

**Library Board of Trustee
Meeting Minutes**

DATE: February 13, 2018
TIME: 5:30 P.M.
PLACE: White Pine County Library
Ely, Nevada

CALL TO ORDER

Library Trustee Diane Hansen called the meeting to order at 5:35 P.M. Tuesday, February 13, 2018 at the County Library.

ROLL CALL

Those present were Diane Hansen, Andy Britton, Bruce Eldridge, Kathy Brumley, Sandra Robertson (5:40) and Director Lori Romero. Commission Liaison Steve Stork was absent.

PUBLIC COMMENT

None

Minutes of December 12, 2017 were approved. Andy Britton made the motion to approve. Bruce Eldridge seconded the motion. All approved. Kathy Brumley abstained.

CORRESPONDENCE

None

ADMINISTRATION AND STAFF REPORTS

Monthly Statistics

Mrs. Romero presented December and January statistics. The circulation report was not available.

FY 2017-2018 Budget

Mrs. Romero presented the budget spreadsheet. It was noted 58% of the year is over.

DISCUSSION/ACTION

1. Discussion/Action/Possible Approval of Chairman and Vice-Chairman for the Library Board of Trustees

Sandra Robertson made the motion to appoint Diane Hansen as Chairman for the Library Board of Trustees. Bruce Eldridge seconded the motion. All approved.

Andy Britton made the motion to appoint Bruce Eldridge as the Vice-Chairman for the Library Board of Trustees. Sandra Robertson seconded the motion. All approved.

**2. Discussion/Action/Possible Approval to Accept 2017
Community Enrichment Cycle 2 Funds in the Amount of
\$2,000 with no Match**

Mrs. Romero reminded the Trustees this LSTA Community Enrichment Cycle 2 application was for the digital bulletin board, binding machine and the portable PA system. Kathy Brumley made the motion to accept the 2017 Community Enrichment Cycle 2 funds in the amount of \$2,000 with no match. Andy Britton seconded the motion. All approved.

**3. Discussion/Action/Possible Approval of Library Board
of Trustees Annual Evaluation to be Submitted to the
Board of County Commissioners**

Mrs. Romero presented a draft for the Trustees. She explained the annual evaluation is a summary of the year to inform the Commissioners on accomplishments, challenges or ongoing projects the board is working on. Andy Britton made the motion to approve the Library Board of Trustees Annual Evaluation to be submitted to the Board of County Commissioners as presented. Sandra Robertson seconded the motion. All approved.

**4. Discussion/Action/Possible Approval of FY 2018-2019
County Library Budget to be Submitted to the Board of
County Commissioners**

The budget schedule and draft budget was presented to the Trustees. Mrs. Romero went through the budget explaining each section. Andy Britton inquired if there were funds to provide early literacy programs and the purchase of audio books. Mrs. Romero referred to grant funds for early literacy programs and library materials funds include audio books. Diane Hansen responded there is audio books for downloading on the 3M site as well. Kathy Brumley made the motion to approve the FY 2018-2019 County Library budget as presented to be submitted to the Board of County Commissioners. Sandra Robertson seconded the motion. All approved.

APPROVAL OF VOUCHERS

Vouchers were signed and approved in the amount of \$3,464.45 for December 2017. Bruce Eldridge made the motion. Andy Britton seconded the motion. All approved. Vouchers were signed and approved in the amount of \$6,583.68 for January 2018. Sandra Robertson made the motion. Bruce Eldridge seconded the motion. All approved.

PUBLIC COMMENT:

Andy Britton spoke of meeting at GBC regarding courses to be offered to high school students and adults for job skills such as welding, electrical and mechanics. He inquired if the library might be able to help with supplement materials for such courses. Mrs. Romero responded definitely and it might be possible to get supplement materials on consignment from the GBC library in Elko.

ADJOURNMENT: Meeting was adjourned at 6:25 PM. Bruce Eldridge made the motion. Kathy Brumley seconded the motion. All approved.

Approved:

Respectfully Submitted:

Board of Trustee Chairperson

Lori Romero