

MINUTES OF MEETING
Friends of the Library
North Las Vegas Library District
Tuesday, November 4, 2014
5:00 p.m.

In Attendance:

Jerry Dockens, Chairperson
Jan Kuhns, Vice Chairperson
Alanna Carabott, Recording Secretary
Natalie Tyrrell, Member-at-Large
Forrest Lewis, Director, NLV Library District

Members also present: Betty Hamilton, Liz Meyer, Vernie Borgersen, Bob Borgersen, Dr. Chip Martin.

Absent: Cathy Lynch, Treasurer

1. Call to Order

The Chairperson called the meeting to order at 5:05 p.m.

NLVLD & Goodwill of Southern Nevada - It was noted that earlier this evening a dedication was held to officially cut the ribbon for the opening of the Goodwill Donation Center located in the west parking lot at the Aliante Library. A check was also presented at that time to the Friends of the Library by Goodwill of Southern Nevada's Director of Community Affairs, Walter Lescano, in the amount of \$650 for the NLVLD's portion of the monthly donations to date (\$250 per month was previously agreed by the City). The photo opportunity included the Goodwill Mascot as well. Please look for the photo on the Goodwill website at <http://www.sngoodwill.net>.

2. Financial Report

The Director noted that a detailed report was contained in the agenda package. Attached herewith as **Appendix "A"**. He spoke to the report and also noted that the new library branch at City Hall is doing very well, with many visitors and computer labs being full with waiting lists. He also reported that Nevada Energy is, via grant, donating to the NLVLD \$25,000 in computer equipment (does not include site licenses of \$200 for each machine). After testing, this project is expected to be operating by spring. The City is planning, as the budget permits, to replace/evolve all city outdated computers to a virtual system with off-site servers.

The Tiberti Family, a strong donor to the UNLV Library, is considering making a donation to the Friends of the North Las Vegas Library District. We also received a check from Goodwill today for \$650 for our part in the Goodwill Donation Center located on the Aliante property.

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3. Committee Reports

a) Fundraising

Alanna Carabott reported on the Fundraising Committee meeting held October 16th and the minutes were included with the agenda package. A Christmas luncheon at a major local venue was being planned for December, 2015.

b) Advocacy

Bob Borgersen reported that the Aliante Sun City Community Center will be donating their books to the NLVLD rather than the LVLVD in the future.

c) Committee Evaluation and Reorganization

The Chairperson noted that he would like to see the committees condensed to two committees; Fundraising and Advocacy, and that these two committees be active.

i) Fundraising Committee

Alanna Carabott agreed to be the Chairperson of the Fundraising Committee and Jan Kuhns agreed to be the Vice Chairperson (the next meeting for that will be January, 2015).

ii) Advocacy Committee

There were no volunteers at this time for leadership roles for an Advocacy Committee from among those present. In place of a committee, we need volunteers to be available to represent the library district at forthcoming functions, to be coordinated by the Director.

Judge Tyrrell noted that previous volunteers for committees (as noted at the 2014 Annual Meeting) should be contacted to find out what their preferences may now be. The Director noted that he will formulate a list of possible volunteers to contact events through an Advocacy Committee, including specifically Bob and Vernie Borgersen. The Director requested that folks let him know when people are out and about regarding up-coming events that we can participate in and set up a table with Advocacy Committee members present.

The Director noted that he will formulate a list of possible volunteers to attend events through an Advocacy Committee core, including specifically Bob and Vernie Borgersen. The Director requested that folks let him know when people learn of up-coming events that we can participate in so that we may plan to possibly set up a table with Advocacy Committee members present.

Bob Borgersen commented that more volunteers would be needed for optimum participation. He suggested that an information page could possibly go out with a utility bill through the City.

4. Business Arising

a) Mascot

The Director noted that the "Mr. Bookworm" mascot has been ordered and is expected in the next few weeks. A push-out campaign as well as a naming campaign will be held. It is planned that Mr. Bookworm will be premiered at a December reading program (12 & under) which will also include the draw of a grand prize of a \$50 gift certificate to the movies.

b) Membership - Age for "Senior"

It was agreed that, for membership purposes and in accordance with the *Older Americans Act*, that the age for senior pricing will be 60 years of age.

Moved by N. Tyrrell and seconded by J. Dockens:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve for membership purposes and in accordance with the *Older Americans Act*, that the age for senior pricing will be 60 years of age.

CARRIED

5. New Business

a) Membership Cards

The Director reported that patrons have been asking for keychain cards with barcodes. He also provided a draft design for the new library "Mr. Bookworm" logo, which will be put on new library cards for new memberships and for any future self-checkout/automated systems. The cards will be an option to continuing regular cards and will have a barcode and keychain aspect for patron convenience. He has procured a quote for 30,000 cards for a cost of \$5081.34 regarding same. If people would like to replace their present cards with the new card the charge will be \$1.00. Information purposes at this time.

Moved by N. Tyrrell and seconded by J. Kuhns:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve the expenditure of \$5,081.34 for new automated library cards/key chains.

CARRIED

b) Library Automation

Library automation was discussed and the Director reported that stand-alone table-top units are planned for summer of 2015 for people to check out their own materials with. This is not a replacement to regular check out, but rather an option in addition to continuing to use the circulation desk. The price noted does not cover security gates and alarms, although it was noted that the cost of those items have decreased in recent years. An approximate cost for these units for two libraries (the third library is smaller and not immediately in need of this) would be approximately \$30,000 (not including the barcode cards). Judge Tyrrell enquired as to the reliability of these systems, noting self-checkouts at stores and the issues with those. This item will return to the February meeting for further discussion and approval.

c) Petty Cash

The Chairperson noted the details of petty cash included with the agenda package and attached herewith as **Appendix "B"**. The Director provided further information.

Moved by N. Tyrrell and seconded by A. Carabott:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve the petty cash disbursements in the amount of \$319.33 as detailed in the agenda package.

CARRIED

a) Felt Board Ensemble and Anti-Fatigue Floor Mat

The Director spoke to an item included with the agenda package and detailed in **Appendix "C"** attached. A free-standing felt board and materials is needed for toddler and preschool story times at the Aliante branch, as well as an anti-fatigue padded floor mat to go at the circulation desk at the Alexander branch.

Moved by J. Dockens and seconded by J. Kuhns:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve the amount of up to \$345.00 for the purchase of a felt board, felt board pieces, and an anti-fatigue mat.

CARRIED

b) Book Sale

At the October 16th Fundraising Committee meeting it was agreed that a major book sale would be held at the Aliante Library on **Saturday, November 15th** from 10 a.m. to 3 p.m. A membership bonus of “**Buy 5 Books, get a 6th Book Free**” will be offered, with any members who help with the Friday night set up being able to purchase books that evening as well. Betty Hamilton and Jan Kuhns agreed to be volunteers at the book sale as well as at the Friday night set-up. The Director will also be present. Other volunteers are encouraged to participate.

c) U-Haul Rental for Packing & Moving of Weeded Books

The Director reported that funding was needed to rent a U-Haul and that volunteers were needed to box and move the weeded books from the main branch to the open branches. He called for any volunteers and box stock for a move planned for Friday, November 7th. It was noted that the sizeable stock already put aside for Amazon sales would be boxed separately and placed at Alexander for future use at a time when we have a computer, a book scanner, and a few more Amazon-dedicated volunteers to start our anticipated Amazon account.

Moved by A. Carabott and seconded by J. Dockens:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve up to \$300.00 for the purchase of moving boxes or plastic bin/totes as necessary for moving weeded books out of the closed main branch.

CARRIED

d) Next Meeting

It was agreed that the next meeting of this board would be held at 5:00 p.m. on Tuesday, February 3, 2015 at the Aliante Library.

6. Approval of the Minutes

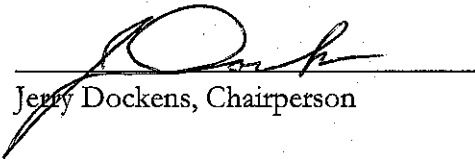
Moved by N. Tyrrell and seconded by J. Dockens:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve the minutes of August 19, 2014 as circulated.

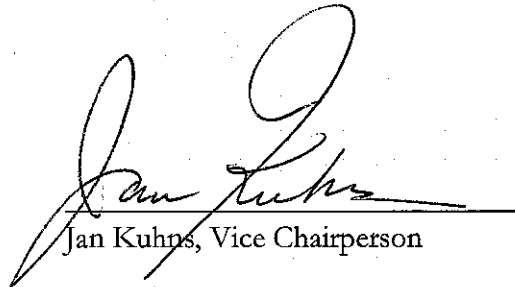
CARRIED

7. Adjournment

The Chairperson thanked everyone for attending and adjourned the meeting at 6:30 p.m.



Jerry Dockens, Chairperson



Jan Kuhns, Vice Chairperson