



## **LIBRARY BOARD OF TRUSTEES MEETING AGENDA**

**WEDNESDAY, July 16, 2025**

**5:45 P.M.**

**South Valleys Library**

**15650-A Wedge Pkwy, Reno, NV 89511**

### **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, whether listed on the agenda or not, are welcomed during the Public Comment period before any items on which action may be taken are heard by the Library Board and again before the adjournment of the meeting. Public Comment is limited to three (3) 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 Siera Schubach at [sschubach@washoecounty.gov](mailto:sschubach@washoecounty.gov). Must include subject line "For Public Comment". 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 Siera Schubach at [sschubach@washoecounty.gov](mailto:sschubach@washoecounty.gov). Copies of agendas and supporting materials are also posted on the following websites: [www.washoecountylibrary.us](http://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 library administration, 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.

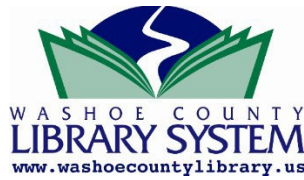
**Posting of Agenda.** Pursuant to NRS 241.020(4)(b), the agenda for the Trustees’ meeting has been posted at the following locations: Washoe County Courthouse, Washoe County Administration building, Downtown Reno Library, Incline Village Library, North Valleys Library, Northwest Reno Library, Sierra 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](http://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.

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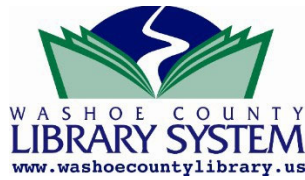
#### LIBRARY ADMINISTRATION

301 South Center Street Reno, NV 89501 | (775) 327-8341 | [www.washoecountylibrary.us](http://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) Acting Director update and budget presentation
  - b) South Valleys – Branch Manager update Julie Ullman
- 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.*
- 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 May 21, 2025 [For Possible Action]
- 6) New Business
  - a) For Possible Action: Election of Chair for Library Board of Trustees for Fiscal Year 2026 [For Possible Action]
  - b) For Possible Action: Election of Vice-Chair for Library Board of Trustees for Fiscal Year 2026 [For Possible Action]
  - c) For Possible Action: Appointment of One Library Board Trustee as Friends of Washoe County Library Liaison [For Possible Action]
  - d) For Possible Action: Approval of Library Board of Trustees Meeting Schedule 2025-2026 [For Possible Action]
  - e) For Possible Action: Approval of Library Holidays and Closures for FY 2026 [For Possible Action]
  - f) Discussion and possible action to appoint Stacy McKenzie as Interim Library Director. If appointed as Interim Library Director, once a Library Director is hired, Ms. McKenzie would automatically revert to her position as Assistant Library Director. [For Possible Action]
  - g) Discussion and possible action regarding the process and timeline to move forward in hiring a new Library Director. Possible action could include exploring internal candidates, and directions to staff to use of an executive search firm to conduct a



national search for candidates, combination of both internal and national candidates.

[For Possible Action]

- h) Discussion and possible action to revise the Library Board of Trustees' Bylaws. [For Possible Action]
- 7) 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.*
- 8) 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.*
- 9) Adjournment



# Acting Directors Report



- ▶ PRESENTED BY STACY MCKENZIE
- ▶ WASHOE COUNTY LIBRARY BOARD OF TRUSTEES MEETING
- ▶ JUNE 18, 2025



## Current Budget (as of 6/13/25)

- ▶ 10% under budget in the General Fund - \$134,649.21
- ▶ 7% under in budget in the Expansion Fund - \$146,575.83
- ▶ Vacancy Savings?

# Future Budget

- ▶ *Three budgets to submit for next LBOT*
  - ▶ **Thriving Community Budget Proposal**
    - ▶ What we need to help community including expanded hours and staffing
  - ▶ **Flat Budget Proposal**
    - ▶ To include efficiencies and reallocation of funds to prep for expansion fund exhaustion
  - ▶ **County Requested Budget Proposal of 2.5M cut**
    - ▶ To include impact statement and new service model with facilities, hours and staffing cuts

# Budget Presentation Schedule

## ► **July**

- Presentation of preliminary budgets to make sure everyone is on the same page

## ► **August**

- Updated presentation of Library budgets with included suggestions and impacts.

## ► **September**

- Final Budget presentation. Library Board will choose which budget they prefer to submit to Commissioners.

## ► **October**

- All budgets will be submitted to Commissioners with Library Board Choice indicated

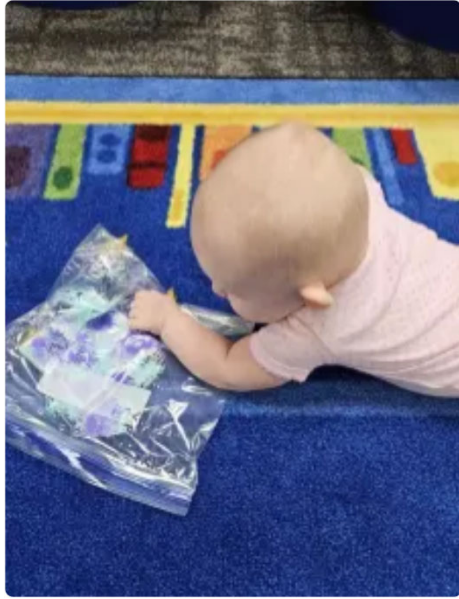
# Strategic Plan Due January

- ▶ Four Strategic Points proposed
  - ▶ Services to Non-English Speakers
  - ▶ Youth Literacy Project
  - ▶ Business services program
  - ▶ Library Rebranding

# Services to Non-English Speakers



- ▶ Bilingual Storytimes for Children
- ▶ Multilingual Programs
- ▶ Resources for non-English Speakers
  - ▶ Wordly
  - ▶ Translation devices from State Library
- ▶ Expanded Collections/Materials
- ▶ On going staff training



Youth Literacy Project  
Program with measured results and goals to get pre-school aged  
children ready for school starting with babies and toddlers



# Business resources for the community



- ▶ Business Resource collection – Electronic and Print
- ▶ Targeting small business
- ▶ Programs, consultation and training for area business



# Library Rebranding



# Strategic Plan Activities Proposal



Town Hall with Trustee Moser – September



Town Hall with Trustee Rodriguez – August



Business community Survey with Chair Silver – August



Patron engagement Survey with Trustee Jacks - September



School outreach and engagement with Trustee Ruff - September



# ► Questions and Comments

# South Valleys Library

Washoe County  
Library System  
Board of Trustees  
Report  
July 2025



## Facility Updates Since Last July



After



Before

### Periodicals Area

- ARPA Funding-New furniture
- Micklish Donation-Panoramic metal print of Lake Tahoe
- WC Green Team-Window film



A popular place

## Mount Rose Room- ARPA

(formerly called the Business Center)



After



Before



## Patio Sunshade-ARPA



## Teen Zone-ARPA

- Work tables
- Computer tables and chairs
- New carpet and paint



## Teen Zone-ARPA

- Lounges
- Café table and stools
- Activity table
- Art Gallery hanging system
- Window film on Study Room



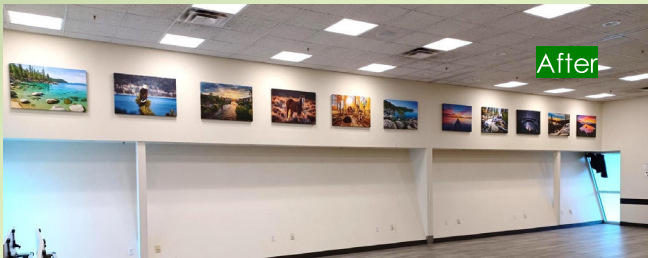
## Bill & Karen Micklish Donation





# Bill & Karen Micklish Donation

New meeting room tables, chairs, and scenic photographs



# Bill & Karen Micklish Donation

Over 300 library patrons voted on their favorite photos



"Perfect Tahoe View"



"Tahoe Love Story"

Photos by Leah and Skye Emerson, who own the Lake Tahoe Photo Gallery in Tahoe City

# Bill & Karen Micklish Donation

New meeting room tables and chairs



The Retro Radio Dolls  
Pioneer Center's Golden Encore series



# South Valleys Library hosted Early Voting and Election Day Voting for three 2024 elections:

- Presidential Preference (Jan/Feb)
- Primary Election (May/June)
- General Election (Oct/Nov)



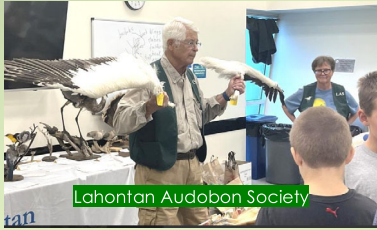
Additionally, 7 library employees from our branch provided 328 hours of mail-in ballot processing assistance at the Registrar of Voters in 2024!!



# Our Community Partners



Reno Philharmonic  
Small Music Ensemble



Lahontan Audubon Society



Paws 2 Read



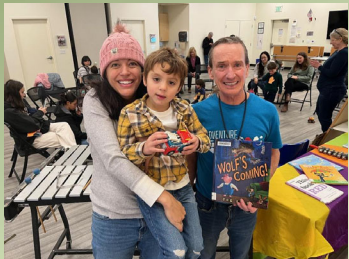
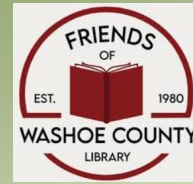
Young  
Shakespeare



Cold-Blooded  
Critters



Nevada Bureau of Mines & Geology



Library  
+  
Staff  
=  
Community







Norma Jean's Mom, Jane

Norma Jean

## South Valleys Volunteers

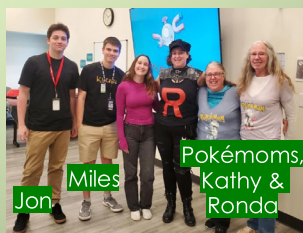
- There are currently 17 adult and 5 teen volunteers
- Almost 1,000 hours were donated by volunteers in 2024 at the South Valleys Library
- Assist with shelving, pulling holds for patron requests – usually two volunteers every morning, and two more every afternoon
- Assist with programs: Knitting, Bridge, Mah-Jongg, Book Club, Dungeons & Dragons, Pokémon, Gingerbread Houses, Crafternoons



Jess



Linda



Jon

Miles

Pokémoms, Kathy & Ronda

## South Valleys Volunteers



- Linda has been volunteering at the library since 2011
- She is here twice a week, for four hours every week
- In 13 years (minus Covid closures) that's 8,736 hours, or the equivalent of four years of full-time work at our branch!

**Thank You Linda!!**



Davis Fire

## Patrons share their stories

I just had a lovely conversation with a patron. She was concerned that a book she had was due and wanted to renew, but it was on hold for someone else. She mentioned that her son is a firefighter and had just spent time at the "yellow library" while working 16-hour days fighting the Davis Fire.

She and her husband are now retired but both worked in customer service, and she wanted to tell all of us how helpful the SO staff are every time she is in need of help or information.



The Library as a Command Center



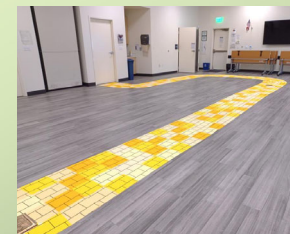
Thank You Firefighter Posters

## Patrons share their stories



Lunar New Year

I just had a patron give us the best compliment! She said, "I just love this library. You guys do such a good job with all of your displays and information. This library is not just inviting, but it piques your curiosity, and I love that!"





## Patrons share their stories

☯ I just overheard a little guy and his parent talking. He asked if it's trash day because if it's trash day, he celebrates! Why? Because trash day is on Tuesdays, and so is story time, so that means if it's Trash Day, it's also Story Time day!



Baby Story Time



Chase and his Mom

## Patrons share their stories

☯ A child just told me this is the best place he's ever been.



STEAM: Winter Sled Challenge



STEAM: Build a Hovercraft

## Patrons share their stories

☯ I just had the pleasure of assisting a lovely woman with checking out her Inter-Library Loan book about Shackleton. She said, "I feel bad for making you guys do this." (It's her third request in a row.)



Doral Academy Library Visit and Author Panel

Then she picked up the book and held it close to her chest, inhaling deeply. Closed her eyes and smiled. She said, "Thank you."

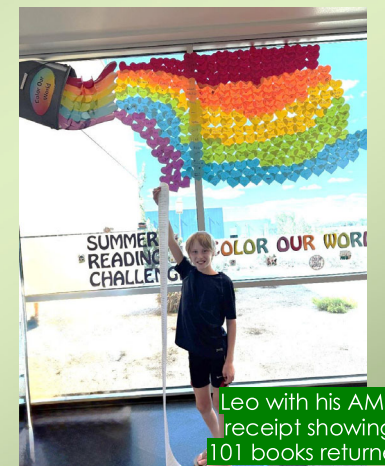
As she walked away she exclaimed, "I FEEL SO RICH!!!"

## Patrons share their stories

☯ I was just at the Info Desk and had a nice interaction with a senior lady. She was checking out books on CD and told me about how she used to check them out for her mother due to her mom's macular degeneration.

She now has macular degeneration herself and enjoys listening to the books. She told me that her mom used to say that listening to books made her life better, and now the patron says the books are doing that for her.

As she was leaving, she said having new books was "such a nice feeling".



Leo with his AMH receipt showing 101 books returned

## Patrons share their stories

☞ I was shelving in the Non-Fiction stacks, and a man came up to me, gave me a fist bump, and said, "I really appreciate all that you do."



Northern Nevada Beekeepers Association

☞ While I was at the front desk earlier, an older man left the Fireside Room with his laptop and keyboard tucked under his arm and stopped to say thanks for offering free wifi.

The wifi at his home isn't reliable, so he came here to log into ours and pay bills.

He said he's very glad we are here and couldn't imagine what the late fees would've been were it not for the library's wifi.

## Patrons share their stories



☞ A patron visited this morning and stopped to say she had read an RGJ article about library funding. She said that the library is amazing, and in her opinion, we deserve all the funding. She thanked us for all we do, and asked me to pass her thanks along to the rest of our staff.

## Patrons share their stories

☞ I was in the Young People's Library during the Pokémon GO event on Saturday, and I talked to a mom and her young son. They live in Carson City, and just happened to be in the library this morning when Pokémon and Paws 2 Read were both going on.

She said they had such a great time at Pokémon, and were so happy they stopped in. She said the library in Carson has many activities for toddlers, but not a lot for school age kids, so she was excited by how much we offer. I gave her an Explorer and told her about story time, the Boogie Ball, and the other things we do. She and her son left very happy!



Pokemon GO

## Patrons share their stories

☞ I met a patron Thursday, a young man who said he was camping and came in because of the rain. He wanted a book on current events. I directed him to periodicals and the internet for recent news, he headed that direction.

It occurred to me that he might need a guest pass to use the internet, so I grabbed one and headed off to find him. I was about to hand it to him, but he said he had a library card and proudly showed it to me.

Not sure why, but it really struck me that though he might not have much, he had the library, a safe, warm, and welcoming place to be able to read on a rainy day.



Countdown to NOONyear



## Patrons share their stories

☯ At a medical appointment this week the specialist and I were chatting as she was filling out paperwork, and I happened to mention work. She asked where I worked, and when I told her, she said, "We love the South Valleys Library!"

She lives in the North Valleys area but spends lots of time at our library due to her son's hockey next door at Reno Ice. She said she loved our story times when her kids were little, and they love the facility and staff here, so it is worth the drive.



Dragons and Reptiles with  
WC Park Rangers

## Patrons share their stories

☯ I had a family tonight in the Young People's Library and they have the sweetest little girl. They are from Ghana. Tonight, they pointed to a picture book on display, to let me know the book was about where they are from.

They explained the title of the book was about a woman or girl who was born on a Wednesday.

They were so excited to find books about their home all the way here in Reno, Nevada.



Baby Story Time

## Patrons share their stories

☯ When I was at the desk this morning, I noticed a patron looking at the sign about Family Storytime. When she came to the desk, I gave her an Explorer and showed her the Story Time page.

She said she's a nanny for a special needs child and was considering bringing the child to story times. I told her that everyone is welcome here, and we would love to have them attend.

She was excited to see all the story times we offer.



Saturday Family Story Time

## Patrons share their stories

☯ I just had a patron drop off some puzzles for our exchange. She shared that she loves the exchange and uses it all the time for her mom.

Her mom lives in a care facility and has a puzzle club there. The patron takes several puzzles at a time and "previews" them to be sure the group will be able to finish them in a few days.

She is so grateful we offer the exchange, for her and her mom.



Puzzle Table

## Patrons share their stories



☪ A grandmother attending Crafternoon yesterday stopped on her way out to tell me how impressed she is with our beautiful library and all the wonderful programs we have. She attended Preschool Story Time this week with her youngest grandchild and could not say enough about Eric and Heather's talents.

She used to take her daughter to story time at Sparks about 30 years ago and remembers it fondly! She expressed concern about our funding situation and wanted to tell us how much she appreciates and supports us.

Crafternoon

## Patrons share their stories

☪ These lovely ladies came in this afternoon, and they told me they were here to see the Banned Books display.

They stayed in front of the display for about 30 minutes, looking at the books and talking about them. They then went to the new book area, and came to see me about Libby, because one of them wasn't able to get her account to work. I helped with that, gave them Explorers, and helped them check out their books



As they were leaving, one of them said, "I love the library!" and commented that she'd like to have my job.

## Patrons share their stories



The Note-Ables

☪ One of my favorite patrons was in last hour. I hadn't seen her since WC-1 was defeated. She was very upset by this. She has been telling her friends and acquaintances to advocate to restore library funding.

She told me that she has the library as a beneficiary in her will, because this is the best library system she has ever patronized.

## Patrons share their stories

☪ I was on the Info Desk and helped a patron place a hold on *Stories from the Center of the World: new Middle East fiction*. She had already checked out *Amazing Women of the Middle East: 25 stories from ancient times to present day*. The patron is currently teaching three Arabic classes at UNR and was thrilled we had these titles.

It is so rewarding when we can make a patron happy with titles our collection development staff have already purchased for the collection.



Hides & Skulls with Nevada Dept of Wildlife

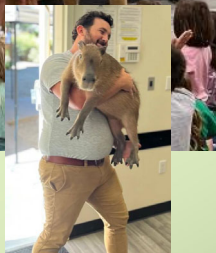


## Patrons share their stories

Wild Things



Potato, the capybara was a big hit



☞ This morning, I had a grandmother stop by with her 11-year-old grandson at the Young People's Library desk. They signed up for the summer reading challenge and her grandson picked a graphic novel from the prize cart.

She said she had NEVER seen him read and get excited about a book EVER. Then he read for 3.5 hours straight. She said this was totally unheard of and they were both super excited. It was just one of those wonderful moments.

## Patrons share their stories

☞ Here is my friend Otto's homemade Norwegian Almond Cake that he made for me with his nana. I have been friends with his father for 25 years, and when Otto was born, I started encouraging him to bring Otto to the library.

One day nana Debbie brought Otto to a story time, and they have been coming ever since. Before that Otto had never been around any other kids, or sang any songs, or danced to any movement pieces, or done any fingerplays. He has now made little friends here, and they go play at the park after story times. He sings and does the hokey pokey at home, and "wheels on the bus" is his self-proclaimed favorite thing currently.

His father told me that this particular expression is an actual smile! He hugs me every time he comes here.



## Patrons share their stories



Maya

☞ I talked to Maya's mom today. She told me she introduced a new family to the library. She told the other parent that the story time experience was wonderful and that the staff rotates each week and always makes it a fun time.

She then thanked me for our story times and said that she wanted us to know that it's Maya's favorite thing and whenever she comes to the library, she is so excited.

She shared that she and Maya have been coming to Toddler Time since she was 18 months old. Maya moved her book spine up today and received her 900 books before kindergarten sticker. She is well on her way to 1,000 Books!!!

## Patrons share their stories



Fran Lu

☞ Fran Lu started coming to the Knitting group when she was about 4 years old. She is headed to the University of New Mexico next year!



Fran Lu

## Patrons share their stories

☞ When I was making a new library card for a patron, she told me that she works in a medical field at the front desk. A patient came to her recently, despondent, because she needed to apply for Medicaid and was unsure how to print her paystubs and the necessary supporting documents.

She told the patient to try coming to the library, because a librarian could probably help her do those things. A few days later, she saw the patient again, who was elated because the librarian was able to help her with everything she needed, and she's now planning on applying for a job, too.

The patron wanted me to share how this patient's life was changed for the better by the library and librarians.



Pleasant Valley Elementary Library Night

## Patrons share their stories

☞ We had a young boy around 6-years-old and his mom come in. He had hit another kid at school and got sent home. So they came to the library to ask for books about saying sorry.

I found them a few, and they then spent the next 30 minutes reading them out loud and discussing each story to see how saying sorry changed the story/how the characters felt.

It was just really sweet to listen to.



Nevada Museum of Art Crafternoon

## Patrons share their stories



STEAM: Bubble Rockets

☞ I had a homeschool family stop by and mention how incredible the STEAM programs and presenters have been this summer with the Master Gardeners /Audubon Society/ Reno Phil.

All the programs appealed to her children of all ages which is hard to do.

She said the STEAM programs are knocking it out of the park!! I told her Toni is our STEAM lead and does a fantastic job in bringing in presenters for our patrons. She said she can not say enough good things about it.

STEAM:  
Anatomy  
of a Tooth



## Patrons share their stories



Gingerbread Houses

☞ I had a lovely interaction with a patron today. She is 92-years-old and uses our walker to get around, a voracious reader. I helped her find a couple of books.

She shared many comments about how important the library is for her and that she has contacted the Library Board, County Commissioners, and her Senator, praising the library system and how important it is to see it fully funded.

She's a cancer survivor, with osteoporosis, failing eyesight, and limited hearing, who needs and appreciates the help and community she finds here.

It was very uplifting to hear what she had to say about how we take care of our community. Made my day.



## Patrons share their stories



☯ During Stay & Play this morning, a grandma approached me and stated that she has been routinely bringing her grandchildren to story times at our branch this summer, and she truly appreciates that "no matter which staff members are involved, you all regularly put on fun, interactive and engaging story times."



Thank  
you



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

WEDNESDAY, May 21<sup>st</sup>, 2025

5:30 P.M.

SIERRA VIEW LIBRARY 4001 S Virginia St, Reno, NV 89502

Library Trustees:

Ann Silver, Chair

Tami Ruf, Vice Chair (Absent)

Gianna Jacks, Trustee

Lea Moser, Trustee

Marie Rodriguez, Trustee



## Salute to the Flag - Led by Trustee Jacks

### 1. Roll Call [Non-Action Item]

- Present – Chair Silver, Trustee Rodriguez, Trustee Jacks, Trustee Moser
- Absent – Vice Chair Ruf

### 2. Reports

#### a) Acting Library Director Report by Stacy McKenzie [Non-Action Item]

- McKenzie presented budget statistics, showing that the library is 16% under budget overall between both the general and expansion funds, with 6 weeks left in FY25. She is evaluating current library contracts and considering possible efficiencies. McKenzie is waiting to hear about grant funding to see if it can be used to keep full services. Discussed state funded databases that are being eliminated and possible steps to retain learning access.
- McKenzie discussed the fourth-floor lighting project and asbestos abatement at the Downtown Reno Library that will be funded by county facilities. She and the administrative assistant will be displaced during this time.
- McKenzie shared a report from HR that showed comp time usage for the library staff was minimal and not “overused”. The Senior Center Library is now open which will impact staffing numbers in other branches as the temporary transfers will be sent back to the Senior Center. McKenzie shared her appreciation for Interim Branch Manager Kerry Stendell and Librarian Mitch Winterman for their hard work on the project. Urged everyone to check out the upgraded facility.
- McKenzie announced that the Summer Reading Challenge starts on June 1. She shared that interviews for the open branch manager positions will start tomorrow (May 22) and continue for two weeks. The library is currently down 15 positions, some of which are crucial lead positions. McKenzie explained that two leads are required to be on the floor during open hours. These positions will be filled first, and hopefully the remaining library aide positions will be filled at a later date. She explained the hiring process and current problems due to understaffing (decrease in available programs, branches closed or delayed opening, drive through window closed, low morale). Urgent staffing requests are being sent out most weeks. Local Author Fest won't be happening this year due to staffing problems, but the library is committed to doing it next year.
- McKenzie shared that the duties outlined for acting director don't include seeking grant funding or fundraising.

- McKenzie shared other library news including the success of Staff Day on May 15. The Sparks mural will need to be delayed due to staffing shortages and will hopefully be able to be finished next summer. The treasurer audit was conducted and every library passed. The county audit has closed, meaning it was successful. McKenzie shared that the library is working to fulfill some of the audit's suggestions. The county is requiring a renewed MOU for Community Court.
- Chair Silver requested clarification about Community Court. McKenzie clarified that Community Court is housed in a county building (Downtown Reno Library) and therefore needs to adhere to county policies and have the proper liability coverage.
- McKenzie shared that the current strategic plan is ending this year and will need to be updated before January 31, 2026. She urged the board to get started on this process and mentioned that her current job description does not include this duty. McKenzie mentioned that the Nevada State Library will be conducting a walk through as part of the Library Services and Technology Act grant from IMLS.
- McKenzie addressed several questions that had been raised at the May 7 meeting.
  - i. She approached the BCC about scheduling concurrent meetings with LBOT but, due to the current budget cycle, they requested she inquire at a later date.
  - ii. The cost for additional meetings was calculated and amounted to about \$1000 per meeting. This includes only one security guard (some locations require two), two staff to run the meeting and take minutes, IT staff, and legal counsel. This calculation doesn't include staff time to prepare for the meetings (such as the creation of the agenda, packet, and presentations).
  - iii. Clarified how gate counts are calculated. It cannot differentiate between patrons or employees but McKenzie pointed out that staff use the staff entrances most regularly so they would rarely be included in the gate count numbers.
  - iv. The library website is managed by two staff: an internet librarian and library assistant III. These staff members also support all software, and work in conjunction with Marketing and Communications.
  - v. Addressed recent library technology survey that was used to gear up for the strategic plan. This survey was created to assess patron needs including meeting room usage. It may be used in possible grant

applications. The results are still being compiled and will be shared with the board when completed.

- vi. Addressed current legislation that is impacting local libraries, including AB 416 which prevents book challenges in libraries and brings them to the courts.
- McKenzie congratulated the Spanish Springs Library on 20 years and shared about their recent celebration. Shared recent library programs including an information session for seniors about avoiding scams.
  - Chair Silver thanked McKenzie for addressing the board's earlier concerns and for including the lobbying policy in the agenda packet. Asked who is notified when a librarian is going to provide testimony. Stacy answered that the employee would go to their supervisor first and then the county manager. Chair Silver asked if they would go through Acting Director McKenzie. McKenzie clarified that only if she was the employee's supervisor. Chair Silver asked if McKenzie would be notified of the employee's decision. McKenzie said that she would be notified but the final permission comes from the county.
  - Trustee Rodriguez inquired if the scam prevention program was offered regularly. McKenzie answered that the current strategic plan is focused on seniors and so they are trying to incorporate senior specific programming into the schedule. She was unsure if this particular program was presented regularly. Trustee Rodriguez thanked the library for hosting the program.
  - Trustee Moser thanked McKenzie for her report. Asked for clarification about emergency staff requests. McKenzie shared that most requests are made when the branch doesn't have a lead to cover an absence or lunch break. There are special permissions at the Incline Village branch that allow a lead to be absent if the staffing issue doesn't last more than 1 hour. McKenzie shared why staffing requests happen: vacation, sick, programming going on and no one to cover absence. Cancellations and closures also apply to the Bookmobile on occasion due to low staffing. She noted that recent Bookmobile vandalism has put the vehicle out of commission. Trustee Moser expressed her sympathy and asked if library aide positions are part time. McKenzie confirmed that they are. Moser inquired about library assistant II and library assistant III positions. McKenzie clarified that LAII are full and part time but not lead positions. Only LAIII are full-time leads. Moser asked if part time employees can be leads. McKenzie said they cannot.
  - Trustee Moser asked about library volunteers and if their duties overlap with library staff. McKenzie said that their duties occasionally overlap but raised

potential labor issues around volunteers doing the duties of librarians. Volunteers sometimes shelve, put holds away, assist with crafts and programming, and assist the Friends of the Library. McKenzie asked if Trustee Moser would like a more thorough answer about volunteer duties. Moser confirmed that she would and asked about the possibility of internships or apprenticeships. McKenzie shared that the library has had unpaid interns.

- Trustee Moser asked if the treasurer audit was recent. McKenzie confirmed that it was. Trustee Moser asked for clarification about the audit and McKenzie shared the process, indicating it is more of an inspection of the money drawers at each branch.
- Trustee Moser asked about Community Court. McKenzie explained. Trustee Moser asked for further clarification about the relationship between Community Court and the library. McKenzie clarified that Community Court uses the library facility and, because they want to expand their programs and bring in more volunteers, the policies need to be updated for liability reasons.
- Trustee Moser stated she would like to have a patron satisfaction survey to help with the strategic planning process.
- Chair Silver asked if any of the legislative bills have been brought forth by the library. McKenzie stated that none were brought forth by the library. Chair Silver asked if library employees attended in support only. McKenzie confirmed.

b) Sierra View Library Update [Non-Action Item]

- Branch Manager Sarah Jaeck welcomed the board to Sierra View and showcased the new furniture and renovations.
- Jaeck shared a slideshow of pictures highlighting the many partnerships that work with her branch including the Northern Nevada Down Syndrome Network, Nevada Department of Wildlife, Washoe County School District (including partnerships with Duncan Trainer and Gerlach Elementary), Nevada Humanities, and PAWS.
- Jaeck further highlighted several events and programs at Sierra View such as weekly Teen Scene programming, Crafternoon, and LEGO Club. Diverse Abilities was also highlighted – a program that helps support children who have adaptive needs, providing sensory bins, crafts, and alternative puzzles to help strengthen their social skills and allow a space to engage with other children without any pressure. The staff who lead this special program have experience teaching special-ed and parenting neurodivergent children.

- Jaeck shared events and activities that are coordinated with Duncan Trainer Elementary School such as a haunted house gingerbread event at Halloween, LEGO Club, and Crafternoon. Jaeck mentioned that staffing for these special events often leaves the branch short staffed due to already low numbers. Other branches help fill in the gaps.
- Jaeck shared photos from the Gerlach partnership library and spoke about their efforts to bring programming to the children in this remote location.
- At the end of her presentation, Jaeck shared several staff anecdotes and positive experiences with patrons, highlighting the impact libraries and librarians have on their communities.
- Chair Silver thanked Branch Manager Jaeck for her report and asked if the food served at events comes from the general budget. Jaeck answered that donation gift funds are used for events, not county funds. Chair Silver offered to sponsor food purchases in the future and asked Acting Director McKenzie to let her know what is needed. Jaeck thanked Chair Silver.
- Trustee Rodriguez expressed her gratitude for the Nevada Humanities sponsored Latino Poetry event. She spoke on how this event provided an opportunity for community bonding and discussion. Thanked Méla Garcia for putting together the event. Shared that she met one of the PAWS reading dogs at Incline Village. Thanked Jaeck for sharing the staff stories and emphasized how important it is for people to hear the impact libraries make on their communities, particularly supporting the most vulnerable members. She shared that she attended the Spanish Springs Library's 20<sup>th</sup> birthday celebration. Thanked everyone who works at the library.
- Trustee Moser thanked Jaeck and expressed her interest in how diverse each library branch is. Asked how they came up with the Minecraft event. Jaeck shared that her staff with young children suggested it and it made for a good tie in with the movie coming out. Trustee Moser suggested following up the event with a watch party, offering to donate the movie for the event. Jaeck thanked her for the offer and mentioned they would have to make sure they had the license for public viewing. Trustee Moser mentioned that her mentor started the Duncan Trainer library and asked what it would take to keep it fully staffed. Jaeck responded that the library always has two staff. The problems arise due to Sierra View already being down two full-time and one part-time staff members. Trustee Moser shared a word she'd learned while in the Peace Corps that means that all humanity is tied together, and our actions create ripples. She emphasized the ripple effect the library creates. Thanked Jaeck for her presentation. Jaeck thanked Moser for her comments.

### 3. Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Cynthia Reed: Expressed appreciation for the library system and the positive impact it has had on her family. Concerned by agenda item 7b. Shared belief that library is full of professionals who can improve the system without seeking third party help. Questioned cost and use of public funds for third party entity.
- Gail Townsend: Expressed appreciation for the library system and all it provides for the community. Questioned trustee loyalties. Spoke against the privatization of libraries. Mentioned former director Jeff Scott.
  - Chair Silver asked DA Kaplan if public commentators are allowed to say the board “terminated” Jeff Scott. DA Kaplan responded that public comments do not have to be factually accurate. Said he heard the public commenter say “resigned”. Chair Silver emphasized she heard “terminated”.
- Amy Pulver: Shared questions she would like addressed including why appointing Stacy McKenzie was not on the agenda, who will be paying for the third-party consultant, how it will be decided, and who will be considered. Concurred with previous public comments about privatization concerns. Urged board to get started on figuring out the FY27 budget with or without a consultant.
- Debi Stears: Collections Development Manager for WCLS, comments made on her own time. Requested to hold off on agenda items that did not include a staff report and emphasized importance of transparency. Suggested public comment be allowed for each action item. Further suggested a working group or advisory committee be formed to help with the new director search. Mentioned other Nevada library directors who could be consulted. Called for the board to work together with the community.
- Kerry Stendell: WCLS Librarian and Interim Branch Manager at Sparks. Emphasized the positives of the library system and the help it provides to the community. Shared interactions with patrons and positive feedback she has received. Commented on agenda item 7b, sharing that the system already has librarians with decades of experience who can assist.
- Cate Salim: Expressed appreciation for the BCC approving the FY26 budget, and thanked Manager Brown and the county budget team. Mentioned agenda item 7b. Expressed concern that the item was not properly agendaized due to there having been no prior public discussion on the topic. Questioned what companies are being proposed. Emphasized that the public should be

involved in the decision and there should be no conflicts of interest with the board. Questioned why the appointment of Stacy McKenzie as interim director was not on the agenda.

- Robert McGinty: Shared that he'd seen a flyer claiming that ridding Washoe County of its director would "save the children." Expressed concern about the "anti-library virus" and urged the board to keep the library system public. Asked that the board ensure the next director is experienced, qualified, and has a record for serving public libraries.
- Tara de Queiroz: Thanked the board. Asked the board to appoint Stacy McKenzie as interim director, to begin the search for a new director, and to not hire a third-party entity. Spoke on the importance of public trust. Concerned by agenda item 7b and asked board to name the third-party entity they are considering.
- Eileen Ecklund: Thanked BCC and board trustees. Urged the board to be transparent in their search for a new director. Concerned that hiring a third-party consultant was on the agenda, but appointing an interim director was not. Spoke on the problems other libraries have had with privatization.
- Bri Schmidt: Expressed disappointment that a search for a new director was not on the agenda. Concerned for the future of libraries and the removal of diverse programming and books. Denounced the privatization of libraries. Urged the board to agendaize a search for a new director to help secure library funding.
- Adrienne Santiago: Expressed appreciation for ongoing partnership between WCLS and NNLC. Spoke on the importance of literacy and how the library provides safe and supportive places for youth to learn.
- William Mantle: Vice President of WCEA. Expressed willingness and availability to any staff or board member who wants to discuss how to maintain the quality working experience county employees expect. Offered assistance as a "symbiotic" partner with the county.
  - Trustee Jacks asked for Mantle's contact information.
- Kathie Maestas: WCEA board member. Present due to library staff concerns. Shared willingness to listen and support union members and board trustees and answer any questions they may have. Urged board members to reach out as needed.
- Sandee Tibbett: Urged the board to move forward with third-party consultant to evaluate the FY27 budget. Mentioned perceived propaganda.

- Chair Silver reminded Tibbetts to address the board, not the audience.
- Sandee Tibbets (cont.): Mentioned failure of WC1. Expressed distrust of Acting Director McKenzie and belief that third-party would provide an unbiased opinion. Urged the board to prioritize “family friendly” services. Thanked the board.
- Kat Olson: Thanked the board. Expressed concern for agenda item 7b and asked the board not to hire an independent third-party, concerned it would be a step towards privatization. Shared that the focus should be on the needs of the community, not profits. Urged the board to rely on institutional knowledge within the library. Cited the Riverside Library System in California.
- Chris Moreno: Thanked the board. Urged the board to find a qualified candidate for library director from within the community. Expressed appreciation for the library and the safety and services it provides to community members. Denounced privatization.
- Linda Sinclair: Expressed support for Stacy McKenzie being appointed as interim director. Urged the board to find a consultant from within the library and not spend county money for an outside entity. Mentioned other systems where privatization did not work.
- Mark Pritchard: Expressed appreciation for library services and staff. Objected to hiring outside consultant and shared concern that they would insert their own bias and opinions. Emphasized that library staff and board members have enough expertise.
- Virginia Larmore: Thanked the board. Spoke on the “calculated campaign” to discredit the library. Mentioned recent BCC budget decision and expressed concern that the library will have to appeal for funding each year. Urged the board to rebuild trust and appoint Stacy McKenzie as interim director. Questioned why the board is considering a third-party entity instead of looking within the system, how the search would be funded, and why it is happening when the WCLS has no director.
- Andrea Tavener: Thanked the board, library staff, and the public who show support for the library. Expressed concern about Acting Director McKenzie’s abbreviated duties and inability to work on grant applications. Mentioned NRS 379 regarding the library masterplan. Concerned that funding will be lost if the plan is not submitted in time. Asked about steps involved in plan creation. Thanked BCC for providing funding for the next year.



- Maureen McElroy: Thanked the board. Expressed concern about agenda item 7b and surprise that it had not been discussed previously. Echoed other public commentors about privatization concerns and lack of interim director appointment. Spoke to McKenzie's qualifications. Urged the board to begin national recruitment for a library director.
- Cliff Nellis: Thanked the board. Spoke on Jeff Scott's resignation. Asserted that the library needs a "culture change" and urged the board to find a new director who is not currently associated with WCLS. Spoke on benefits of privatization and independent audit.
- Ilya Arbatman: Questioned why there wasn't a staff report for agenda item 7b. Urged the board to forgo an external entity and instead rely on the resources they already have. Asked what specific problems the board sees with the current system. Questioned past trustee actions in regard to WC1. Spoke on the importance of library funding and questioned trustee motives.
- Andrew Maurins: Shared opinion that library colleagues believe in leadership and are open to improvements. Urged the board to only consider third-party entity if they are unbiased and credible. Questioned why this possibility had not been discussed prior to being agendized. Emphasized that hiring an outside consultant is a "huge and expensive" decision to make without staff input. Urged the board to table the issue.
- Janet Butcher: Thanked the board. Shared that outside consultants were brought in to look at county elections and said the library might benefit from the same. Shared positive experiences at the library. Spoke on WC1.
- Nora Constantino: Expressed support for the library. Stated that agenda item 7b has "no transparency" and that the issue needs to be open to community discussion. Urged the board to look for internal help instead of spending money on a third-party consultant.
- Laura Weatherington: Thanked library staff. Spoke against accusations of the library having porn. Urged community to come together. Mentioned Chair Silver's past suggestion of a mediated discussion group and expressed support for the idea.
- Joni Hammond: Expressed support for a third-party consultant to evaluate the library. Questioned why others are concerned. Expressed appreciation for library staff.

#### 4. Board Comment [Non-Action Item]

- Trustee Jacks thanked the public commenters. Mentioned the future revision of the bylaws might address some items the commentors brought forth.

Suggested the board work with community members and host a public town hall. Requested this be a future agenda item. Thanked Chair Silver.

- Chair Silver requested a vote in June to appoint Stacy McKenzie as interim director. Supported Jacks' request for a town hall to discuss the qualifications and desired competencies of the next director.
- Trustee Rodriguez addressed emailed communication between her and Chair Silver regarding the removal of the appointment of interim director from the agenda. Trustee Rodriguez mentioned that Chair Silver requested this herself and spoke on the importance of not leaving McKenzie "in limbo." Concerned that her current job duties do not include being able to monitor safety measures for the employees. Requested clarification on who supervises McKenzie as acting director, the board or the county. Asserted that the board should not "micromanage" the budget and instead leave that to the interim director. Urged her fellow trustees to prioritize finding a new director.
- Chair Silver thanked Trustee Rodriguez for her comments and requested DA Kaplan to clarify the obligations of the interim director. DA Kaplan noted that the board is under no obligation to appoint an interim director and that restricted duties may be included but it's a case of semantics.
- Trustee Moser thanked the board and public commentators. Outlined what other library boards do in similar circumstances and requested that her fellow trustees start with "the basics" and focus on the job description for the director. Asked if the strategic plan and masterplan are the same. Acting Director McKenzie confirmed that they are. Trustee Moser asked for clarification on agenda item 7b. Requested that the board find a retired library director to serve as a consultant and "set the groundwork". Asserted she is not in favor of privatization. Urged fellow board members to make fiscally responsible decisions that positively impact the library system.

## 5. Approval of Meeting Minutes

### a) Approval of Minutes from the Library Board Meeting of April 16, 2025 [For Possible Action]

- Trustee Moser stated that she appreciated the minutes and how they were "effective" and caught the "general conversation" of the meeting. Thanked Administrative Assistant 1 Siera Schubach for her minute taking. Chair Silver also thanked Schubach and appreciated the "clarity" of the minutes.

### b) Approval of Minutes from the Special Library Board Meeting of May 7, 2025 [For Possible Action]

- Both sets of minutes were approved unanimously.

## 6. Old Business

None.

- Chair Silver requested the board skip 7a for the moment and move on to 7b.

## 7. New Business

b. Discussion and direction from the Library Board of Trustees to Washoe County Manager's Office for the purposes of hiring an independent third-party library expert to assist in mapping of existing library operations and providing recommendations to the Washoe County Library System. It is anticipated that the information provided will be utilized for developing scenarios necessary for determining the operational strategy and budget requirements for the Fiscal Year 2027 budget proposal to the Washoe County Board of County Commissioners. [For Possible Action] (Out of Agenda Order)

- Chair Silver asserted that she has not engaged in any discussion about privatization and this meeting was the first time she was hearing about it. The wording and placement of the item was included on the agenda after speaking with Assistant County Manager Dave Solaro.
- Assistant County Manager Dave Solaro apologized for the confusion caused by the agenda item and passed out a document to the board and read it aloud. Solaro asserted that it would be helpful to have someone to facilitate the creation of the FY27 budget. Clarified that this item was not for voting on a specific entity, but for the board to vote on if they are interested in pursuing a third-party consultant at all. It is the role of the board to help the BCC understand that the budget is one they can rely on. Solaro apologized that a staff report had not been attached. His meaning was clear in his mind but after hearing public comments he realized the wording might have been unclear.
- Trustee Rodriguez requested the name of the company Solaro had in mind. Solaro responded with a list of names including Godfrey's and Associates who helped with the 2015 masterplan, Aaron Kohn and Associates, ReThinking Libraries, The Ivy Group, and LS&S.
- Trustee Rodriguez expressed concern over hiring a consulting group. She understands that Acting Director McKenzie has been a library director previously and is "more than capable." Asserted that it is the role of trustees to accept or not accept her budget, but not to be involved in the process.

Questioned why there is a general feeling that the acting director isn't up to the task of creating a new budget. Shared that she has visited all of the libraries and believes they are doing well. Questioned the role of trustees in requesting to bring in a management group, and where the funding will be coming from.

- Solaro clarified that his thought was to provide assistance to the board in providing a budget to the BCC by October. For the last two years he has heard battling opinions during public comment about what "appropriate services" the library should provide. His thinking was that an outside entity would help clarify. Staff can certainly help in the process, a third-party is just another option.
- Trustee Rodriguez asked who will be paying for the consultation. Solaro responded that the taxpayers will be funding the consultation. The money will come from the BCC budget and the library funds won't be impacted by the process.
- Chair Silver questioned whether Solaro has ever recommended or considered privatization. Solaro replied in the negative. Chair Silver asked DA Kaplan if it is within the purview of the board to discuss privatization. DA Kaplan replied that it is.
- Trustee Jacks thanked Solaro for his time and effort. Expressed her support for an outside consultant given the circumstances; no director, budget concerns, WC1 failure. Believes it will be helpful to have an outside opinion.
- Trustee Rodriguez suggested the board wait to vote on this topic until McKenzie is officially voted in as interim director. Expressed again her belief in McKenzie's credentials and skills. Shared that some companies actively reach out when a library's director leaves.
- Solaro reiterated that the decision is in the hands of the board, he was just asking if they wished to go through the process.
- McKenzie thanked Solaro for his presentation. She noted that one of the companies he listed does do privatization although they use the term "management" instead. Suggested that the board act in some outreach efforts and town halls to work out the details of what the community wants. Based on public comment, the issues are "cultural" or "financial", but those terms are general and more details are needed. Emphasized that it will take time to find a consultant and the library needs leadership in the meantime. Hopes the board will look for a truly independent consultant and not a company who will try to sell them a service.

- Chair Silver expressed her confusion regarding McKenzie's "sweeping statements." McKenzie clarified that she was hearing these from public comment and not the board. Chair Silver emphasized that the board worked hard to get the library their budget.
- Chair Silver asked Trustee Rodriguez if her suggestion was to wait to take action on Solaro's motion and vote for an interim director first. Trustee Rodriguez stated that Solaro told her that he doesn't trust the current organization structure and she is unsure why. Chair Silver questioned who she was quoting. Dave Solaro stated that Rodriguez's comment was in reference to an email he sent where he stated that, based on his observations, it seemed the board did not trust the current organization. It was his opinion.
- Trustee Rodriguez questioned why the board wouldn't trust the library organization. She further questioned why the board would pursue an outside consultant without first seeing if McKenzie was up to the job. Urged fellow board members to wait before taking a "drastic" step and spending county money when a capable alternative was available. Their attention should be focused on finding a new director.
- Trustee Moser thanked Solaro for his clarification. Asserted that, based on her research, she does not support the hiring of an independent consultant. She would rather have an interim director who can look at the budget and system in general and make changes based on what is seen day to day. Prefers a "bigger view" of the entire system instead of just the budget. Suggested hiring a retired library director who has experience with a larger library system who can prepare McKenzie to take over. Chair Silver requested clarification. Trustee Moser reiterated that she would like an outside hire for interim director. Mentioned she spoke with McKenzie about this idea and that other library boards have adopted this approach. She is looking for a "holistic" approach. Suggested another board be created with other library directors who can offer advice. She expressed hesitancy to follow through without more information. Emphasized that the board needs to find the best direction and work quickly.
- Trustee Jacks asked Solaro about the company he mentioned was used in 2015. Solaro replied that it was a company that put together the library portion of the facilities masterplan. Trustee Jacks thanked Solaro and stated that the WCLS should be considered to be in a "crisis scenario" due to time constraints. Asked if the City Manager's Office prepared Solaro's document in conjunction with the board chair and if it was presented at the BCC. Solaro

replied in the negative. He requested that the item be added to the agenda, and it was approved by Chair Silver.

- Trustee Jacks asserted that the board is in a time crunch and doesn't have time to hire an outside interim director. Suggested that no one within WCLS would have an independent third-party perspective. Supported a motion to have Solaro return at the next meeting to discuss the issue further.
- Chair Silver took exception to the motion. She asked McKenzie to clarify Trustee Moser's comment about speaking with her about agenda item 7b. McKenzie clarified that she wanted to speak with Moser about having to delay the mural and they discussed their confusion in relation to agenda item 7b. Trustee Moser suggested the retired director idea at that time. Mentioned Solaro's presentation helped clear up her confusion about 7b.
- DA Kaplan commented that the public, Trustee Moser, McKenzie, and Solaro all mentioned 7b was unclear. Noted that Open Meeting Law requires that all agenda items be "clear and concise." Suggested that item 7b be tabled and addressed at a future meeting so that it may be properly agendaized. Chair Silver questioned DA Kaplan on this point as he had seen the agenda prior to its approval. DA Kaplan clarified that he had indeed seen the agenda item prior to its approval and thought the wording was clear, however he had also read Solaro's handout. He expressed that without this document he can see how the wording of 7b may have been unclear, and what was in the document wasn't how it was worded on the agenda.
- Chair Silver thanked DA Kaplan for his clarification. Announced she would be moving forward with putting an action vote on the next agenda to appoint McKenzie as interim director. Any action on 7b was tabled for future discussion. Expressed her hope that after Solaro's presentation public fears were quelled. Emphasized that there have been no conversations about privatization. Questioned why McKenzie cannot participate in grant writing. Suggested the vote for McKenzie as interim director be put on the agenda for the next meeting. Requested Solaro return and provide clarification on the process for finding a consultant. Reiterated that lay offs would not be happening. Requested information about volunteer duties. Expressed desire to hear efficiency strategies from McKenzie and library staff. Emphasized that there are not any "backdoor conversations" going on.
- Trustee Jacks withdrew her earlier motion.
- Chair Silver tabled agenda item 7b for next month. Requested that McKenzie come prepared to address comments about efficiencies.

- Trustee Moser offered to spend time shadowing McKenzie to better understand her role. McKenzie agreed. Suggested she and McKenzie plan a town hall meeting.
  - Trustee Rodriguez addressed limits of McKenzie's job duties and her concern that McKenzie's hands were "tied." Stated that if she is not made interim director then her role will need to be expanded in order to cover all needs, including safety of staff. Chair Silver asked Solaro what duties McKenzie was prohibited from doing. Solaro replied that his answer would be better served during public comment as this wasn't an agenda item. Chair Silver thanked him.
  - Trustee Jacks moved to table agenda item 7b for the record. Chair Silver withdrew 7b for possible action.
  - Chair Silver addressed Trustee Rodriguez's concerns stating that the library "looks out for each other" and no workers comp claims have been submitted. Thanked Solaro and asked DA Kaplan if he had any concerns on this topic. DA Kaplan clarified how the agenda item for the interim director vote should be worded on the agenda.
  - Chair Silver asked if the board has the authority to create a job description. Solaro replied in the negative. Chair Silver expressed her confusion to DA Kaplan who responded that only certain duties can be expanded in the job description, but not fully changed.
- a) Discussion of potential changes to the LBOT Bylaws [Non-Action Item] (Out of Agenda Order)
- McKenzie invited the trustees to submit their proposed changes. These changes will be compiled and presented at the next meeting for discussion. Trustee Rodriguez asked when the changes should be sent. McKenzie said the first Wed in June.
  - Trustee Jacks mentioned she has been through bylaw edits before. Mentioned what is already included in the bylaws and focused on the chair's ability to call special meetings.
  - Chair Silver discussed the possibility of a special meeting before the next scheduled June meeting. Asked fellow trustees for their input. Trustees Jacks and Moser both agreed. Trustee Rodriguez asked which agenda item the special meeting would be covering. Chair Silver replied that it would be to take action on the interim director vote and to discuss bylaw changes. Trustee Rodriguez stated she felt this discussion should have happened during "board comment" and they are going out of agenda order.

- Trustee Moser requested to have board comment after public comment and then again at the end of the meeting. Questioned why the board can't change the job description if they have a part in hiring and evaluation.
- Chair Silver called to have a special meeting on Wednesday, June 4. McKenzie stated that she was fine to wait on the vote and reminded the board that extra meetings impact the library budget. Chair Silver appreciated McKenzie's comment and retracted her special meeting request.
- Trustee Jacks outlined potential changes to the bylaws including clarifying the attendance policy and needing to be "less aloof". Mentioned special meetings. Thanked Chair Silver.
- McKenzie clarified that she needs the changes in writing so they can be added to the agenda packet.
- Chair Silver asked if they will be voting or just discussing the changes in June. DA Kaplan replied that the changes will be presented at the next meeting for discussion and followed by a vote. Mentioned procedure from the previous year. Chair Silver replied that the procedure will be followed at the next meeting on June 18.

#### 8. Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Cate Salim: Noted that the vote for board chair should also be on the next meeting's agenda, in addition to scheduling the next year of meetings. Library hours and closures for FY26 also need to be approved. Mentioned previous board decision that trustees could not attend via Zoom, and claimed it was not "properly recorded." Requested clarification on trustee manual and mentioned how to file a violation. Hopes the board has studied Open Meeting Law and understands the need for transparency.
- Bri Schmidt: Acknowledged that McKenzie might be at risk for liability if certain items aren't in her job description. Discussed concerns around privatization and mentioned Huntsville, Texas. Encouraged the board to look at online resources that outline how privatization impacts libraries. Agreed that an independent third party sounds good, but that many are "predatory" and offer their services to library systems they deem "in trouble."
- Debi Stears: Suggested a staff report be made for all action items, that the board work with the interim to figure out a timeline for agenda review so that all items are clear, and to bring back public comment for each agenda item. Expressed support for an independent consultant to evaluate how WCLS compares to other library systems with one caveat: eliminate anyone who has a product to sell.



- Naseem Jamnia: Expressed disagreement with Solaro's suggestion. Explained how the company LS&S works in privatizing libraries. Mentioned that the library is the only Washoe County department that will have its money withheld. Questioned how there is money for an outside consultant. Reiterated McKenzie's qualifications.
- Dave Solaro: Clarified that the highlighted duties was his way of protecting McKenzie and not overburdening her with roles that weren't part of being an acting director. Read the highlighted items aloud. Addressed the safety item brought up by Trustee Rodriguez by saying it was already part of McKenzie's duties as assistant director and that's why it was not highlighted on her job duty sheet. Emphasized that he does not want anyone to be at risk, including the board.
- Tara de Queiroz: Reiterated reasons for concern in regard to privatization. Addressed Solaro's report. Emphasized that the WCLS already exceeds and an outside evaluation is not necessary. Expressed disapproval of board chair.
- Andrew Maurins: Thanked the board for tabling agenda item 7b. Clarified that he was speaking out against the suddenness of this agenda item and the concern surrounding its appearance on the agenda. Expressed concern that LS&S was being considered.
- Gail Townsend: Mentioned a trustee's recommendation for private or corporate funding at the June 2024 meeting where Panasonic and Tesla were mentioned. Shared that her conclusion that the trustee was interested in private funding came from these comments. Urged the board to start the process of finding a director and questioned why it hadn't already been done.
- Andrea Tavener: Thanked the board. Reminded the board that anything that may be voted on in the future cannot be discussed privately. Mentioned Open Meeting Law. Urged the board to establish a director for WCLS and clarify future goals.

## 9. Staff Announcements [Non-Action Item]

- None

## 10. Adjournment

- Trustee Rodriguez asked for clarification if the vote for chair and vice chair would be on the agenda for the next meeting. Chair Silver confirmed they would be.
- Chair Silver adjourned the meeting at 9:37pm

# Public Comments For May 21 Meeting

Submitted for inclusion in the record

5/21/25  
meeting

For the record, I'm Debi Stears. I'm the Collection Development Manager for Washoe County Library but I bring forward my comment this evening on my own time.

I'm here today to kindly ask that you hold off on taking any action on agenda items that don't have a staff report available to the public. Transparency isn't just a nice idea—it's a cornerstone of good government. When decisions get made behind closed doors or without proper documentation, it shakes people's trust. And trust, once lost, is mighty hard to get back.

I'd also like to suggest that you bring back public comment for each individual action item. When folks can't speak to what's actually being voted on, it leaves a lot of room for guesswork. And let's be honest—rumors have been flying because people are trying to read between the lines of the agenda. A clear staff report would go a long way in calming the waters. It would give the public a sense of what's being proposed, what research has been done, and why it's being considered in the first place.

This Board has a serious job to do, and the community expects it to be done with honesty, fairness, and care.

One of the biggest things on the horizon is hiring a new Library Director. I hope you'll make that decision thoughtfully, and choose someone who really understands what a library means to a community—someone who believes in public service and in building strong local partnerships.

And if you're bringing in outside consultants to help chart our path forward, please make sure they're truly independent—not just looking to land a long-term contract or sell us something down the road. The public needs to know that any advice you're getting is in the best interest of our libraries—not some company's bottom line.

Once you've got stable leadership in place, I'd strongly encourage you to form a working group or advisory committee, and talk directly with folks here in Nevada who've walked this road before. Two leaders come to mind:

Director Forrest Lewis, who turned things around at the North Las Vegas Library District with fresh ideas and deep community involvement.

Director Jessica Anderson, who steered the Humboldt County Library through tough funding challenges—without giving away control to private interests.

These are real success stories, right here in our own backyard. They show what's possible when you've got the right people at the helm and a commitment to keeping our public institutions truly public.

Washoe County has a chance to strengthen its library system—not by handing it off, but by rolling up our sleeves and doing the work together.

Thank you kindly for your time.

5/21/25 meeting  
Sarah Jaek

Last year I felt good helping a patron who had recently been released from a 20-year prison sentence. He didn't have an email, a cell phone, or any internet skills to speak of. His most pressing needs were to get an email and cell phone so he could find a job. I worked with him during a Book a Librarian appointment to obtain these two items, and he was not only so appreciative of the help I gave him, but that he was received with kindness and non-judgement. I emphasized that our resources were free and that we would try our best to get him the information and access to resources he needs whenever he comes in.

There was an older patron who would come in every month or so who would always ask the same questions. It was obvious that she was facing some memory issues, and I had bookmarked the info she was asking for so I could relay it each time she came in. While she would forget her questions, she always remembered me and would make a beeline straight for me and say hello. While I might've written down the same information for her countless times, the smile and greeting she gave each time was something neither of us will ever forget.

I helped an older woman learn to post her photos on Facebook. She was so happy she nearly cried because she wanted to share her granddaughter's college graduation and photos of her son who had passed away.

A patron came to me saying she had her hearing tested and needed hearing aids which were going to cost between \$3000-6000. She did not have this money. I know this patron works with clients with disabilities. Knowing this, I pointed out that it is a work-related expense. It's imperative that she be able to understand her clients. I referred her to EmployNV, knowing they help cover costs related to vocation. She was able to get her hearing aids covered at absolutely no cost to her. Later when she needed replacement dentures, she was able to return to EmployNV for financial assistance so she could continue with her important work assisting her clients.

A family attended a LEGO club I was hosting. Towards the end of the day, they approached me and asked if there was a private room/space available where they could pray. We offered the meeting room in the library to them, and they were extremely grateful. They also even came back to the LEGO club the following week with more kids. I think this is a great illustration of the library promoting a safe and welcoming environment for diverse communities.

We serve many unhoused citizens. Recently, an unhoused senior citizen came into the library and needed help accessing her email and local resources. She was living in her car with her pet. Looking at her, one would not suspect that she had fallen on such tough times. Our staff worked to connect her with community resources, including those available at Community Court at the Downtown Reno Library. Sometimes we help unhoused folks and never know if they secured the help they needed. We serve them with kindness, patience, and resourcefulness, and hope for the best.

As I was setting up for family story time one day, a mom struck up a conversation with me. It seemed she just wanted to talk to someone. She comes to story time regularly with her 3-year-old son and seemed eager to talk parenting with another parent. She relayed that she is a single mom, had recently been wrongfully terminated from her job, and had simultaneously received an eviction notice without cause. I asked her if she had a support network—friends or family—in the area. She does not and is getting by the best she can. For having been through so much, she maintained a positive attitude. I was struck, yet again, by how often vulnerable patrons open up to us. I am honored that this woman and so many other struggling patrons feel safe enough in our space to just be.

Last year, a homeschooling family regularly came to a variety of Sierra View programs, including story times and arts and crafts sessions. They had not been in Reno long and were slated to leave the area again to follow a job prospect. Because they had made no real friends in the area, they asked to celebrate their son's 6<sup>th</sup> birthday at the library with us. They brought cake, and we all sang Happy Birthday to the kiddo. Our manager also got him a little gift, and we all signed his birthday card. He was so excited, and his family was so touched that we took time out to celebrate their little guy. We were all smiles.



5/21/25  
meeting

Sarah Jaek

On our Diverse Abilities program:

Depending on the level of support a neurodivergent child may need, it can at times be daunting for parents to find spaces that feel safe and welcoming. Diverse Abilities is a library program created to provide this space, along with an opportunity to introduce neurodivergent families to the library and its resources. Activities and crafts available are geared towards kids in the pre-k-5th grade range, and easily adaptable to varying abilities, support needs, and sensory issues.

Many kids on the autism spectrum struggle with social skills. While attending Diverse Abilities, kids can engage with others in no-pressure environment while still being themselves. Parents and caregivers have the opportunity to exchange information and talk to others with similar situations and experiences. This builds community for neurodivergent families, and is a relief for many, knowing they are not alone in their struggles.

As with all library events, Diverse Abilities is inclusive...kids of all abilities are invited and encouraged to participate. Leading staff members have experience in teaching, special education, and parenting neurodivergent children. They work hard to create fun and dynamic activities that all young learners will enjoy.

5/21/25  
meeting

## Washoe County Libraries Board of Trustees Meeting

Good Evening, Chair Silver and Members of the Board of Trustees,

My name is Adrienne Santiago, and I serve as the Executive Director of the Northern Nevada Literacy Council (NNLC), and a board member for the Nevada State Council on Libraries and Literacy. I want to take a moment to express our sincere appreciation for the ongoing partnership between NNLC and the Washoe County Library System. Your commitment to providing inclusive, accessible learning environments aligns closely with our mission to expand literacy opportunities across our community.

We recognize and commend the work of this Board in maintaining strong and effective library operations during the current vacancy of the Library Director position. Your leadership during this transitional time is critical, and we applaud your continued focus on community access, education, and literacy.

Now more than ever, it is vital that we stand together to ensure every member of our community has access to literacy and educational services. With the Washoe County School District's RISE Academy no longer accepting high school dropouts under the age of 18, a critical gap in services has formed. At this moment, only NNLC and Truckee Meadows Community College are positioned to serve these vulnerable youth, many of whom are seeking a second chance at education and a pathway to a better future.

Together, our partnership with the libraries provides safe, supportive spaces for learning, and we believe that expanding this work is essential. From English Language Acquisition to High School Equivalency programs, our shared goals remain the same: to uplift individuals, families, and the broader community through literacy and lifelong learning.

Thank you for your continued support, dedication, and service to the people of Washoe County. We look forward to continuing this important work together.

Respectfully,  
Adrienne Santiago  
Executive Director  
Northern Nevada Literacy Council  
775-230.1906 (cell)

5/21/25  
meeting

Good evening, Board, Staff,

My name is Carol Cooke. I have some questions for the board for which I'd like answers on the record.

Before I get to my questions, I want to state that the Washoe County Library System is robust, healthy, and professional. Listening to the CC meeting yesterday among other meetings, some seem to think the Library System is the unwanted stepchild of the county in this budget crisis.

How can that be?

It's only 1% of the total budget. Its employees are happier than all other county employees. It is beloved and supported by the wide community. It serves a wide and diverse public as a knowledge center and community center.

Every business or government department can benefit from some improvements, new ideas. But nothing I've heard or seen suggests that the Washoe County Library System itself is suffering from inefficiency, poor planning, poor service delivery.

The problem is political, and from what I've read and heard, the problem stems from a lack of board leadership. Politics is what it is, and the board failed to stand up to it. So here we are, treating our library like a sick annoying child. It doesn't need fixing; it needs and deserves respect and thanks. *I hope this new study will help the board and the system to move forward*  
Questions:

1. What is the exact timeline for progression of the Study?  
When will that be made public?

2. Who exactly will establish the MQ's and the mission? What standards will be used?

3. Will the public have an opportunity to comment on the RFP before it is let?

4. Will the RFP preclude any person or organization tied in any way to public library privatization from consideration?

Dave Solano

5/21/25  
meeting

Before you today is an item for the Library Board of Trustees to consider hiring an independent third-party library expert to assist our community, staff, and the trustees propose a budget that mirrors the best practices associated with library operations. The role of this expert would be to provide valuable insights and recommendations on the appropriate staffing needed to operate branch libraries efficiently. This includes ensuring that our libraries are staffed to effectively administer the policies set forth by the trustees and respond to the evolving needs of our community. By leveraging the expertise of an independent consultant, I am hopeful we can come together to propose an adequately funded library that meets our community's needs.

The independent expert could offer guidance for community engagement practices as well. This includes evaluating current practices, identifying areas for improvement if they exist, and recommending strategies to align our library services with the community's needs if they are indeed out of alignment. The goal is to create a library system that not only meets but exceeds the expectations of our patrons and continues a culture of continuous improvement and excellence. I believe that with the support of an independent library expert, we can achieve these objectives and ensure that our libraries continue to be a cornerstone of our community.

To ensure that the independent library expert is well-qualified to assist the community and trustees, they should possess a combination of education, experience, and certifications. Some key qualifications to consider are:

1. **Educational Background:** The expert should hold a master's degree in library science (MLS) or library and information science (MLIS) from a program accredited by the American Library Association (ALA). This ensures they have a solid foundation in library principles and practices
2. **Professional Experience:** They should have extensive experience working in public library management or administration, preferably with a track record of successfully implementing best practices in library operations. Experience in public libraries and familiarity with community engagement strategies is highly desirable
3. **Certifications:** Relevant certifications, such as the Certified Public Library Administrator (CPLA) credential offered by the Public Library Association (PLA), can demonstrate their expertise in public library administration. This certification requires mastery of knowledge, skills, and abilities necessary for successful library management

4. **Continuing Education:** The expert should be committed to ongoing professional development, participating in continuing education programs and specialized workshops to stay current on new developments in the field
5. **Consulting Experience:** Experience as a library consultant or advisor, providing guidance to libraries on improving operations, staffing, and community engagement, would be beneficial. This demonstrates their ability to offer practical and actionable recommendations

By ensuring that the independent library expert meets these qualifications, we can be confident that they will provide valuable insights and recommendations to enhance the library system's operations and responsiveness to the community's needs.

A possible motion would be: I move to request the County Manager's Office staff create and publicly release a Request for Qualifications (RFQ) for professional services related to optimization of library operations utilizing the process and procedures customary of Washoe County Purchasing. The scope shall include the five items above: Education, Experience, Certifications, Continuing Education, Consulting Experience (to include public engagement experience) in addition to a proposed timeline with milestones and any other qualifications that would demonstrate proficiency. It is anticipated that once results are available appropriate staff will determine which responses are "responsive and responsible" to the solicitation, and return to this Board with those results and a scoring sheet for the Board to score and choose the most qualified respondent.

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**Public Comment for Library Board of Trustees May 21 2025**

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**From** suzannemorganwilliams@charter.net <[REDACTED]>  
**Date** Wed 5/21/2025 8:01 AM  
**To** Schubach, Siera <SSchubach@washoecounty.gov>

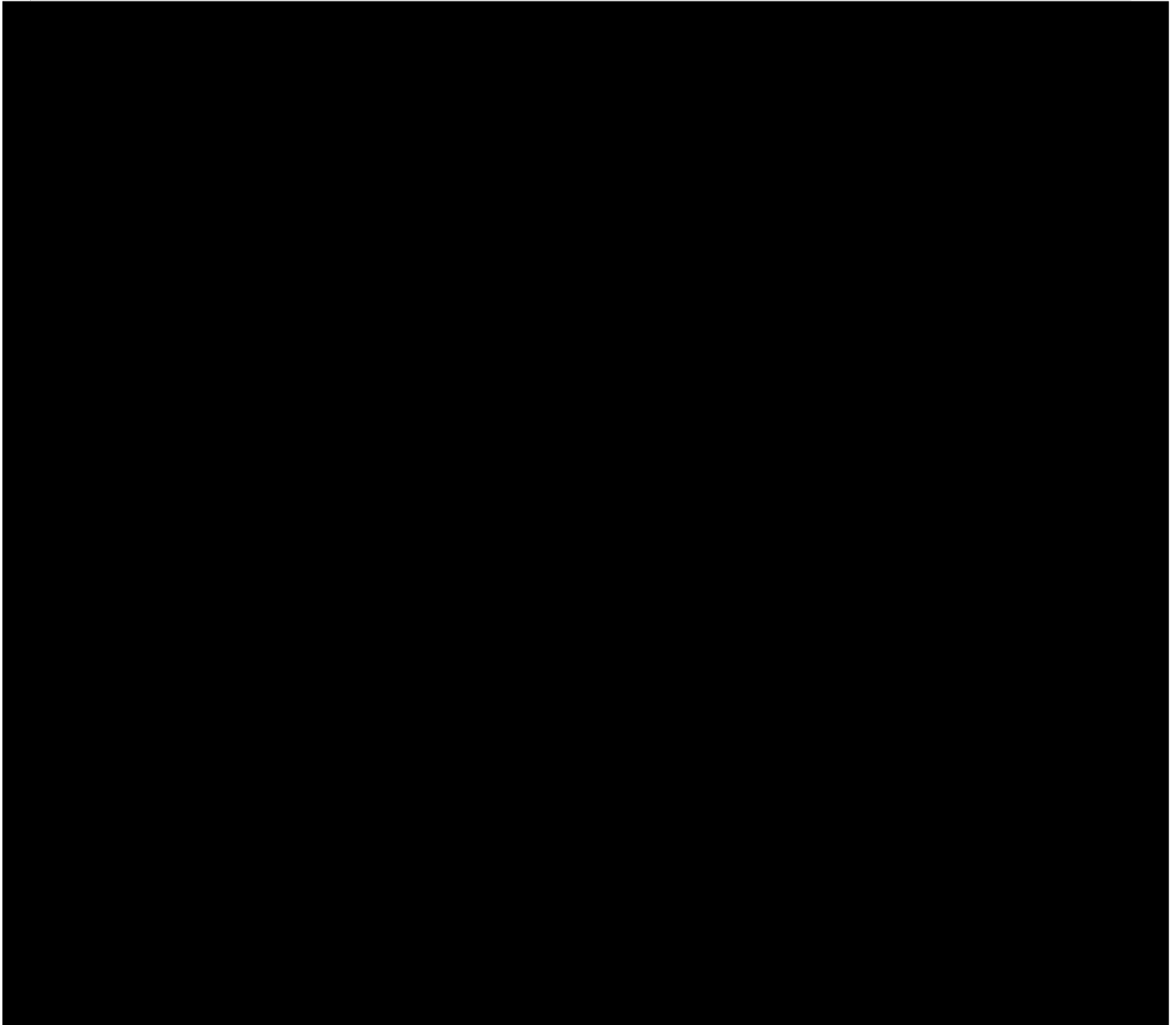
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**This Message Is From an Untrusted Sender**

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Dear Library Trustees, as a resident of Washoe County and a frequent and satisfied library user, I urge you to appoint Stacy McKenzie as interim library director. This is the most efficient way to continue the functions of the library without undue interruption. Ms. McKenzie can work with you on the upcoming 2027 library budget and be an effective liaison to the library staff and patrons. There is no need to spend additional county money – in a year where funding is uncertain at best – on outside consultants. These type of consultants are expensive. Local library decisions should be made by local people. Listen to people from Washoe County. Don't hire an expensive outside group to do your job. Cooperation with the library and county staff is the key. Thank you, Suzanne Williams 89521



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**From:** [REDACTED]  
**Sent:** Wednesday, May 21, 2025 3:35 PM  
**To:** Rodriguez, Marie L. (Board Member) <MLRodriguez@washoecounty.gov>  
**Subject:** Concern about Library Board looking at hiring outside commission to advise board and library on budgets.

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Dear Commissioner Rodriguez, at tonight's Library Board of Trustees meeting a new item on the agenda is to consider hiring an "outside consultant" to advise on the 2027 library budget. An agenda item to approve Stacy McKenzie as interim director DOES NOT appear. One outside consultant is LS&S, Library Systems and Services, a corporate group known for privatizing library services under its own direction (and profit.) Here is a quote from the Library Journal, and American Library Association publication [Residents Sue Escondido Over Library Outsourcing](#), [Library Journal](#) about a law suit over this move in Escondido California. This is from 2017:

"The coalition turned up a number of facts that gave city residents pause, including a poor performance review of the LS&S-run library system in Jackson County, OR, which included a lack of transparency about how funds were allocated and a minimal collection of Spanish-language materials. "[LS&S is] known for cutting corners, they are known for hiring minimum wage workers and not degree-certified librarians—that's one way that they save money," Ressler told *LJ*. "They also seem to take advantage of volume discounts and volume purchasing, which means that their libraries, in whatever cities they're in, regardless of the makeup of the communities, seem to have very similar collections of books. In Escondido, our community is more than 50 percent Hispanic. Yet what we've learned about other libraries that LS&S manages is that they don't have an adequate number of resources, whether it's Spanish-speaking staff or materials printed in Spanish, for those members of the community. That would be a huge disservice to our community here in Escondido."

I depend on our libraries not only for books to read but for expert help in research, access to free meeting rooms, and a variety of interesting community programs. How many of these services will be cut or reduced by a private, for-profit company? Others in our community depend on libraries for internet services, various community services, and as safe places. Perhaps most important, we need to have local, certified staff and librarians curating our county collections to be sure they serve OUR community without censorship or political influence. A one-size fits all private company is not the answer.

Thank you for your time –

Suzanne Williams

Author

Author's Guild

Member of the Year Society of Children's Book Writers and Illustrators (SCBWI)

Regional Advisor Emerita SCBWI Nevada Region

Steering Committee SCBWI Impact and Legacy Fund

Literacy advocate

Nevada Arts Council and Sierra Arts Foundation teaching Artist

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**Fw: concerns about agenda item**

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**From** Rodriguez, Marie L. (Board Member) <MLRodriguez@washoecounty.gov>

**Date** Tue 5/20/2025 10:25 PM

**To** Schubach, Siera <SSchubach@washoecounty.gov>

**Cc** Kaplan, Herbert <HKaplan@da.washoecounty.gov>

Siera,

I believe this email is meant to be a comment on agenda item 7b.

Thank you,

Trustee Rodriguez



**Marie Rodriguez**

**Board Trustee  
Washoe County Library System**

[mlrodriguez@washoecounty.gov](mailto:mlrodriguez@washoecounty.gov)

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**From:** Diane Macauley <[REDACTED]>

**Sent:** Tuesday, May 20, 2025 9:25 PM

**To:** Rodriguez, Marie L. (Board Member) <MLRodriguez@washoecounty.gov>

**Subject:** concerns about agenda item

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**This Message Is From an Untrusted Sender**

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[Report Suspicious](#)

Hi Marie,

Below are concerns raised about the role of the library board and the possibility of selecting an "expert" who might be trying to sell privatization of library service:

**National Precedents Where Privatization Failed**

Communities that reversed LS& contracts after poor outcomes:

- Santa Clarita, CA – Returned to public ops after reduced service and staff issues
- Calabasas, CA – In-house proved cheaper and more effective

- Escondido, CA – Encountered hidden costs
- Linden, NJ – Saved \$300K annually by switching back
- Fargo, ND – Terminated due to financial mismanagement
- Jackson County, OR – Restored public control after funding stabilized

These cases reveal a pattern: privatization promises savings, but often results in diminished services, rising costs, and community distrust.

#### Leadership & the Path Forward

- Washoe County doesn't need privatization, it needs leadership:
- Transition to a new Board Chair who values due process, transparency, and accountability.
- Hire a qualified Library Director who champions public service and community partnerships.
- Form a working group to engage directly with successful peer systems:
- North Las Vegas Library District – Director Forrest Lewis led a major turnaround through public trust and innovation.
- Humboldt County Library – Director Jessica Anderson improved services through strong community collaboration.

#### Final Thought

This is not the first Nevada library system to face a financial challenge—and it won't be the last. But Washoe County can lead with transparency, strategy, and community. Privatization is extreme and irreversible. Let's fix what's fixable. Let's protect what is public. Let's move forward together—not hand over our libraries to the highest bidder.

End of Public  
Comments for May 21

Washoe County Library Board of Trustees Meeting Locations  
Department and Branch Presentations tentative schedule  
Schedule 2025-2026

July 16 South Valleys Library / SO library update

August 20 Sierra View Library / Library Collection Update

September 17 Sparks Library / Marketing and Communications

October 15 Northwest Reno Library / NW Library Update

November 19 North Valleys Library / NV Library Update \*\* Stacy is out of town.

December 17 Sierra View Library / SV Library Update

January 21 Downtown Reno Library / Library Development report

February 18 Sparks Library / Sparks Library Update

March 18 Sparks Library / Youth Services and Library Events Team

April 15 Spanish Springs Library / SS Library Update

May 20 Downtown Reno Library / DT RN Library Update

June 17 Incline Village Library / Incline Village Library Update



## **Washoe County Library Holiday/Closure Schedule FY 2025/2026**

Independence Day – Friday, July 4

Labor Day – Monday, September 1

Nevada Day – Friday, October 31

Veterans Day – Tuesday, November 11

Thanksgiving – Thursday, November 27

Family Day – Friday, November 28

Staff Day – Thursday, December 11 (half day/full day depending on service models)

Christmas Eve – Wednesday, December 24 (all branches close at 4 pm)

Christmas – Thursday, December 25

New Year's Eve – Wednesday, December 31 (all branches close at 4 pm)

New Year's Day – Thursday, January 1

Martin Luther King Jr. Day – Monday, January 19

Presidents Day – Monday, February 16

Staff Day – Thursday, May 14 (half day/full day depending on service models)

Memorial Day – Monday, May 25

Juneteenth – Friday, June 19

~~Washoe County Library Board of Trustees~~The  
Board of Trustees of the  
Washoe County Library  
System (GJ) Bylaws

The Board of Trustees of the Washoe County Library System, pursuant to the authority vested by Nevada Revised Statutes 379.025, hereby establishes the following bylaws:

**I. Purpose**

The Washoe County Library Board of Trustees shall, consistent with provisions of applicable state and federal law, exercise the powers and duties granted pursuant to NRS 379.025. The Board shall endeavor to administer and manage the resources of the Washoe County Library System in a manner consistent with the public trust, the Library Mission Statement, and the Library Vision Statement. To improve the function of the Washoe County Public Library. (LM)

**II. Organization and Membership**

A. The name of the organization shall be "The Board of Trustees of the Washoe County Library System"

B. Membership:

1. The Board of Trustees will be comprised of five (5) members.
2. Trustees will be appointed by the Washoe County Board of Commissioners.
3. Trustees will meet the minimum requirements as determined by the Washoe County Board of Commissioners.
4. Trustees will be appointed to serve a 4-year term, as provided in NRS 379.020.
5. Trustees will be eligible to be appointed for no more than two full consecutive four-year terms. Any initial (DA K) appointment for the remainder of a term of less than 2 years will not count toward this limitation. In the event a Trustee's term expires, the Trustee shall continue to serve as Trustee until such time a replacement is appointed pursuant to NRS 379.020(1). ~~Notwithstanding the term limitation set forth herein, nothing in this provision shall be construed to prohibit the reappointment of a trustee for additional terms to be served after a break of one term of non-service prior to re-appointment. (DA K)~~
6. Resignation: If any Trustee resigns at any time, written notice must be provided to the Board of Trustees Chair and the Library Director. Any such resignation shall take effect at the date of receipt of such notice or at any later

date specified therein. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

7. Removal: The board of county commissioners may remove any trustee who fails, without cause, to attend three successive meetings of the trustees or who violates duties/ethics of appointed officer per NRS 281- (MR)
- C. Trustees are public officers as defined in NRS 281.005(1) and NRS 281A.160(1). Accordingly, Trustees are subject to the Ethics in Government Provisions codified in NRS 281A.010 et. seq. Trustees shall comply with the Code of Ethical Standards of NRS 281A.400 et. seq.
- D. Duties of a Trustee:
  1. Regularly attend meetings in person unless otherwise provided in these bylaws and actively participate in such meetings and actions.
  2. Review meeting materials prior to each meeting.
  3. Be attentive to the needs and concerns of library patrons, volunteers, library staff, library administration, county staff, county commissioners and the general public.
  4. Set policies governing the operation of the library system as appropriate.
  5. Hire and evaluate the job performance of the Library Director in accordance with Washoe County job description and qualifications. (MR)
  6. Work with the Director, library staff and community members, and political leaders to plan for the future of the library system.
  7. Acknowledge the annual budget for the library system, and monitor expenditures.
  8. Monitor and evaluate library effectiveness. ~~and~~
  9. Advocate for the Washoe County Library System within the community and political organizations, as appropriate.

### III. Officers

#### A. Chair

1. Selection.
  - a. The Chair will be elected by a majority vote of the Board of Trustees who are present at the meeting.
  - b. The term will be for one-year at the pleasure of the Board of Trustees.
  - c. Elections shall be held at the regular Board of Trustees meeting each June.
2. Duties. The chair shall:
  - a. Preside at all meetings of the Board of Trustees.
  - b. Execute all documents and actions authorized by the Board of

Trustees.

- c. Call special meetings as warranted.
- d. Appoint committees if necessary.
- e. Serve as an ex-officio non-voting member of all committees.
- ~~e.f. Will speak on behalf of the board only on topics that have been approved by the board in an open meeting. (MR)~~
- ~~f.g. Work with the Library Director and staff;~~
- ~~g.h. Review agendas and assist in scheduling meetings;~~
- ~~h.i. Add or remove items on each meeting agenda;~~
- ~~i.j. Draft correspondence as directed by the Board of Trustees; and~~
- ~~k. Perform all duties associated with the office.~~
- ~~j.l. Review monthly bills to be paid. (LM)~~

B. Vice-Chair

1. Selection

- a. The Vice-Chair will be elected by a majority vote of the Board of Trustees who are present at the meeting.
- b. The term will be for one year, at the pleasure of the Board of Trustees.
- c. Elections shall be held at the regular Board of Trustees meeting each June.
- d. In the event the Vice-Chair must assume the duties of Chair for the one-year term because the Chair is no longer able to serve in that capacity, an election for a new Vice-Chair will be held at the next meeting following the succession.

2. Duties. The Vice-Chair shall:

- a. In the event of the absence or disability of the Chair, or of a vacancy in the office, the Vice-Chair shall assume and perform all duties associated with that office. In the event of an absence or short-term disability of the Chair, the Vice-Chair shall assume the duties of the Chair for the period of his/her absence or disability. In the event the Chair is permanently vacated, the Vice-Chair shall assume the office of the Chair for the remainder of the vacated term.

IV. Meetings

- A. Regular meetings: The Board of Trustees will normally meet monthly, on the third Wednesday of each month. The time of the meetings will be set at the discretion of the Chair of the Board of trustees. The Chair shall have the authority to cancel a regularly scheduled meeting in the event it is determined, after consultation with the Library Director, who agrees (MR) that there is insufficient business to come before

the Board or that other good cause exists to cancel the meeting.

- B. Meeting locations: When possible, the Board of Trustees will normally hold regular meetings on a rotational basis at Washoe County Library locations. A calendar of possible meeting locations will be provided annually to the Board of Trustees. Meetings may be held virtually at the Chair's discretion pursuant to the requirements of NRS Chapter 241.
- C. Nevada Open Meeting Law: All meetings of the Board are subject to the provisions of state and federal open meeting laws and shall be conducted in accordance with the applicable laws. The Library Director shall be responsible for ensuring the proper public notice is made for each meeting of the Board. Trustees ~~should endeavor to will~~ (MR) refrain from discussing agenda items or actions by the Board outside of public meetings in groups, including phone tree calls or multiple individual meetings, (MR) that may constitute a quorum.

- D. Agendas: The Director and Chair shall ensure the preparation of the agenda for each Board meeting and the compliance with the applicable open meetings laws as set forth in NRS Chapter 241. An item may be placed on the agenda at the request of any Trustee or by written request by any individual to the Director and Chair 15 days prior to the scheduled meeting.

- ~~D.E.~~ All e-mail correspondence pertaining to library and/or LBOT business shall be via trustee assigned Washoe County e-mail. Messages may also be sent via Washoe County Outlook Teams. (MR)

- ~~E.F.~~ Pertinent Materials: The Director shall ensure that notices and supporting materials pertinent to any agenda item for any Board meeting shall be made available to Trustees, Board legal counsel, and the public in accordance with the requirements set forth in the applicable open meeting laws (NRS Chapter 241).

- ~~F.G.~~ Quorum: A simple majority of the membership of the Board of Trustees must be present to have a quorum. If a vacancy occurs in the membership of the Board, the necessary quorum and number of votes necessary to take action on a matter is reduced as though the voting membership does not include the vacancy. An affirmative vote of three trustees is required on any action items on the agenda for said action to be of any legal effect, regardless of the number of trustees present at the meeting

- ~~H.~~ The Director, or ~~his~~ their duly appointed representative, shall attend each meeting of

the Board.

1. The Director shall have sole charge of the administration of the Library under the policies and with the review of the Board of Trustees (LM)
2. The Director shall be held responsible for the procedures established to enforce the policies established by the Board for the operation of the Library. Among the duties and responsibilities of the Director shall be: (LM)
  - 1) Selection of library materials and equipment for use by the public.
  - 2) Recruitment, training, assignments, and dismissal of members of the library staff in accordance with the library's Personnel Rules and Regulations. (LM)
  - 3) Informing the Board continually and completely regarding the finances, public services, physical plant, personnel, collection, and other developments, changes, and problems of the Library. (LM)
  - 4) Attendance at all meetings of the Board of Trustees except:
    - a) Those where the professional competence of the Director, and the Director's salary are to be discussed in accordance with NRS.OPL, Official Meeting Open to the Public. (LM)
    - b) Those held when the Director is physically unable to attend due to illness. (LM)
    - ~~c) Those where the Board of Trustees has granted special leave. (LM)~~

H.I. Special meetings: Special meetings of the Board of Trustees may be called by the Chair or upon the written request of any two Trustees.

H.J. Order of Business: To the extent possible, and at the discretion of the Chair, (DA K) the order of business at any regularly scheduled meeting of the Board shall be:

Salute to the Flag

(DA K)

Call to order

Roll call

Public comment

Review/approval of minutes

~~Old business~~

New business

Presentations

Reports

Public comment



(DA K)

Board comment

Staff Announcements Adjournment

~~J.K.~~ Where consistent with state law, and not otherwise provided in these Rules of Procedure, the Washoe County Library Board of Trustees may refer to the principles of the most recent edition of Robert's Rules of Order for guidance in conducting its meetings.

L. Committees: Committees shall be created ~~as needed (MR)~~ by the Chair as needed and (MR), shall have a specific purpose, shall report regularly as to progress in completing their charge, ~~shall be subject to annual review as needed (LM)~~, and shall automatically dissolve upon the completion of their charge. Any subcommittee or working group of at least 2 people appointed pursuant to this section shall be subject to the Open Meeting Law pursuant to NRS 241.015(5)(d) if the subcommittee is comprised of members of the Library Board or staff members of the Library, OR the subcommittee or working group is authorized by the public body to make a recommendation to the public body for the public body to take any action. (DA K)

1. Committees are extensions of the Board and are always responsible to the full Board. (LM)
2. Committees study issues by the full Board and can make recommendations to the full Board about the assigned issue. (LM)
3. Members may be selected from people outside the Board so that additional expertise can be utilized. (LM)
- ~~K.4.~~ Committees shall make regular reports to the Board. (LM)

L.M. Annual Bylaws Review: The Bylaws herein can be revised as needed by a majority vote of the Board of Trustees. Any proposed revisions must be placed on an agenda and addressed in a public meeting in accordance with the Nevada Open Meeting Law. The Bylaws shall be reviewed and approved at least once every calendar year.

DATED this ~~22<sup>nd</sup> of May 2024~~

These bylaws were presented to the Board on ~~May 22, 2024~~ June 18<sup>th</sup>, 2024, and ~~(were adopted.)~~

~~Gianna Jacks, Chair~~ Ann Silver, Chair