

SEWARD MEMORIAL LIBRARY BOARD MEETING

Tuesday, January 10 2017 4:30 PM

Board Members Present: Bruce Creed, Juanita Hill, and Nancy Lamberty.

Absent: Stephanie Croston and Bob Dahms.

Also: Karl Miller, City Council, Jonathon Wilken, City Council and 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.

Chairman Juanita Hill asked that someone fill in as secretary. Bruce Creed volunteered to fill in.

2. LIBRARIAN'S REPORT

A. Programs: Spring sessions of programs will begin the week of January 23 and will run through March. No changes from the fall sessions were suggested, so we are taking additional registrations to fill the preschool story time sessions that were not full and adding to the daily after school programs. Megan is taking appointments for face to face technology assistance in January and later will offer some more structured craft and technology classes.

Upcoming book group titles are:

Midday Mysteries: *The Tourist* by Olen Steinhauer

Best of NYT: *What Alice Forgot* by Liane Moriarty

Random Reads: *A Little Piece of Sky* by Nicole Bailey-Williams

Fit For 150 is a new community weight loss challenge program the library is promoting as part of the year long S150 celebration. A registration sheet is available for your review.

Two showings of *Ethan Frome* will take place in January as Pre-Chautauqua events. Over the next four months staff is planning to show two other Edith Wharton films and hold two book discussions – details are still being planned.

The Library sent out 238 *Leading to Reading* cards last month.

B. Operations: Facilities: The original HVAC installer has taken care of the fire/smoke damper door installation at no cost to the library. The fire marshal has not yet been here to finalize his inspection.

Schedule: The library will be closed on Monday, January 16 in honor of Martin Luther King, Jr. Day.

Reports: Staff is working to complete the current public library survey that is due by February 17, 2017. Also, the e-rate form cycle for 2017-18 has started. These both take a lot of time as they are quite detailed. The library's annual report will be presented to the City Council on February 7.

Administration: As was listed in the paper last week, Seward's City Administrator will be leaving, due to family reasons, at the end of January. The Mayor and City Clerk remain available to answer any questions that may arise while this position is vacant.

C. Statistics: Circulation for last month is down 1,113 from the previous month and down 594 from last year (we were open three fewer days in December this year). Circulation for the previous 12 months now totals 109,675, not including OverDrive use. The collection now stands at 57,104 items not counting OverDrive resources.

Attendance for last month is down 1,900 from the previous month and down 1,107 from last year.

Computer use was down 158 from last month and down 169 from last year. Once again, the fewer number of open days probably contribute to the lower numbers this December.

3. ANNUAL REPORT-Review draft and approve format

Board reviewed the annual report. Creed made a motion to approve the report as presented. Lamberty seconded the motion. Voting aye: Creed, Hill and Lamberty. Voting nay: none. Absent and not voting: Croston and Dahms. Motion carried.

4. 2017 CALENDAR-Approval of schedule

Creed moved that the 2017 calendar be approved as presented last month, noting that the library will be open on July 3rd and adding a closed day on Sunday, December 31. Lamberty seconded the motion. Voting aye: Creed, Hill and Lamberty. Voting nay: none. Absent and not voting: Croston and Dahms. Motion carried.

5. CONSENT ITEMS

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

Meeting adjourned at 4:45 PM.

Respectfully submitted,
Bruce Creed, acting Secretary