



## **Library Board**

**Monday, December 17, 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 November 19, 2018
5. Approval of Financial Reports
6. Approval of Bills Submitted - November 20, 2018 and December 4, 2018
7. Approval of Director's Report
8. Board Communications and Committee Reports

9. Approval of Revision to Food and Beverage Policy (formerly Policy on Eating and Drinking in the Library)
10. Approval of 2019 Library Board Meeting Schedule
11. Next Meeting
12. Adjournment

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# Library Board

Monday, December 17, 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:

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# **Library Board**

**Monday, December 17, 2018**

**Regular Meeting**

## **Item B1**

**Approval of Minutes of November 19, 2018**

**Staff Contact:**

CITY OF GRAND ISLAND  
GRAND ISLAND PUBLIC LIBRARY BOARD  
OFFICIAL PROCEEDINGS  
MINUTES OF REGULAR LIBRARY BOARD MEETING  
November 19, 2018

Pursuant to due call and notice thereof, a Regular Meeting of the Library Board of the Grand Island Public Library was conducted in Meeting Room C of the Library on Monday, November 19, 2018. Notice appeared in the *Grand Island Independent* on November 15, 2018; and was posted on November 15, 2018. A quorum present, President Ed Meedel called the meeting to order at 5:30 p.m. The following members were present: Kelli Arens, Ben Boeselager, Tanya Hansen, Maria Lopez and Jaime Parr. Steve Fosselman, Library Director was also present.

Open Meetings Law Notice: Provided by President Ed Meedel.

Public Participation: None

Approval of Minutes: Motion by Ben Boeselager, seconded by Tanya Hansen carried unanimously to accept for filing the Minutes of the October 15, 2018 library board meeting.

REPORTS:

Approval of Financial Report: Motion by Kelli Arens, seconded by Maria Lopez carried unanimously to accept for filing the September 2018 Financial Reports.

Approval of Bills Submitted: Motion by Kelli Arens, seconded by Maria Lopez carried unanimously to accept for filing the October 23, 2018 and November 6, 2018 Bills Submitted.

Approval of Director's Report: Motion by Tanya Hansen, seconded by Kelli Arens carried unanimously to accept for filing the Director's Report.

Board Communications and Committee Reports: Renovation progress, county interlocal contract approval, and committee assignments were discussed.

Discussion of Post-Renovation Library Policies: Steve Fosselman encouraged board members to contact him before the December meeting with input about policy changes to be brought forward for board consideration.

Next Meeting: Monday, December 17, 2018 at 5:30 pm.

There being no other business the meeting was adjourned at 6:32 p.m.

Tanya Hansen, Secretary

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# **Library Board**

**Monday, December 17, 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:**

12/13/2018 09:21  
briansc

CITY OF GRAND ISLAND  
LIBRARY REVENUES

P 1  
glytdbud

FOR THE MONTH ENDING OCT 2018

FOR 2019 01

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
74350 COUNTY SHARE OF LIBRARY	-25,000	-25,000	.00	.00	.00	-25,000.00	.0%
74365 STATE GRANTS	-7,653	-7,653	.00	.00	.00	-7,653.00	.0%
74576 COPY MACHINE USE FEES	-10,000	-10,000	-806.71	-806.71	.00	-9,193.29	8.1%
74703 FINES AND PENALTIES	-25,000	-25,000	-1,430.69	-1,430.69	.00	-23,569.31	5.7%
74725 NONRESIDENT CARD FEE	-5,500	-5,500	-360.00	-360.00	.00	-5,140.00	6.5%
74795 OTHER REVENUE	-26,000	-26,000	.00	.00	.00	-26,000.00	.0%
TOTAL LIBRARY	-99,153	-99,153	-2,597.40	-2,597.40	.00	-96,555.60	2.6%
TOTAL GENERAL FUND	-99,153	-99,153	-2,597.40	-2,597.40	.00	-96,555.60	2.6%

12/13/2018 09:21  
briansc

CITY OF GRAND ISLAND  
LIBRARY EXPENSES

P 1  
glytdbud

FOR THE MONTH ENDING OCT 2018

FOR 2019 01

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
85105 SALARIES - REGULAR	1,044,740	1,044,740	77,353.92	77,353.92	.00	967,386.08	7.4%
85115 F.I.C.A. PAYROLL TAXES	75,851	75,851	5,557.92	5,557.92	.00	70,293.08	7.3%
85120 HEALTH INSURANCE	124,644	124,644	9,143.34	9,143.34	.00	115,500.66	7.3%
85125 LIFE INSURANCE	1,577	1,577	131.39	131.39	.00	1,445.61	8.3%
85130 DISABILITY INSURANCE	2,006	2,006	152.32	152.32	.00	1,853.68	7.6%
85145 PENSION CONTRIBUTION	44,350	44,350	3,585.00	3,585.00	.00	40,765.00	8.1%
85150 WORKERS COMPENSATION	1,313	1,313	.00	.00	.00	1,313.00	.0%
85160 OTHER EMPLOYEE BENEFITS	1,000	1,000	29.28	29.28	.00	970.72	2.9%
85161 HRA-VEBA	12,090	12,090	930.00	930.00	.00	11,160.00	7.7%
85213 CONTRACT SERVICES	10,000	10,000	520.00	520.00	.00	9,480.00	5.2%
85241 COMPUTER SERVICES	26,848	26,848	1,962.51	1,962.51	.00	24,885.49	7.3%
85245 PRINTING & BINDING SERVICES	2,300	2,300	.00	.00	.00	2,300.00	.0%
85305 UTILITY SERVICES	60,000	60,000	838.95	838.95	.00	59,161.05	1.4%
85317 NATURAL GAS	5,000	5,000	59.56	59.56	.00	4,940.44	1.2%
85319 REPAIR & MAIN-LAND IMP/IRRIGA	1,000	1,000	90.00	90.00	.00	910.00	9.0%
85324 REPAIR & MAINT - BUILDING	23,000	23,000	1,802.58	1,802.58	400.00	20,797.42	9.6%
85330 REPAIR & MAINT-OFF FURN & EQ	24,000	24,000	564.51	564.51	.00	23,435.49	2.4%
85335 REPAIR & MAINT - VEHICLES	480	480	.00	.00	.00	480.00	.0%
85350 SANITATION SERVICE	900	900	38.30	38.30	.00	861.70	4.3%
85413 POSTAGE	7,000	7,000	373.48	373.48	.00	6,626.52	5.3%
85416 ADVERTISING	800	800	32.18	32.18	.00	767.82	4.0%
85422 DUES & SUBSCRIPTIONS	26,000	26,000	2,126.83	2,126.83	2,100.00	21,773.17	16.3%
85425 BOOKS	109,275	109,275	10,201.62	10,201.62	.00	99,073.38	9.3%
85426 AV/ELECTRONIC MEDIA	109,328	109,328	14,178.83	14,178.83	.00	95,149.17	13.0%
85427 PERIODICALS	17,000	17,000	14,656.45	14,656.45	.00	2,343.55	86.2%
85428 TRAVEL & TRAINING	3,000	3,000	81.06	81.06	.00	2,918.94	2.7%
85453 CASH OVER & SHORT	100	100	2.12	2.12	.00	97.88	2.1%
85490 OTHER EXPENDITURES	450	450	89.84	89.84	.00	360.16	20.0%
85505 OFFICE SUPPLIES	60,000	60,000	4,221.39	4,221.39	.00	55,778.61	7.0%
85510 CLEANING SUPPLIES	5,000	5,000	1,170.90	1,170.90	.00	3,829.10	23.4%
85515 GASOLINE	500	500	.00	.00	.00	500.00	.0%
85540 SMALL TOOLS & PARTS	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL LIBRARY	1,814,552	1,814,552	149,894.28	149,894.28	2,500.00	1,662,157.72	8.4%
TOTAL GENERAL FUND	1,814,552	1,814,552	149,894.28	149,894.28	2,500.00	1,662,157.72	8.4%

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# **Library Board**

**Monday, December 17, 2018**

**Regular Meeting**

## **Item B3**

### **Approval of Bills Submitted - November 20, 2018 and December 4, 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**

112018

		Vendor						
<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						
85160		OTHER EMPLOYEE BENEFITS						
0	10168	BANK OF AMERICA	TASC -Admin Fees	TXN00051616			6049	29.28
85305		UTILITY SERVICES						
1	91	CITY OF GRAND ISLAND-UTILITIES	INTERDEPARTMENTAL UTILITY BILLS	OCT 2018			0	3,123.75
85324		REPAIR & MAINT - BUILDING						
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00051831			6049	26.05
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00051656			6049	32.98
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00051806			6049	34.57
0	10168	BANK OF AMERICA	BALLASTSHOP - Maintenance	TXN00051546			6049	69.45
0	10168	BANK OF AMERICA	BATTERYSHARKS - Maintenance	TXN00051527			6049	338.08
0	10168	BANK OF AMERICA	MENARDS - Credit for tax charg	TXN00051625			6049	(14.29)
0	10168	BANK OF AMERICA	MENARDS - refund tax	TXN00051641			6049	(5.00)
0	10168	BANK OF AMERICA	PRESTOX - Pest Control	TXN00051594			6049	140.00
0	10168	BANK OF AMERICA	SAMS - Maintenance Supplies	TXN00051617			6049	294.51
0	10168	BANK OF AMERICA	SAMS - Refund Tax	TXN00051707			6049	(19.27)
85330		REPAIR & MAINT - OFF FURN & EQ						
0	10168	BANK OF AMERICA	CAPITAL - Contract charge	TXN00051964			6049	271.03
85413		POSTAGE						
1	344	MIDWEST CONNECT LLC	POSTAGE	GI11 11/01/18			0	415.98
85425		BOOKS						
0	10168	BANK OF AMERICA	AMAZON - Dvd	TXN00051807			6049	36.80
0	10168	BANK OF AMERICA	BRODART - Books & Processing	TXN00051747			6049	6,195.50
85426		AV/ELECTRONIC MEDIA						
0	10168	BANK OF AMERICA	AMAZON - Dvd	TXN00051807			6049	6.82
0	10168	BANK OF AMERICA	AMAZON - Dvd	TXN00051762			6049	6.99
1	562	MIDWEST TAPE	DVD'S & PLAYAWAYS	96561974	10326		0	1,198.57
1	562	MIDWEST TAPE	HOOPLA 10/18	96582531	10326		0	3,508.99
85490		OTHER EXPENDITURES						
1	8792	CHASE PAYMENTECH LLC	OCT 2018 CC USER FEE	2018OCT6614			6045	51.78
85505		OFFICE SUPPLIES						
0	10168	BANK OF AMERICA	AMAZON - Changing Pads	TXN00051627			6049	70.42
0	10168	BANK OF AMERICA	BRODART - Books & Processing	TXN00051747			6049	1,141.49

## Schedule of Bills

112018

<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	BRODART - Processing Supplies	TXN00051693			6049	117.60
0	10168	BANK OF AMERICA	GAYLORD - Cases	TXN00051577			6049	76.04
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00051977			6049	113.75
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00051990			6049	328.99
85515		GASOLINE						
1	83	CITY OF GRAND ISLAND-TREASURY	REPAIR SHOP OCTOBER 2018	LIBR 2018-10			0	56.68
<b>10044301 Org Total</b>							<b>17,647.54</b>	

## Schedule of Bills

112018

<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>
29555001		OTHER DEPARTMENT PROJECTS						
85042		EDITH ABBOTT MEMORIAL LIBRARY						
0	10168	BANK OF AMERICA	PIZZA HUT-Food/Primetime	TXN00051439			6049	100.00
0	10168	BANK OF AMERICA	SUPER SAVER - Food-Primetime	TXN00051728			6049	143.41
0	10168	BANK OF AMERICA	SUPER SAVER-Food/Primetime	TXN00051486			6049	39.04
0	10168	BANK OF AMERICA	WALGREENS-Food/Primetime	TXN00051455			6049	14.98
1	10761	CHEEVER CONSTRUCTION COMPAN	LIBRARY RENOVATION CONSTRUCTION	LIBRARY RENO / PMT 4	34747		0	185,181.24

29555001 Org Total 185,478.67

Prepared by

*Nancy Broich*

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 11/20/18
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 11/21/18
Library Board Secretary <i>Tanya Hansen</i>	

## Schedule of Bills

120418

<u>Org</u>	<u>Object</u>	<u>Vendor Name/Number</u>	<u>Description</u>	<u>Invoice</u>	<u>PO #</u>	<u>WO#</u>	<u>Check #</u>	<u>Amount</u>
10044301		LIBRARY						
85241		COMPUTER SERVICES						
0	10168	BANK OF AMERICA	BEST BUY - Computer supplies	TXN00052328			6072	75.97
85413		POSTAGE						
1	344	MIDWEST CONNECT LLC	11/01/18-11/15/18 POSTAGE	GI11 11/16/18			0	168.82
85416		ADVERTISING						
1	214	MIDLANDS NEWSPAPERS INC	AD	10040440 - OCT 2018			0	14.78
85422		DUES & SUBSCRIPTIONS						
0	10168	BANK OF AMERICA	Amazon - Prime membership	TXN00051979			6072	119.00
1	3767	OCLC ONLINE COMPUTER LIBRARY	OCLC MOTHLY SUBSCRIPTION	628131	34899		0	2,093.50
85426		AV/ELECTRONIC MEDIA						
1	562	MIDWEST TAPE	DVD'S & AUDIOBOOKS	96586701	10326		0	623.51
1	562	MIDWEST TAPE	PLAYAWAYS & DVD'S	96611302	10326		0	261.37
85427		PERIODICALS						
0	10168	BANK OF AMERICA	INDEPENDENT - Subscription	TXN00052325			6072	280.75
85505		OFFICE SUPPLIES						
0	10168	BANK OF AMERICA	ACE - Supplies	TXN00052327			6072	113.97
0	10168	BANK OF AMERICA	DEMCO - Supplies	TXN00052288			6072	258.29
0	10168	BANK OF AMERICA	DEMCO - Supplies	TXN00052006			6072	494.24
0	10168	BANK OF AMERICA	GAYLORD - Book boxes	TXN00051943			6072	128.85
0	10168	BANK OF AMERICA	HOBBY LOBBY - Craft Supplies	TXN00052345			6072	15.98
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00052073			6072	27.79
10044301 Org Total							4,676.82	

## Schedule of Bills

120418

<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>
29555001		OTHER DEPARTMENT PROJECTS						
85042		EDITH ABBOTT MEMORIAL LIBRARY						
0	10168	BANK OF AMERICA	RAISING CANES - Primetime	TXN00051960			6072	208.77
0	10168	BANK OF AMERICA	SONIC - Primetime	TXN00052194			6072	140.00
0	10168	BANK OF AMERICA	SUPER SAVER - Primetime	TXN00051945			6072	59.14
0	10168	BANK OF AMERICA	SUPER SAVER - Primetime	TXN00052229			6072	63.18
1	1257	THE CLARK ENERSEN PARTNERS IN	ARCHITECTURAL SERVICES CONTRACT	09	34041		0	1,298.89

29555001 Org Total 1,769.98

Prepared by

*Nancy Brouch*

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 12/1/18
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 12/3/18
Library Board Secretary <i>Tanya Hansen</i>	

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# Library Board

Monday, December 17, 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: Steve Fosselman

Title	Date	Primary Event Type
BookBop	11/1/2018	Storytime
Make a Wish	11/1/2018	Hosting Meeting
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	11/3/2018	Storytime
<a href="#">LIBRARY ALIVE: Horror reads not just for Halloween (Independent)</a>	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
<a href="#">Hall County election commissioner predicts 35-40 percent voter turnout (Independent)</a>	11/5/2018	Media
2018 General Election	11/6/2018	General Program
<a href="#">Parking expanded at Grand Island Library in time for election (KHAS TV)</a>	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
Children's Day at Fonner Park	11/11/2018	Outreach
<a href="#">ACAP marks 25 years of free family activities at Children's Festival (Independent)</a>	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
<a href="#">LIBRARY ALIVE: Time to give thanks for libraries (Independent)</a>	11/18/2018	Media
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
<a href="#">City announces holiday hours (Independent)</a>	11/20/2018	Media
Baby & Toddler Lapsit-Rock and Read	11/20/2018	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	11/20/2018	Family Storytime
Come, Sit & Breathe	11/20/2018	General Program
Storytime (Ready to Read)	11/21/2018	Storytime

Call for more details - some programs require registration

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
<a href="#">G. I. Public Library offers variety of winter break programs (Independent)</a>	11/27/2018	Media
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
<a href="#">LIBRARY ALIVE: Holiday reads are here (Independent)</a>	12/2/2018	Media
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
<a href="#">Prime Time Reading Program Helps Grand Island Kids Improve in School (Platte River Radio)</a>	12/4/2018	Media
Pajametime (Family Storyhour)	12/4/2018	Family Storytime
<a href="#">Council approves assistant city administrator Clark, welcomes new members [approves purchase of library furnishings] (Independent)</a>	12/4/2018	Media
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
<a href="#">Construction reaches "turning point" at Grand Island Library (NTV)</a>	12/11/2018	Media
Pajametime (Family Storyhour)	12/11/2018	Family Storytime
Come, Sit & Breathe	12/11/2018	General Program
Santa's Arrival Conestoga Mall	12/11/2018	Outreach
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
Fresh Thyme Christmas Storytime	12/15/2018	Outreach
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

Call for more details - some programs require registration

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
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
Library Closed - New Year's Day	1/1/2019	Hours Change
Children's Winter Break Program - Icy Science	1/2/2019	Children's Holiday Break Program
Teen Winter Break Program - Tie-Dye Ornament Craft	1/2/2019	Teen Holiday Break Program
Children's Winter Break Program - Super Bouncy Snowballs	1/3/2019	Children's Holiday Break Program
Teen Winter Break Program - Ugly Sweater Craft Party	1/3/2019	Teen Holiday Break Program
Children's Winter Break Program - Movie and LEGOs	1/4/2019	Children's Holiday Break Program
Teen Winter Break Program - Movie & Button Making	1/4/2019	Teen Holiday Break Program
Lapsit (Play and Read)	1/7/2019	Lapsits
Teen Library Corps (TLC)	1/7/2019	Teen General Program
Baby & Toddler Lapsit-Rock and Read	1/8/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	1/8/2019	Family Storytime
2019 Book Club for Adults	1/8/2019	Book Club for Adults
Storytime (Ready to Read)	1/9/2019	Storytime
BookBop	1/10/2019	Storytime
Saturday Storytime	1/12/2019	Storytime
Lapsit (Play and Read)	1/14/2019	Lapsits
HomeSchoolers Program	1/14/2019	Children's Literacy Event
Baby & Toddler Lapsit-Rock and Read	1/15/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	1/15/2019	Family Storytime
Storytime (Ready to Read)	1/16/2019	Storytime
BookBop	1/17/2019	Storytime
Saturday Storytime	1/19/2019	Storytime
<b>Library Board Meeting</b>	<b>1/21/2019</b>	<b>Library Board</b>
Library Closed - Martin Luther King Jr. Day	1/21/2019	Hours Change
Bear Fair 2019	1/22/2019	Children's Literacy Event
Storytime (Ready to Read)	1/23/2019	Storytime
BookBop	1/24/2019	Storytime
Saturday Storytime	1/26/2019	Storytime
Lapsit (Play and Read)	1/28/2019	Lapsits
Teen Library Corps (TLC)	1/28/2019	Teen General Program
Baby & Toddler Lapsit-Rock and Read	1/29/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	1/29/2019	Family Storytime
Storytime (Ready to Read)	1/30/2019	Storytime
BookBop	1/31/2019	Storytime

Call for more details - some programs require registration



## **Public Library**

### **An Overview of the Public Library**

**City Council Orientation  
December 2018**

# **PUBLIC LIBRARY**

Mission Statement: The Grand Island Public Library is the gateway for the people of our diverse community to achieve a lifetime of learning and literacy.

Guiding principles:

- 1) Our Library as a Learning Center
  - Facilitating learning for all
  - Fostering literacy in all its forms
  - Providing access to all types of materials, information, programming and spaces
- 2) Our Library as a Community Center
  - Responding to community demographics
  - Engaging in community development
  - Enhancing city government
  - Practicing democracy and informed citizenry in action

Our services are provided through a central facility, the Edith Abbott Memorial Library, 211 North Washington Street (385-5333, 385-5336 Reference, 385-5339 Fax). Our library also provides services to the homebound, taking checked-out materials to patrons' residences as needed. The library has an "Internet Branch" at [www.gilibrary.org](http://www.gilibrary.org). In addition, the library has a Facebook page at [www.facebook.com/gilibrary](https://www.facebook.com/gilibrary) and a Twitter page at <https://twitter.com/GIPLibrary>.

Chapter 19 of the City Code pertains to our public library and its board of trustees. The library board consists of seven members appointed by the mayor and confirmed by the city council. No board member shall be elected for more than two successive four year terms, except when filling a vacant unexpired term.

Policy making and strategic planning are two of the major duties of our library board. Board adopted policies can be found at <https://www.gilibrary.org/about-us/about-your-library/policies-and-fees>. The library's long range plan GILIBRARY 2020 can be found at <https://www.gilibrary.org/about-us/about-your-library/gilibrary-2020>. GILIBRARY 2020 was developed by a broad-based citizen committee to guide the library board, director and staff in providing an immediate focus on current library service needs as well as a long range vision of the services that our citizens will need from the library by the year 2020.

The 2018-2020 update to GILIBRARY 2020 establishes seven major goals:

1. Getting kids ready to read and supporting them as students
2. Keeping pace with Library technology
3. Making changes in collections and programs to match our diverse community needs
4. Reshaping Reference, Teen and other areas as Library Learning Center areas
5. Improving meeting rooms and videoconferencing capabilities
6. Taking our services out to our youngest and eldest / better transportation to the Library
7. Establishing Library Branch and expanded Internet Branch services

Our strategic plan works in concert with our community Grow Grand Island initiative that involves hundreds of participants and a multi-year response to community needs. As participants

in that process the library has been attentive to the changing needs of library users as they relate to several broader community needs expressed in the Grow Grand Island initiative.

- enhancing existing and potential future entrepreneurs
- optimizing career pathways and programs offered in area schools
- supporting the development of arts and humanities
- providing support for the region's most vulnerable populations
- enhancing cultural engagement & understanding

The library currently operates with a staff of 23.5 FTE including a Director, two Librarians, four Library Assistant II's (paraprofessionals), several clerical and custodial staff members and a secretary. The library is open seven days/62 hours a week year round. The annual budget is currently \$1,814,552.

Since FY 2009/2010 the library's budget and hours of operation have been reduced by 11% and staffing levels have been reduced by 14%. Our personnel budget is actually less than it was ten years ago, and our operational budget has gone down 26%. Staffing reductions have resulted in not filling a vacant Assistant Director position and the loss of critical staffing for service desks and community outreach.

Still much is accomplished with about 1.5 million services and resources provided to the public each year. Our most recent annual report provides more detail at <https://www.gilibrary.org/home/showdocument?id=20375>.

In response to changing community needs for library services, a building renovation was started in August 2018 and is expected to be completed in February 2019. No city or county tax funds are being used. This renovation has three main goals:

- 1) Increased and safer access to the library through improved parking and plaza area as well as an outdoor children's discovery area
- 2) Increased community gathering opportunities and library programming offerings through improved meeting and study spaces
- 3) Increased educational opportunities and school-system support through improved teen spaces and hands-on STEM-based makerspaces for children, teens, entrepreneurs and the general public

Using our library means more than checking out books and other materials which is transactional, but also transformative lifelong learning starting with baby lapsit programs and continuing through a person's life. We mix traditional reading with increasingly interactive, hands-on and high-tech methods, literacy in a variety of forms including digital literacy, and community gathering through dynamic and specialized spaces, library programs, public meetings, and informal "meet-ups".

We serve as a central community gathering and learning center welcoming for all ages, diverse backgrounds and interests, with continually improving spaces for individual, collaborative and creative learning through programs, services, and meetings. And we continually respond to changes in library use incorporating the book as well as other technologies on our physical and electronic shelves.

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# Library Board

Monday, December 17, 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: Ed Meedel

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# Library Board

Monday, December 17, 2018

Regular Meeting

## Item F1

### **Approval of Revision to Food and Beverage Policy (formerly Policy on Eating and Drinking in the Library)**

*Board approval is sought to revise this policy in order to permit beverages in spill-proof, resealable containers and to indicate patron responsibility for cleaning up spills. These are two provisions commonly found in public library policy.*

Staff Contact: Steve Fosselman



## **Food and Beverage Policy on Eating and Drinking in the Library**

**DRAFT**

Revised December 17, 2018 ~~July 21, 2008~~

Consumption of food in the library is restricted to the Meeting Commons and adjacent meeting rooms.

Beverages are allowed throughout the library only if they are in spill-proof, resealable containers such as bottles with screw tops or cups with lids.

Food and beverages provided during library programs are also allowed throughout the building.

Patrons are expected to take responsibility for maintaining a sanitary and pleasant environment by removing crumbs, wiping off sticky surfaces, and cleaning up after themselves. Properly disposing of trash in the library-provided receptacles or removing it from the building is expected.

Patrons who cannot adequately remove the food or beverage spill, should report it to Library Staff so that prompt action can be taken to minimize the damages.

Unattended food and beverages may be removed and discarded.

Eating and drinking within the public areas of the Edith Abbott Memorial Library is allowed only in designated areas and under specified conditions:-

- ~~Lobby Area~~
- ~~Meeting and study rooms (as pre-approved by a supervisor)~~
- ~~Library programs and receptions~~
- ~~Spill-proof containers of water are allowed throughout all public areas of the library~~

The consumption of alcoholic beverages is prohibited within all areas of the library.

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# Library Board

Monday, December 17, 2018

Regular Meeting

## Item F2

### Approval of 2019 Library Board Meeting Schedule

*The January 2019 meeting needs to be rescheduled due to our closure on Martin Luther King Jr. Day. All other scheduled days appear to be conflict free. Board approval of this schedule is recommended.*

Staff Contact: Ed Meedel

## **2019 LIBRARY BOARD MEETING DATES**

### **ALL MEETINGS SCHEDULED FOR 5:30 PM**

Monday, January 28 (rescheduled from January 21)

Monday, February 18

Monday, March 18

Monday, April 15

Monday, May 20

Monday, June 17

Monday, July 15

Monday, August 19

Monday, September 16

Monday, October 21

Monday, November 18

Monday, December 16