

CARSON CITY LIBRARY BOARD OF TRUSTEES
Minutes of the August 9, 2019 Special Meeting
Page 1

A special meeting of the Carson City Library Board of Trustees was scheduled for 1:30 p.m. on Friday, August 9, 2019 in the Community Center Sierra Room, 851 East William Street, Carson City Nevada.

PRESENT: Chairperson Jeremey Hays
Vice Chair Amanda Long
Trustee Julie Balderson
Trustee Nicholas Cranston
Trustee Phyllis Patton

STAFF: Diane Baker, Interim Library Director
Todd Reese, Deputy District Attorney
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

(1:35:39) – Chairperson Hays called the meeting to order at 1:35 p.m. Roll was called and a quorum was present.

II. PUBLIC COMMENT

(1:36:15) – Chairperson Hays entertained public comments; however, none were forthcoming.

III. FOR POSSIBLE ACTION – Library Board of Trustees Business

III.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE SELECTION OF A NEW LIBRARY DIRECTOR.

Staff Summary: At the July 25, 2019 regular meeting of the Library Board of Trustees, the Board reviewed applications and identified five candidates, and two alternates, to interview for the Library Director position. The Board will conduct interviews and may make a final selection, narrow the pool of candidates, or consider the applications at a later meeting. The following candidates have been selected to interview for the position: Lavinia Busch; P. Tod Colegrove; Marta Wiggins; and Gail Zachariah.

(1:36:25) – Chairperson Hays introduced the item. He also noted that all applicants will be asked the same questions by the trustees [one candidate at a time would be present]. Ms. Wiggins was not present.

(1:37:22) – Tod Colegrove introduced himself.

(2:56:03) – Lavinia Busch introduced herself.

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the August 9, 2019 Special Meeting

Page 2

(4:21:17) – Gail Zachariah introduced herself.

“TELL US ABOUT YOUR EXPERIENCE AS IT RELATES TO THIS POSITION AND WHY YOU ARE INTERESTED IN CARSON CITY’S LIBRARY DIRECTOR POSITION.”

(1:38:25) – Mr. Colegrove thanked the Board and noted that “the Carson City Library is a key partner in the future of libraries around the State”. He also spoke about growing up in the area, and his family’s journey to settle in Northern Nevada. Mr. Colegrove presented his educational background and his philosophy that “libraries are for everyone”.

(2:57:20) – Ms. Bush thanked the Board and introduced herself as the current Access Services Librarian at the California Institute of the Arts. She spoke about her transition from a ballet performer to arts administration and librarian. She also explained that she currently supervised 80 people.

(4:21:34) – Ms. Zachariah explained that the library where she worked was similar to the one in Carson City, even though not equal in size. She outlined her role as the head of a division and added that she had been raised in Las Vegas and was familiar with the State.

“WHAT IS YOUR VISION OF A PUBLIC LIBRARY’S PURPOSE AND ROLE IN SOCIETY?”

(1:46:30) – Mr. Colegrove gave historical background on libraries in general and believed they’re a place that everyone is included.

(3:02:05) – Ms. Bush liked the Library’s mission: to inspire learning, to facilitate connection, and to create a community. She envisioned a library to be a welcoming and inspiring place.

(4:24:28) – Ms. Zachariah noted all the changes that the libraries had undergone recently and believed that they responded well to community needs.

“HOW DO YOU GET RESULTS, BUILD TEAM SPIRIT AND NOT BURN OUT PEOPLE AT THE SAME TIME?”

(1:51:30) – Mr. Colegrove believed that igniting a flame in a child and feeding it, in order to drive the “person’s buzz”. Similarly, he believed that it can also be used with Staff.

(3:04:45) – Ms. Bush spoke about regular meetings with her team and how she encouraged communication.

(4:28:00) – Ms. Zachariah believed that team members should feel valued, and that dictating what should be done would not be helpful in developing ideas. She also gave examples of situations and how she dealt with certain situations.

TELL US ABOUT A TIME WHEN YOU DEVELOPED A VIABLE STRATEGY BUT ENCOUNTERED A ROADBLOCK AND HAD TO ADJUST YOUR PLAN.”

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the August 9, 2019 Special Meeting

Page 3

(1:56:48) – Mr. Colegrove explained that most of what he had done fit in this category. He gave an example of a library renovation that had encountered public roadblock, which he had to overcome.

(3:10:28) – Ms. Bush gave examples of challenges she had encountered during a migration project where she had to work with software vendors that “fell short of the roadmap”.

(4:30:52) – Ms. Zachariah cited the specific “interferences” she had encountered while traveling to Carson City and how she had adjusted her plans.

“LEAD US THROUGH YOUR DECISION MAKING PROCESS ON A DIFFICULT PROBLEM THAT YOU HAVE WORKED ON.”

(2:05:31) – Mr. Colegrove cited the example of a colleague who was working on a disaster relief project in Nepal and how he had helped. He also outlined his problem solving skills which included defining the problem, coming up with a solution prototype which can be executed.

(3:14:22) – Ms. Bush gave a human resources example which involved homelessness and students with mental health issues as they leave home for the first time. She also outlined the interactions with the immediate supervisors and a student that had suffered a breakdown, noting that she was able to provide the appropriate care for the student and the consequences she had undergone.

(4:32:52) – Ms. Zachariah cited a newly-dedicated teen space which needed to conform to library rules; however, she had to convince her Board that a teen librarian was necessary.

“DESCRIBE YOUR STRATEGY FOR INFORMING CUSTOMERS, BOSSES, PEERS, AND PEOPLE WHO REPORT DIRECTLY TO YOU.”

(2:14:45) – Mr. Colegrove believed that listening skills and asking questions were very important in dealing with people and likened it to tango steps.

(3:21:10) – Ms. Bush noted that she had bi-weekly meetings with her staff, combined with an open door policy, to discuss workloads and to hear from them.

(4:34:47) – Ms. Zachariah described how she reaches out to different constituents such as writing press releases, staff meetings, informative meetings, emails, department head meetings, and other means of outreach.

“HAVE YOU EVER HAD TO BE A CHAMPION FOR PEOPLE NOT LIKE YOU?”

(2:17:08) – Mr. Colegrove noted that he had and was proud of it, and gave examples of how he supported such causes.

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the August 9, 2019 Special Meeting

Page 4

(3:24:10) – Ms. Bush noted that she was a champion for people not like her “all the time” and gave two examples on how she had championed two staff members.

(4:36:48) – Ms. Zachariah gave examples of how she had championed all the families in her community and her staff.

“TELL US ABOUT A TIME WHEN YOU FELT PULLED IN AN OPPOSITE OR A DIFFERENT DIRECTION ON A VALUE OR ETHICS ISSUE.”

(2:24:55) – Mr. Colegrove praised the Carson City Library for cancelling their subscription to Lynda.com after it had been acquired by LinkedIn Learning in order not to jeopardize the privacy of patrons’ records.

(3:29:22) – Ms. Bush gave an example of how she had ethical differences as a member of the Academic Council regarding the Faculty Salary Advancement Plan.

(4:38:54) – Ms. Zachariah cited privacy and access as two ethical issues and noted that their library did not filter internet access. She believed that although parents signed for their children’s internet use, she sometimes felt torn between parents who requested filters and the all access use of the internet, a core library value.

“COMPARE AND CONTRAST EXAMPLES OF TIMES YOU’VE BEEN EFFECTIVE AND INEFFECTIVE IN POLITICAL SITUATIONS.”

(2:29:34) – Mr. Colegrove gave the example of working with stakeholders to purchase a 3D printer, noting that he believed in dialogue. He also believed in providing as much information as possible in order for decision makers to make informed decisions.

(3:32:21) – Ms. Bush gave described a nepotism issue she had encountered, noting that she “had to do the right thing” which had been effective for the organization but not for her personally.

(4:41:02) – Ms. Zachariah noted that asking for funds was sometimes effective and sometimes not. She gave the example of an aquarium for which she had secured funds.

“DO YOU HAVE ANY QUESTIONS FOR US OR DO YOU WANT TO BRING UP ANYTHING THAT DID NOT COME UP IN THE INTERVIEW?”

(2:41:25) – Mr. Colegrove spoke about his appointment on the State Council on Libraries and Literacy because he believed in the work done by libraries. He also believed that Carson City was a critical piece of library infrastructure in the State. Mr. Colegrove mentioned that he was “a frustrated recipient of the National Medal from the IMLS.

(3:34:50) – Ms. Bush inquired about the biggest challenges of the Carson City Library in the next year, five years, and 10 years. Chairperson Hays described the most recent Library renovations and noted that there may be a need to expand either to a larger building or require an addition. Ms. Baker explained that the Library spaces are used in the best way possible and that they have already “taken our services outside the walls”. Ms. Bush also inquired

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the August 9, 2019 Special Meeting

Page 5

about the Adams Hub and Vice Chair Long gave an overview of the Hub and invited Ms. Baker to elaborate on the upcoming plans. Ms. Baker gave background on the City's partnership program at the Business Resource Information Center as well, and the Library's role in supporting local businesses. She also noted that the Adams Hub was at its experimental stages to provide support such as incubator assistance. At the request of Ms. Bush, Ms. Baker gave background and information on the Nevada Library Cooperative. Ms. Bush also heard from Ermal Reinhart, Access Services Manager; Maria Klesta, Creative Learning Manager; and Amy Lauder, Collection Development Manager on why they liked working at the Carson City Library. Additionally, she received information regarding the Friends of the Carson City Library from Trustee Patton.

(4:42:59) – Ms. Zachariah inquired about what the Board was looking for in terms of qualifications and Chairperson Hays described some of the responsibilities of the Library Director. He also responded to her question about how involved the Board was in supporting the Library. Ms. Baker also described the interaction between the board and the Library Staff. Chairperson Hays noted the benefits of being involved with the Adams Hub.

(4:55:10) – Chairperson Hays recessed the meeting Until 6 p.m. at which time the public would be invited to ask questions to the applicants.

(6:05:10) – Chairperson Hays reconvened the meeting and invited members of the public to ask questions to the applicants. A quorum was still present. Trustee Cranston was unable to continue in person; however, he offered to join via telephone later. Chairperson Hays introduced the candidates.

(6:06:33) – Kathy McCormick inquired about the applicants' position on and experience with the homeless population at the library, during library hours. Ms. Bush noted that the library is a public building; therefore, available to all members of the public, unless rules are broken. She also believed in empowering the staff with tools and resources to handle situations. Ms. Zachariah agreed that all libraries are experiencing similar situations and added that "no one could block the entrance of a library". She spoke of compassion and the appropriate training of staff. Mr. Colegrove suggested several books such as one titled "Culture of Contempt" and spoke of working with other agencies to provide the appropriate assistance. He also suggested finding a balance between the homeless needing a warm or cool spot versus driving other patrons away.

(6:16:25) – Victoria Lum introduced herself as a former academic librarian and wished to understand why Mr. Colegrove and Ms. Bush had chosen a public library career after being academic librarians. Ms. Bush noted her experience at the Los Angeles Public Library system and cited her wish to embrace a more diverse environment. Mr. Colegrove indicated that the public library can make a great difference in a community. He also cited literacy issues addressed by the public libraries to avoid future problems.

(6:23:22) – Tommy Hughes introduced himself and inquired about rules that prohibit patrons from using the library. Ms. Bush explained that intoxicated persons will be removed from the library by staff or the responsible authorities. Mr. Colegrove noted that the rules are determined by the Board of Trustees and library leaderships and called it "a conversation". Mr. Hughes inquired about the homeless situation and was informed by Chairperson Hays that per their policy, the individuals may be referred to other agencies, adding that their goal is to serve everyone, provided there are no disruptions. Ms. Zachariah noted that situations vary and it would depend on the levels of disruptions. Ms. Bush and Mr. Colegrove gave personal examples of situations that put different people

CARSON CITY LIBRARY BOARD OF TRUSTEES

Minutes of the August 9, 2019 Special Meeting

Page 6

in certain circumstances beyond their control and programs that have helped certain individuals. Ms. Baker provided further information on the Manufacturing Technician program provided by the Library. Discussion ensued regarding the library system providing the only access to the internet for some people.

(6:54:56) – Alivia Flewellen introduced herself as a program coordinator at FISH (Friends in Service Helping) for many of the earlier-referenced services for the homeless. Ms. Flewellen cited 204 new homeless individuals in Carson City per month and appreciated the discussion of involving other agencies. She also asked why the applicants had chosen Carson City. The applicants referenced their ties to the State and the area, and the leadership role that the Library had been playing.

(7:01:09) – Chairperson Hays recessed the meeting.

(7:10:38) – Chairperson Hays reconvened the meeting. A quorum was still present, and Trustee Cranston joined via telephone. The Chair suggested ranking the candidates and Ms. Baker offered to record the scores. Once the scores were added, the aggregate scores were read by Ms. Baker and were as follows:

- Mr. Colegrove: 207
- Ms. Bush: 166
- Ms. Zachariah: 144

There were no public comments.

(7:17:29) – MOTION: Vice Chair Long moved to formally offer a position to Mr. Colegrove where a member of the Board will present the offer to Mr. Colegrove, and should he choose not to accept, then Ms. Bush would be presented with a formal offer by a Board member. The motion was seconded by Trustee Balderson. Motion carried 5-0-0.

IV. PUBLIC COMMENT

(7:18:21) – Chairperson Hays entertained public comments: however, none were forthcoming.

V. FOR POSSIBLE ACTION – ADJOURNMENT

(7:18:37) – Vice Chair Long moved to adjourn. Chairperson Hays adjourned the meeting at 7:18 p.m.

The Minutes of the August 9, 2019 Carson City Library Board of Trustees special meeting are so approved this 24th day of October, 2019.

JEREMEY HAYS, Chair