

# Humboldt County

## LIBRARY

Humboldt County Library  
Board of Trustees  
Board Minutes  
February 19, 2025  
Humboldt County Library- Meeting Room, Teleconference or Video Conference

### Attendance:

**Board Members present:** Andrea Bryant, Rick McComb, Becca Fitzgerald, Debbie Ames  
**Staff Present:** Jessica Anderson, Elizabeth Robinson  
**Other County Employees:** Economic Development Department- Michelle Hammond  
**Public Present:** Troy Unger, Hailey Ballard

**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 January 15th, 2025, meeting:**
  - b. **Routine Expenditures for January 2025:**
  - c. **Current Budget Report for January:**

Trustee McComb called out the expenditure report. He asked if the amount of \$9,500.00 for Amazon was normal or high. Director Anderson stated that it was higher than normal because a good portion of the Collection Development Grant was spent using Amazon. Trustee McComb moved to approve the consent agenda as presented. All voted aye and the motion carried.

4. **Discussion and Possible Action on a Presentation from the Humboldt County Economic Development Department on the Winnemucca Mural Project and the Library as a Location for one of the Murals: (FOR DISCUSSION AND POSSIBLE ACTION)**  
Michelle Hammond from the Economic Development Department presented the Mural Project for Winnemucca and the request for the library to be one of the locations for a mural. This project is being funded by a grant with a \$25,000.00 match. The theme chosen for this project was History and Culture. There are 3 walls that face the parking lot, and they will be focusing on one wall and potentially do more on the other walls in the future. Trustee Fitzgerald made a motion to move forward with the library being a location for the Winnemucca Mural Project. All voted aye and the motion carried.
5. **Discussion and Possible Action on having the Tri - County Nevada Ghost Hunters do an After – Hours Library Ghost Hunt: (FOR DISCUSSION AND POSSIBLE ACTION)** – Local ghost hunter Troy Unger presented his request to do an after-hours ghost hunt in the library. Trustee McComb asked what kind of time frame they were looking to do the ghost hunt. Troy stated that as long as it was done on a Friday or Saturday night, he would be open to any date, except April 15<sup>th</sup> through April 30<sup>th</sup>. Director Anderson recommended that they wait until after the construction in the teen space was completed. Trustee McComb suggested waiting until May with Director Anderson stating that she would prefer it to be done before the end of the fiscal year. Trustee Fitzgerald asked if Director Anderson or Assistant Director would be hosting them after-hours. Director Anderson stated that one of our staff had already volunteered to stay after- hours. Trustee Fitzgerald moved to approve the Tri-County Nevada Ghost Hunters request to do an after-hours Ghost Hunt sometime after April. All voted aye and the motion carried.
6. **DIRECTOR’S REPORT: (FOR INFORMATION ONLY) – Information on Current Library News/updates.** – Director Anderson stated that all trustees should have received an email with her final annual review with the changes requested by the board. The library will be hosting a Safe Talk Training. This is a suicide prevention training on March 28<sup>th</sup>, here in the library

meeting room. Director Anderson stated that she did get approval for LSTA grant for the Color Your World grant. This grant will help with programming for the Summer Learning Program. Director Anderson let the trustees know that she had talked to the state and all trustees should have log ins for the trustee trainings now. If they can't find them, they can be resent but to please check their emails and see if they are there. Director Anderson stated that additional SB 341 funding came through for Collection Development and Bookmobile in the amount of \$451.00 and this is the last year for that funding. The library had a paint your partner program and our new Deputy Comptroller Weston Noyes came with his wife. It was great that he came to support library programming.

**7. Discussion and Possible Action on Reviewing and Updating the Library General Policies: Meeting Room, Notices and Exhibit Space, and Appropriate use of Library Parking Lots and Grounds Policy: (FOR DISCUSSION AND POSSIBLE ACTION)**

Director Anderson stated that the only changes she made were to add in the policy that other County entities get priority when booking because they have started to use our meeting spaces so often. Trustee McComb asked what the occupancy limit is for the meeting room. Director Anderson stated that she was waiting to hear back about that from the building department. She will add that information later. Trustee McComb asked if that would be in the general policy under #10. Director Anderson stated that yes it would be added. Trustee McComb made a motion to approve the updated policy as presented. All voted aye and the motion carried.

**8. Preliminary Library 2026 Fiscal Year Budget: (FOR DISCUSSION AND POSSIBLE ACTION) –** Director Anderson raised the special department project from \$5,000 to \$6,000. The Collection Development grant and the Bookmobile grant will be coming down because there will be no additional funding. Director Anderson is requesting a part-time position for the teen area, and she received the salary projections from the comptroller's office. Director Anderson also explained that some of the GL accounts are not at the percentage they should be at for this time of year because some of our biggest programs are not until the end of the year and we are just now starting to buy for these programs. Other lines that are low such as Travel and Training will need to be reevaluated. Director Anderson stated that the budget is due to the commissioners by March 7<sup>th</sup>. Trustee McComb made a motion to approve the preliminary Library 2026 Fiscal Year Budget as presented. All voted aye and the motion carried.

**9. NV State Trustee Training: (FOR INFORMATION ONLY) -** Director Anderson read Chapter 4 of the training on The Library Director's Job, and then the trustees did a short quiz.

**10. Future Agenda Items and Meeting Dates. Discussion and Possible Action.** The board will next meet on March 19th, 2025, at 5:15 pm.

**11. Public Comments:** No Public Comment at this time.

**12. Adjournment.** The Board adjourned at 6:31 pm.