



Library Board

**Monday, August 19, 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 July 15, 2019
5. Approval of Financial Reports
6. Approval of Bills Submitted - July 23, 2019 and August 13, 2019
7. Approval of Director's Report
8. Board Communications and Committee Reports

9. Discussion of FY 2019-2020 Budget Proposal
10. Next Meeting
11. Adjournment

Library Board

Monday, August 19, 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:

Library Board

Monday, August 19, 2019

Regular Meeting

Item B1

Approval of Minutes of July 15, 2019

Staff Contact:

CITY OF GRAND ISLAND
GRAND ISLAND PUBLIC LIBRARY BOARD
OFFICIAL PROCEEDINGS
MINUTES OF REGULAR LIBRARY BOARD MEETING
July 15, 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, July 15, 2019. Notice appeared in the *Grand Island Independent* on July 11, 2019; and was posted on July 11, 2019. 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 and Maria Lopez. 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 Kelli Arens, seconded by Ben Boeselager, carried unanimously to accept for filing the Minutes of the June 17, 2019 library board meeting.

REPORTS:

Approval of Financial Report: Motion by Kelli Arens, seconded by Maria Lopez, carried unanimously to accept for filing the both the April 2019 and May 2019 Financials.

Approval of Bills Submitted: Motion by Kelli Arens, seconded by Ben Boeselager, carried unanimously to accept for filing the June 25, 2019 and July 9, 2019 Bills Submitted.

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

Board Communications and Committee Reports: Ben Boeselager spoke on the meeting that he, Tanya Hansen and Jaime Parr had last week with the Hall County Supervisors. The library asked for \$40,000. They were informed that we will more than likely not receive the full \$40,000 but we should receive close to that amount. Ben also mentioned to the supervisors that it would be nice to not have to negotiate every 2 years and possibly go back to every 5 years. Steve spoke about the renovation project. The Certificate of Final Completion will be submitted to the city council at their first meeting in August. After that council meeting Cheever will be paid in full.

Discussion of FY 2019-2020 Budget Proposal: Steve brought up the need for an increase of FTE that is needed at the library. A formal FTE request must be submitted for this process to move forward. A Request for FTE has been submitted to city hall for 3 part time employees which would put the library back up to 25 FTE. These 3 additions would allow for the library to pursue an Outreach Program and possibly increase the hours of operation to 65 hours per week or more.

Discussion of Makerspace Policy: Board reviewed a draft of a Makerspace policy to be referred to committee. Final draft will be done after August.

Next Meeting: Monday, August 19, 2019 at 5:30 pm.

There being no other business the meeting was adjourned at 6:15 p.m.

Tanya Hansen, Secretary

Library Board

Monday, August 19, 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:

08/02/2019 13:54
briansc

CITY OF GRAND ISLAND
LIBRARY REVENUES

P 1
glytdbud

FOR THE MONTH ENDED JUNE 2019

FOR 2019 09		JOURNAL DETAIL 2019 9 TO 2019 9						
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	-15,000.00	.00	.00	-10,000.00	60.0%
74365	STATE GRANTS	-7,653	-7,653	-7,107.00	-7,107.00	.00	-546.00	92.9%
74576	COPY MACHINE USE FEES	-10,000	-10,000	-7,598.02	-986.00	.00	-2,401.98	76.0%
74703	FINES AND PENALTIES	-25,000	-25,000	-14,946.16	-2,340.50	.00	-10,053.84	59.8%
74725	NONRESIDENT CARD FEE	-5,500	-5,500	-4,000.00	-470.00	.00	-1,500.00	72.7%
74795	OTHER REVENUE	-26,000	-26,000	-14,659.67	.00	.00	-11,340.33	56.4%
	TOTAL LIBRARY	-99,153	-99,153	-63,310.85	-10,903.50	.00	-35,842.15	63.9%
	TOTAL GENERAL FUND	-99,153	-99,153	-63,310.85	-10,903.50	.00	-35,842.15	63.9%

08/02/2019 13:55
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CITY OF GRAND ISLAND
LIBRARY EXPENSES

P 1
glytdbud

FOR THE MONTH ENDED JUNE 2019

FOR 2019 09		JOURNAL DETAIL 2019 9 TO 2019 9						
ACCOUNTS FOR:	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	807,396.17	81,407.37	.00	237,343.83	77.3%
85110	SALARIES - OVERTIME	0	0	554.64	.00	.00	-554.64	100.0%
85115	F.I.C.A. PAYROLL TAXES	75,851	75,851	58,204.42	5,861.60	.00	17,646.58	76.7%
85120	HEALTH INSURANCE	124,644	124,644	81,562.02	9,006.58	.00	43,081.98	65.4%
85125	LIFE INSURANCE	1,577	1,577	1,172.54	131.39	.00	404.46	74.4%
85130	DISABILITY INSURANCE	2,006	2,006	1,431.96	154.34	.00	574.04	71.4%
85145	PENSION CONTRIBUTION	44,350	44,350	37,530.44	3,631.65	.00	6,819.56	84.6%
85150	WORKERS COMPENSATION	1,313	1,313	877.44	.00	.00	435.56	66.8%
85160	OTHER EMPLOYEE BENEFITS	1,000	1,000	588.42	40.26	.00	411.58	58.8%
85161	HRA-VEBA	12,090	12,090	9,354.81	940.00	.00	2,735.19	77.4%
85213	CONTRACT SERVICES	10,000	10,000	7,170.00	650.00	16,520.00	-13,690.00	236.9%
85241	COMPUTER SERVICES	26,848	26,848	16,512.13	5,050.87	2,476.98	7,858.89	70.7%
85245	PRINTING & BINDING SERVICES	2,300	2,300	1,772.43	206.52	.00	527.57	77.1%
85305	UTILITY SERVICES	60,000	60,000	30,011.69	4,204.44	.00	29,988.31	50.0%
85317	NATURAL GAS	5,000	5,000	4,763.45	254.99	.00	236.55	95.3%
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	17,589.90	961.67	5,775.22	-365.12	101.6%
85330	REPAIR & MAINT-OFF FURN & EQ	24,000	24,000	11,222.12	56.28	4,605.00	8,172.88	65.9%
85335	REPAIR & MAINT - VEHICLES	480	480	98.65	.00	.00	381.35	20.6%
85350	SANITATION SERVICE	900	900	306.40	38.30	.00	593.60	34.0%
85410	TELEPHONE EXPENSE	0	0	165.00	.00	70.00	-235.00	100.0%
85413	POSTAGE	7,000	7,000	4,453.54	513.60	.00	2,546.46	63.6%
85416	ADVERTISING	800	800	798.22	14.78	.00	1.78	99.8%
85422	DUES & SUBSCRIPTIONS	26,000	26,000	19,724.48	2,641.83	2,100.00	4,175.52	83.9%
85425	BOOKS	109,275	109,275	77,975.78	12,563.49	.00	31,299.22	71.4%
85426	AV/ELECTRONIC MEDIA	109,328	109,328	93,742.20	7,693.88	.00	15,585.80	85.7%
85427	PERIODICALS	17,000	17,000	15,152.40	57.20	.00	1,847.60	89.1%
85428	TRAVEL & TRAINING	3,000	3,000	2,496.39	48.72	.00	503.61	83.2%
85453	CASH OVER & SHORT	100	100	53.43	7.10	.00	46.57	53.4%
85490	OTHER EXPENDITURES	450	450	856.31	136.11	.00	-406.31	190.3%
85505	OFFICE SUPPLIES	60,000	60,000	49,292.63	4,608.91	2,025.00	8,682.37	85.5%
85510	CLEANING SUPPLIES	5,000	5,000	2,337.12	1,142.28	.00	2,662.88	46.7%
85515	GASOLINE	500	500	314.48	52.45	.00	185.52	62.9%
85540	SMALL TOOLS & PARTS	15,000	15,000	2,220.00	2,220.00	4,821.90	7,958.10	46.9%
TOTAL LIBRARY		1,814,552	1,814,552	1,357,791.61	144,296.61	38,394.10	418,366.29	76.9%
TOTAL GENERAL FUND		1,814,552	1,814,552	1,357,791.61	144,296.61	38,394.10	418,366.29	76.9%

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CITY OF GRAND ISLAND
ALL REVENUES

FOR THE MONTH ENDED JUNE 2019

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FOR 2019 09		JOURNAL DETAIL 2019 9 TO 2019 9						
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	.00	.00	.00	-120.00	.0%*
TOTAL PLANNING COMMISSION PLAQUE		-120	-120	.00	.00	.00	-120.00	.0%
74701 EDITH ABBOTT MEMORIAL LIBRARY								
29555001 74701 EDITH ABBOTT MEMORI		-700,000	-700,000	-204,825.00	.00	.00	-495,175.00	29.3%*
29555001 74701 100 EDITH ABBOTT MEM		-500	-500	.00	.00	.00	-500.00	.0%*
29555001 74701 103 EDITH ABBOTT MEM		-1,000	-1,000	.00	.00	.00	-1,000.00	.0%*
TOTAL EDITH ABBOTT MEMORIAL LIBRA		-701,500	-701,500	-204,825.00	.00	.00	-496,675.00	29.2%
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	.00	.00	.00	-164.00	.0%*

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CITY OF GRAND ISLAND
ALL EXPENSES

P 170
glytdbud

FOR THE MONTH ENDED JUNE 2019

FOR 2019 09		JOURNAL DETAIL 2019 9 TO 2019 9						
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	.00	.00	.00	120.00	.0%
29555001 85042	EDITH ABBOTT MEMORI	1,800,000	1,800,000	1,220,216.55	27,145.14	84,728.65	495,054.80	72.5%
2019/09/000026	06/05/2019 API	482.00	VND 010168 VCH473690	BANK OF AMERICA	SAC - Summer Reading Program			6306
2019/09/000034	06/11/2019 API	11,615.84	VND 004289 VCH473258	AOI CORPORATION	FURNITURE FOR LIBRARY RENOVATI			213003
2019/09/000034	06/11/2019 API	14,561.56	VND 010841 VCH473282	MIDWEST STORAGE SOLU	SHELVING FOR RENOVATION PROJEC			213054
2019/09/000034	06/11/2019 API	350.00	VND 010905 VCH473285	MORK, CURTIS	LEGO PRESENTATION-SUMMER READI			213055
2019/09/000136	06/19/2019 API	24.79	VND 010168 VCH474425	BANK OF AMERICA	AMAZON - Makerspace			6330
2019/09/000136	06/19/2019 API	10.00	VND 010168 VCH474510	BANK OF AMERICA	TECHSOUP - Makerspace			6330
2019/09/000136	06/19/2019 API	100.95	VND 010168 VCH474575	BANK OF AMERICA	JOURNEYED - Software			6330
29555001 85042 100	EDITH ABBOTT MEM	500	500	.00	.00	.00	500.00	.0%
29555001 85042 103	EDITH ABBOTT MEM	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL OPERATING EXPENSES		1,801,620	1,801,620	1,220,216.55	27,145.14	84,728.65	496,674.80	72.4%
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		2,051,620	2,051,620	1,220,216.55	27,145.14	84,728.65	746,674.80	63.6%

Library Board

Monday, August 19, 2019

Regular Meeting

Item B3

Approval of Bills Submitted - July 23, 2019 and August 13, 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

072319

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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						
85160			OTHER EMPLOYEE BENEFITS					
0	10168	BANK OF AMERICA	TASC-Admin Fees	TXN00060521			6372	29.28
85213			CONTRACT SERVICES					
0	10168	BANK OF AMERICA	DAHLKE - Mowing	TXN00060242			6372	865.00
1	7012	ESSENTIAL PERSONNEL INC	TEMP HELP/STAFF ON MATERNITY LEAVE	45167	35391		0	991.28
1	7012	ESSENTIAL PERSONNEL INC	TEMP HELP/STAFF ON MATERNITY LEAVE	45081	35391		0	1,239.10
85241			COMPUTER SERVICES					
0	10168	BANK OF AMERICA	DEMCO - Evanced Renewal	TXN00060794			6372	3,167.78
1	9054	EN POINTE TECHNOLOGIES	OFFICE PROFESSIONAL PLUS 2019 LICENSE	900330043	35395		0	1,561.98
85305			UTILITY SERVICES					
1	91	CITY OF GRAND ISLAND-UTILITIES	INTERDEPARTMENTAL UTILITY BILLS	JUN 2019			0	4,439.79
85324			REPAIR & MAINT - BUILDING					
0	10168	BANK OF AMERICA	ISLAND GLASS-Insulating Units	TXN00060577			6372	1,717.86
0	10168	BANK OF AMERICA	JOHNNYS - Keys	TXN00060356			6372	680.00
0	10168	BANK OF AMERICA	MENARDS-Maintenance Supplies	TXN00060508			6372	32.41
0	10168	BANK OF AMERICA	WEBSTaurant-Maintenance Suppli	TXN00060324			6372	253.47
1	7717	ZIEMBA ROOFING COMPANY	EMERGENCY ROOF REPAIRS	9426	35491		0	312.00
85330			REPAIR & MAINT - OFF FURN & EQ					
0	10168	BANK OF AMERICA	CAPITAL BUSINESS-Contract bill	TXN00059804			6372	99.00
85413			POSTAGE					
1	344	MIDWEST CONNECT LLC	POSTAGE	GI11 06/16/19			0	232.52
85416			ADVERTISING					
1	214	BH MEDIA GROUP INC	JUNE 2019 ADS	10022600 - JUN 2019			0	37.87
1	214	BH MEDIA GROUP INC	PUBLIC NOTICE BOARD MEETING	10040440 - JUN 2019			0	14.29
85422			DUES & SUBSCRIPTIONS					
0	10168	BANK OF AMERICA	AMERIC LIBRARY ASSOC-DUES/SWAN	TXN00060295			6372	118.00
1	3767	OCLC ONLINE COMPUTER LIBRARY	OCLC	668300	35452		0	2,091.83
85425			BOOKS					
0	10168	BANK OF AMERICA	BRODART-Processing & Supplies	TXN00060626			6372	5,693.36
0	10168	BANK OF AMERICA	INFOGROUP - City Directory	TXN00060500			6372	385.00

Schedule of Bills

072319

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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						
85426		AV/ELECTRONIC MEDIA						
1	8791	ILLION DIGITAL TECH SOLUTIONS I	JUN 2018-JUL 2019 I-TIVA SOFTWARE AGREEMENT RENEW	8663			0	2,763.00
1	562	MIDWEST TAPE	AUDIO BOOKS & DVD'S	97580536	10326		0	463.06
1	562	MIDWEST TAPE	AUDIO BOOKS & DVD'S	97611160	10326		0	483.07
85490		OTHER EXPENDITURES						
1	8792	CHASE PAYMENTECH LLC	CREDIT CARD USER FEE	2019 JUNE 6614			6353	78.96
85505		OFFICE SUPPLIES						
0	10168	BANK OF AMERICA	ACE - Supplies	TXN00060747			6372	33.96
0	10168	BANK OF AMERICA	AMAZON - Office Suplies	TXN00060664			6372	31.98
0	10168	BANK OF AMERICA	AMAZON-Processing/Makerspace S	TXN00060473			6372	12.50
0	10168	BANK OF AMERICA	AMAZON-Processing/Makerspace S	TXN00060353			6372	30.36
0	10168	BANK OF AMERICA	BRODART - Processing Supplies	TXN00060413			6372	345.67
0	10168	BANK OF AMERICA	BRODART-Processing & Supplies	TXN00060626			6372	1,096.89
0	10168	BANK OF AMERICA	DEMCO - Processing Supplies	TXN00060458			6372	440.73
0	10168	BANK OF AMERICA	DEMCO-Processing Supplies	TXN00060763			6372	43.90
0	10168	BANK OF AMERICA	INNOVATIVE LABEL - Labels	TXN00060637			6372	485.02
0	10168	BANK OF AMERICA	QUILL - Office Supplies	TXN00060452			6372	16.90
0	10168	BANK OF AMERICA	QUILL - Office Supplies	TXN00060554			6372	45.00
0	10168	BANK OF AMERICA	QUILL - Office Supplies	TXN00060480			6372	104.90
0	10168	BANK OF AMERICA	WALMART - Office Supplies	TXN00060236			6372	15.05
0	10168	BANK OF AMERICA	WALMART - Office Supplies	TXN00060312			6372	76.59
85515		GASOLINE						
1	83	CITY OF GRAND ISLAND-TREASURI	REPAIR SHOP JUNE 2019	LIBR 2019-06			0	47.03

10044301 Org Total 30,576.39

Schedule of Bills

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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	AMAZON - Makerspace	TXN00060594			6372	76.99
0	10168	BANK OF AMERICA	AMAZON - Office Supplies	TXN00060664			6372	1,168.98
0	10168	BANK OF AMERICA	AMAZON-Processing/Makerspace S	TXN00060353			6372	21.99
0	10168	BANK OF AMERICA	AMAZON-Processing/Makerspace S	TXN00060473			6372	135.95
0	10168	BANK OF AMERICA	HOBBY LOBBY - Craft Supplies	TXN00060593			6372	5.99
0	10168	BANK OF AMERICA	R8 PRODUCTIONS-Projector Mount	TXN00060343			6372	259.50

29555001 Org Total 1,669.40

Prepared by

Nancy Branch

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 7/20/19
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 7/19/19
Library Board Secretary <i>Tanya Hansen</i>	

Schedule of Bills

081319

<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						
85160		OTHER EMPLOYEE BENEFITS						
0	10168	BANK OF AMERICA	TASC - ADMIN FEES & True Up Bevard	TXN00061401			6398	29.28
85213		CONTRACT SERVICES						
1	7012	ESSENTIAL PERSONNEL INC	TEMP HELP/STAFF ON MATERNITY LEAVE	45253	35391		0	211.85
1	7012	ESSENTIAL PERSONNEL INC	TEMPS FOR MATERNITY LEAVE	045253	35425		0	748.45
1	7012	ESSENTIAL PERSONNEL INC	TEMPS FOR MATERNITY LEAVE	45410	35425		0	1,239.10
1	7012	ESSENTIAL PERSONNEL INC	TEMPS FOR MATERNITY LEAVE	45511	35425		0	1,239.10
85241		COMPUTER SERVICES						
1	1547	CITY OF GRAND ISLAND	ANNUAL PIONEER MEMBERSHIP 5/1/19-4/30/20	10516			0	7,693.00
85305		UTILITY SERVICES						
1	91	CITY OF GRAND ISLAND-UTILITIES	INTERDEPARTMENTAL UTILITY BILLS	JUL 2019			0	4,759.77
85317		NATURAL GAS						
1	336	NORTHWESTERN ENERGY	NATURAL GAS BILL	19JUL2646500-5			213631	33.72
85324		REPAIR & MAINT - BUILDING						
0	10168	BANK OF AMERICA	HOME DEPOT PRO-Maint Supplies	TXN00061025			6398	1,210.04
0	10168	BANK OF AMERICA	MENARDS - Maintenance Supplies	TXN00061178			6398	52.78
0	10168	BANK OF AMERICA	MENARDS - Maintenance Supplies	TXN00061167			6398	137.85
0	10168	BANK OF AMERICA	MENARDS-Maintenance Supplies	TXN00060890			6398	48.52
85330		REPAIR & MAINT - OFF FURN & EQ						
0	10168	BANK OF AMERICA	CAPITAL BUSIN-Mthly Invoices	TXN00061152			6398	380.16
0	10168	BANK OF AMERICA	KONICA - Mthly Invoice	TXN00061208			6398	76.06
85413		POSTAGE						
1	344	MIDWEST CONNECT LLC	7/1 - 7/15 POSTAGE	GI11 07/15/19			0	183.60
85422		DUES & SUBSCRIPTIONS						
0	10168	BANK OF AMERICA	NEBR LIBRARY ASSOC-Dues/Klee	TXN00061209			6398	60.00
85425		BOOKS						
0	10168	BANK OF AMERICA	AMAZON - Books	TXN00060856			6398	82.33
85426		AV/ELECTRONIC MEDIA						
0	10168	BANK OF AMERICA	AMAZON - DVD'S	TXN00060781			6398	39.46
1	562	MIDWEST TAPE	AUDIO BOOKS,DVD'S,CD'S	97696640	10326		0	627.49

Schedule of Bills

081319

<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	97666855	10326		0	799.92
1	562	MIDWEST TAPE	DVD	97627615	10326		0	22.49
1	562	MIDWEST TAPE	DVD'S	97636944	10326		0	1,131.01
1	562	MIDWEST TAPE	JUL 2019 HOOPLA	97731382	10326		0	4,573.48
1	320	NE LIBRARY COMMISSION	OCT 2019-SEP 2020 OVERDRIVE DATABASE RENEWAL	29481			0	5,151.70
85490		OTHER EXPENDITURES						
1	8792	CHASE PAYMENTECH LLC	CREDIT CARD USER FEE	2019JUL6614			6392	84.51
85505		OFFICE SUPPLIES						
0	10168	BANK OF AMERICA	AMAZON - Books	TXN00060856			6398	158.86
0	10168	BANK OF AMERICA	BRODART-Processing Supplies	TXN00060983			6398	35.91
0	10168	BANK OF AMERICA	DEMCO - Processing Supplies	TXN00061037			6398	58.85
85540		MISC OPERATING EQUIPMENT						
1	10918	GREAT PLAINS COMMUNICATIONS	SWITCHES / WIRELESS LAN	1242	35488		0	2,402.90
10044301 Org Total							33,272.19	

Schedule of Bills

081319

<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	ACE-Teen Program Supplies	TXN00061184			6398	9.18
0	10168	BANK OF AMERICA	CRICUT - Subscription	TXN00060828			6398	127.01
1	10761	CHEEVER CONSTRUCTION COMPAN	CHANGE ORDERS-LIBRARY RENOVATION	LIBRARY RENO /PMT 11	35478		0	9,949.20
1	10761	CHEEVER CONSTRUCTION COMPAN	RENOVATION PROJECT	LIBRARY RENO/ PMT 11	35516		0	4,506.00
1	1257	THE CLARK ENERSEN PARTNERS IN	MAR 2-JUL 26, 2019 ARCHITECTURAL SERVICES CONTRACT	14	34041		0	1,086.43

29555001 Org Total 15,677.82

Prepared by

Nancy Breich

Library Funds Disbursement Voucher	
Approved by: Ed Meedel	Date 8/12/19
Library Board President <i>Ed Meedel</i>	
Authenticated by: Tanya Hansen	Date 8/9/19
Library Board Secretary <i>Tanya Hansen</i>	

Library Board

Monday, August 19, 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.*

Additional time will be given at the August meeting for discussion of 3/4 year statistics and comparisons with previous periods, as well as summer reading program statistics.

Staff Contact:

Title	Date	Primary Event Type
15th Annual Teen Art Show	Jul-19	Teen Summer Reading
Movie for Children	7/1/2019	Children's Summer Reading
Movie for Teens and Adults	7/1/2019	Adult Summer Reading
Prairie Stitchers	7/1/2019	Public Meeting
Teen Library Corps (TLC)	7/1/2019	Teen General Program
Book release party set for Saturday (Independent)	7/2/2019	Media
Come, Sit & Breathe Meditation Group	7/2/2019	General Program
Registration sessions available for State Fair volunteers (Independent)	7/2/2019	Media
HC3 Circle of Security	7/3/2019	Public Meeting
yourTicket briefs: Library programs to feature Humanities Nebraska speakers (Independent)	7/3/2019	Media
Library Closed - Independence Day	7/4/2019	Hours Change
Ideas for a frugal (but not cheap!) wedding (Independent)	7/6/2019	Media
Cosmic Mondays	7/8/2019	Children's Summer Reading
Prairie Stitchers	7/8/2019	Public Meeting
State Fair/Chamber	7/8/2019	Public Meeting
Teen Summer Reading Program	7/8/2019	Teen Summer Reading
Tri-Cities Area Service Providers	7/8/2019	Public Meeting
Grand Island man publishes novel with local setting, plans four more (Independent)	7/8/2019	Media
2019 Adult Book Club	7/9/2019	Adult Program
Baby Lapsits	7/9/2019	Children's Summer Reading
Come, Sit & Breathe Meditation Group	7/9/2019	General Program
Stories & Crafts	7/9/2019	Children's Summer Reading
Teen Anime Club	7/9/2019	Teen Summer Reading
Golden Sower Club	7/10/2019	Children's Summer Reading
Prairie Pioneer Genealogy Assistance	7/10/2019	Adult Cultural Program
Preschooler Storytime	7/10/2019	Children's Summer Reading
Big Kids Club	7/11/2019	Children's Summer Reading
CMA 5th-12th	7/11/2019	Children's Summer Reading
CMA K-4th	7/11/2019	Children's Summer Reading
How Chocolate Twice Conquered the American Continent	7/11/2019	Adult Summer Reading
Summer Reading Enrichment Club	7/11/2019	Children's Summer Reading
Box Office Bombs: Terrible Movies at Your Library	7/12/2019	Adult Summer Reading
Prairie Pioneer Genealogy Assistance	7/13/2019	Adult Cultural Program
Grand Island Public Library program to explore a 'Universe of Animals' (Independent)	7/13/2019	Media
Saturday Storytime	7/13/2019	Children's Summer Reading
LIBRARY ALIVE: Look around and enjoy your library (Independent)	7/14/2019	Media
Cosmic Mondays	7/15/2019	Children's Summer Reading
Library Board Meeting	7/15/2019	Library Board
Prairie Stitchers	7/15/2019	Public Meeting
Teen Summer Reading Program	7/15/2019	Teen Summer Reading
Baby Lapsits	7/16/2019	Children's Summer Reading

Call for more details - some programs require registration

Come, Sit & Breathe Meditation Group	7/16/2019	General Program
Stories & Crafts	7/16/2019	Children's Summer Reading
Teen Anime Club	7/16/2019	Teen Summer Reading
Library Tour with Doane College	7/16/2019	Children's Tour
New city workers sought by several departments (Independent)	7/16/2019	Media
Golden Sower Club	7/17/2019	Children's Summer Reading
HC3 Circle of Security	7/17/2019	Public Meeting
Heartland Workers Center	7/17/2019	Public Meeting
Preschooler Storytime	7/17/2019	Children's Summer Reading
State Fair/Chamber	7/17/2019	Public Meeting
Big Kids Club	7/18/2019	Children's Summer Reading
CMA 5th-12th	7/18/2019	Children's Summer Reading
CMA K-4th	7/18/2019	Children's Summer Reading
Employ GI	7/18/2019	Public Meeting
Grow Grand Island	7/18/2019	Public Meeting
Summer Reading Enrichment Club	7/18/2019	Children's Summer Reading
Library, GFD among local agencies looking for budget increase (Local 4)	7/19/2019	Media
'Universe of Stories' takes a magical turn (Independent)	7/19/2019	Media
Box Office Bombs: Terrible Movies at Your Library	7/20/2019	Adult Summer Reading
Saturday Storytime	7/20/2019	Children's Summer Reading
Area schools hope to increase literacy over summer by opening libraries to students (Independent)	7/20/2019	Media
Prairieland Romance Writers	7/21/2019	Public Meeting
Cosmic Mondays	7/22/2019	Children's Summer Reading
Teen Summer Reading Program	7/22/2019	Teen Summer Reading
H3C Board Meeting	7/22/2019	Public Meeting
Prairie Stitchers	7/22/2019	Public Meeting
VIDEO: Where in Grand Island is the T-Rex (Independent)	7/22/2019	Media
Performer shows kids the magic of reading during summer reading program (Independent)	7/22/2019	Media
Baby Lapsits	7/23/2019	Children's Summer Reading
Come, Sit & Breathe Meditation Group	7/23/2019	General Program
Stories & Crafts	7/23/2019	Children's Summer Reading
Teen Anime Club	7/23/2019	Teen Summer Reading
General Fund 10-year projection does not support more FTE positions (Independent)	7/23/2019	Media
Golden Sower Club	7/24/2019	Children's Summer Reading
HC3 Circle of Security	7/24/2019	Public Meeting
Preschooler Storytime	7/24/2019	Children's Summer Reading
Summer Book Club	7/24/2019	Adult Summer Reading
Teen After Hours	7/24/2019	Teen Summer Reading
Central Mediation Center	7/24/2019	Public Meeting
Big Kids Club	7/25/2019	Children's Summer Reading
CMA 5th-12th	7/25/2019	Children's Summer Reading
CMA K-4th	7/25/2019	Children's Summer Reading

Call for more details - some programs require registration

Grow Grand Island	7/25/2019	Public Meeting
NSEA	7/25/2019	Public Meeting
Summer Reading Enrichment Club	7/25/2019	Children's Summer Reading
Bible study- open to the public	7/26/2019	Public Meeting
Friends of Grand Island Parks need volunteers and donors (Independent)	7/26/2019	Media
Saturday Storytime	7/27/2019	Children's Summer Reading
Toastmaster's international speech contest	7/27/2019	Public Meeting
LIBRARY ALIVE: Your library: The place to read to succeed (Independent)	7/28/2019	Media
Movie for Children	7/29/2019	Children's Summer Reading
Movie for Teens and Adults	7/29/2019	Adult Summer Reading
Prairie Stitchers	7/29/2019	Public Meeting
Come, Sit & Breathe Meditation Group	7/30/2019	General Program
Movie for Children	7/30/2019	Children's Summer Reading
Movie for Teens and Adults	7/30/2019	Adult Summer Reading
Small Business Administration	7/30/2019	Public Meeting
Movie for Children	7/31/2019	Children's Summer Reading
Movie for Teens and Adults	7/31/2019	Adult Summer Reading
Young Nebraskans in Action	7/31/2019	Public Meeting
Early Learning Center	7/31/2019	Outreach
Your Library - Our Story Exhibit	Aug-19	Art Alcove
Hall County NRD Airport Rd/North Rd neighborhood meeting on Flooding	8/1/2019	Public Meeting
NE Dept. of Education	8/1/2019	Public Meeting
Early Learning Center	8/1/2019	Outreach
Teen Library Corps (TLC)	8/5/2019	Teen General Program
NEBRASKA PROBATION	8/5/2019	Public Meeting
Hall County Probation	8/5/2019	Public Meeting
Family Service	8/5/2019	Public Meeting
Central Mediation Center	8/5/2019	Public Meeting
Prairie Stitchers	8/5/2019	Public Meeting
Event to mark 'World Breastfeeding Week' (Independent)	8/5/2019	Media
2019 Book Club for Adults	8/6/2019	Book Club for Adults
Come, Sit & Breathe Meditation Group	8/6/2019	General Program
UPDATE: Grand Island City Council approves new hires (NTV)	8/6/2019	Media
Small Business Administration: Incentives for Expanding Business Workshop	8/6/2019	Adult Program
Council approves hiring of six new firefighters and paramedics (Independent)	8/6/2019	Media
Breastfeeding Celebration Event (CDHD)	8/6/2019	Adult Program
Baby Lapsits (Breastfeeding Celebration Event)	8/6/2019	Lapsits
Nebraska Department of Education	8/6/2019	Public Meeting
Young Nebraskans in Action	8/7/2019	Public Meeting
Nebraska Department of Education	8/7/2019	Public Meeting
GI child care Association	8/8/2019	Public Meeting
2020 US Census	8/8/2019	Public Meeting

Call for more details - some programs require registration

Grand Island Gaming Guild	8/10/2019	Public Meeting
Prairie Pioneer Genealogy Assistance	8/10/2019	Adult Cultural Program
2020 US Census	8/10/2019	Public Meeting
Nebraska State Geological Society	8/10/2019	Public Meeting
LIBRARY ALIVE: Summer reading program was stellar (Independent)	8/11/2019	Media
Altrusa	8/12/2019	Public Meeting
Prairie Stitchers	8/12/2019	Public Meeting
HR Employment Testing	8/12/2019	City of Grand Island
Come, Sit & Breathe Meditation Group	8/13/2019	General Program
Engleman Tour	8/13/2019	Children's Summer Reading
Prairie Pioneer Genealogy Assistance	8/14/2019	Adult Cultural Program
2020 US Census	8/15/2019	Public Meeting
Friends Booksale	8/16/2019	Friends Group
2020 US Census	8/16/2019	Public Meeting
Friends Booksale	8/17/2019	Friends Group
2020 US Census	8/17/2019	Public Meeting
Friends Booksale	8/18/2019	Friends Group
Library Board Meeting	8/19/2019	Library Board
Teen Library Corps (TLC)	8/19/2019	Teen General Program
Prairie Stitchers	8/19/2019	Public Meeting
Come, Sit & Breathe Meditation Group	8/20/2019	General Program
Department of Health and Human Services	8/20/2019	Public Meeting
HC3 Circle of Security	8/21/2019	Public Meeting
2020 US Census	8/22/2019	Public Meeting
GRAND ISLAND LATINO NETWORK	8/24/2019	Public Meeting
AFSP American Foundation for Suicide Prevention Ne	8/24/2019	Public Meeting
To Read or Not to Read Book Club	8/26/2019	Public Meeting
Come, Sit & Breathe Meditation Group	8/27/2019	General Program
LDS Youth Group	8/28/2019	Public Meeting
Omaha Women's Fund	8/29/2019	Public Meeting
GI child care Association	8/29/2019	Public Meeting
Library Closed - Labor Day	9/1/2019	Hours Change
Library Closed - Labor Day	9/2/2019	Hours Change
2019 Book Club for Adults	9/3/2019	Book Club for Adults
Come, Sit & Breathe Meditation Group	9/3/2019	General Program
Baby & Toddler Lapsit - Rock and Read	9/3/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	9/3/2019	Family Storytime
Storytime (Ready to Read)	9/4/2019	Storytime
Bookbop	9/5/2019	Storytime
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	9/7/2019	Storytime
Civic Nebraska	9/9/2019	Public Meeting
Lapsit (Play and Read)	9/9/2019	Lapsits
HomeSchoolers Program	9/9/2019	Children's Literacy Event
Girl Scouts	9/10/2019	Public Meeting
Come, Sit & Breathe Meditation Group	9/10/2019	General Program

Call for more details - some programs require registration

Baby & Toddler Lapsit - Rock and Read	9/10/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	9/10/2019	Family Storytime
Prairie Pioneer Genealogy Assistance	9/11/2019	Adult Cultural Program
Storytime (Ready to Read)	9/11/2019	Storytime
Girl Scouts	9/12/2019	Public Meeting
Bookbop	9/12/2019	Storytime
Grand Island Gaming Guild	9/14/2019	Public Meeting
Hall County Probation	9/14/2019	Public Meeting
Prairie Pioneer Genealogy Assistance	9/14/2019	Adult Cultural Program
Saturday Storytime	9/14/2019	Storytime
Nebraska State Educators Association	9/16/2019	Public Meeting
Library Board Meeting	9/16/2019	Library Board
Lapsit (Play and Read)	9/16/2019	Lapsits
Nebraska Commission for the Blind and Visually Impaired	9/17/2019	Public Meeting
Come, Sit & Breathe Meditation Group	9/17/2019	General Program
Baby & Toddler Lapsit - Rock and Read	9/17/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	9/17/2019	Family Storytime
Storytime (Ready to Read)	9/18/2019	Storytime
Humanities Nebraska Prime Time Family Reading	9/19/2019	Prime Time Family Reading Time
Bookbop	9/19/2019	Storytime
Saturday Storytime - Stories and Crafts with Remi the Comfort Dog	9/21/2019	Storytime
Lapsit (Play and Read)	9/23/2019	Lapsits
Come, Sit & Breathe Meditation Group	9/24/2019	General Program
Baby & Toddler Lapsit - Rock and Read	9/24/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	9/24/2019	Family Storytime
Storytime (Ready to Read)	9/25/2019	Storytime
Storytime (Ready to Read)	9/25/2019	Storytime
Humanities Nebraska Prime Time Family Reading	9/26/2019	Prime Time Family Reading Time
Bookbop	9/26/2019	Storytime
Saturday Storytime	9/28/2019	Storytime
Edith Abbott Tea Party	9/29/2019	Children's Literacy Event
To Read or Not to Read Book Club	9/30/2019	Public Meeting
Lapsit (Play and Read)	9/30/2019	Lapsits

Call for more details - some programs require registration

Comparison of Selected Measures

2018-19

	<u>Oct-Dec</u>	<u>Jan-Mar</u>	<u>1/2 Year</u>	<u>Apr-June</u>	<u>3/4 Year</u>
Checkouts	72,198	73,502	145,700	82,994	228,694
Computers/Wireless Sessions	18,703	19,084	37,787	30,190	67,977
Program/Meeting Participants	3,564	3,255	6,819	4,398	11,217
Visitors	52,186	64,667	116,853	68,336	185,189
Web Sessions	14,976	16,264	31,240	18,300	49,540
Reference, Reserves, ILL	1,815	1,984	3,799	1,377	5,176
Online Resource Use	94,138	82,001	176,139	82,862	259,001
Facebook, Twitter Impressions	229,412	357,384	586,796	259,651	846,447
Total Selected Measures	486,992	618,141	1,105,133	548,108	1,653,241

2017-18

	<u>Oct-Dec</u>	<u>Jan-Mar</u>	<u>1/2 Year</u>	<u>Apr-June</u>	<u>3/4 Year</u>	<u>July-Sep</u>	<u>Annual</u>
Checkouts	74,471	79,759	154,230	90,649	244,879	83,971	328,850
Computers/Wireless Sessions	22,401	22,567	44,968	23,182	68,150	22,147	90,297
Program/Meeting Participants	6,323	3,488	9,811	8,498	18,309	2,810	21,119
Visitors	52,210	56,605	108,815	61,116	169,931	65,208	235,139
Web Sessions	16,668	16,694	33,362	20,546	53,908	17,730	71,638
Reference, Reserves, ILL	3,426	2,709	6,135	3,009	9,144	2,989	12,133
Online Resource Use	91,846	79,332	171,178	79,004	250,182	84,498	334,680
Facebook, Twitter Impressions	304,521	160,145	464,666	190,504	655,170	165,571	820,741
Total Selected Measures	571,866	421,299	993,165	476,508	1,469,672	444,924	1,914,596

Summer Reading Stats

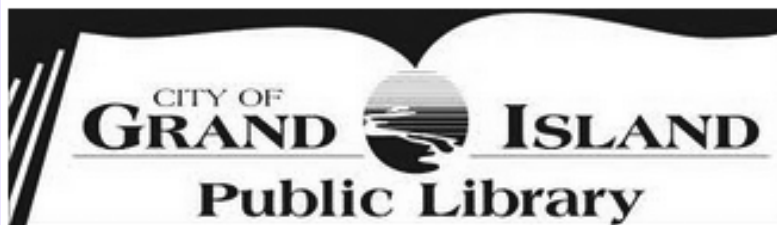
Participants	
Adult	338
Teen	204
Children	1,543
Dodge (non-Beanstack Minutes)	200
Total	2,285

Minutes Read	
Adult	215,578
Teen	156,918
Children	911,250
Dodge (non-Beanstack Minutes)	40,000
Total	1,323,746

(all read at least 200 minutes)

Top Book Read	
Harry Potter and the Sorcerer's Stone	71 people

Prizes Earned	
Adult	20
Teen	485
Children	6537
Total	7042



**1124 W 2ND ST
Grand Island, NE 68801**

308.385.5333

SEPTEMBER IS LIBRARY CARD SIGN UP MONTH!

A library card is the **SMARTEST** card you can get! With a library card, you can check out all kinds of materials here at the library: books, DVDs, magazines, e-books, and so much more! Need to use a computer? Borrow one of ours when you use your library card!

¡La tarjeta de la biblioteca es la tarjeta más **INTELIGENTE** que podrá tener! Con ella podrá sacar libros, películas, revistas, publicaciones digitales, ¡y mucho más! ¿Necesita imprimir un documento? ¡Con una tarjeta de la biblioteca podrá usar una de las computadoras!

**September is
LIBRARY
CARD SIGN-UP
MONTH!**

A library card brings stories to life!

LIBRARIES TRANSFORM™ ALA American Library Association OverDrive Library Champions

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**¡Septiembre es
EL MES DE
INSCRIPCIÓN PARA
TARJETAS DE
LA BIBLIOTECA!**

¡La tarjeta de la biblioteca les da vida a los cuentos!

LIBRARIES TRANSFORM™ ALA American Library Association OverDrive Library Champions

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WHAT YOU'LL NEED TO GET A CARD

It's quick, easy, and free!

If you're a resident of Hall County all you need is a current photo ID and proof of address.

Residentes del condado de Hall solo necesitan una identificación con foto que tenga su dirección actual.

Non-Residents

For patrons who do NOT live within Hall County a Non-resident fee will apply. (\$10 for 3 months or \$40 for 1 year, includes entire household.)

Para los que viven fuera del condado de Hall, un cargo de no residente aplicara. (\$10 por 3 meses o \$40 por 1 año, incluye todos en el hogar.)



Come see us at the Check Out desk and widen your world!



**Happy 143rd birthday Edith!
Born: September 26, 1876**



Monday - Thursday
Friday
Saturday
Sunday

9:30 A.M. - 8:00 P.M.
9:30 A.M. - 6:00 P.M.
9:30 A.M. - 5:00 P.M.
1:00 P.M. - 5:00 P.M.

Helpful Databases

- Cypress Resume
- Tutor.com
- Driving-tests.org

Check out our site for more helpful databases!

Brand New

teen area and Makerspace with designated Teen Collaboration Room; technology, crafting, and gaming equipment!

The library offers fun events and activities for Teens and Tweens ages 10-18 throughout the year. Follow us on Facebook, Twitter, or Instagram or check our calendar to see what is coming up!

Teen Library Corps

Brainstorm and plan YOUR kind of library programs! Advise us on books and movies you'd like to see at the library. For more information contact Elle.



MAKERSPACE



A place to get creative!

A makerspace is a collaborative work space for making, learning, exploring and sharing! Various equipment available for use; 3D printer, laser cutter, Cricut Explore Air 2 & design software, Bernina sewing embroidery machine & serger, plotter, laminator, and more! Call the library to set up a time to use the space!

1000 Books Before Kindergarten

Get your child off to a great start with: 1000 Books Before Kindergarten, Babies Need Words, Baby Zone, and Every Child Ready to Read. There are also special children's programs throughout the year such as Edith Abbott Victorian Tea Party, Breakfast with Santa, Bear Fair, and the Summer Reading Program.



Literacy Niche

The library has designed a comfortable, welcoming Literacy Niche filled with a comprehensive literacy collection designed for both students and tutors, as well as access to study rooms, wireless, Internet, a white board, audio CD player, and other learning aids.

Volunteers Needed!

The library needs volunteers to help with various tasks and projects. Can you help? E-mail Kim, Volunteer Coordinator at gipfoundation@gmail.com or pick up a volunteer application at the front desk! Adults and high school teens are welcome to apply! The library does not provide community service hours or court or housing requirements.



Where to find us



Check out our new site!

www.gilibrary.org

Or give us a call!

Library Board

Monday, August 19, 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:

Library Board

Monday, August 19, 2019

Regular Meeting

Item F1

Discussion of FY 2019-2020 Budget Proposal

Information has been provided via email about changes to the library's request for more staffing, which were approved by Council on August 6. This is reflected in the latest draft of our budget (attached), not yet approved by Council. I've also attached the library portion of the Council approved fee schedule, and will further explain. Additional information about our budget will be shared if available by board meeting time.

Staff Contact: Steve Fosselman

Fund General	Department Summary	Library
Fund Type Community Environment/Leisure	Supervisor Library Director	44301

Description

The Grand Island Public Library, located at 1124 West 2nd Street in central Grand Island, is the gateway for the people of our diverse community to achieve a lifetime of learning and literacy. To ensure this mission, all library services are guided by a long range plan, called GILIBRARY 2020, adopted by the Library Board. Our library is used for about 1.7 million services, resources and programs annually. Services include checkout of materials in a variety of physical and electronic formats, answering reference questions and aiding citizens in their research and daily informational needs, providing access to Internet and other electronic information services through a computer lab and various computer centers (including wireless access), participating in the interlibrary loan program, offering community meeting rooms, operating the Abbott Sisters Research Center, and much more. Programming services include children's story hours, summer reading programs for all ages, various early childhood literacy and parent education efforts including our Early Literacy Discovery Center that serves as this community's literacy based Children's Museum, bi-lingual storytimes including the Humanities Nebraska Primetime program, and year round teen and literary/cultural programming for general adult audiences. Electronic services include 24/7 services through an Internet Branch at www.gilibrary.org, and social media efforts such as Facebook and Twitter.

The library has recently undergone a renovation, funded completely without City or County government tax funds. Donations and grants have been received into a special projects fund of the City of Grand Island, including transfers of funds raised by the Grand Island Public Library Foundation for their "Reinvest in Your Public Library" drive. This has resulted in the creation of a Makerspace with technologically advanced equipment, a renovated Teen area, new as well as renovated formal and informal meeting spaces with a Meeting Commons, and creation of an entrance plaza for improved safety and convenience.

Next steps in the library's GILIBRARY 2020 plan include expansion of outreach services. Formerly provided through a bookmobile, outreach services are still provided but in limited fashion.

Budget Narrative

A decade of general fund budget shortfalls has had a negative impact on the library's ability to serve the community in spite of our continuing work to economize while fulfilling GILIBRARY 2020. Chief among our needs are the reinstatement of 1.5 FTE support staff to restore at least three hours of service each week and to restore outreach-vehicle based services inside Grand Island. Longer-term needs include restoration of a Librarian position, restoration of budgets for books and AV/Electronic Media, and readjustment of numerous operating expenses that have been reduced this budget season as well as throughout the past decade.

Capital (410 fund) requests include continuing upgrades of our IT systems and replacement of the 1974-era HVAC system still in use in about 1/3 of the building.

Personnel

Title	2017	2018	2019	Net Change	2020
Custodian	1	1	1	0	1
Librarian I & II	3	2	2	0	2
Library Assistant I & II	15	15	15	-1	14
Library Director	1	1	1	0	1
Library Page	2.5	2	2	1.8	3.8
Library Secretary	1	1	1	0	1
Maintenance Worker I	1	1	1	0	1
Seasonal Worker	0.5	0.5	0.5	0	0.5
Totals:	25	23.5	23.5	0.8	24.3

DRAFT

CITY OF GRAND ISLAND
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2020

GENERAL FUND	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 FORECAST	2020 BUDGET
LIBRARY					

PERSONNEL SERVICES					

10044301 85105 SALARIES - REGULAR	950,295	1,017,300	1,044,740	1,044,740	1,152,983
10044301 85110 SALARIES - OVERTIME	0	273	0	555	750
10044301 85115 F.I.C.A. PAYROLL TAXES	68,660	73,408	75,851	75,851	88,132
10044301 85120 HEALTH INSURANCE	161,164	106,053	124,644	121,439	131,756
10044301 85125 LIFE INSURANCE	1,329	1,549	1,577	1,577	1,500
10044301 85130 DISABILITY INSURANCE	1,309	1,754	2,006	2,006	2,135
10044301 85135 TUTION REMBURSEMENT	0	1,000	0	0	0
10044301 85145 PENSION CONTRIBUTION	44,109	47,135	44,350	44,350	50,191
10044301 85150 WORKERS COMPENSATION	2,204	1,178	1,313	878	2,043
10044301 85160 OTHER EMPLOYEE BENEFITS	703	599	1,000	710	800
10044301 85161 VEBA	30,306	18,954	12,090	12,090	11,440
TOTAL PERSONNEL SERVICES	1,260,079	1,269,203	1,307,571	1,304,196	1,441,730
OPERATING EXPENSES					

10044301 85213 CONTRACT SERVICES	0	10,147	10,000	20,000	10,000
10044301 85241 COMPUTER SERVICES	29,510	34,513	26,848	31,848	31,848
10044301 85245 PRINTING & BINDING SERVICES	2,307	3,269	2,300	2,300	2,300
10044301 85305 UTILITY SERVICES	52,968	61,970	60,000	50,000	55,000
10044301 85317 NATURAL GAS	3,081	4,670	5,000	5,000	5,000
10044301 85319 REPAIR & MAIN-LD IMP/IRRIGA	874	909	1,000	1,000	1,000
10044301 85324 REPAIR & MAINT - BUILDING	22,224	23,016	23,000	23,000	15,000
10044301 85330 REPAIR & MAINT - OFF FURN &	12,810	13,826	24,000	21,270	15,000
10044301 85335 REPAIR & MAINT - VEHICLES	0	0	480	480	480
10044301 85350 SANITATION SERVICE	854	502	900	500	500
10044301 85413 POSTAGE	5,480	5,482	7,000	6,000	6,000
10044301 85416 ADVERTISING	1,147	743	800	800	800
10044301 85422 DUES & SUBSCRIPTIONS	25,611	25,801	26,000	26,000	26,000
10044301 85425 BOOKS	106,128	123,317	109,275	109,275	106,273
10044301 85426 AV/ELECTRONIC MEDIA	126,061	128,136	109,328	109,328	106,274
10044301 85427 PERIODICALS	16,620	15,297	17,000	15,500	15,500
10044301 85428 TRAVEL & TRAINING	1,500	2,138	3,000	3,000	2,500
10044301 85453 CASH OVER & SHORT	149	88	100	100	100
10044301 85490 OTHER EXPENDITURES	1,256	1,050	450	1,000	1,000
10044301 85505 OFFICE SUPPLIES	56,190	47,131	60,000	60,000	56,000
10044301 85510 CLEANING SUPPLIES	3,840	2,220	5,000	4,000	4,000

CITY OF GRAND ISLAND
EXPENSES FOR BUDGET YEAR ENDING SEPTEMBER 30, 2020

GENERAL FUND	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2019 FORECAST	2020 BUDGET
10044301 85515 GASOLINE	407	399	500	400	500
10044301 85540 MISC OPERATING EQUIPMENT	19,812	15,657	15,000	15,658	15,000
TOTAL OPERATING EXPENSES	488,829	520,281	506,981	506,459	476,075
CAPITAL OUTLAY					

10044301 85620 OFFICE FURNITURE & EQUIPMEN	13,187	0	0	0	0
TOTAL CAPITAL OUTLAY	13,187	0	0	0	0
TOTAL LIBRARY	1,762,095	1,789,484	1,814,552	1,810,655	1,917,805

	2018	2019	2020
LIBRARY			
Overdue charge on Library Materials (per item per day)	.15 Juvenile .30 Adult	.15 Juvenile .30 Adult	.15 Juvenile .30 Adult
Interlibrary loan per item (plus postage)	2.00	2.00	3.50
Photocopy/Computer Print (mono, 8 1/2"x11" or 14")	0.10	0.10	0.10
Photocopy/Computer Print (mono, 11"x17")	0.25	0.25	0.25
Photocopy/Computer Print (color, 8 1/2"x11")	0.75	0.75	0.75
Photocopy/Computer Print (color, 8 1/2"x14")	1.00	1.00	1.00
Photocopy/Computer Print (color, 11"x17")	1.50	1.50	1.50
Microform Reader-printer copy	0.50	0.50	0.50
Replacement Fee for Lost ID Card	1.00/card	1.00/card	1.00/card
Processing Fee for Lost Material	Replacement Cost	Replacement Cost	Replacement Cost
FAX Services			
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
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
Outgoing - Self service (Credit/Debit) - U.S.	1st page 1.75 additional pages 1.00	1st page 1.75 additional pages 1.00	1st page 1.75 Additional pages 1.00
Outgoing - Self service (Credit/Debit) - International	1st page 3.95 additional pages 3.45	1st page 3.95 additional pages 3.45	1st page 3.95 additional pages 3.45
Non-Resident Annual Card Fee	40.00	40.00	40.00
Non Resident 3 Month Card Fee	10.00	10.00	10.00
Purchase of computer thumb drive	5.00	5.00	5.00
Purchase of computer head phones	1.00	1.00	1.00
Makerspace Non-Program Library Supplies - NEW			
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