

# Humboldt County

## LIBRARY

Humboldt County Library  
Board of Trustees  
Board Minutes  
September 19, 2023  
Humboldt County Library- Meeting Room, Teleconference or Video Conference

### Attendance:

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

**Staff Present:** Jessica Anderson, Elizabeth Robinson

**Legal Counsel:** Mike Macdonald

**Meeting Notice Report:** Director reported that the meeting notice had been duly posted at the Humboldt County Courthouse, Humboldt County Library, and Humboldt County Website.

1. **Call to Order:** The meeting was called to order at 5:00 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
  - a. **Minutes from July 18<sup>th</sup>, 2023, meeting:**
  - b. **Routine Expenditures for July & August 2023:**
  - c. **Current Budget Report for July:**
  - d. **Current Budget Report for August:**

Trustee Olsen asked about the Scholarships and for clarification on which fund they come out of, if it was the memorial fund that they are taken from. Director Anderson stated that she was correct that the scholarships do come from the memorial fund. Trustee Olsen also asked if the check for the scholarship amount needed to clear before it would show up in the budget report. Director Anderson stated that yes, she thinks that they must clear before they show up in the budget report. Trustee Olsen moved to approve the consent agenda, all voted aye, and the motion carried.

4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson talked about staff member Tanner Ames making a seed library for the public, and that he was on his way to ARSL. Dolly Parton Foundation had a kickoff to start the Dolly Parton Imagination Station Sign Ups. The library has started doing once a month early intervention baby bounce that will help give parents the tools to help their children with speech delays or developmental delays. The county is doing a continuation of operations training, which will help make a building book for the library and county in case there is ever a disaster. Denio is doing a program in October called Puppy Yoga. McDermitt branch is still doing their language program and bringing in people for that. Director Anderson also let the trustees know that she got permission to use the Courthouse parking lot for the Trunk or Treat program in October since the program had outgrown the library parking lot and she didn't want there to be any accidents from people standing in the roads. Trustee Olsen asked how people get their children signed up for the Dolly Parton imagination station. Director Anderson explained that there was a website that you can use for sign ups or that there are paper sign ups as well. Trustee Olsen asked if the books get mailed directly to them. Director Anderson stated that they get mailed directly to the child.

5. **5 Year Strategic Plan: Additions to The Planning Session Notes For 2025-2030 (FOR INFORMATION AND DISCUSSION ONLY)** – Director Anderson included the notes from the last board meeting, and the CoOp strategic plan. The current strategic plan for the CoOp breaks down sections into the areas of; Engage our Communities, Grow our Reach and Resources, Advance our Technology, and Operate with Efficiency and Ingenuity. Director Anderson stated that the Strategic plan for the CoOp is 13 pages long and that they are trying to streamline that and make it shorter, while also making it more of a to do list and not so much of a wish list. Director Anderson let the trustees know that she would like to do a survey of the public, hopefully at the Open House for the library. Trustee McComb asked what she meant by Large Library Sign under Aspirations. Director Anderson explained that we would like to have a bigger sign on the side of the library so it would be noticeable to the public and people would know where to find the library. Trustee Bryant asked if there was an Open House scheduled. Director Anderson stated that they were hoping for November.
6. **Short Takes for Trustees: (FOR INFORMATION ONLY)** – Director Anderson explained that these are short videos that are offered through ALA and are in addition to the Trustee Training. Trustees watched the video after some technical difficulties.
7. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on October 17<sup>th</sup>, 2023, at 5:00 pm.
8. **Public Comments:** Legal Counsel Mike Macdonald talked about attending a presentation about Artificial Intelligence. Trustee Olsen commented that she thought the Open Meeting Law training that the trustees watched was interesting and there were a few things that were new from the last training session that was given by prior legal counsel Wendy Maddox.
9. **Adjournment.** The Board adjourned at 5:57 pm.