

Humboldt County

LIBRARY

Humboldt County Library

Board of Trustees

Board Minutes

September 19, 2017

Humboldt County Library

Attendance:

Board Members present: Mary Agnes Boni, Barbara Duncan and Georgette Olsen.

Board Members absent: Mary Beene and Susan Putnam.

Staff Members present: Cyndi O and Sherry Ranf.

Other Attendees: Guili Bernardi and Kyle Ebert (for public comment).

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, Humboldt County Website.

1. **Call to order:** The meeting was called to order by Barbara Duncan at 5:01 p.m.
2. **Public Comment and Discussion:** Giuli Bernardi regarding damaged book policy and Kyle Ebert regarding recent investigation.
3. **Review, discussion and possible approval of minutes from the 8 August 2017 regular meeting and 15 August special meeting (For Discussion and Possible Action):** 15 August minutes not available from Administrator office or DA along with those offices' concern about length of meeting. Discussion about minutes being a succinct record rather than a transcript. Director reported she will create minutes and seek approval from the aforementioned offices prior to presenting them to the Board for final approval. Georgette Olsen moved to approve the 8 August 2017 minutes as presented. All voted aye and motion carried.

4. **Review and approval of routine expenditures for July/Aug 2017 (For Discussion and Possible Action):** Barbara Duncan moved to approve the presented expenditures. All voted aye and the motion carried.
5. **Discussion and possible action approving and recommending to the County Commission for approval the FY18 Nevada Library Cooperative (formerly CLAN) bills for \$21,211.44 and \$1,555.56 (For Discussion and Possible Action):** After discussion, Barbara Duncan motioned to approve with the direction to maintain updates on Coop activities and benefits. All voted aye and the motion carried.
6. **Review of current budget standing (Information only):** New fiscal year budget standing was discussed. Director will send the end of FY17 budget numbers as well as total revenues for FY17.
7. **Discussion regarding Denio Library Expansion Committee update, purchase updates, and budget planning for Denio Library expansion project (Information only):** Sherry Ranf reported updates including progress on HVAC and carpet quotes.
8. **Discussion and possible action to approve, pending review and approval by Humboldt County District Attorney office, the Agreement for Electrical Service provided by Harney Electric Cooperative for transferring account at 240 Pueblo Blvd (Hwy 140), Denio, NV 89404 (APN 02-0061-03) to Humboldt County. Minimum monthly cost will be \$31.50 (For Discussion and Possible Action):** Georgette Olsen moved to approve the contract. All voted aye and the motion carried.
9. **Discussion and possible action to decline the Community Enrichment Grant previously awarded to Humboldt County Library in the amount of \$3000 (For Discussion and Possible Action):** After discussion, Barbara Duncan moved to decline the grant funds. All voted aye and the motion carried.
10. **Discussion and possible action to approve the application for the FY18 Collection Development grant issued by the Nevada State Library, Archives and Public Records in the amount of \$11,078 (For Discussion and Possible Action):** Georgette Olsen moved to approve the grant application for expanding the Spanish language collection. All voted aye and the motion carried.
11. **Discussion regarding staffing questions and concerns (Information only):** Discussion regarding current staffing levels and impact on the library and plans to fill positions.
12. **Discussion and possible action to set date for Hail and Farewell event for incoming and outgoing Board members (For Discussion and Possible Action); Review, discussion and possible action to approve or disapprove the proposed performance improvement plan for library director (For Discussion and Possible Action); and, Discussion regarding Summer Learning Program and Food for Fines update (Information only):** Items were tabled for future meeting.

1. **Future Board Meetings:** The next library board meetings will be 3 October 2017 (special) at 5:00 p.m. and 24 October 2017 (special) at 5 p.m.
2. **Public Comments:** No public comment at this time.
3. **Adjournment:** The Board adjourned at 6:33 p.m.

Respectfully Submitted