



**CHURCHILL COUNTY
LIBRARY BOARD OF TRUSTEES
CHURCHILL COUNTY, NEVADA**

155 N. Taylor Street, Suite 110

Fallon, Nevada 89406

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******NOTICE OF PUBLIC MEETING******

AGENDA

PLEASE POST

PLACE OF MEETING: Churchill County Administrative Complex, 155 N. Taylor Street,
Commission Chambers, Fallon, Nevada 89406

DATE & TIME: May 16, 2024 at 3:00 PM

TYPE OF MEETING: Regularly Scheduled Library Board of Trustees Meeting

Notes:

- I. These meetings are subject to the provisions of Nevada Open Meeting Law (NRS Chapter 241). Except as otherwise provided for by law, these meetings are open and public.***
- II. Action will be taken on all Agenda items, unless otherwise noted.***
- III. The Agenda is a tentative schedule. The Library Board of Trustees may act upon Agenda items in a different order than is stated in this notice – so as to affect the people’s business in the most efficient manner possible.***
- IV. A uniform time limit of 3 minutes will be imposed upon matters devoted to public comment.***
- V. Any statement made by a member of the Library Board of Trustees during the public meeting is absolutely privileged.***
- VI. All persons participating in the meetings are put on notice that an audio and/or video recording is made of these meetings.***

AGENDA:

- 1. Call to Order.**
- 2. Pledge of Allegiance.**
- 3. Public Comment.**
- 4. Roll call of members.**

5. **Verification of the Posting of the Agenda.**
6. **Consideration and possible action re: Approval of Agenda as submitted or revised.**
7. **Consideration and possible action re: Approval of Minutes of the meeting held on:**
 - A. April 25, 2024.
8. **Library Board of Trustees' Report.**
9. **Library Director's Report.**
 - A.
 - Statistics
 - Library Budget
 - Coin Machine for Print Release Station
 - Memory Kits
10. **Set date and time of regular/special Library Board meetings:**
 - A. June 27, 2024, at 3:00 p.m.
11. **Old Business.**
 - A. Consideration and possible action re: Evaluation of the job performance of the Library Director, C.L. Quillen, which can include consideration of the Library Director's character, any alleged misconduct, professional competence, and physical or mental health, and take administrative action, which can include action to approve the annual evaluation and authorize a one-step merit increase from Grade 72 Step 1 to Grade 72 Step 2, or action up to and including termination of C.L. Quillen's employment as the Library Director. The Board of Trustees may take a recess during consideration and discussion of this Agenda item.
 - B. Consideration and possible action re: Update on the filled and unfilled Library employee positions, including steps and approval for recruitment and hiring of unfilled positions and authorization to hire temporary employees and/or paid student interns.
 - C. Consideration and possible action re: Update on Library schedule and hours, including action to ensure the Library maintains the current schedule and hours or action to reduce or modify the library hours and schedule.
12. **New Business.**
 - A. Consideration and possible action re: Action to approve the monthly budget reports.
 - B. Consideration and possible action re: Action to approve the Library Gift Fund.
 - C. Consideration and possible action re: Action to approve \$5,000 from the Morgan Trust-Gift Fund for books, DVDs, and digital items for the remainder of FY24.
13. **Public Comment.**

14. Adjournment.

STATE OF NEVADA)
 : ss.
County of Churchill)

*I, **Pamela D. Moore, Deputy Clerk to the Board**, do hereby affirm that I posted, or caused to be posted, a copy of this notice of public meeting, on or before the **10th day of May, 2024, between the hours of 3:00 and 5:00 PM**, at the following locations in Churchill County, Nevada:*

1. *Public Library;*
2. *The Churchill County Website @ www.churchillcounty.org;*
3. *The State of Nevada Website @ <https://notice.nv.gov/>.*



Pamela D. Moore, Deputy Clerk to the Board

Pamela D. Moore, Deputy Clerk to the Board, who was subscribed and sworn to before me this **10th day of May, 2024**.



Renae Paholke, Deputy Clerk

Endnotes:

Disclosures:

**Churchill County is an equal opportunity provider and employer.*

Accommodations/Nondiscrimination:

**In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies or complaint filing deadlines vary by program or incident. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible agency [(775)423-4092] or USDA's TARGET Center at (202)720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800)877-8339. Additionally, program information may be available in languages other than English. To file a program discrimination complaint,*

complete the USDA Program Discrimination Complaint Form, AD-3027, found online at: http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the Complaint Form, call (866)632-9992. Submit your completed form or letter to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2. Fax: (202)690-7442; or
3. Email: program.intake@usda.gov.

Procedures:

**The public meetings may be conducted according to rules of parliamentary procedure.*

**Persons providing public comment will be asked to state their name for the record.*

**The Library Board of Trustees reserves the right to restrict participation by persons in the public meeting where the conduct of such persons is willfully disruptive to the people's business.*

**All supporting materials for this Agenda, previous Agendas, or Minutes are available by requesting a copy from the Clerk's office, 775-423-4092. During the meeting, there will be one copy available for public inspection. Additional copies are available by making the request from the Clerk's office. You are entitled to one copy of the supporting materials free of charge.*