

Library Board Meeting
May 14, 2018
Library Upstairs

1. Call to Order: The meeting was called to order at 5:30PM by President Linn Headlee.
 - a. Board members present: Dee Bebensee, Crystal Christensen, Gene Fischer, Linn Headlee (president), Janet Nielsen, James Northwick, Greg Williams
 - b. City Council Liaison Dana Halder
 - c. Library Director Michelle Andersen
 - d. Guest Vicki Brown
 - e. Board Members absent: Janice Dickerson (vice-president) and Donald McLean (secretary)
 - f. James Northwick was appointed acting secretary for the meeting.
2. Approval of Agenda-Dee Bebensee moved to approve and Crystal Christensen seconded; approved unanimously
3. Public Comment-Vicki Brown attended as she will soon be appointed to fill a board vacancy.
4. Approval of minutes from April 9, 2018-Janet Nielsen moved to approve, Gene Fischer seconded; carried unanimously.
5. Correspondence-Director Michelle Andersen shared a statement from the library's endowment fund held at Omaha Community Foundation. Balance on the account is \$157,521.63 with \$7,143 available to use. The board discussed the origin of this money.
6. Bills and Finances-
 - a. Camblin's bill was corrected from \$94.00 to \$94.90.
 - b. The Tech Soup bill was already purchased so the new servers could start to be set up. There will be a refund of about \$800 as the library was ineligible to purchase one set of licenses from TechSoup.
 - c. EBSCO bill is for Flipster for FY19.
 - d. The trust and agency expenses are for the summer reading program and to replace damaged circulation items.
 - e. Dee Bebensee moved all bills be paid, Crystal Christensen seconded; motion passed unanimously.
7. Unfinished Business
 - a. Gene Fischer asked for more information about the gutters. Squirrels like to make a mess with it and the wind has broken some downspouts. The McDermott roof maintenance had been cleaning it out when they were under contract. Brinks has been here and will give a quote and a plan for the work. Michelle will contact McDermott about a maintenance contract for cleaning the gutters.
8. New Business
 - a. Review of Strategic Plan 2017-2021: Michelle Andersen distributed a summary of the content areas and goals set in 2017 with goals with some progress in bold lettering. Board members agreed that it has been a year of transition and were happy with progress thus far. General consensus was not to alter the plan at this time but to concentrate efforts on Know Your Community and Make Career Choices.
9. President's Report-nothing to report
10. Director's Report
 - a. Michelle Andersen met with the new rep from Schindler Elevator. She suggested waiting another 5-10 years to update and modernize the elevator and quoted \$70,000 for the cost of the work. The elevator is working okay now. We will review the maintenance agreement before our contract expires in 2020.

- b. Clarks Classic Carpets can come in and clean the high traffic areas of the carpets for \$600 on May 19.
 - c. Brown electric can upgrade the ballasts for the upstairs stacks to LED. The cost would be \$2970 and would be eligible for \$282 rebate.
 - d. Summer Reading Program calendars were distributed. Julie will be at the one stop registration on Wednesday after school.
 - e. Please see the director's report for other updates.
11. Other Business
- a. Next Month: New Officers for FY19 and 6-month review of director. The board will utilize Survey Monkey to evaluate the director.
12. Adjournment-Dee Bebensee motioned to adjourn, Crystal Christensen seconded; motioned passed unanimously. Linn Headlee adjourned the meeting at 6:20 pm.