

**MEETING OF THE LIBRARY ADVISORY BOARD  
CITY OF LA VISTA**

**MINUTES OF MEETING  
November 10, 2022**

Members Present:	Rose Barcal	Cindi Hearn	Connie Novacek
	Kim Schmit-Pokorny	Carol Westlund	
Members Absent:	Huyen-Yen Hoang		

Agenda Item #1: Call to Order

The meeting was called to order at 5:30 p.m.

Agenda Item #2: Announcement of Location of Posted Open Meetings Act

An announcement was made of the location of the posted copy of the Open Meetings Act for public reference.

Agenda Item #3: Introductions

There were no introductions.

Agenda Item #4: Approval of Minutes of September 8, 2022 Meeting

It was moved by Novacek and seconded by Schmit-Pokorny that the September 8, 2022 minutes be accepted as presented. Board members voting aye: Hearn, Novacek, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: Hoang. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: highlights of programming were given including the cessation of the retirement sessions per the city administration's decision based on the recommendation of the city attorney. The buy local craft fair saw approximately 800 visitors.
- b. Employee update: Barcal has received and accepted the resignation of Megan Hunter, evening and weekend Circulation Clerk I.
- c. Library Meetings were reviewed including the Sarpy library directors' signing internationally known author Alex Kava for a May 2023 appearance. A meeting took place on October 5 with the new Metropolitan Community College (MCC) Sarpy Center manager, Todd Hansen. Barcal met with a 2023 University of Nebraska – Omaha practicum student who will be needing sixty hours of study. There was an Apollo User Meeting in Seward.
- d. General Library Information included online resource, Newsbank, has been expanded to include international publications and a quote for LinkedIn, formerly Lydia, was almost double what the library pays for the Universal Class license. HotSpots for staff use are on order. A request to utilize room 145 for GED and ELL classes has been sent to MCC staff. Two internships have been requested to be paid by a private donor.

Agenda Item #6: Circulation Report

Barcal distributed monthly circulation reports. A discussion was held concerning a reduction of categories and including new collections and collections of interest.

Agenda Item #7: Old Business

- a. Department Plan Development Strategy. The library's plan is being updated with a timeline.

- b. Social Media in the Library Region. Staff are working on a social media survey for the public and the possibility of teen programming involving social media.
- c. 2022 Summer Reading Program. Monthly programming reports for June and July were distributed.
- d. FY23 Budget: Requests
  - i. Full-time Administrative Assistant. A part-time position of twenty hours per week was approved by City Council. The job description is being updated to reflect this change.
- e. Library Security Cameras. A copy of the city's policy has been requested.

#### Agenda Item #8: New Business

- a. Grants
  - i. Three Rivers Library System: Continuing Education. Jodi Norton submitted a grant to attend the Association of School Library Conference in Kansas City and received \$450. Norton will be submitting an article about her experience.
  - ii. La Vista Community Foundation
    - i. Board Games: Rachel Bachman, Children's Librarian, submitted a grant requesting \$1,300 to update the library's board game collection.
    - ii. Heat Press: Cedate Shultz, Public Services Librarian, submitted a grant requesting \$1,954 to purchase a heat press and mug press to be added to the library's makerspace.
- b. National Medal for Museums and Library Service Nomination. Congressman Don Bacon nominated the library. Barcal submitted a nomination form on October 31. Letters of support were requested from additional congressional members as well as three community members. Finalists (fifteen museums and fifteen libraries) will be named in spring of 2023.
- c. Omaha's Henry Doorly Zoo and Aquarium Ticket Program. The La Vista Library was generously included in this year's program to distribute zoo tickets to current library card holders on a first-come, first-serve basis. In one week, all fifty tickets were distributed.
- d. Partnership with Nebraska Library Commission and Nebraska Commission for the Blind and Visually Impaired: ONYX Deskset HD. The ONYX Deskset HD has been delivered to the library and is on loan. This video magnifier aids in visual assistance. There is a YouTube demonstration available.
- e. Partnership with Omaha Astronomical Society: Telescope Kit. The library was approached by the society to purchase a telescope. The society was able to secure all items to the telescope and suggest book titles and kit items. They also provided training for staff. The board requested fliers for this as well as the ONYX Deskset HD.
- f. State Report FY22. Statistics are being gathered and an educational webinar viewed concerning the changes for the state report. Barcal will submit and report back to the board.
- g. Change of Library Advisory Board Meeting Time. Discussion was held concerning the board meeting times. It was moved by Schmit-Pokorny and seconded by Novacek to move the Library Advisory Board Meeting time from 5:30 p.m. to 6:00 p.m. effective in January of 2023. Board members voting aye: Hearn, Novacek, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: Hoang. Motion carried.
- h. Library Board Meeting Dates for 2023
  - i. January 12
  - ii. March 9
  - iii. May 11
  - iv. July 13
  - v. September 14
  - vi. November 9

It was moved by Hearn and seconded by Novacek to accept the library board meeting dates for 2023 as presented. Board members voting aye: Hearn, Novacek, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: Hoang. Motion carried.

Agenda Item #9: Comments from the Floor

There were no comments from the Floor.

Agenda Item #10: Comments from the Board

Schmit-Pokorny asked about the small library calendars. Barcal reported that they have been ordered and should arrive by the end of the month.

Agenda Item #11: Adjournment

There was a motion by Westlund and second by Hearn to adjourn the meeting at 6:32 p.m.

The next meeting is scheduled for January 12<sup>th</sup>, 2023 at 6:00 p.m. at the La Vista Public Library.