

BOULDER CITY LIBRARY BOARD OF TRUSTEES MEETING  
Minutes from the February 22, 2017 meeting for the March 2017 meeting.  
**Updated after the March 2017 meeting to reflect changes voted upon at that meeting**

Members Present: Jeff Breeden; Chairman, Marita Rhinehart; Vice Chair, Ann Langevin, Valerie McNay, and Gary Berger.

Also Present: Director Kimberly Diehm, Head of Youth Services Jessica Jones, cataloger Mary Ann Venghaus, and Members of the public: Marion Hoekenga, Andrea Dempsey, Krys Stave Ph.D., Jan Barbour, Charles Cave, Warren Harhay Ph.D., Rachel Hunt, Sharon Newby, Sheila Portillo, and Erica Tietjen.

The regular meeting of the Library Board of Trustees was called to order at 7:03 pm by Chair Jeff Breeden.

I. Pledge of Allegiance

II. Citizen Participation: Items raised under this portion of the Agenda cannot be acted upon until provisions of Nevada's Open Meeting Law have been completed. Therefore, any action on such items must be considered at a later meeting. Public comment is generally limited to 5 minutes per person.

No comments at this time.

III. Consent Agenda: Matters considered routine by the Board of Trustees and which may be enacted in one motion. Any item, however, may be discussed separately per Board member request. Any exceptions to the Consent Agenda must be stated prior to approval.

Gary Berger moved that we accept the consent agenda, minutes of the regular meeting of January 18, 2017, and bills paid of \$51,817.43 from the previous month. Marita Rhinehart seconded. Motion carries.

Jeff suggested moving item number 4 on section V to number 2 and moving the other two items down a number.

Gary Berger moved that we accept the consent agenda as edited, minutes of the regular meeting of January 18, 2017, and bills paid of \$51,817.43 from the previous month. Marita Rhinehart seconded. Motion carries.

IV. Reports:

Kim presented some of the strange occurrences that have happened in the library: father and son grab books and movies, teens going through a staff member's desk, a patron's bike tires were slashed, and a patron is ripping out the alarm pages in fantasy books.

Copper Mountain Solar is sponsoring an outdoor showing of Moana on March 17<sup>th</sup> at 7pm.

We had someone email who is from Boulder City who worked on “La La Land” who is interested in donating a poster from it and possibly doing something else. We haven’t heard back, but are waiting.

Dr. Heezen from LVCCLD is working with Nevada Legislature about Open Carry to add libraries to the list of exceptions. They want to make it an exception to where library districts could choose if they want to allow Open Carry or not.

Deanna has had her retirement approved so her last day is this Friday. She has worked at the library for 18 years and four months. Marita asked if she was working on Friday, but she is not. We are planning a potluck or something for her, but don’t have it finalized.

Valerie asked about “Galentine’s Day.” Jessie and Kim explained what it was and how it was from the television show “Parks and Recreation.”

Valerie also stated that she loved the Nevada Reads author visit and thinks it is great that we have had author events.

V. Report/Discussion/Action Possible: The agenda items in this section are for discussion and for possible action. The items may be heard in any order; two or more items may be combined for consideration; an item may be removed from the agenda; or discussion related to an item may be delayed at any time.

1. Trustee Candidate review/discussion – Action Possible, Gary Berger

Gary took charge of this process. Gary passed out three pages to each Board Members for them to write down notes from each interview and comments. He suggests that they might also score them. At the very end, he asks that they please put their names on the back. Secondly he passed out a second sheet for the questions which every applicant received as well as a copy of the ALA ethics guidelines for them to sign upon completing the interview.

For the longest question, they will each receive three minutes for their answers. Each other question will be limited to one minute per candidate.

Question 1: Please introduce yourself, tell us about your background, you as a person, education, work history, volunteer experience, etc. Please specify if you have any experience in Library Science, education, or non-profit organizations.

Andrea Dempsey has extensively volunteered for the community. She has done a lot through her employer, Arizona Charlie’s. She and her husband are stewards of their own Free Little Library on Avenue D. She also is a reading buddy at an elementary school near her work for a third grader. She was an advisory board member for Project 150. She has learned a lot through being on advisory boards and it is a passion for her to be a help throughout her community. She would like to give back to Boulder City, after having done so much for Las Vegas.

Krys Stave, Ph.D. is a long time Boulder City resident as well as a mom of twins. She is a professor at UNLV. Her connection to libraries is 100%, she has been using libraries for work, research in her writing, and pleasure. She does not have any formal training in Library Science, but is highly educated. With the Boulder City Library, she has been a patron since she first moved to Boulder City. She has volunteered in her children's classrooms as well as test kids for reading and Bountiful Baskets.

Rachel Hunt is the assistant vice president of marketing at the Stratosphere. She has been involved in Junior League of Las Vegas for five years, including two years on the board, as well as Morelli House Public Programs and Copa Series Public Relations. She has served for Toastmasters. She is an avid reader, has had the opportunity to do quite a bit of community service, and would love to be able to help in her Boulder City community.

Charles Cave has lived here since 1969. Currently he is the treasury of the Boulder City Senior Center. In his time here, he has been a member of almost every civic organization in Boulder City. He was on the boards for quite a few groups including the Boulder City Hospital, Jaycees, and Rotary Club. His children grew up in Boulder City. He was a registered Land Surveyor in Las Vegas, until he started a business in Boulder City with Alan Radig.

Warren Harhay, Ph.D. is a retired electrical engineer. He is a lifelong educator who has taught both teens and adults. Holding multiple patents, he has helped create electric cars. In the 1980s he moved to Las Vegas. He has started 12 companies in his lifetime, one of which was in Boulder City. He has been a scientist at Rocky Research. No experience in Library Science but has spent a lot of time in libraries in his life.

Sheila Portillo has two BAs in: Science and Natural Resources, Education, and a Master's in Special Education. She worked as a teacher and strategist for CCSD for 15 years. She started a Master's in Library Science prior to the program being disbanded. She served as the President of the Board for the Tucson Cooperative Warehouse. She has volunteered with Girl Scouts, the Red Cross, and reading programs throughout the city. She is also a tutor. She has been in Boulder City for about 26 years and has two kids in their mid-twenties.

Jan Barbour has been retired for a while after working in Clark County for 31 years, the last ten of which were as a School Librarian with grades K-5. She has worked with a storytelling festival, in school libraries, Clark County Reads. This is where they went into old libraries, cleaned them out, and ordered new books. She was the president of the Clark City Schools Librarians' Association. She has volunteered for Lend-a-Hand, including doing Angel Tree.

Erica Tietjen is a UNLV professor, library user, and mother of two. She grew up in a small town just outside of Austin. In her time in Boulder City, she has brought her kids to many library events. She has started a graduate program in Curriculum and Instruction. She does not have any formal experience in Library Science, but has spent quite a bit of time in libraries during her extensive studies. She has volunteered in local parks, a Las Vegas literacy project, and for her kids' classrooms.

Question 2: Why should we select you? (What sets you apart?) Why are you the better choice? Etc.

Krys Stave believes that what makes her special is her enthusiasm and her goal of creating a community center that can help her raise her kids in a wonderful environment.

Rachel Hunt believes that what sets her apart is that her work history as well as personal history has made her pretty well rounded. She is a pretty creative problem solver.

Charles Cave has spent years in every group in Boulder City, bringing dedication to the community, which he feels will make him a good asset to the library.

Warren Harhay feels that he is different because he is a hands-on kind of guy and has a diverse background. He believes that the challenge for libraries is information dissemination.

Sheila Portillo feels that she has a lot of experience with being on a board and working with budgets. She also loves this library and thinks that we need to keep our library a viable part of our community.

Gary explained that we do have a basement the same size as the first floor that starting to build out is something that we are considering.

Jan Barbour has spent quite a bit of time in the library's basement. She feels that what makes her stand out is that she has library experience and is a people person.

Erica Teitjen really wants to be an advocate for the library. She likes problem solving and listening, which she feels will help her serve on the board.

Andrea Dempsey has a background in budgeting, compliance, and a dedication to literacy. She would like to make literacy her personal initiative for this year. She is here to support, not try to reinvent anything.

Question 3: What is your opinion of censorship and intellectual freedom? What is the libraries role on this issue in the community?

Rachel Hunt sees it as that the library is there to supply information, not determine what information people have access to. You can stifle the creative growth by trying to limit what people have access to.

Charles Cave believes that everyone is entitled to have their own view, to express themselves. While he may not agree with all of the information, he feels that the information should be there for people to do their own research.

Warren Harhay believes that knowledge and ideas need to be free. The real challenges today are knowledge and critical thinking. His only problem with free information is plagiarism.

Sheila Portillo does not believe in censorship but believes that there should be an open dialogue about it. We should listen to everyone's points of view freely.

Jan Barbour is not for censorship. She feels that she should not be making a decision regarding what other people should be able to read.

Erica Tietjen is not a fan of censorship and is a believer in intellectual freedom. She feels that libraries serve as a place for uncensored information.

Andrea Dempsey stated that historically censorship never ends well. The library's role in this issue is to give people access to information.

Krys Stave believes that censorship is not a great idea, especially at this time where we are discussing alternate facts. She believes that there is a divide though between censorship and hate speech, which she feels would be useful for the community to discuss.

Gary offered a restroom break, but everyone wanted to keep going.

Question 4: Why do you think libraries are important?

Charles Cave believes that libraries are an important part of history. The library has evolved over the time as have its services, but maintains the community's history.

Warren Harhay believes that libraries are important because they help people seek wisdom and are a sanctuary for ideas and knowledge.

Sheila Portillo states that libraries are important for the community to have a space where they can access library services. It is a pride for the community that people can come to for a variety of reasons, not just reading.

Jan Barbour stated that information is power and the library is one stable place where you can come in and have all of this information at your fingertips.

Erica Tietjen agrees that the library is a community hub for information, meeting place for groups, programming offered by the library, and personal ownership of the library.

Andrea Dempsey thinks that libraries are here to inspire the love of reading and learning. It is important for the library to be here to inspire.

Krys Stave feels that in our society we are pushing people to do things that are more isolationist, but the library makes you turn a bit more outward. Having the community value this resource shows our kids that we value this information.

Rachel Hunt agrees with all of the points that were made. She was also thinking that she loves the common connection that all libraries bring, especially for young people.

Question 5: What challenges do you feel the libraries will face in the next 5 years?

Warren Harhay says that by looking at the past we can estimate the future. The number one challenge he sees coming is funding for staff as well as encouraging new staff to come on. He is concerned about the mood of the country.

Sheila Portillo thinks that libraries have a lot of challenges coming. We need to make sure that we are keeping current, continue to collaborate with our colleagues, and keep in mind what our patrons want.

Jan Barbour feels that the changes in technology are going to be a big issue. There are libraries that are taking books out of the libraries in favor of newer technology.

Erica Tietjen does not believe that paper is going away. She thinks that the library will continue to have issues with funding and developing library services. Connections to other libraries really spoke to her, such as sharing with LVCCLD.

Andrea Dempsey feels that challenges are always budgeting and staffing, as well as keeping up on current technology and marketing the library services.

Gary pointed out that we are not a state agency; we are quasi-governmental organization that is independent.

Krys Stave feels that we make sure that we continue to be relevant to the stakeholders to our community. Part of that is seeing how the community is evolving.

Rachel Hunt agrees with the mentioned challenges. In a very short time, we may have quite a few new home owners and that may be a challenge to keep up with.

Charles Cave stated that we have a tight knit community and that makes us a unique community. We need to keep working with our community to serve our library patrons.

Question 6: Since there is no financial remuneration for this position as a Trustee, what philosophy guides your work?

Warren Harhay wants to ensure that there is a place for all kids, including those who are picked last for sports teams.

Sheila Portillo was raised in a family where the philosophy was that you always give back to your community. She believes that library is a perfect opportunity because we need to keep our library here for the community.

Jan Barbour stated that this is an amazing library. She would like to be a part of it when we build out in the future.

Erica Tietjen would like to give back, after having been a taker instead of giver. She believes that maybe some of the best things come from volunteering.

Andrea Dempsey is guided by her drive of giving back to the community and literacy is her passion.

Krys Stave thinks about quality of life. She's not interested in doing this for financial compensation, but to give back to the community.

Rachel Hunt looks for where she can contribute, where she feels that she can leave that position or organization better off than it used to be, and where she can do that little bit extra.

Charles Cave stated that what goes around comes around and he has lived that in all of the organizations he's been in. Being on the Library Board of Trustees is a chance to give back.

Question 7: In your opinion, what are the characteristics of a good Board of Trustees. What do you bring to the board?

Jan Barbour stated that you have to be able to give your time, be good listeners, to have information, be a reader, be here on time, and make some good decisions.

Warren Harhay states that you must be a good patron, curious, thorough, inquisitive, and full of ideas. He believes we need a P.A. System in the meeting rooms and give the library an election hall.

Erica Tietjen believes that flexibility is important, being able to speak your mind, being responsive, being able to manage through issues, being emotionally and psychologically equipped.

Andrea Dempsey believes that to be a good board member you need to be supportive of the staff, listen to them to find out their needs, and work with them.

Krys Stave agrees with everything that everyone has said. She also believes that being a good team member is an important part as well as good listening.

Rachel Hunt thinks that a good board has a healthy dialogue, even if people do not agree. She is very good at keeping the goals in mind as well as referring to people in the profession.

Charles Cave states that you need to discuss things with your community and everyone needs to contribute. He brings his experience to the board.

Sheila Portillo thinks that to be a good board member you need to be able to express your point of view as well have a dialogue with people and compromise. You need to be prepared for the meetings, not only doing the reading but also research.

Question 8: What is your favorite memory of a library – where, when why?

Erica Tietjen put on a puppet show at her local library with her mom when she was a child, the joy from it stays with her today.

Andrea Dempsey's earliest memory is being overwhelmed at first by the New York Public Library then later considering it her house.

Krys Stave grew up in a town that the library was an old house where the floors creaked and you could smell the books as well as the old wood. When they were building a new library, the library was a container and going there is one of her happiest memories.

Rachel Hunt stated that when she first moved to Boulder City she was a little surprised. She feels that it is something so symbolic that this small community has a library like this. It complements our community so well that we hold the library in such high regard.

Charles Cave grew up in California in a community of about 450 people with no public library. After school one day he decided that he was going to stay in the school library until his parents and the police found him. He also enjoyed visiting the Boulder City Library with his children.

Warren Harhay remembers that in 1951 in Chicago going to the Scranton Branch and looking at the pictures of armies of the world. 15 years later, he was in the Cleveland public library where he looked through the original transcripts of the West Indian Company – his second favorite library memory.

Sheila Portillo one of her favorite memories was when she brought her kids into the old library for storytime. Her kids each picked out a stack of 10 books for the first time, but then it became their standard.

Jan Barbour's favorite memory was opening a new library at a school with \$12,000 in books at Cartwright with a new mural.

Gary stated that he enjoyed listening to everyone's comments and asked for questions.

Sheila asked about the process from here on out. Gary explained that they will sit down to discuss everything at the March 2017 meeting. They will then make a recommendation to the County Commissioners, who will probably run a background check on everyone. The County Commissioner will select two candidates and then they will be notified. The first person will start at the May 2017 meeting and the second at the June 2017 meeting. Gary and Valerie are the ones being replaced. Valerie has served for eight years and Gary for ten.

The other requirements are that the meetings are scheduled in advance. They are very lenient about the absences, while abiding the Clark County requirements.

Jeff invited everyone to the March meeting, although did point out that they will be discussing the applicants. He also mentioned that we have some amazing things coming in the future and he is excited to have so many wonderful applicants.



Ann thanked everyone for coming in and talking. All of the current Board Members agreed.

All applicants signed the ethics statement that Gary had passed out. Gary wrapped up the process for the current members, explaining that the sheets he passed out were for them to write something on and then submit to him to organize their notes.

2. Budget FY 17-18 staff salary adjustments – Action Possible, Kim Diehm

Jeff passed out a color copy version of the Staff Salary pay steps that was included in and a sheet that shows the current salary for each staff member.

Jim Chachas has contact Kim to start on budgeting. She has been working with Jeff to create the sheets that were provided. The column for current pay where there is red text indicates if the employees pay already falls in the pay range for the Henderson Libraries. Step 5 is highlighted to show that thirteen of the current 26 employees are below the \$15 pay range. We are a smaller library so we may not reach Henderson's salaries, but this plan will get us closer. COLA as well as Incentive or Longevity Pay may also be included. Jim will be calling Kim next week to get started on the tentative budget for the March 2017 meeting.

Valerie asked if Jim had mentioned the new revenue coming in from the solar companies. Kim has not noticed an increase yet. Marita pointed out that they didn't come online until December so we may not see it yet. Kim will know more next week after she talks to Jim.

Marita asked with Deanna leaving, how will it affect the staff budget? Kim explained that Sam has expressed an interest in the position and we are looking at maybe hiring an assistant instead of librarian to work on technology.

Ann thinks that we need a Human Resources professional to do a classification research. She doesn't feel like it would cost that much since we have such a small staff. The person could advise us about COLAs as well. She feels that we are setting ourselves up for a liability because some people will never reach the same amount. She feels that she is not getting across her point, but a Human Resources professional would be able to understand and handle the issues.

Jeff stated that we finally have it broken down by role, instead of by name. To him it is an interim step and Marita agrees. Jeff thanked Kim for the work that she has invested in the step scale.

Ann suggested handing it over the LVCCLD to look it over. Kim pointed out that they are going through a transition, where their head of HR has retired so they may not be able to look it over.

Ann Langevin moves that we accept the Step 1 that Kim has presented to us tonight effective July 1. Marita Rhinehart seconded.

Gary asked if we are considering doing Steps as well as COLA or Steps only. Jeff pointed out that the motion did not include a COLA.

Gary discussed the concept of COLAs as well as the history. He knows that the last time we did a COLA, a Step Increase, and a Bonus. The question then becomes, he proposes, what do we do now?

Jeff asked if Kim built into it the idea that Step 1 might be greater than what presented because of a COLA or if it is just what she has set. These pay rates do not have the COLA built into them. Jeff then asked, does she think we should be envisioning a COLA in addition the Step. She stated that she is unsure, but if they would like to consider one, she can talk to Jim about it.

Gary pointed out that we are quasi-governmental and all other governmental agencies usually give a COLA.

Kim did state that the insurance did go up this year. Ann asked if the utility rates went up as planned on and yes they did. Marita also pointed out that in July 2017 the utility rates will go up again.

Jeff stated that with the \$30,000 we have about a 4% increase. Marita stated that she is very happy accepting it without the COLA, because it is 4% raise about across the board.

Gary thinks that regardless of what Henderson does, we should do COLAs as well as Step increases.

Jeff pointed out that while they are approving it, they can still make adjustments as necessary while looking at the budget.

Gary stated that in Clark County the COLA goes into effect on July 1 while the Step increases start on the anniversary dates.

Ann Langevin amended her motion to read that: Ann Langevin amended her motion to read that: The Board recommends that Kim consider the Staff Salary Budgets as presented while going into the budget process. Marita Rhinehart seconded. Motion carries four to one.

3. 75<sup>th</sup> Library Anniversary in 2018 celebration discussion – Action Possible, Jeff Breeden

70 years is March 16, 2018. We could recruit a group to work on a celebration and start planning out a year early. It will need to be budgeted for and Jeff would like to get the Friends Group involved. They would like to get the staff involved and start discussing it in the July 2017 meeting. Marita pointed out that we would need to start discussing it in order to budget for it.

Marita would like to see something going on in the basement as well as the amphitheater. She would also like to see Workforce Connections included in it. Valerie would like to get previous board members in as well as the architect.

Jeff stated that what we needed to do is start thinking about the cost. Jessie stated that if they

wanted to do a screen like we are doing for “Moana” it is about \$800. He thinks it sounds like a \$5,000-\$8,000 event.

Marita suggested not having it the weekend of St. Patrick’s Day as people may be busy.

Valerie stated that she hates to spend money on it when there are other services that we could offer, especially when we have so many community members who want to support the library. Jessie stated that it could have donation elements in it. Jeff pointed out that it would be a marketing program as well.

#### 4. Boulder City Friends of the Library update – Action Possible, Gary Berger

Gary stated that the Friends of the Library gained another member, one who considered joining the Board. The Friends group is still working on the bylaws. One of the other applicants for tonight is also in the Friends group. Valerie suggested that we try to get the Board applicants who do not get it to join the Friends group. Jeff thanked Gary for his work with the Friends group.

#### VI. Announcements:

1. Winter Reading Program Finale, Friday, March 20, 2017, 5:30pm, Community Room
2. Library Board Meeting, Wednesday, March 15, 2017 7pm, Board Room
3. Boulder City Friends of the Library Meeting, March 14, 2017 1pm, Board Room
4. Sean Gaskill and Music of the West African Kora, March 8, 2017, 6pm, Community Room

Valerie asked about having her replacement start in April, but they wouldn’t be able to start until May 1<sup>st</sup>. She could resign, but doesn’t think that she will. She may miss the April meeting. If she does, Jeff asked that she please let them know so they can send her off.

VII. Citizen Participation: Items raised under this portion of the Agenda cannot be acted upon until provisions of Nevada’s Open Meeting Law have been completed. Therefore, any action on such items must be considered at a later meeting. Public comment is generally limited to 5 minutes per person.

Charles Cave asked about the structure of the Board. Jeff explained that he is the Chair and signs the checks. Marita is the Vice-Chair who is also authorized to sign if needed. He also asked if the library works off one budget, but have to do an amended budget. The library does not have to do an amended budget traditionally.

#### VIII. Adjournment:

Valerie McNay moved to adjourn. Ann Langevin seconded. Meeting adjourned at 9:47 pm.