

Humboldt County

LIBRARY

Humboldt County Library

Board of Trustees

Board Minutes

June 20, 2017

Humboldt County Library

Attendance:

Board Members present: Mary Beene, Barbara Duncan, Georgette Olsen and Susan Putnam.

Board Members absent: Dale Mentaberry.

Staff Members present: Cyndi O.

Other Attendees: None.

Meeting Notice Report: Cyndi O reported that the meeting notice had been duly posted at the Humboldt County Courthouse, Humboldt County Library, County Annex, Winnemucca City Hall, Humboldt County Website.

1. **Call to order:** The meeting was called to order by Mary Beene at 5:04 p.m.
2. **Public Comment and Discussion:** No public comment at this time.
3. **Review, discussion and possible approval of minutes from the 16 May 2017 regular meeting and the 5 June 2017 special meeting (For Discussion and Possible Action):** Barbara Duncan moved to approve the minutes as presented. All voted aye and motion carried.
4. **Review and approval of routine expenditures for April/May 2017 (For Discussion and Possible Action):** Georgette Olsen moved to accept the routine expenditures as presented. All voted aye and motion carried.
5. **Review of current budget standing (Information only):** Library Fund and Memorial Fund expenditures to date were presented and discussed.

6. **Discussion regarding Denio Library Expansion Committee update, purchase updates, outcome of commissioners meeting and budget planning for Denio Library expansion project (Information only):** Cyndi O provided an update on status of the purchasing process.
7. **Discussion and possible action authorizing the use of Memorial Fund monies to pay Rotary and Lions club membership dues for the Library Director and Assistant Director (For Discussion and Possible Action):** Board felt that Dues and Subscriptions line item within the Library Fund was the appropriate source to pay for Director and Assistant Director dues that are associated with specifically-directed job responsibilities. Upon further discussion, Board agreed to use Memorial Fund, specifying use of funds collected from the book and bag sale and not personal donations. Barbara Duncan so moved, all voted aye and motion carried.
8. **Discussion regarding continued creation and maintenance of physical library scrap books and action directing staff to continue, cease or change the format of the library scrap books (For Discussion and Possible Action):** Discussion ensued regarding the possibility of finding volunteers to continue the scrap books and Board reiterated that staff time should not be used to maintain the scrap books. No action was taken.
9. **Discussion and possible action to approve Memorial Scholarship for Christina Lopez in the amount of \$1000, contingent upon recipient's submission of proof of enrollment and class schedule (For Discussion and Possible Action):** Barbara Duncan moved to approve the Memorial Scholarship to Christina Lopez pending proof of enrollment and class schedule. All voted aye and motion carried.
10. **Discussion and possible action to vote to approve or disapprove Library Director recommendation to provide current Assistant Director with a 6% pay increase based on merit and performance in the past year (For Discussion and Possible Action):** Barbara Duncan motioned to disapprove recommended pay increase for Assistant Director based on merit and performance, pending progress on MLIS. All voted aye and motion carried.
11. **Discussion and possible action approving staff's application for 2017 Community Enrichment Grant, Cycle 1, for the sum of \$3000, from the Nevada State Library, Archives and Public Records (For Discussion and Possible Action):** Georgette Olsen moved to approve staff's grant application as presented. All voted aye and motion carried.
12. **Future Board Meetings:** The next library board meeting will be 2017 August 8 at 5:00 p.m.
13. **Public Comments:** No public comment at this time.
14. **Adjournment:** The Board adjourned at 6:25 p.m.

Respectfully Submitted