

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

November 25, 2008

Website - <http://www.cityofnorthlasvegas.com>

CALL TO ORDER

5:01 P.M., Council Chambers, 2200 Civic Center Drive, North Las Vegas, Nevada

ROLL CALL

PRESENT

Chairwoman Vernie Borgersen
Vice Chairwoman Nona Whipple
Trustee Monica Beasley
Trustee Aaron Hegji
Trustee Rita Langford
Trustee Cathy Lynch
Trustee Aaron Tippetts, Jr.

STAFF PRESENT

Chief Administrative Officer Gregory E. Rose
Assistant City Manager Sam Chambers
Library Director Kathy Pennell
City Clerk Karen Storms
Assistant City Clerk Anita Sheldon

WELCOME

Chairwoman Vernie Borgersen

VERIFICATION

Karen L. Storms, CMC
City Clerk

AGENDA

1. **APPROVAL OF THE NORTH LAS VEGAS LIBRARY DISTRICT BOARD OF TRUSTEES REGULAR MEETING AGENDA OF NOVEMBER 25, 2008.**

ACTION: APPROVED

MOTION: Trustee Langford

SECOND: Vice Chairwoman Whipple

AYES: Chairwoman Borgersen, Vice Chairwoman Whipple, Trustees Beasley, Hegji, Langford, Lynch and Tippetts

NAYS: None

ABSTAIN: None

BUSINESS

2. **APPROVAL TO SET REGULAR MEETING DATES, TIMES AND PLACES FOR THE BOARD MEETINGS FOR 2008-2009. (TABLED JULY 22, 2008)**

Trustee Beasley recommended that the meeting scheduled for November 24, 2009 be changed to avoid conflict with the Thanksgiving holiday. Trustee Hegji asked if the canceled meeting of November 25, 2008 would be rescheduled. Library Director Kathy Pennell explained that the by-laws stated there had to be a minimum number of meetings and a special meeting would need to be scheduled in the future. Chief Administrative Officer Gregory Rose explained that if the board accepted the calendar dates with the exception of the November date, an option would be to approve the calendar with the exception. He also explained that movement of the November meeting would need to be coordinated with other calendars to avoid conflicts and ensure room availability. An alternate date would be brought forward to the Board at the next meeting. Chairwoman Borgersen supported holding the meetings at 5:00 p.m. in the Council Chambers. Vice Chairwoman Whipple agreed and felt that changing the time and place of the meeting would confuse people.

ACTION: APPROVED AS AMENDED; STAFF TO BRING BACK ALTERNATE MEETING DATE FOR NOVEMBER, 2009

MOTION: Trustee Beasley

SECOND: Chairwoman Borgersen

AYES: Chairwoman Borgersen, Vice Chairwoman Whipple, Trustees Beasley, Hegji, Langford, Lynch and Tippetts

NAYS: None

ABSTAIN: None

3. APPROVAL OF NORTH LAS VEGAS LIBRARY DISTRICT BOARD OF TRUSTEES REGULAR MEETING MINUTES OF JULY 22, 2008.

ACTION: APPROVED

MOTION: Vice Chairwoman Whipple

SECOND: Trustee Langford

AYES: Chairwoman Borgersen, Vice Chairwoman Whipple, Trustees Beasley, Hegji, Langford, Lynch and Tippetts

NAYS: None

ABSTAIN: None

4. APPROVAL OF AN APPLICATION FOR FY2009 STATE COLLECTION DEVELOPMENT FUNDS IN THE AMOUNT OF \$8,653 WHICH CAN BE USED FOR THE PURCHASE OF BOOKS, LIBRARY MATERIALS AND COMPUTER DATABASES.

Library Director Kathy Pennell explained this was the second half of the collection development funds approved by the Legislature.

ACTION: APPROVED

MOTION: Chairwoman Borgersen

SECOND: Vice Chairwoman Whipple

AYES: Chairwoman Borgersen, Vice Chairwoman Whipple, Trustees Beasley, Hegji, Langford, Lynch and Tippetts

NAYS: None

ABSTAIN: None

5. AUTHORIZATION TO ISSUE A PURCHASE ORDER TO ENVISIONWARE TIME MANAGEMENT IN THE AMOUNT OF \$124,658.55, USING COMPETITIVE BIDDING EXCEPTION PER NRS 332 LOCAL GOVERNMENT PURCHASING ACT, TO ACQUIRE A RADIO FREQUENCY IDENTIFICATION TRACKING SYSTEM FOR LIBRARY MATERIALS.

Library Director Kathy Pennell explained that this was one of the stipulations agreed upon in the Cooperative Agreement with Las Vegas - Clark County Library District who were retrofitting their items with the radio frequency identification tracking system to perform self check-in and self check-out.

Trustee Tippetts asked if this was a proprietary system that could only be used with Envisionware. Director Pennell did not think it was proprietary but the price was through a contract with Las Vegas - Clark County Library District and would be better than going out to bid. Chairwoman Borgersen asked about the hourly rate of \$5,250. Director Pennell explained it was a one-time rate for working with the Information Technology Department for implementation of the system.

ACTION: PURCHASE ORDER AUTHORIZED

MOTION: Trustee Langford

SECOND: Chairwoman Borgersen

AYES: Chairwoman Borgersen, Vice Chairwoman Whipple, Trustees Beasley, Hegji, Langford, Lynch and Tippetts

NAYS: None

ABSTAIN: None

6. UPDATE ON THE ALEXANDER LIBRARY.

Library Director Kathy Pennell said that the library was moving forward quickly with the installation of windows, stucco application, interior painting, installation of ceiling tiles and tile flooring, air conditioning units, park equipment, tree planting, cabinetry and underground power lines. Director Pennell informed the Board that on Saturday, December 13, 2008 at 10:00 a.m. there would be an event for neighborhood children to put their palm prints on the column at the Alexander Library. Chief Administrative Officer Gregory Rose asked if Director Pennell could arrange for the Library Board to go on a hard hat tour of the Alexander Library. Director Pennell said she would arrange for the tour. Trustee Beasley asked what the tentative opening date would be. Director Pennell said it would be approximately the first or second week of March 2009. Trustee Beasley asked if bricks would be sold. Director Pennell said the bricks would be installed and the sale would come at a later date.

STAFF REPORT

Library Director Kathy Pennell explained the libraries would be closed on Thursday, December 18, 2008 for staff training. She also said that circulation and activity had increased.

PUBLIC FORUM

Bob Borgersen, 7617 Island Rail Drive, North Las Vegas, asked about the canceled meeting and need for another meeting. Chief Administrative Officer Gregory Rose explained an option for the make-up meeting could be the tour of the Alexander Library.

ADJOURNMENT

MOTION: Chairwoman Borgersen
SECOND: Trustee Langford
AYES: Chairwoman Borgersen, Vice Chairwoman Whipple, Trustees Beasley, Hegji, Langford, Lynch and Tippetts
NAYS: None
ABSTAIN: None

APPROVED: January 27, 2009

/s/ Vernie Borgersen
Vernie Borgersen, Chairwoman

ATTEST:

/s/ Anita Sheldon for
Karen L. Storms, CMC
City Clerk