

Humboldt County

LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
January 16, 2024
Humboldt County Library- Meeting Room, Teleconference or Video Conference

Attendance:

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

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 5:00 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
 - a. **Minutes from December 19th, 2023, meeting:**
 - b. **Routine Expenditures for December 2023:**
 - c. **Current Budget Report for December:**

Trustee Olsen moved to approve the Consent Agenda as presented. All voted aye and the motion carried.

4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson let the board know that she had received her 15-year service award along with Martica Crutcher who received her 5-year service award from the county. Director Anderson also let the trustees know about a state grant that would provide another quiet booth for the library. Another grant that the library is working on is an author's visit with the author, Chana Stiefel. The author will be in town from May21-23, 2024. Trustee Olsen asked if this author has done anything like this before. Director Anderson stated that yes, she has done these kinds of visits before. Director Anderson told the board that it was the 50th year for Smokey the Bear so the library would be partnering with the BLM for some programming. The library is also partnering with Nevada Outdoor School for Library Lovers Month. Director Anderson stated that the Summer Learning Theme was All Adventure so the library would hopefully be doing a lot of programming with the Nevada Outdoor School this year. Trustee Olsen asked about the graph in the report and if e-media was included in the circulation stats. Director Anderson stated that no, only physical items were included in the circulation stats. Director Anderson let the board know that the librarian in Denio put her resignation letter in, so she would be going before the commissioners and asking for a waiver to the attrition policy. Trustee McComb asked if any training or degree was required to run the branch libraries. Director Anderson stated that no, it was not required to work out at the branches, or we would never be able to get anyone to work out there.
5. **Library Director Evaluation: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson signed a copy of her evaluation that Trustee Olsen had put together using all the trustee's comments and scores. The signed copy will be taken to Human Resources for Director Anderson's file. Trustee Olsen moved to approve Director Anderson review. All voted aye and the motion carried.

6. **Preliminary Library 2025 Fiscal Year Budget: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson went over the preliminary budget for 2025 fiscal year. Trustee McComb moved to approve the preliminary budget for the 2025 fiscal year. All voted aye and the motion carried.
7. **Short Takes for Trustees: (FOR INFORMATION ONLY)** - Trustees watched a short video offered through ALA.
8. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on February 20th, 2024, at 5:00 pm.
9. **Public Comments:** No public comment at this time.
10. **Adjournment.** The Board adjourned at 6:04 pm.