

**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, APRIL 18, 2018**

The Board met in regular session at the Sparks Reno Library, 1125 12th Street, Sparks, NV 89431

Vice Chair Marsh called the meeting at 4:00 pm.

1) ROLL CALL

Board Members Present: Zanny Marsh, Jean Stoess, Derek Wilson

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

Public Present: Heidi Wilson, Secondhand Prose Chairman Sheryl Stopper (Friends of Washoe County Library), Scottie Wallace

2) PUBLIC COMMENT

None

3) APPROVAL OF MEETING MINUTES

a. APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF MARCH 21, 2018

On motion by Trustee Wilson, seconded by Trustee Stoess, motion which duly carried, the Board approved the meeting minutes from the Library Board of Trustee meeting of March 21, 2018. All in favor, none opposed.

4) OLD BUSINESS

a. DISTRIBUTION OF MATERIALS RECEIVED BY FRIENDS LIAISON TRUSTEE STOESS FROM FRIENDS OF WASHOE COUNTY LIBRARY (FWCL) INCLUDING CURRENT FWCL BOARD INFORMATION, ORGANIZATIONAL HISTORY, AND FRIENDS' INVESTMENT GUIDELINES AND SPENDING POLICY, AS DISCUSSED DURING THE LIBRARY BOARD OF TRUSTEE WORKSHOP MEETING ON FEBRUARY 28, 2018

Trustee Stoess stated the information provided was received from Friends of Washoe County Library (FWCL) and that FWCL Treasurer Keith Judson was willing to discuss concerns at a future meeting if the Board decides to agendize any items from it.

Legal Counsel Dania Reid suggested that the Trustees review the material provided and contact either Board Secretary Tami Gaston or Chair Wendy Alderman to agendize any specific items they would like to discuss at a future meeting, providing specific item of interest and location within the provided packet.

5) **NEW BUSINESS**

a. **ACKNOWLEDGMENT OF DONATIONS MADE DURING THE THIRD QUARTER OF FISCAL YEAR 2017-2018**

Trustee Wilson noted that there were a lot of Library staff names under donations and appreciates their support as well.

On motion by Trustee Wilson, seconded by Trustee Stoess, motion which duly carried, the Board approved acknowledgement of donations during the third quarter of the fiscal year. All in favor, none opposed.

b. **APPROVAL OF REVISED MEETING ROOM POLICY REMOVING RESERVATION FEE OF \$20 EFFECTIVE JANUARY 1, 2019**

Vice Chair Marsh noted this agenda item will be moved to another meeting due to action verbiage having been dropped from the posted agenda. This agenda item will be included in the May Board Meeting.

6) **REPORTS**

a. **LIBRARY DIRECTOR'S PRESENTATION TO INCLUDE SYSTEM PROGRAMS AND ACTIVITIES, AND FRIENDS REPORT FOR MARCH 2018**

Director Scott provided a PowerPoint presentation updating the Board on Library System programs and activities, outreach and operations for the month of March 2018.

b. **TACCHINO TRUST UPDATE**

The Board reviewed the information submitted in the packet.

Director Scott noted that expenditures for the month of March included furniture, children's materials and a payment to Gustin & Associates that was approved by the Board last month.

7) **STAFF ANNOUNCEMENTS**

Director Scott stated that Washoe County has been testing their facilities for Radon and the Downtown Reno Library came back with elevated Radon levels in the building. At this time the County is in the information gathering stage in the testing process and there will be a presentation to library staff tomorrow by the County to talk about the Radon levels and what is going on with that. Radon is a naturally occurring gas that seeps up from the ground and can lead to cancer after prolonged exposure. The Library will be running the HVAC 24 hours a day/7 days a week and moving staff who work at the lowest levels in the building to higher floors as additional caution. The levels will be retested in the next week and we will determine where to go from there.

Systems and Access Librarian Nancy Keener, informed the Board that the Monthly Technology Report had been passed out prior to the meeting but was not on the agenda for discussion. She recommended the Trustees either email her with questions or she was prepared to answer any questions at the next meeting.

Development Officer and PIO Andrea Tavener showed off the new aprons purchased for staff use at community outreaches as well as the bags, which will sell for \$2.00 each, and water bottles provided to the Trustees and Presidential Volunteer Awardees prior to the Library

Board meeting. She also publically acknowledged and thanked FWCL for funding the purchase of the noted items.

8) **PUBLIC COMMENT**

Assistant County Manager Dave Solaro from the Washoe County Managers Office followed up with more information regarding Radon levels, stating that the County is not taking this situation lightly for Library staff, patrons and Board members. He noted that pertinent County departments are aware of the situation including Human Resources and Risk Management. He advised that Washoe County Employee's Association (WCEA) has also been informed of the issue. He reiterated Director Scott's information regarding the 24/7 running of the HVAC system and subsequent testing, gathering of results and creation of a plan to move forward. He also noted that, as far as he knows, Washoe County is the only agency he is aware of that is testing commercial buildings and that the County has had a successful mitigation of Radon in another County building in recent years. He stated that the County will keep all employees and the Library Board up to date as information emerges. Additionally, Assistant County Manager Solaro urges all employees contact UNR Cooperative Extension for a test kit or purchase one at a local hardware store to test the Radon levels in their homes due to the amount of time people spend at home.

9) **BOARD COMMENT**

Trustee Wilson reminded the Board and public that they have not forgotten to return the Library Director's evaluation to a future Board Agenda.

Vice Chair Marsh noted that the Library Director's evaluation is expected to return on the May 2018 Board Meeting agenda.

10) **ADJOURNMENT**

Vice Chair March adjourned the meeting at 4:21 pm.