

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
December 17, 2020
(Approved April 8, 2021)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session via Webex, at 4:30 p.m., Thursday, December 17, 2020.

Present:

Board:	F. Ortiz, Chair	S. Bilbray-Axelrod
	K. Benavidez	E. Foyt
	R. Wadley-Munier	M. Francis Drake
	J. Meléndrez	B. Wilson
	K. Rogers	
Counsel:	G. Welt	
Absent:	S. Ramaker	
Staff:	Fred James, Executive Director	
	Numerous Staff	
Guests:	None.	

F. Ortiz, Chair, called the meeting to order at 4:37 p.m.

Roll Call and Pledge of Allegiance (Item I.) All members listed above represent a quorum. Appendix A. Chair Ortiz led attendees in the Pledge of Allegiance.

Public Comment (Item II.) None.

Agenda (Item III.) Trustee Wadley-Munier moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Approval of Proposed Minutes Finance and Audit Committee Meeting, November 12, 2020 (Item IV.A.) Trustee Wilson moved to approve the Minutes of the Finance and Audit Committee Meeting held November 12, 2020. There was no opposition and the motion carried.

Chair's Report (Item V.A.) No discussion.

Discussion and possible Board action to ratify the Acting Executive Director's decision to close the Las Vegas-Clark County Library District (Item VI.A) Chair Ortiz requested that Mr. James provide a quick briefing on the decision to close the Las Vegas-Clark County Library District from December 16, 2020 through January 3, 2021. Mr. James explained that the closure decision had been made based on the Library District's top priority, which is the health and safety of the staff, volunteers, customers, and community partners. Due to the rising number of District staff members testing positive for COVID-19 which echoes the rising number of cases in the Southern Nevada region over the past two weeks, the decision was made to close all branch operations from Wednesday, December 16, 2020 through Sunday,

January 3, 2021. Mr. James anticipates reopening the District on January 4th.

Mr. James then provided a brief overview of the number of cases that had been reported within the District. Starting in July, there were three positive cases in HR and one possible contact case. He shared that the possible contact case was himself and he was out of the office for nine days and the three HR employees were out for 14 days. For the 90-day period beginning August 1st through October 31st, there were six positive cases. For the next 45 days, from November 1st to December 16th, there were 23 positive cases. The last case was reported December 16th. He broke it down further sharing that in September there were no reported cases, in October, there was one, in November the cases skyrocketed to 15, and up until December 17th, there have been eight cases reported.

Mr. James further discussed that the decision to close is in alignment with the November 12, 2020 *Urgent Stay-At-Home 2.0* message from Governor Sisolak. Everyone was asked to stay home as much as possible, not leaving the house unless it was necessary. The decision was made as the Library District concludes essential student support services for the semester, including the provision of homework help tutors and early student hours. He explained that the Library District will provide security and staff to maintain early student hours and the Vegas Strong Academy activities through Friday, December 18th and that the Library District Online Resources will remain available, including the extended Wi-Fi services to the parking lot. All fines for overdue materials will be forgiven during the shutdown and all staff will be paid during the closure.

Chair Ortiz asked the Trustees if they had any questions or comments before a motion was made.

Trustee Foyt asked if employees will be working from home and if they will be paid during the closure. Mr. James confirmed that some employees will be working from home if they can and that all employees will be paid.

Trustee Wilson questioned the timing of the closure and wondered why the District did not close immediately upon the Governor's announcement several weeks ago. Wilson then asked about the deviation from the District's current COVID-19 plan to close only locations that had three or more cases to closing down the entire District. Mr. James said the reason for his decision to close the District again is due to the escalation and projection of cases. He said the rising number of cases were mirroring what was happening in the community. James felt that it was time to take the safety of the patrons and employees under consideration.

Trustee Wilson then asked if there was a way to set up employees who were being paid to work from home to have some kind of phone setup where they could help customers navigate the website, check out books, and use the services online. Mr. James answered that they had staff who are able to and would be answering customer calls from home.

Chair Ortiz shared that he felt the decision to close was very important in that his comfort level was at 20 percent and the increase in cases from seven to 23 was unacceptable.

Trustee Wilson moved to ratify the Acting Executive Director's decision to close the Library from December 16th to January 3rd, with a return date of January 4th, 2021. There was no opposition and the motion carried.

Discussion and possible Board action to interview candidates Kelvin Watson and Patrick "Tod" Colegrove for the position of Executive Director. (Item VI.B.)

Candidate Kelvin Watson and Candidate Tod Colegrove were chosen by the Board to come back for a follow-up interview. Each candidate was brought in separately for the Trustees to ask any follow-up questions they may have. Chair Ortiz explained that the Trustees were free to ask any questions of each candidate but reminded them that Counsel Welt and himself reserved the right to ask the Trustees to rephrase any question that might not be properly phrased.

Mr. Watson joined the meeting.

Trustee Wadley-Munier said that she didn't want to ask Mr. Watson a question but wanted to know if he had a question for them or something that he wasn't clear on. She wanted to know if he was thinking of something that might make a difference in his coming to Las Vegas, or something that might make them pick him, or something that may seem clear as mud that he would like clarification on.

Mr. Watson asked if she could identify three challenges, not COVID-related, which he would be facing if chosen and then changed the phrasing of his question by saying not challenges, but opportunities.

Trustee Wadley-Munier explained that money, funding, and budget would be one of the challenges, especially with COVID affecting tax revenue. She said that tourism keeps the Library District afloat. With the budget coming from the state that it could be a challenge. The second challenge is being able to work with the community, community resources, schools, et cetera; people are going to be needing the libraries as people are go back to work and that the Library District is really set up to help those people because of topnotch leadership. The third challenge she stated was in line with just learning the community, learning the people and staff. She touched on a comparison of Las Vegas not being that different from Tampa and Orlando with them being vacation resort areas as well but acknowledged there are probably differences, specifically in people's lifestyles.

Trustee Rogers wanted to touch a little bit deeper on a previous question about strategic planning and wanted Mr. Watson to share a little bit more insight into his progressive approach to strategic planning or restructuring an organization, while also considering the current opportunities that Trustee Wadley-Munier had just talked about and recognizing that they had just lost a lot of the senior leadership within the library due to the VESP program. Trustee Rogers wanted to know if Mr. Watson had a progressive or innovative approach to managing those varying opportunities as Executive Director.

Trustee Meléndrez asked Mr. Watson to discuss the first three things he would do stepping into the role in Las Vegas.

Trustee Foyt asked Mr. Watson to explain a little more in depth about his efforts to engage school children, mentioning the recent talk of putting teacher librarians back in schools and the effect it has on budgets. She asked him specifically about student cards.

Trustee Francis Drake commented that four members of the Board must retire from the Board in the next four to six months and added that, with the staff's buyout program, if Mr. Watson was chosen as the new Director, he would be a new captain of a relatively new crew. She asked Mr. Watson what role he felt that the staff at all levels should play in determining the future direction the library might go. She also asked him to share at what point he would give his position during an executive meeting.

Trustee Wilson thanked Mr. Watson for making the trip to Vegas a couple weeks ago and for being in the meeting today. He wanted to share some of the things that stood out to him in his initial interview and listed several things, including: "I'm a Director 24 hours a day" and "I went to every branch in the first month I was with Broward." Trustee Wilson also stated that several of Mr. Watson's comments struck him that he is a "lead by example" and "the troops rally around you" kind of leader.

Trustee Wilson continued by asking Mr. Watson how he would introduce himself if he was selected as the Director and had gathered all the staff together on his first day him to do so. Wilson also asked how he would rally the troops to this new director. Next, Wilson praised Watson for not being content with staying at status quo in that he appreciates that he is aggressive in his desire to make things better. Wilson then discussed the District's budget, asked about the differences between Broward and Las Vegas and then asked him how Watson thinks he would adjust to working under a different financial system. Finally, he thanked Watson for clarifying his experience with Queens.

Trustee Benavidez asked Mr. Watson to put the spotlight on himself by sharing a question that Mr. Watson wished he would have been asked and then answer that question. Benavidez also asked about Watson's experiences with public service and asked him why he chose the public service field.

Trustee Bilbray-Axelrod was intrigued by Mr. Watson's experience about libraries in airports and wanted to know more. She also asked Mr. Watson about a news release she saw about him.

Chair Ortiz had a comment first about being a long-term thinker and how he's always thinking about what we are going to do two, five, or 20 years from now. He discussed some of the Board's commitments to build at least three, possibly four more libraries and wanted to make sure Mr. Watson knew that those commitments needed to be honored. Chair Ortiz then asked if Mr. Watson was selected if his team was going to be a management team or an executive team.

Chair Ortiz also commented that he was very proud of being part of this Board and wanted him to know that there was zero debt and that they were able to build two libraries and pay for them and that those two things had occurred with the help of staff who gave some givebacks. Chair Ortiz also stated that he knows that even though some people are losing their houses and jobs right now that things will improve. He then asked Mr. Watson when they build another library if he would prefer long term financing or pay-as-you-go.

Chair Ortiz also shared that he believes they are seen as a top tier library with A-plus staff and that the staff is always providing new engaging ideas that take the library out of the box. He said that if Mr. Watson were to be selected that he would be stepping into a really good mix of individuals with bright ideas and also ideas of how to pay for it all. He stated he has been impressed for the last eight years and that the staff is committed.

Chair Ortiz stated that if Mr. Watson was selected that he would be in a great position because a lot of the staff had taken an early retirement which puts Mr. Watson in a good position to select the type of people that could meet his vision and goals for the organization. He thanked him for his time and stated that he would be notified if he got the position either later that night or first thing in the morning.

Mr. Watson left the meeting and Chair Ortiz invited Dr. Colegrove to join the meeting and asked each Trustee to ask any follow-up questions they had for Dr. Colegrove.

Trustee Foyt asked the same question to Dr. Colegrove as she had asked Mr. Watson.

Trustee Francis Drake asked the same questions to Dr. Colegrove as she had asked Mr. Watson.

Trustee Rogers asked the same questions to Dr. Colegrove as he had asked Mr. Watson. He had a follow up question to Dr. Colegrove's answer about the opportunities he sees for the District and asked him to share what his success had been recently in exploiting those opportunities in his current role.

Trustee Meléndrez asked the same questions to Dr. Colegrove as he had asked Mr. Watson.

Trustee Wadley-Munier commented that she really enjoys listening to Dr. Colegrove's wisdom about problems that the state and the library has been facing. She appreciates his knowledge of the budget, taxes, legislature, et cetera. She asked him to share how he would work himself into the library team and community and how he planned on networking. She also commented that she thought it was wise that he commented about not taking off like a bullet in the first few days or weeks and wondered how he would try to do that in his own way. She also commented that with his business background she is sure that there are questions he wished he could ask, and she gave him the opportunity to ask them.

Trustee Wilson asked Dr. Colegrove the same questions he had asked Mr. Watson. Trustee Wilson follow up with a comment that with an

organization the size of the Library District there is bound to be staff who won't be on board with the vision and wanted to know what steps Dr. Colegrove would take to turn that person around and at what point he would cut his losses.

Trustee Benavidez asked Dr. Colegrove the same question she had asked Mr. Watson.

Trustee Bilbray-Axelrod asked Dr. Colegrove to give an example of something that he may have noticed within the Library District that he thought could be done better.

Chair Ortiz shared the same remarks he had shared with Mr. Watson.

Chair Ortiz then asked what type of team Mr. Watson would like to have, a management team or an executive team. He rephrased the question and asked Dr. Colegrove to describe the team he would like to have that would help him achieve the goals of the District and the Board. Ortiz then commented on the loss of historical buildings and how the library is committed to improving, remodeling, freshening up, repainting, redoing the bathrooms, et cetera. He commented on the importance of keeping buildings looking fresh and the commitment to build more libraries and asked if he would prefer long-term financing or pay-as-you-go.

Chair Ortiz also asked Dr. Colegrove if presented with an innovative idea from staff, how he would bring it to fruition or allow it to come to fruition. Finally, Ortiz asked how Dr. Colegrove was prepared to defend the Library District against a policy that's contrary to the American Library Association or Public Library Association standards. He clarified that there is a whole list of standards that are recommendations and if the Board disagrees, Ortiz wants to know how Dr. Colegrove would prepare to defend the Board and if he would follow the direction of a policy or of the Board.

Chair Ortiz finished by giving Dr. Colegrove some time to make last comments.

Discussion and possible Board action regarding selection of the Executive Director. (Item VI.C.)

Trustee Bilbray-Axelrod moved to offer Mr. Kelvin Watson the position of Executive Director of the Las Vegas-Clark County Library District.

Chair Ortiz asked for questions or comments on the motion. There were no questions or comments. Chair Ortiz called for a vote, all Trustees voted yes, and the motion carried.

After discussion about appointing one or more Trustees to negotiate the contract with Mr. Watson, and being reminded by Counsel Welt about Open Meeting Law requirements, Chair Ortiz appointed Trustee Bilbray-Axelrod to meet with HR Director Jeff Serpico and Counsel Gerald Welt to prepare a contract and an offer to bring back to the Board for approval.

Chair Ortiz asked Trustee Rogers to notify Mr. Watson that he had been selected as the new Executive Director and that Trustee Shannon Bilbray-Axelrod would be in contact with him to negotiate his contract. Trustee Rogers accepted the assignment.

Chair Ortiz requested Trustee Foyt to contact Dr. Colegrove to inform him he had not been selected and to notify Director Serpico of the date and time she called for the record. Trustee Foyt accepted the assignment.

Chair Ortiz stated that he believed the process to select the director had been a good, fair process. It started with 1,800 individuals applicants and had been narrowed down to six individuals by a professional company. While six candidates had been invited to in person interviews, four of those candidates attended. The Trustees had then invited two candidates for final interviews. He congratulated Kelvin Watson on his selection as the next Executive Director.

Discussion and possible Board action regarding the recommendation to joinder onto the National Association of State Procurement Officials (NASPO) ValuePoint agreements for the purchasing of wireless services and additionally onto future agreements negotiated by NASPO for wireless services. (Item VI.D.)

IT Director Al Prendergast apologized for adding an item to the busy meeting, but the timing was beyond his control. He explained the District has used WSCA (now NASPO ValuePoint) contracts for purchasing wireless services for many years. NASPO is a nonprofit association formed to strengthen the state procurement community through education, research, and communication. He stated that the Las Vegas-Clark County Library District has used Verizon for wireless services for the past 20 years and Sprint/T-Mobile for mobile hotspots for the past 6 years and that both organizations participated in the NASPO cooperative and that he had been recently notified in November that master agreements will expire on December 31st, 2020. He explained that in order to ensure continuity of wireless services that all of the services must be transitioned to new agreements before December 31st. He highlighted that the cost of services would not be impacted by the transition and that most local government entities in Southern Nevada, including CCSD, Clark County, City of Las Vegas, RTC, and CSN use those contracts. Additionally, Director Prendergast asked for authority to make changes administratively if vendors negotiate a new contract with NASPO in the future and the numbers change.

Chair Ortiz asked for questions and/or comments.

Trustee Francis Drake asked if there was any monetary value associated with this Board action.

Mr. Prendergast stated that there was no impact at all. He further stated that if the District didn't transition to the new contract then the prices would probably change because they would have to negotiate individually with the vendors.

Trustee Wilson made a motion to authorize staff to joinder on to the National Association of State Procurement Officials ValuePoint contract for the purchasing of wireless services and additionally onto future agreements negotiated by NASPO for wireless services. There was no opposition and the motion carried.

Announcements (Item VII)

The next Board Meeting will be held Thursday, January 21, at 6:00 p.m. via Webex and a location to be determined.

Chair Ortiz asked if the Trustees had any questions, comments, or announcements.

Minutes - Board of Trustees' Meeting

December 17, 2020

Page 8

Trustee Rogers shared that he had spoken to Mr. Watson and informed him of his selection as Executive Director and that Watson expressed his excitement and that he looked forward to hearing from the Trustees with an offer. Rogers also shared that Watson cannot wait to roll his sleeves up and get to work with the District in Las Vegas.

Trustee Foyt commented that she enjoyed the comfortable accommodations during the last meeting at the Sahara West Library.

Chair Ortiz thanked everyone for working under these conditions and wanted to make a record that the Board has worked extremely hard to make sure there is enough money to pay staff and to pay the bills. He shared with the Board that it had been a really good year and that he felt blessed to be on the Board with all the good work that had been done at the direction of the Acting Director and the previous Director.

**Public Comment
(Item VIII)**

None.

**Executive Session
(Item XII.)**

Chair Ortiz advised attendees that they were moving into a closed Executive Session. Trustee Bilbray-Axelrod moved to adjourn into Executive Session. There was no opposition and the motion carried. Trustees adjourned into Executive Session at 6:11 p.m.

Trustee Rogers moved that the Regular Session be reconvened. There was no opposition and the Regular Session reconvened at 8:01 p.m.

**Adjournment
(Item XIII.)**

Chair Ortiz adjourned the meeting at 8:01 p.m.

Respectfully submitted,

Kelly Benavidez, Secretary

2020 ATTENDANCE

December 17, 2020 Regular Board Meeting

2020		January 16 Naming Library Policy Cmte	January 16 Regular Board Mtg	February 13 Regular Board Mtg	March 12 Regular Board Mtg	March 18 Emergency Board Mtg	April 16 Finance & Audit Cmte	April 16 Regular Board Mtg	April 28 Special Board Mtg	May 21 Regular Board Mtg	June 2 Special Board Mtg	June 11 Risk Management Cmte	June 11 Nominating Committee Meeting	June 11 Regular Board Meeting	July 23 Special Board Meeting	July 23 Regular Board Mtg	August 13 Regular Board Mtg	September 10 Regular Board Mtg	October 8 Regular Board Mtg	November 12 Finance & Audit Cmte	November 12 Regular Board Mtg	December 4 Special Board Mtg	December 17 Regular Board Mtg	
Benavidez	Kelly	A-E	A-E	P	P	A-E	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Bilbray-Axelrod	Shannon	P	P	P	A-E	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Francis Drake	Marilyn	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Foyt	Elizabeth	P	P	P	P	A-E	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Meléndrez	José	P	P	P	P	A-E		P	P	P	P	P	P	P	P	P	P	P	P		P	P	P	
Ortiz	Felipe	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Wadley-Munier	Robin	P	P	P	P	A-E	P	P	P	P	P	P	P	P	A-E	A-E	P	P	P	P	P	P	P	
Ramaker	Sandra	P	P	P	A-E	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A-E	
Wilson	Brian	P	P	A-E	P	P	P	P	P	P	P	P	P	P	A-E	A-E	P	P	P	P	P	P	P	
Rogers	Keith	P	P	P	A-E	P	P	P	P	P				A-E	P	P	P	P	P	P	P	P	P	

attended Committee meeting but not a member

A-E Excused Absence
 A-U Unexcused Absence

as of December 17, 2020