



**MINUTES**  
**Henderson District Public Libraries**  
**Board of Trustees**

**Date:** November 18, 2021

**Place:** Paseo Verde Library

280 S. Green Valley Parkway, Henderson, Nevada

**Also accessible via Zoom**

**Time:** 7:45 a.m.

**Click here for information on accessing the video conference:**

<https://hendersonlibraries.com/board-of-trustees-769>

*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. Public comment will be taken on each item as it is heard. There will be a 3 minute per person time limit during the public comment portion of the meeting.*

**Call to Order**

Board Chair, David Ortlipp, called the meeting to order at 7:45 a.m.

**Roll Call**

Board present: Jennifer Andricopulos, David Ortlipp, Bette Silverman

Board present (via Zoom): James Green, Patricia Iannuzzi

Board absent: Angela Brommel, Kip Noschese

Staff present: Debbie Englund, Sean Hill, Michelle Mazzanti, Heela Naqshband, Lisa Phelan, Marcie Smedley

Staff present (via Zoom): Viveca Grinstead, Joy Gunn, Jillian Keith, Candace Kingsley, Shakita Kirkland, Kate Peraza, Leona Vittum-Jones

Others present: Cherie Rankova

**Approval of Agenda**

Bette Silverman made a motion to approve the agenda. Jennifer Andricopulos 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**

October 21, 2021

**CA-2 Review of Paid Invoices**

October 2021

Jennifer Andricopulos made a motion to approve the consent agenda. Bette Silverman 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*

Marcie Smedley said the Lucky Reads Challenge ended. There were over 300 participants that logged over 183,000 minutes. Five lucky winners were drawn, and each won a signed hockey stick, along with other prizes - including a pair of tickets to a Henderson Silver Knights game, an inaugural season ticket holder box, and t-shirts. The partnership with Henderson Silver Knights has been a great way to elevate Henderson Libraries' visibility in the community and we look forward to continued partnership with them.

Green Valley Renovation – There will be a better update next month as some details have been worked out around the need for Workforce Connections to get additional quotes for needed electrical work, and we are able to now move forward with scheduling the construction for the interior remodel.

West Henderson Library construction is continuing to progress, and a Spring of 2022 opening is still anticipated.

Team Round Tables – Marcie Smedley said she wanted to let the board know that she and Joy Gunn recently completed a series of round tables with the Henderson Libraries team. Round tables were held with each department and all the managers to solicit feedback. Marcie Smedley said they are working now to synthesize that information and prioritize next steps to address some of the topics that came up. Marcie Smedley and Joy Gunn both enjoyed the opportunity to connect again with the team after spending so many months meeting in mostly virtual formats. Henderson Libraries employs talented and dedicated individuals, and it was great to engage with the team during this process.

## **New Business**

### **Presentation of Independent Auditors Report and Fiscal Year 2021 Annual Comprehensive Financial Report**

Debbie Englund, Chief Finance Officer, said HintonBurdick completed the audit for FY21. On page 7, the auditor reports that the financial statements present fairly the district's financial position. On pages 75-78, HintonBurdick reports that they did not identify any deficiencies in Henderson Libraries' internal controls, that the district was in compliance with Nevada Revised Statutes, and that there were no compliance findings in FY20 or FY21.

In the government wide financial statements, the district reflected a net position of approximately \$10.9 million as of June 30, 2021. This was an increase of \$261,000 from the previous fiscal year. This increase can be attributed to increases in ad valorem and consolidated tax revenues which were offset by increases in post-employment liabilities such as OBEP and PERS. These liabilities are actuarially determined and out of the control of the district.

In the fund financial statements, the General Fund had an ending fund balance of approximately \$5.78 million. Ad valorem revenues, Henderson Libraries' main revenue source, was \$6.77 million, an increase of \$468,000 from FY20. Consolidated taxes, the other main revenue source, was expected to decrease by 49% due to the pandemic, however, it came in at \$2.70 million which was an increase of \$209,000 from FY20. This increase could be attributed to increased spending because of the federal relief packages. Salaries and benefits were \$5.96 million, an increase of \$88,000 over FY20. Services and Supplies, which was \$1.25 million, and Capital Outlay, which was \$627,000, were down a combined total of \$140,000 due to reduced services during the pandemic. All of these contributed to the net increase of \$1.66 million in the General Fund.

The Construction Fund had an ending fund balance of approximately \$2.11 million, which is a decrease of \$277,000. Major projects completed out of the Construction Fund included purchasing a materials handling unit and a roof repair project.

The Contribution Fund had an ending fund balance of approximately \$342,000, a decrease of \$81,000 from the previous fiscal year. Limited library services during most of this fiscal year, due to the coronavirus pandemic, resulted in reduced donations and the reduced fund balance.

The combined funds had an ending fund balance of approximately \$8.23 million, which is an increase of \$1.30 million from the previous fiscal year.

Debbie Englund took a moment to thank the staff at HintonBurdick CPA for their efficient completion of this audit, and thanked Trudy Casey for the wonderful artwork and Viveca Grinstead for her assistance in the preparation of this report.

David Ortlipp asked for public comment. There was none.

Jennifer Andricopulos asked if any part of the ending fund balance rolls over. Debbie Englund replied that the entire ending fund balance rolls over. Hopefully the funds can be used to open another library.

Marcie Smedley thanked Debbie Englund for her hard work on the annual report. David Ortlipp said the annual report is always very well done, adding that it is nice to have a little cushion in the ending fund balance in case taxes don't come in as projected.

## **Old Business**

None



**Announcements**

The next Board meeting will be **December 16, 2021**, 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.*

Cherie Rankova introduced herself as a 41-year-old Henderson resident living 1-1/2 miles from the Paseo Verde Library, and the mom of a toddler. Cherie Rankova said she is asking board to reconsider a policy that was put into place. She said she is thrilled the in-person programs are finally back. She has been taking her son to the Whitney Ranch Library and the library off Jones and Sahara for in-person storytimes when Henderson Libraries did not have in-person programming. When the in-person programs were brought back, it was instituted that children 2 and up must wear masks. This is not the rule for entering the library, reading books, or interacting with the librarians. With the Governor's directive 47 when everyone had to put the face masks back on, starting on July 30<sup>th</sup>, that policy included an exception, directive 24, which allowed for children 9 years and under not to have to wear a mask for certain places of business. Clark County School District is separate, not because they made their own policy but because there is a directive for the school district, directive 48. Ms. Rankova said this was very upsetting to her because she had to learn a different set of rules. She knows the directives because she is involved in her child's life. Ms. Rankova could not understand why this facility would not be following the guidelines set forth by the emergency directive and the state of Nevada. Ms. Rankova said she brought these concerns to Lisa Phelan and Marcie Smedley. Marcie Smedley's response didn't make sense to her and didn't reflect the law set forth. Ms. Rankova said in Marcie Smedley's response she said one of the policies adopted was a Clark County School District policy. But that is not a policy the school district made up on their own, it is an emergency directive. Marcie Smedley's response then said the CDC [Center for Disease Control], American Academy of Pediatrics policies said they "should" wear masks. "Should" is not an obligatory word. Cherie Rankova said this why the different states have taken that language and adopted it into their state's laws. This is also why Governor Sisolak has not mandated that all children must wear masks. [3-minute timer went off] Ms. Rankova said she is asking the board to help right a wrong. Parents should not have to push out of their community to go to other libraries. This should be taken under consideration. This wrong can be righted.

In a separate matter, when looking for the board meetings to attend, the information on the website reflects that public participation is not wanted. That needs to be fixed. It talks about website this and that. It needs to be updated to reflect you want participation from the community.

David Ortlipp thanked Cherie Rankova for her comments and asked if there was any more public comment. There was not.

**Adjournment**

The meeting adjourned at 8:01 am.

*Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by November 10, 2021.*

Posted at hendersonlibraries.com, the State of Nevada Public Notice Website, Henderson City Clerk's Office, Paseo Verde Library, Green Valley Library, and the James I. Gibson Library.

*For details of the agenda, or to leave public comment before the meeting, please call the administrative offices at 702-207-4298.*