

**CITIZENS' ADVISORY COMMITTEE ON THE FUTURE OF
THE WASHOE COUNTY LIBRARY SYSTEM
July 7, 2011**

The Advisory Committee met in regular session at the Sierra View Library, 4001 South Virginia Street, Reno, NV. The meeting was called to order at 6:00 p.m.

ROLL CALL

Members Present: John Andrews, Nancy Cummings, Martha Gould, Bill Hartman, Amy Levy, Carol Lloyd, Fred Lokken, Lucina Moses, Arnie Maurins (non-voting), Robert Mulvana, Kathryn Murders, Michelle Quevedo, James Umbach, Kris Wells, Roy Young

County Staff Present: Brenda Baxter, Tammy Cirrincione and Lorna Grasso

PUBLIC COMMENT

No public comment.

MEETING MINUTES

On motion by Mr. Lokken, seconded by Ms. Gould, which motion duly carried, the Committee approved the minutes of the June 2, 2011 meeting.

UPDATE ON THE COUNTY AND LIBRARY BUDGET SITUATION

The Committee requested the budget update be presented before breaking into subcommittees due to possible impact on their discussions.

Following questioning by the Committee, Mr. Maurins reported on the following:

- The recommendations from Management Partners and this committee will be combined into the final report
- The County accepted a five year lease for free rent for the Sierra View Library with an additional five year option, but the Facilities Subcommittee can still recommend closure.
- Sierra View Library will consolidate service points to accommodate fewer staff and Technical Services will be moved to the Downtown Reno Library within the next 12 months
- The free rent on Sierra View does not affect the Library budget as it was placed with Public Works. The Committee suggested verification. Ms. Moses commented that the Friends accepted the donation with the understanding it was to help the Library.

- Verdi and Duncan/Traner Libraries will remain open a few hours each week this year due to potential liability to the County related to funding that went into the construction of both; \$400,000 for Verdi and \$250,000 for Duncan/Traner if they cease being public libraries. Mr. Maurins will negotiate with NDOW and the City of Reno to either suspend operations or find a way to provide service without County staff or with minimal staff.
- Gerlach High School has closed and the Library is moving to the elementary school over the summer. The space will be smaller and the hours may be fewer.
- The North Valleys Library lease will continue this year. The condition for a permanent library on the donated land was not attached to the parcel it was swapped for. The parcel is currently not on the list of property the County is considering to sell. The Committee suggested monitoring this closely. Ms. Gould suggested proceeds from the sale of that parcel should go to the Library.
- Budget plans for the 10 percent cuts are due to the BCC July 29. Some departments will not have to cut the full 10 percent. The Board of County Commissioners will review the budget plans in August.
- At this time, the 10 percent plan from the Library includes the loss of 14 to 16 staff through either layoffs or voluntary separation.
- The County is offering separation incentives contingent on wage concessions. Positions approved for incentives will be eliminated.

Following further questioning by the Committee, Mr. Maurins noted that with fewer staff, branches will be readjusting their operations by consolidating desks and narrowing down their services.

Ms. Gould noted the Downtown Reno Library building is owned by the County but the land belongs to the City of Reno. The money for the building was given by the Fleishman Foundation, which no longer exists, and the building was supposed to be a library in perpetuity. She questioned what happens to the building if Sierra View and the Downtown Reno Library are combined on a different property and suggested this be researched.

Following Mr. Maurins' report, the Committee suggested continuing with the basic recommendations and making adjustments based on what happens between now and the middle of August.

The Committee questioned if the WC-1 tax dollars to the Library are reduced and redirected to the County, will that be on top of the 10 percent. The validity of this was also questioned considering the recent State Supreme Court ruling regarding the redirecting of funds. It was suggested the Library Board of Trustees get an opinion from the Attorney General since by law the budget is under their purview.

PRELIMINARY REPORT PRESENTED BY MANAGEMENT PARTNERS TO THE ORGANIZATIONAL EFFECTIVENESS COMMITTEE

The Committee reviewed the report in the packet.

Following questioning by the Committee, Mr. Maurins explained that Category A on the Management Partners Report reflects things that can be done right away, Category B would require change in County policy or some action by the BCC and Category C would require action outside the County such as a change in State law.

Mr. Maurins noted the final report may include a recommendation to be more aggressive in collecting fines. Following questioning from Management Partners, he explained why pursuing a Library District was not a viable option, and that the Cities of Reno and Sparks do not pay for library service as it is covered in residential property taxes.

Following further questioning by the Committee, Mr. Maurins explained that our Systems Department has been troubleshooting technology issues by cell phone, and the problem with consolidating with Technology Services is that the Library has software and services that do not relate to the rest of the County.

SUGGESTED OUTLINE FOR THE COMMITTEE'S FINAL REPORT

The Committee reviewed the suggested outline included in the packet

Mr. Hartman suggested that each subcommittee compose a draft with their suggestions. Mr. Hartman offered to prepare the Introduction. Ms. Gould and Ms. Cummings will assist with the preparation of the final draft and Ms. Cummings will work on the environmental scan.

Following discussion, the following suggestions were made for the report:

- Introduction
 - An overview of the identified values and their importance to the community
 - The fact libraries have been around for 200 years
 - Library services, number of users versus population, cost per capita
- Format
 - Look at scorecard format
 - Facilities Subcommittee format of dividing into short-term and long-term is preferred
- Technology
 - Saving money via technology and “virtual” services; indication that a library will be cheaper to run in the future
 - Digital impact
 - Cloud computing
 - Breakdown of costs
 - National database access
 - Implications for staffing
 - Power to run technology in the future

- The need for systems backup if the national grid goes down
- Other suggestions include
 - Adding the Executive Summary
 - Add a financial component
 - Best practices relative to both today's and tomorrow's environment.
 - Speak with staff completing library school as they have that futuristic approach
 - The relevance and roles of the Library including remaining a commons and cultural institution that brings people together; why the library should remain in the community – the library experience
 - Relationship between the public library and educational institutions
 - Report should be from an information standpoint, not a recreation standpoint.
 - A public survey was suggested as a useful tool for the report.

Suggestions for the report should be forwarded to Mr. Hartman.

POSSIBLE USE OF FACEBOOK OR OTHER SOCIAL MEDIA TO HELP PRODUCE THE REPORT

Mr. Hartman reported that Ms. Quevedo has suggested using Facebook as an opportunity to interact with the public and create more community awareness and has offered to set up and monitor a CAC Facebook page. Mr. Umbach and Mr. Andrews offered to assist with the monitoring.

Following questioning by the Committee, Ms. Quevedo reported there is new technology that would allow us to post questions of the Committee's choice and receive feedback from the public as well as compile the data.

On motion by Mr. Andrews, seconded by Ms. Gould, which motion duly carried, the Committee requested that Ms. Quevedo create a CAC Facebook page. Ms. Quevedo will present the page to the Committee at the next meeting before making it active.

Mr. Maurins discussed a social media policy recently approved by the BCC which applies to employees, agents or contractors but does not believe it will pose a problem. The policy does not appear to address public feedback.

Following further discussion regarding the final report, Mr. Andrews offered to set up a wiki page for making changes. It was suggested to check with Mr. Herb Kaplan regarding Open Meeting Law issues.

On motion by Ms. Gould, seconded by Mr. Lokken, which motion duly carried, the Committee requested Mr. Andrews create a wiki page for the final report. The document will state that it is a draft.

SUBCOMMITTEE BREAKOUT MEETINGS

Mr. Hartman noted that since the breakout meetings did not occur, the groups may wish to meet outside of this meeting to complete their recommendations. He would like to begin focusing on the final report at the August meeting.

Mr. Maurins reminded the Committee that agendas must be sent to Ms. Grasso and Mr. Hartman at least a week before their meeting to give enough time to meet the notice requirements.

Upon questioning by the Committee, Mr. Hartman suggested the subcommittees finish their recommendations before work on the final report commences. Mr. Hartman, Ms. Gould and Ms. Cummings will begin working on an outline.

PUBLIC COMMENT

No public comment.

Meeting adjourned at 7:56 p.m.