

## SEWARD MEMORIAL LIBRARY BOARD MEETING

Wednesday, March 4, 2020 8 a.m.

Board Members Present: Stephanie Croston, Bob Dahms, Juanita Hill, and Jerry Pfabe.  
Absent: Nancy Lamberty.  
Also: Jessica Kolterman, Councilperson 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, Seward Municipal Building, 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 8:05 a.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 will conclude the first week of April. Staff is already starting to brainstorm changes for the fall.

Dave and Joanne Neeley spoke to 37 about living in two countries on February 9 and Dawn Navis spoke to 31 on Feb. 23 about helping at an orphanage and other experiences she had in Africa. Jerry Pfabe talking about murders in Seward County from the 1920s through the 1940s on March 8.

Movies continue to be popular, with a new high set for A Beautiful Day in the Neighborhood with 43 enjoying this movie.

A Progressive Yoga Series with Ellen Chaffin began Monday night. The registration for this joint program filled up quickly and then was extended by the instructor.

National Library Week plans include York College performing here on April 18 (The Stinky Cheese Man and Other Fairly Stupid Tales) and Pippa White performing on April 19 (Women Who Changed the World--Scientists, Activists and Suffragists). Displays and other April events will highlight the 19<sup>th</sup> Amendment. Thursday, April 23 is the night for Book Review Bingo. Other events for the celebration include a bookmark contest, a StoryWalk (potentially), 3<sup>rd</sup> Graders writing to themselves as Seniors, a Preschool Party, and more.

This month's book group choices:

Midday Mysteries: *The Bone Collector* by Jeffrey Deaver  
Best of NYT: *The Deep End of the Ocean* by Jacquelyn Mitchard  
Random Reads: *Golden Hill* by Francis Spufford

The Library sent out 168 *Leading to Reading* cards last month.

Bob Dahms arrives at 8:09am.

**B. Operations:** Fine-Free: To date staff has received mostly positive comments about this change. A couple of patrons were concerned about being billed for the amount of the item when it could no longer be renewed. Staff will continue to monitor details of this change in case any policy needs tweaking.

Digital Sign: The sign itself is in place but there was a problem in getting electricity to it (misidentification of existing power lines). Hopefully it will be up and running within the next two weeks.

Friends: The Friends of Seward Library will hold its spring meeting on Thursday, March 12 at 6:30 p.m. If the Board has any items for their agenda please share now.

Adopt-A-Shelf: Staff has now kicked off this program and several volunteers have already spent a lot of time dusting and straightening. Staff will continue to promote this to local groups and individuals.

**C. Statistics:** Circulation from Seward's in-house collection for last month is up 688 from the previous month and up 814 from last year. Circulation for this collection for the previous 12 months now totals 86,801.

OverDrive checkouts total 1,166 by Seward patrons (from all collections) and 1,200 by patrons of other libraries (from Seward's collection) last month.

Seward's in-house collection now stands at 55,788 items.

Attendance for last month is up 326 from the previous month and up 657 from last year.

Computer use was down 16 from last month and also down 16 from last year. Wireless count for last month was 2,976 which is down 1,501 from last year and down 380 from last month.

### 3. ANNUAL POLICY REVIEW-General, Circulation, Patron Responsibility, Program, Gift, Emergency

Annual Policy Review: After review of the General Policy, it was moved by Pfabe and seconded by Dahms to add "with the exception of special programs" to the policy addressing animals in the library. Voting aye: Croston, Dahms, Hill and Pfabe. Voting nay: None. Absent and not voting: Lamberty. Motion carried.

After lengthy discussion about the application process and other topics, the Circulation Policy Review was tabled until April. For that meeting, Baker will present a draft of an updated Circulation Policy using Board member suggestions made at the March meeting.

After review of the Patron Responsibility Policy, no changes were recommended.

Pfabe leaves at 8:40 a.m.

After review of the Program Policy, it was moved by Dahms and seconded by Croston that in section B, the word "computer" be changed to technology and that "one on one assistance" be added after "classes." Voting aye: Croston, Dahms and Hill. Voting nay: none. Absent and not voting: Lamberty and Pfabe.

After review of the Gift and Emergency Policies, no changes were recommended.

### 4. CONSENT ITEMS

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

Meeting adjourned at 8:45 a.m.

Respectfully submitted,  
Stephanie Croston, Secretary