

Humboldt County

LIBRARY

Humboldt County Library

Board of Trustees

Board Minutes

November 14, 2017

Humboldt County Library

Attendance:

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

Board Members absent: None.

Staff Members present: Cyndi O and (in audience) Ginny Dufurrena and Sherry Ranf.

Other Attendees: Anthony Gordon, Dave Mendiola, and Abel del Real-Nava.

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 5:00 p.m.
2. **Public Comment and Discussion:** County Commissioner Marlene Brissenden spoke about library funding and the County budget to lay to rest rumors of defunding the library in four years; Dave Mendiola voiced clarification of library funding and it was confirmed the library is receiving no tax revenue; Vicki Nye voiced her concerns about empty shelves and requested placement on the December agenda to discuss policy and procedure; Gini Cunningham voiced support for Cyndi O, including supporting local events and groups and modernizing the library; Ida Jensen voiced her concerns about weeding books; Michael Michaelson voiced his appreciation for computers and the internet, that he questions the direction of the library in the future; Shawn Nelson voiced his support for moving the library forward and that technology is the future.
3. **Discussion of progress on director PIP and possible action regarding County Manager and Assistant County Manager/Human Resources Director**

recommendation to retain or not retain library director based on library board's request at 15 August library board meeting (For Discussion and Possible Action):

Cyndi O waived right to a closed session. Dave Mendiola read a report citing progress and stated director has she has done everything and more to remedy situation and has met every goal of the PIP. Dave Mendiola declined to make a recommendation upon advice from legal counsel. Abel del Real-Nava stated that all of the staff feedback has been positive and small items that arose at the beginning have been taken care of and confirmed that the alleged hostile working environment has been removed. Susan Putnam moved "that we have Cyndi O continue as she has shown good faith in her abilities, I would like to move that she continue further as our director." Mary Beene seconded. All voted aye and motion carried.

4. **Presentation by Clint Koble on NV Small Business Development Center partnership with Humboldt County Library (Information only):** Presented mission and services of the NV Small Business Development Center and plans for first-in-the-state pilot project and partnership with Humboldt County Library. Library Board was receptive and requested an action item on the December agenda to officially endorse the partnership.
5. **Review, discussion and possible approval of minutes from the 24 October 2017 regular meeting and 15 August special meeting (For Discussion and Possible Action):** 15 August minutes not available, assigned to planning department staff. Mary Beene moved to approve the 24 October 2017 minutes as presented. All voted aye and motion carried.
6. **Review and approval of routine expenditures for October/November 2017 (For Discussion and Possible Action):** Barbara Duncan moved to approve the presented expenditures. All voted aye and the motion carried.
7. **Discussion regarding Denio Library Expansion Committee update, purchase updates, and budget planning for Denio Library expansion project (Information only):** Sherry Ranf presented on details of the quotes presented, expansion committee desire for full size refrigerator, equipment removal from buildings. Cyndi O reported on the bench donation from Age and Dementia Friendly Coalition and approved Conditional Use Permit.
8. **Discussion and possible action to approve and recommend to the County Commission to approve carpet order and installation from Quality Floors & Paints in new Denio library; in an amount not to exceed \$7000 (Discussion and Possible Action):** Barbara Duncan moved and Mary Agnes seconded to approve and recommend to the County Commission to approve the order and installation. All voted aye and the motion carried.
9. **Discussion and possible action to approve and recommend to the County Commission to approve HVAC order and installation from A-1 Commercial Service**

Company at new Denio library; in an amount not to exceed \$34,000 (For Discussion and Possible Action): Tabled pending written quote.

10. **Discussion and possible action to approve window blinds order and installation from Desert Design at new Denio library; in an amount not to exceed \$2000 (For Discussion and Possible Action):** Georgette Olsen moved to approve purchase and installation. All voted aye and the motion carried.

11. **Review of current budget standing (Information only):** Discussion of current spending through October.

12. **Review, discussion and possible action to respond to letter received from Peter J Smith, Nevada attorney, on behalf of former employee (For Discussion and Possible Action):** Anthony Gordon explained the County District Attorney office perspective of the draft letter, which is to avoid the Library Board issuing a legal opinion. Upon recommendation from the DA office, Cyndi O read into the record the letter from Peter J Smith. Discussion of factually answering the question and agreement from Anthony Gordon that the first paragraph and the first sentence of the second paragraph can be included. Cyndi O made the edits to the draft as directed. Barbara Duncan moved to approve and send the letter as drafted and reflected on the screen. All voted aye and the motion carried.

13. **View and discuss "Short Takes for Trustees: Board Ethics" and "Short Takes for Trustees: Strategic Planning" training modules (Information only):** Tabled for next meeting. Cyndi O strongly encouraged Trustees to view training modules at home.

14. **Future Board Meeting and Items:** The next library board meetings will be on 12 December 2017 (special) at 5 p.m. Items include NV Small Business Development Center partnership, policy/procedure/strategic plan discussion, donations, minimum public library standards and InfoNV agreement, grant agreements, HVAC for Denio.

15. **Public Comments:** Michael Michaelson made suggestions for agenda items such as books, library direction and policy; Anthony Gordon asked about Westlaw database use; Shawn Nelson thanked the Board for their response to the letter and encouraged training for the Board.

16. **Adjournment:** The Board adjourned at 6:56 p.m.

Respectfully Submitted