

Humboldt County

LIBRARY

Humboldt County Library

Board of Trustees

Board Minutes

December 17, 2025

Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

Board Members present: Debbie Ames, Andrea Bryant, Macie Dendary, Becca Fitzgerald

Staff Present: Jessica Anderson

Member of the Public Present: Wade Warner

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

1. **Call to Order:** Trustee Fitzgerald called the meeting to order at 5:15 pm.
2. **Public Comments:** Patron Wade Warner expressed concern over the amount of time the library closes for Holidays.
3. **Consent Agenda:**
 - a. **Minutes from November 19th, 2025, meeting:**
 - b. **Routine Expenditures for November 2025:**
 - c. **Current Budget Report for November 2025:**

Trustee Bryant moved to approve the consent agenda as presented. All voted aye, and the motion carried.

4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson stated that the library is getting 13 STEM Kits for a statewide LSTA grant. The library will need to review the older kits and weed out some or transfer others to the branches. Director Anderson stated that staff member Jayme Wells informed her that the library has 96 Pre-K readiness kits to begin giving to baby bounce, story times, daycares, and preschool-aged children. These are Lakeshore kits that the Department of Education is supplying. About 200 people attended the library's annual Santa program, where community members could have their photos taken with Santa, and children received a book and a candy cane. Staff member Megan Thiede hosted a Homemaker exchange program in which participants signed up with their homemade items and exchanged them with others, creating a diverse mix of items for participants to take home. The Denio Library hosted a Christmas Tree lighting attended by 41 people. The library job descriptions were presented to and approved by the Commissioners, so staff need to sign the updated job descriptions. Director Anderson stated that she had 3 grants approved by the commissioners at the last meeting: Collection Development, Digital Collection, and Bookmobile. Director Anderson also informed the trustees that the commissioners approved converting the part-time teen space position to full-time. Staff member Tanner Ames was promoted to a Senior Library Technician and would also be receiving his 5-year award from the county at the next commissioner meeting.
5. **Library Director Evaluation: (FOR DISCUSSION AND POSSIBLE ACTION)** – Trustee Bryant made a motion to approve the Library Director's evaluation as presented. All voted aye, and the motion carried.
6. **State of Nevada Minimum Public Library Standards & Interlibrary Loan Policy Agreement: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson informed the trustees that the numbers are based on last year's stats because our bibliostat is usually done through Baker and Taylor, which has recently gone out of business, so the state asked us to fill the standards sheet out based on last years numbers. Director Anderson stated that we chose option A because it was the option we chose last year, but that we can pick any option because we qualify for all of them. Director Anderson informed the trustees that the library doesn't require a staff certification waiver due to its size. The Interlibrary Loan agreement states that the library will send materials to other libraries in the Co-Op. Trustee Bryant made a motion to approve the State of Nevada Minimum Public Library Standards and the Interlibrary Loan Policy Agreement. All voted aye, and the motion carried.

7. **Nevada State Trustee Training: (FOR INFORMATION ONLY)** – Trustees completed quizzes for each chapter of the Nevada State Trustee Training that had previously been read at past board meetings.
8. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on January 21st, 2025, at 5:15 pm.
9. **Public Comments:** No public comment at this time.
10. **Adjournment.** The Board adjourned at 6:24 pm.