

June 22, 2023

The Churchill County Library Board of Trustees held a public meeting on Thursday June 22, 2023, at the Churchill County Administration Building, Commissioner's Chambers, 155 N. Taylor Street, Fallon, NV. The meeting was scheduled to begin at 3:00pm.

REGULAR AGENDA ITEMS

1. Call to Order: Kelli Kelly @ 3:04pm

2. Pledge of Allegiance

3. Public Comment?

Pam Moore brought attention to the new equipment that has been installed in the Commissioner's Chambers. She also noted that Matt from SoSu.TV (Reno) is present to help handle any issues that may come up with the equipment.

4. Roll Call of Members:

Present were: Trustees Kelli Kelly, Jo Petteruti, Ashlee McGarity, and Tara Price Gritzmacher; Library Director C.L. Quillen; and Deputy District Attorney Jeff Weed

Absent was: Trustee David Brakebill

5. Verification of the posting of the agenda: Verified by Library Director C.L. Quillen

6. Consideration and possible action – Approval of agenda: Revision: none

A motion was made to approve the agenda as presented by Jo Petteruti, seconded by Ashlee McGarity. All in favor.

7. Consideration and possible action – Approval of minutes: Revision: none

A motion was made to adopt the minutes from the May 25, 2023 regular meeting as submitted by Jo Petteruti, seconded by Tara Price Gritzmacher. All in favor.

8. Board of Trustees Report

Kelli Kelly is enjoying leisure reading and has signed up for the summer reading program. Her favorite part is that she can get a book every time she goes into the library and shows that she's read a book.

Jo Petteruti helped with the carnival for the summer reading program. Becky did a good job as always.

Tara Price Gritzmacher also helped with the summer reading program carnival and had a great time. She signed her child up for the program as well.

9. Library Directors Report

- Library Park Pass Exhibit – Churchill County Museum – There have been 27 pass checkouts since June 15th. This was the most checkouts in the entire Co-Op. This program has been very successful and will continue.

- June 3, 2023 (Saturday) - Summer Reading Program (SRP) Kickoff – The kickoff carnival. Director Quillen reiterated that the program is not just for kids, adults are encouraged to participate as well. Any reading counts!
The carnival had about 225 people in attendance. Today, there are kids having fun with an illustrator and some live bunnies.
- August 11, 2023 (Friday) – Books, Bites, and Beverages – Annual Library fundraiser – Great giveaways are being gathered.
- Statistics
- Update: ByWater: There was a small issue regarding checking items in and out through the system tomorrow, but Director Quillen and library staff will be able to work through it. They finally received information needed to make sure self-check will work on transition to the new ILS. At Kelli Kelly's request, Director Quillen confirmed that the date the library will be closed for the transition is Saturday, June 24th. Kelli Kelly also jokingly mentioned, on behalf of absent David Brakebill, "I knew this was going to happen. It happens every time."
- Legal Kiosk – The kiosk was included in the newspaper article about Director Quillen. Director Quillen has been advertising the kiosk at every opportunity. Jo Petteruti mentioned that she saw that this kiosk is 1 of 22 to be available throughout Nevada. Brochures will be built to share with the community.
- Creative Bug – Craft videos, patterns, challenges, etc. will be available to patrons starting in July. Online program accessible through the library website.
- Dolly Parton's Imagination Library – A United Way representative visited the library this month in efforts to get this program up and running in the community this year.
- Program challenges vs. Materials challenges – Director Quillen noted that the library currently has a policy and process in place for materials challenges, but not for program challenges. She'd like to work on a more comprehensive challenge policy to include both materials and programs instead of having two separate policies. She also recommended that the reconsideration form be removed from online and making it accessible by request only or in person.

Kelli Kelly noted that while we haven't had any issues with program challenges locally, there have been some in communities close by, so it is something we should be proactive about as a board. She also said that her initial opinion is that we keep the two policies separate so that they are easier to update or amend as needed. She recommended that Director Quillen research policies in use in other libraries and work with Deputy DA Jeff Weed towards a policy that makes sense for our community. Director Quillen and Deputy DA Weed are in agreement.

- Churchill County Management Training – July 11, 12, 25, and 26 in Fernley. Director Quillen will attend to ensure she is familiar and compliant with the Churchill County and Nevada laws and policies.
- Nevada Library Co-Op Leadership Retreat – August 8-10 in Ely. Grant funded

- Association for Rural and Small Libraries Conference – September 19-24 in Wichita, KS.
- Tech Grant – Applied for and received \$6,000 grant to expand computer classes, and upgrading other tech.

Next Board Meeting

The next board meeting will be held Thursday July 27, 2023 at 3pm in the Churchill County Administration Building 155 N. Taylor Street, Commission Chambers.

OLD BUSINESS

1. **Consideration and possible action re – Action to approve Library Director’s Outside Employment** – Consultation fee, \$100 stipend, for feedback re: Building Successful Collaborations with Communities Pilot class for the National Network of Medicine. A motion was made to approve the Library Director’s outside employment by Tara Price Gritzmacher, seconded by Ashlee McGarity. All in favor.

NEW BUSINESS

1. **Consideration and possible action – Action to approve monthly budget report for May 2023.** Note: Jo Petteruti asked about page 4. There are utility items for the Library Annex. Kelli Kelly asked for clarification on whether half of the Annex is used by other County departments, which Director Quillen confirmed. Kelli Kelly commented that considering that other departments are using the Annex as well, they should be covering their share of the utility costs. Director Quillen will be discussing this with the comptroller and looking further into the issue. Additionally, the budget request submitted to the County has been approved with no changes needed.
A motion was made to approve the monthly budget report as presented by Jo Petteruti, seconded by Tara Price Gritzmacher. All in favor.
2. **Consideration and possible action – Action to approve the Library Gift Fund.** Note: Not reflected is the action made at a previous meeting to move funds to Libby/Overdrive for materials, leaving a zero balance in the Gift Fund.
A motion was made to approve the Library Gift Fund as presented by Ashlee McGarity, seconded by Tara Price Gritzmacher. All in favor.
3. **Information only: Online Trustee Training**
Online training is available for trustees to complete on their own time. Director Quillen has enrolled all board members who should see access information in the coming days.

Public Comment – None

Adjournment: Kelli Kelly, 3:42pm

Respectfully submitted,

Ashlee McGarity
July 12, 2023