

**MINUTES  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES' MEETING RISK MANAGEMENT COMMITTEE MEETING  
LAS VEGAS, NEVADA  
JUNE 13, 2024  
(Approved on September 12, 2024)**

The Board of Trustees' Risk Management Committee of the Las Vegas-Clark County Library District met via Zoom, on Thursday, June 13, 2024 at 4:00 p.m.

**Present:** Committee: J. Jiron, Chair N. Waugh, ex officio  
K. Dutkowski  
Board: E. Foyt F. Ortiz  
E. Sanchez  
Counsel: G. Welt  
Guest: Jennifer Fry, USI Representative  
Staff: Kelvin Watson, Executive Director  
Numerous Staff

Chair Jiron called the meeting to order at 4:00 p.m.

**Roll Call** All members listed present above represent a quorum. Appendix A.

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

**Agenda (Item III.)** Trustee Benavidez, made a Motion to accept the proposed agenda. Trustee Shelton seconded the Motion.

There was no opposition and the Motion carried.

**New Business (Item IV.)**

**Discussion and possible Committee action regarding the appointment of a Broker of Record for the District's property and casualty insurance coverage. (Item IV. A)** [John Vino, General Services Director read Item IV.A. into the record.]

Trustee Waugh made a Motion to recommend to the Board of Trustees to appoint USI as Broker of Record for property and casualty insurance coverage for the policy year commencing on July 15, 2024 and to authorize staff to extend the appointment in subsequent years' subject to the Broker continuing to meet performance standards outlined in the Request for Qualifications document. Subject to review by Counsel. Trustee Dutkowski seconded the Motion.

Trustee Ortiz asked USI Representative, Jennifer Fry, if the number on page 5 for full time, part time, and Board members grows, would the cost

for insurance grow or stay the same. Ms. Fry responded that the premiums will be set for one year until it is re-underwritten each year.

There was no opposition and the Motion carried.

**Discussion and possible Committee action regarding a report from the District’s Broker regarding recommendation for contract award for property and casualty insurance and public officials and employment practices liability insurance for the policy year commencing on July 15, 2024. (Item IV. B.)**

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

Mr. Vino explained that there was a small increase of 14 percent and that the valuation of some of the library’s assets went up, such as brand-new vehicles. Aerospace insurance policy was added to cover drones for drone photography. The cyber crime liability and umbrella liability was increased.

Trustee Ortiz suggested that the District prepare for artificial intelligence when the bid is submitted for next year. He asked if there are a lot of claims there and what it will look like for the Library organization as it pertains to liability. Ms. Fry explained that they haven’t seen any claims yet.

Trustee Waugh made a motion to recommend to the Board of Trustees that a contract for property and casualty insurance and public officials and employment practices liability insurance be awarded through USI Insurance Services to Travelers, Obsidian Specialty, Chubb/Federal, Benchmark, Lloyds of London, Great American, Indian Harbor, Global Aerospace and Atlantic Specialty\* at an annual premium, not to exceed \$ \$479,097\*, for the policy year commencing on July 15, 2024, subject to final review by Counsel. Trustee Dutkowski seconded the Motion.

There was no opposition and the Motion carried.

**Public Comment (Item V.)**

None.

**Adjournment (Item VI.)**

Chair Jiron adjourned the meeting at 4:15 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 Nominations Comm. Mtg	June 13 Risk Management Comm. Mtg	June 13 Regular Board Mtg	July 11 Regular Board Mtg	AUGUST	September Finance and Audit Comm Mtg	September 12 Regular Board Mtg	October 10 Regular Board Mtg	November Finance and Audit Comm. Mtg	November 14 Regular Board Mtg	December 12 Regular Board Mtg	
Waugh	Nathaniel	P		P	P	P	P		P	P	P	P	P										
Rogers	Keith	A	P	A-E	A-E	P	P		P	P	A-E	P											
Jiron	Jennifer	P	P	P	P		A-E		P	P	P	P	P										
Turner Whiteley	Kate	P	P	P	P		A-E		P	P	P	P											
Foyt	Elizabeth	A-E		P	P		P		P	P	P	P	P										
Ortiz (Term Ended 7/11/24)	Felipe	P		P	P		P		P	P	P	P	P										
Benavidez	Kelly	A-E	P	P	P	P	P		P	P	P												
Sanchez	Elaine	P		P	P		P		P	A-E	P	P	P										
Dutkowski	Karen	P	P	P	P	P	P		P	P	P	P	P										

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