

Humboldt County LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
August 17, 2021
Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

Board Members present: Georgette Olsen, Andrea Fetterly, Rick McComb

Staff Present: Jessica Anderson, Elizabeth Robinson, Hannah Buermann, Amanda Chapman

Legal Counsel present: Anthony Gordon

Other: Sherry Ranf

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 5:31 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
 - a. **Minutes from July 13, 2021 meeting:** Trustee McComb wanted clarification on if the money for the Humboldt Foundation was for matching. Director Anderson explained that the Humboldt Foundation would like to see a fundraiser held and they would match whatever amount of money the library was able to bring in. Trustee Olsen moved to approve the minutes from the July 13, 2021 meeting. All voted aye and the motion carried.
 - b. **Routine Expenditures for July 2021:** Trustee Olsen moved to approve the routine expenditures for July 2021. All voted aye and the motion carried.
 - c. **Current Budget Report:** Trustee Olsen moved to approve the current budget report. All voted aye and the motion carried.
 - d. **Current Grant Report:** Trustee Olsen 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 August 2021.** Trustee McComb commented on how happy he was that the Summer Learning Program numbers were back up and almost as high as previous years before COVID. Trustee McComb asked about the picture of a fire truck in the report. Director Anderson explained that the picture was from a program that the Children's Department was putting on. Trustee Olsen asked about the open position for a Library Specialist in Denio. Director Anderson explained that current Denio staff member Hannah Buermann was leaving, and that part time employee Amanda Chapman was interested in applying for the position. Trustee McComb asked how many hours per week this position would be working. Director Anderson stated that that the position was for 25 hours weekly. Director Anderson showed the board a TikTok video that the staff in the Children's Department had made for the Teen Room. Trustee Olsen asked about Rebecca Hoover from Sapience Practice under the section of Networking of the report. Director Anderson stated that this was who provided care to HGH for the Behavioral Health Clinic, and that she had received an email from them expressing interest in touring the library and to discuss future programming. It had to be rescheduled due to Director Anderson being out of town. Trustee Olsen asked if this was something that a board member should be there for. Director Anderson stated that yes if the board was interested they could be there for the tour and discussion about future programming. Trustee Olsen moved to approve the Director's Report for August 2021. All voted aye and the motion carried.

5. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE NOMINATION AND APPOINTMENT OF A NEW CHAIR PERSON AND CO-CHAIR PERSON FOR THE BOARD OF TRUSTEES: (FOR DISCUSSION AND POSSIBLE ACTION)

Trustee Olsen asked Trustee McComb if McComb would be interested in staying the Chair person. Trustee McComb stated yes that would be fine, it really wasn't that much work. Trustee Fetterly motioned to keep the Chair and Co-Chair as is. All voted aye and the motion carried.

6. INFORMATION, DISCUSSION AND POSSIBLE ACTION ON THE HUMBOLDT FOUNDATION FUNDRAISING PLANS FOR THE \$23,000 MATCH DONATION TO THE LIBRARY: (FOR DISCUSSION AND POSSIBLE ACTION) – For consideration, discussion, and possible action of suggesting Fundraising Ideas with a \$23,000 match donation to benefit the library from the Humboldt Foundation.

Director Anderson stated that this was brought before the staff at the last staff meeting. Their biggest idea was to have a book carnival, similar to how the opening of Summer Learning used to be. Other routes that can be taken would be to approach corporations or other foundations in town for donations. Trustee McComb asked if the library has approached any of the mines in the past for donations. Director Anderson stated that she has the community funding request form for Marigold Mine, but that Nevada Gold requires you to be a nonprofit 3051C not just a tax-exempt nonprofit. Trustee McComb asked how long this money would be available if it isn't spent right away. Director Anderson stated that the money was earmarked for the library and that it wasn't going to go away if it wasn't spent right away. Trustee Olsen asked if this money could be used out at the Denio branch for the Denio Annex. Director Anderson stated that yes that could be a possibility. No Action Taken.

7. INFORMATION ONLY FROM THE DENIO FRIENDS OF THE LIBRARY: (FOR INFORMATION ONLY) Sherry Ranf stated that they have formed a Grant committee and are currently looking for grants. There is a scheduled community yard sale fundraiser to raise money on Labor Day weekend. Trustee Olsen asked if donations to the friend's group could be counted as fundraising and qualify for a match from the Humboldt Foundation. Director Anderson explained that donations to the Denio Friends of the Library and donations to the actual library are two different pools of money.

8. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND TO THE COUNTY COMMISSIONERS TO APPROVE AN ASBESTOS INSPECTION SOLICITATION FOR THE DENIO ANNEX FROM WISE CONSULTING NOT TO EXCEED \$2962.50 OR SATO ENVIRONMENTAL CONSULTANTS NOT TO EXCEED \$3473.50 AND APPROVAL OF FUNDING THROUGH THE FRIENDS OF THE DENIO LIBRARY AND DENIO LIBRARY BUDGET: (FOR DISCUSSION AND POSSIBLE ACTION)

Trustee McComb asked if this was for inspection and an abatement, or just an inspection. Director Anderson explained that this was just for an inspection and that if they find asbestos, lead, or mold then it would become an abatement which is why there a range of prices quoted. Trustee Olsen asked if either company (Sato Environmental, Wise Consulting) has been out to the Denio property. Sherry Ranf from the Denio Friends of the Library group stated that neither company had been out there. Director Anderson explained that they went visit until they go to do the actual inspection. Director Anderson recommended that the board suggest to the Commissioners to go with Wise Consulting, since the higher quote submitted was cheaper than Sato Environmental. Trustee McComb asked if both companies were out of Reno, NV, and Sherry Ranf confirmed they were. Trustee Olsen asked if either company had worked for the county before, Director Anderson stated that she knew Sato had. Director Anderson also stated that the board could suggest which company to go with to the County Commissioners but that they have to let them look at both quotes from both companies. Director Anderson stated that funding could come from just the Denio Friends group, or the board could match the money using rollover money from the Denio library budget which currently has \$6395.00. Trustee Olsen moved to recommend that the County Commissioners approve the asbestos inspection solicitation for the Denio Annex from either Sato Environmental or Wise Consulting, recommending the Commissioners go with Sato Environmental, and with half of the funding being provided by the Denio Friends of the Library and the other half from the existing Denio library budget. All voted aye and the motion carried.

9. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON RECOMMENDING TO THE COUNTY COMMISSIONERS TO APPROVE THE ARCHITECT CONSTRUCTION PLANS FOR ELECTRICAL AND PLUMBING FOR THE DENIO ANNEX BUILDING: (FOR DISCUSSION AND POSSIBLE ACTION)

Trustee McComb stated that he had some issues with these plans. Trustee McComb asked who drew the electrical plans, and that he doesn't see where any electrical outlets would be on any of these plans, that these just looked like floor plans. Sherry Ranf suggested that maybe they were on the original plans from Catherine Wines, but Trustee McComb stated that he couldn't find them on those either. Trustee McComb stated that on an electrical floor plan you're supposed to have where electrical outlets, panels, and the switches are with how they are all interconnected together. Trustee McComb said these were incomplete plans and that these could not be taken to the Commissioners yet, and more information was needed. No action taken until more complete plans could be received.

10. Future Agenda Items and Meeting Dates. Discussion and Possible Action. The board will next meet on September 21st, 2021 at 5:30 pm.

11. Public Comments: Trustee Olsen commented that Gail Janhunen has written a book called, "Crossing the Ford" about Winnemucca and that she is having a signing on the 28th at the Columns. Trustee Olsen also stated that Gail Janhunen had let her know that staff member Tanner Ames had been incredibly helpful in her research, kudos to Tanner. Trustee Olsen would like the library to reach out and set up a book signing or reading that would take place at the library.

12. Adjournment. The Board adjourned at 6:19 pm.