

## LIBRARY BOARD OF TRUSTEES MEETING AGENDA WEDNESDAY, JULY 17, 2024 5:00 P.M. SOUTH VALLEYS LIBRARY 15650-A Wedge Parkway, Reno, NV 89511

#### **Library Trustees**

Ann Silver, Chair Tami Ruf, Vice-Chair Gianna Jacks, Trustee Lea Moser, Trustee Al Rogers, Trustee

Members of the public may attend this meeting in person or can attend by teleconference by logging into the Zoom webinar accessible through the following link: https://us02web.zoom.us/j/84224131597 If prompted, use the following passcode: 889408 Please note: the Zoom link option will require a computer or phone with internet access or the Zoom application with audio capabilities.

Forum Restrictions and Orderly Conduct of Business. The Library Board of Trustees conducts the business of the Washoe County Library system and its citizens during its meetings. The orderly, efficient conduct of the meeting is integral and necessary to allow the Board to conduct business. The Chair or presiding officer may order the removal of any person whose statements or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, threatening use of physical force, or any other acts intended to impede the meeting or infringe on the rights of the Library Board of Trustees, staff, or meeting participants. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place, and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

<u>Public Comment.</u> Public comments are welcomed during the Public Comment period at the beginning of the meeting for all matters, whether listed on the agenda or not. Additionally, public comment specific to the action item being considered will be heard during individual action items on the agenda. Public Comment is limited to three (3) minutes per person. Persons may not allocate unused time to other speakers. During the "Public Comment" items, anyone may speak pertaining to any matter either on or off the agenda. Anyone wishing to provide live public comment may do so in person, or by teleconference by logging onto the Zoom webinar by accessing the above link. To provide public comment via Zoom, log into the meeting at the above link and utilize the "Raise Hand" feature during any public comment period. Additionally, persons are invited to submit comments in writing by emailing Jamie Hemingway at The County will make reasonable efforts to send all email comments received by 4:00 p.m. on the business day before the meeting to the Trustees prior to the meeting.

**Response to Public Comment.** The Board can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment periods, speakers may



address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. To ensure the public has notice of all matters the Board will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Staff action, or to ask that a matter be listed on a future agenda. The Board may do this either during the public comment item or during the following item: "Board Comment – limited to announcements, strategic plan activity updates, or issues proposed for future agendas and/or workshops."

<u>How to Get Copies of Agendas and Support Documentation.</u> Copies of agendas and supporting documentation for items on the agenda are available to members of the public at the Downtown Reno Library Administration Office, 301 South Center Street, Reno, Nevada, and may be obtained by contacting Jamie Hemingway at or (775) 327-8341. Copies of agendas and supporting materials are also posted one the following websites: www.washoecountylibrary.us and https://notice.nv.gov.

**Special Accommodations.** We are pleased to make reasonable accommodations for members of the public who are disabled, who need special accommodations or assistance, and wish to attend meetings. Should you require special assistance or accommodations for any Board meeting, please contact Jamie Hemingway at (775) 327-8341, at least 24 hours prior to the date of the meeting.

<u>Possible Changes to Agenda and Timing.</u> The Library Board of Trustees may take agenda items out of order, may consider two or more items in combination, may remove one or more items from the agenda, or delay discussion on an item. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

<u>Posting of Agenda.</u> Pursuant to NRS 241.020(4)(b), the agenda for the Trustees' meeting has been posted at the following locations: Washoe County Courthouse, Washoe County Administration building, Downtown Reno Library, Incline Village Library, North Valleys Library, Northwest Reno Library, Sierra View Library, South Valleys Library, Spanish Springs Library, and Sparks Library. Further, in compliance with NRS 241.010, this notice has been posted on the official website for the Washoe County Library System at www.washoecountylibrary.us and at https://notice.nv.gov.

Land Acknowledgement. We begin by acknowledging that we gather today on the ancestral homelands of the Waší·šiw (Washoe), Numu (Northern Paiute), Newe (Western Shoshone), Nuwu (Southern Paiute), and Pipa Aha (Mojave), the original caretakers of the land that we now call Nevada. Washoe County, formally named after the Washoe people in 1861, continues to be a gathering place and home for Indigenous Peoples, and we recognize their rich history and deep connections to these lands. May we honor their past, present, and future stewardship by remembering that the health of the land and its people are inextricably linked.

#### LIBRARY ADMINISTRATION

301 South Center Street | PO Box 2151, Reno NV 89505 (775) 327-8341 | www.washoecountylibrary.us



The Board of Trustees may take action only on the items below that are preceded by the words "For Possible Action." The Board will not take action on any other items.

- 0) Salute to the Flag
- 1) Roll Call [Non-Action Item]
- 2) Public Comment Three Minute Time Limit Per Person [Non-Action Item]

  No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 3) Approval of Meeting Minutes
  - a) Approval of Minutes from the Library Board Meeting of June 26, 2024 [For Possible Action]
- 4) Board Comment [Non-Action Item] Limited to Announcements, Strategic Plan Activity, Updates or Issues Proposed for Future Agendas and/or Workshops
- 5) Old Business [Non-Action Item]
  None
- 6) New Business
  - a) Renew Washoe County Libraries Tax Override Presentation by Library Director Jeff Scott [Non-Action Item]
- 7) Reports
  - a) Library Director Update by Director Jeff Scott [Non-Action Item]
  - b) South Valleys Library Presentation by Library Branch Manager Julie Ullman [Non-Action Item]
  - c) Reference Technology Team Presentation by [Non-Action Item]
- 8) Staff Announcements [Non-Action Item]
  No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda.
- 9) Adjournment



## LIBRARY BOARD OF TRUSTEES MEETING AGENDA WEDNESDAY, June 26, 2024 5:00 P.M. INCLINE VILLAGE LIBRARY 845 Alder Ave, Incline Village, NV 89451

#### **Library Trustees**

Gianna Jacks, Chair Lea Moser, Vice-Chair Al Rogers, Trustee Ann Silver, Trustee Tami Ruf, Trustee

- 0) Salute to the Flag
- Roll Call [Non-Action Item]
   Trustee Silver is present, Trustee Rogers attended starting at 5:46 pm, Trustee Ruf is present,
   Trustee Moser is present, and Chair Jack is present.
- 2) Public Comment –Three-minute Time Limit Per Person [ Non-Action Item]
  - 1. Geoffrey Knell: Spoke on his views for LGBQT community.
  - 2. Cate Salim: Spoke on her support to staff in the library and the voting process. Attended drag queen story hour and she saw only happy children. Hopes to see trustee Rogers reapply for the board.
  - 3. Gail Townsend: Spoke on the books she feels need to be banned from the library.
  - 4. Yolanda Knaak: Spoke about how Chair Jacks has done a good job for the board and the trustees as well.
  - 5. Candace Powell: Spoke on her support to the libraries and the diverse programming. The programming needs to stay in the library and be headed by library staff.
  - 6. Tony DeQuiroz: Father of two children that frequents the library. Feels that the books are appropriately put on the shelves per age of the child. Supports the library and the programming provided.

- 7. Thomas Powell: Spoke on his support to drag queen story hour. Attended the event and found it fascinating and diverse.
- 8. Tara DeQuiroz: Would like the board to put an agenda item regarding what role the board can play in supporting the resolution that will be on the ballot in November.
- 9. Bruce Parks: Has made several requests to the board for accounting on how much it costs to put on the drag queen story event.
- 10. Bri Schmidt: Wants to know what the board is planning to make sure the resolution will appear on the ballot. Would like to see what the future funding will look like.
- 11. Naseen Jamin: Spoke on her support to the libraries and the staff. Director and the trustees. Is glad to see that the board is finally having structure and focusing on library business.
- 12. Patricia Moser Morris: Thanked the chair and trustees for a job well done.
- 13. Ryeanna Jahsiah Iverly: Spoke on the support to drag queen story event.
- 14. Maryann Bavrenh: Spoke on the support to drag queen story event. And the support to LGBQT community.
- 15. Stell Bennet: Spoke on support to library programming.
- 16. Barbara Wyman: Supports the library and the programming.
- 17. Janet Butcher: Would like to know what the cost is for the drag queen story event.
- 3) Approval of Meeting Minutes
  - a) Approval of Minutes from the Library Board Meeting of May 22, 2024 [For Possible Action] Trustee Moser moved to approve the meeting minutes as with the revision to some of the typos. Trustee Siver second the motion based on correction of the typos and some spelling.

Cate Salim: Spoke on how she would like the meeting to be held at 3:00 p.m. as opposed to 5:00 p.m.

Motion passed for approval of minutes.

- 4) Old Business [Non-Action Item]
  None
- 5) New Business
  - a) For Possible Action: Election of Chair for Library Board of Trustees for Fiscal Year 2024-2025 [For Possible Action]

Trustee Ruf moved to make Ann Silver the next chair to the board. Second by Trustee Moser. Motion passed

b) For Possible Action: Election of Vice-Chair for Library Board of Trustees for Fiscal Year 2024-2025 [For Possible Action]

Trustee Rogers nominated Tami Ruf to be vice chair on the board. Trustee Moser second the motion. Motion passed.

c) For Possible Action: Appointment of One Library Board Trustee as Friends of Washoe County Library Liaison [For Possible Action]

Trustee Ruf is appointed as a liaison to the Friends of Washoe County.

d) For Possible Action: Approval of Library Board of Trustee Meeting Schedule/Service Team Presentation Cycle 2024-2025 [For Possible Action]

The board will look and review the Meeting schedule/service team beginning in July for fiscal year 2024-2025.

Trustee Moser stated that December 18th is a meeting that is usually postponed or canceled. Recommends removing this date and November 20<sup>th</sup> for proximity to Thanksgiving.

Public Comment: Debi Stears: Hopes the Board stays true to the schedule for staffing purposes.

Trustee Ruf moved to accept the meeting schedule as presented, which was seconded by Trustee Moser.

Motion passed.

e) For Possible Action: Approval of Library Holidays and Closures for FY 2024-2024 [For Possible Action]

The board will look and review the holiday closures beginning in July.

Trustee Moser made a motion to approve the Library closures schedule for the fiscal year 2024-2025.

Trustee Ruf seconded the motion.

Motion passed.

f) Discussion only regarding events policy as it pertains to the appeal process and what a person who is denied an event can do and the procedures the Board would take under an appeal request.

Discussion with DA Herb Kaplan and the board to try and find and put in process what the appeals would look like and who would take care of the process. Both items 5G and 5H will be

placed on the agenda for a future meeting.

h) Discussion and Possible Action for Appeal Request submitted to the Board by a Constituent that was denied an event request. The Applicant was denied an event and has requested the appeals process by the Board. The Board wishes to discuss the possibly of appeal or to direct the individual to a future process.

Discussion with DA Herb Kaplan and the board to try and find and put in process what the appeals would look like and who would take care of the process. Both items 5G and 5H will be placed on the agenda for a future meeting.

i) Discussion and direction to Washoe County staff to initiate a process to define the performance review criteria for the Library Director position. Options for completion of performance review process may include 1.) hiring a consultant to work with best practices with the Board, 2.) Utilize expertise of members of the Board, 3.) Utilize expertise of Washoe County Human Resources, or other options not outlined. The intent of this discussion is to provide direction to Washoe County, so the Board and the Director have a consistent and reliable way to assess the performance of the Director as the employee of the Library Board of Trustees.

Dave Solaro spoke to the board regarding the conversations regarding what the needs of the board were for evaluation of the director. There were several options that were presented. This item is really to get input or vote on which item to choose for the next evaluation. There are three options to choose from at this point for the board to decide. Dave Solaro would recommend option 1.

Trustee Moser asked Mr. Solaro at whose expense would the consultant be charged. Mr. Solaro responded that Washoe County Human Resources have budgeted for the cost of the consultant.

Trustee Rogers feels that Washoe County Human Resources has the capability to help the board with the process as opposed to a consultant.

Chair Jacks stated she would like to utilize number one and use Human Resources.

#### 6) Reports

a) Library Director Update by Director Jeff Scott [Non-Action Item]

Director Scott updated the board on events that have happened during the summer kickoff with students first and summer reading programs at all the libraries. Had news coverage on the program. Have the renewal tax override on the agenda and was passed by the board of County Commissioners. Drag queen storytime was held last week and library staff that helped with primary elections.

b) Renew Washoe County Libraries Update by Director Jeff Scott [Non-Action Item]

New Washoe County initiative that was approved by Board of County Commissioners.

Passed out the brochures and posters in all libraries for information on voter education. The program targets voter education. There is paid programming and social media as well. We have local radio and television ads.

c) Outreach Team Presentation by North Valleys Library Branch Manager Jonnica Bowen [Non-Action Item]

Branch Manager Jonnica Bowen presented the Board with an annual update from the outreach team. The outreach team was established coming out of the pandemic. This was a way to still provide programs to the community in a safe way according to protocol. There are currently 14 people that make up the service team. The team meets monthly there is a standing agenda its purpose is to include reviewing pending outreach requests and invitations from the community. There is also an online request form for anyone who would like to have the library come to them or bring an organization to the library.

d) Incline Village Library Presentation by Incline Village Library Branch Manager John Crockett [Non-Action Item]

Branch Manager John Crockett presented a power point to the Board regarding events and programs that have been held at the Incline library.

#### 8) Board Comment [Non-Action Item]

Trustee Ruff thanked the public that attended the meeting. Thank you to the couple who provide the book pages. She looks forward to receiving them every month. Would like to not table the leadership items on the agenda. Feels the board needs to vote on the new leadership.

Chair Jacks would like to table agenda items 5a, 5b, and 5c for a future meeting.

Trustee Silver disagrees and would like to move forward with selecting new leadership at the meeting and not for a future meeting.

Trustee Rogers would also like to move forward with selecting new leadership.

Trustee Moser attended the drag queen story event and she saw happy children and parents and protesters as well. Great event and place for the LGBTQ community to bring the children and share the culture. Also witnessed a ton of disrespect from adults.

#### 9) Adjournment at 8:04pm



#### QUESTION FOR WASHOE COUNTY VOTERS

On November 5<sup>th</sup>, 2024, Washoe County voters will decide whether to extend a 30-year tax dedicated to acquiring, constructing, improving, maintaining, and operating the Washoe County Library System. This is a renewal of a 30-year tax, not a new tax. An allotment of 2 cents for every \$100 of assessed property value goes directly to Washoe Libraries. This is not an additional tax on Washoe County citizens. Our goal is to maintain the award-winning, outstanding library service Washoe County residents have come to enjoy.

WASHOE COUNTY QUESTION: Shall the Board of County Commissioners of Washoe County be allowed to levy an ad valorem tax in the amount of up to \$0.02 per \$100 assessed valuation for a period of 30 years to raise approximately \$4,500,000 in fiscal year 2025-2026 and thereafter the amount generated by a levy of up to \$0.02 per \$100 assessed valuation against the then applicable assessed value of property in the County for the purpose of acquiring, constructing, improving, equipping, operating, and maintaining library facilities for the County?

#### **HISTORY**

- In 1994, Washoe County Library Director
  Martha Gould had the vision to enhance Washoe
  County Libraries. Watching Las Vegas Clark County
  Library District pass a major bond to expand and
  renovate their public libraries, she believed Washoe
  County could do the same. She developed a tax
  plan that would enhance Washoe Libraries for the
  next 30 years.
- This tax would instruct Washoe County to give Washoe Libraries two cents from every \$100 in assessed property value in the county. With these two cents, Washoe Libraries would plant the seeds of growth over the next 30 years.



#### **HISTORY**

- Passing in 1994, Washoe County Libraries took advantage of this Expansion Tax:
  - Building Northwest Reno, South Valleys, Incline Village, and Spanish Springs Library.
  - Assisting Washoe Libraries in weathering the economic recession of 2008-2016
  - Renovating North Valleys, Downtown Reno, Northwest Reno, Sparks, and Sierra View Libraries.









#### PASS/FAIL

- What happens if the Library Tax Passes:
- Washoe Libraries will be able to renovate South
   Valleys, Spanish Springs and Incline Village Libraries.
- Washoe Libraries will be able to build a new North Valleys Library.
- Washoe Libraries will be able to expand library services through Bookmobile and Book Vending Machine Services in the North Valleys/Spanish Springs/South Valleys Regions.

- What happens if the Library Tax Fails:
- Washoe Librarians will be laid off.
- Washoe Libraries book budget will be eliminated.
- Washoe Libraries technology budget will be eliminated.
- Washoe Libraries branches will lose weekend and evening hours.

### RENEW WASHOE COUNTY LIBRARIES ACTION PLAN



#### Phase I: Emerge

- November through January
- Develop Action Plan, raise awareness of the Tax Override, and create a voter education plan

2

#### Phase II: Outreach

- February through June
- Outreach to local agencies, Citizen Advisory Boards, Television, Radio, and Print
- Continue Voter Education
- Develop Support Group

3

#### Phase III: Election

- June through November
- Board of County Commissioners Place Tax override on November 5, 2024 Ballot
- Begin Media Blitz for Washoe County Libraries Voter Education

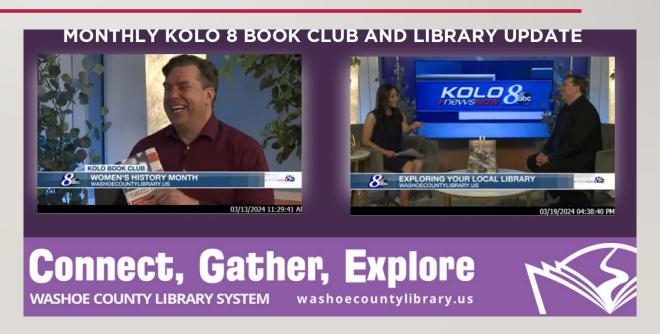
### WASHOE COUNTY COMMISSIONERS PLACE QUESTION ON THE BALLOT FOR VOTERS

At the June 18, 2024, Washoe County Board of County Commissioners, Commissioners approved placing the Renewal Washoe County Libraries Tax Override on the November 5<sup>th</sup>, 2024 Ballot



#### MEDIA COVERAGE

- Washoe County Library receives regular media attention through print, radio, and tv.
- Increasing our media reach is part of the Washoe County Library 2022-2025 Strategic Plan and covers both raising awareness of the library's book collection and activities as well as performing voter education about the tax override.
- We average about \$20,000 a month in coverage in radio and television. Our total so far is around \$140,000. Our goal is to exceed \$200,000 in coverage by the time of the election.



#### POLL RESULTS

- If the vote were to happen today 68% of Washoe County Voters would support the continuation of the tax override (68% support, 19% oppose, 12% undecided)
- Support would increase with voter education efforts on override support of weekend library services and branch improvements.
- Voter Response Support included Republican, Democrat, and Non-Partisan support.
- The average respondent was an aged 60plus white married Republican homeowner.

In 1994 Washoe County voters approved a tax override ballot measure that directed some property taxes to go to Washoe County Libraries for 30 years (2 cents per \$100 of assessed property value, approximately \$1.25 per property per month). That authorization is ending soon. Extending this tax would ensure our libraries have the financial resources needed to maintain and improve existing libraries, and expand to meet the needs of new development in Washoe County.

If the election were held today and this were on the ballot, would you vote to continue this tax to fund libraries, oppose continuing this funding, or not sure?

19.15%

Answered: 449 Skipped: 66

#### RACE TO NOVEMBER 5<sup>TH</sup>



- Voter Education Focus
  - Explain that this is not a new tax but a continuation of an existing tax. If approved, taxes will not go up, and they will not be lowered if it fails.
  - Expansion Fund pays for Saturday, Sunday, and Monday hours at most libraries. (Sparks, South Valleys, Spanish Springs, North Valleys, and Northwest Reno all have expanded hours thanks to the override)
  - Plans for Expansion fund are to renovate
     Spanish Springs, South Valleys, and Incline Village
     Libraries.
  - Build a new North Valleys Library

# South Valleys Library Report to the Library Board of Trustees

**JULY 2024** 













#### **Renovation Update**



**Mount Rose Room** 





Patio





**Teen Zone** 





Story Time Fun







# F-Rock Crew - The History of Hip-Hop Outside Creating of Control of Control

# Pokémon GO! 110



66 adults screened seven films

Film Noir Series



#### May - June Event Recap











Program attendance: May – 820 June – 894 Summer Reading
Challenge:
Adventure Begins
at Your Library



Registrations – 363
Minutes read – 162,907
Activities completed – 2122
Book prizes redeemed – 575
Program completions – 127
(as of July 7)



#### July – August special events:

Young Shakespeare: A Midsummer Night's Dream – July 22

Reno Phil Small Music at STEAM – August 1

Herpetology Expo – August 4

Smokey Bear's 80<sup>th</sup> Birthday Celebration – August 9

Monster Mash Film Series – classic monster movies – Seven

Saturdays at 2 pm, beginning August 3



All-Ages Bingo

**Book-a-Librarian** 

Bridge

Crafternoon

Maker Weekend (12+)

Paws 2 Read

**SO Very Literary Book Club** 

**STEAM** 

Story Time – Baby Story Time, Toddler Time, Preschool Story Time

Time-out Tuesday (18+)

**Yarn Crew Knitting and Crochet** 









#### Reference, Training, & Technology February 2024 Report

- Team Members
  - Stacy McKenzie
  - Brent Collamer
  - Aurora Partridge
  - Megan Conelly
  - Russell Dorn
  - Laurie Newman
  - Robin Posniak
  - Jessica Fanaselle
  - Tim Prentiss

- Lynsy Nolan
- Toni Farris
- Carly Hume
- Sarah Jaeck
- Pam Larsen
- Samantha Rees
- Natalie Villegas
- Rebecca Reed
- Louise Whewell
- Mitch Winterman



"At the dawn of the last Thor's Day, beneath a blazing, rising sun, scores of intrepid library employees braved the Terrors of Eternal Construction along the treacherous Pyramid Highway to gather at the sanctuary of the Spanish Springs Library for the Spring 2024 Staff Day. Wisdom was gleaned. Old friends were heartily embraced. Innumerable muffins were consumed."

#### Reference Training and Tech

# Library Staff Training Day @ Spanish Springs Library May 16, 2024

#### Activities:

- Director Address
- Washoe County Victims Service Unit Presentations
- Stats and Demographics for our Branch Communities
- Library of Things
- Networking with coworkers
- Soooo many snacks!



# Library Staff Training Day @Wilbur May Arboretum December 12, 2024

- Programs ideas include:
  - Supplies Swap
  - AI for Libraries
  - Networking/Team Building (So many new staff)
  - Lightning Talks
  - Escape Room Demo
  - County Departments Meet and Greet
  - Reference Training overview and resources



## Library Staff Training

- Staff Training (Challenge Program):
  - Narcan Training
  - Readers Advisory
  - Cross Training
  - Reference Interview Training
  - ID Me process



## Assess Current Programs

- Current Programs under review:
  - Challenge Program
  - Book A Librarian
  - Computer Classes/Tech Training
  - Maker's Space Maintenance\*



#### Library of Things



- American Heart Association Blood Pressure Kits
- Other Options:
  - Tools and Equipment (Gardening, Household)
  - Energy Monitors
  - Board Games
  - Pod Casting kits
  - Popular appliances and kitchen gadgets
  - Cake Pans
  - Memory kits
  - Device chargers



# Virtual Learning Kits Grant Opportunity

"The Nevada State Library, Archives and Public Records is making online learning equipment (webcams and/or headsets) available to eligible Nevada library professionals. The goal of making these Virtual Learning Kits available is to increase the equitable participation in virtual continuing education activities, trainings, or other virtual learning and collaboration opportunities."

- Nevada State Library Association



#### Questions Comments

