

**MINUTES**  
**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES' SPECIAL MEETING**  
**LAS VEGAS, NEVADA**  
**JUNE 10, 2021**  
**(Approved July 8, 2021)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session in the East Las Vegas Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, June 10, 2021.

**Present:**

|        |                 |                    |
|--------|-----------------|--------------------|
| Board: | F. Ortiz, Chair | K. Turner Whiteley |
|        | K. Benavidez    | N. Waugh           |
|        | J. Jiron        | S. Ramaker         |
|        | B. Wilson       | J. Meléndrez       |
|        | K. Rogers       |                    |

Counsel: G. Welt (WebEx)

Absent:

Staff: Kelvin Watson, Executive Director  
Numerous Staff

Guests: Chelsea Capurro, the Griffin Company (WebEx)

F. Ortiz, Chair, called the meeting to order at 6:05 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.)** Chair Ortiz moved to table agenda Item F. There was no opposition, motion carried to approve Proposed Agenda without Item F.
- Unfinished Business (Item IV.)** Report on 2021 Nevada Legislature issues by The Griffin Company and staff.
- Ms. Capurro reported that the Legislature was over and Bill AB258 was passed and signed by the Governor. It will be effective as of July 1, 2021. Chair Ortiz asked for clarification on actual process/votes. Ms. Capurro was able to clarify
- Chair Ortiz asked if any of the Trustees had questions.
- Trustee Wilson asked if there were any substantial amendment from what was originally introduced with the Bill. Ms. Capurro responded that there was not; the Bill was passed as originally introduced.
- Ms. Capurro also reported that a couple of special sessions are anticipated. One on redistricting and one related to the distribution of some federal funds related to the American Rescue Plan. She mentioned that AB443 made some pretty significant changes to the interim committee process. It extended all of the normal statutory

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committees that the Legislature does and move those over into the interim.

Chair Ortiz asked Executive Director Watson if he had any questions. Mr. Watson did not have questions.

### **New Business (Item V)**

#### **Discussion and possible Board action regarding contract award for property and casualty insurance and public officials and employment practices liability insurance for the policy year commencing on July 15, 2021. (Item V.A.)**

General Services Director, John Vino, introduced the LVCCLD Broker, Brandon Lewis who works for USI Insurance Services. Mr. Vino offered an opportunity for additional questions regarding the presentation at the Risk Management Committee meeting held prior to the Special Board meeting.

Chair Ortiz asked the Trustees if there were any questions and there were none. Chair Ortiz stated that he was Acting Chair for the Risk Management Committee in absence of Committee Chair Elizabeth Foyt.

Chair Ortiz moved to authorize staff to award a contract for property and casualty insurance and public officials and employment practices liability insurance through USI Insurance Services. He included that the companies are Travelers, Chubb/Federal, Benchmark, Tokyo Marine Specialty, Great American, Indian Harbor, and American Specialty at an annual premium not to exceed \$357,595 for the policy year commencing on July 15, 2021, subject to final review by Counsel. There were no oppositions, motion carried.

#### **Discussion and possible Board action regarding contract award for Direct and Indirect Compensation Analysis consultant services. (Item V.B.)**

Director of Human Resources, Jeff Serpico, stated that on April 4, 2021, the District initiated a Request for Proposal for Direct and Indirect Compensation Analysis. The goal is to establish and validate a formal compensation and benefits program for the District. A total of five submittals were received. A review committee comprised of six members of the administrative team performed the evaluation process. The evaluation was based upon: experience, cost, project understanding, structure and content of work, and project timeline.

The Committee selected Koff & Associates whose project team included Georg S. Krammer, MBA, SPHR and Debbie Owens, CCP as the consultants best suited to fulfill the requirements of the RPF. Koff & Associates was the median cost quote and the District recommended a motion to authorize staff to award a contract to Koff & Associates.

Chair Ortiz asked Trustees if there were any questions.

Trustee Rogers asked if there was a timeline to complete the scope of work. Mr. Serpico stated that the intent is to complete the scope of work by the end of October.

Trustee Wilson moved to authorize staff to award a contract to Koff & Associates. Koff & Associates not to exceed \$64,000 for the District and Indirect Compensation Analysis consultant services in accordance with RFP Number 21-05, subject to final review by Counsel.

There were no oppositions, motion carried.

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**Discussion and possible Board action to approve the Technology Plan for Las Vegas-Clark County Library District: FYE 2022-2026 (Item V.C.)**

Tabled to next Board meeting.

**Discussion and possible Board action regarding the approval for staff to make ongoing purchases of computer hardware and software, telecommunications hardware, and other related infrastructure improvements over \$75,000 for Fiscal Year 2021-2022. (Item V.D.)**

Chair Ortiz mentioned that the Trustees voted three years ago that any expenses \$75,000 or more would need to be brought to the Board for approval, including reoccurring expenses.

IT Director, Al Prendergast stated that the District established a technology replacement and upgrades program in the Capital Projects Fund for the replacement of the District's aging technology assets and for new technology initiatives. This year's budget includes funding for the replacement of several end-of-life IT Department systems, new technology for the branches and information security enhancement solutions.

Mr. Prendergast included that although the Budget was approved by the Board of Trustees in the Fiscal Year 2021-2022, some of the funds may be allocated for newly identified priorities or as required to unforeseen circumstances.

Mr. Prendergast also stated that any budgeted funds that are not exceeded will remain in the Technology Replacement and Upgrades Program for use in future years and budget expenditures are limited to the budgeted items. He stated that the purpose of the Agenda item is to pre-approve all Fiscal Year 2022 technology purchases over \$75,000 and provide inside into goals for the new Fiscal Year.

Mr. Prendergast added that rather than separately submitting each purchase request for over \$75,000 to the Board of Trustees for approval, the IT Department is requesting that the Board of Trustees give staff the authorization to approve technology needs and technology related purchases exceeding \$75,000.

Chair Ortiz asked a question on counting system; Mr. Prendergast responded that the current system may count a person coming into the library twice as it is now. Those systems are being replaced.

Trustee Waugh moved to authorize staff to make ongoing purchases of computer hardware and software, telecommunications hardware, and other related technology infrastructure improvements over \$75,000 for Fiscal Year 2021-2022, as approved in the District's adopted budget by the Board of Trustees. There were no oppositions, motion carried.

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### **Discussion and possible Board action to consider building a new library in West Las Vegas if financially viable. (Item V.E.)**

Executive Director Kelvin Watson provided the background regarding the West Las Vegas project.

- In 2016, the City of Las Vegas approved The Hundred Plan in Action for the Historic Westside community.
- In 2020, the City funded The Hundred Plan in Action
- Current: Director Watson met with Councilman Crear and Commissioner McCurdy and LVCCLD Facilities Director, John Vino, walked proposed location close to the intersection of MLK JR Blvd and Lake Mead Blvd. Chair Ortiz was also present.

Director Watson requested the time and money to investigate building a West Las Vegas Library. It would include a programming plan with the community, an appraisal of the current building, and an evaluation of available funding from the District and other sources such as the city of Las Vegas, Clark County, other funds, grants, new market credits, the sale of the current building and land.

Chair Ortiz added that LVCCLD owns the current building but not the land. He also stated that there is no parking. Chair Ortiz stated that there's an appetite to build a new library and the land is going away so if the opportunity is missed, there will not be other land available to build another library. Chair Ortiz asked for Director Watson to present a plan to the Board.

Chair Ortiz asked Trustees if there were any questions or comments.

- Trustee Dr. Rogers stated that there is strong interest in building a state-of-the-art library with all of the improvements that's going to happen as part of this larger plan where there are overlaps between the city and the county. He is in favor of moving forward with building a new library.
- Trustee Turner-Whitney commented that a library on the West Side is a priority. She stated that it is a terrific neighborhood that needs investment, love and attention. She supported moving forward.
- Trustee Waugh commented that as a local he got to tour the West Las Vegas Library with Mr. Segura and is excited to see this happen for the community.
- Trustee Wilson commented that he would love to see this moving forward.
- Trustee Ramaker commented that she was in favor of moving forward.
- Executive Director Watson added that LVCCLD currently making some modifications to the current footprint of the building. It would include a new teen area and some modifications that are badly needed; they are approximately \$75,000 worth of improvements. He also stated that he believes it will be a positive impact.

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- Trustee Rogers moved to approve and authorize Executive Director Kelvin Watson to move forward on the planning, financing, programming, and building a new West Las Vegas Library. This would include the Director bringing forward any agreements for approval by the Trustees. There were no oppositions, motion carried.

**Discussion and possible action to re-advertise the Internal Auditor position as a regular employee of the Board of Trustees and to bring back two candidates for the Board to interview in a public meeting.  
(Item V.F.)**

Chair Ortiz moved to table until next meeting. No oppositions, motion carried.

**Announcements  
(Item VI.)**

Huddle Barbecue for Hope for Prisoners at Lorenzi Park on June 22, 2021 to celebrate graduates from last year. It will be the first in person opportunity to have with their families and each other.

The next Board Meeting will be held Friday, June 25, 2021 in the East Las Vegas Library, 2851 East Bonanza Road, Las Vegas, NV 89101, at 7:30 a.m.

There will be a Board Retreat on Friday June 25, beginning at 8:30 a.m. in the East Las Vegas Library, 2851 East Bonanza Road, Las Vegas, NV 89101. It is expected to run until 5:30 p.m.

The next Regular Board meeting will be held Thursday, July 8, 2021, 11:00 a.m. to 6:00 p.m. at the West Charleston Library, 6301 W. Charleston Blvd., Las Vegas, NV 89146, and via WebEx.

**Public Comment  
(Item VII.)**

None

**Adjournment  
(Item VIII.)**

Chair Ortiz adjourned the meeting at 6:44 p.m.

Respectfully submitted,

Kelly Benavidez, Secretary

# 2021 ATTENDANCE

June 10, 2021 Special Board Meeting

Appendix A

| 2021                |           | January 8 Special Board Mtg | January 21 Regular Board Mtg | February 18 Regular Board Mtg | March 11 Regular Board Mtg | March 23 Emergency Brd Mtg | April 8 Finance and Audit | April 8 Regular Board Mtg | May 20 Regular Board Mtg | June 5 Special Board Mtg | June 10 Risk Management Cmte | June 10 Nominating Cmte Mtg | June 10 Special Board Mtg |
|---------------------|-----------|-----------------------------|------------------------------|-------------------------------|----------------------------|----------------------------|---------------------------|---------------------------|--------------------------|--------------------------|------------------------------|-----------------------------|---------------------------|
| Benavidez           | Kelly     | P                           | P                            | P                             | P                          | P                          | P                         | P                         | P                        | P                        |                              |                             | A-E                       |
| Bilbray-Axelrod*    | Shannon   | P                           | P                            | P                             | X                          | X                          | X                         | X                         | X                        | X                        | X                            | X                           | X                         |
| Francis Drake***    | Marilyn   | P                           | P                            | P                             | P                          | P                          | P                         | P                         | X                        | X                        | X                            | X                           | X                         |
| Foyt                | Elizabeth | P                           | P                            | P                             | P                          | P                          | P                         | P                         | P                        | P                        | A-E                          |                             | A-E                       |
| Meléndrez           | José      | P                           | P                            | P                             | P                          | A-E                        | A-E                       | A-E                       | P                        | P                        |                              |                             | A-E                       |
| Ortiz               | Felipe    | P                           | P                            | P                             | P                          | P                          | P                         | P                         | P                        | P                        | P                            | P                           | P                         |
| Wadley-Munier***    | Robin     | P                           | P                            | P                             | P                          | P                          | P                         | P                         | X                        | X                        | X                            | X                           | X                         |
| Ramaker             | Sandra    | P                           | P                            | P                             | P                          | P                          | P                         | P                         | P                        | P                        | P                            | P                           | P                         |
| Wilson              | Brian     | P                           | P                            | P                             | P                          | A-E                        | A-E                       | A-E                       | P                        | P                        | P                            | P                           | P                         |
| Rogers              | Keith     | A-E                         | P                            | P                             | P                          | P                          | P                         | P                         | P                        | P                        |                              |                             | P                         |
| Waugh**             | Nathaniel | X                           | X                            | X                             | P                          | P                          | P                         | P                         | P                        | P                        | P                            | P                           | P                         |
| Jiron****           | Jennifer  | X                           | X                            | X                             | X                          | X                          | X                         | X                         | P                        | P                        | P                            | P                           | P                         |
| Turner Whiteley**** | Kate      | X                           | X                            | X                             | X                          | X                          | X                         | X                         | P                        | P                        |                              |                             | P                         |

attended Committee meeting but not a member

A-E Excused Absence  
 A-U Unexcused Absence

- \*Shannon Bilbray-Axelrod's term expired March 1, 2021
- \*\*Nathaniel Waugh was appointed March 2, 2021
- \*\*\* Term expired April 18, 2021
- \*\*\*\* Appointed to term beginning April 19, 2021

as of June 11, 2021