

AGENDA
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada

Tuesday September 1, 2020 – 5:45 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.

DUE TO THE CURRENT STATE OF EMERGENCY DECLARED BY THE GOVERNOR BECAUSE OF THE COVID-19 VIRUS, AND MORE SPECIFICALLY GOVERNOR'S DIRECTIVE 003, NO MORE THAN 10 PEOPLE MAY BE IN ATTENDANCE AT ANY GATHERING. THIS MEETING WILL BE HELD IN THE ROUND MOUNTAIN PUBLIC LIBRARY CONFERNECE ROOM WITH BOARD MEMBERS ONLY. PUBLIC COMMENT WILL BE TAKEN BUT WILL BE REQUIRED TO BE SUBMITTED IN WRITING VIA EMAIL TO THE LIBRARY DIRECTORS AND WILL BE READ AND PLACED ON THE RECORD DURING PUBLIC INPUT.

jeanneb@svld.net or andream@svld.net

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 August 4, 2020 - 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. Lumos & Associates – Structural Engineer – report on earthquake damage for RMPL and info for the Manhattan Library roof project
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.

10. CORRESPONDENCE – For possible Action

a.

11. FINANCE – For possible Action

a. Approve and sign expenditures for September 1, 2020. Fiscal year 2020-2021.

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.

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 August 4, 2020– 5:45 PM

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

Members absent: Rebecca Lim, Chairperson

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

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 5:45 pm by Gwenn Snow
2. General Public Comment - Nothing at this time.
3. Approval agenda – Frank made a motion to accept agenda. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes –July 7, 2020. Frank made a motion to accept minutes with date corrected to July 7, 2020. Mallory seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Indebtedness form – Jeanne presented form. We have no debt.
 - b. Capital improvement – Automation of the library.
 - c. Chief financial officer - Jeanne is the Chief Financial Officer for the Smoky Valley Library District.
 - d. Insurance agent – Carol Ingalls insurance agent – there is a \$500.00 deductible. Carol contacted Lumas – structural Engineer and they are sending someone out to check building for earthquake damage.
 - f. Northern Nye County School opening procedures – Board discussed the plan letter from Sonja Miller, Round Mountain School principal. Sara mentioned the school using "Canvas" for distance learning classes. If parent choose to do online school they students are not enrolled in Nye County School District.
6. OPEN DISCUSSION – Jeanne mentioned the taxiing of the mining industry and how it could affect us. Frank said that they will be fighting it. One of these three Bill's will affect our budget. Frank mentioned that it will go before the legislature and has to pass twice. He also said it will impact Kinross expanding.
7. DISTRICT REPORTS– For possible action –
 - a. SVLD District report – Jeanne gave the COVID-19 Statistics. – Jeanne also reported on MPL and the hours we are now open and that Phyllis goes up to clean and is getting records in order.
 - b. Children's Wing report – Amy explained the 26 plan for both age Storytime's and STEM. And reported to the board about our new YouTube channel where these programs will also be available.
8. OLD BUSINESS– For Possible Action –. Nothing at this time
9. NEW BUSINESS– For possible action – Nothing at this time.
10. CORRESPONDENCE –
 - a. N/A
11. FINANCE -
 - a. Finance – Mallory made a motion to approve and sign vouchers dated August 4, 2020 for ending year 2019-2020 and New Year 2020-2021. Sara seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne and the board looked over the cash flow that was presented.

c. 4th Quarter Report – Jeanne presented the 4th Quarter Report for Board to review.

12. General Public Comment – (second)

a. Jeanne mentioned that RB digital and Overdrive are combining and how it may affect our catalog.

Jeanne is waiting to hear back from them on how things will affect our services. Jeanne also told the board about the MyLibro database that we will be using for patrons to be able to access our online catalog to request material and schedule pick-ups if they want. It will cost the library \$4000.00 a year. Ben Dobson was here to give an estimate on the sidewalks & automatic doors. Jeanne reported that she is taking 2 classes so that she can keep her certification, she also reported on all the automatic installations we've made so far.

13. Set date and time of next meeting. The next meeting was set for Tuesday, September 1, 2020 @ 5:45 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN – Sara made a motion to adjourn the meeting @ 6:45 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
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SVLD MONTHLY REPORT FOR JULY 2020

Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	105	55	160	12,310	315
Kids	306	14	320	14,215	981
Entertainment	200	12	212	18,246	1,201
eBooks	115	0	115	2,239	9
eAudio	641	0	641	40,049	68
Databases	0	0	0	54	2,251
Computer	0	0	0	15	42
GRAND TOTAL	1367	81	1448	87,128	4867

	RMPL	MPL	TOTAL
Visits	725	27	752
Wi-Fi	444	141	585
Meeting Room	6	4	10
Patron Cards	6	2	8

Website Visits	405
Volunteer Hours	5
Notaries	53
Tutoring	0
Proctoring	0
ILL	0
AR Testing	0
Reference ?	25

Revenues:

Fax	\$	35.00
Fines	\$	-
Copies	\$	26.00
Donations	\$	136.70
Misc.	\$	48.05
GRAND TOTAL:	\$	245.75

PROGRAMS:

Name	# Offered	Attendance
4th of July Bike Decorating	1	7
Table Top		27
Craft Bags		41
Imagine Your Summer		44
TOTALS:		119

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
AT&T	7/28/2020	AT&T August 2020	\$63.96	Phone, Fax RMPL
FRONTIER	8/1/2020	Frontier August 2020	\$193.77	Phone, Fax, Internet MPL
NV ENERGY	8/5/2020	379561 July 2020	\$32.51	Power MPL
NV ENERGY	8/14/2020	378178 July 2020	\$332.77	Power RMPL
NYE COUNTY PUBLIC WORKS	8/3/2020	27-0008457	\$55.00	Water MPL
XEROX	8/1/2020	011011082	\$462.72	Xerox Lease
XEROX	8/1/2020	011011083	\$489.79	Xerox Lease
AMOUNT			\$1,630.52	

NEW INVOICES:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	8/10/2020	Amazon Sept 2020	\$9,015.35	Various
BAKER & TAYLOR INC	7/27/2020	2035383406	\$48.71	Adult Books
BAKER & TAYLOR INC	8/3/2020	2035396134	\$16.43	Adult Books
BAKER & TAYLOR INC	8/17/2020	2035425163	\$31.14	Adult Books
CRIMSON MULTIMEDIA	8/7/2020	003725	\$497.22	Video Games
DEMCO INC	8/6/2020	6825235	\$342.41	Operating Supplies
DESERT GREEN DISPOSAL &	9/1/2020	1581	\$135.00	Trash Disposal
MICROMARKETING LLC	8/4/2020	819016	\$149.07	Adult Books
MICROMARKETING LLC	8/7/2020	819326	\$34.36	Adult Books
MICROMARKETING LLC	8/12/2020	819784	\$306.76	Adult Audio
MICROMARKETING LLC	8/12/2020	820053	\$123.95	Adult Books
MICROMARKETING LLC	8/12/2020	820056	\$32.79	Adult Books
MICROMARKETING LLC	8/12/2020	820057	\$58.36	Kids Books
MICROMARKETING LLC	8/12/2020	820076	\$19.99	Adult Books
MICROMARKETING LLC	8/12/2020	820081	\$18.36	Kids Books
MICROMARKETING LLC	8/18/2020	820553	\$43.97	Kids Books
MICROMARKETING LLC	8/20/2020	820799	\$24.00	Adult Books
MICROMARKETING LLC	8/20/2020	820862	\$17.59	Adult Books
MICROMARKETING LLC	8/20/2020	820878	\$14.39	Kids Books
OVER DRIVE INC	8/1/2020	H-0068776	\$6,000.00	Platform & Content
PENWORTHY COMPANY	7/30/2020	0563938-IN	\$597.29	Kids Books
QUILL	7/20/2020	8759549	\$43.71	Office Supplies
QUILL	7/21/2020	8767742	\$38.99	Janitorial
QUILL	8/14/2020	9601042	\$23.16	Janitorial
RECORDED BOOKS LLC	8/12/2020	76692573	\$63.17	eAudio
SMOKY VALLEY HARDWARE	8/4/2020	2008-128309	\$125.72	Building Maint
SMOKY VALLEY HARDWARE	8/10/2020	2008-128559	\$54.89	Building Maint

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
WORLD TRADE PRESS	8/11/2020	INV673788	\$721.00	Database

NEW INVOICE TOTAL: \$18,597.78
PRE-APPROVED TOTAL: \$1,630.52
GRAND TOTAL: \$20,228.30

 Rebecca Lim, Chairperson

 Gwenn Snow, Vice-Chairperson

 Mallory Barber, Secretary/Clerk

 Sara Keehfuss, Treasurer

 Frank Wagener, Member