

# Humboldt County

## LIBRARY

Humboldt County Library  
Board of Trustees  
Board Minutes  
September 17, 2019  
Nevada Room

### Attendance:

**Board Members present:** Georgette Olsen, Rick McComb, Mary Agnes Boni, and Susan Putnam

**Staff Present:** Jessica Anderson and Sherry Ranf

**Legal Counsel present:** Anthony Gordon and Wendy Maddox

**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 5:02 pm.

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

3. **Consent Agenda:**

a. **Minutes from August 20<sup>th</sup> meeting and August 26<sup>th</sup> & 27<sup>th</sup> Special Meetings**

Trustee Olsen made a motion to approve the minutes from August 20th and 26th, with the minutes from August 27th tabled. All voted aye and the motion carried.

b. **Budget Reports**

Trustee McComb made a motion to approve the budget reports with corrections. All voted aye and the motion carried.

c. **Routine Expenditures for August 15<sup>th</sup> – September 11<sup>th</sup>, 2019**

Trustee Boni made a motion to approve the routine expenditures for August 15th-September 11th. All voted aye and the motion carried.

4. **Consideration, Discussion and Possible Action on the approval of the Director's Report for the month of August. Discussion and possible action:** Trustee McComb made a motion to approve the August Director's Report. All voted aye and the motion carried.

5. **Report from Trustee Boni on the request for a waiver of the attrition policy for the Denio Branch Manager position presented to the Commissioners on September 3<sup>rd</sup>, 2019:** Trustee Boni reported that the request of waiver of the attrition policy for the Denio Branch manager position presented to the commissioners was approved.

6. **Report from Jessica Anderson on the R6Studio Architect contract item presented to the Commissioners on September 16<sup>th</sup>, 2019:** Director Anderson reported that the contract from R6Studio was approved by the commissioners, with the Denio Funds available to cover the remaining cost.

7. **Discussion and possible action on closing the Humboldt County Library to the public for the week of November 4<sup>th</sup>-8<sup>th</sup> that carpet is installed:** Trustee McComb made a motion to close the library to the public during the week of November 4th-8th for the installation of carpet. All voted aye and the motion carried.

**8. Discussion and possible action on recommending to the Humboldt County Board of Commissioners that the surplus desks and physical card catalog be disposed of either by selling the property at public auction or donating the property to another governmental entity or nonprofit organization pursuant to NRS 332.185 as it is no longer required for public use, is desirable and in the best interest of the County:** Trustee Boni made a motion to recommend the selling at auction of the property no longer required for public use to the commissioners. All voted aye and the motion carried.

**9. Discussion and possible action on the formation and meeting of subcommittees to gather information and present it to the Board on the following topics:**

**a. Sherry Ranf's Retirement party**

No action taken, instead a subcommittee of Director Anderson and Susan Putnam will take this on.

**b. Forming a non-profit, Friends of the Denio Library Foundation**

Trustee McComb made a motion that a subcommittee of Sherry Ranf, Director Anderson, Trustee McComb and Trustee Olsen be formed to further investigate forming a non-profit, Friends of the Denio Library Foundation. All voted aye and the motion carried.

**c. Fundraising events in support of the Humboldt County Library and the Denio Branch Library**

Trustee Olsen made a motion to table. All voted aye and the motion carried.

**10. Discussion and possible action on approaching the commissioners regarding the reinstatement of the Assistant Director position to the budget:** Trustee McComb made a motion to table this discussion for the October meeting. All voted aye and the motion carried.

**11. Discussion and possible action on the time, place and topics of a Library Trustee retreat meeting:**

Trustee McComb made a motion to hold the retreat on December 13th, 2019 at one of the hospital meeting rooms, if available. All voted aye and the motion carried.

**12. Future agenda items and meeting dates:** The next regular meeting of the Board will be held October 15th at 5:00 pm.

**13. Public Comments:** Wendy Maddox made a comment about the Library Director interview questions used during the August 27th special meeting of the board, and the favorite books described by each candidate. Comment was also made on the use she has been making of the Overdrive App, and that others need to be made aware that it is a service available through the library.

**14. Adjournment:** The board adjourned at 6:36 pm.