

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

**MINUTES OF MEETING
November 2, 2017**

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

Member Absent: Valerie Russell

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 September 14, 2017 Meeting

It was moved by Novacek and seconded by Hoang that the September 14, 2017 minutes be accepted as presented. Board members voting aye: Hoang, Novacek, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: Russell. Motion carried.

Agenda Item #5: Library Director's Report

- a. Programs: an overview of adult, teen, tween, and children's programs was given.
- b. There were no employee updates given.
- c. Library Meetings were reviewed including discussion of the author event: Craig Johnson in August of 2018.
- d. General Library Information included the two Metropolitan Community College workstudy students.

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. The grant report was submitted and accepted. Barcal received an email the second half of the grant funds, \$2,500, will be released.
 - ii. Nebraska Library Commission: 2017 Internship. The internship is winding down. A survey by the intern and a final report will be submitted.
 - iii. La Vista Community Foundation: Science and Math. The La Vista Community Foundation's executive director submitted the library's request for \$7,505.03 to provide funding for additional science and math programming. The local foundation associated with the local KENO accepted the request.

- iv. Three Rivers Library System: NLA Conference Assistance. Staff member Jean Hurst submitted an application for \$370 for a continuing education scholarship to attend the annual Nebraska Library Association conference. This year the conference was held in Kearney. \$250 was awarded.
- b. City Comprehensive Plan. City staff are working on a draft of the plan.
- c. Continuing Education Activities:
 - i. Short Takes Video. There is a series of videos available through the American Library Association. The video "What it means to be a trustee" will be viewed after the meeting in the event people need to leave.
 - ii. Discussion (15 minutes). Discussion will be held after the viewing.

Agenda Item #8: New Business

- a. Policy Review: Finances. The policy was discussed. It was determined that there were no edits or changes to be made to the policy.
- b. Policy Review: Emergency and Safety Issues. After the discussion was held, it was determined to add a section on active shooter threats. Barcal will research and draft a proposal for this section. The draft will be brought back to the next meeting.
- c. Amnesty Week: October 29-November 4. Amnesty week is being held after a discussion with the local food pantry. This week was determined. Staff mentioned a possible "Read away your fines" program during the winter months.
- d. Meeting Dates 2018.
 - i. January 11
 - ii. March 8
 - iii. May 10
 - iv. July 12
 - v. September 13
 - vi. November 8

It was moved by Schmit-Pokorny and seconded by Hoang that the 2018 meeting dates be accepted as presented. Board members voting aye: Hoang, Novacek, Schmit-Pokorny, and Westlund. Nays: none. Abstain: none. Absent: Russell. Motion carried.

- e. New Grant:
 - i. Youth Grant for Excellence: 2017: Movers & Shakers. Staff member Jen Goss submitted a grant for \$995 for programming supplies including music CDs, DVDs, books for kits, storage bags, and musical instruments.

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 Schmit-Pokorny and second by Novacek to adjourn the meeting at 5:57 p.m.

The next meeting is scheduled for January 11th, 2018 at 5:30 p.m. at the La Vista Public Library, Conference Room #142.