



**LYON COUNTY  
LIBRARY SYSTEM  
20 Nevin Way  
Yerington, Nevada 89447**

**Phone: (775) 463-6645 Fax: (775) 463-6646**

**Amy Geddes  
Library Director  
Branches:  
Dayton Valley  
Fernley  
Smith Valley  
Silver Stage  
Yerington**

**BOARD OF TRUSTEES OF LYON COUNTY LIBRARY SYSTEM  
9AM**

**Tuesday, April 23, 2019  
Yerington Branch Library  
20 Nevin Way  
Yerington, NV 89447  
775-463-6645**

**MEETING MINUTES**

- The meeting was called to order at 9:02AM by Chairperson Audrey Allan.
1. Roll call/Determination of Quorum-Board Members Present: Patricia Swain, Mandy Bennett, Joseph Maino, Antonia Roots (joined the meeting at 9:05AM) and Audrey Allan. Quorum established. Others present: Wes Allan and Doug Bennett.
  2. Pledge of Allegiance led by Pat Swain.
  3. Public Comment: None
  4. Mandy Bennett moved to adopt meeting agenda Joseph Maino seconded. Agenda was adopted by unanimous vote.
  5. Director's Report:
    - Virtual Reality report- VR (and Ken) went to YHS on March 14<sup>th</sup> for Senior Success day. It was a hit. Ken found a gentleman to put straps onto the cart so that it can travel. Regular programming starts on April 1 in Yerington. Schedule for the branches is  
April- Yerington  
May- Dayton  
June-Fernley  
July-Silver Springs  
August- SmithAntonia described her experience in VR when she tried it so that the group could better understand the concept. We discussed the logistics of the travel of the machine and how to handle staffing for the one person libraries. Antonia recommended that we create a one page help sheet for staff to help them set up. Joseph recommended color coding of the cords. The release of Liability form has been approved by Steve Rye, our Lyon County DA, so we are good to go. Minimum age is 13 years.

- On Sunday and Monday, March 3&4, the director participated in the Strategic Planning workshop for the Nevada Library Cooperative. Our consultant, Ruth Metz, went over her progress thus far and the group brainstormed and tried to mould the final product. Mandy will be at the final strategic coop meeting on April 9<sup>th</sup> in Dayton to represent the board.
  - On March 6<sup>th</sup> the director participated in “Libraries in the Lobby” and went to capitol hill in order to help inform our legislature. She will also be attending the April 10<sup>th</sup> legislative activities as well as going to the March 28<sup>th</sup> Legislative Reception. There have been 2 bills that the director has given her opinion on and is watching; both of them involve the legislature making decisions on school libraries.
  - Budget update- Our budget meeting with Josh was February 28<sup>th</sup> at 11AM. Our budget will not include any of the capital funds for the Fernley fixtures due to the postponement of that remodel. However, facilities did ask for \$75,000 for plans to be drawn up for an expansion- plans will be drawn in FY 2019-2020 in preparation for the remodel the following year. As far as I know, Yerington Branch “refresh” will happen in the coming fiscal year as scheduled. Antonia asked about volunteers for the branches. Paperwork is still being revised by personnel.
  - Complaint (in the packet page 15) director described the book and its attributes. Director spoke, in person, to the customer and recommended some alternate choices for her.
6. Review and acceptance of Claims for February 2019. Motion to approve claims by Joseph Maino second by Mandy Bennett. Unanimously approved.
  7. Review and approve minutes for 2-26-2019 meeting. Item tabled until next meeting. Director attached the wrong item to the packet.  
We had a discussion about the new form for purchase requests and the process we will use to approve or reject items/requests. All formal requests will come to the board first and be listed in new business.
  8. Friends of the Library reports- Pat Swain reported on the success of the St. Paddy’s day party- we had to turn people away from the door for the event. The draft beer was very popular. Antonia asked about the type library friends events. The answer is that it depends on the Friend group and what the event atmosphere is- they sometimes even get a permit from the county when they serve alcohol. Joseph reported that the City of Fernley donated some great stuff to the library, computer tables/chairs & smart board/projector. Amy reported that Judy Harker’s appointment to the Joint Advisory Board will be heard at the April 4<sup>th</sup> BOCC meeting.
  9. Board of trustee comments: None

10. a. Proposal to accept a \$2500 grant from the Friends of the Smith Valley Library to fund a part time student library aide for FY 2018-2019. Motion to approve proposal by Audrey Allan second by Pat Swain. Unanimously approved.
  - b. Present an application received from Judy Harker to fill a vacancy for the community representative on the Joint Library Advisory Council. This application will go to the BOCC (in lieu of Smith Advisory Council) on April 4<sup>th</sup> for approval.
  - c. Review and approval of the Release of Liability Form for our new Virtual Reality Experience. Form has been reviewed and approved by the DA. Questions were answered about the form and its use. We decided that the form would be reviewed for each prior user each time the machine is rotated to the branches. Motion to approve form by Mandy Bennett second by Antonia Roots. Unanimously approved.
  - d. Discussion and approval of Funding Request Form created to review monetary request from library branches. Small change recommended to the form where it asks about financial support. Antonia will make the change and forward to the director. Motion to approve form by Joseph Maino second by Patricia Swain. Unanimously approved.
11. Public participation: none
  12. Board of Trustees' Training/Workshops comments and other Board Member Comments: Next meeting will be in Silver Springs on April 23, 2019 at 9AM.
  13. Adjourned at 10:11AM