



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

WEDNESDAY, JANUARY 15, 2025

5:30 P.M.

DOWNTOWN RENO LIBRARY 301 South Center Street, Reno, NV 89501

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 Marie Rodriguez.

1) Roll Call [Non-Action Item]

a. Present – Ann Silver, Vice Chair Ruf, Trustee Rodriguez, Trustee Jacks, Trustee Moser

2) Reports

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

Director Scott mentioned many holiday events at the library including Santa story Times, life sized candy game, gingerbread houses; staff participated in the Hometown Christmas parade in Sparks; full day staff day included Clifton Strengths, AI intelligence and a Tech plan for the library. The library is in the budget process. Renovations are taking place at Senior Center, so it is closed during this time. Library Services Tech grant was awarded. Grant for bike repair stations will be installed at Sparks library. Friends Booksale is ongoing.

b) Youth Services and Library Events Team Presentation [Non-Action Item]

Beate Wienert and Judy Hansen talked about their partnerships and community connections including updates on many fun programs for youth and all ages including Conservation Ambassadors animal programs; The structure of the department was explained. Showed the event proposal process and program budget breakdown. Discussion about possible corporate sponsorships for future

programs was offered by Chair Silver. Safe place provides training for library staff. The Youth Services team works closely with area schools and highlighted bookmobile activity at schools. Highlights a huge list of programs supported by this library department and associated teams including, baby's first library card, baby socials, reading challenges throughout the year, letters to veterans, holiday events, Paws for Love as well as many Teen programs and art exhibits. A special thank you was extended to Washoe County Library Friends of the Library for their support.

Board Comment:

Chair Silver suggested an adult story time.

Trustee Moser asked for clarification on programs funding and advocated for more funding for library programs.

c) Library Budget Review [Non-Action Item] d) Library Technology Plan Update [Non-Action Item]

Director Scott presented the library general budget overview including library staff salaries and benefits, explained which library line items we have control over, and which are not in library control to change. Director Scott clarified some WCEA contractual obligations for differential pay and travel expenses. Director Scott went line by line discussing each budget line item. Chair Silver asked for information about the Allied Security line item. Discussion about Cash Audit recently performed at branches. Trustee Silver requested the written response to the Cash Audit. Vice Chair Ruf asked for clarification on hold over funds and got clarification that the general fund it swept each year, but expansion fund could involve some hold over funds. Director Scott then walked the board through the expansion fund line items. Chair Silver stated that she believed that the public did not understand the two budgets allotted to the library. Vice Chair Ruf asked if the ballot issue could be brought back to a vote. Director Scott expressed that due to the timing and the language of having to call this a "tax" it could be a challenge to get it passed in the future. Trustee Moser asked to get more information about the travel budget and the professional services budget. Chair Silver asked for a closer look at the budget line items that are controlled by the library at the next board meeting.

Director Scott gave an overview of the Library Technology plan and current awarded grants. Updated on our Internet filters and how they work. The library is looking at filtering options to keep us CIPA compliant and provide adequate filtering for minors. Chair Silver asked for consideration for people who might be around a computer viewing any content that someone might deem inappropriate. Director Scott explained the current process in place in all our libraries to handle this. Chair Silver asked if we had a grant writer on staff, Director Scott explained that we do not, and that Jamie other admins or project leads most likely will write the grants. Chair Silver suggested that we look more closely at corporate funding for library projects and grant funding.

2) Public Comment – Two Minute Time Limit Per Person [Non-Action Item] No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.

1. Tara de Queinoz – Reminiscenced about her children enjoying story time at the Downtown Reno Library. Now in college, her kids still use the library. She thanked the library staff.
2. Cate Salim – Identified new Facebook Page by board member. Criticized the action by the board in managing the Library Director’s annual evaluation.
3. Drew Ribar – Made suggestions for library budget cuts. Questioned relationship with library and Our Center. Asked Trustee Rodriguez about an email correspondence.
4. Paul White – Talked about content on library computers. Criticized library patronage and staff.
5. Sandee Tibbett – Cited RGJ article about library internet and NRS statute that says that giving pornographic materials to children. Urged board to take action.
6. Gail Townsend – Attended budget presentation and called it helpful, learned that we do not meet state standards for space, noted that filters were put on library computers by Director Scott.
7. Bruce Foster – Referred to library as Cares Campus number two, talked about protecting children, criticized ALA and read about book challenges from the ALA website.
8. Bruce Parks – Suggested budget presentation be given each month, commented about library program selection policy, reference Title 7 US code.
9. Reva Crump – Referenced BCC meetings from 2009 concerning staffing budgets, library cuts from 2009, library board job descriptions and duties.
10. Janet Butcher – Suggested budget have line numbers to follow and identify pass throughs, stated that people understood WC1 wording, noted that libraries had displays on banned books and said that library created new position.
11. Ed Powell – Expressed support for the library, noted collaboration of library school board, suggested that parents be with their children, reference drama of Library Board meeting.
12. Alana Fitzgerald – Attended BCC and criticized commissioner comments about public commenters who spoke in support of libraries.
13. NAME HERE ? – Thanked library system and work with the diverse population of patrons.
14. Laura Webb – Values queer books in the library stating that they save lives.
15. Andrew Maurins – Reference letter sent to Director and Commissioners, referenced filtering software and urged board to encourage commission to restore library funding.
16. Val White ONLINE – Reference claims of violence against her at previous library meetings, referenced LA wildfires as result of Democratic and Liberal control criticized library staff, Director Scott and Library Board.
17. Joe Hunt – Brings kids to library and expressed sadness in hearing people speak poorly of the homeless population, expressed support for library staff.
18. Evelyn Barton – Supported library staff and acknowledged staff efforts to look at effective filters and work towards a safe space for library patrons.

19. Candace Powell – Love for the library, brings young children to story time comes most weekends and reported never seeing anything inappropriate, complimented board of moving reports to start of meeting.

20. Valerie Fianaca – Spoke about policy on Adult Use of Children’s Area, asked about services and supplies budget line.

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

Trustee Jacks asked about emailed public comments and stated that email to send the public comments via email is not present in the preamble.

Director Scott asked board members to forward email comments to him by the timeline referenced for him to include it in the board packet or subsequent packet.

Herb Kaplan clarified that the email must clearly state that it is intended for public comment but there is no requirement that emailed comments be read aloud into the record at the live meeting.

Trustee Jacks encouraged the public to contact her and shared a story about an aspiring librarian. Criticized PowerPoint presentation slides being included in the packet.

Director Scott clarified that per OML the PPT slides must be included in the packet if presented at the meeting.

Trustee Jacks asked about edits to library policy, referenced email from commissioners about county budget process, addressed computer issues and urged library staff to take immediate action and said that current response was deflection.

4) Approval of Meeting Minutes a) Approval of Minutes from the Library Board Meeting of December 17, 2024 [For Possible Action]

Vice Chair Ruf referenced that her name was misspelled in minutes in several places.

Trustee Moser said that minutes were general and did not match the actual discussion.

Chair Silver noted that tone or characterizations should be removed even if it makes minutes shorter and that the minutes reflected that the board had overstepped their bounds which she disagreed with.

Chair Silver called to eliminate any words that were biased in the minutes.

Trustee Rodriguez clarified that the recording was available as record of the board meetings.

Trustee Rodriguez made a motion to approve the minutes, Vice Chair Ruf seconded the minutes.

The January meeting minutes were approved (pending the corrections to Vice Chair by a vote of 3 to 2 by the board, Trustee Moser and Trustee Jacks voting in opposition to the approval if the minutes.

6) Old Business [Non-Action Item]

a) Update from Human Resources and the Office of the County Manager on the Library Director performance evaluation process and possible action to provide direction on proposed evaluation objectives, goals, and schedule. [For Possible Action]

Dave Solero introduced Washoe County HR Manager Elizabeth Jordon to go over evaluation processes for Washoe County.

Trustee Jacks asked about the need for public comment related to board minutes approval.

Herb Kaplan clarified the options for public comment and stated that it was agreed that the public comment would be at the beginning and end for this meeting.

Jordon presented an overview of the evaluation process for the county and gave examples of possible evaluations.

Trustee Moser presented a timeline of events concerning the evaluation of Director Scott.

Jordon continued the presentation.

Evaluation timeline, evaluation objectives and county evaluation processes were discussed between the library board and presenter Jordon.

Jordon indicated that the constancy presented by the county evaluation process protects against legal action. Herb Kaplan was asked to clarify.

Herb Kaplan stated that the agenda indicated that public comment should have been allowed for action items to comply with OML and recommended public comment be allowed for all action items.

Herb Kaplan supported that the director be given goals and adequate time to be evaluated for those goals although indicated that the board can proceed as they wish. Kaplan cautioned that not following the county process could open them up to liability actions.

Board members continued discussions with Jordon about the evaluation process.

Jordon presented the suggested timeline for Director Evaluations of 90 days, 180 days and annually.

The board discussed the weight of evaluation objectives.

A motion was made by Trustee Moser to accept the new evaluation objectives of:

- Strategic Planning Outcomes at 30%
- Operational Management at 20%
- Board Relations at 40%
- Community Stakeholder Engagement at 10%

The motion was seconded by Vice Chair Ruf.

Trustee Rodriguez expressed her disagreement with the weights presented in the motion.

Jordon asked if Herb Kaplan could clarify if the board needed to make motion and second all three elements before moving to public comment.

Herb Kaplan stated they could move and second all three elements separately or could do so in one motion as long as the initial motion was withdrawn first.

Chair Silver withdrew the motion.

Chair Silver made a motion to accept the designated evaluation process with the objectives as presented with the weighted value from the first motion.

Trustee Moser seconded the motion.

Public Comment:

1. Drew Ribar – Suggested board is being fooled, and called the process a joke, suggested that the board make their own rules to evaluation Director Scott.
2. Ursula Bernett – Complimented board, suggested that employee should be evaluated by job description, suggested stakeholders should be weighted as more than 10%.
3. Cate Salim – spoke about previous evaluation discussions by the board and urged board to consider suggestions to avoid being sued and agreed that stakeholders should have a heavier weight.
4. Gail Townsend – Suggested more weight for strategic plan and stakeholders, expressed disagreement that board relations would be weighted at 40%, her experience is that library staff is in favor of Director Scott.

Vice Chair Ruf suggested revised weight for stakeholders at 15% and board relations to 30%.

Trustee Rodriguez suggested a revised weight for Strategic Planning for 35%, Operational Management at 20%, Board Relations at 25% and Community Stakeholders at 20%.

Chair Silver withdrew the motion on the table.

Vice Chair Ruf made a motion to accept the county suggested evaluation timeline, accepted the weights of Strategic Planning for 35%, Operational Management at 20%, Board Relations at 25% and Community Stakeholders at 20%. and accepted the objectives as presented.

The motion passed 4 to 1 with Trustee Jacks voting in opposition to the motion.

Meeting Minutes public comment:

1. Drew Ribar – Mentioned emails about employees talking about making minutes shorter, thanks the volunteer board.

7) New Business

a) Acknowledge \$100,000 Donation from Friends of Washoe County Library [For Possible Action]

Jamie Hemmingway, as Washoe County Library liaison to the Friends of the Washoe County Library, introduced Washoe County Library Board members who presented a check for \$100,000 to the Washoe County Library.

Chair Silver made a motion to approve and accept the check from the library.

I did not hear who seconded.....

There was no public comment for this item.

The motion passed unanimously.

b) Review and Approve Collection Development Policy [For Possible Action]

Item tabled by Chair Silver.

c) Review and Approve Event and Presenter Policy [For Possible Action]

Item tabled by Chair Silver.

d) Review and Approve Adult Patron Use of Youth Area Policy [For Possible Action]

Item tabled by Chair Silver.

e) Review and Approve Unattended Children Policy [For Possible Action]

Item tabled by Chair Silver.

f) Select an Option for Meeting the Materials-Expenditure Standard Pursuant to the Minimum Public Library Standards as Set Forth by the Nevada State Library, Archives and Public Records [For Possible Action]

Debi Stears, Collection Development Manager, presented options to establish a funding formula to meet the state criteria for funding materials with the \$1.414720 million collection budget.

Trustee Moser made a motion to choose option number 1, meet or exceed 90%.

Trustee Rodriguez seconded the motion.

Public Comment:

1. Gail Townsend – Noticed that we have not met standards and asked to know how we compare to other libraries of similar size.

The motion passed unanimously.

8) Public Comment – Two Minute Time Limit Per Person [Non-Action Item] No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.

1. Drew Ribar – Spoke in opposition to library policy concerning adults in the children's area urged attorney to review this policy.
2. Gail Townsend – Previously worked with troubled children who could not be in the library, librarians brought the library to them.

9) Staff Announcements [Non-Action Item] No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda.

1. Julie Ullman – pointed out that Emily Drabinski is not the current ALA president.

10) Adjournment – at 10:45 pm.