

Minden Branch:
1625 Library Lane
Minden, NV 89423
P: 775.782.9841
F: 775.782.5754



Lake Tahoe Branch:
233 Warrior Way
Zephyr Cove, NV 89448
P: 775.588.6411
F: 775.588.6464

P.O. Box 337 • Minden, NV 89423

library.douglascountynv.gov

Douglas County Public Library Board of Trustees Meeting Notice and Agenda

April 17, 2024

The Douglas County Public Library Board of Trustees will meet at **10:00 a.m.** on **Tuesday, April 23, 2024** in the **Meeting Room of the Zephyr Cove Library, 233 Warrior Way, Zephyr Cove, NV**. The meeting will be in-person and will not be simultaneously streamed via YouTube or Zoom®. Below is an agenda of all items scheduled for consideration.

Agenda

The Library Board encourages the respectful consideration of all views by members of the public. In order to ensure that every individual desiring to speak before the Library Board has the opportunity to express his or her opinion, it is requested that the audience refrain from disruptive behavior that may interrupt, interfere or prevent the speaker from commenting on items that are for possible action by the Library Board.

1. **Public comments. [No Action]**

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees. Public comment will not be taken on agenda discussion items because a public hearing is not legally required.

Public Comment is limited to five (5) minutes per speaker. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

If members of the public wish to comment on a specific agenda item scheduled for action, please make comments when the Library Board of Trustees considers that item and the item is opened for public comment.

2. **For possible action.** Discussion on approval of the agenda. The Library Board of Trustees reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.
3. **For possible action.** Discussion on approval of the minutes of the March 26, 2024 regular meeting.

4. Consent Calendar.

Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Trustee wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed as the next item for discussion or may be continued until another meeting.

- a. For possible action. Approval of Gift fund claims
 - i. March
 - ii. April

5. For possible action. Discussion and review of Budget Performance Report summary and Gift Fund summary.
 - a. 3/31/24

6. For possible action. Discussion and review of Library Grant Summary Report and acceptance of the grant award listed below.
 - a. Grant Award
 - i. Acceptance of the Library Service and Technology Act (LSTA) Continuing Education Grant-In-Aid Award in the amount of no more than \$1,500, which will fund the Collection Development Librarian, Luise Davis' attendance at the Utah Library Association (ULA) and Mountain Plains Library Association (MPLA) Joint Conference, May, 8 – 11, in Salt Lake City, UT.

7. For possible action. Discussion on entering into a possible partnership with Asotin County Library, Washington, through a memorandum of understanding/agreement, on its Leadership Grant for Libraries project, "Expanding Open Data Opportunities for Small Public Libraries" through the beginning of 2025; Douglas County Public Library's participation would include but is not limited to: receiving \$13,250.00 in pass through grant monies, dedicating 80-100 hours of staff time to meet with participants, publishing local open data sets, and evaluating an Open Data Toolkit designed by Asotin County Library.

8. For possible action. Discussion and update on the Fiscal Year (FY) 24-25 library budget following presentation to the Board of County Commissioners, including revisions based on the reduction of working hours for one current full time employee position.

9. For possible action. Discussion on establishing reoccurring date(s) through December 2024 for agenda setting meetings.

10. For possible action. Discussion on establishing performance goals for Library Director Timothy DeGhelder for June 2024-2025, for inclusion into the upcoming Director's 2024 annual performance evaluation.

11. For presentation only. Update and presentation on the Public Library Association (PLA) Conference attended by Library Director Timothy DeGhelder and Library Supervisor Vanna Bells on April 2 – 5 in Columbus, OH.

12. For discussion only. Director's monthly report on library operations and statistical report from staff.

13. Closing public comments.

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees or those agenda items where public comment has not already been taken.

14. For possible action. Adjournment.

According to the provisions of NRS 241, this notice and agenda has been posted at or before 9:00 a.m. on the third working day before the meeting at the following locations:

Douglas County Library, 1625 Library Lane, Minden NV,

<https://library.douglascountynv.gov/>

Douglas County website,

https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1

State of Nevada website, <https://notice.nv.gov>

Supporting materials are available at the Minden Library, 1625 Library Lane, Minden, NV or at the Douglas County website address listed above. A request for copies of the supporting materials may be directed to:

Veronica Hallam, Administrative Services Manager

Douglas County Public Library

1625 Library Lane, Minden, NV 89423

775-782-9841

vhallam@douglas.lib.nv.us

Reasonable efforts will be made to assist and accommodate members of the public who are disabled and wish to attend the meeting. Please contact Veronica Hallam at 782-9841 before April 23, 2024 for arrangements.