

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
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P.O. Box 337 • Minden, NV 89423

douglas.lib.nv.us

February 20, 2019

The Douglas County Public Library Board of Trustees will meet at 10:00 a.m. on Tuesday, **February 26, 2019** in the Pine Nut Room of the Minden Library, 1625 Library Lane, Minden, NV. Below is an agenda of all items scheduled for consideration. All items **For Possible Action** will include a Public Comment period.

AGENDA

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 or those agenda items where public comment will not be taken as a public hearing is not legally required.

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 you wish to comment on a specific agenda item scheduled for action, please do so when that item is opened for public comment.

2. For possible action. Approval of proposed 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. Approval of the minutes of the January 29, 2019 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. Motion to approve the Consent Calendar, item 4a.

- a. For possible action. Approval of Gift fund claims
 - i. January/February 2019

5. Review of Budget Performance Report summary and Gift Fund summary. [Discussion]

- a. 1/31/2019

6. For possible action. Discussion on adding public comment time limit to Board Bylaws and future meeting agendas.
7. Annual Budget. Discussion and review of annual budget process and deadlines for FY 2019-20 Budget. [Discussion]
 - a. Submission of Department tentative budget: February 15, 2019
 - b. Tentative Budget Presentations to BOCC: March 25-29
 - c. Final Budget Hearings: April 29
 - d. Cost Allocations
 - e. Operating Budget (Salaries, Benefits, Services & Supplies)
 - f. Capital Budget
 - g. Supplemental Requests
8. For possible action. Discussion and possible action to approve tentative Douglas County Library Budget for FY 2019-20. [Discussion]
9. For possible action. Discussion and possible action to approve FY 2019-20 Capital Improvement Projects requests. [Discussion]
10. For possible action. Discussion and possible action to approve FY 2019-20 Supplemental Requests [Discussion]
11. Monthly Report. [Discussion]
 - a. Friends / Foundation
 - i. Friends Board Monthly Meeting – March 11, 2019
 - ii. Foundation Annual Meeting – March 20, 2019 (rescheduled)
 - b. Completed Library Programs
 - c. Current / Planned Library Programs
12. 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.
13. 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 Libraries, Minden and Zephyr Cove
 Douglas County Courthouse
 Minden Post Office
 Zephyr Cove Post Office

<http://douglascountynv.igm2.com/>
<https://notice.nv.gov>

Supporting material for the meeting is available at the Minden Library, 1625 Library Lane, Minden, NV. A request for copies of the supporting materials may be directed to:

Kathy Munson, Administrative Services Manager
Douglas County Public Library
1625 Library Lane, Minden, NV 89423
775-782-9841
kmunson@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 Amy Dodson at 782-9841 before February 26, 2019 for arrangements.

DOUGLAS COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

A quorum or greater number of Library Board Trustees may be gathering at any or all of the following organizations' meetings during the months of March / April 2019. At these meetings the Library Board of Trustees is in attendance to observe the proceedings of the organization and to participate in discussions to the extent allowed by the organization.

These organizations may not have posted a formal agenda for their meetings. The Library Board of Trustees present at the meeting will take no action relevant to the Douglas County Public Library.

Friends of the Library	3/11/19	4:00 PM	Minden Library
Second Wednesday Book Group	3/13/19	5:00 PM	Minden Library
Library Foundation Annual Meeting	3/20/19	10:30 AM	Minden Library
Tentative Budget Hearings	3/25-3/29/19	TBA	BOCC Chambers
Friends of the Library	4/9/19	4:00 PM	Minden Library
Second Wednesday Book Group	4/10/19	5:00 PM	Minden Library
Volunteer Reception	4/12/19	2:30-4:00 PM	Minden Library

This notice was posted at the following locations prior to meeting days:

Douglas County Libraries - Minden and Zephyr Cove
Douglas County Courthouse
Minden and Zephyr Cove Post Offices