

**Board MINUTES OF THE
CLARK COUNTY LAW LIBRARY
BOARD OF TRUSTEES**
Meeting Held May 23, 2013

I. CALL TO ORDER/CERTIFICATION OF PROPER POSTING OF AGENDA.

The meeting was called to order at 12:15 p.m.

Board members present:

Thomas Beatty, President
Margaret Lambrose, Secretary
Judge Kishner (via conference call)
Judge Sturman
Judge Scann
Barbara Wagner
Betsy Avila

Board members not present:

None

Others in attendance:

Elizabeth Vibert, Legal Counsel
Denise Shields, Sr. Financial Analyst, Clark County Dept. of Finance
Kevin Clanton, Library Director, Clark County Law Library
Karen Byrd, Office Services Manager, Clark County Law Library
Summer Youngquist, Law Library Assistant II, Clark County Law Library
Chanteyl Newman, Law Library Assistant II, Clark County Law Library

Mr. Clanton certified that the agenda had been properly posted.

II. PUBLIC COMMENT.

None.

III. APPROVAL OF AGENDA AS POSTED. (FOR POSSIBLE ACTION)

It was moved and carried that the agenda be approved as posted.

Mr. Beatty informed the other members of the Board of Mr. Clanton's resignation, effective May 24, 2013. The board acknowledged receipt of Mr. Clanton's resignation letter and elected to proceed with Item VIII at this time.

IV. APPROVAL OF MINUTES OF FEBRUARY 7, 2013. BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

There was discussion on the article to be written for the Communique and the revisions to the library's Patron Code of Conduct, both of which were items discussed in the Minutes of February 7, 2013. It was the sense of the board that these tasks be delegated to staff in light of Mr. Clanton's resignation.

It was moved and carried that the minutes of February 7, 2013 be approved.

V. APPROVAL OF TRAVEL AUTHORIZATION REQUEST FOR SUMMER YOUNGQUIST AND CHANTEYL NEWMAN TO ATTEND AMERICAN ASSOCIATION OF LAW LIBRARIES ANNUAL MEETING JULY 12TH – JULY 16TH, 2013, IN SEATTLE, WA. BOARD ACTION AS DEEMED APPROPRIATE.

Mr. Clanton requested authorization from the board to allow two staff members to travel to Seattle for the 2013 AALL Conference. There was some discussion on the negative impact such travel might have on the library's public perception, given its recent request for additional funding. It was the sense of the board that library staff explore local alternatives for training and development.

It was moved and carried that the request for travel authorization be disapproved.

VI. FINANCIAL REPORT. DISCUSSION AND POSSIBLE ACTION REGARDING THE LAW LIBRARY FINANCIAL REPORT.

Mr. Clanton presented the following to the board:

- The estimated financial impact of the approved \$5 filing fee increase and the implementation of AB 54, which once enacted, would provide the library revenue from the justice courts.
- Cash on hand is \$481,924.09 as of May 22, 2013.
- Donations from Ms. Lambrose, Mr. Gentile, Mr. Cogan, and Mr. Beatty.

It was moved and carried that the donations be accepted.

VII. LIBRARY OPERATIONS REPORT. DISCUSSION AND BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

Mr. Clanton informed the board of the following:

- Information on a plumbing retrofit being planned for the 309 building.
- Acquisitions and collection development in the amount of \$58,364.18.

No action taken.

VIII. CONSIDERATION OF ACTION TO BE TAKEN CONCERNING PERSONNEL MATTERS INVOLVING KEVIN CLANTON, LAW LIBRARY DIRECTOR, INCLUDING INAPPROPRIATE INTERACTIONS WITH STAFF AND LIBRARY PATRONS, AND DEFICIENT WORK PERFORMANCE.

This item was heard after Item III.

The board entered into a closed session at 12:18 p.m.

The board returned to an open session at 12:30 p.m.

It was moved and carried that an investigation and report regarding personnel matters involving Kevin Clanton, Law Library Director, including inappropriate interactions with staff and library patrons, and deficient work performance be referred to Clark County Human Resources.

IX. DATE FOR THE NEXT BOARD MEETING SCHEDULED FOR AUGUST 8, 2013. BOARD ACTION AS DEEMED APPROPRIATE. FOR POSSIBLE ACTION.

It was moved and carried that the date for the next board meeting be scheduled for June 27, 2013.

X. PUBLIC COMMENT.

None.

XI. ADJOURNMENT.

Meeting adjourned at 1:15 p.m.

Attest:

Thomas D. Beatty, *President*
Clark County Law Library

Margaret Lambrose, *Secretary*
Clark County Law Library