

Minden Branch:
1625 Library Lane
Minden, NV 89423
P: 775.782.9841
F: 775.782.5754



Lake Tahoe Branch:
233 Warrior Way
Zephyr Cove, NV 89448
P: 775.588.6411
F: 775.588.6464

P.O. Box 337 • Minden, NV 89423

library.douglascountynv.gov

Douglas County Public Library Board of Trustees Meeting Notice and Agenda

REVISED 2/22/23

** Added agenda item 6 iii. - Rotary Club of Minden, NV – READING Paws Scholarship **

February 22, 2023

The Douglas County Public Library Board of Trustees will meet at **10:00 a.m.** on **Tuesday, February 28, 2023** in the Meeting Room of the Minden Library, 1625 Library Lane, Minden, NV. The meeting will be in-person and will not be simultaneously streamed via YouTube or Zoom®. Below is an agenda of all items scheduled for consideration.

Agenda

The Library Board encourages the respectful consideration of all views by members of the public. In order to ensure that every individual desiring to speak before the Library Board has the opportunity to express his or her opinion, it is requested that the audience refrain from disruptive behavior that may interrupt, interfere or prevent the speaker from commenting on items that are for possible action by the Library Board.

1. **Public comments.** [No Action]

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees. Public comment will not be taken on agenda discussion items because a public hearing is not legally required.

Public Comment is limited to five (5) minutes per speaker. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

If members of the public wish to comment on a specific agenda item scheduled for action, please make comments when the Library Board of Trustees considers that item and the item is opened for public comment.

2. **For possible action.** Discussion on approval of the agenda. The Library Board of Trustees reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

3. **For possible action.** Discussion on approval of the minutes of the January 24, 2023 regular meeting.

4. Consent Calendar.

Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Trustee wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed as the next item for discussion or may be continued until another meeting.

- a. For possible action. Approval of Gift fund claims
 - i. January 2023
 - ii. February 2023

5. For possible action. Discussion and review of Budget Performance Report summary and Gift Fund summary.
 - a. 1/31/2023

6. For possible action. Discussion and review of Library Grant Summary Report.
 - a. Grant Applications
 - i. Summer Reading Programming and Prizes, Walmart
 - ii. Ty Beanies and Plushes for READING Paws and Reading Programs, Ty Corporation
 - * iii. Rotary Club of Minden, NV – READING Paws Scholarship

 - b. Grant Awards
 - i. None at this time

 - c. Awarded Grants Update
 - i. Rotary Club of Minden, NV
 - ii. Nevada State Library, Federal 2022 LSTA Grant-In-Aid Award

7. For possible action. Discussion of the State Library's online training for Nevada Library Trustees, including setting an expectation Trustees, who have not already completed the training, will do so within 90 days.

8. For possible action. Discussion on the reclassification of one Library Supervisor position to Assistant Director, including approving a revision to the Douglas County Public Library organizational chart.

9. For possible action. Discussion and update on the Fiscal Year 23-24 tentative Library budget, including supplemental requests.

10. For possible action. Discussion on Library Capital Improvement Projects based on Fiscal Year 22-23 adjusted open fund balance augmentations, including but not limited to authorizing the expenditure of funds for remodeling of restrooms and painting of the building, consistent with the County's Purchasing Policy. The purchasing policy dictates the type of bidding which needs to occur based on the dollar amount.

11. For discussion only. Update on the October Friends of the Library Fundraising Gala and the incorporation of the Tiny Art Show as part of the fundraising activities.

12. For possible action. Discussion and update on the carpet replacement, including rescheduling the March 28, 2023 Library Board of Trustees's meeting as it conflicts with the carpet installation.
13. For possible action. Discussion on revising the Lake Tahoe branch hours, including closing one hour during lunch, due to staffing/scheduling concerns.
14. For discussion only. Director's monthly report on library operations and statistical report from staff.
15. Closing public comments.
At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees or those agenda items where public comment has not already been taken.
16. For possible action. Adjournment.

According to the provisions of NRS 241, this notice and agenda has been posted at or before 9:00 a.m. on the third working day before the meeting at the following locations:

Douglas County Library, 1625 Library Lane, Minden NV,
<https://library.douglascountynv.gov/>
Douglas County website,
https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1
State of Nevada website, <https://notice.nv.gov>

Supporting materials are available at the Minden Library, 1625 Library Lane, Minden, NV or at the Douglas County website address listed above. A request for copies of the supporting materials may be directed to:

Veronica Hallam, Administrative Services Manager
Douglas County Public Library
1625 Library Lane, Minden, NV 89423
775-782-9841
vhallam@douglas.lib.nv.us

Reasonable efforts will be made to assist and accommodate members of the public who are disabled and wish to attend the meeting. Please contact Veronica Hallam at 782-9841 before February 28, 2023 for arrangements.