

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES  
WEDNESDAY, OCTOBER 16, 2019  
4:00 P.M.**

**The Board met in regular session at the Downtown Reno Library, 301 S. Center Street, Reno, NV 89501**

Chair Holland called the meeting to at 4:01 pm.

**1) ROLL CALL**

Board Members Present: Amy Ghilieri, Wayne Holland, Zanny Marsh, Jean Stoess

Board Members Absent: Ted Parkhill

County Staff Present: District Attorney Herb Kaplan

Public Present: Ann White

**2) PUBLIC COMMENT**

None

**3) APPROVAL OF MEETING MINUTES**

**a. APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF SEPTEMBER 18, 2019**

On motion by Trustee Ghilieri, seconded by Trustee Stoess, the Board approved the meeting minutes from the September 18, 2019 meeting. All in favor, none opposed.

**4) OLD BUSINESS**

**a. KNITTING AND CROCHET GROUPS UPDATE BY TRUSTEE PARKHILL**

Trustee Parkhill not in attendance, no update on this agenda item.

**5) NEW BUSINESS**

**a. APPROVAL TO CLOSE ALL LIBRARIES AT 5 PM ON NOVEMBER 25, DECEMBER 24, AND DECEMBER 31, 2020 AS NOTED ON THE 2020 LIBRARY SYSTEM CLOSURE CALENDAR**

Director Scott stated the noted library closures are consistent with the Washoe County holiday closure schedule. He also noted that this closure calendar includes scheduled staff days for 2020.

On motion by Trustee Ghilieri, seconded by Trustee Stoess, the Board approved the 2020 Library Holiday Closure calendar. All in favor, none opposed.

**b. PRESENTATION BY DR. MARLENE RIBORI SUMMARIZING THE PROCESS AND OUTCOME OF THE LEADERSHIP TRAINING**

Community and Organizational Development Specialist Dr. Marlene Rebori, from University of Nevada Cooperative Extension introduced herself and thanked the Board for inviting her.

Dr. Rebori summarized the Leadership Challenge (Kouzes and Posner) Program provided, and the objectives of building trust, improving communication and understanding, and building capacity decision making. She provided a PowerPoint presentation that summarized the results as able to be determined by the attendees (Washoe County Library Leadership Team).

All attendees completed a self-assessment prior to beginning the program. The intent was to build trust and was focused more on connection with each other. Part of the connection included all attendees to choose and share a best leadership project to either work on or create.

She said it was a joy to work with passionate, professional people and that it was a privilege to work with them. She did say the based upon participant feedback, the end assessment could indicate a move towards trust.

Chair Holland thanked Dr. Rebori for working with the Leadership Team, agreeing they are passionate about their jobs.

**c. DISCUSSION AND APPROVAL OF EVALUATION METRICS PRESENTED BY LIBRARY DIRECTOR EVALUATION ADHOC COMMITTEE**

Chair Holland thanked Director Scott for his staff report on achievements, stating it helps to evaluate based upon performance.

Upon request by Vice Chair Marsh, this agenda item was tabled until next month.

**d. DETERMINATION IF LIBRARY BOARD OF TRUSTEES TO STAND TOGETHER OR PETITION INDIVIDUALLY AGAINST MACMILLAN PUBLISHERS FOR THE EMBARGO ON EBOOKS FOR LIBRARIES**

Chair Holland requested Collections Manager Debi Stears to approach the Board to offer insight on how to best approach a petition against MacMillan Publishers.

Ms. Stears reminded the Board the embargo goes into effect November 1<sup>st</sup> and informed the Board the American Library Association (ALA) has put petition together on their website for individuals to sign. She stated the Board has right to act as body, as well as, the right to act individually.

Director Scott stated the letter provided in the packet was intentionally written to be fairly neutral and provide information to a diverse audience including patrons and the media who may pick it up and provide some coverage.

Trustee Stoess nominated Trustee Ghilieri to be the creator as she already had a letter started.

Trustee Ghilieri stated her letter is much stronger with intent to send it editorial style.

Further Board discussion included suggestions of directly contacting media outlets proactively.

Legal Counsel Herb Kaplan stated that the way this agenda item was agendized, if the Board pursued action in a group response such as a letter, the letter would need to be brought before the Board next month for approval.

On motion by Vice Chair Marsh, seconded by Trustee Stoess, the Board approved to collectively sign a letter/petition that voices concern over MacMillan Publishing decision in relation to library e-books and asked Trustee Ghilieri to draft a letter to bring back for approval at the November Board meeting. All in favor, none opposed.

**e. ACKNOWLEDGEMENT OF LIBRARY BUDGET REPORT**

Director Scott provided budget overview PowerPoint overview presentation. He explained the summary is similar to the budget reports he provides each March and this presentation breaks out where county dollars are allotted to and what areas the Library System has some authority in expending funds.

Chair Holland confirmed that the updates to the bylaws changing “approval” to “acknowledgement” of the Library budget was on the Board Task Report for action in spring 2020.

**6) REPORTS**

**a. LIBRARY DIRECTOR’S REPORT**

Director Scott reviewed the staff report provided in the Board packet.

Director Scott informed the Board that the Nevada Library Association (NLA) conference has reached 109 outside attendees reached with a hope to break 150. He invited the Board to attend the conference.

Upon request to determine if three or more Trustees planned on attending, the Board requested that Board Secretary Tami Gaston post a Notice of Possible Quorum for the Sunday and Monday of the conference.

Legal Counsel Herb Kaplan cautioned the Board that a Notice of Quorum doesn’t allow for meeting and Board discussion of library items, any library item discussions would still need to be agendized per open meeting law requirements.

**b. DOWNTOWN RENO LIBRARY REPORT**

Branch Manager Brenda Owens highlighted Community Court held at the Downtown Reno Library on Wednesday mornings and how those services benefit library patrons.

Community Court was modeled by Judge Tammy Riggs from Spokane Community Court which is held at the main Spokane Public Library in Washington State. This was where Judge Riggs thought to invite the Downtown Reno Library to be a part of the program.

If a participant has been convicted of a violent crime, they are allowed to seek help of the providers in attendance, but they will not be able to clear their ticket through Community Court. If a participant has been accused of any sort of drinking violation, they are given a blow test at the door. If they do not pass, they will not be seen by the judge that week.

Ms. Owens stated that many of the providers for Community Court stay behind on Wednesdays and offer assistance to the patrons of the Downtown Reno Library. A copy of a recent Our Town digital news article covering Community Court has been included at the back of the board packet.

**c. MONTHLY TECHNOLOGY REPORT**

Systems Librarian Nancy Keener highlighted the following:

- Systems staff would be doing a presentation on KOHA at the NLA Conference.
- Washoe County Library is hoping the Automated Materials Handling (AMH) units will be installed in January 2020.
- Staff computer re-refresh is underway with Sierra View Library to be next.

**d. COLLECTIONS UPDATE**

Collection Manager Debi Stears provide a presentation of a couple of PowerPoint slides highlighting the following:

- Library Technical services staff used Downtown Reno closure days to go to other branches to see their collections. Library branches are not happy with current Spanish collections.
- Starting to see more requests for materials
- Washoe County Library received notice that State Grant in Aid (SGIA) will be provided for \$14,465 which will go to self-help books through Overdrive.

**e. YOUTH SERVICES AND LIBRARY EVENTS REPORT**

Youth Services and Library Events Manager Beate Weinert and Librarian Judy Hansen provided the PowerPoint presentation (including 2 videos) which would be presented at the Washoe Impact Awards at 10 am on Thursday, October 17<sup>th</sup> at the Washoe County Commission Chambers.

**f. MAKER SERVICES REPORT**

Maker Services Team Chair Julie Ullman and Quad master Brent Collamer passed around samples of items created using equipment available in The Quad prior to the Board meeting and referred to the provided staff report highlighting the following:

- Mr. Collamer will be promoting the vinyl press for the next 3 weeks.
- In December, the Quad will be open 2 Saturdays to offer gift making opportunities
- The Library System will have SWAG for NLA Conference and The Quad attendees
- Library System has received 200 print requests (limited to 2 per week per requestor) in the last month and a half.
- Ms. Ullman noted that Friends of Washoe County Library (FWCL) grant funding allows for replenishment of items for maker services and equipment
- The Maker Services Team is looking towards more personal approach for 3D print projects.
- Looking at hosting more DIY clinics.
- LifeChanges Inc. approached The Quad to create a vinyl cutout to put logo on their van.

Upon questioning by the Board Ms. Ullman stated the Maker Services Team meets once a month.

**g. TACCHINO TRUST UPDATE**

Director Scott stated there have been no changes but that some of the Tacchino Trust funds will be used to cover the gap of increased costs associated with the construction for the AMH wall cutting.

Upon request by Vice Chair Marsh, Director Scott affirmed that once Tacchino Trust funds were exhausted, he will do a final summary that may be used as a legacy for information.

**h. BOARD TASK REPORT**

Chair Holland noted the May 2020 date change for the Downtown Reno Statistical update. Director Scott confirmed this change stated that a May 2020 report will be able to provide a year's worth of data after the renovation.

Director Scott noted that Washoe County Security Administrator Ben West has planned on providing a security update at the November Board meeting.

**7) STAFF ANNOUNCEMENTS**

None

**8) PUBLIC COMMENT**

None

**9) BOARD COMMENT**

Chair Holland informed the Board that the Washoe County Board of Commissioners (BCC) planned on acknowledging FWCL at a BCC meeting.

- Public Information Officer Andrea Tavener noted it occurred at the BCC meeting of October 15, 2019.
- Ms. Tavener informed the Board that the Sierra View Library was hosting a potluck to acknowledge FWCL on Wednesday, November 13, 2019, starting at 3:30 pm.

**10) ADJOURNMENT**

Chair Holland adjourned the meeting at 5:47 pm.