

**June 25, 2020**

The Churchill County Library Board of Trustees held a public meeting on Thursday, June 25, 2020 at the Churchill County Library located at 553 South Maine Street, Fallon, Nevada. The meeting was scheduled to begin at 3:00 p.m.

**REGULAR AGENDA ITEMS**

**Call to Order:** Board Chair Marilyn Hedges-Hiller called the meeting to order at 3:02 pm

**Roll call of members:**

Present were: Board Chair Marilyn Hedges-Hiller, Trustees: Kelli Kelly, Bill Williams, Jo Petteruti; Library Director Carol Lloyd, and Deputy District Attorney Joe Sandford

Absent: Board Vice Chair Denice Pinder, County Commissioner Carl Erquiaga

Public: Trustee-elect Ashlee McGarity

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

**Review and adoption of agenda:** A motion was made to adopt the agenda by Bill Williams, seconded by Jo Petteruti. All in favor.

**Review and adoption of May 28, 2020 minutes:** A motion was made to adopt the minutes by Kelli Kelly, seconded by Marilyn Hedges-Hiller. All in favor.

**Board of Trustees Report:**

None

**Library Directors Report**

- Introduction of trustee-elect Ashlee McGarity and thanks to outgoing trustee Denice Pinder for her contributions to the board during her term of service.
- October 24, 2020 – Author event with David Durham. This event will be held in collaboration with the Churchill Arts Council at the Oats Park event facility.
- Statistics –Around 3500 items were checked out through curbside and appointments. Programs include: internet programming via social media and youtube. Over 1800 full views of online programs. This reflects a new way of reaching patrons that will not go away once the library re-opens for in person programming.
- COVID-19 response: the library closed on 3/16 due to COVID-19. Re-opened for curbside pickup on 5/11. Opened by appointment on 6/8. Material check-out appointments are 15 minutes, computer appointments are 30 minutes. Currently, there are no inter-library loans. Libraries within the cooperative did a one-time shipment to return materials to their home libraries. All returned materials are quarantined for 3-days before

being checked back in to the collection. The three day timeline matches data from a IMLS study that researched the length of time that the coronavirus will stay viable on paper and related surfaces.

- The library will likely ‘stay-the-course’ on COVID related policies and procedures at the very least until school starts in August.
- The library is going through a major weed of materials. The last time this was completed was shortly after Carol began employment at the library. All ‘weeded’ books get sent to Better World Books.
- 16 laptops are on loan to the county parks and recreation department as a resource for the SUMFUN summer youth program.
- The State Library re-allocated funding for the summer reading program and sent digital camera / go-pro, microphones, lights, and more to the library in order to facilitate better digital programming.
- Storytime on Thursdays has pivoted to online programming. The library staff has researched which books are able to be read through this avenue without violating copyright laws.
- Nevada Library Co-operative executive director is primarily tele-working. Initial research into new ILS has been completed. The state is moving forward with an RFP. There is approximately a 4-month timeline for the selection of a new ILS. Anticipating a 50% + cost savings to member libraries.
- Nevada Reads – currently NOMADLAND is the book of focus for the Nevada Reads program. The library has a multitude of copies for physical checkout and the digital copy is available for unlimited simultaneous check out until the end of the month. Next month, the book will be SEVERANCE.

**Set Date and Time for the regular Library Board Meeting:** The next regular meeting is scheduled for Thursday, July 23, 2020 at 3 pm. This meeting is tentatively scheduled for the Churchill County Library Annex, 507 South Maine Street, Fallon, NV. However the location might be adjusted to the Churchill County Library based on COVID restrictions.

## **OLD BUSINESS**

**Library Marketing and Publicity:** There has been a bevy of online marketing and publicity including a variety of articles in The Fallon Post, a new YouTube channel, social media promotions, etc. An article from the LVN was shared.

## **NEW BUSINESS**

**Review and Adoption of the Monthly Budget Report:** the library is running significantly below budget primarily due to savings from unfilled staff positions. The money that is left unspent at the end of the fiscal year remains within the library silo. As funding for the library comes directly from the ad valorem tax, this money is not available to the general fund. If there was additional funding from the county beyond the ad valorem tax, those unspent monies could be returned to the general fund.

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

**Review and Adoption of Library Gift Fund Report:**

Motion was made to approve the library gift fund report by Marilyn Hedges-Hiller, seconded by Kelli Kelly. All in Favor.

**Review and Possible Action to Approve the Library Video Surveillance Policy.**

Motion was made to approve the library video surveillance policy by Kelli Kelly, seconded by Jo Petteruti. All in Favor.

**Review and Possible Action to Approve the Library Operating Procedures Policy discontinuing overdue fines.**

Motion was made to approve the changes to the library operating procedures policy discontinuing overdue fines by Jo Petteruti, seconded by Kelli Kelly. Motion passes. Marilyn Hedges-Hiller abstained.

**Action to Approve Election of Officers.**

Motion was made to approve the slate of officers: Chair Marilyn Hedges-Hiller, Vice Chair Bill Williams, Secretary Kelli Kelly by Jo Petteruti, seconded by Bill Williams. All in Favor.

**Public Comment:** None

**Adjournment:** 3:57 pm

Respectfully submitted,



Kelli Kelly  
June 26, 2020