



**LYON COUNTY  
LIBRARY SYSTEM  
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**Amy Geddes  
Library Director  
Branches:  
Dayton Valley  
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**BOARD OF TRUSTEES OF LYON COUNTY LIBRARY SYSTEM  
9AM**

**Tuesday, June 23, 2020  
Videoconference via Zoom**

**MEETING MINUTES**

- The meeting was called to order at 9:04AM by Chairperson Audrey Allan.
1. Roll call/Determination of Quorum-Board Members Present: Mandy Bennett, Audrey Allan, & Patricia Swain joined us via teleconference. Quorum established. Aaron Mouritsen absent. Others present: Amy Geddes
  2. Pledge of Allegiance led by Audrey Allan.
  3. Public Comment: None
  4. Review and adopt agenda: Mandy Bennett made a motion to approve. Pat Swain seconded. Unanimously approved.
  5. Correspondance: Amy read into the record a letter from a young lady named Alex.
  6. Director's report:
    - 6.a. Director's report for 6-23-2020
      1. June 9th we opened to the public again with the Covid-19 reopening plan that was approved by the board.
      2. Sneeze guards installed on June 16th by facilities
      3. Director did rounds on June 11th to cover for staff vacation
      4. Set tentative date for annual review of the Strategic plan for July 20th. Postponed due to unavailability of Fred Steinmann due to Covid-19
  7. Review and acceptance of Claims:
    - 7a. Question about reimbursement from county for PPE supply costs, Amy is unsure about this at this time. Pat Swain made a motion to approve the 6-23-2020 claims. Mandy Bennett seconded. Unanimously approved.
  8.
    - 8a. Review and approve minutes for 5-29-2020 meeting. Mandy Bennett moved to adopt the minutes as written. Seconded by Audrey Allan. Unanimously approved.
    - 8b. Review and approve minutes for 6-5-2020 meeting. Pat Swain moved to adopt the minutes as written. Seconded by Mandy Bennett. Unanimously approved.
  9. Friends of the Library reports-Smith Valley FOL met in Judith Harker's garage in May, Fun Days will be a book giveaway instead of sale and we will just ask for donations.

10. Board of Trustee Comments- Audrey asked about the foundation, director responded that the last meeting was early March. We have everything fairly planned for the October fundraiser. Amy will be touching base with Vida Keller, foundation president, about this soon.

11. New Business

11a. For Possible Action: Review and approve the new study room policy and sign in sheet. . Pat Swain moved to adopt the library study room use guidelines with the addition of a date revised line. Seconded by Mandy Bennett.

Unanimously approved.

11b. For Possible Action: Review and approve the Lyon County Library Patron Application (in Spanish and English). Pat Swain moved to adopt the new patron library card applications in Spanish and English as written. Seconded by Mandy Bennett. Unanimously approved.

11c. For Possible Action: Discuss and decide on the possibility of continuing to use Zoom for some of the future meetings after the pandemic. This will use the overall county decision as a guide. Discussion was about how this could save travel monies. We should have in-person attendees when we have presentations or elections. Board members agreed that they should be in attendance in person if the meeting is in their home town. Audrey requested a hard packet be sent if there is a zoom meeting; director said that she could email the packet to their local branch to be printed by staff for board members to pick up. Elections are due to occur in July 2020 so we will endeavor to have that meeting in person. Audrey will review the by-laws to see if they need to be updated to reflect this. Motion made by Pat Swain to continue to allow the use of zoom online utility for future meetings in order to take advantage of the flexibility and cost savings; there is an added expectation that board members attend in person when the meeting is in their hometown or when there are presentations or elections. Second by Mandy Bennett. Unanimously approved.

11d. For information only: discuss the upcoming FY 2020-2021 final approved library budget. The board wanted to see how our funding would change for the next fiscal year. Pat asked about the hiring freeze. Director responded that there are no new positions and no people will be replaced if they leave. Mandy asked about supplies lines, director responded that the duplicates are where our grant monies show up.

12. Public Participation: None

13. Next scheduled meeting in Dayton on July 28 at 9AM (contingent upon Covid-19 required measures). It was decided that if we couldn't meet in person in July, we will postpone elections until August and the July meeting will be via Zoom  
Adjourned at 9:44AM