

**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, NOVEMBER 20, 2019
4:00 P.M.**

**North Valleys Library
1075 North Hills Blvd
Reno, NV 89506**

PURSUANT TO NRS 241.020, THE AGENDA FOR THE TRUSTEES MEETING HAS BEEN POSTED AT THE FOLLOWING LOCATIONS: WASHOE COUNTY COURTHOUSE, WASHOE COUNTY ADMINISTRATION BUILDING, DOWNTOWN RENO LIBRARY, INCLINE VILLAGE LIBRARY, NORTH VALLEYS LIBRARY, NORTHWEST RENO LIBRARY, SIERRA VIEW LIBRARY, SOUTH VALLEYS LIBRARY, SPANISH SPRINGS LIBRARY AND SPARKS LIBRARY. FURTHER, IN COMPLIANCE WITH NRS 241.010, THIS NOTICE HAS BEEN POSTED ON THE OFFICIAL WEB SITE FOR THE WASHOE COUNTY LIBRARY SYSTEM AT www.washoecountylibrary.us; and <https://notice.nv.gov>.

SUPPORT DOCUMENTATION FOR ITEMS ON THE AGENDA PROVIDED TO THE LIBRARY BOARD OF TRUSTEES IS AVAILABLE TO MEMBERS OF THE PUBLIC AT THE DOWNTOWN RENO LIBRARY ADMINISTRATION OFFICE, 301 SOUTH CENTER STREET, RENO, NEVADA AND MAY BE OBTAINED BY CONTACTING TAMI GASTON AT 327-8343 OR tgaston@washoecounty.us. WE ARE PLEASED TO MAKE REASONABLE ACCOMMODATIONS FOR MEMBERS OF THE PUBLIC WHO ARE DISABLED AND WISH TO ATTEND MEETINGS. IF YOU SHOULD REQUIRE SPECIAL ARRANGEMENTS FOR ANY TRUSTEE MEETING, PLEASE CONTACT OUR OFFICE AT 327-8341 24 HOURS PRIOR TO THE DATE OF THE MEETING.

THE LIBRARY BOARD CAN DELIBERATE OR TAKE ACTION ONLY IF A MATTER HAS BEEN LISTED ON AN AGENDA PROPERLY POSTED PRIOR TO THE MEETING. DURING THE PUBLIC COMMENT PERIOD, SPEAKERS MAY ADDRESS MATTERS LISTED OR NOT LISTED ON THE PUBLISHED AGENDA. THE OPEN MEETING LAW DOES NOT EXPRESSLY PROHIBIT RESPONSES TO PUBLIC COMMENTS BY THE BOARD. HOWEVER, RESPONSES FROM TRUSTEES TO UNLISTED PUBLIC COMMENT TOPICS COULD BECOME DELIBERATION ON A MATTER WITHOUT NOTICE TO THE PUBLIC. ON THE ADVICE OF LEGAL COUNSEL AND TO ENSURE THE PUBLIC HAS NOTICE OF ALL MATTERS THE TRUSTEES WILL CONSIDER, TRUSTEES MAY CHOOSE NOT TO RESPOND TO PUBLIC COMMENTS, EXCEPT TO CORRECT FACTUAL INACCURACIES, ASK FOR LIBRARY STAFF ACTION OR TO ASK THAT A MATTER BE LISTED ON A FUTURE AGENDA. THE BOARD MAY DO THIS EITHER DURING THE PUBLIC COMMENT ITEM OR DURING THE FOLLOWING ITEM: "BOARD COMMENT – LIMITED TO ANNOUNCEMENTS, STRATEGIC PLAN ACTIVITY UPDATES OR ISSUES PROPOSED FOR FUTURE AGENDAS AND/OR WORKSHOPS."

THE BOARD OF LIBRARY TRUSTEES CONDUCTS THE BUSINESS OF THE WASHOE COUNTY LIBRARY SYSTEM DURING ITS MEETINGS. THE PRESIDING OFFICER MAY ORDER THE REMOVAL OF ANY PERSON WHOSE STATEMENT OR OTHER CONDUCT DISRUPTS THE ORDERLY, EFFICIENT OR SAFE CONDUCT OF THE MEETING. WARNINGS AGAINST DISRUPTIVE COMMENTS OR BEHAVIOR MAY OR MAY NOT BE GIVEN PRIOR TO REMOVAL. THE VIEWPOINT OF A SPEAKER WILL NOT BE RESTRICTED, BUT REASONABLE RESTRICTIONS MAY BE IMPOSED UPON THE TIME, PLACE AND MANNER OF SPEECH. IRRELEVANT AND UNDULY REPETITIOUS STATEMENTS AND PERSONAL ATTACKS WHICH ANTAGONIZE OR INCITE OTHERS ARE EXAMPLES OF SPEECH THAT MAY BE REASONABLY LIMITED.

THE LIBRARY BOARD OF TRUSTEES MAY TAKE AGENDA ITEMS OUT OF ORDER, CONSIDER TWO OR MORE ITEMS IN COMBINATION, REMOVE ONE OR MORE ITEMS FROM THE AGENDA OR DELAY DISCUSSION ON AN ITEM.

Administration
301 South Center Street
P.O. Box 2151, Reno, Nevada 89505
(775) 327-8341
www.washoecountylibrary.us

The Board of Trustees may take action only on the items below that are preceded by the words "For Possible Action." The Board will not take action on any other items.

- 1) Roll Call
- 2) Public Comment and Discussion Thereon – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 3) Approval of Meeting Minutes
 - a. *For Possible Action:* Approval of Minutes from the Library Board Meeting of October 16, 2019
- 4) Old Business
 - a. *Informational:* Knitting and Crochet Groups Update
- 5) New Business
 - a. *Informational:* Washoe County Library Security Report by Washoe County Security Administrator Ben West
 - b. *For Possible Action:* Acknowledgement of 4th Quarter Fiscal Year 2018/19 Cash and Non-Cash Donations Received by the Library System Between April 1 and June 30, 2019 for a Combined Total of \$3,568
 - c. *For Possible Action:* Acknowledgement of 1st Quarter Fiscal Year 2019/20 Cash and Non-Cash Donations Received by the Library System Between July 1 and September 30, 2019 for a Combined Total of \$1,630
 - d. *For Possible Action:* Approval of Letter Drafted by Trustee Ghilieri to Petition Against MacMillan Publishers for the Embargo on Ebooks for Libraries
 - e. *For Possible Action:* Presentation of Special Recognition Certificates to Branch Managers Hosting Summer Lunch Program
- 6) Reports
 - a. Library Director's Annual Report
 - b. North Valleys Library Report
 - c. Collections Update
 - d. Youth Services and Library Events Report
 - e. Tacchino Expenditure Update
 - f. Quarterly Financial Report
 - g. Quarterly Statistical Report
 - h. Board Task Report
- 7) Staff Announcements - Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda.
- 8) Public Comment and Discussion Thereon – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 9) Board Comment – Limited to Announcements, Strategic Plan Activity Updates or Issues Proposed for Future Agendas and/or workshops
- 10) Adjournment

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, OCTOBER 16, 2019
4:00 P.M.**

The Board met in regular session at the Downtown Reno Library, 301 S. Center Street, Reno, NV 89501

Chair Holland called the meeting to at 4:01 pm.

1) ROLL CALL

Board Members Present: Amy Ghilieri, Wayne Holland, Zanny Marsh, Jean Stoess

Board Members Absent: Ted Parkhill

County Staff Present: District Attorney Herb Kaplan

Public Present: Ann White

2) PUBLIC COMMENT

None

3) APPROVAL OF MEETING MINUTES

a. APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF SEPTEMBER 18, 2019

On motion by Trustee Ghilieri, seconded by Trustee Stoess, the Board approved the meeting minutes from the September 18, 2019 meeting. All in favor, none opposed.

4) OLD BUSINESS

a. KNITTING AND CROCHET GROUPS UPDATE BY TRUSTEE PARKHILL

Trustee Parkhill not in attendance, no update on this agenda item.

5) NEW BUSINESS

a. APPROVAL TO CLOSE ALL LIBRARIES AT 5 PM ON NOVEMBER 25, DECEMBER 24, AND DECEMBER 31, 2020 AS NOTED ON THE 2020 LIBRARY SYSTEM CLOSURE CALENDAR

Director Scott stated the noted library closures are consistent with the Washoe County holiday closure schedule. He also noted that this closure calendar includes scheduled staff days for 2020.

On motion by Trustee Ghilieri, seconded by Trustee Stoess, the Board approved the 2020 Library Holiday Closure calendar. All in favor, none opposed.

b. PRESENTATION BY DR. MARLENE RIBORI SUMMARIZING THE PROCESS AND OUTCOME OF THE LEADERSHIP TRAINING

Community and Organizational Development Specialist Dr. Marlene Rebori, from University of Nevada Cooperative Extension introduced herself and thanked the Board for inviting her.

Dr. Rebori summarized the Leadership Challenge (Kouzes and Posner) Program provided, and the objectives of building trust, improving communication and understanding, and building capacity decision making. She provided a PowerPoint presentation that summarized the results as able to be determined by the attendees (Washoe County Library Leadership Team).

All attendees completed a self-assessment prior to beginning the program. The intent was to build trust and was focused more on connection with each other. Part of the connection included all attendees to choose and share a best leadership project to either work on or create.

She said it was a joy to work with passionate, professional people and that it was a privilege to work with them. She did say the based upon participant feedback, the end assessment could indicate a move towards trust.

Chair Holland thanked Dr. Rebori for working with the Leadership Team, agreeing they are passionate about their jobs.

c. DISCUSSION AND APPROVAL OF EVALUATION METRICS PRESENTED BY LIBRARY DIRECTOR EVALUATION ADHOC COMMITTEE

Chair Holland thanked Director Scott for his staff report on achievements, stating it helps to evaluate based upon performance.

Upon request by Vice Chair Marsh, this agenda item was tabled until next month.

d. DETERMINATION IF LIBRARY BOARD OF TRUSTEES TO STAND TOGETHER OR PETITION INDIVIDUALLY AGAINST MACMILLAN PUBLISHERS FOR THE EMBARGO ON EBOOKS FOR LIBRARIES

Chair Holland requested Collections Manager Debi Stears to approach the Board to offer insight on how to best approach a petition against MacMillan Publishers.

Ms. Stears reminded the Board the embargo goes into effect November 1st and informed the Board the American Library Association (ALA) has put petition together on their website for individuals to sign. She stated the Board has right to act as body, as well as, the right to act individually.

Director Scott stated the letter provided in the packet was intentionally written to be fairly neutral and provide information to a diverse audience including patrons and the media who may pick it up and provide some coverage.

Trustee Stoess nominated Trustee Ghilieri to be the creator as she already had a letter started.

Trustee Ghilieri stated her letter is much stronger with intent to send it editorial style.

Further Board discussion included suggestions of directly contacting media outlets proactively.

Legal Counsel Herb Kaplan stated that the way this agenda item was agendized, if the Board pursued action in a group response such as a letter, the letter would need to be brought before the Board next month for approval.

On motion by Vice Chair Marsh, seconded by Trustee Stoess, the Board approved to collectively sign a letter/petition that voices concern over MacMillan Publishing decision in relation to library e-books and asked Trustee Ghilieri to draft a letter to bring back for approval at the November Board meeting. All in favor, none opposed.

e. ACKNOWLEDGEMENT OF LIBRARY BUDGET REPORT

Director Scott provided budget overview PowerPoint overview presentation. He explained the summary is similar to the budget reports he provides each March and this presentation breaks out where county dollars are allotted to and what areas the Library System has some authority in expending funds.

Chair Holland confirmed that the updates to the bylaws changing “approval” to “acknowledgement” of the Library budget was on the Board Task Report for action in spring 2020.

6) REPORTS

a. LIBRARY DIRECTOR’S REPORT

Director Scott reviewed the staff report provided in the Board packet.

Director Scott informed the Board that the Nevada Library Association (NLA) conference has reached 109 outside attendees reached with a hope to break 150. He invited the Board to attend the conference.

Upon request to determine if three or more Trustees planned on attending, the Board requested that Board Secretary Tami Gaston post a Notice of Possible Quorum for the Sunday and Monday of the conference.

Legal Counsel Herb Kaplan cautioned the Board that a Notice of Quorum doesn’t allow for meeting and Board discussion of library items, any library item discussions would still need to be agendized per open meeting law requirements.

b. DOWNTOWN RENO LIBRARY REPORT

Branch Manager Brenda Owens highlighted Community Court held at the Downtown Reno Library on Wednesday mornings and how those services benefit library patrons.

Community Court was modeled by Judge Tammy Riggs from Spokane Community Court which is held at the main Spokane Public Library in Washington State. This was where Judge Riggs thought to invite the Downtown Reno Library to be a part of the program.

If a participant has been convicted of a violent crime, they are allowed to seek help of the providers in attendance, but they will not be able to clear their ticket through Community Court. If a participant has been accused of any sort of drinking violation, they are given a blow test at the door. If they do not pass, they will not be seen by the judge that week.

Ms. Owens stated that many of the providers for Community Court stay behind on Wednesdays and offer assistant to the patrons of the Downtown Reno Library. A copy of a recent Our Town digital news article covering Community Court has been included at the back of the board packet.

c. MONTHLY TECHNOLOGY REPORT

Systems Librarian Nancy Keener highlighted the following:

- Systems staff would be doing a presentation on KOHA at the NLA Conference.
- Washoe County Library is hoping the Automated Materials Handling (AMH) units will be installed in January 2020.
- Staff computer re-fresh is underway with Sierra View Library to be next.

d. COLLECTIONS UPDATE

Collection Manager Debi Stears provide a presentation of a couple of PowerPoint slides highlighting the following:

- Library Technical services staff used Downtown Reno closure days to go to other branches to see their collections. Library branches are not happy with current Spanish collections.
- Starting to see more requests for materials
- Washoe County Library received notice that State Grant in Aid (SGIA) will be provided for \$14,465 which will go to self-help books through Overdrive.

e. YOUTH SERVICES AND LIBRARY EVENTS REPORT

Youth Services and Library Events Manager Beate Weinert and Librarian Judy Hansen provided the PowerPoint presentation (including 2 videos) which would be presented at the Washoe Impact Awards at 10 am on Thursday, October 17th at the Washoe County Commission Chambers.

f. MAKER SERVICES REPORT

Maker Services Team Chair Julie Ullman and Quad master Brent Collamer passed around samples of items created using equipment available in The Quad prior to the Board meeting and referred to the provided staff report highlighting the following:

- Mr. Collamer will be promoting the vinyl press for the next 3 weeks.
- In December, the Quad will be open 2 Saturdays to offer gift making opportunities
- The Library System will have SWAG for NLA Conference and The Quad attendees
- Library System has received 200 print requests (limited to 2 per week per requestor) in the last month and a half.
- Ms. Ullman noted that Friends of Washoe County Library (FWCL) grant funding allows for replenishment of items for maker services and equipment
- The Maker Services Team is looking towards more personal approach for 3D print projects.
- Looking at hosting more DIY clinics.
- LifeChanges Inc. approached The Quad to create a vinyl cutout to put logo on their van.

Upon questioning by the Board Ms. Ullman stated the Maker Services Team meets once a month.

g. **TACCHINO TRUST UPDATE**

Director Scott stated there have been no changes but that some of the Tacchino Trust funds will be used to cover the gap of increased costs associated with the construction for the AMH wall cutting.

Upon request by Vice Chair Marsh, Director Scott affirmed that once Tacchino Trust funds were exhausted, he will do a final summary that may be used as a legacy for information.

h. **BOARD TASK REPORT**

Chair Holland noted the May 2020 date change for the Downtown Reno Statistical update. Director Scott confirmed this change stated that a May 2020 report will be able to provide a year's worth of data after the renovation.

Director Scott noted that Washoe County Security Administrator Ben West has planned on providing a security update at the November Board meeting.

7) **STAFF ANNOUNCEMENTS**

None

8) **PUBLIC COMMENT**

None

9) **BOARD COMMENT**

Chair Holland informed the Board that the Washoe County Board of Commissioners (BCC) planned on acknowledging FWCL at a BCC meeting.

- Public Information Officer Andrea Tavener noted it occurred at the BCC meeting of October 15, 2019.
- Ms. Tavener informed the Board that the Sierra View Library was hosting a potluck to acknowledge FWCL on Wednesday, November 13, 2019, starting at 3:30 pm.

10) **ADJOURNMENT**

Chair Holland adjourned the meeting at 5:47 pm.

TO: Washoe County Library Board
FROM: Ben West, Washoe County Security Administrator
RE: Washoe County Library Security Report by Washoe County Security Administrator Ben West
DATE: November 20, 2019

There is no written material on this item.
An oral report will be made at the meeting.

TO: Washoe County Library Board
FROM: Andrea Tavener, Development and Public Information Officer
RE: Acknowledgement of 4th Quarter Fiscal Year 2018/19 Cash and Non-Cash Donations Received by the Library System Between April 1 and June 30, 2019 for a Total of \$3,568
DATE: November 20, 2019

Background: Washoe County Library System receives monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by Library staff and the public and are normally brought to the Board on a quarterly basis.

In this acknowledgment, the list includes the names of donors from April 1, 2019 – June 30, 2019. The attached document identifies all cash donations and grants totaling \$3,568 and in-kind support.

Recommendation: Staff recommends that the Trustees accept the attached report and acknowledge the named library supporters for the 4th Quarter of Fiscal Year 2018-2019.

We receive monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by the Library Board of Trustees, staff and the public. The list includes the names of donors from April 1, 2019 through June 30, 2019.

Cash Donations: \$3,568.00

- Joel and Megan Bronk - \$50 (NW-Juvenile Books)
- Jack Dalton - \$1,000.00 (IV-General Use)
- JoD Davison - \$50.00 (Systemwide Adult books)
- Patty Engels and Dick Medland - \$500.00 (Systemwide-General Use)
- Amy Guinan - \$25.00 (IV)
- Alex Holland - \$300.00 (Systemwide Use)
- Lauretta Malone for Beta Sigma Phi - \$40.00 (SS)
- Carolyn Metzke a thank you for the Tech Café help she received at Reno Library \$20.00 (RN)
- Nathan and Varvara Payne - \$79.00 (Systemwide)
- Rotary Club of Tahoe Incline - \$800.00 (IV-VR Project)
- June Sebo," in memory of Mitch" - \$300.00 (Systemwide)
- Betty Sorensen - \$100.00 (SP-Books/Materials)
- South Valleys Bridge Group "in memory of Lolita West" - \$304.00 (SO-Bridge Tables)

Non-Cash Donations

- Yangqin Aha of Melody China for music program (IV)
- Tony Berendsen, Tahoe Star Tours, "Star Tours" program (IV, RN, SO, SP)
- Amy Berry, Tahoe Fund, DIY Clinic (IV)
- Leslie Castle, Patagonia, (IV)
- Jake Castro, Village Ski Loft, DIY Clinic (IV)
- Kaitie Christensen for Write a Story program (SS)
- Justin Dobson, Swire Coca-Cola, assorted products for Weird Science programs (IV)
- Joy Foremaster, KNPB, Clouds STEAM program (SO)
- Christina Frederick, Tahoe Talks Program (IV)
- Gordon Gossage, Tahoe Talks Program (IV)
- Historic Reno Preservation Society program series (RN, NW)
- Carrie Jensen, One Truckee River, Science of Life programs (RN)
- Robert King, Tahoe Talks Program (IV)
- Jamie Klund, Family Estate Planning Series (SV)
- Scott Knauf, Kiwanas, DIY Clinic (IV)
- KNPB TV promotion spots for Summer Reading Program
- Marsy Kupfersmith, Seniors Series programs (SV, NW)
- Rod Lambourne, 'The Time to Ride USA clock (SO)
- Barbie, Lexie's Gift, Say Yes to the Prom Dress program (IV)
- Mahjongg Group for donation of two card tables (SS)
- Jessica Marsala, The Children's Cabinet, Pinwheels for Prevention (NW)
- Maureen McBride for Write a Story program (SS)
- Nadya Muchoney and Su'ad Yoon, UNR, The Chemical Ecology Program (SO)
- Ellen Palestrant, color & Creativity program (SO)
- Paws for Love Therapy Dogs, Barbara Dayes, program (multiple WC Libraries)
- Monica Peterson, UNR Cooperative Extension, Little Cooks, Little Books program held (RN, NV, SP)
- Nancy Podewils-Baba, Sierra Watercolor society's Art Angels Program (SO)
- Jim Regan, RHP Mechanical Systems, assisted in Hydration Station (NV)
- Jennifer Robinson, Sierra NV Journeys, Science of Life Programs (RN, SP, SV)
- Tyler Rock, Geek Squad – Best Buy, DIY Clinic (IV)
- Karl Rogne, Olympic Bike Shop, DIY Clinic (IV)
- Sage Sauerbrey, Tahoe Talks Program (IV)
- Bridget Tevnan, Reno Bike Project, DIY Clinic (IV)
- Josette Thomas Children's Book Themed Painted Rocks for display (SS)
- Shevawn VonTobel, UNR, Artists Workshop (SV)
- Lena Wright, Artown reception program and gallery display (SS)

<u>KEY</u>		
CC – Children’s Coordinator	SYS – <u>Systemwide</u>	TECH - Technology
TS – Technical Services	DT- Duncan-Traner	IV – Incline Village
NV – North Valleys	NW – Northwest Reno	RN – Downtown Reno
SC – Senior Center	SO – South Valleys	SP – Sparks
SS – Spanish Springs	SV – Sierra View	VE - Verdi

We strive to ensure that our donors and supporters are recognized accurately. If we have inaccurately not listed you, or if a mistake has been made, please let us know so we can correct it. Thank you!

TO: Washoe County Library Board
FROM: Andrea Tavener, Development and Public Information Officer
RE: Acknowledgement of 1st Quarter Fiscal Year 2019/20 Cash and Non-Cash Donations Received by the Library System Between July 1 and September 30, 2019 for a Total of \$1,630
DATE: November 20, 2019

Background: Washoe County Library System receives monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by Library staff and the public and are normally brought to the Board on a quarterly basis.

In this acknowledgment, the list includes the names of donors from July 1, 2019 – September 30, 2019. The attached document identifies all cash donations and grants totaling \$1,630 and in-kind support.

Recommendation: Staff recommends that the Trustees accept the attached report and acknowledge the named library supporters for the 1st Quarter of Fiscal Year 2019-2020.

We receive monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by the Library Board of Trustees, staff and the public. The list includes the names of donors from July 1, 2019 through September 30, 2019.

Cash Donations: \$ 1,630.00

- Bee Inclined, Magaret Davis for 1 meeting room table - \$85.00 (IV)
- Jod Davison, for Gardening Books - \$50.00 (SP)
- Gail Stevens Bradley IMO for Barbara Currie - \$40.00 (Systemwide)
- Lindsey Harmon - \$155.00 (SP)
- Alec 'Wayne' Holland - \$300 (Systemwide)
- Carolyn Misumi for Adult and Seniors Library Materials - \$1,000.00 (NW)

Non-Cash Donations

- Cathy Averett and Phoebe Judge, Patagonia for DIY Clinic (SP)
- Becky Bell for Tahoe Treks Program (IV)
- Kathleen Couture for DIY Clinic (SP)
- Marie Fong, Rancho San Rafael Regional Park for Practically Perfect Poultry program (SO)
- Mark Kalisch for DIY Repair Clinic (SP)
- Keeli Killian for Tahoe Talks Program (IV)
- Scott Knauf, Kiwanis for DIY Clinic (SP)
- Sue Malek for Three-part speaker series on Genealogy (NV)
- Chloe Morfett for Tahoe Talks Program (IV)
- Susan Neeley for DIY Clinic (SP)
- Sue Payton for Quilt Squares for the North Valleys Library Quilt (NV)
- Debbie Posnien for Tahoe Talks Program (IV)
- Will Richardson for Tahoe Treks Program (IV)
- Dr. Timothy Standerfer, DDS, for donation of children's tooth brushes for KNPB Dental Hygiene program
- Richard Stanley, Mastercraft Hardwood Lumber for donation of wood August MakerSpace project (NV)
- Cristy Wyckoff for donation of Tooth brushes and dental floss for KNPB program (NV)

<u>KEY</u>		
<i>CC – Children's Coordinator</i>	<i>SYS – <u>Systemwide</u></i>	<i>TECH - Technology</i>
<i>TS – Technical Services</i>	<i>DT- Duncan-Traner</i>	<i>IV – Incline Village</i>
<i>NV – North Valleys</i>	<i>NW – Northwest Reno</i>	<i>RN – Downtown Reno</i>
<i>SC – Senior Center</i>	<i>SO – South Valleys</i>	<i>SP – Sparks</i>
<i>SS – Spanish Springs</i>	<i>SV – Sierra View</i>	<i>VE - Verdi</i>

We strive to ensure that our donors and supporters are recognized accurately. If we have inaccurately not listed you, or if a mistake has been made, please let us know so we can correct it. Thank you!

TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Presentation of Special Recognition Certificates to Branch
Managers Hosting Summer Lunch Program
DATE: November 20, 2019

There is no written material on this item.
An oral report will be made at the meeting.



WASHOE COUNTY
LIBRARY SYSTEM

Washoe County Library System

Annual Report 2018-2019



Connect

Gather

Explore



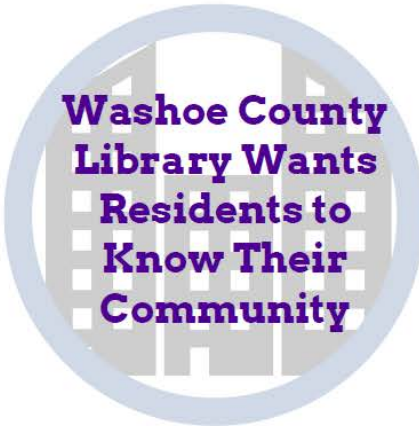
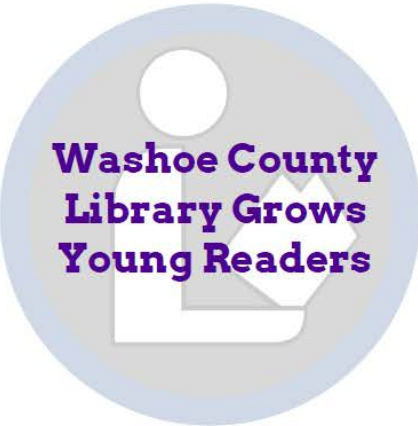
STRATEGIC PLAN FY 2018-20

WASHOE COUNTY LIBRARY SYSTEM washoecountylibrary.us



Our Mission is to connect people with information, ideas and experiences to support an enriched and engaged community, one person at a time.

Our Vision is that all Washoe County residents benefit from the Library's support of literacy and self-education.



Community Hub

- Renovation of Downtown Reno Library (May 2019) (Community Hub)
- Downtown Reno Library Seven Day Service (January 2019) (Community Hub)
- Installation of a decorative cap at Downtown Reno Library to preserve exterior wall and help promote the library (June 2019) (Community Hub)
- Key Card Access at eight libraries (October 2018) (provide after hour reservations and access without staff intervention) (Community Hub)



Community Hub

- Online Room Reservation (2019) (public can now reserve rooms online) (Community Hub)
- Hosted Early voting and voting for 2018 elections (Community Hub)
- AED Machines provided at eight branches (2019) (Community Hub)
- NARCAN with staff training by Ridgehouse at eight libraries (2019)(Community Hub)
- Community Court at Downtown Reno Library (March 2019) (Community Hub)



Grow Young Readers

- Washoe County Manager's Choice Impact Award for Early Literacy Programming (October, 2018) (Growing Young Readers)
- Expanded Year-Round Kids Café Sparks, North Valleys and Duncan-Traner (Starting Fall, Winter, and Spring Break 2019-2020)



Grow Young Readers

- NACO Awards for The Quad and Kids Café free lunch at libraries (April 2019) (Grow Young Readers/Express Creativity)
- Washoe County Impact Award: Quality Public Service for Summer Lunch Program
- United Way Board Member, Nevada Reading Coalitions received Pacesetter Award for early literacy work by Campaign for Grade-Level Reading Organization (2019) (Grow Young Readers)
- Partners with Nevada Reading Coalition for Summer Reading Sign-ups in 2019 (Grow Young Readers)
- Explorer Brochure published quarterly (Summer, Fall, Winter, Spring) All of the library activities in one booklet (Grow Young Readers)



Express Creativity

- Launched VR Pilot Program (Fall 2018) (Express Creativity)
- Opened the Quad Makerspace (August 2018) (Express Creativity)
- 3D Printer Custom Printing (August 2019) (Express Creativity)
- New Computer Classes (Express Creativity)



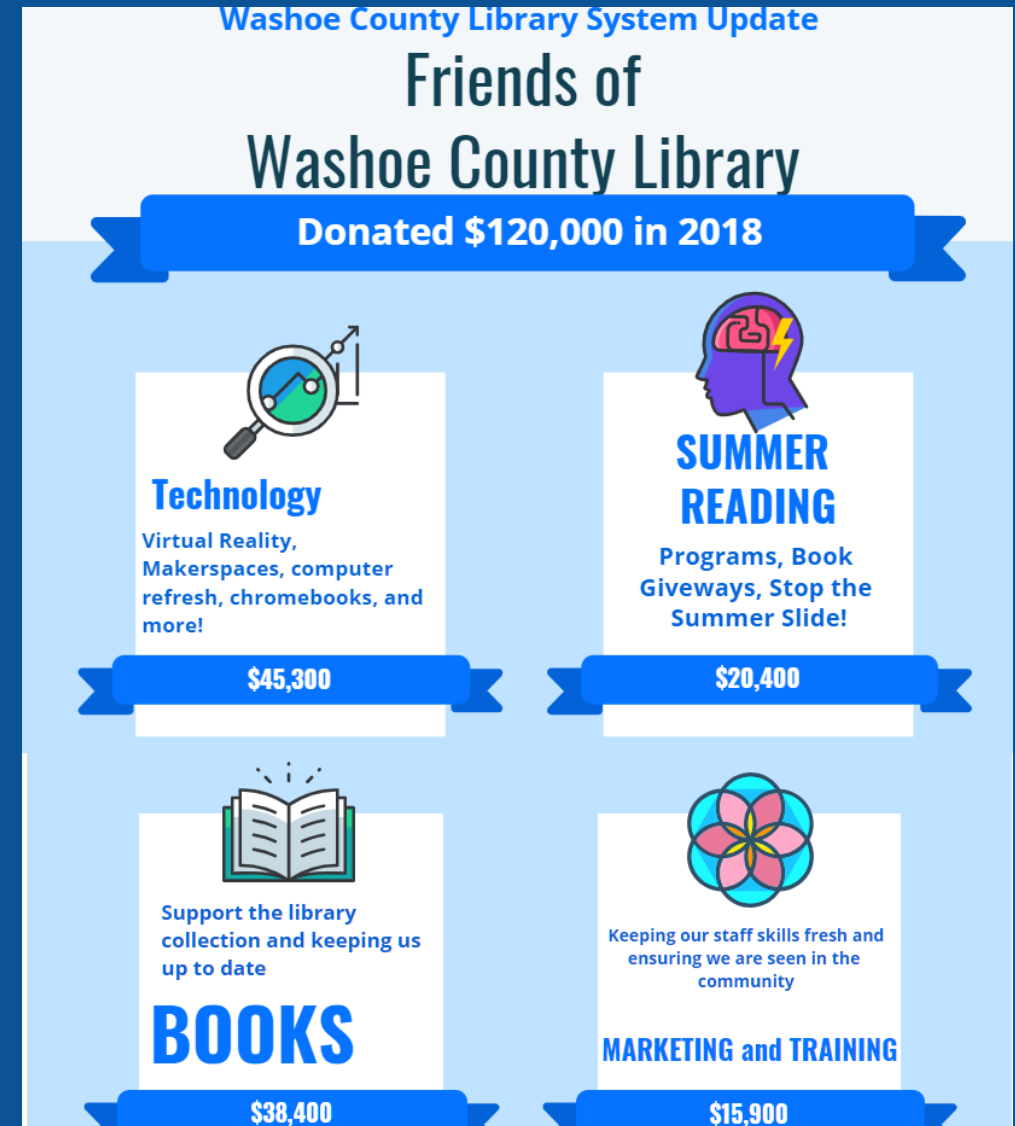
Know Your Community

- Library Director Jeff Scott's Nevada Library Association President Term started 2019 (Know Your Community)
 - Developed an advocacy plan with increased visits from NLA to the Nevada State Legislature
 - Advocated for permanent Nevada State Library Funding (funding increased \$422,000)
 - Advocated for school librarian mandates at the Nevada State Legislature
 - Protected School Librarian positions by advocating for all that they do
 - Hosting the 2019 Nevada Library Association conference in Downtown Reno November 3-4, 2019



Financial Support

- Friends of Washoe County Library provided \$130,000 last year to support Technology, Summer Reading, Books, Marketing and Training.



Upcoming in 2020

- Automated Materials Handler installation at Sparks and South Valleys Libraries (December 2019)
- Jail Library Services (Ongoing)
- Book Bike/ Bookmobile Services (Possible pilot at Incline)
 - <https://www.lamag.com/citythinkblog/see-ednita-kellys-totally-inspired-and-award-winning-book-bike/>
- New Five Year Strategic Plan (2021-2026)
- New Fundraising Strategy (2020)
- Feedback Loop With Public (2020)
- Leadership Team Retreat (2020)
- Increased Recognition for Staff Member Contributions (2020)
- Diversity Service Team (2020)
- Sparks Library Renovation (2020)
- Northwest Library Renovation (2020)
- New North Valleys Library (On Washoe County CIP Plan 2021-2025)
- 2020 Census Support (2020)
- 2020 Early Voting and Voting Location (2020)





WASHOE COUNTY
LIBRARY SYSTEM

Thank you!

Connect

Gather

Explore





NORTH VALLEYS LIBRARY & SIERRA NEVADA JOB CORPS PARTNERSHIP

Presented by: Jonnica Bowen, North Valleys
Library

NORTH VALLEYS LIBRARY

- 46 years serving North Valleys community
- Opened on rented UNR site 1973 Stead, Nevada
- 1988 moved to current location in Golden Valley



Story Time Stead Library 1979



SIERRA NEVADA JOB CORPS

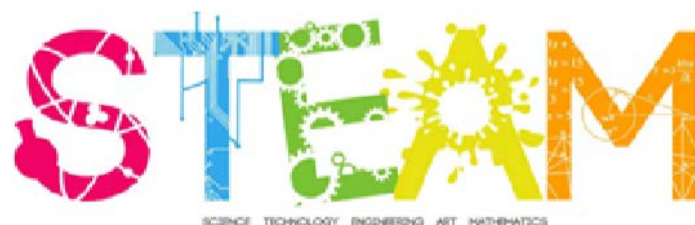


- 40 years continuous service to Nevada
- Free vocational, career, technical training
- 16-24 age groups
- Residential campus
- Below poverty level socio-economic demographics

<https://www.facebook.com/snjcc.oa.reno/photos/a.258819241307911/532675593922273/?type=3&theater>



SPRING 2018



Color Washing & Image Transfer



Tuesday April 17th
3:45-4:45 pm

Learn about the
influencing power of
images and color while
making your own
poster!

MAKE IT WITH

YOUR LIBRARY!

North Valleys Library
1075 North Hills Boulevard #340
Reno, Nevada 89506
775-972-0281

Tuesday 10 am-6 pm
Wednesday 10 am-7 pm
Thursday-Friday 10 am-6 pm
Saturday 1 pm-4 pm
Sunday-Monday Closed

WASHOE COUNTY LIBRARY SYSTEM washocountylibrary.us



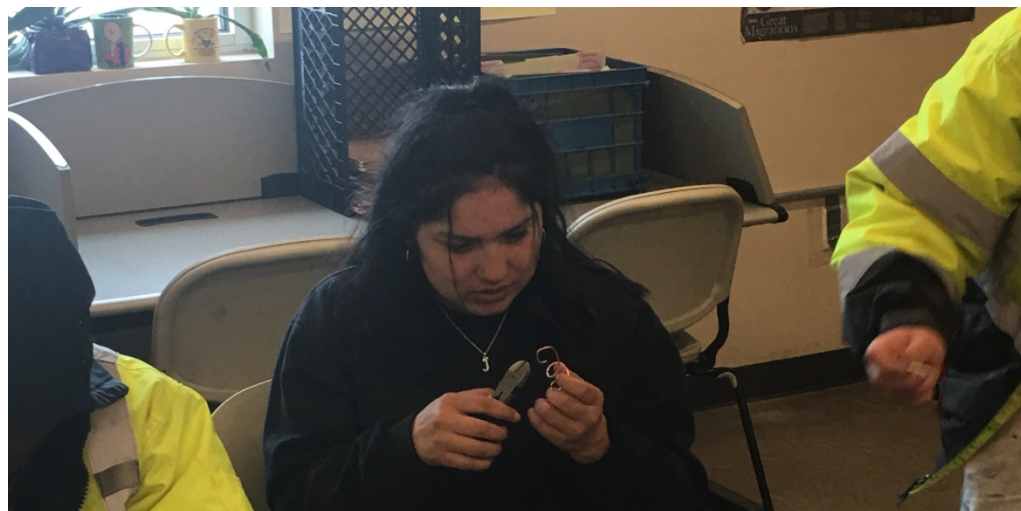
MONTHLY STEAM WORKSHOPS

KITCHEN SCIENCE: MAKING BUTTER



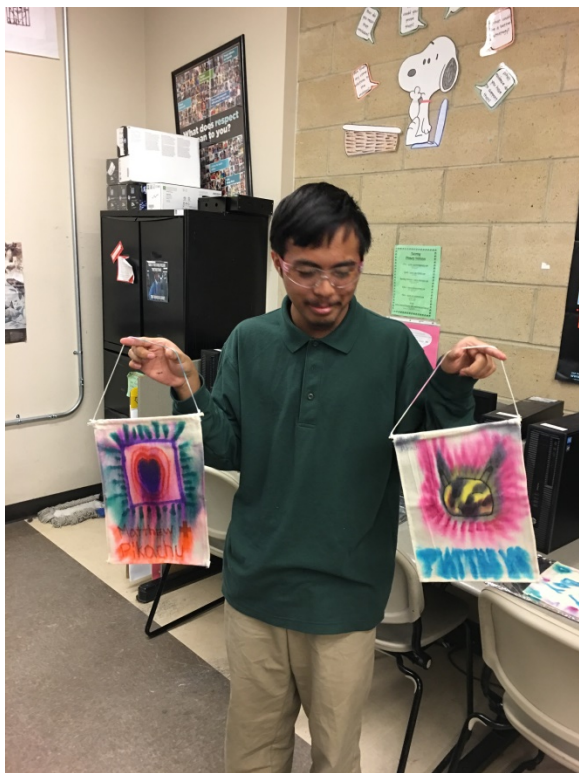
MONTHLY STEAM WORKSHOPS

HOMOPOLAR MOTORS

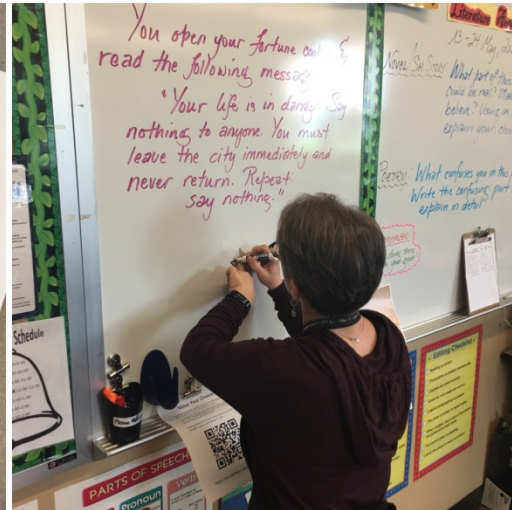
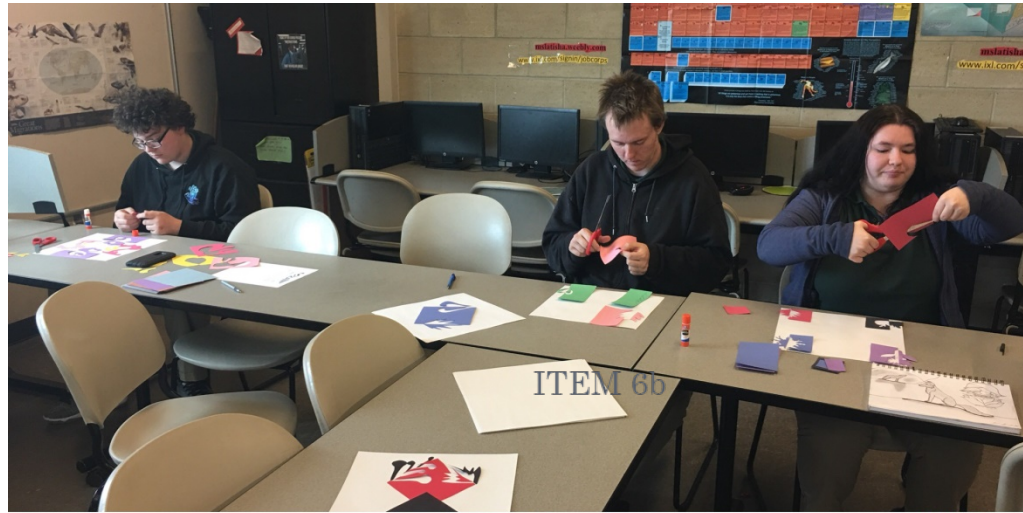


MONTHLY STEAM WORKSHOPS

DISSOLVING INK



MONTHLY STEAM WORKSHOPS TESSELLATIONS & NOTAN



STEAM

DIY Edible Fake Blood

Tuesday, October 22nd
4-4:45 pm

Get hands-on with
this kitchen chemistry
experiment and make a
deliciously tasty treat!

MAKE IT WITH
YOUR LIBRARY!



North Valleys Library	Tuesday	10 am—6 pm
1075 North Hills Boulevard #340	Wednesday	10 am—7 pm
Reno, Nevada 89506	Thursday-Friday	10 am—6 pm
775-972-0281	Saturday	1 pm—4 pm
	Sunday-Monday	Closed

WASHOE COUNTY LIBRARY SYSTEM washoecountylibrary.us



EBOOK SPENDING ANALYSIS

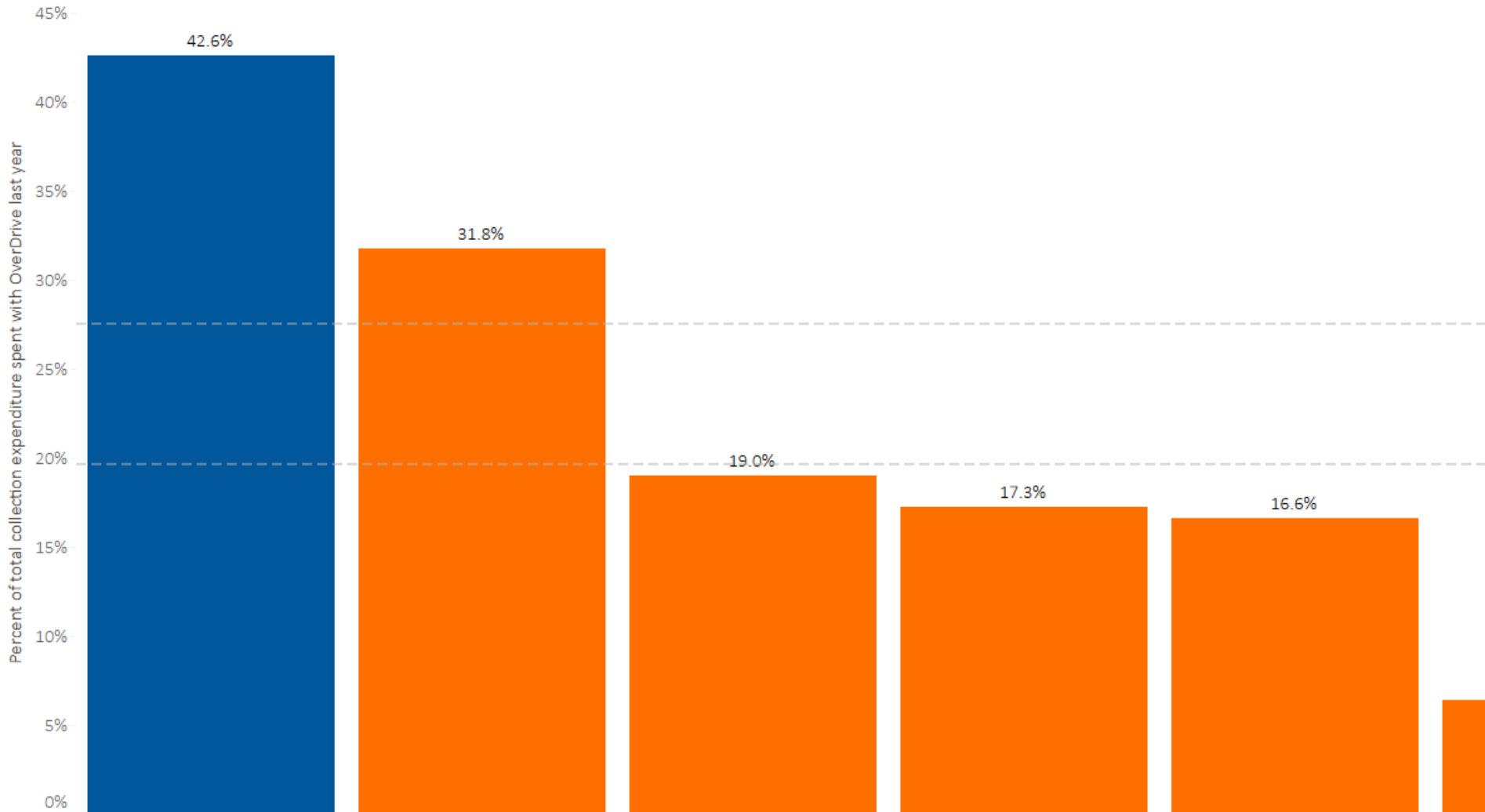
November, 2019

Washoe County Library

Debi Stears, Collection Development Manager

Percent of Total Collection Expenditures Allocated to OverDrive

Last year's values for library and peers



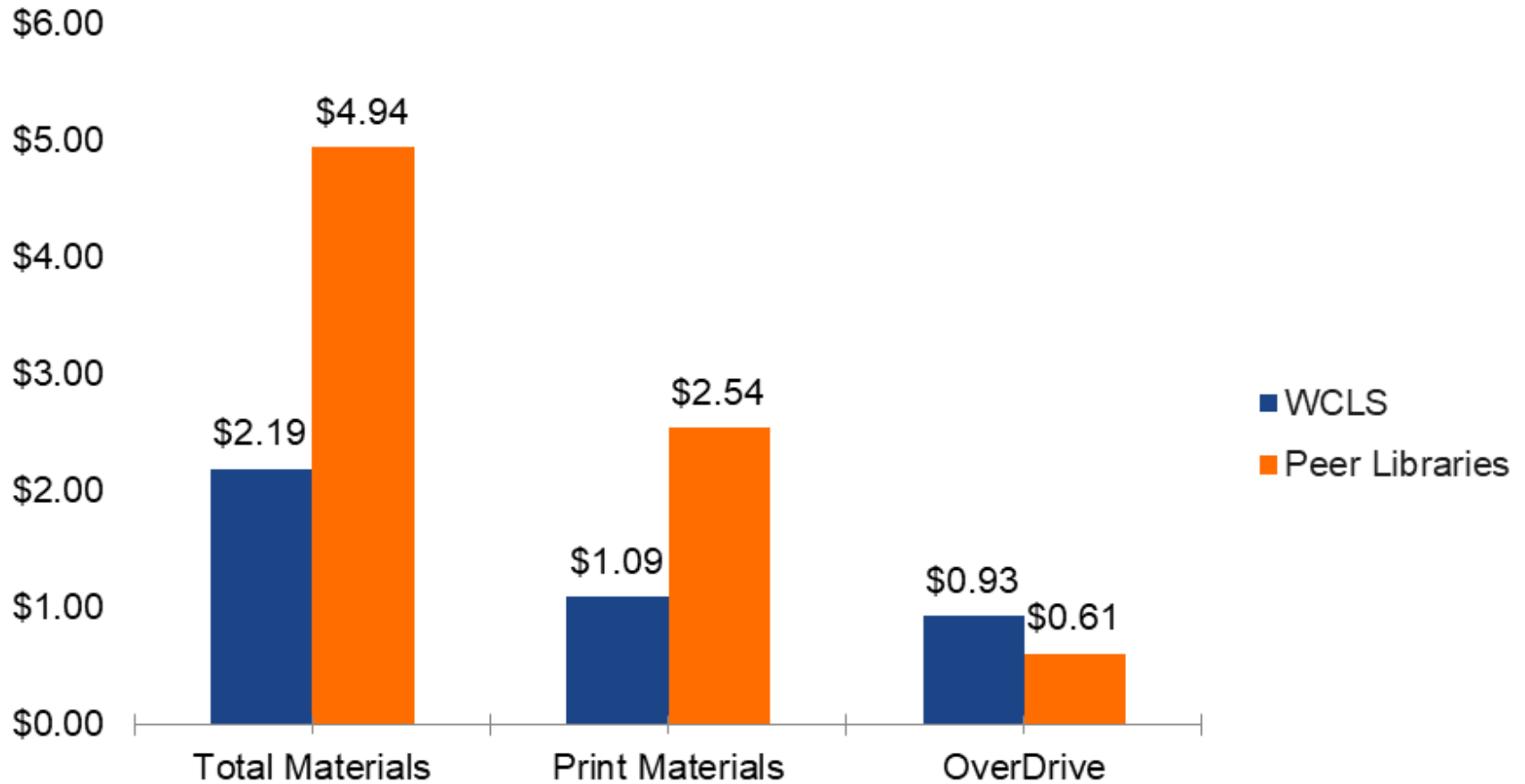
Total collection expenditure data from Institute of Museum and Library Services (IMLS) Public Library Survey, 2017.

The All-Star average includes 16 Digital Collections from your territory.

All-Star libraries are committed to and consistently engaged with OverDrive, as evidenced by a high spend as percent of TCE and high percent of total checkouts with OverDrive.

Library Peer

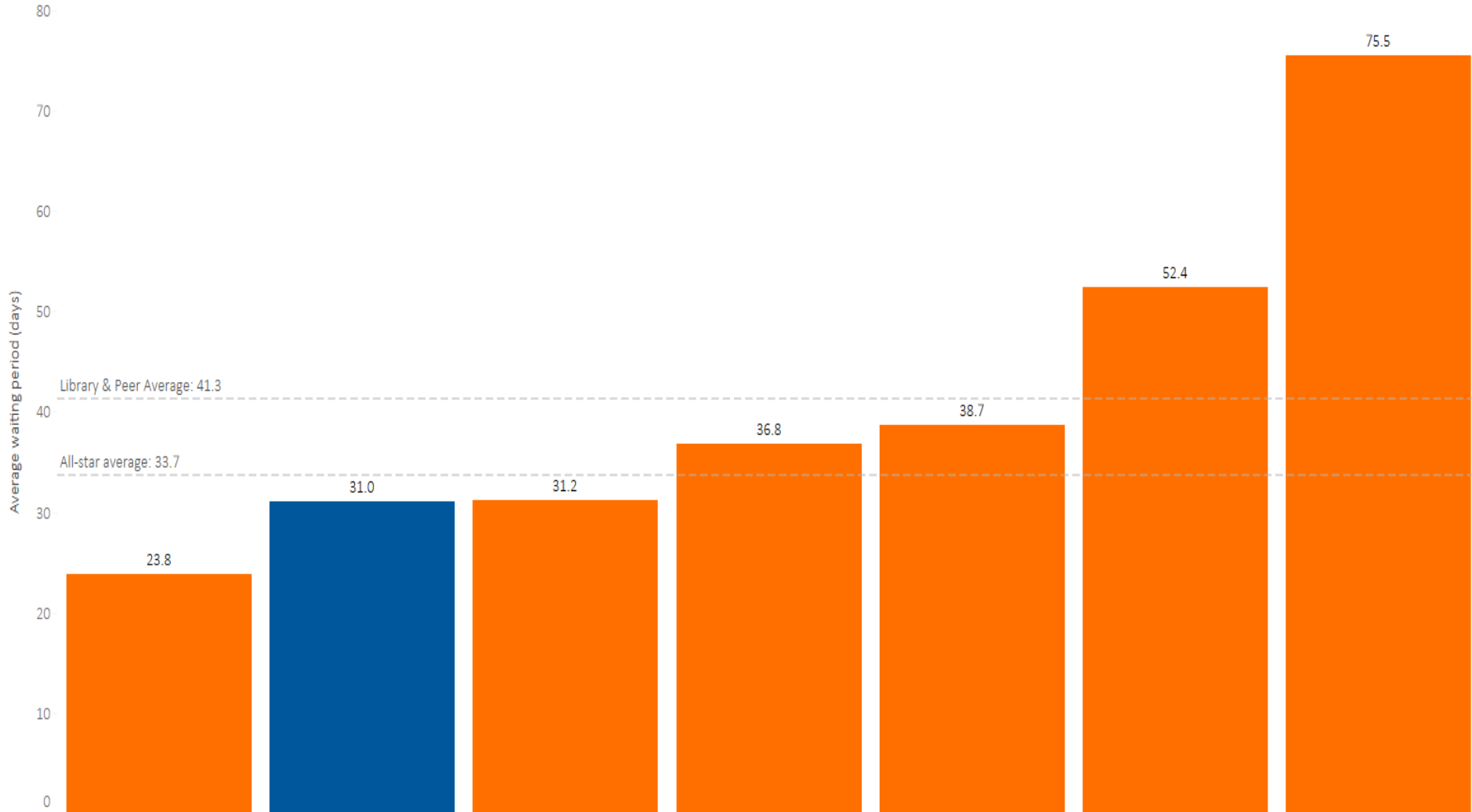
Average Spend Per Capita



Average Waiting Period

Current values for library and peers

ITEM 6c



Typically, LOWER average waiting periods are associated with better user experience.

The All-Star average includes 16 Digital Collections from your territory.

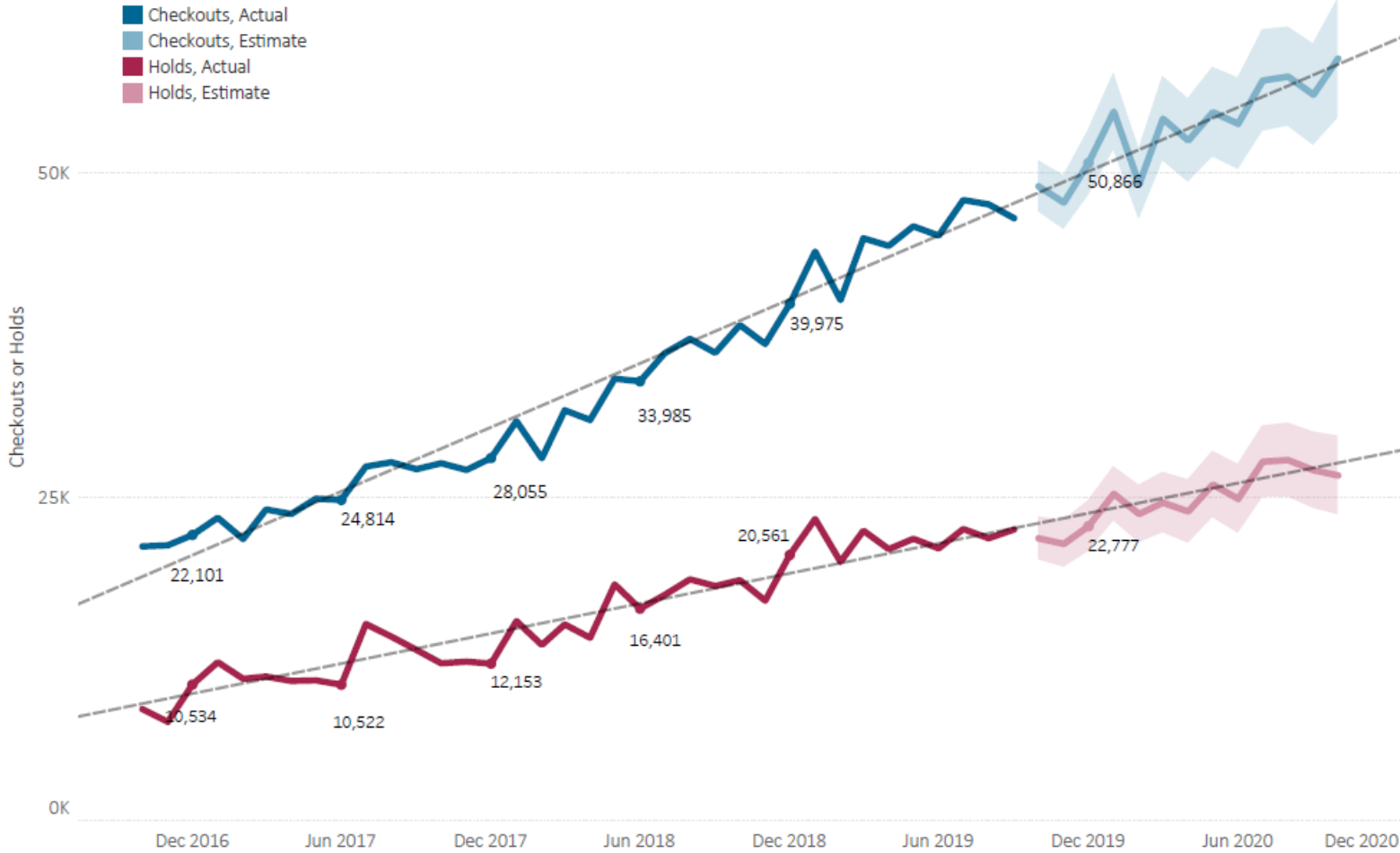
All-Star libraries are committed to and consistently engaged with OverDrive, as evidenced by a high spend as percent of TCE and high percent of total checkouts with OverDrive last year, in addition to other factors.

Library Peer



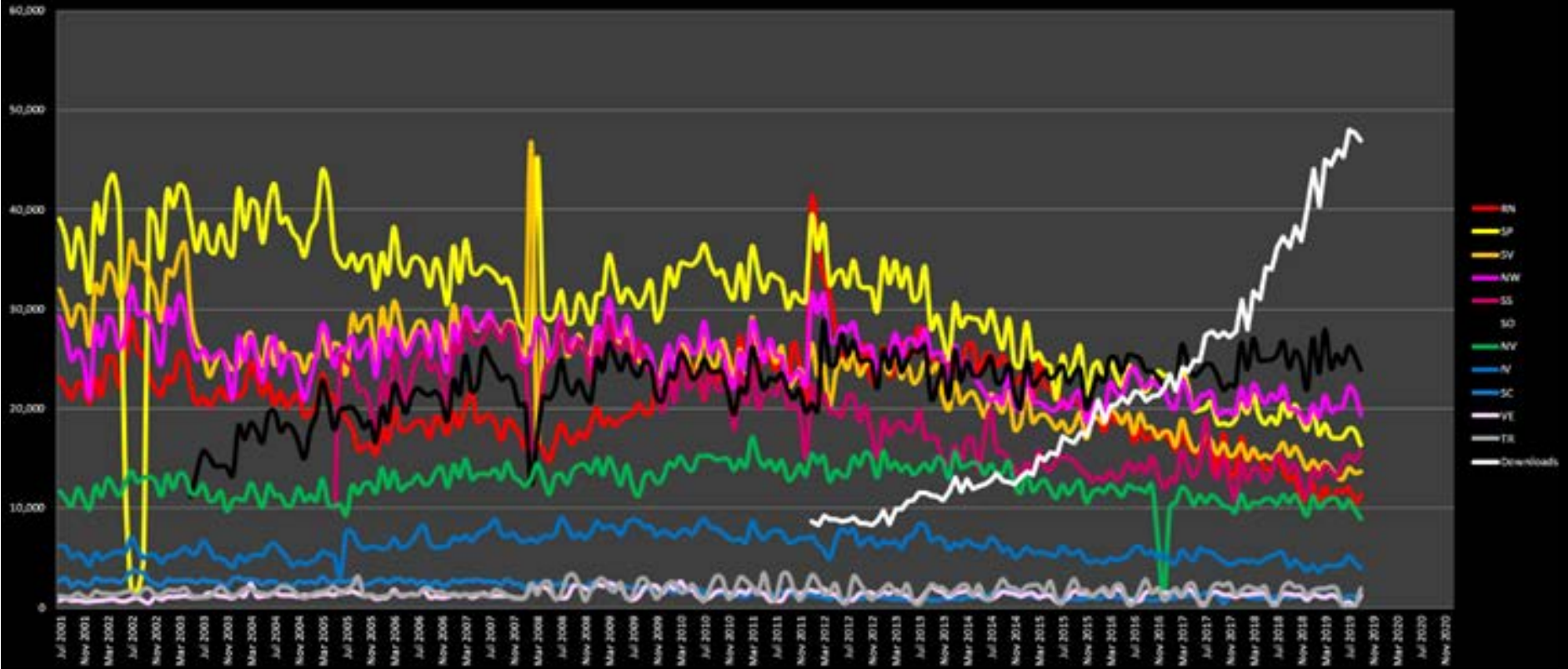
Washoe County Library System (NV)

Forecasts



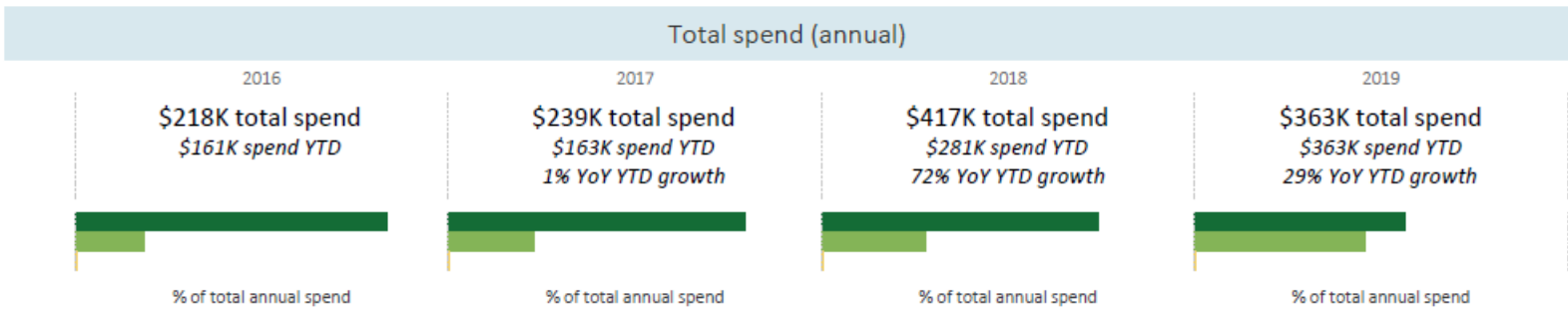
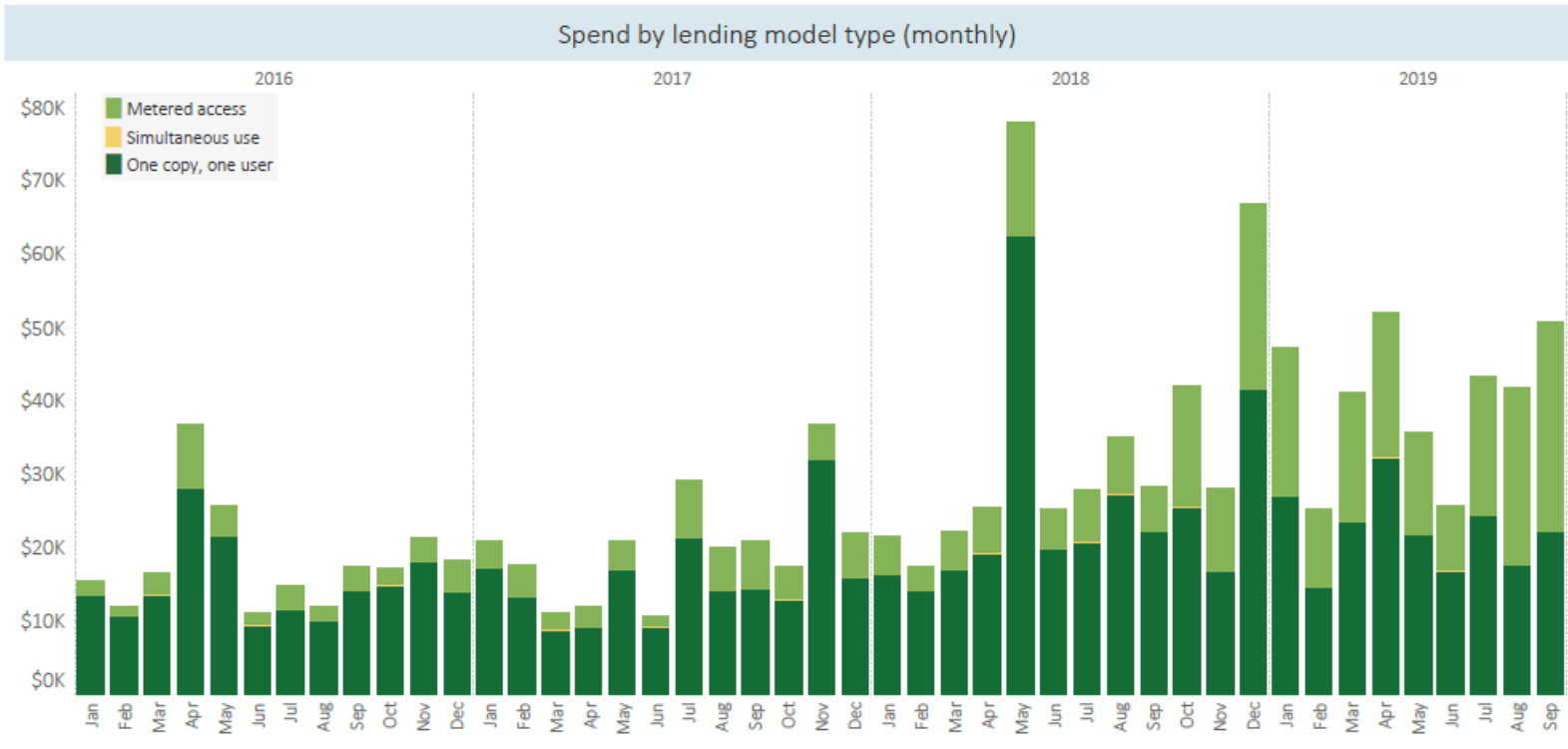
Circulation by Branch 2001- present

Checkouts





Washoe County Library System (NV) January 2016 - September 2019



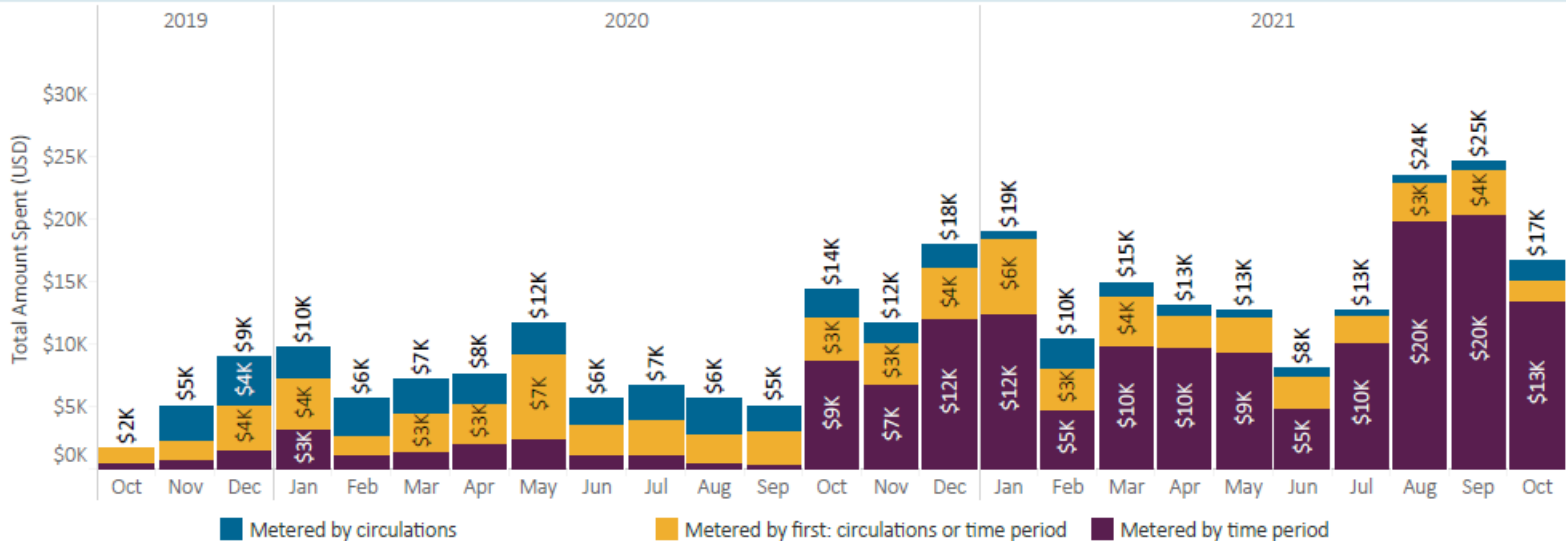


Renewal 24-Month Forecast Washoe County Library System

Future expirations summary			
Digital Collection	Titles Expiring	Units Expiring	Total Amount Spent (USD)
Washoe County Library System	7,130	8,840	\$278,873

Forecasted expirations summary by model			
Access Model	Titles Expiring	Units Expiring	Total Amount Spent (USD)
Metered by circulations	2,992	3,334	\$43,267
Metered by first: circulations or time period	1,391	1,756	\$78,471
Metered by time period	2,747	3,750	\$157,135
Grand Total	7,130	8,840	\$278,873

Total spent on expiring content by future month and model



FRIENDS
OF
Washoe County Library



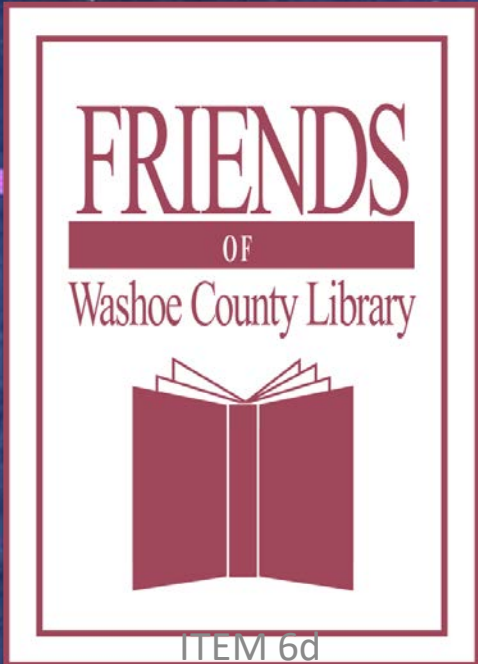
WCLS SUMMMER READING

Sign-ups
2,361

Minutes Read ~ 873,246
Events Attended ~ 17,775 points
Missions ~ 1070 points

Completion
617

Total Engagement ~ 892,091



Summer Reading 2019

What our Patrons
are saying...

"We spent quality time bonding together as a family to read and provided an essential foundation for our young children's education, social/emotional development, future employability, crime prevention, and a lifetime of learning! Thank you so much! Your resources are invaluable!"

"My child loves picking out book prizes. He still picks those books out from last summer and proudly asks to read his prizes. He also loved this year's space theme."

"The library events were fantastic, allowing us to meet people in the community while participating in engaging activities."

Didgeridoo Down Under Australian Music

Libraries-10
Attendance-839
Average-84

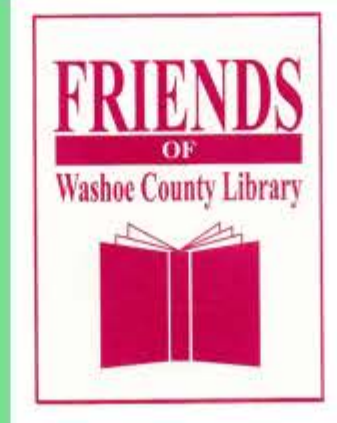
Education, Motivation, Entertainment!



THANK YOU



Will Thoren the "Didge!"



A Pirate's Life with Captain Dogfish Briggins and Macaws!



Libraries-3
Attendance-102
Average-34

THANK YOU

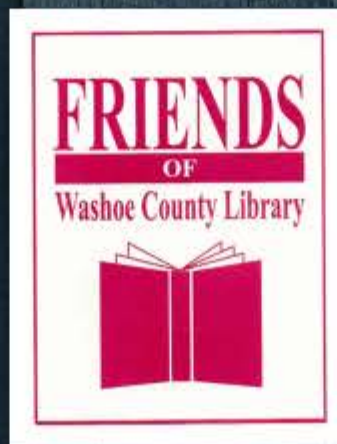
**Captain
Dogfish Briggins**

Universe of Animals presented by Conservation Ambassadors



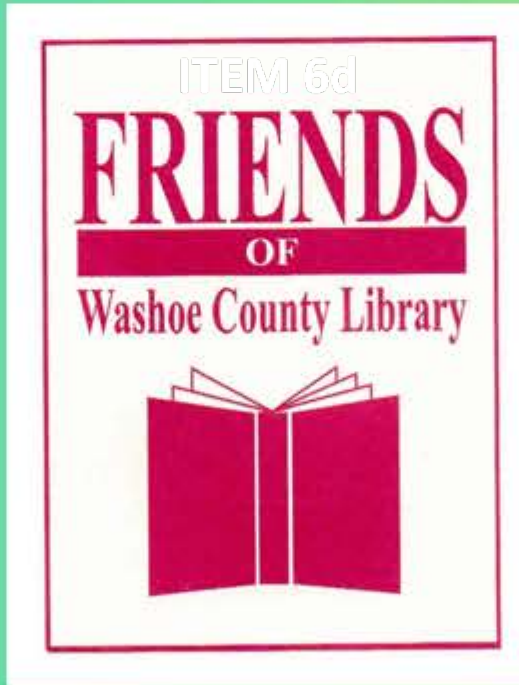
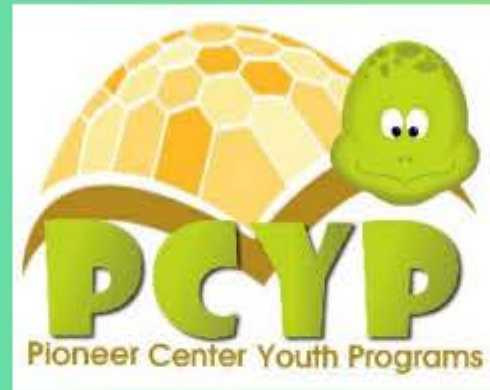
**Libraries-10
Attendance-619
Average-62**

THANK YOU
Conservation Ambassadors!



Pioneer Center for the Performing Arts

Beaupromo Puppetry



**Libraries-4
Attendance-171
Average-43**

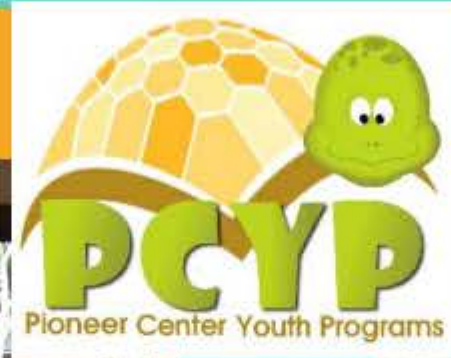
Soul Fisticated



**Libraries-4
Attendance-176
Average-44**

Pioneer Center for the Performing Arts

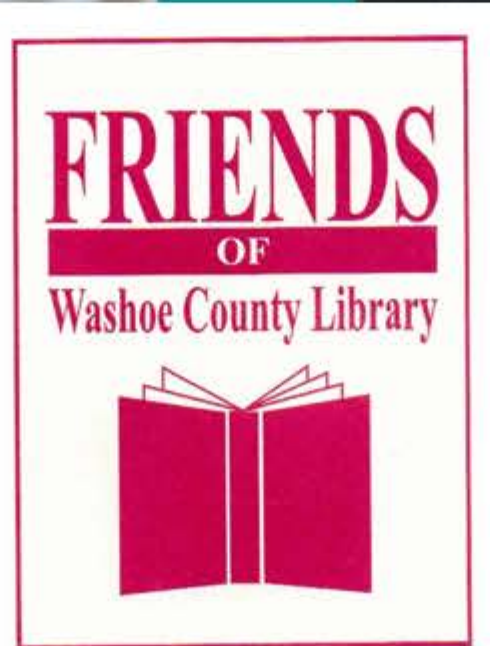
House of Waters



Erika Paul Trio

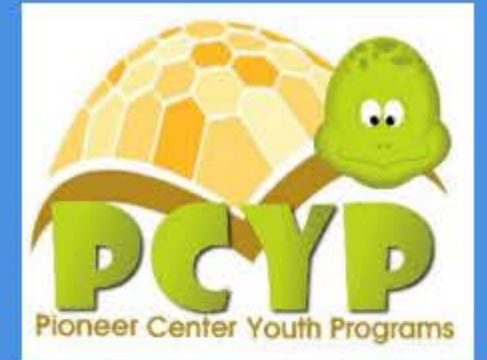


**Libraries-5
Attendance-164
Average-33**



**Libraries-1
Attendance-100**

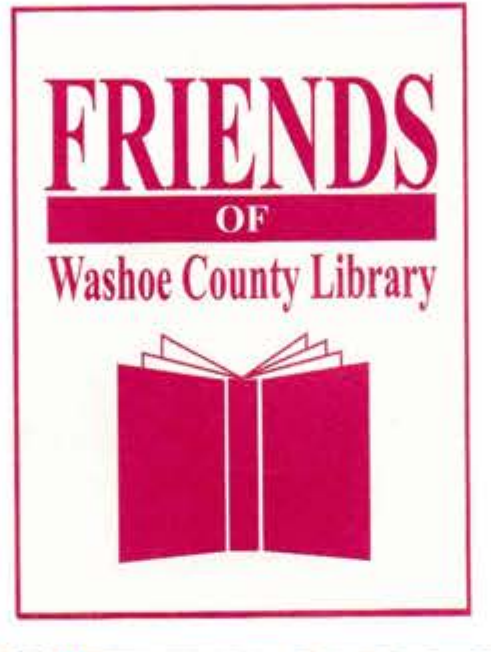
Pioneer Center for the Performing Arts



Tsurunokai



**Libraries-7
Attendance-381
Average-54**



Brüka Theatre

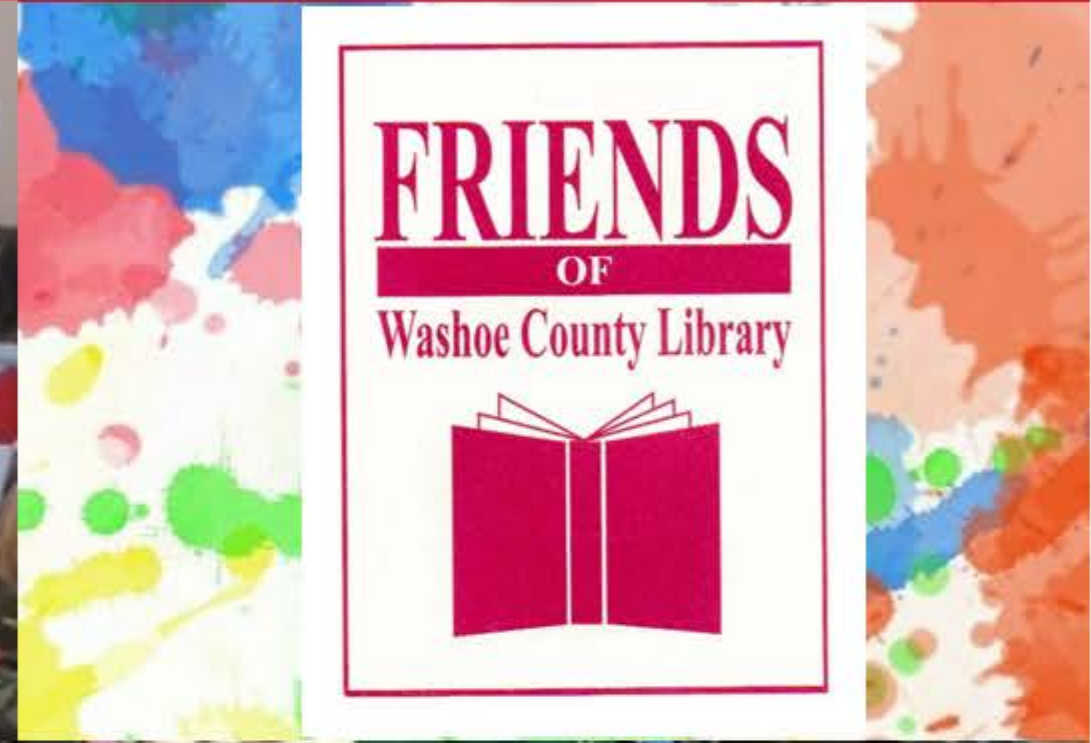
**Libraries-8
Attendance-573
Average-72**





Paint & Snack

ITEM 6d



Libraries-4
Attendance-88
Average-22



ITEM 6d

TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Tacchino Trust Expenditure Update
DATE: November 20, 2019

Background: The Library Board of Trustees receives regular monthly updates regarding the status of expenditures from the Tacchino Trust bequeathment to the Washoe County Library System.

There were no expenditures for the month of October 2019.

To date, Tacchino Trust funds has expended a total of \$471,768.72 with \$99,999.18 of those funds spent on Children's Materials.

The total Tacchino Trust funds available the beginning of November 2019 is \$440,481.28.

Recommendation and Suggested Motion: This agenda item is informational and does not require any action.

1st QUARTER FINANCIAL REPORT

July 1 -September 30, 2019

FWCL ALLOCATION GIFT FUND BALANCES		<i>FWCL Allocations are provided annually between Nov and Jan dependent upon yearly book sales totals</i>									
		7/1/2019	Donations			Donation	Expenditures			Expenses	Difference
			July	August	September	Total	July	August	September	Total	Balance
Friends Allocation 20	\$ 130,000.00										
Friends Carryover	\$ 59,270.10										
TOTAL ALL FRIENDS	\$ 189,270.10										
TECH:Technology (38%)											
Carryover	\$ 27,468.99										
2019 Allocation	\$ -										
TOTAL START	\$ 27,468.99										
Makerspace Supplies			\$ -	\$ -	\$ -	\$ -	\$ 1,053.42	\$ 4,435.32	\$ 6,414.42	\$ 11,903.16	
Tech Supplies			\$ -	\$ -		\$ -				\$ -	
System Office OTHER		See Schedule B									
Totals			\$ -	\$ -	\$ -		\$ 1,053.42	\$ 4,435.32	\$ 6,414.42		
	\$ 27,468.99									\$ 11,903.16	\$ 15,565.83
TS:Materials (32%)											
Carryover	\$ 20,290.50										
2019 Allocation											
TOTAL START	\$ 20,290.50										
Technical Services Material Budget encompasses all Friends of Washoe County Library Allocations and donations to Gift Funds for materials for all Library Branches. Friends allocations are generally expended between the months of May and July each year when County expenditures cease between fiscal budget years.											
Programs (9%)											
Carryover	\$ 14,217.64										
2019 Allocation											
TOTAL START	\$ 14,217.64										
Programs Payments			\$ -	\$ -	\$ -	\$ -	\$ 1,050.00	\$ 7,250.00	\$ 1,035.00	\$ 9,335.00	
Totals			\$ -	\$ -	\$ -		\$ 1,050.00	\$ 7,250.00	\$ 1,035.00		
	\$ 14,217.64									\$ 9,335.00	\$ 4,882.64
Marketing (7%)											
Carryover	\$ 5,520.56										
2019 Allocation											
TOTAL START	\$ 5,520.56										
Program Supplies			\$ -	\$ -	\$ -	\$ -	\$ 400.13	\$ 90.14	\$ 49.82	\$ 540.09	
Social Media/Subscriptions			\$ -	\$ -	\$ -	\$ -				\$ -	
SWAG			\$ -	\$ -	\$ -	\$ -				\$ -	
Operating Supplies			\$ -	\$ -	\$ -	\$ -	\$ 3,523.92			\$ 3,523.92	
Totals			\$ -	\$ -	\$ -		\$ 3,924.05	\$ 90.14	\$ 49.82		
	\$ 5,520.56									\$ 4,064.01	\$ 1,456.55
FRIENDS SUBTOTAL	\$ 47,207.19	<i>TS Not Inc.</i>								\$ 25,302.17	\$ 21,905.02

1st QUARTER FINANCIAL REPORT

July 1 -September 30, 2019

FWCL ALLOCATION GIFT FUND BALANCES			<i>FWCL Allocation are provided annually between Nov and Jan dependent upon yearly book sales totals</i>								
		7/1/2019	Donations			Donation	Expenditures			Expenses	Ending Balance
			July	August	September	Total	July	August	September	Total	
*Training (6%)											
Carryover	\$	4,532.78									
2019 Allocation											
TOTAL START	\$	4,532.78									
Donation			\$ -		\$ -	\$ -				\$ -	\$ -
Training			\$ -	\$ -	\$ -	\$ -				\$ -	
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
	\$	4,532.78								\$ -	\$ 4,532.78
CC: *SRP Books (8%)											
Carryover	\$	153.33									
2019 Allocation	\$	-									
TOTAL START	\$	153.33									
Books		\$ 153.33		\$ -		\$ -				\$ -	\$ 153.33
SRP/Childrens OTHER		See Schedule B									
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
FRIENDS SUBTOTAL	\$	51,893.30								\$ 25,302.17	\$ 26,591.13
SCHEDULE B <i>"Branches" that accumulate FWCL Allocations AND Donations that all combine into one account for expenditures</i>											
		7/1/2019	Donations			Donation	Expenditures			Expenses	Ending Balance
			July	August	September	Total	July	August	September	Total	
(CC)CHILDREN'S Coordinator											
ERWIN	\$	-		\$ -	\$ -	\$ -	\$ -			\$ -	\$ -
Totals			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(TS) TECH SERVICES											
MATERIALS (INCLUDES FWCL)	\$	44,079.80	\$ 61.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61.11
GMAGS (PERIODICALS)	\$	15,969.55		\$ 1,000.00	\$ 448.80	\$ 1,448.80	\$ 14.40		\$ 16.83	\$ 31.23	\$ 17,387.12
READING CAMPAIGN	\$	39,967.43				\$ -	\$ 4,440.36	\$ 587.98	\$ 2,786.22	\$ 7,814.56	\$ 32,152.87
Totals			\$ -	\$ 1,000.00	\$ 448.80		\$ 4,454.76	\$ 587.98	\$ 2,803.05		
(TECH) SYSTEMS OFFICE											
Totals		\$ 136.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136.44
TOTAL SCHED B		\$ 56,134.53								\$ 7,845.79	\$ 49,737.54
FRIENDS TOTAL	\$	108,027.83									\$ 76,328.67

1st QUARTER FINANCIAL REPORT

ITEM 6f

July 1 -September 30, 2019

BRANCH GIFT FUND TOTALS		<i>Gift Funds are not maintained on any cycle, but on a continuous basis, until fully expended</i>									
	Beginning Balance	Beginning Balance 7/1/2019	Donations			Donation Total	Expenditures			Expenses Total	Ending Balance
			July	August	September		July	August	September		
(SYS) SYSTEMWIDE	\$ 707,713.93										
UN-DESIGNATED	\$ 1,333.34	\$ 100.00	\$ 100.00	\$ 100.00	\$ 300.00	\$ -			\$ -	\$ 1,633.34	
BOOK BAG SALES	\$ 1,534.50	\$ 82.00	\$ 58.00	\$ 94.00	\$ 234.00				\$ -	\$ 1,768.50	
DISTRICT 3	\$ 500.00				\$ -				\$ -	\$ 500.00	
HEADPHONE SALES	\$ 1,564.00	\$ 120.00	\$ 60.00	\$ 85.00	\$ 265.00				\$ -	\$ 1,829.00	
FWCL HOLDING	\$ 728.39				\$ -				\$ -	\$ 728.39	
INTEREST	\$ (16,782.86)	\$ 1,082.99	\$ 988.72	\$ 265.64	\$ 2,337.35	\$ 69.99			\$ 69.99	\$ (14,515.50)	
TACCHINO	\$ 258,518.28				\$ -				\$ -		
FURN, FIX & EQUIP	\$ 258,518.28				\$ -	\$ 18,037.00			\$ 18,037.00		
MATERIALS	\$ 200,000.00				\$ -				\$ -		
TACCHINO TOTAL					\$ -					\$ 440,481.28	
WHYMAN (BOOK PAGES)	\$ 1,800.00				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	
Totals		\$ 1,384.99	\$ 1,206.72	\$ 544.64		\$ 18,106.99	\$ -	\$ -			
(RN) DOWNTOWN F	\$ 5,922.15										
UN-DESIGNATED	\$ 2,882.24	\$ 145.15	\$ 62.60	\$ 147.40	\$ 355.15	\$ 185.00	\$ 52.66		\$ 237.66	\$ 2,999.73	
BENNETT	\$ 3,039.91				\$ -				\$ -	\$ 3,039.91	
Totals		\$ 145.15	\$ 62.60	\$ 147.40		\$ 185.00	\$ 52.66	\$ -			
(DT) DUNCAN/TRAN	\$ 2,448.96										
UN-DESIGNATED	\$ 1,366.35	\$ 20.00	\$ -	\$ -	\$ 20.00	\$ -	\$ 199.20	\$ 13.63	\$ 212.83	\$ 1,173.52	
BERKBIGLER	\$ 1,082.61	\$ -	\$ -	\$ -	\$ -			\$ 93.57	\$ 93.57	\$ 989.04	
Totals		\$ 20.00	\$ -	\$ -		\$ -	\$ 199.20	\$ 107.20			
(IV) INCLINE VILLAG	\$ 9,500.56										
UN-DESIGNATED	\$ 5,727.05	\$ 360.15	\$ 258.50	\$ 1,222.27	\$ 1,840.92	\$ 930.91	\$ 183.93	\$ 260.12	\$ 1,374.96	\$ 6,193.01	
ROSENBERG	\$ 100.00				\$ -				\$ -	\$ 100.00	
SMALLWOOD	\$ 3,673.51				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,673.51	
Totals		\$ 360.15	\$ 258.50	\$ 1,222.27		\$ 930.91	\$ 183.93	\$ 260.12			
(NV) NORTH VALLEY	\$ 6,220.13										
UN-DESIGNATED	\$ 2,312.88	\$ 189.55	\$ 128.15	\$ 94.60	\$ 412.30	\$ 165.63	\$ 27.25	\$ 173.50	\$ 366.38	\$ 2,358.80	
HYDRATION STATION	\$ 1,069.87				\$ -				\$ -	\$ 1,069.87	
Totals		\$ 189.55	\$ 128.15	\$ 94.60		\$ 165.63	\$ 27.25	\$ 173.50			
(NW) NORTHWEST R	\$ 5,353.72										
UN-DESIGNATED	\$ 5,123.93	\$ 626.30	\$ 735.00	\$ 505.05	\$ 1,866.35	\$ 349.65	\$ 499.29	\$ 58.41	\$ 907.35	\$ 6,082.93	
GALLERY	\$ 229.79				\$ -		\$ 93.59	\$ -	\$ 93.59	\$ 136.20	
Totals		\$ 626.30	\$ 735.00	\$ 505.05		\$ 349.65	\$ 592.88	\$ 58.41			

1st QUARTER FINANCIAL REPORT

July 1 -September 30, 2019

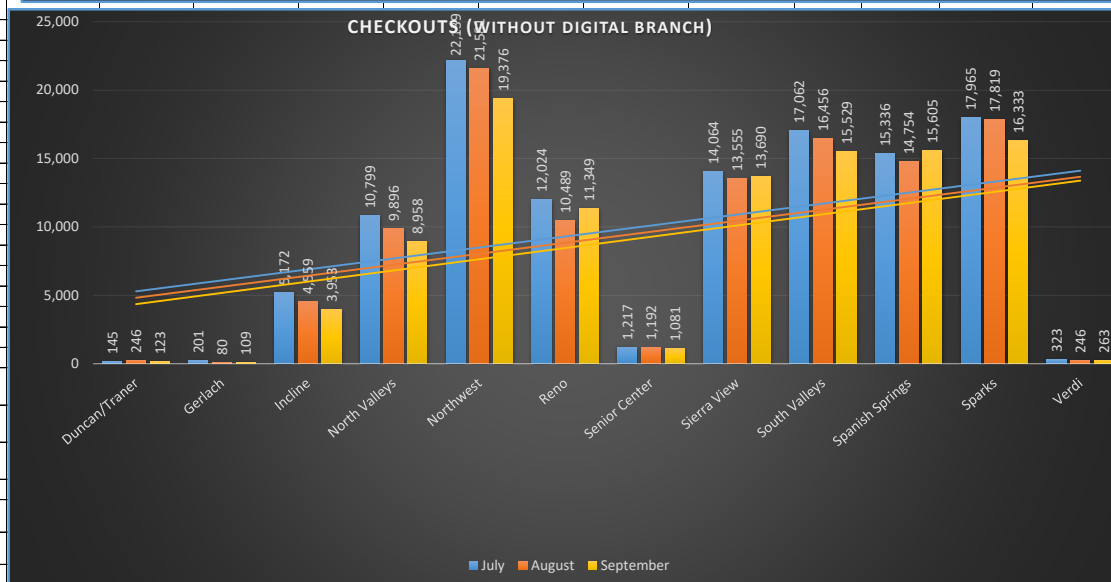
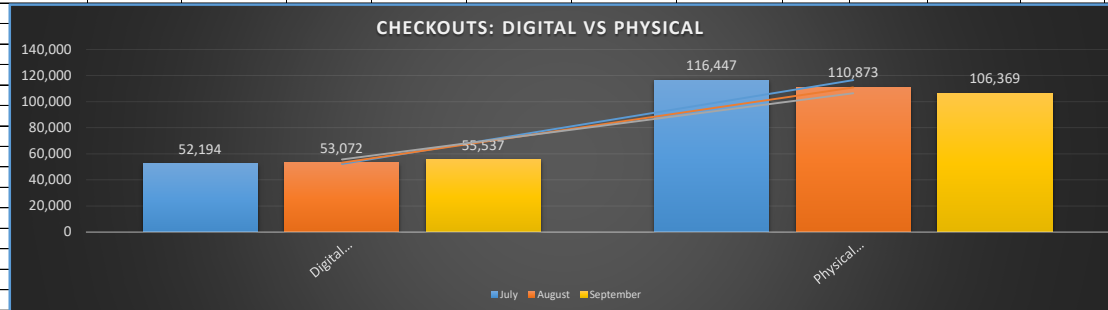
BRANCH GIFT FUND TOTALS											
<i>Gift Funds are not maintained on any cycle, but on a continuous basis, until fully expended</i>											
	Beginning Balance	Beginning Balance 7/1/2019	Donations			Total	Expenditures			Total	Ending Balance
			July	August	September		July	August	September		
(SC) SENIOR CENTER	\$ 46.21										
UN-DESIGNATED		\$ 63.41	\$ -			\$ -	\$ -	\$ -	\$ 21.97	\$ 21.97	\$ 41.44
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ 21.97		
(SV) SIERRA VIEW	\$ 6,427.85										
UN-DESIGNATED		\$ 7,066.06	\$ 743.90	\$ 460.81	\$ 672.00	\$ 1,876.71	\$ 19.63	\$ 145.60	\$ 255.02	\$ 420.25	\$ 8,522.52
Totals			\$ 743.90	\$ 460.81	\$ 672.00		\$ 19.63	\$ 145.60	\$ 255.02		
(SO) SOUTH VALLEY	\$ 14,835.88										
UN-DESIGNATED		\$ 10,234.16	\$ 539.59	\$ 1,259.12	\$ 760.50	\$ 2,559.21	\$ 164.08	\$ 44.78	\$ 494.44	\$ 703.30	\$ 12,090.07
GALLERY		\$ 524.93				\$ -		\$ 38.14		\$ 38.14	\$ 486.79
STEAM		\$ 4,076.79				\$ -		\$ 2,259.99	\$ 205.67	\$ 2,465.66	\$ 1,611.13
Totals			\$ 539.59	\$ 1,259.12	\$ 760.50		\$ -	\$ 2,342.91	\$ 700.11		
(SS) SPANISH SPRING	\$ 14,797.67										
UN-DESIGNATED		\$ 14,689.42	\$ 693.93	\$ 617.95	\$ 692.60	\$ 2,004.48	\$ 875.24	\$ 462.66	\$ 51.76	\$ 1,389.66	\$ 15,304.24
KERMOADE		\$ 108.25				\$ -				\$ -	\$ 108.25
REDFIELD		\$ -				\$ -				\$ -	\$ -
Totals			\$ 693.93	\$ 617.95	\$ 692.60		\$ 875.24	\$ 462.66	\$ 51.76		
(SP) SPARKS	\$ 19,223.85										
UN-DESIGNATED		\$ 19,223.85	\$ 1,198.76	\$ 631.54	\$ 479.45	\$ 2,309.75	\$ 389.90	\$ 1,058.21		\$ 1,448.11	\$ 20,085.49
Totals			\$ 1,198.76	\$ 631.54	\$ 479.45		\$ -	\$ 389.90	\$ 1,058.21		
(VE) VERDI	\$ 297.68										
UN-DESIGNATED		\$ 297.68	\$ -	\$ -	\$ 6.60	\$ 6.60	\$ -	\$ -	\$ -	\$ -	\$ 304.28
Totals			\$ -	\$ -	\$ 6.60		\$ -	\$ -	\$ -		
BRANCH GIFT TOTALS:		\$ 834,253.62	\$ 5,902.32	\$ 5,360.39	\$ 5,125.11	\$ 16,387.82	\$ 20,633.05	\$ 4,396.99	\$ 2,686.30	\$ 27,880.42	\$ 520,595.74
GRAND TOTAL GIFT FUNDS											
										\$ 596,924.41	

**Washoe County Library System
Wants Residents to Know Their Community**



FY 18/19 First Quarter	Checkouts			Reference			Digital Visits			# of Outreach Adult			Outreach Attendance Adult		
	July	August	September	July	August	September	July	August	September	July	August	September	July	August	September
	BRANCH ACTIVITY														
Digital Branch	52,194	53,072	55,537				52,194	53,072	55,537	0	0	0	0	0	0
Duncan/Traner	145	246	123	21	15	29				0	0	0	0	0	0
Gerlach	201	80	109												
Incline	5,172	4,559	3,953	383	355	292				0	2	2	0	41	47
North Valleys	10,799	9,896	8,958	553	598	545				0	0	0	0	0	0
Northwest	22,139	21,581	19,376	784	479	474				0	0	0	0	0	0
Reno	12,024	10,489	11,349	1,000	765	771				5	4	6	56	87	219
Senior Center	1,217	1,192	1,081	116	162	80				0	0	0	0	0	0
Sierra View	14,064	13,555	13,690	1,055	968	1,090				0	2	0	0	216	0
South Valleys	17,062	16,456	15,529	737	696	613				0	0	0	0	0	0
Spanish Springs	15,336	14,754	15,605	859	886	881				0	1	0	0	97	0
Sparks	17,965	17,819	16,333	985	1,147	744				0	0	0	0	0	0
Verdi	323	246	263	16	20	17				0	0	0	0	0	0
Total:	168,641	163,945	161,906	6,509	6,091	5,536	52,194	53,072	55,537	5	9	8	56	441	266
Physical checkouts	116,447	110,873	106,369												

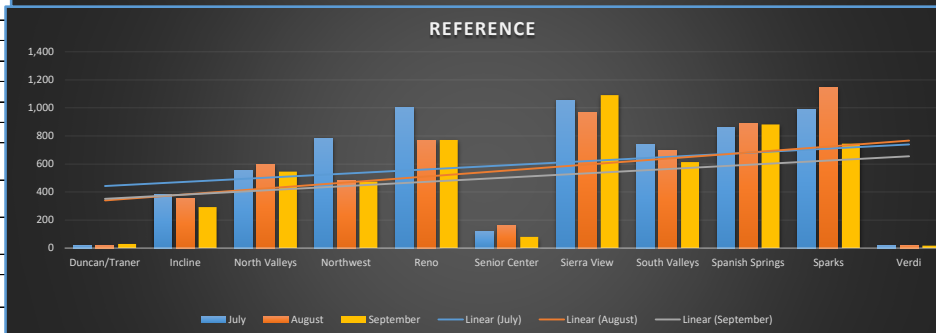
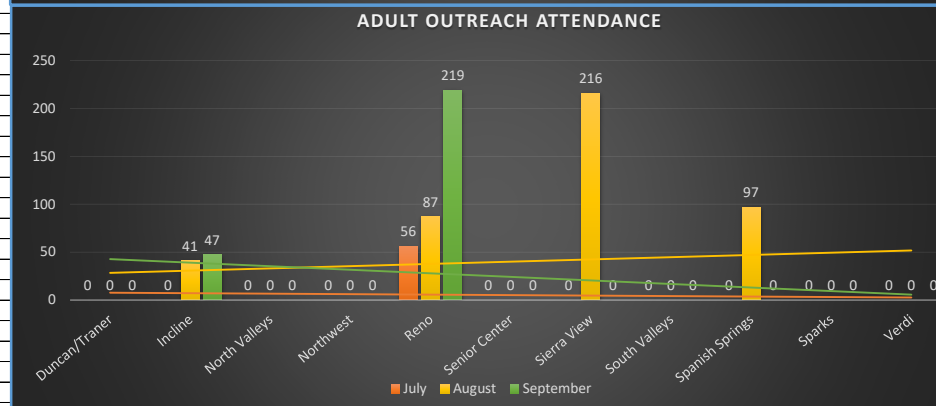
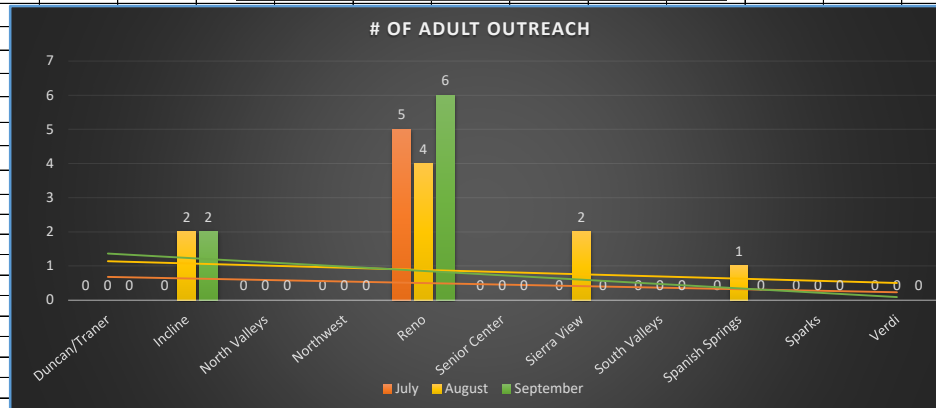
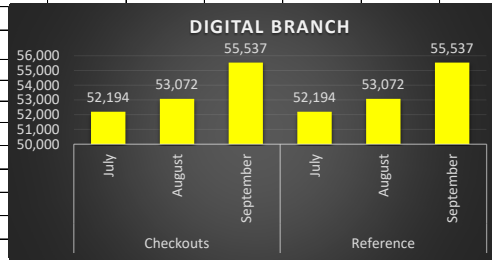
Note: Administration outreach numbers are now being recorded with the closest branch's service area



Note: Digital Branch includes ebooks, audiobooks, magazine checkouts

Duncan Traner & Verdi reflect public hours only

Gerlach reflects both public and school hours



Washoe County Library System Grows Young Readers												
												
FY 19/20 First Quarter	# of Youth Programs			Youth Program Attendance			# of Youth Outreach			Youth Outreach Attendance		
BRANCH ACTIVITY	July	August	September	July	August	September	July	August	September	July	August	September
Digital Branch												
Duncan/Traner	12	4	10	187	4	10	0	0	0	0	0	0
Gerlach												
Incline	18	19	17	357	255	192	2	3	2	29	473	80
North Valleys	26	32	26	1,400	1,084	860	2	1	7	51	6	512
Northwest	27	24	23	1,060	920	914	1	3	1	0	100	26
Reno	46	14	11	557	62	142	2	5	2	520	160	37
Senior Center												
Sierra View	42	34	31	535	335	353	9	9	13	109	535	635
South Valleys	27	27	28	1,153	1,053	1,117	1	3	3	20	274	364
Spanish Springs	30	21	20	1,176	889	574	3	6	1	103	277	140
Sparks	31	30	29	1,554	403	363	2	2	4	62	196	152
Verdi	7	4	4	80	21	30	0	0	0	0	0	0
Total:	266	209	199	8,059	5,026	4,555	22	32	33	894	2,021	1,946

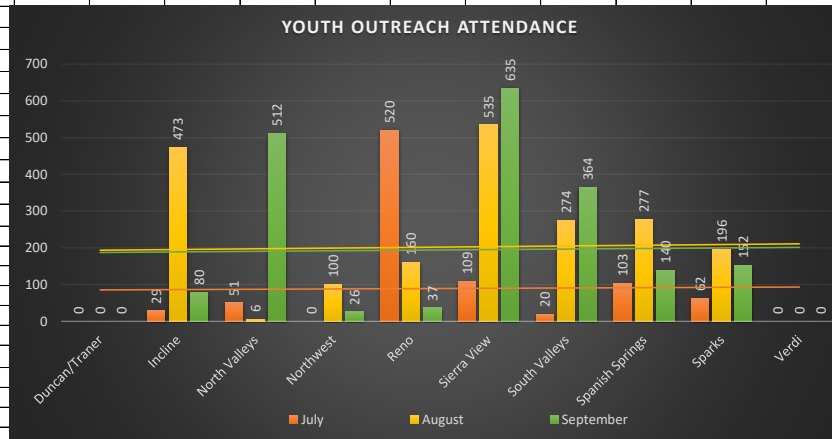
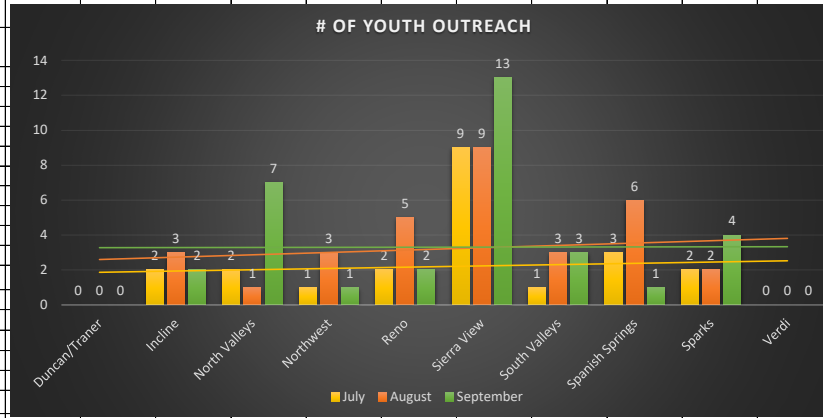
Note: Administration outreach numbers are being recorded with the closest branch's service area

YOUTH PROGRAMS

Branch	July	August	September
Duncan/Traner	12	4	10
Incline	18	19	17
North Valleys	26	32	26
Northwest	27	24	23
Reno	46	14	11
Sierra View	42	34	31
South Valleys	27	27	28
Spanish Springs	30	21	20
Sparks	31	30	29
Verdi	7	4	4

YOUTH PROGRAM ATTENDANCE

Branch	July	August	September
Duncan/Traner	187	4	10
Incline	357	255	192
North Valleys	1,400	1,084	860
Northwest	1,060	920	914
Reno	557	62	142
Sierra View	535	335	353
South Valleys	1,153	1,053	1,117
Spanish Springs	1,176	889	574
Sparks	1,554	403	363
Verdi	80	21	30



LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6h

FY2019/20

DATE ASSIGNED	TRUSTEE	TASK / AGENDA ITEM REQUESTED	ANTICIPATED COMPLETION	DATE COMPLETED
10/16/19	Library Board	Trustee Ghilieri generating letter for Board to sign collectively to voice concern over MacMillan Publishing embargo decision directly affecting e-books for public libraries	November 2019	
9/18/19	Chair Holland	Regular updates on Library progress towards 2024 Tax Initiative	To be determined	
12/19/18	Trustee Holland	Requested a future agenda item on how change of public hours is progressing - moved to August for clearer information since remodel completed June 2019, which affected public hours Postponing this until May 2020 will allow for 1 year of statistical data	None provided – July or August September 2019 May 2020	
12/19/18	(Past) Chair Alderman	Chair Alderman requested baseline metrics for Downtown Reno from now through completion of renovation for comparisons – moved to August for clearer information since remodel completed June 2019 – Postponing this until May 2020 will allow for 1 year of statistical data	August September 2019 May 2020	
8/21/19	Chair Holland	Requested task to be added for a reminder that the Board would like to see reporting every other month of costs of digital items to physical items with trending and scale – Collections Report	November 2019	
2/20/19	Trustee Parkhill	UPDATE: Request update on Security Report from February Meeting for update and proactive trainings for Library personnel in light of shooting at library in Sacramento	November 2019	
9/18/19	Chair Holland	Bylaws to be updated from budget approval to budget acknowledgement in Spring/Summer 2020 when Bylaws updated	May/June 2020	
9/18/19	Vice Chair Marsh	Created Adhoc committee consisting of herself and Trustee Parkhill to determine metric in which Library Director should be evaluation upon to present for recommendation.	October November 2019	

LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6h

FY2019/20

7/17/19	Trustee Parkhill	Will follow up directly with Director Scott regarding questions for Library Events and Programming Policy clarification, program advertisement, brochure advertisement and the volunteer groups excluded from the brochure	August/September/ October November 2019	
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From: [Scott, Jeff](#)
To: [Library - All Staff](#)
Subject: Washoe Impact Award Winners
Date: Friday, October 18, 2019 11:16:18 AM
Attachments: [EHHxatFXkAEXQGm.jif](#)
[EHHxatEX4AAcY-Q.jif](#)

I want to congratulate our Washoe County Library System Team for winning the Quality Public Service Award for the Kids Café program!

Washoe County Library System was a finalist for both the Quad Makerspace and the Kids Café Program.

It is great to see recognition from Washoe County and Washoe County employees on the work that we all do every day.

This is our second year in a row for winning a Washoe Impact Award. Last year, we won for our early literacy programming. Beate Weinert and team presented at this year's Impact Award Ceremony to the entire county. Washoe County put together a great video highlighting the work that we do. You can see their presentation and video in the Library Board of Trustees packet.

<https://www.washoecountylibrary.us/about/20191016-Board%20packet.pdf>

I want to thank our Makerspace team for making the Finalist stage of the event. You work very hard to create innovative programs for our library. I know LBOT was very impressed with what you can do in the Quad.

I want to thank all of our Branch Managers for the Kids Café. I know that has been a tough program at times, but you have all streamlined it extremely well. We are helping our Washoe County children get a good meal in the summer.

As always, thank you for everything that you do! You are making a big difference in our community.



Thank you!

Jeff

Jeff Scott
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