

MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
LAS VEGAS, NEVADA
July 14, 2005
(approved September 8, 2005)

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session in the Sahara West Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, July 14, 2005.

Present: Board: E. Sanchez L. Overstreet
V. Davis-Hoggard K. Carter
A. Arthurholtz A. Aguirre
K. Benavidez

Counsel: G. Welt

Absent: T. Wong
F. Sponer
L. Harala

Staff: Daniel L. Walters, Executive Director
Numerous Staff

Guests: Charlie Dorsey, Marsh USA Inc.

E. Sanchez, Chair, called the meeting to order at 6:10 p.m.

Roll Call All members listed above represent a quorum.

Agenda Chair Sanchez moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Approval of Proposed Minutes Regular Session, June 9, 2005. Trustee Carter moved to approve the Minutes of the Board of Trustees Meeting held June 9, 2005. There was no opposition from Committee members and the motion carried.

Chair's Report (Item IV.) Chair Sanchez began her report by congratulating Trustee Wong and his wife Shari on the birth of their new daughter Lauren Tina Wong. Trustees sent their best wishes to the family, including "big brother" Alex.

Chair Sanchez asked for discussion from the Board regarding cancellation of the scheduled meeting of August 11, 2005 and rescheduling the October 13, 2005 meeting to Tuesday, October 11. Executive Director Walters explained that as PLA President, he needed to leave for London on October 12. After checking their calendars, all agreed to the meeting being held on Tuesday, October 11, 2005.

Other discussion regarded a possible Board Retreat in November, 2005, to discuss Capital Planning. It was tentatively decided to move the regularly scheduled November 10 meeting to November 17 at 5:00 p.m. and combine the Board Meeting and Retreat into one

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expanded meeting.

Chair Sanchez proposed having an Executive Committee Meeting consisting of Board officers prior to the September 8th meeting at 4:30 p.m.

Sanchez noted that it is time again to appoint Committee members. She asked Trustees to voice their preferences of committee involvement and whether they chose to stay on their current committees or switch to different areas of interest. Final determinations will be considered at the next meeting.

Executive Director's Report (Item V.A.)

Executive Director Walters asked if there were any questions regarding his written report.

Trustee Aguirre suggested that a letter be written to Assemblyman Arberry and other legislators, who were instrumental in getting the \$200,000 allocation for a homework center, thanking them for their assistance. Trustee Davis-Hoggard added that while she was working with Mr. Arberry to get the homework center allocation for the West Las Vegas Library, it was determined that the center would be a multi-cultural homework-help center. The opening of the center would be a celebration with all those people who helped get it off the ground as special invitees. Executive Director Walters noted that a contingent was sent to a recent Urban Chamber Luncheon to hear Assemblyman Arberry speak.

Trustee Carter moved to accept Reports V.A. 1-7. There was no opposition and the reports were accepted.

Public Services and Security Report (Item V.A.1.)

Accepted.

Business Office Report (Item V.A.2.)

Accepted.

Human Resources Report (Item V.A.3.)

Accepted.

Technology Report (Item V.A.4.)

Accepted.

General Services Report (Item V.A.5.)

Accepted.

Marketing Report (Item V.A.6.)

Accepted.

Development Report (Item V.A.7.)

Accepted.

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Unfinished Business (Item VI.) None.

**Consent Agenda.
1. Discussion and possible Board action to adopt a revision to the District's Equal Employment Opportunity policy.**

Trustee Carter moved to approve the Consent Agenda, Items 1-4, to adopt a revision to the District's Equal Employment Opportunity Policy, to adopt a revision to the District's General/Sexual Harassment Policy and Complaint Procedures, to adopt a revision to the Policy on Submission of Staff Driving Records and to adopt revisions to the District's Employment Policies and Procedures. There was no discussion or opposition and the motion was approved.

2. Discussion and possible Board action to adopt a revision to the District's General/Sexual Harassment Policy and Complaint procedures.

3. Discussion and possible Board action to adopt a revision to the policy on submission of staff driving records.

**4. Discussion and possible Board action to adopt revisions to the District's employment policies and procedures.
(Item VII.A.1-4.)**

Discussion and possible Board action regarding contract award for property and casualty insurance for the policy year commencing on July 1, 2005 and for public officials and employment practices liability insurance for the policy year commencing on August 1, 2005.

Trustee Carter noted that the Risk Management Committee met prior to the Board meeting and after listening to a presentation by Mr. Charlie Dorsey of Marsh USA Inc., the Committee recommends to the Board that a contract for property and casualty insurance be awarded to Chubb for the policy year commencing on July 1, 2005 for \$205,990, and that a contract be awarded to National Union Fire Insurance Company of Pittsburgh, PA for public officials and employment practices liability insurance for \$26,135.

Trustee Carter moved to approve the contract awards for property and casualty insurance for the policy year commencing on July 1, 2005 and for public officials and employment practices liability insurance for the policy year commencing on August 1, 2005.

There was no discussion or opposition and the motion was approved.

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(Item VII.B.)

Discussion and possible Board action authorizing the Executive Director to execute a contract, subject to review by Counsel, with Innovative Interfaces, Inc. for the purpose of acquiring a new Integrated Library System (ILS) including central site hardware, software licensing, development of new custom software programs and related consulting services not to exceed installation fees of \$1,101,379, custom development of new features of \$_____ (to be provided at the Board meeting) and annual operating maintenance fees estimated at \$142,574. (Item VII.C.)

Deputy Director Robb Morss presented this item. Morss noted that there was a correction to the installation fees number. It should read \$1,141,379 instead of \$1,101,379. The blank can now also be filled in with "not to exceed \$47,500 with an annual maintenance fee of \$7,500."

Morss gave a brief description of how the current DRA system works and how the new ILS system will increase the quality and quantity of services provided by the LVCCLD.

Executive Director Walters and IT Director Prendergast will meet with Innovative Interfaces, Inc. next week. After the details have been finalized and the contract reviewed by Counsel Welt, an implementation schedule will be developed and the system is expected to be operational by February 20, 2006.

Chair Sanchez moved to authorize the Executive Director to execute a contract, subject to review by Counsel, with Innovative Interfaces, Inc. for the purpose of acquiring a new Integrated Library System (ILS) including central site hardware, software licensing, development of new custom software programs and related consulting services not to exceed installation fees of \$1,141,379, custom development of new features not to exceed \$47,500 with annual maintenance fee of \$7,500 and annual operating maintenance fees estimated at \$142,574. There was no opposition and the motion was approved.

Announcements (Item VIII.)

The next Board Meeting will be held Tuesday, October 11, 2005 in the Las Vegas Library at 6:00 p.m.

Public Comment (Item IX.)

None

Adjournment (Item X.)

Chair Sanchez moved to adjourn the meeting at 7:05 p.m. There was no opposition and the motion carried.

Respectfully submitted,

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Kelly Benavidez, Secretary