

PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION
Board of Directors Meeting
February 13, 2020

DATE: Thursday, February 13, 2020
TIME: 11:30 to 1:00 p.m.
PLACE: Conference call: 1-877-658-5107 pin 570294#
Windmill Library, 7060 W. Windmill Lane, meeting room 4

- I. Roll Call
- II. Public Comment

Topics raised under this item must be limited to matters on today's Agenda. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed.

The public comment period at Library Foundation board meetings shall be limited to a maximum of forty-five (45) minutes for both periods of public comment. Remarks by speakers during the public comment period shall be limited to three (3) minutes, each. A speaker may not transfer time to another speaker; although, the chair has the authority to grant additional time to a speaker. When more than fifteen (15) people wish to comment, the chair shall proportionately reduce the time allotted to the forty-five minute maximum.

- III. Board action to accept Proposed Agenda
- IV. Board action to accept Minutes from November 13, 2019
- V. Board briefing and discussion on the proposed donor party September 25, 2020
- VI. Public Comment

Topics raised under this item cannot be acted upon until the notice provisions of the open meeting law have been met. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed.

- VII. Adjournment

NOTE: AT ANY TIME, ANY ITEM ON THIS AGENDA MAY BE TAKEN OUT OF ORDER, COMBINED WITH ONE OR MORE OTHER ITEMS ON THE AGENDA OR

REMOVED FROM THE AGENDA, EITHER AT THE DISCRETION OF THE CHAIR OR BY VOTE OF THE BOARD.

NOTE: REASONABLE EFFORTS WILL BE MADE TO ASSIST AND ACCOMMODATE PERSONS WITH PHYSICAL DISABILITIES DESIRING TO ATTEND THE MEETING. PLEASE CALL SHERRY WALKER AT (702) 507-6183 SO THAT ARRANGEMENTS FOR ATTENDANCE MAY BE MADE.

NOTE: PLEASE CONTACT SHERRY WALKER AT (702) 507-6183 OR walkers@lvccld.org TO REQUEST THE SUPPORTING MATERIAL FOR THIS MEETING. SUPPORTING MATERIAL WILL BE MADE AVAILABLE AT THE MEETING LOCATION ON THE DAY OF THE MEETING AFTER 3:00 P.M.

Pursuant to NRS 241.020, written notice of the meeting of the Las Vegas-Clark County Library District Foundation Board of Directors was given on Friday, February 7, 2020, i.e., given at least three (3) working days before the meeting, including in the notice the time, place, location and agenda of the meeting:

- A. By delivering a copy of the notice to each Foundation Board Member;
- B. By posting a copy of the notice at the principal office of the Foundation, or if there is no principal office, at the building in which the meeting is to be held, and at least three other separate, prominent places within the jurisdiction of the Foundation, to wit:
 1. Clark County Library
1401 E. Flamingo Road
Las Vegas, NV 89119
 2. Enterprise Library
25 E. Shelbourne Ave.
Las Vegas, NV 89123
 3. West Charleston Library
6301 W. Charleston Boulevard
Las Vegas, NV 89146
 4. Windmill Library
7060 W. Windmill Lane
Las Vegas, NV 89113
 5. Las Vegas-Clark County Library District Foundation website
www.lvccldfoundation.org
 6. Nevada Public Notice Website: <https://notice.nv.gov/>
- C. By mailing a copy of the notice to each person, if any, who has requested notice of the meetings of the Las Vegas-Clark County Library District Foundation Board of Directors in the same manner in which notice is requested to be mailed to a member of the Library Board of Directors.

Minutes

LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION

Board of Directors Meeting

November 13, 2019

The Board of Directors of the Las Vegas Clark County Library District Foundation met on November 13, 2019, at the East Las Vegas Library, Las Vegas, NV at 11:30 a.m.

Board Members in

Attendance:

Keiba Crear, President
Jane Mac, Secretary-Treasurer
Kelly Benavidez, Director
Shannon Bilbray-Axelrod, Director
Chaka Crome, Director
Elaine Sanchez, Director
Dr. Ronald Heezen, Ex-Officio Director

Board Members Absent:

Tamar Hoapili, Director
Edward Kojane, Director
Tom Lawyer, Director
John Pourciau, Director
Dan Sarazin, Director
Chris Way, Director

Guests:

Gary Lein, Hilburn & Lein
Mary Quiroz, Hilburn & Lein

Roll Call (Item I)

President Crear called the meeting to order at 11:35 a.m. All members listed above represent a quorum.

Public Comment (Item II)

None

Board Action to accept proposed agenda (Item III)

Director Benavidez moved to approve the proposed agenda. All voted in favor, motion carried.

Board Action to accept minutes from September 24, 2019 (Item IV)

President Crear moved to approve the Minutes of the Board of Directors meeting held September 24, 2019. Director Benavidez seconded the motion. All voted in favor, motion carried.

Board Action to accept Finance and Audit Committee Meeting Minutes from September 17, 2019 (Item V)

Director Mac moved to approve the Minutes of the Finance and Audit Committee meeting held September 17, 2019. All voted in favor, motion carried.

Presentation of Audited Financial Statements- Discussion and Action with auditor Gary Lein of Hilburn & Lein, CPA's (Item VI)

President Crear introduced Gary Lein, of Hilburn & Lein CPA's to review the Foundation's audited financial statements as of June 30, 2019. Mr. Lein stated that his firm had completed the audit and he then introduced Mary Quiroz, who did the majority of the fieldwork, to conduct a presentation of the audited financial statements.

Ms. Quiroz began with the Independent Auditor's Report and explained that it states an unqualified opinion and there is no emphasis of matter or any modifications. She then continued to review the total assets and liability of the Foundation, the statement of activities, the statement of functional expenses, statements of cash flows, and the footnotes. Ms. Quiroz said that the notes are mainly the same as last year with the exception of note 7, which was added to comply with the new accounting standards for nonprofits, and describes the availability and liquidity of financial assets.

Ms. Quiroz asked if there were any questions from the board. Director Sanchez asked about the liquidity of the endowment funds. Director Mac explained that the endowment was a mix of CD's with redemption dates ranging from 30 days to two years. Director Bilbray-Axelrod commented that she was very pleased to see the financial progress that the Foundation has made over the years. Hearing no other questions, President Crear made a motion to approve the Foundation's audited Financial Statements as of June 30, 2019. Director Mac seconded the motion. All voted in favor, motion passed.

Board Discussion and Action to elect new board member Nicole Rogers (Item VII)

President Crear stated that she and Ms. Milam met with Nicole Rogers two weeks prior, to discuss her interest in becoming a member of the Foundation Board. President Crear explained that Ms. Rogers would be able to expand the reach of the board due to her extensive contacts throughout Las Vegas, and that she would be a great asset for the upcoming donor event. She added that Ms. Rogers has experience working with the Andre Agassi Foundation and is married to Perry Rogers. Ms. Rogers is going to be involved with an event hosted by Shaquille O'Neal that will take place the night after the Foundation event and she is willing to give the Foundation the opportunity to tap into some of the guests that will be at that event.

President Crear asked if there were any questions from the board. Director Sanchez asked for some more information on the donor event. Ms. Milam explained that the Library District is currently in the design phase of renovations for the 13 urban branches to bring

the new model of library services to the other urban branches and Laughlin. The goal is to get through schematic design by January 2020 and use the cost estimates to develop funding scenarios for the Library District Board of Trustees to consider as they look at how to phase in these branch renovation projects over the next four years. The Foundation is getting prepared to raise public awareness and funds as the projects roll out. The proposed donor cultivation party will focus on both capital and program projects that are part of the new library service model and East Las Vegas library will be the showcase location. The event will be chaired by Library Foundation President Keiba Crear and Library District Board Chair Felipe Ortiz. Board members from both organizations will be asked to bring 10 to 15 guests to the party. The party will be on September 25th, from 6 p.m. to 8 p.m. with food and drink stations and interactive stations for activities so that people can see the kind of learning environments that are available at the library today. The goal is to secure a guest speaker, possibly Bill Gates, who would wrap up the event and announce a major gift to the Foundation.

Director Sanchez said that it would be helpful if she had a list of naming and sponsorship opportunities to present to potential donors. Ms. Milam stated that yes, there will be a gift list created once all the building costs are set.

President Crear asked if there were any more questions from the board. Hearing no questions, President Crear made a motion to elect Nicole Rogers to the LVCCLD Foundation Board of Directors. Director Benavidez seconded the motion, all voted in favor.

The Investment Update (Item VIII)

President Crear asked Treasurer Mac to provide the board with the update on the Foundation's investment and thanked her for all her work.

Treasurer Mac stated that at the previous board meeting, TD Ameritrade was selected as custodian of the Foundation's investment funds, with Windsor Capital being the investment advisor. All funds have been transferred from LPL Financial, who was the previous investment advisor, and funds are now in a TD Ameritrade account. Treasurer Mac explained that Windsor Capital had reviewed all of the Foundation's investment policies and they are now authorized to trade on and manage the Foundation's account. Darren Whitehurst, the point of contact at Windsor Capital, has been invited to attend the board meeting in March 2020 to update the board on the portfolio's performance.

Review of Financial Statements (Item IX)

Secretary-Treasurer Mac reviewed the current revenues and expenses of the Foundation through September 2019. She asked if there were any questions from the board, all replied no.

Public Comment (Item X)

none

**Adjournment
(Item XVI)**

Ms. Milam showed the board pictures from the grand opening of the West Las Vegas Robot Lab, sponsored by SWITCH. The meeting was adjourned at 12:20 p.m.

Respectfully submitted,

Keiba Crear, Secretary

ITEM V: Briefing and Discussion of the Concept for the "Heartbeat of the Community" Donor Party 9-25-20

Background: The Vision 2020 Strategic Plan for the Las Vegas-Clark County Library District radically shifted the business model for the Library District from transactions of books, CDs, and DVDs, to transformational learning experiences. The four areas of strategic focus reflect community resident needs and opportunities for Limitless Learning, Business and Career Success, Connections to Government and Social Services, and Community Culture. Since the approval of this plan by the Library District Board of Trustees in 2016, the Library District has fully moved into the new business model with great success:

- **Limitless Learning.** Forward-looking initiatives have been forged with early child development partners in the Raising Las Vegas collective action team to close the education achievement gap early. These serve to strengthen and expand interactive family engagement and early literacy activities so that the preponderance of young families with young children have the support they need to get their children ready for Kindergarten. The Foundation's "Teachers in Libraries" program serves a growing demand for tutoring that is raising educational achievement levels and increasing the region's high school graduation rate. Last month, the Library Foundation opened the fourth Teen Tech Lab in the Library District, with corporate support from major Vegas-based companies including the Best Buy Children's Foundation, COX Charities, Nevada Energy Foundation, and SWITCH, Inc. These labs are giving local youth access to the technologies that are shaping their world, including digital media production, coding, and robotics. The Library District is now the state's largest English language program, bringing instruction to 18 sites in neighborhoods across the Vegas Valley.
- **Business and Career Success.** The Library District's partnership with Workforce Connections of Southern Nevada now provides employment services in five library branch-based One Stop Career Centers, assisting working families and other job-seekers with career coaches, job training, and support from 14 state agencies that play a role in employment and family support. The Foundation's contributions to the Career Online High School program is allowing many local youth who lack a few credits to graduate from high school to finish with a diploma and a viable career path. The Library District continues to support employment, career, and business development with a wide variety of online resources, networking events, and personalized services.
- **Connections to Government and Social Services.** Library District free public access computers, free public WiFi, free check-outs of WiFi Hotspots for home and personal use, and increased functionality of the District's website pave the way for local residents to get the library online resources, government, and social services they require for work and well-being. The District's partnership with the UNLV School of Social Work and the growing menu of staff training on local social service

populations is laying the foundation for intelligent referral services and staff ability to work with our region's most vulnerable populations. In 2018, the Library District became an official Safe Place for youth suffering from domestic abuse, neglect, and homelessness.

- **Community and Culture.** Last year the Library District hosted 384,973 attendees at 13,260 youth programs (a 16% growth in programs over the previous year); and 322,727 attendees at 10,132 programs for adults (a 10% growth in adult audiences over the previous year). The Library is known for its culturally rich offerings of performances and community gatherings that make it a community hub for creative expression. The Library District's art galleries were recognized as a "Vegas Best" place for art exhibitions, with a focus on local artists. Last year, the West Las Vegas Performing and Visual Arts camp celebrated its 26th year as a premiere partnership with the City of Las Vegas's Arts and Cultural Department, highlighting the performing, singing, dancing, drumming, and backstage talent of local youth of color.

Taking the New Service Model to Scale. In 2018 and 2019, the Library District opened two new buildings that showcase the look and feel of the new generation of library services. Mesquite Library saw the gate count rise 18% and circulation rise 14% last year. Similarly, Library District stats show East Las Vegas circulation and gate count soaring, compared to the use of Las Vegas branch library. In short, the community is responding very positively to the new library model and resources. This past fall, the Library District asked three design firms to do the preliminary schematic design and cost estimation work to explore bringing the new model of library services to 12 existing urban library branches and the rural branch at Laughlin.

The Library District Board of Trustees will meet in April to determine how these thirteen branch renovations will move forward. To support these District efforts to bring the next generation library services to all branches, the Library Foundation has been asked to develop a public awareness and capital campaign to raise money for these future library improvements.

Foundation Donor Cultivation Event. In September, 2019, the Library Foundation board considered and approved the idea of creating a donor cultivation event to introduce and showcase the new library new library service model and spaces, including:

- interactive family learning environments
- teen tech labs
- consultation rooms, meeting rooms, and classrooms for adult education, business development, employment services, and social services
- multipurpose rooms, performance spaces, art galleries, and outside areas for performances, community gatherings, and networking events

Over the fall, the Foundation staff have been working with consultants to develop the event, which will happen on Friday, September 25, 2020, from 6-8 p.m. at the East Las Vegas Library. We will “activate” six spaces within the building to give potential donors and library champions an idea of the powerful library experiences available today and in the future, as building renovations are completed.

The event will invite attendees to roam freely, interactively engage in new learning environments, and ultimately land at the multipurpose room for a brief program that announces a major gift and invites donor participation in the capital campaign for branch renovations.

This event is envisioned as a VERY DIFFERENT party than a gala with a silent auction and table sales. Rather, it will be a fun, delicious, and delightful event that engages potential donors in some of the technologies that are shaping the library world. It will introduce short videos that show the kinds of populations who are benefiting from these new services. In a variety of surprising ways the party will demonstrate the power of public libraries in our rapidly changing world. The event will also serve as the official launch of the Foundation’s branch renovation capital campaign.

Role of the Library Foundation Board of Directors and Library District Board of Trustees:

- 1. Help with the Invite List:** The success of this event depends on the donors we attract to this party. We are asking every board member of the Foundation and Library Board of Directors to give us contact information to 20 (or more!) potential donors we can invite to this event. The Save the Date card will go out at the end of March, so your help with creating the invite list is needed now. Please provide your list to Danielle Milam by FRIDAY, MARCH 6th. We will provide a template for guest contact information.
- 2. Help with Recruiting Event Sponsors:** We are now finalizing an event Sponsor Packet. If any of you have connections to sponsors for food, drink, and party favors, please forward those to Danielle Milam.
- 3. Service on the Event Committee:** We are very happy to have Library District Board Chair **Felipe Ortiz** and Library Foundation President **Keiba Crear** as co-chairs for this event. If any other board members or community representatives wish to serve on the event committee, please contact Danielle Milam.

CONTACT INFORMATION FOR DANIELLE MILAM:

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