

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)
Minutes of the September 23, 2021 Regular Meeting
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A regular meeting of the Carson City Library Board of Trustees was scheduled for 5:15 p.m. on Thursday, September 23, 2021 in the Community Center Robert “Bob” Crowell Board Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Julie Balderson
Vice Chair Nicholas Cranston
Trustee Beth Lucas
Trustee Elizabeth Markle

STAFF: Tod Colegrove, Library Director
Ermal Reinhart, Access Services Manager
Jason Woodbury, District Attorney
Danielle Howard, Public Meetings 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 Public Meetings 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

(5:22:17) – Chairperson Balderson called the meeting to order at 5:22 p.m. Roll was called; a quorum was present. Trustee Nichols was absent during this meeting.

II. PUBLIC COMMENT

(5:23:02) – Chairperson Balderson entertained public comments; however, none were forthcoming.

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

III.a FOR POSSIBLE ACTION – APPROVAL OF MINUTES OF PREVIOUS MEETING (AUGUST 26, 2021).

(5:23:23) – Chairperson Balderson introduced the item and entertained comments and/or a motion.

(5:24:03) – MOTION: Trustee Markle moved to approve the August 26, 2021 meeting minutes as presented. Trustee Lucas seconded the motion. The motion carried 4-0-0.

IV. FOR POSSIBLE ACTION – LIBRARY BOARD OF TRUSTEES BUSINESS

IV.a FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE CARSON CITY LIBRARY CALENDAR 2021 WITH HOLIDAY AND STAFF DEVELOPMENT CLOSURES.

(5:24:17) – Chairperson Balderson introduced the item. Dr. Colegrove referenced the proposed 2021 Carson City Library Calendar, which is incorporated into the record, and he and Mr. Reinhart responded to clarifying questions.

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(5:33:24) – MOTION: Vice Chairperson Cranston moved to accept the closure for [Staff Development] on October 1, 2021. Trustee Lucas seconded the motion. The motion carried 4-0-0.

V. INFORMATION ONLY – LIBRARY DIRECTOR REPRESENTATIVE ADMINISTRATIVE REPORTS

V.a INFORMATION ONLY – PRESENTATION, DISCUSSION AND UPDATE ON ACCESS SERVICES ACTIVITIES SINCE THE PRESENTATION OF THE LAST REPORT, TO PROVIDE INFORMATION CONCERNING THE CATALOGING AND PROCESSING OF ALL PHYSICAL RESOURCES IN THE LIBRARY AND THE CIRCULATION OF RESOURCES (CHECK IN AND OUT)

(6:21:40) – Mr. Reinhart referenced his report, which is incorporated into the record, and responded to clarifying questions.

V.b INFORMATION ONLY – PRESENTATION AND DISCUSSION OF A REPORT CONCERNING CONDITION OF THE CITY FY BUDGET (101), GIFT FUND (230), AND GRANT FUNDS (275).

Please refer to the agenda materials for this item.

V.c INFORMATION ONLY – PRESENTATION AND DISCUSSION OF A REPORT CONCERNING ACTIVITIES AND OPERATIONS OF THE LIBRARY SINCE THE PRESENTATION OF THE LAST REPORT.

(5:33:42) – Chairperson Balderson introduced the item. Dr. Colegrove presented his report, which is incorporated into the record, and responded to clarifying questions.

VI. INFORMATION ONLY – OTHER ADMINISTRATIVE REPORTS

(6:29:41) – Chairperson Balderson entertained other administrative reports, and Dr. Colegrove noted that the item was unintentionally agendized.

VII. INFORMATION ONLY – BOARD MEMBERS' ANNOUNCEMENTS & REQUEST FOR INFORMATION.

(6:30:14) – Chairperson Balderson entertained Trustee announcements and requests for information; however, none were forthcoming.

VIII. PUBLIC COMMENT

(6:30:37) – Chairperson Balderson entertained public comments; however, none were forthcoming.

IX. FOR POSSIBLE ACTION – ADJOURNMENT

(6:31:06) – Chairperson Balderson adjourned the meeting at 6:31 p.m.

The Minutes of the September 23, 2021 Carson City Library Board of Trustees meeting are so approved this 28th day of October 2021.