

Minutes of the Board of Trustees of Omaha Public Library

Present: Carol Wang, President
Caitlin Davis, Secretary
Adrian Suarez-Delgado
Beverly Thompson
Jesse Sullivan
Ervin Portis

Absent: Lenora Isom, Vice President
Mike Kennedy
Kathleen McCallister

The meeting of the Board of Trustees of Omaha Public Library was held on Wednesday, November 16, 2016 at W. Dale Clark Library, 215 S. 15th St., Omaha, Nebraska. The Library certifies publication notice of the meeting in the Daily Record, the official newspaper of the City of Omaha, on November 9, 2016.

Wang called the meeting to order at 5:10 p.m. Roll was taken.

Consent Agenda

MOTION by Portis, seconded by Sullivan, to approve the item in the Consent Agenda. Yeas: Davis, Portis, Suarez-Delgado, Sullivan, Thompson, Wang. Nays: None Motion carried 6-0.

Board Development

Organizational Chart. Marlane reported that she has streamlined the organizational chart with input from the executive leadership team. The changes include removing the second assistant director position, and replacing it with two librarian II's. The librarian II's will focus on branch services and operations respectively. The Mayor and City Finance has already seen these changes; the changes are budget neutral. One librarian II will be added in the 2017 budget year, the other in 2018. Another change will be the library's facility manager position. The previous facilities manager was a librarian III, it will now be a library special projects manager. This allows the library to hire someone with more experience with contracts and negotiation, and will not require a masters in library science.

Marlane went on to explain that these changes don't affect the budget because the hiring process takes about six months, and a new hire starts at the "Step A" salary. So the library is saving money while the position is not filled, and not paying as much when the person starts. Portis asked if any staff work out-of-class when a position is vacant. Marlane stated that occasionally yes they do, Linda Miles is currently working double duty as statistics manager and facilities manager, so she is working out-of-class. However, a person needs to work out-of-class for a month to be paid at the higher level, so it doesn't happen very often.

Committees

Finance Committee. Suarez-Delgado reported the committee is planning to get together next month.

Facilities Committee. Wang had no report from Isom.

Community Engagement Committee. Wang reported that they have a meeting scheduled next week.

Reports

Friends of the Library. Hosier referred to her report. The Friends book sales have been doing very well, with an increase in internet sales, especially those going overseas. Thompson asked what types of books are being sold overseas, Hosier stated that they are mostly historical series books that include 10-12 volumes.

The Trustees received the Friends membership brochures. Starting in 2017, Friends members will receive a discount on their book purchases. She also reminded the Trustees that their annual meeting is January 14 at the Community Engagement Center at UNO.

Thompson asked if the Friends were seeing an increase in donations due to the current publicity surrounding Goodwill Industries. Karen stated that yes, they have seen an uptake in donations over the last month. She reminded the group that books can be donated at any Omaha Public Library location. Library staff will provide donors with a tax receipt for their donation. The only item they no longer accept are encyclopedias.

Hosier also stated that the Friends see many teachers purchasing books with their own money for their classrooms, they are considering having a special sale next summer just for teachers. The Friends also donate books to other area nonprofits that are in need of them, these are primarily children's books, but can do other books as well. Please direct anyone in need to Hosier and she can get the donation arranged.

Hosier went on to say that she worked the polling station at W. Clarke Swanson Branch this year and was very happy with how helpful Library staff were, not only to poll workers, bringing them snacks and allowing them to use the staff break room, but also to voters.

Omaha Public Library Foundation. Townley reported that they have met with Marlane and library department heads to discuss their project goals for 2017. The Foundation board will be finalizing their budget for next year soon. Yearend campaign letters went out this month, this year's campaign goal is \$150,000.

Library Director Report. Marlane reported that Sargent Wondra of OPD has been doing security walkthroughs at each branch. The branch managers have found this very helpful. It is a new way of looking at a space they see every day, and noticing security issues they hadn't noticed in the past. Some layout changes are being made based of these walkthroughs.

W. Clarke Swanson Branch celebrated its 50th anniversary on November 5. City Councilmember Thompson attended as did a representative of Leo A. Daly, who were the original architects for the building. The Culinary Conference was also on November 5, Marlane thanked many staff members who made this year's conference, Comfort Food, a success.

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Omaha Connects is moving forward, they are now getting into the nitty gritty details about how things will fit together. Wang asked if there was an MOU with the OPS, Marlane stated that the legal team is working on that.

Marlan is also in discussion with Council Buffs Public Library to reinstate the reciprocal borrowing agreement with OPL, similar to the one OPL has with Ralson and Lincoln. The previous agreement was cancelled several years ago because Iowa has a state wide library card system, this was putting a strain on OPL's digital collection. However, technology now exists that can limit this access.

Presidents Report. Wang is waiting to hear back from some grants to fund the facility master plan update. Proposals have been gathered and will be sent out, so once funds are secure, work can start.

Library Liaison Reports. Suarez-Delgado took his son to sing and dance story time at Bess Johnson Elkhorn Branch, they really enjoyed the program and hope to attend every month. Thompson toured Millard Branch with branch manager Lois Imig. Millard was very busy, as always, she really liked how their children area is arranged. Imig informed Thompson about branch needs, including five to ten more tablets for teens, Washington Branch had a similar request. They would also like to start a coding program, this would help them be competitive with DoSpace. Staff at Millard showed great customer service and Thompson hopes that is shown at all branches.

Public Input, Comments and Questions. None.

Thompson thanked the volunteers, staff and trustees for all their hard work over the past year. She stated that everyone is passionate for their libraries and it shows in their hard work, and reminded everyone not to take anyone for granted.

MOTION by Thompson, seconded by Sullivan, to adjourn the meeting of the Board of Trustees of Omaha Public Library at 5:44 p.m. Yeas: Davis, Portis, Suarez-Delgado, Sullivan, Thompson, Wang. Nays: None Motion carried 6-0.

Kyle Porter, Recording Secretary

Caitlin Davis, Secretary