

Keene Memorial Library Board Meeting
Large Meeting Room / Online via ZOOM
1030 N Broad St, Fremont NE
6:30 P.M.
November 15, 2021
Minutes

Held at the Keene Memorial Library Large Meeting Room and Board President Tom Adamson called the meeting to order at 6:31 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 and Shane Wimer, Assistant City Administrator. 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 and distributed. 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 November 15, 2021 regular meeting. Board Member McClain moved, seconded by Board Member Rathke to adopt the agenda for November 15, 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 October 18, 2021 minutes, seconded by Board Member Pence. Ayes: Adamson, Moenning, McClain, Rathke and Pence. Motion carried 5-0.

Unfinished Business

Policy Manual Update-Genealogy Resources

Library Director Laura England-Biggs stated that it was brought to her attention that the pricing for printing genealogy research was not updated to .10 cents per page instead of the past .20 cent charge. When asked why the price was going down she stated that all other black and white printing in the library is .10 cents per page; the different pricing pre-dates her employment and no longer makes sense. Motion to accept the proposed change to charges for genealogy printing was made by Board Member Rathke, seconded by Board Member McClain. Ayes: Adamson, Moenning, McClain, Rathke and Pence. Motion carried 5-0.

New Business

Discussion on Relocation of the Library During the Expansion Project

Director England-Biggs stated this was on the agenda in case any of the Board Members wanted to discuss anything having to do with the possible relocation during construction. Some discussion was had on how we will communicate moving forward with the Park & Recreation Board about the possible use of the City Auditorium.

Reports

Library Director's Report Month in Review

She spoke with Paul Gillespie from Transparent Language about the possibility of adding this database to what we have. The library was given a trial run to try it out and at this time no decisions have been made as to if we will pursue it.

There was a meeting with Endicott Engravers for information on their engravable bricks for a fundraising project. We have received samples from two other companies, Endicott's samples are on the way and one more company is interested in us considering them.

Many webinars on various topics for the Library and Nebraska Library Association.

A lot of Grant work with Linda McClain.

A presentation to the Cosmopolitan Club with Linda, where we shared news about the Expansion Project. Bibliostat training, which covers the annual Public Library Data Survey we complete for the Nebraska Library Commission. It is driven by Institute of Museum and Library Services data requests and completion is required to maintain our accreditation.

Walk through with an engineering company related to the Expansion Project.

Meeting in Reno as part of the Transforming Teen Services grant project.

Meeting in Hastings as part of NLA presidential duties.

Joint meeting with the Park & Recreation Board.

Proctoring a test for our Iowa Western Community College student.

Meeting in Greenwood for Three Rivers Library System director's meeting.

Expansion Update:

There was an anonymous donation made last Friday 11/12/2021 for \$100,000

We received the Rupert Dunklau matching grant notification last week; it's a \$100,000 matching grant.

There are a couple more grants that will have upcoming press releases.

Friends of the Library Report

Director England-Biggs stated that with not much to discuss so the Friends did not meet in November.

The Pop-Up Book Nook last weekend brought in \$431 in donations for the Friends.

Friends are gearing up for the March 24th-27th 2022 Book Sale.

Finance

Director England-Biggs reviewed the Finance report, noting that there are some lines that are "over-spent" due to some of last years encumbrances being rolled over and not cancelled yet. She stated that was the case with Postage & Printing and that under Other Contractual Services we were high also because of the fact that we tend to over encumber snow removal to allow for unpredictable weather.

Just before adjourning Director England-Biggs stated that on this Wednesday November 17th we will be having our Tree Lighting event. This Friday November 19th the library will be hosting Jerry Barlow a Celtic Fingerstyle Guitarist, and she thanked the Friends of the Library for paying for his hotel room.

With no further business, motion to adjourn was made at 7:10 p.m. with Board Member McClain making the motion and Board Member Moenning seconding it. Ayes: Adamson, Moenning, McClain, Rathke and Pence. Motion carried 5-0.

Next meeting will be held in the Large Meeting Room at the Library/ Online via ZOOM, on December 20, 2021 at 6:30 pm.

Prepared by Tracy Parr, Senior Office Associate

Signed by Amanda Moenning, Library Board Secretary