

**Minutes**  
**of the Meeting of the**  
**Churchill County Library Board**  
**November 21, 2013**

The Churchill County Library Board held a public meeting on November 21, 2013 beginning at 3:19 p.m. at the Churchill County Library Annex, 507 South Maine Street, Fallon, Nevada.

**REGULAR AGENDA ITEMS**

**Call to Order**

Following a tour of the Library, Chairman Zip Upham called the meeting to order at 3:19 p.m.

The certificate of posting was noted.

**Roll Call**

Present were Trustees Zip Upham, Kim Farnham, Dottie Brown, Rebecca Taylor and Ann Rapp. Also present were Library Director Carol Lloyd, Wade Carner from the District Attorney's office, Association member Marilyn Hedges-Hiller and County Commissioner Bus Scharmann.

**Review and adoption of agenda**

A motion was made by Ann Rapp to approve the agenda. Second: Kim Farnham. 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 October 24, 2013. Second: Kim Farnham. All in favor.

**Review and adoption of library building fund and gift fund**

It was noted that the \$25,000 of "seed money" which was moved out of the Foundation back to the County was not reflected in the Gift Fund total. It will be included next month. A motion was made by Kim Farnham to approve the Library Building Fund and Gift Fund reports as presented. Second: Rebecca Taylor. All in favor.

**Library Board of Trustees' Report**

None.

## **Library Director's Report**

Carol mentioned the 2013 Kids Count Data Book report from the Anne E. Casey Foundation which discusses the importance of literacy. Carol is working with the Children's Librarian on literacy among our community's children. Carol is still waiting for the State Library regarding Trustee training.

## **Set date and time of regular/special Library Board meetings**

The next regular meeting is scheduled for Thursday, December 19, 2013 at 3:00 pm at the Library Annex at 507 South Maine Street.

## **Public Comment:**

None.

## **OLD BUSINESS**

### **Library Director Evaluation**

Human Resources Director Geof Stark presented a summary of the Board members' evaluations of Carol Lloyd. A motion was made by Kim Farnham to accept the summary as presented. Second: Dottie Brown. All in favor. Geof will go over specifics of the evaluations with Carol when he gives her the final evaluation

### **Review and adoption of library marketing and publicity**

Carol reported the Food for Fines program benefiting Out of Egypt Food Pantry is going well. It continues until mid-December.

Carol has spoken to several community organizations. She wants to see what the schools have currently and find out how the Library can supplement this. The meeting hasn't happened yet.

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

Carol presented a revised Operating Procedures Policy which included a revision to the non-reciprocal county fee language, requiring a Library card fee of \$25 for an individual and \$35 for a family. A motion was made by Dottie Brown to accept this fee. Second: Kim Farnham. All in favor.

## **NEW BUSINESS**

### **Review and adoption of monthly financial report**

As of 11/05/13, 33% of the fiscal year has elapsed and 28% of the budget has been spent. A motion to accept the budget was made by Kim Farnham. Second: Dottie Brown. All in favor.

### **Review of monthly circulation reports**

Wireless usage for the month of October was 177 hours. There were 12 users.

PC reservation usage for October was 1,386 users.

### **Repurpose current building in lieu of new building**

A motion was made by Dottie Brown to abandon the original idea of a new library building in favor of repurposing the current library building. Second: Kim Farnham. All in favor.

### **Reduce loan period**

A motion was made by Ann Rapp to table discussion of reducing the loan period to the next Board meeting. Second: Rebecca Taylor. All in favor.

### **Closing the Library early on Tuesday, December 24 and Tuesday, December 31**

A motion was made by Ann Rapp to approve closure of the Library at 3:00 pm on Tuesday, December 24 and Tuesday, December 31. Second: Dottie Brown. All in favor.

### **Public comment**

None.

***The meeting was adjourned at 4:44 p.m.***

Respectfully Submitted,

Kim Farnham, Board Member and Secretary