

## SEWARD MEMORIAL LIBRARY BOARD MEETING

Wednesday, December 6, 2023 8AM

Board Members Present: Juanita Hill, Stephanie Croston, Jerrald Pfabe, Bob Dahms, and Nancy Lamberty

Absent: None

Also: Rich Wergin, City Council and 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 8:02 a.m. by Chairman Hill, who highlighted the availability of the Open Meetings Act.

### 2. LIBRARIAN'S REPORT

Programs: Toddler Time finished their extended sessions last month. We had 57 folks attend the Letters to Santa program held November 25, which was a great improvement over last year's number. No other children's programs are planned until mid-January. The holiday walk around the square is a family event that many are taking part in and runs until noon on December 22. The Friends of Seward Library are providing the prize money for this event.

The adult craft program in November only had 14 in attendance. December's card making session takes place this Thursday night. The other programs held during Nebraska Book Week were fairly successful, with Cindy Winter's program on Israel addressing 23 patrons, our inaugural puzzle night brought in 48, and Jerry Pfabe spoke to 22 about Seward County during WWII.

During the holiday break an escape room will once again be offered to the public. Several times each day will be advertised for groups to attend. It will run December 26 – January 5.

Staff continues to discuss spring events and have a tentative schedule now developed so that rooms can be reserved appropriately.

This month's book group activities include Reader's Choice discussing Comfort & Joy by Kristin Hannah on December 11, Midday Mysteries reading When Christmas Comes by Andrew Klavan for December 19, and Random Reads talking about The Christmas Joy Ride by Melody Carlson on December 27 (date changed due to Christmas). R&R continues to discuss current books read and will meet December 14.

Operations: Building: Gutter and light repairs remain on the list from last year's storm. Roof repair will be scheduled when the weather cooperates; an estimate for the work has been received. Installing a large monitor in Meeting Room C in the lower level remains to be done as well as installing the last bit of shelving in the furniture storage room downstairs. The silhouette lights will not work as the sockets themselves on two sides of the building were damaged by hail. Further work on this newly discovered information will be undertaken. Shelving for the administrative area was received yesterday so more arranging of furniture will be taking place to finish up that room.

FlexShare: This project has been halted and Biblionix is assisting the four involved libraries in winding it down.

Meeting Room Reservations: This is still being worked on by staff.

#### Statistics:

	Last month	Two months prior	Last year
Circulation	6,553	6,804	6,377
Overdrive (SML patrons)	1,932	1,919	1,631
Overdrive (ILL to others)	2,112	1,909	1,400
Collection	55,820	55,569	58,838
Attendance	4,298	4,756	3,963
Computer Use	129	144	83
Wireless Use	4,021	4,353	7,118
Window	219	235	542

### 3. 2024 CALENDAR

Baker shared a 2024 calendar indicating city holidays, scheduled closed days, and requested days to close (Easter Sunday, Labor Day Sunday, early closing Thanksgiving Eve, Christmas and New Year's Eve if not addressed by the Mayor). Pfabe moved to approve the 2024 calendar. Dahms seconded the motion. Voting aye: Pfabe, Dahms, Lamberty, Croston, and Hill. Voting nay: None. Absent and not voting: None.

### 4. 2023 CALENDAR REQUEST

After researching other library schedules in our area, staff requests that Saturday, December 23 be a day the library is closed. Pfabe moved to approve this request. Dahms seconded the motion. Voting aye: Pfabe, Dahms, Lamberty, Croston, and Hill. Voting nay: None. Absent and not voting: None.

### 5. INTELLECTUAL FREEDOM POLICY AND REQUEST FOR RECONSIDERATION FORM

Baker presented an update to the policies to address this issue, after looking at examples of other policies and receiving feedback from SELS professionals. Changes include moving it to the Collection Development policy, adding a reference to the 1<sup>st</sup> Amendment of the United States Constitution, outlining that local cardholders may have only one reconsideration request active at any time, the item remains in the collection during reconsideration, form must be fully completed and signed to be valid, a response from the Director will take place within 30 business days, if unsatisfied the cardholder may request that the Board review the item by contacting the library five days ahead of regularly scheduled meetings to be placed on the agenda, or submit their reasoning for the request in 500 words or less. Suggestions made by Croston were incorporated into this final draft. Pfabe moved to approve the Intellectual Freedom Policy as updated, now part of the Collection Development Policy. Dahms seconded the motion. Voting aye: Pfabe, Dahms, Lamberty, Croston, and Hill. Voting nay: None. Absent and not voting: None. Reconsideration forms were reviewed and no changes made.

### 6. CONSENT ITEMS

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

Meeting adjourned at 8:37 a.m.  
Respectfully submitted,  
Stephanie Croston, Secretary