

Humboldt County LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
July 18, 2023
Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

Board Members present: Georgette Olsen, Andrea Bryant, Becca Fitzgerald, Rick McComb, Andrea Fetterly

Staff Present: Jessica Anderson, Elizabeth Robinson

Legal Counsel:

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:** No public comment at this time.
3. **Consent Agenda:**
 - a. **Minutes from June 20th, 2023, meeting:**
 - b. **Routine Expenditures for June 2023:**
 - c. **Current Budget Report:**
 - d. **ILL Postage Assistance Letter for 2024 FY:**

Trustee McComb asked why the printing and advertising budget was only about half used in the budget report and since the budget for next year is \$5,000.00 will the library be doing more advertising so that money will be used. Director Anderson stated that the library hadn't done as much with Humboldt Printers as they have in the past. Trustee McComb also asked why the dues and assessments were so low. Director Anderson explained that though this was the end of fiscal year, this wasn't the final budget report. The county will still be accepting vouchers for some time so these numbers in the budget report might still change. Trustee Olsen moved to approve the consent agenda, all voted aye, and the motion carried.

4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson stated that the library staff had survived the new ILS migration. Trustee Olsen asked if most of the adult programs had been filled for the SLP program. Director Anderson stated that most of the spots filled quickly, and there has been fantastic feedback from the people that have done some of the programs already. Director Anderson talked about the updates from Denio and McDermitt. Director Anderson also let the Trustees know that the part-time staff person in Denio had turned in their 2-week notice.
5. **5 Year Strategic Plan: Additions to The Planning Session Notes For 2025-2030 (FOR INFORMATION AND DISCUSSION ONLY)** – Director Anderson let the trustees know that she had talked with the staff to add to the ideas from the trustees. She stated that the third group of people that she would like to get ideas from is the public. Some ideas on how to do that would be a survey at the front door, an open house, or a google survey. Trustee Olsen asked if there was a way that card

holders could be emailed a survey. Director Anderson stated that she thinks there is a way to do that. She would have to look more into it. Trustee McComb asked about the term neurodivergent, and if that was a company. Director Anderson stated that it was referring to HHDS or children that may have autism. There was discussion on ideas that the staff had shared that they would like added to the new 5-year strategic plan. Director Anderson stated that she would like the trustees to bring ideas to her at any time, not just at board meetings.

6. **Change To Denio Library's Service Hours: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson explained that she had talked to the main librarian out in Denio, and she felt that a change in hours to fit her schedule would be more beneficial to the community than to hire another 10-hour part time position. She talked with HR and learned that it was possible to send one of our employees from the main branch to cover out in Denio occasionally if needed. Director Anderson stated that the Denio library would be closed on Mondays but remain open on Tuesday, Wednesday, and Thursdays. Director Anderson stated that the new schedule would not affect the budget in any way. Trustee Olsen moved to approve the change to Denio Library's service hours. All voted aye and the motion carried.
7. **Open Meeting Law Training for Library Directors and Boards, 8/24/2023: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson explained that herself and Director Robinson would both be gone a lot in August, so she would like to plan an Open Meeting Law training instead of a regular board meeting for the month of August. Trustee McComb asked if this would be in lieu of the board of the meeting. Director Anderson stated that yes it would be but that she could still agendize this training. Trustee McComb asked if the training would be open to the public. Director Anderson stated that it would be open to the public if they wanted to go. Trustee Fitzgerald moved to have an agendized Open Meeting Law training in lieu of a regular August board meeting. All voted aye and the motion carried.
8. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on September 19th, 2023, at 5:00 pm.
9. **Public Comments:** No public comment at this time.
10. **Adjournment.** The Board adjourned at 5:45 pm.