

**Minutes**  
**of the Meeting of the**  
**Churchill County Library Board**  
**August 28, 2014**

The Churchill County Library Board held a public meeting on August 28, 2014 beginning at 3:03 p.m. at the Churchill County Library Annex, 507 South Maine Street, Fallon, Nevada.

**REGULAR AGENDA ITEMS**

**Call to Order**

Chairman Zip Upham called the meeting to order at 3:03 p.m.

The certificate of posting was noted.

**Roll Call**

Present were Trustees Zip Upham, Kim Farnham, Rebecca Taylor, Dottie Brown and Ann Rapp. Also present were Library Director Carol Lloyd, Deputy District Attorney Wade Carner, Churchill County Human Resources Director Geof Stark, members of the Churchill Library Association Ron Belbin and Marilyn Hedges-Hiller, County Commissioner Bus Scharmann, and member of the public Jean Beatty.

**Public Comment**

Jean Beatty thanked the Board and Association for the Wine Tasting. It was her first time attending it.

**Review and adoption of agenda**

A motion was made by Ann Rapp to approve the agenda. Second: Kim Farnham. All in favor.

**Review and adoption of the minutes**

A motion was made by Ann Rapp to approve the minutes of the special Library Board meeting on July 22, 2014 and the regular Library Board meeting on July 24, 2014. Second: Kim Farnham. All in favor.

**Library Director's Evaluation**

Churchill County Human Resources Director presented a composite evaluation of Carol Lloyd's performance based on the Board members' individual evaluations. A motion was made by Kim Farnham to approve the final evaluation. Second: Rebecca Taylor. All in favor.

**Trustee Training**

The Board discussed Module 5 of the Trustee Training course from ALTAFF and will complete Module 6 by the next meeting.

### **Review and adoption of Library Building Fund and Gift Fund**

A motion was made by Kim Farnham to approve the Library Building Fund and Gift Fund reports as presented. Second: Ann Rapp. All in favor.

### **Library Board of Trustees' Report**

It was noted that Public Comment should be moved to the top of the meeting agendas, right after the pledge.

### **Library Director's Report**

The County made their annual transfer of \$50,000 to the Building Fund at the Board's request. The Summer Reading Program has finished and was very successful. Next year, Carol plans to bring adults and parents into the program. Contributions from the Churchill Library Association, CComm and LTSA grants funded the program.

### **Set date and time of regular/special Library Board meetings**

The next regular meeting is scheduled for Thursday, September 25, 2014 at 3:00 pm at the Library Annex at 507 South Maine Street.

## **OLD BUSINESS**

### **Review and adoption of library marketing and publicity**

The Lahontan Valley News continues to publish monthly articles by Carol about the Library. They also comped two quarter-page ads in the paper for the wine tasting. And they ran 2 articles; one on the Beer and Wine Tasting and one on the Summer Reading Program. Carol spoke to the Mayor of Fallon to update him on Library programs and other issues. She will continue to keep him briefed about what is going on at the Library.

### **Discussion and possible action to approve items related to the building repurpose project**

\$3,500 was donated by Bill and Mary Williams for the repurpose project. The Library will receive \$6,000 from the Churchill Library Association for construction of the donor wall inside the entryway. A motion was made by Ann Rapp to approve the use of the \$50,000 from the Country for the building repurpose project. Second: Dottie Brown. All in favor.

A motion was made by Ann Rapp to simplify the donor wall design to have just the outline of Churchill County. Second: Rebecca Taylor. All in favor.

The main building of the Library will be closed for four months while construction takes place on the repurpose project. The Library will continue to offer services from the Churchill County Library Annex and will also make an effort to teach and highlight the use of web-based products.

## **NEW BUSINESS**

### **Review and adoption of monthly financial report**

As of 08/04/14, 8% of the fiscal year has elapsed and 18% of the budget has been spent. The CLAN fee was fully paid off during the month of July. A motion to accept the budget was made by Dottie Brown. Second: Kim Farnham. All in favor.

### **Review of monthly circulation reports**

A motion was made by Kim Farnham to approve the circulation numbers as presented. Second: Ann Rapp. All in favor.

### **Discussion and possible action to approve \$7,700 for audio and digital material for children, young adults and adults from the Morgan Trust**

A motion was made by Kim Farnham to approve \$7,700 for audio and digital material for children, young adults and adults from the Morgan Trust. Second: Dottie Brown. All in favor.

### **Public comment**

None.

***The meeting was adjourned at 4:43 p.m.***

Respectfully Submitted,

Kim Farnham, Board Member and Secretary