



**Minutes**  
**Henderson District Public Libraries**  
**Board of Trustees**  
**Date: February 19, 2015**  
**Time: 7:45 a.m.**  
**Place: Paseo Verde Library**

*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**

Chair MJ Maynard called the meeting to order at 7:45 a.m.

**Roll Call**

Board present: Robyn Campbell-Ouchida, James Frey, MJ Maynard, Mark McGinty, David Ortlipp

Board absent: Cindy Herman, Donn Jersey

Staff present: Joan Dalusung, Carolyn Easterby, Debbie Englund, Ed Feldman, Orin Fielding, Joy Gunn, Anne Marie Hamilton-Brehm, Sean Hill, Gayle Hornaday, Matt Hortt, Betsy Johnson, Bethany Lafferty, Michelle Mazzanti, Jo Morrison, Lisa Phelan, Stephen Platt, Kevin Scanlon, Tawnya Shaw, Marcie Smedley, Angela Thornton, Vivian Tufano, Kristina Wang

Others present: Lois Brown, Marian Brown, Julie Buckley, Diane Collins, Laura Donahue, Andrea Frazier, Amanda Lloren, Pam Osborne, Mary Schramski, Joy Tweddle

**Approval of Agenda**

Due to the absence of personnel subcommittee members, item number 1 under Old Business will be deferred until the March meeting. Jim Frey made a motion to approve the agenda as amended. Robyn Campbell-Ouchida 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**

January 15, 2015

**CA-2 Review of Paid Invoices**

January 2015

Mark McGinty made a motion to approve the consent agenda. David Ortlipp 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.*

**Friends of Henderson Libraries Presentation**

Julie Buckley said the 2014 Library Tree Lane Gala was a wonderful event. It is amazing to have exceeded the previous year's numbers. The members of the Library Tree Lane committee were introduced: Lois Brown (takes meeting minutes), Marian Brown (president of Friends), Julie Buckley (vice president of Friends and Library Tree Lane Chair), Diane Collins (auction committee), Andrea Frazier (basket committee), and Joy Tweddle (area design and small hostess baskets). Julie Buckley said there are many more volunteers that make the event possible but were unable to attend this meeting. Proceeds from the gala exceeded last year's number. Julie Buckley said the Library Tree Lane Committee is proud to be able to present a check for \$39,000 to the library district. MJ Maynard exclaimed "That is phenomenal!" and there was much applause from the board and audience.

The meeting adjourned at 7:49 a.m. to take a group picture of the board members and the Library Tree Lane Committee in the library.

The meeting resumed at 7:51 a.m.

*Circulation Report*

Gayle Hornaday reported good news: circulation is up almost 2% over last year, exceeding 1 million for the fiscal year at the end of January.

*Library Reports**Green Valley Library:*

Stephen Platt showed puppets, modified by the Green Valley Library youth services department, representing a puppet show done at the end January based on the movie *Frozen*. Over 70 people attended. Bethany's Lafferty's team: Andrea Daciuk, Kaila Rolofson and Christina Terriquez worked hard on the project.

Bethany Lafferty is on the Department of Education Special Education Advisory Committee which represents parents of children with disabilities. The committee meets 4 times per year. Bethany Lafferty has served on the committee since fall 2013 and will continue until spring 2016. The committee meets in Reno. This is a unique opportunity to represent parents of children with special needs, both as a parent of a special needs child and as a library employee. Bethany Lafferty has been working with Nevada PEP, a parent education group, for the last couple of years. An effort is being made to host some programs and training to help the library develop. This was stalled last year by a failed grant effort last year. Connections are being made through southern and northern Nevada that will help the library district better serve this part of the community. Bethany Lafferty said she tries to bring her child to the library as often as she can, because she enjoys books and music; other parents would like to do the same. This effort holds interest both professionally and personally.

Stephen Platt said the puppet show can be seen, in part, on the library district's Facebook page.

The adult services department was awarded a plaque from United Blood Services for the efforts library staff have gone to working with them. Enough blood has been donated to allow more than 2,000 people to continue living.

*Gibson Library:*

Marcie Smedley said youth services has developed a partnership with the Gordon McCaw Elementary School theater club. Participants in the afterschool program are in grades 2 to 5. Gibson staff is offering a variety of workshops. Last month, Rita Botzenhardt taught the children how to do storytelling and how to map a story on a story board to help them tell, not memorize, the story. Rita Botzenhardt offers a storytelling club at the library and has recruited more members through this effort. Nicole Thomas and Marcie Smedley are offering a puppetry workshop this afternoon. The students are allowed to take a portion of the script and perform parts of the show on the puppet stage for practice. Next month the focus will be reader's theater. Teachers at Gordon McCaw Elementary School are teaching complementary topics and will present a showcase in March to parents. Next month information will be presented about partnerships with other schools for Nevada Reading Week.

Matthew Hortt said that historically adult services has not had much success bringing in presenters. Some new creative efforts, however, are bringing a lot of people into the library. Classes on candle making were offered for the holidays; glass etching offered for Valentine's Day not only brought a lot of people in but resulted in higher checkouts of books and more people watching instructional videos. This month a creative writing workshop was offered; 21 people showed up the first class. Angela Thornton pointed out the creative staff member is Shakita Kirkland, who spearheaded the knitting/crocheting project that gave items back to the community last year.

*Paseo Verde Library:*

Joan Dalusung said plans are being made for the 2<sup>nd</sup> annual Local Author Showcase on Saturday, March 28<sup>th</sup>. This will be a day-long event. The first event, last year, featured local authors and presented an opportunity for them to showcase, sell and autograph their books. The adult services department started a local author collection featuring the works of all local authors. New books are being added all the time. The 1<sup>st</sup> showcase was a great success. Lisa Phelan, Caroline Hoover and Jane Freese are the committee for this year's showcase and have over 60 authors committed. The authors will be showcased in 2 shifts and there will be tables all

over the library. The authors will be selling and signing their books. Although the showcase is already full, a few more will probably be added. This year a new element will be added. Vendors, actually writers' groups in the area, will be able to have a table. These groups, including A Literary Magazine, The Writer's Block, and Henderson's Writers Group will add a new dimension to the showcase. It is hoped that patrons and authors will network with the vendors and generate some good networking and publicity opportunities.

Attendees will include the 2014 Independent Book Publishers Association Benjamin Franklin Award recipient for Best First Book, *On Two Fronts*, by (nonfiction) Adam Fenner and Lance Taubold; Donna Mabry, author of *Maude*, currently number 2 on the Wall Street Journal's bestsellers list for nonfiction e-books; and our own Tawnya Shaw, *Picking Apples with Daddy*, which was illustrated by former employee Dana Bullinger. The e-book and print version of *Picking Apples with Daddy* are available for purchase on Amazon.com. A huge congratulations to Tawnya and Dana!

The day will end with a final workshop entitled *How to Market Your Book* by Morgan St. James.

Lisa Phelan said the noon keynote speaker will be Oscar Goodman, former mayor of Las Vegas and author of *Being Oscar*. This great opportunity will bring a lot of people into the library. Jeff Schumacher, author and head of the Mob Museum and a friend of Oscar Goodman, will also share the stage. Brian Rouff of Imagine Marketing will moderate a discussion held in talk show format. Joan Dalusung added there will be a huge number of volunteers from Friends and teen volunteers on hand to help out.

Whole Foods will be a sponsor again this year.

Angela Thornton said the first official budget planning meeting will be held this afternoon. Best plans will be made and scaled down as necessary when actual revenue figures are received.

Town hall style meetings were held at each location with Angela Thornton and staff. The direction the library district is headed and changing vendors were discussed so staff will be prepared.

Henderson Libraries Foundation is having an email push called *Show Some Love*. The email will be sent out around Valentine's Day and will ask for donations.

*Nevada's Big Give* will take place soon.

Friends received a check for \$2,200 from the Hard Rock Café as part of the pin club fundraiser that took place last month.

Monday, April 13, 2015, is Nevada Library Legislative Day. Some staff and Friends' members are planning on participating. Board members are welcome. Nevada Library Legislative Day will be held in Carson City during a normal legislative day. Ideas are being considered for an appropriate gift to the legislators. According to statute, the value of the gift must be under \$2.

The Englestad Family Foundation grant discussed at last month's meeting is still being worked on. Angela Thornton will meet with Inspirada and Sun City Anthem today. Information is still being gathered. The whole process will take some time.

#### **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 lobbying efforts.**

Angela Thornton informed the board a lobbyist has been hired. A report is included in the packet as well as a basic overview of getting started. The lobbyist will monitor all applicable legislation for the library district.

Jim Frey asked if the lobbyist contract is for lobbying only. Angela Thornton responded yes and added they are the same lobbyist used by Las Vegas-Clark County Library District. Jim Frey said they are high profile and asked if there are any actions affecting the library district and/or the lobbying firm. Angela Thornton said the lobbyist is only monitoring right now. MJ Maynard said the cap may be removed from property taxes. Debbie Englund said the local government fiscal group doesn't think much will happen in regard to the cap on property taxes.

Quotes have been received from attorneys but no decision has been made.

No action was required.

**2. Discussion and possible Board action regarding the reclassification of full-time Librarians, Computer Systems Analyst, and Department Heads to exempt employees.**

Debbie Englund said these positions are being made exempt under the Fair Labor Standards Act [FLSA]. Department heads need flexibility for coverage and would be exempt under the executive employees exemption. Librarians would be exempt under the learned professional's exemption. LICs (Librarians-in-charge) may need to stay after the library closes. The computer systems analyst is on call and is covered under the administrative employee's portion of the FLSA. 19 employees would be moved from non-exempt status to exempt status. There are no salary changes. The effective date will be March 1, 2015, the first day of the next payroll period. Jim Frey asked if this allows flexibility in their work schedule as things arise. This wasn't possible previously? Debbie Englund said it would have required payment of overtime. Exempt employees don't get overtime, but have a flexible schedule, can leave early or stay late if needed. Jim Frey asked if there is a fiscal impact. Debbie Englund replied no. The new time sheet software will require non-exempt employees to clock in and out. Exempt status will keep the professionals on a professional status.

Mark McGinty made a motion to reclassify full-time librarians, computer systems analyst and department heads to exempt employees. David Ortlipp seconded the motion. The vote was unanimous.

**Old Business****1. Discussion and possible board action regarding the personnel subcommittee.**

Deferred until the March meeting.

**Announcements**

The next Board meeting will be held on March 19, 2015 at the James I. Gibson Library, 100 W Lake Mead 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.*

Jim Frey congratulated staff on the outreach programs. This initiative shows the library in other settings and brings new people into the library. This should continue on an expanded level when possible. MJ Maynard told staff they are awesome.

**Adjournment**

The meeting was adjourned at 8:18. a.m.

## HDPL Board Meeting Minutes

February 19, 2015

*Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by February 12, 2015, 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.