

**Library Board of Trustee
Meeting Minutes**

DATE: July 14, 2020
TIME: 5:30 P.M.
PLACE: White Pine County Library
Ely, Nevada

CALL TO ORDER

Library Trustee Sandra Robertson called the meeting to order at 5:35 P.M. Tuesday, July 14, 2020 at the County Library.

ROLL CALL

Those present were Kathy Brumley, Diane Hansen, Sandra Robertson, Shadrach Michaels (5:55 pm), and Director Lori Romero. Bruce Eldridge was absent.

PUBLIC COMMENT

Minutes of June 9, 2020 were approved. Kathy Brumley made the motion to approve. Diane Hansen seconded the motion. All approved.

DIRECTOR AND STAFF REPORTS

A. Monthly Statistics

June and yearly statistics were presented. It was noted the 145 figure in the Children's Programs represented the number of STEAM kits checked out.

B. FY 2019-2020 Budget & FY 2020-2021

Lori Romero presented the monthly & yearly revenue and budget spreadsheets. The budget for FY 2020-2021 was presented reflecting the 14% cut in the library budget. Lori Romero reported two contingency plans, one for 10% & 20% reductions are to be developed if necessary to put in place. These contingency plans are in-addition to the 14% reduction.

C. Summer Reading Family Kits

Lori Romero stated a total of 30 different STEAM kits have been created to be checked out from June 15 - July 24, 2020. 145 kits were checked out in June and 67 so far for July. Two family baskets containing games, movie tickets, swimming pool tickets etc. will be put together for the prizes at the end of the program. The staff has been working on additional short programs to keep the children and families engaged with the library.

D. Update on Online Newspaper Project: Ely.advantage-preservation.com

Lori Romero reported the \$2600 LSTA funds and \$1500 GBHAP funds have been spent to complete 1900 to 1930 Ely Times time period online access. Library staff is currently working with Advantage Preservation and Nevada Library Coop on getting the yearbooks moved to the Ely.advantage-preservation.com site.

INFORMATION ONLY: Dolly Pardon's Imagination Library

Shadrach Michaels and Lori Romero will continue to work on finding a local 501 3 (c) organization to partner with and bring more information back in the August meeting. Shadrach Michaels made the motion to table this item. Diane Hansen seconded the motion. All approved.

***DISCUSSION/FOR POSSIBLE ACTION: Review/Possible Approval of FY 2020-2021 10% Budget Reduction Contingency Plan and FY 2020-2021 20% Budget Reduction Contingency Plan**

Lori Romero explained all non-essential departments were required to submit two contingency plans for possible budget reductions if deemed necessary. The 10% budget reduction contingency plan consisted of an additional 10% off the same line items as the 14% reduction was applied. If a 20% budget reduction comes into play Director Lori Romero suggested it come from the book budget. Kathy Brumley made a motion to approval the FY2020-2021 10% and 20% budget reduction contingency plans presented. Diane Hansen seconded the motion. All approved.

***DISCUSSION/FOR POSSIBLE ACTION: Review/Possible Approval of New Internet Safety Policy that Identifies Intent and Purpose of White Pine County Library Compliance with CIPA**

Lori Romero explained a CIPA Policy is a requirement of accepting the E-Rate funding for the fiber connection. The policy has been reviewed and approved by the District Attorney's Office. Adopting the Internet Safety Policy and using Watch Guard software for Internet filtering will make the library CIPA compliant. Shadrach Michaels made the motion to approve the Internet Safety Policy using Watch Guard software for Internet filtering for the purpose of White Pine County Library compliance with CIPA. Kathy Brumley seconded the motion. All approved.

***DISCUSSION/FOR POSSIBLE ACTION: Review/Possible Approval of Revised Internet Access Policy**

Lori Romero explained the wording "All users must comply with the CIPA policy" was added to the Internet Access Policy. Shadrach Michaels made the motion to approve the revised Internet Access Policy with the statement "All users must comply with the CIPA Policy". Diane Hansen seconded the motion. All approved.

***DISCUSSION/FOR POSSIBLE ACTION: Review/Possible Approval to Apply for CARES Funds in the Amount of \$6504 for Proposed Equipment to be installed in the Library Conference Room, Equipment & Filtering Software for Fiber Connection and WIFI Repeater**

Lori Romero stated this is Federal funds funneled down from IMLS to the State Libraries and then to the local level for technology equipment in relation to COVID 19. The CARES ACT funds would be perfect to cover equipment and filtering software to connect to the fiber. The WIFI repeaters will boost the signal to County Park for use by individuals. Diane Hanse made the motion to apply for CARES Funds in the amount of \$6504 for equipment, filtering software for fiber connection and WIFI repeaters. Kathy Brumley seconded the motion. All approved.

***DISCUSSION/FOR POSSIBLE ACTION: Review/Possible Approval to Revise Fee Schedules for Services**

Handouts listing the various services along with the fees were presented to the Trustees. Diane Hansen made the motion to table this item to the next meeting. Kathy Brumley seconded the motion. All approved.

APPROVAL OF VOUCHERS

Vouchers were signed and approved in the amount of \$414.22 for June 9 - July 14, 2020. Diane Hansen made the motion. Kathy Brumley seconded the motion. All approved.

PUBLIC COMMENT:

ADJOURNMENT: Meeting was adjourned at 6:35 PM. Shadrach Michaels made the motion. Diane Hansen seconded the motion. All approved.