

**Minutes**  
**of the Meeting of the**  
**Churchill County Library Board**  
**February 27, 2014**

The Churchill County Library Board held a public meeting on February 27, 2014 beginning at 3:00 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 3:00 p.m.

**Roll Call**

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

Absent: Trustee Kim Farnham

**Review and adoption of agenda**

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

**Review and adoption of the minutes**

A motion was made by Dottie Brown to approve the minutes of the Library Board meeting on January 23, 2014. Second: Ann Rapp. All in favor.

**Review and adoption of Library Building Fund and Gift Fund**

A motion was made by Ann Rapp to approve the Library Building and Gift Fund reports as presented. Second: Dottie Brown. All in Favor.

**Library Board of Trustees' Report**

None

## **Library Director's Report**

Carol Lloyd reported the American Library Association's conference will be held in Las Vegas, Nevada 27 June. The Library is looking to replace the software on the existing computers as the current XP application is no longer being supported.

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

A Special Board of Trustees meeting to consider the selection of an architect to accomplish the repurposing of the Library will be held on April 7, 2014 at the Library Annex 507 South Maine Street at 3:00 p.m..

The next regular meeting is scheduled for Thursday, 27 March 2014 at 3:00 p.m. at the Library Annex at 507 South Maine Street.

### **Public Comment**

Chairman Zip Upham read a letter from Mr. & Ms. Jim Starr of Fallon, Nevada endorsing Hansen Design as a possible choice to be considered by the Library Board for the Library repurposing project.

### **Old Business**

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

Spring Basket Silent Auction will be held beginning Monday, 10 March through Monday, 10 April.

Teddy Bear Tea Week will begin Monday, March 31 through Saturday 5 April.

Carol Lloyd will provide a monthly article on the Library in the Lahontan Valley News..

#### **Consideration and possible action on the Strategic Plan**

Discussion of the Strategic Plan was held. A motion was made by Dottie Brown to accept the Strategic Plan as presented. Second: Rebecca Taylor. All in favor.

### **Consideration and possible action relating to building repurpose project**

There have been three responses to the "Request for Qualification" letter sent to thirteen architects. An oral presentation will be presented in the Churchill County Commissioners chambers on 2 April 2014 from 9:00 a.m. to 12:00 a.m. A motion was made by Dottie Brown that Zip Upham become a member of the Review Board to oversee the construction. Second: Ann Rapp. All in favor.

### **New Business**

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

As of 12/13/14 58% of the fiscal year has elapsed and 49% of the budget has been spent. A motion to accept the budget was made by Ann Rapp. Second: Dottie Brown. All in favor.

#### **Discussion and action to approve expenditures from Freeman and Norma Morgan Trust Fund**

Discussion was held to approve \$5,000.00 to purchase updated science books for the Children's Collection. A motion was made by Ann Rapp to approve the expenditure for update children s science books. Second: Dottie Brown. All in favor.

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

Wireless usage for the month of January was 13,355 hours.

PC reservation usage for January was 1,539 hours.

A motion was made by Dottie Brown to approve the circulation numbers as presented. Second: Ann Rapp. All in favor.

#### **Consideration and action to approve schedule LSTA funded training**

Discussion was held about LSTA training for Library Trustees. Training will be available through January 2015. Zip Upham made a motion that the Trustees take part in the training. Second: Rebecca Taylor. All in favor. Trustees will watch Module One and a discussion will be held at the 27 March meeting.

**Consideration and possible action to approve Minimum Public Library Standards for Nevada**

Discussion was held concerning the eleven standards set forth by the Nevada State Library and Archives. Ten of the eleven are currently met by the Churchill County Library. A waiver will be requested for one standard until that certification can be met.

**Public Comment**

None

The meeting was adjourned at 4:23 p.m.

Respectfully Submitted,

Ann Rapp, Board Member acting for Kim Farnham, Board Secretary