

Humboldt County

LIBRARY

Humboldt County Library
Board of Trustees
Board Minutes
February 25, 2020
Humboldt County Library- Nevada Room

Attendance:

Board Members present: Georgette Olsen, Rick McComb, Lesley Haas

Board Members Absent: Mary Agnes Boni and Andrea Fetterly

Staff Present: Jessica Anderson, Elizabeth Robinson

Legal Counsel present: Wendy Maddox

Other: Gabrielle Carr

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 5:05 pm.
2. **Public Comments:** No public comment at this time.
3. **Consent Agenda:**
 - a. **Minutes from January 14th, 2020 meeting:** Trustee Olsen motioned to approve the minutes from January 14th. All voted aye and the motion carried
 - b. **Budget Reports:** Trustee McComb had questions on why the library was over budget in travel to training and automation line items. Trustee McComb motioned to approve the budget reports for January. All voted aye and the motion carried.
 - c. **Routine Expenditures for January 1, 2020 - January 31st, 2020:** Trustee Olsen motioned to approve the routine expenditures for January. All voted aye and the motion carried.
4. **Consideration, Discussion and Possible Action on the approval of the Director's Report for the month of January. Discussion and possible action** Introduction of new Assistant Library Director Elizabeth Robinson. Discussion on asking the Commissioners to waive attrition policy for Library Assistant position. Trustee Olsen motioned to approve. All voted aye and the motion carried.
5. **Information on the Library items presented at the Commissioners January 21st, 2020 retreat and February 3rd, 2020 meeting. Information only.** Director Anderson presented her PowerPoint presentation to Commissioners at the retreat, and asked for a reinstatement of the position for Assistant Library Director, which was approved. During the February 3rd meeting the Commissioners approved the Library Director Misconduct Investigation Policy.
6. **Discussion, Consideration and Possible Action to approve the use of a portion of the library garage area for a county fitness area for use by county employees. For Discussion and Possible Action.** Gabrielle Carr, representing the County Wellness Committee, was present to discuss approaching Commissioners about conditional approval for using the library garage as a possible fitness area for county employees. Trustee McComb had concerns about liability issues with no security cameras in place in garage area. Trustee Haas had concerns about patron parking being taken during the day if

all available parking was used by employees for the fitness area. Trustee McComb motioned to approve approaching Commissioners contingent on security issues and other concerns being addressed. All voted aye and the motion carried.

- 7. Information only, Update on the Denio Library Annex repairs from Michael Clay Construction.** Discussion on John Dill from Michael Clay Construction going to Denio on Saturday, February 22nd, 2020 to look at the Annex building and surrounding grounds. He informed Assistant Director Robinson that he would have a crew out to Denio within two weeks to start work on the outside of the building.
- 8. Discussion and Possible Action on approving the draft for the 2021 Budget. For Discussion and Possible Action.** Director Anderson informed the board that final budget had to be in no later than March 16, 2020. Discussion on current position and significant difference in salary line item for upcoming budget year. Trustee Olsen had questions about Travel to Training and Postage line items. Wendy Maddox made suggestion to have Andre Rose back to talk to the board since there are new members. Trustee McComb motioned to approve budget. All voted aye and the motion carried.
- 9. Discussion and Possible Action on Annual Evaluation of the Library Director. For Discussion and Possible Action.** Trustee McComb expressed to the board that he hadn't yet seen staff evaluations for Director Anderson. Trustee Haas made a motion to table evaluation until March meeting when all board members are present. All voted aye and the motion carried.
- 10. Future Agenda Items and Meeting Dates. For Discussion and Possible Action.** The Board will next meet on March 17th, 2020 at 5pm.
- 11. Public Comments:** Director Anderson discussed that Elizabeth Robinson, the new Assistant Library Director, has signed up for Library Certification classes through University of Idaho because the UNR Library Certification program has been put on hiatus. Trustee Haas made a comment about how her family is enjoying the new STEAM kits the library has recently put into circulation.
- 12. Adjournment.** The Board adjourned at 6:51 pm.