



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, OCTOBER 16, 2024, 5:30 P.M.
NORTHWEST RENO LIBRARY
2325 Robb Drive, Reno, NV 89523**

Library Trustees

Ann Silver, Chair

Tami Ruf, Vice-Chair

Gianna Jacks, Trustee

Lea Moser, Trustee

Marie Rodriguez, Trustee

0) Salute to the flag

1) Roll Call [Non-Action Item]

Board Members Present: Trustee Jack

Trustee Rodriguez

Trustee Ruf

Board Chair Silver

Trustee Moser

2) Public Comment-Two Minute Time Limit Per Person [Non-Action Item]

1. Candace Powell: Gave a huge thank you to the librarians and programs. Voted yes on question 1. Took some buttons for anyone that wanted to wear them.

2. Drew Ribar: Vote no on question 1.

3. Willie Puchert: there was a banned person from the library but can still attend meeting. Need normalcy and respect.

4. Janet Butcher: Vice chair has missed a few meetings. Would like to see the second comment at end of the meeting back and three minutes. Some books need to be placed in age-appropriate areas.
5. Douglas Miller: Banned from reserving meeting rooms for a year. Has mailed out an appeal.
6. Ursula Burnett: Is unhappy with the bullying that goes on in the meetings.
7. Bruce Foster: Banned books were not removed they need to be moved to age-appropriate sections.

3) Board Comment [Non-Action Item]-Limited to Announcements, Strategic Plan Activity, Updates or issues Proposed for Future Agendas and/or Workshops.

Trustee Ruff has not been able to access email for six weeks the County is aware and is working on the issue.

Trustee Silver email has not been accessible for two months County is working on the issue.

Trustee Rodriguez this is not a universal issue with all the trustees as her email is working.

Trustee Moser stated her email was not accessible either. Wanted to see if there was an update on the Sparks Library and the mural. Has vote for WC1 cards if anyone wanted to volunteer and go door to door.

Trustee Jack thanked everyone for attending the meetings. Kuddos to the accountants. Board is not in charge of the librarians.

4) Approval of Meeting Minutes

a) Approval of Minutes from the Library Board Meeting of September 18, 2024. [For Possible Action]

Chair Silver wanted to see a correction to state that trustee Ruff was out due to an emergency. And she herself was also absent due to an emergency.

Trustee Rodriguez would like to see a correction to her name. Her name is Marie Rodriguez, and the minutes had Maria.

Chair Silver made a motion with the corrections second by trustee Ruff minutes approved.

5) Old Business [Non-Action Item]

None

6) New Business

a) Memorial for former Library Board Trustee and Chair Al Stoess [Non-Action Item]

Director Scott read and presented proclamation in honor of Al Stoess who passed away.

b) Proclamation honoring Friends of Libraries week October 20-26 and recognizing Friends of Washoe County for their support [Non-Action Item]

Director Jeff Scott read and presented the proclamation for Friends of Washoe County library.

c) Annual report for the Washoe County Library System by Library Director Jeff Scott [Non-Action Item]

Director Jeff Scott presented a PowerPoint to the Board regarding the 2024 annual report. The report highlighted all the branches supported and the resources available. The presentation covered the strategic plan priorities and accomplishments.

d) Washoe County Library Budget Update by Library Director Jeff Scott [Non-Action Item]

Director Jeff Scott presented the \$17 million budget funded through the Washoe County general fund. The funding must go to the Board of County Commissioners. Went over the expansion fund and what percentage was utilized on. Gift funds come from friends of the library and events. Budget goals are to hopefully get the tax renewed the funds would be utilized to renovate out libraries and increase the book budget.

7) Reports

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

Employee engagement survey went out and closed on Monday. When results are in the data will be shared with the board, Looking into the procedures for the murals.

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

Waiting on the tax initiative. If passed some libraries will be renovated.

- c) Northwest Reno Library presentation by Library Branch Manager Kristin Reinke [Non-Action Item]

Robin Posniak presented a power point to board. The Northwest Reno Library just had its 25th anniversary since construction. The funds were taken from the 1994 expansion fund and completed in 1999. The anniversary was celebrated with pictures and love notes. The public was also invited to the anniversary. To date the branch is fully staffed and have a wonderful volunteer core. Held a plastic bag recycling challenge. The challenge was successful, and a bench was won. Adult program was also very successful. Baby social program is doing well with 1000 participants. Host the chess club as well. Also staff the Verdi branch which now houses a book return machine. Have a relationship with McQueen high school and Clayton Middle School.

- d) Marketing and Communication Team Presentation [Non-Action Item]
- Jamie Hemingway Public Information and development officer and her assistant Brad presented to the board on Marcom marketing and communications report. Markon is system wide with many members. We design posters and advertise library resources and programs. Social media and videos to promote services. Explorer is a calendar of what is going on as for programming.

- 8) Staff Announcements [Non-Action Item]

No discussion or action may be taken upon any matter raised under the comment section until the matter has been specifically included on the agenda.

Debbie Steers Collection Development Manager made an invitation to the first annual local author fest on Saturday November 9th at the downtown Reno library.

- 9) Adjournment at 7:44pm

Janet Butcher for the record.

Sorry to hear about the family emergencies last month that caused the Chair and Vice Chair to miss the September meeting. I hope all is well now. It does seem that the Vice Chair has missed a lot of meetings.

The two minute limit on public comment stifles a completion of a thought. It wasn't quite as bad when we were allowed the second comment at the end of the meeting. Unfortunately, now you've taken away the second comment. It would be nice if either the second comment or 3 minute limit were returned – better yet – both!

I appreciated having my comments entered into the minutes per Chair Silver's suggestion to allow for true representation of comments. Thank you for that.

The display on book banning / challenge was a misrepresentation of the whole story. A partial story is equivalent to a lie. The challenge of the books is to have them placed into age-appropriate areas. We understand that some adults need smut!

If you listen to some of the reports from the library staff, they go into the fact that their jobs have morphed into supplying social services. Does their job description cover this? Don't we already have a social service department in the county? That coupled with the need of the library to perform Social Engineering into the community, is not where tax dollars should be spent. I hope people will note that when they go to vote and vote NO on WC – 1. Isn't the huge budget already enough? Since the old tax initiative has run out, shouldn't the county look at putting this towards Social Services, Seniors, Foster Care or deficient Parks?

Staff report on policy revisions.

MEETING ROOM POLICY

- Cleaned up language for many sections.
- #1: included Zoom Rooms and other meeting spaces for broader coverage.
- #2: Users booking and checking in to meeting rooms must be of legal age (for liability, technology and equipment in meeting rooms, and to sign the Hold Harmless/Indemnification/Insurance Agreement)
- #3: added users may not restrict access or visibility into the meeting room.
- Added #9—Libraries may provide a designated space for displaying a flyer during a meeting. (Meeting room users may not place advertising signage in public spaces)
- #11 “No child under ten (10)” to be consistent with the unattended children’s policy
- #12: Modified insurance requirement to align with the county and our Hold Harmless/Indemnification/Insurance agreement
- #13: Added space limitations based on Fire Marshall occupancy postings
- #15: added “substantial risk of bodily injury” as prohibited activities to existing damage and destruction of library property/equipment
- #16 Added: Meeting room users whose privileges have been revoked may file an appeal according to the Suspension of Library Privileges Policy

CONDUCT POLICY

- #1: Specifically mentions adherence to the meeting room policy
- #3 adds that patrons will follow direction/instruction from library staff
- #10 added bicycles must be left in a designated location
- #11 Added the Library assumes no responsibility for items left in the library.
- #12: added “the intentional insertion of flyers or any other unsolicited materials into library books, magazines, or other items is strictly prohibited”

SUSPENSION POLICY

- Renamed to Suspension of Library Privileges Policy
- Reformatted to numbered items as other policies
- Define that incident reports will be submitted as soon as possible (*preferably* within 24 hours) of the incident to Library Administration
- Outlined information to be “included but not limited to” in incident reports

- Tied behaviors warranting suspension to the Conduct Policy
- RIGHT TO APPEAL:
 - Defined a timeline for the appeals process on the part of library administration: “Ten (10) working days” to respond to first or final appeal
 - Clarified: first appeal to Assistant Library Director, final appeal to Library Director

DRAFT