

LIBRARY BOARD MEETING MINUTES

TUESDAY, October 17, 2023

WILLIAMS BRANCH LIBRARY

LINCOLN, NEBRASKA

BOARD MEMBERS PRESENT

Dan Sloan, Lisa Hale, Rhonda Seacrest, Patty Beutler, Joe Shaw, present. Jackie Ostrowicki, Morgan Gerteisen, Nichole Bogen, absent.

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 6:00 p.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. Hale motioned approval. Seacrest seconded. **ROLL CALL VOTE:** Hale, Beutler, Seacrest, Shaw, Sloan – AYE. Ostrowicki and Gerteisen absent. Motion carried 5-0.

PUBLIC COMMENT ON AGENDA ITEMS

President Sloan asked if there was any public comment on items on the Agenda. There was no comment.

APPROVAL OF SEPTEMBER 19, 2023 MEETING MINUTES

President Sloan called for a motion to approve the minutes. Seacrest moved approval. Hale seconded. There was no discussion. Sloan asked for the vote. **ROLL CALL VOTE:** Hale, Beutler, Seacrest, Shaw, Sloan – AYE. Ostrowicki and Gerteisen absent. Motion carried 5-0.

STANDING COMMITTEE REPORTS

Committee on Administration

No meeting. No report.

Committee on Finance

Approval of Monthly Recap of Expenditures for September, 2023

In Treasurer Ostrowicki's absence, Hale presented the Finance Committee Report. Hale shared that Total Operational Expenditures were in the amount of \$908,864.19. Other Fund Expenditures were \$16,125.48 for Total Expenditures of \$924,989.67. Hale moved approval. Shaw seconded. There was no discussion. **ROLL CALL VOTE:** Beutler, Seacrest, Shaw, Sloan, Hale – AYE. Ostrowicki and Gerteisen absent. Motion carried 5-0.

SPECIAL COMMITTEE REPORTS

One Book One Lincoln

Patty Beutler reported that she attended the Gere branch watch party of the Zoom interview with *Remarkably Bright Creatures* author, Shelby Van Pelt. Both the author and the interviewer, Librarian Caitlin Lombardo, did a wonderful job. Lombardo sported a hand-knitted octopus hat which looked grand with her tentacles and braids. Twenty-five people attended the watch party. Beutler read from Lombardo's report, documenting 68 unique users, and likely more as some book clubs hosted their own watch parties. One highlight was Shelby talking about how important libraries are, and that the informal literary and writing programs offered at libraries gave Van Pelt her start. She also shared a fabulous reading list, and the library is looking into acquiring any titles on her list LCL doesn't already own and is creating a reading list for the webpage. Director Wieber shared that the final OBOL annual report will be available soon. Hale asked if there was good engagement from listeners. Beutler reported that there was, and that Van Pelt was a funny, gracious, engaged presenter. She shared information on her writing process and favorite books, including "The Soul of an Octopus" by Sy Montgomery, which will likely result in a run on that title.

Foundation Executive Director Report

Gail McNair absent – no report.

NEW BUSINESS

Awarding of contract renewal for courier services with Mail Management Services, Inc., not to exceed \$78,000

Director Wieber noted that this is the first of three available annual renewals for this contract. Assistant Director Glass reported that Mail Management delivers to and picks up from every branch daily, transporting everything from books and materials to large items like the Pigeon costume. They do a great job and were also our previous contractor. Sloan asked if we continued to be pleased with their work, Glass affirmed. Seacrest moved approval. Hale seconded. There was no further discussion. **ROLL CALL VOTE:** Seacrest, Shaw, Sloan, Hale, Beutler – AYE. Ostrowicki and Gerteisen absent. Motion carried 5-0.

Authorization to Submit Application for a Nebraska Library Internship Grant

Director Wieber reviewed the Board's role in approving such grants, and indicated that this is an annual request, overseen by Branch Manager Lisa Olivigni, to bring in summer interns, at \$1,000 each. Olivigni shared that over the last two years, she and AD Glass have made some changes to the internships to make them more meaningful experiences for those involved. Each branch hosts one intern, and each intern is scheduled to visit different branches and departments, to get a better understanding of what they might see should they pursue an interest in Library Science, which is the ultimate goal of the Nebraska Library Commission's program. She shared that one of last year's interns who was prepared to pursue a degree in elementary education, was inspired by the internship to change her focus to becoming a school media specialist. Hale asked if LCL paid for any additional hours beyond the \$1,000 budgeted by the grant, Olivigni replied no, they're held to the amount of the grant. Hale asked if the six

interns from this grant represented the total of the interns the Board met over the summer. Olivigni shared that AD Glass also worked with a separate Mayoral program to secure one additional intern. Hale moved approval of the request. Shaw seconded. There was no further discussion. **ROLL CALL VOTE:** Seacrest, Shaw, Sloan, Hale, Beutler – AYE. Ostrowicki and Gerteisen absent. Motion carried 5-0.

PRESIDENT'S REPORT

Sloan shared his positive impressions of his brief tour through the new Williams branch, and his appreciation of the process.

ASSISTANT LIBRARY DIRECTOR'S REPORT

Assistant Director Glass shared that the second reading before the City Council to approve the placement of ballot drop boxes outside four library branches (Anderson, Gere, Walt and Eiseley) will take place on Monday. Glass thanked Senior Law Department Attorney Jocelyn Golden for her work on the agreement, which passed the County Board last week.

She reported that Gere continues to need to hire folks, 40 hour position has been offered to a current employee, and the 20-hour vacancy was just filled by another current staffer, opening a 20 hour at BMPL and a 30 at GERE.

Public Information Specialist Amy Huffman and AD Glass have been working with LTU on various projects, recently planning Snowplow Santa and last Friday, they filmed Glass in the Pigeon costume, from Mo Willems' picture book, "Don't let the Pigeon Drive the Bus" trying to drive the StarTran bus. Check the Facebook page for video.

Hale asked about the previous placement of ballot boxes inside the library, and the reason for the change. Glass confirmed, new legislation passed by the Nebraska Legislature has mandated that ballot boxes like those, which were temporary, must be replaced by permanent, secure structures set in concrete, as these will be. Glass noted those inside boxes were very popular and well used, so we were pleased to be able to facilitate this change. She noted that until now, there has only been one drop box at the Election Commission office, for a population of nearly 300,000. Other cities Lincoln's size have multiple drop locations for their ballots. Hale asked how the vote went for the County, and Glass reported it passed 5-1.

LIBRARY DIRECTOR'S REPORT

Director Wieber shared progress on the Strategic Planning process – the committee has worked together to identify the six community stakeholders: Lisa Hale from the Board; Francisca Beltran from the City's Human Rights office; Marilyn More; Doug Emery, former Library Board and City Council member; Nola Derby-Bennett, Director of Community Learning Centers at LPS and Sondra Washington, current City Council member. President Sloan asked about staff representation and Director Wieber noted that this is the community stakeholders group and that a staff committee of 16-20 will also be named to participate.

Future Libraries Engagement Update with BVH and MSR Design.

Director Wieber reported that he and the team members from BVH and MSR had come directly to the Board meeting from the final day of community engagement meeting at Eiseley. He shared that last week meetings were held at Bennett Martin and Walt. Wieber shared that the meetings were well attended and there was excellent engagement with the community. Folks were passionate and happy to participate, and the team of MSR Architect Matthew Kruntorad, and Cleve Reeves and Mark Bacon from BVH all did a wonderful job. He invited them to share their thoughts and next steps.

Kruntorad shared that based on his past experiences with this process in other cities, the structure of meeting with small groups at the neighborhood branches has been very successful. Turnout has been good, and the small groups have generated passionate conversations. The larger public group meetings have also generated good talks. He believes the wide range of reactions and responses gathered will provide an excellent backdrop for putting a plan into motion. The input has been beneficial and meaningful and will provide guidance to future efforts. Bacon shared the group has many times heard appreciation from attendees that their voices were sought out and heard. Kruntorad shared that the community conversations along with the statistics and metrics gathered will be combined into a report addressing both directional and specific- short term /long term trends and will present strategies for actions moving forward. The team will prioritize actions and the report will be presented to the Board in November. Reeves shared that the online surveys are still live, and engagement is being sought via Facebook and Beanstack, and the links are available at branches. If numbers are still low, we will keep the surveys open longer. The heat mapping exercise is still available for patron interaction at all branches but Williams, and the facilities-specific surveys are still available as well. The website tracking the progress of the project, <https://www.futurelibrarieslcl.org/>, will stay live throughout the project. All media reports will be posted there as well.

Kruntorad noted that analysis of the data has begun, both empirical and subjective. That will be wrapped up with the report next month. Next step is to begin phase two, to test out the gathered suggestions to create the proposal, along with beginning polling. Phase 3 includes educational programs and building the knowledge base to go out and pitch the final recommendations. Wieber stressed the planned timeline is best-case, and what we will have over the next months will be a working draft, and if needed the Board could call a special meeting should there be any needed timely approvals. Beutler commended the community emphasis – that while visiting each neighborhood branch, care was given to welcome in the community and that was clearly appreciated by those attending. Hale commended the team who organized the attendance of community members – Wieber, Dale, and all the Branch Managers. Special thanks to Lisa Olivigni for her last minute push to get folks invited to today’s Eiseley meetings.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:32 p.m.