

MEETING OF THE LIBRARY ADVISORY BOARD CITY OF LA VISTA

MINUTES OF MEETING September 8, 2022

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

Agenda Item #1: Call to Order

The meeting was called to order at 7:00 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

Assistant City Administrator, Rita Ramirez, was introduced.

Agenda Item #4: Ballot Referendums

Ramirez provided handouts and gave an overview of the city's ballot referendums: half-cent sales tax continuation and restaurant tax replacement, which will be on the ballot in November so the board would be informed. Ramirez also reminded the board about the pancake breakfasts in each ward for the council members to visit with residents. Please direct all referendum questions to city hall.

Approval of Minutes of May 12, 2022 Meeting

It was moved by Novacek and seconded by Hoang that the May 12, 2022 minutes be accepted as presented. Board members voting aye: Hearn, Hoang, Novacek, and Schmit-Pokorny. Nays: none. Abstain: none. Absent: Westlund. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: highlights of programming were given including watercolor painting for adults.
- b. Employee updates included the additions to the library team: Kimberly Spilker evening and weekend Circulation Clerk II, Lee Kerniskey and Jim Bothmer evening and weekend Circulation Clerk I, and Mark Crawford afternoon Circulation Clerk I.
- c. Library Meetings were reviewed including the Papillion La Vista Community Schools Cooperation BEST celebration where the Youth Division was recognized for the partnership with G. Stanley Hall for summer program.
- d. General Library Information included the online resource, Chilton's, not being renewed due to lack of use and the GED graduation in June. GED Instructor, Mary Hagerup, is planning to retire June of 2023. Plans are to begin a replacement search at the beginning of the calendar year. Barcal met with city IT manager, Ryan South, to discuss Hot Spots for the library. The library is partnering with the south Papillion High School in providing library information packets for the IDEAL students who are La Vista residents. A letter of support was written for a grant submission by the high school. A new cake pan collection was

spearheaded by Papillion La Vista High School junior, Millie Belik, to earn her Gold Award in the Girl Scouts.

Agenda Item #6: Circulation Report

Barcal distributed monthly circulation reports.

Agenda Item #7: Old Business

- a. Grants
 - i. Google: Teens' Tech Lab: staff is working on creating a Makerspace. Tables are being ordered for the space as well as a cabinet to house materials, a duplicate of the Innovation Studios'. The 3D printer has been added as well as a donated sewing machine, the library's AccuCut machine, and button maker.
 - ii. Nebraska Library Commission: American Rescue Plan Act (ARPA) Grant Program. The library used most of the funds for the update of two children's literacy AWE stations. The remainder was dedicated for IV glasses for programming.
- b. Department Plan Development Strategy. The library's plan continues to be updated.
- c. Social Media in the Library Region. Staff are working on a social media survey for the public.
- d. 2022 Summer Reading Program. A report will be distributed at the next meeting.

Agenda Item #8: New Business

- a. Grants
 - i. Papillion Area Lions Foundation: Summer Reading Program. The library received \$250 to support the library's summer program.
 - ii. Papillion Area Lions Foundation: Salute to Summer Parade: children's books for literacy. The library received \$300 to purchase books and distribute them during the city's Salute to Summer parade.
 - iii. Papillion La Vista School Foundation: Salute to Summer Parade: children's books for literacy. The library received \$200 to purchase books and distribute them during the city's Salute to Summer parade.
 - iv. Karla J. Stowe Donation: books for Salute to Summer Parade. The library received \$1,000 to purchase books and distribute them during the city's Salute to Summer parade, honoring the memory of Karla J. Stowe who believed in children's literacy.
 - v. Stowe: Internship Sponsorship. In honor of Karla J. Stowe, a University of Nebraska – Omaha library practicum student received \$900. A request for a teen summer intern was granted and \$1,000 in funding was awarded.
- b. Policy Review: Confidentiality. The policy was discussed. It was determined that there were no edits or changes to be made to the policy at this time.
- c. Policy Review: Staff Development. The policy was discussed. It was determined that there were no edits or changes to be made to the policy at this time.
- d. Policy Update: Volunteer. The policy was discussed. It was moved by Schmit-Pokorny and seconded by Hearn for the final phrase to read as "will undergo" and the policy be approved as presented. Board members voting aye: Hearn, Hoang, Novacek, and Schmit-Pokorny. Nays: none. Abstain: none. Absent: Westlund. Motion carried.
- e. FY23 Budget: Requests
 - i. Full-Time Administrative Assistant. Administration recommended this to city council as a part-time, 20 hour per week position which would be reevaluated in two years.
 - ii. Space Needs Study. This was included in the budget request to city council.

Agenda Item #9: Comments from the Floor

There were no comments from the Floor.

Agenda Item #10: Comments from the Board

There was a motion by Hoang and second by Novacek to adjourn the meeting at 8:08 p.m.

The next meeting is scheduled for November 10th, 2022 at 5:30 p.m. at the La Vista Public Library.