

Agenda for Emerson Public Library Board of Trustees  
Agenda for Wednesday, April 4, 2018@ 6:00 p.m.

*The Emerson Public Library may vote to go into closed session on any agenda item as allowed by state law. A continuously current agenda is maintained at the Emerson Public Library.*

NEBRASKA OPEN MEETING ACT AS AMENDED BY LB 898, 2005 LEGISLATURE IS POSTED ON THE SOUTH WALL OF THE MEETING ROOM FOR REVIEW BY THE PUBLIC FOR THIS MEETING.

Call to order/welcome

Minutes from meeting March, 2018

Consideration of March agenda

- o March bills
- o Circulation for March
- o Library copies added for March
- o March Treasurers city report

**Old Business:**

1. Nick Sebade submitted his bid for new shelving...children's section are \$250 per unit, adult section (68" tall 8" feet long \$1215...the kids shelving will be purchased with Roll for Reading money and the Friends of the library will fund the adult shelving.

**New Business:**

1. Volunteers have been helping paint Senior Center....Shane and Courtney Peters, Sue Richards, Jennifer Trenhaile, Donella Busker...computer room and entry is finished, main room just needs touch up, second coat in office, second coat on two walls in kids room, and paint storage room. LaVaille paid for paint and materials with her Roll For Reading money. Shane and LaVaille removed the carpeting and trim boards. Shane also removed all the partitions in the bathrooms. Shane also put up a coat hook for us and removed blinds in office.

2. City stated at last meeting they were going to lock off the kitchen. I stated that is where Book Club and Coffee Cafe will be held, so locking it up is a definite no....Friends of the library will clean the kitchen and spruce it up with a new paint job....other renovations will probably have to wait until the city budgets for it. City is stating moving to the new building will happen at the end of April.

**Anything item of discussion the board feels necessary for the working of the library,**

Next meeting date: *May 2, 2018 @ 5:00 p.m.*

March 7, 2018

The March meeting of the Emerson Public Library Board of Directors was called to order with the following present: Peg Chapman, Jeanine Figueroa, Linda Steinman, Jan Gradert, Janice Roeber and LaVaille Reifenrath (library director). Also present were John Ahlers and Mary Henderson. Minutes from the previous meeting were approved as written and placed on file.

### **Administrative Report:**

February bills of \$1,925.52 were reviewed and approved.

A balance of \$1,540.81 was reported.

Total additions to the library were 54.

Total people in the library were 424.

Total computer users were 55,

Brown Bag Book club read and reviewed *When Crickets Cry* by Charles Martin. 4 attended.

Story Hour had 11 children/3 adults.

The library was closed for one day due to bad weather.

### **Old Business:**

Suggested renovations to the old Senior Center, which will become the library, were looked at. John Ahlers, from the Town Board, recommended that they be re-prioritized before presenting them to the Town Board. We have a beginning budget of \$20,000 to work with. It was suggested that some of the items could be completed with volunteer help.

Items included were:

Bathrooms—remove second toilet in women's room and the divider—new flooring ==.

Men's restroom—remove the urinal and divider==new flooring. Locks on doors.

Kitchen—remove exhaust vents from old appliances and finish the ceiling.

Change bad tiles.

Remove water fountain—DO NOT want water around books.

New flooring in main room, office, kids and computer rooms.

Light fixture installed in the entrance room.

Paint main room, office, kids and computer rooms.

### **New Business:**

It was suggested that any Library board members who can attend the next Town Board meeting at 5:30 on March 14 do so. They will be considering the proposed changes to the old Senior Center to make it usable for the library use.

Meeting adjourned.

Next meeting will be April 4, at 5:00.

Respectfully submitted,  
Janice Roeber, Sec.

**March Bills**

Wages: \$1034.00 (\$79.10 city tax pd)

Barnes & Noble: \$328.80

Amazon: \$231.71

**Total: \$1594.51**

Circulation Summary 2017/2018

|                        | October | November | December | January | February | March |
|------------------------|---------|----------|----------|---------|----------|-------|
| non-fiction/bio (92)   | 11      | 12       | 5        | 6       | 11       | 15    |
| Board Books (BB)       | 5       | 10       | 2        | 1       | 5        | 3     |
| CD-audio book          | 1       | 4        | 7        | 4       | 4        | 4     |
| DVD                    | 265     | 229      | 204      | 268     | 249      | 282   |
| E                      | 135     | 131      | 99       | 69      | 54       | 82    |
| ELE                    | 46      | 104      | 79       | 59      | 20       | 39    |
| FIC                    | 285     | 254      | 246      | 268     | 275      | 282   |
| LP                     |         |          |          |         |          |       |
| N/A                    |         |          |          |         |          |       |
| MAG                    |         |          |          |         |          |       |
| PB                     | 17      | 6        | 2        | 7       | 1        | 5     |
| Ref                    | 2       |          |          |         |          | 1     |
| Youth                  | 31      | 17       | 17       | 18      | 18       | 30    |
| (T) Inter library loan | 6       | 2        | 5        | 9       |          | 11    |
| Total                  | 804     | 769      | 666      | 709     | 637      | 754   |
| Nebraska Overdrive     | 148     | 227      | 212      | 124     | 208      | 99    |
| Grand Total            | 952     | 996      | 878      | 833     | 845      | 853   |

Prior Years

|           |     |     |     |     |     |      |
|-----------|-----|-----|-----|-----|-----|------|
| 2015-2016 | 627 | 578 | 538 | 677 | 687 | 670  |
| 2016/2017 | 967 | 914 | 998 | 939 | 970 | 1093 |

Emerson Library Information Summary  
March 2018

Copies added:

|                   |    |
|-------------------|----|
| Adult non-fiction | 3  |
| Adult fiction     | 24 |
| BB                | 0  |
| E                 | 12 |
| Ele               | 0  |
| youth             | 1  |
| Reference         | 0  |
| DVD'S             | 15 |
| Temporary         | 3  |
| Cd's              | 4  |

**Total additions: 62**

Total number of checkouts 754 plus 99 OD= 853

Total people in the library: 498

Total computer users: 54

EPL Friends' Mtg. Held March 7, 5 attended

Brown Bag Book Club: *I Shall Be Near To You* by Erin Lindsay McCabe

Story Hour: 19 kids and 4 kids