

# Humboldt County

## LIBRARY

Humboldt County Library

Board of Trustees

Board Minutes

October 11, 2016

Humboldt County Library Nevada Room

### **Attendance:**

**Board Members present:** Susan Putnam, Mary Beene, and Barbara Duncan, Georgette Olsen, Dale Mentaberry

**Board Members absent:** All present

**Staff Members present:** Cynthia O and Joy Holt

**Other Attendees:** Joyce Mendiola

**Meeting Notice Report:** Cyndi O 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 Mary Beene at 5:03 p.m.
2. **Public Comment and Discussion:** No public comment at this time.
3. **Minutes:** Susan Putnam made a motion to accept the Minutes from 20 September 2016. Georgette Olsen seconded. All voted Aye.
4. **Expenditures:** Barbara Duncan made a motion to accept the September/October 2016 routine voucher expenditures. Susan Putnam provided a second. All voted aye. The expenditures were reviewed and discussed.
5. **Budget:** Board reviewed Collections sheets provided in the Treasurer's report. The current financial standing of the library was discussed.

6. **Sheri Allen Memorial:** Update on Sheri Allen Memorial was discussed. Final details of event were discussed. Joyce Mendiola was present for this discussion.
7. **Denio Library Expansion:** An update on the Denio Library Expansion was provided. Moving forward with the sale of the Dunsmore property, there will be an open house held there on 18 November 2016.
8. **Approval of Automatic Door Mechanisms to the Front Entry Way:** The implementation of automatic doors to the front entry way to become ADA compliant was discussed. Georgette Olsen moved to approve the recommendation to purchase and implement automatic doors to the front entry way of the library. Dale Mentaberry seconded. All voted Aye.
9. **Approval for Installation of Electronic Door Locks on the exterior doors of Winnemucca Branch and McDermitt Branch Buildings:** Installation of electronic door locks for Winnemucca and McDermitt branches was discussed. Susan Putnam moved to approve the recommendation to purchase and install electronic locks on the exterior doors of the Winnemucca and McDermitt branches. Georgette Olson seconded. All voted Aye.
10. **Discussion of Board Member training opportunities:** Various training opportunities were discussed. All Board members advised that they feel most comfortable pursuing different training opportunities on their own.
11. **Discussion of annual evaluation for Library Director:** The evaluation date for the Library Director was discussed. A special meeting will held on at 4:30 p.m. on 7 November 2016, the review will be discussed on that date.
12. **Future Agenda Items:** Future agenda items were discussed.
13. **Public Comments:** There were no public comments at this time.
14. **Future Board Meetings:** The next library board meeting will be a special meeting held on 7 November 2016 at 4:30 p.m. and 15 November 2016 at 5:00 p.m.
15. **Adjournment:** The Board adjourned at 6:00 p.m.

**Respectfully Submitted**