

**THE FALLS CITY LIBRARY & ARTS CENTER**

**1400 STONE STREET**

**FALLS CITY, NEBRASKA 68355**

**January 3, 2024**

A meeting of the Library Board of the City of Falls City, Nebraska, was held at the Falls City Library & Arts Center 1400 Stone Street, in said City on the 3rd of January, 2024, at 4:00 P.M. Present were: Board Members: Allgood, Heckenlively, McNeely, Oliver, Harris, and recording secretary Librarian McCann. Absent: None. Notice of the meeting was given in advance thereof by posting in three public places, the designated method for posting as shown by the Certificate of Posting Notice attached to these minutes. Notice of this meeting was given to the President and Library Board of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public.

**AGENDA**

A motion was made by Harris and seconded by Allgood to approve the agenda for January 3, 2024 meeting. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Oliver, Harris, Heckenlively, McNeely. “NAY” None. Motion carried. Absent: None.

**MINUTES**

A motion was made by Harris and seconded by Allgood to approve the October 4 and December 6, 2023 minutes. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Oliver, Harris Heckenlively, McNeely. “NAY” None. Motion carried. Absent: None.

**CLAIMS & REVENUE**

There were no December claims available from City Office. Revenues were reviewed and a motion was made by Allgood and seconded by McNeely for approval. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Oliver, Harris, Heckenlively, McNeely. “NAY” None. Motion carried. Absent: None.

**SECURITY SYSTEM SCHEDULE/ IT CONSULTANT**

City Administrator Nussbaum and Building Maintenance Inspector Blake Buckminster met with Control Services to tour library and receive bid for new security system. The security updates have been completed by Brad Griffin as of August 2023. Brad Griffin has been contacted to fix IT issues with no response.

## **USED BOOK SALE**

A list of 154 items was reviewed and a motion was made by Allgood and seconded by Oliver to remove these items and sell with proceeds to the Grant Fund. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Oliver, Harris, Heckenlively, McNeely. “NAY” None. Motion carried. Absent: None.

## **LIBRARY OPERATIONS**

Recommendation to maintain the current schedule: Monday, Tuesday, Wednesday, 9:00 A.M. to 6:00P.M. Thursdays 9:00 A.M – 6:30P.M. Friday 9:00 A.M.-5:30P.M. At this time this schedule meets the needs of patrons use for computers and programs and meetings. Attendance has increased recently with Tuesdays being the busiest day. Discussion was held on Saturday hours, Mayor Harkendorf would like Saturday hours in place for the new fiscal year. Board members recommended surveying patrons to gauge interest, will discuss again in February.

## **BUILDING MAINTENANCE**

Roof is leaking over nonfiction stacks. Facility Maintenance Supervisor Blake Buckminster was notified by Librarian McCann. Leak was patched by Buckminster on December 7. Librarian McCann is not to coordinate any repairs directly with vendors, Buckminster is person of contact, per City Administrator Nussbaum. Other items on the maintenance list are cement sidewalks, steps, ramps, curbs, and exterior brick repairs.

## **ELECTION OF OFFICERS**

A motion was made by Oliver and seconded by McNeely to keep officers as is: Tim Heckenlively, President, Vice President, Kim Oliver, Secretary, Deb Harris. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Oliver, Harris, Heckenlively, McNeely. “NAY” None. Motion carried. Absent: None.

## **LIBRARIAN’S REPORT**

Monthly statistics, monthly handout

Continuing education report, attached.

Sinking Fund Balance: \$44,754

Grant Fund Balance: \$39,719 (not updated)

Stalder Gallery: Pure Nebraska. January 10, 2024 to mid-February. Featuring Nebraska Artists

Tuesday After school program. Baby/Toddler storytime on Wednesdays @ 11am and 5:15PM. Teen after school Thursday @ 3:30. Preschool storytime on Thursdays at 5:30PM.

Adult Craft Day – Monday, January 22 @ 10:30am and 4:30PM

Winter Reading Bingo for Adults and Children is January 1- March 1. Read books to get a bingo. For each bingo, get an entry into a prize drawing.

The library received \$1,110 for the 2024 Youth Grants for Excellence grant. Children’s Librarian Coonce plan is to provide an “on the go” storytime.

Staff vacations – Fay Ann Blaylock, January 24-February 12.

The next meeting of the Board: Wednesday, February 7, 2024 @ 4 P.M.

### **ADJOURNMENT**

A motion was made by Allgood and seconded by Oliver to adjourn the meeting. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Oliver, Harris, Heckenlivley, McNeely. “NAY” None. Motion carried. Absent: None.

### **MEETING ADJOURNED**

I the undersigned Library Director for the City of Falls City, Nebraska, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the President and the Library Board on January 3, 2024, that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting; kept continually current and available for public inspection at the office of the City Clerk; that such agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; that at least one copy of all reproducible material discussed at the meeting was available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided in advance notification of the time and place of said meeting and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

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Allie McCann, Librarian

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Tim Heckenlively, President