

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF THE MEETING OF THE
LIBRARY BOARD OF TRUSTEES**

Day: Thursday
Date: March 14, 2024
Time: Beginning at 5:30 pm
Location: Community Center, Robert 'Bob' Crowell Board Room
851 E. William St.
Carson City, NV 89701

AGENDA

NOTICE TO THE PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the Library Board of Trustees meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

NOTICE TO PUBLIC:

The public may provide public comment in advance of a meeting by written submission to the following email address: jholt@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

Notice to persons with disabilities: Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please notify the Carson City Library Administrative office in advance so that arrangements may be made. Requests may be made in writing and addressed to the office at 900 N. Roop St., Carson City NV 89701, or by calling 775-887-2244, ext. 7554.

Agenda Management Notice: Below is an agenda of all items scheduled to be considered. Notice is hereby provided that items on the agenda may be taken out of order, two or more agenda items may be combined for consideration and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

I. Call to Order - Roll Call

II. Public Comment

Members of the public who wish to address the Library Board of Trustees may come forward and speak on any topic that is relevant to or within the authority of the Library Board. The Board respects the right of citizens to present differing opinions and views. Comments may be limited to three minutes per person. If you believe your item requires extended discussion or action, you may ask a member of the Board to place it on the Board’s agenda for a future meeting. No action may be taken on a matter

raised under this item of the agenda unless the matter is noticed on a Board agenda as an item on which action may be taken. In accordance with the Open Meeting Law, the Chairperson may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

III. FOR POSSIBLE ACTION – Approval of minutes of previous meeting (February 22, 2024).

[Click Here for Staff Report](#)

IV. FOR POSSIBLE ACTION - Library Board of Trustees Business

- IV.a FOR POSSIBLE ACTION – Presentation, discussion and possible action regarding a draft letter to the Nevada State Library and State of Nevada Department of Administration requesting the Governor to consider recommending more funding for the State Library Collection Development grant-in-aid program.

Staff Summary: The Carson City Library is a recipient of an annual grant-in-aid award under the Nevada State Library, Archive, and Public Records Collection Development grant program. The grant program provides State funds to assist Nevada public libraries with developing and expanding their collections per Nevada Revised Statutes 378.087. The Library Director has provided a copy of a letter regarding this matter prepared in January 2022, along with an attached, updated draft letter for the Board's consideration, input, and potential action.

[Click Here for Staff Report](#)

- IV.b FOR POSSIBLE ACTION: Discussion and possible action concerning the process by which the annual unclassified job performance appraisal and evaluation will be completed for the Library Director and the information and assessment tools to be gathered and utilized in advance of the appraisal and evaluation, including, without limitation, surveys to be completed by Library personnel.

Staff Summary: The Carson City Library Board of Trustees has the duty to complete an annual job performance appraisal and evaluation of the Library Director on or before July 1 of each year.

[Click Here for Staff Report](#)

V. INFORMATION ONLY - Library Director representative administrative reports

- V.a FOR DISCUSSION ONLY: Administrative reports of Library Director consisting of reports concerning general fund, gift fund, grants, staffing updates, programming and outreach events for January and February 2024, matters of safety and updates on Carson City Library administrative activities since the previous reports.

[Click Here for Staff Report](#)

VI. INFORMATION ONLY - Board Members announcements & request for information.

VII. Public Comment

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VIII. FOR POSSIBLE ACTION - Adjournment

*Copies of the reference material and any additional supporting material will be made available at the Carson City Library, located at 900 N. Roop St., Carson City, NV 89701 or by contacting Joy Holt, Library Director at 775- 283-7554 or jholt@carson.org. Copies of any such materials will also be made available at the meeting site. **In accordance with NRS 241.020, this agenda has been posted before 9:00 a.m. three working days before the day of the meeting at the following locations: Carson City Library, 900 N. Roop St., Carson City, NV 89701 Carson City Library Website: <http://www.carsoncitylibrary.org/about/board/meetings-and-notice> Nevada Public Notice Website: notice.nv.gov.