



**MINUTES**

**Henderson District Public Libraries  
Board of Trustees**

**Date:** September 21, 2017

**Time:** 7:45 a.m.

**Place:** Paseo Verde Library, 280 S. Green Valley Parkway, Henderson, NV 89012

*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.*

**Call to Order**

Vice Chair Mark McGinty called the meeting to order at 7:46 a.m.

**Roll Call**

Board Present: Jim Frey, Cindy Herman, Mark McGinty, Kip Noschese, David Ortlipp, Betty Silverman

Board Absent: Donn Jersey

Staff Present: Dana Bullinger, Lauren Dahlgren, Debbie Englund, George Greicar, Joy Gunn, Sean Hill, Gayle Hornaday, Betsy Johnson, Candace Kingsley, Melissa LaPorte, Michelle Mazzanti, Heela Naqshband, Lisa Phelan, Stephen Platt, Kevin Scanlon, Marcie Smedley, Vivian Tufano, Leona Vittum-Jones, Kristina Wang

**Approval of Agenda**

Jim Frey made a motion to approve the agenda. 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**

August 17, 2017

**CA-2 Review of Paid Invoices**

August 2017

David Ortlipp made a motion to approve the consent agenda. Jim Frey 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.*

*Library reports:*

Stephen Platt gave recognition to Kevin Scanlon and Christina Terriquez, both accepted into this year's Leadership Henderson program. Board member, Kip Noschese, is hard at work on the mural in the homework help area of the Green Valley Library children's department. Stephen Platt said Kip Noschese has been coming into Green Valley Library on Sunday and Monday [library closed days] working on a space-themed mural. The work includes using ladders and the electric lift to paint an asteroid belt featuring books. The mural is now extending out into the children's area. Stephen Platt thanked Kip Noschese for his hard work. This brought applause from the audience. Kip Noschese thanked Stephen Platt, for some woodworking and learning how to operate the lift by watching a video.

Candace Kingsley said Workforce Connections One Stop Center staff started at the Gibson Library on Monday. Yesterday the Workforce Connections staff shadowed library employees. There have been dry runs with unemployed and underemployed relatives and friends of staff helping to perfect the triage process. Jim Frey asked where Workforce Connections is located in the library. Candace Kingsley said on the right hand side by the wall where the

periodicals were. The area includes four cubicles. Two full-time people started this week and two more will start soon. The partners, thus far, are the Las Vegas Housing Authority and HELP of Southern Nevada.

Candace Kingsley said the mentoring program is starting up and will run from October to July; staff appreciated the board's continued support of the program.

Lisa Phelan recognized Betsy Johnson for her 22-year anniversary at Henderson Libraries. Betsy Johnson started at the old Malcolm Library. Lisa Phelan appreciates Betsy Johnson's leadership and admires her commitment to continuing education and sharing that knowledge with staff.

Lisa Phelan said Paseo Verde Library's 15<sup>th</sup> birthday was a positive reflection of where the library had been and where the library is going. There was representation from staff, the Library Board of Trustees, the City of Henderson, Henderson Chamber of Commerce, the Friends of Henderson Libraries board, Henderson Libraries Foundation board, Reading with Rover, the Coffee Press, and the Clark County Nevada Genealogical Society. Henderson City Councilwoman, Gerri Schroder, noted the condition of the carpet and said something needs done to replace the carpet. Because of that conversation, a small group of invested, interested people is meeting to find a solution. The carpet is stained, worn and repaired with carpet tape in too many places; this does not reflect the welcoming place the library should be. A few years ago, the lobby received new flooring, but it seemed impossible to replace the rest of the carpet. Lisa Phelan shared a favorite quote: "It always seems impossible until it's done." For many years, everyone agreed the carpet needed done but there was no way to make it happen. Lisa Phelan now feels hopeful and driven to move forward with new carpet for the Paseo Verde Library.

Marcie Smedley introduced Heela Naqshband, Social Media Librarian, and asked her to speak concerning an idea that recently came to fruition. Heela Naqshband showed a large, plastic library card and explained that when special visitors, VIPs, and authors visit the library, they will receive a card. It's a nice memento for a visiting author. The guest can sign the oversized card and have their picture taken with it. The library can post the picture on social media and the guest can post it to their own social media. Pictures of two guests, Author Mac Barnett and Mayor Debra March, holding their oversized library cards were included in the board packets. Heela Naqshband continued that she would like to do a "get to know your library board members" series with the board members and share their stories on social media. Each board member was given a card and asked arrange a time to meet with Heela Naqshband. Marcie Smedley added that the two people receiving the cards so far were thrilled. Getting to know our trustees on social media is a great idea!

The Metro Diner fundraiser took place last weekend and raised \$3,150. Friends and staff were pleased. It was a good event and many library supporters came through. One woman, a Gibson Library Patron, wanted to donate \$75 because she loves the libraries and is happy to see new books on the shelves. Marcie Smedley said library staff were pleased to collaborate with a business in the community. It elevates the library's view in the community and provides the opportunity to share information about library services. David Ortlipp said Metro Diner has the best ever chicken sandwich.

Marcie Smedley reminded the board that the libraries will close on Friday, October 13, for staff day. Michelle Mazzanti has worked very hard and done a great job getting the day organized and ready. It is nice when staff can come together and take part in some trainings and socialization with each other.

The Nevada Library Association annual conference will be at Lake Tahoe during October. Several staff members will attend, as well as David Ortlipp who will meet with the State Council for Libraries and Literacy. Nicole Thomas, Gibson Library Youth Services Department, will represent Henderson Libraries as a presenter about teen services. Marcie Smedley will not be at the October board meeting. Gayle Hornaday will be filling in.

#### **Public Comment**

*Note: Comment will be taken on each agenda item as it is heard. Pursuant to Nevada's Open Meeting Law, action may not be taken on matters presented during this period until included on an agenda as an action item.*

**New Business****1. Discussion and possible board action regarding Group Enrollment Agreement with Health Plan of Nevada (HPN)**

Debbie Englund said there are no changes to the plan. Rates will increase 8.75%. The district pays 100% of the employee and 82% of employee plus dependent. Mark McGinty asked if the increase is built into the budget each year. Debbie Englund said some increase is included in the budget, but not this much. The majority of staff are on the self-funded plan. The amount is small and can be absorbed. Cindy Herman made a motion to approve the Group Enrollment Agreement with Health Plan of Nevada (HPN). The vote was unanimous.

**2. Discussion and possible board action regarding amendment to Interlocal Agreement for Self-Funded Health Benefits Plan Changes**

Debbie Englund said there are some changes and new providers. One of the major changes is that the regional network is expanding to statewide. Participants will not have to pay out-of-provider network rates for services outside of Clark County. There are some minor corrections to Section 125 and Medicare wording. They are removing coverage for domestic partners; those who are covered now will be "grandfathered" in. Some contraceptives are expanding. There are some minor wording changes to the preauthorization section. Cindy Herman made a motion to approve the Interlocal Agreement for Self-Funded Health Plan. The board vote was unanimous.

**3. Discussion and possible board action regarding amendment to Interlocal Agreement for Self-Funded Health Benefits rate changes**

Debbie Englund there are no rate changes. Happily, the amount budgeted for an increase will cover the HPN rate increase. Cindy Herman made a motion to approve the Interlocal Agreement for Self-Funded Health Benefits rate changes Herman made a motion to approve the Interlocal Agreement for Self-Funded Health Benefits.

**Old Business****1. Discussion and possible board action regarding possible sale of the Malcolm Library**

Marcie Smedley said an offer was made on the Malcolm Library. A counter offer was made, but there was no response and the counter offer expired. The potential buyer bought a different building. There is a lot of activity lately, many showings, but no offers currently.

Jim Frey asked if the Library Tree Lane basket construction is at the Malcolm Library. Marcie Smedley said no; working with the Henderson Community Foundation, some office space was donated in the Pinnacle Building on Water Street. A paving company has rented the offices but have a couple they are not using.

David Ortlipp said it is important to make the brokers [seller and buyer] understand that a 24-hour turnaround on an offer is not possible. Mark McGinty asked if the board previously gave staff the authority to negotiate a deal for the sale. Marcie Smedley reviewed the meeting minutes and determined the board did not give that authority; the offer would need to go before the board. Mark McGinty said it is important to give that authority so negotiations can take place without calling a board meeting. David Ortlipp said that item may need to go on next meeting's agenda. Cindy Herman commented that the board is able to ratify the decision after the fact. Marcie Smedley said, as it stands, an offer received now would require a special board meeting to be scheduled because the buyer would not want to wait. The decision to grant that authority can be made today since this item is on the agenda as an actionable item. The board may want to appoint a subcommittee. Mark McGinty said instead of a subcommittee, the administrative group can get together and discuss any offers with the board chair and bring the decision to the board. Jim Frey said he is okay with that, ultimately, the board has to make the final decision; we do not want to lose an offer due to a time delay. David Ortlipp asked if a reasonable amount should be set. Marcie Smedley responded it would part of public record and why would anyone offer more? Mark McGinty agreed and said the realtors have the parameters covered on that.

Cindy Herman made a motion to approve allowing administration staff to enter into and finalize negotiations for a reasonable offer on the Malcolm building, following up with future board ratification. The board voted unanimously in the affirmative.

**Announcements**

The next board meeting will be **October 19, 2017** at the **Paseo Verde Library, 280 S. Green Valley Pkwy., 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.*

**Adjournment**

The meeting was adjourned at 8:11.

## HDPL Board Meeting Agenda

September 21, 2017

*Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by September 15, 2017, at least three (3) business days before the meeting, including in the notice the time, place, location and agenda of the meeting. Details of the agenda may be obtained by calling Trudy Casey at 702-207-4298.*

Posted at Green Valley Library, James I. Gibson Library, Paseo Verde Library, City of Henderson-City Clerk's Office, and the Henderson Libraries website.