

**MINUTES  
SMOKY VALLEY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Round Mountain Public Library  
Round Mountain Nevada  
Tuesday July 2, 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: - Sara asked about Summer Reading Program. Amy said it was very successful.
3. Approval agenda –Sara 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 – 5 a. 30 to 40 absent at once. Sara seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. HR updates- Andrea told the board that she has contacted the person in charge of training at POOL/PACT waiting on them to set up login for the staff training.
6. OPEN DISCUSSION – Jeanne told the board that Tony is experiencing problems again with the internet in Manhattan. She asked if anyone had any ideas on a better connectivity for him. Becky said that she will if there is anything she can do to help. Jeanne reported that we had an employee get hurt while doing a program. We have had our community service person helping Mitch pull weeds in the garden area. We are still waiting on Follett to help us set up our Destiny program on their server. The mine has a couple of conex boxes that they may be getting rid of. We expressed interest to them on wanting one of them. They will be making a decision on them in the middle of August.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – Circulation numbers are up. RBDigital new collections are now available.
  - b. MPL – Manhattan is still having problems with the internet.
  - c. Children's Wing report – Amy reported that the Summer Reading Program was very successful. Each day are numbers were consistent. She asked the board if they could guess the number of minutes each group read. The 0-7 year olds read for a total of 12,600 minutes and the 8-up read for a total of 26,350 minutes. The kids checked out lots of books and made great use of our databases for read-along and audio books.
8. OLD BUSINESS– For Possible Action –
  - a. AR reading – Jeanne told the board that the Nye County School District will not allow the AR Program on their server. So, we would like to buy at least 100 logins for our homeschoolers and for the teachers that may still want to use the AR program. Jeanne said that if the teachers want to use they will have to do it in the library.

Gwenn made a motion to spend between \$3500.00 and \$5000.00 with 100 login or more if possible and 1 year subscription for the AR Reading Program for the library. Mallory seconded. All voted in favor. Motion passed.

9. NEW BUSINESS- For possible action -

a. Nothing at this time

10. CORRESPONDENCE - Letter from the Department of taxation stating that we are in compliance.

11. FINANCE -

a. Finance - Gwenn made a motion to approve and sign vouchers for July 2, 2019. Mallory seconded. All voted in favor. Motion passed.

b. Cash flow - Jeanne updated all the information for cash flow. They discussed the end of last year's budget and the beginning of the new budget year.

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

13. Set date and time of next meeting. The next meeting was set for Tuesday, August 6, 2019 @ 5:00 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN - Sara made a motion to adjourn the meeting @ 6:25PM

\_\_\_\_\_  
Date approved

\_\_\_\_\_  
Mallory Barber, Secretary/Clerk

*R Lim*

*BEUKY LIM*

**MINUTES**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Round Mountain Public Library**  
**Round Mountain Nevada**  
**Tuesday August 6, 2019– 5:00 PM**

Members present: Rebecca Lim, Chairperson Sara Keehfuss, Treasurer  
Gwenn Snow, Vice-Chairperson  
Members absent: Mallory Barber, 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 5:03 pm by Becky Lim.
2. General Public Comment: - We delivered the new circulation desk to Manhattan Library. Our maintenance person is doing great, things are looking very good.
3. Approval agenda –Sara made a motion to accept agenda. Gwenn seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Gwenn made a motion to accept minutes with corrections – a % sign needs to be added in the corrections. Sara seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. HR updates- Andrea told the board that she has received the report for the visit Neal from POOL/PACT gave for our records. He made some suggestions for changes in the personnel master files and some suggestions for our policies. We will be looking at all of these suggestions and making changes where we can.
  - b. Nevada Connections Academy – They sent a really nice letter thank us for the use of our rooms for testing for the past year.
6. OPEN DISCUSSION – Jeanne told the board that she has been working on the CIP plan for the year – She has been working on the maintenance vehicle and the Out West Building for our maintenance shop.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – June – Circulation is up. July – Movie circulation is down but our digital circulation has tripled.
  - b. MPL – June – Reports are better for this month. July – Circulation is up.
  - c. Children's Wing report – Amy reported that she will be doing an introduction to the library for all the classes when they come in. She will show them the new stuff and inform them about the databases. She will let all the teachers know about the AR program, the databases and the STEM center we now have. She reported that we will be having a scholastic book fair September 9-13<sup>th</sup>. She reported that we had made \$21,109.00 in scholastic dollars in our past book fairs. We put 2632 books in kid's hands. She said her goal for this fair is \$5114.00 which is 10% more than our last fair. Amy also said that she is working on new things to introduce at the 15<sup>th</sup> Annual Harvest Festival. It is scheduled for October 19, 2019 from 10 am to 2 pm.
8. OLD BUSINESS– For Possible Action – nothing at this time.
9. NEW BUSINESS– For possible action –

a. MakerBot 3D Printer – Andrea told the board that we received an offer from MakerBot on a #D printer for the Library. This printer comes with training and a certification program. The cost is \$3327.60. This will be used with our STEM center and we are hoping the teachers will take advantage of this to. Andrea said that her and Amy will be doing the certification and then will train other staff on using it. Gwenn asked if we should have a policy for this machine sense it is costly to use. Becky agreed she feels that there could be materials being wasted and she also mentioned maybe even charging for printing like we do with our regular copies. Gwenn made a motion to purchase the MakerBot 3D printer for the library, with the policies to follow for patrons using this machine. Sara seconded. All voted in favor. Motion passed.

b. Trustee Training – Jeanne told the board that the state library has set up this program for Trustee training. Jeanne said that she went on and did the first training. It is lengthy. Jeanne would like the board to look at the training and try to come up with the best ways for us to get it accomplished. Do they want to do it as a group at each meeting, or individually and then discuss them at each meeting. The board will look at it and then make a decision at the next meeting.

10. CORRESPONDENCE – nothing at this time.

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers for end of fiscal year 2018-2019 and the July expenditures for 2019-2020. Gwenn seconded. All voted in favor. Motion passed.

b. 4<sup>th</sup> Quarter report – Jeanne presented the last report for Fiscal Year 2018-2019.

c. CIP Report – Jeanne went over the report with the board. She explained how she is breaking down the expenditures for this. Gwenn made a motion to accept the CIP report presented by Jeanne. Sara seconded. All voted in favor. Motion passed.

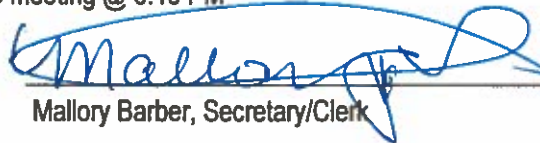
12. General Public Comment – (second) – Jeanne mentioned to the board that there may need to be a change to the time for board meeting. Because the new board member works at the mine and we are not sure of his schedule. This will be on the next agenda to discuss.

13. Set date and time of next meeting. The next meeting was set for Tuesday, September 3, 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

9.3.19

Date approved



Mallory Barber, Secretary/Clerk

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

**MINUTES**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Round Mountain Public Library**  
**Round Mountain Nevada**  
**Tuesday September 3, 2019– 5:00 PM**

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

Members absent: Sara Keehfuss, Treasurer

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

---

**ITEM#/SUBJECT**

1. This meeting was called to order at 5:04 pm by Becky Lim.
2. General Public Comment: - Becky mentioned the Ransom Ware virus that the library was hit with. She got notification from AT&T and gave the information to Andrea. Andrea reported that yes we did get a Ransom Ware virus but after speaking with Sara at SVI we got everything fixed.
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 5a gave. 5b. to thank us. Gwenn seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. Nothing at this time.
6. OPEN DISCUSSION – Andrea introduced Frank Wagener as the new board member to everyone. Also, Andrea told the board that we hired a new person to help with classes and after school program. Amy told the board that she is very knowledgeable with the STEM programs and has been implementing science and geography into the after school program. We have had very good attendance every day.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL –
  - b. MPL –
  - c. Children's Wing report – Amy told the board about the new after school program that our children's staff has implemented and that it is educational based. It has been very well attended and is growing every day. Amy told the board that we purchased 4 interactive globes and 2 interactive maps to help supplement the lack of social studies in the school. She also reminded the board again about the book fair. September 9-13, 2019.
8. OLD BUSINESS– For Possible Action – Board of Trustee Training.
  - a. Trustee Training – Andrea told the Board that everyone should have received the information on the Trustee training and would like to know how they wanted to proceed with the training. Becky mentioned that we tried doing training during the meetings and she liked it but thought it might be better if they did the training on their own and then discussed the information at the meetings. Mallory asked how long we should take to complete this training and how many sections should we be discussing at each board meeting. After talking it over they decided to do the

training independently and to discuss 3 topics at a time if necessary at each meeting until all topics were discussed/completed.

9. NEW BUSINESS-- For possible action –

a. Board meeting time – Becky asked the board if 5:00 o'clock was still a good time for the monthly board meetings. All agreed that 5:00 PM was still the best time for the monthly meeting.

10. CORRESPONDENCE – nothing at this time.

11. FINANCE -

a. Finance – Gwenn made a motion to approve and sign vouchers dated September 3, 2019. Mallory seconded. All voted in favor. Motion passed.

b. Pre-Authorization Letter – Andrea explained to Frank why we use the pre-authorization letter. The board read over the new letter. Mallory made a motion to accept the pre-authorization letter for the fiscal year 2019-2020. Gwenn seconded. All voted in favor. Motion passed.

12. General Public Comment – (second) – board asked about the new maintenance person. Andrea said that he is doing great and the library and grounds are getting much needed attention.

13. Set date and time of next meeting. The next meeting was set for Tuesday, October 1, 2019 @ 5:00 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

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

Oct 1, 2019

Date approved

M. Barber

Mallory Barber, Secretary/Clerk

**MINUTES**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Round Mountain Public Library**  
**Round Mountain Nevada**  
**Tuesday October 1, 2019– 5:00 PM**

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

Members absent: Mallory Barber, 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 5:04 pm by Becky Lim.
2. General Public Comment: - Nothing at this time.
3. Approval agenda –Gwenn made a motion to accept agenda. Sara seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Sara made a motion to accept minutes with corrections, Members present, Sara Keehfus was absent at this meeting. Gwenn seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. POOL/PACT – Andrea let the board know that the Neal Frietas from Pool/Pact sent the information that we needed for the improvements to our employee records and suggestions to improve our Library Policies. She told the board that they will be seeing suggestions for policy changes in January.
  - b. Harvest Festival – Jeanne and Amy told the board about the things that we have planned for the 15<sup>th</sup> Annual Harvest Festival, Saturday October 19, 2019.
  - c. Website - Andrea did a brief presentation of the new website that she has been working on.
6. OPEN DISCUSSION – Sara asked about the 3-D printer. Jeanne told her that she will be doing the certification on it and that she will teach other staff member how to use it. Becky mentioned that Joe Rotter had spoken with her about doing some kind of project for kids in the Valley to help them with career choices or learn a trade. Andrea said that he did come talk to her and Jeanne and we are willing to help and to do job shadowing as well.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – Report was submitted. Board asked about the After Hour Kid Power program. Amy explained what it is and who is running it.
  - b. MPL – Report was submitted. Circulation is still rising.
  - c. Children's Wing report – Amy reported to the board the amount of money she made at the Scholastic Book Fair. She reached her goal plus a little. She reported that the AR Reading program is up and running and that so far one Teacher from the elementary uses it twice a week. Amy again told the board about the Harvest Festival and the things she has planned for the kids. She also reported that she is ready for the library Christmas party. Gwenn asked if the library was still going to do the New Year's Eve Party. Amy said yes definitely!
8. OLD BUSINESS– For Possible Action – Board of Trustee Training.

a. Trustee Training – Gwenn asked if the library advertises that people can come here and fill out the census information. She would like it to be on the website if possible. Sara asked if the library participates in the CO-OP program. Jeanne said "No" because when that was started we and many other rural libraries did not have the internet service or technology for it to be productive for us. We did participate for a few years, but it was not effective for us or our patrons. She also asked about all the staff members and their positions. The board asked about the Friends of the Library group. Andrea explained that we do have one and that it is made up of mostly staff members. Jeanne explained that because we do have a very nice budget that the Friends group primarily helps with funding the snacks and popcorn that we provide kids after school. The board will discuss the next three lessons in the Trustee Training at the next meeting.

9. NEW BUSINESS– For possible action –

a. Nothing at this time.

10. CORRESPONDENCE – nothing at this time.

11. FINANCE -

a. Finance – Gwenn made a motion to approve and sign vouchers dated October 1, 2019. Frank seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne explained the cash flow chart to the board. She told them the county still does not have her budget numbers correct in Eden. She told them she emailed them again and ask them to correct it and that she is still waiting for their response

12. General Public Comment – (second) – Andrea asked Frank if he knows anything about the mine getting rid of any connex boxes. And if so, the library is interested in having one. Frank said that he would check on it. Sara asked that maybe at one of the board meetings if they could get a tour of the whole building, offices, storage rooms etc.

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

14. ADJOURN – Gwenn made a motion to adjourn the meeting @ 6:40 PM

11-5-19

Date approved



Mallory Barber, Secretary/Clerk



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

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

Members absent: Sara Keehfuss, Treasurer

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 5:01 pm by Becky Lim.
2. General Public Comment: - Becky commented that she loved the Harvest Festival.
3. Approval agenda –Mallory made a motion to accept agenda. Frank seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes – Mallory made a motion to accept minutes with corrections, Members present, Sara Keehfus was absent at this meeting. Gwenn seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. Medicare signups – Jeanne reported that there will be a representative in the library possibly once a year to help answer questions and help patrons sign up for the Medicare benefits. It is schedule for this time for November 6<sup>th</sup> from 3:30 PM to 5:00 PM.
  - b. Auditors – Jeanne reported that the auditors who visited said that the audit may not be ready on time this year. The auditors seemed happy with everything. Jeanne reported to the board what the auditors look for when they are here.
  - c. Census 2020 – Jeanne shared the information with the board on the Census. They are looking for people to help with the Census in April 2020.
6. OPEN DISCUSSION – Board was happy to see the Flyers on our Facebook page for the programs.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – Programs are going well. AR reports will start next month. We are working on a better wat to quantify Wi-Fi usage. SVI donated a \$1000.00 for our Christmas Balloon game for prizes.
  - b. MPL – Report was submitted. Circulation is still rising.
  - c. Children's Wing report – Amy reported to the board her plans for the Christmas party and the New Year's Eve party at the library. She said that the Harvest Festival Programs were a success.
8. OLD BUSINESS– For Possible Action – Board of Trustee Training.
  - a. Trustee Training –The board discussed the next part of the training. Gwenn said that Jeanne has her Library Certification and does Andrea need to have hers also? Jeanne explained that historically they only need one person on staff to be certified to be incompliance. Jeanne explained that the board is responsible for doing the Library Directors reviews and that the Directors are responsible for the staff. Jeanne explained how we choose material and who catalogs. Also, she told them we are thinking about adding Game like Xbox, PS4 etc.
9. NEW BUSINESS– For possible action –

a. Nothing at this time.

10. CORRESPONDENCE – E-Rate Letter - RMPL gets free internet from SVI. Jeanne explained to Frank what E-Rate is. Becky mentioned satellite internet for MPL.

11. FINANCE -

a. Finance – Gwenn made a motion to approve and sign vouchers dated November 5, 2019. Mallory seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne explained the cash flow chart to the board. Revenues haven't been added up for October. Jeanne explained to Frank how she does the cash flow and how it works.

12. General Public Comment – (second) – Jeanne told the board that we had an employee resign and that we are going to just work with the current staff we have. Truck will be picked up Friday. We had visitors from the State Library and they loved our Library and the Staff. Tony Court is going to come in and look at our security cameras this week. We will be installing a mechanical lock at our back door for staff use.

13. Set date and time of next meeting. The next meeting was set for Tuesday, December 3, 2019 @ 5:00 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN – Gwenn made a motion to adjourn the meeting @ 6:40 PM

12-3-19

Date approved



Mallory Barber, Secretary/Clerk

**MINUTES  
SMOKY VALLEY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Round Mountain Public Library  
Round Mountain Nevada**

**Tuesday December 3, 2019– 5:00 PM**

Members present: Rebecca Lim, Chairperson Sara Keehfuss, Treasurer  
Mallory Barber, Secretary/Clerk  
Frank Wagener, Member

Members absent: Gwenn Snow, Vice-Chairperson

Also present Jeanne Bleecker, 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 5:05 pm by Becky Lim.
2. General Public Comment: - Nothing at this time.
3. Approval agenda –Mallory made a motion to accept agenda. Sara seconded. All voted in favor. Motion passed.  
Informational Items: Insurance – Eason, Collection Development – Grant Monies.
4. Reading, correction and approval of minutes – Sara made a motion to accept minutes. Mallory seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. State Libraries Monthly Newsletter – Jeanne showed the board members the newsletter that was done about the visits the state librarians did with each rural library.
  - b. Insurance – EDP – Insurance application from Eason Insurance.
  - c. Collection Development - Grant Money – Received the grant money so we are now spending that money on the Manhattan collection again this year. All physical material.
6. OPEN DISCUSSION – Sara asked about the Santa party . Jeanne reported that it will be Friday December 13<sup>th</sup> from 10 am to 2 pm.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – Board talked about the AR Testing, Proctoring and other items on the report. Frank asked about tutoring and proctoring. Jeanne explained what we do for tutoring and who is doing it. Sara asked about misc. Jeanne explained that it is photo's, pumpkins any extra things we do.
  - b. MPL – Nothing at this time.
  - c. Children's Wing report – Christmas Party is scheduled for December 13<sup>th</sup> from 10 to 2 pm. Jeanne explained about the New Year's Eve Party!
8. OLD BUSINESS– For Possible Action – Board of Trustee Training.
  - a. Trustee Training – Training is going good. Frank said that is good. It's good introduction. Sara said that she likes them, overall really good.
9. NEW BUSINESS– For possible action –
  - a. Policy Revision for Video Games – Policy 2.14 – Board looked over changes for policy on Video Games. Frank questioned time period for check out. Jeanne explained that because of the role play it may take longer to play game. Jeanne explained that the permission form does not give permission for the kids to get

Mature games. Jeanne explained that we feel that the parents can check mature if they want kids to have those games. Board made changes to permission form and some edits in policy. Mallory made a motion to accept the policy revisions with corrections and the video permission form with corrections. Sara seconded. All voted in favor. Motion passed.

b. Minimum Standards – Frank made a motion to accept the Minimum Library Standards. Mallory seconded. All voted in favor. Motion passed.

c. Interlibrary Loan Policy – Sara made to accept the Interlibrary Loan Policy agreement. Mallory seconded. All voted in favor. Motion passed.

d. School Contract – Mallory made a motion to accept Nye County School Contract. Sara seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE –

a. Letter to the Department of Taxation – concerning the audit extension

b. Letter from the Department of Taxation – response from Department of Taxation concerning the audit extension

11. FINANCE -

a. Finance – Sara made a motion to approve and sign vouchers dated December 3, 2019. Frank seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne explained the cash flow chart to the board and explained that the county has not updated anything yet.

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

13. Set date and time of next meeting. The next meeting was set for Tuesday, January 7, 2020 @ 5:00 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

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

1-7-20 \_\_\_\_\_   
Date approved Mallory Barber, Secretary/Clerk

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

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

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 5:02 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 correction to the adjournment. Adjournment was made by Mallory not Gwenn. Sara seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. WhoFi – State Library purchased a program that will allow us to count all of our Wi-Fi usage that is connected to the Public Network
  - b. Audit Extension – There was a second request made for an Audit Extension for January 31, 2020
  - c. Kast Osterhoud – Wrote a really nice letter to Santa about the Library and the Staff
6. OPEN DISCUSSION – New Year's Eve Party was a success! 30 Kids attended.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – Website use is climbing. We have a new program to use to count hits, its taking a little bit to get it set up the way we need it to be. Sara asked about the 3-D printer, Jeanne told her that we will be having one of the children's staff take the classes so that we can get it set up.
  - b. MPL – Gwenn mentioned that she feels that sense we have made the improvements to the collect that it seems to be improving.
  - c. Children's Wing report – Amy reported on the Christmas Party, the New Year's Eve Party and talked about the next display that is going up. She said that spring break is March 9-13<sup>th</sup>, 2020. Amy also reported that the AR Program is being used and the kids who use it love it. 1<sup>st</sup> grade is planning using it soon.
8. OLD BUSINESS– For Possible Action – Board of Trustee Training.
  - a. Trustee Training – Becky said that she enjoyed the training. They talked about strategic planning and when they should start on a new 5 year plan. Jeanne explained that we re-visit the 5 year plan every 3 years. It is coming up soon to re-visit. Sara said she feels our 5 year plan needs to be more detailed. This was the last training and it will not be on the agenda anymore.
9. NEW BUSINESS– For possible action –

a. HughesNet – Andrea explained to the board that because Frontier internet in Manhattan is so slow, Tony suggested getting HughesNet for staff use only. Andrea told the board that she looked in to it for Manhattan Library and the cost is approximately \$1200.00 a year. It does have a cap on the amount of bandwidth you can use a month but it's never shut off it just slows down. Andrea feels this is a good option for Manhattan staff use and it will help Tony and other staff members be able to do library transactions without interruptions because of bad service. The board agreed. Sara made a motion to purchase HughesNet for the Manhattan Library staff use. Mallory seconded. All voted in favor. Motion passed.

b. Policy suggestions from Pool/Pact – Andrea told the board that she gave them the list of suggested policies that the Pool/Pact representative suggested we adopt. She said that there is a lot to them and that she will get them all typed and sent to them for discussion at the next meeting. The board would like these to be put on the March meeting so that all members can be present to vote. Andrea agreed. New policies will be put on the March 2020 agenda.

10. CORRESPONDENCE –

A. Nothing at this time.

11. FINANCE -

a. Finance – Gwenn made a motion to approve and sign vouchers dated January 7, 2020. Sara seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne explained the cash flow chart to the board and explained that the county has not updated anything yet.

12. General Public Comment – (second) – Jeanne reminded the board that they need to do the Co-Director's yearly evaluation. She said that they should be done in June. Sara asked if we could change it to January of each year so that it follows the yearly calendar. Everyone agreed. Andrea told the board that she could email them the evaluation forms and pay scales. The evaluations will be on the March 2020 Agenda.

13. Set date and time of next meeting. The next meeting was set for Tuesday, February 4, 2020 @ 5:45 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN – Gwenn made a motion to adjourn the meeting @ 6:40 PM

2-4-20

Date approved



Mallory Barber, Secretary/Clerk

**MINUTES  
SMOKY VALLEY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Round Mountain Public Library  
Round Mountain Nevada  
Tuesday February 4, 2020– 5:45 PM**

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

Members absent: Rebecca Lim, Chairperson Frank Wagener, 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 5:45 pm by Gwenn Snow.
2. General Public Comment: - Nothing at this time.
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 – Sara made a motion to accept minutes with correction, MPL – sense – since, collection's. Children's Report – planning on using it soon. Mallory seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a.
6. OPEN DISCUSSION – Jeanne reported to the board that we have our WhoFi software set up and is running. We had a short training online with a representative from WhoFi. He went over the reporting aspects of the software and showed us how to get certain reports and showed us how we can see usage to or network by, hour, day, and by unique users. After seeing the report it generated we were only reporting approximately 25% of the Network usaged. January 1 – 31, 2020 we had 1277 hits to our public network for RMPL and 40 to MPL. He also explained how they weed out staff usage and equipment usage. So we feel this is a true number of people using our wireless network. Jeanne reported that Tony is now using HughesNet and has not had any problems. Sara asked about the Star rating for the Library District. Jeanne told the board in the past the Library Published the results for the Star Libraries. She told them that she sent them a link in their email if they want to read about it. She explained to them how Library Journal generates the Star Library ratings.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – We put a new counter on our website, so that we can try to get a better number of website hits. Easy books check outs are climbing. We are still continuing to get more kids using the AR reading program.
  - b. MPL – HughesNet is working well and he still has not used any data.
  - c. Children's Wing report – Amy reported that Spring break is March 9-13, 2020. She will be doing Science Week during that time. She is working with the Recreation Center, so that when our program is over we will take them over to the Gym to play games. She said our Summer Reading Program is Imagine your story – Fairy tales and Folklores. It is scheduled for June. We do not have exact dates yet. Joanna will be

attending NCLab workshop March 4 and 5<sup>th</sup>. Amy will be attending a supervisor workshop March 11 & 12 and 25 & 26, 2020.

8. OLD BUSINESS-- For Possible Action --

a. N/A

9. NEW BUSINESS-- For possible action --

a. N/A

10. CORRESPONDENCE --

A. Nothing at this time.

11. FINANCE -

a. Finance -- Mallory made a motion to approve and sign vouchers dated February 4, 2020. Sara seconded. All voted in favor. Motion passed.

b. 2<sup>nd</sup> Quarter Report -- Jeanne explained the report. Sara made a motion to accept the 2<sup>nd</sup> Quarter Report. Mallory seconded. All voted in favor. Motion passed

12. General Public Comment -- (second) N/A

13. Set date and time of next meeting. The next meeting was set for Tuesday, March 3, 2020 @ 5:45 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN -- Gwenn made a motion to adjourn the meeting @ 6:40 PM

3-3-20

Date approved



Mallory Barber, Secretary/Clerk



**MINUTES**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Special Meeting**  
**Round Mountain Public Library**  
**Round Mountain Nevada**  
**Tuesday February 24, 2020– 5:30 PM**

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

Members absent: Rebecca Lim, Chairperson  
Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District  
Andrea Madziarek, Co-Director, Smoky Valley Library District  
Daniel C. McArthur, LTD, Certified Public Account

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 5:40 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 – N/A
5. FINANCE –
  - a. Fiscal Year 2018-2019 Audit report – Dan went over the reasons with the board why the audit report is so late. He then presented the report to the board and discussed the OPEB and Net pension liability with the board. They discussed budget numbers, general fund and the capitol projects fund. The board thanked Dan for coming and speaking with them and presenting the audit report for 2018-2019. Sara made a motion to accept the Report on Financial Statements and Supplementary Information – Audit report 2018-2019. Mallory seconded. All voted in favor. Motion passed.
12. General Public Comment – (second) N/A
14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:15 PM

3-3-20  
Date approved

  
Mallory Barber, Secretary/Clerk

**MINUTES  
SMOKY VALLEY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Round Mountain Public Library  
Round Mountain Nevada  
Tuesday March 3, 2020– 5:45 PM**

Members present: Rebecca Lim, Chairperson Frank Wagener, Member  
Sara Keehfuss, Treasurer  
Mallory Barber, Secretary/Clerk  
Members absent: Gwenn Snow, Vice-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 5:45 pm by Becky Lim.
2. General Public Comment: - Nothing at this time.
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 –February 4, and 24, 2020. Mallory made a motion to accept minutes as written. Frank seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a.
6. OPEN DISCUSSION –

Andrea and Jeanne thanked Frank for getting the connex for the Library. We expressed the benefit it will be for using it for long term storage. Jeanne said that she wanted to thank the mine and asked who she should include in her letter. Franks said it would be nice to mention: Rusty O'Deli, Chris Swanson, Dave Gines, and Mobil maintenance.

7. LIBRARY REPORTS– For possible action –
  - a. RMPL – Jeanne reported that January was a good month, Checks are were up. She told the board that the reports will be different starting next month, they will be a District report it will show both libraries. We changed our Library system to a District level so we can integrate the libraries and patrons can use both libraries with one (1) card.
  - b. MPL – Jeanne told the board that Whofi is working well to catch people using our internet when we are not open. Manhattan had 140 hits.
  - c. Children's Wing report – Amy reported that the coding class that one of her staff members were going to attend was cancelled and that they are hoping they will reschedule it. We are doing a lot of cross training in different areas of the library so Amy said that she is spreading her staff out so they all can take advantage of the training. Amy will be attending a training in Carson City for Managers on March 11<sup>th</sup> & 12<sup>th</sup> and again on March 25<sup>th</sup> & 26<sup>th</sup>. Amy reported that she is preparing for the Summer Reading Program: Fairytales & Folklores. Science Week is March 9<sup>th</sup> – 13<sup>th</sup> @ 1:00 PM.

8. OLD BUSINESS– For Possible Action –

a. N/A

9. NEW BUSINESS– For possible action –

a. Evaluations for Jeanne Bleecker and Andrea Madziarek- The board read over the evaluations that were presented. There were no objections or changes made to them. Frank made a motion to accept the evaluations as presented. Mallory seconded. All voted in favor. Motion passed. Mallory made a motion to give Jeanne Bleecker and Andrea Madziarek a 1 step increase in pay retro to the first full payday in January 2020. Frank seconded. All voted in favor. Motion passed. (Evaluations will be part of these minutes.)

b. Library policy – Andrea presented the changes to the policies that Pool/Pact suggested. The board discussed the changes. There was concern with the amount of information in the policies hold. After further discussion on content the board decided to rewrite some of the policy to be in more compliant with the way the library runs. Andrea will go back and do the revisions and bring the policies back before the board for further discussions. This is tabled and will be on the next agenda.

c. Biological Hazards – with the Coronavirus in Nevada Jeanne and Andrea feel it's important to have a plan in case there is a need for the library to be closed. Jeanne explained that we are cleaning extra everyday with Clorox and disinfectants. We are concerned as how to handle sick employees. Should we be sending them home, so they don't spread a bug. How should we handle their sick leave? The board discussed the viruses going around. They feel sick leave and sending employees home should be addressed on a case by case basis's. Jeanne feels at some point that we need to have a policy addressing a disaster plan/biological hazard plan. Board agreed. Andrea said that she would work on a policy.

10. CORRESPONDENCE –

A. Department of Taxation – Extension for annual audit

11. FINANCE -

a. Finance – Mallory made a motion to approve and sign vouchers dated March 3, 2020. Frank seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne went over cash flow with the board. Jeanne again explained with the taxes she is not sure what month they are for, but she is hoping after talking with Dan she will start receiving receipts.

12. General Public Comment – (second) Andrea mentioned to the board that we may need to change our By-Laws to reflect the meeting time change.

13. Set date and time of next meeting. The next meeting was set for Tuesday, April 7, 2020 @ 5:45 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 7:08 PM

4-7-20

Date approved

  
Mallory Barber, Secretary/Clerk

**MINUTES  
SMOKY VALLEY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Round Mountain Public Library  
Round Mountain Nevada  
Tuesday April 7, 2020– 5:45 PM**

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

Members absent:

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 5:48 pm by Becky Lim.
2. General Public Comment: - Nothing at this time.
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 –March 3, 2020. Sara Keefus was absent. Library Report – check outs were up. Sara made a motion to accept minutes with corrections. Mallory seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. Nothing at this time.
6. OPEN DISCUSSION – Jeanne reported to the board all the things we are doing during the COVID-19 closures. We have a quarantine system set up for returned materials, we clean bathrooms after each staff member uses it, and lunch room is cleaned after each use. We are practicing social distancing while continuing to clean shelves and other areas of library. We have a zoom meeting every Tuesday with the State Library and other libraries to keep up with the changes that has and will possibly effect our libraries. Jeanne reminded everyone to do the Census question ere, the link can be found on our website. The library staff has been working hard on projects like organizing the old connex and filling up the new one. We still have orders coming in and have still been filling requests for patrons. We are still checking out material that patrons request, we check it out and hand to them through the door. We are still doing notaries, faxes and making copies, we just ask that they call the library and make arrangements first, so that we do not have more than 2 people at a time in the library.
7. LIBRARY REPORTS– For possible action –
  - a. RMPL – nothing at this time.
  - b. MPL – nothing at this time.
  - c. Children's Wing report – nothing at this time.
8. OLD BUSINESS– For Possible Action –
  - a. Biological Hazards - The board reviewed the Families First Coronavirus Response Act packet that Pool/Pact put together for entities that may need a policy to deal with the Coronavirus pandemic. They agreed we need to add this. Sara felt that we need to just add is as an addendum to the leave policy at this point. Gwenn made a motion to accept the Families First Coronavirus Response Act as an addendum to our leave policy. Mallory 2<sup>nd</sup>. All voted in favor. Motion passed.

9. NEW BUSINESS– For possible action –

a. Library operation during the Covid-19 pandemic – Jeanne explained to the board what precautions we are taking to protect ourselves and the public during this time. We practice social distancing while working on projects, we help patrons on an appointment only basis. We are still cleaning and making sure things are sanitized and quarantined for several days before things go back out to the public. We still have a lot of projects we would like to complete while we are closed. Jeanne said we feel that we have enough projects to keep the staff busy and working for several more months. The board agreed that as long as there are projects to do and staff is busy that they can continue to work.

10. CORRESPONDENCE –

A. noting at this time.

11. FINANCE -

a. Finance – Gwenn made a motion to approve and sign vouchers dated April 7, 2020. Sara seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne went over cash flow with the board. She updated them on the revenues for the year.

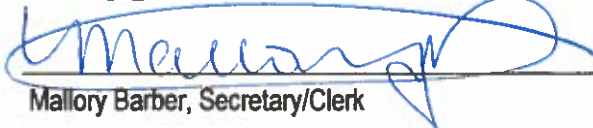
c. Set date and time for the budget hearing in May – The budget hearing was set for Tuesday, May 19, 2020 @ 10:00 AM in the Round Mountain Public Library Conference Room. Frank had several concerns about the budget. He stated that if we continue to spend the way we are that we will be out of money in 2 years. Jeanne explained to him how the money comes in and how we adjust monthly if needed. Sara also, explained that we look at the cash flow monthly and we adjust when needed. Frank is still concerned because he feels that we need to not put things in the budget we will not use, like more staff. He feels this will make the budget more solid. Jeanne again said that we adjust when needed and that this is how are budget works. Frank still stated his concerns.

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

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

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 7:45 PM

5-5-20  
Date approved

  
Mallory Barber, Secretary/Clerk

**MINUTES  
SMOKY VALLEY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
Round Mountain Public Library  
Round Mountain Nevada  
Tuesday May 5, 2020– 5:45 PM**

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

Members absent:

Also present Jeanne Bleecker, Co-Director, Smoky Valley Library District  
Andrea Madziarek, 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 Becky Lim.
2. General Public Comment - Nothing at this time.
3. Approval agenda – Gwenn made a motion to accept agenda with adding approval of Dan McArthur to be our auditor for the 2019-2020 fiscal year. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes –April 7, 2020. Sara Keehfuss name is spelled wrong. Sara made a motion to accept minutes with corrections. Mallory seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. Information given out by the State Library on the suggestions for re-opening libraries in phases. The board discussed their suggestions. Andrea and Jeanne will work on a re-opening plan for our library and send it to the board members for suggestions.
6. OPEN DISCUSSION – Jeanne told the board that we are still working on the curbside services at the libraries. We want to have one day week for Manhattan patrons at the Manhattan Library. We will be pushing the curbside services with emails, social media and we will take calls for requested items. Becky said that she liked the frame work the State Library provided, she feels that we do need to limit number of people in the library at a time. Becky suggested that we push our Facebook presents more. It was suggested that the staff wear proper PPE when interacting with patrons. Frank suggested maybe looking at other rural libraries in other states to see how they are pursuing the re-opening of their libraries.
7. DISTRICT REPORTS– For possible action –
  - A. RMPL & MPL - Jeanne explained to the board that the report looked different because she is now doing a district report for both libraries and that some things are combined. Board read over report.
  - c. Children's Wing report – Amy reported that we have cleaned and sanitized everything in the Children's Wing. She has the Summer Reading Display done. She suggested everyone take a look at it. She has been working on the SRP program also and for now it is planned for July 7 – 16, 2020. She said that she has also been working on banners for the High School graduation and sports pictures.
8. OLD BUSINESS– For Possible Action –. Nothing at this time
9. NEW BUSINESS– For possible action – Nothing at this time.
10. CORRESPONDENCE –

A. Acceptance letter from the Department of Taxation for Budget 2020-2021.

11. FINANCE -

a. Finance – Mallory made a motion to approve and sign vouchers dated May 5, 2020. Sara seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne went over cash flow with the board. She updated them on the revenues for the year.

c. Approve and sign the 3<sup>rd</sup> quarter report – Sara made a motion to accept the 3<sup>rd</sup> quarter report. Gwenn seconded. All voted in favor. Motion passed.

d. Approve and appoint Dan McArthur as the Smoky Valley Library Districts auditor for the 2019-2020 fiscal year. Frank made a motion to accept and appoint Dan McArthur as the Districts auditor for fiscal year 2019-2020. Gwenn 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 2, 2020 @ 5:45 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:50 PM

6-2-20

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, 2020– 10:00 AM**

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

Members absent:

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 10:05 am by Rebecca Lim.
2. General Public Comment: - The town has our driveway blocked off, due to damage to the swimming pool roof. We asked if we could move barricades back a little bit so our patrons can still access the curbside services. The town did responded by just saying we will be parking at our own risk.
3. Approval agenda –Mallory made a motion to accept agenda. Sara seconded. All voted in favor. Motion passed.
4. OPEN DISCUSSION – Nothing at this time.
5. FINANCE – For possible action
  - a. Adoption of the Final Budget for 2020-2021 - Sara made a motion to accept the Budget for 2020-2021 as the Final Budget. Mallory 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 – Gwenn made a motion to adjourn the meeting at 10:28 AM.

6-2-20  
Date approved

Mallory Barber  
Mallory Barber, Secretary/Clerk



**MINUTES**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Round Mountain Public Library**  
**Round Mountain Nevada**  
**Tuesday June 2, 2020– 5:45 PM**

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

Members absent: Frank Wagener, Member Sara Keehfuss, Treasurer

Also present:  
Andrea Madziarek, 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 5:50 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 –May 5, 2020 and May 19, 2020. Gwenn made a motion to accept minutes for May 5, and May 19, 2020. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. Nothing at this time.
6. OPEN DISCUSSION – Nothing at this time.
7. DISTRICT REPORTS– For possible action –
  - a. SVLD District report – Board looked over report. No questions asked.
  - b. Children's Wing report – Amy reported on the SRP. She told the board it will be a read from home program, it will be from June 15 -26, 2020. We will make appointments after kids earn their reading coins so they can come shop in the Library store.
8. OLD BUSINESS– For Possible Action –. Nothing at this time
9. NEW BUSINESS– For possible action –
  - a. Re-opening phase – Andrea presented the plan for re-opening the library. The board looked over the plan. Gwenn made suggestions that Phase 2 needs to say that "Phase 1 will be included in all aspects of Phase 2". Mallory made a motion to accept the Phases for opening the library with corrections. Gwenn seconded. All voted in favor.
  - b. Automating library facility – Andrea told the board that with the Covid cleaning that we thought it would be safer for staff and patrons if the library had as many non-touch surface as possible. This would include: sinks, toilets, paper towel dispensers, soap dispensers, and doors. Jeanne would like to use capital funds to make these things happen. She printed out suggestions for these things. The board discussed ideas for doors and the other automatic services. Gwenn made a motion to accept the suggestions made to automate the library to as many touchless surfaces as possible and to use capital funds. Mallory seconded. All voted in favor. Motion passed.

c. Drinking fountain for outside – The board looked at the print out for the drinking fountain in the library park. They like the bottle fill feature and that is has a pet station. Mallory made a motion that we purchase the outside drinking fountain with the pet feature for the library park. Gwenn seconded. All voted in favor. Motion passed.

10. CORRESPONDENCE –

A. Acceptance letter from the Department of Taxation for Budget 2020-2021.

11. FINANCE -

a. Finance – Gwenn made a motion to approve and sign vouchers dated June 2, 2020. 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, July 7, 2020 @ 5:45 PM in Round Mountain Public Library Conference Room, Round Mountain Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 7:00 PM

7-7-20  
Date approved

  
Mallory Barber, Secretary/Clerk