

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  
F: 775.588.6464

P.O. Box 337 • Minden, NV 89423

library.douglascountynv.gov

January 29, 2021

## NOTICE

The Douglas County Public Library Board of Trustees will meet at **10:00 AM on Thursday, February 4, 2021**. Below is an agenda of all items scheduled for consideration.

Douglas County is actively monitoring and managing the COVID-19 level of risk in our community by closing public offices to minimize contact among individuals and to slow the spread of COVID-19. **The Library Board of Trustees will be conducting its meeting electronically to reduce social gatherings and interpersonal contact.** In adherence to Governor Sisolak's Declaration of Emergency and Directive 006 on public meetings, there will be no physical location designated for this meeting.

The public will be able to participate in the meeting by watching the livestream of the meeting. Members of the public may click on the following link to watch the livestream of the Library Board of Trustees meeting: <https://youtu.be/DVKthj4PNpM>

To offer public comment before the Board meeting, members of the public may submit public comments online using the Douglas County Public Library website ([https://library.douglascountynv.gov/contact\\_us](https://library.douglascountynv.gov/contact_us)) or by sending an email to [info@douglas.lib.nv.us](mailto:info@douglas.lib.nv.us). Written public comments may also be mailed to the Douglas County Library at Post Office Box 337, Minden, Nevada 89423.

**To make public comment during the Library Board meeting, the public must call 775-783-6024** and leave a voice message which will be played for the Library Board of Trustees and the public when public comment is announced. Although the public comment phone line can accommodate multiple incoming calls at once, if a member of the public should get a busy signal, please call back. Because of the possibility for a high volume of telephone calls, there could be an increased potential for technical difficulties. Citizens are therefore encouraged to submit their public comments in writing prior to the date and time of the Board meeting.

- When leaving a voice message, members of the public should begin their public comment by stating and spelling their full name and whether he or she favors, opposes or has no opinion on the agenda item under consideration. No more than one voice message/public comment per person will be played to the Library Board and public during each public comment period.
- Public comment is limited to three (3) minutes per speaker and will only occur at the beginning and end of the Board meeting. Public comment will not be taken on each agenda item during the meeting.

- If members of the public desire to comment on more than one agenda item and believe that their comments will exceed the three minutes offered at both the beginning and end of the Board meeting, they are encouraged to submit written public comments to supplement their verbal public comments.
- The Douglas County Library's Public Comment Phone Line 775-783-6024 will become available to take public comment at **10:00 AM** on the day of the meeting for opening Public Comment. When the Chairperson calls for opening public comment, the line will remain open for at least five minutes to allow members of the public to call or until the last caller has finished leaving a voice message on the County's Public Comment Phone Line. Once the Chairperson closes opening public comment, any voice messages received after that time will be considered closing public comment.
- The Douglas County Library's Public Comment Phone Line will remain open to allow for closing public comment to be recorded as the meeting progresses. When the Chairperson calls for closing public comment, the phone line will remain open for at least five minutes to allow members of the public to call or until the last caller has finished leaving a voice message on the Public Comment Phone Line.
- All written public comments that are received prior to 4:00 PM the day before the Library Board meeting will be compiled and will be added as supplemental material for the Library Trustees and the public to review. Please label the written correspondence as public comment to avoid any uncertainty.
- Any written public comment received after 4:00 PM the day before the meeting, or on the day of the Library Board meeting, will be compiled and added as supplemental material to the County's website and distributed to the Library Board of Trustees within 24 hours after the meeting. Please label the written correspondence as public comment to avoid any uncertainty.

Pursuant to Governor Sisolak's Declaration of Emergency, copies of the agenda will not be posted at any physical location. However, members of the public may request an electronic copy of the agenda or the supporting materials by contacting Veronica Hallam at [vhallam@douglas.lib.nv.us](mailto:vhallam@douglas.lib.nv.us). Electronic copies of the agenda and supporting materials are also available at the following websites:

- ❖ State of Nevada Public Notices website: <https://notice.nv.gov/>
- ❖ Douglas County Meeting website: <https://douglascountynv.iqm2.com/Citizens/Default.aspx>

## AGENDA

### Call Meeting to Order

1. Public comments. [No Action]

All written public comments that are received prior to 4:00 PM the day before the Library Board meeting will be compiled and will be added as supplemental material for the Library Trustees and the public to review prior to the meeting. To make public comment during the meeting, the public must call **775-783-6024** and leave a voice message which will be played for the Library Board of Trustees and the public.

Any written public comment received after 4:00 PM the day before the Library Board meeting will be compiled and added as supplemental materials to the County's website and distributed to the Library Board of Trustees within 24 hours after the meeting.

2. For Possible Action. Discussion on approval of proposed agenda. The Library Board of Trustees reserves the right to take items out of order, to combine two or more agenda items for consideration, and to remove items from the agenda at any time. All items designated "for possible action" shall include discussion by the Board of Trustees and they may take action to approve, modify, deny, take "no action," or continue the item.

3. For Possible Action. 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.

4. Closing 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. To make public comment during the meeting, the public must call **775-783-6024** and leave a voice message which will be played for the Library Board of Trustees and the public.

### Adjournment of Meeting

Supporting material for the meeting is available by request in writing, via US Mail or email. A request for copies of the agenda and supporting materials may be directed to:

Veronica Hallam, Administrative Services Manager  
Douglas County Public Library  
1625 Library Lane, Minden, NV 89423  
[vhallam@douglas.lib.nv.us](mailto:vhallam@douglas.lib.nv.us)

**Notice to Persons with Disabilities:** Members of the public who are disabled and require special assistance or accommodations are requested to notify Veronica Hallam at PO Box 337, Minden, Nevada 89423 or via email at [vhallam@douglas.lib.nv.us](mailto:vhallam@douglas.lib.nv.us) at least 24 hours in advance of the meeting.