Members Present: Jeff Breeden, Chair; Marita Rhinehart, Vice Chair; Ann Langevin, and Rachel Hunt.

Also Present: Director Kimberly Diehm, Assistant Director and Head of Cataloging & Processing Anne Karr, and Martin Einert.

The regular meeting of the Library Board of Trustees was called to order at 7:00 pm by Chair Jeff Breeden.

I. Pledge of Allegiance Led by Anne Karr.

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.

There were no comments.

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.

Jeff requested a modification to minutes on page 4. He questioned the choice of the word “bid.” The group felt the meaning was sufficient without the clause and would like the sentence to read...“with or without a partner” - period.

Jeff had a question on the budget sheet. He noted expenses for big equipment are already at 50% but he knew a big event had occurred with the library air conditioning. He also expressed concern about insurance. He asked why the library is at 70% of its budget only three months into the year and wondered if it was due to a pre-payment. Kim verified Hartford unemployment had transposed some numbers, overcharged, and would be crediting the library. The actual amount due is $2,500. Kim did pull a review figure from the previous year in response to Jeff’s expressed concern the month before. It was determined part of the problem was in reporting between placement the County had chosen and the line the library had used. At an actual 34% Jeff felt the numbers were much more reasonable.

Marita questioned the supplies numbers and asked to have them tracked. Kim indicated the library had been experiencing a lot of equipment issues and mentioned that some of the July figures were actually from the previous year and would be straightened out with the audit. Ann recalled historically expenses start big in the new year and then dwindle. Jeff requested an addition to their packet. As a convenience, he would like to see last year’s figures included for ease of comparison.

Marita Rhinehart moved that the consent agenda, minutes of the regular meeting of August 15,
2018 as amended, and bills paid in the amount of $46,237.08 from the previous month be accepted. Ann Langevin seconded. Motion carried.

IV. Reports:

Kim has had a number of speaking engagements. She reported on the event she had just come from. She explained she had read the ballot question and gone over the genesis for the need. She received some general questions and two concerns: the café and its costs were challenged as not being effective use of money, and the need for an outside area for the youth. Kim shared these were proposed renovations based upon staff and community input but she told the attendees things could change. This led Kim to ask the Board if changes were made going forward, would the amount being requested change? The answer given was that bond counsel would need to verify, but their understanding was it will have to be presented to the voters as written, but the debt levy can be reduced. The group discussed the fact that there is no budget yet. At this point the project is just a proposal and the Board is acting to secure funding for up to $10.5 million.

Jeff and Marita noted the café would be prepared as a triple net shell endeavor. Rachel pointed out the idea came through community input feedback. This outlet would be a service to go in hand with library meeting space. Kim also mentioned that room fees were questioned. She was asked if the policy might be changed in the future to include fees. Kim encouraged the person asking to come to a Board meeting or to the Open House.

Kim reported she would be speaking with the Rotary the following morning and Anne shared feedback from the presentation she had given to the Cut-ups quilting group. Their concern was about their placement during construction. Marita suggested temporary displacement to the Homestead if required. Limited services during construction and logistics were quickly touched upon. Marita shared a slogan she recalled that would fit the impending inconvenience, “Temporary run around for a permanent improvement.”

Staff day was the next subject discussed. Kim informed the Board she would be presenting a purchased webinar about passive-aggressive behaviors. The library mission statement would be discussed so all staff would be familiar with it and understand how to apply it. Upcoming events as well as an expansion and renovation overview would be reviewed with the staff. A tour of the library’s special collections and some team building exercises were also planned. Walgreens might attend to offer flu shots to the staff as well.

Kim shared the monitoring software for the heating and cooling equipment is obsolete. A $12,000 to $15,000 expense needs to be expected. Barring safety concerns, Jeff asked to have the issue wait until after the Board knows if the bond passes.

BC Friends group was Kim’s next topic. She shared they are having trouble keeping Board members and she asked for help spreading the word about the group. She asked members to let her know if they know of someone to fill a Board role. The startup organization will try meeting in the evening next to see if it helps attendance. October 9th will be the next evening meeting at 7 p.m. and November 13th will be the following one.
The landscaping crew has been focusing on cleaning up debris and clutter. They are not taking out dead plants or adding new ones during this phase, but they can for a one-time fee if the Board so chooses. Kim reported a diligent patron who met her at her car to report dissatisfaction with the landscaping. Most recently a leak was pointed out by the citizen who informed Kim a letter would be sent regarding the landscaping. Jeff said they would trust the process and slowly and steadily make improvements on the grounds.

Kim asked if a member would be interested in writing a brief or opinion to the newspaper about the bond issue. Jeff stated it would have to be informational and he preferred that it promote attendance at the open house. Without a volunteer, Kim agreed to contact Hali at the BC Review for a blurb. Jeff reminded all that they cannot advocate for a vote but emphasized providing factual information is fine. November will be the last opportunity for information in Kim’s BC Magazine library column. Jeff warned all to be careful.

Rachel asked for specifics about the library participation in the Chamber of Commerce Wine Walk. Kim shared people were surprised the library was there. After that they seemed excited to see books about wine and mystery stories about wine. Anne’s book genre/wine pairing bookmarks were also a hit. Kim and Ann both stated it was fun and they had a great time. Kim reported signs were clearly visible informing all that everything had been donated. Ann and Kim agreed they were in a prime spot. They mentioned meeting new people to Boulder City and agreed it exposed a wider group of people to the library. The next one will be Oct. 13th. Jeff thanked all for their donations.

Jeff took note of several pieces of information presented by the staff. He was impressed by Jess’ report about touring other libraries and he offered kudos to the idea for the high school book club.

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. Renovation/Expansion Plan community questions & concerns - Action Possible, Jeff Breeden

Martin (the only community member present) had no questions or concerns. Beyond what had been spoken of already, there did not seem to be strong pushback. Marita shared an objection she had heard about the outside play area which she was able to turn around with an explanation about wiggly kids. If the memory of the library is positive and fun, kids will want to come back.

2. 651 Adams Blvd Library Interest - Action Possible, Jeff Breeden

Jeff shared he had not heard from the City Manager about the Board’s letter. Kim had heard from Kiernan McManus it might be several months. She mentioned Jess had been in contact with the Zelinski family about a 4H community garden.
Jeff was wondering about the three specific questions they had asked. He would like to talk to the City about the easement. He needs a response because it has been 3 months. The Board recommended giving him a call. They discussed the City Council meeting on the 9th and asked Kim to be their spokesperson with the Board members present as support.

3. Re-evaluation of amphitheater areas for ground cover – Action Possible, Kim Diehm

Kim provided Jason’s response from LGA and also displayed the examples of decompressed granite. The Board spoke about the top band of grass on both sides of the sidewalk. They noted the cheapest action is to re-sod. Marita stated she really likes grass. Kim explained they may need to redo water to trees. Jeff noted the cost is for materials only and not labor. The Board said they want to know the result of the bond issue. They would like to Band-Aid with sod for the time being. Jeff noted the utilities would remain the same. Rachel shared that long term she is not as enamored with grass. Ann presented the subject of temperature and comfort and the Board continued the discussion, deciding ultimately that no vote was necessary and to look at the short term solution for the time being.

4. Director evaluation information - Action Possible, Kim Diehm

Kim provided her job summary, and goals and accomplishments as a pre-emptive act for her October evaluation. Ann brought up the 5-year strategic planning process. Kim mentioned a discussion with Tammy at the State Library and a discussion ensued defining the difference between local and state objectives. The Board discussed the community meetings which helped to identify needs as seen through the public’s eyes and they decided the planning process had effectively been done. They discussed tracking comments from LGA’s notes.

So as to be clear with the evaluation process for the next month the Board members reviewed the process used previously and asked Marita to collect responses and compile them. She requested the narrative feedback be sent to her by the day of the Open House, Oct. 10th. They determined Marita could have the information ready for the packet by October 12th.

5. Veteran’s memorial bench donation - Action Possible, Kim Diehm

Kim explained a patron wants to purchase a memorial bench and have it placed in a public place. She asked to have it presented to the Board and inquired whether it would be acceptable on library grounds. The patron was also asking the City for permission elsewhere. The group determined it would be better in a park.

VI. Announcements:
1. Library Closed for Staff Day, Friday, September 21, 2018
2. Adulting 101: A Spot ‘o Tea, 1pm, Community Room, Saturday, September 22, 2018
3. Banned Books Speed Dating, 6pm, Community Room, Tuesday, September 25, 2018
4. Banned Movie: A Wrinkle in Time (PG), 5:30pm, Community Room, Friday, September 28, 2018
5. Boulder City Council Meeting, 6pm, City Hall, Tuesday, October 9, 2018
6. Library Open House, 5:30-7:30pm, Community Room, Wednesday, October 10, 2018
7. Boulder City Library Board Meeting, 7pm, Board Room, Wednesday, October 17, 2018

Discussion about the an Adulting 101 program cancellation, the format being used for Banned Book Speed Dating and the Banned Book craft, and details about the various other activities took place. Jeff added the Wurstfest to the list. Kim was asked to bring name tags to the City Council meeting. Wine Walk and Trunk or Treat on 13th were also mentioned. Rachel will participate in the wine walk.

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Martin offered an observation. After Kim’s presentation earlier in the evening, he felt people understood the new bond did not pile on top of the existing obligation.

VIII. Adjournment:

Marita Rhinehart moved to adjourn. Rachel Hunt seconded. Meeting was adjourned at 8:16 p.m.