

Humboldt County

LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
June 11, 2019
Nevada Room

Attendance:

Board Members present: Georgette Olsen, Rick McComb, Mary Agnes Boni, and Susan Putnam

Board Members absent: Lesley Haas

Staff Members present: Jessica Anderson

Legal Counsel present: Wendy Maddox

Other: Abel del Real-Nava, Humboldt County Assistant County Manager/Human Resources Director

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

1. **Call to order:** The meeting was called to order at 6:01 pm
2. **Public Comment and Discussion:** There was no public comment at this time.
3. **Consent Agenda: Any items appearing on the consent agenda can be pulled down and discussed in detail (for possible action):** Trustee McComb motioned to bring the consent items down for discussion. Motion carried.
 - a. **Minutes from May 14, 2019 meeting:** Trustee Putnam made a motion to table approval until minutes are corrected and expanded upon in the discussion of the proposed Library Board Policy manual. Motion carried.
 - b. **Budget Report:** Trustee Olsen motioned to approve after some discussion and clarification about budget line items. Motion carried.
 - c. **Routine Expenditures for May 9, 2019 – June 5, 2019:** Trustee Boni motioned to approve after some discussion and clarification about expenditures. Motion carried.

- 4. Discussion on the Director's Report for the month of June. Information Only:**
Discussion of the Library's first annual Science Fair, our participation in the Edge Library Assessment, meeting with the State Library on LSTA grants from the 2019 fiscal year, upcoming NLA conference, and the Reading Coalition's first meeting and work on installing Little Libraries.
- 5. Discussion of the applications received so far from the county's applicant tracking system for the position of Library Director. For information only:** H.R. Manager Abel del Real-Nava reported that the applicant tracking website had two applicants submit an application, with the window closing in a few weeks.
- 6. Discussion and Possible Action on changes made to the proposed Library Board of Trustees Policy Manual and adopting it:** Discussion on the policies that were not applicable to the Board, the more general policies that were removed and minor changes and clarifying language added to the policies regarding the gift fund, friends of the library, and investigation into misconduct of the library director.
- 7. Information on the Inventory of the Humboldt County Library System's collection. For Information Only:** Interim Director Jessica Anderson reported on the numbers of items missing from the collection after the library systems first complete inventory. Starting from a perceived collection of ~73,000 and ending up with an actual collection of just over 46,000 with 24,000 items having gone missing from the collection since it was digitized.
- 8. Consideration, Discussion and Possible Approval on the list of possible topics/ideas for library advocacy, trainings, or programs including, but not limited to:**
 - a. The formation of a Reading Coalition in Humboldt County, and information from the May 30th lunch meeting, including Pop-up story time with the Chamber and at the Farmers Market, and Little Libraries
 - b. Offering Age and Dementia Friendly training to staff
 - c. Parade/event participation: Basque Parade with the Bookmobile
- 9. Future agenda items and meeting dates:** The Board will next meet on July 16th at 5pm.
- 10. Public Comments:**
- 11. Adjournment.** The Board adjourned at 7:51 pm

Respectfully Submitted