



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

WEDNESDAY, July 30th, 2025

5:30 P.M.

SOUTH VALLEYS LIBRARY 15650-A Wedge Pkwy, Reno, NV 89511

Library Trustees:

Ann Silver, Chair

Tami Ruf, Vice Chair

Gianna Jacks, Trustee

Lea Moser, Trustee

Marie Rodriguez, Trustee

0) Salute to the Flag led by Acting Director Stacy McKenzie

1) Roll Call [Non-Action Item]

- Present: Chair Silver, Vice Chair Ruf, Trustee Rodriguez, Trustee Moser, Trustee Jacks.

2) Reports

a) Acting Director preliminary budget presentation.

- Acting Director Stacy McKenzie presented three different budget proposals: thriving communities, flat, and 2.5 million cut. McKenzie outlined the presentation schedule; July – preliminary presentation and information gathering from the board, August – updated presentation, September – final presentation, October – present to the BCC.
- McKenzie shared comparisons between Washoe County Library System and benchmark libraries from other counties and states. She noted that WCLS is “way below” a thriving communities budget, especially in the area, and she was unable to find another library that served the same population number with the same budget. According to her findings, a budget for 500k people would be around 20 – 42 million dollars, while WCLS operates with 16 million. McKenzie shared that she used AI to gather the information, but fact checked its findings with her own research.
- McKenzie shared that the FY26 budget included 700k in undesignated funds that were transferred into the book budget line where money had previously been removed and put in abeyance. Even with the transfer, the budget line is currently 600k short of a normal book budget. McKenzie mentioned she will come to the board at a later date to release the abeyance funds for the book budget. She noted that any purchase over 500k will need BCC approval. In September she will know how much will be added to the budget from the left-over expansion fund which ended on June 30th, 2025. She assumes that the amount will be small.
- McKenzie identified other line items that cannot be negotiated such as utilities and overhead costs. She went over the impacts of losing the expansion fund, including the loss of a savings account that funded capital expenses. McKenzie noted that 123k will return to the county.
- McKenzie outlined the budget proposal with the 2.5 million cut she said was requested by the County. In preparing this budget, McKenzie removed the overhead expenses and fees that were nonnegotiable. The budget proposal included a 6k cut to the collections budget which would result in a loss of electronic resources, magazines, print offerings, and databases provided to patrons. McKenzie listed more cuts including reductions of the office supply, travel and training, and advertising lines. McKenzie noted that she is also looking at cuts to professional services, service contracts, cell phones, operating supplies, and equipment non-capital. McKenzie further outlined where the budget cuts would impact library services such as volunteer applications, security, and public computers. She emphasized that she is looking for ways to cut resources in order to save books and staff positions. Budget cuts would also result in fewer print

and electronic resources, reduced distribution of the Explorer magazine, the elimination of DVDs, reduction in staff training opportunities and conference attendance, and association membership fees. McKenzie noted that this is her “first stab” at the budget and it may evolve in the next month.

- McKenzie went on to outline the 1.7 million dollar cut to staffing which eliminates 15-20 library positions, including 3-4 administrative staff. McKenzie noted that some administrative positions could be relocated to other places within the library. She mentioned the hiring freeze that began in fall of 2024 that resulted in 15-18 vacancies. McKenzie expressed confidence that positions could be frozen, and others eliminated through attrition to avoid full layoffs.
- McKenzie outlined the impact the loss of 15-20 positions would mean, including reduced service days and hours, reductions or elimination of partner libraries, elimination of the Bookmobile, reduced programming, and elimination of outreaches. McKenzie noted that partner branch hours would need to be evaluated, including those of Verdi and Duncan Trainer. Noted that the library’s partnership with Gerlach and the Senior Center may also be cut.
- McKenzie spoke on possible next steps which would include identifying cost savings, working with administrative and branch staff to determine positions that can be eliminated, and the evaluation of partnership libraries. McKenzie noted that the other budgets she provided are not as “well fleshed out”.
- McKenzie continued with the flat budget proposal which would keep the library budget at a 17.8-million-dollar estimate. Maintaining a flat budget would mean current services would continue and no waiver would be needed to explain the “below standard” staffing and budget. McKenzie explained that a waiver is required if a library is 10% below the standard. She further explained the potential for a new Bookmobile, along with a more robust programming schedule.
- McKenzie shared the thriving communities proposal that was suggested by Chair Silver. This proposal would bring WCLS closer to the standards set by the state library. McKenzie noted that she provided a checklist in the packet of what state libraries ask branches to maintain regarding staffing per square foot and open hours. This budget would include funding for additional staff, expanded weekend and evening hours, more programs and services, space for non-profits, and expanded outreach programming. McKenzie shared that the library has applied for a 100k grant to fund a business library at the Downtown Reno branch.
- McKenzie mentioned the January 2026 deadline for the creation of a new library strategic plan. She noted that a waiver will be required if the plan cannot be completed by the deadline.
- McKenzie ended her presentation by noting that her appointment for interim director was not on the agenda. Chair Silver stated that her comment was not related to the agenda item being discussed. McKenzie continued that her comment is budget related and that in an email Chair Silver said she would allow McKenzie to speak. McKenzie stated that the job specs she was given for Acting

Director did not include developing or presenting the budget. She said that she was working “out of class” and was not being compensated for it. McKenzie wished to bring this to the attention of the board and stated that she will continue to develop the budget even though she is not being given the compensation she believes she is owed.

- Trustee Moser inquired about the seminars and meetings line of the 2.5 million dollar cut budget. McKenzie clarified that money was allocated for training and meetings such as NLA and ALA. The cut was 17,800 dollars. Trustee Moser asked if this funding was for one staff member or several. McKenzie clarified that it’s for any interested staff member. Trustee Moser asked why 2,800 dollars was saved in this line item. McKenzie explained it was just enough funding to cover meal stipends, incidentals, and possible association dues.
- Trustee Rodriguez clarified that volunteers cannot be brought on in place of staff, especially those that are lead positions. McKenzie affirmed, noting that Library Assistant III or above are considered lead positions. Mentioned urgent staffing requests due to the lack of lead roles. She will present more information on this in August. McKenzie noted that volunteers cannot be used for any tasks that are usually done by a regular employee.
- Vice Chair Ruf asked if any staff assessments have been made, and McKenzie asked if she meant a consultant. VC Ruf asked how managers decide how to staff their branch and what being a lead entails. McKenzie said she’d go more in-depth into that at the next meeting. The minimum is two leads, one if there is a special exception. McKenzie mentioned a previous study that showed the library system did not have enough staff to cover the base square footage. VC Ruf asked if the need for a lead was a County or library policy. McKenzie answered that it was an internal policy and part of best practices. Leads are trained to deal with higher level situations such as suspensions and security calls. VC Ruf stated that the policy may need to change. McKenzie noted that it isn’t common practice to put a lower paid position in place of a higher-class role. HR would need to be involved. VC Ruf requested more information on LAIII classification. McKenzie shared that they are below Librarians and there are only a handful at each branch.
- VC Ruf shared that Commissioner Andriola reached out and offered for the County to pay for an outside consultant. McKenzie said she would agree if it wasn’t a privatization firm, however she’d prefer to hire a director first. VC Ruf asked if the policy regarding volunteer duties was created by HR and noted that volunteers take on staff duties in schools. McKenzie stated that it was federal labor law and part of WCEA rules. VC Ruf asked if volunteers could shelve. McKenzie said they couldn’t if it was part of a staff member’s job duties. VC Ruf asked DA Kaplan if this was correct. DA Kaplan replied that he was unsure but would investigate it.
- Chair Silver commended McKenzie on the inclusion of the benchmark libraries and asked how long WCLS has been behind. McKenzie answered that funding started dwindling after the 2008 recession. Chair Silver asked how many waivers

have been requested. McKenzie explained when waivers are required, and Chair Silver asked again how long WCLS has been below average. McKenzie mentioned that they've been trying to build up the budget over the last few years and haven't had to provide any waivers.

- Chair Silver asked if a contingency plan had been created in case WC1 did not pass. McKenzie replied that a plan had not been created due to the positive assurances of several surveys. Chair Silver asked if McKenzie was involved in the communications about potential layoffs if WC 1 didn't pass. McKenzie said that was the director's role and she wasn't involved.
- Chair Silver recalled Abbe Yakoben's presentation and the 3 million still in the expansion budget. McKenzie clarified that her presentation was for FY27 and that all expansion funds will be used by the end of FY26.
- Chair Silver mentioned the possibility of working with sponsors and asked about grants. McKenzie shared that they have only applied for one LSTA grant for 100k to create the business library. She mentioned this may be the last year that the grant is offered.
- Trustee Moser asked for clarification about the BCC approval amount. McKenzie stated that she thought it was 500k but would need Debi Stears to verify.
- Chair Silver asked if there was anything they, as a board, should be doing to help the BCC meet the library's needs. McKenzie said that public comments to the BCC that outline where the library falls beneath the benchmarks and how the library might thrive in different circumstances would be helpful.
- VC Ruf asked if there are any documents that show county by county what the budgets are and how many people they serve. McKenzie answered that Nevada submits their statistics every year and there is a comparison online. She mentioned that Washoe County is the second largest county in the state and therefore doesn't have a direct comparison but agreed to send the link to the website. VC Ruf mentioned salary studies and the possibility of changing wages. McKenzie stated that the average library has 50-70% of their budget allocated for staffing, but WCLS is at 79% because the rest of the budget is so minimal.
- Trustee Jacks asked McKenzie if her having worked in Jefferson County was the reason why it was included in the benchmark library list, and how long McKenzie worked there. McKenzie replied in the negative and stated that she hadn't worked there since about 2012. Trustee Jacks noted that comparing counties may not be helpful because it's the individual needs of a community that should be considered. Trustee Jacks questioned what McKenzie meant by "fleshing out" the budget and what more numbers she would be able to provide at the next meeting. Trustee Jacks also noted that the budget presentation was long and expressed her belief that it should have been shorter. Trustee Jacks called for a five-minute break.

3) Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Bri Schmidt: Thanked librarians. Expressed desire to see the library as part of a thriving community and supported expanded weekend and evening hours. Urged

the board to move towards the “big picture” and support a thriving library system. Asked to hear more about what board members do when they visit the library branches. Expressed appreciation for McKenzie’s budget presentation.

- Cliff Nellis: Mentioned WC1 and why some community members do not wish to visit their local libraries. Called himself an “American Traditionalist” and expressed opinion that the libraries are “anti-traditionalist”. Called for new leadership. Mentioned privatization, the current library budget, and how changes may improve the system. Spoke out against sexualization of children.
- Amy Pulver: Expressed shock at not seeing the appointment of McKenzie as Interim Director on the agenda. Urged board to appoint McKenzie. Suggested that the edit to the bylaws regarding the review of monthly bills should be removed and that the board can do their work without “getting into the weeds” of the library’s processes.
- Carol Cooke: Questioned why McKenzie’s appointment as interim director was not on the agenda. Expressed distrust of the board due to perceived obfuscation. Emphasized the library’s need for an interim director. Mentioned that former Director Jeff Scott was criticized by the board for not presenting enough budget details but after McKenzie’s thorough presentation a trustee expressed that it was a waste of time.
- Naseem Jamnia: Congratulated Trustee Ruf on her reappointment. Expressed desire for board to take proper trainings to understand their roles. Acknowledged that they are in a volunteer position and have busy lives. Mentioned bylaw section 3 and questioned how the trustees would have enough time to review all expenditures. Urged the board to turn towards finding a director and address why the interim director appointment was not agendaized.
- Tara de Queiroz: Questioned when the board will show support for the library and library employees. Mentioned a certain trustee’s stance against Drag Story Hour and WC1, the resignation of Jeff Scott, and their failure to appoint a director or interim director. Urged board to understand their roles and responsibilities. Expressed confidence that the majority of the board is working to support and not tear down the library.
- Cate Salim: Addressed the void in leadership, citing how quickly an interim county manager was appointed after Manager Brown retired. Urged the board to appoint McKenzie as interim director and direct HR to post the director’s position. Mentioned how the BCC are reviewing their conduct and hopes the library board does the same. Expressed concern over the bylaw edit about reviewing expenditures. Included what she would like to see in the bylaws.
- Sandee Tibbett: Mentioned the cancellation of the July 16th meeting. Questioned McKenzie’s ability to lead and expressed concern at her potential appointment. Mentioned a letter with claims regarding McKenzie’s employment history and conduct. Expressed concern about “collusion” between McKenzie and Trustee Rodriguez. Supported reappointment of Trustee Silver as Chair and the appointment of Trustee Jacks for Vice Chair.

- Kit Waite: Thanked board for their time. Shared support for Trustee Jacks as Vice Chair. Expressed opinion that McKenzie's comment regarding compensation for performing out of class duties was "unprofessional" following her budget presentation.
- Cynthia Perine: Urged the board to appoint Trustee Jacks as Vice Chair and shared her support.
- Cynthia Reed: Washoe County teacher. Emphasized the library's importance in educating children outside of the classroom. Expressed desire for the community to recognize the library's importance. [Time stopped for mic battery replacement] Refuted the claim that library staff sit around and "do nothing". Shared how library staff "wear many hats". Urged the library system to keep the STEAM program.
- Alanna Fitzgerald: Thanked the Chair and Vice Chair and Acting Director. Shared appreciation for the range of services and resources the library provides. Expressed hope that the board follows ALA and NRS statutes about the goal of libraries. Cross-referenced NRS statutes with bylaw edits. Requested that the board work to keep the library as a welcoming space that provides resources to a diverse community.
- Janet Butcher: Repeated DA Kaplan's previous comment that the board is under "no obligation" to appoint a director. Expressed concern that if McKenzie is appointed as interim that her union membership will make it difficult to unappoint her. Mentioned a board member's affiliation with the democratic party. Shared the libraries she visited on a recent trip and how they were devoid of any "cult-like atmosphere". Suggested each branch be set up as its own cost center.
- Krysta Flanagan: Requested the board take ethics training and agendize their findings. Reminded the board of Trustee Jacks' past behavior as board chair. Urged the board to elect someone who will follow board bylaws and understand their role. Claimed recent actions by the board show gaps in "ethics understanding" per NRS.
- Virginia Larmore: Thanked board. Mentioned the wording of WC1 and why some community members viewed it as a new tax. Urged all board members to be supportive of the library and to work with the BCC. Pointed out that McKenzie's budget presentation would not have been necessary had WC1 passed. Suggested the creation of a library liaison position and joint meetings between the library board and the BCC. Expressed desire to see the board succeed and work with the library.
- Douglas Miller: Addressed budget concerns. Mentioned WC1 and its original purpose. Expressed opinion that WC1 funding was used for items that weren't related to building or expansion needs which caused the library to rely on it, citing "mission creep". Shared that libraries will have to make a case for their importance. Urged caution if viewing privatization as a "cure all".

- Andrew Maurins: Library Assistant II at South Valleys. Shared family Storytime experience and the joy his job brings him. Expressed his appreciation for positive experiences that remind him why he is a librarian, and his feelings regarding those that led to the cancellation of Drag Story Hour.
- Yolanda Knoff: Supported Trustee Jacks to be appointed Vice Chair. Expressed disagreement with public commentators who support McKenzie becoming interim director. Mentioned WC1 and the perceived sexualization of children. Shared concern about pornography.
- Bruce Parks: Urged the board to hire an outside agency to make recommendations for changes to the library system. Claimed he has not received information about the policy that banned him from the library. Encouraged board to hire an outside agency to find and hire a director from outside Washoe County. Expressed appreciation for the current board.
- Laura Wetherington: Expressed appreciation for South Valleys staff. Shared recent positive library experiences and the many services the library provides to the community. Thanked Chair Silver for requesting a thriving community budget.

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

- Chair Silver shared her appreciation for public comments and reminded the public that Open Meeting Law prohibits the board members from gathering outside of the meetings. She emphasized that all board members are committed to their task and requested the public refrain from “criticizing” the board’s hard work.
- Trustee Rodriguez shared that she participated in a mock trial earlier in the month and brought back brochures on Community Court for any interested board member. Thanked Andrew Maurins for his comments and shared her agreement with his assertion of the great work libraries do. Requested a copy of the organizational charts that were sent out to other board members. Chair Silver asked if McKenzie could share the document. McKenzie agreed but noted that it had been Chair Silver who had sent the charts on May 5th.
- Trustee Rodriguez questioned why appointing an interim director was on the previous July agenda but not the current one. Requested to have the agenda item listed for the August meeting.
- Trustee Jacks requested a review of the approved April 16th meeting minutes to be added to the next agenda. Mentioned agenda item 6b and her appreciation for the chance to nominate herself for Vice Chair.
- Trustee Moser thanked the public. Requested the Incline Village and South Valleys branch reports to be agendaized. Shared her agreement with increased evening and weekend hours to accommodate those who cannot visit during the current hours. Trustee Moser shared that she reached out to other library trustees and library directors in the south and learned that more training is needed on the specifics of the trustee role. Requested a permanent financial

officer from the county to liaison with the director and board about the budget. Spoke on municipality vs county branches. Requested that board members be briefed two at a time on the agenda so they can ask clarifying questions beforehand.

- Trustee Moser shared that she shadowed Acting Director McKenzie on June 16th and thanked everyone who allowed her to participate in their meetings. Encouraged more discussion on ways to generate income for the library and suggested charging for meeting room use, creating a passport office and in-house testing centers, circulating casino donations, and the possibility of removing non-County residents from being able to access collections. Shared her appreciation for Debi Stears. Mentioned she would like to make some changes to her bylaw edit suggestions based on public comments.

5) Approval of Meeting Minutes

- a) Approval of Minutes from the Library Board Meeting of May 21, 2025 [For Possible Action]
 - Trustee Jacks asked Administrative Assistant Siera Schubach if the meeting minutes for May 21st had been altered since they had originally been posted in the board packet. Schubach replied in the negative. Trustee Jacks inquired about the program Schubach used to create the minutes. Schubach replied that she doesn't use any program and types all notes and minutes by hand. Trustee Jacks claimed that the format for the minutes was uncommon and that it did not match the YouTube transcript she used for comparison. She further claimed that the minutes were out of order. Schubach explained that the minutes were written chronologically. Trustee Jacks continued to interrogate Schubach as to the validity of the meeting minutes. Chair Silver joined the questioning and agreed that the minutes weren't chronological. Schubach reiterated her process and the accuracy of the minutes and suggested that the board use an AI service if they are not pleased with the current minutes. Trustee Jacks continued her claims and was unable to specify the exact instances where the minutes were inconsistent. Schubach mentioned that her meeting minutes had been previously approved and expressed her confusion for Trustee Jacks's accusations. Trustee Moser noted that she has openly applauded the minutes in the past but would refer to DA Kaplan to the legality of the minutes. Trustee Jacks called for a two-minute recess.
 - Trustee Jacks continued her earlier claim that the meeting minutes were not correct with "Robert's Law" and that she maintained the proof in the YouTube transcription. Asserted that there would be "problems" if the minutes were approved. Chair Silver requested McKenzie review the minutes. Trustee Rodriguez noted that transcriptions and meeting minutes are two different things and said she found no issues with the minutes. Chair Silver expressed her opinion that alterations needed to be made and would consider this a "teachable moment".

- On motion by Trustee Rodriguez, seconded by Trustee Ruf, which motion duly carried on a 4-1 vote, with Trustee Jacks voting no, the meeting minutes for May 21st were approved.

6) New Business

a) For Possible Action: Election of Chair for Library Board of Trustees for Fiscal Year 2026 [For Possible Action]

- Trustee Jacks nominated Chair Ann Silver to continue as Board Chair. Trustee Moser seconded. Trustee Rodriguez nominated Vice Chair Ruf given her background in libraries. Vice Chair Ruf emphasized the need for continuity and supported Chair Silver.
- On motion by Trustee Jacks, seconded by VC Ruf, which motion duly carried on a 3-1 vote with Trustee Rodriguez voting no and Chair Silver abstaining, Chair Ann Silver was reappointed as Board Chair for FY 2026.

b) For Possible Action: Election of Vice-Chair for Library Board of Trustees for Fiscal Year 2026 [For Possible Action]

- Vice Chair Ruf nominated Trustee Moser based on her board tenure and research abilities. Chair Silver moved for a motion to appoint. Trustee Moser seconded but mentioned that she would also support Vice Chair Ruf for reappointment. Thanked Vice Chair Ruf for her nomination.
- Trustee Jacks nominated herself for Vice Chair. Moser questioned if that was allowed after a motion had been made. DA Kaplan clarified that they were confusing nominations with motions. Chair Silver asked if they could have more than two candidates. DA Kaplan confirmed. Chair Silver clarified that they had a motion and a second. Trustee Rodriguez pointed out that Chair Silver must ask if there are any opposed. DA Kaplan explained the nomination and voting process.
- On motion by Chair Silver, seconded by Trustee Moser, which motion duly carried on a 4-1 vote, with Trustee Rodriguez voting no, Trustee Moser was appointed Vice Chair for FY 2026.

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

- Trustee Moser nominated Vice Chair Ruf to continue her position as liaison to the Friends. Vice Chair Ruf shared she completed the training but only attended one meeting. She would like to continue in the role unless another Trustee volunteers. Trustee Rodriguez and Trustee Jacks declined.

- On motion by Chair Silver, seconded by Trustee Moser, which motion duly carried on a 5-0 vote, Vice Chair Ruf was reappointed Friends of Washoe County Library liaison.
- d) For Possible Action: Approval of Library Board of Trustees Meeting Schedule 2025-2026 [For Possible Action]
- Chair Silver moved to approve the meeting schedule, Trustee Ruf seconded the motion. Trustee Jacks asked who decided on the branch updates noted on the schedule. Acting Director McKenzie explained the decision process and mentioned that other departments will present to avoid branches presenting twice. Trustee Jacks questioned if they should approve the branch update schedule. Chair Silver mentioned there could be flexibility. Trustee Jacks questioned if they were locked into the presentation schedule. Trustee Rodriguez noted that the schedule states that the presentations are tentative. Chair Silver moved to approve the meeting schedule and Trustee Rodriguez seconded the motion. Trustee Moser abstained. DA Kaplan questioned her basis for abstaining. Trustee Moser explained that the meetings are often cancelled around major holidays and wished to discuss the December and July items. DA Kaplan explained that this was not a basis to abstain. Trustee Moser reiterated her desire to abstain. DA Kaplan reiterated that her explanation was not a basis to abstain. Chair Silver mentioned that the items were tentative. Trustee Moser declared a nay vote in protest.
 - On motion by Chair Silver, seconded by Trustee Rodriguez, which motion duly carried on a 4-1 vote, with Trustee Moser voting no, the Library Board of Trustees Meeting Schedule 2025-2026 was approved.
- e) For Possible Action: Approval of Library Holidays and Closures for FY 2026 [For Possible Action]
- On motion by VC Ruf, seconded by Trustee Rodriguez, which motion duly carried on a 5-0 vote, the Library Holidays and Closures for FY 2026 was approved.
- f) Discussion and possible action to revise the Library Board of Trustees' Bylaws. [For Possible Action]
- Trustee Moser appreciated public comments regarding reviewing monthly bills and agreed the wording was “inappropriate”. Suggested instead of reviewing bills, they may request a presentation or review of financials to stay consistently informed of the budget. Chair Silver agreed that it would be “in the weeds” to review all bills and didn’t feel that was within the purview of the board. Trustee Rodriguez agreed that it was not necessary

to review monthly bills to be paid. Requested to go through the bylaw edits section by section.

- Trustee Rodriguez suggested the word “improve” be changed to “support” in Section 1. On motion by VC Ruf, seconded by Trustee Moser, which motion duly carried on a 5-0 vote, edits to section 1 provided by Trustee Moser were accepted with the wording change noted by Trustee Rodriguez.
- On motion from VC Ruf, seconded by Trustee Rodriguez, which motion duly carried on a 5-0 vote, edits to section 2B item 5 provided by DA Kaplan were accepted.
- Trustee Rodriguez asked DA Kaplan for clarification if the suggested edit should be in the bylaws since it’s an NRS statute. DA Kaplan clarified that it is contrary to the NRS statute. On motion from Trustee Rodriguez, seconded by Chair Silver, which motion duly carried on a 5-0 vote, suggested edit to Section 2B item 7 provided by Trustee Rodriguez was removed.
- Trustee Jacks suggested the bylaws were not a place for Washoe County guidelines. Trustee Jacks then began discussion of Section 2D item 1 at which point Chair Silver moved to the discussion to D1, but DA Kaplan noted that it was not a suggested edit and could not be discussed without proper public notice. The conversation turned back to Section 2D item 5. Trustee Ruf raised her concern that the job description may not accurately match the director’s current role. Trustee Moser and Chair Silver agreed that the wording was outdated and should match the wording on the evaluation. On motion of Trustee Ruf, seconded by Trustee Rodriguez, which motion duly carried on a 5-0 vote, suggested edits to Section 2D item 5 provided by Trustee Rodriguez were removed.
- On motion of Trustee Rodriguez, seconded by Trustee Moser, which motion duly carried on a 5-0 vote, suggested elimination of “and” in Section 2D item 8 was accepted.
- On motion of Trustee Moser, seconded by Vice Chair Ruf, which motion duly carried on a 5-0 vote, suggested addition of “as necessary” in Section 3A item D was accepted.
- Trustee Moser moved for a block motion to approve any typos in the bylaws. On motion by Trustee Moser, seconded by Trustee Ruf, which motion duly carried by a 5-0 vote, all typos were approved.
- Trustee Silver asked DA Kaplan for clarification on how the suggestion in Section 3A item F would work. DA Kaplan answered that the chair has no

authority to act on behalf of the board unless given authority by the board. He gave the example of speaking at the BCC; the chair can comment as an individual but not as a spokesperson for the board unless previously approved. In his opinion, the addition was unnecessary. Trustee Rodriguez asked if they should say “all trustees” rather than just the chair. DA Kaplan replied that would be acceptable. Trustee Moser noted that the wording might be helpful for new trustees. Trustee Rodriguez suggested the item move to D10. Chair Silver asked if the wording should include “to a public body” and DA Kaplan suggested the wording should stay as is. Vice Chair Ruf expressed her opinion that the addition would be redundant. On motion by Trustee Rodriguez, seconded by Trustee Moser, which motion carried on a 4-1 vote with Vice Chair Ruf voting no, it was ordered that Section 3A item F be moved to Section 3D item 10.

- On motion by Trustee Moser, seconded by Trustee Rodriguez, which motion duly carried on a 5-0 vote, suggested edit of Section 3A item L was removed.
- Trustee Rodriguez asked DA Kaplan if Section 4A required the addition of “who agrees”. DA Kaplan explained that traditionally the library director only needs to consult with the board chair about a meeting cancellation, and agreement is not required. On motion by Trustee Rodriguez, seconded by Trustee Moser, which motion duly carried on a 5-0 vote, the removal of Trustee Rodriguez’s proposed edit was approved.
- Trustee Moser noted that Trustee Rodriguez’s addition was acceptable and should also include that the library director and DA will brief trustees on agenda items. No clear motion was made but it was seconded by Trustee Moser, and on a 4-1 vote with Trustee Jacks voting no, Trustee Rodriguez’s suggested edits for Section 4 item C were approved. Trustee Moser asked if her suggested addition was also approved and Chair Silver said it appeared to be a separate item.
- Trustee Rodriguez clarified that she added Section 4 item E for “transparency” and asked if Teams messages were considered a quorum. DA Kaplan said the same rules apply to any communication; trustees cannot converse if there is a quorum. Trustee Rodriguez suggested that the county provide board members with laptops or iPads to use their county appointed email. Trustee Ruf suggested taking out the mention of Teams. On motion of Trustee Moser, seconded by Vice Chair Ruf, which

motion duly carried on a 5-0 vote, the addition of Section 4 item E was approved with the elimination of “Washoe County Outlook Teams”.

- Trustee Moser requested her additions to Section 4 item H be removed. On motion by Trustee Moser, seconded by VC Ruf, which motion duly carried on a 5-0 vote, the removal of Section 4 item H1 and H2 was approved.
- On motion by Trustee Rodriguez, seconded by Trustee Ruf, which motion duly carried on a 5-0 vote, the suggested edit to Section 4 item J by DA Kaplan was accepted.
- Trustee Rodriguez clarified that her suggested edit to Section 4 item L was to improve readability. On motion by Trustee Moser, seconded by Trustee Rodriguez, which motion duly carried on a 5-0 vote, Trustee Rodriguez’s suggested edit to Section 4 item L was approved.
- On motion by Trustee Moser, seconded by VC Ruf, which motion duly carried on a 5-0 vote, Trustee Moser’s suggested edit to Section 4 item L was approved.
- In reference to Section 4 Item L additions on subcommittees, DA Kaplan told the board that subcommittees and working groups would be subject to Open Meeting Law and require public agendas if the group includes at least two board members. He further noted that his office has said no subcommittees are authorized based on the additional cost to the County. Trustee Moser expressed her confusion, citing her experience speaking with other boards who utilize subcommittees. She further encouraged DA Kaplan to reach out to other Nevada boards, as they are all under the same NRS statutes. DA Kaplan said additional research on his part was not needed and noted that his phrasing in the bylaw edit came from the Attorney General’s Office. He reiterated that whenever two members of a board are on a subcommittee, it is subject to Open Meeting Law. Trustee Moser disagreed with DA Kaplan’s statement. Chair Silver mentioned that citizen committees or committees with one trustee could still be appointed. Trustee Moser expressed her displeasure with DA Kaplan’s statement regarding additional research and called Kaplan “unprofessional”. DA Kaplan explained that he can do more research but what he has outlined is law. He can withdraw the addition from the bylaws, but the sentiment remains law. Chair Silver supported the withdrawal of the addition. DA Kaplan agreed to withdraw the suggestion. No vote was taken.

- VC Ruf mentioned the date at the bottom of the bylaws should be changed.

g) Discussion and possible action regarding the process and timeline to move forward in hiring a new Library Director. Possible action could include exploring internal candidates, and directions to staff to use of an executive search firm to conduct a national search for candidates, a combination of both internal and national candidates. [For Possible Action]

- Trustees moved to ask Washoe County to proceed with a search for a new director when DA Kaplan pointed out that HR Manager for Compensation and Recruitment, Julie Paholke, was standing at the podium waiting to make her presentation.
- Julie Paholke proposed the search for a new Library Director begin in January 2026 with an expected appointment by March 2026. Chair Silver noted that she would like public input to start the process and to hear recommendations from public comment. Paholke said they can look for public input early in the process. Trustee Rodriguez suggested that if a survey is sent to the public then a timeline should be given for feedback. Paholke clarified that a search firm would put out the survey based on what the board requested. Trustee Moser asked about updates to the job description. Paholke replied that HR would make the updates and share with the board. She noted that HR works with the Chair and Vice Chair on behalf of the board to avoid a quorum. Chair Silver wondered how they would interview the candidates without creating a quorum. DA Kaplan explained that the interviews could take place in a public meeting. Chair Silver suggested the next meeting have an agenda item for public comment regarding library director qualities. Trustee Rodriguez pointed out that the public will have opportunities to voice their opinions with the survey and during meet and greets. Trustee Moser asked that they reach out to ALA. Paholke thanked Trustee Moser for her suggestion. Chair Silver reiterated that she is not looking to privatize.
- On motion by Trustee Rodriguez, seconded by Trustee Moser, which motion duly carried on a 5-0 vote, the board authorized Washoe County HR to move forward with the search for a library director.

7) Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Janet Butcher: Apologized to Chair Silver for a previous misunderstanding regarding public comment. Read through concerns regarding the suggested bylaw edits. Expressed opinion that the minutes paraphrase her words and “take the meat” out of the comments. Addressed the library budget proposals and claimed other libraries survive on smaller budgets.
- Carol Cook: Sympathized with the difficulties of understanding Open Meeting Law and expressed appreciation for Trustee Moser’s research. Urged the board to trust DA Kaplan’s advice. Expressed concern with asking McKenzie to act as interim director without proper appointment or compensation. Urged the board to consider McKenzie’s position.
- Joanie Hammond: Expressed appreciation for Trustee Rodriguez’s suggestion of a survey. Urged the board to be careful about how they word questions to make sure they are not biased.
- Cynthia Reed: Questioned why McKenzie’s appointment as interim director was not on the agenda. Asked if the board could comment on their reasoning. [Chair Silver interjected that they cannot].

8) Staff Announcements [Non-Action Item]

- South Valleys Branch Manager Julie Ullman shared the many positives going on at her branch. She drew attention to the new meeting room and the photographs that lined the walls. These were provided by a patron, along with a generous donation that was used to replace the benches in the front of the building. Shared some of the other areas of the library that would benefit from improvements, including the Teen Zone. Thanked her staff for all their help and thanked everyone in attendance at the meeting.
- North Valleys Branch Manager Jonnica Bowen asked the board to imagine her branch; a library in a strip mall, unequipped for library service, with a service floor barely larger than the meeting room they are all seated in. Bowen shared they had 62 people attend their recent Toddler Time program, along with a representative from Children’s Cabinet who worked with families afterwards about engaging with their children and meeting developmental milestones. Meanwhile front-line staff were helping job seekers. Emphasized the need to celebrate how librarians help their communities during hard times. Even as Branch Manager, Bowen wiped down tables to prepare for the distribution of free food in partnership with the NV Food Bank. She shared that they served 29 meals and had to call for more to be delivered for the next day. Bowen said that being able to share these stories with the board is important, but that staff safety and wellbeing is just as important. After witnessing the board’s behavior to staff, she urged the board to realize how unsafe and unwelcoming the meetings have become. She shared her support for library staff and urged the board to make the meetings a safe space.

9) Adjournment

- Chair Silver adjourned the meeting at 10:21pm.