

Humboldt County

L I B R A R Y

Humboldt County Library
Board of Trustees
Board Minutes
March 20, 2018
Humboldt County Library

Attendance:

Board Members present: Mary Agnes Boni, Barbara Duncan, Susan Putnam, Georgette Olsen, and Mary Beene

Board Members absent:

Staff Members present: Jessica Anderson, Kyle Ebert

Other Attendees: Anthony Gordon, Humboldt County District Attorney, Abel Del Real-Nava, Humboldt County H.R., Eric Milavsky, Pool/Pact (via phone) and Shawn Nelson

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 by Barbara Duncan at 5:00pm.
2. **Public Comment and Discussion:** There was no comment at this time.
3. **Review, discussion and possible approval of minutes from February 20, 2018 Meeting and Tuesday 27, 2018 Special Meeting (For Discussion and Possible Action):** Barbara Duncan moved to approve. All voted aye.
4. **Review and approval of routine expenditures for February 2018 & March 2018 (For Discussion and Possible Action):** Mary Beene motioned to approve the routine expenditures as presented. All voted aye.
5. **Discussion and possible action regarding the Board of Trustees reviewing the possible Library Director candidates, interview dates, and questions with Pool/Pact (For Discussion and Possible Action).** Eric Milavsky from Pool/Pact reported that they received 22 applicants and are recommending the top 5 for interviews, discussing the grid used to grade them and the top candidates. April 26th & 27th were discussed as possible

dates for interviews, with each candidate being offered up to \$800 reimbursement for travel, lodging and food. Barbara Duncan moved to approve interviewing the 5 candidates, tentatively on April 26th & 27th, using questions developed with Eric, and offering up to \$800 per candidate for expenses. All voted aye.

6. **Discussion and possible action regarding the Board of Trustees reviewing the potential changes to the job description for the position of Senior Library Technician - Bookmobile (For Discussion and Possible Action):** Georgette Olsen motioned to approve the job description pending changes – may need to lift up to 50 lbs. All voted aye.
7. **Discussion and Possible Action on the information gathered from the meeting between the Nevada State Librarian and the County Administrator and District Attorney (For Discussion and Possible Action).** Tabled for April Meeting.
8. **Discussion and possible action on updating or changing the Memorial Tree to a Memorial Wall or other ways of donor recognitions (For Discussion and Possible Action).** Discussion only. Susan Putnam brought up the topic as a potential change farther down the line and to keep a look out for a suitable spot to display donor and memorial plaques.
9. **Discussion and Possible Action regarding the 2018-2019 fiscal year budget for the Library (For Discussion and Possible Action).** Jessica reported that the budget hearing had been moved to April 2nd, Barbara moved to approve the budget with the amended change of adding an additional \$100,000 to the Special Department Projects, bringing the total of that line item up to \$300,000. All voted aye.
10. **Review of Library status in regards to programming, staff training & accomplishments, upcoming calendar, and other information (For Discussion only).** April calendar of events for the Humboldt County Library included National Library week and the 50th anniversary of the Library in its current building, Memorial Scholarships – Barbara Duncan had to recuse herself from participation this year, Kyle Ebert is submitting an application for a Virtual Reality Pilot Program for the Humboldt County Library, and the Ready for K program is just kicking off.
11. **Discussion and update on Denio Library progress (For Discussion only).** Denio is holding their Grand Opening during National Library Week, discussed the current Denio newsletter, HVAC system in progress.
12. **Identification of future agenda items for April meeting. These items may not be discussed and no action will be taken on any item identified as a future item:** The next meeting will be held April 17th at 5:00pm at the Humboldt County Library. Report on budget hearing, memorandum on County Commissioner, DA, and State Librarian

meeting, Memorial Scholarship, Library Director question and interview date update from Pool/Pact, Denio Update.

13. **Public Comments:** Shawn Nelson once again entered into public comment his complaint about the County Administrator and Commissioners.

14. **Adjournment:** The Board adjourned at 6:44 p.m.

Respectfully Submitted