
Library Board

Monday, January 27, 2020

Regular Meeting

Item C1

Approval of Director's Report

The Director's Report typically consists of:

- 1) a monthly report of programs and activities, public use of meeting spaces, library media, and Librarians' Reports*
- 2) a quarterly Report of Household Library Cards Issued to Hall County Residents Outside of Grand Island provided in January, April, July and October of each year*
- 3) a quarterly statistical usage report provided in February, May, August and November of each year*
- 4) upon execution of agreement, regularly scheduled report of use of Grand Island Public Library Foundation library support funds*
- 5) upon publication, a Library newsletter*
- 6) and additional administrative items of note, either in the agenda packet or discussed at the meeting.*

Staff Contact: Steve Fosselman

Art Connection Art Show		Adult Cultural Program
Lapsit (Play and Read)	12/2/2019	Lapsits
Baby & Toddler Lapsit - Rock and Read	12/3/2019	Baby & Toddler Lapsits
2019 Book Club for Adults	12/3/2019	Book Club for Adults
Pajametime (Family Storyhour)	12/3/2019	Family Storytime
Storytime (Ready to Read)	12/4/2019	Storytime
Storytime (Ready to Read)	12/4/2019	Storytime
Bookbop	12/5/2019	Storytime
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	12/7/2019	Storytime
Lapsit (Play and Read)	12/9/2019	Lapsits
HomeSchoolers Program	12/9/2019	Children's Literacy Event
Baby & Toddler Lapsit - Rock and Read	12/10/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	12/10/2019	Family Storytime
Storytime (Ready to Read)	12/11/2019	Storytime
Storytime (Ready to Read)	12/11/2019	Storytime
Central District Health Department FREE BLOOD PRESSURE CHECKS	12/11/2019	General Program
Bookbop	12/12/2019	Storytime
Saturday Storytime	12/14/2019	Storytime
Lapsit (Play and Read)	12/16/2019	Lapsits
Library Board Meeting	12/16/2019	Library Board
Baby & Toddler Lapsit - Rock and Read	12/17/2019	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	12/17/2019	Family Storytime
Storytime (Ready to Read)	12/18/2019	Storytime
Storytime (Ready to Read)	12/18/2019	Storytime
Bookbop	12/19/2019	Storytime
Breakfast with Santa	12/21/2019	Children's Holiday Break Program
Winter Break Children's Program - Frozen 2 Storytime	12/23/2019	Children's Holiday Break Program
Open at 8:00 AM/Closing at noon - Christmas Eve	12/24/2019	Hours Change
Library Closed - Christmas Day	12/25/2019	Hours Change
Winter Makerspace Building	12/26/2019	Children's Holiday Break Program
Winter Break Movie	12/28/2019	Storytime
New Year's Eve Party with Clean Community System	12/30/2019	Children's Holiday Break Program
AV Installation	12/30/2019	Staff Use
Foundation Board Meeting	12/30/2019	Foundation
AV Installation	12/31/2019	Staff Use
Library Closes at 5 PM - New Year's Eve	12/31/2019	Hours Change
Library Closed - New Year's Day	1/1/2020	Hours Change
AV Installation	1/1/2020	Staff Use
Winter Break Children's Program - An Eric Carle Winter	1/2/2020	Children's Holiday Break Program

Call for more details - some programs require registration

Winter Break Teen Program - Super Smash Bros. Ultimate Tournament	1/2/2020	Teen Holiday Break Program
Winter Break Super Smash Brother's Tween/Teen Tournament	1/2/2020	Teen Holiday Break Program
AV Installation	1/3/2020	Staff Use
Winter Break Movie	1/4/2020	Storytime
AV Install	1/6/2020	Staff Use
Lapsit (Play and Read)	1/6/2020	Lapsits
AV Install	1/7/2020	Staff Use
Baby & Toddler Lapsit - Rock and Read	1/7/2020	Baby & Toddler Lapsits
2020 Book Club for Adults	1/7/2020	Book Club for Adults
Pajametime (Family Storyhour)	1/7/2020	Family Storytime
AV Install	1/8/2020	Staff Use
Storytime (Ready to Read)	1/8/2020	Storytime
Storytime (Ready to Read)	1/8/2020	Storytime
Bookbop	1/9/2020	Storytime
Saturday Storytime	1/11/2020	Storytime
Lapsit (Play and Read)	1/13/2020	Lapsits
HomeSchoolers Program	1/13/2020	Children's Literacy Event
AV Install	1/14/2020	Staff Use
Baby & Toddler Lapsit - Rock and Read	1/14/2020	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	1/14/2020	Family Storytime
Storytime (Ready to Read)	1/15/2020	Storytime
Storytime (Ready to Read)	1/15/2020	Storytime
Central District Health Department FREE BLOOD PRESSURE CHECKS	1/15/2020	General Program
Foundation Board Meeting	1/15/2020	Foundation
Bookbop	1/16/2020	Storytime
Saturday Storytime - Stories and Crafts with Remi the Comfort Dog	1/18/2020	Storytime
Library Closed - Martin Luther King Jr. Day	1/20/2020	General Tour
Baby & Toddler Lapsit - Rock and Read	1/21/2020	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	1/21/2020	Family Storytime
Storytime (Ready to Read)	1/22/2020	Storytime
Storytime (Ready to Read)	1/22/2020	Storytime
Bookbop	1/23/2020	Storytime
Saturday Storytime	1/25/2020	Storytime
Local Author Visit - George Ayoub	1/26/2020	Adult Author Program
Lapsit (Play and Read)	1/27/2020	Lapsits
Library Board Meeting	1/27/2020	Library Board
Baby & Toddler Lapsit - Rock and Read	1/28/2020	Baby & Toddler Lapsits
Pajametime (Family Storyhour)	1/28/2020	Family Storytime
Storytime (Ready to Read)	1/29/2020	Storytime
Storytime (Ready to Read)	1/29/2020	Storytime
Bookbop	1/30/2020	Storytime
Saturday Storytime-Stories and Crafts with Eddie the Comfort Dog	2/1/2020	Storytime

Call for more details - some programs require registration

Lapsit (Play and Read)	2/3/2020	Lapsits
Baby & Toddler Lapsit - Rock and Read	2/4/2020	Baby & Toddler Lapsits
AARP Tax Help	2/4/2020	Adult Program
2020 Book Club for Adults	2/4/2020	Book Club for Adults
Pajametime (Family Storyhour)	2/4/2020	Family Storytime
Storytime (Ready to Read)	2/5/2020	Storytime
Storytime (Ready to Read)	2/5/2020	Storytime
Bookbop	2/6/2020	Storytime
AARP Tax Help	2/7/2020	Adult Program
Saturday Storytime	2/8/2020	Storytime
test	2/9/2020	Adult Author Program
Lapsit (Play and Read)	2/10/2020	Lapsits
HomeSchoolers Program	2/10/2020	Children's Literacy Event
2020 Bear Fair	2/11/2020	Children's Literacy Event
2020 Bear Fair	2/11/2020	Children's Literacy Event
AARP Tax Help	2/11/2020	Adult Program
2020 Bear Fair	2/11/2020	Children's Literacy Event
Storytime (Ready to Read)	2/12/2020	Storytime
Storytime (Ready to Read)	2/12/2020	Storytime
Bookbop	2/13/2020	Storytime
AARP Tax Help	2/14/2020	Adult Program
Saturday Storytime - Stories and Crafts with Remi the Comfort Dog	2/15/2020	Storytime
Lapsit (Play and Read)	2/17/2020	Lapsits
Library Board Meeting	2/17/2020	Library Board
Baby & Toddler Lapsit - Rock and Read	2/18/2020	Baby & Toddler Lapsits
Central District Health Dept. Breastfeeding Education Class	2/18/2020	Adult Program
AARP Tax Help	2/18/2020	Adult Program
Pajametime (Family Storyhour)	2/18/2020	Family Storytime
Storytime (Ready to Read)	2/19/2020	Storytime
Storytime (Ready to Read)	2/19/2020	Storytime
Bookbop	2/20/2020	Storytime
AARP Tax Help	2/21/2020	Adult Program
Saturday Storytime	2/22/2020	Storytime
Lapsit (Play and Read)	2/24/2020	Lapsits
Nebraska Humanities Preschool PrimeTime	2/24/2020	Children's Literacy Event
Nebraska Humanities Preschool PrimeTime	2/24/2020	Children's Literacy Event
Baby & Toddler Lapsit - Rock and Read	2/25/2020	Baby & Toddler Lapsits
AARP Tax Help	2/25/2020	Adult Program
Pajametime (Family Storyhour)	2/25/2020	Family Storytime
Storytime (Ready to Read)	2/26/2020	Storytime
Storytime (Ready to Read)	2/26/2020	Storytime
Bookbop	2/27/2020	Storytime
AARP Tax Help	2/28/2020	Adult Program

Call for more details - some programs require registration

Families Care	12/2/2019	Meeting Room A
Charitable Gaming	12/3/2019	Meeting Room A
Grow Grand Island	12/3/2019	Meeting Room A
Grow GI arts and Humanities	12/4/2019	Meeting Room A
Community Youth Council	12/4/2019	Meeting Room B
CNCAA	12/4/2019	Meeting Room BC
CNCAA	12/5/2019	Meeting Room BC
Thompson Art Concepts	12/5/2019	Meeting Room B
Nebraska Association of Public Employees	12/5/2019	Meeting Room A
Nebraska Department of Transportation	12/6/2019	Meeting Room C
Laser Cutter session	12/6/2019	Makerspace
Department of Education	12/7/2019	Meeting Room BC
Ann Martin's 90th Birthday	12/9/2019	Meeting Room A
3D Printer session	12/9/2019	Makerspace
Laser Cutter/Engraver session	12/9/2019	Makerspace
Laser Cutter/Engraver session	12/10/2019	Makerspace
Cricut Explore Air 2 session	12/11/2019	Makerspace
Laser Cutter/Engraver session	12/11/2019	Makerspace
Nebraska Association of Public Employees	12/11/2019	Meeting Room A
Laser Cutter/Engraver session	12/12/2019	Makerspace
Laser Cutter/Engraver session	12/12/2019	Makerspace
Cricut Explore Air 2 session	12/12/2019	Makerspace
Stitching Sisters	12/12/2019	Meeting Room A
American postal union	12/12/2019	Meeting Room BC
Laser Cutter/Engraver session	12/13/2019	Makerspace
Laser Cutter/Engraver session	12/14/2019	Makerspace
Prairie Romance Writers	12/15/2019	Meeting Room A
H3C Board Meeting	12/16/2019	Meeting Room A
Laser Cutter/Engraver session	12/16/2019	Makerspace
Laser Cutter/Engraver session	12/16/2019	Makerspace
H3C	12/18/2019	Meeting Room A
Laser Cutter/Engraver session	12/19/2019	Makerspace
Laser Cutter/Engraver session	12/21/2019	Makerspace
H3C Board Meeting	12/23/2019	Meeting Room A
Test Proctoring	12/23/2019	Exam Proctoring Room
Laser Cutter/Engraver session	12/23/2019	Makerspace
To Read or Not to Read Book Club	12/30/2019	Meeting Room A
Copper Creek Homeowner Association	1/2/2020	Meeting Room A
Laser Cutter/Engraver session	1/4/2020	Makerspace
Altrusa	1/6/2020	Meeting Room A
Laser Cutter/Engraver session	1/6/2020	Makerspace
Department of Education	1/8/2020	Meeting Room A
Grand Island Gaming Guild	1/11/2020	Meeting Room B
NEBRASKA PROBATION	1/13/2020	Meeting Room C
3D Printer session	1/13/2020	Makerspace
Leadership Tomorrow	1/13/2020	Digital Media Lab
Central NE District Assessors	1/15/2020	Meeting Room A

Stitching Sisters	1/16/2020	Meeting Room A
Integrated Life Choices	1/17/2020	Meeting Room B
Prairie Romance Writers	1/19/2020	Digital Media Lab
3D Printer session	1/21/2020	Makerspace
Grow Grand Island	1/21/2020	Meeting Room A
Laser Cutter/Engraver session	1/23/2020	Makerspace
Senator Ben Sasse Office	1/24/2020	Meeting Room A
CCCEA	1/24/2020	Meeting Room A
Tumbleweeds 4H	1/25/2020	Meeting Room B
Youth Philathropy Board	1/26/2020	Meeting Room A
H3C	1/27/2020	Meeting Room C
To Read or Not to Read Book Club	1/27/2020	Digital Media Lab
Grand Island Service Providers	1/27/2020	Meeting Room B
GIPS Migrant Program	1/27/2020	Meeting Room B
Laser Cutter/Engraver session	1/27/2020	Makerspace
Chariots4hope	1/28/2020	Meeting Room BC
Alpha Delta Kappa	1/28/2020	Meeting Room B
GICC	1/28/2020	Meeting Room A
Alicia's Knitting and Crocheting Club	1/28/2020	Digital Media Lab
Families Care	1/30/2020	Meeting Room A
Grand Island MPO	2/4/2020	Meeting Room BC
GI child care Association	2/6/2020	Meeting Room A
Grand Island Gaming Guild	2/8/2020	Meeting Room B
Prairieland Romance Writer's Group	2/9/2020	Digital Media Lab
Greater Nebraska Workforce Dev Board	2/13/2020	Meeting Room A
Stitching Sisters	2/13/2020	Meeting Room A
PEO CK	2/18/2020	Meeting Room A
H3C Board Meeting	2/24/2020	Meeting Room B
To Read or Not to Read Book Club	2/24/2020	Meeting Room A
NET/KUON - Nebraska Educational Telecommunications	2/27/2020	Meeting Room B

LIBRARY ALIVE: It's the most 'makerspace' time of the year!	12/1/2019	GI Independent
Club Calendar - December 2019	12/1/2019	GI Independent
Tri-Cities bus route public open house location changed in Grand Island	12/2/2019	GI Independent
Tri-Cities are one step closer to intercity bus service	12/4/2019	NTV
Grand Island Public Library to host free health program	12/4/2019	GI Independent
Positive feedback continues for intercity bus service	12/5/2019	NTV
Grand Island hosts public meeting on proposed Tri-City bus route	12/6/2019	GI Independent
Ann Martin	12/8/2019	GI Independent
Loneliness an epidemic among seniors	12/14/2019	GI Independent
LIBRARY ALIVE: It's beginning to look a lot like the holidays	12/15/2019	GI Independent
Twas the "Working for the Weekend" before Christmas	12/19/2019	Local 4 TV
Children of all ages turn out to have Breakfast With Santa at Grand Island Public Library	12/21/2019	GI Independent
Grant to help digitize Wood River historic newspapers	12/22/2019	GI Independent
Children's Day event a huge success	12/22/2019	GI Independent
Makerspace keeps families engaged in learning during Christmas break	12/26/2019	NTV
Kids keep busy at library winter break program	12/26/2019	GI Independent
Kids keep busy at library winter break program	12/26/2019	Spot On Nebraska
Club Calendar - January 2020	12/27/2019	GI Independent
GISH upper academies launch top education, county stories	12/27/2019	GI Independent
Photos for Publication Friday, December 27, 2019	12/27/2019	GI Independent
LIST: Top local stories of the decade, 2010-2018	12/27/2019	GI Independent
LIBRARY ALIVE: Bringing in 2020 GILIBRARY style	12/28/2019	GI Independent
Weather Outtakes gallery from Monday, December 30, 2019	12/30/2019	GI Independent
Free blood pressure checks support healthy New Year's resolutions	1/2/2020	KFXL
Weekend activities keep holiday mindset rolling	1/2/2020	Local 4 TV
Free blood pressure checks support healthy New Year's resolutions	1/2/2020	NTV
Polar bear is fitting subject for craft project this time of year	1/2/2020	GI Independent
Film speaks up for early childhood education	1/3/2020	GI Independent
Ann Martin	1/5/2020	GI Independent
Former Independent columnist pens biography on Omaha World-Herald's former publisher John Gottschalk	1/7/2020	GI Independent
Blood pressure check set for Wednesday at library	1/8/2020	GI Independent
GI library celebrates law enforcement appreciation day	1/9/2020	Local 4 TV
Library shows support for police during Law Enforcement Appreciation day	1/10/2020	News Channel Nebraska
Children read with police officer	1/10/2020	GI Independent
Library shows support for police during Law Enforcement Appreciation day	1/10/2020	Local 4 TV
LIBRARY ALIVE: Pay it forward with your library	1/11/2020	GI Independent
'No Small Matter' documentary to be shown at the Grand on Thursday	1/11/2020	GI Independent
Local briefs: City offices observe MLK holiday	1/15/2020	GI Independent
Sasse Staff to Hold Mobile Office in Hall County	1/18/2020	Doniphan Herald
Grand Island thinking long term with 2045 Long Range Transportation Plan	1/21/2020	Local 4 TV
Your Ticket: Local author to discuss new book at library event	1/22/2020	GI Independent

Youth & Family Service Librarian's Monthly Report

Name: Celine Swan

Date: January 2020

Last Month

Collection Development

- Ordering new books for kids and teens.
- Weeding and Placing 2/3rd copies in good shape in back for future outreach.

Scheduling

- Winter Break scheduling for staff
- Program Break Scheduling
- Added Children's/Roving back in
- Added Pages to phone/checkin for one or two hours per week

SOD/LOD Staff Work

- Management meeting with Library Asst II's Dec 9 (new staff ref training and page training for check-in) staff monthly trainings, duty assignment-alignment with new staff, research policies for study rooms, bringing bags in (done), bed bugs (done), and visitations, each LA2 is working with a new staff member, Makerspace training, getting PITTS people entered, trainings on databases, have bug dog visit the library 2-4 times per year for prevention, updating the children's manual-Celine and Susie, Elle is updating the reference, makerspace manual, all will review the makerspace waiver, policy.
- Librarians/LA2 Meeting Dec 30 Went over final policy work, and bug dog visits 2x a year and give to Steve. Zone leads will hand out staff job duties, we will meet monthly Week B Wed 2-4 pm, LA2s are working on Staff Training, Makerspace-new policy, waiver, and staff training on book a librarian, Database training, SRP donations-SC,LM and KM, marketing promotions with Irasema and supervised visitation handout, Updating Manuals, working with new staff, wireless printing training for LOD's, and staff safety training, Supercharge Storytimes work-JS. Entering all PITS, Elle on CYC Board, Reference training for new

Committee Work with Outside Agencies

- H3C monthly 0-11 meeting
- National League of Cities webinars
- NLC/H3C planning No Small Matter
- Children's Museum Board Meeting 12/16/19
- Communities for Kid's meeting at the library 12/18/2019
- Partnerships with schools, nonprofits, mall, hospitals, United way
- Humanities Nebraska PrimeTime Idea Exchange 12/7 in Lincoln 9:30-3 pm.

Children's Renovation

- Collection maintenance to have a manageable collection and plan future outreach
- Ordered New AWE computers
- Planning More Character Bins
- Working with Zone C to plan colors

Programs

- Regular children's programming
- Homeschooler's programs for children and tween/teen makerspace Dec 9
- TLC program
- Breakfast with Santa/Winter Break Dec 21 (30 ROTC and TLC volunteers)
- Winter Break Programs for children and tweens/teens Dec 23-Jan 4. We had 6 children's programs and 4 tween/teen.
- Planning - No Small Matters documentary at the Grand Theater with Barbara Beck CCC January 16 2020
- Planning work on the Bear Fair that takes place on February 11-partner programs with Early Learning Center
- Planning 2020 Summer Reading Program for Children and Teens
- Partner Program with Central District Health Dept 12/11/2019 Free Blood Pressure Checks

Library Management

- Press releases for programs for library, No Small Matter Event
- Library Column Dec 1
- Children's Programming Meeting-Dec 31, discussed Supercharged Storytimes training, nutritional snacks, ordering supplies, spring calendar-New Dog Hazel and trainer teacher Megan will start on Saturday in January
- Constant code-of conduct interactions with patrons, and families
- Library appraisals, coaching, training
- Library Management with staff, volunteers, students
- Makerspace Cricut Central Plains Workshop in Kearney December 3 for Shaun, Elle, Chris and Celine
- Turned in NLC 2018 Youth Summer Grant report for programs and makerspace materials purchased from Summer 2019

This Month

Collection Development

- Ordering
- Weeding

Scheduling

- Add new staff to reference positions
- Schedule children's staff for the Central Plains Library System Summer Reading Workshop Gala held at the GIPL March 19

SOD/LOD Staff Work

- Meeting 1/22/2020
- Work with Irasema on new library logo, marketing for the summer reading program flyers, etc, resuming newsletter and Supervised Visits Flyer.
- Libraries Lead with Digital Skills Grant, work with Shaun then 6 staff

Committee Work with Outside Agencies

- National League of Cities meetings with H3C director and Barb for No Small Matter And met with Mayor Steele 1/14/2020
- H3C-No Small Matters documentary at the Grand on Jan 16-major publicity campaign

- H3C Committee planning work-Zoom mtg with Robin Dexter 1/3/2020
- NLC webinar 1/22/2020
- H3C visit to Red Cloud to visit Child Care Centers 1/24/2020
- Meet with United Way and Youth Leadership Tomorrow for promotion of Summer Reading Program's efforts to combat summer learning slide

Children's Renovation

- Collection maintenance in Easy Books and ERs, more Character Bins to have a manageable collection and plan future outreach
- Painting wall planning
- Adding Cupboards to the Children's Office
- Planning ECRTTR Train Mural in Children's-plan vinyl train
- Planning and ordering new furniture, circ desk, shelving
- Planning areas on project planning tool
- AWE Computers came in

Programs

- Homeschoolers programs on Jan 13 for elementary and makerspace for tween/teen
- Partner program with Central District Health Dept FREE BLOOD PRESSURE CHECKS 1/15/2020
- Planning meeting for staff for New Humanities Nebraska Prime Time Preschool that starts Mondays, Feb 24-March 30
- Planning work on the Bear Fair that takes place on February 11
- Planning 2020 Summer Reading Program for Children and Teens, book calendar, kick off dates, and performers
- Outreach programs-Alessandra visited Central Community College, had large number of library applications applied for, taught students and staff about databases, 3 more outreaches in Feb
- Breastfeeding Class 2/18/2020 from 11-1 with CDHD/WIC
- Outreach to Early Learning Center 3 locations on 2/5, 2/6, and 2/10 for Bear Fair and Literacy

Library Management

- Library appraisals, coaching, training
- Working on future outreach delivery
- Booked PLA conference-registered, and booked Air, Hotel
- Grant money spending-ideas
- Have worked on getting flyers on fb and web site as pdf's
- Applied for the NLC First Books Grant "Books2Kids Learning Initiative", webinar 1/30/2020
- Library Column on 1/12/2020

Adult & Technical Service Librarian's Monthly Report

Name: Shaun Klee

Date: January 2020

Last Month

NLC Annual Stats

- Compile statistics for the Nebraska Library Commission Annual Report

Collection Development/Maintenance

- Catalog Cleanup—item notes
- Children's Audiobooks—repackage into slim cases
- Serials—Work Title Changes List from Ebsco to update MARC records & Serials enumeration/planning from magazine publishers
- Weeding
- Acquisitions—ordering print, AV, and digital content

Technology

- Coordinating computer filter upgrade with vendor, IT and Duey's Computer Service (contract IT)
- Coordinating EZProxy server upgrade with IT and Duey's Computer Service
- SAM & printing troubleshooting, various
- Pioneer Consortium troubleshooting problems (various issues) with South Sioux City, Bennington, St. Paul, and Central City
- Microfilm reader quotes for grant (grant ultimately not funded)

Adult Programming

- Planning January 2020 local author visit, George Ayoub
- Local Art Show in Art Galley
- Summer Reading merchandise ordering

Other

- Central Plains Library System Workshop in Kearney, Dec 3, 2019
- Library Column, published Dec 15, 2019
- MST meeting – discussing policies and having Bed Bug sniffing dogs inspect library

This Month

Collection Development/Maintenance

- Catalog cleanup
- Children's audiobooks
- Weeding
- Acquisitions

Technology

- Finish EZProxy upgrade

- Complete the filter Installation with Comprise and City IT
- Schedule Biblioovation Koha upgrade
- Start working on digitization of patron application forms

Programming

- George Ayoub visit on January 26
- Library Column for publication on January 26
- Register for Sheldon Statewide art exhibition
- Start working on Libraries Lead With Digital Skills project with Public Library Association and Google
- Determine resources for expanded fact-based services and promotion with public

Library Director's Monthly Report

Name: Steve Fosselman

Date: January 2020

Last Month

Renovation and Building Needs

- Installation of Wireless Access Points week of December 9
- AV installation in Meeting Room B/C started last week of December, including assistive hearing technology
- HVAC Study – continued work with The Clark Enersen Partners on study to determine needs and options for replacing 1970's vintage HVAC system
- Installation of additional furniture for meeting rooms, Makerspace, etc.
- Ordered new Hot Picks shelving
- Worked with Foundation consultant on a Best Buy grant application

City and County Business

- Worked with City Legal and library staff on Makerspace Policy/Waiver approved by Library Board
- Forwarded the name of Sara White as Library Board recommendation for vacant position (appointed by Mayor and approved by Council at their November 26 meeting)
- Coordinating with City Finance Department on rolling out their new ExecuTime employee attendance and scheduling system

Management Support Team

- Started review of Nebraska Library Commission annual report compilation by Shaun and Nancy
- Continued work with Celine on potential Every Child Ready to Read area, help desk and other Children's Section rearrangement needs
- Assigned Shaun to develop means of digitizing our patron application forms

Other

- Attended Hall County Community Collaboration board meeting

This Month

Renovation and Building Needs

- Still working on selection of AV equipment for Meeting Room A and other areas
- Work with Grand Island Public Library Foundation on alternate renovation project budget possibilities, Finalize HVAC study and get ready to submit to City for Capital Projects consideration
- Still working on people counter system to capture all traffic through front door (currently only counting through security gates)
- Still working on shelf moving services in Adult Fiction, Multicultural Center and Large Print collection
- Anticipate installation of Commons welcome desk

City and County Business

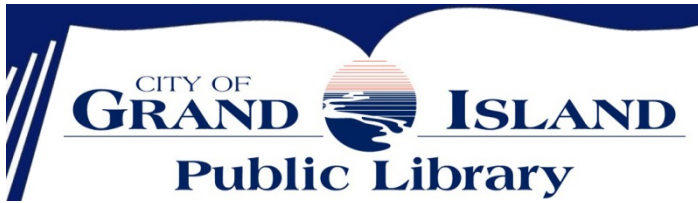
- Start process of recruiting temp/seasonal summer employees
- Work with City on future media contact procedures
- Continuing work toward implementation of Executime after it is placed in City Hall
- Start work with Nancy on possible division of Supplies budget (85505) into multiple codes for City budget

Management Support Team

- Assign Shaun to develop plan to upgrade our PTFS Liblime Koha automated system (checkout/checkin/online catalog) to the latest version called Bibliovation
- Work with Celine and Shaun on Libraries Lead with Digital Skills grant received from Public Library Association (attached)
- Work with Celine on possible grant for New Books and eBooks by Nonprofit First Book through Nebraska Library Commission
- Work with Celine and approve recommended procedures and brochure for Supervised Visits (will distribute)
- Finalize work with Celine and Shaun for their policy recommendations regarding Health and Safety, Personal Belongings, and Study Room
- Assign Shaun to coordinate an Art Alcove exhibit through Sheldon Statewide program
- Assign Shaun to expand our resources for fact-based services and promotion with public
- Work with Celine on a possible Summer Reading Program related partnership with United Way and Youth Leadership Tomorrow on a project to combat summer reading slide
- Work on FY 2018-19 annual report with Celine and Shaun
- Work with Celine and Shaun on library collections evaluation
- Work with Celine on outreach delivery options
- Work with Shaun and Celine on Makerspace policy/waiver implementation

Other

- Partnership Statement of Commitment with Grand Island Public Schools for their expansion grant for GIPS preschool (attached)
- Start working on American Library Association Libraries Transform Communities Engagement Grant due February 3, 2020
- Work with Foundation on 2020 book sale plans, funding assistance for Sheldon Statewide art exhibition and other fine arts needs, and formalizing an agreement between the Library Board and the Foundation Board
- Hall County Community Collaboration board meeting
- Participation in community meeting on proposed tri-city bus route



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

October-December 2019

To Hall County Board of Supervisors:

At the end of December 2019 our statistical report showed a total of 1,030 Hall County household cards, yielding 26 household cards issued this past quarter.

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

Balance September 30, 2019	1,004
October – December 2019 Issues	26
Balance December 30, 2019	1,030

A handwritten signature in black ink that reads "Steve Fosselman". The signature is written in a cursive style with a horizontal line underneath it.

Steve Fosselman, Library Director
January 3, 2020

From: [Libraries Lead](#)
To: [Marijke Visser](#)
Subject: Congratulations from Libraries Lead with Digital Skills - NE
Date: Monday, January 06, 2020 9:40:03 AM

Dear applicant:

Congratulations! It is our sincere pleasure to inform you that your application was accepted (pending verification below) for Libraries Lead with Digital Skills! Please review this email carefully as it includes information about your next steps. We are looking forward to supporting your extraordinary work and learning from you; but before we can move forward, we need your help with just a few administrative matters that require a complete response from you.

1: Please “reply” within 48 hours

On behalf of your library, please reply to this email to certify that you agree to the following terms. Unless you would like to add any caveats or questions, your reply can simply say “I agree to comply with the requirements of the program scope and I confirm that ALA has permission to introduce me to Google’s team.”

-

Program requirements:

- **Your program must be free of cost (including deposits) for attendees to participate.**
- **You be able to implement the program in your application within 60 days of this email. If not, you will be ineligible for Spotlight Award consideration.**
- **Understand that upon selection, you will receive a pre-approval notice but will only receive funding after you hold your event and return a completed report showing successful accomplishment of your program to PLA.**
- **Upon selection, will you be able to share photos, video, or other relevant media of your funded program in local media and social media outlets.**
- **You have prior approval from your library administration to implement this program.**

- **Permission to introduce you to our Google colleagues.** We would like your permission to share your name, contact information, and application with our collaborators at Google for the purpose working together on Libraries Lead with Digital Skills, for example, coordinating the community of practice, or answering questions you may have, or provide support where possible. Your information will not be shared outside of this small team for any other purpose unless you agree. If you do not want to be introduced to the team at Google, please let us know and we can discuss alternatives.

2: Submit your W9

The American Library Association requires that you submit a [W9](#) for your library. Please send an email to librarieslead@gmail.com with the subject line: "Libraries Lead with Digital Skills - [insert Library Name]" and attach a completed and signed W9 for your library.

3: Announce the excitement to your community!

If you would like your community and stakeholders to know that you have been accepted into this initiative, please feel free to use the communications suggestions we've provided in the [Awardee Toolkit](#). The ALA and PLA will be sharing the good news, so keep an eye out on their social channels if you'd like to launch your announcement as an engagement from theirs. We will keep you posted when our announcement is released.

4: Join the Community of Practice

You will be invited to the Libraries Lead Community of Practice Google discussion group where you will find key information about the project as well as recorded informational sessions. Please let us know if you have any trouble accessing - we want to set you up for success! Once you've joined, please introduce yourself to the discussion group and view the [recorded informational session](#).

5: Start planning!

Your program must be held within 60 days of receiving this acceptance letter. Please take a look at the [Awardee Toolkit](#) to review communications assets, branding graphics, event ideas, and more resources to support your program. If you notice that anything is missing that would be helpful to your program, please let us know at librarieslead@gmail.com and we will try to create it for you! We are always looking to improve our resources to create a better experience for future librarians and your feedback is key.

6: [Sign up for Project Outcome](#)

You are encouraged to administer one of the appropriate topical surveys (Education/Lifelong Learning, Job Skills, Digital Learning, Economic Development) at the end of your workshop or event to measure your impact and outcomes. The topical surveys are available at projectoutcome.org.

What happens after your workshop or event? We will cover requirements in the community of practice call and full details are also included in our [Awardee Toolkit](#). To make sure you are thinking ahead, you are required to submit a recap report to PLA within one week upon completion of your event (recap requirements are in the [Awardee Toolkit](#)). Once your program has been implemented, and you have submitted your recap report, we will begin processing your award funds and reviewing your submission for Spotlight Award eligibility. Please allow 3-4 weeks for processing time for your funds. If you are selected for the Spotlight Award, we will be in touch soon.

Questions?

We are here to help! Contact us librarieslead@gmail.com.

Thank you and we look forward to working with you!

Sincerely,

The Libraries Lead Team
Leighann Wood, Program Manager, PLA
Marijke Visser, Senior Policy Advocate, ALA Washington
Nicky Rigg, engEDU Program Manager, Google

PARTNERSHIP STATEMENT of COMMITMENT

Directions: This form should be completed by each local partner (agency, organization, etc.), including the applicant district/ESU. Please make copies of this form for each partner to complete and submit with the application.

Partner Name: Grand Island Public Library		
Address: 1124 West Second Street	City: Grand Island	Zip Code: 68801
Contact Person: Steve Fosselman	Title: Library Director	
Telephone Number: 308-385-5333	Email Address: stevef@gilibrary.org	

As a partner in the program, this agency will commit the following resources, time, ongoing representation, etc. to assure that the program provides a high quality early childhood experience:

Grand Island Public Library will provide GIPS Preschool with literacy resources and experiences for students through resources and activities. GI Public Library will also provide GIPS Preschool with ideas and suggestions regarding training and resources that would be beneficial to staff and families in the community. We will also refer families that would benefit from a preschool experience.


We will also partner with GIPS Preschool by providing opportunities to participate in library preschool programming and community outreach. Examples are:

- The annual Bear Fair, a health and safety fair at Grand Island Public Library for preschool children
- Preschool story times, Summer Reading Program, Primetime Family Reading Time
- Library card sign-up events

GIPS Preschool will share information with families about these events.

We will maintain our long-standing partnership with GIPS preschool including participation in Hall County Community Collaborative committees and activities.

The partner's signature on this form verifies participation in the development of the grant application, a full awareness of the content of the grant application, and agreement to participate in the development of a written partnership agreement.

Signature of Partner: 	Date: January 2, 2020
---	---------------------------------