

LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, JANUARY 15, 2025
5:30 P.M.
DOWNTOWN RENO LIBRARY
301 South Center Street, Reno, NV 89501

Library Trustees

Ann Silver, Chair

Tami Ruf, Vice-Chair

Gianna Jacks, Trustee

Lea Moser, Trustee

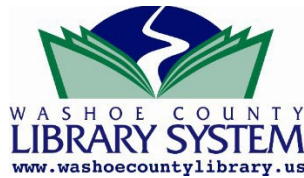
Marie Rodriguez, Trustee

Members of the public may attend this meeting in person or can attend by teleconference by logging into the Zoom webinar accessible through the following link: <https://us02web.zoom.us/j/84224131597> If prompted, use the following passcode: 889408 Please note: the Zoom link option will require a computer or phone with internet access or the Zoom application with audio capabilities.

Forum Restrictions and Orderly Conduct of Business. The Library Board of Trustees conducts the business of the Washoe County Library system and its citizens during its meetings. The orderly, efficient conduct of the meeting is integral and necessary to allow the Board to conduct business. The Chair or presiding officer may order the removal of any person whose statements 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. Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, threatening use of physical force, or any other acts intended to impede the meeting or infringe on the rights of the Library Board of Trustees, staff, or meeting participants. 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.

Public Comment. Public comments are welcomed during the Public Comment period at the beginning of the meeting for all matters, whether listed on the agenda or not. Additionally, public comment specific to the action item being considered will be heard during individual action items on the agenda. Public Comment is limited to two (2) minutes per person. Persons may not allocate unused time to other speakers. During the "Public Comment" items, anyone may speak pertaining to any matter either on or off the agenda. Anyone wishing to provide live public comment may do so in person, or by teleconference by logging onto the Zoom webinar by accessing the above link. To provide public comment via Zoom, log into the meeting at the above link and utilize the "Raise Hand" feature during any public comment period. Additionally, persons are invited to submit comments in writing by emailing Jamie Hemingway at The County will make reasonable efforts to send all email comments received by 4:00 p.m. on the business day before the meeting to the Trustees prior to the meeting.

Response to Public Comment. The 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 periods, 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 the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. To ensure the public has notice of all matters the Board will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for 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.”

How to Get Copies of Agendas and Support Documentation. Copies of agendas and supporting documentation for items on the agenda are 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 Jamie Hemingway at or (775) 327-8341. Copies of agendas and supporting materials are also posted on the following websites: www.washoecountylibrary.us and <https://notice.nv.gov>.

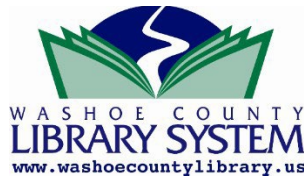
Special Accommodations. We are pleased to make reasonable accommodations for members of the public who are disabled, who need special accommodations or assistance, and wish to attend meetings. Should you require special assistance or accommodations for any Board meeting, please contact Jamie Hemingway at (775) 327-8341, at least 24 hours prior to the date of the meeting.

Possible Changes to Agenda and Timing. The Library Board of Trustees may take agenda items out of order, may consider two or more items in combination, may remove one or more items from the agenda, or delay discussion on an item. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

Posting of Agenda. Pursuant to NRS 241.020(4)(b), 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 website for the Washoe County Library System at www.washoecountylibrary.us and at <https://notice.nv.gov>.

Land Acknowledgement. We begin by acknowledging that we gather today on the ancestral homelands of the Waší-šiw (Washoe), Numu (Northern Paiute), Newe (Western Shoshone), Nuwu (Southern Paiute), and Pipa Aha (Mojave), the original caretakers of the land that we now call Nevada. Washoe County, formally named after the Washoe people in 1861, continues to be a gathering place and home for Indigenous Peoples, and we recognize their rich history and deep connections to these lands. May we honor their past, present, and future stewardship by remembering that the health of the land and its people are inextricably linked.

LIBRARY ADMINISTRATION
301 South Center Street | PO Box 2151, Reno NV 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.

- 0) Salute to the Flag
- 1) Roll Call [Non-Action Item]
- 2) Reports
 - a) Library Director Update by Director Jeff Scott [Non-Action Item]
 - b) Youth Services and Library Events Team Presentation [Non-Action Item]
 - c) Library Budget Review [Non-Action Item]
 - d) Library Technology Plan Update [Non-Action Item]
- 3) Public Comment – Two Minute Time Limit Per Person [Non-Action Item]
No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 4) Board Comment [Non-Action Item] – Limited to Announcements, Strategic Plan Activity, Updates or Issues Proposed for Future Agendas and/or Workshops
- 5) Approval of Meeting Minutes
 - a) Approval of Minutes from the Library Board Meeting of December 17, 2024 [For Possible Action]
- 6) Old Business [Non-Action Item]
 - a) Update from Human Resources and the Office of the County Manager on the Library Director performance evaluation process and possible action to provide direction on proposed evaluation objectives, goals, and schedule. [For Possible Action]
- 7) New Business
 - a) Acknowledge \$100,000 Donation from Friends of Washoe County Library [For Possible Action]
 - b) Review and Approve Collection Development Policy [For Possible Action]
 - c) Review and Approve Event and Presenter Policy [For Possible Action]
 - d) Review and Approve Adult Patron Use of Youth Area Policy [For Possible Action]
 - e) Review and Approve Unattended Children Policy [For Possible Action]
 - f) 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 [For Possible Action]
- 8) Public Comment – Two Minute Time Limit Per Person [Non-Action Item]
No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 9) Staff Announcements [Non-Action Item]
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 Director Update

Holidays at the Library

The Winter Explorer has been published and lists all of our holiday events. We are proud that many patrons include these events in their annual holiday traditions. During the holiday season, patrons made gingerbread houses, played the “Life-Sized Land of Candy Game” at Northwest Library, and attended holiday parties with Santa Claus. In addition, Washoe County Library staff marched in the Sparks Hometown Christmas Parade with our “Cowboy Christmas” themed bookmobile and book cart drill team, all decked out and ready to yee-haw.



Staff Day

Washoe County Library staff met on December 12th for Staff Day. This included a full day of events and training, covering topics such as Clifton Strengths, Artificial Intelligence, and Library of the Future, as well as planning for possible future budget outcomes.



Budget Timeline

Fiscal Year 2026 will be a year in which we need to focus on “Resilience and Innovation.”

Departments will use Anaplan (our new budgeting software) to enter and submit requests.

Important Dates:

January 7th Department Head Meeting with discussion on expectations and changes

January 14th BCC Fiscal Update including: FY24 results, FY25 estimates, FY26 base, 5-Year forecast (FY27 – FY31)

January 28th BCC Strategic Workshop



YOUTH SERVICES & LIBRARY EVENTS

OVERVIEW REPORT

YOUTH SERVICES AND LIBRARY EVENTS DIVISION

- The YSLE Division administers, directs, plans, organizes, and coordinates the library's youth and adult educational, arts, cultural, recreational, and informational library events, services, and collaborations.
- Manages systemwide initiatives like the Summer Reading Challenge and educational outreach, ensuring consistent, equitable access to library services while aligning with public library trends in childhood development, educational advocacy, and community events.
- Collaborates with local and state educators, school administrators, and community organizations to align library programs with broader educational and cultural needs.

The YSLE Team consists of Librarian representatives from each of the eight main libraries, along with the Internet Services Librarian, and strives to ensure equitable and consistent YSLE services, resources, and events systemwide.

Responsible for oversight of the following systemwide services, initiatives, and directives:

- Branch art galleries and displays
- Develop and implement guidelines, policies, and procedures
- Early literacy
- Educational institutions
- Educational outreaches
- Library events-in person and virtual
- Staff Training
- Reading Challenges
- Teen Engagement Group (TEG)
- Youth Services
- WCLS Events & Recognitions Calendar

EVENT PLANNING OVERVIEW

Youth Services and Library Events (YSLE) Team

The primary objective of event planning is to enrich and connect the community by offering educational, arts, cultural, recreational, and informational experiences at library branches and across the county.

Event Planning Timeline:

- Events are planned 6-9 months in advance for inclusion in the Explorer.
- To propose a library event, individuals are asked to complete the online Event Proposal Form.
- Submitted proposals are reviewed monthly by the Event Proposal Review Team.

All Events Need to Align and be Consistent with:

- Celebrations & Recognitions Calendar
- Library Events & Presenters Policy
- WCLS Mission and Vision Statement
- WCLS Statement of Values
- WCLS Strategic Plan
- YSLE Charter

Event Planning Considerations

- Events are planned using YSLE guidelines to ensure systemwide consistency.
- When building partnerships and planning events, it's essential to reflect the diversity of our community.

Budget

- The YSLE Manager collaborates with Washoe County management, administration, and the Friends of Washoe County Library to oversee the YSLE budget and the distribution of funds for events and initiatives.

EVENT PLANNING RUBRIC

CONSIDERATIONS	1. DOES NOT MEET EXPECTATIONS	2. APPROACHES EXPECTATIONS	3. MEETS EXPECTATIONS	4. EXCEEDS EXPECTATIONS
<p>A. EVENT CAN BE PLANNED FOR 6-9 MONTHS IN ADVANCE</p>	<p>Timeline is unreasonable for library event planning.</p>	<p>Timeline is less than 3-6 months but could be considered due to other measurements including relevance to current events, alignment with existing/planned library event, or other time sensitive considerations or limitations.</p>	<p>Event could be scheduled 6-9 months out.</p>	<p>Event has no timeline limitations and/or is proposed for more than 9 months out.</p>
<p>B. HIGH INTEREST TOPIC</p>	<p>Event topic is not relevant or of high interest for libraries or library patrons.</p>	<p>Event topic could be edited to meet appropriate interest.</p>	<p>Topic aligns with some of strategic priorities, relevant to current trends/interests, or WCLS Events and Celebrations Calendar. Event is something that addressed the diverse interests of our community.</p>	<p>Topic aligns in all areas of library policies, procedures, and strategic priorities. Event is a current topic and would be of great interest to our patrons/community.</p>
<p>C. APPROPRIATE TOPIC OR SUBJECT MATTER</p>	<p>Topic or subject matter is not appropriate for a public library event, does not provide equal access or equal rights, or is a business/paid service promotion.</p>	<p>Topic or subject matter is appropriate for library patrons but lacks criteria such as inclusiveness, equal access, or equal rights, or is a business/paid service promotion.</p>	<p>Topic is acceptable for patrons/community. Includes some criteria that fits the needs of the our diverse community. For example, the event may contains some of the following: inclusiveness, equality, satisfactory resources, or informational needs of community.</p>	<p>Topic is acceptable, current and relevant for patrons/community. It has the potential to be presented in multiple branches. The topic or subject matter is appropriate, timely for our diverse community.</p>

EVENT PLANNING RUBRIC

CONSIDERATIONS	1. DOES NOT MEET EXPECTATIONS	2. APPROACHES EXPECTATIONS	3. MEETS EXPECTATIONS	4. EXCEEDS EXPECTATIONS
<p>D. ALIGNS WITH STRATEGIC PRIORITIES</p>	<p>Does not align with any WCLS Strategic Priority.</p>	<p>Event does not directly align with Strategic Priorities but may be altered or redesigned to meet one or more.</p>	<p>Event aligns with one or more WCLS Strategic Priority.</p>	<p>Event aligns with multiple facets of the current WCLS Strategic Priorities.</p>
<p>E. EXPERT OR EXPERIENCE IN SUBJECT MATTER</p>	<p>Event has no supporting organizations or references. Event lacks competence or efficient knowledge or experience in subject matter.</p>	<p>Event contains some knowledge or competence, but there is not support or vetting from a reputable institution. No credentials are present.</p>	<p>Event contains expertise or experience in subject matter. Presenters have credentials or references. Organization's purpose and/or values provide expertise in subject matter.</p>	<p>Event is presented by a well-known organization or educational institution. Presenters are vastly knowledgeable in subject matter. References and credentials are current and valid.</p>
<p>F. BACKED BY EDUCATIONAL OR NONPROFIT INSTITUTION OR FULFILLS THE APPROPRIATE CREDENTIALS OR REFERENCES</p>	<p>Event is sales, self-promotion, or an individual with no supporting organizations or credentials.</p>	<p>Presenter works or has some affiliation with a vetted organization, but the organization is not directly involved in the event presentation.</p>	<p>Event is proposed from an individual affiliated and supported by an educational or nonprofit organization. Or event presenter has appropriate credentials and references.</p>	<p>Event is proposed and presented directly through an educational or nonprofit organization that is dedicated to a cause that provides equal access and has a clear mission and vision that that benefits patrons/community. Educational presentations are prepared, formal, and of quality. If event is not through a nonprofit or educational institution, the presenter has appropriate licensing, credentials, and multiple unbiased references.</p>

EVENT PLANNING RUBRIC

CONSIDERATIONS	1. DOES NOT MEET EXPECTATIONS	2. APPROACHES EXPECTATIONS	3. MEETS EXPECTATIONS	4. EXCEEDS EXPECTATIONS
<p>G. In Adherence of Library Event and Presenters Policy</p>	<p>Event violates Library Event and Presenters Policy.</p>	<p>Event has partial or a component that does not align with Library Event and Presenters Policy.</p>	<p>Event does not violate policy.</p>	<p>Event does not violate policy and meets all the criteria in policy. Event provides strong opportunities for arts, cultural and educational enrichment and engagement for patrons/community.</p>
<p>H. Diversity, Equity, and Inclusion in event proposal</p>	<p>Event is not inclusive and does not represent our diverse community. There is not consideration related to diversity, equity and inclusion in proposal.</p>	<p>Event may have some DEI qualities, but it contains some unconscious bias. This could include selection of content, speakers, or other components of the event.</p>	<p>Event incorporates considerations related to DEI in planning and execution.</p>	<p>Event incorporates considerations related to DEI in planning and execution. Event has framework that emphasizes creating environments where individuals of all backgrounds, identities, and abilities feel valued, included, and have equal opportunities. Event actively promotes a culture of inclusion.</p>

STAFF TRAINING

TEAM BUILDING & CONTINUOUS LEARNING



YSLE Team Partnership Visit
Pioneer Center for the Performing Arts



Baby Story Time Staff Training

- Story Time trainings
- Summer Reading Challenge
- Safe Place
- Educational outreaches
- Event planning
- Other training needs as identified

SCHOOL SUPPORT

COMMUNITY & SCHOOL OUTREACHES



Nevada Reading Week School Outreach



Marvin Moss Elementary School Outreach



"Math Counts" Early Childhood Outreach

Free!

After-School Homework Help

Sierra View Library
Tuesdays and Thursdays
3:30-5:30 pm



Washoe County Library Provides School Support

School Support:

Ensure Washoe County Library System supports in-school children to help them succeed.

SCHOOL SUPPORT

EARLY LITERACY



"I'm Ready for K!"



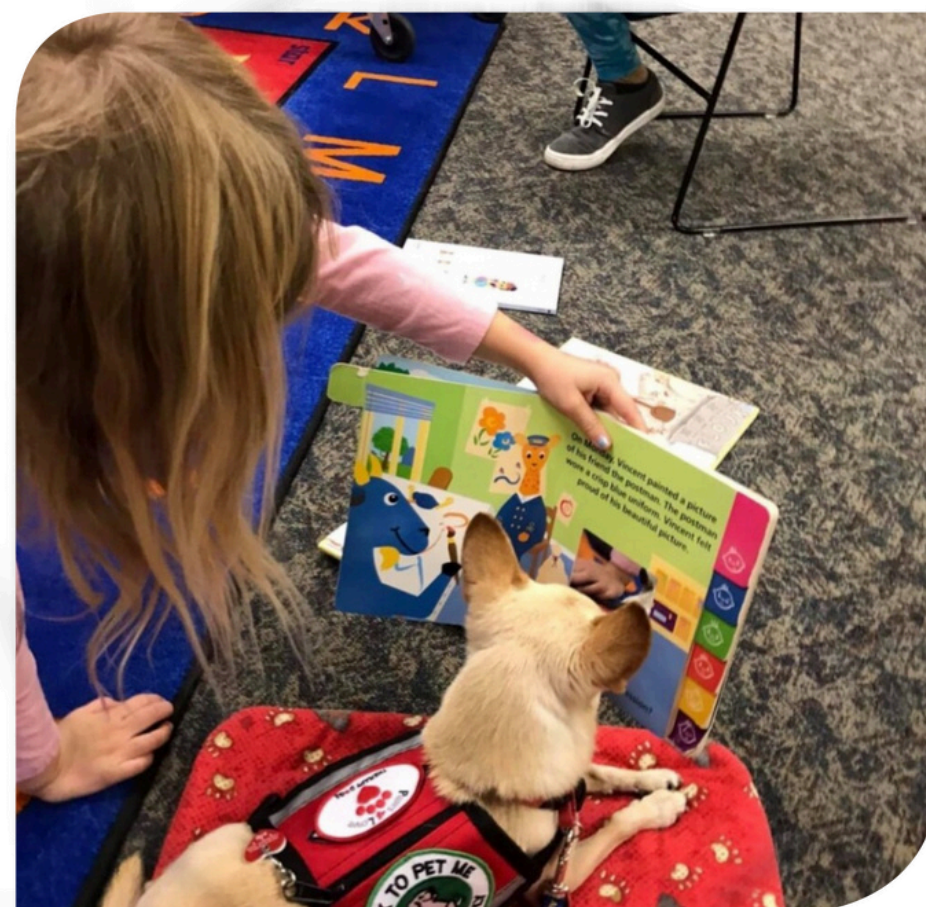
*What I know about Nevada's Pre-K Standards and more:
A booklet for my parents and teachers.*



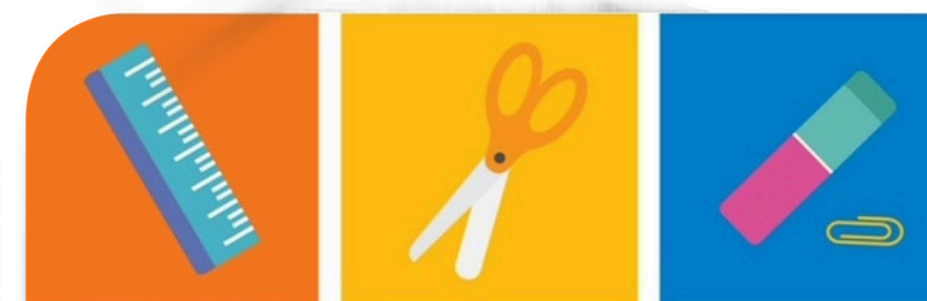
Dolly Parton Imagination Library



Toddler Time - North Valleys Library



Paws 2 Read



KINDERGARTEN CAMP

Registration required: washoelibrary.org/kindercamp

Sierra View Library
August 6-8
11 am-noon



SCHOOL SUPPORT

MY FIRST LIBRARY CARD PROJECT



Ensuring every child has access to a library card upon birth

MY FIRST

LIBRARY CARD

SIGN UP TODAY!
AGES 0-3 YEARS



Early Literacy Starts at Birth!

Benefits of Reading Include:

- Bonding Time with Baby
- Building Language Skills
- Emotional Learning
- Establishing Routines
- School Success



Talk, Sing, Read, Write, Play with your baby everyday!

washoecountylibrary.us/services/babycard.php

Connect, Gather, Explore
WASHOE COUNTY LIBRARY SYSTEM washoecountylibrary.us

SCHOOL SUPPORT

MY FIRST LIBRARY CARD PROJECT



Baby Story Time – Sierra View Library



Baby Social – Northwest Reno Library

Join us for
STORY TIME
at the
LIBRARY

Read books, sing songs, learn, & have fun!



It's never too early to start baby on the path to reading readiness.

Story Time is a great place for babies and caregivers alike to meet and support each other!

Find information about Baby Story Times and other library resources by visiting <http://washoelibrary.org/baby>



Connect, Gather, Explore

WASHOE COUNTY LIBRARY SYSTEM washoecountylibrary.us



SCHOOL SUPPORT

READING CHALLENGES



100 BOOKS BEFORE GRADUATION

TEEN READING CHALLENGE



SCHOOL SUPPORT

READING CHALLENGES



CELEBRATE OUR DIVERSE COMMUNITY



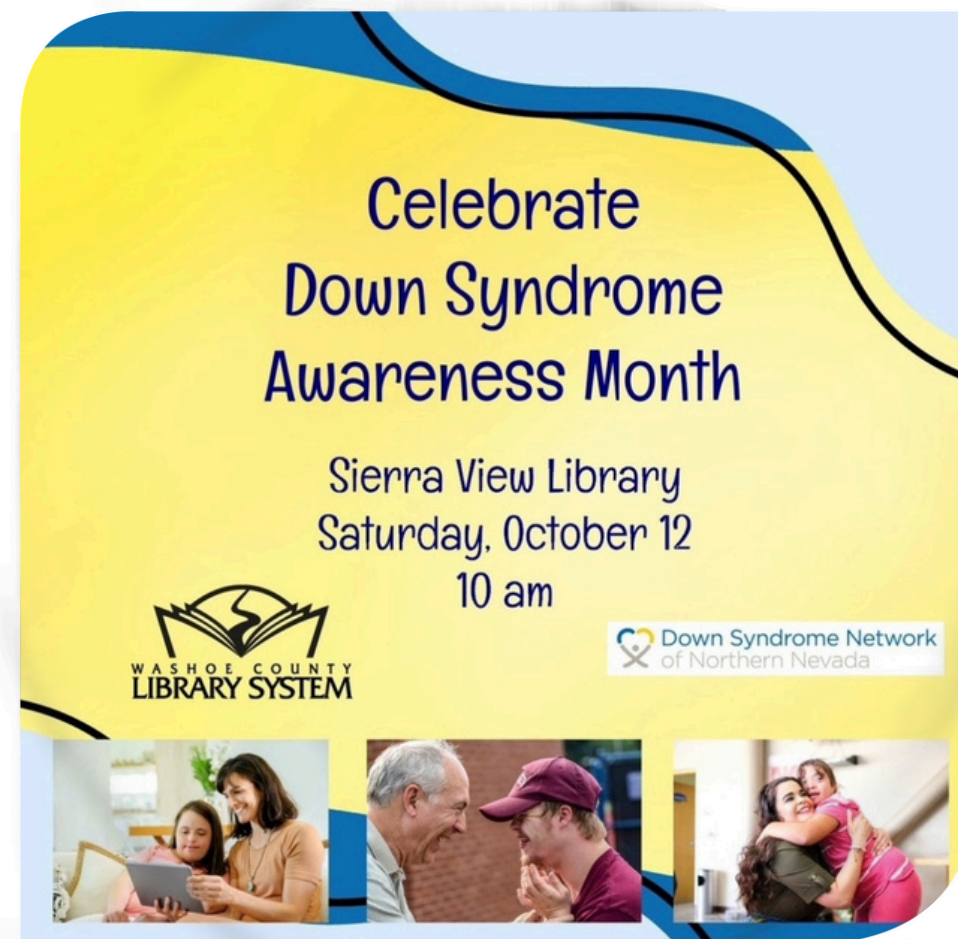
RAINBOWFEST

washoelibrary.org/rainbowfest





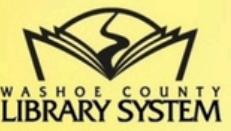
Saturday, June 15
North Valleys
Festival and activities: 10 am–1 pm
Drag Story Hour: 10:30 and 11:30 am

Thursday, June 20
Downtown Reno
Activities: 10 am–1 pm
Drag Story Hour: 10:30 and 11:30 am



Celebrate Down Syndrome Awareness Month

Sierra View Library
Saturday, October 12
10 am



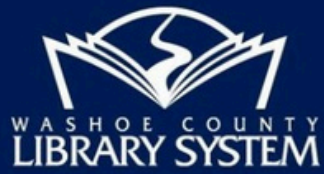
Celebrate Down Syndrome Awareness Month



CELEBRATE OUR DIVERSE COMMUNITY

COMMUNITY & SCHOOL OUTREACHES

The Sierra View Library and
Reno Town Mall present
Día: Children's Day!



Saturday, April 27, 11 am-2 pm
washoelibrary.org/childrensday

Reno Town Mall
4001 S. Virginia St.

Each Story MATTERS Every Child COUNTS

Día
Children's Day/
Book Day
Celebrate with Us!

dia.ala.org

alsc
ASSOCIATION FOR LIBRARY SERVICE TO CHILDREN

**Diverse Abilities
Connect and Play**

Connect, create, and play
in a welcoming and safe environment!

Sierra View Library
Thursdays, 5-6:30 pm
June 20, July 18, August 15

washoelibrary.org/diverseabilities



A Moving Sound

a UNR Performing Arts Series presentation

Wednesday, September 25, 3:30 pm
North Valleys Library



Kantu Inka – South Valleys Library

Black History Month

Discover the Seldom Told History
of North Valleys
North Valleys Library

This talk traces the history of the North Valleys
area through the Black experience.

Wednesday, February 7 event canceled
and rescheduled for
Wednesday, February 21, 5 pm

STIMULATE IMAGINATION

CONNECT, GATHER, EXPLORE!

A Magical Journey Awaits You with Phil Ackerly



Saturday, June 15 – Sunday, August 4

washoelibrary.org/philackerly



Bright Star Touring Theatre presents

Alice in Wonderland and the King of Watts

- Downtown Reno Library • Sunday, May 5, 3 pm
- North Valleys Library • Friday, May 10, 4 pm
- Incline Village Library • Saturday, May 11, noon
- Northwest Reno Library • Sunday, May 12, 11 am
- Spanish Springs Library • Sunday, May 12, 2 pm

washoelibrary.org/aliceinwonderland



F-Rock Crew

A Pioneer Center Youth Programs presentation

- Duncan/Traner Community Library • Friday, May 3, 10 am
- North Valleys Library • Saturday, May 4, 11 am
- Northwest Reno Library • Sunday, May 5, 11 am
- Spanish Springs Library • Sunday, May 5, 2 pm
- South Valleys Library • Wednesday, May 8, 5:30 pm



For more info, visit washoelibrary.org/pcyp



Maya Soleil Traditions

A Pioneer Center Youth Programs presentation

- North Valleys Library • Friday, April 26, 4 pm
- Sierra View Library • Saturday, April 27, 11 am
- Spanish Springs Library • Sunday, April 28, 2 pm



For more info, visit washoelibrary.org/pcyp

PBS Reno presents
Curious George Construction Vehicles

Sierra View Library
Friday, June 7, at 11 am

PBS Reno
Celebrating 40 Years

washoelibrary.org/pbsreno

STIMULATE IMAGINATION

CONNECT, GATHER, EXPLORE!

Letters to Veterans & Troops



November 1–8

- ▶ **North Valleys Library**
- ▶ **Northwest Reno Library**
- ▶ **Sierra View Library**

Visit a participating library and write a letter to a military veteran or active service member. Letters will be distributed to veterans and troops in Nevada.



FAMILY ENGAGEMENT ACTIVITIES



presented by the **Children's Cabinet**

Join the Children's Cabinet for fun and educational hands-on activities that support Nevada Pre-Kindergarten and Early Learning Standards.

DECEMBER – North Valleys, Wednesdays, 11 am

JANUARY – Sierra View, Fridays, 11 am

FEBRUARY – Downtown Reno, Tuesdays, 10:45 am

Registration may be required. To register, scan the QR code or visit washoelibrary.org/childrenscabinet.



Santa Visit

Stop by the library to visit with Santa before he heads off to the North Pole to get ready for Christmas morning deliveries!

Downtown Reno Library
Tuesday, December 10, 10:15 am

Incline Village Library
Wednesday, December 11, 4 pm

Duncan/Traner Community Library
Friday, December 13, 3 pm



Registration required. To register, scan the QR code or visit washoelibrary.org/santa.



TEEN ENGAGEMENT GROUP

CONNECT, GATHER, INSPIRE!



The Holland Project Outreach

LINER
Notes

NEXT MEETING AUGUST 1st!

BOOK CLUB EXPLORING LIT,
FILMS, AND CONVERSATIONS
ABOUT MUSIC

8/1 • 6PM •
AT SIERRA VIEW LIBRARY



Dungeons & Dragons – South Valleys Library

SPILL THE TEA
TUESDAYS

AGES 13-19

CRICUT STICKERS
WITH CHIPS & DIP

TUESDAY, JULY 16, 2 PM
DOWNTOWN RENO LIBRARY

REGISTRATION REQUIRED
WASHOELIBRARY.ORG/SPILLTHETEAM

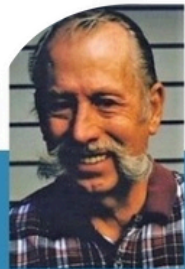
MEET THE ARTISTS

WEDNESDAY, APRIL 24, 5 PM
INCLINE VILLAGE LIBRARY
845 ALDER AVE, INCLINE VILLAGE, NV

INCLINE HIGH SCHOOL
STUDENT ART EXHIBIT
AT THE INCLINE VILLAGE LIBRARY
MARCH 6 & APRIL 2024

ADULT EVENTS

LIFELONG LEARNING



Nevada Historical Society presents High Noon with Neal Cobb:

How Captain George Whittell Saved Nevada's Lake Tahoe
with Bill Watson



Thursday, July 16
noon

Register for the Zoom event, or watch LIVE on Facebook



Historic Reno Preservation Society presents
2024 Second Sunday Speaker Series
Downtown Reno Library



Sunday, September 8, noon
Surviving Railroad Depots of Nevada
with Jean-Guy T. Dubè



Sunday, October 13, noon
Roy Frisch Findings
with Michael E. Fischer



Sunday, November 10, noon
Stories of Reno in World War II Nevada
with Chuck Weller

For more information,
visit washoelibrary.org/historicreno.



Local Author + Fest +



Special Guest

New York Times
bestselling author
Willy Vlautin

**Saturday,
November 9**

10 am - 4 pm
Downtown Reno Library
washoelibrary.org/authorfest24

Constitution Day and Citizenship Day

Tuesday, September 17
4:30 pm
Northwest Reno Library

Who were, and are "We the People"?
This presentation will examine the meaning of
citizenship over time and the expansion of rights
that citizenship confers, particularly to groups
historically excluded by race, ethnicity, and sex.

This presentation will be led by Dr. Mac Marquis

Lifelong Learning Series for Adults: Watercolor

Best for ages 55 and up.

Sierra View Library
Saturdays, September 14, 21, and 28
10 - 11:30 am





GOLDEN ENCORE

PRESENTED BY PIONEER CENTER



Erika Paul & David Aller- Downtown Reno Library



Aria 51 – Spanish Springs Library



Heather Lemmons – Sierra View Library



In-Tune Tales with Scot Marshall – Sparks Library



Karen Burns – Downtown Reno Library

ART GALLERIES

Library Galleries

Downtown Reno

September - October: Ruby Barrientos
November - December: Isela Rodriguez

Incline Village

September - October: Ali Makoutz
November: Jackie Peacock

North Valleys

September 1 - October 20: *Hiaki* by Ray Valdez
Reception: September 14, 1 pm

Northwest Reno

September 7 - November 5:
*Cairns, The Impermanence and Beauty of Stacking
Rocks* by April Gratrix
Reception: September 21, 1 pm
November 16 - December 29: *Waterways*
by Ashley Gottlieb
Reception: November 23, 1 pm

South Valleys

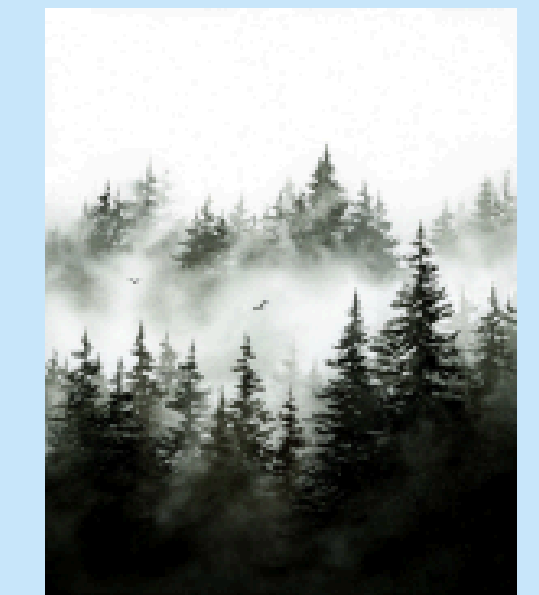
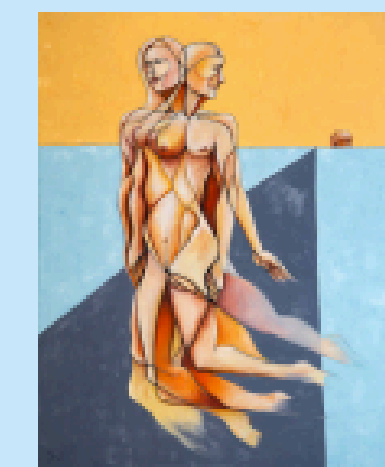
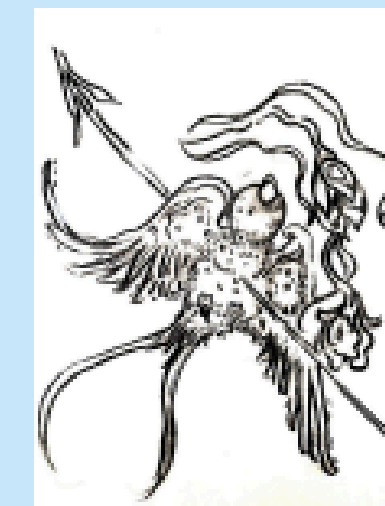
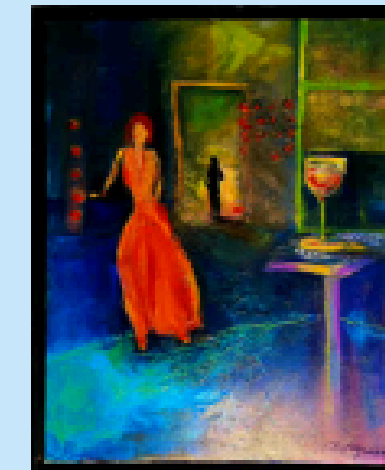
September - October: *Most Birds Fly*
by Sydney Corcoran
Reception: September 14, 2 pm
November - December: *Coming and Going*
by Maggi Shipley
Reception: November 9, 2 pm

Spanish Springs

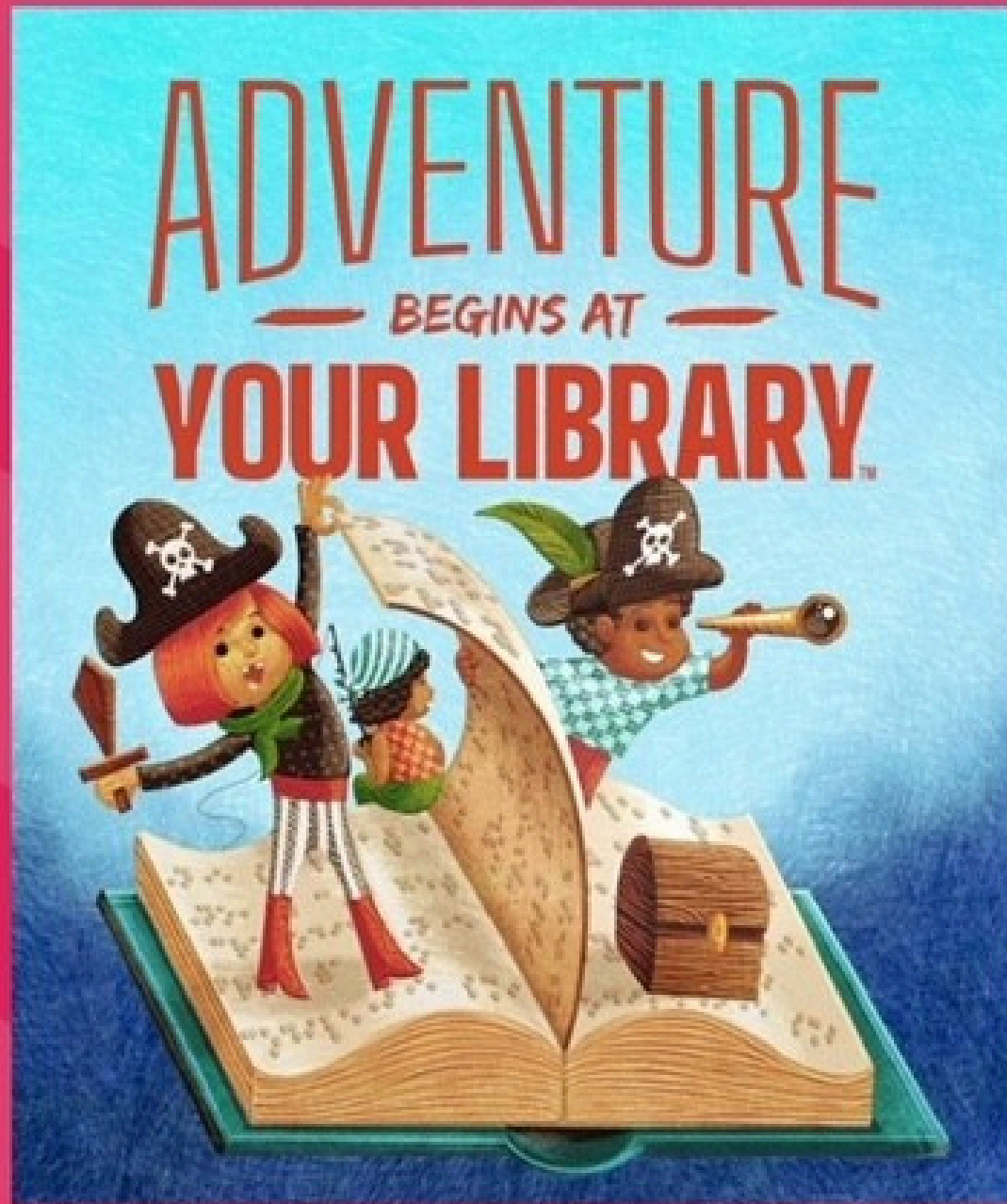
September - October: *Transfigured* by Robert Post
November - December: Kathryn Dudley

Sparks

September - October: Faith Almasi
November: JoD Davison



The Bias Inside Us Exhibit – Northwest Reno Library



2024
*Summer
Reading
Challenge*

June 1 - July 31

Log your summer reading with the Beanstack app.
Visit washoelibrary.org/summerreading
to get started.



PRIZES
FOR
ALL AGES!

2,248 SIGN UPS

603,800 MINUTES READ

9,988 BAGDES EARNED

Summer Reading Challenge Kickoff Parties

ADVENTURE
— BEGINS AT —
YOUR LIBRARY™



Friday, May 31

Duncan/Traner, 3 pm

Saturday, June 1

Incline Village, 11 am

Sparks, 11 am

Sierra View, 1 pm

North Valleys, 2 pm

Sunday, June 2

Northwest Reno, 11 am

South Valleys, 1 pm

Spanish Springs, 2 pm

Sunday, June 9

Downtown Reno, 1 pm



Get ready for the Summer Reading Challenge!
Visit washoelibrary.org/readingparty for details.



Incline Village Library



Downtown Reno Library



Northwest Reno Library

SUMMER



Spanish Springs Library



South Valleys Library



Sierra View Library



Sparks Library



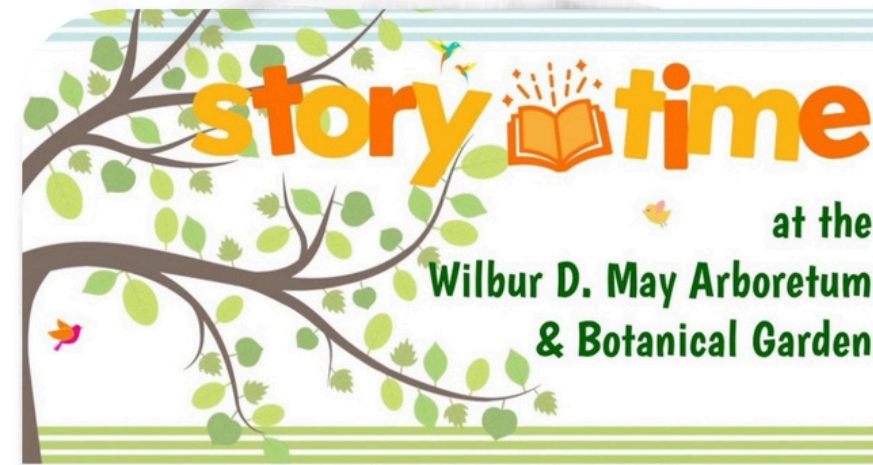
North Valleys Library

SUMMER EVENTS

SUMMER LEARNING & ENRICHMENT



Arboretum Story Time



Join your favorite Washoe County librarians for family-friendly outdoor story times in Honey's Garden at the Arboretum!



Thursdays, 10-11 am
June 6 - August 8

visit washoelibrary.org/arboretum for more information



Tater Tot the Capybara



Young Shakespeare – "A Midsummer Night's Dream"

COMMUNITY PARTNERS

BUILDING CONNECTIONS



Reno Philharmonic Family Concert Outreach



Reno Phil Discover Music – Incline Village Library

Reno Phil Discover Music Small Music Ensemble

Experience symphonic music through a family-friendly performance with interactive activities.

For more information, scan the QR code or visit washoelibrary.org/renophil.

Downtown Reno Library
North Valleys Library
Northwest Reno Library
North Valleys Library
Spanish Springs Library
North Valleys Library
Incline Village Library
South Valleys Library
North Valleys Library

Sunday, June 9, 3 pm
Wednesday, June 12, 10:30 am
Sunday, June 16, 11 am
Thursday, June 20, 3:30 pm
Tuesday, July 9, 4 pm
Thursday, July 18, 3:30 pm
Saturday, July 20, 1 pm
Thursday, August 1, 4 pm
Thursday, August 22, 3:30 pm



Terry Lee Wells Discovery Museum Story Time Outreach

Terry Lee Wells Nevada Discovery Museum at Your Library

01010100

Sierra View Library
September 20, 4:30 pm
washoelibrary.org/discovery

COMMUNITY PARTNERS

BUILDING CONNECTIONS



Spellbinders – Downtown Reno Library

The World's Largest Free International Festival of Magic Returning to Northern Nevada, November 15 - 17!

FRIDAY, NOVEMBER 15
Incline Village, 3:30 pm
Duncan/Traner, 4 pm
Northwest Reno, 5 pm
Sierra View, 5 pm
South Valleys, 5 pm

SATURDAY, NOVEMBER 16
Sparks, 1 pm
North Valleys, 2 pm

SUNDAY, NOVEMBER 17
Spanish Springs, noon
Downtown Reno, 1 pm

To register, visit washoelibrary.org/spellbinders



Musical Stories with the Reno Chamber Orchestra



Art with the Nevada Museum of Art



Nevada Museum of Art – Story Time Outreach

COMMUNITY PARTNERS

BUILDING CONNECTIONS

FWCL Funded Events 2024

2024 Summer Reading Challenge
June 1 - July 31

Log your summer reading with the Beanstack app. Visit washoelibrary.org/summerreading to get started.

2,250 SIGN UPS

603,900 MINUTES READ

9,991 BADGES EARNED

Summer Reading Challenge Prize Books

Thank you to the Friends of Washoe County Library

A Magical Journey Awaits You with Phil Ackerly

Saturday, June 15 - Sunday, August 4

washoelibrary.org/philackerly

Adventure Begins at Your Library with Wild Things presented by Conservation Ambassadors

North Valley Library Friday, June 21, 10:15 am	South Valleys Library Monday, July 1, 10:30 am
Duncan/Traner Community Library Friday, June 21, 3:30 pm	Spanish Springs Library Monday, July 1, 2 pm
Sierra View Library Saturday, June 22, 10 am	Northwest Reno Library Monday, July 1, 4 pm
Incline Village Library Saturday, June 22, 2 pm	Sparks Library Tuesday, July 2, 11:15 am
	Downtown Reno Library Tuesday, July 2, 3 pm

Participants will need to register and complete a waiver of liability before the show. To register, visit washoelibrary.org/wildthings.

Young Shakespeare, a D.G. Menchetti Education Program

A Midsummer Night's Dream

South Valleys • July 22, 11 am	North Valleys • July 25, 3:30 pm
Downtown Reno • July 22, 2 pm	Northwest Reno • July 27, 11 am
Incline Village • July 23, 5:30 pm	Spanish Springs • July 31, 4 pm
	Sparks • August 3, 11 am

Registration is recommended. To register, visit washoelibrary.org/youngshakespeare.

WE THANK YOU

- ### DOWNTOWN RENO

Staff at the Downtown Reno Library want to express their deepest gratitude for the support from Friends of the Washoe County Library. The programs we are able to provide for the families in our community year-round make a wonderful difference.
- ### INCLINE VILLAGE

Thank you, Friends! Your support of arts and cultural programs for the Incline Village community are invaluable to bringing community together, and for that we are extremely grateful.
- ### NORTH VALLEYS

We love our Friends of the Washoe County Library! The staff of the North Valleys Library appreciates your support and efforts. The North Valleys community benefits from the programming opportunities throughout the year that are afforded by the Friends' generous support. Thank you!
- ### NORTHWEST RENO & VERDI

Huge, heartfelt thank you for your support! The generous contributions from the Friends of Washoe County Library play a pivotal role in the success and impact we have on our community.
- ### SIERRA VIEW, DUNCAN/TRANER & GERLACH

At Sierra View we see firsthand how much work the Friends put into supporting our library system and we couldn't be more grateful. We are always so impressed by how well the sales run and how well-received they are by the public. Thank you from the bottoms of our hearts for your support! It makes a real impact in many young lives.
- ### SOUTH VALLEYS

Sincere thanks for your incredible support! Your generosity allows us to provide quality programming year after year, even during the leaner times. That consistency in offering educational and entertaining events has helped us to build and maintain our vibrant and necessary library system for our community. Your importance in what we do cannot be overstated.
- ### SPANISH SPRINGS

Thank you, thank you, thank you! We are so grateful for the support you have given us over the years, your organization has truly made a difference and enriched the lives of our community in Spanish Springs.
- ### SPARKS

Thank you, Friends of Washoe County Library! Your generous support makes it possible for us to offer programs and services that enrich the lives of our patrons, young and older. It is through your kindness and generosity that we are able to continue fostering a love for reading, learning, and community engagement. We truly appreciate the time and dedication that you give to the patrons and staff at the Sparks Library.

Thank you for bringing joy to our community!



Thank you Friends for supporting our Summer Reading Challenge. Your generous donation allows children in our community the opportunity to earn three brand-new books over the summer!

Appreciate YOU



Upcoming Friends-funded events:

- A Magical Journey Awaits You with Phil Ackerly
- Adventure Begins at Your Library with Wild Things presented by Conservation Ambassadors
- Young Shakespeare presents *A Midsummer Night's Dream*

COMMUNITY PARTNERS

CREATING SHARED EXPERIENCES

THANK YOU

Educational Initiatives Partnerships

- The Children's Cabinet
- Community Services Agency – Head Start
- Nevada Early Childhood Advisory Council
- Nevada Department of Education
- Nevada State Library, Archives and Public Records
- Truckee Meadows Community College
- United Way of Northern Nevada and the Sierra's Reading Coalition
- University of Nevada, Reno
- Washoe County School District

- Artown
- Arts 4 all Nevada
- City of Sparks
- Community Foundation of Northern Nevada
- Family Navigation Network
- Food Bank of Northern Nevada
- Historic Reno Preservation Society
- The Holland Project
- KUNR
- Nevada Adolescent Literacy Network
- Nevada Department of Wildlife
- Nevada Historical Society
- Nevada Humanities
- Nevada Museum of Art
- Nevada State Parks
- Northern Nevada Literacy Council
- Northern Nevada Pride
- Osher Lifelong Learning Institute (OLLI)
- Our Center
- Paws 4 Love
- PBS Reno
- Pioneer Center for the Performing Arts
- Reno Arts Consortium
- Reno Sparks Indian Colony
- Renown Medical Center
- Sierra Nevada Watercolor Society
- Terry Lee Wells Nevada Discovery Museum
- Washoe County



THANK YOU

Library Budget Update Executive Summary

Washoe County Library Board of Trustees received budget presentations in May and October with a Budget update in December. Below is the raw budget data. I am providing the general overview previously provided.

County Library of Budgets: https://www.washoecounty.gov/budget/library_of_budgets/index.php

County Budget: \$1,065,357,887

Library Gen Budget (1.1%): \$ 12,632,093

Library Exp Budget (0.4%): \$ 4,475,072

Total Library Budget (1.6%): \$ 17,107,165

General Fund Budget \$12,521,656

Staff and Benefits: \$11,589,613 (representing 101.5 staff)

Services and Supplies: \$1,094,429

Equipment Non-Capital: \$29,926

Seminars and Meetings: \$2800

Library Current Titles: \$54,720

Operating Supplies: \$56,359

Expansion Fund \$4,588,891

Staff and Benefits: \$2,457,219 (Representing 23 staff)

Services and Supplies: \$2,017,853

Current Titles: \$1,360,000 (book budget)

Equipment non-capital: \$179,770 (Technology Budget)

Both budgets are reviewed by the county and voted on by Washoe County Commissioners.

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10	Column11
Run by: JSCOTT										
Run date: 01/08/2021										
Report: 400/ZF15										

Period: 1 thru 7 2025		Fund: 000	Washoe County Fur							
Account: GO-P-L		Fund Center: 130-0	Library Departmen							

Accounts	Plan	Actual	PO Commit	Actual + PO	Available	Avail%	PreCommit	Available	Avail%	

471100 Library Fines and Fees	10,000.00-	4,057.36-		4,057.36-	5,942.64-	59.43-		5,942.64-	59.43-	
* FINES AND FORFEITURES	10,000.00-	4,057.36-		4,057.36-	5,942.64-	59.43-		5,942.64-	59.43-	
485315 Copy Machine Receipts	41,950.00-	18,268.30-		18,268.30-	23,681.70-	56.45-		23,681.70-	56.45-	
* MISCELLANEOUS	41,950.00-	18,268.30-		18,268.30-	23,681.70-	56.45-		23,681.70-	56.45-	
** REVENUE	51,950.00-	22,325.66-		22,325.66-	29,624.34-	57.02-		29,624.34-	57.02-	
701110 Base Salaries	6,693,798.16	3,340,362.83		3,340,362.83	3,353,435.33	50.10		3,353,435.33	50.10	
701120 Part Time	623,891.27	281,453.88		281,453.88	342,437.39	54.89		342,437.39	54.89	
701140 Holiday Work	400.00	592.80		592.80	192.80-	48.20-		192.80-	48.20-	
701200 Incentive Longevity	173,450.00	86,526.79		86,526.79	86,923.21	50.11		86,923.21	50.11	
701300 Overtime	1,000.00	987.77		987.77	12.23	1.22		12.23	1.22	
701403 Shift Differential	11,632.00	4,326.94		4,326.94	7,305.06	62.80		7,305.06	62.80	
701408 Call Back	330.00	478.22		478.22	148.22-	44.92-		148.22-	44.92-	
701409 Assmt Diff IV & Gerlach	24,403.38	17,391.09		17,391.09	7,012.29	28.73		7,012.29	28.73	
701414 Vacation Denied-Payoff		23,534.20		23,534.20	23,534.20-	23,534.20-		23,534.20-	23,534.20-	
701420 Incline Travel Allow		8,778.14		8,778.14	8,778.14-	8,778.14-		8,778.14-	8,778.14-	
* SALARIES AND WAGES	7,528,904.81	3,764,432.66		3,764,432.66	3,764,472.15	50.00		3,764,472.15	50.00	
705110 Group Insurance	1,088,887.41	506,471.79		506,471.79	582,415.62	53.49		582,415.62	53.49	
705115 ER HSA Contribs	106,000.00	115,438.45		115,438.45	9,438.45-	8.90-		9,438.45-	8.90-	
705190 OPEB Contribution	352,197.00	205,448.25		205,448.25	146,748.75	41.67		146,748.75	41.67	
705210 Retirement	2,333,434.68	1,153,661.12		1,153,661.12	1,179,773.56	50.56		1,179,773.56	50.56	
705230 Medicare April 1986	105,735.66	52,602.97		52,602.97	53,132.69	50.25		53,132.69	50.25	
705240 Grp Insur Budget Inc	54,775.00				54,775.00	100.00		54,775.00	100.00	
705320 Workmens Comp	11,514.18	5,713.86		5,713.86	5,800.32	50.38		5,800.32	50.38	
705330 Unemply Comp	8,165.51	1,746.23		1,746.23	6,419.28	78.61		6,419.28	78.61	
* EMPLOYEE BENEFITS	4,060,709.44	2,041,082.67		2,041,082.67	2,019,626.77	49.74		2,019,626.77	49.74	
710100 Professional Services	8,115.54	3,217.50	8,115.54	11,333.04	3,217.50-	39.65-		3,217.50-	39.65-	
710200 Service Contract	20,250.00	10,668.92	2,500.00	13,168.92	7,081.08	34.97		7,081.08	34.97	
710205 Repairs and Maintenance	1,176.00				1,176.00	100.00		1,176.00	100.00	
710210 Software Maintenance	3,500.00	1,800.00		1,800.00	1,700.00	48.57		1,700.00	48.57	
710300 Operating Supplies	56,359.00	26,634.64		26,634.64	29,724.36	52.74	12,264.84	17,459.52	30.98	
710310 Parts and Supplies	700.00				700.00	100.00		700.00	100.00	
710316 Library Cur. Titles	54,720.00	36,108.00	5,000.00	41,108.00	13,612.00	24.88		13,612.00	24.88	
710318 Library ILL Replacem	500.00	15.00		15.00	485.00	97.00		485.00	97.00	
710334 Copy Mach-Lease Exp	111,366.04	12,053.84	26,774.64	38,828.48	72,537.56	65.13		72,537.56	65.13	
710335 Copy Machine-Copies	59,021.89	5,129.51	23,071.62	28,201.13	30,820.76	52.22		30,820.76	52.22	
710350 Office Supplies	10,200.00	215.73		215.73	9,984.27	97.89		9,984.27	97.89	
710360 Postage	5,557.41	5,759.97		5,759.97	202.56-	3.64-		202.56-	3.64-	
710361 Express Courier	500.00	252.55		252.55	247.45	49.49		247.45	49.49	
710400 Prmts to O Agencies	6,173.12	3,772.92		3,772.92	2,400.20	38.88		2,400.20	38.88	
710502 Printing	1,800.00	505.00		505.00	1,295.00	71.94		1,295.00	71.94	
710506 Dept InsDeductible	400.00				400.00	100.00		400.00	100.00	
710507 Network and Data Lines		21.25		21.25	21.25-	21.25-		21.25-	21.25-	
710508 Telephone Land Lines	23,600.00	7,177.70		7,177.70	16,422.30	69.59		16,422.30	69.59	
710509 Seminars and Meetings	2,800.00	374.79		374.79	2,425.21	86.61		2,425.21	86.61	
710512 Auto Expense	11,785.00	4,609.89		4,609.89	7,175.11	60.88		7,175.11	60.88	
710519 Cellular Phone	5,000.00	1,051.96		1,051.96	3,948.04	78.96		3,948.04	78.96	
710529 Dues	800.00				800.00	100.00		800.00	100.00	
710535 Credit Card Fees	1,000.00	52.26		52.26	947.74	94.77		947.74	94.77	
710546 Advertising	800.00	200.53		200.53	599.47	74.93		599.47	74.93	
710600 LT Lease-Office Space	366,034.00	216,308.58	154,959.40	371,267.98	5,233.98-	1.43-		5,233.98-	1.43-	
711008 Combined Utilities	256,352.00	64,088.00		64,088.00	192,264.00	75.00		192,264.00	75.00	
711100 ESD Asset Management	2,517.00	1,608.39		1,608.39	908.61	36.10		908.61	36.10	
711113 Equip Srv Replace	7,531.81	6,872.83		6,872.83	658.98	8.75		658.98	8.75	
711114 Equip Srv O & M	13,598.78	6,447.07		6,447.07	7,151.71	52.59		7,151.71	52.59	
711117 ESD Fuel Charge	7,456.00	3,676.76		3,676.76	3,779.24	50.69		3,779.24	50.69	
711119 Property & Liability	14,890.00	8,685.81		8,685.81	6,204.19	41.67		6,204.19	41.67	
711210 Travel	10,000.00	3,009.60		3,009.60	6,990.40	69.90		6,990.40	69.90	
711300 Cash Over Short		25.00		25.00	25.00-	25.00-		25.00-	25.00-	
711504 Equipment nonCapital	29,926.00	1,479.21		1,479.21	28,446.79	95.06		28,446.79	95.06	
* SERVICES AND SUPPLIES	1,094,429.59	431,823.21	220,421.20	652,244.41	442,185.18	40.40	12,264.84	429,920.34	39.28	
** EXPENDITURES	12,684,043.84	6,237,338.54	220,421.20	6,457,759.74	6,226,284.10	49.09	12,264.84	6,214,019.26	48.99	

*** Total	12,632,093.84	6,215,012.88	220,421.20	6,435,434.08	6,196,659.76	49.05	12,264.84	6,184,394.92	48.96	

Run by: JSCOTT										
Run date: 01/08/2021										
Report: 400/ZF15										

Period: 1 thru 7 2025 Fund: 000 Washoe County Funds									
Account: GO-P-L Fund Center: 204-0 Library Expansion									
Accounts	Plan	Actual	PO Commit	Actual + PO	Available	Avail%	PreCommit	Available	Avail%
411000 General RPT Current	4,209,882.00-	2,378,852.66-		2,378,852.66-	1,831,029.34-	43.49-		1,831,029.34-	43.49-
411001 General RPT Prior	20,233.00-	2,411.58-		2,411.58-	17,821.42-	88.08-		17,821.42-	88.08-
411500 General PPT Current	270,398.00-	75,295.51-		75,295.51-	195,102.49-	72.15-		195,102.49-	72.15-
411501 General PPT Prior	10,584.00-	6,531.91-		6,531.91-	17,115.91-	161.71-		17,115.91-	161.71-
* TAXES	4,511,097.00-	2,450,027.84-		2,450,027.84-	2,061,069.16-	45.69-		2,061,069.16-	45.69-
481000 Interest-Pooled Inv.	15,000.00-	72,041.60-		72,041.60-	57,041.60	380.28		57,041.60	380.28
482100 RGL Pooled Inv.		8,612.33-		8,612.33-	8,612.33			8,612.33	
482200 URGL Pooled Inv.		26,009.48-		26,009.48-	26,009.48			26,009.48	
* MISCELLANEOUS	15,000.00-	106,663.41-		106,663.41-	91,663.41	611.09		91,663.41	611.09
** REVENUE	4,526,097.00-	2,556,691.25-		2,556,691.25-	1,969,405.75-	43.51-		1,969,405.75-	43.51-
701110 Base Salaries	1,387,495.35	692,686.83		692,686.83	694,808.52	50.08		694,808.52	50.08
701120 Part Time	192,865.21	91,249.57		91,249.57	101,615.64	52.69		101,615.64	52.69
701200 Incentive Longevity	45,550.00	20,700.00		20,700.00	24,850.00	54.56		24,850.00	54.56
701300 Overtime		997.53		997.53	997.53-			997.53-	
701403 Shift Differential	4,500.00	1,380.04		1,380.04	3,119.96	69.33		3,119.96	69.33
701408 Call Back		103.48		103.48	103.48-			103.48-	
701414 Vacation Denied-Payoff		4,780.15		4,780.15	4,780.15-			4,780.15-	
* SALARIES AND WAGES	1,630,410.56	811,897.60		811,897.60	818,512.96	50.20		818,512.96	50.20
705110 Group Insurance	211,841.09	99,615.67		99,615.67	112,225.42	52.98		112,225.42	52.98
705115 ER HSA Contribs	27,750.00	28,272.99		28,272.99	522.99-	1.88-		522.99-	1.88-
705190 OPEB Contribution	72,207.00	42,120.75		42,120.75	30,086.25	41.67		30,086.25	41.67
705210 Retirement	477,726.11	238,527.44		238,527.44	239,198.67	50.07		239,198.67	50.07
705230 Medicare April 1986	23,012.33	11,500.13		11,500.13	11,512.20	50.03		11,512.20	50.03
705240 Grp Insur Budget Inc	9,932.00				9,932.00	100.00		9,932.00	100.00
705320 Workmens Comp	2,349.64	1,166.66		1,166.66	1,182.98	50.35		1,182.98	50.35
705330 Unemploy Comp	1,991.13	441.14		441.14	1,549.99	77.84		1,549.99	77.84
* EMPLOYEE BENEFITS	826,809.30	421,644.78		421,644.78	405,164.52	49.00		405,164.52	49.00
710100 Professional Services	146,500.00	45,713.53	27,314.39	73,027.92	73,472.08	50.15		73,472.08	50.15
710142 Prop Tax Process Fee	20,470.00	5,512.51		5,512.51	14,957.49	73.07		14,957.49	73.07
710149 Invest Pool Alloc Ex	1,600.00	905.62		905.62	694.38	43.40		694.38	43.40
710200 Service Contract	38,100.00	2,000.58		2,000.58	36,099.42	94.75		36,099.42	94.75
710205 Repairs and Maintenance							83.52	83.52-	
710300 Operating Supplies	10,000.00	5,642.55		5,642.55	4,357.45	43.57		4,357.45	43.57
710316 Library Cur. Titles	1,360,000.00	532,356.72	182,066.49	714,423.21	645,576.79	47.47		645,576.79	47.47
710507 Network and Data Lines	150,000.00	68,639.72	65,940.00	134,579.72	15,420.28	10.28		15,420.28	10.28
710508 Telephone Land Lines		210.35		210.35	210.35-			210.35-	
710509 Seminars and Meetings	15,000.00	820.61		820.61	14,179.39	94.53		14,179.39	94.53
710512 Auto Expense	600.00	479.47		479.47	120.53	20.09		120.53	20.09
710519 Cellular Phone		276.92		276.92	276.92-			276.92-	
711119 Property & Liability	591.00	344.75		344.75	246.25	41.67		246.25	41.67
711210 Travel	15,000.00				15,000.00	100.00		15,000.00	100.00
711400 Overhead - General Fund	80,222.00	46,796.19		46,796.19	33,425.81	41.67		33,425.81	41.67
711504 Equipment nonCapital	179,770.00	17,043.77	18,650.00	35,693.77	144,076.23	80.14	3,339.68	140,736.55	78.29
* SERVICES AND SUPPLIES	2,017,853.00	726,743.29	293,970.88	1,020,714.17	997,138.83	49.42	3,423.20	993,715.63	49.25
** EXPENDITURES	4,475,072.86	1,960,285.67	293,970.88	2,254,256.55	2,220,816.31	49.63	3,423.20	2,217,393.11	49.55
814092 To Public Works Cons	124,628.20				124,628.20	100.00		124,628.20	100.00
** OTHER FINANCING SOURCES/USES	124,628.20				124,628.20	100.00		124,628.20	100.00

Library Technology Plan Update

The Washoe County Library Board of Trustees approved a Library Technology Plan in 2017. This plan is intended to keep the library system up to date regarding providing technology and internet access and developing policies associated with those services.

Washoe County Library System's goal is to provide reliable technology to maximize staff functionality and provide access to public internet and technology. While creating a sustainable environment, we strive to provide our patrons with the latest technology offerings through equipment, training, and reference. Our goal is to build a bridge to the future using library resources.

The focus of the plan was to:

- Washoe County Library System will have sufficient funds to maintain and replace its existing technology.
- Ensure sufficient internet speeds for our patrons.
- Washoe County Library System will provide technology training to the public and staff to keep up with the latest trends, leaving no person behind.
- Washoe County Library System will provide Maker Services that are needed in the community
- Washoe County Library Staff will keep up with technology trends to ensure we are ready for what's next.
- Washoe County Library System will be well-funded in terms of technology. It will pursue grants, raise funds, and advocate to provide needed technology.
- Washoe County Library System will survey and inquire about the community to ensure we are provided with needed technology.

Since this plan was approved, we have accomplished the following:

- Upgraded our internet speeds to 1GBPS at all branches
- Provide regular computer classes such as Book a Librarian
- Update and replace existing technology
- Library Board of Trustees Approved:
 - Library Internet Policy
 - <https://www.washoecountylibrary.us/about/policy-files/Policy-Internet%20Safety.pdf>
 - Public Use of Library Technology Policy
 - <https://www.washoecountylibrary.us/about/policy-files/Policy-Public%20Use%20of%20Library%20Technology.pdf>
- Applied for grants to enhance our technology infrastructure, including:
 - Automated Material Handlers at eight branches: \$150,000
 - Zoom Rooms at eight branches: \$150,000
 - Bookmobile with internet services: \$75,000
 - Enhanced Maker Services: \$75,000
 - Enhanced Presentation Equipment for Board meetings: \$25,000

- Enhanced Audio Visual Equipment in Meeting rooms: \$75,000 (implementation schedule 2025)
- Provide Chromebook and technology for checkout: \$25,000

Technology Plan Next Steps

In the past few years, technology has undergone unprecedented changes. Overnight, a simple internet search brings up an Artificial Intelligence prompt. While we may have become accustomed to proofreading assistance through office software, now, that software has become much more robust. How do we best use tools like these for our library system and prepare our workforce and patrons for this future? How we gather information, the hardware necessary to access it, and how we communicate with one another is changing rapidly. As a library system, we must be aware of cutting-edge technology while understanding the digital divide. We can experiment with new services, but we must ensure that those who now rely on technology to access services can do so.

In 2025, we will propose a new library technology policy in conjunction with a new strategic plan. This will include surveys and forums involving library staff, patrons, and the library board. Our first steps began at the Library Staff Day in December 2024, during which we discussed the Library of the Future. Staff were provided prompts and came up with ideas and solutions to propose as we worked towards the next steps of developing our plan. I will update the board regularly on our findings, ideas, and feedback as we move our library into the future.



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, DECEMBER 18, 2024**

5:30 P.M.

DOWNTOWN RENO LIBRARY 301 South Center Street, Reno, NV 89501

Library Trustees:

Ann Silver, Chair

Tami Ruf, Vice-Chair

Jacks, Trustee

Lea Moser, Trustee

Marie Rodriguez, Trustee

- 0) Salute to the Flag – Led by Assistant DA Herb Kaplan
- 1) Roll Call [Non-Action Item]
Present: Ann Silver, Trustee Jacks, Vice Chair Ruff, Trustee Rodriguez, Trustee Moser (online).
- 2) Reports
 - a) Library Director Update by Director Jeff Scott [Non-Action Item]

Library Director Scott gave an update on Budget and failure of WC1 and proposed actions.
 - b) Downtown Reno Library Presentation by Library Branch Manager Kristen Ryan [NonAction Item]

Branch Manager, Kristen Ryan gave a report on activities, programs and services from the Downtown Reno Library, including training and after hour events.
 - c) Circulation Team Presentation by [Non-Action Item]

Library Technology Manager, Brenda Owens gave an overview of the Circulation Service Team.

3) Public Comment – Three Minute Time Limit Per Person [Non-Action Item] No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.

1. William Puchert – Spoke about opposition to library opponents and chair comment about failure of WCI as Christmas present, and misinformation spread about WCI.
2. Alana Fitzgerald – Thanks Director and staff for their service, urged trustees to work toward fully funding libraries.
3. Cate Salim – Thanked Trustees for change in agenda to put reports first on agenda, shares a story of her referral of friend to library for resources.
4. Drew Ribar – Spoke about next steps in his lawsuit, claims library budget issues are from leadership and discussed his opinion of budget issues.
5. Adrienne Santiago – Executive Director of the Northern Nevada Literacy Council, highlighted partnership with Washoe County Libraries that improved literacy for the community.
6. Sandee Tibbett – Thanked media in defeating WCI, asked board to provide a detailed budget and complained about library staff salaries.
7. Candace Powell – Thanked Board and Director for changes to library suspension policy, worried about weekend hours due to failure of WCI.
8. Douglas Miller – Spoke about his ban from library meeting rooms and thanked Director Scott and Board, disagrees with changes to suspension policy.
9. Cliff Nellis – Spoke about experiences at DSH and opposition to WCI and his opinions on morality.
10. Bruce Parks – Announced his constitution class at the library meeting room in February, asked to see Program Policy on upcoming agenda, presented ethics complaint, and his opinion on library budget submission.
11. Reva Crump – Said that library user numbers are inflated due to counting voters as patrons who used the library to vote, spoke about the bookmobile schedule and use, suggested closing library in rental space.
12. Naseem Jamina – Thanked board for moving reports to top of agenda, urged board and Director to work together, offered training from Freedom to Read Nevada, and spoke in support of library funding.
13. Janet Butcher – Does not approve of 2-minute limit for public comment, gave criticism of library budget, spoke about opposition to two high level positions created in last year, and about her opinion on WCI failure.
14. Eithne Barton – Spoke in support of libraries and the amazing things that libraries do in the community.
15. Bruce Foster – Called for forensic audit of library, talked about ALA leadership, spoke about morality and opposition to some library books.
16. Val White – (online) Urged board to investigate death threats of libraries, spoke about her experience at SV library, called for independent audit of library, and complaints.

4) Board Comment [Non-Action Item] – Limited to Announcements, Strategic Plan Activity, Updates or Issues Proposed for Future Agendas and/or Workshops

Chair Silver requested Room Use Policy to be on the January Board Agenda.

Trustee Jacks – Said hi to her kids, put out contact cards and encouraged anyone to send their contact info and she will contact them and thanked commenters.

Vice Chair Ruff – Thanked staff for their presentations, she is still experiencing email issues.

Chair Silver – Spoke about email issues thanked Brenda Owens for her help.

Trustee Rodriguez – Her email is working, spoke about her visits with library staff to learn more about our libraries.

5) Approval of Meeting Minutes

a) Approval of Minutes from the Library Board Meeting of November 20, 2024 [For Possible Action]

Trustee Jacks expressed that discussions are not in minutes and questions and criticizes the minutes process.

Assistant DA stated that the official record is the recording, and the written minutes are only for an overview of the meeting and that the library minutes are in compliance.

Trustee Rodriguez made a motion to approve the minutes, Trustee Ruff seconded the minutes.

Public Comment:

1. Bruce Parks – Said there is a problem with hearing Zoom and board mics are issues on recordings.
2. Cliff Nellis – Spoke about concerns of previous library minutes.

The November meeting minutes were approved by a unanimous vote of the board.

6) Old Business [Non-Action Item] None

7) New Business

a) Update on Library Director performance evaluation process (Non-Action Item)

Dave Solero gave an update on proposal for Library Director evaluation process suggesting a consultant to help with the process including a timeline.

The board discussed the options presented by Dave Solero, asked many questions about the process.

The Board requested to work with HR instead of a consultant and wants to create a new form for evaluation. Chair Silver asked for updates and possibly a copy of the form at the next board meeting in January.

b) Library Budget Review

Provided historical information about WCI and the budget changes since the recession of 2008.

Outlined what services and hours might look like with the budget cuts resulting from the failure of WCI.

WCEA will be advocating to maintain the 4.5 million in the library budget to avoid staff layoffs.

Board members asked questions of Director Scott and requested a more detailed and thorough budget review in subsequent meetings.

8) Staff Announcements [Non-Action Item]

1. Debi Stears, Collection Development Manager – Announced the one millionth check out of Libby eBooks and Audiobooks.
2. John Crockett, Branch Manager Incline Village – Shared patron compliment for staff who helped him with his internet connection issues via the Book a Librarian service.

9) Adjournment at 8:25 pm.

From: [Andrew Maurins](#)
To: [Jacks, Gianna \(Board Member\)](#); [Silver, Ann \(Board member\)](#); [Moser, Lea \(Trustee\)](#); [Ruf, Tami \(Trustee\)](#); [Rodriguez, Marie L. \(Board Member\)](#); [Scott, Jeff](#)
Subject: Public comment for 1/15/25 LBOT meeting
Date: Sunday, January 12, 2025 2:05:26 PM

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Esteemed Trustees,

My name is Andrew Maurins, and I'm a Library Assistant II at the South Valleys branch.

By the time this week's meeting ends, you'll have likely heard several public commenters discuss Paul White's recent time spent at various branches around town, and the RGJ's subsequent coverage of it. In addition to invading the privacy of library users by attempting to spy on their internet usage, he has publicly misrepresented several key facets of library policy, for reasons known only to him.

First, our policies already factor in both caregivers' desire and responsibility to supervise their children's internet usage with (admittedly imperfect) filtering software, and adult users' right to view 1st Amendment-protected content without said software, if they so choose. This balance is necessary, both in order to comply with CIPA, and a library user's Constitutional right to view the protected content of their choice.

Second, our policies also grant leeway in dealing with any challenges that may arise from these situations. This includes (but is not limited to) moving a patron to another terminal whose screen is away from public view, or by terminating that person's internet session outright. The 1st Amendment is broad, but it's not unlimited, and contrary to Mr. White's claims, public libraries are no exception to this.

Third, Mr. White's publicly expressed desire to block all pornography on all library computers at all times is -- however well-intentioned in his eyes -- misguided in theory and totally unrealistic in practice. The best way to prevent children from viewing pornography remains caregiver supervision that adheres to existing library policy, not universal censorship drafted from one man's highly subjective fixation.

All of this is not to say that library policies are infallible or set in stone. Indeed, it's a responsibility of this very board to periodically update said policies as times and technology change. We will always welcome this dialogue when it comes from a place of genuine care for libraries and their users -- not from what I can only speculate is truly motivating Mr. White and his followers.

Thank you for your time.

Andrew Maurins

From: [Amy Pulver](#)
To: [Silver, Ann \(Board member\)](#); [Ruf, Tami \(Trustee\)](#); [Jacks, Gianna \(Board Member\)](#); [Moser, Lea \(Trustee\)](#); [Rodriguez, Marie L. \(Board Member\)](#)
Cc: [Scott, Jeff](#); [Solaro, David](#)
Subject: December Library Board of Trustees Meeting
Date: Friday, January 10, 2025 11:15:22 AM

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Dear Trustees of Washoe County Library Board,

Since the election, I have begun to attend Library Board of Trustees meetings, and I intend to continue to do so. I am an avid supporter of public libraries and have used them everywhere I have lived, including growing up in the old downtown Washoe County Public Library and being among the first patrons of the “new” (existing) downtown branch. In fact, the mother of one of my high school best friends was on the board during the construction of the library, and I love seeing her name on the wall every time I enter.

I was shocked and appalled by the discussion at the December board meeting regarding the annual performance review of the Director of the Library. While I do not have enough knowledge of his service to render an opinion on his performance, I am still appalled by the apparent lack of professionalism on the part of the board in conducting an appropriate review. In my decades of professional experience in numerous positions in the corporate world; non-profit sector; and public sector service (city, state, and federal levels), there has not been one time that I was not an active party to developing my work plan for the year with my supervisor, reaching agreement on the elements and measures of success for each element, and signing off on the plan. I knew what I was working toward the entire year, and the work plan was the basis for my annual review (in the case of the federal government, mid-year review, as well). In all environments, my own self-assessment based on the work plan and annual results, was also part of the review process.

It was apparent to me that the board had not done its job last December or January in working with the Director to establish a work plan, benchmarks and metrics for achievement, and qualitative indicators of success. The discussion at the board meeting that revolved around a “tool” or “rubric” was absurd, given that there did not seem to be a work plan in place from which to develop the rubric or evaluation tool. All of you (with the exception of Director Moser who was ill and not present for the entire meeting) claimed to have experience with performing evaluations and using tools for doing so, yet there was only passing acknowledgement by Vice Chair Ruf that a plan against which to evaluate the Director was missing. You all seemed very frustrated that you had arrived at December and had no basis for providing a professional review of the Director’s performance. Whose fault was that?

And, it all got worse when Chair Silver appeared ready to read from “feedback” she had apparently

prepared in advance, in spite of the fact that the substance of the evaluation of the Director was not on the agenda. Only the intervention by ADA Kaplan to remind the Chair of the Open Meetings violation caused her not to proceed with whatever she had planned to say.

It was also stunning to hear the Board reject out of hand the advice that Deputy County Manager Solaro provided that outlined a proper process for facilitation by an outside expert to assist the board and Director in developing a work plan and then evaluating the work of the Director against it. I remain puzzled and alarmed by the level of professionalism of this Board to conduct a coherent meeting, much less a fair evaluation of the Director.

I will continue to attend meetings and to call out non-professional behavior on the part of Directors. You owe the citizens of the county and Director Scott professional work, even if your work is voluntary.

Thank you for your consideration of my perspective.

Sincerely,
Amy Pulver

--

Amy Pulver
ALSPulver@gmail.com
303.588.8820

From: [Andrew Maurins](#)
To: [Silver, Ann \(Board member\)](#); [Ruf, Tami \(Trustee\)](#); [Jacks, Gianna \(Board Member\)](#); [Moser, Lea \(Trustee\)](#); [Rodriguez, Marie L. \(Board Member\)](#); [Scott, Jeff](#)
Subject: Public comment for 12/18/24 LBOT meeting
Date: Tuesday, December 17, 2024 4:24:25 PM

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Esteemed Trustees,

My name is Andrew Maurins, and I'm a Library Assistant II at the South Valleys Library. Some of you have met me at prior LBOT meetings and library events in person.

I'm submitting this comment to ask you **not** to believe anyone at this month's meeting who tries to argue that the failure of WC-1 unequivocally translates to defunding libraries. They will claim their opponents are trying to subvert the will of voters, but allow me to explain why this is absolutely not the case.

The language in the WC-1 ballot measure asks if an existing tax should continue to be set aside specifically for libraries. The "no" result of the vote sends this money to the county's general fund. That's it. Nothing more, and nothing less. And when this money goes to the general fund, the libraries, in turn, have just as much of a right to lobby and advocate for it as any other public service.

The measure says nothing — let me repeat, nothing — about going on to deprive libraries of vital funding. I have no doubt this hope rings true for several attendees of this meeting, but, again, that is **not** what is explicitly stated in the ballot measure. This is, if you'll permit me a book pun, reading too much into the results.

My own firsthand experiences also reinforce this disconnect. At our branch alone, we've seen and heard dozens of patrons state their regret for having voted "no" on WC-1. While it is true that anecdotes are not the same thing as data, this is not nothing, either.

At times, the mood among my colleagues and I has been pretty bleak for the last month. The very real threat of significant cuts has felt like a sword of Damocles hanging over each of us while we simply try to do our jobs as best as we can. But we've also been heartened by the overwhelming positive response by the community on our behalf at Board of County Commissioners meetings and in local media. That is what I will choose to carry with me in the coming months, and I hope you do the same in continuing to advocate for us.

Thank you for your time.

Andrew Maurins



Library Director Evaluation Process

Goal: Implement an improved performance evaluation process with qualitative objectives in alignment with direction from the Library Board of Trustees (LBOT), the Library's strategic plan and community engagement. Feedback will be provided solely by the LBOT via the established survey tool instrument.

Format:

4 weighted components

- Library Strategic Plan initiatives
- Library Operational Management
- Library Board of Trustee relations
- Community stakeholder engagement

1 non-weighted component – opportunities for growth and feedback

Final evaluation rating

Survey structure:

Section 1: Strategic Planning outcomes weighted at 40%:

90 day goals:

1. Facilitate development of a strategic plan update for FY26 – FY29/**FY30** by end of fiscal Q2, FY25 (December 31, 2025) with a progress update on process at 90 days.
2. Present draft library technology plan for LBOT review and feedback that incorporates a meeting room technology update for Spanish Springs, Incline Village, Sierra View, North Valleys, and Northwest Reno Libraries, in alignment with FY26 budget process and fund availability.
3. Present a draft plan to LBOT to improve service delivery to mono-lingual Spanish Speakers.

180 day goals:

1. Obtain LBOT approval on library technology plan, that incorporates a meeting room technology update for Spanish Springs, Incline Village, Sierra View, North Valleys, and Northwest Reno Libraries, in alignment with FY26 budget process and fund availability.
2. Obtain LBOT approval on plan to improve service delivery to mono-lingual Spanish Speakers.
3. Facilitate development of a strategic plan update for FY26 – FY29/**FY30** by end of fiscal Q2, FY25 (December 31, 2025) with a progress update on process at 180 days.
4. Develop and present to LBOT a draft plan to improve the Library Board Meeting Accessibility and Communication Experience in alignment with Washoe County Accessibility and Equity goals.
5. Analyze and present on mobile outreach services, including book mobile utilization, and community needs / engagement.
6. Provide a general progress update on the annual goals listed under strategic planning section.

Annual goals:

1. Complete the development of a strategic plan update for FY26 – FY29/FY30 by end of fiscal Q2, FY25 (December 31, 2025).
2. Present options for and begin a long-term facility assessment and capacity utilization study to be funded in subsequent fiscal years through budget planning, grant award and public/private funding streams.
3. Present a final plan and obtain LBOT approval to improve the Library Board Meeting Accessibility and Communication Experience in alignment with Washoe County Accessibility and Equity goals.
4. Develop a mobile outreach service delivery plan for the WLS, covering FY26+, based upon the analysis and presentation provided at the 180 day evaluation mark.
5. Develop an enhanced youth and adolescent outreach plan and extend the WLS reach into the Washoe County School District & other community partnerships.
6. Identify and partner with additional community resources to enhance adult workforce development and planning opportunities for the community.
7. Maintain existing program and service levels in WLS operations, in alignment with Washoe County FY26 budget guidance of resilience and innovation.

Section 2: Operational Management weighted at 25%:

90 day goals:

1. Develop and propose a FY26 library operating budget in alignment with Washoe County's established budget process that provides multiple scenarios to address the change in funding as a result of WC-1 not passing.
2. Encourage development of WCLS workplace culture through employee engagement activities, training, performance management, and participation in the annual Washoe County employee engagement survey.

180 day goals:

1. Develop and propose additional funding streams to support the Washoe County Library System through fundraising and grant opportunities.
2. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.

Annual goals:

1. Encourage development of WCLS workplace culture through employee engagement activities, training, performance management, and participation in the annual Washoe County employee engagement survey.
2. Develop and propose additional funding streams to support the Washoe County Library System through fundraising and grant opportunities.
3. Create operational strategy to implement the strategic plan for FY26 – FY29/FY30 by end of fiscal Q2, FY25 (December 31, 2025).

4. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.

Section 3: Board relations weighted at 20%:

All items to be evaluated at the 90 and 180 day mark and annually.

1. The Library Director effectively implements the LBOT’s policy directions and philosophy.
2. The Library Director proactively communicates complete and accurate information to all LBOT members in a timely manner.
3. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.
4. The Library Director is responsive to feedback from the LBOT and takes appropriate corrective action.

Section 4: Community stakeholder engagement weighted at 15%:

All items to be evaluated at the 90 and 180 day mark and annually.

1. The Library Director is accessible to leadership of community partners to Washoe County Library System programs; displaying appropriate diplomacy and tact.
2. The Library Director effectively communicates and coordinates with a variety of stakeholders throughout the region to further the mission and strategic objectives of the Washoe County Library System.
3. The Library Director seeks out opportunities to share library information with patrons and the community through the use of radio and television media, newspaper, magazine, print media, and other appropriate forms of media to reach the community.
4. The Library Director nurtures a positive and collaborative working relationship with the partners in the Washoe County Library System, including Friends of the Washoe County Library, and participates in sponsored community and organization events.

Section 5: Narrative – opportunities for growth and feedback – weighted at 0%

Evaluation Scoring:

Each section objective is assigned a rating using the following three point scale:

Rating	Description
1	Minimally effective: partially met objective
2	Effective: met objective
3	Highly Effective: exceeded objective



Score is averaged by section and then multiplied by the weight for the category.

Overall score assigned based on rubric.

Review receives an overall rating based on weighted, average scoring of all rated components.

Final Evaluation Overall Rating, assigned by the following rubric:

1.0 – 1.99	Minimally effective
2.0 – 2.99	Effective
3.0	Highly Effective

2025 Process Timeline:

January: LBOT & Director agree on evaluation criteria for the upcoming year.

March: Washoe County HR facilitates an interim survey check-in on objectives, works with Library Director to provide self-assessment and prepares any relevant data packet needed for LBOT to make determination via email.

April: At the April LBOT meeting, Washoe County HR facilitates a 3-month update on Library Director performance for LBOT to provide a 3 month evaluation and feedback on the current year evaluation objectives.

June: Washoe County HR facilitates an interim survey check-in on objectives, works with Library Director to provide self-assessment and prepares any relevant data packet needed for LBOT to make determination via email.

July: At the June LBOT meeting, Washoe County HR facilitates a 6-month update on Library Director performance for LBOT to provide a 6 month evaluation and feedback on the current year evaluation objectives.

November: Washoe County HR facilitates the following full evaluation process via email:

- Provide LBOT data analytics and accomplishment packet for scoring
- Release survey to LBOT and meet with each member to discuss the process, survey, and scoring rubric
- Analyzes all survey responses and prepares summary of evaluation performance to be provided to LBOT and discussed at an open public meeting

December: At the December LBOT meeting, Washoe County HR presents the results of the full 12 month evaluation survey and feedback, Library Director provides a full year in review update, LBOT discusses the performance evaluation outcomes, recommendations and feedback, and set the criteria and objectives for 2026 evaluation period.



Washoe County Library Director Evaluation 2025

90 day evaluation (April 2025)

Section 1: Strategic Planning outcomes weighted at 40%:

OBJECTIVE:	RATING:
1. Facilitate development of a strategic plan update for FY26 – FY29/FY30 by end of fiscal Q2, FY25 (December 31, 2025) with a progress update on process at 90 days.	
2. Present draft library technology plan for LBOT review and feedback that incorporates a meeting room technology update for Spanish Springs, Incline Village, Sierra View, North Valleys, and Northwest Reno Libraries, in alignment with FY26 budget process and fund availability.	
3. Present a draft plan to LBOT to improve service delivery to mono-lingual Spanish Speakers.	
Evaluator comments:	

Section 2: Operational Management weighted at 25%:

OBJECTIVE:	RATING:
1. Develop and propose a FY26 library operating budget in alignment with Washoe County’s established budget process that provides multiple scenarios to address the change in funding as a result of WC-1 not passing.	
2. Encourage development of WCLS workplace culture through employee engagement activities, training, performance management, and participation in the annual Washoe County employee engagement survey.	
Evaluator comments:	



Section 3: Board relations weighted at 20%:

OBJECTIVE:	RATING:
1. The Library Director effectively implements the LBOT's policy directions and philosophy.	
2. The Library Director proactively communicates complete and accurate information to all LBOT members in a timely manner.	
3. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.	
4. The Library Director is responsive to feedback from the LBOT and takes appropriate corrective action.	
Evaluator comments:	

Section 4: Community stakeholder engagement weighted at 15%:

OBJECTIVE:	RATING:
1. The Library Director is accessible to leadership of community partners to Washoe County Library System programs; displaying appropriate diplomacy and tact.	
2. The Library Director effectively communicates and coordinates with a variety of stakeholders throughout the region to further the mission and strategic objectives of the Washoe County Library System.	
3. The Library Director seeks out opportunities to share library information with patrons and the community through the use of radio and television media, newspaper, magazine, print media, and other appropriate forms of media to reach the community.	
4. The Library Director nurtures a positive and collaborative working relationship with the partners in the Washoe County Library System, including Friends of the Washoe County Library, and participates in sponsored community and organization events.	
Evaluator comments:	

Section 5: Narrative – opportunities for growth and feedback – weighted at 0%



Evaluator Comments – Opportunities for growth and overall feedback:

Final Evaluation Rating:

How the evaluation will be scored:

Each section objective is assigned a rating using the following three point scale:

Rating	Description
1	Minimally effective: partially met objective
2	Effective: met objective
3	Highly Effective: exceeded objective

Score is averaged by section and then multiplied by the weight for the category.

Each section will receive a weighted average score.

Final Evaluation Overall Rating, assigned by the following scale:

Review receives an overall rating based on weighted, average scoring of all rated components.

Rating	Description
1.0 – 1.99	Minimally effective: partially met objectives
2.0 – 2.99	Effective: met objectives
3.0	Highly Effective: exceeded objective



Washoe County Library Director Evaluation 2025

180 day evaluation (July 2025)

Section 1: Strategic Planning outcomes weighted at 40%:

OBJECTIVE:	RATING:
1. Obtain LBOT approval on library technology plan, that incorporates a meeting room technology update for Spanish Springs, Incline Village, Sierra View, North Valleys, and Northwest Reno Libraries, in alignment with FY26 budget process and fund availability.	
2. Obtain LBOT approval on plan to improve service delivery to mono-lingual Spanish Speakers.	
3. Facilitate development of a strategic plan update for FY26 – FY29/FY30 by end of fiscal Q2, FY25 (December 31, 2025) with a progress update on process at 180 days.	
4. Develop and present to LBOT a draft plan to improve the Library Board Meeting Accessibility and Communication Experience in alignment with Washoe County Accessibility and Equity goals.	
5. Analyze and present on mobile outreach services, including book mobile utilization, and community needs / engagement.	
6. Provide a general progress update on the annual goals listed under strategic planning section.	
Evaluator comments:	

Section 2: Operational Management weighted at 25%:

OBJECTIVE:	RATING:
1. Develop and propose additional funding streams to support the Washoe County Library System through fundraising and grant opportunities.	
2. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.	
Evaluator comments:	



Section 3: Board relations weighted at 20%:

OBJECTIVE:	RATING:
1. The Library Director effectively implements the LBOT's policy directions and philosophy.	
2. The Library Director proactively communicates complete and accurate information to all LBOT members in a timely manner.	
3. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.	
4. The Library Director is responsive to feedback from the LBOT and takes appropriate corrective action.	
Evaluator comments:	

Section 4: Community stakeholder engagement weighted at 15%:

OBJECTIVE:	RATING:
1. The Library Director is accessible to leadership of community partners to Washoe County Library System programs; displaying appropriate diplomacy and tact.	
2. The Library Director effectively communicates and coordinates with a variety of stakeholders throughout the region to further the mission and strategic objectives of the Washoe County Library System.	
3. The Library Director seeks out opportunities to share library information with patrons and the community through the use of radio and television media, newspaper, magazine, print media, and other appropriate forms of media to reach the community.	
4. The Library Director nurtures a positive and collaborative working relationship with the partners in the Washoe County Library System, including Friends of the Washoe County Library, and participates in sponsored community and organization events.	
Evaluator comments:	



Section 5: Narrative – opportunities for growth and feedback – weighted at 0%

Evaluator Comments – Opportunities for growth and overall feedback:

Final Evaluation Rating:

How the evaluation will be scored:

Each section objective is assigned a rating using the following three point scale:

Rating	Description
1	Minimally effective: partially met objective
2	Effective: met objective
3	Highly Effective: exceeded objective

Score is averaged by section and then multiplied by the weight for the category.

Each section will receive a weighted average score.

Final Evaluation Overall Rating, assigned by the following scale:

Review receives an overall rating based on weighted, average scoring of all rated components.

Rating	Description
1.0 – 1.99	Minimally effective: partially met objectives
2.0 – 2.99	Effective: met objectives
3.0	Highly Effective: exceeded objective



Washoe County Library Director Evaluation 2025

365 day evaluation (December 2025)

Section 1: Strategic Planning outcomes weighted at 40%:

OBJECTIVE:	RATING:
1. Complete the development of a strategic plan update for FY26 – FY29/FY30 by end of fiscal Q2, FY25 (December 31, 2025).	
2. Present options for and begin a long-term facility assessment and capacity utilization study to be funded in subsequent fiscal years through budget planning, grant award and public/private funding streams.	
3. Present a final plan and obtain LBOT approval to improve the Library Board Meeting Accessibility and Communication Experience in alignment with Washoe County Accessibility and Equity goals.	
4. Develop a mobile outreach service delivery plan for the WLS, covering FY26+, based upon the analysis and presentation provided at the 180 day evaluation mark.	
5. Develop an enhanced youth and adolescent outreach plan and extend the WLS reach into the Washoe County School District & other community partnerships.	
6. Identify and partner with additional community resources to enhance adult workforce development and planning opportunities for the community.	
7. Maintain existing program and service levels in WLS operations, in alignment with Washoe County FY26 budget guidance of resilience and innovation.	
Evaluator comments:	

Section 2: Operational Management weighted at 25%:

OBJECTIVE:	RATING:
1. Encourage development of WCLS workplace culture through employee engagement activities, training, performance management, and participation in the annual Washoe County employee engagement survey.	
2. Develop and propose additional funding streams to support the Washoe County Library System through fundraising and grant opportunities.	
3. Create operational strategy to implement the strategic plan for FY26 – FY29/FY30 by end of fiscal Q2, FY25 (December 31, 2025).	
4. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.	
Evaluator comments:	



Section 3: Board relations weighted at 20%:

OBJECTIVE:	RATING:
1. The Library Director effectively implements the LBOT's policy directions and philosophy.	
2. The Library Director proactively communicates complete and accurate information to all LBOT members in a timely manner.	
3. The Library Director is responsible with library funds; spends within allocated budget amounts; and proactively communicates regular budget updates, variances and potential needs of the library system to the LBOT.	
4. The Library Director is responsive to feedback from the LBOT and takes appropriate corrective action.	
Evaluator comments:	

Section 4: Community stakeholder engagement weighted at 15%:

OBJECTIVE:	RATING:
1. The Library Director is accessible to leadership of community partners to Washoe County Library System programs; displaying appropriate diplomacy and tact.	
2. The Library Director effectively communicates and coordinates with a variety of stakeholders throughout the region to further the mission and strategic objectives of the Washoe County Library System.	
3. The Library Director seeks out opportunities to share library information with patrons and the community through the use of radio and television media, newspaper, magazine, print media, and other appropriate forms of media to reach the community.	
4. The Library Director nurtures a positive and collaborative working relationship with the partners in the Washoe County Library System, including Friends of the Washoe County Library, and participates in sponsored community and organization events.	
Evaluator comments:	



Section 5: Narrative – opportunities for growth and feedback – weighted at 0%

Evaluator Comments – Opportunities for growth and overall feedback:

Final Evaluation Rating:

How the evaluation will be scored:

Each section objective is assigned a rating using the following three point scale:

Rating	Description
1	Minimally effective: partially met objective
2	Effective: met objective
3	Highly Effective: exceeded objective

Score is averaged by section and then multiplied by the weight for the category.

Each section will receive a weighted average score.

Final Evaluation Overall Rating, assigned by the following scale:

Review receives an overall rating based on weighted, average scoring of all rated components.

Rating	Description
1.0 – 1.99	Minimally effective: partially met objectives
2.0 – 2.99	Effective: met objectives
3.0	Highly Effective: exceeded objective

STAFF REPORT

BOARD MEETING DATE: January 15, 2025

DATE: January 10, 2025

TO: Library Board of Trustees

FROM: Debi Stears, Collection Development Manager
ddstears@washoecounty.gov

SUBJECT: Proposed Draft of New Collection Development Policy

SUMMARY

In response to the Library Board of Trustees' request to review and update board policies, the Collection Development Manager, Book Team, and Policy Review Committee have drafted a new Collection Development Policy.

This new policy includes the following changes:

Updates in selection criteria to include:

- Availability through library wholesaler
- Provide list of specific review journals consulted
- Regional and national sales trends
- Reputation of the publisher

Updated Request for Reconsideration process

- Requestors must have read, heard, or viewed entire work
- Limits Requests to individual residents of Washoe County
- Asks requestor to list which review sources they have consulted
- Collection Development Manager responds in writing to requestor
- Requestor may appeal to Library Director, who has final authority
- Removes Library Board of Trustees from appeal process, in line with NRS

Formatting Changes

- Follows Washoe County Digital Accessibility Guidelines
- Creates ability to submit Request for Reconsideration form electronically

Collection Development and Management Policy

The mission of the Washoe County Library System is to connect people with information, ideas, and experiences to support an enriched and engaged community, one person at a time.

I. PRINCIPLES

The Washoe County Library System Collection Development and Management Policy is based on the following principles:

- A. Materials are selected which provide for the interest, information, enlightenment, entertainment, education, development, enrichment, and/or self-improvement of all library patrons, within budgetary constraints and availability of materials.
- B. The freedom to read, along with the freedom to hear and to view, is protected by the First Amendment to the Constitution of the United States. This freedom, essential to our democracy, will be upheld, supported, and defended in the selection and accessibility of all library materials. In this regard, the library upholds the principles of the American Library Association's Library Bill of Rights (Appendix I), Freedom to Read (Appendix II), and Diverse Collections- An Interpretation of the Library Bill of Rights (Appendix III) as well as to the Nevada Library Association's Intellectual Freedom Policies (Appendix IV)
- C. Selection of materials does not constitute or imply agreement with or approval of the content, viewpoint, implications, or presentation of the materials.
- D. Librarians have a public and professional obligation to provide equal access to all library resources for all library users. The Library does not restrict access to the reading, listening, and viewing of its materials based on age.
- E. Parents or legal guardians have the right and responsibility to determine what is appropriate for their own children. The Library encourages parents to be involved with their child's use of the library and to guide their child's selection of library materials in keeping with their family values. The Library does not stand in loco parentis and the final responsibility for materials a child uses is up to the parent or guardian. The library does not remove or add evaluative labels on library materials such as MPAA ratings on motion pictures or language ratings on some CDs or audio recordings.
- F. The Library's collection is not archival in nature. The Library participates in interlibrary loan networks for the purpose of borrowing materials it may not retain in its collection. All patron requests will be considered for purchase and staff will determine if the request should be referred to interlibrary loan.

II. POLICY

In accordance with the above principles, the following policies apply in regard to materials selection and accessibility for the general library collection.

A. Selection

As budgetary constraints limit the purchase of materials, the selections made follow the aforementioned principles while attempting to maintain diversity, quality and responsiveness to patron interest patterns. As such, selections are made on the basis of any one, several, or all of the following considerations:

1. Diversity is pursued by attempting to meet the needs of all ages, backgrounds, and educational levels, by providing as many subject fields as possible, and by providing alternative perspectives on unpopular or unorthodox as well as popular materials. The collection represents various opinions and viewpoints on all issues of general concern and should broadly reflect the various ethnic and social groups in Washoe County.
2. Quality is pursued by applying professional discretion and standards established by the library profession and through the use of appropriate selection aids, including book reviews, best seller lists, etc.
3. Professional catalogers use Dewey and Library of Congress subject headings to place materials into the proper subject areas and assign them to Adult, Juvenile, Young Adult areas of the library. Reviews by professionals in the field and the librarians' expertise contribute to the proper placement of material.
4. The Library staff responds to community interests by careful consideration of the following: patron requests for purchases, use patterns for existing materials, purchase trends of similar materials from retailers, and any other source of information indicating community interests. The Library collection serves, to the degree possible, the interests of a diverse community without exclusion. Responsiveness to the interest of one individual or group is not restricted on the basis of dislike or objection of another individual or group.
5. Undue duplication of materials is avoided, either in the library itself, or with other institutions in the community. Esoteric or very technical works, and materials available elsewhere to special interest groups, are generally excluded from the collection. Materials may also be excluded if the existing collection already covers the field.
6. Materials with formats that do not conform or lend themselves to library use are usually excluded.
7. The Library accepts unrestricted, irrevocable gifts of books and other library materials. Gifts added to the collection must meet the same selection criteria as materials purchased for the collection.

Gifts not added to the collection will be sold for the benefit of the Library or otherwise discarded.

8. Materials are withdrawn from the collection to maintain the collection's usefulness, currency, and relevance. Withdrawn materials may be sold, used in collaboration with community agencies, recycled, or otherwise disposed of.

B. Criteria

Materials selections are made on the basis of any one, several, or all of the following specific criteria:

1. Present and potential relevance to community needs
2. A positive review in at least one of the following review journals:
 - *Booklist*
 - *Bulletin of the Center for Children's Books*
 - *Horn Book*
 - *Kirkus Reviews*
 - *Library Journal*
 - *New York Times Book Review*
 - *Publisher's Weekly*
 - *School Library Journal*
 - *VOYA Voice of Youth Advocates*
3. High standards of quality in content, expression and physical attributes (binding, printing, paper quality)
4. Contents that are timely, accurate, and representative of diverse points of view
5. Significant reputation of the author, editor, producer or illustrator
6. Established reputation of publisher in the mainstream of the industry. Demonstrated acceptance of small presses by listings in standard selection sources
7. Contemporary significance, potential usefulness, appeal or cultural value of the title
8. Local or regional historical significance
9. Reasonable cost with regard to budget restrictions
10. Requests by the public
11. Regional and national sales trends
12. Availability through a library wholesaler

C. Request for Reconsideration of Library Materials

Washoe County Library welcomes interest in its collection. Patrons are given the opportunity to discuss selection decisions with Collection Development staff and to make specific comments in writing using the form Request for Reconsideration of Library Materials (Appendix V). The completed form facilitates an in-depth review of the material in question and permits the Library to respond to its patrons' requests and concerns in writing. The patron initiating the request must complete this form and submit it to library staff or email it to the Collection Development Manager.

1. Requestors must have read, heard, or viewed the entire work to have their challenge considered.
2. The Collection Development Manager will respond in writing to an individual's written request.
3. Right to appeal:
 - Within ten (10) working days, requestors may appeal the Collection Development Manager's decision by making a written request to the Library Director.
 - The requestor will be notified of the final decision within ten (10) working days.
4. The decision of the Washoe County Library Director shall be final. Failure to file an appeal within 10 days of the Director's Response will be considered a waiver of the right to appeal.
5. Items under consideration will remain in the collection for the duration of the reconsideration process.

D. Responsibility

Final responsibility and authority for the collection rests with the Library Director who operates within the framework of the policies adopted by the Board of Trustees of the Washoe County Library System. Direct responsibility for selection and weeding of materials is delegated to the Collection Development Manager and to individual professional librarians.

Appendix I: Library Bill of Rights

<https://www.ala.org/advocacy/intfreedom/librarybill>

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI Libraries that make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948.

Amended February 2, 1961, and January 23, 1980,
inclusion of "age" reaffirmed January 23, 1996, by
the ALA Council.

Appendix II: ALA Freedom to Read Statement

THE FREEDOM TO READ

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice.

Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox or unpopular with the majority.
2. Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.
3. It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author. No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.
4. There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.

5. It is not in the public interest to force a reader to accept with any expression the prejudgment of a label characterizing it or its author as subversive or dangerous.

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for the citizen. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large.

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive.

7. It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all citizens the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free.

We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by:

American Library Association and Association of American Publishers

Subsequently Endorsed by:

- American Association of University Professors
- American Booksellers Foundation for Free Expression
- American Society of Journalists and Authors
- American Society of Newspaper Editors
- Anti-Defamation League of B'nai B'rith
- Association of American University Presses
- Center for Democracy & Technology
- The Children's Book Council
- The Electronic Frontier Foundation
- Feminists for Free Expression
- Freedom to Read Foundation
- International Reading Association
- The Media Institute
- National Coalition Against Censorship
- National PTA
- Parents, Families and Friends of Lesbians and Gays

- People for the American Way
- Student Press Law Center
- The Thomas Jefferson Center for the Protection of Free Expression

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**Appendix III: Diverse Collections-
An Interpretation of the Library Bill of Rights**

<https://www.ala.org/advocacy/intfreedom/librarybill/interpretations/diversecollections>

Collection development should reflect the philosophy inherent in Article I of the Library Bill of Rights: “Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.” A diverse collection should contain content by and about a wide array of people and cultures to authentically reflect a variety of ideas, information, stories, and experiences.

Library workers have an obligation to select, maintain, and support access to content on subjects by diverse authors and creators that meets—as closely as possible—the needs, interests, and abilities of all the people the library serves. This means acquiring materials to address popular demand and direct community input, as well as addressing collection gaps and unexpressed information needs. Library workers have a professional and ethical responsibility to be proactively inclusive in collection development and in the provision of interlibrary loan where offered.

A well-balanced collection does not require a one-to-one equivalence for each viewpoint but should strive for equity in content and ideas that takes both structural inequalities and the availability of timely, accurate materials into account. A diverse collection should contain a variety of works chosen pursuant to the library’s selection Policy and subject to periodic review.

Collection development, as well as cataloging and classification, should be done according to professional standards and established procedures. Developing a diverse collection requires:

- selecting content in multiple formats;
- considering resources from self-published, independent, small, and local producers;
- seeking content created by and representative of marginalized and underrepresented groups;
- evaluating how diverse collection resources are cataloged, labeled, and displayed;
- including content in all of the languages used in the community that the library serves, when possible; and
- providing resources in formats that meet the needs of users with disabilities.¹

Best practices in collection development assert that materials should not be excluded from a collection solely because the content or its creator may be considered offensive

¹ Services to People with Disabilities: An Interpretation of the *Library Bill of Rights*,” adopted January 28, 2009, by the ALA Council under the title “Services to Persons with Disabilities”; amended June 26, 2018.

or controversial. Refusing to select resources due to potential controversy is considered censorship, as is withdrawing resources for that reason. Libraries have a responsibility to defend against challenges that limit a collection's diversity of content. Challenges commonly cite content viewed as inappropriate, offensive, or controversial, which may include but is not limited to prejudicial language and ideas, political content, economic theory, social philosophies, religious beliefs, scientific research, sexual content, and representation of diverse sexual orientations, expressions, and gender identities.

Intellectual freedom, the essence of equitable library services, provides for free access to varying expressions of ideas through which a question, cause, or movement may be explored. Library workers have a professional and ethical responsibility to be fair and just in defending the library user's right to read, view, or listen to content protected by the First Amendment, regardless of the creator's viewpoint or personal history. Library workers must not permit their personal biases, opinions, or preferences to unduly influence collection development decisions.²

Adopted July 14, 1982, by the ALA Council; amended January 10, 1990; July 2, 2008; July 1, 2014 under previous name "Diversity in Collection Development"; and June 24, 2019.

Appendix IV - INTELLECTUAL FREEDOM IN LIBRARIES

A Statement of Policy-Nevada Library Association

² *ALA Code of Ethics*, Article VII, adopted at the 1939 Midwinter Meeting by the ALA Council; amended June 30, 1981; June 28, 1995; and January 22, 2008.

<https://nevadalibraries.org/Handbook-Intellectual-Freedom>

The Nevada Library Association is directly concerned with the freedom and right to privacy of all members of a democratic society to use what materials they will in the course of making the social, educational, and political judgments on which that society is based. We are further agreed that the right to privacy of library patrons is of utmost importance. Without such freedom, the very fabric of democracy is in danger. It is a professional obligation of librarians to give highest priority to the freedom of inquiry and to observe the charges in the Library Bill of Rights and the American Library Association Freedom to Read statement with the utmost integrity.

The Association, as a matter of principle, opposes any legislation at the state, local, and school district levels which might place library collections in jeopardy, restrict, prejudice, or interfere with free and unbiased selection and acquisition of library materials, or which might otherwise restrict the basic concept of the freedom of use or inquiry.

The Association, as a matter of principle and policy, opposes any proposed or actual restrictions imposed on whatever parties or individuals upon the selection, acquisition, maintenance, administration and dissemination of library materials, and with similar restrictions on cultural activities or educational programs in libraries and other institutions.

The Association is concerned with affecting liaison between itself and other organizations which support the Freedom to Read.

The Association is concerned with school librarians and the general public to the philosophy inherent in the Library Bill of Rights and the American Library Association Freedom to Read statement.

The Association supports the concept of the library user's right to privacy, and maintains, as a vital principle, that official or unofficial surveillance, without due process, of library circulation records represents a violation of intellectual freedom and the traditional right of free inquiry.

Adopted 1976

INTELLECTUAL FREEDOM POLICY RECOMMENDATIONS

Nevada Library Association

The freedom to communicate is a necessary function of a democracy and no institution makes this freedom more meaningful than the library. The library has the responsibility for providing the widest possible range of views and expressions and must, therefore, resist any attempts to restrict this responsibility.

To fulfill this responsibility, libraries must institute policies to implement it, and thus the Nevada Library Association recommends to members and all library bodies that they:

- I. Adopt the ALA Bill of Rights, the School Library Bill of Rights, and the Freedom to Read statements as official basic policies for insuring freedom of access to information and libraries.
- II. Formulate and use explicit, written criteria for selecting library materials.
- III. Establish a clearly defined procedure for handling complaints, specifying what authority will make the final decision, i.e., Librarian, Library Board or a duly constituted committee appointed by the governing body.
- IV. Authorize the Intellectual Freedom Committee to examine and make recommendations on existing and proposed legislation at all political levels, so such legislators will recognize the responsibilities of the library as a media of communication.
- V. Obtain all complaints in writing and forward copies to the Chairman of the Intellectual Freedom Committee and keep the committee apprised of all developments relating to any complaints.
- VI. Inform the Intellectual Freedom Committee of any attempts, successful or not, by individuals or groups, or administrative authority to restrict the selection or acquisition of materials in libraries or administrative practices of librarians.

Adopted 1976

INTELLECTUAL FREEDOM POLICY RESOLUTION

Nevada Library Association

Whereas, the Freedom to communicate is a necessary function of a democracy, and no institution makes this freedom more meaningful than the library, and

Whereas, the Library has the responsibility for providing the widest possible and must, therefore, resist any attempts to restrict this responsibility,

Therefore: be it resolved that the Nevada Library Association reaffirms, as a matter of

principle, its adoption of the American Library Association Bill of Rights, the School Library Bill of Rights and the Freedom to Read statements as official policies for assuring freedom of access to information for and in libraries.

Adopted 1976

RESOLUTION ON ACCESS TO LIBRARY MATERIALS AND SERVICES

Nevada Library Association

WHEREAS, Libraries have the important mission of protecting the right of free speech by making the widest diversity of views and modes of expression available to everyone.

WHEREAS, Libraries should provide materials and information presenting all points of view on current and historical issues, and should not proscribe or remove materials because of personal, partisan or doctrinal disapproval.

WHEREAS, Libraries should provide the best information and materials on various subjects and literature in response to what is in demand, and to make them freely available so that people may make their own choices.

WHEREAS, Libraries enable citizens to make intelligent decisions based on information on all sides of a question - including minority, as well as popular points of view.

WHEREAS, Libraries serve the entire community, with all its social, political, economic, religious and cultural diversities and alternative lifestyles.

WHEREAS, Libraries provide books and other materials, programs, and services for the interest and enlightenment of people of all ages.

WHEREAS, Libraries should not restrict access to library resources to avoid objections from parents or pressure groups.

WHEREAS, Parents, and only parents, have the right and the responsibility to restrict access of their children, and no others, to library resources.

RESOLVED, That the Nevada Library Association defends citizens' rights to free access to library collections and services and opposes all attempts by pressure groups or individuals to limit access to the full range of library materials, programs or services.

RESOLVED, That the Nevada Library Association defends intellectual freedom and opposes censorship or discrimination against any group or segment of society.

Adopted 1994

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Appendix V: Request for Reconsideration of Library Materials

Request for Reconsideration of Library Materials

Your name _____

Library Barcode Number _____

Address _____

City _____ Zip Code _____ Phone number (____) _____

Description of Item Concerned:

Title _____

Author/Artist _____

Book _____ DVD _____ Music CD _____ Other _____

Have you read, viewed or heard the entire work? (Requesters must read, hear or view the entire work to have their challenge considered.) Yes/No

What do you believe is the theme and/or major intent of this work?

Have you read professional reviews of this work? Yes/No

If yes, please list the publication here:

What is your objection to the work? Please be specific.

What would you like the library to do about this item?

In its place, what work of equal literary quality would you recommend the library purchase that would cover the same subject or content?

Your signature _____

Date _____

Received by Staff Member _____

Date _____

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COLLECTION DEVELOPMENT AND MANAGEMENT POLICY

Collection Development is the ongoing process of assessing the materials available for purchase or licensing and making decisions about their inclusion and retention within the Library.

Scope of the Collection

The library materials collection, one of Washoe County Library System's (WCLS) major assets, is developed and managed to meet the informational, educational, cultural and recreational needs of Washoe County Library customers. Since library systems cannot possibly acquire all print and non-print materials, they must employ a policy of selectivity in acquisitions. The Library System provides, within its financial limitations, a general collection of materials embracing broad areas of knowledge and literary and cultural genres. Included are works of enduring value and timely materials on current issues. Within the framework of these broad objectives, selection is based on community demographics and evidence of areas of interest.

Collections are reviewed and revised on an ongoing basis to meet contemporary needs. Collections are current and popular, not archival, and materials are not needlessly duplicated. Collections provide general coverage of subjects and reflect the characteristics of the community. Materials are withdrawn from the collection to maintain the collection's usefulness, currency and relevance. Withdrawn materials may be sold or used in collaboration with community agencies.

Other community resources and area library resources are taken into consideration when developing collections. Through Interlibrary Loan, librarians may obtain materials from other institutions for the use of WCLS patrons. Information may also be obtained through electronic access and the internet. Information sources made available electronically will be selected using the same principles that are applied to books and other formats. New formats will be considered when a significant portion of the community creates a demand.

The Library supports the individual's right to access ideas and information representing all points of view. To this end, the Library welcomes and solicits patron suggestions, comments and ideas about the collection and its development. The Washoe County Library Board of Trustees has adopted the American Library Association's Library Bill of Rights, Freedom to Read Statement and Freedom to View Statement. The Library recognizes and respects intellectual property rights and conforms to legislative mandates regarding copyright protections.

Collection Development and Management Criteria

To build and maintain a collection of merit, materials are evaluated according to one or more of the following criteria. An item need not meet all of these criteria in order to be acceptable.

- Current and potential relevance to community needs
- Suitability of subject and style for intended audience
- Attention by critics and expert reviewers
- Cost
- Requests by the public
- Comprehensiveness
- Skill, competence, purpose of author
- Reputation and significance of author
- Objectivity
- Authenticity of history or social setting
- Consideration of the work as a whole
- Representation of diverse points of view
- Suitability in physical form for library use
- Technical quality

Gifts of Library Materials

WCLS will accept unrestricted, irrevocable gifts of books and other library materials. Gifts and donations are accepted with the understanding that they will be evaluated by the same criteria used to select and purchase materials for addition to the collection. If gifts do not meet these criteria, they may be conveyed to the Friends of Washoe County Library for sales to benefit the Library System, used for Read and Exchange collections, recycled or otherwise disposed of.

Collection Structure

The placement of materials within the libraries is determined by several factors. The Library uses the Dewey Decimal Classification scheme which divides materials by subject. Professional catalogers use Dewey and Library of Congress subject headings to place materials into the proper subject areas and assign them to Adult, Juvenile, Young Adult, Reference or other specific areas of the Library. Reviews by professionals in the field and the librarians' expertise contribute to the proper placement of material.

Washoe County Library respects the rights of children to choose their own materials. It is the responsibility of parents to monitor the materials their children borrow or use in the Library.

Collection Responsibilities

Staff responsibility for the collection rests with the Library Director, who operates within the framework of the Washoe County Library Collection Development and Management Policy. The Director delegates to staff members authority to interpret and apply this policy in daily operation.

Staff in a centrally organized collection development unit provides continuity in the collections through an organized structure for planning, selecting, acquiring and managing library materials. All staff contributes to the development of collections driven by customer needs and expectations by:

- Engaging in open, continuous communication with customers
- Handling all requests equitably
- Understanding and responding to continually changing demographics, as well as societal and technological changes
- Recognizing that materials of varying complexity and format are necessary to satisfy diverse needs

Intellectual Freedom

A democracy presupposes an informed citizenry, and the public library has an integral role in achieving that goal. The Library provides a neutral environment in which individuals and their interests are brought together with the universe of ideas and information spanning the spectrum of knowledge and opinions. The American Library Association's Library Bill of Rights, Freedom to Read and Freedom to View statements are cornerstones of this policy and guide the acquisitions and management of the collection.

Collection development and management decisions are based on the merit of the work as it relates to the Library's mission and its ability to meet the needs and interests of the community. Decisions are not made on the basis of any anticipated approval or disapproval of the material. The inclusion of an item in the Library collection is in no way an endorsement of its contents. Materials are not marked or identified to show approval or disapproval of the contents.

The Library recognizes that some materials may be controversial and that any given item may offend some. Only the individual can define what materials are consistent with her/his own values. Individuals can apply those values to the use of library materials only for themselves. Parents and legal guardians have the responsibility for monitoring their children's use of library materials.

Reconsideration of Library Materials

A singular obligation of the public library is to reflect within its collection differing points of view. Individuals may request reconsideration of a selection decision of library materials by submitting a written request for reconsideration to any Washoe County Library using the form appended to this policy. The Library Director will respond in writing to an individual's written request.

The Washoe County Library Board of Trustees, upon written request to the Board Chair, will hear appeals of the Library Director's written response. Decisions on appeals are based on this policy, the material, careful review of the objection and the American Library Association's Bill of Rights, Freedom to Read Statement, Freedom to View Statement and Guidelines on Intellectual Freedom. The final decisions on appeals rest with the Washoe County Library Board of Trustees.

APPROVED: December 15, 2004

REVISED: May 19, 2010

CITIZEN REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS AND ARTWORK

Author/Artist _____

Title _____

Book _____ Periodical _____ Other _____ Publisher/Date _____

Please state the reason for your request. _____

Have you read/viewed/listened to this work/exhibition in its entirety? _____

What are the positive points of this material? _____

What would you like the Library to do about this work? _____

In its place, what work would you recommend that would convey as valuable a picture and perspective of the subject? _____

Have you read the Washoe County Library Collection Development and Management Policy? _____

Have you read the Washoe County Library Public Use of Bulletin Boards, Exhibit Spaces and Display Spaces Policy? _____

Request initiated by: _____

Address _____

State _____ Zip _____ Phone _____

Do you represent:

Yourself
 Organization (name) _____

Date: _____ Signature of Patron: _____

Date: _____ Received by Staff Member: _____

YSLE STAFF REPORT ON POLICY REVISIONS

EVENTS AND PRESENTERS POLICY

- Made language more concise and streamlined the flow of the policy
- Removed “Library” from policy name
- PURPOSE:
 - Summarizes the overarching intent of the policy in alignment with WCLS’s Strategic Plan and Objectives, operating priorities, and the American Library Association’s Library Bill of Rights.
 - Clarified the two types of events
 - Added hosting and presenter selection overview
- Removed “Foundations for Policy” section
- LIBRARY EVENTS MUST MEET THESE CRITERIA:
 - Added more specified criteria for library events, including the need for events to be free and open to the public, educational or recreational in nature, aligned with strategic goals, and emphasizes that presenters must demonstrate expertise in the proposed subject matter and skilled in engaging diverse audiences.
- LIBRARY EVENT RESTRICTIONS
 - Restrictions are more clearly stated, specifying what is prohibited such as fees for attendance, commercial or political activities, and soliciting.
- APPROVAL PROCESS FOR LIBRARY COLLABORATIVE EVENTS:
 - Specifies the structured approval process overview, involving the Event Proposal Review Team which reviews submitted proposals using an Event Planning Rubric. Presenters are notified within 90 days of submission, and there is a possibility for appeal based on the Suspension of Library Privileges Policy.
 - In alignment with the Suspension of Library Privileges Policy, removed that the subsequent appeal may be taken to the Library Board of Trustees.
- MEETING ROOM USE:
 - Moved from the top of the policy under PURPOSE to the bottom and aligned the language with the update Meeting Room Policy.
 - Clarified meeting room use as an alternative for events that do not meet the criteria for library-collaborative events.

ADULT PATRON USE OF YOUTH AREAS POLICY

- Made language more concise
- Added ‘teens’
- Updated language to specify that the youth areas are designed for patrons under the age of eighteen (18), providing a clear boundary for who can use these areas.

UNATTENDED CHILDREN POLICY

- Made language more concise
- Specified supervision requirement that the caregiver must be in the immediate vicinity and maintain visual contact with the child.
- Policy addresses child under ten based on Reno municipal code, which states “It shall be unlawful for any person who is a parent or guardian, or for any person who has been entrusted by a parent or guardian, to fail to supervise and attend a child or children under the age of ten years” (Reno Muni Code, Sec. 8.16.060).



LIBRARY EVENTS AND PRESENTERS' POLICY

Purpose

In alignment with the Strategic Plan, Washoe County Library System is committed to providing the public everyone in the community with opportunities for educational, arts, cultural, recreational and educational informational opportunities enrichment and engagement experiences through library events.

Subject to all applicable laws and library policies, the Library System's meeting rooms are available for the lawful activities of all individuals or groups and must be free and open to the public. Events taking place within Library facilities are not endorsed or sponsored by Library staff or the Library Board of Trustees except as indicated below. WCLS's Service Teams select and schedule library events in alignment with WCLS's Strategic Plan and Objectives, operating priorities, and the American Library Association's Library Bill of Rights.

Library events are staff-led or hosted collaboratively with approved partnering agencies, institutions, organizations, or individuals.

The Library selects presenters and topics from local, regional, national talent, and/or credentialed expertise, and will not exclude presenters from consideration because of their origin, background, or views, or because of possible controversy.

Foundations for Policy

Article I of the Library Bill of Rights states, "Books and other library resources should be provided for the interest, information and enlightenment of all of the people of the community the library serves."

Reaffirmed in 2000, the ALA interpretation of Article I states, "Library-initiated programs are a library resource and as such are developed in accordance with written guidelines."

The ALA Code of Ethics states in Article VI "We do not advance private interests at the expense of library users, colleagues or our employing institutions."

There are two basic types of library events:

Library-initiated events: Those events that are initiated by the Library:

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Library-cooperative events: Those events that result from an individual or organization approaching the Library. The Library may partner with other agencies, organizations, institutions or individuals.

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Library Events must meet these criteria:

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- Be free and open to the public
- Be educational, informational, and/or recreational in nature
- Be in alignment with WCLS’s Strategic Plan and Objectives, and operating priorities
- The presenter/s must demonstrate knowledge, expertise, and experience in the specified subject matter and proficiency in effectively conveying the content to diverse audiences
- Resources required for collaborative events, including publicity and corresponding collateral, may be shared and will be agreed upon well in advance of the event
- Fee-based events will be evaluated on a case-by-case basis and if approved, there will be an agreed upon flat fee

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Library Event Restrictions:

- No fees can be charged to attend the event, either prior to the event or onsite
- Programs cannot be used for commercial, religious, or political activities, nor for business solicitation, including distribution of advertising or referrals
- Per *Washoe County Code 80.520: Soliciting on county property* unauthorized sales of goods and services are prohibited. Special events may include sales of goods. Such sales must be pre-approved by Library Administration upon the recommendation of the Youth Services and Library Events Team
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- No alcoholic beverages unless previously approved by Library Administration for special events

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Approval process for library-collaborative events:

WCLS Event Proposal Review Team reviews event proposals submitted through our website within 90 days of submission using the Event Planning Rubric; available on request.

Presenters are notified of acceptance for consideration or denial after review.

Presenters may appeal the outcome according to the Suspension of Library Privileges Policy.

Meeting Room use as alternative to library-collaborative events:

If a proposed event is not approved as a library-collaborative special event, the libraries’ meeting rooms may be sought as an alternative option. Subject to all applicable laws and library policies, the Library System’s meeting rooms are available for the lawful activities of all individuals or groups and must be free and open to the public. The use of a meeting room does not constitute an endorsement or sponsorship by an individual library, the Library

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System, the Library Board of Trustees or Washoe County. Users of meeting rooms must follow the *Meeting Rooms Policy*.

Library-cooperative events must meet these criteria:

- In alignment with the Strategic Plan and at the discretion of the Youth Services and Library Events Team, the presenter must demonstrate knowledge, expertise, and experience in the particular subject matter.
- The desired dates for presentation must be acceptable to the Library.
- Resources required, including publicity and corresponding collateral may be shared and will be agreed upon well in advance of the event.
- The Library will provide the opportunity to present differing viewpoints. Each presenting group will have equal access and equal rights.

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Library-initiated or library-cooperative special events

~~Special events may include sales of goods per Washoe County Code 80.520: Soliciting on county property. Such sales must be pre-approved by the Library Administration upon the recommendation of the Youth Services and Library Events Team.~~

Meeting Room use as alternative to library-collaborative events:

If a proposed event is not approved as a library-collaborative special event, the libraries' meeting rooms may be sought as an alternative option. Subject to all applicable laws and library policies, the Library System's meeting rooms are available for the lawful activities of all individuals or groups and must be free and open to the public. The use of a meeting room does not constitute an endorsement or sponsorship by an individual library, the Library System, the Library Board of Trustees or Washoe County. Users of meeting rooms must follow the *Meeting Room Policy*.

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Approval process for library-initiated or library-cooperative events:

~~The Youth Services and Library Events Team may review requests for fee-based events on a case-by-case basis. Fee-based events will be an agreed upon flat fee.~~

The Youth Services and Library Events Team has discretion to decide if a particular event meets the criteria of a library-initiated or cooperative event. If the Team declines a proposal, the event representatives have the right to appeal the decision to the Library

~~Director or his/her designee. If Library Administration denies an appeal, a subsequent appeal may be taken to the Library Board of Trustees.~~

~~All other users of meeting rooms must follow the Meeting Rooms Policy.~~

APPROVED: February 21, 2007

REVISED: February 15, 2012

REVISED: October 16, 2014

REVISED: September 20, 2018

REVISED: January 15, 2025

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ADULT PATRON USE OF YOUTH AREAS POLICY

Washoe County Library promotes and prioritizes the safety and well-being of the library-going children and teens of the community and provides a welcoming atmosphere for our young patrons while using library facilities.

Youth areas are designed for patrons under the age of eighteen (18). Programs/events, seating, computers, and workstations are designated for use by children and teens. It should be noted that the youth areas do not provide a quiet room, so patrons who are seeking a quiet Library atmosphere in which to study will find it necessary to move to another area.

The youth areas have limited resources, including the number of staff available for assisting patrons and computer access. As a consequence, Washoe County Library System reserves the right to restrict adult patron use of these resources in the youth areas.

Adult patrons who are not in compliance with this policy may be requested to leave the youth areas.

APPROVED: June 15, 2005
REVISED: January 15, 2025

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UNATTENDED CHILDREN POLICY

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The Washoe County Library System welcomes youth of all ages in accordance with the American Library Association's Library Bill of Rights. ~~The Library, although an entertaining place to be, is a busy public facility, and public places may present hazards for unsupervised children.~~

Neither Washoe County nor the library staff has custodial responsibility for unattended children. Library staff cannot assume liability for children who are left unattended. To ensure children's safety, ~~No children under ten (10) years of age must have a parent/caregiver in the immediate vicinity and in visual contact with the child. may be left unattended in any area of the library. Children under ten (10) must be supervised by a~~ A caregiver must be at least thirteen (13) years old of age ~~who is~~ and able to attend to the child's safety and ensure appropriate behavior. ~~Exceptions may be made in individual cases at the discretion of library management.~~

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~~Neither Washoe County nor the library staff has custodial responsibility for unattended children. Library staff cannot assume liability for children who are left unattended.~~

If a child under ten (10) is found to be unattended in the library, staff will attempt to find the child's parent/guardian. If the staff cannot locate a parent/guardian, law enforcement officials may be notified.

If any minor is left at the library at closing time, the library staff will attempt to reach the parent/guardian. If the parent/guardian cannot be reached, law enforcement officials will be notified.

APPROVED: June 15, 2005

REVISED: May 22, 2014.

REVISED: —January 15, 2025

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