

BOULDER CITY LIBRARY BOARD OF TRUSTEES MEETING
Minutes from the July 19, 2017 meeting for the September 2017 meeting.

Members Present: Jeff Breeden; Chair, Ann Langevin, Rachel Hunt, and Erica Tietjen.

Also Present: Director Kimberly Diehm and Head of Youth Services Jessica Jones.

The regular meeting of the Library Board of Trustees was called to order at 6:59 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.

Ann noticed an issue with the minutes from June 21, 2017. In the Compensation and Class study section on page 3, it should not read that Ann suggested we should list that we have new job descriptions. We will be striking that sentence from the minutes.

Rachel Hunt moved that we accept the consent agenda, minutes of the regular meeting of June 21, 2017 as amended, and bills paid of \$19,132.89 from the previous month. Erica Tietjen seconded. Motion carries.

IV. Reports:

Kim sent everyone the Nevada Trustee 2.0 information. The state has purchased it for us for another year and she encourages them to take a class or two.

The grassy area at the end of the walkway has been changed to gravel. That is because the watering that occurred there has made one of the poles lean.

We are in the process of hiring a new circulation sub.

There is no report from the Friends group because they vacated their July meeting.

Each year LVCCLD settles up for fines and fees collected on our items and fines and fees that we have collected on their items. They collected more fees on our materials than we did on theirs so we received a \$5,000 check.

Comp and Class study has been sent out to different groups. Only one company has contacted Kim so far to say that they are not interested in it.

The Christian Center has made 54 mats for the homeless so far.

We have been getting calls about the amphitheater. A band would like to potentially use it in September.

The One Stop Career Center has helped 40 adults and 29 youths in July. Unfortunately, one of their coaches will be leaving.

Kim has found the Director's job description and evaluation form and has sent copies to Jeff. She knows in September we were going to discuss it and then do the evaluation in October. Kim will send it to them electronically.

Kim is taking a few days off and will be back next Tuesday. She is also taking off some time in August as there is no board meeting.

Jay is retiring so we have posted his job and are accepting applications.

Kim ran into a patron at her Pilates class who was very happy about the programs that were being offered.

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. LVCCLD annual contract update – Action Possible, Kimberly Diehm

Kim pointed out a few small changes in the wording between the 2016 and the 2017 contracts. Jeff pointed out that the only difference in costs is about \$10. The differences in cost between Overdrive and One Click Digital were discussed.

Ann Langevin moved that we accept the annual contract from the Las Vegas-Clark County Library District. Rachel Hunt seconded. Motion carries.

2. LVCCLD annual fines purge – Action Possible, Kimberly Diehm

Las Vegas annually purges any outstanding fines or fees over 5 years old. We currently delete any fines from any materials that are over 5 years old. We do not currently delete the fines and fees that are not from materials. Las Vegas is trying to clean up the database and would like for us to clean out the fees each year that are at least 5 years old. Rachel was wondering if the number includes years other than 2012 and Kim believes it does. The current policy for deleting records with overdue items was discussed as it relates to the fines purge.

The header is misleading and indicates it could be materials. It was said that the number was only the late fees, but Kim and Hillary think it could potentially include some materials.

Jeff Breeden moves that we go ahead and purge as Las Vegas would like us to do and we will conform to their policy of every year clearing materials and fine charges that are over five years old. Ann Langevin seconded. Motion carries.

3. Library 75th anniversary celebration date/ideas – Action Possible, Kimberly Diehm

Kim has researched how different libraries have celebrated their 75th anniversary celebrations. The celebrations vary from one day, a month, and a year for the celebration. March 16, 2018 is the actual 75th anniversary but Kim is willing to celebrate it on a different date due to the holiday that weekend.

Ann suggested having the 75th be focusing on the expansion. Jeff suggested having a schedule that we give out on a big one day celebration that would lead up to getting the expansion on the ballot. The day may not work due to March Madness. It may need to be either a weekend earlier or in April.

The board members like the idea of doing an open house 5-7pm on a Friday in March and the start a family movie at 7pm, announcing that we are going to expand. Jeff would like to consider forming a committee to start planning the buildout on the September agenda. He would like to start looking at what steps would need to be taken in order to build out.

4. Library curb sign update – Action Possible, Kimberly Diehm

Unfortunately, there is nothing to show yet. The designer is still working on the ideas that Kim sent him based off last month's meeting. Hopefully we will have it ready by September.

5. Board of Trustees Elections for fiscal year 2017-2018 – Action Possible, Jeff Breeden

Ann Langevin stated that she is happy with Jeff Breeden as Chair and Marita as Vice Chair.

Jeff Breeden nominated himself as Chair and Marita Rhinehart as Vice Chair. Ann Langevin seconded. Motion carries.

VI. Announcements:

1. After Hours Movie, Passengers (PG-13), July 21, 2017, 5:30pm, Community Room
2. The Making of Boulder City with Boulder City Museum, July 22, 2017, 1pm, Community Room
3. Norman Foote Songwriting Workshop, July 28, 2017, 2pm, Community Room (with concert to follow at 3pm)

4. Melted Crayon Art, July 29, 2017, 1pm, Community Room
5. Small Business Government Contracts Workshop, August 3, 2017 4:30pm, Community Room
6. Family Lego Building Night w/movie: Beauty and the Beast, August 4, 2017, 5:30pm, Community Room
7. August meeting cancelled, next Library Board Meeting, Wednesday, September 20, 2017, 7pm, Board Room

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.

Jessie congratulated Jeff on his chair reelection.

VIII. Adjournment:

Ann Langevin moved to adjourn. Rachel Hunt seconded. Meeting adjourned at 7:52pm.