



MINUTES
Henderson District Public Libraries
Board of Trustees
Date: January 19, 2017
Time: 7:45 a.m.

Place: Paseo Verde Library, 280 S. Green Valley Pkwy., 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 Donn Jersey called the meeting to order at 7:43 a.m.

Roll Call

Board present: Robyn Campbell-Ouchida, Jim Frey, Donn Jersey, Mark McGinty, Kip Noschese, David Ortlipp

Board absent: Cindy Herman

Staff present: Dana Bullinger, Lauren Dahlgren, Debbie Englund, Sean Hill, Gayle Hornaday, Betsy Johnson, Candace Kingsley, Shakita Kirkland, Michelle Mazzanti, Lisa Phelan, Stephen Platt, Marcie Smedley, Leona Vittum-Jones, Kristina Wang

Approval of Agenda

David Ortlipp 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

November 17, 2016

CA-2 Review of Paid Invoices

November – December 2016

Jim Frey made a motion to approve the consent agenda. Robyn Campbell-Ouchida 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.

Gayle Hornaday said the Malcolm building was listed for sale in mid-December. There have been some phone calls, and some interest, but nothing substantial yet. The realtor says this is the slow time of year for real estate, so expectation is that offers will come in as the year progresses. Staff is working with Friends to get the building cleaned out. It is still in a state of post Library Tree Lane chaos. The plan is to have the building cleaned out by mid-February. Friends are planning to hold a garage sale with the items remaining. Jim Frey asked what the asking price is. Gayle Hornaday responded \$1.6 million. The district paid \$1.3 million for the building originally.

Library reports:

Marcie Smedley introduced Paseo Verde Library Adult Services Department Head, Lisa Phelan, who gave an overview of the upcoming workshops associated with the 4th Local Author Showcase. Lisa Phelan said the *Local Author* idea was originally just an idea two librarians had, and has grown into large local attraction; this year aided with a project grant from the Nevada Arts Council. The purpose of the program is connecting, inspiring and celebrating local authors in our community.

Gregory Kompes will be holding workshops at the Gibson Library: *So, You Wanna Write a Novel* and *Fiction Writing through Prompts*. Sean Hoade will host workshops at the Green Valley Library: *Fiction Mastery in 6 weeks* or *Double Your Money Back!* Clark County Poet Laureate, Bruce Isaacson, will host a series at the Paseo Verde Library: *Beat Poetry*.

Lisa Phelan said Bruce Isaacson studied under Allen Ginsberg and has a passion for this genre of poetry. Mr. Isaacson is very personable, impressive and supportive of local talent. On March 13th at 6:00 p.m. there will be an Open Mic event for the public and some of the better known poets in our community.

The big showcase on March 18th will host over 70 local authors and will feature New York Times Bestselling Author Sylvia Day.

Jim Frey asked if the authors hosting the workshops are compensated. Lisa Phelan responded yes, although many have done seminars for the district free of charge in the past, the grant made it possible to offer compensation. Donn Jersey asked if there is any advertising. Lisa Phelan responded that Marcie Smedley created a press release that was picked up by the Las Vegas-Review Journal. Some money is available and advertising may be placed in the Las Vegas Weekly. Donn Jersey asked if there would be advertising through KNPR. Lisa Phelan said The Desert Companion (owned by KNPR) may feature the program, and added she is open to suggestions. Donn Jersey suggested contacting someone in public relations. Robyn Campbell-Ouchida said she has helped Marcie Smedley with the media lists. Donn Jersey asked how the turnout has been. Lisa Phelan said it has been good.

Candace Kingsley said the Gibson Library has received State Department approval and is now an official passport agency. Staff training can start with noncritical audiences (staff needing passports) as a soft opening.

Shakita Kirkland presented a Crafting for a Cause year-end report. The program began in 2014; this year participation increased dramatically. An ad on Craig's List solicited donations of yarn, yielding 2,400 skeins. Marketing blurbs went out districtwide on the website and digital signage. The Henderson Senior Auxiliary donated 50 skeins of yarn. \$400 was budgeted for yarn and the entire cost of the program for 2016 was \$250.

The primary goal was to have 50 people register and actively participate. 46 patrons registered online and 38 of those finished and turned in projects. Shakita Kirkland proudly reported that 1,200 projects were completed, many more than the 100 project goal.

Shakita Kirkland learned that opening the program up to the other Henderson Libraries gave staff an opportunity to participate and support the program. The online marketing and promotion encouraged a lot of participation, giving non-crafters an opportunity to help the community. The library district offers many services, but this program allows others to chip in, helping less fortunate people in our community.

Jim Frey asked what happened with the yarn. Shakita Kirkland said that the *Stitch and Moan Club*, a library group, cranked out many projects. *The Nifty Knitters*, at Heritage Park Senior Facility, also finished multiple projects. There was so much yarn that patrons had the opportunity to make numerous items. In previous years, the program was limited by the amount of yarn that could be purchased. There was so much yarn donated this year, there will be no yarn budget needed next year. An overwhelming amount of completed projects were received, making it possible to send projects to 2 separate boys and girls clubs and Baby's Bounty in addition to the nonprofits that were targeted. Donn Jersey asked if there was media coverage. Shakita Kirkland responded a press release and wrap up statement were sent out. Robyn Campbell-Ouchida said that next year a press release should be sent out during the program. Advertising is planned, in the form of an ad, in the April issue of the zip code magazine.

Stephen Platt reported 2 Artist-in-Residency-Grants were received from The Nevada Arts Council, totaling \$2,400 to support *Around the World in 30 Days*, a program in April. The program includes professional art-driven workshops such as sketching, drawing, painting, acrylics, traveler's art and Ukrainian egg programs. The grant money is earmarked support Henderson Libraries' cultural events.

Jim Frey asked where the libraries are in the government budget. Gayle Hornaday responded public libraries are not in the governor's budget. The Nevada Arts Council is in the governor's budget, as is the state library and department of cultural affairs. Nevada Arts Council grants are not necessarily for public libraries but the library district was encouraged to apply.

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 authorization to purge patrons inactive more than three (3) years and all associated fines, fees, and material held by said patrons

Gayle Hornaday said the annual patron purge is done every year; this year’s purge is particularly large as some cleanup is necessary from past years. Last year there was discussion about how the district’s recovery service works with credit reporting agencies to report the patrons with large debt. Because of changes in the regulations the credit reporting agencies brought about, the library debt is no longer eligible for reporting. Previously, the district was required to keep all credit-reported patrons in the district records for 7 years. Due to the new changes, this is not necessary. The recovery service has already purged these records and now the library district needs to purge them as well. The records affected are from 2014 to 2006 when the district first engaged the materials recovery service.

Normally the yearly purge is about \$110,000. Because of purging the past years of debt from credit-reported patrons, this year’s purge is much larger. The Board needs to approve purging these patrons, along with the associated debt. Mark McGinty asked if this has come before the Board before. Gayle Hornaday responded yes, although it fluctuates every year. Generally, patrons who have not used the library in 3 years are purged. The exception would be if the account is linked to another account, such as a parent-child relationship. If the child card was also dormant for 3 years, then both accounts would be purged.

David Ortlipp asked if the \$267,000 is for items borrowed and never returned, with the \$40,000 as accumulated fines. Gayle Hornaday responded yes. Jim Frey asked what the average fine is. Gayle Hornaday said that when fines exceed \$6, the patron loses borrowing privileges. Jim Frey asked if the recovery agency is effective. Gayle Hornaday responded yes. The last year or so there have been fewer patrons going into the collection agency due to their efforts.

Mark McGinty made a motion to authorize the purge of patrons inactive more than three (3) years and all associated fines, fees, and materials held by said patrons. Jim Frey seconded the motion. The vote was unanimous.

2. Discussion and possible board action regarding formation of a personnel subcommittee

Donn Jersey said it is time to form a committee to begin the search for a new executive director and asked for volunteers. David Ortlipp, Mark McGinty and Jim Frey volunteered. The group will be called a director search committee instead of a personnel subcommittee, for a more narrow focus.

3. Discussion and possible board action regarding statewide posting of Executive Director position

Donn Jersey said the last executive director search included a healthy investment in an outside recruiting firm. The Board wants to look at other options. The money can be put to better uses. The ultimate goal is to find a Henderson-connected person to fill the position. Moving forward, this is what the district needs – a political fundraiser. A library operator is not needed, the library district is being well run now, but the district needs a fundraiser. A local person is needed, someone who is plugged in to Henderson, has been here and can make things happen. Unfortunately, the board’s last decision did not work out, so it is necessary to get progressive and smart and move forward.

Jim Frey said the Board tried to search [without professional help] and that did not work out either. We need to get smart and learn from the first experience. David Ortlipp said the Board has a lot of confidence in staff. People have stepped up and run the library system very effectively and well. It is time to think outside of the box – when looking at the Executive Director position; a librarian may not necessarily needed. There is a latitude to look at other skills and find someone to beat the drums and represent Henderson Libraries in Carson City.

Mark McGinty said there are people in our system that could be a good executive director; he would prefer not to shut the door on the local talent. Fundraising can be hired if necessary. Everyone who feels capable of being an executive director is encouraged to apply. Mark McGinty said he was new to the board when this committee was formed last time. He is not so new now and is ready to get in the thick of it.

The Board is thankful to staff for doing a great job and making it easier for the Board to make leadership decisions. Donn Jersey said the posting should be up in the next couple of weeks. Jim Frey asked Debbie Englund if she would work with the committee, maintaining records, etc. Debbie Englund agreed.

Old Business

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

Donn Jersey said the open house on January 17, 2017 had two attendees from the public. The open meeting was necessary for transparency. The building is for sale. This is the slow season. The Board is hopeful the agent comes through and comparable sale prices stay as they are. Hopefully the sale will net a little seed money to move forward.

Kip Noschese had a question that came up afterward. Do master-planned communities ever include a library? These are family friendly spaces and one would think a library would be desirable. Mark McGinty replied that public facility zoning spaces are included. Usually these are schools and parks per code. Libraries are not part of that public facility space. The district would have to approach the developer, ask and purchase the land. Jim Frey said if Inspirada is the next targeted area (or Cadence, Donn Jersey interjected), it may be worth talking to the developer. Perhaps the city could assist.

No action was required.

Announcements

The next Board meeting is scheduled for February 16, 2017 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 adjourned at 8:25 a.m.

Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by January 13, 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.