

April 15, 2019

Board President Larry Jirsak called the meeting to order at 3:30 p.m. in the library board room.

Roll Call

The following members were present: Larry Jirsak, Earl Underwood, Shari Kment & Mandy Ostdiek. Also present was Library Director Walker, and Senior Office Associate Tracy Parr. Tracy will be recording the meeting minutes.

Notice of Meeting and Agenda

The meeting was preceded by publicized notice in the Fremont Tribune and the agenda displayed in the municipal building, online at www.fremontne.gov/library and distributed. A copy of the open meeting law is posted continually for public inspection and is located near the entrance of the library auditorium.

Reading of Minutes

No action was taken on November 19, 2018 minutes.

Board Member Underwood moved to approve the December 17th minutes as written. Board Member Ostdiek seconded it. Carried.

Unfinished Business

1. Manual - Each of the Library Board Members were given a copy of the policy manual to look over and report back any concerns or request for changes by the June Board Meeting. Following Board approval it will be sent to the legal department for review and approval before going before City Council for final approval.
2. TRLS - No action was taken.

New Business –

1. State Report. State reporting was completed by the library director Tina Walker. The Nebraska Library Commission had questions about budget & funding, it needs to be worked out for next year as it affects accreditation. For now approval of the reporting is complete.
2. Library Annual Report. This report was presented at City Council last week. Board Member Underwood made a motion that they receive and accept as written. Board Member Kment seconded it. Carried.
3. Library City Code. This can be found under city municipal codes, then under departments. This will be presented at the next Library Board Meeting with proposed changes.

Reports

1. Director's Report - Director Walker let the Board know that the library is currently fully staffed, but that we are working on some personnel issues. She discussed that the library was approved for an internship from the Nebraska Library Commission. The annual report, which is linked on our homepage, notes our shortcomings of staffing as we are below the median FTE of peer group by almost 1.5. She explained that our lighting project still needs to be finished, and that there was a misunderstanding about whether or not we still wanted it done or not. The library is on board with the LED light conversion. Director Walker is currently working on CIP issues for the next budget cycle, it is proving difficult due to expansion. In addition she is also working on IT needs for the next budget cycle. She is also trying to schedule a meeting with IT & Finance to discuss new software for Paper Cut & My PC transition.
2. Expansion Committee Report. Director Walker spent the book sale answering questions about the library expansion and handing out brochures. She has been applying for several grants that are available. She needs to revamp the committees due to people moving, getting new jobs, traveling and personnel issues. We will start the major asks this fall.
3. Friends of the Library Report. Book sale finished solidly. Waiting on official numbers, but looks like we may have made more money this year. They are hoping to make Christensen Field a permanent location. The Friends won an award from the Chamber for Chamber Member of the month of March and they have been nominated for a Baker & Taylor award. They will get \$1,000 grant if they win. Dave's Drive-Thru Liquor made \$7,900 in 12 months and is all volunteer work. Food Truck Association fundraiser made enough money to award 5 families with a little over \$700 for each family.

With no further business, motion to adjourn was made at 4:15 p.m. with Board Member Ostdiek making the motion and Board Member Kment seconding it. Carried.

(Signed) by Tina Walker, Library Director