

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

**MINUTES OF MEETING
March 10, 2016**

Members Present: Rose Barcal Jill Frederick Kim Schmit-Pokorny
 Carol Westlund

Members Absent: Huyen-Yen Hoang Valerie Russell

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

Mackenzie Schnitker, University of Nebraska-Omaha practicum student, was introduced. Schnitker is in the process of executing 90 hours at the library.

Agenda Item #4: Approval of Minutes of November 12, 2015 Meeting

It was moved by Frederick and seconded by Westlund that the January 14, 2016 minutes be accepted as presented. Board members voting aye: Frederick, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: Hoang and Russell. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: an overview of programs was given including the passive programs at the library.
- b. There were no employee updates.
- c. Library Meetings were reviewed including the Project Search Job Fair to be held April 11th at the La Vista Embassy Suites and tour of Metropolitan Community College's area at the DoSpace on 72nd and Dodge. Barcal attended the Legislative Day on March 8th. The afternoon speaker talked about the state's 150 anniversary celebration in 2017.
- d. General Library Information included the Seed Share event in January. Attendance was down compared to last year.

Agenda Item #6: Circulation Report

Barcal distributed the circulation report. The report was discussed and accepted.

Agenda Item #7: Old Business

- a. Current and future grants were reviewed.
 - i) Life-Size Games from the Nebraska Library Commission for teen programming events for \$2,250. Submitted in October 2015. The library was awarded \$1,500. Items are being purchased for the construction of the games.
 - ii) Growing Community Seed Share Program from PayPal for Seed Sharing Day in January throughout Nebraska libraries for \$7,000. Submitted in October 2015. The library was not awarded this grant.

- iii) Pre-GED and GED and Our Community from the La Vista Community Foundation for supplies for \$2,267.31 by Barcal. The total amount was awarded. A reception was held by the La Vista Community Foundation on January 15th at the library. The two laptops and vouchers to practice the tests have been purchased. Due to a textbook update, the books will not be purchased until completion of the revision.
- b. City Comprehensive Plan Update. The committee has been meeting.
- c. Committee on Programming. Barcal has met with Metropolitan Community College Sarpy Dean Robin Hixson about joint programming ideas. "Brain Break" sessions were held in 138 for those needing a break from finals. Only 6 attendees took advantage. After a meeting with staff, it was determined to move this event to the commons area next time so people don't have to look for it. Hixson was open to this idea as well. Lindsey Tomsu was not able to attend the Board meeting but submitted an update: local school teachers have been contacted and the schools will be visited to inform students of the tween event at the library. As soon as a flier is available, the will be posted in the library and at the Recreation Center as well as shared with the Board. Frederick asked about the attendance at the tween program at the Recreation Center. Barcal will inquire.
- d. Policy Review: Circulation Policy. The policy was discussed including edits based on staff and Board recommendations. It was moved by Frederick and Schmit-Pokorny to accept the policy as amended with the understanding that the recommended overdue fees require City Council approval. Board members voting aye: Frederick, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: Hoang and Russell. Motion carried.

Agenda Item #8: New Business

- a. Inventory. An initial report was submitted by staff concerning the items unaccounted for. Final numbers for the 2015 inventory stand at 102. This number was initially 222 and declined to 118 in May 2015. The current number for the 2016 inventory is 147. This number is expected to decrease.
- b. State Library Report. The State Report this year had two new areas for reporting:
 - i. Reporting programs that were specifically targeted to children aged birth through five years old. Of the library's 404 programs, 234 were targeted to children aged birth through five years old.
 - ii. Reporting not only number of databases the library purchased but their names and usage for the reporting months. The library currently has 20 of these databases.
- c. Performance Measures. This report has been submitted to City Hall for compilation.
- d. Library Strategic Plan. This plan was reviewed. Updates will be given as work on the goals progresses.
- e. Library Advisory Board Manual. The City compiled manuals for boards and commissions so there is a consistency in the information provided to its members. The manuals for the Library Board were distributed.
- f. New Grants:
 - i. Teen Summer Intern Program from the Young Adult Library Services Association (YALSA) and Dollar General. Lindsey Tomsu submitted a grant for \$1,000 for teen summer interns. The library was awarded \$1,000.
 - ii. 2016 Internship Grant Program from the Nebraska Library Commission. Lindsey Tomsu submitted a grant for \$1,000 for a teen summer intern. The grant was announced in February. The library was awarded \$1,000.
 - iii. 2016 Young Adult Library Services Association Summer Learning Grant from the Young Adult Library Services Association and Dollar General. Lindsey Tomsu submitted a grant for \$1,000 for the teen's BUILD (Building to Uphold Imagination and Learning Daily) programs. The library was awarded \$1,000.

- iv. Tween and Teen BUILD Collective through the Loleta D. Fyan Grant from the America Library Association. Lindsey Tomsu submitted a grant for \$3,500 for the tween and teen BUILD (Building to Uphold Imagination and Learning Daily) programs. The grant will possibly be announced in March.

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 Schmit-Pokorny to adjourn the meeting at 6:30 p.m.

The next meeting is scheduled for May 12th, 2016 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.