

Keene Memorial Library Board Meeting
Library East Building/Online via Zoom
1030 N. Broad St., Fremont NE
6:30 P.M.
August 17, 2020
Minutes

Held at the Keene Memorial Library East Building and online via ZOOM. Board President Larry Jirsak called the meeting to order at 6:30pm.

Roll Call

The following members were present: Larry Jirsak, Earl Underwood and Tom Adamson, Shari Kment, and Amanda Moenning. Also present was Tina Walker, Library Director (taking minutes).

Notice of Meeting and Agenda

The meeting was preceded by publicized notice in the Fremont Tribune and the agenda is posted in the Administration Office at Keene Memorial Library, 1030 North Broad Street and online at www.fremontne.gov/library and distributed. A copy of the open meetings law is posted continually for public inspection and is located near the entrance of the meeting rooms.

Agenda

Motion to adopt current agenda for August 17, 2020 regular meeting. Board Member Adamson moved, seconded by Board Member Kment to adopt the agenda for August 17, 2020 Library Board Meeting. Ayes: Jirsak, Underwood, Adamson, Kment, and Moenning. Motion carried.

Reading of Minutes

Board Member Underwood moved to dispense with and approve the July 20, 2020 minutes, seconded by Board Member Adamson. Ayes: Jirsak, Underwood, Kment, Moenning & Adamson. Motion carried.

Unfinished Business

1. Library Board Appt – Amanda Moenning – Director Walker advised that Amanda Moenning was approved by the mayor and city council.
2. Policy Manual – Director Walker advised the manual is still being editing/finding additions. It will be sent to legal for review after edits are made and then be brought back to board for review before going to council.
3. Strategic Planning / Technology 3-Year Plan – August 22nd at 10:00 am – Director Walker advised the planning session would be Saturday at 10:00 am the east building. The session is open to the public and will be a long-term planning session for strategic planning and technology planning.
4. A Trust Closure Form – Director Walker advised that legal advised that since the Library Board moved from governing to advising since the Trust was created, the city was the legal entity that would handle the form for the A Trust group to disband the Trust. This is now a city admin and city council issue.

New Business

1. Staffing Update – Director Walker advised we still have open positions - Library Tech Specialist and Library Aides (3) still available after we hired Spencer Blocker for Library Aide 20 hours. The LTS interviews are August 19-21 and hopefully will have someone hired the following week. Discussion was held on the number of applications for the Aide positions. Director Walker advised that the article in the paper must have helped because there is a slew of applicants. Discussion was held on COVID effects on Library Services, patrons, and staff.
2. Reduced Hours – Director Walker advised we are now closing Thursdays at 5:30 pm and not open Sundays – at least until Labor Day or we get enough staff to cover the hours. Even when we get new hires, they take weeks to train, so this will extend our shortened hours.

Reports

1. Friends of the Library Report
 - a. Book Sale- Brief discussion that the book sale will be March 2021. Elisa Cruz is working on a “pop-up Book Nook” for Labor Day weekend, Saturday and Sunday, on the east lawn. This will be donations only and a random selection of books to try and thin out the overstock we have currently. The money will go to the Friends of Keene Memorial Library.
 - b. Expansion – Director Walker advised that the RFQs are out for the candidates and interviews are scheduled for next week.
2. Finance - Library Expenditures Report. No action was taken.

With no further business, motion to adjourn was made at 7:03 p.m. with Board Member Underwood making the motion and Board Member Kment seconding it. Motion carried.

Next meeting will be held at the library, in the East Building, on September 20, 2020 at 6:30 pm.

Prepared by Tina Walker, Library Director

Signed by Tom Adamson, Library Board Secretary

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