

SEWARD MEMORIAL LIBRARY BOARD MEETING

Wednesday, February 3, 2021 8AM

Board Members Present: Stephanie Croston, Juanita Hill, Jerry Pfabe (remote attendance), and Bob Dahms
Absent: Nancy Lamberty
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 8:00 a.m. by Chairman Juanita Hill, who highlighted the availability of the Open Meetings Act.

2. LIBRARIAN'S REPORT

Programs:

In-person programs begin this week, due to the COVID risk dial lowering to the yellow level. Staff will also continue to offer one Zoom Story Time for those who feel most comfortable using that.

This month's book group choices:

Midday Mysteries: *Agnes and the Hitman* by Jennifer Crusie
Best of NYT: *Outliers* by Malcolm Gladwell
Random Reads: *The Awakening of Miss Prim* by Natalia Fenollara

Operations:

Personnel: Staff remains short one full-time and one part-time workers as of today. A schedule for February until the return of the part-time staff person is now in place, since the library re-opened on January 26.

Fiscal Year Report: Baker presented the library's annual report to the Seward City Council yesterday and the final version has been shared with the Board as well.

Schedule Change: During the past year as the library has been closed or limited due to COVID-19, staff has been making observations about hours of operation. It is the consensus of all staff that Saturday hours should end at noon year-round and not just in the summer. This change allows for more flexibility for staff to cover for staff absences during the week. Unless the Board has objections, staff will order reprints of library bookmarks that list open hours. When special programs are held on Saturdays, the library may remain open past noon for these events.

Building: The wall around the trash dumpster was damaged during the last snow removal. Baker will work with City employees to get it repaired in the spring.

Statistics:

Circulation for January was down 2,236 from last year and was down 130 from last month. Overdrive numbers for January were not yet available

Total collection now numbers 56,986.

Attendance for January was down from last year by 4,627 and down from last month by 931.

Computer use was down 210 from last year and down 21 from last month. Wireless use was up 4,227 from last year and up 33 from last month.

Window use was up 786 from last year and up 99 from last month.

All lower numbers are due mainly to the library closing doors to the public for most of the month of January, reopening only on Jan 26.

3. ANNUAL POLICY REVIEW – General, Circulation, Patron Responsibility

After review by the Board, no changes were made in any of the three policies listed.

4. CONSENT ITEMS

Dahms moved to approve the consent items. Pfabe seconded the motion. Voting aye: Croston, Pfabe, Dahms, and Hill. Voting nay: None. Absent and not voting: Lamberty.

Meeting adjourned at 8:11 a.m.

Respectfully submitted,
Stephanie Croston, Secretary