

January 18, 2017

Minutes of the Board of Trustees of Omaha Public Library

Present: Carol Wang, President
Lenora Isom, Vice President
Caitlin Davis, Secretary
Kathleen McCallister
Ervin Portis
Jesse Sullivan
Beverly Thompson

Absent: Mike Kennedy
Adrian Suarez-Delgado

The meeting of the Board of Trustees of Omaha Public Library was held on Wednesday, January 18, 2017 at W. Clarke Swanson Branch Library, 9101 W. Dodge Rd. Omaha, Nebraska. The Library certifies publication notice of the meeting in the Daily Record, the official newspaper of the City of Omaha, on January 11, 2017.

Wang called the meeting to order at 5:00 p.m. Roll was taken.

Consent Agenda

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

Resolution

Facilities Master Plan Update. Wang stated that the Facilities Committee had reviewed all three proposals received for the Facilities Plan Update; the Committee recommends going with the proposal from Himmel & Wilson. Portis moved to approve the proposal from Himmel & Wilson and asked the City Attorney to prepare a contract based on this proposal. McCallister proposed an amendment to the resolution stating that the Library would pay for the proposal in two instalments, half up-front and half upon delivery.

MOTION by Portis, seconded by McCallister, to approve accepting Himmel & Wilson's proposal with the stated amendment. Yeas: Davis, Isom, McCallister, Portis, Sullivan, Wang. Nays: None. Motion carried 6-0.

Branch Manager Report.

W. Clarke Swanson Branch. Branch Manager Casey Kralik welcomed the Trustees to W. Clarke Swanson Branch. Swanson opened as Omaha's sixth public library in 1966. It was designed to serve the increasing population of, what was then, far west Omaha. It was named for civic and business leader W. Clarke Swanson who passed away in 1961, the Swanson family donated the land at 90th and Dodge for the library. This building was designed in the mid-century modern and brutalist styles. The building won many awards for its design. Many people know this library as the children's library, as it holds a collection of rare children's books. It also hosts the Friends of Omaha Public Library's book sale in the rooms that once belonged to collection processing.

McCallister stated that she was six years old when the building opened. Her father, who taught architecture, used this building and its style in his class; it was an icon of Omaha in its time.

Board Development

United for Libraries. The Trustees viewed a 10-minute video from United for Libraries titled, *Board Ethics*. Isom asked if there was a code of ethics the Trustees should sign. Peters stated that there is not because the Trustees do not directly handle City funds. Portis stated that, because the board rarely deals with contracts it shouldn't be an issue, however the Trustees can re-visit this issue at a later date if they feel the need.

Committees

Policy Committee. Portis reported that the committee has met to discuss the Video Security Camera Policy. They had a healthy discussion and have made some suggestions. They hope to have a final policy by the February meeting.

Finance Committee. No report. Thompson stated that some parents from Washington Branch feel about \$100 has been removed from their basketball budget; she informed the parents she would ask about it. Marlane stated she doesn't know about this, but will look into it.

Facilities Committee. Isom reported that that committee is discussing best practices for disseminating information from the facilities master plan update. They will work with the Mayor, City Council and stakeholder groups to fill information voids.

Community Engagement Committee. Wang reported that the committee is working on a similar project as the Facilities Committee. They are crafting what these stakeholder discussions will look like to help move the facilities master plan update forward.

Reports

Friends of the Library. Houser thanked Wang for attending the Friends Annual Meeting, along with over one-hundred guests. Guest speaker, Mike Kelly, discussed his new book, *Uniquely Omaha*. The crown would have let him speak for another hour if they could. KIOS was also in attendance and recorded Mike's talk. Houser also thanked Jody duRand and the Community Engagement Center at UNO for hosting them. At the meeting, the Friends also gave an award to Kay Bashus and Cathy Holman, two long time board members who are leaving the board, and inducted seven new board members.

Thompson stated she attended the book sale and received a tour. She was very pleased at how busy and how organized the Friends are. She has referred the Open Door Mission and Siena/Francis House to the Friends.

Omaha Public Library Foundation. Townley reported that she has met with library staff to discuss their 2017 needs, and that they have raised just over \$94,000 in their yearend campaign. Yearend donations are still being calculated.

Library Director Report. Marlane reported that Network Nebraska is still moving forward, the final price tag is taking longer than expected, but it should still be up and running by July. Jason is working with Bobby Wernli on an RFP for the RFID project, it

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is unknown how long this will take. The Mayor is very interested in getting this project off the ground.

The Web Development team has done an amazing job on the new website. The site has been launched to staff to get their feedback. However, the current site is being hacked daily, and is becoming time consuming for staff to keep running. The new site may need to go public sooner than anticipated. The new website was going to be a long process no matter what vendor the library used, Marlane feels that BiblioCommons was the best solution, they have been very responsive to the library's needs.

Marlane also stated that library IT staff are beginning an inventory of all library technology. McCallister asked why Dot.comm isn't doing the inventory. Marlane stated she feels more comfortable having it done in house. This way she can make sure the library isn't being charged for things it does not have. McCallister asked who was ultimately responsible for technology, Marlane responded it was a patchwork of library and Dot.comm. Dot.comm has stated that the library is not a priority for them and will not receive 24/7 service. McCallister stated that Dot.comm gets paid a lot to manage City IT, Marlane agreed, but added that, because they don't go out to bid for their services, they have no reason to provide excellent service, Marlane has spoken with other City departments who all seem to feel the same way.

Thompson initiated a discussion on time off policy for employees. There was clarification requested about what personnel matters need to be discussed in executive session versus in an open meeting. Peters stated that library staff are city employees and are subject to the labor agreements negotiated by the city. Steiner added that branch managers are responsible to ensure that branches are adequately staffed when vacations are scheduled.

Presidents Report. Wang had no report.

Library Liaison Reports. None.

Public Input, Comments and Questions. None.

MOTION by Isom, seconded by Thompson, to adjourn the meeting of the Board of Trustees of Omaha Public Library at 5:54 p.m. Yeas: Davis, Isom, McCallister, Portis, Sullivan, Thompson, Wang. Nays: None. Motion carried 7-0.

Kyle Porter, Recording Secretary

Caitlin Davis, Secretary