

**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, NOVEMBER 15, 2018
4:00 P.M.**

**North Valleys Library
1075 North Hills Blvd #340
Reno, NV 89506**

PURSUANT TO NRS 241.020, THE AGENDA FOR THE TRUSTEES MEETING HAS BEEN POSTED AT THE FOLLOWING LOCATIONS: WASHOE COUNTY COURTHOUSE, WASHOE COUNTY ADMINISTRATION BUILDING, DOWNTOWN RENO LIBRARY, INCLINE VILLAGE LIBRARY, NORTH VALLEYS LIBRARY, NORTHWEST RENO LIBRARY, SIERRA VIEW LIBRARY, SOUTH VALLEYS LIBRARY, SPANISH SPRINGS LIBRARY AND SPARKS LIBRARY. FURTHER, IN COMPLIANCE WITH NRS 241.010, THIS NOTICE HAS BEEN POSTED ON THE OFFICIAL WEB SITE FOR THE WASHOE COUNTY LIBRARY SYSTEM AT www.washoecountylibrary.us; and <https://notice.nv.gov>.

SUPPORT DOCUMENTATION FOR ITEMS ON THE AGENDA PROVIDED TO THE LIBRARY BOARD OF TRUSTEES IS AVAILABLE TO MEMBERS OF THE PUBLIC AT THE DOWNTOWN RENO LIBRARY ADMINISTRATION OFFICE, 301 SOUTH CENTER STREET, RENO, NEVADA AND MAY BE OBTAINED BY CONTACTING TAMI GASTON AT 327-8343 OR tgaston@washoecounty.us. WE ARE PLEASED TO MAKE REASONABLE ACCOMMODATIONS FOR MEMBERS OF THE PUBLIC WHO ARE DISABLED AND WISH TO ATTEND MEETINGS. IF YOU SHOULD REQUIRE SPECIAL ARRANGEMENTS FOR ANY TRUSTEE MEETING, PLEASE CONTACT OUR OFFICE AT 327-8341 24 HOURS PRIOR TO THE DATE OF THE MEETING.

THE LIBRARY BOARD CAN DELIBERATE OR TAKE ACTION ONLY IF A MATTER HAS BEEN LISTED ON AN AGENDA PROPERLY POSTED PRIOR TO THE MEETING. DURING THE PUBLIC COMMENT PERIOD, SPEAKERS MAY ADDRESS MATTERS LISTED OR NOT LISTED ON THE PUBLISHED AGENDA. THE OPEN MEETING LAW DOES NOT EXPRESSLY PROHIBIT RESPONSES TO PUBLIC COMMENTS BY THE BOARD. HOWEVER, RESPONSES FROM TRUSTEES TO UNLISTED PUBLIC COMMENT TOPICS COULD BECOME DELIBERATION ON A MATTER WITHOUT NOTICE TO THE PUBLIC. ON THE ADVICE OF LEGAL COUNSEL AND TO ENSURE THE PUBLIC HAS NOTICE OF ALL MATTERS THE TRUSTEES WILL CONSIDER, TRUSTEES MAY CHOOSE NOT TO RESPOND TO PUBLIC COMMENTS, EXCEPT TO CORRECT FACTUAL INACCURACIES, ASK FOR LIBRARY STAFF ACTION OR TO ASK THAT A MATTER BE LISTED ON A FUTURE AGENDA. THE BOARD MAY DO THIS EITHER DURING THE PUBLIC COMMENT ITEM OR DURING THE FOLLOWING ITEM: "BOARD COMMENT – LIMITED TO ANNOUNCEMENTS, STRATEGIC PLAN ACTIVITY UPDATES OR ISSUES PROPOSED FOR FUTURE AGENDAS AND/OR WORKSHOPS."

THE BOARD OF LIBRARY TRUSTEES CONDUCTS THE BUSINESS OF THE WASHOE COUNTY LIBRARY SYSTEM DURING ITS MEETINGS. THE PRESIDING OFFICER MAY ORDER THE REMOVAL OF ANY PERSON WHOSE STATEMENT OR OTHER CONDUCT DISRUPTS THE ORDERLY, EFFICIENT OR SAFE CONDUCT OF THE MEETING. WARNINGS AGAINST DISRUPTIVE COMMENTS OR BEHAVIOR MAY OR MAY NOT BE GIVEN PRIOR TO REMOVAL. THE VIEWPOINT OF A SPEAKER WILL NOT BE RESTRICTED, BUT REASONABLE RESTRICTIONS MAY BE IMPOSED UPON THE TIME, PLACE AND MANNER OF SPEECH. IRRELEVANT AND UNDULY REPETITIOUS STATEMENTS AND PERSONAL ATTACKS WHICH ANTAGONIZE OR INCITE OTHERS ARE EXAMPLES OF SPEECH THAT MAY BE REASONABLY LIMITED.

THE LIBRARY BOARD OF TRUSTEES MAY TAKE AGENDA ITEMS OUT OF ORDER, CONSIDER TWO OR MORE ITEMS IN COMBINATION, REMOVE ONE OR MORE ITEMS FROM THE AGENDA OR DELAY DISCUSSION ON AN ITEM.

The Board of Trustees may take action only on the items below that are preceded by the words "For Possible Action." The Board will not take action on any other items.

- 1) Roll Call
- 2) Public Comment – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 3) Approval of Meeting Minutes
 - a. *For Possible Action:* Approval of Minutes from the Library Board Meeting of September 19, 2018
- 4) Old Business
None
- 5) New Business
 - a. *For Possible Action:* Approval of Revised Public Library Hours at the Downtown Reno Library, Duncan-Traner Partnership Library, Incline Village Library, and Sierra View Library Effective Monday January 7, 2019
 - b. *For Possible Action:* Acknowledgement of Cash and Non-Cash Donations Received by the Library System Between July 1 and September 30, 2018, for a Total of \$116,596.11
 - c. *For Possible Action:* Recognition of Washoe Impact Award
- 6) Reports
 - a. Library Director's Quarterly Strategic Update
 - b. North Valleys Library Report on Programs, Activities and Operations
 - c. Tacchino Trust Expenditure Update
 - d. Quarterly Financial Report
 - e. Quarterly Statistical Report
 - f. Board Task Record Update
- 7) Staff Announcements - Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda
- 8) Public Comment – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda
- 9) Board Comment – Limited to Announcements, Strategic Plan Activity Updates or Issues Proposed for Future Agendas and/or workshops - *No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda*
- 10) Adjournment

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

**The Board met in regular session at the Sierra View Library, 4001 S. Virginia Street,
Reno, NV 89502**

Chair Alderman called the meeting to order at 4:03 pm.

1) ROLL CALL

Board Members Present: Wendy Alderman, Wayne Holland, Zanny Marsh

Board Members Absent: None

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

Public Present: Friends of Washoe County Library Director Mary Jones

2) PUBLIC COMMENT

None

3) APPROVAL OF MEETING MINUTES

a. APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF AUGUST 15, 2018

Trustees Parkhill and Stoess arrived at 4:05 pm

On motion by Trustee Holland, seconded by Trustee Marsh, motion duly carried, the Board approved the meeting minutes the Library Board meeting of August 15, 2019. All in favor, none opposed

4) OLD BUSINESS

a. LIBRARY DIRECTOR LEADERSHIP TRAINING UPDATE

Assistant County Manager (ACM) Dave Solaro reminded the Board that this agenda item was a follow up to discussion in the May Library Board of Trustee meeting. He stated that Director Scott, Washoe County Human Resources (WCHR) and himself had met to discuss types of training available to create a leadership training program to help in the lower rated areas from the review process. He explained that training available through WCHR are not presented on a regular basis and create an issue of getting this started in a timely manner. ACM Solaro stated that Director Scott suggested reaching out to the University of Nevada Reno (UNR) based upon training provided by them in past Library Staff Days.

Together, in collaboration with Dr. Rebori from UNR, a training packet has been put together that benefits the Library Director, Branch Managers and other library leaders collectively. This training for up to 20 participants is designed to build communication and trust into the relationships between Library leadership team and the Director, develop understanding and awareness regarding administrative limitations/parameters for decision making and help library leadership in making decisions and implementing change.

ACM Solaro recommends the Library Leadership Team to be included in this training opportunity which consists of 360 degree assessment of themselves and others. The cost for the training is \$3,000 for the full program and includes 5 benchmarks and the ability to look back. He anticipates the program could be completed by the end of the fiscal year and plans on providing quarterly updates to the Library Board of Trustees as the program moves forward.

ACM Solaro also addressed the concern raised during public comment in the May meeting regarding the Library Directors status for County and Library mandated trainings. He stated that after conferring with Washoe County Human Resources and the Library Human Resources representative, Director Scott is up to date in all Washoe County and Library Staff required annual training.

Upon questioning by the Board, ACM Solaro clarified that each program participant in the Library Leadership Training Program will take a self-assessment as well as an assessment of the other team members and they will have the ability to look back to see how they see themselves and how others see them. He informed the Board he would report back in January 2019.

Director Scott informed the Board that Dr. Rebori provided training during the Library In-Service day in May 2018. He stated that Dr. Rebori has helped both the Library and County in the past and believes she will be able to help make a difference.

5) **NEW BUSINESS**

a. **APPROVAL TO CLOSE ALL LIBRARIES AT 5 PM ON NOVEMBER 20, DECEMBER 24, AND DECEMBER 31, 2019 AS NOTED ON THE 2019 LIBRARY SYSTEM CLOSURE CALENDAR**

Board Secretary and Library Human Resources Representative Tami Gaston stated the Closure Calendar is based upon contractual County office closures, but includes additional closures that affect individual library branches based upon their open days to the public. She also noted the correction to the Closure calendar for early closure at 5 pm on November 20 should actually be November 27.

Director Scott clarified that the Board is not approving the contractual closures, but the early closures as noted in the agenda item and that the early closure is the day just before major holidays. He also noted that Board approval includes late opening to the public on scheduled Library Staff In-Service Training days.

On motion by Trustee Parkhill, seconded by Trustee Stoess, the Board approved the 2019 Washoe County Library Closure Calendar as presented, to include the correction of November 27, 2019. All in favor, none opposed.

b. **RESIGNATION OF TRUSTEE STOESS AND APPOINTMENT OF TRUSTEE HOLLAND AS THE FRIENDS OF WASHOE COUNTY LIBRARY (FCWL) LIAISON**

Chair Alderman noted that Trustee Stoess requested resignation and Trustee Holland accepted position of liaison.

On motion by Trustee Stoess, seconded by Trustee Holland, the Board approved the resignation of Trustee Stoess and appointment of Trustee Holland as the liaison to FWCL. All in favor, none opposed.

c. APPROVAL OF POSTING EXHIBIT AND DISPLAYS POLICY TO INCLUDE UPDATED VERBIAGE REGARDING DECLINE OF A POSTING, EXHIBIT OR DISPLAY EFFECTIVE SEPTEMBER 20, 2018

The Board reviewed the information submitted in the packet.

Upon questioning by the Board, Director Scott clarified the verbiage change of “managerial staff” to “Library” allows more flexibility to branch staff when receiving requests for posting of exhibits or displays.

After a brief walk through of the process by Trustee Holland, Branch Manager Corinne Dickman informed the Board that Washoe County has specific guidelines for posting of materials in County buildings. She stated that currently, the Library System generally will post art, culture, not for profit and agendas. Agenda posting is done based upon legislative mandate (Open Meeting Law) and is typically done at the Downtown Reno Library more than other branches.

Legal Counsel Dania Reid informed the board that all policies set for Board approval require review through legal before being agendized. She stated these policies were vetted and approved by her personally. She clarified that the verbiage designation of “Library” allows for managerial discretion, appropriate and in line with county policies and state laws delegating to management staff. This allows the director to appropriately staff and carry out, what is largely, a state policy or law.

On motion by Trustee Holland, seconded by Trustee Parkhill, the Board approved the Posting, Exhibit and Displays Policy as presented effective September 20, 2018. All in favor, none opposed.

d. APPROVAL OF LIBRARY EVENTS AND PRESENTERS POLICY TO INCLUDE TITLE CHANGE AND UPDATING POLICY FOR LIBRARY PROGRAMS TO LIBRARY EVENTS EFFECTIVE SEPTEMBER 20, 2018

The Board reviewed the information submitted in the packet.

On motions by Trustee Marsh, seconded by Trustee Parkhill, the Board approved the Library Events and Presenters Policy as presented effective September 20, 2018. All in favor, none opposed

e. APPROVAL OF LIBRARY CARD AND MATERIALS BORROWING POLICY TO INCLUDE UPDATES TO NON-WASHOE COUNTY RESIDENT CARDHOLDERS AND ADDITION OF EDUCATOR CARDS EFFECTIVE SEPTEMBER 20, 2018

The Board reviewed the information submitted in the packet.

Upon questioning by the Board, Director Scott explained past practice for issuing library cards to non-Washoe County residents was based upon a reciprocal borrowing policy between Washoe County Library System and the library of that patron’s residence. This

ITEM 3a

policy became cumbersome to verify and library management believes it is a better practice to allow for non-county residence card availability without barriers. This option allows staff flexibility and access to physical materials for individuals with a permanent residence outside state and county lines who work in or are temporarily living in Washoe County. Additionally, a non-county library card, which allows access to physical materials, maintains contractual database agreements/restrictions imposed.

Sparks Branch Manager Corinne Dickman and North Valleys Branch Manager Jonnica Bowen both addressed the Board providing specific examples of the patronage that will be positively affected by the new policy and briefly explained how those patrons were unable to receive a library card through the reciprocal borrowing policy. They both agreed that the new policy removes barriers and allows access to library materials to the increasing population of individuals temporarily working in or around Washoe County.

Collection Development Manager Debi Stears stated that this policy shows good faith in abiding by the Nevada Revised Statutes (NRS) which states that public libraries will lend physical materials to anyone who resides in the state of Nevada, as well as, honoring database licensing agreements which pay for Washoe County resident use but the databases are not owned by the Library System.

Director Scott and Branch Manager Corinne Dickman also clarified charges and fees for returned materials upon questions from the Board. They clarified that the policy change removes barriers for access including no cost for non-resident card, however, everyone is subject to being charged the full cost of lost materials whether they are a resident or not. Washoe County Library charges no more than the cost of the lost material and has never imposed administrative fees.

Upon questioning about the Overdrive or conditional card, Branch Manager Corinne Dickman clarified that the Overdrive card is intended for electronic materials and the software system verifies addresses to ensure the Library System is abiding by database licensing agreements to residential access only. She explained that the conditional card is a limited access use for minimal item checkout for up to three (3) months to allow time for new patrons to establish a residence to get a regular library card.

Upon questioning by the Board, Director Scott explained that the difference between the regular library card and the Educator Fine Free card is a software designation which allows for staff to ensure educators are not charged fees for late items checked out for professional purposes.

Board comment included appreciation to the Library System for seeing trends and trying to be proactive and for explaining the rationale for the record.

On motion by Trustee Holland, seconded by Trustee Stoess, the Board approved the Library Card and Materials Borrowing Policy as presented effective September 20, 2018. All in favor, none opposed.

f. **APPROVAL OF FINES, FEES AND CHARGES POLICY TO INCLUDE UPDATED CHARGE INFORMATION FOR CARDHOLDERS, REMOVAL OF MEETING ROOM AND E-READER FEES EFFECTIVE SEPTEMBER 20, 2018**

The Board reviewed the information submitted in the packet.

Upon questioning by the Board, Director Scott clarified that none of the policy changes will affect collected fees. He explained that the fine free cards restrict costs related to children's material type and that the areas in which fees are regularly accrued, such as DVD's, are exempt from being fine free as they are not categorized as children's.

Chair Alderman informed the Board that paid fees do not return to the Library budget, but are received by Washoe County General Fund.

On motion by Trustee Parkhill, seconded by Trustee Stoess, the Board approved the Fines, Fees and Charges Policy as presented effective September 20, 2018. All in favor, none opposed.

6) **REPORTS**

a. **SIERRA VIEW LIBRARY REPORT ON PROGRAMS, ACTIVITIES AND OPERATIONS**

Acting Branch Manager Sarah Jaeck highlighted the following from the staff report submitted with the agenda packet:

- Significant changeover in supervisory and higher level staff at Sierra View Library
 - Retirements of Branch Manager, Librarian I, Library Assistant III and Duncan-Traner Librarian
 - New Youth Services Librarian, Library Assistant III, Library Assistant II, Library Aide and new Partnership School Librarian for Duncan-Traner.
- Several staff members presented at the Nevada Library Association (NLA) Conference including a preconference workshop on Makerspace and partnering with Sparks staff to present a Sensory Story Time
- November marks the 30th Anniversary for the Sierra View Library
- Sierra View received a \$500 donation from the Second Baptist Church for Duncan-Traner
- Facility Updates: Seeing some age throughout the library and have had HVAC issues off and on all summer
 - Sierra View is working with Administration on ways to improve appearance with an F,F&E (furniture, fixtures and equipment) replacement schedule
 - Sierra View staff are always looking at better ways to display materials.
- Early Literacy: continuing support of initiatives, includes Stay and Play after Toddler Times for Early Literacy initiatives
 - Supporting Steam initiatives with a variety of programs
 - Sierra View participated in the Summer Lunch Program at Duncan-Traner this summer
 - Upcoming staff pumpkin decorating in October
- Outreaches and Tours: Kids Cottage twice a month and Sierra View is looking at expanding preschool outreaches

Upon questioning by the Board, Acting Branch Manager Sarah Jaeck clarified the following:

- Sierra View Library is currently open to the public seven (7) days a week

- Duncan-Traner Library is open to the public five (5) days a week
- Sierra View Library statistics is tracking about the same for computer use, but is seeing that Mondays are busier than Sundays. Based upon that and the changes in weekend mall traffic, the Sierra View Library is looking to close on Sunday and increase Monday hours as the mall traffic is generally Monday through Friday and people are not able to access the library in the morning hours.

b. **MONTHLY TECHNOLOGY UPDATE**

Systems Librarian Nancy Keener provided a written report at the meeting that has been attached to the packet, updating the Board on the following:

- The Library System is working towards installation with the Automated Materials Handling (AMH) vendor. The vendor is having to re-measure the areas due to an error on their end in the initial measurements
- Nancy and 3 other staff members attended KohaCon 2018 conference in Portland, Oregon. Members of Koha-US, a non-profit organization of libraries using Koha, will be handling development ideas for Koha software and are looking at getting funding. They were able to meet and explain the necessity of creating and moving forward with the Koha-US non-profit to other KOHA users. Nancy Keener is currently a member of the Koha-US Development Committee. Members attending the conference were able to meet and talk with the KOHA original software developer.
- Systems staff trained several library staff members on how to use virtual reality (VR) equipment. The Vive (bigger system) units have been configured and ready for use as well as the smaller portable Oculus Go units to be used at outreaches. South Valleys, Sierra View and North Valleys have already been using them.

Upon questioning by the Board, Systems Librarian Nancy Keener clarified the VR plan includes purchasing more equipment with the intent for each branch to have their own set of VR items. The Oculus Go units range in price from \$250 for the headsets, \$300 for the Oculus Rift and \$1,400 for the Vive. VR programs are purchased individually by Systems staff and added to the units.

c. **TACCHINO TRUST EXPENDITURE UPDATE**

Director Scott stated there were no expenditures in August and that the Library System is still waiting for the second payment check.

Upon questioning by the Board, Tacchino funding for the Downtown Reno renovations are currently available for when the renovation takes place. He stated the second half of the trust that is still pending will cover the renovations and materials for Northwest Reno and Sparks Libraries.

d. **KNPB PARTNERSHIP/MARKETING REPORT**

Director Scott referred to the staff report for coverage information from June through July 2018. He informed the Board that the Library System also has a document that shows every show it. KNPB aired daily, showing that KNPB provided valuable air time that reached a large market covering all of Nevada and not just Washoe County.

Upon questioning from the Board, Director Scott stated that not only did the Library System send a thank you letter, but have also reciprocated and included them on the 7,500 Summer Reading Brochures distributed throughout the communities.

7) STAFF ANNOUNCEMENTS

Development Officer and PIO Andrea Tavener thanked Trustee Stoess for her dedication while appointed as liaison to FWCL and welcomed Trustee Holland.

Development Officer and PIO Andrea Tavener informed the Board that the Summer Reading Program brochures were submitted to the Public Relation Society for America, Sierra Nevada Chapter for an opportunity to win the Silver Spike award. The Library System will be notified in November. She also advised the Board that the Early Literacy Program (includes Storytimes, outreach, Summer Reading Program, Winter Reading program, etc) were submitted to Washoe County Impact Awards, an County employee/program recognition program. The Library System will be notified in October for this.

8) PUBLIC COMMENT

None

9) BOARD COMMENT

Trustee Parkhill stated he would like the Task Update Chart included in the agenda for discussion or to review tasks during the meetings. He also stated he would like to extend a Kudos" to Branch Manager John Crockett for hosting Tahoe Talks. Trustee Parkhill took part in the last Tahoe Talks as a panel member and stated it was well run and that Johan was good with the technology.

Trustee Holland handed out two (2) documents for information to the Trustees: FWCL Allocations to Washoe County Library from 1981-2017, and Branch Book Sales from July 2017-June 2018.

Upon questioning by Trustee Parkhill, Legal Counsel Dania Reid suggested that if he was able to get any answers to questions offline, then he should do that before creation of an agenda item for discussion.

Upon questioning by Trustee Marsh regarding opportunities for patrons to benefit from the private sector by using their library cards such as the TedX event last year, Director Scott stated that the Library has a good relationship with the chamber and will talk to them.

Trustee Holland stated the Grand Opening of the Quad was great.

Chair Alderman suggested to the Trustees that if they opportunity to attend any of the makerspaces, they should do so.

10) ADJOURNMENT

Chair Alderman adjourned the meeting at 5:07 pm.

TO: Library Board of Trustees

FROM: Jeff Scott, Director

RE: Approval of Revised Public Hours at the Downtown Reno Library, Duncan-Traner Partnership Library, Incline Village Library and Sierra View Library effective Monday January 7, 2019

DATE: November 15, 2018

Background: Washoe County Library Management is requesting revision of public hours at the Downtown Reno, Duncan-Traner, Incline Village and Sierra View Libraries. Approval of these revisions increases hours in three of the branches, including the addition of 7-day service at the Downtown Reno Library. As mentioned prior, closure of Sunday public hours at the Sierra View Library would increase library usage by expanding Monday hours to this branch.

The revised changes are as follows:

| Branch | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Total Hours |
|-----------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------|
| Incline Village – Current | 11 - 6 | 11 - 6 | 11 - 6 | 11 - 6 | 11 - 6 | CLOSED | CLOSED | 35 |
| <i>Incline Village – Proposed</i> | <i>11 - 6</i> | <i>11 - 7</i> | <i>11 - 6</i> | <i>11 - 6</i> | <i>11 - 6</i> | <i>CLOSED</i> | <i>CLOSED</i> | <i>36</i> |

| Branch | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Total Hours |
|---------------------------------|--------------|--------------|-----------------|--------------|---------------|---------------|--------------|-------------|
| Duncan-Traner – Current | 3 - 6 | 3 - 6 | 3 - 6 | 3 - 6 | CLOSED | CLOSED | 1 - 5 | 16 |
| <i>Duncan-Traner – Proposed</i> | <i>3 - 6</i> | <i>3 - 6</i> | <i>2:30 - 6</i> | <i>3 - 6</i> | <i>CLOSED</i> | <i>CLOSED</i> | <i>1 - 5</i> | <i>16.5</i> |

| Branch | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Total Hours |
|---------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------|
| Downtown Reno – Current | 10 - 6 | 10 - 6 | 10 - 6 | 10 - 6 | CLOSED | CLOSED | 10 - 5 | 39 |
| <i>Downtown Reno – Proposed</i> | <i>10 - 6</i> | <i>10 - 6</i> | <i>10 - 6</i> | <i>10 - 6</i> | <i>10 - 6</i> | <i>10 - 2</i> | <i>10 - 2</i> | <i>48</i> |

| Branch | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Total Hours |
|-------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------|-------------|
| Sierra View – Current | 1-6 | 10-6 | 10-6 | 10-6 | 10-6 | 10-5 | 1-5 | 48 |
| <i>Sierra View – Proposed</i> | <i>10-6</i> | <i>10-6</i> | <i>10-6</i> | <i>10-6</i> | <i>10-6</i> | <i>10-5</i> | <i>CLOSED</i> | <i>47</i> |

Recommendation and Suggested Motion: Approve the revised public hours at the Downtown Reno, Duncan-Traner, Incline Village and Sierra View Libraries as set forth in the staff report, effective Monday, January 7, 2019.

TO: Washoe County Library Board
FROM: Andrea Tavener, Development and Public Information Officer
RE: Acknowledgement of Cash and Non-Cash Donations Received by the Library System Between July 1 and September 30, 2018 for a Total of \$116,596.11
DATE: November 15, 2018

Background: Washoe County Library System receives monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by Library staff and the public and are normally brought to the Board on a quarterly basis.

In this acknowledgment, the list includes the names of donors from July 1, 2018 – September 30, 2018. The attached document identifies all cash donations and grants totaling \$116,596.11 and in-kind support.

Recommendation: Staff recommends that the Trustees accept the attached report and acknowledge the named library supporters for the first quarter of Fiscal Year 2018-2019.

We receive monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by the Library Board of Trustees, staff and the public. The list includes the names of donors from July 1, 2018 through September 30, 2018.

Cash Donations: \$ 19,596.11

- SP/TS: JoD Davison in Memory of Ester Faircloth (\$50.00 for Adult Library Materials for Sparks Library)
- SYS/TS: Christine Fuetsch, Dickson Realty (\$250 a memorial in remembrance of Margaret Olsen for Systemwide books and materials)
- SYS/TS: Gary R. Rice (\$100 for Systemwide Library Books and materials)WCLS Trustee Wayne
- SYS/TS: Holland (\$100 for Systemwide books and materials)WCLS
- SYS/TS: Trustee Wayne Holland (\$100 for Systemwide books and materials) (2nd donation)
- NW/NW: FWCL Second Quarter 2018 SHP donation to Northwest Reno Library (\$823.00)
- SYS/TS: FWCL/bequest from estate of Randall A. Aubert (\$12,257.27) for Systemwide adult hard-cover books)
- NW/TS: Jewish Nevada (Formerly Jewish Federation of Las Vegas) (\$500 for materials for Shia Szrut Holocaust Studies Memorial Collection at Northwest Reno Library.)
- NW/TS: Carolyn Misumi (\$1,000.00 for Library Materials for Northwest Reno Library)
- SV/TS: Juanita Mitchell (\$20 for books and materials for Sierra View Library)
- DT/DT: Second Baptist Church (\$1000.00 for Duncan-Traner Library) – posted to ledger next quarter on 10/3
- SO/SO: Susan Stewart (\$50 for South Valleys Library)
- IV/TECH: Rotary Club of Tahoe Incline (\$3,345.84 Virtual Reality Grant for Incline Village Library)

GRANTS: \$97,000.00

- SYS/SYS: Automated Materials Handling Grant from State of Nevada (\$96,000.00 for Sparks Library and South Valleys Library)
- NW/NW: FWCL/grant for ALA Exhibit @ Northwest Reno Library (\$1,000)

| | CASH DONATIONS | | | | | GRANTS | | TOTAL |
|--------------|----------------|--------|----------|--------|------------------|------------------|--|-------------------|
| CC | | | | | | | | 0.00 |
| SYS | 250.00 | 100.00 | 100.00 | 100.00 | 12,257.27 | 96,000.00 | | 108,807.27 |
| Tech | | | | | | | | 0.00 |
| TS | | | | | | | | 0.00 |
| DT | 1,000.00 | | | | | | | 1,000.00 |
| IV | | | | | 3,345.84 | | | 3,345.84 |
| NV | | | | | | | | 0.00 |
| NW | 823.00 | 500.00 | 1,000.00 | | | 1,000.00 | | 3,323.00 |
| RN | | | | | | | | 0.00 |
| SC | | | | | | | | 0.00 |
| SO | 50.00 | | | | | | | 50.00 |
| SP | 50.00 | | | | | | | 50.00 |
| SS | | | | | | | | 0.00 |
| SV | 20.00 | | | | | | | 20.00 |
| VE | | | | | | | | 0.00 |
| TOTAL | | | | | 19,596.11 | 97,000.00 | | 116,596.11 |

| <u>KEY</u> | | |
|-----------------------------|---------------------|----------------------|
| CC – Children’s Coordinator | SYS – Systemwide | TECH - Technology |
| TS – Technical Services | DT- Duncan-Traner | IV – Incline Village |
| NV – North Valleys | NW – Northwest Reno | RN – Downtown Reno |
| SC – Senior Center | SO – South Valleys | SP – Sparks |
| SS – Spanish Springs | SV – Sierra View | VE - Verdi |

Non-Cash Donations

NV/Item: Carolyn Bidwell (Yarn donation to North Valleys Library)
CC/Training: Children's Cabinet, Marty Elquist (Provided staff training at Youth Services Team annual retreat)
RN/Program: Downtown Dance Collective (Dance programs @ Downtown Reno Library during Destination Dance)
SS/Item: Kimmie Candy (5 lbs of chocorocks for end of year SRP party @ Spanish Springs Library)
SYS/Service: KNPB (Free Systemwide Library Programming Ads valued at \$8,360.00)
CC/ Service: KNPB (provided a meeting space for Youth Services Team annual meeting.)
RN/Program: Sierra Nevada Journeys (Family Science Afternoon program @ Downtown Reno Library)
SO/Program: Truckee Meadows Parks Foundation (STEAM program @ South Valleys Library)
IV/Service: Lainie Vreeland (SRP Window Mural @ Incline Village Library)

KEY

| | | |
|------------------------------------|----------------------------|-----------------------------|
| <i>CC – Children's Coordinator</i> | <i>SYS – Systemwide</i> | <i>TECH - Technology</i> |
| <i>TS – Technical Services</i> | <i>DT- Duncan-Traner</i> | <i>IV – Incline Village</i> |
| <i>NV – North Valleys</i> | <i>NW – Northwest Reno</i> | <i>RN – Downtown Reno</i> |
| <i>SC – Senior Center</i> | <i>SO – South Valleys</i> | <i>SP – Sparks</i> |
| <i>SS – Spanish Springs</i> | <i>SV – Sierra View</i> | <i>VE - Verdi</i> |

We strive to ensure that our donors and supporters are recognized accurately. If we have inaccurately not listed you, or if a mistake has been made, please let us know so we can correct it. Thank you!

TO: Library Board of Trustees
FROM: Andrea Tavener, Public Information and Development Officer
RE: Recognition of Washoe Impact Award
DATE: November 15, 2018

Background: Beginning in 2017 Washoe County Manager Slaughter and the Commission recognizes departments and programs that exemplify a commitment to excellence and present awards in 4 distinct categories: Integrity, Quality Public Service, Effective Communication, and the Manager's Choice for Commitment to Excellence Award. Along with the Awards, County Manager Slaughter also presented the 2017-2018 Washoe County Annual Report.

At the direction of Director Scott, an application was submitted to the County on behalf of the Washoe County Library System. In 2017 an application was submitted for the Summer/Winter reading programs. And although not selected at that time as winners, the programs were selected as finalists in 2017.

In 2018, the application was submitted as a part of the Washoe County Library Systems strategic plan including the reading programs, but focusing on all early literacy offered by the Library System.

The Washoe Impact Awards for 2018 were held on October 18, 2018, and the Washoe County Library System was selected to receive Manager's Award for Commitment to Excellence: Early Literacy/Reading Programs.

The application submitted for 2018 is attached.

Recommendation: Staff recommends that the Trustees recognize the Washoe County Impact Award received by the Washoe County Library System "Manager's Award for Commitment to Excellence: Early Literacy/Reading Programs.

Program Nominating: Early Literacy Programming/Reading Programs

Program Information: Quality Public Service

Name: Tavener, Andrea **Email:** ATavener@washoecounty.us

Name of all employees involved in program: Scott, Jeff; Dalusung, Joan; Weinert, Beate; Andrews, John; Tavener, Andrea; Molina, Jennifer; MacMillan, Jana; Hemingway, Jamie; Brown, Samantha; Burke, Leslie; Garcia, Melisa; Giles, Emily; Kenneston, Theresa; Larsen, Pamela; Mongolo, Amanda; Reed, Rebecca; Tiar, Morgan A.;

Please share in 250 words or less the program being nominated and how it applies to the Award Category: "Washoe County Library System's Early Literacy Programs include Families, Summer and Winter Reading Programs and Story Times and Toddler Times, and those are about much more than fun. We also offer a sensory story time. Our literacy programs are being nominated for the Quality Public Service category because early literacy initiatives implemented by the Library System have a direct positive impact to our entire community. Reading and early literacy programs including the summer and winter programs, and all our story times increases student and child academic achievement, and encourages family bonding through the love of reading.

All of our early literacy programming encourages kids of all ages to read whatever interests them, which helps instill a love of recreational reading. Reading throughout the winter and summer ensures that students start their next school or semester year prepared and ready to learn.

The Library Systems Early and Family Literacy Programming and all of its associated activities are free, offering everyone safe, educational opportunities throughout the year.

Our programs are promoted throughout the year, and its success is measured through the thousands of minutes Washoe County children read. Washoe County children succeed because of the dedicated staff who promote our literacy efforts and all of our associated activities and programs.

How does this program strive for continued and consistent effort to spend taxpayer dollars wisely and efficiently? Recognizing that public libraries play a significant role in helping to close the achievement gap in school performance, we think you'll agree that Washoe County Library System's early literacy programming is the best value around! Frequent use of the library, and our effective outreach and collaborations with and by our community turns their small tax payment into thousands of dollars' worth of services each year. Early literacy and reading programs play an integral role in the education community by helping children maintain and gain reading skills. They engage families in public library programs to promote early childhood literacy. Washoe County Libraries have invested more money in early literacy programming and including all our reading programs—especially in our public libraries that serve children and families in economically depressed areas. Finally, we are conducting effective marketing

campaigns to parents of school-age children so that they understand the importance of their children participating in literacy activities, and reading programs and other out-of-school library activities. The early literacy initiatives and reading programs direct our financial and human resources into the development and marketing of our programs and services. We also actively seek outside funding to support these early literacy initiatives, programs and services. The majority of the costs are paid through generous private, corporate, and community grants and through the help of the wonderfully successful Friends of Washoe County Library group.

How does this program go above and beyond normal expected duties? Washoe County Libraries play a unique role in our community by directly supporting and advancing the educational achievement of our citizens. Early Literacy and reading programs are offered by 95.2 percent of public libraries in the United States. For years, public librarians have designed early literacy and reading programs to create and sustain a love of reading in children and to prevent the loss of reading skills, which research shows often, occurs, during breaks during the school year. Washoe County Library System, through our early literacy initiatives and programs, puts free books into the hands of children. Our reading programs are unique in this regard. With the support of outside funding, children receive a brand-new book when they sign up for reading programs, and earn additional books as they complete levels of reading. By reading books of their choice, children are encouraged to love reading, and are also rewarded for their persistence. Access to books and library programs results in more reading, which, in turn, results in improved reading skills. We collaborated with a variety of agencies and organizations and provided early literacy outreach programs at preschools, family shelters including Step 2, Children's Cabinet, and Washoe County School District, Washoe County Social Services including the Kids Kottage, and Parks Departments, Head start and preschool classrooms, and the Nevada Museum of Art.

How does this program foster an open an accountable practice of user-friendly government? The Washoe County Library System provides free, exemplary public service and is open to all, offer a user-friendly website, convenient hours and locations, and operate as a cohesive team. Our library system's friendly and knowledgeable staff effectively anticipates and reacts to user's needs for easy and convenient access to the library's collections, resources, programs and services, including all of the early literacy programing that include the reading programs and story times. Our daily goal is to eliminate any physical, technological, or fiscal barriers between our patrons and the information, resources, programs, or services they need. The Washoe County Library System promote our literacy programs throughout the community by visiting schools, marketing through the library's website, partnering for free PSA's provided by KNPB and PBS kids , local radio and television stations, and local newspapers to ensure that everyone knew about the opportunities available at the Washoe County Library System. We stay on top of online collections, new library programs, websites, and more. We continually strive to make

these and other components of our library system better, and make life easier for the people that visit our libraries. Our team of library staff are well trained, knowledgeable, friendly, and consistent. We have designed and marketed our libraries in a way that makes people want to use them. Our reading program registrations are available online, and participants can log reading, earn digital badges, and play educational mini-games in between visits to the library, allowing for greater participation and engage

Please share program successes and achievements with measurable and tangible results?

Literacy development starts early in life and is highly correlated with school achievement. All of the domains of a child's development —physical, social-emotional, cognitive, language and literacy—are interrelated and interdependent. The more limited a child's experiences with language and literacy the more likely he or she will have difficulty learning to read. Key early literacy predictors of reading and school success include oral language, Alphabetic Code, and print knowledge. Well-conceived standards for child outcomes, curriculum content, and literacy preparation help establish clarity of purpose and a shared vision for early literacy education. Library staff's knowledge, respect and support for the diversity of children's families, cultures, and linguistic backgrounds are important in early literacy development. A growing body of evidence shows that early learning experiences are linked with later school achievement, emotional and social well-being, fewer grade retentions, and reduced incidences of juvenile delinquency and that these outcomes are all factors associated with later adult productivity. Other research has identified key predictors for reading and school success. An analysis of the research literature indicates specific skills and abilities of children ages birth through 5 years that predict later reading outcomes. Learning to read and write is an ongoing process from infancy. Contrary to popular belief, it does not suddenly begin in kindergarten or first grade. From the earliest years, everything that we do to support children's language and literacy is critical.



WASHOE COUNTY
LIBRARY SYSTEM

Washoe County Library System Strategic Plan Update

Jul-Sep 2018




Connect

Gather

Explore

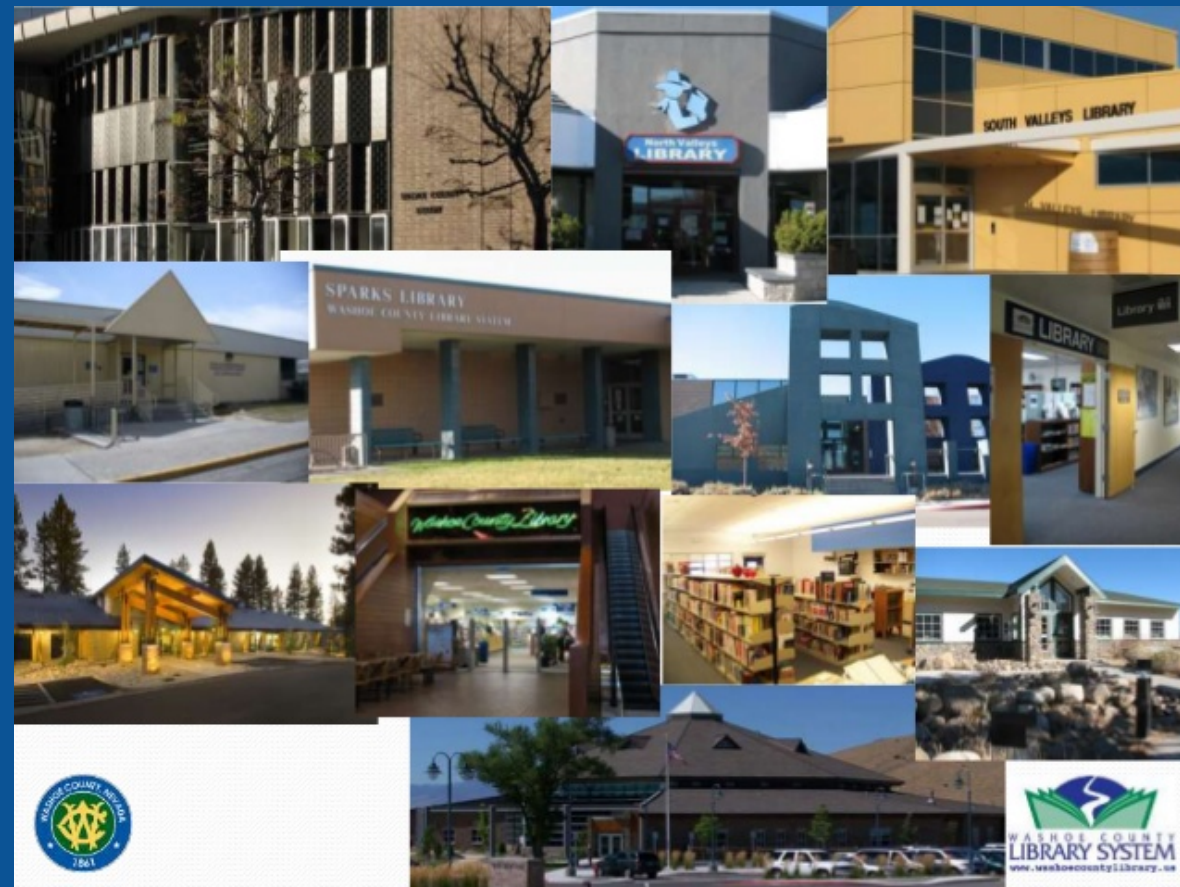


Strategic Initiatives

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

Community Hub

- **Furniture Fixture and Equipment Assessment/Budget**
 - Assessment Completed by Branches/Budget Being Developed
- **Security Guard Review**
 - Working with Ben West new County Security Administrator to ensure library safety/audit
- **AED/NARCAN**
 - Installed and ready with training and further training coming
- **Janitorial Services Review**
 - In Progress



Grow Young Readers

- **Review Stay and Play**
 - Details have been provided by branches; assessment and creation of budget in the process
- **Review Bi-Lingual Services**
 - Ad hoc group has been established; folder created on the shared drive; next steps pending
- **New Book Status for Children's Books**
 - New children's books now arrive from the vendor with a "NEW" label, making it easier for branch staff and patrons alike to see what the latest books are. With the coming influx of materials made possible through Tacchino funds and Give the Gift of Reading funds, all branches are busily making room for thousands of new children's materials.
- **Outreach to Schools/Early Literacy Assessment:**
 - Branch Service Area spreadsheet has been updated to include Head Starts and various early literacy facilities
 - Preliminary map in progress of WCSD schools (schools color coded Green=5 stars, Red=1 Star) WCLS included in layers to easily identify gaps in respective Service Areas and better target WCLS efforts based on need. Washoe County School District



Grow Young Readers

- **Increase Outreach**
 - Spreadsheet has been created to identify all outreach efforts to better track and compare the extent of WCLS reach and to better identify gaps
 - Branches are in process of back filling statistics from July 1, 2018. Spreadsheet will track FY 7/-6/30
- **Parenting Classes:**
 - Children's Cabinet, as a Grade Level Reading Coalition partner, has been identified as the best partnering organization to provide quality parenting classes. In process of identifying ideal locations and convenient times for community in addition to planning in advance enough to align with our 4-6 month planning schedule; scheduling pending



Express Creativity

- **LSTA/Digital Makerspace Grant**
 - (Grant not awarded, new cycle coming up)
- **Maker Trends/Carson City Visit**
 - (Carson City guidance was invaluable)
- **Tech Survey/Identify Tech Stakeholders**
 - RTT conducted online and paper technology education surveys April, 2018 with 638 responses.
 - Based on Feedback we provided
 - downloadable ebook/audiobook classes at South Valleys Library and Downtown Reno Library in October, 2018.
 - We are developing classes on Microsoft Excel, Internet Security, and a Genealogy Series, which are scheduled at various libraries beginning in January, 2019.
 - Tech stakeholders are identified as the Senior population, which potential expansion into supporting those seeking jobs and workforce development.



Express Creativity

- **Koha Upgrades:**
 - Upgraded July
 - Next Upgrade November
 - 12 new features, 257 enhancements and 360 bug fixes.
 - Circ Team to submit software enhancement To Koha which will be reviewed in January and June by the Koha-US Development Team.
- **Computer Use Benchmark**
 - Novabench software will establish a baseline for stats as part of the public computer refresh



Express Creativity

- **Wi-Fi Review/Reach/Deadspots/Counting Users**
 - Washoe County is replacing existing wireless equipment currently.
- **Broadband speeds last month were as follows:**
 - RN 260 MB Down 17 MB Up
 - IV 98 MB Down 11 MB Up
 - DT 98 MB Down 7 MB Up
 - NV 450 MB Down 20 MB Up
 - NW 370 MB Down 19 MB Up
 - SC 30 MB Down 10 MB Up
 - SO 390 MB Down 18 MB Up
 - SS 220 MB Down 24 MB Up
 - SV 410 MB Down 21 MB Up
 - VE 5.5 MB Down 668Kbps up
 - GE 15 MB Down 15 MB Up
 - Our broadband vendor guarantees 400 MB 80% of the time in the large branches.
 - Efforts to set up Wi-Fi session counting have been hampered by the county not allowing us to open necessary ports. Negotiations for access are ongoing and look positive, just not timely.



Express Creativity

- **Artown Engagement**
 - Summer Reading Brochure
- **Regional Maker Network**
 - MiniMakerFaire coincided with Conference
- **Library Database Review (Debi)**
 - With Reference Technology Team completed a review of our database offerings. We investigated language learning software programs and elected to continue our subscription to Mango but dropped the Little Pim program due to low use. The new state database package offered several enhancements over the previous contract including adding Computer Source, History Reference Center, Points of View Reference Center, and Reference Latina.



Know Your Community

- Literacy Services as Referral
 - Working with United Way
- Expand Tahoe Talks
 - Tabled until February 2019
- Expand UNR Extension Programs
 - Tabled until February 2019
- Curated List of Resources
 - Reference Technology Team will focus on this starting in December, 2018.
- Review Volunteer Resources
 - Tabled to February
- Review Marketing Efforts
 - Delayed due to Winter brochure
- Community Referrals/RTT
- Washoe County Library Wants You to Know
 - Tabled until February 2019





WASHOE COUNTY
LIBRARY SYSTEM

Thank you!

Connect

Gather

Explore



North Valleys Library

Report to Library Board of Trustees
November 15, 2018

Prepared by Jonnica Bowen, Branch Manager

Washoe County Library is a Community Hub

ITEM 6b

WCLS Provides:

- Opportunities for connection
- Welcoming & well maintained spaces
- A welcoming and safe environment
- Meeting room space with relevant equipment & resources
- Dynamic spaces to maximize community access

Girl Scouts Gather at North Valleys (Jan. 2018)



Washoe County Library is a Community Hub: Dungeons & Dragons Guild Gather at North Valleys (Feb. 2018)



Washoe County Library is a Community Hub: Families gather at North Valleys Library (Apr. 2018)



Washoe County Library is a Community Hub

North Valleys progress towards objectives:

- Meeting Room: Keyless Entry installed
- Review of meeting room technology completed
 - Plan developed for upgrades
- Furniture, Fixtures, equipment review completed
- AED/NARCAN/First Aid Training

Families Gather for Game Night Event (weekly)

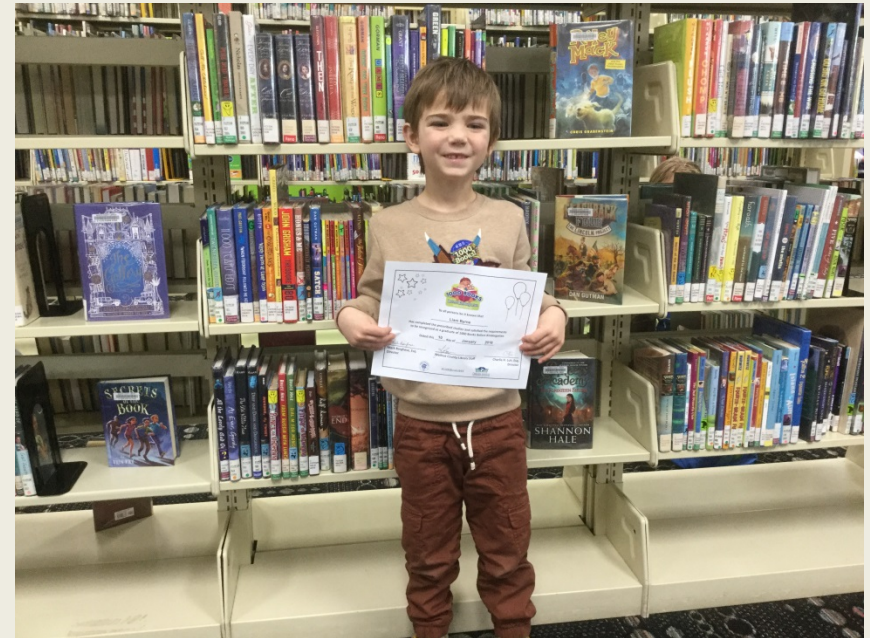


Washoe County Library Grows Young Readers

WCLS Provides:

- Collections to support young readers
- Encourages family support of early literacy
- Builds a bridge to education from birth to school
- Instills a love of reading & learning

Liam Byrne earned his 1,000 Books Before Kindergarten certificate (Jan. 2018)



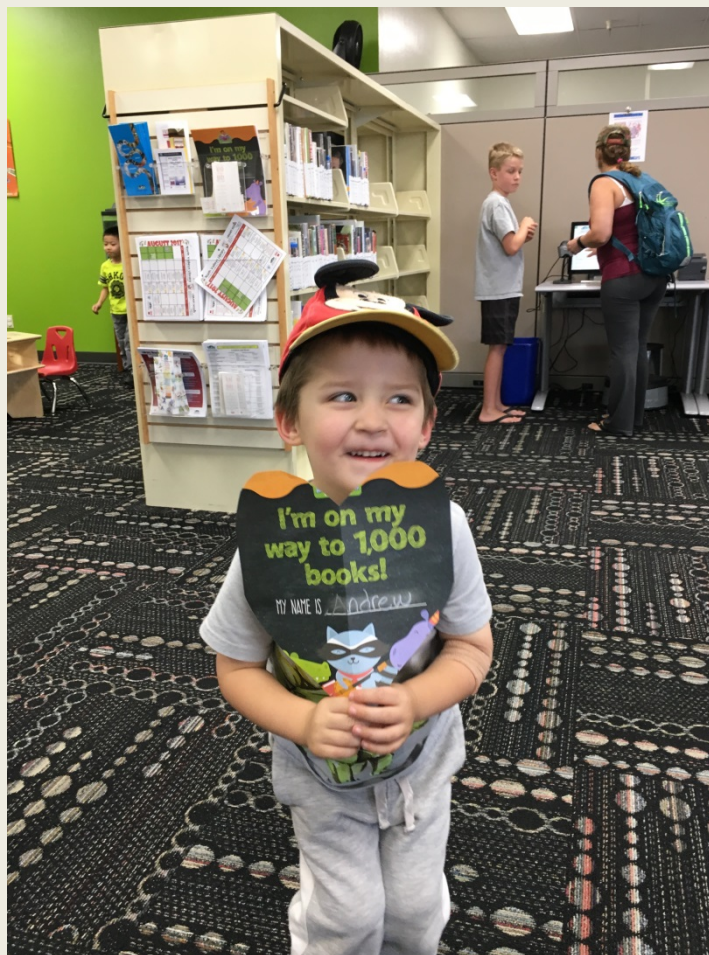
Washoe County Library System Grows Young Readers

Family gathers for Bilingual Story Time (Nov. 2017)

Families engage at Toddler Time (Aug. 2018)



Washoe County Library System Grows Young Readers



Andrew turns in his 1,000
Books reading log
(Nov. 2017)

Washoe County Library

Grows Young Readers

North Valleys Library progress towards objectives:

- Front line staff training for providing friction free experience
- Ramped up outreach to schools to issue cards
 - Reached 1,934 people Aug.-Oct. 2018
 - Issued 308 new student cards Aug.-Oct. 2018
- Front line advocacy to support educators
- Front line advocacy for databases
- Total 212 sign-ups for Winter Reading Program 2017-2018
- Easy multi-generational access to collection
- Longer check-outs
 - Get to know customer due to service model = homebound settings

Washoe County Library Grows Young Readers

North Valleys Library progress towards objectives:

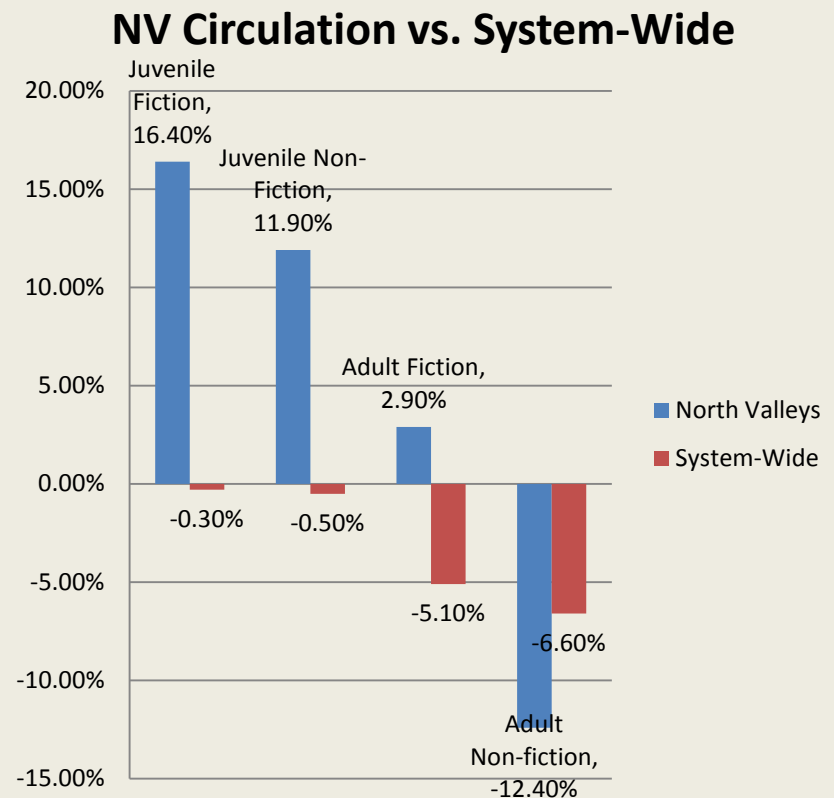
- Support teachers and Educators
 - Library tours
 - Information literacy instruction
 - Outreach
 - Front line advocacy
- Facilitated first year of Summer Lunch Program Jun.- Aug. 2018
 - Second highest number of lunches served: Total 357
- New early literacy community partnerships:
 - Step2
 - Sun Valley Head Start
 - Reno-Stead Airport
- Support children in transition
 - Front line friction free experience
 - Step2 outreach (story time)

Washoe County Library Grows Young Readers

North Valleys Library progress towards objectives:

- Train staff to enhance Readers' Advisory to encourage a love of reading
- Encourage patrons to go beyond Accelerated Reader (AR) score
- All staff will know the collection by May 2018

North Valleys Service Model supports these objectives:



Washoe County Library Provides Opportunities to Express Creativity

WCLS will provide:

- Access to creative experiences
- Opportunities to experience 21st century skills

Young patron plays the cymbal at Uncommon Instrument Day (Jul. 2018)



Washoe County Library Provides Opportunities to Express Creativity

Patron views an art quilt on display at North Valleys (Jul. 2018)

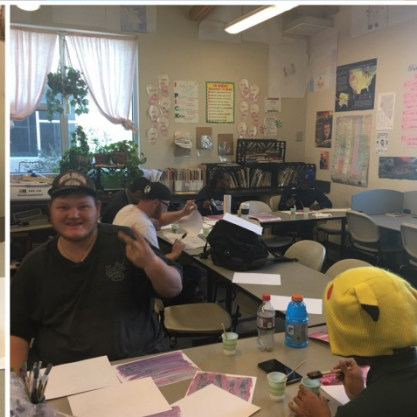


Young patron was inspired by art on exhibit at North Valleys and created her own t-shirt interpretation (Sep. 2018)



Washoe County Library Provides Opportunities to Express Creativity

Sierra Nevada Job Corps Students get creative with science and learn about invisible ink



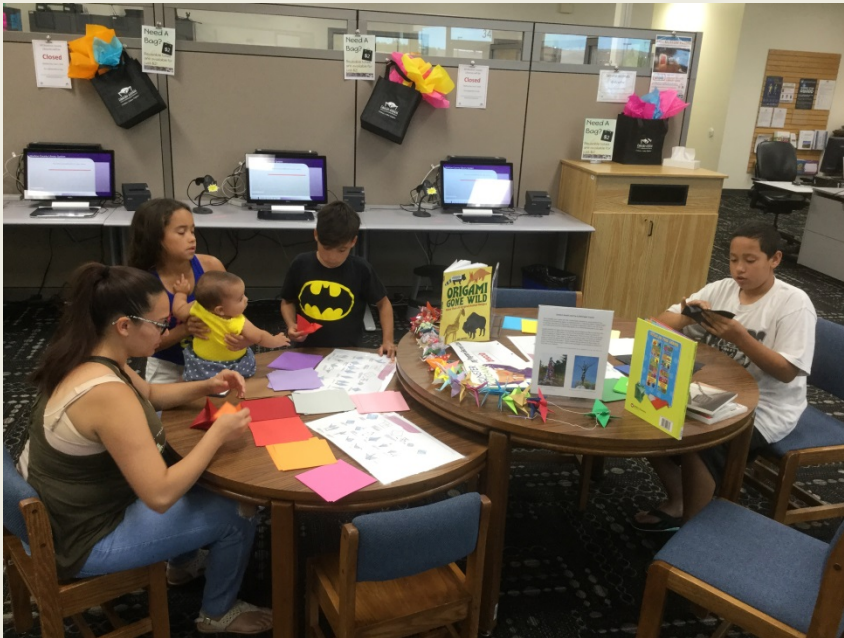
Audiences were dazzled by Maya Solei Traditions dancers at North Valleys (Apr. 2018)



Washoe County Library Provides Opportunities to Express Creativity

Patrons experience the creativity of making origami from the WCLS Idea Box

Young man learns how to tune-up his bike at North Valleys Fix-It Clinic (Sep. 2018)



Washoe County Library Provides Opportunities to Express Creativity

North Valleys progress towards objectives:

- Integrated use of Idea Boxes into monthly STEAM events
- Opened gallery space to the public, Spring 2018
- Front line advocacy of Discover & Go services
- Hosted first Fix-It Clinic
- Reference services are supported by service model
- Resumed series of speaker presentations on arts & culture topics
- Support Maker Services:
 - Staffing at The Quad
 - Maker events at North Valleys
 - 3D printer at North Valleys
 - Front line advocacy marketing
- Higher engagement with Art own:
 - Art quilt exhibit July 2018
 - Film Noir showings July 2018
- Check that WiFi reaches all areas of building
 - Under review for upgrades by Washoe County IT

Washoe County Library Wants Residents to Know Their Community

WCLS is:

- Dedicated to growing a well-educated community
- Is a trusted source for local information

Library outreach is a priority at North Valleys



Washoe County Library Wants Residents to Know Their Community

Speaker Series Presents: Terri Farley & Shannon Windle on Wild Horses in Nevada (Jul. 2018)

Library Assistant, Linnae Ruesch, reads to families at Meet the Turkeys outreach (Nov. 2017)



Washoe County Library Wants Residents to Know Their Community

North Valleys team co-facilitated the first annual Santa Fly-In event at the Reno-Stead Airport (Dec. 2017)



Washoe County Library Wants Residents to Know Their Community

North Valleys progress towards objectives:

- Regular presence at Neighborhood Advisory Board meetings
- Service model supports getting to know the customer
 - Connect them to resources at the time of need
 - Community resources binder
- On-going Speaker Series
- Staff training and engagement in and outside of work
 - Washoe County Leadership Committee
 - Washoe County certificate programs
 - Outreach within organization

Looking to the Future

North Valleys Library is developing new events, services, experiences

- 3D printing
- Virtual Reality Experiences
- STEAM events & partnerships
- Maker events
- Expanded gallery space
- Outreach to service area business & new residents
- Expanding school aged outreach
 - Pre-K; Middle & High School



TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Tacchino Trust Expenditure Update
DATE: November 15, 2018

Background: The Library Board of Trustees receives regular monthly updates regarding the status of expenditures from the Tacchino Trust bequeathment to the Washoe County Library System.

There were no expenditures from Tacchino Trust funds for the months of August and September 2018. Tacchino Funds expended half of the funds required for the materials handler units for a total of \$50,790 in July.

To date, Tacchino Trust funds spent for Downtown Reno Library remodel and Children's Materials \$112,970.12.

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

1st QUARTER FINANCIAL REPORT

July 1- September 30, 2018

| FWCL ALLOCATION GIFT FUND BALANCES | | | <i>FWCL Allocations are provided annually between Nov and Jan dependent upon yearly book sales totals</i> | | | | | | | | Difference Balance |
|---|----------------------|--------------------|--|---------------|------------------|-----------------|---------------------|---------------|------------------|-----------------------|-----------------------|
| | | 7/1/2018 | Donations | | | Donation | Expenditures | | | Expenses | 9/30/2018 |
| | | | July | August | September | Total | July | August | September | Total | |
| Friends Allocation Jan 2018 | \$ 120,000.00 | | | | | | | | | | |
| Friends Carryover | \$ 53,165.03 | | | | | | | | | | |
| TOTAL ALL FRIENDS | \$ 173,165.03 | | | | | | | | | | |
| TECH:Technology (38%) | | | | | | | | | | | |
| Carryover | \$ 34,647.60 | | | | | | | | | | |
| 2018 Allocation | \$ 45,300.00 | | | | | | | | | | |
| TOTAL START | \$ 79,947.60 | | | | | | | | | | |
| Expenses prior to Current Qtr | | \$ (11,921.03) | | | | | | | | \$ (11,921.03) | |
| Makerspace Supplies | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (7,192.35) | \$ (7,634.66) | \$ (14,827.01) | |
| Tech Supplies | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (2,325.67) | \$ (1,224.16) | \$ (3,549.83) | |
| System Office OTHER | | See Schedule B | | | | | | | | | |
| Totals | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (9,518.02) | \$ (8,858.82) | | |
| | \$ 79,947.60 | | | | | | | | | \$ (30,297.87) | \$ 49,649.73 |
| TS:Materials (32%) | | | | | | | | | | | |
| Carryover | \$ 11,530.01 | | Technical Services Material Budget encompasses all Friends of Washoe County Library Allocations and donations to Gift Funds for materials for all Library Branches. Friends allocations are generally expended between the months of May and July each year when County expenditures cease between fiscal budget years. | | | | | | | | |
| 2018 Allocation | \$ 38,400.00 | | | | | | | | | | |
| TOTAL START | \$ 49,930.01 | | | | | | | | | | |
| Programs (9%) | | | | | | | | | | | |
| 2018 Allocation | \$ 10,800.00 | | | | | | | | | | |
| TOTAL START | \$ 10,800.00 | | | | | | | | | | |
| Expenses prior to Current Qtr | | \$ (7,575.00) | | | | | | | | \$ (7,575.00) | |
| Programs Payments | | | \$ - | \$ - | \$ - | \$ - | \$ (1,750.00) | \$ (3,750.00) | \$ - | \$ (5,500.00) | |
| Totals | | | \$ - | \$ - | \$ - | | \$ (1,750.00) | \$ (3,750.00) | \$ - | | |
| | \$ 10,800.00 | | | | | | | | | \$ (13,075.00) | \$ (2,275.00) |
| Marketing (7%) | | | | | | | | | | | |
| Carryover | \$ 6,987.42 | | | | | | | | | | |
| 2018 Allocation | \$ 8,400.00 | | | | | | | | | | |
| TOTAL START | \$ 15,387.42 | | | | | | | | | | |
| Expenses prior to Current Qtr | | \$ (6,865.38) | | | | | | | | \$ (6,865.38) | |
| Program Supplies | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (372.87) | \$ - | \$ (372.87) | |
| Social Media/Subscriptions | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (180.00) | \$ (20.00) | \$ (200.00) | |
| SWAG | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (410.00) | \$ (4,173.80) | \$ (4,583.80) | |
| Operating Supplies | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (29.97) | \$ - | \$ (29.97) | |
| Totals | | | \$ - | \$ - | \$ - | | \$ - | \$ (992.84) | \$ (4,193.80) | | |
| | \$ 15,387.42 | | | | | | | | | \$ (12,052.02) | \$ 3,335.40 |
| FRIENDS SUBTOTAL (pg) | \$ 106,135.02 | <i>TS Not Inc.</i> | | | | | | | | \$ (55,424.89) | \$ 100,640.14 |

1st QUARTER FINANCIAL REPORT

July 1- September 30, 2018

| FWCL ALLOCATION GIFT FUND BALANCES | | <i>FWCL Allocation are provided annually between Nov and Jan dependent upon yearly book sales totals</i> | | | | | | | | | |
|---|----------------------|--|------------------|---------------|------------------|-----------------|---------------------|---------------|------------------|-----------------------|-----------------------|
| | | | Donations | | | Donation | Expenditures | | | Expenses | Ending Balance |
| | | 7/1/2018 | July | August | September | Total | July | August | September | Total | 9/30/2018 |
| *Training (6%) | | | | | | | | | | | |
| Carryover | \$ - | | | | | | | | | | |
| 2018 Allocation | \$ 7,500.00 | | | | | | | | | | |
| TOTAL START | \$ 7,500.00 | \$ - | | | | | | | | | |
| Expenses prior to Current C | \$ (6,900.00) | | | | | | | | | \$ (6,900.00) | |
| Donation | | | \$ - | \$ 600.00 | \$ - | \$ 600.00 | \$ - | \$ (600.00) | \$ - | \$ (600.00) | \$ - |
| Training | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Totals | | | \$ - | \$ 600.00 | \$ - | | \$ - | \$ (600.00) | \$ - | | |
| | \$ 7,500.00 | | | | | | | | | \$ (7,500.00) | \$ - |
| CC: *SRP Books (8%) | | | | | | | | | | | |
| Carryover | \$ - | | | | | | | | | | |
| 2018 Allocation | \$ 9,600.00 | | | | | | | | | | |
| TOTAL START | \$ 9,600.00 | \$ - | | | | | | | | | |
| Books | | | \$ - | \$ - | \$ - | \$ - | \$ (9,600.00) | \$ - | \$ - | \$ (9,600.00) | \$ - |
| SRP/Childrens OTHER | | See Schedule B | | | | | | | | | |
| Totals | | | \$ - | \$ - | \$ - | | \$ (9,600.00) | \$ - | \$ - | | |
| FRIENDS SUBTOTAL | \$ 123,235.02 | | | | | | | | | \$ (72,524.89) | \$ 50,710.13 |
| ===== | | | | | | | | | | | |
| SCHEDULE B <i>"Branches" that accumulate FWCL Allocations AND Donations that all combine into one account for expenditures</i> | | | | | | | | | | | |
| | | | Donations | | | Donation | Expenditures | | | Expenses | Ending Balance |
| | | 7/1/2018 | July | August | September | Total | July | August | September | Total | 9/30/2018 |
| (CC)CHILDREN'S Coordinator | \$ 1,008.66 | | | | | | | | | | |
| ERWIN | | \$ 500.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (449.10) | \$ - | \$ (449.10) | \$ 50.90 |
| WINE WALK | | \$ 508.66 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (465.90) | \$ - | \$ (465.90) | \$ 42.76 |
| Totals | | | \$ - | \$ - | \$ - | | \$ - | \$ (915.00) | \$ - | | |
| (TS) TECH SERVICES | \$ 60,849.08 | \$ 61.11 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 61.11 |
| MATERIALS (INCLUDES FWCL) | | \$ 11,733.35 | \$ - | \$ 12,257.27 | \$ 830.65 | \$ 13,087.92 | \$ - | \$ (1,309.79) | \$ (20.98) | \$ (1,330.77) | \$ 23,490.50 |
| GMAGS (PERIODICALS) | | \$ 462.94 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 462.94 |
| READING CAMPAIGN | | \$ 48,591.68 | | | \$ - | \$ - | | \$ (4,068.76) | \$ (2,932.19) | \$ (7,000.95) | \$ 41,590.73 |
| Totals | | | \$ - | \$ 12,257.27 | \$ 830.65 | | \$ - | \$ (5,378.55) | \$ (2,953.17) | | |
| (TECH) SYSTEMS OFFICE | | \$ 136.44 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 136.44 |
| Totals | | | \$ - | \$ - | \$ - | | \$ - | \$ - | \$ - | | |
| TOTAL SCHED B | | \$ 61,994.18 | | | | | | | | \$ (9,246.72) | \$ 65,835.38 |
| FRIENDS TOTAL | \$ 185,229.20 | | | | | | | | | \$ (81,771.61) | \$ 116,545.51 |

1st QUARTER FINANCIAL REPORT

ITEM 6d

July 1- September 30, 2018

| BRANCH GIFT FUND TOTALS | | <i>Gift Funds are not maintained on any cycle, but on a continuous basis, until fully expended</i> | | | | | | | | | |
|--------------------------------|----------------------------------|--|------------------|---------------|------------------|-----------------|---------------------|---------------|------------------|-----------------|---------------------------|
| | Beginning Branch Bal. | Beginning Balance | Donations | | | Donation | Expenditures | | | Expenses | Ending Balance |
| | | 7/1/2018 | July | August | September | Total | July | August | September | Total | 9/30/2018 |
| (SYS) SYSTEMWIDE | \$ 399,749.95 | | | | | | | | | | |
| | | \$ 71.55 | \$ - | \$ 100.00 | \$ 100.00 | \$ 200.00 | \$ - | \$ - | \$ 100.00 | \$ 100.00 | \$ 171.55 |
| BOOK BAG SALES | | \$ 636.00 | \$ 88.00 | \$ 100.00 | \$ 92.00 | \$ 280.00 | \$ - | \$ - | \$ - | \$ - | \$ 916.00 |
| DISTRICT 3 | | \$ 500.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 500.00 |
| HEADPHONE SALES | | \$ 402.00 | \$ 110.00 | \$ 55.00 | \$ 85.00 | \$ 250.00 | | | | \$ - | \$ 652.00 |
| FWCL HOLDING ACCT | | \$ 728.39 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 728.39 |
| INTEREST | | \$ 15,313.81 | \$ 992.10 | \$ 817.32 | \$ 862.80 | \$ 2,672.22 | | | | \$ - | \$ 17,986.03 |
| TACCHINO | | \$ 380,298.20 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 380,298.20 |
| FURN, FIX & EQUIP | | | \$ - | \$ - | \$ - | \$ - | \$ 50,790.00 | \$ - | \$ - | \$ 50,790.00 | |
| MATERIALS | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TACCHINO TOTAL | | | | | | | | | | | \$ 329,508.20 |
| WHYMAN (BOOKLETTERS) | | \$ 1,800.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,800.00 |
| Totals | | | \$ 1,190.10 | \$ 1,072.32 | \$ 1,139.80 | | \$ 50,790.00 | \$ - | \$ 100.00 | | |
| (RN) DOWNTOWN RENO | \$ 5,921.15 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 2,881.24 | \$ 78.96 | \$ 95.42 | \$ 162.70 | \$ 337.08 | \$ 8.57 | \$ 105.82 | \$ - | \$ 114.39 | \$ 3,103.93 |
| BENNETT | | \$ 3,039.91 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,039.91 |
| Totals | | | \$ 78.96 | \$ 95.42 | \$ 162.70 | | \$ 8.57 | \$ 105.82 | \$ - | | |
| (DT) DUNCAN/TRANER | \$ 1,957.01 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 701.70 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 47.59 | \$ - | \$ 47.59 | \$ 654.11 |
| BERKBIGLER | | \$ 1,255.31 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,255.31 |
| Totals | | | \$ - | \$ - | \$ - | | \$ - | \$ 47.59 | \$ - | | |
| (IV) INCLINE VILLAGE | \$ 7,550.53 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 3,777.02 | \$ 826.99 | \$ 435.75 | \$ 3,540.09 | \$ 4,802.83 | | \$ 2,052.95 | \$ 426.21 | \$ 2,479.16 | \$ 6,100.69 |
| ROSENBERG | | \$ 100.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 100.00 |
| SMALLWOOD | | \$ 3,673.51 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,673.51 |
| Totals | | | \$ 826.99 | \$ 435.75 | \$ 3,540.09 | | \$ - | \$ 2,052.95 | \$ 426.21 | | |
| (NV) NORTH VALLEYS | \$ 1,915.56 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 1,915.56 | \$ 156.25 | \$ 160.80 | \$ 137.69 | \$ 454.74 | \$ - | \$ 160.37 | \$ 51.47 | \$ 211.84 | \$ 2,158.46 |
| Totals | | | \$ 156.25 | \$ 160.80 | \$ 137.69 | | \$ - | \$ 160.37 | \$ 51.47 | | |
| (NW) NORTHWEST RENO | \$ 3,093.89 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 2,854.10 | \$ 501.01 | \$ 1,250.35 | \$ 273.75 | \$ 2,025.11 | \$ - | \$ 355.11 | \$ 197.70 | \$ 552.81 | \$ 4,326.40 |
| GALLERY | | \$ 239.79 | \$ - | \$ 1,000.00 | \$ - | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ 1,239.79 |
| Totals | | | \$ 501.01 | \$ 2,250.35 | \$ 273.75 | | \$ - | \$ 355.11 | \$ 197.70 | | |

1st QUARTER FINANCIAL REPORT

July 1- September 30, 2018

| BRANCH GIFT FUND TOTALS | | | | | | | | | | | |
|--|--------------------------|----------------------------------|--------------------|--------------------|--------------------|---------------------|---------------------|--------------------|--------------------|---------------------|--------------------------------|
| <i>Gift Funds are not maintained on any cycle, but on a continuous basis, until fully expended</i> | | | | | | | | | | | |
| | Beginning Branch Bal. | Beginning Balance 7/1/2018 | Donations | | | Total | Expenditures | | | Total | Ending Balance 9/30/2018 |
| | | | July | August | September | | July | August | September | | |
| (SC) SENIOR CENTER | \$ 40.21 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 40.21 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 40.21 |
| Totals | | | \$ - | \$ - | \$ - | | \$ - | \$ - | \$ - | | |
| (SV) SIERRA VIEW | \$ 6,434.97 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 6,434.97 | \$ 434.80 | \$ 469.25 | \$ 403.45 | \$ 1,307.50 | \$ - | \$ 427.82 | \$ 317.22 | \$ 745.04 | \$ 6,997.43 |
| Totals | | | \$ 434.80 | \$ 469.25 | \$ 403.45 | | \$ - | \$ 427.82 | \$ 317.22 | | |
| (SO) SOUTH VALLEYS | \$ 11,583.82 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 6,400.91 | \$ 317.75 | \$ 940.35 | \$ 232.50 | \$ 1,490.60 | \$ - | \$ 945.73 | \$ 144.63 | \$ 1,090.36 | \$ 6,801.15 |
| GALLERY | | \$ 650.26 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 26.66 | \$ - | \$ 26.66 | \$ 623.60 |
| STEAM | | \$ 4,532.65 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,532.65 |
| Totals | | | \$ 317.75 | \$ 940.35 | \$ 232.50 | | \$ - | \$ 972.39 | \$ 144.63 | | |
| (SS) SPANISH SPRINGS | \$ 11,638.26 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 9,997.13 | \$ 466.00 | \$ 548.00 | \$ 516.50 | \$ 1,530.50 | \$ - | \$ 163.13 | \$ 35.72 | \$ 198.85 | \$ 11,328.78 |
| KERMOADE | | \$ 326.30 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 326.30 |
| REDFIELD | | \$ 314.83 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 16.65 | \$ - | \$ 16.65 | \$ 298.18 |
| STEAM | | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 867.64 | \$ 867.64 | \$ 132.36 |
| Totals | | | \$ 466.00 | \$ 548.00 | \$ 516.50 | | \$ - | \$ 179.78 | \$ 903.36 | | |
| (SP) SPARKS | \$ 16,811.83 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 16,811.83 | \$ 544.87 | \$ 578.60 | \$ 732.21 | \$ 1,855.68 | \$ - | \$ 299.42 | \$ 36.62 | \$ 336.04 | \$ 18,331.47 |
| Totals | | | \$ 544.87 | \$ 578.60 | \$ 732.21 | | \$ - | \$ 299.42 | \$ 36.62 | | |
| (VE) VERDI | \$ 274.43 | | | | | | | | | | |
| UN-DESIGNATED | | \$ 274.43 | \$ - | \$ - | \$ 22.50 | \$ 22.50 | \$ - | \$ - | \$ - | \$ - | \$ 296.93 |
| Totals | | | \$ - | \$ - | \$ 22.50 | | \$ - | \$ - | \$ - | | |
| BRANCH GIFT TOTALS: | | \$ 466,971.61 | \$ 4,516.73 | \$ 6,550.84 | \$ 7,161.19 | \$ 18,228.76 | \$ 50,798.57 | \$ 4,601.25 | \$ 2,177.21 | \$ 57,577.03 | \$ 470,996.34 |
| GRAND TOTAL GIFT FUNDS | | | | | | | | | | | \$ 587,541.85 |

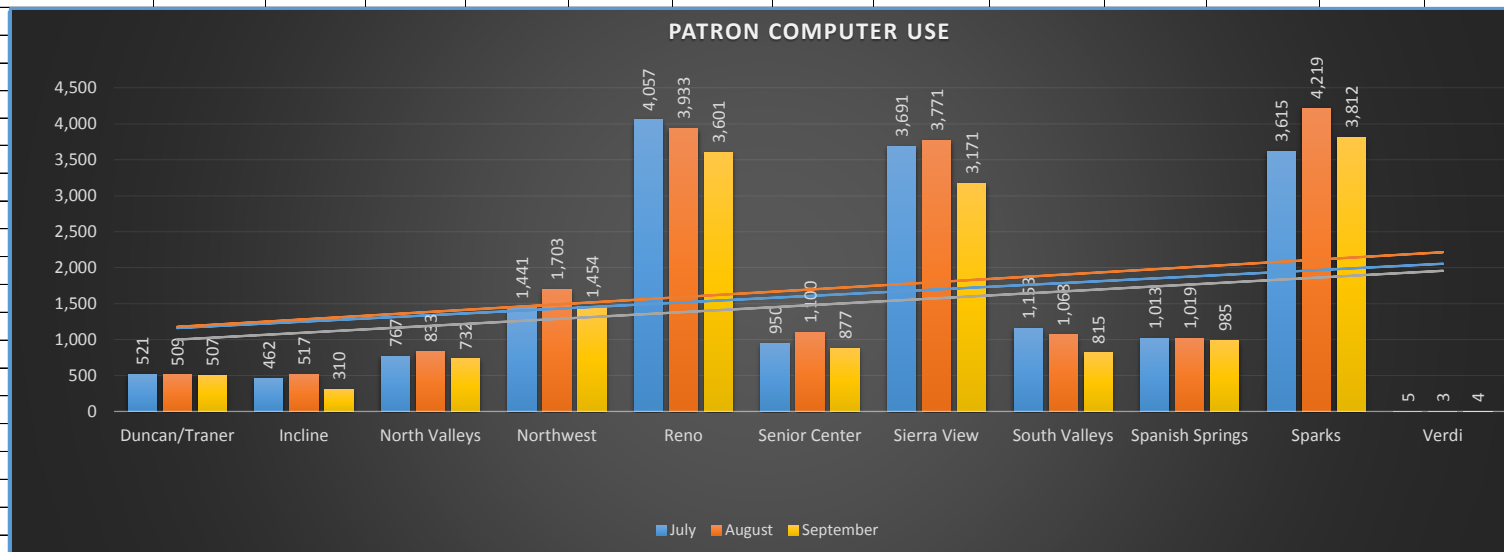
Washoe County Library System is a Community Hub



| FY 18/19 First Quarter BRANCH ACTIVITY | Patron Computer Use | | | Library Visits | | | # of Programs Adult | | | Program Attendance Adult | | |
|---|---------------------|---------------|---------------|----------------|----------------|----------------|------------------------|-----------|-----------|-----------------------------|------------|--------------|
| | July | August | September | July | August | September | July | August | September | July | August | September |
| | Digital Branch | | | | | | | | | | | |
| Duncan/Traner | 521 | 509 | 507 | 1,343 | 2,709 | 3,708 | 0 | 4 | 0 | 0 | 13 | 0 |
| Gerlach | | | | 34 | 75 | 91 | | | | | | |
| Incline | 462 | 517 | 310 | 9,610 | 10,102 | 7,989 | 8 | 3 | 10 | 89 | 13 | 141 |
| North Valleys | 767 | 833 | 732 | 6,499 | 6,994 | 5,947 | 8 | 7 | 4 | 96 | 45 | 26 |
| Northwest | 1,441 | 1,703 | 1,454 | 11,588 | 12,321 | 10,682 | 5 | 7 | 9 | 66 | 61 | 107 |
| Reno | 4,057 | 3,933 | 3,601 | 12,857 | 11,880 | 10,600 | 3 | 7 | 6 | 1 | 29 | 20 |
| Senior Center | 950 | 1,100 | 877 | 3,165 | 3,322 | 3,324 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sierra View | 3,691 | 3,771 | 3,171 | 12,796 | 22,799 | 17,305 | 6 | 6 | 15 | 47 | 41 | 246 |
| South Valleys | 1,153 | 1,068 | 815 | 23,626 | 24,406 | 23,005 | 12 | 14 | 16 | 260 | 259 | 328 |
| Spanish Springs | 1,013 | 1,019 | 985 | 8,503 | 7,947 | 6,391 | 11 | 10 | 13 | 181 | 122 | 122 |
| Sparks | 3,615 | 4,219 | 3,812 | 17,015 | 20,186 | 17,507 | 13 | 12 | 18 | 90 | 106 | 100 |
| Verdi | 5 | 3 | 4 | 181 | 527 | 427 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 17,675 | 18,675 | 16,268 | 107,217 | 123,268 | 106,976 | 66 | 70 | 91 | 830 | 689 | 1,090 |

NOTE: Spanish Springs Library Visits are lower due to an internet outage in September

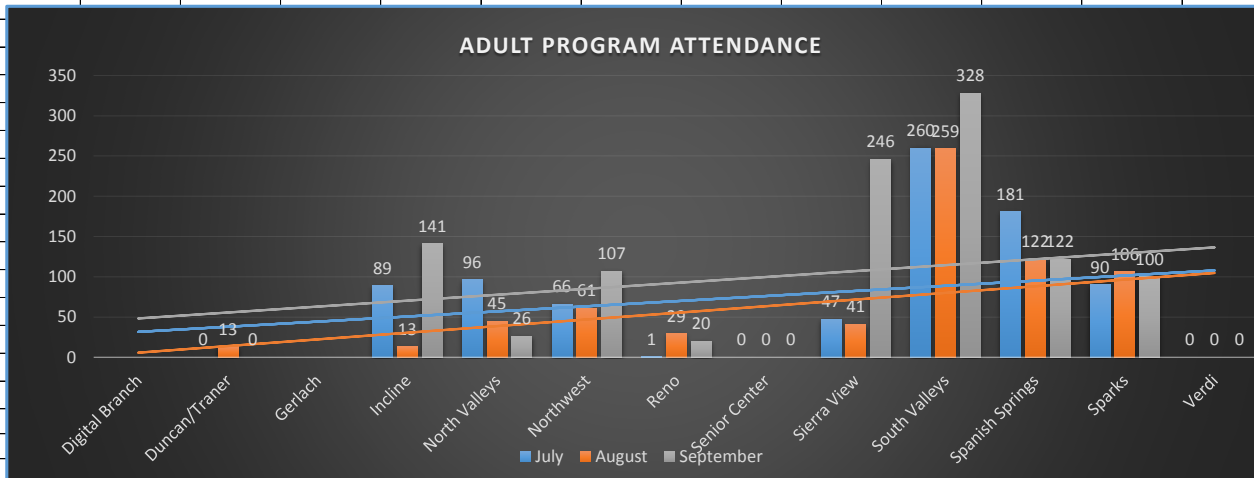
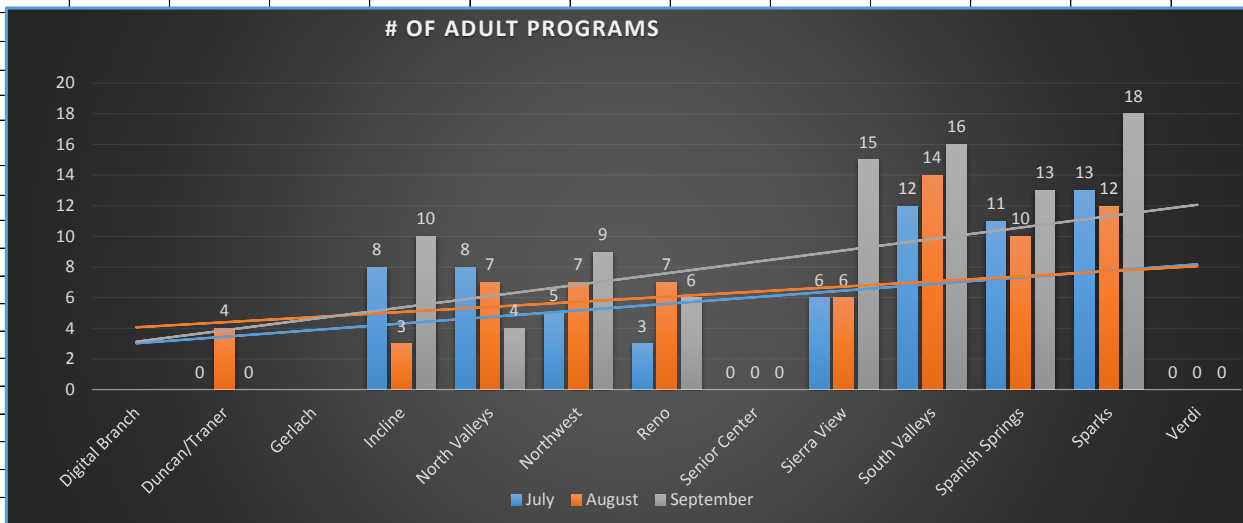
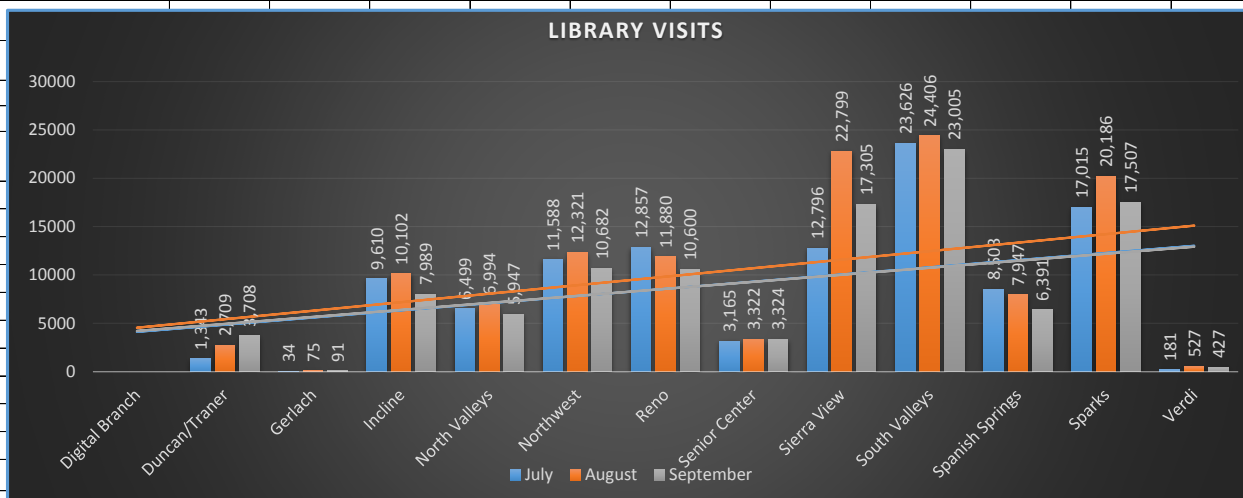
NOTE: South Valleys Library's gate count has been registering higher than normal due to gate issues. A part was replaced and gate counts should normalize beginning with October



Note: Digital Branch includes ebooks, audiobooks, magazine checkouts

Duncan Traner & Verdi reflect public hours only

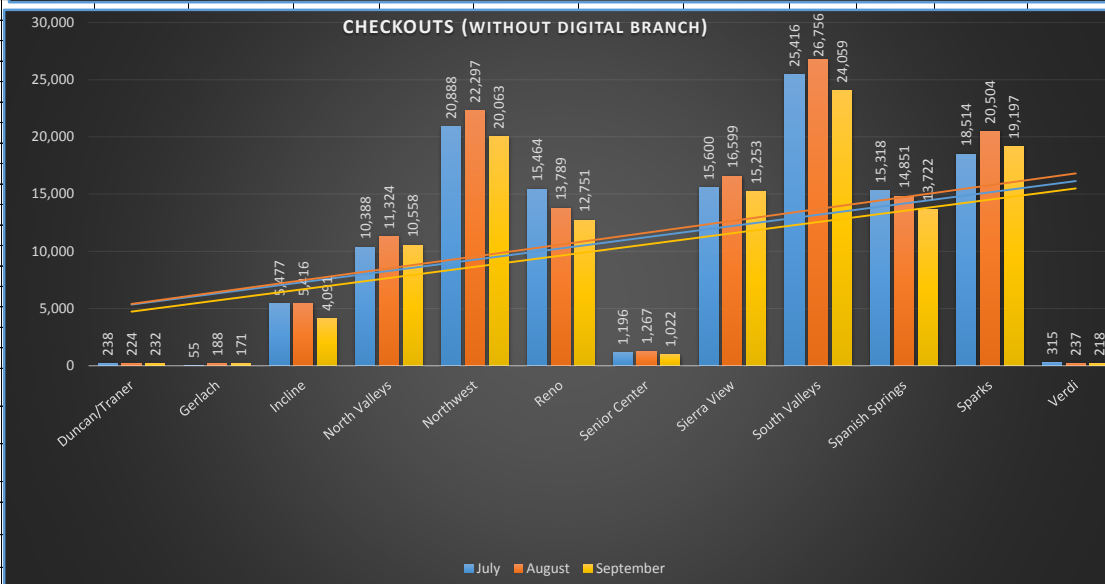
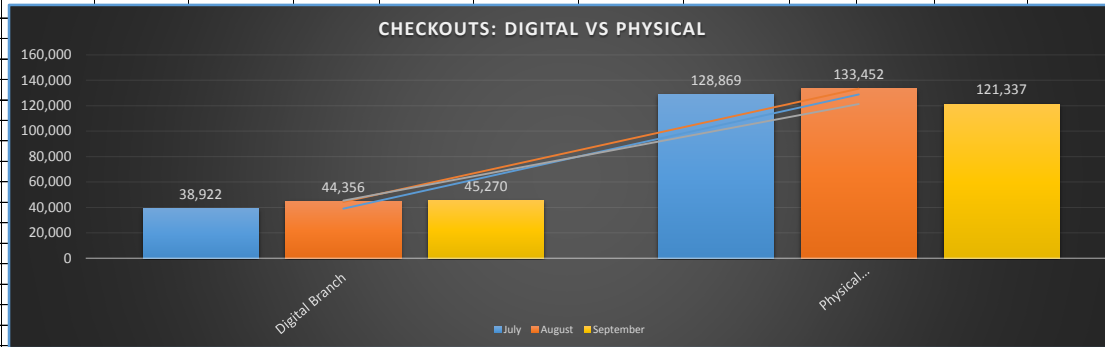
Gerlach reflects both public and school hours



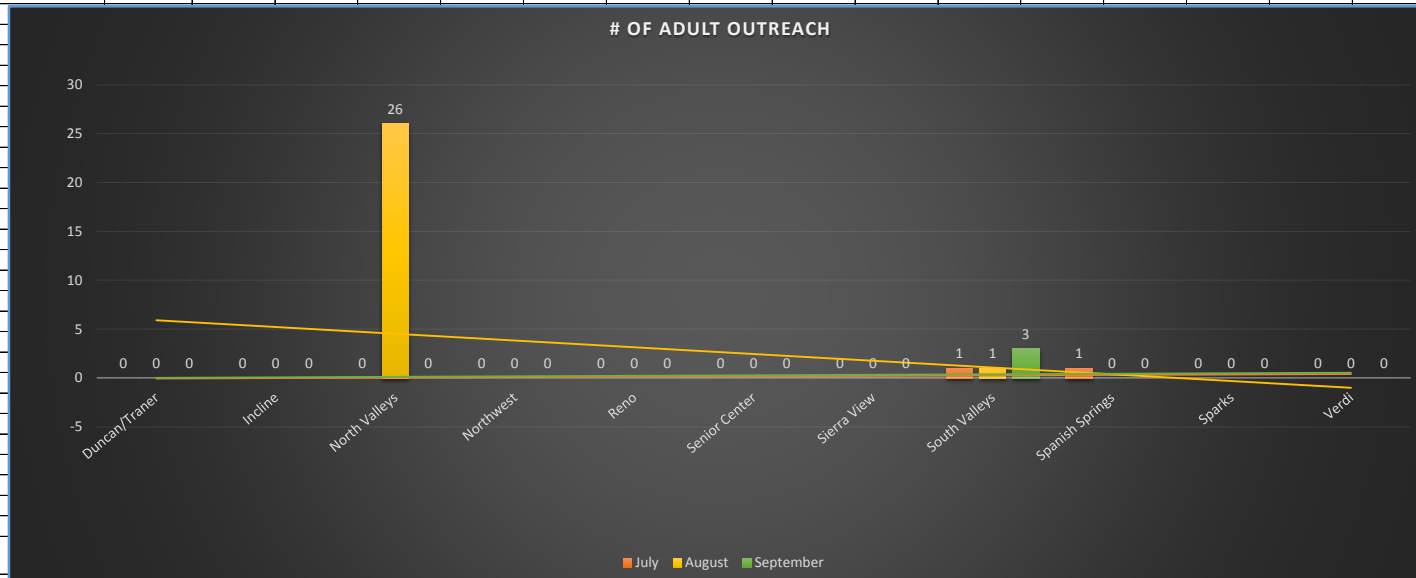
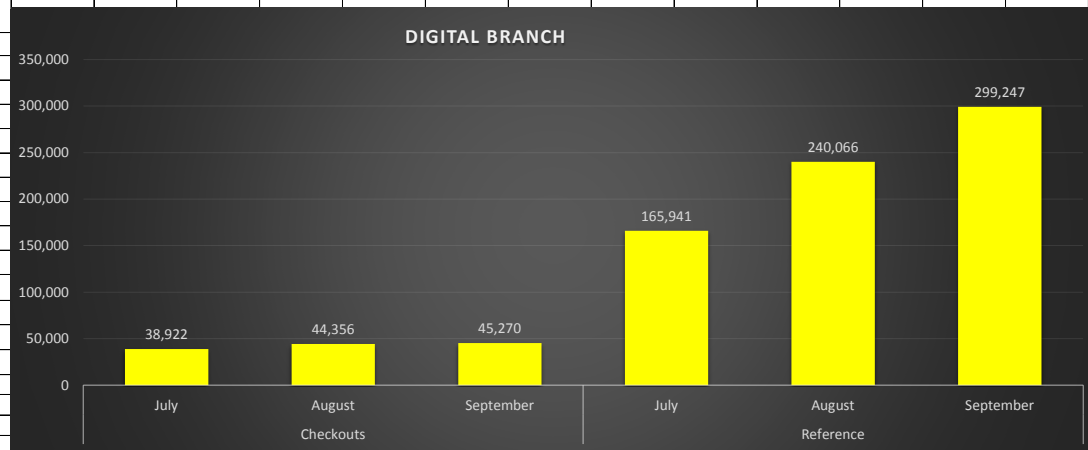
Washoe County Library System
Wants Residents to Know Their Community

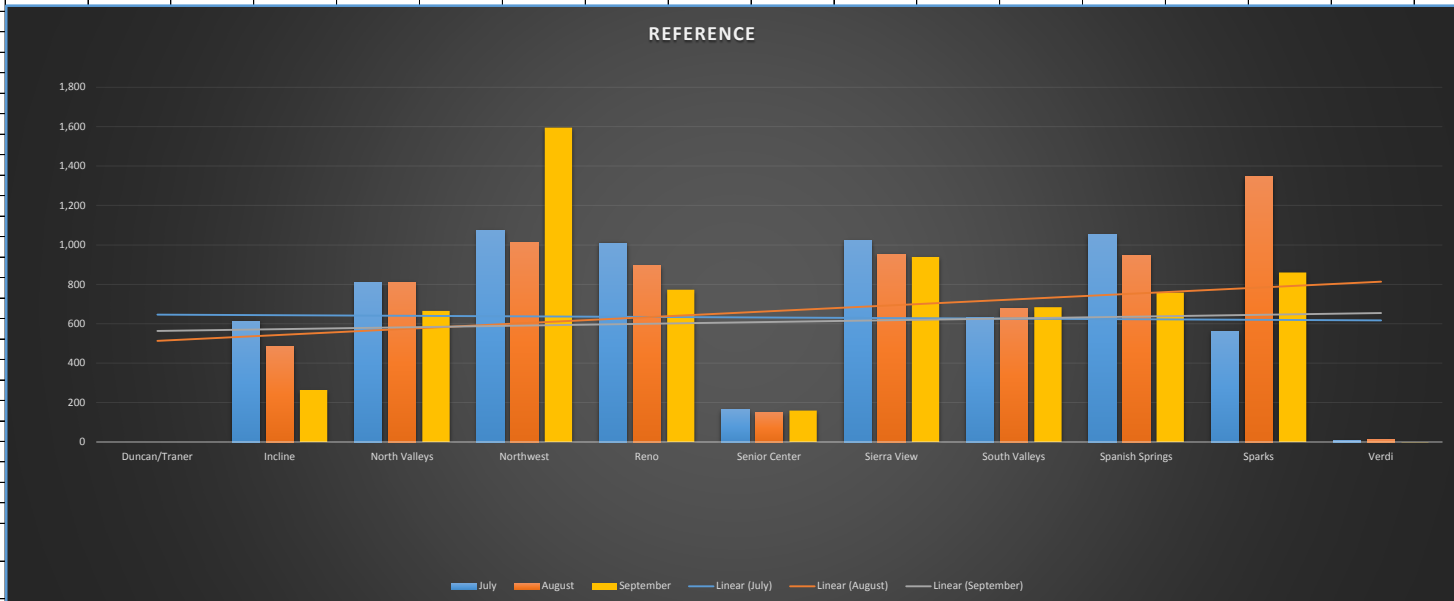
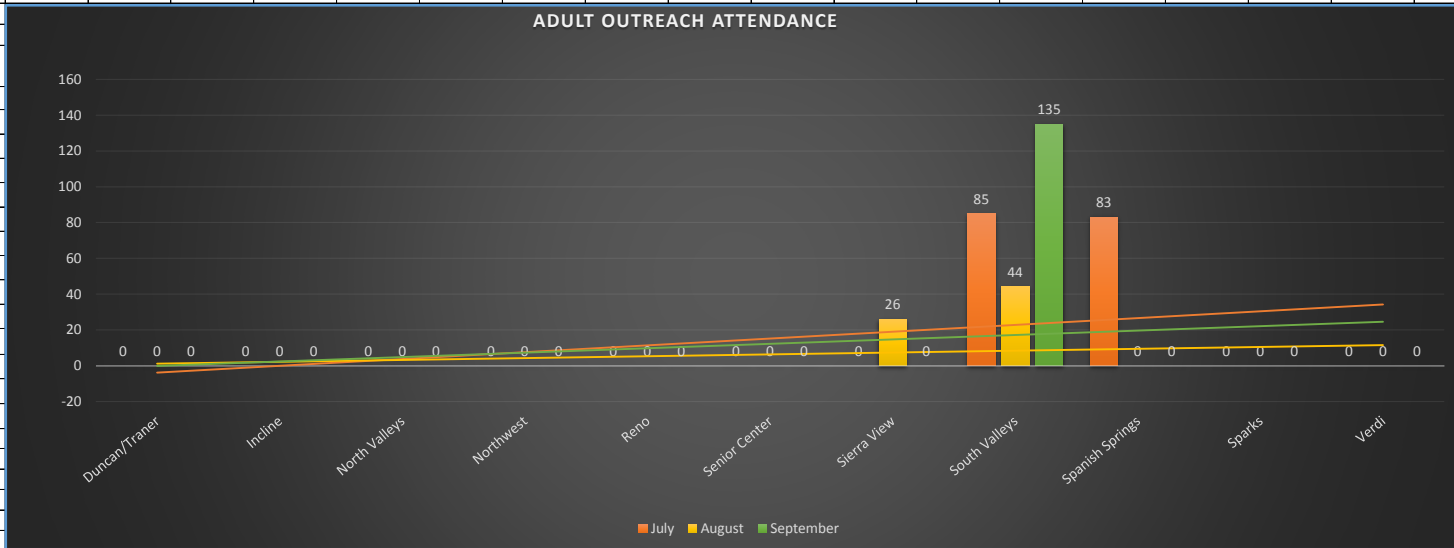


| FY 18/19 First Quarter | Checkouts | | | Reference | | | Digital Visits | | | # of Outreach Adult | | | Outreach Attendance Adult | | |
|---------------------------|----------------|----------------|----------------|--------------|--------------|--------------|----------------|----------------|----------------|------------------------|-----------|-----------|------------------------------|-----------|------------|
| | July | August | September | July | August | September | July | August | September | July | August | September | July | August | September |
| | Digital Branch | 38,922 | 44,356 | 45,270 | | | | 165,941 | 240,066 | 299,247 | | | | | |
| Duncan/Traner | 238 | 224 | 232 | 0 | 0 | 0 | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Gerlach | 55 | 188 | 171 | | | | | | | | | | | | |
| Incline | 5,477 | 5,416 | 4,091 | 616 | 486 | 264 | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| North Valleys | 10,388 | 11,324 | 10,558 | 811 | 809 | 665 | | | | 0 | 26 | 0 | 0 | 0 | 0 |
| Northwest | 20,888 | 22,297 | 20,063 | 1,073 | 1,012 | 1,595 | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Reno | 15,464 | 13,789 | 12,751 | 1,010 | 896 | 773 | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Senior Center | 1,196 | 1,267 | 1,022 | 163 | 150 | 160 | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Sierra View | 15,600 | 16,599 | 15,253 | 1,021 | 953 | 939 | | | | 0 | 0 | 0 | 0 | 26 | 0 |
| South Valleys | 25,416 | 26,756 | 24,059 | 636 | 682 | 684 | | | | 1 | 1 | 3 | 85 | 44 | 135 |
| Spanish Springs | 15,318 | 14,851 | 13,722 | 1,052 | 948 | 758 | | | | 1 | 0 | 0 | 83 | 0 | 0 |
| Sparks | 18,514 | 20,504 | 19,197 | 565 | 1,345 | 860 | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Verdi | 315 | 237 | 218 | 6 | 12 | 1 | | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 167,791 | 177,808 | 166,607 | 6,953 | 7,293 | 6,699 | 165,941 | 240,066 | 299,247 | 2 | 27 | 3 | 168 | 70 | 135 |
| Physical checkouts | 128,869 | 133,452 | 121,337 | | | | | | | | | | | | |



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

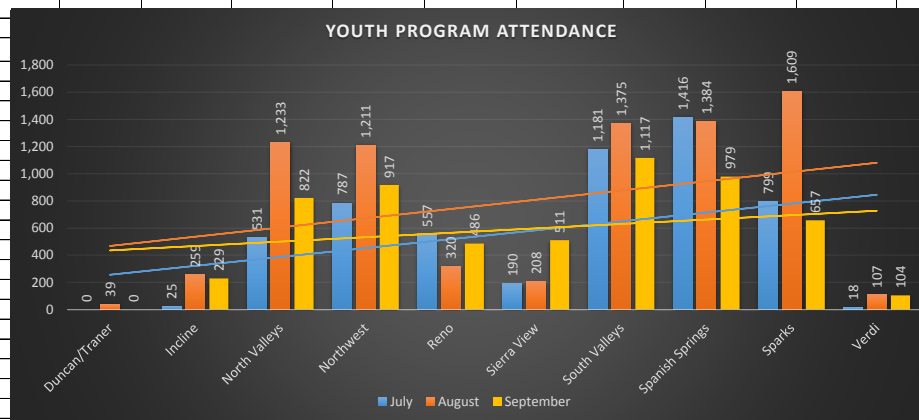
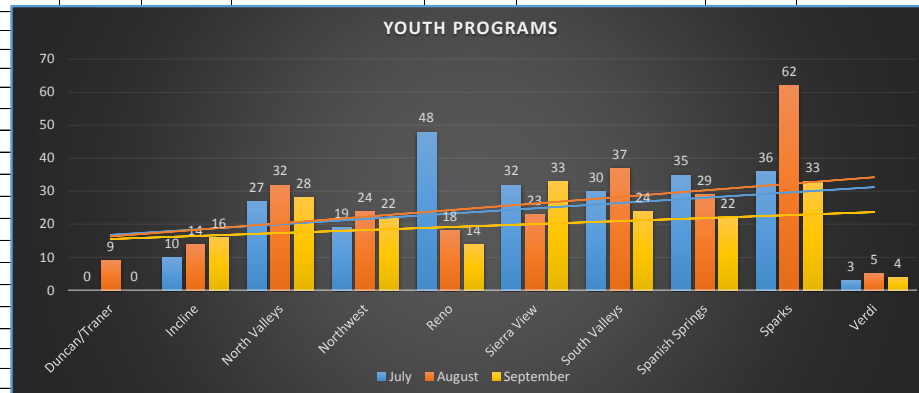


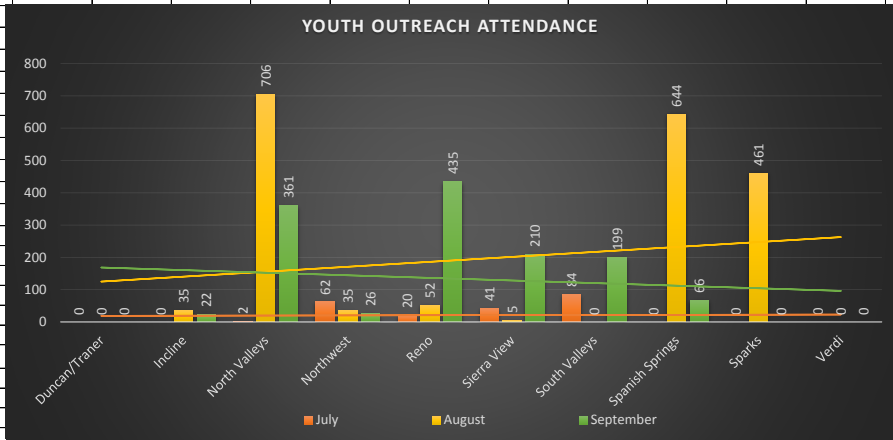
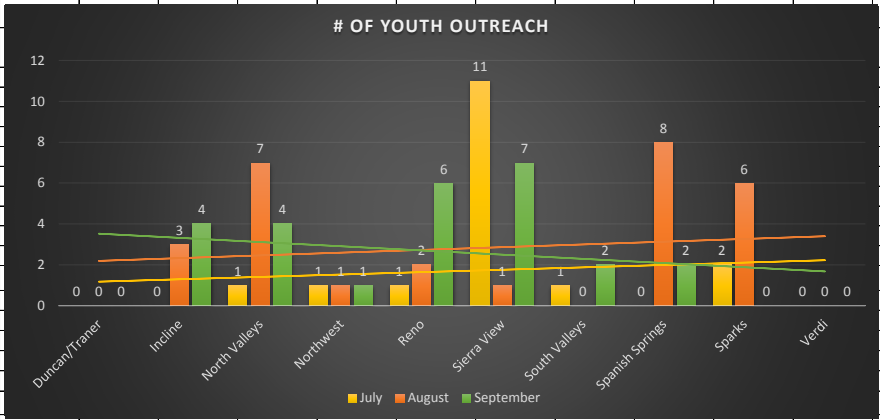


**Washoe County Library System
Grows Young Readers**



| FY 18/19 First Quarter | # of Youth Programs | | | Youth Program Attendance | | | # of Youth Outreach | | | Youth Outreach Attendance | | |
|---------------------------|---------------------|------------|------------|--------------------------|--------------|--------------|---------------------|-----------|-----------|---------------------------|--------------|--------------|
| BRANCH ACTIVITY | July | August | September | July | August | September | July | August | September | July | August | September |
| Digital Branch | | | | | | | | | | | | |
| Duncan/Traner | 0 | 9 | 0 | 0 | 39 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Gerlach | | | | | | | | | | | | |
| Incline | 10 | 14 | 16 | 25 | 259 | 229 | 0 | 3 | 4 | 0 | 35 | 22 |
| North Valleys | 27 | 32 | 28 | 531 | 1,233 | 822 | 1 | 7 | 4 | 2 | 706 | 361 |
| Northwest | 19 | 24 | 22 | 787 | 1,211 | 917 | 1 | 1 | 1 | 62 | 35 | 26 |
| Reno | 48 | 18 | 14 | 557 | 320 | 486 | 1 | 2 | 6 | 20 | 52 | 435 |
| Senior Center | | | | | | | | | | | | |
| Sierra View | 32 | 23 | 33 | 190 | 208 | 511 | 11 | 1 | 7 | 41 | 5 | 210 |
| South Valleys | 30 | 37 | 24 | 1,181 | 1,375 | 1,117 | 1 | 0 | 2 | 84 | 0 | 199 |
| Spanish Springs | 35 | 29 | 22 | 1,416 | 1,384 | 979 | 0 | 8 | 2 | 0 | 644 | 66 |
| Sparks | 36 | 62 | 33 | 799 | 1,609 | 657 | 2 | 6 | 0 | 0 | 461 | 0 |
| Verdi | 3 | 5 | 4 | 18 | 107 | 104 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 240 | 253 | 196 | 5,504 | 7,745 | 5,822 | 17 | 28 | 26 | 209 | 1,938 | 1,319 |
| Administration Outreach | | | | | | | | | | 0 | 2 | 1 |





LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6f

FY2018/19

| DATE ASSIGNED | TRUSTEE | TASK / AGENDA ITEM REQUESTED | ANTICIPATED COMPLETION | DATE COMPLETED |
|----------------------------|------------------------------------|---|---------------------------|--|
| 9/19/18 | Not Applicable | Assistant County Manager Solaro to return to Board in January 2019 to report upon training progress | January 2019 | |
| 9/19/18 | Trustee Parkhill | Requested Board Task Record to be included in agenda | November Meeting | 11/15/18 - LBOT |
| 7/18/18 – LBOT Meeting | Chair Alderman Trustee Parkhill | Non-cash donations be set in a grid vs a list for the Board to see how the programs were attended in the branches - WCLS will work with all in October for layout of quarterly report for reporting at November mtg. | November Meeting | 11/15/18 – LBOT 11/6/18 – Trustee Alderman met with Director Scott |
| 7/18/18 – LBOT Meeting | Chair Alderman Trustee Parkhill | See financial report consolidated so that the Board can see where the donations and grants in the Donation report correspond in the Financial Report - WCLS will work with all in October for layout of quarterly report for reporting at November mtg. | November Meeting | 11/15/18 – LBOT 10/30/18 - Trustee Parkhill and Holland met with Director Scott |
| 7/18/18 – LBOT Meeting | Chair Alderman | Would like statistical reports to quantify results to Strategic Plan so that the Board can see the impact - WCLS will work with all in October for layout of quarterly report for reporting at November mtg. | November Meeting | 11/15/18 – LBOT 11/6/18 – Trustee Alderman met with Director Scott |
| 8/15/18 | Trustee Stoess | Resignation as FWCL liaison, appointment of Trustee Holland to FWCL liaison | September meeting | 9/19/18 - LBOT |
| 8/15/18 | Trustee Parkhill | To meet with Director Scott and discuss financial report | Meeting scheduled 9/20/18 | 9/20/18 – Director Office |
| 7/23/18 – Chair one-on-one | Chair Alderman | Library Director mandatory Leadership Training – Director Scott showed the Chair the webinar/training list provided by WCHR. Both agreed on something on-going. Jeff to contact trainer at UNR to provide one-on-one continuous coaching. Chair Alderman requested to | September Meeting | 9/19/18 - LBOT |

LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6f

FY2018/19

| | | | | |
|----------------------------|------------------------------------|--|---------------------------|---------------------------|
| | | speaking with her also. | | |
| 7/23/18 – Chair one-on-one | Chair Alderman | Overall Team report for YLSE – Director Scott noted that programming information is included in every monthly update of the Director’s Report | --- | --- |
| 7/18/18 – LBOT Meeting | Chair Alderman | Agendize discussion for Financial report in August LBOT meeting - WCLS will work with all in October for layout of quarterly report for reporting at November mtg. | Meeting scheduled 9/20/18 | 9/20/18 – Director Office |
| 7/18/18 – LBOT Meeting | Chair Alderman | Return Financial report to September LBOT meeting - WCLS will work with all in October for layout of quarterly report for reporting at November mtg. | Meeting scheduled 9/20/18 | 9/20/18 – Director Office |
| 7/18/18 – LBOT Meeting | Chair Alderman | Agendize dissolution Partnership Advisory Committee next Board meeting | August Meeting | 8/15/18 |
| 7/18/18 – LBOT Meeting | Trustee Parkhill Chair Alderman | Would like to see a running list of accountability | August Meeting – TG | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

High Turnout Meant Long Lines at Some Nevada Polling Spots

Higher-than-usual voter turnout led to long lines at some Nevada polling stations.

Nov. 7, 2018, at 2:21 a.m.



People vote at the Enterprise Library, Tuesday, Nov. 6, 2018, in Las Vegas. (AP Photo/Joe Buglewicz) The Associated Press



Nevada Drivers With No Tickets In 3 Years Should Do This In 2018

EVERQUOTE

Best States

- #1 Iowa
- #2 Minnesota
- #3 Utah
- #4 North Dakota
- #5 New Hampshire



See Rankings List

AP

Associated Press

LAS VEGAS (AP) — Some polling places in Nevada were plagued with long lines of voters, some waiting for hours before they could get inside to cast their ballots. The lines were so long that polls in some places had to stay open about three hours after they were to have officially closed so everyone got their chance to cast a ballot.

The longest lines were in the state's Washoe County, which includes Reno, one of the state's largest cities.

Nevada's deputy elections director, Wayne Thorley, said the long waits were driven by higher-than-usual turnout propelled by some high-profile races. The state doesn't announce results for any statewide races until all the polls are closed, and elections officials were bracing for a long night ahead of them to tabulate the results.

Thorley told The Associated Press that there were very few reported problems at the polls. "Just long lines and lots of voter enthusiasm," he said.




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Do you approve of President Trump? Take a 5-question survey

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Elections officials in Nevada's largest counties were reporting high turnout throughout the day. Washoe County Registrar of Voters Deanna Spikula reported unusually strong turnout for a midterm election in her northern Nevada county with turnout reaching around 70 percent.

That compares with 52 percent in the 2014 midterm election, and 79 percent in the presidential election in 2016.

Washoe County accounts for about 17 percent of Nevada's statewide vote. Clark County, which includes Las Vegas, has 70 percent of statewide active voters.

At the Washoe County Library in downtown Reno, Brenda Owens, the library's branch manager, told the Reno Gazette Journal that there were "people in line all day" with it extending at one point outside the entrance to the building.

"It's been steady all day," she said, adding: "We really didn't expect to see this many people here because of early voting."

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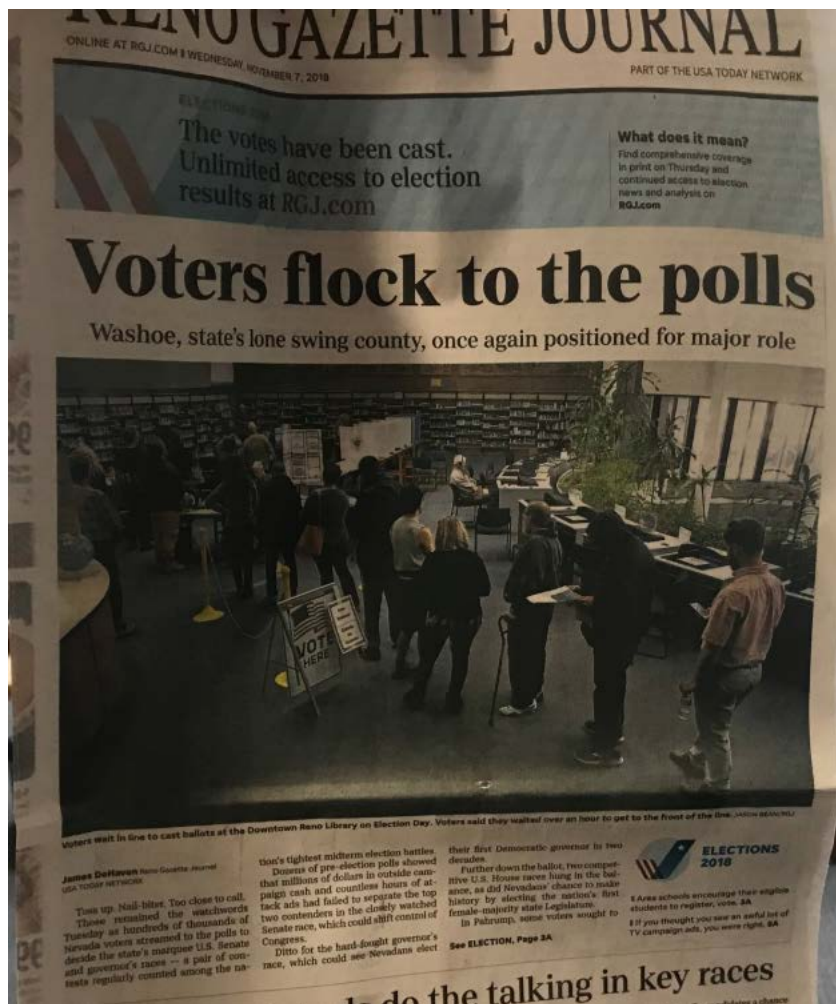
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Statement to Washoe County Library
Board of Trustees
November 15, 2018

I learned on November 2, 2018 that the Washoe County Library was calling in all copies of cataloged Lifescapes books in order to eliminate them from the library.

When I served as Library Trustee during the years 2005-2011, I recall listening to a presentation about Lifescapes and looking forward to a time when I could participate.

For the past several years Lifescapes, in cooperation with the University of Nevada Reno's Osher Lifelong Learning Institute (OLLI), the UNR English Department, and WCLS, has annually published a curated themed anthology, to which participants contribute stories. Lifescapes distributes the books to the contributors, to the Washoe County Library System and to UNR.

Recently the Library decided to withdraw staff support for the Lifescapes program. This decision seems at odds with the library's mission: "to connect people with information, ideas and experiences to support an enriched and engaged community, one person at a time."

Let me tell you a bit from my perspective as a participant at the Incline Village branch for the past four years.

Lifescapes meets on the first and third Friday for a two-hour session. At each session participants first review a short selection, then write a draft about a specific event, aspect of life, or the impact of an outside event on the writer. Writers then share and comment upon each draft memoir. These narratives about concrete life experiences constitute real living history, giving readers insight into specific events and experiences. Lifescapes urges writers to reflect on a particular time in life or the impact on the writer's own life of an outside event.

I understand and appreciate that some branches continue to host Lifescapes, giving writers space and time to draft personal memoirs and perhaps refine those drafts for submissions for the annual anthology.

Because our library catalogs and houses these books, Lifescapes contributes to the human story, leaving a legacy for future generations and the entire culture. I am concerned about what will happen to the anthologies that are currently part of the WCLS collection. In corresponding with Library Director Jeff Scott he indicated that they were to be brought in from the branches to Collection Development so that they may be deleted from the Library catalog and a complete set be given to the English Department at UNR, where, presumably, they will be archived. Director Scott asserted that the UNR English department constituted a better option for Washoe County Residents as a repository for the Lifescapes Anthology. I ask the board, “How will public library users access what is now a cataloged, circulating collection?”

I urge you not to precipitously discard these cataloged volumes and to add future Lifescapes anthologies to the library collection.

Judith Michaels Simon
P.O. Box 5091
Incline Village, NV 89450