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Douglas County Public Library Board of Trustees Meeting Notice and Agenda

January 19, 2022

The Douglas County Public Library Board of Trustees will meet at **10:00 a.m.** on **Tuesday, January 25, 2022** 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 election of Chair and Vice Chair of the Library Board of Trustees for 2022.
3. **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.
4. **For possible action.** Discussion on approval of the minutes of the November 23, 2021 regular meeting, the minutes of the December 14, 2021 special meeting and the minutes of the January 11, 2022 special meeting.

5. 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. November 2021
 - ii. December 2021
 - iii. January 2022
6. For possible action. Discussion and review of Budget Performance Report summary and Gift Fund summary.
 - a. 12/31/2021
7. For possible action. Discussion on the Finance budget calendar and the Library's Fiscal Year (FY) 22-23 tentative budget including:
 - a. Base budget
 - b. Supplemental requests
 - c. Capital Improvement Projects
8. For possible action. Discussion on the appointment of a Library Board of Trustees representative to work with Human Resources and CPS HR Consulting throughout the Library Director recruitment and hiring process.
9. For possible action. Discussion on recruitment for the Douglas County Library Director position, including authorizing Board Chair to sign and execute a contract with CPS HR Consulting for executive recruitment services and authorize the use of Library Gift Funds in an amount not to exceed \$25,000.00 for the contract.
10. For discussion only. Interim Library Director's monthly report on library operations and statistical reports from staff.
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, https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1
State of Nevada website, <https://notice.nv.gov>

Supporting materials are available at the Minden Library, 1625 Library Lane, Minden, NV or at the Douglas County website address listed above. 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 January 25, 2022 for arrangements.