

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the June 22, 2017 Meeting

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A regular meeting of the Carson City Library Board of Trustees was scheduled for 5:30 p.m. on Thursday, June 22, 2017 in the Community Center Sierra Room, 851 East William Street, Carson City Nevada.

PRESENT: Chairperson Jeremey Hays
Vice Chairperson Dianne Solinger
Trustee John Liveratti
Trustee Amanda Long
Trustee Phyllis Patton

STAFF: Diane Baker, Department Business Manager
Iris Yowell, Deputy District Attorney
Tamar Warren, Deputy Clerk

NOTE: A recording of these proceedings, the Library Board's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours. For minutes and audio recordings of this Board's meetings, please visit www.carson.org/minutes.

I. CALL TO ORDER - ROLL CALL

(5:34:08) – Chairperson Hays called the meeting to order at 5:34 p.m. Roll was called and a quorum was present.

II. PUBLIC COMMENT

(5:34:28) – Chairperson Hays entertained public comment; however, none were forthcoming.

III. FOR POSSIBLE ACTION: APPROVAL OF MINUTES OF PREVIOUS MEETING

a. APPROVAL OF MINUTES OF THE MAY 25, 2017 REGULAR MEETING

(5:34:48) – Chairperson Hays introduced the item. There were no changes or corrections to the minutes. **Trustee Liveratti moved to approve the May 25, 2017 meeting minutes. Trustee Long seconded the motion. Motion carried 5-0-0.**

IV. INFORMATION ONLY - FRIENDS OF THE CARSON CITY LIBRARY REPORT

a. FRIENDS OF THE CARSON CITY LIBRARY REPORT

(5:35:48) – Chairperson Hays introduced this item, and Trustee Patton referenced the report which is incorporated into the record. She also announced the July 4, 2017 food truck event in the Library parking lot, and the August 6, 2017 Reno Aces baseball game fundraiser.

INFORMATION ONLY - YOUTH LIAISON REPORT

(5:36:42) – Ms. Baker noted that the Youth Liaison was not present to provide a report.

V. FOR POSSIBLE ACTION – LIBRARY BOARD OF TRUSTEES BUSINESS

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V.a. TO INTRODUCE THE EDGE INITIATIVE – A STRATEGIC PLANNING RESOURCE FOR PUBLIC LIBRARIES.

(5:36:49) – Chairperson Hays introduced the item. Ms. Baker presented the agenda materials, incorporated into the record, with accompanying slides and responded to clarifying question. Trustee Patton believed that the program will “give you all kinds of information that you can use in so many different ways”. There were no additional trustee or public comments.

VI. INFORMATION ONLY - LIBRARY DIRECTOR REPRESENTATIVE ADMINISTRATIVE REPORTS

VI.a INFORMATION ONLY - LIBRARY DIRECTOR ADMINISTRATIVE REPORTS REPORT CONCERNING THE CONDITION OF THE CITY FY BUDGET (101), GIFT FUND (230) AND GRANT FUNDS (275).

(5:48:50) – Chairperson Hays introduced the item. Ms. Baker reviewed the budget report, the Gift Fund, and the Grant Funds, all of which are incorporated into the record. There were no trustee or public comments.

VI.b INFORMATION ONLY - LIBRARY DIRECTOR ADMINISTRATIVE REPORTS. REPORT CONCERNING ACTIVITIES AND OPERATIONS OF LIBRARY SINCE LAST REPORT.

(5:53:01) – Ms. Baker presented the Director’s Report enclosed in the agenda materials, with accompanying slides, and responded to clarifying questions. She also announced the resignation of Librarian Aubrey White, adding that recruitment efforts were already underway. Ms. Baker stated that Library Director Sena Loyd, Creative Learning Manager Natalie Wood, and a representative from the Carson City School District were at the American Library Association conference to present on the collaborative effort between the Library and the School District at the Digitorium. Chairperson Hays received clarification about the two bills that had died: SB115 and SB143, regarding carrying firearms. Ms. Baker also noted that SB549, a \$540,000 appropriation to the Division of State Library, Archives and Public Records of the Department of Administration for certain projects, services and technology, had passed. There were no public comments.

VII. INFORMATION ONLY – OTHER ADMINISTRATIVE REPORTS

VII.a INFORMATION ONLY - COLLECTION DEVELOPMENT UPDATE AND ACTIVITIES SINCE LAST REPORT.

(5:56:59) – Amy Lauder, Collection Development Manager, presented her report which is also incorporated into the record. There were no public comments.

VII.b INFORMATION ONLY – GRANTS ADMINISTRATION UPDATE AND ACTIVITIES SINCE LAST REPORT.

(5:59:59) – Diane Baker, Department Business Manager, reviewed the report enclosed in the agenda materials, and highlighted the Mobile Makerspace activities. There were no public comments.

VII.c INFORMATION ONLY – ACCESS SERVICES UPDATE AND ACTIVITIES SINCE LAST REPORT.

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(6:03:50) – Access Services Manager Kathy Rush presented the Access Services report which is incorporated into the record. Ms. Rush clarified that the Book Bug only fits around 30 books which are customized for each event. Discussion ensued regarding a “public facing schedule” for the Book Bug and Ms. Baker offered to inform the Board at a later date. There were no public comments.

VII.d INFORMATION ONLY – OTHER ADMINISTRATIVE REPORTS CREATIVE LEARNING UPDATE AND ACTIVITIES SINCE LAST REPORT.

(6:09:31) – Ms. Baker referenced a report by Creative Learning Manager Natalie Wood, incorporated into the record, who was out of town on Library business with Director Loyd.

VIII. INFORMATION ONLY – BOARD MEMBERS’ ANNOUNCEMENTS & REQUEST FOR INFORMATION.

(6:11:21) – Chairperson Hays entertained Trustee announcements. Trustee Liveratti stated that he would be unable to attend the July meeting. He also inquired about a previous public comment regarding loss of books and requested that it be agendized for August. Trustee Long indicated that she would be unable to attend the July meeting as well.

IX. PUBLIC COMMENT

(6:13:26) – Chairperson Hays entertained public comments; however none were forthcoming.

X. FOR POSSIBLE ACTION – ADJOURNMENT

(6:13:36) – **Trustee Patton moved to adjourn the meeting.** Chairperson Hays adjourned the meeting at 6:13 p.m.

The Minutes of the June 22, 2017 Carson City Library Board of Trustees meeting are so approved this 24th day of August, 2017.

JEREMEY HAYS, Chair