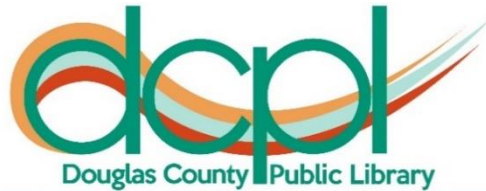


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APPROVED 5/24/2022
LIBRARY BOARD OF TRUSTEES MINUTES
May 11, 2022

ATTENDEES

Library Board Members: Chairperson Heather Martin Maier; Vice Chairperson Kate Garrahan; Trustees Bonnie Rogers, Elizabeth Tattersall; Starla Doughty

Library Staff: Interim Library Director Christine Vido; Library Supervisors Laura Treinen, Vanna Bells; Administrative Services Manager Veronica Hallam, Clerk to the Board

County Staff: Deputy District Attorney Cynthia Gregory

THE MEETING CONVENED AT 9:01A.M.

1. PUBLIC COMMENTS.

Chairperson Heather Martin Maier asked for public comment.

There being no public comment, public comment was closed.

2. DISCUSSION ON APPROVAL OF THE AGENDA.

MOTION/VOTE:

Trustee Bonnie Rogers made a motion to approve the agenda. Vice Chairperson Kate Garrahan made a second. There being no public comment, the motion carried unanimously with a 5-0 vote.

3. INTERVIEW OF THE LIBRARY DIRECTOR CANDIDATE FINALIST(S) AND DISCUSSION ON THE RECRUITMENT PROCESS INCLUDING: POSSIBLE EXTENSION OF A CONDITIONAL OFFER, DETERMINATION ON SALARY/BENEFITS, OR OTHER APPROPRIATE NEXT STEPS IN THE PROCESS. CANDIDATE FINALIST(S) IS: TIMOTHY DEGHELDER. [Action]

Mr. DeGhelder was asked ten interview questions and he had 5 minutes to answer each or 50 minutes in total to answer all. There was approximately 10 minutes allotted at the end of the

interview for Mr. DeGhelder to ask any questions he may have. The interview questions were as follows:

1. What are three current trends facing libraries and how do you feel those trends would impact the Douglas County Public Library?
2. Tell us about a challenging situation when you worked to earn trust and credibility with your team?
3. Please describe, in detail, the process you would use to develop an annual budget request?
4. What steps would you take to improve the service and visibility of the Zephyr Cove facility?
5. Walk us through the process you'd use to determine service levels, staffing and hours at our facilities?
6. The library welcomes all sorts of uses and patrons. How will you balance the use of the facility with the need for community access?
7. How have you motivated and mentored staff in the past?
8. How do you intend on working with County elected officials and senior management to ensure continued funding, ideally with increases, for the library?
9. How do you determine when a library program has exceeded its life span, needs to be expanded, or get replaced with a new program?
10. What is a major lesson you've learned through your time as a library director? How will you apply that lesson here?

At the conclusion of the interview Chairperson Martin Maier allowed the public to ask questions if they should have any.

Teri Jamin asked Mr. DeGhelder if he was familiar with the READ programs from other libraries, the Reading Education Assistance Dog programs. Mr. DeGhelder answered yes and stated that they have this program at his library. They do Pet Partners Read With Me and what makes it so amazing is that they use a variety of pets, not just dogs. He noted he loves to see a child engage with a pet and a book.

There were no further questions.

Interim Library Director Christine Vido noted that the board will now deliberate and make a decision and referred the board to the Action Sheet provided in the packet. She explained to Tim that he is under open meeting law and is welcome to stay in the room but as a courtesy to the board he was asked to leave but to stay in the building.

RECESSED AT 10:21 A.M.

RECONVENED AT 10:30 A.M.

Before the board deliberated, Chairperson Martin Maier asked for public comment.

Barb Wilson commented that she is here to support the board in their search for a new library director. The library needs leadership. It has been over a year since the former library director gave a 3 day notice to leave for another position. She stated that she hoped there would be three or four candidates but hopes that the candidate the board does interview meets the expectations that the board had for the next library director. Her fear is that if this process drags on indefinitely the county commissioners and the public will lose interest and decide that the library isn't important. The county commissioners decide whether to fund or not fund the library.

Marion Barritt commented that listening to Mr. Deghelder she feels he has the necessary qualifications that the library needs. She stated that she was a little disappointed that he had not researched the community. He had the same impression of the area as she did when she first drove down here 45 years ago on how beautiful it is. She noted that it is important that the commissioners know that the library does need to be funded and they are not doing a very good job of funding the library right now. The library needs a director.

Bonnie Rogers commented that he had gone to the Chamber Coffee this morning and to take the initiative to do that is really impressive and that he is already making contact with the community.

Vanna Bells commented that as the newest Douglas County hire she was very impressed with Mr. Deghelder's answers in regards to programs. Programs for all ages is what brings new members into the library. She noted that she appreciated his statement that the library has to hit every age group and that is something she would like to do at the Zephyr Cove library is to have programs for all ages.

Margie Donaldson commented that she liked that he had tried contacting the Chamber of Commerce because the direct line to funding has to do with businesses wanting to incorporate the library and how important education and culture is to the area. There is a funding stream that can happen when the library is involved with the Chamber of Commerce and donating to certain library events and combining library events with other organizations within the community.

Laura Treinen commented that she appreciated his commitment in keeping conversation and communication open with staff. As a supervisor she would appreciate a weekly check-in meeting with her boss to not only see how the weeks going to go but to set the agenda. She liked that he considers communication with staff on every issue which will help the library work as a cohesive unit and provide the best service to the community.

Luise Davis commented that she appreciated his commitment to communicating with staff which has been a major issue. There have been a lot of changes and one of the saddest is the broken relationship with the community and she felt very encouraged when he was talking about how the library needs to be connected into the community.

There was no further public comment.

The board shared their thoughts and most agreed to extend an offer to Mr. Deghelder, however there was some concern about when he will be traveling to Thailand to bring his wife back to the states and how long he will be gone.

Andrew stated that he can have that conversation with Tim offline and would recommend having a conditional offer on paper before he approaches the subject with him. He will negotiate a timeframe with Mr. Deghelder in regards to his situation.

MOTION/VOTE:

Trustee Rogers made a motion to extend an offer to Tim Deghelder for the library director position conditioned on passing background and reference check. Trustee Doughty made a second.

Deputy District Attorney Cynthea Gregory stated that the board can negotiate a start date as well and set the outer parameter by extending an offer and allow CPS and HR to negotiate the salary up to mid-point, provide for the moving expenses and a hire date within 4 to 6 weeks. Christine suggested including the salary component in the motion as part of HR's negotiation on how far up in the range the board will permit HR to negotiate salary. Included in the packet is the current salary range for the director and the current budget year has approximately \$97,000 budgeted for salary. She noted that the commissioners in their March 29th meeting approved tentatively a 7% across the board pay increase in salary for all county staff that will impact this position as well. The other component is related to the background check. She stated that it is county policy to have a fully completed background check before an employee starts with the county but it is at the pleasure of the board to decide to do a contingent offer where the employee can start before the finger print background screening is complete. Deputy District Attorney Gregory reiterated that there is a motion that the offer is conditioned on passing the background check and subsequently the board can have another motion having HR and CPS do the negotiations and the contingency. The board has approved moving expenses up to \$5,000 but that can be addressed as well.

Trustee Rogers' motion is on the table.

There being no public comment, the motion carried unanimously with a 5-0 vote.

MOTION/VOTE:

Trustee Tattersall made a motion to authorize CPS and HR to negotiate terms with a salary of up to mid-point. Trustee Rogers made a second.

Mid-point salary range is \$111,404.80.

Christine reminded the board that the board can authorize up to mid-point at their discretion, however anything above mid-point to the top of the range needs to go to the commissioners for approval. Andrew added that the mid-point range falls in line with the salary expectations for this position. Christine noted that there is a budget salary of \$97,000 currently in the budget but wanted to remind the board that there has been a vacancy in the director position for 10 months

so there are salary savings in the budget. She stated that she is not concerned with potentially offering higher than that amount for this candidate. The budget for next year will have to be adjusted to reflect the offered mid-point salary. She stated there is a library supervisor position open and the board may elect to work with the director to consider if that position should remain vacant to make up any changes in salaries in the budget. Deputy District Attorney Gregory clarified that when the board allows HR to negotiate this will include the contingency, the start date based on what was expressed as well as the maximum salary the board is willing to offer. Any leave requests from Mr. Deghelder will be negotiated and included in the offer letter. Christine will update the board at the next regular meeting on how the negotiations concluded.

Trustee Tattersall restated her motion that the board authorize CPS and HR to negotiate a contract with Mr. Deghelder up to the mid-point range for library director with a preferred start date within 30 days from today and the latest possible start date would be July 1, 2022. Trustee Rogers seconded that motion.

Having already taken public comment, the motion carried unanimously with a 5-0 vote.

4. CLOSING PUBLIC COMMENTS.

Chairperson Martin Maier asked for public comment.

Barb Wilson said thank you to the board and Tim for coming and interviewing for this library director position. She knows that the community is looking forward to meeting Tim and welcoming Tim to the Carson Valley.

Marion Barritt commented that she knows St. Louis and Tim will find this will be a refreshing change and he will enjoy the community.

There being no further public comment, public comment was closed.

MEETING ADJOURNED AT 11:20 A.M.