

DEL NORTE COUNTY LIBRARY DISTRICT**Notice of Regular Board Meeting****Date: September 8th, 2025****Time: 5:15 pm****Place: 190 Price Mall, Crescent City CA 95531
(707) 464-9793****ZoomLink:****<https://us06web.zoom.us/j/85337142411?pwd=YocFvWke3wI17HZCn9skZnGPNsK7KP.1>****Meeting ID: 853 3714 2411****Passcode: 582157****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 unless we announce it so that we may properly address all comments on that subject at the same time. After receiving recognition from the Chair 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 January 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) Subcommittees

V. Unfinished Business

- 1) None

VI. New Business

1) Discuss and potentially approve raising the rate of pay for Certified Library Technician from 16.50 to 18.50 an hour. This position receives 25 hours a week, but due to being CalPers eligible takes home less than a Library Technician. Estimated fiscal impact \$2,700 annually.

2) Discuss and potentially approve reclassifying two Library Technician Positions to become Department Head positions. The Department Head position was approved previously but hiring for these positions was delayed for budgetary reasons. Estimated fiscal impact \$5,500 annually.

3) The board will adjourn to a closed session to interview Library Director Candidates.

VII. Adjournment

The next regular meeting of the Del Norte County Library District Board is scheduled for October 13, 2025 at 5:15 pm.

DEL NORTE COUNTY LIBRARY DISTRICT
Minutes of the regular Board of Trustees meeting
August 11, 2025

I. Call to Order

Meeting was called to order at 5:17pm

Present: Andrew Napier (remotely), Meaghan McGlasson, Andrew Murphy, Tamara Brooks, Helen Dunvernay (remotely)

II. Communications

1) Public Comment Period

none

III. Consent Agenda

- 1) Minutes from July 14, 2025 approved by majority vote
- 2) Claims: Review, potentially modify and authorize claims: Trustee Murphy motioned to move this item to New Business.

IV. Committee Reports

- 1) Del Norte Reads: Report read and received
- 2) Library Manager: Report read and received
- 3) Smith River Branch: Library stats provided
- 4) Friends of the Library: Reminder about September 5 book sale event.
- 5) Trustees: Trustee McGlasson reported that Pelican Bay State Prison will be donating funds to the Library from a food sale event either later this year or in early 2026. Trustee McGlasson reported that she attended the LafCo meeting. Trustee Napier shared that he had met with Trustee Dunvernay for onboarding orientation.
- 6) Policy: The Partnerships Committee and Policy & Strategic Planning Committee updated the Board about their meetings.

V. Unfinished Business

- 1) Discuss restructure of library staff: Trustee Murphy motioned to postpone this agenda item and Trustee McGlasson seconded the motion, which passed unanimously.

VI. New Business

- 1) Circulation Policy: Trustee McGlasson motioned to approve the policy as written. Trustee Brooks seconded the motion, which passed unanimously.
- 2) Budget options presented by County Auditor: Trustee McGlasson motioned to table this item. Trustee Murphy seconded the motion, which passed unanimously.
- 3) Hiring Committee: Trustee Brooks motioned to select Trustees Murphy & McGlasson to the hiring committee along with staff members Kathy Morgan and Terrin Musbach. Trustee McGlasson seconded the motion, which passed unanimously.

- 4) CLLS grant: Interim Director Goodeil shared that everything should be complete for the State by September 1 and provided past balance sheets to illustrate the history of the grant.
- 5) Claims: Trustee Murphy had a question about the fiber optic bill. Once answered, Trustee Murphy motioned to approve the Claims, which was seconded by Trustee McGlasson. The motion passed unanimously, though Trustee Dunvernay abstained from voting.

VII. Adjournment

- 1) The meeting adjourned at 6:43pm. The next regular meeting of the Del Norte County Library District is scheduled for September 8, 2025 at 5:15pm.

Minutes prepared and submitted by:

Andrew Murphy, Secretary