



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

**Spanish Springs Library
7100A Pyramid Lake Highway
Sparks, NV 89436**

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.

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 – 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 December 19, 2018
- 4) Old Business
 - a. *Informational:* Library Director Leadership Training Update
- 5) New Business
 - a. *For Possible Action:* Acknowledge a Donation in the Amount of \$130,000 from Friends of Washoe County Library, Which Demonstrates Its Continued Support of Libraries, Literacy, the Arts, and Cultural Enrichment Throughout the Community
 - b. *For Discussion Only:* Discussion of Frequency of Library Board of Trustee Meetings
- 6) Reports
 - a. Library Director's Quarterly Strategic Plan Update
 - b. Security Report
 - c. South Valleys Library Report on Programs, Activities and Operations
 - d. Monthly Technology Update
 - e. Tacchino Trust Expenditure Update
 - f. Quarterly Financial Report
 - g. Quarterly Statistical Report
 - h. Board Task Record Update
- 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 – 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 - *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*
- 10) Adjournment

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, DECEMBER 19, 2018**

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

Chair Alderman called the meeting to order at 4:01 pm.

1) ROLL CALL

Board Members Present: Wendy Alderman, Wayne Holland, Jean Stoess, Zanny Marsh (via telephone), Ted Parkhill (arrived late)

Board Members Absent: None

County Staff Present: Assistant District Attorney Dania Reid, Assistant County Manager David Solaro

Public Present: Mary Jones of Friends of Washoe County Library (FWCL)

2) PUBLIC COMMENT

None

3) APPROVAL OF MEETING MINUTES

a) APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF NOVEMBER 15, 2018

On motion by Trustee Stoess, seconded by Trustee Holland, motion which duly carried, the Board approved the meeting minutes from the Library Board meeting of November 15, 2018. All in favor. None opposed.

4) OLD BUSINESS

None

5) NEW BUSINESS

a) ACCEPT FINAL DISTRIBUTION CHECK FROM TACCHINO TRUST IN THE AMOUNT OF \$460,000 AND AUTHORIZE CHAIR ALDERMAN TO EXECUTE THE FINAL DISTRIBUTION AGREEMENT WHEN THE LIBRARY SYSTEM RECEIVES AN UPDATED SIGNATURE PAGE

Upon questioning by the Board, Director Scott confirmed that the Library System had received and deposited the final check and that Mr. Rueckl indicated that the Library System may receive a final amount after tax purposes, which was highlighted on the last page in the provided document highlighting allocations.

Director Scott noted that the original distribution paperwork was approved at the November 2016 Board meeting, and that Mr. Rueckl provided updated distribution paperwork when he brought the final distribution check to the Library System which included a signature line for the previous Library Board of Trustee Chair Derek Wilson. Once the Library receives an updated signature line for the current Library Board of Trustee Chair information, Chair Alderman will execute the document.

Trustee Parkhill arrived at 4:05 pm.

On motion by Trustee Holland, seconded by Trustee Stoess, motion which duly carried, the Board accepted the final distribution check from the Tacchino Trust in the amount of \$460,000 and authorized Chair Alderman to sign the updated signature page when received by the Library System. All in favor, none opposed.

Upon questioning by Trustee Holland, Director Scott explained that the Tacchino Trust required specific timelines for expending monies as they did not want it handled as an endowment and wanted to see it spend towards a large capital library project.

b) SELECT AN OPTION FOR MEETING THE MATERIALS-EXPENDITURE STANDARD PURSUANT TO THE MINIMUM PUBLIC LIBRARY STANDARDS AS SET FORTH BY THE NEVADA STATE LIBRARY, ARCHIVES AND PUBLIC RECORDS

Director Scott stated that the Nevada State Library created collection expenditure options during the recession for Library Systems. He said the State would like public libraries to meet Option III (10% of total budget) but that the other options were provided in the event they are not able to do so. Director Scott explained that the Washoe County Library System has not able to meet Option III and will not be able to do so as the State formula parallels the budget as it increases making this an unrealistic goal for the Library System. He stated that the Library System is making efforts to increase the budget for collection materials and has built that budget item from \$800,000 to over \$1 million.

Upon questioning by the Board, Director Scott:

- Confirmed that selecting an option is a State mandate, but there are no penalties for failure to meet selected options
- Budget fluctuations are generally based upon retirements of tenured employees as new hires or promotional employees salaries and benefits cost less.
- Washoe County Library System spends 80% of its budget on staffing.
- Confirmed a library system can always spend more on materials than the option they select and noted that the Washoe County Library System is currently spending more than the option selected, but that it cannot meet the requirements of Option III because it is based upon a mathematical equation and that we would always be chasing it.
- Clarified that, with the mathematical equation, when a budget increases, so does the amount required by State options and that the only way the Washoe County Library System could potentially meet Option III would be if Washoe County gave more dollars to the specific materials line item in the budget.

Upon questioning regarding Board voting on an option, Legal Counsel Dania Reid confirmed Director Scott's statement that this is a requirement by the State of Nevada. She clarified, stating that the Board is not voting on the percentage, but voting on the option the Library System can achieve. She said that the Library System can always exceed the percentage, but that it would not be consistent with her legal counsel to vote on what is not achievable.

On motion by Trustee Holland, seconded by Trustee Stoess, motion was duly carried, the Board approved the Library recommendation and selected Option I to meet the materials expenditure standard pursuant to the minimum public library standards as set forth by the Nevada State Library, Archives, and Public Records. All in favor, none opposed.

6) REPORTS

a) LIBRARY DIRECTOR'S ANNUAL REPORT 2017-2018

Director Scott presented a PowerPoint presentation for 2017-2018 Annual Report.

Upon questioning by the Board, Director Scott clarified points on the following slides:

- Express Creativity: Established funding of \$30,000 for Maker Services, resulting in The Quad
 - New Computer classes in 2019 stem from the Spring 2018 Technology survey and meetings of the RTT (Reference, Technology and Training) Team. New classes include: Excel, Genealogy, Internet Safety, and Senior Connections.
 - Idea Boxes were started through LSTA funding and the creativity of library staff in the Makerspace Team. The Library System is in the second rotation (year cycles) of this project.
- Results: The Library System is looking to find a better method of tracking numbers for children using issued Library cards without blocking access.
 - Per Branch Manager Julie Ullman, one of the issues in tracking this is families electing to use one card for when checking out materials for the family.
 - Chair Alderman noted this is a great start to building metrics for Growing Young Readers initiative and asked that this be added to the Board Task Report for tracking.
- Expansion Tax line item possible increases: Youth Programming needs more support, Travel and training are generally spent out by the end of the calendar year and the library is looking to continue building a balance for technology support. Upon questioning by the Board, Director Scott stated he would bring this item back to the Board in March 2019 with percentage specifics.

b) DOWNTOWN RENO LIBRARY REPORT ON PROGRAMS, ACTIVITIES AND OPERATIONS

Branch Manager Brenda Owens provided an oral report that included some unique events this year, such as:

- Destination Dance, which brought in new people to the Downtown Reno Library for the first time in the building
- Political forums
- The opening and weekly operating "The Quad"
- The Lit Crawl

She also briefly outlined some of the challenges including: elevator issues, radon, leaking roof, asbestos and how staff is finding ways of working and dealing with these issues.

She stated that the Downtown Reno Library is moving forward with programs and programming like The Quad and building relationships with the Human Services Agency, courthouse, and Discovery Museum.

Upon questioning by the Board, Director Scott stated that construction in the Downtown Reno Library starts in April 2019 and will likely not close except for possibly 1 to 2 days for wiring.

Chair Alderman requested metrics to establish a baseline for comparison between now and when construction is completed to be added to Board Task Record

c) **MONTHLY TECHNOLOGY UPDATE**

The Board reviewed the information submitted in the packet.

Upon questioning by the Board, Systems and Access Librarian Nancy Keener clarified that the term refresh for Washoe County means the computers are new and that the Systems office has received 178 new computers for staff. She also stated that when purchasing technology, such as the Dell laptops, the Library is required to go through County IT staff to purchase specific items as outlined by Washoe County. She did note that she can request to purchase comparable items if she finds something better that would benefit library staff and patrons.

d) **TACCHINO TRUST EXPENDITURE UPDATE**

The Board reviewed the information submitted in the packet.

Upon request by Chair Alderman, Director Scott stated the Library will provide more detailed information specifically on Tacchino Trust disbursements and expenditures in either January or February 2019

e) **LIFESCAPES UPDATE**

The Board reviewed the information submitted in the packet.

Director Scott stated that this was an informational update based upon public comment and correspondence from the last Board meeting. He clarified that the Library System has not discarded any Lifescapes created materials, but is collecting and moving them to an agency that excels in archived materials. He stated that, although there are some special collections within the Washoe County Library System, we are a public library and not an agency that specializes in archiving and indexing documents.

f) **BOARD TASK RECORD UPDATE**

The Board reviewed the information submitted in the packet.

Chair Alderman requested the following items be added to the Board Task Record:

- Authority to change monthly meeting schedule to either quarterly or bi-monthly – Trustee Stoess requested this be postponed until the April 2019 Meeting
- Provide detailed Tacchino Trust Budget separately from the Quarterly Financial Report.

7) STAFF ANNOUNCEMENTS

Branch Manager John Crockett thanked his fellow current and past Branch Managers and Director Scott and Assistant Library Director Joan Dalusung for advice and support provided.

8) PUBLIC COMMENT

None

9) BOARD COMMENT

Trustee Parkhill extended congratulations to Branch Manager John Crockett for the Washoe County Employee Spotlight acknowledgement (attached to back of the Board packet).

Trustee Parkhill stated that the shooting of the librarian in the Sacramento news shook him and was too close to home. He asked if staff were aware of this and what we were or should be doing to avoid situations such as this.

- Legal Counsel Dania Reid stated that Board comment is not an agenda item for discussion and suggested he request a future agenda item for security update and appropriate proactive training(s).

Trustee Holland read the announcement provided by Development Officer and PIO Andrea Tavener congratulating the Library on winning Best Costume in Sparks Hometown Parade and thanking the Library and FWCL for support of all.

Trustee Holland requested a future agenda item on how the change of public hours is progressing.

10) ADJOURNMENT

Chair Alderman adjourned the meeting at 5:09 pm.

TO: Library Board of Trustees
FROM: David Solaro, Assistant County Manager
RE: Library Director Leadership Training Update
DATE: February 20, 2019

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

TO: Library Board of Trustees

FROM: Andrea Tavener, Development Officer and PIO

RE: Acknowledge a Donation in the Amount of \$130,000 from the Friends of Washoe County Library, Which Demonstrates Its Continued Support of Libraries, Literacy, the Arts, and Cultural Enrichment Throughout the Community

DATE: February 20, 2019

Background: Friends of Washoe County Library (FWCL) is a 501 (c) (3) non-profit organization, incorporated in January 1981 with over 700 members dedicated to advocating, fundraising and providing support for the Washoe County Library System (WCLS). Its sole mission is to strengthen public libraries throughout Washoe County. FWCL strives to give children an educational head start, encourage all forms of literacy and foster lifelong learning and recreation for everyone. For the past thirty-seven (37) years, the Friends of Washoe County Library, through their community projects and fundraising efforts, has raised over two million dollars for the Washoe County Library System. This funding has continued to support free library programs, enhance library technology and equipment, provide gift funds for Library materials and augment marketing and training endeavors, which benefit all Library patrons. The Friends community projects include operating the Secondhand Prose bookstore within the Northwest Reno Library and managing voluminous donations for book sales which take place in their Reno Town Mall location as well as through their Amazon sales.

In December 2018, the Friends of Washoe County allocated \$130,000 to the Washoe County Library Gift Fund to assist the 2019 system-wide endeavors in direct support of technology, materials, programming, summer reading prizes, marketing, and staff development and training. The unwavering support of the Friends of Washoe County Library is invaluable as it continues to enhance a multitude of diverse programs and projects benefitting the entire Washoe County Library System.

Recommendation: Staff recommends that the Library Board of Trustees acknowledge the \$130,000 donation from the Friends of Washoe County Library, which demonstrates its continued support of libraries, literacy, the arts and cultural enrichment throughout the community.

TO: Library Board of Trustees
FROM: Jeff Scott, Library Director
RE: Discussion of Frequency of Library Board of Trustee
DATE: Meetings
February 20, 2019

Background: The Library Board of Trustees has traditionally met every third Wednesday of the month for Library updates and reports.

Trustee Stoess has researched into alternatives to monthly meetings such as bi-monthly meetings, and will be presenting information from her research.

Recommendation: This agenda item is discussion only. No decisions will be made at this time.



WASHOE COUNTY
LIBRARY SYSTEM

Washoe County Library System Strategic Plan Update

Oct-Dec 2018

Connect

Gather

Explore



Strategic Initiatives

 <p>Washoe County Library is a Community Hub</p>	 <p>Washoe County Library Grows Young Readers</p>	 <p>Washoe County Library Provides Opportunities to Express Creativity</p>	 <p>Washoe County Library Wants Residents to Know Their Community</p>
<p>Washoe County Library System Provides:</p> <ul style="list-style-type: none"> • Opportunities for Connection • Welcoming & well-maintained spaces • A welcoming and safe environment • Meeting room space with relevant equipment & resources • Dynamic spaces to maximize community access 	<p>Washoe County Library System:</p> <ul style="list-style-type: none"> • Provides collections to support young readers • Encourages family support of early literacy • Builds a bridge to education from birth to school • Instills a love of reading & learning 	<p>Washoe County Library System:</p> <ul style="list-style-type: none"> • Provides access to creative experiences • Provides opportunities to experience 21st century skills 	<p>Washoe County Library System:</p> <ul style="list-style-type: none"> • Is dedicated to growing a well-educated community • Is a trusted source for local information
<p>Community Hub </p>	<p>Growing Young Readers </p>	<p>Express Creativity </p>	<p>Know Your Community </p>

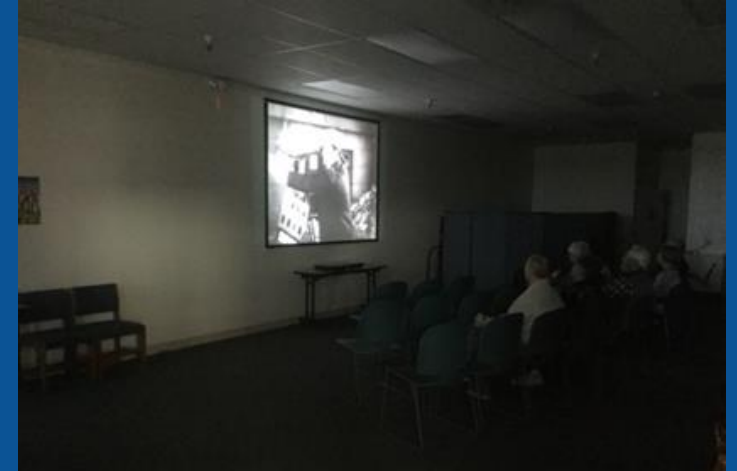
Community Hub

- Online Room Reservations
 - Ongoing: South Valleys is early testing site
 - Looking to roll-out this Summer
- Assess Small Meeting space
 - Ongoing: discussion on assets and possible reservation for space
- Ensure Collaborative Spaces
 - Ongoing Assessment



Express Creativity

- **Annually Review Presentation Equipment to ensure it meets the needs of the public**
 - **Completed: Equipment has been reviewed and updated.**
 - **Latest addition is big screen TV in North Valleys to accommodate Neighborhood Advisory Board meetings for City of Reno Ward 4**
 - **South Valleys also hosts Neighborhood Advisory Board Meetings for City of Reno Ward 2**



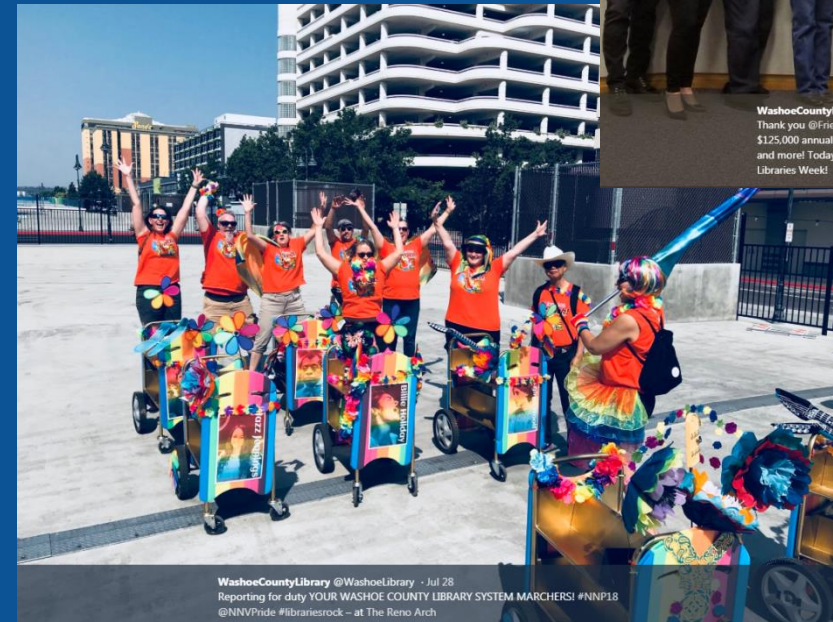
Know Your Community

- Homeowners help/Wildfire/flooding etc
- Winter weather awareness
- Active Presence at Emergency Situations
- Providing support through Storytimes, hotspots, and emergency kits
- Currently reviewing options with Washoe County Emergency Operations Center, Truckee Meadows Fire District, and UNR Cooperative Extension



Know Your Community

- Ensure Library Services are consistent with peer libraries
 - Under Review
 - Library Journal Star Library
- Review staff strengths
 - Under Review
- Seek alternative funding
 - Granicus Software for Grant Searching purchased by Washoe County
 - Development Endowment Ask Program



Follow-up Action Items

- Report Exec is Live and in use
- Downtown Reno Library Renovation scheduled for completion May 17, 2019
- Sparks/Northwest Renovation plans will be known April 2019
- TEDX Livestream at Downtown Reno AND Incline Village Library February 23
- Sparks Hometown Parade Best Costume





WASHOE COUNTY
LIBRARY SYSTEM

Thank you!

Connect

Gather

Explore



TO: Library Board of Trustees
FROM: Benjamin West, Court Security Administrator
RE: Washoe County Security Report
DATE: February 20, 2019

There is no written material on this item.

An oral report will be made at the meeting to discuss measures and current activities including the library.

Report to Library Board of Trustees

South Valleys Library

FEBRUARY 2019



We celebrated our 15-Year Anniversary in May 2018!

What stands out above all else this year is the incredible amount of community connections made through outreaches, school visits, meeting room usage, events in the branch featuring local experts and organizations, and the personal connections that made a difference for our patrons.

School Connections

Lenz Elementary School Library Night
 Pleasant Valley Elementary School Library Night
 Donner Springs Elementary 1st Grade Tour
 Marvin Piccolo Elementary Sensory Story Times
 Sonshine Preschool Outreach
 Koinoinia School Outreach
 Doral Academy 4th Grade Tour
 Brown Elementary School Outreach
 Doral Academy Summer Social
 Huffaker Elementary School Outreach
 Double Diamond Elementary School 4th Grade Tour
 WCSD Career Fair



- **Nevada Vocational Rehabilitation/DETR Summer Youth Internship Program**

Our first-ever DETR summer youth intern, Andreas Diaz, began his six-week internship on June 26th. He worked 5 afternoons each week, helping with program prep, shelving and shelf reading, and many other tasks. We are excited to have this new partnership with DETR.

- **Sharon Black, Galena High School Librarian**, volunteered at the library during March to complete her required practicum hours for her Nevada School Librarian Certification. Our shared goal was to get library cards to all the seniors at Galena High School. She distributed them during the senior English classes, where she also made presentations about WCLS resources such as Mango Languages, Brainfuse, and Overdrive/Libby.

● **Dementia Friendly Washoe County**

On July 19th South Valleys Library hosted an **Open Door Café** held by **Dementia Friendly Washoe County**. Julie U is an active member of this action group as a representative of WCLS. The branch was able to provide a venue for the Café when their original venue became unavailable just a week prior to the event. 22 folks attended this event aimed at providing a social gathering place for people living with memory loss and their caregivers/family members.



General Election Day and Early Voting Location
Over 7,200 people cast their vote at the South Valleys Library in October and November



● **Knitting Group 2018 Community Report**

Each year our Tuesday Night Yarn Crew tallies up their Community Service Project donations. In 2018, from donated yarn, they created over 779 items including blankets, hats, hat/scarf combinations, gloves, mittens, two sweaters, a shawl, a pair of leggings, and ten toddler headbands! Organizations that benefitted included West Care Foundation, Chemo Caps for Cancer, the Eddy House, and the Blanket Brigade (which distributes items to the Ronald McDonald House, the Veteran’s Hospital, and the Women & Children’s Center of the Sierra).



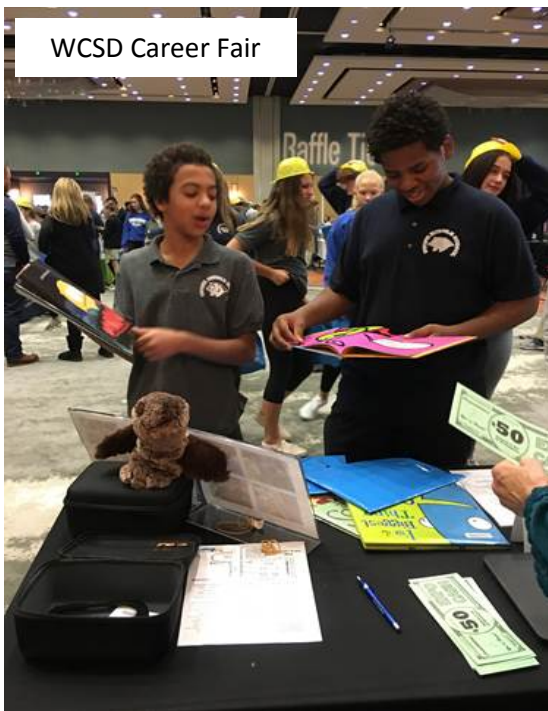
● **Marvin Picollo** is the Washoe County School District's only Regional, Special Education Center, specializing in the education of students, ages three (preschool) to twenty-two years old, that have significant physical and intellectual disabilities. South Valleys staff visit the school several times a year, offering sensory story times to students of all ages and disabilities. These outreaches are sometime heartbreaking, but so worthwhile to be able to enrich the lives of these students through stories and music.



Story Stroll at Davis Creek

Out & About

- Story Strolls at Davis Creek Park
- Nevada Museum of Art Story Times
- May Arboretum Story Times
- Celebrate Washoe Valley Outreach
- Earth Day Outreach
- Farmer’s Markets at Tamarack Junction
- Reno Pride Parade
- Reno Mini Maker Faire
- UNR Student Counseling Center Outreach
- Boys & Girls Club Outreach



WCSD Career Fair



UNR Student Counseling Center Outreach

2018 By the Numbers

Story Time Attendance (adults and children): **4,288**

Toddler Time Attendance (adults and children): **5,591**

17,277 people attended a library event in 2018

2,221 New Library Cards Issued

301,098 Checkouts

1,518 people visited us at Outreaches

322 Meeting Room Uses (non-library events)



Reno Mini Maker Faire



If You Build It, They Will Come

For the past fifteen years the staff at South Valleys Library has worked diligently to provide innovative and fun library events for the community.

In 2018, 17,277 people attended a library event!



And Then There Was STEAM!

Along with several STEAM events presented by library staff, our weekly STEAM events have been a great opportunity to partner with local experts and organizations, including:

UNR ME2 Engineering students, UNR Biology students, Washoe County Parks, Northern Nevada Match Club, Truckee Meadows Park Foundation, the Galena High School (all-girls) Robotics Club, the Sonic Screwdrivers First Robotics Team, Truckee Meadows Fire Protection District



LEGO WeDo Robotics Coding



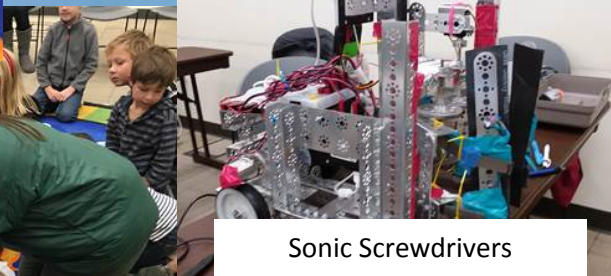
UNR ME2: Tower Challenge



Truckee Meadows Fire Protection District



UNR ME2: Pulleys



Sonic Screwdrivers



Orbital Reflector Mobiles



Winter Traditions with Ranger Marie



Coding Basics for Kids



Bubble Science



Lulzbot Mini 2



Since 2014, South Valleys Library has presented ongoing STEAM events, and provided a STEAM Spot inside the Young People's Library, full of fun toys and kits for young scientists to explore.

In 2018, in recognition of the importance of STEAM concepts and our focus on providing STEAM events, we received a \$3,000 grant from Commissioner Lucey. This was used to purchase a 3D Printer to support 3D modeling and coding classes, and provide 3D printing to all interested library card holders.

National Library Week quote shared online by one of our patrons:

"Motherhood is crazy - no doubt about it. But there are a couple things that help me get through: my wonderful husband, amazing friends and family, coffee, and the library.

My son was 7 months old when I started taking him to the library for story time. It was a way for us to get out of the house and meet people. A chance for him to interact with other kids before I became involved with MOMS club. Some days it was the only way I had an adult conversation during the day. And, of course, we picked out new books because if I had to read Little Quack one more time I was going to cry.

We still love our library. They kids love to go to South Valleys library and talk to the librarians (who ROCK!), they love to play in the STEM Spot and pick out their own books. At-home date nights are courtesy of the library as my husband and I borrow movies we don't have time to see in the theater.

I have always been in love with books and remember going to the public library as a kid, something I'm happy to pass on to my own children. This week is National Library Week, if you get a chance please stop in your local branch, check out all they have to offer, and thank a librarian."

Facility Improvements

- PA System installed in meeting room
- Weather Station Installed in YPL Garden
- Keyless entry access was installed in the meeting room, allowing Early Voting poll workers staff-free entry
- **Patio Furniture Stolen!** We discovered on June 1st that all of the tables and chairs on the enclosed patio near the periodicals area were gone! Someone jumped the fence, tossed the furniture over enclosure and took off. We were able to replace these with two heavy-duty picnic tables.
- Automated External Defibrillator (AED) now available in the library

Thank You Note from a Patron

I GOT ^{ERIC}
Job
THANK
FOR YOUR
HELP!
TANYA

Staff Highlights

The South Valleys Library staff is amazing!

Branch Manager, Julie Ullman is the Chair of the Maker Services Team and that team has been extremely busy this year with new Idea Boxes, the Idea Box Fair, new Fixit Clinics, the Reno Mini Maker Faire, and the opening of the Quad makerspace at Downtown Reno. These responsibilities have taken a lot of Julie's attention, and a lot of her time has been spent away from South Valleys at the Quad. This would never have been possible without the support of all the staff, allowing her the extra project time for her Maker Services responsibilities.

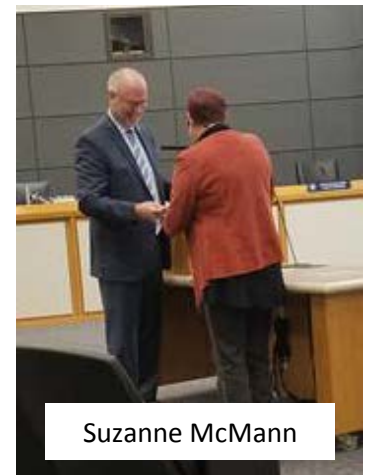


Charity Bowling Tournament

They've also supported each other through extended Sick Leave absences for two staff members, and an extended Leave of Absence for another staff member, all while continuing to present quality Story Times, and STEAM events, attend outreaches and staff trainings, stay after-hours for Elementary School Library Nights and STEAM events, help at other branches and in the Quad, and do it all with a positive attitude and unwavering customer service for our patrons!

In addition:

- South Valleys has been a pilot branch for the online meeting room reservations system, LibCal Spaces, that is now being used at South Valleys, and will soon be rolled out to the rest of the branches. This system will allow meeting room groups to reserve their own dates/times instead of having to contact each branch to inquire about dates.
- Toni McLaughlin and Christina Van Rensselaer worked together to create a 4-week curriculum for *Coding Basics for Kids*. This curriculum was followed three times at South Valleys in 2018 and is now being utilized at Incline Village Library and the North Valleys Library this Spring.
- Morgan co-presented a Children's Reader's Advisory breakout session at Staff Day in May
- Morgan Tiar, Toni McLaughlin and Kristen Ryan have all served or continued to serve on Washoe County's Leadership committees
- Suzanne McMann was awarded the *Promote Yourself! Mini-Certificate* in January
- Terri Van Hoozer was awarded the *Essentials of Personal Effectiveness Certificate* in February
- The staff was invited by the Nevada Claims Association to participate in their Charity Bowling Tournament in March. And they won the St. Patrick's Day themed award for Best Team Costume!
- Library Aide, Jayni Bloomquist joined the staff in June
- Toni and Morgan both volunteered as poll workers for the General Election
- Mary Auld reached 20 Years with Washoe County Library!
- Librarian, Kristen Ryan, accepted a transfer to Downtown Reno, effective January 21, 2019. She has been a great asset for us, and brought many fresh ideas with her when she promoted to our branch 3 years ago. We know those same strengths will be put to good use at her new branch and wish her well!



Suzanne McMann



Terri Van Hoozer

Employee Appreciation Breakfast

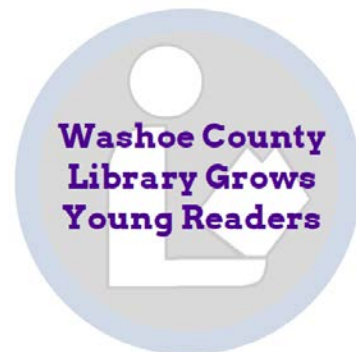
- South Valleys was well represented at the Employee Appreciation Breakfast. Kristen, Julie D, Mary, Kathy, Morgan and Terri all reached milestones this year, or earned a certificate and received an invitation.



The First 15 Years Flew By...Here's to the Next 15 and Beyond!



In April and May, patrons enjoyed viewing the original blueprints, and plans, along with sample fabric swatches, and the Yellow Ribbon used at the Grand Opening



TO: Washoe County Library Board
FROM: Nancy Keener, Systems and Access Librarian
RE: Monthly Technology Report
DATE: February 20, 2019

Update on Technology at WCLS February 2019

AMH

The completion date has been pushed back to April and possibly further due to the need to have an architect draw plans to cut the book return holes in the exterior wall and in the entry lobby at both branches. Bids will also be needed for the contracted work.

Koha

We had an upgrade of the Koha software mid-January with no problems.

Public Computer Refresh

Verdi will be refreshed with the remaining PCs.

The demands on the budget for this fiscal year will not allow us to purchase another round of public PCs until the next fiscal year.

Staff Computer Refresh

So far only Systems staff has the new county supplied Windows 10 PCs installed.

Public Network Update

In a joint operation with Systems and Technology Services (county IT), Spanish Springs received a public network overhaul and new wireless equipment this month.

Sierra View received the same in January.

Office 365 Pilot Program

The county will slowly be rolling out Office 365 for staff this year. This will be a big change in how we do our work. Everything, including Outlook email will be cloud based. We will be using cloud based SharePoint to store our shared drives. There will also be many additions to our set of tools. We will have access to instant messaging, a county social network called Yammer, Skype, Teams and a few others. We have a small group of library staff who have volunteered to be testers. They are Marc Tiar (RN), Brenda Owens (RN), Tami Gaston (Admin), Nancy Keener (Systems), Max Conelly (Systems), Ian Dizon (Systems) and Corinne Dickman (SP).

TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Tacchino Trust Expenditure Update
DATE: February 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.

Expenditures for the month of January 2019 included: \$1,091.90 for Downtown Reno Library Children's Materials.

To date, Tacchino Trust funds has expended a total of \$220,875.26 with \$7,296.34 of those funds spent on Children's Materials.

The total Tacchino Trust funds available the beginning of February 2019 is \$599,445.74

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

GSYSTACCHINO						
<u>DATE</u>	<u>DESCRIPTION</u>		<u>TOTAL</u> <u>EXPENDITURE</u>		<u>REVENUE</u>	<u>BALANCE</u>
12/8/2016	Beginning Balance					\$ 452,250.00
8/14/2017	To GSYSTACCHINOR / Reno Collection		\$ 100,000.00			
12/27/2017	Vision Control 50% Down Payment		\$ 21,059.39			
1/8/2018	UNR / TEDx Conference		\$ 5,400.00			
	Gustin & Assoc / Downtown Renderings #1		\$ 7,212.89			
1/11/2018	HON / Furniture Admin North		\$ 1,779.63			
1/26/2018	Vision Control / Final Payment		\$ 21,059.39			
2/7/2018	Amazon / Stand Up Desk Stations		\$ 679.96			
3/5/2018	Reno Bus Interiors / Furniture Admin North		\$ 2,088.44			
3/26/2018	Gustin & Assoc / Downtown Renderings #2		\$ 4,345.78			
4/19/2018	Reno Bus Interiors / Chairs Admin		\$ 3,971.92			
4/27/2018	Amazon / Stand Up Desk Stations		\$ 179.99			
5/10/2018	Reno Bus Interiors / Chairs Admin		\$ 106.40			
6/13/2018	Demco / Table Admin		\$ 435.59			
	Demco / White Board Admin		\$ 1,920.88			
7/18/2018	MK Solutions / Materials Handling		\$ 50,790.00			
11/30/2018	MK Solutions / Materials Handling		\$ 91,774.00			
	2nd Installment of Tacchino Trust				\$ 460,000.00	
			\$ 312,804.26		\$ 460,000.00	\$ 599,445.74

2nd QUARTER FINANCIAL REPORT

October 1 - December 31, 2018

FWCL ALLOCATION GIFT FUND BALANCES			<i>FWCL Allocations are provided annually between Nov and Jan dependent upon yearly book sales totals</i>								
		10/1/2018	Donations			Donation	Expenditures			Expenses	Difference
			October	November	December	Total	October	November	December	Total	Balance
Friends Allocation 2019	\$ 130,000.00										
Friends Carryover	\$ 59,270.10										
TOTAL ALL FRIENDS	\$ 189,270.10										
TECH:Technology (38%)											
Carryover	\$ 49,649.73										
2019 Allocation	\$ 49,400.00										
TOTAL START	\$ 99,049.73										
Expenses prior to Current Qtr		\$ 30,297.87								\$ 30,297.87	
Makerspace Supplies			\$ -	\$ -	\$ -	\$ -	\$ 750.58	\$ 1,710.06	\$ 540.94	\$ 3,001.58	
Tech Supplies			\$ -	\$ -		\$ -	\$ -	\$ 5,696.66	\$ 25,842.15	\$ 31,538.81	
System Office OTHER		See Schedule B									
Totals			\$ -	\$ -	\$ -		\$ 750.58	\$ 7,406.72	\$ 26,383.09		
	\$ 99,049.73									\$ 34,540.39	\$ 64,509.34
TS:Materials (32%)											
Carryover	\$ 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.								
2019 Allocation	\$ 41,600.00										
TOTAL START	\$ 61,890.50										
Programs (9%)											
Carryover	\$ 9,147.64										
2019 Allocation	\$ 11,700.00										
TOTAL START	\$ 20,847.64										
Expenses prior to Current Qtr		\$ 5,500.00									
Programs Payments			\$ -	\$ -	\$ -	\$ -				\$ 300.00	\$ 300.00
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ 300.00		
	\$ 20,847.64									\$ 300.00	\$ 20,547.64
Marketing (7%)											
Carryover	\$ 3,335.40										
2019 Allocation	\$ 9,100.00										
TOTAL START	\$ 12,435.40										
Expenses prior to Current Qtr		\$ 5,186.64									
Program Supplies			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16.70	\$ 189.00	\$ 205.70	
Social Media/Subscriptions			\$ -	\$ -	\$ -	\$ -	\$ -		\$ 58.52	\$ 58.52	
SWAG			\$ -	\$ -	\$ -	\$ -	\$ -		\$ 2,017.05	\$ 2,017.05	
Operating Supplies			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 304.71	\$ 2,789.15	\$ 3,093.86	
Totals			\$ -	\$ -	\$ -		\$ -	\$ 321.41	\$ 5,053.72		
	\$ 12,435.40									\$ 5,375.13	\$ 7,060.27
FRIENDS SUBTOTAL (pg)	\$ 132,332.77	<i>TS Not Inc.</i>								\$ 40,215.52	\$ 92,117.25

2nd QUARTER FINANCIAL REPORT

October 1 - December 31, 2018

FWCL ALLOCATION GIFT FUND BALANCES		<i>FWCL Allocation are provided annually between Nov and Jan dependent upon yearly book sales totals</i>									
		10/1/2018	Donations			Donation	Expenditures			Expenses	Ending Balance
			October	November	December	Total	October	November	December	Total	
*Training (6%)											
Carryover	\$ 1.00										
2019 Allocation	\$ 7,800.00										
TOTAL START	\$ 7,801.00	\$ -									
Expenses prior to Current Q	\$ 600.00										
Donation			\$ -		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Training			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
	\$ 7,801.00									\$ -	\$ 7,801.00
CC: *SRP Books (8%)											
Carryover	\$ -										
2019 Allocation	\$ 10,400.00										
TOTAL START	\$ 10,400.00	\$ -									
Books		\$ -	\$ 4,000.00	\$ -	\$ 10,400.00	\$ 14,400.00		\$ -	\$ 707.49	\$ 707.49	\$ 13,692.51
SRP/Childrens OTHER		See Schedule B									
Totals			\$ 4,000.00	\$ -	\$ 10,400.00		\$ -	\$ -	\$ 707.49		
FRIENDS SUBTOTAL	\$ 150,533.77									\$ 40,923.01	\$ 113,610.76
=====											
SCHEDULE B											
<i>"Branches" that accumulate FWCL Allocations AND Donations that all combine into one account for expenditures</i>											
		10/1/2018	Donations			Donation	Expenditures			Expenses	Ending Balance
			October	November	December	Total	October	November	December	Total	
(CC)CHILDREN'S Coordinator											
ERWIN	\$ 93.66	\$ 50.90	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 50.90	\$ 50.90	\$ -
WINE WALK		\$ 42.76	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 42.76	\$ 42.76	\$ -
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ 93.66		
(TS) TECH SERVICES											
MATERIALS (INCLUDES FWCL)	\$ 65,605.28	\$ 61.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61.11
GMAGS (PERIODICALS)		\$ 23,490.50	\$ -		\$ 41,600.00	\$ 41,600.00	\$ 75.17	\$ 7,426.21	\$ 2,153.67	\$ 9,655.05	\$ 55,435.45
READING CAMPAIGN		\$ 462.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 462.94	\$ -	\$ 462.94	\$ -
		\$ 41,590.73	\$ -	\$ 1,574.68	\$ 11,177.78	\$ 12,752.46	\$ 5,010.56	\$ 4,211.29	\$ 1,041.54	\$ 10,263.39	\$ 44,079.80
Totals			\$ -	\$ 1,574.68	\$ 52,777.78		\$ 5,085.73	\$ 12,100.44	\$ 3,195.21		
(TECH) SYSTEMS OFFICE											
		\$ 136.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136.44
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
TOTAL SCHED B		\$ 65,835.38								\$ 20,475.04	\$ 99,712.80
FRIENDS TOTAL	\$ 216,369.15										\$ 213,323.56

2nd QUARTER FINANCIAL REPORT

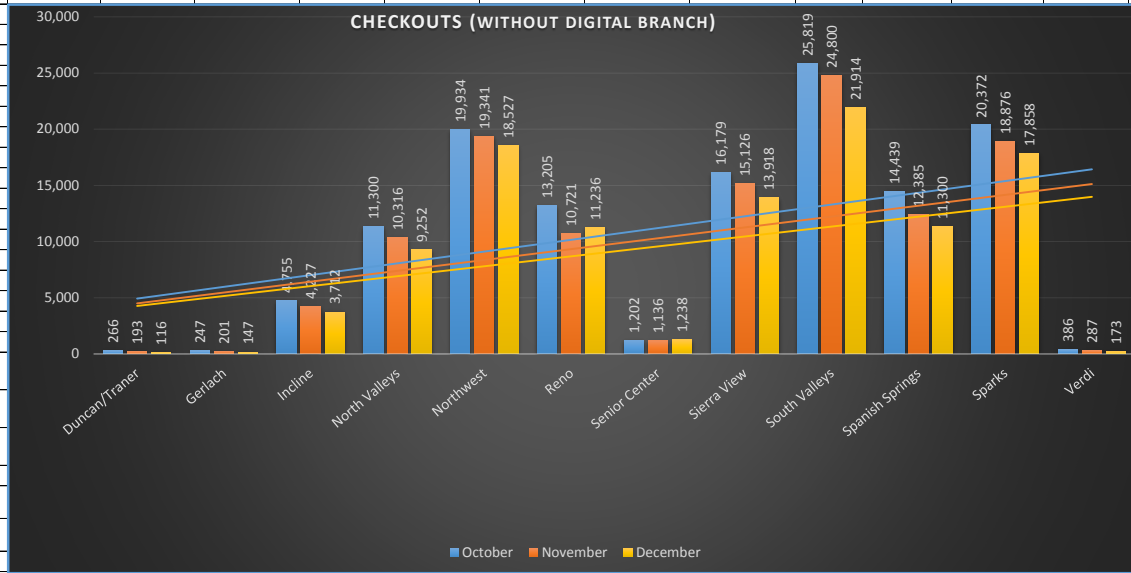
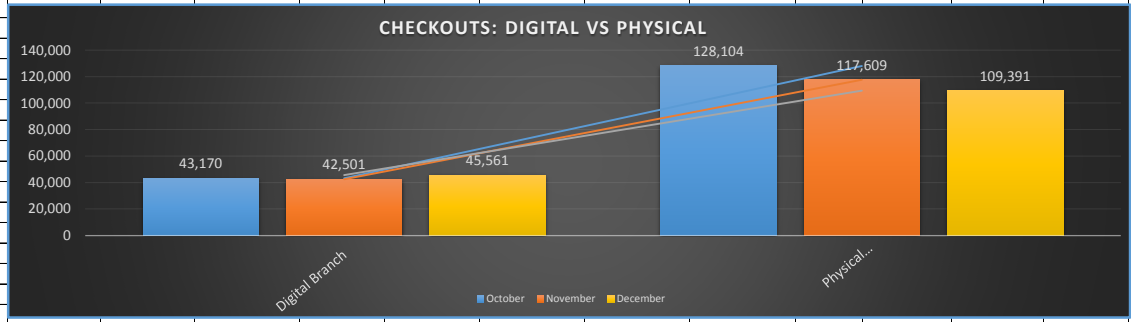
October 1 - December 31, 2018

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 10/1/2018	Donations			Donation Total	Expenditures			Expenses Total	Ending Balance	
			October	November	December		October	November	December			
(SYS) SYSTEMWIDE	\$ 352,262.17											
UN-DESIGNATED		\$ 171.55	\$ 100.00	\$ 100.00		\$ 200.00	\$ -	\$ 17.21		\$ 17.21	\$ 354.34	
BOOK BAG SALES		\$ 916.00	\$ 103.50	\$ 55.00	\$ 70.00	\$ 228.50	\$ -	\$ -	\$ -	\$ -	\$ 1,144.50	
DISTRICT 3		\$ 500.00				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	
HEADPHONE SALES		\$ 652.00	\$ 100.00	\$ 120.00	\$ 85.00	\$ 305.00				\$ -	\$ 957.00	
FWCL HOLDING ACCT		\$ 728.39				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 728.39	
INTEREST		\$ 17,986.03	\$ 862.18	\$ 1,256.20	\$ 1,417.75	\$ 3,536.13	\$ 220.00	\$ 963.25	\$ 72.78	\$ 1,256.03	\$ 20,266.13	
TACCHINO		\$ 329,508.20		\$ 460,000.00		\$ 460,000.00	\$ -	\$ -	\$ -	\$ -		
FURN, FIX & EQUIP						\$ -		\$ 91,774.00	\$ -	\$ 91,774.00		
MATERIALS						\$ -	\$ -	\$ 1,473.34	\$ 1,284.76	\$ 2,758.10		
TACCHINO TOTAL						\$ -					\$ 694,976.10	
WHYMAN (BOOK PAGES)		\$ 1,800.00				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00	
Totals			\$ 1,165.68	\$ 461,531.20	\$ 1,572.75		\$ 220.00	\$ 94,227.80	\$ 1,357.54			
(RN) DOWNTOWN RENO	\$ 6,143.84											
UN-DESIGNATED		\$ 3,103.93	\$ 125.60	\$ 44.50		\$ 170.10	\$ 818.13	\$ 116.69	\$ 139.00	\$ 1,073.82	\$ 2,200.21	
BENNETT		\$ 3,039.91				\$ -				\$ -	\$ 3,039.91	
Totals			\$ 125.60	\$ 44.50	\$ -		\$ 818.13	\$ 116.69	\$ 139.00			
(DT) DUNCAN/TRANER	\$ 1,909.42											
UN-DESIGNATED		\$ 654.11	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 197.97		\$ 46.40	\$ 244.37	\$ 1,409.74	
BERKBIGLER		\$ 1,255.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,255.31	
Totals			\$ 1,000.00	\$ -	\$ -		\$ 197.97	\$ -	\$ 46.40			
(IV) INCLINE VILLAGE	\$ 9,874.20											
UN-DESIGNATED		\$ 6,100.69	\$ 237.62	\$ 163.30		\$ 400.92	\$ 534.41	\$ 1,226.32	\$ 310.54	\$ 2,071.27	\$ 4,430.34	
ROSENBERG		\$ 100.00				\$ -				\$ -	\$ 100.00	
SMALLWOOD		\$ 3,673.51				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,673.51	
Totals			\$ 237.62	\$ 163.30	\$ -		\$ 534.41	\$ 1,226.32	\$ 310.54			
(NV) NORTH VALLEYS	\$ 2,158.46											
UN-DESIGNATED		\$ 2,158.46	\$ 103.96	\$ 55.05		\$ 159.01	\$ 39.96	\$ 233.04	\$ 82.87	\$ 355.87	\$ 1,961.60	
Totals			\$ 103.96	\$ 55.05	\$ -		\$ 39.96	\$ 233.04	\$ 82.87			
(NW) NORTHWEST RENO	\$ 5,566.19											
UN-DESIGNATED		\$ 4,326.40	\$ 294.50	\$ 90.00		\$ 384.50	\$ 62.21	\$ 721.97	\$ 197.42	\$ 981.60	\$ 3,729.30	
GALLERY		\$ 1,239.79				\$ -		\$ 11.36	\$ 310.96	\$ 322.32	\$ 917.47	
Totals			\$ 294.50	\$ 90.00	\$ -		\$ 62.21	\$ 733.33	\$ 508.38			

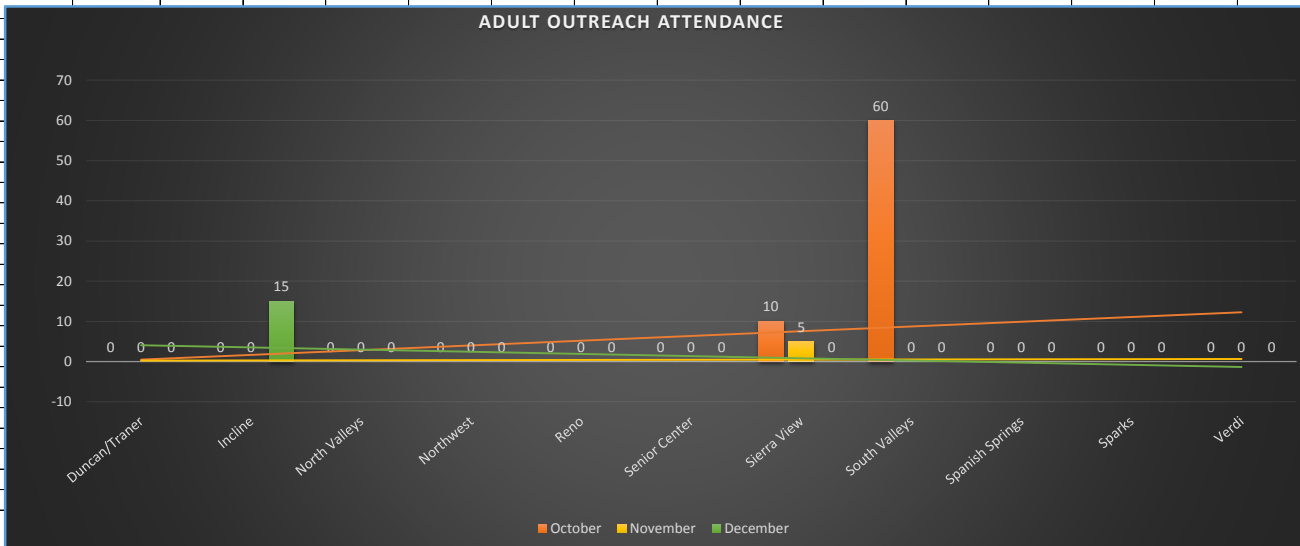
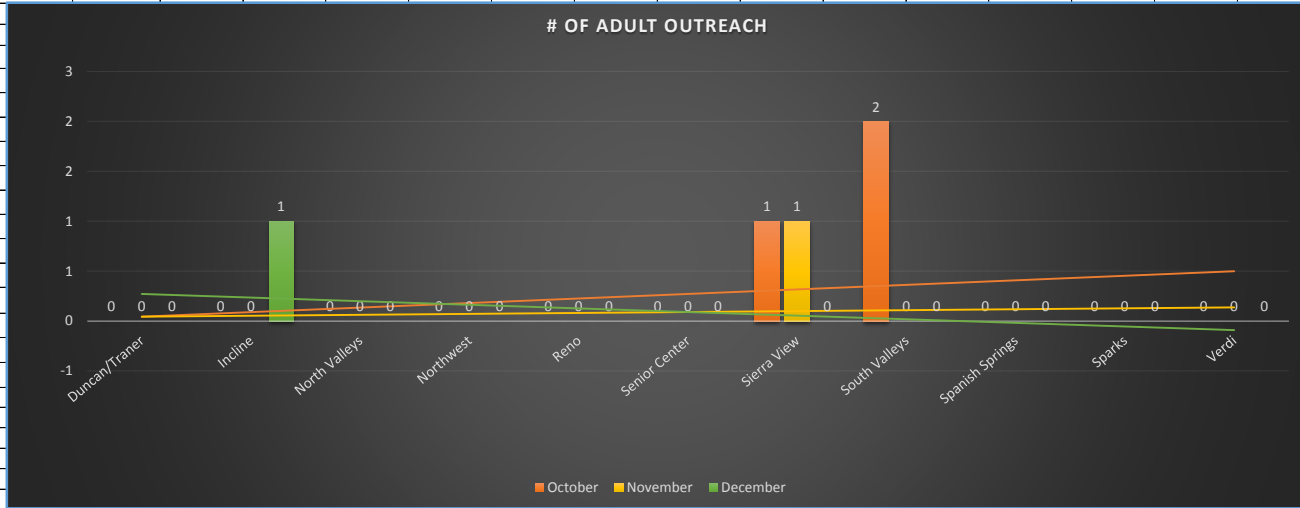
**Washoe County Library System
Wants Residents to Know Their Community**

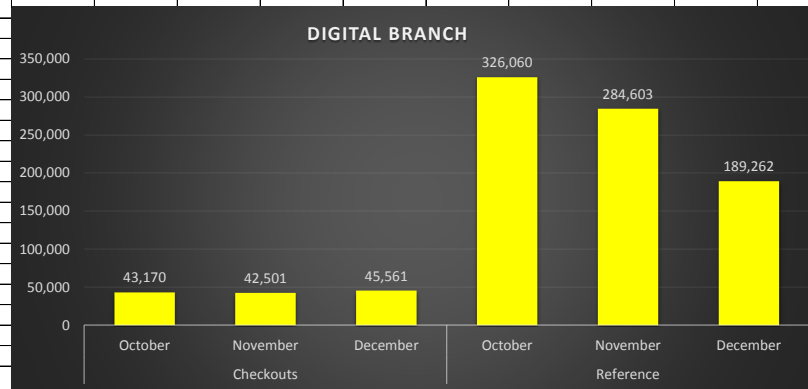


FY 18/19 Second Quarter	Checkouts			Reference			Digital Visits			# of Outreach Adult			Outreach Attendance Adult		
	October	November	December	October	November	December	October	November	December	October	November	December	October	November	December
	BRANCH ACTIVITY														
Digital Branch	43,170	42,501	45,561				326,060	284,603	189,262						
Duncan/Traner	266	193	116	0	0	0				0	0	0	0	0	0
Gerlach	247	201	147												
Incline	4,755	4,227	3,712	320	262	284				0	0	1	0	0	15
North Valleys	11,300	10,316	9,252	646	470	499				0	0	0	0	0	0
Northwest	19,934	19,341	18,527	0	767	907				0	0	0	0	0	0
Reno	13,205	10,721	11,236	978	747	720				0	0	0	0	0	0
Senior Center	1,202	1,136	1,238	153	121	162				0	0	0	0	0	0
Sierra View	16,179	15,126	13,918	1,348	890	927				1	1	0	10	5	0
South Valleys	25,819	24,800	21,914	614	593	439				2	0	0	60	0	0
Spanish Springs	14,439	12,385	11,300	1,054	683	656				0	0	0	0	0	0
Sparks	20,372	18,876	17,858	921	820	855				0	0	0	0	0	0
Verdi	386	287	173	16	12	7				0	0	0	0	0	0
Total:	171,274	160,110	154,952	6,050	5,365	5,456	326,060	284,603	189,262	3	1	1	70	5	15
Physical checkouts	128,104	117,609	109,391												
Administration Outreach										1	0	1	20	0	15,000



Note: Digital Branch includes ebooks, audiobooks, magazine checkouts
 Duncan Traner & Verdi reflect public hours only
 Gerlach reflects both public and school hours



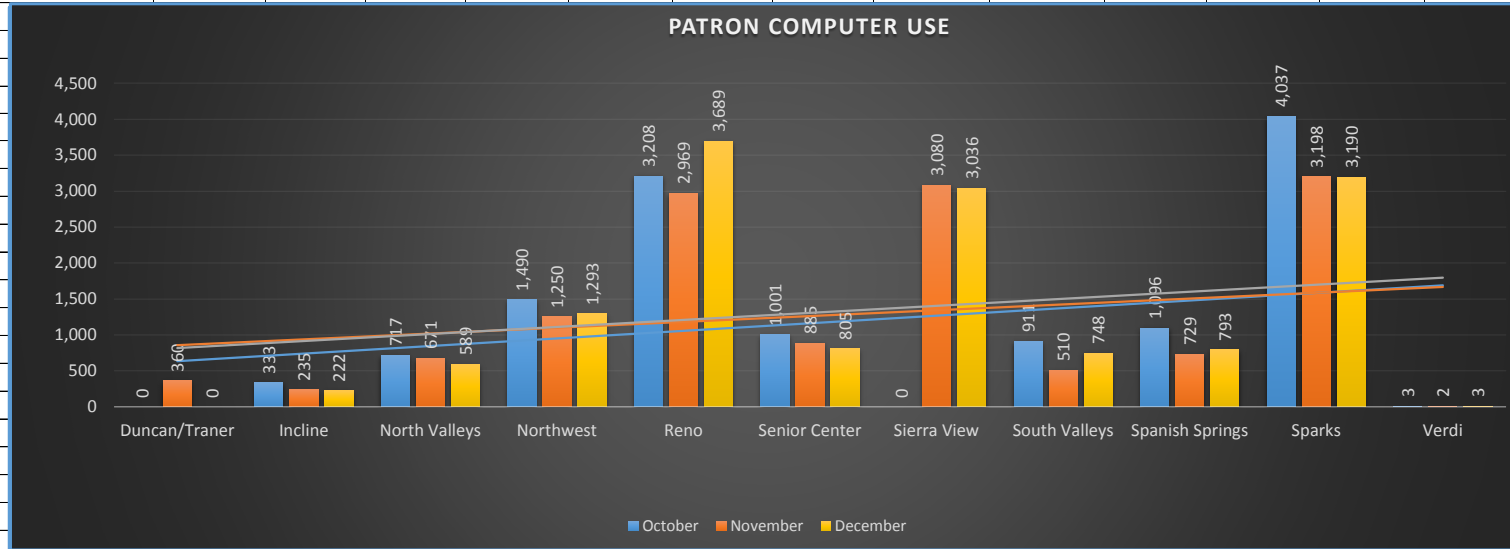


Washoe County Library System is a Community Hub



FY 18/19 Second Quarter BRANCH ACTIVITY	Patron Computer Use			Library Visits			# of Programs Adult			Program Attendance Adult		
	October	November	December	October	November	December	October	November	December	October	November	December
	Digital Branch											
Duncan/Traner	0	360	0	2,888	3,996	2,465	0	0	0	0	0	0
Gerlach				127	99	98						
Incline	333	235	222	10,480	7,990	8,619	6	8	5	63	67	29
North Valleys	717	671	589	6,985	6,120	4,528	6	4	4	56	89	75
Northwest	1,490	1,250	1,293	14,262	11,015	8,460	9	10	9	179	139	54
Reno	3,208	2,969	3,689	7,407	11,181	10,489	8	3	4	18	4	4
Senior Center	1,001	885	805	3,550	3,074	3,087	0	0	0	0	0	0
Sierra View	0	3,080	3,036	17,165	10,580	10,130	15	5	5	620	115	19
South Valleys	911	510	748	16,782	16,120	14,244	10	8	7	123	117	159
Spanish Springs	1,096	729	793	12,634	6,239	5,407	8	9	9	97	103	91
Sparks	4,037	3,198	3,190	22,327	17,683	15,030	13	12	11	85	95	99
Verdi	3	2	3	366	447	279	0	0	0	0	0	0
Total:	12,796	13,889	14,368	114,973	94,544	82,836	75	59	54	1,241	729	530

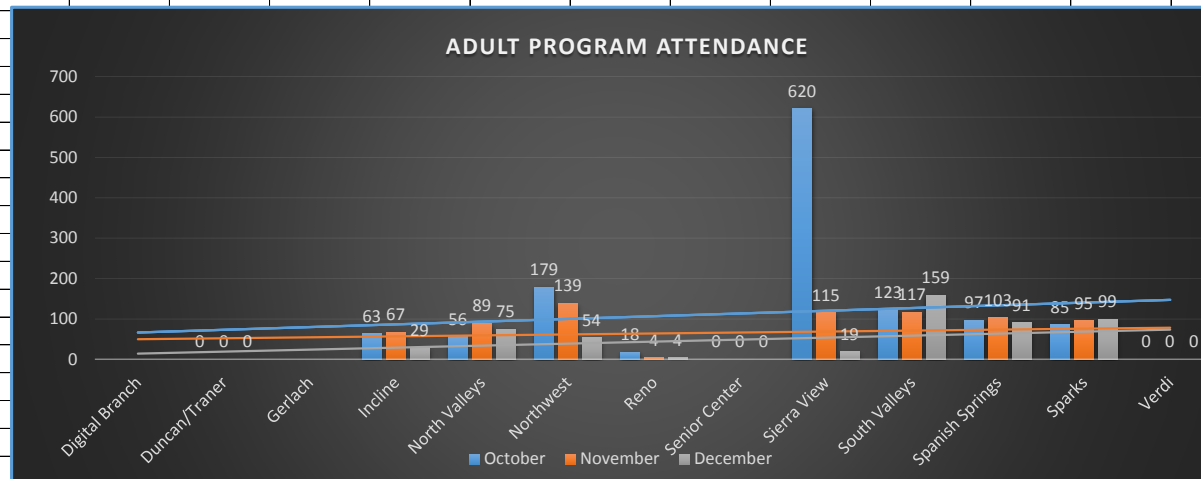
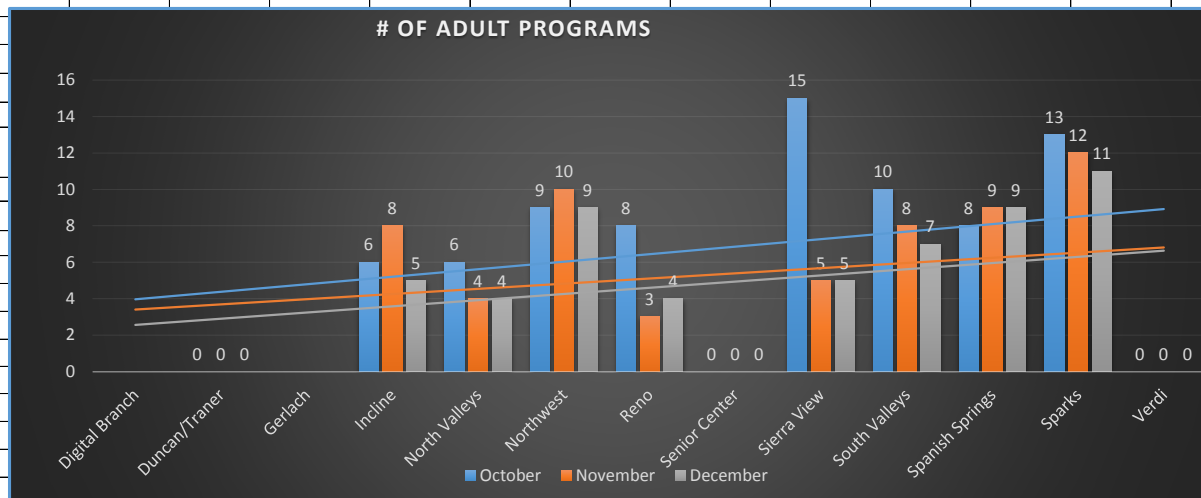
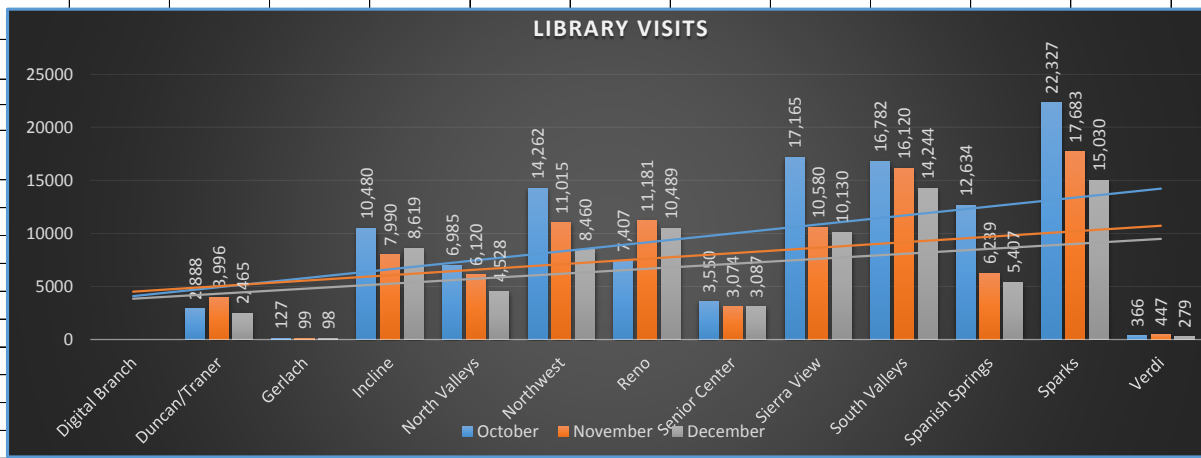
NOTE: DUE TO GATE COUNT PROBLEMS AT SO, A PERCENTAGE OF CHECKOUTS TO GATE COUNTS (.65%) PRIOR TO NEW GATES BEING INSTALLED IS BEING USED TO DETERMINE CURRENT NUMBERS



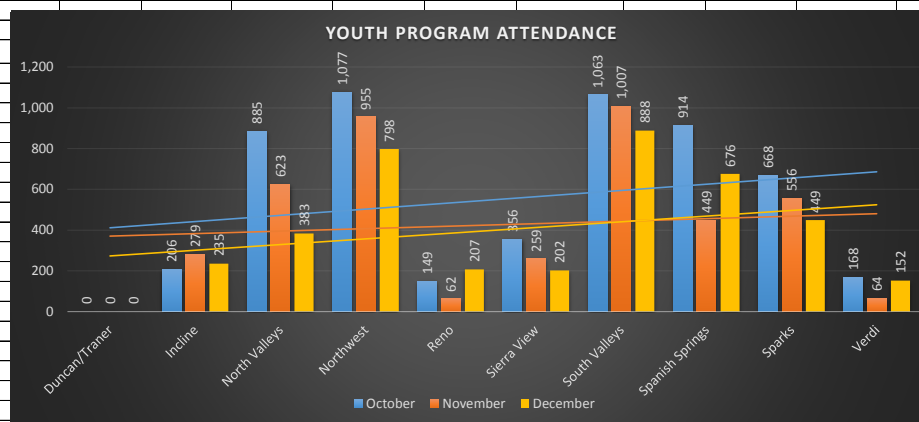
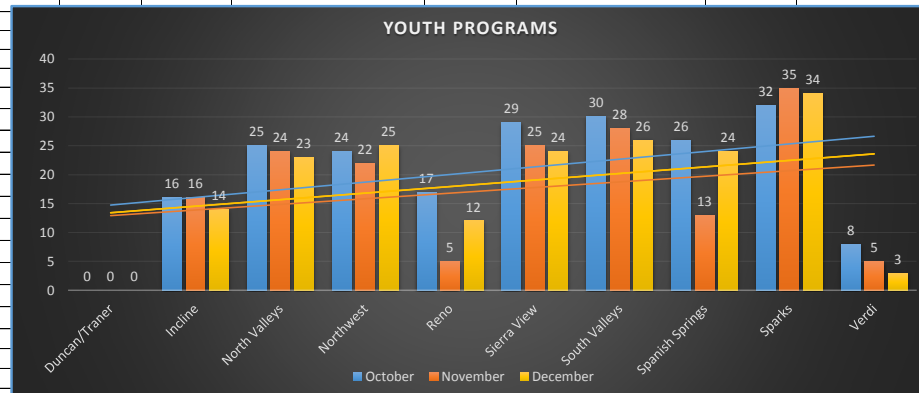
Note: Digital Branch includes ebooks, audiobooks, magazine checkouts

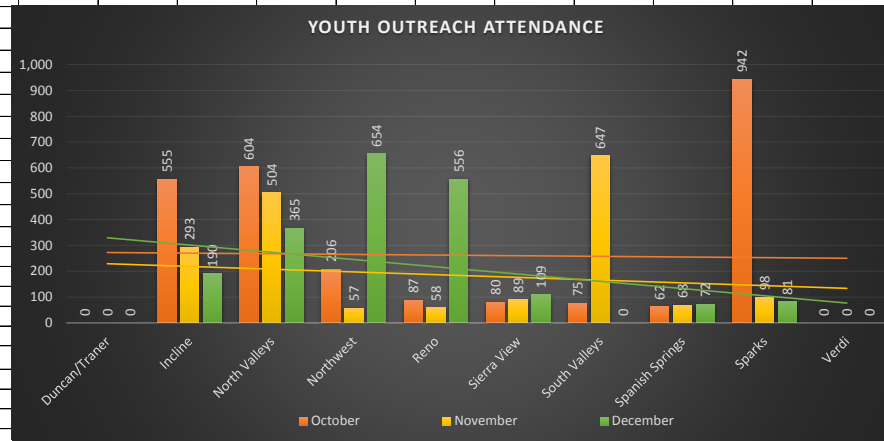
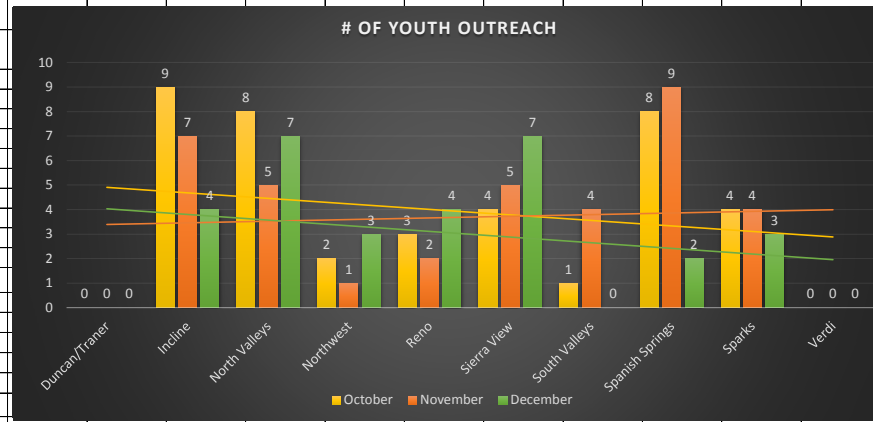
Duncan Traner & Verdi reflect public hours only

Gerlach reflects both public and school hours



Washoe County Library System Grows Young Readers												
												
FY 18/19 Second Quarter	# of Youth Programs			Youth Program Attendance			# of Youth Outreach			Youth Outreach Attendance		
BRANCH ACTIVITY	October	November	December	October	November	December	October	November	December	October	November	December
Digital Branch												
Duncan/Traner	0	0	0	0	0	0	0	0	0	0	0	0
Gerlach												
Incline	16	16	14	206	279	235	9	7	4	555	293	190
North Valleys	25	24	23	885	623	383	8	5	7	604	504	365
Northwest	24	22	25	1,077	955	798	2	1	3	206	57	654
Reno	17	5	12	149	62	207	3	2	4	87	58	556
Senior Center												
Sierra View	29	25	24	356	259	202	4	5	7	80	89	109
South Valleys	30	28	26	1,063	1,007	888	1	4	0	75	647	0
Spanish Springs	26	13	24	914	449	676	8	9	2	62	68	72
Sparks	32	35	34	668	556	449	4	4	3	942	98	81
Verdi	8	5	3	168	64	152	0	0	0	0	0	0
Total:	207	173	185	5,486	4,254	3,990	39	37	30	2,611	1,814	2,027
Administration Outreach							2	22	0	1,120	888	0





LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6h

FY2018/19

DATE ASSIGNED	TRUSTEE	TASK / AGENDA ITEM REQUESTED	ANTICIPATED COMPLETION	DATE COMPLETED
12/19/18	Trustee Parkhill	Request future agenda item for discussion/security update and proactive trainings for Library personnel in light of shooting at library in Sacramento – Security Report provided February 2019	None provided	
12/19/18	Chair Alderman	Tracking of children using issued children’s cards is a great start to building metric for Growing Young Readers Strat Plan Initiative – added on request to Board Task Record for tracking (Nancy/Debi)	June 2019	
12/19/18	Chair Alderman	Chair Alderman requested baseline metrics for Downtown Reno from now through completion of renovation for comparisons	June 2019	
12/19/18	Chair Alderman	Requests more thorough reporting for Tacchino Trust expenditures and balances specific to associated projects	February 2019	
12/19/18	Trustee Holland	Requested a future agenda item on how change of public hours is progressing	None provided – just changed in Jan 2019	
9/19/18	Not Applicable	Assistant County Manager Solaro to return to Board in January 2019 to report upon training progress (no time to add to January Agenda)	January 2019 – moved to Feb 2019	
11/15/18	Chair Alderman	Debi Stears to bring report with System/branch circulation numbers – request from NV circulation slide (no time to add to January Agenda)	January 2019 – moved to Mar 2019	
11/15/18	Trustee Stoess	Future agenda, not necessarily an action item, to discuss going to quarterly meetings versus monthly meetings (moved per Trustee Stoess at 12/19/18 meeting)	January 2019 – moved to Apr 2019	
9/19/18	Trustee Parkhill	Requested Board Task Record to be included in agenda	November Meeting	11/15/18 - LBOT
7/18/18 – LBOT Meeting	Chair Alderman Trustee Parkhill	Non-cash donations be set in a grid vs a list for the Board to see how the programs were attended in the branches - WCLS will work with all	November Meeting	11/15/18 – LBOT 11/6/18 – Trustee

LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6h

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		in October for layout of quarterly report for reporting at November mtg.		Alderman met with Director Scott
7/18/18 – LBOT Meeting	Chair Alderman Trustee Parkhill	See financial report consolidated so that the Board can see where the donations and grants in the Donation report correspond in the Financial Report - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	November Meeting	11/15/18 – LBOT 10/30/18 - Trustee Parkhill and Holland met with Director Scott
7/18/18 – LBOT Meeting	Chair Alderman	Would like statistical reports to quantify results to Strategic Plan so that the Board can see the impact - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	November Meeting	11/15/18 – LBOT 11/6/18 – Trustee Alderman met with Director Scott
8/15/18	Trustee Stoess	Resignation as FWCL liaison, appointment of Trustee Holland to FWCL liaison	September meeting	9/19/18 - LBOT
8/15/18	Trustee Parkhill	To meet with Director Scott and discuss financial report	Meeting scheduled 9/20/18	9/20/18 – Director Office
7/23/18 – Chair one-on-one	Chair Alderman	Library Director mandatory Leadership Training – Director Scott showed the Chair the webinar/training list provided by WCHR. Both agreed on something on-going. Jeff to contact trainer at UNR to provide one-on-one continuous coaching. Chair Alderman requested to speak with her also.	September Meeting	9/19/18 - LBOT
7/23/18 – Chair one-on-one	Chair Alderman	Overall Team report for YLSE – Director Scott noted that programming information is included in every monthly update of the Director’s Report	---	---
7/18/18 – LBOT Meeting	Chair Alderman	Agendize discussion for Financial report in August LBOT meeting - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	Meeting scheduled 9/20/18	9/20/18 – Director Office
7/18/18 – LBOT Meeting	Chair Alderman	Return Financial report to September LBOT meeting - WCLS will work with all in October for layout of quarterly report for reporting at	Meeting scheduled 9/20/18	9/20/18 – Director Office

LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6h

FY2018/19

		November mtg.		
7/18/18 – LBOT Meeting	Chair Alderman	Agendize dissolution Partnership Advisory Committee next Board meeting	August Meeting	8/15/18
7/18/18 – LBOT Meeting	Trustee Parkhill Chair Alderman	Would like to see a running list of accountability	August Meeting – TG	