

Minutes of the Elko County Library Board

October 21, 2014

**Date, Time,
and Place**

The meeting was called to order on Tuesday, October 21, 2014 at 4:02 pm in the meeting room of the Elko County Library with Lane Diedrichsen presiding.

Attendance

Russ Orr, Wendy McClure-Porter, Lane Diedrichsen, and Lora Minter were present. Commissioner Jeff Williams and Lynne Volpi were unable to attend. Library Director Jeanette M. Hammons was present. Audience: None

**Public
Comment**

There was no public comment.

Minutes

Hammons provided clarification on last month's meeting regarding Tuscarora and the grants. Tuscarora is a non-issue as there is a postal clerk who is willing to continue the library services. The digital picture frames mentioned in the mini grant will be in each library location. They will not be out in area businesses. Library staff will be updating the information on the USB drives as new information is received.

McClure-Porter motioned to approve the September 2014 minutes with a second by Orr. Unanimous, Diedrichsen voted aye. Motion carried.

Claims

Orr motioned to approve the claims from 9/30/14 and 10/14/14 with a second by McClure-Porter. Unanimous, Diedrichsen voted aye. Motion carried.

**Operating
Report**

Programming

September Youth Library Programs:

--13 Story Times: 444
--1 After-School Crafts: 20
--1 Teen Book Club: 9
--1 Homeschool Hour: 41

Library Outreach:

--1 Charter School Story Time: 47

Total for September: 561

Volunteer Hours: 23

AWE Early Literacy Usage (4 computers):

--584 sessions

AWE AfterSchool Edge Usage (2 tablets):

--34 sessions

September Adult Programming

Family History workshop had 8 attendees

Visitors-16,365

Circulation-12,429

Meeting Room-11 meetings with 119 participants

Internet Sessions-1,569

These numbers are just a bit lower than last month because we were closed for the Labor Day.

Staff

- Two staff members are still out on medical issues. One will be returning on Monday, October 27 and the other will be returning **by** next week at the latest.
- We reopened the position for Austin. We hope to interview next week.
- Tuscarora has a postal clerk that has agreed to continue with the library job tasks as well.

Facilities

- West Wendover Branch Library will be closed from today thru next Monday as there was a death in the family and neither of the two subs were available.

Services

- We are working on getting the scanner attached to the ST View computer set up for the public to use to scan documents, pictures, etc. to jump drives or emails.
- West Wendover now has wireless Internet inside the facility.

LSTA Grants

- Mini grant is for digital picture frames to be used as a communication/marketing tool to assist patron's needs in being knowledgeable about what is happening in the community. They will be in the library facilities not in area businesses.
- We are rethinking the competitive grant. It was determined that the grant proposal that was submitted was too extensive for the staff and time and this point. NSLA was informed and we have been tentatively given the go ahead to discuss a different grant.

Collection Development Grant

- The Collection Development grant was written to purchase youth eBooks.

Elko Federal Credit Union

- The current interest rate is still 0.285. I recommend that \$30,000 of the remaining \$36,179.72 be added to the existing CD or to open a second CD with these funds and the remaining \$6,179.72 should be placed in the Memorial Fund account for the purchase of tablets, and appropriate cases, in preparation for the implementation of LEAP (mobile application) for Polaris which goes in to effect at the beginning of November. A specific table cannot be discussed at this time as no specs are available.

Orr motioned to place the \$30,000 in a new 12 month CD with the 0.285 interest rate and the remaining \$6,179.72 be placed in the Memorial Fund for purchasing the tablets and cases to use with the update of the ILS system in November, with a second by McClure-Porter. Unanimous, Diedrichsen voted aye. Motion carries.

Other Matters of Interest

- The Elko County Library’s Book Club is sponsoring an Adult Spelling Bee. It is tentatively scheduled for March 14, 2015. Proceeds will go to the library. A suggestion to tie it in with Just Desserts was made. Hammons will mention it
- We have the basic home page of the website done. Staff and patrons are reviewing it. Please review it and provide feedback.
- Hammons will be gone Thursday and Friday for a funeral out of state. She will be in Reno Monday and Tuesday for the State Council on Libraries and Literacy.

**Trustee
Business**

Updates from Board Members

- There were no updates from the Board members.

Other Matters of Interest

- None
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**Public
Comment**

There was no public comment.

Adjournment

The meeting was adjourned at 4:43 pm. The next meeting is scheduled for November 18, 2014 immediately after the Law Library Board meeting.

DRAFT VERSION: HAS NOT BEEN APPROVED BY THE BOARD