CHURCHILL COUNTY LIBRARY BOARD OF TRUSTEES CHURCHILL COUNTY, NEVADA

553 S. MAINE STREET Fallon, Nevada 89406 (775) 423-7581

Email: celloyd@churchillcountylibrary.org

****NOTICE OF PUBLIC MEETING****

PLEASE POST

PLACE OF MEETING: Churchill County Library 553 South Maine Street Fallon, Nevada 89406

DATE AND TIME: April 22, 2021 at 3 p.m.

TYPE OF MEETING: Regularly scheduled meeting of the Library Board of Trustees

Churchill County Library is inviting you to a scheduled Zoom meeting. Topic: Churchill County Library Board of Trustees Monthly Meeting Time: Apr 22, 2021 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/83236564814?pwd=RHYyd1dGUGZQT0I0YWJFc2VLUDRJdz09

Meeting ID: 832 3656 4814

Passcode: 280869

One tap mobile

+13462487799,,83236564814# US (Houston)

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Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 832 3656 4814

Find your local number: https://us02web.zoom.us/u/kcPly7oMkS

Notes

- These meetings are subject to the provisions of the Nevada Open Meeting Law (NRS Chapter 241. Except as otherwise provided for by law, these meetings are open and public.
- II. Action will be taken on all agenda items, unless otherwise noted.
- III. The agenda is a tentative schedule. Agenda items may be acted upon in a different order than is stated in this notice so as to affect the people's business in the most efficient manner possible.
- IV. The Library Board of Trustees may combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.
- V. 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 under this item of the agenda

unless the matter is noticed on a Board agenda as am item on which action may be taken. In accordance with the Open Meeting Law, the Chairperson may prohibit 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.

VI. Any statement made by a member of the Library Board of Trustees during the public meeting is absolutely privileged.

Public Comment

AGENDA

- 1. Call to order
- 2. Pledge of Allegiance
- 3. Roll call of members
- 4. Verification of the posting of the agenda
- 5. Review and adoption of agenda: Action to approve the agenda as submitted or revised.
- 6. Review and adoption of minutes: Action to approve minutes of the Library Board of Trustees meeting on March 25, 2021.
- 7. Library Board of Trustees' Report
- 8. Library Director's Report
 - October 23, 2021, Saturday-Author David Durham, The Risen: A Novel of Spartacus-CAC-5-9pm
 - May 7, 2022, Saturday-Author Mindy Nettifee, Poet, *Open Your Mouth Like a Bell-*CAC-5-7 p.m.
 - Statistics
 - Opening update
 - Technical Services librarian position

Set date and time of regular/special Library Board meetings: Next meeting scheduled for Thursday May 27, 2021 at 3 p.m. at the Library Annex 507 South Maine Street Fallon, NV 89406 Rear Entrance.

OLD BUSINESS

1. Review and for possible action re: Action to approve any ideas related to library marketing and publicity.

NEW BUSINESS.

- 1. Review and for possible action re: Action to approve the monthly budget reports for March 2021.
- 2. Review and for possible action re: Action to approve the Library Gift Fund.
- 3. Review and for possible action re: Action to approve the Bylaws of the Library Board of Trustees.
- 4. Review and for Possible Action: Review of Churchill County Library Five Year Plan 2018-22

Public Comment

Adjournment.

AFFIDAVIT OF POSTING

State of Nevada)
	: SS
County of Churchill)

Maria Gill, an employee of Churchill County Nevada, being duly sworn, says: That on the 15th day of April 2021 AD, she posted a notice, of which the above is a copy, at Churchill County Administration 155 N. Taylor, Fallon, NV; Fallon City Hall 55 W. Williams Ave. Fallon, NV; Churchill County Library 553 S. Maine Street Fallon, NV; Churchill County Website <u>www.churchillcounty.org</u> and the Nevada State Website https://notice.nv.gov/.

Maria Lill

State of Nevada

) : ss

County of Churchill)

On the 15th day of April, 2021 before a Notary Public, personally appeared Maria Gill, known to me to be the person described in and who executed the foregoing instrument. In witness whereof, I have hereunto set my hand and affixed by official seal this 15th day of April 2021.

Endnotes:

Disclosures:

Churchill County is an equal opportunity provider and employer.

Accommodations:

Churchill County Library will make all reasonable efforts to assist and accommodate physically handicapped person desiring to attend. Persons who are disabled and require special assistance may contact the Churchill County Library Director, in writing at 553 S. Maine St., Fallon, Nevada 89406, or by calling (775) 423-7581 or the TDD Nevada relay number 711.

Procedures:

- The public meetings may be conducted according to rules of parliamentary procedure.
- Persons providing public comment will be asked to state their name for the record.
- The Library Board of Trustees reserves the right to restrict participation by persons in the public meeting where the conduct of such persons is willfully disruptive to the people's business.
- All supporting materials for this agenda are available by requesting a copy from the Library Director at 775-423-7581 prior to the meeting. During the meeting, there will be one copy available for public inspection. Additional copies are available by making the request from the Library Director. You are entitled to one copy of the supporting materials free of charge.
- In accordance with Federal law and U.S. Department of Agriculture policy, Churchill County is prohibited from discrimination on the basis of race, color, national origin, sex, age, or disability, (not all prohibited bases apply to all programs). To file a complaint of discrimination, write USDA, Director, Office of Equal Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (
- (800)795-3972 (voice) or (202)720-6382 (TDD).

March 25, 2021

The Churchill County Library Board of Trustees held a public meeting on Thursday, March 25, 2021 at the Churchill County Library located at 553 South Maine Street, Fallon, Nevada. The meeting was scheduled to begin at 3:00 p.m. The meeting was available for remote participation through Zoom.

REGULAR AGENDA ITEMS

Call to Order: Chair Marilyn Hedges-Hiller @ 3:00 pm

Roll call of members:

Present were: Chair Marilyn Hedges-Hiller, Trustees Kelli Kelly, Bill Williams, Ashlee McGarity, Jo Petteruti; Library Director Carol Lloyd; Commissioner Greg Koenig; Deputy District Attorney Joe Sanford

Verification of the posting of the agenda: Verified by Library Director Carol Lloyd

Review and adoption of agenda: A revision was made to the agenda to reflect that February budget reports will be presented. A motion was made to adopt the revised agenda by Kelli Kelly, seconded by Bill Williams. All in favor.

Review and adoption of February 25, 2021 minutes: Two revisions were made correcting typographical errors. A motion was made to adopt the revised minutes by Jo Petteruti, seconded by Ashlee McGarity. All in favor.

Board of Trustees Report:

Kelli reported that she is reading her first non-fiction book of the year: Animal, Vegetable, Junk. Carol is also reading this book.

Jo reported that she has joined a book club. She will report back after their first meeting. Greg reported that he is on book 3 of his series - making great progress.

Library Directors Report

- October 23, 2021 Author David Durham this event has been rescheduled from 2020. The author is a lecturer at UNR - so this was an easy shift to facilitate. In collaboration with CAC.
- May 7, 2022 planned reading with poet Mindy Nettifee in collaboration with CAC.
- Statistics were presented virtual events have been a win and will continue for perpetuity.
- COVID-19 update The library opened for in person access by patrons by appointment on March 1st. The goal is still to increase open access in phases and cautiously in order to NOT have to take steps backwards. Decisions about scope of access to the library will be based on guidance from the county board of health.

- o It was reported that the county has been working with the senior center to formulate their reopening plan. The library should anticipate the expectation from commissioners that a full reopening plan is in place.
- O Current guidance from the governor is 75% occupancy, masks, and social distancing.
- o Concerns about not being able to enforce mask requirements.
- o Next steps includes: opening up for general access, with in person events down the road
 - There is no way to regulate story hour to ensure 3' distancing between kids.
- Co-op Budget Churchill County contribution is \$21k. Carol had budgeted for \$28k. The difference represents our portion of a \$75k transfer from the co-operative emergency fund held by the state. Some savings to the expenses of the co-operative included the director shifting to work-from-home. No longer leasing office space at the state library.

Set Date and Time for the regular Library Board Meeting: The next regular meeting of the Library Board of Trustees is set for Thursday, April 22, 2021 at 3:00 pm at the Churchill County Library at 553 South Maine Street, Fallon, NV and will be available for virtual participation. The location for the meeting might shift to the library annex dependent upon the re-opening plan & timeline.

OLD BUSINESS

Library Marketing and Publicity: Hot Off the Press Co-op Newsletter – strong Churchill County library presence. Lahontan Valley News article about "Why You Matter" flags

NEW BUSINESS

Review and Adoption of the Monthly Budget Report:

Motion was made to approve the monthly budget report by Bill Williams, seconded by Jo Petteruti. All in favor.

Review and Adoption of Library Gift Fund Report:

Motion was made to approve the library gift fund report by Bill Williams, seconded by Jo Petteruti. All in Favor.

Action to approve bylaws:

• Question about the language on terms and terming-out. Is a director prohibited from serving more than two **consecutive** terms OR is a director termed out after serving two terms? Joe Sanford will investigate the statute.

A motion was made to table any action on the bylaws until the next regular meeting of the library board of trustees by Kelli Kelly, seconded by Jo Petteruti. All in Favor.

Review of Churchill County Library 5 year plan 2018-2022

Most measurable goals have been met.

• The library is at a crossroads - last year changed a lot of the plan.

• Please see Carol with any questions or thoughts.

Public Comment: None

Adjournment: 3:41 pm

Respectfully submitted,

Kele Markly

Kelli Kelly

March 26, 2021

STATISTICS

March 2021

Circulation
Patron Visits
Daily Average (Patrons)
Programs
Program Attendance

March 2021	March 2020
5,676	8,948
2,268	N/A
99	N/A
16	34
1,708	463

Programs:

Program count is library YouTube views of storytimes, database tutorials, informational videos (new book, etc) & a few homebound

Grab and Go STEAM	265
Volunteers	2
Volunteer Hours	14
Meeting Room	0
Tests Proctored	0

Covid-19 Library Closes March 16, 2020 Curb Service 5/11/20 Library by Appointment 6/8/20 Curb Service 11/16/20 Library by Appointment 3/1/21

COVID-19 Reopen to Work Plan Outline

Department Name:_	_Library_	
April 1, 2021		

May 1, 2021

Open around May 1, 2021 based on current data.

- Masks required for public and staff on public floor
- Encourage people to not linger
- Seating at computers only
- Basic computer help available with all staff
- Computer help available by appointment with Joe
- Rest rooms open
- Clean surfaces every 2 hours and computers between use
- Curbside available
- Home delivery available
- Book drop and self-check-in inside building open
- No quarantining materials
- Drinking fountain open

June 1, 2021

Open with based on current date

• Masks required for public and staff on public floor



Detail vs Budget Report

Account Detail

Date Range: 03/01/2021 - 03/31/2021

240 - PUBLIC LIBRARY
Category: 400 - DIRECT SALARY EXPENSE
Department: 551 - PUBLIC LIBRARY Account Function: 070 - CULTURE AND RECREATION Name

Fiscal Budget Beginning Balance

Total Activity Ending Balance Budget Remaining % Remaining

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LSTA FED GRANT EXP	MARKETING	Source Transaction 6163244 022021 ENDING 02/28/21 ENDING 02/28/21	AR275809 AR275809 AR276966 AR276966	COPIER MAINTENANCE/USAGE	MEMBERSHIPS	CONTRACT SERVICE/PROGRAM	PLAT FORM FEE Source Transaction L1061534 (02/28/21)	CONTRACTED SERVICES Source Transaction 03-03 21189	COLLECTION DEVELOPMENT Source Transaction 500071610	NEVADA LIBRARY CoOp	Name BOOKS/PERIODICALS-CHILD - Continued Source Transaction Pmt Numbe L1064504 (02/28/21) 125551
		Pmt Number 125384 412 412	125423 125423 125423 125732 125732	SAGE Pmt Number		GRAM	Pmt Number 125551	Pmt Number 125660	Pmt Number 125416		ILD - Continued Pmt Number 125551
		Description WATER *2240-Andtobo plug *2240-Signteck transmitter	#7297 BASE RATE CHARGE 02/22/21-03/21/ #7297 OVERAGE CHARGE 01/22/21-02/21/21 #7297 OVERAGE CHARGE 01/22/21-02/21/21 BASE RATE 032221-042121, COPIER #7297 OVERAGE 022221-032121, COPIER #7297				3,720.00 1,000.00 Description Vendor NS21020013-4/01/21-3/31/22 TS360 SUBSC 1718 - BAKER & TAYLOR	13,020.00 Description (4)REUPHOLSTER CUSHIONS(2)REUPHOLSTE	0.01 Description A GENTLEMAN IN MOSCOW/STORM OF SW		Description 2035757986-NECK AND NECK
0.00	930.00	6,510.00 Ve 15: 14: 14:	21/ 1/21 7	1,395.00	623.00	1,162.00	3,720.00 Ve 50 SUBSC 17	13,020.00 Ve PHOLSTE 96		20,460.00	Fiscal Budget 10,230.00 Ve
39,388.68	354.00	1,345.94 146.45 Vendor 15396 - ALHAMBRA 14779 - WELLS FARGO COMMERCIAL CARD 14779 - WELLS FARGO COMMERCIAL CARD	Vendor 287 - OFFICE PRODUCTS, INC.	493.22	100.00	0.00	1,000.00 Vendor 1718 - BAKER & TAYLOR	10,180.41 Vendor 961073 - SILVER STATE INDUSTRIES	3,000.00 Vendor 18029 - MIDWEST TAPE	14,926.49	Beginning Balance 3,587.55 Vendor 1718 - BAKER & TAYLOR
0.00	0.00	146.45 HERCIAL CARD		216.27	0.00	0,00	495.00	796.00 Stries	872.00	0.00	Total Activity 227.57
39,388.68	354.00	1,492.39 Project Account	Project Account	709.49	100.00	0.00	1,495.00 Project Account	10,976.41 Project Account	3,872.00 Project Account	14,926.49	Date Ri Ending Balance (3,815.12 Project Account
-39,388.68	576.00	5,017.61		685.51	523.00	1,162.00	2,225.00	2,043.59	-3,872.00	5,533.51	Date Range: 03/01/2021 - 03/31/2021 ance Budget Remaining % Remaining 5.12 6,414.88 62.71 % 4ccount Amount 108.19
0.00 %	61.94%	77.08 % Amount 36.93 12.85 96.67	Amount 36.99 63.84 36.99 78.45	49.14 %	83.95 %	100.00%	59.81 % Amount 495.00	15.70 % Amount 796.00	0.00 % Amount 872.00	27.05 %	1-03/31/2021 % Remaining 62.71 % Amount 108.19

320-691-52400	Category: 500 - SERVICES & SUPPLIES Category: 500 - SERVICES & SUPPLIES Department: 691 - LIBRARY GIFTS & DONATION Function: 070 - CULTURE AND RECREATION					240-551-59760		03/31/2021 Appring 205	9750	44	Post Date Packet Number	240-551-59400	444	Post Date Packet Number	240-551-59200	240-551-58700	03/26/2021 APPKT00700	8600	μ	Post Date Packet Number	240 551 50400	Detail vs Budget Report Account	1
CONTRACTED SERVICES	IES 'S & DONATION RECREATION	24	500 - S	95	070 - CULTUF	COMPUTER SOFTWARE	ENDING 02/28/21	Source Transaction	COMPUTERS & PRINTERS	2710022040022 03/11/21 2710022073030 03/11/21	Source Transaction	ITHITIES CAS	8.1750.00 03/10/21 8.1800.12 03/10/21 8.1801.05 03/10/21	Source Transaction	UTILITIES-ELEC/WTR/SEWER	TRAINING	ource Transaction 02/01/21-03/18/21 TRAV	TRAVEL AND SUBSISTANCE	750501-001 02/28/21	Source Transaction		Name	
		240 - PUBLIC LIBRARY Totals:	500 - SERVICES & SUPPLIES Totals:	551 - PUBLIC LIBRARY Totals:	070 - CULTURE AND RECREATION Totals:		41.2	Pmt Number		125739 125739	Port Number		125574 125574 125574	Pmt Number	;;i		Pmt Number 125716		125560	Dmt Nimbo			
		Y Totals:	S Totals:	Y Totals:	V Totals:		*2240-Internal Hard Drive	Description		553 S MAINE ST 507 S MAINE ST			553 SOUTH MAINE STREET 507-A SOUTH MAINE STREET 507-B SOUTH MAINE STREET	Description			Description (30.6)MILES		020121-022821, LIBRARY				
9,300.00		652,293.00	143,052.00	143,052.00	143,052.00	465.00	14779	Ver	2,790.00	Ver 205 205	3,255.00		Vei 540 540 540		20,460.00	837.00	Ve 169	2,325.00	Ve 400	3,720.00	riscal Budget		
0.00		401,058.85	127,970.78	127,970.78	127,970.78	118.26	79 - WELLS FARGO COMMERCIAL CARD	Vendor	783.91	Vendor 205 - SOUTHWEST GAS CORPORATION 205 - SOUTHWEST GAS CORPORATION	2,463.15		Vendor 540 - CITY OF FALLON 540 - CITY OF FALLON 540 - CITY OF FALLON		10,818.17	25.00	Vendor 16511 - GILL, MARIA	84.43	Vendor 4000 - CC COMMUNICATIONS	2,257.66	Beginning Balance		
0.00		42,639.74	8,846.35	8,846.35	8,846.35	0.00	MERCIAL CARD		32.94	PORATION PORATION	517.75				1.255.80	0.00		17.14	SS	315.60	Total Activity		
0.00		443,698.59	136,817.13	136,817.13	136,817.13	118.26		Project Account	816.85	Project Account	2,980.90		Project Account		12.073.97	25.00	Project Account	101.57	Project Account	2,573.26	Ending Balance	Date R	
9,300.00		208,594.41	6,234.87	6,234.87	6,234.87	346.74			1,973.15		274.10			0,000.00	8 385 03	812.00		2,223.43		1,146.74	Budget Remaining	Date Range: 03/01/2021 - 03/31/2021	
100.00%		31.98 %	4.36 %	4.36 %	4.36%	74.57 %	32.94	Amount	70.72%	Amount 412.60 105.15	8.42 %		Amount 1,087.48 126.19 42.13	40.33 %	10 00 K	97.01%	Amount 17.14	95.63 %	Amount 315.60	30.83 %	% Remaining	- 03/31/2021	

					Detail vs Budget Report Account 320-691-59916 Post Date Packet Nur 03/31/2021 APPKT0070
					get Report Packet Number APPKT00705 APPKT00705 APPKT00705 APPKT00705 APPKT00705 APPKT00705
	32	3	691 - LIBRA	070 - CUI	Name F. N. MORGAN TRUST EXP. CHC LIBRARY ASSOCIATION Source Transaction ENDING 02/28/21
Report Total:	320 - LIBRARY GIFT FUND Totals:	500 - SERVICES & SUPPLIES Totals:	691 - LIBRARY GIFTS & DONATION Totals:	070 - CULTURE AND RECREATION Totals:	Pmt Number 412 412 412 412 412 412 412
Total:	otals:	otals	otals:	otals:	Description *0470-Wooden Beads, Pony B *0470-Necklace Cord, Flower *0470-Pipe Cleaners, Stickers, I *0470-Skittles - Craft supplies *0470-Yarn, Book Marks - Crai *0470-Sealer, Spronge paint b
689,493.00	37,200.00	37,200.00	37,200.00	37,200.00	Fiscal Budget 23,250.00 4,650.00 4,650.00 leads - Craft su Beads - Craft Supplies 3oxes-Craft Su ft Supplies
403,670.96	2,612.11	2,612.11	2,612.11	2,612.11	Beginning Balance Total Activity 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0
42,820.40	180.66	180.66	180.66	180.66	Total Activity 0.00 180.66 IMERCIAL CARD
446,491.36	2,792.77	2,792.77	2,792.77	2,792.77	Date R Ending Balance 0.00 2,792.77 Project Account
243,001.64	34,407.23	34,407.23	34,407.23	34,407.23	Date Range: 03/01/2021 - 03/31/2021 ance Budget Remaining % Remaining 0.00 23,250.00 100.00 % 2.77 1,857.23 39.94 % Amount 23.65 25.55 25.55 26.88 47.55 14.19 18.26 24.58 24.58
35.24 %	92,49%	92.49 %	92.49 %	92.49 %	1 - 03/31/2021 % Remaining 100.00 % 39.94 % Amount 23.65 25.55 26.88 47.55 14.19 18.26 24.58

Date Range: 03/01/2021 - 03/31/2021

	240-551-58400	240-551-58080	240-551-55840	240-551-55800	240-551-55720	240-551-55400	240-551-52520	240-551-52403	240-551-52400	240-551-51640	240-551-51630	240-551-50910	240-551-50900	240-551-50400	Function: 070 - CUL	Department: 551 - PUBLIC LIBRARY	Category: 500 - SERVICES & SUPPLIES					240-551-45700	240-551-45500	240-551-45400	240-551-45200	240-551-45150	240-551-45100	Function: 070 - CUI	Department: 551 - PUBLIC LIBRARY	Category: 450 - EMPLOYEE BENEFITS				1000	240-551-40270	240-551-40750	240-551-40200	240-551-40100	Function: 070 - CIL	Department: 551 - PUBLIC LIRRARY	Category: 400 - DIRECT SALARY EXPENSE	240 - PUBLIC LIBRARY	Account	
	TELEPHONE	LSTA FED GRANT EXP	MARKETING	OPERATING SUPPLIES	COPIER MAINTENANCE/USAGE	MEMBERSHIPS	CONTRACT SERVICE / PROGRAM	PLAT FORM FEE	CONTRACTED SERVICES	COLLECTION DEVELOPMENT	NEVADA LIBRARY CoOp	BOOKS/PERIODICALS-CHILD	BOOKS AND PERIODICALS	AV/eBOOKS/eAUDIO	Function: 070 - CULTURE AND RECREATION	JBLIC LIBRARY	ES & SUPPLIES	450 - EMPLOYEE BENEFITS Totals:	551 - PUBLIC LIBRARY Totals:	TEA PLICE THE DECREASE OF THE PROPERTY OF THE	OTO CHITTIDE AND DECREATION TALL	COMPENSATED ARSENCES	MEDICARE	GROUP INCIRANCE	PACT (INDUSTRIAL INS)	SOCIAL SECURITY	RETIREMENT	Function: 070 - CULTURE AND RECREATION	UBLIC LIBRARY	YEE BENEFITS	400 - DIRECT SALARY EXPENSE Totals:	551 - PUBLIC LIBRARY Totals:	070 - CULTURE AND RECREATION Totals:	TANT-TIME TEND DAL QUYAGE	PART-TIME DEBC SAL SAMACE	CAL S WAGES-REG	OTHER SALE WASSES BEG	SALADIDO SALADIS DESTADOR	CELL FIRENCE	LIBLIC LIRRARY	SALARY EXPENSE		Name	
3,720,00	3 720 00	20,00	00.008	1,395.00	1 305 00	T,162.00	3,720.00	3 720.00	13 030 00	20,460.00	20 460 00	10 230 00	30,690,00	20,460.00				166,089.00	166,089.00	166,089.00	3,431.00	4,975.00	53,675.00	7,377.00	U.3UU,1	95,625.00	05 635 00				343,152.00	343,152.00	343,152.00	22,666.00	16,227.00	206,728.00	97,531.00					(Fiscal Budget	
2,237.86	32,550,66	354.00	1,345.94	493.22	100.00	0.00	1,000.00	10,180.41	3,000.00	14,926.49	3,307.33	2 507 55	16 886 78	20,157,13				87,439.98	87,439.98	87,439.98	0.00	2,614.69	27,874.88	3,661.25	2/2.46	53,016.70					185,648.09	185,648.09	185,648.09	15,106.64	4,394.26	103,454.39	62,692.80						Beginning Balance	
315.60	0.00	0.00	146.45	216.27	0.00	0.00	495.00	796.00	872.00	0.00	221.51	1,300.70	1 388 78	2.565.05			•	11,378.71	11,378.71	11,378.71	0.00	328.83	3,598.16	1,019.36	33.34	6,399.02					22.414.68	22,414.68	22,414.68	1,781.00	537.68	12,438.40	7,657.60					,	Total Activity	
2,573.26	39,388.68	354.00	1,492.39	709.49	100.00	0.00	1,495.00	10,976.41	3,872.00	14,926.49	3,815.12	18,275.56	10 775 56	77 777 18				98.818.69	98,818.69	98,818.69	0.00	2,943.52	31,473.04	4,680.61	305.80	59,415.72					208.062.77	208,062.77	208,062.77	16,887.64	4,931.94	115,892.79	70,350.40					Principle Paliance		
1,146.74	-39,388.68	576.00	5,017.61	685.51	523.00	1,162.00	2,225.00	2,043.59	-3,872.00	5,533.51	6,414.88	12,414.44	01.202,2-	_2 762 10				67.270.31	67,270.31	67,270.31	3,431.00	2,031.48	22,201.96	2,696.39	700.20	36,209.28				100,000	135 080 73	135,089.23	135,089.23	5.778.36	11,295.06	90,835.21	27,180.60					budget veilldilling	Necount.	Account Summary
30.83 %	0.00%	61.94 %		49.14 %	83.95 %	100.00%	59.81 %	15.70 %	0.00%	27.05 %	62.71 %								40.50 %	40.50%				36.55%	69.60 %	37.87%				33.37.70							27.87%					8 % vemaining	y and y	MEMMIN

					320-691-59916	320-691-52400 320-691-59915	Function: 070 - CUL	Department: 691 - LIB	Category: 500 - SERVICES & SUPPLIES	320 - LIBRARY GIFT FUND						240-551-59760	240-551-59750	240-551-59400	240-551-59200	240-551-58700	240-551-58600	Account
Report Total:	SZO - LIBRART GIFT FUND TOTALS:	270 LIBRARY COTT THUS TO	EOO CENTRE OF STREET	601 - IRBADY OFFICE OF TOWN INCIDENT	CHC LIBRARY ASSOCIATION	CONTRACTED SERVICES F. N. MORGAN TRUST EXP.	Function: 070 - CULTURE AND RECREATION	Department: 691 - LIBRARY GIFTS & DONATION	S & SUPPLIES		240 - PUBLIC LIBRARY Totals:	500 - SERVICES & SUPPLIES Totals:	551 - PUBLIC LIBRARY Totals:	The property of the property o	070 - CHITTIRE AND RECOGNITION Table	COMPUTER SOFTWARE	COMPUTERS & PRINTERS	UTIUTIES-GAS	UTILITIES-EI FC/WTR/SEW/FR	TRAINING	TDAVEL AND CLIDCICTAMOS	Namp
689,493.00	37,200.00	37,200.00	37,200.00	37,200.00	4,650.00	9,300.00 23.250.00				000,200.00	652 293 00	143,052.00	143,052.00	143,052.00	465.00	2,790.00	3,255.00	20,460.00	837.00	2,325.00	Fiscal Budget	
403,670.96	2,612.11	2,612.11	2,612.11	2,612.11	2,612.11	0.00				401,056.85	A01 059 95	127,970.78	127,970.78	127,970.78	118.26	783.91	2,463.15	10,818.17	25.00	84.43	Beginning Balance	
42,820.40	180.66	180.66	180.66	180.66	180.66	0.00				42,639.74		8,846.35	8,846.35	8,846.35	0.00	32.94	517.75	1,255.80	0.00	17.14	Total Activity	
446,491.36	2,792.77	2,792.77	2,792.77	2,792.77	2,792.77	0.00				443,698.59		136,817.13	136,817.13	136,817.13	118.26	816.85	2,980.90	12,073.97	25.00	101.57	Ending Balance	
243,001.64	34,407.23	34,407.23	34,407.23	34,407.23	23,250.00 1,857.23	9,300.00				208,594.41	Commercial	6.234.87	6,234.87	6,234.87	346.74	1,973.15	274.10	8,386.03	812.00	2,223.43	Budget Remaining	Account Summary
35.24 %	92,49 %	92,49 %	92.49 %	92.49 %	100.00 % 39.94 %	100.00%				31.98 %	1:50 /0	70 ac v	4.36 %	4.36 %	74.57 %	70.72 %	8.42 %	40.99 %	97.01%	95.63 %	% Remaining	ummary

Fund Summary

240 - PUBLIC LIBRARY 320 - LIBRARY GIFT FUND

Fund

4,136,11
34.407.23
92 49 %

4/2/2021 2:02:09 PM

LIBRARY GIFT FUND	
Total as of March 31, 2021	
Balance	
Building Fund-Churchill County	\$1,084.40
Gift Fund	\$12,260.93
Churchill Library Association	\$2,897.06
Morgan Trust	\$61,589.35
TOTAL	\$77,831.74

Bylaws of Churchill County Library Board of Trustees

I. Organization

This organization shall be called "Churchill County Library Board of Trustees" existing by virtue of the provisions of Chapter 379 of the Nevada Revised Statutes, and exercising the powers and duties delegated to it under the Statute.

The Board shall consist of five members appointed by Churchill County Board of Commissioners to serve a partial (when a Trustee resigns mid-term) and terms of four years, not to exceed two consecutive terms.

In accordance with Nevada Revised Statute 379.020: "The Board of County Commissioners may remove any trustee who fails, without cause, to attend three successive meetings of the trustees."

The Board of Trustees will notify the Board of County Commissioners of the nonattendance of any board member and request action by taken.

II. Officers

Officers of the Board shall be a chair, vice-chair, and secretary elected from among the appointed trustees at the annual meeting of the Board.

Officers shall serve a term of one year from the annual meeting at which they are elected.

Officers shall carry out the duties and responsibilities of their office.

III. Meetings

Board meetings shall be posted in accordance with the open meeting law, Nevada Revised Statute 241.

Regular meetings shall be held on the fourth Thursday of each month in the Churchill County Library or such other time and place as the Board may determine.

The annual meeting will coincide with the first meeting of the fiscal year.

For the transaction of business at any meeting a majority of the Board members must be present for a quorum.

The order of business at all regular meetings shall be as follows:

- Public comment
- Call to Order
- Pledge of Allegiance
- Roll call of members
- Verification of agenda posting
- Adoption of agenda
- Review and adoption of minutes
- Library Board of Trustees' Report
- Library Director's Report
- Set time of regular/special meeting
- Old business
- New business
- Public comment
- Adjournment

Proceedings of all meetings shall be governed by Robert's Rules of Order.

IV. Library Director

The Director shall: execute the policies adopted by the Board; be responsible for the direction and supervision of all staff members in the performance of their duties; submit to the Board monthly and annual reports; and recommend to the Board such policies and procedures as in the opinion of the Director will promote the efficiency of the Library in its service to the people of the community.

V. Amendments

The bylaws may be amended by the majority of all members of the Board provided written notice of the proposed amendment shall have been mailed to all members prior to the meeting.

Adopted:

December 18, 2014

Amended-April 22, 2021

CHURCHILL COUNTY LIBRARY FIVE YEAR PLAN 2018-22

Mission: Educating, entertaining and enriching our community.

Vision: The community's knowledge base powered by the magic of traditional resources and pioneering technologies with a passion for learning.

Goal 1: The Churchill County Library will identify, create, and maintain collaborations community wide.

- Identify, create and maintain partnerships with the business community
- Collaborate with librarians, educators, community organizations and county departments.
 - 1. Create Churchill County Museum as a branch library and catalog its book collection into the library database. Completed-July 2019
 - 2. Build an online Business Resource Center in collaboration with Churchill Economic Development Authority (CEDA). Completed 2018
 - 3. Identify all community outreach opportunities. 23 organizations identified December 2019

Goal 2: The Churchill County Library will develop and implement an effective marketing strategy for the library.

- Maintain a prominent and user-friendly website.
- Update and expand on traditional methods of marketing; handouts, displays, etc to increase usage.
- Determine best practices for social media.
- Promote the library through community engagement.
 - 1. Create a Social Media Policy. Completed August 2018
 - 2. Investigate professional marketing firms to assist in facilitating a marketing plan.
 - 3. Conduct a website usability study and update as appropriate. Ongoing
 - 4. Determine who is not utilizing the library and how best to promote library services. Chamber Award for Social Media-2018

Goal 3: The Churchill County Library will evaluate and create a building plan based on changing public needs.

- Evaluate current utilization of facility.
- Assess and develop a plan for expansion of the physical plant.
- Consider safety needs of both staff and the public.
- Develop a financial plan to facilitate changes to the physical plant.
 - 1. Revise the Churchill County Library Safety Manual.
 - 2. Assess space allocation of building based on public services and needs. Competed-November 2019
 - 3. Explore options for space allocation based on future public services and needs. Compete-November 2019
 - 4. Consider options for utilization of the property to the north of the library and the Annex. Compete-November 2019
 - 5. Work with the Churchill Library Association to enhance the Endowment Fund. Established 2018
 - 6. Explore financial opportunities for expansion projects.

Goal 4: The Churchill County Library will provide educational and cultural opportunities to the community.

- Expand and strengthen early literacy to promote school readiness.
- Identify, implement and expand programs to promote Nevada's Read by Grade Three Program.
- Implement programs dedicated to science, technology, engineering, art and math (STEAM).
- Create programs to support workforce development.
- Identify and create services to promote literacy for all ages.
 - 1. Utilize Extended Reality/Virtual Reality in STEAM programming and other opportunities as appropriate. Ongoing
 - 2. Create and execute a library card drive for all ages.
 - 3. Utilize Annex computer lab for classes. Nevada Technology Academy to begin offering classes February 2020

Approved by the Churchill County Library Board of Trustees August 23, 2018. Updates approved by the Churchill County Library Board of Trustees January 30, 2020.