

**NORTH LAS VEGAS LIBRARY DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES**

November 17, 2004

**CALL TO ORDER**

4:00 P.M., North Las Vegas City Council Chambers  
2200 Civic Center Drive, North Las Vegas, Nevada

**PRESENT**

Chair Stephanie Smith  
Vice-Chair Felizia Hernandez  
Trustee Shari Buck  
Trustee Robert Eliason  
Trustee Michael Montandon  
Trustee William Robinson

**EXCUSED**

Trustee Sheila Rex

**STAFF PRESENT**

Library Director Anita Laruy  
Chief Deputy City Attorney Leslie Nielsen  
Assistant Library Director Kathy Pennell

**VERIFICATION**

Kathy Pennell,  
Assistant Library Director

1. **Approval of the Consulting Services Agreement between the North Las Vegas Library District and RAFI to develop a master plan for the North Las Vegas Library District in the amount of \$35,000.**

Director Laruy informed the Board that she had received proposals from four companies in response to her Request for Proposal to develop a master plan for the library. She evaluated the proposals objectively using the following criteria:

- Experience in public library master plans
- Price
- Adherence to scope of work
- Time frame
- Concepts beyond the scope of work
- Presence in Las Vegas

RAFI received the highest scores.

Trustee Montandon asked why a firm by the name of Library Associates received such a low score in experience with libraries. Director Laruy responded that Library Associates had experience with one corporate library, but none with public library master plans.

Chair Smith questioned whether RAFI was the lowest bidder. Director Laruy responded that they were not. Trustee Montandon stated that you do not have to take the lowest bid when dealing with professional services.

ACTION: APPROVED

MOTION: Trustee Montandon

SECOND: Trustee Robinson

AYES: Chair Smith, Trustees Buck, Hernandez, Eliason, Montandon, Robinson

NAYS: None

#### PUBLIC FORUM

No participation.

#### ADJOURNMENT

The meeting was adjourned at 4:05 p.m.