

**January 17, 2019**

The Churchill County Library Board of Trustees held a public meeting on Thursday, January 17, 2019 at the Churchill County Library Annex, 507 South Maine Street, Fallon, Nevada. The meeting was scheduled to begin at 3:00 p.m.

**REGULAR AGENDA ITEMS**

**Call to Order:** Chair Marilyn Hedges-Hiller called the meeting to order at 3:00 pm

**Public Comment:** None

**Roll call of members:**

Present were Trustees: Marilyn Hedges-Hiller, Kelli Kelly, Denice Pinder, Bill Williams, Jo Petteruti; Library Director Carol Lloyd.

Delayed: Joe Sanford

Absent: Commissioner Carl Equiaga

**Verification of the posting of the agenda:** Verified by Library Director Carol Lloyd

**Review and adoption of agenda:** A motion was made to adopt the agenda by Jo Petteruti, seconded by Bill Williams. All in favor.

**Review and adoption of December, 18, 2018 minutes:** A motion was made to adopt the minutes as modified by Jo Petteruti, seconded by Bill Williams. All in favor.

**Board of Trustees Report:**

Board member Jo Petteruti reported that she attended the New Years Eve event, Last Call Supper Club. She said that the event was well attended, feedback was great, and the CLA along with the museum intend to do the event again next year. Library director Carol Lloyd reported that \$2500 was raised for the endowment. This total reflects the library's portion of the event—a 50% split of funds raised with the Churchill County Museum. Board member Kelli Kelly also attended and reported that she particularly enjoyed the photo booth & dancing! One of the attendees, Brian Crowe, wrote a poem about the event that was shared on the library's social media account.

**Library Directors Report**

Statistics for December were provided. Edit to provided statistics reversing the number of volunteers and the number of volunteer hours. Corrected statistics reflect 20 volunteers and 126 volunteer hours. Discussion about charging for meeting room. Currently people booking the meeting room are encouraged to donate to the library but are not charged a fee. Charging for the meeting room would require additional staffing to manage the process.

Volunteer Appreciation Reception is scheduled for February 28, 2019 @ 6:00 pm. Members of the Library Board of Trustees are asked and encouraged to attend the event. Currently,

volunteers account for a 1.2 full time equivalent. They are managed by librarian Jeslyn MacDiarmid. Volunteer contributions to the library are invaluable.

Jetta Rae Event is scheduled for February 14<sup>th</sup> @ the historic Fallon Theater. This is a free event for the public funded by the Churchill Library Association.

Chamber Dinner - The Library was nominated for a Chamber of Commerce award for their social media and marketing. Director Carol Lloyd will be attending the event. Board member Kelli Kelly invited Joseph Salsman & guest to attend the event in recognition of his contributions to the social media efforts that led to nomination for this award.

State Historical Preservation Office presented the draft of their report for a historical district in the downtown Fallon region. Unfortunately, the district does not include the library and has marked its border about 2 blocks North of the library location. Additionally, the old high school and museum are not included. Museum director Dan Ingram will be working with the SHPO team to extend the district south to the museum.

**Set Date and Time for the regular Library Board Meeting:** The next regular meeting is scheduled for Thursday, February 28, 2019 at 3 pm at the Churchill County Library Annex, 507 South Maine Street, Fallon, NV.

## **OLD BUSINESS**

**Library Marketing and Publicity:** Library Director Carol Lloyd distributed a copy of the NV State Library, Archives, & Public Records 2019 program, the library February event calendar, and copies of 2 articles involving the library from the Lahontan Valley News. The LVN reported on the library's presentation to the Churchill County School Board and recognized librarian Jeslyn MacDiarmid for her service.

**Review, discussion, and possible action to approve items related to the Churchill Library Endowment Fund:** Tabled for February

## **NEW BUSINESS**

### **Review and Adoption of the Monthly Budget Report:**

Motion was made to approve the monthly budget report by Bill Williams, seconded by Jo Petteruti. All in favor.

### **Review and Adoption of Library Gift Fund Report:**

Motion was made to approve the library gift fund report by Denice Pinder, seconded by Bill Williams. All in Favor.

### **Review and Adoption of the Fiscal Year 2019-2020 Budget:**

Library Director Carol Lloyd presented the 2019-2020 budget. Her presentation to the County Commissioners includes an ask for a new librarian position. Carol reported that her programs

and services budget has not increased in years. Thanks to increases in efficiency, the library has operated below budget—library fundraising and grant programs have funded increases in programming and collection development. In order to continue improving the library's programming and services, a new full-time librarian is necessary. The new position will encompass information technology to diversify areas of focus to include: Childrens, Adult Services, Technical Services, and Information Technology.

Library director Carol Lloyd presented edits to the librarian job description including the addition of language related to information technology and the library website. The revised job description will be presented to the County Commissioners for approval at their next meeting.

Motion was made to approve the 2019-2020 budget by Denice Pinder, seconded by Bill Williams. All in Favor.

**Public Comment:** None

**Adjournment:** 3:47 pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelli Ma Kelly".

Kelli Kelly  
January 21, 2019