

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES  
FEBRUARY 18, 2015**

The Board met in regular session at the Downtown Reno Library, 301 S. Center Street, Reno, Nevada. Chair Sara Sattler called the meeting to order at 4:03 p.m.

**ROLL CALL**

Board Members Present: John Kupersmith, Sara Sattler, Al Stoess, Derek Wilson  
County Staff Present: Assistant District Attorney Dania Reid  
Friends of the Library: Sheryl Stopper  
Public Present: None

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

On motion by Trustee Kupersmith, seconded by Trustee Wilson, which motion duly carried, the Board approved the minutes from January 21, 2015. All in favor, none opposed.

**NEW BUSINESS**

**DISCUSSION REGARDING THE LIBRARY BOARD'S GOALS FOR THE JOINT MEETING WITH THE BOARD OF COUNTY COMMISSIONERS TO BE HELD FEBRUARY 24, 2015, TO INCLUDE POINTS THE TRUSTEES WISH TO MAKE AT SAID MEETING CONCERNING THE MASTER FACILITY PLAN, THE LIBRARY STRATEGIC PLAN, AND THE LIBRARY'S FY 2015/16 BUDGET REQUESTS.**

The Library Board reviewed the information submitted in the packet.

Director Maurins advised the packet included all materials for the joint meeting next week including: draft agenda, Final Draft of the Master Facility Plan, slides to be used by Mr. Lankenau during his presentation, Staff Report on proposed objectives and goals for the Library's Strategic Plan and the Staff Report on the Library's proposed budget requests for FY 2015/16.

The agenda will also include a report by John Crockett, Sierra View Managing Librarian, on activities at that branch, and comments by Friends Board members on book sale activities that occur adjacent to the Sierra View Library.

Director Maurins confirmed that the Board will receive another packet for the joint meeting

Board discussion included:

Basic Summary of the Facility Plan includes options to bring the Washoe County Library System closer to such standards as currently exist. At this time, the Library is falling short on the service

needs of the public with reduced staffing levels and hours. Trustee Wilson noted that the challenge is trying to cast a positive light when requesting funding for dire circumstances.

Director Maurins advised the Board his budget request for a security guard assigned to the Sparks and Sierra View Libraries is a result of the growing number of incidents at these sites.

- Upon questioning, John Crockett, Sierra View Managing Librarian, clarified that a security guard would help staff, as many of the incidents are not within the normal bounds of staff interaction.
- Scottie Wallace, Downtown Reno Managing Librarian, noted that the uniformed presence often helps in keeping incidents manageable. She offered the Board access to Downtown Reno incident reports should they be of interest.
- Upon questioning, Ms. Wallace informed the Board that the County and law enforcement were unable to determine what caused the broken window that delayed the opening of the Downtown Reno Library on February 8, 2015.

The Board agreed they would like to see a chart or graph presented at the Joint meeting showing the disparity between the square footage recommended in the Facility Plan and current square footage of Washoe County Library System facilities.

- Director Maurins advised that the packet has already been finalized with the Board of County Commissioners.
- Mr. Lankenau's PowerPoint presentation includes reproduced tables from the Plan, but not charts or graphs.
- Legal Counsel Dania Reid advised that there are rules that may apply to provision of supplementary material, and requested any material to be sent to her first for review and research.

Trustees Lokken and Wilson have not been able to meet as discussed last meeting for the review of the Expansion Fund projections. Director Maurins is hoping to get an updated projection from the Library's Budget Analyst.

Director Maurins clarified his intent to tie the objectives and goals together with the budget requests to the Board of County Commissioners at the joint meeting. He indicated that the time to raise pre-determined Library Board of Trustee talking points would be during this agenda item.

- Legal Counsel Dania Reid informed the Board that open meeting rules do not allow for topics to segue off of the agenda item.

Chair Sattler encouraged the Board to identify talking points for the joint meeting. The talking points decided upon include:

- Strategic Plan:
  - Trustee Wilson stated that we need to sound positive when presenting that initiating option(s) from the consultant's report would move the Library System towards meeting Objective #1. At this time, we are losing space and not meeting community and individual needs.
  - Director Maurins noted that several of the listed goals relate directly to recommendations in the Facility Plan. Those include: expanding hours, space planning and adding pick-up locker locations.

- Trustee Kupersmith stated it would benefit the community to remind all that a library is an economic engine with benefits to the community. Current benefits include assisting individuals to earn GED's and find employment.
- Implementing Facility Plan recommendations of joint library and public building(s) would promote better access and community relationships.
- Budget Plan:
  - Director Maurins stated that safety considerations are involved in the budget plan. Adding Security guards would allow patrons and staff to feel safer. Including political aspects of this would not hurt when presenting in the joint meeting.
  - Trustee Stoess stated he was satisfied with what is listed in the staff report and to concentrate on those points, elaborating where possible. He also suggested the Board focus on System Recommendations (page 16 of the Facility Plan).
  - The additional \$5,000,000 included in the CIP request comes from the low end of Facility Plan recommendations for North Valleys.
  - Three quarters of the budgetary requests are geared towards improved library services and one quarter towards reducing Expansion Fund expenditures.
  - The Board agreed that talk of raising a new tax initiative is not a bad idea at this time and Director Maurins believes that the Library System will need to extend the Expansion Fund beyond 2025 with a new sources of dedicated revenue.

The Board agreed that if asked which Facility Plan option would be endorsed at the joint meeting, Option Four best supports current economic trends at this time, bringing the Library System up-to-date in manageable phases. The Board agreed that as time progresses and trends change, Option Four may not always be the option endorsed.

Director Maurins stated his intent during his presentation will be to convey an overall message that the Library will continue to try to meet its objectives and goals with its current resources; however, he is requesting more funding to help decrease Expansion Fund expenditures and meet the primary objectives noted in the staff report.

## **REPORTS**

### **LIBRARY DIRECTOR'S REPORT TO INCLUDE ADMINISTRATION AND COLLABORATIONS, PROGRAMS AND ACTIVITIES**

The Library Board reviewed the information submitted in the packet.

Director Maurins mentioned the "State of the County" presentation on April 14, 2015; among the Library accomplishments he submitted for that presentation were the contribution of approximately 12,000 Library volunteer hours. He also noted that 34 individual volunteers will receive a Presidential Volunteer Service Award at the April Library Board of Trustee meeting.

Upon questioning, Beate Weinert, Programs and Collaborations, informed the Board on where the Library borrows a pig for the "Kiss the Pig" campaigns at the local elementary schools. Her contact is Reno Tahoe Rescues.

## **FRIENDS ACTIVITIES**

The Library Board reviewed the information submitted in the packet.

Trustee Wilson highlighted the following from the Feb 4, 2015, Friends meeting:

- Friends were evaluating applicants to join the board. There seemed to be a high level of interest and commitment.
- He was amazed how much money had been raised and donated. Recently, Friends donated \$140,000 to the Library.
- Jennifer Oliver, Marketing Coordinator, is continuing to solicit grants, using Friends as the applicant. This approach benefits Friends and the Library, as Friends are in a better position to receive certain grants.
- Since 1980, Friends has donated approximately \$3,000,000 to the Washoe County Library System.

Chair Sattler thanked Friends for their continued support.

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

The Library Board reviewed the information submitted in the packet.

## **MONTHLY LIBRARY USAGE STATISTICS**

The Library Board reviewed the information submitted in the packet.

Upon questioning by the Board, Director Maurins noted that Library open hours have remained steady, but that the Library is unable to account for why fewer people are choosing to come into system library branches.

In response to comments from the Board, John Andrews, Internet Services Librarian, informed the Board that the home page for the new website has been finalized and the County is now working on secondary pages. He noted that the timeline has moved out approximately one month with the beta launch in April 2015 and go live date in May 2015. Mr. Andrews offered visual access to the Board, upon request, of the secondary pages being worked on.

## **PUBLIC COMMENT**

None.

## **BOARD COMMENT**

None.

## **ADJOURNMENT**

Chair Sattler adjourned the meeting at 5:04 p.m.