

Library Board of Trustee
Meeting Minutes

DATE: February 23, 2016
TIME: 5:15 P.M.
PLACE: White Pine County Library
Ely, Nevada

CALL TO ORDER

Library Trustee Chairperson, Leigh McOmber called the meeting to order at 5:20 P.M. Tuesday, February 23, 2016 at the County Library.

ROLL CALL

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

PUBLIC COMMENT

None

MINUTES of January 26, 2016 were approved. Amy Sorensen made the motion to approve the minutes. Sandra Robertson seconded the motion. Approved. Leigh McOmber abstained.

CORRESPONDENCE

None

ADMINISTRATION AND STAFF REPORTS

Monthly Statistics

Mrs. Romero presented January statistics.

FY 2015-2016

Mrs. Romero presented the budget spreadsheet. It was noted the year is 67% over and there are no budget concerns at this time.

Update on Library Expansion Project

Drywall is ready for painting on the wall to the Children's Section of the library. Drywall is being hung in the restrooms and demolition has begun on the outside wall in the existing conference room. There is talk of replacing the wood paneling in the entrance instead of putting in new light fixtures. The hope is to have the main entrance and restrooms open to the public by the end of the first week of March.

DISCUSSION/ACTION

1. Approval of Ratification of Great Basin Heritage Area Partnership Grant Application

Mrs. Romero explained the grant is a quick grant for \$1,500 with a dollar for dollar match to be used to purchase the microfilm equipment. There would still be \$790 balance for the \$12,290 project and the County

Assessor has committed to contribute the \$790 if the Great Basin Heritage Area Partnership Grant was approved. The \$1,500 match would come from the E.L. Cord Foundation grant. Diane Hansen made the motion to approve the ratification of the Great Basin Heritage Area Partnership Grant application in the amount of \$1,500 with the dollar for dollar match coming from the E.L. Cord Foundation for the microfilm equipment. Sandra Robertson seconded the motion. All Approved.

2. Acceptance of the Great Basin Heritage Area Partnership Grant

Mrs. Romero stated the grant has been awarded in the amount of \$1,500 with a dollar for dollar match for the microfilm equipment. The match will come from the E.L. Cord Foundation. The \$790 commitment from the Assessor's Office will complete the needed funding to purchase the microfilm equipment. Sandra Robertson made the motion to accept the Great Basin Heritage Area Partnership grant in the amount of \$1,500 with the dollar to dollar match of \$1,500 coming from the E.L. Cord Foundation. Amy Sorensen seconded the motion. All Approved.

3. Written Statement from the Secretary of State regarding Annual Financial Disclosure Forms

Mike Wheable, District Attorney requested the Library Board get a written statement from the Secretary of State stating the Library Trustees did not need to file an annual financial disclosure form. Amy Sorensen stated she had contacted someone with the election committee in Carson City. They told her since the Trustees are not compensated and do not run for election they didn't need to file the financial disclosure form. Amy stated she thought she had the contact name in her email and would follow through with this if that was agreeable to the other Trustees. Amy Sorensen made the motion to get a written statement from the Secretary of State regarding the no need for library trustees to file an annual financial disclosure form. Diane Hansen seconded the motion. All Approved.

4. Printing, Scan, Copy and Fax Policy

Mrs. Romero explained this policy would allow for charging for scanning and increase the color printing from .25 to .50 per print. The demand for scanning of materials has increased to the point it warrants a fee for the service to help cover the staff time involved. This policy replaces the Fax Policy and place all fee services under one policy. Diane Hansen made the motion to approve the Printing, Scan, Copy and Fax Policy. Sandra Robertson seconded the motion. All Approved.

5. Revised Internet Policy

Mrs. Romero stated the Internet Policy had to be updated to include the color printing cost change and that was the only change made to the policy. Sandra Robertson

made the motion to accept the revised Internet Policy.
Amy Sorensen seconded the motion. All Approved.

APPROVAL OF VOUCHERS

Vouchers were signed and approved in the amount of
\$3,018.30 for February 2016. Amy Sorensen made the motion.
Diane Hansen seconded the motion. All approved.

PUBLIC COMMENT:

None

ADJOURNMENT: Meeting was adjourned at 6:10 PM. Amy
Sorensen made the motion. Diane Hansen seconded the
motion. All approved.

Approved:

Respectfully Submitted:

Board of Trustee Chairperson

Lori Romero