

Humboldt County

LIBRARY

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

Attendance:

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

Staff Present: Jessica Anderson, Elizabeth Robinson

Public Present: Lori Meter, R.J. Thaner

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 McComb called the meeting to order at 5:00 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
 - a. **Minutes from March 19th, 2024, meeting:**
 - b. **Routine Expenditures for March 2024:**
 - c. **Current Budget Report for March:**

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 discussed the booth she had set up at the Health Fair where she highlighted the library kits such as the stay sharp kits and wellness kits. She also had the Dolly Parton display up for the Imagination Station. She let the board know that this was the first time the stay sharp kits would be advertised, and that the library used the Collection Development Grant to get two sets of each kit so the library could loan out one set to the Alzheimer and Dementia friendly group for their respite days. Trustee McComb asked what was in a stay sharp kit. Director Anderson stated that they could include puzzles, books, anything that could help spark a memory. Director Anderson let the board know that National Library Week was last week and for National Library Worker Day she got the staff little personalized Bento boxes and then everyone on staff received a staff sweatshirt with the library logo on the front and the image of Nevada on the back made up of words that the staff thought represented libraries. Director Anderson talked about the Science Fair and that there were 3 different age groups, and that the turnout was great this year. Trustee Fitzgerald asked who the judges were. Director Anderson stated that there were different community members who were willing to participate. Director Anderson stated that security cameras were approved for this fiscal year and were now being ordered through I.T. for both branches, McDermit and Denio. Trustee McComb asked if they were internal and external. Director Anderson stated that yes, they were for both. Director Anderson stated that both herself and Assistant Director Robinson went to a training on dealing with difficult employees that they had signed up for over a year ago. Director Anderson let the board know that she was looking into getting Denio some help through manpower for the summer while Hannah was out on maternity leave. She needs to discuss it with HR first and see what needs to be done. McDermit is still doing their language program and going out and doing story times with head start. They are gearing up for the summer learning program and are trying some new things to try and boost participation out there.
5. **Budget Hearings Report for FY 2025: (INFORMATION ONLY)** – Director Anderson explained that everything that we requested was approved except for the part time position. The commissioners weren't approving any new positions.

Director Anderson let the board know that the two positions that were vacant were able to be filled and that Nathan Neuenschwander and Leticia Perez would be starting soon. All our items in the I.T. budget were approved as well so the library will be getting new staff computers, and additional security cameras here at the main branch. The item in the Buildings and Grounds budget for the library that was approved at a lower price than requested was power being put into the Nevada room.

- 6. Consideration, Discussion and Possible Action on Selecting the Recipient or Recipients of the Humboldt County Library Board of Trustees Memorial Scholarship: (FOR DISCUSSION AND POSSIBLE ACTION) – Trustees** each went around and named the candidates they felt were the best candidates to receive the Memorial Scholarship. Trustees discussed whether they would like to award one, two, or maybe three scholarships this year. Trustees chose to do two scholarships, each for \$1000.00. Trustee Fitzgerald moved to award Alexis Galarza and Isabelle Tolotti the Library Memorial Scholarship. All voted aye and the motion carried.
- 7. Short Takes for Trustees: (FOR INFORMATION ONLY) - Trustees** watched a short video on Library Policies, offered through ALA.
- 8. Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on May 21st, 2024, at 5:00 pm.
- 9. Public Comments:** Trustee Olsen discussed how the trustees go over the existing policies and update them individually at board meetings instead of doing day long retreats. It is a much easier and less time-consuming process.
- 10. Adjournment.** The Board adjourned at 6:05 pm.