

April 18, 2016

Board President Larry Jirsak called the meeting to order at 3:37 p.m. in the library board room with the following members present: Larry Jirsak, Lori Dahl and Connie Schmeichel. Also present was Interim Library Director Laura England-Biggs.

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](http://www.fremontne.gov/library) and distributed and emailed to the Library Board members on April 13, 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 February 15, 2015, Board Member Dahl seconded the motion. Carried.

Unfinished business – Library Director Search – The candidate who was offered the position turned it down. We will continue our search with an advertisement appearing in the American Library Association jobs listings. As of this afternoon, there are 5 applications on file at Human Resources.

Library Projects – The library has ordered four titles from the Great Courses catalog. Board Chair Jirsak suggested that the Friends might be asked to pay that bill as part of the next request. PRIME TIME Family Reading Time wrapped up another successful session last week. Computer classes in Spanish will be offered at the Library over the next two weeks as part of a joint project with the Center for Rural Affairs' Rural Enterprise Assistance Project (REAP) Latino Business Center.

A new project library staff are working on is the Fantastic Future Me tour. This traveling exhibit will be installed from May through August at the library. It is a traveling version of the FFM exhibit at the Omaha Children's Museum and is aimed at children of all ages. The exhibit gets them thinking about what they want to be when they grow up. Along with the career exploration, parents are encouraged to invest in their children's education with a NEST (Nebraska Educational Savings Trust) account. Fremont was identified by the State Treasurer as a community with low participation in the NEST program, and that's why we are hosting the exhibit.

Volunteer Policy – The group reviewed the proposed policy. Board Member Schmeichel made a motion to accept the policy as written. Board Member Dahl seconded. Carried.

New Business – Wall Project – the wall on the southeast corner of our property has sustained damage and is crumbling into our neighbor's yard. Interim Director England-Biggs is working with City Engineers to create a drawing of the replacement wall and obtain bids for the work. It was suggested that this might be a good project for the Friends to fund as it is tangible and permanent.

Every Student Needs a Card – Homeschoolers – After discussion, it was decided to leave these cards to the Director's discretion on a case-by-case basis.

New Board Member – Board Member Dahl shared the news that Shari Kment was appointed to the Library Board back in January. Because of the turmoil that was going on, the news was never shared with the Library. Director England-Biggs will track down contact information for Ms. Kment and invite her to the next board meeting.

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

	February 2016	February 2015	Year to Date 2015-16	Year to Date 2014-15
No. of items issued:	10,049	10,556	52,732	54,143
Attendance:**	N/A	7,073	N/A	37,466

Days Open:	29	28		
Av. Daily Circulation:	347	253		
Av. Daily Attendance:				
Reference Questions:	256	403	1,102	1,478
Web Visits:	1,175	1,395	5,997	6,373
On-Line Learning Sessions:	17	2	140	64
Database Searches:	11,270	1,554	58,259	10,858
Internet/Computer Use:	1,783	1,842	9,297	9,788
Interlibrary Loans:	71	84	372	384
Borrowed	13	11	38	46
Lent	58	73	334	338
Meeting Held:	79	78	362	341
Items Added:	241			
Items Discarded:	2,289			
Vol. in Collection:	102,543			

\*\*Attendance not available at this time.

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

	March 2016	March 2015	Year to Date 2015-16	Year to Date 2014-15
No. of items issued:	11,241	9,941	63,973	64,084
Attendance:**	N/A	7,876	N/A	45,342
Days Open:	30	31		
Av. Daily Circulation:	375	321		
Av. Daily Attendance:				
Reference Questions:	222	348	1,324	1,826
Web Visits:	1,117	1,569	7,114	7,942
On-line Learning Sessions:	54	37	194	101
Database Searches:	12,655	4,229	70,914	15,090
Internet/Computer Use:	2,152	2,087	11,449	11,875
Interlibrary Loans:	80	73	452	457
Borrowed	8	13	46	59
Lent	72	60	406	398
Meeting Held:	<b>77</b>	64	439	402
Items Added:	474			
Items Discarded:	502			
Vol. in Collection:	102,515			

\*\*Attendance is unavailable at this time.

#### DIRECTOR'S REPORT

February 8: Prime Time Family Reading Time meeting, PT agreement approved by Council and sent in.

February 19: Milliken Park was the first third grade tour

February 25: worked on refreshing JTAcq ordering software skills

March 2: City Staff meeting

March 4: Read Across America at Bennington for Susan Allen

March 8: Fire Alarm Inspection took place

March 21 & 23: Day in the Past at May Museum (telling story of how Fremont got its first library)

March 24: Vacation day

April 14: PRIME TIME Family Reading Time session wrapped up another successful program run

- Lawn Service and Sprinkler Service are out for bids
- Elevator inspection was scheduled for April 18
- Tracy Parr (new Senior Office Associate) started today
- Pinwheels in the lawn are from the Bridge, represent the number of children served in Dodge County last year (approximately 240)
- Getting ready to launch Beanstack, new Summer Reading Program software for this year

Staff sharing duties during transition

- Kelly has been pulling money
- Dorlissa has been receiving books and magazines
- Jess helped planning Ready for Kindergarten storytimes
- Bob is taking care of the postage meter postage refills
- Laura has been doing deposits and ordering
- Bert has been back part time to help with invoicing and requisitions

Friends of the Library's Report – The Book Sale was another success, bringing in over \$12,000 again this year. The Friends turned down a request to fund the ad in ALA for the library director's position, citing the belief that this should be funded by the City. That ad is running currently, and was charged to the library's advertising budget. We hope to have information on the Wall Project in time for the May 2 Friends Board meeting.

Board Member Schmeichel moved to adjourn and Board Member Dahl seconded, with no further business, meeting was adjourned at 4:35 p.m.

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