

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

**MINUTES OF MEETING  
September 8, 2016**

Members Present:      Rose Barcal                      Jill Frederick                      Valerie Russell  
                                 Carol Westlund

Members Absent:      Huyen-Yen Hoang              Kim Schmit-Pokorny

Agenda Item #1: Call to Order

The meeting was called to order at 5:35 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 May 12, 2016 Meeting

It was moved by Westlund and seconded by Frederick that the May 12, 2016 minutes be accepted as presented. Board members voting aye: Frederick, Russell, and Westlund. Nays: none. Abstain: none. Absent: Hoang and Schmit-Pokorny. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: an overview of programs was given. Under the direction of city administration, the library will now have a division for youth programming to include birth through teen.
- b. A new part-time person will be hired to replace the majority of hours for another part-time employee.
- c. Library Meetings were reviewed including the dissolution of the partnership with the Midlands Literacy Center. The General Education Development program at the library will continue.
- d. General Library Information included receiving the news of the library's adjustment of public library accreditation expiration date. The library's date moved from 2018 to 2019 in the Library Commission's effort to balance the number of libraries accredited in their three-year rotation. A board member was asked to have the continuing education requirements for the board sent to the members. A question was asked concerning the board's accreditation expiration date. Will it be the same as the library or remain 2018? Barcal will clarify with the Nebraska Library Commission.

Agenda Item #6: Circulation Report

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

Agenda Item #7: Old Business

- a. Current and future grants were reviewed:
  - i. Tween and Teen BUILD Collective through the Loleta D. Fyan Grant from the America Library Association. Programming and planning continue.

- b. City Comprehensive Plan Update. The Second Annual Taste of La Vista was held with over 700 participants. The mural of the “High Five Your Future” has been hung in the community center.

Agenda Item #8: New Business

- a. Amnesty Week. Amnesty Week was held in August. 19 food items were donated to the Tri-City Food Pantry on behalf of the La Vista community. School supplies were also accepted.
- b. Summer Reading:
  - i. Children: 68 sessions with 3,762 attendees. The top session was Wildlife Encounters with 215 in attendance and then the Dinosaur Egg Hunt with 200 attendees.
  - ii. Teens: 52 sessions with 1,828 attendees. The top session was the Teen/Tween Water Fight Finale with 78 attendees and then the Teen Carnival with 47 attendees.
  - iii. Tweens: 20 sessions with 668 attendees. The top session was the Teen/Tween Water Fight Finale with 78 attendees and then the No Sew Emoji Pillows with 79 attendees.
- c. Library Budget requests for FY17
  - i. Full-time staff member was denied.
  - ii. Part-time staff member was approved.
  - iii. Additional funding for tween programming was approved.
  - iv. The database, Learn-A-Test, was not renewed due to lack of use.
  - v. One time requests for a part-time staff member to attend the Nebraska State Reading Conference in Kearney and for a full-time staff member to attend the Computers in Libraries Conference were both approved.
  - vi. Additional funding for a part-time staff member to attend the Association for Library Services to Children Conference was approved.
  - vii. The Master Fee Schedule was adjusted for fines. Overdue videos are now ten cents per day.
- d. End of Year FY2016. All purchase orders were closed out and paperwork submitted to the finance department.
- e. Grant: A new grant for \$1,800 and an exhibit was submitted for the World War I and America through the Gilder Lehrman Institute of American History by Jan Bolte. The Institute requested she resubmit her application in January of 2017.
- f. Policy Review: Volunteers in the Library. A new city requirement is for all volunteers nineteen years and older to have a background check for the safety and security of the staff and patrons. The verbiage “...and are subject to a background check.” was added to the final sentence of the policy. It was moved by Frederick and seconded by Russell that the policy be accepted with amendment. Board members voting aye: Frederick, Russell, and Westlund. Nays: none. Abstain: none. Absent: Hoang and Schmit-Pokorny. Motion carried.

Agenda Item #9: Comments from the Floor

There were no comments from the floor.

Agenda Item #10: Comments from the Board

There were no comments from the Board.

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

The next meeting is scheduled for November 10th, 2016 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.