



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

TRUSTEE MEETING DATE: October 15, 2025

DATE: October 12, 2025

TO: Library Board of Trustees

FROM: Dave Solaro, Assistant County Manager

SUBJECT: Discussion between the Library Board of Trustees and the Office of the County Manager outlining the budget needed for staff to operate the locations, times, and days of the Library system for fiscal year 2027 (July 1, 2026 – June 30, 2027) as identified by the Board at the meeting held October 1, 2025 and possible direction to the Office of the County Manager staff related to Budget needs for the Washoe County Library System. [For Possible Action]

SUMMARY

The Washoe County Board of Commissioners (BCC) has asked the Washoe County Library Board of Trustees (LBOT) to review operational strategies of the library system and provide a recommended fiscal year (FY) 27 (July 1, 2026 – June 30, 2027) operating budget.

This item is intended to be a discussion between the Office of the County Manager and the LBOT to review library budgets created utilizing input from the Trustees over the past month as well as input received from our library branch managers for operating locations, days, and hours for each of the 12 branch locations for a proposed budget to be presented to the Board of County Commissioners in November of 2025.

PREVIOUS ACTION

At the Special Meeting of the Board of Trustees on October 1, 2025, the Trustees provided direction to the Office of the County Manager to provide actual budget numbers to the proposed Option A Staff Option, and Hybrid library schedules to be presented to the Trustees at the regular meeting of October 15, 2025.

At the September 17, 2025 Board of Trustees meeting, the Trustees provided direction to the Office of the County Manager to begin creation of staffing models around a proposed schedule identified as Option A, with the direction to discuss impacts with Branch

AGENDA ITEM # _____

Mangers and provide the staff model for further discussion at a special meeting to be held October 1, 2025.

At the August 20, 2025 Board of Trustee meeting, the Trustees provided direction to the Office of the County Manager to hold a special meeting on October, 1, 2025 as well as committed to provide information individually to the Assistant County Manager for compilation of options to the Trustees at the September 17, 2025 meeting.

Various budget discussions have occurred over the past 12 months regarding the library budget.

BACKGROUND

During the Washoe County Board of Commission (BCC) Fiscal Year 26 budget cycle the BCC requested that the Washoe County Library work to define the library services necessary for our community given the discussions throughout the community on the current use of our libraries. The review of services provided to the community through the library system is an important step in determining what funding is necessary and sustainable for the future.

The 2022-2025 Library Strategic plan outlines the **mission:** to connect people with information, ideas, and experiences to support an engaged community, one person at a time, with the **vision:** that all Washoe County residents benefit from the library's support of literacy and self-education.

The 2022 – 2025 Strategic plan should be the baseline for decisions related to the current service levels and the beginning point for the next five-year plan. It is anticipated that the new library director will update the strategic plan process crafted around the service levels set by the LBOT for the FY 27 timeframe.

The LBOT sets the number of locations and hours of operation through policy direction. At the October 1, 2025, meeting the Trustees provided direction to provide pricing to two staffing models labeled Staff Proposed Option and Hybrid Option below.

Staff Proposed Option									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week	vs. exist.
Downtown	10 to 5	9 to 5	9 to 5	9 to 7	9 to 5	9 to 5	10 to 5	56	14
Duncan/Trainer	closed	closed	closed	book	closed	closed	closed	2	-10.5
Gerlach	closed	closed	closed	5 to 7	closed	closed	closed	2	0
Incline	closed	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	10 to 4	47	0
North Valleys	vending	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	47	0
Northwest	9:30 to 4:30	10 to 5:30	9:30 to 6:30	9:30 to 8	9:30 to 6:30	10 to 5:30	9:30 to 4:30	57.5	4.5
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	closed	closed	9 to 6	9 to 7	9 to 7	9 to 6	9 to 4	45	-2
South Valleys	10 to 5	10 to 7	10 to 7	10 to 7	10 to 7	10 to 7	10 to 5	59	4
Spanish Springs	10 to 5	10 to 6	10 to 7	10 to 7	10 to 6	10 to 6	10 to 5	56	8
Sparks	10 to 4	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	53	0
Verdi	closed	closed	3 to 6	closed	3 to 6	closed	closed	6	-3.5
								450.5	14.5

Hybrid Option									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per	vs. exist.
Downtown	10 to 5	9 to 5	9 to 5	9 to 7	9 to 5	9 to 5	closed	49	7
Duncan/Trainer	closed	closed	closed	book	closed	closed	closed	2	-10.5
Gerlach	closed	closed	closed	5 to 7	closed	closed	closed	2	0
Incline	closed	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	10 to 4	47	0
North Valleys	vending	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	47	0
Northwest	9:30 to 4:30	10 to 5:30	9:30 to 6:30	9:30 to 7	9:30 to 6:30	10 to 5:30	9:30 to 4:30	56.5	3.5
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	closed	closed	9 to 6	9 to 7	9 to 7	9 to 6	9 to 4	45	-2
South Valleys	10 to 5	10 to 7	10 to 7	10 to 7	10 to 7	10 to 7	10 to 5	59	4
Spanish Springs	10 to 5	10 to 6	10 to 7	10 to 7	10 to 6	10 to 6	closed	49	1
Sparks	10 to 4	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	53	0
Verdi	closed	closed	3 to 6	closed	3 to 6	closed	closed	6	-3.5
								435.5	-0.5

The Staff Proposed Option above was based on the input from the branch managers to create an efficient schedule using guidance provided by the Trustees which included:

- Providing programs that are most impactful and in the correct locations for the community.
- Offering more hours after traditional work hours (8am to 5pm Monday -Friday) to ensure those working traditional hours have access.
- Not every branch needs to offer the same level of service.

The Hybrid option was created by combining the October 1, 2025, proposed Option A, the current library schedule and the Staff Proposed Option.

Utilizing the actual staff costs per branch projected forward to FY 27 costs, the personnel costs can be determined for the current schedule as a comparison to the Staff Proposed Option and Hybrid Option in the table labeled Branch Specific Costs below.

Branch Specific Costs					
Branch	Current Cost	Staff Option A	Hybrid Option	Staff Option A vs. Current	Hybrid vs. Current
Downtown Reno	\$ 1,259,700	\$ 2,284,912	\$ 1,606,973	\$ 1,025,212	\$ 347,274
Incline Village	\$ 870,655	\$ 1,082,433	\$ 966,268	\$ 211,778	\$ 95,613
North Valleys	\$ 1,316,206	\$ 1,459,032	\$ 1,620,996	\$ 142,826	\$ 304,790
Northwest	\$ 1,725,888	\$ 1,746,140	\$ 1,746,140	\$ 20,252	\$ 20,252
Sierra View	\$ 1,511,846	\$ 1,375,460	\$ 1,375,460	\$ (136,386)	\$ (136,386)
South Valley	\$ 1,653,181	\$ 2,110,921	\$ 1,742,019	\$ 457,740	\$ 88,838
Spanish Springs	\$ 1,553,448	\$ 1,873,090	\$ 1,873,090	\$ 319,643	\$ 319,643
Sparks	\$ 1,538,060	\$ 1,558,280	\$ 1,558,280	\$ 20,221	\$ 20,221
total	\$ 11,428,984	\$ 13,490,268	\$ 12,489,227	\$ 2,061,285	\$ 1,060,243

The amounts used for the current cost allocation in the table utilizes the current number of full time equivalent (FTE) staff; however, the cost of those staff members are escalated to FY27 known increases per the bargaining agreements. This was done so the comparison columns were comparing like cost allocations. As can be seen the staff costs per library branch for the two options studied are more than the current cost, which equates to an increase in personnel as discussed during the October 1, 2025 meeting. These costs should be considered magnitude costs and not exact figures as there are still unknown costs that the budget team will work to secure as the budget creation season continues.

In addition to the per branch personnel costs listed there are additional costs to run the entire library system. From the administration group that implements the Board policy system wide to the online resources, youth services, public information and development, and ensuring the technology is sufficient for our services. In addition to pure administrative costs there are also services and supplies costs which include printing of the popular Explorer and costs for our vehicles and building related costs. The final cost is the cost of our current collections. As was directed at the September 17, 2025, meeting the goal is 10% of our operating expenditure to be spent on the current titles. For the two options projected to FY 27 these additional costs are outlined below.

Administration, Services and Supplies, Current Titles		
	Staff Option A	Hybrid Option
Administrative	\$ 3,551,582	\$ 3,551,582
Service/Supplies	\$ 1,606,960	\$ 1,606,960
Current Titles	\$ 1,864,881	\$ 1,764,777
Total	\$ 7,023,423	\$ 6,923,319

A comparison to current budget is not provided as the only difference between the costs when utilizing FY27 costs as outlined earlier in the staff report is in the current titles based on the variation between additional staffing needs for Staff Option A and Hybrid Option to get to a 10% spending on current titles.

As discussed at the meeting on October 1, 2025, Assistant County Manager Solaro provided an opinion that the upcoming fiscal year budget message may be one that did not include additional staff for any department across the county. While the Board of County Commissioners has not had an opportunity to affirm this, based on the probability that there will not be funding across the county budget for additional staff, Assistant Manager Solaro requested a staff driven option to hold the staffing levels per branch the same. In other words, based on all discussion over the past three Library Board of Trustees meetings, what would each branch manager propose as the ideal operating schedule for their branch that does not include any additional personnel. The schedule below labeled Ideal Schedule with Current Allocations is the result.

Ideal schedule with current allocations									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week	vs. exist.
Downtown	Closed	9 to 5	9 to 5	9 to 5	9 to 5	9 to 5	Closed	40	-2
Duncan/Trainer	Closed	Closed	Closed	2:30-6	Closed	3-6	Closed	6.5	-6
Gerlach	Closed	Closed	Closed	5-7	Closed	Closed	Closed	2	0
Incline	Vending	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	Vending	41	-6
North Valleys	Vending	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	47	0
Northwest	9:30-4:30	11:30-4:30	9:30-6	9:30-7	9:30-6	11:30-4:30	9:30-4:30	53.5	0.5
Senior Center	closed	10-1	10-1	10-1	10-1	10-1	closed	15	-5
Sierra View	Closed	9-4	9-6	9-6	9-7	9-6	9-4	51	4
South Valleys	10-5	10-6	10-6	10-7	10-6	10-6	10-5	55	0
Spanish Springs	10 to 5	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	closed	48	0
Sparks	10-4	10-6	10-6	10-7	10-6	10-6	10-4	53	0
Verdi	Closed	Closed	3-6	Closed	3-6	Closed	Closed	6	-3.5
								418.00	

The personnel costs associated with this ideal schedule would be the same as current budget. While this schedule decreases the overall open hours of the entire system it allows for continued refinement of hours when services are used by our citizens. This schedule recognizes the input received from the community by adjusting time for our partnership libraries to continue to be staffed by our professional library personnel.

Through this process it is apparent that in order to provide expansion of days or times an expansion of staff is necessary. With this information it again provides insight that our professional library staff are providing the services our community is requesting, and doing it efficiently for the amount of hours and number of locations we provide.

FISCAL IMPACT

As provided in this staff report and in past presentations to the Library Board of Trustees the fiscal impact of the work done to date is summarized within this section utilizing magnitude (rounded to the nearest \$1,000) rather than exact figures due to the uncertainties still outside the control of the budget division at this time.

Fiscal Year 26 base budget is approximately \$17,612,000 which includes personnel, overhead, services and supplies, and a current titles budget. As the majority of the costs associated with the library budget are personnel related for the services that are provided across 12 separate branches the Library Board of Trustees initially focused on the policy direction related to which branches would be open when and for how long. Many iterations of library locations, days, and hours of service were created that generally followed the direction of the Trustees to:

- Providing programs that are most impactful and in the correct locations for the community.
- Offering more hours after traditional work hours (8am to 5pm Monday -Friday) to ensure those working traditional hours have access.
- Not every branch needs to offer the same level of service.

It is important to understand that the Trustees also provided direction that the library system should not just be about providing a location to check out books, but to continue to offer programs within our libraries that provide value to the distinct neighborhoods where the programs are provided. This will mean that not all libraries provide the same programs. In the course of determining costing for the libraries based on providing programming vs. not providing programming it was identified that in order to provide any programming there is a need for staff who are available to do many things in the library but also focus on the programming. In other words to offer programming in the library it does not matter what the programming is, it requires additional staff.

The following table outlines the impact of three distinct schedules and the cost of the schedule as outlined in this report for the Library Board to understand the impacts to library schedules.

Option Costs			
	Current Cost	Staff Option A	Hybrid Option
Branch Cost	\$ 11,429,000	\$ 13,490,000	\$ 12,489,000
Administrative Cost	\$ 3,552,000	\$ 3,552,000	\$ 3,552,000
Services/Supplies	\$ 1,607,000	\$ 1,607,000	\$ 1,607,000
Current Titles	\$ 1,360,000	\$ 1,865,000	\$ 1,765,000
Total*	\$ 17,948,000	\$ 20,514,000	\$ 19,413,000

*the total cost of the current cost in this table includes FY27 personnel costs

The fiscal impact of the staff recommendation would be a FY27 budget equal to a base budget from FY26 to FY27 with appropriate base adjustments necessary for contractual obligations. In addition an above base request for increasing the current titles budget to the board policy of 10% of the expenditures would be an above base request of approximately \$299,000.

RECOMMENDATION

It is recommended by staff that the Library Board of Trustees request a base budget for the Library system for fiscal year 2027 (July 1, 2026 – June 30, 2027) from the Board of County Commissioners that would be based on the current fiscal year 2026 budget adjusted as appropriate to account for contractual obligations and implement in FY 27 the Ideal Schedule with Current Allocations as the schedule for the library system. Based on direction of the Trustees it is also recommended that an above request be processed through the budget cycle separate from the request for the base budget to account for 10% of the final expenditures to be used for the current titles (collection budget).

POSSIBLE MOTION

Should the Trustees agree with the staff's recommendation, a possible motion would be: "Move to request a base budget for the Library system for fiscal year 2027 (July 1, 2026 – June 30, 2027) from the Board of County Commissioners that would be based on the current fiscal year 2026 budget adjusted as appropriate to account for contractual obligations and implement in FY 27 the Ideal Schedule with Current Allocations as the schedule for the library system and for the library system to submit an above request separate from the request for the base budget to account for 10% of the final expenditures to be used for the current titles (collection budget)."



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

WEDNESDAY, October 1st, 2025

5:30 P.M.

DOWNTOWN RENO LIBRARY 301 S. Center St, Reno NV 89501

Library Trustees:

Ann Silver, Chair

Lea Moser, Vice Chair

Gianna Jacks, Trustee

Tami Ruf, Trustee

Marie Rodriguez, Trustee

0) Salute to the Flag led by Trustee Ruf.

1) Roll Call [Non-Action Item]

- Present: Chair Silver, Trustee Rodriguez, Trustee Ruf, Trustee Jacks.
- Vice Chair Moser arrived at 5:39pm.

2) Public Comment –Three Minute Time Limit Per Person [Non-Action Item]

- Janet Butcher: Questioned the freeze on 20 librarian positions and the necessity of the Assistant Library Director role. Criticized the use of AI in McKenzie’s previous budget presentation and submitted her own research for the record.
- Dee Ann Radcliffe: Opposed replacing the Verdi Library with a bookmobile. Emphasized the library’s community value and history.
- Heather Cook: Verdi Elementary librarian. Advocated for maintaining public hours at Verdi Community Library. Shared stories of student impact and community growth. Noted that Verdi is a growing community and needs at least one afternoon of open hours.
- Matthia Klatt: Urged the board to keep Verdi Library open. Emphasized libraries’ role in democracy and public health.
- Gideon Caplovitz: Verdi resident. Highlighted the library’s unique features such as its partnership with Nevada Wildlife and its housing of public documents. Offered to volunteer or donate to keep it open.
- Ryan Cook: Verdi resident. Cited population growth in Verdi and the need for expanded library services.
- Anushka Kesavaly: Categorized Verdi as a rural library. Advocated for expanded hours at Verdi Library to ensure equitable access to educational resources.
- Carlos Torres: Yale graduate. Recalled childhood spent at the Carson library and credited libraries for his academic success. Called for 24/7 library funding.
- Amy Pulver: Thanked library and county manager staff for their work. Requested clarification on staffing numbers and an update on the Library Director search.
- Cate Salim: Expressed gratitude to Verdi residents for attending. Advocated for Gerlach Library and full-service models. Opposed “books-only” option. Highlighted the library’s impact on teens and families.

- Kate Barnickl: Shared personal use of library services. Urged the board to fully fund the library and warned against limited hours and sparse shelves.
- Nicol Herris: Highlighted a magazine for senior citizens. Proposed senior volunteer programs to support libraries.
- Eileen Ecklund: Urged the board to support a full-service model. Emphasized the importance of library programs and staff input.
- Tara de Queiroz: Presented funding comparisons showing how Washoe County Library is underfunded nationally and statewide. Urged the board to consider the thriving communities budget McKenzie shared in July.
- Fred Aboud: Verdi parent. Questioned why there wasn't funding to staff the Verdi library for 9.5 hours. Urged the County to improve budget management.
- Genie Montblanc: Emphasized Verdi Library's role in combating social isolation and providing essential services. Noted that the library holds an essential natural history exhibit and is one of the only public meeting spaces in town.
- Caleb Stroup: Verdi parent. Emphasized the importance of the library for her daughter. Called for expanded hours.
- Sandee Tibbett: Showed support for staff input and the full-service staffing model. Proposed reallocating hours and creating a floating staff pool to fill positions.
- Drew Ribar: Raised First Amendment concerns. Claimed viewpoint discrimination and threatened legal action.
 - Chair Silver repeatedly tried to get Ribar to address the board and not those in attendance.
- Julia Murphy: Verdi parent. Shared personal stories of library impact on her children. Noted the expansion of Verdi and necessity of the library.
- Madison Calvert: Verdi parent. Noted the limited childcare options in Verdi and how the library supports her family. Offered to fundraise to keep it open.
- Michelle Murphy: Shared how the library supported her during a tough time. Shared that she is now pursuing a MILS degree thanks to the librarians she met. Advocated for continued access to the Verdi library and offered to volunteer to keep it open.

- Ryan Stark: Shared his long history with the library and the impact on his children. Noted the importance of expanded hours and urged the board to support a full budget.
- Brooke Brumfield: Verdi parent. Offered to organize fundraising and volunteer support. Created website to advocate for the Verdi library.
- Emma Pineda Fortin: Verdi parent. Highlighted the library's role in raising a bicultural child and promoting diversity.
- Vida Gomez: Criticized those who opposed WC-1. Urged the board to maintain staff and branch access.
- December Cuccaro: Echoed Verdi residents' concerns. Spoke on the importance of early literacy and library access for working-class families.
- Brody Hawkins: Verdi student. Shared personal experiences and urged the board to preserve the library for future students.
- Ilya Arbatman: Called for transparency and accountability from trustees. Urged board members to advocate for increased funding at the BCC meetings.

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

- Trustee Ruf expressed appreciation for public input, especially from Verdi. Assured attendees that she is committed to working toward maintaining Verdi's after-school hours and keeping all branches open.
- Trustee Rodriguez requested that branch presentations be on future agendas.
- Chair Silver requested that community members not blame the board for WC1's failure. Expressed her appreciation for staff input and emphasized how often trustees visit library branches. Expressed preference that library technology does not replace staff-patron interactions. Noted that some programs may need to be paused. Shared that the board will look at new ways of generating revenue for the library and are committed to working with library staff. Clarified they had no intention of closing the Verdi library.
- Vice Chair Moser emphasized that community partnerships are needed and suggested future meetings between the library board and school board. Questioned the length of time it takes to receive information from the County. Supported Verdi residents' desire to support their library.
- Chair Silver clarified that branch presentations will resume once the budget discussions are concluded.

4) Approval of Meeting Minutes

- Approval of Minutes from the Library Board meeting on September 17, 2025 [For Possible Action].
 - Trustee Jacks requested the minutes be amended to include her absent comments.
 - On motion by Trustee Ruf, seconded by Vice Chair Moser, which motion duly carried on a 4-1 vote with Trustee Jacks voting no, the meeting minutes from Sept 17, 2025 were approved with amendments.

5) New Business

a) Washoe County Budget Report by CFO Abbe Yacoben to include a refresher on the General Fund and Expansion Fund purposes and balances and required accounting and reporting per the Nevada Revised Statutes and accounting standards. [For Discussion Only]

- Yacoben shared her presentation from the May 7th library board meeting and reviewed information regarding the general and expansion funds.
- Noted that the expansion fund expired June 30th, 2025 with a balance of approximately 3.5 million.
- Chair Silver asked if the expansion fund must be used for its original purpose. Yacoben confirmed. She also noted that it must be used before the general fund, followed by the funding in abeyance. Chair Silver emphasized that the library is fully funded this year. Yacoben confirmed. Chair Silver asked if Yacoben could clarify why they were informed that the library would close if WC1 did not pass. Yacoben said she was unsure but that she was looking forward to the board exploring the possible funding models. Yacoben noted that if the expansion funds aren't fully used by June 30th, 2026, she would have to go back to the taxation board and see if the funds could be carried forward.
- Trustee Ruf questioned why the employee salaries from the expansion fund had not been moved to the general fund. Yacoben said she was unsure but that money will be required one way or another in order to avoid lay-offs. Trustee Ruf asked if the budget they decide will be the new baseline budget. Yacoben confirmed.
- Trustee Rodriguez requested clarification regarding the BCC meeting dates. Yacoben noted that she listed Oct 31st as a placeholder and frame of reference for when the board needs to decide on a final budget.

b) Discussion between the Library Board of Trustees and the Office of the County Manager to review staffing models outlining the needed staff to operate the locations, times, and days of the Library system for fiscal year 2027 (July 1, 2026 – June 30, 2027) as identified by the Board at the meeting held September 17, 2025 and possible direction to the Office of the County Manager staff related to Budget needs for the Washoe County Library System. [For Possible Action]

- Solaro presented multiple staffing models:

- Option A (Full Service) – Not affordable with current staffing due to necessity of multiple shifts.
- Option A (Books Only) – Reduces services, not preferred.
- Staff Proposed Option – Based on branch manager input.
- Hybrid Option – Based on staff input and board requests. Balances expanded hours with current staffing.
- Option C (Updated) – Closest to current hours, updated version of Option C presented at the September 17th meeting.
- Chair Silver clarified that the options aren't set in stone and that anything approved can still be changed. Solaro confirmed. Chair Silver noted that it was unfortunate that the media reported that the Verdi library would close. Solaro emphasized that funding is tight and based on current economic times it's unlikely the library will receive more than what it currently has, which includes budget and staffing numbers.
- Solaro answered questions that were raised during the previous meeting; staff are due a 30-minute unpaid lunch, self-check requires staff assistance and is a capital investment, and the construction of additional library branches was during 2009-2012.
- Solaro thanked library staff for working through staffing models. He emphasized staff efficiency and how they provide the right programs for their communities based on the budget that they are provided.
- Chair Silver requested more communication with the BCC and asked Solaro's opinion regarding their preferences for approving a budget. Solaro was unsure of the BCC's viewpoint and emphasized that the BCC will consider the library budget as they do all other proposed budgets for the County.
- Chair Silver shared her preference to work backwards from a maximum budget to figure out what services will be feasible. Solaro clarified that the hybrid option is based on the current library budget of approximately 16 million and is close to the current library hours. Chair Silver reiterated her desire to see a total amount possible and figure out a model from there. Solaro stated that he will price out any model that the board chooses.
- Trustee Ruf asked if the Verdi library open hours could be shifted based on public comment. Solaro replied that they could be changed but that shifting hours could create other staffing issues due to the Verdi library being staffed by Northwest Reno branch employees. It is easier for them to staff on Tuesdays, Wednesdays, and/or Thursdays.
- Trustee Ruf emphasized her support for a full-service library and opposition to the "books only" option.
- Solaro reiterated the possibility of partnering with other Washoe County agencies to help staff the non-full-service libraries like Gerlach and Senior Center.
- Trustee Rodriguez emphasized the importance of Verdi's public comment and the board's job to protect access to free information and library spaces. Stated that she doesn't want to see programs cut or doors close.

- Chair Silver suggested taking one hour off Incline Village's evening hours, finding volunteers to staff Senior Center, and giving saved hours to Verdi. Supported the hybrid option.
- Solaro appreciated the board's feedback and shared the possibility of creating a designated team that participates in programming across branches, instead of having branch staff conduct programming. Reminded the board that any shifts need to be thoughtful and have the WCEA contract and possible ramifications in mind. Further reminded the board of the upcoming budget deadline and that a future director will be able to sort out programming needs.
- Chair Silver proposed additional meetings to look at ways to amend the hours. Trustee Rodriguez suggested the board listen to the staff and choose their proposed option. Solaro stated that they can't afford the staff created option but that he suspects that option c and the hybrid option are the most fiscally possible.
- Trustee Rodriguez proposed a motion to approve the hybrid option. Solaro suggested waiting on a vote so that the public doesn't believe it is set in stone.
- Vice Chair Moser asked about development projects and if Solaro knew where the community would expand. Solaro replied that he sees where residential housing is expanding but most new subdivisions have been approved for decades and still haven't been built. Seeing what is approved may not be helpful. Mentioned the 2015 facilities master plan that targeted North Valleys due to growth but still was unable to fund a new library due to other needs.
- Vice Chair Moser asked if developers earmark funds to contribute to the community they are developing. Solaro replied in the negative. There is a construction tax that goes towards parks but not libraries.
- Vice Chair Moser urged the board to challenge the BCC into reconsidering how they take developments and consider communities. Shared her support for the hybrid option.
- Chair Silver agreed and asked Solaro to price out the options given. Asked about the deadline. Solaro stated that the board will need to present a budget to the BCC at the November meeting.
- Trustee Ruf pointed out that the differences between the staff option and hybrid option are minimal.
- Vice Chair Moser suggested they provide both options to the BCC and let them decide.
- Trustee Jacks asked if the other data the board provided was going to be discussed. Shared how she would like the options reorganized for better understanding of which libraries have partnerships. Stated that on a visit to the Senior Center it was shared with her that they desire more hours.
- Chair Silver showed appreciation for Vice Chair Moser's idea. Stated that staffing is only part of the budget and other aspects need to be discussed. Solaro clarified that staffing is the largest portion of the budget. Chair Silver requested more

meetings be scheduled to look at programming and efficiencies and cost evaluations. Vice Chair Moser agreed.

- Solaro stated he will have costing for the hybrid and staff option at the Oct 15th meeting.
- Chair Silver asked if they have one shot at presenting the budget to the BCC or if an appeal will be available. Solaro was unsure. He shared that he believes the BCC will appreciate the board's efforts. He reiterated that he will use his notes from this meeting and return on Oct 15th with pricing options.
- Chair Silver suggested there is no need for an Assistant Director and that managers could oversee more than one branch. Emphasized the need to look at the library like a business to meet everyone's needs.
- Trustee Ruf shared her appreciation for Solaro's use of "we" when speaking about the library. Asked how many hours the libraries are open currently. Solaro replied it is about 425 hours. Trustee Ruf thanked staff for their input.
- Vice Chair Moser emphasized the praise Solaro shared with her regarding staff's self-sufficiency. Thanked staff for their hard work.

c) Staffing report for current fiscal year 2026 and overview of upcoming necessary library closure dates for October and November of 2025. [For Discussion Only]

- Solaro shared that HR was holding two internal promotional only recruitments to help fill lead positions in the system. These open positions are at the Sparks, Incline Village, Sierra View, and North Valleys branches. The net FTE will not change but it will allow for more staffing flexibility. Due to 20 unfilled positions, some branches, particularly Incline Village, will close on select Saturdays.
- Solaro shared his appreciation for library staff and their ongoing efforts to keep the libraries running on limited resources. Noted that Senior Center, Duncan/Traner, and Verdi will be closed the day before Thanksgiving so staff can keep their home branches open. Shared he will be informing the BCC of these closures at their next board briefing.
- Chair Silver asked if staff receive a bonus for working at Incline Village. Solaro confirmed that they receive a stipend. Chair Silver asked if the open position will be available for Incline Village residents. Solaro noted that staffing is based on merit and not location.

6) Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Drew Ribar: Reiterated First Amendment concerns.
- Cate Salim: Defended the need for an Assistant Library Director and read from the job description.

7) Staff Announcements [Non-Action Item]

- Sparks Library Branch Manager Kerry Stendell shared a story about a patron who called the library his “favorite place” and highlighted the library’s positive community impact.

8) Adjournment

- Chair Silver adjourned the meeting at 8:44pm.

Library Board of Trustees supplemental material for item 5c October 1, 2025

Staffing report for current fiscal year 2026 and overview of upcoming necessary library closure dates for October and November 2025.

To minimize the single branch closures due to not filling currently open positions until the Fiscal Year 2027 budget recommendation can be presented to the Board of County Commissioners staff has been authorized to offer overtime pay for known needed staffing. Additionally, an internal promotional recruitment is underway for four vacant supervisory/lead positions. The recruitment is for Librarian and Library Assistant III positions and closes on October 6, 2025.

The chart below shows the affected library branches and dates from October 11 to December 1, 2025.

Branch	Date Closed
Incline Village	10/11/2025
Incline Village	10/18/2025
Incline Village	10/25/2025
Incline Village	11/1/2025
Incline Village	11/8/2025
Incline Village	11/15/2025
Incline Village	11/22/2025
Senior Center	11/26/2025
Verdi	11/26/2025
Duncan/Trainer	11/26/2025
Incline Village	11/29/2025

Public Comments

For October 1st Meeting

Submitted for inclusion in the record after the
Tuesday 4pm deadline

October 1, 2025 Special Library Board of Trustee Meeting

Janet Butcher for the record:

I understand that this question may not be answered, however, it is an important question that needs to be addressed!

Why are we 20 librarian's short? Did they quit? If so – WHY? Has Washoe county under the leadership of Alexis Hill frozen the vacated positions from being replenished? If so, that is on County Commissioners who voted to freeze replacements!

Do we really need an Assistant Library Director? That position was newly created just a couple of years ago! This position was voted on by the County Commission! Is there really a need for an Assistant Communication Director? That position was newly created in November of 2024! Are new positions just created or do they need to be voted on by the Library Board!

In light of the recent developments of the school Superintendent in Iowa who truly was not eligible to work in the position he was hired for by the findings of an outside firm. Please be very careful in using any outside firm!

I wasn't going to bring this up, however, at the last meeting someone brought up the benchmark library information that Stacy McKenzie put together. I believe it should be addressed further if their suggestion to present it to the Commissioners is acted upon. I did some additional research on the libraries that Ms. McKenzie selected via AI. I don't think that we're really at the point yet where we can 100% rely on AI to give us exactly what we need or what we're asking for! Being from an Information Technology background it still holds true "garbage in garbage out"! This benchmark comparison could not necessarily be a good comparison! Yes they are all libraries, that is the one common thing they have. Some of the libraries listed are controlled by cities, while some are municipalities, some are regional, and some are county. Within that there are differences in the demographics, for instance, the number of people - populations you could say it's serving - X number of people but are they made up of 50% children or 75% adults. There are many other different variables. Union libraries vs Non-Union! Median income can make a difference; the amount donors may donate. The reason I bring this up is to alert the board to be careful moving forward if you are going to use this benchmark or something similar to it, that there should be more in-depth analysis done.. I am submitting my research to be included in the minutes.

Thank you to the board for stepping up to make this board accountable to the public. It is very refreshing.

(2)

Further Researched Additional Information

Median Income	Library Name	State	Pop Served	# of Branches	Operating Budget	Population	Type	Union	# of Employees
\$107,800	Jefferson County Public Library	CO	540K	10	48M	578,533	County	YES	350
\$184,300	Santa Clara County Library	CA	454K	8	76.28M	1,094,000	County	NO	400
\$126,240	Alameda County Library	CA	590K	11	40M	1,682,353	County	NO	461
\$94,948	Fort Vancouver Library (4 counties)	WA	543K	15	29M		Regional	NO	227
\$62,823	Cuyohoga County Library	OH	589K	27	97M	1,263,667	County	YES	554
\$96,632	Pierce County Library	WA	555K	19	48M	941,170	County	YES	251
\$99,800	Ocean County Library	NJ	575K	21	37.7M	9,500,851	County	NO	643
\$78,779	Mesa Public Library	AZ	521K	3 not 9	9.8M	517,151	City		32
\$83,969	Long Beach	CA	464K	12	21.6M	438,723	City		192
\$85,000	Washoe County Library	NV		12	18.4M	498,022	County	YES	130

Please Note: It is extremely difficult to gather the information. Not all information is the same and there are many different variables.

The Original Benchmark is comparing County Libraries to Regional or City Libraries. Not all Libraries are overseen by the County in which they reside.

The Original Benchmark is comparing Union vs Non Union Libraries

Population served was different than originally stated under Population column on some

The additional research was not relying on AI, it was done going out to the actual Library sites.

Not all information was provided in the same format.

DISCLAIMER: Information was taken from the library sites if available or from the governing bodies. I call into question the number of employees!

For Public Comment

From Diana Watega [REDACTED]
Date Tue 9/30/2025 8:13 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Hello, I am writing to you as a concerned Washoe County resident but more importantly as a grandparent of a Verdi Elementary student (and several other grandchildren to come). I am writing to express my deep concern over the potential closure/reduction of services at our cherished community library.

For many years, the Verdi community library has served as far more than a place to borrow books. It is a cornerstone of our community – a safe, inclusive, and accessible space where people of all ages and backgrounds come to learn, connect, and grow.

- **Children and students** would lose access to educational support, reading programs, and a safe study space. Verdi Elementary School is unique as it does not have a library space within the school itself. Where will these children go to experience the love of finding a book to read and taking it home, learning not only responsibility but the joy of the written word.
- **Elderly and isolated individuals** would be deprived of social and intellectual engagement opportunities. This library is within walking distance to many individuals who have no means of transportation to other libraries as there is no bus service in Verdi.
- **The entire community** would lose a vital public space that fosters learning, inclusion, and civic pride.

In an era where social isolation, digital divides, and educational gaps are growing, libraries are needed more than ever. Cutting funding or closing its doors would be a step backward. I understand that difficult budgetary decisions must be made. However, I urge you to recognize the irreplaceable value of this library and to prioritize its continued operation and full funding. Investing in public libraries is investing in the strength and resilience of our community.

Thank you for your time, your service, and your consideration of this critical issue.

Diana Watega

For public comment

From Emily Racher [REDACTED]
Date Tue 9/30/2025 9:18 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Please keep the Verdi library open. Before I moved here, it was one of my requirements in looking for a place, that I could ride my bike to the library. (The other was: can I see the stars at night?) It's important to me to have a library in proximity, and I really like Verdi's little library, with all the stuffed animals. It's unique, and the librarians are good at their job. Verdi's population is booming right now, and if anything, we should think about expanding the library's services, not shutting it down.
-Emily Racher

For Public Comment

From Margaret Oberg [REDACTED] >
Date Thu 10/2/2025 9:25 AM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Sent from my iPhone

9:22

LTE 83%

< Inbox

4 Messages

Think of our chil... ^ v

Dear Library Trustees,

I am grandmother to three lucky Verdi Elementary students. I have been fortunate to accompany them to many wonderful events at the Verdi Library.

Please choose in favor of keeping this very special library open. My grandchildren, their classmates, and the local community should be allowed to continue to enjoy the many educational, and fun special events and activities this library offers year round.

In this day of way too much screen time, your efforts to keep the library open would be so appreciated. The library serves as a reminder for children and adults alike that there is joy in reading actual books, along with the unique support and encouragement of enthusiastic librarians!

Sincerely,

Margaret Oberg

Sent from my iPhone



Verdi Library, for public comment

From Jill Martin <[REDACTED]>
Date Tue 9/30/2025 4:33 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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To Whom it May Concern,

Please Do Not Close the Verdi library!

It is an essential part of our elementary school education, and our community is growing too fast to even consider closing this public library. My kids have visited the library on a regular basis since we moved to Verdi in 2016. We have taken Hunter's Safety in the library classroom twice, as well as attended after school programs at the facility that were educational and entertaining for the whole family.

In a world that is dependent on the internet for virtually everything, the librarians act as an essential part in keeping our youth and aging population connected to IT changes and developments while maintaining the importance of the in-real-life reading and library experience. We value the employees that tend to the library, providing the care and expertise required to maintain its positive impact on our community.

Thank you for hearing us out, words cannot convey the value of the Verdi Library in our growing community!

Sincerely,
Jill Martin

[REDACTED]
[REDACTED]. Verdi, NV 89439

Public Comments

For October 15th Meeting

Submitted for inclusion in the record

For Public Comment

From Beth Davidson [REDACTED]
Date Thu 10/9/2025 7:20 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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To the Trustees of the Public Libraries in Washoe County:

Keep all books previously chosen by your professional staff in the Public Libraries of Washoe County. The idea of Banned Books and Censorship in the Public Libraries is anathema to us and many other citizens of Washoe County.

It is important for Public Libraries to respect the dignity of all Americans and not simply cater to the bias of a small segment of people who want to control what others read and think.

Censorship of Free Speech and freedom of expression, undermines the Constitution of the United States --- our governing document for over 200 years.
Don't let a small, loud segment of our population promote ignorance.

Support the purpose of public libraries!

Thank you,
Beth & Jon Davidson
[REDACTED]
Incline Village, NV 89450

For Public Comment

From David Alvarez-Ponce <[REDACTED]>
Date Fri 10/10/2025 12:59 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Dear Members of the Library Board,

My name is Dr. David Alvarez-Ponce, and I am writing to express my strong support for fully funding the Washoe County Library System.

Our libraries are vital community resources that provide access to information, educational opportunities, and welcoming public spaces for everyone—regardless of income or background. They are essential for literacy, lifelong learning, and civic engagement.

Washoe County's libraries have operated below the Nevada State Library's funding standards for years, and it's time to change that. I urge the Board to send a budget to the Board of County Commissioners that allows our libraries to continue operating fully funded and to grow in step with our community's needs.

Thank you for your time, dedication, and volunteer service to our community.

Sincerely,
Dr. David Alvarez-Ponce

Reno, Nevada

--

David Alvarez-Ponce, PhD (he/him/él)
Associate Professor
Department of Biology
University of Nevada, Reno

[REDACTED]
www.genomeevol.wordpress.com

For Public Comment

From Gailmarie Pahmeier [REDACTED]
Date Sun 10/12/2025 6:44 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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My name is Gailmarie Pahmeier, and I've been a Washoe County resident for over 40 years. I'm profoundly grateful for all the work the library board is doing during these trying times. Thank you.

I grew up in Saint Louis, and some of my most cherished childhood memories are of the Saturday afternoons when my mom and I would ride our bikes the couple miles to our local library branch. My mom's ancient Schwinn had a metal basket affixed near the handlebars, and my beloved banana seat bike had a rattan basket. Sometimes we had to stop at the A&P to pick up groceries for Sunday dinner, and those days I dreaded because it meant our baskets would have less room for all the books we planned to bring home. Stories of girls, families, and animals that lived lives so unlike mine ignited a curiosity about and a compassion for others and embedded a strong sense of community as something much larger than the city I lived in. I'm sure I didn't fully recognize all this at the time, but books certainly made me less lonely. I was never bored. The worlds inside books offered a working-class girl the power and permission to dream and imagine, which is critical to fostering a literate culture, a literate future.

Fast forward 50 years, and I'm serving the City of Reno as its first Poet Laureate. One activity during my laureateship that I most enjoyed was hosting "office hours" around the city, occasionally at library branches. The library patrons who visited with me were searching for a book or a poem that could speak to them in words they needed to hear. These were sometimes teenagers or senior citizens, two populations often unseen, uncertain, or misunderstood. But to the library they came, hopeful that they would leave with something of substance to carry home in whatever baskets they had.

Libraries are sanctuaries of solace and inclusivity. Libraries are houses where everyone is welcome, fed ideas that sustain, challenge, and enlarge. They are an essential public resource. Please submit a budget to the Board of County Commissioners that represents the current funding levels. Please.

Thank you again, so very much.

Gailmarie Pahmeier

Professor Emerita

Nevada Poet Laureate, 2021-2024

Reno Poet Laureate, 2015-2017

[REDACTED]



University of Nevada, Reno



For Public Comment

From Jordan M Zabrecky <[REDACTED]>
Date Mon 10/13/2025 11:06 AM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Good morning,

My name is Jordan Zabrecky. I am a PhD student at the University of Nevada, Reno.

I am writing to **support full funding for operation of Washoe County Libraries**. Washoe County libraries have provided great educational resources and offer a valuable space for the community. As a graduate student, I have worked at the Washoe County Libraries several times as they offer a peaceful space to focus. Literacy and self-education that is possible through the library is essential for our society. I, as many others, frequently check out books from the library both for educational and leisure purposes. It is time that the library receives consistent and full funding with the Nevada state standards.

Thank you for your time.

Sincerely,
Jordan Zabrecky

Jordan Zabrecky (*she/her*)
University of Nevada, Reno
PhD Candidate, Natural Resources & Environmental Science
[Blaszczak Watershed and Aquatic Ecosystem Ecology Lab](#)

For Public Comment

From Joseph Coolidge <[REDACTED]>
Date Mon 10/13/2025 3:43 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Hello,

My name is Joseph Coolidge, and I am a graduate biology researcher at the University of Nevada Reno.

I would like to first thank the library board for the incredible volunteer work they do for our community.

I would also like to call for the library board to please send a budget to the Board of County Commissioners that allows our libraries to continue operating fully funded. Libraries are foundational to community well-being and success, and we must ensure that they are adequately funded. I am personally a frequent user of the library and value it immensely as a safe space to access knowledge.

Thank you.

Best,
Joseph Coolidge

For Public Comment

From Paul Heller [REDACTED]
Date Fri 10/10/2025 9:09 AM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Hello,

I want to thank the library board for its dedicated work to such a vital community resource.

I taught English and Social Studies at the middle school level in Washoe County for 15 years, and I am currently in my 4th year teaching English at a charter school. Children need access to books to grow their literacy, build interest in a wide variety of subjects, and satisfy their immense curiosity about their world and the world beyond their direct experience. Public libraries meet these needs effectively and are essential to maintaining if we want our children to learn and grow to the best of their abilities. I don't want to be a part of the mechanism that lets them down. I don't think you do either.

Please, send a budget to the Board of County Commissioners that at the least represents the funding levels that we have had in the past, if not more.

Sincerely,
Paul Heller

For Public Comment

From Rosa Kirk-Davidoff [REDACTED]
Date Thu 10/9/2025 11:39 AM
To Schubach, Siera <SSchubach@washoecounty.gov>

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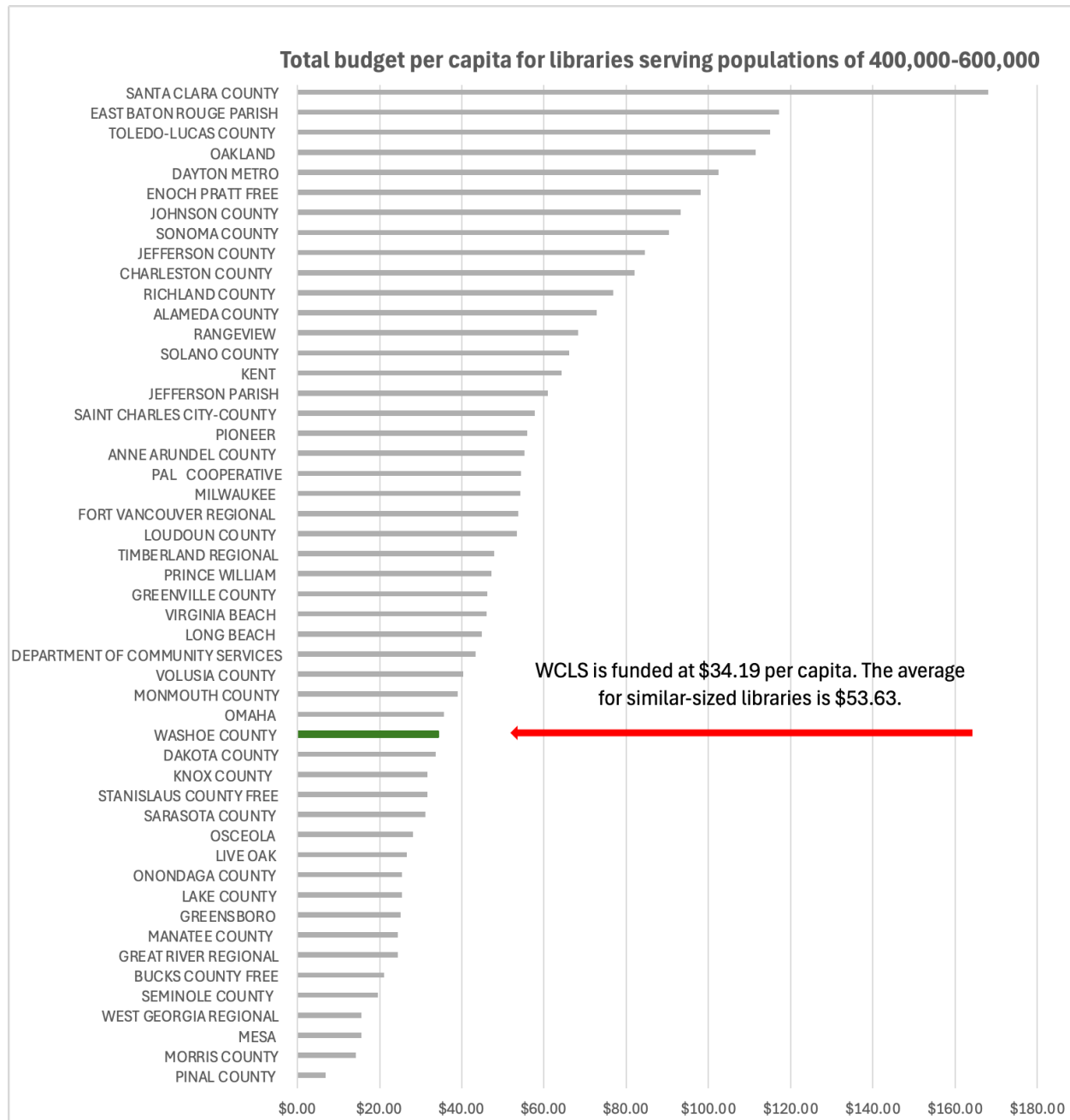
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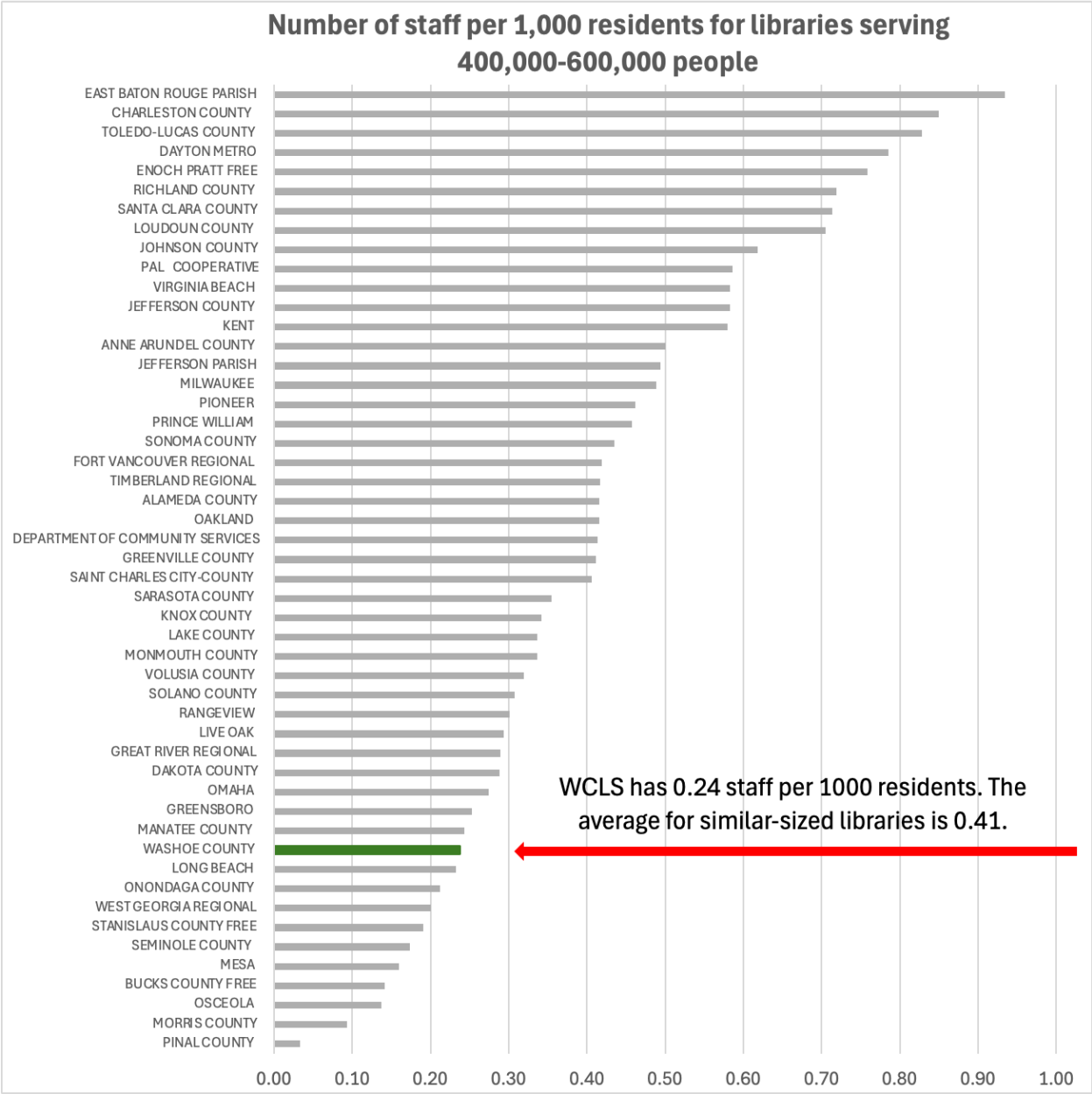
My name is Rosa Kirk-Davidoff, and I am a resident of Washoe County. I am writing in support of funding for the WC library system. I would like to thank the library board for their hard work as volunteers creating the budget proposal. Through the Washoe County libraries, I have been able to access books that would have been out of reach for me otherwise. I have learned historical stories, tried out recipes from new cookbooks, and had empathy for unusual characters. However, my enjoyment of books and audiobooks from the library is tempered by long wait times. I often wait months to gain access to an audiobook, by which point I have given up and purchased the book. According to the Institute for Museum and Library Services' Public Libraries Survey, WCLS has one of the lowest numbers of downloadable audiobooks per capita in Nevada. We have 0.06 audiobooks per capita, while the average for Nevada libraries is 0.86. This is just one example of the historic underfunding of our library system, which is now facing an even further reduction in funding. I have already experienced the impacts of the budget issues by trying to go to the Downtown branch and finding it closed on usual open hours. I love the library and the resources it provides me, so it's frustrating to see my access be reduced. Please send a budget to the Board of County Commissioners that represents the full funding that the library system needs.

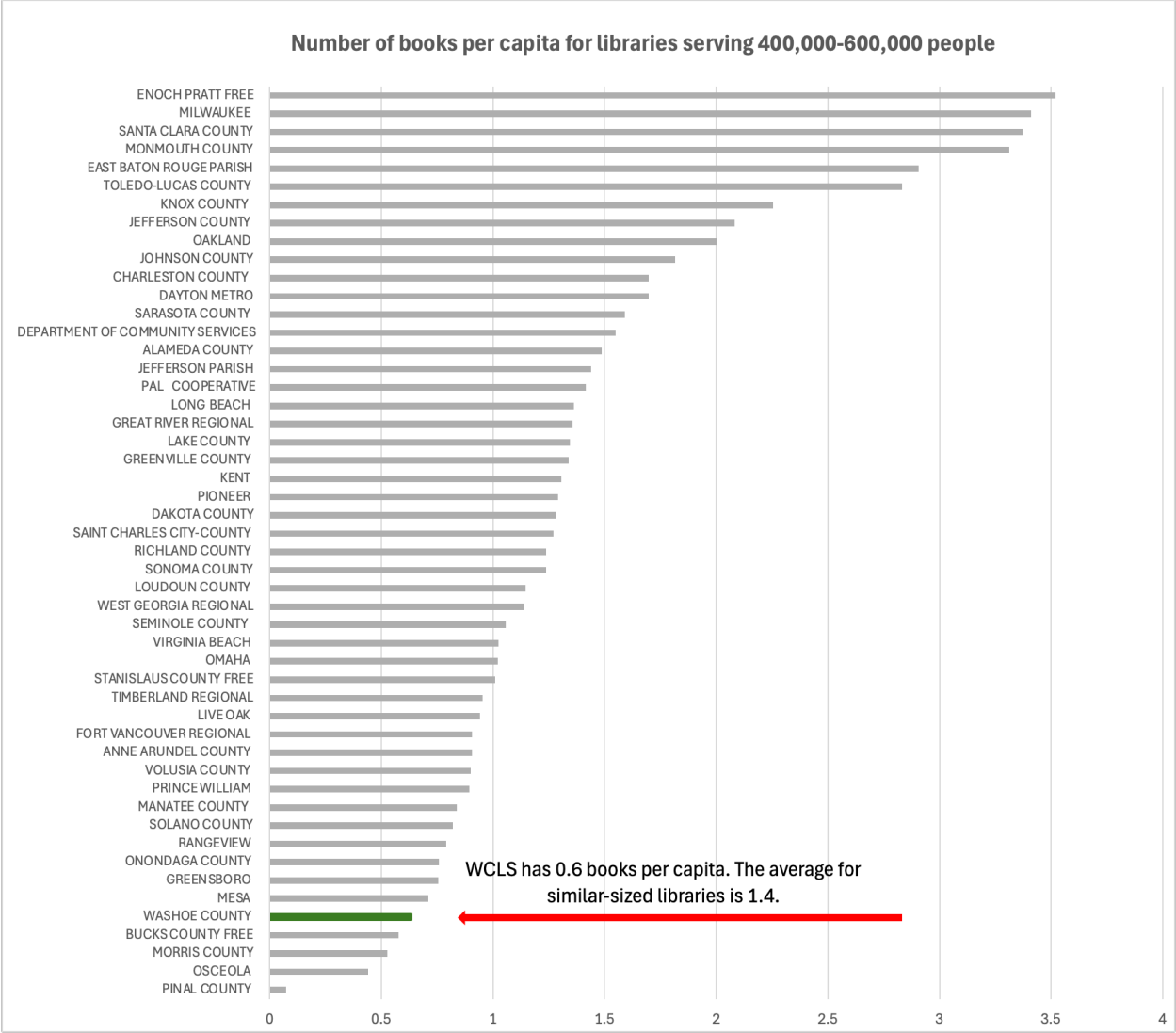
Thank you for your time,
Rosa Kirk-Davidoff
Reno

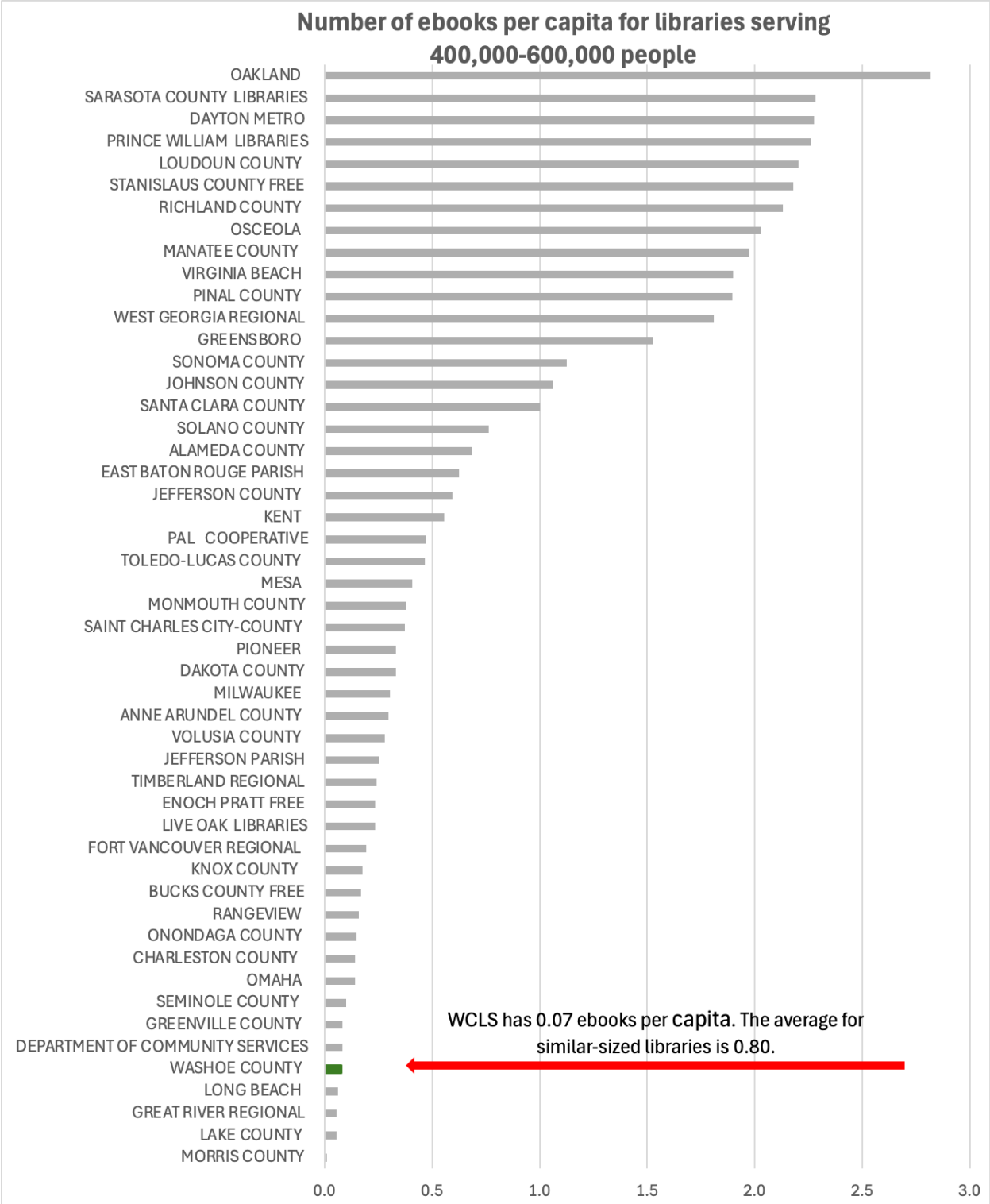
How does funding of Washoe County Library System compare with funding of libraries serving similar-sized populations?

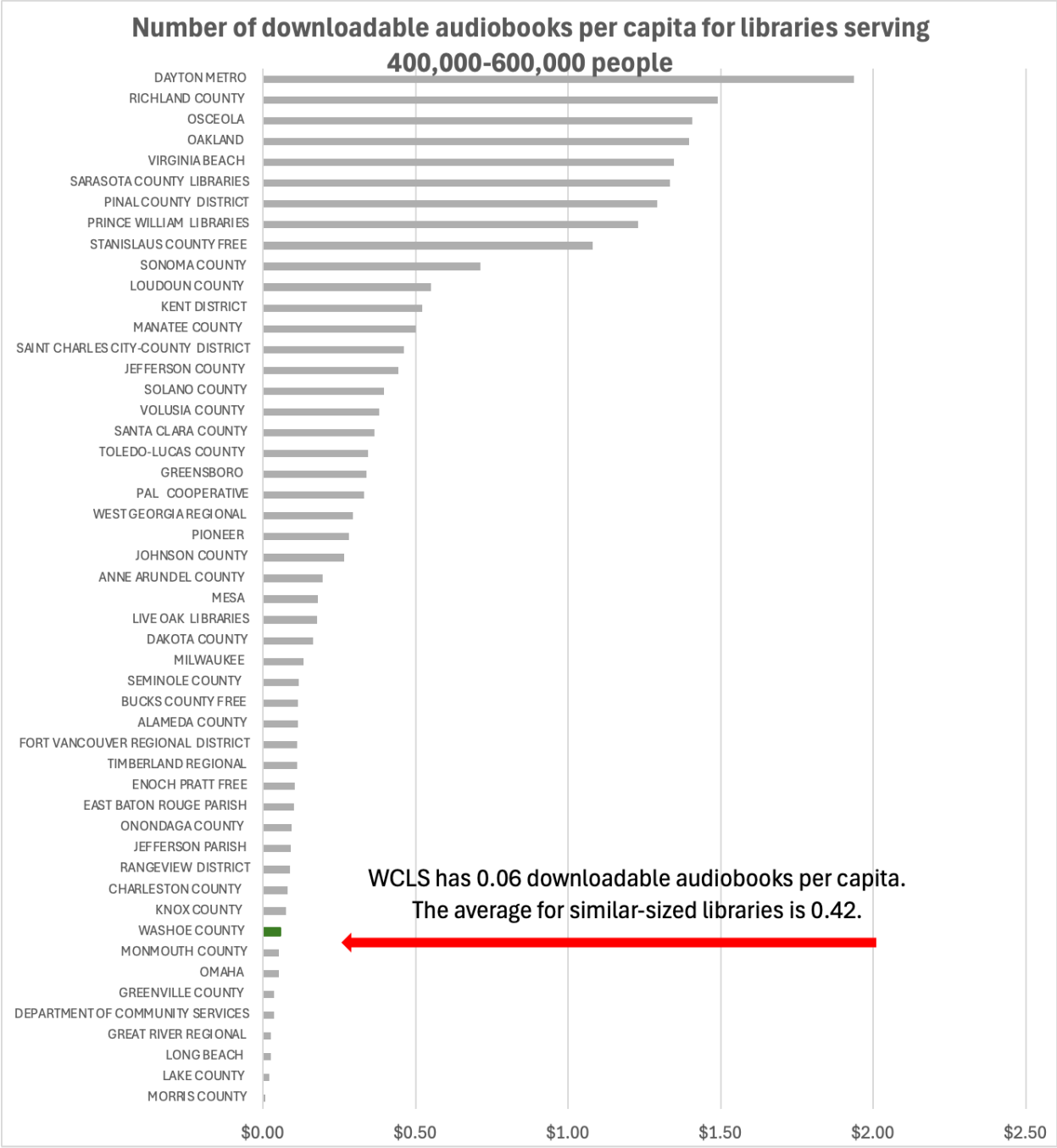
- data are from the Institute for Museum and Library Services' Public Libraries Survey <https://www.imls.gov/research-evaluation/surveys/public-libraries-survey-pls>
- these data are from 2023, the most recent completed survey year
- all libraries serving populations of 400,000-600,000 were included





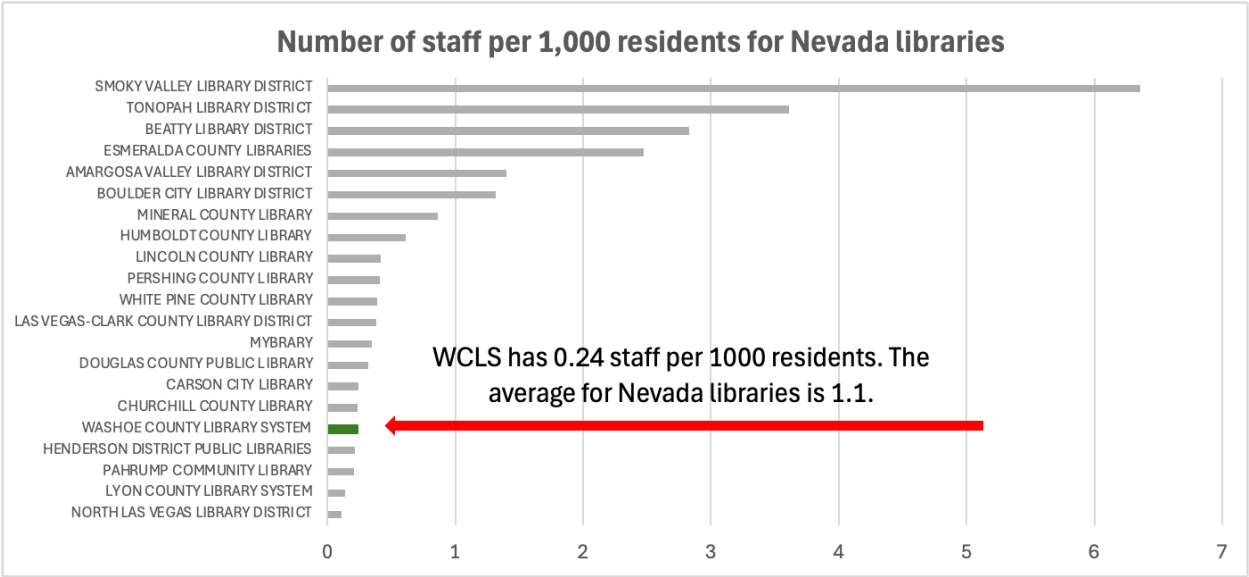
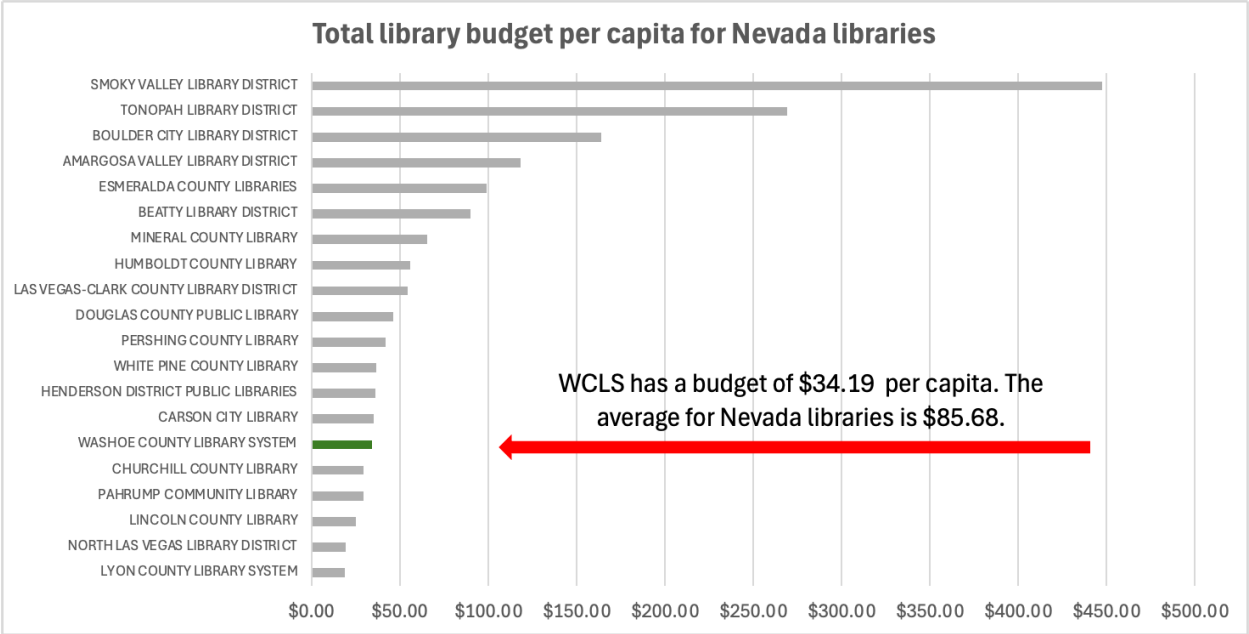


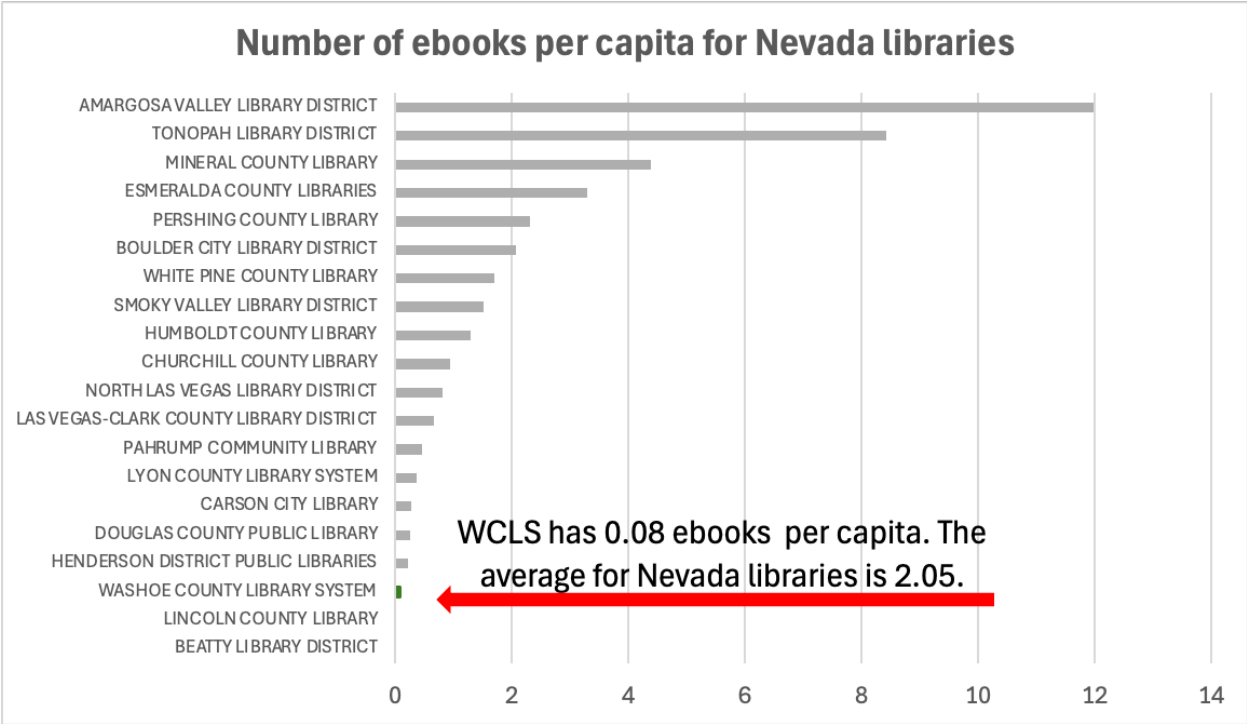
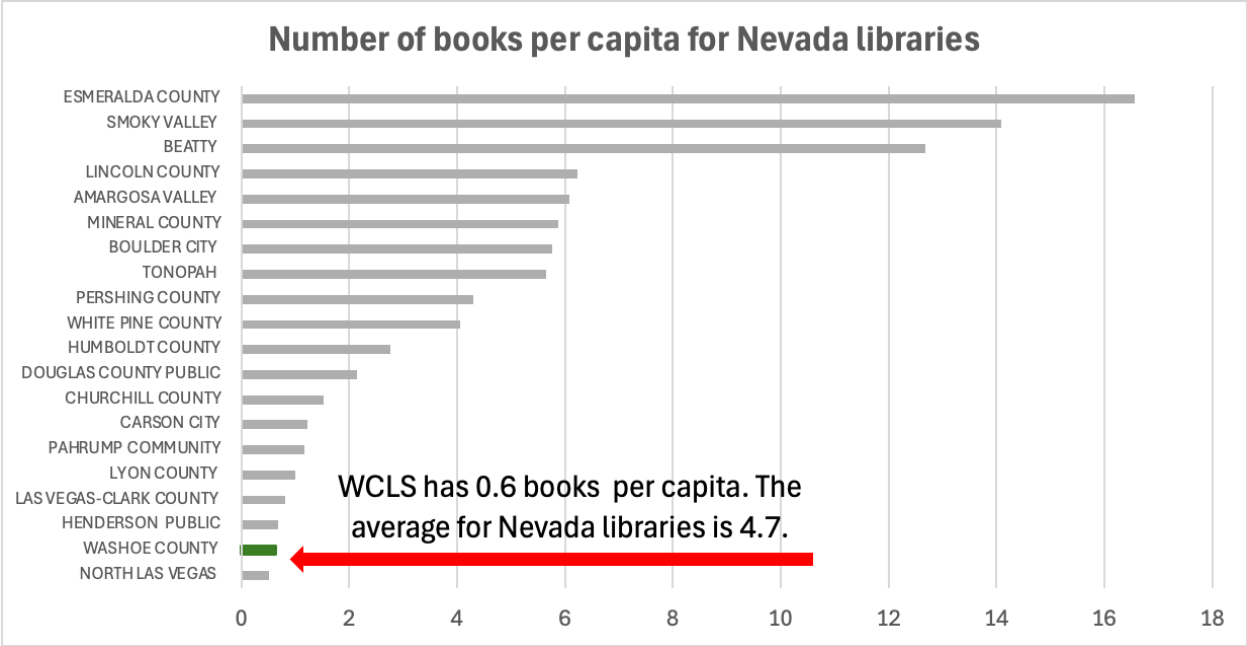




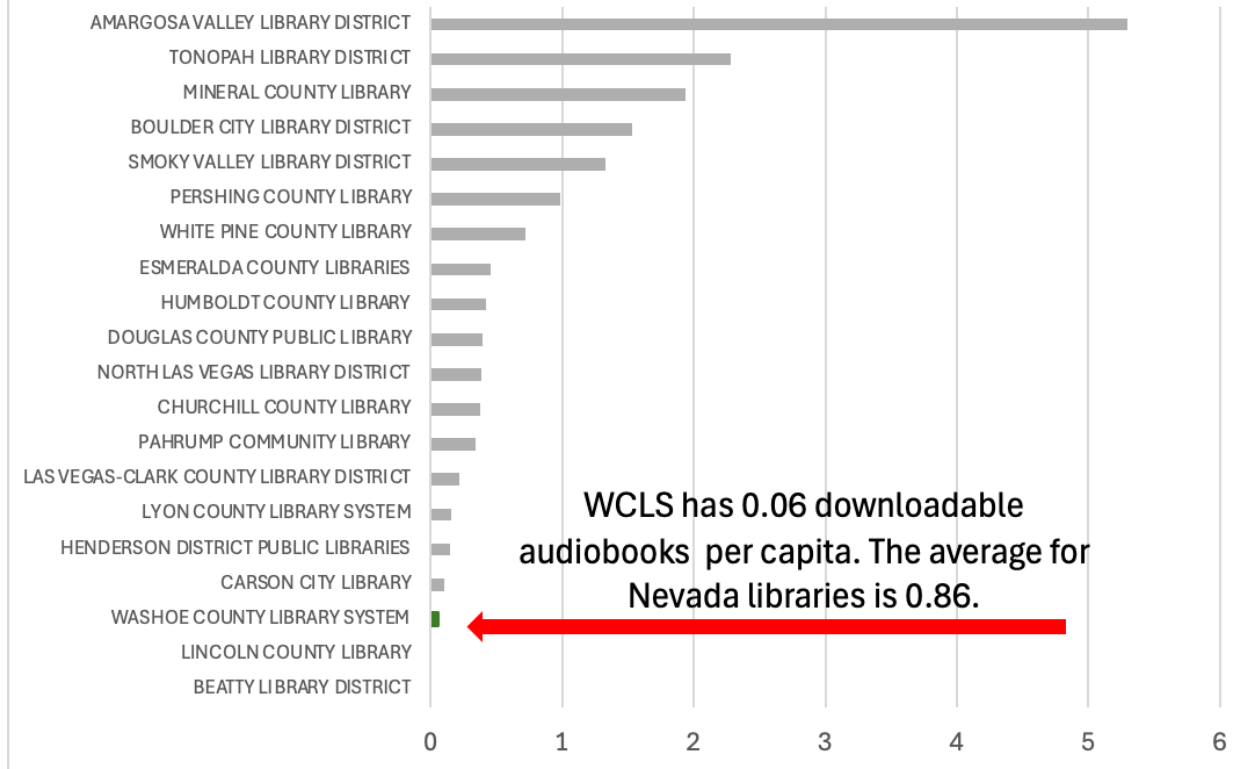
How does funding of Washoe County Library System compare with funding of other libraries in Nevada?

- data are from the Institute for Museum and Library Services' Public Libraries Survey <https://www.imls.gov/research-evaluation/surveys/public-libraries-survey-pls>
- these data are from 2023, the most recent completed survey year
- all Nevada libraries were included





Downloadable audiobooks per capita for Nevada libraries



For Public Comment

From Alanna Garcia <[REDACTED]>
Date Tue 10/14/2025 3:46 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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To whom it may concern,

My name is Alanna Garcia and I have been a resident of Washoe County for 2 years. I regularly visit the Northwest Reno Library to check out reading materials and use as a safe, quiet space to conduct my graduate studies while I am off campus. I am commenting in support of the library system at large, as well as the funding of diverse materials within those spaces. Growing up, being able to access libraries in my community was an essential outlet for creative thinking and community engagement, making them an invaluable resource. Further, libraries are essential for continued learning, allowing and encouraging community members who are no longer in school to access a wealth of history and knowledge. Studies in various cities across the United States have found that having community libraries contribute to the financial well-being of the entire community, as well as a space for a diverse range of community events and organizations. I urge the board and decision-making body to continue to fund and prop- up the public library system in Washoe County, for the sake of generations to come.

Thank you for your time and consideration in this matter,

Alanna Garcia
(she/her)
Masters Student
Natural Resources and Environmental Science
University of Nevada, Reno
[REDACTED]

For Public Comment

From Alisa Kim <[REDACTED]>
Date Tue 10/14/2025 3:42 PM
To Schubach, Siera <SSchubach@washoecounty.gov>

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Hello, I would love to have the following comment submitted as a public comment for the public record for the meeting held on October 15th. Thank you!

To the Board of Trustees of Washoe County Library System:

Hello, my name is Alisa Kim and I am a resident of Reno, Nevada. Thank you to the library board and for this opportunity to provide a public comment on the issue of library funding. My comment is to put my full support behind providing adequate funding to provide library services as they are sorely needed by the community.

I am an avid lover of the library system, whether using the space for a quiet place to get work done, utilizing the library card to borrow audiobooks, or taking advantage of the conference rooms available for public use. I am especially appreciative of how libraries have become a hub for disenfranchised members of the community. This includes unhoused people who need a safe place to stay for a few hours out of harsh elements, those without internet at home that need to fill out important forms for themselves and their children, and those wanting to expand their knowledge base to challenge their ways of thought.

Without many of the library services that are already cut or at risk of being cut, the already waning options of community hubs and third spaces will be whittled to nothing in Reno. I urge the board to propose a budget to the Board of County Commissioners which will be inclusive enough to allow libraries to operate fully funded.

I appreciate the dedication and hard work of the Board of Trustees, and hope you will consider my comment for future actions and votes.

Thank you very much,
Alisa Kim
Resident of the Stead neighborhood in Reno, Nevada
Closest library branch: the small but mighty North Valleys Library