



**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
9AM**

**Tuesday, January 19, 2021
20 Nevin Way
Yerington, NV 89447
and
Videoconference via Zoom**

MEETING MINUTES

- The meeting was called to order at 9:00AM by Chairperson Audrey Allan.
1. Roll call/Determination of Quorum-Board Members Present: Mandy Bennett and Amy Geddes in person. Audrey Allan, Aaron Mouritsen & Pat Swain joined us via Zoom. Others present: Fred Steinmann of UNR
 2. Pledge of Allegiance led by Aaron Mouritsen.
 3. Public Participation: None
 4. Review and adopt agenda: Aaron Mouritsen made a motion to approve the agenda. Mandy Bennett seconded. Unanimously approved.
 5. New Business
 - 5a. Lyon County Library System Strategic Plan Annual Update No. 2 with Fred Steinmann. Fred reviewed the technical report for our November virtual strategic planning meeting. Original strategic plan completed in 2018, we have an annual review each year to see if we are on track and make adjustments where needed. Covid prevented an in person meeting this year, so in November we finally decided to have a virtual update meeting. Covered items were core values (no changes), mission statement (no changes), vision statement (no changes). In person training and programming for public has been a challenge during Covid. In particular staff is looking forward to developing our workforce development goal after pandemic restrictions are lifted. The goals remained the same but we reordered them based on our current situation. Progress has been made on most of our goals, the staff wants to continue focusing on training. We had a discussion about pandemic stress, morale issues, and burnout. The need for increasing staff hours from PT to FT remains important for long term planning. Significant progress has been made on our top goals in the last 2 years. Discussed having sub-goals for each of the branches. All branches remain committed to serving their unique communities; Lyon County is now the 3rd largest populated county in the state. Autonomy of each branch to serve community remains important. Primary strength is staff, they are very committed and dedicated. Primary weakness is the stress on staff. Staff relayed that it is difficult to continue to work in crisis mode.

Funding and budgetary issues are a continued concern. Marketing was a strong discussion topic as well as a weakness, we need to do a better job of promoting our services. Opportunities moving forward- population increase in the county & new development. Focused discussion on what we will do in the next 12 months, most of it was Covid related, i.e. response and stress related to the pandemic. Fred offered to have a session to discuss how Covid lessons have impacted us and how they will change the system long term. Fred logged off of the meeting after his presentation at approximately 9:38AM.

5b. Review and approve the Lyon County Library Wi-Fi Hotspot Policy
Director read the policy out loud for the board. A couple of minor changes were suggested and implemented. Aaron is an assistant DA for Lyon County and gave the ok on the document. Mandy asked how we police the use of the devices, i.e. content and the answer is that we do not. Aaron said that it is possible, that if someone mis-uses the device that the library could get a cease and desist letter based on the IP address. Aaron Mouritsen made a motion to approve the Lyon County Library Wi-Fi Hotspot Policy with noted changes, Mandy Bennett seconded. Unanimously approved.

6. Review and accept claims

6a. Review and accept claims for 1-19-2021 meeting. Mandy asked what CSG was, it is our hotspot provider. Mandy Bennett made a motion to accept the claims from 1-19-2021. Aaron Mouritsen seconded. Unanimously approved.

7. Review and approve minutes

7a. Review and approve minutes from the 12-18-2020 meeting. Aaron Mouritsen made a motion to approve the minutes from 12-18-2020. Mandy Bennett seconded. Unanimously approved.

8. Director's report for 1-19-2021

- Thriftbooks check issued 12/18/2020 \$980.92
- Online zoom Christmas party 12/23/2020 with Amy, Lynn, Wynne and Ramona
- Covered Fernley 1/2/2021 for vacations
- Attended zoom Smith Valley FOL meeting 1/8/2021- news Sherry will be out for more than a month with a medical issue, Dana Fenili-Doll is filling in and doing a great job in Smith until Sherry returns.
- Renee and JenNifer attended the MVFOL meeting 1/8/2021- one of the FOL members that was at the meeting came down with Covid, but no staff or other members came down with it from the meeting.
- Dayton Valley FOL meeting 1/19/2021- this meeting was cancelled.
- Lists- all branches have received some clean up lists in the last month. We are cleaning up the old expired patrons, old fines, non-circulating book titles, lost items, missing items etc. Amy had an online meeting with the Humbolt director on how to do inventory in Polaris.
- Attending the NNDA State of the Counties lecture online on 1/27/2021
- Attending the Vision 2021 NV Economic Forecast 1/22/2021 online
- Thriftbooks shipment going out on 1/21/2021

- Mandy had a budget report question- several items are at 100% she wanted to know how we are overall. We are at 53% spent overall, so we are on track to come in right where we should. Some of the benefit lines are already over, but that is not something that we can control. There will be an increase in our supply budget at the next BOCC meeting. Aaron Mouritsen had to leave the meeting at 10AM. We are not projected to go over on any budget items.
9. Friends of the Library Reports and comments: No FOL present, no reports given.
 10. Public Participation: None
 11. Set date, time and place of the next meeting. Next meeting date will be in Yerington and via Zoom on February 23, 2021 at 9AM.
 12. Board of Trustee comments: None
 13. Adjourned at 10:08AM