

Minutes of the Elko County Library Board

January 17, 2017

**Date, Time,
and Place**

The meeting was called to order on Tuesday, January 17, 2017 at 4:06 p.m. in the meeting room of the Elko County Library with Russ Orr presiding.

Attendance

Russ Orr, Laura Oki, Eric Walsh, Lynne Volpi and Lane Diedrichsen were present. Library Director Kassie Antonucci was present. Commissioner Eklund was present. Audience: Seth Robinson

**Public
Comment**

There was no public comment.

Minutes

Volpi motioned to approve the December 13, 2016 minutes with a second by Oki. Unanimous, Orr voted aye. Motion carried.

Volpi motioned to approve the December 21, 2016 minutes with a second by Diedrichsen. Oki abstained. Unanimous, Orr voted aye. Motion carried.

Claims

Diedrichsen motioned to approve the claims from 12/20/16, 1/3/17, and 1/17/17 with a second by Oki. Unanimous, Orr voted aye. Motion carried.

**Operating
Report**

Stats for December:

Youth

Library Programs:

--1 Toddler Time: 9
--13 Story Times: 419
--1 Tween Book & Movie: 5
--1 Maker Monday: 2
--1 Game Time: 0
--2 After-School Crafts: 59
--1 Santa Visit: 231

Outreach Programs:

--2 Charter School visits: 81 (one visit cancelled due to weather, one visit cancelled due to school activity, Winter Break)

Total for December: 22 programs/806 participants -/-

Volunteer Hours: 7.5 hours -

AWE Early Literacy Usage (3 computers):

-- 241 sessions +

AWE AfterSchool Edge Usage (2 tablets):

-- 58 sessions +

Adult

Visitors- 16,625 -

Circulation-15,069 +

Meeting Room-14/240 -

Internet Sessions-1,237 -

Branch Statistics for December

Branch	Total Attendance	Total Circulation	Internet Use
Austin	22	57	3
Battle Mountain	444	947	79
Carlin	148	138	26
Crescent Valley	41	31	10
Eureka	147	181	46
Jackpot	220	762	135
Wells	379	837	166
West Wendover	501	798	296
Bookmobile	315	871	n/a
Books Express	n/a	108	n/a
Extension	n/a	7	n/a
Tuscarora	5	7	n/a
	2222 -	4744 -	761 -

Facilities

- The thermostat in the meeting room has not been working properly since December. They have replaced it, but it looks like it still needs some new parts.
- We have had several roof leaks since December. The tiles have been replaced and staff continue to keep an eye out for more issues.

Staff

- Mary, our Janitor, has resigned. I applied to the county to fill this position.
- The County has given permission to fill the Assistant Director position effective February 13. We may have staff that will be applying. We will accept applications through January 27.

Programming

- 2017 Legos Creations Contest! Entries accepted from January 9-21 with voting taking place January 23-26. 1st and 2nd place winners will receive Gift Certificates to the Book Store! Entries can be family/group or Individuals. Packets are available at the library or on the library's website.
 - Cowboy Poetry Story Time will Wednesday, February 1 @ 10:30. Cristyn Harris will be the guest poet.
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- Library Lovers Month – Visit the library February 11 between 1-4 pm and participate in a Book Scavenger Hunt in the Children’s Library. Designed for both individuals and families to have fun, there will be a variety of activities to participate in.

Services

- ***Sugar Plum Tree numbers:***
County-123
Green Acres-12
Manor-83
NYTC-20
Total-238

The youngest was 4 months with the oldest 98.

- ***Food for Fines:***
633 pounds of food was donated to F.I.S.H. during the months of November and December. \$476.28 was waived in fines. The smaller number of fines waived is thought to be due to the auto-renewal process that was started in Polaris.

The Board asked that more information was gathered on the auto-renewal setup in Polaris; they felt this should have been their decision.

- I gave a presentation at the Senior Center on January 11, 2017 about everything the library has to offer. We may partner in the future to offer Tech Nights at the center.

Budget

- Update report and discussion of the Elko County Library FY 2017 Budget. I believe that negotiations for the new bargaining unit contract will probably begin next month.
- Presentation, discussion, and consideration of approval of the Lander County FY 2017 contract.

Okie motioned to approve the Lander County FY 2017 Contract with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.

- Presentation, discussion, and consideration of approval of the Eureka County FY 2017 contract.

Volpi motioned to approve the Eureka County FY 2017 Contract with a second by Okie. Unanimous, Orr voted aye. Motion carried.

Other Matters

- The Adult Spelling Bee will be Saturday, April 15 at the Library.
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**Trustee
Business**

- Discussion, nominating, and possible action on appointing a Board officer to Vice President of the Board.

Volpi motioned to appoint Laura Oki to the officer position of Vice President with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.

- Discussion and possible action on updating the accounts with U.S. Bank, Wells Fargo, and the Elko Federal Credit Union to reflect the changes in the Library Director, Library Board President, and Library Board Vice President.

Volpi motioned to update the accounts with U.S. Bank, Wells Fargo, and the Elko Federal Credit Union to reflect the changes in the Library Director (Kassie Kincaid-Antonucci, Library Board President (Russ Orr), and Library Board Vice President (Laura Oki) with a second by Oki. Unanimous, Orr voted aye. Motion carried.

- Oki let the Board know that Just Desserts will be May 6th this year. Also, the Friends will be holding their Book Sale April 11-12.
- Volpi asked about the email issues she had had when trying to email the library. Antonucci explained that it was an issue on CLAN's end and it has been fixed.

**Public
Comment**

Seth Robinson thought it was interesting to see how a board meeting worked.

Adjournment

The meeting was adjourned at 4:42 p.m. The next regular meeting is scheduled for Tuesday, February 21, 2017 immediately after the Law Library Board.

DRAFT VERSION: HAS NOT BEEN APPROVED BY THE BOARD