

Minutes
of the Meeting of the
Churchill County Library Board
October 24, 2013

The Churchill County Library Board held a public meeting on October 24, 2013 beginning at 3:29 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 3:29 p.m.

The certificate of posting was noted.

Roll Call

Present were Trustees Zip Upham, Kim Farnham, and Ann Rapp . Also present were Library Director Carol Lloyd, Technical Services Librarian Brenda Owens, Wade Carner from the District Attorney's office, Foundation members MaryLouise Erb and Marilyn Hedges-Hiller.

Absent: Trustees Rebecca Taylor and Dottie Brown.

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 September 26, 2013. Second: Zip Upham. All in favor.

Review and adoption of library building fund and gift fund

A motion was made by Kim Farnham to approve the Library Building Fund and Gift Fund reports as presented. Second: Ann Rapp. All in favor.

Library Board of Trustees' Report

Ann Rapp gave a report on the sessions she attended at the NLA Conference in Reno on October 17.

Library Director's Report

Carol thanked the Board and Foundation members who attended the NLA conference. Brenda Owens is the Northwest District Chair for the NLA.

Trustee training should be taking place soon. There will be 6 modules of 45 minutes each. Each Trustee will be assigned one module and the content will be discussed at the next meeting.

The County Commissioners are voting on whether to furlough Library staff. If approved the furlough will take place from January 1 to June 30, 2014. It is expected at this time that there will be further reduction of hours in FY 2014-2015

Children's Librarian Christine Boyle is leaving October 30 and she will be replaced by Jess MacDiarmid who currently serves as a Library Page. Jess will start on October 31.

There are issues with loitering and disruption by middle school students and some adults at the Library. The Fallon Police Department, the Juvenile Probation Office, and Churchill County Facilities are working with Carol. The Library is taking steps to deal with the issues including removing the free telephone in the library, blocking off the entrance to the Library parking lot from 2:45-3:45 to discourage parents from driving through to pick up their kids, and closing the restrooms during that same hour. The Internet computers will be moved out of their current location so they will be more visible to the Staff.

Set date and time of regular/special Library Board meetings

The next regular meeting is scheduled for Thursday, November 21, 2013 at 3:00 pm at the Library Annex at 507 South Maine Street.

Public Comment:

None.

OLD BUSINESS

Review and adoption of library marketing and publicity

Steve Ranson from the Lahontan Valley News has asked to receive Library news at the beginning of each month.

Discussion and possible action for a non-reciprocal county fee policy

Carol presented a revised Operating Procedures Policy. A motion was made by Kim Farnham to approve the revised Procedures as presented without the non-reciprocal county fee language. Second: Ann Rapp. All in favor. Zip Upham made a motion to table the non-reciprocal county fee discussion to the next Board meeting. Second: Ann Rapp. All in favor.

Library Director Evaluation

The due date for the Library Director evaluations to be turned in to Geof Stark has been extended to November 1. They will be discussed at the next Board meeting.

NEW BUSINESS

Review and adoption of monthly financial report

As of 10/03/13, 25% of the fiscal year has elapsed and 21% of the budget has been spent. A motion to accept the budget was made by Kim Farnham. Second: Ann Rapp. All in favor.

Review of monthly circulation reports

Wireless usage for the month of September was 184 hours. There were 12 users.

PC reservation usage for August was 1,493 users.

Review Food For Fines to benefit Out of Egypt Food Pantry

From November 11 through December 6, library patrons will be able to donate a can of food to pay each outstanding fine they have. A motion was made by Ann Rapp for the Library to donate the collected food to the Out of Egypt Food Pantry. Second: Kim Farnham. All in Favor.

Public comment

MaryLouse Erb would like to continue to receive a Library Board Meeting agenda . Carol said that would not be a problem.

The meeting was adjourned at 4:37 p.m.

Respectfully Submitted,

Kim Farnham, Board Member and Secretary