

**CARSON CITY CONSOLIDATED MUNICIPALITY  
NOTICE OF MEETING OF THE  
LIBRARY BOARD OF TRUSTEES**

**Day:** Thursday  
**Date:** March 24, 2022  
**Time:** Beginning at 5:30 pm  
**Location:** Community Center, Robert 'Bob' Crowell Board Room  
851 East William Street  
Carson City, Nevada

**AGENDA**

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Members of the public who wish to provide live public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda by dialing the numbers listed below. Public comment will be limited to three minutes per person. Please do NOT join by phone if you do not wish to make public comment.

Join by phone:

Phone Number: +1-408-418-9388

Meeting Number: 2497 237 4044

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Carson City Library Administrative office at 900 N. Roop St., Carson City, NV, 89701, or by calling 775.887.2244, ext. 7554 at least 24 hours in advance.

Agenda Management Notice: Below is an agenda of all items scheduled to be considered. Notice is hereby provided that items on the agenda may be taken out of order, two or more agenda items may be combined for consideration and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

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**I. Call to Order - Roll Call**

**II. Public Comment**

Members of the public who wish to address the Library Board of Trustees may come forward and speak on any topic that is relevant to or within the authority of the Library Board. The Board respects the right of citizens to present differing opinions and views. Comments may be limited to three minutes per person. If you believe your item requires extended discussion or action, you may ask a member of the Board to place it on the Board's agenda for a future meeting. No action may be taken on a matter raised under this item of the agenda unless the matter is noticed on a Board agenda as an item on which action may be taken. In accordance with the Open Meeting Law, the Chairperson may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

### **III. FOR POSSIBLE ACTION – Approval of minutes of previous meeting**

III.a FOR POSSIBLE ACTION - Approval of minutes of previous meeting (January 27, 2022).

### **IV. FOR POSSIBLE ACTION – Library Board of Trustees Business**

IV.a FOR POSSIBLE ACTION: Discussion and possible action concerning the process by which the annual unclassified job performance appraisal and evaluation will be completed for the Library Director and the information and assessment tools to be gathered and utilized in advance of the appraisal and evaluation, including, without limitation, surveys to be completed by Library personnel.

Staff Summary: The Carson City Library Board of Trustees has the duty to complete an annual job performance appraisal and evaluation of the Library Director on or before July 1 of each year. In order to inform this appraisal and evaluation, it is useful to identify in advance what information would be helpful for Trustees to review the Library Director’s job performance and to develop a process by which that information may be gathered.

IV.b FOR POSSIBLE ACTION – Discussion and possible action regarding implementation of the Carson City Library Strategic Plan 2021-2024.

STAFF SUMMARY: This agenda item is a continuation of the discussion and direction to staff provided at the January 27, 2022 meeting of the Board of Trustees in regard to the implementation of the elements of the Library’s Strategic Plan. Staff will update the Board of Trustees on its progress toward implementation of the elements as previously directed. Staff also invites additional discussion, deliberation, and possible direction in regard to next steps and the continued implementation of the Strategic Plan.

### **V. INFORMATION ONLY - Library Director representative administrative reports**

V.a INFORMATION ONLY - Presentation and discussion of reports concerning activities and operations of the Library since the presentation of the last report.

### **VI. INFORMATION ONLY - Board Members’ announcements & request for information.**

### **VII. Public Comment**

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## VIII. FOR POSSIBLE ACTION – Adjournment

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\*\* Copies of the reference material and any additional supporting material will be made available at the Carson City Library, located at 900 N. Roop St., Carson City, NV 89701 or by contacting Tod Colegrove, Library Director at 775- 283-7591 or [tcolegrove@carson.org](mailto:tcolegrove@carson.org). Copies of any such materials will also be made available at the meeting site.

**\*\* In accordance with NRS 241.020, this agenda has been posted before 9:00 a.m. three working days before the day of the meeting at the following locations:**

Carson City Library, 900 N. Roop St., Carson City, NV 89701 ; Carson City Library Website: <http://www.carsoncitylibrary.org/about/board/meetings-and-notice> ; Nevada Public Notice Website: <https://notice.nv.gov>