

SEWARD MEMORIAL LIBRARY BOARD MEETING

Tuesday, November 10, 2015 4:30 PM

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

Absent: Stephanie Croston and Bob Dahms.

Also: Barbara Pike, Councilman, 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 children's programs ended the last week of October. Staff discussed the schedule and decided to keep the same programs, though the Pokémon program will be advertised a bit differently so parents understand that card trading will likely be happening.

The Read Aloud Nebraska workshop that was hosted here last Friday was very successful. Over 50 participants learned much about the importance of reading aloud to youth and more.

This evening several Vietnam veterans will talk about their experiences in the war. This program is in coordination with the 2015 One Book, One Nebraska title and begins at 7:00 p.m.

Upcoming book group titles are:

Midday Mysteries: Ghost Hero by S. J. Rozan

Best of NYT: The Bridge by Karen Kingsbury

Random Reads: Demon by Tosca Lee

The library staff is working on several program ideas to take place during the break between the regular fall and spring sessions.

The Library sent out 259 *Leading to Reading* cards last month.

B. Operations:

Computer issues: The computer that records the library security cameras was not functioning properly for several weeks. Updates to the computer were installed and it still was not working. However, a few days ago it once again started recording. Staff will continue to watch this machine, though no money is in the library budget for its replacement. It did start working in time to record two young teen boys who were rough-housing in the tower room, including climbing up on the window seat backs and a windowsill. Staff asked the police to help identify them using the video, so the names and phone numbers of the two are now in staff possession and calls to their homes will be made if they return to the library and act this disrespectful again.

Reports: The NLC state statistical report filing window opened this week and is due by February 19. This one goes into a lot of detail about the previous fiscal year. The e-rate cycle will soon begin. A training webinar will be viewed on December 1. This federal program once again has some changes.

Accreditation and Certification: The Seward Memorial Library received a certificate for the Gold (highest) Level of Accreditation by the Nebraska Library Commission. Juanita attended part of last Friday's workshop, earning another 5 hours for the Board's certification effort.

Staffing: We are looking ahead to the spring schedule now to make sure the hours can be covered sufficiently when one staff member takes maternity leave. Currently another staff member has taken the month of November off for personal time.

Youth Services Grant: Staff has not yet heard if Seward was awarded a NLC grant for AWE equipment. Their initial announcement date was Nov. 9, but has been moved to the afternoon of the 12th. The NLC will not fund grants for the AWE equipment again.

C. Statistics:

Circulation for the previous month is down 268 from last month and down 644 from last year. Circulation for the previous 12 months now totals 113152, not including OverDrive use. The collection now stands at 57,001 items not counting OverDrive resources.

Attendance for last month is down 1,077 from last month and down 380 from last year.

Computer use was down 11 from last month and down 21 from last year.

3. STRATEGIC PLAN – continued review

Seward Memorial Library staff was interviewed by NET Radio for a future of libraries segment that will air later this month.

4. FISCAL YEAR REPORT – review, discuss annual report format

Baker reviewed the first draft of the ten year statistical page. All numbers are firm except two; she will work on finalizing this.

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 4:50 PM.

Respectfully submitted,
Bruce Creed, acting Secretary