

Keene Memorial Library Board Meeting
City Council Chambers, 2nd Floor/ Online via ZOOM
400 E. Military Ave, Fremont NE
6:30 P.M.
September 21, 2020
Minutes

Held at the City Council Chambers, 2nd Floor 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. Amanda Moenning arrived at the meeting at approx. 6:40pm. Also present was Laura England-Biggs, Acting Library Director. Senior Office Associate Tracy Parr will be recording the meeting 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 September 21, 2020 regular meeting. Board Member Adamson moved, seconded by Board Member Kment to adopt the agenda for September 21, 2020 Library Board Meeting. Ayes: Jirsak, Underwood, Adamson, and Kment. Board Member Moenning was absent. Motion carried.

Reading of Minutes

Board Member Adamson moved to dispense with and approve the August 17, 2020 minutes and August 22, 2020 minutes, seconded by Board Member Underwood. Ayes: Jirsak, Underwood, Kment and Adamson. Board Member Moenning was absent. Motion carried.

Unfinished Business

1. Policy Manual – Acting Director Laura England-Biggs advised the manual is at legal for editing and review by HR. She also stated that we hope to be able to bring back to the Library Board for review in October and then send it off to Council in November. No action was taken.

New Business

1. Staffing Update – Acting Director Laura England-Biggs shared that we are still down 4 library aid positions with the resignation of Spencer Blocker due to finding a full time position somewhere else and that the open full time position for a Library Technology Specialist has been filled by Dan Moenning and he is currently working in that capacity. The question was asked as to how many library aides we have on staff and Laura wasn't sure how many total, just that we have the 4 vacant positions. She said she would check on that information and get back to the Board. Discussion was had about the effects of COVID in the Library and how staff is handling all of the changes. No action was taken.

Reports

1. Friends of the Library Report
 - a. Friends of the Library President Denise Kay, gave a report on how the pop up book nook went Labor Day weekend stating that was successful with over \$600 brought in. She also mentioned how well the continuing sales at Dave's Drive in are going.
 - b. Expansion – Acting Director Laura England-Biggs stated that interviews for the Owner's Rep were August 27th and that due to concerns with contract language we will not be going to City Council on September 29th. She mentioned that there was a meeting set for September 22nd to discuss the contract further with the chosen company and expansion committee members. City Council President Susan Jacobus then shared concerns from the community with the Library Board that the library expansion was dead as well as concerns about the expansion not having the support it needs from the city.
2. Finance - Library Expenditures Report. Board Members had some questions about the finance report and Acting Director Laura England-Biggs said she would look into them for the Board.

With no further business, motion to adjourn was made at 6:53 p.m. with Board Member Kment making the motion and Board Member Adamson seconding it. Motion carried.

Next meeting will be held at the City Council Chambers, 2nd Floor/ Online via ZOOM, on October 19, 2020 at 6:30 pm.

Prepared by Tracy Parr, Library Senior Office Associate

Signed by Tom Adamson, Library Board Secretary

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