

MINUTES OF THE CHURCHILL COUNTY LIBRARY BOARD OF TRUSTEES

155 N. Taylor St., Fallon, NV 89406

October 4, 2024

Call to Order:

The special meeting of the Library Board of Trustees was called to order at 8:00 AM on October 4, 2024.

Pledge of Allegiance:

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

Public Comment:

Chair Rowe asked if there was any public comment. Mattie Serna said I read the Conduct Policy and the other policy and I have a few comments and things I hope will be addressed. In the suspension policy, it lists a bunch of things that people are not going to be discriminated for, race, etc. Age was not listed in there and I wondered if you would consider adding age to that list of protected classes. I had a few questions about the Conduct Policy specifically. Who is the Conduct Policy directed at? Are all of the library patrons capable and reading and understanding that policy? Where will it be posted? Will it be posted in Spanish? I think it is very important that it be posted in the library. As I was reading through that, it was not very easy to read. I am a very good reader and it has the word traducing and I had to look up what that meant. I have never heard that word. I think that is worrying. I am very educated and I read a lot and, if there is a word in there that I have never heard, then maybe we should look at making it easier for all of the library patrons to understand.

Ms. Serna said I also go to the library a lot and I know that we are working through things, so I want to be very supportive of the library staff, as I think everyone is doing a wonderful job, but the parking situation is hard. In the policy, it mentions not hanging out on the porch in a way that impedes patrons from getting access and the parking situation is difficult and it is a little intimidating when so many people are standing on the porch. Maybe even asking them what are you here for is mildly intimidating. I hope that doesn't become the standard way of business indefinitely because I don't love it. One time, I was going in and I knew there was some kind of problem and everyone was dealing with it as best as they could, but my kids were inside and I was going back in because I had run an errand. There were people on the porch and it looked like there was some kind of problem and I tried to ask what was happening and if it was okay that I go in but I didn't get a response. Eventually, I just went in but people were right in front of the door and I had to sneak around them and I was quite uncomfortable. I know that this was an unusual situation but I was still uncomfortable. I just want to reiterate that I think everyone at the library is doing a great job and you guys are doing a great job. I want to support the library, not just criticize it.

Roll call of members:

PRESENT: Trustee Jessica Rowe, Chair
Trustee Ryan Swirczek, Vice-Chair
Trustee Sari Koehler, Secretary
Trustee Sue Segura
Commissioner Myles Getto
Library Director Carol Lloyd
Senior Civil Deputy District Attorney Jeff Weed
Deputy Clerk of the Board Pamela D. Moore
Deputy Clerk Crystal Muschetto

ABSENT: N/A

Verification of the Posting of the Agenda:

It was verified by Pamela D. Moore, Deputy Clerk of the Board, that the Agenda for this meeting was posted on the 27th day of September, 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 Ryan Swirczek made a motion to approve the Agenda as submitted. Trustee Sue Segura seconded the motion, which carried by unanimous vote.

New Business:

A- Consideration and possible action re: Discussion, direction, and action to address the conduct and behavioral issues occurring at the Library.

The board will discuss and provide direction and action to address the conduct and behavioral issues occurring at the Library.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED:

Library Director Carol Lloyd said what you have in front of you are two policies that we are putting forth. For informational purposes, these are the first two steps in working through the process. The county is working with the city and the school district to come up with a way to deal with some of these issues. That is in the process right now. There have been a couple of things discussed and that stuff is in the works.

Trustee Segura thanked Carol for doing this. This is a great policy and it is long overdue. I too pulled up at the library and there were so many kids sitting on the steps, although I am not intimidated by kids, and I finally told them to move apart to allow me to enter. I agree with you, Ms. Serna.

Trustee Rowe said what I am seeing from the actions that we are taking today is that we need to lay some groundwork in order to support the staff and the patrons who are using the library in a more sustainable and permanent way. This is one of the things that we have not had in a policy for a while. Making this step will help us with any enforcement that we may need to do and any

form of assistance on the behavior. We would like to be able to support our incoming Director and support the people who are working there and then make it so that there are more sustainable solutions for things like Ms. Serna was talking about so that we have something that we can put into place long term.

B- Consideration and possible action re: Approval and adoption of the Churchill County Library Conduct Policy.

The board will consider adopting the Churchill County Library Conduct Policy. The Policy has been included in the Agenda packet.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Adopt

Library Director Lloyd said the goal was to address the behavioral issues but not target it to any particular age but, rather, address behavioral issues across the board. Again, the goal is to ensure the ability for library staff to do business and that the staff and patrons who use the library have the ability to come in and use it in a way that a library is supposed to be used. We pulled out some specific things that were sort of obvious, like the skateboard/scooter thing on the porch and that kind of thing but it all comes back to being able to conduct library business in the way that we need to in order to benefit our community.

Trustee Rowe said, as I reviewed this behavioral policy, most of these things seem fairly straightforward to me. I think that, in all of the cases that we have described here, these are some of the issues that would interfere with either the described use of the library by all of the members of the public or would interfere with safety. This looks very much like a public policy or conduct policy that we would use, for example, at the college where I work. A lot of the language is very standard. To Ms. Serna's point about words like traducing, it would not hurt to change that but, in the policy as written for our policy book, if we needed to post something in the library that is a version of this for people to see and then hand something out on cards and provide this to the public, so I don't think there is much that we need to make a shift to. Is there anything that we would lose by changing traducing to some other terminology there, such as threatening, quarrelling, challenging to fight? I think that most of what we need is understood there.

Civil Deputy DA Weed said most of these actions are essentially encompassed in the second bullet point and the last bullet point. The second bullet point for disturbing the peace or quiet, all of that language comes from NRS 203.010, which is the disturbing the peace statute. We have tried to base our policy on violation of the law. The language in the last bullet point also comes directly from statute. These others were pulled out to specify issues that we have been having at the library. That language is sort of legalese or funny language that we do not use in our everyday vernacular but that language is directly from the statute. It could be modified or described or discussed further.

Chair Rowe said I can see the legal origin of the language. I think one of the ways that we have solved this in the past for the public is to have, when we put placards out or when we put

materials out, we have a shortened version of this that gives us bullet points so that the public can understand what we are doing and we do not change the core of what we are asking for here, we just give the suggested behaviors and the prohibited behaviors in a very clear straightforward way. This lives in our own policy and we can use it. I don't have a problem with it as it is written. Does anybody else have anything that they would like to talk about with this?

Trustee Swirczek said I agree with the policy. I didn't see anything wrong with it. I think this is a good policy to have at the library.

Library Director Lloyd said all of our policies are on the website. If you haven't looked at them as board members, I would recommend that you do. We pull them out when we need them. That is pretty much standard for the way libraries operate.

Chair Rowe said I also really appreciate from this policy that this is focusing on behaviors that we would like to address rather than on individuals or any individual characteristics, such as age. I know that we have been putting a lot of focus into the safety and the conduct of our younger population as they use that library, and we want them to continue to do so, but this isn't targeted at any one age group or any one demographic. We need to make sure that we understand that these are the sorts of things that would interfere with our safe operation of the library. I think that this focuses on our responsibility to maintain that safety and maintain a space where we can allow the public to come in and use the library.

Trustee Sue Segura made a motion to approve and adopt the Churchill County Conduct Policy as presented. Trustee Ryan Swirczek seconded the motion, which carried by unanimous vote.

C- Consideration and possible action re: Approval and adoption of the Churchill County Library Refusal of Service Policy.

The board will consider adopting the Churchill County Library Refusal of Service Policy. The Policy has been included in the Agenda packet.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Adopt

Chair Rowe said this is also a policy that we have not had in place but will need to have in place in order to give us the guidelines and the direction that we need to be able to put some consequences into place for people that violate the Conduct Policy.

Library Director Lloyd said this policy was drafted from a policy that the county already has in a general policy that we tweaked to speak specifically about the library.

Civil Deputy DA Weed said I had one question brought to me, which I would like to address, regarding the appeal timeline. To describe how that would happen, once someone receives notice of a suspension of services, they would have ten (10) days to provide notice of appeal to

the Library Director. From that time of notice, it would then be thirty (30) days that this board would have to hear that appeal and make a decision. It would not have to be a very quick turn around. They would have time probably within the normal course of having a hearing, where you meet at least once per month, to hear that and make a decision on it. If it comes before this board and the board upholds the suspension, the individual can then provide notice to the Library Director and it can go before the Board of County Commissioners to make the ultimate decision on whether or not to uphold that suspension or not. That is how that timeframe would work. It would not be a situation where you have to call a meeting super quick but it would be in the normal course of things.

Chair Rowe said, as I read this policy, this is the second part of the toolset that we need in order to be able to maintain the safety of the library. Whenever we put in a Conduct Policy, we also need to let the public know what it looks like when someone has violated that policy to an extent that they must then be suspended from service for a time. Part of the purpose of this kind of a policy is to make sure that everybody that may run to the wrong side of this understands the process of appeal and understands the way that they can advocate for themselves in this situation. We do not want any of these things to be a mystery to anyone who may end up in this process. We also want to be able to let ourselves know what sorts of things we have at our disposal to be able to enact the things that we need to. I think that this clarifies it. It is very standard and looks a lot like policies that I have seen and used in the past. To Ms. Serna's comment about the protected classes, it is fairly standard to the protected classes or notification of protected classes and adding age to the protected classes does not create heartburn to me if anybody needs to see that happen too because we are focusing on conduct. It is standard language, so I didn't even notice it when I read through it. Is there any further discussion?

Trustee Koehler said my only comment is, down at the bottom where it says it will be considered by the Library Board of Trustees, I would like that to be held in a public meeting because I do not know if everybody knows that we have to meet in a public meeting, as it is the law. If I were the person in question, I would like to know that I have an appeal process but I would also like to know that it would be held during a public meeting.

Civil Deputy DA Weed said it would have to be conducted in a public meeting pursuant to NRS 241. There wouldn't be an issue with that and I think if you just added the language: "...will be considered by the Board of Trustees in a public meeting pursuant to NRS 241". Something like that could definitely be added.

Trustee Sari Koehler made a motion to approve and adopt the Churchill County Refusal of Service Policy with the stated revisions to include age as a protected class and the appeals to be heard by both boards in a public meeting. Trustee Sue Segura seconded the motion, which carried by unanimous vote.

Public Comment:

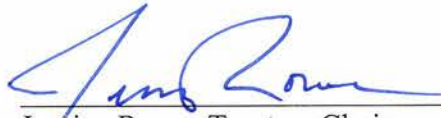
Chair Rowe asked if there was any public comment. Mattie Serna said I want to say thank you so much for taking into consideration my suggestions. I really appreciate that.

Chair Rowe expressed her intense gratitude at the work that Carol and the county have done on behalf of the library. This has been much needed. I know that we do not often see the amount of work that goes into this but I know that they have been spending hours on this, so I really appreciate the attention to detail that they have given us and the attention to the safety of the public.

Adjournment:

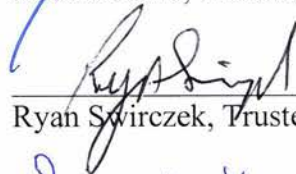
The meeting was adjourned at 8:23 AM.

Approved:



Jessica Rowe, Trustee, Chair

Approved:



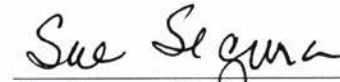
Ryan Swirczek, Trustee, Vice-Chair

Approved:



Sari Koehler, Trustee, Secretary

Approved:



Sue Segura, Trustee

ATTEST:

Linda Rothery, Clerk/Treasurer



Pamela D. Moore, Deputy Clerk of the Board