

**MINUTES****Henderson District Public Libraries
Board of Trustees****Date:** June 20, 2019**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: Lauren Dahlgren, Robbie DeBuff, Debbie Englund, Ed Feldman, Dana Friesen, George Greicar, Sean Hill, Gayle Hornaday, Candace Kingsley, Rachel Mainz, Michelle Mazzanti, Heela Naqshband, Kate Peraza, Marcie Smedley, Carli Solomon, Nicole Thomas, Vivian Tufano, Leona Vittum-Jones

Others present: Marian Brown, Julie Buckley, Leslie Finzer, Paulette and Joe Schaeffer

Approval of Agenda

David Ortlipp made a motion to approve the agenda. Kip Noschese 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 23, 2019

CA-2 Review of Paid Invoices

May 2019

David Ortlipp made a motion to approve the consent agenda. Bette Silverman and Kip Noschese 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 asked the representatives of the Friends of Henderson Libraries to come forward for a presentation. Julie Buckley said Cindy Vallar, President of the Friends of Henderson Libraries, was unable to attend the Board meeting. 191 volunteers worked 18,173 hours (a value of \$150,000!) sorting books, selling books and running the Amazon store. Today's check presentation is primarily due to two volunteer groups. Leslie Finzer, Paulette, and Joe Schaeffer represent the used book stores/sales and Sue Bunyan leads the Amazon group. The two groups put in so many hours and have such dedication. It's amazing how much money the two groups raise for the library. The group presented the Board with a check for \$156,000. There was much clapping and a standing ovation. The meeting adjourned at 7:48 a.m. to take a group picture. The meeting reconvened at 7:51 a.m. Marcie Smedley offered a huge thank you to the Friends. This is a really special group and the library staff truly appreciate everything the Friends do for the library. Mark McGinty commented the volunteer hours are almost the same as having 9 full time employees. That is a huge impact!

Betsy Johnson said summer reading kicked off on Saturday, June 1, at all 3 locations. As of this morning, 208 0-3 year-olds and 1,543 4-17 year-olds have signed up. This is on par with last year's numbers. Marcie Smedley thanked the team for supporting summer reading and everything that comes with it. It's great to see all the activity in the libraries.

Last Saturday was the most recent 75th anniversary event. *A History of Blues in America with Joey Leone* took place at the Heritage Park Senior Facility. Joey Leone is a blues musician who shared his story about how his roots started

at the public library. He and two other bandmates took an audience of 72 people through the history of the blues in the United States of America. It was fun to tie in that history in with our history. It was a great event.

Immediately following the Board meeting, there will be a celebration for the mentoring graduates. The Board is invited to stay.

Marcie Smedley said Cindy Herman couldn't attend today's board meeting. Cindy Herman's board term is expiring at the end of this month. There is a card for the Board to sign. Mark McGinty said he has known Cindy Herman since 1975 and attended high school and college with her. Working together on the Board, as adults, it's been fun to watch her leadership for the library. Cindy Herman helped the library get through some pretty tough times. Her experiences at the city really showed through and helped steer us through a rough time. Mark McGinty said he has learned a lot from her – Good job, Cindy! Jim Frey said when he was on the parks and recreation board he had the opportunity to work with Cindy Herman as a staff person who proved to be a very strong, dedicated supporter for that board. Cindy Herman will be greatly missed from the Board. Marcie Smedley said Cindy Herman did not want a plaque; her service will be recognized with an engraved acorn on the Giving Tree.

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 election of Board Officers for fiscal year 2020.

Mark McGinty said, as required by the Board bylaws, nominations were made at the May Board meeting. The nominations were to continue the board officers as they presently stand: Board Chair: Mark McGinty; Board Vice Chair: David Ortlipp; Board Secretary: Kip Noschese. Bette Silverman made a motion to confirm the slate of officers nominated at the last meeting. Jim Frey seconded the motion. The vote was unanimous.

Old Business

1. Discussion and possible Board action regarding Executive Director's Annual Evaluation due June 26, 2019

Angela Brommel detailed the evaluation process. A Board personnel subcommittee was formed. This committee was comprised of David Ortlipp, Bette Silverman and Angela Brommel. The Executive Director, Marcie Smedley, completed a self-assessment and a survey was completed by the board and administrative heads in the library. The subcommittee met to review the results and then met with the Executive Director for the annual review discussion.

The library had such an impressive year. Marcie Smedley's self-evaluation was full of list after list of what she and staff accomplished and envisioned. It was necessary to focus down what things to commend because it was such an impressive year. We are grateful for the work of the Executive Director, the librarians and staff and for the commitment to the city. In the discussion the subcommittee commended Marcie Smedley's leadership and vision in first creating the first strategic plan initiative that all of you identified, planned and executed all in one year. Planning and successfully executing events for the 75th anniversary, which included bringing animals in the library when it rained! There is a definite commitment to workplace culture and innovation. This can be seen in the Executive Director goals for next year, including succession planning, internal marketing and exploring HR. All of these topics came up in discussions with staff during strategic planning. This shows an openness to listening and following through while you all decide the kinds of libraries you are building together. There will be more advocacy efforts and outreach in the community and the legislature. Marcie Smedley has met with an amazing number of 15 partnerships, chambers and all kinds of stakeholders in the community telling Henderson Libraries' story; we talked about capturing more of that to explain the library district's initiatives. This is very impressive when working toward One Henderson. As the leader in One Henderson, the library district's leader is out there telling the story.

It was very nice talking with Marcie Smedley and there was a great discussion. That is the best kind of evaluation. Having the chance to catch up. It is thoroughly exciting to talk about the future. We are glad that Marcie Smedley is here. On behalf of the board, the personnel subcommittee is recommending a 5% merit increase for next year for the Executive Director. Angela Brommel thanked Marcie Smedley for her service.

Marcie Smedley said the strategic plan was such an important piece, besides being badly needed, it was instrumental in bringing our leadership team together to build the foundation that we are all working from as we vision and move forward rolling the plan out. The whole team is now looking in the same direction. Marcie Smedley said she is so excited about having everyone involved and working together to reach the goals. The organizational development piece is very important because as we look to the future of what organizations look like, employee engagement is so important and can't be ignored. The library district needs to continue to support the growth and engagement of the team. The 75th anniversary celebration has allowed us, and will allow us in the next 6 months, to showcase the library district as an institution in our community. Who else can say they've been in town for 75 years? Not many. It has truly been a highlight to showcase the library district with events and displays. There have been great opportunities for publicity around the anniversary. This also is pushing public awareness so the library district gets the support needed in the community. Upcoming short-term priorities include raising community awareness of the library district. The 75th anniversary celebration will do that and community awareness will be a priority focus going into the next year. Another goal is forming a facilities masterplan. What do our aging buildings look like? What do future buildings look like and how can the district best serve the community. Marcie Smedley will also focus on supporting the strategic plan initiative as that will be an ongoing process over the next five years. There will be change. Already some of the initiative groups are coming together because it makes sense to come together, to make decisions. In the long term, looking at finding a source of sustainable revenue needed to provide service at the level the community deserves. Marcie Smedley thanked the personnel subcommittee for the time put into the process. It was good to discuss where things have gone in the past year and discuss where we're going.

Marcie Smedley thanked the Board for guidance, support and the commitment to make sure there is premier library service for the community and identifying a path of growth for the library district and working to support that going forward. Marcie Smedley thanked the whole Henderson Libraries team and expressed appreciation for everything the team does to support the effort. Change is hard, but everyone has rolled up sleeves to work toward the vision. The commitment to move forward is felt from everyone. The level of service offered in the community is phenomenal. It takes everyone to be able to move the needle to excellent customer service. Henderson Libraries has a great Board, team and community. Marcie Smedley said she is happy to be here doing what we do.

Mark McGinty said he is honored and blessed to work, interact and collaborate with such talented people every day. Working with Marcie Smedley is a pleasure and her service is appreciated, as well as the forward thinking and commitment to team members. That is so critical in today's world. The relationships being built are really holding the library team together. David Ortlipp said if there isn't a shared vision, it's hard to get stuff done. The strategic plan process was so important in creating a shared vision. When looking at evaluation processes and strategic plans, if there is no shared vision, it is not going to work. All the senior managers have the same idea of what needs to be achieved and that makes a difference. Bette Silverman commented that throughout the self-evaluation and discussion, Marcie Smedley referred to "we", not "I". Everyone was included. This inclusiveness bodes well for success. When everyone works together the work is so much easier than the "me me me" approach. Bette Silverman appreciated that. You are so aware of what everyone else is doing to support Henderson. This staff is fantastic just doing what they do every day. Kip Noschese said he has been going over the strategic plan and the decisions made to go for growth. There is a collective excitement and Kip Noschese said he gives a lot of credit for that. Jim Frey seconded the sentiment.

Angela Brommel made a motion to accept the Executive Director's evaluation and the personnel subcommittee's recommendation in awarding a 5% merit raise to Marcie Smedley in the next fiscal year. Bette Silverman seconded the motion. The vote was unanimous.

Announcements

The next Board meeting will be **July 18, 2019** at the Paseo Verde Library, 280 S. Green Valley Parkway, Henderson, Nevada.

Public Comment

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Adjournment

The meeting adjourned at 8:10 a.m.

HDPL BOARD OF TRUSTEES

June 20, 2019

Pursuant to NRS 241.020, written notice of the meeting of Henderson District Public Libraries' Board of Trustees was posted by June 13, 2019, 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 the administrative offices 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.