

Humboldt County LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
October 18, 2022
Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

Board Members present: Georgette Olsen, Andrea Bryant, Rick McComb, Becca Fitzgerald

Staff Present: Jessica Anderson, Elizabeth Robinson

Legal Counsel present: Wendy Maddox

Public: Judy Quilici

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:** Trustee Olsen moved to approve the meeting minutes and Budget Report. All voted aye and the motion carried. Trustee McComb asked to pull down the routine expenditures to discuss. Trustee McComb asked for clarification on why Overdrive was on the expenditure list since they were discontinuing the app. Director Anderson explained that we will still be using Overdrive to purchase audio and e-books but the app they use will now be called Libby. Trustee Fitzgerald asked if we would be charged to use the Libby app. Director Anderson stated no the library would not be charged for the app. Trustee Fitzgerald asked if the items we order from Overdrive belong to the Humboldt County Library and we get to keep them or do they only stay on our account for a certain amount of time. Director Anderson stated that it just depends on the item that is ordered. Certain items will stay as long as we are using Overdrive and others last for a certain number of checkouts. Trustee McComb moved to approve the expenditures for September 2022. All voted aye and the motion carried.
 - a. **Minutes from September 20th, 2022 meeting:**
 - b. **Routine Expenditures for September 2022:**
 - c. **Current Budget Report:**
4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News in the Director's Report for September 2022.** – Director Anderson let the trustees know that all current staff have now been to both branch libraries. Trustee McComb asked if the VR headsets for the SANDI Grant are just for CAN studies or if they can do anything else. Director Anderson stated that they could do all kinds of things, and that staff would be getting training in the next day or so. Director Anderson also explained that there are two separate sections of the VR headsets. One section is for the library that can be checked out in house and cannot leave the library and the other section are for the CNA students that will come and check out the headsets and take them with them to be used as their textbooks and all-around study buddy. Trustee Olsen asked if the new ramp that is being put in going to have rails attached. Director Anderson answered that yes there will be rails on both sides of the ramp. Director Anderson let the trustees know that the library is fully staffed for now.

- 5. Consideration, Discussion and Possible Action on Approving the Updated Strategic 5 Year Plan. (FOR CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION)** – Director Anderson stated that she hadn't made any changes because most of the things in the plan are currently ongoing. Trustee Olsen asked if this was the same as when they looked at it in 2020. Director Anderson stated that yes but it is always good to look at it regularly. Trustee McComb asked if we have looked into estimates for the dropped ceiling. Director Anderson explained that yes but at the time it was only for main room up to the stacks, and that was so we could put in any new wiring. Trustee McComb asked if the count Building & Grounds department would be doing that project or if a contractor would. Director Anderson explained that all depends on who would currently be working for that department and what bids we would receive. Trustee McComb asked if the schools have one digital site to view all the school's collections. Trustee Fitzgerald explained that each school site doesn't run the same program. Trustee Bryant asked about goal #8 under programming collaborations (keep kids learning and adults earning) and if there are any existing programs that are being offered right now. Director Anderson stated that the VR unit is all about economic development and getting people jobs. Trustee Bryant asked if goal #13 is currently ongoing. Director Anderson stated that we no longer do the soup kitchen but that the library is still involved with the Lions Club and the food bank. Trustee McComb asked when the last time the library has presented anything anywhere. Director Anderson explained that staff member Tanner Ames would be taking the VR unit to the career fair on November 2nd, and 3rd. Since nothing was added or changed no action was taken.
- 6. Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on November 15th, 2022 at 5:00 pm.
- 7. Public Comments:** Judy Quilici asked for a copy of the Strategic 5 Year Plan.
- 8. Adjournment.** The Board adjourned at 5:36 pm.