

**Central Plains Library System
Board Meeting
April 17, 2020
Zoom Online Meeting**

Present: Tony Anderson, Terri Eberly, Judy Hagan, Janene Hill, Jane Hilton, Terri Johnson, Lori Long, Linda Nickel, Matthew Williams

Absent: Doris Brandon, Shelley Ruterbories

Also Present: Denise Harders, Autumn Carlson, Kay Kloppenberg, Christa Porter

Call to Order/Roll Call: Judy Hagan called the meeting to order at 11:06 a.m.

Approval of Minutes: Terri Johnson made a motion to approve the minutes of the January 10, 2020 meeting. Linda Nickel seconded the motion and the minutes were approved as circulated in the meeting packet.

Financial Report: Denise Harders reviewed the financial report.

Matt Williams made a motion to approve the financial report. Tony Anderson seconded the motion. The financial report was approved. It was noted that Terri Eberly has completed the paperwork and is a signer on the bank accounts.

Correspondence: Denise shared correspondence from:

- Nancy Oerter, Hastings Public Schools, thank you for the scholarship to attend the NETA conference
- Arapahoe Public Library Foundation, thank you for materials to make buttons/name badges
- Susan Franklin, Hello Postcard

Director's Report: Denise Harders shared her report.

- 17 library visits from Jan 2-March 12 to deliver/pick up equipment and audiobooks/attend board of education meeting.
- Bulk Loan program McCook submitted report Jan 1 -March 31. 10 libraries with 444 items loaned.
- Shared meetings, workshops and webinars attended through the first quarter
- All library visits and activities suspended as of March 13 due to COVID-19

Old Business:

- Golden Sower reading event scheduled for June 5, in Kearney is cancelled. Sally Snyder is attending a Golden Sower Committee meeting (April 17) and hopes to have information on the direction the committee will take for the selection process.

- CPLS annual meeting is scheduled for July 10, 2020. The meeting will be held at St. Paul school/community library with check-in from 9:30am-10am. The Board meeting will be from 10-11:00am with a library tour to follow. The annual meeting will be from 11:30-noon. Following lunch there will be a tour of the Loup River Distillery and the Museum of Nebraska Major League Baseball. We are tentatively keeping to the meeting date unless there would be restrictions due to COVID 19.
- Office upgrade. The staff are getting organized and love the space and window view.

New Business

- In-person vs. online workshops. Denise will visit with Jody Crocker regarding materials /craft ideas that Jody shared at the 1st SRP workshop. It was decided to send the materials out to those that were unable to attend due to weather and COVID 19 cancellations. Denise will either pick up the items and mail out or CPLS will reimburse Jody to mail the materials to registrants.
- Makers Gonna Make workshops that were cancelled will be held via ZOOM. Toolkits and other handout items (goodies) will be mailed to the registrants. ZOOM meeting will have a “how to” demonstration. It was suggested to have the 4 breakout stations presented in separate meetings.
- Personnel Policy Correction regarding PTO. On page 4 of the Personnel Policy under **PAID TIME OFF**, Item 4 needs to be changed. This section states the maximum allowed accrual of PTO. Instead of “any unused time will be lost” the wording was changed to say “Once the maximum number of PTO hours is reached, no more PTO will accrue until some paid time is used.” The effective date of the change is July 1, 2020. It was moved by Terri Johnson and was seconded (the second is unable to be listed because of difficulty hearing on the Zoom system) to change the wording as indicated. Motion carried.
- Denise has been hosting weekly virtual director meetings via ZOOM. These are available to all libraries throughout the state. (Thursdays 10 am) Topics discussed have been how the libraries are continuing to provide services to the community/how libraries plan to handle the SRP/how to celebrate National Library Week/Reader Zone. Attendance ranges from 20-45—librarians can also access the recorded meeting.
- CPLS Office Pandemic Activities. Kay is working three mornings a week and is currently using the dies to prepare cutouts for libraries unable to access the machines. Autumn is working from home and has been putting information on the CPLS website. This includes free websites for learning activities/books for parents now “home-schooling” their children, and activities to celebrate National Library week. She continues to find and post items of interest to help provide services to our communities outside the box during the pandemic.
- Reader Zone: Denise has spearheaded the move to purchase Reader Zone to be used for the summer reading programs. She has been in discussion with Scott Childers and this may be opened to the other Nebraska Library Systems. Cost will be divided between participating systems. She has purchased 3 months (\$1260.00) subscription to be used by libraries and patrons for recording reading logs. This allows for 5,000 readers and is

designated for smaller libraries. If we exceed 5,000 readers, the additional charge would be \$35.00 per 500 readers. Each library can set up the goals (minutes/books etc.). April 23, ZOOM meeting, Reader Zone will walk libraries through the set up.

Other Business

Christa Porter presented the Nebraska Library Commission Report-April 2020

Highlights

- As of Monday, March 23, the offices are closed to walk-ins. Many of the staff are working from home. They are available by phone, email, and fax.
- COVID-19 and Pandemic Resources for Libraries are available on the website. They have also pinned a blog post on their site: <http://nlcblogs.nebraska.gov/nlcblog/2020/03/10/covid-19-and-pandemic-resources-for-libraries/>. It includes information regarding library closings or modified services available and a map of libraries offering external WIFI.
- Library Innovation Studios Project on hold. Cycle 7 libraries-one installation and the others postponing installations and trainings.
- IMLS CARES Act Funds for grants to states: IMLS received \$50 million in CARES Act funds for coronavirus response. NLC will be receiving \$175,000. The commission is determining how to use the funding per the IMLS guidelines. A. address digital inclusion and related technical support. B. address other efforts that prevent, prepare for and respond to COVID-19 and C. Reach museum and tribal partners, in addition to traditionally eligible library entities.
- Big Talk from Small Libraries 2020. The conference was held Friday, February 28, 2020 and recordings of all conference sessions will be posted to the website at <http://nlcblogs.nebraska.gov/bigtalk/> The 2021 event will be held Friday, February 26, 2021. For additional information contact Christa Porter.
- 2020 State Aid: The 2020 state aid calculations are complete. State aid letters were distributed electronically. A listing of 2020 distributions can be found at <http://nlc.nebraska.gov/funding/stateaid/2020stateaidchart.aspx> Contact Sam Shaw with any questions.
- 2020 Nebraska Public Library Accreditation: The Public Library accreditation program has been suspended for 2020. All library accreditation expirations have been extended by one year. No new library accreditations will be accepted, and no accreditation or community needs workshops will be held.
- E-rate Form 471 application filing window has been extended to April 29, 2020. This change also extended the Form 470 submission date to April 1, 2020.
- NUSF-117-E-rate special construction hearing: In response to the Rural Broadband Task Force Report, the Nebraska Public Service commission is considering implementing a program to incentivize new fiber construction to public libraries through the FCC's E-rate Special Construction Program. A virtual hearing will be held April 21, at 1:30pm. The commission encourages library staff and board members to consider offering testimony or log into the event, to show that there is interest in this project from the

library community. <https://psc.nebraska.gov/administration/psc-meetinghearing-information-page>

- Kreutz Bennett Grants Awarded: Fourteen Nebraska public libraries received project funding from the Kreutz Bennett Donor-Advised Fund, an affiliated fund of Nebraska Community Foundation.
- NCompass Live Schedule is available on the website: Registrations have double
- Basic Skills Classes: Upcoming Basic Skills classes have been postponed. They are developing self-paced modules and will let us know when they are available. Exceptions: 'Understanding MARC 21 Bibliographic Records" (part of the cataloging certification) began on March 30th and 'Introduction to Cataloging" began on April 1 and will be open until May 31.
- Certification update: Librarian and Library Board Certifications that are due 2020, can be extended one year. Linda Babcock will be contacting individuals/boards via email regarding the extension process.

Other comments

- Terri Johnson and Matt Williams indicated they have been contacted by local health agencies. The libraries are using their 3D printers to assist with the production of face shields for local hospitals.
- Motel and housing arrangements for ARSL Conference in Wichita were discussed. Attendees needing roommates etc.
- Janene Hill is on the 2020 program committee for annual conference. They are looking for program/presenter submissions.

Terri Johnson made a motion to adjourn.

The meeting adjourned at 12:41 p.m.

Respectfully submitted,
Terri C. Eberly, Secretary