

Humboldt County

LIBRARY

Humboldt County Library

Board of Trustees

Board Minutes

April 18, 2023

Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

Board Members present: Georgette Olsen, Andrea Bryant, Becca Fitzgerald

Staff Present: Jessica Anderson, Elizabeth Robinson

Other: Judy Quilici

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 5:00 pm.
2. **Public Comments:** Judy Quilici mentioned that the dumpster outside the library had been removed, but the ramp was still closed off to the public. Director Anderson let her know that she would be talking soon with the Building and Grounds department about the ramp.
3. **Consent Agenda:** Trustee Olsen moved to approve the consent agenda as presented. All voted aye and the motion carried.
 - a. **Minutes from March 21st, 2023, meeting:**
 - b. **Routine Expenditures for March 2023:**
 - c. **Current Budget Report:**
4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson informed the trustees that the main branch was fully staffed but one of the newest employees had left and had been replaced by Amy Adair. She is also waiting to hear back from the Human Resources department about an applicant for the McDermitt library position and hopefully that branch will be fully staffed as well. Director Anderson stated that Building and Grounds had responded to her inquiry about the ramp and that it would be another three weeks until completion. Trustee Fitzgerald asked if Building and Grounds would be the ones completing the ramp or if it was contracted out. Director Anderson stated that it was contracted out but that they were the ones that were the contact for us to go to for information. Director Anderson informed the trustees that Building and Grounds had taken time to go out to the Denio branch library with herself and Assistant Director Robinson and find a place to put a cement pad that the charging bench would be going on. Director Anderson stated that she was watching the news about what is happening in libraries across the country. Director Anderson informed the trustees that the library would be doing staff pictures for the county website. She also let the trustees know that the program the library had recently held for the animal expo was so popular and so many people showed up that it had to be moved from the children's department to the upstairs meeting room. Director Anderson talked about current programs that the library is holding, such as reading and robes where Judge Montero came and did a story time and then gave a mini tour over at the courthouse for the kids, and another is the science fair that is up for the week in the meeting room. Director Anderson let the trustees know that Scholarship night would be on May 24th and would be out of town for training along with Assistant Director Robinson, and asked if any of the trustees would be able to present the Scholarships for the library. Trustee Fitzgerald stated that she might be able to and if not, Trustee Bryant would do it.

5. **Library 2024 Fiscal Year Budget: (FOR INFORMATION ONLY)** – Director Anderson stated that the library budget was approved by the County Commissioners with no changes. The Library CoOp budget would be lower than originally thought. The CoOp voted to use the \$88,000.00 supplement from selling IP addresses that were no longer in use to pay for the whole first year of the new ILS system.
6. **Recommended close date of Saturday, June 24th for the library for final ILS data extraction: (FOR CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION)** – It is recommended that the library close for this day because no one will be able to do anything with the ILS at all that day. Instead of having two people there but not being able to do much, they would just work the Monday of that week, and close the library for that Saturday. Trustee Olsen moved to approve the recommended closing date of Saturday, June 24th. All voted aye and the motion carried.
7. **Consideration, Discussion, and Possible Action on selecting the recipient or recipients of the Humboldt County Library Board of Trustees Memorial Scholarship: (FOR CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION)** - Trustees each went around and named the candidates they felt were the best candidates to receive the Memorial Scholarship. Trustees then discussed whether they wanted to do one, two, or even four scholarships depending on how the money would be broken up. Trustees decided on three \$1000.00 scholarships and one \$500.00 scholarship. Trustee Olsen moved to approve three \$1000.00 scholarships for Wade Mori, Jennifer Rodriguez Serrano, Jada Matheny, along with one \$500.00 scholarship for Ryleigh Raabe. The trustees also picked two backup applicants in case the scholarships were not claimed. The backups were Jeremiah Grasmick, and Omar Gomez. All voted aye and the motion carried.
8. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on May 16th, 2023, at 5:00 pm.
9. **Public Comments:** Judy Quilici asked where the money for the memorial scholarships comes from. Director Anderson explained that the money in the memorial account comes from donations or book sales. Judy Quilici also asked what is wrong with the ramp at the entrance of the building. Director Anderson stated that it was cracked at one end, so it needs to be fixed.
10. **Adjournment.** The Board adjourned at 5:52 pm.