

BOULDER CITY LIBRARY BOARD OF TRUSTEES MEETING
Minutes from the March 15, 2017 meeting for the April 2017 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 Board Applicant Rachel Hunt.

The regular meeting of the Library Board of Trustees was called to order at 7:00 pm by Chair Jeff Breeden. Jeff announced that it is Valerie's last meeting.

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.

Regarding the bills: Valerie inquired what a "floor sign" is in the bills. Kim and Jessie explained that it is a sign stand and flyer stand, the issues that arrived with it, and how it was sorted out. Jeff asked who Willdan Financial Services is from the change pages. Kim explained that it is a requirement that we have for having public debt. Marita asked about the programmable robots and Jessie explained that they are for the LSTA grant. Valerie commented on the new chairs that the library purchased.

The following typos were made in the minutes and needed to be amended. Typos from the February minutes include: Page 3 paragraph 4 Rocket Research should be Rocky Research, Page 9 paragraph 5 is states that "Valerie asked if Jeff had mentioned" but should read "Valerie asked if Jim had mentioned" and the motion on page 10 regarding staff salaries should read "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."

Gary Berger moved that we accept the consent agenda, minutes of the regular meeting of February 22, 2017 as amended, and bills paid of \$30,677.73 from the previous month. Ann Langevin seconded. Motion carries.

IV. Reports:

Kim is going to be out of town next week.

Valerie is going to lobby the state and was wondering about the guns in libraries and if the laws had changed. Jeff explained that Dr. Heezen is going to go lobby. Jeff would like a discussion of it at the next Board meeting.

Marita thanked everyone who helped with the Nevada Room.

Valerie is excited that there are two staff members who are going to ALA, is happy to see that the library got another great donation, and glad that the library gives the Large Print books to the Senior Center.

Jeff stated that if Sam needs it for the digitization project, he has the contact information for the Library Director of the UNLV Libraries.

Valerie would like to be notified when Deanna is feeling up to her retirement party.

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 selection – Action Possible, Jeff Breeden

Gary would like to have a discussion with the board prior to his motion. Last month we had all of the candidates here and listened to them. He thinks they all may have some opinions ready about who they would like to see on the board. He said if they want to discuss each individual candidate that wouldn't be a waste of time, but he feels they could also each list two candidates on paper and see if there are matches. Ann suggested going around and stating who their first choice is so that it is public. Marita and Jeff agree with Ann. Valerie wants to hear a few comments about why they support the person that they do.

The ground rules are they are going to say who, why, and then do a count after each board members states their number one person. They will be doing their top two candidates separately.

Ann's first choice candidate is Rachel. She has tried to see the board as a whole and what they need. She thinks that Rachel's background in marketing would be an asset to the board, filling in a skills gap.

Gary's first choice is Rachel. He agrees completely with Ann, especially considering how far she has come in her career and background.

Valerie's first choice is Dr. Kryz Stave. This is because of her experience on the Friends of the Library, her creativity, and that she has been a longtime patron of the library.

Marita's first choice is Erica. She was very impressed that Erica had a scientific background, which is a different way of thinking and thought process. She also loved that Erica talked about the library as a community hub and rethinking library space.

Jeff's first choice is Erica. He was impressed with the way she talked about her upbringing, the fact that she participates in library services, and her energy that she would bring to the board.

Jeff asked if anyone had a change. No one did. Marita suggested listing off their second choice.

Jeff's second choice is Rachel because of her background in marketing, which is geared to engaging people.

Marita's second choice is Rachel for all of the same reasons that everyone else talked about. She feels that we certainly don't seem to do the best job of getting the word out about our programs and she would bring a wonderful piece to what we do already.

Valerie's second patron is Shelia Portillo because of her usage of the library, her passion about literacy, and the fact that she is engaged in the community.

Gary's second choice is Andrea Dempsey.

Ann's second choice is tied between Krys Stave and Erica for the reasons that everyone else has explained. Her only reservation about Erica is that she has started three Ph.D. programs.

Ann Langevin moved that Rachel Hunt be recommended to fill Valerie McNay's seat on the board. Gary Berger seconded. Motion carries.

Jeff took a minute to explain what happens next in the appointment process. Rachel thanked the board.

Valerie McNay moved that Dr. Krys Stave be recommended to fill Gary Berger's seat on the board. Ann Langevin seconded.

Jeff stated that he does feel very strongly about adding Erica to the board. Valerie wanted to mention that Krys was instrumental to the library getting a new director, is in the Friends of the Library group, is Erica's advisor, and she is involved in the community. Gary stated that Krys is a very qualified professor at UNLV, but was one of the elements that contributed to the board's decision about Lynn, not the only one.

Motion failed three to one with one abstained vote.

Gary Berger moved to recommend Erica Tietjen. Marita Rhinehart seconded. Motion carries four to one.

2. Consideration for a Classification and Compensation Study – Action Possible, Ann Langevin.

The reason that she was so impassioned about this is that when she looked down at the salary schedule for last month you can see almost right away that the range should start similarly and

end similarly. The reason the pay scale got out of whack is that when you add the COLA, the people who have been here longer make more money. Ann talked to Jerilyn at the Las Vegas-Clark County Library District, who will be retiring in May. She was very helpful and recommended that we hire the same people that they did because they were cheap. Bryce from Boulder City had one done in 2011.

One thing that LVCCLD does is a range instead of steps to make sure that people don't expect a raise if they didn't earn it.

Valerie wants to make sure that we do not hire someone to duplicate the work that the staff has already done in creating the job descriptions. Ann explained that they would group employee jobs based on the complexity of the job.

Jerilyn suggested looking at similarly sized libraries in the area instead of focusing on one library.

Jeff stated that one of the problems that we have had from the beginning is that even if we create this perfect system, we need to make sure it takes into account placing each employee into it. He would like to get advice on that. Marita wants to know if we should throw out steps altogether and work on a new system. Valerie thinks we need to take into account education and how long people have been here. Ann agrees with Valerie that the pay is inadequate based on the complexity of the jobs.

Kim is concerned they will evaluate us only based on the fact that we are rural, not taking into account that we are so close to large cities. Marita and Ann think that they would take that into account. It would also show people what they need to do to reach the next level up. Ann explained that what you are trying to do is address the complexity of each level. This leads to a clear structure that outlines what the promotions are and the requirements for education, experience, and decision making.

Valerie wanted to know if there is anything we can do internally. Ann stated that you want to have someone outside who would be the bad guy for upset employees. Marita explained that we don't have to have them do anything that has already been done.

Jeff stated that we also need to think about it as we build out and expand. The person who comes in would be asking questions, not telling the library what to do. This would make this a collaborative project. He would be wholly supportive of reaching out to get bids.

Marita Rhinehart moves that we request bids for a study of the classification and compensation of the Boulder City Library staff. Gary Berger seconded. Motion carries.

Kim was instructed to call around and contact different potential people. Jerilyn would be happy to help the library get more names of companies to approach.

Kim asked what specific instructions that she needs to go off of when requesting bids. Jeff explained that we are looking for information as they go forward. Ann stated that what Kim

needs to do is follow the pattern, especially Bryce's, but filling in the library's specific needs. Jeff suggested that perhaps we should see if Jerilyn would be willing to look it over when we have a draft.

Jeff thanked Ann for advocacy of this topic and hopes that she can keep working on it. He also requested an update at the next meeting.

Gary stated that the only thing that was still open was COLAs. Jeff explained that they generally liked what they saw but it would be dependent upon the budget.

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

Gary stated that they have had four meetings so far with two co-presidents, two vice-presidents, and a treasurer. His understanding is that there are a lot of people who have expressed interest in it. Currently they are working on what their dues should be and what is a quorum. Gary stated that a lot of the prominent BC residents have not been to the library and they want them to come in. They are thinking of having a Friday Night fancy little string trio, hor d'oeuvres, and invite all of the doctors, lawyers, and elected officials in town to ask them to support the library.

Marita asked if they have had more than their five officers attend. Gary stated that they have only had that number because they are still setting up their rules. Valerie asked about the times. Gary stated that they are considering rotating their times so that working people may come.

Valerie also mentioned that perhaps they should include not only the lawyers and the doctors, but open it up to all of the residents. Marita stated that what she liked about the library was that it was not political, but starting with politicians feels political. Jeff did explain that this group is not at all connected to the Board of Trustees, so if anyone has a suggestion for them then they will need to take them to the Friends of the Library. Jeff appreciates the report about the group and would like to keep hearing about it.

Kim pointed out that the gala was not something that had been discussed at the Friends of the Library meeting, but afterward. Gary verified that it was not an approved pursuit, but brought up based on a previous comment during the meeting. Gary stated that inviting the lawyers and doctors is not elitist.

4. Declaration of Auditor FY 17-18 – Action Possible, Kim Diehm

Kim explained that we need to declare an auditor each year. Jeff asked about the timing of it as well as the agreement. Kim explained that the cost will be the same as last year. We are not required to get a new bid, but Jeff would recommend that we do get one in the next year.

Ann Langevin moves that we hire PBTK as our auditor for 2016-17. Marita Rhinehart seconded. Motion carries.

VI. Announcements:

1. Family Movie in the Amphitheater, Moana (PG) (sponsored by Copper Mountain Solar) March 17, 2017, 7pm, Amphitheater
2. After Hours Movie, Fantastic Beasts and Where to Find Them (PG-13), March 31, 2017, 5:30pm, Community Room
3. Library Board Meeting, Wednesday, April 19, 2017, 7pm, Board Room
4. Boulder City Friends of the Library Meeting, April 4, 2017, 1pm, Board Room

Kim Richey wants to do something for *La La Land* at the Library. We are thinking that we would do a movie in the amphitheater as well as questions and answers.

Gary announced that Burgers with the Bergers is going to be on Sunday, May 7th at 4pm.

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Kim thanked Valerie for all of the years of service for the library. She presented Valerie with a card from all of us as well as a lovely piece of art depicting three different locations of the library.

VIII. Adjournment:

Valerie McNay moved to adjourn. Gary Berger seconded. Meeting adjourned at 8:30pm.