

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the November 16, 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, November 16, 2016 in the Library Digatorium, 900 North Roop Street, Carson City Nevada.

PRESENT: Chairperson Jeremey Hays
Vice Chairperson Dianne Solinger
Trustee Pamela Gruber
Trustee John Liveratti
Trustee Phyllis Patton

STAFF: Sena Loyd, Executive Director
Iris Yowell, Deputy District Attorney
Kathy King, Chief Deputy Clerk
Minutes by: 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

(5:30:09) – Chairperson Hays called the meeting to order at 5:30 p.m. Roll was called; a quorum was present.

II. PUBLIC COMMENT

(5:30:20) – Chairperson Hays entertained public comment; however, none was forthcoming.

III. FOR POSSIBLE ACTION: APPROVAL OF MINUTES OF PREVIOUS MEETING – (October 27, 2016 REGULAR MEETING)

(5:30:29) – Chairperson Hays introduced this item and entertained suggested revisions to the October 27, 2016 meeting minutes, and when none were forthcoming, a motion for approval. **(5:30:45) – Trustee Patton moved to approve the October 27, 2016 meeting minutes, as presented. Trustee Gruber seconded the motion. Motion carried 5-0.**

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

(5:31:01) – Chairperson Hays introduced this item, and Trustee Patton reviewed the report which was included in the agenda materials.

V. FOR POSSIBLE ACTION – LIBRARY BOARD OF TRUSTEES BUSINESS

a. Possible action and discussion on 2017 Holiday and Staff Development Day closures. (5:31:48)

– Chairperson Hays introduced the item. Ms. Loyd presented the proposed calendar for 2017 which is incorporated into the record, and responded to clarifying questions. There were no public comments. **(5:38:12) – Vice Chair Solinger moved to approve the 2017 calendar, with the days as noted. The motion was seconded by Trustee Patton. Motion carried 5-0.**

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VI. INFORMATION ONLY - LIBRARY DIRECTOR REPRESENTATIVE ADMINISTRATIVE REPORTS.

a. REPORT CONCERNING THE CONDITION OF THE CITY FY BUDGET (101), GRANT BUDGET (275) AND GIFT FUND (230). (5:38:42) – Chairperson Hays introduced this item. Ms. Loyd reviewed the agenda materials, incorporated into the record, in conjunction with displayed slides, and responded to questions of clarification. (5:44:38) – Ms. Loyd also presented the Friends of the Carson City Library budget request, incorporated into the record, adding that their fiscal year was the same as the 2017 calendar year.

b. REPORT CONCERNING ACTIVITIES AND OPERATIONS OF LIBRARY SINCE LAST REPORT (5:45:02) – Ms. Loyd referenced a photo of the Library van “wrapped” in the Mobile Makerspace graphic. She also noted that she would incorporate this agenda item in later presentations as she will be presenting in lieu of two managers who were unable to attend today.

VII. INFORMATION ONLY – OTHER ADMINISTRATIVE REPORTS.

a. GRANTS ADMINISTRATION UPDATE AND ACTIVITIES SINCE LAST REPORT (5:45:45) – Chairperson Hays introduced this item and Department Business Manager Diane Baker presented her report which was included in the agenda materials. Ms. Baker also stated that they planned to use the previously mentioned van for other events and projects.

b. CREATIVE LEARNING UPDATE AND ACTIVITIES SINCE LAST REPORT (5:46:21) – Creative Learning Manager Natalie Wood reviewed her report which was included in the agenda materials. Additionally, she updated the Board on a successful “Turkey Bingo” event in partnership with the Senior Center.

c. ACCESS SERVICES UPDATE AND ACTIVITIES SINCE LAST REPORT (5:49:18) – Ms. Loyd presented the report by Access Services Manager Kathy Rush which is included in the agenda materials, and clarified that even though there is no charge for late books, patrons will be billed for damages. In response to a question by Trustee Liveratti, Ms. Loyd explained that the DVDs and CDs are cleaned in-house.

d. COLLECTION DEVELOPMENT UPDATE AND ACTIVITIES SINCE LAST REPORT (5:53:43) – Ms. Loyd also presented Collection Development Manager Amy Lauder’s report which is included in the agenda materials.

e. YOUTH LIAISON BOARD OF TRUSTEES UPDATE AND ACTIVITIES SINCE LAST REPORT (5:55:30) – Ms. Wood reviewed the report which is incorporated into the agenda materials. Additionally, Ms. Loyd noted that due to the Nevada Appeal article mentioned in the report and the highlighted interest by the youth to ensure that historic Jack’s Bar “doesn’t go away”, a community non-profit group has been formed to restore the building.

VIII. INFORMATION ONLY – BOARD MEMBER ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (5:58:50) – Chairperson Hays entertained trustee comments or announcements. Trustee Patton announced the Friends of the Carson City Library’s New Year’s Eve party.

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IX. PUBLIC COMMENT (5:59:52) – Chairperson Hays entertained public comments; however none were forthcoming.

X. ACTION TO ADJOURN (6:00:03) – Trustee Liveratti moved to adjourn the meeting at 6:09 p.m. Trustee Graber seconded the motion. Motion carried 5-0. Chairperson Hays adjourned the meeting at 6 p.m.

The Minutes of the November 16, 2016 Carson City Library Board of Trustees meeting are so approved this 26th day of January, 2017.

JEREMEY HAYS, Chair