

**CARSON CITY LIBRARY
MINUTES OF MEETING
OF THE BOARD OF TRUSTEES
October 23, 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.

- a. Consideration of any absence of Trustees.

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.

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

- a. September 25, 2014 (Regular Meeting)

Motion: Board Member Phyllis Patton

Second: Board Member Pam Graber

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.

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

- a. Fund generation & activities since last report.

Chairperson of the Book Committee Patti Ferguson: Mrs. Ferguson stated that the Name the Beast competition for the Friends' donation box has started.

Chairperson Sandy Foley: Mrs. Foley asked if the contest was for sixth grade students and under.

Patti Ferguson: Mrs. Ferguson replied that this was correct.

IX) Library Board of Trustees Business

- a. Discussion and possible action on meeting day and time for November and December. Both November and December's meetings fall on holidays.

Library Director Sena Loyd: Ms. Loyd pointed out the calendar available in the board members' packets and explained the constraints on meeting times. She added that the board only needed to meet once, either in November or December.

Board Member Pam Graber: Ms. Graber recommended Thursday, December 4th at 5:30 p.m.

Motion: Board Member Pam Graber

Second: Board Member Elizabeth Abarca-Angel

Result: Approved

X) Library Director administrative reports (report only)

- a. Report on current FY Budget, Gift Fund, and furniture, fixtures & equipment or FF&E
- b. Activities and operations of Library since last report

Library Director Sena Loyd: Ms. Loyd stated that she would give only the budget report and that the remaining reports are already available in the board members' packets as written reports. She pointed out that the contractual services item line in the 101 general fund is currently overexpended for the year, but she stated that this is due to an accidental charge that will be removed. She stated that the budget amounts for the library's grants are currently on track in terms of spending.

She provided the board with examples of expenditures from the Gift Fund that are present in the Digitorium, such as the projector and equipment currently in use in the area. She stated that the expenditures from the FF&E budget are mainly related to the work on the library's new website.

XI) Administrative reports (written report only)

- a. Deputy Director
- b. Adult Services
- c. Circulation and Access Services
- d. Youth Services
- e. Summer Reading
- f. Digitorium/Out of School Time Grant
- g. Youth Liaison Board of Trustees and Teen Advisory Board Representative

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