

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

April 3, 2024

- 1. ROLL CALL:**
- 2. AGENDA APPROVAL:** April 3, 2024
- 3. MINUTES:** March 2024
- 4. CLAIMS & REVENUES:** March 2024
- 5. OLD BUSINESS**
 - a. Security System Schedule/ IT Maintenance
 - b. Used Book Sale: 109 books, 4 film, 1 other, 114 total items
 - c. Library Operations
 - d. Building Maintenance: Blake Buckminster
- 6. NEW BUSINESS:**
 - a. Librarian's Report
- 7. ADJOURNMENT**

Allie McCann, Librarian

THE FALLS CITY LIBRARY & ARTS CENTER

1400 STONE STREET

FALLS CITY, NEBRASKA 68355

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

MINUTES

A motion was made by McNeely and seconded by oliver to approve the February 7th minutes. Roll was called on this motion and the members voted as follows: “YEA” Harris, McNeely Heckenlively, Oliver. “NAY” None. Motion carried. Absent: Allgood.

CLAIMS & REVENUE

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

USED BOOK SALE

A list of 114 items was reviewed and a motion was made by Harris 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” Harris, McNeely Heckenlively, Oliver . “NAY” None. Motion carried. Absent: 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 Harkendorf would like Saturday hours in place for the new fiscal year. Board members recommended surveying patrons to gauge interest, will discuss again in April.

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. 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)

Stalder Gallery: K-12 Student Art Contest & Exhibition, February 21-March 29.

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 – March 11, 2024 @ 10:30am and 4:30PM

True Crime Book Discussion starts Tuesday, March 12

Special Afterschool programs Friday, March 22, Lego Club and March 29, Mermaid stories and crafts

Materials for Youth Excellence Grant have started arriving. Children's Librarian Jayme Coonce plans to take storytime to daycares and preschools.

Planning Earth Day Celebration at Stanton Lake on Sunday, April 21st.

Kids Fishing Clinic with Nebraska Walleye Association scheduled May 25 at Stanton Lake.

Children's Librarian Jayme Coonce is working on planning the Summer Reading Program, starting in June.

The next meeting of the Board: Wednesday, April 3, 2024 @ 4 P.M.

ADJOURNMENT

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

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 March 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