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Humboldt County

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Humboldt County Library
Board of Trustees
Board Minutes
January 16, 2018
Humboldt County Library

Attendance:

> **Board Members present:** Mary Agnes Boni, Barbara Duncan, Susan Putnam (via phone) and Georgette Olsen.
>
> **Board Members absent:** Mary Beene
>
> **Staff Members present:** Jessica Anderson, Sherry Ranf, Ginny Dufurrena
>
> **Other Attendees:** Mike MacDonald, Humboldt County DA, Eric Milavsky & Christine Vido from Pool/Pact

Meeting Notice Report: Director reported that the meeting notice had been duly posted at the Humboldt County Courthouse, Humboldt County Library, County Annex, Winnemucca City Hall, and Humboldt County Website.

1. **Call to order:** The meeting was called to order by Barbara Duncan at 5:12 p.m.

2. **Public Comment and Discussion:** Mike MacDonald reported on a meeting with the State Librarian, Jeff Kintop, and County Administrator, Dave Mendiola. Ginny Dufurrena commended Jessica Anderson in her role as Interim Director.

3. **Review, discussion and possible approval of minutes from the 15 August 2017 special meeting and 21 December 2017 special meeting (For Discussion and Possible Action):** Georgette Olsen moved to approve the minutes of the 21 December meeting. All votes aye and the motion carried. Barbara Duncan moved to table the approval of the 15 August 2017 special meeting minutes. All votes aye and the motion carried.

4. **Review and approval of routine expenditures for December 2017 & January 2018 (For Discussion and Possible Action):** Barbara Duncan motioned to approve the routine expenditures as presented. All voted aye and the motion carried.

5. **Discussion and possible action regarding the Board of Trustees reviewing the potential changes to the job description for the position of Library Director (For**

Discussion and Possible Action): Mary Beene motioned to approve the job description pending changes. All voted aye and the motion carried.

6. **Discussion and possible action regarding the Board of Trustees reviewing the recruitment plan for the position Library Director, expenditures for the recruitment, and recruiting criteria (For Discussion and Possible Action):** Mary Beene motioned with Susan Putnam seconding to approve the plan with adjustments. All voted aye and the motion carried.

7. **Report of the 2 January 2018 County Commissioner Meeting (Discussion only):** Georgette reported that two positions were approved for hiring, and a commissioner made a public comment about her displeasure with the Board. Would rather focus on accomplishments, the new Bookmobile, repurpose of library space, working on ADA compliance, and the Denio project, all under budget.

8. **Review of the status of current projects such as the partnership with Nevada Small Business Development Center (For Discussion only):** Update e-mail for the Nevada Small Business Development Center from Clint Koble. Jessica Anderson reported that she will be participating in upcoming EDGE webinars.

9. **Discussion on the Denio Library and HVAC system update (Information only):** Sherry Ranf reported that she has talked to Enoc who is calling to get quotes for the HVAC installation, but is doing okay with the electric heaters for now. January 31st is the final inspection by the county building inspector.

10. **Discussion and possible action regarding the Board Retreat currently scheduled for late February (For Discussion and Possible Action):** Mary Beene moved to postpone the retreat until the Director Position has been filled. All voted aye and the motion carried.

11. **Identification of future agenda items for February meeting. These items may not be discussed and no action will be taken on any item identified as a future item:** The next meeting will be held February 20th at the Humboldt County Library. Update on the Denio library and HVAC, ADA compliance update. Pool/Pact e-mail update on the Library Director Applicant pool. Discussion about hiring a backup bookmobile driver.

12. **Public Comments:** No public comment at this time.

13. **Adjournment:** The Board adjourned at 6:38 p.m.

Respectfully Submitted