

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, NOVEMBER 16, 2016**

The Board met in regular session at the North Valleys Library, 1075 North Hills Blvd. #340, Reno, Nevada.

Chair Wilson called the meeting to order at 3:58 p.m.

1) ROLL CALL

Board Members Present: Wendy Alderman, Zanny Marsh, Sara Sattler, Jean Stoess and Derek Wilson

County Staff Present: Assistant District Attorney Dania Reid

Public Present: Mary Jones, Chris King (Saint Mary's), and Jamii Uboldi (Saint Mary's)

2) PUBLIC COMMENT

None

3) APPROVAL OF MEETING MINUTES

a. APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF OCTOBER 19, 2016

On motion by Trustee Stoess, seconded by Trustee Marsh, which motion duly carried, the Board approved the meeting minutes from the Library Board of Trustee meeting of October 19, 2016. All in favor, none opposed.

4) OLD BUSINESS

None

5) NEW BUSINESS

a. ACCEPT DONATION FROM SAINT MARY'S HEALTH NETWORK OF \$3,500 FOR THE NORTH VALLEYS LIBRARY RENOVATION PROJECT.

Director Scott acknowledged the representatives from Saint Mary's Hospital in attendance to present a donation check of \$3,500 to go toward the North Valleys Library Renovation funds.

On motion by Trustee Alderman, seconded by Trustee Sattler, which motion duly carried, the Board accepted the generous donation check for \$3,500 from Saint Mary's Health Network for renovations to the North Valleys Library. All in favor, none opposed.

b. APPROVE RELEASE AND PARTIAL DISTRIBUTION AGREEMENT REGARDING THE DAVID J. TACCHINO TRUST DATED OCTOBER 30, 2006 PROVIDING FOR A RESIDUARY GIFT OF 15% OF THE TRUST ESTATE TO THE WASHOE COUNTY LIBRARY TO BE USED IN A SUPPLEMENTAL MANNER WHICH ALLOWS OR ENHANCES CITIZEN ACCESS TO WASHOE COUNTY LIBRARIES AS PROVIDED IN THE AGREEMENT AND UPON SUCH TERMS AND CONDITIONS AS STATED THEREIN, AND AUTHORIZE THE LIBRARY BOARD OF TRUSTEE CHAIR TO SIGN THE AGREEMENT.

Trustee Wilson provided an overview of this agenda item from the staff report.

Legal Counsel, Dania Reid, provided an in depth summary of the Release and Partial Distribution Agreement, ensuring the Board understood the following:

- Mr. Carl Rueckl is the Trustee of the David J. Tacchino Trust, and will be the Trustee that will physically present the check to the Library Board of Trustees after Board acceptance, with a potential effective date at the end of the month.
- Mr. Paul Elcano Jr. is acting as the Special Trustee to the fifteen percent (15%) residuary gift to the Washoe County Library.
- The Trustee indemnification clause (#6) provides provisions in which payback would be required to the Trust. She noted that, although highly unlikely, there are circumstances in which the Library would be required to pay back up to the amount received. (Examples include, but are not limited to, discovery that Tacchino had an unpaid tax bill and payment would be paid out equaling what was paid to beneficiaries, same with an unknown found beneficiary that requires payment.)
- The total bequest will be split with the Library System receiving the second portion after 2016 taxes. The Board could decide to hold the second payment to ensure funds were available in the unlikely event the indemnification clause was activated.

Upon questioning by the Board, Ms. Reid clarified the following:

- The statute of limitation depends upon the claim.
- The Library's repayment portion was capped but there was no way to get the bequest without including this provision. These types of documents have been around a long time and verbiage is fairly standard.
- The David J. Tacchino Trust will require a simple report of what has been done once the received funds have been spent.
- The Release and Partial Distribution Agreement was reviewed by legal counsel for Risk Management.

Trustee Stoess stated she liked the idea of physical items and believes "going to the library" is wonderful.

Chair Wilson agreed.

On motion by Trustee Alderman, seconded by Trustee Stoess, which motion duly carried, the Board approved the Release and Partial Distribution Agreement as written and reviewed by legal entities on both sides, and Chair Wilson executed said document.

6) **REPORTS**

a. **LIBRARY DIRECTOR'S PRESENTATION TO INCLUDE SYSTEM PROGRAMS AND ACTIVITIES, AND FRIENDS REPORT**

Director Scott provided a PowerPoint presentation updating the Board on Library System programs and activities, outreach and operations for the month of October 2016.

b. NORTH VALLEYS LIBRARY PROGRAMS, ACTIVITIES AND OPERATIONS

Jonnica McClure, North Valleys Managing Librarian, thanked everyone for attending and reported the following information and updates:

- Highlighted the North Valleys team including the addition of four new staff members to the branch.
- Provided a brief overview of existing programs as well as programs they have and will add in part due to the renovations.
- Expansion of the S.T.E.A.M. program in the North Valleys Library as part of the renovations.

c. FINANCIAL STATEMENTS TO INCLUDE THE MONTHLY EXPENDITURE COMPARISON AND GIFT FUND BALANCES

The Library Board reviewed the information submitted in the packet.

d. MONTHLY LIBRARY USAGE

The Library Board reviewed the information submitted in the packet.

7) PUBLIC COMMENT

Debi Stears, Resources Librarian, informed the Board that the Library System elected to do an end of year, "Give a Gift of Reading" Campaign in the place of the annual Periodical Drive. This campaign became live on November 15, 2016, with a goal to raise \$20,000 for materials that incorporate the promotion of the Library's 1,000 Books before Kindergarten Campaign. Additionally, the Library has partnered with the Reno Bighorns to promote the Children's Literacy Campaign for the December 1, 2016, Bighorns game.

8) BOARD COMMENT

Upon questioning by the Board, Director Scott clarified the following:

- The remaining \$160,000 from the David J. Tacchino Trust is not currently allocated and will be held aside until the Library is comfortable that no payback will be require, then it will be spent on children's materials.
- The Library System is currently fully staffed without any vacancies.

Upon questioning by the Board, Legal Counsel Dania Reid, clarified the following:

- A Strategic Plan discussion agenda item needs to be included in a future meeting to allow for Board discussion.

9) ADJOURNMENT

Chair Wilson adjourned the meeting at 4:40 p.m.