

SEWARD MEMORIAL LIBRARY BOARD MEETING

Wednesday, August 5, 2020 8AM

Board Members Present: Stephanie Croston, Bob Dahms, Juanita Hill, Nancy Lamberty and Jerry Pfabe.
Absent: None.
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, 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 8:02 a.m. by Chairman Juanita Hill, who highlighted the availability of the Open Meetings Act.

2. LIBRARIAN'S REPORT

A. Programs: July programs for all ages have been canceled or moved to online only.

Summer reading online ended at the end of July. There is a current statewide challenge using ReaderZone.com to just record minutes read in the state.

Staff is working on a fall library challenge to run September and October. We are not currently planning to offer any in-person children's programs this fall and the status of the adult reading clubs will be determined month by month. No other programs are being considered at this time.

This month's book group choices:

Midday Mysteries: *Pardonable Lies* by Jacqueline Winspear
Best of NYT: *All the Gallant Men* by Donald Stratton
Random Reads: *Beartown* by Fredrik Backman

Staff continues to partner with Chapters on various online projects.

The Library sent out 141 *Leading to Reading* cards last month.

B. Operations: Schedule: The library returns to regular hours on August 15. Currently there are no plans to shorten open hours but as with everything else this may change dependent on COVID.

Personnel: Nicole Wortman started on June 15 as our Library Assistant II. The vacant Library Clerk position will be filled on August 12 if background check is approved, etc.

Budget Request: Prices for the upgrade to the main level meeting room and a replacement for the HVAC JACE have been included in the library's budget request, as is the cost for new computers and the data room organization. It is a lot in one year, but between the library's aging out of equipment and being able to receive a 60% discount on some items through the e-rate program, they all landed together.

Board CE: To date the Board has earned 14 credits and needs 6 more by June 30, 2021.

C. Statistics: Circulation from Seward's in-house collection for last month is up 604 from the previous month and down 3,305 from last year. Circulation for this collection for the previous 12 months now totals 76,055.

OverDrive checkouts total 1,289 by Seward patrons (from all collections) and 1,541 by patrons of other libraries (from Seward's collection) last month.

Seward's in-house collection now stands at 56,091 items.

Attendance for last month was 1,673 which is down 99 from last month. July has one less open day than June, so reality is that it is about the same.

Computer use is minimal since the library re-opened. July's use was 82 which was up 42 from June. Wireless count for last month was 1,557 which is up 106 from last month.

3. ELECTION OF OFFICERS AND REVIEW OF BYLAWS

Pfabe made a motion to retain Hill as Chairman, Lamberty as Vice Chairman and Croston as Secretary. Dahms seconded the motion. Voting aye: Croston, Dahms, Hill, Lamberty and Pfabe. Voting nay: None. Absent and not voting: none. Motion carried.

4. ANNUAL REVIEW OF POLICIES: Personnel, Facilities, Intellectual Freedom

After review of all of these policies, Pfabe made a motion to change the lower level conference room use fee to a flat \$25 per use with the after-hours fee remaining at the current \$50 per hour. Lamberty seconded the motion. Voting aye: Croston, Dahms, Hill, Lamberty and Pfabe. Voting nay: None. Absent and not voting: None. Motion carried. No other changes were deemed necessary.

5. 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 8:25 AM.

Respectfully submitted,
Stephanie Croston, Secretary