

**MEETING OF THE
LIBRARY BOARD OF THE CITY OF FALLS CITY, NEBRASKA
FALLS CITY LIBRARY & ARTS CENTER
FALLS CITY, NEBRASKA**

November 6, 2024

- 1. ROLL CALL:**
- 2. AGENDA APPROVAL:** November 6, 2024
- 3. MINUTES:** September & October 2024
- 4. CLAIMS & REVENUES:** September & October 2024
- 5. OLD BUSINESS**
 - a. Security System Schedule/ IT Maintenance
 - b. Used Book Sale: 188 books, 75 film, 0 other, 263 total items
 - c. Library Operations
 - d. Building Maintenance: Blake Buckminster
- 6. NEW BUSINESS:**
 - a. 2024-2025 Budget
 - b. Policy Review
 - c. Librarian's Report
- 7. ADJOURNMENT**

Allie McCann, Librarian

THE FALLS CITY LIBRARY & ARTS CENTER

1400 STONE STREET

FALLS CITY, NEBRASKA 68355

November 6, 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 6th of November, 2024, at 4:00 P.M. Present were: Board Members: McNeely, Allgood, Harris, and recording secretary Librarian McCann. Absent: Heckenlively, Oliver. 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 Allgood and seconded by McNeely to approve the agenda for November 6, 2024 meeting. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Harris, McNeely. “NAY” None. Motion carried. Absent: Heckenlively, Oliver.

MINUTES

A motion was made by Harris and seconded by Allgood to approve the September 4 and October 2, 2024 minutes. Roll was called on this motion and the members voted as follows: “YEA” Harris, Allgood, McNeely. “NAY” None. Motion carried. Absent: Heckenlively, Oliver.

CLAIMS & REVENUE

The September and October claims and revenues were reviewed and a motion was made by Allgood and seconded by Harris for approval. Roll was called on this motion

and the members voted as follows: “YEA” Harris, McNeely, Allgood. “NAY” None. Motion carried. Absent: Heckenlively, Oliver.

SECURITY SYSTEM SCHEDULE/ IT CONSULTANT

The gallery control panel is not yet finished – Brad needs to complete the programming and make it web accessible. Brad is also looking into solutions for replacing/upgrading wireless and wired network equipment as it is aging. He is also compiling a list of computers that will not be updateable to Windows 11 – There will be no more security updates for Windows 10 as of October 2025 so he is working on a plan to tackle that issue. Brad has created a portal where requests can be submitted in-lieu of him receiving phone calls, texts or emails from different people. City Administrator Nussbaum can also see these requests.

USED BOOK SALE

A list of 263 items was reviewed and a motion was made by Harris and seconded by Allgood 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, Harris, McNeely. “NAY” None. Motion carried. Absent: Heckenlively, Oliver.

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. Saturdays are only seeing 10-20 people, rarely anyone who is not also here during the week. We will continue Saturday hours through the winter and re-evaluate.

BUILDING MAINTENANCE

Building Maintenance Inspector Blake Buckminster patched a couple of holes in the roof and is waiting for a few rainy days to test the patches before replacing the stained ceiling tiles in Study Room 1 and the Children’s Activity Room. Lights in the Children’s area have been worked on by Matt Turvey but the project is not complete. Other items

on the maintenance list are cement sidewalks, steps, ramps, curbs, and exterior brick repairs.

2024-2025 BUDGET

The budget for the 2024-2025 fiscal year was received from City Administrator Nussbaum. Librarian McCann will email Nussbaum to set up time to discuss.

POLICY

The revised Library Policy was discussed and a motion made by Allgood and seconded by Harris to make some corrections and approve the document. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Harris, McNeely. “NAY” None. Motion carried. Absent: Heckenlively, Oliver.

LIBRARIAN’S REPORT

Monthly statistics, monthly handout

Continuing education report, attached.

Sinking Fund Balance: \$44,754 Grant Fund Balance: \$39,719 (not updated)

The library will be closed November 11th for Veteran’s Day and November 28-30th for Thanksgiving.

Stalder Gallery: “On a Whim” exhibit – works of art from the Library and Community Foundation of Richardson County that showcase the whim and whimsy of art – will run August 23-September 28.

Regular programs include – adult craft to meet 1 time/month; After-School kids club (K-5) to meet Tuesdays 3:30-4:30; Infant/Toddler Story-Time to meet Wednesdays 11am-Noon AND 5:15pm-5:45pm; Traveling Tales availability 2-4 days per month by appointment.

Book Clubs: True Crime meets November 12 at 5pm; Regular met November 21 at 1pm; Chick Lit meets November 26 at 5:30pm. A new book club is starting November 7, 5-6PM – Silent Book Club. Come in and silently read with others.

Saturday Morning Cartoons and a cereal bar sponsored by the Friends of the Library will be held November 9.

Story Walk Week is November 10-16. Children's Librarian Coonce partnered with Friends of the Library to purchase materials needed for the story walk. It will be posted in the downtown area for the week.

Kathy Kirkendall is on vacation November 4-9th.

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

ADJOURNMENT

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

MEETING ADJOURNED

I the undersigned Assistant Library Director/Children's Librarian 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 November 6, 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.

Allie McCann, Librarian

Tim Heckenlively, President