

Minutes of the Elko County Library Board

February 20, 2018

Date, Time, and Place The meeting was called to order on Tuesday, February 20, 2018 at 4:02 p.m. in the meeting room of the Elko County Library with Laura Oki presiding.

Attendance Laura Oki, Eric Walsh, Ashley King and Lane Diedrichsen were present. Russ Orr was not present. Library Director Kassie Antonucci was present. Commissioner Eklund was not present. Audience: None

Public Comment There was no public comment.

Minutes **Diedrichsen motioned to approve the January 16, 2018 minutes with a second by Walsh. King abstained. Unanimous, Oki voted aye. Motion carried.**

Claims **Diedrichsen motioned to approve the claims from 1/30 and 2/13/18 with a second by Walsh. Unanimous, Oki voted aye. Motion carried.**

Stats for January:

Youth

Library Programs:

- 1 Toddler Time: 15
- 13 Story Times: 564
- 1 Tween Book & Movie: 10
- 1 Maker Monday: cancelled due to holiday
- 1 After-School Crafts: 42
- 6 Charter School Visits: 243
- 1 LEGO Contest: 72 entries
- 1 Cowboy Poetry Story Time: 171

Outreach Programs:

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Total for January: 25 programs/ 1,117 participants +/-

Volunteer Hours: 6.75

AWE Early Literacy Usage (3 computers):

-- 225 sessions +

AWE AfterSchool Edge Usage (2 tablets):

-- 26 sessions +

Adult

Visits- 16,063 +
Circulation- 18,527 +
Meeting Room- 16/174 +/-
Internet Sessions- 876 +

Branch Statistics for January

Branch	Total Attendance	Total Circulation	Internet Use
Austin	40	23	0
Battle Mountain	451	811	76
Carlin	210	268	44
Crescent Valley	92	34	27
Eureka	374	356	139
Jackpot	293	700	125
Wells	322	812	73
West Wendover	486	1032	247
Bookmobile	515	1515	n/a
Books Express	n/a	70	n/a
Extension	n/a	0	n/a
Tuscarora			n/a
2783 + 5621 + 731 +			

Staff

- Tuscarora Branch Library – George Afful is the new the Postmaster in Tuscarora and he has agreed to handle the library duties as well.

Facilities

- The Fiber connection with Frontier has been setup. We are now waiting on the equipment and then we will be switching everything over from the DSL and Metro-E.

Programming

- We held the Book Trackers event on February 10th which included crafts, games, and a scavenger hunt - 76 attended and everyone left with a free book.
 - The Nevada Small Business Development Center will be holding a class at the Elko County Library on February 21st for “Starting a New Business” from 12-2:30 p.m.
 - Bruce Hale, author of *Clark the Shark* series and various other children's books will be visiting the library on Monday, February 26th from 6:00-7:00 p.m. The Friends of the Library will be purchasing books for the library to sell again this year.
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Services

- *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!
- Summer Reading Program: Barrick is once again sponsoring this and the theme is "Libraries Rock". The prizes have been ordered and staff are working on partnerships for the summer camps.

Budget

- The new "Labor Agreement between Elko County and the Employee Association" has been approved. Staff will receive their step increases for this year as well as increases in longevity. We will find out next month if the County will retroactively pay step increases for last year based upon the audit.
- Report, discussion, and possible approval of the recommended Eureka County contract budget for Fiscal Year 2018/2019.

We were directed by Eureka County Commissioners to submit a flat budget. We submitted a question as to increases in retirement rates, longevity, and travel reimbursement, and we were then directed to submit two budgets, one flat and one with the increases. The flat budget is in the amount of \$94,182.00; the increased budget is in the amount of \$96,799.00. The Eureka County Commissioners have placed the budget on the agenda for February 20th and we will proceed based upon their decision.

This item was tabled until further direction is received from the Eureka County Commissioners.

- Report, discussion, and possible approval of the recommended Lander County contract budget for Fiscal Year 2018/2019.

We are submitting a budget request in the amount of \$99,622.00. This represents an increase of \$1,953.00 from last year's budget and includes:

- Austin received a .25¢ raise.
- Battle Mountain received a 3% step-increase per the new "Labor Agreement".
- Travel and Training has increased to the .545¢ reimbursement.
- The Contract Fee for Lander has increased by 2%

Diedrichsen motioned to approve the recommended Lander County contract budget for Fiscal Year 2018/2019 with a second by Walsh. Unanimous, Oki voted aye. Motion carries.

- Report, discussion, and possible approval of the recommended Jackpot budget for Fiscal Year 2018/2019.

We are being given the base budget of \$53,466.

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.

Walsh motioned to approve the recommended Jackpot budget for Fiscal Year 2018/2019 with a second by Diedrichsen. Unanimous, Oki voted aye. Motion carries.

- Report, discussion, and possible approval of the recommended Elko County Law Library budget for Fiscal Year 2018/2019.

We are being given the base budget of \$61,077.

We are asking for an increase in our part-time wages of \$1.75 an hour to reflect a desire for part-time staff to start at \$10.00 an in hour instead of the current \$8.25.

Part-Time Wages/Benefits: \$2,242

Under Services and Supplies, I am requesting a total of \$11,800 in increases. They are:

Books/Subscriptions: \$11,300

Periodicals: \$500

Diedrichsen motioned to approve the recommended Elko County Law Library budget for Fiscal Year 2018/2019 with a second by Walsh. Unanimous, Oki voted aye. Motion carries.

- Report, discussion, and possible approval of the recommended Elko County Library budget for Fiscal Year 2018/2019.

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

We are requesting they fund the Library Clerk position.

We are asking for an increase in our part-time wages of \$1.75 an hour to reflect a desire for part-time staff to start at \$10.00 an in hour instead of the current \$8.25.

Part-time Wages/Benefits: \$ 5,000

Full-time Wages/Benefits: \$ 58,992

Under Services and Supplies, I am requesting a total of \$4,550 in increases. They are:

Audios:	\$500
Facility Repair/Maintenance:	\$1,000
Books:	\$3,000
Community Outreach:	\$50

I am also requesting **Capital Outlay in the amount of \$100,000** to reflect the repairs we were informed about from Building and Grounds - the gutters between the roofs that keep leaking.

Walsh motioned to approve the recommended Elko County Library budget for Fiscal Year 2018/2019 with a second by Diedrichsen. Unanimous, Oki voted aye. Motion carries.

Other Matters of Interest

- After feedback from the Nevada State Library on our proposals, we are submitting the 2018 LSTA Grant on purchasing a new allCIRC and updating the one we currently have in the amount of \$27,876.

Trustee Business

- Discussion and possible action to endorse the transition of the Nevada Library Cooperative (formally known as CLAN) to a new organizational structure, including but not limited to a not-for-profit 501(c)3 entity.

This item is tabled until further information is available through the strategic planning grant the Nevada Library Cooperative is applying for.

Trustee Business

- Oki let the Board know that Just Desserts is coming up and handed out flyers and tickets for Board members to sell.
- King was introduced to the Board.

Public Comment

There was no public comment.

Adjournment

The meeting was adjourned at 5:06 p.m. The next regular meeting is scheduled for Tuesday, March 20, 2018 immediately after the Law Library Board.