

Minutes of the Papillion Public Library Board of Advisors

Monday, September 25, 2023

The Board of Advisors of Papillion Public Library met in an open and public session at Sump Memorial Library on September 25, 2023 at 4:30 pm

- A. Call to order: The meeting was called to order by Library Board Chair Melissa Panko at 4:30pm.
1. Roll call:
Present were Board Members Melissa Panko, Doug Rodgers, Erin Jones, and Peggy Montgomery. Absent was Stephanie Albers. Also present were Library Director Matt Kovar, Library Assistant Director Lacey Partlow, Adult Services Librarian Shelby Brodersen, Youth Services Manager Kelly Warehime, and Library Secretary Joey Sears.
 2. Affidavit of Publication in the Sarpy County Times: Notice of the meeting was given to the Sarpy County Times, the designated method of giving notice.
 3. Public announcement that a current copy of the Open Meetings Act is posted in the meeting room.
- B. Meeting Approval Items
1. Approval of Agenda: Motion to approve the agenda: Rodgers; Second: Montgomery. Roll Vote: Panko: yes, Rodgers: yes, Jones: yes, Montgomery: yes. Absent: Albers. Motion carried.
 2. Approval of the Minutes of the August 28, 2023 Board Meeting: Motion: Rodgers; Second: Jones. Roll Vote: Panko: yes, Rodgers: yes, Jones: yes, Montgomery: yes. Absent: Albers. Motion carried.
- C. Library Director's Report
1. Correspondence and Communications: We received a thank you letter from an author who attended our Book Festival.
 2. Financial Report: This report reflects the end of our fiscal year. It was noted that some funds will be requested to carry over to the 23-24 fiscal year budget, which has now been approved by City Council.
 3. Library Board Report:
 - a. August had strong stats despite being a month without a lot of programming.
 - b. The upcoming firefighter storytime was discussed.
 - c. Toddler Trick or Treat will be held on Halloween.
 - d. Hosting genealogy programs was discussed.
 - e. We will be partnering with multiple groups for upcoming programs, including: AARP, Diana's Tea Shop, and MilkWorks.
 - f. The Book Festival went well, and all programs hosted throughout the day were well attended.
 - g. The Library Foundation was discussed.
 - h. The staff leadership retreat was discussed. Doing an all staff development day was discussed.
 - i. Library Accreditation was discussed.

- j. It was noted that part-time employees working over a specific number of hours will be able to qualify for holiday pay. The policy is still under development by HR.
- D. Agenda Items
1. Old Business:
 - a. Policy Reviews: None
 - b. 23 – 28 Library Strategic Plan Review: It was noted that roughly 15% of the Papillion population are veterans. Papillion SIDs and the impact of the non-resident fee were discussed. Part-time pay in relation to staff retention was discussed.
 - Approval of the 23 – 28 Library Strategic Plan: Motion: Rodgers; Second: Montgomery. Roll Vote: Panko: yes, Rodgers: yes, Jones: yes, Montgomery: yes. Absent: Albers. Motion carried.
 2. New Business: None.
- E. Administrative Reports
1. Committee Reports: None.
 2. Comments from Library Board:
 3. Comments from the Friends of the Library/Library Foundation:
 4. Comments from the City: None.
- F. Closed Session: Litigation, Personnel Matter, and Negotiations (if applicable): None.
- G. Adjournment: Rodgers motioned to adjourn the meeting at 5:04 pm. Second: Jones. Roll Vote: Panko: yes, Rodgers: yes, Jones: yes, Montgomery: yes. Absent: Albers. Motion carried.

Meeting adjourned at 5:38 pm.

The next meeting will be October 23, 2023 at 4:30 pm.