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P:775.588.6411
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Douglas County Public Library Board of Trustees Meeting Notice and Agenda

May 19, 2021

The Douglas County Public Library Board of Trustees will meet at 10:00 a.m. on Tuesday, **May 25, 2021** in the Meeting Room of the Minden Library, 1625 Library Lane, Minden, NV. The meeting will be in-person and will not be simultaneously streamed via YouTube or Zoom®. Below is an agenda of all items scheduled for consideration.

Agenda

The Library Board encourages the respectful consideration of all views by members of the public. In order to ensure that every individual desiring to speak before the Library Board has the opportunity to express his or her opinion, it is requested that the audience refrain from disruptive behavior that may interrupt, interfere or prevent the speaker from commenting on items that are for possible action by the Library Board.

1. **Public comments. [No Action]**

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees. Public comment will not be taken on agenda discussion items because a public hearing is not legally required.

Public Comment is limited to five (5) minutes per speaker. 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 members of the public wish to comment on a specific agenda item scheduled for action, please make comments when the Library Board of Trustees considers that item and the item is opened for public comment.

2. For possible action. Discussion on approval of the 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. Discussion on approval of the minutes of the April 27, 2021 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.
 - a. For possible action. Approval of Gift fund claims
 - i. April 2021
 - ii. May 2021
5. For Possible Action. Discussion and review of Budget Performance Report summary and Gift Fund summary.
 - a. 4/30/2021
6. For Possible Action. Discussion and possible action on the Library's Long Range Plan. Discussion topics may include objectives of the planning process and next steps in the development of the plan.
7. For Possible Action. Discussion and possible action to adopt schedule of Board meeting dates, times and locations for July-November, 2021.
8. For Possible Action. Discussion and possible action on the proposed purchase of remote Book Locker(s) to provide better service and more options for the public to pick up library materials on hold. Discussion may include potential location(s) for Book Locker(s), and selection of a vendor.
9. For Possible Action. Discussion and possible action to approve grant applications for the following:
 - a. LSTA (Library Services and Technology Act) Evolving Needs Statewide Grant (State Library) for \$9,000
 - b. ALA COVID Library Relief Grant (American Library Assoc.) for \$40,000
10. For Possible Action. Discussion and possible approval, or approval with modifications, of revisions to update the Library policies or new policies, as listed below. Policy revisions are needed to accurately reflect current technology, facilities, and professional practices. The following policies will be reviewed and discussed:
 - a. Confidentiality of Library Records Policy
 - b. Reading History Retention Policy
 - c. Unattended Children Policy
 - d. Work Week & Holidays Policy
 - e. Weeding Policy
11. For Possible Action. Discussion and possible action on organizing a tour of the Minden Library for members of the Douglas County Board of County Commissioners.
12. For Discussion Only. Library Director's monthly report on library operations and statistical reports from staff.

13. Closing public comments.

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 has not already been taken.

14. For possible action. Adjournment.

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

Douglas County Library, Minden branch
Douglas County Historic Courthouse
Minden Post Office
Minden Inn
<http://douglascountynv.iqm2.com/>
<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:

Veronica Hallam, Administrative Services Manager
Douglas County Public Library
1625 Library Lane, Minden, NV 89423
775-782-9841
vhallam@douglas.lib.nv.us

Reasonable efforts will be made to assist and accommodate members of the public who are disabled and wish to attend the meeting. Please contact Veronica Hallam at 782-9841 before May 25, 2021 for arrangements.