

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

**MINUTES OF MEETING
March 6, 2014**

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

Members Absent: Jill Frederick Valerie Russell

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 9, 2014 Meeting

It was moved by Westlund and seconded by Schmit-Pokorny 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 programs was given including the GED/Pre-GED preparation class which has 8 students. The library is partnering with the Nebraska Office of Health Disparities and Health Equity for an adult wellness series in April and May. Future sessions: "Freedom to Read" on March 22nd and "What & When to Plant" on April 5th.
- b. Employee updates were given. The library continues to host an undergraduate UNO student for 90 hours through April. An intern started at the library on February from Project Search. A grant was written in order to obtain funding for salary. That grant will be announced on March 17th.
- c. Library Meetings were reviewed including the Governor's Proclamation in Lincoln for the One Book, One Nebraska. NLA's Advocacy Day was February 5th in Lincoln.
- d. General Library Information included the Director's guest speaking for an undergraduate class from UNO at the library on March 1st concerning Collection Development practices. The electronic magazines called Zinio have been renewed for another year.

Agenda Item #6: Circulation Report

Library Director Barcal distributed the circulation reports for January and February. The report was discussed and accepted.

Agenda Item #7: Old Business

- a. Current and future grants were reviewed.
 - i) Youth Grant for Excellence 2013 awarded for a 3D printer. This includes teens holding instructional classes for adults and children. Items have been purchased and received.

- ii) Created Equal: America's Civil Rights Struggle from Gilder Lehrman Institute of American History. This grant was submitted to provide informational programming concerning Civil Rights. This grant was awarded with the display in October 2015.
 - iii) Civil War 150: There will be a 3 week exhibit at the Library beginning October 13th through November 3rd in 2014. An open house will be held. The grant included \$1,000 for programming. The committee continues to meet monthly and develop programming.
 - iv) La Vista Community Foundation: Enhancing Technology and Programming at the La Vista Public Library. Technology items have been purchased for storytime including a television and a tablet to use with story time participants.
 - v) La Vista Community Foundation: Civil War 150 Exhibition Event. This grant will support Civil War programming leading up and during the 3 week exhibit from the Lehrman Institute.
 - vi) Eastern Library System: 2013 Children's Service Grant: Parachute Playtime. A storytime session was held and 36 participants enjoyed this new activity at the library.
 - vii) American Library Association: Loleta D. Fyan Grant: GED Class Preparation. Monday the library was notified that it was not award the grant.
- b. Boards and Commissions Manual. City Administration and staff are reviewing and finalizing the manual.
 - c. State Aid Report. This report has been completed and submitted to the state. A final report is being constructed and will be distributed at the May meeting.

Agenda Item #8: New Business

- a. Policy Discussion: Noise Level at the library. A citizen expressed concern pertaining to the noise level in the library and inquired about a noise policy. The library does not have a policy addressing noise. A discussion was held. A behavioral policy is being drafted and presented at the May Board Meeting.
- b. Policy Review: Unattended Children Policy. A discussion was held concerning the current Unattended Children Policy. Omaha Public Library and Sump Memorial Library in Papillion have similar policies with the same age restrictions. Staff had a grammatical correction only. There were no additional edits. The policy will be updated.
- c. Policy Review: Confidentiality Policy. A discussion was held concerning the current Confidentiality Policy. Staff and the Library Board had no corrections or edits.
- d. Performance Measures. This statistical report has been completed and submitted.
- e. Public Library Data Services 2014 Survey. This statistical report has been completed. A new feature to this survey was a section on Performance Measures including Inputs, Program Activities and Outcomes.

Agenda Item #9: Comments from the Floor

Barcal mentioned the continuing education opportunity at the end of April. Please submit registrations by the end of March.

Agenda Item #10: Comments from the Board

There were no comments from the Board.

There was a motion by Westlund and second by Schmit-Pokorny to adjourn the meeting at 6:29 p.m.

The next meeting is scheduled for May 8, 2014 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.