

ITEM IV.A

**MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
JULY 14, 2022
(Approved on September 8, 2022)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the East Las Vegas Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, July 14, 2022.

Present:

Board:	B. Wilson, Chair	N. Waugh
	K. Whiteley	J. Melendrez
	K. Rogers	J. Jiron
	F. Ortiz	K. Benavidez
	S. Ramaker	
Counsel:	G. Welt	S. Abbott
Absent:	E. Foyt	
Staff:	Kelvin Watson, Executive Director Numerous Staff	
Guests:	None.	

The meeting began at 5:00p.m.

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

Public Comment (Item II) None.

Agenda (Item III.) Vice Chair Waugh moved to approve the Agenda as proposed.
There was no opposition and the motion carried.

Approval of Proposed Minutes of Board of Trustees Meetings on June 9, 2022 (Item IV.) Vice Chair Waugh moved to approve the Minutes of the Board of Trustees Meeting held on June 9, 2022.
There was no opposition and the motion carried.

Chair's Report (Item V.) Chair Wilson reported that he will be doing committee assignments and ask if anyone would like to be added to a committee or removed to send him an email.
Chair Wilson read off existing committees and members:

Finance and Audit- Trustee Rogers, Chair with Trustee Benavidez,

Trustee Waugh and Trustee Waugh.

Risk Management- Trustee Ramaker, Chair with Trustee Melendrez and Trustee Jiron.

Bylaws Committee- Trustee Waugh, Chair with Trustee Rogers, Trustee Melendrez and Trustee Ramaker.

**Library Reports
(Item VI.)**

Betsy Ward, Branding and Marketing Director and John Vino, General Service Director presented an update on the Library District's Branding Campaign: "Free to Be". (*Presentation attached*)

Chair Wilson, Trustee Melendrez, Trustee Ramaker, and Vice Chair Waugh, stated their excitement and in full support for the new branding campaign.

Trustee Ortiz commented that he is in full support of the new signage and mentioned that the Library District will have to pay for digital signage.

**Executive Director's
Report
(Item VI.A.)
Library Operations,
Security Reports
and Monthly
Statistics
(Item VI.A.1.a)**

No questions.

No questions.

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

No questions.

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

Vice Chair Waugh thanked Matt McNally, Community Engagement Director for the increase in adult programming attendance compared to pre-pandemic numbers.

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

No questions.

**Information
Technology Report
(Item VI.A.2.d.)**

No questions.

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

Trustee Ortiz asked Floresto Cabias, Chief Financial Officer to see a detailed registered report for Item 110, Administrative Executive Expenses for the year. Mr. Cabias agrees to give Executive Director a

detail of expenditures.

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

No questions.

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 to declare fines and fees of approximately \$1,467,132.78 that are five years old, dating from the year 2017, as uncollectible, and purge from District records . (Item VIII.B.1.)

Floresto Cabias, Chief Financial Officer reported that The District has been working with Unique Management Services for the last 22 years to collect delinquent fines and fees. Over that time the District has recovered 12.8 million dollars in materials and 7.9 million dollars in fines and fees. In 2004, the Board authorized Staff to purge approximately \$700,000 in fines and fees that were five years old. And at that time, Staff recommended that each year, delinquent fines and fees that are five years old be reported to the Board and deemed uncollectible. Collection agencies recommend writing off debts older than five years old because they are not likely to be recoverable and collecting most of this debt is unlikely because of its age and the likelihood that these individuals have moved away. Staff is again recommending that the Board declare fines and fees of \$1,467,132.78, as uncollectible dating from the year 2017, and authorize Staff to purge them from the District records.

Trustee Ortiz questioned if equipment such as Wi-Fi hotspots that weren't returned will be included. Mr. Cabias responded that it would've included that type of equipment but doesn't believe that equipment was in collection in 2017.

Vice Chair Waugh made a motion to declare fines and fees of approximately \$1,467,132.78, as uncollectible dating from the Year 2017, and authorize Staff to purge from District records

There was no opposition and the motion carried.

Discussion and possible Board action of the Library District's Conference Room/Auditorium Facility Rental Policy (Paragraph #10) and Performing Arts Center Rental Policy (Paragraph #12).(Item VIII.B.2)

[Matt McNally, Community Engagement Director read Item# VIII.B.2 into the record.]

Chair Wilson asked what happens to the rental agreements that are already signed under the current policy. Counsel Welt responded that this clarifies under what basis they are using the facilities and they have not yet had use of the facility. It will be dealt with on a one-to-one basis and the original paragraph contains the intent.

Trustee Benavidez questioned if a disclaimer will be asked to be added to promotional material, websites, and etc. from rental customers. Mr. McNally responded that he is working with Counsel Welt to set up when individuals sign a performing arts center contract, there is language that will be modified within that contract that will refer them back to all of the policies, not just the facility rental policy. Chair Wilson suggests adding a mandate that a fine print disclosure that "this program is not affiliated with or endorsed by the Library District." Counsel Welt responded that everyone doesn't advertise and it would be best to make it a part of the policy to know what is required.

Vice Chair Waugh made an amended motion to authorize staff to amend Paragraph #10 of the Conference Room/Auditorium Facility Rental Policy and Paragraph #12 of the Performing Arts Center Rental Policy to include the facility user prohibitions and disclaimers as recommended by legal counsel. Also direct Community Engagement Director, Matt McNally and Counsel Welt to explore language requiring disclaimers on a users' advertisements and marketing materials. Trustee Whiteley second the motion.

There was no opposition and the motion carried.

Trustee Ortiz made a motion to convene the Public Hearing regarding Proposed Interlocal Agreement for the transfer of the West Las Vegas Library building and related improvements to the City of Las Vegas.

There was no opposition and the motion carried.

[John Vино, General Services Director read Item# VIII.B.3 into the record.]

There were no public comments during the Public Hearing.

Vice Chair Waugh made a motion to close the Public Hearing. There was no opposition and the motion carried.

Trustee Rogers made a motion to approve the terms and to authorize staff to enter into an Interlocal Agreement with the City of Las Vegas for the exchange of the West Las Vegas Library building and related improvements for a City owned parcel, capital contribution, and other consideration for the construction of the new West Las Vegas Library, subject to final review of agreement by Counsel and completion of the due diligence. Vice Chair Waugh second the motion.

Public Hearing regarding the Proposed Interlocal Agreement for the transfer of the West Las Vegas Library building and related improvements to the City of Las Vegas and a motion to authorize staff to enter into the Interlocal Agreement(Item VIII.B.3)

Trustee Ortiz made a comment congratulating staff on the progress of the new proposed West Las Vegas Library project and encourages the public to continue engaging with the Library District when the grand opening occurs.

There was no opposition and the motion carried.

**Announcements
(Item IX.)**

The August Board meeting is cancelled.

Ribbon Cutting Ceremony/Opening of the Employ NV Youth Hub at the West Charleston Library, 6301 W Charleston Blvd, Las Vegas, NV 89146 on August 4, 2022 at 10:30am.

The September Board meeting will be held on Thursday, September 8, 2022, at 5:00pm. Location: West Las Vegas Library, 951 W Lake Mead Blvd, Las Vegas, NV 89106.

The October Board meeting will be held on Thursday, October 13, 2022, at 5:00pm. Location: Sahara West Library, 9600 W Sahara Ave, Las Vegas, NV 89117.

Trustee Ortiz, Trustee Melendrez, and Vice Chair Waugh thanked Director Watson and staff for travel arrangements to attend the American Library Association Conference in June in Washington, DC.

**Public Comment
(Item X.)**

None.

**Executive Session
(Item XI.)**

None.

**Adjournment
(Item XII.)**

Chair Wilson adjourned the meeting at 5:54 p.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

