



MINUTES

Henderson District Public Libraries Board of Trustees

Date: November 15, 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, Mark McGinty, Kip Noschese, David Ortlipp, Bette Silverman

Board absent: Cindy Herman

Staff present: Dana Bullinger, Lauren Dahlgren Debbie Englund, George Greicar, Joy Gunn, Sean Hill, Gayle Hornaday Jeff Jenni-Salinas, Candace Kingsley, Bethany Lafferty, Michelle Mazzanti, Heela Naqshband, Kate Peraza, Lisa Phelan, Marcie Smedley, Vivian Tufano, Leona Vittum-Jones

Others present:

Approval of Agenda

Kip Noschese made a motion to approve the agenda. Angela Brommel 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 18, 2018

CA-2 Review of Paid Invoices

October 2018

Kip Noschese made a motion to approve the consent agenda. 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.

Lisa Phelan said Henderson Libraries participated in the midterm elections as polling places. The voter turnout numbers were the highest in 104 years. The Paseo Verde Library hosted 2 early voting days with 3,000 people coming there to vote. The Green Valley Library had 3 early voting days and was an official polling place on election day. Over 5,200 people voted at the Green Valley Library. That is 8,171 total voters coming through the library doors. The election people work very hard, starting at 4:00 a.m. and finishing at 10:00 p.m. Marcie Smedley thanked the library teams impacted by the late hours and crowds. Everyone is glad to provide a convenient place in the community to vote. Thank you to all who played a role in making it happen.

Marcie Smedley said the Board should have received Library Lane tickets in the mail. Please be sure to RSVP. The Friends of Henderson Libraries have put a lot of time and effort into the event. The holiday boutique begins tomorrow and the trees will be on display. This year's event will feature Monica O. Jackson as Master of Ceremonies and will have a live auction. Both were a hit last year. A new feature will be Kendra Scott Jewelry mystery boxes that sell for \$60 and have merchandise valued up to \$120. Bullseye! Catering will be providing the food. The event is always fun and a good time will be had by all.

A legislators' breakfast, sponsored by the Friends, will be on November 27. Invitations went out to all of our legislators after the election. There will be bullet points, outlining important topics, for staff and board that are attending. A slide show will be on digital display, showing ways the funding from Senate Bill 549 benefited Henderson residents. It will be a reception-style format so legislators can drop

in at their convenience. Marcie Smedley hopes that the legislators will see the real impact library funding has in the community. When library legislative day comes in April, the legislators will be more receptive and will understand the importance of the funding to their constituents. Mark McGinty said he is very excited about it. It is a lot for the Friends to do while they are working on Library Tree Lane. The Board is very appreciative of the Friends' efforts.

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.

Jim Frey asked about the progress in hiring for the Green Valley Library Manager position. Marcie Smedley replied interviews took place but there is no decision yet. There were internal and external candidates. Jim Frey asked how the district advertised the position. Marcie Smedley said on the library district website, Nevada Library Association website and Library Listservs. Jim Frey asked if there were applicants from outside of Nevada. Marcie Smedley said there were applicants from outside of Nevada, but none interviewed. Jim Frey asked when a decision would be made. Marcie Smedley replied probably next week.

New Business

1. Presentation of Independent Auditors Report and Fiscal Year 2018 Comprehensive Annual Financial Report (CAFR).

Debbie Englund presented the fiscal year 18 CAFR [Comprehensive Annual Financial Report].

The Government Accounting Standards Board [GASB] came out with 2 new statements that changed the way some items are reported: GASB 75 Accounting of Retiree Benefits. The library district does not pay for retiree benefits such as health insurance, However retirees and active employees are linked together to determine premiums. This is called implicit subsidy. The premiums are a little bit higher with the retirees included. Costs for that have to be reported. Due to this, last year's net position had to be restated by \$600,000. Another change to last year's net statement was necessary because of GASB 82, Reporting of Employee Pensions. Although the library district pays 100% of the premium for employees on the employer paid plan, GASB 82 dictated the report should show the district paying 50% and the other 50% attributed to employee wages. This change in reporting resulted in a decrease in last year's net position by \$475,000. The total change to the ending fund balance was a reduction of \$1,075,000.

This year the government wide financial statement ended with a net position of \$10.7 million, a decrease of \$433,000. The decrease is mostly due to the reporting changes. The fund financial statements have an ending fund balance of \$5.5 million, which is up \$1.6 million from last year. This was mostly due to the sale of the Malcolm Library, the Services and Supplies expenditures were down a little bit and ad valorem tax revenue came in higher.

The General Fund had an ending fund balance of \$3.8 million, up \$350,000, due to ad valorem tax revenue coming in higher.

The Construction Fund had an ending fund balance of \$1.4 million. This was up \$1.3 million. The Malcolm Library proceeds went into the construction fund and there was a transfer from the General Fund for capital improvements for this year and the coming years.

The Contribution Fund had an ending fund balance of \$318,000, up \$15,000. This fund accounts for grants and contributions and we try to spend that out as we get them.

On page 9, the auditor reported the financial report as fairly represented. The auditors also determined everything was materially stated accurately, see pages 87-90. The auditors had no recommendations for improvement for next year.

Mark McGinty said it is a great report. Jim Frey made a motion to accept the Independent Auditor's Report and the fiscal year 2018 CAFR. Kip Noschese seconded the motion. The vote was unanimous. Marcie Smedley thanked Debbie Englund for the hard work she puts into the detailed and important report.

Old Business

1. Discussion and possible Board action regarding the Strategic Plan

Marcie Smedley said strategic planning is going well. The approval of the strategic plan will most likely be in February. It will take a little more time to tie the comprehensive document together. Marc Futterman will be at the December Board meeting with a progress report.

Marcie Smedley thanked everyone for participating in the Board visioning workshop last month. It is important that staff feel the Board support and everyone put in the time and effort to plan the library district's future. The next day, the leadership team met and discussed three alignments. *Community alignment*: where needs in the community are assessed and the library district will come together with community components to provide services. *Organizational alignment*: evaluating shifts to internal organization. Explore how team members identify very strongly with their branch, and how to shift that culture to realign with the whole organization. Lastly, *partnership alignment*: how can we better align ourselves with our friends of the library, foundation, and the city council and county commissions that appoint our Board members? Some clarity is developing

as the process moves forward. Marcie Smedley is meeting tomorrow with Marc Futterman and the leadership team to identify what some of the strategies are around those alignments.

Mark McGinty said there was only one question for the visioning team: the Board’s part of the discussion was: Do we accelerate and grow or stay stasis? Marcie Smedley said the leadership team felt it was important to look at the growth model, but be conservative going forward until we know, funding wise, what we can do. Mark McGinty asked, In general, if the leadership team felt growth was good and going for funding would be a good thing? Marcie Smedley said yes. Mark McGinty said the Board met the day before the leadership team and he did not want to influence any opinion or decision of where the leadership team wanted to go. Marcie Smedley shared with the team that the board wants to support them and has a willingness to hold up whatever plan we end up working toward. Everyone was very appreciative. Marcie Smedley thanked the Board for that support.

Kip Noschese asked if there are any plans in progress for the 75th anniversary. Marcie Smedley said staff are looking to see if it is possible to get Howie Long, Raider’s #75, onboard. Kristina Wang has suggested encouraging the public to read 75 books in a year and brand that with the Raiders. Quarterly events will be part of the celebration. In February, a Birthday Block Party (40s theme, with ration cards being used in conjunction with booths and activities) will be at Paseo Verde Library. A fireworks sponsor would be great, if anyone knows a willing supporter. The district will participate in Heritage Days in April. In May there will be a family prom at Green Valley Library with a DJ playing music from the decades since the library district began. An event will held at Heritage Park Library in the summer, with a celebrity appearance. Planning committee members have reached out to a couple of local performers. In October, there will be a future fair to highlight technology, 3D printing, virtual reality, bringing in partners for demonstrations. There will be anniversary displays in the buildings. Dana Bullinger is working on a digital display interactive history relating back to the library through 75 years. Robyn Campbell-Ouchida will be getting some publicity for the events.

A 75th anniversary library card will be unveiled. Many ideas are coming together. Mark McGinty said: Good job!

Jim Frey asked about the book festival. Marcie Smedley said Henderson Libraries had great attendance at their booths. Overall attendance was down. Marcie Smedley and Lisa Phelan will meet with the festival people next week to give feedback to see how Henderson Libraries can play a role going forward. Henderson Libraries booths were a hit. The adult booth featured virtual reality, Kip Noschese drawing sketches, and Sean Hoade performing Haiku. There were constant lines for those. The children’s booth featured bubbles, cup stacking, button making and a giant Connect 4 game. There were many kids there. People are always happy to see Henderson Libraries participate and are interested in what we bring. Jim Frey said it is important to have a presence. Angela Brommel said it was the weekend before Halloween, Nevada Day and there was a Pride 5K run. Some booths shut down early and it made the festival look shut down. Any writers coming out in the evening missed the daytime booths. The booth scheduling should have been stretched out until the evening, but many booths closed early. Booths staying open should have clustered near the front for the evening hours.

Announcements

The next Board meeting will be **December 20, 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 8:13.

Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries’ Board of Trustees was posted by November 8, 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.