



MINUTES
Henderson District Public Libraries
Board of Trustees

Date: April 15, 2021

Time: 7:45 a.m.

Due to the COVID-19 pandemic, there will be no in-person attendance at this time.

Attendance will be by videoconference ONLY.

Click here for information on accessing the video conference:

<https://hendersonlibraries.com/board-of-trustees-769>

Notice is given that items on the agenda may be taken out of order. Two or more agenda items may be combined for consideration; items may be removed from the agenda or discussion delayed relating to an item on the agenda at any time. Public comment will be taken on each item as it is heard. There will be a 3 minute per person time limit during the public comment portion of the meeting.

Call to Order

Board Chair, Mark McGinty, called the meeting to order at 7:45 a.m.

Roll Call

Board present (via Zoom): James Green, Mark McGinty, Kip Noschese, David Ortlipp, Bette Silverman

Board absent: Angela Brommel

Staff present (via Zoom): Debbie Englund, Viveca Grinstead, Joy Gunn, Sean Hill, Betsy Johnson, Candace Kingsley, Shakita Kirkland, Bethany Lafferty, Michelle Mazzanti, Kate Peraza, Lisa Phelan, Marcie Smedley, Justin Viskoc, Leona Vittum-Jones

Others present (via Zoom): None

Approval of Agenda

Bette Silverman made a motion to approve the agenda. James Green seconded the motion. The vote was unanimous.

Consent Agenda

These items are not expected to be controversial and will be considered together and approved in a single motion. Any person desiring to remove an item for separate consideration should so request before approval of the agenda. Items pulled from the Consent Agenda will be considered separately. All other consent items will be approved as one item.

CA-1 Approval of Minutes

March 18, 2021

CA-2 Review of Paid Invoices

March 2021

Mark McGinty made a motion to approve the consent agenda. James Green seconded the motion. The vote was unanimous.

Director's Report

Possible Board discussion of the Director's report or various staff reports highlighting various administrative and staff activities since the last meeting

Viveca Grinstead, the library district's accountant, said there is not much to report. Tax revenue has come in much higher than expected, which is good since fines and library revenues are down due to the pandemic closure. In supplies, more was spent on PPE [personal protective equipment], but less for programming. Salaries and background checks are down since shelver positions are not currently being filled.

Marcie Smedley said the library reopening has continued to go very smoothly. People are happy to come in and everything is going quite well.

Transitions and changes with the neighborhood libraries: the managers for the two neighborhood libraries have been selected. Bethany Lafferty will be manager of the Green Valley Neighborhood Library. Bethany Lafferty joined Henderson Libraries in 2009. In the last 12 years, Bethany Lafferty has served as head of the youth services department and assistant manager of the Green Valley Library. She has long been a supportive leader to her team and brings fresh ideas and excitement for trying out this new business model. Her critical thinking skills have already served the team well and will continue to support the project moving forward. Welcome, Bethany Lafferty.

Shakita Kirkland has been selected to manage the West Henderson Neighborhood Library. Shakita Kirkland joined Henderson Libraries in 2014 and served most recently as adult services department head. Shakita Kirkland is engaged in creating supportive and inclusive environments for team members and library patrons. Having worked early in her career in a small storefront library, she is excited to explore how a neighborhood library will serve West Henderson at this time. Both have joined the ADMIN team in this role. Welcome, Shakita Kirkland.

Marcie Smedley said it is exciting to have Bethany Lafferty and Shakita Kirkland leading the neighborhood libraries in this capacity. The library team is glad to have them and to move these pieces forward. Everyone is excited to see how this will transition and look for Henderson Libraries, as a district, to expand our services.

Last week was National Library Week. To celebrate, Lisa Phelan and the training committee created an activity for team members to creatively display something about Henderson Libraries. A sampling of artwork was shown to the Board. The team member based the artwork on one of three questions: what do you love about our culture? What would you like Henderson Libraries to be known for? Or what is the essence of who we are? Seeing the responses was very inspiring and uplifting. Our team really has a commitment to our community. This was a great way to celebrate National Library Week.

Additionally, there was a visit from Congresswoman Susie Lee on Tuesday which was National Library Worker's Day. She stopped into the Paseo Verde Library and registered for a library card, chatted with team members, and thanked them for all they do for the community.

Mark McGinty said he liked the "unstoppable" artwork the best. They were all great, but that was his favorite. Marcie Smedley said she is proud to be part of this team and to see the connection they have with the community. It is great to see the way the team promotes the library to the community.

Offering an update on the events center, Marcie Smedley said Dollar Loan Center earned the naming rights, so that is what the facility will be called. Marcie Smedley and Lisa Phelan continue to regularly meet with the City of Henderson project manager about the construction. Additionally, Marcie Smedley and Lisa Phelan will be meeting with the PATG [parking and transportation group] this afternoon to start discussion about preserving library parking for library patrons during events as well as what the whole situation will look like with the transit in and out of the area during events. So far, all is going well, and discussions are welcome to make sure library priorities are understood.

New Business

1. Discussion and possible board action regarding Executive Director's Annual Evaluation due June 26, 2021

Mark McGinty proposed the same evaluation committee from last year, with a new member added, for continuity. The committee for this year would consist of Bette Silverman, Angela Brommel, and the new addition Kip Noschese.

Mark McGinty asked for public comment. There was none.

David Ortlipp asked Marcie Smedley when Mark McGinty's term ends. Will there be quorum issues? Marcie Smedley said Mark McGinty's term ends June 1st. The Henderson City Council meets May 4th and will appoint a new member. It would then take 4 to make a quorum. 3 people serving on the personnel subcommittee should be fine.

Mark McGinty made a motion to approve the evaluation committee to prepare the Executive Director's Annual Evaluation due June 26th as Bette Silverman, Angela Brommel and Kip Noschese. James Green seconded the motion. The vote was unanimous.

2. Discussion and possible board action regarding fiscal year 2021 budget amendments

Debbie Englund said every year the budget is amended for grants and donations. This year 4 new grants were received: State Collection Development, Connect with Summer Learning LSTA#2020-16, Cares Award, LSTA#CARES-09 and TIDES Foundation. Additionally, a patron donated \$3,000 around Christmas time, restricted for customer service staff at the Paseo Verde Library. Those funds were awarded to staff in a paycheck near the holidays. The total of these grants and donations is \$63,185. The TIDES grant was a 2-year grant, so \$10,700 is being rolled over in fiscal year 22. There is an ending fund balance increase for that rollover amount.

Mark McGinty asked for public comment. There was none.

Mark McGinty said all the grants are great. James Green made a motion to approve the 2021 budget amendments. Mark McGinty and Bette Silverman seconded the motion. The vote was unanimous.

3. Discussion and possible board action regarding MOA [Memorandum of Agreement] with Clark County School District [CCSD]

Marcie Smedley said there will not be any action on this item today as Clark County School District [CCSD] is still working on getting the MOA finished and approved. The MOA would allow parents to opt-in to register their child for a library card at the same time they register their child for school. If it can get done in time, it will be included in online registration for the upcoming school year, but with the timing it may get pushed to the next year. It is very exciting. The library district wanted to partner with CCSD to create better access for students to resources and materials. If the parent opts-in, then the CCSD would share with the library district the information needed to issue a library card. The library district would then be able to email the student's parent with the student's library account information so digital resources may be used immediately. The library will also provide information about how to obtain physical resources. It gives the parent the opportunity to decide, while they are doing something they need to do anyway, registering their child for school, if they would like their child to have a library card. It opens that level of access. The timeline is ambitious to be included in time for online registration this year. If CCSD can get it approved by the school board in time for online registration this year, a quick, special board meeting may be needed to approve the MOA and participate this year. There is no action today since the MOA was not ready to review. Marcie Smedley said she wanted to share the information and get this on everyone's radar. Questions are welcome.

Mark McGinty asked for public comment. There was none.

Bette Silverman said this is a great idea to start students young to be part of the library system. Marcie Smedley said because of parents' work schedules, it can be very difficult to get that student into the library to get a library card. Removing barriers and providing ease of access to resources is so important. It also allows teachers to use the resources because students can access the resources from home with their library card. This partnership is very exciting. CCSD is so large this required coordinating participation from all the library districts in the area. The student's zip code will register which library the information will be sent to.

Bette Silverman referred to one of the art pieces shown earlier and said, if the library is the heart of the community, each new member is a little heartbeat. Marcie Smedley and Mark McGinty agreed with the analogy.

Announcements

The next Board meeting will be **May 20, 2021**, at the Paseo Verde Library, 280 S. Green Valley Parkway, Henderson, Nevada.

Public Comment

Note: Pursuant to Nevada's Open Meeting Law, action may not be taken on matters presented during this period until included on a future agenda as an action item.

Kip Noschese asked if the board can meet in person next month. Marcie Smedley said she is hoping to have a hybrid version where some people can be in person and some on Zoom. Sean Hill and his team are looking at tech options to make this happen.

David Ortlipp said on Tuesday the state library board went through the LSTA grant applications. Henderson prepared one of the grants. The team did a great job presenting the proposal and answered the questions very well. Kudos to the team that put it together. Marcie Smedley thanked David Ortlipp and said she would pass that along to Kristina Wang and Maia Malone, co-owners of the outreach initiative, who prepared and presented the grant to the State Council on Libraries and Literacy. The application is to fund an outreach vehicle to take out to any location. Instead of a bookmobile, the front would be an F-150 and the back has a shell that can be used to hold books, digital display screens, and more while attending events like farmer markets or outside fairs. The vehicle can also just park in a parking spot at a coffee shop or other business. It will provide ease of access for bringing the library to the community. Marcie Smedley said they did a great job.

David Ortlipp reminded the Board that the bylaws need to be reviewed by the end of June. Board members were asked to review the bylaws. Any changes will need to be placed on the agenda.

Marcie Smedley said she will send a copy of the bylaws out to the board.

Adjournment

James Green made a motion to adjourn the meeting. Bette Silverman seconded the motion. The vote was unanimous. The meeting ended at 8:09 a.m.

Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by April 8, 2021.

For details of the agenda, or to leave public comment before the meeting, please call the administrative offices at 702-207-4298.

Posted at hendersonlibraries.com and the State of Nevada Public Notice Website pursuant to Nevada Emergency Directive 006 which modifies the rules for open meeting law, extended indefinitely under Directive 018, Section 23, until the emergency is over or otherwise specifically addressed in a future directive.