

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

Minutes of the October 28, 2021 Regular Meeting

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A regular meeting of the Carson City Library Board of Trustees was scheduled for 5:30 p.m. on Thursday, October 28, 2021 in the Community Center Robert “Bob” Crowell Board Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Julie Balderson
Vice Chair Nicholas Cranston (via WebEx)
Trustee Beth Lucas
Trustee Sarena Nichols
Trustee Elizabeth Markle

STAFF: Tod Colegrove, Library Director
Joy Holt, Department Business Manager (via WebEx)
Ermal Reinhart, Access Services Manager (via WebEx)
Jason Woodbury, District Attorney
Ben Johnson, Deputy District Attorney
Danielle Howard, Public Meetings 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 Public Meetings 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

(5:32:17) – Chairperson Balderson called the meeting to order at 5:32 p.m. Roll was called; a quorum was present.

II. PUBLIC COMMENT

(5:33:04) – Chairperson Balderson entertained public comments; however, none were forthcoming.

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

III.a FOR POSSIBLE ACTION – APPROVAL OF MINUTES OF PREVIOUS MEETING (SEPTEMBER 23, 2021).

(5:33:59) – Chairperson Balderson introduced the item and entertained comments and/or a motion.

(5:36:22) – MOTION: Trustee Lucas moved to approve the September 23, 2021 meeting minutes as presented. Trustee Markle seconded the motion. The motion carried 5-0-0.

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

(5:48:53) – Dr. Colegrove indicated that there was no report from the Friends of the Carson City Library to present.

V. FOR POSSIBLE ACTION – LIBRARY BOARD OF TRUSTEES BUSINESS

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V.a FOR POSSIBLE ACTION – PRESENTATION, DISCUSSION, AND POSSIBLE ACTION TO SCHEDULE THE NEXT MEETING OF THE LIBRARY BOARD OF TRUSTEES, INCLUDING POTENTIALLY SCHEDULING THE LOCATION TO INCLUDE THE POSSIBILITY OF IN-PERSON ATTENDANCE/PARTICIPATION.

(5:50:44) – Chairperson Balderson introduced the item. The consensus among the Trustees was to proceed with the reserved December 1, 2021 date in the Robert “Bob” Crowell Board Room and to change the time for the meeting to 5:30 p.m. per Trustee Lucas’ request. Mr. Woodbury recommended formalizing the action with a motion, and Chairperson Balderson entertained a motion.

(5:53:14) – MOTION: Trustee Lucas moved to combine the November and December 2021 LBOT meetings into one meeting on Wednesday, December 1, 2021 at 5:30 p.m. at the Robert “Bob” Crowell Board Room in the Community Center. Trustee Nichols seconded the motion. The motion carried 5-0-0.

V.b FOR POSSIBLE ACTION – PRESENTATION, DISCUSSION, AND POSSIBLE ACTION REGARDING THE DRAFT FOR THE ANNUAL UPDATE NO. 1 FOR THE STRATEGIC PLAN FOR THE CARSON CITY LIBRARY FOR 2019 THROUGH 2024.

(5:53:35) – Chairperson Balderson introduced the item. Dr. Fred Steinmann, Assistant Research Professor with the University Center for Economic Development at the University of Nevada, Reno (UNR), introduced himself and presented on the draft for the *Annual Update No. 1 for the Strategic Plan for the Carson City Library for 2019 through 2024*, for which the draft and the accompanying documents are incorporated into the record.

(6:10:08) – Chairperson Balderson entertained Trustee questions and comments, and Dr. Steinmann responded to clarifying questions. Trustee Markle commented that she was “struck by the total lack of the word ‘literacy,’” and she noted that there were different kinds of literacy. She also stated that “as parents and family, you know what your kids want, and you try and give, to a degree, what they want, but you also give them what they need, and you have to be smart enough to know what it is ... that they’re going to need for now and for the future.” Dr. Steinmann acknowledged that it was “interesting” that the word “literacy” had not appeared in the community survey results; the Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis; or some of the public engagement in August 2021. He explained that even though the word “literacy” had not shown up a lot, the theme of literacy was captured several times in the discussions regarding technology issues, the challenges that a significant percentage of the population are having transitioning to a virtual/digital world, and the needed support in that area as well as the Library “deepening” its partnerships with such institutions as Western Nevada College (WNC) and school districts in the area to support the efforts of youth and/or adult literacy. He pointed out that the effort to enhance technological literacy as well as the more traditional understanding of the word “literacy” “through increased engagement and partnerships” had been discussed during the Staff Workshop. Trustee Markle pointed out that “if you can’t read the screen, it doesn’t matter if you can use the technology or not,” and Chairperson Balderson added there is also so much other coded/encoded information in colors and icons alone. Trustee Nichols stated that people could be thinking about literacy while not using the actual term, and people use different terms. She agreed that it was “sad” that “literacy” was not used, and Vice Chairperson Cranston agreed with the points about literacy, especially regarding technology.

(6:19:12) – Chairperson Balderson pointed out the words “poverty” and “addictions” that are located in the word cloud under the “Threats” section of the draft while the revised Vision states that “*the Carson City Library will be a vibrant hub for community engagement, discovery, and learning,*” and she indicated that it was “troubling” to her

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that the document implied that “we believe that the most at-risk people in our community are a threat.” Dr. Steinmann explained that threats in traditional strategic planning are typically considered to be “things that may disrupt or inhibit an organization from making progress on key goals,” and why Original Goal No. 2, Operations Improvements, and Original Goal No. 3, Access and Comfort Improvements, were moved up in priority was probably because of such issues as rising poverty within the region, especially as a result of the COVID-19 pandemic, and the disruption to work and the relationship that people have to work. Additionally, he stated that the Library could address some of the issues that have emerged in the community, especially with the more at-risk individuals, through increased partnership and engagement with other community organizations. He clarified that the inclusion of such words as “poverty” and “drugs” are not meant to be threats to the Library itself; they are instead referring to a future condition as well as external conditions that the Library should concern itself with as it continues to develop new programs, resources, and services. Dr. Steinmann noted that the Library has become “a bit of a hub” for the homeless population, and thinking about how the Library will provide a safe and a secure space for all patrons will be a challenge for the Library. Chairperson Balderson appreciated Dr. Steinmann’s clarification as well as the ability to refer to the Strategic Plan when engaging in advocacy with other organizations and public professionals to point out that “this is on our radar and should be on theirs, as well,” since there is an advocacy component to the Board. She also acknowledged that there are increasingly fewer places for people to go and stated that “it’s on all of us to make sure that that advocacy happens.”

(6:28:46) – Trustee Markle commented that she was “struck” by how often the lack of financial and non-financial resources was mentioned, as she believed that the Library’s budget from the City has not been cut and a lot of the resources have not changed as much as the draft implies. She also felt the usage was “alarmist.” Dr. Steinmann indicated that the “lack of” stems from not actual cuts, but over the last year primarily as the pandemic forced closure of other key service providers, either private-sector or public-sector.” He elaborated on how the Library experienced a surge in demand of programs and resources because it was one of the few places where people could still access certain services and resources, and during the surge, the Library lacked the accompanying increase in resources “to keep pace.” Discussion ensued regarding Library resources, during which Trustee Markle pointed out that “doing more with less” leads to the idea that the Library should “do more with less,” and she suggested that there needs to be “an understanding of the reason you’re doing more with less, and when it will end, and what’s making me do it more for less.” She added that “in some ways, celebrating how the Library has responsibly handled things is a good thing instead of continually saying ‘lack of financial and non-financial resources.’”

(6:39:50) – Chairperson Balderson entertained a motion.

(6:39:54) – MOTION: Trustee Markle moved to receive the *Annual Update No. 1 for the Strategic Plan for the Carson City Library for 2019 through 2024*, prepared by Dr. Fred Steinmann from the University Center for Economic Development at UNR. Trustee Nichols seconded the motion. The motion carried 5-0-0.

V.c FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO ESTABLISH GUIDELINES FOR THE ATTENDANCE OF MEMBERS OF THE CARSON CITY LIBRARY BOARD OF TRUSTEES BY MEANS OF A REMOTE TECHNOLOGY SYSTEM, INCLUDING THE POTENTIAL FOR TECHNICAL DIFFICULTIES AND PROCEDURES THAT WILL BE IMPLEMENTED SHOULD A TRUSTEE PARTICIPATING REMOTELY EXPERIENCE SUCH TECHNICAL DIFFICULTIES WHICH PREVENTS OR DISTURBS THE TRUSTEE’S ABILITY TO PARTICIPATE IN THE MEETING.

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(5:37:26) – Chairperson Balderson introduced the item. Mr. Woodbury referenced the Staff Summary incorporated in the agenda materials and responded to clarifying questions.

(5:42:19) – In response to Chairperson Balderson’s question, Mr. Woodbury indicated that a quorum of the public body is a majority of the members, which would be three Trustees in attendance either in person or remotely. He clarified that, in the event that only three members are present with one member attending remotely, participation by the member attending remotely must be continuous, otherwise there is no quorum, and a meeting could not proceed.

(5:43:51) – Chairperson Balderson entertained additional Trustee questions. In response to Trustee Markle’s question, Mr. Woodbury stated that the Chair may recess the meeting for however long is deemed appropriate if a quorum is not yet present, and he added that the Chair would want to announce the definite period of time that the meeting would be recessed for so members of the public listening to the meeting are aware. He stated that the Chair also has the option to adjourn the meeting entirely even if the entire agenda has not been completed, and he recommended backing the adjournment up with a motion and a vote of the board’s members because the City boards, committees, and commissions operate under Robert’s Rules [of Order], pursuant to the Bylaws.

(5:47:10) – Chairperson Balderson inquired about whether the Board believed that the referenced guidelines should be memorialized in bylaws, and the Board agreed with Trustee Nichols’ stance that action was not necessary “because it doesn’t sound as if we’re changing or trying to override or amend anything the way it currently is.”

VI. INFORMATION ONLY – LIBRARY DIRECTOR REPRESENTATIVE ADMINISTRATIVE REPORTS

VI.a INFORMATION ONLY – PRESENTATION AND DISCUSSION OF REPORTS CONCERNING ACTIVITIES AND OPERATIONS OF THE LIBRARY SINCE THE PRESENTATION OF THE LAST REPORT.

(6:40:42) – Chairperson Balderson introduced the item. Dr. Colegrove presented his report, which is incorporated into the record.

(6:55:27) – Chairperson Balderson entertained Trustee questions, and Dr. Colegrove and Ms. Holt responded to clarifying questions. Trustee Markle suggested the City adding a picnic table a bit further out from the Library’s entrance and more towards the road to encourage people to use the picnic tables instead of the benches near the entrance. Chairperson Balderson inquired about an option to apply for a grant jointly with the Carson City Parks and Recreation Department. Trustee Markle also suggested chessboard tables.

VII. INFORMATION ONLY – BOARD MEMBERS’ ANNOUNCEMENTS & REQUEST FOR INFORMATION.

(7:13:50) – Chairperson Balderson entertained Trustee announcements and requests for information. Trustee Nichols announced that she, as a part of a global online Shakespeare theater company, participated in a virtual meeting for the Wisconsin Middle School Teachers Association, during which she had learned that the teachers were looking for technology to inform them on how to teach the humanities to their students.

VIII. PUBLIC COMMENT

(7:17:34) – Chairperson Balderson entertained public comments; however, none were forthcoming.

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IX. FOR POSSIBLE ACTION – ADJOURNMENT

(7:18:15) – Chairperson Balderson adjourned the meeting at 7:18 p.m.

The Minutes of the October 28, 2021 Carson City Library Board of Trustees meeting are so approved this 1st day of December 2021.