

February 15, 2016

Board President Larry Jirsak called the meeting to order at 3:30 p.m. in the library board room with the following members present: Larry Jirsak, Lori Dahl and Connie Schmeichel. Also present were Interim Library Director Laura England-Biggs, John Hemschemeyer, Human Resource and Dale Shotkoski, City Administrator. Board Members absent: Valeria Marquez. A visitor, Ann Stephens.

The meeting was preceded by publicized notice in the Fremont Tribune and the agenda displayed in the municipal building, the Keene Memorial Library, online at www.fremontne.gov/library and distributed and emailed to the Library Board members on February 10, 2016 and is open to the public. A copy of the open meeting law is posted continually for public inspection and is located near the entrance to the Board Room.

Board Member Schmeichel moved to approve the minutes of the regular meeting on December 21, 2015, Board Member Dahl seconded the motion. Carried.

Unfinished business – Library Director Search - John Hemschemeyer and Dale Shotkoski gave the board members a summary of the events that transpired over the past month with former Director Noelle Neff, answering questions that came up.

Board Chair Jirsak asked that there be more communication between the City and the Board since no one on the Board knew about Ms. Neff's resignation until after they heard it from others in the community.

Looking to the future, the first candidate who declined the offer has a continued interest in the position; she has been invited to return for a second interview on February 26.

New Business – Update on Library Projects: The members reviewed a draft of the Annual Report. Interim Director talked about Picture Book City, a reclassification of picture books by subject; the Central Nebraska Co-Op which will give us access to an additional 130 Zinio titles online; the weeding that has taken place, which resulted in over 7,000 titles being removed from the shelves since January 4. Ms. Stephens volunteered to review list of weeded titles to make recommendations on what should be considered for replacement. Ms. England-Biggs is working on a formal Volunteer Policy, to follow up on the change Ms. Neff made (where we no longer accept Community Service or Diversion volunteers). Finally, Ms. England-Biggs reminded the members that Katie Roberts is leaving February 19 and Susan "Bert" Luebbert is leaving March 4. Both of them will be missed by all.

Following is the report of the Library Director for December 2015:

	December 2015	December 2014	Year to date 2015	Year to date 2014
No. of items issued:	9,857	9,866	31,698	31,920
Attendance:**	7,076	6,235	13,110	22,913
Days Open:	29	29		
Av. Daily Circulation:	340	340		
Av. Daily Attendance:	244	215		
Reference Questions:	222	138	640	691
Web Visits:	1,119	1,185	3,566	3,493
On-line Learning Sessions:	60	16	101	39
Database Uses:	20,430	1,838	34,447	7,982
Internet/Computer Use:	1,920	1,781	5,878	5,920
Interlibrary Loans:	60	61	220	214
Borrowed	3	8	19	26
Lent	57	52	201	188
Meeting Held:	63	48	206	190
Items Added:	835			
Items Discarded:	4			

Vol. in Collection: 106,926

Following is the report of the Library Director for January, 2016:

	January 2016	January 2015	Year to Date 2015-16	Year to Date 2014-15
No. of items issued:	10,983	11,667	42,681	43,587
Attendance:**	7,384	7,480	20,494	30,393
Days Open:	30	30		
Av. Daily Circulation:	366	389		
Av. Daily Attendance:	246	249		
Reference Questions:	206	384	846	1,075
Web Visits:	1,256	1,485	4,822	4,978
On-line Learning Sessions:	22	23	123	62
Database Searches:	12,542	1,322	46,989	9,304
Internet/Computer Use:	1,636	2,026	7,514	7,946
Interlibrary Loans:	81	86	301	300
Borrowed	6	9	25	35
Lent	75	77	276	295
Meeting Held:	77	73	283	263
Items Added:	343			
Items Discarded:	2,678			
Vol. in Collection:	104,591			

**Attendance Year-to-Date will be missing the month of October, at the time was unavailable.

Director's Report –

No meeting in January – no quorum. Starting with end of December:

- Janet Davenport retired Dec 23rd
- Council Meeting Dec 29 – answered questions about little Pim, received permission to accept Youth Grant for Excellence, authorized Every Student Needs a Card program permanently
- Noelle Neff started January 4th and resigned February 4th
- After January 4th, Weeding began in Fiction, Large Type, Mysteries, Sci Fi, Biographies, Non-Fiction, Reference. Over 7,000 items including magazines weeded. We are weeding down to 3 months for each magazine except Nat Geo, Consumer Reports, NADA Price Guides.
- Stopped taking Community Service/Court-Ordered Diversion volunteers, started requiring background checks on all adult volunteers (to be handled through HR)
- Programs included:
 - o Get Your Tech On alternating sites between East building and West Lobby to accommodate Girl Scout troop – we will book up East building for event as it works better over there
 - o Grinch Me Up Party (49 in attendance)
 - o Noon Year's Eve (50)
 - o Life Sized Candyland (120)
 - o Computer Classes – low but consistent attendance at the evening classes
 - o Poetry Reading by Tom Adamson (12)
 - o LEGO for Everyone (6)
 - o Adult Game Night (3) – One Night Ultimate Werewolf
- Jess Hill and Keri Taylor went to Every Child Ready to Read training
- Kelly Olson on committee looking at redesign of City website template, will go live April 20
- PRIME TIME is coming March 10 – April 14
- Starting to work on Picture Book City concept – 13 neighborhoods for picture books with colored labels and text labels to distinguish each section. The sections are organized by subject and will be filed alphabetically by author within each section.
- Third Grade Tours start Friday 2/19
- Attended Three Rivers Library System board meeting February 5
- Advertising for vacancies
 - o Senior Office Associate posted now, closes February 25

- o Library Assistant III will be posted soon

Friends of the Library's Report – Annual meeting is Sunday March 13 at 2 pm in the Large Meeting Room. Booksale is April 7-10. The Friends might be able to help defray the costs if the Library has to re-advertise for a Library Director.

Board Member Schmeichel moved to adjourn and Board Member Dahl seconded, with no further business, meeting was adjourned at 4:53 p.m.

(Signed) by Laura England-Biggs, Interim Library Director