

MINUTES OF THE February 20th, 2024 Gering Public Library BOARD MEETING

Present:

Board Members: Suzanne Myers, Mary Robinson, Lexi Tallmon

Library Director: Christie Clarke

Foundation Liaison: Jay Skiles

City Council Liaison: absent

Robinson called the meeting to order at 5:00 pm and asked if there were any additions or changes to the agenda. Director Clarke asked to add under new business: 1) Talking about future attendance by board members and open meetings rules. 2) Presentation of the annual report at the City Council meeting Monday, February 26.

Myers moved and Tallmon seconded to accept addition to addenda. The vote was called.

Ayes": Myers, Robinson, Tallmon. "Nays": none. Abstaining: none. Absent: Kelly. The vote passed unanimously.

Board members reviewed the January 2024 board meeting minutes. Robinson asked for a motion to approve. Myers moved to approve the minutes and Tallmon seconded it. The vote was called. "Ayes": Myers, Robinson, Tallmon. "Nays": none. Abstaining: none. Absent: Kelly. The vote passed unanimously.

The statistical and financial reports were reviewed with explanation of "reference transactions" by Clarke; Robinson called for a motion to approve. Ayes": Myers, Robinson, Tallmon. "Nays": none. Abstaining: none. Absent: Kelly. The vote passed unanimously.

Board members reviewed the bills and Robinson called for a motion to approve them. Myers moved and Tallmon seconded to approve the bills. The vote was called. "Ayes": Myers, Robinson, Tallmon. "Nays": none. Abstaining: none. Absent: Kelly. The vote passed unanimously.

Director Clarke's Report:

1. The annual library report is scheduled for February 26, 2024 at the Gering City Council meeting. The board will need to decide who will present since Jeff Kelley will not be in town.
2. A new circulation desk is scheduled for installation on Friday, February 23, 2024. The library will be closed to the public on this date.
3. Kira Perez is officially on maternity leave. She had her baby girl on February 11 and is expected back to work in early May.
4. Sarah Wynn, DBA Karen's Cleaning services were terminated effective immediately on February 12, 2024. Locks were changed that day and a termination letter was sent that day via certified mail. Pat Heath and the city attorney were both aware and informed before termination. Library staff are stepping up to perform basic cleaning services until a new company/person is hired. Specifications will be written up this week to get the advertisement in by next week to solicit proposals.
5. The library has a city safety inspection scheduled for February 29, 2024.

6. The city administrator has decided to implement a new process to fill board vacancies when more than one candidate has expressed interest. Going forward the board with a vacancy will ask the candidates to submit a letter of interest to the mayor and he will use the letters in his consideration for a recommendation to council. Currently the library board has two candidates for its vacancy. The board will need to reach out to these candidates to request a letter of interest to be a library board member. The letter should be addressed to Mayor Ewing with a copy to board president Jeff Kelley.
7. Technological services were discussed with Pat Heath, City Administrator including Intralinks and Allo services and charges. A proposal by Clarke to add a part time public service and part time IT (internet technology) specialist librarian was suggested and will be considered. Consultations with Lied library and the Nebraska Library Commission about software and technology services have given ideas about software to replace "Clean Slate" with software such as "Deep Freeze". We may also take a look at Eakes cloud-based phone service.

The Gering Library Foundation Board Liaison, Jay Skiles reported that

1. The library has asked for money for a cotton candy machine and supplies for the summer reading program and other programs which was approved by the foundation.
2. Foundation was also asked for support for an author visit for the reading program. Platte Valley Companies will pay the \$500 honorarium for the speaker and the Foundation will pay for hotel expenses.
3. Sherry Preston has arranged for motivational speaker and barrel racer Amberley Snyder who is now wheel chair bound to come in the fall. The Foundation will manage funds for the speaker.

Unfinished Business: There was no unfinished business.

New Business:

1. Attendance and rules for Open Meetings Act was discussed. Clarke announced that it is okay to cancel a meeting if she knows that there will not be a quorum.
2. Myers will contact the two candidates for the library board and ask them to send a letter of interest to Mayor Kent Ewing and Library Board President, Jeff Kelley.
3. Clarke handed out drafts for the library report to the City Council. Members will check calendar and let director know if they are available to present February 26.
4. Board members were given new notebooks for The Trustee Manuals and reviewed the manual's content. Director Clarke will let members know which section we will review at future meetings and encouraged members to access Trustee Academy videos and log the information for accreditation.
5. The book, *On Censorship: A public Librarian Examines Cancel Culture in the US* by James LaRue was discussed. All board members present and the Foundation Liaison had read the book and library staff is encouraged to read it.

Meeting was adjourned by Robinson at 6:08 p.m.