Members Present: Chair Jeff Breeden, Vice Chair Marita Rhinehart, Ann Langevin, and Erica Tietjen.

Also Present: Director Kimberly Diehm, Assistant Director and Head of Cataloging Anne Karr, Jim Chachas from Hobbs and Ong, and Martin Einert.

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

I. Pledge of Allegiance
   Led by Ann Langevin.

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.

   Erica Tietjen moved to accept the consent agenda, minutes of the regular meeting of April 17, 2019 as provided, and bills paid of $71,375.82 from the previous month. Marita Rhinehart seconded. Motion carried.

IV. Reports:

   Kim shared examples of new library cards. The library can have them in time for National Library Card Sign Up Month in September.

   Speaking of promotions, Marita suggested holding a celebration for paying off the library debt. She proposed inviting the public to have cake with us and thank them for helping to pay off the building. This action may help later so all will realize a requested amount is not being added to a preexisting one. As the calendars are set for the summer, Kim and Marita suggested promoting this event in September as part of the National Library Card Sign-up Month celebrations. The members thought it was a good idea.

   Jeff made a comment in relation to MJ’s report. The architect expressed surprise about the roof being in a disastrous state. Jeff proposed another opinion before the bid process is begun. The Board was happy to hear the roof stood up through the recent rain.

V. PUBLIC HEARING:
   Open public hearing.
1. Discussion to adopt the Boulder City Library District’s 2019-2020 budget – Action Possible, Jeff Breeden

Public comment before action. No comments.

Kim said the Department of Taxation had accepted the tentative budget without any comment. She also noted the narrative had been reformatted per Jeff’s suggestion. She explained the annual magazine and newspaper resubscription had recently been done. Totals were being kept high because so many changes occur due to either discontinuation or the price of subscriptions going up.

Ann had a question about the materials budget being 12%. Kim explained that number was an error. She had used the adjusted total operating budget (page 6) and followed instructions to adjust for technology. Ann thought technology could be added. Kim clarified she had spoken with the State Library and made the recommended adjustment by removing $5,000 for software and $4,000 for computer equipment. She said the actual number came out to 11.16%. Ann reminded the group the gold standard should be 15%. She expressed materials can include software and digital subscriptions. She explained the importance of both preserving the past and helping society to catapult into the future. She noted the BCLD sends more books to Vegas than it borrows, but she warned 10 years from now the library may not have purchased the first copy in the first place.

A terminology distinction was discussed. Kim clarified the software cut from that section of the budget was not for software of the database sort but software of the QuickBooks type.

Jeff noted an anomaly on page 8 that looked to him to be about $12,000. Jim addressed the perceived issue and Jeff was satisfied with the explanation.

Jeff had a debt fund question for Jim about the final payment. Jim explained the last debt payment amount will be $342,000. It will be due July 1, 2019. The problem arises due to the assessed value. Because he cannot be sure how much will actually be collected this year, a $50,000 transfer to make the payment may be necessary. He is hoping assessed monies come in close to the needed amount, so the library will not have to make the transfer. Property tax collection only shows through March. He explained, April-June still have to be collected and transferred. He assured the Board the finances are in good shape; they just are prepared, so they will not bounce a check.

Marita asked if the money can be transferred back. Jim said the residual will close the account. He said 2.5 million is the best we can do right now, and in terms of the building project, that will not do much good. He explained he wants to see how the money will perform if it is banked in the Capital Projects Fund. He shared he feels the library is extremely well positioned to pay for roof repair, or HVAC issues.

Jim asked the Board to remember this year of transition is different. He addressed a significant bump of revenue to the general fund. He said this would be set aside to take care of improvements in the future. He explained he and Kim had budgeted aggressively.
Addressing the 15% goal Ann spoke of, Jim pointed out they had said they wanted to save for the expansion. He emphasized they were not shortchanging themselves. Two years from now, he speculated, the Board would have 4.5 million to work with. There is no plan to issue bonds this year, so Jim encouraged talking to the architect if the Board wants to do the project piecemeal. Additionally, he mentioned, the biggest housing development in the last 30 years will give a bump to assessed income as well.

Marita Rhinehart moved to approve the budget for fiscal year 2019/20. Erica Tietjen seconded. Motion carried unanimously.

The public hearing was closed at 7:29 p.m.

V. REPORT/DISCUSION/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 relating to an item may be delayed at any time.)

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

Jeff said he spoke with Craig the architect about numbers for renovating the property and said he was not shocked by them. Marita spoke with both Warren Harhay and Kiernan McManus. Her impression was nothing would happen until after the election. Kiernan’s concern was with the library not being approved for the expansion, why it would need the land. Marita explained the issue of busting at the seams. The Board recognized a resistance to the library knocking the vacant building down and just leaving a blank lot. Jeff stated the question was, did they want to hold their interest with the City? If they were to accept the gift from the City, they would need to commit to an action. Marita mentioned college classes. One-Stop was suggested and abandoned as an option. Improvement costs, parking and security were discussed.

To accommodate alternative events such as social gatherings and receptions for weddings in the amphitheater, a review of policies was brought up. Community overflow which stayed within the current standards was also mentioned as a vision. Generally agreeing they were all still on the same page, the Board realized they would let the election happen first, then go from there. Jeff thanked Marita for continuing to stay in contact with the community’s elected officials.

2. Discussion to vacate June, July, or August meeting - Action Possible, Jeff Breeden

Kim mentioned in June they would have the approval of the debt management policy and the capital improvement plan. Marita had requested a discussion of trustee reappointment three months before a term ends. Kim noted Ann’s term was due to end August 30th so they would need to hold the June meeting. Ann made the announcement she does not intend to seek reappointment and she asked Kim to check
the term ending date because she felt it was a few weeks earlier, specifically, two days before the August Board meeting. Strategies for inviting applicants were discussed.

Kim shared she had a note that Jeff said he wanted to review the employee pay scale in July. Summer travel plans were discussed, and it was determined that the Board was inclined to vacate August but would hold off on a vote until June or July.

Ann informed the group that it was an interesting time to serve on the Board. She was excited by the accomplishments during her time on the Board such as the Comp. & Class. study and the pursuit of the bond issue. She said the experience was eye opening. She felt the best thing she did was bring Craig in as the architect. Jeff offered their best wishes for her trip to Scotland.

**VI. Announcements:**
1. Summer Reading Program Kickoff: Live Animals with Chuck Meyer from SNWA, 10am & 11:15am, Cmty Room, Tuesday, May 28, 2019 - Discussion about promotion at the elementary school.
2. Game Making Coding Club, Grades 2-8, 12:30pm, Community Room, Wednesday, June 5, 2019
3. Cowboy Ken Presents: Stories, Songs, and More, All ages, 2pm, Community Room, Friday June 7, 2019
4. Father’s Day Craft Hour, 1 & 3pm, Community Room, Friday June 14, 2019
5. Boulder City Library Board Meeting, 7pm, Board Room, Wednesday, June 19, 2019

The members mentioned their hope for Trustee candidates.

**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.

There were no comments at this time.

**VIII. Adjournment:**

Ann Langevin moved to adjourn. Marita Rhinehart seconded. Meeting adjourned at 7:50 p.m.