

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

May 25, 2010

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 Cathy Lynch
Trustee Vernie Borgersen
Trustee Delbert Leavitt
Trustee Nona Whipple

EXCUSED

Vice Chairwoman Rita Langford
Trustee Monica Beasley
Trustee Aaron Hegji

STAFF PRESENT

Library Director Kathy Pennell
Deputy City Attorney Noel Eidsmore
Chief Deputy City Clerk Jennifer Snyder
Deputy City Clerk Marie Purcell

WELCOME

Chairwoman Cathy Lynch

VERIFICATION

Jennifer Snyder
Chief Deputy City Clerk

BUSINESS

2. APPROVAL OF AN AGREEMENT WITH THE LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT IN THE AMOUNT OF \$74,135.92 FOR LIBRARY AUTOMATION AND COURIER SERVICES.

Library Director Kathy Pennell said the City had an annual agreement with Las Vegas-Clark County for catalog automation and courier services. The agreement included the overdrive which included downloadable movies, books on tape and e-books. She said there were 140 North Las Vegas residents registered for the service with approximately 6,000 items downloaded. The cost of services increased in the amount of \$2,000. The Library District paid a minimal amount for each transaction which increased with the addition of the Alexander Library. Director Pennell explained that Las Vegas-Clark County Library District engaged in "floating" collections which meant books remained at the branch in which they were returned. The system decreased the number of transports within districts and escalating courier service costs.

ACTION: APPROVED

MOTION: Trustee Whipple

SECOND: Trustee Borgersen

AYES: Chairwoman Lynch, Trustees Borgersen, Leavitt and Whipple

NAYS: None

ABSENT: Vice Chairwoman Langford, Trustees Beasley and Hegji

ABSTAIN: None

3. PRESENTATION ON THE NORTH LAS VEGAS LIBRARY BOARD OF TRUSTEES' BY-LAWS.

Deputy City Attorney Noel Eidsmore reviewed and explained several Articles of the Library District Board of Trustees' By-Laws.

Article I. Authority:

Set forth the North Las Vegas Charter and the Nevada Revised Statutes that allowed for the creation of the Library District.

Article II. Organizational Name:

Incorporated the name of the Library District.

Article III. Statement of Purpose

NRS 379.025 dealt with the creation and authority for establishment of Library Districts. NRS 379.105 set forth the statement of purpose in a similar way that Article III did which was statutorily based.

III.4 - Had some changes which allowed for the Chief Administrative Officer to evaluate the performance of the Library Director.

III.6 - Required the submission of an annual operating budget to the City Council.

Article IV. Membership/Quorum/Supporting Officers

IV.1 - Resolution No. 2357 was adopted which replaced City Council members with seven citizen members as Trustees.

IV.2 - Explained that a simple majority meant four Trustees were needed to conduct business.

IV.3 - Stated that the City Manager served as Chief Administrative Officer and Chief Financial Officer of the District.

IV.5 - Stated that the City Attorney or Deputy City Attorney would serve as Counsel to the District.

Article V. Officers

Set forth the terms for Officers of the Board. Chairman and Vice-Chairman serve for a term of one-year. The section set forth and specified the duties of the Chairman, Vice-Chairman and Recording Secretary. The Chairman presided at all meetings. In the absence of the Chairman, the Vice-Chairman assumed the duties. In the absence of both the Chairman and Vice-Chairman, the Board members present would elect a temporary Chairman.

Article VI. Meetings

Set forth the meetings which stated the Board met six times annually, with days, times, dates and places established at the annual meeting held in July of each year.

VI.6 - Allowed the Board to meet informally in study sessions that were open to the public.

VI.7 - Allowed Executive Sessions of the Board which were closed to the public.

Executive Sessions were generally held if a decision was needed regarding library business that did not require the need for a public meeting. The Board could provide direction to Staff which did not require an open meeting.

Article VII. Order of Business or Meetings and Related Items

VII.3 - Stated that the Chairman, Vice Chairman or temporary Chairman shall determine all points of order using "Robert's Rules of Order, Newly Revised" subject to the right of any trustee to appeal to the board.

Deputy City Attorney Eidsmore asked if Board members were familiar with the book. He explained that, after reviewing the book, the Library Board used the procedures which dealt with the proper conduct of a meeting. Robert's Rules of Order were used to keep order during a parliamentary proceeding.

VII.12 - Board members may not vote by assignment of proxy.

VII.13 - In the event of a tie vote on any motion, resolution or any other proposition the motion, resolution or proposition shall be considered lost.

VII.14 - The Chairman, Vice-Chairman or temporary Chairman shall have the same right as any other trustee member to initiate a motion, question or debate and vote on a motion, resolution or any other proposition. The Chairman did not need to ask another member to initiate the motion.

VII.15 - Seconding of any motion was required by a board member other than the member making the motion.

Article VIII. Creation of Committees and Task Forces

VIII.1 - The Board may, by resolution, create committees and task forces to assist in the conduct of the operation of the district.

Article IX. Citizen Involvement

IX.2 - Stated that each person addressing the Board shall limit their comments to five minutes. No questions shall be asked of board members except through the presiding officer.

IX.3 - Allowed the board to remove any person making personal, impertinent or slanderous remarks or who shall become boisterous while addressing the board from the proceedings. The person can be barred from further audiences before the board.

Article X. Amendments to the By-Laws

Stated that amendments to the by-laws can be made at any regularly scheduled meeting when a quorum was present by a majority vote providing the amendment was listed in the agenda in advance of the meeting.

Trustee Whipple questioned whether the nomination and/or vote of a member for Chairman or Vice-Chairman could be taken if the member was not present. Deputy City Attorney Eidsmore said the member did not need to be present, but if the member was not interested in the nomination, a letter could be forwarded to the Board or Library Director.

Chairwoman Lynch asked if there had been steering committees or task forces in the past. Director Pennell was not aware of any committees.

ACTION: PRESENTATION GIVEN

AGENDA

1. APPROVAL OF THE NORTH LAS VEGAS LIBRARY DISTRICT BOARD OF TRUSTEES REGULAR MEETING AGENDA OF MAY 25, 2010.

ACTION: APPROVED

MOTION: Trustee Borgersen

SECOND: Trustee Whipple

AYES: Chairwoman Lynch, Trustees Borgersen, Leavitt and Whipple

NAYS: None

ABSENT: Vice Chairwoman Langford, Trustees Beasley and Hegji

ABSTAIN: None

STAFF REPORT

Director Pennell explained that the City Council approved the tentative budget for the Library District as presented with no changes. She explained since new library hours were implemented there was no decrease in patronage or circulation but services would decrease with the reduction of Staff.

Director Pennell said that the City of Henderson and Las Vegas-Clark County Library Districts implemented new hours which were as follows:

City of Henderson Library District: 9:30 a.m. - 8:00 p.m. Monday - Thursday
 9:30 a.m. - 5:00 p.m. Friday and Saturday
 Closed - Sunday.

Las Vegas-Clark County
Library District: 10:00 a.m. - 7:00 p.m. Monday - Thursday
 10:00 a.m. - 5:00 p.m. Friday, Saturday and
 Sunday

Director Pennell anticipated an increase in patronage between the hours of 7:00 p.m. - 8:00 p.m. due to the early closing hours of other libraries.

Director Pennell said the Summer Reading Club, the largest program for the library, would begin on June 5, 2010 and continue through the end of July. Matt King would perform one show, free of charge, at the North Las Vegas Library on June 26, 2010 at 11:00 a.m.

BOARD ITEMS

There were no additional items.

PUBLIC FORUM

Bob Borgersen, 7617 Island Rail Drive, North Las Vegas, asked if a book removed from the North Las Vegas Library District and returned to another library would remain at that library. Director Pennell explained that only the Las Vegas-Clark County Library District items would remain at their branches. Items from North Las Vegas Library District would be returned to the City. Mr. Borgersen suggested that a form letter be sent to local businesses requesting library donations.

ADJOURNMENT

ACTION: THE MEETING ADJOURNED AT 5:23 P.M.

MOTION: Chairwoman Lynch

SECOND: Trustee Whipple

AYES: Chairwoman Lynch, Trustees Borgersen, Leavitt and Whipple

NAYS: None

ABSENT: Vice Chairwoman Langford, Trustees Beasley and Hegji

ABSTAIN: None

APPROVED: July 27, 2010

/s/ Rita Langford
Cathy Lynch, Chairwoman

ATTEST:

/s/ Karen L. Storms
Karen L. Storms, CMC
City Clerk