

# **CARSON CITY LIBRARY BOARD OF TRUSTEES**

## **Minutes of the March 24, 2016 Meeting**

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A regular meeting of the Carson City Library Board of Trustees was scheduled for 5:30 pm on Thursday, February 4, 2016 in the Library Digitorium, 900 North Roop Street, Carson City Nevada.

**PRESENT:** Chairperson Jeremy Hays  
Vice Chair Dianne Solinger  
Trustee Pamela Graber  
Trustee John Liveratti  
Trustee Phyllis Patton

**STAFF:** Sena Loyd, Library Director  
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](http://www.carson.org/minutes).

**I. CALL TO ORDER - ROLL CALL (5:30:13)** - Chairperson Hays called the meeting to order at 5:30 p.m. Roll was called; a quorum was present.

**II. PUBLIC COMMENT (5:30:50)** – Chairperson Hays entertained public comments; however, none were forthcoming.

**III. FOR POSSIBLE ACTION: APPROVAL OF MINUTES OF PREVIOUS MEETING – (FEBRUARY 4, 2015 REGULAR MEETING) (5:31:06)** – Chairperson Hays introduced the item and noted that due to an error [wrong date] in the agenda and per the Open Meeting Law rules, the minutes of the February 25, 2016 meeting would be approved in the April meeting.

**IV. INFORMATION ONLY - FRIENDS OF THE CARSON CITY LIBRARY REPORT – (5:32:21)** – Trustee Patton presented the report which is incorporated into the record. She also noted that the author event had taken place on Saturday, March 19, 2014 and the turnout had been “fantastic” and the sales at the Corner Bookstore had increased over 50 percent.

**V. INFORMATION ONLY - LIBRARY DIRECTOR ADMINISTRATIVE REPORTS**

**a. REPORT CONCERNING THE CONDITION OF THE CITY FY BUDGET (101) AND GIFT FUND (230). (5:33:00)** – Ms. Loyd reviewed the Budget and Gift Fund reports, incorporated into the record, and highlighted the vacancies and retirement payouts that had impacted the budget. Trustee Liveratti was informed that the Library Gift Fund included all donations to the Library, which also funds the book replacements and, with the Board's approval, had previously funded Digitorium salaries. Ms. Loyd also clarified that the Library Gift Fund expenditures that are over \$500.00 must be authorized by this Board.

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**b. REPORT CONCERNING ACTIVITIES AND OPERATIONS OF LIBRARY SINCE LAST REPORT** (5:40:17) – Ms. Loyd reviewed the Director’s Report which is incorporated into the record. Trustees were also advised that as part of every grant funding, a list of Board members was required to ensure that they are not affiliated with a grantor, or if they are, they must recuse themselves.

**VI. INFORMATION ONLY – OTHER ADMINISTRATIVE REPORTS** (5:49:49) – Chairperson Hays Introduced the items.

**a. ADULT SERVICES UPDATE AND ACTIVITIES SINCE LAST REPORT** (5:50:08) – Ms. Loyd presented a flyer, incorporated into the record, featuring the upcoming activities calendar which includes many events such as the Capital City Reads event, *Elon Musk: Tesla, SpaceX, and the Quest for a Fantastic Future* by Ashlee Vance, the Summer Learning Programs, and upcoming classes.

**b. ACCESS SERVICES UPDATE AND ACTIVITIES SINCE LAST REPORT** (5:53:40) – Kathy Rush, Access Services Manager, presented her report on Mobile and Remote Printing and Book Club Bags, both of which are incorporated into the record.

**c. YOUTH SERVICES UPDATE AND ACTIVITIES SINCE LAST REPORT** (5:56:52) – Aubrey White, Library Assistant, updated the Board on the upcoming youth activities such as the Diversity in Action Program in partnership with the Parks and Recreation Department, Family Storytimes, and NC Labs Library Camps, demonstrated on screen by Ms. Loyd, during spring break.

**d. YOUTH LIAISON BOARD OF TRUSTEES UPDATE AND ACTIVITIES SINCE LAST REPORT** (6:07:58) – Sara Knight introduced herself and noted that no new events were planned for the near future.

**VII. INFORMATION ONLY – BOARD MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION** (6:08:31) – Chairperson Hays entertained announcements or requests for information. Trustee Liveratti inquired about the mobile WI-FI hotspots and Ms. Loyd clarified that the City was considering adding WI-FI as part of the downtown streetscape project. Trustee Graber inquired about hotspots as part of the Library’s lending process and was informed by Ms. Loyd that an estimate of \$50 per hotspot was not cost-effective at the time. Trustee Patton invited everyone to attend the TEDxCarsonCity talks in which Browser’s Corner will participate on April 8, 2016 at the Brewery Arts Center's Performance Hall.

**VIII. PUBLIC COMMENT** (6:11:54) – Chairperson Hays entertained public comments; however none were forthcoming.

**IX. ACTION TO ADJOURN** (6:12:07) – **Trustee Graber moved to adjourn. The motion was seconded by Trustee Patton.** Chairperson Hays adjourned the meeting at 6:12 p.m.

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The Minutes of the March 24, 2016 Carson City Library Board of Trustees meeting are so approved this 28<sup>th</sup> day of April, 2016.

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JEREMEY HAYS, Chair