



## **Library Board**

**Monday, April 15, 2019  
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 March 21, 2019
5. Approval of Financial Reports
6. Approval of Bills Submitted - March 26, 2019 and April 9, 2019
7. Approval of Director's Report
8. Board Communications and Committee Reports

9. Approval of Proposed Fees for FY 2019-2020
10. Discussion of FY 2019-2020 Budget Goals
11. Next Meeting
12. Adjournment

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# **Library Board**

## **Monday, April 15, 2019**

### **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, April 15, 2019**

**Regular Meeting**

## **Item B1**

### **Approval of Minutes of March 21, 2019**

**Staff Contact:**

CITY OF GRAND ISLAND  
GRAND ISLAND PUBLIC LIBRARY BOARD  
OFFICIAL PROCEEDINGS  
MINUTES OF REGULAR LIBRARY BOARD MEETING  
March 21, 2019

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 A of the Library on Monday, March 21, 2019. Notice appeared in the *Grand Island Independent* on March 18, 2019; and was posted on March 18, 2019. A quorum present, President Ed Meedel called the meeting to order at 5:30 p.m. The following members were present: Jaime Parr, Tanya Hansen, Ben Boeselager, Maria Lopez and Kelli Arens. Steve Fosselman, Library Director and Vaughn Minton, Councilman were also present.

Open Meetings Law Notice: Provided by President Ed Meedel.

Public Participation: None

Approval of Minutes: Motion by Tanya Hansen, seconded by Kelli Arens carried unanimously to accept for filing the Minutes of the February 25, 2019 library board meeting.

REPORTS:

Approval of Financial Report: Motion by Ben Boeselager, seconded by Maria Lopez carried unanimously to accept for filing the January 2019 Financial Reports.

Approval of Bills Submitted: Motion by Ben Boeselager, seconded by Maria Lopez carried unanimously to accept for filing the February 26, 2019 and March 12, 2019 Bills Submitted.

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

Board Communications and Committee Reports: Renovation construction progress was discussed.

Discussion of GILIBRARY 2020 Mobile Outreach Planning Process and Discussion of GILIBRARY 2020 Library Branch Planning Process: After a presentation by Steve, it was discussed to get a Strategic Planning Committee set up to assist in gathering additional information to move forward with this process. Motion by Tanya Hansen, seconded by Kelli Arens carried unanimously to approve the development of a Strategic Planning Committee for the Library Mobile Outreach and Branch Planning Process and for Ben Boeselager, Maria Lopez and Ed Meedel to be on the committee.

Next Meeting: Monday, April 15, 2019 at 5:30 pm.

There being no other business the meeting was adjourned at 6:28 p.m.

Tanya Hansen, Secretary

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# **Library Board**

## **Monday, April 15, 2019**

### **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:

02/25/2019 16:24  
briansc

CITY OF GRAND ISLAND  
LIBRARY REVENUES  
FOR THE MONTH ENDED JANUARY 2019

P 1  
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FOR 2019 04		JOURNAL DETAIL 2019 4 TO 2019 4						
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	-25,000	-25,000	-5,000.00	.00	.00	-20,000.00	20.0%
74365	STATE GRANTS	-7,653	-7,653	.00	.00	.00	-7,653.00	.0%
74576	COPY MACHINE USE FEES	-10,000	-10,000	-3,156.94	-1,003.05	.00	-6,843.06	31.6%
74703	FINES AND PENALTIES	-25,000	-25,000	-5,527.86	-1,597.25	.00	-19,472.14	22.1%
74725	NONRESIDENT CARD FEE	-5,500	-5,500	-1,690.00	-430.00	.00	-3,810.00	30.7%
74795	OTHER REVENUE	-26,000	-26,000	-8,949.82	-8,132.33	.00	-17,050.18	34.4%
	TOTAL LIBRARY	-99,153	-99,153	-24,324.62	-11,162.63	.00	-74,828.38	24.5%
	TOTAL GENERAL FUND	-99,153	-99,153	-24,324.62	-11,162.63	.00	-74,828.38	24.5%

02/25/2019 16:24  
briansc

CITY OF GRAND ISLAND  
LIBRARY EXPENSES  
FOR THE MONTH ENDED JANUARY 2019

P 1  
glytdbud

FOR 2019 04		JOURNAL DETAIL 2019 4 TO 2019 4						
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	364,425.59	81,028.44	.00	680,314.41	34.9%
85115	F.I.C.A. PAYROLL TAXES	75,851	75,851	26,178.24	5,620.20	.00	49,672.76	34.5%
85120	HEALTH INSURANCE	124,644	124,644	36,148.68	8,718.66	.00	88,495.32	29.0%
85125	LIFE INSURANCE	1,577	1,577	515.59	121.42	.00	1,061.41	32.7%
85130	DISABILITY INSURANCE	2,006	2,006	633.91	160.56	.00	1,372.09	31.6%
85145	PENSION CONTRIBUTION	44,350	44,350	16,894.52	3,777.65	.00	27,455.48	38.1%
85150	WORKERS COMPENSATION	1,313	1,313	.00	.00	.00	1,313.00	.0%
85160	OTHER EMPLOYEE BENEFITS	1,000	1,000	387.12	58.56	.00	612.88	38.7%
85161	HRA-VEBA	12,090	12,090	4,184.81	904.81	.00	7,905.19	34.6%
85213	CONTRACT SERVICES	10,000	10,000	2,810.00	100.00	.00	7,190.00	28.1%
85241	COMPUTER SERVICES	26,848	26,848	3,658.44	1,500.00	.00	23,189.56	13.6%
85245	PRINTING & BINDING SERVICES	2,300	2,300	.00	.00	.00	2,300.00	.0%
85305	UTILITY SERVICES	60,000	60,000	10,000.07	3,545.23	.00	49,999.93	16.7%
85317	NATURAL GAS	5,000	5,000	773.21	520.20	.00	4,226.79	15.5%
85319	REPAIR & MAIN-LAND IMP/IRRIGA	1,000	1,000	90.00	.00	.00	910.00	9.0%
85324	REPAIR & MAINT - BUILDING	23,000	23,000	3,689.37	703.89	565.00	18,745.63	18.5%
85330	REPAIR & MAINT-OFF FURN & EQ	24,000	24,000	8,931.15	7,926.45	.00	15,068.85	37.2%
85335	REPAIR & MAINT - VEHICLES	480	480	98.65	.00	.00	381.35	20.6%
85350	SANITATION SERVICE	900	900	114.90	38.30	.00	785.10	12.8%
85413	POSTAGE	7,000	7,000	1,858.66	511.18	.00	5,141.34	26.6%
85416	ADVERTISING	800	800	76.52	29.56	.00	723.48	9.6%
85422	DUES & SUBSCRIPTIONS	26,000	26,000	8,526.33	4,187.00	.00	17,473.67	32.8%
85425	BOOKS	109,275	109,275	27,632.71	5,787.56	.00	81,642.29	25.3%
85426	AV/ELECTRONIC MEDIA	109,328	109,328	45,560.17	7,739.43	.00	63,767.83	41.7%
85427	PERIODICALS	17,000	17,000	14,937.20	.00	.00	2,062.80	87.9%
85428	TRAVEL & TRAINING	3,000	3,000	2,142.76	19.24	.00	857.24	71.4%
85453	CASH OVER & SHORT	100	100	12.40	4.53	.00	87.60	12.4%
85490	OTHER EXPENDITURES	450	450	330.29	86.29	.00	119.71	73.4%
85505	OFFICE SUPPLIES	60,000	60,000	15,016.88	5,557.34	.00	44,983.12	25.0%
85510	CLEANING SUPPLIES	5,000	5,000	1,194.84	23.94	.00	3,805.16	23.9%
85515	GASOLINE	500	500	147.25	44.16	.00	352.75	29.5%
85540	SMALL TOOLS & PARTS	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL LIBRARY		1,814,552	1,814,552	596,970.26	138,714.60	565.00	1,217,016.74	32.9%
TOTAL GENERAL FUND		1,814,552	1,814,552	596,970.26	138,714.60	565.00	1,217,016.74	32.9%



02/25/2019 16:21  
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CITY OF GRAND ISLAND  
ALL REVENUES

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FOR THE MONTH ENDED JANUARY 2019

FOR 2019 04		JOURNAL DETAIL 2019 4 TO 2019 4						
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								
<a href="#">29555001 74602 PLANNING COMMISSION</a>		-120	-120	.00	.00	.00	-120.00	.0%
TOTAL PLANNING COMMISSION PLAQUE		-120	-120	.00	.00	.00	-120.00	.0%
74701 EDITH ABBOTT MEMORIAL LIBRARY								
<a href="#">29555001 74701 EDITH ABBOTT MEMORI</a>		-700,000	-700,000	-750.00	.00	.00	-699,250.00	.1%
<a href="#">29555001 74701 100 EDITH ABBOTT MEM</a>		-500	-500	.00	.00	.00	-500.00	.0%
<a href="#">29555001 74701 103 EDITH ABBOTT MEM</a>		-1,000	-1,000	.00	.00	.00	-1,000.00	.0%
TOTAL EDITH ABBOTT MEMORIAL LIBRA		-701,500	-701,500	-750.00	.00	.00	-700,750.00	.1%
74735 CONTINGENCY PROJECTS								
<a href="#">29555001 74735 CONTINGENCY PROJECT</a>		-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								
<a href="#">29555001 74799 CREDIT CARD REBATE</a>		-164	-164	.00	.00	.00	-164.00	.0%

02/25/2019 16:18  
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CITY OF GRAND ISLAND  
ALL EXPENSES

P 170  
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FOR THE MONTH ENDED JANUARY 2019

FOR 2019 04		JOURNAL DETAIL 2019 4 TO 2019 4						
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								
<a href="#">29555001 85041</a>	<a href="#">PLANNING COMMISSION</a>	120	120	.00	.00	.00	120.00	.0%
<a href="#">29555001 85042</a>	<a href="#">EDITH ABBOTT MEMORI</a>	1,800,000	1,800,000	791,689.29	202,259.33	-635,759.53	1,644,070.24	8.7%
<a href="#">2019/04/000018</a>	01/08/2019 API	2.19	VND 999999	VCH462735	REFUND CUSTOMERS	PRIMETIME PROGRAM REFUND		210979
<a href="#">2019/04/000129</a>	01/22/2019 API	162,239.72	VND 010761	VCH463650	CHEEVER CONSTRUCTION	LIBRARY RENOVATION CONSTRUCTIO		211125
<a href="#">2019/04/000129</a>	01/22/2019 API	33,938.92	VND 010761	VCH463651	CHEEVER CONSTRUCTION	LIBRARY RENOVATION CONSTRUCTIO		211125
<a href="#">2019/04/000129</a>	01/22/2019 API	1,224.64	VND 001257	VCH463653	CLARK ENERSEN PARTNE	ARCHITECTURAL SERVICES CONTRAC		211131
<a href="#">2019/04/000129</a>	01/22/2019 API	4,853.86	VND 010841	VCH463658	MIDWEST STORAGE SOLU	SHELVING FOR RENOVATION PROJEC		211178
<a href="#">29555001 85042 100</a>	<a href="#">EDITH ABBOTT MEM</a>	500	500	.00	.00	.00	500.00	.0%
<a href="#">29555001 85042 103</a>	<a href="#">EDITH ABBOTT MEM</a>	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL OPERATING EXPENSES		1,801,620	1,801,620	791,689.29	202,259.33	-635,759.53	1,645,690.24	8.7%
96 CAPITAL OUTLAY								
<a href="#">29555001 85010</a>	<a href="#">CONTINGENCY PROJECT</a>	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		2,051,620	2,051,620	791,689.29	202,259.33	-635,759.53	1,895,690.24	7.6%
TOTAL LOCAL ASSISTANCE		2,086,815	2,086,815	798,396.02	207,601.06	-635,759.53	1,924,178.51	7.8%
TOTAL EXPENSES		2,086,815	2,086,815	798,396.02	207,601.06	-635,759.53	1,924,178.51	

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# **Library Board**

**Monday, April 15, 2019**

**Regular Meeting**

## **Item B3**

### **Approval of Bills Submitted - March 26, 2019 and April 9, 2019**

*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**

032619

<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						
85213		CONTRACT SERVICES						
0	10168	BANK OF AMERICA	"DAHLKE-REMOVE SNOW/FEB 15,17,	TXN00055603			6208	950.00
85241		COMPUTER SERVICES						
0	10168	BANK OF AMERICA	FOUR WINDS-Annual Maintenance	TXN00055880			6208	1,588.25
85324		REPAIR & MAINT - BUILDING						
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00055731			6208	19.26
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00055827			6208	36.23
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00056052			6208	6.76
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00055974			6208	23.52
0	10168	BANK OF AMERICA	CRESCENT - Bulbs	TXN00055851			6208	228.19
0	10168	BANK OF AMERICA	HYDRO TECH - Inspection	TXN00055871			6208	386.95
0	10168	BANK OF AMERICA	NE SAFETY&FIRE-Fire Alarm Insp	TXN00055891			6208	335.00
0	10168	BANK OF AMERICA	PrestoX - Pest Control	TXN00055899			6208	140.00
0	10168	BANK OF AMERICA	SAMS - Supplies	TXN00055870			6208	118.88
1	392	TELEPHONE SYSTEMS OF NE INC	SECURITY CAMERA REPAIRS	153740511	35217		0	241.78
85330		REPAIR & MAINT - OFF FURN & EQ						
0	10168	BANK OF AMERICA	KONICA - Monthly Invoice	TXN00056189			6208	47.46
0	10168	BANK OF AMERICA	VENMILL - Parts for DVD Cleane	TXN00055866			6208	194.88
85350		SANITATION SERVICE						
0	10168	BANK OF AMERICA	MID NE DISPOSAL - Sanitation	TXN00055894			6208	38.30
85413		POSTAGE						
1	344	MIDWEST CONNECT LLC	POSTAGE	GI11 02/16/19			0	237.87
85416		ADVERTISING						
1	214	MIDLANDS NEWSPAPERS INC	ADVERTISING	10040440 - FEB 2019			0	29.56
85422		DUES & SUBSCRIPTIONS						
1	3767	OCLC ONLINE COMPUTER LIBRARY	OCLC	647860	35206		0	2,091.83
85425		BOOKS						
0	10168	BANK OF AMERICA	AMAZON - Book	TXN00055778			6208	17.80
0	10168	BANK OF AMERICA	AMAZON - DVD	TXN00055694			6208	8.69
0	10168	BANK OF AMERICA	BRODART - Books	TXN00055994			6208	4,035.88
1	469	NE SUPREME COURT	REFERENCE BOOKS	LEGAL BOOKS-MAR 2019	35238		0	164.80

## Schedule of Bills

032619

<b>Vendor</b>								
<b>Org</b>	<b>Object</b>	<b>Name/Number</b>	<b>Description</b>	<b>Invoice</b>	<b>PO #</b>	<b>WO#</b>	<b>Check #</b>	<b>Amount</b>
<b>10044301</b>		<b>LIBRARY</b>						
<b>85426</b>		<b>AV/ELECTRONIC MEDIA</b>						
0	10168	BANK OF AMERICA	AMAZON - DVD	TXN00055694			6208	99.36
0	10168	BANK OF AMERICA	FINDAWAY - Playaways	TXN00055878			6208	44.99
0	10168	BANK OF AMERICA	RECORDED BOOKS - Zinio Renewa	TXN00055636			6208	1,436.37
0	10168	BANK OF AMERICA	RECORDED BOOKS - RBDigital	TXN00055635			6208	2,529.60
1	562	MIDWEST TAPE	DVD'S & PLAYAWAYS	97020847	10326		0	550.08
1	562	MIDWEST TAPE	DVD'S & PLAYAWAYS	97057101	10326		0	1,352.28
1	562	MIDWEST TAPE	FEB 2019 HOOPLA	97059433	10326		0	3,569.58
<b>85490</b>		<b>OTHER EXPENDITURES</b>						
1	8792	CHASE PAYMENTECH LLC	FEB 2019 CREDIT CARD USER FEE	2019 FEB 6614			6181	57.11
<b>85505</b>		<b>OFFICE SUPPLIES</b>						
0	10168	BANK OF AMERICA	AMAZON - Programming Supplies	TXN00055975			6208	152.28
0	10168	BANK OF AMERICA	BRODART - Books	TXN00055994			6208	909.94
0	10168	BANK OF AMERICA	DEMCO - Supplies	TXN00055976			6208	96.11
0	10168	BANK OF AMERICA	HOBBY LOBBY - Craft Supplies	TXN00055732			6208	14.38
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00056108			6208	159.02
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00055829			6208	211.28
0	10168	BANK OF AMERICA	TLS - Shelving	TXN00056214			6208	781.16
0	10168	BANK OF AMERICA	ULINE - Dvd cases	TXN00055738			6208	138.13
0	10168	BANK OF AMERICA	WALMART - Supplies	TXN00055667			6208	30.74
<b>85515</b>		<b>GASOLINE</b>						
1	83	CITY OF GRAND ISLAND-TREASURI	REPAIR SHOP FEBRUARY 2019	LIBR 2019-02			0	25.49

**10044301 Org Total 23,099.79**

**Schedule of Bills**

032619

		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>
29555001		OTHER DEPARTMENT PROJECTS						
85042		EDITH ABBOTT MEMORIAL LIBRARY						
1	4289	AOI CORPORATION	FURNITURE FOR RENOVATION	161730	35088		0	57,080.50
0	10168	BANK OF AMERICA	HYVEE - Food for Primetime	TXN00055996			6208	170.00
0	10168	BANK OF AMERICA	SAM - Food for Primetime	TXN00055920			6208	119.33
1	1257	THE CLARK ENERSEN PARTNERS IN	LIBRARY RENO ARCHITECTURAL SERVICES	12	34041		0	1,394.14
1	165	EAKES INC	FURNITURE FOR RENOVATION PROJECT	7682954-0	35032		0	16,067.25

29555001 Org Total 74,831.22

Prepared by

*Nancy Brauch*

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 3/22/19
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 3/25/19
Library Board Secretary <i>Tanya Hansen</i>	

**Schedule of Bills**

040919

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<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						
85150			WORKERS COMPENSATION					
1	36	CITY OF GRAND ISLAND-FINANCE I	2019FY WORK COMP BASE CLAIMS THRU 02/28/19	FEB 2019 W COMP BASE			0	877.44
85213			CONTRACT SERVICES					
0	10168	BANK OF AMERICA	DAHLKE LAWN CARE - Snow Removal	TXN00056647			6222	900.00
85241			COMPUTER SERVICES					
0	10168	BANK OF AMERICA	ZOOBEAN - Database	TXN00056514			6222	1,195.00
85305			UTILITY SERVICES					
1	91	CITY OF GRAND ISLAND-UTILITIES	INTERDEPARTMENTAL UTILITY BILLS	MAR 2019			0	4,109.20
85317			NATURAL GAS					
1	336	NORTHWESTERN ENERGY	NATURAL GAS BILL	19FEB2646500 5			0	1,325.06
85324			REPAIR & MAINT - BUILDING					
0	10168	BANK OF AMERICA	ACE - Maintenance Supplies	TXN00056363			6222	93.15
0	10168	BANK OF AMERICA	SHERWIN WILLIAMS - Maintenance	TXN00056462			6222	48.71
85330			REPAIR & MAINT - OFF FURN & EQ					
1	10416	AUDIO MARKETING SOLUTIONS	REMOTE LABOR	58561	35221		0	35.00
85413			POSTAGE					
1	344	MIDWEST CONNECT LLC	POSTAGE	GI11 03/01/19			0	195.76
85425			BOOKS					
0	10168	BANK OF AMERICA	BRODART - Books	TXN00056616			6222	4,046.96
85426			AV/ELECTRONIC MEDIA					
1	562	MIDWEST TAPE	AUDIOBOOKS & DVDS	97084695	10326		0	532.26
1	562	MIDWEST TAPE	DVD'S & AUDIOBOOKS	97116288	10326		0	338.13
85505			OFFICE SUPPLIES					
0	10168	BANK OF AMERICA	BRODART - Books	TXN00056616			6222	886.10
0	10168	BANK OF AMERICA	Duraready - Processing Supplie	TXN00056782			6222	320.66
0	10168	BANK OF AMERICA	LIBRARY STORE - Supplies	TXN00056662			6222	1,208.78
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00056540			6222	313.40
0	10168	BANK OF AMERICA	QUILL - Supplies	TXN00056465			6222	338.26
0	10168	BANK OF AMERICA	WALMART - Supplies	TXN00056778			6222	29.85
0	10168	BANK OF AMERICA	WALMART - Supplies	TXN00056681			6222	40.52

## Schedule of Bills

040919

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<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- Primetime	TXN00056299			6222	58.93
0	10168	BANK OF AMERICA	SONIC - Primetime	TXN00056602			6222	60.00
0	10168	BANK OF AMERICA	SUPER SAVER - Primetime	TXN00056352			6222	21.98
0	10168	BANK OF AMERICA	SUPER SAVER - Primetime	TXN00056331			6222	51.92
0	10168	BANK OF AMERICA	SUPER SAVER - Primetime	TXN00056626			6222	53.77
1	1257	THE CLARK ENERSEN PARTNERS IN	FEB 2019 ARCHITECTURAL SERVICES/LIBRARY RENOVATION	13	34041		0	3,650.76

29555001 Org Total 3,897.36

Prepared By

*Nancy Brouch*

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 4/8/19
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 4/9/19
Library Board Secretary <i>Tanya Hansen</i>	



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# **Library Board**

## **Monday, April 15, 2019**

### **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:

Title	Date	Primary Event Type
<a href="#">Regular reading helps students thrive (Independent)</a>	3/1/2019	Media
Saturday Storytime-Dr. Seuss's Birthday Bash	3/2/2019	Storytime
<a href="#">Library's birthday bash celebrates Dr. Seuss (Independent)</a>	3/2/2019	Media
Mid Nebraska Rabbit Club	3/3/2019	Public Meeting
<a href="#">Library plans free spring break programs (Independent)</a>	3/3/2019	Media
Lapsit (Play and Read)	3/4/2019	Lapsits
Teen Library Corps (TLC)	3/4/2019	Teen General Program
<a href="#">Library plans free spring break programs (107.7 The Island)</a>	3/4/2019	Media
Baby & Toddler Lapsit-Rock and Read	3/5/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	3/5/2019	Family Storytime
2019 Book Club for Adults	3/5/2019	Book Club for Adults
Storytime (Ready to Read)	3/6/2019	Storytime
Starr ELL Family Night	3/6/2019	Children's Literacy Event
<a href="#">Prime Time program helps Grand Island kids improve in school (Independent)</a>	3/6/2019	Media
BookBop	3/7/2019	Storytime
Spring Break Movie for Youth	3/8/2019	Children's Spring Break Program
Saturday Storytime	3/9/2019	Storytime
Prime Time Family Reading Time - Preschool	3/9/2019	Children's Literacy Event
Prairie Pioneer Genealogy Assistance	3/9/2019	Adult Cultural Program
Grand Island Gaming Guild	3/9/2019	Hosting Meeting
<a href="#">Prime Time program helps young kids learn to read (Local 4 News)</a>	3/9/2019	Media
Laos Community	3/10/2019	Public Meeting
<a href="#">LIBRARY ALIVE: Which comes first, spring weather or end to renovation? (Independent)</a>	3/10/2019	Media
HomeSchoolers Program	3/11/2019	Children's Literacy Event
Children's Spring Break - St. Patrick's Day Fun	3/11/2019	Children's Spring Break Program
Teen/Tween Spring Break - Video Game Hangout	3/11/2019	Teen Spring Break Program
Children's Spring Break - GICC's "Matilda"	3/12/2019	Children's Spring Break Program
Teen/Tween Spring Break - Escape Games	3/12/2019	Teen Spring Break Program
<a href="#">GICC students bring 'Matilda' to life on stage — and at the library (Independent)</a>	3/12/2019	Media
Prairie Pioneer Genealogy Assistance	3/13/2019	Adult Cultural Program
Children's Spring Break - Bad Kitty	3/13/2019	Children's Spring Break Program
Teen/Tween Spring Break - DIY Iron-On T-Shirts	3/13/2019	Teen Spring Break Program
<a href="#">'Social Justice Sisters' featured in next Nebraska Lecture (UNL)</a>	3/13/2019	Media
Prime Time Family Reading Time - Elementary	3/14/2019	Children's Literacy Event
Children's Spring Break - Bug Adventure	3/14/2019	Children's Spring Break Program
Teen/Tween Spring Break - Paper Circuits with Anime Club	3/14/2019	Teen Spring Break Program
Spring Break Movie for Youth	3/15/2019	Children's Spring Break Program
Saturday Storytime - Stories and Crafts with Remi the Comfort Dog	3/16/2019	Storytime
Prime Time Family Reading Time - Preschool	3/16/2019	Children's Literacy Event
Heartland Workers Center	3/16/2019	Public Meeting

Call for more details - some programs require registration

<a href="#">SATURDAY SALUTE: Spreading the news (Independent)</a>	3/16/2019	Media
Lapsit (Play and Read)	3/18/2019	Lapsits
Teen Library Corps (TLC)	3/18/2019	Teen General Program
Baby & Toddler Lapsit-Rock and Read	3/19/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	3/19/2019	Family Storytime
Come, Sit & Breathe	3/19/2019	General Program
Nebraska Migrant Education Program	3/19/2019	Public Meeting
<a href="#">Public library makes address change (Independent)</a>	3/19/2019	Media
Storytime (Ready to Read)	3/20/2019	Storytime
BookBop	3/21/2019	Storytime
Prime Time Family Reading Time - Elementary	3/21/2019	Children's Literacy Event
Library Board Meeting	3/21/2019	Library Board
Saturday Storytime	3/23/2019	Storytime
Prime Time Family Reading Time - Preschool	3/23/2019	Children's Literacy Event
HOBY Youth Leadership	3/23/2019	Public Meeting
Nebraska Archaeological Society	3/23/2019	Public Meeting
Fair Nebraska	3/24/2019	Public Meeting
<a href="#">LIBRARY ALIVE: Spring is here, so stand clear! (Independent)</a>	3/24/2019	Media
Lapsit (Play and Read)	3/25/2019	Lapsits
To Read or Not to Read Book Club	3/25/2019	Book Club for Adults
Youth Leadership Tomorrow	3/25/2019	Public Meeting
Senator Ben Sasse Mobile Office	3/25/2019	Public Meeting
Livable Community Transportation Focus Group	3/25/2019	Public Meeting
Head Start Outreach	3/25/2019	Outreach
Livable Community Civic Engagement & Employment Focus Group	3/26/2019	Public Meeting
Baby & Toddler Lapsit-Rock and Read	3/26/2019	Baby & Toddler Lapsits
Livable Community Housing Focus Group	3/26/2019	Public Meeting
Pajametime (Family Storyhour)	3/26/2019	Family Storytime
Come, Sit & Breathe	3/26/2019	General Program
Livable Community Outdoor Spaces & Places Focus Group	3/27/2019	Public Meeting
Storytime (Ready to Read)	3/27/2019	Storytime
Livable Community Community Support & Health Services Focus Group	3/27/2019	Public Meeting
Grand Island Latino Network	3/27/2019	Public Meeting
BookBop	3/28/2019	Storytime
Prime Time Family Reading Time - Elementary	3/28/2019	Children's Literacy Event
<a href="#">Proposed federal cuts to libraries send wrong message (Independent)</a>	3/29/2019	Media
Saturday Storytime	3/30/2019	Storytime
Prime Time Family Reading Time - Preschool	3/30/2019	Children's Literacy Event
<a href="#">Club Calendar - April 2019 [Book Club] (Independent)</a>	3/31/2019	Media
<a href="#">Child abuse prevention is our priority [Abbott Sisters] (Independent)</a>	3/31/2019	Media
<a href="#">Altrusa International of Grand Island [library presentation] (Independent)</a>	3/31/2019	Media

Call for more details - some programs require registration

<a href="#">Grand Island Public Library to celebrate National Library Week (NTV)</a>	3/31/2019	Media
Lapsit (Play and Read)	4/1/2019	Lapsits
Prairie Stitchers	4/1/2019	Public Meeting
Teen Library Corps (TLC)	4/1/2019	Teen General Program
Hall County Sign Language Team	4/1/2019	Public Meeting
<a href="#">Nebraska Library Commission Awards Grants for Youth Library Servi</a>	4/1/2019	Media
Baby & Toddler Lapsit-Rock and Read	4/2/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	4/2/2019	Family Storytime
2019 Book Club for Adults	4/2/2019	Book Club for Adults
Come, Sit & Breathe	4/2/2019	General Program
Storytime (Ready to Read)	4/3/2019	Storytime
Central NE Manufacturing Partnership Public Partner Meeting	4/3/2019	Public Meeting
GIPS Meeting Tour ELL Staff	4/3/2019	Adult Tour
BookBop	4/4/2019	Storytime
Prime Time Family Reading Time - Elementary	4/4/2019	Children's Literacy Event
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	4/6/2019	Storytime
Prime Time Family Reading Time - Preschool	4/6/2019	Children's Literacy Event
<a href="#">G.I. Public Library celebrating National Library Week (Independent)</a>	4/6/2019	Media
Alpha Delta Kappa	4/6/2019	Public Meeting
<a href="#">LIBRARY ALIVE: Escape your everyday routine (Independent)</a>	4/7/2019	Media
Lapsit (Play and Read)	4/8/2019	Lapsits
Grand Island Service Providers	4/8/2019	Public Meeting
HomeSchoolers Program	4/8/2019	Children's Literacy Event
Teen Volunteer Appreciation Night	4/8/2019	Teen General Program
Grand Island Service Providers	4/8/2019	Public Meeting
<a href="#">Library adds Mark Twain sculpture (Independent)</a>	4/8/2019	Media
Baby & Toddler Lapsit-Rock and Read	4/9/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	4/9/2019	Family Storytime
Come, Sit & Breathe	4/9/2019	General Program
Arc of Central Nebraska	4/9/2019	Public Meeting
<a href="#">Mark Twain statue installed at Grand Island Public Library [video] (Independent)</a>	4/9/2019	Media
<a href="#">Local library unveils Mark Twain statue (Local 4 News)</a>	4/9/2019	Media
Storytime (Ready to Read)	4/10/2019	Storytime
Prairie Pioneer Genealogy Assistance	4/10/2019	Adult Cultural Program
<a href="#">Steering committee asks for input on proposed children's museum (NTV)</a>	4/10/2019	Media
<a href="#">Grand Island Public Library is taking shape with its new remodel in the teen area (NTV)</a>	4/10/2019	Media
BookBop	4/11/2019	Storytime
Prime Time Family Reading Time - Elementary	4/11/2019	Children's Literacy Event
Patron Appreciation Day - Cookies in the Meeting Commons	4/12/2019	General Program
Saturday Storytime	4/13/2019	Storytime

Call for more details - some programs require registration

Prime Time Family Reading Time - Preschool	4/13/2019	Children's Literacy Event
Prairie Pioneer Genealogy Assistance	4/13/2019	Adult Cultural Program
Grand Island Gaming Guild	4/13/2019	Hosting Meeting
Nebraska Warrior Writers	4/13/2019	Hosting Meeting
Lapsit (Play and Read)	4/15/2019	Lapsits
Teen Library Corps (TLC)	4/15/2019	Teen General Program
Pageturners	4/15/2019	Book Club for Adults
Library Board Meeting	4/15/2019	Library Board
Heartland Workers Center	4/15/2019	Public Meeting
Pageturners	4/15/2019	Book Club for Adults
Baby & Toddler Lapsit-Rock and Read	4/16/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	4/16/2019	Family Storytime
Come, Sit & Breathe	4/16/2019	General Program
Grand Island Community Foundation Children's Museum Focus Group	4/16/2019	Public Meeting
Storytime (Ready to Read)	4/17/2019	Storytime
BookBop	4/18/2019	Storytime
Prime Time Family Reading Time - Elementary	4/18/2019	Children's Literacy Event
Hall County Housing Authority	4/19/2019	Public Meeting
Saturday Storytime - Stories and Crafts with Remi the Comfort Dog	4/20/2019	Storytime
Library Closed - Easter	4/21/2019	Hours Change
Lapsit (Play and Read)	4/22/2019	Lapsits
Baby & Toddler Lapsit-Rock and Read	4/23/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	4/23/2019	Family Storytime
Come, Sit & Breathe	4/23/2019	General Program
Livable Community (three focus group meetings)	4/24/2019	Public Meeting
Storytime (Ready to Read)	4/24/2019	Storytime
BookBop	4/25/2019	Storytime
Grand Island Children's Museum Steering Committee	4/26/2019	Public Meeting
Saturday Storytime	4/27/2019	Storytime
ESU10 Training	4/27/2019	Hosting Meeting
Nebraska Archaeological Society	4/27/2019	Public Meeting
Library Grand Reopening/Open House	4/28/2019	General Program
Lapsit (Play and Read)	4/29/2019	Lapsits
To Read or Not to Read Book Club	4/29/2019	Book Club for Adults
Baby & Toddler Lapsit-Rock and Read	4/30/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	4/30/2019	Family Storytime
Come, Sit & Breathe	4/30/2019	General Program
Association of Nebraska Art Clubs Traveling Art Show		Art Alcove
ESU10 Training	5/4/2019	Hosting Meeting
Nebraska Warrior Writers	5/4/2019	Hosting Meeting
Teen Library Corps (TLC)	5/6/2019	Teen General Program
HomeSchoolers Program	5/6/2019	Children's Literacy Event
2019 Book Club for Adults	5/7/2019	Book Club for Adults
Come, Sit & Breathe	5/7/2019	General Program
Prairie Pioneer Genealogy Assistance	5/8/2019	Adult Cultural Program
Prairie Pioneer Genealogy Assistance	5/11/2019	Adult Cultural Program

Call for more details - some programs require registration

Nebraska Warrior Writers	5/11/2019	Hosting Meeting
Grand Island Gaming Guild	5/11/2019	Hosting Meeting
Come, Sit & Breathe	5/14/2019	General Program
Nebraska Warrior Writers	5/18/2019	Hosting Meeting
Library Board Meeting	5/20/2019	Library Board
Teen Library Corps (TLC)	5/20/2019	Teen General Program
Come, Sit & Breathe	5/21/2019	General Program
A Universe of Stories Summer Reading Kickoff for All Ages	5/23/2019	Summer Reading
A Universe of Stories Summer Reading Kickoff for All Ages	5/24/2019	Summer Reading
Nebraska Warrior Writers	5/25/2019	Hosting Meeting
Cricut Iron-ons	5/25/2019	Adult Summer Reading
Library Closed - Memorial Day	5/26/2019	Hours Change
Library Closed - Memorial Day	5/27/2019	Hours Change
Come, Sit & Breathe	5/28/2019	General Program
Baby Lapsit	5/28/2019	Children's Summer Reading
Stories & Crafts	5/28/2019	Children's Summer Reading
Golden Sower Club	5/29/2019	Children's Summer Reading
Preschooler Storytime - Place in Space	5/29/2019	Children's Summer Reading
Reading Enrichment Club Kickoff - A Universe of Bugs!	5/30/2019	Children's Summer Reading
Thinker Thursdays - K-4th Grade	5/30/2019	Children's Summer Reading
Thinker Thursdays - 5th-12th Grade	5/30/2019	Teen Summer Reading

Call for more details - some programs require registration

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# **Library Board**

## **Monday, April 15, 2019**

### **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:

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# **Library Board**

## **Monday, April 15, 2019**

### **Regular Meeting**

## **Item F1**

### **Approval of Proposed Fees for FY 2019-2020**

*The first step in the City's budget process is each department's proposal for the fee schedule. This year the City is seeking ways to increase revenues including fees. Various existing library fees and City Finance proposals are attached, along with library staff proposals for new Makerspace related fees. All fees approved by the library board at this meeting will be transmitted on April 16 to the City Finance Department.*

Staff Contact: Steve Fosselman



Fee Schedule for 2019-2020									Department
	2014	2015	2016	2017	2018	2019	Finance Proposed 2020	% Increase	Proposed Fee
<b>LIBRARY</b>									
Overdue charge on Library Materials (per item per day)	.15 Juvenile .30 Adult	.15 Juvenile .30 Adult	.15 Juvenile .30 Adult	.15 Juvenile .30 Adult	.15 Juvenile .30 Adult	.15 Juvenile .30 Adult	.20 Juvenile .35 Adult	16.67% or 33.33%	
Interlibrary loan per item (plus postage)	2.00	2.00	2.00	2.00	2.00	2.00	2.25	12.50%	
Photocopy/Computer Print (mono, 8 1/2"x11" or 14")	0.10	0.10	0.10	0.10	0.10	0.10	0.20	100.00%	
Photocopy/Computer Print (mono, 11"x17")	0.25	0.25	0.25	0.25	0.25	0.25	0.50	100.00%	
Photocopy/Computer Print (color, 8 1/2"x11")	0.75	0.75	0.75	0.75	0.75	0.75	1.00	33.33%	
Photocopy/Computer Print (color, 8 1/2"x14")	1.00	1.00	1.00	1.00	1.00	1.00	1.25	25.00%	
Photocopy/Computer Print (color, 11"x17")	1.50	1.50	1.50	1.50	1.50	1.50	1.75	16.67%	
Microform Reader-printer copy	0.50	0.50	0.50	0.50	0.50	0.50	0.75	50.00%	
Replacement Fee for Lost ID Card	1.00/card	1.00/card	1.00/card	1.00/card	1.00/card	1.00/card	1.50/card	50.00%	
Processing Fee for Lost Material	Replacement Cost	Replacement Cost	Replacement Cost	Replacement Cost	Replacement Cost	Replacement Cost	Replacement Cost		
<b>FAX Services</b>									
Outgoing - Staff assisted - U.S. only	1st page 3.00 additional pages 1.50	1st page 3.00 additional pages 1.50	1st page 3.00 additional pages 1.50	1st page 3.00 additional pages 1.50	1st page 3.00 additional pages 1.50	1st page 3.00 additional pages 1.50	1st page 4.00 additional pages 1.75	33.33% 16.67%	
Incoming - Staff assisted	1st page 2.00 additional pages 1.00	1st page 2.00 additional pages 1.00	1st page 2.00 additional pages 1.00	1st page 2.00 additional pages 1.00	1st page 2.00 additional pages 1.00	1st page 2.00 additional pages 1.00	1st page 2.25 Additional pages 1.25	12.50% 25.00%	
Outgoing - Self service (Credit/Debit) - U.S.	1st page 1.50 additional pages 1.00	1st page 1.75 additional pages 1.00	1st page 1.75 additional pages 1.00	1st page 1.75 additional pages 1.00	1st page 1.75 additional pages 1.00	1st page 1.75 additional pages 1.00	1st page 2.00 Additional pages 1.25	14.29% 25.00%	
Outgoing - Self service (Credit/Debit) - International	1st page 4.95 additional pages 3.45	1st page 3.95 additional pages 3.45	1st page 3.95 additional pages 3.45	1st page 3.95 additional pages 3.45	1st page 3.95 additional pages 3.45	1st page 3.95 additional pages 3.45	1st page 4.50 additional pages 3.75	13.92% 8.70%	
Non-Resident Annual Card Fee (per household)	40.00	40.00	40.00	40.00	40.00	40.00	50.00	25.00%	
Non Resident 3 Month Card Fee (per household)	10.00	10.00	10.00	10.00	10.00	10.00	15.00	50.00%	
Purchase of computer disk	1.00/disk	1.00/disk	1.00/disk	1.00/disk	N/A	N/A	N/A		
Purchase of computer thumb drive	10.00	10.00	10.00	10.00	5.00	5.00	7.00	40.00%	
Purchase of computer head phones	1.00	1.00	1.00	1.00	1.00	1.00	2.00	100.00%	
Makerspace Non-Program Library Supplies									
3-D Printer filament (per gram)						0.10			
Cricut Machine library-supplied 8 1/2"x11" paper (per sheet)						0.10			
Cricut Machine library-supplied 8 1/2"x11" card stock (per sheet)						0.30			
Thermal Laminating (per pouch)									
Bookmark/Index/ID Card						0.15			
Letter size						0.20			
Legal size						0.40			
Button Maker (per button)									
Small (1")						0.10			
Large (2.25")						0.15			
Plotter/Large Format Printer/Vinyl Cutter (per foot)						2.50			
Laser Cutter/Engraver (per piece)									
Cork - 4" round or square						0.45			
Glassware						1.50			
Wood - 1/8" thick									
8" x 8"						1.00			
10" x 10"						1.15			
12" x 12"						1.50			
Wood - 1/4" thick									
12" x 12"						2.50			

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# **Library Board**

## **Monday, April 15, 2019**

### **Regular Meeting**

## **Item F2**

### **Discussion of FY 2019-2020 Budget Goals**

*Each year the library board discusses its desired budget goals at the beginning of the City's budgeting process. Preliminary guidance from City Administration is to project an overall increase not to exceed 2%. How projected revenues factor in is not clear at this time.*

Staff Contact: Steve Fosselman