

**MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
October 12, 2023
(Approved November 9, 2023)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Sahara West Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, October 12, 2023.

Present: Board: K. Rogers, Vice-Chair K. Whiteley
E. Foyt J. Jiron
E. Sanchez F. Ortiz
K. Dutkowski C. Shelton

Counsel: G. Welt

Absent: N. Waugh, Chair- Excused K. Benavidez- Excused

Staff: Kelvin Watson, Executive Director
Numerous Staff

Guests: None

The meeting began at 5:03 p.m.

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

Public Comment (Item II.) None.

Agenda (Item III.) Trustee Rogers made a motion to accept the proposed agenda. Trustee Foyt second the motion.

There was no opposition and the motion carried.

Executive Session (Item IV.) Legal briefing regarding potential litigation given by Scott Abbott.

Trustee Ortiz recused himself because he had communication with Nevada Equal Rights Commission and the EEOC.

[Executive Session from 5:06 p.m. to 5:42 p.m.]

Approval of Proposed Minutes of the Regular Board Meeting September 14, 2023 (Item V.) Trustee Whiteley moved to approve the Minutes of the Regular Board Meeting September 14, 2023. Trustee Jiron second the motion.

There was no opposition and the motion carried.

**Chair's Report
(Item VI.)**

Vice- Chair Rogers reported that they conducted the initial library mini retreat with the consultants concerning the collaboration and relationship with the Foundation. Vice- Chair Rogers stated the retreat was very positive. The consultants will do an assessment of both groups and discuss the overlaps or differences to guide to the next step in the process. Voce-Chair Rogers also reported that the Summerlin Fall Festival attendance was over 7,000, which is 2,000 more than last year's attendees.

Vice-Chair Rogers also asked the Trustees to review the 2-24 Board Meeting schedule.

**Library Reports
(Item VII.)**

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

Kelvin Watson, Executive Director highlighted some things from his report. He mentioned having the opportunity to participate in the University of Johannesburg Library in South Africa for their 2023 International Conference, where he served as a panelist for reimagining sustainable libraries. He also discussed the Library District is discussing partnership with the NFL for programming during the Super Bowl in February. Director Watson stated that he had the opportunity to attend the Vegas Chamber Washington DC Fly-In as a part of the Workforce Connections Board. He discussed some of the work done through the Workforce Connections Employee NV Hub and met with congressional delegations to discuss the work being done at LVCCLD. Director Watson also thanked Chair Waugh and Trustee Foyt for accompanying him and staff to the Las Vegas Chamber of Business of the Year luncheon.

Trustee Whiteley thanked Director Watson for being out in the community.

Vice-Chair Rogers asked Director Watson to go over the E-PopUp project with the Downtown Grand Hotel. Director Watson responded that the discussion is to bring the library to more of the community similar to RTC project to provide electronic books to staff and their customers (for a limited time). The MOU is currently being developed to forward to Counsel Welt.

Trustee Sanchez asked if there are numbers to know how the Boulevard Mall Library Machine is doing. Director Watson replied that there aren't specific numbers on the number of books checked out at this time but will gather the information and have a report given. He also mentioned that the project is grant funded and more of an access point to the surrounding community to market the library. Trustee Sanchez asked for a monthly report to know how it is being utilized. Trustee Foyt says she frequents the movie theater that's across from the machine and says she often sees it being used. Trustee Whiteley suggest maybe looking at a quarterly or semi-annual report to be done instead of creating another monthly report for staff to run and the Board to digest.

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

Trustee Ortiz asked if there could be a presentation of the Library District's services to the jails. Leo Segura, Library Operations Director agrees to present at the next Board Meeting.

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

Trustee Sanchez suggested having an annual report to give to the community to advise them what the library is doing- especially for the West Las Vegas project to show what the Library District and Foundation are doing. Director Watson advised Trustee Sanchez that the Library District sends out the KPIs, to demonstrate statistics, programs, and number of card holders. He also explained that they are planning to engage with a Capital Campaign consultant and develop specific data for West Las Vegas Library. Betsy Ward, Branding and Marketing Director. Trustee Sanchez responded the information given was different from what she was asking. She then asked Betsy Ward, Branding and Marketing Director what did she see as the biggest increase from Marketing and branding.- what is drawing people to the library based on marketing. Betsy Ward responded that the scope of the question is large and would have to do research to get give a comprehensive report. She also mentioned the Free to Be campaign and e-mail marketing software Orange Boy are helpful. Trustee Sanchez then asked which is getting the most bang for the buck, which is getting more attributes. Ms. Ward responded that everything the Branding and Marketing team does is a comprehensive approach and it isn't just about one thing over another.

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

No questions.

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

No questions.

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

No questions.

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

No questions.

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

Trustee Ortiz asked about the status of Mt. Charleston Library and if staff is back working. John Vino, General Services Director stated that staff have been moved to Centennial Hills Library. Mr. Vino also mentions that there are two phases for repairs of the library. The first is to manage the infrastructure on the outside of the building to remove 6,000 tons of rocks that was dumped onto the property. Mr. Vino also mentions having to get propane tank replaced and wait until the mountain reopens to the public. Trustee Ortiz asked for the cost spent so far. Mr. Vino answered that the cost

has been less than projected and probably around \$250,000-\$300,000. He also mentions that they are working with FEMA and looking to get most reimbursed through insurance.

Trustee Ortiz also asked if the construction drawings that are scheduled to be done in November will be done on time for West Las Vegas Library. He states that it has gone on too long- 31 months. Mr. Vino responded that it was nine months in May for architectural and says the deadline will be met. He also states they will be going to the City for permits in November.

Trustee Ortiz also asked if the address and signage was changed for Enterprise Library. Trustee Foyt responded that it was done a while back and is on the building.

Trustee Ortiz also asked when the gas tanks at Windmill are scheduled to be replaced. Mr. Vino responded that the tanks are 25 year tanks, that are only 10 years old and get inspected twice a year.

Trustee Sanchez thanked General services for the set up of the Summerlin Fall Festival. She also asked if the Library district will have the money to cover the rising cost for West Las Vegas Project. Mr. Vino responded yes, because they have budgeted for up to 40 plus million for the project without the New Markets Tax Credits.

Trustee Ortiz states that the Board approved 32 million and doesn't want a presentation for anything above 32 million, but want a motion to be given to approve anything above 32 million. Mr. Vino responded that they haven't brought anything to the Board in reference to approval for expenditures. Vice-Chair Rogers says the minutes can be reviewed to confirm and a motion will be brought before the Board to vote on. He also states the Board will educate the new board members to revisit the timeline of key task so everyone is on the same page. Trustee Whitley stated that Mr. Vino has been doing an excellent job with keeping the Board up to date. Vice-Chair Rogers also thanked Mr. Vino for his leadership with the West Las Vegas Project and encourages the Trustees to attend the groundbreaking ceremony in December.

Trustee Sanchez later asked Floresto Cabias, Chief Financial Officer to confirm for the record that there are enough funds, to go up to 40 million if needed as Mr. Vino stated prior. Floresto Cabias confirmed that Mr. Vino was correct and the Library is prepared to pay for the entire cost of the West Las Vegas Library up to 40 million. He stated that Mr. Vino is doing a tremendous job of controlling the cost.

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

No questions.

Trustee Shelton thanked Director Watson for his leadership and the great job he is doing to represent the Library District.

Trustee Dutkowski states she was glad to a part of the Board and looking forward to serving the Library District in any way she can help.

Trustee Jiron commented that she is blown away every time she reads through the reports and is in awe of the creativity of the Library District.

Trustee Sanchez made a motion to accept the Library Reports. Trustee Whiteley second the motion.

**Unfinished Business
(Item VIII.)**

None.

**New Business
(Item IX.)**

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

**Discussion and
possible Board action
to approve the days
of closing for
calendar year 2024.
(Item IX.A.1.)**

Trustee Whiteley wanted to know if it was possible to have programming on some of the closed days for the community that are out of school, although she is aware that everyone would like to be home for the holidays.

Trustee Sanchez asked if the days off are calendared because of what the Union contract stipulates. Director Watson responded yes.

Trustee Sanchez made a motion to approve the days of closing for calendar year 2024. Trustee Jiron second the motion.

There was no opposition and the motion carried
None.

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

**Announcements
(Item X.)**

[Copied from transcript]

TRUSTEE SANCHEZ: I just have a comment if that's okay. At our last meeting, we had to discuss performance evaluations and I know that some of the Board members were not ready to discuss future performance evaluation goals and I feel like that's something that we all need to do as a Board, collectively. And so I'm asking the question to our attorney, how do we go about doing that because some of the Board members were not prepared during that meeting. They did not know that that was part of the meeting. And so what do we do for the future?

COUNSEL WELT: Well, I -- my understanding was the Executive Committee was meeting to come up with a schedule and a calendar and a process. So I guess my response initially would be to wait for that to develop and then see if anything needed to happen in the

interim.

TRUSTEE SANCHEZ: Well, my only concern with that is that's about the process. That's not the actual goals for the year. And then -- unless that is also included and why would the whole Board not be involved when the whole Board was involved in the performance evaluation? That's my question.

COUNSEL WELT: Well I think it's just going to be a proposal. It's not going -

MR. SERPICO: Right.

COUNSEL WELT: -- to the whole Board.

Right. For the record, Jeffrey Serpico and I don't want to -- Director of HR. I don't want to speak for Chair Waugh, but I believe the process and the draft of goals was going to be discussed at that meeting and also the evaluation format going forward and then that would come to the Board after that. Yeah.

TRUSTEE SANCHEZ: So would the Board be able to input what they believe should be for the goals. Would they be able to input the goals or is that exclusively to the Executive Committee? I'm trying to understand.

MR. SERPICO: I think that's part of the process that's going to be --

VICE-CHAIR ROGERS: Input from all the Board.

MR. SERPICO: Input from all. But we're formalizing that process with that in that meeting is going to be said, I believe it was.

VICE-CHAIR ROGERS: Yeah. And so the gist of the process, as I understand it, from speaking with the Trustee Waugh is that we would -- Executive Director Watson will present his proposed goals and then we would have an opportunity to review those goals together and make recommendations and adjustments so that we leave with agreed upon goals between the Board and Executive Director Watson.

TRUSTEE SANCHEZ: Do you have a time frame of when that will happen?

VICE-CHAIR ROGERS: I don't have all those details. But we can certainly -- I can get with Trustee Waugh to make sure that we send that out so that we're all on the same page and operate under the same understanding on what the scope of the work is going to be and the timeline in which it's going to occur.

TRUSTEE ORTIZ: Mr. Chairman, I'm thoroughly confused. Mr. Watson works for the Trustees; he's our only employee. We set the goals for him, not the other way around. And then he did a great job of -- you know, I voted to give him a raise this past year, but we set the goals, our expectations. We set the agenda and then he goes out to see how he can get that accomplished.

TRUSTEE TURNER WHITELEY: Yeah, I think we're clear on. I think it's --

VICE-CHAIR ROGERS: Yes, I don't think there's -- TRUSTEE ORTIZ:

I'm sorry --

VICE-CHAIR ROGERS: No one no one's debating that. TRUSTEE ORTIZ: Permission -- can I have the floor? So I just want to make sure that -- thank you very much. I didn't mean to cut you off but let me finish. And so I just want to make sure that's real clear because the staff works for Mr. Watson and then we just want to make sure that we're doing the right thing. And if you can lastly put a time frame on it for December so that we don't wait because this evaluation was six months late. Okay. Thank you so much.

TRUSTEE SANCHEZ: Are we hope -- and that so -- you -- yeah. I guess that's the question; you'll get back to us on the timeline.

VICE-CHAIR ROGERS: Yes, we will send it out. TRUSTEE ORTIZ: Thank you.

The Finance and Audit Committee meeting will be held on Monday, November 6, 2023 at 3:30 pm via zoom.

The November Board meeting will be held on Thursday, November 9, 2023, at 5:00pm. Location: Centennial Hills Library, 6711 N Buffalo Drive, Las Vegas, NV 89131.

West Las Vegas Library Groundbreaking Ceremony will be held on December 11, 2023 at 10:00am. Location: 1861 North MLK Boulevard, Las Vegas, NV 89106.

The December Board meeting will be held on Thursday, December 14, 2023, at 5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Road, Las Vegas, NV 89101.

None.

**Public Comment
(Item XI.)**

**Adjournment
(Item XII.)**

Vice- Chair Rogers adjourned the meeting at 6:28 p.m.

Respectfully submitted,

Jennifer Jiron, Secretary

2023 ATTENDANCE

2023		January 19 Regular Board Mtg	February 9 Regular Board Mtg	February 23 Finance and Audit Comm. Mtg	March 9 Regular Board Mtg	April 4 Special Board Mtg	April 12 Finance and Audit Comm. Mtg	April 20 Regular Board Mtg	May 18 Regular Board Mtg	June Nominations Comm. Mtg	June 1 Regular Board Mtg	June 28 Special Board Mtg	July - Finance and Audit Comm. Mtg-	July 13 Risk Management Comm. Mtg	July 13 Regular Board Mtg	AUGUST	September 7 Finance and Audit Comm Mtg	September 14 Regular Board Mtg	October 12 Regular Board Mtg	November 1 Executive Comm. Mtg	November 6 Finance and Audit Comm. Mtg	November 9 Regular Board Mtg	December 14 Regular Board Mtg	
Benavidez	Kelly	A-E	P	P	P	P	P	A	P	P	P	P		P	P		A-E	P	A					
Foyt	Elizabeth	P	P		P	P		P	P	P	P	A-E		P	P		A-E	P	P					
Meléndrez (Term ended 9/8)	José	P	P		P	P		A	P	P	P	P		P	P									
Ortiz	Felipe	P	P		P	P		P	P	P	P	P			A-E		A	A-E	P					
Wilson (Term Ended 5-15-2)	Brian	P	P	P	P	P		P	P															
Rogers	Keith	P	P	P	P	P	P	P	P		A-E	A-E			P		P	P	P					
Waugh	Nathaniel	P	P	P	P	P	P	P	P	P	P	P		P	P		P	P	P					
Jiron	Jennifer	P	P		P	P	P	P	P	P	P	P		P	P		A-E	P	P					
Turner Whiteley	Kate	P	P		P	A		P	P	P	P	A-E			P		P	P	P					
Sanchez (Term Began 5-15)	Elaine								P		P	P		P			A-E	P	P					
Dutkowski (Term Began 7/19)	Karen																							P
Shelton (Term Began 9/19)	Chris																							P

P	Present
A-E	Excused Absence
A-U	Unexcused Absence
	attended Committee meeting but not a member
X	Term Ended/ New