

Humboldt County

LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
March 12, 2019
Nevada Room

Attendance:

Board Members present: Georgette Olsen, Rick McComb, Mary Agnes Boni, and Lesley Haas

Board Members Absent: Susan Putnam

Staff Members present: Jessica Anderson and Sherry Ranf

Legal Counsel present: Wendy Maddox

Other: Abel del Real-Nava, Assistant County Manager/H. R. Director

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 at 5 p.m.
2. **Public Comment and Discussion:** There was no public comment at this time.
3. **Consent Agenda:** Rick motioned to approve b, c, & d. Motion passed.
 - a. **Minutes from February 19, 2019 meeting** Georgette motioned to approve with changes. Motion passed.
 - b. **Budget Report**
 - c. **Routine Expenditures for February 10, 2019 – March 6, 2019**
 - d. **Director's Report**
4. **Discussion and Possible Action on approving the Library 2019/2020 budget.** Rick motioned to approve the budget as presented. Motion passed.
5. **Discussion and Possible Action on updating library support staff job descriptions in part to better align the branches with the main library in ranking and pay scale, to go before the commissioners for approval.** Leslie motioned to approve Jessica and Abel to work together in updating the Job Descriptions & Class Specifications, beginning with the Bookmobile positions. Motion passed.

- 6. Status on the progress towards getting a quote for the renovation of the main floor of the Denio Annex to be put out for the county bid process.** An Architect from Elko, Catherine Wine, came out to look at the Denio property. Will be able to give us a quote to put to bid at no cost the next time she visits, but architect work will most likely be at the end of August. Getting quotes on two phases, phase 1 downstairs & phase 2 upstairs. Waiting to hear back on the completion of the quote from Michael Clayton Construction.
- 7. Discussion and possible action on deciding whether to proceed with updating the public water system in Denio with a new engineer approved iron filter, water softener, and/or refitting of the pipes to meet the distance criteria between the well and filters, to meet EPA standards for a cost not to exceed \$7,000 in equipment, pending the results of three consecutive water samples.** Second water sample came back good, waiting on third and last consecutive water sample before moving forward. Mary Agnes made a motion to table. Motion passed.
- 8. Consideration, Discussion and Possible Approval on the list of possible topics/ideas for library advocacy, trainings, or programs including, but not limited to:**
 - a. Wearing apparel with the Library Logo when representing the organization outside the library** Jessica will look into getting apparel with the Library Logo on it with staff input.
 - b. Having representatives attend civic group meeting, including but not limited to Chamber of Commerce and Winnemucca Futures**
 - c. Putting together a newspaper article introducing the Library Board of Trustees** Jessica will talk to Ashley Maden from the Humboldt Sun about an article on the Library Board of Trustees.
 - d. Possible trainings on early childhood developments and class management for teacher's aides to be useful in the Library** Jessica will look into what time NLA (Nevada Library Association) is meeting this year.
- 9. Future agenda items and meeting dates.** The next regular Board meeting will be held April 16th at 5pm.
- 10. Public Comments: General public comment is designated for discussion only. The public has the opportunity to address the Board on any matter not appearing on this agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken.** No comments at this time.
- 11. Adjournment.** The Board adjourned at 6:32 pm.

Respectfully Submitted