

MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' SPECIAL MEETING
LAS VEGAS, NEVADA
May 5, 2011
(approved May 19, 2011)

The Board of Trustees of the Las Vegas-Clark County Library District met in special session in the Las Vegas Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, May 5, 2011.

Present:

Board:	K. Benavidez, Vice-Chair	F. Barron
	V. Davis-Hoggard	R. Kirsh
	K. Crear	M. Saunders
	C. Reese	Y. Yturralde (via telephone)

Counsel: G. Welt

Absent: R. Ence

Staff: Jeanne Goodrich, Executive Director
Numerous Staff

Guests: Scott Abbott, Kamer Zucker Abbott

K. Benavidez, Vice Chair, called the meeting to order at 5:57 p.m.

Roll Call (Item I.) All members listed above represent a quorum. Trustee Ence was unable to attend – excused.

Agenda (Item II.) Trustee Davis-Hoggard moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Executive Session (Item III.) Chair Benavidez advised attendees that the Executive Session would be closed and said that it would cover litigation and labor issues.

Chair Benavidez opened the Executive Session at 5:59 p.m.

Chair Benavidez reconvened the Regular Session at 6:45 p.m.

A discussion pertaining to the preparation of the District's budget for Fiscal Year 2011-2012. No action will be taken. (Item IV.A.) Executive Director Goodrich provided a general outline of the District's proposed budget for Fiscal Year (FY) 2011-2012, which will be formally presented at the May 19, 2011 Regular Board Meeting.

- Projected revenues total approximately \$57 million.
- Proposed expenditures total approximately \$51 million with the breakdown as follows:
 - Salaries and Benefits 63%
 - Services and Supplies 21%
 - Library Materials 15%
 - Capital Outlay <1%
- As with the current year budget with one exception, current hours and services are preserved.
- The one exception to maintaining current hours and services will affect the outlying branches. There will be an item on the May 19 meeting agenda to adjust the hours for the outlying branches to align with the urban branch and support functions hours of operation. Most outlying branches will maintain the

- same total hours of operation. However, in the case of Mesquite and Laughlin libraries, there will be some hours cut.
- Materials budget will be maintained at 15% of the District's operating budget.
 - New rules and rates for use of meeting rooms and Performing Arts Centers will take effect during FY 2011-2012. Contracts in place before April 14, 2011 will be honored at previous rates.
 - Usage of branches and other services will be closely monitored by staff during the year and appropriate adjustments made.
 - The District's ending fund balance of \$6 million will be maintained.
 - Annual cash transfers to the General Fund from the Capital Projects Fund that were anticipated to begin in FY 2011-2012 will not be needed until FY 2012-2013. These transfers will continue through FY 2017-2018.
 - Projections from the proposed level provide a sustainable budget. The concessions offered by employees discussed in the Executive Session have put the District in a stronger position going forward. Ms. Goodrich projected that the District will be able to sustain this level of operations, even projecting no growth in revenues over the next three years, and very modest upticks after that. Once the medium term bonds are paid off in FY 2017-2018 the District should return to a strong financial position.

Ms. Goodrich explained that final numbers may be slightly different as staff finalizes the figures and commented that the presentation at the May 19 budget hearing will be similar to last year's presentation. Staff will compile and print the adopted budget after the hearing, using the new program budget format discussed with the Board at the January meeting. The new program format will allow the public a clear view at the relationship between District services and costs. In addition, performance measures for each District department will be included in the budget document, so it is a stand-alone document. In this, the District is following the practice of other governmental agencies.

Trustee Barron asked Ms. Goodrich to clarify her comments about branch usage and services. Goodrich explained that Trustees have seen the monthly statistics in which some branches are showing very large drops in circulation and gate count while other branches are showing increases. Since changes in hours cannot explain all of the decreases, Ms. Goodrich looked at foreclosure and other statistics and noted that some of the largest declines were occurring in the areas of high foreclosures and job losses. Staff will continue to review these statistics and conduct another staffing analysis to re-allocate staff to those branches seeing increases if required. This will occur within the current budget and not result in cutting hours.

There were no further questions. No action was scheduled for this item.

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**Announcements
(Item V.)**

All Trustees attending the Opening of the Windmill Library and Service Center on Saturday, May 7th at 10:00 a.m. were asked to arrive by 9:45 a.m.

The next Board Meeting will be held Thursday, May 19, 2011 in the Windmill Library at 6:00 p.m.

**Public Comment
(Item VI.)**

None.

**Adjournment
(Item VII.)**

Chair Benavidez adjourned the meeting at 6:53 p.m.

Respectfully submitted,

Ron Kirsh, Secretary