

Humboldt County

LIBRARY

Humboldt County Library

Board of Trustees

Board Minutes

October 24, 2017

Humboldt County Library

Attendance:

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

Board Members absent: None.

Staff Members present: Cyndi O.

Other Attendees: None.

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, Humboldt County Website.

1. **Call to order:** The meeting was called to order by Barbara Duncan at 5:02 p.m.
2. **Public Comment and Discussion:** Barbara Duncan reported an interaction with Maryanna Enixson regarding complaints about library policy and procedure. Director also reported interaction with same customer via phone and that several customers had gone to County Commission to report concerns before speaking with the director or the Library Board. Director reported on phone conversation and addressed each concern voiced. Director will be in touch with the group who went to the County Commission to address concerns and seek feedback.
3. **Review, discussion and possible approval of minutes from the 3 October 2017 regular meeting and 15 August special meeting (For Discussion and Possible Action):** 15 August minutes not available. Georgette Olsen moved to approve the 3 October 2017 minutes as presented. All voted aye and motion carried.

4. **Review and approval of routine expenditures for October 2017 (For Discussion and Possible Action):** Georgette Olsen moved to approve the presented expenditures. All voted aye and the motion carried.
5. **Review of current budget standing (Information only):** Discussion of current spending through September.
6. **Discussion regarding Denio Library Expansion Committee update, purchase updates, and budget planning for Denio Library expansion project (Information only):** Sherry making progress on HVAC and carpet quotes.
7. **Discussion and possible action to extend McDermitt branch hours to include Saturdays, 9 am - 3 pm (Discussion and Possible Action):** Mary Beene motioned to approve the branch hour change and collect information to reevaluate in six months. All voted aye and the motion carried.
8. **Discussion and possible action approving the closure of all branches from 9 am - noon on Thursday, 2 November for team training (For Discussion and Possible Action):** Georgette Olsen motioned to approve the closure of all branches for team training. All voted aye and the motion carried.
9. **Discussion regarding security concerns in McDermitt, including but not limited to poor outdoor lighting, security camera installation and Sheriff department patrols (Information only):** Director O reported on safety concerns from team members at the McDermitt branch and discussed options to enhance security. Director will move forward with coordinating with appropriate departments to get quotes on work.
10. **Discussion and possible action regarding accepting and utilizing donation of approximately 2000 locking DVD cases from Douglas County Library with an approximate value of \$10,000 (For Discussion and Possible Action):** Mary Beene motioned to accept the donation. All voted aye and the motion carried.
11. **Report and discussion on Nevada Library Association Annual Conference (Information only):** Director and Georgette Olsen reported on conference agenda and sessions attended. Sessions were designed to facilitate trustee orientation and training and provide networking opportunities.
12. **Review, discussion and possible action to respond to letter received from Peter J Smith, Nevada attorney, on behalf of former employee (For Discussion and Possible Action):** Discussion of NRS and library board authority ensued. Barbara Duncan motioned that Georgette Olsen draft a letter to be reviewed and possibly approved at the next board meeting, to be CCed to the County Administration and State Library. All voted aye and the motion carried.

13. View and discuss "Short Takes for Trustees: Board Ethics" training module (Information only): Tabled for next meeting due to technical difficulties.

14. Future Board Meetings: The next library board meetings will be on 14 November 2017 (special) at 5 p.m.

15. Public Comments: No public comment at this time.

16. Adjournment: The Board adjourned at 6:27 p.m.

Respectfully Submitted