

MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' NAMING LIBRARIES POLICY COMMITTEE MEETING
LAS VEGAS, NEVADA
April 11, 2019
(approved June 13, 2019)

The Board of Trustees' Naming Libraries Policy Committee of the Las Vegas-Clark County Library District met in regular session in the Rainbow Library, Las Vegas, Nevada, at 5:30 p.m., Thursday, April 11, 2019.

Present: Committee: K. Benavidez, Chair F. Ortiz
R. Wadley-Munier E. Foyt
S. Bilbray-Axelrod M. Francis Drake
J. Meléndrez S. Moulton
S. Ramaker

Counsel: G. Welt

Absent: C. Brooks, Excused

Staff: Dr. Ronald R. Heezen, Executive Director
Numerous Staff

Guests:

K. Benavidez, Committee Chair, called the meeting to order at 5:36 p.m.

Roll Call (Item I.) All members listed above represent a quorum. Trustees Bilbray-Axelrod and Meléndrez attended via telephone and were on the line when the meeting started. Trustee Ortiz arrived at 5:41 p.m. Trustee Brooks had an excused absence.

Public Comment (Item II.) None.

Agenda (Item III.) Trustee Wadley-Munier moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Discussion and possible action regarding the approval of two naming opportunities:
1) COX Robot Lab located at the Enterprise Library;
and 2) Robot Lab Powered by SWITCH located at the West Las Vegas Library. (Item IV.A)

Development and Planning Director Danielle Milam briefly reviewed the *Library District Naming Opportunities Policy*, which was revised and adopted on March 9, 2017, by the Library District Board of Trustees. Trustees retain the sole responsibility for naming, renaming, or rescinding the name of library facilities; parts of facilities and/or properties; and endowments for new capital projects, renovation projects, programs, equipment, collections, and/or other library services.

The *Policy* also stipulates that all Naming Opportunity proposals will be submitted to the Naming Libraries Policy Committee in writing, and each shall contain justification compliant with the criteria, terms, and purposes set forth in the policy. Each proposal below provides details related to criteria and terms for Trustees' consideration. The purpose of each naming opportunity is to recognize the substantial contribution of the donors to the launch of these services which are key to the implementation of the "Limitless Learning" and "Career and Business Success" strategies in the *Vision 2020 Strategic Plan*.

Consideration of Proposals: To qualify for a naming opportunity, a proposal must demonstrate four things: 1) donors are willing to enter into an agreement to contribute at least 51% of the actual or estimated project costs; 2) geographical or functional names should be included in the agreement; 3) donor recognition signage will be consistent with Library District signage standards, and 4) the term of the agreement shall take into consideration the estimated life of the building or project area.

The details of the terms proposed for each of the two project agreements proposed, in alignment with the four policy criteria are:

First Project - Robot Lab powered by COX Community Charities (located at the Enterprise Library)

1. Agreement to contribute a minimum of 51% of project costs. In March 2019, the Las Vegas-Clark County Library District Foundation received \$25,000 from the COX to purchase equipment and furniture for a teen Robot Lab at the Enterprise Library located at 25 E. Shelbourne, Las Vegas, NV 89123. This represents over 51% of equipment that will be purchased to establish the Robot Lab in the current Teen Zone of the Enterprise Library. Additional furniture and minor space modifications will be provided by the General Services division of the Library District. Staff support for these teen activities will be provided by the Enterprise Library based on their considerable experience with the Lil Bits and other coding activities that have been in place for several years. Additional mentor and instructional support may be provided by the Library District Foundation.

2. Naming by geography or function. Signage for the Robot Lab will be branded with the COX Community Charities logo, indicating the functional location of the Robot Lab embedded in the teen service area that relates to both the Limitless Learning and Career Success goals of the Vision 2020 Strategic Plan. The Robot Lab will be a place for teens to learn coding, robotics, STEAM technologies, teamwork, problem-solving and other 21st Century skills that are critical in today's academic, workforce and business environments.

3. Signage consistent with Library District signage standards. Signage will be approved by General Services in accordance with criteria of the District, the Library Facilities Master Plan, local laws, regulations, and related ordinances.

4. Term consistent with life of project area. The term of this Naming Opportunity will be from June 2019 through December 2020, coterminous with the grant which concludes in December 2020, unless terminated sooner based on Board of Trustee discretion criteria provided for the Naming Opportunities policy.

At this time, Trustee Ortiz arrived at the meeting.

Second Project - Robot Lab powered by SWITCH (located at West Las Vegas Library)

1. Agreement to contribute a minimum of 51% of project costs. In March 2019, the Las Vegas-Clark County Library District Foundation received a grant award of \$15,000 from SWITCH, Inc. to provide equipment and other in-kind support for a teen Robot Lab teen tech center at the West Las Vegas branch library located at 951 W. Lake Mead Drive. The Robot Lab activities will be conducted in the youth services area space adjacent to the current Homework Help center. No additional space modifications are anticipated, although SWITCH is also interested in donating in-kind furniture and equipment to give the Robot Lab an updated tech look and feel. Potential space improvements will be approved by the General Services division. The Library District Foundation will provide instructional and mentor support to West Las Vegas Youth Services staff to run both teen and tween classes once a week starting in June, 2019.

2. Naming by geography or function. Signage for the Robot Lab will be branded with the SWITCH logo, indicating the functional location of the Robot Lab embedded in the teen service area that relates to both the Limitless Learning and Career Success goals of the Vision 2020 Strategic Plan. The Robot Lab will be a place for teens to learn coding, robotics, STEAM technologies, teamwork, problem-solving and other 21st Century skills that are critical in today's academic, workforce and business environments.

3. Signage consistent with Library District signage standards. Signage will be approved by General Services in accordance with criteria of the District, the Library Facilities Master Plan, local laws, regulations, and related ordinances.

4. Naming Opportunity Term. The term of this Naming Opportunity will be from June 1, 2019 through June 30, 2020, coterminous with the grant from SWITCH which concludes on June 30, 2020, unless terminated sooner based on Board of Trustee discretion criteria provided for the Naming Opportunities policy.

Trustee Moulton thanked Ms. Milam for her hard work to obtain these grants, as well as Cox Communities Charities, and SWITCH for their donations. Moulton said that the networking is what the District needs so that there is a lot of young people and others to enjoy these activities.

Ms. Milam also thanked city of Las Vegas Councilman Cedric Crear from Ward 5, as he was instrumental in helping the District obtain the money from SWITCH. She hopes that, after the first year of operation, SWITCH will be a contributor in the future.

Trustee Moulton moved to recommend to the Board of Trustees approval of The Robot Lab powered by COX Community Charities at the Enterprise Library. There was no opposition and the motion carried.

Trustee Wadley-Munier moved to recommend to the Board of Trustees approval of The Robot Lab powered by SWITCH Naming Opportunities

Minutes - Board of Trustees' Naming Libraries Policy Committee Meeting

April 11, 2019

Page 4

at the West Las Vegas Library. There was no opposition and the motion carried.

**Public Comment
(Item V.)**

None.

**Adjournment
(Item VI.)**

Chair Benavidez adjourned the meeting at 5:46 p.m.

Respectfully submitted,

K. Benavidez, Committee Chair