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## Douglas County Public Library Board of Trustees SPECIAL MEETING Notice and Agenda

July 14, 2021

The Douglas County Public Library Board of Trustees will hold a special meeting at **10:30 a.m.** on **Tuesday, July 20, 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. All items **For Possible Action** will include a Public Comment period.

### 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. 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. Discussion on acknowledging the July 6, 2021, letter of resignation by Amy Dodson as the Douglas County Library Director, with an effective date of July 9, 2021.
4. For possible action. Discussion on a proposal by the University of Nevada, Reno Center for Economic Development (UCED) for strategic planning services, including updating the timeline for the master plan and approving a professional services contract and authorizing the Chair to sign all necessary documents.
5. For possible action. Discussion on filling the Library Director position, including but not limited to making an appointment to fill the vacated position pursuant to NRS 379.025, for an interim period, providing direction on the future selection process for an interim director, authorizing the Chair and Vice Chair to negotiate a professional services contract for an Interim Director with the assistance of Human Resources and the District Attorney's Office, or provide other direction deemed appropriate to fill the position.
6. For possible action. Discussion and update on the timeline, process, and status on recruiting and filling the following positions: Library Supervisor, 2 Library Technicians and Library Page.
7. For possible action. Discussion on approving purchase orders, not to exceed \$210,000 cumulative, for books, materials, cataloging, and processing throughout FY21-22 from the following library vendors: Baker and Taylor, Ingram, Midwest, Overdrive, Hoopla and Ebsco.
8. For possible action. Discussion on authorizing the Chair and Vice Chair to sign contracts up to \$10,000, and approve accounts payable, payroll and budget transfers/augments in accordance with Douglas County Financial Policies until the appointment of an interim or permanent library director.
9. For possible action. Discussion on the bookmobile schedule, including the process for notifying the public of scheduled or cancelled visits or planned stops.
10. For possible action. Discussion and update on the status of ongoing library projects by supervisors Veronica Hallam, Julia Brown, and Laura Treinen, projects include but are not limited to grants, summer reading, bookmobile, adult and juvenile programs, curbside delivery, supervisor schedules/contact information, and internal audit services.
11. 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.
12. 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, 1625 Library Lane, Minden NV,  
<https://library.douglascountynv.gov/>  
Douglas County website, <http://douglascountynv.iqm2.com/>  
State of Nevada website, <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](mailto: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 July 20, 2021 for arrangements.