

CITIZENS' ADVISORY COMMITTEE ON THE FUTURE OF
THE WASHOE COUNTY LIBRARY SYSTEM
December 9, 2010

The Advisory Committee met in regular session at the Spanish Springs Library, 7100A Pyramid Lake Highway, Sparks. The meeting was called to order at 6:05 p.m.

ROLL CALL

Members Present: Gail Alexander, John Andrews, Myndi Clive, Nancy Cummings, Martha Gould, William Hartman, Amy Levy, Carol Lloyd, Fred Lokken, Sherry McGee, Lucina Moses, Robert Mulvana, Carola Naumer, Michelle Quevedo, Sheila Sobell-Every, James Umbach, Derek Wilson, Roy Young

County Staff Present: Lorna Grasso, Scottie Wallace

Fred Lokken, Interim Chair, called the meeting to order at 6:05 p.m. and announced the following:

- Committee members are covered under Washoe County Workman's Comp, so it is necessary for each member to sign the attendance sheet. The attendance sheet will be the roll call for all future meetings.
- Committee members have name placards and were asked to leave them on the table at the end of each meeting.
- One person has been removed from the Committee at her request.

PUBLIC COMMENT

Scottie Wallace thanked the Committee for participating and noted the following:

- Following the discussion on demographics and transportation at the last meeting, she researched subsidized housing in the area. She noted demographics are shifting, and many people in south Reno may now have transportation issues.
- We are seeing a new hybrid in our libraries other than the information rich/poor or those without technological skills. The new hybrid is people who have had access to the internet, databases and newspapers, but no longer have these resources.
- She reminded the Committee that Librarians provide a wide range of services, not all of which are connected to the building and asked the Committee to keep that in mind.

MEETING MINUTES

Upon questioning by the Committee, Mr. Maurins advised that two Library Assistant II's retired last year. The Internet Librarian and Associate Director are retiring soon. He explained that these positions need to be filled, but future vacancies will be considered individually.

On motion by Ms. Gould, seconded by Mr. Umbach, which motion duly carried, the Committee approved the minutes of the November 16, 2010 meeting with the following correction: Marlene Rebori instead of Marlene Ribori.

OLD BUSINESS

Committee Meeting Logistics

Mr. Maurins reviewed the following:

- Funding available for Committee Expenses
 - The \$10,000 from the Friends to be used for committee expenses has been verified.
- The Open Meeting Law information included in the packet was reviewed.
 - It was noted the statement for accommodation for people with disabilities was missing from the posted agenda and will be corrected in future agendas.
 - Discussion of items not on the agenda is a violation of the Open Meeting Law.
 - A meeting cannot begin before its posted start time.
 - Items related to the Committee may only be discussed during posted meetings.
- Ground Rules for Conducting Meetings/Decision making process.
 - The information provided in the packet was reviewed. Following discussion, it was suggested that consensus be determined by roll-call vote when action is being taken. The five levels of consensus could be posted and members could indicate which level they were selecting when voting on a particular issue.
- Subcommittee structure and meeting frequency:
 - The *Charge and Options for Subcommittees* included in the packet was reviewed.
 - Technology will be included in Services and looked at by subcommittee B.
 - The Committee recommended focusing on the suggested topics by Commissioner Jung for the preliminary report to be presented to the Board of County Commissioners.
 - Criteria for expanding/contracting hours at various branch libraries or closing specific branches
 - Ways of supplementing existing financial and human resources, including by not necessarily limited to: revenue sources other than the General Fund and the Expansion Fund; and use of volunteers
 - Levels of service and public hours in light of the status of the Expansion Fund and/or possible further reductions in General Fund revenues.
 - The full committee will meet in January and will look at the organizational structure of the Library, County tax structure and budget, the statutory laws governing public libraries (NRS 379) in Nevada and the State Legislature.
 - Another meeting will be held February 10 for more presentations and may include the State Demographer. Mr. Maurins will provide a copy of the public library portion of NRS 379. It is also available through the internet or the Library.
 - Mr. Maurins advised that the preliminary report must be presented to the Library Board of Trustees before the BCC. The Board of Library Trustees will meet the third Wednesday in March. Mr. Lokken stated that a special meeting of the Library Board may be in order.
 - The Committee ultimately needs to recommend its vision of what the future library system should look like.
 - At the request of the Committee, Mr. Maurins will gather demographic statistics.
 - Mr. Lokken suggested inviting a representative from the School District to discuss its role and relationship with the Library System.

After further discussion on the two suggested groupings to configure subcommittees, on motion by Ms. Gould, seconded by Ms. Cummings, which motion duly carried, the Committee accepted the second option which includes (A) Facilities/Outlets, (B) Services and (C) Funding.

- The Committee selected subcommittees by first and second preference. Mr. Maurins will balance the subcommittees with members who are absent. Mrs. Gould and Mrs. Cummings will “float” between the subcommittees.
 - First preference:
 - Subcommittee A (Facilities/Outlets) – Myndi Clive, James Umbach, Derek Wilson, Amy Levy, Lucina Moses
 - Subcommittee B (Services) Sherry McGee, Sheila Sobell-Every, John Andrews, Bill Hartman, Carola Naumer, Roy Young, Michelle Quevedo
 - Subcommittee C (Funding) Carol Lloyd, Robert Mulvana
 - Second preference:
 - Subcommittee A (Facilities/Outlets) - Sheila Sobell-Every, John Andrews, Carola Naumer
 - Subcommittee B (Services) - Derek Wilson, Jim Umbach, Carol Lloyd, Myndi Clive, Amy Levy, Robert Mulvana
 - Subcommittee C (Funding) - Sherry McGee, Lucina Moses, Michelle Quevedo, Roy Young, Bill Hartman

Social Contract with the Community and Voter Support

The Committee reviewed the information included in the packet.

Mr. Maurins noted that Nancy Cummings developed the Social Contract to demonstrate the Library’s commitment to the community. Ms. Gould noted that Washoe County has a history of supporting libraries by vote, and the Legislature passed a \$10 million dollar bond for public libraries in the 1980’s which benefited Washoe County, rural libraries, Henderson and the Clark County Library District.

Town Hall Meetings

The committee reviewed the information in the packet. Mr. Maurins noted that the town hall meetings demonstrated an intense interest and commitment to libraries by the people who use them and feels these notes may help the Committee in its determinations.

Upon questioning by the Committee, Mr. Maurins explained that the \$2.00 charge for ILL’s is to cover the postage to mail back the items and does not affect LSTA grants.

A more concerted donation campaign was suggested, including raising awareness of the Friends of Washoe County Library.

- Ms. Moses announced that the Friends of Washoe County Library will donate \$100,000 to the Library this year. The money will be split among materials, technology, programming and outreach.
- Ms. Gould reported that the Friends Endowment stands at \$538,000 and all interest earnings are given to the Library System.

- The Friends membership drive is currently underway. The application is on-line at www.washoelibraryfriends.org.

Upon questioning, Mr. Maurins explained that the State is no longer selling special “Library” license plates due to insufficient initial sales, but those who have purchased the plates will be allowed to keep them. The fees go to the Nevada Library Association for staff training and summer reading programs.

Return on Investment

The Committee reviewed the information included in the packet.

Mr. Maurins explained that the grant-funded Return on Investment study shows the economic value the library returned back to the community with its tax dollars for FY 2006-07. The consultant took each of the services or resources provided by the library and assigned an economic value. The values assigned are what it would cost a person to buy that particular item or service. The Library’s current budget is lower so the return on investment may now be close to 400 percent. One goal is to revisit and come up with a study at least every other year.

The Committee requested that Mr. Maurins provide comparisons to other libraries similar in size to Washoe County Library.

Usage Statistics

The Committee reviewed the information included in the packet. Activity statistics by branch were distributed.

Mr. Maurins noted that the total activity appears to be decreasing, but this is due to the cuts in library hours; activity per hour is increasing. Website hits have increased tremendously and the website needs to be kept up-to-date.

The Committee requested that Mr. Maurins provide the number of reference questions per branch for the next meeting. The Committee suggested adding branch staffing levels to view 2005/2006 versus 2010/2011.

Following discussion on volunteers in the Library, Ms. Gould noted that each branch uses volunteers in a different way, and it takes a considerable amount of staff time for training, oversight and coordination of these volunteers. Mr. Maurins will provide information on volunteer duties and training at a future meeting.

Volunteer Produced Video

Mr. Maurins played the video produced by teen volunteers at the Spanish Springs Library.

Mr. Lokken discussed the Knowledge Center at UNR and stated that he will arrange tours for interested Committee members.

Library System’s Draft Strategic Plan for FY 2012-2016

Mr. Lokken suggested discussing the strategic plan at the next meeting since a library overview will

also be presented. Mr. Maurins noted that a corrected version of 4C was distributed.

NEW BUSINESS

A central location for the meetings during winter months was suggested. Mr. Maurins will arrange for the January and February meetings to be at Sierra View Library. Visiting other facilities will be considered as the weather improves.

Mr. Young suggested a designated person from each group be assigned to work on the Board of County Commissioners report after the first meeting of the subcommittees.

Mr. Hartman suggested a resource section for the business community be considered. Mr. Maurins advised that part of the Library's strategic plan is to develop a way to serve the small business community. He added that even though UNR has the Small Business Center, the Library does have other things to offer and is hoping they can work together.

Mr. Andrews announced that he put together a bibliography of the original Blue Ribbon Committee. These documents are available online and the information will be forwarded to each Committee member.

Ms. McGee announced she is attempting to research the effect closing libraries will have on small business, businesses coming into the community, and education levels. She requested assistance with reference materials.

Ms. Levy requested someone involved with public transportation plans and routes be invited to a future meeting.

Meeting adjourned at 7:57 p.m.