



## Library Board

**Monday, September 28, 2020  
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  
Tanya Hansen, President  
Maria Lopez, Vice President  
Benjamin Boeselager, Secretary  
Edward Meedel  
Kelli Arens  
Jaime Parr  
Sara White
3. Public Participation
4. Approval of Minutes of August 18, 2020
5. Approval of Financial Reports
6. Approval of Bills Submitted - August 25, 2020 and September 8, 2020
7. Approval of Director's Report
8. Board Communications and Committee Reports

9. Interlocal Library Agreement
10. Jamie LaRue Webinar
11. Next Meeting
12. Adjournment

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# Library Board

Monday, September 28, 2020

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, September 28, 2020

Regular Meeting

## Item B1

**Approval of Minutes of August 18, 2020**

Staff Contact:

CITY OF GRAND ISLAND  
GRAND ISLAND PUBLIC LIBRARY BOARD  
OFFICIAL PROCEEDINGS  
MINUTES OF REGULAR LIBRARY BOARD MEETING  
August 18, 2020

Pursuant to due call and notice thereof, a Regular Meeting of the Library Board of the Grand Island Public Library was conducted on Tuesday, August 18, 2020. Notice appeared in the *Grand Island Independent* on August 13, 2020. A quorum present, President Tanya Hansen called the meeting to order at 4:00 p.m. The following members were present: Ed Meedel, Kelli Arens, Sara White and Maria Lopez. Also present were Library Director Steve Fosselman, Library Youth and Family Services Librarian Celine Swan and City Council Liaison Vaughn Minton.

Open Meetings Law Notice: Provided by President Tanya Hansen.

Public Participation: None

Approval of Minutes: Motion by Ed Meedel, seconded by Maria Lopez, carried unanimously to accept for filing the Minutes of the July 20, 2020 library board meeting.

REPORTS:

Approval of Financial Report: July reports were not available from city hall.

Approval of Bills Submitted: Motion by Ed Meedel, seconded by Maria Lopez, carried unanimously to accept for filing the July 28, 2020 and August 11, 2020 Bills Submitted.

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

Board Communications and Committee Reports: Tanya Hansen met with Jerry Janulewicz and Jane Richardson and an agreement was not met. They will meet again to decide on amount.

Consideration of Policies Currently in Committee: Tabled.

Consideration of Committee Assignments and Bylaws Changes: A committee of Jerry Janulewicz, Steve Fosselman and Tanya Hansen was assigned for the hiring of the new Library Director. A joint committee of Library Board and City Admin consisting of Tanya Hansen, Maria Lopez, Ed Meedel, Jerry Janulewicz, Jennifer Hansen and Mayor Steele. Motion by Kelli Arens, seconded by Sara White, carried unanimously to accept for filing the Consideration of Committee Assignments and Bylaws Changes.

Approval of Recommendation of Celine Swan as Interim Library Director: Motion by Ed Meedel, seconded by Kelli Arens, carried unanimously to accept for filing the Recommendation of Celine Swan as Interim Library Director.

Discussion of FY 2020-2021 Budget Process: Nothing new to report.

Approval of 201 Fund Budget for FY 2020/2021: Each year there is an expenditure of \$5,000 for nonfiction books out of the Library's 201 fund. This approval needs to be made on an annual basis during budget time. Motion by Maria Lopez, seconded by Kelli Arens, carried unanimously to accept for filing the 201 Fund Budget for FY 2020/2021.

Next Meeting: Monday, September 28, 2020 at 4:30 pm

There being no other business the meeting was adjourned at 5:37 p.m.

Ben Boeselager, Secretary

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# Library Board

Monday, September 28, 2020

Regular Meeting

## Item B2

### Approval of Financial Reports

*The reports of revenues and expenditures since the last board meeting are submitted as generated, subject to City Finance Department journal entry changes.*

Staff Contact:

08/17/2020 10:49  
mollym

CITY OF GRAND ISLAND  
LIBRARY REVENUES  
FOR THE MONTH ENDED JULY 2020

P 1  
glytdbud

FOR 2020 10

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
74350 COUNTY SHARE OF LIBRARY	-25,000	-25,000	-22,500.00	-6,250.00	.00	-2,500.00	90.0%
74365 STATE GRANTS	-7,107	-7,107	-7,383.00	.00	.00	276.00	103.9%
74576 COPY MACHINE USE FEES	-11,000	-11,000	-6,463.60	-419.15	.00	-4,536.40	58.8%
74703 FINES AND PENALTIES	-25,000	-25,000	-11,255.56	-757.55	.00	-13,744.44	45.0%
74725 NONRESIDENT CARD FEE	-5,500	-5,500	-3,450.00	-490.00	.00	-2,050.00	62.7%
74795 OTHER REVENUE	-14,000	-14,000	-6,461.22	-781.30	.00	-7,538.78	46.2%
TOTAL LIBRARY	-87,607	-87,607	-57,513.38	-8,698.00	.00	-30,093.62	65.6%
TOTAL GENERAL FUND	-87,607	-87,607	-57,513.38	-8,698.00	.00	-30,093.62	65.6%



08/17/2020 10:48  
mollym

CITY OF GRAND ISLAND  
LIBRARY EXPENSES  
FOR THE MONTH ENDED JULY 2020

P 1  
glytdbud

FOR 2020 10

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
85105 SALARIES - REGULAR	1,154,011	1,154,011	824,151.37	72,539.86	.00	329,859.63	71.4%
85110 SALARIES - OVERTIME	750	750	217.11	10.52	.00	532.89	28.9%
85115 F.I.C.A. PAYROLL TAXES	88,132	88,132	59,097.79	5,221.36	.00	29,034.21	67.1%
85120 HEALTH INSURANCE	131,756	131,756	95,918.97	10,141.24	.00	35,837.03	72.8%
85125 LIFE INSURANCE	1,500	1,500	1,185.25	126.94	.00	314.75	79.0%
85130 DISABLITY INSURANCE	2,135	2,135	1,731.19	202.15	.00	403.81	81.1%
85145 PENSION CONTRIBUTION	50,191	50,191	41,033.80	4,043.67	.00	9,157.20	81.8%
85150 WORKERS COMPENSATION	2,043	2,043	342.29	.00	.00	1,700.71	16.8%
85160 OTHER EMPLOYEE BENEFITS	800	800	454.80	29.28	.00	345.20	56.9%
85161 HRA-VEBA	11,440	11,440	9,020.00	940.00	.00	2,420.00	78.8%
85213 CONTRACT SERVICES	10,000	16,853	16,781.20	.00	.00	71.55	99.6%
85241 COMPUTER SERVICES	31,848	38,648	27,659.59	8,064.71	.00	10,988.41	71.6%
85245 PRINTING & BINDING SERVICES	2,300	2,300	925.50	.00	.00	1,374.50	40.2%
85305 UTILITY SERVICES	55,000	55,000	38,726.21	2,916.76	.00	16,273.79	70.4%
85317 NATURAL GAS	5,000	5,000	3,777.90	82.33	.00	1,222.10	75.6%
85319 REPAIR & MAIN-LAND IMP/IRRIGA	1,000	1,000	.00	.00	.00	1,000.00	.0%
85324 REPAIR & MAINT - BUILDING	15,000	20,163	27,084.51	2,509.30	2,540.87	-9,462.38	146.9%
85330 REPAIR & MAINT-OFF FURN & EQ	15,000	15,000	11,213.40	2.72	4,825.00	-1,038.40	106.9%
85335 REPAIR & MAINT - VEHICLES	480	480	.00	.00	.00	480.00	.0%
85350 SANITATION SERVICE	500	500	477.90	.00	.00	22.10	95.6%
85413 POSTAGE	6,000	6,000	3,250.21	190.75	.00	2,749.79	54.2%
85416 ADVERTISING	800	800	399.31	18.21	.00	400.69	49.9%
85422 DUES & SUBSCRIPTIONS	26,000	26,000	24,858.98	13,032.00	2,200.00	-1,058.98	104.1%
85425 BOOKS	106,273	106,273	65,628.02	10,166.86	.00	40,644.98	61.8%
85426 AV/ELECTRONIC MEDIA	106,274	106,274	93,075.16	8,287.89	.00	13,198.84	87.6%
85427 PERIODICALS	15,500	15,500	14,133.48	.00	.00	1,366.52	91.2%
85428 TRAVEL & TRAINING	2,500	2,500	3,602.09	.00	40.00	-1,142.09	145.7%
85453 CASH OVER & SHORT	100	100	16.47	-.03	.00	83.53	16.5%
85490 OTHER EXPENDITURES	1,000	1,000	1,827.45	1,015.73	.00	-827.45	182.7%
85505 OFFICE SUPPLIES	56,000	56,000	27,951.67	2,183.24	.00	28,048.33	49.9%
85510 CLEANING SUPPLIES	4,000	4,000	2,198.50	976.50	.00	1,801.50	55.0%
85515 GASOLINE	500	500	297.35	66.14	.00	202.65	59.5%
85540 SMALL TOOLS & PARTS	15,000	15,000	8,632.00	.00	.00	6,368.00	57.5%
TOTAL LIBRARY	1,918,833	1,937,649	1,405,669.47	142,768.13	9,605.87	522,373.41	73.0%
TOTAL GENERAL FUND	1,918,833	1,937,649	1,405,669.47	142,768.13	9,605.87	522,373.41	73.0%

08/17/2020 10:44  
mollym

CITY OF GRAND ISLAND  
ALL REVENUES

P 136  
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FOR THE MONTH ENDED JULY 2020

FOR 2020 10		JOURNAL DETAIL 2020 10 TO 2020 10							
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									
<u>29555001 74602 PLANNING COMMISSION</u>	-120	-120	-120.00	-80.00	.00	.00	100.0%		
<u>2020/10/000007</u> 07/01/2020 CRP	-20.00	REF 250033	HOME FEDERAL		COMM BEAUTIFY AWARD				
<u>2020/10/000007</u> 07/01/2020 CRP	-20.00	REF 250034	EXCHANGE BANK		COMM BEAUTIFY AWARD				
<u>2020/10/000007</u> 07/01/2020 CRP	-20.00	REF 250035	FIVE POINTS BANK		COMM BEAUTIFY AWARD				
<u>2020/10/000007</u> 07/01/2020 CRP	-20.00	REF 250036	EQUITABLE BANK		COMM BEAUTIFY AWARD				
TOTAL PLANNING COMMISSION PLAQUE	-120	-120	-120.00	-80.00	.00	.00	100.0%		
74701 EDITH ABBOTT MEMORIAL LIBRARY									
<u>29555001 74701 EDITH ABBOTT MEMORI</u>	-500,000	-500,000	-81,770.65	.00	.00	-418,229.35	16.4%*		
TOTAL EDITH ABBOTT MEMORIAL LIBRA	-500,000	-500,000	-81,770.65	.00	.00	-418,229.35	16.4%		
74735 CONTINGENCY PROJECTS									
<u>29555001 74735 CONTINGENCY PROJECT</u>	-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									
<u>29555001 74799 CREDIT CARD REBATE</u>	-164	-164	.00	.00	.00	-164.00	.0%*		

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CITY OF GRAND ISLAND  
ALL EXPENSES

P 170  
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FOR THE MONTH ENDED JULY 2020

FOR 2020 10		JOURNAL DETAIL 2020 10 TO 2020 10						
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 PLANNING COMMISSION</a>	120	120	106.61	.00	.00	13.39	88.8%	
<a href="#">29555001 85042 EDITH ABBOTT MEMORI</a>	500,000	509,282	93,011.89	4,854.88	6,534.18	409,736.07	19.5%	
<a href="#">2020/10/000202</a> 07/28/2020 API	4,854.88	VND 010997 VCH498056	OPENING THE BOOK NOR SHELVING UNITS				218312	
TOTAL OPERATING EXPENSES	500,120	509,402	93,118.50	4,854.88	6,534.18	409,749.46	19.6%	
96 CAPITAL OUTLAY								
<a href="#">29555001 85010 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	750,120	759,402	93,118.50	4,854.88	6,534.18	659,749.46	13.1%	

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CITY OF GRAND ISLAND  
LIBRARY REVENUES  
FOR THE MONTH ENDED AUG 2020

P 1  
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FOR 2020 11

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
74350 COUNTY SHARE OF LIBRARY	-25,000	-25,000	-22,500.00	.00	.00	-2,500.00	90.0%
74365 STATE GRANTS	-7,107	-7,107	-7,383.00	.00	.00	276.00	103.9%
74576 COPY MACHINE USE FEES	-11,000	-11,000	-6,932.35	-468.75	.00	-4,067.65	63.0%
74703 FINES AND PENALTIES	-25,000	-25,000	-11,890.43	-634.87	.00	-13,109.57	47.6%
74725 NONRESIDENT CARD FEE	-5,500	-5,500	-3,960.00	-510.00	.00	-1,540.00	72.0%
74795 OTHER REVENUE	-14,000	-14,000	-6,461.22	.00	.00	-7,538.78	46.2%
TOTAL LIBRARY	-87,607	-87,607	-59,127.00	-1,613.62	.00	-28,480.00	67.5%
TOTAL GENERAL FUND	-87,607	-87,607	-59,127.00	-1,613.62	.00	-28,480.00	67.5%

09/21/2020 08:58  
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CITY OF GRAND ISLAND  
LIBRARY EXPENSES

P 1  
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FOR THE MONTH ENDED AUG 2020

FOR 2020 11

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10044301 LIBRARY							
85105 SALARIES - REGULAR	1,154,011	1,154,011	897,306.34	73,154.97	.00	256,704.66	77.8%
85110 SALARIES - OVERTIME	750	750	234.06	16.95	.00	515.94	31.2%
85115 F.I.C.A. PAYROLL TAXES	88,132	88,132	64,366.69	5,268.90	.00	23,765.31	73.0%
85120 HEALTH INSURANCE	131,756	131,756	106,060.21	10,141.24	.00	25,695.79	80.5%
85125 LIFE INSURANCE	1,500	1,500	1,312.19	126.94	.00	187.81	87.5%
85130 DISABLITY INSURANCE	2,135	2,135	1,934.95	203.76	.00	200.05	90.6%
85145 PENSION CONTRIBUTION	50,191	50,191	45,110.31	4,076.51	.00	5,080.69	89.9%
85150 WORKERS COMPENSATION	2,043	2,043	342.29	.00	.00	1,700.71	16.8%
85160 OTHER EMPLOYEE BENEFITS	800	800	484.08	29.28	.00	315.92	60.5%
85161 HRA-VEBA	11,440	11,440	9,960.00	940.00	.00	1,480.00	87.1%
85213 CONTRACT SERVICES	10,000	16,853	17,591.20	810.00	.00	-738.45	104.4%
85241 COMPUTER SERVICES	31,848	38,648	34,367.40	6,707.81	.00	4,280.60	88.9%
85245 PRINTING & BINDING SERVICES	2,300	2,300	925.50	.00	.00	1,374.50	40.2%
85305 UTILITY SERVICES	55,000	55,000	43,387.98	4,661.77	.00	11,612.02	78.9%
85317 NATURAL GAS	5,000	5,000	3,795.33	17.43	.00	1,204.67	75.9%
85319 REPAIR & MAIN-LAND IMP/IRRIGA	1,000	1,000	.00	.00	.00	1,000.00	.0%
85324 REPAIR & MAINT - BUILDING	15,000	20,163	27,537.62	453.11	2,294.57	-9,669.19	148.0%
85330 REPAIR & MAINT-OFF FURN & EQ	15,000	15,000	11,627.93	414.53	4,825.00	-1,452.93	109.7%
85335 REPAIR & MAINT - VEHICLES	480	480	27.58	27.58	.00	452.42	5.7%
85350 SANITATION SERVICE	500	500	594.70	116.80	.00	-94.70	118.9%
85413 POSTAGE	6,000	6,000	3,587.74	337.53	.00	2,412.26	59.8%
85416 ADVERTISING	800	800	412.60	13.29	.00	387.40	51.6%
85422 DUES & SUBSCRIPTIONS	26,000	26,000	27,427.98	2,569.00	.00	-1,427.98	105.5%
85425 BOOKS	106,273	106,273	70,086.50	4,458.48	.00	36,186.50	65.9%
85426 AV/ELECTRONIC MEDIA	106,274	106,274	103,715.57	10,640.41	.00	2,558.43	97.6%
85427 PERIODICALS	15,500	15,500	14,331.08	197.60	.00	1,168.92	92.5%
85428 TRAVEL & TRAINING	2,500	2,500	3,602.09	.00	.00	-1,102.09	144.1%
85453 CASH OVER & SHORT	100	100	15.98	-.49	.00	84.02	16.0%
85490 OTHER EXPENDITURES	1,000	1,000	2,633.09	805.64	.00	-1,633.09	263.3%
85505 OFFICE SUPPLIES	56,000	56,000	29,366.50	1,414.83	.00	26,633.50	52.4%
85510 CLEANING SUPPLIES	4,000	4,000	2,843.48	644.98	.00	1,156.52	71.1%
85515 GASOLINE	500	500	373.30	75.95	.00	126.70	74.7%
85540 SMALL TOOLS & PARTS	15,000	15,000	8,632.00	.00	.00	6,368.00	57.5%
TOTAL LIBRARY	1,918,833	1,937,649	1,533,994.27	128,324.80	7,119.57	396,534.91	79.5%
TOTAL GENERAL FUND	1,918,833	1,937,649	1,533,994.27	128,324.80	7,119.57	396,534.91	79.5%

09/21/2020 08:47  
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CITY OF GRAND ISLAND  
ALL REVENUES

P 134  
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FOR THE MONTH ENDED AUG 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:	ORIGINAL	REVISED	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
295 LOCAL ASSISTANCE	APPROP	BUDGET				BUDGET	USED	
<hr/>								
29555001 OTHER DEPARTMENT PROJECTS								
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74602 PLANNING COMMISSION PLAQUE								
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<a href="#">29555001 74602 PLANNING COMMISSION</a>	-120	-120	-120.00	.00	.00	.00	100.0%	
TOTAL PLANNING COMMISSION PLAQUE	-120	-120	-120.00	.00	.00	.00	100.0%	
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74701 EDITH ABBOTT MEMORIAL LIBRARY								
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<a href="#">29555001 74701 EDITH ABBOTT MEMORI</a>	-500,000	-500,000	-81,770.65	.00	.00	-418,229.35	16.4%*	
TOTAL EDITH ABBOTT MEMORIAL LIBRA	-500,000	-500,000	-81,770.65	.00	.00	-418,229.35	16.4%	
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74735 CONTINGENCY PROJECTS								
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<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%	
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74799 CREDIT CARD REBATE								
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<a href="#">29555001 74799 CREDIT CARD REBATE</a>	-164	-164	.00	.00	.00	-164.00	.0%*	
TOTAL CREDIT CARD REBATE	-164	-164	.00	.00	.00	-164.00	.0%	
TOTAL OTHER DEPARTMENT PROJECTS	-750,284	-750,284	-81,890.65	.00	.00	-668,393.35	10.9%	

09/21/2020 08:50  
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CITY OF GRAND ISLAND  
ALL EXPENSES

P 164  
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FOR THE MONTH ENDED AUG 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
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 PLANNING COMMISSION</a>	120	120	106.61	.00	.00	13.39	88.8%	
<a href="#">29555001 85042 EDITH ABBOTT MEMORI</a>	500,000	509,282	93,675.19	663.30	16,534.18	399,072.77	21.6%	
<a href="#">2020/11/000022</a> 08/05/2020 API	127.01	VND 010168 VCH498935	BANK OF AMERICA	CRICUT - Subscription			6886	
<a href="#">2020/11/000022</a> 08/05/2020 API	339.56	VND 010168 VCH499230	BANK OF AMERICA	AMAZON - furniture			6886	
<a href="#">2020/11/000022</a> 08/05/2020 API	-7.13	VND 010168 VCH499307	BANK OF AMERICA	CRICUT -Credit tax charged			6886	
<a href="#">2020/11/000148</a> 08/19/2020 API	203.86	VND 010168 VCH500241	BANK OF AMERICA	BUILDASIGN-COVID/VARIOUS SIGNS			6912	
TOTAL OPERATING EXPENSES	500,120	509,402	93,781.80	663.30	16,534.18	399,086.16	21.7%	
96 CAPITAL OUTLAY								
<a href="#">29555001 85010 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	750,120	759,402	93,781.80	663.30	16,534.18	649,086.16	14.5%	

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# Library Board

Monday, September 28, 2020

Regular Meeting

## Item B3

### Approval of Bills Submitted - August 25, 2020 and September 8, 2020

*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**

Org	Object	Vendor Name/Number	Description	Invoice	PO #	WO#	Check #	Amount
10044301		LIBRARY						
	<b>85241</b>	<b>COMPUTER SERVICES</b>						
	0	10168 BANK OF AMERICA	DEMCO - Sign up Subscription	TXN00073995			6912	3,484.56
	1	8791 ILLION DIGITAL TECH SOLUTIONS	I-TIVA SUPPORT 6/1/20-5/31/21	US000281			0	2,901.00
	<b>85324</b>	<b>REPAIR &amp; MAINT - BUILDING</b>						
	0	10168 BANK OF AMERICA	ACE - Maintenance Supplies	TXN00073782			6912	26.36
	0	10168 BANK OF AMERICA	CRESCENT ELECTRIC - BULBS	TXN00073956			6912	178.68
	0	10168 BANK OF AMERICA	MENARDS - COVID-19 / SUPPLIES	TXN00073775			6912	29.94
	<b>85335</b>	<b>REPAIR &amp; MAINT - VEHICLES</b>						
	0	10168 BANK OF AMERICA	NAPA - Maintenance Supplies	TXN00073795			6912	27.58
	<b>85350</b>	<b>SANITATION SERVICE</b>						
	0	10168 BANK OF AMERICA	MID NE DISPOSAL-JUL 2020 TRASH	TXN00073860			6912	58.40
	<b>85413</b>	<b>POSTAGE</b>						
	1	344 MIDWEST CONNECT LLC	POSTAGE	GH11 - 07/31/20			0	250.23
	<b>85416</b>	<b>ADVERTISING</b>						
	1	214 BH MEDIA GROUP INC	ADVERTISING	10040440 - JUL 2020			0	13.29
	<b>85422</b>	<b>DUES &amp; SUBSCRIPTIONS</b>						
	0	10168 BANK OF AMERICA	AMER LIBRARY ASSOC-DUES/C SWAN	TXN00073907			6912	337.00
	0	10168 BANK OF AMERICA	NEBLIBA - DUES / Lori Meffis	TXN00073782			6912	60.00
	1	3767 OCLC ONLINE COMPUTER LIBRARY	OCLC 07/01/20 - 06/30/21	1000562099			0	2,172.00
	<b>85425</b>	<b>BOOKS</b>						
	0	10168 BANK OF AMERICA	BRODART - BOOKS & PROCESSING	TXN00073681			6912	4,418.58
	<b>85426</b>	<b>AV/ELECTRONIC MEDIA</b>						
	1	562 MIDWEST TAPE	AUDIOBOOKS & DVDS	99201224	10326		0	154.94
	1	562 MIDWEST TAPE	AUDIOBOOKS & DVDS	99177509	10326		0	956.48
	1	562 MIDWEST TAPE	JUL 2020 HOOPLA	99286142	10326		0	3,939.16
	<b>85427</b>	<b>PERIODICALS</b>						
	1	8008 NORTH PLATTE BULLETIN	2 YEAR NEWSPAPER RENEWAL / SEPT 2020-AUG 2022	SEP 2020 - AUG 2022			0	78.00
	<b>85490</b>	<b>OTHER EXPENDITURES</b>						
	0	10168 BANK OF AMERICA	ULINE-COVID-19/TOTES ON WHEELS	TXN00073989			6912	730.32
	1	8792 CHASE PAYMENTECH LLC	CREDIT CARD USER FEE	2020JUL6614			6891	50.00

**Schedule of Bills**

Org	Object	Vendor Name/Number	Description	Invoice	PO #	WO#	Check #	Amount	
10044301		LIBRARY							
	85505	OFFICE SUPPLIES							
	0	10168 BANK OF AMERICA	AMER LIBRARY-Bookmarks&Posters	TXN00073962			6912	61.40	
	0	10168 BANK OF AMERICA	BRODART - BOOKS & PROCESSING	TXN00073681			6912	1,188.56	
	0	10168 BANK OF AMERICA	CORO MEDICAL - SUPPLIES	TXN00073467			6912	123.00	
	85510	CLEANING SUPPLIES							
	0	10168 BANK OF AMERICA	AMAZON - COVID-19 / GLOVES	TXN00073847			6912	103.96	
	0	10168 BANK OF AMERICA	MENARDS - COVID-19 / SUPPLIES	TXN00073775			6912	22.32	
	0	10168 BANK OF AMERICA	MENARDS-COVID-19GLOVES& MASKS	TXN00073812			6912	69.60	
	85515	GASOLINE							
	1	83 CITY OF GRAND ISLAND-TREASURI	REPAIR SHOP JULY 2020	LIBR 2020-07			0	75.95	
							<b>10044301 Org Total</b>	<b>21,511.31</b>	



**Schedule of Bills**

090820

<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>
<b>10044301</b>		<b>LIBRARY</b>						
	<b>85160</b>		<b>OTHER EMPLOYEE BENEFITS</b>					
	0	10168 BANK OF AMERICA	TASC - ADMIN FEES	TXN00074544			6925	29.28
	<b>85324</b>		<b>REPAIR &amp; MAINT - BUILDING</b>					
	0	10168 BANK OF AMERICA	ACE - MAINT SUPPLIES	TXN00074247			6925	6.64
	0	10168 BANK OF AMERICA	MENARDS - MAINT SUPPLIES	TXN00074076			6925	11.99
	0	10168 BANK OF AMERICA	MENARDS - MAINT SUPPLIES	TXN00074155			6925	20.10
	0	10168 BANK OF AMERICA	NE SAFETY &-INSPECT FIRE ALARM	TXN00074279			6925	335.00
	0	10168 BANK OF AMERICA	ORSCHELN - MAINT SUPPLIES	TXN00074226			6925	71.68
	0	10168 BANK OF AMERICA	PRESTOX- AUG 2020 PEST CONTROL	TXN00074296			6925	147.00
	0	10168 BANK OF AMERICA	PRESTOX-JULY 2020 PEST CONTROL	TXN00074277			6925	147.00
	<b>85330</b>		<b>REPAIR &amp; MAINT - OFF FURN &amp; EQ</b>					
	0	10168 BANK OF AMERICA	CAPITAL BUSINESS - COPY FEES	TXN00074302			6925	128.87
	0	10168 BANK OF AMERICA	KONICA MINOLTA-JUL 2020 COPIES	TXN00074447			6925	38.08
	<b>85413</b>		<b>POSTAGE</b>					
	1	344 MIDWEST CONNECT LLC	POSTAGE	GI11 - 08/15/20			0	221.97
	<b>85422</b>		<b>DUES &amp; SUBSCRIPTIONS</b>					
	0	10168 BANK OF AMERICA	NE LIBRARY ASSOC- DUES/ S.KLEE	TXN00074427			6925	60.00
	<b>85426</b>		<b>AV/ELECTRONIC MEDIA</b>					
	1	562 MIDWEST TAPE	AUDIOBOOKS & DVDs	99257777	10326		0	261.40
	1	562 MIDWEST TAPE	AUDIOBOOKS & DVDs	99231069	10326		0	322.88
	<b>85505</b>		<b>OFFICE SUPPLIES</b>					
	0	10168 BANK OF AMERICA	AMAZON - SUPPLIES	TXN00074401			6925	237.99
	<b>85510</b>		<b>CLEANING SUPPLIES</b>					
	0	10168 BANK OF AMERICA	MENARDS - COVID-19 / MASKS	TXN00074397			6925	49.38
	0	10168 BANK OF AMERICA	SAMS- COVID-19/ MASKS & TOWELS	TXN00074102			6925	38.94
<b>10044301 Org Total</b>							<b>2,128.20</b>	

Council Meeting  
September 08, 2020

**Schedule of Bills**

090820

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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>
28014310	85241	PIONEER CONSORTIUM COMPUTER SERVICES	ANNUAL PIONEER CONSORTIUM MAINT	INV-0000035779	36198		0	20,000.00
	1	10194 LIBLIME						
<b>28014310 Org Total</b>								<b>20,000.00</b>

Prepared by

*Nancy Broich*

<b>Library Funds Disbursement Voucher</b>	
<b>Approved by:</b> Tanya Hansen	<b>Date</b> Sep 4, 2020
<b>Library Board President</b> <i>Tanya Hansen</i>	
<b>Authenticated by:</b> Benjamin E Boeselagers	<b>Date</b> Sep 4, 2020
<b>Library Board Secretary</b> <i>Benjamin E Boeselager</i>	

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# Library Board

Monday, September 28, 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:

<a href="#">Club Calendar - August 2020</a>	8/3/2020	GI Independent
<a href="#">KRGi Radio-City Interview</a>	8/4/2020	KRGi Radio
<a href="#">Girl Scouts Drive-Thru Registration, Grand Island NE</a>	8/5/2020	Eventbrite
<a href="#">LIBRARY ALIVE: Beat the dog days of summer with the library</a>	8/11/2020	GI Independent
<a href="#">Grand Island looks at \$3.5 million in capital improvements</a>	8/11/2020	GI Independent
<a href="#">Hall County not worried about voter fraud through mail-in ballots</a>	8/13/2020	Local 4 News
<a href="#">GI Public Library starts virtual fall programs next week</a>	8/19/2020	Local 4 News
<a href="#">Library offers virtual programming for youth</a>	8/22/2020	GI Independent
<a href="#">LIBRARY ALIVE: Step right up to a good book</a>	8/22/2020	GI Independent
<a href="#">Long time Director of the Grand Island Public Library set to retire</a>	9/1/2020	Local 4 News
<a href="#">Grand Island Library's Director Steve Fosselman will retire in September</a>	9/1/2020	NTV
<a href="#">LIBRARY ALIVE: Another classic Calvin and Hobbes moment for me</a>	9/6/2020	GI Independent
<a href="#">Celine Swan named interim director for Grand Island Public Library</a>	9/9/2020	GI Independent
<a href="#">Steve Fosselman hands over torch to next generation</a>	9/11/2020	Local 4 News
<a href="#">Fosselman retires leaving library legacy</a>	9/11/2020	NTV Facebook
<a href="#">Library director Steve Fosselman closes chapter on career of more than 43 years</a>	9/12/2020	GI Independent

# Youth & Family Service Librarian's Monthly Report

Name: Celine Swan

Date: September 2020

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## Since Last Report

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### Collection Development

- Ordered limited materials, Weeding

### Scheduling

- All staff work 9:30-6 pm Monday-Friday and Saturday 9:30-1 pm. We have looked into what it would take to be open evenings, and we would need more staff to cover stations and do programs.

### SOD/LOD/Staff Work

- Staff worked on cleaning and quarantine material rotations, virtual programming, billing notices and working on getting materials back, social media promotions.
- We created study table checkout, Meeting Room B setup for 15, Meet-ups setup, bibliotherapy bookmarks and web sites.
- Working on adding Youtube library channel
- Provided virtual programs with Elle for Baby, Toddler, Preschool Storytimes
- Working on grant money with Kim from the GIPL Foundation Board for prizes for summer reading program and possibly more money for outreach services SUV or van.
- Work with H3C-Children's 0-11 group bi-weekly and once a month whole group
- Girl Scouts Drivethrough Membership Drive Outside Aug. 25 and 29.
- Irasema working on a new logo for Parentalk, and a newsletter template
- September is Library Card Signup Month Promotions
- Working with Northwest and feeder schools on library cards
- Library resource Zoom training for Northwest Schools library staff on Aug. 26
- Library card signup for Walnut and other GIPS middle schools
- Elle/Irasema planned the Edith Abbott Victorian Virtual Tea Party for Sept 26
- Staff working on database promotional posters for the schools

### Committee Work with Outside Agencies

- H3C work, met bi-monthly with core group of H3C Director, board, supervisors, ex. GIPS, Headstart, H3C-C4Kids Buffett Meeting with Nebraska Children's worked on planning for the Thriving Children's Conference Sept 14
- Met weekly on Zoom for City Dept. Director Meeting
- Met weekly on Zoom with Central Plains Library System and shared information, planning/ideas

### Children's Renovation and Work

- Updating the Dr. Seuss wall with signage/posters
- Creating New Logo for the Parentalk Area
- Have Ray continue to touch up paint the walls that are worn.

### Programs

- Virtual Programs began August 25-added HomeSchoolers, and teen/tween



## Library Management

- KRGI Interview on August 4
- Steve's retirement
- Work with Realm information, Covid training

## Upcoming

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### Collection Development

- Working on Fall Orders

### Scheduling

- Testing whentowork software-it will replace ScheduleSource

### Children's Renovation

- New Logo made with Cricut for the ParentTalk Area
- Have Ray continue to paint the walls that are worn.

### Program/Committee Work

- Provided virtual programs with Elle for Baby, Toddler, Preschool Storytimes
- Working on grant money with Kim from the GIPL Foundation Board for prizes for summer reading program and possibly more money for outreach services SUV or van.
- Work with H3C-Children's 0-11 group bi-weekly and once a month whole group
- Fall READ Campaign
- Attended Thriving Children's Conference Sept 14
- Edith Abbott Tea Party Sept 26
- Irasema created a new library youtube channel  
<https://www.youtube.com/channel/UCehk19kQwaUokQ4wW9B-grg>
- 

### Library Management

- Work with Irasema and staff on social media promotions and library newsletter
- We will promote Youtube Channel for the library
- Notify kids that read in the Beanstack program of prizes. Get their schools a reading certificate for their participation August 24
- CPLS Reading Promotion
- Training from Steve on his duties when he retires

# Adult & Technical Service Librarian's Monthly Report

Name: Shaun Klee

Date: Sept 2020

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## Since Last Report

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### Collection Development/Maintenance

- Weeding Large Print
- Catalog/MARC cleanup project
  - Superfluous/duplicate subject headings
  - Linking Hall County Community Archive (Digital Newspapers) to microfilm records
  - Authority cleanup
- Renewed serial subscriptions—
  - 4 new titles for 2020/2021, one technology/makerspace title and three new Spanish language titles
  - 12 titles not renewed due to low/no usage over the past 1.5 years
    - Over the past year (since Oct 2019), 27 additional titles we had subscribed to have been discontinued in print, have ceased publication altogether or merged with other titles by their publishers

### Circulation

- Lost items/overdues of items due before COVID closure
- Workroom cleanup

### Technology

- Bibliovation (formerly Koha) upgrade
  - Continuing to work out bugs and issues with system
  - Acquisitions and notifications modules still have many errors
- Support for self-checkouts (malfunctions on CIRC transactions)
- Schedule Software evaluations – changing from Schedule Source to WhenToWork
- Database Evaluations
- Overdrive/RBDDigital Audio/eBook merger – was supposed to be Sept. 1, but this did not occur, still waiting on notification from vendor when this will take place

### Staff Development/Training

- Fall Schedule updates
  - Transferring schedules to WhenToWork from Schedule Source

## Upcoming

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### Collection Development/Maintenance

- Cataloging Heritage Room microforms
- Catalog/MARC cleanup project

### Circulation

- Workroom cleanup

## **Technology**

- Continue working with Bibliovation upgrade (ongoing)

## **Staff Development/Training**

- WhenToWork Training

# Library Director's Monthly Report

**Name:** Steve Fosselman

**Date:** September 2020

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## Since Last Report

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### Library Board

- County interlocal agreement, Library Director recruitment process, budget for FY 2020/2021 including advocacy for recalling additional laid off employees
- August meeting - review of changes to Board portion of library website with manual including continuing education certification, library accreditation, board policy governance, library director administration, etc.

### City and County Business

- Continued coordination with City to implement phased-in restoration of library services in accordance with CDHD, state and CDC COVID-19 directives and guidelines
- Continual review of cost efficiency measures
- 

### Management Support Team

- Continuing assessment of our phased reopening, limited services and possible changes
- Work to restore Book Sale area with new donation box; some study desk areas
- Continued work with librarians on changing staff tasks and routines in our new normal
- Continued review of library literature, CDC, CDHD, webinars and other guidance to aid in COVID-19 planning

### Renovation and Building Needs

- Research additional AV equipment including video/sound recording equipment, and schedule for purchase
- Outdoor amenities including Children's Discovery Center
- 295 Fund (new) component of Donor Wall and Dedications Panels (existing)
- Various cabinet and counter renovations
- Various signage needs
- Work with Foundation on Crane sculpture will be delayed

### Other

- Attend Hall County Community Collaboration board meetings
- Attend Pioneer Consortium Exec and Membership meetings; work with City Finance on transfer of Pioneer Fund balance from Grand Island to Holdrege
- Prepare final report by September 11, 2020

## Upcoming-Steve Retired September 11, 2020

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# Library Board

Monday, September 28, 2020  
Regular Meeting

## Item D1

### Board Communications and Committee Reports

*This item allows for the introduction and discussion of board communications and committee reports. Included 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, September 28, 2020

Regular Meeting

## Item F1

### Interlocal Library Agreement

Staff Contact:

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# Library Board

Monday, September 28, 2020

Regular Meeting

## Item F2

**Jamie LaRue Webinar**

Staff Contact:



## Going to Vision: How to Develop a Meaningful and Effective Vision for Your Library

**Thursday, October 1, 2020; 2-3 PM Eastern**

Too often, boards and staff believe leaders just HAVE vision, a clear and compelling direction for the future of the organization. Often that vision may hinge on a specific aspect of the library: programming, collections, staff. Often, too, it offers a powerful end user promise. But where does the vision come from, and how? Are leaders just born with vision, or can they craft one? Using a framework from Jim Collin's "Good to Great," the process isn't complicated. Begin with an open mind and lots of questions. Keep summarizing and testing what you hear. Then, when there's consensus, put the question baldly: if that's where we want to go, what do we need to do to get there?

**Earn 0.1  
CEU when you  
attend!**

From this webinar, you will learn:

- To understand getting to vision as a collaborative and iterative process;
- To ask the kinds of questions that lead to deeper understanding and alignment; and
- To adopt a shared language that keeps focus on the vision as a motivator.

Audience: board members, directors, managers, and trainers at public, academic or special libraries.

**Presenter:** Jamie LaRue is the CEO of LaRue and Associates. Author of "The New Inquisition: Understanding and Managing Intellectual Freedom Challenges," Jamie was a public library director for many years, as well as a weekly newspaper columnist and cable TV host. From January of 2016 to November of 2018, he was director of the ALA's Office for Intellectual Freedom, and the Freedom to Read Foundation. He has written, spoken, and consulted extensively on intellectual freedom issues, leadership and organizational development, community engagement, and the future of libraries.

**Register Now**

**Can't attend on October 1st?** All registrants will receive a copy of the recording that day after the live event.

**Registration fee:** \$49/person.

**Group Rates:** During the Covid-19 crisis, we are reducing our group rates for parties of four or more to just \$25/person. This is good on any of our live webinars through the end of 2020. Everyone gets their own login link so they can safely watch on their own. In addition, they receive a copy of the recording to watch/re-watch at their convenience. If you'd like to sign up your team at this rate, please contact [jenny@libraryworks.com](mailto:jenny@libraryworks.com) as the online form will NOT calculate this new group rate.

Visit us at <http://www.LibraryWorks.com>