

October 16, 2018

The Douglas County Public Library Board of Trustees will meet at 10:00 a.m. on Tuesday, **October 23, 2018** in the Meeting Room of the in the Pine Nut Room of the Minden Library, 1625 Library Lane, Minden, NV. Below is an agenda of all items scheduled to be considered. All items **For Possible Action** will include a public comment period.

AGENDA

1. Public comments and discussion.

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 will not be taken as a public hearing is not legally required.

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 you wish to comment on a specific agenda item scheduled for action, please do so when that item is opened for public comment.

2. For possible action. Approval of proposed 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. Approval of the minutes of the August 28 and September 27, 2018 regular meetings.

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. Motion to approve the Consent Calendar, item 4a.

- a. For possible action. Approval of Gift fund claims
 - i. September/October 2018

5. Review of Budget Performance Report summary and Gift Fund summary [Discussion]
 - a. 9/30/2018
6. For possible action. Discussion on the revisions and proposed changes to the Meeting Room Policy. [Discussion]
7. For possible action. Discussion and possible action to approve expenditure up to \$5,000.00 of the Gift Fund for the Bookmobile, if additional funds are needed. Discussion will include an update on the Bookmobile Project. [Discussion]
8. For possible action. Discussion and review of possible evaluation forms to be considered for the annual Performance Evaluation of the Library Director. [Discussion]
9. Annual performance evaluation of Library Director. [Discussion]
 - a. A packet of information will be given to each Trustee as soon as Item #8 (above) has been discussed and voted upon.
 - b. Performance evaluation will be conducted at the November 28 regular meeting.
10. For possible action. Update on 2011-2020 Long Range Plan. [Discussion]
 - a. Review and discussion of 2018 Goals and Objectives.
 - b. Discussion of possible Goal 1 and Goal 2 Objectives for 2019.
 - c. New 2019 objectives must be adopted by November 27 meeting.
 - d. Discussion on new Long Range Plan for 2021 and beyond.
11. Review of board terms. [Discussion]
 - a. Deborah Blackman 12/31/2018
 - b. Melanie Boudreau 12/31/2018
 - c. Mark Jensen 12/31/2020
 - d. Bonnie Rogers 12/31/2019
 - e. Charles Wolle 12/31/2019
12. List of evaluations completed.
 - a. Brown
 - b. Frederick
 - c. Wilson, Linda
13. Monthly Report. [Discussion]
 - a. Friends / Foundation
 - i. Friends Board Monthly Meeting – November 13, 2018
 - ii. Foundation Meeting – October 30, 2018
 - b. Completed Library Programs
 - c. Current / Planned Library Programs
 - d. Usage statistics
 - e. Facility work

14. For possible action. Discussion on the character, competence, alleged misconduct or physical or mental health of Amy Dodson, Library Director, pursuant to NRS 241.031 and recommendations regarding training, policies and departmental communication. This item was previously heard on August 28, 2018 and continued to the October meeting.

15. For possible action. Discussion on adopting a Resolution formally acknowledging the Douglas County Administrative Policies and Procedures apply to all Douglas County Library employees. Tabled from September 27, 2018 meeting. [Discussion]

16. Public comments and discussion.

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17. For possible action. Adjournment.

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

Douglas County Libraries, Minden and Zephyr Cove
Douglas County Courthouse
Minden Post Office
Zephyr Cove Post Office
<https://www.douglascountynv.gov/AgendaCenter>
<https://notice.nv.gov>

Supporting material for the meeting is available at the Minden Library, 1625 Library Lane, Minden, NV. A request for copies of the supporting materials may be directed to:

Kathy Munson, Administrative Services Manager
Douglas County Public Library
1625 Library Lane, Minden, NV 89423
775-782-9841
kmunson@douglas.lib.nv.us

Reasonable efforts will be made to assist and accommodate handicapped persons desiring to attend the meeting. Please contact Amy Dodson at 782-9841 before October 23, 2018 for arrangements.

DOUGLAS COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

A quorum or greater number of Library Board Trustees may be gathering at any or all of the following organizations' meetings during the months of October / November / December 2018. At these meetings, the Library Board of Trustees is in attendance to observe the proceedings of the organization and to participate in discussions to the extent allowed by the organization.

These organizations may not have posted a formal agenda for their meetings. The Library Board of Trustees present at the meeting will take no action relevant to the Douglas County Public Library.

NV Atty. General Training for Boards & Commissions	10/24/18	8:00 AM	Legislative Bldg. Carson City, NV
Friends/Foundation Annual Fall Book Sale	11/9-11/18	4:00 PM	CVIC Hall
Friends of the Library	11/13/18	4:00 PM	Minden Library
Second Wednesday Book Group	11/14/18	5:00 PM	Minden Library
Friends of the Library	12/10/18	4:00 PM	Minden Library

This notice was posted at the following locations prior to meeting days:

Douglas County Libraries - Minden and Zephyr Cove
Douglas County Courthouse
Minden Post Office
Zephyr Cove Post Office