

Minutes of the Elko County Library Board

December 13, 2016

**Date, Time,
and Place**

The meeting was called to order on Tuesday, December 13, 2016 at 4:06 p.m. in the meeting room of the Elko County Library with Lane Diedrichsen presiding.

Attendance

Russ Orr, Laura Oki, Wendy McClure-Porter, Lynne Volpi and Lane Diedrichsen were present. Interim Library Director Kassie Antonucci was present. Commissioner Eklund was present. Audience: Amanda Osborne

**Public
Comment**

There was no public comment.

Minutes

McClure-Porter motioned to approve the November 15, 2016 minutes with a second by Oki. Volpi abstained. Unanimous, Diedrichsen voted aye. Motion carried.

McClure-Porter motioned to approve the December 8, 2016 minutes with a second by Orr. Volpi abstained. Unanimous, Diedrichsen voted aye. Motion carried.

Claims

Volpi motioned to approve the claims from 12/6/16 with a second by McClure-Porter. Unanimous, Diedrichsen voted aye. Motion carried.

**Operating
Report**

Stats for November:

Youth

Library Programs:

Library Programs:

--1 Toddler Time: 20

--13 Story Times: 547

--1 Tween Book & Movie: 9

--1 Maker Monday: 11

--1 Game Time: 0

--2 After-School Crafts: 46

Outreach Programs:

--3 Charter School visits: 171

--1 School Based Story Time: 64

--2 Piano Recitals: 86

--1 Cub Scout Activity: 13

--2 Festival of Trees (17 Story Times): 1,196

--1 Spring Creek (Dance Club Event): 67

--1 STEM Kit Exploration: 6

Total for November: 29 programs/ 2,236 participants +

Volunteer Hours: 3.5 hours

AWE Early Literacy Usage (3 computers):

--214 sessions +

AWE AfterSchool Edge Usage (2 tablets):

--66 sessions +

Adult

Visitors- 15,589 -

Circulation-16,835 -

Meeting Room-13/214 -

Internet Sessions-1,377 +

Branch Statistics for November

Branch	Total Attendance	Total Circulation	Internet Use
Austin	57	29	12
Battle Mountain	456	944	74
Carlin	125	158	19
Crescent Valley	57	92	21
Eureka	152	234	50
Jackpot	319	1103	190
Wells	345	783	108
West Wendover	520	896	283
Bookmobile	644	1730	n/a
Books Express	n/a	259	n/a
Extension	n/a	4	n/a
Tuscarora	14	17	n/a
	2689 +	6249 +	757 -

Facilities

Nothing new to report.

Staff

- Discussion and possible action regarding the Finalist Candidates and their interviews on December 8, 2016; selection and tentative offer of the Library Director position to the preferred Candidate, contingent on the outcome of reference background checks and the negotiation of employment terms.

If the Library Board of Trustees decides not to offer the position to one of the finalist candidates, the Board may take action to reopen recruitment & readvertise; review qualifications to see if they are too stringent; request the salary be reviewed by the County to determine if it is competitive.

Orr motioned to offer the Library Director position to Kassie Antonucci, contingent that she receive her Master in Library Science within three years, and that she start the position January 3, 2017 at the base salary. Second by Volpi. Unanimous, Diedrichsen voted aye. Motion carried.

- We have received 11 applications for the Youth Services Library Aide position. We will conduct interviews Wednesday and Thursday afternoons.
- The County has not yet received an application for the open Library Board position although Laura spoke with someone who planned to apply.

Programming

- The 18th Annual Family Gingerbread House Contest is upon us! Voting by the public will take place from 12/12 thru 12/15. The winners will be announced 12/16.
- The visit with Santa will be December 16th from 2-4 PM.
- 12 days of Christmas book review drawings are being held for the adult patrons. Staff have held on to Christmas books all year to be used as prizes in this daily drawing the 12 days leading up to Christmas.

Services

Nothing new to report.

Other Matters

- The Sugar Plum Tree has received 205 names to date. The Library is working with Elko County Social Services, Green Acres, Highland Estates, and NYTC.
- Food for Fines will run from November 1st thru December 31st. We have partnered with F.I.S.H. and will accept non-perishable food items that are not past the “best-by” date in exchange for waiving up to \$10 in overdue fines. They are looking for more “meat” products this year.

Trustee Business

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- Minimum Public Library Standards for Nevada
 - Update report, discussion, and possible approval of the request for a waiver for Standard #8:

c. Population (legal service area): 50,000 or more. Public library jurisdictions shall have a library director who holds a master’s degree in library or information science from a college or university accredited by the American Library Association. Any additional staff in the position of librarian or other full-time professional library position performing the duties of reference and/or children’s services shall hold the credential of MLS and/or certified librarian from the State of Nevada (NAC379.010).

Volpi moved to approve the request for a waiver of Standard #8 with a second by Orr. Unanimous, Diedrichsen voted aye. Motion carried.
 - Discussion and possible action on Standard #7 of the Minimum public Library Standards:

The Library Board of Trustees shall select from one of three listed options as a means by which to validate and document the library’s efforts to maintain a collection appropriate to community needs. The option selected by a jurisdiction may be revised each year.
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Option I: Meet or exceed at 90% - The five-year average of amounts spent on collections.

Option II: Meet or exceed at 30% - Amount spent on collections divided by Total Services and Supplies budget.

Option III: Meet or exceed at 10% - Adjusted total operating budget divided by collection budget. Exclude from TOB rent for facility(s), motor pool/vehicle charges, technology = Adjusted TOB

McClure-Porter motioned to accept Standard #7 at Option III with a second by Orr. Unanimous, Diedrichsen voted aye. Motion carried.

- Discussion and possible action on electing Wendy McClure-Porter to the position of Trustee Emeritus at the end of her term.

Oki motioned to elect Wendy McClure-Porter to the position of Trustee Emeritus with a second by Orr. Unanimous, Diedrichsen voted aye. Motion carried.

- Discussion, and possible action on appointing a nomination committee who will present a slate of officers at the January meeting for the vote on a Vice Chair of the Board (as per the By-Laws). It was decided nothing would be done until the January elections.
- ✓ Discussion and review of the Elko-Lander-Eureka County Library System Policies and Procedures Employee Handbook. Antonucci let the Board know that staff had been working on updating the policy manual and would be presenting it at a future date.

**Public
Comment**

There was no public comment.

Adjournment

The meeting was adjourned at 5:28 p.m. The next regular meeting is scheduled for Tuesday, January 17, 2017 immediately after the Law Library Board.

DRAFT VERSION: HAS NOT BEEN APPROVED BY THE BOARD