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APPROVED 2/23/2021
LIBRARY BOARD OF TRUSTEES MINUTES
February 4, 2021

ATTENDEES

Library Board Members: Chairperson Bonnie Rogers; Vice Chairperson Heather Martin Maier; Trustees Jill Harper, Kate Garrahan, Elizabeth Tattersall

Library Staff: Library Director Amy Dodson; Library Supervisors Julia Brown and Laura Treinen; Administrative Services Manager Veronica Hallam, Clerk to the Board

County Staff: Deputy District Attorney Cynthea Gregory

THE MEETING CONVENED AT 10:00 A.M.

1. PUBLIC COMMENTS.

Chairperson Bonnie Rogers asked for public comment. Veronica Hallam stated that she received two public comment emails yesterday before 4:00 p.m. and submitted them as supplemental material before this meeting and distributed to the trustees. She received one public comment email this morning and will submit that email as supplemental material after this meeting and distribute to the trustees.

There being no further public comment, public comment was closed.

2. APPROVAL OF PROPOSED AGENDA. [Action]

MOTION/VOTE:

Trustee Kate Garrahan made a motion to approve the agenda as presented. Vice Chairperson Heather Martin Maier made a second and the motion carried unanimously.

3. DISCUSSION AND POSSIBLE ACTION ON CONTINUING THE PHASED REOPENING PLAN IN RESPONSE TO THE COVID PANDEMIC, INCLUDING BUT NOT LIMITED TO, GOVERNOR'S EMERGENCY DIRECTIVES, IN-PERSON LIBRARY SERVICES, HOURS OF OPERATION, SAFETY MEASURES, CURBSIDE AND VIRTUAL SERVICES, AND BUILDING CLOSURES/OPENINGS. [Action]

MOTION/VOTE:

Vice Chairperson Martin Maier made a motion to vote to open the library for in person browsing hours beginning next Wednesday, February 8th, Monday thru Saturday from 10:00 a.m. to 4:00 p.m. Trustee Garrahan made a second.

Director Amy Dodson stated that the library needs more time to reopen and suggested Tuesday, February 16th because there are things to get ready to prepare for the reopening such as moving furniture and moving parts of the collection, adding to the display, and stepping up the sanitizing. She noted that the library needs to catch up on sanitizing items that have been in quarantine because she is going to shorten the length of time items stay in quarantine. Referring to the proposed service hours with the shortness of staff worksheet that was provided to the board as supplemental material, Amy indicated that with the three services or locations that the library has which is the library in Minden, the library at the lake and the bookmobile, the library cannot run those services concurrently because there isn't enough staff. She noted that the library is down by 20% of staff. She suggested the library have certain days that are open for browsing and certain days the library is not open for browsing so that all three service locations can be operational. She stated that she would like to keep curbside service hours the same because the community is accustomed to those hours and she doesn't suspect services to go down as there has been a large increase in curbside service. Trustee Tattersall agreed that she doesn't think curbside service will go down if the library were to open for browsing. Chairperson Rogers stated that she doesn't think having patrons in the library for browsing is an issue with the staff shortage because when people are in the library they are looking around for something they want and can still use self-checkout. If they need help they can go to the front desk. Director Dodson explained that not everyone likes to use the self-checkout and that patrons when they do need help come to the front desk to ask about their account, or putting items on hold and wanting items to be checked out so there is still a need for that front desk to be fully staffed with three people. The rest of the staff is answering phones and doing curbside service. She noted that the issue right now is with the shortness of staff and her proposal is based on that and the number of hours in a day. Trustee Elizabeth Tattersall stated that she does support some of the opening as the disease numbers are down and thinks it is reasonable to do a partial opening as opposed to a full opening at this time because of the staff shortage and the extra assignments staff has to undertake with sanitizing library jackets and keeping track of how many people are in the library. Trustee Jill Harper agreed with Trustee Tattersall and to be open in a modified version. Director Dodson noted that her reopening proposal is a phased proposal just like the state has classified everything in phases and down the road the library can open up more fully as things improve. Trustee Garrahan asked if with the staffing is it doable to have services for the bookmobile on Wednesday and Friday and the Minden library Tuesdays, Thursdays and Saturdays and Director Dodson answered that that is fine it just needs to be voted on. Chairperson Rogers asked if the Minden library can be open Monday, Wednesday and Friday and Director Dodson answered yes that is also doable. Director Dodson reiterated that the current motion is for the Minden library to be open Monday thru Friday, 10:00 a.m. to 4:00 p.m., the Tahoe library Tuesday and Thursday 10:00 a.m. to 4:00 p.m. and the bookmobile twice a week. Chairperson Rogers stated that when the board considers the reopening schedule they have to look at the calls from the commissioners and the large portion of the community, tax payers, who are angry that the library isn't open and that if the community doesn't have access to the library they will begin to think the library isn't essential. She stated that if the library doesn't begin to serve the community the library's budget will be a lot more difficult this year with the commissioners because they don't see why the library isn't open to serve the public. Trustee Garrahan stated that she agrees with

Bonnie that if the library doesn't start offering in person services people are going to say why does the community need a brick and mortar library and noted that the library is a very important piece to the community and needs to be open for the public to use the facility. Trustee Tattersall commented that the board is in agreement that the library should be open for browsing, just not in agreement with how many days a week the library should be open for browsing. She stated that she supports the library not being open 5 to 6 days a week for the Minden branch but 3 days a week for the Minden branch and that maybe in a month from now increase the amount of days the library is open. Vice Chairperson Martin Maier stated that being open just three days a week is too few. She will negotiate between three and six days a week but three days is not showing a robust service to the community. The community needs access to the full extent that the library can provide. She stated that she would be in agreement for Trustee Garrahan to amend the motion for the days the Minden branch is open to Monday, Tuesday, Thursday and Friday, the bookmobile in service Wednesday and Friday and the Tahoe branch open Tuesday and Thursday. Director Dodson requested that the board consider Tuesday, Wednesday, Thursday and Saturday for the Minden branch because those are the busiest days and Mondays are difficult with fewer staff and are usually lighter in service. The bookmobile and Tahoe branch services remain as amended.

AMENDMENT TO MOTION/VOTE:

Trustee Garrahan amends the motion to have Tuesday, Wednesday, Thursday and Saturday browsing hours at the Minden branch, Wednesday and Friday for the bookmobile and the Tahoe branch remains at Tuesday and Thursday starting February 11th. All were in favor and the motion carried unanimously.

CLOSING PUBLIC COMMENTS.

Chairperson Rogers asked if there was any public comment. Veronica stated that she had not received any public comment.

Direction Dodson stated as public comment that this will be on the agenda for the next regular board meeting which is on February 23rd, at which point the board can evaluate how things are going with these hours and possibly talk about opening more in the months ahead.

THE MEETING ADJOURNED AT 10:52 A.M.