

**LIBRARY BOARD OF TRUSTEES SPECIAL MEETING MINUTES  
WEDNESDAY, September 27, 2017**

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

**Chair Alderman called the meeting at 4:00 pm.**

**1) ROLL CALL**

Board Member Present: Wendy Alderman, Zanny Marsh, Ted Parkhill (arrived at 4:11 pm),  
Jean Stoess, Derek Wilson (via phone)

County Staff Present: Assistant District Attorney Dania Reid, Assistant County Manager  
Dave Solaro

Public Present: None noted

**2) PUBLIC COMMENT**

None

**3) NEW BUSINESS**

**a. APPROVAL OF THE WASHOE COUNTY LIBRARY SYSTEM STRATEGIC PLANNING PROCESS  
FOR 2018-2020**

Director Scott referred to the staff report and attached process. He explained the process is a modified version of a process created by the Public Library Association and that he has used this process effectively several times.

The Washoe County Library Leadership and System level administrators will be talking to the stakeholders in their communities to get a community perspective on community needs. The communication data will be compiled to determine the top most noted needs.

Upon questioning by the Board, Director Scott:

- Explained that the service responses on page 2 of the process come from the Public Library Association and that an organization the size of Washoe County should select 3-5 of the noted areas based upon community response.
- Utilizing components from both the Washoe County Strategic Plan and the United Way Community Strategic plan allows for the Washoe County Library System to integrate with Washoe County as a whole.
- By including stakeholders in the community, stakeholders, the media and community are already in support of what the Library System is working to accomplish should the need arise to fundraise.
- The Library System and Washoe County are already having conversations about the future of library funding and the sunset in 2024 of the WC1 Expansion Fund library tax initiative.

- Should community needs express inadequate facility space or location of libraries, the Library System would communicate this with Washoe County.

Trustee Parkhill arrived at 4:11 pm

On motion by Trustee Stoess, seconded by Trustee Marsh, motion which duly carried, the Board approved the Planning for Results Process as presented, including any additional points of contact the Board feels should be noted. All in favor, none opposed.

**4) STAFF ANNOUNCEMENTS**

None

**5) PUBLIC COMMENT**

None

**6) BOARD COMMENT**

Chair Alderman reminded the Board of the opportunity presented to the Trustees to participate by joining library staff in attending the Nevada Library Association on Wednesday, October 18, 2017, at the Hard Rock Hotel and Casino at Stateline.

Upon questioning by the Board, Director Scott confirmed the following:

- This is the first opportunity since 2002 for all staff attendance to such an event.
- Trustees would receive notice of the available presentations prior to the conference to determine what catches their interest or the ones deemed more important
- He will highlight or note which presentations are being done by Washoe County Library personnel.

Upon questioning by the Board, Legal Counsel Dania Reid, suggested the following:

- Tami Gaston to prepare a Possible Quorum Public notice for posting pursuant to Open Meeting Law (OML) standards
- Ms. Gaston should be the individual point of contact to collect and send Trustees information of who plans to attend which presentations.
- Should the Trustees desire to bring anything of note to the Board for discussion, Trustees must agendaize the item for Board discussion at a future meeting. Written summaries or other materials are able to be provided, but must be included in the Board packet due to OML. Trustees need to always be careful of deliberation for any issues that could be considered board related.

Trustee Stoess requested Chair Alderman to write a thank you to Commissioner Berkbigler from the Library Board of Trustees for her donation to the Library Summer Reading Program. Commissioner Berkbigler generously donated \$5,000 from her district's Special County Commission District Funds.

**7) ADJOURNMENT**

Chair Alderman adjourned the meeting at 4:21 pm.