

# Humboldt County LIBRARY

Humboldt County Library  
Board of Trustees  
Board Minutes  
November 21, 2023  
Humboldt County Library- Meeting Room, Teleconference or Video Conference

## Attendance:

**Board Members present:** Georgette Olsen, Rick McComb, Becca Fitzgerald

**Staff Present:** Jessica Anderson, Elizabeth Robinson

**Meeting Notice Report:** The Director reported that the meeting notice had been duly posted at the Humboldt County Courthouse, Humboldt County Library, and Humboldt County Website.

1. **Call to Order:** Trustee Olsen called the meeting to order at 5:02 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
  - a. **Minutes from October 17<sup>th</sup>, 2023, meeting:**
  - b. **Routine Expenditures for October 2023:**
  - c. **Current Budget Report for October:**

Trustee Fitzgerald 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 had held the first all-Spanish program. The library has done bilingual programming in the past, but this was the first time the program would be done completely in Spanish. Trustee Fitzgerald asked what was done during that program. Director Anderson explained that it was a Day of the Dead program, so they painted skulls and played the movie Coco. Staff member Marco Solis also put up on the projector what each color on the skulls represented. Director Anderson also let the trustees know that the Trunk or Treat program was a huge success. The library planned for 500 and the numbers came in closer to around 800. Trustees stated how much they love seeing the updates from the branches in the report as well as updates from the main branch.
5. **NLA 2023 Report: (FOR INFORMATION AND DISCUSSION ONLY)** – Director Anderson stated that NLA was for 2 days and that both herself and staff member Jayme Wells presented at the conference. Trustee Olsen asked where this took place and Director Anderson stated that it was in Carson City. Director Anderson stated that both her and Jayme applied for the grant to attend this conference through the state themselves so they would be reimbursed personally and not through the library.
6. **5 Year Strategic Plan: Addition to the Planning Session Notes for 2025-2030: (FOR INFORMATION AND DISCUSSION ONLY)** – Director Anderson stated that the library held an open house and had a survey going at the same time. She plans to close it and then reopen it and post it online. The goal of the survey was to let the public know what the library offered and see what the public might like to see be offered that wasn't already. Director Anderson went through some examples of what people submitted in the survey. Trustee McComb asked if there was a way to send this survey out to the public that doesn't normally come into the library very often or at all. Director Anderson stated that the plan was to reopen the survey and send it out through social media so that members of the community that aren't usually active in the library can take the

survey if they want to. Trustee Olsen asked if there was a way that something could be mailed to residents of Humboldt County. Trustee Fitzgerald asked if the library could send out a QR code that would take people to the survey.

- 7. 2024 Minimum Public Library Standards & Inter-Library Loan Agreement for Nevada: (FOR DISCUSSION AND POSSIBLE ACTION)** - Director Anderson stated that she did request a waiver for staff that are performing reference or children's services for the minimum public standards. Staff members Jayme Wells and Assistant Director Elizabeth Robinson are currently taking classes to get library certification. The other portion that Director Anderson presented was the Inter-Library Loan Agreement that states that the library will send materials to other libraries in the CoOp. Trustee Olsen moved to approve the signing of both agreements. All voted aye and the motion carried.
- 8. Short Takes for Trustees: (FOR INFORMATION ONLY)** – This item was put on hold due to so many of the trustees being absent for this meeting.
- 9. Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on December 19th, 2023, at 5:00 pm.
- 10. Public Comments:** No public comment at this time.
- 11. Adjournment.** The Board adjourned at 5:42 pm.