

MEETING NOTICE

DATE: March 17, 2023
TO: Library Board, Mayor, City Clerk, and City Attorney
FROM: Ryan Wieber, Library Director
SUBJECT: Library Board Meeting

DATE AND PLACE OF MEETING: Tuesday, March 21, 2023
Bennett Martin Public Library
136 S. 14th St.
Lincoln, NE 68508
Auditorium

STARTING TIME OF MEETING: 8:00 a.m.
CHAIRMAN OF MEETING: Dan Sloan, President
PURPOSE OF MEETING: Monthly Business Meeting

AGENDA

1. Call to Order and Announcement of Open Meetings Law
2. Approval of Agenda*
3. Public Comment on Agenda Items
4. Approval of February 21, 2023, Meeting Minutes*
5. Standing Committee Reports
 - a. Committee on Administration
 - i. New Board Member Timeline.
 - b. Committee on Buildings and Grounds
 - c. Committee on Finance
 - i. Approval of Monthly Recap of Expenditures for February 2023*
6. Special Committee Reports
 - a. Foundation Executive Director Report
7. New Business
 - a. Approve Frye, Frazey & Assoc. Security Contract Renewal with Increase*
 - b. 2022 Volunteer Report – *Kim Shelley*
 - c. Adopt Volunteer Proclamation*
 - d. Request for Reconsideration process review – *Vicki Wood*
8. President's Report
9. Assistant Library Director's Report
10. Director's Report
11. Public Comment - Anyone wishing to address the board on a matter not on this agenda may do so at this time.

*Action Item

Proposed agenda kept continually current and available for inspection at the Administrative Office of the Bennett Martin Public Library. The Board shall have the right to modify the agenda at said public meeting when convened.

ACCOMMODATION NOTICE The City of Lincoln complies with Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 guidelines. Ensuring the public's access to and participating in public meetings is a priority for the City of Lincoln. In the event you are in need of a reasonable accommodation in order to attend or participate in a public meeting conducted by the City of Lincoln, please contact the Lincoln Commission on Human Rights at 402-441-7624, or the City Ombudsman at 402-441-7511, as soon as possible before the scheduled meeting date in order to make your request. *Open Meetings Act of the State of Nebraska posted in meeting room.*

LIBRARY BOARD MEETING MINUTES

TUESDAY, February 21, 2023, 8:00 a.m.

BENNETT MARTIN PUBLIC LIBRARY

LINCOLN, NEBRASKA

BOARD MEMBERS PRESENT

Dan Sloan, Rhonda Seacrest, Lisa Hale, Christopher Stewart, and Donna Marvin. A quorum was present. Jackie Ostrowicki and Joe Shaw arrived late. County Liaison, Nichole Bogen was absent.

OTHERS PRESENT

Ryan Wieber, Library Director; Paul Jones, Accountant; Gail McNair, Executive Director, Foundation for Lincoln City Libraries; LeeAnn Sergeant, Library Coordinator, Sarah Dale, Admin Aide.

CALL TO ORDER AND ANNOUNCEMENT OF POSTING OF OPEN MEETINGS ACT

President Dan Sloan noted that a quorum was present and called the meeting to order at 8:00 a.m. He announced the Open Meetings Act was posted and available for review.

APPROVAL OF AGENDA

President Sloan noted that the Agenda and Meeting Notice were posted according to the Open Meetings Act of the State of Nebraska. Sloan asked for a motion to approve the Agenda. Hale so moved. Seacrest seconded. There was no discussion. **ROLL CALL VOTE:** Stewart, Hale, Marvin, Seacrest, Sloan – AYE. Motion carried 5-0.

PUBLIC COMMENT ON AGENDA ITEMS

President Sloan noted that public comment is welcome and reviewed the public comment process for those attending. There was no public comment.

APPROVAL OF JANUARY 17, 2023 MEETING MINUTES

President Sloan noted the Minutes of the January 17, 2023 meeting had been submitted. Sloan asked for a motion to approve the Minutes. Seacrest moved approval. Hale seconded. There was no discussion.

ROLL CALL VOTE: Hale, Marvin, Seacrest, Sloan, Stewart – AYE. Motion carried 5-0.

STANDING COMMITTEE REPORTS

Committee on Administration

No Report.

Committee on Buildings and Grounds

No Report.

Committee on Finance

Approval of Monthly Recap of Expenditures for January 2023

Marvin provided the Recap Of Expenditures for January 2023 - Total Operational expenditures are \$827,661.21. Total expenditures of Other Funds are \$89,563.94 for total expenditures of \$917,225.15. Marvin motioned for approval. Hale seconded. There was no discussion. **ROLL CALL VOTE:** Marvin, Seacrest, Sloan, Stewart, Hale – AYE. Motion carried 5-0. Ostrowicki and Shaw arrived at this time.

SPECIAL COMMITTEE REPORTS

Foundation Executive Director

Gail McNair shared a packet of information about the upcoming Wine and Dine event, to be held on Thursday April 27th at the Country Club of Lincoln, which will include a silent auction. Information is included about sponsorships and donating items for the auction. The best auction items, historically, have been one-of-a-kind unique items or experiences. McNair shared end-of-year 2022 reports from the most recent Foundation Board meeting. Book sales netted \$31,750.00, which includes ThriftBooks and Book Nook sales. She shared that she and Director Wieber have been working on new ideas with the new Book Sale Agreement to bring more money for the libraries, find more new homes for books, and continue providing this unique service to the community. McNair reported on membership information from the Foundation, the value of hours worked by Foundation volunteers, and gave a financial report on monies received from the endowment. Further discussion was held about individual endowments and their amounts and restrictions.

NEW BUSINESS

Approve Updated Behavior Policy

Director Wieber indicated this change to the Behavior Policy eliminates the ability for patrons who have been banned from library premises to check out physical materials with their library card. This strengthens the no-access to premises definition of banning and eliminates the possibility that library materials are accessed using cards of those who are banned due to insect infestations. Banned patrons can still check out online materials. Seacrest moved approval. Hale seconded. Brief discussion followed. President Sloan called for the vote. **ROLL CALL VOTE:** Ostrowicki, Seacrest, Shaw, Sloan, Stewart, Hale, Marvin – AYE. Motion carried 7-0.

Approve Updated Fees Policy

Director Weber indicated this change was in regard to physical Interlibrary Loan items for which Lincoln City Libraries pays U.S. Postal Service postage. The proposed increase in the fee from \$2.50 to \$3.50 reflects increases in USPS charges. Last year LCL interlibrary loaned approximately 3,500 items. Of those, approximately 100 were digital files. The corresponding change to this fee structure, which is made available via our new Interlibrary Loan software, TIPASA, now allows those digital files to be automatically, electronically transmitted for free. Ostrowicki moved approval. Stewart seconded. **ROLL CALL VOTE:** Seacrest, Shaw, Sloan, Stewart, Hale, Marvin, Ostrowicki – AYE. Motion carried 7-0.

Approve SirsiDynix Renewal Agreement

President Sloan noted that Assistant Director Glass was unable to attend the meeting today so Director Wieber would address the next items. Director Wieber presented the one-year contract from SirsiDynix, a nearly sole source supplier for the library's Integrated Library System (ILS). He noted an ILS is responsible for the library's card catalog. It is the bibliographic database. The last change we made to the supplier, moving from KOHA to SirsiDynix, was a huge transition and we appreciate all the work SirsiDynix does for us. The contracted amount is up slightly this year to \$76,315.47. The increase reflects an additional service. Seacrest asked if this was a justifiable increase. Director Wieber affirmed. He shared that the cost Lincoln City Libraries pays, in his experience, is an excellent value. Seacrest moved approval. Hale seconded. Brief discussion followed. **ROLL CALL VOTE:** Shaw, Sloan, Stewart, Hale, Marvin, Ostrowicki, Seacrest – AYE. Motion carried 7-0.

Approve Book Sale Agreement

Director Weber noted that several changes were made this year to the agreement. In addition to cleaning up language and updating insurance clauses, as recommended by Jocelyn Golden, we have changed "Book Sale" to "Book Sale(s)" and removed the minimum two-day requirement, in preparation for being able to offer multiple, smaller events at branches. Further changes were made to accurately reflect how volunteers are currently storing, processing, and distributing donated items. Also updated was the language regarding distributing book sale monies to the Library, again to reflect how ThriftBooks and Book Nook sales are currently being managed. Hale moved approval. Seacrest seconded. There was no further discussion. **ROLL CALL VOTE:** Sloan, Stewart, Hale, Marvin, Ostrowicki, Seacrest, Shaw – AYE. Motion carried 7-0.

PRESIDENT'S REPORT

President Sloan noted that Christopher Stewart had news to report regarding an exciting job opportunity for his wife, which will necessitate an out of state move for their family in late spring of this year. Stewart's final board meeting will be in April. Stewart shared that only the University of Illinois could take them away from Nebraska. Champaign-Urbana is second only to Harvard in having the largest academic library in the United States. It's the job opportunity of a lifetime for Stewart's wife, Claire Dougherty Stewart. He shared that he intends to continue as an active board member for the next two months before they leave. Stewart expressed his optimism that Lincoln City Libraries is going forward strongly with its new Director. Stewart and his wife were born and raised in Illinois, and they look forward to going home, but he reassured the Board that he will always remain a Husker fan. Congratulations were shared.

ASSISTANT LIBRARY DIRECTOR'S REPORT

No report due to Assistant Director Glass's absence.

DIRECTOR'S REPORT

Director Wieber provided an updated report on a recent security situation, and shared plans for increasing precautions to keep staff, contractors, and customers safe. Structurally, there are some limitations due to the age and complex architectural layout of Bennett Martin Library that have to be

taken into consideration in any plan to restrict access in the building. Among other strategies, plans for additional staff training, the possibility of increased guard presence at closing, and collaboration with LPD are in the works. Wieber emphasized, we take the safety of our people very seriously.

Also in the works are plans for online library card registration and a more interactive customer experience using a customer engagement platform. Such software, used by many organizations interacts with our customer database. It would provide things like a welcome to new customers, regular updates on programs and services, and reader's advisory. We will be exploring options over the next several months. Finally, given the continued difficulty of scheduling and staffing one large annual book sale, we will be looking at the possibility of multiple smaller sales. We'd like these to be at branch locations to get people in the door. Managers will be meeting soon to figure out how to do it without staff and volunteers being overwhelmed by too many shoppers. Brief discussion followed. Wieber noted that next week's meeting with staff on the topic of Message Mapping will be a good start in designing the communications a customer engagement platform could utilize. SirsiDynix is one of several potential providers of such a platform.

PUBLIC COMMENT

No public comment

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:47 a.m.

Memo to the Library Board

March 2023

FISCAL YEAR 2022-2023 BUDGET: The actual percent of budget expended year to date is 48.48%, compared to the budgeted 50.00%. Annual adjusted expenditures to date is 49.95%.

STANDING COMMITTEE REPORTS

Committee on Administration

The committee will report on the plan to seek applicants for the upcoming open board position.

Committee on Finance

*Approval of Monthly Recap of Expenditures—Action Item

Reports are attached. Treasurer Donna Marvin will bring forward a motion to approve.

SPECIAL COMMITTEE REPORTS

Foundation Executive Director Report

NEW BUSINESS

- a. Approval of Contract renewal with Frye, Frazey & Assoc for security services— Action Item
The renewal of this contract has a \$1 .50 per hour increase, and no other changes at this time.
- b. 2022 Volunteer Report – *Kim Shelley*
Kim will present an overview of the volunteer activities for the past year.
- c. Adopt Volunteer Proclamation- Action item
This proclamation recognizes the contributions of our volunteers and designates April 16-22 as Volunteer Appreciation Week at Lincoln City Libraries. The library has a special Volunteer Recognition Ceremony on Sunday, April 16 from 2:30pm-4:00pm at Heartland Hall.
- d. Request for Reconsideration process review – *Vicki Wood*
This is a refresher presentation that reviews our Reconsideration process.

DIRECTOR'S REPORT

As part of my report, I'll speak to items on my written report.

Contracts Filed:

Hayes Mechanical: For a one-year maintenance and service program for the Library's water-cooled computer room air conditioning unit at a cost not to exceed \$916.00.

Lincoln Community Playhouse: Providing members of the Community Playhouse for pre- and post-show discussions at Gere Branch Library not to exceed \$0.

Envisionware: For renewal of annual maintenance and subscription for mobile print service, at a cost not to exceed \$7,399.76.

Debbie Aden: Facilitate a Bethany BookTalks on 4/7/23 at no cost.

Teresa Paulsen Communication LLC: Providing marketing consulting in advance of rebranding and library website redesign at a cost of not to exceed \$4,400.00

Meredith McGowan: For facilitating Bethany BookTalks on 2/10/23 at no cost.

Ameritas Life Insurance Corp: Provided a "Love Your Teeth" presentation at four storytimes in observance of National Children's Dental Month.



LINCOLN CITY LIBRARIES

136 S. 14th Street

Lincoln, NE 68508-1899

MEMORANDUM

TO: Library Board

FROM: Paul E. Jones, Business Office

RECAP OF EXPENDITURES - FEBRUARY 2023

Library Operational Budget - FY 2022-23	\$ 748,841.74	
Library Enc/Reapp - FY 2021-22	-	
Heritage Room Fund - FY 2022-23	2,797.15	
Polley Music Library - FY 2022-23	8,601.88	
	<hr/>	
Total Operational Expenditures		\$ 760,240.77
Grants	\$ 6,256.45	
Hompes Fund	223.53	
Keno	105,015.89	
Miscellaneous Library Donations Funds	8,967.10	
Capital Improvements	-	
	<hr/>	
Total Expenditures - Other Funds		120,462.97
		<hr/>
TOTAL EXPENDITURES		\$ 880,703.74
		<hr/> <hr/>

Director's Report for February 2023

Safety and Security Update - Bennett Martin Public Library's facility security audit has been conducted by Lincoln Police Department, and more are being scheduled for branch locations. Each facility will receive a report with recommendations and solutions for security enhancement. A solution to improve security in the lower level at BMPL will be implemented by early April.

Several staff participated in the Nebraska Library Association's annual **Legislative Advocacy Day** in Lincoln on March 3. The day included legislative updates, meeting with legislators at the Capitol, and a tour of the State Library. Several of LCL's staff stand out as active leaders on issues of advocacy in the State of Nebraska. Wyatt Packard and Cal Harman were instrumental in writing NLA's stance on proposed LB 441.

Board members are invited to attend the library's staff-led **Intellectual Freedom training** offered on the following dates. This training will cover the basics, as well as look at what is happening in the Nebraska Legislature and the outcome of recent censorship efforts in Nebraska.

Thursday, April 6th 9:00AM-10:30AM at Bennet Martin Auditorium

Tuesday, April 11th 6:15PM-7:45PM at Walt Meeting Room #2

Thursday, April 13th 2:15PM-3:45PM at Eiseley combined meeting rooms

Tuesday, April 18th 2:15PM-3:45PM at Gere combined meeting rooms

Wednesday, April 26th 2:15PM-3:45PM at Walt combined meeting rooms

The library will deploy a process for occasionally (once/twice per year) **measuring staff engagement** and satisfaction, in order to identify areas where improvements could be made in communications, staff development and leadership growth, and retention. We are working with City HR to bring in Glint, which is a "people success platform" that provides validated surveys and an online dashboard that presents analytics for tracking and measuring engagement, and recommendations or strategies for improvement. The goal is to keep ensuring the library remains a great place to work.

Prime Time Family Reading begins Monday, March 20 at Bennett Martin and continues weekly for six weeks. This longstanding program welcomes families with children ages 3-5 for a meal followed by a bilingual story time and activities.

Online Library Card signup will be available for patrons by mid to late April, and will be pushed promotionally by the City. The online process gives a patron instant access but also requires one to later visit a branch to verify their address and receive a permanent card.

The new **outdoor bench** at Bethany Branch has been installed, and we can expect an official unveiling of it honor of Marlene Cupp later this spring.

Message Map Work - A group of staff and board members gathered on March 2 with communications consultant Teresa Paulsen for the message map exercise. There was a good amount of brainstorming and contributions from all that day. Paulsen will take the provided input and create a “map” of key messages the library can use in future communications. Everyone will reconvene in mid-April for training on message-delivering opportunities and strategies.

Book Sales update – Library Managers, Coordinators, and the Foundation met recently to plan Fall 2023 book sales. The arrived-at format will be smaller pop up-style sales and limited to certain genres or formats. Key to planning and execution will be good communications so people clearly know these will not be similar to the massive annual sales of the past. Rather, they will be one-day events and timed for Saturdays when UNL has away games.

ConnectEd Update – Support Services staff are working with Lincoln Public Schools IT staff to ensure student privacy standards are tightened. One measure underway is to create PINs that are more unique than the current process where PINs are the same as their student ID number.

ConnectED Checkout Statistics, February 2023

Library	Total Circs	Distinct Users
ANDR	61	21
BETH	9	4
BKM	33	9
BMPL	54	16
EIS	131	43
GERE	73	29
SO	21	7
WAL	88	17
WILL	34	11
Total	504	149

Monthly Examples of the Strategic Plan in Action

Our Vision: The Library Experience—setting a distinctive tone in promoting and providing lifelong education for our entire community

Interactions

- Cindy Krushenisky described an interaction with a young woman using the lab to print at Bennett Martin. The woman said she loves the library. She uses our printers because it is more economical and reliable than using a printer at home. This way, she doesn't have to pay for ink. She grows micro greens for the farmers' market and prints little cards to go with her product to provide information for customers. She also pointed out that she uses and really loves the Transparent Language App through our databases.

- A mother who attends Baby storytime regularly at Walt Branch, mentioned to Jessica Smith how comfortable and happy Lidia is at the library. She said her baby is fussy and clingy at home, but the minute they arrive inside the library, "Lidia is like 'see ya!' and crawls away to do her own thing. She becomes very independent. It's the darnedest thing!"
- A parent came in to Walt to change the name on their transgender child's account. The father requested Meagan Moore use the birth date and other identifying information rather than the former name to look up the account. He visibly relaxed when Meagan said, "Of course." The needed changes were made, and he was pleased when Meagan let him know the ConnectED account name had already been updated.
- Monica Koehn [Gere] shared this interaction: "I helped a little girl find some books in the youth section, and about twenty minutes later she found me at the front desk. She shyly approached the desk and said, "I made this for you," and handed me a hand-made card that said "Why I Love My Library," with a big heart around it. When I opened it up it said: 1.) Because I love books 2.) Because there are nice people there to help me find a book 3.) Because there are lots of good books to read...I Love Books!"

Programming

- On February 22, Susan Steider [Eiseley] hosted a school night for Clinton Elementary School. There were 100 patrons in attendance. The school provided pizza for the families, and staff assisted at each service desk to provide library information to them.
- Librarian Karrie Simpson [NESU] reported, "On February 24, we hosted Huntington Elementary School for a Family Night at Anderson Branch Library. Sixty-three people attended this special 'after-hours event' for crafts, a scavenger hunt, and pizza!" Karrie noted that two students registered for library cards, many students checked out materials to take home, and every child left with a free book.
- This month, there were 4 weekends for Polley radio programs, which featured a book about the complex discography of Sun Ra, a phenomenal new biography on Sonny Rollins, a book about Don Cherry's period of multimedia "Organic Music," and a new retrospective on the life and work of percussionist Milford Graves.

Outreach

- Read Aloud advocate Ali Bousquet attended the Early Childhood Family Fair at Gateway Mall and spoke with over 500 attendees about reading aloud, storytimes, and gave away books.
- Caitlin Lombardo continues to visit the CEDARS Youth Outreach Center. In February, she talked to 12 teens there about library resources, getting a card, and the library being fine-free.
- Regina Merrill [Gere] was at Holmes Elementary CLC on the 28th with 40 attending. There was a dragon craft to go along with the book *Amy Wu and the Patchwork Dragon* by Kat Zhang for the younger group and a Japanese folktale about tanuki with word searches and color sheets, and a presentation on tanuki for the older youth.

Collections

- A child and tutor were at Walt Branch for a Spanish language lesson. The student had left his materials at home. Meagan Moore was able to find several materials they could use and also shared how they could use Transparent Language as an alternative resource.

Collaboration

- The Bird EnCOUNTER returned to Walt again this year. This fun and educational event is a collaboration with both the Wachiska Audubon and Spring Creek Prairie Audubon Societies. There were eight indoor stations throughout Walt library which included bird watching in the backyard with binoculars, several educational games and activities as well as live raptors from the Raptor Conservation Alliance. Not only did families attend, but single adults whom were bird enthusiasts came too.

Technology

- Kim Jorgensen [BMPL]: "A customer came in with his military discharge paper on a piece of microfiche that he needed to convert to a paper copy for use by a funeral home for preparing military honors at his own funeral. The microfiche was not a standard size, but we were able to use the new ScanPro 3000 machine to make copies of the fiche for his personal use. This is the first time that we have used the machine for this purpose."
- Library Service Associate Nate Hamel [NESU] also provided much-needed technology assistance. He reported, "On 2/10/23, a patron came to Bethany Branch and said he needed help taking screenshots of some information on his phone and emailing the images to someone. I taught him how to take screenshots on his model of smartphone and how to attach those images to an email. He appreciated the assistance."

Areas of Excellence and Focus**Early Childhood**

- Valentines Day was the perfect day for "I Love My Teeth" storytime. Kara Danforth from Ameritas stayed for both the 10:15 and 11:00 preschool storytimes. Children loved getting to pretend to brush the teeth of the stuffed animals.
- At Gere Branch, Diane Vanek reported Baby Storytime themes of: Smiles, Hugs & Kisses; Faster Faster; and Noisy/Quiet. Diane said they enjoyed using the book boxes so everyone could look up close at a copy of the book with their grown-ups. Cally O'Brien filled in on the 6th, and Melanie Newell on the 7th. There were 7 sessions with 123 attending this month.

Additional Areas of Focus—in these, the library usually collaborates with other organizations**Low-income families**

- In mid-January, the Volunteer Income Tax Assistance (VITA) website began scheduling appointments for individuals for free help filing their 2022 Federal And State Income Tax returns. As in past years, appointments at Anderson Branch Library began filling quickly. By the time VITA services kicked off at Anderson on Wednesday, February 1, all February appointments were full. Throughout the month, library staff members at NESU assisted residents with making appointments at other area VITA sites.

Employment

- The summer intern positions, made available by the Nebraska Library Commission, will be posted March 11-March 26. Locations participating are Gere, Eiseley, Anderson, Walt, BMPL and Youth Outreach. Dates have been set for the interns' Friday training sessions with LCL Staff also.

Celebrating the Diversity of our City

- Walt hosted a Black History Month Storytime with special guests from the Lincoln Public Schools Equity Cadre. There were three high school students and Pete Ferguson who is the Coordinator of Culture,

Inclusion and Scholar Development for LPS. The students developed a slide show to present Storytime based on an outline that Lisa Westlund did last year at Walt during Black History Month.

- Aya Mohammed shared this interaction: "Toward the end of the last week of February, I was working at the information desk when a patron got my attention and loudly said: 'Thank you for being here.' He then explained his thanks were to express appreciation in seeing a staff person of color at Lincoln City Libraries."

Building up the Culture of Lincoln

Reading

- There were record numbers of downloadable audiobooks, eBooks, and Hoopla materials checked out in January, the last month for which figures are available.
- Members of the OverDrive Support Team assisted at least 30 patrons with OverDrive and Hoopla issues in February.

Ryan Wieber, Library Director

March 17, 2023

**Lincoln City Libraries
February 2023 Circ Report**

Location	Loans	Visits	Computer Reservations	Program & Outreach Attendance	February 2023	February 2022	CHANGE
					Total Use	Total Use	
Bennett Martin Public Library	12,318	10,331	2,126	1,105	25,880	23,948	8.07%
Anderson Branch	10,782	3,830	570	235	15,417	14,888	3.55%
Bethany Branch	7,809	2,794	232	232	11,067	9,777	13.19%
Eiseley Branch	23,068	8,486	1,072	995	33,621	28,085	19.71%
Gere Branch	58,758	17,602	1,218	1,068	78,646	72,761	8.09%
South Branch	8,997	3,149	426	189	12,761	11,921	7.05%
Walt Branch	38,975	11,352	1,096	1,320	52,743	47,555	10.91%
Williams Branch	686	613	42	145	1,486	1,085	36.96%
Lied Bookmobile	1,473	410	0	83	1,966	3,449	-43.00%
InterLibrary Loan	218	0	0	0	218	284	-23.24%
SUBTOTAL	163,084	58,567	6,782	5,372	233,805	213,753	9.38%
DownloadStream Audio	34,978	0	0	0	34,978	29,418	18.90%
Download/Stream eBooks	28,288	0	0	0	28,288	24,423	15.83%
Stream Video	925	0	0	0	925	965	-4.15%
Download SUBTOTAL	64,191	0	0	0	64,191	54,806	17.12%
TOTAL CIRCULATION	227,275	58,567	6,782	5,372	297,996	268,559	10.96%

*Visits at Anderson Branch low due to counter not working from 6 pm 2/22 thru 3 pm 2/27

WiFi Sessions	94,945	91,880	3.34%
WiFi Users	8,800	9,099	-3.29%
Website Users	59,234	62,480	-5.20%
Website Sessions	113,509	118,547	-4.25%
Database Use	11,367	14,204	-19.97%

Holdings Report	PRINT		NON PRINT		Total	REGISTRATIONS	2023	2022	Change
	Adult	Youth	Adult	Youth		Purged			
Owned	363,339	299,451	76,295	32,417	771,502	Active			
Added	2,258	1,495	515	84	4,352	Resident	146,587	199,644	-26.58%
Withdrawn	-4,817	-2,018	-398	-95	-7,328	ConnectED	42,447	43,131	-1.59%
Current	360,780	298,928	76,412	32,406	768,526	County	9,143	13,000	-29.67%
						NonResident	942	1,069	-11.88%
						Reciprocal	482	793	-39.22%
						Limited Use	8,515	10,768	-20.92%
						Total Active	208,116	268,405	-22.46%

Prepared by: Tina Queen

**February 2023 Use Compared to February 2022
Lincoln City Libraries**

Location	Print Checkouts		Print Loan	Non-Print Checkouts		Non-Print	Total Checkouts		Total Loan
	2023	2022	Change	2023	2022	Loan Change	2023	2022	Change
BMPL	9,794	10,129	-3.31%	2,524	3,020	-16.42%	12,318	13,149	-6.32%
Anderson	8,806	8,105	8.65%	1,976	2,008	-1.59%	10,782	10,113	6.62%
Bethany	6,683	6,247	6.98%	1,126	1,060	6.23%	7,809	7,307	6.87%
Eiseley	20,107	17,408	15.50%	2,961	2,687	10.20%	23,068	20,095	14.79%
Gere	51,854	49,083	5.65%	6,904	7,716	-10.52%	58,758	56,799	3.45%
South	7,548	7,297	3.44%	1,449	1,275	13.65%	8,997	8,572	4.96%
Walt	34,333	32,432	5.86%	4,642	4,922	-5.69%	38,975	37,354	4.34%
Williams	545	507	7.50%	141	164	-14.02%	686	671	2.24%
Lied Bookmobile	1,262	2,037	-38.05%	211	145	45.52%	1,473	2,182	-32.49%
InterLibrary Loan	218	284	-23.24%	0	0	0.00%	218	284	-23.24%
Subtotal Checkouts	141,150	133,529	5.71%	21,934	22,997	-4.62%	163,084	156,526	4.19%
Download/Stream Audio	0	0	0.00%	34,978	29,418	18.90%	34,978	29,418	18.90%
Download/Stream eBook	0	0	0.00%	28,288	24,423	15.83%	28,288	24,423	15.83%
Stream Video	0	0	0.00%	925	965	-4.15%	925	965	-4.15%
TOTAL CHECKOUTS	141,150	133,529	5.71%	86,125	77,803	10.70%	227,275	211,332	7.54%

Location	Youth Checkouts		Youth Loan	Adult Checkouts		Adult Loan	Visits	Visits	Visits
	2023	2022	Change	2023	2022	Change	2023	2022	Change
BMPL	4,381	4,423	-0.95%	7,937	8,726	-9.04%	10,331	8,516	21.31%
Anderson	5,604	4,670	20.00%	5,178	5,443	-4.87%	3,830	3,996	-4.15%
Bethany	4,577	4,129	10.85%	3,232	3,178	1.70%	2,794	2,254	23.96%
Eiseley	15,434	12,934	19.33%	7,634	7,161	6.61%	8,486	6,985	21.49%
Gere	33,354	31,646	5.40%	25,404	25,153	1.00%	17,602	14,664	20.04%
South	5,070	4,706	7.73%	3,927	3,866	1.58%	3,149	2,888	9.04%
Walt	26,930	25,160	7.03%	12,045	12,194	-1.22%	11,352	9,234	22.94%
Williams	509	499	2.00%	177	172	2.91%	613	379	61.74%
Lied Bookmobile	897	1,399	-35.88%	576	783	-26.44%	410	133	208.27%
InterLibrary Loan	0	0	0.00%	218	284	-23.24%	0	0	0.00%
Subtotal Checkouts	96,756	89,566	8.03%	66,328	66,960	-0.94%	58,567	49,049	19.41%
Download/Stream Audio	4,826	4,412	9.38%	30,152	25,006	20.58%	0	0	0.00%
Download/Stream eBook	4,191	3,489	20.12%	24,097	20,934	15.11%	0	0	0.00%
Stream Video	0	0	0.00%	925	965	-4.15%	0	0	0.00%
TOTAL CHECKOUTS	105,773	97,467	8.52%	121,502	113,865	6.71%	58,567	49,049	19.41%

Location	Program & Outreach Attendance - Youth		P&O Att - Youth	Program & Outreach Attendance - Adult		P&O Att - Adult	Computer Use		Computer
	2023	2022	Change	2023	2022	Change	2023	2022	Change
BMPL	928	28	3214.29%	177	162	9.26%	2,126	2,093	1.58%
Anderson	235	10	2250.00%	0	0	0.00%	570	769	-25.88%
Bethany	197	0	0.00%	35	0	0.00%	232	216	7.41%
Eiseley	957	0	0.00%	38	0	0.00%	1,072	1,005	6.67%
Gere	1,044	11	9390.91%	24	30	-20.00%	1,218	1,257	-3.10%
South	185	0	0.00%	4	6	-33.33%	426	455	-6.37%
Walt	1,282	29	4320.69%	38	18	111.11%	1,096	920	19.13%
Williams	145	0	0.00%	0	0	0.00%	42	35	20.00%
Lied Bookmobile	0	772	-100.00%	83	362	-77.07%	0	0	0.00%
TOTAL	4,973	850	485.06%	399	578	-30.97%	6,782	6,750	0.47%

Prepared by: Tina Queen

LINCOLN CITY LIBRARIES

Monthly Categorical Report

February 28, 2023

	Budget Amount	Budgeted Year-to-Date	Expended Year-to-Date	Balance	Current Month Expended
Administration-Div. 1					
Personnel	\$ 855,401.00	\$ 427,700.50	\$ 406,912.93	\$ 448,488.07	\$ 68,928.00
Supplies	30,500.00	15,250.00	13,644.68	16,855.32	3,698.08
Services & Charges	90,645.00	45,322.50	60,309.22	30,335.78	1,209.93
Other	-	-	-	-	-
Total	\$ 976,546.00	\$ 488,273.00	\$ 480,866.83	\$ 495,679.17	\$ 73,836.01
Percent Expended		50.00%	49.24%		
Buildings & Grounds-Div. 2					
Personnel	\$ 119,531.00	\$ 59,765.50	\$ 56,785.07	\$ 62,745.93	\$ 9,261.35
Supplies	24,000.00	12,000.00	9,045.66	14,954.34	2,056.84
Services & Charges	984,185.00	492,092.50	456,300.80	527,884.20	69,344.58
Other	90,900.00	45,450.00	45,415.82	45,484.18	-
Total	\$ 1,218,616.00	\$ 609,308.00	\$ 567,547.35	\$ 651,068.65	\$ 80,662.77
Percent Expended		50.00%	46.57%		
Public Service-Div. 3					
Personnel	\$ 5,622,546.00	\$ 2,811,273.00	\$ 2,567,264.03	\$ 3,055,281.97	\$ 393,161.38
Supplies	61,000.00	30,500.00	20,756.15	40,243.85	6,962.82
Services & Charges	49,750.00	24,875.00	18,755.12	30,994.88	1,788.74
Other	-	-	-	-	-
Total	\$ 5,733,296.00	\$ 2,866,648.00	\$ 2,606,775.30	\$ 3,126,520.70	\$ 401,912.94
Percent Expended		50.00%	45.47%		
Support Services-Div. 4					
Personnel	\$ 1,183,694.00	\$ 591,847.00	\$ 592,267.52	\$ 591,426.48	\$ 83,642.84
Supplies	63,500.00	31,750.00	18,156.56	45,343.44	3,280.11
Services & Charges	440,171.00	220,085.50	238,111.73	202,059.27	41,918.52
Other	900,000.00	450,000.00	594,662.51	305,337.49	63,588.55
Total	\$ 2,587,365.00	\$ 1,293,682.50	\$ 1,443,198.32	\$ 1,144,166.68	\$ 192,430.02
Percent Expended		50.00%	55.78%		
Total Library Operational					
Personnel	\$ 7,781,172.00	\$ 3,890,586.00	\$ 3,623,229.55	\$ 4,157,942.45	\$ 554,993.57
Supplies	179,000.00	89,500.00	61,603.05	117,396.95	15,997.85
Services & Charges	1,564,751.00	782,375.50	773,476.87	791,274.13	114,261.77
Other	990,900.00	495,450.00	640,078.33	350,821.67	63,588.55
Total	\$ 10,515,823.00	\$ 5,257,911.50	\$ 5,098,387.80	\$ 5,417,435.20	\$ 748,841.74
Percent Expended		50.00%	48.48%		
Other Library Fund Appropriations					
	Amount Appropriated		Expended Year-to-Date	Balance	Current Month Expended
FY 2021-22 Encumbrances	\$ 72,763.70		\$ 40,812.68	\$ 31,951.02	\$ -
FY 2021-22 Reappropriated	\$ 376,359.00		\$ 112,419.82	\$ 263,939.18	\$ -

**LINCOLN CITY LIBRARIES - FUND BALANCES
FEBRUARY 2023**

	Beginning Balance	Receipts	Expended	Ending Balance
<u>GRANT FUNDS</u>				
Net Lender Fund	\$ 757.25	\$ 17.00	\$ -	\$ 774.25
NLC Internship Grant 2023	-	6,000.00	-	6,000.00
NLC Youth Grant 2023	-	2,000.00	1,048.25	951.75
State Aid 2021	18,541.48	-	3,247.62	15,293.86
State Aid 2022	51,393.00	-	-	51,393.00
NHC ARPA 2021 Kees	1,960.58	-	1,960.58	-

DONATED FUNDS

Heritage Room	\$ 105,170.64	\$ -	\$ 2,797.15	\$ 102,373.49
Polley Music Library	286,238.52	-	8,601.88	277,636.64
Joseph J. Hompes	106,215.37	-	223.53	105,991.84
Misc. Library Donations	565,628.23	0.64	8,967.10	556,661.77
Alice Nielsen	80,020.09	-	-	80,020.09
Dorothy Holland	115,105.14	-	-	115,105.14
Glennis Leapley	61,227.29	-	-	61,227.29
Lincoln Cares	20,706.42	389.40	-	21,095.82

APPROPRIATED FUNDS

	Budget	Expended		Balance
		Feb 2023	Exp-to-Date	
Heritage Room FY 2022-23	\$ 37,510.00	\$ 2,797.15	\$ 18,169.52	\$ 19,340.48
Polley Music Library FY 2022-23	115,220.00	8,601.88	54,070.44	61,149.56
Keno FY 2021-22	287,565.60	4,701.00	37,630.45	249,935.15
Keno FY 2022-23	981,475.00	100,314.89	210,363.29	771,111.71
Capital Improvement Projects				
FY 2020-21 Williams	913,362.00	-	-	913,362.00
FY 2021-22 Bookmobile	450,000.00	-	-	450,000.00
FY 2022-23 Bennett Martin Elevator 1-4	200,000.00	-	-	200,000.00
FY 2022-23 Gere/Bethany Parking Lot	240,000.00	-	-	240,000.00
FY 2022-23 Branch Improvements	200,000.00	-	-	200,000.00

VolunTEEN Program Established

In 2022, Lincoln City Libraries established the summer VolunTEEN Program. During its inaugural year, 26 young people participated.

Instead of registering customers for the Summer Reading Challenge or handing out stickers, they worked on special projects tailored to the specific needs of the locations at which they volunteered. The Program allowed for effective and efficient use of volunteer time.



VolunTEEN Participants at Gere Branch

*Report prepared and submitted by
Volunteer Coordinator Kimberly Shelley
on behalf of the Lincoln City Libraries Volunteer Committee*



136 S. 14th Street | Lincoln, Nebraska
LincolnLibraries.org



Volunteer Report 2022



Lincoln City Libraries: Volunteers by the Numbers

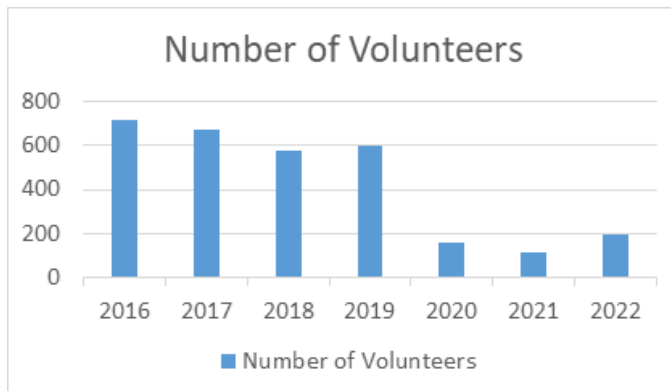
Total number of volunteers: 196
Total number of hours donated: 6,234
Total valuation of donated volunteer hours: \$186,708

Estimated National Value of Each Volunteer Hour
as of April 18, 2022: \$29.95

Volunteer Program Highlights for 2022

The Volunteer Program at Lincoln City Libraries has changed dramatically in recent years. During much of 2020 and 2021, volunteers were unable to donate their time at Lincoln City Libraries due to the COVID-19 Pandemic. On 06/04/2021, the Lincoln/Lancaster County Health Department determined that it was safe for volunteers to return to the libraries.

Since then, the number of volunteers has slowly continued to increase. However, due to significant changes in the annual Summer Reading Challenge, it is unlikely that volunteer numbers at Lincoln City Libraries will ever reach pre-Pandemic figures of 600+ volunteers annually.



During past summers, Lincoln City Libraries relied heavily on the help of numerous youth volunteers.

These middle school and high school students traditionally helped younger children register for the Summer Reading Challenge, distributed stickers for visits to the library, and handed out prize packets at the completion of the challenge.

When Lincoln City Libraries began using Beanstack software to track participation in the Summer Reading Challenge, the need for summer youth volunteers quickly dwindled.

*Information about the VolunTEEN Program on back cover

Special Volunteer Honorees

President's Volunteer Service Award

Deva Pushkaran (Gere Branch) – Gold level – 250 hours
Reema Rida (Gere Branch) – Bronze level -- 110 hours

Outstanding Volunteer Award recipients

Reema Rida (Gere Branch)
(Recognized at Nebraska Library Association Advocacy Day, March 3, 2023)

Most hours donated in 2022

Francine Bash (Walt Branch) – 279.5 hours
Melvia Herr (Gere Branch) – 279.5 hours

Milestone Awards

25 Years

Thomas Tangeman (Bennett Martin Public Library)

15 Years

Denis Schneckloth (Gere Branch)

10 Years

Melvia Herr (Gere Branch)
Juanita Washburn (Anderson Branch)
Jeannie Will (Gere Branch)

5 Years

Sydney Aldrich (Walt Branch)	Tucker Smith (Walt Branch)
Grace Erdman (Gere Branch)	Sheryl Tyrrell (Walt Branch)
Norma Gilliland (Eiseley Branch)	Avery Usher (Eiseley Branch)
Tabi Henke (Anderson Branch)	Nicholas Vanek (Eiseley Branch)
Mischa Lunquist (Eiseley Branch)	Gionna Weber (Gere Branch)
Reece Schwartz (Eiseley Branch)	

PROCLAMATION

During National Volunteer Week, we acknowledge the many volunteers who generously give their time and talents to help improve the lives of others. Their acts of kindness help to build a better and brighter future for Lincoln City Libraries and the citizens it serves.

The Board of Trustees of Lincoln City Libraries
hereby proclaims April 16 to April 22, 2023

VOLUNTEER APPRECIATION WEEK

Adopted this day, March 21, 2023

Dan Sloan, President
Library Board of Trustees

NEBRASKA LIBRARY ASSOCIATION



2023 Legislative Report Card

Bill

Description

NLA's Stance

LB71

Change provisions relating to parental involvement in and access to learning materials in schools

NLA supports the Nebraska School Librarians Association (NSLA) concerning the availability of curriculum and content to all students.



LB374

Adopt the Parents' Bill of Rights and Academic Transparency Act

Censors books and information, burdening school staff with the expectation of reviewing every material in the school library.



LB412

Provide powers for the Public Service Commission under the Nebraska Broadband Bridge Act

Allocates ARPA broadband money to unserved and underserved areas of the state, especially in rural areas of Nebraska.



Bill**Description****NLA's Stance****LB441**

Change provisions relating to obscenity

Censors legally protected information and burdens tax payers and the courts for the unwarranted prosecution of library professionals, contributing to the shortage of qualified librarians and educators who will no longer feel safe working in Nebraska.

**LB635**

Provide requirements regarding access to digital and online resources provided for students by school districts, schools, and the Nebraska Library Commission

Encourages the censorship of important academic content while wasting taxpayer and state funds by increasing technology costs to schools and the Nebraska Library Commission.

**LB683**

Create the Nebraska Broadband Office and provide duties

Improves and maintains broadband access across Nebraska.

**LB722**

Provide authority for the Public Service Commission regarding construction of broadband or other telecommunications infrastructure

Improves and maintains broadband access across Nebraska.

