

Beatty Library Meeting Minutes

Beatty Library

400 N. 4th Street, Beatty, NV 89003

Tuesday January 9, 2024

2:00 pm

Charlie Lix, Chair; Frank Suchy, Vice Chair; Diane Pierce, Secretary; Carol Stephens, Treasurer; Stephanie Beacham, Trustee

BEATTY LIBRARY BOARD MINUTES

Call to Order at 2:07 pm.

- 1. Roll Call–** Charlie Lix, Chair; Frank Suchy, Vice Chair; Secretary; Carol Stephens, Treasurer; Trustee; Diane Pierce, Trustee; Laurel Hickinbotham, Library Assistant; David George, Library Assistant. Michelle Nelson, Nye County District Attorney's office; Patti Butler transcriber; LaDonna Scheiber, Beatty Graphics; Talon Tolleson, Computer Tech.
- 2. General Public Comment –** None
- 3. Approval of the Agenda for January 9, 2023 –** Approved
- 4. Trustee Comments –** None
- 5. Action, Discussion, Deliberation to approve or amend and approve the minutes from November 14, 2023. No Public comment. Motion made by Diane, 2nd by Frank. 4 yea and one absent.**
- 6. For Action, Discussion, Deliberation to approve or amend and approve the December 12, 2023 Meeting Minutes – No Public Comment. Motion to approve made by Diane 2nd by Frank. 4 yea 1 absent.**
- 7. Presentation: Library Director's Report regarding library activity for December 2023–** David gave the collections and petty cash report. We collected \$111.00 in December. He contacted the county because the petty cash checks could not be cashed because they were made out in Sharon's name. He was told the invoices had to be resubmitted so the check could be made out to Charlie Lix for cashing.
- 8. Possible Action – Discussion, deliberation regarding Library expenditures including payment of bills, petty cash report, collections report, expenditures and revenues.** David circulated the bills for signature. Laurel commented that she was waiting until after the holidays to purchase more holiday decorations for next year, our current decorations are looking pretty sad. No Other Public Comment.
- 9. For Possible Action – Discussion, Deliberation regarding approval & financing of services of LaDonna Scheiber to create and maintain a Beatty Library District Website.** LaDonna explained what she will need from us to create a website. She spoke to the State Library board for the password to be able to embed the catalog on the website. She can also link the catalog. Michelle

asked whether the library has a current website as posted as beattylibrarydistrict.org. Since we do not have a functioning website but it is posted, she will have to look into the NRS regarding the posting. There was discussion regarding the ability to pay for the initial website creation. Patti said the money can come from the gift money left to the library by Shirley Hardin. Charlie explained there are several things in the budget that were not accounted for when the budget was created but must be paid this FY (mandatory minimum wage raises). Patti explained money can be moved between accounts. Patti also asked Michelle if there was something that can be done so the money stays within the library and it doesn't get put into the general budget at the end of each FY and then have to be brought back to the library budget. Michelle suggested asking the county comptroller. Michelle asked LaDonna if the agenda can be added to the website each month. LaDonna said yes and explained how it would work. **Diane made a motion to approve the services of LaDonna Scheiber as Webmaster to create and maintain the Beatty Library District Website. 2nd by Frank. No Public comment. 4 yea 1 absent.**

10. Continuation from December 12, 2023 Meeting regarding updated of steam cleaning Library carpeting – Frank reported he had the equipment and he will have the carpets cleaned by the next meeting.

11. Action, Discussion, Deliberation regarding the updating the computer services, including maintenance service agreement with TalonGT Services - Charlie spoke with Talon regarding his not being here very often, Talon said he doesn't like to be here during working hours due to the drama. Her comes in the when the library is closed to do his work. Charlie asked for the master password, which Talon will find and provide. Charlie also asked if Talon can provide the passwords for Sharon's computer. Dave explained there is a lot of correspondence that Dave and Laurel are not getting because they are in Sharon's emails on the library computer. Talon explained we will have to get that information from Sharon. It is not something he can do. Laurel asked how often Talon comes in, he said he comes in at least once a month. He lives in Hurricane, UT and can also work remotely to correct of our maintenance issues. There are 5 computers that are no longer viable and cannot be upgraded anymore. Charlie asked if Talon can move the computers around because the public doesn't use more than 3 at a time. We can keep the catalog computer as is. David's computer needs to be changed out also. Patti explained David's computer has the county VPN and the Eden program and the county can come down and install the VPN and Eden. Talon will remove the computers that are not being used by the public and bring in the new ones for the county to make the transfer on. Talon will replace the 2 computers that are not upgradable in the office, leave the catalog computer and we will lose the ones for the public that are not upgradable. He will bring the laptop back to factory specs and we can sell it.

12. Continued from December 23, 2023 for Action, Discussion, Deliberation to renegotiate TalonGT Computer Services contract – Talon prefers to work in person and he comes in at least once a month. He does not really like to work remotely and leave the "backdoor" open. Laurel asked what Talon's procedures were, he explained that he cleans the computers and deletes things that are left running in the background. He has software that tunes the network, antivirus and malware software that he runs monthly. He checks hardware, runs diagnostics and changes out what needs changing. Mostly, keyboards and mouses. Laurel asked if the contract that was negotiated in 1023 is still alright. Charlie asked Michelle if we needed a new

contract, Michelle said there isn't any time limit on the contract and there isn't any motion necessary to continue the current contract. There was conversation regarding the printer in the back office and it's shot, and should be trashed. Carol suggested someone call the other company we were talking to and let them know. No public comment.

- 13. Action, Discussion, Deliberation whether to ratify the Board Chair's selection of David George as interim Library Director – Carol made the motion to ratify the Board Chair's selection of David George as interim Library Director. 2nd by Frank No Public comment 4yea 1 absent.**
- 14. Possible Action – discussion, deliberation to set compensation for Interim Library Director and set start date.** Charlie suggested keeping David at the same rate he is currently. Diane said David should start now, and not knowing how long the interim will last, she thinks he deserves some compensation for the job but we should wait to decide if it will be at Sharon's rate of pay. Charlie asked David if he could wait for a raise. Patti said she had the Expense report and the salary budgeted amount. She said there is money in the budget to compensate David. But she suggested that we split the difference between what he is making now and what Sharon's wage is. If Sharon comes back than his wage goes back to his current amount. If the start date is yesterday it was the beginning of the pay period. David was asked if he would do it and he accepted the job at an interim rate of \$19.50/hr. Carol made the motion to start David at \$19.50/hr. to start yesterday, January 8, 2023. Diane 2nd. 4 Yea 1 absent.
- 15. Possible Action – discussion & deliberation regarding updates on the status of the PinkHouse, including maintenance & repairs.** Frank reported, the repairs of jacking up the house and leveling and roof repair is ongoing.
- 16. Presentation – Results of the Christmas Coloring Contest –** Laurel reported the Contest went very smoothly we had 13 contestants she would like to do it again next year. She also spoke with Amanda Swisegood with the Lions Club and Amanda said to let them know next year and the Lions Club may help with the prize money. Laurel also reported on the upcoming Bring Your Child to the Library day. We also do a Valentine's Day craft and storytime activity.
- 17. Discussion/Direction Regarding Future Meetings Set time & Date –** Charlie said we needed to have on the next board meeting agenda, for action, discussion, deliberation regarding contract and funding for LaDonna Scheiber Beatty Graphics. Penny Kniffen said she wanted to do the Bring Your Child to the Library and Valentine's Day activities all in the same week. Laurel said it would be the week before Valentine's Day. Next Meeting set for - Tuesday, February 13, 2024 at 2:00pm.
- 18. Public Comment – None**
Motion to Adjourn: By Frank, 2nd by Diane at 3:35pm - Approved.

Respectfully Submitted – Patti Butler