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APPROVED 8/27/19
LIBRARY BOARD OF TRUSTEES MINUTES
Special Meeting, 11:00 a.m.
July 8, 2019

ATTENDEES

Library Board Members: Mark Jensen, Chairperson, Bonnie Rogers, Vice Chairperson, Trustees Charles Wolle and Kate Garrahan.

Absent: Lisa Foley, Trustee

Library Staff: Amy Dodson, Library Director, Linda Wilson, Library Supervisor, and Kathy Munson, Administrative Services Manager; Clerk to the Board.

County Staff: Cynthea Gregory, Deputy District Attorney

THE MEETING CONVENED AT 11:03 A.M.

1. PUBLIC COMMENTS.

Chairperson Mark Jensen asked for public comment. Hearing no public comment, public comment was closed.

2. APPROVAL OF PROPOSED AGENDA. [Action]

Chairperson Jensen asked for public comment. Hearing no public comment, public comment was closed.

MOTION/VOTE:

Trustee Kate Garrahan made a motion to approve the agenda as presented. Vice Chairperson Bonnie Rogers made a second and the motion carried unanimously

3. RESOLUTION ACKNOWLEDGING AND ACCEPTING THE DONATION OF BOOKMOBILE FROM DOUGLAS COUNTY PUBLIC LIBRARY FOUNDATION, RESOLUTION NUMBER 2019R-001. [Action]

Chairperson Jensen asked for public comment. Hearing no public comment, public comment was closed.

Director Amy Dodson informed the Board that the Library Foundation spent four (4) years fundraising. The plan has been to donate the bookmobile to the library and the county upon

delivery. By accepting the donation, the Library Board will be making the bookmobile county property. Board of County Commissioners' (BOCC) approval is not required since the Nevada Revised Statutes states that the Library Board can own property.

Deputy District Attorney Cynthea Gregory introduced herself for the record. She clarified that the donation is to the county and for use by the library.

Director Dodson indicated she had the resolution document of official acceptance for the Trustees to sign.

MOTION/VOTE:

Trustee Charles Wolle made a motion that the Library Board of Trustees accept the bookmobile donation from the Douglas County Public Library Foundation. Trustee Garrahan made a second and the motion carried unanimously.

4. DISCUSSION TO APPROVE EARLY CLOSURE OF LIBRARIES FOR BOOKMOBILE GRAND OPENING EVENT, TENTATIVELY PLANNED FOR AUGUST 9, WHICH WOULD ALLOW LIBRARY STAFF TO WORK AT THE EVENT. [Action]

Director Dodson indicated the grand opening event is planned to be at Heritage Park on August 9, 2019. This date and location coincides with the Town of Gardnerville's Movies in the Park event, which is a Friday evening. Large crowds attend movie night, which one of the reasons we planned the grand opening at that event and that location.

The early closure is needed to allow enough time for staff to get to Heritage Park, set up, and be part of the event. It would facilitate our schedule greatly if we could close both libraries at 3 p.m.

Chairperson Jensen asked for public comment. Hearing no public comment, public comment was closed.

Board comments/questions:

- Time the movie starts.
- Staff overtime factors; all staff to attend?
- Planned activities; staff schedule.
- Closure for Minden library or both libraries?

Director Dodson comments/responses:

- Movie event starts at 8:00.
- The bookmobile grand opening would start at 6 p.m. Staff needs to be there early to set up.
- There will no overtime for staff provided the Minden and Zephyr Cove libraries can close early. Staff would take a break from 3-5 p.m. and report to the grand opening location at 5 p.m. and work until 8 p.m.

- Bookmobile open house will be conducted, tours given, materials handed out to event attendees and staff to interface with the public about the bookmobile - routes, programs and materials.

Chairperson Jensen asked if there further questions or comments. Hearing none, he called for a motion.

MOTION/VOTE:

Vice Chairperson Rogers made a motion to approve early closure of both libraries for all staff to attend and work the bookmobile grand opening event. Trustee Garrahan made a second and the motion carried unanimously.

5. DISCUSSION TO APPROVE EXPENDITURE OF \$12,845 FROM THE LIBRARY GIFT FUND FOR BOOKMOBILE PARKING AND CHARGING STATION, TO BE PARTIALLY OR COMPLETELY REIMBURSED BY THE LIBRARY FOUNDATION. [Action]

Director Dodson advised the Board that a parking location, a concrete pad, was constructed for the bookmobile. It is behind the library and includes a charging pedestal. It was constructed at the end of the HVAC project.

The Library Foundation has expressed their desire to pay the cost of \$12,845, though they may approach the Friends of the Library for financial help. Director Dodson's proposal was to pay for the cost from the Gift Fund account and obtain reimbursement from the Library Foundation later.

Chairperson Jensen asked for public comment. Hearing no public comment, public comment was closed.

MOTION/VOTE:

Vice Chairperson Rogers felt the Trustees should approve this request, and made a motion to use funds from the Gift Fund account to pay for the bookmobile parking and charging station invoice in the amount of \$12,845. Trustee Garrahan made a second and the motion carried unanimously.

Director Dodson noted that when the Library Foundation meets next, they will look at their checking account balance and determine how they will reimburse the funds to the Gift Fund account.

6. CLOSING PUBLIC COMMENTS.

Chairperson Jensen asked for public comment. Hearing no public comment, public comment was closed.

7. ADJOURNMENT.

There was no further action or discussion. The meeting adjourned at 11:13 a.m.

**Douglas County Public Library
Board of Trustees
Resolution Number 2019R-001**



**A RESOLUTION ACKNOWLEDGING AND ACCEPTING THE DONATION OF BOOKMOBILE FROM
DOUGLAS COUNTY PUBLIC LIBRARY FOUNDATION**

WHEREAS, the Douglas County Public Library Foundation began a fundraising campaign and formed a partnership with the Minden Rotary Club in 2015 to purchase a bookmobile that would provide mobile library services to the residents of Douglas County; and

WHEREAS, the Douglas County Public Library Foundation purchased a 2018 Ford Customized Stepvan Bookmobile from Farber Specialty Vehicles in Ohio, which was delivered on June 13, 2019, Vehicle Identification Number 1F66F5KY1J0A10954 (hereafter "Bookmobile"); and

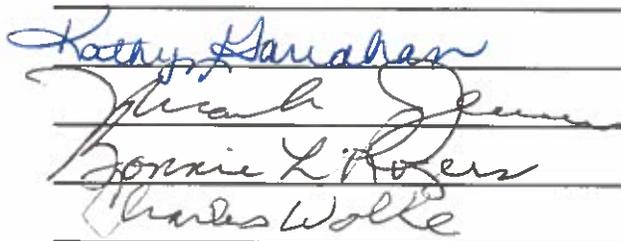
WHEREAS, the Douglas County Public Library Foundation desires to donate and gift the Bookmobile, "as is", to Douglas County for the beneficial use of the Douglas County Library and its patrons; and

WHEREAS, the Douglas County Library Board of Trustees is authorized pursuant to N.R.S. 379.025(j) to acquire and hold real and personal property gifted to the library; and

NOW, THEREFORE, BE IT RESOLVED, that the Douglas County Library Board of Trustees pursuant to its statutory powers hereby graciously and thankfully on behalf of Douglas County accepts the Douglas County Public Library Foundation's generous gift of the Bookmobile for the Douglas County Public Library's use, and accepts the Bookmobile as personal property and asset of Douglas County.

ADOPTED this 8th day of July 2019 by the following vote:

AYES:

Four handwritten signatures in blue ink are written over horizontal lines. From top to bottom, the signatures appear to be: Kelly Garrahan, Mark Jensen, Bonnie L. Rogers, and Charles Wolle.

Trustees

Lisa Foley

Kate Garrahan

Mark Jensen

Bonnie Rogers

Charles Wolle

NAYS:

Trustees

Lisa Foley

Kate Garrahan

Mark Jensen

Bonnie Rogers

Charles Wolle



Mark Jensen, Chairperson
Douglas County Library Board of Trustees

ATTEST:



Clerk to the Board of Trustees
Kathy Munson, Administrative Services Manager