

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
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P.O. Box 337 • Minden, NV 89423

douglas.lib.nv.us

March 19, 2018

The Douglas County Public Library Board of Trustees will meet at 10:00 a.m. on Tuesday, **March 27, 2018** 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 presentation only. Online video course *Nevada Trustee Academy: Short Takes for Trustees*. Video presentation: "Board Meetings". [Presentation]

4. For possible action. Approval of the minutes of the February 27, 2018 regular meeting.

5. 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 5a.

- a. For possible action. Approval of Gift fund claims
 - i. February/March 2018

6. For possible action. Discussion of email for Library Trustees for public communication. (Cynthea Gregory) [Discussion]

7. Review of Budget Performance Report summary and Gift Fund summary. [Discussion]
- a. 2/28/2018
 - b. Update on January augmentations

8. Review and discussion of FY 18-19 Tentative Library budget, Douglas County Budget process, and dates for the FY 18-19 Budget Hearings. [Discussion]
 - a. Tentative Budget Hearings March 26-27 and April 2-4
 - b. Library Tentative Budget Presentation: March 26
 - c. Final Budget Hearings: April 30-May 1

9. List of evaluations completed.
 - a. Bates
 - b. Munson

10. Update of RFID Progress. [Discussion]
 - a. Installation update
 - b. Introducing RFID to patrons: April 10

11. For possible action. Approval of application for NV State Library's *Emerging Technology Early Adopter Program (ETEAP)*. [Discussion]
 - a. Selected libraries will be announced on April 13. The pilot program begins on June 1 and ends on November 31, 2018.
 - b. Completed application due on March 30.

12. Annual report to the Board of Commissioners. [Discussion]
 - a. County Manager's office asks Douglas County boards for brief overview of accomplishments from the previous year.

13. Monthly Report. [Discussion]
 - a. Friends / Foundation
 - i. Friends Board Monthly Meeting – April 9, 2018
 - ii. Spring Book Sale – May 18-20, 2018
 - iii. Foundation Meeting – May 30, 2018
 - b. Completed Library Programs
 - c. Current / Planned Library Programs
 - d. Usage statistics
 - e. Facility work

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15. For possible action. Adjournment.

According to the provisions of NRS 241, this notice and agenda has been posted on or before 10:00 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
<http://douglas.lib.nv.us>
<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

Reasonable efforts will be made to assist and accommodate handicapped persons desiring to attend the meeting. Please contact Amy Dodson at 782-9841 before March 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 April / May 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.

Friends of the Library	4/9/18	4:00 PM	Minden Library
Second Wednesday Book Group	4/11/18	5:00 PM	Minden Library
Business Showcase	4/12/18	3:00-6:00 PM	Senior Center
Volunteer Reception	4/13/18	2:30-4:00 PM	Minden Library
Local Author Talk & Book Signing, JoAnn Conner	5/8/18	5:00 PM	Minden Library
Second Wednesday Book Group	5/9/18	5:00 PM	Minden Library
Friends of the Library	5/14/18	4:00 PM	Minden Library
Friends Annual Spring Book Sale	5/18-20/18	4:00 PM	CVIC Hall
Library Foundation Meeting	5/30/18	10:30 AM	Minden Library
Author Talk: Jennifer Quashnick	5/30/18	5:00 PM	Minden Library

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

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Douglas County Courthouse
Minden Post Office
Zephyr Cove Post Office