

**MINUTES  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES' MEETING  
LAS VEGAS, NEVADA  
March 14, 2024  
(Approved April 11, 2024)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Windmill Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, March 14, 2024.

**Present:** Board: N. Waugh, Chair K. Benavidez  
B. Rogers F. Ortiz  
K. Dutkowski E. Foyt  
C. Shelton

Counsel: G. Welt

Absent: J. Jiron K. Whiteley

Staff: Kelvin Watson, Executive Director  
Numerous Staff

Guests: None

The meeting began at 5:02 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 Benavidez made a Motion to accept the proposed agenda. Trustee Shelton second the Motion.

There was no opposition and the Motion carried.

**Approval of Proposed Minutes of the Regular Board of Trustees Meeting on February 15, 2024. (Item IV.A.)** Trustee Benavidez made a Motion to approve the Minutes of the Regular Board of Trustees Meeting on February 15, 2024. Trustee Foyt second the Motion.

There was no opposition and the Motion carried.

**Chair's Report (Item V.)** Chair Waugh reported that a new evaluation form for the Executive Director is in the works and will be presented to the Trustees.

Congressman Steven Horsford, Congressional District 4 of Nevada thanked Executive Director Kelvin Watson and the entire Las Vegas- Clark County

Library District for the tireless efforts and work on behalf of Nevadans. He mentions he is excited about the new West Las Vegas Library project and was proud to help secure some additional money through the community project funding process that the Library District submitted to his office. He announced that he was able to secure \$500,000 for the building of the historic Westside Library. He says she he was younger; the West Las Vegas Library has been a facility he personally benefited from. With its comprehensive collection of books, high speed internet access and diverse educational programs, the historic West Side Library will serve as a lifeline for students, families, and individuals eager to expand their horizons and to pursue their dreams.

[Congressman Horsford presented check to Executive Director and Board of Trustees].

**Executive Session  
(Item IX.- Moved up  
on Agenda)**

Trustee Benavidez made a Motion to go into Executive Session. Trustee Foyt second the motion.

There was no opposition and the Motion carried.

[Executive Session from 5:13 p.m. to 6:05 p.m.]

**Library Reports  
(Item VI.)**

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

Executive Director Watson reported that each year the American Library Association honors the development and implementation of innovative programming with this Library of the Future award. The ALA honored the Library District with the Library of the Future award in 2022, for the Anywhere Library program with the RTC and then again in 2023, for the Cell Phone Lending program, which was back-to-back; a first in ALA. Another first in ALA history, The Library District will be receiving the ALA Library of the Future award for the third year in a row for 2024. The ALA selected the Library District for its community-focused programs, which we submitted in this year's entry. The Cox Wi-Fi program, the Book Vending Machines at the Boulevard Mall and Sunrise Children's Hospital and the Family Libraries and Resources that we created in partnership with Hope for Prisoners and Casa Grande Transitional Housing and Re-Entry Center. Director Watson thank the Library District's staff for their hard work and dedication the customers.

[Director Watson shared a video presentation for the following events]:

Video 1- Our Lil' Learners Kits were founded by Enterprise Branch Manager Marie Lynam. These boxes were specially designed by the Branding and Marketing team and are filled with board books and interactive materials to promote early literacy and learning for children who attend Storytimes at the Enterprise Library. Each month The Lil' Learners Kit features a different thing. Development Director JoAnn Prevetti connected the program with the funder, Mr. Roger Jones, who's the owner of vegastickets.com, and he has promised and dedicated to fund the program, which he's already started for the next three years.

Video 2- The Sunrise Children's Hospital Book Vending Machine helps the Library District's mission to bring library services out into the community where people gather. This new vending machine will provide young patients and their caregivers with the moments of joy that reading together can provide, and it will give busy hospital staff a welcome break to escape into a world of imagination. This is the second book vending installation, the first vending machine is known as The Library at the Boulevard Mall, this vending machine is known as The Library at the Sunrise Children's Hospital.

Video 3- Barbershop Books NFL kickoff event that took place at the Clark County Library. This is yet another fantastic partnership. This program brought us together with the NFL, the NFL Foundation, Microsoft, and the Barbershop Books program, which trains barbers to engage with youth to inspire the joy of reading while waiting for their appointments and while sitting in the chair. As part of this partnership, Microsoft also donated \$100,000 in hardware and software to the Library District, including Minecraft-Education Edition software and professional library staff development, to enable the District to incorporate the Minecraft into digital literacy programming. Currently there are 10 barbershops partners recruited.

Video 4- The West Las Vegas Library Groundbreaking that took place on February 27th. The Library District was extremely proud to announce the start of construction on the new expanded location of our West Las Vegas Library, which is celebrating 50 years of service to the Historic Westside. At more than 41,000 square feet, this new building will more than double the available space for this diverse community and provide expanded learning, cultural and civic opportunities for all ages.

Trustee Benavidez asked if "Our Lil' Learners' will be expanding to other library branches. Director Watson replied that it is still a pilot program similar to the "My First Library" that was also launched, but will be considered to expand it. No decision has been made as of now.

**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.)**

Trustee Ortiz had a question for John Vino, General Services Director on page 125 of his report. He thanked him for the numbers provided and asked if there were attorney fees. Mr. Vino responded that legal fees are listed. Trustee Ortiz asked if the fees for the QALICB would be separate. Mr. Vino responded that it is not on his project but could be added in. The legal fees are part of the QALICB fees. Trustee Ortiz then asked if the numbers were included in the Agenda Item. Mr. Vino answered that it is a little higher than anticipated and the number have been accounted for and expensed out, except for the furniture. It won't be coming out of future budgets. Trustee Ortiz explains the reason he asked is to help bring in money for anyone that is watching and would like to help move the project forward.

**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 regarding authorization to extend the appointment of the District's current auditor, HintonBurdick, CPAs and Advisors, for one year, for the fiscal year ending June 30, 2024. (Item VIII.B.1.)**

Floresto Cabias, Chief Financial Officer reported that under NRS 354, the Board of Trustees must designate the Library District's auditor each year and in February 2022 the Board approved HintonBurdick as the auditor and they performed the audit of the District's financial statements for Fiscal Year 2022 and 2023. For Fiscal Year 2024, HintonBurdick is proposing a fee of \$62,750, which is less than a 5 percent increase from the prior year. And based on that proposed fee, based on HintonBurdick's credentials and their performance over the last two audit years, staff is recommending that the Board authorize staff to sign an agreement with HintonBurdick for auditing services and to designate HintonBurdick as the District's auditor for Fiscal Year 2024.

Trustee Ortiz asked if the four-year contract already end and if this will start a new four-year contract. Mr. Cabias responded that the Board approved a five-year contract in 2022, and this will be the third year out of five. Trustee Ortiz asked in the price will go up beginning with the fourth year and if this was extending the contract out longer than five years. Mr. Cabias explained that the first year of 2022, with four extensions. This is the third year of extension and the fees are discussed with the auditors each year. This year it was a less than 5 percent increase based on the discussions. Mr. Cabias says this will not extend the contract and the contract will be brought to the Board again for a multiyear agreement.

Trustee Sanchez needed more understanding and asked how the contract worked. Mr. Cabias explained that because of the cost of services that rise each year, that's discussed with the auditors every year and then presented to this Board. This discussion determines the not-to-exceed limit and presented to the Board while asked for the approval to designate the auditor. Trustee Sanchez then asked when Mr. Cabias did his original contract, it wasn't to exceed what amount? Mr. Cabias did not have the amount at hand and stated that those fees were for that particular year and was negotiated or discussed with the auditor each year. Trustee Sanchez then asked if he knew what it was the year prior to that. Mr. Cabias responded the year prior for 2023 was \$59,930 total and didn't have the prior year at hand. Trustee Sanchez asked to have it sent to her to see the increase are each year. Mr. Cabias agreed to send the number to Director Watson for the Board.

Trustee Ortiz made a Motion to authorize staff to sign the agreement to appoint HintonBurdick, CPAs and Advisors, for auditing services for the fiscal year ended June 30, 2024. Trustee Benavidez second the Motion.

There was no opposition and the Motion carried.

**Discussion and possible Board action regarding contract award for replacement of the fire detection and alarm system at the**

**[John Vino, General Services Director read Agenda Item VIII.B.2. into the record].**

Trustee Benavidez asked what the lifespan of a system like this. Mr. Vino responded the life pan is about 20 years. Sometimes the UL listing goes out a little earlier. Some lens was hit by lightning, so that's a little earlier and said the Summerlins' and Rainbows' are probably the original, so they're a

**Rainbow, Summerlin and Spring Valley Libraries.  
(Item VIII.B.2.)**

little older.

Trustee Ortiz asked if the new systems being installed meet the newest building codes. Mr. Vino responded that it is part of the requirements of the permit.

Trustee Ortiz made a Motion to authorize staff to award a contract to replace the fire detection and alarm system at the Rainbow, Summerlin and Spring Valley Libraries, in accordance with Bid No. 24-06 to Communication Electronic Systems(CES) for the amount of \$251,300. Trustee Benavidez second the Motion.

There was no opposition and the Motion carried.

**Discussion and possible Board action regarding contract award for renovations and flooring replacement for the Enterprise Library.  
(Item VIII.B.3.)**

**[John Vino, General Services Director read Agenda Item VIII.B.3. into the record].**

Trustee Benavidez asked if there was timeline of how long it will take. Mr. Vino responded that permits are ready to be picked up and will give them notice to proceed if approved. Mr. Vino also mentioned they will be meeting tomorrow to do a project kickoff, if approved. The project will probably be 60-90 days, subject to availability of carpet and other materials.

Trustee Ortiz made a Motion to authorize staff to award a contract for renovations and flooring replacement for Enterprise Library in accordance with Bid No. 24-07 to KOR Building Group, LLC, for the amount of \$577,762.00; and to authorize staff to award the contract to the next lowest responsive and responsible bidder if KOR Building Group, LLC, fails to comply with the contract documents and construction specifications or fails to execute the contract. Trustee Benavidez second the Motion.

There was no opposition and the Motion carried.

**Discussion and possible Board action regarding approval to purchase vehicles from Ford Country and Findley Chevrolet at previously bid contract rates of the State of Nevada (Bid No. 8475).  
(Item VIII.B.4.)**

**[John Vino, General Services Director read Agenda Item VIII.B.4. into the record].**

Counsel Welt pointed out the ownership paper was not attached and wasn't sure if it mattered since it's a state contract. Mr. Vino responded that he didn't bid it and doesn't have it. Trustee Ortiz said he was satisfied with not having ownership info attached since the state of Nevada got the cheaper bid.

Trustee Ortiz explained to the general public that Mr. Vino reported they ran a vehicle from 2001 to now and a 2004 vehicle to now and is pretty good. Mr. Vino explained they run a 15-year cycle when replacing vehicles. These vehicles were scheduled to be replaced prior to COVID and then it's just been kind of a struggle to get and find vehicles that met the District's needs.

Trustee Sanchez asked if the State dictates what amenities are going to be in the vehicle since it is a state contract. Mr. Vino responded that was correct. Mr. Vino said these vehicles Findley had purchased on spec and the District

accepted the amenities that came with the vehicle that was already on the lot. Trustee Sanchez then asked if Mr. Vino ordered enhancements of audio speaker or anything like that. Mr. Vino responded that is how the vehicle came. He also pointed out that the description can be misleading because the enhanced audio it is referencing is the backup cameras and security cameras.

Trustee Ortiz made a Motion to approve the purchase of two (2) vehicles from Findley Chevrolet at the previously bid contract rates of the State of Nevada (Bid No 99SWC-NV21-8889) in the amount of \$125,217.07. Trustee Benavidez second the Motion. Trustee abstained from the vote.

There was no opposition, all of the Board were in favor of the Motion and the Motion carried.

**Discussion and possible Board action regarding contract award for construction materials testing and observation services during construction of the West Las Vegas Library. (Item VIII.B.5.)**

**[John Vino, General Services Director read Agenda Item VIII.B.5. into the record].**

Trustee Ortiz made a comment that this probably the most important part because they won't have a Miami Beach collapse of a condo here. All materials are tested and the purpose of the money- to reassure that the right materials are correct for the weather and ground for the public.

Trustee Ortiz made a Motion to authorize staff to award a contract to AZTECH Inspections and Testing not to exceed \$310,470 plus authorized reimbursable expenses, for construction materials testing and observation services during construction of the West Las Vegas Library, subject to review by Counsel. Trustee Benavidez second the motion.

There was no opposition and the Motion carried.

**Executive Session (Item IX.)**

None.

**Announcements (Item X.)**

The April Board meeting will be held on Thursday, April 11, 2024, at 5:00pm. Location: Mesquite Library, 121 W 1st N St, Mesquite, Nevada 89027.

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.

Trustee Foyt mentioned that on Saturday, March 23rd at the West Charleston Library, there will be a live taping of a podcast and broadcast as called the Women Who Saved History. It's a podcast celebrating Nevada women who preserved Nevada state's history. It's free, starts at 3:00, and

open to everyone.

**Public Comment  
(Item XI.)**

None.

**Adjournment  
(Item XII.)**

Chair Waugh adjourned the meeting at 6:55 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 6 Regular Board Mtg	June 13 Nominations Comm. Mtg	June 13 Risk Management Comm. Mtg	July 11 Regular Board Mtg
		<del>AUGUST</del>	September Regular Board Mtg	September Finance and Audit Comm Mtg	October 10 Regular Board Mtg	November Regular Board Mtg	November Finance and Audit Comm Mtg	December 12 Regular Board Mtg
Waugh	Nathaniel	P		P	P	P	P	
Rogers	Keith	A	P	A-E	A-E	P	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	
Sanchez (Term Began 5-15-23)	Elaine	P		P	P		P	
Dutkowski (Term Began 7/18/23)	Karen	P	P	P	P	P	P	
Shelton (Term Began 9/19/23)	Chris	P		P	A-E	P	P	

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