

APPROVED



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

WEDNESDAY, August 19 2026

5:30 P.M.

SIERRA VIEW LIBRARY

4001 S. Virginia St, Reno NV 89502

Library Trustees:

Tami Ruf, Chair

Marie Rodriguez, Vice Chair

Marcus Nesbitt, Trustee

Andrea Tavener, Trustee

Elizabeth Cadigan, Trustee

Board Liaison:

Commissioner Alexis Hill

0) Salute to the Flag led by Trustee Tavener

1) Roll Call [Non-Action Item]

- Present: Chair Ruf, Vice Chair Rodriguez, Trustee Tavener, Trustee Nesbitt, Trustee Cadigan

2) Public Comment

- Amy Pulver: Urged the board to begin the recruitment for a new library director immediately. Noted the strain on staff since the library lacks both a director and assistant director. Supported maintaining the temporary leadership model outlined by Assistant County Manager David Solaro. Strongly encouraged trustees to complete the State Library training.
- Carol Cooke: Questioned the former director's sudden absence and noted the lack of clear communication had created "muddy" understanding and speculation. Asked the board to provide transparency about what occurred and the board's role in Lisa's departure. Expressed hope for moving forward.
- Nathaniel Savitz: Requested expanded hours for the Duncan/Traner Library, noting that the current hours are limited to six hours a week. Shared that these reduced hours affect his children and other patrons who need consistent library access. Expressed appreciation for library services and encouraged stronger funding for the system. Asked what actions members of the public can take to help support the effort.

3) Approval of Meeting Minutes from July 15, 2026

- On motion by Trustee Tavener, seconded by Trustee Cadigan, which motion duly carried on a 5-0 vote, the meeting minutes from July 15, 2026 were approved.

4) New Business

- a) Discussion and possible action regarding the process and timeline for hiring a new Library Director. Possible action could include requesting Human Resources

determine a realistic time frame for recruitment based on direction from the board after discussion; determine the feasibility to explore appointment of an acting or interim director which could be an external contract director, or a process to review internal employees; and direction to staff on when to engage the executive search firm to conduct a national search for candidates at no cost to Washoe County based on the provisions of the contract for the previous search

- Chair Ruf withdrew this item due to the contradictory and confusing wording of the item, on the advice of DDA Kaplan. The item will be re-agendized for next month with corrected wording.

b) Appointment of one Library Board Trustees to be the liaison to Friends of Washoe County Library

- Public Information Officer Jamie Hemingway provided details on the liaison role which includes attending monthly board meetings as non-voting support.
- Trustee Cadigan nominated herself for this role and Trustee Tavener seconded. On a 5-0 vote, Trustee Cadigan was appointed as liaison to Friends of Washoe County Library.

5) Presentations

a) Budget overview and update – Presentation by Finance staff to provide an overview of unaudited Fiscal Year 2026 (FY26) ending and update for current Fiscal Year 2027 (FY27) July expenditures.

- Senior Fiscal Analyst Gohar Barsegian of Washoe County Finance presented an overview of the past and current fiscal year budgets. She explained the distinction between the Board of County Commissioners and Library Board of Trustees responsibilities; BCC allocate countywide funds and set strategic priorities, and the Library Board of Trustees manage library operations and policy.
- Explained how classifications follow countywide standards and are overseen by the Job Evaluation Committee (JEC), which reviews job descriptions and classification changes using the Korn Ferry evaluation methodology.

- Outlined the budget process which begins with the prior year's adopted baseline and incorporates necessary adjustments such as merit increases and benefits. Noted that salaries and benefits account for the largest cost area in the library budget. Further noted consistent underspending in the services and supplies budget line.
 - The FY27 General Fund budget totals \$17.7 million, with over \$14 million for salaries and benefits and \$3.0 million for services and supplies, combining both base and expansion funding to support continued growth in library services.
 - Chair Ruf questioned if staff merits and COLAs happen every year. Barsegian clarified that merits are typically awarded yearly and end once the employee hits the top of their pay scale. COLAs are determined by the Board of County Commissioners based on funding and labor negotiations, same with PERS adjustments.
- b) Trustee training overview – Presentation by Library Staff outlining State Library Standards for Library Trustee trainings, how to access and timeline to complete.
- Collections Development Manager Debi Stears reviewed the State Library's interactive trainings for trustees. Noted there are units on roles and responsibilities, ethics, policies, financial oversight, public relationships, Nevada law, and director evaluations. Confirmed that training is currently optional due to the lack of authority to mandate completion. Noted training invitations will be issued to each trustee once the library provides their contact information. Further noted that some board trustees (such as Humboldt County) elected to complete the trainings together and discuss what they learned during public meetings.
 - Trustees all expressed strong interest in the trainings, with Trustee Cadigan asking if it was known how long the training would take. Stears replied that she would find out the information and report back. Trustee Tavener shared that the board attended a County presentation about trustee responsibilities and noted that the State Library's training is not currently available due to NRS updates.

Chair Ruf requested that the library notify trustees when the updated training becomes available.

6) Reports

a) Brief Branch Report: presented by Kristin Reinke, Northwest Library Branch Manager

- Branch Manager Kristin Reinke provided a historical context for the Northwest Reno Library branch's aging HVAC system and noted the renovation includes replacing 17 units and multiple structural upgrades to meet seismic code requirements.
- Shared that construction complexities have pushed reopening to mid-late September 2026.
- Northwest staff have been redeployed systemwide and have been assisting nearly every branch. Circulation has increased at Verdi due to the closure, and more programs have been offered resulting in strong summer attendance despite limited branch operations.
- Trustees expressed appreciation for staff flexibility. Trustee Tavener noted her concern about systemwide staffing issues once Northwest Reno reopens and staff return to their home branch.

7) Public Comment – Three Minute Time Limit Per Person

- Alanna Fitzgerald: Welcomed new trustees. Shared her support for trustee training and reference Humboldt County's completion model. Urged trustees to actively defend intellectual freedom and resist censorship. Recommended a special meeting to begin the director recruitment.
- Tara de Queiroz: Welcomed new trustees and spoke about the importance of training. Provided alternative trustee training resources; Trustee Academy. Offered to send access information to the board.
- Cate Salim: Praised trustee enthusiasm for training and suggested trustees discuss what they learned at upcoming meetings for transparency. Emphasized the urgent need to begin the library director recruitment. Expressed concern

about the strategic plan timeline and lack of advancement on its creation. Urged the board to schedule a special meeting to begin the director search.

8) Board Comment

- Trustee Cadigan noted her enthusiasm for training and appreciated the additional training opportunities shared during public comment.
- Chair Ruf noted that a training requirement can be added to the bylaws. DDA Kaplan agreed. Requested that trustees send their proposed bylaw changes to him and Chair Ruf for review at the next meeting.
- Trustee Cadigan noted that she read through the previous bylaws and watched all the recordings for last year's meetings.
- Chair Ruf and Vice Chair Rodriguez requested information about special meetings from DDA Kaplan. He replied that the Chair can call for a special meeting as long as it is arranged with a quorum.
- Trustee Tavener expressed her concern with trustees viewing library director applications and requested that no board members be part of that process. Requested an updated handbook be provided to the trustees with bylaws, strategic plan, and an organization chart. Questioned the timeslot for meetings and why the start times had changed over the years. DDA Kaplan explained that it was a provision in the bylaws that was changed at some point. Trustee Cadigan requested a staff directory and list of library hours be added to the trustee manual.
- Trustee Tavener asked if Commissioner Hill has been invited to the meetings. Administrative Assistant Siera Schubach confirmed.
- Chair Ruf requested an updated library organization chart.

9) Staff Announcements

- Robin Posniak, Librarian at Northwest Reno Library, shared that library staff provided emergency assistance during the recent wildfires by helping answer County's 311 helpline. Shared that five employees handled over 50 weekend

calls, about half of which were fire-related. Highlighted the team's adaptability and strong public-service skills.

- Chair Ruf thanked Robin and the library team.
- Assistant County Manager Dave Solaro further thanked library staff for their contributions during the crisis and for stepping up to help answer 311 calls. Expressed appreciation for cross-departmental cooperation.

10) Adjournment

- Meeting was adjourned at 6:39pm