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.

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.
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
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 Cabias 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. Cabias 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. Cabias stated that the percentage was comparable to the current Ending Fund. Trustee Wilson then asked Mr. Cabias’ perspective on how the budget was handled prior to him becoming Acting CFO. Mr. Cabias 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. Cabias 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.

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.

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 Whiteley, 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.
Respectfully submitted,

Kelly Benavidez, Secretary
## 2021 ATTENDANCE

<table>
<thead>
<tr>
<th>Name</th>
<th>January 8 Special Board Mtg</th>
<th>January 21 Regular Board Mtg</th>
<th>February 18 Regular Board Mtg</th>
<th>March 11 Regular Board Mtg</th>
<th>March 23 Emergency Brd Mtg</th>
<th>April 8 Finance and Audit</th>
<th>April 8 Regular Board Mtg</th>
<th>May 20 Regular Board Mtg</th>
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<tr>
<td>Benavidez Kelly</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
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<td>P</td>
<td>P</td>
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<td>Bilbray-Axelrod* Shannon</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Francis Drake** Marilyn</td>
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<td>P</td>
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<td>P</td>
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<td>P</td>
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<td>Foyt Elizabeth</td>
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<td>P</td>
<td>P</td>
<td>P</td>
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<td>Meléndrez José</td>
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<td>P</td>
<td>A-E</td>
<td>A-E</td>
<td>A-E</td>
<td>P</td>
<td>P</td>
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<tr>
<td>Ortiz Felipe</td>
<td>P</td>
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<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
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<td>Wadley-Munier** Robin</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
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<td>Ramaker Sandra</td>
<td>P</td>
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<td>P</td>
<td>P</td>
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<td>Rogers Keith</td>
<td>A-E</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
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<tr>
<td>Waugh** Nathaniel</td>
<td>X</td>
<td>X</td>
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<td>P</td>
<td>P</td>
<td>P</td>
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<td>Jiron**** Jennifer</td>
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<td>Turner Whiteley* Kate</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>P</td>
</tr>
</tbody>
</table>

*attended Committee meeting but not a member

A-E Excused Absence
A-U Unexcused Absense

*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

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.

<table>
<thead>
<tr>
<th>Las Vegas-Clark County Library District</th>
<th>FY 2022 Revenues</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY 2021 Budget</td>
</tr>
<tr>
<td>General Fund</td>
<td>68,900,000</td>
</tr>
<tr>
<td>Special Revenue Funds:</td>
<td></td>
</tr>
<tr>
<td>Gift Fund</td>
<td>815,000</td>
</tr>
<tr>
<td>Grant Fund</td>
<td>1,800,000</td>
</tr>
<tr>
<td>Capital Projects Fund</td>
<td>50,000</td>
</tr>
<tr>
<td>Debt Service Fund</td>
<td>10,000</td>
</tr>
<tr>
<td>Total</td>
<td>71,575,000</td>
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</table>
The General Fund increase is primarily due to personnel costs.

The Capital Projects increase is due to continuing projects deferred during the pandemic.

### Las Vegas-Clark County Library District

#### FY 2022 Expenditures

<table>
<thead>
<tr>
<th>Fund</th>
<th>FY 2021 Budget</th>
<th>FY 2022 Budget</th>
<th>FY 2022 vs. FY 2021</th>
<th>Percent Increase (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>70,084,868</td>
<td>71,811,599</td>
<td>1,726,731</td>
<td>2.46%</td>
</tr>
<tr>
<td>Special Revenue Funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gift Fund</td>
<td>815,000</td>
<td>815,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Grant Fund</td>
<td>1,800,000</td>
<td>1,800,000</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td>Capital Projects Fund</td>
<td>4,058,700</td>
<td>5,941,500</td>
<td>1,882,800</td>
<td>46.39%</td>
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<tr>
<td>Debt Service Fund</td>
<td>10,000</td>
<td>10,000</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>76,768,568</strong></td>
<td><strong>80,378,099</strong></td>
<td><strong>3,609,531</strong></td>
<td><strong>4.70%</strong></td>
</tr>
</tbody>
</table>
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)
Overview of Revenues
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 FY 2013-2022

- **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

- 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

<table>
<thead>
<tr>
<th>General Fund Revenues:</th>
<th>FY 2021 Budget</th>
<th>FY 2022 Budget</th>
<th>FY 2022 vs. FY 2021 Increase (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Taxes</td>
<td>49,300,000</td>
<td>53,100,000</td>
<td>3,800,000 (7.71%)</td>
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<tr>
<td>Consolidated Tax</td>
<td>17,800,000</td>
<td>23,400,000</td>
<td>5,600,000 (31.46%)</td>
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<tr>
<td>Charges for Services</td>
<td>570,000</td>
<td>500,000</td>
<td>(70,000) (12.28%)</td>
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<tr>
<td>Fines and Forfeits</td>
<td>450,000</td>
<td>500,000</td>
<td>50,000 (11.11%)</td>
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<tr>
<td>Miscellaneous Revenue</td>
<td>765,000</td>
<td>790,000</td>
<td>25,000 (3.27%)</td>
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<tr>
<td>Investment Income</td>
<td>15,000</td>
<td>20,000</td>
<td>5,000 (33.33%)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>68,900,000</strong></td>
<td><strong>78,310,000</strong></td>
<td><strong>9,410,000 (13.66%)</strong></td>
</tr>
</tbody>
</table>

- 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
## General Fund

### Las Vegas-Clark County Library District

**FY 2022 Expenditures**

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

- 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

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

- 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
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
Questions?
"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@lvclld.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.

Amended and effective as of June 11, 1998 by the LVCCLD Board of Trustees; amended and effective as of January 8, 2004; amended and effective as of September 8, 2011; amended and effective as of May 20, 2021.
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:


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.