

SEWARD MEMORIAL LIBRARY BOARD MEETING

Tuesday, November 12, 2019 8:00 AM

Board Members Present: Stephanie Croston, Juanita Hill, Nancy Lamberty and Jerry Pfabe.
Absent: Bob Dahms.
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 8:35 a.m. by Chairman Juanita Hill, who highlighted the availability of the Open Meetings Act.

2. LIBRARIAN'S REPORT

A. Programs: Fall programs end next week. Most of the story times and after school programs have been very successful. A few have low attendance and staff will advertise these openings in early January, before the spring session starts.

The trend of little attendance at technology classes and more interest in craft classes continues. Staff plans to make some changes in these schedules following the holidays.

On October 13 antique appraiser Tom Bassett was ill but he found his own substitute so the program was still held. The sub spoke to about 25 attendees. On October 27 a program on housing in Seward was held though only about 10 patrons came. On November 3 the library partnered with the League of Women Voters, hosting a program on Money in Nebraska Politics. Around 30 attended this program. Jerry Pfabe will present a program on the history of Concordia University on November 17. This is in coordination with their 125th anniversary.

Staff continues to work on ideas for the holiday craft program on November 30. Crafts will most likely tie into the "Light the Library" campaign that the Seward Library Foundation has kicked off. Staff is also working on some escape room days and a few movie showings in December and early January.

This month's book group choices:

Midday Mysteries: *Crime Scene* by Jonathan and Jesse Kellerman
Best of NYT: *The Tattooist of Auschwitz* by Heather Morris
Random Reads: *Wolves of Eden* by Kevin McCartney

The Library sent out 176 *Leading to Reading* cards last month.

B. Operations: Staff Updates: Elle Biffar and Mary Bohning have been hired to take over the hours of Joni Ringdahl and to be a substitute library worker. Staff has missed having a substitute to call since Wendy Schultz took over the Library Assistant I position earlier this year. The new staff will begin with training times shortly.

Holiday Hours: City offices will close at noon on December 24 and will have regular hours on December 31. Since the library is typically open until 8:00 p.m. on Tuesday nights, staff has requested that the Library Board set an early closing time of either 4:00 or 5:00 p.m. on December 31. Full time staff will work their normal hours during the week, making adjustments if needed.

Collection Concerns: A patron verbally expressed concern about an award-winning but mature graphic novel in the library's collection. Because the graphic novel collection was shelved so close to the picture book collection, staff felt one positive response to the patron's comments was to do a bit of rearranging. The graphic novel collection is now inside the tower room, before the young adult titles begin. This adds a bit of physical separation to the two distinct collections.

Agenda Placement: Baker attended a CASTL meeting recently that covered agenda and minute legalities. After review, it was discovered that agendas do not have to be placed in specific locations by either code or bylaws. Staff suggests a possible change may be to move one posting site from the Court House to the Municipal Building for the Library Board agenda. Baker also found that City code no longer specifies the second Tuesday of the month for Library Board meetings, though the bylaws of the Library Board state that. If the Board wishes, an actual day of the month for a meeting time that works better with the City Treasurer may be found.

Census: A Census worker requested posting a "want ad" in the library. Staff was unsure of procedures-thoughts?

C. Statistics: Circulation from Seward's in-house collection for last month is up 1,018 from the previous month and down 657 from last year. Circulation for this collection for the previous 12 months now totals 86,033.

OverDrive checkouts total 1,196 by Seward patrons (from all collections) and 1,451 by patrons of other libraries (from Seward's collection) last month.

Seward's in-house collection now stands at 55,215 items.

Attendance for last month is up 2,295 from the previous month and down 311 from last year.

Computer use was up 7 from last month and down 84 from last year. Wireless count for last month is partial but it is hoped the problems are now repaired. There were 2,710 uses from October 8-31.

3. CONSENT ITEMS

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

Meeting adjourned at 8:22 AM.

Respectfully submitted,
Stephanie Croston, Secretary