

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

**MINUTES OF MEETING
May 9, 2019**

Members Present: Rose Barcal
Valerie Russell Huyen-Yen Hoang
Carol Westlund Connie Novacek

Member Absent: Kim Schmit-Pokorny

Agenda Item #1: Call to Order

The meeting was called to order at 5:37 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 made.

Agenda Item #4: Approval of Minutes of March 14, 2019 Meeting

It was moved by Novacek and seconded by Westlund that the March 14, 2019 minutes be accepted as presented. Board members voting aye: Hoang, Novacek, Russell, and Westlund. Nays: none. Abstain: none. Absent: Schmit-Pokorny. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: highlights of programming were given including the children's March Madness for books, the Tween Scene Doodle Day, and the adults' Winter Reading Program and Darrel Draper's presentation.
- b. Employee updates included a Project Search student who is fulfilling her third rotation at the library from February to the beginning of May.
- c. Library Meetings were reviewed including the city's Taste of La Vista event on July 27th, the Sarpy +1 joint library event of Mr. Gill on August 23rd and 24th, and the update of the VOX books order/plan to increase from 12 to 18 books per shipment.
- d. General Library Information included the Project Search Job Fair where Barcal conducted mock interviews for students, the library's accreditation process begins with a workshop at the end of the month, and the trend in library donations of books, magazines, DVDs and other material from October through March are down by 2,800 compared to last year possibly due to the new tax restrictions.

Agenda Item #6: Circulation Report

Barcal distributed the circulation report as well as the report for February 2019. The board wanted to see if the days the library were closed due to snow impacted circulation. The reports were discussed and accepted.

Agenda Item #7: Old Business

- a. Grants

- i. American Library Association/Dollar General Literacy Foundation: American Dream Literacy Initiative. Four laptops have been approved for purchase by City Council. Those have been ordered. Calculators as well as computer mice have been ordered. GED Graduation is June 1st at 2pm at the city's Community Center.
- ii. Nebraska Library Commission: Library Innovation Studios. La Vista Public Library was named as a recipient of the Library Innovation Studios. The library will host the 15 different stations March through July of 2020. Stations include a CNC router, laser cutter, vinyl cutter, heat press, and embroidery/sewing machine. Kits include a camera/video green screen, audio and music, Arduino & Sparkfun starter kit, Lego Mindstorms, button maker, soldering kit, laminator, and a Makey Makey kit. There will also be a iron & steamer, glue gun, label maker, metal punch, and a CorelDraw laptop.
- b. Department Plan Development Strategy: update. Barcal met with city administration concerning the library's Department Plan. To remain consistent with other departments, any items not in this current, 2-year fiscal cycle were removed: the security system and the space needs study. All other initiatives remain, and two additional initiatives were added which were reflected in the Community Interest Survey: computer/technology and electronic books. Once the department plan has been finalized, it will be distributed.
- c. LED Lights: update. The lights have been installed and the wire has been pulled. There are lights on either side of the fireplace that will be replaced with the LED bar lights. This will allow more lighting in this area. This will be completed in the near future.
- d. Inventory: update. An updated report was distributed with 126 items being located and/or rectified. Of the 458 items still unaccounted for, 350 are magazines and will be searched to verify all have been properly inventoried.

Agenda Item #8: New Business

- a. Grants
 - i. Humanities Nebraska: Darrel Draper. Staff member Cedate Shultz submitted the paperwork to have Darrel Draper present at the library on Nebraska History as told by Peter Sarpy on March 9th to 23 attendees.
 - ii. WGF Inc.: Coding and Robotics. Staff member Jessy Colabello submitted the grant requesting \$700 for educational programming.
 - iii. Papillion Lions Club: Salute to Summer Parade: Books. The funding of \$300 will go toward purchasing books to be distributed during the parade by Papillion La Vista Foundation members and personnel.
 - iv. Midlands Community Foundation: Golf Committee: Summer Reading Program. The Golf Committee determined to support public libraries' summer reading programs. This golf tournament will occur Monday May 22nd at the Platteview Golf Course. Barcal will volunteer during the event. The Foundation is awarding \$2,000 for the summer programs.
- b. Budget: FY19 End of Year. The end of year library budget numbers have been submitted. A additional request for staff training for the teen coordinator was requested.
- c. Summer Reading 2019. This year's theme is "A Universe of Stories." Calendars are complete. This year will feature reading bookmarks for children, teens, and adults.
- d. Policy Review: Library Innovation Studio. The updated policy was distributed. Feedback from staff is being sought.
- e. Library Innovation Studio: Release of Liability. The release was reviewed.
- f. Continuing Education Activities:
 - i. Working with Friends online video from the American Library Association's United for Libraries: Short Takes for Trustees with Sally Gardner Reed was viewed.
 - ii. Discussion. A discussion was held concerning the online video.

Agenda Item #9: Comments from the Floor

There were no comments from the floor.

Agenda Item #10: Comments from the Board

There were no comments from the Board.

There was a motion by Westlund and second by Russell to adjourn the meeting at 6:42 p.m.

The next meeting is scheduled for July 11th, 2019 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.