



**Minutes**  
**Henderson District Public Libraries**  
**Board of Trustees**  
**Date: June 18, 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, Cindy Herman, Donn Jersey, MJ Maynard, Mark McGinty, David Ortlipp

Board Absent: Jim Frey

Staff Present: Joan Dalusung, Kristina Drury, Debbie Englund, Orin Fielding, George Greicar, Joy Gunn, Anne Marie Hamilton-Brehm, Sean Hill, Gayle Hornaday, Betsy Johnson, Candace Kingsley, Bethany Lafferty, Michelle Mazzanti, Stephen Platt, Kevin Scanlon, Tawnya Shaw, Marcie Smedley, Christina Terriquez, Angela Thornton, Vivian Tufano,

Others Present: Laura Donahue, Mary Schramski, Cindy Vallar, Stacey Wedding

**Approval of Agenda**

Cindy Herman made a motion to approve the agenda. Donn Jersey 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**

May 21, 2015

**CA-2 Review of Paid Invoices**

May 2015

Robyn Campbell-Ouchida made a motion to approve the consent agenda. Donn Jersey 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.*

*Circulation Report*

Gayle Hornaday said circulation is 2% ahead of last year and will hit 1.7 million by end of June (the end of the fiscal year). More library cards have already been given out than last fiscal year.

*Library Reports*

*Green Valley:*

Stephen Platt said summer is the busiest time of year for the Green Valley Library. It is when the most people are in the building, the most programming is done and the most circulations take place. The youth services department has been very busy. Normally during the week a variety programs are offered including Little Yogis, Drop-in Storytime, Bilingual Storytime and Saturday Drop-in Storytime. For teens there are movies, craft club, animé club and gaming programs. Offerings have been enhanced for the summer to include special storytimes in June: *Super Hero Training Camp*, *Create Your Own Comic Book* and *Celebrate Every Day Heroes* where community leaders are invited to come in and interact with kids, reading a book or doing a library-themed craft or activity. The Adopt-A-Reader program pairs teens from the community with struggling readers, from kindergarten to 5<sup>th</sup> grade. The six-week program consists of 45 minute reading sessions which build reading skills and confidence in reading, and culminates with an ice cream social.

In July, there will be a special after hours' event for teens, *Heroes and Villains*. The event will feature a costume contest, games, raffles and dancing. There will also be a four-week comic book workshop for teens.

The August summer reading finale week will feature a different program each day, including a magic show by a library teen volunteer and crafts.

Last month Kevin Scanlon dressed up as a book outside of the city-sponsored performance of *You're A Good Man, Charlie Brown*, at the Pavilion, interacting with 220 individuals while promoting library programs and services. Kevin Scanlon said attendees were asked to write down what happiness meant to them, an integral part of the musical, and the responses were displayed on the wall at the Pavilion. The event was very well attended and gave the library district good exposure. Hopefully the city will give the library district some other opportunities to have a table at city events.

#### Paseo Verde Library:

Betsy Johnson said the summer reading kickoff was 2 Saturdays ago and 500 people came through the library. The conference room was set up for the little ones with special blocks, magnetic cars, tracks to build and Duplo blocks. In the reading room there were Little Bits, electronic circuit boards, marble tracks and a big Lego city. There were a lot of teen volunteers and children participating. Two summer reading sponsors, Great Harvest Bread (provides cookie incentives for young readers) and Lakeshore Learning (provides discounts on the many STEAM-related supplies the district has purchased), had booths. Lakeshore Learning allowed children to make Super Hero masks.

Betsy Johnson said two new STEAM program series have been added. The *Crazy 8* program is an 8-week STEAM program from a non-profit organization called Bedtime Math. The first week, attendees made geometric shapes using glow-sticks. Teams made lattices. The lights were turned off so children could see the geometrics. Bedtime Math has a pretest and a posttest so attendance was limited to 20 children and there was much more interest. *Summer Steam Playdate* has replaced regular storytimes on Wednesday. There are different stations set up in the conference room with learning toys, play dough, magnetic gears, all sorts of blocks, a book nook and a baby corner with sensory toys. Different stations are offered each week. This drop in program has been very successful.

#### Gibson Library

Candace Kingsley reported summer reading kickoff success. Marcie Smedley and Nicole Tinsman put on 2 puppet shows. There was standing room only. 1,200 people came through the library that day. There was Super Hero mask making. Family Fort Night allows families to bring pillows blankets for fort building and storytime afterhours. There is another afterhour's program for teens and tweens which will be a fun evening of games and activities. There will be computers for Minecraft, board games, a movie and other fun stuff to do for ages 10-17. *Little Cooks and Little Books*, for ages 2-1/2 to 6. This a fun program for preschoolers and their parents or caregivers presented by the University of Nevada Cooperative Extension, sharing stories about food and nutrition, and a cooking activity is included in each weekly session.

There are adult programs including one featuring Danielle Wagasky, the blogger behind *Blissful and Domestic*, who lives, along with her family on \$14,000 a year – her husband Jason's yearly military housing allowance. The family lives in Las Vegas in a comfortable "fixer upper" home and own two cars. They have two young kids, age six and eight, whom Danielle home schools. The small budget is a blessing, not a curse. Her family not only is living comfortably off the money but they also don't have any debt. The Today Show did a snippet of her presentation and the library was mentioned in her blog, *Blissful and Domestic*.

*Crafting for a Cause* is expanding to include another program, *Stitch and Moan*, on Fridays from 10-11 a.m. Hopefully with all the participation and people bringing in their needlework, *Crafting for a Cause* will get even bigger.

Angela Thornton said the summer reading program theme is Super Heroes this year. The Inside Henderson article incorporated that theme. Michelle Mazzanti was in the employee spotlight.

The information from DJ Allen has been received and Gayle Hornaday and Angela Thornton are processing. An electronic version will be sent to the Board. Ways to review and process the information for rebranding are being explored.

Staff Day will be October 2<sup>nd</sup>.

The Las Vegas-Clark County Library District [LV-CCLD] reached out regarding a purchase partnership of *Collection HQ*, a program that helps librarians manipulate the collection, decide how to weed, move books around to be better utilized, etc. Henderson Libraries was not going to purchase *Collection HQ* due to the expense, but the LV-CCLD director, Ronald R. Heezen, after receiving approval from the LV-CCLD board, offered the area libraries an opportunity to come on board for a cost of \$4,000 each instead of the \$28,000 it would cost to purchase as an individual district. For this price, it is worth participating and may lead to future partnerships.

#### **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 Henderson Libraries Foundation grant application to Engelstad Family Foundation.**

Stacey Wedding handed out the grant proposal to each board member. The proposal was the result of hard work and information gathering by both the Henderson Libraries and Henderson Libraries Foundation [HLF]. The proposal was submitted May 28, 2015. The Engelstad Family Foundation reviews proposals every month. Hopefully the Henderson Libraries Foundation request is in the queue for June. The request was proposed a total budget \$287,000. If approved, both HLF and the library district will have to come together to raise half, then the Engelstad Family Foundation would match the funds raised dollar for dollar. This proposal for the stand alone kiosk meets the library's plan for technology and providing services. The request was made from HLF, complemented with a picture of the libraries, the impact of the recession, and addressing how this could help expand all of the library district's goals and provide a 24/7 opportunity for library patrons. Hopefully an answer will be received soon.

Regardless of outcome, if the request is not funded a lot of good research has been done. There was an investment from all parties to bring in Professionals in Philanthropy, and the work done can be used for other grant opportunities.

MJ Maynard asked if a location was identified. Stacey Wedding said no, that decision could be made after the money is matched. There will be other grant opportunities and partnerships. MJ Maynard asked if any of that match amount could be "in kind" services. Stacey Wedding responded yes. Some of this has already been raised from a staff standpoint and time put in. MJ Maynard said normally the library board wouldn't weigh in since this is a foundation grant, but since there may be a fiscal impact to the library district. MJ Maynard made a motion to approve expenditure commitment up to \$17,368 at this point. David Ortlipp seconded the motion. The vote was unanimous.

**2. Discussion and possible Board action regarding Election of Board officers for fiscal year 2016.**

MJ Maynard presented the slate of nominees from the May board meeting: MJ Maynard, Chair; Donn Jersey, Vice Chair; David Ortlipp, Secretary. Cindy Herman made a motion to approve the slate of officers. David Ortlipp seconded the motion. The vote was unanimous.

**3. Discussion and possible Board action regarding fiscal year 2015 budget amendments.**

Debbie Englund said the Nevada Revised Statute 354.598005, section 3, provides for the district to amend the budget for donations and grants that are given to the district during the year. Grants received and not budgeted for: Statewide Summer Reading, STEAM training grant and statewide reading grant; there was a little over \$2,000. Contributions including donations from HLF for a

\$2,000 chair purchase at Paseo Verde Library, Reading with Rover, Bright Beginnings and the \$25,000 for STEAM program. The revenue for Reading with Rover and the STEAM program were not spent in fiscal year 2015, they are budgeted for fiscal year 2016, but it is necessary to record the revenue.

The same statute, section 5, allows for appropriations to be moved around between functions as long as it doesn't affect the total budget. There was one such transfer; \$130,000 was budgeted in the Capital Construction Fund for repairs and maintenance to the facilities. It was decided to replace flooring at the Paseo Verde Library. This would be a Capital Improvement, not Repairs and Maintenance. \$41,000 was moved from Repairs and Maintenance to Capital Outlays for that repair. No motion was required.

**4. Discussion and possible Board action regarding Executive Director Evaluation.**

MJ Maynard said the board personnel subcommittee began with Jim Frey, Robyn Campbell-Ouchida and Donn Jersey. When the subcommittee met again it consisted of MJ Maynard, Jim Frey and Donn Jersey. Evaluations were sent out to all board members to score and comment. MJ Maynard read some of the comments:

- Angela has demonstrated strong leadership in her short time at HDPL.
- Angela has demonstrated effective leadership since assuming the position of Director of Libraries. She has faced significant challenges with capital improvements, marketing strategy, facility change [Malcolm], and fiscal adjustments.
- I support retention without reservation.
- Angela demonstrates a confidence and self-assurance evolving into an exceedingly competent director. Her strongest attribute is how she allows staff the flexibility and empowerment in implementing new programs and operations as well as taking credit for success, which is a sign of an excellent leader.
- Angela is also doing a good job in developing relationships with community stakeholders and I would strongly encourage her to continue to make this a priority going forward.
- I am looking forward to her future with Henderson Libraries.

The board personnel subcommittee recommends a 4% increase as outlined in the executive director contract. Cindy Herman said she supports the recommendation and made a motion to approve the recommended merit increase of 4%. David Ortlipp seconded the motion. The vote was unanimous.

MJ Maynard said Henderson Libraries employees will be receiving raises for the first time since 2008. Angela Thornton was clear that if not for staff merit raises be restored she would not be accepting the 4% raise.

Angela Thornton thanked the Board for their kind words and support. The support they have given her has made for a nice transition into the job. The recognition of the hard work that has gone on for years by staff without monetary award is also appreciated.

**Old Business**

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

Angela Thornton said it has been basically agreed the district wants to sell the Malcolm Library. A public hearing will be held during the summer. The possibility of the sale will be discussed at the strategic planning meeting. The strategic plan will help the district decide how to use the funds.

No official sale will take place until after the first of the year to allow the Friends to get through Library Tree Lane without having to move their whole operation before the event.

MJ Maynard said whatever is done, there needs to be a lot of opportunity for the public to give comment. If the decision is made to sell the property the district needs to be very transparent. When decisions are made where to place a library or kiosk, all the information needs to be documented. The Anthem residents are very vocal and have the right to opine on anything that happens in their community. Cindy Herman said the Anthem residents have a broad reach. Proper outreach and documentation will defuse the voices of the few if the decision is best for libraries and the community.

**2. Discussion regarding the legislative update.**

Angela Thornton said the legislative session is over. The state library didn't get the requested funding. Joan Dalusung and many people worked very hard, and put a lot of effort into the cause. There were good contacts made and conversations keeping libraries in the forefront and this will transfer to local support.

**3. Discussion and possible Board action regarding strategic planning.**

The first strategic planning meeting is set for June 24, 2015.

**Announcements**

The next Board meeting will be held on July 16, 2015 at the Paseo Verde Library, 280 S. Green Valley Pkwy., Henderson, Nevada.

**Public Comment**

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**Adjournment**

The meeting adjourned at 8:20 a.m. Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by June 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.