

Keene Memorial Library Board Meeting
Large Meeting Room
1030 N Broad St, Fremont NE
6:30 P.M.
March 21, 2022
Minutes

Held at the Keene Memorial Library Large Meeting Room and Board Vice-President Linda McClain called the meeting to order at 6:30 pm.

Roll Call

The following members were present: Amanda Moenning, Linda McClain, LeAnn Rathke and Becky Pence. Also present was Laura England-Biggs, Library Director and 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 Administration Office at Keene Memorial Library, 1030 North Broad Street, online at www.fremontne.gov and distributed by email. A copy of the open meetings law is posted continually for public inspection and is located near the entrance of the meeting room.

Agenda

Motion to adopt agenda for March 21, 2022 regular meeting. Board Member Moenning moved, seconded by Board Member Pence to adopt the agenda for March 21, 2022 Library Board Meeting. Ayes: Moenning, McClain, Rathke and Pence. Motion carried 4-0.

Reading of Minutes

Board Member Pence moved to dispense with and approve the February 21, 2022 minutes, seconded by Board Member Rathke. Ayes: Moenning, McClain, Pence and Rathke. Motion carried 4-0.

Unfinished Business

Community Needs Response Planning Update

Director Laura England-Biggs stated that she received 8 replies to her requests for individuals to attend the focus group session on Saturday April 2nd from 9am – 12pm. Six people replied yes they would attend and the other 2 were regrets. Tracy Parr was tasked with making calls for the remaining individuals we haven't heard back from yet. No action was needed.

New Business

Accept the resignation of Tom Adamson from the Library Board

Board Member Pence made a motion to accept the resignation of Tom Adamson from the Library Board with regrets and thanked Tom for his service, seconded by Board Member Moenning. Ayes: Moenning, McClain, Pence and Rathke. Motion carried 4-0.

Reports

Library Director's Report Month in Review

Director Laura England-Biggs acknowledged a guest to the meeting, library employee Keri Taylor.

She stated that the contractor selection committee for Construction Manager at Risk process met Feb 22. MCL was brought forward as the committee's recommendation at the March 8 City Council meeting (where their selection was approved), and that at the Tuesday March 29th City Council meeting, MCL's negotiated contract is being brought to the Council for approval.

Saturday February 26 we hosted a very successful blood drive – Goal was 10 and we provided 17 units of blood.

Last of the bi-weekly meetings with employees during the first week of March. Transitioning to a monthly schedule from here on out.

She met with a Brodart rep to discuss a leased collection. More research needs to be done to see if this concept would work at Keene.

Director England-Biggs and Elisa Cruz attended the city-wide Career Fair the afternoon and evening of March 1. Made a few contacts, hoping to come out of it with at least one prospect.

March 3 was Nebraska Library Association Advocacy Day, also known as Legislative Day. There was a morning session from Megan Cusick at the American Library Association on how to talk to your legislator followed by time to go to the Capitol and do just that. We had a lunch update from the lobbyists at Remboldt Luedeke (Brent Smoyer) on legislative activity related to libraries this session. Also presented 9 awards to outstanding volunteers from around the state.

Monday March 7 and Wednesday March 9 were Day in the Past at the May Museum. 4th graders from Fremont Public Schools, Bergan, and some of the surrounding schools come to learn what it was like growing up in the 1900's in Fremont.

Attended Management Boot Camp with Elisa, and Conflict Resolution Boot Camp with Justine – both sessions were fantastic and gave her excellent tips to improve her leadership skills.

Leadership team (Elisa, Justine, Laura and Tracy) met to start putting together a list of questions surrounding the expansion project based on team input. We didn't get the feedback we wanted so I sent out a google form survey that is completely anonymous.

Attended the State Advisory Council on Libraries meeting Friday March 18. Where we spent time on intellectual freedom challenges and the Nebraska Library Commission's Library Services and Technology Act 5-year strategic plan. Also networking and sharing what challenges and successes we have had.

Met with a Foundation team today to begin exploration of whether we will be invited to apply. The team seemed interested and engaged in the presentation by Linda, Mayor Joey Spellerberg and myself. They asked to come tour the library, which was taken as a good sign.

No action taken.

Expansion Project Update

Director Laura England-Biggs let the Library Board know that we are currently at the same fundraising level as the last meeting and that there are 3 pending Grants that she is waiting to hear back from. They are the CCCFF (Civic & Community Center Financing Fund), Shovel-Ready and Dodge County ARPA grants. In addition to this she said that the Brick Campaign order forms and a sample brick are being displayed on the main floor of the library as you walk in and we will have them displayed at the Friends of the Library Book Sale Thursday-Sunday March 24-27. No action taken.

Friends of the Library Report

The Friends book sale is coming up Thursday-Sunday March 24th-27th. Thursday is for Friends of the Library members only, Friday 12pm-7pm, Saturday 10am-4pm and Sunday 12pm-4pm. Saturday from 11am- 2pm there will also be BBQ available. No action taken.

Finance

Director England-Biggs reviewed the Finance report, pointing out that for the most part we are on target with the budget, but did note that Postage & Printing 001-2031-455-2011 looked to be over encumbered and tasked Tracy to look into reason why that may be. Both Director England-Biggs and Tracy Parr explained why we have these over encumbrances. No action taken.

With no further business, motion to adjourn was made at 7:02 p.m. with Board Member Rathke making the motion and Board Member Moenning seconding it. Ayes: Moenning, McClain, Rathke and Pence. Motion carried 4-0.

Next meeting will be held in the Large Meeting Room after the Library Special Community Needs Response Planning Meeting on April 18, 2022 5:30pm-7:30pm.

Keene Memorial Library Regular Board Meeting will be following the CNRP Meeting at 7:30 pm in the Large Meeting Room.

Prepared by Tracy Parr, Senior Office Associate

Signed by Amanda Moenning, Library Board Secretary