

# Minutes of the Elko County Library Board

March 15, 2011

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## Date, Time, and Place

The meeting was called to order on Tuesday March 15, 2011 at 4:09 pm in the meeting room of the Elko County Library with Wendy McClure-Porter presiding.

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## Attendance

Lora Minter, Lynne Volpi, Wendy Porter, Lane Diedrichsen, Russ Orr and Commissioner Jeff Williams were present. Library Director Jeanette M. Hammons was present. Audience: Laura Oki

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## Minutes

**Volpi motioned to approve the February minutes (with changes noted by McClure-Porter) with a second by Minter. Unanimous, Porter voted aye. Motion passed.**

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## Claims

Hammons pointed out claims for OverDrive, Ellison Electric, and Mary Jo King as out of the ordinary claims.

**Minter motioned to approve the 2/22/11 and 3/8/11 claims with a second by Volpi. Unanimous, McClure-Porter voted aye. Motion carried.**

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## Operating Report

### Hammons reported:

- **Programming**
  - ✓ Story time and crafts are continuing throughout the month.
  - ✓ The library is partnering with the Immigration Department out of Reno and is hosting an Immigration Information Workshop on Wednesday March 30 from 11:30-1:30. A library staff person will be available for translating.
  - ✓ The Annual Spring Book Fair is scheduled 4/11-4/23. This benefits Children's programming.
  - ✓ Events scheduled for the El Dia de Los Ninos/de Los Libros are: bedtime Story time on Monday 4/25 at 6:00 pm; An Evening at the Movies on Tuesday 4/26 at 6:00 pm; and Game Day on Saturday 4/30 from 1:00-3:00.
- **Staff**
  - ✓ The library's janitor, Leora Temoke, has given her notice due to medical issues. Staff members are currently doing basic cleaning duties. The position has been posted. It will remain open until filled.
  - ✓ The Circulation Supervisor is out for a minimum of two weeks for surgery.
- **Facility**
  - ✓ Hammons confirmed with County Admin that Buildings and Grounds has \$25,000 to tile the restrooms and put in new fixtures.
  - ✓ She also confirmed that Buildings and Grounds has \$2,500 to seal the parking lot.

- **Services**
  - ✓ Nothing new to report at this time.
- **Budget**
  - ✓ The budget proposal was reviewed with staff from Administration. They have indicated that final budgets could be approved as late as mid-July.
- **Just Desserts**

**Minter motioned to close the library at 12:00 noon on Saturday May 7, 2011 for staff and Friends to set up for the “Just Desserts” fundraiser that evening with a second by Diedrichsen. Unanimous, McClure-Porter voted aye. Motion passed.**

- **Other Matters of Interest**
  - ✓ The next Cooperative Libraries Automated Network (CLAN) meeting is this Thursday (3/17) in Winnemucca.
  - ✓ National Library Week is 4/10-4/16. The Proclamation was originally scheduled the 4/2 Commissioners’ meeting. That meeting has now been changed to 3/30 at 1:30 pm. It is very important to have Board members there.
  - ✓ Oki, Friends President, indicated that the “Just Desserts” fundraiser needs help from the Board. Board members indicated their ability to help at the fundraiser as well as some family members. Oki thanked them.
  - ✓ Hammons informed the Board about the technical difficulties encountered with the donated laptops being used by the Board. They are at least 4 or 5 years old. She will be researching netbooks for purchase and for sole use by the Board.

**Trustee  
Business**

- **By Laws**

**Volpi motioned to approve the recommended Bylaw changes (see attached) that provides for alignment with Board appointments and starting and ending of terms. Second by Diedrichsen. Unanimous, McClure-Porter voted aye. Motion passed.**

- **Updates from Board members**
  - ✓ Minter provided a letter from Michael Lostra (the attached pdf file). The letter provides two options for leasing the property at 777 Idaho Street (parcel #001-272-004). McClure-Porter read the letter in its entirety. Discussion followed on the two options in the letter for leasing the property at 777 Idaho Street. Hammons was directed to contact Lostra and obtain pricing and additional information on the property.
  - ✓ Funding the Carlin Branch Library or other branch facilities as a way to use the Library Services funds was discussed. Hammons provided details on the requirements for Branch facilities and stressed that the community is responsible for providing a facility and the maintenance of said building. She also reminded the Board as to Elko’s support to date, of the new facility that

included obtaining \$20,000 from Newmont and Barrick, \$30,000 Opening Day Collection grant, new public access computers as part of a BTOP grant, the purchase of additional shelving, as well as additional shelving from the Elko Headquarters facility. Hammons stated that the Board needs to proceed carefully with any other assistance for the Carlin Branch in respect to the new facility so as not to set a precedent. Other branch facilities will be evaluated for the next Board meeting.

- ✓ Hammons is to provide a list of options to utilize the Library Services funds according to the Utilization Plan as well as to conduct further discussions with Cash Minor.

- **Other matters of Interest**  
None

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**Comment by the General Public**      None.

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**Adjournment**      The meeting was adjourned at 5:03 pm. The next meeting is scheduled for Tuesday April 19, 2011 at 4:00 pm.

## Bylaws

### ARTICLE III; OFFICERS

**Section 1.** The officers shall be a President and a Vice President, elected from among the appointed trustees.

**Section 2.** ~~Normally,~~ The Vice President will succeed the President.

~~A nomination committee shall be appointed by the president one month prior to the January meeting. Said committee will present a slate of officers at the January meeting. Additional Nominations may be made for the Vice President are taken from the floor at the May meeting to be voted on or confirmed at the June meeting.~~

**Section 3.** Officers shall serve a term of two years from the ~~January~~ July meeting at which they are elected and until their successors are duly elected. Officers may be reelected under special circumstances, but may not serve more than two consecutive terms.

**Section 4.** The president shall preside at all meetings of the Board, authorize calls for any special meetings, appoint all committees, execute all documents authorized by the Board, serve as an ex-officio voting member of all committees, and generally perform all duties associated with that office.

**Section 5.** The vice president, in the event of the absence or disability of the president, or of a vacancy in that office, shall assume and perform the duties and functions of the president.

**Section 6.** In the event of the absence or disability of the president **and** the vice president, and when a quorum is present, a Board member shall be elected chair (president) for the purpose of the meeting and shall assume and perform the duties and functions of the president.