

**LIBRARY BOARD MEETING MINUTES  
TUESDAY, DECEMBER 20, 2011; 8:00 AM  
BENNETT MARTIN PUBLIC LIBRARY  
136 S 14TH STREET, LINCOLN, NEBRASKA**

**LIBRARY BOARD MEMBERS PRESENT:** Maja Harris, April Stevenson, Herb Friedman, Herb Schimek, Martha Florence, Kathy McKillip. A quorum was present. (One vacancy exists)

**OTHERS PRESENT:** Pat Leach, Library Director; Greg Mickells, Assistant Library Director; Paul Jones, Accountant; Barbara Hansen, Administrative Aide; Carolyn Dow, Polley Music Librarian; Gail McNair, Foundation for Lincoln City Libraries Executive Director; Jeff Kirkpatrick, City Attorney's Office; Denise Pearce, Mayor's Office.

The meeting was called to order at 8:00 a.m. by President Harris. It was announced the Open Meetings Law of the State of Nebraska was posted as required.

**APPROVAL OF AGENDA:** The Agenda for the December 20, 2011, Library Board Meeting was posted according to the Open Meetings Law of the State of Nebraska. Moved by Stevenson, second by Schimek to approve the agenda as posted. Roll Call Vote: Friedman, Harris, McKillip, Schimek, Stevenson – aye; Florence -absent. Motion carried 5-0.

**PUBLIC COMMENT ON AGENDA ITEMS:** None.

**APPROVAL OF MINUTES:** Moved by Friedman, second by Schimek to approve the minutes of the November 15, 2011, meeting as published. Roll Call Vote: Friedman, Harris, McKillip, Schimek, Stevenson – aye. Absent: Florence. Motion carried 5-0.

**STANDING COMMITTEE REPORTS:**

*Committee on Administration:* (Ms. Florence arrived at this time.)

**Library Board Vacancy** - Stevenson reported the committee had met to review the applications of the 12 individuals who expressed interest in being appointed to the Library Board for the vacant four year term (2012-2016). The committee recommends three individuals, in priority order, 1) Donna Marvin, 2) Carol Speicher, or 3) Nate Blum for appointment to the Library Board. After discussion it was moved by Stevenson, second by Schimek, to recommend 1) Marvin, 2) Speicher, or 3) Blum for appointment as recommended by the committee. Roll Call Vote: Harris, McKillip, Stevenson, Friedman, Schimek, Florence – aye. Motion carried 6-0.

**Approval of Revised Library Rules** – Stevenson reported it has been requested by staff that the Library Rules be updated to include a definition for obscenity. With the assistance of the Law Department, item 10.B. of the rules has been updated to include “obscenity is used here in its legal definition of materials considered outside the bounds of constitutionally protected speech.” Moved by Stevenson to approve Library Rules as revised. Second by McKillip. Roll Call Vote: McKillip, Schimek, Stevenson, Florence, Friedman, Harris – aye. Motion carried 6-0.

*Committee on Buildings & Grounds:* No report.

*Committee on Finance:* Stevenson reported on the Recap of Expenditures for November 2011 listing claims in the amount of \$668,976.64. Stevenson moved approval of the report and payment of all claims. Second by McKillip. Roll Call Vote: Stevenson, Friedman, Schimek, Florence, Harris, McKillip – aye. Motion carried 6-0.

## **SPECIAL COMMITTEE REPORTS:**

***Downtown Library Development*** – Leach reported that the contract has been signed and funding secured for the Main Library Vision and Concept Study. The committee will be meeting in early January to kick off the project.

***Foundation Board*** – Gail McNair, Executive Director, Foundation for Lincoln City Libraries, provided a history of the Foundation noting that the Foundation is a non-profit 501(c)3 corporation founded in 1954 to enhance and enrich Lincoln's community library system. The Foundation endowment is currently \$2.4 million, made up of funds to support specific and general needs of Lincoln City Libraries. The Foundation has an Investment Policy which dictates a 5% annual payout from the funds. The Foundation monies are currently managed by Pittenger and Anderson, Inc. Investment Advisors. The board consists of not less than 20 trustees who are eligible to serve three three-year terms. As the library system faces new challenges, the Foundation is committed to increasing private support by stepping up its outreach and fundraising efforts.

### ***Technology*** –

**Windstream Data Line Renewal** - This is the first renewal of the library's contract with Windstream for the data lines within the library. Annual amount of the contract is \$47,583.36. Moved by Schimek, second by Stevenson to approve the renewal of the Windstream contract. Roll Call Vote: Friedman, Schimek, Harris, McKillip, Stevenson, Florence – aye. Motion carried 6-0.

**Authorization of Computer Purchase** – The purchase of 60 Dell computers at a cost of \$578 each will allow the replacement of dated staff computers throughout the library system. Keno funds have been allocated for this purchase, totaling \$34,680. Moved by Schimek, second by McKillip to authorize purchase of 60 Dell computers. Roll Call Vote: Friedman, Schimek, Harris, McKillip, Stevenson, Florence – aye. Motion carried 6-0.

***Trustee Development:*** Pat Leach reported on the progress of the library's strategic plan.

**OLD BUSINESS:** None.

## **NEW BUSINESS:**

**Authorization of Book Sale Proceeds Allocation** – 2011 Book Sale proceeds totaled \$41,259.95. Pat Leach requested authorization to expend funds for library materials with the allocation \$1,000 for Polley Music Library, \$20,129.95 for adult collections, and \$20,130 for youth collections. Moved by Friedman, second by Schimek, to approve allocation as requested. Roll Call Vote: Harris, McKillip, Stevenson, Florence, Friedman, Schimek – aye. Motion carried 6-0.

**Re-appropriation of Carry Over Funds from FY 2010-2011** - A list of projects to be funded with unspent money (\$209,000) from fiscal year 2010-11 was distributed and reviewed. Concern was expressed regarding the use of security cameras and customers' right to privacy. It

was noted that when the time comes to make a purchase, the Board would need to approve the purchase of security cameras because the amount exceeds \$25,000. Additional information about security cameras and their need will be presented at the next Board meeting. Stevenson moved approval of the list of projects. Second by McKillip. Roll Call Vote: Harris, McKillip, Stevenson, Florence – aye; Friedman, Schimek – nay. Motion carried 4-2.

**PRESIDENT’S REPORT:** Harris congratulated Tammy Teasley on her new position as Library Resource Coordinator. This promotion was due to the retirement of Suzan Connell. Harris brought to the Board’s attention a December 4, 2011, *New York Times* article “The New Digital Divide.” The article can be read at

<http://www.nytimes.com/2011/12/04/opinion/sunday/internet-access-and-the-new-divide.html?pagewanted=all> .

**LIBRARY DIRECTOR’S REPORT:** Pat Leach reported that the Nebraska State Advisory Council on Libraries was established by the Nebraska Library Commission to advise the Commission on statewide library development and planning. Leach is a member of the State Advisory Council and will be Chair as of January 1, 2012. Leach shared a copy of the architectural issue of the Library Journal which features a photograph of the Lied Library in Scottsbluff. The expanded Lincoln Cares program is set to launch in February. The program has been expanded to include the Library and Aging as well as Parks and Recreation. Leading to Reading spaces have been identified for funding through this program.

**ASSISTANT LIBRARY DIRECTOR’S REPORT:** In addition to his written report, Greg Mickells noted that the Painting and Remodel bid closed on December 16<sup>th</sup>. Three companies bid. The bids came in higher than expected. The Buildings and Grounds Committee will review the bids and make a recommendation at the January Board meeting.

**PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA:** None.

**ADJOURNMENT:** There being no further business the meeting was adjourned at 9:28 a.m.