
Library Board

Monday, July 23, 2018

Regular Meeting

Item D1

Board Communications and Committee Reports

This item allows for the introduction and discussion of board communications and committee reports. Included in this item are items of discussion and communication with the City Council liaison to the Library Board. Items requiring approval must also be indicated in Consideration of Unfinished Business or Consideration of New Business.

Items of note for July 2018 meeting:

- 1) Welcome to our new members Maria Lopez and Ben Boeslager. The current board list is attached. The July meeting will serve to orient our new members and as a refresher for current members.*
- 2) We would like to acknowledge the resignation of Rob Czaplewski from the Library Board (attached) and thank him for ten years of exemplary service! We will follow City of Grand Island protocol in replacing him.*
- 3) We have two openings on the Library Board Building Committee that will be filled in accordance with our bylaws (attached). This committee is very active this year due to the renovation project.*
- 4) The Library Board President will also be appointing members to an ad-hoc Interlocal Agreement Committee that needs to meet with Hall County to negotiate a new contract for library services to county residents. The current agreement (attached) expires at the end of September 2018. The latest quarterly report to Hall County is also attached.*

Staff Contact: Ed Meedel

GRAND ISLAND PUBLIC LIBRARY BOARD OF TRUSTEES

July 1, 2018

Edward Meedel, President
4258 Augusta Parkway
Grand Island, NE 68803
382-2730(h) 382-6212(w) 380-0806(c)
ed.meedel@charter.net

1st Term: 2014-2018
2nd Term: 2018-2022

Vacant, Vice President

Tanya Hansen, Secretary
1723 West 1st Street
Grand Island, NE 68803
308-390-2009 (h) 308-382-1930 (w)
thansen@gilawfirm.com

1st Term: 2016-2020

Kelli Arens
4176 New Mexico Avenue
Grand Island, NE 68803
390-9660 (c) 385-5990(w)
kelli_bartels@yahoo.com

1st Term: 2014-2018
2nd Term: 2018-2022

Sapna Purawat
1536 Warbler Circle
Grand Island, NE 68803
308-380-5503 (h)
purawat@gmail.com

1st Term: 2016-2020

Maria Lopez
2005 W. 3rd Street
Grand Island, NE 68803
308-398-7427
mlopez@cccneb.edu

1st Term: 2018-2022

Benjamin Boeslager
210 Switchgrass Street
Grand Island, NE 68803
402-429-5910
beboeslager@gmail.com

1st Term: 2018-2022

As per Library Board Bylaws: Board Members are eligible to serve two consecutive full four-year terms (serving as a replacement for an unexpired term of a resigning board member does not constitute a full term).

Julie Hehnke, City Council Liaison (non-voting)
CouncilHehnke@grand-island.com

July 1, 2018

To: Grand Island Public Library and the Grand Island Public Library Foundation

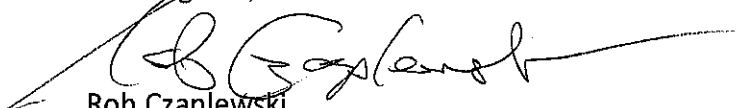
It is with regret that I am writing to inform you of my decision to resign my position on the City Library Board, and my assigned position on the Library Foundation, effective immediately.

Other commitments, both professionally and personally, have increased and I feel it is best for me to make room for someone with more time to devote to the Board and Foundation.

It has been an extreme pleasure to serve the City Library Board for ten years and the Foundation for over four years. I am proud of what has been accomplished, and I have no doubt more successes will occur routinely in the future.

If you have any questions, please contact me.

Best regards,

A handwritten signature in black ink, appearing to read 'Rob Czaplewski', with a long horizontal flourish extending to the right.

Rob Czaplewski
3004 West 10th Street
Grand Island, NE 68803
308-370-1372
robamy@charter.net

BY-LAWS

GRAND ISLAND PUBLIC LIBRARY BOARD

ARTICLE I – Name

This organization shall be called “The Board of Trustees of the Grand Island Public Library” existing by virtue of the provisions of Sections 17-3 and 17-4 of the Grand Island City Code as provided by Chapter 51 of the Revised Statutes of Nebraska and exercising the powers and authority, and assuming the responsibilities delegated to it under the said statutes.

ARTICLE II – Membership

- Section 1 The Board shall consist of seven (7) members to be elected by the City Council and to be chosen from the citizens at large, of which Board neither the Mayor nor any member of the City Council shall be a member.¹
- Section 2 The directors first elected shall hold their office for a term of four (4) years from the first date of July, and directors shall be chosen thereafter as terms expire. No director shall be elected for more than two successive terms.² If a person is appointed to fill out the remainder of another person’s term, and there remains three or more years of that term, this is then to be considered a regular term.
- Section 3 In cases of vacancies by resignation, removal, or otherwise, the City Council shall fill such vacancy for the unexpired term.³
- Section 4 No director shall receive any pay or compensation for any services rendered as a member of the board.⁴
- Section 5 A trustee who is absent from three (3) consecutive regular meetings or who has not attended at least seven (7) regular meetings in a twelve (12) month period shall be requested by the president to state in writing his intention to continue serving on the Board.

¹ Grand Island City Code, Section 19-3, as amended by Ordinance 8753

² Grand Island City Code, Section 19-3, as amended by Ordinance 4391

³ Grand Island City Code, Section 19-3

⁴ Ibid.

Revised August 12, 2002

ARTICLE III – Officers

- Section 1 The officers shall be a president, a vice-president and a secretary.¹ Election of officers shall take place at the annual meeting.
- Section 2 Officers shall serve a term of one year from the annual meeting at which they are elected and until their successors are duly elected. An individual shall not serve more than two consecutive years in the same office.
- Section 3 The president shall preside at all meetings of the board, authorize calls for any special meetings, appoint all committees, execute all documents authorized by the board, co-sign all claims approved by the board, serve as an ex-officio voting member of all committees, and generally perform all duties associated with that office.
- Section 4 The vice-president, in the event of the absence or disability of the president, or a vacancy in that office, shall assume and perform the duties and functions of the president.
- Section 5 The secretary shall keep a true and accurate record of all meetings of the board, and shall issue notice of all regular meetings one week in advance.

ARTICLE IV – Meetings

- Section 1 The regular meetings shall be held each month, the date and hour to be set by the board at its annual meeting.
- Section 2 Special meetings may be held any time at the call of the president or at the call of any three (3) members of the board, provided that notice thereof be given to all board members at least 24 hours in advance of the special meeting.
- Section 3 Notice of regular meetings, specifying time and place shall be published, as provided by law, so that citizens can exercise their democratic privilege of appearing at public sessions of governmental bodies. All such public meetings shall be held in the public building in which the governmental body conducting the meeting operates or is headquartered unless the publicized notice shall designate another public building or other place. The minutes of the governmental body, shall record the manner by which such publicized notice was given.²
- Section 4 The annual meeting, which shall be for the purpose of the election of officers and the adoption of an annual report, shall be held at the time of the regular meeting in the month of June each year.

¹ Grand Island City Code, Section 19-4

² Nebraska Statutes, 84-1402

Revised August 12, 2002

- Section 5 The order of business for regular meetings shall include, but not be limited to, the following items which shall be covered in the sequence shown so far as circumstances will permit:
- (a) Call to order
 - (b) Disposition of minutes of previous meeting and any intervening special meetings
 - (c) Librarian's financial report and allowance of bills
 - (d) Librarian's circulation report
 - (e) Committee reports
 - (f) Communications
 - (g) Unfinished business
 - (h) New business
 - (i) Public presentation to, or discussion with, the board
 - (j) Adjournment
- Section 6 Four (4) members of the library board shall constitute a quorum, but a majority vote of all the members of the library board shall be required to transact any business. Any formal official action on any question or motion duly moved and seconded shall be taken only by roll call vote of the governing body in open session convened and the record shall show how each member voted.¹
- Section 7 Proceedings of all meetings shall be governed by Robert's Rules of Order, except as herein provided.

ARTICLE V – Committees

- Section 1 The president shall appoint committees of one or more members each for such specific purposes as the business of the board may require from time to time. The committee shall be considered to be discharged upon the completion of the purpose for which it was appointed and after the final report is made to the board.
- Section 2 The following standing committees shall be appointed by the president at the first regular meeting after the annual meeting, to serve for one year.
- (a) Building and property
 - (b) Special activities and public relations
 - (c) Personnel
 - (d) Policy and by-laws
 - (e) Budget and finance

The librarian and president shall be ex-officio members of each committee, with the president a voting member thereof.

¹ Nebraska Statutes, 84-1405

Library Board By-Laws, Grand Island, Nebraska

Section 3 All committees shall make a progress report to the library board at each of its meetings.

Section 4 No committee will have other than advisory powers unless by suitable action of the board, it is granted specific power to act.

ARTICLE VI – General

Section 1 The by-laws may be amended by the majority vote of all members of the board provided written notice of the proposed amendment shall have been mailed to all members at least ten (10) days prior to the meeting at which such action is proposed to be taken.

Section 2 The by-laws shall be reviewed annually at the July meeting.

ARTICLE VII – Library Director

The librarian shall have sole charge of the administration of the library under the direction and review of the board. The librarian shall be held responsible for the care of the building and equipment, for the employment and direction of the staff, for the efficiency of the library's services to the public, and for the operation of the library under financial conditions set forth in the annual budget. The librarian shall, on orders from the board submit claims on the Library Fund to be paid out by the City Treasurer, shall keep an accurate record of all moneys received and disbursed by him and make a report thereof to the library board monthly or as often as the board shall require. The librarian shall attend all board meetings except those at which his appointment or salary is to be discussed.

ARTICLE VII – State and National Affiliations

Section 1 All members of the board shall be members of the Trustees Section of the Nebraska Library Association.

Section 2 The president of the board shall be a member of the Trustees Section of the American Library Association. Any material received from this source shall be made available to all board members.

Revised August 12, 2002

INTERLOCAL COOPERATIVE AGREEMENT
FOR THE GRANTING OF GRAND ISLAND PUBLIC LIBRARY USE AND
PRIVILEGES TO HALL COUNTY RESIDENTS LIVING OUTSIDE OF
THE CITY LIMITS OF GRAND ISLAND

BY AND AMONG
THE COUNTY OF HALL, NEBRASKA,
THE CITY OF GRAND ISLAND, NEBRASKA,
AND
THE GRAND ISLAND PUBLIC LIBRARY BOARD

THIS AGREEMENT is made and entered into by and among the County of Hall, Nebraska, a body politic and corporate and a political subdivision of the State of Nebraska, hereinafter referred to as the “County,” the City of Grand Island, Nebraska, a body politic and corporate and a political subdivision of the State of Nebraska, hereinafter referred to as the “City,” and the Grand Island Public Library Board, hereinafter referred to as “Library”,
WITNESSETH:

WHEREAS, the Interlocal Cooperation Act, NEB.REV.STAT. §13-801 *et seq.*, provides that units of local government of the State of Nebraska and Nebraska state agencies may enter into agreement for the joint and cooperative exercise of powers, privileges or authority capable of being exercised by either agency; and

WHEREAS, the Interlocal Cooperation Act further provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or other undertaking which each public agency entering into the contract is authorized by law to perform; and

WHEREAS, County and Library wish to enter into this interlocal agreement for the purpose of granting library use and privileges and for providing library cards to Hall County residents living outside the city limits of Grand Island, and

WHEREAS, Nebraska Revised Statute Sec. 51-208 authorizes the library board of any public city library to contract with the county board in which the library is located to furnish the use and privileges of its library to the inhabitants of such county to the extent and upon such terms as may be agreed upon.

NOW THEREFORE, in consideration of these facts, the parties hereto mutually covenant and agree as follows:

1. **Scope of the Agreement:** This agreement is for the provision of the use and privileges Grand Island Public Library to Hall County residents living outside the city limits of Grand Island.

2. This Agreement's cost to County will be:

From October 1, 2016 through September 30, 2017, \$15,000.00, payable in quarterly payments to Library.

From October 1, 2017 through September 30, 2018, \$20,000.00, payable in quarterly payments to Library.

Quarterly payments due from County on January 1, 2017, April 1, 2017, July 1, 2017, October 1, 2017, January 1, 2018, April 1, 2018, July 1, 2018 and October 1, 2018.

Payments shall be made to the City of Grand Island, Attn: City Finance Director, P.O. Box 1968, Grand Island, NE 68802.

3. **County's Obligations:** County shall be responsible for making payments as set forth in paragraph 2. above, which payments are to cover all expenses related to issuing the non-resident library cards.
4. **City's Obligation:** Payments received from County pursuant to this agreement shall be credited by City to City's general fund.
5. **Library's Obligations:** Commencing October 1, 2016 through September 30, 2018, Library shall provide the cards to be issued pursuant to this agreement. The cards provided pursuant to this agreement shall be issued to Hall County residents living outside the city limits of Grand Island (non-resident cards). These non-resident cards shall be issued at no cost to the cardholders. Except as provided in this Section 5, non-resident cards shall be issued for one full year, and with no common expiration date. There shall be no limit on the number of household cards issued or renewed during the term of this agreement. For purposes of this agreement, one household card shall represent all cards applied for and distributed to the head of a household and other members of that one household. Library will actively market information concerning the availability of non-resident cards to Hall County residents living outside the Grand Island city limits. Non-resident cards issued by Library pursuant to this agreement shall permit the holders of such cards the use and privileges of Library's library services upon such terms and conditions as those applicable to residents of the City of Grand Island.

Notwithstanding anything in this Agreement to the contrary, all non-resident library cards and the library use and privileges granted hereby shall terminate on September 30, 2018 unless this agreement is extended, renewed or replaced by a new agreement providing for extension of such library use and privileges to Hall County residents living outside the city limits of Grand Island.

There shall be no charge to County for cards issued by Library to cardholders under the Wood River Rural Schools 21st Century Community Learning Center Grant until such time as that program has ended.

Library shall report to County, on a quarterly basis, a count of all household cards issued during the preceding quarter to Hall County residents living outside the Grand Island city

limits. The first quarterly report shall be due January 1, 2017, and thereafter on April 1, 2017, July 1, 2017, October 1, 2017, January 1, 2018, April 1, 2018, July 1, 2018 and October 1, 2018.

6. **Governance.** This agreement shall be co-governed by the Hall County Board of Supervisors, the Grand Island City Council, and the Library Board of the Grand Island Public Library.
7. **Indemnification.** The Parties hereto agree to indemnify and hold harmless each other from and against all losses, liability, expenses, damages and claims, including attorney's fees, arising out of or resulting from the indemnifying party's acts or omissions in performing under this agreement, except to the extent caused by negligent or willful act or omission of such other party. The Parties agrees to provide liability insurance to indemnify itself in the event that it becomes liable for the payment of a judgment based upon its acts or omissions, or the acts or omissions of its agents or employees in performing this agreement.
8. **Modification.** This agreement may be modified by written agreement of the Parties.
9. **No Separate Entity.** There shall be no separate legal entity created through this interlocal cooperative agreement.
10. **Finances.** This agreement shall be financed by the funds available to the Parties.
11. **Term and Duration.** This agreement shall become effective on October 1, 2016, and shall continue in force and remain binding through October 1, 2018.

Negotiations for a renewal contract shall commence on or before September 1, 2018.

NOW THEREFORE, in consideration of the covenants and obligations contained herein, Hall County and the City of Grand Island duly execute this agreement.

HALL COUNTY

Executed this _____ day of _____, 2016

By: _____
Scott B. Arnold, Chair
Hall County Board of Supervisors

ATTEST: _____
Marla Conley
Hall County Clerk

CITY OF GRAND ISLAND

Executed this _____ day of _____, 2016

By: _____
Jeremy L. Jensen
Mayor

ATTEST: _____
RaNae Edwards
City Clerk

LIBRARY BOARD OF GRAND ISLAND

Executed this _____ day of _____, 2016

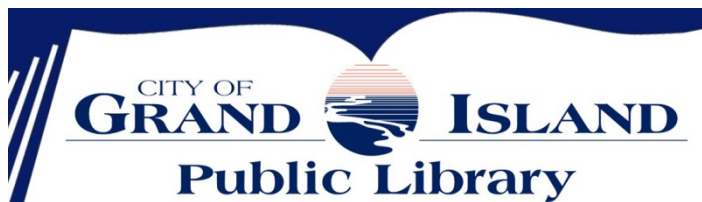
By: _____
Alan Lepler, President

ATTEST: _____
Edward Meedel, Secretary

Approved as to form:

Jack Zitterkopf
Hall County Attorney

Jerry Janulewicz
Grand Island City Attorney



**Quarterly Report of
Household Library Cards
Issued to Hall County Residents
Outside of Grand Island**

April - June 2018

To Hall County Board of Supervisors:

At the end of June 2018 our statistical report showed a total of 809 Hall County household cards, yielding 70 household cards issued during the quarter.

Our automated reporting of household cards is based on one member of each household manually coded as "head of household" no matter how many in the household have cards.

| | |
|--------------------------|-----|
| Balance March 31, 2018 | 739 |
| April - June 2018 Issues | 70 |
| Balance June 30, 2018 | 809 |

Thank you for the opportunity to be of service to citizens throughout Hall County.

A handwritten signature in black ink, reading "Steve Fosselman".

Steve Fosselman, Library Director

July 2, 2018