

THE FALLS CITY LIBRARY & ARTS CENTER

1400 STONE STREET

FALLS CITY, NEBRASKA 68355

May 1, 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 1st of May, 2024, at 4:00 P.M. Present were: Board Members: McNeely, Harris, Heckenlively, and recording secretary Librarian McCann. Absent: Oliver, Allgood. 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 McNeely to approve the agenda for May 1, 2024 meeting. Roll was called on this motion and the members voted as follows: “YEA” Harris, McNeely Heckenlively, . “NAY” None. Motion carried. Absent: Oliver, Allgood.

MINUTES

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

CLAIMS & REVENUE

The April claims and revenues were reviewed and a motion was made by Harris and seconded by McNeely for approval. Roll was called on this motion and the members voted as follows: “YEA” Harris, McNeely Heckenlively. “NAY” None. Motion carried. Absent: Oliver, Allgood.

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 multiple times to fix IT issues with no response. There is no set turn around time for Griffin to complete work according to Administrator Nussbaum.

USED BOOK SALE

A list of 120 items was reviewed and a motion was made by Harris and seconded by McNeely 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” Harris, McNeely Heckenlively. “NAY” None. Motion carried. Absent: Oliver, Allgood.

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 Harkendorff would like Saturday hours. Librarian McCann met with Administrator Nussbaum about hiring a part-time person to help cover additional hours. Another option brought forward was to make the part time Clerical Librarian a full-time position to help cover Saturday hours.

BUILDING MAINTENANCE

Librarian McCann is not to coordinate any repairs directly with vendors, Buckminster is person of contact, per City Administrator Nussbaum. Nussbaum has signed and returned a proposal of \$15,636 to Control Services to repair the Condenser Unit that has not worked the last two years. Control Services installed a new compressor March 28th and will be back mid-April to start installing new software and start the new compressor. Nastase Contracting, Inc. out of Omaha, NE did a roof inspection March 28th, have not heard back from them. Other items on the maintenance list are cement sidewalks, steps, ramps, curbs, and exterior brick repairs.

LIBRARIAN’S REPORT

Monthly statistics, monthly handout

Continuing education report, attached.

Sinking Fund Balance: \$44,754

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

Librarian McCann filled out a Ban and Bar letter to ban Brett Winters from the library Friday, April 26th.

Part time job opening for Library Assistant, 10-20 hours a week to help accommodate Saturday hours. Jocelyn O’Grady is being hired as summer help.

Stalder Gallery: Sheldon Statewide Exhibit “A Day’s Work” April 30th – May 30th

Tuesday After school program, last day May 14th. Baby/Toddler storytime on Wednesdays @ 11am and 5:15PM. Teen after school Thursday @ 3:30, last day May 9th. Preschool storytime on Thursdays at 5:30PM, last day May 16th.

Adult Craft Day – May 13th, 2024 @ 10:30am and 4:30PM

Children’s Librarian Jayme Coonce has started her Traveling Tales storytime at daycares and preschools.

Lori Gottula is hosting a book launch Saturday, May 18 in the Stalder Gallery. Sponsored by Richardson County Arts & Humanities.

Kids Fishing Clinic with Nebraska Walleye Association scheduled May 25 at Stanton Lake. 37 kids have signed up, there is enough space for 50.

Children’s Librarian Jayme Coonce is planning the Summer Reading Program, starting June 4th with a Magician. Three programs are scheduled throughout the week through June and July. Adding a storytime Thursday mornings at the park.

The next meeting of the Board: Wednesday, June 5, 2024 @ 4 P.M.

ADJOURNMENT

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

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 May 1, 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

Jayne Coonce, Librarian