

Humboldt County

LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
January 15, 2025
Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

Board Members present: Andrea Bryant, Debbie Ames, Rick McComb, Macie Dendary
Staff Present: Jessica Anderson

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

1. **Call to Order:** Trustee Bryant called the meeting to order at 5:19 pm.

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

3. **Consent Agenda:**

- a. **Minutes from December 18th, 2024, meeting:**
- b. **Routine Expenditures for December 2024:**
- c. **Current Budget Report for December:**

. Trustee Dendary moved to approve the consent agenda as presented. All voted aye and the motion passed.

4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson stated that this was a quick wrap up of 2024. In 2024 the library brought in \$50,544 in grant funding. The library added more kits that were dementia friendly, an additional study booth and switched the continuing education grants over to personal grants so the paperwork didn't have to go through the county and bog down the county audit with tiny grants. Trustee McComb asked about the computer stats and wanted to know if the computer stats were part of the library visit stats. Director Anderson explained that the computer stats were not just from people using our computers but also any Wi-Fi hits outside of the building which could be during open hours or during closed hours. Trustee Dendary asked if the meeting room stats of 261 were the number of people or the number of individual meetings. Director Anderson stated that was the number of individual meetings or events that were held in the meeting room. Trustee McComb asked if the number of volunteers were counted as hours or individuals every time they volunteered. Director Anderson stated that it was hours but for separate instances. These numbers were compiled from all the branches since McDermit and Denio also have a few people who volunteer.
5. **Library Director Evaluation: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson emailed out her accomplishments and goals to be added to the final evaluation. Trustees noted some wording and mistakes that they wanted fixed as well as some numbers that need to be added. Trustee McComb made a motion to approve Director Anderson's review with the changes discussed in the language and numbers. All voted aye and the motion carried.
6. **Preliminary Library 2026 Fiscal Year Budget: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson stated this was a rough draft of the budget. She is requesting teen space walls be put up. Buildings and Grounds gave a quote for the teen space walls but they will need to get a new one. They can build the walls themselves, and it should only be a couple of thousand to put them up. This will be put into the B&G budget, but it still needs to be a submitted request for their budget. The library has just received new staff computers, but we still need a new conference monitor. Director Anderson needs to check if the public computers have hit their 5-year mark and if they need to be requested in the I.T. budget. Trustee McComb asked if the wall in the teen space will a permanent non movable wall. Director Anderson stated yes it will be permanent. Trustee McComb wanted to know if I.T. was involved in that. Director Anderson stated that they would be involved if we wanted to add another camera into that room. Director Anderson stated that another request she is adding

to the B&G budget for the library is paint for the Denio building. Increases that were added are the insurance for the buildings and contents since insurance always goes up every year, and the special department projects were added back into the budget. Services and Supplies was also increased for the next fiscal year budget. Trustee Dendary asked what the automation project was. Director Anderson explained that it was the Co-Op fees and that is for our Integrated Library System, 3M, some databases, Overdrive, and some shared licenses such as deep freeze. Trustee McComb asked when the final budget was due. Director Anderson stated that the budget hearings were in March. Trustee McComb asked if the county had gotten a new Comptroller. Director Anderson stated that Gina Rackley was still the Comptroller, but Weston Noyes is the deputy comptroller and will be taking over when Gina fully retires. Trustee Dendary moved to approve the budget draft as is. All voted aye and the motion carried.

7. **NV State Trustee Training: (FOR INFORMATION ONLY)** - Director Anderson read Chapter 3 of the training on Board Member's Ethics and Liability, and then the trustees did a short quiz.
8. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on February 19th, 2025, at 5:15 pm.
9. **Public Comments:** No Public Comment at this time.
10. **Adjournment.** The Board adjourned at 6:00 pm.