

Minutes of the Elko County Library Board

February 21, 2017

Date, Time, and Place

The meeting was called to order on Tuesday, February 21, 2017 at 4:03 p.m. in the meeting room of the Elko County Library with Russ Orr presiding.

Attendance

Russ Orr, Laura Oki, Eric Walsh, and Lane Diedrichsen were present. Library Director Kassie Antonucci was present. Lynne Volpi was not present. Commissioner Eklund was not present. Audience: Melissa Spence

Public Comment

There was no public comment.

Minutes

Diedrichsen motioned to approve the January 17, 2017 minutes with a second by Oki. Unanimous, Orr voted aye. Motion carried.

Claims

Oki motioned to approve the claims from 1/31/17 and 2/14/17 with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.

Operating Report

Stats for January:

Youth

Library Programs:

- 1 Toddler Time: 25
- 13 Story Times: 550
- 1 Tween Book & Movie: 15
- Maker Monday: cancelled due to holiday
- 1 After-School Craft: 32

Outreach Programs:

- 4 Charter School visits: 128
- 1 LEGO Creation contest: 58
- 1 Cub Scouts (Ancestry): 28

Total for December: 22 programs/ 836 participants +/-

Volunteer Hours: 3.5 hours

AWE Early Literacy Usage (3 computers):

- 217 sessions -

AWE AfterSchool Edge Usage (2 tablets):

- 37 sessions -
-

Adult

Visitors- 15,782 -
Circulation-16,582 +
Meeting Room-20/188 +/-
Internet Sessions-1,235 -

Branch Statistics for December

Branch	Total Attendance	Total Circulation	Internet Use
Austin	35	76	9
Battle Mountain	443	718	74
Carlin	158	140	30
Crescent Valley	59	84	1
Eureka	122	161	43
Jackpot	367	986	195
Wells	338	944	140
West Wendover	455	791	270
Bookmobile	438	1057	n/a
Books Express	n/a	89	n/a
Extension	n/a	11	n/a
Tuscarora	6	21	n/a
2421 + 5078 + 762 +			

Staff

- Antonucci introduced Melissa Spence as the new Assistant Director. She will be applying to fill the Library “Specialist” position now that Melissa has been promoted.
- The County is currently handling the library’s janitorial services.

Facilities

- Report, discussion, and possible action on approving monies from the 114 fund (contract service fees for Lander and Eureka County) be used for the partial cost of replacing and/or repairing two heating units at the Elko County Library.

The thermostat in the meeting room has not been working properly since December. Buildings and Grounds have replaced it and other parts, but there are still issues. It seems to have carried over into the adult area as well. They informed Antonucci that two of the heating units on the roof will need to be replaced and were estimating \$30,000 in costs.

Oki motioned to use the 114 fund to pay for half the costs of replacing the two heating units with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.

The Library Boards asked for information on other items the 114 monies can be spent on in the future, such as technology.

- Buildings and Grounds has also brought up two other possible repair projects that will happen the next year: fixing the leaks inside the library, and fixing the plumbing issue. They are estimating at least \$100,000 for the roof and \$70,000 for the plumbing.

Programming

- *Blind Date with a Book* – for Library Lovers Month, this program offers all genres for check out. The only catch is they are wrapped in paper and you won't know what you have checked out until you get the book home and start reading! There has been great interest again this year.
- *Book Trackers* – The event was February 11 and there were 126 participants. The Library received a lot of positive feedback.
- Author Eric Kimmel will be at the library on March 2 starting at 4 PM. The Friends of the Library have agreed to purchase some of his titles to have available for sale to patrons during the event.

Services

- *Family Discovery Day* – the Library had 209 visitors to our table at the Convention Center. We received some great interest and have ideas on what to do next year if we are invited to participate again.

Budget

- Update report and discussion on the Eureka County and Lander County FY2017 contracts.

Both contracts were approved by their respective commissioners and we have received the signed copies.

- Report, discussion, and possible approval of the recommended Elko County Library budget for Fiscal Year 2017/2018.

Wages and benefits will reflect what is determined by the new “Labor Agreement between Elko County and the Employee Association.

Under Services and supplies, Antonucci is requesting a total of \$4,550 in increases. They are: **Audios:** \$500; **Facility Repair/Maintenance:** \$1,000; **Books:** \$3,000; **Community Outreach:** \$50

She is also requesting **Capital Outlay in the amount of \$200,000** to reflect the repairs she was informed about from Building and Grounds - two heating units that need to be replaced, the gutters between the roofs that keep leaking, and the plumbing.

Ok motioned to approve the recommended Elko County Library budget for Fiscal Year 2017/2018 with the requests and was seconded by Walsh. Unanimous, Orr Voted aye. Motion carried.

- Report, discussion, and possible approval of the recommended Elko County Law Library budget for Fiscal Year 2017/2018.

Wages and benefits will reflect what is determined by the new “Labor Agreement between Elko County and the Employee Association. Other than wages and benefits, we are submitting a flat budget for the Elko County Law Library’s services and supplies.

Oki motioned to approve the recommended Elko County Law Library budget for Fiscal Year 2017/2018 with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.

- Report, discussion, and possible approval of the recommended Jackpot Branch Library budget for Fiscal Year 2017/2018.

Wages and benefits will reflect what is determined by the new “Labor Agreement between Elko County and the Employee Association. Other than wages and benefits, we are submitting a flat budget for Jackpot’s services and supplies.

Oki motioned to approve the recommended Jackpot Branch Library budget for Fiscal Year 2017/2018 with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.

Other Matters of Interest

- Nevada Library Legislative Day will be April 12 this year.

Trustee Business

- Oki handed out tickets and flyers for Just Desserts in order for Board members to sell.

Public Comment

There was no public comment.

Adjournment

The meeting was adjourned at 4:49 p.m. The next regular meeting is scheduled for Tuesday, March 21, 2017 immediately after the Law Library Board.

DRAFT VERSION: HAS NOT BEEN APPROVED BY THE BOARD