

LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION

Board of Directors Meeting Minutes

August 17, 2023

The Board of Directors of the Las Vegas-Clark County Library District Foundation meeting on August 17, 2023, via Zoom at 12:00 p.m.

Board Members

In Attendance:

Tamar Hoapili, Chair
Shannon Bilbray-Axelrod, Vice Chair
Nicole Rogers, Secretary
Fred James, Treasurer
Michelle Sanders, Director
Kelvin Watson, Ex-Officio Director
Pamela Graham, Director
Kelly Benavidez, Director

Board Members

Absent:

Keiba Crear, Director
Kate Turner Whiteley – Director
Felipe Ortiz, Director

Guest:

Michelle Wick- TD Ameritrade

**Roll Call
(Item I.)**

Chair Hoapili called the meeting to order at 12:04 p.m. All members listed above represent a quorum.

Board action to accept Proposed Agenda. (Item III.)

Chair Hoapili moved to approve the proposed agenda. Treasurer James seconded the motion. All voted in favor, and the motion carried.

Board action to accept minutes from June 12, 2023 and July 14, 2023 meeting. (Item IV.)

Chair Hoapili moved to approve the proposed minutes from the Board meetings on June 12, 2023 & July 14, 2023. Secretary Rogers seconded the motion. All voted in favor, and the motion carried.

Chair's Report, Tamar Hoapili. (Item V.)

Chair Hoapili updated the Board with exciting new information. JoAnn Prevetti and Chair Hoapili were able to attend a luncheon with a possible donor, from Las Vegas Tickets. Chair Hoapili expressed how great it was to network with Las Vegas Tickets, she was amazed at how Mrs. Prevetti made sure to customize the meeting to ensure things flowed smoothly. Chair Hoapili boasted about being a part of an Enterprise Library tour, as she was able to witness a live author read to preschoolers from across the valley.

Chair Hoapili encouraged the Board to look through their personal rolodex in order to connect Mrs. Prevetti with more potential donors to support Foundation programs. Chair Hoapili challenged each Board member to create a Facebook and Instagram so that they are up to date with Library programs to share any/all upcoming events to their personal pages. Lastly, Chair Hoapili reminded the Board there are new library card designs, so they can take advantage and keep their cards up to date, as well as encourage their friends & family to update their cards.

Treasurer's Report, Fred James. (Item VI.)

Treasurer James explained that there wouldn't be a Treasurer Report during the current meeting, as he recently gained access to the Foundation's bank accounts. Due to the delay Treasurer James will have financial statements from the quarter, cash balances report & the audit report will be presented in the November 16, 2023, so that the Board can have an update of where they stand. He and Mrs. Prevetti will work together to make sure payments are met in a timely matter.

**Library District
update, Kelvin
Watson
(Item VII.)**

Ex-Officio Watson shared all of the upcoming Library events.

Mr. Watson started his update by highlighting the event with the Las Vegas Executive Association, which consists of a group of small and large business owners and employees. Mr. Watson presented to the association a few months ago, since then he has noticed an increase in library card signups. Mr. Watson meets with the group Wednesday mornings at 7 am. to keep the partnership strong. Mr. Watson then dove into library book lending machine, which has been added to Sunrise Hospital. In October there will be a ribbing cutting event, similar to the event that was held at the Boulevard Mall. This past June the District Executives attended the ALA awards in Chicago and was awarded the 2023 Library of the Future Award for the second year in a row. Mr. Watson is going for win # 3, for the next ALA awards.

Mr. Watson spoke about the Cox #GetConnected event that kicks off August 18, 2023 at several library locations. The West Charleston Library hosted the main kick off event that featured Congresswoman Susie Lee and a number of other great city elected officials. Mr. Watson passed around the #GetConnected card to the Board members so they had a visual of what was being passed out to the community. Mr. Watson thanked Cox for the great partnership, and that now more people in our community have access to the internet so that everyone can stay connected.

This past summer we had a lot of back-to-school fairs with our partners. Over 1,000 backpacks were given to the community.

August 1st the District celebrated their 1-year anniversary of EmployNV Youth hub program. This is the first youth hub working with Work Force Connections nationwide.

The district is discussing future projects with RTC. Our current RTC partnership has allowed the district to request digital access be added in 400 of their buses. The goal is to extend the program to get access added into the bus terminals, bus stops, and even adding solar to the bus stations. Mr. Watson will update the Board with more programs once things are finalized.

**Development
update, JoAnn
Prevetti
(Item VIII.)**

Director of Development and Government Relations JoAnn Prevetti introduced the Board to her Development team, to provide clarity of what her department focuses on. Mrs. Prevetti provided an update of how many current donors/partnerships Development currently works with. Director Sanders with the Roger Foundation, was thanked by Mrs. Prevetti for her generous donation towards the Foundation programs. For the month of July 2023, the District has brought in almost \$30,000 in the first few weeks of the fiscal year.

Mrs. Prevetti showed the Board donations from the previous fiscal year, so that everyone was able to compare both numbers in order

to see the growth. Mrs. Prevetti then enlightened the board of a recent book donation with a value of \$22,000 to the district, secured by Executive Director Watson. Leslie Valdes will sell the used books in the library book store.

Mrs. Prevetti then shared "continued donors" who enjoy working with the Library District Foundation as they have for a number of years; United Way and Career Online high school are just a couple out of many great donors who are here to stay. Mrs. Prevetti introduced the new program #GetCarded for Health where the district foundation was funded \$25,000 through the National Library of Medicine. Lastly, Mrs. Prevetti thanked the Foundation for continuing to support the Library District tutoring program which kicks off again September 5, 2023.

Books for Babies program (Item IX.)

Last Fiscal year the Foundation approved a \$50,000 donation to fund the Books for Babies program which is set to start January of 2024. The Board reviewed the items that are included in the program and the financial breakdown.

Discussion and possible action on Transfer of Funds from Foundation to District Procedures (Item X.)

Treasurer James requested the district to go over the transfer of fund process for the rest of the Board so that everyone understands the approval process. Mrs. Prevetti explained that whenever the district receives funds that need to be approved; the development department will email Treasurer James for his review and approval. Each transcript will have its own identifier number, she shared a blurb of what to expect to see on the email. Once Treasurer James reviews the document, he will reply all, approved. If the Treasurer has questions, he can respond to the transcript with his concerns so that we can keep record and things are properly addressed. Treasurer James agrees with the process and believes no money will go unseen as long as we continue to keep track and follow the process

Discussion and possible action on Wells Fargo new signatories. (Item XI.)

The original request was submitted in June 2023, then the district was advised that Well Fargo needed all of the documents resubmitted. Now that the documents have been resubmitted, we are waiting to hear back from Wells Fargo that our account is updated. Once the Foundation is notified, the board members will have login credentials to gain proper access to the account. Treasurer James will have a separate Foundation email address so we can send all correspondence there and he can easily access documents that need his attention.

Discussion and possible action on TD Ameritrade new signatories. (Item XII.)

Michelle Wick from TD Ameritrade spoke with the Board and confirmed that the company has received all necessary documents in order to remove previous Board members from the Foundation account. TD Ameritrade are working on getting everyone access to the account and completing name updates so the account reflects the current Board members. Michelle will send out a email between the Board and her CIO at TD Ameritrade to create that "first contact".

Discussion and possible action on 2024 Quarterly Foundation meeting dates. (Item XIII.)

Mrs. Prevetti shared the planned upcoming meetings to start the year of 2024 at 12:00 pm.

- A. Thursday, February 15, 2024 – Quarter 3
- B. Thursday, May 16, 2024 – Quarter 4 annual
- C. Thursday, August 15, 2024- Fiscal Year meeting
- D. Thursday, November 14, 2024- Final meeting of 2024

Chair Hoapili motioned to approve the next meeting dates for 2024, Director Sanders seconded.

Next Meeting Date Scheduled

November 16th, 2023

Public Comment (Item XIV.)

None.

Adjournment (Item XV.)

The meeting was adjourned at Chair Hoapili adjourned the meeting at 12:52 pm. Treasurer James seconded.

