

DEL NORTE COUNTY LIBRARY DISTRICT

**Notice of Regular Board Meeting**

**Date: November 13, 2023**

**Time: 5:15 pm**

**Place: 190 Price Mall, Crescent City CA 95531**

**(707) 464-9793**

**ZoomLink:** <https://us06web.zoom.us/j/83755553107?pwd=jppzxqXEpAeUxPoxVLbzlDHWnNafog.1>

Meeting ID: 837 5555 3107

Passcode: 864846

**Public Comment: ANY MEMBER OF THE AUDIENCE MAY ADDRESS THE BOARD ON ANY MATTER EITHER ON OR OFF THE AGENDA THAT IS WITHIN THE BOARD'S JURISDICTION. Public comment on items of interest to the public, within the subject matter jurisdiction of the committee and not otherwise appearing on the agenda are accepted. Note, however, that the Library Board is not able to undertake extended discussion or act on non-agenized items. Such items can be referred to staff for appropriate action, which may include placement on a future agenda. If you intend to address a subject that is on the Agenda, please hold your comments regarding that item until we announce it so that we may properly address all comments on that subject at the same time. After receiving recognition from the Chair, please state your name and city or county of residency for the record. Speakers, please limit your comments to three (3) minutes.**

**A CLOSED SESSION may be called at any time during a meeting, as permitted by the 1994 Ralph M. Brown Act for the following purposes: pending litigation (Sec. 9495639), personnel (Sec. 54957), labor negotiations (Sec. 54957.6) or any other exceptions to open session as described by the Act.**

Anyone requiring reasonable accommodation to participate in the meeting should contact the Library Manager at (707) 464-9793 at least five (5) days prior to the meeting.

**AGENDA**

**I. Call to Order**

**II. Communications**

- 1) Public Comment Period

### **III. Consent Agenda**

- 1) Minutes: Review, potentially modify, and approve minutes from October 9, 2023 Regular board meeting.
- 2) Claims: Review, potentially modify and authorize claims.\*

### **IV. Committee Reports**

- 1) Del Norte Reads
- 2) Library Manager
- 3) Smith River Branch
- 4) Friends of the Library
- 5) Trustees
- 6) Policy

### **V. Unfinished Business**

Continue discussion for more hours for Kathy Certified Librarian Technician and Danny and Erin literacy staff. Approve increased hours for Kathy, Erin and Danny.

### **VI. New Business**

- 1) Transfer \$1,500 from line 91125 travel reimbursement to line 20290 travel and training.
- 2) Transfer \$400 from line 91127 Friends of DN library to line 20228 promotional items. Funds to be used to help defray the cost of the Halloween Party.
- 3) Approve invoice to replace the front door in the amount of \$10,102 from Montez Construction.

### **VII. Adjournment**

The next regular meeting of the Del Norte County Library District Board is scheduled for December 11, 2023 at 5:15 pm.

Posted: 11/10/2023

---

Andrew Napier Chair

**DEL NORTE COUNTY LIBRARY DISTRICT**  
**Minutes of the regular Board of Trustees meeting**  
**October 9, 2023**

**I. Call to Order**

Meeting called to order at 5:15 pm

**II. Roll Call**

Present: Andrew Napier President Robin Fornoff Secretary, Jamie Daughtery, Trustee and Meaghan McGlasson, Trustee.

Absent: Marie Jondal

**III. Communications**

**1) Public Comment Period**

None.

**IV. Consent Agenda**

1.) Minutes from September 18,2023 approved by majority vote.

2.) Motion to approve claims by majority vote.

**V. Committee Reports:**

1.) Del Norte Reads:Two new computer learners, two HiSET learners, attend quarterly ESL working group, participated in 3reads 23 Meeting, participated in CLLS networking call, creating padlet page with tutor resources/trainings and online learner resources, working on developing monthly data collection sheets for tutors. Final report successfully submitted.

2.) Library Director: 10GB fiber optic network is live! All equipment was connected last week. Montez construction came out to look at the front doors. They will need to be replaced at a cost of \$3,000 for the doors not including labor. The front door and the mural were graffitied. The doors were cleaned but the mural needs to be fixed. Adam Grubbs from New Effex painting and Meaghan Mcglasson's sister-in-law have been contacted regarding fixing the mural. Zip book is accepting requests for books. Funding is now an annual thing and we will be able to offer the program year round with limited funding.

- 3.) Smith River Branch: Hours of operation are now Monday thru Saturday 11 am to 3 pm. Wednesday thru Saturday staffed by Literacy coordinators. New materials added monthly.
- 4.) Friends of the Library: Met the last Wednesday of the month. Welcome new member Alissa as the treasurer. Donated \$400 to youth & family programs to the library.
- 5.) Trustees: Meaghan del Norte Chamber of commerce chamber mixer. Is the library a member and can we consider having a mixer at the library? No other Trustee reports.
- 6.) Policy none

## **VI. Unfinished Business**

None

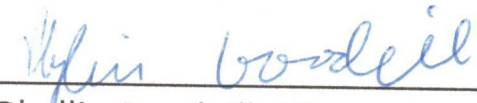
## **VII. New Business**

- 1.) Motion by Secretary Fornoff to move \$14,043 from line 91124 gifts unspecified to line 2284-003 zip books second by Trustee McGlasson. Poll Vote: yes = 4 No=0 absent =1.
- 2.) Motion by Trustee McGlasson to move \$6,000 from line 91129 Misc Revenue to line 20228 promotional items second by Secretary Fornoff. Poll Vote: yes= 4, No=0, absent = 1.
- 3.) Motion to move \$7,000 from line 414-010-07102 Fund Balance building Major Repairs and improvements to line 20180 building maintenance by Secretary Fornoff, Seconded by trustee McGlasson. Poll vote: yes=4, No= 0, Absent = 1.
- 4.) Motion to table request for more hours for literacy staff Erin and Danny and Certified Library Technician Kathy until next meeting by Secretary Fornoff seconded by trustee McGlasson. Will resume discussion after the financial report has been submitted.
- 5.) Motion to approve linking amazon account. Amazon library account is linked with director Phyllis personal amazon account for Prime discount. Motion to approve Friends of the library account to be linked with library amazon account by Secretary Fornoff, seconded by Trustee McGlasson.

## VII. Adjournment

Meeting adjourned at 5:55 pm. Next regular meeting of the Del Norte County Library District Board is scheduled for November 13, 2023 at 5:15pm.

Minutes prepared and submitted by:

  
\_\_\_\_\_  
Phyllis Goodeill, Library Director

Minutes approved by:

\_\_\_\_\_  
Robin Fornoff, Board Secretary