

Central Plains Library System Board Meeting

October 4, 2016 10:00 am

Lexington Public Library

PRESENT: Tony Anderson, Dixie Codner, Jody Crocker, Judy Hagan, Kristi Hagstrom, Pat Hughes, Tim Johnson, Shawna Lindner, Lori Long, Linda Nickel, Kathy Thomsen, Matthew Williams

ABSENT: Jane Hilton, Rochelle Krueger

ALSO PRESENT: Denise Harders (CPLS Director), Sharon Osenga, (CPLS Director), Richard Miller (NLC Rep)

Agenda

CALL TO ORDER/ROLL CALL: Jody Crocker called the meeting to order on 10/4/16 at 9:58am. Roll call followed.

APPROVAL OF MINUTES: There were 3 minor typos to be fixed. Judy Hagan moved to accept the corrected July 22, 2016 minutes, Pat Hughes seconded. The motion carried.

FINANCIAL REPORT: The last RVLS bank account was closed and \$8,114.32 was deposited in the CPLS checking account. A check for a \$100.00 scholarship had to be re-sent. Sharon will follow up with the scholarship recipient for a conference report. Sharon was asked a question about the Kearney office. Does the System have a lease or is it month-to-month? The answer: No lease for the Kearney office. The budget is in good shape. Kathy Thomsen made a motion to approve the financial report, Linda Nickel seconded the motion. The motion carried.

CORRESPONDENCE: From Sharon –Lisa Irwin at YRTC thanked Sharon for introducing her to NebraskaAccess databases. From Denise –Debby Moninger thanked the Board for her gift and Amazon gift card; Sky Seery thanked the Board for her gift and gift card; Marty Magee thanked Denise for agreeing to be interviewed by the CCC Foundations Class; David Seay thanked Sharon for inviting him to present at the CPLS Annual Meeting.

DIRECTOR'S REPORT: Youth Services Workshops in Cozad and Camp Carol Joy Holling went well. Attended a Quarterly Meeting with NLC at North Platte; Pat Gross, retired School Librarian is filling the position of System Director temporarily while the search continues; Attended the state-wide leadership day with the topic "Leading Through Times of Change"; Attended a meeting with the UN-K attorney about copyright; a new phone System was purchased for the Hastings Office; Worked the Booth in the Exhibits area for the League of Municipalities Conference.

ELECTION OF BOARD OFFICERS: Based on the CPLS By-Laws, the Board elects the Officers at the first meeting following the Annual Meeting of the Membership. Board members must have served at least one year before they are eligible to hold an office. Officers may hold a particular office for 2 consecutive one-year terms. Once all the eligible candidates were established, nominations ensued. Only one person accepted the nomination for each office. Following are the CPLS Officers for 2016-2017:

President: Judy Hagan

Vice President: Shawna Lindner

Secretary: Kathy Thomsen

Past-President Jody Crocker handed the meeting over to the newly elected President Judy Hagan.

OLD BUSINESS:

Proposed Workshops: An updated list of proposed workshops for 2016-2017 was presented to the Board. Topics include E-Rate; Pioneer Users Group with an additional session for those interested in joining the Consortium; Strategic Planning and Library Accreditation; NebraskaAccess Database Training; Makerspaces, Technology, and Diverse Populations; Summer Reading Workshops at McCook on January 6, 2017 and St. Paul on March 27, 2017. The Board agreed to accept the workshops as written.

***CPLS Financial Compilation:** This long document was handed out to each Board Member at the Meeting. Two bound copies were presented to Richard Miller for the Nebraska Library Commission's files. Accountant Gary Riggs prepared an

additional page this year that provides the break-down of state and federal funds. Kristi Hagstrom moved to accept the Financial Compilation; Pat Hughes seconded. Richard Miller suggested that since the Board did not have ample time to review the documents, they retain the option of asking questions about it at a later date. The motion and second were amended to include the option of questions. The motion carried.

Board Meeting Schedule: The CPLS Board meets four times per year—two in person and two telephone conference calls. After some discussion, the Board wanted to consider having meetings in person three times per year. The next Board Meeting in January will be a telephone conference call due to the possibility of inclement weather. The Board may call an in-person meeting in April if necessary. The July meeting is in conjunction with the Annual Meeting of the Membership, so it is in-person.

NEW BUSINESS:

Donation of a full set of Louis L'Amour Books: The Hastings Office received a generous donation of the full set of Louis L'Amour hardback books in matching brown bindings. Jeff O'Donnell, an insurance agent in the Landmark Center, also donated a Time-Life set of books titled "The Old West." He asked that we give these books to a library that wants them. We plan to advertise a drawing for these sets in addition last year's Golden Sower Kits.

Proposed By-Laws Change: Sharon and Denise suggested a change in the System's By-Laws. The Board may change the By-Laws by a majority vote of the Board members present at any regular meeting, if at least one month's written notice is given to the members. If the Board decides to change the By-Laws, it will be published in the October-November *Plain Speaking* newsletter. The final vote of the Board would be at the regular January meeting.

Article V. Section 3A

The current wording says, "Membership on the Board shall consist of no less than twelve and not more than fifteen members..." Fifteen is a very large Board and it might be easier to manage (meeting dates, quorums, etc.) if it were a bit smaller. Suggested wording is "Membership on the Board shall consist of no fewer than nine and no more than twelve members." Tim Johnson moved and Linda Nickel seconded to make this change in the By-Laws.

Article VI. Section 2

The current wording says, "The Board Members shall elect officers of the Board at the Board Meeting following the Annual Meeting of the general membership." Sometimes an officer that is leaving office is also leaving the Board due to Election results or term limits. Any Board Member newly elected at the Annual Meeting of the general membership is not eligible to be elected to an office. The System needs Board officers in place at all times. Suggested wording is, "The Board Members shall elect officers of the Board at the Board Meeting immediately preceding the Annual Meeting of the general membership." Matthew Williams moved and Kristi Hagstrom seconded to make this change in the By-Laws.

Director Transition Plan/Job Descriptions: Past-President Jody Crocker requested that Sharon and Denise leave the room while this topic was discussed by the full Board. A short time later, Sharon and Denise were invited back to the Board Meeting. The Board prepared a succession plan for when Sharon retires in 2017.

(October, November, December 2016): Denise and Kay learn Quick Books and all actions related to finances.

(January, February, March 2017): Denise handles all purchasing for the System and handles the CPLS website.

(April, May, June 2017): Denise and Kay make all arrangements, flyers, and registration for workshops.

(July, August, September 2017) Sharon visiting libraries and transporting cutting equipment.

Kearney Office will be closed by Fiscal Year end, June 30, 2017. The System will not pay for Continuing Education for Sharon following the MPLA Conference scheduled for October 20-22, 2016.

A Task Force was established to oversee the Succession Plan. Members include: Dixie Codner, Jody Crocker, Judy Hagan, Tim Johnson, and Matthew Williams.

OTHER BUSINESS:

NLC COMMISSION REPRESENTATIVE REPORT: The Nebraska Book Festival is set for October 29, 2016 at the State Historical Society (Lincoln). Karen Gettert Shoemaker, winner of the 2016 One Book One Nebraska award for ***The Meaning of Names***, will speak, and state-wide awards will be given. The celebration will run from 2:30 – 6:30 pm.

Public Library websites must be up-to-date to be useful for their patrons. The Nebraska Libraries on the Web project (<http://www.libraries.ne.gov/>) allows librarians to have an easy to change webpage—no coding necessary. If interested contact Craig Lefteroff at the Commission at 402-471-3106.

STARnet and the 2017 Solar Eclipse—Start now to plan events around the August 21, 2017 total eclipse of the sun. Many libraries in Nebraska have already signed up to have a special event, since the path crosses through our state. For more information go to: <http://www.starnetlibraries.org/2017eclipse/>.

Youth Grants for Excellence applications due October 5, 2016.

NCompass Live Programs:

- September 28—Pokemon Go and Your Library
- October 5—How to Build an Escape Room in Your Library
- October 12—Circulating the Internet: How to loan WiFi Hotspots
- October 19—No NCompass Live during NLA/NSLA Conference
- October 26—Library ComiCon

The Basic Skills class schedule can be seen at <http://nlc.nebraska.gov/CE/BasicSkills/NBScalendar.aspx>.

In 2016 forty-seven public libraries in Nebraska are due to renew their Accreditation. There are usually a few currently unaccredited public libraries that apply for accreditation each year as well. For questions about the Accreditation process, contact Richard Miller at the Commission.

There are two upcoming opportunities to apply for Grants from the Nebraska Library Commission. A second round of **CE & Training Grants** will be released (Likely in early spring 2017). **Library Improvement Grants** will be available on December 6, 2016 and due January 24, 2017. A focus for this grant will be joining the Pioneer Consortium.

Amanda Sweet joined the Commission on August 1 as the new Library Reader's Advisor for the Talking Book and Braille Service.

It is time for **Letters About Literature**. Each year the Nebraska Center for the Book invites young readers (and writers) in grades 4 through 12 to write a personal letter to an author for this contest. See the ***Plain Speaking*** newsletter <http://nlc.nebraska.gov/systems/newsletters/cpls10112016.pdf> for October – November (page 11) for complete entry information.

NEXT BOARD MEETING: Telephone Conference Call, January 12, 2017 Time—(TBD)

Linda Nickel moved to adjourn the Meeting. Tony Anderson seconded.

ADJOURNMENT: President Judy Hagan adjourned the meeting.

A pot luck luncheon was enjoyed by all.

Respectfully submitted,

Denise R. Harders
Temporary Secretary