

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

The Churchill County Library Board held a public meeting on March 27, 2014 beginning at 3:02 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 3:02 p.m.

The certificate of posting was noted.

**Roll Call**

Present were Trustees Zip Upham, Kim Farnham, Dottie Brown, Ann Rapp and Rebecca Taylor. Also present were Library Director Carol Lloyd, County Commissioner Bus Scharmann, Deputy District Attorney Wade Carner, Association member Marilyn Hedges-Hiller, and Technical Services Librarian Brenda Owens.

**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**

Dottie Brown requested two changes to the February minutes. Under "Old Business," the Spring Basket Silent Auction runs through April 10, 2014 instead of April 7, 2014. Under "New Business," where "Children's Library" is mentioned in the second paragraph, it should say "Children's Collection." A motion was made by Kim Farnham to approve the minutes of the Library Board meeting on February 27, 2014 with the above changes. Second: Dottie Brown. All in favor.

**Presentation: Day in the Life of a Librarian**

Brenda Owens gave an informative presentation on her daily duties.

**Trustee Training**

The "Trustee Basics, Part I" training course from ALTAFF was discussed. "Trustee Basics, Part II" will be discussed at the Board Meeting on April 24.

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

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

### **Library Board of Trustees' Report**

None.

### **Library Director's Report**

Carol attended the PLA conference in Indianapolis in March.

There will be two new line items added during the next budget cycle: one showing funds received from the Churchill Library Association and one showing funds received from Friends of the Library. Activity in these accounts will be reflected in the monthly budget report.

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

There will be an informational workshop at 9:00 am on Wednesday, April 2 at the Churchill County Commission Chambers, 155 North Taylor Street for presentation of proposals/oral interviews by architects for the Repurpose Project.

There will be a special Library Board meeting at 3:00 pm on Monday, April 7 at the Library Annex at 507 South Maine Street to review the recommendation presented by the Review Team.

The next regular meeting is scheduled for Thursday, April 24, 2014 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**

Carol's column in the Lahontan Valley News has begun.

#### **Discussion and possible action to approve items related to the building repurpose project**

RFP's are due from architectural firms by March 27 at 4:00 pm.

## **NEW BUSINESS**

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

As of 02/28/14, 67% of the fiscal year has elapsed and 65% of the budget has been spent. A motion to accept the budget was made by Ann Rapp. Second: Kim Farnham. All in favor.

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

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

### **Public comment**

None.

***The meeting was adjourned at 4:03 p.m.***

Respectfully Submitted,

Kim Farnham, Board Member and Secretary