

Humboldt County

LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
December 21, 2021
Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

Board Members present: Georgette Olsen, Rick McComb, Andrea Bryant, Andrea Fetterly, Lesley Haas

Staff Present: Jessica Anderson, Elizabeth Robinson

Legal Counsel present: Wendy Maddox

Other: Abel del Real-Nava, Sherry Ranf

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 5:30 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
 - a. **Minutes from November 16, 2021 meeting:** Trustee Olsen moved to approve minutes for the November 16, 2021 meeting. All voted aye and the motion carried.
 - b. **Routine Expenditures for November 2021:** Trustee Olsen moved to approve routine expenditures for November 2021. All voted aye and the motion carried.
 - c. **Current Budget Report:** Trustee Olsen moved to approve the current budget report. All voted aye and the motion carried.
 - d. **Current Grant Report:** Director Anderson made a note that starting in January the grant reports will look similar to the budget reports. Trustee Olsen moved to approve the current grant report. All voted aye and the motion carried.
4. **DIRECTOR'S REPORT: (FOR POSSIBLE ACTION) – For consideration, discussion, and possible action of approving the Director's Report for November 2021.** Director Anderson invited the board to the cricut training that will be happening at the library on January 22nd, 2022. Trustee Olsen motioned to approve the Director's report for November 2021. All voted aye and the motion carried.
5. **MEMORIAL SCHOLARSHIP REQUIREMENTS: (FOR DISCUSSION AND POSSIBLE ACTION)** Director Anderson stated that she was bringing the requirements before the board because they have been the same for a long time. Trustee Olsen said that she would like to change the question for the essay because they get very repetitive. The board then discussed what they would like the new question to be. Trustee Fetterly asked if homeschool students were allowed to apply for this scholarship. Director Anderson stated that the requirements say an applicant must have attended school for at least 2 years. Director Anderson then stated that she would look into that question more. Trustee Haas asked if financial need was addressed on the requirements since the board had weighed that into their decisions. Director Anderson stated that she would put that into the requirements. Trustee Olsen motioned to approve the changes to the Memorial Scholarship requirements.
6. **LIBRARY DIRECTOR EVALUATION: (FOR DISCUSSION AND POSSIBLE ACTION)** Trustee Olsen commented that she appreciated the honesty of the staff reviews, and the other trustees all agreed. The library board each took turns to express

their opinions and ask questions in each category of the review consisting of: Communications, Customer Focus, Job Knowledge, Personal Behavior, Quality and Quantity of Work, Planning and Organization, Decision Making/Problem Solving, and Leadership. Trustee Olsen will compile all reviews and summarize them to be reviewed, and approved at next meeting.

7. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on January 18th, 2022 at 5:30 pm.

8. **Public Comments:** Trustee Haas asked if the free little libraries were from the library. Director Anderson explained that they were from the Northern Nevada Reading Coalition, which the library is a part of. The free little libraries themselves were donated from an eagle scout from Washoe County. Director Anderson stated that one was already installed and the location for the other will be decided at the next meeting of the coalition. Director Anderson also explained that the plexi glass in the little library that is already installed was missing and will be fixed by buildings and grounds.

9. **Adjournment.** The Board adjourned at 6:40 pm.