

SEWARD MEMORIAL LIBRARY BOARD MEETING

Tuesday, May 14, 2019 4:30 PM

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

Absent: none.

Also: Jonathon Wilken, Councilman and 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 summer reading kickoff party is scheduled for this Saturday. Events will be pending weather, but the day will proceed regardless even if it is moved inside. You are all welcome to join the fun!

The summer calendar is here and they have been distributed to the schools in town. The booklet has not arrived yet – fingers crossed they will be here by Saturday but they were ordered late. Staff will make do without them if they do not arrive on time.

On Thursday Jerry Meyer will give a talk on the Apollo 11 space flight and moon landing. He is planning to bring over a large rocket model as well. Hopefully many will attend!

Earlier today Becky Reisinger and I met with several students from the Seward Middle School to discuss many topics, including the re-formation of a teen advisory board.

This month's book group choices:

Midday Mysteries: *Dark of the Moon* by John Sandford

Best of NYT: taking June off

Random Reads: *Warlight* by Michael Ondaatje

The Library sent out 191 *Leading to Reading* cards last month.

B. Staffing: Staff Updates: Today is Emily Manley's first day as our new Library Clerk.

Budget: A schedule of the budget process has been received and is available to you now. Please let me know if any questions come to mind. You'll notice that the first meeting was held earlier today. Those involved were informed that because of the lateness of the Library Board meeting this month there may be some late comments that would be passed on.

New Services: The library has begun providing fax and laminating services. Lamination is done at \$.47 a sheet plus tax of \$.03. The cost to send a fax is \$3.00 for up to 10 pages and \$1.00 per page after that. Receiving faxes is \$3.00 plus \$.21 tax for up to 10 pages and \$1.00 plus \$.07 tax per page for each one over ten.

C. Statistics: Circulation from Seward's in-house collection for last month is down 1,327 from the previous month and down 697 from last year. Circulation for this collection for the previous 12 months now totals 90,686.

OverDrive checkouts total 1,075 by Seward patrons (from all collections) and 1,232 by patrons of other libraries (from Seward's collection) last month.

Seward's in-house collection now stands at 54,672 items.

Attendance for last month is down 307 from the previous month and down 550 from last year.

Computer use was down 12 from last month and down 125 from last year. Wireless use for last month totaled 4,341.

3. 2019-2020 BUDGET-Review draft

Baker presented the draft to the Board for review, along with the proposed budget schedule from city administration.

4. CONSENT ITEMS

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

Meeting adjourned at 4:44 PM.

Respectfully submitted,
Stephanie Croston, Secretary