

DEL NORTE COUNTY LIBRARY DISTRICT

Notice of Regular Board Meeting

Date: April 14, 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 March 10, 2025 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) Discuss and approve collection development policy.
- 2) Discuss and approve circulation policy

VI. New Business

- 1) Approve reimbursement for Phyllis G expenses for Chamber Mixer in the amount of \$54.27 I used my personal bank card and a gift card issued to me to pay for the Chamber Mixer items.
- 2) Approve a stipend for Christopher O'Baugh in the amount of \$200 a month for IT work that he does that is not included in the Library Tech position.
- 3) Move \$1078 from line 91124 Gifts Specified to line 20228 promotional items. These are funds that the library receives from various sources as donations.
- 4) Move \$7493 from line 91124-003 zip book to line 20284-003 zip book payments. This is the final payment for the Zip Book program.
- 5) Move \$1602 from line 91127 Friends of DNL to line 20228 promotional items. These are funds that were raised by the Friends from the book sales.
- 6) Move \$7847 from line 90623 State Grants to line 20294 Lunch with Library Books. This is the full amount of the Lunch at the Library Grant.

VII. Adjournment

The next regular meeting of the Del Norte County Library District Board is scheduled for May 12, 2025 at 5:15 pm.

Posted:

Andrew Napier Chair

DEL NORTE COUNTY LIBRARY DISTRICT
Minutes of the regular Board of Trustees meeting
March 10, 2025

I. Call to Order

Meeting was called to order at 5:15pm

Present: Andrew Napier President, Tamara Brooks Trustee, Meaghan McGlasson Trustee, Andrew Murphy Trustee

II. Communications

1) Public Comment Period

A member of the public asked about reports (Agenda Item IV)

A member of the public asked about an email she had sent

III. Consent Agenda

- 1) Minutes from February 10, 2025 approved by majority vote

IV. Committee Reports

- 1) Del Norte Reads: Report read and received
- 2) Library Manager: Report read and received
- 3) Smith River Branch: No report available
- 4) Friends of the Library:
 - No longer a 501(c)(3) but now an unincorporated association.
 - Libations at the Library event is April 26 and tickets will be \$30
- 5) Trustees:

Andrew Murphy: reported that he will meet with Phyllis to discuss budget and state grant status

Chair Napier: update on NorthNet bill

V. Unfinished Business

None

VI. New Business

- 1) Proposal from Alicia Williams was motioned by Trustee Murphy to vote on and seconded by Trustee McGlasson. The board voted unanimously against it.
- 2) Committee schedules were decided to meet quarterly and on a rotating schedule. The Budget Committee will meet on 04/21/25. The Partnerships Committee will meet on 05/05/2025. The Government Liaison Committee will meet on 04/07/25. The Policy and Strategic Planning Committee will meet on 03/24/25.

- 3) Trustee McGlasson motioned (Seconded by Trustee Brooks) to move \$25,000 from budget line 90620 Pub Lib Fund/State Aid Grant to line 20228 Promotional Items.. Approved as written and unanimously approved.
- 4) Trustee Murphy motioned (Seconded by Trustee McGlasson) to move \$619 from line 91125 Travel Reimbursements to line 20290 Travel and Training. Approved as written and unanimously approved.

VII. Adjournment

- 1) Meeting adjourned at 6:23pm. Next regular meeting of the Del Norte County Library District is scheduled for April 14, 2025 at 5:15pm.

Minutes prepared and submitted by:

Andrew Murphy, Secretary