



MINUTES
Henderson District Public Libraries
Board of Trustees

Date: February 18, 2016

Time: 7:45 a.m.

Place: Paseo Verde Library

280 S. Green Valley Parkway, Henderson, Nevada

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, Cindy Herman, Donn Jersey, MJ Maynard, Mark McGinty, David Ortlipp

Board absent: None

Staff present: Joan Dalusung, Orin Fielding, Viveca Grinstead, Joy Gunn, Sean Hill, Gayle Hornaday, Betsy Johnson, Michelle Mazzanti, Stephen Platt, Stephen Roybal, Kevin Scanlon, Marcie Smedley, Angela Thornton, Vivian Tufano, Kristina Wang

Others present: Marian Brown, Lois Brown, Julie Buckley, Laura Carroll, Diane Collins, Alexandra Costa, Glyn Taylor, Joy Tweddle, Cindy Vallar

Approval of Agenda

Donn Jersey made a motion to approve the agenda. Mark McGinty 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 21, 2016

CA-2 Review of Paid Invoices

January, 2016

Cindy Herman made a motion to approve the consent agenda. Mark McGinty 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 presentation

Julie Buckley introduced the Library Tree Lane committee: Diane Collins, auction committee; Lois Brown, communications; Glyn Taylor; Marian Brown, Friends' president; Cindy Vallar, communication; Alexandra Costa, Friends' treasurer; Laura Carroll, Friends' Board, and Joy Tweddle, decorating. Julie Buckley thanked the board and library staff for the support allowing the committee to make Library Tree Lane happen in 2016.

Although the committee was very concerned about raising as much money as Library Tree Lane 2014, Julie Buckley was happy to announce that the event raised \$40,000 that is being donated to the library.

MJ Maynard said it is amazing the amount of hours, and the dedication put into Library Tree Lane. It's not possible to thank the committee enough. Cindy Herman attended the wrap up meeting and said this is just a sampling of the crew that puts this event together. 20 people cohesively bonded to put the event on. The attendees of the wrap up event discussed strategy and took a look at what was successful and what can be



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improved. The group is so appreciative of the staff, from IT to the site workers, and all staff does to help make the event happen. This is a true collaboration. Cindy Herman was very impressed.

Donn Jersey agreed, saying he met with some of the members afterward for coffee. The planning for the next year starts the day after the event. Congratulations and thank you so much for all you do!

Marian Brown said the plaque in the library has been engraved to reflect the latest donation.

Jim Frey asked if there will be any changes. Julie Buckley responded there will be fewer baskets this year. Last year there were 230 silent baskets, 15 cash and carry. This year there will be 200 total. The cash and carry baskets did very well. Only 2 baskets did not sell. It's amazing what sold and how many bids the baskets had. This will be reviewed with the committee. This year there was more multiple bidding on baskets than ever before. 1 book bundle had 15 bids on it. Marian Brown pointed out the event also had 100 fewer people. Jim Frey commented that, as an attendee, it is easier to keep track of bidding with fewer baskets. Julie Buckley admitted that donations keep coming in and it's decided to add "one more" basket, and then "one more" basket. Jim Frey said it was a wonderful event. Diane Collins said the programs should include a cheat sheet 3"x5" card to help the participant keep track of his/her bids.

The meeting adjourned at 7:52 a.m. for a joint picture of the Library Tree Lane committee and the Board. The meeting resumed at 7:56.

Circulation report

Gayle Hornaday reported circulation continues at the same rate and passed 1 million during the first week of February.

Library reports

Joan Dalusung gave a report on upcoming events. With Angela Thornton, Stephen Platt and Candace Kingsley's help a grant was secured for *Around the World in 30 Days* international festival. This is an LSTA grant that has a programming component. Programs will be held on all Saturdays at all locations in April (including Heritage Park Library). There will be a soft launch in March due to scheduling; The first program will be The Crystal Trio, from Siberia, will give 2 performances on March 23rd. Joan Dalusung saw them perform last Spring; the group is very friendly and were secured for a reasonable rate since they are performing in the area. This performance is very special, soothing and unique. Three men play glass harp, verrophone and glass pan flute. The music includes classical and popular. It is great fun to watch them.

The 3rd Annual Local Author Showcase, *Read Local, Eat Local*, will take place on March 5th. In the past there have been over 70 authors in 2 shifts. This year the event is a little more exclusive and is invitation only, in direct response to comments received from participating authors the past 2 years. One problem was trying to drive attendee traffic to all authors, but with so many some authors don't get as much attention. This year's event will be limited to 20 new authors and will feature authors that haven't participated before. Some of the authors have done special presentations for the library district in the past. The author area will cover about half the area in the main library from the couch area to the DVDs. Each author will have their own 6-foot table and will be able to spread out and have a nice display. Along with the theme there will be a family storytime and a food demo by Whole Foods. Regular storytime was cancelled to allow use of the conference room. There will be 3 food trucks and the Coffee Press will be participating. Coffee Press is a sponsor for the event as well. Local authors, Roger DeBlanck and Jonathan Sturak who will present the finale program on social networking and marketing through social media.

Lisa Phelan said this is the 3rd local author event and staff is looking for ways to expand and grow, which is challenging in the marketing component. How can we get the word out about this celebratory event to bring in the community? KNPR is offering a special nonprofit discount and will feature 9 air spots (plus 9 free), and an "e-blast" that will reach thousands of people who would not normally hear about Henderson Libraries programs. The air spots will be 15 seconds long. This is exciting exposure for the event and may bring many new people from the community.

MJ Maynard asked if the grant was for 100%. Joan Dalusung said the library has to match 10%. Jim Frey asked if the grant is applied for or received. Joan Dalusung said application was made last fall. The implementation process begins now. The grant includes programming, supported with nonfiction cultural materials for our collection, and offering classes on free language learning resources. LSTA likes to see sustainable programming included in the grant requests. The collection is the foundation for the programming. MJ Maynard commented it was an excellent idea reaching out to KNPR.

Marcie Smedley reported on two writing contests. Shakita Kirkland hosted a creative writing contest for adults, Clark County resident, aged 18 and up. Original, nonpublished short stories, poetry, creative nonfiction and cover art entries were accepted from September 1st to November 30th. 39 entries were received from 28 authors/artists. Adult services department judged the writing entries. Staff members at the Gibson Library voted on the cover art entries. Everything went together in a little published anthology called *Impressions*. Shakita Kirkland edited and put together the anthology. Prizes to be awarded (each category): 1st place, grand prize, is \$50 and 1 copy of *Impressions*; 2nd place is \$25 and 1 copy of *Impressions*; honorable mention will receive a copy of *Impressions*. There will be a reception on Saturday, February 20th at 2:00 pm at the Gibson Library to announce the winners and award prizes. Light refreshment will be served. The board is invited.

The 7th Annual Teen Writing Contest was offered through the efforts of Kristina Wang, Christina Terriquez and Nicole Thomas. Middle and high school students were invited to submit an entry for multiple categories: poetry, short story, essay and memoirs. There will first, second and third place winners for each age group and category. The contest has grown so much the reception will be at the Paseo Verde Library, after hours, on Thursday, April 14th at 6:00 p.m. The submissions will be displayed and there will be refreshments. Funding for the reception and prizes came from Friends of Henderson Libraries. All entries will be included in an online publication, *Unlocked Voices*. Previous years' issues are available for viewing on the district's website. This is a very successful program for teens.

Stephen Platt reported that the Teen Service Club had a successful event this past month called *Boys' and Girls' Night In*. The afterhours carnival was held on January 16th for children aged 5-12. There were activities including video games and computer play, a mini fashion show, Lego building, nail art, card tricks, cookie decorating, crafts, hide-and-seek and more. Teens came from SECTA to do nails and makeup. 55 children attended. It was a good turnout and a great way to get together which benefited the community.

Family Game Night is held the last Saturday of the month at the Green Valley Library. It's a 2-hour time slot where games are in a room for families to come in and use. January featured board games. February featured video games. Next month will be life size board games like Connect 4. This popular program is usually attended by 8 to 10 families.

The first ever Green Valley Library rummage sale will be held this Saturday from 9:00 a.m. to 1:00 p.m. 10-12 people have signed up. The cost is a \$10 donation to Friends of Henderson Libraries for a table.

Angela Thornton said the Henderson Libraries Foundation writing retreat series at Lake Las Vegas is progressing. The first session had 14 attendees, the last 2 sessions had 25. There has been good feedback. There are 2 more sessions. Attendees can submit manuscripts and 5 will be selected to work with an editor. People have been very impressed with the program.

The Volunteer Appreciation lunch will be held April 15th at the Henderson Events Center. This is a change in venue and details are being planned.

The logo launch date is March 1st. Some things with the new logo have started to trickle in. The new library card was shown. Everything is going smoothly so far. There will be receptions on March 1st: Gibson Library, 9:30 a.m.; Green Valley Library, 12:30 p.m.; Paseo Verde Library, 5:30 p.m. The receptions will be open house style and will be about more than the new logo. Services will be reintroduced. The new website, digital services, Friends of Henderson Libraries and Henderson Libraries Foundation will have tables. A new product, Kids Launchpad Tablet will be introduced. There will be a few giveaway items. New signage will be in place. There isn't money to do all the things staff would like to do. The core work needed done first. Maybe next year there will be more fun logo items. MJ Maynard said it is very exciting; the new logo is a great look. Angela Thornton said 1 vehicle

is being wrapped; quotes are being obtained for the other 2. The box truck will have magnetic signs. Due to the age of the truck, wrapping would not be a good investment. The logo launch is on track and moving forward.

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 closing the Paseo Verde Library on Monday, February 29, 2016.**

Angela Thornton requested board permission to close the Paseo Verde Library on Monday, February 29, 2016 to prepare for the logo launch on March 1st. 2 columns need to be stripped and rewrapped. The activity making the transition would interfere with customers coming in that day. Mark McGinty clarified that the library will be closed to the public but staff will be working. Angela said that is correct.

Mark McGinty and made a motion to approve closing the Paseo Verde Library on Monday, February 29, 2016. Cindy Herman seconded the motion. The vote was unanimous.

2. **Discussion and possible Board action regarding forming a personnel subcommittee for Executive Director performance evaluation.**

Cindy Herman, Donn Jersey and MJ Maynard volunteer to serve on the personnel subcommittee for Executive Director performance evaluation. MJ Maynard made a motion to approve the forming of a personnel subcommittee for the purpose of the Executive Director performance evaluation. Mark McGinty seconded the motion. The vote was unanimous.

Announcements

MJ Maynard welcomed Robyn Campbell-Ouchida back.

The next Board meeting will be held on March 17, 2016 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.

Adjournment

The meeting was adjourned at 8:21 a.m.

Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by February 11, 2016, 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.