

**MEETING OF THE
LIBRARY BOARD OF THE CITY OF FALLS CITY, NEBRASKA
FALLS CITY LIBRARY & ARTS CENTER
FALLS CITY, NEBRASKA**

January 8, 2025

- 1. ROLL CALL:**
- 2. AGENDA APPROVAL:** January 8, 2025
- 3. MINUTES:** December 4, 2024
- 4. CLAIMS & REVENUES:** December 2024
- 5. OLD BUSINESS**
 - a. Security System Schedule/ IT Maintenance
 - b. Used Book Sale: 222 books, 8 film, 2 other, 232 total items
 - c. Library Operations
 - d. Building Maintenance: Blake Buckminster
- 6. NEW BUSINESS:**
 - a. Election of Officers
 - b. Librarian's Report
- 7. ADJOURNMENT**

Allie McCann, Librarian

THE FALLS CITY LIBRARY & ARTS CENTER

1400 STONE STREET

FALLS CITY, NEBRASKA 68355

December 4, 2024

A meeting of the Library Board of the City of Falls City, Nebraska, was held at the Falls City Library & Arts Center 1400 Stone Street, in said City on the 4th of December, 2024, at 4:00 P.M. Present were: Board Members: McNeely, Heckenlively, Harris, and recording secretary Librarian McCann. Absent: Allgood, Oliver. Notice of the meeting was given in advance thereof by posting in three public places, the designated method for posting as shown by the Certificate of Posting Notice attached to these minutes. Notice of this meeting was given to the President and Library Board of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public.

AGENDA

A motion was made by McNeely and seconded by Harris to approve the agenda for December 4, 2024 meeting. Roll was called on this motion and the members voted as follows: “YEA” Heckenlively, Harris, McNeely. “NAY” None. Motion carried. Absent: Allgood, Oliver.

MINUTES

A motion was made by Harris and seconded by McNeely to approve the November 6, 2024 minutes. Roll was called on this motion and the members voted as follows: “YEA” Harris, Heckenlively, McNeely. “NAY” None. Motion carried. Absent: Allgood, Oliver.

CLAIMS & REVENUE

The November claims and revenues were reviewed and a motion was made by McNeely and seconded by Harris for approval. Roll was called on this motion and the members voted as follows: “YEA” Harris, McNeely, Heckenlively. “NAY” None. Motion carried. Absent: Allgood, Oliver.

SECURITY SYSTEM SCHEDULE/ IT CONSULTANT

The gallery control panel is not yet finished – Brad needs to complete the programming and make it web accessible. Brad is also looking into solutions for replacing/upgrading

wireless and wired network equipment as it is aging. He is also compiling a list of computers that will not be updateable to Windows 11 – There will be no more security updates for Windows 10 as of October 2025 so he is working on a plan to tackle that issue. Brad has created a portal where requests can be submitted in-lieu of him receiving phone calls, texts or emails from different people. City Administrator Nussbaum can also see these requests. Brad has not been to the library for over one month.

USED BOOK SALE

A list of 49 items was reviewed and a motion was made by Harris and seconded by McNeely to remove these items and sell with proceeds to the Grant Fund. Roll was called on this motion and the members voted as follows: “YEA” Allgood, Harris, McNeely. “NAY” None. Motion carried. Absent: Heckenlively, Oliver.

LIBRARY OPERATIONS

Recommendation to maintain the current schedule: Monday, Tuesday, Wednesday, 9:00 A.M. to 6:00P.M. Thursdays 9:00 A.M – 6:30P.M. Friday 9:00 A.M.-5:30P.M. At this time this schedule meets the needs of patrons use for computers and programs and meetings. Attendance has increased recently with Tuesdays being the busiest day. Saturdays are only seeing 10-20 people, rarely anyone who is not also here during the week. We will continue Saturday hours through the winter and re-evaluate.

BUILDING MAINTENANCE

Building Maintenance Inspector Blake Buckminster patched a couple of holes in the roof and is waiting for a few rainy days to test the patches before replacing the stained ceiling tiles in Study Room 1 and the Children’s Activity Room. Electrician John Roland showed Matt Turvey how to fix the lights in the Children’s area on October 23, the project is not complete. During the power outage on October 30 the emergency lights inside did not work. No lights in South Parking lot are working. Librarian McCann has been in contact with Buckminster about all the lighting issues. Other items on the maintenance list are cement sidewalks, steps, ramps, curbs, and exterior brick repairs.

2024-2025 BUDGET

The budget for the 2024-2025 fiscal year was received from City Administrator Nussbaum. Librarian McCann has emailed Nussbaum to set up time to discuss but has not yet scheduled a time.

POLICY

Corrections were made to the policy and the updated policy was posted to the Falls City Library & Arts Center website.

LIBRARIAN'S REPORT

Monthly statistics, monthly handout

Continuing education report, attached.

Sinking Fund Balance: \$44,754 Grant Fund Balance: \$39,719 (not updated)

The library will be closed December 24 & 25 for Christmas and January 1 for New Year.

Stalder Gallery: Bi-Annual Artist Competition Exhibition is December 6 – January 11. Opening Reception will be Friday, December 6 @ 5:30. Christina Wertenberger is the curator.

Regular programs include – adult craft to meet 1 time/month; After-School kids club (K-5) to meet Tuesdays 3:30-4:30; Infant/Toddler Story-Time to meet Wednesdays 11am-Noon AND 5:15pm-5:45pm; Traveling Tales availability 2-4 days per month by appointment.

1000 books before First Grade started November 23. 16 children are signed up so far, would like 50 by the end of the year.

Book Clubs: True Crime meets December 10 at 5pm; Regular meets December 19 at 1pm; Chick Lit meets December 17 at 5:30pm. A new book club started in November, – Silent Book Club. Come in and silently read with others. That group will be meeting December 5, 12-1 and 5-6pm.

Amber Holle and Kaytlyn Kennedy are using the library six Wednesdays from 6-7pm to meet with students to work on the My Hometown is Cool project. Staff comes back to building at 7 to lock up.

Holiday Treat/ Recipe Swap is being held on Thursday, December 5 at 5pm. Bring samples of your favorite holiday treat and the recipe to share with others.

Saturday, December 14, 9:30-11, Family time crafts, ornaments and holiday crafts.

Mrs. Claus will be visiting the library Thursday, December 19 at 5:30PM. Sponsored by the Friends of the Library.

The next meeting of the Board: Wednesday, January 8, 2025 @ 4 P.M.

ADJOURNMENT

A motion was made by McNeely and seconded by Harris to adjourn the meeting. Roll was called on this motion and the members voted as follows: “YEA” Hecekenlively, McNeely, Harris. “NAY” None. Motion carried. Absent: Allgood, Oliver.

MEETING ADJOURNED

I the undersigned Library Director for the City of Falls City, Nebraska, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the President and the Library Board on December 4, 2024, that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting; kept continually current and available for public inspection at the office of the City Clerk; that such agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; that at least one copy of all reproducible material discussed at the meeting was available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided in advance notification of the time and place of said meeting and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public, posted during such meeting in the room in which such meeting was held.

Allie McCann, Librarian

Tim Heckenlively, President