

**MINUTES**  
**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES' MEETING**  
**LAS VEGAS, NEVADA**  
**April 16, 2020**  
**(approved September 10, 2020)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session using WebX, at Las Vegas, Nevada, at 5:00 p.m., Thursday, April 16, 2020.

**Present:**

Board:	F. Ortiz, Chair	S. Bilbray-Axelrod
	K. Benavidez	E. Foyt
	R. Wadley-Munier	M. Francis Drake
	S. Ramaker	B. Wilson
	J. Meléndrez	K. Rogers

Counsel: G. Welt

Absent:

Staff: Dr. Ronald R. Heezen, Executive Director  
Numerous Staff

Guests: Smiki Savicic, Simpson|Coulter Studio

F. Ortiz, Chair, called the meeting to order at 5:04 p.m.

**Roll Call and Pledge of Allegiance (Item I.)**

All members listed above represent a quorum. All Trustees and staff attended via WebEx with the exception of Trustees Foyt and Wadley-Munier attended via telephone. Trustee Rogers attended the Executive Session only. Appendix A.

Chair Ortiz led attendees in the Pledge of Allegiance.

**Public Comment (Item II.)**

None.

**Agenda (Item III.)**

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

**Executive Session – Discussion of current labor issues in view of the COVID-19 Pandemic and resulting State of Emergency and Directives issues by the Governor. (Item IV.)**

Trustee Francis Drake moved to go into Executive Session. There was no opposition and the motion carried. The meeting went into Executive Session at approximately 5:09 p.m.

Trustee moved to close the Executive Session and reopen the meeting. There was no opposition and the motion carried. The meeting came back into session at around 6:20 p.m.

**Presentation on District Brand Signage Design Project by Branding and Marketing Director Betsy Ward.**

Branding and Marketing Director (BAM) Betsy Ward and Smiki Savicic from Simpson | Coulter Studio (SC) gave an update on the District's Brand Signage Design Project.

The project with Simpson | Coulter Studio is to design, quantify, and determine locations for new brand signage throughout the Las Vegas-Clark County Library District's 25 buildings. The goal for this project is two-fold: 1) to reinforce the new Free To Be brand messaging, and

**(Item V.)**

2) To clearly identify all District buildings as part of the Library District

Ms. Ward said it is critically important that the District establish public awareness that all 25 of its library buildings are part of the Las Vegas-Clark County Library District. Currently, there is no visual thread that connects these buildings in customers' minds. The most dramatic, visual, and cost effective way to achieve this is by designing, producing, and installing colorful brand signage for the interior and exterior of District buildings.

To achieve this goal, District staff contracted with SC for their experience with, and knowledge of, District buildings. The process has required the study of each structure's individual needs, which informed the creation of Design & Installation documents that provide specific guidelines to the bidders. The resulting Invitation to Bid requires a response on signage design, production, installation, and the hardware that secures the signage, for both the interiors and exteriors of all 25 branches.

This signage project is strictly for brand identity purposes and not for wayfinding, which is part of the Master Facilities Plan. However, these designs will provide aesthetic guidance to the vendors who will eventually produce the wayfinding signage.

Working with General Services Director Steve Rice, the BAM team, and SC, Purchasing and Administration Manager Nancy Hodges created an Invitation to Bid that was advertised on March 29, 2020 and posted on the Nevada Government eMarketplace (NGEM) system on March 30, 2020. The bid opening date is Friday, April 17, and staff will have a recommendation for Trustees to consider at the special meeting on Tuesday, April 28, 2020.

The presentation is attached as Appendix B.

Ms. Savicic discussed SC's work which consisted of identifying the scope of the project through clear objectives.

1. Brand implementation through exterior signage that was readily visible with interior signage reinforcing the brand and providing unity with the new identity throughout the entire district from the moment one enters the branch to the moment that they exit.
2. Signage proportional to the scale of each branch so there will be some variances due the differences in each location.
3. Signage infrastructure durable and easy to maintain while also remaining flexible.
4. Cost effective for the current economy and for future changes.
5. Applicable to signage codes existing at each location.

Ms. Savicic completed a site study for each branch and spoke to each branch manager which, while familiarizing her with each of the branches, also uncovered opportunities for optimizing certain processes or special characteristics which will be helpful going forward.

Once Ms. Savicic completed the site visits/interviews, she and BAM worked together to pool everyone's expertise so the team could

address the arrangement and development of the necessary signage. This work resulted in the signage package Trustees just viewed from Ms. Ward. Included in the signage package are the construction documents and specifications for where each sign will be located, the dimensions, the material and hardware required, and the images that are going to be on each piece. It allows the set of drawings to also serve as the guide for when the signage package toes to be fabricated and at the installation.

Ms. Savicic concluded by saying that she believes the signage package offers the District an elegant solution for implementing the District's new brand while also mitigating certain challenges at each location that have to do with the recognizability of each branch while also providing a unifying theme.

Chair Ortiz asked Trustees for their questions and comments:

Trustee Bilbray-Axelrod said that, in these times, this is not a good use of District money. She understands that this item will be discussed at the next meeting, but wanted to get her comment on the record.

Trustees Meléndrez, Foyt, Benavidez, and Wilson echoed Trustee Bilbray-Axelrod's comments. Trustee Ramaker added that she appreciated all the work that has gone into the project so far. Trustee Marilyn Francis Drake agreed with everything that has been said so far and added that moving forward on the project was a bad image at this time if the District must lay off staff. Trustee Wadley-Munier also agreed, but she is very excited about moving forward with this when the time is right. Chair Ortiz thanked staff for their work so far on the project. He liked the marketing, the imagery, the colors; it's really going to make a difference.

This item was for discussion only.

**Approval of  
Proposed Minutes  
Regular Session,  
November 14, 2019;  
Regular Session,  
January 16, 2020;  
Regular Session,  
February 13, 2020;  
Regular Session,  
March 12, 2020; and  
Emergency Meeting,  
March 18, 2020.  
(Item VI.A-E.)**

Trustee Wilson moved to approve the Minutes of the Board of Trustees Meeting held November 14, 2019. There was no opposition and the motion carried.

Item VI.B-E. were removed from the Agenda.

**Chair's Report  
(Item VII.)**

**Library Reports  
(Item VIII.)**

**Executive Director's Report (Item VIII.A.)**

Executive Director Dr. Heezen said that most information is contained in his written report, so he wanted to highlight the importance of attending the April 28 Special Meeting. More topics have been added and he wanted to request that Trustees set aside a larger amount of time to attend.

Dr. Heezen said he preferred using WebEx as the District's virtual platform due to several issues with Zoom, including security issues. Trustees Bilbray-Axelrod and Meléndrez commented that they had issues with WebEx and preferred Zoom, based upon their experiences.

**Library Operations, Security Reports and Monthly Statistics (Item VIII.A.1.a.)**

Chair Ortiz asked if all District staff had access to their work emails from home. Library Operations Director Jenn Schember answered for Library Operations staff and said that not all staff have remote access. Administrative staff, for the most part, have the access, not so much branch staff.

Chair Ortiz wanted to ensure staff had reached out to all District employees. Ms. Schember said that her staff is in touch with all Library Operations staff, which accounts for over 60% of all District employees. Ortiz then requested an update for all departments at the April 28<sup>th</sup> meeting.

**Branding and Marketing Report and Electronic Resources Statistics (Item VIII.A.2.a.)**

No questions.

**Community Engagement Report and Monthly Statistics (Item VIII.A.2.b.)**

No questions.

**Development and Planning Report (Item VIII.A.2.c.)**

No questions.

**Information Technology Report (Item VIII.A.2.d.)**

No questions.

**Financial Services Report (Item VIII.A.3.a.)**

No questions.

**General Services Report (Item VIII.A.3.b.)**

No questions.

**Human Resources Report**  
(Item VIII.A.3.c.)

No questions.

**Unfinished Business**  
(Item IX.)

None.

**Discussion and possible Board action regarding entering into a lease agreement for building space for the Blue Diamond Library.**  
(Item X.A.)

General Services Director Steve Rice explained that, in April 2012, the Library District entered into a lease agreement for 1,440 square feet of building space for the Blue Diamond Library. The initial term of the agreement was for two years with the option to renew for three additional two-year terms. In May 2018, the Library District exercised the third and final two-year renewal option that expires April 30, 2020. Staff is recommending that a new lease agreement be entered into for the current location in order to continue providing library services within the Blue Diamond community. Staff has negotiated the following primary terms and conditions with Daniel Thomas, Owner, subject to Board approval:

- 1) Initial term shall be two years with an option to renew for three additional two-year terms.
- 2) Monthly rental amount during the initial term shall remain the same as the current amount, \$1,468.00. Upon renewal there may, at the Owner's discretion, be an increase that reflects the change in CPI (Consumer Price Index) for All Urban Consumers (CPI-U) U.S. City Average (not seasonally adjusted) over the previous term plus the proportionate increase in property taxes, if any, during the previous term.
- 3) Owner to provide fire and casualty insurance on the premises. Library District to be responsible for its contents and liability within the leased space.
- 4) Owner to maintain the building exterior to include walls, roof, mechanical systems, parking lot and grounds, etc. Library District to maintain the interior of leased space.

The lease document shall include the above terms and conditions and other typical language recommended and approved by Counsel. Staff will present to the Board of Trustees its recommendation regarding exercising future renewal options prior to the expiration of the then current term.

In response to a question from Trustee Wilson, Mr. Rice said that there are no CAM charges in this particular lease. Wilson then asked that if the CPI goes down, does the District's rate. Rice said that he has not seen that happen, but will check on that.

Trustee Bilbray-Axelrod asked if Blue Diamond is the only space that the District leases. Mr. Rice said that the only other leases are with public entities at a cost of \$1 per year. The Blue Diamond lease is the only one with a private party. Bilbray-Axelrod was concerned that, if the District needed to close branches, it might be better to go with a month to month lease. Rice said that originally, the term was 20 years

(an initial five years with three, five-year renewals). Since the economy was still in a recession in 2012 when this lease ended, the District negotiated a two year term, which is not really a long time. Rice acknowledged that, technically the District could go month to month. Trustee Bilbray-Axelrod wants all the options on the table.

Trustee Wadley-Munier moved to authorize staff to enter into a lease agreement for building space for the Blue Diamond Library for a term of two years beginning May 1, 2020, at a monthly rental amount of \$1,468.00, subject to review by Counsel. There was no opposition and the motion carried.

**Discussion and possible Board action regarding authorization to joinder onto Clark County's contract with FHN Financial Main Street Advisors, LLC (FHN) for investment advisory services. (Item X.B.)**

Deputy Director, CFO Fred James reported that the Finance and Audit Committee reviewed this item earlier and recommended approval to joinder onto Clark County's contract with FHN Financial Main Street Advisors, LLC. The approval of this agreement will ensure that the District will continue be provided investment services at competitive costs. Mr. James said that the District's investment account is about \$300,000 now, but it has been as high as \$10-\$12 million.

Trustee Benavidez moved to authorize staff to joinder onto Clark County's contract with FHN Financial Main Street Advisors, LLC for investment advisory services through December 31, 2022, and to authorize staff to extend the contract for up to two (2) one-year periods, subject to funding being available and the contractor continuing to meet performance standards outlined in the contract agreement. There was no opposition and the motion carried.

**Discussion and possible Board action to extend the closing of the Las Vegas-Clark County Library District past April 16, 2020. (Item X.C.)**

Based upon Nevada Governor Sisolak's emergency declaration issued on March 12, 2020, and the school closures announced on March 15, 2020, Executive Director Dr. Ron Heezen closed the Las Vegas-Clark County Library District, beginning Monday, March 16th. At an Emergency Board Meeting on Wednesday, March 18, 2020, Trustees ratified the Executive Director's decision to close the District. Trustees approved a closure of at least 30 days or until the Governor and Health District advise otherwise.

Dr. Heezen advised Trustees he would update them if additional time is needed and ask for Board approval.

On March 31, Governor Sisolak issued a Stay At Home order and extended the State of Emergency until April 30, 2020. This covered non-essential operations for businesses. Dr. Heezen is requesting Trustee approval to extend the closure until Governor Sisolak lifts the Stay at Home order for schools AND businesses.

The District's top priority is the health and safety of staff, volunteers, customers, and community partners. Maintaining social distancing is nearly impossible in public libraries with the numbers of District customers. The District's online resources will remain available and the District's WiFi capabilities will be extended into the parking lots. Customers will also be asked to NOT return their borrowed materials until the emergency is mitigated. ALL fines for overdue materials will

be forgiven during the shutdown. All staff will be paid during this closure.

Dr. Heezen explained that President Trump announced today that individual Governors have the authority for their states. If the Governor says to reopen at a specific time, then staff want to implement that as soon as possible. At this time, staff are prepared for a May 4 opening. At the same time, the closure could be extended. Heezen is requesting is Board approval for opening when the Governor and the Southern Nevada Health District give their approval.

Trustees Meléndrez, Foyt, and Ramaker want to follow the Governor's orders.

Trustee Wilson is uncomfortable with setting a date to open contingent upon both schools and businesses reopening. He fully expects the state to announce partial reopenings in phases. He also expects the school year to be completely called off. He believes that, when the Governor allows non-essential businesses to reopen (whether through curbside pickup or other limited contact service), that the District needs to have that option available to open and need to scale up without waiting for a full reopening.

Trustee Bilbray-Axelrod agrees with Trustee Wilson and feels that staff should be scanning temperatures on the way in once the District reopens. Wilson then suggested discussing this item after Item X.D. Trustees Bilbray-Axelrod, Benavidez and Meléndrez agreed. Chair Ortiz commented that he is concerned there is no District plan to reopen. He believes the District is really behind the curve. Once there is a plan, it then needs to be stress-tested.

Trustee Wilson then moved to table item X.C. until after item X.D. There was no opposition and the motion carried.

**Presentation and discussion regarding the reopening of the Las Vegas-Clark County Library District with temporary operating procedures, guidelines, and safety measures as a result of the COVID-19 global pandemic, and in conjunction with Nevada Governor Sisolak's and Southern Nevada Health District's guidelines.**

Dr. Heezen asked Ms. Schember to present this discussion item on the reopening of the Las Vegas-Clark County Library District with temporary operating procedures, guidelines, and safety measures as a result of the COVID-19 global pandemic, and in conjunction with Nevada Governor Sisolak's and Southern Nevada Health District (SNHD) guidelines. Dr. Heezen praised her team as they have led the discussion and work on this and he feels they have done an excellent job of anticipating the actions that need to be taken to open and remain safe as the District begins to serve its customers once again.

Ms. Schember explained that the District's top priority is the health and safety of staff, volunteers, customers, and community partners. As the District prepares to tentatively reopen, maintaining social distancing will be a challenge with the number of District customers. As a result, staff recommends:

1. A phased reopening with partial services
2. Limiting the number of customers allowed into a library at any given time
3. Limiting the number of customers within designated zones

**(Item X.D.)**

4. Prohibiting loitering within the buildings
5. Installing barriers and signage to enforce social distancing
6. Implementing revised sanitization procedures
7. Allowing staff, volunteers, customers, and community partners to wear personal protective equipment
8. Establishing new employee leave guidelines, as per the Emergency Leave Act, with the guidance of District legal counsel

The District intends to take these measures in compliance with Governor Sisolak, the Southern Nevada Health District, and the Centers for Disease Control and Prevention guidelines and public health and safety best practices.

Ms. Schember's presentation is attached as Appendix C.

In addition to Ms. Schember's presentation, Health and Safety Coordinator Nicole Baker discussed a new product that District will be using to protect customers and staff. The District's building interiors are being sprayed with a product called Microshield 360. This is an antimicrobial coating that applies to all high-touch surfaces such as surfaces, computers, keyboards, just about anything you can imagine. Once the product has been applied, it kills germs for a period of about one year.

Due to some technical difficulties with Ms. Baker's connection, Ms. Schember and Mr. Rice continued to explain the product. They noted that the City of North Las Vegas is also using the product, as well as some bus services. Airlines are looking into the process as well. It is a nontoxic product so toys can be sprayed with it, and it can be around food as well. All branches will be sprayed, though the larger lecture halls and theaters will be done later. Both the FDA and SNHD have approved the product for this type of use. The cost to do all the high touch services in the branches as well as the service center is about \$35,000.

Chair Ortiz asked each Trustee for their questions and comments.

Trustee Bilbray-Axelrod suggested the following:

1. Not reinventing the wheel on virtual offerings to patrons, including story times. There are already offerings on social media. Upload those now.
2. Using study rooms for computer use,
3. Figuring out how to do the Homework Help programs though Zoom or WebEx,
4. Placing signs in stacks to encourage patrons to limit handling books as much as possible,
5. Quarantining all returns for 72 hours,
6. Hiring new Human Resources Director faster, and



7. Screening patrons coming in and perhaps take their temperatures as well.

Trustee Wadley-Munier also likes the microshield application, and loves the idea of extra hours.

Trustee Meléndrez likes the plan that Ms. Schember has presented. He suggests that, as new procedures and plans are being implemented, please ensure that constant training and reminders are given to staff.

Trustee Benavidez asked if laptops and Chromebooks are able to be checked out for the day; and, how is the District planning to distribute these items. Ms. Schember explained that these items are for in-house use only with a specific place to use them, possibly the meeting rooms. Benavidez then asked how the District is planning to provide PPE (personal protective equipment) or reimburse staff who purchase their own. There was short discussion on how to avoid the District being liable if they provided the PPE among Dr. Heezen and Counsel Welt. Benavidez suggested that occur soon.

Trustee Benavidez appreciates having a specific time for vulnerable patrons. She asked if the District planned to open up all branches at the same time or does the District plan to phase the openings. Ms. Schember believes the District will be able to open all branches at the same time within limitations. Schember believes it would be very hard to determine which branches should open and which should not. It is not the size issues, but wanted to meet the needs District customers.

Trustee Benavidez asked if the District was going to hire any more security staff and, if so, who will be training them to deal with the customers entering the branches. Mr. Rice said that would be something to take about with the district's security provider Allied Universal as medical screening is not currently in their job specifications.

Trustee Ramaker suggested asking District volunteers to provide some of these temporary services. She also reminded staff that it will be hard to keep an eye on so many more people as well as asking them to take on additional tasks to keep branches safe, however this is important.

Trustee Francis Drake asked about the use of Foundation volunteers and when staff anticipates them returning. Ms. Schember and Development and Planning Director Danielle Milam said that all volunteers would stay out until Library Operations is set.

Trustee Wadley Munier appreciates anything that the District can do to protect staff and the public. She prefers requiring masks instead of taking temperatures at the door. She wanted to clarify that, even though the District is planning to use the spray, staff were still planning to have the custodians do regular cleaning. She also wanted to know that the regular cleaning will not remove the product. Mr. Rice confirmed the regular cleaning would continue and tests show that regular cleaning would not remove the product.

Trustee Francis Drake is in favor of extending hours to open earlier and later. She added that District is probably one of the most valuable tools for area residents. She suggested one-way aisles for customer browsing.

Trustee Foyt asked about plans for unattended children. Ms. Schember said staff would handle using the District's current policy; contacting the parents. Initial opening plans would not allow for loitering in any case.

Trustee Wilson appreciated the thoughtful process and work that has gone into the proposed plan. Wilson finds it very optimistic as he does not expect to open the first week of May. He knows the Trustees are meeting again in 12 days, but he is uncomfortable looking at this plan while not addressing the massive hole in the budget.

Chair Ortiz suggested that Ms. Schember and Community Engagement Director Matt McNally look at the District's partners that need help now. He also suggested staff look at reinventing the District to become a needed service through the District's sites, facilities, spaces, contact. Ortiz also suggested staff contact partners that are already working within the District, share this plan with them, and attempt to ascertain how they will be a part of it.

Chair Ortiz next discussed managing expectations. There is no perfect way to do this, but he feels very strongly about reopening while figuring out how to use staff who are not doing events, at this time. He also wants to make it a priority to ensure there has been contact with each staff member.

Trustee Wadley-Munier asked if the District had a protocol if a staff member is diagnosed with Covid-19. Ms. Schember said staff are still working on that part and will have a presentation at the April 28<sup>th</sup> meeting.

This item was for presentation and discussion only.

**Discussion and possible Board action to extend the closing of the Las Vegas-Clark County Library District past April 16, 2020. (Item X.C.)**

Trustee Wilson moved to reopen Item X.C. There was no opposition and the motion carried.

Dr. Heezen reiterated that staff are asking that the Trustees allow the District's closure to extend through the time that is mandated by either the Governor or the Health District.

Trustee Foyt said that the SNHD approval may be granted separately. She prefers to go with the authority of the Governor only.

Trustee Benavidez moved to approve the Executive Director's request to extend the closure of the Las Vegas-Clark County Library District until Governor Sisolak lifts the Stay At Home order for schools and businesses.

Trustee Wadley-Munier asked if the Governor would need to identify libraries specifically when he does allow reopening. Counsel Welt recommended that Trustees meet once the Governor has announced the reopening. This can be done by specifically setting up an

emergency meeting. Both Trustees Wilson and Wadley-Munier are satisfied.

Chair Ortiz called for the question. There was no opposition and the motion carried.

**Announcements  
(Item XI.)**

Trustee Foyt announced that she is working with Commissioner Naft's office regarding the address change for the Enterprise Library. Trustee Bilbray-Axelrod asked that Foyt contact her for information about working with the post office on the proposed change.

Dr. Heezen will be placing an extension of the Food for Thought program on the agenda at the Special Board Meeting due to the uncertainty about the reopening date. He suggests that Trustees approve an extension to a month after reopening.

There will be a Special Board Meeting on Tuesday, April 28, 2020 at noon. This meeting will take place online and connection will be via WebEx. Details will be provided shortly.

The next Board Meeting will be held Thursday, May 21, 2020, at 6:00 p.m. in the Windmill Library, 7060 West Windmill Lane, Las Vegas, Nevada 89113 or via WebEx.

**Public Comment  
(Item XII.)**

None.

**Adjournment  
(Item XIII.)**

Chair Ortiz adjourned the meeting at 8:26 p.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

# 2020 ATTENDANCE

Appendix A

April 16, 2020 Regular Board Meeting

2020		January 16 Naming Library Policy Cmt	January 16 Regular Board Mtg	February 13 Regular Board Mtg	March 12 Regular Board Mtg	March 18 Emergency Board Mtg	April 16 Finance & Audit Cmte	April 16 Regular Board Mtg	
Benavidez	Kelly	A-E	A-E	P	P	A-E	P	P	
Bilbray-Axelrod	Shannon	P	P	P	A-E	P	P	P	
Francis Drake	Marilyn	P	P	P	P	P	P	P	
Foyt	Elizabeth	P	P	P	P	A-E	P	P	
Meléndrez	José	P	P	P	P	A-E		P	
Ortiz	Felipe	P	P	P	P	P	P	P	
Wadley-Munier	Robin	P	P	P	P	A-E	P	P	
Ramaker	Sandra	P	P	P	A-E	P	P	P	
Wilson	Brian	P	P	A-E	P	P	P	P	
Rogers	Keith	P	P	P	A-E	P	P	P	

attended Committee meeting but not a member

A-E Excused Absence  
A-U Unexcused Absense

as of April 16, 2020

*Free to be*

**PUBLIC INFORMATION / BRAND CAMPAIGN**

The  
Library  
District  
Las Vegas-Clark County



*Free to be*

curious  
connected  
captivated  
fearless  
inspired  
a trailblazer  
yourself



# The New York Times

Talk

## Carla Hayden Thinks Libraries Are a Key to Freedom

Interview by Ana Marie Cox

Most librarians of Congress haven't actually previously been librarians. What's the best preparation for this role? There have been two other librarians of the 14 total — we've had historians, we've had lawyers — but the main theme has been an interest in ideas and knowledge and a belief in that. That's what prepares you — to have an open mind, to want to expand other people's interest in history and knowledge. Each librarian has been almost perfect for the time that they served. I just hope that I can keep that momentum going.

Well, it's funny that you mention that each librarian appointed seems to have turned out, in retrospect, perfect for the time, because you're a very particular librarian. You're the first woman and the first African-American named to the role, and some people have called you a radical librarian. We librarians love that. That's against our stereotype.

Maybe I'm a romantic, but I do think of librarians as inherently radical. There's something political about access to information. And it has been throughout history. Frederick Douglass said, "Once you learn to read, you will be forever free." If you can absorb information yourself and make your own decisions, that's a freedom. And for so many times in history, being able to read and access information has been part of it, especially in my case, with African-Americans.

In the past, you've taken what some people would consider political positions.



Age: 64

Occupation:  
Librarian

Hometown:  
Chicago

Hayden is the 14th Librarian of Congress. She also served as chief executive of the Enoch Pratt Free Library in Baltimore and president of the American Library Association.

Her Top 5 Favorite Places to Read:  
1. In a comfortable chair  
2. On the beach  
3. By a fireplace  
4. Under a hair dryer  
5. On a train

You previously served as the head of the Baltimore public library, and one of the most notable things you did was to keep a branch in the middle of the conflict open during the protests over Freddie Gray's death. It was a haven. People could get online; they could apply for jobs. By the end of the week, we were the food center, because there weren't places open.

When you were president of the American Library Association, you battled Attorney General John Ashcroft over the Patriot Act because it, among other things, gave the Justice Department and the F.B.I. the power to access library user records. Do you think you'll do any civil-libertarian activism in your current position? In being elected to head the A.L.A., I became the face of the association. Now I'm basically the face of the Library of Congress, and I have enough to do here.

People may not know that the Library of Congress has that name because it was actually created for the use of members of Congress, who aren't always known for basing their opinions on facts. Yes, we have the Congressional Research Service, which is like the Special Forces of analysts. They serve Congress and the staff to help give them unbiased, nonpartisan information. Just like when people go into their school or public library and have information professionals to help them, their legislative body has people just like that to help inform Congress. We don't let our own opinion influence the patron's research.

Do you think libraries can help in this epidemic of fake news and lack of trust in the media? I think the good thing about the discussion is that there's a discussion about what's fake and what's real. There's an awareness that there is such a thing. Librarians have been pounding on this issue in a different way for a while — that just having computer literacy is great, but as information professionals, we're always looking at what's the most authoritative source for the information and teaching information literacy. It's great to have all this stuff, but you need to teach how to use the library in schools. They need to be teaching information literacy as soon as the kid can push a button.

It seems as if you might need to teach information literacy to members of Congress. If they start as children, I think there's hope. ♦


librarians as inherently radical. There's something political about access to information. And it has been throughout history. Frederick Douglass said, "Once you learn to read, you will be forever free." If you can absorb information yourself and make your own decisions, that's a freedom. And for so many times in history, being able to read and access information has been part of it, especially in my case, with African-Americans.

Interview has been condensed and edited.



## PUBLIC CAMPAIGN

English




*Free to be*  
curious.

**What are you searching for?**  
Your neighborhood library helps you to explore the unknown and look beyond. It is the place for learning and personal growth, small business and career support, community, culture, art, and live performances. And it's all free.

Visit the library in person or at [TheLibraryDistrict.org](https://TheLibraryDistrict.org) and discover the power of your library card.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*

Spanish



*Libremente*  
curioso.

**¿Qué estás buscando?**  
La biblioteca de tu vecindario te ayuda a explorar lo desconocido y a ver más allá. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](https://TheLibraryDistrict.org) y descubre el poder que te da tu tarjeta de la biblioteca.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*



# PUBLIC CAMPAIGN

English



*Free to be*  
captivated.

**Step into our world of live music, dance, art, comedy, and magic.**  
Your neighborhood library invites you to enjoy enriching experiences and local talent. It is the place for learning and personal growth, small business and career support, community, culture, art, and live performances. And it's all free.

Visit the library in person or at [TheLibraryDistrict.org](https://TheLibraryDistrict.org) and discover the power of your library card.

The Library District  
Las Vegas-Clark County



*Free to be*

Spanish



*Libremente*  
artístico.

**Entra a nuestro mundo de música en vivo, de baile, arte, comedia y magia.**  
La biblioteca de tu vecindario te invita a disfrutar de experiencias enriquecedoras y del talento local. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](https://TheLibraryDistrict.org) y descubre el poder que te da tu tarjeta de la biblioteca.

The Library District  
Las Vegas-Clark County




*Free to be*



## PUBLIC CAMPAIGN

English




*Free to be*  
connected.

**Family exists in many forms.**  
Your neighborhood library invites you to join in and be part of our family. It is the place for learning and personal growth, small business and career support, community, culture, art, and live performances. And it's all free.

Visit the library in person or at [TheLibraryDistrict.org](https://TheLibraryDistrict.org) and discover the power of your library card.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*

Spanish



*Libremente*  
en familia.

**Una familia puede tomar distintas formas.**  
La biblioteca de tu vecindario te invita a unirse a nosotros y ser parte de nuestra familia. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](https://TheLibraryDistrict.org) y descubre el poder que te da tu tarjeta de la biblioteca.

The  
**Library  
District**  
Las Vegas-Clark County

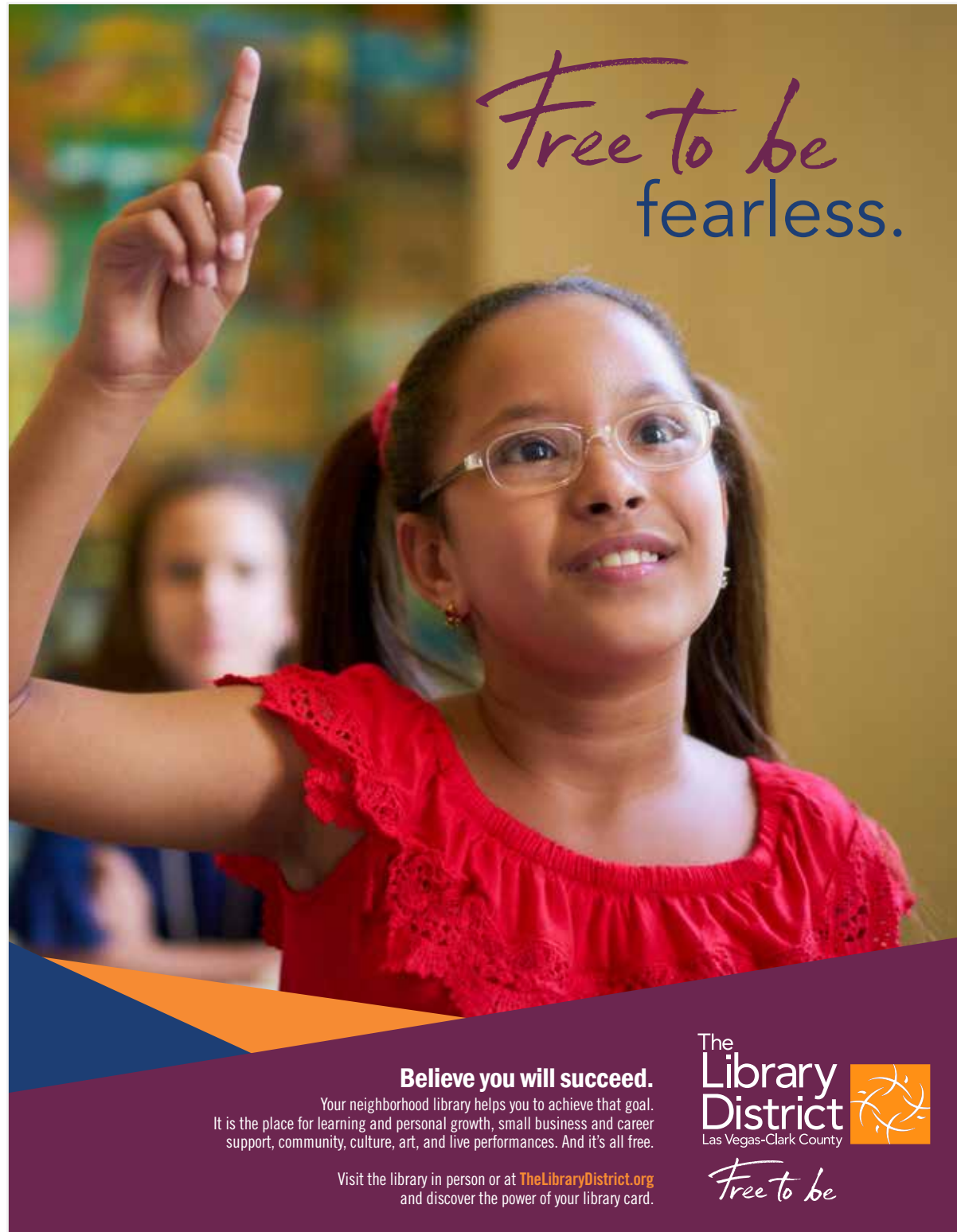


*Free to be*



## PUBLIC CAMPAIGN

English



*Free to be*  
fearless.

**Believe you will succeed.**  
Your neighborhood library helps you to achieve that goal. It is the place for learning and personal growth, small business and career support, community, culture, art, and live performances. And it's all free.

Visit the library in person or at [TheLibraryDistrict.org](https://TheLibraryDistrict.org) and discover the power of your library card.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*

Spanish



*Libremente*  
avanzando.

**Cree que tú alcanzarás el éxito.**  
La biblioteca de tu vecindario te ayuda a lograr esa meta. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](https://TheLibraryDistrict.org) y descubre el poder que te da tu tarjeta de la biblioteca.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*

## PUBLIC CAMPAIGN

English



*Free to be*  
inspired.

**Creativity lies within you.**  
Your neighborhood library helps you to explore your vision. It is the place for learning and personal growth, small business and career support, community, culture, art, and live performances. And it's all free.

Visit the library in person or at [TheLibraryDistrict.org](https://TheLibraryDistrict.org) and discover the power of your library card.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*

Spanish



*Libremente*  
inspirado.

**La creatividad está dentro de ti.**  
La biblioteca de tu vecindario te ayuda a explorar tu visión. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](https://TheLibraryDistrict.org) y descubre el poder que te da tu tarjeta de la biblioteca.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*



# PUBLIC CAMPAIGN

English



*Free to be*  
a trailblazer.

**You have dreams to pursue.**  
Your neighborhood library helps you to achieve them. It is the place for learning and personal growth, small business and career support, community, culture, art, and live performances. And it's all free.

Visit the library in person or at [TheLibraryDistrict.org](https://TheLibraryDistrict.org) and discover the power of your library card.

The Library District  
Las Vegas-Clark County



*Free to be*

Spanish



*Libremente*  
innovador.

**Tienes sueños que cumplir.**  
La biblioteca de tu vecindario te ayuda a alcanzarlos. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](https://TheLibraryDistrict.org) y descubre el poder que te da tu tarjeta de la biblioteca.


The Library District  
Las Vegas-Clark County



*Free to be*

# PUBLIC CAMPAIGN

English




*Free to be*  
yourself.

**Express your truest self.**  
Your neighborhood library helps you to pursue your creativity, curiosity, and passion. It is the place for learning and personal growth, small business and career support, community, culture, art, and live performances. And it's all free.


Visit the library in person or at [TheLibraryDistrict.org](https://TheLibraryDistrict.org) and discover the power of your library card.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*

Spanish




*Libremente*  
individual.

**Exprésate tal como eres.**  
La biblioteca de tu vecindario te ayuda a seguir tu creatividad, curiosidad y pasión. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

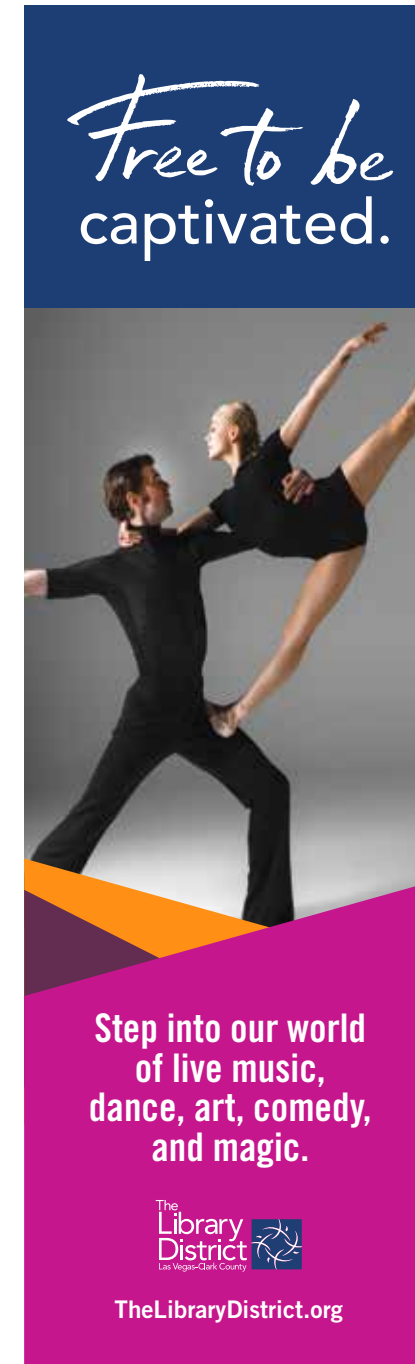
Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](https://TheLibraryDistrict.org) y descubre el poder que te da tu tarjeta de la biblioteca.

The  
**Library  
District**  
Las Vegas-Clark County



*Free to be*

## SIGNAGE CREATIVE SAMPLES



# A SAMPLE OF OUR URBAN BRANCHES



# CLARK COUNTY LIBRARY



Exterior – Main Entrance





# CLARK COUNTY LIBRARY

Parking Lot



# CLARK COUNTY LIBRARY Theater Exteriors



Exterior – Flamingo Rd. facing facade

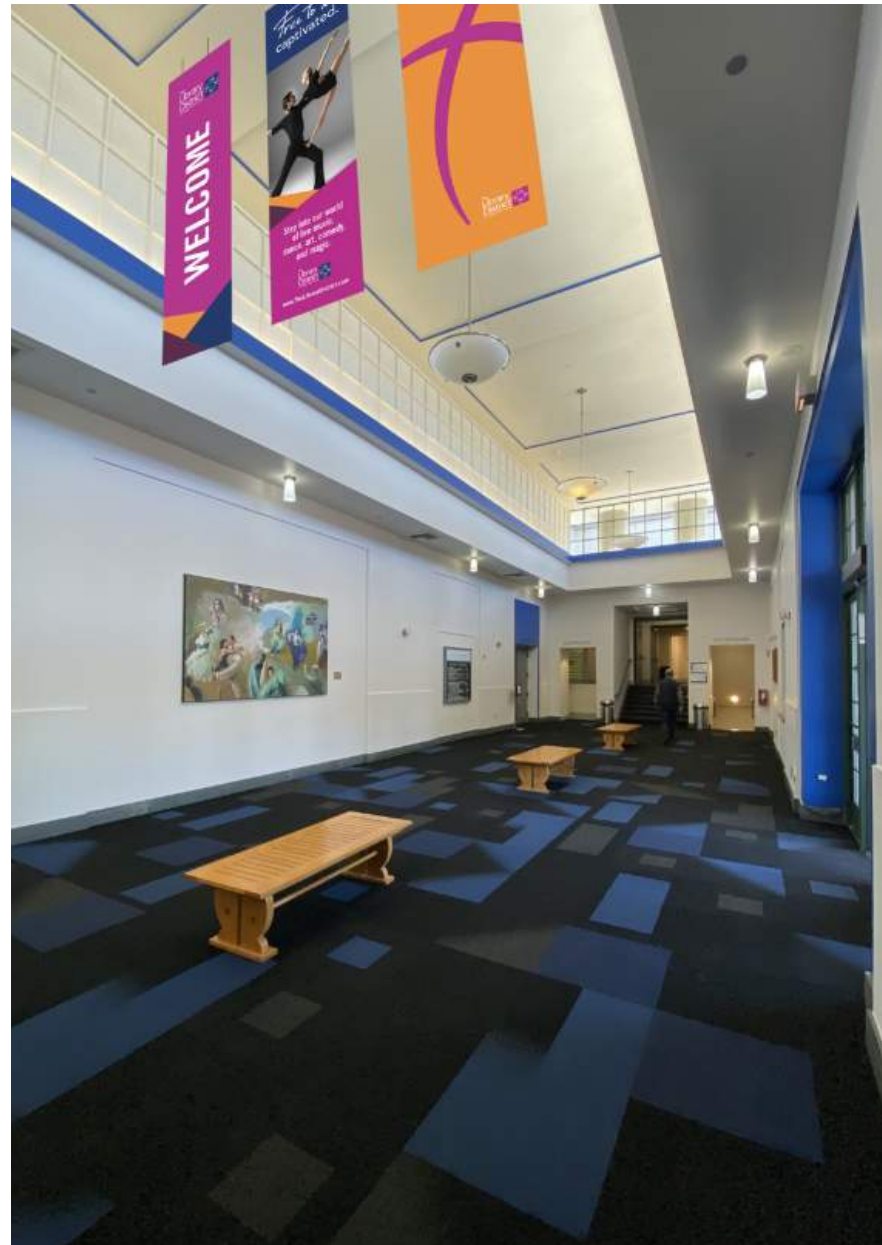


Exterior – Theater side entrance off Escondido St.

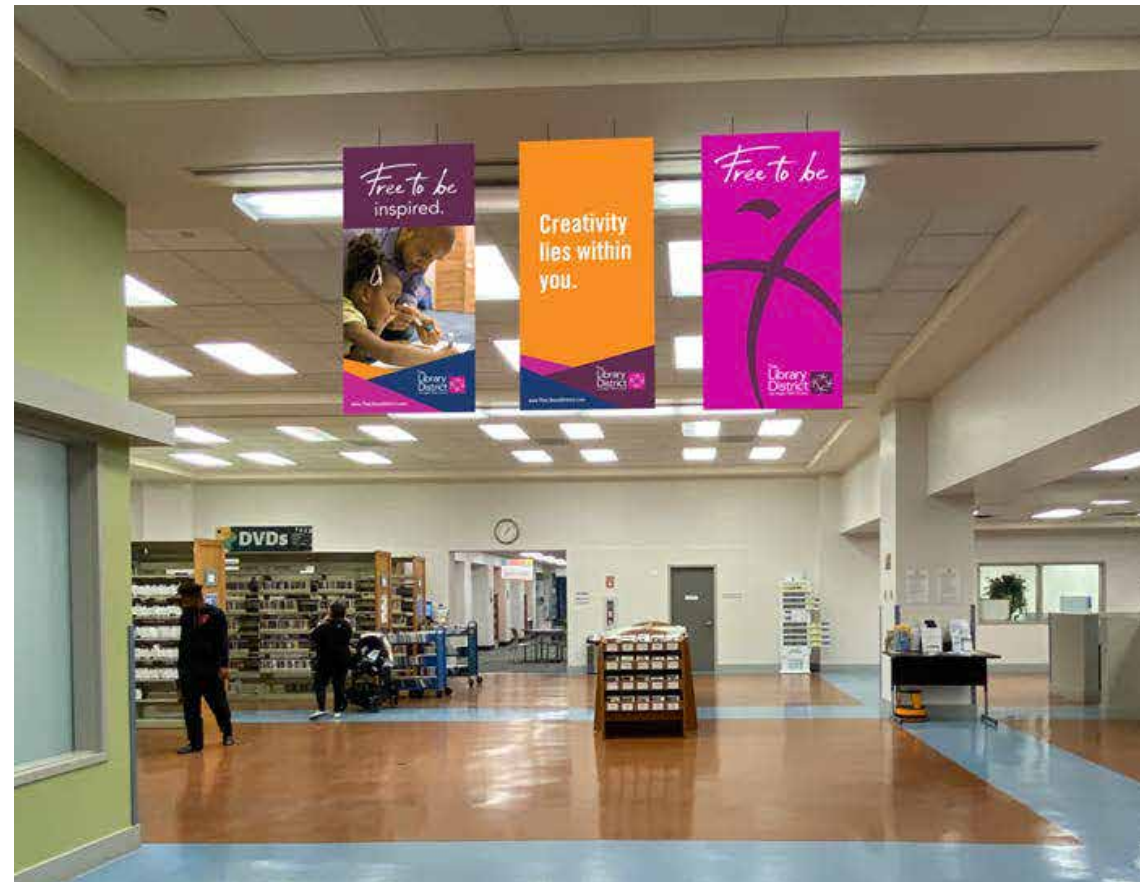




# CLARK COUNTY LIBRARY Interiors



Interior – Theater Lobby



Interiors – Branch





# EAST LAS VEGAS LIBRARY



Exterior – Far left wall of main entrance



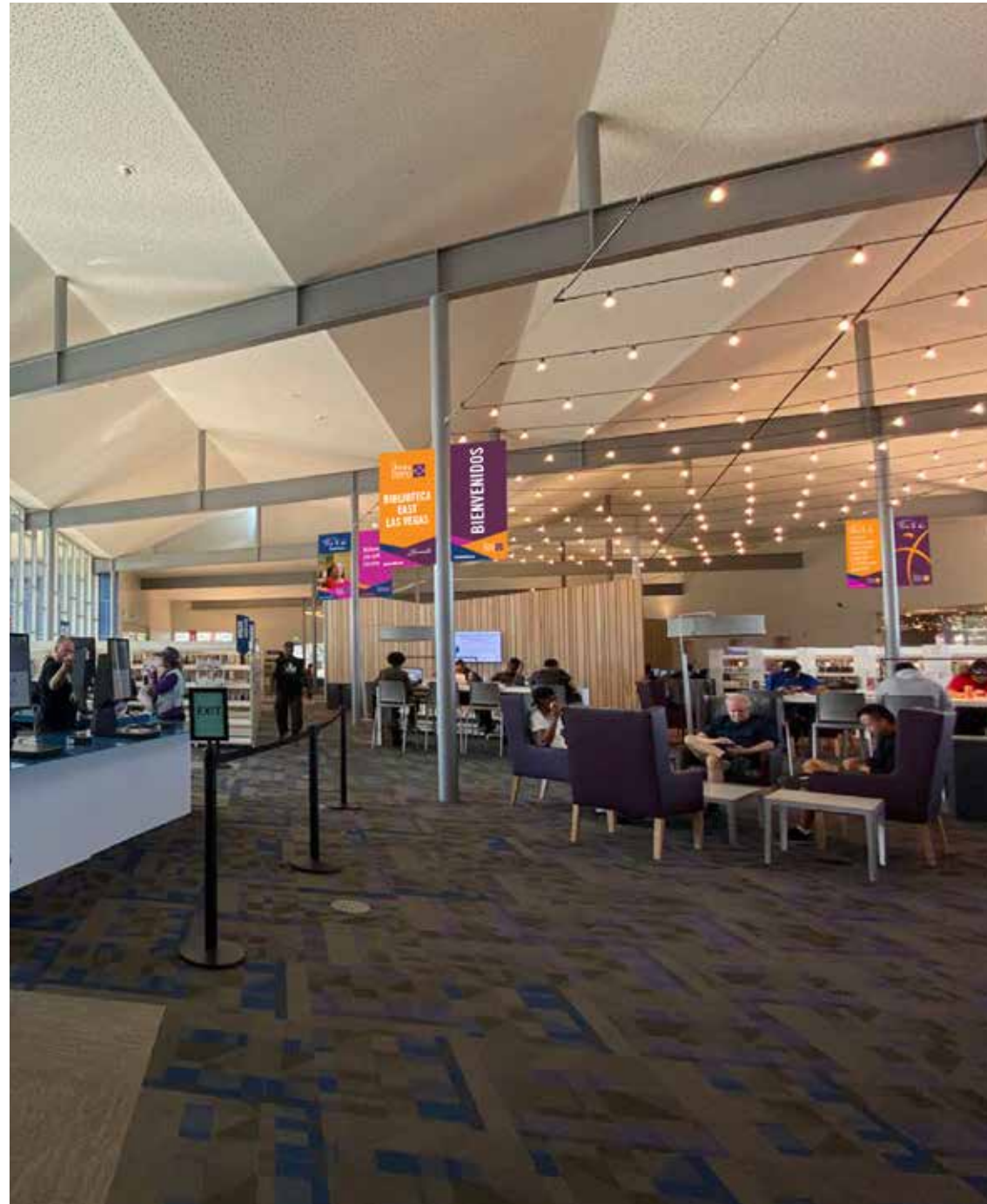
# EAST LAS VEGAS LIBRARY Exterior



Exteriors – Far Right wall of main Entrance



# EAST LAS VEGAS LIBRARY Interiors





# RAINBOW LIBRARY



Exterior – Main entrance



# RAINBOW LIBRARY Exterior

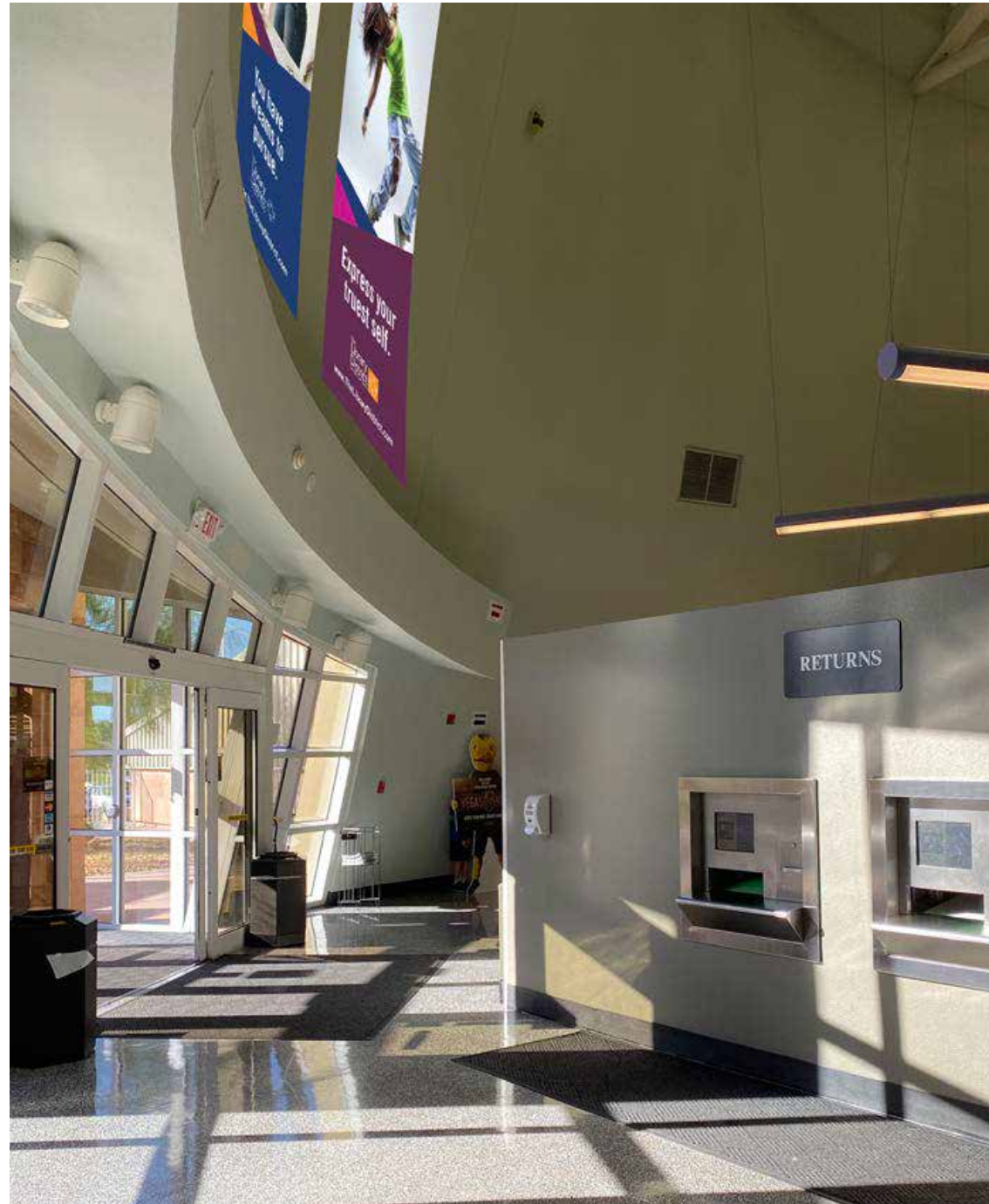


Exteriors – Cheyenne Ave. facing facade





# RAINBOW LIBRARY Interiors





# WEST LAS VEGAS LIBRARY



Exterior – Main entrance



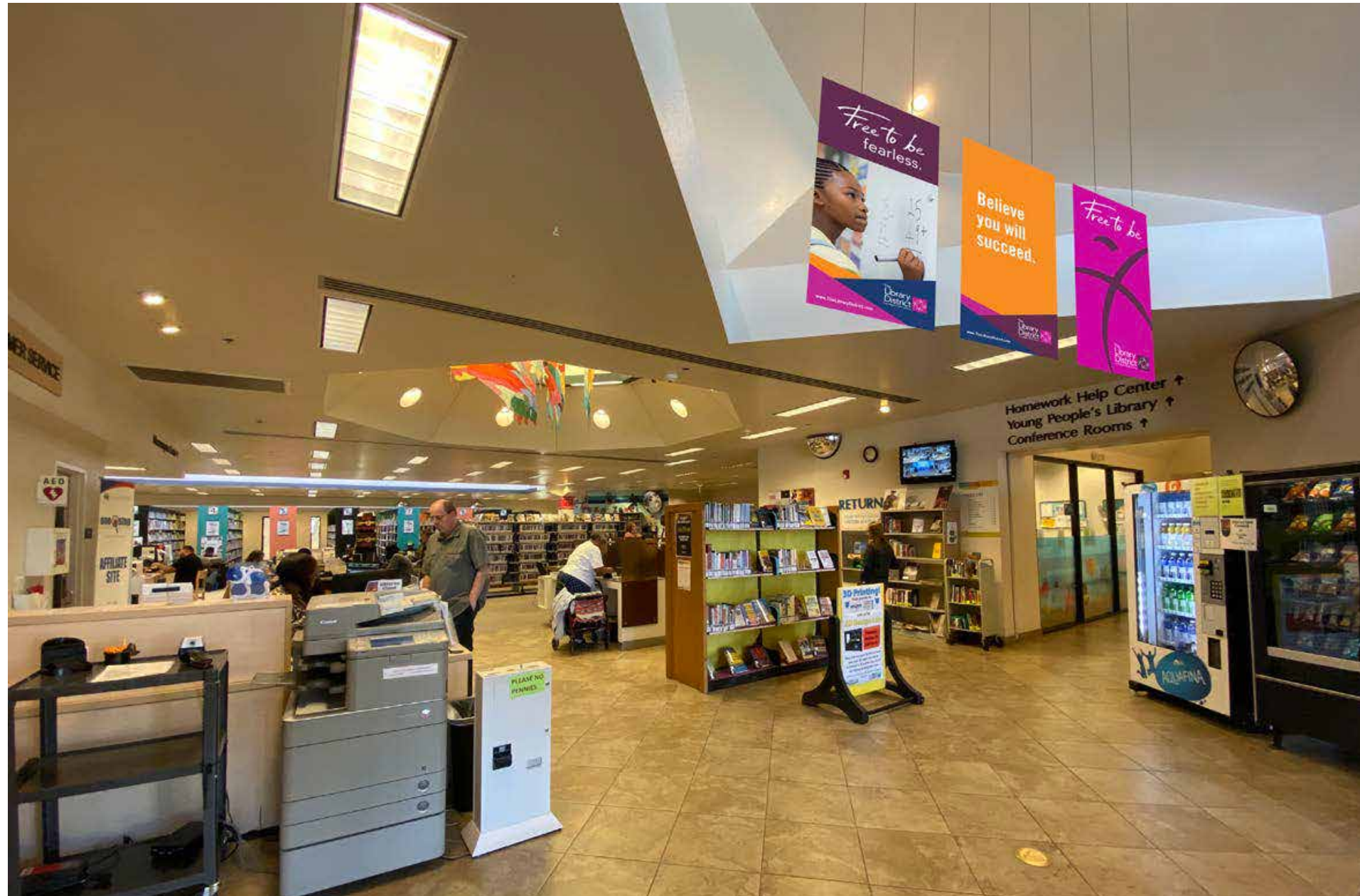
# WEST LAS VEGAS LIBRARY Exterior



Exterior – Theatre Entrance



# WEST LAS VEGAS LIBRARY Interiors





# SAHARA WEST LIBRARY



Exterior – Main entrance





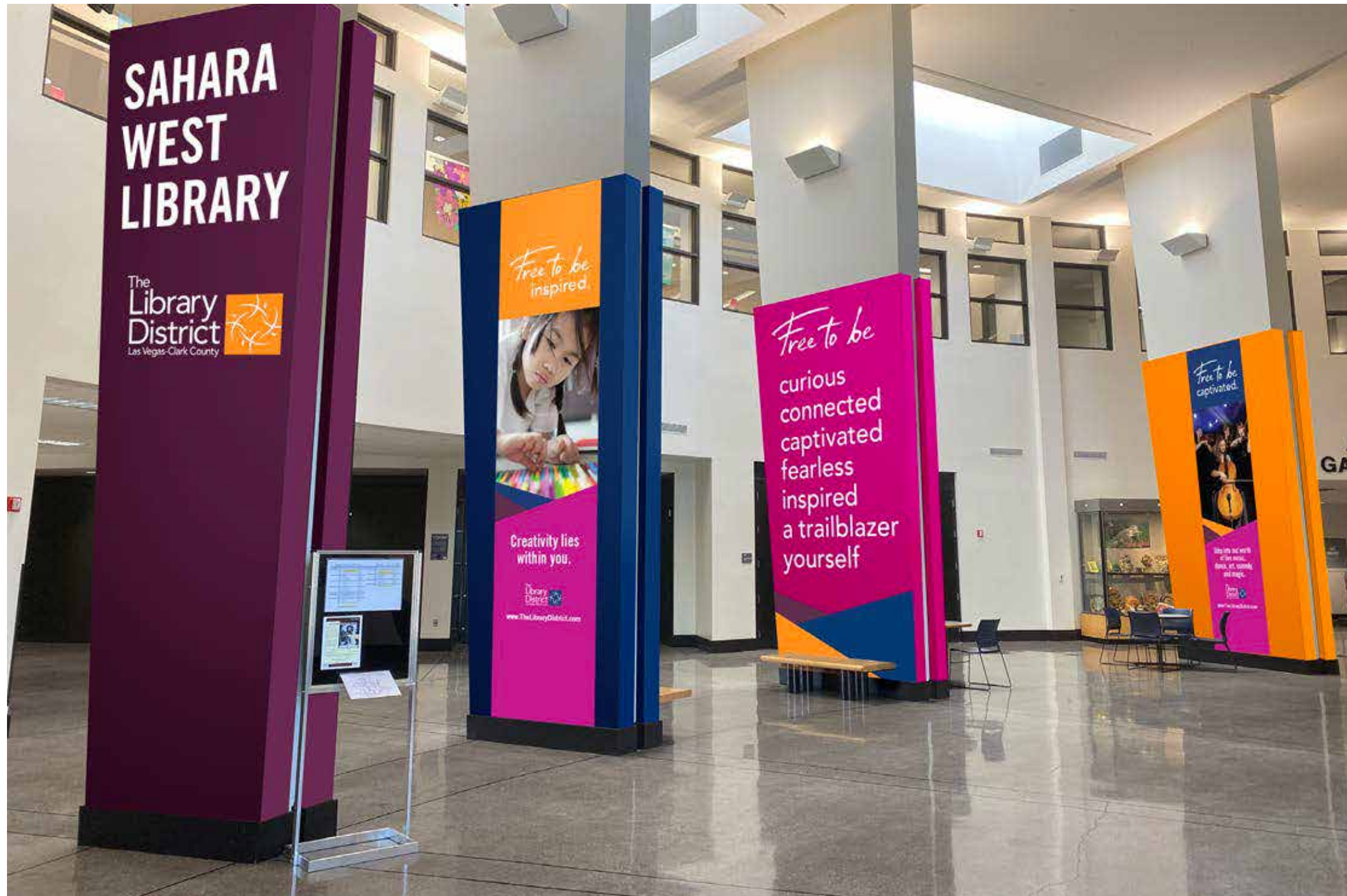
# SAHARA WEST LIBRARY Exterior



Exterior – Sahara Ave. street pole signs



# SAHARA WEST LIBRARY Interior



Interior – Lobby



## SAHARA WEST LIBRARY Interior



Interior – Main entrance to branch, wall graphic



# SAHARA WEST LIBRARY Interior





# A SAMPLE OF OUR OUTLYING BRANCHES

# MESQUITE LIBRARY



Exterior – Parking lot side view





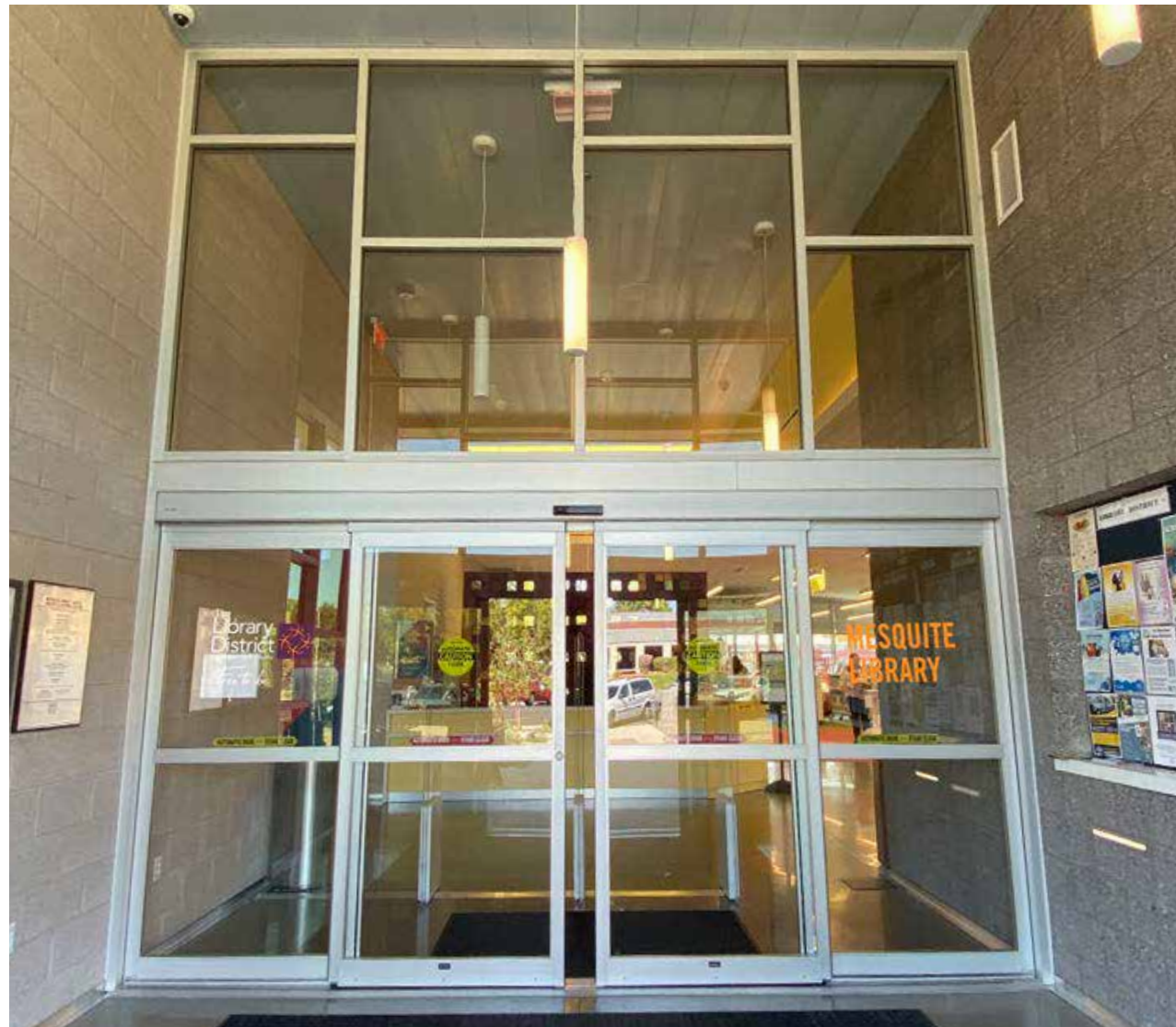
# MESQUITE LIBRARY Exterior



Exterior – Main entrance side



## MESQUITE LIBRARY Interior



Interior – Main entrance doors





# MESQUITE LIBRARY LEARNING CENTER Exterior



Exterior – Main entrance to Learning Center



# GOODSPRINGS LIBRARY



Exterior



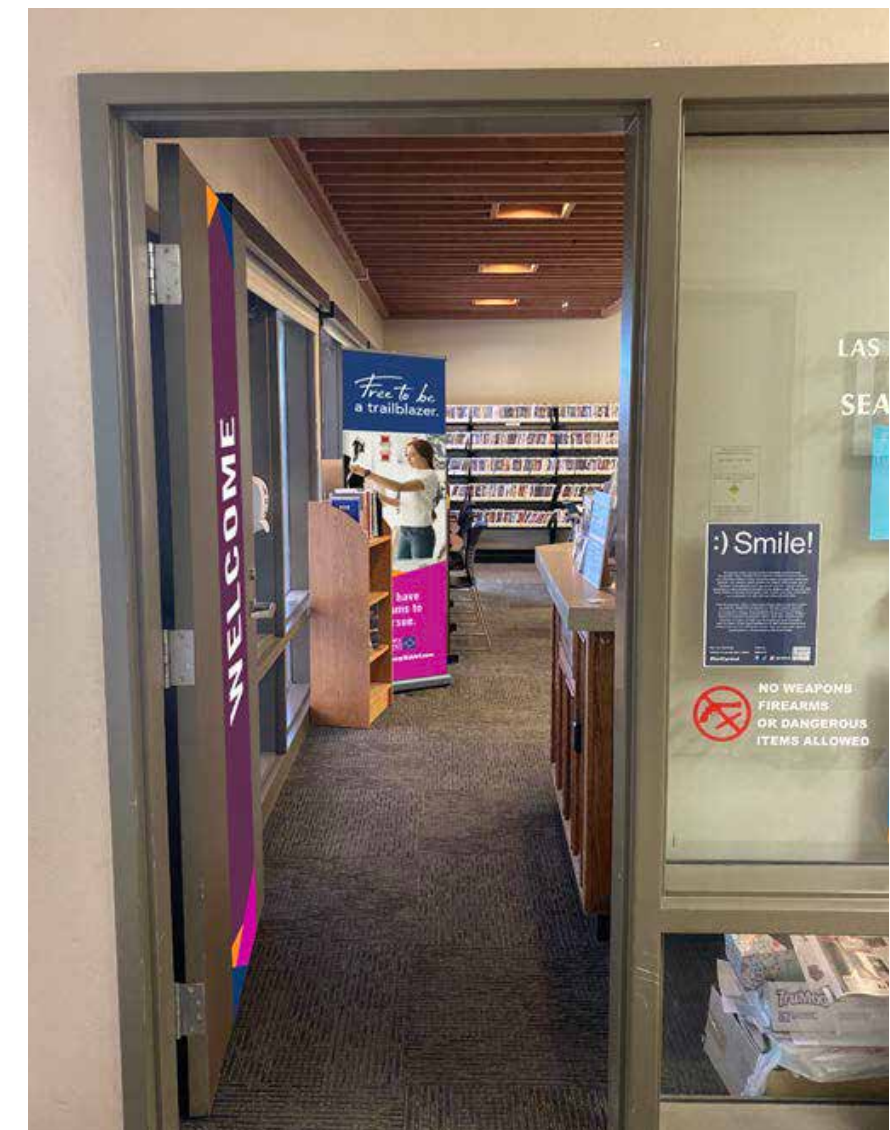
Interior



# SEARCHLIGHT LIBRARY



Exterior



Interior



# SANDY VALLEY LIBRARY



Exterior

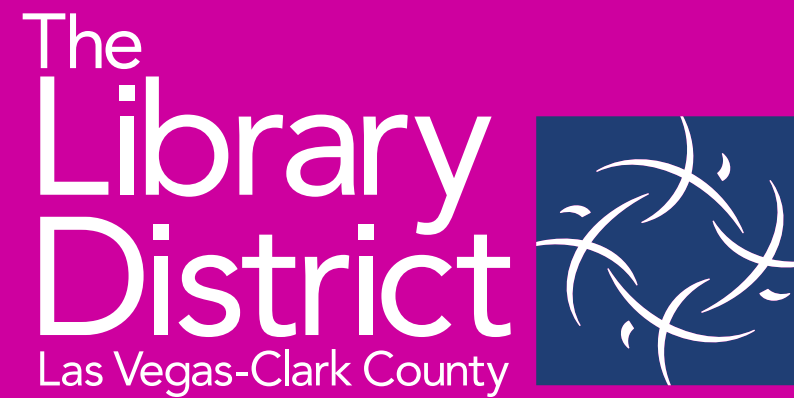


Interior





# THANK YOU!



## **LVCCLD PHASED REOPENING**

### **Goals**

- **Library services resume in a phased approach to support a safe opening**
- Refocus immediate priorities
- Enforce social distancing and limits on gatherings (per Governor and SNHD)
- Provide ways to assist vulnerable community members (seniors, underlying health conditions)
- Implement safety measures including enhanced sanitization, barrier installation, various quarantine methods, and personal protective equipment for staff
- Establish new employee leave guidelines (under guidance of District legal counsel)
- Flexibility to move forward or backward

#### Week 1 (Exempt staff return to work)

- Administrative staff return onsite with social distancing guidelines/schedules that may include some staff continuing to work remotely
- Exempt branch staff return onsite with social distancing guidelines/schedules
  - Process materials
  - Catch up on emails, interoffice mail, work plans/check-ins with staff
  - Meet with LO Administration/staff training
  - Determine social distancing procedures for the public
  - Set schedule for remaining branch staff
- BAM create/purchase and distribute social distancing signage
- FAC staff work with branch staff to setup social distancing measures (move furniture, set up stanchions/plexiglass barriers, apply floor decals, remove seating, etc.)

### **Branch Reopening – First 30 Days Focused on Quick Access**

#### Week 2 (Computers, Holds Pickup, Browsing, Reference/Phone Assistance)

##### Social Distancing

- Signage and floor decals throughout buildings
- Limit number of people in buildings (per Governor or SNHD guidelines)
- Limited number of people within designated zones (computer centers, youth areas, etc.)
- Security Officers and staff will manage line/crowd control
- Limited public seating (ADA purposes and designated laptop areas only)
- No loitering
- No food
- Three Square distribution to-go (pending schools reopening)
- No study rooms
- No meeting room rentals or theater usage (programs canceled through June 30)
- No storytimes
- No makerspace/tech labs
- 1-2 staff member(s) per service desk (varies by branch)
- Some service desks closed (varies by branch)
- No volunteers



Available Services (Computers, Holds Pickup, Browsing, Reference/Phone Assistance)

- Computer access limited to one-hour
- Deploy laptops, Chromebooks, tablets, and other devices for increased access
- Self-pickup of holds
- Browsing of collection
- Phone and in-person reference
- Drive-thru windows at East Las Vegas and Mesquite Libraries
- Workforce One Stop Career Centers
- eResources including eCard
- Continued Wi-Fi expansion into parking lots
- Book donations welcome

Safety Measures

- Allow PPE for staff and customers
- Microshield application [www.microshield360.com](http://www.microshield360.com)
- Installation of stanchions and plexiglass barriers
- Quarantine returned library materials, book donations, food donations
- Increased safety measures for staff that directly handle library materials (sorters, shelving)
- Allow breaks for staff every hour or as-needed for handwashing

Staff Guidelines/Training

- Implement new employee leave guidelines per EPSLA and EFMLEA
- Conduct staff training related to COVID-19, new operating procedures, and best practices
- All staff training conducted remotely or with proper social distancing

**OTHER CONSIDERATIONS**

- Extend library hours of operation (i.e. first hour for vulnerable populations)
- Curbside service
- Extend Food for Thought Program