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Minden, NV 89423
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P.O. Box 337 • Minden, NV 89423

library.douglascountynv.gov

September 15, 2020

The Douglas County Public Library Board of Trustees will meet at **10:00 a.m.** on **Tuesday, September 22, 2020.** Below is an agenda of all items scheduled for consideration.

Douglas County is actively monitoring and managing the COVID-19 level of risk in our community by closing public offices to minimize contact among individuals and to slow the spread of COVID-19. **The Library Board of Trustees will be conducting its meeting electronically to reduce social gatherings and interpersonal contact.** In adherence to Governor Sisolak's Declaration of Emergency and Directive 006 on public meetings, there will be no physical location designated for this meeting.

- The public will be able to participate in the meeting by submitting public comment prior to the Library Board meeting. Public comment can be submitted online using the Douglas County Public Library website (https://library.douglascountynv.gov/contact_us) or by sending an email to info@douglas.lib.nv.us.
- Written public comments may be mailed to the Douglas County Library at Post Office Box 337, Minden, Nevada 89423.
- All written public comments that are received **prior** to 4:00 PM the day before the Library Board meeting will be compiled and will be added as supplemental material for the Library Trustees and the public to review prior to the meeting.
- Any written public comment received **after** 4:00 PM the day before the Library Board meeting will be compiled and added as supplemental materials to the County's website and distributed to the Library Board of Trustees within 24 hours after the meeting.

Pursuant to Governor Sisolak's Declaration of Emergency, copies of the agenda will not be posted at any physical location. However, members of the public may request an electronic copy of the agenda or the supporting materials by contacting Veronica Hallam at vhallam@douglas.lib.nv.us. Electronic copies of the agenda and supporting materials are also available at the following websites:

- State of Nevada Public Notices website: <https://notice.nv.gov/>
- Douglas County Meeting website: <https://douglascountynv.iqm2.com/Citizens/Default.aspx>

AGENDA

Call Meeting to Order

1. Public comments. [No Action]

All written public comments that are received prior to 4:00 PM the day before the Library Board meeting will be compiled and will be added as supplemental material for the Library Trustees and the public to review prior to the meeting.

Any written public comment received after 4:00 PM the day before the Library Board meeting will be compiled and added as supplemental materials to the County's website and distributed to the Library Board of Trustees within 24 hours after the meeting.

2. For possible action. Discussion on approval of proposed agenda. The Library Board of Trustees reserves the right to take items out of order, to combine two or more agenda items for consideration, and to remove items from the agenda at any time. All items designated "for possible action" shall include discussion by the Board of Trustees and they may take action to approve, modify, deny, take "no action," or continue the item.
3. For possible action. Discussion on approval of the minutes of the June 1, 2020 regular meeting and August 25, 2020 regular meeting.
4. For possible action. Discussion and review of Budget Performance Report summary and Gift Fund summary.
 - a. 7/31/2020
 - b. 8/31/2020
 - c. COVID-related expenditures
5. For possible action. Discussion on revising the format, contents, and delivery of board meeting materials, including but not limited to changing the delivery of packets to the board from electronic mail and US Mail to strictly electronic mail, resulting in a savings on postage and supply costs.
6. For possible action. Discussion on scheduling a December 2020 meeting of the Library Board of Trustees.
7. For possible action. Discussion on revisions and/or introductions of policies and procedures.
8. For possible action. Discussion of the Library's Long Range Plan, and planning for 2021.
 - a. Review of Goals in current Long Range Plan.
 - b. Discussion on possible continuance of current Goals and Long Range Plan.
 - c. Decision must be made by November 24, 2020 meeting.

9. For Discussion Only. Update on the appointment of a new Trustee to the Library Board.
10. For Discussion Only. Update on vacant positions and recruitment of Library staff.
11. For Discussion Only. Library Director's monthly report on library operations and statistical reports from staff.
12. Closing 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. Any written public comment received after 4:00 PM the day before the Library Board meeting will be compiled and added as supplemental materials to the County's website and distributed to the Library Board of Trustees within 24 hours after the meeting.

Adjournment of Meeting

Supporting material for the meeting is available by request in writing, via US Mail or email. A request for copies of the agenda and supporting materials may be directed to:

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

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations are requested to notify Veronica Hallam at 1625 Library Lane, Minden, Nevada 89423 or via email at vhallam@douglas.lib.nv.us at least 24 hours in advance of the meeting.

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 month of September 2020. 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	9/21/20	4:00 PM	Minden Park
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This notice was posted electronically at the following locations prior to meeting days:

State of Nevada Public Notices website: <https://notice.nv.gov/>

Douglas County Meeting website: <https://douglascountynv.iqm2.com/Citizens/Default.aspx>