

MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
May 20, 2021
(Approved June 25, 2021)

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session in the Windmill Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, May 20, 2021.

Present: Board: F. Ortiz, Chair K. Benavidez
E. Foyt S. Ramaker
B. Wilson J. Meléndrez
K. Rogers (WebEx) N. Waugh
J. Jiron K. Whiteley

Counsel: G. Welt

Absent:

Staff: Kelvin Watson, Executive Director
Numerous Staff

Guests:

F. Ortiz, Chair, called the meeting to order at 6:05 p.m.

Roll Call and Pledge of Allegiance (Item I.) All members listed above represent a quorum. Trustee Rogers attended via Webex and arrived as the Trustees went into Executive Session. Appendix A.

Chair Ortiz led attendees in the Pledge of Allegiance.

Public Comment (Item II.) Trustee Wilson shared gratitude toward the Board members and District staff for the support he and his family received during a very difficult time.

Agenda (Item III.) Trustee Benavidez moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Executive Session regarding personnel (Item IV.) Chair Ortiz advised attendees that the Executive Session would be closed and said that it would involve a personnel matter. Trustee Ramaker moved to adjourn into Executive Session. There was no opposition and the motion carried. Trustees adjourned into Executive Session at 6:09 p.m.

Trustee Wilson moved that the Regular Session be reconvened. There was no opposition and the Regular Session reconvened at 6:47 p.m.

Approval of Proposed Minutes Regular Sessions, November 21, 2020, March 11, 2021, and April 8, 2021. Special Board Meeting, December 4, 2021, Emergency Minutes for the November 12, 2020, December 4, 2020 and April 8, 2021 meetings were tabled.
Trustee Benavidez moved to approve the Minutes of the Emergency Board of Trustees Meeting held on March 23, 2021. There was no opposition and the motion carried.
Trustee Benavidez moved to approve the Minutes of the Finance and Audit Committee Meeting held on April 8, 2021. There was no opposition from Committee members and the motion carried.

**Board Meeting,
March 23, 2021 and
Finance and Audit
Committee Meeting
April 8, 2021.
(Item V.A-F.)**

The March 11, 2021 Minutes had been approved at the April 8, 2021 Regular Board Meeting and had been added in error. The February 11, 2021 Minutes should have been included and will be on the Agenda at the June 10, 2021 Regular Board Meeting.

**Chair's Report
(Item VI.)**

Chair Ortiz asked that anyone interested in being nominated for a Board position email him by June 2nd.

Chair Ortiz appointed Trustees Ramaker and Wilson to the Nominating Committee and both Trustees accepted the nominations.

Chair Ortiz asked Trustee Foyt, already a Committee member, if she would serve as Chair of the Risk Management Committee for the June meeting and she accepted.

Chair Ortiz announced that he had been appointed to the State Council on Libraries and Literacy as a representative of the Nevada Department of Employee Training and Rehabilitation (DETR). He explained the association between Nevada Equal Rights Commission and DETR.

Chair Ortiz welcomed new Trustees Jennifer Jiron and Kate Turner Whiteley. He asked if they wanted to say a few words.

Trustee Turner Whiteley was very excited to join the Board. She is a 20-year resident of Las Vegas, and a mother with two children who are big fans of the District and its programs. She works at Caesars Entertainment in Communications.

Trustee Jiron was also very excited to join the Board. She has been a resident for 18 years and has a blended family of five children. Jiron is a schoolteacher and a certified library media specialist, so she hopes that will be of some use to her work as a Trustee. As a teacher, she has 29 years' experience teaching all grades from kindergarten to eighth grade in five different states.

**Library Reports
(Item VII.)**

**Executive Director's
Report
(Item VII.A.)**

Executive Director Watson listed highlights from his written report:

- Added 11 District branches to the total branches he has visited. The last two branches he needs to visit for the first time are Indian Springs and Mount Charleston branches, which are scheduled for June.
- That being said, he has visited the Mesquite branch three times, the most recent was to meet with Congressman Steven Horsford.
- Discussed several new partnerships he is attempting to put together while he is also meeting with current partners.
- Interview with Dan Rather regarding Mr. Rather's new graphic novel entitled "What Unites Us". Mr. Watson stated that he was able to establish exclusive rights for 60 days for Nevada

residents to read the eBook no cost.

- Visited the District's Distribution Center at the Centennial Hills Library with its Manager Raychel Lendis and was very impressed by the setup. Encouraged the Board to tour it.
- Met with the Commander of the 99th ABW at Nellis AFB to discuss awareness of the Library and Library District as well as potential partnerships with Nellis and the airmen and airwomen.
- Invited the Board to visit the libraries during Summer Challenge, which runs until July 31.
- Attended the District's Career Online High School graduation at the Clark County Library Theater and served as the keynote speaker.
- Participated in interviews to promote the Library District
- Attended the Second Chance Luncheon, hosted by Hope for Prisoners, as a guest of Workforce Connections.

Trustees appreciated hearing about Mr. Watson's many activities.

As part of the report, Mr. Watson introduced a video that shows the extent of the Vegas Strong Academy activities at the District over the last year.

**Library Operations,
Security Reports
and Monthly
Statistics
(Item VII.A.1.a)**

Trustee Waugh commented on his branch visits and thanked Library Operations Director Leo Segura for his assistance and for the redeployment of Chromebooks. He stated that his goal was to visit all 25 branches.

**Branding and
Marketing Report
and Electronic
Resources Statistics
(Item VII.A.2.a.)**

Ms. Ward commented that it would be of enormous help if the Summer Challenge was shared via social media channels, either through work or personal channels. Trustee Whiteley asked if there was a toolkit available that can be used; Ms. Ward answered yes and would provide information to Allison Boyer, Executive Assistant to distribute to all Trustees.

Trustee Wilson noted that the District has been able to obtain Google Ad grants and explained that the grant is \$10,000 a month in online advertising at no cost. He was very complimentary on how staff has been able to use it. Wilson noted that the web analytics are going up; he had been worried that the online number would go down as the branches have reopened. He added that he thought it would be a good idea if the District could get bookmarks signed by the VGK players to distribute as a sign-up promotion for getting a library card.

Trustee Ramaker requested a presentation on the Summer Reading Program for the Mesquite City Council on May 25th. Ms. Ward will provide that to her.

**Community
Engagement Report
and Monthly
Statistics**

Trustee Waugh gave kudos to Community Engagement Director Matt McNally and Branding and Marketing Director Betsy Ward for the Summer Challenge materials. Trustee Waugh stated that he has been

(Item VII.A.2.b.)

sharing the materials with his community and workplace and mentioned that they were well received.

Mr. McNally reported that the Summer Challenge Program has launched as of May 15th. Already staff have signed up 2,000 registrants with six different kickoff events occurring over five days. He also mentioned that he looks forward to finishing strong as the program continues through July 31st.

Trustee Whiteley asked what was the best way the Board could support the Program to inform the community. Mr. McNally stated that promoting the program to other community partners would be the biggest support. He also stated that a goal is to build a consortium across the Las Vegas Valley to keep kids engaged throughout the summer through different learning and reading experiences such as different STEAM activities.

Trustee Foyt asked if Three Square would be working through the libraries in the summer with the lunch program as they have in the past. Mr. McNally replied that they are working with Three Square and that there are currently 12 applications for different library sites to provide meal services. Mr. McNally stated that staff are waiting for a response back regarding what support Three Square would be to provide in terms of fresh meals and shelf-stable meals, logistics that will be worked out in the next few weeks. He also mentioned that the expectation is have meal services at the Library District as of June 1st.

Trustee Foyt asked Mr. McNally to forward the list of the 12 Libraries to receive meal services to the Board.

**Development and
Planning Report
(Item VII.A.2.c.)**

No questions.

**Information
Technology Report
(Item VII.A.2.d.)**

Chair Ortiz shared March 2021 statistics regarding the use of eBooks and Audio Books, as well as Health and Wellness, Homeward Health and Online Learning programs. Chair Ortiz then addressed the public stating that the District is a very good asset for the community and a good resource to individuals that need it. He asked those listening to ensure this information is shared with everyone they know.

**Financial Services
Report
(Item VII.A.3.a.)**

No questions.

**General Services
Report
(Item VII.A.3.b.)**

Chair Ortiz recognized General Services Director John Vino for the work he has done with installing more electric vehicle charging stations at District locations. Chair Ortiz stated that he thinks there is a capacity for libraries to have at least two or three charging stations.

**Human Resources
Report
(Item VII.A.3.c.)**

No questions.

Trustee Benavidez moved to accept Reports VII.A.1-3. There was no opposition and the reports were accepted.

Unfinished Business

**Report on 2021
Nevada Legislature
issues by The Griffin
Company and staff.
(Item VIII.A.)**

Development and Planning Director Danielle Milam apologized that Chelsea Capurro of the Griffin Company had to leave the meeting by 7:00 p.m. Milam reported that the AB258 passed out of the Senate Education Committee thanks to its Chair and longtime District champion, Senator Mo Denis. There was nothing else to report.

Chair Ortiz asked if the Bill will now go to a full Senate vote and if that would be the final stop before the Governor's signature. Ms. Milam clarified that Chair Ortiz was correct. AB258 was on the list of Bills to be considered by the full Senate, but, at this moment, all of the Assembly-originated bills are being held until Senate-originated bills move through the Senate.

Chair Ortiz explained for new Board members that AB258 amended the rules for consolidated library districts to add a second employee, an internal auditor. It also contained language to allow the Board to change the educational requirements for the Executive Director position. Chair Ortiz explained that AB258 was submitted on the District's behalf and has made it through the Assembly Education Committee, the full Assembly, and now the Senate Education Committee.

**New Business
(Item IX)**

**Public Hearing on
the Las Vegas-Clark
County Library
District Tentative
Budget for Fiscal
Year 2021-2022.
(Item IX.A.)**

Trustee Benavidez moved to open Public Hearing on the Las Vegas-Clark County Library District Tentative Budget for Year 2021-2022. There was no opposition and the motion carried.

Executive Assistant Allison Boyer informed the Chair that no one signed up to speak during the public hearing.

Acting CFO, Floresto Cabilas presented the Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2021-2022. His presentation is attached as Appendix B.

Chair Ortiz asked Trustees for questions or comments. Trustee Rogers asked what was the anticipated Accounts Receivable from the PPE equipment reimbursement from the state. Mr. Cabilas stated that the District has applied for and are waiting to receive \$300,000.

Trustee Wilson asked what was the Ending Fund Balance before the pandemic and shutdown. Mr. Cabilas stated that the percentage was comparable to the current Ending Fund. Trustee Wilson then asked Mr. Cabilas' perspective on how the budget was handled prior to him becoming Acting CFO. Mr. Cabilas stated that he believed the projections were right knowing how the impact would affect the District. Trustee Wilson went on to compliment the Financial Team on the work they have done.

Trustee Whiteley asked for a definition of electronic databases and services, a budget line under Materials Budget. Mr. Cabilas stated they would be E-books and other streaming services. Trustee Whiteley also

asked if the reason the percentage for Services and Supplies went up less than a percentage point was due to the slim backs during the pandemic year. Mr. Cabias answered yes. The Trustees had no questions but thanked Mr. Cabias for his work.

Trustee Rogers moved to close the Public Hearing on the Las Vegas-Clark County Library District Tentative Budget for Year 2021-2022. There was no opposition and the motion carried.

Discussion and possible Board action regarding action to adopt the Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2021-2022. (Item IX.B.)

Chair Ortiz called the Regular meeting back to order.

Trustee Waugh moved to adopt the Final Las Vegas-Clark County Library District's Fiscal Year 2021-2022 Budget. There was no opposition from Committee members and the motion carried.

Mr. Cabias added that Trustees' signatures will be needed on the transmittal letter submitted to the state and Ms. Boyer would forwarding an email for signatures via DocuSign.

Discussion and possible Board action on Search for an Internal Auditor. (Item IX.C.)

Chair Ortiz reported that he asked for the auditor item to be brought up. He noted that staff were already conducting a search for a contract employee to do performance audits. With the movement of AB258 in the Nevada Senate, he felt that staff could look forward to an employee search. Ortiz asked Trustees if they believed the auditor should be housed at the Windmill Library and Service Center or one of the other District locations. Trustees Ramaker, Meléndrez, Jiron, and Rogers had no opinion. Trustee Waugh favored a location closer to Clark County and East Las Vegas; Trustee Whiteley suggested a location close to the candidate's home. Trustees Foyt and Wilson wanted the auditor located away from Windmill.

Trustee Waugh had questions about the auditor position and the relationship between the auditor and the Executive Director. Chair Ortiz explained the auditor would be conducting performance audits in each District division/department, not financial audits. Waugh was concerned that the position would undercut the position of the Executive Director. Ortiz replied that the position could provide unbiased reviews of each department processes and procedures and provide recommendations for improvements on a regular schedule. Counsel Welt clarified that the position would report to the Board. The auditor and executive Director would be co-equal positions.

Trustee Benavidez thought it was premature to discuss locating the auditor anywhere at this time, as AB258 had not been passed by both houses of the Legislature and signed by the Governor. In addition, she would like to request a discussion of whether to hire the auditor position come up before the Trustees again as Trustees Waugh, Jiron, and Turner Whiteley had not been on the Board when it was last discussed. This will allow them an opportunity to learn about why the position was added.

Trustee Foyt requested an explanation of why a search had begun when the position has not been approved yet by the Legislature. Chair Ortiz clarified that the Board had approved moving forward with a

contract or employee if the Legislature approved the change and he authorized a search for a contract position. Trustees then discussed what was approved and who could move to reconsider the decision, based upon Roberts Rules of Order. Counsel Welt agreed that someone who had voted in favor of the motion at the last time it was discussed could request to reconsider it. Upon questioning, Human Resources Director Jeff Serpico reported that staff had begun a search for a contractor to serve as the auditor, which had resulted in one candidate.

There was additional discussion of what was actually approved as Trustee Benavidez asked how the search was authorized. Counsel Welt said at the time that there could be a contract employee and Mr. Serpico confirmed that was the only search open at the moment and, as no decision had been made, the search could be cancelled/closed.

Chair Ortiz started polling the Trustees about what they wanted to do. Counsel Welt reminded Trustees that they would need to vote on reconsidering the item, not just placing it on a future agenda. Trustee Foyt moved to reconsider the matter concerning the hiring of either an independent or a contracted independent auditor as an employee of the Board. Trustees Foyt, Turner Whitely, Waugh, Meléndrez, Benavidez, Rogers, Jiron voted yes. Chair Ortiz, and Trustees Ramaker and Wilson voted no. The motion carried, 7-3.

Trustee Wilson, while voting made a point that there was no discussion before calling for the vote. He also talked about why he voted for the motion in the first place. He feels that information is hidden from the Board on purpose so Trustees do not actually have a vote on things. He continued by saying that the Board is spoon-fed limited sets of data and are being refused when he asks to audit it. He came to other Trustees for a solution and Chair Ortiz came up with the idea of a second employee, the auditor.

Trustee Rogers also commented while voting that hearing Trustee Wilson's remarks and Chair Ortiz' explanation of the limited focus of the auditor, he does not think it addresses the concern of Trustees Wilson.

Chair Ortiz acknowledged the motion passed and said the auditor discussion will be placed on a future agenda.

Announcements
(Item X.)

After a brief discussion, Trustees agreed that the Risk Management Committee Meeting would be held Thursday, June 10, 2021 at the East Las Vegas Library at 4:00 p.m.

After a brief discussion, Trustees agreed that the Nominating Committee Meeting will be held Thursday, June 10, 2021 at the East Las Vegas Library at 5:00 p.m.

After a brief discussion, Trustees agreed that the next Regular Board Meeting will be held Thursday, June 10, 2021 at the East Las Vegas Library at 6:00 p.m.

Trustees Benavidez and Meléndrez announced they would not be able to attend the June 10, 2021 meetings. Chair Ortiz then appointed Trustee Waugh to serve on the Risk Management Committee, since

Trustee Meléndrez, a member of the Risk Management Committee, would not be attending the June meeting.

With the above announcement in mind, Ms. Boyer asked if the Internal Auditor item should be placed on the July Meeting agenda, since Trustees Benavidez and Meléndrez would not be present for the June meeting. Chair Ortiz agreed.

Trustee Ramaker asked if Trustees Benavidez and Meléndrez could express an opinion on the Committee's slate, even though they would not be present at the meeting. Chair Ortiz responded that Trustees would need to be able to attend the meeting in some way to do that, which may not be possible.

Chair Ortiz announced that the Board Retreat will be held on Friday, June 25, 2021 from 8:00am to 5:00pm at the East Las Vegas Library. All Trustees confirmed they could attend.

Trustee Ramaker announced that Mesquite is looking for a New Finance Director or City Manager and requested everyone to keep an eye out for possible qualified candidates.

Discussion and possible Board action to update the District's *Public Comment Policy*. (Item IX.D)

Counsel Welt explained that a public citizen requested the Board to review the District's *Public Comments Policy* in light of the virtual meetings and expansion of the ability to make public comments through email. At the request of the Board, Welt reviewed the current policy and his proposed changes, which clarified that the comments, whether spoken or written, needed to include the submitter's name and address. There was a proposed limit of 500 words, which equaled 3 minutes, the current amount of time allowed for each speaker. There was discussion on the amount of written words to be allowed in email submissions.

Trustee Waugh moved to approve the changes to the District's *Public Comment Policy*. There was no opposition and the motion carried.

The approved *Public Comment Policy* is attached as Appendix C.

Public Comment (Item XI.)

Chair Ortiz asked if there were any public comments. Ms. Boyer stated that the comment received via email referenced wayfinding. She summarized the comment and stated that it will be included in the meeting Minutes. Appendix D.

Trustee Waugh requested a report in the future on re-examining the District's employee reimbursement policy.

Trustee Rogers understands that there have been conversations with different groups regarding library services on the West Side so he would like to request an item on a future agenda about a potential new library in that area.

Adjournment (Item XII.)

Chair Ortiz adjourned the meeting at 8:31 p.m.

Minutes - Board of Trustees' Meeting
May 20, 2021
Page 9

Respectfully submitted,

Kelly Benavidez, Secretary

2021 ATTENDANCE

May 20, 2021 Regular Board Meeting

Appendix A

2021		January 8 Special Board Mtg	January 21 Regular Board Mtg	February 18 Regular Board Mtg	March 11 Regular Board Mtg	March 23 Emergency Brd Mtg	April 8 Finance and Audit	April 8 Regular Board Mtg	May 20 Regular Board Mtg															
Benavidez	Kelly	P	P	P	P	P	P	P	P															
Bilbray-Axelrod*	Shannon	P	P	P	X	X	X	X	X															
Francis Drake**	Marilyn	P	P	P	P	P	P	P	X															
Foyt	Elizabeth	P	P	P	P	P	P	P	P															
Meléndrez	José	P	P	P	P	A-E	A-E	A-E	P															
Ortiz	Felipe	P	P	P	P	P	P	P	P															
Wadley-Munier*	Robin	P	P	P	P	P	P	P	X															
Ramaker	Sandra	P	P	P	P	P	P	P	P															
Wilson	Brian	P	P	P	P	A-E	A-E	A-E	P															
Rogers	Keith	A-E	P	P	P	P	P	P	P															
Waugh**	Nathaniel	X	X	X	P	P	P	P	P															
Jiron***	Jennifer	X	X	X	X	X	X	X	P															
Turner Whiteley†	Kate	X	X	X	X	X	X	X	P															

† attended Committee meeting but not a member

A-E Excused Absence
A-U Unexcused Absence

*Shannon Bilbray-Axelrod's term expired March 1, 2021
**Nathaniel Waugh was appointed March 2, 2021
*** Term expired April 18, 2021
**** Appointed to term beginning April 19, 2021

as of May 21, 2021

TENTATIVE/ PROPOSED BUDGET

Fiscal Year 2021–2022



FY 2022 Total Revenues

All Funds

Las Vegas-Clark County Library District FY 2022 Revenues				
	FY 2021 Budget	FY 2022 Budget	Variance FY 2022 vs. FY 2021	Percent Increase (Decrease)
General Fund	68,900,000	78,310,000	9,410,000	13.66%
Special Revenue Funds:				
Gift Fund	815,000	815,000	-	0.00%
Grant Fund	1,800,000	1,800,000	-	0.00%
Capital Projects Fund	50,000	30,000	(20,000)	(40.00%)
Debt Service Fund	10,000	10,000	-	0.00%
Total	71,575,000	80,965,000	9,390,000	13.12%

- The General Fund increase is due to property taxes and consolidated sales taxes
- The Capital Projects Fund earns interest revenues, but primarily relies on transfers from the General Fund

FY 2022 Total Expenditures

All Funds

Las Vegas-Clark County Library District FY 2022 Expenditures				
	FY 2021 Budget	FY 2022 Budget	Variance FY 2022 vs. FY 2021	Percent Increase (Decrease)
General Fund	70,084,868	71,811,599	1,726,731	2.46%
Special Revenue Funds:				
Gift Fund	815,000	815,000	-	0.00%
Grant Fund	1,800,000	1,800,000	-	0.00%
Capital Projects Fund	4,058,700	5,941,500	1,882,800	46.39%
Debt Service Fund	10,000	10,000	-	0.00%
Total	76,768,568	80,378,099	3,609,531	4.70%

- The General Fund increase is primarily due to personnel costs
- The Capital Projects increase is due to continuing projects deferred during the pandemic

General Fund

The General Fund is the operating fund for the District. It is used to account for all financial resources except for those required to be accounted for in another fund.



Budget Overview

General Fund Fiscal Year 2022

Revenues

- Property taxes increased \$3.8M (8%)
- Consolidated sales tax increased \$5.6M (31%)

Expenditures

- Total salaries and benefits increased \$1.4M (3%)
- Services and supplies increased \$52K (less than 1%)
- Library materials increased \$258K (3%)

Transfers to Capital Projects Fund

- In FY 2020, transfers were reduced from \$6M to \$3M
- In FY 2021, no transfers budgeted
- In FY 2022, \$19M budgeted

Ending Fund Balance

- Maintain at 20% of total expenditures (\$14.1M)

Las Vegas-Clark County

LIBRARY DISTRICT

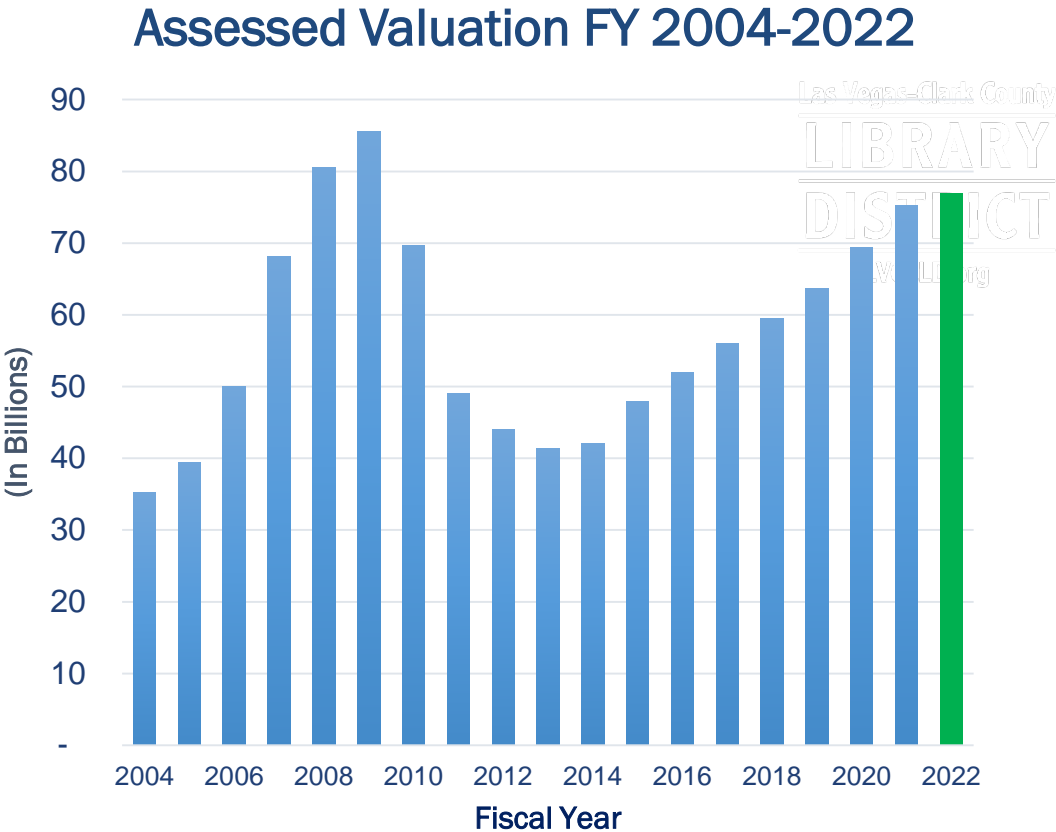
LVCCLD.org

Overview of Revenues

May 20, 2021 - Regular Board Meeting
Appendix B - Page 6

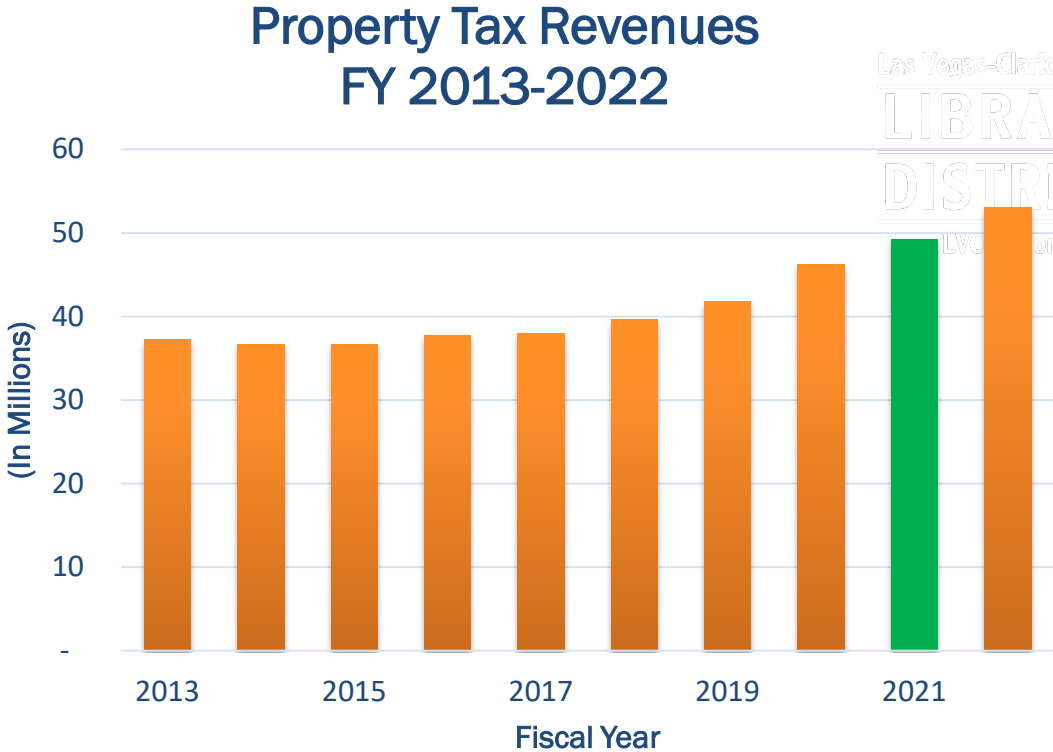


Assessed Value



- Property tax is based on Assessed Valuation (AV) of property
- AV continues its upward trend
- Any decline will take a fiscal year to become effective

Property Tax Revenues



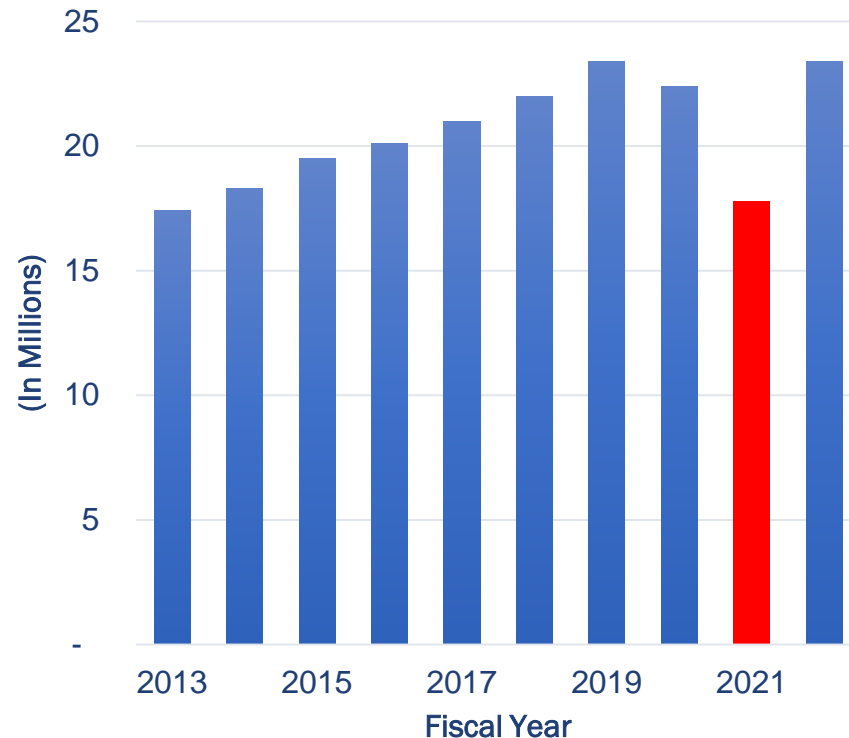
Property Taxes

FY 2022 – \$53.1M Budgeted
FY 2021 – \$49.3M Budgeted
FY 2020 – \$46.2M Actual
FY 2019 – \$43.0M Actual
FY 2018 – \$40.6M Actual
FY 2017 – \$38.6M Actual
FY 2016 – \$37.9M Actual
FY 2015 – \$36.7M Actual
FY 2014 – \$36.7M Actual
FY 2013 – \$36.2M Actual

- All FY 2021 revenues collected as expected
- We expect to collect all FY 2022 revenues
 - Possible increase in delinquent revenues

FY 2022 Consolidated Sales Tax Revenue

Consolidated Sales Tax (CTX)
Revenue FY 2013-2022



Las Vegas-Clark County
**LIBRARY
DISTRICT**

FY 2022 – \$23.4M Budgeted

FY 2021 – \$17.8M Budgeted

FY 2020 – \$22.4M Actual

FY 2019 – \$23.4M Actual

FY 2018 – \$22.0M Actual

FY 2017 – \$21.0M Actual

FY 2016 – \$20.1M Actual

FY 2015 – \$19.5M Actual

FY 2014 – \$18.3M Actual

FY 2013 – \$17.4M Actual

- Budgeted FY 2022 CTX revenue returns to pre-pandemic levels
- FY 2021 CTX revenue was projected to decrease by \$4.6M from FY 2020
- Current FY 2021 projections expect CTX revenue to reach \$22.0M, \$4.2M higher than budgeted

FY 2022 Total Revenues

General Fund

Las Vegas-Clark County Library District FY 2022 Revenues				
	FY 2021 Budget	FY 2022 Budget	Variance FY 2022 vs. FY 2021	Percent Increase (Decrease)
General Fund Revenues:				
Property Taxes	49,300,000	53,100,000	3,800,000	7.71%
Consolidated Tax	17,800,000	23,400,000	5,600,000	31.46%
Charges for Services	570,000	500,000	(70,000)	(12.28%)
Fines and Forfeits	450,000	500,000	50,000	11.11%
Miscellaneous Revenue	765,000	790,000	25,000	3.27%
Investment Income	15,000	20,000	5,000	33.33%
Total	68,900,000	78,310,000	9,410,000	13.66%

- FY 2022 Property Tax Revenue collectability will be monitored throughout the fiscal year
- FY 2021 CTX of \$17.8M is the original budget projection
 - The current estimate is \$22M
- FY 2022 CTX budget of \$23.4M is 7% higher than the FY 2021 estimate of \$22M

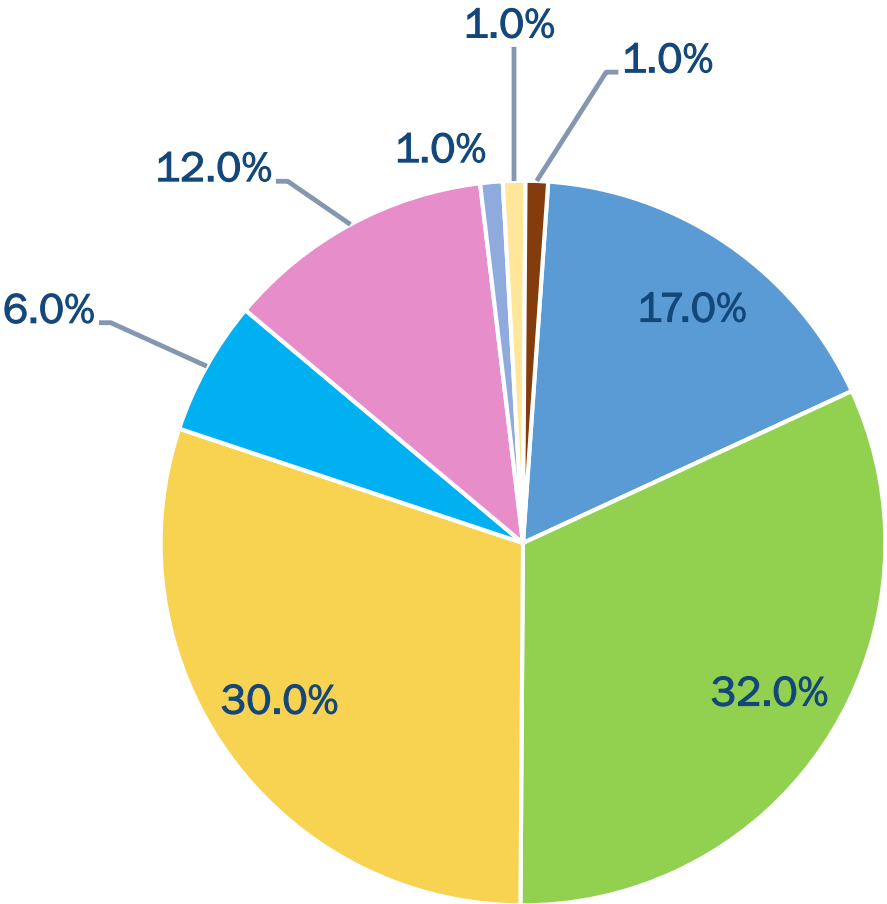
FY 2022 Total Expenditures

General Fund

Las Vegas-Clark County Library District FY 2022 Expenditures				
	FY 2021 Budget	Preliminary FY 2022 Budget	Variance FY 2022 vs. FY 2021	Percent Increase (Decrease)
General Fund Expenditures:				
Salaries	31,770,975	32,562,438	791,463	2.49%
Benefits	12,499,827	13,125,445	625,618	5.01%
Services and Supplies	15,304,682	15,356,409	51,727	0.34%
Library Materials	10,509,384	10,767,307	257,923	2.45%
Total	70,084,868	71,811,599	1,726,731	2.46%

- Salaries and benefits reflect pay increases effective July 1, 2021
- In FY 2022, Services and supplies will be maintained at FY 2021 levels
- Library materials represents 15% of total budgeted expenditures

Materials Budget



Materials Allocation \$10.8M:

- Adult Print – \$1.83M or 17.0%
- Downloadable eBooks & Media – \$3.45M or 32.0%
- Electronic Databases & Services – \$3.23M or 30.0%
- Adult Audio Visual – \$0.65M or 6.0%
- Juvenile Print – \$1.29M or 12.0%
- Juvenile Audio Visual – \$0.11M or 1.0%
- Languages – \$0.11M or 1.0%
- Nontraditional Items – \$0.11M or 1.0%

Ending Fund Balance

General Fund Budget

- Ending Fund Balance of \$14.1M is 20% of FY 2021-2022 expenditures, but 18% of Total Available Resources
- Necessary to provide liquidity for cash outflows
- Acts as a cushion during economic downturns
- The District will transfer \$19M from the General Fund to the Capital Projects Fund to replenish critical programs

Capital Projects Fund

The Capital Projects Fund accounts for the acquisition, replacement, or construction of major capital projects and facilities.



Capital Projects Fund Transfers In and Budgeted Expenditures FY 2021-2022

Capital Program	6/30/2021 Estimated Ending Funding Balance	FY 2022 Transfers from General Fund	FY 2022 Budgeted Revenues	FY 2022 Budgeted Expenditures	6/30/2022 Budgeted Ending Funding Balance
Library Services Platform Replacement					
Technology Replacements and Upgrades	1,816,314	4,000,000		(1,285,000)	4,531,314
Building Repair and Maintenance	2,630,783	4,500,000		(2,403,500)	4,727,283
Vehicle Purchase and Replacement	208,694	500,000		(150,000)	558,694
Library Materials					
Furniture Purchase and Replacement	158,243	500,000		(75,000)	583,243
Financial Services	508,238			(305,000)	203,238
Community Engagement/Programming and Venues	366,595	500,000		(723,000)	143,595
Capital Construction		9,000,000	30,000	(1,000,000)	8,030,000
TOTAL	5,688,867	19,000,000	30,000	(5,941,500)	18,777,367

- In FY 2021, capital projects were reduced to the minimum necessary to maintain operations
- Transfers from the General Fund needed to replenish the Technology Replacements/Upgrades and Building Repair/Maintenance Programs
- In FY 2022, the focus will be on shorter-term projects while building a reserve for longer-term projects

Special Revenue Funds

Special Revenue Funds account for the proceeds of specific revenue sources, which are the Grant Fund and Gift Fund.



Special Revenue Funds

Special Revenue – \$2.6M:

- Literacy (Adult Learning Program) and Other Grants – \$1.8M
- Donations in the Gift Fund – \$0.8M

Debt Service Fund

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, general obligation bonds.

Debt Service Fund

- The District has no outstanding debt obligations requiring the repayment of bonds
- Last debt service payment made in January 2019

Las Vegas-Clark County

LIBRARY

DISTRICT

LVCCLD.org

Questions?



Public Comment Policy

"Public Comment" will be placed on the Agenda in two locations: 1) after Roll Call for public comment on items listed for discussion on the Agenda and 2) after Announcements and before Adjournment for each Library District's Board of Trustees' Meeting. The public comment period at Library District Board Meetings shall be limited to a maximum of forty-five (45) minutes for both periods of public comment.

Anyone wishing to speak during the meeting must sign-up on the roster provided prior to the public comment period. The sign-up must include the commenter's name, legal address, and the agenda item that is being commented on. Commenters should state if they want their remarks included in the minutes of the meeting. If there is no agenda item listed, the person will be called on at the end of the meeting.

Remarks by speakers during the public comment period shall be limited to three (3) minutes, each. A speaker may not transfer time to another speaker; although, the Chair has the authority to grant additional time to a speaker.

Anyone wishing to comment via email during the meeting must send an email to boardcomments@lvccld.org. The email must include the commenter's name, legal address, and the agenda item that is being commented on.

Email comments are limited to 500 in words in length and must also identify whether the commenter wants their remarks to be included in the minutes of the meeting.

Any comments which do not state the commenter's name, legal address, or exceed 500 words in length shall not be considered.

Any comments which do not identify an agenda item will be read at the end of the meeting.

When more than fifteen (15) people wish to comment, the chair shall proportionately reduce the time allotted to the forty-five minute maximum.

From: [Graeme Williams](#)
To: [boardcomments](#)
Subject: Board Meeting 5/20/21: A note on wayfinding
Date: Thursday, May 20, 2021 9:20:43 AM

LVCCLD Board of Trustees Meeting 5/20/21

Public Comment on Agenda Item XI

Graeme Williams
8705 Orvieto Dr
Las Vegas, NV 89117

We want visiting the library to be easy and fun, but people visiting the library can be stressed and short of time. Navigating the library shouldn't be a barrier to services. Clear signs can help patrons, but poor signs can be confusing. People won't continue to use the library if it's hard or time-consuming.

Over the past year, I've visited LVCCLD branches to look at signs and other aspects of "wayfinding". I've summarized my observations, including photos of what I saw, in this note:

<https://github.com/lagbolt/library/blob/main/LVCCLD-signage.md>

My conclusion is that some simple improvements are easy to do.

I request that the board refer my note to the Executive Director for immediate action.