

September 16, 2019

Board President Larry Jirsak called the meeting to order at 3:32 p.m. in the library auditorium.

Roll Call

The following members were present: Larry Jirsak, Mandy Ostdiek, Earl Underwood, Tom Adamson and Shari Kment. 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 is posted in the Administration Office at Keene Memorial Library, 1030 North Broad Street and online at www.fremontne.gov/library and distributed. A copy of the open meetings law is posted continually for public inspection and is located near the entrance of the library board room and library auditorium.

Motion was made re-organize the agenda's orders of business:

1. First item of re-organization was to move the expansion report to the first item of business. Board Member Earl Underwood made a motion to move the expansion report from the Report section to before unfinished business. Board Member Tom Adamson seconded. Motion carried, with a 5-0 vote. Ayes: Larry Jirsak, Mandy Ostdiek, Earl Underwood & Tom Adamson and Shari Kment.
2. Board Member Tom Adamson made a motion to amend the library policy handbook with but the new Business Temporary Cards rules approved by City Council. Board Member Earl Underwood seconded. Motion carried, with a 5-0 vote. Ayes: Larry Jirsak, Mandy Ostdiek, Earl Underwood & Tom Adamson and Shari Kment.
3. Board Member Earl Underwood made a motion to move the executive session to the last item of business, after 7.b. Board Member Mandy Ostdiek seconded. Motion carried, with a 5-0 vote. Ayes: Larry Jirsak, Mandy Ostdiek, Earl Underwood & Tom Adamson and Shari Kment.

Expansion Report

1. Ryan Strawhecker and Heather Reynolds from Paul Strawhecker & Associates were at the meeting and gave a brief overview of what they are working on in reference to the library expansion. One item they are currently working on is a brochure to be able to give to potential donors on the expansion project. They usually are handed out along with a letter of intent to donate that they can hand back in.

Reading of Minutes

Motion was made by Board Member Tom Adamson to table the reading and approval of the August 19, 2019 minutes due to the minutes not being attached to the agenda, to the October meeting. Board Member Earl Underwood seconded. Motion carried, with a 5-0 vote. Ayes: Larry Jirsak, Mandy Ostdiek, Earl Underwood, Shari Kment & Tom Adamson.

Unfinished Business

1. Library Policy Handbook. Director Walker introduced a completed library policy handbook to the Board, and a vote was taken to recommend the amended policy handbook, adding 6.2.8, to City Council. Board Member Tom Adamson made the motion and Board Member Shari Kment seconded. Motion carried, with a 5-0 vote. Ayes: Larry Jirsak, Shari Kment, Earl Underwood, Mandy Ostdiek & Tom Adamson.
2. Article 7 of the Library City Code. Article 7 of the library city code was discussed and it was recommended to send it to City Council with Board Member Earl Underwood making the motion and Board Member Tom Adamson seconded. Motion carried, with a 5-0 vote. Ayes: Larry Jirsak, Shari Kment, Earl Underwood, Mandy Ostdiek & Tom Adamson.

Reports

1. Directors Report. Director Walker discussed staffing budget approvals and what was not approved for the 2019-20 budget. She updated the Board on computer & lighting issues in the library as well. Director Walker gave an update on the expansion project and discussed donations that have been received and the Friends of the Keene Memorial Library, A Trust's status. She notified the Board that the sale of the house on the corner has not been completed and is waiting on judge approval. She also said A Trust has liquidated funds and are ready to transfer any remaining funds to Friends of the Keene Memorial Library expansion fund. A Trust, technically hasn't disbanded as they are awaiting the sale of the corner house. Director Walker also gave the Board some important dates for upcoming events at the library.
 - 9/18/19 – 9:30a.m. to 11:30a.m. FCC Town hall meeting about communication
 - 9/26/19 – 10:00a.m. to 2:00p.m. Nebraska State Bar Association free legal clinic and VA reps
 - 10/26/19 – 7:00p.m. to 8:30p.m. Haunted Library event. Volunteers are needed
 - 11/14/19 – 7:00p.m. Ceremony with the middle school choir
 - 12/17/19 – 7:00p.m. Santa & Mrs. Claus Story time

Discussion of Continuing Education Credits Webinar

1. Three Board members, Tom Adamson, Shari Kment and Earl Underwood all watched the continuing education webinar that was an hour and twelve minutes long, earning them 1.5 total credit hours. The Board discussed adding a webinar to each agenda in the future to help meet credit hour requirements and the Board will also receive webinars via email.

New Business

1. At 4:40 pm, Board Member Earl Underwood made a motion to move into executive session to discuss personnel issues for the reduction of needless injury to reputation and for the protection of individual employees. Board Member Shari Kment seconded. Board members Jirsak, Kment, Underwood, Adamson, and Ostdiek, along with Director Walker all attended the closed session at the invite of the Chair.

At 5:12p.m. Board Member Earl Underwood moved to come out of executive session. Board Member Shari Kment seconded. Motion Carried, with a 5-0 vote. Ayes: Larry Jirsak, Shari Kment, Earl Underwood, Mandy Ostdiek & Tom Adamson. Board Member Earl Underwood moved to adjourn the meeting, Board Member Shari Kment seconded. Motion Carried, with a 5-0 vote. Ayes: Larry Jirsak, Shari Kment, Earl Underwood, Mandy Ostdiek & Tom Adamson.

Next meeting will be held at the library on October 21, 2019 at 3:30 pm.

(Signed) by Tina Walker, Library Director

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