

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

**MINUTES OF MEETING
March 14, 2013**

Members Present: Rose Barcal Jill Frederick Huyen-Yen Hoang
 Kim Schmit-Pokorny Carol Westlund

Members Absent: Valerie Russell

Guest: Sarah Kreber Haley Christensen

Agenda Item #1: Call to Order

The meeting was called to order at 5:32 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 January 10, 2013 Meeting

It was moved by Westlund and seconded by Frederick that the minutes be accepted as presented. Ayes: all. Nays: none. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: an overview of various programs was given including Shopping Car Smarts on March 9th, Tai Chi: Moving For Better Balance on March 16th, J. Sterling Morton, Author of Arbor Day on March 23rd, Personality, Planning and Planting on April 18th, and an Author Fair on May 11th.
- b. Employee updates were given. Employee Noker left in February. Her replacement is Jennifer Goss who is an evening and weekend employee.
- c. Library Meetings were reviewed including the American Library Association's MidWinter Conference attended in January.
- d. General Library Information included a Senior Health webinar attended. At the end of next meeting, part of this will be shown for Board continuing education. The Public Library Data Services 2013 from the Public Library Association has been submitted. This is a statistical report for public libraries throughout the United States.

Agenda Item #6: Circulation Report

Library Director Barcal distributed the circulation report. The report was discussed and accepted.

Agenda Item #7: Old Business

- a. Current and future grants were reviewed.
 - i. Teen Summer Internship Program from Young Adult Services Association and Dollar General Literacy Foundation was submitted. The grant requested \$1,000 for programming and a stipend for a teen to learn about the library profession. The grant request was denied.
 - ii. 2013 Student Internship Grant Program from the Nebraska Library Commission was submitted. The grant requested \$1,000 for programming and a stipend for a second teen to learn about the library profession. The grant request was award with \$500.

- iii. Youth Excellence Grant 2012. This grant was awarded by the Nebraska Library Commission for a Teen Media Club. Funds will be used for a DVR, laptop and bag, flash card, and a wireless mouse. Hoang is a member of the Media Club. Hoang reported that the equipment will be ordered soon.
 - iv. Civil War 150: There will be a 3 week exhibit at the Library in October of 2014. The grant included \$1,000 for programming. There is no update.
 - v. American Recovery and Reinvestment Act for the Nebraska Library Commission Broadband Technology Opportunities Program continue with monthly statistical and computer reports. The ADA computer has not arrived but the printer, scanner and cables have. The ADA computer has now been ordered.
- b. State Report: FY2011-12. This report has been submitted. A condensed version was distributed.

Agenda Item #8: New Business

- a. Inventory 2013. Inventory began February 4th and finished last week. The preliminary report was distributed with total items missing or unaccounted for numbering at 191. An update will be given at the May Board Meeting.
- b. Boards and Commissions Manual. In an effort from City Hall to have consistent information and formats, the bylaws for the Library Board has been reformatted. An orientation packet has also been formalized. The Library Board will vote on the bylaws at a future meeting.
- c. Policy Review: Food and Drink in the Library. The practice of "No food or drink in the library" has been strictly verbal. Staff has requested a policy with the possibility of allowing bottled or sealed water containers. A sample policy was distributed and discussed. The Library Board will vote on the policy at the May Board Meeting.
- d. New Product: Zinio (electronic magazines). Since January, the library has paid for a subscription to Zinio, a platform that allows access to electronic magazines. This is a free service to the patrons of the library. The library currently has 102 electronic titles and more can be added after the 1 year license is renewed. Usage for the first month was 109. The second month was 207. Current price per usage is \$12.42.
- e. Amnesty Days. Amnesty Days were held in January for 10 days. 171 pounds of food were donated: 165 total food items. Hoang commented on the advertisement for the Amnesty Day. A discussion was held. The Board consent was that advertising should be done on a variety of levels and formats including Facebook, Tweet, webpage, fliers and possibly radio with a public announcement. The board had a suggestion of obtaining additional information when people sign up for a library card: capturing how they would like to be notified of library promotions/programs.

Agenda Item #9: Comments from the Floor

Teen Advisory Board (TAB) President, Christensen, reported that the teen programs have had more participation from a variety of different locations. TAB has approximately 20 members. Plans for summer reading are underway. Summer Library Intern, Kreber, reported that plans are underway for 2 teen summer programs per day. Frederick commented that a visit to the Junior High to promote summer reading would be beneficial.

Agenda Item #10: Comments from the Board

Quinn commented on the hard work Lindsey Tomsu, Teen Coordinator, accomplishes to run a successful teen program. TAB members nominated Tomsu for an award through the Nebraska Library Association last year and currently have her nominated for a "movers and shakers" award. Schmit-Pokorny asked about summer volunteers: how is it advertised? when will volunteers be able to sign up?

There was a motion by Westlund and seconded by Frederick to adjourn the meeting at 6:17 p.m.

The next meeting is scheduled for May 9, 2013 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.