

**CARSON CITY LIBRARY
MINUTES OF MEETING
OF THE BOARD OF TRUSTEES
March 27, 2014**

I) Call to order of the Carson City Library Board of Trustees.

II) For possible action – Roll call of members and determinations of a quorum.

Chairperson Sandy Foley; Board Member Pam Graber; Vice Chairperson Robert Kennedy; Board Member Phyllis Patton; Board Member Dianne Solinger

Quorum established.

III) General Public Comment

Members of the public who wish to address the Library Board of Trustees may come forward and speak on any topic that is relevant to the Library Board authority. The Board respects the right of citizens to present differing opinions and views but the Board cannot function effectively in an environment of personal attacks, slander, threats of violence and willful disruption. The Chairperson reserves the right to maintain proper order and decorum during the Board's Meeting and may rule such out of order. The failure to maintain such order and decorum may result in the violator's exclusion from the remainder of the public meeting. Comments may be limited to three minutes per person. If you believe your item requires extended discussion or action, you may ask a member of the Board to place it on the Board's agenda for a future meeting. No action may be taken on a matter raised under this item of the agenda unless the matter is noticed on a Board agenda as an action item.

Carol Harris: Ms. Harris described her work on behalf of the Carson City School District's Gifted and Talented Education program, including her efforts in the community to obtain funding for the program. She discussed the GATE's exploration program and provided details on the way they approach young children in order to identify high cognitive ability and help them to explore additional educational avenues. She described partnerships with Carson City Library, Nevada Department of Transportation, Brewery Arts Center, and the Sheriff's Department and explained the goals of the program, which includes providing access to subjects beyond those used for testing in traditional school programs. She showcased a book that was created in conjunction with these efforts last year and provided details about the work done recently at the Empire School using podcast design. She described the recent program involving gifted students in the Carson City School District, where resources found at the Carson City Library enabled them to analyze city statistics and assume the role of professionals in the community. She expressed appreciation for the efforts made by the Carson City Library in these partnerships and the success of the library's strategic plan.

Board Member Pam Graber: Ms. Graber asked about the age groups involved.

Carol Harris: Ms. Harris answered that they were 13-14 and in the sixth and seventh grades.

Board Member Pam Graber: Ms. Graber inquired regarding whether or not this could be done on a regular basis.

Carol Harris: Ms. Harris explained that there were limited number of slots available and an application process took place to place GATE students in this particular project.

Chairperson Sandy Foley: Mrs. Foley asked about the prospects for next year.

Carol Harris: Mrs. Harris explained that the GATE program is continually being revised and that it is looking to expand into second language groups. She also emphasized the need for additional funding.

IV) For possible action – Minutes of previous meetings for approval/amendment.

- a. February 27, 2014 (Regular Meeting)

Motion: Pam Graber moved to approve the February 27, 2014 minutes.

Second: Dianne Solinger

Result: Approved

V) Notice – Modification to agenda

Below is the agenda of all items scheduled to be considered. This is a tentative schedule for the meeting. The Carson City Library Board of Trustees reserves the right to take items in a different order; items may be combined; and/or items may be deleted to accomplish business in the most efficient manner.

VI) Disclosures

Any member of the Library Board of Trustees may explain any contact with the public regarding an item on the agenda or business of the Board of Trustees.

VII) Carson City Library Foundation Report (report only)

- a. Fund generation & activities since last report.

Board Member Pam Graber: Ms. Graber explained that there had not been a meeting of the foundation since the last board meeting.

VIII) Friends of the Carson City Library report (report only)

- a. Fund generation & activities since last report.

Committee Chairperson Frieda Ford: Mrs. Ford described the work being accomplished at the new location for the Friends of the Library bookstore. She explained the goal of the move is to expand their clientele and include more of the community. She gave the date for the grand opening, Saturday, April 12th.

Chairperson Sandy Foley: Mrs. Foley asked about the days of operation and received an answer, Monday through Saturday.

IX) Library Board of Trustees Business

- a. Discussion and for possible action – Internet Acceptable Use Policy for youth desktop public computing. Items to include time limits and computer use locations.

Youth Services Librarian Matthew Galli: Mr. Galli asked for a revision to be made to the Internet Use Policy in the youth department regarding the time given to children on the computers. He also highlighted that the revisions are tied to the @Two Digital Learning Center and the premiere library card, explaining that some of the equipment was moved from upstairs into the Youth Department as part of the remodel.

Board Member Dianne Solinger: Mrs. Solinger asked for more details regarding the premiere library card users.

Youth Services Librarian Matthew Galli: Mr. Galli explained the signup process for the premiere library card.

Director Sena Loyd: Ms. Loyd provided additional details regarding its use.

Board Member Dianne Solinger: Mrs. Solinger asked about the age range for obtaining a premiere library card.

Director Sena Loyd: Ms. Loyd responded that anyone between the ages of 14-17 could obtain one as long as a parent or guardian gave permission and that anyone age 18 and older could sign up for one.

Youth Services Librarian Matthew Galli: Mr. Galli explained that use of equipment in the teen area of the Youth Department is limited to high school students between the ages of 14-18.

Carol Harris: Mrs. Harris asked about the installation of a Smartboard in the teen area and the availability of other research tools.

Youth Services Matthew Galli: Mr. Galli described his background as a research librarian and began discussion on the library's plans to create a digitorium.

Sena Loyd: Ms. Loyd explained that other equipment will be available in the library's planned digitorium to create presentations, but that there are currently no plans to purchase a Smartboard.

Motion: Board Member Phyllis Patton

Second: Board Member Dianne Solinger

Result: Approved

X) Library Director administrative reports (report only)

- a. Report on current FY Budget, Gift Fund & FF&E

Director Sena Loyd: Ms. Loyd provided specific information about each of the major items in the FY Budget and gave further details regarding large-purchase items that will equalize certain budget expenditure percentages. She discussed items in the FF&E, including the work being done on the elevator and the timeline on its completion. She asked if there were any questions regarding the Gift Fund or the other reports.

- b. Activities and operations of Library since last report

Director Sena Loyd: Ms. Loyd discussed the two LSTA grants, with focus on the repair work being done on the equipment at the Boys and Girls Club. She pointed to a list in her report of the various publications that have discussed the library and described a presentation that she gave at the First Presbyterian Church of Carson City regarding library resources and ebook use. She described the addition of another part-time staff member to provide assistance with circulation in the evenings and on Saturdays. Ms. Loyd also provided details on the upcoming Discover Tech exhibit in April and May and gave the opening date of the exhibit, Monday, April 14th.

XI) Administrative reports (report only)

- a. Deputy Director

Deputy Director Tammy Westergard: Mrs. Westergard described the national attention that the Carson City Library's Strategic Plan has received through a recent webinar with the American Library Association. She explained the importance of community outreach in accomplishing the library's goals and gave more details about how this connects to the information presented in the webinar.

b. Adult Services

Programming Outreach Manager Andrea Moore: Mrs. Moore gave statistics about foot traffic in the library and quotations from the most recent Vamos A Platucar group, which emphasized users' enthusiasm for the library's programming. She provided details about upcoming programs, including the latest Capital City Arts Initiative's Book & Writer Series, Nevada Library Snapshot Day, the Discover Tech exhibit opening, and other programs.

c. @Two Outreach Grant

Technology Trainer Molly Walt: Mrs. Walt provided information regarding the attendance rate of the classes being given throughout Lyon County and described the eagerness of patrons attending the classes. She also described the social media classes offered at the senior center and the success rate there, as well as the training taking place with other Carson City employees. She explained an additional aspect of the grant and her efforts with training Lyon County employees. She described statistics on library classes, with 118 patrons attending 35 courses upstairs at the library.

Deputy Director Tammy Westergard: Mrs. Westergard asked about organization efforts in Lyon County

Technology Trainer Molly Walt: Mrs. Walt stated that training was underway to help with local efforts in Lyon County.

d. Youth Services

Youth Services Librarian Matt Galli: Mr. Galli described the increase in program attendance in the library and attributed this to the completion of the remodel. He explained the success of Teen Tech week and its programming, and he reiterated that attendance in youth program is likely to increase as services are normalized. He described the Discover Tech exhibit and explained that programming for the next two months will be crafted to focus on science-related themes. He provided information on the El Día de los Niños grant and possible programming that will be made available in relation to that event. He described the judging and other work that was done by library staff in conjunction with projects made by honors students for National History Day. He discussed a potential partnership between the Teen Advisory Board in Minden and the Carson City Library's Teen Advisory Board. He also gave details regarding upcoming programming involving the start of the library's Summer Reading Program.

Director Sena Loyd: Ms. Loyd stated that the National History Day projects will be here for the next meet and greet with the board.

Youth Services Librarian Matt Galli: Mr. Galli stated that local schools will be setting up tours of the Discover Tech exhibits.

Deputy Director Tammy Westergard: Mrs. Westergard added that an LSTA grant was approved for a employee position to be filled in connection with the digitorium during after-school hours.

e. Youth Liaison Board of Trustees and Teen Advisory Board Representative

Teen Advisory Board Representative Sheila Lugo: Ms. Lugo stated that the Teen Advisory Board met to discuss the Summer Reading Program and various fundraisers. She explained the idea behind the Teen Advisory Board logo.

Board Member Phyllis Patton: Mrs. Patton described Sheila Lugo's role in creating a Facebook presence for the Friends of the Library.

Chairperson Sandy Foley: Mrs. Foley expressed appreciation for the efforts being done by Naomi Morgan and Cathleen Allison from Nevada Photo Source with regards to the photos placed on the Carson City Library's Facebook page.

Director Sena Loyd: Ms. Loyd expressed gratitude for Cathleen Allison's assistance in obtaining photo release forms from parents so that photographs could be used by the library for promotional purposes.

Deputy Director Tammy Westergard: Ms. Westergard pointed out that the photographs received recognition during the ALA webinar she attended.

XII) Non Action Items

- a. Board Members' announcements & request for information. No discussion among members or with staff will take place on these items.

XIII) General Public Comment

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XIV) Action – Library Board Adjournment

Motion: Vice Chairperson Robert Kennedy
Second: Board Member Pam Graber
Result: Approved

Meeting adjourned at 6:17 p.m.