

# ITEM III.

**PROPOSED AGENDA  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
Board of Trustees' Meeting  
September 14, 2017**

DATE: Thursday, September 14, 2017

TIME: 6:00 p.m.

PLACE: Rainbow Library  
3150 N. Buffalo Drive  
Las Vegas, NV 89128

I. Roll Call and Pledge of Allegiance

II. Public Comment

Topics raised under this item must be limited to matters on today's Agenda. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed.

The public comment period at library district board meetings shall be limited to a maximum of forty-five (45) minutes for both periods of public comment. Remarks by speakers during the public comment period shall be limited to three (3) minutes, each. A speaker may not transfer time to another speaker; although, the chair has the authority to grant additional time to a speaker. When more than fifteen (15) people wish to comment, the chair shall proportionately reduce the time allotted to the forty-five minute maximum.

III. Board Action to accept Proposed Agenda (For possible action)

IV. Approval of Proposed Minutes (For possible action)

- A. Regular Session, October 13, 2016
- B. Regular Session, January 12, 2017
- C. Regular Session, February 9, 2017
- D. Regular Session, May 18, 2017
- E. Risk Management Committee Meeting, June 8, 2017
- F. Nominating Committee Meeting, June 8, 2017
- G. Regular Session, June 8, 2017
- H. Regular Session, July 13, 2017
- I. Special Board Meeting, August 10, 2017

V. Chair's Report

- A. Possible Board discussion regarding the 2018 Board Meeting Schedule.
- B. Possible Board discussion regarding the Chair's report.

VI. Library Reports

Possible Board discussion of one or more staff reports outlining library activities and highlighting selected administrative activities following the preceding Board meeting.

Trustees should indicate the individual reports they would prefer to discuss.

A. Executive Director’s Report - Dr. Ronald R. Heezen

1. Program and Delivery Services
  - a. Library Operations and Security Reports and Monthly Statistics
2. Program Support Services
  - a. Branding and Marketing Report and Electronic Resources Trends
  - b. Community Engagement Report and Monthly Statistics
  - c. Development and Planning Report
  - d. Information Technology Report
3. Administrative Support Services
  - a. Financial Services Report
  - b. General Services Report
  - c. Human Resources Report

VII. Unfinished Business

None

VIII. New Business – Part One (for possible action)

- A. Discussion and possible Board action to approve the days of closing for calendar year 2018.
- B.
  1. Discussion and possible Board action regarding contract award for Library Materials and Debt Collection Services with Unique Management Services, Inc. (Unique) for three years with options to extend the contract for four one-year renewals.
  2. Discussion and possible Board action regarding contract award for outsourced Call Center operations, provided by Unique Integrated Communications, for three years with options to extend the contract for four one-year renewals.

- C. Discussion and possible Board action regarding the approval of two naming opportunities: 1) Workforce Connections – OneStop Career Centers located at five District library branch locations (Laughlin, Mesquite, West Las Vegas, Clark County and Las Vegas); and 2) Best Buy Teen Tech Center located at the District’s Clark County branch location.
- D. Discussion and possible Board action regarding the approval for staff to make ongoing purchases of computer hardware and software, telecommunications hardware, and other related infrastructure improvements over \$50,000 for Fiscal Year 2017-2018.
- E. Presentation of the District’s Workplace Violence Prevention Program and discussion and possible Board action to authorize the closure of urban branch libraries to conduct site-specific emergency procedure training.

IX. Announcements

The next Board Meeting will be held Thursday, October 12, 2017, at 6:00 p.m. in the Windmill Library, 7060 W. Windmill Lane, Las Vegas, Nevada 89113.

The Sunrise Library is celebrating 30 years of service to the community on Sunday, October 21, 2017 from 11:00 a.m. – 3:00 p.m.

There will be a Special Board Meeting on Thursday, October 26, 2017, at noon in the Windmill Library Boardroom. This meeting will be to consider the East Las Vegas Construction Contract and final NMTC agreements for the Mesquite Library.

X. Public Comment

Topics raised under this item cannot be acted upon until the notice provisions of the open meeting law have been met. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed.

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the chair shall proportionately reduce the time allotted to the forty-five minute maximum.

XI. New Business – Part Two (For possible action)

- A. Executive Session - Discussion regarding the Executive Director’s performance evaluation for the period September 1, 2016 through August 31, 2017. This will be a closed session estimated to require up to 45 minutes.
- B. Possible Board discussion and action regarding the Executive Director’s performance evaluation for the period of September 1, 2016 through August 31, 2017.

XII. Adjournment

NOTE: AT ANY TIME, ANY ITEM ON THIS AGENDA MAY BE TAKEN OUT OF ORDER, COMBINED WITH ONE OR MORE OTHER ITEMS ON THE AGENDA OR REMOVED FROM THE AGENDA, EITHER AT THE DISCRETION OF THE CHAIR OR BY VOTE OF THE BOARD.

NOTE: REASONABLE EFFORTS WILL BE MADE TO ASSIST AND ACCOMMODATE PERSONS WITH PHYSICAL DISABILITIES DESIRING TO ATTEND THE MEETING. PLEASE CALL ALLISON BOYER AT (702) 507-6186 SO THAT ARRANGEMENTS FOR ATTENDANCE MAY BE MADE.

NOTE: PLEASE CONTACT ALLISON BOYER AT (702) 507-6186 OR [boyera@lvccld.org](mailto:boyera@lvccld.org) TO REQUEST THE SUPPORTING MATERIAL FOR THIS MEETING. SUPPORTING MATERIAL WILL BE MADE AVAILABLE AT THE MEETING LOCATION ON THE DAY OF THE MEETING AFTER 3:00 P.M.

Pursuant to NRS 241.020, written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on Thursday, September 7, 2017, i.e., given at least three (3) working days before the meeting, including in the notice the time, place, location and agenda of the meeting:

- A. By delivering a copy of the notice to each Library Trustee;
- B. By posting a copy of the notice at the principal office of the Library Trustees, or if there is no principal office, at the building in which the meeting is to be held, and at least three other separate, prominent places within the jurisdiction of the Trustees, to wit:

- 1. Clark County Library  
1401 E. Flamingo Road  
Las Vegas, NV 89119

2. Las Vegas Library  
833 Las Vegas Boulevard North  
Las Vegas, NV 89101
  3. Rainbow Library  
3150 N. Buffalo Drive  
Las Vegas, NV 89128
  4. Sunrise Library  
5400 Harris Avenue  
Las Vegas, NV 89110
  5. West Charleston Library  
6301 W. Charleston Boulevard  
Las Vegas, NV 89146
  6. West Las Vegas Library  
951 W. Lake Mead Boulevard  
Las Vegas, NV 89106
  7. Windmill Library  
7060 W. Windmill Lane  
Las Vegas, NV 89113
  8. Las Vegas-Clark County Library District website  
[www.lvccld.org](http://www.lvccld.org)
- C. By mailing a copy of the notice to each person, if any, who has requested notice of the meetings of the Las Vegas-Clark County Library Board of Trustees in the same manner in which notice is requested to be mailed to a member of the Library Board of Trustees.