



**CITY OF NORTH LAS VEGAS
LIBRARY DISTRICT BOARD OF TRUSTEES
REGULAR MEETING
SUMMARY MINUTES**

July 23, 2024
5:00 p.m., Council Chambers,
2250 Las Vegas Boulevard North,
North Las Vegas, Nevada 89030

Website - <http://www.cityofnorthlasvegas.com>

CALL TO ORDER

Trustee Esparza called the meeting to order at 5:08 P.M.

WELCOME

Trustee Esparza welcomed those who were attending the meeting.

VERIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

City Clerk Jackie Rodgers confirmed compliance with Open Meeting Law

ROLL CALL

TRUSTEES PRESENT

Vice-Chairwoman Esparza
Trustee Arbuckle (**Excused**)
Trustee Henry
Trustee Kelley
Trustee Thomas-Gibbons

STAFF PRESENT

Deputy Director of Library Shelly Alexander
Chief Deputy City Attorney Marisa Rodriguez
City Clerk Jackie Rodgers
Chief Deputy City Clerk Cherry Lawson
Deputy City Clerk Lead Daisy Rivera
Deputy City Clerk Isabel Rodriguez

PLEDGE OF ALLEGIANCE - BY INVITATION

Led by Trustee Thomas-Gibbons

PUBLIC FORUM

ELECTION OF OFFICER

1. Library District Board of Trustees to Elect from its Membership a Chairperson. (For Possible Action; Recommendation – Appoint)

MOTION: Trustee Esparza moved and Trustee Thomas-Gibbons seconded the motion nominating Dr. Kelley as Chairwoman.

ACTION: APPROVED (Dr. Kelley as Chairwoman)

AYES: 4

NAYS: 0

ABSTAIN: 0

2. Library District Board of Trustees to Elect from its Membership a Vice Chairperson. (For Possible Action; Recommendation – Appoint)

MOTION: Trustee Henry moved and Trustee Esparza seconded the motion nominating Trustee Arbuckle as Vice Chairwoman.

ACTION: APPROVED (Trustee Arbuckle as Vice-Chairwoman)

AYES: 4

NAYS: 0

ABSTAIN: 0

AGENDA

3. Library District Board of Trustees Regular Meeting Agenda of July 23, 2024. (For Possible Action; Recommendation – Approve)

MOTION: Trustee Henry moved and Chairwoman Kelley second the motion approving the agenda as presented.

ACTION: APPROVED

AYES: 4

NAYS: 0

ABSTAIN: 0

CONSENT AGENDA

4. Library District Board of Trustees Regular Meeting Minutes of March 26, 2024. (For Possible Action; Recommendation – Approve)

MOTION: Trustee Esparza moved and Trustee Henry seconded the motion approving the Consent Agenda as presented.

ACTION: APPROVED

AYES: 4

NAYS: 0

ABSTAIN: 0

BUSINESS

5. Board Meeting Dates, Times and Place for 2024/2025. (For Possible Action; Recommendation – Approve)

Deputy Director Shelley Alexander confirmed the schedule for the Board Meetings stating that meetings are scheduled for the last Tuesday of every other month.

MOTION: Chairwoman Kelley moved and Trustee Henry seconded the motion approving the schedule as presented.

ACTION: APPROVED

AYES: 4

NAYS: 0

ABSTAIN: 0

6. Agreement with the Las Vegas-Clark County Library District for Automation and Courier Services for FY 2024/2025 in the Amount of \$62,035.17. (For Possible Action; Recommendation – Approve)

Ms. Alexander stated that this agreement concerns the continuation of the Library's yearly contract with the Las Vegas County Library District. That, this partnership is critical for delivering a wide range of valuable services for our Library District. She stated that the contract amount did increase from the prior year of \$8,000; however, they were made aware of the increase as it is due to the increase in fuel cost related to courier service.

MOTION: Chairwoman Kelley moved and Trustee Esparza seconded the motion approving the Agreement with Las Vegas-Clark County Library District Automation and Courier Services for FY 2024/2025 in the Amount of \$62,035.17.

ACTION: APPROVED

AYES: 4

NAYS: 0

ABSTAIN: 0

7. Memorandum of Understanding between the North Las Vegas Library District and La Bonita Grocery and Meat Market to Promote Library Resources to the Community. (For Possible Action; Recommendation – Approve)

Ms. Alexander explained the purpose of the MOU is to establish a partnership between the Library District and the La Bonita Supermarket. This partnership will provide broader outreach into the community while engaging with non-traditional library users.

MOTION: Chairwoman Kelley moved and Trustee Henry seconded the motion approving Memorandum of Understanding between the North Las Vegas Library District and La Bonita Grocery and Meat Market to Promote Library Resources to the Community.

ACTION: APPROVED

AYES: 4

NAYS: 0

ABSTAIN: 0

8. Request to Approve the Library Art Exhibit Policy and Application. (For Possible Action; Recommendation – Approve)

Ms. Alexander stated that the policy is currently in draft form, and requires review by the Legal Department. She explained that there might be some additional changes forthcoming within the policy after it is reviewed by Legal. The art gallery at Aliante aims to provide a space for community artists to display their artwork. This initiative supports the Library's mission of fostering cultural enrichment and community engagement, and the gallery currently has a hanging system that was installed a year ago. Within the policy, exhibits would be limited to a maximum of 60 days. This would ensure that a variety of displays is afforded to the public.

Additionally the exhibits would be free and completely open to the public during the Library hours of operation. Artists are not permitted to sell anything in the library facilities; however, artists can leave business cards or contact information outside of the library. The library would not be responsible for any damages to an artist artwork—displaying at the artist own risk. Lastly, the Library would reserve the right to reject any exhibits that are deemed controversial, offensive or inappropriate. The final decision would rest with the Library Director.

MOTION: Chairwoman Kelley moved and Trustee Esparza seconded the motion approving the draft copy Library Art Exhibit Policy and Application

Chief Deputy City Attorney Marisa Rodriguez stated for clarification that if the motion should be approved, the policy and application in a form to be approved by the City Attorney's Office. That provides the City Attorney's Office and opportunity to review the draft, as edits to the policy that the Office may deem necessary for legal reasons.

Trustee Esparza asked whether the policy would come back before the Board for approval once edits are made by the City Attorney's Office. **Ms. Rodriguez** stated in the motion as presented would not provide for the policy to come back to the Board for its approval. However, the City would provide a final copy of the policy.

Chairwoman Kelley restated her motion.

MOTION: Chairwoman Kelley moved and Trustee Esparza seconded the motion to approve in a form by the City Attorney's Office.

ACTION: APPROVED

AYES: 4

NAYS: 0

ABSTAIN: 0

9. Purchase Order with Midwest Tape for the Purchase of Audio/Visual Materials and Cataloging in An Amount Not to Exceed \$30,000. (For Possible Action; Recommendation – Approve)

Ms. Alexander stated that this item outlines the library's standard yearly purchase with Midwest Tapes. Midwest Tapes provides the DVD's, and audiobooks as well as Hoopla.

MOTION: *Chairman Kelley moved and Trustee Henry seconded the motion approving the Purchase Order with Midwest Tape for the Purchase of Audio/Visual Materials and Cataloging in An Amount Not to Exceed \$30,000.*

ACTION: **APPROVED**

AYES: 4

NAYS: 0

ABSTAIN: 0

10. Purchase Order With Baker and Taylor for Library Books and Cataloging in An Amount Not to Exceed \$150,000. (For Possible Action; Recommendation – Approve)

Ms. Alexander stated that is the Library's standard yearly purchase order with Baker and Taylor who is its primary book vendor. They provide catalogs as well as supply books to the library. Additionally, it works in conjunction with collection HQ, which is a tool that the library use that provides insights into our collection about what is overstocked, what is understocked it also gives us data on how well a book will be checked, how much a book will be checked out before we actually purchase it.

MOTION: *Chairman Kelley moved and Trustee Esparza second the motion*

ACTION: **APPROVED**

AYES: 4

NAYs: 0

ABSTAIN: 0

11. Presentation of the North Las Vegas Library District Adopted Budget for Fiscal Year 2024/2025. (For Discussion)

Ms. Alexander presented the adopted budget for FY 2024/2025, and provided some highlights and accomplishments from last year along with highlighting goals for programs and services going forward.

ACTION: **NO ACTION TAKEN.**

12. Presentation by Tammy Westergard Regarding the Librarian-in-Residence Program and the Partnership with the North Las Vegas Library District. (For Discussion)

Tammy Westergaard, from the Governor's Office of Economic Development introduced the big idea of a Librarian-in-Residence Program. This is a pioneering program that has been advanced through, Attorney General Ford's office from the Telecom Settlement Funds through the Governor's Office of Economic Development to seat two workforce development librarians within two public libraries in the State of Nevada. This is a similar concept in the sense that these residencies are within the North Las Vegas Library district, as well as the Carson City Library. There is focused attention on workforce development to deploy a specific process called individual career mapping.

She continued stating with the individual career mapping ICM process you can increase your labor market literacy and move that towards a new career with the ICM process, you can utilize innovative tools and assessments, including virtual reality, career readiness assessments and the National Career Readiness Certification (NCRQ).

Jihadi Rivera Lead Career Navigator for this individual career mapping process and working alongside with **Ms. Alexander**. She provided an update to some of the activities from the District.

ACTION: NO ACTION TAKEN.

STAFF COMMENTS

Ms. Alexander stated that the September 24, meeting will be canceled, due to a special fundraising event that is scheduled on this day at Cristo del Rey, Saint Viator Prep College from 5:30 to 7:30 p.m., and the title of the event, "What's the Tea?" A Mad Hatter themed event. However, a special meeting will be held September 17 would be scheduled. She also provided an update to the Summer Learning Challenge, as the Library set a goal to increase its sign-ups by 20 percent increase. She reported that all of the District Libraries have meet its goal.

BOARD COMMENTS

Trustee Esparza inquired as to the dates of the board meeting, noting that the November meeting is canceled. **Ms. Alexander** confirmed the cancellation of the September 24 meeting; however stated a special meeting would be held on September 17. She stated that the November meeting was canceled due to the Thanksgiving Day holiday.

PUBLIC FORUM

Chairwoman Kelley opened the meeting to receive public comments. No comments offered.

ADJOURNMENT

Trustee Kelley adjourned the meeting. Meeting adjourned at **5:59** P.M.

CERTIFICATION

I certify that the foregoing are true and correct minutes of the City of North Las Vegas Library District Board of Trustees Regular Meeting held July 23, 2024. I further certify that a quorum was present.

Jackie Rodgers, City Clerk