

Keene Memorial Library Board Special Meeting  
Large Meeting Room  
1030 N Broad St, Fremont NE  
5:30 P.M.  
April 18, 2022  
Minutes

Held at the Keene Memorial Library Large Meeting Room and Board Vice-President Linda McClain called the meeting to order at 5:30 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, Mayor Joey Spellerberg, Interim City Administrator and Finance Director Jody Sanders 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](http://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 April 18, 2022 special meeting. Board Member Moenning moved, seconded by Board Member Rathke to adopt the agenda for April 18, 2022 Special Library Board Meeting. Ayes: Moenning, McClain, Rathke and Pence. Motion carried 4-0. So Carried

**Introduction of Mission Matters Staff**

Library Director Laura England-Biggs introduced all in attendance to Lynne Lange and Greta Leach. They followed up by explaining what they do and why they were there.

**Motion to receive Mission Matters report of survey and focus group results**

Board Member Rathke made a motion to receive the Mission Matters report, seconded by Board Member Moenning. Ayes: Moenning, McClain, Pence and Rathke. Motion carried 4-0. So Carried  
Senior Office Associate Tracy Parr will add this report to the Library Board agenda packet so it is readily available to the public.

**Discussion of Focus Group and Survey Results from Mission Matters report**

No action was taken

**Planning and Visioning Activities**

No action was taken

**Next Steps Moving Forward**

No action was taken

With no further business, motion to adjourn was made at 7:39 p.m. with Board Member Pence making the motion and Board Member Rathke seconding it. Ayes: Moenning, McClain, Rathke and Pence. Motion carried 4-0. So Carried

Prepared by Tracy Parr, Senior Office Associate

Signed by Amanda Moenning, Library Board Secretary

Keene Memorial Library Board Meeting  
Large Meeting Room  
1030 N Broad St, Fremont NE  
7:30 P.M.  
April 18, 2022  
Minutes

Held at the Keene Memorial Library Large Meeting Room and Board Vice-President Linda McClain called the meeting to order at 7:45 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, Mayor Joey Spellerberg, Interim City Administrator and Finance Director Jody Sanders and City Council Liaison Sally Ganem. Senior Office Associate Tracy Parr will be recording the meeting minutes.

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**Agenda**

Motion to adopt agenda for April 18, 2022 regular meeting. Board Member Pence moved, seconded by Board Member Moenning to adopt the agenda for April 18, 2022 Library Board Meeting. Ayes: Moenning, McClain, Rathke and Pence. Motion carried 4-0. So Carried

**Reading of Minutes**

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

**Reports**

**Motion to receive Library Statistics**

Board Member Pence made a motion to receive the Library Statistics, seconded by Board Member Rathke. Ayes: Moenning, McClain, Pence and Rathke. Motion carried 4-0. So Carried  
Senior Office Associate Tracy Parr will add this report to the Library Board agenda packet so it is readily available to the public.

**Library Statistics**

Library Director Laura England-Biggs gave an overview of the Library Statistics handout and asked the Board Members if they would be interested in receiving the statistics monthly, quarterly, semi-annually or just in the Annual Report. The Board mentioned that they would like to see it monthly.

**Library Director's Report Month in Review**

Director Laura England-Biggs explained that she had gone to the PLA (Public Library Association) Conference in March and that it went really well. She went on to say that she attended an opening session with Luvvie Ajayi Jones (professional troublemaker) and really enjoyed her session and learned a lot. She also mentioned Luvvie's book "I'm Judging You" that she had read and highly recommended. In addition she was at a closing session with Kal Penn and also enjoyed a session with Amy Schneider from Jeopardy. Another interesting session was about preparing for censorship battles.

She had a meeting with the Library Leadership Team to start answering questions about the upcoming move and expansion project.

There was a Strategic Planning and Assessment pre-work webinar for the Focus Group and Survey Marketing.

Radio spot to announce National Library Week that was April 3-9.

Friends of the Library Board Meeting on April 4

Grant work was done over several days with Linda McClain for the private foundation which was submitted Friday the 8<sup>th</sup>, she is hoping to hear something this month yet.

There was a Library Expansion discussion with Tetrad (our owners rep), SPT (architect company), MCL (our contractor) and the steering committee. Getting folks on board with the project and on the same page moving forward.

She has been working with Denise Kay (Friends of the Library Board President) on the Fremont Big Give setup for 2022 that is coming May 10. They are hopeful to secure 100% participation again from both the Library Board and FOKML Board. All of the proceeds will be directed to the Expansion again this year.

The Brick Campaign is getting off to a slow start with just five orders. Director England-Biggs did thank Board Member Pence for her order, that now got us to six orders and Mayor Joey Spellerberg mentioned he would be interested in getting a brick for the Parks Board.

Director England-Biggs attended a Creative Districts meeting last Friday to start the conversation and letter of intent for the project.

No action taken.

### **Expansion Project Update**

Director Laura England-Biggs let the Library Board know that a grant was submitted on April 8<sup>th</sup> to a private foundation and that she hopes to have a response in early May. She stated that we also have the Shovel-Ready Grant we are waiting to hear on and that unfortunately the library was turned down for the CCCFF (Civic & Community Center Financing Fund), and Board Member McClain mentioned it is believed we will also be turned down for the Dodge County ARPA grant. No action taken.

### **Friends of the Library Report**

The Friends book sale brought in approximately \$13,000 and after expenses like storage units, movers, recycling, signage etc... they ended up with approximately \$7,000. The perpetual book nook at Dave's Drive Thru Liquor continues to do well. It was also mentioned that we received approximately \$960 in Expansion donations at the Friends of the Library Book Sale. 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 Communications will go over this year because we are paying for putting in a circuit at the City Auditorium for when are moved over and occupying that building. She also mentioned that Books and Periodicals #3051 looks to be over encumbered, but that she isn't worried about it since we usually under spend in this category and purchasing will be on hold for a while since we will be moving. We are also looking into a book leasing program that may be helpful while we are out of our current building and in the City Auditorium. If after getting more information on the program Director England-Biggs decides to try it, we will then see how it goes and possibly continuing when we move into the new expanded and updated building. No action taken.

With no further business, motion to adjourn was made at 8:06p.m. with Board Member Moenning making the motion and Board Member Rathke seconding it. Ayes: Moenning, McClain, Rathke and Pence. Motion carried 4-0. So Carried

Next meeting will be held in the Large Meeting Room at the Library on May 16, 2022 at 6:30 pm.

Prepared by Tracy Parr, Senior Office Associate

Signed by Amanda Moenning, Library Board Secretary