



MINUTES

Henderson District Public Libraries Board of Trustees

Date: December 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 7:45 a.m.

Roll Call

Board present: James Frey, Cindy Herman, Mark McGinty, Kip Noschese, Bette Silverman

Board absent: Donn Jersey, David Ortlipp

Staff present: Dana Bullinger, Lauren Dahlgren, Jeremiah Ford, George Greicar, Gayle Hornaday, Betsy Johnson, Michelle Mazzanti, Heela Naqshband, Erin Owens, Kate Peraza, Lisa Phelan, Stephen Platt, Lori Richardson, Kevin Scanlon, Marcie Smedley, Vivian Tufano, Leona Vittum-Jones

Others present: Julie Buckley, Cindy Vallar

Approval of Agenda

Jim Frey 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

November 16, 2017

CA-2 Review of Paid Invoices

November 2017

Cindy Herman made a motion to approve the consent agenda. Bette Silverman and 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.

Reminder of January meeting location change

The next board meeting will be January 18, 2018 at the James I. Gibson Library, 100 W. Lake Mead Parkway. There will be several reminders since this is a change from the normal location.

Library Tree Lane Recap

Julie Buckley said the Library Tree Lane Gala was a wonderful event. Everyone who attended had an enjoyable time. There were new successes and old successes. New successes included the live auction, Monica O. Jackson as emcee/auctioneer and ten beautifully decorated wreathes (sponsored for \$250.00 each). Old successes included the gift card balloons which did really well, bringing in \$1,100. The balloons were an easy sell. Mark McGinty commented that the balloons were fun. Julie Buckley said the live auction brought in over \$10,000. There were 90 silent auction baskets, down from 250 the previous year. With less baskets, there were more bids on every single basket. Last year, 250 baskets brought in \$20-22,000 and this year 90 baskets brought in \$16,000. This was a win-win fun holiday event that made money for the library. The gala netted \$44,000; last year's event brought in \$42,000. The Friends group is working with the Henderson Community Foundation to determine how to split the \$44,000.

The friends group is reaching out to the community for space to build smaller baskets. There has not been a decision whether there will be a gala in 2018, but the space would be useful for other events. This year there were 2-1/2 months to get ready and volunteers worked on baskets every day. It was more stressful this year. For the volunteers, the work is a social event. There is less stress if the work is spread out over more months. Julie Buckley asked the board to pass this request on to any person or business that might have extra space. Mark McGinty asked how much space. Julie Buckley said this year there were 6 small offices, but a room about half the size of the conference room would be enough, about 600 to 700 square feet. Julie Buckley said the gala was a great event and the volunteers love doing it but space to work is necessary. Mark McGinty said the gala was very lively and upbeat. The bid sheets had a lot more activity and it was a lot of work to win a basket.

Jim Frey asked if Monica Jackson was paid. Julie Buckley responded, yes, Monica Jackson was paid \$1,000 and did a phenomenal job. Jim Frey said you have to spend money to make money. Mark McGinty said a professional auctioneer can make or break an event and would have cost much more. Julie Buckley said Monica Jackson gave a good price since the gala was a charity event. Mark McGinty thanked the Friends and the Henderson Community Foundation for the efforts in making the gala a success. Marcie Smedley thanked the board for being there and for buying things. Marcie Smedley thanked Julie Buckley and the Friends, and Lisa Phelan for working out the building logistics.

International Festival

Last April there were 17 different cultural events at the libraries. Stephen Platt said the 2018 International Festival events will take place throughout the year. Each month will feature events at different library branches. In January, there will be a class by a Turkish group, *Ebru: The Art of Turkish Paper Marbling*, at the Green Valley Library on January 3. A Chinese tea service demonstration will take place at the Gibson Library on January 6. On January 13, there will be a *Get to Know Poland Day*, put on by the Polish American Social Club and the City of Henderson, at Heritage Park Senior Facility Library. Participants will learn how to make pierogis [Polish dumplings], be entertained by a 16 member dance club, learn how to dance and will see pictures and images of Poland. January's events will wrap up at Heritage Park with a Ukrainian egg demonstration on January 20.

Stephen Platt said there are many local groups eager to share their culture with their neighbors and participate by presenting unique items of interest. The library is a showcase for our community's unique background and heritage. Mark McGinty asked what constitutes an egg demo. Stephen Platt said the eggs represent different things, such as the renewal of life, and have different designs made with wax. There will be demonstrations and a workshop where people can sign up to make a Ukrainian egg. Marcie Smedley said library staff is excited to spread the International Festival throughout the year, highlighting diverse backgrounds of people in our community.

Marcie Smedley introduced Jeremiah Ford, the library district's new courier/facilities person and welcomed Lori Richardson to the Acquisitions and Bibliographic Services department from the Green Valley Library circulation department.

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 regarding resignation of Board chair

Mark McGinty said Donn Jersey's health issues required him to tender his resignation from the board. Donn Jersey is doing much better but needs to focus on his health. Mark McGinty lamented the loss and showed an appreciation plaque created in honor of Donn Jersey's 6 years of service to Henderson Libraries Board of Trustees. Mark McGinty will set up a lunch after the first of the year and present the plaque to him.

Per the board's bylaws, no action is required when a board member resigns. The bylaws state the vice chair automatically moves to chair and the secretary moves up to vice chair. This does leave the secretarial position open.

2. Discussion and possible Board action regarding the vacant Board secretary position

Mark McGinty said a motion is necessary for a special election if the board desires to fill the vacant secretary position. Mark McGinty will step into the chair position. David Ortlipp will step into the vice chair position. The regular election of board officers

will take place in May. Unless the board has other feelings, an election can be scheduled to fill the secretary position until the May election. Jim Frey said he likes the idea of a defined line of succession to predict where the board will be over a period of time. If someone is unable or unwilling to serve, it does create a glitch. Mark McGinty said David Ortlipp stated he will be happy to step into the vice chair position. The board may schedule a special election in January to elect a secretary. Jim Frey asked what the secretary does. Mark McGinty said the bylaws state the board must have a secretary. As secretary, David Ortlipp read the bylaws forward and backward. The secretary has "acting chair" signing rights if the chair and vice chair are unavailable. Some contracts require the board secretary's signature. Cindy Herman pointed out the board election is a two-step process, requiring nominations in one meeting with voting done in the next meeting. Cindy Herman made a motion to open nominations for the position of secretary. Jim Frey seconded the motion. The motion was amended to include scheduling a special election at the January board of trustees meeting. Cindy Herman nominated Kip Noschese for the position of board secretary. Kip Noschese accepted the nomination. There were no other nominations. Voting will take place at the January board meeting.

Old Business

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

Marcie Smedley said the Malcolm Library building is in escrow. The selling price was \$1,000,000. After commissions and estimated closing costs, the library district will net \$934,040.50. After depreciation through 2017, plus an estimated depreciation through the February escrow, the book value is at \$913,570.00, showing a gain of \$20,470.50. The escrow lasts for 90 days. At the last meeting, the board gave administration staff the ability to negotiate the sale, but board approval of the sale is necessary. Cindy Herman made a motion to approve the sale of the Malcolm Library for \$1,000,000. Jim Frey seconded the motion. The vote was unanimous.

Announcements

The next Board meeting will be **January 18, 2018** at the **JAMES I GIBSON LIBRARY, 100 W. LAKE MEAD PKWY.**

Kip Noschese asked if the open board position posted. Marcie Smedley said the open board position is up on the library district website and the county website. If anyone knows someone to recruit, please have him or her complete the application. Currently the posting has a closing date of January 7, but that may be extended, due to the holidays. Commissioner Gibson's assistant said Commissioner Gibson does not have someone in mind for the position and is willing to consider the library board's recommendations. When the application period closes, the board will receive information about the applicants. Kip Noschese said he and David Ortlipp discussed that someone with a legal background/experience would be good. Marcie Smedley said the admin team had also discussed that legal expertise would be helpful. Jim Frey suggested conveying that to Commissioner Gibson as he may have someone in mind. Mark McGinty said the board will review the applications and make a recommendation to the county commission. The first step is to get the application in.

Mark McGinty applauded everyone who wore an ugly sweater for "ugly sweater day" and wished everyone a happy and safe holiday season.

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 a.m.

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