

**PROPOSED AGENDA**  
**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION**  
**Board of Directors Meeting**  
**November 10, 2021**

DATE: Wednesday, November 10, 2021  
TIME: 12:00 p.m. to 1:00 p.m.  
PLACE: This meeting will take place online only via Zoom.

Join Zoom Meeting

<https://us06web.zoom.us/j/84597721359?pwd=TDhYNmRLajgzVXIneWdsOHNTMUl0Zz09>

Meeting ID: 845 9772 1359  
Passcode: 066076

I. Roll Call

II. Public Comment

Topics raised under this item must be limited to matters on today's Agenda. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed.

The public comment period at Library Foundation board meetings shall be limited to a maximum of forty-five (45) minutes for both periods of public comment. 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. When more than fifteen (15) people wish to comment, the chair shall proportionately reduce the time allotted to the forty-five minute maximum.

III. Board action to accept Proposed Agenda

IV. Board action to accept Minutes from September 23, 2021

V. Presentation of Audited Financial Statements – discussion and action with Auditor Gary Lein of Hilburn & Lein, CPAs.

VI. September 23, 2021 meeting follow up items

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- a. List of 50 CCSD schools in the pilot partnership
- b. Playbook 2026 slide decks from each Library Director are in the Resources section of Diligent Boards
- c. Priority Projects
- d. Card holder survey to go out in December/January
- e. Please fill out Doodle Poll for joint board luncheon  
[https://doodle.com/poll/2twebfexw9w7pfhx?utm\\_source=poll&utm\\_medium=link](https://doodle.com/poll/2twebfexw9w7pfhx?utm_source=poll&utm_medium=link)

VII. Public Comment

Topics raised under this item cannot be acted upon until the notice provisions of the open meeting law have been met. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed.

VIII. Adjournment

NOTE: AT ANY TIME, ANY ITEM ON THIS AGENDA MAY BE TAKEN OUT OF ORDER, COMBINED WITH ONE OR MORE OTHER ITEMS ON THE AGENDA OR REMOVED FROM THE AGENDA, EITHER AT THE DISCRETION OF THE CHAIR OR BY VOTE OF THE BOARD.

NOTE: REASONABLE EFFORTS WILL BE MADE TO ASSIST AND ACCOMMODATE PERSONS WITH PHYSICAL DISABILITIES DESIRING TO ATTEND THE MEETING. PLEASE CALL SHERRY WALKER AT (702) 507-6183 SO THAT ARRANGEMENTS FOR ATTENDANCE MAY BE MADE.

NOTE: PLEASE CONTACT SHERRY WALKER AT (702) 507-6183 OR [walkers@lvccld.org](mailto:walkers@lvccld.org) TO REQUEST THE SUPPORTING MATERIAL FOR THIS MEETING. SUPPORTING MATERIAL WILL BE MADE AVAILABLE AT THE MEETING LOCATION ON THE DAY OF THE MEETING AFTER 3:00 P.M.

Pursuant to NRS 241.020, written notice of the meeting of the Las Vegas-Clark County Library District Foundation Board of Directors was given on Thursday, November 4, 2021, i.e., given at least three (3) working days before the meeting, including in the notice the time, place, location and agenda of the meeting:

- A. By delivering a copy of the notice to each Foundation Board Member;
- B. By posting a copy of the notice at the principal office of the Foundation, or if there is no principal office, at the building in which the meeting is to be held, and at least three other separate, prominent places within the jurisdiction of the Foundation, to wit:

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1. Clark County Library  
1401 E. Flamingo Road  
Las Vegas, NV 89119
  2. Enterprise Library  
25 E. Shelbourne Ave.  
Las Vegas, NV 89123
  3. West Charleston Library  
6301 W. Charleston Boulevard  
Las Vegas, NV 89146
  4. Windmill Library  
7060 W. Windmill Lane  
Las Vegas, NV 89113
  5. Las Vegas-Clark County Library District Foundation website  
[www.lvccldfoundation.org](http://www.lvccldfoundation.org)
  6. Nevada Public Notice Website: <https://notice.nv.gov/>
- C. By mailing a copy of the notice to each person, if any, who has requested notice of the meetings of the Las Vegas-Clark County Library District Foundation Board of Directors in the same manner in which notice is requested to be mailed to a member of the Library Board of Directors.

**Minutes**  
**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION**  
**Board of Directors Meeting**  
**September 3, 2021**

The Board of Directors of the Las Vegas-Clark County Library District Foundation met on September 23, 2021, via Zoom at 12:00 p.m.

**Board Members in**

**Attendance:**

Elaine Sanchez, President  
Jane Mac, Secretary-Treasurer  
Kelly Benavidez, Director  
Tamar Hoapili, Director  
Felipe Ortiz, Director  
Nicole Rogers, Director  
Chris Way, Director  
Kelvin Watson, Ex-Officio Director

**Board Members Absent:**

Chaka Crome, Director  
Keiba Crear, Director  
Edward Kojane, Director  
John Pourciau, Director  
Dan Sarazin, Director

**Guests:**

Tom Lawyer

**Staff:**

Leslie Valdes  
Sherry Walker

**Roll Call  
(Item I)**

President Sanchez called the meeting to order at 12:02 p.m. All members listed above represent a quorum.

**Public Comment  
(Item II)**

None

**Board Action to  
accept proposed  
agenda  
(Item III)**

Director Benavidez moved to approve the proposed agenda, Director Way seconded the motion. All voted in favor, motion carried.

**Board Action to  
accept minutes from  
June 16, 2021  
(Item IV)**

Director Benavidez moved to approve the Minutes from June 16, 2021. Director Rogers seconded the motion. All voted in favor, motion carried.

Minutes – Board of Directors Meeting  
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**Presentation to  
departing board  
member Tom Lawyer  
(Item V)**

President Sanchez thanked Tom Lawyer for his service to the Foundation and support of public libraries for the past eighteen years. Ms. Sanchez continued that Tom and his wife Bonnie went beyond their commitment by giving out 73 scholar awards, totaling \$89,000, to youth at the West Las Vegas library. These awards provided an immense opportunity to underserved youth and made a huge difference in the community. President Sanchez asked Mr. Lawyer if he would like to say a few words.

Mr. Lawyer thanked the LVCCLD staff for their work in the branches, especially the staff at the West Las Vegas Library. Mr. Lawyer then thanked Danielle Milam and Sherry Walker for putting together the Scholar Awards program each year. Mr. Lawyer thanked the board for the recognition and the award and stated it was an honor to be part of the Foundation Board of Directors.

President Sanchez stated that she has asked the Library District Branding and Marketing Department to put out a press release recognizing the contribution of Tom and his wife Bonnie.

**Presentation of  
LVCCLD Strategic  
Playbook 2026  
(Item VI)**

Executive Director Kelvin Watson reviewed the new strategic plan of the Las Vegas-Clark County Library District, Playbook 2026, which was formally adopted by the LVCCLD Board of Trustees on July 8, 2021. Director Watson explained that Playbook 2026 is an extension of Vision 2020, putting the plan and deliverables into action. He added that it is an all-inclusive plan, with every staff member being invested in its success. The Playbook is based on four pillars- Power People, Powerful Places, Powerful Partners, and Powerful Platforms and is a bottom-up, across the board plan. Director Watson stated that library staff is working to align their branch plans with the Playbook and new partnerships have already been put into place, including one with the Clark County School District. This partnership, called Community Share, will start with a pilot program of 50 schools, and all students from these schools will have access to library materials without a library card, through their CCSD portal. Director Watson continued that another new partnership with the RTC launched last week, along with various other initiatives that are being rolled out.

Director Watson explained that the Playbook will be fluid and reviewed on a regular basis, making changes as needed. Director Watson asked if there were any questions from the board.

President Sanchez asked how will you decide which projects take priority in the Playbook? Director Watson answered that each Library Director has prioritized their Department goals, and this will provide a road map. He continued that it would be day to day as new opportunities arise and circumstances change. President Sanchez asked if there was a list or whitepaper on the most pressing projects so that Foundation Board members could know how to best assist the library district. Director Watson replied that there are additional slide decks that list out the primary focus of each library department and he can share those decks with the board. Director Ortiz noted

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on page 35 and 36 of the Playbook is a list of projects that the library will focus on and asked if Director Watson could narrow down that list and share it with the board. Director Watson agreed that he would look over the list and share five to eight of the most pressing projects with the Foundation Board.

Director Rogers asked which are the 50 schools that are involved in the Community Share pilot program, are they spread all over the Las Vegas Valley. Director Watson replied that the school district will pick the schools and once the list is finalized, he will share it with the board members.

Director Mac asked if the Library District is in conversations with the City of Las Vegas to explore another New Markets Tax Credit Deal in light of the pandemic relief funding they are receiving. Director Watson replied the library district is working with the City of Las Vegas on expanding broadband access, but not specifically New Markets Tax Credits at this time. Ms. Walker added the both the Library District and Foundation have filed applications for American Rescue Plan funds with the City and the County to support after school tutoring and hotspots.

There were no other questions from the board and President Sanchez thanked Director Watson for his time.

**Foundation alignment  
with Playbook 2026  
(Item VII)**

Ms. Walker reviewed the Development and Planning slide deck to highlight the Foundation's role in the Playbook 2026. She reviewed the priority projects of the Foundation including Teachers in Libraries and Teen Tech Center and possible ways to engage new donors. President Sanchez asked if there were any questions from the board members. Director Ortiz suggested that a survey be sent out to library cardholders to see how they would like to support the library. Ms. Walker added that she could work with Branding and Marketing to add a survey in the next library newsletter.

Director Way suggested that it would be beneficial to rearticulate and list out the goals of the Foundation, including the dollar amount needed for each program. President Sanchez agreed that this list of goals is a good idea and will be the focus of the next few meetings.

Ms. Walker introduced Leslie Valdes who is the Volunteer Coordinator and operates all of the bookstores, book sales, and Amazon sales for the Library District. Ms. Valdes gave an overview of the volunteer program, bookstore operations, and discussed the holiday book sale at the Sahara West library scheduled for December 2 and 3.

**Discussion and action  
to elect new Director  
(Item VIII)**

President Sanchez shared with the Board that she and Keiba Crear met with potential board member Michael Kalish, commercial real estate attorney for Brownstein, Hyatt, Farber and Shreck (BHFS). President Sanchez told the board of his background and experience, and stated that she and Director Crear believe that Mr. Kalish would be a wonderful addition to the Foundation Board of Directors. President Sanchez asked if there were any questions from the board.

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**Review financial  
statements  
(Item IX)**

Director Mac stated that the Foundation currently contracts with Bryce Loveland of BHFS for legal services and asked if there were any conflicts of interest by bringing Mr. Kalish onto the board. Ms. Walker replied that the question was asked and Mr. Loveland stated there is no conflict of interest by bringing Mr. Kalish on as a board member. Hearing no other questions, Director Ortiz made a motion to elect Michael Kalish to the Foundation Board of Directors. Director Way seconded the motion; all voted in favor, motion passes. Treasurer Mac reviewed the unaudited year-end financials for the fiscal year 2020-2021 and stated that at the November 10 meeting the audited financials will be presented by Gary Lein.

**Announcements  
(Item X)**

Ms. Mac reviewed the current financial position of the Foundation as of August 31, 2021 and asked if there were any questions from the board. There were no questions.

**Public Comment**

None

**(Item XI)  
Adjournment  
(Item XII)**

None

The meeting was adjourned at 1:02 pm

Respectfully submitted,

Jane Mac, Secretary

**ITEM V: Presentation of Audited Financial Statements**

Gary Lein, Principal of Hilburn & Lein, CPAs will provide an overview of the draft Financial Statements for the Foundation, as of June 30, 2021.

**Motion: Approve the Foundation's Financial Statements, as presented by Gary Lein, CPA.**



**DRAFT**  
DISCUSSION PURPOSES ONLY  
10/25/21

***LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.***  
***FINANCIAL STATEMENTS***  
***JUNE 30, 2021 AND 2020***

LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.

JUNE 30, 2021 AND 2020

DRAFT  
DISCUSSION PURPOSES ONLY

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**DRAFT**  
DISCUSSION PURPOSES ONLY

## **INDEPENDENT AUDITORS' REPORT**

To the Board of Directors and Members of  
Las Vegas-Clark County Library District Foundation, Inc.  
Las Vegas, Nevada

We have audited the accompanying financial statements of Las Vegas-Clark County Library District Foundation, Inc. (a Domestic Nonprofit Corporation), which comprise of the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the Auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Las Vegas-Clark County Library District Foundation, Inc. as of June 30, 2021 and 2020, and the changes in net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Las Vegas-Clark County Library District Foundation, Inc.  
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***Effect of Adopting New Accounting Standard***

As discussed in Note 2, during the year ended June 30, 2021, the Foundation adopted Accounting Standards Update (ASU) 2014-09, *Revenue from Contracts with Customers (Topic 606)* and ASU No. 2018-08, *Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. Our opinion is not modified with respect to this matter.

Las Vegas, Nevada  
July 1, 2021

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**STATEMENTS OF FINANCIAL POSITION**  
**JUNE 30, 2021 AND 2020**

DRAFT  
DISCUSSION PURPOSES ONLY

ASSETS

	<u>2021</u>	<u>2020</u>
<b>CURRENT ASSETS</b>		
Cash - Notes 3, 4, and 7	\$ 366,659	\$ 454,339
Certificates of Deposit - Notes 4 and 6	1,409,000	1,285,377
Other Receivable	16,139	38,577
Interest Receivable	74,120	68,015
Inventory - Note 2	173,795	312,090
	<u>2,039,713</u>	<u>2,158,398</u>
<b>LONG-TERM ASSETS</b>		
Certificates of Deposit - Notes 4 and 6	883,973	1,784,889
Investments - Note 9	1,071,448	227,179
Notes Receivable - Note 8	17,981,600	17,981,600
	<u>19,937,021</u>	<u>19,993,668</u>
<b>TOTAL ASSETS</b>	<u>\$ 21,976,734</u>	<u>\$ 22,152,066</u>

LIABILITIES AND NET ASSETS

<b>CURRENT LIABILITIES</b>		
Accounts Payable	\$ 1,319	\$ 1,243
Credit Card Payable	3,340	334
Due to Related Parties	103,056	143,732
Unearned Revenue	-	20,415
	<u>107,715</u>	<u>165,724</u>
<b>TOTAL LIABILITIES</b>	<u>107,715</u>	<u>165,724</u>
<b>NET ASSETS:</b>		
Without Donor Restrictions	937,853	648,029
With Donor Restrictions - Note 5	20,931,166	21,338,313
	<u>21,869,019</u>	<u>21,986,342</u>
<b>TOTAL NET ASSETS</b>	<u>21,869,019</u>	<u>21,986,342</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 21,976,734</u>	<u>\$ 22,152,066</u>

The accompanying notes are an integral part of these financial statements

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

DRAFT  
DISCUSSION PURPOSES ONLY

	<u>2021</u>	<u>2020</u>
<b><u>WITHOUT DONOR RESTRICTIONS:</u></b>		
REVENUES		
Contributions	\$ 22,594	\$ 109,734
Other Income	500	-
Interest Income	291,094	268,583
 TOTAL REVENUES BEFORE NET ASSETS RELEASED FROM RESTRICTIONS	 <u>314,188</u>	 <u>378,317</u>
 Net Assets Released from Restrictions	 796,467	 753,518
 TOTAL REVENUES WITHOUT DONOR RESTRICTIONS	 <u>1,110,655</u>	 <u>1,131,835</u>
 EXPENSES		
Program Service Expenses	796,467	753,518
General and Administrative	24,364	15,805
	<u>820,831</u>	<u>769,323</u>
 CHANGE IN ASSETS WITHOUT DONOR RESTRICTIONS	 \$ <u>289,824</u>	 \$ <u>362,512</u>
<b><u>WITH DONOR RESTRICTIONS:</u></b>		
REVENUES		
Bookstore Sales - Note 2	\$ 97,767	\$ 313,397
Contributions	5,106	222,442
Grants	286,447	204,944
 TOTAL REVENUES BEFORE NET ASSETS RELEASED FROM RESTRICTIONS	 <u>389,320</u>	 <u>740,783</u>
 Net Assets Released from Restrictions	 (796,467)	 (753,518)
 TOTAL REVENUES WITH DONOR RESTRICTIONS	 <u>(407,147)</u>	 <u>(12,735)</u>
 EXPENSES	 <u>-</u>	 <u>-</u>
 CHANGE IN ASSETS WITH DONOR RESTRICTIONS	 \$ <u>(407,147)</u>	 \$ <u>(12,735)</u>

The accompanying notes are an integral part of these financial statements

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**STATEMENTS OF CHANGES IN NET ASSETS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

DRAFT  
DISCUSSION PURPOSES ONLY

	<u>2021</u>	<u>2020</u>
Net Assets at Beginning of Year:		
Without Donor Restrictions	\$ 648,029	\$ 285,517
With Donor Restrictions	<u>21,338,313</u>	<u>21,351,048</u>
	<u>21,986,342</u>	<u>21,636,565</u>
Increase in Net Assets:		
Without Donor Restrictions	289,824	362,512
With Donor Restrictions	<u>(407,147)</u>	<u>(12,735)</u>
	<u>(117,323)</u>	<u>349,777</u>
NET ASSETS AT END OF YEAR:		
WITHOUT DONOR RESTRICTIONS	937,853	648,029
WITH DONOR RESTRICTIONS	<u>20,931,166</u>	<u>21,338,313</u>
	<u>\$ 21,869,019</u>	<u>\$ 21,986,342</u>

The accompanying notes are an integral part of these financial statements

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**STATEMENTS OF FUNCTIONAL EXPENSES**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

DRAFT  
DISCUSSION PURPOSES ONLY

	<u>2021</u>	<u>2020</u>
Program Service Expenses:		
Contracts - Homework Help	\$ 265,001	\$ 115,101
Awards and Grants	16,403	13,400
Supplies, Postage, Shipping, and Delivery	37,058	16,179
Printing and Copying	110	69
Books, Subscriptions, and Reference Materials	237	537
Conference, Convention, and Meetings	3,127	1,420
Board Meeting Hospitality	980	1,038
Computer Services	4,841	3,589
Reimbursed Restricted Gifts to Library District	220,247	316,424
Special Event Expenses	1,931	29,755
Catering	739	9,171
Gross Wages	30,100	31,101
Payroll Fees	1,624	1,605
Payroll Taxes - Employer	2,723	2,783
NMTC - Contribution to Library District	211,346	211,346
	<u>796,467</u>	<u>753,518</u>
General and Administrative:		
Staff Development	2,461	-
Insurance - Employee	1,008	855
Insurance - Non-Employee	1,545	1,545
Advertising	-	1,939
Bank Fees and Charges	5,731	3,942
Professional Fees	13,419	7,164
Taxes, Licenses, and Fees	200	250
Miscellaneous	-	110
	<u>24,364</u>	<u>15,805</u>
<b>TOTAL FUNCTIONAL EXPENSES</b>	<u><u>\$ 820,831</u></u>	<u><u>\$ 769,323</u></u>

The accompanying notes are an integral part of these financial statements



**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**STATEMENTS OF CASH FLOWS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

	<u>2021</u>	<u>2020</u>
CASH FLOWS FROM (USED BY) OPERATING ACTIVITIES:		
Increase (Decrease) in Net Assets	\$ (117,323)	\$ 349,777
ADJUSTMENTS TO RECONCILE NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
Changes in:		
Other Receivable	22,438	(21,080)
Interest Receivable	(6,106)	5,158
Inventory	138,295	(177,381)
Unearned Revenue	(20,415)	-
Accounts Payable	76	(1,167)
Credit Card Payable	3,006	(582)
Due to Related Parties	(40,676)	(2,566)
	<u>96,618</u>	<u>(197,618)</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>(20,705)</u>	<u>152,159</u>
CASH FLOWS USED FOR INVESTING ACTIVITIES		
Redemption (Purchase) of Certificates of Deposit	777,294	(15,267)
Purchase of Investments	(844,269)	(227,179)
	<u>(66,975)</u>	<u>(242,446)</u>
CASH FLOWS FROM FINANCING ACTIVITIES	<u>-</u>	<u>-</u>
NET DECREASE IN CASH	(87,680)	(90,287)
Cash at Beginning of Year	<u>454,339</u>	<u>544,626</u>
CASH AT END OF YEAR	<u>\$ 366,659</u>	<u>\$ 454,339</u>

The accompanying notes are an integral part of these financial statements

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

**NOTE 1 - ORGANIZATION**

Las Vegas-Clark County Library District Foundation, Inc. (the "Foundation") is a nonprofit organization incorporated on October 15, 2002 and is located in Las Vegas, Nevada. The Foundation was formed to provide aid, support and assistance in the promotion, growth and improvement of the Las Vegas-Clark County Library District (the "Library District").

The Foundation is governed by a Board of Directors (the "Board") that shall have not less than three and not more than fifteen members of which two members shall, at all times, be appointed from the current membership of the Library District's Board of Trustees, and the Executive Director of the Library District shall also, at all times, serve as a member in an ex-officio capacity.

Due to the significance of the Foundation's operations and financial relationship with the Library District and the fact that the Library District management has operational (accounting) responsibility for the Foundation, the Foundation is reported as a blended component unit in the Library District's annual financial reports.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**FINANCIAL STATEMENT PRESENTATION**

The Foundation has presented its financial statements in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). The Foundation has presented an unclassified statement of financial position which sequences assets according to their nearness of conversion to cash and sequences liabilities according to the nearness of their maturity and resulting use of cash.

The Foundation classifies net assets, revenues, gains, and losses based on the existence or absence of donor-imposed restrictions. Net assets are classified and reported as follows:

**Net Assets Without Donor Restrictions**

Net assets that are not subject to donor-imposed restrictions. Items that affect this net asset category include contributions without donor restrictions, investment earnings that are not donor-restricted, expenses associated with grants made to the Foundation, and the operating activities of the Foundation. The Board of Directors has also established a Board-designated endowment (quasi-endowment) which is included in this category.

**Net Assets With Donor Restrictions**

Net assets restricted by donors to be used for certain purposes or for future periods, including donor-restricted endowments whose corpus is intended to be held in perpetuity.

Revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. Expirations of restrictions on net assets (i.e., the donor stipulated purpose has been fulfilled or the stipulated time period has lapsed) are reported as reclassifications between the applicable classes of net assets.

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

DRAFT  
DISCUSSION PURPOSES ONLY

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**ACCOUNTING METHOD**

The Foundation maintains its records on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) and the provisions of the American Institute of Certified Public Accountants (AICPA) "Audit and Accounting Guide for Not-for-Profit Organizations" (the "Guide").

Beginning July 1, 2020, the Foundation adopted Accounting Standards Update (ASU) 2014-09, *Revenue from Contracts with Customers (Topic 606)* and its related amendments, which supersedes the revenue recognition requirements in *Revenue Recognition (Topic 605)*. This ASU requires an entity to recognize revenue when goods are transferred, or services are provided to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. This ASU also requires disclosures enabling users of financial statements to understand the nature, amount, timing, and uncertainty of revenue and cash flows arising from contracts with customers. The ASU permits the use of either full-retrospective transition method or a modified-retrospective transition method with the cumulative effect adjusted to the opening balance of net assets. The Foundation has elected the use of the modified-retrospective method. The transition method selected resulted in no adjustment to the opening balance of net assets.

Beginning July 1, 2020, the Foundation also adopted ASU 2018-08, *Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made* (ASU 2018-08), which provides additional guidance on characterizing grants and similar contracts with resource providers as either exchange transactions or contributions, as well as distinguishing between conditional and unconditional contributions.

The Foundation does not accrue for estimated future legal and defense costs, if any, to be incurred in connection with outstanding or threatened litigation and other disputed matters, but rather, records such as period costs when services are rendered.

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents consist of checking accounts, money market accounts, and highly liquid investments purchased with an original maturity of three months or less. The carrying amount of these assets approximates fair value due to the short maturity of the instruments.

**INVENTORIES**

Inventory consists of books and other donated library materials. Inventory is stated at estimated market value. The estimated market value is determined by using an average fair market value of \$1.00 per inventory item, as of June 30, 2021 and 2020, respectively. For the year ended June 30, 2021, \$138,295 of inventory was written-down due to scrapped materials at Friends of Phoenix. This amount was netted with bookstore sales, resulting in \$97,767 total bookstore sales for the year ended June 30, 2021.

**CONTRIBUTIONS**

As required under US GAAP, all contributions are recognized as support in the statement of activities in the period received, including bequests (once the Foundation's right to them is established by a court and to the extent the value of the proceeds is subject to reasonable estimation). Non-cash (in-kind) contributions of securities, services, books and other materials are recorded at their estimated fair market value at the time of contribution.

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*CONTRIBUTIONS (CONTINUED)*

Contributions are considered available for use without donor restrictions, unless they are restricted by the donors. The Foundation reports contributions of cash and other assets as restricted support if the contributions are either received with donor stipulations that limit the use of the donated assets, even when expended for their intended purpose within the same year, or if they are unavailable by their terms for expenditure in the current period.

When a donor restriction expires, that is, when a time restriction ends or when restricted funds have been expended for their intended purpose, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

*INCOME TAXES*

The Foundation is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code (IRC) and classified as a publicly supported charitable organization under Section 509(a)(1); therefore, donations qualify for a maximum charitable contribution deduction under IRC Section 170(b)(1)(A)(vi).

Because there are no known circumstances that would place the Foundation's status as a tax-exempt organization in jeopardy, and because the Foundation does not engage in unrelated business income activities, and there are no known uncertain tax positions taken or to be taken, no provision has been made for income taxes. Tax years open under the statute of limitations are 2018, 2019, and 2020.

*STATEMENT OF CASH FLOWS*

For purposes of the Statement of Cash Flows, the Foundation considers all highly liquid debt instruments with a maturity of three months or less to be cash equivalents.

*USE OF ESTIMATES AND RECLASSIFICATIONS*

The preparation of financial statements, in conformity with U.S. generally accepted accounting principles, requires management to make certain estimates and assumptions that affect amounts reported in the statements and accompanying notes. Assets, liabilities, and contingency disclosures require estimates as of the date of the financial statements. Revenues and expenses require estimates during the reporting period. Actual results could differ from those estimates. Certain minor reclassifications of prior year amounts have been made to conform to the current year presentation.

*DATE OF MANAGEMENT'S REVIEW*

In preparing the financial statements, the Foundation has evaluated events and transactions for potential recognition or disclosure through the date of the independent auditor's report, which is the date the financial statements were issued.

*INVESTMENTS*

Held-to-Maturity: Investments in government agency bonds, notes, corporate bonds, and certificates that the Foundation has the positive intent and ability to hold to maturity are reported at cost, adjusted for amortization of premiums and accretion of discounts, which are recognized in interest income using the interest method over the period to maturity.

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

**NOTE 3 - CASH**

Cash and cash equivalents at June 30, 2021 and 2020, as represented on the balance sheet are detailed as follows:

	2021	2020
Petty Cash	\$ 100	\$ 100
Wells Fargo Bank, Commercial Checking Account	194,681	186,869
Nevada State Bank, Community Checking	167,445	244,157
Ameritrade Bank:		
Money Market Account	448	12,609
Money Market Account	3,985	10,604
	<u>\$ 366,659</u>	<u>\$ 454,339</u>

**NOTE 4 - OFF-BALANCE SHEET RISK AND CONCENTRATION OF RISK**

The Foundation negotiated an agreement with the Las Vegas-Clark County Library District under which it manages and sells non-circulating library materials. The term agreement is effective for 5 years beginning on July 1, 2019 and ending on June 30, 2024. The Foundation conducts the resale services on behalf of the Las Vegas-Clark County Library District. The books and materials are sold through volunteer staffed bookstores located within Library District branches, online through third party vendors, and on occasion at community events. Revenue earned through this arrangement is classified as with donor restrictions for future use towards Library District programs. For the years ended June 30, 2021 and 2020, the Foundation recognized revenues of \$236,062 and \$313,397, respectively from this agreement. The Foundation also receives and sells books donated by the public. Revenue earned from the sale of publicly donated books is classified as with donor restrictions.

The Foundation holds US Treasury Bills with Ameritrade. The underlying investments are direct obligations of the U.S. Treasury which are guaranteed by the full faith and credit of the United States Government. The Foundation's investments in Certificates of Deposit are all FDIC insured deposits (\$250,000 limit) with a diversified group of banking institutions.

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

**NOTE 5 - NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions at June 30, 2021 and 2020 are available for the benefit of the Las Vegas-Clark County Library District for the following purposes:

	2021	2020
Bookstore	\$( 177,332 )	\$ 221,664
New Markets Tax Credit	17,981,600	17,961,185
Endowment Fund	3,077,093	3,061,705
Homebound Service	40	40
WIC Outreach	20,103	20,103
WLV Scholarship	4,621	4,621
Sahara West Library	50	50
BB Teen Tech Center	9,274	29,564
Early Childhood	585	3,500
Homework Help	9,107	9,917
Las Vegas Branch	120	120
Whitney Branch	100	100
Summerlin Library	600	600
Tech Art	5,205	25,144
	<u>\$ 20,931,166</u>	<u>\$ 21,338,313</u>

**NOTE 6 - DONATED SERVICES AND RELATED PARTIES**

A number of volunteers, including the members of the Board, have made significant contributions of time to the Foundation's policy-making, program and support function. The value of contributed time does not meet the criteria for recognition of contributed services under generally accepted accounting principles and, accordingly, is not reported in the accompanying financial statements. The total number of volunteer hours was 5,850 and 31,811 for the years ended June 30, 2021 and 2020.

The Foundation routinely conducts business with the Las Vegas-Clark County Library District. On behalf of the Foundation, the Las Vegas-Clark County Library District pays for three part-time employees and their related benefits, office space, office equipment and bookstore facilities.

For the years ended June 30, 2021 and 2020, the Foundation incurred expenses of \$796,467 and \$753,518 in program related costs from restricted funds. Of these expenses, \$431,593 and \$527,770 was paid to Las Vegas-Clark County Library District, a related party.

In Fiscal Year 2018, the Board approved the establishment of an endowment fund. The Library District contributed \$3,055,000 to the Foundation, to be held, managed, and distributed by the Foundation with the restriction that only earnings, and not principal, may be used. In addition, the selection of investments and the investment strategy of the endowment fund shall be subject to the review and approval of the Library District.

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

**NOTE 6 - DONATED SERVICES AND RELATED PARTIES (CONTINUED)**

As of June 30, 2021 and 2020, the endowment fund consisted of:

	2021	2020
<u>Endowment Fund:</u>		
Restricted Endowment - Principal	\$ 3,055,000	\$ 3,055,000
Net Increase During Fiscal Year	22,093	6,705
	<u>\$ 3,077,093</u>	<u>\$ 3,061,705</u>

**NOTE 7 - AVAILABILITY OF FINANCIAL ASSETS**

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the date of the statement of financial positions, consist of the following as of June 30, 2021 and 2020:

	2021	2020
Cash	\$ 366,659	\$ 454,339
Certificates of Deposit – Short-term	1,409,000	1,285,377
Distributions from beneficial interests in Assets held by others expected within One year	211,346	211,346
Total financial assets, excluding Beneficial interest in assets held by Others	1,987,005	1,951,062
Less:		
Board-designated for specific program	( 211,346 )	( 211,346 )
Board-designated endowment funds	( 1,409,000 )	( 1,285,377 )
Financial Assets Available to Meet Cash Needs for General Expenditures Within One Year	<u>\$ 366,659</u>	<u>\$ 454,339</u>

**NOTE 8 - NOTES RECEIVABLES AND NEW MARKETS TAX CREDIT TRANSACTIONS**

During the year ended June 30, 2018, the Foundation entered into several transactions in order to make additional funds available to it through the New Markets Tax Credit ("NMTC") Program. The NMTC Program permits taxpayers to claim a credit against federal income taxes for Qualified Equity Investments (QEIs) in designated Community Development Entities (CDEs). These designated CDEs must use substantially all of the proceeds to make Qualified Low-Income Community Investments (QLICIs). The tax credits are claimed over a seven-year period and equate to 39% of the qualified investment.

**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

**NOTE 8 - NOTES RECEIVABLES AND NEW MARKETS TAX CREDIT TRANSACTIONS**  
**(CONTINUED)**

**EAST LAS VEGAS LIBRARY**

On July 26, 2017, the Foundation loaned \$11,335,600 (the "Leverage Loan") to COCRF Investor 99, LLC (the Investment "Fund"). The Fund also received equity in the amount of \$5,834,400 from a tax credit investor, Capital One, National Association ("CCE"). The Fund used the aggregate proceeds of the capital contributed to it and the Leverage Loan to make a \$16,490,000 contribution of capital to LVCIC SUB-CDE Iv, LLC (the "CDE"), which investment is expected to constitute a Qualified Equity Investments (QEI) (as that term is defined in Internal Revenue Code (IRC) section 45D) that is eligible for the NMTC Program, in exchange for a 99.9% equity interest in the CDE. The CDE entered into agreements and made loans to East Las Vegas QALICB, Inc., in an aggregate principal amount of \$16,490,000. These proceeds were used to facilitate the construction of the East Las Vegas Library.

As a result, the Foundation recognized an \$11,335,600 note receivable that bears interest at 1.0% per annum. This note is payable in annual interest only payments through July 26, 2024, and annual principle and interest payments thereafter through July 25, 2045.

**MESQUITE LIBRARY**

On December 20, 2017, the Foundation loaned \$6,646,000 (the "Leverage Loan") to Chase NMTC Mesquite Library Investment Fund, LLC (the Investment "Fund"). The Fund also received equity in the amount of \$3,354,000 from a tax credit investor, Chase Community Equity, LLC ("CCE"). The Fund used the aggregate proceeds of the capital contributed to it and the Leverage Loan to make a \$10,000,000 contribution of capital to Clearinghouse NMTC (Sub 52), LLC (the "CDE"), which investment is expected to constitute a Qualified Equity Investment ("QEI") (as that term is defined in Internal Revenue Code (IRC) Section 45D) that is eligible for the New Markets Tax Credit ("NMTC") Program, in exchange for a 99.9% equity interest in the CDE. The CDE entered into agreements and made loans to Mesquite QALICB, Inc., in an aggregate principal amount of \$9,800,000. These proceeds were used to facilitate the construction of the Mesquite Library and rehabilitation of the existing structure that will provide related community services including literacy improvement and workforce training.

As a result, the Foundation recognized a \$6,646,000 note receivable that bears interest at 1.474424% per annum. This note is payable in quarterly interest only payments through September 15, 2024, and quarterly principal and interest payments thereafter through December 19, 2043.

**NOTE 9 - INVESTMENTS**

Management has classified all investments as held-to-maturity as the Foundation has the positive intent and ability to hold the assets until maturity; therefore, no unrealized gain or loss is reported. Investments consist of U.S. Treasury bills and corporate bonds and are carried at cost adjusted for amortization of premiums and accretion of discounts. In April 2021, the Foundation expanded its list of eligible investments for the Endowment Fund to include investment grade corporate bonds rated A3/A- and above. This type of investment is limited to 20% of the Endowment Fund's principal balance. At June 30, 2021, the Foundation held \$591,097 of corporate bonds.

Using the market approach, fair value was based on quoted market prices for identical assets in active markets (Level 1) at June 30, 2021. Amortized cost totals \$1,071,448 and approximates fair value. These investments mature in 2021, 2023, and 2024.



**LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

**NOTE 10 - RISKS AND UNCERTAINTIES**

In early March 2020, the COVID-19 virus was declared a global pandemic. The Foundation may be impacted, as governments and their citizens take significant and unprecedented measures to mitigate the consequences of the pandemic. Due to increased positive cases, library branches were closed for two weeks in December 2020.

**LAS VEGAS - CLARK COUNTY  
LIBRARY DISTRICT FOUNDATION**

Item VI.A CCSD list

**CCSD Schools in Pilot Program with LVCCCLD**

ANN LYNCH ELEM SCH	KENNY C GUINN MDL SCH
ARBOR VIEW HIGH SCH	KITTY MCDONOUGH WARD ELEM
BAILEY MDL SCH	LEWIS E ROWE ELEM SCH
BETSY RHODES ELEM SCH	LOUIS WIENER ELEM SCH
BILBRAY ELEM SCH	MANNION MDL SCH
BOZARTH ELEM SCH	MARK FINE ELEM SCH
C W WOODBURY MDL SCH	MONACO MDL SCH
CANYON SPRINGS HIGH SCH	O K ADCOCK ELEM SCH
CIMARRON-MEM HIGH SCH 453	ROGER D GEHRING SCH
CLIFFORD FINDLAY MDL SCH	ROSE WARREN SCH 418
CRAM MDL SCH	RUBY S THOMAS ELEM SCH
CURRICULUM & INSTR LIB SVCS	SANDRA B ABSTON ELEM SCH
DAVID COX ELEM SCH	SHADOW RIDGE HIGH SCH
DOROTHY EISENBERG ELEM SCH	STEVEN G SCHORR ELEM SCH #356
D'VORRE & HAL OBER ELEM	TYRONE THOMPSON ELEM SCH
EDNA HINMAN ELEM SCH	VIRGIN VLY ELEM SCH
EILEEN BROOKMAN ELEM SCH	WEST CAREER TECH ACAD
ELTON M GARRETT MDL SCH	WILL BECKLEY ELEM SCH
ETHEL W STATON ELEM SCH	WILLIAM LUMMIS ELEM SCH
FAY GALLOWAY ELEM SCH	WILLIAM V WRIGHT ELEM SCH
FOOT HILL HIGH SCH	
GOYNES ELEM SCH	
GREENSPUN JR HIGH LIB	
HERBERT A DERFELT ELEM SCH	
J T MCWILLIAMS SCH #414	
JACK DAILEY ELEM SCH	
K O KNUDSON MDL SCH	

## PLAYBOOK 2026 FOUNDATION PRIORITY PROGRAMS

### TEACHERS IN LIBRARIES

- \$240,000/year- \$30,000 per branch
- 8 branch locations
- Free, drop-in after-school tutoring from 4-6 Monday through Thursday
- Align with UNLV School of Education tutors deployed at 12 branch locations 7 days a week

### TEEN TECH CENTERS

- \$25,000 minimum startup cost
- 4 branch locations in operation
- Expanding technology access to local teens for workforce and business success

### FUNDRAISING PLAN DEVELOPMENT

- Donor cultivation, donor recognition, and event planning

### DIGITAL MEMORY LAB

- Donor cultivation, donor recognition, and event planning
- \$15,000 - \$20,000
- Branch location and outreach