

May 23, 2024

The Churchill County Library Board of Trustees held an emergency public meeting on Thursday May 23, 2024, at the Churchill County Administration Building, Commissioner's Chambers, 155 N. Taylor Street, Fallon, NV. The meeting was scheduled to begin at 8:00am.

REGULAR AGENDA ITEMS

- 1. Call to Order:** @ 8:00am, Jo Petteruti
- 2. Pledge of Allegiance**
- 3. Public Comment?** Any written public comments that have been submitted for the meeting are included in the meeting packet. Acting Chairperson Jo Petteruti opened the floor to anyone wishing to make a public comment.

Katelynn Hansen made a public comment that was critical of Director Quillen's leadership and of the Library Board for letting the situation deteriorate to its current state.

4. Roll Call of Members:

Present were: Trustees Ashlee McGarity, Jo Petteruti, Tara Price-Gritzmacher, and Jessica Rowe; Library Director C.L. Quillen; and Deputy District Attorney Jeff Weed.

Other officials present: Churchill County Commissioner Myles Getto, Churchill County Manager Jim Barbee, and Churchill County Human Resources Manager Chris Spross

Absent: County Commissioner Bus Scharmann

- 5. Verification of the posting of the agenda:** Verified by Pam Moore, in accordance with Emergency Meeting statutes.
- 6. Consideration and possible action – Approval of agenda:** Revision: None
Deputy DA Jeff Weed clarified for the record that this meeting is an emergency meeting to address short staffing issues at the Churchill County Library and the impact on the health and safety of the public and remaining staff.

A motion was made to approve the agenda as presented by Tara Price Gritzmacher, seconded by Jessica Rowe. All in favor.

7. New Business

- A. Consideration and possible action – Update on Library schedule and hours, including action to ensure the Library maintains the current schedule and hour or action to reduce or modify the library hours and schedule up to and including temporary closure of the Library.**

Trustee Rowe opened the discussion by asking for ideas regarding a possible plan. Director Quillen shared ideas that included a previous employee returning as a volunteer, as well as continued discussion regarding a temp hire from Manpower. She added that the previous employee/volunteer plans to apply for an open position as appropriate, and the Manpower contract situation is unclear but still being pursued.

Additionally, Director Quillen noted her workers compensation situation limits time on her feet to 10% of the day.

As far as hours are concerned, Director Quillen suggested the library be closed an extra day. Her recommendation was that the library be open Tuesday-Saturday, and close Sunday and Monday.

Further discussion included time needed to address administrative needs and programming. Director Quillen shared that she does not have a background as a children's librarian and could not run story time, and that another staff member has been managing volunteers so she would need extra time to do that along with her other regular administrative duties.

HR Manager Spross expressed concern over safety of staff and patrons given the proposed staffing and hours, noting specifically Director Quillen's workers comp restrictions and the inconsistency of volunteers. He also noted concerns that programs would suffer and cause negative feelings that linger. HR Manager Spross suggested "ripping off the Bandaid" and closing until the problem is addressed.

Trustee Petteruti shared the idea of closing for June and coming back full force. Commissioner Getto reminded the Board that the personnel positions are not effected by the budget cut requests. Additionally, after being asked by Trustee Rowe for a timeline for the hiring process, HR Manager Spross said that it depends on many factors but it can take a minimum of 30-45 from the time a position closes to have an employee in place. He shared with the Board that there are currently 6 applications for the current opening.

Further discussion included thoughts of forwarding the previous employee volunteer to Manpower, and taking time the library is closed to train volunteers and completing other immediate administrative needs like contracting with Manpower.

A motion was made by Jessica Rowe to close the library May 24-31, until we receive updates at the special meeting next week, with that time closed being used to train volunteers and contract with Manpower.

8. Set date and time of regular/special Library Board meetings:

The next board meeting will be a special meeting held Friday, May 31, 2024 at 3pm, with the location to be determined and posted publicly as soon as it is available.

Public Comment –

Katelyn Hansen made an additional public comment pleading for the Board to address the underlying issue.

Director Quillen commented to clarify that the staff who left included one employee who retired and one who is trying to return.

Adjournment: 8:38am, Jo Petteruti

Respectfully submitted,

Ashlee McGarity

June 12, 2024