

## SEWARD MEMORIAL LIBRARY BOARD MEETING

Tuesday, September 13, 2016 4:30 PM

Board Members Present: Stephanie Croston, Bruce Creed, Bob Dahms, and Juanita Hill.

Absent: Nancy Lamberty.

Also: Becky Baker, Library Director.

Notice of the meeting was given in advance by posting the notice of such meeting, with the agenda thereon, in the following places: City Hall, County Courthouse, and the Seward Memorial Library. Notice of this meeting was simultaneously given to all members of the Library Board. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

### 1. CALL TO ORDER & RECOGNITION OF OPEN MEETINGS ACT AVAILABILITY

The meeting was called to order at 4:35 p.m. by Chairman Juanita Hill, who highlighted the availability of the Open Meetings Act.

### 2. LIBRARIAN'S REPORT

**A. Programs:** Fall programs are going well; a few late registrations are still coming in for the children's programs.

Summer numbers of attendees include:

Pre-3: 59 at 6 programs  
Story Time: 446 at 30 programs  
School Aged: 687 @ 44 programs  
Reading Club: 251  
Teen Reading Club: 76  
Adult Reading Club: 185  
Special Programs: 618 @ 4 programs

Upcoming book group titles are:

Midday Mysteries: Kill Artist by Daniel Silva  
Best of NYT: Sutton by J. R. Moehringer  
Random Reads: Eric by Doris Lund

Author Suzi Parron spoke to about 45 attendees and the talk on the Justice Center had about the same number. The community book discussion on Sutton had a dozen attendees and a talk about crimes in Seward County and historic Nebraska will take place on October 2 at 2:00 p.m. This program will conclude the 2016 ASRT program.

On September 24 the library will host a tailgate party from 11:00 a.m. to 1:00 p.m. This time is reduced from last year but staff feels a two hour event will be ok. Friends are contributing money towards the food and prize purchases for this program.

On September 29 at 2:00 p.m. Karen Shoemaker, the author of this year's One Book, One Nebraska title The Meaning of Names, will speak.

The Library sent out 227 *Leading to Reading* cards last month.

**B. Operations:** Friends of Seward Library: Décor Days will be set up on Friday, September 23 beginning at 4:00 p.m. and will run until October 4 with take-down also beginning at 4:00.

Membership Policy Clarification: A patron who lives out of city limit who rents business space inside city limits has asked for clarification as to whether this qualifies for a free library card here. We have allowed non-resident owners (but not renters) of business property in Seward to get free cards in the past. Residential renters do get free library cards. A policy update is required if the Board wishes to allow this. Dahms moved to update the circulation policy to allow a free card to non-residents who rent business property inside the city limits of Seward. Creed seconded. Voting aye: Creed, Croston, Dahms, and Hill. Voting nay: none. Absent and not voting: Lamberty. Motion carried.

Facilities: A small roof leak damaged a ceiling tile this past weekend. The roof installers have been contacted and will be out to repair it when weather cooperates. The fire alarm panel has been replaced and a few related items still need to be completed, followed by an inspection by the fire marshal. The library's security camera system is in the process of being switched to Bizco, the City of Seward's new technology support firm, from another firm. The new system is much more inexpensive and the support will be more seamless since the City's firm will be the installer.

S150 Committee: The next meeting of this committee will be held on September 20 at 7:00 p.m. Staff has created a rough outline of what might take place at the library as part of this celebration.

Business Continuity Plan: Staff has reviewed and made a few minor updates to the library's Business Continuity Plan. No major changes were needed.

Board CE: The Board currently needs 3 more CEU's by June 2018. On September 23 Bruce plans to attend a workshop here that will earn 2 of these hours.

NLC Accreditation: Because the groups of public libraries being accredited every three years had become lopsided over the years, the Nebraska Library Commission held a random drawing to give several libraries an extra year of accreditation. Seward was one of the lucky ones, so our accreditation now goes to 2019 instead of 2018!

**C. Statistics:** Circulation for last month is down 3,043 from the previous month and up 387 from last year. Circulation for the previous 12 months now totals 110,783, not including OverDrive use. The collection now stands at 56,044 items not counting OverDrive resources. Attendance for last month is up 124 from the previous month and up 291 from last year.

Computer use was up 37 from last month and up 17 from last year.

**3. 2016-17 BUDGET-Update on status and any resulting actions required**

Baker shared the final draft of the budget for next year. The Board had no questions at this time.

**4. CONSENT ITEMS**

Creed moved and Dahms seconded that consent items a, b, & c be approved. Voting aye: Creed, Croston, Dahms, and Hill. Voting nay: none. Absent and not voting: Lamberty. Motion carried.

Meeting adjourned at 4:51 PM.

Respectfully submitted,  
Stephanie Croston, Secretary