

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

May 27, 2014

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

CALL TO ORDER

5:06 P.M., Council Chambers, 2250 Las Vegas Boulevard North,
North Las Vegas, Nevada

ROLL CALL

PRESENT

Vice Chairwoman Vernie Borgersen
Trustee Gloria Cherchio
Trustee Jerry Dockens
Trustee Reuben D'Silva
Trustee Linda Powers
Trustee Julie Rose

EXCUSED

Trustee Nona Whipple

WELCOME

Vice Chairwoman Vernie Borgersen

VERIFICATION

Barbara A. Andolina
Acting City Clerk

PUBLIC FORUM

There was no public participation.

AGENDA

1. **APPROVAL OF THE NORTH LAS VEGAS LIBRARY DISTRICT BOARD OF TRUSTEES REGULAR MEETING AGENDA OF MAY 27, 2014. (FOR POSSIBLE ACTION)**

ACTION: APPROVED

MOTION: Trustee Dockens

SECOND: Vice Chairwoman Borgersen

AYES: Vice Chairwoman Borgersen, Trustees Cherchio, Dockens, D'Silva, Powers and Rose

NAYS: (None)

ABSTAIN: (None)

ABSENT: Trustee Whipple

BUSINESS

2. **APPROVAL OF SPECIAL LIBRARY DISTRICT BOARD OF TRUSTEES MEETING MINUTES OF APRIL 3, 2014. (FOR POSSIBLE ACTION)**

ACTION: APPROVED

MOTION: Vice Chairwoman Borgersen

SECOND: Trustee Cherchio

AYES: Vice Chairwoman Borgersen, Trustees Cherchio, D'Silva, Powers and Rose

NAYS: (None)

ABSTAIN: Trustee Dockens

ABSENT: Trustee Whipple

3. RATIFICATION OF AN AGREEMENT WITH THE LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT IN THE AMOUNT OF \$66,282.57 FOR LIBRARY AUTOMATION AND COURIER SERVICES FOR FISCAL YEAR 2014-2015. (FOR POSSIBLE ACTION)

Trustee Dockens stated Article 3 of the agreement read: "Services to the North Las Vegas Library District do not include all system capabilities" and Article 14 related to the firewall. He asked if Article 3 had any significance to the Library District and if the firewall was installed. Library Director Forrest Lewis said the firewall was in place. He explained the agreement was an annual renewal which was initially approved in 2008 and all services had been set up. The firewall and internet connections were established through the City's Information Technology Department. The agreement referred to the connection between the City and Las Vegas-Clark County Library Districts to enable communications between the two entities.

ACTION: RATIFIED

MOTION: Trustee Dockens

SECOND: Trustee Cherchio

AYES: Vice Chairwoman Borgersen, Trustees Cherchio, Dockens, D'Silva, Powers and Rose

NAYS: (None)

ABSTAIN: (None)

ABSENT: Trustee Whipple

4. DISCUSSION AND/OR ACTION REGARDING A FIVE-YEAR MASTER PLAN FOR MINIMUM PUBLIC LIBRARY STANDARDS. (FOR POSSIBLE ACTION)

Director Lewis explained the Library District was in compliance with the State Library and Archives which certified all public library districts in the State of Nevada. The State Library and Archives compiled a list of items that the Library District needed to comply with to maintain certification as a public library. Director Lewis said the Library District received a waiver for the requirement that the Library Board submit an updated Five-Year Master Plan for the Library District every two years. He explained the Library Board had the ability, through the Chairman, to schedule work sessions for special projects. Director Lewis suggested that work sessions be scheduled to begin planning and developing a Five-Year Plan for the Library District. He explained the plan needed to be submitted to the State in January 2015. If the Library Board was working on the Five-Year Plan but had not submitted the plan by the due date he believed the State would approve an additional waiver.

Trustee Dockens questioned the basis for the waiver in past years. Director Lewis explained due to the severe financial situation, the Library District reduced hours of operation and staff on a yearly basis. The State Library and Archives was advised of the difficulty to develop a five-year plan when attempts were being made for the library to remain functional from year to year.

ACTION: DISCUSSION HELD

5. UPDATE ON THE EFFORTS TO RELOCATE THE MAIN BRANCH LIBRARY LOCATED AT 2300 CIVIC CENTER DRIVE TO THE NEW CITY HALL LOCATED AT 2250 LAS VEGAS BOULEVARD NORTH.

Director Lewis said there was no specific date for closure of the Main Library and relocation to City Hall at the present time. The Library District was working with the City finalizing the contractors to prepare the room. He explained the room did not have the electric and data connection needed. The room would have the availability to accommodate approximately 30 computers. Director Lewis said the goal was to keep the library closed for as minimal time as possible. The original plan would have the library closed for one month and the intent was to reduce the time to two weeks.

Trustee Dockens referred back to Item No. 4 and questioned whether dates could be scheduled for the work sessions. Director Lewis said he would provide the Library Board with available dates for consideration.

Trustee Powers confirmed the Trustees would be kept updated of the relocation progress through emails.

Trustee D'Silva questioned the amount of time needed to relocate the library from Civic Center to City Hall. Director Lewis said the process should take approximately two weeks. He explained there would be access to the building on Civic Center for an estimated nine months.

ACTION: UPDATE GIVEN

6. UPDATE ON THE FRIENDS OF THE NORTH LAS VEGAS LIBRARY DISTRICT.

Director Lewis said the Library District was moving forward with the Friends of the North Las Vegas Library District. He explained the activity with the group had decreased in the past few years but currently had a new board. Director Lewis said Trustee Jerry Dockens was the Chairman of the Friends of the North Las Vegas Library District. There were plans to move forward to raise funds. He explained Mayor Lee was a strong supporter of the group and Mayor Pro Tempore Wood provided additional support. On Tuesday, June 17, 2014 there would be a Friends of the North Las Vegas Library District Board meeting at which time preparations would be made for the annual membership meeting at 5:00 p.m. on July 8, 2014 at Aliante Library. He said there would be a push for membership on various committees. Director Lewis said there was 35% community involvement in the Library, whether volunteering or owning a library card. The Friends of the North Las Vegas Library District would attempt to reach the community to increase the involvement. The website was completed which was www.nlvfriends.org. Donations and membership can be accessed through the website.

Trustee Rose questioned whether the Friends of the North Las Vegas Library District had a Facebook page or was connected with other social media sites which was a good way to reach the public. Director Lewis explained there were no social media sites set up at the current time but could be a future plan.

ACTION: UPDATE GIVEN

STAFF REPORT

Director Lewis congratulated and welcomed the new Trustees; Jerry Dockens and Reuben D'Silva. He said the Summer Reading Club would begin on June 4, 2014. A "Kick-Off Program" would be held on June 5, 2014 at the Aliante Library and June 6, 2014 at the Alexander Library. Director Lewis said the Library District would be receiving a \$3,000 grant from the State to be used for programming and supplies. He said there would be two Kindle Fire HD raffled off at the Summer Reading Club which were provided by the Friends of the North Las Vegas Library District.

BOARD ITEMS

There were no additional items.

PUBLIC FORUM

Bob Borgersen, 7617 Island Rail Drive, North Las Vegas, had questioned if the building on Civic Center could be sold and whether the money would go to the General Fund or the Library Fund. He was advised by Deputy City Attorney Bethany Rudd Sanchez that the building could not be sold due to its current condition. After speaking with City Attorney Sandra Douglass Morgan he was informed the building could be sold "as is." She was not certain which fund the money would go to. Mr. Borgersen recommended if the building was sold the money should be placed in the Library Fund.

ADJOURNMENT

ACTION: THE MEETING ADJOURNED AT 5:30 P.M.

APPROVED: July 22, 2014

/s/ Vernie Borgersen
Vernie Borgersen, Vice Chairwoman

ATTEST:

/s/ Barbara A. Andolina
Barbara A. Andolina, City Clerk