

Minutes of the Elko County Library Board

March 21, 2017

**Date, Time,
and Place**

The meeting was called to order on Tuesday, March 21, 2017 at 4:08 p.m. in the meeting room of the Elko County Library with Russ Orr presiding.

Attendance

Russ Orr, Laura Oki, Lynne Volpi and Lane Diedrichsen were present. Library Director Kassie Antonucci was present. Eric Walsh was not present. Commissioner Eklund arrived at 4:39 PM. Audience: Melissa Spence

**Public
Comment**

There was no public comment.

Minutes

Oki motioned to approve the February 21, 2017 minutes with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.

Claims

Volpi motioned to approve the claims from 2/28/17 and 3/14/17 with a second by Oki. Unanimous, Orr voted aye. Motion carried.

**Operating
Report**

Stats for February:

Youth

Library Programs:

--1 Toddler Time: 13
--12 Story Times: 765
--1 Tween Book & Movie: 14
-- Maker Monday: cancelled due to holiday
--2 After-School Crafts: 61

Outreach Programs:

--5 Charter School visits: 179
--1 Book Tracker/Love Your Library: 126
--1 Family Discovery Day: 209
--2 Head Start Story Times: 63
--2 Story Times @ Mountain View Elem.: 80

Participation at Branches:

--1 West Wendover: STEM Kit Introduction lead by Youth Services Librarian (50 participants at branch)

Total for December: 28 programs/1420 participants +/-

Volunteer Hours: 14.5 hours

AWE Early Literacy Usage (3 computers):

-- 262 sessions +

AWE AfterSchool Edge Usage (2 tablets):

-- 68 sessions +

Adult

Visitors- 15,877 +

Circulation-15,926 +

Meeting Room-22/553 +/-

Internet Sessions-1,150 -

Branch Statistics for February

Branch	Total Attendance	Total Circulation	Internet Use
Austin	52	73	5
Battle Mountain	471	1363	86
Carlin	198	148	54
Crescent Valley	67	118	10
Eureka	131	169	53
Jackpot	399	876	236
Wells	427	992	142
West Wendover	481	632	246
Bookmobile	510	1116	n/a
Books Express	n/a	176	n/a
Extension	n/a	4	n/a
Tuscarora	12	18	n/a
	2748 +	5685 +	832 +

- Discussion and possible action on using memorial funds to help purchase an in-person training program through Fred Pryor Seminars for all library staff.

I am planning a training for all staff, including branches, May 17 through Fred Pryor who has provided a discounted price of \$3,200. The training will be “Dealing with Difficult People” which will be customized for the library and focus on: 1) Communication among staff; 2) How to work with belligerent customers; 3) Customer service techniques.

Okie motioned to approve using memorial funds to help purchase an in-person training with a second by Volpi. Unanimous, Orr voted aye. Motion carries.

- The Commission officially declared a hiring freeze. We will have two positions open in April – the Library Clerk and the Law Library Clerk. I will still have to go through the budget committee process.

Facilities

- Discussion and possible action on closing the Elko County Library for the entire day on Wednesday, May 17, 2017 for staff training.

Volpi motioned to close the library for the entire day on Wednesday, May 17, 2017 for staff training, with a second by Okie. Unanimous, Orr voted aye. Motion carries.

- Discussion and possible action on closing the Elko County Library for the entire day on Saturday, May 6, 2017 in preparation for the Friends of the Elko County Library's annual Just Dessert fundraiser that evening.

Diedrichsen motioned to close the Elko County Library for the entire day on Saturday, May 6, 2017 in preparation for Just Desserts with a second by Volpi. Unanimous, Orr voted aye. Motion carries.

- The two new heating units were ordered and Elko County agreed to pay for the other half out of the Emergency Repairs Fund. We are waiting for the units to arrive.
- The Battle Mountain Branch Library is expected to be closed for two weeks in April for construction on the civic center.

Programming

- Spring Eggstravaganza will be on Thursday, April 13 from 10:30-11:30 am.
- Scrapbooking Workshop April 8 from 10 am – 4 pm in the meeting room.

Services

- Summer Reading Program: Barrick is once again sponsoring this and the theme is "Build a Better World". The prizes have been ordered and staff are working on partnerships for the summer camps.
- Diversity in Action: The library will be doing "Foods from Around the World" again this year on Saturday, March 25 from 1-4 pm.
- National Library Week will be April 9-15. We will also hold Library Snapshot Day that week. All overdue fines will be waived this week for returned items, same as in the past.
- Spring Book Fair will be April 3 through April 15, 2017.

Budget

- Update report and discussion on the Elko County Library, Elko County Law Library, and Jackpot Branch Library budgets for Fiscal Year 2017/2018.

Elko County is projecting a shortfall this year and is asking all the departments give a presentation on March 24, 2017.

Other Matters of Interest

- Discussion, review, and possible action on approving the Elko-Lander-Eureka County Library System's 2018-2022 Strategic Plan.

The Board wished to review the suggested plan and will discuss it again at the next meeting.

- Adult Spelling Bee: April 15 at 1 pm. There is a \$10 entry fee and the winner receives \$100.
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**Trustee
Business**

- Volpi requested that Antonucci give quarterly updates on her progress toward obtaining the Master in Library Science. Antonucci agreed and let the Board know that she had applied to the University of Arizona and planned to start classes in June.
- Volpi asked for information on the Automatic Renewal that was implemented last year and requested that it be placed on the next agenda as an action item.
- Friends Book Sale starts April 11 with a member only preview from 9 am – 1 pm. The event will run through the 12th until 6 pm.

**Public
Comment**

There was no public comment.

Adjournment

The meeting was adjourned at 5:07 p.m. The next regular meeting is scheduled for Tuesday, April, 2017 immediately after the Law Library Board.

DRAFT VERSION: HAS NOT BEEN APPROVED BY THE BOARD