

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday July 3, 2018– 5:00 PM**

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

Members absent: Tamara Jones, Chairperson

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

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 5:00 pm by Becky Lim.
2. General Public Comment: - ~~Tamara welcomed the new board members and thanked them for being willing to help support the library.~~
3. Approval agenda –Gwenn made a motion to accept agenda. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – June 5, 2018. Mallory made a motion to accept minutes for June 5, 2018. Gwenn seconded. All voted in favor. Motion passed.
5. OPEN DISCUSSION – Andrea explained to the board that the money we earned from the scholastic fair was spent on a Makers Space cabinet with all the accessories to go with it. It is made up of things for grades K-5th. This will be a new program we start when the new school year starts. Jeanne told the board that we are experiencing problems again with the staff bathroom, and that Maraccini's will be out to work on it next week. We have also been having problems with our server. It's time for us to purchase a new one, so we are looking into the cost and all the options we need to cover all the things we need it to do.
6. LIBRARY REPORTS– For possible action –
 - a. RMPL – Board viewed and discussed. Mallory asked about volunteer's on the report. Jeanne explained that we keep track of their time (board) and anyone else who helps us in the library.
 - b. MPL – Patron visits and circulation is down from last year. Wi-Fi use is up.
7. OLD BUSINESS– For Possible Action –
8. NEW BUSINESS– For possible action –
 - a. Summer reading program – The board read through the report Amy did for the program. It was overall a good program. Jeanne told the board that on this report it does not show the adult's that came or the volunteer hours.
 - b. EBSCO database – Jeanne explained to the board that we had a meeting with the EBSCO rep on this archival database. This database has 19 different titles and will be able to be accessed from our website as long as you have a current library card. The cost for a 25 year purchase of these 19 titles will be \$24,099.00. Jeanne explained to the board that the trials we did on these titles were very good and that she feels for the future of the District this is a good option. We will be able to offer this for the next 25 years to our patrons without it affecting our

budget. Gwenn made a motion to accept the offer from EBSCO for the database with the 19 titles for the next 25 years. Mallory seconded. All voted in favor. Motion passed.

9. Correspondence – Letter from the Department of Taxation stating that our 201~~8~~2019 budget is in compliance.

10. FINANCE -

a. Finance – Gwen made a motion to approve and sign vouchers for July 3, 2017-2018 fiscal year. Mallory seconded. All voted in favor. Motion passed.

b. Gwen made a motion to approve and sign vouchers for July 3, 2018-2019 fiscal year. Sara seconded. All voted in favor. Motion passed.

c. Cash Flow – Jeanne reported on the cash flow status.

d. 4th Quarterly report – Jeanne explained to the new board members about the quarterly reports.

e. Annual report 2017-2018 - Jeanne reported on the Annual report *continued*

f. NV Energy – Jeanne explained to the board that NV Energy *connected* Nye County about the way they pay all the NV Energy bills. The county sends a list of the account numbers along with one check to pay all the entities power bills. They are trying to figure out the best way to handle this. There was several idea's on what to do, but they have not yet come up with a solid plan. We thought about paying it out of our petty cash fund. But this means that we may have to up the amount in that account. Jeanne said that she would like to wait and see what the County comes up with before making any changes. This will be on the next agenda for an update.

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

13. Set date and time of next meeting Tuesday August 7, 2018 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Sara made a motion to adjourn the meeting @ 6:20 PM

8/7/18
Date approved

Sara
Sara Keehuss, Secretary/Clerk

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday August 7, 2018– 5:00 PM**

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

Members absent: Tamara Jones, Chairperson Gwenn Snow, Treasurer

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

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 5:00 pm by Becky Lim.
2. General Public Comment: - Becky spoke about the Business organization meetings and how they want to get people more aquatented with all the businesses in the area. She spoke about a passport program that the organization and RMGC are collaborating on. They would like to have people of the community receive the passports and have each business stamp them saying the visited the business. After the passports are complete they will be eligible to be put in to a raffle. Becky asked if the library could be the place that people come to, to receive the passports. She also said that each business will be donating \$25.00 so the raffle items could be purchased. The Co-Directors agreed that patrons could pick up passports from the library.
3. Approval agenda –Sara made a motion to accept agenda. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – July 3, 2018. GPC – no comments were made. 9. 2018. 10. F. contacted Nye County.
5. OPEN DISCUSSION – Co-Directors spoke about the new computers that we received and that most of them are set up. We received the new photo printer and computer and it is set up. Jeanne updated the board on the staff bathroom problems and told them we are putting in a new sink and area for our washer/dryer.
6. LIBRARY REPORTS– For possible action –
 - a. RMPL – Jeanne told the board that we put in a new patron counter at the back door so she feels the patron count will be a little more accurate. Jeanne also asked that if there is ever anything else they would like to see on the report please let her know.
 - b. MPL – Tonys report for Manhattan was read. No questions asked.
7. OLD BUSINESS– For Possible Action –
 - a. NV Energy – Jeanne updated the board on the bill pay method the County came up with for NV Energy.
8. NEW BUSINESS– For possible action –
 - A. Nothing at this time
9. Correspondence – Nothing at this time.
10. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers for August 7, 2017-2018 fiscal year. Mallory seconded. All voted in favor. Motion passed.

b. Sara made a motion to approve and sign vouchers for August 7, 2018-2019 fiscal year. Mallory seconded. All voted in favor. Motion passed.

c. Cash Flow – Jeanne reported on the cash flow status. It's a little lower than the annual report.

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

13. Set date and time of next meeting Tuesday September 4, 2018 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:00 PM

9-4-18

Date approved



Sara Keehfuss, Secretary/Clerk

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday September 4, 2018– 5:00 PM**

Members present: Tamara Jones, Chairperson Rebecca Lim, Vice-Chairperson
Sara Keehfuss, Secretary/Clerk

Members absent: Gwenn Snow, Treasurer Mallory Barber, Member

Also present: Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:00 pm by Tamara Jones.
2. General Public Comment: - Nothing at this time.
3. Approval agenda –Sara made a motion to accept agenda. Becky seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Becky made a motion to accept minutes as written. Sara seconded. All voted in favor. Motion passed.
5. OPEN DISCUSSION – Andrea told the board that we had been experiencing a very strong order of propane in the front foyer. She called Maraccini's and they are coming to look at it. We did turn off all the tanks. Amy told the board that we will be having the book fair the week of the September 10 – 14th, 2018.
6. LIBRARY REPORTS– For possible action –
 - a. RMPL – Tamara said that the reports look all very normal.
 - b. MPL – All reports were read.
7. OLD BUSINESS– For Possible Action – Nothing at this time.
8. NEW BUSINESS– For possible action –
 - A. E-Rate – Tamara read over all the information that was presented concerning e-rate. She is concerned over the filtering of computers. Becky and Sara abstained from any discussion because of the Internet Business. Tamara asked that this be tabled for further discussion with the other board members.
9. Correspondence – Nothing at this time.
10. FINANCE -
 - a. Finance – Becky made a motion to approve and sign vouchers for September 4, 2018 fiscal year. Sara seconded. All voted in favor. Motion passed.
 - b. Cash Flow – The board read over the cash flow report. Andrea told them that Jeanne had added the categories that were discussed at previous board meetings. If they would like more categories or in a different format please let Jeanne know.
11. General Public Comment – (second) – Andrea reminded the board of the Harvest Festival on October 20th from 10 am – 2 pm.

13. Set date and time of next meeting Tuesday October 2, 2018 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 5:30 PM

10/2/2018
Date approved

Sara Keehuss
Sara Keehuss, Secretary/Clerk

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday October 2, 2018– 5:00 PM

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

Members absent: Mallory Barber, Member

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:02 pm by Tamara Jones.
2. General Public Comment: - Becky reported that SVI was hacked. They have the problem corrected and everything is good now. She said that SVI will be closed for a week for her and her staff to attend a conference in Las Vegas. They are excited to learn about new things that are out there for the business. She reported that SVI signed a contract to receive 5G service. They are all very excited to offer better service to all SVI costumers.
3. Approval agenda –Gwenn made a motion to accept agenda with added correspondence from NV State Library concerning Collection Development funds. Becky seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Becky made a motion to accept minutes with corrections – Odor and Marraccini's spelling errors. Gwenn seconded. All voted in favor. Motion passed.
5. OPEN DISCUSSION – Jeanne told the board that she may have to be gone for a while. Her dad is ill and she may need to go back to Pennsylvania to help take care of him. We will be purchasing a laptop for the library for her to use while she's gone so that she can continue to pay the bill's and keep editing materials.
6. LIBRARY REPORTS– For possible action –
 - a. RMPL – Board read reports. Commented that WIFI usage is up.
 - b. MPL – Board read reports and talked about using the Collection Development Grant in Manhattan for books. Jeanne told board that when we were experiencing problems with Destiny that Candida and Heather went to Manhattan and finished the inventory.
7. OLD BUSINESS– For Possible Action – Nothing at this time.
8. NEW BUSINESS– For possible action –
 - A. E-Rate – Tamara Jeanne and Andrea explained E-Rate to the board. Jeanne said that it is Federal funds and there are stipulations for us to follow if we choose to use them. Tamara voiced her concerns on e-rate and censoring computers. Board discussed e-rate. Gwenn made a motion that the Library District not participate in the E-Rate program. Sara Seconded. Becky abstained. All voted in favor. Motion passed.
9. Correspondence – Nevada State Library Collection Development Grant. Jeanne told the board that she will be using these funds for the Manhattan Library on books/printed material.

10. FINANCE -

a. Finance – Gwenn made a motion to approve and sign vouchers for October 2, 2018. Sara seconded. All voted in favor. Motion passed.

b. Cash Flow – The board read over the cash flow report.

11. General Public Comment – (second) – Tamara told everyone about the Parent Involvement night at the school, it is the first one of hopefully many it is scheduled for October 10, 2018 from 5:30 to 7:00 PM. Amy reported to the board on the Scholastic Book fair, her grand total was \$4649.00. This was our best fair yet! Tamara reminded everyone about the Harvest Festival October 20, from 10 am to 2 pm.

13. Set date and time of next meeting Tuesday November 6, 2018 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Gwenn made a motion to adjourn the meeting @ 5:46 PM

11/6/18
Date approved

Sara Keehfuss
Sara Keehfuss, Secretary/Clerk

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday November 6, 2018– 5:00 PM**

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

Members absent:

Also present: Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:02 pm by Tamara Jones.
2. General Public Comment: - Becky said that she has been attending the Smoky Valley Business meetings and that they brought up that they feel the library should be open on Saturday's for patrons that may need information about the area. That the library is the center of the community and that most people look to the library for help. Andrea reminded the board about a few of the reasons we started closing on Saturday besides the budget issues. Becky asked that this be put on the agenda for further discussion.
3. Approval agenda –Gwenn made a motion to accept agenda with changes to 10 b. Finance – Cash flow will not be discussed. Becky seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Becky made a motion to accept minutes with corrections – attempted to be hacked – clarification. Mallory seconded. All voted in favor. Motion passed.
5. OPEN DISCUSSION – Sarah asked about the rubber pellets for the park and where we stand on getting them. Andrea explained that they have been ordered and we did receive approximately 100 bags, but we do not want to put them down until we get all of them. Tamara said that the school's event Family engagement night was a big success and that they are planning another one in the spring!
6. LIBRARY REPORTS– For possible action –
 - a. RMPL – Board read reports. Sara asked about how we felt the Harvest Festival went. Andrea said that it was slow, but that we did sell all our pumpkins.
 - b. MPL – Report looks fine. Andrea told the board that we started the Manhattan Cataloging Project. Heather and Candida are editing all the records and Phyllis, Cheyanne, Amber and Joni are processing them. We are bringing books, movies and audiobooks to RMPL to be processed.
7. OLD BUSINESS– For Possible Action – Nothing at this time.
8. NEW BUSINESS– For possible action – Nothing at this time.
9. CORRESPONDENCE – Nothing at this time.
10. FINANCE -
 - a. Finance – Sara made a motion to approve and sign vouchers for November 6, 2018. Mallory seconded. All voted in favor. Motion passed.

b. Cash Flow – Nothing at this time.

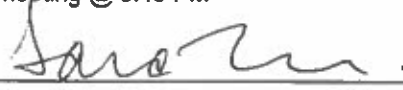
11. General Public Comment – (second) – Tamara told everyone about the Veterans Day Program at the school on November 8, 2018 @ 2:30 PM please attend if you can.

13. Set date and time of next meeting Tuesday December 4, 2018 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Gwenn made a motion to adjourn the meeting @ 5:45 PM

12/4/18

Date approved



Sara Keehfuss, Secretary/Clerk

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday December 4, 2018– 5:00 PM**

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

Members absent: Tamara Jones, Chairperson

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:02 pm by Becky Lim.
2. General Public Comment: - Becky asked about the lighting out by the parking lot. It's very dark and unsafe. Jeanne said we will look into it and find out what lights are out and see if we can make some changes. Sara asked if we have thought about using the JAG kids for community service, shovel snow, clean etc.
3. Approval agenda –Gwenn made a motion to accept agenda with changes to 11 c. Finance – add 1st Quarter Report. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Mallory made a motion to accept minutes as written. Sara seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Appraisal values of library building and contents – Jeanne presented the report done by POOL/PACT.
 - b. Information on the Districts 4 star rating – Jeanne presented the article for the board on the District's 4 star rating.
6. OPEN DISCUSSION – Sarah asked if a library staff member could put events for the library on the Facebook page. She feels this is a good way to reach people. Amy said that she will make this happen.
7. LIBRARY REPORTS– For possible action –
 - a. RMPL – Board read reports. Jeanne said she did not receive the information for the State for our database usage.
 - b. MPL – Still working on editing records, they are looking really good. We have a better idea now what's there and what we need to improve on.
8. OLD BUSINESS– For Possible Action – Nothing at this time.
9. NEW BUSINESS– For possible action –
 - a. RMPL opening on Saturday's – Tabled
 - b. AR Reading and Math – Tabled
 - c. ILL policy for the State Library – Jeanne explained to the board we sign this every year to stay in compliance with the State. Sara made a motion to accept and sign the ILL policy for the State Library. Mallory seconded. All voted in favor. Motion passed.

d. Minimum Public Standards – Jeanne explained to the board that every year we sign this stating we will comply with the Minimum Public Standards set by the State Library. The board read through them. Gwenn made a motion to accept the Minimum Public Standards set by the State Library. Mallory seconded. All voted in favor. Motion passed.

e. 5 Year Plan –Goal #3 Objective – change to Landscape around school building. Mallory made a motion to accept the 5 year plan with Goal #3 objective corrected as stated above. Sara seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE – Nothing at this time.

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers for December 4, 2018. Gwenn seconded. All voted in favor. Motion passed.

b. Cash Flow – Jeanne discussed cash flow. Sara asked if she could add Budgeted vs. Actual's.

c. Quarterly report – Jeanne reported to the board on the Quarterly Report and that we are on track.

12. General Public Comment – (second) – Amy reminded everyone about our Santa Party and Storyteller on December 7th @ 10 AM.

13. Set date and time of next meeting Tuesday January 8, 2019 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Gwenn made a motion to adjourn the meeting @ 6:09 PM

1/8/19
Date approved

Sara Keehfuss
Sara Keehfuss, Secretary/Clerk

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday January 8, 2019– 5:00 PM

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

Members absent: None

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:08 pm by Tamara Jones.
2. General Public Comment: - Sara made the comment on how good the playground looks with the new rubber mulch. Mallory mentioned the rock salt on the entryway and how it ruins the concrete, suggested we put less down. Jeanne suggested adding to the new budget the cost of heated sidewalks and the cost of a covered walkway for further discussion.
3. Approval agenda –Becky made a motion to accept agenda as presented. Sara seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – N/A
5. INFORMATIONAL ITEMS –
 - a. Approval for second audit extension.
6. OPEN DISCUSSION – Gwen suggested we have Consumer reports available to the public. Jeanne will look into cost for next years budget.
7. LIBRARY REPORTS– For possible action –
 - a. RMPL – Board read reports. Jeanne mentioned Overdrive has ten times the checkout's than it did last year.
 - b. MPL – Still working on editing records, everything is looking good.
8. OLD BUSINESS– For Possible Action –
 - a. RMPL opening on Saturday's – Tabled Becky said that Emily Lushenko (Hendrickson) will document what the patrons will want/need on Saturdays if we were to open. Jeanne said she will budget for it to show an idea of what it would cost. Still have heard nothing back for the AR testing. Again Jeanne will budget it for it just in case it comes through.
 - b. AR Reading and Math – Tabled
9. NEW BUSINESS– For possible action –
 - a. Gwen made a motion to approve Jeanne and Andrea's raises Mallory seconded, all in favor. Mallory would like something concerning growth and future plans on their next evaluation.

10. CORRESPONDENCE – Nothing at this time.

11. FINANCE -

- a. Finance – Sara made a motion to approve and sign vouchers for January 8, 2019. Becky seconded. All voted in favor. Motion passed.
- b. Possibility of hiring a part-time maintenance person in next years budget
- c. Have Jim Snow give an estimate how much it would be to replace all the concrete sidewalks.

12. General Public Comment – (second) – Amy told everyone that the New Years Eve party was a success.

13. Set date and time of next meeting Tuesday February 5th, 2019 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:07 PM

2-5-19
Date approved

Sara K.
Sara Keehfuss, Secretary/Clerk

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday February 5, 2019– 5:00 PM

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

Members absent: Tamara Jones, Chairperson

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:02 pm by Becky Lim.
2. General Public Comment: - Becky, Mallory and Sara spoke about the most recent Local Business meeting, Randy Miller Eco-Developer that represents Nye and Esmeralda Counties, he is contracted with the state to help Local businesses grow. He spoke at the meeting about the E-rate and how it could help small businesses in our area.

Gwenn told Jeanne that Ben Donson would be stopping by the library to talk to her about redoing the sidewalks and any other cement work we may need.
3. Approval agenda –Gwenn made a motion to accept agenda with changes to #11 b.Review Financial Report to be taken off the agenda. Sara seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Gwenn made a motion to accept minutes dated January 8, 2019 as written. Mallory seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Jeanne explained the Tax rate to the newer board members. She told them that she is asking that our tax rate remain the same.
6. OPEN DISCUSSION – Amy explained to the board that she has a few new program ideas that she wanted to run by them. Movie day the 1st Friday of every month, Jr High involvement, Ice cream social etc. Nerf war – Mother and son activity, Summer Reading Program, Trivia games, Pet talent show, and a Pinewood derby. Amy said all of these things are in the planning stage and if they have any ideas please let her know. Mallory told her to make sure she takes flyer's to LZ to advertise, they have two different bullentine boards. Gwenn mentioned to advertise in the Valley View. Jeanne let Gwenn know she did check into Consumer reports and it is a Digital subscription only and it is on an individual basis.
7. LIBRARY REPORTS– For possible action –
 - a. RMPL – Board read reports. Jeanne said that we are actively trying to find ways to get numbers up.
 - b. MPL – Still working on editing records, everything is looking good.

8. OLD BUSINESS– For Possible Action –

a. Nothing at this time

9. NEW BUSINESS– For possible action –

a. Tax Rate – Jeanne explained to the board that the available tax rate for our District is .2918. She said that she thinks we should just continue to ask for this amount. Gwenn made a motion to accept the available tax rate of .2918. Mallory seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE – Nothing at this time.

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers for February 5,, 2019. Mallory seconded. All voted in favor. Motion passed.

b. Cash Flow – Jeanne updated the cash flow for board members and explained to them the new lines she added.

c. 2nd Quarterly report – Jeanne just updated board on the quarterly report.

12. General Public Comment – (second) – Jeanne told the board that she spoke with Carol Schilling concerning the 4-H program. She told her that we are willing to help her by keeping the two different age groups separated for her. She told Jeanne that we will all need to be finger printed and have back ground checks. Jeanne told her that will not be a problem. The board felt this is a great idea.

13. Set date and time of next meeting Tuesday March 5th, 2019 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

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

3/5/19

Date approved



Sara Keehfuss, Secretary/Clerk

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday March 5, 2019– 5:00 PM

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

Members absent: Tamara Jones, Chairperson

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children’s 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 5:05 pm by Becky Lim.
2. General Public Comment: - nothing at this time.
3. Approval agenda –Gwenn made a motion to accept agenda. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Mallory made a motion to accept minutes with corrections dated February 5, 2019. CORRECTIONS: GPC – Paul Miller and Ben Dotson. 9 a .2918 mills 11 a. extra coma 6 Open Discussion spelling bulletin board. Gwenn seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Nye County School District. Information on the check we receive each year.
6. OPEN DISCUSSION – Library Certification – Jeanne will have to renew her certification every 3 years, her certificate says 2. So, she needs to get clarification on this. For her continue education credits she would like to take an Excel class for libraries. The State Library has programs for training that she would like to implement into our staffs daily routine. She said that she would like them to have a few hours a week to take a webinar that the State Library provides. Board agreed. She also mentioned that Amy may be attending a 2 day class in Sparks, NV. concerning the Summer Reading Program.
7. LIBRARY REPORTS– For possible action –
 - a. RMPL – Ill Info., Sara asked about if we are part of the Clan system. Jeanne explained why we are not.
 - b. MPL – Still working on editing records and adding new materials. Jeanne let the board know that Tony spent a few days in the Hospital after his vacation in Arizona.
8. OLD BUSINESS– For Possible Action –
 - a. Nothing at this time
9. NEW BUSINESS– For possible action –
 - a. Designation of Auditor – Gwenn made a motion to accept Daniel MacArthur as the Smoky Valley Library Districts Auditor for 2019-2020 fiscal year. Sara seconded. All voted in favor. Motion passed.
 - b. Health Insurance fund for retirees’ post-employment benefits – Jeanne explained to the board the reason that we are needing to set up such a fund. There is one employee that will receive 100% Health Insurance paid by

the District. Everyone else at this point will have their benefits paid at 50%. Jeanne would like to have this set up to help her with budgeting and to insure that these people will have their benefits in the future. Jeanne explained that all county entities are setting up these funds for their employees. Gwenn made a motion for Jeanne to proceed with setting up the Health Insurance fund for retirees' post-employment benefits. Mallory seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE – Nothing at this time.

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers for March 5, 2019. Mallory seconded. All voted in favor. Motion passed.

b. Review and accept the Financial Report for FY 2017-2018. Gwenn had questions concerning liabilities showing up in the report, post-employment and retirement benefits. Jeanne told her those are the things she is looking into. Sara made a motion to accept the FY 2017-2018 financial report. Gwenn seconded. All voted in favor. Motion passed

c. Cash flow – Jeanne went over cash flow report. Personal Property tax was explained in more detail.

d. Budget 2019-2020 FY – Jeanne talked in depth about the projected budget for this year and what it means to the District. She said she has questions and concerns that the board will need to direct her on.

1. Opening on Saturdays: Jeanne gave scenarios and projection cost on what it would mean for the library to be open again on Saturdays. After discussion the board decided that this is not the right time for considering this.

2. Maintenance/Gardener - Jeanne explained to the board our need for this position to be filled. We have many projects that are a necessity and safety concern and cannot be done by one of our regular staff. We need someone with experience and knowledge. Jeanne feels this should be a full time position with benefits. The board agreed to hire a Maintenance/Gardener full time with benefits.

3. Jeanne asked the board to give her direction as if they would like her to start having a certain number in mind to work toward for a beginning fund balance each year.

4. Addition to the library/Capitol Projects – Jeanne asked the board if they were still interested in saving money in our Capital Projects fund to do an addition to the library in Round Mountain. If so what is their thoughts? Jeanne said that we have decided that it might be more feasible to improve the foot print of the library by adding a testing room in our processing area by putting up a wall. To change shelving area's and get new furniture to improve usage areas. She said we would like to update the bathrooms, add a bathroom to the Children's Wing and to put in new carpeting throughout the library building. She explained that by changing shelving, moving the testing room to the front of library would give staff extra office area's and that would give us more floor space in the adult wing. The board asked Jeanne to get the estimates on the new carpeting and the cost for the new bathroom and to update the existing bathrooms. They are in agreement to improve the foot print of the library as it stands now.

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

13. Set date and time of next meeting Tuesday April 2nd, 2019 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 7:10 PM

4/2/19

Date approved



Sara Keehfuss, Secretary/Clerk

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday April 2, 2019– 5:00 PM**

Members present: Tamara Jones, Chairperson
Sara Keehfuss, Secretary/Clerk
Mallory Barber, Member

Members absent: Rebecca Lim, Vice-Chairperson Gwenn Snow, Treasurer

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:05 pm by Tamara Jones.
2. General Public Comment: - Sara asked if there was a way that the board members could use tablets for the board meetings to save paper. Jeanne said at this time we do not have enough. Sara suggested everyone bring their own. Tamara said that she really likes the paper copy of the things that are being presented better.
3. Approval agenda –Sara made a motion to accept agenda. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Mallory made a motion to accept minutes with corrections dated March 5, 2019. CORRECTIONS: 11. Finance, extra, (comma). Sara seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Letter from the Department of taxation accepting audit. No violations noted.
6. OPEN DISCUSSION – Nothing at this time.
7. LIBRARY REPORTS– For possible action –
 - a. RMPL – Everything is looking good.
 - b. MPL – We added 303 new items.
 - c. Children's Wing report – Spring break there were 124 kids that participated. There will be a pet show April 12th, with a 1st, 2nd and 3rd place ribbons given. Amy reminded everyone about the Easter Bunny in the Library April 20th from 9:00 AM to 1:00 PM. There will be free pictures taken, cake walk and coloring pages for the kids. She reported that she is still working on the Pine Wood Derby program and that she is in the final stages of planning for the Summer Reading Program.
8. OLD BUSINESS– For Possible Action –
 - a. Nothing at this time
9. NEW BUSINESS– For possible action –
 - a. Maintenance/Gardener job description – the board read over the job description. Sara made a motion to accept the job description as written. Mallory seconded. All voted in favor. Motion passed.
 - b. Pay scale - board discussed reasons for updating the pay scale. We needed to update the Maintenance/Garden pay range. Mallory made a motion to accept the updates to the pay scale. Sara seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE – Nothing at this time.

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers for April 2, 2019. Mallory seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne talked to the board about the taxes that we should still receive before the end of the fiscal year.

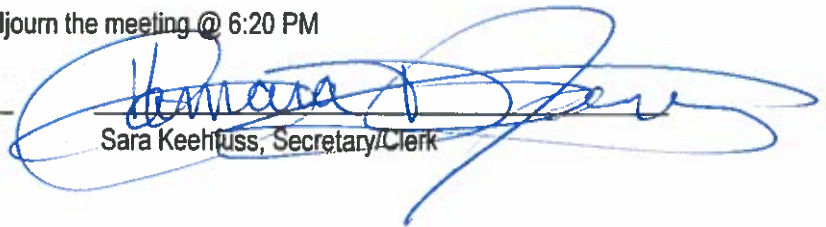
c. Discussion concerning budget allocations for Fiscal Year 2019-2020 – Jeanne told the board that she has been working on a list of things that we discussed for the future. She put together a wish list of things that we need and need to have done. (will be attached to minutes) She would like the boards input on the items in the list. The board read over the list. Mallory asked that we find out if there is a way to get the whole sidewalk fixed and heated instead of only part of it. The board discussed the priorities on the list and budget allocation sheet. Jeanne answered questions and explained the reasons we needed things done in a certain order. Jeanne told the board that she will keep them informed on costs of things and a timeline of the things we can accomplish when.

12. General Public Comment – (second) – Reminder that the Easter Bunny will be at the library on April 20th, from 9:00 AM to 1:00 PM

13. Set date and time of next meeting Tuesday May 7, 2019 @ 5:00 PM in Round Mountain Public Library, Round Mountain Nevada. The Smoky Valley Library District Budget Hearing is scheduled for May 20, 2019 @ 9:00 AM in the Round Mountain Public Library Conference Room.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:20 PM

May 7, 2019
Date approved


Sara Keehfuss, Secretary/Clerk

POSSIBLE CAPITAL OUTLAY for FY 2019-2020 and beyond – Listed in order of need

FY 2019-2020 - Total \$133,000

MAINTENANCE TRUCK with snowplow: estimate \$50,000 ++

Nye County Purchasing is getting bids for this. I have no real numbers at this time. Could cost over \$75,000 I just don't know. I said the truck could be used, but again with good maintenance this vehicle could last for many years. I requested the snowplow so we could keep our parking lots at both libraries cleared during winter weather.

SHIPPING CONTAINER: estimate \$8,000

With the addition of a maintenance person we need additional storage for tools and materials. A shipping container similar to the one we have runs around \$4,200 the extra cost if for delivery and building the pad to place the container on.

LIBRARY FURNITURE: estimate \$10,000

With optimizing the current library footprint we may need to purchase additional desks and seating to optimize the floor space. The front circulation desk will need to be added to or replaced. We could reuse the current desk in the children's area or at the MPL. We would also like to replace the old tables in use in the adult area. New desks would be needed for the testing room.

CEMENT WORK: estimate \$40,000

Redo front sidewalk with a 6 foot strip in middle with heating system to melt snow, redo sidewalk and patio area outside of meeting room with a stamped pattern and connect the back exit in children's wing to current sidewalk in back of Library. This estimate is for everything but we could break out the 3 areas if we chose too. Going by greatest need we would begin with the meeting room walkway and patio, then front sidewalk and finally the back sidewalk.

FY 2020-2021 - \$170,000+

NEW CARPET FOR RMPL: estimate \$30,000 to \$38,000+

The old carpet will have to be removed, new carpet laid and a minimum 24 hour delay before furniture can be returned. The library would need to be closed a minimum of one week, possibly longer if removing the old carpet was difficult.

This price was calculated using a premium carpet, because we should make this last as long as possible and using carpet calculators from the internet.

NEW SHELVING IN ADULT AREA: \$25,000 plus shipping I'm estimating shipping at around \$7,500
Total cost would be approx. \$32,500.

Since we will have to remove all the materials from the library floor, if we do the carpet we should replace the current shelves with new ones. This estimate is for metal shelves similar to the shelves we use in the children's wing. They would be a medium gray color and if we go for the ones that are 66 inches high with 5 shelves each, we would increase our shelves from 338 to 480 shelves which would help with our increased materials budget; we should have several years worth of space. This of course depends on how much weeding we do annually.

NEW ROOF MANHATTAN: \$100,000

With the addition of a maintenance person, we can probably continue to repair the roof for one year, while we get the needed info to redo the roof. We would need to hire a structural engineer to see the best way to repair the roof, and since it is a historical building we are limited in materials to finish the roof. We may need to have the roof panels' custom made which would affect the total cost of the project. The underlying structure of the roof may need to be improved to hold the weight of the new roof. I am guessing we would need a new underlayment that would seal the roof from weather, and then we would put the metal on top of that. If we maintain the new roof properly it should last another 100 years.

FY 2021-2022 - \$200,000

ADDITIONAL BATHROOM IN CHILDREN'S WING: \$100,000

This may not even be possible between finding a place to put it and the availability of linking it to the sewer system. The total cost could exceed the estimated cost. It would be a valuable addition to the overall function of the library but the cost may make it prohibitive.

UPDATE THE CURRENT BATHROOMS: \$100,000

Replacing the outdated tile and fixtures in the current bathrooms would bring them in line with the modernization of the library. We have had small problems in the past and they may escalate and move this project up in the list. We some maintenance we may be able to extend its current life. The tile is cracking around the toilet in the men's bathroom and the urinal is running slow. We will definitely have to spend some money on maintenance until we have the funds to complete this project. Done properly the new bathrooms should last well into the future.

**SVLD BUDGET ALLOCATIONS
2019-2020**

2020 Projected Revenues

Beginning Fund Balance:	\$	654,465
Property Tax:	\$	691,312
Net Proceeds:	\$	424,476
Consolidated Tax:	\$	35,902
School Contract:	\$	18,000
Collection Development:	\$	6,000
Other:	\$	7,200
TOTAL:	\$	1,837,355

2020 Projected Expenditures

Salaries & Wages		
5110 Regular	\$	590,000
5130 Annual Leave	\$	40,000
5140 Sick Leave	\$	40,000
5150 Comp Time	\$	5,000
5170 Overtime	\$	15,000
Total:	\$	690,000

Benefits		
5210 Retirement	\$	163,000
5220 Medicare	\$	10,000
5230 Social Security	\$	3,000
5240 Workers Comp	\$	3,000
5250 Insurance	\$	120,000
5260 Other LIFE	\$	1,000
Total:	\$	300,000

Services & Supplies		
5311 Operating	\$	232,000
5312 Office	\$	15,000
5321 Ads & Publications	\$	500
5322 Postage	\$	750
5325 Leases Xerox	\$	16,000
5331 Travel	\$	500
5335 Training	\$	2,500
5341 Communications	\$	4,500
5342 Utilities	\$	23,000
5352 Building Maintenance	\$	75,000
5354 Vehicle Maintenance	\$	3,000
5354 Equipment Maintenance	\$	10,000
5361 Professional Services	\$	8,000
5365 Dues Chase & Bank	\$	605
5371 Property Insurance	\$	12,000
5375 Unemployment	\$	5,000
5395 Matching Grant	\$	6,000
5399 Ending fund balance	\$	300,000
5610 Capital Outlay	\$	133,000
Total:	\$	847,355

EXPENDITURE TOTAL: \$ 1,837,355

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday May 7, 2019– 5:00 PM**

Members present: Tamara Jones, Chairperson Rebecca Lim, Vice-Chairperson
Mallory Barber, Member Gwenn Snow, Treasurer

Members absent: Sara Keehfuss, Secretary/Clerk

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:00 pm by Tamara Jones.
2. General Public Comment: - Sara asked if there was a way that the board members could use tablets for the board meetings to save paper. Jeanne said at this time we do not have enough. Sara suggested everyone bring their own. Tamara said that she really likes the paper copy of the things that are being presented better.
3. Approval agenda –Becky made a motion to accept agenda. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Mallory made a motion to accept minutes as written. Becky seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a. Nothing at this time.
6. OPEN DISCUSSION – Amy told the board about her trip to the NASA-STEM workshop in Sparks NV. Amy said she had a good time and learned many things. She said that they all bragged about our library and heard it was an amazing place! Jeanne told the board that we did hire our new processors for the library.
7. LIBRARY REPORTS– For possible action –
 - a. RMPL – Attendance is up for programs, Circulation is up. We did have the Easter Bunny in the library and it was successful. We also, had our Pet Show and 58 people attended.
 - b. MPL – Circulation is up, we feel it has to do with better selections of material and better organization.
8. OLD BUSINESS– For Possible Action –
 - a. AR Reading and Math – Jeanne gave all the quotes the board all the quotes for the AR Reading and Math. Jeanne told them that she spoke with Mrs. Thayer and she did not think they would use the AR Math. Tamara agreed. Andrea asked if this was purchased by the library to be used at the school, would the school district allow it. Tamara said that she thought so, but she will make sure. The board agreed to purchase only the AR Reading platform on the 3 year contract if the school district will allow it to be used in the school. Becky made a motion to purchase the 3 year literacy bundle if the school district will allow its usage on the schools. Mallory seconded. All voted in favor. Motion passed.
9. NEW BUSINESS– For possible action –
 - a.

10. CORRESPONDENCE – Letter from Alternative Service Concepts – Donna Squires – Notice regarding potential demand – intent to sue. Jeanne told the board about this and the email she received. She will keep them informed if anything else develops.

11. FINANCE -

a. Finance – Becky made a motion to approve and sign vouchers for May 7, 2019. Gwenn seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne told the board that we did receive \$10,000.00 more in taxes after she printed this report. Gwenn asked if we are still working toward a slush type fund for the future. Jeanne said that she is always working toward a bigger beginning fund balance, but for the next couple years we have a lot of big projects to complete. EX: Manhattan Library Roof.

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

13. Set date and time of next meeting Tuesday, June 4, 2019 @ 5:00 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada. The Smoky Valley Library District Budget Hearing is scheduled for Monday, May 20, 2019 @ 9:00 AM in the Round Mountain Public Library Conference Room.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:00 PM

6-4-19
Date approved

Sara
Sara Keehfuss, Secretary/Clerk

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
FINAL BUDGET HEARING
Round Mountain Public Library
Round Mountain Nevada
Monday May 20, 2019– 9:00 AM**

Members present: Tamara Jones, Chairperson Rebecca Lim, Vice-Chairperson
Mallory Barber, Member Gwenn Snow, Treasurer

Members absent: Sara Keehfuss, Secretary/Clerk

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

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 9:00 am by Tamara Jones.
2. General Public Comment: - Nothing at this time
3. Approval agenda –Gwenn made a motion to accept agenda. Becky seconded. All voted in favor. Motion passed.
4. OPEN DISCUSSION – Jeanne reported to the board that she spoke with Mrs. Miller the Principal for the RMES and RM JR/SR High School, about using the AR program in the classrooms. She said that the District will NOT allow it on the server so therefore it won't be allowed in the classrooms. They feel it does not have enough statics to prove it works to help kids read or comprehend. Jeanne then spoke with Ty the rep for the AR Program about this, he said that she could provide them with the proof that it does help. Jeanne said that she would still like to have it in the library for homeschool parents to use and if the teacher's want to bring kid's here to the library it will be available for them. Jeanne said that she also asked Mrs. Miller if there was anything else that we could do for the schools and she did mention a poster maker. So, Jeanne will be looking into this more. This is a purchase that not will only help the school but can also help the library staff with displays.
5. FINANCE – For possible action
 - a. Adoption of the Final Budget for 2019-2020 - Jeanne told the board by the next meeting in June we should know what our net proceed number should be. Mallory made a motion to accept the Budget for 2019-2020 as the Final Budget. Becky seconded. All voted in favor. Motion passed.
6. GENERAL PUBLIC COMMENT -
7. ADJOURN – Gwenn made a motion to adjourn the meeting at 9:20 AM.

6-4-2019
Date approved

Sara Keehfuss
Sara Keehfuss, Secretary/Clerk

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain Nevada
Tuesday June 4, 2019– 5:00 PM

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

Members absent:

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children's 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 5:05 pm by Becky Lim.
2. General Public Comment: - Nothing at this time.
3. Approval agenda –Mallory made a motion to accept agenda. Gwenn seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Mallory made a motion to accept minutes with corrections – NO GPC, 8a. all the quotes. Sara seconded. All voted in favor. Motion passed.

5. INFORMATIONAL ITEMS –

a. Minimum staffing requirements - Jeanne explained to the board that we have experienced in the past several staff members being gone at the same for vacation. We have no policy stating that we can only have X number of people gone at once. Jeanne wanted input on what that number should be and if we need a policy stating this. The board agreed we need something stating the number allowed staff off at once for vacation. They gave examples in percentages like no more than 30 to 40 percent at once. They also suggested training for all staff to cover area's cover all area's in emergency situations. Jeanne said that we do have a training schedule in the works so that everyone can cover all areas in the library.

b. HR update – Andrea told the board that we had a representative come from Pool/Pact to discuss ways that they can help us keep up with HR related issues and to help use with policy changes, job descriptions and filing procedures. They also gave us information so that staff can have training for customer service in a public setting, Ethics, and many more. They will give use a login so that staff can take these training classes. We are setting up times for them during their work days to complete the 5 sessions.

6. OPEN DISCUSSION – Jeanne told the board she will be doing the Annual report now that she has received the net proceed number. We are going to have our Destiny program hosted @ Follett. We decided that because we do not have an official tech person and our server is getting old that it would be the best decision.

7. LIBRARY REPORTS– For possible action –

a. RMPL – All our numbers are improving. Amy gave a report on all programs for the summer. Story time, HOP, game day, and the summer reading program.

b. MPL – Manhattan has had no internet. Tony said that he thinks a lightning strike caused the routers to go out and that he is waiting on Frontier to come and replace them. Sara said that she has a router he can borrow until they come and fix it.

8. OLD BUSINESS– For Possible Action –

9. NEW BUSINESS— For possible action –

a. Election of new officers – Sara made a motion for Rebecca Lim to be the SVLD Board Chairperson – Becky Accepted. Mallory seconded. All voted in favor. Motion passed. Mallory made a motion for Gwenn Snow to be the SVLD Board Vice-Chairperson – Gwenn accepted. Sara seconded. All voted in favor. Motion passed. Becky made a motion for Mallory Barber be the SVLD Board Secretary/Clerk – Mallory accepted. Gwenn seconded. All voted in favor. Motion passed. Mallory made a motion for Sara Keehfuss to be the SVLD Board Treasurer – Sara accepted. Gwenn seconded. All voted in favor. Motion passed. (Rebecca Lim – Chairperson, Gwenn Snow – Vice Chairperson, Mallory Barber – Secretary/Clerk, Sara Keehfuss – Treasurer.)

b. Leave without pay policy – Jeanne explained to the board that we do not have a policy in place for this. This policy was taken from the Nye County Policy. Jeanne explained that this has become an issue and we need a policy to address the issue when it arises. The board read policy agreed we need to adopt it. Sara made a motion to accept the Leave without pay policy as written. Mallory seconded. All voted in favor. Motion passed.

c. Personal appearance policy - Jeanne told the board that we would like to make a few changes to this policy. We climb ladders, move furniture and our policy states we can wear sandals. We feel this is dangerous and have an accident because of wearing sandals in the past. Also there are a few changes to the clothing we would like changed. The board read through the policy and agreed. Mallory made a motion to accept the changes to the personal appearance policy. Sara seconded. All voted in favor. Motion passed.

d. Closures for 2019-2020 – Mallory made a motion to accept the closures for the year 2019-2020 fiscal year as written. Sara seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE – nothing at this time.

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers for June 4, 2019. Mallory seconded. All voted in favor. Motion passed.

b. Cash flow – the board has updated information concerning cash flow.

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

13. Set date and time of next meeting. The next meeting was set for Tuesday, July 2, 2019 @ 5:00 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN – Sara made a motion to adjourn the meeting @ 6:16 PM

7-2-19
Date approved


Mallory Barber, Secretary/Clerk