

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
LIBRARY BOARD OF TRUSTEES**

Day: Thursday
Date: April 28, 2022
Time: Beginning at 5:30 pm
Location: Community Center, Robert 'Bob' Crowell Board Room
851 East William Street
Carson City, Nevada

AGENDA

Members of the public who wish to provide live public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda by dialing the numbers listed below. Public comment will be limited to three minutes per person. Please do NOT join by phone if you do not wish to make public comment.

Join by phone:

Phone Number: +1-408-418-9388

Meeting Number: 2489 523 6125

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Carson City Library Administrative office at 900 N. Roop St., Carson City, NV, 89701, or by calling 775.887.2244, ext. 7554 at least 24 hours in advance.

Agenda Management Notice: Below is an agenda of all items scheduled to be considered. Notice is hereby provided that items on the agenda may be taken out of order, two or more agenda items may be combined for consideration and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

I. Call to Order - Roll Call

II. Public Comment

Members of the public who wish to address the Library Board of Trustees may come forward and speak on any topic that is relevant to or within the authority of the Library Board. The Board respects the right of citizens to present differing opinions and views. Comments may be limited to three minutes per person. If you believe your item requires extended discussion or action, you may ask a member of the Board to place it on the Board's agenda for a future meeting. No action may be taken on a matter raised under this item of the agenda unless the matter is noticed on a Board agenda as an item on which action may be taken. In

accordance with the Open Meeting Law, the Chairperson may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

III. FOR POSSIBLE ACTION – Approval of minutes of previous meeting

III.a FOR POSSIBLE ACTION - Approval of minutes of previous meeting (March 24, 2022).

[3-24-2022 DRAFT Minutes.pdf](#)

IV. FOR POSSIBLE ACTION – Library Board of Trustees Business

IV.a FOR POSSIBLE ACTION: Discussion and possible action concerning the process by which the annual unclassified job performance appraisal and evaluation will be completed for the Library Director and the information and assessment tools to be gathered and utilized in advance of the appraisal and evaluation, including, without limitation, surveys to be completed by Library personnel.

Staff Summary: The Carson City Library Board of Trustees has the duty to complete an annual job performance appraisal and evaluation of the Library Director on or before July 1 of each year. In order to inform this appraisal and evaluation, it is useful to identify in advance what information would be helpful for Trustees to review the Library Director’s job performance and to develop a process by which that information may be gathered.

IV.b FOR POSSIBLE ACTION - Presentation, discussion and possible action regarding the approved Carson City Library Calendar 2022 and recognized library celebration weeks and promotional events

Staff Summary: The attached calendar is the library schedule for 2022 as approved at the December 1, 2021, meeting of the Library Board of Trustees. Per the attached document titled "Juneteenth memo - to all City employees 4-18-22", for this year Juneteenth will be observed on Monday, June 20, 2022, as a legal holiday. For consideration is whether the Library building should remain open on that date as previously approved, subject to terms and conditions governing benefits and compensation for employees as they relate to holidays, or if the Board designates a closure of the building on that date in observance of the holiday.

[Calendar 2022.pdf](#)

[Juneteenth memo - to all City employees 4-18-22.pdf](#)

V. INFORMATION ONLY - Library Director representative administrative reports

V.a INFORMATION ONLY - Presentation and discussion of reports concerning activities and operations of the Library since the presentation of the last report.

[101 GENERAL FUND BOARD REPORT APRIL 2022.pdf](#)

[230 GIFT FUND BOARD REPORT APRIL 2022.pdf](#)

VI. INFORMATION ONLY - Board Members' announcements & request for information.

VII. Public Comment

Members of the public who wish to address the Library Board of Trustees may come forward and speak on any topic that is relevant to or within the authority of the Library Board. The Board respects the right of citizens to present differing opinions and views. Comments may be limited to three minutes per person. If you believe your item requires extended discussion or action, you may ask a member of the Board to place it on the Board's agenda for a future meeting. No action may be taken on a matter raised under this item of the agenda unless the matter is noticed on a Board agenda as an item on which action may be taken. In accordance with the Open Meeting Law, the Chairperson may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

VIII. FOR POSSIBLE ACTION – Adjournment

** Copies of the reference material and any additional supporting material will be made available at the Carson City Library, located at 900 N. Roop St., Carson City, NV 89701 or by contacting Tod Colegrove, Library Director at 775- 283-7591 or tcolegrove@carson.org. Copies of any such materials will also be made available at the meeting site.

**** In accordance with NRS 241.020, this agenda has been posted before 9:00 a.m. three working days before the day of the meeting at the following locations:**

Carson City Library, 900 N. Roop St., Carson City, NV 89701 ; Carson City Library Website: <http://www.carsoncitylibrary.org/about/board/meetings-and-notice> ; Nevada Public Notice Website: <https://notice.nv.gov>

Library Board of Trustees Agenda Item Report

Meeting Date: April 28, 2022

Submitted by: Tod Colegrove

Submitting Department: Library

Item Type: Formal Action / Motion

Agenda Section:

Subject:

FOR POSSIBLE ACTION - Approval of minutes of previous meeting (March 24, 2022).

Suggested Action:

I move to approve the minutes of the March 24, 2022, meeting.

Attachments:

[3-24-2022 DRAFT Minutes.pdf](#)

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

Minutes of the March 24, 2022 Regular Meeting

Page 1

A regular meeting of the Carson City Library Board of Trustees was scheduled for 5:30 p.m. on Thursday, March 24 2022 in the Community Center Robert “Bob” Crowell Board Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Julie Knight
Vice Chair Nicholas Cranston (via WebEx)
Trustee Beth Lucas
Trustee Elizabeth Markle
Trustee Sarena Nichols

STAFF: Joy Holt, Department Business Manager
Jason Woodbury, District Attorney
Danielle Howard, Public Meetings Clerk

NOTE: A recording of these proceedings, the Library Board’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Public Meetings Division of the Carson City Clerk’s Office, during regular business hours. For minutes and audio recordings of this Board’s meetings, please visit www.carson.org/minutes.

I. CALL TO ORDER - ROLL CALL

(5:33:51) – Chairperson Knight called the meeting to order at 5:33 p.m. Roll was called; a quorum was present.

II. PUBLIC COMMENT

(5:34:20) – Chairperson Knight entertained public comments; however, none were forthcoming.

III. FOR POSSIBLE ACTION – APPROVAL OF MINUTES OF PREVIOUS MEETING

III.a FOR POSSIBLE ACTION – APPROVAL OF MINUTES OF PREVIOUS MEETING (JANUARY 27, 2022).

(5:34:48) – Chairperson Knight introduced the item and entertained comments and/or a motion.

(5:35:08) – MOTION: Trustee Lucas moved to approve the January 27, 2022 meeting minutes as presented. Trustee Nichols seconded the motion. The motion carried 5-0-0.

IV. INFORMATION ONLY – LIBRARY BOARD OF TRUSTEES BUSINESS

IV.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION CONCERNING THE PROCESS BY WHICH THE ANNUAL UNCLASSIFIED JOB PERFORMANCE APPRAISAL AND EVALUATION WILL BE COMPLETED FOR THE LIBRARY DIRECTOR AND THE INFORMATION AND ASSESSMENT TOOLS TO BE GATHERED AND UTILIZED IN ADVANCE OF THE APPRAISAL AND EVALUATION, INCLUDING, WITHOUT LIMITATION, SURVEYS TO BE COMPLETED BY LIBRARY PERSONNEL.

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)
Minutes of the March 24, 2022 Regular Meeting
Page 2

(5:35:30) – Chairperson Knight introduced the item. She stated that she had contacted Carson City Human Resources (HR), which does have a vendor to do the 360 evaluations, and the questions would go through the vendor. She entertained specific pointed questions or areas that Trustees wished to have added to the evaluation questionnaire; however, none were forthcoming. In response to Ms. Holt’s suggestion, Chairperson Knight agreed with sending a pre-email to inform those participating in the evaluation on what to expect. No formal action was taken on this item.

IV.b FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING IMPLEMENTATION OF THE CARSON CITY LIBRARY STRATEGIC PLAN 2021-2024.

(5:39:36) – Chairperson Knight introduced the item. Ms. Holt referenced the Strategic Implementation Punch List, which is incorporated into the record, and responded to clarifying questions.

(6:00:23) – During discussion on guest passes, Chairperson Knight pointed out that some people may not visit the Library often, and “a positive association” could be built over time through the use of the guest passes each visit until those individuals possibly eventually apply for a library card. She also mentioned that evacuees would likely prefer guest passes. Ms. Holt agreed with Chairperson Knight’s input. Trustee Nichols suggested offering “a dummy card” for individuals, such as those traveling from outside of the area, who only wish to use the Library’s printer, and Ms. Holt explained that the reason why the Library does not offer that service is because the guest passes allow for Library staff to generate statistics, which is also an easier process with the system that the Library uses. Ms. Holt also stated that the Library pays for the services that provide the Library with the opportunity to offer guest passes. Trustee Markle suggested offering Wi-Fi printing so people could print from their laptops in the Library. Ms. Holt indicated that a large portion of staff time was being spent on entering in people’s information into the system to allow them to use their card for the intention of a one-time use, and reinstating guest passes would be “a time saver.” She also added that the staff felt strongly about the staff time spent on this matter. She clarified that she and Carson City Library Director Tod Colegrove were ensuring improvement or maintenance of the satisfaction level of Library users while going forward with the changes outlined in the Strategic Implementation Punch List.

(6:24:37) – Trustee Nichols emphasized ensuring that the Library staff were engaging customers as a part of the customer service. Ms. Holt informed the Trustees about the use of the database NoveList in the Library in order to help provide reading recommendations to Library patrons and noted there being many ways to find information on books that are “pretty standard in the library world.” Ms. Holt also stated that the Library has received written and verbal feedback from patrons, and she commented that people have been receptive with giving positive feedback.

(7:04:09) – Trustee Nichols proposed the Library posting “a Friday on Facebook” to ask those following the Library’s Facebook page “what are you reading this weekend,” to which people could respond, and a member of Library staff could comment to responses about having specific books in the Library and advertise those books as a part of the Library’s digital content. Ms. Holt commented that she follows every library in Nevada that has a Facebook page and stated that there are members of staff that have their own literary blogs.

(7:05:37) – Chairperson Knight entertained Trustee feedback. Trustee Lucas complimented the Strategic Implementation Punch List and commented that it is “super helpful.” She suggested reviewing the list on a quarterly basis and discussing the status of the items on the list. Ms. Holt believed Trustee Lucas’ suggestion would be “very valuable” and could contribute to reinforcing “how this all ties back to the Strategic Plan” and the Board’s expectations.

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)
Minutes of the March 24, 2022 Regular Meeting
Page 3

(7:07:09) – Trustee Markle believed that the list was thorough, but she also wished to add more specifics on tentative deadline dates to the list.

(7:09:54) – Trustee Nichols complimented on the work Library staff was able to do, especially with the Library being short-staffed. Ms. Holt thanked Trustee Nichols and noted that the progress has been a team effort. She also commented that the staff have been “so awesome” and stated that “every single one of them has stepped up to the plate and really, I think, in some cases maybe found that they had talents that they didn’t know they had, so that’s always really fun and exciting.” Trustee Nichols referenced a personal anecdote about obtaining a digital library card that was being offered in another county that only applied to that county’s residents for reapplication once it had expired, and she indicated that Carson City is “very generous” with its library card application because applicants can indicate on the application that they volunteer at the Library to own a library card. Ms. Holt noted that, because Carson City is the State capital, the application process for the Library is deliberate, and there are people that can only do volunteer work at the Library because it is associated with the State capital. Trustee Nichols wished to only have two library cards associated with the Library, including the Internet Only Card. She also believed that some of the contents outlined in the list could have been “pared down.”

(7:14:50) – Chairperson Knight briefly opened agenda item VI and returned to agenda item IV.b at 7:18 p.m.

(7:18:00) – Chairperson Knight requested adding a measurement of completion of each item outlined on the Strategic Implementation Punch List and to denote when something is an ongoing task. Ms. Holt did not believe any of the tasks would ever necessarily be “done.” Chairperson Balderson believed that the Trustees and Staff were “the chief drivers of strategic planning” and stated that she assigned “a lot of value” to the implementation aspect of the process. She proposed considering connecting the Library Director’s Report to the Strategic Plan goals at some point, and Ms. Holt agreed that there was value in doing so; however, she also did not believe that everything in the Library Director’s Report will always be tied to the Strategic Plan.

(7:22:38) – Trustee Markle suggested condensing and formatting the list with a numbering system and indented items to make the list easier to follow, and she wished to make the items more concrete. She also believed that the list could create a future basis for the next year’s plan or Strategic Implementation Punch List. While Chairperson Knight agreed that brevity is “nice,” she was in favor of having a layer of detail and be able to compare and observe progress by keeping the detail of the list while also modifying it to be “a little more robust” with the numbering and formatting modifications. She also advised keeping the tasks that are already completed on the list, since several of those tasks are ongoing, along with what is in progress and what still needs to be addressed. Based on Trustee Markle’s input in addition to previous Trustee input, Ms. Holt suggested creating a detailed Strategic Implementation Punch List with a corresponding “companion piece that is much more concise,” and the Trustees agreed to consider Ms. Holt’s idea.

V. INFORMATION ONLY – LIBRARY DIRECTOR REPRESENTATIVE ADMINISTRATIVE REPORTS

V.a INFORMATION ONLY – PRESENTATION AND DISCUSSION OF REPORTS CONCERNING ACTIVITIES AND OPERATIONS OF THE LIBRARY SINCE THE PRESENTATION OF THE LAST REPORT.

(7:31:15) – Chairperson Knight introduced the item. Ms. Holt presented on the agenda materials and responded to clarifying questions.

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

Minutes of the March 24, 2022 Regular Meeting

Page 4

(7:33:57) – Trustee Markle requested a presentation of the highlights from the Public Library Association Meeting, which Dr. Colegrove was currently attending, during the April 2022 Library Director’s Report.

VI. INFORMATION ONLY – BOARD MEMBERS’ ANNOUNCEMENTS & REQUEST FOR INFORMATION.

(7:15:02) – Vice Chairperson Cranston announced that this meeting would be his last meeting as a LBOT Trustee, as he would be resigning from the Board. Chairperson Knight commented that “it has certainly been a pleasure with you contributing to this Board. I certainly hope that you won’t be a stranger when you do return to Carson City, and that you keep making positive contributions in as many areas of the community as you see fit.” She also congratulated Vice Chairperson Cranston on his newborn and asked that he extend that sentiment to his wife. Ms. Holt echoed Chairperson Knight’s sentiments.

(7:53:18) – Chairperson Knight entertained additional Trustee announcements and requests for information. Trustee Nichols informed the Board about the “beautiful writeup” that was complimenting Browsers Corner Book Store on Carson Now, and she believed that “it’s about time that someone acknowledged them.”

VII. PUBLIC COMMENT

(7:54:11) – Chairperson Knight entertained public comments; however, none were forthcoming.

VIII. FOR POSSIBLE ACTION – ADJOURNMENT

(7:54:29) – Chairperson Knight adjourned the meeting at 7:54 p.m.

The Minutes of the March 24, 2022 Carson City Library Board of Trustees meeting are so approved this 28th day of April 2022.

Library Board of Trustees Agenda Item Report

Meeting Date: April 28, 2022

Submitted by: Tod Colegrove

Submitting Department: Library

Item Type: Formal Action / Motion

Agenda Section:

Subject:

FOR POSSIBLE ACTION: Discussion and possible action concerning the process by which the annual unclassified job performance appraisal and evaluation will be completed for the Library Director and the information and assessment tools to be gathered and utilized in advance of the appraisal and evaluation, including, without limitation, surveys to be completed by Library personnel.

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Suggested Action:

Attachments:

Library Board of Trustees Agenda Item Report

Meeting Date: April 28, 2022

Submitted by: Tod Colegrove

Submitting Department: Library

Item Type: Formal Action / Motion

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FOR POSSIBLE ACTION - Presentation, discussion and possible action regarding the approved Carson City Library Calendar 2022 and recognized library celebration weeks and promotional events

Staff Summary: The attached calendar is the library schedule for 2022 as approved at the December 1, 2021, meeting of the Library Board of Trustees. Per the attached document titled "Juneteenth memo - to all City employees 4-18-22", for this year Juneteenth will be observed on Monday, June 20, 2022, as a legal holiday. For consideration is whether the Library building should remain open on that date as previously approved, subject to terms and conditions governing benefits and compensation for employees as they relate to holidays, or if the Board designates a closure of the building on that date in observance of the holiday.

Suggested Action:

Attachments:

[Calendar 2022.pdf](#)

[Juneteenth memo - to all City employees 4-18-22.pdf](#)

Carson City Library Calendar - 2022 PROPOSED

JANUARY

| S | M | T | W | TH | F | S |
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PO: 242 **OPEN: 228**
CLOSURE: 14

FEBRUARY

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PO: 224 **OPEN: 208**
CLOSURE: 16

MARCH

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PO: 254 **OPEN: 254**
CLOSURE: 0

| 2790 2021 OPEN HOURS | |
|----------------------|-------------------|
| 74 | HOLIDAY CLOSURE |
| | EARLY CLOSURE |
| 16 | CLOSURE |
| 32 | STAFF DEVELOPMENT |
| | LATE OPEN |

| | |
|-----------------|---------|
| 2019 OPEN HOURS | 2727 |
| 2020 OPEN HOURS | 1232 |
| 2021 OPEN HOURS | 2736 ** |
| 2022 OPEN HOURS | 2790 ** |

| | |
|---------------------------------------|--|
| NATIONAL LIBRARY WEEK (NO CLOSURE) | |
| LIBRARY BOARD OF TRUSTEE (NO CLOSURE) | |

APRIL

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PO: 238 **OPEN: 238**
CLOSURE: 0

MAY

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PO: 246 **OPEN: 230**
CLOSURE: 16

JUNE

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PO: 244 **OPEN: 244**
CLOSURE: 0

Proposed - Library Board of Trustees 12/01/2021



Carson City Library
Your Knowledge & Discovery Place

JULY

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PO: 244 **OPEN: 236**
CLOSURE: 8

AUGUST

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PO: 252 **OPEN: 244**
CLOSURE: 8

SEPTEMBER

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PO: 242 **OPEN: 234**
CLOSURE: 8

OCTOBER

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PO: 242 **OPEN: 220**
CLOSURE: 22

NOVEMBER

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PO: 244 **OPEN: 218**
CLOSURE: 26

DECEMBER

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PO: 248 **OPEN: 236**
CLOSURE: 12

** Note that this calendar details proposed "normal" open hours and closures of the physical library building.

Juneteenth

[REDACTED] <[REDACTED]@carson.org>

Mon 4/18/2022 2:21 PM

To All City Employees:

As you are probably aware, on June 17, 2021, the President of the United States signed a federal bill (Public Law 117-17) designating June 19 of each year as Juneteenth National Independence Day, a legal holiday for federal workers. Under Nevada law, certain holidays are established as legal holidays for state and local government employees. Additionally, Nevada Revised Statutes (NRS) 236.015 also establishes as a legal holiday "Any day that may be appointed by the President of the United States for public fast, thanksgiving or as a legal holiday except for any Presidential appointment of the fourth Monday in October as Veterans Day." The City has determined that this statutory language may be reasonably interpreted **at this time** to include Juneteenth as a legal holiday for the purpose of Carson City office closures, and that it may also be reasonably anticipated that during the next legislative session in 2023, the Nevada Legislature will likely amend the provisions of NRS 236.015 to specifically include Juneteenth as a legal holiday. Therefore, based on the foregoing and in the spirit of Carson City's longstanding support for liberty, freedom and democratic values, Juneteenth will be observed on Monday, June 20, 2022, in commemoration of the emancipation of slaves. **Accordingly, for this year, Juneteenth will be observed as a legal holiday consistent with: (1) the terms and conditions of all current Carson City collective bargaining agreements as they relate to legal holidays; (2) the terms and conditions of the Carson City resolution for unclassified employees as they relate to legal holidays; (3) the terms and conditions of any other existing Carson City document governing benefits and compensation for employees as they relate to legal holidays; and (4) normal staffing protocol for all Carson City departments when there is a legal holiday.** If, however, the Nevada Legislature does not amend NRS to specifically include Juneteenth as a legal holiday, or takes or fails to take any action which evidences its intent not to designate Juneteenth as a legal holiday for the purpose of government office closures and instead allows Juneteenth to remain only as a day of observance under Nevada law, Carson City will proceed in a manner consistent with that clear legislative intent in the future.

Library Board of Trustees Agenda Item Report

Meeting Date: April 28, 2022

Submitted by: Kris Klug

Submitting Department: Library

Item Type: Other / Presentation

Agenda Section:

Subject:

INFORMATION ONLY - Presentation and discussion of reports concerning activities and operations of the Library since the presentation of the last report.

Suggested Action:

Attachments:

[101 GENERAL FUND BOARD REPORT_APRIL 2022.pdf](#)

[230 GIFT FUND BOARD REPORT_APRIL 2022.pdf](#)

[275 GRANTS BOARD REPORT_APRIL 2022.pdf](#)

101 GENERAL FUND FY22

AS OF 4/18/2022

| Org | Object | Description | Original Budget | Revised Budget | YTD Expenses | Encumbrances | Remaining Budget | % Used |
|---------|--------|---------------------------|-----------------|----------------|--------------|--------------|------------------|--------|
| 1016200 | 500101 | SALARIES | 919,837.00 | 919,837.00 | 506,853.28 | 0.00 | 412,983.72 | 55% |
| 1016200 | 500102 | HOURLY/SEASONAL | 60,000.00 | 60,000.00 | 48,091.20 | 0.00 | 11,908.80 | 80% |
| 1016200 | 500103 | ADMINISTRATIVE PAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1016200 | 500106 | MANAGEMENT LEAVE PAY | 0.00 | 0.00 | 13,022.24 | 0.00 | -13,022.24 | |
| 1016200 | 500107 | ANNUAL LEAVE PAYOFF | 0.00 | 0.00 | 21,236.70 | 0.00 | -21,236.70 | |
| 1016200 | 500108 | SICK LEAVE PAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1016200 | 500111 | OVERTIME | 0.00 | 0.00 | 573.07 | 0.00 | -573.07 | |
| 1016200 | 500114 | F L S A | 0.00 | 0.00 | 0.29 | 0.00 | -0.29 | |
| 1016200 | 500125 | TEMPORARY STAFFING | 37,000.00 | 37,000.00 | 660.98 | 14,912.57 | 21,426.45 | 2% |
| 1016200 | 500225 | MEDICARE | 14,104.00 | 14,104.00 | 8,360.76 | 0.00 | 5,743.24 | 59% |
| 1016200 | 500230 | RETIREMENT | 231,115.00 | 231,115.00 | 131,143.21 | 0.00 | 99,971.79 | 57% |
| 1016200 | 500240 | GROUP INSURANCE | 118,826.00 | 118,826.00 | 77,256.63 | 0.00 | 41,569.37 | 65% |
| 1016200 | 500241 | CITY HSA CONTRIBUTION | 4,286.00 | 4,286.00 | 10,484.55 | 0.00 | -6,198.55 | 245% |
| 1016200 | 500250 | WORKERS' COMPENSATION | 24,084.00 | 24,084.00 | 11,271.59 | 0.00 | 12,812.41 | 47% |
| 1016200 | 500260 | EDUCATION INCENTIVE | 3,000.00 | 3,000.00 | 250.00 | 0.00 | 2,750.00 | 8% |
| 1016200 | 500271 | PHONE ALLOWANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1016200 | 500309 | PROFESSIONAL SERVICES | 20,000.00 | 20,000.00 | 4,010.00 | 12,170.00 | 3,820.00 | 20% |
| 1016200 | 500330 | TRAINING | 8,000.00 | 8,000.00 | 1,915.78 | 0.00 | 6,084.22 | 24% |
| 1016200 | 500346 | FACILITY CONTRACT | 950.00 | 950.00 | 0.00 | 0.00 | 950.00 | 0% |
| 1016200 | 500349 | CONTRACTUAL SERVICES | 77,991.00 | 77,991.00 | 38,583.27 | 0.00 | 39,407.73 | 49% |
| 1016200 | 500430 | EQUIPMENT REPAIR & MAINT | 890.00 | 890.00 | 0.00 | 0.00 | 890.00 | 0% |
| 1016200 | 500433 | SOFTWARE MAINTENANCE COST | 36,073.00 | 36,073.00 | 27,042.05 | 0.00 | 9,030.95 | 75% |
| 1016200 | 500434 | BUILDING REPAIR & MAINT | 471.00 | 471.00 | 0.00 | 0.00 | 471.00 | 0% |
| 1016200 | 500444 | OFFICE EQUIPMENT RENTAL | 2,575.00 | 2,575.00 | 1,218.36 | 0.00 | 1,356.64 | 47% |
| 1016200 | 500540 | PUBLICITY/SPECIAL EVENTS | 5,640.00 | 5,640.00 | 2,985.74 | 0.00 | 2,654.26 | 53% |
| 1016200 | 500542 | PRINTING/ADVERTISING | 5,000.00 | 5,000.00 | 4,144.11 | 0.00 | 855.89 | 83% |
| 1016200 | 500545 | MEMBERSHIP / PUBLICATIONS | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0% |
| 1016200 | 500580 | TRAVEL | 3,500.00 | 3,500.00 | 6.16 | 0.00 | 3,493.84 | 0% |
| 1016200 | 500601 | OFFICE SUPPLIES | 8,000.00 | 8,000.00 | 2,332.22 | 0.00 | 5,667.78 | 29% |
| 1016200 | 500602 | POSTAGE/SHIPPING | 12,000.00 | 12,000.00 | 2,958.35 | 0.00 | 9,041.65 | 25% |
| 1016200 | 500625 | OPERATING SUPPLIES | 22,688.00 | 22,688.00 | 23,055.62 | 7,405.43 | -7,773.05 | 102% |

101 GENERAL FUND FY22

AS OF 4/18/2022

| Org | Object | Description | Original Budget | Revised Budget | YTD Expenses | Encumbrances | Remaining Budget | % Used |
|---------------|--------|--------------------------------|---------------------|---------------------|---------------------|------------------|-------------------|------------|
| 1016200 | 500643 | JANITORIAL SUPPLIES | 4,800.00 | 4,800.00 | 1,615.13 | 0.00 | 3,184.87 | 34% |
| 1016200 | 500645 | BOOKS/ PERIODICALS/ PUBLICATIO | 183,340.00 | 183,340.00 | 144,650.19 | 48,358.60 | -9,668.79 | 79% |
| 1016200 | 500660 | VEHICLE FUEL/OIL | 420.00 | 420.00 | 0.00 | 0.00 | 420.00 | 0% |
| 1016200 | 500675 | SMALL FURNISHINGS | 5,500.00 | 5,500.00 | 0.00 | 0.00 | 5,500.00 | 0% |
| 1016200 | 500680 | GIFTS & DONATIONS | 0.00 | 932.00 | 0.00 | 0.00 | 932.00 | 0% |
| 1016200 | 500710 | TELEPHONE | 17,411.00 | 17,411.00 | 10,793.04 | 0.00 | 6,617.96 | 62% |
| 1016200 | 500712 | POWER | 23,000.00 | 23,000.00 | 12,313.94 | 0.00 | 10,686.06 | 54% |
| 1016200 | 500713 | HEATING | 10,730.00 | 10,730.00 | 5,513.83 | 0.00 | 5,216.17 | 51% |
| 1016200 | 500950 | ISC: FLEET MANAGEMENT | 2,316.00 | 2,316.00 | 2,316.00 | 0.00 | 0.00 | 100% |
| 1016200 | 502450 | CASH SHORT/OVER | 0.00 | 0.00 | 0.30 | 0.00 | -0.30 | |
| 1016200 | 507743 | FURNITURE & FIXTURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1016200 | 507745 | POOL SLIDE REFURBISHING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| TOTALS | | | 1,865,047.00 | 1,865,979.00 | 1,114,658.59 | 82,846.60 | 668,473.81 | 60% |

230 GIFT FUND FY22

| Org | Object | Description | AS OF | | 4/18/2022 | | Encumbrances | Remaining Budget | % Used |
|---------|--------|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------|
| | | | Original Budget | Revised Budget | YTD Expenses | | | | |
| 2306200 | 500102 | HOURLY/SEASONAL | 0.00 | 0.00 | 459.63 | 0.00 | -459.63 | | |
| 2306200 | 500111 | OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500125 | TEMPORARY STAFFING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500225 | MEDICARE | 0.00 | 0.00 | 6.63 | 0.00 | -6.63 | | |
| 2306200 | 500250 | WORKERS' COMPENSATION | 0.00 | 0.00 | 18.02 | 0.00 | -18.02 | | |
| 2306200 | 500309 | PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500570 | CC DOWNTOWN FLOWERS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500571 | FACILITY FFE NON-CAPITAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500573 | FACILITY FF FRIENDS NON-CAP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500580 | TRAVEL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500618 | COMMUNITY PROGRAMMING | 2,500.00 | 2,500.00 | 889.27 | 2,500.00 | -889.27 | 36% | |
| 2306200 | 500623 | COLLECTION - FOL | 4,000.00 | 4,000.00 | 0.00 | 0.00 | 4,000.00 | 0% | |
| 2306200 | 500625 | OPERATING SUPPLIES | 10,500.00 | 10,500.00 | 7,080.00 | 6,392.00 | -2,972.00 | 67% | |
| 2306200 | 500630 | CUSTODIAL SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500631 | YOUTH PROGRAMMING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500632 | NATIONAL LIBRARY WEEK | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500635 | NOD \$5 INDIGENT LEGAL SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500636 | LABORATORY EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500639 | MOBILE MAKERSPACE - MATCH | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500645 | BOOKS/ PERIODICALS/ PUBLICATIO | 3,043.00 | 3,043.00 | 3,319.47 | 2,934.47 | -3,210.94 | 109% | |
| 2306200 | 500685 | OPERATING HARDWARE/SOFTWARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 500699 | UNDESIGNATED AMOUNTS | 0.00 | 24,466.00 | 0.00 | 0.00 | 24,466.00 | 0% | |
| 2306200 | 501225 | GRANT - OPERATING SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 501240 | MAKEIT@TWO | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 501241 | PLAYAWAY AUDIO COLLECTION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 501242 | ITS PI TIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 501475 | SUMMER LEARNING PROGRAM | 0.00 | 0.00 | 525.00 | 0.00 | -525.00 | | |
| 2306200 | 502450 | CASH SHORT/OVER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 507743 | FURNITURE & FIXTURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| 2306200 | 593000 | UNRESERVED FUND BALANCE | 2,270.00 | 2,270.00 | 0.00 | 0.00 | 2,270.00 | 0% | |
| | | TOTALS | 22,313.00 | 46,779.00 | 12,298.02 | 11,826.47 | 22,654.51 | 26% | |

275 GRANTS FY22

AS OF 4/18/2022

| Org | Object | Description | Original Budget | Revised Budget | YTD Expenses | Encumbrances | Remaining Budget | % Used |
|---------|--------|----------------------------|-----------------|------------------|------------------|------------------|-------------------|-------------|
| 2756200 | 500101 | SALARIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 500102 | HOURLY/SEASONAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 500111 | OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 500225 | MEDICARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 500230 | RETIREMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 500240 | GROUP INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 500250 | WORKERS' COMPENSATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 501201 | GRANT - SALARIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 501202 | GRANT - BENEFITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2756200 | 501225 | GRANT - OPERATING SUPPLIES | 0.00 | 20,104.00 | 24,939.54 | 10,880.46 | -15,716.00 | 124% |
| 2756200 | 507010 | CAPITAL IMPROVEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | | TOTALS | 0.00 | 20,104.00 | 24,939.54 | 10,880.46 | -15,716.00 | 124% |