

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

### MINUTES OF MEETING July 10, 2013

Members Present:	Rose Barcal Valerie Russell	Jill Frederick Kim Schmit-Pokorny	Huyen-Yen Hoang
Members Absent:	Carol Westlund		
Guest:	Haley Christensen		

#### Agenda Item #1: Call to Order

The meeting was called to order at 5:33 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

The Board welcomed Christensen, Teen Advisory Board President, back to a board meeting.

#### Agenda Item #4: Approval of Minutes of May 9, 2013 Meeting

It was moved by Russell and seconded by Frederick that the minutes be accepted as presented. Ayes: all. Nays: none. Motion carried.

#### Agenda Item #5: Library Director's Report

- a. Programs: an overview of various programs was given including the children's Discovery Series and the results of the Japanese braiding craft called Kumihimo on May 18<sup>th</sup>. Other sessions will be opened up this fall and will include teens and adults. To date, 26 additional people are interested in this craft.
- b. Employee updates were given. This year's summer seasonal help is Christopher Turner. He is assisting with the computer lab. All Metropolitan Community College workstudy students have completed work. One may return in the fall.
- c. Library Meetings were reviewed including the Project Search graduation, Nebraska Library Association Board meeting, and the Eastern Library System's annual meeting was held in Ralston's new arena.
- d. General Library Information included a review of the library staff members' involvement in La Vista Daze and the City's leadership book club.

#### Agenda Item #6: Circulation Report

Library Director Barcal distributed the final circulation report. The report was discussed and accepted. June shows the highest record of circulation to date: 17,049. The children's two AWE computers saw usage of 644 for June alone.

### Agenda Item #7: Old Business

- a. Current and future grants were reviewed.
  - i) Scholarship to attend the Conference for Association for Rural and Small Libraries. Staff member, Jean Hurst, sent in an application to attend this national conference which will be held in Omaha in September 2013.
  - ii) Early Literacy Station from AWE, Inc. A video was sent to AWE, Inc. expressing the library's need for a grant funded Early Literacy Station. This grant was not awarded to the library.
  - iii) Scholarship to attend Nebraska Library Leadership Institute from Eastern Library System. Staff member, Jean Hurst, submitted an application and request for funding to attend the Nebraska Library Leadership Institute in August of 2013. Other staff members have attended this institute and gained great insight and knowledge. The application was accepted and the grant awarded to cover costs for this week long institute.
  - iv) Scholarship to attend ICMA Annual Conference from International City/County Management Association. Library Director sent an application for this grant that would fund attendance and travel costs for the international conference. This grant was not awarded to the library.
  - v) Summer Reading Program Grant from Young Adult Library Services Association & Dollar General Literacy Foundation. A grant was submitted to assist with the library's teen summer reading program. This grant was not awarded to the library.
  - vi) Created Equal: America's Civil Rights Struggle from Gilder Lehrman Institute of American History. This grant was submitted to provide informational programming concerning Civil Rights. A support letter was provided by Dean of Sarpy Center with Metropolitan Community College, Robin Hixson. This grant was awarded. Programming will be October of 2015.
  - vii) Homeschool And Youth Activities from Bellevue Offutt Homeschool Group. This funding was provided by the Bellevue Offutt Homeschool Group for additional library programming to benefit families and children. This \$2,000 will be used during FY14.
  - viii) Literacy @ the Library from La Vista Community Foundation. The La Vista Community Foundation awarded the library funding to assist with literacy, including the distribution of books for children during this years' Community Cookout during La Vista Daze. All books were quickly picked up by the public with requests for teen and adult books.
  - ix) 2013 Student Internship Grant Program from the Nebraska Library Commission was submitted. The grant requested \$1,000 for programming and a stipend for a second teen to learn about the library profession. The grant request was award with \$500. Work with the intern began over summer.
  - x) Youth Excellence Grant 2012. This grant was awarded by the Nebraska Library Commission for a Teen Media Club. Funds will be used for a DVR, laptop and bag, flash card, and a wireless mouse. Equipment has been received. Work has begun on the Dinosaur Book Trailers as well as the start of Snazz Masterz.
  - xi) Civil War 150: There will be a 3 week exhibit at the Library in October of 2014. The grant included \$1,000 for programming. A committee is being formed to assist with the planning of opening event next October.
  - xii) American Recovery and Reinvestment Act for the Nebraska Library Commission Broadband Technology Opportunities Program continue with monthly statistical and computer reports. The open house will be July 24<sup>th</sup> in the library.
- b. Boards and Commissions Manual (tabled).
- c. Policy Review: Bulletin Board. There was a motion by Frederick and a second by Russell to accept the Bulletin Board Policy. Ayes: all. Nays: none. Motion carried. The policy will be

distributed to staff and posted on the public bulletin board. The policy will take effect immediately.

- d. Amnesty Week: June 16-22. 94 food items were donated during the library's Amnesty Week.
- e. Budget 2013/14. The library's budget was submitted to City Hall on May 10<sup>th</sup>. The library's budget meeting with the City Administrator, Assistant City Administrator and Finance Director occurred on June 13<sup>th</sup>. Budget workshops will be in July with the City Council. Assistant Director Jodi Norton will present the budget she prepared.
- f. Partnership with Papillion La Vista Schools Foundation. Books were purchased with State Aid money and in conjunction with the Papillion La Vista Schools Foundation during the Scholastic Book/Warehouse Sale in May. These books were stamped with both the library and foundation stamps then handed out by foundation personnel during the La Vista Daze Parade. This is the second year this literacy partnership has taken place.
- g. Summer Programming. Visits to school children were up and totaled 1,410. 354 more than last year. Teens visited in schools numbered at 306. Through June, 63 children's programs with 2,586 in attendance. Compared to last year, this is two less programs but attendance is up by 632. Teen programming versus last year is one more program and an increase in attendance by 143. There was no significant increase in book circulation for teens, children or adults. Teen usage may be down to the teens' commitment to reading the *Teens' Top Ten Books (TTT)* which is part of *YA Galley*, a project of the *Young Adult Library Services Association (YALSA)*, a division of the *American Library Association (ALA)*.

Agenda Item #8: New Business

- a. State Aid 2012-2013. The library has received \$2,810 in State Aid due to the library staff, library board and library itself meeting standards of accreditation. The money has been designated to purchase a Colibri system (a book covering system that will save staff time and funding for materials), the parade books for the Papillion La Vista Schools Foundation partnership, and two Minitex printers for the Circulation Desk due to the new computers at the front desk. The old receipt printers would not work with the new technology and had to be replaced.
- b. Runza – Great Books for Great Kids. The library received notification that the partnership with Runza will take place with a local school versus the library this year. The library would be happy to support the school and has requested information pertaining to the date of the event. As of the meeting date, no response has been received.

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 Frederick and seconded by Schmit-Pokorny to adjourn the meeting at 6:05 p.m.

The next meeting is scheduled for September 12, 2013 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.