

**SEWARD MEMORIAL LIBRARY BOARD MEETING**

Wednesday, June 5, 2024 8AM

Board Members Present: Juanita Hill, Jerrald Pfabe, and Bob Dahms

Absent: Stephanie Croston, Nancy Lamberty

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:

Summer is in full swing, starting with a successful street party kickoff. Having various City departments represented added a new feature to the event. The weather was dry but breezy so the inflatables had to move spots, which of course resulted in some early morning confusion, but it all worked out in the end. Programs kicked off that following week and have seemed well attended to date. Last week's subject was Space and this week is Renaissance. Upcoming topics are Magic, Animals, Music, Nature, Science, Construction and Gaming. As usual, a full report of attendance will be given at the end of summer.

Staff is beginning to look at fall program ideas so any suggestions are welcome at this time.

This month's book group activities include Reader's Choice discussing The Rent Collector by Camron Wright on June 10, Midday Mysteries reading The Marriage Lie by Kimberly Belle for June 18, and Random Reads talking about A Long Way From Home by Connie Briscoe on June 24. R&R continues to discuss current books read and will meet June 13.

Operations:

Street Construction: Staff is pleased that the majority of the work affecting the library has finished but are looking forward to having the intersection of Highways 34 and 15 complete!

Building: Gutter replacement is finished though the lights still need put back up.

Budget: The Library Director and Assistant Library Director met with the City Administrator and City Treasurer to go through the budget request for 2024-25 line by line. Staff followed up with some information after the meeting and await to hear about any other information needed.

Grants: Seward County Gives funding for the lower level sound improvement totaled \$9,127.25. The Seward Foundation gave \$1,250 towards that same project, which was half of the original request. Applications for the Nebraska State Historical Society Foundation grants were turned in but no response has been received to date.

July Schedule: The Mayor has deemed July 5 to be a City holiday, which staff is very pleased with, and requests that the Board approve July 6 as a closed day so that all library staff can celebrate with a four day weekend like other City employees. It would not be a paid holiday, just a closed day. Pfabe moved to close the library July 4 – 7. Dahms seconded the motion. Voting aye: Pfabe, Dahms, and Hill. Voting nay: None. Absent and not voting: Croston and Lamberty.

Statistics:

	Last month	Two months prior	Last year
Circulation	8,135	6,811	7,668
Overdrive (SML patrons)	2,010	1,895	1,550
Overdrive (ILL to others)	1,858	2,086	1,559
Collection	56,319	56,089	58,749
Attendance	5,085	5,044	4,142
Computer Use	125	129	61
Wireless Use	4,330	4,129	6,488
Window	205	207	231

**3. ANNUAL POLICY REVIEW – Collection Development Policy and Public Internet and Computer Acceptable Use Policy**

After review of the Collection Development Policy, Dahms moved to clarify "final decision" in the reconsideration sections by adding "of the Library Board" in both instances. Pfabe seconded the motion. Voting aye: Pfabe, Dahms, and Hill. Voting nay: None. Absent and not voting: Croston and Lamberty.

After review of the Internet Policy, Pfabe moved to insert "using" into the sentence discussing computer use by non-cardholding patrons. Dahms seconded the motion. Voting aye: Pfabe, Dahms, and Hill. Voting nay: None. Absent and not voting: Croston and Lamberty.

**4. CIRCULATION POLICY – Review and possibly update any policy related to fines**

After review of a patron situation and the current policy related to overdue fines, Pfabe moved to add "working with the Library Director or their proxy" at the end of the sentence about resolving overdue fines. Dahms seconded the motion. Voting aye: Pfabe, Dahms, and Hill. Voting nay: None. Absent and not voting: Croston and Lamberty.

**5. PHYSICAL FACILITY POLICY – Review and possibly update any policies related to lower level room use, before/after-hours use, and personal use of library rooms**

After review and discussion of a patron complaint regarding outside of hours use and the current policy of the Board, it was determined that this issue will be tabled until a future meeting when all Board members and the Director are present.

**6. CONSENT ITEMS**

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

Meeting adjourned at 8:45 a.m.

Respectfully submitted,

Jerry Pfabe, Secretary pro tem