

# Minutes of the Elko County Library Board

December 19, 2017

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<b>Date, Time, and Place</b>	The meeting was called to order on Tuesday, December 19, 2017 at 4:00 p.m. in the meeting room of the Elko County Library with Russ Orr presiding.
<b>Attendance</b>	Russ Orr, Laura Oki, Lynne Volpi, and Lane Diedrichsen were present. Eric Walsh was not present. Library Director Kassie Antonucci was present. Commissioner Eklund was present. Audience: None
<b>Public Comment</b>	There was no public comment.
<b>Minutes</b>	<b>Oki motioned to approve the November 14, 2017 minutes with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.</b>
<b>Claims</b>	<b>Volpi motioned to approve the claims from 11/20, 12/5, 12/19/17 with a second by Oki. Unanimous, Orr voted aye. Motion carried.</b>

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## Stats for November

### Library Programs:

#### *Youth*

- 1 Toddler Time: 12
- 12 Story Times: 463
- 1 Tween Book & Movie: 9
- 1 Maker Monday: 14
- 2 After-School Crafts: 92
- 5 Charter School Visits: 158

### Outreach Programs:

- (1) 19 Story Times/Festival of Trees: 1,510

#### *Adult*

- 2 Holocaust Book club: 10
- Author Signing: 7

**Total for August:** 26 programs/2,275 participants =/+

**Volunteer Hours: 0**

### AWE Early Literacy Usage (3 computers):

- 234 sessions +

### AWE AfterSchool Edge Usage (2 tablets):

- 42 sessions +
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## **Adult**

Visitors- 16,344 -

Circulation- 16,549 -

Meeting Room- 20/449 +/-

Internet Sessions- 818 -

## **Branch Statistics for November**

<b>Branch</b>	<b>Total Attendance</b>	<b>Total Circulation</b>	<b>Internet Use</b>
Austin	30	11	0
Battle Mountain	391	723	79
Carlin	207	251	42
Crescent Valley	20	26	21
Eureka	168	254	64
Jackpot	267	712	135
Wells	283	739	74
West Wendover	441	872	236
Bookmobile	620	1481	n/a
Books Express	n/a	255	n/a
Extension	n/a	0	n/a
Tuscarora	-	-	n/a

<b>2427 -</b>	<b>5324 -</b>	<b>651 -</b>
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## **Staff**

- Tuscarora Branch Library – We are still waiting on the hiring status. We will be sending our Bookmobile Driver to Tuscarora during winter break to exchange books and check on the statistics.

## **Facilities**

- We have continued to struggle with internet availability this month. There have been several days where the speeds were nearly non-existent. We have decided to switch to a fiber connection with Frontier. This will take 2 months (permits and construction); in the meantime we have acquired an additional DSL line for the patron computers.

## **Programming**

- We received 25 Gingerbread houses this year and had 325 people visit with Santa on Friday.

## **Services**

- Food for Fines started November 1<sup>st</sup> and will run through December 31<sup>st</sup>. We are partnered with CADV this year and have collected 407lbs so far.
  - We have received 224 names on the sugarplum tree this year and the tags have been steadily disappearing. The ages range from an unborn baby to 99 years old.
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- Discussion and possible action on forming a partnership between the Nevada Small Business Development Center and the Elko-Lander-Eureka County Library System with the possibility of signing a Memorandum of Understanding (MOU) in regard to grant funds.

*Volpi motioned to approve the partnership with the Nevada Small Business Development Center excluding the portion of item #10 that refers to “hiring and training a library staff person”, with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.*

- Discussion and possible action on approving a Memorandum of Understanding (MOU) for the Wells Family Resource Grant.

*Oki motioned to approve the Memorandum of Understanding for the Wells Family Resource Center with a second by Oki. Unanimous, Orr voted aye. Motion carried.*

### **Other Matters of Interest**

- Discussion, review, and possible action on approving the continued use of Automatic Renewals for patrons or turning the feature off. This item was tabled for further discussion until the Nevada Library Cooperative hires a staff person that can assist with any changes made to the policy.

### **Trustee Business**

- The county has advertised the Board position in the paper and I have placed displays here at the library and on our webpage. We have not received any applications.

#### 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 (NAC 379.010).

*Volpi motioned to approve the request for a waiver with a second by Oki.. Unanimous, Orr 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.

**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

*Oki motioned to approve Option III with a second by Diedrichsen. Unanimous, Orr voted aye. Motion carried.*

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- Quarterly MLIS update: I am passed the fall semester and will start the spring semester the second week of January.
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**Trustee  
Business**

- The Board thanked Lynne for her service and being a part of the Library Board.
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**Public  
Comment**

Commissioner Eklund spoke with a retired school principal about applying for the open Board position.

**Adjournment**

The meeting was adjourned at 4:58 p.m. The next regular meeting is scheduled for Tuesday, January 16, 2017 immediately after the Law Library Board.

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**DRAFT VERSION: HAS NOT BEEN APPROVED BY THE BOARD**