

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

**MINUTES OF MEETING  
May 8, 2014**

Members Present:      Rose Barcal                      Jill Frederick                      Huyen-Yen Hoang  
                                 Valerie Russell                      Carol Westlund

Members Absent:      Kim Schmit-Pokorny

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 March 6, 2014 Meeting

It was moved by Frederick and seconded by Hoang 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 13 students. The library is partnering with the Nebraska Office of Health Disparities and Health Equity for an adult wellness series that will continue into June.
- b. Employee updates were given. The undergraduate UNO intern has completed 90 hours. An evaluation including staff feedback was sent. The Project Search intern continues. The intern grant from the Nebraska Library Commission was awarded on March 19<sup>th</sup>.
- c. Library Meetings were reviewed including the special needs job fair hosted by Embassy Suites. The library online catalog, Apollo, will have a new interface in the near future.
- d. General Library Information included the Director attending the Public Library Association National Conference. Due to a contact, the library is switching from World Book online to Britannica. A new vendor for electronic magazines will be monitored.

Agenda Item #6: Circulation Report

- a. Library Director Barcal distributed the circulation reports for March and April. The report was discussed and accepted.
- b. New statistical format. A sample of a new report was distributed and discussed. The board decided to continue with the new format as it has more information and is compatible with the annual state report.

Agenda Item #7: Old Business

- a. Current and future grants were reviewed.
  - i) Youth Grant for Excellence 2013 awarded for a 3D printer. Information concerning the printer is being learned.

- ii) Created Equal: America's Civil Rights Struggle from Gilder Lehrman Institute of American History. The grant was awarded with a display in October 2015.
  - iii) Civil War 150: There will be a 3 week exhibit at the Library beginning October 13<sup>th</sup> through November 3<sup>rd</sup>. The grant included \$1,000 for programming. The committee continues to meet monthly. A schedule is being formalized.
  - iv) La Vista Community Foundation: Enhancing Technology and Programming at the La Vista Public Library. Technology items, a television & tablet, have been purchased.
  - v) La Vista Community Foundation: Civil War 150 Exhibition Event. This grant will support Civil War programming during the 3 week exhibit from the Lehrman Institute.
  - vi) Fire Fighters Association. Requested \$445 to support the summer reading program.
  - vii) Nebraska Library Commission's Internship Grant. The library received \$1,000 to support an intern during the summer months.
- b. Boards and Commissions Manual. This item was tabled.
  - c. State Aid Report. This item was tabled.

#### Agenda Item #8: New Business

- a. Policy Discussion: Behavioral Policy. Draft. Discussion was held. Two draft policies were reviewed for formatting and content. Feedback was received from library staff and the Library Board. Based on this, a draft will be brought back for the July meeting.
- b. Policy Review: Personnel Policy. A discussion was held concerning the current Personnel Policy. There were no edits.
- c. Policy Review: Interlibrary Loan. A discussion was held concerning the current policy for Interlibrary Loan. Based on the current language, a revised policy was drafted. The policy will be voted on during the July meeting.
- d. New Product: Freegal. Freegal is an electronic music product which allows library patrons to download three songs per week and stream three hours of music per day.
- e. Amnesty Days: April 2014. Amnesty days were held the same days as National Library Week, April 13<sup>th</sup> through 19<sup>th</sup>.
- f. Partnership with Papillion La Vista School Foundation. Again this year, the Papillion La Vista School Foundation in partnership with the library will distribute children's books during the La Vista Daze Parade. Due to the memorial honoring Karla J. Stowe, books for the littlest of children will be provided to support literacy in the community.
- g. Summer Programming.
  - i. Children. The children's Summer Reading Program calendars are available and were distributed to the library board.
  - ii. Teens. The teen's Summer Reading Program calendars are available and were distributed to the library board.

#### Agenda Item #9: Comments from the Floor

There were no comments from the floor.

#### Agenda Item #10: Comments from the Board

Frederick commented that she likes the camp idea during summer. Other parents have commented to her that they are excited about this programming.

There was a motion by Russell and second by Frederick to adjourn the meeting at 6:27 p.m.

The next meeting is scheduled for July 10, 2014 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.