Members Present: Jeff Breeden; Chair, Marita Rhinehart; Vice Chair, Michele Franzese Rustigan, Rachel Hunt, and Erica Tietjen

Also Present: Director Kimberly Diehm, Assistant Director Anne Karr, Martin Einert, Deanna Duffy, Jill Sweet, and friend Chris.

The regular meeting of the Library Board of Trustees was called to order at 7:02 p.m. by Chair Jeff Breeden.

I. Pledge of Allegiance Led by Marita Rhinehart.

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 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.

   1. Adoption of agenda
   2. Acceptance of minutes of the regular meeting of January 15, 2020
   3. Expenses from January 2020

Michele Franzese Rustigan moved that the consent agenda as amended, the minutes of the regular meeting of January 15, 2020, and bills paid of $42,879.27 from December/January, be accepted. Erica Tietjen, seconded. Motion carried.

IV. Reports:

   1. Director's monthly Library Status Report and Department Head Reports, Kimberly Diehm

      Kim distributed an updated list of agenda items the Board will be covering each month, generally the things that need addressing annually.

      Rachel Hunt was excited about the library hosting the state Summer Reading Workshop and kudos were given to Jessica Jones for offering our space. Jeff Breeden thought Jessica’s report had lots of amazing library statistics, and he loved the idea of RFID wands as great tools to make work more efficient. He was also happy to hear that Margie Zaborski will apply for the NV Energy grant next year. The grant helps nonprofits become more energy efficient.
Discussion ensued around which expenses were lagging each month besides payroll, and if the way they are presented each month is the best way to see what was spent in a particular month. Expenses are recorded from one Board meeting to the next, and adjustments are made by auditors for expenses that cover periods over June 30th.

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

Kim Diehm had no additional news to share regarding 651 Adams. Jeff noted the Board packets contain pictures of inside the building so Trustees are aware of its condition should it be offered. If it is offered, Board would need capital right away to keep the building safe.

2. Discuss any pay increase/COLA/Bonus for next fiscal year – Action Possible, Kim Diehm

Kim Diehm identified the sheets in the Board packet as the original pay increase from last year passed by the Board and the second sheet as the revised pay after the Public Employees’ Retirement System of Nevada (PERS) increase which went into effect July 13, 2019. The PERS rate went from 28% to 29.25%, and per NRS, the difference must be evenly divided and paid by employees and the company for which they work. The 1.25% increase in PERS divided by two is .625%. On July 13, 2019, each employee enrolled in PERS had their newly increased rates of pay decreased by .625%.

Kim is checking with Jim Chachas to determine why Boulder City Library staff had to have their rate per hour reduced, as the adjustment for the PERS increase was already accounted for in the salaries budget under PERS Contribution.

On the Salary Estimates sheet for fiscal year 2020-2021, possible salary adjustments based on annual reviews of 2-4% were made and submitted to Jim Chachas to verify all else on spreadsheet is correct.

Because of how the PERS rate was taken, the estimated salaries decreased by about $20,000 on July 13, 2019. The actual expense of salaries will be considerably less than initially budgeted. The Compensation and Classification study suggested not relying on changes in cost of living allowances (COLA), but bonuses are still optional. Kim stated she is willing to get behind bonuses as the year was crazy. She was impressed at all that was accomplished including: weathering through two contiguous maternity leaves, processing eight new employees and all training associated with that process, while maintaining high levels of customer service.
The Board suggested they would like to see bonuses and amounts given in the past. Discussion about the Compensation and Classification study occurred. It helped determine pay ranges and pay increases based on annual reviews, and educated the library that COLA is no longer a standard practice.

Rachel Hunt asked about a comparison of programs to last year and was referred to the statistics page which show current numbers of programs and attendees, as well as users of databases. She agreed that the statistics are indicative of meeting our goals, being able to offer more, and all the effort that went into it. It was agreed that a lot happens in the library’s meeting rooms.

Jeff Breeden asked to have management team put together their thoughts on bonuses that would be helpful to the Board. Are there people doing more/less? Who are the people that growth is based on? Also, show that we are offering more and what it took to get there.

3. Discussion of Trustee candidates - Action Possible, Jeff Breeden

No candidate applications had been received by the Director or the County. Jeff Breeden made an announcement that it is a great opportunity to serve Boulder City and the library. There was a call out for all the Trustees to share the news with friends and on social media. Jeff stated we need people who are passionate about the library! At this time Jill Sweet came forth from the audience and presented her application.

4. Marita Rhinehart term ending - Action Possible, Jeff Breeden

Marita Rhinehart came on board during a tumultuous time and Jeff Breeden appreciated her counsel. Marita expressed her enjoyment of the board and appreciates the Director. Michele Franzen Rustigan, Rachel Hunt, and Erica Tietjen agreed that she will be missed. Kim Diehm presented to Marita a triptych of the library’s past and present facades and Anne Karr thanked Marita on behalf of the library staff. Jeff reminisced that Marita always brought intelligence to meetings and her dedication was invaluable.

VI. Announcements:

1. Cooking Class: Makin’ Bacon, 1pm, Community Room, Saturday January 18, 2020
2. Unblocking the Writer Group, 2pm, Board Room, Saturday January 18, 2020
3. Library Closed for Martin Luther King Jr Day, Monday January 20, 2020
4. After Hours Movie (Rated R), 5:30pm, Community Room, Friday January 24, 2020
5. Conscious Communication Workshop, 7pm, Community Room, Monday January 27, 2020
6. Boulder City Library Board Meeting, 7pm, Board Room, Wednesday February 12, 2020

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.

Martin Einert wanted to express his enjoyment of the movies offered each month. They are super convenient to attend and good movies.

Jill Sweet, a teacher, is a Trustee candidate who moved to Boulder City a few months ago and wants to establish roots in the community. She is a reader and lover of books.

Deanna announced the 9am Mystery book club topic is Louise Penny’s Chief Inspector Gamache series on January 16, 2020. On February 12 at 6:30pm the Fantasy Book Club topic will be Naomi Novik’s Spinning Silver.

VIII. Adjournment:

Rachel Hunt moved to adjourn. Erica Tietjen seconded. Meeting adjourned at 7:43pm.