

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

**MINUTES OF MEETING
November 12, 2020**

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

Members Absent: Connie Novacek Kim Schmit-Pokorny

Agenda Item #1: Call to Order

The meeting was called to order at 5:36 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 September 10, 2020 Meeting

It was moved by Westlund and seconded by Russell that the September 10, 2020 minutes be accepted as presented. Board members voting aye: Hoang, Russell, and Westlund. Nays: none. Abstain: none. Absent: Novacek and Schmit-Pokorny. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: highlights of programming were given including the virtual sessions and the increase of blood drives at the library due to COVID-19.
- b. Employee updates included the addition of Michaela Heilesen and Emily Sutherland to the library team. Resignations were accepted from Wendy Allen and Jennie Tobler-Gaston.
- c. Library Meetings were reviewed including the online meeting with the Biblioteca representative to try to increase use for the library's Cloud electronic book collection. The Sarpy County public library directors met virtually.
- d. General Library Information included the Bibliostat (state statistic reporting system) sessions on November 16th and 17th.

Agenda Item #6: Circulation Report

Barcal distributed monthly circulation reports.

Agenda Item #7: Old Business

- a. Grants
 - i. Nebraska Library Commission: Library Innovation Studios. The placement of kits and workstations has been placed on hold until COVID-19 restrictions have lessened. The intern grant is on hold as well.
- b. Active Duty Military Membership: update. During the October 6th City Council meeting, a Council Policy Statement – Issuance of Military Library Cards was placed on the agenda and the library board members were informed of this agenda item. During the council

meeting the item was tabled. The item was placed on the November 3rd City Council meeting. Councilmember Crawford made a motion to approve the resolution and Council Policy Statement. The motion failed for a lack of a second. Councilmember Sheehan made a motion to approve the resolution and Council Policy Statement with the option of "Military personnel (active duty and dependents only) residing in Sarpy County outside the city limits may apply for a card at no charge. Military ID must be presented." The motion passed with five votes aye and three nay votes.

- c. COVID-19 Update. The public continue to utilize the library but with less foot traffic. In October, the computer lab was used 667 times. Printing was also popular. While collection use continues to recover, there has been less usage of the library's databases but other electronic resources (ebooks, eaudio, emovies, and streaming songs) continue to have higher use than the previous year. Staff continue to be vigilant in cleaning and protecting themselves with hand sanitizer and masks.
- d. Department Plan Development Strategy. A draft of this has been sent to city administration. Once it has been approved, it will be shared with the library board.
- e. Summer Reading 2020 Final Report: Reader Zone. The children aged 0-6 read 4,800 books. Children aged 7+ read 215,131 minutes equaling 3,585.5 hours.

Agenda Item #8: New Business

- a. Policy Review: Collection Development. The policy was discussed. It was moved by Russell and seconded by Hoang to accept the policy as presented with an edit. Board members voting aye: Hoang, Russell, and Westlund. Nays: none. Abstain: none. Absent: Novacek and Schmit-Pokorny. Motion carried.
- b. Policy Review: Finance. The policy was discussed. It was determined that there were no edits or changes to be made to the policy as this time.
- c. Policy Review: Interlibrary Loan. The policy was discussed. It was determined that there were no edits or changes to be made to the policy as this time.
- d. Policy Review: Library Meeting Room. The policy was discussed. It was determined that there were no edits or changes to be made to the policy as this time.
- e. Policy Review: Patron Behavior. The policy was discussed. It was determined that there were no edits or changes to be made to the policy as this time.
- f. Library Board Meeting Dates 2021:
 - i. January 14
 - ii. March 11
 - iii. May 13
 - iv. July 8
 - v. September 9
 - vi. November 11

It was moved by Hoang and seconded by Russell to accept meeting dates for 2021 as presented. Board members voting aye: Hoang, Russell, and Westlund. Nays: none. Abstain: none. Absent: Novacek and Schmit-Pokorny. Motion carried.

Agenda Item #9: Comments from the Floor

There were no comments from the Floor.

Agenda Item #10: Comments from the Board

Russell shared her continued education experience of an hour-long session sponsored by the Nebraska Library Association on Makerspaces. This Zoom session was recorded so if any other board members are interested, it is available.

There was a motion by Westlund and second by Hoang to adjourn the meeting at 6:16 p.m.

The next meeting is scheduled for January 14th, 2021 at 5:30 p.m. at the La Vista Public Library, Conference Room #138.