

Minutes of the Elko County Library Board

October 20, 2009

Date, Time, and Place: The meeting was called to order at 12:09 pm in the meeting room of the Elko County Library with Lora Minter presiding.

Attendance: Lora Minter, Wendy Porter, and Lynne Volpi were present. Brent Chamberlain, Heather Trujillo, and Commissioner Sheri Eklund-Brown were unable to attend. Library Director Jeanette M. Hammons was present. Audience: None.

Minutes: **Porter motioned to approve the August 25, 2009 minutes. Second by Volpi. Unanimous, Minter voted aye. Motion carried.**

Claims: **Porter motioned to approve the August 2009 claims. Second by Volpi. Unanimous, Minter voted aye. Motion carried.**

Library Operating Report:

1. Bookmobile:

The Bookmobile will be stopping at the Elko Institute of Academic Achievement (the Charter School). The Spring Middle School stop has been dropped due to lack of usage.

2. Staff:

- ✓ Kristen Gretch was hired to fill the Library Clerk position. She had been the part time Children's Assistant since January.
- ✓ Angela Runyan was hired as the Children's Assistant.
- ✓ Katashua Oki was hired as a Front Desk part time.

3. Grants:

- ✓ LSTA final evaluations have been submitted for the 2008 grants (PC & Print Management and CE @ Your Desktop).
- ✓ LSTA 2009 mini-grant has been started with the microfilm roll containing the Elko Daily Free Press from 1883 having been sent to the Nevada State Library & Archives Micrographics and Imaging Department.
- ✓ LSTA 2010 proposals have been submitted (Gaming at the Library-Mini-grant, \$5,000 and AllCIRC-competitive grant, \$25,000)
- ✓ Collection Development Grant will be awarded in two installments. The first installment is for \$4,762. Staff are currently compiling recommendations. Continuing to update non-fiction and patron Interlibrary loan requests are a given.

4. NLA Conference:

- ✓ The NLA Conference was a great success. There is a "Conference Highlights" included in your packet. A huge "Thank You" goes to Commissioner Eklund-Brown for welcoming everyone to the conference and Trustee Emeritus Carol Madsen for assisting at the Registration Desk.

12:45 Laura Oki entered the meeting at this time.

- ✓ Hammons gave special recognition to Laura Oki for being the Nevada Library Association Conference Chair and for the outstanding job she did with organizing the Conference that was held here in Elko when no other city would host it this year. She demonstrated great commitment, dedication, and professionalism in all areas of the production of this Conference. We have only received positive comments from attendees and Exhibitors alike.

5. Other Matters of Interest:

- ✓ The library will be doing a “Fine Free Month” in November and December. November 2-23 and November 30-December 21--- Non-perishable food items can be brought in lieu of fines for both months as well as winter items (hats, gloves, scarves, coats) that are new or are in very good condition for December. We are working on a contact person or agency that would deliver the items to the homeless.
- ✓ We are preparing for the Sugar Plum Tree. The Nevada Youth Training Center, Green Acres, Highland Manor, and the Elko County Social Services office are being contacted to see if they wish to participate this year.

6. Friends:

- ✓ “Just Desserts” will be held on Saturday May 1, 2010.
- ✓ Laura Oki provided an update on the Friends meeting she had just attended: The annual donation letters will be going out in November.

Officers: President-Laura Oki
 President Elect-Jana Tompkins
 Treasurer-David Ellefsen
 Secretary-Eric Walsh

Trustee Business:

Updates: Minter acknowledged that there was great information presented during the Trustee Training held in August. A review and discussion of key issues covered during the Trustee Training followed with an emphasis on:

- Stewardship
- the Board working as a group not as individuals
- Boards should not attempt to run or manage their libraries
- Ethics and Golden Rules
- Attendance at meetings
- Advocacy
- Awareness

Board Goals:

Volpi motioned that the Board’s goal would be to advocate for the library by starting with groups and friends that they are personally involved with. Second by Porter. Motion carried, Minter voted aye. Motion carried.

Hammons was asked to provide “Talking Points” for the Board.

Public Comment: Oki brought a concern regarding the telephone system to the Board. Discussion followed including the steps already taken by Hammons. Board members provided additional businesses to contact. Hammons will provide an update at the next meeting.

Adjournment: The Elko County Library Board of Trustees' meeting was adjourned at 1:31 pm. The next scheduled meeting is November 17, 2009 at 4:00 pm.