



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

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

**BOARD OF TRUSTEES OF LYON COUNTY LIBRARY SYSTEM
MEETING
9:30AM**

**Tuesday, July 26, 2022
575 Silver Lace Blvd.
Fernley, NV 89408
And Videoconference via Zoom**

MEETING MINUTES

- The meeting was called to order at 9:30AM by Chairperson Dana Uhlhorn.
1. Roll call/Determination of Quorum-Board Members Present: Dana Uhlhorn & Terri Davis via Zoom, Mandy Bennett in person. Also present Amy Geddes in person and Darby Porter via Zoom. Peggy Quigg joined the meeting via Zoom at 9:33
 2. Pledge of Allegiance: Led by Dana Uhlhorn.
 3. Public Participation: None
 4. Review and adopt agenda: Terri Davis moved to adopt the agenda. Mandy Bennett seconded. Unanimously approved. (Peggy Quigg was not included in this vote. She arrived right after the vote.
 5. Review and accept claims:
 - 5a. Review and accept claims for the 7-26-2022 Library Board meeting. Dana asked what the Nevada Library Coop was; we had two bills from them this month. Amy explained that the larger bill was for Polaris and the smaller bill was mostly for Ebooks and other digital accessories. She also explained that there were two summaries one for this fiscal year and last fiscal year. Mandy Bennett moved to approve the claims for 7-26-2022. Terri Davis seconded. Unanimously approved.
 6. Review and approve minutes
 - 6a. Review and approve minutes from the 6-28-2022 meeting. Mandy Bennett moved to approve the minutes for 6-28-2022. Peggy Quigg seconded. Unanimously approved.
 7. Director's Report:
 - 7a.
 - I installed the mobile printing capabilities this month in 4 branches. We will be rolling out this service as soon as I can train staff. All but Yerington has this installed and I need to wait on their new computers (due to arrive mid-

September due to supply chain issues but I got a shipping notice this week) before I can make it work for them. I installed Fernley and Silver Springs on June 30, Dayton on July 11 and Smith on July 14. This service utilizes the app "PrinterOn" and enables people to print from their devices directly to our print stations.

- Covered Smith several days in the past month so that Darby could get moved into her new home, at the same time I was moving out of mine! I spent July 7, 12, 14, 15. And JenN covered Smith on July 9.
 - Covered Yerington on July 8 & 9.
 - Attended the Summer Reading Program in Silver Springs on July 14 and then made a quick run to Dayton before covering Smith 3-6PM.
 - Attended the Dayton FOL meeting on July 19 as well as the Nevada Library Cooperative RFP review meeting to sell a block of IP addresses. RFP is the state process for going out to bid for processes, since the State Library is the Coop's fiscal agent we have a committee to research the companies that put in a bid.
 - July 20 went to Fernley for computer issues, then to Silver Spring FOL meeting then back to Yerington to work on Library Board meeting agenda that I almost forgot!
 - Attended the commissioners meetings on July 7 and 21
 - Picked up the bus in Silver Springs at 4PM on July 22nd for the Smith Garden Tour on July 23. I was the bus driver for the event because only a county employee can drive the bus.
 - The Yerington Library has been undergoing reroofing. We had to close a couple of days to accommodate the construction process.
 - Our budget ending the year looks overspent \$6268.64 but that was grant money so we should be right on target. We started the new fiscal year on July 1.
 - Big focus is on cross-training staff to parcel out my tasks.
 - Total stats for the year we served 113,740 people
8. Friends of the Library Reports and comments: Mandy reported that the star gazing event was well attended, probably around 35 people. They got to see the international space station.
 9. Board of Trustee comments: Dana reported that the bus we had our eye on for the bookmobile has sold. We are still going to keep looking into options; we will need to staff the vehicle and that is what we are having issues with. Last year we managed to have our PT library assistant in Fernley to FT. This year we got the library assistant in Smith promoted to a library branch manager, but did not get to increase her hours. We are interviewing for our vacancy tomorrow.

10. Review and approve a list of new policies that the library should create in order to update or replace the current the library policy manual. Amy presented a list of possible policies. Our old policy book was adopted in 2013 but we will not be using the old policies. Also included in the packet is the current policies that we have completed in the last 8 years. Short discussion on the circulation policy as an example. The plan is to bring to next month to bring several new policies for approval according to the board's appetite. Circulation, internet use, collection development will be next months review.
11. Public Participation: None
12. Set date, time and place of next meeting- it will be August 23, 9:30AM at the Silver Springs Library.
13. Adjourned at 10:08AM