

**LIBRARY BOARD OF TRUSTEES' MEETING MINUTES**  
**September 21, 2011**

The Board met in regular session at the Incline Village Library, 845 Alder Avenue, Incline Village, Nevada. Chair Al Stoess called the meeting to order at 4:00 p.m.

**ROLL CALL**

Board Members Present: Tom Cornell, Dianne Drinkwater, Fred Lokken, Al Stoess and Anna Jane Zarndt

Library Staff Present: Brenda Baxter, Kristin Cannard, Tammy Cirrincione, John Crockett, Patti Day, Corinne Dickman, Debbie Gunderman, Nancy Keener, Barbara Lentz, Amy Levy, Arnie Maurins, Jennifer Oliver, Brenda Owens, Pam Rasmussen, Bonnie Saviers, Donna Smith, Scottie Wallace and Rocky Badolato

County Staff Present: Assistant District Attorney Herb Kaplan

Friends of Washoe County Library Present: Len Crocker, Lois Crocker, Martha Gould, Mary Jones and Lucina Moses

Public Present: Rob Rothe, Roter Investments

Mr. Maurins introduced Anna Jane Zarndt, the newly-appointed Trustee.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MINUTES**

On motion by Mr. Lokken, seconded by Mr. Cornell, which motion duly carried, the Board approved the minutes of the August 17, 2011 meeting with the following correction: Under Roll Call, add the name of Bonnie Saviers to "Library Staff Present."

**OLD BUSINESS**

**Staff Report on the Status of the Supplemental Budget Reduction Plan for Fiscal Year 2011/12**

Mr. Maurins reviewed the information in the packet and distributed and reviewed copies of the Power Point presentation he will be presenting to the Board of County Commissioners on September 27.

He added that the Library presentation will be held at 9:50 a.m. instead of 10:00 a.m., depending upon how long the preceding presentations run.

Mr. Maurins reported that part of the County Manager's report to the Commissioners on September 27 will include taking money from various funds and moving it into the County general fund to help close the gap in the budget shortage. One of those measures includes lowering the tax rate on the Library Expansion Fund, and then taking the difference and moving it into the general fund. Currently two cents on every \$100 of assessed value is going into the Expansion Fund, and based on his understanding, they are considering reducing that by ten percent to 1.8 cents. While this would prevent the Expansion Fund from building as much as it might, legal counsel believes the County is within its rights to do that.

Mr. Lokken stated his surprise at the County's decision as it is inconsistent with the position it has taken with the State. He further voiced the following concerns:

- The circumvention of a resource approved by the voters for a specific purpose
- The difficulty of garnering support for any future tax override or increase request due to the lack of public trust
- It is a dangerous precedent

Martha Gould advised the board as the former Library Director in office at the time the tax override passed, the original language did not contain the language "up to" two cents. She is not sure when the language was changed, but there is no question in her mind that the two cents belongs to the Washoe County Library System, and it was the only tax issue that passed in Northern Nevada in 1994. She also feels it would be terrible precedent and the Library Board should take a stand.

Mr. Kaplan advised that his opinion is based on the fact that the final ballot does contain the language "up to" two cents, and it would be impossible to determine what the intent of the Board and public was at the time the tax override was passed.

Following discussion and questions by the Board, Mr. Maurins advised:

- Property tax rates will not change if this is implemented
- There are approximately nine other funds that are being considered for this type of action

Ms. Drinkwater joined the meeting at 4:20 p.m. via conference call.

## **APPROVAL OF REVISED WASHOE COUNTY LIBRARY BOARD OF TRUSTEES BYLAWS**

The Library Board reviewed the information submitted in the packet.

This item was brought to the Board to formalize a motion made and passed at the July 20, 2011 meeting.

Mr. Cornell suggested that a new Trustee should be appointed every year, and Mr. Kaplan advised that is not an issue for the Bylaws as it is covered in Nevada Revised Statutes.

Following discussion, on motion by Mr. Lokken, seconded by Ms. Drinkwater, which motion duly carried, the Board approved the revised Washoe County Library Board of Trustees Bylaws and authorized the Chair to execute the final version. Mr. Cornell and Ms. Zarndt opposed.

## Revised Days and Hours of Operation at Sierra View Library

The Library Board reviewed the information submitted in the packet.

Mr. Maurins advised the Board that Rob Rothe is in attendance after contacting him and Commissioner Breternitz regarding the change of hours at Sierra View Library approved at the previous Board meeting.

Kristin Cannard, Sierra View Managing Librarian, added the following:

- When the six-day schedule was implemented, Sierra View Library had 21 staff members (16.775 FTE) – by the end of October, there will be only 15 staff members (11.4 FTE)
- Services are being streamlined systemwide
- Mondays have become more popular and are now the busiest day of the week, averaging over 100 people per hour (approximately 91 more patrons per day)
- The lowest gate count is from 6:00 to 7:00 p.m.
- The average number of CRC patrons is 29 on Mondays and 5-8 on Saturdays
- The access needs of the public were considered from a community-wide perspective
  - Two libraries are open on Monday in addition to Sierra View (Downtown Reno and Spanish Springs)
  - Six libraries are open on Saturday in addition to Sierra View (Incline Village, North Valleys, Northwest Reno, South Valleys, Sparks and Verdi)
- Storytimes are on Tuesdays and Thursdays, but will be discontinued as of October 31
- Job Connect has 23 computers for public use, and the overflow is sent to SV, together with those needing a public use typewriter
- Sierra View has 40 computers (2 for express use only) and 11 reserved for younger patrons
  - There is a large volume of patrons using the computers for job applications, searching for employment and applying for social services

Schedule suggestions made by the Board:

- Open Tuesday through Saturday
- Open seven days per week
  - Response: Staff would need to be taken from another library, thereby diminishing services, days and/or hours of operation elsewhere
- Open strictly on weekends and holidays
  - Response: There is no money in the budget for holiday pay
    - Have volunteers work the weekends and holidays
- The hours should remain as previously approved, staff can continue to monitor the usage and make adjustments at a future time, if necessary

Mr. Maurins added that the lease does not contain language addressing the hours. Mr. Lokken noted that the Library System is losing an additional ten percent of its budget, and there was no budget savings credited to the System due to the lease concessions.

Upon questioning by the Board, Mr. Maurins advised that the total Library System budget has been reduced by approximately 45% (approximately \$6,000,000) in the past several years.

Rob Rothe, Reno Town Mall Managing Partner, thanked the Board for hearing his request, and made the following suggestions:

- Because the mall and multiple tenants are open seven days per week, the Library should be open on Saturday as it generates foot traffic
  - Does not want children visiting the mall to be eliminated from enjoying the Library
  - With the Library closed on Sunday, Saturday is the primary family day
  - Service should not be limited to Job Connect
- Open Saturday from 12:00 to 5:00 p.m. and Monday through Friday from 10:00 a.m. to 5:00 p.m.
- Hours change should be made in time for the holidays
- Maintain family and children's programs
- Get volunteer support from the community to open on Saturday

Upon questioning by the Board, Mr. Rothe advised that the Library (30,000 square feet) is one of three anchors in addition to Burlington Coat Factory (87,000 square feet) and the Food Source (60,000 square feet).

Martha Gould stated that the Sierra View Library has an excellent children's collection and the branch serves low income, working families, to whom the branch is important, to which Ms. Cannard responded that the children's collection is not being eliminated.

Scottie Wallace, Downtown Reno Managing Librarian advised the Board that she initially requested the help on Monday as the manager of one of only two libraries open that day because the computer usage has increased dramatically and agreed that the purpose is to meet the needs of the entire system. She stated that, in addition, while it sometimes gets lost in the numbers, patrons looking for jobs is also a family issue, and children's computers have been installed next to "regular" computers so that they can remain near their parent(s).

Mr. Maurins reminded the Board that it should be looking at actual use and not perceptions.

Upon questioning by the Board, Development Officer Jennifer Oliver explained that branches request volunteers for their particular needs, volunteer applications are received from the community, and they are matched up as best as possible.

Ms. Drinkwater stated that, despite the generosity of the landlord, the obligation of the Board is to assess the available resources and determine how to best use them for the benefit of the Library System and the entire community. The decision made, based on staff recommendations, was appropriate and well thought out. She added that each branch has patrons emotionally invested, and while Sierra View is different due to the incredible support of the landlord, his issues were considered and factored into the decision that was made.

Ms. Zarndt moved to table this item for reconsideration at the November meeting, and Mr. Cornell seconded. Following further discussion, the motion did not pass. Ms. Drinkwater, Mr. Lokken and Dr. Stoess opposed.

Mr. Lokken requested that staff continue to monitor branch usage and explore the possibility of Saturday volunteers, which may be limited due to liability.

## **NEW BUSINESS**

### **Revised Days and Hours of Operation at Duncan/Traner, Incline Village, Northwest Reno, Senior Center, Spanish Springs and Verdi Libraries**

The Library Board reviewed the information submitted in the packet.

Mr. Maurins noted that the revised days and hours would result in a net loss of nine hours per week.

On motion by Mr. Lokken, seconded by Ms. Drinkwater, which motion duly carried, the Board approved the hours changes as listed in the staff report, with an effective date of Monday, October 31, 2011. Mr. Cornell opposed.

Donna Smith, Senior Center Managing Librarian, advised the Board that the change of hours for that library was made somewhat palatable due to the option for seniors, another demographic served by the system, to travel by bus to either the Downtown Reno Library or the Sierra View Library on Mondays. She is concerned that if Mondays are cut from both the Senior Center and Sierra View Libraries, there will be no options for seniors on that day.

Ms. Drinkwater was excused at 5:37 p.m.

### **Staff Report on Incline Village Library Programs, Activities and Operations**

Pam Rasmussen, Incline Village Managing Librarian, distributed information about the Tahoe Library Coalition and programs. She added the following:

- There are displays in the building for Nevada Reads
- \$2,940 was received from the periodicals drive
- Early voting brought in approximately 1,600 voters, nearly 40% of the eligible voters that voted early
- Merchandising additions: Staff picks/new materials, end caps/shelves
- Kudo from Book Club: "Very clean, spacious and well-lit room for book discussion. Your staff couldn't have been more helpful, friendly and professional. Thank you!"

## **ADMINISTRATION REPORT TO THE BOARD**

The Library Board reviewed the information in the packet.

Mr. Maurins added that 175 donors provided over 300 subscriptions through the periodicals drive. A staff email received just prior to the meeting announced that all of the ebooks are now Kindle compatible.

## **FINANCIAL REPORTS**

The Library Board reviewed the information submitted in the packet.

## **MONTHLY LIBRARY USAGE STATISTICS REPORT**

The Library Board reviewed the information submitted in the packet.

## **PUBLIC COMMENT**

Mr. Maurins reminded the Board of the Nevada Library Association Conference on October 6 and 7 in Carson City, and asked Trustees to advise the office if they wish to attend.

## **BOARD COMMENT**

Ms. Zarndt thanked Mr. Rothe for attending and explaining his perspective.

Mr. Lokken expressed his surprise as a Library Trustee at the seemingly unilateral way in which the County Commissioners manage leased properties. He would like an agenda item to address the prospect of drafting a letter to the County Board of Commissioners and the County Manager's staff to explain why due process and diligence were circumvented by negotiating leases without even extending the Library Board the courtesy of advising that leases are being negotiated and what the terms might be. By statute, the Library Board is responsible for planning the future of the Library System.

Mrs. Gould reminded the Board that it does have the right and responsibility to negotiate with the Board of County Commissioners. Historically, past Boards have done so and were much more proactive. In tough times, it is necessary.

Dr. Stoess thanked the entire Library staff for all of the hard work they have done and acknowledged the pain and suffering they have endured.

## **ADJOURNMENT**

On motion by Mr. Lokken, seconded by Ms. Drinkwater, Dr. Stoess adjourned the meeting at 5:47 p.m.