

Keene Memorial Library Board Meeting
Large Meeting Room
1030 N Broad St, Fremont NE
6:30 P.M.
May 16, 2022
Minutes

Held at the Keene Memorial Library Large Meeting Room and Board Vice-President Linda McClain called the meeting to order at 6:32 pm.

Roll Call

The following members were present: Amanda Moenning, Linda McClain, LeAnn Rathke and Becky Pence. Ryan Fiala was absent until approximately 6:37 pm. Also present was Laura England-Biggs, Library Director and Interim City Administrator and Finance Director Jody Sanders. 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 Act is posted continually for public inspection and is located near the entrance of the meeting room.

Agenda

Motion to adopt agenda for May 16, 2022 regular meeting. Board Member Rathke moved, seconded by Board Member Moenning to adopt the agenda for May 16, 2022 Library Board Meeting. Ayes: Moenning, McClain, Rathke and Pence. Motion carried 4-0.

Reading of Minutes

Board Member Moenning moved to dispense with and approve the April 18, 2022 special and regular board minutes, seconded by Board Member Pence. Ayes: Moenning, McClain, Pence and Rathke. Motion carried 4-0.

Unfinished Business

Policy Manual Update-Jetpacks/Wireless Hotspots/e-Readers 10.7

Director Laura England-Biggs went over the proposed changes to 10.7 of the Policy Manual, that would change wording to omit Fremont and just say proof of permanent residence needed under 10.7.1 and changing 10.7.2 to add the stipulation of one of each type of device rather than one device per household. During discussion of the proposed changes Interim City Administrator and Finance Director Jody Sanders brought up that 10.9.1, pertaining to the Digital Projector, also specifies needing proof of permanent Fremont residence and should we change it by omitting Fremont too. An amendment to add the deletion of Fremont from 10.9.1 was made with Board Member Moenning making the motion and seconded by Board Member Rathke. Ayes: Moenning, McClain, Rathke, Pence and Fiala. Motion Carried 5-0. A motion to accept the amended changes to the policy manual as proposed was made by Board Member Pence and seconded by Board Member Moenning. Ayes: Moenning, McClain, Rathke, Pence and Fiala. Motion Carried 5-0.

New Business

Welcoming of new Board Member Ryan Fiala

Board Member McClain introduced him to the group. No motion was taken.

Election of Officers: Board President

Board Member McClain mentioned that due to the resignation of Tom Adamson that was accepted at the March 21, 2022 meeting, we need to elect a new Board President. Board Member Moenning nominated Linda McClain to be the new Library Board President. Board Member Moenning made the motion and it was seconded by Board Member Pence. Ayes: Moenning, Rathke, Pence and Fiala. Board Member McClain abstained from the vote. Motion Carried 4-0 with one abstention.

Election of Officers: Vice President

Newly elected Library Board President McClain stated that since she was the Vice President previous to becoming Board President we would now need to elect a new Vice President. When the Board was asked for suggestions there was a unanimous decision to nominate Board Member Pence to the position. A motion to nominate Board Member Pence was made by Board Member Moenning and seconded by Board Member Rathke. Ayes: Moenning, McClain, Rathke and Fiala. Board Member Pence abstained from the vote. Motion Carried 4-0 with one abstention.

Reports

Library Director's Report Month in Review

Director Laura England-Biggs went on to let the Library Board know that she attended a Library Staff Meeting on Tuesday April 19th to discuss library policies, First Amendment Audits and the upcoming all-staff meeting in June among other topics.

She attended an online COSUGI Conference April 19-21 that was mostly about BlueCloud Analytics reporting software and roadmaps to Horizon development.

She has continued reading at Headstart in the Red Room on Wednesday mornings and let the Board know that this Wednesday is the last one for this school year.

She attended several different NLA (Nebraska Library Association) Board meetings on different topics.

Attended the Friends annual meeting and the Jonis Agee author presentation on Sunday April 24th.

Lots of grant work with Linda McClain. She let everyone know that the library received a \$250,000 grant award notification from an anonymous foundation, and they continue to work on the Shovel-Ready Grant follow-up for submission this Thursday May 19th. She went on to say that the Expansion Project has raised about \$7,470,054.15, putting us at 79.4% committed.

She attended a Creative District meeting with larger group.

The library hosted a Red Cross Blood Drive that we moved from the library to the City Auditorium, and we received 21 units of blood on a goal of 17 units.

Attended a SKILLS meeting in Schuyler.

Fremont Area Big Give was May 10th and the latest amount we know of raised was \$9,705. This is not the final number and we received this in part not only to donations and a matching donor, but by being a recipient of a \$500 Golden Ticket and some bonus prizes.

Started meeting with the Architects for deeper dives into the design to discuss things like storage needs, placement, etc... For the June 1st meeting we are looking to include the City's IT department. No action taken.

Expansion Project Update

Director Laura England-Biggs said that some Expansion related topics were discussed in her month in review, but did share that plans were included in the agenda packet for the project and that she has larger plans available for anyone to look at upstairs in her office if anyone is ever interested. No action taken.

Library Accreditation Update

Director Laura England-Biggs stated that this process is done every 5 years and that it used to be every 3 years. We are currently at a Silver status at 202 points and we made silver by just 2 points. To achieve a Gold status we would need to achieve 250 points out of 275 possible. In 2026, we will have to work on the process again.

Library Board Accreditation

Director Laura England-Biggs let the Board know that we currently have 6 hours of continuing education, and we need 20 hours by December. She suggested that the Board could watch a short video for Trustees called Short Takes at the beginning of meetings that would probably take 15 minutes or so, including a brief discussion afterwards. By doing this at each monthly meeting we can get close to reaching the goal of 20 hours. Another way to get hours is attending the NLA Conference in Kearney in October. This is a 2-day conference and if one or two Board Members attend we can get hours to complete then. Board President McClain suggested watching the videos at the beginning of normal meetings and skipping meetings that have a lengthy amount of topics already to discuss. She also committed herself to the 2-day conference in October to get hours then too. No action was taken.

Friends of the Library Report

The Friends are excited about the Big Give and continuing with the ongoing book nook at Dave's Drive-In Liquor. No action taken.

Finance

Director England-Biggs said that everything is in order and that even though it looks like we have spent almost our entire budgeted amount in 3079 (Other Commodities) that is due to spending money that isn't reflected in the budget line due to grants we have received and spent mostly out of this cost center. No action taken.

With no further business, motion to adjourn was made at 7:27 p.m. with Board Member Pence making the motion and Board Member Rathke seconding it. Ayes: Moenning, McClain, Rathke, Pence and Fiala. Motion carried 5-0.

Next meeting will be held in the Large Meeting Room at the Library on June 20, 2022 at 6:30 pm. Board Member Rathke informed the rest of the Library Board that she would not be able to attend the June meeting.

Prepared by Tracy Parr, Senior Office Associate

Signed by Amanda Moenning, Library Board Secretary