

SEWARD MEMORIAL LIBRARY BOARD MEETING

Tuesday, December 13 2016 4:30 PM

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

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

2. LIBRARIAN'S REPORT

A. Programs: The programs offered lately have seemed to have better attendance than expected.

Meet the Stars (hockey team): 47
Holiday sing-along: 55
Make and Take Crafts: 99
Craft programs in December including:
Cards: 10
Wreaths and ornaments: 19
Cookie cutters: 11
Bags/Boxes: 20

Spring sessions of programs will begin the week of January 23 and will run through March. Staff will discuss any possible changes next week at our regular staff meeting.

Upcoming book group titles are:

Midday Mysteries: Deck the Halls by Mary Higgins Clark & Carol Higgins Clark
Best of NYT: Silent Night by Robert B. Parker
Random Reads: Christmas on the Great Plains edited by Dorothy Dodge Robbins

The Library sent out 246 *Leading to Reading* cards last month.

B. Operations: Friends of Seward Library: They continue to sponsor a Yankee Candle fundraiser so if you know anyone interested in participating contact a Friends member for the information. This will run until January 9th.

Seward Library Foundation: Thanks to the diligence of Duane Gabriel, shares of some stock from the Graff estate have finally been changed to Seward Library Foundation ownership! The Seward Library Foundation continues to work on the "Preserving Seward County's History" project – a letter to the editor has been submitted that highlights donation opportunities for the public.

Facilities: The original HVAC installer will take care of the fire/smoke damper door installation. This should be done at no cost to the library. Once that is complete, the fire marshal will be contacted to finish his inspection of the recent work done here.

Staff: Tara Larsen has reported her last day with us will be March 1 because of student teaching and graduation. The library will begin looking for her replacement after the holiday season. We appreciate the advance notice as a new hire should be able to begin as soon as needed.

S150 Committee: The next meeting of this committee will be held in January. The painting sponsored by the Fraser family in memory of T.J. Fraser has been delivered to the library. Staff will ask city personnel to help hang it, though in a few months it will need to be delivered to Lincoln for the statewide S150 tour before returning to its permanent home here. Insurance coverage will be checked on, in case an additional rider is needed.

Schedule: The library will close at noon on December 23 and be closed until Tuesday, December 27. The library will also be closed December 31 – January 2.

C. Statistics: Circulation for last month is down 1,051 from the previous month and up 653 from last year. Circulation for the previous 12 months now totals 110,269, not including OverDrive use. The collection now stands at 57,012 items not counting OverDrive resources.

Attendance for last month is down 378 from the previous month and up 1,414 from last year.

Computer use was up 36 from last month and up 107 from last year.

3. TECHNOLOGY PLAN-Review, update if needed, approve

Baker reported that updates to the technology support firm and the advisory committee were made. Bruce Creed moved to accept the Technology Plan as presented. Nancy Lamberty seconded the motion. Voting aye: Creed, Dahms, Hill and Lamberty. Voting nay: none. Absent and not voting: Croston. Motion carried.

4. 2017 CALENDAR-Approval of schedule

Baker was asked to gather more information and bring item to Board next month.

5. CONSENT ITEMS

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

Meeting adjourned at 4:55 PM.

Respectfully submitted,
Bruce Creed, acting Secretary