

September 21, 2018

The Douglas County Public Library Board of Trustees will meet at 10:00 a.m. on Thursday, **September 27, 2018** in the Meeting Room of the Lake Tahoe Branch Library, 233 Warrior Way, Zephyr Cove, 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, 2018 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. Motion to approve the Consent Calendar, item 4a.

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

5. Review of Budget Performance Report summary and Gift Fund summary [Discussion]
  - a. 8/31/2018
6. Update on Bookmobile Project. [Discussion]
7. Update on recruitment of Library Technician for the Bookmobile. Online application is open until October 1. [Discussion]
8. Discussion and review of possible new evaluation forms to be considered for the annual Performance Evaluation of the Library Director. Samples provided. [Discussion]
9. List of evaluations completed.
  - a. Rivera-Gibson
  - b. Wahab
  - c. Wilson, Larry
10. Monthly Report. [Discussion]
  - a. Friends / Foundation
    - i. Friends Board Monthly Meeting – October 8, 2018
    - ii. Foundation Meeting – February 2019
  - b. Completed Library Programs
  - c. Current / Planned Library Programs
  - d. Usage statistics
  - e. Facility work
11. For possible action. Discussion on adopting a Resolution formally acknowledging the Douglas County Administrative Policies and Procedures apply to all Douglas County Library employees. [Discussion]
12. For possible action. Update on 2011-2020 Long Range Plan. [Discussion]
  - a. Review progress on 2018 Goals and Objectives adopted November 2017.
  - b. Discussion of possible Goal 1 and Goal 2 Objectives for 2019.
  - c. October 23 meeting: review/amend results of 2018 objectives.
  - d. November 27 meeting: formally adopt 2019 Objectives.
  - e. Discussion on new Long Range Plan for 2021 and beyond.
13. Public comments and discussion.
 

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14. 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 Library, Minden  
Douglas County Courthouse  
Minden Post Office  
<https://www.douglascountynv.gov/AgendaCenter>  
<https://notice.nv.gov>

Supporting material for the meeting is available at the Circulation Desk, 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](mailto: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 September 27, 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 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.

Local Author Gathering	10/2/18	4:00-6:00 PM	Minden Library
Presentation for Douglas County Genealogy Group	10/4/18	1:00-2:00 PM	Community & Senior Ctr, Med. Clinic Rm.
Friends of the Library	10/8/18	4:00 PM	Minden Library
Second Wednesday Book Group	10/10/18	5:00 PM	Minden Library
NLA Conference	10/12-14/18	9:00 PM	The Westin Hotel, Las Vegas, NV
Friends of the Library	11/13/18	4:00 PM	Minden Library
Second Wednesday Book Group	11/14/18	5:00 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