



**CHURCHILL COUNTY
LIBRARY BOARD OF TRUSTEES
CHURCHILL COUNTY, NEVADA**

155 N. Taylor Street, Suite 110

Fallon, Nevada 89406

(775) 423-4092

Fax: (775) 423-7069

E-mail: pam.moore@churchillcountynv.gov

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

AGENDA

PLEASE POST

PLACE OF MEETING: Churchill County Administrative Complex, 155 N. Taylor Street,
Commission Chambers, Fallon, Nevada 89406

DATE & TIME: June 13, 2024 at 4:00 PM

TYPE OF MEETING: Special Library Board of Trustees Meeting

Notes:

- I. These meetings are subject to the provisions of 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. The Library Board of Trustees may act upon Agenda items 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. A uniform time limit of 3 minutes will be imposed upon matters devoted to public comment.***
- V. Any statement made by a member of the Library Board of Trustees during the public meeting is absolutely privileged.***
- VI. All persons participating in the meetings are put on notice that an audio and/or video recording is made of these meetings.***

AGENDA:

- 1. Call to Order.**
- 2. Pledge of Allegiance.**
- 3. Public Comment.**
- 4. Roll call of members.**

race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies or complaint filing deadlines vary by program or incident. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible agency [(775)423-4092] or USDA's TARGET Center at (202)720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800)877-8339. Additionally, program information may be available in languages other than English. To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at: http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the Complaint Form, call (866)632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2. Fax: (202)690-7442; or
3. Email: program.intake@usda.gov.

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, previous Agendas, or Minutes are available by requesting a copy from the Clerk's office, 775-423-4092. During the meeting, there will be one copy available for public inspection. Additional copies are available by making the request from the Clerk's office. You are entitled to one copy of the supporting materials free of charge.*



Churchill County Agenda Report

Date Submitted: June 6, 2024

Agenda Item #: 7.A.

Meeting Date Requested: June 13, 2024

To: Library Board of Trustees

From:

Subject Title: Consideration and possible action re: Job offer to Carol Lloyd for the position of Library Director for the Churchill County Library at an advanced step placement of step 13, with a starting date of June 17, 2024.

Type of Action Requested: Accept

Does this action require a Business Impact Statement? No

Recommend Board Action: motion to extend a job offer to Carol Lloyd for the position of Library Director for the Churchill County Library at an advanced step placement of step 13, with a starting date of June 17, 2024.

Discussion: The Library Director position for the Churchill County Library is currently vacant. On June 6, 2024, the Churchill County Board of Commissioners adopted Resolution 10-2024, a resolution designating the Library Director position to be a position for which there is a critical labor shortage and a critical need position. The critical needs designation cannot be for a period of more than 2 years unless it is redesignated by the Board of Commissioners. Pursuant to NRS 379, the Library Board of Trustees appoints the Library Director. If the Board of Trustees appoints Carol Loyd as the Library Director, it is anticipated that she will perform the duties of the Library Director and assist in the search for a new Library Director.

Alternatives: N/A

Fiscal Impact: Step 13 of the Library Director position has a salary of \$121,555.20.

Explanation of Impact: Step 13 of the Library Director position has a salary of \$121,555.20.

Funding Source: General Fund.

Prepared By: Jeff Weed, Deputy District Attorney - Civil

Reviewed By:

Jeff Weed, Deputy District Attorney - Civil

Date: June 10, 2024

The submission of this agenda report by county officials is not intended, necessarily, to reflect agreement as to a particular course of action to be taken by the board; rather, the submission hereof is intended, merely, to signify completion of all appropriate review processes in readiness of the matter for consideration and action by the board.



Churchill County Agenda Report

Board Action Taken:

Motion: Approve

- | | |
|---------------------------|---------------|
| 1) <u>Tara Price</u> | <u>Aye: 4</u> |
| 2) <u>Ashlee McGarity</u> | <u>Nay: 0</u> |

Pamela J. Moore

(Vote Recorded By)

The submission of this agenda report by county officials is not intended, necessarily, to reflect agreement as to a particular course of action to be taken by the board; rather, the submission hereof is intended, merely, to signify completion of all appropriate review processes in readiness of the matter for consideration and action by the board.

Churchill County Library Board of Trustees:

Given recent events which finds the Churchill County Library without a Director, I am willing to return as Interim Director to provide direction and stability as positions are filled and procedures evaluated to ensure a positive library experience to Churchill County residents.

Thank you,
Carol Lloyd



Public Employees Retirement System of Nevada
693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
5740 S. Eastern Ave. Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
Toll Free 1-866-473-7768 Website: www.nvpers.org Email: nvpers@nvpers.org

Critical Need Position Designation Form

Reemployment of a retired public employee pursuant to NRS 286.523 is limited to positions of extreme need. An employer who desires to employ a retired public employee to fill a position for which there is a critical labor shortage must make the determination of reemployment based upon appropriate and necessary delivery of services to the public. The critical need designation must be made by the designating authority of the agency in an open meeting. The designated authority shall not designate a position for more than 2 years. To be redesignated, the designating authority must consider and make new findings in an open public meeting as to whether the position continues to meet the criteria established by law. PERS will compile the forms received from each designating authority and provide a biennial report to the Interim Retirement and Benefits Committee (IRBC) of the Legislature.

Agency Contact: _____ Agency Phone: _____

Agency Name: _____

Critical Need Position Title: _____

Effective Date of Critical Need Designation: _____

In an open meeting the designating authority shall make findings based upon the below criteria that supports the designation using this form provided by PERS. Before making a designation, the designating authority shall consider all efforts made by the public employer to fill the position through other means. The written findings to be made by the designating authority must include:

History of the rate of turnover for the position: _____

Number of openings for the position and the number of qualified candidates for those openings after all other efforts of recruitment have been exhausted: _____

Length of time the position has been vacant: _____

Difficulty in filling the position due to special circumstances, including special education or experience required for the position: _____

History and success of the efforts to recruit for the position, including advertising, out-of-state recruitment and all other efforts made (include copies of advertising or electronic recruitment notices, specifying targeted geographic areas): _____

RESOLUTION NO. 10-2024

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CHURCHILL COUNTY DESIGNATING THE CHURCHILL COUNTY LIBRARY DIRECTOR POSITION TO BE POSITION FOR WHICH THERE IS A CRITICAL LABOR SHORTAGE AND A CRITICAL NEED POSITION.

WHEREAS, the Churchill County Library does not currently have a Library Director;
and

WHEREAS, the previous Library Director was employed as Library Director for just over one year; and

WHEREAS, there is one opening for the Library Director position with no current candidates unless the Library Director Position is designated a critical need position; and

WHEREAS, the Library Director position has been vacant since May 31, 2024; and

WHEREAS, the Library temporarily closed on May 31, 2024, and due to lacking qualified leadership the delivery of library services to the public is impaired until the position is filled; and

WHEREAS, the Library Director position requires special education and experience, including a master's degree in library science, to administer all functions of the Library; and

WHEREAS, the recruitment by a public board is necessarily lengthy and filling the position in the interim is necessary to deliver service to the public; and

WHEREAS, the last recruitment effort resulting in filling the Library Director position was conducted nationwide and required several months to recruit eligible candidates; and

WHEREAS, Special skill and knowledge is required for the recruitment of a permanent Library Director and recruitment would be hampered unless the Library Director position is designated a critical need position; and

WHEREAS, NRS 286.523(4)(f) authorizes the Churchill County Board of Commissioners to designate positions with the local government for which there are critical labor shortages in an open public meeting; and

WHEREAS, the Churchill County Board of Commissioners has considered all efforts made to fill the position through other means; and

WHEREAS, Churchill County desires to hire a retired public employee due to the position of extreme need to keep the Library open and to recruit and hire a new Library Director.

NOW, THEREFORE, BE IT RESOLVED by the Churchill County Board of Commissioners that the Churchill County Library Director position is designated as a position for which there is a critical labor shortage and a critical need position. The Churchill County Board of Commissioners makes the following findings, which shall be included in the Critical Need Position Designation Form and submitted to the Public Employee's Retirement System in accordance with NRS 286.523:

1. The previous Library Director was employed as Library Director for just over one year; and
2. There is one opening for the Library Director position with no current candidates unless the Library Director Position is designated a critical need position; and
3. The Library Director position has been vacant since May 31, 2024; and
4. The Library temporarily closed on May 31, 2024, and due to lacking qualified leadership the delivery of library services to the public is impaired until the position is filled; and
5. The Library Director position requires special education and experience, including a master's degree in library science, to administer all functions of the Library; and
6. The recruitment by a public board is necessarily lengthy and filling the position in the interim is necessary to deliver service to the public.
7. The last recruitment effort resulting in filling the Library Director position was conducted nationwide and required several months to recruit eligible candidates; and

8. Special skill and knowledge is required for the recruitment of a permanent Library Director and recruitment would be hampered unless the Library Director position is designated a critical need position.

This Resolution shall be effective on the 6th day of June, 2024.

PROPOSED AND ADOPTED this 6th day of June, 2024.

THOSE VOTING AYE: Myles Getto
 Harry "Bus" Scharmann
 Justin Heath

THOSE VOTING NAY: N/A

CHURCHILL COUNTY BOARD OF COMMISSIONERS



Myles Getto, Chairman

ATTEST:



Deputy Clerk to the Board

Pam Moore

From: Katelynn Hansen <katelynn120@gmail.com>
Sent: Thursday, June 13, 2024 7:27 AM
To: Pam Moore
Subject: Public comment—library board meeting 6/13

Caution: This email originated from outside of the Churchill County organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact your IT Department.

Dear Board of Trustees,

Thank you for making a decision that has allowed the library to reopen and function again. Even with limited staff and limited hours, the atmosphere within the library has dramatically changed for the better. It is clear that staff are supported by the interim director and they have been given the opportunity to excel.

The summer reading program has been very successful so far and it's only been going for two weeks. The kick off party was well attended and everyone had a good time. The Ag Wagon was at the library the day it reopened and many people came to explore it. On Friday, the library there were several families attending the STEAM program. There were more people in attendance than I have seen in several months. The owl presentation put on by NDOW this week was extremely well attended. The library was busier than I have ever seen. And although there was only three staff members in the building, plus the interim director, the staff were cheerful and able to efficiently help every patron. There was a very long line at the desk signing up for the Summer Reading Program, lots of people that needed help checking out books, and tons of books that were being returned. The staff was able to step up and perform as a great team.

The support the staff has received from Mel Glover and the interaction he has had with the patron has filled a hole that's been missing in the library for too long. Mel has gone above and beyond as an interim director. He has been present and engaged during story time and he has even cleaned the kids scissors and gotten all the gunk off of them. He has helped run errands and deposited cash. He has made more personal connections with patrons in the week and a half than the previous director ever did.

The emails that having been sent have been very informative. All the information about the coming week, including hours open and summer reading program activities, is all in one place and come right to your inbox. This system should have been utilized long ago. It would have saved a lot of patrons from showing up at the library when it was closed. Keeping patrons informed about what is happening in the library is extremely important and I'm very happy to see these emails are doing just that.

Overall I am very pleased by how well the library has been run in the last week and a half. I have seen more people gathered in conversation at the library in the last several days than I have in a very long time. It has been a joy to be in the library. My family and I have been missing it and it's so good to be back.

Katelynn Hansen

CHURCHILL COUNTY
LIBRARY BOARD OF TRUSTEES MEETING
JUNE 13, 2024

ATTENDANCE SIGN IN SHEET

PURSUANT TO CHAPTER 241 OF THE NEVADA REVISED STATUTES (OPEN MEETING LAW), A WITNESS WHO IS TESTIFYING BEFORE THE LIBRARY BOARD OF TRUSTEES IS ABSOLUTELY PRIVILEGED TO PUBLISH DEFAMATORY MATTER AS PART OF A PUBLIC MEETING, EXCEPT THAT IT IS UNLAWFUL TO MISREPRESENT ANY FACT KNOWINGLY WHEN TESTIFYING BEFORE THE BOARD. ANY PERSON DESIRING TO TESTIFY MUST BE SWORN IN AS A WITNESS.

PRINT NAME	AGENDA ITEM	TESTIFYING YES OR NO
Mel Glover	-	open
Kate Lynn Hansen		maybe
Anne McMillin		
Chris Spross		
Jo Petteruti		
Ashlee McGarity		
Jessica Rowe		
Tara Price-Gritzmacher		
Jeff Weed		
Pam Moore		

I UNDERSTAND THAT IF I TESTIFY BEFORE THE BOARD OF LIBRARY TRUSTEES THAT I AM UNDER OATH AND THE PAINS AND PENALTIES OF PERJURY.

WiFi Password: ChurchillCounty