



**MINUTES**

**Henderson District Public Libraries**

**Board of Trustees**

**Date:** June 21, 2018

**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 Mark McGinty called the meeting to order at 7:45 a.m.

**Roll Call**

Board present: Angela Brommel, Jim Frey, Cindy Herman, Mark McGinty, Kip Noschese, David Ortlipp, Bette Silverman

Board absent: None

Staff present: Lauren Dahlgren, George Greicar, Joy Gunn, Gayle Hornaday, Betsy Johnson, Michelle Mazzanti, Edson Navarro, Kate Peraza, Lisa Phelan, Stephen Platt, Lori Richardson, Marcie Smedley, Vivian Tufano, Leona Vittum-Jones

Others present: None

**Approval of Agenda**

Angela Brommel 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**

May 24, 2018

**CA-2 Review of Paid Invoices**

May 2018

Cindy Herman made a motion to approve the consent agenda. 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.*

Stephen Platt, Manager of the Green Valley Library, brought a 3D printer to demonstrate. Stephen Platt said Workforce Connections gave the library district two 3D printers. A handout was in the Board packets. Workforce Connections promised to give library staff a new form of technology every year to use and share with library patrons. The donation this year was two Makerbot 3D printers. Having just received the printers, library staff are trying to get everyone excited about 3D printing.

Stephen Platt gave an overview of 3D printers in public libraries: In 2015, there were five hundred 3D printers in public libraries around the nation. That amount will grow 50% every year. Last year, a half-million 3D printers were sold. Like any new technology, 3D printers will evolve over time, printing faster and bigger. There are many applications for this technology. In China and Denmark, 3D printers are helping to build houses by creating bricks out of concrete. 3D printers will provide the jobs of the future: if libraries, and librarians, can start at the beginning and understand that, they are a step ahead. There are challenges. 3D printers are so slow. Libraries are trying to adapt to that while working them into programming.

Many libraries have Makerspaces that include a collection of all sorts of tools. 3D printing is one of those tools. Having a 3D printer available allows patrons to come in, design a project, and print the project for free or low cost. Creative software is available to design projects. Tinker Cat is one free version. There are many designs already created by the Tinker Cat community available to print. People enjoy using the software once they have learned how to use it. The Makerbot can create key chains, logos, etc. When placed in the lobby, displaying the design on the screen, and printing the project, people like to gather around to see how it works. This gets people asking questions. Another way to use the 3D printer is to have a club, design contests, and teen art exhibit with 3D designs. A chess club could imprint a chessboard and collaborate on the parts and pieces designed for the board. In the end, the project is a group collaboration. 3D printer technology can add to existing library programming. Staff can challenge students to design a utensil. Over the next week, the utensils can print out for display at the next meeting. For example, if baking cookies was part of a program, cookie cutters could be designed and print during the program.

The library can offer design software classes. 3D modeling classes can tie into existing coding classes. These ideas on how to use a 3D printer just scratch the surface. Right now, there is a group of individuals excited about and demonstrating how the printer works. Workforce connections did some training and more advanced training is in reach. Jim Frey asked where the 3D printers are located. Stephen Platt responded Green Valley Library and Gibson Library each have one. The printer in the back of the room is currently printing three 3D tiaras. The tiaras can then be decorated/painted by children during a program. This is one way to use the 3D printer during summer reading this year. Gibson Library is setting aside a room for a Makerspace. Bette Silverman asked if a video of a 3D project will be placed on the website. Stephen Platt agreed it is a good idea. The Makerbot even has a camera on it. Kip Noschese said some of the edges look a little rough. Is there finish work? Stephen Platt said there is a whole section on sanding/finishing and there are finer plastics available for use. Some 3D printers now even print with wood. Mark McGinty commented 3D printers are designing human organs. Bette Silverman added 3D printing of artificial limbs is very beneficial for children who are still growing. Stephen Platt quoted from Library Technology Bulletin: "3D printing services are integral to the changing face of library services... The goal of 3D printing in libraries, they thought, would not to be to create the next artificial heart, but a library user could learn about the technology and potential of digital fabrication. And learning that with simple hands-on projects, entrepreneurs can give them a head start on creating that part in a future career in a highly specialized medical laboratory." It is about getting the users excited about it and teaching them the basics. Stephen Platt hopes that they will be better for the experience at the library.

Bette Silverman said a woman at the American Craft Exhibition in Chicago last year used a 3D printer to create jewelry. Each piece sold for \$184. This is a great introduction to art. Stephen Platt said many applications cross over into the sciences and humanities. David Ortlipp said Las Vegas-Clark County Library District has many STEM programs for summer. The 3D printer could create an entire program for kids. A particular exercise could go from conception to the end with a completed project. Marcie Smedley added that Henderson Libraries has a lot of STEAM programming and coding classes. Now that the district has the technology and trained staff, the library can offer classes for adults and children. Some public libraries allow patrons to bring in their own project to print. Cost for this service will have to be determined since there is a cost involved to the district. Patrons already pay to print on paper. There are many opportunities and library staff are exploring them. Jim Frey said 3D printing is a unique project for libraries. Publicity should be done down the road to announce that new and innovative 3D printing is available at the library. Stephen Platt said the word will get out and the public response may guide the programming/use of the technology. Your community will tell you what is wanted and needed. The first step is to integrate the technology, in creative ways, into what the district is already doing. After the meeting, the 3D printer will finish the tiara project and anyone interested can observe.

Leona Vittum-Jones, Gibson Library Youth Services Department Head, said the library is collaborating with Three Square Food Bank to deliver meals to children over the summer. The program started June 5, Tuesday through Saturday; it is very popular and fills a need in our community. Toward the end of the school year, teens started staying at the library all day without leaving for food. Three Square designated the Gibson Library as the summer site for McCaw Elementary. Many kids come for lunch every day. At 11:30 a.m., there is an announcement, and anyone who is in the library that needs a meal may come to the designated room and have lunch. The lunch must be eaten in the room. Jim Frey asked who gets a lunch. Leona Vittum-Jones said everyone 18 years old and younger may have lunch with no questions asked. Kip Noschese asked how staff knows how many meals to have. Leona Vittum-Jones said it was a process at first. The average meals served per day is 24. Leftover meals can be refrigerated and served first next day. On Saturday, shelf stable meals are given. Shelf stable meals can last all summer. Three Square Food

Bank hired a person manage the handling of the food. Library staff only need to do room set up and take down. The Three Square employee gives out the food and completes the tally sheet. Jim Frey asked what a typical meal is. Leona Vittum-Jones responded each nutritious meal consists of a protein, grain, fruit and milk. Mark McGinty asked if the meals came in a brown bag. Leona Vittum-Jones said the shelf stable meals do, but the fresh meals come in a fun little box. The Gibson Library is the only library offering the free meal service for the summer.

Marcie Smedley announced two upcoming Board meetings will be at other branches. The September 2018 meeting will be at the Green Valley Library; the February 2019 meeting will be at the Gibson Library. It is a good opportunity for the Board to be present at other locations. Reminders will go out.

The Henderson Libraries Library Foundation Board brought on Wanda Shumar as a new trustee. Please welcome Wanda if you see her out and about. Ms. Shumar, formerly with Bank of George, retired and is now working in real estate with the Trish Nash Team.

The district received notification of a \$50,000 LSTA grant award for strategic planning. A discussion with Marc Futterman, scheduled for next week, will get the process moving forward. Marcie Smedley hopes to have community assessments underway by the end of July. Admin staff will work with the Board on the strategic planning.

Bill Marion, partner, Purdue Marion & Associates, suggests taking our events to the next level. Whether the event is a check presentation or library birthday event, invite people of stature so they can take the library's message forward to share with others. September 28<sup>th</sup> will be a training day for admin staff and some members of the library, foundation and friends boards. Mark McGinty and his firm are graciously paying for the workshop. Admin staff is looking forward to the opportunity and the dynamics of sharing the experience with the Board, Friends and Foundation. Each group is an important arm of what the district is doing and more interaction will be beneficial. More information will follow.

#### **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 election of Board officers for fiscal year 2019**

June nominations: Mark McGinty, Chair; David Ortlipp, Vice Chair; Kip Noschese, Secretary.

Jim Frey made a motion to accept the nominated slate of officers for fiscal year 2019. Cindy Herman seconded the motion. The vote was unanimous.

#### **Old Business**

##### **1. Discussion and possible Board action regarding Executive Director's Annual Evaluation due June 26, 2018**

Jim Frey said a personnel subcommittee was formed to orchestrate the review process. The Executive Director was asked to complete a self-assessment. At the same time, certain administrative staff and Board members were solicited for opinions. Once received, the submissions were reviewed. The subcommittee asked Marcie Smedley for a few addendum items. The personnel subcommittee met with Marcie Smedley and discussed the results. The committee determined the evaluation was excellent is recommending a 5% merit increase. Marcie Smedley has done a nice job in the first year in this position. Mark McGinty thanked the committee for their time and dedication. Mark McGinty said he has been meeting with Marcie Smedley each Thursday and thanked her for a job well done.

Jim Frey made a motion to accept the Executive Director's evaluation and approve a 5% merit increase. Cindy Herman seconded the motion. The vote was unanimous.

Jim Frey asked Marcie Smedley for comment.

Executive Director Marcie Smedley thanked the Board, personnel subcommittee, and administrative team for the time and feedback. Marcie Smedley said she is thankful for the guidance and expertise the Board members bring to the team, and the Board involvement with planning and development.

Marcie Smedley touched on a few points:

*Board Involvement:* Marcie Smedley said she appreciates the Board involvement with the planning and development of the library district. She is grateful for the expertise and guidance each Board member brings to the Board and is looking forward to ways to continue to work together and call upon that guidance and expertise. The strategic planning will be a lot of work and input from the Board. Marcie Smedley is looking forward to continuing to developing relationships with each Board member through that process.

*75<sup>th</sup> Anniversary:* The library district's 75th anniversary is approaching and Marcie Smedley will appreciate any ideas and experience the Board may have to share about anniversary celebrations they have participated in with other organizations. Marcie Smedley is looking forward to working with the Board on some marketing and event planning around the anniversary.

*Advocacy:* Advocacy has been a big topic lately and how the Executive Director can be a good informant for the Board as issues affecting libraries come up in the legislature. Marcie Smedley will work hard to provide information so the Board can advocate for the library district. If Board members have a special interest and want another level of involvement in the library district, please call and discuss that.

*Goals:*

*Strategic Plan:* In the short-term, the strategic plan is a top goal and should be complete in about nine months. Marcie Smedley is excited to work with Board, library team, stakeholders, friends and foundation groups and leaders in the community. These connections will provide a good feeling for current thoughts and expectations of the library, as well as needs in the community. Marcie Smedley is looking forward to being entrenched in that for the next period of time so the district can move forward.

*Tax Initiative:* Through the strategic planning process, there will be a determination whether this is the right time for a tax initiative and what strategies the district can develop around that to be ahead of the game and ready as that time approaches.

*Capital Improvements:* Capital improvements are very important and issues in aging facilities need addressed so the district can continue to serve the population and amount of people using the facilities.

*Sustainable Revenue Sources:* In the long-term, developing sustainable revenue sources is vital. It has taken a very long time to come back from the recession and the district needs funding alternatives to do the things we want to do. The district must find ways to be sustainable through supplemental income.

*Community:* Better serving the community as it grows. We are very far from the west end of Henderson. As the population continues to grow, Library presence needs increased and that population better served by the library district.

*Library Spaces:* Looking at our library spaces and how they are used now and in the future. As we see continuing trends nationwide in decreasing circulation, how can the district continually meet the information and reading needs of people without spending so much space on a physical location? Yes, we will always have a large physical collection, but how do we stay on point with what the community wants from the library? What resources can we provide electronically to free up space in the library to be able to meet the needs of the people that using the library? Are programming spaces needed (some are at capacity and over capacity)? Study spaces? Meeting rooms? How can we look at the spaces we have and plan for new spaces going forward to be more flexible in the ways that we use them while meeting the needs of the community?

The first year has been a lot of fun and a lot of learning. Marcie Smedley said she has greatly appreciated all the input from everyone on the library team and everyone on the library Board. It has been a pleasure to work with everyone and serve our community in this capacity. She feels so fortunate to do what she does in a place that she loves. Marcie Smedley thanked the Board for the opportunity to do that and thanked the library team for being open to new ideas and coming forward with new ideas. She also thanked the library team for being ready to move forward because that is where the district is. It has been a good first year and Marcie Smedley said she is looking

forward to the second year. Cindy Herman said the Board is happy to have Marcie Smedley in the Executive Director position.

**Announcements**

The next Board meeting will be **July 19, 2018** 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 adjourned at 8:22 a.m.

*Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by June 15, 2018, 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 are available by calling the administrative offices at 702-207-4298.*

Posted at Green Valley Library, James I. Gibson Library, Paseo Verde Library, City of Henderson-City Clerk, and the Henderson Libraries website.