

LINCOLN LIBRARY BOARD OF TRUSTEES MEETING
JULY 25, 2016
LINCOLN LIBRARY BICENTENNIAL ROOM

Board Present: Helen Cox; Cristina Cray; Davida Fanniel; Larry Harvell; Arden Lang, Vice President; Dr. Donald Ross; Marty Ryan, Secretary.

Board Absent: Katherine Starks Lawrence, President; Stuart Shiffman.

Staff Present: Jeff Blazis, Fiscal Officer; Nancy Huntley, Director.

Public Present: None.

Vice President Lang called the meeting to order at 4:56 p.m.

MINUTES: The minutes from the June 2016 meeting of the Board were approved following a motion by Ms. Cox and a second by Ms. Cray. The motion carried.

FINANCIAL REPORT & BILL LIST: The May and April bill lists and financial reports were reviewed. The Board members had no questions.

PRESIDENT'S REPORT: None.

DIRECTOR'S REPORT:

Vacancies – Following a resignation, retirement, and promotion, the Reference Department is down three librarians. In August, a librarian from Youth Services will transfer to the Reference Department and interviews are currently being conducted for the remaining two positions. The city's Office of Human Resources will begin accepting applications for the Youth Services' vacancy and the new Marketing Manager position in a few days. A Master of Library Science (MLS) degree is required for the librarian positions. The Technical Services Manager has announced his intent to resign in August and two additional staff retirements are anticipated this fall.

Renovation – A bid by Cloyd Builders to renovate the third floor and portions of the first and second floor has been accepted by City Council. Cloyd is familiar with the library, as they renovated the second floor in 2013. The renovation will be carpet-driven, but Cloyd has provided a rough start date of September 12, 2016, and a completion date of November 30, 2016.

LINCOLN LIBRARY FOUNDATION: Ms. Cox reported that the Foundation Board had just met prior to the Library Board and has approved the expenditure of approximately \$626,500.00 of DeFrates Funds to Cloyd Builders for the renovation project. Remaining DeFrates funds will be used to purchase signs, additional security cameras and other items related to the renovations.

STRATEGIC PLANNING COMMITTEE: Library staff is working on a draft of the Strategic Plan value statements. A draft of the statements will be brought to the Library Board for review in October 2016. The Office of the Mayor will also be reviewing the plan and statements.

FRIENDS OF LINCOLN LIBRARY: More than \$15,000 was raised at the summer book sale. Due to a lack of storage space during the renovation, book sale donations are currently not being accepted. The Friends' Board will be meeting in early August to discuss plans for 2017 book sales.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

NOTES: At the request of the Library Board, staff will look into providing the Board packets via email or an online system.

PUBLIC FORUM: None.

ADJOURNMENT: The meeting adjourned at 5:22 p.m.

Submitted By Kim Hergett