

**LIBRARY BOARD OF TRUSTEES' MEETING MINUTES
July 20, 2011**

The Board met in regular session at the Sparks Library, 1125 12th Street, Sparks, Nevada. Chair Al Stoess called the meeting to order at 4:00 p.m.

ROLL CALL

Board Members Present: Tom Cornell, Fred Lokken, Judy Simon and Al Stoess

Board Member Absent: Dianne Drinkwater

Library Staff Present: Brenda Baxter, Meg Blanchard, Kristin Cannard, William Carlin, Michelle Chapman, Tammy Cirrincione, John Crockett, Patti Day, Corinne Dickman, Dave Eveland, Todd Goatley, Debbie Gunderman, Nancy Keener, Barbara Lentz, Julie Machado, Arnie Maurins, Jennifer Oliver, Bonnie Saviers, Donna Smith, Andrea Tavener, Julie Ullman, Scottie Wallace, Beate Weinert and Lorna Grasso

County Staff Present: Assistant District Attorney Herb Kaplan and Anna Heenan, Library Budget Analyst

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

Public Present: Erin Bannahan, Beverly Dummitt and Mary Ann McKibben

PUBLIC COMMENT

Beverly Dummit, Verdi resident, presented 330 signatures obtained in support of the Verdi Library.

Mary Ann McKibben, Verdi resident, spoke in support of keeping the Verdi Library open and offered to volunteer to help keep the library open.

APPROVAL OF MINUTES

On motion by Mr. Lokken, seconded by Mr. Cornell, which motion duly carried, the Board approved the minutes of the June 15, 2011 meeting with the following corrections: Add Nancy Cummings as being in attendance and note that Judy Simon voted against Agenda Item 4a.

OLD BUSINESS

Supplemental Budget Reduction Plan for FY 2011/12

Mr. Maurins reviewed the information submitted in the packet.

Mr. Maurins reported that the Organizational Effectiveness Committee met on July 19, 2011 for the presentation of the revised draft report from Management Partners. Recommendations that could directly impact the Library include:

- Closure of Duncan/Traner and Verdi Libraries
- Investigate the possibility of managed competition for library service
- Consolidate the Systems staff with the County Technology Services Department (the Director has filed an objection)
- The property on Golden Valley Road was on a list to consider for future sale
 - This parcel was obtained in a trade for a property that was donated upon the condition that it be used as a library or, if sold, proceeds would be used for the benefit of Washoe County Library System
 - Since the new parcel had no such condition attached, the Board of County Commissioners passed a resolution that the parcel would be used for a library or, if sold, proceeds would be used for the benefit of the Library
 - The resolution mentioned above will be researched

Upon questioning by the Board, Mr. Maurins reported as follows:

- County job specifications state:
 - Librarian III's manage the operation of a medium to large-size branch or oversee a major area that affects the entire system
 - Librarian II's manage the operation of a small to medium-size branch
 - Librarian I's do not have the ability to manage a branch, but the Director may be able to work with Human Resources on the job specification
- Future plans include the Downtown Reno and Sparks Libraries providing the largest range of services while the other libraries will focus on meeting the specific priority needs of their particular clientele
- The majority of the Balanced Scorecard items will be addressed, with possible modifications due to lack of resources

Martha Gould informed the Board that the grants for the Duncan/Traner and Verdi libraries did not contain opt-out clauses, and the community raised over \$100,000 for the Verdi Library. Mr. Maurins will request a legal opinion.

Upon further questioning by the Board, Mr. Maurins reported:

- A number of Librarian II's may need to be reassigned
- The loss of 40-45% of the budget in the last four years requires major changes in the way business is done
- The proposed plan allows the Library to continue the delivery of high priority service with available resources
- The deadline to request separation incentives is July 29, which may affect the number of necessary layoffs

Barbara Lentz, Northwest Reno Library Manager, announced that she has requested a voluntary demotion from a Librarian III and is aware of the ramifications.

Mr. Lokken moved to approve the two reduction plans in concept for submission to the County's Budget Division, and Mr. Cornell seconded. The motion failed, with two yea votes and two nay votes.

NEW BUSINESS

Revisions to the Bylaws of the Library Board of Trustees

The Library Board reviewed the information submitted in the packet.

Following discussion, on motion by Mr. Lokken, seconded by Dr. Stoess, which motion duly carried, the Board approved the revision of the Bylaws to read that Trustees will be eligible for no more than two full four-year terms plus a partial term of less than two years. One opposed.

Mr. Kaplan advised the Board that no Bylaw change is necessary regarding the changes in the Open Meeting Law.

Staff Report on the Migration to Koha Open Source Integrated Library System

The Library Board reviewed the information submitted in the packet.

Upon questioning by the Board, Nancy Keener, Systems & Access Services Librarian, noted that access on the Smartphone is not yet available.

Staff Report on Sparks Library Programs, Activities and Operations

The Library Board reviewed the information submitted in the packet.

Julie Machado, Sparks Library Manager, added that staff is dedicated to providing the best service possible and introduced Debbie Gunderman, Duncan/Traner Community Library Manager, who is exploring ways to use less staff and keep that Library open.

ADMINISTRATION REPORT TO THE BOARD

The Library Board reviewed the information in the packet.

Upon questioning by the Board, Mr. Kaplan advised:

- The Board can request that Mr. Maurins withdraw the Library Board of Trustee applications submitted to the Board of County Commissioners, but this is not an action item under the Opening Meeting Law
- Even with the amended bylaws, Ms. Simon would be excluded from the current process
- Statute allows that Ms. Simon participate until a new Trustee is appointed
- Mr. Maurins reported the deadline to submit applications was extended to July 11

ACKNOWLEDGMENT OF DONATIONS RECEIVED BETWEEN APRIL 1 AND JUNE 30, 2011

The Library Board reviewed the information submitted in the packet.

Jennifer Oliver, Development Officer, noted a name change from Lois and Gary Machado to Lois and Gary Smyres in her report under Non-Cash Donations.

DIRECTOR-APPROVED GIFT-FUND PURCHASES BETWEEN JANUARY 1 AND JUNE 30, 2011

The Library Board reviewed the information submitted in the packet.

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

Scottie Wallace, Downtown Reno Library Managing Librarian, asked the Board for direction on how to move forward in light of vote on the budget reduction plan. She assured them that when plans are presented, they are the best recommendations under the circumstances. As a manager, she does not know what else to do. She once had 32 employees, and is now down to 12 FTE's. While no one likes what has to be done, the Library can continue to provide meaningful service.

Ms. Gould concurred with Ms. Wallace that no one is happy with the proposals and stated that the Board has the responsibility to say "enough is enough" to the Board of County Commissioners. She feels the Library meets the requirement of a core service, and noted that the library accomplishments should be publically noticed.

Erin Bannahan, library patron and former employee, stated she realizes what staff has gone through, feels patrons will have to do their part and noted that the Library has recouped in the past and went on to bigger and better things.

BOARD COMMENT

Ms. Simon reported there is no sign on Hwy 28 indicating the location of the Library, rendering it difficult to find. Mr. Maurins noted that he has inquired and was advised by NDOT that a sign cannot be installed.

Mr. Maurins suggested the dates for the August and September meetings be exchanged because the statue being installed at Incline Village will not be ready until September.

Mr. Maurins thanked Ms. Simon for her service to the Library and the Library Board of Trustees and presented her with an engraved clock.

Mr. Kaplan stated that issues raised in public comment cannot be acted on unless it is placed on the agenda per the Open Meeting Law.

Mr. Lokken asked to reopen the Agenda Item 4a and requested a second vote. Mr. Maurins explained that the primary reason the Librarian III classification was chosen for layoff is that it would render a significant savings.

Mr. Lokken moved to approve the two reduction plans in concept for submission to the County's Budget Division, and Mr. Cornell seconded. The motion again failed, with two yea votes and two nay votes.

ADJOURNMENT

On motion by Mr. Lokken, Dr. Stoess adjourned the meeting at 6:09 p.m.