

Lincoln Library Board of Trustees Meeting
January 29, 2020
Lincoln Library Bicentennial Room

Board Present: Annie Brooks; Helen Cox, Vice President; Andre Jordan; Arden Lang, President; Mary Mucciante; Marty Ryan, Secretary.

Board Absent: Cristina Cray; Larry Harvell.

Staff Present: Jeff Blazis, Fiscal Officer; Bonnie Drew, Executive Assistant Office of the Mayor; Rochelle Hartman, Library Director.

Public Present: None.

President Lang called the meeting to order at 4:51 p.m.

Minutes: Ms. Cox made a motion to approve the minutes from the September 2019 meeting. The motion carried following a second by Mr. Ryan.

Financial Reports: Financial reports and bills lists for the months of October and November were reviewed.

Director's Report:

Vacancies – The interview process for the Computer Network Specialist and the Access Services Manager has been completed and recommendations have been made to the City's Office of Human Resources. The job description for the Community Engagement vacancy is being updated.

FY2021 Budget – The library's budget hearing was held on January 22, 2020. Proposals for a shelver, third security guard and an increase in professional development funds were not challenged. Vehicle maintenance expenses were questioned resulting in a suggestion that the library look into purchasing a new delivery vehicle.

Website Update – Director Hartman has met with representatives of Corporation Counsel, Information System Division (ISD), and the Office of Communications and has been given approval to proceed with a website redesign. The Lincoln Library Foundation has agreed to pay for the new site. Once the contract with Library Market has been signed by the appropriate city officials, work will begin.

Advisory Group – Director Hartman has been invited to join the Helping Hands Advisory Group.

President's Report: No report.

Lincoln Library Foundation: Ms. Cox reported that the Lincoln Library Foundation has received a bequest from the estate of Michelle and Guerry Suggs. Work continues on a plaque in honor of Joe and Rose DeFrates.

Friends of Lincoln Library: No report.

Unfinished Business:

Personal Possession Policy – Corporation Counsel has reviewed the Personal Possession Policy and not requested any changes. Ms. Cox made a motion that the Board adopt the policy. Mr. Ryan seconded the motion. The motion carried.

Officer Election – On behalf of the Nominating Committee, Mr. Ryan made a motion to retain the current officers for fiscal year 2020 -- Arden Lang, President; Helen Cox, Vice President; Marty Ryan, Secretary/Treasurer. Ms. Muccianti seconded the motion and the motion carried.

2020 Meeting Dates – Mr. Ryan made a motion to approve the proposed list of 2020 meeting dates. Mr. Jordan seconded the motion. The motion carried. The Board will meet in the Bicentennial Room, at 4:45 p.m., on the following 2020 dates: February 26, March 25, April 22, May 27, July 22, August 26, September 23, October 28, December 2.

New Business:

Behavior Policy – The Board reviewed the Behavior Policy recommending some grammatical and phrasing revisions. Following review by the Office of Corporation Counsel, the policy will be presented to the Board for a vote.

Ban/Suspension Policy – A draft policy for bans and suspensions was presented to the Board, who proposed some suggestions for clarity. Director Hartman took the suggestions under advisement and will re-craft the policy and send to the Board and Corporation Counsel for review.

Executive Session: None.

Public Forum: None.

Big Read: Lincoln Library is partnering with the Academy of Lifelong Learning to apply for a Big Read grant. The National Endowment for the Arts will announce grant recipients in April. The nonfiction memoir, *Lab Girl*, has been selected for the community-wide reading program. Director Hartman and President Lang are serving on the steering committee.

Gallop Poll: Bonnie Drew, Executive Assistant to the Mayor, commended the Board for their commitment to provide quality library service and shared that a recent Gallup Poll revealed that visits to libraries outpaced trips to movies in 2019. Ms. Drew also encouraged members to send her suggestions to fill the current Board vacancy.

Adjournment: The meeting adjourned at 5:31 p.m.

Submitted by Kim Hergett.

NEXT MEETING: Wednesday, February 26, 2020, 4:45 p.m., Bicentennial Room.