

# Humboldt County

## LIBRARY

Humboldt County Library  
Board of Trustees  
Board Minutes  
August 20, 2024  
Humboldt County Library- Meeting Room, Teleconference or Video Conference

### Attendance:

**Board Members present:** Becca Fitzgerald, Macie Dendary, Debbie Ames  
**Staff Present:** Jessica Anderson, Elizabeth Robinson

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

1. **Call to Order:** Trustee Fitzgerald called the meeting to order at 5:15 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
  - a. **Minutes from July 23rd, 2024, meeting:**
  - b. **Routine Expenditures for July 2024:**
  - c. **Current Budget Report for July:**

Trustee Ames made a motion to approve the consent agenda as presented. All voted aye and the motion carried.

4. **Consideration and Possible Action on Reviewing and Updating the Board Bylaws: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson went through a couple basic changes that she made to the bylaws on page 13 article 3 section 1 and 3, changing the wording of co-chair to vice chair. Trustee Ames moved to approve the change of wording from co-chair to vice chair in the board bylaws, page 13 article 3 sections 1 and 3. All voted aye, and the motion carried.
5. **Consideration and Possible Action on Setting the Date and Time for Regular Trustee Meeting to be Held Each Month Until the Next Annual Meeting in July 2025: (FOR DISCUSSION AND POSSIBLE ACTION)** – Due to a conflict with one of the trustee’s schedules Director Anderson suggested moving the regular meeting to the third Wednesdays at 5:15 pm. Trustee Fitzgerald moved to change the regular board meetings to the third Wednesday of the month at 5:15 pm. All voted aye and the motion carried.
6. **DIRECTOR’S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson stated that the library was fully staffed. Victoria Silva started in McDermitt in the last week, and Karin Carrillo had started at the main branch. The Nevada Law Kiosk is set up and running, anything that the public print off this computer is free of charge. The library has a phone number to call for any service needs pertaining to the kiosk whether it be in need of ink and paper or if the kiosk needs any I.T. help. Trustee Fitzgerald asked Director Anderson to tell the trustees a little more about the program. Director Anderson stated that someone can attend a virtual trial, people can use the kiosk to find an attorney, look for legal forms, and just look up any kind of legal information. Trustee Dendary asked where the I.T. person is located out of. Director Anderson stated that they would be out of Carson City, and they can log on remotely. Director Anderson pointed out that she added a list of things that she does as the Director. Summer Learning has ended, and HCL had 354 kids sign up with 204 completing. We are still waiting for the branch stats for their SLP numbers. Director Anderson let the trustees know that we did receive a thank you letter from one of our memorial scholarship recipients and an email from the other. Director Anderson answered a question from the last meeting about the specific database, Help Now, which is a tutoring database. She included the stats in her yearly stat sheet so the trustees could see how often it was used. Trustee Fitzgerald asked what pronunciator was. Director Anderson explained that was our language database. Trustee Fitzgerald asked if it was to learn another language or if it just translates for you. Director Anderson stated that it was to learn another

language. Trustee Fitzgerald asked if there was a reason that the computer use stats had skyrocketed. Director Anderson stated that it was due to the addition of more computers and the teen space.

- 7. Consideration and Possible Action on Friends of the Denio Library Suggestion for the Denio Library Gardens: (FOR DISCUSSION AND POSSIBLE ACTION)** - Director Anderson explained that the Friends of the Denio Library suggested gating off the back of the Denio Library. They stated that they would provide the materials. Director Anderson explained that a big component of this is that the deer keep coming in and eating everything that they plant in the garden. They sent pictures of the cattle panels and possible posts. Director Anderson stated that she had talked with buildings and grounds and was informed that they will probably need different posts, and they will need to be cemented into the ground. They also informed her that in the future this fence might have to be taken down when work proceeds on the Annex building. Trustee Fitzgerald asked how far out the projected completion date of the Annex building is. Director Anderson stated that it is hopefully within her 10-year plan. Trustee Fitzgerald asked if the Friends group had someone to put up the fence or would the county send someone out to put it up. Director Anderson stated that it would be the county Building and Grounds department that went and set it up. Trustee Dendary asked other than the fence being in the way in the future were there any other cons to this project. Director Anderson stated that she didn't think so. Trustee Ames moved to approve the fenceposts and fencing to be put up at the Denio Library. All voted aye and the motion carried.
- 8. Short Takes for Trustees: (FOR INFORMATION ONLY)** – Trustees watched a short video on evaluating the library director.
- 9. Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on September 18th, 2024, at 5:15 pm.
- 10. Public Comments:** No public comment at this time.
- 11. Adjournment.** The Board adjourned at 5:55 pm.