

**Library Board of Trustee
Meeting Minutes**

DATE: August 14, 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 5:30 P.M. Tuesday, August 14, 2018 at the County Library.

ROLL CALL

Those present were Kathy Brumley (5:45), Sandra Robertson, Diane Hansen, Bruce Eldridge and Director Lori Romero. Andy Britton and Commission Liaison Steve Stork were absent.

PUBLIC COMMENT

None

Minutes of July 10, 2018 were approved. Sandra Robertson made the motion to approve. Diane Hansen seconded the motion. All approved. Bruce Eldridge abstained.

DIRECTOR AND STAFF REPORTS

1. Monthly Statistics

Mrs. Romero presented July monthly statistics.

2. FY 2018-2019 Budget

Mrs. Romero presented the budget spreadsheet. A monthly revenue report was presented.

3. Update on Programs/Fundraisers

Thursday, August 16th there will be a musical dancing group called "Sockrockz" at 1:30 pm.

Tuesday, September 4th the fall story hour program will begin.

The Used Book Sale held on August 4th raised \$502.40. Mrs. Romero thanked the Trustees who helped with the event.

4. Update on Overdrive, Migration of Polaris (library database), & Content DM

August 4th Overdrive became available to all patrons.

Overdrive is the new service for e-books, playaways, e-magazines, and streaming.

August 8th Lori Romero and Lori Williams attended training for upgrades to the Polaris database via webinar.

August 30th is the target date for the migration of Polaris to the cloud.

TBA Content DM will be moved to the cloud and training will be offered. (Content DM is the software used for hosting the

early newspapers & yearbooks on the Polaris website. With this change staff will be able to upload our own items instead of sending them to the State Library).

5. Report on Internet Sign-in Procedure

Mrs. Romero explained a recent incident that has resulted in the sign-in sheet for the computers being kept behind the front desk. Management software has been explored and has some draw backs as well. Cost to acquire management software would be approximately \$1,000 and a yearly cost of approximately \$200. All options are being explored for handling the signing-in and out for the use of public computers. Mrs. Romero will keep the Trustees informed as a solution is found.

APPROVAL OF VOUCHERS

Vouchers were signed and approved in the amount of \$3,380.19 for July 10 - August 14, 2018. Bruce Eldridge made the motion. Kathy Brumley seconded the motion. All approved.

PUBLIC COMMENT:

None

ADJOURNMENT: Meeting was adjourned at 6:00 PM. Kathy Brumley made the motion. Sandra Robertson seconded the motion. All approved.

Approved:

Respectfully Submitted:

Board of Trustee Chairperson

Lori Romero