

**MINUTES OF THE
CLARK COUNTY LAW LIBRARY
BOARD OF TRUSTEES**

Meeting Held September 19, 2013

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

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

Board members present:

Thomas Beatty, President
Judge Kishner (via conference call)
Judge Sturman
Barbara Wagner

Board members not present:

Judge Scann
Margaret Lambrose, Secretary
Betsy Avila

Others in attendance:

Elizabeth Vibert, Legal Counsel
Denise Shields, Sr. Financial Analyst, Clark County Dept. of Finance
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

Ms. Byrd 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.

IV. APPROVAL OF MINUTES FROM AUGUST 8, 2013. (FOR POSSIBLE ACTION)

It was moved and carried that the minutes of August 8, 2013 be approved.

V. CREATE PROCESS AND PROCEDURES BY WHICH TO APPOINT A NEW LAW LIBRARY DIRECTOR, INCLUDING BUT NOT LIMITED TO; JOB DESCRIPTION, SALARY, AND ANY OTHER ASPECTS THAT MAY RELATE THERETO. (FOR POSSIBLE ACTION.)

It was moved and carried that the proposed job description be revised to correct typographical errors and some language under the minimum experience requirements.

It was moved and carried that the proposed job description be approved with the approved revisions.

It was moved and carried that the salary range for the Law Library Director and Interim Director positions be equivalent to the Clark County M-Plan A33 position as effective July 2013, while the Law Library Director position will be classified as a Clark County M-Plan Management Category III for the purposes of compensation and benefit eligibility.

It was moved and carried that Ms. Byrd, the Interim Director, be authorized to post the open Law Library Director position for 14 days in order to have the collected resumes ready for review at the next board meeting.

VI. REPORT ON STATUS ON THE BOARD OF COUNTY COMMISSIONERS MEETINGS REGARDING THE JUSTICE COURT FILING FEE REQUEST UNDER CLARK COUNTY CODE 18.08.030. (FOR POSSIBLE ACTION)

This item was not discussed. No action taken.

VII. DATE FOR THE NEXT BOARD MEETING SCHEDULED FOR OCTOBER 31, 2013. BOARD ACTION AS DEEMED APPROPRIATE. FOR POSSIBLE ACTION.

No action taken.

VIII. PUBLIC COMMENT.

None.

IX. ADJOURNMENT.

Meeting adjourned at 1:08 p.m.

Attest:

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

Margaret Lambrose, *Secretary*
Clark County Law Library