

CHURCHILL LIBRARAY ASSOCIATION
MEETING MINUTES
February 27, 2023

1. Call to Order

The monthly meeting of the Churchill Library Association was called to order by President Zip Upham at 4:20 p.m. on February 27, 2023 at the Churchill County Library Annex located at 507 S. Maine Street, Fallon NV.

2. Pledge of Allegiance

3. Roll Call

Board members present were Zip Upham, Jo Petteruti, Becky Taylor, Jaime Shafer, and Terry Mackedon. Also present were Library Director Carol Lloyd, and Bookkeeper Janeen Malkovich.

4. Public Comment

None.

5. Verification of the posting of the agenda

Agenda was posted by Carol Lloyd as required by statute.

6. Approval of agenda as submitted or revised

No revisions were noted. Jo Petteruti moved to approve the agenda as submitted, Jaime Shafer seconded. Motion carried.

7. Approval of the meeting minutes from January 23, 2023

No revisions were noted. Terry Mackedon moved to approve the minutes of January 23, 2023 as submitted, Jaime Shafer seconded. Motion carried.

8. Churchill Library Association Member Reports

Zip Upham, Jo Petteruti, Jaime Shafer and Terry Mackedon attended the Library Volunteer Appreciation Reception held on February 2, 2023.

9. Library Director's Report

- Author Michael Branch of *On The Trail Of The Jackalope* event that was set for Saturday, February 25, 2023 at the Oats Park Arts Center was canceled due to bad weather in Reno and parts north of there. This was the second time the event had to be canceled. The new date is Saturday, May 20, 2023 in the main gallery at the Arts Center and all are encouraged to attend. Carol Lloyd and Jo Petteruti won't be attending due to previous commitments. The event is funded through the Nevada Humanities program and a postponement within the same fiscal

year should not jeopardize that funding.

- Two state park passes are available for check out at the Library which provides free entrance to any state park. Other fees such as camping must still be paid by the visitors.
- Art exhibit in the Library – photographs of Nevada State Parks in conjunction with the state park pass program provided by Churchill County Museum will be on display until June.
- Empty Bowls event - Set for Sunday, April 16, 2023 from 12 noon – 3 p.m. in the Library. Bowls are already accumulating. More coordination will be done for soup donations this year.

Set the date and time of next regular CLA meeting:

The next meeting date was set for Monday, March 20, 2023 but not enough members were available for that date. The new next meeting date is now scheduled for Monday, March 27, 2023 at 4:15 p.m. in the Library Annex at 507 S. Maine Street, Fallon, NV.

OLD BUSINESS

1. Update on items related to the administration of the CLA. Follow-up still being attempted with the Secretary of State's office. Terry offered to contact someone she knows there in an effort to help resolve this one last item.
2. Update and any action related to the Empty Bowls project. No funding is needed. The fliers are ready to go. Last year the students did all of the set-up and breakdown, which they will do again this year. Jo Petteruti will be at the door collecting the donations (cash and goods). Jaime Shafer said they dropped off 40 – 50 bowls so far at the Library, and she's expecting 200 – 250 bowls in total this year, up from about 150 last year. Spoons will be acquired from the Stuff N' Such Thrift Store. Water and napkins will be provided by the Library. Food and hygiene donations are starting at the high school which are used to restock the Karma box run by the Chamber of Commerce. The Karma box is part of the Empty Bowls project, with hygiene products being the most needed.
3. Update and any action related to the SRP Carnival. Date set for Saturday, June 3, 2023 from 10 a.m. - 2 p.m. Becky Taylor and Children's Librarian J Hodnett will coordinate running the event. Some funding may be required from CLA for book purchases and expenses. Becky Taylor found a circus performer from Reno who is building a package of children's performances for ages 10 and under. She is also looking at a potential juggler and is waiting on prices from both. A food truck is still being sought. Wild West Burgers passed on the event this year. Maine Street Cafe has a truck in progress which be ready in time, also Mendoza's has one. No dunk tank or snow cone machine this year. Otter pops instead, and we will still have the cotton candy machine. Each attendee will receive a free drink and treat ticket, and can then purchase more after that. Zip Upham will be the Master of Ceremonies again. EZ-Up tents are needed again too if anyone has one. No action needed at this time.
4. Update and any action related to the Books, Bites and Beverages event, A Literary Adventure set for Friday, August 11, 2023. Terry Mackedon suggested we start working on the books to select. Carol Lloyd said she will help as much as she can until she retires on May 1, 2023. She has documentation on all that has been done for this event in past years. Terry Mackedon, Jo Petteruti and Linda Miller will co-chair and will meet with Carol Lloyd soon. No action needed at this time.

NEW BUSINESS

1. Action to approve the monthly financial report. Thank you letters are now being sent to donors as Carol receives their donations throughout the year, with the exception of two donors making monthly donations who will receive annual thank you letters. Jo Petteruti moved to approve the monthly financial reports, Becky Taylor seconded. Motion carried.
2. Action to approve CLA Bylaws. Carol is still bringing them up-to-date, redlining her suggestions for review at the next meeting. Tabled for now, and it will be moved to Old Business on the next agenda.
3. Action to approve \$5,000 limit on the credit card and designate President and Treasurer of CLA, and Library Director as authorized users. We will have greater protections with a credit card instead of a debit card, especially for online purchases such as with Amazon. Carol will review the processes with her replacement. The board will be responsible for reviewing all purchases and the statements must be forwarded to the board's bookkeeper Janeen Malkovick to be included with the board's packets. The board originally requested a credit card, but the last treasurer went with a debit card as an easier choice. Jaime Shafer moved to approve the \$5,000 credit card limit and the authorized users as stated, Becky Taylor seconded. Motion carried.
4. Action to terminate use of the debit card held with First Independent Bank Account. Jo Petteruti will return the debit card to the bank so that they know the card is no longer active. Terry Mackedon moved to terminate use of the debit card, Jaime Shafer seconded. Motion carried.

Public Comment

None

Adjournment. 4:53 p.m.

Respectfully submitted, Jo Petteruti