

MINUTES OF MEETING
Friends of the Library
North Las Vegas Library District
Tuesday, February 3, 2015
5:00 p.m.

In Attendance:

Jerry Dockens, Chairperson
Jan Kuhns, Vice Chairperson
Kathy Lynch, Treasurer
Alanna Carabott, Recording Secretary
Natalie Tyrrell, Member-at-Large
Forrest Lewis, Director, NLV Library District
Anita Wood, City Councilor, Mayor Pro Tempore

Members also present: Betty Hamilton, Linda Powers, Lynn Hisoler, Julie Rose, Judge Sean Hoeffgen

1. Call to Order

The Chairperson called the meeting to order at 5:05 p.m. and welcomed those present.

2. Adoption of Agenda

MOVED BY C. LYNCH AND SECONDED BY N. TYRRELL:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve the agenda of February 3, 2015 as amended.

CARRIED

3. Approval of Minutes

MOVED BY N. TYRRELL AND SECONDED BY J. KUHN:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve the minutes of November 4, 2014 as circulated.

CARRIED

4. Director's Report

The Director reported on the following items:
- naming the Mascot, now *Buddy the Bookworm*,

- Our first Winter Reading Program successfully received with approximately 800 students enrolled and 150 completing;
- Channel 13 will highlight our district on their "Give Back to the Community" focusing on local library districts, with our library district being covered in December, 2015;
- The Mayor took on a fundraising campaign to raise 100,000 for the Friends of the Library and completed it early, raising almost \$117,000;
- The Mayor's *State of the City* event will forward \$5 (on behalf of the Mayor's Trust) from each ticket sold toward a thank-you lunch with the Mayor (March 17th, 2015 at the Alexander Library) for our corporate donors for their generous support;
- Grants: We are through the initial phase of working on a 5-year master plan grant (\$100,000) we are using to find community partners and ways to work together within the community to provide quality services on our limited resources. We ranked 9 out of 13 on this planning grant, which is a promising outlook;
- We are producing a newsletter and will promote programs on our social media sites.

The Chairperson offered the appreciation of the Board to and commended the Director for his outstanding work.

5. Financial Report

The Director spoke to the list of expenditures included with the agenda package, attached as Appendix "A" and noted that the revenue from the Mayor's campaign is high, leading our deposits into checking this fiscal year total \$135,860.99. Total 136,408.52, including petty cash, fees and online payments. Out of that 116,875.00 is directly to the Mayor's campaign. The Booster Club at Nellis (thank you to involved member Betty Hamilton for having a contact there who facilitated this) donated \$500, the book sales made \$17,588.52 to date, including the books from the closure of the main branch to move to City Hall. A memorial gift of \$100 was made to the library from a family on behalf of a library-dedicated loved one. The Director noted that letters of thanks were sent to the family and their generosity is also recognized on our website.

The Treasurer noted that she had a \$200 membership donation in hand to deposit. The Chairperson noted that a vast amount of money has been generously donated this past fiscal year and that we shall thoughtfully and carefully expend benefitting the library and its programs.

6. Friends Credit Card Clarification

The Director noted that we now have a friends of the Library credit card (\$5,000 limit), partially because any check over \$100 requires two signatures from the Board. We have a \$5000 limit. If there is a purchase over \$100, we will get consent from the Board (Email) then we will use the credit card. We will also receive a bonus of \$250 for spending \$2,500 in the first three months.

7. Book Bag Discussion

The Chairperson noted that the book bags have had less interest in them only being offered with membership than was hoped. It was noted we have approximately 130 of 150 bags still remaining.

MOVED BY J. DOCKENS AND SECONDED BY J. KUHN:

THAT the Board of the Friends of the Library of the North Las Vegas Library District, notwithstanding its previous instructions to only offer book bags as a gift with membership purchases, proceed with offering the book bags for sale of \$10 to Friends Members and \$12 to others.

AMENDMENT MOVED BY J. DOCKENS AND SECONDED BY N. TYRRELL:

THAT the Board of the Friends of the Library of the North Las Vegas Library District, notwithstanding its previous instructions to only offer book bags as a gift with membership purchases, proceed with offering our custom red or blue book bags for sale at \$10 to Friends Members and \$12 to others in addition to continuing to offer them as a gift with a membership purchase.

CARRIED UNANIMOUSLY

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 offer as a benefit to members at all book sales the special price of six books for the price of five.

CARRIED

The Chairperson asked that present signage be amended to reflect the above. The Director noted that an upcoming Email/newsletter will remind people that if they haven't received their membership card yet, to bring the Email in to the library and get their new cards.

8. Ratification of Funds Spent Since Previous Meeting

MOVED BY N. TYRRELL AND SECONDED BY C. LYNCH:

THAT the Board of the Friends of the Library of the North Las Vegas Library District ratify the funds spent since the previous meeting of November 4, 2014.

CARRIED

9. Additional Library Purchase Requests

The Director spoke to additional purchase requests as included with the agenda package (attached as Appendix "B").

MOVED BY N. TYRRELL AND SECONDED BY J. KUHN:

THAT the Board of the Friends of the Library of the North Las Vegas Library District approve additional purchase requests as outlined in Appendix "B" attached.

CARRIED

10. Self Check-Out Machines Presentation

The Director introduced Stan Smith, from TechLogic. Mr. Smith demonstrated software being considered for the self check-out machines. The Director provided background information as well and noted a discount will be realized if we purchase through the City IT Department. The cost is in the area of \$75,000, including service, warranties, training, and installation. Discussion ensued.

MOVED BY J. DOCKENS AND SECONDED BY A. CARABOTT:

THAT the Board of the Friends of the Library of the North Las Vegas Library District show support for proceeding with an approx. \$75,000 (inclusive) budget as outlined by the Director for the purchase, installation, training, service and maintenance of an automated check-out system that includes seven machines and three sets of security gates; one for each location.

CARRIED UNANIMOUSLY

The Chairperson noted that he would like, by plaque above or on the touchscreens, to recognize Mayor John Lee for the fundraising of this major endeavor.

11. Next Meeting

The next meeting of the Friends of the Library will be held Tuesday, April 21 at 5:00 p.m. at the Aliante Library.

12. Open Forum

(a) Fundraising Committee

The Recording Secretary/Fundraising Committee Chairperson updated the meeting regarding fundraising plans, noting that decisions needed to be made by the Board on certain items such as events to hold, scope of events and budgets, and requested that Board members consider same for resolution at the next meeting along with what the goals of the Fundraising Committee will be for the coming year/years. It was requested that a working lunch be held, however many Board members were not available in February. Therefore, input was requested by Email and it was noted that a Fundraising Committee meeting will be called in February and every month.

(b) Recognition of Mrs. Nona Whipple

The Chairperson spoke to this item noting the years of service of Nona Whipple.

MOVED BY J. DOCKENS AND SECONDED BY A. CARABOTT:

THAT the Board of the Friends of the Library of the North Las Vegas Library District recognize the years of service to the NLVLD of Mrs. Nona Whipple with a budget of \$100 for an appropriate gift plaque.

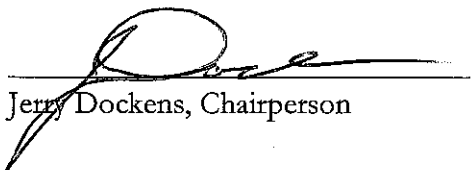
CARRIED

(c) The Chairperson called for any questions from the gallery.

There were questions on the self check-out annual costs. The software representative and the Director provided background information.

13. Adjournment

The Chairperson thanked everyone for attending and adjourned the meeting at 6:45 p.m.



Jerry Dockens, Chairperson



Jan Kuhns, Vice Chairperson