

MINUTES OF THE CHURCHILL COUNTY LIBRARY BOARD OF TRUSTEES

155 N. Taylor St., Fallon, NV 89406

May 9, 2024

Call to Order:

The special meeting of the Library Board of Trustees was called to order at 4:00 PM on May 9, 2024.

Pledge of Allegiance:

The Pledge of Allegiance was recited by the board and public.

Public Comment:

Chair Kelly asked if there was any public comment. Gaylene Drinkut said I guess this is the best place for me to express my concerns of what I saw yesterday at the Library. When I drove up with my granddaughter, there were several kids outside in the front and, before I even got out of my car, they were cussing and shoving each other etc. I was thinking they are just middle school kids or whatever. I got out of the car and got my granddaughter out of the car and they ran into the Library and I thought they would calm down but that was not the case. When I went into the Library, it was chaos. It was not the Library I am used to going to, starting first with my children and now with my grandchildren. There was one Librarian. She was trying to keep as much order as she could by herself because the other one was on a break. I could not believe what I saw. I know I only have three minutes but it was to the level that it looked like their behavior was pretty comfortable and this must have been going on for quite some time to be allowed to do what they were doing. We had kids on the table, yelling and screaming and throwing boxes at each other. Kids were running around. There were some playing grabby-pants over in the corner. I wondered what was going on. My granddaughter had run ahead of me, so she went into the kids' area. I even told some kids on my way over to that area to be quiet because they were in the Library. I could see the Librarian trying to get some order back but they were not listening. I called the police because it was so out of control. The police came in and did a sweep and told some kids to be quiet. The kids were starting to argue with them and then ended up leaving. I am watching this and then some kids started up again, so I called one of the officers over and he said they couldn't make anyone leave unless the staff said it was okay for us to tell them to leave. These kids had pretty much taken over the place. There were a few elderly people there and someone who was trying to study. It was just not the Library that I was used to seeing. As I was leaving, the Librarian who had been on break was making excuses and was saying it is a public place and they need a place to go and they are here until their parents pick them up. It was disheartening to see what has happened to the Library. What I mean when I say it must have been for some time because unless it has been allowed and tolerated, behaviors will just keep escalating unless you get control of the behaviors. I just wanted to bring this to your attention. It was disheartening. I am sorry to see that.

Civil Deputy DA Weed said, before our next public comment, I just wanted to indicate that there were a number of written public comments that were submitted to the Clerk/Treasurer's

office and those have been included in the record. Copies have been provided to the members of the board and made available to the public today. Please let the record reflect that these have been received and are part of this record. Trustee Petteruti said do you have plans to read those into the record today? Mr. Weed said I was not going to read them into the record because they have been made a part of the record and have been provided for anyone who wishes to read them. Trustee Petteruti said will those be available when the packet is published after the meeting? Deputy Clerk Moore said the packet that is posted on our website right now includes all of these comments.

Marilyn Hedges-Hiller said I have been using the Churchill County Library for the last 17 years. I have served on the Churchill Library Association and on the Churchill County Library Board of Trustees. I started working with Carol Lloyd about 4 months after she arrived and then continuously for the next 9 years. I watched the video of the last meeting. C.L. comes in here with a good evaluation and then Kelli Kelly throws a monkey wrench into things and tries to get you to change your opinion. I am asking you to stand by your original opinion. Kelli just gave you general allegations with no specifics or anything except complaint, complaint, complaint. I had a complaint about Hoopla and I know others shared that. I went and talked to C.L. and it was resolved. I think that is what you do as an adult – you talk face to face with the person you have a complaint with. You don't go behind their back. This is serious business because you are talking about her professional reputation and her livelihood. I know it is tough because C.L. is following in Carol's footsteps and Carol was a fabulous and well-liked Librarian. That is a very high standard that she has to meet. If she were following in the footsteps behind the other prior Librarian, you would have a very different view of her. Even Carol had a rocky start in the beginning. Things were not perfect for her either. She had to learn the ins and outs of this county, of the budget, and she had complaints too, so this is not new. I want to say that C.L. is not Carol's clone. She is a unique personality just like the rest of us and she does bring strengths that I have personally experienced at the Library. She is knowledgeable, helpful, pleasant, and available. She actually has done two things that have impacted me, which are the Wowbrary Newsletter. I have always wondered how I could find out about new books and things and now, finally, it is easy. She also started a monthly book club that I participate in. I have had direct experience of some of the positives from C.L. and I am really here to ask the board to stand by its original opinion. There is nothing that happened between March and April except Kelli found complaints. I think it is important that I am able to trust you to be fair. I think C.L. probably thinks the same thing since she got the evaluation before she came here and now she is blind-sided. All I can ask is that you do your job.

Chair Kelly asked if there was any further public comment. Reid Sewell said do not live in Fallon but I am a patron of the Fallon Library and have been for 12 years. I made a statement to Pam Moore and she said she would memo each one of you but I have wanted this statement that was not included in my statement to Pam Moore. About 3 or 4 weeks ago, I noticed in the new book section at the Library when I walked in, that all I saw were female authors in the fiction section of the new books. I was a little bit concerned but I didn't say anything to anybody. I noticed, the next time I went, which was probably about 10 days later, when I counted the books, there were 100 new fiction books and 95 were by female authors and 5 were by male authors. I happen to read male authors because I read detective and mystery novels. I decided

that I would ask the Director what the problem was. When I went into her office, the door was open, and she asked me if she could help me. I said that I just had a little problem but maybe she could explain to me because I noticed that there was a preponderance of female authors in the fiction section. I asked if there was some kind of problem. She explained to me that she ordered male authors but they never seem to come in. I thought to myself, you mean the female authors come in when she orders them but not the male authors? I came very close to going into the men's room and looking in the mirror to see if my face really registered that kind of stupidity. I didn't feel that was an adequate answer. That is all I have to say. Oh, by the way, I have a witness to that conversation in case there is any problem with the truthfulness of that conversation.

Gaylene Drinkut tried to come forward for another public comment but Civil Deputy DA Weed said that, if you have already made public comment, the time for public comment is over. She said she only had a question and asked if that pertains to a question. Mr. Weed said that is correct. Trustee Petteruti said we have a second public comment period at the end of the meeting should you like to stay around.

Kieran Kalt said a lot of you probably knew my Dad, John Hanifen, who was a lifetime community member here. He was on the board forever. I have lived my whole life here and I am flabbergasted at what is going on. We need to give C.L. an opportunity here. She has not been here that long. I thought we were a loving, kind community and, if there are situations that people don't agree with, maybe she can learn from that and move on. One year is not a long time. We need to give these people time to improve, suggest what they can do in that instance, and move on from there. I feel she is very qualified. She worked in Florida, New Jersey, although you probably know her background. She has 12 years of experience. What is going to happen when we get a new person in her position that doesn't have all of that, unless you have someone in your mind already. I am not sure. I would like to mention three prominent points. First of all, I am going to piggyback on the comments about the Library. I have been there a few times and I was there today. I saw kids and parents happy and smiling. I interviewed them about what they were doing, which was art activities and reading books. It was amazing. As a teacher, I would go there everyday with my kids. These kids were reading, doing games, interacting with each other. I think it was a wonderful experience. Now, with the situation of middle schoolers, that is a very tough situation. Maybe we can get some county resources there. I do think there should be a police officer over there. They go to the schools, so why can't they go there and see what is happening? Maybe she needs some support. You can't expect her to do everything with 1 or 2 people there. We need support, we need compassion, we need kindness. That is what our community is all about. Next, I want to address the AAUW involvement she has had. I saw in the newspaper that she doesn't get along with others, she doesn't do community service, she doesn't do this, but I would like to tell you a few positive things she has done. She goes to the AAUW meetings and was one of our guest speakers. She gave us new ideas, technology, monthly calendar events, book clubs, sites to visit, and free books. Everyone was amazed. It was just wonderful. Further, I have attended a few of her book clubs. There are a variety of themed books. Sure, there are women authors but that is probably because it was women's history month. There is probably a men's history month. This time when I went in, it was all about fire fighters and fires. She does do thematic themes very effectively. I think it was

a wonderful atmosphere with everyone contributing in the Library when I have gone in the past. Mr. Weed said your 3 minutes is up. Chair Kelly said we will have another period of public comment. Ms. Kalt said I might not be here because I have another meeting to attend but I hope that, from the bottom of your hearts, you support our Librarian.

Chair Kelly asked if there was any further public comment but there was not.

Roll call of members:

PRESENT: Trustee Kelli Kelly
Trustee Jo Petteruti
Trustee Ashlee McGarity
Trustee Jessica Rowe
Trustee Tara Price-Gritzmacher
Library Director C.L. Quillen
Civil Deputy District Attorney Jeff Weed
Deputy Clerk to the Board Pamela D. Moore

ABSENT: Commissioner Harry Scharmann

Verification of the Posting of the Agenda:

It was verified by Pamela D. Moore, Deputy Clerk to the Board, that the Revised Agenda for this meeting was posted on the 3rd day of May, 2024, between the hours of 2:00 and 5:00 PM at all of the locations listed on the Agenda, in accordance with NRS 241.

Consideration and possible action re: Approval of Agenda as submitted or revised:

Trustee Petteruti asked who composed the Agenda. Civil Deputy DA Weed said it was done through the county through the District Attorney's office and Clerk's office in association with the board Chair who put this together and published it.

Trustee Petteruti said I cannot vote in favor of this Agenda. I want to tell you up front why. I think the wording here is egregious. I think that we have done a disservice to the Library and to C.L. Quillen. I have to vote against it just because of the wording. We have never done this with the prior Director. As a matter of fact, you took issue with the way she had the Agenda worded last month. When I looked back at the Agendas that Carol wrote, they were worded the exact same way. I am not sure why you took issue with all of that. I can't vote in favor of this. Besides the fact that we are not here to consider appointments today. We have two matters of old business and one matter of new business. That is why I asked who wrote this Agenda because I would have thought it would have been done more in line with what we normally do. Would you like to speak to that seeing as you had a hand in it?

Chair Kelly said, at the last meeting, when I talked about the Agenda item and how it was written, that was as a result of being advised by the District Attorney's office. I can't speak to past Agendas and that conversation but that was as a result of being advised by the county's legal representation. Trustee Petteruti said but you specifically said that it should have been worded differently and you disagreed with C.L. when she said that was how it was written in

the past. If you do not remember how they were written, I have copies of the last one that Carol wrote. I would be happy to submit it for the record so that it might jog your memory a little bit. Chair Kelly said, to be clear, I did not disagree about the way that previous Agendas had been written. Trustee Petteruti said you disagreed with last month's Agenda. Chair Kelly said all I did was say that, because of the way it was written, after having heard from our District Attorney representation, that we were limited in what we could take action on. I don't know if Jeff Weed would like to weigh in on that further but it was through the advisement of the DA's office that I made that statement. Trustee Petteruti said so you came in thinking that we were going to take a termination action when all we had to do was approve her annual evaluation? We wouldn't have had to take any action if we weren't going to consider a termination. We could have just voted on her evaluation. Chair Kelly said it would have been within our purview, based on the information that I received from the District Attorney's office, to take a vote on approval of the evaluation. Trustee Petteruti said why would you have sought the approval of the District Attorney's office? It was a matter of course. We have done this every year for the past years that you and I have sat on this board. Chair Kelly said I received the information from the DA's office. Trustee Petteruti said you are not going to answer my question, I can tell. Do you want to take a vote on this Agenda because I am happy to vote against it right now? Chair Kelly said that is fine. I will note that the language for Item A is pulled from statute and that is where that language comes from. Trustee Petteruti said it didn't have to be there, as I said. Chair Kelly asked if there was any further discussion of the Agenda as presented. Hearing none, I will accept a motion to approve the Agenda as submitted.

Trustee McGarity made a motion to approve the Agenda as submitted. There was no second to the motion. Trustee Petteruti said would you prefer to call for a motion to reject the Agenda as submitted? Chair Kelly said I am a little puzzled as to what to do at this juncture. We have the ability to revise the Agenda. We can pass the Agenda as submitted or revised. In the absence of an Agenda, frankly, I don't know what that looks like. Trustee Petteruti said I am sure the Assistant District Attorney can guide you, which seems to have been happening.

Trustee Rowe said, to weigh in just briefly, what would it look like to revise the Agenda in such a way that you would then feel it was more in keeping with what you had asked for at the last meeting so that we could move on? Civil Deputy DA Weed said this Agenda item is primarily there to allow for if an Agenda item wants to be taken off. For example, if there were 15 items on the Agenda and someone is waiting for item 15 and the board has decided we are not going to talk about item 15, it is on there to say we are not going to address item 15 so we revise it. You can't change the wording or things like that. I do not think the going forward of today's meeting is contingent on an approval of the board to approve the Agenda. I think is more about consideration of whether something needs to be revised here. If there is not a motion, I think you can move past this item. I don't think it is contingent upon the approval of the board to continue through the Agenda items.

Trustee Petteruti said you are of the opinion, to make sure I understand, that if we do not approve our Agenda, we can still move forward with the meeting that does not have an approved Agenda? Mr. Weed said the going forward of the meeting is not – this Agenda item is to decide if there is anything you want to pull from the meeting. If not, let's approve it and go

forward. If not, we will pull it and then approve the Revised Agenda. If there is no Revised Agenda, I think that the board can proceed with the Agenda items. Trustee Petteruti said I would prefer to pull the Agenda item.

Civil Deputy DA Weed said I can provide some information. I was planning to provide it when we got to Agenda Item A but I can provide it now. This Agenda item is agenized to allow the board to perform any number of things, whether it is from approval of the current evaluation up to and including termination. The Agenda items provides for that. In order for the board to take action on that today or to discuss all of that today, certain notifications have to be provided. For this specific instance, it is the Library Director. The Library Director needs to be noticed both: (A) that there is going to be discussion of professional competence, which Chris Spross provided that notification last week; (B) that there could potentially be administrative action taken. She was not provided that notice. While it is agenized this way, this board cannot take administrative action today. That would be the up to and including termination type of language. She has been notified for next week's meeting, so my recommendation to the board today would be to treat this meeting as an information-gathering meeting. There have been a number of public comments presented today. There have been a number of written public comments provided and there is a lot of information that has been presented today. My recommendation is to treat this meeting today as an information-gathering meeting. I think if you skip past Agenda item A today, that would be something you could do. It will be agenized on next week's regular board meeting. Notice has been provided. For today's meeting, the point might be moot, whether it is on there or not because my recommendation would be not to have any discussion or action taken on this specific item. Whether it is on the Agenda or not, my recommendation would be that we can move past that item. Trustee Petteruti said it is not moot, Jeff. That is the problem. Mr. Weed said I am talking about just for this specific issue of whether it will be on the Agenda or not today. I do not mean in the grand scheme of things, please do not misunderstand me on that. Trustee Petteruti said I appreciate that but it is just that reputations have already been destroyed between *The Fallon Post* news article and the wording of this Agenda. This is out in the public because we never used this language before to review a Library Director's performance evaluation, it just immediately implies that there is an issue and that is not right. I am sorry, that is wrong. We are supposed to be advocates for the Library, the library system, and for the lady that we chose. She was your choice to begin with – shame on you. Mr. Weed said I would advise again that I do not think there should be discussion or action taken on this. We are not in the Agenda item.

Mr. Weed said the other thing I was going to address was that I think last time, I believe it was you, Jo, had mentioned a closed session. There was some sort of discussion about that, although I don't remember exactly how it happened. Trustee Petteruti said I remember asking about that. Mr. Weed said I wanted to reiterate that, generally, boards, when they are talking about the character or professional competency, can hold closed sessions. When you have a position where the statute reads that when you discuss these things for a person who serves at the pleasure of the public body, such as this, and they are the head of that department, which we have here as the Library Director, the law prohibits a closed session for that. I know that was a question that was raised and I answered it just briefly last time. I wanted to let you know that I looked into it further and that is why the meetings happened this way and not in closed session.

I also wanted to put that on the record for you. Trustee Petteruti thanked him and said I did follow up and read that section, as well. Mr. Weed said, again, if the board wants to pull Item A, it will be agenized at the meeting next week and notification has been provided. You can pull Item A and still address Items B and C if the board wants to talk about those. My recommendation would be to let this be an information-gathering meeting for you. Last week, a member of the board said they didn't feel comfortable moving forward because they didn't have enough information or something like that. I think it would be appropriate today to gather the information and, again, it will be agenized and notification has been provided for next week's regular meeting.

Chair Kelly said to Trustee Petteruti are you making a motion to remove Item 7-A from the Agenda and then move forward with its approval? Trustee Petteruti said that is your call, Madam Chair. This is your show. I'm sorry but I told you that I was really upset with you and this is the outcome. If you want to talk about it, I have plenty of things to discuss, so let's talk about it so then we can get this stuff out more into the public domain. Chair Kelly said as our District Attorney lead identified, we are not in a position to deliberate or discuss at this meeting without putting ourselves in a position of a gray area with the Open Meeting Law or potentially having an adverse impact on compliance with that. Trustee Petterui said that is not what he said. He said we couldn't take any action on it but that doesn't mean that we can't discuss it. If we can't discuss it, then we might as well pull it. Mr. Weed said my advice would be not to discuss it either. If we are going to tread into that world of discussing it, again, notice has been provided for next week's meeting and it can be agenized there and then it can be discussed there. Public comment and those kinds of things can all come before the board but regarding discussion, deliberation, or action, I would advise to keep that at zero today and then move on to the other Agenda items.

Member Jo Petteruti made a motion to revise the Agenda to remove Appointment Item 7-A and proceed with Item 7-B and 7-C. Member Tara Price-Gritzmacher seconded the motion, which carried by unanimous vote.

Appointments:

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.

This item was removed from the Agenda.

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.

The Board of Trustees may discuss and take action regarding any of the unfilled positions at the Library.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Civil Deputy DA Weed said the board can discuss this item. I know that Chris Spross from HR is here. If he has some information regarding what the current status of the Library staff positions are, that may be an appropriate place to start.

Chris Spross, Assistant County Manager/HR Director, said the current staffing at the Library, to give you an idea of positions that have been vacated over the last several months is that Diane Wargo, Librarian, left at the beginning of February; Jennifer Taylor, a Page, left March 6th; at the last meeting, you heard from Joe Salisman, the IT Librarian, who left to take another position; Ashley Brown has tendered her resignation and her last day is tomorrow; and then we had one more Librarian give her two-week notice several days ago. What remains at the Library right now, in terms of positions, is one Librarian, one part-time Page, and then a newly hired part-time Page starts tomorrow. Right now, aside from the Director, there are 3 positions at the Library.

Trustee Petteruti said I wanted to point out for the record that Diane Wargo retired. She had her retirement notice submitted. It makes it sound like there was a run on staffing when, in fact, we were told by the county that positions were frozen and we couldn't fill Diane's position. I guess we just filled the Page position. This is a terrible quandary that we are in. We do not have the staffing. I don't know how we are going to pull this off with two part-time Pages and a Library Director. Budget cuts have fed into all of this, thank you very much.

Mr. Spross said, as far as Diane's position, you are correct. We were in the process of lining out interviews when the budget cut information was passed down to us. As far as the other 3 positions, those happened after the information on budget cuts was already available. I have received information that we can proceed and reinstate the recruitment for Diane's position. As far as the other 3 that have been recently vacated, I do not have any information on when we can proceed with those.

Trustee Petteruti asked C.L. if we had any interviews in the pipeline. Ms. Quillen said there are no interviews in the pipeline, as of yet. I do want to make a couple of corrections to those statements. Jennifer Taylor resigned on April 6th, not March 6th and she stayed additional time from her original resignation that she had submitted to me because she knew that I was going out of town and she did not want to leave us in a crunch. She was listed as one of the other 3, which is not actually accurate since we just filled a Page position. Mr. Spross said I was just merely listing the positions that have been vacated. You are correct and I apologize. I have April 6th written down here, as well.

Trustee Petteruti said, Chris, we are given permission to fill one position out of four? Mr. Spross said that is all that I have authorization for right now. It is not my authorization. I am just the vehicle that does the posting, setting up of interviews, and things like that. Trustee Petteruti said where do I take my complaint? Your boss? The County Commissioners? How do we shake more money out of this tree? Mr. Spross said it will have to be the County Commissioners, ultimately, as they are the ones who are responsible for approving the budget. Trustee Petteruti said you realize that we have not seen an adulterated version of our budget lately, right? The county has been working on it. Mr. Spross said, yes, we have a tentative budget and the budget hearing is scheduled. Mr. Weed said I would caution talking too much about the budget at this point because it is not agenized that way. We are agenized to talk about the positions.

Trustee Petteruti said we had 6.3 employees at one point when C.L. did the last staffing hours analysis for us before we lost some of these people. We are open 55 hours per week. I think you were here when we talked about that last month, right? I am still puzzled how we can carry 55 hours a week with half the number of people on staff. I don't see how we are going to do it. I know that is not your issue to resolve. That is our issue as a board, along with the Library Director. If we don't have permission to fill any more positions, it doesn't leave this board with very many choices. We can't ask C.L. to work 55 hours a week. We need 2 people on at all times. I don't see how we are going to do it. Anyone else have feelings on this? We are here to talk about this, right? I'm not straying too far away? Mr. Weed said the Agenda can be taken in any order or combined. You can talk about 7-B and 7-C together. Again, it is agenized for the board to talk about and take whatever direction the board wants to on that.

Trustee Rowe said, before we leave the Agenda item of positions, one of the questions that we had in the last meeting was about some of the tools that the county has at their disposal to lend some support to the Library. I did get a chance to talk to Jim about it but you are here and you might be able to give me some perspective on not just what the county can do but what the county is able and willing to do in a situation like this, such as things like overtime, tasking employees from other departments in the county to see if they want to pick up extra hours. You might already have employees in your hopper that you could task our way while we try to solve this problem because we are going to have this crunch soon and we have to keep the lights on soon. Do you have any ways that you can think of that you would prefer in the interim to help us temp this out while we solve the bigger problem?

Mr. Spross said the difficult part is the part-time employee and the overtime. The Library has two part-time employees and one full-time employee. Overtime or comp time, obviously, is something that would be available to a full-time employee. When you start looking at part-time hours, once you exceed a certain number of hours, it takes you out of the classification for being part-time and then there are additional costs in terms of benefits that need to be applied. That is always a juggling act. I know that C.L. and HR have had conversations on how far you can push that boundary to get to the point to maximize those hours before it triggers another set of benefits. In terms of other departments, everybody is in the same boat. They are all going through the same budget cuts and a lot of them also, if you look at something like the Museum, I

have had the same conversation with the Museum Director as far as how far those boundaries can be pushed before an employee gets into the next classification of benefits. I think there may be some employees out there that may want to work some overtime, The problem becomes are they the right people to work in a library? Just because you have somebody who says they are willing to work the overtime, it may not be the right fit for somebody to work in the library. It is a special talent to work in a library and you can't just take somebody that runs a motor grader and say I am going to put you in the library because you want some overtime. I think things like that can be explored but we have to be very careful when it comes to the hours. Again, everybody is going through the same crunch when it comes to the budget cuts.

Trustee Rowe said I appreciate that, Chris. That was kind of the impression I was getting after my conversation but I felt that it was better coming from you for the record. The other follow up question to that would be, is there a mechanism for temping? Can we do some sort of a temp hire that you could put out in the short-term like this with the understanding that this is temporary and not a permanent county employee that we could move more quickly or an emergency hire system? Mr. Spross said that is certainly something that we can look at. I will be honest, I haven't. I can certainly take feedback from the board and see if there is something to that effect that may be able to come in be able to fill some of those spots. I am certainly happy to take that information and get together with C.L. and see if there is anything that we can make work.

Trustee Rowe said I have a feeling that the next question about hours is also going to be attendant upon what we can do with the human power situation that we have going on. I appreciate it.

Trustee Petteruti said do we have any discussion about steps and approval for recruitment, hiring of unfilled positions? Have you given this any thought? Trustee Rowe said it sounds to me like there are some things that need to be answered but, at least, the first step of opening up that Adult Librarian services, let's start the hiring process and move as quickly as we can with that one. With the rest of these, it sounds like there is a willingness to explore the options but we do not have the answers yet, so we will need to take it up in the next meeting. Trustee Petteruti said, Chris, when can we start interviewing for that Senior Librarian position? Mr. Spross said it has been probably 4 weeks since the interviews were set up for the vacated position back in February. We can reach out to those people. They were all from out of state. We can reach out and see if they would still be interested in interviewing if they haven't taken another job. If that pool is greatly reduced because people have taken other jobs or they are not interested anymore, then we would likely have to start the recruitment process all over again with a posting and then receiving applications and doing the subject matter expert review and that sort of thing. Trustee Petteruti said, technically, it could start as quickly as tomorrow? Mr. Spross said it could. The calls could be made to see if people are available, yes. Trustee Petteruti said the posting could go up tomorrow, as well, right? Mr. Spross said it could go up tomorrow. Trustee Petteruti said that would be fabulous, thank you.

Chair Kelly said since it seems like there is additional information that needs to be gathered, would you be available to have some answers or strategies at the meeting scheduled next week? Mr. Spross said I can give you options but I don't feel right about giving you strategies. Strategies are the responsibility of this board. I could say we have found a half a dozen people that would be willing to put in some time at the library but I am uncomfortable giving any sort of strategies to this board. I would be happy to see if I can find some people who would be willing to do that. Chair Kelly said is it reasonable for you to also look into some sort of emergency or temp hire that could be employed? Mr. Spross said the way the county works, specifically, and I am going to use Manpower as an example because that is what I am familiar with, Manpower does not go through Human Resources. It goes through the department. Every department is responsible for reaching out to Manpower to try to fill their needs. What I can do is get verification that that is something that we should be doing and then give that information to C.L. to follow up with. Unless I am wrong, that has been the county's policy to have it done within the department. Chair Kelly said that seems like it is something that could be pretty nimble then too. Trustee Petteruti asked C.L. if she was okay with getting in touch with Manpower, which she agreed to.

Chair Kelly asked if there was any other discussion about this Agenda item. She asked if we have any idea, since I know that C.L. has filed the waivers for the gapping of positions at least for 2 positions, the Library Assistant and the IT Librarian position, I am guessing you have these already for the other position that Chris mentioned, so do we have an idea about the timeline for those? Mr. Spross said the Position Review Board is made up of four people. I don't want to say it has been a struggle but I also don't want to call a meeting every single time we get a waiver, so I have gotten 2 or 3 together and then tried to pull the board together. I can reach out to the board and see what their availability is and work through that. Again, I can pull the board together, I can present the waiver and, obviously, C.L. will be there, as well, but there is no guarantee what kind of position the board will take. That will be up to C.L. and how the board feels about that. I will see what I can pull together as far as putting a meeting together. There was no further board discussion on this item.

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.

The Board of Trustees can discuss the library hours and schedule, including taking action to limit or reduce the hours the library is open.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Trustee Petteruti said I can restate my concern that I do not see that we can stay open 55 hours a week with not even two full-time employees. Maybe the Pages are 4 hours a day. What do you all think?

Trustee Rowe said, given the most recent resignation, I think we are in a situation where, at least for a period of time, we may need to consider doing a reduction for a temporary amount of time. It was difficult and this came onto our Agenda last time because it is difficult to staff with the number and it sounds like it is going to become rapidly more difficult. It has become a different problem. Do you have a plan that you would like to put in place knowing what you know? C.L. Quillen said, as I mentioned at the last meeting, I would rather maintain some of our evening and Saturday hours because I think that that is important for the community. Not everybody can get there Monday-Friday from 9:00 - 5:00. That was one of the suggestions that staff had mentioned to me. I think if we could do Tuesdays and Wednesdays with 8 hours, ending at 7:00 PM, and then the other days 9:00 - 5:00, we should be able to do that with a Tuesday through Saturday with the staffing we have. It may be tight or difficult if people have vacation or need to take sick time. I am not sure what else to do. Full-time staff need to get their 40 hours in. I want to make sure that we are open enough hours for that to happen and to try to serve the community as fast as possible given the circumstances. One Page is willing to work some additional hours. She has been doing a great job and has been very flexible with that. I think she would welcome the opportunity to continue to work some additional hours but it is a matter of negotiating what the board feels is important in terms of the hours and then what the staff are able to manage.

Trustee McGarity said, when we had the COVID emergency, if I remember correctly, our Library went to just parking lot pick up services with just one person on staff. Is there a way that we could supplement the services that we offer outside of programming and things like that with a similar set up? C.L. said that is certainly an option. That is not something that I had considered because I was not here but, having worked in other libraries, I did parking lot pick up and I know how much people don't like it because they want to come in and browse and see what is there and flip through the books and do all of those things. Of course, it doesn't help people who are coming in to use the computers or people who just need a space to just be, but it is certainly an option. There are other options. One of the things that I had put in the waivers was that we could look into lockers. A lot of libraries are employing lockers. They are not inexpensive and, of course, they would have to be ordered and installed, so there would be a period of delay in doing something like that. However, that would be another option to provide people with the ability to pick up their items whenever it was convenient for them, which isn't a bad idea just in general outside of this situation.

Trustee Price-Gretzmacher said I agree and think it is really important to have the evening and Saturday hours as a priority. I know that I can't get to the Library during a normal workday, usually, and I am sure there are a lot of other people that can't. I think Saturdays are hugely important. However we can manage that would be very important.

Trustee Rowe said I also think that, since we have another meeting coming up in a week and since you have the resignation tendered but you have two weeks with the individual, that does give you time to call the temp service and see if there is anything that could be tasked on a short form and what the budget might be on that. That would be information that we could use.

Trustee Rowe said I do have another question. How do we use our volunteers in some of these situations? Are there tasks that they can fulfill that would assist us here? Ms. Quillen said we use our volunteers to the fullest extent that we possibly can. Volunteers have been helping more with shelving books and preparing for the summer reading program. The philosophy in the past, which I agree with, is that due to patron confidentiality, we can't have the volunteers on our computer systems checking people in and out, looking people up and those kinds of things but, certainly, where we can, we can utilize the volunteers. We have one Page that is just starting tomorrow, so she will be brand new. The Page that has been with us for the last year has assisted at the desk. I wonder if there is not some way that we couldn't give her, although this may be a question for HR, some sort of a temporary increase in salary or something because she is just making right around minimum wage and I feel like it is not fair to take advantage of her willingness and ability and not pay her what we would be paying somebody who is covering the desk. I don't know if that is a possibility to give a temporary increase while she is assisting with doing some of those things. Trustee Rowe said that helps.

Trustee Rowe said the thought that I was having on the hour question was would it be possible for a volunteer to extend the reach while one Librarian who was on rather than two to give you lunch times or to give you a little bit of spread. If it is not possible, advise me, as I am new. That was my thinking for this Agenda item. C.L. said while they would not be able to cover lunch if someone needed to be out at the desk, if the board is comfortable with a volunteer being the second person in the building and being responsible for any situations that might arise, then that is certainly a possibility. We do have people here for a longer period of time but I also have somebody on vacation from Tuesday through Saturday of next week. I currently have myself scheduled for all of the hours that the Library is open or staffed because staff come in an hour before the Library opens. I have myself scheduled from either 8:00 - 6:00 or 8:00 - 7:00 every day next week. Depending on where we go and what we do, I may not even be able to leave the building to take a short break. I may have to stay in the building and I do understand that, as a salaried employee, you do what it takes sometimes to make things work.

Trustee Petteruti said I have another suggestion now that we are talking about hours or potential hours that we could be open. If we slid our open times from Monday – Friday to start at 12:00 noon instead of 9:00 AM each day and we stayed 12:00 – 7:00 Monday, Tuesday, Wednesday, stayed until 6:00 on Thursday and Friday, and then a full day on Saturday, that would be 41 hours that we would be open, which is just a little bit more than one full-time position. I don't know if that type of a schedule is acceptable or if it could even be possible. C.L. said we are not currently open until 7:00 on Mondays. We close at 6:00 PM on Mondays, currently. The issue would then be for the staff to get the hours, they would have to work 6 days a week rather than 5. Trustee Petteruti said I am only proposing this while we only have you as the full-time person. If we can get the schedule down to something that is more manageable, we can't have you working 12 hours a day or whatever that amounts to 6 days a week. That is just not doable. C.L. Quillen said our Children's Librarian is still on the staff. Trustee Petteruti said I forgot about her, thank you. That is just an option if we can trim the hours per day, start a little later. You make a good point.

Trustee Rowe said is there anything you need from us today to help you get through the upcoming week until we can have our regular board session? Do you need to make changes now to your schedule that we need to be able to review and approve or are you going to be alright until we meet again? Ms. Quillen said it is hard to say. This has been a very stressful last few weeks. I am doing the best that I can. The staff are doing the best that they can, as well. It is hard to say. If someone were to get sick and call out, that would totally upset the apple cart. That happened today. The staff member called out for both today and tomorrow and, with somebody else out on vacation, that is causing it to be more difficult. Neither myself or the other full-time staff member who is there today left the building at all, until I came here. Trustee Rowe said I know that it is stressful. Let me rephrase it a little bit. Do you need us to take action on the hours today or would the current schedule hold with the exception of needing to, for staffing purposes, close the Library because somebody is sick? You don't need to change your schedule now? Ms. Quillen said I think we can manage as best as possible next week. I don't think it is fair to the community either to not give them notice of a closure, so that is part of my concern. I would hate to see people coming to the Library only to discover, during normal hours, that there is a big sign up that we are closed.

Chair Kelly said, with that, I would feel more comfortable decision-making around a change to the schedule if there were a couple of options to consider. Understanding that the Library is short-staffed at this juncture, do you feel like that is something that you can bring next week, with Option A, B, C? Ms. Quillen said I can, however, if it does need to go into the packet by tomorrow, because DA Weed had asked that I have all of the information available because he is doing the Agenda and I am still working to put together some of that information. I am going to go back to the Library to pick up my computer to work from home this evening to gather the rest of that information so that it is available for him for the packet. Mr. Weed said this can be agenized the same way that it is today for next week. It just needs to be agenized. The packet and information contained therein can be updated and it doesn't have to be posted by the 3 business days by 9:00 AM before the meeting. If it agenized this way, things can be added and updated to the packet, whether it is some sort of options or whatever. We can give the board the same ability that they had today and to consider things like the board is talking about. Chair Kelly said is my understanding correct that so long as the information is made available to members of the board at the same time that it is made available to the public, then that is acceptable? Mr. Weed said yes. If the Agenda has been published and, obviously, typically, there is a packet with it, if it is provided and it can be added to the packet and then it would just be updated and, therefore, available to both the public online and to the board at the same time. Chair Kelly said that sounds like there is a little bit more flexibility in the deadline. Ms. Quillen said would you like me to make these options assuming a 40 hour week open to the public? That would help to guide me in giving you a variety of options to consider.

Chair Kelly said, from my perspective, I get very concerned about conversations about cutting library hours period. I worry that, when you cut something, it is a lot easier to cut it and to say it is temporary and it will be reinstated after a certain amount of time or when staffing allows. It is a lot easier to cut things than it is to put them back. With that being said, I am not interested in saying to you to build the schedule this way or within these limitations. I think that there have been some interesting ideas brought up, like the idea of having parking lot pick up with just a

single staff member on, and those things could potentially be used at the start of the day between this hour and that hour and then it opens for business. I don't want to put a constraint on you as far as how you can creatively approach the schedule in a way that has as little impact on patron access as possible, while also being something that is manageable, especially taking into consideration some of the temp hiring situations or potential from cross-over from other county departments for overtime. Ms. Quillen said I understand. I am just looking at what we currently have, which is about 110 hours just with a brand new employee in place and, yes, hopefully, Manpower will come through and we would be able to start somebody very soon if that works out. I am happy to provide several different options. I just wanted to have some parameters.

Chair Kelly said it sounds to me like this is just a discussion and that the decision-making will happen next week. Is that how others are feeling? Trustee Rowe said it sounds like that is the direction that we can go, unless there is an emergency situation. That gives us a chance to review a variety of variables and some material that you will have time to bring to us. Our help is available to you, so if you need to task us in any of the calls or to help you in gathering information, we are happy to do so.

Trustee Petteruti said I think we could also bring some suggestions ourselves for discussion. We don't have to dump it all on C.L., do we? Maybe if we collectively come up with suggestions, like Ashlee said with the COVID hours, maybe that will provide more options for consideration and will help. C.L. was not here for COVID, so she doesn't know what we did.

Chair Kelly said I also feel like library hours and patron access is certainly something that I think our patrons and our public care very deeply about, so if we were to decide that we were going to be making a decision at this juncture, I would want to make sure to open it up for public comment to hear additional perspectives from patrons and from the community who will, ultimately, be impacted. Trustee Petteruti said that is a good point because we might not even be able to resolve it next week as a board to actually vote on something.

Chair Kelly asked if there were any other thoughts about Item 7-C but there were none.

Public Comment:

Chair Kelly asked if there was any public comment. Kieran Kalt said I was just talking to Zip Upham. As a teacher, I would always have military members come in to help volunteer. I was wondering if we could look into that. Some of them might even want to volunteer a lot of their time. You just never know. I would be willing to ask them with somebody if you would like. I have a good rapport with them out there. Also, high school or Oasis school students have to do community service. Did anybody look into that prospect? I could help with that also being a community involvement person and even with the Fallon Youth Club. The other thing is that I know there was an individual who talked about security and safety with the kids getting out of school and causing havoc at the Library itself. We have a Safety Officer at the middle school and high school. Could they drive by or check in to see if things are okay? There is no way that you can expect two people at the Library trying to adjust all of that, so that would be my guidance. Hopefully, you can look into that and we can solve a few matters.

Katelyn Hansen said we can talk as much as you would like about cutting hours and whatnot to try to make the Library work but I think the real issue is why is there a mass exodus of employees? There have been 5 employees to leave since the beginning of this year, leaving only 3 left, including C.L. I think that is the main issue that needs to be discussed and resolved. If we don't have employees leaving, we are not having an issue with the hours that the Library is open.

Doris Dwyer said I am a retired Professor of history at Western Nevada College and former Library Board member. I would like to return to Agenda Item 7-A. I reviewed the videotape of the last board meeting so that I would have some background about this. I am concerned with the anonymity of so many of these comments. Two of the board members, at the last meeting, referred to a number of communications that they had received. Kelli was more specific and said that there was a Churchill County departmental comment that she had received. I would hope that these people who are contacting board members would be encouraged by the board members to attach their names to the comments that they have because I am very concerned, as the stakes are very high for C.L. I don't think anonymous comments should be considered in any shape or form. Part of my concern was addressed with some of the public comments that I read but the ones that I had access to today there was no consensus, by any means, on this issue. My other concern is the speed with which this has come up. I hope that I have the timeline right. Correct me if I'm wrong but C.L.'s probationary period was one year and the evaluation is based on that year. It seems like most of these comments have come in after the probationary period. Am I right? Chair Kelly said we are limited. You have the opportunity to make public comment but we don't respond. Ms. Dwyer said these comments that are coming in now should be considered in the next evaluation because the first evaluation is based on her first year. These comments seem to be coming in after that. I am a little bit concerned about that. I didn't hear everything because I don't have my hearing aides in. Is there going to be a reconsideration of this 7-A issue or are you going into closed session? I could not hear. Chair Kelly said our DA's representative identified that these conversations are mandated by statute to be done in open meeting. We removed Item 7-A from the Agenda and will be considering that next week at the May 16th meeting at 3:00 PM. There were no further public comments.

Chair Kelly said I want to say to everyone here and to those watching online thank you. I know that while our opinions might vary, we are all here because we care about the Library deeply. That is something that has occurred to me very strongly over the last few weeks.

Adjournment:

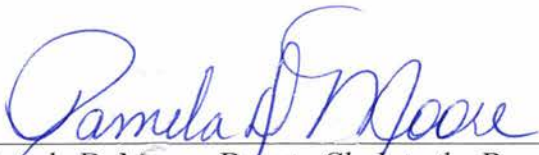
The meeting was adjourned at 5:17 PM.



Vice-Chair Jo Petteruti

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ATTEST:


Pamela D. Moore, Deputy Clerk to the Board