

Minden Branch:
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Minden, NV 89423
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233 Warrior Way
Zephyr Cove, NV 89448
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P.O. Box 337 - Minden, NV 89423

douglas.lib.nv.us

APPROVED 6/28/16
LIBRARY BOARD MINUTES
Special Meeting
June 17, 2016

ATTENDEES

Library Board Members: Charles Wolle, Chairperson, Melanie Boudreau, Vice Chairperson, Deborah Blackman, and Bonnie Rogers. Barb Wilson was absent.

County and Library Staff: Amy Dodson and Kathy Munson. Kathy Munson took the minutes.

THE MEETING CONVENED AT 10:00 A.M.

1. PUBLIC COMMENTS AND DISCUSSION [Discussion]

Charles Wolle, Chairperson, asked for public comment. There being no public comment, public comment was closed.

2. APPROVAL OF THE PROPOSED AGENDA [Action]

Bonnie Rogers made a motion to approve the agenda as presented. Deborah Blackman made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

3. DISCUSSION AND POSSIBLE ACTION TO APPROVE PAYMENT TO TECH LOGIC IN THE AMOUNT OF \$15,753.00 FROM THE LIBRARY GIFT FUND FOR RFID TAGS, AS PART OF THE RFID PROJECT.
[Action]

Amy Dodson provided information, as follows.

- The Board approved the project two months ago.
- It's being done in three phases, bridging two fiscal years.
- Recent Finance Department policy requires that in order to encumber the budget to fund the RFID project, the entire project cost must be available in the current fiscal year's budget.
- Because the total project cost is not available in the current budget, the change in policy necessitated this request. The need for Gift Fund money was not anticipated.

In response to Board questions, the following answers were provided.

- The Gift Fund account has approximately \$90,000 in it, of which \$40,000 is targeted for the bookmobile project, leaving \$50,000 available for use.
- RFID tags are small tags with microchips and antennae built inside that identify the item to which it is affixed.
- The tags will be retrofitted inside all current library materials.
- This project is in pre Phase I planning, so it's not been determined whether the library will close to perform the retrofitting.
- Mary Wood, the library's Systems IT Coordinator, is the staff member most familiar with the project and working closing with the vendor, Tech Logic.

There was no further discussion. The Board mutually agreed this is a very good project and use of funds in the Gift Fund account.

Deborah Blackman made a motion to approve payment of \$15,753.00 for RFID tags from the Gift Fund account. Melanie Boudreau made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

4. PUBLIC COMMENTS AND DISCUSSION [Discussion]

Charles Wolle asked for public comment. There being no public comment or discussion, public comment was closed.

12. ADJOURNMENT [Action]

There was no further action or discussion. The meeting adjourned at 10:13 a.m.

km



Tech Logic Corp.
 835 Hale Ave. N
 Oakdale, MN 55128
 Phone: 651-747-0492
 Fax: 651-747-0493
 www.tech-logic.com

Invoice

Date: 6/15/2016	Page: 1
Invoice Number: 15006856PP	

Remit to:
Tech Logic
835 Hale Ave. N
Oakdale, MN 55128

1.5% INTEREST PER MONTH AFTER 30 DAYS

Sold To: Douglas County Public Library
 1625 Library Lane
 PO Box 337
 Minden, NV 89423
Attn: Mary Wood

Ship To: 1625 Library Lane
 PO Box 337
 Minden, NV 89423
 USA
Attn: Mary Wood

Reference - P.O. No.	Customer No.	Order No.	Ship Via	Terms Code
	DOU002C		Ground Transport	NET30

Item No.	Description/Comments	Quantity	UOM	Unit Price	Amount
25016567	Book SLix Tag White Prepay order	121,000	TAG	0.128000	15,488.00
SHIPPING	Shipping Prepay order	1	EACH	265.000000	265.00
		<u>Due Date</u>	<u>Amount Due</u>	<u>Disc. Date</u>	<u>Disc. Amount</u>
		7/15/2016	15,753.00		0.00

Subtotal before taxes	15,753.00
Total taxes	0.00
Total amount	15,753.00
Payment received	0.00
Discount taken	0.00
Amount due (USD)	15,753.00