

**MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
December 9, 2021
(Approved on January 20, 2022)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Windmill Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, December 9, 2021.

Present: Board: B. Wilson, Chair K. Benavidez
E. Foyt N. Waugh
S. Ramaker K. Whiteley
K. Rogers J. Jiron
F. Ortiz

Counsel: G. Welt

Absent: J. Melendrez (Excused)

Staff: Kelvin Watson, Executive Director
Numerous Staff

Guests: Melvin Green, KME Architects
Emanuele Arguelles, KME Architects

Chair, B. Wilson called the meeting to order at 6:17 p.m.

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

Public Comment (Item II.) Shana Harrington, 10083 Sunset Palisades Way, Las Vegas, Nevada 89183. Ms. Harrington wanted to say a few things about the Executive Director. She has organized the Youth Services Summit for Youth Services staff. Every year an invite is extended to the Director to attend and speak to the staff, but Director Watson was the first to attend. The staff appreciated having him present and willing to speak with them.

Agenda (Item III.) Trustee Waugh moved to approve the Agenda as proposed. Trustee Turner-Whiteley second the motion.

There was no opposition and the motion carried.

Approval of Proposed Minutes of Regular Board Meeting on November 10, 2021 Trustee Waugh moved to approve the Minutes of the Board of Trustees Meeting held on November 10, 2021. Trustee Rogers second the motion.

There was no opposition and the motion carried.

Chair's Report (Item V.) Chair Wilson reported that if any board member would like to be a part of the Subcommittees, they should email him to advise him of their interest. Chair Wilson also reported that everything that goes on in the Subcommittee meeting is a discussion and recommendation that will be brought to the Board. The full Board will sit to discuss and then vote on

the item.

**Library Reports
(Item VI.)**

**Executive Director's
Report
(Item VI.A.)**

Executive Director Watson wanted to report things that aren't on the submitted report but, will be shared further in the next Director's Report. The Library District held the halftime for the Strategic Playbook 2026. It was to update the staff on where things are. Staff participated in person and online. Trustee Rogers also participated from a prospective of a Board member. Trustee Rogers reported he enjoyed hearing the updates during the Playbook 2026 halftime because everything is aligning with the plans presented in June. Trustee Rogers also reported that there is significant progress being made and on target to meet and exceed the ambitions presented to the Board in June.

Director Watson also acknowledged Matt McNally, Community Engagement Director who was selected to received the 2021 Western arts Alliance Award. He will receive the award on January 6, 2022. This recognition is for his leadership in navigation the pandemic.

**Library Operations,
Security Reports
and Monthly
Statistics
(Item VI.A.1.a)**

Trustee Ortiz reviewed the homeless services in the Security Report and suggested to Leo Segura, Library Operations Director that a class from UNLV do a survey on homelessness and homelessness needs around the Clark County Library and provide a report to the Library District. This survey will help the Library District address the issues and how to address them. Leo Segura reported that the branch manager of Clark County Library has meetings set up with Homeless Alliance and Metro.

Trustee Whiteley thanked Leo Segura for the abundance of information that is included in the report. She also thank the staff for the for handling an incident that occurred last month.

**Branding and
Marketing Report
and Electronic
Resources Statistics
(Item VI.A.2.a.)**

None.

**Community
Engagement Report
and Monthly
Statistics
(Item VI.A.2.b.)**

Trustee Whiteley thanked the Community Engagement team for creating programming, especially the music programming that is being offered to the community. She also mentioned that the "Take-and-Make" Craft Kits are drivers for children to visit the library.

**Development and
Planning Report
(Item VI.A.2.c.)**

No questions.

**Information
Technology Report**

No questions.

(Item VI.A.2.d.)

**Financial Services
Report
(Item VI.A.3.a.)**

No questions.

**General Services
Report
(Item VI.A.3.b.)**

Trustee Ortiz asked for a defined timeline for the architects, property, and design regarding the West Las Vegas Library. John Vino, General Services Director reported that programming is on schedule, if not a head of schedule and meetings are being held about every two weeks. The next phase will be community engagement meetings which is being planned for January. The contract from the City for the ground lease has been received and moving forward. Mr. Vino also reported that there will probably be additional presentations early in 2022 for the Board on a regular basis. The most of 2022 will be identifying and finalizing what the new Westside Library will look like and in 2023 the date of ground breaking will be established.

Trustee Ortiz reported that the City is asking for money from the American Recovery Act for the West Las Vegas Library. The money will be given to the Library District. Trustee Ortiz asked Mr. Vino if there was any conversation had with the City regarding it and if there was a date for the shovel in the ground. Mr. Vino and Director Watson explained that no conversation was had or notification of a meeting regarding money from the American Recovery Act for West Las Vegas Library. Director Watson also reported that an inter-local agreement hasn't been received. Therefore, the discussion about shovel in the ground has not been discussed.

Trustee Ortiz also asked about the size of the building being 35, 000 sq. ft. instead of 40, 000 sq. ft. Mr. Vino explained that the 35, 000 is a place holder and the programming will determine the correct number.

Trustee Foyt commended John Vino on the great job he has been doing with the West Las Vegas Library planning.

**Human Resources
Report
(Item VI.A.3.c.)**

No questions.

Chair Wilson accepted the Library Reports.

**Unfinished Business
(Item VII.)**

None.

**New Business
(Item VIII)**

**Consent Agenda
(Item VIII.A)**

None.

**Regular Agenda
(Item VIII.B)**

Discussion and possible Board action regarding a contract award to KME Architects to provide architectural services and design for a new West Las Vegas Library (Item VIII.B.1.)

Trustee Waugh disclosed that he is a part of the Nevada State Board of Architecture, Interior Design and Residential Design, which involves licensing and discipline of architects interior designers, and residential designers. Serving on that Board will not prevent him from making an independent, objective opinion and does him unduly influenced on this item.

[John Vino, General Services Director read Agenda Item VIII.B.1. from December 9th meeting into the record.]

Melvin Green, one of the principals of KME Architects, 8367 West Flamingo Road, Suite 100 introduced himself and partner, Emanuele Arguelles, principal of KME Architects.

Mr. Arguelles reported that KME Architects are integrated into the community and worked on a few projects on the west side. KME Architects have worked with a lot of community members and residents of the community. Mr. Green explained that their goal is to serve the underserved, the underrepresented, and to be a role model for the people in the community but provide an iconic building that everyone will want to come see.

Chair Wilson asked how long will it take to determine the actual needs of the community before the Library District commits to money and how much does the money fluctuate based on how far the actual needs fluctuate from the 35,000 placeholder? Mr. Vino responded that once they begin the services portion it will be sent out to all the department heads that affected by the square footage for their input on what is allocated. A discussion will be held with Library Operations, Community Engagement, and everyone associated with their portion of the library. By Mid-January a better ideas as to what is needed will be determined. Mr. Green Reported that they have already started the process of coming up with interpretive images of what the building would look like and a site analysis is also in the works. Mr. Arguelles hopes that they're able to convey the information and program very thoroughly in the beginning through programming.

Trustee Rogers asked when does the input from the community and political stakeholders come into the planning process? Mr. Vino responded that it is a part of the programming. Mr. Green responded that Summu Marketing would help to formulate a plan for the stakeholders' meetings once the program is finalized. Mr. Arguelles responded that once a concept design is developed, they will engage the community again to what's being translated to the design.

Counsel Welt asked Mr. Vino if the Library District receive documentation for the land. Mr. Vino answered that the City has asked for documentation about the ground lease and will discuss more with Counsel Welt in the near future. Counsel Welt advises that something be

put in the contract assuming approval and contract is subject to acquisition of current land.

Vice Chair Benavidez questioned how could there be community meetings without anything to show in the meeting. Mr. Vino responded that the meeting will be about library services. KME architects responded that they will be presenting the enumerated program to the library for comments. Once the comments are received, a conversation will be held with library staff, and that information will be presented to the first community meeting. Voce Chair Benavidez commented that there are a lot of moving parts that has her concerned.

Trustee Ramaker stated that she doesn't like that there isn't an actual contract in place because she's seen too many things go byway with a handshake and a promise. She wanted to know why this agenda item couldn't wait until the January meeting and report the community input. Chair Wilson responded that the contract may not be finalized by the January meeting.

Trustee Waugh made a motion to authorize staff to award a contract to provide architectural services for design of a new West Las Vegas Library to KME Architects in the amount of \$2,153,250, plus authorized reimbursable expenses, subject to final review by Counsel. Trustee Ortiz second the motion.

Trustee Ramaker opposed the motion and the motion carried.

Discussion and possible Board action regarding contract award for the HVAC system chiller replacement at the West Charleston Library (Item VIII.B.2.)

[John Vino, General Services Director read Agenda Item VIII.B.2 from December 9th meeting into the record.]

Trustee Waugh made a motion to authorize staff to award a contract for the HVAC system chiller replacement at the West Charleston Library in accordance with Bid No. 22-02 to Mesa Energy Systems, for the amount of \$295,765; and to authorize staff to award the contract to the next lowest responsive and responsible bidder if Mesa Energy Systems, fails to comply with the contract documents and construction specifications or fails to execute the contract. Trustee Ramaker second the motion.

There was no opposition and the motion carried.

Report of the Bylaws Committee to discuss any recommended changes (Item VIII.B.3.)

Trustee Waugh reported that the Bylaws Committee met on December 9th at 5pm and will be bringing two recommended changes to the Board. Another Bylaws Committee meeting will be in February, time is to be determined.

The two items that will be coming to the board in January will be:

- (1) Putting a cooling off period for Trustees for employment or contract services.
- (2) To do a proxy voting for officer elections only. Only officer elections for proxy voting.

Announcements

The next Board meeting will be held on Thursday, January 20, 2022 at

(Item IX.) 5pm. Location: Clark County Library, 1401 E Flamingo Rd, Las Vegas, NV 89119.

The February Board meeting will be held on Thursday, February 10, 2022 at 6pm. Location: Rainbow Library, 3150 N Buffalo Drive, Las Vegas, NV 89128.

The March Board meeting will be held on Wednesday, March 10, 2022, at 6:00pm. Location: Whitney Library, 5175 E Tropicana Ave, Las Vegas, NV 89122.

**Public Comment
(Item X.)** None.

**Executive Session
(Item XI.)** None.

**Adjournment
(Item XII.)** Chair Wilson adjourned the meeting at 7:27 p.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

2021 ATTENDANCE

November 9, 2021 Finance and Audit

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	June 25 Regular Board Mtg	June 25 Board Retreat	July 6 Emergency Board Mtg	July 8 Regular Board Mtg	September 9 Regular Board Mtg	October 14 Regular Board Mtg	November 9 Finance and Audit	November 10 Regular Board Mtg	December 9 Bylaws Comm	December 9, 2021
Benavidez	Kelly	P	P	P	P	P	P	P	P	P			A-E	P	P	A-U	A-U	P	P	A-E	A-E		P
Bilbray-Axelrod*	Shannon	P	P	P	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
Francis Drake**	Marilyn	P	P	P	P	P	P	P	X	X	X	X	X	X	X	X	X	X					
Foyt	Elizabeth	P	P	P	P	P	P	P	P	P	A-E		A-E	P	P	P	P	P	P		A-E	P	P
Meléndrez	José	P	P	P	P	A-E	A-E	A-E	P	P			A-E	P	P	P	P	P	A-U		P		A-E
Ortiz	Felipe	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A-U	P	A-E	A-E	P	P	P	P
Wadley-Munier*	Robin	P	P	P	P	P	P	P	X	X	X	X	X	X	X	X	X	X					
Ramaker	Sandra	P	P	P	P	P	P	P	P	P	P	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	P	P	P	P	P	P	P	P	P	P
Rogers	Keith	A-E	P	P	P	P	P	P	P	P			P	P	P	P	P	P	P	P	P		P
Waugh**	Nathaniel	X	X	X	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		P
Jiron****	Jennifer	X	X	X	X	X	X	X	P	P	P	P	P	P	P	P	P	P	P		P	P	P
Turner Whiteley	Kate	X	X	X	X	X	X	X	P	P			P	P	P	A-E	A-E	P	P		P	P	P

attended Committee meeting but not a member

A-E Excused Absence
 A-U Unexcused Absence