

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

**MINUTES OF MEETING
January 12, 2023**

Members Present:	Rose Barcal	Cindi Hearn	Huyen-Yen Hoang
	Connie Novacek	Kim Schmit-Pokorny	Carol Westlund

Agenda Item #1: Call to Order

The meeting was called to order at 6:00 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.

Agenda Item #4: Approval of Minutes of November 10, 2022 Meeting

It was moved by Novacek and seconded by Hearn that the November 10, 2022 minutes be accepted as presented. Board members voting aye: Hearn, Hoang, Novacek, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: none. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: highlights of programming were given including the coat drive along with amnesty. Nine boxes of food were donated.
- b. Employee update: new employee Jennifer Trevarrow has joined the library team as evening and weekend Circulation Clerk I.
- c. Library Meetings were reviewed including the quarterly CONDO Board Meeting with Metropolitan Community College (MCC).
- d. General Library Information included three boxes of donated books went to the Sarpy County jail, the update of carpet and AV equipment in the conference rooms is still underway, HotSpots have been received. Staff is ready to make the units live and have available for programming. Permission for use of Room 145 has been obtained. City Public Works is to paint and carpet. Boy Scouts Troupe 231 used the library as a drop-off site for recycling Christmas and holiday lights. Private funding has been obtained to support two interns (one from UNO and one teen summer intern). A memorial honoring Shirley Greene is currently underway by the request of Michelle Oiness.

Agenda Item #6: Circulation Report

Barcal distributed monthly circulation reports.

Agenda Item #7: Old Business

- a. Department Plan Development Strategy. The library's plan has been updated with a timeline.
- b. Social Media in the Library Region. No update to report.
- c. FY23 Budget: Requests

- i. Full-time Administrative Assistant. The job description for the part-time position is on the City Council agenda on January 17, 2023.
- d. Library Security Cameras. No update to report.
- e. Grants:
 - i. La Vista Community Foundation
 - i. Board Games. This was not awarded.
 - ii. Heat Press/Mug Press. This request was funded. The heat press and mug press will be purchased.
- f. National Medal for Museums and Library Service Nomination. This will be announced in the spring of 2023.
- g. Fliers:
 - i. Partnership with the Nebraska Library Commission and Nebraska Commission for the Blind and Visually Impaired: highlighting the ONYX Deskset HD machine.
 - ii. Partnership with the Omaha Astronomical Society highlighting the library's telescope kit.
- h. State Report FY22. The data is being gathered from staff. The report is due mid-February.

Agenda Item #8: New Business

- a. President and Secretary Positions 2023. Sincere appreciation to 2022 President Novacek and 2022 Secretary Hearn. It was moved by Westlund and seconded by Novacek to close nominations and cast a unanimous ballot for Hearn as President and Hoang as Secretary for 2023. Board members voting aye: Hearn, Hoang, Novacek, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: none. Motion carried.
- b. Grants
 - i. Youth Grant 2023: Game On! Rachel Bachman, Children's Librarian, submitted a grant to repack the library's board game collection. The library was awarded \$550. The funding will provide plastic containers to house and organize the collection.
- c. New Policy: Telescope. The policy was distributed for board review.

Agenda Item #9: Comments from the Floor

There were no comments from the Floor.

Agenda Item #10: Comments from the Board

Hearn commented on goody bags and volunteers. She also requested costs for hot spots and the telescope kit as there may be interest to fund additional units.

Westlund commented on the upcoming Judy Blume movie "Are You There, God?".

Agenda Item #11: Adjournment

There was a motion by Westlund and second by Schmit-Pokorny to adjourn the meeting at 6:55 p.m.

The next meeting is scheduled for March 9th, 2023 at 6:00 p.m. at the La Vista Public Library.