

Humboldt County LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
February 19, 2019
Nevada Room

Attendance:

Board Members present: Georgette Olsen, Rick McComb, Mary Agnes Boni, and Lesley Haas

Board Members Absent: Susan Putnam

Staff Members present: Jessica Anderson and Sherry Ranf

Legal Counsel present: Wendy Maddox

Others: Ben Garrett, Humboldt County Road Department Superintendent

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 at 5 p.m.
2. **Public Comment and Discussion:** There was no public comment at this time.
3. **Consent Agenda:** Rick motioned to approve items b and e. Motion carried. Items a, c and d pulled down for further discussion.
 - a. Minutes from January 11, 2019 Meeting
Additional details needed in item #4 about the discussion with Tammy Westergard & Norma Fowler from the Nevada State Library. Additional details needed in item #6 on the discussion of the Denio building and digital floor plans. Leslie motioned to approve the minutes with the additional. Motion carried.
 - b. Minutes from January 17, 2019 Special Meeting
 - c. Budget Report
Discussion on Postage and advertisement line items and the upcoming 2020 budget. Rick motioned to approve the Budget Report. Motion carried.

- d. Routine expenditures for January 8, 2019 – February 9, 2019. After additional discussion Georgette motioned to approve the routine expenditures. Motion carried.
 - e. Director’s Report & Annual Report

- 4. **Discussion and Possible Action on deciding whether to proceed with updating the public water system in Denio with a new engineer approved iron filter, water softener, and refitting of the pipes to meet the distance criteria between the well and filters, to meet EPA standards for a cost not to exceed \$7,000 in equipment, or to have our certification for a public water system lapse until such a time when it is needed.** Ben Garrett reported that if we get three consecutive water samples within the parameters for iron and color we will not be required to put in a new system. Rick motioned to defer action until the final results are back. Motion carried

- 5. **Status on the progress towards getting a quote for the renovation of the main floor of the Denio Annex to be put out for the county bid process. For Information Only.** There will be no cost to getting the quotes from Michael Clay, waiting on two quotes, one for the main floor and one for the 2nd floor, should be available in 2-3 weeks.

- 6. **Discussion and Possible Action on the revised 5 year strategic plan. For Discussion and Possible Action.** Leslie motioned to approve with minor grammar corrections. Motion carried.

- 7. **Discussion and Possible Approval on setting a schedule and questions for a Board self-assessment.** Rick motioned to use the Dolhousie University Assessment with a scale of 1-5 for ranked assessments, and complete it at the retreat in July, and to complete future assessments once a year at the retreats. Motion carried.

- 8. **Discussion and Possible Action on a list of possible topics/ideas for library advocacy, trainings, or programs.**
 - a. Wearing apparel with the Library Logo when representing the organization outside the library
 - b. Having representatives attend civic group meeting, including but not limited to Chamber of Commerce and Winnemucca Futures
 - c. Putting together a newspaper article introducing the Library Board of Trustees
 - d. Possible trainings on early childhood developments and class management for teacher’s aides to be useful in the Library

9. Future Agenda Items & Meeting Dates, including items & date for the upcoming Annual Review of Jessica Anderson, Interim Library Director, and future items to be added to the Trustee Calendar.

- Next Regular Meeting – March 12th at 5 p.m.
- Annual Review moved to – March 19th at 5 p.m.

10. Public Comment and Discussion: Georgette asked about book fines possibly being charged for damages occurring from the weather when in the book drop, addressing those concerns with staff when charging fines.

11. Adjournment: The Board adjourned at 6:37 p.m.

Respectfully Submitted