

ITEM III.

**PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
Board of Trustees' Special Meeting
February 18, 2022**

DATE: Friday, February 18, 2022

TIME: 12:00 p.m.

PLACE: Online via YouTube

The Agenda and Board meeting documents can be found at
<https://lvccld.org/board/board-of-trustees-meetings/>

- I. Roll Call and Pledge of Allegiance
- II. Public Comment

Topics raised under this item must be limited to matters on today's Agenda. Anyone wishing to speak during this item must sign-up on the roster provided prior to the public comment period. The sign-up must include the commenter's name, legal address, and the agenda item that is being commented on. Commenters should state if they want their remarks included in the minutes of the meeting. If there is no agenda item listed, the person will be called on at the end of the meeting.

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.

Anyone wishing to comment via email under this item must send an email to boardcomments@lvccld.org. The email must include the commenter's name, legal address, and the agenda item that is being commented on. Email comments are limited to 500 in words in length and must also identify whether the commenter wants their remarks to be included in the minutes of the meeting. Any comments which do not state the commenter's name, legal address, or exceed 500 words in length shall not be considered.

Any comments which do not identify an agenda item will be read at the end of the meeting.

The public comment period at library district 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 (For possible action)

IV. New Business

A. Discussion and Possible Board Action to implement the Administrative Team's 2021 frozen merit and COLA adjustments retroactive to July 1, 2021.

V. Announcements

VI. Public Comment

Topics raised under this item cannot be acted upon until the notice provisions of the open meeting law have been met. If you wish to make public comment on this item, you must sign-up on the roster provided prior to the public comment period. The sign-up must include the commenter's name and legal address, and this agenda item. Commenters should state if they want their remarks included in the minutes of the meeting.

Anyone wishing to comment via email during the meeting must send an email to boardcomments@lvccld.org. The email must include the commenter's name, legal address, and this agenda item. Email comments are limited to 500 in words in length and must also identify whether the commenter wants their remarks to be included in the minutes of the meeting. Any comments which do not state the commenter's name, legal address, or exceed 500 words in length shall not be considered.

The public comment period at library district 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.

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 EBONI NANCE AT (702) 507-6186 SO THAT ARRANGEMENTS FOR ATTENDANCE MAY BE MADE NO LATER THAN 48 HOURS PRIOR TO THE MEETING.

NOTE: PLEASE CONTACT EBONI NANCE AT (702) 507-6186 OR nanceea@lvccld.org TO REQUEST THE SUPPORTING MATERIAL FOR THIS MEETING. SUPPORTING MATERIAL CAN BE FOUND AT <https://lvccld.org/board/board-of-trustees-meetings/>.

Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, www.lvccld.org and at Nevada Public Notice at <https://notice.nv.gov>. Written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on Tday, February 15, 2022, i.e., given at least three (3) working days before the meeting, including in the notice the time, way to access the meeting, and agenda of the meeting:

- A. By delivering a copy of the notice to each Library Trustee;
- B. By posting a copy of the notice at the principal office of the Library Trustees, 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 Trustees, to wit:

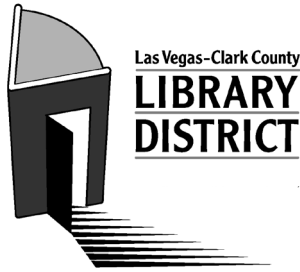
1. Clark County Library
1401 Flamingo Road
Las Vegas, NV 89119
2. East Las Vegas Library
2851 Bonanza Road
Las Vegas, NV 89101
3. Sunrise Library
5400 E. Harris Avenue
Las Vegas, NV 89110
4. West Charleston Library
6301 Charleston Boulevard
Las Vegas, NV 89146
5. West Las Vegas Library
951 Lake Mead Boulevard
Las Vegas, NV 89106
6. Windmill Library
7060 Windmill Lane
Las Vegas, NV 89113

7. Las Vegas-Clark County Library District website
www.lvcclld.org

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 Board of Trustees in the same manner in which notice is requested to be mailed to a member of the Library Board of Trustees.

D. Live Stream Connection information:
<https://youtu.be/9bYbKuoCXIA> or

Visit the Library District’s YouTube channel:
[Youtube.com/TheLibraryDistrict](https://www.youtube.com/TheLibraryDistrict)



ITEM IV.A.

AGENDA ITEM

FEBRUARY 18, 2022 SPECIAL MEETING OF THE BOARD OF TRUSTEES

Agenda Item# IV.A.: Discussion and Possible Board Action to implement the Administrative Team's 2021 frozen merit and COLA adjustments retroactive to July 1, 2021

Background: At the February 2021 Board of Trustees meeting, a motion was made, and approved, to freeze the annual base pay rates, and associated pay ranges, of the Administrative Team (formerly Executive Council) pending a formal compensation wage survey and evaluation performed by a 3rd party consulting firm. One of the primary goals of the evaluation would be to evaluate whether, or not, the District salaries and pay ranges (direct compensation) are externally competitive and reasonable within the defined market (library systems and local government).

At the June 2021 Board of Trustees meeting, Koff & Associates was selected to perform a comprehensive wage analysis (survey) and evaluation of the District's, direct (Base Salary) and indirect (Benefits), compensation plans. The RFP's scope of work outlined two phases. Phase 1 would evaluate the base pay and salary ranges of the Administrative Team and Phase 2 would evaluate the base pay for all other positions. Phase 2 would also include a market survey and evaluation of all indirect compensation (Benefits) plans offered by the District.

Koff & Associates contacted and surveyed the following organizations to obtain compensation data on comparable (benchmark) positions and benefits plans: Clark County Nevada, City of Las Vegas, Los Angeles County Library, Orange County Library, Maricopa County Library, City of Phoenix, Denver Public Library, Cuyahoga County Public Library, King County Library, Seattle Public Library and San Francisco Public Library. In addition, the Economic Research Institute's (ERI) database was utilized for additional data and all data was adjusted for geographical differences in employment cost.

Koff and Associates was able to obtain wage data on all nine (9) of the Administrative Team positions. The key data point for comparing wage market position(s) consisted of the salary range top pay rates (Range Maximums) from all of the participating organizations. From the range of top pay rates (Range Maximum), across all organizations surveyed, a Median (50th) percentile and a 90th percentile was determined for each position's top rate (Range Maximum). The current LVCLD top pay rates (Range Maximums) and each incumbent's actual base salary were then compared to the 90th percentile and the 50th percentile of the survey data.

In summary, none of the Administrative Team's base salaries exceeded the 90th percentile of the surveyed market top/maximum rate. Implementing the 2021 merit increase of 3% and the COLA increase of 2.75%, frozen in February 2021 and effective July 1, 2021, is being recommended for each member of the Administrative Team with the exception of the Executive Director. Please note, the base salary of the Chief Information Officer will be frozen at \$192,069 in order to remain within the surveyed

market range and a one-time lump sum payment of \$2,617 will be paid to the Chief Information Officer as a lump sum (over the maximum) payment.

Recommended Action: Motion to authorize staff to implement the Administrative Teams' frozen performance/merit (3%) and COLA (2.75%) increases retroactive (effective July 1, 2021) and to allow a one-time lump sum (over the max) payment of \$2,617.81 to the Chief Information Officer.

Name	Job Title	FY 20 Base Salary	Recommended Merit %	Merit \$	COLA/Market %	COLA/Market \$	FY21 Base Retro to (7/1/21)	Maximum	Lump Sum Over Max	50th	90th	Note
Cabias, Floresto	Director, Finance - CFO	\$146,956.00	3.00%	\$4,408.68	2.75%	\$4,041.29	\$155,405.97	\$182,923.00	\$0.00	\$169,803.00	\$188,802.00	
Serpico, Jeffrey	Director, Human Resources	\$136,000.00	3.00%	\$4,080.00	2.75%	\$3,740.00	\$143,820.00	\$174,212.00	\$0.00	\$163,858.00	\$189,053.00	
JoAnn Prevetti	Director, Development	\$130,000.00	0.00%	\$0.00	0.00%	\$0.00	\$130,000.00	\$174,212.00	\$0.00	\$140,189.00	\$177,678.00	
Vino, John	Director, General Services	\$139,961.00	3.00%	\$4,198.83	2.75%	\$3,848.93	\$148,008.76	\$174,212.00	\$0.00	\$140,836.00	\$185,355.00	
Segura, Leo	Director, Library Operations	\$145,560.00	3.00%	\$4,366.80	2.75%	\$4,002.90	\$153,929.70	\$174,212.00	\$0.00	\$143,300.00	\$174,751.00	
McNally, Matthew	Director, Community Engagement	\$134,502.00	3.00%	\$4,035.06	2.75%	\$3,698.81	\$142,235.87	\$174,212.00	\$0.00	\$143,854.00	\$168,097.00	
Wardy, Betsy	Director, Branding & Marketing	\$157,381.00	3.00%	\$4,721.43	2.75%	\$4,327.98	\$166,430.41	\$174,212.00	\$0.00	\$162,382.00	\$179,713.00	
Prendergast, Al	Director, Information Technology - CIO	\$184,101.00	3.00%	\$5,523.03	2.75%	\$5,062.78	\$192,069.00	\$192,069.00	\$2,617.81	\$179,303.00	\$197,845.00	

2021 Total		\$1,174,461.00		\$31,333.83		\$28,722.68	\$1,231,899.70		\$2,617.81			
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Recommended by: Kelvin A. Watson, Executive Director

 Signature Date

Approved by: Brian Wilson, Chairman Board of Trustees

 Signature Date