

AGENDA
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday June 1, 2021 – 5:30 PM

Members: Rebecca Lim, Chairperson Sara Keehfuss, Treasurer
 Gwenn Snow, Vice-Chairperson Frank Wagener-Member
 Mallory Barber, Secretary/Clerk

SPECIAL NOTE: Below is the agenda items scheduled to be considered. All items are approximate except for bid openings, public hearings, and any other items agendized at a specific time. Items on the agenda without a time designation may be taken out of order. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Action may be taken on those items denoted (FOR POSSIBLE ACTION)

ITEM#/SUBJECT

1. Call meeting to order – For Possible Action
2. GENERAL PUBLIC COMMENT – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on an agenda as an action item.
3. Approval of Agenda – For Possible Action
4. Reading, correction and approval of minutes for May 4, 2021 and May 19, 2021- For Possible Action
5. OPEN DISCUSSION – (This item is for discussion only. No action will be taken at this time. There may be a time limit placed on this discussion if necessary.)
6. INFORMATIONAL ITEMS
 - a.
7. DISTRICT MONTHLY REPORTS- For possible action
 - a. SVLD -
 - b. Children’s Wing report -
8. OLD BUSINESS - For Possible Action
 - a.
9. NEW BUSINESS – For Possible Action
 - a. Discussion and possible decision concerning closing September 7 & 8th for the Sirsi upgrade
 - b. Discussion and possible decision concerning adding a Trespass Policy to the SVLD Library Policy Manual
10. CORRESPONDENCE – For possible Action
 - a.
11. FINANCE – For possible Action
 - a. Approve and sign expenditures for June 1, 2021.

b. Cash flow

12. GENERAL PUBLIC COMMENT – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on an agenda as an action item.

13. SET DATE AND TIME FOR NEXT MEETING

14. ADJOURN – For Possible Action

Supporting information for this agenda can be obtained from Andrea Madziarek at the Round Mountain Public Library at 775-377-2215 or andream@svld.net

All agendas are posted at the following locations:

Round Mountain Post Office	Round Mountain Public Library	Manhattan Public Library
83 Hadley Circle	73 Hadley Circle	7 Mineral Street
Round Mountain, NV 89045	Round Mountain, NV 89045	Manhattan, NV 89022

Also can be found on the Department of Administration website <https://notice.nv.gov>
County – Nye County - Smoky Valley Library Board and on the Smoky Valley Library District website www.svld.net

Any member of the public who is disabled and requires accommodations or assistance at this meeting is requested to notify the Round Mountain Public Library in writing or call (775) 377-2215.

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday May 4, 2021– 5:30 PM**

Members present: Rebecca Lim, Chairperson Gwenn Snow, Vice-Chairperson
Sara Keehfuss, Treasurer Mallory Barber, Secretary/Clerk

Members absent: Frank Wagener, Member

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Dept. Head, SVLD Children's Wing

These minutes are a draft, subject to revision and/or approval by Board of Trustees at their next regularly scheduled meeting.

ITEM#/SUBJECT

1. This meeting was called to order at 5:37 pm by Becky Lim
2. General Public Comment: - Nothing at this time
3. Approval agenda – Mallory made a motion to accept agenda for May 4, 2021. Gwenn seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes. Sara made a motion to accept minutes for April 6, 2021. Mallory made a motion to accept minutes for April 6, 2021 as written. Sara seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Jeanne reported that we received a letter from the Department of Taxation accepting our tentative budget for 2021-2022.
 - b. Jeanne received an email from Lumos – Lumos is working with SHPO to insure that we are following the NRS regulations concerning a historic building
6. OPEN DISCUSSION – Jeanne and Andrea asked the board their opinion on re-opening back to regular hours and programs starting June 1, 2021. The board members all agreed. The only thing that will change is if there is a mandate that is published stating otherwise. RMPL hours will be Monday –Friday 8 am to 6 pm. MPL will be Wednesday – Saturday 10 am to 5 pm.
7. DISTRICT REPORTS– For possible action –
 - a. SVLD District report –Visits are up. Classes have been visiting regularly and we have been doing many things for the school with poster printer.
 - b. Children's Wing report – Board looked over Children's Wing report. Summer Reading Program will be Tales and Tails. We are planning to do our SRP in person. Amy thanked board for their support while she was gone the last couple of months.
8. OLD BUSINESS– For Possible Action –. Nothing at this time
9. NEW BUSINESS– For possible action –
 - a. Qtrack package pod – Jeanne explained to the board that this is a locker system that can be used for patron to be able to pick up materials after hours or if they just don't want to come into the library building. It has to have an internet connection, it will send a code to a person's email or alert them with a code for the locker if the use

the app. Jeanne said that this would have to come out of capital expenditures. Sara made a motion to go forward with the Qtrak system after all other capital projects are complete. Mallory seconded. All voted in favor. Motion passed.

b. Reader Board at RMHS – Andrea told the board about the Reader Board at the High School. Sara and Becky mentioned that they are aware of this project and think it's a good idea for the library to do. Jeanne said that it will be hard to purchase this because of the way petty cash works. Andrea and Jeanne said that they will figure out a way to pay for this if board votes to do it. Sara made a motion to purchase the largest plaque that we can fund. Mallory seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE –

a. Nothing at this time.

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers dated May 4, 2021. Mallory seconded. All voted in favor. Motion passed.

b. Cash flow – the board looked over the cash flow.

c. Budget information for 2021-2022 – Jeanne presented the new tentative budget to the board and explained to them the few changes she needed to make for the Department of Taxation.

d. Quarterly report – Jeanne presented the Quarterly report – Board looked over report. Sara made a motion to accept the 4th Quarter Report. Mallory seconded. All voted in favor. Motion passed.

12. General Public Comment – (second) – Nothing at this time.

13. Set date and time of next meeting. The next meeting was set for Tuesday, June 1, 2021 @ 5:30 PM in Round Mountain Public Library in Round Mountain, Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:45 PM.

Date approved

Mallory Barber, Secretary/Clerk

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
FINAL BUDGET HEARING
Round Mountain Public Library
Round Mountain Nevada
Monday May 19, 2021– 12:00 PM**

These minutes are a draft, subject to revision and/or approval by Board of Trustees at their next regularly scheduled meeting.

Members present: Gwenn Snow, Vice-Chairperson
Sara Keehfuss, Treasurer
Frank Wagener, Member

Members absent: Rebecca Lim, Chairperson Mallory Barber, Secretary/Clerk

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District

ITEM#/SUBJECT

1. This meeting was called to order at 12:07 PM by Gwenn Snow.
2. General Public Comment: - Nothing at this time
3. Approval agenda –Sara made a motion to accept agenda. Frank seconded. All voted in favor. Motion passed.
4. OPEN DISCUSSION – Jeanne let the board know that she email Lumos about estimated start time for the roof project for the Manhattan Library. Sara let everyone know that there is a new PTO Board and that they would like to thank library for their support for events from over the weekend. Father daughter dance and the Mother son picnic.
5. FINANCE – For possible action
 - a. Adoption of the Final Budget for 2021-2022 – Frank made a motion to accept the Budget for 2021-2022 as the Final Budget. Sara seconded. All voted in favor. Motion passed.
6. GENERAL PUBLIC COMMENT – Jeanne reported that our curbside service is going well. We are stilling cleaning and doing projects to improve libraries.
7. ADJOURN – Frank made a motion to adjourn the meeting at 12:20 PM.

Date approved

Mallory Barber, Secretary/Clerk

Smoky Valley Library District

www.svid.net

Round Mountain Public Library
 P.O. Box 1428
 Round Mountain, Nevada, 89045
 (775) 377-2215
 Fax (775)-377-2699

Manhattan Public Library
 P.O. Box 95
 Manhattan, Nevada, 89022
 (775) 487-2623
 Fax (775) 487-2326

SVLD MONTHLY REPORT FOR April 2021

Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	43	13	56	12690	201
Kids	158	5	163	13771	1,097
Entertainment	37	20	57	19417	741
eBooks	3	0	3	2,348	13
eAudio	320	0	320	40,041	71
eMagazines	0	0	0	3,356	3
Databases	0	0	56	56	1,099
Computer	0	0	15	15	69
GRAND TOTAL	561	38	670	91,694	3294

	RMPL	MPL	TOTAL
Visits	1,896	307	2,203
Wi-Fi	726	192	918
Meeting Room	15	0	15
Patron Cards	6	1	7

Website Visits	242
Volunteer Hours	8
Notaries	34
Tutoring	29
Proctoring	5
ILL	-
AR Testing	68
Reference ?	12
Material Requests	5

Revenues:

Fax	\$	43.00
Fines	\$	82.40
Copies	\$	39.05
Donations	\$	26.15
Misc.	\$	102.00
GRAND TOTAL:	\$	292.60

PROGRAMS:

Name	Offered	Attendance
Classes	30	433
Easter Bunny	1	90
3 Year Old Preschool	15	77
4 Year Old Preschool	15	164
TOTALS:	61	764

Round Mountain Public Library

Children's Wing Report

May 2021

Master of Minutes Reading Challenge:

- **Ages 0-7: 18 participants – 26,935 minutes read**

Classes: 215

3-year-old moving up ceremony: 37

4-year-old graduation: 74

Tutoring: 6

Volunteer hours: 6

May views for Facebook:

- **Spanish Class: 134**
- **Storytime: 100**
- **STEM: 91**

May views for YouTube:

- **Storytime: 2**
- **STEM: 1**

The Summer Reading Program will be held in house starting Tuesday, June 15th- Thursday, June 17th and Tuesday, June 22nd – Thursday, June 24th, ages 0-7 is 10:00am – 11:30am and ages 8 & older is from 1:00pm – 3:00pm. All of the prizes and awards have been purchased. The SRP store is set up and the goody bags are ready.

After SRP we will be starting our Storytime, STEM and Spanish classes again in house since the COVID restrictions have been lifted. We will also continue to post them on our Facebook page and our YouTube Channel.

SMOKY VALLEY LIBRARY DISTRICT
 PO BOX 1428
 ROUND MOUNTAIN, NV 89045
 EXPENDITURE LISTING

APPROVED USING PRE-APPROVAL LETTER:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
CHASE	4/29/2021	Chase April 2021	\$8,635.45	Credit Card
NV ENERGY	5/4/2021	379561 April 2021	\$383.47	Power MPL
NV ENERGY	5/14/2021	378178 April 2021	\$154.42	Power RMPL
NYE COUNTY PUBLIC WORKS	5/3/2021	27-0009744	\$55.00	Water MPL
AMOUNT			\$9,228.34	

NEW INVOICES:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	5/10/2021	Amazon June 2021	\$1,388.52	Various
BAKER & TAYLOR INC	5/17/2021	2035975878	\$65.11	Adult Books
CRIMSON MULTIMEDIA	5/4/2021	005446	\$1,779.32	Video Games
DEMCO INC	5/11/2021	6949674	\$20.54	Operating Supplies
GENERAL STORE	5/12/2021	02-975994	\$51.06	Programs Preschool
GENERAL STORE	5/13/2021	02-976322	\$3.79	Programs Preschool
GENERAL STORE	5/20/2021	01-1474434	\$59.98	Movies
LAS VEGAS REVIEW-	5/13/2021	0001147361	\$22.62	Budget Hearing Pub.
MICROMARKETING LLC	5/4/2021	848878	\$31.84	Adult Audios
MICROMARKETING LLC	5/4/2021	849209	\$14.40	Kids Books
MICROMARKETING LLC	5/4/2021	849273	\$103.38	Adult Books
MICROMARKETING LLC	5/4/2021	849274	\$169.77	Kids Books
MICROMARKETING LLC	5/6/2021	849640	\$70.35	Kids Books
MICROMARKETING LLC	5/11/2021	849985	\$28.78	Kids Books
MICROMARKETING LLC	5/13/2021	850197	\$36.39	Adult Audios
MICROMARKETING LLC	5/13/2021	850414	\$23.99	Adult Books
MICROMARKETING LLC	5/17/2021	850648	\$7.99	Kids Books
MICROMARKETING LLC	5/20/2021	850849	\$23.65	Adult Audios
QUILL	5/4/2021	16514891	\$74.91	Office Supplies
QUILL	5/4/2021	16514970	\$9.95	Office Supplies
QUILL	5/4/2021	16516687	\$31.99	Office Supplies
QUILL	5/7/2021	16610667	\$23.90	Office Supplies
QUILL	5/7/2021	16611524	\$109.87	Office Supplies
QUILL	5/7/2021	16612215	\$23.90	Office Supplies
QUILL	5/17/2021	16806026	\$59.98	Office Supplies
QUILL	5/17/2021	16807758	\$114.84	Office Supplies

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
QUILL	5/18/2021	16840942	\$115.35	Office Supplies
QUILL	5/19/2021	16873794	\$236.95	Office Janitorial
QUILL	5/20/2021	16910846	\$76.90	Office Supplies
SMOKY VALLEY HARDWARE	5/20/2021	2105-139449	\$25.48	Building Maintenance
SMOKY VALLEY HARDWARE	5/24/2021	2105-139607	\$31.99	Building Maintenance
SMOKY VALLEY LIBRARY-	4/30/2021	SVLD PC 4-30-2021	\$793.25	Petty Cash

NEW INVOICE TOTAL: \$5,630.74
PRE-APPROVED TOTAL: \$9,228.34
GRAND TOTAL: \$14,859.08

Rebecca Lim, Chairperson

Gwenn Snow, Vice-Chairperson

Mallory Barber, Secretary/Clerk

Sara Keehfuss, Treasurer

Frank Wagener, Member