

## Minutes of the Elko County Library Board

April 21, 2020

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**Date, Time,  
and Place**

The meeting was called to order on Tuesday, April 21, 2020 at 4:11 p.m. via a ZOOM teleconference with Eric Walsh presiding.

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**Attendance**

Russ Orr, Lee Gurr, Robbie Nickel, and Eric Walsh were present via Zoom. Jenny Eckert was not present. Library Director Kassie Antonucci was present via Zoom. Commissioner Eklund was not present. Audience: None

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**Public  
Comment**

There was no public comment.

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**Minutes**

**There were no minutes to approve at this meeting. They will be provided at a later date.**

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**Claims**

**There were no claims to approve at this meeting. They will be provided at a later date.**

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### **COVID-19**

#### **Staff**

- The County has not decided that layoffs are necessary at this time although other libraries in Nevada have been forced to cut their part-time staff.
- The County has asked that we limit staff in the buildings due to one of the emergency declarations and is currently paying special administrative leave to staff to cover their other hours. We are trying to limit staff to full-time only.
- Antonucci indicated that she became ill and decided to pull all staff out of the building in an abundance of caution. Staff were given tasks to work on remotely.

#### **Facilities**

- All libraries are currently closed to the public. Antonucci indicated that they locked the book drops after it became necessary to pull staff out.

#### **Programming**

- The Library has been doing virtual story times and crafts on Facebooks to continue interacting with patrons.
  - We attempted an art contest and received a lot of positive feedback but not a lot of attention.
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## Services

- The library is issuing digital library cards through email and phone calls. Patrons have the option to apply for a full card once we are open again.
- Lexis Nexis is giving patrons free access to the online portals for patrons through the end of May 2020.
- Tumble Books has also provided free database access through the end of August. They reached out to us and we are very grateful.
- Other vendors have also been reaching out offering additional services that we can offer patrons. We are working on getting them ready to go live.

## Budget

- Review and discussion of the Eureka County contract budget for Fiscal Year 2020/2021. The Eureka County Commissioners approved the budget, but we have not yet received an approved contract. We are hoping with them approving the budget that there will not be a problem with the contract.
- Review and discussion of the Lander County contract budget for Fiscal Year 2020/2021. We sent the Lander Commissioners the contracts and indicated that they did not include anything regarding fiber internet as they have not approved a vendor yet. We have not yet heard back.
- Review and discussion of the Jackpot contract budget for Fiscal Year 2020/2021. We are hoping that there will be no changes.
- Review and discussion of the Elko County Law Library contract budget for Fiscal Year 2020/2021; Review and discussion of the Elko County contract budget for Fiscal Year 2020/2021. The County plans to submit base budgets and not approve requests due to the fiscal hardships caused by the shutdown. There is a chance that they may ask for a 10% cut to operating funds, but this has not been confirmed yet. The County has asked that we have a 10% cut on current spending if possible to help with finances next year. The County has also frozen all position and will not be hiring at this time.

Antonucci indicated that the library is looking at cutting databases to help cut back on spending. She also let the Board know that she had reached out to the State Library about waiving the minimum standards. We have currently frozen all non-essential spending to help save what we can, but we normally have a good ending fund balance.

Walsh asked if the County has considered furloughs. Antonucci indicated that she had not heard about anything other than they do not wish to cut staff.

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## Other Matters of Interest

- We have been working on keeping the library website updated. We have created a list of resources regarding COVID as well as digital services that are available to them
- The Library is still helping to encourage the community to respond to the public and Antonucci is still working closely with the Census Bureau.
- Gurr asked how Antonucci was doing with her studies. Antonucci indicated that she is still attending classes and they are set to be finished May 6<sup>th</sup> but graduation will be pushed to August because her final project was pushed into the summer semester. She will technically be done with school in May regardless.
- Gurr asked if bills are still getting paid or if we are having difficulties. Antonucci said yes; all the bills have been forwarded to Peggy's house and she is paying what needs to be paid with the credit cards. There are not many bills at this time because vendors are also shut down. Claims will be available at the next meeting.
- Gurr offered assistance with anything the library needs at the moment; she has been sharing library resources as well. Antonucci let the Board know that right now we are doing well unless there are things the Board would like to see done.
- Antonucci let the Board know that she is very proud of her staff and how they have pulled together during this time.
- Walsh asked about current plans to reopen the library. Antonucci let the Board know that the County currently plans to be closed through May 1<sup>st</sup> and will depend on the State's reopening decisions. When staff are pulled back to work, we will begin cleaning the space, work on the books that have been returned. A lot of how the library proceeds after that will depend on the Governor's plan.

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### **Trustee Business**

- Nothing to report at this time.

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### **Public Comment**

There was no public comment.

### **Adjourn ment**

The meeting was adjourned at 4:41 p.m. The next regular meeting is scheduled for Tuesday, May 19, 2020 immediately after the Law Library Board.

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**DRAFT VERSION: HAS NOT BEEN APPROVED BY THE BOARD**