

SEWARD MEMORIAL LIBRARY BOARD MEETING

Tuesday, March 12, 2019 4:30 PM

Board Members Present: Bob Dahms, Juanita Hill, Nancy Lamberty and Jerry Pfabe.
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.

2. LIBRARIAN'S REPORT

A. Programs: The spring session of programs concludes at the end of March.

Author Joel Green spoke about Robber's Cave in Lincoln to 46 attendees last month. Kristin Pfabe and Steve Dunbar addressed 33 on March 10 about gerrymandering.

The library will soon finish the extra movie showings that have proven popular each spring. Attendance has been doing well, ranging from mid-teens to mid-thirties.

Summer program planning continues; locations for weekly prizes have been filled and a request for funding from sites that prefer not to have children visit has recently gone out. A draft of the booklet the children will receive will be shared with participating businesses this month for any last minute corrections, then will be sent to the printers along with the summer calendar the children receive.

A second non-profit lunch meeting was not as well attended as the first one, but several new groups were represented and again, appreciation was expressed for hosting this. A request for a Seward non-profit website was made and the library is putting this into action with support from the Friends. Meetings will be schedule 3 times a year.

National Library Week (April 7-13) planning continues.

This month's book group choices:

Midday Mysteries: *Sworn to Silence* by Linda Castillo
Best of NYT: *Night Road* by Kristin Hannah
Random Reads: *Killers of the Flower Moon* by David Grann

The second meeting of the new Read and Review (R&R) book club had 7 participants, several were new members. Staff feel confident it will continue.

The Library sent out 195 *Leading to Reading* cards last month.

B. Staffing: Database Subscriptions: Subscriptions to Legal Forms and Testing & Education Resource Center began March 1. Staff is working on a variety of promotions to encourage use of these resources.

E-Rate Proposals: Category 2 (equipment) proposals were not received. Category 1 (internet access) bids that were received were far more expensive than what the library currently pays, so no changes will be made.

2019 Accreditation Process: As mentioned, the existing strategic plan (which the NLC now calls the Community Needs Response Plan) needs to be updated and resubmitted this year. An updated committee is being formed for a meeting to be held later this month.

Staff Updates: Carol Thurber has decided she would prefer to continue working here so that will definitely help the library's stability over the next few months.

Friends of Seward Library: This group held their spring meeting on March 5. Past program support was reviewed by library staff. The Friends then voted to continue their support of the non-profit meetings in the future. After lengthy discussion they also agreed to continue to support the Leading to Reading postcard program, acknowledging that it needs to be publicized to a much greater degree than has been done in the past.

C. Statistics: Circulation from Seward's in-house collection for last month is down 109 from the previous month and down 819 from last year. Circulation for this collection for the previous 12 months now totals 92,299.

OverDrive checkouts total 1,055 by Seward patrons (from all collections) and 1,274 by patrons of other libraries (from Seward's collection) last month.

Seward's in-house collection now stands at 54,041 items.

Attendance for last month is down 75 from the previous month and down 835 from last year.

Computer use was down 21 from last month and down 139 from last year. Wireless use for last month totaled 4,477.

3. ANNUAL POLICY REVIEW-Program, Gift and Emergency

After review, the Board wants to make a clarification in the Program policy regarding the scheduling of home delivery so that will be an action item on next month's agenda. No changes were needed in the Gift and Emergency policies.

4. CIRCULATION AND GENERAL POLICIES-Update to allow for public faxing and to change the age from 17 to 16 to receive individual library accounts

Pfabe moved to change the General policy to allow faxing by the public using the wording presented by Baker. Lamberty seconded the motion. Voting aye: Dahms Hill, Lamberty and Pfabe. Voting nay: None. Absent and not voting: Croston. Motion carried.

Lamberty leaves the meeting.

Pfabe moved to change all references to age 17 in the Circulation policy to 16 and to change references to age 16 to 15. Dahms seconded the motion. Voting aye: Dahms Hill, Lamberty and Pfabe. Voting nay: None. Absent and not voting: Croston. Motion carried.

5. CONSENT ITEMS

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

Meeting adjourned at 4:50 PM.

Respectfully submitted,
Jerry Pfabe, acting Secretary