



MINUTES

Henderson District Public Libraries

Board of Trustees

Date: April 21, 2016

Time: 7:45 a.m.

Place: James I. Gibson Library

100 W. Lake Mead 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, Jim Frey, Cindy Herman, Donn Jersey, MJ Maynard, Mark McGinty, David Ortlipp

Board absent: None

Staff present: Lauren Dahlgren, Carolyn Easterby, Debbie Englund, Ed Feldman, Orin Fielding, Joy Gunn, Sean Hill, Gayle Hornaday, Candace Kingsley, Shakita Kirkland, Melissa LaPorte, Michelle Mazzanti, Kate Peraza, Stephen Platt, Kevin Scanlon, Angela Thornton, Vivian Tufano

Others present: Laura Donahue, Marshall Goldberg, Cindy Vallar

Approval of Agenda

Donn Jersey made a motion to approve the agenda. Cindy Herman 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 17, 2016

CA-2 Review of Paid Invoices

March 2016

Donn Jersey made a motion to approve the consent agenda. Cindy Herman 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 has been moving along at same pace all year, and this month was 1.5% less than last year. It is interesting to note this year marks 10 years since Henderson Libraries started offering e-books. In 2007 the first package was purchased from e-library; digital circulation started to trend up in 2011 as devices became available, more affordable and sellers allowed popular items to be published in digital formats.

Library reports

Candace Kingsley reported the homebound partnership with City of Henderson through Heritage Park Library and Meals on Wheels has grown from 5 homebound patrons to 56. This is resulting in a significant increase in circulation. Candace Kingsley thanked Angela Thornton for allowing the partnership to happen.

Stephen Platt reported on the *Around the World in 30 Days International Festival*. To date there have been 23 events at 2 library locations. The libraries have been filled with sound and color; 99% of those responding to the

survey said they would recommend the programs to family and friends; 82% indicated they learned something about a culture by attending; 70% indicated they checked out library materials due to the program. Some of the feedback received:

"I'm so glad you bring these cultures to life in this way."

"I'm glad to know about Native American culture and share it with my family."

"I enjoyed it a lot. It will carry nice memories on."

"I can't wait for next week."

Stephen Platt said this coming Saturday the events will be at the Gibson Library. There will be 8 events, a full day of cultural performances. The Board was invited to attend. Angela Thornton said she attended the programs at Heritage Park on April 16th and there was good feedback. Stephen Platt added there were 6 events held at Heritage Park with 257 attendees.

Gayle Hornaday reported that 1,000 Books before Kindergarten kicked off on April 12th in honor of National Library Week. The purpose of the program is to encourage parents to read to their children before they start school. Parents can sign up online or come into the library to get a bookmark that helps keep track of the number of books read. After reading 100 books, the parent/child receives a nice book bag. For every 100 books read next, a sticker is awarded. When 1,000 books have been read the child gets a book of his/her very own. 66 children have signed up for the program and many more have taken the bookmark home and are expected to sign up when returning it to the library. Many children like to re-read the same book over and over and this counts as a book read each time. MJ Maynard asked how the program is being marketed. Gayle Hornaday replied on the website and in storytimes. There will be more about it as time goes on. This is a perpetual program. Angela Thornton said a reporter from the Las Vegas-Review Journal contacted Betsy Johnson and will be getting information about the program.

Angela Thornton recently attended a meeting of the City of Henderson Emergency Management Committee. Matt Hortt used to represent the library district on this committee and Angela Thornton will now be the library representative. The group is trying to develop a task force in the area to handle natural disasters. There have been many compliments about what the library has to offer and Angela Thornton has been asked to speak at the May meeting.

Several staff members attended Public Library Association [PLA] in Denver, Colorado in April. The information gleaned from the conference will now be incorporated into staff meetings. Stephen Platt said it was a good conference and focused on how libraries are changing and how library workers are pretty much the jacks-of-all-trades. Staff need to be familiar with different IT things, and be able to be that personality that promotes library services. Once library staff were thought to be shy and introverted. Now staff members make people feel comfortable and go out into the public to promote library services, making the whole transaction seamless. Library cards are even issued outside of the actual library buildings.

Angela Thornton said it is good to see how library staff in other areas handle the same issues local staff have. Program ideas will be shared within the library district and at the Nevada Library Association [NLA] conference. PLA was a good sharing opportunity.

Cindy Herman said outreach is so important and should be ongoing, not force fed into a period of time. Outreach will be key if the district goes out for another bond. Cindy Herman loved the statistics on the *Around the World in 30 Days International Festival* and that should be built into the promotion of what the library district brings to the community.

Donn Jersey asked if there is a platform for technology development for 1-3-5 years ahead. Angela Thornton said vendors constantly make contact to talk about technology and new products. Technology is at the forefront of everyone's minds. That is information sharing and that is the essence of what libraries are all about. Sean Hill said app [short for application] developers are focusing on the library world. Convincing them what libraries

need versus what they think libraries need is often a challenge. Communico recently came out in the UK and their model is trying to provide everything – website, apps, calendar, summer reading program, all in one interface for staff to use. When the information is input, it automatically fills into other spots where the information would be applicable. No need for inputting information more than once. Donn Jersey asked if the program would collect data. Sean Hill responded yes and added that Communico integrates with Google and Communico gets some compensation for that, keeping the library district's costs down.

Angela Thornton said the reality is money has to be considered. If something is added in, something else has to go. There are many factors to consider and there is no lack of opportunity to increase technology. Sean Hill said it's surprising how fast the search engines switched over to the new website. When the website was changed before it took a long time. Sean Hill pointed out there are more than one Henderson Libraries so it's important the right one comes up quickly when people are searching. Cindy Herman said a good job was done. Sean Hill responded thanks to a good team.

Staff participated in a film project about the relevance of libraries; this can be viewed on U-tube.

Henderson Libraries Foundation tried to get Leadership Henderson to choose creating small free libraries as the 2016 class project. They picked something else, but have now decided they can complete 3 of the free libraries in Inspirada. An occasional progress report is received.

Angela Thornton said a developer through the city brought up the possibility of a kiosk in a park in Inspirada. It soon became apparent the library district would have to finance the kiosk. Opportunities are still being pursued in Inspirada.

Marcie Smedley will be the new Paseo Verde Library manager and will start mid-May.

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 approval of a five-year data and telecommunications contract.

Sean Hill said the library district participates in the federal e-rate program. A recent FCC modernization order indicates funding will be winding down for phone lines, but will focus instead on internet access. While taking advantage of the e-rate funding for phone lines, the library district never considered taking the e-rate money for internet access because of the strings attached requiring filters. After reviewing the requirements, it was decided the library district already does pretty much what the program requires. The discount offered is based on the nearest school district. This will result in a 60% discount on telecommunications cost. The district will have to be CIPA compliant over the next year. [The Children's Internet Protection Act (CIPA) was enacted by Congress in 2000 to address concerns about children's access to obscene or harmful content over the Internet. CIPA imposes certain requirements on schools or libraries that receive discounts for Internet access or internal connections through the E-rate program – a program that makes certain communications services and products more affordable for eligible schools and libraries. In early 2001, the FCC issued rules implementing CIPA and provided updates to those rules in 2011.] The district will be required to inform the public about its internet policy in a public meeting and some wording will need to be changed in existing policies.

2 vendors, Cox and Zayo Group, submitted bids. The district's long-time provider, CenturyLink, did not reply to the request for bid. The chosen provider is required to follow e-rate guidelines. Sean Hill is recommending Zayo, a large internet provider that deals with fortune 500 companies. Zayo's existing infrastructure in cellular towers runs by our libraries. The bid from Zayo Group

was 50% less than Cox. In 5 years, the district can add capacity up to 10 gigabytes. This year the district will go from 100 megabytes to 1 gigabyte.

Zayo does not do the phone side of things so Cox will get that and also Heritage Park. With the e-rate discount the cost will be \$25,000 to \$26,000. This is a big savings to the library district for much more bandwidth.

David Ortlipp expressed concern about Zayo's support. You don't know how good support is until you need them and Zayo is based in Colorado. Sean Hill replied that Zayo has a local presence. This was also one of Sean Hill's concerns. A scoring sheet is used when rating the possible e-rate provider. Price carries the most weight, while 20% is for prior experience. Sean Hill could only rate them a 1 because of the lack of experience with them.

Sean Hill said Zayo is a big ISP [internet service provider]. A lot of the library's digital storage is in the cloud and in the future Zayo can give access to clouds with higher bandwidth. Nonperformance and penalties are addressed in the contract. Sometimes with an e-rate provider it is a lot work to get a refund. Service is more important; credits have to be backed out of payments by the federal government. Sean Hill did speak to 2 out of 4 references who indicated the service works, it's in and it's an easy process.

Sean Hill said he is confident in the decision to contract with Zayo Group. MJ Maynard said if they aren't performing, can the district get out of the contract without having to pay? Sean Hill said there is a clause that if no funds from e-rates are available, the district can get out of the contract. Donn Jersey said CenturyLink was horrible in getting things fixed. Sean Hill agreed and said the last contract bid CenturyLink came in under Cox so it was less work to stay with them without having to change providers, ranges, vendors, etc. but keeping them broke a lot of stuff. Donn Jersey said it sounds like there is a lot of upside. Sean Hill is excited about the change. The hardware doesn't have to be changed and next year there will be money from e-rate to help fund the hardware to boost up to the 10 gigabyte. Our current connection increased from 10 megabytes to 100 megabytes, but is already slowing down like it was when there was only 10. Pricewise, the RAM portion cost difference between 1 gigabyte and 10 gigabytes is only \$100 per month. At that point servers won't be needed in the branches.

Mark McGinty made a motion to approve the five-year data and telecommunications contract with Zayo Group. David Ortlipp seconded the motion. The vote was unanimous.

2. Discussion and possible Board action regarding fiscal year 2016 budget amendments.

Debbie Englund said that pursuant to NRS 354.598005, sec 3, the library district is allowed to amend the budget for grants and donations. The district accepted the following grants, gifts or bequests during FY16:

Statewide Summer Reading LSTA grant	\$ 2,900
Collection Development grant	2,897
Henderson Libraries Foundation (materials donation)	35,000
Henderson Libraries Foundation (teen programming)	1,500
Henderson Libraries Foundation (Writers' Retreat)	2,500
Moffet Paseo Verde Library donation	5,000
Patron Paseo Verde Library donation	1,200
Friends of Henderson Libraries (Director's allotment)	1,500

Total amount of amendments: \$52,497

Pursuant to NRS 354.598005, section 5, budget appropriations may be transferred between functions, if such a transfer does not increase the total appropriation in any fiscal year and is not in conflict with other statutory provisions. The governing body must be notified of such transfers.

In FY16, the district completed one such transfer. The district budgeted \$200,000 in Capital Outlay for the replacement of the Green Valley Library HVAC system. To properly execute the RFP process and to ensure quality contractors bid, \$1,100 of these funds were used to advertise the RFP. A transfer was done to move appropriations from Capital Outlays to Supplies & Services to cover these expenditures.

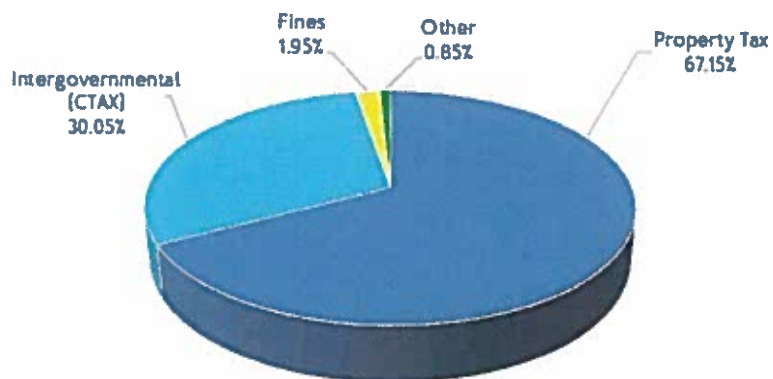
Mark McGinty made a motion to accept fiscal year 2016 budget amendments Cindy Herman seconded the motion. The vote was unanimous.

- 3. Discussion regarding property tax caps.
Debbie Englund showed a PowerPoint presentation about property tax caps that was developed by a local fiscal working group:



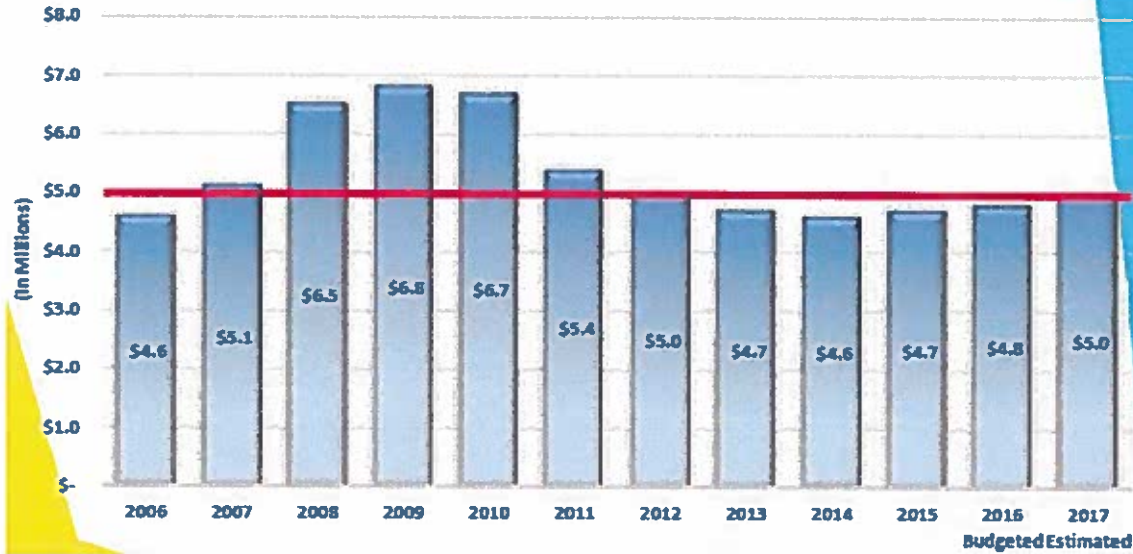
PROPERTY TAX CAPS APRIL 2016

WHERE THE MONEY COMES FROM 2016 GENERAL FUND REVENUE \$7.2 MILLION



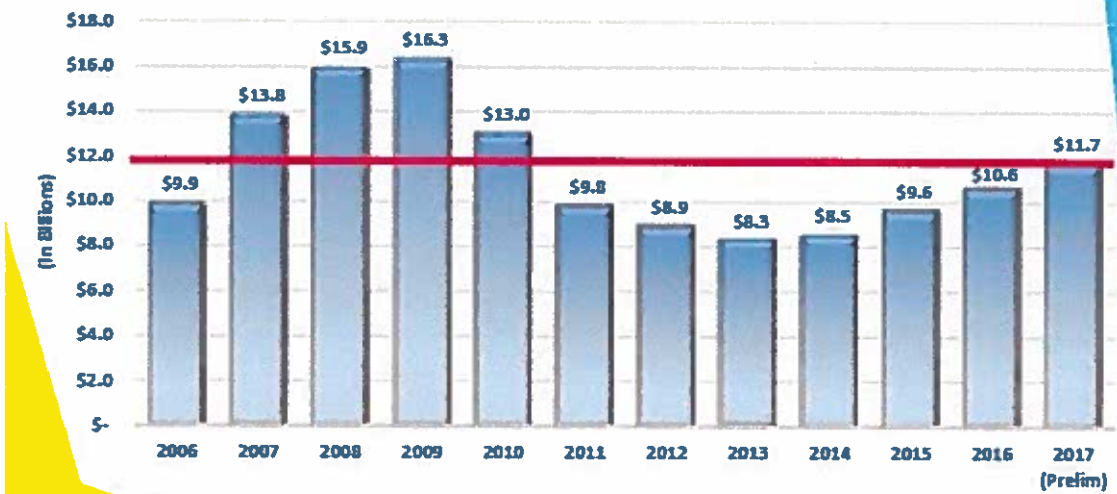
PROPERTY TAX TREND (IN MILLIONS)

HENDERSON LIBRARIES



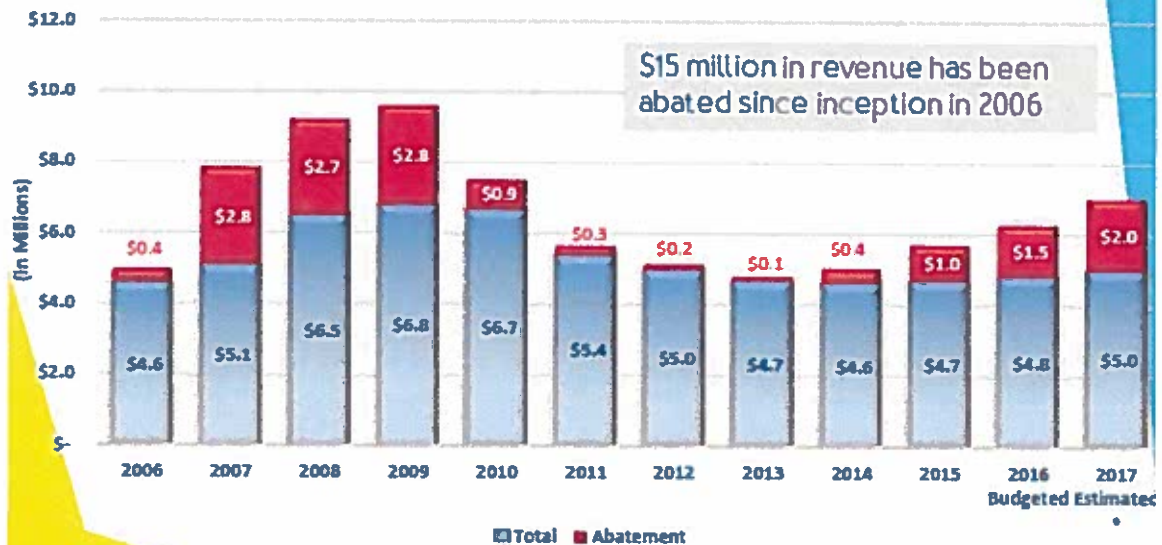
ASSESSED VALUATION (IN BILLIONS)

CITY OF HENDERSON



PROPERTY TAX TREND (IN MILLIONS)

HENDERSON LIBRARIES



*2017 Estimated - approximately 71% of property taxes can be collected due to abatements

WHAT IS ABATEMENT?

Abatement is the difference between what a property owner pays in Property Taxes with the cap in place vs what would have been paid without a tax cap.

HOW IS THE TAX CAP CALCULATED?

Owner Occupied Residential

- The LESSER of 3%, OR the Commercial Cap

Commercial (all other property)

- The GREATER of 2x CPI OR Average 10 year Assessed Valuation growth rate
- Cannot exceed 8%

So, how's that working for Clark County?

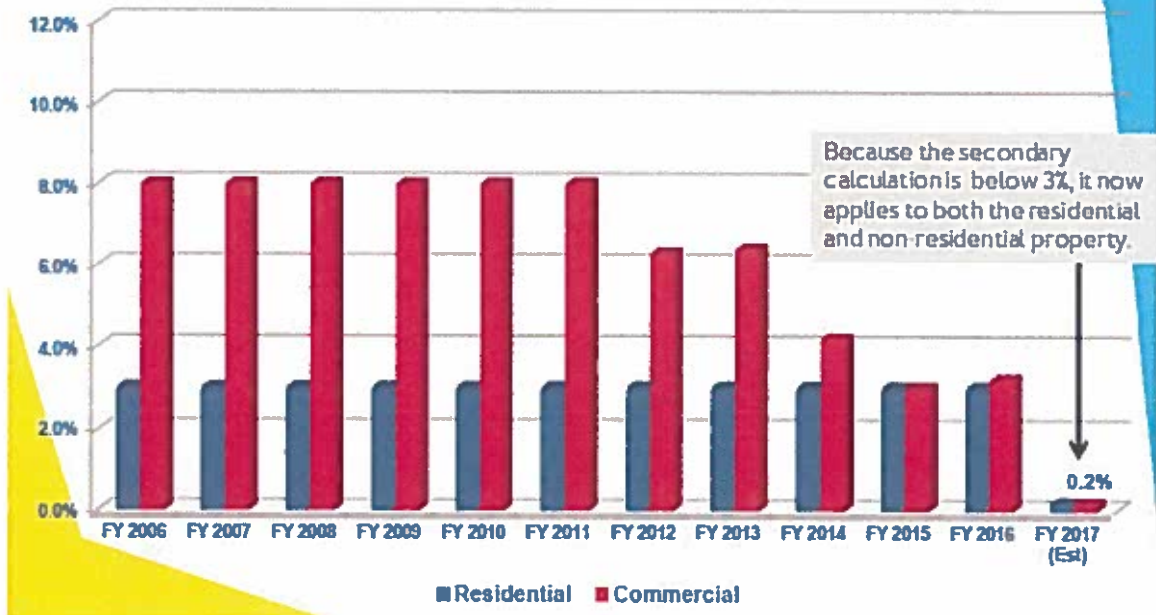
PROPERTY TAX CAP HISTORY

CLARK COUNTY

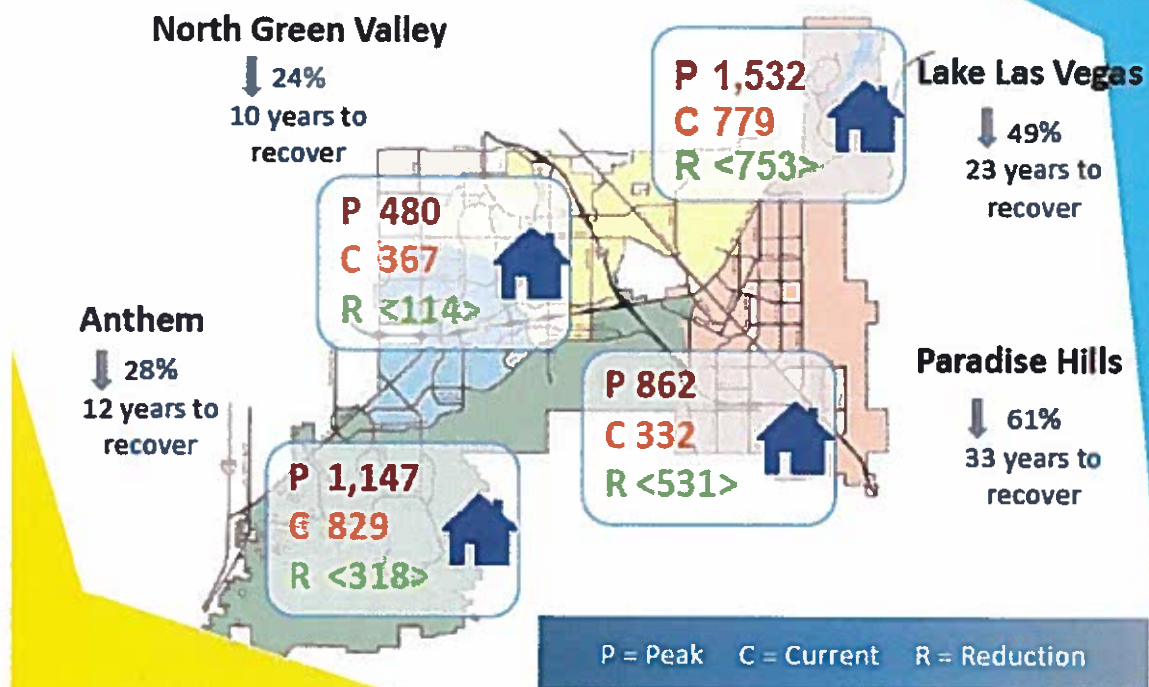
FY	Abatement Caps		10 Yr Avg	CPI	2 X CPI
	Residential (1)	Commercial (2)			
FY 2006	3.0%	8.0%	12.6%	2.7%	5.4%
FY 2007	3.0%	8.0%	15.7%	3.4%	6.8%
FY 2008	3.0%	8.0%	16.9%	3.2%	6.4%
FY 2009	3.0%	8.0%	15.8%	2.8%	5.6%
FY 2010	3.0%	8.0%	11.1%	3.8%	7.6%
FY 2011	3.0%	8.0%	8.6%	-0.4%	-0.8%
FY 2012	3.0%	6.3%	6.3%	1.6%	3.2%
FY 2013	3.0%	6.4%	4.4%	3.2%	6.4%
FY 2014	3.0%	4.2%	3.7%	2.1%	4.2%
FY 2015	3.0%	3.0%	1.4%	1.5%	3.0%
FY 2016	3.0%	3.2%	-1.8%	1.6%	3.2%
FY 2017 (Est)	0.2%	0.2%	-3.1%	0.1%	0.2%

PROPERTY TAX CAP HISTORY

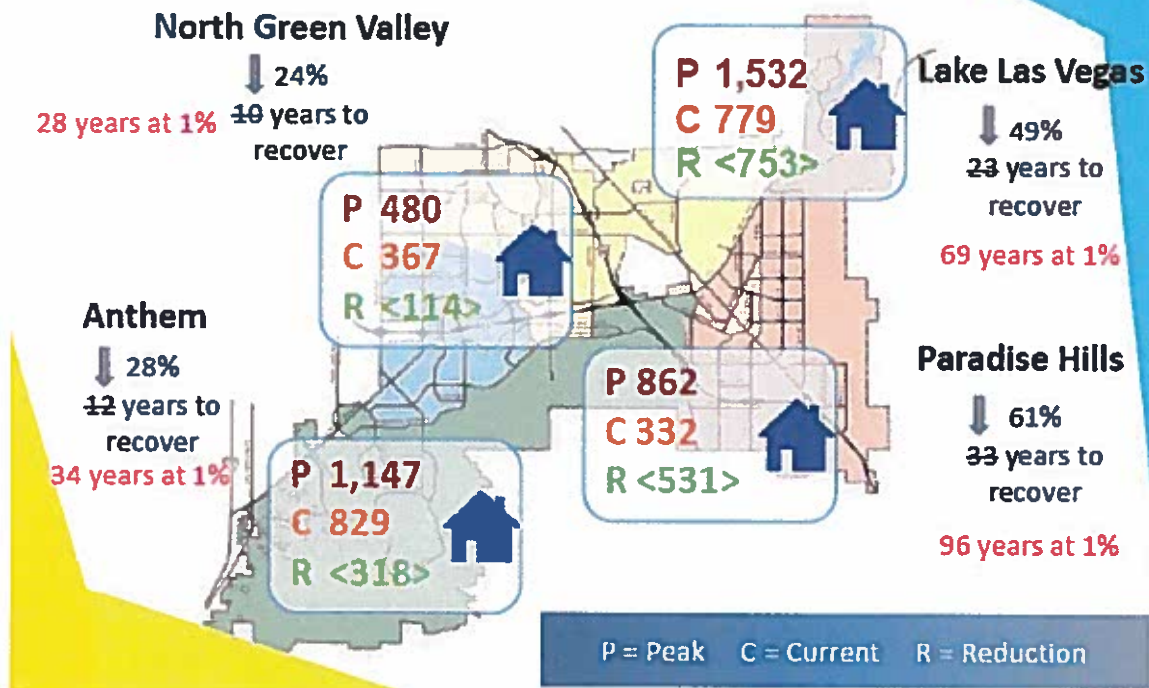
CLARK COUNTY



HENDERSON PROPERTY TAX REVENUE

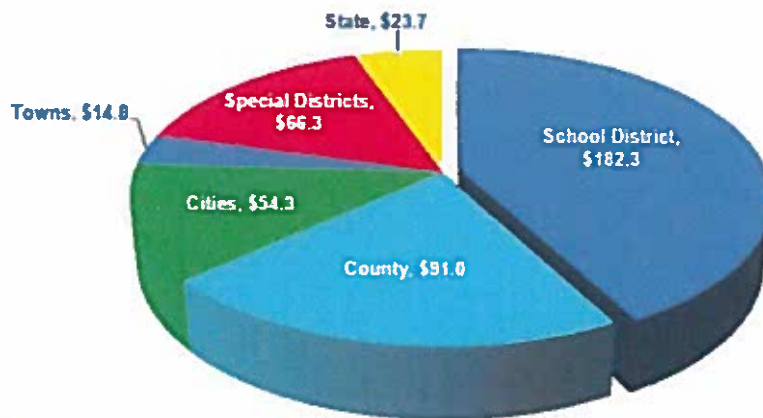


HENDERSON PROPERTY TAX REVENUE



ABATEMENT IN CLARK COUNTY FY2016 - OVER \$432 MILLION

All entities are affected, especially the School District



CONCLUSION

- Current property tax formula is complicated, unpredictable, and un-sustainable
- Abatement caps will continue to erode what used to be Nevada's most stable revenue source
- Property tax has not kept pace with cost of maintaining services, threatening service reductions throughout Clark County
- Raising property tax rates would have minimal impact on our revenues because of the caps
- Stakeholders need to understand formula impacts and work together with State leadership to find a legislative solution

MJ Maynard asked if the fiscal group will take this on and continue the conversation with the legislature. Debbie Englund responded yes. There is some discussion about the depreciation and possibly changing the cap. Cindy Herman said the school district and Clark County are the hardest hit. Will Clark County push for this? Debbie Englund said yes. Cindy Herman asked if there was much North versus South. Debbie Englund responded she didn't know but both are affected. Jim Frey asked how this issue will be addressed. Debbie Englund responded it is one of many things being considered to send to the legislature.

Old Business

1. **Discussion and possible Board action regarding the personnel subcommittee.**
MJ Maynard said the personnel subcommittee will be meeting with Angela Thornton and will report back to the Board.

Announcements

The next Board meeting will be held on May 19, 2016 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 8:31 a.m.

Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by April 14, 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.