

MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
April 11, 2024
(Approved May 23, 2024)

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Mesquite Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, April 11, 2024.

Present:

Board:	N. Waugh, Chair	K. Whiteley
	B. Rogers	F. Ortiz
	K. Dutkowski	E. Foyt
	C. Shelton	K. Benavidez
	J. Jiron	E. Sanchez
Counsel:	G. Welt	
Absent:	None	
Staff:	Kelvin Watson, Executive Director	
	Numerous Staff	
Guests:	None	

The meeting began at 5:00 p.m.

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

Public Comment (Item II.) None.

Agenda (Item III.) Trustee Whiteley made a Motion to accept the proposed agenda. Trustee Sanchez seconded the Motion.

There was no opposition and the Motion carried.

Approval of Proposed Minutes of the Finance and Audit Committee Meeting on February 12, 2024; Trustee Sanchez mentioned that that the March 14 meeting minutes listed Trustee Whitley as present and she was absent. Trustee Whiteley confirmed she was absent.

Special Board Meeting on February 28, 2024; Naming Committee Meeting on March 14, 2024; and Regular Board Trustee Dutkowski made a Motion to approve the Minutes of the Finance and Audit Committee Meeting on February 12, 2024; Special Board Meeting on February 28, 2024; Naming Committee Meeting on March 14, 2024; and Regular Board Meeting on March 14, 2024 with correction. Trustee Jiron second the motion.

There was no opposition and the Motion carried.

**Meeting on March 14,
2024.
(Item IV.A.)**

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

Chair Waugh stated that a big reason for the Board meeting being at Mesquite Library was to honor Trustee Sandra Ramaker. He acknowledged her husband, Doug Ramaker. He also acknowledged Mayor Littman and Councilman Boger for being present. Chair Waugh opened the floor for the members of the Board of Trustees to share words about Trustee Ramaker.

Trustee Dutkowski:

Well, I called her Sandy. Most of you called her Sandra, but I called her Sandy, and she was a good friend of mine. Besides being a very good Councilwoman for the city, she loved Mesquite. She loved people. She was always happy to meet people and do things for the city. And she was just an awesome person and I miss her terribly.

Trustee Foyt:

I knew Sandra through her service on the Board. She would fight the traffic and get to our meetings no matter where we were in the valley. And sometimes since we, Las Vegas in particular, seems to be the land of orange cones these days, it was quite a challenge, but she persevered and she was a great presence, very steady voice on the Board and as Karen has said, she'll be missed and is missed. Thank you.

Trustee Jiron:

I worked with Sandra for just a short time on the Board. During our time together, when I came onto the Board, she was just very welcoming, very positive. She came to every meeting, no matter how far away it was and just always had, you know, words of support and help for me as a newcomer on the Board at the time. I just have wonderful, positive feelings towards her and we definitely miss her on the Board.

Trustee Ortiz:

Mayor, and to the family, Trustee Sandra really understood libraries. She believed in her community. She really did a lot -- after she took over for Randy Ence, she really helped Mesquite and promote Mesquite, and did a lot just overall. She was a thinker, made sound decisions and I'm very proud to have been on the Board of Trustees with her at that time. And you know, life calls, God calls. She'll surely be missed. I know she's missed by the family, but we miss her too and miss her sound advice. Thank you very much. Thank you for being here with us.

Trustee Sanchez:

I'm new to the Board and so I didn't get to work with Sandra, but I've heard amazing things about how she was a fighter for Mesquite and how she was always willing to help, as long as she was helping her community. I talked to County Commissioner Marilyn Kirkpatrick, and she told me what an amazing woman she was and how she helped develop this area and was a big part of this Board. So I just wanted to offer my condolences and thank you for coming and I'm very, very happy to be here to recognize her because she is an amazing person. Thank you.

Trustee Whiteley:

I think Trustee Jiron said it really well; we joined the Board at around the same time. And what I love the most about working alongside Sandra was her willingness to reach out and ensure that people felt welcome, that she was willing to share her experience and her knowledge in a way that made us all stronger and make us all better. I think it's rare that a person takes those extra steps and that extra time to reach out with the only desire being to make the Board a stronger unit and better functioning. I'm sad that I'm not there tonight. I drive through and stop in Mesquite often and was looking forward to doing a Mesquite meeting when Sandra was still a part of our Board, so I'm sad that I'm not there tonight as you guys celebrate in her honor, but she was a special lady and I'm thankful for the time that I got to spend in her orbit.

Trustee Benavidez:

Oh, my God. What can I say about Sandy? She was such a great lady. Just a sweet demeanor, but she knew what she was talking about and she always did her homework and I love that about her. I love that she loved Mesquite and always talked very highly about it. I always got to talk to her when my son would play in Mesquite, and I'd be all excited to let her know that I was in her hometown, in her backyard and she was excited to hear my stories about my thoughts on Mesquite. And so I'd like to thank her family for sharing her with us and truly she'll be missed.

Trustee Rogers:

Yes, I would say similar to what my fellow Trustees said who are newest to the Board. I met Sandy through the Board and she personally reached out to me to welcome me and to answer any questions I may have had, you know, and I just remember, she was always committed to doing whatever it took, serving in whatever capacity to make the library system successful. And I know she was deeply dedicated, as evidenced through her always driving to our locations in Las Vegas from Mesquite and I will certainly miss her. And I also

thank the family for loaning her -- lending her to us, you know, to serving as a Trustee in the Library.

[Chair Waugh, Trustees, and Director Watson presented a plaque to Mr. Ramaker.]

Director Watson:

So I just wanted to say, you know, I talked to Trustee Ramaker before every Board meeting. She certainly helped me become acclimated to Mesquite. I think I was probably here four times in the first three months of my tenure, a lot, and presented to the City Council. And so I certainly miss her because again, I spoke with her often, probably every other week for a while. And yeah, so I also wanted to -- for her service to the Board give you Las Vegas-Clark County Library District coin on behalf of the Library District and the Library staff.

Mayor Littman:

Sandra was my appointment. I pick the best and I picked Sandra and I knew she'd do an excellent job. I knew Trustee Ence for many, many years, of course and when the new library came in and knew that Trustee Ence was going to retire from it, you know, I got a challenge ahead of me now because this is -- it's an important position; people don't realize that. I said, you know -- and it's mostly in Las Vegas and other places and it's difficult sometimes when you live in Mesquite to do this. You just can't hop in the car and say I'll be there right away because with the traffic it doesn't work that way. And Sandra was always ready to go; any problem, no problem. I'm on the way. And again she did a fabulous job. Not much else I can say about it. I miss her terribly. I sat next to her on the City Council for a long-time. She did a fabulous job there. My next appointment, I think will do a fabulous job with you, and I know she does. Trustee Dutkowski. As I said, I think I know how to pick him. I do a good job. I pride myself on that. We miss her terribly.

Councilman Boger:

Sandy, you know, I didn't really know Sandy a lot until I started campaigning for Council and on national politics, we were completely the opposite. When it came to Mesquite, we were in lockstep. Sandy was a very sweet lady and I miss being on the Council with her and Councilwoman Dutkowski. We were able to accomplish a lot for this community, making our schools safer. She was about as kind-hearted of a person as you'll ever meet and that's how I remember her. It's less of being on Council, it's more of the phone calls we spend talking about everything going on in town and talking about the families and talking good stuff about Doug, of course. But I miss her terribly and I'm -- I know I'm better for having known her.

**Library Reports
(Item VI.)**

**Executive Director's Report
(Item VI.A.)** Executive Director Watson reported that he attended the Public Library Association Conference in Columbus, Ohio. He also stated that several staff members attended along with Trustee Foyt and Trustee Shelton. He mentioned sharing updates of the Library District to the different panels he was apart of. Director Watson thanked everyone for coming to Mesquite and thanked staff for the planning and preparations of the meeting.

**Library Operations, Security Reports and Monthly Statistics
(Item VI.A.1.a.)** 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.)** No questions.

**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.)** No questions.

**General Services Report
(Item VI.A.3.b.)** No questions.

**Human Resources Report
(Item VI.A.3.c.)** No questions.

**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 appoint the East Las Vegas QALICB, Inc., Mesquite QALICB, Inc., and West Las Vegas QALICB, Inc. Boards of Directors.
(Item VIII.B.1.)**

Floresto Cabias, Chief Financial Officer reported in 2017, the Library District began participating in the Federal New Markets Tax Credit program, which provided funding to help build the East Las Vegas Library and the Mesquite Library, and supported construction costs. In March 15 of 2024, staff secured funding for the West Las Vegas Library. And as part of the program, the District created three nonprofit corporations known as Qualified Active Low-Income Community Businesses, known as QALICBs and the QALICBs support the Library District by acquiring the new libraries, then leasing them back to the Library District to operate. Each year, the Board of Trustees appoints the Directors of the QALICB Governing Boards and two of these Directors must be independent, meaning they are not Officers, Directors, Trustees or Employees of the Library District, the Library District Foundation, or any other affiliate of the QALICB, the District or the Foundation. Three Board Directors shall be appointed from nominees who are current or former employees, officers, or trustees of the Library District or employees, officers, or directors of the Library Foundation. The District's practice is also to appoint the Library's Chief Financial Officer as the Governing Board's president. Based on these requirements, the proposed Directors for the East Las Vegas QALICB are Floresto Cabias as President, Trustee Dutkowski as Secretary/Treasurer and Directors Mo Denis, Michael Saunders, and Trustee Ortiz. For the Mesquite QALICB Floresto Cabias as President, Trustee Dutkowski as Secretary/Treasurer, and Directors Tim Wong, Michael Saunders, and Chair Waugh. For the West Las Vegas QALICB again, Floresto Cabias, President, Secretary Jiron as Secretary of the West Las Vegas QALICB, Vice Chair Rogers as Treasurer and Directors Mo Denis and Michael Saunders.

Trustee Rogers made a Motion to appoint the slate of officers and directors detailed above to the East Las Vegas QALICB, Inc., Mesquite QALICB, Inc., and West Las Vegas QALICB, Inc. Boards of Directors. Trustee Sanchez second the Motion.

There was no opposition and the Motion carried.

Discussion and possible Board action to approve the process for naming opportunities and

[Chair Waugh read Agenda Item VIII.B.2. into the record.]

Chair Waugh explained that he met with Councilman Boger at a Community Education Advisory Board meeting and there was a desire in the community to honor Trustee Ramaker at the Mesquite Library. He was then told that the

**plaque recognition
for non-funded
donors.
(Item VIII.B.2.)**

existing naming policy did not provide opportunities for non-financial donors to be recognized. This policy is for the Board to consider name rooms or spaces for individuals in the libraries through a review process by the Executive Director, Naming Committee, and Board of Trustees for contributions to the community and the library system who may not necessarily have contributed financially.

Trustee Sanchez said she read the minutes from the meeting and asked will there be a wall space or a room for the plaques. Director Watson responded that it will depend on the location and the Naming Committee will decide and bring it to the Board of Trustees. The specifics have not been determined until it comes up for discussion. Trustee Sanchez then suggest the Board designate a wall for each Library to have a distinction from those that may want to purchase a room. Director Watson responded that if given direction, he will work with General Services Director and General Services team to identify a location in every library to designate a wall that will be shared with the Board of Trustees. Chair Waugh explained that this is in the sphere of the Naming Committee and with the Director of Development. Trustee Sanchez says she would like to see the separation of those that are recognized and not paid from those that are. Chair Waugh explained that he understands her comments and says the agenda item enables the Naming Committee, Executive Director, and General Services to identify those locations. Trustee Ortiz stated that he agrees with picking out a wall because it will offend a lot of people. He suggests to have them all in one place as opposed to getting mired in. He agrees the process is good and only thing that needs to be added to this motion is that the Director and General Services figure out a wall that would be a better place to honor individuals. Chair Waugh asked if either of them would like to make a motion to refer it back to the Naming Committee to make a change because it will be a process change and the committee reviewed the language. Trustee Ortiz stated that the motion is for the Board and the whole Board makes a decision on the motion. Trustee Rogers explained that the Naming Committee is submitting a process for the Board to consider in the motion so if the Board is not prepared to vote on the motion, it would go back to the Naming Committee to devise a revised motion to bring back to the Board. Trustee Ortiz moved to have the motion tabled and recommend the Naming Committee designate a wall by the director and staff to come back to the Board for final approval. Trustee Sanchez asked Counsel Welt if the Board can't make a change to the policy. Counsel Welt explained that Trustee Rogers was correct and this is a policy recommendation. When adding a caveat to it, it is changing and the public needs an opportunity to comment on it, so the appropriate move is to table the motion for the Committee to bring back a revised motion if they so choose. Trustee Benavidez second the motion.

There was no opposition and the Motion carried.

**Executive Session
(Item IX.)**

None.

**Announcements
(Item X.)**

50th Anniversary of West Las Vegas Library: 70's Celebration will be on Wednesday, April 24, 2024 at 6:30pm.

The May Board meeting will be held on Thursday, May 23, 2024, at 5:00pm. Location: Windmill Library, 7060 W Windmill Lane, Las Vegas, Nevada 89148.

The June Board meeting will be held on Thursday, June 13, 2024, at 5:00pm. Location: Centennial Hills Library, 6711 N Buffalo Dr, Las Vegas, Nevada 89131.

The July Board meeting will be held on Thursday, July 11, 2024, at 5:00pm. Location: Rainbow Library, 3150 N Buffalo Dr, Las Vegas, Nevada 89128.

Chair Waugh stated that a draft evaluation form for Director Watson was sent out to the Board of Trustees and said he did not receive any comments. He asked if there were any comments. If no comments, it will be the form used for Fiscal Year 25. Trustee Sanchez responded that she thought it was going to be discussed as a Board. Chair Waugh explained that he will take the feedback and have Mr. Serpico make the adjustments. Trustee Ortiz stated they need an evaluation for the Director because he is employed by the entire Board. He said having it come to the Chair mutes and limit the opinion. He states the process is to have a full discussion with the entire Board and he requested a special meeting for the discussion on the evaluation. Chair Waugh responded that he will work with Mr. Serpico to schedule the special meeting.

Chair Waugh asked if anyone would like to be appointed to the Nominations Committee to let him know.

Trustee Ortiz thanked Director Watson and Matt McNally for co-sponsoring the Nevada Women's Forum with the Federal EOC and the Nevada Equal Rights Commission at the Whitney Library.

Trustee Benavidez asked if invitations to the West Las Vegas Library Celebration were sent out. Director Watson responded that it was a regular program for the community, not an invite event. Trustee Benavidez stated she hasn't seen an open flyer to the community so she assumed maybe it was by invitation. Betsy Ward, Branding and Marketing Director explained a flyer was done and it's been advertised at all the branches for about three weeks. She mentioned it was also added to the Library Highlights.

Trustee Sanchez stated she went to the Mystic Fair and it was fantastic. She gave a shout out to Theron, Carla, and all staff that worked the event.

Chair Waugh wished Laughlin Library a Happy 30th Anniversary and reminded everyone of the District's Customer Appreciation Day on April 25, 2024.

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

**Adjournment
(Item XII.)** Chair Waugh adjourned the meeting at 5:41 p.m.

Respectfully submitted,

Jennifer Jiron, Secretary

2024 ATTENDANCE

		2024	January 11 Regular Board Mtg	February 12 Finance and Audit Comm. Mtg	February 15 Regular Board Mtg	February 28 Special Board Mtg	March 11 Naming Committee Mtg	March 14 Regular Board Mtg	April Finance and Audit Comm. Mtg	April 11 Regular Board Mtg	May 6 Special Board Mtg	May 23 Regular Board Mtg	June 13 Regular Board Mtg	June 13 Nominations Comm. Mtg	June 13 Risk Management Comm. Mtg	July 11 Regular Board Mtg	AUGUST	September Regular Board Mtg	September Finance and Audit Comm Mtg	October 12 Regular Board Mtg	November Regular Board Mtg	November Finance and Audit Comm Mtg	December 14 Regular Board Mtg	December 12 Regular Board Mtg
Waugh	Nathaniel	P		P	P	P	P	P																
Rogers	Keith	A	P	A-E	A-E	P																		
Jiron	Jennifer	P	P	P	P			A-E																
Turner Whiteley	Kate	P	P	P	P			A-E																
Foyt	Elizabeth	A-E		P	P			P																
Ortiz	Felipe	P		P	P			P																
Benavidez	Kelly	A-E	P	P	P	P	P	P																
Sanchez (Term Began 5-15-23)	Elaine	P		P	P			P																
Dutkowski (Term Began 7/18/23)	Karen	P	P	P	P	P	P	P																
Shelton (Term Began 9/19/23)	Chris	P		P	A-E	P	P	P																

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