

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

**Day:** Thursday  
**Date:** June 13, 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](http://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](mailto: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 (May 9, 2024)**

III.a FOR POSSIBLE ACTION – Approval of minutes of previous meetings (May 9, 2024).  
[Click Here for Staff Report](#)

### **IV. FOR POSSIBLE ACTION – Library Board of Trustees Business**

IV.a FOR POSSIBLE ACTION - Discussion and possible action regarding the election of a chairperson for the Library Board of Trustees ("Board").

Staff Summary: Article III of the Library Bylaws require that a chair and a vice-chair be elected from the trustees at the first regular Board meeting of the fiscal year for a one-year term. In case of a vacancy, the Board must elect a new officer at the next meeting. Chairperson Balderson has submitted her resignation from the Board and the Carson City Board of Supervisors has appointed Deborah Case to fill a partial term that will expire in June 2027.

[Click Here for Staff Report](#)

IV.b INFORMATION ONLY: Library Board of Trustee Appointments (June 6, 2024)

Staff Summary: As provided by Nevada Revised Statutes, Chapter 379, a vacancy on the Library Board of Trustees due to expiration of the term of office must be filled by appointment by a municipality's governing board for a term of 4 years. A vacancy which occurs other than by expiration of the term must be filled by appointment by the municipality's governing board for the unexpired term.

On June 6, 2024, the Carson City Board of Supervisors reappointed Trustee Beth Lucas for an additional 4 year term expiring June, 2028. Deborah Case was appointed to serve out the remaining 3 year term vacated by Chairperson Julie Balderson Knight.

[Click Here for Staff Report](#)

IV.c FOR POSSIBLE ACTION: Discussion and possible action regarding an annual unclassified job performance appraisal and evaluation of the Library Director.

Staff Summary: In accordance with NRS 379.025(1)(b), the Carson City Library Board of Trustees will complete an annual job performance appraisal and evaluation of the Library Director on or before July 1 of each year. Deliberations regarding character, competence and performance relevant to existing, and proposed goals or objectives, may be conducted.

[Click Here for Staff Report](#)

### **V. INFORMATION ONLY - Library Director representative administrative reports**

- V.a FOR DISCUSSION ONLY: Discussion and presentation of administrative reports of Library Director concerning general fund, gift fund, grants, staffing updates, programming and outreach events for June 2024, 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**

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\*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](mailto: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](http://notice.nv.gov).