

Pahrump Community Library

Minutes of the May 20, 2026 Board of Trustees Meeting

**1. Call to order**

Meeting called to order at 10:15 a.m.

**2. Members Roll Call**

In attendance: Chair Michael Runion, Trustee Mathew Morris, Secretary Ann Underdahl, Director Kimberly Thomas, Head of Circulation Barbara, Head of Reference Kit, Acting Assistant Director Jennifer, Michelle Nelson from the DA's Office.

**3. Pledge of Allegiance**

Chair Runion led the Pledge of Allegiance prior to the Call to Order.

**4. GENERAL PUBLIC COMMENT (FIRST): \* (Action will NOT be taken on matters considered during this period until specifically included on an agenda as an action item.)**

Dave Ochenreider said thank you for the new clock and the printouts.

**5. Trustee/Director/Liaison Comments:** - This item is limited to announcements, brief discussions of public comments, correction of factual inaccuracies, direction to staff, or topics proposed for future board meetings. (Lengthy deliberation of topics not on the agenda is prohibited by the Nevada Open Meeting Law).

Secretary Underdahl thanked Mr. Ochenrieder for attending the meeting.

Chairman Runion asked Director Thomas to find information in old meeting minutes regarding the back lot that was gifted to the library with the purpose that it would become a Friends of the Library Annex. He would like to make sure that we would be following that stipulation should we develop that lot.

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With no further comment, Item 5 is closed.

6. Approval of May 20, 2026 Agenda (Non-action item)

Chair Runion moved items 12 & 13 above item 8.

Item 7 is struck as there are no emergency items.

7. **For Possible Action:** Emergency Items

Item 7 is struck as there are no emergency items.

12. **For Possible Action:** Discussion and deliberation on whether the library will pay employees' share of cost on all available health plan options beginning July 1, 2026.

There was no public comment.

Chair Runion asked to hear from employees.

Ms. Nelson asked if the library already paid for some of it. She asked that Director Thomas explain how it's handled right now and perhaps give some direction to the board.

Director Thomas stated that it's all paid regardless of what plan they are on. The county is changing it for their employees starting July 1<sup>st</sup> and they offered her the option of changing what the library does. There are five full-time employees on the \$500 deductible plan right now. If the library goes with what the county is doing, it will cost each employee \$143.22 per payday, which is \$286.44 per month.

Chair Runion asked if any employees had any comments.

Kit stated that he doesn't like the idea of paying more.

Jennifer stated that she is on her husband's insurance.

Barbara stated that she has insurance through the library and that health is important.

The item was opened to board comment.

Secretary Underdahl stated that her daughter's insurance recently changed, and she had to make a decision to go on the ACA to make it affordable. She said that even though there are some employees that are on insurance plans, this change would impact all upcoming employees as well. It would basically be a \$288 pay cut and could impact their quality of living.

Trustee Runion asked if it was the state that changed it. Director Thomas stated that it was the county changing what they are doing for their employees, but the library district doesn't have

to do what the county does. She was offered a choice, and it was presented to the board. She would like to see the library continue to pay for it. Trustee Runion asked if it would increase or decrease what is being paid now, and Director Thomas stated that there would be no change. She stated that it was a cost saving measure for the county. They were willing to pay \$892.58 for their plan and the employee has to pay the difference, only if they are on the \$2,500 deductible or the high-deductible plan. Director Thomas stated that this is only for health insurance, it does not include vision. Trustee Morris stated that it doesn't affect the library financially and Director Thomas stated that was correct, and she thought it should stay the way it is.

Secretary Underdahl asked if an employee is required to get their insurance through the library or if they can get it through other avenues. Director Thomas stated that there are some employees who have opted out. She stated that everyone who has benefits has opted for the \$500 deductible.

Trustee Morris said that a precedent has already been set by the library paying it and he doesn't see why it should be changed.

Secretary Underdahl said it would be something that would influence an employee's decision whether to stay with the library or move elsewhere. She believes it would be very good for employee relations.

Chair Runion stated that he sees why the county is changing, due to being overbudget. But the library has a healthy budget. He said that he doesn't see a need to make this change to save money. He made the motion to continue to pay the employee share of costs of all available health plan options beginning July 1, 2026.

Trustee Morris seconds.

Secretary Underdahl, Trustee Morris, and Chair Runion all vote yes. The measure passes 3-0, with 2 absent.

13. **For Possible Action:** Discussion and deliberation on whether the library will provide hotpots for patron checkout.

Chair Runion made a motion to approve Item 13.

Secretary Underdahl seconds.

The motion is opened for public comment. There is none. Public comments are closed.

Item moves onto board comments.

Chair Runion asked Director Thomas what the cost was going to be.

Director Thomas stated the library did have 30 hot spots at one time, but that went down to 22 because they were not returned. Director Thomas read the pricing included in the backup. She

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got prices for 10 hotspots based on the number of checkouts that happened the last few months that they were available. In June 2025, there were 5 adult hotspots and one student hotspot checked out. In July 2025, there were 7 adult hotspots and one student hotspot checked out. In August 2025, there were 5 adult hotspots and one student hotspot checked out. The difference between them is that the student hotspots have filters on them. The pricing depends on whether it is a 4G or 5G hotspot. Chair Runion asked if there was a data limit on either plan, and Director Thomas stated that there was not, that they are for unlimited data. Secretary Underdahl stated that she believes that it would be a good thing to offer to the community but that the wi-fi extends to the parking lot. Her concern is for homeschoolers who do not have wi-fi at home and about the library not having hotspots available for them. Chair Runion asked if the staff had any comments.

Barbara stated that while the hotspots were a fortunate item for patrons, however some would be returned late or with missing parts or not returned at all. They were helpful to the public, but they were a lot of upkeep for the staff.

Kit likes the idea of having them available for homeschooling and also for seniors with mobility issues.

Jennifer agreed with Barbara that they are a great thing to have available, but it is a lot on the staff when they are checked out and returned.

Ms. Nelson asked if they check one out and don't return it, is there a way to turn off the hotspot. Director Thomas stated that they can be turned off. She also stated that an issue some libraries have is that people will keep the hotspot and put a different SIM card in it. T-Mobile stated that if she keeps track of the IMEIs with the phone numbers, there is a way to basically brick the device so that they cannot do that.

Chair Runion stated that she answered his question. He asked if Trustee Morris had any comments.

Trustee Morris asked if someone could check one out and put it in their RV and drive across the country. Director Thomas answered yes. He stated that there is a chance for potential fraud by taking out the SIM card and inserting a new one.

Director Thomas mentioned that there are programs for low-income households, in which you have to meet eligibility requirements, but that will provide a SIM card or provide service for hotspots for about \$15 a month. She stated that people will check one out, not return it, and they will not return to the library.

Trustee Morris asked if considering all that has been said, it isn't really helping the community. Secretary Underdahl stated that it is helping the fraudsters. She asked if there was a process where if someone has an overdue item, are they contacted to let them know. Director Thomas answered yes. She said that some people received phone calls and just never returned them.

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Ms. Nelson asked if part of the policy stated that if the hotspot wasn't returned in 30 or 60 days, it would be turned off. Director Thomas stated that she is not aware if it was ever an official policy. There is a hotspot agreement that they have to sign, but she doesn't recall what it says. She stated that if more hotspots are purchased, the agreement will have to be something that is worked on.

Ms. Nelson recommended that Director Thomas work on that agreement and bring it back to the board. Then the board could consider the policy and the agreement if the board decides to move forward.

Chair Runion asked for direction from Ms. Nelson regarding tabling the measure. She stated that the measure can be tabled and be put back on the agenda once the policy has been developed and reviewed by legal.

Secretary Underdahl withdrew her second.

Chair Runion withdrew the motion with the intent to bring it back at another time with the policy in hand.

8. **For Possible Action**: Discussion and deliberation to approve or amend and approve the meeting minutes for April 13, 2026.

Chair Runion made the motion.

Secretary Underdahl seconds.

The motion is opened for public comment. There is none. Public comment is closed.

Item moves onto board comments.

Director Thomas has no comment.

Secretary Underdahl has no comment.

Trustee Morris has no comment.

Chair Runion has no comment and calls the question.

Chairman Runion, Trustee Morris and Secretary Underdahl all vote yes. The measure passes 3-0, with 2 absent.

9. **Presentation**: Treasurer's Report by Kimberly Thomas for discussion of monthly expenditures and revenue for April 2026 through May 2026.

Director Thomas reads from her report as found in the backup.

10. **For Possible Action**: Discussion and deliberation to approve or amend and approve payment vouchers for April 2026 through May 2026.

Director Thomas reads from her report as found in the backup.

Chair Runion stated that he didn't know that Ancestry services were offered and wanted to know more about it. Kit stated that it was the library edition of Ancestry.com and that anyone could come into the library and use a library computer to access it. He also stated that he teaches a class once a month to people that want to learn how to use the system.

Chair Runion asked how things were going with Constant Contact. Director Thomas said that she had called to cancel because there hadn't been any time to set it up, but they set up a meeting instead to learn some basic principles. She has another set up to learn a bit more and after that she would decide to continue or cancel.

Secretary Underdahl had no questions.

Trustee Morris had no comment.

Chair Runion asked if there was any public comment. There was none. He then calls the question.

Chairman Runion, Trustee Morris and Secretary Underdahl all vote yes. The measure passes 3-0, with 2 absent.

11. **Presentation:** Librarian's Report by Kimberly Thomas for discussion on library activity for April 2026 through May 2026. Report activities include staff activities and training, library project updates, patron traffic, books checked out, books returned, fees collected, STEAM, internet use, website usage and materials added.

Director Thomas reads from her report as found in the backup.

Chair Runion congratulated the head of the Youth Department on the great children's programs and the Heads of Circulation and Reference for completing their courses. He thanked Director Thomas for attending the conferences. He asked that last year's statistics be added to the summary so he could see them and compare them.

Chair Runion stated that a recess will be called due to Mr. McArthur running late.

Item 14 was opened so Mr. Ochenreider could make a public comment since he was unable to stay until Mr. McArthur arrived.

14. **For Possible Action:** Discussion and deliberation to review the tentative budget for fiscal year 2026-2027 for the Pahrump Community Library District.

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Mr. Ochenreider recommended that when the library director provides the input on the financials that the general fund and capital improvements be added. He also recommended that the Friends of the Library be removed since it is no longer active.

Ms. Nelson asked if the backup was prepared by Director Thomas or Mr. McArthur. Director Thomas stated that it was prepared by Mr. McArthur with her input.

Ms. Nelson stated that Mr. Ochenreider's comment will also have to be addressed with Mr. McArthur.

Chair Runion called a recess at 11:12 a.m.

Chair Runion called the meeting back to order at 12:08 p.m.

Daniel McArthur presented the budget as found in the backup.

Trustee Morris stated that there is a tentative five-year plan, but there is a possibility that the library may want to build a media center on the back lot. He asked how that could be funded.

Mr. McArthur stated that the money would have to be moved from the general operating fund to the capital projects fund, and that it would have to be earmarked for that specific purpose. He stated that it would be good to have an estimate of that cost and add it to that fund over the next several years. The state requires a five-year capital improvements plan be sent to them at the end of July, but when the plan goes in, it has to correspond with what is in the budget documents.

Secretary Underdahl had no comment.

Chair Runion thanked Mr. McArthur for his help.

Chair Runion made a motion to approve the tentative budget.

Trustee Morris seconds.

Item opened for public comment. There was none.

Item was opened for board comment. There was none.

Chairman Runion, Trustee Morris and Secretary Underdahl all vote yes. The measure passes 3-0, with 2 absent.

**15. GENERAL PUBLIC COMMENT (SECOND): \* (Action will NOT be taken on matters considered during this period until specifically included on an agenda as an action item.)**

There was no public comment. The item was closed.

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- 16. Trustee/Director/Liaison Comments:** - This item is limited to announcements, brief discussions of public comments, correction of factual inaccuracies, direction to staff, or topics proposed for future board meetings. (Lengthy deliberation of topics not on the agenda is prohibited by the Nevada Open Meeting Law).

Director Thomas thanked Mr. McArthur for coming out.

Secretary Underdahl thanked Mr. Ochenreider for attending and Mr. McArthur for coming and putting things in terms that can be understood as it helps us to plan forward.

Trustee Morris thanked Mr. Ochenreider and Mr. McArthur for coming.

Chair Runion thanked Mr. Ochenreider and Mr. McArthur for coming. He asked that Director Thomas meet with him to discuss the policy on hotspots before the next board meeting.

### **17. Adjournment**

Meeting adjourned at 12:35 p.m.

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Minutes of the May 27, 2026 Board of Trustees Special Meeting

**1) Call to order**

Meeting called to order at 10:02 a.m.

**2) Members Roll Call**

In attendance: Chair Michael Runion, Vice Chair Christopher Salute (arrived late), Secretary Ann Underdahl, Trustee Mathew Morris, Trustee Terri Bell, Director Kimberly Thomas, Acting Assistant Director Jennifer, Head of Reference Kit.

**3) Pledge of Allegiance**

The Pledge of Allegiance was led by Chair Runion.

**4) GENERAL PUBLIC COMMENT (FIRST): \* (Action will NOT be taken on matters considered during this period until specifically included on an agenda as an action item.)**

There were no general public comments.

**5) Trustee/Director/Liaison Comments:** - This item is limited to announcements, brief discussions of public comments, correction of factual inaccuracies, direction to staff, or topics proposed for future board meetings. (Lengthy deliberation of topics not on the agenda is prohibited by the Nevada Open Meeting Law).

Director Thomas had no comment.

Trustee Bell had no comment.

Secretary Underdahl had no comment.

Trustee Morris had no comment.

Chair Runion had no comment.

**6) Approval of May 27, 2026 Agenda (Non-action item)**

Without objection, the May 27, 2026 agenda is approved.

**7) For Possible Action: Emergency Items**

Item 7 is struck as there were no emergency items.

**8) For Possible Action: Discussion and deliberation to adopt or amend and adopt the Final Budget for Fiscal Year 2026-2027 for the Pahrump Community Library District.**

Chair Runion made a motion to adopt the final budget for fiscal year 2026-2027 for the Pahrump Community Library District.

Secretary Underdahl seconds.

Chair Runion asked Mr. McArthur if he had any comments. Mr. McArthur stated that he did not. He went over the budget with the board last week and no changes had been made.

Since there was no public in attendance, Chair Runion opened the item to board comment. He started by thanking Mr. McArthur for his work on the budget. He stated that the budget looks rock solid.

Trustee Bell stated that she had reviewed the budget and was amazed at the fiscal solvency of the library district.

Secretary Underdahl stated that she looked over the budget and that she appreciated the way the budget is forecasted.

Trustee Morris stated that everything looked clear and concise to him.

Director Thomas asked if the amount budgeted for employee salary and benefits could be raised so more people could be hired and wages could be raised. She asked that it be raised to \$773,000 for salary instead of \$710,325 and benefits be raised to \$430,000 from \$310,000.

Chair Runion asked Secretary Underdahl if she was amiable to amend her second, and she stated that she was.

Secretary Underdahl withdrew her second.

Chair Runion withdrew his motion.

Chair Runion made a motion to amend and adopt the final budget for fiscal year 2026-2027 for the Pahrump Community Library with the changes requested by Director Thomas.

Secretary Underdahl seconds.

There was no public comment and the item was opened for board comment.

Trustee Bell asked if the Director was looking to increase current employees' salaries and benefits, hire more employees or both. Director Thomas responded that she wanted to do both.

Secretary Underdahl stated that they looked at other libraries with comparable populations when deciding what to pay the director. She understands that what we want to do now is make the salaries of our other employees comparable with other libraries that are similar to us. She believes that it would be a good idea.

Trustee Morris asked that the numbers be repeated.

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Chair Runion stated that if the library needs to hire more people that it should be done and he believes in paying people what they are worth and this does not change the solvency of the library district.

Trustee Morris stated that he did not yield. He stated that the numbers sound amenable to him. He asked Director Thomas if the amount was sufficient for the next budget year, and she stated it was.

Vice Chair Salute arrived at the meeting at approximately 10:13a.m., and he was updated by Chair Runion at that time.

Vice Chair Salute asked Director Thomas what the new staff member would be doing. She responded that the increase would allow her to hire a full-time librarian who can focus on outreach, marketing, and programming. He asked why bring in a librarian and not a marketing person who could do community outreach. She stated that there are other positions as well. She believes that a library needs to have librarians working in it, and they bring things to the table that someone without that experience wouldn't have. Vice Chair Salute stated that a marketing person could get to know what a library does for the community and that it is easily trained, and they may bring things to the table that hadn't been thought of. He asked that the Director broaden the idea of what she is looking for and she stated that she could potentially bring in someone as a technician or specialist level for those duties that have some kind of a marketing background.

Vice Chair Salute asked if a larger budget can be approved if the Director decides to broaden that scope. Chair Runion stated that it would have to be an action item for a different meeting.

Secretary Underdahl stated the old board was very quick to set budget levels that were lower and really limited what could be done. She liked having the option of having the ability to find the best person for the job.

Chair Runion called the question.

Chair Runion, Vice Chair Salute, Trustee Morris, Secretary Underdahl and Trustee Bell all voted yes. The measure passes 5-0.

Mr. McArthur asked the board to sign the necessary forms to approve the budget. He stated that the expenditure is going to increase. He stated that it would be corrected before it was sent to the state Department of Taxation.

**9) GENERAL PUBLIC COMMENT (SECOND): \* (Action will NOT be taken on matters considered during this period until specifically included on an agenda as an action item.)**

There was no public comment and the item was closed.

**10) Trustee/Director/Liaison Comments:** - This item is limited to announcements, brief discussions of public comments, correction of factual inaccuracies, direction to staff, or topics proposed for future board meetings. (Lengthy deliberation of topics not on the agenda is prohibited by the Nevada Open Meeting Law).

Director Thomas had no comment.

Trustee Bell had no comment.

Secretary Underdahl had no comment.

Trustee Morris had no comment.

Vice Chair Salute had no comment.

Chair Runion asked Director Thomas to get quotes for complete roof replacement due to the ongoing problem. He also asked that she do a desk audit, where employees write down what they do during the day and compare that with the actual job descriptions to make sure people are being paid appropriately.

Vice Chair Salute stated that one of the reasons he thought about the idea of not bringing in a librarian, but a marketing person, is that there may be items that Director Thomas is doing but not getting paid for.

Item 10 was closed.

## **11) Adjournment**

Meeting adjourned at 10:25a.m.