

**CITIZENS' ADVISORY COMMITTEE ON THE FUTURE OF
THE WASHOE COUNTY LIBRARY SYSTEM
January 13, 2011**

The Advisory Committee met in regular session at the Sierra View Library, 4001 S. Virginia Street, Reno, NV. The meeting was called to order at 6:05 p.m.

ROLL CALL

Members Present: Gail Alexander, Myndi Clive, Nancy Cummings, Martha Gould, William Hartman, Amy Levy, Carol Lloyd, Fred Lokken, Sherry McGee, Lucina Moses, Robert Mulvana, Kathryn Murders, Michelle Quevedo, Kris Wells, Derek Wilson, Roy Young

County Staff Present: Lorna Grasso, Nancy Keener, Donna Smith, Scottie Wallace

Others Present: Arianna Bennett (Channel 2 News), Marlene Rebori, Al Stoess

Fred Lokken, Interim Chair, called the meeting to order at 6:05 p.m. and noted that a spokesperson for the group has not been assigned so if approached by the press, Committee members would be speaking as individuals of this group.

PUBLIC COMMENT

There was no public comment.

MEETING MINUTES

On motion by Ms. Gould, seconded by Ms Cummings, which motion duly carried, the Committee approved the minutes of the December 9, 2010 meeting as corrected. CHANGE: February 13 to February 10 under 'Subcommittee structure and meeting frequency'.

OLD BUSINESS

Committee Meeting Logistics

The Committee reviewed the information in the packet.

Committee members were in agreement with the subcommittee membership. Mr. Maurins noted that Kathy Murders requested to be on Subcommittee B (Services), which will make five members on Subcommittee A and six on Subcommittees B and C. Subcommittees broke into groups at 6:15 p.m. to discuss meeting logistics and leadership and reconvened at 6:34 p.m. with the following information:

- Subcommittee A (Facilities)
 - Chair – James Umbach

- Meeting date and time – January 27, 2011 at 1:00 p.m.
- Meeting place – Law Library, 75 Court Street, Reno

- Subcommittee B (Services)
 - Chair – Sherry McGee
 - Meeting date and time - January 27, 2011 at 6:30 p.m.
 - Meeting place – Truckee Meadows Community College, Sierra Building, Elizabeth Sturm Library, 7000 Dandini Blvd., Reno

- Subcommittee C (Funding)
 - Chair – Carol Lloyd
 - Meeting date and time – January 20, 2011 at 4:00 p.m.
 - Meeting place – Friends of Washoe County Library Office, 1301 Cordone Avenue, Suite 120, Reno

Mr. Maurins noted that a draft agenda will be provided for the first subcommittee meeting and contact information will be provided to each group. He will also verify that the subcommittee meetings need to be publicly noticed. Library Administration will post the agendas.

NEW BUSINESS

County's Revenue Structure and General Financial Outlook

The Committee reviewed the information included in the packet.

Anna Heenan, Senior Fiscal Analyst, presented information on the budget and answered questions from the Committee:

- She explained debt service is issued in order to build. Debt service is either funded by the general fund property tax revenue or through the vote of the people willing to pay additional tax to obtain debt funding to build.
- The State will try to balance their budget by taking revenues from the County and/or other local governments or pass State funded services down to the counties. Ms. Heenan was unaware of the dollar amount taken from Clark County last year, but the types of revenue were the same as Washoe County.
- Ms. Gould noted that Library System staffing is back to the 1994 level, but with additional outlets and greater demand. Ms. Heenan suggested keeping that in mind while planning since staffing numbers can no longer provide the same service level.
- Ms. Heenan explained that labor costs are growing faster than revenues can support. The County is anticipating a 12 percent increase in health insurance for Fiscal Year 2011/2012.
- The Organizational Effectiveness Committee was set up to give advice and recommendations to the County on best practices within the business community and will be focusing on core and non-core services as well as services what can be outsourced or eliminated. Potential candidates for outsourced or eliminated services will be placed in the Service in Transition category for further review. A recommendation will be made to the Board of County Commissioners. Minutes can be obtained from the County website at www.washoecounty.us and are located

under the Finance Department. They meet once a month at the Administrative Complex on Ninth Street.

- All labor contracts expire June 30, 2010 so negotiations will commence soon. The County is currently recruiting for a new Labor Relations Manager before that process begins.

Legislative Authority for, and Governance of, Public Libraries in Nevada

The committee reviewed the information in the packet.

Upon questioning by the Committee, Ms Gould explained the problems with trying to create a Library District; the primary one being that a district cannot set its own tax rate. . The procedure for this is covered under NRS 379.021.

Washoe County Library System's Organizational Structure, Governance Relationships, Budget, Services, Use of Volunteers and Strategic Plan

The Committee reviewed the information included in the packet.

Upon questioning by the Committee, Mr. Maurins responded to the following:

- He is looking into selling the Mobile Library back to the manufacturer and, per the State Library, the sale will not be a problem as long as the proceeds go to the furtherance of LSTA grant purposes.
- The Library Directors in Nevada have been discussing being able to meet the "maintenance of effort" required for Federal funding. The State Library is examining how much can be shown.
- AARP sponsorship of volunteers has not been examined, but he will give the suggestion to the committee working with the volunteers.
- Volunteer usage has increased 20 to 30 percent in the last year. Many of them perform more than one function in the Library.
- The 159 employees in the Library represent a combination of full-time and part-time positions.
- The State program for library certification is still being offered. Due to declining gift funds, the Library Board of Trustees has not been able to offer scholarships, but hope to do so soon.
- The Balanced Scorecard has been recently updated and will be presented to the Library Board of Trustees next week. The Library is required by NRS to have a five-year plan on file with the State Library.
- The Library and Friends of the Library are individually looking into online services for paying fines, making donations or joining the Friends of the Library.
- The Library is examining replacing the current online catalog and circulation system with an Open Source option called Koha. A company may have to be retained to provide tech support, but it would save substantially on maintenance costs. The County Information Technology department is behind this effort, and the Library would be one of the first departments in the County to make this type of major shift.

Mr. Maurins will provide copies of the Library Technology Plan and it will be placed on the next agenda for discussion.

Committee Members' Comments

Mr. Lokken introduced Al Stoess, a Trustee from the Library Board, who thanked the Committee for their willingness to participate in this activity.

At the request of the Committee, Mr. Maurins noted that the next Committee packet will be sent as a PDF.

Mr. Lokken requested chairmanship of this Committee be placed on the next agenda as he is only serving as interim.

Upon questioning by the Committee, Mr. Lokken noted that a copy of the Legislative Communication Policy was distributed before the meeting. The section relating to members of appointed boards appearing before the Nevada State Legislature is highlighted in yellow.

Mr. Lokken thanked Library staff for their work on this Committee.

Mr. Maurins noted that the requested demographics are included in the packet. This is from the 2000 Census so the numbers may not be accurate today. He has a map that shows current population and projected out 20 years, which he will bring to the Facilities Subcommittee and the main Committee. Also included in the packet are the reference statistics by branch requested at the last meeting.

Meeting adjourned at 7:57 p.m.