Minutes

of the Meeting of the

Churchill County Library Board

April 25, 2013

The Churchill County Library Board held a public meeting on April 25, 2013 beginning at 3:23 p.m. at the Churchill County Library Annex, 507 South Maine Street Fallon, Nevada.

REGULAR AGENDA ITEMS

Call to Order

Chairman Zip Upham called the meeting to order at 3:23 p.m.

The certificate of posting was noted.

Public comment

None.

Roll Call

Present were Trustees Zip Upham, Kim Farnham and Ann Rapp. Also present were Library Director Carol Lloyd, Craig Mingay from the District Attorney's office, Foundation members Mary Louse Erb and Marilyn Hedges-Hiller, and County Commissioner Bus Scharmann.

Absent: Trustees Dottie Brown and Rebecca Taylor.

Review and adoption of agenda

A motion was made by Kim Farnham to approve the agenda. Second: Ann Rapp. All in favor.

Review and adoption of the minutes

A motion was made by Ann Rapp to approve the minutes of the Library Board meeting on March 28, 2013. Second: Kim Farnham. All in favor.

Review and adoption of Library Building Fund and Gift Funds

Kim Farnham moved to approve the Library Building Fund and Gift Fund reports as presented. Second: Zip Upham. All in favor.

Library Board of Trustees 'Report

Kim Farnham is going to the Maker Faire in the Bay Area in May and will give a report on technology at the next Board meeting.

Library Director 's Report

Carol Lloyd presented the proposed Library budget for next year. The salary and employee benefits amounts are down from last year due to retirements. The transfer to the Building Fund is at the Board's request. There is \$35,000 proposed which includes a new phone system, color copies, website development, network assessment and computers. There is also \$80,000 from the F.N. Morgan Trust in the proposal. Carol is working on a recommendation for how these funds might be used.

Carol had a discovery meeting with CC Communications on the website. There is a skeleton ready now which the Board looked at in the meeting. The website will have its own URL, churchillcountylibrary.org, and search engines will no longer direct users to the County's website. Carol wants to include new services for patrons when the website is launched, including downloadable independent films, tutorials about the Library, downloadable e-books, audiobooks, and magazines. There is a service called OneClick Digital which bundles digital CD's with downloadable copies. The CD's can either be checked out or downloaded. The cost of this is around \$12,000 annually. Carol is also looking into a service called Overdrive for downloadable e-books which would be accessible through the website. There is a cost of \$24,000 which would be spread out over four years.

NRS includes library requirements. The Library currently is not in compliance with reclassification of full time staff. Carol has requested a waiver from the Nevada State Library and Archive and is working toward getting staff in compliance.

Carol's proposed vacation dates are from September 19 through October 1.

There were two grants the Library applied for which were not awarded.

Carol received a note thanking the Library for the food donated in the recent food drive, and a letter from a patron thanking the Library for its services.

Carol spoke at the Lahontan Garden Club and New Frontiers Rehabilitation Center about the Library.

Carol and Diane Wargo went to the Carson City Library to see what they have done with an LSTA grant. They used this grant to fund a business center, RFID, and to buy iPads for use with the local Boys & Girls Clubs. She is determining if it is possible to implement a similar program at Churchill County Library. Carol is putting together a workshop to consult on what to do with the available space the Library has now.

Set date and time of regular/special Library Board meetings

The next regular meeting is scheduled for Thursday, May 23, 2013 at 3:15 pm at the Library Annex at 507 South Maine Street.

Public Co	mment:
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None.

OLD BUSINESS

Review and adoption of library marketing and publicity

Ann Rapp suggested we have a table at the next Home & Garden show with applications for library cards and other materials. Ann and Kim Farnham will sit at the table that weekend. Zip Upham suggested talking to the Churchill County Coalition, a group of social services organizations. Carol will have the Community Calendar on the website.

NEW BUSINESS

Review and adoption of monthly financial report

As of 04/05/13, 75% of the year has elapsed and the Library has spent 69% of the budget.

A motion to accept the budget was made by Kim Farnham. Second: Zip Upham. All in favor.

Review of monthly circulation reports

The March 2013 circulation numbers are down from March 2012 due to the new method of scanning audio books.

Wireless usage for the month of March was 111 hours. There were 11 users.

PC reservation usage for March was 1,282 users.

Public comment

None.

Miscellaneous

None.

The meeting was adjourned at 4:24 p.m.

Respectfully Submitted,

Kim Farnham, Board Member and Secretary