

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

**MINUTES OF MEETING
July 9, 2015**

Members Present: Rose Barcal Jill Frederick Huyen-Yen Hoang
 Valerie Russell Kim Schmit-Pokorny

Members Absent: Carol Westlund

Agenda Item #1: Call to Order

The meeting was called to order at 5:32 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 12, 2015 Meeting

It was moved by Hoang and seconded by Frederick that the March 12, 2015 minutes be accepted as presented. Ayes: all. Nays: none. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: an overview of programs was given including children's programming with Wiggly Wednesdays, Homeschool Sessions, Easter Storybook Walk, and Golden Sower Book Club; teen programming with Homework HotSpot, Tea Club, Storytime, Arkham Horror Gaming, Bacon Club, and Homeschool sessions, and adult programming with books clubs, training for camera, iPhone, computers and tablets, GED sessions, and a series with Social Security Strategies, Medicare, Long Term Care, and Estate Planning.
- b. Employee updates were given. The library hosted an intern from Project Search and an eighth grader shadowed various library staff on a Friday.
- c. Library Meetings were reviewed including the Business Advisory Council for Project Search, the Three Rivers Library System meetings, the City's Book Club, and the Sarpy County's Wisdom of Women event at the library.
- d. General Library Information included the library hosting UNO's library students for the second year in a row to discuss collection development. The La Vista Library is used as a "living collection" the students can learn from.

Agenda Item #6: Circulation Report

Barcal distributed the circulation report as well as the monthly income report. The reports were discussed and accepted.

Agenda Item #7: Old Business

- a. Current and future grants were reviewed.

- i) WCF Inc. Knights of Columbus. Jodi Norton submitted a grant for a snap circuit program for \$800.
- ii) Created Equal: America's Civil Rights Struggle from Gilder Lehrman Institute of American History. The grant was awarded with four movies to be shown and a discussion held. A display will accompany the films in October 2015.

Agenda Item #8: New Business

- a. Teen Programming Division Discussion: middle or tweens and high school students. It was moved by Schmit-Pokorny and seconded by Russell that the discussion be tabled until the September meeting. Ayes: all. Nays: none. Motion carried.
- b. City Comprehensive Plan Update. An update was given on the Salute to Summer booth as well as the Taste of La Vista visioning event in Central park where approximately 600 attendees provided feedback and recommendations concerning the future of La Vista.
- c. Inventory 2015. A report was distributed comparing 2014 inventory to 2015's inventory. 2014 stands at 183 missing items. The initial 2015 report indicated 222 missing items. An update from May shows 104 items have been recovered and/or located. Schmit-Pokorny was interested in the subject breakdown for the non-fiction titles that are missing. This information will be shared at the next meeting.
- d. New Policy: Customer Complaint Policy. Barcal reported that other libraries have a complaint portion within the library's collection development policy. Barcal recommended using the City's Citizen Complaint Form to address any public complaints.
- e. New Policy: Staff Development Policy: Barcal distributed a draft of the policy which is reflective of the City's Personnel Manual. This policy was revisited in May and discussion held. Schmit-Pokorny recommended including accreditation standards set forth from the Nebraska Library Commission including continuing education requirements for staff.
- f. Partnership with Papillion La Vista School Foundation. The La Vista Public Library and Papillion La Vista School Foundation agreed again this year to join efforts in distributing children's books throughout the Salute to Summer Parade. Over 500 titles were handed out by Foundation volunteers.
- g. Summer Reading Programs
 - a. Children. As of June, 39 children's sessions were held with 2,136 in attendance. This averages to 55 attendees per session versus last year's average of 42 per session. Last year at this time, 59 sessions were held with 2,484 in attendance. Due to the shortage of staff, this year's programming has been altered to accommodate the reduction in staff.
 - b. Teen. As of June, 22 teen sessions were held with 655 in attendance. This averages to 30 attendees per session which is the same average as last year. Last year at this time, 25 sessions were held with 760 in attendance.

Agenda Item #9: Comments from the Floor

There were no comments from the floor.

Agenda Item #10: Comments from the Board

Russell complimented Lindsey Tomsu on the Teen Summer Intern Program. The Intern classes are held in a Metropolitan Community College classroom. The program is complete with lectures and homework. Sessions have met two times per week with all day activities and instruction. Barcal added that a detailed plan has been created by Tomsu.

Frederick complimented Jen Goss on the Super Hero Training Camp that was held on July 1st with ten stations including a checklist. The flow of the activities went well and there were a large number of families who attended.

There was an expressed concern based on the previous discussion of the tween programming being included in the FY16 Budget. Barcal verified that there has been funding requested based on the discussion held during the March 12th Board Meeting. If the board recommends the tween programming after hearing from staff, the funding has been requested. If the board recommends no additional programming, and if that funding was approved by City Council, that funding would not be used. It is planned to continue the tween programming discussion at the September Library Board meeting.

There was a motion by Frederick and second by Russell to adjourn the meeting at 6:15 p.m.

The next meeting is scheduled for September 10th, 2015 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.