

## SEWARD MEMORIAL LIBRARY BOARD MEETING

Wednesday, June 1, 2022 8AM

Board Members Present: Jerrald Pfabe, Bob Dahms and Stephanie Croston

Absent: Juanita Hill and Nancy Lamberty

Also: Becky Baker, Library Director

Notice of the meeting was given in advance by posting the notice of such meeting, with the agenda thereon, in the following places: City Hall, Seward Municipal Building, and the Seward Memorial Library. Notice of this meeting was simultaneously given to all members of the Library Board. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

### 1. CALL TO ORDER & RECOGNITION OF OPEN MEETINGS ACT AVAILABILITY

The meeting was called to order at 8:00 a.m. by Acting Chairman Bob Dahms, who highlighted the availability of the Open Meetings Act.

### 2. LIBRARIAN'S REPORT

#### Programs:

May programs attendance:

- May the Fourth (Be With You) Star Wars party - 54
- Marie Kondo webinar tomorrow night - 9
- Summer Reading Kickoff street party - 325

Yesterday summer programs kicked off with Toddler Time; there were 32 lively participants in this program. It seemed like a good omen for the start of summer programs.

This month's book group activities include Reader's Choice discussing A Life without Water by Nancy Peacock on June 13, Midday Mysteries reading Children of Cain by Miriam Grace Monfredo for June 21, and Random Reads talking about The Distant Hours by Kate Morton on June 27. R&R continues to discuss current books read and will meet on June 9.

#### Operations:

S(h)elf Improvement Project: The shelf end panels and tops for the new shelving units have yet to be installed. The iPads have not arrived yet either. Hopefully this project will be finished soon!

Staff: Joanna Treas is moving to Kansas and her last day working is scheduled for July 16. I hope to replace this Library Clerk position with a Library Assistant I that more closely aligns with the tasks Joanna does here. This will depend on getting approval from the Mayor and City Administrator since the pay lines are slightly different. We will begin advertising for this soon.

July 4: Preparation for the used book sale on July 4 is underway. Set up for this event will take place on June 23 at 5:00 or 5:30.

#### Statistics:

Because of the early date of this month's meeting, no information from May is available at this time.

	This month	Last month	Last year
Circulation		6,536	6,169
Overdrive (SML patrons)		1550	1,508
Overdrive (ILL to others)		1599	1,780
Collection		58,921	57,918
Attendance		4,044	3,011
Computer Use		86	84
Wireless Use		7,792	8,716
Window		226	352

### 3. ANNUAL POLICY REVIEW – Collection and Internet

After review of the two policies, no changes were recommended.

### 4. CIRCULATION POLICY – Review overdue/fine section and update if necessary

Staff suggested some wording changes to this section of the policy to better clarify notification schedules and actions to be taken to retrieve overdue materials from patrons. After review and some additional wording clarifications, Pfabe moved to approve the changes to the Circulation Policy as discussed. Croston seconded the motion. Voting aye: Pfabe, Croston, and Dahms. Voting nay: None. Absent and not voting: Hill and Lamberty.

### 5. CONSENT ITEMS

Pfabe moved to approve the consent items. Dahms seconded the motion. Voting aye: Pfabe, Dahms, and Croston. Voting nay: None. Absent and not voting: Lamberty and Hill.

Meeting adjourned at 8:10 a.m.  
Respectfully submitted,  
Stephanie Croston, Secretary