

MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
LAS VEGAS, NEVADA
January 8, 2004
(approved February 12, 2004)

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session in the Enterprise Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, January 8, 2004.

Present: Board: R. Barlow, Chair E. Sanchez
K. Carter, Secretary L. Overstreet
A. Arthurholtz, Treasurer A. Aguirre
T. Wong M. Pohl

Counsel: G. Welt

Absent: V. Hoggard
F. Sponer

Staff: Daniel L. Walters, Executive Director
Numerous Staff

R. Barlow, Chair, called the meeting to order at 6:05 p.m.

Roll Call All members listed above represent a quorum.

Agenda Trustee Pohl moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Approval of Proposed Minutes Regular Session, November 13, 2003 and Audit Committee Meeting, October 9, 2003. General Counsel Welt suggested a correction to the proposed Minutes on page six, paragraph five, to read that the contract NOT be open-ended, but to include two additional extensions. Trustee Carter moved to approve the corrected Minutes of the Board of Trustees Meeting held November 13, 2003. Trustee Wong abstained from voting. There was no opposition and the motion carried. Trustee Wong moved to approve the Minutes of the Audit Committee Meeting held October 9, 2003. Trustee Carter abstained from voting. There was no opposition from Committee members and the motion carried.

Chair's Report (Item IV.) Chair Barlow extended Happy New Year's greetings to everyone. He noted that Trustee Hoggard had voiced concern to Executive Director Walters regarding the difficulty in getting to the outlying meeting locations at the height of rush hour each month. After Trustee discussion, it was the consensus of the Board to hold the majority of meetings in the Library Hubs (Clark County Library, Sahara West Library and Las Vegas Library) in the future.

Trustee Pohl moved to accept Reports V.A.1-7. There was no opposition and the reports were accepted.

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Executive Director's Report (Item V.A.)

Executive Director Walters commented that the LVCCLD came very close to receiving a CDBG grant from the County. He acknowledged the work of Suzanne Hackett-Morgan, Nancy Ledebor and Salvador Avila in their efforts to secure the funds. He noted that alternative funding options for projects in the growth areas of the District will be a topic for the Board retreat in March.

Walters mentioned that Trustee Aguirre has indicated that he had a productive meeting recently with the Art Museum Board and that they would like to set up a meeting with the Executive Director and Trustee representatives in the near future.

Public Services and Security Report (Item V.A.1.)

Accepted.

Business Office Report (Item V.A.2.)

Accepted.

Human Resources Report (Item V.A.3.)

Accepted.

Technology Report (Item V.A.4.)

Accepted.

Projects Report (Item V.A.5.)

Accepted.

Marketing Report (Item V.A.6.)

Accepted.

Development Report (Item V.A.7.)

Accepted.

Public Comment (Item VI.)

None

Unfinished Business Discussion and possible Board action regarding the Bylaws Committee's proposed amendments to the Board's Bylaws. (Item VII.)

Trustee Overstreet presented this item and stated that staff had done an excellent job of summarizing the Bylaws Committee's proposed amendments. He stated that this is the second presentation to the public and moved for adoption of the proposed changes to the Board's Bylaws. There was no opposition and the motion was approved.

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Discussion and possible Board action to increase the mileage rate from \$0.36 cents per mile to \$0.375 for employee reimbursed mileage. (Item VIII.A.)

Assistant Human Resources Director Melissa Peters presented this item noting that the proposed adjustment to the reimbursement rate is set by the collective bargaining agreement but requires Board approval. Trustee Wong moved to approve an increase of the District mileage rate to \$0.375 cents per mile in accordance with the IRS published mileage reimbursement rates. There was no opposition and the motion was approved.

Discussion and possible Board action regarding acceptance of donated funds in the amount of \$37,127 for deposit in the District's Gift Fund and action to restrict expenditures for the purposes of support of library programming. (Item VIII.B.)

The District received two awards that included cash awards in 2003. The first was a \$10,000 check from Gale for being selected Library of the Year. The second check was for \$5,000 from H.W. Wilson for winning the John Cotton Dana award for marketing a library program.

In addition, The District received a donation of \$22,127 from the Bouchercon Conference, which was held in Las Vegas this fall.

Staff recommended that the donations be placed in the Gift Fund restricted for use in support of library programming such as Reading Las Vegas, Heritage Month celebrations and other similar types of author visits and cultural programs or staff day activities.

Trustee Carter moved to allocate \$37,127 to the Gift Fund and expenditures to be restricted for support of library programming. There was no opposition and the motion was approved.

Discussion and possible Board action regarding a staff report on cross use issues. (Item VIII.C.)

Executive Director Walters summarized the report stating that staff does not feel that cross usage has material impact on the budget and that Staff has concluded there is no justifiable basis for charging fees at this time. Research with the City of Las Vegas and other municipalities showed that there is no charge for non-residents for the use of pools, recreational facilities and other services. Staff could not demonstrate a negative impact on library services either. Walters indicated that at some future date it would be feasible to revisit this issue.

Trustee Wong stated that this issue should be studied on a continuing basis and that there should be some discussion at some point regarding the trigger for taking this issue to the public. Executive Director Walters suggested that this be a topic for discussion during the Board retreat in March as it fits into the strategies to pursue for securing alternative funding that will be needed to keep up with the needs of the continuing population growth.

Discussion and possible Board action regarding a proposed revision of the District's Inventory Policy. (Item VIII.D.)

Deputy Director C.F.O. Fred James presented this item. He noted that the revisions to the current Policy include the proposed changes to the District's minimum capitalization of fixed assets with a value of \$1,000 and over and tracking of non-capitalized items that the District has determined to be theft-sensitive assets. The revised Policy also provides a section for the disposal of fixed assets and reflects the changes in position titles.

Trustee Wong moved to approve the proposed revisions to the

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District's Inventory Policy. There was no opposition and the motion was approved.

Announcements
(Item IX.)

The Martin Luther King parade and banquet will be held on January 17, 2004. The parade begins at 10:00 a.m. at the corner of Hoover and Third Street. The banquet will be held at the Flamingo Hotel.

The next Board Meeting will be held Thursday, February 12, 2004 in the Clark County Library at 6:00 p.m.

Executive Director Walters announced that the newly formed Finance and Audit Committee will meet prior to the regular Board meeting in February to review staff's recommendation regarding the selection of the auditor for the next FY 03-04 audit. This action is required by law to occur before March 31.

Chair Barlow congratulated Trustee Overstreet for making the cover of *Las Vegas Weekly*. He and the Trustees concurred that having Dr. Overstreet on the Board is a tremendous asset not only to the Board of Trustees but also to the Las Vegas community as a whole.

Adjournment
(Item X.)

Trustee Overstreet moved to adjourn the meeting at 6:30 p.m. There was no opposition and the motion carried.

Respectfully submitted,

Ken Carter, Secretary