

**DEL NORTE COUNTY LIBRARY DISTRICT**

**Notice of Regular Board Meeting**

**Date: August 11, 2025**

**Time: 5:15 pm**

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

**(707) 464-9793**

**ZoomLink:**

<https://us06web.zoom.us/j/82402996093?pwd=DouPL2y93e7WYfLzAJTarcgctQAxgh.1>

**Meeting ID: 824 0299 6093**

**Passcode: 718533**

**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 Regular board meetings.
- 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**

- 1) Continue to discuss and take action about restructuring the library staff.

### **VI. New Business**

- 1.) Discuss and take action on the Circulation Policy.
- 2.) Discuss and take possible action on the budget options presented by County Auditor
- 3.) Discuss and decide who is on the hiring committee.
- 4.) Discuss and take possible action on CLSS grant funding for adult literacy.

### **VII. Adjournment**

The next regular meeting of the Del Norte County Library District Board is scheduled for September 8, 2025 @ 5:15 pm.

Posted: \_\_\_\_\_

Andrew Napier Chair

**DEL NORTE COUNTY LIBRARY DISTRICT**  
**Minutes of the regular Board of Trustees meeting**  
**July 14, 2025**

**I. Call to Order**

Meeting was called to order at 5:21pm

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

**II. Communications**

**1) Public Comment Period**

none

**III. Consent Agenda**

- 1) Minutes from June 9, 2025 approved by majority vote
- 2) Claims: Review, potentially modify and authorize claims: Trustee McGlasson motioned to move this item to New Business. Trustee Murphy motioned to move New Business to the start of the meeting so that guest presenter, County Auditor-Controller Clinton Schaad, could depart the meeting early. This motion was seconded by Trustee McGlasson and approved unanimously.

**IV. New Business**

- 1) Del Norte County Auditor-Controller, Clinton Schaad, presented an overview of the Library's budget. Details regarding an independent audit, the CLLS grant, Del Norte Reads and a budget line with unused funds were discussed. Trustee Napier motioned to postpone this item to the Board meeting on Aug 11, 2025 . It was seconded by Trustee McGlasson and passed unanimously.
- 2) Terrin Musbach presented an option to restructure the staffing at the Library. Trustee McGlasson motioned to postpone the discussion, and Trustee Murphy seconded the motion, which passed unanimously.
- 3) Trustee McGlasson had a question about one of the claims from the consent agenda and Interim Director Goodeill answered it satisfactorily. Trustee McGlasson motioned to approve the Claims and Trustee Murphy seconded the motion, which was approved unanimously.

**V. Unfinished Business**

- 1) none

**VI. 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: Announced fundraising event on September 5 called Books, Brews & BBQ.
- 5) Trustees: Trustee McGlasson reported that she, along with Trustee Brooks and Interim Director Goodeill gave away books at the recent PRIDE event. Trustee Dunvernay announced that she had taken the oath of office and was confirmed as an official Trustee.
- 6) **VII. Adjournment**
  - 1) Meeting adjourned at 6:40pm. Next regular meeting of the Del Norte County Library District is scheduled for August 11, 2025 at 5:15pm.

Minutes prepared and submitted by:

Andrew Murphy, Secretary