

Keene Memorial Library Board Meeting
Municipal Building-2nd Floor in the Large Conference Room
400 E. Military, Fremont, NE
6:30 P.M.
October 17, 2022
Minutes

Held at the Municipal Building – 2nd Floor Large Conference Room and Board President Linda McClain called the meeting to order at 6:32 pm.

Roll Call

The following members were present: Linda McClain, Becky Pence, Amanda Moenning and LeAnn Rathke and Ryan Fiala. Also present were: Laura England-Biggs, Library Director, City Administrator Jody Sanders; City Council Liaison Sally Ganem. 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 East Office of Keene Memorial Library, temporarily located at 925 North Broad Street, online at www.fremontne.gov and distributed by email. A copy of the Open Meetings Act is posted continually for public inspection and is located near the entrance of the meeting room.

Agenda

Motion to adopt current agenda for October 17, 2022 regular meeting. Board Member Pence moved, seconded by Board Member Fiala, to adopt the agenda for October 17, 2022 Library Board Meeting. Ayes: Moenning, McClain, Rathke, Pence and Fiala. Motion carried 5-0.

Reading of Minutes

Board Member Moenning moved to dispense with and approve the September 19, 2022 board minutes, seconded by Board Member Rathke. Ayes: Moenning, McClain, Rathke, Pence and Fiala. Motion carried 5-0.

Unfinished Business

Policy manual review/requests for reconsideration

Director England-Biggs addressed the board and mentioned that changes to the policy manual included taking out mention of music cd's in several places since the library will no longer have them as well as revising a small part under patron suggestions and concerns and collection development policies. Under patron suggestions and concerns a sentence was taken out that referred to a suggestion box being available since that is not accurate. She did point out that there are ways available to allow the public to communicate with the Director and other library staff any thoughts or concerns. Collection development policies were also updated, starting with the addition of the fact that the Library Bill of Rights is the foundation of the Collection Development process. Another part that was added is a statement that the addition of material to the library does not constitute or imply agreement or approval of its content. Beyond this there

were updates under challenges to library materials that explained the availability of a request for reconsideration form and the steps that will be used when an individual feels more action is necessary. In the steps that will be used, City Administrator Jody Sanders noted that there was mention of the Board of Trustees and asked if that should actually be Library Advisory Board instead. Director England-Biggs agreed that it should be changed and also mentioned that she noticed there was no form attached to the agenda for Request for Reconsideration. She felt it would be helpful to the Library Board to see the form before voting on all of the changes. Board President McClain suggested that library administration could email the Library Board the form to look over in advance of the November meeting, allowing them to be adequately prepared to vote in November on all changes. Motion to continue this topic until the November Board Meeting was made by Board Member Rathke and Board Member Fiala seconding. Ayes: Moenning, McClain, Rathke, Pence and Fiala. Motion carried 5 -0.

Board meetings scheduled times and dates for the rest of 2022

Short discussion about this happened with all parties agreeing that there should be a November meeting and that a decision about December will happen at that meeting. Director England-Biggs asked if the time of our meetings worked for all of our Board Members and all of the board members agreed that keeping meetings at 6:30 would be best.

No action was taken.

Reports

Library Director's Report Month in Review

Director England-Biggs started by mentioning that the City provided harassment training to all employees and that all of the library staff had attended. She had a meeting with an EBSCO rep and decided that at this time the library is doing well with the services we subscribe to. She has dealt with several Golden Sower meetings. She attended a meeting with myLIBRO about an app program they have available for libraries. There was an architect meeting as well. The groundbreaking for the library was a success. Director England-Biggs and Tracy Parr brought pizza to the warehouse staff and parks department staff in appreciation of all of their help during packing, moving and cleaning out of the library. She thanked the Friends of Keene Memorial Library for making it possible for us to purchase the food that was delivered. Fiscal year change over went smoothly. She read to students in the blue room at Head Start. Made more than one presentation at the Nebraska Library Association conference. One of the presentations was done with Board President Linda McClain. Annual statistics are done and new phones are in the process of being set up and installed at the time of the meeting. No action taken

Expansion Project Update

Director England-Biggs mentioned that MCL, our contractor for the expansion is working to get bid package 2 to the library by October 26th with the hopes that it can be taken to the November 8th City Council Meeting. Board President McClain spoke to the matching grant from the Dunklau Foundation. No action taken.

Library Accreditation Update

Director England-Biggs informed the Board that due to Board President McClain attending the NLA conference with Laura, they only need 8 more credits by December. The exact date needs to be determined. No action was taken.

Friends of the Library Report

Dave's Drive in Liquor had a good month in September with over \$1,100 taken in. No action taken.

Finance

Director England-Biggs asked if anyone had questions. Staffing questions were brought up and she explained the library is still short 5 library aides and that a requisition to try and fill those positions has been given to HR and the City Administrator. No action taken.

With no further business, motion to adjourn was made at 7:36 pm with Board Member Moenning making the motion and Board Member Fiala seconding. Ayes: Moenning, McClain, Rathke, Pence and Fiala. Motion carried 5 -0.

Next Regular Board Meeting will be held November 21, 2022 at 6:30 pm –Municipal Building 2nd Floor, Large Conference Room.

Prepared by Tracy Parr, Senior Office Associate

Signed by Amanda Moenning, Library Board Secretary