

# Humboldt County

## LIBRARY

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

### Attendance:

**Board Members present:** Andrea Bryant, Macie Dendary, Debbie Ames, Rick McComb, Rebecca 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 Library, and Humboldt County Website.

1. **Call to Order:** Trustee Bryant called the meeting to order at 5:15 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
  - a. **Minutes from October 16th, 2024, meeting:**
  - b. **Routine Expenditures for October 2024:**
  - c. **Current Budget Report for October:**

Trustee McComb asked to pull the expenditure report down for a quick question on the number of chairs that were purchased for McDermitt. Director Anderson wasn't positive but could find the amount and get back to him. She also let him know that the funds used to purchase the chairs came from the McDermitt Tribe. Trustee Fitzgerald moved to approve the consent agenda as presented. All voted aye and the motion passed.

4. **DIRECTOR'S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson stated that there were just under 1000 participants for Trunk or Treat this year. It was a very successful program for the library. The library participated in the County costume and decorating competition, but the Building and Grounds department won this year. Both State grants came in for the Bookmobile and Collection Development. This will be the last of the SB341 allocations so next year unless there are extra funds going out, the amount the library should receive will be the normal number of allocations given out by the state. The extra funds will be used to get a new vinyl wrap on the Bookmobile which should help preserve its longevity. Director Anderson stated that She and Assistant Director Robinson would be starting to work on Bibliostat soon, which is a state statistical survey that they use for formula grants like Collection Development and Bookmobile support. Director Anderson let the board know that the library will be providing hotspots again through e-rate. E-rate will fund up to 100 hotspots, but the library will not be getting that many at one time. The book bike will be getting a dedicated hotspot, it will be considered a bookmobile annex so it will have its own e-rate funds. Director Anderson stated that power has been put into the NV room, so both library meeting spaces have power in place. Shelving in the bookmobile has been fixed by the buildings and grounds department so the shelves no longer fall, they have been locked in place.
5. **Consideration and Possible Action on Reviewing and Updating the Library General Policies: Section 3,4, & 5: Ethics Policy, Patron Behavior, Library Usage, & Computer Policy: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director updated the number for the computer policy to number 5 not number 9. She added the section for suspension of library privileges and the form for suspension of library privileges at the end of the policy manual. Trustee McComb asked if the internet came through the County at all or straight to the library from the provider. Director Anderson explained that it came through the County but that the library portion is 80% paid for by e-rate. Trustee Fitzgerald moves to approve the updated library general polices, sections 3,4, and 5. All voted aye and the motion carried.

6. **NV State Trustee Training: (FOR DISCUSSION AND POSSIBLE ACTION)** – Director Anderson read Chapter 2 of the training on The Board Member’s Responsibilities, and then the trustees did a short quiz.
7. **Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on December 18th, 2024, at 5:15 pm.
8. **Public Comments:** Trustee Dendary gave a quick shoutout to Staff member Jayme Wells. She went to Trustee Dendary’s class and did a story time and the kids absolutely loved it.
9. **Adjournment.** The Board adjourned at 5:58 pm.