

Humboldt County LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
June 15, 2021
Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

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

Staff Present: Jessica Anderson, Elizabeth Robinson

Legal Counsel present: Wendy Maddox

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 5:30 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
 - a. **Minutes from May 18, 2021 meeting:** Trustee Boni moved to approve the minutes from the May 18, 2021 meeting. All voted aye and the motion carried.
 - b. **Routine Expenditures for May 2021:** Trustee McComb stated that he noticed that Amazon was always on the expenditure list and wanted to know if we use them a lot, and if it was a commercial account. Director Anderson stated that yes, we use them all the time and we have a business account with them. Trustee Olsen motioned to approve the expenditures for May 2021. All voted aye and the motion carried.
 - c. **Current Budget Report:** Trustee Boni moved to approve the current budget report. All voted aye and the motion carried.
 - d. **Current Grant Report:** Trustee Boni moved to approve the current grant report. All voted aye and the motion carried.
4. **DIRECTOR'S REPORT: (FOR POSSIBLE ACTION) – For consideration, discussion, and possible action of approving the Director's Report for June 2021.** Trustee Boni asked for an overview of the Director's Report. Director Anderson stated that we filled our latest position with Megan Toala. She is starting as a library assistant, and we are fully staffed now. Staff has started a new training by Ryan Dowd called A Librarians Guide to Homelessness. This was part of a grant and staff has until the end of summer to get through the training. Trustees McComb and Boni asked if this was an audio/visual training or if we were using a book with webinars. Director Anderson stated that we do have the book but this training was mostly web based and is almost 18 hours of training. Trustee McComb asked if all staff were doing this training. Director Anderson stated that all staff were required to do the training even the branches. Other trainings that staff will be doing are, Active Shooter Trainings, and First Aid Training. Trustee McComb asked what Community Cubbies was. Director Anderson explained that the Lions Club is doing the Community Cubbies which will be kind of like a day camp for children ages 5-11, which will rotate through the community at other spots like the community garden and museum. They will work together to put together lesson plans for these children. The kick off for this event is on August 7th at the Humboldt Museum. The library now has two Free Little Libraries, the second one was received from the boy scout who donated the first. Director Anderson would like to install one at Vesco Park against the restroom facing the hospital. The second one will hopefully be installed at Pioneer Park. Both can eventually be registered at the Free Little Library website. Director Anderson stated that she has joined the committee for NV Reading week for 2022. Summer Learning has started, we are starting in person programs at the park, and almost weekly hikes with NV Outdoor school, each having a different theme. Trustee Olsen asked where they start. Director Anderson explained that they meet at the second bathroom up in Water Canyon, and they will

be about an hour and a half round trip. Director Anderson stated that bookmobile driver Robin Monchamp would be attending the Association of Bookmobile and Outreach Services conference, which is virtual this year. Trustee McComb asked what the ARSL dates are for Reno this year. Director Anderson stated the dates are, October 20-23. Director Anderson explained that she would be attending the conference as part of her Leadership Academy and that she was hopeful that staff members Jayme Wells and Jasmine Mendoza would be able to attend and doing a presentation. Director Anderson stated that our first 2022 fiscal year mini grant was just finalized, and it will be used for wellness kits. Trustee Olsen asked what would be in those kits. Director Anderson explained that they would be like the story time, or STEAM kits but more focused towards adults. Examples would be: yoga, cardio, meditation, tarot cards, along with a self-administered wellness exam, that will include all the equipment to check their blood pressure, and heart rate. All kits would have a disclaimer inside. Trustee McComb asked when that would start. Director Anderson stated that funds can start being expended in July. Trustee Olsen moved to approve the Director's Report for June 2021. All voted aye and the motion carried.

5. **DISCUSSION AND POSSIBLE ACTION ON PROJECTS TO BE FULLY OR PARTIALLY FUNDED FROM A \$23,000 DONATION FROM HUMBOLDT FOUNDATION: (FOR DISCUSSION AND POSSIBLE ACTION) – For consideration, discussion, and possible action of suggesting projects to be fully or partially funded from a \$23,000 donation to benefit the library from the Humboldt Foundation.** This item was tabled until further information could be given.

6. **INFORMATION ONLY FROM THE DENIO FRIENDS OF THE LIBRARY: (FOR INFORMATION ONLY) - Information on the fundraising efforts and other matters of business from the Friends of the Denio Library as it relates to the Library and County progress on the Denio Annex Building, 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.** Director Anderson stated that the only new information she had from the Denio Friends of the Library group was that at some point they might form a sub-committee with Denio, Enoc from building and grounds, Dave Mendiola if he's not too busy, a board member and Director Anderson, so that everyone has all information needed concerning the Denio Annex building and no one has to play phone tag. Director Anderson stated that the Friends group wants to do an Environmental report on the Annex building but, Enoc, the Director of buildings and grounds thinks that report was already done when the building was purchased. Director Anderson doesn't want to spend money that the Friends group has raised if the report has already been done.

7. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on July 13th, 2021 at 5:30 pm.

8. **Public Comments:** No comments at this time.

9. **Adjournment.** The Board adjourned at 6:00 pm.