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***APPROVED 10/24/2023***  
**LIBRARY BOARD OF TRUSTEES MINUTES**  
**September 26, 2023**

**ATTENDEES**

**Library Board Members:** Chairperson Starla Doughty, Vice Chairperson Robert Conner, Trustees Jimayne Merkow, Theresa DeGraffenreid

**Library Staff:** Library Director Timothy DeGhelder; Library Supervisors Laura Treinen, Vanna Bells, Holly Traxler; Administrative Services Manager Veronica Hallam, Clerk to the Board

**County Staff:** Deputy District Attorney Cynthia Gregory

**THE MEETING CONVENED AT 10:02 A.M.**

**1. PUBLIC COMMENTS.**

Chairperson Starla Doughty asked for public comment.

Vice Chairperson Robert Conner commented that there was a very nice article in the Record Courier presumably from the Friends of the Library about the gala and the Tiny Art Show project. Vanna Bells introduced the lake staff, Willow Crawshaw and Irene Gonzalez and they shared with the board their responsibilities. Chairperson Doughty stated that Trustee Kimberly Estee submitted her resignation and a replacement for her seat will possibly be assigned in November.

There being no further public comment, public comment was closed.

**2. DISCUSSION ON APPROVAL OF THE AGENDA.**

**MOTION/VOTE:**

There being no public comment, Vice Chairperson Conner made a motion to approve the agenda. Trustee Jimayne Merkow made a second and the motion carried unanimously with a 4-0 vote.

**3. DISCUSSION ON APPROVAL OF THE MINUTES OF THE AUGUST 22, 2023 REGULAR MEETING.**

Chairperson Doughty asked for public comment. There was no public comment.

Chairperson Doughty noted that in the minutes when discussing the strategic planning goals it is mentioned that more discussion would be had at the next board meeting which is today's meeting but it did not get on the agenda. Vice Chairperson Conner stated that the board should approve the minutes as presented but indicate that no action was taken on discussing the goals at today's meeting but will be an item on the agenda for October's meeting.

MOTION/VOTE:

Vice Chairperson Conner made a motion to approve the minutes of the August 22, 2023 regular meeting. Trustee Merkow made a second. With the knowledge that there were items in the minutes that were to be discussed at today's meeting but did not get on the agenda for discussion but will be on the agenda for October's meeting, the motion carried unanimously with a 4-0 vote.

**4. CONSENT CALENDAR.**

**a. APPROVAL OF GIFT FUND CLAIMS**

**i. August 2023**

**ii. September 2023**

Gift Fund Claims August / September 2023			
Amazon	Items for the teen room	04562	\$ 138.99
Amazon	Books by Monroe Wildrose from Dollar General funding	04557	\$43.35
*DoCo Procurement Program	Items for Tea Party	8543	\$ 31.24
*DoCo Procurement Program	Items for book repair and teen room; Refreshments for The Council	5774	\$ 323.13
Amazon	Items for teen room	04564	\$ 69.89

\*Funding/partial funding by Friends of the Library

MOTION/VOTE:

There being no public comment, Trustee Merkow made a motion to approve the consent calendar. Vice Chairperson Conner made a second and the motion carried unanimously with a 4-0 vote.

**5. DISCUSSION AND REVIEW OF BUDGET PERFORMANCE REPORT SUMMARY AND GIFT FUND SUMMARY.**

**a. 8/31/2023**

The board expressed their concern over a few line items that are over budget and others that are high in the expenditure percentage seeing that the library is only three months into the fiscal year. After discussion and explanation of expenditures, Director DeGhelder noted that when the last fiscal year audit is completed in November, the library will have money carried over into this year's budget and the board can assess where they would like the funding to go to help offset any concerns they currently have with the budget. Chairperson Doughty stated that the library should continue to monitor the budget and the upcoming audit and review for any changes.

MOTION/VOTE:

There being no public comment, Vice Chairperson Conner made a motion to approve the budget performance report based on the items discussed. Trustee Merkow made a second and the motion carried unanimously with a 4-0 vote.

**6. DISCUSSION AND REVIEW OF LIBRARY GRANT SUMMARY REPORT AND ACCEPTANCE OF THE FY 2024 NV STATE COLLECTION DEVELOPMENT GRANT.**

**a. GRANT AWARD:**

**i. ACCEPTANCE OF THE FY 2024 NV STATE COLLECTION DEVELOPMENT GRANT IN THE AMOUNT OF \$11,389, WHICH WILL BE USED FOR THE PURCHASE OF BOOKS, LIBRARY MATERIALS, AND COMPUTER DATABASES.**

Director DeGhelder noted that the state gives a percentage of money to Nevada libraries to help with the collection and the library's percentage for this year is \$11,389. These funds will be used for library material. Laura mentioned that the funds will be used for physical material, ebooks and audiobooks, and additional material for the Spanish collection. Holly noted that the library is replacing the level readers material with Scholastic guided readers and will use some of the funds to purchase more resource material for homeschoolers as well. The funds will be used multiple ways to enhance the library's collection development.

MOTION/VOTE:

There being no public comment, Trustee Merkow made a motion to accept the FY 2024 Nevada State Collection Development grant. Vice Chairperson Conner made a second and the motion carried unanimously with a 4-0 vote.

**7. DISCUSSION AND UPDATE ON THE PAINTING PROJECT FOR THE MINDEN LIBRARY, INCLUDING BUT NOT LIMITED TO TIMEFRAMES, ESTIMATES, AND VENDOR SELECTION.**

Director DeGhelder stated that he had three vendors do a walkthrough of the library and only one submitted a bid. There was nothing to report to the board at this time. Tim noted that he will continue to work on receiving estimates.

Chairperson Doughty asked for public comment. There was no public comment.

**8. DISCUSSION AND UPDATE ON THE STATUS OF THE STATE LIBRARY'S ONLINE TRAINING FOR NEVADA LIBRARY TRUSTEES.**

Trustee Theresa DeGraffenreid is the only trustee still working on completing the training. Chairperson Doughty noted that she has until October to finish.

**9. DIRECTOR'S MONTHLY REPORT ON LIBRARY OPERATIONS AND STATISTICAL REPORT FROM STAFF.**

The director's monthly report and staff's statistical reports are attached and made a part of these minutes.

Referring to the Capital Improvement Project list included in the packet, Vanna explained what she would like improved at the lake as a goal of the strategic plan.

**10. CLOSING PUBLIC COMMENTS.**

Chairperson Doughty asked for public comment.

There being no public comment, public comment was closed.

**MEETING ADJOURNED AT 11:15 A.M.**