



Library Board

**Monday, November 19, 2018
Edith Abbott Memorial Library**

AGENDA

1. Call to Order
This is a public meeting subject to the open meetings laws of the State of Nebraska. The requirements for an open meeting are posted on the wall in this room and anyone that wants to find out what those are is welcome to read through them. The Library Board may vote to go into Closed Session on any Agenda Item as allowed by State Law.
2. Roll Call & Introductions
Edward Meedel, President
Kelli Arens, Vice President
Tanya Hansen, Secretary
Benjamin Boeselager
Maria Lopez
Jaime Parr
Sapna Purawat
3. Public Participation
4. Approval of Minutes of October 15, 2018
5. Approval of Financial Reports
6. Approval of Bills Submitted - October 23, 2018 and November 6, 2018
7. Approval of Director's Report
8. Board Communications and Committee Reports

9. Discussion of Post-Renovation Library Policies
10. Next Meeting
11. Adjournment

Library Board

Monday, November 19, 2018

Regular Meeting

Item A1

Public Participation

This is an opportunity for individuals wishing to provide input on any of tonight's agenda items to reserve time to speak. Please come forward, state your name and address, and the Agenda topic on which you will be speaking.

Individuals may also request items for future library board meetings. If the issue can be handled administratively, notification will be provided. If the item is scheduled for a future meeting, notification of the date will be given.

Staff Contact:

Library Board

Monday, November 19, 2018

Regular Meeting

Item B1

Approval of Minutes of October 15, 2018

Staff Contact:

CITY OF GRAND ISLAND
GRAND ISLAND PUBLIC LIBRARY BOARD
OFFICIAL PROCEEDINGS
MINUTES OF REGULAR LIBRARY BOARD MEETING
October 15, 2018

Pursuant to due call and notice thereof, a Regular Meeting of the Library Board of the Grand Island Public Library was conducted in the Heritage Room of the Library on Monday, October 15, 2018. Notice appeared in the *Grand Island Independent* on October 11, 2018; and was posted on October 12, 2018. A quorum present, President Ed Meedel called the meeting to order at 5:30 p.m. The following members were present: Ben Boeselager, Jaime Parr and Sapna Purawat. Steve Fosselman, Library Director and Julie Hehnke were also present.

Open Meetings Law Notice: Provided by President Ed Meedel.

Public Participation: None

Approval of Minutes: Motion by Ben Boeselager, seconded by Jaime Parr carried unanimously to accept for filing the Minutes of the September 24, 2018 library board meeting.

REPORTS:

Approval of Financial Report: Motion by Ben Boeselager, seconded by Jaime Parr carried unanimously to accept for filing the August 2018 Financial Reports.

Approval of Bills Submitted: Motion by Ben Boeselager, seconded by Jaime Parr carried unanimously to accept for filing the September 25, 2018 Bills Submitted.

Approval of Director's Report: Motion by Sapna Purawat, seconded by Ben Boeselager carried unanimously to accept for filing the Director's Report.

Board Communications and Committee Reports: Renovation construction progress and upcoming county interlocal committee work were discussed.

Approval of Interlocal Agreement in the Amount of \$20,000 with Hall County Through September 30, 2019: Motion by Sapna Purawat, seconded by Ben Boeselager carried unanimously to authorize the Board President to sign the Interlocal Agreement in the amount of \$20,000 as presented.

Next Meeting: Monday, November 19, 2018 at 5:30 pm.

There being no other business the meeting was adjourned at 5:45 p.m.

Tanya Hansen, Secretary

Library Board

Monday, November 19, 2018

Regular Meeting

Item B2

Approval of Financial Reports

The reports of revenues and expenditures since the last board meeting are submitted as generated and made available by the City Finance Department.

Staff Contact:

10/31/2018 15:34
briansc

CITY OF GRAND ISLAND
LIBRARY REVENUES
FOR THE MONTH ENDING SEPTEMBER 2018

P 1
glytdbud

FOR 2018 12		JOURNAL DETAIL 2018 12 TO 2018 12						
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100								
10044301 LIBRARY								
74350	COUNTY SHARE OF LIBRARY	-18,750	-18,750	-20,000.00	-5,000.00	.00	1,250.00	106.7%
74365	STATE GRANTS	-8,482	-8,482	-7,653.00	.00	.00	-829.00	90.2%
74576	COPY MACHINE USE FEES	-10,000	-10,000	-10,054.21	-529.82	.00	54.21	100.5%
74703	FINES AND PENALTIES	-25,000	-25,000	-21,276.68	-1,431.36	.00	-3,723.32	85.1%
74725	NONRESIDENT CARD FEE	-5,000	-5,000	-7,134.35	-390.00	.00	2,134.35	142.7%
74795	OTHER REVENUE	-22,000	-22,000	-30,016.44	.00	.00	8,016.44	136.4%
	TOTAL LIBRARY	-89,232	-89,232	-96,134.68	-7,351.18	.00	6,902.68	107.7%
	TOTAL GENERAL FUND	-89,232	-89,232	-96,134.68	-7,351.18	.00	6,902.68	107.7%

10/31/2018 15:34
briansc

CITY OF GRAND ISLAND
LIBRARY EXPENSES
FOR THE MONTH ENDING SEPTEMBER 2018

P 1
glytdbud

FOR 2018 12		JOURNAL DETAIL 2018 12 TO 2018 12						
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY								
85105	SALARIES - REGULAR	1,029,413	1,029,413	1,017,300.30	75,827.42	.00	12,112.70	98.8%
85110	SALARIES - OVERTIME	0	0	273.12	.00	.00	-273.12	100.0%
85115	F.I.C.A. PAYROLL TAXES	74,890	74,890	73,408.09	5,466.19	.00	1,481.91	98.0%
85120	HEALTH INSURANCE	140,928	140,928	106,052.92	8,488.44	.00	34,875.08	75.3%
85125	LIFE INSURANCE	1,356	1,356	1,549.35	122.90	.00	-193.35	114.3%
85130	DISABILITY INSURANCE	1,552	1,552	1,753.58	145.08	.00	-201.58	113.0%
85135	TUITION REIMBURSEMENT	0	0	1,000.00	.00	.00	-1,000.00	100.0%
85145	PENSION CONTRIBUTION	43,116	43,116	47,134.83	3,584.99	.00	-4,018.83	109.3%
85150	WORKERS COMPENSATION	2,167	2,167	1,177.91	.00	.00	989.09	54.4%
85160	OTHER EMPLOYEE BENEFITS	6,476	6,476	599.42	29.28	.00	5,876.58	9.3%
85161	HRA-VEBA	12,090	12,090	18,954.33	930.00	.00	-6,864.33	156.8%
85213	CONTRACT SERVICES	25,000	25,000	10,146.60	2,350.00	.00	14,853.40	40.6%
85241	COMPUTER SERVICES	26,848	26,848	34,512.70	1,485.00	.00	-7,664.70	128.5%
85245	PRINTING & BINDING SERVICES	2,000	2,000	3,269.45	482.00	.00	-1,269.45	163.5%
85305	UTILITY SERVICES	60,000	60,000	61,969.62	10,257.79	.00	-1,969.62	103.3%
85317	NATURAL GAS	5,000	5,000	4,670.04	9.90	.00	329.96	93.4%
85319	REPAIR & MAIN-LAND IMP/IRRIGA	1,000	1,000	909.30	369.30	.00	90.70	90.9%
85324	REPAIR & MAINT - BUILDING	23,000	23,000	23,015.86	12,585.98	.00	-15.86	100.1%
85330	REPAIR & MAINT-OFF FURN & EQ	24,000	24,000	13,826.06	315.26	.00	10,173.94	57.6%
85335	REPAIR & MAINT - VEHICLES	480	480	.00	.00	.00	480.00	.0%
85350	SANITATION SERVICE	900	900	502.00	76.60	.00	398.00	55.8%
85413	POSTAGE	7,000	7,000	5,482.03	593.44	.00	1,517.97	78.3%
85416	ADVERTISING	349	349	742.86	.00	.00	-393.86	212.9%
85422	DUES & SUBSCRIPTIONS	24,000	24,000	25,800.95	4,225.33	.00	-1,800.95	107.5%
85425	BOOKS	90,000	90,000	123,316.83	11,631.02	.00	-33,316.83	137.0%
85426	AV/ELECTRONIC MEDIA	97,500	97,500	128,135.85	21,182.52	.00	-30,635.85	131.4%
85427	PERIODICALS	17,000	17,000	15,297.18	.00	.00	1,702.82	90.0%
85428	TRAVEL & TRAINING	2,500	2,500	2,137.92	29.32	.00	362.08	85.5%
85453	CASH OVER & SHORT	100	100	88.19	7.38	.00	11.81	88.2%
85490	OTHER EXPENDITURES	450	450	1,049.87	87.74	.00	-599.87	233.3%
85505	OFFICE SUPPLIES	60,000	60,000	47,131.45	2,786.93	.00	12,868.55	78.6%
85510	CLEANING SUPPLIES	4,600	4,600	2,219.53	.00	.00	2,380.47	48.3%
85515	GASOLINE	500	500	398.69	108.53	.00	101.31	79.7%
85540	SMALL TOOLS & PARTS	15,000	15,000	15,657.45	.00	.00	-657.45	104.4%
85620	OFFICE FURNITURE & EQUIPMENT	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL LIBRARY		1,814,215	1,814,215	1,789,484.28	163,178.34	.00	24,730.72	98.6%
TOTAL GENERAL FUND		1,814,215	1,814,215	1,789,484.28	163,178.34	.00	24,730.72	98.6%

10/31/2018 15:31
briansc

CITY OF GRAND ISLAND
ALL REVENUES

P 124
glytdbud

FOR THE MONTH ENDING SEPTEMBER 2018

FOR 2018 12		JOURNAL DETAIL 2018 12 TO 2018 12						
ACCOUNTS FOR:		ORIGINAL	REVISED	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
295	LOCAL ASSISTANCE	APPROP	BUDGET				BUDGET	USED
29555001 OTHER DEPARTMENT PROJECTS								
74602 PLANNING COMMISSION PLAQUE								
29555001 74602 PLANNING COMMISSION		-120	-120	-46.71	.00	.00	-73.29	38.9%*
TOTAL PLANNING COMMISSION PLAQUE		-120	-120	-46.71	.00	.00	-73.29	38.9%
74701 EDITH ABBOTT MEMORIAL LIBRARY								
29555001 74701 EDITH ABBOTT MEMORI		-700,000	-700,000	-506,301.64	.00	.00	-193,698.36	72.3%*
29555001 74701 100 EDITH ABBOTT MEM		-500	-500	-250.00	.00	.00	-250.00	50.0%*
29555001 74701 103 EDITH ABBOTT MEM		-1,000	-1,000	-3,000.00	-1,000.00	.00	2,000.00	300.0%
2018/12/000280 09/26/2018 CRP	-1,000.00 REF 225169			LIBRARY		09/26/18 RECEIPT		
TOTAL EDITH ABBOTT MEMORIAL LIBRA		-701,500	-701,500	-509,551.64	-1,000.00	.00	-191,948.36	72.6%
74735 CONTINGENCY PROJECTS								
29555001 74735 CONTINGENCY PROJECT		-250,000	-250,000	.00	.00	.00	-250,000.00	.0%*
TOTAL CONTINGENCY PROJECTS		-250,000	-250,000	.00	.00	.00	-250,000.00	.0%
74799 CREDIT CARD REBATE								
29555001 74799 CREDIT CARD REBATE		-164	-164	-1,167.41	.00	.00	1,003.41	711.8%

10/31/2018 15:24
briansc

CITY OF GRAND ISLAND
ALL EXPENSES

P 166
glytdbud

FOR THE MONTH ENDING SEPTEMBER 2018

FOR 2018 12				JOURNAL DETAIL 2018 12 TO 2018 12				
ACCOUNTS FOR:	ORIGINAL	REVISED	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
295 LOCAL ASSISTANCE	APPROP	BUDGET				BUDGET	USED	
29555001 OTHER DEPARTMENT PROJECTS								
91 OPERATING EXPENSES								
29555001 85041 PLANNING COMMISSION	120	120	229.07	.00	.00	-109.07	190.9%*	
29555001 85042 EDITH ABBOTT MEMORI	700,000	700,000	154,402.63	65,640.60	1,064,816.26	-519,218.89	174.2%*	
2018/12/000158 09/25/2018 API	65,640.60	VND 010761 VCH456600	CHEEVER CONSTRUCTION LIBRARY RENOVATION	CONSTRUCTIO	209531			
29555001 85042 100 EDITH ABBOTT MEM	500	500	.00	.00	.00	500.00	.0%	
29555001 85042 101 EDITH ABBOTT MEM	650,000	650,000	.00	.00	.00	650,000.00	.0%	
29555001 85042 103 EDITH ABBOTT MEM	1,000	1,000	.00	.00	.00	1,000.00	.0%	
29555001 85490 OTHER EXPENDITURES	0	0	10,000.00	.00	.00	-10,000.00	100.0%*	
TOTAL OPERATING EXPENSES	1,351,620	1,351,620	164,631.70	65,640.60	1,064,816.26	122,172.04	91.0%	
96 CAPITAL OUTLAY								
29555001 85010 CONTINGENCY PROJECT	250,000	250,000	.00	.00	.00	250,000.00	.0%	
TOTAL CAPITAL OUTLAY	250,000	250,000	.00	.00	.00	250,000.00	.0%	
TOTAL OTHER DEPARTMENT PROJECTS	1,601,620	1,601,620	164,631.70	65,640.60	1,064,816.26	372,172.04	76.8%	

Library Board

Monday, November 19, 2018

Regular Meeting

Item B3

Approval of Bills Submitted - October 23, 2018 and November 6, 2018

The following bills were submitted by the Library Director in accordance with the Library Funds Policy since the last library board meeting.

Staff Contact:

Schedule of Bills

		Vendor			102318				
<u>Org</u>	<u>Object</u>	<u>Name/Number</u>	<u>Description</u>		<u>Invoice</u>	<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
10044301		LIBRARY							
	74703	FINES AND PENALTIES							
	0	999999 REFUND CUSTOMERS	RETURNED LOST ITEM		09/17/18			0	49.99
	0	999999 REFUND CUSTOMERS	RETURNED LOST ITEMS		09/16/18			0	35.35
	85160	OTHER EMPLOYEE BENEFITS							
	0	10168 BANK OF AMERICA	TASC Admin Fees		TXN00050453			6023	29.28
	85241	COMPUTER SERVICES							
	0	10168 BANK OF AMERICA	AMAZON-APC Battery		TXN00050740			6023	47.95
	0	10168 BANK OF AMERICA	AMAZON-KVM		TXN00050346			6023	1,048.94
	0	10168 BANK OF AMERICA	NEXTWAREHOUSE-Credit		TXN00050743			6023	(276.14)
	0	10168 BANK OF AMERICA	POSGLOBAL.COM-Receipt Printer		TXN00050271			6023	279.88
	85305	UTILITY SERVICES							
	1	91 CITY OF GRAND ISLAND-UTILITIES	INTERDEPARTMENTAL UTILITY BILLS		SEPT 2018			0	838.95
	85317	NATURAL GAS							
	1	336 NORTHWESTERN ENERGY	NATURAL GAS BILL		18AUG2646500 5			209819	25.05
	85319	REPAIR & MAIN-LD IMP/IRRIGAT							
	1	9992 RICK S JOHNSON	MOVE TREE		14513	34869		0	90.00
	85324	REPAIR & MAINT - BUILDING							
	0	10168 BANK OF AMERICA	ACE - Maintenance Supplies		TXN00050221			6023	6.86
	0	10168 BANK OF AMERICA	ACE - Maintenance Supplies		TXN00050190			6023	16.56
	0	10168 BANK OF AMERICA	ACE - Maintenance Supplies		TXN00050836			6023	22.09
	0	10168 BANK OF AMERICA	MENARDS - Maint Supplies		TXN00050594			6023	76.45
	0	10168 BANK OF AMERICA	MENARDS - Maintenance Supplies		TXN00050332			6023	89.88
	0	10168 BANK OF AMERICA	MENARDS - Maintenance Supplies		TXN00050537			6023	218.50
	0	10168 BANK OF AMERICA	PRESTOX - Pest Control		TXN00050727			6023	140.00
	1	396 TILLEY SPRINKLER SYSTEMS INC	SPRINKLER REPAIRS		118353	32487		0	174.12
	85413	POSTAGE							
	1	344 MIDWEST CONNECT LLC	POSTAGE		GH11 09/17/18			0	135.76
	1	344 MIDWEST CONNECT LLC	POSTAGE		GH11 10/01/18			0	237.72
	85416	ADVERTISING							
	1	214 MIDLANDS NEWSPAPERS INC	BOARD MTG AD		10040440 - SEP 2018			0	32.18
	85422	DUES & SUBSCRIPTIONS							

Schedule of Bills

		Vendor			102318				
<u>Org</u>	<u>Object</u>	<u>Name/Number</u>	<u>Description</u>	<u>Invoice</u>		<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
10044301		LIBRARY							
85422		DUES & SUBSCRIPTIONS							
1	1780	CLIPPER PUBLISHING	SUBSCRIPTION RENEWAL OF SHELTON CLIPPER	96				0	35.00
1	3767	OCLC ONLINE COMPUTER LIBRARY	MONTHLY SUBSCRIPTION	623222		32497		0	2,091.83
85425		BOOKS							
0	10168	BANK OF AMERICA	ALAN BARTELS - Book	TXN00050808				6023	14.95
0	10168	BANK OF AMERICA	AMAZON - Books	TXN00050879				6023	49.52
0	10168	BANK OF AMERICA	BRODART - Books	TXN00050741				6023	3,390.61
0	10168	BANK OF AMERICA	ICC - CODE BOOKS FOR LIBRARY	TXN00050456				6023	518.60
85426		AV/ELECTRONIC MEDIA							
0	10168	BANK OF AMERICA	OVERDRIVE - Deposit on Acct	TXN00050468				6023	2,400.00
0	10168	BANK OF AMERICA	RECORDED BOOKS - Audiobooks	TXN00050885				6023	336.45
0	10168	BANK OF AMERICA	RECORDED BOOKS - Audiobooks	TXN00050869				6023	506.80
0	10168	BANK OF AMERICA	RECORDED BOOKS - Consortium	TXN00050858				6023	36.54
0	10168	BANK OF AMERICA	RECORDED BOOKS - Consortium	TXN00050883				6023	43.33
0	10168	BANK OF AMERICA	RECORDED BOOKS - Consortium	TXN00050859				6023	56.90
0	10168	BANK OF AMERICA	RECORDED BOOKS - Consortium	TXN00050886				6023	56.90
0	10168	BANK OF AMERICA	RECORDED BOOKS - Consortium	TXN00050863				6023	104.92
1	4836	INFO USA MARKETING INC	RENEW REFERENCE USA SEPT 2018-2019	10003411674				0	1,848.00
1	562	MIDWEST TAPE	AUDIO BOOKS,DVD'S	96433217		10326		0	279.64
1	562	MIDWEST TAPE	AUDIO BOOKS,DVD'S	96476519		10326		0	881.13
1	562	MIDWEST TAPE	AUDIO BOOKS,DVD'S & PLAYAWAYS	96454928		10326		0	815.82
1	562	MIDWEST TAPE	SEPT 2018 HOOPLA	96483222		10326		0	3,660.40
1	10798	NEWSBANK INC	DEC 2018 - NOV 2019 RENEWAL	RN890461				0	3,152.00
85427		PERIODICALS							
1	2156	EBSCO	SUBSCRIPTION RENEWAL	5187				0	14,656.45
85428		TRAVEL & TRAINING							
0	10168	BANK OF AMERICA	CASEYS - Gas for city vehicle	TXN00050924				6023	40.18
85490		OTHER EXPENDITURES							
1	8792	CHASE PAYMENTECH LLC	SEPT 2018 CREDIT CARD USER FEE	2018SEP6614				5999	64.20
85505		OFFICE SUPPLIES							
0	10168	BANK OF AMERICA	AMAZON - Storytime Kits	TXN00050438				6023	66.21
0	10168	BANK OF AMERICA	BRODART - Books	TXN00050741				6023	672.62
0	10168	BANK OF AMERICA	BRODART - Processing Supplies	TXN00050174				6023	166.08

Council Meeting
October 23, 2018

Schedule of Bills

102318

Page 24

<u>Org</u>	<u>Object</u>	<u>Vendor</u> <u>Name/Number</u>	<u>Description</u>	<u>Invoice</u>	<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
10044301		LIBRARY						
85505		OFFICE SUPPLIES						
0	10168	BANK OF AMERICA	DISCOUNT SCHOOL - Supplies	TXN00050543			6023	80.20
0	10168	BANK OF AMERICA	INNOVATIVE LAB - Spine labels	TXN00050754			6023	347.89
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00050555			6023	277.08
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00050580			6023	352.25
0	10168	BANK OF AMERICA	RECORDED BOOKS - Audiobooks	TXN00050869			6023	21.00
0	10168	BANK OF AMERICA	RECORDED BOOKS - Audiobooks	TXN00050885			6023	21.00
0	10168	BANK OF AMERICA	WALMART - Supplies	TXN00050584			6023	100.12
10044301 Org Total							40,463.99	

Schedule of Bills

		Vendor			102318				
<u>Org</u>	<u>Object</u>	<u>Name/Number</u>	<u>Description</u>		<u>Invoice</u>	<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
29555001	85042	OTHER DEPARTMENT PROJECTS EDITH ABBOTT MEMORIAL LIBRARY							
	1	10761 CHEEVER CONSTRUCTION COMPAN	LIBRARY RENOVATION CONSTRUCTION		LIBRARY RENO / PMT 3	34747		0	165,749.40
	1	1257 THE CLARK ENERSEN PARTNERS IN	ARCHITECTURAL SERVICES CONTRACT		PROJ 566-013-17	34041		0	6,384.66
29555001 Org Total								172,134.06	

Prepared By

Nancy Brouch

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 10/18/18
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 10/24/18
Library Board Secretary <i>Tanya Hansen</i>	

Schedule of Bills

<u>Org</u>	<u>Object</u>	<u>Vendor</u> <u>Name/Number</u>	<u>Description</u>	<u>Invoice</u>	<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
10044301		LIBRARY						
74576			COPY MACHINE USE FEES					
1		82 CITY OF GRAND ISLAND-TREASURI	PETTY CASH REIMBURSEMENT	11/06/18			0	16.90
85213			CONTRACT SERVICES					
0		10168 BANK OF AMERICA	DAHLKE - Lawn Care	TXN00051144			6035	520.00
85241			COMPUTER SERVICES					
0		10168 BANK OF AMERICA	Amazon-Hard Drive	TXN00051309			6035	133.95
0		10168 BANK OF AMERICA	Amazon-KVM Attachments	TXN00051576			6035	404.95
0		10168 BANK OF AMERICA	Newegg-Motherboard	TXN00051595			6035	322.98
85317			NATURAL GAS					
1		336 NORTHWESTERN ENERGY	NATURAL GAS BILL	18SEP2646500-5			209996	34.51
85324			REPAIR & MAINT - BUILDING					
0		10168 BANK OF AMERICA	CRESCENT - Bulbs	TXN00051011			6035	153.88
0		10168 BANK OF AMERICA	ISLAND GLASS - Repair/Maintena	TXN00051328			6035	860.66
0		10168 BANK OF AMERICA	MENARDS - Maintenance Supplies	TXN00050963			6035	43.58
85330			REPAIR & MAINT - OFF FURN & EQ					
0		10168 BANK OF AMERICA	EAKES - Billing 7/1/18-9/30/18	TXN00051536			6035	507.62
0		10168 BANK OF AMERICA	KONICA - Mthly invoice	TXN00051380			6035	14.64
0		10168 BANK OF AMERICA	KONICA - Mthly invoice	TXN00051499			6035	42.25
85350			SANITATION SERVICE					
0		10168 BANK OF AMERICA	MID NEBRASKA DISPOSAL - Trash	TXN00051470			6035	38.30
85413			POSTAGE					
1		344 MIDWEST CONNECT LLC	POSTAGE	GI11 10/16/18			0	208.54
85425			BOOKS					
0		10168 BANK OF AMERICA	AMAZON - Book	TXN00051223			6035	14.99
0		10168 BANK OF AMERICA	BARNES - Book	TXN00051114			6035	31.20
0		10168 BANK OF AMERICA	BRODART - Books	TXN00051207			6035	6,181.75
85426			AV/ELECTRONIC MEDIA					
1		8868 ADVANTAGE ARCHIVES LLC	ANNUAL MICROFILM SUBSCRIPTION	26832			0	2,940.00
1		562 MIDWEST TAPE	AUDIO BOOKS,DVD'S,CD'S	96540285	10326		0	(27.98)
1		562 MIDWEST TAPE	AUDIO BOOKS,DVD'S,CD'S	96540568	10326		0	985.09
1		562 MIDWEST TAPE	AUDIO BOOKS,DVD'S,CD'S	96518972	10326		0	1,237.08

Schedule of Bills

110618

Page 20

<u>Org</u>	<u>Object</u>	<u>Vendor</u> <u>Name/Number</u>	<u>Description</u>	<u>Invoice</u>	<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
10044301		LIBRARY						
85426		AV/ELECTRONIC MEDIA						
1	562	MIDWEST TAPE	AUDIO BOOKS,DVD'S,CD'S	96499412	10326		0	2,279.61
1	562	MIDWEST TAPE	DVD'S & CD'S	96519512	10326		0	22.49
85505		OFFICE SUPPLIES						
0	10168	BANK OF AMERICA	BRODART - Books	TXN00051207			6035	1,365.52
0	10168	BANK OF AMERICA	BRODART - Processing Supplies	TXN00051333			6035	67.08
0	10168	BANK OF AMERICA	DEMCO - Processing Supplies	TXN00051367			6035	42.93
0	10168	BANK OF AMERICA	DEMCO - Processing Supplies	TXN00050998			6035	141.05
0	10168	BANK OF AMERICA	HOBBYTOWN - Toys	TXN00051370			6035	29.98
0	10168	BANK OF AMERICA	Innovative Label - Spine Label	TXN00051471			6035	30.18
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00051354			6035	336.64
0	10168	BANK OF AMERICA	WALMART - Supplies	TXN00051350			6035	5.00
0	10168	BANK OF AMERICA	WALMART - Supplies	TXN00051276			6035	98.56
85510		CLEANING SUPPLIES						
0	10168	BANK OF AMERICA	SUPPLYWORKS - Cleaning Supplie	TXN00051216			6035	1,170.90
10044301 Org Total							20,254.83	

Schedule of Bills

		Vendor			110618				
<u>Org</u>	<u>Object</u>	<u>Name/Number</u>	<u>Description</u>	<u>Invoice</u>		<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
29555001		OTHER DEPARTMENT PROJECTS							
	85042	EDITH ABBOTT MEMORIAL LIBRARY							
	1	1257 THE CLARK ENERSEN PARTNERS IN	ARCHITECTURAL SERVICES CONTRAC	8		34041		0	1,365.56
29555001 Org Total								1,365.56	

Prepared By

Nancy Brauch

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 11/1/18
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 11/1/18
Library Board Secretary <i>Tanya Hansen</i>	

Library Board

Monday, November 19, 2018

Regular Meeting

Item C1

Approval of Director's Report

The Director's Report typically consists of:

- 1) a monthly report of programs and activities, including a quarterly statistical usage report provided in February, May, August and November of each year*
- 2) upon publication, a GI Library Journal newsletter*
- 3) and additional administrative items of note, either in the agenda packet or discussed at the meeting.*

Staff Contact:

Lapsit (Play and Read)	10/1/2018	Lapsits
Teen Library Corps (TLC)	10/1/2018	Teen General Program
Baby & Toddler Lapsit-Rock and Read	10/2/2018	Baby & Toddler Lapsits
2018 Book Club for Adults	10/2/2018	Book Club for Adults
Pajametime (Family Storyhour)	10/2/2018	Family Storytime
Come, Sit & Breathe	10/2/2018	General Program
Storytime (Ready to Read)	10/3/2018	Storytime
BookBop	10/4/2018	Storytime
AOK Ladies to celebrate Random Acts of Kindness next week (Independent)	10/5/2018	Media
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	10/6/2018	Storytime
It's time to do random acts of kindness (Independent)	10/6/2018	Media
Teen Read Week Comic Con Party	10/7/2018	Teen General Program
LIBRARY ALIVE: Teens, it's written in the stars (Independent)	10/7/2018	Media
Spread acts of kindness this week (Independent)	10/7/2018	Media
Lapsit (Play and Read)	10/8/2018	Lapsits
HomeSchoolers Program	10/8/2018	Children's Literacy Event
Baby & Toddler Lapsit-Rock and Read	10/9/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	10/9/2018	Family Storytime
Come, Sit & Breathe	10/9/2018	General Program
Storytime (Ready to Read)	10/10/2018	Storytime
Prairie Pioneer Genealogy Assistance	10/10/2018	General Program
BookBop	10/11/2018	Storytime
Prairie Pioneer Genealogy Assistance	10/13/2018	General Program
Saturday Storytime	10/13/2018	Storytime
Lapsit (Play and Read)	10/15/2018	Lapsits
Library Board Meeting	10/15/2018	Library Board
Teen Library Corps (TLC)	10/15/2018	Teen General Program
Baby & Toddler Lapsit-Rock and Read	10/16/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	10/16/2018	Family Storytime
Come, Sit & Breathe	10/16/2018	General Program
Storytime (Ready to Read)	10/17/2018	Storytime
BookBop	10/18/2018	Storytime
Youth notes - 2018 NEST Read to Win drawing winners (Independent)	10/20/2018	Media
Saturday Storytime	10/20/2018	Storytime
LIBRARY ALIVE: 'The illimitable freedom of the human mind' (Independent)	10/21/2018	Media
Lapsit (Play and Read)	10/22/2018	Lapsits
Prime Time Family Reading Time at Lincoln Elementary	10/22/2018	Humanities Nebraska Program
Baby & Toddler Lapsit-Rock and Read	10/23/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	10/23/2018	Family Storytime
Come, Sit & Breathe	10/23/2018	General Program
Storytime (Ready to Read)	10/24/2018	Storytime
BookBop	10/25/2018	Storytime
Saturday Storytime	10/27/2018	Storytime

Call for more details - some programs require registration

Lapsit (Play and Read)	10/29/2018	Lapsits
Prime Time Family Reading Time at Lincoln Elementary	10/29/2018	Humanities Nebraska Program
To Read or Not to Read book club	10/29/2018	Book Club for Adults
Baby & Toddler Lapsit-Rock and Read	10/30/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	10/30/2018	Family Storytime
Come, Sit & Breathe	10/30/2018	General Program
Storytime (Ready to Read)	10/31/2018	Storytime
BookBop	11/1/2018	Storytime
Make a Wish	11/1/2018	Group Meeting
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	11/3/2018	Storytime
LIBRARY ALIVE: Horror reads not just for Halloween (Independent)	11/4/2018	Media
Lapsit (Play and Read)	11/5/2018	Lapsits
HomeSchoolers Program	11/5/2018	Children's Literacy Event
Teen Library Corps (TLC)	11/5/2018	Teen General Program
Prime Time Family Reading Time at Lincoln Elementary	11/5/2018	Humanities Nebraska Program
Hall County election commissioner predicts 35-40 percent voter turnout (Independent)	11/5/2018	Media
2018 General Election	11/6/2018	General Program
Parking expanded at Grand Island Library in time for election (KHAS TV)	11/6/2018	Media
Baby & Toddler Lapsit-Rock and Read	11/6/2018	Baby & Toddler Lapsits
2018 Book Club for Adults	11/6/2018	Book Club for Adults
Pajametime (Family Storyhour)	11/6/2018	Family Storytime
Come, Sit & Breathe	11/6/2018	General Program
Storytime (Ready to Read)	11/7/2018	Storytime
BookBop	11/8/2018	Storytime
Prairie Pioneer Genealogy Assistance	11/10/2018	General Program
Saturday Storytime	11/10/2018	Storytime
Library Closed - Veteran's Day	11/11/2018	Hours Change
ACAP marks 25 years of free family activities at Children's Festival (Independent)	11/11/2018	Outreach
Library Closed - Veteran's Day	11/12/2018	Hours Change
Baby & Toddler Lapsit-Rock and Read	11/13/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	11/13/2018	Family Storytime
Come, Sit & Breathe	11/13/2018	General Program
Storytime (Ready to Read)	11/14/2018	Storytime
Prairie Pioneer Genealogy Assistance	11/14/2018	General Program
BookBop	11/15/2018	Storytime
Saturday Storytime	11/17/2018	Storytime
Lapsit (Play and Read)	11/19/2018	Lapsits
Prime Time Family Reading Time at Lincoln Elementary	11/19/2018	Humanities Nebraska Program
Library Board Meeting	11/19/2018	Library Board
Teen Library Corps (TLC)	11/19/2018	Teen General Program
Baby & Toddler Lapsit-Rock and Read	11/20/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	11/20/2018	Family Storytime

Call for more details - some programs require registration

Come, Sit & Breathe	11/20/2018	General Program
Storytime (Ready to Read)	11/21/2018	Storytime
Library Closes at 5 PM - Thanksgiving	11/21/2018	Hours Change
Library Closed - Thanksgiving	11/22/2018	Hours Change
Library Closed - Thanksgiving	11/23/2018	Hours Change
Saturday Storytime	11/24/2018	Storytime
Lapsit (Play and Read)	11/26/2018	Lapsits
Prime Time Family Reading Time at Lincoln Elementary	11/26/2018	Humanities Nebraska Program
Baby & Toddler Lapsit-Rock and Read	11/27/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	11/27/2018	Family Storytime
Come, Sit & Breathe	11/27/2018	General Program
Storytime (Ready to Read)	11/28/2018	Storytime
BookBop	11/29/2018	Storytime
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	12/1/2018	Storytime
Teen Library Corps (TLC)	12/3/2018	Teen General Program
Lapsit (Play and Read)	12/3/2018	Lapsits
2018 Book Club for Adults	12/4/2018	Book Club for Adults
Baby & Toddler Lapsit-Rock and Read	12/4/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	12/4/2018	Family Storytime
Come, Sit & Breathe	12/4/2018	General Program
Storytime (Ready to Read)	12/5/2018	Storytime
BookBop	12/6/2018	Storytime
Saturday Storytime	12/8/2018	Storytime
Prairie Pioneer Genealogy Assistance	12/8/2018	General Program
Lapsit (Play and Read)	12/10/2018	Lapsits
HomeSchoolers Program	12/10/2018	Children's Literacy Event
Baby & Toddler Lapsit-Rock and Read	12/11/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	12/11/2018	Family Storytime
Come, Sit & Breathe	12/11/2018	General Program
Prairie Pioneer Genealogy Assistance	12/12/2018	General Program
Storytime (Ready to Read)	12/12/2018	Storytime
BookBop	12/13/2018	Storytime
Saturday Storytime	12/15/2018	Storytime
Library Board Meeting	12/17/2018	Library Board
Lapsit (Play and Read)	12/17/2018	Lapsits
Teen Library Corps (TLC)	12/17/2018	Teen General Program
Baby & Toddler Lapsit-Rock and Read	12/18/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	12/18/2018	Family Storytime
Come, Sit & Breathe	12/18/2018	General Program
Storytime (Ready to Read)	12/19/2018	Storytime
BookBop	12/20/2018	Storytime
Breakfast With Santa	12/22/2018	Children's Holiday Break Program
Library Closes at 5 PM - Christmas Eve	12/24/2018	Hours Change
Library Closed - Christmas Day	12/25/2018	Hours Change
Winter Break BookBop!	12/26/2018	Children's Holiday Break Program
Children's Winter Break Program - Igloo Building Challenge	12/27/2018	Children's Holiday Break Program

Call for more details - some programs require registration

Teen Winter Break Program - Gingerbread Zombies	12/27/2018	Teen Holiday Break Program
Children's Winter Break Program - Snowflake Ornament Craft	12/28/2018	Children's Holiday Break Program
Teen Winter Break Program - Video Game Hangout	12/28/2018	Teen Holiday Break Program
Library Closes at 5 PM - New Year's Eve	12/31/2018	Hours Change

End of Fiscal Year Statistical SummaryOct 2017 -
Sep 2018Oct 2016 -
Sep 2017

Checkouts	328,850	317,812
Visitors	235,139	245,275
Class/Program/Tour Attendance	21,119	19,932
Computer User Sessions (includes WiFi)	90,297	96,932
Online Resource Use (doesn't include website sessions)	333,511	441,518
Reference questions / microfilm / Interlibrary Loan	12,133	13,379
Reserves (holds) Placed	15,213	15,412
Total of Selected Measures	1,036,262	1,150,260

Call for more details - some programs require registration

Library Board

Monday, November 19, 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.

Staff Contact:

Library Board

Monday, November 19, 2018

Regular Meeting

Item F1

Discussion of Post-Renovation Library Policies

With the renovation project proceeding, policy changes should be considered to align with upcoming facilities programming changes. These policies include Meeting Rooms, Eating and Drinking, Specialized Adult Service Areas, and other policies. Discussion of possible future changes is scheduled for this meeting, with the intent to consider approval of any changes at the December meeting.

Staff Contact: Steve Fosselman