

Library Board of Trustee  
Meeting Minutes

DATE: January 26, 2016  
TIME: 5:15 P.M.  
PLACE: White Pine County Library  
Ely, Nevada

CALL TO ORDER

Library Trustee Vice-Chairperson, Wilda Garber called the meeting to order at 5:20 P.M. Tuesday, January 26, 2016 at the County Library.

ROLL CALL

Those present were Sandra Robertson, Wilda Garber, Diane Hansen, Amy Sorensen, Mike Coster Commission Liaison and Lori Romero, Director. Leigh McOmber was absent.

MINUTES of December 8, 2015 were approved. Diane Hansen made the motion to approve the minutes with the corrections. Amy Sorensen seconded the motion. Approved.

CORRESPONDENCE

None

ADMINISTRATION AND STAFF REPORTS

Monthly Statistics

Mrs. Romero presented December statistics. Amy Sorensen stated they have had problems with the e-books. She stated they are not getting the full book. Mrs. Romero said she would follow-up on the problem.

There was discussion on the requirement of having a hard copy encyclopedia in the reference collection. Mrs. Romero responded this item is still in discussion at the State Library.

FY 2015-2016

Mrs. Romero presented the budget spreadsheet. It was noted the year is 50% over and there is not budget concerns at this time.

Update on Library Expansion Project

Mrs. Romero stated the notice to proceed was awarded in December. Construction started on January 20, 2016. Mrs. Romero stated she is working on a display about the expansion with all the information the public is interested in. Completion of the restrooms is projected to be mid-March.

Amy Sorensen inquired if there would be funding for re-carpeting of the whole building. Mrs. Romero explained there is a contingency fund but that can't be touched until the end of the project and there are several things that money could be used for. Amy inquired if it would be alright if she raised the funds for carpeting. Mrs. Romero

stated that would be an option. She stated there are hopes of getting new carpet in different areas of the library that are in very bad condition.

#### Report on Grants & Fundraisers

Mrs. Romero presented a written report. She explained she prepares a written report for the County Commission every quarter and if the Trustees would like she can give them the same report every quarter as well. It was the consensus for Mrs. Romero to present a report quarterly as she does for the County Commission.

An application was submitted to Great Basin Heritage Area Partnership for \$1,500 to complete funding for the microfilm project. This will be on the February agenda for ratification.

#### DISCUSSION/ACTION

##### 1. Approval of Chairperson and Vice-Chairperson

Diane Hansen made the motion for Leigh McOmber to be Chairperson. Amy Sorensen seconded the motion. All Approved.

Diane Hansen made the motion for Wilda Garber to be Vice-Chairperson. Sandra Robertson seconded the motion. All Approved.

##### 2. Library Board of Trustee Evaluation

Mrs. Romero referred to the email from County Clerk Nicole Baldwin in regards to the boards' evaluation to be submitted to the Board of County Commissioners as part of the new County Board Policy. A draft was made available for the Trustees to work from in completing their evaluation. Commissioner Coster suggested the Trustees include how many meeting during the year were held and if there was a quorum. Amy Sorensen suggested including the Summer Reading Program in the paragraph about programming. It was also suggested to move the last paragraph to be the second paragraph. Amy Sorensen made the motion to approve the Library Board of Trustees evaluation with the changes and additional information to be submitted to the Board of County Commissioners. Sandra Robertson seconded the motion. All Approved.

##### 3. FY 2016-2017 Budget

Mrs. Romero stated she prepared the budget the same as last year. The only increase is \$1000 in the book fund. Amy Sorensen inquired why the second page position wasn't requested in the budget. Mrs. Romero expressed concerns about the upcoming budget process and that we will probably be doing good to keep the employees we have. Commissioner Coster contributed information regarding the County revenues and expenses the County is facing with the jail, courthouse security and the airport. Sandra Robertson made the motion to approve the FY 2016-2017 County Library budget to be submitted to the Board of County Commissioners. Diane Hansen seconded the motion. All

Approved.

APPROVAL OF VOUCHERS

Vouchers were signed and approved in the amount of \$4,430.80 for December 2015 and January 2016. Diane Hansen made the motion. Amy Sorensen seconded the motion. All approved.

PUBLIC COMMENT:

ADJOURNMENT: Meeting was adjourned at 6:15 PM. Amy Sorensen made to motion. Sandra Robertson seconded the motion. All approved.

Approved:

Respectfully Submitted:

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Board of Trustee Chairperson

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Lori Romero