



**LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, APRIL 20, 2022
4:00 P.M.**

The Board met in regular session in a hybrid format via Zoom webinar and in person.

Chair Holland called the meeting to order at 4:00 pm.

1) ROLL CALL

Board Members Present: Wayne Holland, Jean Stoess, Frank Perez, Amy Ghilieri, Zanny Marsh (arrived at 4:07 p.m.)

Board Members Absent: None

County Staff Present: Assistant District Attorney Herb Kaplan, Assistant County Manager David Solaro

Public Present: None noted

2) PUBLIC COMMENT

Andrea Pelto and Marsy Kupfersmith thanked the Washoe County Library System for its support of activities in celebration of Older Americans Month in May 2022. They invited members of the public to attend the following events:

- May 3, 2022 – Older Americans Month Info Fair; 9th Street Senior Center at the Washoe County Complex in Reno, 10 am – 1 pm
- May 4, 2022 – Tim Johnston, Better Business Bureau (How to Avoid Scams); Spanish Springs Library, 11 am
- May 9, 2022 – Tim Johnston, Better Business Bureau (How to Avoid Scams); South Valleys Library, 11 am
- May 10, 2022 – Betsy Fadali, Economist, Nevada Housing Division (Affordable Senior Housing); Sparks Library, 10 am – 11 am

- May 18, 2022 – Tim Johnston, Better Business Bureau (How to Avoid Scams); Sparks Library, 11 am
- May 20, 2022 – RTC and Neighbor Network of Northern Nevada (Senior Transportation options); Sparks Library, 2 pm – 3 pm
- May 23, 2022 – Tim Johnston, Better Business Bureau (How to Avoid Scams); Northwest Reno Library, 11 am
- May 24, 2022 – Tim Johnston, Better Business Bureau (How to Avoid Scams); North Valleys Library, 1 pm – 3 pm

3) APPROVAL OF MEETING MINUTES

a. Approval of Minutes from the Library Board Meeting of April 20, 2022

On motion by Trustee Stoess, seconded by Vice Chair Ghilieri, which motion duly carried, the Board approved minutes from the April 20, 2022 meeting. All in favor, none opposed.

4) OLD BUSINESS

None

5) NEW BUSINESS

a. Library Director Strategic Plan Update

Library Director Jeff Scott reviewed a PowerPoint presentation, a copy of which was provided in the Board packet, regarding progress made over the past month and recent updates to the Washoe County Library System's 2022 – 2025 Strategic Plan.

Director Scott discussed the high cost to replace the elevator system at the Downtown Reno Library. He explained the branch did not have public restrooms on the main floor, and the aging elevator was increasingly out of order, proving problematic for individuals who had mobility challenges and could not descend the stairs to the lower level. An estimate had also been requested to determine the feasibility of constructing a family restroom on the main floor in the Children's Area, which would improve safety as well as serve as an ADA-friendly restroom when the elevator to the lower level was unavailable.

Director Scott spoke regarding the current location of the North Valleys Library branch, which was convenient for residents in that area, but less so for the growing neighborhoods in Cold Springs and areas further north; staff were considering new locations which might better serve all North Valleys residents in the future.

Director Scott mentioned the Get to Know Your Library initiative, which had promoted awareness of Library features and spaces on social media, and featured footage of the different branches throughout Washoe County. He also highlighted upcoming events including the next Staff Day planned for May 19, 2022, where diversity training would be provided at the Discovery Center in Downtown Reno.

Director Scott and Chair Holland discussed the recent growth of the rural and tribal populations in the Gerlach area and the ways in which the community could benefit from the last mile fiber internet connection project. Chair Holland estimated there were at least twice as many children in that rural community as there had been when he first started with the Board of Trustees.

Director Scott noted special programming in remembrance of holocaust victims and survivors would be hosted at the Northwest Reno Library until April 27, 2022; the branch was also the permanent home to a large collection of materials and artifacts that were now better housed and displayed after the recent renovation. Chair Holland inquired regarding the funding for recent renovations and improvements to branch collections.

6) REPORTS

a. Library Director's Report

Director Scott reviewed the Library Director's Update. He spoke in recognition of the staff members nominated for Washoe Star awards in April and detailed some of their individual contributions.

Chair Holland noted a patron recently shared compliments regarding Library System employees who had been outgoing, prepared, and happy to help. Director Scott expressed appreciation for the compliments and stated it was always good for the Library System's hard-working staff to hear this valuable feedback.

Director Scott discussed the Friends of the Washoe County Library (FWCL) book sale recently held from April 9 to 17. He explained the Friends' book sales were huge and well-run events which raised thousands of dollars for the Library System, and without the support of the FWCL and the generous donations of materials by members of the public, many of the Library's programs would not exist. Though the sale was now over, Director Scott suggested interested members of the public visit www.washoelibraryfriends.org/buy-books-and-more/ to browse and purchase other special FWCL sale items online.

Director Scott shared that the new Courier van had been received and was almost ready to be put into service; staff were working with a graphics team to design signage for the van, which was expected to be ready sometime in May.

Unfortunately, there was still no estimated delivery date for the book mobile van; due to nationwide shortages and delays, it was not expected to arrive within the current calendar year.

Director Scott discussed moving virtual interviews to the Microsoft Teams platform, which was better integrated with the County's existing mail software and improved efficiency by reducing the amount of work previously required to schedule, track, and organize multiple Zoom interviews for large hiring panels. He noted the deadline for submissions for the new Fall edition of the Library Explorer was coming up on May 15, and he stated staff were looking for photos of patrons reading and enjoying their favorite spots in the various neighborhood branches. He noted each subject's consent would be required for any photos to be published.

b. Sparks Library Report

Sparks branch Librarian I Debbie Gunderman reviewed a PowerPoint presentation, a copy of which was included in the Board packet. Ms. Gunderman described the renovations recently made to the Sparks Library branch and improvements to the branch materials and collection layout. She expressed gratitude for the assistance of dedicated staff who had shared ideas and worked hard to help declutter and reorganize the building to make the spaces more functional, accessible, and comfortable for employees and patrons alike. Ms. Gunderman noted Sparks Library staff had also gone to assist other branches throughout the temporary closure, and many worked to remotely answer phone calls and continue providing resources to community members while the branch was being renovated.

c. Outreach Services Report

The Sparks Library and Outreach Services Report were presented concurrently. The Outreach Services Team, originally formed at the start of the COVID-19 pandemic, had re-formed in late 2021 to focus on providing more services to homebound patrons, seniors, and other vulnerable citizens in the community. The Homebound Services program, which would provide delivery and return of library materials for individuals who were unable to travel to their neighborhood branches, was set to begin as a 'pilot program' in the Sparks area, and if successful, could possibly be expanded to other areas sometime in June. More information would be available in the next edition of the Library Explorer.

With the recent retirement of the Library System's Development Officer, the Outreach Team had also taken on the tasks of planning and organizing many other community activities and events. Currently, the team was discussing a potential celebration in honor of the new Juneteenth holiday and planning for the annual City of Sparks Hometowne Christmas parade, as well as looking for additional

opportunities for the Library System to support the community and local events.

Chair Holland looked forward to more reports and thanked the Outreach Team for their hard work and efforts.

d. Maker Team Report

Julie Ullman, South Valleys Library Branch Manager, presented the Maker Team Report, a copy of which was provided in the Board packet. She stated 3D printing services had begun in August 2019 with automated requests submitted by patrons through a Google form. Once received, printing requests could be sent to whichever branch had the filament colors requested, and the services were currently provided free of charge for up to two print jobs per week.

Chair Holland asked whether submitters could encode their own 3D printing designs; Ms. Ullman responded this was possible, though many times, designs came from online libraries.

Ms. Ullman highlighted various quad events and maker space activities including sublimation printing, vinyl cutting and heat transfers, t-shirt and book bag printing projects, and more. Events typically required pre-registration but could sometimes accommodate drop-ins. Staff were planning new recurring monthly events to be added and holiday or other special occasion events. Kits including vinyl cutters, small heat press, vinyl materials and other tools would be provided to other branches soon.

Trustee Stoess thought it had been very creative to use the vinyl cutters and wood blocks to create Scrabble-tile-type signage for the Teen Space.

Chair Holland recalled that just a few years prior, Trustees had requested more frequent updates regarding the Library System's ongoing activities, goals, and achievements; he expressed appreciation that staff had stepped up with consistent reports and presentations.

7) STAFF ANNOUNCEMENTS

None

8) PUBLIC COMMENT

None

9) BOARD COMMENT

Chair Holland thanked the staff of the Washoe County Library System for their continuing support of the community and stated he was looking forward to the many exciting events coming up.

Trustees Marsh and Stoess admired the welcoming and open atmospheres of the renovated branches and expressed appreciation for the hard work and ideas of employees who had helped turn these beloved but aging community centers into modern and functional spaces to be enjoyed by generations to come.

10) ADJOURNMENT

Chair Holland adjourned the meeting at 4:59 p.m.

Pending Board Approval