

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES  
WEDNESDAY, AUGUST 17, 2016**

The Board met in regular session at the Sierra View Library, 4001 S. Virginia Street, Reno, Nevada.

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

**1) ROLL CALL**

Board Members Present: Wendy Alderman, Sara Sattler, Jean Stoess, Derek Wilson

County Staff Present: Assistant District Attorney Dania Reid

Public Present: Mary Jones

**2) PUBLIC COMMENT**

None

**3) APPROVAL OF MEETING MINUTES**

**a) APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF JULY 20, 2016**

Trustee Stoess noted a correction on line two from Chair Stoess to Chair Wilson.

On motion by Trustee Stoess, seconded by Trustee Alderman, which motion duly carried, the Board approved the meeting minutes as noted from the Library Board of Trustee meeting of July 20, 2016. All in favor, none opposed.

Chair Wilson noted the arrival of Trustee Marsh at 4:02 pm.

**4) OLD BUSINESS**

None

**5) NEW BUSINESS**

None

**6) REPORTS**

**a) LIBRARY DIRECTOR'S PRESENTATION TO INCLUDE SYSTEM PROGRAMS, AND ACTIVITIES, AND FRIENDS REPORT**

Director Scott provided a Powerpoint presentation, updating the Board on Library System activities, programs, outreach and operations for the month of June 2016.

Upon questioning by the Board, Director Scott provided the following information:

- The most frequent requests from the Duncan Traner community are increased hours followed by evening security issues. The additional hours approved at the last Board meeting addresses both of the noted issues to some degree.
- These approved hours at Duncan Traner as well as the intent to increase Sierra View Library hours in January to seven days of public hours to meet the requirements of the negotiated lease will be stretching the resources of Sierra View Staff. The Library System is looking into other options including other

branches sharing the responsibility of providing staff for the Verdi and Senior Center Libraries.

- The Sierra View Lease negotiations were effective July 1, 2016 for a term of five years starting at \$87,000 per year, ballooning up to the full cost of \$224,000 per year.

## **b) SIERRA VIEW PROGRAMS, ACTIVITIES AND OPERATIONS**

The Library Board reviewed the information submitted in the packet

John Crockett, Sierra View Managing Librarian, updated the Board on Sierra View programs, activities and operations. He provided an overview of the direction Sierra View Library is taking in outreach to the community.

Upon questioning by the Board, Mr. Crockett provided the following information:

- Bi-Lingual Storytime is a mix of English and Spanish interspersed into presented stories, similar to Sesame Street.
- Currently Bi-Lingual Storytime is twice a month with the intent to expand to weekly programs in January 2017.

Trustee Sattler suggested Sierra View Library provide Bailey Charter schools with a monthly newsletter.

Trustee Wilson noted that the Library System did not have control over lease negotiations between lessors and the County, and requested that staff keep the Board informed of any issues.

Mr. Crockett introduced Sarah Jaeck, Sierra View Librarian II and Partnership Manager, to update the Board on the programs, activities and operations at the three partnership libraries overseen by Sierra View staff.

Upon questioning by the Board, Ms. Jaeck informed the Board:

- Hosting programs at the Duncan Traner and Verdi Libraries can be difficult due to the small square footage of the branches. She noted that it is difficult to coordinate space and availability at the Verdi Nature Center adjacent to the Library due to programs hosted by the Nevada Department of Wildlife.
- Sierra View staff has not contacted the schools to determine what the students are being asked to read as the branch is working on updating the adult collection first.

Trustee Marsh noted appreciation to staff for openly discussing how updating the collection is resulting in providing newer materials and creating space. She asked the library ensure this information is pushed out to the communities that are most impacted as it is being done in response to their needs and removes some of the negative connotations associated with the term "weeding."

## **c) FINANCIAL STATEMENTS TO INCLUDE THE MONTHLY EXPENDITURE COMPARISON AND GIFT FUND BALANCES**

The Library Board reviewed the information submitted in the packet.

**d) MONTHLY LIBRARY USAGE**

The Library Board reviewed the information submitted in the packet.

Director Scott highlighted changes to statistical reports including the addition of the number of programs and program attendance that was requested by the Board.

Upon questioning by Trustee Marsh, Julie Machado, Spanish Springs Managing Librarian confirmed that there has been a slight impact upon Spanish Springs Library statistical information caused by the construction on Pyramid Highway. She also noted that the most notable decrease to statistical data occurred when the median barrier was placed between the directional lanes.

Upon questioning by the Board, Director Scott confirmed that the libraries were all Pokeman Go “pokestops” and that the branches provide stickers for visiting players and advertise phone charging stations.

**7) PUBLIC COMMENT**

Dania Reid, Legal counsel, advised that Herb Kaplan would be attending the September Library Board of Trustee Meeting in her stead.

**8) BOARD COMMENT**

Upon being commended for the media response in regards to the culling of the collection by the Board, Debi Stears, Resources Librarian, replied that the credit for how well it was done belongs to Reporter Mark Roberson.

Trustee Alderman stated she was excited to see how Sierra View Library staff is connecting with charter schools as there are a large number in Washoe County.

Upon comments and questions by the Board, Director Scott clarified the following:

- Systemwide Bi-Lingual Storytimes: He stated the Library is moving towards more Bi-Lingual Storytimes in other branches as a system.
- Reporting in-house use statistics: Reporting this statistic requires staff to complete an extra step when utilizing iPads in the branches. The Library System is moving towards RFID, which has the capability of providing this statistic. He stated the Library would look into this once RFID is implemented.
- Providing Expansion Fund Projection information: The Expansion Fund will continue to increase as it is tax based. The Director will provide an updated report.

**9) ADJOURNMENT**

Chair Wilson adjourned the meeting at 4:55 pm.