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**OMAHA PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES**

Wednesday, July 18, 2018 @ 5:00 P.M.  
Willa Cather Branch Library – 1905 South 44th Street



**CALL TO ORDER**

The Omaha Public Library Board of Trustees met on Wednesday, July 18, 2018 at the Willa Cather Branch Library, 1905 South 44th Street (Omaha). President Wang called the meeting to order at 5:00 P.M.

Jenna L. Garcia, Recording Secretary, took the Roll Call:

**PRESENT:** Jesse Sullivan, Vice-President  
Caitlin Davis  
Michele Frost  
Mike Kennedy  
Keegan Korf  
Keith Lutz  
Adrian Suarez-Delgado, Secretary-Treasurer  
Carol Wang, President  
Laura Marlane, Executive Director, Omaha Public Library (Non-voting)

**ABSENT:** Cecelia Creighton

**CERTIFICATION OF PUBLICATION – NOTIFICATION OF OPEN MEETING ACT**

President Wang stated that the meeting is held in accordance with the [Nebraska Open Meetings Act](#), a copy of which is available on the table. The Library certified [publication](#) of the meeting in the Daily Record, the Official Newspaper of the City of Omaha, on July 11, 2018.

**BRANCH REPORT**

3. [Willa Cather Branch Library](#) – Evonne Edgington (Branch Manager)

Evonne Edgington, Branch Manager of the Willa Cather Branch Library, appeared and spoke. She welcomed everyone to the Library.

**ACTION ITEMS**

President Wang stated that any person who has been invited to speak or has requested to speak before the Trustees is requested to be brief and to limit his or her comments to five minutes or less, after identifying themselves by name and address for public record. When more than one person wishes to address the Trustees on a Consent Agenda item or Resolution, the proponents will be invited to speak first, followed by the opponents. The proponents will be given a brief period for rebuttal of any new information presented during the opponent's presentation, after which public comments will be concluded. Trustees will ask any questions at the conclusion of any public comments, prior to voting. The President, or presiding officer, may use reasonable discretion to limit or extend a speaker's time to avoid redundancy, to assure a thorough public discussion on matters before the Board, and to end discussion.

## **CONSENT AGENDA**

President Wang stated that any Trustee may remove any item from the Consent Agenda to be addressed by the Board immediately following. Unless there is an exception, these items will be approved as one with a single vote of the Board. Public comment and Board approval is today.

### 4. **Approval of minutes – June 20, 2018**

President Wang opened the public comment period on Agenda Item 4.

No one spoke, and the public comment period was closed.

**MOTION by Kennedy, SECOND by Davis, that Agenda Item 4 (Approval of minutes – June 20, 2018) be approved.**

ROLL CALL:

Yeas: Sullivan, Davis, Frost, Kennedy, Korf, Lutz, Suarez-Delgado, Wang

Nays: None

**MOTION APPROVED 8-0**

## **RESOLUTION**

Public comment and Board approval is today.

### 5. **Approval of Online Privacy Policy**

Ms. Marlane appeared and spoke. She stated that this new Online Privacy Policy is needed as Omaha Public Library (OPL) will soon begin issuing online electronic Library cards (e-cards) through a company called Quipu. A new patron will sign-up for an e-card through OPL's website, and when that information is submitted, Quipu will be able to immediately verify that the patron's address is within Douglas County. The patrons will have immediate access to all of OPL's online materials. This new e-card will make it easier for potential patrons to access materials.

President Wang opened the public comment period on Agenda Item 5.

No one spoke, and the public comment period was closed.

**MOTION by Kennedy, SECOND by Suarez-Delgado, that Agenda Item 5 (Approval of Online Privacy Policy) be approved.**

ROLL CALL:

Yeas: Sullivan, Davis, Frost, Kennedy, Korf, Lutz, Suarez-Delgado, Wang

Nays: None

**MOTION APPROVED 8-0**

## **STANDING COMMITTEE REPORTS**

### 6. **Finance Committee** (Suarez-Delgado [Chair], Sullivan, Korf)

Suarez-Delgado stated that the 2019 recommended budget was presented to the City Council by the Mayor, and is now set for the public hearing before the City Council on July 31. Ms. Marlane stated that the Library did not receive any additional money as was asked for. Because of this, money was reallocated to allow for an additional security guard to be placed at the Millard Branch and to allow for a larger materials budget.

7. **Facilities Committee** (Kennedy [Chair], Davis, Lutz)

Kennedy stated that Omaha Public Library and Millard Public Schools signed a Memorandum of Understanding regarding the proposed partnership with the new Southwest Branch.

8. **Community Engagement Committee** (Wang [Chair], Creighton, Frost)

Wang stated that the Executive Director's evaluation is near completion. The Board is just waiting for some final input. Wang will present the results at a future meeting.

**REPORTS**

9. **Friends of Omaha Public Library** – Jeanne Spence (President)

Jeanne Spence, President of the Friends of Omaha Public Library (FOPL), was unable to attend the meeting. Wang gave the update for the FOPL on behalf of Ms. Spence. Wang stated that the FOPL does not meet over the summer. Their next meeting is scheduled for September. Book sales both online and in person are going well. August is expected to be a good month for sales. Memberships to FOPL are steady but more members would be great. The FOPL is still looking for Board members.

10. **Omaha Public Library Foundation** – Wendy Townley (Executive Director)

Wendy Townley, Executive Director of the Omaha Public Library Foundation (Foundation), appeared and spoke. She stated that the Foundation's Annual Fundraiser is coming up in a couple of months.

Ms. Townley stated that she is receiving a lot of inquiries regarding the new Library Branches, such as donation requirements related to naming rights. Michelle Peters, Deputy City Attorney, appeared and spoke, stating that she would forward on the requirements per the Omaha Municipal Code to Ms. Townley, Ms. Marlane, and Wang. Ms. Townley asked Suarez-Delgado to put together a rough estimate of the cost to fill the new Southwest Branch with materials on opening day and send that to her. This estimate would help the Foundation raise money specifically for the Branch collection.

11. **Director's Report** – Laura Marlane (Executive Director)

Ms. Marlane stated that the 2019 recommended budget was presented by the Mayor to the City Council. The public hearing before the City Council will occur on July 31.

The Summer Reading Program is going great. As of week 6 of the program, 30,509 people were signed up, almost surpassing the 2017 total participants, and there are still almost three weeks left of the program. The programs occurring at the Branches have been wonderful and well attended.

New and additional wi-fi access points will be installed by the end of October. OPL will be connected to Network Nebraska by the end of August.

Ms. Marlane stated that OPL had to roll back the auto renewal feature in the circulation system. The system worked well during onsite testing, but once it was launched, employees were finding that the system was renewing books that had holds on them more than half of the time. The feature has been turned off for now, but will be turned back on once the company fixes the issues.

Ms. Marlane added that she will be meeting with Dr. Cheryl Logan, Superintendent of Omaha Public Schools, later this month to welcome her to Omaha as well as discuss Omaha Connects. She had met with the Mayor last month and she had expressed her support of the interlocal agreement between the two organizations.

12. **Board President's Report** – Carol Wang (President)

None.

13. **Library Liaison Reports** – Library Trustees

None.

**PUBLIC INPUT, COMMENTS, AND QUESTIONS**

President Wang stated that any member of the public may address the Board on a topic of relevance to the Omaha Public Library, after identifying themselves by name and address for public record. Trustees may engage in questions and discussion of any topic presented, but any desired action will be placed on a future agenda.

14. **Input, Comments, and Questions**

President Wang opened the public comment period on Agenda Item 14.

No one spoke, and the public comment period was closed.

**EXECUTIVE SESSION**

15. The Board may recess and go into Executive Session for the purpose of discussing litigation, personnel issues, and/or any other matter allowed by law.

**ADJOURNMENT**

**MOTION by Frost, SECOND by Davis, that the meeting of the Omaha Public Library Board of Trustees be adjourned.**

Yeas: Sullivan, Davis, Frost, Kennedy, Korf, Lutz, Suarez-Delgado, Wang

Nays: None

**MOTION APPROVED 8-0**

**MEETING ADJOURNED AT 5:44 P.M.**

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Jenna L. Garcia, Recording Secretary

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Adrian Suarez-Delgado, Secretary