

**NOTICE OF A PUBLIC MEETING
OF THE
CARSON CITY LIBRARY BOARD OF TRUSTEES**

**CARSON CITY LIBRARY
900 N. ROOP STREET
CARSON CITY, NV 89701**

**April 28, 2016
5:30 pm**

Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please notify the Carson City Library Administrative office in advance so that arrangements may be made. Requests may be made in writing and addressed to the office at 900 N. Roop St., Carson City NV 89701, or by calling 775-887-2244, ext. 7591.

NOTE: Below is an agenda of all items scheduled to be considered. Notice is hereby provided that items on the agenda may be taken out of order, two or more agenda items may be combined for consideration and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time. **

AGENDA

I) Call to Order – Roll Call

II) 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 or within the authority of the Library Board. The Board respects the right of citizens to present differing opinions and views. 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 item on which action may be taken. In accordance with the Open Meeting Law, the Chairperson may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

III) FOR POSSIBLE ACTION – Approval of minutes of previous meeting (February 25, 2015 –Regular Meeting)

IV) FOR POSSIBLE ACTION – Approval of minutes of previous meeting (March 24, 2016 – Regular Meeting)

V) INFORMATION ONLY - Friends of the Carson City Library report

- a. The Friends of the Carson City Library is a non-profit group that generates funds for the public library through Browser's Corner Bookstore and other fundraisers. There will be an overview of fund generation and activities discussed since the last report.

VI) FOR POSSIBLE ACTION – Library Board of Trustees Business

- a. FOR POSSIBLE ACTION: Discussion and possible action to approve the remaining amount in Library Gift FF&E (\$1,561.33) and Digitorium (\$4,624.54) be returned into the regular gift fund budget.
- b. FOR POSSIBLE ACTION: Discussion and possible action to change the June staff development day from June 8th to June 15th so that staff can complete a Kaizen (lean training to continue improvement of processes) event with facilitator Michael Sologga (City Business Development Manager).

- c. FOR POSSIBLE ACTION: Discussion and possible action on matching funds from the Friends of the Carson City Library for 1st level back staff room improvements in the amount of \$14,500 for staff and Library volunteers. Improvements will be mobile.

VII) INFORMATION ONLY - Library Director administrative reports

- a. Report concerning the condition of the City FY Budget (101) and Gift Fund (230).
- b. Report concerning activities and operations of Library since last report

VIII) INFORMATION ONLY – Other administrative reports

- a. Adult Services update and activities since last report. Adult services provides programming and services to those 18 years and older.
- b. Access Services update and activities since last report. Access services catalogs and processes all physical resources in the library and facilitates circulation of resources (check in and out).
- c. Youth Services update and activities since last report. Youth services provides programming and services to those 17 years and younger.
- d. Youth Liaison Board of Trustees update and activities since last report. Youth Liaison Board of Trustee update is provided by the president of the Teen Leadership Council. The Teen Leadership Council volunteers, suggests and offers assistance to Library staff in programming for those 14-17 years old and in High School.

IX) INFORMATION ONLY - Board Members' announcements & request for information.

X) Public Comment

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XI) FOR POSSIBLE ACTION – Adjournment

** Copies of the reference material and any additional supporting material will be made available at the Carson City Library, located at 900 N. Roop St. , Carson City, NV 89701 or by contacting Sena Loyd, Library Director at 775-283-7591 or slloyd@carson.org. Copies of any such materials will also be made available at the meeting site.

**** This notice was posted on or by **April 22, 2016** at the following locations:**

Carson City Hall, 201 N. Carson St., Carson City, NV 89701

Carson City Community Center, 851 E. William St., Carson City, NV 89701

Carson City Fire Station, 777 S. Stewart Street, Carson City, NV 89701

Nevada State Library & Archives, 100 N. Stewart St., Carson City, NV 89701

Carson City Library, 900 N. Roop St., Carson City, NV 89701

Carson City Library Website: <http://www.carsoncitylibrary.org/about/board/meetings-and-notice>

Nevada Public Notice Website: <https://notice.nv.gov>