

**.CARSON CITY LIBRARY  
MINUTES OF MEETING  
OF THE BOARD OF TRUSTEES  
April 24, 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.

Quorum established.

Absent: Vice Chairperson Robert Kennedy

Chairperson Sandy Foley: Mrs. Foley stated that she had spoken with Vice Chairperson Robert Kennedy and that he had informed her that he would be absent for the April 24, 2014 meeting of the board.

**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.

Carson High School Teacher Nicole Fagundes: Ms. Fagundes came to present the Carson High School Business of the Month Award to the Carson City Library in honor of the collaboration between the library and Carson High School during National History Day.

Chairperson Sandy Foley: Mrs. Foley thanked Ms. Fagundes for the award and bringing before the board examples of the National History Day projects.

Carson High School Teacher Nicole Fagundes: Ms. Fagundes explained that these were examples of the fifteen projects that will continue on to the state level of the National History Day competition.

Chairperson Sandy Foley: Mrs. Foley invited them to return after their success at the state competition.

Carson High School Teacher Nicole Fagundes: Ms. Fagundes explained that the winners would then continue on to compete at the national level in Baltimore, Maryland.

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

- a. March 27, 2014 (Regular Meeting)

Motion: Board Member Phyllis Patton moved to approve the March 27, 2014 minutes.

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.

Board Member Pam Graber: Ms. Graber stated that there is nothing significant to report.

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

- a. Fund generation & activities since last report.

Committee Chairperson Frieda Ford: Mrs. Ford discussed the grand opening of the new bookstore. She stated that store brought in \$1500 on the grand opening day and has been averaging \$300 a day since then. She described upcoming events, including the upcoming volunteer appreciation event at the Eagle Valley Golf Course and an annual meeting on July 8th at Gold Dust West.

Chairperson Sandy Foley: Mrs. Foley expressed appreciation for the work done by Mrs. Ford and Mrs. Patton.

#### **IX) Library Board of Trustees Business**

None

#### **X) Library Director administrative reports (report only)**

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

Library Director Sena Loyd: Ms. Loyd discussed the status of the current budget and gave reasons for the overexpenditures and underexpenditures found there. She discussed the use of the gift fund, including travel funds and the match funds being used in various grants. She explained the beginning of Summer Reading Program expenditures and the amounts involved, as well as upcoming grant funds that will be obtained for the program.

- b. Activities and operations of Library since last report

Library Director Sena Loyd: Ms. Loyd discussed that the Digitorium liaison grant has gone through and the match funds were found internally, so no request needed to be made for additional funding. She explained that there is another mini-grant that has been applied for with the goal of boosting the various film collections of the library and explained that matching funds will be taken from the general budget. She described the opening of the Discover Tech exhibit and its immediate popularity among the youth of the community. She also introduced the Discover Tech liaison, Brittney Cram, and described her duties. She provided the current status of the elevator repairs, explaining that the repairs on the elevator have been completed and that the library is merely awaiting a state inspector to approve it for public use. She also reported that upgrades are currently in progress for the library's wireless system.

Board Member Dianne Solinger: Mrs. Solinger asked about the time frame on these changes.

Library Director Sena Loyd: Ms. Loyd explained that negotiations are currently underway with Charter. Then, she described her work with staff during National Librarian Appreciation Week. She reported the

finalization of the library's budget during the latest meeting with the Carson City Board of Supervisors. She discussed her work with the community in endorsing the library, including promotion of the library's outreach grant work.

**XI) Administrative reports (report only)**

a. Deputy Director

Chairperson Sandy Foley: Mrs. Foley stated that Deputy Director Tammy is out of town and therefore unavailable to give her report.

Library Director Sena Loyd: Ms. Loyd pointed out that there is a deputy director report in the board's packet.

b. Adult Services

Chairperson Sandy Foley: Mrs. Foley expressed appreciation for the work that was done to bring the Discover Tech exhibit to the library.

Programming Outreach Manager Andrea Moore: Mrs. Moore discussed the latest program that took place at the Carson City Community Center, *The Physics of Nascar*, and the success of the collaboration that took place there. She described the enthusiastic comments that were made with regards for the library during the NLA Snapshot Day. She discussed upcoming events in the community, including the latest author presentation put on the Capital City Arts Initiative. Caleb Cage will be presenting his book on May 17th, and there will be another author presenting at the BRIC on May 29th, Gary Noy.

Chairperson Sandy Foley: Mrs. Foley commented on the way that recent library events have connected together so well.

c. @Two Outreach Grant

Technology Trainer Molly Walt: Mrs. Walt provided information on the numbers in her report and explained that she did not travel to Lyon County during the week of April 21-25 due to students being out for spring break. She explained issues in matching up one-on-one help requests with classes that are already available at the senior center and discussed the probability of whether or not classes will continue in Lyon County after the end of the program. She explained the success of technology classes locally and described the start of online classes that will be offered by the library in May. She described the positive reaction of patrons to the proposed change in class offerings.

Library Director Sena Loyd: Ms. Loyd explained that online classes are an aspect of the grant that needs to be implemented.

Board Member Pam Graber: Ms. Graber asked for a schedule of online classes.

Technology Trainer Molly Walt: Mrs. Walt stated that the schedule has already been handed over to Library Director Sena Loyd and explained that the majority of classes will focus on Microsoft Office programs.

Library Director Sena Loyd: Ms. Loyd explained that Heather Butler, a former Carson City Library employee, will also be utilized for the online classes.

Technology Trainer Molly Walt: Mrs. Walt explained that the new schedule will be published in the same manner as the physical course offerings.

Sena Loyd: Ms. Loyd provided the technology requirements for the online classes.

d. Youth Services

Youth Services Librarian Matthew Galli: Mr. Galli reported on the increase in numbers in the youth department and explained the correlation between these statistics and the end of the remodel. He described the opening of the Discover Tech exhibit and the attendance at the programs associated with it, as well as the success of the first of the school tours coming to see the exhibit. He described upcoming youth events, including mini-golf and Lego robots. He also discussed upcoming events associated with El Día de los Niños, including a local Peruvian music group and a food truck. He explained that, in response to requests for additional storytimes, the youth department has added another storytime on Friday afternoons.

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

No report.

**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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Chairperson Sandy Foley: Mrs. Foley expressed appreciation for the filing system being used for current board meetings.

**XIV) Action – Library Board Adjournment**

Motion: Board Member Pam Graber  
Second: Board Member Dianne Solinger  
Result: Approved

Meeting adjourned at 6:12 p.m.