

Keene Memorial Library Board Meeting  
Library Large Meeting Room / Online via ZOOM  
1030 N Broad St, Fremont NE  
6:30 P.M.  
October 18, 2021  
Minutes

Held at the Keene Memorial Library Large Meeting Room and Board President Tom Adamson called the meeting to order at 6:30 pm.

**Roll Call**

The following members were present: Tom Adamson, Amanda Moenning, Linda McClain, LeAnn Rathke and Becky Pence. Also present was Laura England-Biggs, 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](http://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 October 18, 2021 regular meeting. Board Member McClain moved, seconded by Board Member Moenning to adopt the agenda for October 18, 2021 Library Board Meeting. Ayes: Adamson, Moenning, McClain, Rathke and Pence. Motion carried 5-0.

**Reading of Minutes**

Board Member Moenning moved to dispense with and approve the September 20, 2021 minutes, seconded by Board Member Rathke. Ayes: Adamson, Moenning, McClain, Rathke and Pence. Motion carried 5-0.

**New Business**

**Continuing Education Presentation by Tammi Thiem, Three Rivers Public Library System Director on Library Trustees: Roles, Responsibility and Relationships**

Library Director England-Biggs introduced Tammi Thiem and then allowed her to go over some Tools for Trustees. She went over trustee competencies, the role of library trustees, some of the differences between governing & advisory library boards, library mission statements, rules for library board members, protecting your libraries collection, as well as the responsibilities of the Library Board vs. the Director. There was also some discussion about accreditation.

**Reports**

**Library Director's Report**

**Month in Review:**

Numerous radio station visits in rotation with Elisa Cruz, Adult Services Librarian, to promote services and programs.

City Staff meetings on Mondays with other department heads in attendance.

Additional Grant work with Linda McClain.

The library has restarted in-person storytimes with great response from the community, with at least 25 in attendance on average each Friday.

Going to meetings of the Learning Center Book Club on Tuesday mornings with Justine Ridder the Youth Services Librarian.

Library supervisor meeting on Tuesday September 21<sup>st</sup>.

Nebraska Library Association issues surrounding the Golden Sower Award book list and NLA Conference meant several other meetings.

HR meeting to discuss new AFSCME contract for hourly employees.

Third Thursday Chat from Diversity Committee was rescheduled to the fourth Thursday.

Set up new budget for materials in Horizon with Tracy Parr; rolled over outstanding orders.

High School job fair with other City and Utilities folks and Sonia Vanderworth.

Interview with LIS student.

Proctored several exams for IWCC student.

Toured Metro Community College to discuss possible partnerships.

Friends Board Meeting.

Halloween Hysteria had 473 participants at the Gallery 92 West event with Justine Ridder reading to children.

Kiwanis photo op for a \$25k pledge.

Covered the radio station for Brian Newton last Monday and was able to share the library message that we are more than just books.

NLA Conference last Wednesday and Thursday, where Laura received the Mad Hatter Award for 2021.

The library is trying a new calendar system to record statistics for the State Report in 2022.

Hosted a Red Cross Blood Drive Saturday 10/16 that netted 13 units, which was above our target/goal of 10.

Adult book club has remained small but steady. This month's book is Saving Cee Cee Honeycutt by Beth Hoffman; meeting is Thursday 10/21 at 7pm in the East Building or on Zoom. Self-Care 101 workshop is next Monday 10/25 from 7-8 in the Large Meeting Room.

4<sup>th</sup> Annual Book Character Pumpkin Contest starts this week with dropoff this Wednesday-Friday; voting takes place Saturday-Thursday and winners will be announced the following Friday.

**Expansion Update:** The fundraising continues – Director Laura England-Biggs reported that there are several pending grants with a critical couple of weeks for us coming up and we hope to hear from two organizations by the end of the month. Smaller donations continue to come in by check or pledge forms. There is a meeting next Thursday with the Cosmopolitan Club. We are examining time frames with the architects and owner's rep and we hope to have more to report next month.

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

Director Laura England-Biggs reported that there is a Pop-Up Book Nook scheduled for November 5<sup>th</sup> & 6<sup>th</sup> and this will be the final one as the Friends are still planning on a full book sale March 24<sup>th</sup>-27<sup>th</sup> 2022. She also mentioned with much sadness that the Friends lost a truly dedicated Friend Member, Helen Drumright. She will be remembered for all of her help through the years as a board member, book sorter, book sale worker and for her homemade cookies too.

### **Finance**

Director England-Biggs reported that there were no surprises with the expenditure report.

With no further business, motion to adjourn was made at 7:28 p.m. with Board Member Moenning making the motion and Board Member Rathke seconding it. Ayes: Adamson, Moenning, McClain, Rathke and Pence. Motion carried 5-0.

Next meeting will be held in the Library Large Meeting Room on the first floor / Online via ZOOM, on November 15, 2021 at 6:30 pm.

Prepared by Tracy Parr, Library Senior Office Associate

Signed by Amanda Moenning, Library Board Secretary