

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the April 8, 2019 Special Meeting

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A special meeting of the Carson City Library Board of Trustees was scheduled for 6:00 p.m. on Thursday, April 8, 2019 in the Library Digitormium, 900 North Roop Street, Carson City Nevada.

PRESENT: Vice Chair Amanda Long
Trustee Phyllis Patton
Trustee Dianne Solinger

STAFF: Diane Baker, Interim Library Director
Ermal Reinhart, Access Services Manager
Amy Lauder, Collection Development Manager
Maria Klesta, Creative Services Manager
Tamar Warren, Deputy Clerk

NOTE: A recording of these proceedings, the Library Board's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Recording Secretaries Division of the Carson City Clerk's Office, during regular business hours. For minutes and audio recordings of this Board's meetings, please visit www.carson.org/minutes.

I. CALL TO ORDER - ROLL CALL

Vice Chairperson Long called the meeting to order at 6:22 p.m. Roll was called and a quorum was present. Chairperson Hays and Trustee Cranston were absent.

II. PUBLIC COMMENT

Vice Chairperson Long entertained public comments; however, none were forthcoming.

III. FOR POSSIBLE ACTION – APPROVAL OF MINUTES OF THE PREVIOUS MEETING

There were no minutes to be approved.

IV. INFORMATION ONLY - FRIENDS OF THE CARSON CITY LIBRARY REPORT

A report was not available.

V. FOR POSSIBLE ACTION – LIBRARY BOARD OF TRUSTEES BUSINESS

V.a FOR POSSIBLE ACTION: PRESENTATION, DISCUSSION AND POSSIBLE ACTION ON THE STRATEGIC PLANNING PROJECT FOR NEVADA LIBRARY COOPERATIVE. STAFF SUMMARY: THE CARSON CITY LIBRARY IS A MEMBER OF THE NEVADA LIBRARY COOPERATIVE. THE NEVADA LIBRARY COOPERATIVE IS A GROUP OF 19 MEMBER LIBRARIES. THE COOPERATIVE PROVIDES AN ONLINE CATALOG SHARED WITH ALL LIBRARIES, AND HAS AUTOMATED SERVICES TO BECOME MORE EFFICIENT. A

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REPRESENTATIVE FROM THE NEVADA LIBRARY COOPERATIVE WILL PRESENT THE COOPERATIVE'S STRATEGIC PLAN AND THE MEMBERS NEEDS ASSESSMENT.

Vice Chairperson Long introduced the item. Nevada Library CoOp Director Cindy O introduced herself and gave background on her previous meeting with the Board when she had received feedback. She also noted the benefits of the CoOp to the Nevada Libraries.

Consultant Ruth Metz, Ruth Metz Associates, introduced herself and presented the Nevada Library Cooperative Members' Needs Assessment and the 2019-2023 Strategic Plan, both of which are incorporated into the record. Ms. Metz also introduced Tod Colegrove, Nevada State Librarian, and responded to clarifying questions by the Trustees. Mr. Colegrove clarified that the CoOp and the Nevada State Library will play different roles and defined his role as a facilitator. Ms. Metz referenced her presentations and noted that the general survey consensus pointed out that the CoOp services must continue. She also pointed out bureaucracy as a weakness. Ms. Metz outlined the milestones, incorporated into the record, of the Strategic Plan and encouraged the development of milestone-based work plans, progress reviews twice per year, an annual celebration of accomplishments along with milestone updates, and the revisiting of trends, vision and strategy every two years. Mr. Colegrove thanked Ms. Baker for her support of the CoOp.

Vice Chair Long stated that she liked the Plan; however, Staff had to "live it" and encouraged their feedback. Access Services Manager Ermal Reinhart inquired about the process and Ms. Metz indicated that Ms. O will "activate" the milestones and facilitate Board participation. Ms. Baker noted that the connection with the Nevada State Library was very important. Trustee Solinger suggested non-monetary certificate for participation as part of the celebration milestone. Trustee Patton was informed that the brochures would be general and for all libraries, not customized. Discussion ensued regarding additional staffing, if needed, and Ms. Baker noted that some of the deliverables will be "a stretch" which Trustee Patton called a challenge.

VI. INFORMATION ONLY - LIBRARY DIRECTOR REPRESENTATIVE ADMINISTRATIVE REPORTS

None.

VII. INFORMATION ONLY – OTHER ADMINISTRATIVE REPORTS

None.

VIII. INFORMATION ONLY – BOARD MEMBERS' ANNOUNCEMENTS & REQUEST FOR INFORMATION.

None.

IX. PUBLIC COMMENT

Vice Chairperson Long entertained public comments: however, none were forthcoming.

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X. FOR POSSIBLE ACTION – ADJOURNMENT

Trustee Patton moved to adjourn. Vice Chairperson Long adjourned the meeting at 7:46 p.m.

The Minutes of the April 8, 2019 Carson City Library Board of Trustees special meeting are so approved this 25th day of April, 2019.

AMANDA LONG, Vice Chair