

ITEM III.

**PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
Board of Trustees' Meeting
April 21, 2022**

DATE: Thursday, April 21, 2022

TIME: 6:00 p.m.

PLACE: Centennial Hills Library
6711 N Buffalo Dr.
Las Vegas, NV 89131 and

Online via YouTube

The Agenda and Board meeting documents can be found at
<https://lvccld.org/board/board-of-trustees-meetings/>

I. Roll Call and Pledge of Allegiance

II. Public Comment

Topics raised under this item must be limited to matters on today's Agenda. Anyone wishing to speak during this item 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 under this item 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.

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.

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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 (For possible action)
- IV. Executive Session- This will be a closed session estimated to require up to 45 minutes.
 - A. Discussion regarding the Executive Director’s performance evaluation for the period February 1, 2021 through February 1, 2022.
- V. Approval of Proposed Minutes (For possible action)
 - A. Regular Board Meeting, March 10, 2022
 - B. Finance & Audit Committee Meeting, April 11, 2022
- VI. Chair’s Report
 - A. Possible Board discussion regarding the Chair’s report.
- VII. Library Reports
Possible Board discussion of one or more staff reports outlining library activities and highlighting selected administrative activities following the preceding Board meeting.

Trustees should indicate the individual reports they would prefer to discuss.
 - A. Executive Director’s Report - Kelvin Watson
 - 1. Program and Delivery Services
 - a. Library Operations and Security Reports and Monthly Statistics
 - 2. Program Support Services
 - a. Branding and Marketing Report and Monthly Statistics
 - b. Community Engagement Report and Monthly Statistics
 - c. Development and Planning Report
 - d. Information Technology Report
 - 3. Administrative Support Services
 - a. Financial Services Report
 - b. General Services Report

c. Human Resources Report

VIII. Unfinished Business- None

IX. New Business

A. Consent Agenda

The Consent Agenda may be approved in its entirety by a motion or individual items may be considered separately.

B. Regular Agenda

1. Discussion and possible Board action regarding the Executive Director's performance evaluation for the period of February 1, 2021 through February 1, 2022.
2. Review of Employee Benefits (Indirect Compensation) survey results.
3. Discussion and Possible Board Action to implement the Wage Analysis compensation recommendations for the Administrative Team.

X. Announcements

The May Board meeting will be held on Thursday, May 19, 2022, at 6:00pm. Location: Windmill Library, 7060 W Windmill Ln, Las Vegas, NV 89113.

The June Board meeting will be held on Thursday, June 9, 2022, at 5:00pm. Location: West Charleston Library, 6301 W Charleston Blvd, Las Vegas, NV 89146.

The July Board meeting will be held on Thursday, July 14, 2022 at 5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Rd, Las Vegas, NV 89101.

XI. Public Comment

Topics raised under this item cannot be acted upon until the notice provisions of the open meeting law have been met. If you wish to make public comment on this item, you must sign-up on the roster provided prior to the public comment period. The sign-up must include the commenter's name and legal address, and this agenda item. Commenters should state if they want their remarks included in the minutes of the meeting.

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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 this agenda item. 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.

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. 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.

XII. 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 EBONI NANCE AT (702) 507-6186 SO THAT ARRANGEMENTS FOR ATTENDANCE MAY BE MADE NO LATER THAN 48 HOURS PRIOR TO THE MEETING.

NOTE: PLEASE CONTACT EBONI NANCE AT (702) 507-6186 OR nanceea@lvccld.org TO REQUEST THE SUPPORTING MATERIAL FOR THIS MEETING. SUPPORTING MATERIAL CAN BE FOUND AT <https://lvccld.org/board/board-of-trustees-meetings/>.

Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, www.lvccld.org and at Nevada Public Notice at <https://notice.nv.gov>. Written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on Friday, April 15, 2022, i.e., given at least three (3) working days before the meeting, including in the notice the time, way to access the meeting, and agenda of the meeting:

- A. By delivering a copy of the notice to each Library Trustee;
- B. By posting a copy of the notice at the principal office of the Library Trustees, or if there is no principal office, at the building in which the

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meeting is to be held, and at least three other separate, prominent places within the jurisdiction of the Trustees, to wit:

1. Clark County Library
1401 Flamingo Road
Las Vegas, NV 89119
 2. East Las Vegas Library
2851 Bonanza Road
Las Vegas, NV 89101
 3. Sunrise Library
5400 E. Harris Avenue
Las Vegas, NV 89110
 4. West Charleston Library
6301 Charleston Boulevard
Las Vegas, NV 89146
 5. West Las Vegas Library
951 Lake Mead Boulevard
Las Vegas, NV 89106
 6. Windmill Library
7060 Windmill Lane
Las Vegas, NV 89113
 7. Centennial Hills Library
6711 N Buffalo Dr.
Las Vegas, NV 89131
 8. Las Vegas-Clark County Library District website
www.lvcclld.org
- 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 Board of Trustees in the same manner in which notice is requested to be mailed to a member of the Library Board of Trustees.
- D. Live Stream Connection information:
<https://youtu.be/2gU8xn3jLnE> or
- Visit the Library District’s YouTube channel:
[Youtube.com/TheLibraryDistrict](https://www.youtube.com/TheLibraryDistrict)

ITEM V.A

**PROPOSED MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
March 10, 2022**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Whitney Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, March 10, 2022.

Present: Board: B. Wilson, Chair E. Foyt
N. Waugh K. Whiteley
K. Rogers J. Jiron
F. Ortiz J. Melendrez

Counsel: G. Welt

Absent: K. Benavidez (Excused)
S. Ramaker (Excused)

Staff: Kelvin Watson, Executive Director
Numerous Staff

The meeting began at 6:01p.m.

Roll Call and Pledge of Allegiance (Item I.) All members listed above represent a quorum. Appendix A.
Chair Wilson led attendees in the Pledge of Allegiance.

Public Comment (Item II.) John Carlo, 2995 E. Sunset Rd, Las Vegas, NV 89120, (702) 969-4178
Announced that he is a candidate running for School Board in District G. He also wanted to address his trespass that he was issued six months ago because he was forced to wear a mask after explaining he had a religious exemption and medical exemption. He is not able to use the public library when others that are homeless, doing drugs and crimes are allowed to use the public library. He also wanted to discuss being unlawfully kicked out of a meeting for a group called No Racism and would like the Board to investigate it. He has a video of the incident posted on his Instagram page @theghostpatriate1860.

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

Approval of Proposed Minutes of Board of Trustees Meetings on February 2, 2022, February 10, 2022, and February 18, 2022 Trustee Waugh moved to approve the Minutes of the Board of Trustees Meeting held on February 2, 2022, February 10, 2022, and February 18, 2022.
Trustee Turner-Whiteley second the motion. Chair Wilson moved to approve motion.
There was no opposition and the motion carried.

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

Chair Wilson reported that the second half of the compensation study with the raw data for non-represented and management staff that will be presented to the Board in April. Chair Wilson asked that if there are any questions the Board have can submit them to him and he will send them to Director Watson or the HR Director.

Chair Wilson also reported he will be sending out the Annual Review Questionnaire for Director Watson to the Board. The review will take place during the April Meeting.

**Library Reports
(Item VI.)**

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

Kelvin Watson, Executive Director reported that the Library District won several upcoming awards and he also reported that he participated in Nevada's Reading Week at Trustee Jiron's school to read to second, third, and fourth graders.

All other details can be found in the written report.

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

Trustee Turner-Whiteley expressed her excitement and wanted more details on the Customer Appreciation Day.

Leo Segura, Library Operations Director reported that a committee has worked on ways to address the Playbook 2026 and ways to get more people into the libraries. The celebration will be on April 26m, 2022 at all 25-branch locations. The celebrations include customer giveaways and activities. Trustee Whiteley thanked the staff for appreciating the staff.

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

No questions.

**Community
Engagement Report
and Monthly
Statistics
(Item VI.A.2.b.)**

No questions.

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

Director Watson asked JoAnn Prevetti, Development Director to share her activity over the last few weeks.

Ms. Prevetti reported that she has attended the community meetings and the Las Vegas Global Economic Alliance Breakfast to connect with community leaders and donors to set up meetings. And also meeting leaderships out in the employment community, with the MGM, the Engelstad Foundation, Walmart, and with big corporations and with the United Way.

Ms. Prevetti also discussed successes made- in the past eight days the

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Library District submitted 1.5 million in grant funding. Also, submitted an \$80,000 grant to the MGM Foundation.

The Library District also received \$397,000 in grant funding on yesterday. 200,000 of that came in from the IMLS Cares Grant which is for the cell phone grant, partnering with T-Mobile and the cell phones will be distributed out to the community with various organizations at the Clark County Library. The Library District also received approval for a FEMA grant that was submitted two years ago, for \$197,000. This grant is going to cover many of the COVID expenses that the library had during COVID when all those regulations came in on the cleaning and the masks.

Trustee Ortiz questioned how the Chromebooks distribution will go. Director Watson explained that the Library District is looking into two opportunities for the 2,000 Chromebooks- potentially the College of Southern Nevada or the Summer Youth Program. More details will follow once finalized.

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

No questions.

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

No questions.

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

John Vino, General Services Director reported that the Library District met with Commissioner McCurdy and received good feedback from him. Most of the issues revolve around the intersection and The Library District will be working with DOT and the City of Las Vegas to discuss.

The first community meeting was on February 22, 2022 with 120 attendees. A lot of the issues expressed at that meeting were specifically related to what's going to happen to the building and the theater. This meeting was focused on the community leaders such as pastors and other individuals in the community, to help get everyone to attend the March 21st meeting, along with email blasts, mailers, and radio advertisements. There will be a presentation at the March 21st meeting with updated information from the February 22nd presentation. Input from the community will be collected for their input at the meeting.

Trustee Rogers reported that the outcome of the meetings were great. The accurate information went out to the stakeholders in the community and the City will address concerns about the existing facility once it's sold. Dr. Rogers also explained that they will be prepared to address the safety concerns of the community and will include it as a part of the presentation. Dr. Rogers shared that the presentation was given to the Board to make everyone aware of what is being used and shared at the stakeholders meetings. (Presentation is attached to the General Services Report)

Trustee Ortiz asked if there were sign-in sheets present to capture the

names of attendees and Mr. Vino replied yes.

Dr. Rogers shared that all Board Members are welcome to attend the meetings.

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

No questions.

Chair Wilson accepted the Library Reports.

**Unfinished Business
(Item VII.)**

None.

**New Business
(Item VIII)**

**Consent Agenda
(Item VIII.A)**

None.

**Regular Agenda
(Item VIII.B)**

**Discussion and
possible Board
action to change the
start time of the
monthly Las Vegas-
Clark County Board
of Trustees'
meeting to 5:00pm
(Item VIII.B.1.)**

Trustee Turner-Whiteley wanted to be sure that staff was comfortable with the move of the meeting time since there was a concern raised by a staff member at the last meeting.

Director Watson responded that, there were no other concerns received aside from the one concern from the March meeting. Director Watson also explained the meetings are recorded and accessible for anyone that isn't able to attend.

Trustee Rogers asked if the time would be kept in perpetuity, in order to properly schedule his Fall class schedule. Chair Wilson replied yes. Director Watson also mention for clarification, that if a committee meeting is schedule the same day as a Board meeting, it will be moved to 4:00pm if approved.

Trustee Melendrez moved to approve the motion. Trustee Waugh second the motion.

The meeting time change will begin with May meetings.

**Announcements
(Item IX.)**

Finance and Audit Committee meeting will be held on April 11, 2022 at 3pm via zoom.

The April Board meeting will be held on Thursday, April 21, 2022, at 6:00pm. Location: Centennial Hills Library, 6711 N Buffalo Dr., Las Vegas, NV 89131.

The May Board meeting will be held on Thursday, May 19, 2022, at 5:00pm. Location: Windmill Library, 7060 W Windmill Ln, Las Vegas, NV 89113.

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The June Board meeting will be held on Thursday, June 9, 2022, at 5:00pm. Location: West Charleston Library, 6301 W Charleston Blvd, Las Vegas, NV 89146

**Public Comment
(Item X.)**

Cyrus Hojjaty, 9925 W Russell Road, Las Vegas, NV 89148

Mr. Hojjaty talked about an event held at the Clark County Library in August of 2021- No Racism Town Hall that he and his friend attended. He explains that he didn't want to go inside, but wanted to speak with the elected officials. While in the hallway the host of the meeting began yelling at him and prevented him from entering. He states he was accused of being loud and was given mixed responses. He is asking for the incident to be investigated because he was not given any warnings. Mr. Hojjaty states he is not interested in going back into that library, but believe there was wrong action taken against him and his friend.

**Executive Session
(Item XI.)**

None.

**Adjournment
(Item XII.)**

Chair Wilson adjourned the meeting at 6:42 p.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

The Board of Trustees' Finance and Audit Committee of the Las Vegas-Clark County Library District met in regular session via Zoom at 3:00 p.m., Monday, April 11, 2022.

Present: Committee: K. Rogers, Chair
S. Ramaker
N. Waugh
B. Wilson, ex-officio

Board: J. Melendrez

Counsel: G. Welt

Absent: K. Benavidez

Staff: Floresto Cabias, CFO

K. Rogers, Chair, called the meeting to order at 3:00 p.m.

Roll Call All members listed above represent a quorum. Appendix A.

Public Comment (Item II.)	None.
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**Agenda
(Item III.)** Trustee Wilson moved to approve the Agenda as proposed. There was no opposition and the motion carried.

Discussion regarding the Fiscal Year ending June 30, 2023 Tentative Budget submittal to the Department of Taxation and preparation for the May 19, 2022 Budget Public Hearing. No action will be taken. (Item IV.)

Chair Rogers stated that this Item was for discussion only, and introduced CFO Floresto Cabias, who began by displaying a summary of the District's total revenue projections for All Funds for Fiscal Year 2023. General Fund revenues increased by 18 percent. The Special Revenue Funds – Grant and Gift Fund – budgets were set to cover any potential grants and gifts the District expected to receive. The budgets were increased due to the District's efforts to increase other sources of funding in the coming Fiscal Year.

General Fund expenditures for Fiscal Year 2023 increased by 6 percent. Budgeted expenditures for the Capital Projects Fund nearly doubled, to accommodate construction and other capital projects that have been deferred the last couple of years during the pandemic.

General Fund revenues increased due to rising property tax (11 percent) and consolidated sales tax (CTX) (32 percent) collections.

CFO Cabias explained that there are “caps” in place that dictate that property taxes for existing real estate cannot increase more than three percent for residential property, and eight percent for nonresidential property. The 11 percent increase shows that new parcels are being built, which generate higher property taxes that are not “capped,” resulting in a \$6 million increase.

The CTX increased by 32 percent compared to the prior Fiscal Year budget, higher than the conservative estimate of the \$23.4 million budgeted for Fiscal Year 2022. The District now expects to receive about

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\$30 million in Fiscal Year 2022. The budget for 2023 has been increased three percent above the current Fiscal Year 2022 estimate.

General Fund expenditures include a three percent increase in salaries due to scheduled pay increases. Positions have been filled slowly and strategically to meet evolving needs while controlling savings. Benefits increased by seven percent, because multiple part time positions have been consolidated to create full time positions, which then incur costs for benefits.

Services and Supplies increased 11% due to lifting restrictions and the offering of more programs and other services.

Library Materials is budgeted at 15% of total expenditures as usual, which is sufficient even with increased purchasing of electronic media materials.

The Ending Fund Balance of the General Fund is a source of liquidity and provides flexibility during economic downturns, and/or funding for construction projects. The increased revenues and savings have resulted in an Ending Fund Balance of 20 percent of expenditures, whereas five to ten percent is considered a healthy financial cushion. This Ending Fund Balance is after a transfer of \$34 million from the General Fund to the Capital Projects Fund. This is possible because of higher than expected revenues, prudent budgeting and cost containment, and the fact that no funds were transferred from the General Fund to the Capital Projects Fund in Fiscal Year 2021. The pandemic started in 2020, causing economic uncertainty. Although a \$34 million transfer may seem high, the District is aware that things can change, such as a potential recession, inflation, and/or labor shortages. The failsafe is that the entire amount does not have to be transferred. The Capital Projects Fund budget can be reduced in coming years to meet needs of the General Fund, and still meet critical needs in the Capital Projects Programs. In Fiscal Year 2020, a \$6 million transfer to the Capital Projects fund was budgeted, but only \$3 million was actually transferred to meet critical needs in the Technology Replacements and Building Repairs and Maintenance Programs. \$3 million was kept in the General Fund for Operating expenses, including funding for the VESP program, which ultimately contributed to savings.

The Capital Projects Fund Balance for the end of Fiscal Year 2022 is \$22.9 million. Funding for critical Technology Replacements and Building Repairs and Maintenance Programs has been replenished for one or two years' worth of needs. In addition, \$4 million in transfers is budgeted in each of those programs in Fiscal Year 2023, covering needs for Fiscal Year 2023 and building reserves for future years. \$25 million is budgeted for Capital Construction, which is enough for groundbreaking for a new building and other known upcoming expenses. The Ending Fund Balance in the Capital Construction Program will be \$29.7, after \$4 million in expenditures in Fiscal Year 2023.

CFO Cabias opened the floor for questions; there were none.

Chair Rogers asked for ongoing presentations of Fiscal Year 2022 actual expenditures vs. the Fiscal Year 2022 budget, and the Fiscal Year 2023 budget, to be included in future Finance and Audit Committee meetings.

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Similar to the current presentation, with an additional column for actual-to-date expenditures, beginning with a Finance and Audit Committee meeting in July, showing actual figures through May.

**Public Comment
(Item V.)**

None.

**Adjournment
(Item VI.)**

Chair Rogers adjourned the meeting at 3:18 p.m.

Respectfully submitted,

Dr. Keith Rogers, Committee Chair



ITEM VII.A.

MEMORANDUM

DATE: March 31, 2022
TO: Board of Trustees
FROM: Kelvin A. Watson, Executive Director
SUBJECT: Executive Director's Monthly Report, April 2022

This report gives you a review of my activities and the accomplishments of Library District Staff for your review and discussion at the District Board of Trustees' April 21, 2022 meeting. I have supplemented this with information in the board packet, (numbered VI.A.1-3) and distributed to Trustees.

The Library District has won, by an unanimous jury vote, the ALA Library of the Future Award for "Bringing the Library to Transit Riders" program at the Las Vegas-Clark County Library District. The Library of the Future award honors an individual library, library consortium, group of librarians, or support organization for innovative planning for, applications of, or development of patron training programs about information technology in a library setting.

Participated on a panel during convening for IMLS Empowering Readers, Empowering Citizens Convening.

Participated in the Nevada Reading Week at Kenneth Divich Elementary School, coordinated by Trustee Jiron. I was able to read to four classes, grades 2-4.

Participated in the planning meeting for the Las Vegas Book Festival with Library and City staff to discuss potential layout and events for the upcoming LV Book Festival.

Led LVCCLD and T-Mobile meeting to discuss planning and distribution of cell phone lending project with Nevada Homeless Alliance and Nevada Partnership for Homeless Youth.

Attended introduction lunch with ACLU President, Robert Langford and Trustee Foyt who coordinated lunch.

Attended reception for Desert Companion Best of the City Awards, where Windmill Library was awarded, Best Public Institution/Facility.

Participated on a panel for the Friends of The National Library of Medicine Virtual Symposium. Presented our Playbook 2026 and strategies moving forward for libraries during and after the pandemic.

Attended the Makers Fair at the West Charleston Library. Students were able to explore interactive technologies through games, problem solving, and designing artwork.

Held Community Meetings at West Las Vegas for the new proposed West Las Vegas Library. We were able to answer any questions and address concerns from the community.

Attended the Workforce Connections Board Meeting.

Attended the PLA Conference in Portland, OR from March 22- March 26. Panelist speaker for PLA Session on Digital Books: Where Do We Go From Here and DPLA session on Digital Transformation.

Attended the firstI Chalk It Up Event at Summerlin Library. Selected artist were invited to draw artwork on the Pavement while guest voted on their favorite drawing.

Attended building tour for Hope for Prisoners new location and to discuss future on-site library location with Jon Ponder, John Vino, and Roslyn Dean.

Met with Sunrise Hospital leadership to discuss potential partnership and Anytime Library 24/7 (library book kiosk) with JoAnn Prevetti and John Vino.

I attended the following meetings/events during the month of March:

- Participated in the Spring 2022 Augusta Baker Diversity Series: Cindy Hohl
- Attended the LVGEA State of the Economic Development
- Attended ALA Governance Office meeting
- Attended Lunch with Workforce Connections Board Members
- Attended the REALM Steering Committee Meeting
- Attended Library CORE Group (IG week) and Public Library Technical Services Interest Group
- Attended Meeting with Carla Bywaters to discuss book publishing
- Attended the Axis 360, Community Share, and Pop-Up Library Meeting
- Attended the Finance & Budget Committee Meeting for Workforce Connections
- Interviewed on Power 88 with Lady AK and Sweet Lou. We discussed the Library District and new proposed West Las Vegas Library plans.
- Attended GNCRT Quarterly Meeting
- Attended Virtual ALA Council Meeting
- Attended ALA Executive Board Conference Call
- Attended the Library Directors - Monthly Call
- Attended the Inaugural Library Operations Meeting with all Library servicing departments
- Interviewed by Jacques C Du Plessis, Associate Professor at University of Milwaukee School of Information Studies.

- Attended Virtual Library Meeting
- Attended GODORT Discussion
- Attended the Politics of Libraries IV Speaker Series: Vocational Awe
- Interviewed with the Black Male Archives Podcast Interview
- Spoke with SRRT
- Met with Koff & Associates for the total compensation survey
- Attended ALA EDI Assembly Presentation
- Attended Global Council Annual Meeting
- Interviewed with the Good Government Show Podcast, to discuss the growth and expansion of library services

ITEM VII.A.1.a.



MEMORANDUM

TO: Board of Trustees through Mr. Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: March 31, 2022

SUBJECT: Library Operations Report, April 2022

This report provides an overview of the Library Operations initiatives including 25 Branch Libraries and the Misdemeanant Jail Library. This report covers **March 01 – March 30, 2022.**

POWERFUL PEOPLE

- Library Operations recently hired **Barrie Olmstead** as Department Head at the Laughlin Library.
- Library Operations promoted **Bianca Ortiz-Rodriguez** as a Youth Services Assistant for Sunrise Library.
- Library Operations recently promoted **Cynthia Hernandez** to Youth Services Librarian for Whitney Library.
- Library Operations recently hired **Dona Robertson** as Circulation Department Head at the Rainbow Library.
- Library Operations recently hired **Jennifer Bell** as Youth Services Librarian at Summerlin Library
- Library Operations recently rehired Kelsey Mazmany as Youth Services Librarian for Windmill Library.
- **Jazzmine Adair** as Multimedia Specialist at East Las Vegas Library.
- Library Operations recently promoted **Alysia Verhagen** to Youth Services Assistant at Sahara West Library.
- In February 2022, LVCCLD signed up **5,279 new library card** users which was a 38% increase over the same period in 2021 and 65% of pre-pandemic numbers.
- **Gate count** continued to improve overall with a 5% increase from February 2021. East Las Vegas is showing an -41% drop due significantly to corrections in reporting practices. Last month we had 275,648 folks come into the library for services and programming.
- For the month of February staff answered **34,901 reference questions**, conducted **172 computer classes** for **225 customers**.

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- **Volunteers** logged **2,047 hours** of service to the Library District.
- **54 Homeschool sessions** were logged.
- **Wi-Fi** usage was recorded at **50,794** sessions.
- A husband and wife who died a few years ago bequeathed \$40,000 to our Clark County Library branch. The actual check and a handwritten note with legal documentation arrived at the branch by certified mail on Saturday (March 19).

The note attached to the check said:

"For the more than 30 years that Bob and Edith called Las Vegas their home – the Clark County Library was a "go to" destination to read a magazine, see a movie or enjoy a concert or program. Going to the Library brought them great joy. May this gift help to support your programs and the community".

--Thank you, Bob and Edith!

POWERFUL PLACES

- Library Branches overall improved **circulation** to **771,335 items** for February 2022 which is a 9% increase over February 2021. We still have some catching up to do to pre-pandemic but are 83% there compared to February 2020.
- Windmill Library Staff in February processed **54 passport applications** and collected \$2,554 in fees.
- February **Library Gate Count was 275,648** which improved by 5% year by year but remains 78% of the February 2020 gate.
- **PC internet sessions** saw an increase of 5% over 2021 totals at **86,950** and similar to last month was over 58% of pre-pandemic totals.
- **Best Buy Teen Tech Center** staff offered **132 programs** with a total attendance of 1,735 teens.
- **Las Vegas Misdemeanant Jail** circulated **2,049 items** and answered **61 reference questions**.
- **West Charleston Library** hosted a Maker Fair on March 17, featuring fiber arts, 3D printing, giant Legos, music, magnetics, Kinetic Sand, Super Smash Brothers, Tessellations, Little Bits, photography, and others. Ninety-four children and their families enjoyed the event as they made their way through the branch. Thank you to everyone who participated in bringing this to life.
- March 5th, the BD team held a storytime that garnered a whopping attendance of 24 kids and their caregivers! The BD Library Assistant, Miranda (who is currently working toward her MLIS with an



interest in Children's Librarianship), worked very hard to create a program that kept the kids entertained and engaged.

- Clark County Library Teen Services led by **Megan Nykodym** was very busy Monday March 28th, with a film crew documenting three teens and their journey within the Best Buy Teen Tech Center (BBTTC). The short film is called **Mentor Moments** and is a new marketing campaign to raise customer awareness about the Best Buy Teen Tech Centers throughout America. There are 41 BBTTC's in the USA and Canada and ours was one of three selected to be featured in this short documentary.

The center point of this campaign is a video series that focuses on the power of mentorship. Last Monday our teen area was completely overrun by this production crew; we had no idea it was going to be so big! Cameras and lights everywhere, five producers in the big movie making chairs, lighting technicians, sound mics/technicians, hair, make-up and wardrobe... it was definitely a sight to be seen!

Thank you to all our staff and customers for their patience that day! Three Square was still able to distribute their snacks and meals thanks in no small part to Youth Services for hosting them that day! Branch Manager Robbin Gaebler even met the film crew early so they could set up while a portion of the film was being shot down on Fremont Street. The film should come out sometime in mid-April and we are excited for an opportunity to share it out.

POWERFUL PARTNERSHIPS

- Working with the 100 Black Men of Las Vegas to implement a community book club and one-read featuring **The Hate U Give** by Amanda Thomas.



- IT started a project to refurb and refresh our book drops at neighborhood libraries throughout Clark County starting with the Indian Springs Library.
- December 2021 a patron at the Mesquite Library introduced themselves as the administrative assistant to a local Judge in Mesquite, NV., Judge Ryan Toon. They explained they were looking

for resources to give participants in a drug recovery called "**Break the Cycle**" program. Branch Manager Judith Sargent escorted them over to the Info Station and highlighted and demonstrated many of our online resources. Besides loving the e-media for adults and children, they were extremely interested in databases like **Brainfuse, Job Now, Gale Courses**, and our **Workforce Connections/OneStop**. That same day, we were making plans to host a library tour for the programs participants and the program administrators.



Awarded Judge of the Year, City of Mesquite Judge Ryan Toone, was awarded Judge of the Year on January 27, 2022, for the Nevada Judges of Limited Jurisdiction.

The “Break the Cycle” court program has been operating in Mesquite for the past four years. It is funded through a state grant and brings together various resources from the court, law enforcement, and throughout the community to assist eligible participants identified by the court.

The program offers participants the opportunity for long-term treatment instead of jail time. The prosecution and the defense work together to help the participant, all while promoting public safety.

Other community partnerships are also tapped to provide the participant with drug counseling services, life skills instruction, career counseling, and regular accountability and monitoring.

Our first tour took place on January 25th, 2022. Carlito Sanchez and his assistants Kirsten and April welcomed them with friendly faces and lots of awesome flyers with resource information to take home with them. Carlito took them on a virtual tour of our website to highlight resources for them and their families. Carlito then guided the group through both the main library and the Adult Learning Center. Many of the families got library cards and stayed to explore our fun Children’s Makerspace with their kids.

Just two months later, in **March**, we have **partnered** with them and through our **new partnership with Mesquite Municipal Court and the “Break the Cycle” program**, it is our hope to help the individuals and their families to develop a love for libraries. We are committed to helping them reconnect to our caring community. Through One-On-One assistance and our rich resources, the participants could begin to experience a sense of belonging and inclusion that encourages them to be successful throughout their program.

- The *new* Branch Associate at Searchlight offered a painting outreach at the senior apartments in the community.



POWERFUL PLATFORMS

- Valerie Warren coordinated the opportunity for The Las Vegas Fiber Arts Guild to present at the Sahara West Library’s school age event. During the Wondrous Weaving program, Hermi Hiatt, Liz LaRue, and Jami Johnson, showed participants how yarn was made from sheep and other natural materials. They also set up a spinning wheel and talked about its different parts and demonstrated how they used the wheel to draw out the yarn from the natural material. They then helped the kids created their own bracelets, using three straws as a simple loom.

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- Spring Valley Library Chromebooks are still in heavy use for Homework Help rotation!
- IT has improved **PrinterOn** so it no longer requires a PIN to generate a print job. Users can send print jobs offsite & use the print release station by typing in their email address. PC Res funds can be used or staff can generate jobs. These changes make the experience more seamless for users.
- Branch staff worked with General Services to distribute 10,000 COVID tests to staff and customers.
- HR Customer Service Training for managers/leaders has begun & will take place throughout March. Frontline staff will start with April sessions.

**February 2022 Top 10 Fiction:**

	Number	Title	Author		Number	Title	Author
	1	Better off dead (catalog.)	Child, Lee.		6	Invisible : a novel (catalog.)	Steel, Danielle.
	2	The Paris detective (catalog.)	Patterson, James. 1947-		7	Diablo Mesa (catalog.)	Preston, Douglas J.
	3	Game on : tempting twenty-eight (catalog.)	Evanovich, Janet.		8	The dark hours (catalog.)	Connelly, Michael. 1956-
	4	Criminal mischief (catalog.)	Woods, Stuart.		9	The midnight lock (catalog.)	Deaver, Jeffery.
	5	Robert B. Parker's bye bye baby (catalog.)	Atkins, Ace.		10	Nothing to lose (catalog.)	Jance, Judith A.

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February 2022 Top 10 Nonfiction:

	Number	Title	Author			Number	Title	Author
	1	The daily laws : 366 meditations on power, seduction, mastery, strategy, and human nature (catalog.)	Greene, Robert.			6	The secret to love, health, and money : a masterclass (catalog.)	Byrne, Rhonda.
	2	GED test prep 2020 : 2 practice tests + proven strategies + online. (catalog.)				7	Scott 2020 standard postage stamp catalogue (catalog.)	
	3	Peril (catalog.)	Woodward, Bob, 1943-			8	That sounds so good : 100 real-life recipes for every day of the week. (catalog.)	Music, Carla Lalli.
	4	A carnival of snackery : diaries (2003-2020) (catalog.)	Sedaris, David.			9	Betrayal : the final act of the Trump show. (catalog.)	Karl, Jonathan, 1968-
	5	The pioneer woman cooks super easy! : 120 shortcut recipes for dinners, desserts, and more. (catalog.)	Drummond, Ree.			10	Too famous : the rich, the powerful, the wishful, the notorious, the damned (catalog.)	Wolff, Michael, 1953-

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Library Operations Report
Page 7**MEMORANDUM**

TO: Board of Trustees through Mr. Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: April 04, 2022

SUBJECT: Security Report, April 2022

This report provides security information and/or safety-related incidents in District branches from **February 1, 2022 – to February 31, 2022.**

	Branch	Incident Reports				Mar-20			
		Feb-21	Feb-22	Difference	% Change	Feb-21	Mar-21 to Feb-22	Difference	% Change
Urban Branches	CENTENNIAL HILLS LIBRARY	2	0	-2	-100.0%	13	18	5	38.5%
	CLARK COUNTY LIBRARY	19	21	2	10.5%	175	228	53	30.3%
	EAST LAS VEGAS LIBRARY	3	5	2	66.7%	30	69	39	130.0%
	ENTERPRISE LIBRARY	4	6	2	50.0%	34	39	5	14.7%
	MEADOWS	0	1	0	0.0%	0	4	4	0.0%
	RAINBOW LIBRARY	3	0	-3	-100.0%	24	21	-3	-12.5%
	SAHARA WEST LIBRARY	5	4	-1	-20.0%	23	45	22	95.7%
	SPRING VALLEY LIBRARY	1	4	3	300.0%	19	53	34	178.9%
	SUMMERLIN	1	3	2	200.0%	5	13	8	160.0%
	SUNRISE LIBRARY	0	3	3	0.0%	7	19	12	171.4%
	WEST CHARLESTON LIBRARY	3	7	4	133.3%	38	69	31	81.6%
	WEST LAS VEGAS LIBRARY	4	6	2	50.0%	41	47	6	14.6%
	WHITNEY LIBRARY	4	9	5	125.0%	50	67	17	34.0%
	WINDMILL LIBRARY	0	0	0	0.0%	18	32	14	77.8%
Urban Total		49	69	20	40.8%	477	724	247	51.8%

	Branch	Incident Reports				Mar-20			
		Feb-21	Feb-22	Difference	% Change	Feb-21	Mar-21 to Feb-22	Difference	% Change
Outlying Branches	BLUE DIAMOND	0	0	0	0.0%	0	0	0	0.0%
	BUNKERVILLE	0	1	1	0.0%	4	1	-3	-75.0%
	GOODSPRINGS	0	0	0	0.0%	0	0	0	0.0%
	INDIAN SPRINGS	0	1	1	0.0%	0	2	2	0.0%
	LAUGHLIN LIBRARY	1	1	0	0.0%	4	9	5	125.0%
	MESQUITE LIBRARY	0	1	1	0.0%	12	16	4	33.3%
	MOAPA TOWN	0	0	0	0.0%	2	0	-2	-100.0%
	MOAPA VALLEY	0	0	0	0.0%	1	3	2	200.0%
	MT CHARLESTON	0	0	0	0.0%	0	0	0	0.0%
	SANDY VALLEY LIBRARY	0	0	0	0.0%	0	0	0	0.0%
	SEARCHLIGHT	0	0	0	0.0%	0	0	0	0.0%
Outlying Total		1	4	3	300.0%	23	31	8	34.8%
Grand Total		50	73	23	46.0%	500	755	255	51.0%

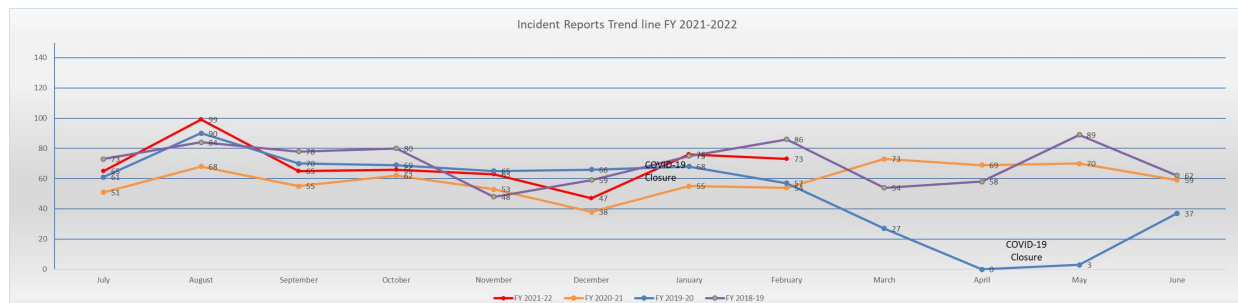
* Due to the Pandemic District Branches were closed January 2nd & 3rd, 2021

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In February 2022, there were **73** incidents, an **increase of 46%** from the total experienced in February 2021 and 28.1% above February 2020 which experienced reduced incidents due to lower numbers of customers as COVID started to spread. In February, the Clark County Library experienced two (2) additional incidents compared to 2021. This was 10.5% more incidents than in February 2021. We do anticipate that the number of incidents will fall due to the ending of the mask mandate which occurred in February. During this period, the District recorded **275,648** in-person visits. **This ratio is one incident for every 3,766 visits.**

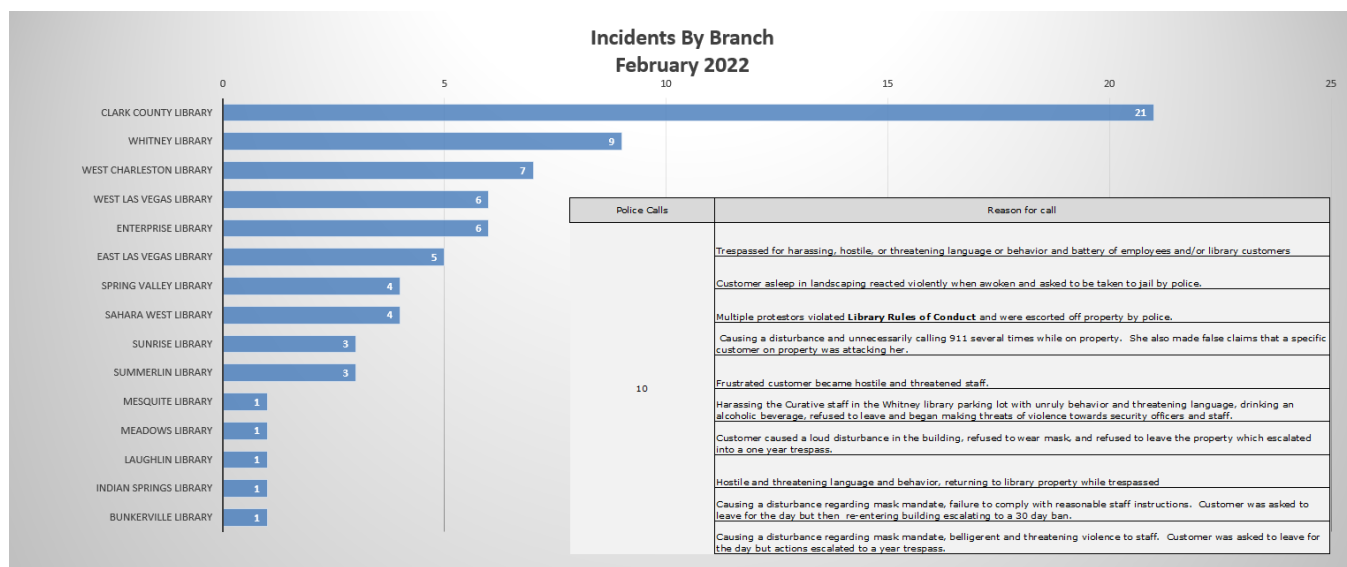
	Branch	Incident Reports				Mar-19		Mar-21			
		Feb-20	Feb-22	Difference	% Change	to Feb 20	to Feb-22	Difference	% Change		
Urban Branches	CENTENNIAL HILLS LIBRARY	0	0	0	0.0%	22	18	-4	-18.2%		
	CLARK COUNTY LIBRARY	15	21	6	40.0%	174	228	54	31.0%		
	EAST (LAS VEGAS) LIBRARY	5	5	0	0.0%	54	69	15	27.8%		
	ENTERPRISE LIBRARY	6	6	0	0.0%	54	39	-15	-27.8%		
	MEADOWS	0	1	0	0.0%	3	4	1	33.3%		
	RAINBOW LIBRARY	1	0	-1	-100.0%	29	21	-8	-27.6%		
	SAHARA WEST LIBRARY	3	4	1	33.3%	47	45	-2	-4.3%		
	SPRING VALLEY LIBRARY	5	4	-1	-20.0%	43	53	10	23.3%		
	SUMMERLIN	1	3	2	200.0%	22	13	-9	-40.9%		
	SUNRISE LIBRARY	2	3	1	50.0%	23	19	-4	-17.4%		
	WEST CHARLESTON LIBRARY	2	7	5	250.0%	49	69	20	40.8%		
	WEST LAS VEGAS LIBRARY	4	6	2	50.0%	79	47	-32	-40.5%		
	WHITNEY LIBRARY	8	9	1	12.5%	132	67	-65	-49.2%		
	WINDMILL LIBRARY	3	0	-3	-100.0%	41	32	-9	-22.0%		
	Urban Total	55	69	14	25.5%	772	724	-48	-6.2%		
Outlying Branches	BLUE DIAMOND	0	0	0	0.0%	0	0	0	0.0%		
	BUNKERVILLE	0	1	1	0.0%	0	1	1	0.0%		
	GOODSPRINGS	0	0	0	0.0%	0	0	0	0.0%		
	INDIAN SPRINGS	1	1	0	0.0%	2	2	0	0.0%		
	LAUGHLIN LIBRARY	0	1	1	0.0%	10	9	-1	-10.0%		
	MESQUITE LIBRARY	1	1	0	0.0%	30	16	-14	-46.7%		
	MOAPA TOWN	0	0	0	0.0%	0	0	0	0.0%		
	MOAPA VALLEY	0	0	0	0.0%	0	3	3	0.0%		
	MT CHARLESTON	0	0	0	0.0%	1	0	-1	-100.0%		
	SANDY VALLEY LIBRARY	0	0	0	0.0%	1	0	-1	-100.0%		
	SEARCHLIGHT	0	0	0	0.0%	0	0	0	0.0%		
	Outlying Total	2	4	2	100.0%	44	31	-13	-29.5%		
	Grand Total	57	73	16	28.1%	816	755	-61	-7.5%		

February 2022, incidents followed historic trendlines increasing for February compared to the last two pandemic years but less than prepandemic averages. Incidents include all types of activity not just disturbances with customers. Masking issues were cited in eight (8) incidents or 11% of February incidents.

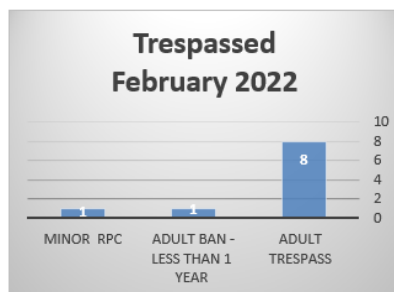


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The **Clark County Library** recorded the highest number of incidents at **21 incidents**. The remaining branches reported between **0-9 incidents**.



Trespass or Banned	Total
ADULT TRESPASS	8
ADULT BAN - LESS THAN 1 YEAR	1
Minor RPC	1



For February 2022, the staff made ten (10) calls to law enforcement, and eight (8) customers were trespassed, while two (2) received a shorter partial year ban.

FEBRUARY 2022 INCIDENT TYPES

District branch staff encountered **49** customer disturbances, accounting for most incident types at **67.1%**. This is a **51% increase** in the number of customer disturbances from February 2021 and a 28.1% increase in disturbances from 2020.

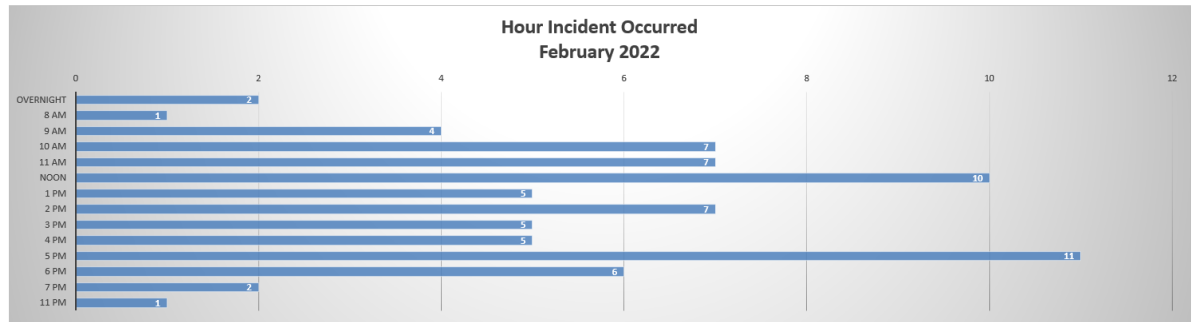
This **ratio** is **one disturbance for every 5,625 visits**.

Three (3) FixIt Clark County tickets were submitted for encampments blocking the public sidewalk.

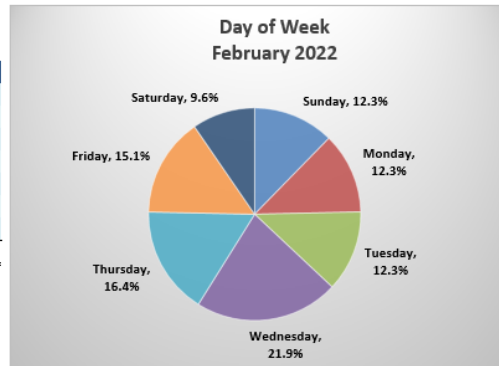


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Hour Incident Occurred	Total	%
Overnight	2	2.7%
8 AM	1	1.4%
9 AM	4	5.5%
10 AM	7	9.6%
11 AM	7	9.6%
Noon	10	13.7%
1 PM	5	6.8%
2 PM	7	9.6%
3 PM	5	6.8%
4 PM	5	6.8%
5 PM	11	15.1%
6 PM	6	8.2%
7 PM	2	2.7%
11 PM	1	1.4%
Grand Total	73	100.0%



Day of Week	Total	%
Sunday	9	12.3%
Monday	9	12.3%
Tuesday	9	12.3%
Wednesday	16	21.9%
Thursday	12	16.4%
Friday	11	15.1%
Saturday	7	9.6%
Grand Total	73	100.0%



It is important to note, the hour an incident occurs is higher before 6PM because most of our facilities close at 6PM Friday – Sunday with open hours until 8PM Monday-Thursday.

Similarly, Monday through Thursday have the potential for more incidents because they

are open more hours. For February 2022, Wednesdays experienced the highest number of incidents at 16 or 21.9% of the total.

Library Name	Address	Square Footage	February	INCIDENTS PER 10K SQ. FT.	Incidents per PIC
Blue Diamond	14 Cottonwood, Blue Diamond 89004	1,000	0	0.00	0.00
Bunkerville	150 West Virgin Street, Bunkerville 89007	1,200	1	8.33	0.67
Centennial Hills	6711 N. Buffalo Dr., LV 89131	45,555	0	0.00	0.00
Clark County	1401 East Flamingo Road, LV 89119	120,000	21	1.75	1.50
East Las Vegas	2851 East Bonanza Road, Las Vegas, NV 89101	41,015	5	1.22	0.83
Enterprise	25 East Shelbourne, LV 89123	26,300	6	2.28	1.20
Goodsprings	365 West San Pedro Avenue, Goodsprings 89019	900	0	0.00	0.00
Indian Springs	715 Greta Lane, Indian Springs 89018	1,200	1	8.33	0.67
Laughlin	2840 South Needles Highway, Laughlin 89029	15,562	1	0.64	0.13
Meadows Library	251 W. Boston Ave, LV 89102	813	1	12.30	0.67
Mesquite Learning Center	121 West First North Street, Mesquite 89027	5,464	1	1.83	0.33
Mesquite Library	160 West First North Street, Mesquite 89027	13,313	0	0.00	0.00
Moapa Town	1340 East Highway 168, Moapa 89025	2,000	0	0.00	0.00
Moapa Valley	350 North Moapa Boulevard, Overton 89040	4,700	0	0.00	0.00
Mt. Charleston	75 Ski Chalet Place, Las Vegas 89124	2,800	0	0.00	0.00
Rainbow	3150 North Buffalo Drive, LV 89128	26,800	0	0.00	0.00
Sahara West	9600 West Sahara Avenue, LV 89117	122,000	4	0.33	0.36
Sandy Valley	650 West Quartz Avenue, Sandy Valley 89019	1,200	0	0.00	0.00
Searchlight	200 Michael Wendell Way, Searchlight 89046	1,200	0	0.00	0.00
Spring Valley	4280 South Jones Boulevard, LV 89103	25,000	4	1.60	0.44
Summerlin	1771 Inner Circle Drive, LV 89134	40,165	3	0.75	0.50
Sunrise	5400 Harris, LV 89110	23,000	3	1.30	0.50
West Charleston	6301 West Charleston Boulevard, LV 89146	38,900	7	1.80	0.88
West Las Vegas(excluding Theater)	951 West Lake Mead Boulevard, LV 89106	30,693	6	1.95	0.67
Whitney	5175 East Tropicana Avenue, LV 89122	24,500	9	3.67	1.29
Windmill Library and Service Center	7060 W. Windmill Lane, Las Vegas NV 89113	142,149	0	0.00	0.00
			Average	Average	
			757,429	73	0.96 0.51

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Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Monthly Statistics
Year over Year
February 2020/ February 2022

		Circulation				2020	2022			Gatecount				2020	2022		
	Library	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	44,656	27,677	-16,979	-38%	388,277	245,044	-143,233	-37%	28,453	19,130	-9,323	-33%	251,401	153,392	-98,009	-39%
	Clark County	39,517	14,992	-24,525	-62%	318,544	144,826	-173,718	-55%	48,567	28,242	-20,325	-42%	378,932	243,893	-135,039	-36%
	Enterprise	28,408	14,552	-13,856	-49%	258,356	135,601	-122,755	-48%	27,389	17,254	-10,135	-37%	213,657	131,719	-81,938	-38%
	East Las Vegas	29,567	11,170	-18,397	-62%	255,403	105,050	-150,353	-59%	33,793	17,727	-16,066	-48%	277,389	228,688	-48,701	-18%
	Meadows	2,850	446	-2,404	-84%	44,293	3,851	-40,442	-91%	2,780	960	-1,820	-65%	22,743	9,034	-13,709	-60%
	Rainbow	38,015	20,512	-17,503	-46%	324,166	176,453	-147,713	-46%	37,044	24,917	-12,127	-33%	282,333	189,938	-92,395	-33%
	Sahara West	53,575	32,154	-21,421	-40%	453,270	285,172	-168,098	-37%	44,768	26,581	-18,187	-41%	366,180	205,410	-160,770	-44%
	Spring Valley	31,472	13,420	-18,052	-57%	266,189	122,762	-143,427	-54%	36,149	14,808	-21,341	-59%	258,708	142,886	-115,822	-45%
	Summerlin	30,000	17,366	-12,634	-42%	243,852	159,264	-84,588	-35%	15,692	16,498	806	5%	207,195	110,391	-96,804	-47%
	Sunrise	32,582	13,584	-18,998	-58%	281,468	118,802	-162,666	-58%	25,313	19,755	-5,558	-22%	216,781	137,530	-79,251	-37%
	West Charleston	29,734	12,344	-17,390	-58%	247,537	117,502	-130,035	-53%	25,753	15,755	-9,998	-39%	213,119	123,780	-89,339	-42%
	West Las Vegas	12,238	3,929	-8,309	-68%	106,614	34,948	-71,666	-67%	27,000	14,807	-12,193	-45%	202,873	117,148	-85,725	-42%
	Whitney	30,831	16,553	-14,278	-46%	264,836	140,236	-124,600	-47%	47,838	15,774	-32,064	-67%	390,635	129,356	-261,279	-67%
	Windmill	48,698	26,783	-21,915	-45%	414,157	244,735	-169,422	-41%	31,088	19,873	-11,215	-36%	254,524	151,253	-103,271	-41%
	Urban Totals	452,143	225,482	-226,661	-50%	3,866,962	2,034,246	-1,832,716	-47%	431,627	252,081	-179,546	-42%	3,536,470	2,074,418	-1,462,052	-41%
Outlying Branches	Blue Diamond	280	339	59	21%	2,438	2,316	-122	-5%	549	260	-289	-53%	4,870	2,194	-2,676	-55%
	Bunkerville	350	216	-134	-38%	3,805	1,900	-1,905	-50%	1,158	984	-174	-15%	12,837	6,667	-6,170	-48%
	Goodsprings	1,165	195	-970	-83%	9,262	3,546	-5,716	-62%	442	374	-68	-15%	3,724	3,828	104	3%
	Indian Springs	1,227	737	-490	-40%	11,340	5,448	-5,892	-52%	2,136	1,649	-487	-23%	19,123	11,138	-7,985	-42%
	Laughlin	10,995	5,395	-5,600	-51%	91,185	42,042	-49,143	-54%	8,882	3,994	-4,888	-55%	64,382	27,238	-37,144	-58%
	Mesquite	12,257	6,504	-5,753	-47%	94,767	58,879	-35,888	-38%	15,196	9,296	-5,900	-39%	126,888	82,829	-44,059	-35%
	Moapa Town	436	201	-235	-54%	4,595	2,347	-2,248	-49%	626	290	-336	-54%	4,925	2,511	-2,414	-49%
	Moapa Valley	6,085	3,269	-2,816	-46%	49,641	29,310	-20,331	-41%	7,234	4,303	-2,931	-41%	66,835	36,446	-30,389	-45%
	Mt. Charleston	426	145	-281	-66%	4,527	1,711	-2,816	-62%	496	604	108	22%	6,641	5,630	-1,011	-15%
	Sandy Valley	2,010	569	-1,441	-72%	15,199	5,806	-9,393	-62%	998	711	-287	-29%	9,489	6,332	-3,157	-33%
	Searchlight	640	356	-284	-44%	5,126	2,481	-2,645	-52%	1,368	1,102	-266	-19%	10,117	5,441	-4,676	-46%
	Outlying Totals	35,871	17,926	-17,945	-50%	291,885	155,786	-136,099	-47%	39,085	23,567	-15,518	-40%	329,831	190,254	-139,577	-42%
Misc.	ILL	376	270	-106	-28%	2,946	2,353	-593	-20%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Metro	2,448	2,049	-399	-16%	16,933	7,988	-8,945	-53%	27	0	-27	-100%	412	0	-412	-100%
	Outreach	4,792	1,146	-3,646	-76%	39,865	12,908	-26,957	-68%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	eMedia	224,953	236,028	11,075	5%	1,872,683	2,035,596	162,913	9%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Online Renewals	206,813	288,434	81,621	39%	1,709,076	1,833,346	124,270	7%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Misc. Totals	439,382	527,927	88,545	20%	3,641,503	3,892,191	250,688	7%	27	0	-27	-100%	412	0	-412	-100%
Grand Totals		927,396	771,335	-156,061	-17%	7,800,350	6,082,223	-1,718,127	-22%	470,739	275,648	-195,091	-41%	3,866,713	2,264,672	-1,602,041	-41%

*Due to the pandemic District Branches were closed beginning March 16th thru June 3rd

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		New Library Card				2020	2022			PC Internet Sessions				2020	2022		
	Library	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	479	358	-121	-25%	3,714	2,690	-1,024	-28%	4,659	1,750	-2,909	-62%	37,638	13,958	-23,680	-63%
	Clark County	717	567	-150	-21%	5,744	3,815	-1,929	-34%	7,991	5,246	-2,745	-34%	64,295	43,315	-20,980	-33%
	Enterprise	348	240	-108	-31%	3,046	1,888	-1,158	-38%	3,198	1,704	-1,494	-47%	25,026	13,480	-11,546	-46%
	East Las Vegas	619	395	-224	-36%	5,586	3,504	-2,082	-37%	7,456	3,863	-3,593	-48%	61,718	32,185	-29,533	-48%
	Meadows	47	20	-27	-57%	387	210	-177	-46%	392	120	-272	-69%	3,022	1,010	-2,012	-67%
	Rainbow	462	307	-155	-34%	3,857	2,311	-1,546	-40%	4,376	2,466	-1,910	-44%	33,006	19,895	-13,111	-40%
	Sahara West	1,020	431	-589	-58%	5,566	4,016	-1,550	-28%	4,374	2,612	-1,762	-40%	36,419	22,149	-14,270	-39%
	Spring Valley	422	239	-183	-43%	3,004	1,901	-1,103	-37%	6,025	3,318	-2,707	-45%	48,539	26,894	-21,645	-45%
	Summerlin	230	212	-18	-8%	2,179	1,673	-506	-23%	1,974	999	-975	-49%	15,569	7,638	-7,931	-51%
	Sunrise	584	278	-306	-52%	3,801	2,179	-1,622	-43%	4,683	2,223	-2,460	-53%	38,607	17,696	-20,911	-54%
	West Charleston	343	223	-120	-35%	2,930	1,519	-1,411	-48%	3,609	2,017	-1,592	-44%	28,983	17,318	-11,665	-40%
	West Las Vegas	229	167	-62	-27%	2,640	1,304	-1,336	-51%	4,725	2,289	-2,436	-52%	38,745	17,948	-20,797	-54%
	Whitney	382	273	-109	-29%	3,934	2,790	-1,144	-29%	4,437	2,544	-1,893	-43%	34,938	20,274	-14,664	-42%
	Windmill	608	425	-183	-30%	5,085	3,342	-1,743	-34%	5,551	2,308	-3,243	-58%	40,664	19,230	-21,434	-53%
	Urban Totals	6,490	4,135	-2,355	-36%	51,473	33,142	-18,331	-36%	63,450	33,459	-29,991	-47%	507,169	272,990	-234,179	-46%
Outlying Branches	Blue Diamond	2	5	3	150%	14	24	10	71%	49	16	-33	-67%	226	92	-134	-59%
	Bunkerville	0	1	1	N/A	11	15	4	36%	35	37	2	6%	221	222	1	0%
	Goodsprings	0	1	1	N/A	12	9	-3	-25%	19	18	-1	-5%	149	273	124	83%
	Indian Springs	3	13	10	333%	36	62	26	72%	148	99	-49	-33%	1,407	567	-840	-60%
	Laughlin	180	54	-126	-70%	700	382	-318	-45%	1,631	845	-786	-48%	12,794	5,927	-6,867	-54%
	Mesquite	113	130	17	15%	1,543	1,511	-32	-2%	2,383	1,232	-1,151	-48%	17,207	8,625	-8,582	-50%
	Moapa Town	0	2	2	N/A	12	12	0	0%	79	37	-42	-53%	665	291	-374	-56%
	Moapa Valley	27	15	-12	-44%	188	144	-44	-23%	406	243	-163	-40%	3,342	1,857	-1,485	-44%
	Mt. Charleston	2	3	1	50%	16	10	-6	-38%	17	11	-6	-35%	152	115	-37	-24%
	Sandy Valley	6	3	-3	-50%	32	23	-9	-28%	76	39	-37	-49%	612	377	-235	-38%
	Searchlight	1	4	3	300%	13	12	-1	-8%	79	67	-12	-15%	655	286	-369	-56%
	Outlying Totals	334	231	-103	-31%	2,577	2,204	-373	-14%	4,922	2,644	-2,278	-46%	37,430	18,632	-18,798	-50%
Misc.	ALP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	206	53	-153	-74%	1,910	383	-1,527	-80%
	Outreach	774	103	-671	-87%	3,763	772	-2,991	-79%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Online Registration	612	828	216	35%	4,779	6,828	2,049	43%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	WiFi	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	81,528	50,794	-30,734	-38%	660,305	388,045	-272,260	-41%
	Misc. Totals	1,386	931	-455	-33%	8,542	7,600	-942	-11%	81,734	50,847	-30,887	-38%	662,215	388,428	-273,787	-41%
	Grand Totals	8,210	5,297	-2,913	-35%	62,592	42,946	-19,646	-31%	150,106	86,950	-63,156	-42%	1,206,814	680,050	-526,764	-44%

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		Circulation				2021	2022			Gatecount				2021	2022		
	Library	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	32,767	27,677	-5,090	-16%	265,230	245,044	-20,186	-8%	16,732	19,130	2,398	14%	157,525	153,392	-4,133	-3%
	Clark County	21,390	14,992	-6,398	-30%	167,416	144,826	-22,590	-13%	21,234	28,242	7,008	33%	178,076	243,893	65,817	37%
	Enterprise	20,998	14,552	-6,446	-31%	170,027	135,601	-34,426	-20%	15,111	17,254	2,143	14%	120,779	131,719	10,940	9%
	East Las Vegas	13,451	11,170	-2,281	-17%	116,478	105,050	-11,428	-10%	30,216	17,727	-12,489	-41%	222,086	228,688	6,602	3%
	Meadows	248	446	198	80%	2,289	3,851	1,562	68%	95	960	865	911%	1,849	9,034	7,185	389%
	Rainbow	26,239	20,512	-5,727	-22%	208,313	176,453	-31,860	-15%	22,300	24,917	2,617	12%	152,415	189,938	37,523	25%
	Sahara West	36,166	32,154	-4,012	-11%	292,306	285,172	-7,134	-2%	21,086	26,581	5,495	26%	161,236	205,410	44,174	27%
	Spring Valley	20,230	13,420	-6,810	-34%	160,071	122,762	-37,309	-23%	17,394	14,808	-2,586	-15%	128,423	142,886	14,463	11%
	Summerlin	18,801	17,366	-1,435	-8%	161,300	159,264	-2,036	-1%	10,800	16,498	5,698	53%	91,250	110,391	19,141	21%
	Sunrise	18,515	13,584	-4,931	-27%	149,231	118,802	-30,429	-20%	11,472	19,755	8,283	72%	89,178	137,530	48,352	54%
	West Charleston	16,294	12,344	-3,950	-24%	137,037	117,502	-19,535	-14%	11,983	15,755	3,772	31%	112,977	123,780	10,803	10%
	West Las Vegas	5,894	3,929	-1,965	-33%	46,620	34,948	-11,672	-25%	19,410	14,807	-4,603	-24%	115,477	117,148	1,671	1%
	Whitney	20,702	16,553	-4,149	-20%	169,193	140,236	-28,957	-17%	15,774	15,774	0	0%	180,481	129,356	-51,125	-28%
	Windmill	33,310	26,783	-6,527	-20%	274,683	244,735	-29,948	-11%	18,749	19,873	1,124	6%	144,703	151,253	6,550	5%
	Urban Totals	285,005	225,482	-59,523	-21%	2,320,194	2,034,246	-285,948	-12%	232,356	252,081	19,725	8%	1,856,455	2,074,418	217,963	12%
Outlying Branches	Blue Diamond	292	339	47	16%	1,767	2,316	549	31%	385	260	-125	-32%	2,581	2,194	-387	-15%
	Bunkerville	414	216	-198	-48%	5,270	1,900	-3,370	-64%	1,078	984	-94	-9%	8,754	6,667	-2,087	-24%
	Goodsprings	463	195	-268	-58%	5,682	3,546	-2,136	-38%	67	374	307	458%	2,408	3,828	1,420	59%
	Indian Springs	722	737	15	2%	6,035	5,448	-587	-10%	836	1,649	813	97%	5,725	11,138	5,413	95%
	Laughlin	6,124	5,395	-729	-12%	41,510	42,042	532	1%	4,513	3,994	-519	-12%	36,260	27,238	-9,022	-25%
	Mesquite	8,073	6,504	-1,569	-19%	66,120	58,879	-7,241	-11%	9,942	9,296	-646	-6%	73,373	82,829	9,456	13%
	Moapa Town	279	201	-78	-28%	2,868	2,347	-521	-18%	374	290	-84	-22%	2,993	2,511	-482	-16%
	Moapa Valley	4,656	3,269	-1,387	-30%	36,159	29,310	-6,849	-19%	11,332	4,303	-7,029	-62%	61,260	36,446	-24,814	-41%
	Mt. Charleston	350	145	-205	-59%	3,489	1,711	-1,778	-51%	410	604	194	47%	3,980	5,630	1,650	41%
	Sandy Valley	1,004	569	-435	-43%	7,955	5,806	-2,149	-27%	684	711	27	4%	5,299	6,332	1,033	19%
	Searchlight	400	356	-44	-11%	4,108	2,481	-1,627	-40%	471	1,102	631	134%	3,990	5,441	1,451	36%
	Outlying Totals	22,777	17,926	-4,851	-21%	180,963	155,786	-25,177	-14%	30,092	23,567	-6,525	-22%	206,623	190,254	-16,369	-8%
Misc.	ILL	320	270	-50	-16%	2,703	2,353	-350	-13%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Metro	2,108	2,049	-59	-3%	3,690	7,988	4,298	116%	0	0	0	N/A	0	0	0	N/A
	Outreach	1,915	1,146	-769	-40%	17,131	12,908	-4,223	-25%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	eMedia	258,492	236,028	-22,464	-9%	2,146,131	2,035,596	-110,535	-5%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Online Renewals	138,456	288,434	149,978	108%	1,139,878	1,833,346	693,468	61%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Misc. Totals	401,291	527,927	126,636	32%	3,309,533	3,892,191	582,658	18%	0	0	0	N/A	0	0	0	N/A
	Grand Totals	709,073	771,335	62,262	9%	5,810,690	6,082,223	271,533	5%	262,448	275,648	13,200	5%	2,063,078	2,264,672	201,594	10%

*Due to the pandemic District Branches were closed beginning March 16th thru June 3rd

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	New Library Card					2021	2022			PC Internet Sessions					2021	2022		
	Library	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	
Urban Branches	Centennial Hills	269	358	89	33%	2,066	2,690	624	30%	1,924	1,750	-174	-9%	14,110	13,958	-152	-1%	
	Clark County	348	567	219	63%	2,526	3,815	1,289	51%	3,679	5,246	1,567	43%	35,431	43,315	7,884	22%	
	Enterprise	211	240	29	14%	1,565	1,888	323	21%	1,694	1,704	10	1%	13,689	13,480	-209	-2%	
	East Las Vegas	257	395	138	54%	2,743	3,504	761	28%	3,011	3,863	852	28%	24,920	32,185	7,265	29%	
	Meadows	2	20	18	900%	29	210	181	624%	0	120	120	N/A	0	1,010	1,010	N/A	
	Rainbow	267	307	40	15%	1,954	2,311	357	18%	2,259	2,466	207	9%	18,227	19,895	1,668	9%	
	Sahara West	287	431	144	50%	3,140	4,016	876	28%	2,646	2,612	-34	-1%	20,804	22,149	1,345	6%	
	Spring Valley	194	239	45	23%	1,717	1,901	184	11%	3,630	3,318	-312	-9%	27,513	26,894	-619	-2%	
	Summerlin	129	212	83	64%	1,015	1,673	658	65%	779	999	220	28%	5,993	7,638	1,645	27%	
	Sunrise	176	278	102	58%	2,051	2,179	128	6%	1,898	2,223	325	17%	14,800	17,696	2,896	20%	
	West Charleston	132	223	91	69%	1,119	1,519	400	36%	2,174	2,017	-157	-7%	16,380	17,318	938	6%	
	West Las Vegas	126	167	41	33%	1,141	1,304	163	14%	2,154	2,289	135	6%	16,776	17,948	1,172	7%	
	Whitney	207	273	66	32%	2,309	2,790	481	21%	2,988	2,544	-444	-15%	21,991	20,274	-1,717	-8%	
	Windmill	315	425	110	35%	2,177	3,342	1,165	54%	2,077	2,308	231	11%	16,282	19,230	2,948	18%	
Urban Totals	2,920	4,135	1,215	42%	25,552	33,142	7,590	30%	30,913	33,459	2,546	8%	246,916	272,990	26,074	11%		
Outlying Branches	Blue Diamond	0	5	5	N/A	15	24	9	60%	16	16	0	0%	87	92	5	6%	
	Bunkerville	2	1	-1	-50%	24	15	-9	-38%	35	37	2	6%	171	222	51	30%	
	Goodsprings	1	1	0	0%	27	9	-18	-67%	4	18	14	350%	71	273	202	285%	
	Indian Springs	5	13	8	160%	25	62	37	148%	25	99	74	296%	251	567	316	126%	
	Laughlin	51	54	3	6%	392	382	-10	-3%	795	845	50	6%	6,197	5,927	-270	-4%	
	Mesquite	60	130	70	117%	627	1,511	884	141%	1,132	1,232	100	9%	7,430	8,625	1,195	16%	
	Moapa Town	0	2	2	N/A	16	12	-4	-25%	38	37	-1	-3%	281	291	10	4%	
	Moapa Valley	14	15	1	7%	132	144	12	9%	124	243	119	96%	968	1,857	889	92%	
	Mt. Charleston	0	3	3	N/A	20	10	-10	-50%	10	11	1	10%	91	115	24	26%	
	Sandy Valley	3	3	0	0%	21	23	2	10%	49	39	-10	-20%	302	377	75	25%	
	Searchlight	0	4	4	N/A	10	12	2	20%	11	67	56	509%	80	286	206	258%	
	Outlying Totals	136	231	95	70%	1,309	2,204	895	68%	2,239	2,644	405	18%	15,929	18,632	2,703	17%	
Misc.	ALP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	65	53	-12	-18%	503	383	-120	-24%	
	Outreach	4	103	99	2475%	2,280	772	-1,508	-66%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Online Registration	746	828	82	11%	7,597	6,828	-769	-10%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	WiFi	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	49,899	50,794	895	2%	394,896	388,045	-6,851	-2%	
	Misc. Totals	750	931	181	24%	9,877	7,600	-2,277	-23%	49,964	50,847	883	2%	395,399	388,428	-6,971	-2%	
Grand Totals	3,806	5,297	1,491	39%	36,738	42,946	6,208	17%	83,116	86,950	3,834	5%	658,244	680,050	21,806	3%		

*Due to the pandemic District Branches were closed beginning March 16th thru June 3rd

ITEM VII.A.2.a.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Betsy Ward, Branding and Marketing Director

DATE: March 31, 2022

SUBJECT: Branding and Marketing Activity Report, April 2022

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for the month of March 2022 and analytics compiled from the period of February 1-28, 2022.

Powerful Platforms

West Las Vegas Library Community Meeting

In support of the March 21 West Las Vegas Library Community Meeting, the team:

- Created and placed "Save the Date" ads in Black Image (March issue), El Tiempo (March 9), Las Vegas Review-Journal (March 3), and Las Vegas Weekly (March 3)
- On Feb. 18, used the OrangeBoy email marketing platform to identify and email 5,264 cardholders within a one-mile radius of the West Las Vegas Library a "Save the Date" invitation to the March 21 Community Meeting. **Due to the switch to using OrangeBoy from LibraryAware, all BAM email marketing analytics will be provided in the May 2022 Board Report.**
- On March 17, used the OrangeBoy platform to identify and email 13,723 cardholders within a two-mile radius of the West Las Vegas Library the same "Save the Date" invitation to the March 21 Community Meeting.
- On March 23, we used the OrangeBoy platform to send a feedback survey to 13,723 cardholders within a two-mile radius of the West Las Vegas Library asking for their preferences in a new library building.
- We also printed 600 project feedback surveys for distribution to the West Las Vegas Library and this community.
- Using the USPS Every Door Direct direct mail service, BAM sent the "Save-the-Date" postcards to 53,000 residential and commercial addresses within a one-mile radius of the

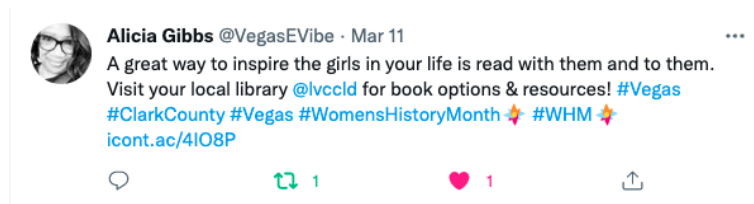
West Las Vegas Library. Working with Sumnu Marketing, we provided them with 500 postcards to do neighborhood canvassing.

- Using BiblioCommons' enhanced branch location pages feature, we turned the West Las Vegas Library location page into a central repository of all information pertaining to the new building project. This included: a recording of the March 21 meeting; a link to take the West Las Vegas project feedback survey; and the Library District & KME's joint PPT presentation on the West Las Vegas project. Awe used the hero banner on the main page of LVCCLD.org to drive interested customers to the page.
- Researched and wrote a guest advertorial in Black Image Magazine on behalf of Kelvin Watson detailing the history of the West Las Vegas Library, and inviting residents to attend the March 21 Community Meeting.

Women's History Month 2022

The team's activities to showcase the Library District's free events, programs, services & online resources during Women's History Month in March included:

- The creation of a promotional graphic collage, featuring works by noteworthy women, was added to the website homepage hero banner, which linked to the [Women's History Month audience page](#). The team updated this page with new curated staff lists throughout the month, with each list linking back to titles available from the Library District's physical and digital collection.
- The team worked with the Collections & Bibliographic Services Department to create a blog post that highlighted free events, online resources, staff picks, and national resources for Women's History Month.
- Dedicated social media messages were posted throughout March that linked back to the Women's History Month audience page. Responses included the following:



#MakerMarch 2022

The team's activities to promote the Library District's free events, programs, services & online resources during Maker March included:

- The creation of promotional art for this new initiative for use on the website, social media, and T-shirts for staff at branch events.
- The team created a new [Maker March dedicated landing page](#).
- Dedicated social media messages were posted throughout March that linked back to the Maker March audience page.

Highlights Newsletter

BAM continues to promote priority District-wide programs, upcoming PVS & YS events & classes, local partnerships, and online resources in the twice-monthly Library Highlights eNewsletters.

This was the first month that BAM used the OrangeBoy email marketing software to push out the Library District's eNewsletters. Due to this switch from the LibraryAware platform to OrangeBoy, our newsletter analytics will be provided in the May 2022 Board Report.

March 4 Issue: Maker March + Free College Prep Class + 2 New VGK Bookmarks + Events Galore!

Topics: Maker March programs and events; the March Vegas Golden Knights Collectible Player Bookmark featuring Center Jack Eichel; CSN & The Library District's Open House at East Las Vegas Library on March 5 for the free college-prep class starting March 19; upcoming "Must-See" priority events as selected by PVS & YS; and a call to action to donate to the Library District Foundation.

March 22 Issue: Celebrate Women's Achievements + Summerlin Chalk It Up! Music & Art Festival + Movie Books

Topics: The Library District's events, programs & services in celebration of Women's History Month; a call-to action to sign-up for the Fresh Picks Page to Screen eNewsletter of monthly curated titles from the Library District's collection; the March 24 Nevada Virtual Grant Series from U.S. Senator Jacky Rosen; upcoming priority events & programs as selected by PVS & YS; and a call-to-action to donate to the Library District Foundation.

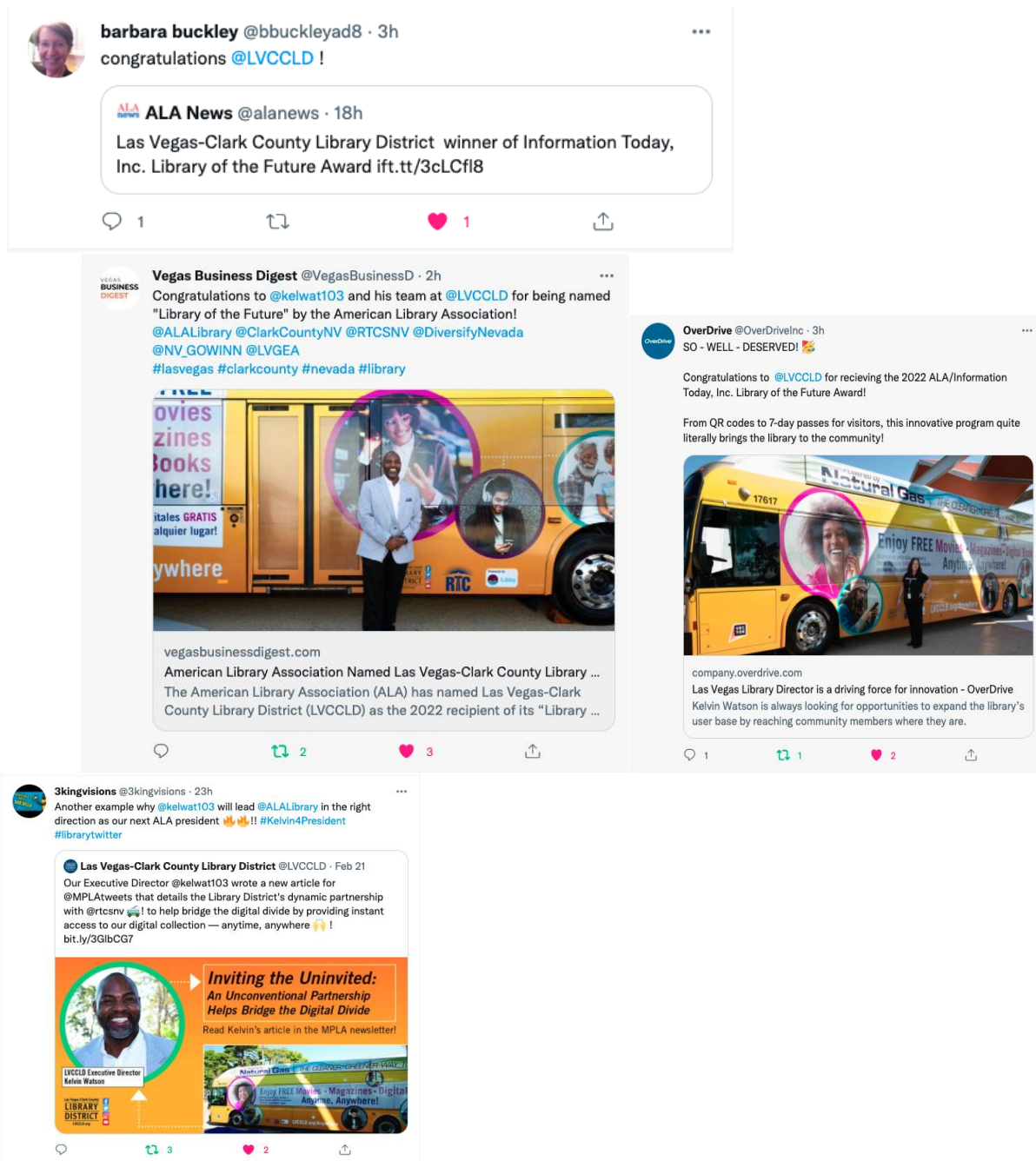
Powerful Partnerships

'Bringing the Library to Transit Riders' Program Racks Up Awards and Recognition

Kelvin Watson and the Library District's "Bringing the Library to Transit Riders" program received two more national awards in March, bringing the total to three library industry awards in 2022:

- 1) Urban Libraries Council "Top Innovators Honorable Mention" (January)
 - 2) The American Library Association (ALA) "Library of the Future Award" (March)
 - 3) The Reference and User Services Association (RUSA) "2022 Best Emerging Technology Application (BETA) Award" (March)
- Press releases on the two March awards garnered coverage in local media outlets such as on national wire service feeds including [Yahoo! Finance](#) and [AP News](#), and Las Vegas news outlets [KNTV-ABC](#), [KLAS-CBS](#), [Vegas Business Digest](#), and [Nevada Business Magazine](#)
 - OverDrive, which powers the Libby app used in the RTC program, published an article about the partnership on its [blog](#).
 - We received social media support from the ALA, former Assemblywoman and Legal Aid Center Executive Director Barbara Buckley, Vegas Business Digest, and OverDrive.



Branding and Marketing Report
Page 4**CSN Partnership Pilot Program**

To support the Community Engagement pilot program with CSN, which offers free college prep classes at the East Las Vegas branch, the BAM team:

- Wrote and distributed a media alert about the open house registration event for the class on March 5.
- Wrote and distributed a press release about the partnership between the Library District and CSN and the launch of the pilot program, which launched the class on March 19. This release was picked up on [Yahoo! Finance](#), [AP News](#), and local media coverage included [Nevada Business Magazine](#), [NonProfitNews.Vegas](#), and KNPR.
- Dedicated social media posts were created to promote the program.



Powerful People

Kelvin Watson ALA Presidential Campaign

In the closing weeks of Kelvin's run for president of the American Library Association (ALA), the team supported the campaign with the following:

- Designed a printed postcard for Kelvin's meet-and-greet during the PLA Conference in Portland.
- Wrote and designed a targeted email message to ALA members describing Kelvin's campaign platform.
- Wrote talking points for campaign interviews with the following trade groups and publications: Library Futures, Library Journal, Beta Phi Mu Honor Society, Library Pros podcast, Rare Books and Manuscripts, and ALA Core.

2022 Public Library Association (PLA) Conference – March 22-23

BAM team members Paula Loop and Ryan Simoneau attended the 2022 PLA Conference in Portland and attended several notable sessions and panels, including: Public Libraries Role in Re-engaging Adults Into the Educational System; Digital Books – Where Do We Go From Here? (Kelvin Watson served on this panel); Privacy Field Guides: Take Action on Privacy in Your Library; BiblioCommons

Patron Engagement & Metrics; BiblioCommons Improved Product Enhancement Process & Road Map; Getting Your Staff to Love Library Data; and Message Dissemination During a Crisis.

Powerful Programs

Playaway Launchpad Media Coverage – February 25

The team's public relations efforts resulted in a live remote on Feb. 25 with KVVU Fox (which took place after the previous board report was published). The reporter conducted multiple interviews with [Executive Director Kelvin Watson](#) and Youth Services Manager Shana Harrington from the Windmill Lobby.

Summerlin Library Junior Farmers Market – March 19

The BAM team provided public relations support including a press release and distribution of event B-roll for the Junior Farmers Market, resulting in pre and post-event coverage on local news stations KTNV-ABC, KLAS-CBS and KVVU-Fox.

Inaugural Chalk It Up! Chalk Art and Music Festival – March 26

The BAM team provided public relations support for the Chalk It Up! festival, including:

- Distribution of a media alert in English and Spanish
- Filming and distribution of B-roll after the event, which included soundbites from library staff in English and Spanish.
- Pre and post-event coverage on local news stations included: KTNV-ABC, KLAS-CBS and [KVVU-Fox](#), KLBR Telemundo, and KINC-Univision.



COVID-19 Home Test Kit

A March 9 eBlast went out, notifying cardholders that free COVID-19 home test kits were available at specific branches.

Mesquite STEAM Center Wall Wrap

The graphics team is creating a vinyl wall wrap for the Library District's dedicated space within this new Mesquite STEAM Center, working closely with MQ Branch Manager Judi Sargent and Regional Manager Chantel Clark. This unique vinyl wrap will include QR codes that guide the viewer through highlights on LVCCLD.org, as well as STEAM activities at the Mesquite Library.

New Blog Post on the Enhanced Libby App

The BAM team wrote and published a blog post "[Enjoy More of What You Love with the Enhanced Libby App](#)" to encourage library cardholders to upgrade to OverDrive's Libby app and get the latest features and access to the Library District's digital collection. The team created dedicated social media posts to support the blog.



Summer Challenge 2022 Creative & PR Development

BAM continues to participate in Summer Challenge planning meetings with Community Engagement to finalize marketing materials and discuss messaging and outreach opportunities.

- The theme this year will again include the robot and his dog, which were extremely popular with all ages last year.
- This year's event will include an art contest by age group, including adults.
- BAM is creating two brochures this year to accommodate an exciting addition to the Summer Challenge program. This will be the first year for the "Summer Challenge for Grown-Ups" program, and it will have its own dedicated brochure, appealing to adults with and without children.
- The PR team is already working with two media outlets that are interested in summer literacy trends.

Powerful Platforms

Google AdWords Grant Update

- Google AdWords is Google's online advertising platform in which advertisers bid on popular keywords & search phrases in order for their clickable text-based ads to appear in Google's search results. The Foundation and the Library District have received a grant from Google for up to \$10,000 per month in Google AdWords credits.
- Nonprofit Megaphone is the Library District's agency of record that works with Google to manage our monthly grant and helps us to optimize designated "keywords" that are selected from Library District and Foundation priorities promoted on LVCCLD.org.
- These monthly Google Grant campaigns help to increase our overall Google SEO and drives more qualified traffic to our website. When people conduct relevant searches on Google that incorporate our designated "keywords," the Google AdWords campaign entices them to click on Library District search results, thereby increasing the opportunity for discovery of our programs and services.
- The Google Studio Data Report updates in real-time for all our current Google Grant Google AdWords campaigns and can be viewed [HERE](#).
- Conversation tracking for priority Google AdWords campaigns (February 18 – March 18, 2022):
 - 111 successful eCard applications during this time from clicking on an ad
 - 94 people visited the website while conducting a search related to "Libby," which is the app from OverDrive that carries the Library District's digital collection

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- 87 people visited the website from searching for "tax prep help" from clicking on an ad
- 36 people came to LVCCLD.org landing pages from searching for information on "Black History Month" by clicking our ads
- 30 people called a branch directly from an ad
- February is historically a slower month (mainly because it is shorter), but our Google AdWords campaigns are trending up

Social Media Highlights





Top Social Media Posts February 2022

Facebook:

- ASL Interpreted Family Storytimes at West Charleston Library was our top performing Facebook post for the month with **521 organic impressions, 10 user engagements**, along with **1 share** which helps to increase the total reach of the post.



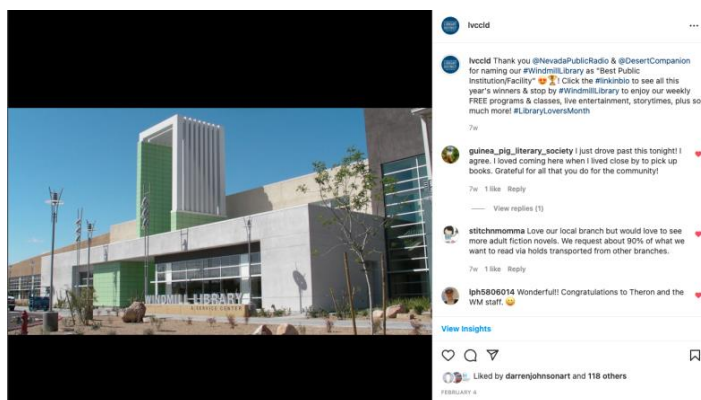
Twitter:

- The Library District's Website Content Committee staff list, which included popular cookbooks such as recipes shares by the K-pop band, BTS, was the top Tweet with **5,155 organic impressions, 158 user engagements, 5 Retweets, and 23 link clicks** back to the staff list on LVCCCLD.org.
- This shows the power of creating content that ties into trending topics & pop culture, which show Library District has its finger on the pulse of what people are talking about online.



- **Instagram:**

- The Library District's most popular post on Instagram in February was sharing that Windmill Library was named "Best Public Institution/Facility" by Desert Companion's Best of the City Awards 2022. This post generated **1,549 organic impressions & 132 total user engagements**, with many positive user comments.



Analytics for Web and Social Media – February 2022 + 30- Day Comparison + Year-Over-Year

LVCCLD Facebook

	Fans	Impressions	Post Engagements	Link Clicks
February 2022 Statistics	13,471	77,768	2,152	235

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% Gain from January	+1%	-20%	-1%	-13%
% Gain from February 2021	+6%	+19%	-12%	+60%
% Gain from February 2020	+14%	+6%	-34%	+19%

Notes: While our primary analytics decreased month-over-month, we are encouraged to see gains year-over-year in new fans, total impressions and link click back to LVCCLD.org. Facebook remains the most challenging social media platform to grow organically, but in March 2022 we started to work back in some virtual programming into our content calendar which should help increase our analytics as dynamic video content is prioritized by Facebook's algorithm.

LVCCLD Twitter

	Followers	User Engagements	Organic Impressions	Link Clicks
February 2022 Statistics	3,940	1,621	78,070	144
% Gain from January	+1%	-16%	-34%	-22%
% Gain from February 2021	+12%	-15%	-43%	-31%
% Gain from February 2020	+29%	+14%	-34%	+1%

Notes: Aside from total new followers, our main analytics dipped month over month. We are continuing to share links to priority landing pages on the website, along with sharing local and national resources, spotlighting the Library District's powerful partnerships, as well as timely staff lists created by the Library District's website content committee.

LVCCLD Instagram

	Follower s	User Engagem ent	Impress ions	Total Likes	Total Comments
February 2022 Statistics	4,983	1,914	64,291	1,658	152
% Gain from January	+1%	-29%	-2%	-17%	+25%
% Gain from February 2021	+27%	-25%	-6%	-28%	+8%
% Gain from February 2020	+81%	-3%	+12%	-9%	+103%

Notes: We continue to increase our total new followers, but the rest of our main analytics decreased month over month. With the return of virtual programming in March 2022, BAM is utilizing our IGTV feed again, which should help increase user engagement. BAM continues to post daily to IG Stories to help promote the weekly priority programs happening across the Library District, and also for sharing "real-time" coverage of designated priority events such as the Summerlin Library Chalk It Up! Art & Music Festival on Saturday, March 26.

YouTube

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
February 2022 Statistics	1,143	15,200	116.8 hrs	6 min 44 sec
% Gain from January	+2%	-8%	+173%	+145%
% Gain from February 2021	+22%	+1%	+508%	+375%
% Gain from February 2020	N/A	N/A	N/A	N/A

Notes: With added video content for the West Las Vegas Library Project, we saw a significant spike in viewership on our YouTube channel last month. And with the return of Virtual Programming in March, we are confident that our monthly analytics will continue in the months ahead as more video content is added as YouTube's algorithm prioritizes fresh and consistent content.

Website Analytics — External Users (Outside of the Library District)

	Unique Visitors	Homepage Views	Total User Sessions	Average User Session	Average Session Duration
February 2022 Statistics	58,736	80,043	184,626	2.49	4 min 04 sec
% Gain from January	-34%	-37%	-16%	+1%	No Change
% Gain from FY 20-21	N/A	N/A	N/A	N/A	N/A
% Gain from FY 19-20	N/A	N/A	N/A	N/A	N/A

Notes: Our main website analytics dipped from last month, which can be partially attributed to February bring a shorter month by three full days. We did see a slight uptick in the number of user sessions, and we are encouraged to see the average session time holding steady which means people are staying on LVCCLD.org.

Please note that BAM is unable to provide previous FY analytics as they reflect a system-wide security change to Google's provided analytics. This period also contains skewed data during the COVID-19 pandemic when the Library District was closed for extended periods of time and more residents were at home. BAM will be using the current FY reporting as the new website analytics baseline moving forward.

ITEM VII.A.2.b.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director
FROM: Matt McNally, Community Engagement Director
DATE: March 31, 2022
SUBJECT: Community Engagement Report, April 2022

This report provides an overview of District-wide Community Engagement initiatives including adult literacy services, art gallery services, outreach services, adult programming and venues services, and youth programming services. This report covers a one-month period of staff activity from **February 1, 2022 – February 28, 2022.**

POWERFUL PEOPLE

- Candice Joseph and Joyce Barrow-Henderson presented stories about their father and legendary boxer Joe Louis in the Living Library Legacy program, scheduled in conjunction with their gallery exhibit at West Las Vegas Library.
- Hosted a public reception at Sahara West Library for the exhibit *Obsidian and Neon*, which featured photos and narratives of influential Black Las Vegans.
- Claytee White of UNLV's Oral History Project presented *Oral History of West Las Vegas* as part of the Library District's Las Vegas Stories.
- Commissioner McCurdy II hosted an African American Teen Leadership Summit for 200 CCSD students.
- Youth Services Manager Shana Harrington promoted Library District Launchpad tablets on Fox 5 News during seven interviews.
- Adult Learning Program staff attended a 2-hour virtual workforce system training. State Adult Education Director Nancy Olsen provided information regarding WIOA Title II Adult Education.
- Participated in interviews for the Development Director position.
- Participated in a joint luncheon of the Library District board and the Library District Foundation board.
- Met with Chase Bank VP Community Manager Malika Lees to implement adult financial literacy programs at various libraries.
- Met with Library District administrators to propose an Adult Services Manager position. The position would provide programming support to library staff throughout the District.
- Attended the virtual ALA President & Treasurer Candidates Forum.
- Gathered Community Engagement staff and Branding & Marketing staff to discuss strategies of future program promotion.
- Strategized with Human Resources and Financial Services to convert Adult Learning Program contracted instructors to part-time per diem employees.

POWERFUL PLACES

- Attended art exhibit receptions celebrating Neon Museum artist-in-residence Gabriel Barcia-Colombo, *Representation Matters* at the Clark County Government Center, and *Grüüp* at Available Space Art Projects.
- Participated in the Black Mountain Institute's *Seeing/Seen: A Conversation with Natasha Tarpley and Erica Vital-Lazare*.
- Participated in the launch of the Child Care Services Center (CCSC), a centralized hub for licensing information, training, professional development, funding streams, and resources to support childcare providers throughout the valley.
- Participated in ongoing discussions with Workforce Connections to implement business services in the Mesquite One-Stop Career Center.
- Toured the Clark County Library to discuss relocation of One-Stop Career Center services. Moving services could give more prominence to the One-Stop Career Center, and help solve operational challenges between HSE testing, computer classes, and workforce development services occurring in the existing space.

POWERFUL PARTNERSHIPS

- Initiated a Summer Challenge partnership meeting which included representatives from CCSD, Vegas PBS, Get Outdoors Nevada, Three Square, and University of Nevada Reno (UNR) Extension.
- Coordinated with the Clark County Election Department to identify site locations for the upcoming primary and general elections. East Las Vegas, Enterprise, Laughlin, Rainbow, Sahara West, and Windmill libraries will serve as early voting sites. Laughlin, Rainbow, and Sahara West libraries will serve as Election Day polling locations.
- Free tax assistance programs launched in partnership with AARP at seven library branches. This program will run until tax day on April 18.
- In partnership with Broadway in the H.O.O.D. the Library District kicked off Black History month with a production of *A Color Purple*.
- Worked with the city of Las Vegas to expand the Library District's support of the NEA's *Big Read* initiative.
- Coordinated with Get Outdoors Nevada to distribute 300 pollinator kits to eight library branches. Library District staff reported that all available kits at two locations were distributed in less than 48 hours.
- Met with Desert Research Institute partners to discuss the success of the NASA-themed *HOLA* STEM kits for their upcoming presentation at Public Libraries Association.
- Hosted a community partner meeting to discuss Summer Challenge 2022 expectations.
- Created a Family, Friends, and Neighbor (FFN) business development workshop with Las Vegas Urban League. The program laid the foundation for a new District partnership with Ward 3 Councilwoman Olivia Diaz, Consul Titular Julian Escutia Rodriguez, The Wonderschool, and The Nevada Department of Human Health and Services to collectively design a small business symposium and information resource event. The symposium will be delivered in Spanish for the Latino community.
- Planning continued with the Department of Education Office of Early Learning (DOE/OEL), Nevada Association for the Education of Young Children (NevAEYC), Las Vegas Urban League, and UNR Extension for *Work Hard, Play*

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Hard, an employment resource and family fun event at the East Las Vegas Library in April.

- Collaborated with Windmill Library adult services staff to host a weekly Spanish discussion group for the public and a language learning professional development workshop for staff.
- Promoted library services and the Adult Learning Program to CCSD's Global Community High School.
- Met with staff to initiate a partnership with Nevada Homeless Alliance and Nevada Partnership for Homeless Youth to implement a cell phone distribution program.
- Met with CSN staff to discuss the implementation of an Adult Life Skills college class at the East Las Vegas Library.
- Engaged the city of Las Vegas to provide a more involved partnership commitment with the *NEA Big Read* event.
- Developed a hospital partnership proposal plan to engage CCSD.
- Held discussions with Three Square Food Bank to implement senior meal services at the Clark County Library.

POWERFUL PLATFORMS

- Continued the development of *Practical Applications of Focus and Self Control*. This short video series on executive function of the brain will be distributed to community partners and launched on the Library District's *Ready for K* webpage when completed.
- Consulted with legal counsel to develop a Talent Release Form and Media Content License and Release Form in preparation for the return of virtual program offerings.
- Met with various staff to discuss FY 22-23 proposed budgets.

HIGHLIGHTED EVENTS

Obsidian and Neon Exhibit Reception
Sahara West



Artist Lee Lanier and 13 KTNV News
Sahara West



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Living Library Legacy
West Las Vegas



Build Your Business, Leveling UP!
East Las Vegas



Kemet in the Desert
West Las Vegas



Supreme Diva; A Tribute to Diana Ross
Summerlin



Las Vegas Stories with Claytee White
Clark County



UNLV Jazz
Clark County



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The Color Purple
West Las Vegas



Tutoring
Spring Valley



Outreach Event
Springs Preserve



DIY Rockets and the Hidden Figures of NASA
Spring Valley



Kiss in a Box craft
Clark County



COMING HIGHLIGHT EVENTS IN APRIL

<i>STEAM Month</i>	District-Wide	1 - 30
<i>7th Annual NATIVE SON Community Spelling Bee</i>	West Las Vegas	2
<i>UNLV Chamber Orchestra in Concert</i>	Clark County	5
<i>By Golly, W.O.W.! (Comedy Stage Play)</i>	West Las Vegas	9-10
<i>Spirit of the Land Exhibit Reception</i>	Laughlin	10
<i>A Journey Through The Great American Songbook</i>	Summerlin	12
<i>Ken Kline: Still Life Exhibit Reception</i>	West Charleston	17
<i>UNLV Jazz Concert Series: The Contemporary Jazz Ensemble</i>	Clark County	13
<i>Career 101 Workshop</i>	Clark County	22
<i>Author Visit and Workshop with Author Nikesha Elise Williams</i>	West Las Vegas	23
<i>Second Annual Mystic Fair</i>	Windmill	23
<i>STEAM Carnival</i>	Sahara West	23
<i>Voices of Women: SHERO's: Women Who Saved The Day</i>	West Las Vegas	24
<i>A Promise to Our Fathers - A Film About Surviving The Holocaust</i>	West Charleston	28
<i>Quattrosound in Concert!</i>	West Las Vegas, West Charleston	30
<i>El día de los niños, el día de los libros</i>	East Las Vegas	30

COMING HIGHLIGHT EVENTS IN MAY

<i>Hangeul Enlightens the World</i>	Sahara West	1
<i>Science is Everywhere Day</i>	Clark County, East Las Vegas, Sahara West, West Las Vegas Whitney	1
<i>Las Vegas Kaminari Taiko Concert</i>	Windmill	1

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<i>UNLV Chamber Orchestra in Concert</i>	Clark County	3
<i>Career Online High School Graduation</i>	Clark County	4
<i>Jarabe Mexicano</i>	West Las Vegas, East Las Vegas, West Charleston	7-8
<i>Las Vegas Science Festival</i>	World Market Center	7
<i>Loving Books through Art</i>	Clark County	10
<i>Turning Books Into Art with Award Winning Art</i>	Summerlin	11
<i>Folias Duo</i>	West Charleston, Mount Charleston, Clark County	13-15
<i>Jennifer Singer: International Vocalist</i>	Clark County, West Charleston	13-14
<i>Summer Challenge</i>	District-Wide (begins)	15
<i>Shimmy Mob and World Belly Dance Day</i>	Summerlin	14
<i>A Very Special Afternoon with Karla Bonoff</i>	Summerlin	15
<i>Las Vegas Kaminari Taiko Concert</i>	Summerlin	21
<i>Summer Challenge Kickoff</i>	East Las Vegas	21
<i>Summer Challenge Kickoffs</i>	Enterprise, Rainbow, Sahara West, Summerlin, West Charleston, Windmill	15-30

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Monthly Statistics
Year over Year
February 2020/ February 2022*

		Youth Services Programs				2020	2022			Youth Services Attendance				2020	2022		
	Library	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	52	33	-19	-37%	342	215	-127	-37%	1,545	796	-749	-48%	10,094	6,230	-3,864	-38%
	Clark County	63	88	25	40%	498	639	141	28%	2,715	1,145	-1,570	-58%	22,706	11,106	-11,600	-51%
	Clark County BBTTC	151	132	-19	-13%	1,291	898	-393	-30%	2,144	1,735	-409	-19%	19,367	11,915	-7,452	-38%
	Enterprise	66	57	-9	-14%	382	436	54	14%	1,133	695	-438	-39%	6,297	4,711	-1,586	-25%
	East Las Vegas	51	91	40	78%	328	454	126	38%	651	517	-134	-21%	5,372	5,786	414	8%
	Meadows	0	5	5	N/A	4	61	57	1425%	0	117	117	N/A	110	560	450	409%
	Rainbow	70	53	-17	-24%	498	469	-29	-6%	2,504	1,674	-830	-33%	18,253	10,030	-8,223	-45%
	Sahara West	79	31	-48	-61%	493	234	-259	-53%	2,511	1,167	-1,344	-54%	14,307	7,752	-6,555	-46%
	Spring Valley	67	123	56	84%	607	1,115	508	84%	2,349	5,014	2,665	113%	17,792	34,350	16,558	93%
	Summerlin	54	37	-17	-31%	350	463	113	32%	2,305	1,167	-1,138	-49%	16,634	13,032	-3,602	-22%
	Sunrise	49	54	5	10%	408	434	26	6%	1,154	954	-200	-17%	7,962	6,502	-1,460	-18%
	West Charleston	35	60	25	71%	228	442	214	94%	474	781	307	65%	3,518	5,590	2,072	59%
	West Las Vegas	47	68	21	45%	343	483	140	41%	468	1,011	543	116%	3,610	5,399	1,789	50%
	Whitney	89	91	2	2%	659	634	-25	-4%	2,827	1,517	-1,310	-46%	24,072	11,282	-12,790	-53%
	Windmill	48	28	-20	-42%	309	161	-148	-48%	2,372	788	-1,584	-67%	12,369	4,512	-7,857	-64%
Urban Totals	921	951	30	3%	6,740	7,138	398	6%	25,152	19,078	-6,074	-24%	182,463	138,757	-43,706	-24%	
Outlying Branches	Blue Diamond	2	3	1	50%	33	42	9	27%	6	17	11	183%	153	284	131	86%
	Bunkerville	1	4	3	300%	9	14	5	56%	10	47	37	370%	111	253	142	128%
	Goodsprings	0	3	3	N/A	2	54	52	2600%	0	9	9	N/A	19	195	176	926%
	Indian Springs	30	22	-8	-27%	260	214	-46	-18%	131	349	218	166%	1,482	1,982	500	34%
	Laughlin	24	8	-16	-67%	151	107	-44	-29%	345	167	-178	-52%	2,755	1,710	-1,045	-38%
	Mesquite	58	40	-18	-31%	453	560	107	24%	948	386	-562	-59%	8,262	6,515	-1,747	-21%
	Moapa Town	19	9	-10	-53%	140	111	-29	-21%	156	29	-127	-81%	1,180	525	-655	-56%
	Moapa Valley	28	21	-7	-25%	188	196	8	4%	441	246	-195	-44%	3,048	2,685	-363	-12%
	Mt. Charleston	0	5	5	N/A	0	49	49	N/A	0	39	39	N/A	0	310	310	N/A
	Sandy Valley	2	2	0	0%	26	18	-8	-31%	7	5	-2	-29%	149	121	-28	-19%
	Searchlight	26	21	-5	-19%	210	132	-78	-37%	243	149	-94	-39%	2,026	684	-1,342	-66%
	Outlying Totals	190	138	-52	-27%	1,472	1,497	25	2%	2,287	1,443	-844	-37%	19,185	15,264	-3,921	-20%
	Outreach	Outreach-Branch	26	27	1	4%	170	147	-23	-14%	1,914	1,032	-882	-46%	15,524	14,877	-647
Outreach-Department		77	56	-21	-27%	646	352	-294	-46%	2,526	3,555	1,029	41%	26,811	21,175	-5,636	-21%
Outreach-PVS		2	0	-2	-100%	30	0	-30	-100%	7	0	-7	-100%	1,550	0	-1,550	-100%
Outreach-YS Admin.		1	0	-1	-100%	15	0	-15	-100%	52	0	-52	-100%	1,436	0	-1,436	-100%
Outreach-Literacy		0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Gallery Services		0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
Outreach Totals		106	83	-23	-22%	861	499	-362	-42%	4,499	4,587	88	2%	45,321	36,052	-9,269	-20%
Grand Totals		1,217	1,172	-45	-4%	9,073	9,134	61	1%	31,938	25,108	-6,830	-21%	246,969	190,073	-56,896	-23%

*Due to the pandemic District Branches were closed beginning March 16th thru June 3rd.

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Las Vegas-Clark County Library District

Monthly Statistics
Year over Year
February 2020/ February 2022

		Adult Programs				2020	2022			Adult Attendance				2020	2022		
	Library	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%	2020	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	29	30	1	3%	231	178	-53	-23%	633	375	-258	-41%	3,988	3,343	-645	-16%
	Clark County	456	184	-272	-60%	1,687	1,189	-498	-30%	7,308	3,613	-3,695	-51%	50,296	30,964	-19,332	-38%
	Enterprise	129	63	-66	-51%	419	426	7	2%	2,730	1,817	-913	-33%	9,684	16,776	7,092	73%
	East Las Vegas	50	150	100	200%	753	1,019	266	35%	2,057	1,180	-877	-43%	16,528	8,891	-7,637	-46%
	Meadows	0	0	0	N/A	0	1	1	N/A	0	0	0	N/A	0	5	5	N/A
	Rainbow	68	65	-3	-4%	371	353	-18	-5%	1,325	847	-478	-36%	6,448	5,647	-801	-12%
	Sahara West	121	93	-28	-23%	832	536	-296	-36%	4,747	2,051	-2,696	-57%	20,200	17,231	-2,969	-15%
	Spring Valley	55	63	8	15%	322	298	-24	-7%	736	619	-117	-16%	4,106	3,832	-274	-7%
	Summerlin	48	27	-21	-44%	376	240	-136	-36%	3,140	911	-2,229	-71%	30,025	15,891	-14,134	-47%
	Sunrise	45	59	14	31%	326	255	-71	-22%	2,026	693	-1,333	-66%	9,525	5,813	-3,712	-39%
	West Charleston	55	42	-13	-24%	416	255	-161	-39%	1,318	678	-640	-49%	8,862	4,578	-4,284	-48%
	West Las Vegas	60	86	26	43%	434	395	-39	-9%	3,906	3,923	17	0%	16,935	13,880	-3,055	-18%
	Whitney	63	54	-9	-14%	459	400	-59	-13%	1,505	780	-725	-48%	11,525	7,637	-3,888	-34%
	Windmill	73	78	5	7%	479	466	-13	-3%	3,587	2,995	-592	-17%	24,450	21,381	-3,069	-13%
	Urban Totals	1,252	994	-258	-21%	7,105	6,011	-1,094	-15%	35,018	20,482	-14,536	-42%	212,572	155,869	-56,703	-27%
Outlying Branches	Blue Diamond	3	2	-1	-33%	18	12	-6	-33%	33	24	-9	-27%	231	148	-83	-36%
	Bunkerville	0	0	0	N/A	1	2	1	100%	0	0	0	N/A	29	12	-17	-59%
	Goodsprings	1	0	-1	-100%	65	23	-42	-65%	29	0	-29	-100%	146	68	-78	-53%
	Indian Springs	2	8	6	300%	16	72	56	350%	9	149	140	1556%	73	1,216	1,143	1566%
	Laughlin	36	34	-2	-6%	217	201	-16	-7%	808	379	-429	-53%	3,372	2,197	-1,175	-35%
	Mesquite	41	125	84	205%	335	720	385	115%	598	490	-108	-18%	3,039	4,497	1,458	48%
	Moapa Town	0	1	1	N/A	3	19	16	533%	0	8	8	N/A	20	71	51	255%
	Moapa Valley	24	10	-14	-58%	179	68	-111	-62%	158	77	-81	-51%	723	374	-349	-48%
	Mt. Charleston	2	6	4	200%	23	40	17	74%	37	75	38	103%	431	335	-96	-22%
	Sandy Valley	2	9	7	350%	10	16	6	60%	12	19	7	58%	47	196	149	317%
	Searchlight	3	4	1	33%	20	21	1	5%	26	42	16	62%	154	162	8	5%
	Outlying Totals	114	199	85	75%	887	1,194	307	35%	1,710	1,263	-447	-26%	8,265	9,276	1,011	12%
Outreach	Outreach-Branch	8	40	32	400%	63	144	81	129%	95	361	266	280%	2,099	3,404	1,305	62%
	Outreach-Department	27	10	-17	-63%	231	59	-172	-74%	1,211	176	-1,035	-85%	3,793	1,248	-2,545	-67%
	Outreach-PVS	0	0	0	N/A	14	0	-14	-100%	0	0	0	N/A	873	0	-873	-100%
	Outreach-YS Admin.	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach-Literacy	0	0	0	N/A	1	3	2	200%	0	0	0	N/A	300	1,200	900	300%
	Outreach-Gallery Services	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach Totals	35	50	15	43%	309	206	-103	-33%	1,306	537	-769	-59%	7,065	5,852	-1,213	-17%
Grand Totals		1,401	1,243	-158	-11%	8,301	7,411	-890	-11%	38,034	22,282	-15,752	-41%	227,902	170,997	-56,905	-25%

Monthly Statistics
Year over Year
February 2021/ February 2022*

		Youth Services Programs				2021	2022			Youth Services Attendance				2021	2022		
Library		2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	13	33	20	154%	100	215	115	115%	1,252	796	-456	-36%	8,324	6,230	-2,094	-25%
	Clark County	25	88	63	252%	102	639	537	526%	457	1,145	688	151%	2,356	11,106	8,750	371%
	Clark County BBTTC	89	132	43	48%	780	898	118	15%	803	1,735	932	116%	8,462	11,915	3,453	41%
	Enterprise	28	57	29	104%	292	436	144	49%	585	695	110	19%	5,865	4,711	-1,154	-20%
	East Las Vegas	12	91	79	658%	85	454	369	434%	301	517	216	72%	2,216	5,786	3,570	161%
	Meadows	24	5	-19	-79%	54	61	7	13%	193	117	-76	-39%	415	560	145	35%
	Rainbow	23	53	30	130%	163	469	306	188%	523	1,674	1,151	220%	3,746	10,030	6,284	168%
	Sahara West	36	31	-5	-14%	250	234	-16	-6%	418	1,167	749	179%	4,017	7,752	3,735	93%
	Spring Valley	84	123	39	46%	582	1,115	533	92%	1,765	5,014	3,249	184%	14,149	34,350	20,201	143%
	Summerlin	58	37	-21	-36%	403	463	60	15%	1,490	1,167	-323	-22%	11,919	13,032	1,113	9%
	Sunrise	52	54	2	4%	387	434	47	12%	721	954	233	32%	5,220	6,502	1,282	25%
	West Charleston	15	60	45	300%	119	442	323	271%	189	781	592	313%	1,797	5,590	3,793	211%
	West Las Vegas	40	68	28	70%	230	483	253	110%	339	1,011	672	198%	2,684	5,399	2,715	101%
	Whitney	19	91	72	379%	297	634	337	113%	562	1,517	955	170%	6,761	11,282	4,521	67%
	Windmill	9	28	19	211%	69	161	92	133%	611	788	177	29%	3,362	4,512	1,150	34%
Urban Totals		527	951	424	80%	3,913	7,138	3,225	82%	10,209	19,078	8,869	87%	81,293	138,757	57,464	71%
Outlying Branches	Blue Diamond	2	3	1	50%	8	42	34	425%	10	17	7	70%	24	284	260	1083%
	Bunkerville	2	4	2	100%	13	14	1	8%	10	47	37	370%	40	253	213	533%
	Goodsprings	0	3	3	N/A	0	54	54	N/A	0	9	9	N/A	0	195	195	N/A
	Indian Springs	20	22	2	10%	100	214	114	114%	171	349	178	104%	387	1,982	1,595	412%
	Laughlin	26	8	-18	-69%	92	107	15	16%	293	167	-126	-43%	1,488	1,710	222	15%
	Mesquite	44	40	-4	-9%	256	560	304	119%	366	386	20	5%	3,246	6,515	3,269	101%
	Moapa Town	9	9	0	0%	55	111	56	102%	31	29	-2	-6%	118	525	407	345%
	Moapa Valley	0	21	21	N/A	0	196	196	N/A	0	246	246	N/A	0	2,685	2,685	N/A
	Mt. Charleston	4	5	1	25%	7	49	42	600%	18	39	21	117%	36	310	274	761%
	Sandy Valley	0	2	2	N/A	0	18	18	N/A	0	5	5	N/A	0	121	121	N/A
	Searchlight	22	21	-1	-5%	115	132	17	15%	296	149	-147	-50%	1,409	684	-725	-51%
	Outlying Totals	129	138	9	7%	646	1,497	851	132%	1,195	1,443	248	21%	6,748	15,264	8,516	126%
Outreach	Outreach-Branch	2	27	25	1250%	9	147	138	1533%	53	1,032	979	1847%	1,094	14,877	13,783	1260%
	Outreach-Department	59	56	-3	-5%	298	352	54	18%	680	3,555	2,875	423%	8,734	21,175	12,441	142%
	Outreach-PVS	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach-YS Admin.	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach-Literacy	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Gallery Services	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach Totals	61	83	22	36%	307	499	192	63%	733	4,587	3,854	526%	9,828	36,052	26,224	267%
Grand Totals		717	1,172	455	63%	4,866	9,134	4,268	88%	12,137	25,108	12,971	107%	97,869	190,073	92,204	94%

*Due to the pandemic District Branches were closed beginning March 16th thru June 3rd.

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Las Vegas-Clark County Library District

Monthly Statistics
Year over Year
February 2021/ February 2022

		Adult Programs				2021	2022			Adult Attendance				2021	2022		
	Library	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	10	30	20	200%	88	178	90	102%	123	375	252	205%	1,260	3,343	2,083	165%
	Clark County	155	184	29	19%	812	1,189	377	46%	1,009	3,613	2,604	258%	6,372	30,964	24,592	386%
	Enterprise	10	63	53	530%	76	426	350	461%	205	1,817	1,612	786%	1,108	16,776	15,668	1414%
	East Las Vegas	146	150	4	3%	936	1,019	83	9%	886	1,180	294	33%	4,527	8,891	4,364	96%
	Meadows	0	0	0	N/A	0	1	1	N/A	0	0	0	N/A	0	5	5	N/A
	Rainbow	21	65	44	210%	122	353	231	189%	244	847	603	247%	2,047	5,647	3,600	176%
	Sahara West	25	93	68	272%	149	536	387	260%	288	2,051	1,763	612%	4,305	17,231	12,926	300%
	Spring Valley	42	63	21	50%	196	298	102	52%	461	619	158	34%	2,453	3,832	1,379	56%
	Summerlin	20	27	7	35%	138	240	102	74%	279	911	632	227%	2,678	15,891	13,213	493%
	Sunrise	10	59	49	490%	79	255	176	223%	142	693	551	388%	1,099	5,813	4,714	429%
	West Charleston	31	42	11	35%	130	255	125	96%	245	678	433	177%	1,166	4,578	3,412	293%
	West Las Vegas	24	86	62	258%	150	395	245	163%	490	3,923	3,433	701%	2,938	13,880	10,942	372%
	Whitney	33	54	21	64%	155	400	245	158%	240	780	540	225%	1,199	7,637	6,438	537%
	Windmill	54	78	24	44%	326	466	140	43%	1,429	2,995	1,566	110%	6,662	21,381	14,719	221%
	Urban Totals	581	994	413	71%	3,357	6,011	2,654	79%	6,041	20,482	14,441	239%	37,814	155,869	118,055	312%
Outlying Branches	Blue Diamond	0	2	2	N/A	0	12	12	N/A	0	24	24	N/A	0	148	148	N/A
	Bunkerville	0	0	0	N/A	0	2	2	N/A	0	0	0	N/A	0	12	12	N/A
	Goodsprings	0	0	0	N/A	23	23	0	0%	0	0	0	N/A	41	68	27	66%
	Indian Springs	0	8	8	N/A	0	72	72	N/A	0	149	149	N/A	0	1,216	1,216	N/A
	Laughlin	19	34	15	79%	119	201	82	69%	272	379	107	39%	4,935	2,197	-2,738	-55%
	Mesquite	44	125	81	184%	282	720	438	155%	299	490	191	64%	2,178	4,497	2,319	106%
	Moapa Town	2	1	-1	-50%	4	19	15	375%	37	8	-29	-78%	43	71	28	65%
	Moapa Valley	0	10	10	N/A	0	68	68	N/A	0	77	77	N/A	0	374	374	N/A
	Mt. Charleston	1	6	5	500%	3	40	37	1233%	1	75	74	7400%	9	335	326	3622%
	Sandy Valley	0	9	9	N/A	0	16	16	N/A	0	19	19	N/A	0	196	196	N/A
	Searchlight	2	4	2	100%	9	21	12	133%	12	42	30	250%	54	162	108	200%
	Outlying Totals	68	199	131	193%	440	1,194	754	171%	621	1,263	642	103%	7,260	9,276	2,016	28%
Outreach	Outreach-Branch	1	40	39	3900%	5	144	139	2780%	22	361	339	1541%	124	3,404	3,280	2645%
	Outreach-Department	10	10	0	0%	89	59	-30	-34%	241	176	-65	-27%	3,331	1,248	-2,083	-63%
	Outreach-PVS	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach-YS Admin.	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach-Literacy	0	0	0	N/A	0	3	3	N/A	0	0	0	N/A	0	1,200	1,200	N/A
	Outreach-Gallery Services	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Outreach Totals	11	50	39	355%	94	206	112	119%	263	537	274	104%	3,455	5,852	2,397	69%
	Grand Totals	660	1,243	583	88%	3,891	7,411	3,520	90%	6,925	22,282	15,357	222%	48,529	170,997	122,468	252%



ITEM VII.A.2.c.

MEMORANDUM

TO: LVCCLD Board of Trustees through Kelvin Watson, Executive Director
FROM: JoAnn Prevetti, Director of Development
DATE: March 31, 2022
SUBJECT: Development and Planning Department Report, April 2022

Development and Planning Department Powerful Plays in March 2022

POWERFUL PEOPLE

- **Bobi Oates** – Air Force Association (Nellis AFB), regarding STEM partnership with Nellis.
- **Chris Way** – General Manager – Channel 13 Las Vegas, re: in-kind philanthropic marketing.
- **Christian Jones** – Senator Jacky Rosen’s office. Working on a meeting with the Senator to discuss all things library.
- **Denise Tanata** – CEO – The Children’s Cabinet, regarding in-kind space at the center and grant funding for library programs. The Children’s Cabinet distributes grants in excess of one million dollars depending on the programs.
- **District Attorney, Steve Wolfson.** Setting up a meeting to discuss the library and the “Hope for Prisoners” program.
- **Dr. Barbara Atkinson** – Founding Dean – UNLV School of Medicine – potential donor.
- **Jason DiOro** – VP of Community Relations – United Way, regarding becoming a funded collaborates with the United Way and brining library staff to the strip during their payroll deduction campaign.
- **Javier Rivera-Rojas** – Commissioner Tick Segerblom’s office
- **Jeff Cooper**, Engelstad Foundation, re: our recent grant submission to the Engelstad foundation.

Development and Planning Office Report
February 22, 2022
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- **Kianna Shelmon** – Congresswoman Lee’s Office, re: library grant funding.
- **Lindy Schmacher** – Fulfillment Foundation, to learn more about their grant funding opportunities.
- **Michelle Sanders** – Rogers Foundation, to discuss potential funding.
- **Sheriff Lombardo** - to discuss “Hope for Prisoners” program and all things library.
- **Stephanie Anderson** – Clark County Bar Association, re: in-kind philanthropy marketing.
- **Wanda Blair** – LVRJ – regarding in-kind philanthropy marketing.

POWERFUL PLACES

- **Hope for Prisoners** – Grand Opening – Attended and discussed the library with potential donors and elected officials.
- **Wynn Resorts Charitable Giving** – Attended meeting re: obtaining grant funding from the Wynn.

POWERFUL PARTNERSHIPS

- **Sunrise Hospital Leadership** – re: Anywhere Library. Secured, with library leadership, Sunrise Hospital as our second Anytime Library location, the pilot program will be at Windmill Library
- Received \$200,000 from **IMLS ARP** funds to purchase 383 mobile phones for distribution to low-income and homeless individuals in partnership with the Nevada Homeless Alliance and the Nevada Partnership for Homeless Youth.
- Received \$40,000 donation from a local trust attorney on behalf of his clients.
- Received \$125,000 from **Windsong Trust** to fund Teacher in Libraries
- **FEMA** approved grant funds of \$197,846 for COVID expenses
- Awarded \$74,960 from **Institute of Museum and Library Services (IMLS)** for Early Childhood Education programs. The project, “Libraries as Partners in the Child Care Sector Development engages multiple organizations to work together to build inclusive local systems of support for home child care providers. The **Las Vegas-Clark County Library District, DISCOVERY Children’s Museum**, and the **Las Vegas Urban League** will pool and align resources in new ways to build robust and inclusive outreach services that raise the quality child development services, expand family access to literacy and technology resources, and build a systemic network of strong and symbiotic relationships that can be sustained over time.

Development and Planning Office Report
February 22, 2022
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POWERFUL PLATFORMS

To date, the following activities have been accomplished for the Early Childhood/FFN project:

- Library District Outreach team worked with Las Vegas Urban League to identify 25 FFN's to participate in the project.
- LVCCLD Outreach team has been conducting monthly home visits, virtual storytimes, and library branch story times.
- LVCCLD Outreach team has been conducting FFN trainings at library branches in partnership with the Urban League.
- LVCCD Outreach team is delivering books, DVDs, CDs DISCOVERY Museum passes, games, and age-appropriate learning toys to FFN's homes monthly, along with instructions on how best to use the resources.
- Monthly meetings are being held with the Advisory Team.
- Library staff has selected and held multiple planning meetings with a contracted video production team.
- DISCOVERY Museum staff has joined the project and is offering STEAM workshops in conjunction with story times.
- Hosted Business Development Workshop for Early Childhood Care Providers on March 16 @EV for 30 Family, Friend and Neighbor caregivers

Panelists included:

- Division of Welfare and Supportive Services (DWSS)
- Wonderschool
- Child Care Licensing
- Children's Cabinet
- Las Vegas Urban League Entrepreneurship Center
- Child Care Services Center
- Las Vegas Clark County Library District (LVCCLD)
- UNR Extension Child Care Provider Training (training & CDA)
- NV Silver Stars Quality Rating Improvement System (QRIS)

Foundation provided support for the following programs:

- Summerlin Chalk Festival
- Windmill Mystic Fair
- District-Wide Customer Appreciation Day

Development and Planning Office Report
February 22, 2022
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- The bookstores reported sales of \$219,382 through February 28, 2022.
- The Foundation has total revenues of \$505,757 and expenses of \$457,757 through February 28, 2022.
- Volunteers donated 14,261 hours of time.

GRANT SUBMISSIONS:

- MGM Resorts Foundation \$80,000 for Teachers in Libraries
- IMLS LSTA \$75,000 for Anytime Library at Sunrise Hospital
- Engelstad and Agassi Foundations "Big Idea Challenge" for \$100,000



ITEM VII.A.2.d.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Albert G. Prendergast, Chief Information Officer

DATE: March 31, 2022

SUBJECT: Information Technology Report, April 2022

The Information Technology Division, comprised of the following departments-- Access Services (**AS**) Collection and Bibliographic Services (**CBS**) and the Information Technology (**IT**) Department, is pleased to share the following updates for March.

POWERFUL PEOPLE

- Distribution Center (DC) and AS staff provided two Sierra training classes to help improve staff's proficiency with using the system.
- IT division staff created the monthly edition of the *Primary Sources* eNewsletter to keep staff informed about what's happening in AS, CBS, DC, and Electronic Resources (ER).
- One IT department staff attended a weeklong virtual class on Red Hat administration and three IT staff attended a two-week class on administering Microsoft 365.
- Several staff members from AS and CBS attended the annual Public Library Association Conference in Portland, OR to network with peers, meet with vendors, preview new solutions, and attend workshops.

POWERFUL PLACES

- IT department staff completed the migration of data services for the outlying branches to Cox Communications with the completion of the final location, the Bunkerville Library.
- IT department staff worked with our Facilities department to complete the replacement of three digital advertising monitors at the Centennial Hills Library and one monitor at the Mesquite Library. The monitors were configured to use a solution created by the District's web designer.
- IT department staff continues to work on the project to migrate the District's mobile hotspots from Sprint to Verizon Wireless to provide improved connectivity for our customers at the outlying branches. Over 200 of the more than 900 mobile hotspots have been migrated.

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Page 2

- AS and CBS staff continue to work with Library Operations to develop a Deposit Collection model for senior outreach facilities. This dedicated collection will allow seniors to browse, read, and return items to the shelves at senior centers.

POWERFUL PARTNERSHIPS

- ER staff supported K-12 students who needed access to Online Resources for school by creating eCards, Treehouse, and IXL accounts and responded to 575 e-mails to the ASK account in February.
- AS staff prepared Quick Start library cards for outreach visits to local schools and worked with Branding and Marketing to create a School Visit library card application to be emailed to teachers for sharing with parents.
- The District entered into a Reciprocal Lending Agreement for our OverDrive collection with the Henderson District Public Library (HDPL) at the end of 2021. In February, HDPL customers checked out 1,456 items from our collection while LVCCLD customers checked out 521 items from the HDPL.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 7% of our Overdrive circulation with 13,688 checkouts and 766 new IDC user accounts were created in February.
- CBS staff continue to order materials to support Axis 360 as more Clark County School District schools opt-in to the Community Share Program.
- IT department staff continues to work with the Development Office and Community Engagement on the new Customer Smartphone Lending Program which will launch on April 21.
- IT department staff continue to work with the Clark County Election Department to prepare several branches for on-site voting, including the Clark County, East Las Vegas, Enterprise, Laughlin, Sahara West, Sunrise, West Charleston, Whitney, and Windmill libraries.

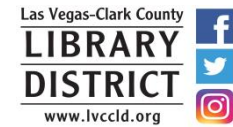
POWERFUL PLATFORMS

- CBS staff added 1,874 titles with 9,462 new items to the collection and withdrew 10,163 items from the library catalog in February. The withdrawn items will either be resold or discarded.
- CBS staff submitted a large order for toy materials, including 220 American Girl dolls and made materials from The 1619 Project available on OverDrive for a limited time to further increase the diversity of our collection.
- IT division staff completed the migration to a new mobile device printing solution which improves the mobile printing experience for our customers. Branch staff were trained on how to assist customers and printed promotional materials and the website were updated.
- IT division staff worked with General Services staff to purchase one pilot Anytime Library kiosk. The Anytime Library will allow customers to checkout items and pickup Holds from remote locations.
- IT department staff worked with our Facilities department, branch staff, and vendor to complete the replacement end-of-life sorters at the Clark County and Enterprise libraries.
- IT department staff implemented two cybersecurity changes to help protect the District's network by strengthening our password requirements and helping staff to more easily identifying potential cyberthreats through e-mails.

Of the \$1,585,00 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY22, \$1,077,346.44 was expended:

- Miscellaneous computers - \$27,266.13
- Webex subscription - \$12,240
- Clark County Library sorter - \$147,492.94
- Enterprise Library sorter - \$138,805.88
- Sahara West Library sorter - \$148,369.41
- West Las Vegas Library sorter - \$89,280
- Replacement LDS for Laughlin Library - \$1,552.95
- Miscellaneous data cable installation - \$7,318
- LDS Translation Services subscription - \$4,785
- Spring Valley and Sunrise libraries security gates - \$28,626.16
- Network threat defense solution - \$25,711
- Computer end-point protection subscription - \$27,620
- Self-check Replacement Project - \$124,058
- zSpace learning systems- \$75,408.64
- New mobile device printing solution - \$10,875
- Microsoft 365 Licenses - \$36,996
- Consulting services for Microsoft 365 migration - \$28,336
- Cybersecurity assessment and training - \$5,617.50
- Virtual hosts for ILS migration - \$136,987.83.

FY 2020-2021 ELECTRONIC RESOURCES STATISTICS
February 2022



Customer Support	Feb-21	Feb-22	% Change	FY20-21	FY21-22	% Change
Number of Phone Calls to Electronic Resources	107	156	45.79%	1212	1,013	-16.42%
Length of Calls in Hours, Minutes, and Seconds	13:18:15	14:59:00	12.62%	134:10:10	104:39:26	-22.00%
Number of emails to ask@lvccld.org	671	575	-14.31%	8,100	5,177	-36.09%
Number of Classes	0	0		0	0	
Number of Attendees	0	0		0	0	

**Top Online Resource From Each
Category Based on Retrievals**

Online Resource Category	Top Resource	Sessions	Retrievals
Business and Careers	Reference Solutions	371	6,163
Health and Wellness	Health Source- Nursing	16	156
Homework Help	IXL	124	35,989
Limitless Learning	LinkedIn Learning	150	4,356
A-Z Resources (All Others)	Newsbank- LVRJ	2,106	33,271

Downloadables and Streaming Circulation	Feb-21	Feb-22	% Change	FY20-21	FY21-22	% Change
eBooks	126,247	115,205	-8.75%	1,078,735	989,452	-8.28%
Audiobooks	82,649	88,379	6.93%	661,034	730,485	10.51%
Magazines	12,247	8,227	-32.82%	89,680	68,807	-23.27%
Movies and TV	12,181	10,077	-17.27%	109,348	90,473	-17.26%
Music	25,168	19,546	-22.34%	211,397	161,785	-23.47%
Total	258,492	241,434	-6.60%	2,150,194	2,041,002	-5.08%

Online Resources Usage by Category	Feb-21		Feb-22		% Change		FY20-21		FY21-22		% Change	
	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals
Business and Careers	678	10,202	576	10,192	-15.04%	-0.10%	6,497	149,819	4,483	88,171	-31.00%	-41.15%
Health and Wellness	394	760	423	434	7.36%	-42.89%	4,339	12,409	3,918	2,447	-9.70%	-80.28%
Homework Help	644	67,467	426	41,586	-33.85%	-38.36%	5,677	472,126	3,785	364,126	-33.33%	-22.88%
Online Learning	2,691	6,411	1,459	5,470	-45.78%	-14.68%	24,853	55,755	11,582	45,675	-53.40%	-18.08%
A-Z Resources (All Others)	18,384	70,339	12,192	72,340	-33.68%	2.84%	159,874	606,654	136,482	574,404	-14.63%	-5.32%

Retrievals: the number of full-content units or descriptive records examined, downloaded, or otherwise supplied to customers from electronic collections

Sessions: the number of times an electronic resource is accessed

ITEM VII.A.3.a.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Floresto Cabias, Chief Financial Officer

DATE: March 31, 2022

SUBJECT: Financial Services Report, April 2022

This report summarizes the Financial Services Department's activities and accomplishments in the month of March 2022.

Administration

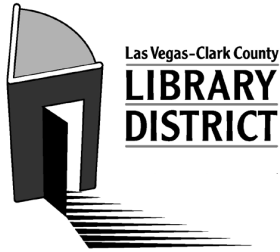
- Gathered, updated, and prepared information for the Fiscal Year 2023 Tentative Budget
- Prepared the Finance and Audit Committee agenda and related documents regarding the Tentative Budget
- Submitted the Annual Report to the Securities and Exchange Commission (SEC)
- **Floresto Cabias** attended the Las Vegas Global Economic Alliance (LVGEA) Conference
- **Floresto Cabias** and **Lynn Wing** worked with District staff regarding purchasing training and procedures; held purchase order training sessions for new staff
- **Lynn Wing** attended meeting with Library Operations and outlying branch staff; helped train on purchasing and employee reimbursement procedures
- **Lynn Wing** created and updated vendor and customer accounts for accounts payable and accounts receivable in the Microsoft Serenic Navigator system
- **Lynn Wing** created and updated staff user accounts for online ordering of supplies from Staples, Office Plus, and Brodart (contract vendors); worked with District staff and vendors to update information and resolve issues
- **Lynn Wing** prepared and followed up on Agreements for Services for Literacy instructors and for performances scheduled for District-wide events
- **Lynn Wing** prepared weekly bank deposits
- Prepared monthly Budget Status Reports
- Scanned documents and updated files

Accounting

- Coded and verified all transactions (\$2.6M for the month of March)
- Uploaded preliminary and historical records to the independent auditor's portal (Hinton Burdick)
- Gathered vendor information for a potential P-Card program
- Performed cash flow analysis
- Attended cash handling procedures meeting with Library Operations staff. Documented cash handling procedures for distribution to branch staff.

Financial Services Report
Page 2

- Performed all payroll related duties, including PERS report
- Performed all accounts payable duties
- Performed all accounts receivable duties, including collections for overdue accounts
- Prepared year-to-date detail transaction reports for each location/department
- Reviewed and reconciled outstanding invoices
- Reconciled daily cash reports received from branches to bank deposits
- Provided detail budget status for staff as requested
- Prepared and scanned monthly journal voucher entries
- Reconciled monthly bank statements
- Prepared and mailed Financial Services invoices
- Processed refunds for cancelled Room Reservations
- Reviewed e-fines and patron inquiries regarding online payments
- Reconciled copier meter reading reports from branches/departments to invoices
- Managed/tracked all grant activity and prepared related reports
- Managed all investment activity
- Performed all accounting functions related to the Mesquite and East Las Vegas QALICBs
- Administered the District's credit card and Amazon accounts
- Staff cross-trained in payroll, fixed assets, cash receipts, and other Financial Services procedures



MEMORANDUM

To: Board of Trustees through Kelvin Watson, Executive Director

From: Floresto Cabias, Chief Financial Officer

Date: April 1, 2022

Subject: March 2022 Budget Status Report

Enclosed are the budget status reports for March 2022. General fund revenues indicate that 78% of budgeted revenue has been collected.

Property Tax Revenues

As compared to March 2021, the District collected 7% more in property taxes. Property taxes are assessed on a fiscal year basis beginning on July 1. Property tax revenue collections have remained consistent and are on track to reach the budgeted amount. Total property taxes for FY 2022 are budgeted to increase by 8%.

Consolidated Sales Tax Revenues (CTX)

The CTX shows 71% collected so far this fiscal year. The State of Nevada distributes CTX collections two months after the month of collection.

The most recent CTX received by the District on March 31, 2022, represents CTX from the month of January 2022. The \$2.1M collected is 25% higher than the amount collected for the same period last fiscal year. In January 2022, COVID-19 metrics reached or neared its peak. The subsequent decline in the surge of variants, suggests the positive rate of revenue collections will continue.

Based on existing economic factors, staff expects CTX to total approximately \$29.5M-\$30.5M for FY 2022, which is a 22%-26% increase from the amount actually collected for FY 2021 (\$24.2M). As consumer sentiment continues to improve in the context of COVID-19, this projection appears reasonable. However, other economic headwinds may still adversely affect revenue collections going forward (e.g., inflation, housing interest rates, recession fears). See the charts below showing historical CTX trends.

Expenditures

General Fund expenditures indicate that 62% of the allocated budget has been spent. Staff expects total expenditure savings of approximately \$8.6M for FY 2022, compared to the budget. These savings are due to reduced personnel costs resulting from the

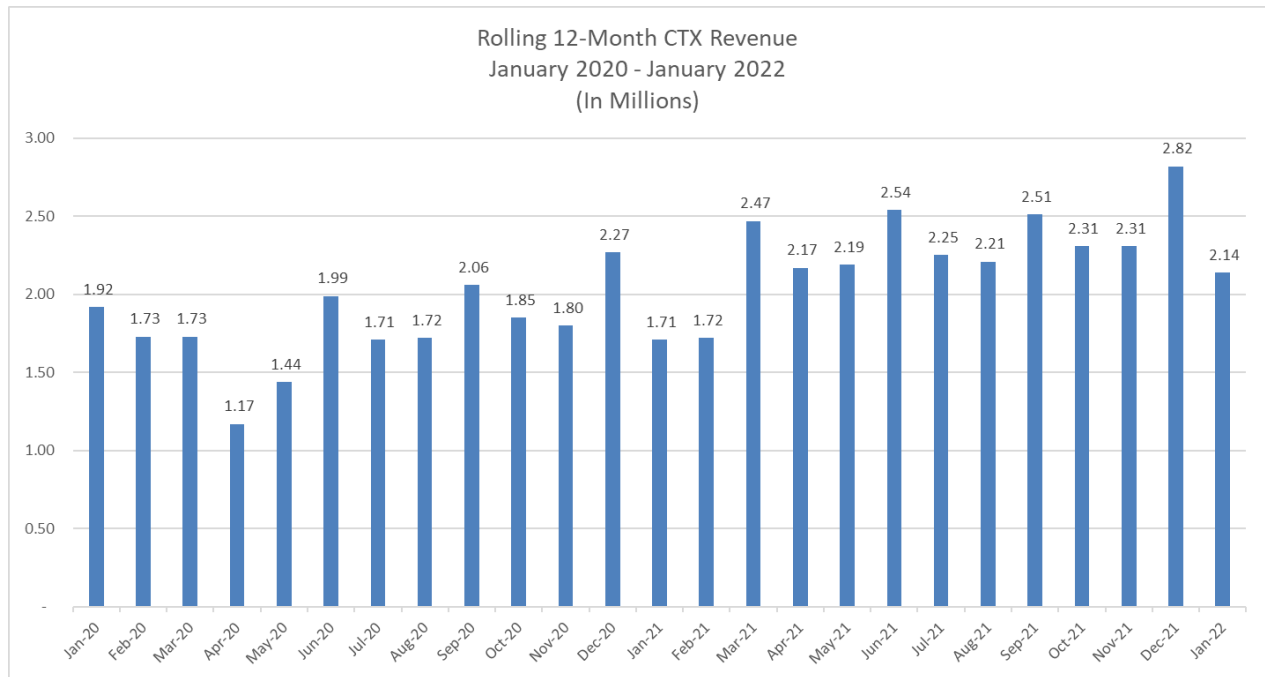
Voluntary Employee Separation Program (VESP) and filling positions based on operational needs, which includes modifying positions to best serve the Playbook 2026. Supplies and services expenditures are also expected to provide savings compared to the budget due to conservative spending practices throughout the pandemic.

Savings in expenditures will contribute to a higher ending fund balance.

Ending Fund Balance

FY 2022 General Fund ending fund balance is budgeted at \$14M, after a transfer of \$19M to the Capital Projects Fund. With the additional CTX expected and expenditure savings discussed above, the projected ending fund balance is approximately \$33M, a surplus of \$19M compared to the budget.

Staff will be available to answer any questions that you may have.



Consolidated Sales Tax FY 2022 vs. FY 2021			
	FY21	FY22	% Change Over FY21
July	1,714,346.73	2,250,871.66	31.30%
August	1,717,590.95	2,214,553.97	28.93%
September	2,057,864.55	2,511,203.79	22.03%
October	1,852,957.96	2,309,983.57	24.66%
November	1,796,283.18	2,309,864.50	28.59%
December	2,271,961.21	2,823,734.48	24.29%
January	1,713,321.38	2,140,260.80	24.92%
February	1,715,949.40	-	
March	2,471,650.63	-	
April	2,165,140.53	-	
May	2,192,682.44	-	
June	2,542,392.79	-	
TOTAL	24,212,141.75	16,560,472.77	

Las Vegas-Clark County Library District
Statement of Revenues and Expenditures

General Fund - 100**From 03/01/2022 Through 03/31/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	43,581,480.99	53,100,000.00	9,518,519.01	17.93%
Intergovernmental Revenue	16,658,072.59	23,400,000.00	6,741,927.41	28.81%
Charges for Services	32,716.59	500,000.00	467,283.41	93.46%
Fines & Forfeits	410,716.05	500,000.00	89,283.95	17.86%
Miscellaneous	204,526.20	810,000.00	605,473.80	74.75%
Total Revenues	60,887,512.42	78,310,000.00	17,422,487.58	22.25%
Expenditures				
Salaries	20,295,153.59	32,562,438.00	12,267,284.41	37.67%
Benefits	8,236,130.67	13,125,445.00	4,889,314.33	37.25%
Supplies & Services	9,317,171.81	15,356,409.00	6,039,237.19	39.33%
Capital Outlay	6,473,442.92	10,767,307.00	4,293,864.08	39.88%
Total Expenditures	44,321,898.99	71,811,599.00	27,489,700.01	38.28%
Excess (Deficit) of Revenues over (under) Expenditures	16,565,613.43	6,498,401.00	(10,067,212.43)	-16.03%

Las Vegas-Clark County Library District
Summary Budget Comparison
By Department

General Fund - 100**From 03/01/2022 Through 03/31/2022**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	415,749.27	949,020.00	533,270.73	56.19%
120	Administration - Library Operations	827,038.00	1,741,177.00	914,139.00	52.50%
200	Financial Services	1,135,089.77	1,867,973.00	732,883.23	39.23%
215	Community Outreach	374,450.09	525,357.00	150,906.91	28.72%
216	Youth Services	265,839.41	386,363.00	120,523.59	31.19%
220	Development and Planning	296,961.10	590,056.00	293,094.90	49.67%
240	General Services/Facilities	6,961,505.46	10,498,423.00	3,536,917.54	33.69%
250	Human Resources	1,475,543.86	2,674,812.00	1,199,268.14	44.84%
251	HR-Work Insurance	454,218.86	1,501,744.00	1,047,525.14	69.75%
260	Information Technology	3,046,659.25	4,072,848.00	1,026,188.75	25.20%
270	Literacy Department	227,534.83	397,676.00	170,141.17	42.78%
280	Branding and Marketing	1,022,855.13	1,864,914.00	842,058.87	45.15%
290	Access Services Department	738,988.54	1,139,565.00	400,576.46	35.15%
310	Collection and Bibliographic Services	7,929,011.13	12,937,872.00	5,008,860.87	38.71%
320	Gallery Services	128,033.74	183,616.00	55,582.26	30.27%
330	Facilities	1,972,372.00	3,031,596.00	1,059,224.00	34.94%
340	Community Engagement	239,627.08	458,550.00	218,922.92	47.74%
400	Library Operations	16,810,421.47	26,990,037.00	10,179,615.53	37.72%
Total		44,321,898.99	71,811,599.00	27,489,700.01	38.28%

Las Vegas-Clark County Library District
Summary Budget Comparison
By Location

General Fund - 100
Library Operations - Dept 400
From 03/01/2022 Through 03/31/2022

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	50,651.82	76,057.00	25,405.18	33.40%
110	Bunkerville	41,239.83	61,328.00	20,088.17	32.76%
120	Clark County Library	1,718,948.82	2,779,346.00	1,060,397.18	38.15%
130	Enterprise Library	972,840.72	1,441,669.00	468,828.28	32.52%
140	Goodsprings	61,394.20	82,779.00	21,384.80	25.83%
160	Indian Springs	80,025.71	110,509.00	30,483.29	27.58%
180	Laughlin	463,456.61	726,089.00	262,632.39	36.17%
190	Mesquite	708,942.22	1,072,843.00	363,900.78	33.92%
200	Moapa Town	34,791.31	58,868.00	24,076.69	40.90%
210	Moapa Valley	216,428.27	328,880.00	112,451.73	34.19%
220	Mount Charleston	45,680.81	65,763.00	20,082.19	30.54%
230	Rainbow Library	1,159,089.69	1,842,222.00	683,132.31	37.08%
240	Sahara West Library	1,606,606.15	2,584,240.00	977,633.85	37.83%
250	Sandy Valley	50,575.48	96,110.00	45,534.52	47.38%
260	Searchlight	32,512.80	62,466.00	29,953.20	47.95%
270	Spring Valley Library	1,097,774.68	1,721,165.00	623,390.32	36.22%
280	Summerlin Library	914,676.76	1,531,780.00	617,103.24	40.29%
290	Sunrise Library	907,907.46	1,547,932.00	640,024.54	41.35%
300	West Charleston Library	1,088,467.53	1,685,830.00	597,362.47	35.43%
310	West Las Vegas Library	957,097.61	1,663,433.00	706,335.39	42.46%
320	Whitney Library	1,013,586.43	1,559,832.00	546,245.57	35.02%
360	Meadows Library	67,499.23	99,539.00	32,039.77	32.19%
370	Centennial Hills	1,029,922.61	1,923,480.00	893,557.39	46.46%
380	Windmill Library	1,208,949.30	1,830,571.00	621,621.70	33.96%
390	East Las Vegas Library	1,249,597.82	1,989,585.00	739,987.18	37.19%
605	City Misdemeanant	31,757.60	47,721.00	15,963.40	33.45%
Total		16,810,421.47	26,990,037.00	10,179,615.53	37.72%

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas-Clark County Library District
Summary Budget Comparison
By GL Account

General Fund - 100
From 03/01/2022 Through 03/31/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	16,125,726.46	24,921,202.00	8,795,475.54	35.29%
51200 Salaries - Part Time	3,484,947.24	6,199,467.00	2,714,519.76	43.79%
51300 Overtime Pay	28,500.25	55,000.00	26,499.75	48.18%
51400 Call Back Pay	9,246.21	8,595.00	(651.21)	-7.58%
51500 Standby Pay	44,025.11	50,366.00	6,340.89	12.59%
51600 Longevity Pay	215,046.89	377,808.00	162,761.11	43.08%
51700 Separation Pay	257,529.02	450,000.00	192,470.98	42.77%
51800 Leave Buyout	130,132.41	500,000.00	369,867.59	73.97%
55100 Employees Retirement	4,848,411.87	7,938,096.00	3,089,684.13	38.92%
55200 Group Insurance	2,792,022.27	4,072,148.00	1,280,125.73	31.44%
55300 Workers' Comp. Payments	117,146.82	271,544.00	154,397.18	56.86%
55400 Medicare Coverage Expense	477,924.99	768,657.00	290,732.01	37.82%
55500 Unemployment Insurance	624.72	75,000.00	74,375.28	99.17%
61100 Office Supplies	246,523.24	559,357.00	312,833.76	55.93%
61110 Operating Supplies	306,931.75	597,065.00	290,133.25	48.59%
61120 Software & User Licenses	234,267.17	521,994.00	287,726.83	55.12%
61130 Software Maintenance	824,077.02	841,400.00	17,322.98	2.06%
61200 Book Materials & Supplies	25,766.14	120,409.00	94,642.86	78.60%
61205 Interlibrary Loan	323.81	4,500.00	4,176.19	92.80%
61210 Small Equipment	109,842.29	478,000.00	368,157.71	77.02%
61400 Equipment Repair & Maint.	522,149.30	690,280.00	168,130.70	24.36%
61410 Contracted Services	3,596,486.81	5,341,007.00	1,744,520.19	32.66%
61420 Building Repair & Maint.	144,487.20	218,200.00	73,712.80	33.78%
61500 Rental Expenses	34,577.41	47,316.00	12,738.59	26.92%
61600 Telephone	606,437.39	600,000.00	(6,437.39)	-1.07%
61700 Utilities	1,186,487.33	1,935,071.00	748,583.67	38.69%
61800 Insurance & Bonds	357,303.45	455,000.00	97,696.55	21.47%
61900 Professional Services	308,943.77	932,700.00	623,756.23	66.88%
61910 Legal Services	71,019.39	394,500.00	323,480.61	82.00%
62200 Collection Agencies	41,748.75	310,000.00	268,251.25	86.53%
62300 Board Compensation	3,840.00	6,200.00	2,360.00	38.06%
62500 Postage	54,992.66	75,100.00	20,107.34	26.77%
62510 Advertising	69,408.29	88,700.00	19,291.71	21.75%
62600 Community Events	9,440.92	23,750.00	14,309.08	60.25%
62620 Recruitment	404.09	625.00	220.91	35.35%
62700 Education & Training	98,545.63	310,735.00	212,189.37	68.29%
62800 Travel & Transportation	23,379.52	285,250.00	261,870.48	91.80%
62900 Printing & Reproduction	94,853.12	99,250.00	4,396.88	4.43%
63000 Dues & Subscriptions	31,410.70	43,200.00	11,789.30	27.29%
65000 Miscellaneous Expenses	25,457.67	41,800.00	16,342.33	39.10%
65100 Bank Charges	24,579.99	20,000.00	(4,579.99)	-22.90%
67000 Rental Expenses to QALICBs	263,487.00	315,000.00	51,513.00	16.35%
81700 Library Books	6,473,442.92	10,767,307.00	4,293,864.08	39.88%
Total	44,321,898.99	71,811,599.00	27,489,700.01	38.28%

Las Vegas-Clark County Library District
Statement of Revenues and Expenditures

Grant Fund - 220**From 03/01/2022 Through 03/31/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Intergovernmental Revenue	844,662.40	1,800,000.00	955,337.60	53.07%
Miscellaneous	77,656.73	-	(77,656.73)	
Total Revenues	922,319.13	1,800,000.00	877,680.87	48.76%
Expenditures				
Salaries	238,913.32	480,000.00	241,086.68	50.23%
Benefits	98,429.50	210,000.00	111,570.50	53.13%
Supplies & Services	485,131.75	500,000.00	14,868.25	2.97%
Capital Outlay	162,696.32	610,000.00	447,303.68	73.33%
Total Expenditures	985,170.89	1,800,000.00	814,829.11	45.27%
Excess (Deficit) of Revenues over (under) Expenditures	(62,851.76)	-	62,851.76	3.49%

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas-Clark County Library District
Summary Budget Comparison
By GL Account

Grant Fund - 220

From 03/01/2022 Through 03/31/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	237,500.42	480,000.00	242,499.58	50.52%
51200 Salaries - Part Time	318.36	-	(318.36)	
51300 Overtime Pay	38.52	-	(38.52)	
51600 Longevity Pay	1,056.02	-	(1,056.02)	
55100 Employees Retirement	61,744.39	162,356.79	100,612.40	61.97%
55200 Group Insurance	33,566.83	43,576.29	10,009.46	22.97%
55400 Medicare Coverage Expense	3,118.28	4,066.92	948.64	23.33%
61100 Office Supplies	1,295.54	1,223.54	(72.00)	-5.88%
61110 Operating Supplies	16,749.95	2,400.00	(14,349.95)	-597.91%
61120 Software & User Licenses	2,164.10	55,000.00	52,835.90	96.07%
61210 Small Equipment	148,724.47	-	(148,724.47)	
61410 Contracted Services	230,563.50	424,040.00	193,476.50	45.63%
61600 Telephone	7,341.96	-	(7,341.96)	
61900 Professional Services	28,294.21	-	(28,294.21)	
62800 Travel & Transportation	2,730.30	7,121.12	4,390.82	61.66%
63000 Dues & Subscriptions	8,100.00	-	(8,100.00)	
65000 Miscellaneous Expenses	39,167.72	10,215.34	(28,952.38)	-283.42%
81600 Capital Equipment - Major	110,266.00	460,000.00	349,734.00	76.03%
81700 Library Books	52,430.32	150,000.00	97,569.68	65.05%
Total	985,170.89	1,800,000.00	814,829.11	45.27%

Las Vegas-Clark County Library District
Statement of Revenues and Expenditures

Gift Fund - 230

From 03/01/2022 Through 03/31/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	116,212.89	815,000.00	698,787.11	85.74%
Total Revenues	116,212.89	815,000.00	698,787.11	85.74%
Expenditures				
Salaries	10,000.00	-	(10,000.00)	
Supplies & Services	193,849.93	715,000.00	521,150.07	72.89%
Capital Outlay	-	100,000.00	100,000.00	100.00%
Total Expenditures	203,849.93	815,000.00	611,150.07	74.99%
Excess (Deficit) of Revenues over (under) Expenditures	(87,637.04)	-	87,637.04	10.75%

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas-Clark County Library District
Summary Budget Comparison
By GL Account

Gift Fund - 230

From 03/01/2022 Through 03/31/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	10,000.00	-	(10,000.00)	
61100 Office Supplies	857.66	20,000.00	19,142.34	95.71%
61110 Operating Supplies	5,131.04	15,000.00	9,868.96	65.79%
61210 Small Equipment	18,111.22	15,000.00	(3,111.22)	-20.74%
61410 Contracted Services	17,357.50	250,000.00	232,642.50	93.06%
61500 Rental Expenses	-	315,000.00	315,000.00	100.00%
61900 Professional Services	145,881.00	100,000.00	(45,881.00)	-45.88%
62800 Travel & Transportation	6.72	-	(6.72)	
65000 Miscellaneous Expenses	6,504.79	-	(6,504.79)	
81600 Capital Equipment - Major	-	100,000.00	100,000.00	100.00%
Total	203,849.93	815,000.00	611,150.07	74.99%

**Las Vegas-Clark County Library District
Statement of Revenues and Expenditures**

**Capital Projects Fund - 510
From 03/01/2022 Through 03/31/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	(76,069.26)	30,000.00	106,069.26	353.56%
Total Revenues	<u>(76,069.26)</u>	<u>30,000.00</u>	<u>106,069.26</u>	<u>353.56%</u>
Expenditures				
Supplies & Services	754,549.93	3,925,300.00	3,170,750.07	80.78%
Capital Outlay	137,512.93	2,016,200.00	1,878,687.07	93.18%
Total Expenditures	<u>892,062.86</u>	<u>5,941,500.00</u>	<u>5,049,437.14</u>	<u>84.99%</u>
Excess (Deficit) of Revenues over (under) Expenditures	<u>(968,132.12)</u>	<u>(5,911,500.00)</u>	<u>(4,943,367.88)</u>	<u>268.58%</u>

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas-Clark County Library District
Summary Budget Comparison
By GL Account

Capital Projects Fund - 510
From 03/01/2022 Through 03/31/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61110 Operating Supplies	-	43,500.00	43,500.00	100.00%
61120 Software & User Licenses	71,576.90	250,000.00	178,423.10	71.37%
61130 Software Maintenance	48,493.00	50,000.00	1,507.00	3.01%
61210 Small Equipment	163,590.53	1,191,800.00	1,028,209.47	86.27%
61400 Equipment Repair & Maint.	288,994.57	645,000.00	356,005.43	55.19%
61410 Contracted Services	15,518.00	-	(15,518.00)	
61420 Building Repair & Maint.	77,705.23	800,000.00	722,294.77	90.29%
61900 Professional Services	76,553.82	960,000.00	883,446.18	92.03%
65000 Miscellaneous Expenses	347.52	-	(347.52)	
65100 Bank Charges	11,770.36	40,000.00	28,229.64	70.57%
81500 Capital Improvements	34,099.16	861,200.00	827,100.84	96.04%
81600 Capital Equipment - Major	103,413.77	1,100,000.00	996,586.23	90.60%
Total	892,062.86	5,941,500.00	5,049,437.14	84.99%

Las Vegas-Clark County Library District

**Project 2050 - Furniture Replacement
From 3/01/2022 through 3/31/2022**

**510
Capital Projects Fund**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	19,578.04	75,000.00	55,421.96	74%
Total Expenditures		19,578.04	75,000.00	55,421.96	74%

Las Vegas-Clark County Library District

Project 2200 - Financial Services Projects
From 3/01/2022 through 3/31/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	6,419.36	185,000.00	178,580.64	97%
61900	Professional Services	2,500.00	-	(2,500.00)	0%
65100	Bank Charges	11,770.36	40,000.00	28,229.64	71%
81600	Capital Equipment - Major	11,371.00	80,000.00	68,629.00	86%
Total Expenditures		32,060.72	305,000.00	272,939.28	89%

Las Vegas-Clark County Library District

Project 4010 - Tech Replacements & Upgrades
From 3/01/2022 through 3/31/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61120	Software & User Licenses	71,576.90	250,000.00	178,423.10	71%
61130	Software Maintenance	39,860.00	50,000.00	10,140.00	20%
61210	Small Equipment	137,593.13	455,000.00	317,406.87	70%
61400	Equipment Repair & Maint.	269,344.57	545,000.00	275,655.43	51%
61410	Contracted Services	15,518.00	-	(15,518.00)	0%
81600	Capital Equipment - Major	46,537.82	285,000.00	238,462.18	84%
Total Expenditures		580,430.42	1,585,000.00	1,004,569.58	63%

Las Vegas-Clark County Library District

Project 5010 - Bldg Repair & Maintenance
From 3/01/2022 through 3/31/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61130	Software Maintenance	8,633.00	-	(8,633.00)	0%
61210	Small Equipment	-	100,000.00	100,000.00	100%
61400	Equipment Repair & Maint.	-	100,000.00	100,000.00	100%
61420	Building Repair & Maint.	77,705.23	800,000.00	722,294.77	90%
61900	Professional Services	16,200.00	800,000.00	783,800.00	98%
81500	Capital Improvements	-	700,000.00	700,000.00	100%
Total Expenditures		102,538.23	2,543,500.00	2,440,961.77	96%

Las Vegas-Clark County Library District

Project 5015 - Construction Projects
From 3/01/2022 through 3/31/2022

510
Capital Projects Fund

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
45200 Interest Earnings	(76,069.26)	30,000.00	106,069.26	354%
Total Revenues	(76,069.26)	30,000.00	106,069.26	354%
Expenditures				
61900 Professional Services	66,051.34	160,000.00	93,948.66	59%
81500 Capital Improvements	-	400,000.00	400,000.00	100%
Total Expenditures	66,051.34	560,000.00	493,948.66	88%

Las Vegas-Clark County Library District

Project 5020 - PVS Projects
From 3/01/2022 through 3/31/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	376,800.00	376,800.00	100%
81500	Capital Improvements	26,249.16	-	(26,249.16)	0%
81600	Capital Equipment - Major	65,154.95	346,200.00	281,045.05	81%
Total Expenditures		91,404.11	723,000.00	631,595.89	87%

Las Vegas-Clark County Library District

Project 9010 - Vehicle Purchase and Replacement
From 3/01/2022 through 3/31/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
81600	Capital Equipment - Major	-	150,000.00	150,000.00	100%
Total Expenditures		-	150,000.00	150,000.00	100%

Las Vegas-Clark County Library District
Statement of Revenues and Expenditures

Debt Service Fund - 610
From 03/01/2022 Through 03/31/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	52.41	-	(52.41)	
Miscellaneous	22.60	10,000.00	9,977.40	99.77%
Total Revenues	75.01	10,000.00	9,924.99	99.25%
Expenditures				
Supplies & Services	3,533.58	10,000.00	6,466.42	64.66%
Total Expenditures	3,533.58	10,000.00	6,466.42	64.66%
Excess (Deficit) of Revenues over (under) Expenditures	(3,458.57)	-	3,458.57	34.59%

Las Vegas-Clark County Library District
Summary Budget Comparison
By GL Account

Debt Service Fund - 610
From 03/01/2022 Through 03/31/2022

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
65100	Bank Charges	3,533.58	10,000.00	6,466.42	64.66%
	Total	3,533.58	10,000.00	6,466.42	64.66%

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 2/22/2022 through 3/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14404	2/22/2022	10129	Fun Express LLC	DIY Unfinished Wood Birdhouses - SW	502.04
14405	2/22/2022	10161	MLAM, Inc.	Two perf LP & Vinyl Feb 2022 @ WC/WV	4,000.00
14406	2/22/2022	10228	Sterling Volunteers	9 volunteer background checks	166.50
14407	2/22/2022	10298	Sprout Social, Inc.	Sprout Social 2.22	1,592.07
14408	2/22/2022	10572	Mesquite Electric LLC	MQLC: Electrical for Exterior Sign	1,710.00
14409	2/22/2022	1064	Allied Refrigeration Inc.	#51 Tape	13.80
14410	2/22/2022	10641	Quench USA, Inc.	Various: Filtered Drinking Water	850.00
14412	2/22/2022	10809	Sandra Kay Ramaker	Board Comp for 2-10-22 Board Mtg.	40.00
14413	2/22/2022	10864	Brian M. Wilson	Board Compensation for 2-10 -22 Board Mtg.	40.00
14414	2/22/2022	10912	SNEZH, LLC	Flashforge Guider II 3D Printer - WM	789.57
14415	2/22/2022	11055	Bryant K. Rogers	Board Comp for 2-10-22 Board Mtg.	40.00
14416	2/22/2022	11131	Infinity Communications & Consulting, Inc.	EFC Application	23,380.00
14417	2/22/2022	11137	Vital Records Control	Records Destruction -Jan 2022	354.06
14418	2/22/2022	11652	Nathaniel Paul Waugh	Board Comp for 2-10-22 Board Mtg	40.00
14419	2/22/2022	11681	Jennifer L. Jiron	Board Comp for 2-10-22 Board Mtg.	40.00
14420	2/22/2022	11703	Kathleen Hagen Turner Whiteley	Board Comp for 2-10-22 Board Mtg.	40.00
14421	2/22/2022	1201	Best Janitorial Services of Nevada	Extra Janitorial Services - JANUARY 2022	1,264.00
14423	2/22/2022	1535	El Mundo	Feb Purchasing Ad	80.00
14424	2/22/2022	1580	Ferguson Enterprises, LLC	CC Plumbing	139.78
14425	2/22/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	23,205.37
14426	2/22/2022	1837	Johnstone Supply	Various	1,068.98
14427	2/22/2022	1854	Kamer Zucker Abbott	Legal Svc January 2022	4,430.00
14428	2/22/2022	1897	Lakeshore Learning Materials	Magnetic Alphabet Maze - WM	237.46
14429	2/22/2022	1950	Liberty Lock and Security	Various: Lock/Key Service	429.95
14430	2/22/2022	2152	Nedco Supply	RB HVAC	35.47
14431	2/22/2022	2234	Overton Power District #5	Service 01/08/22-02/08/22 MV	288.04
14432	2/22/2022	2350	Rebel Oil Company	SC: #2 Diesel Fuel	17,853.97
14433	2/22/2022	2702	Grainger, Inc.	WM HVAC	145.91
14434	2/22/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	10,793.75
14435	2/22/2022	2819	CenturyLink Communications, LLC	Service Feb 2022	3,482.87
14436	2/22/2022	2852	Chem-Aqua, Inc.	EV & RB: HVAC Water Treatment	669.75
14437	2/22/2022	2914	Iron Mountain	Service Jan 2022	499.10
14438	2/22/2022	3355	Teamsters Security Fund S. Nevada	Premium February 2022	354,941.06
14440	2/22/2022	4513	Blackstone Publishing	Clark and Division	111.66
14441	2/22/2022	4604	Brodart Library Supplies & Furnishings	Materials & Supplies FY 2021-22	1,114.80
14442	2/22/2022	4723	Purvis Industries - Las Vegas NV	WV HVAC	14.39
14443	2/22/2022	5001	UniFirst Corporation	FAC Uniform Rental	107.70
14444	2/22/2022	5244	A&B Printing & Mailing	Laminated Hand Wash	796.76
14445	2/22/2022	7592	Stanley Convergent Security Solutions	Various: Fire Alarm Tests/Inspections	125.00
14446	2/22/2022	7687	United Lock and Security, Inc.	MB (15) Keys - UA2	30.00
14447	2/22/2022	7943	Communication Electronic Systems Inc	CH & WM: Burg/Fire Alarm Monitoring	130.00
14448	2/22/2022	8122	Staples Advantage Dept LA	Document frame 8.8x11 - EV	6,730.90
14449	2/22/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	168.75
14450	2/22/2022	8593	American Sign Language Communication	interpreting services at WV on 1/21	180.00
14451	2/22/2022	8718	Library Ideas, LLC	Library Books & Materials for FY 2021-2022	3,235.95
14452	2/22/2022	9133	Ted Wiens Tire & Auto Centers	2022 Annual Smog Checks - Unleaded Vehicles	479.65
14453	2/22/2022	9159	Mesquite Lumber /Ace Hardware	Various	70.85
14454	2/22/2022	9332	Felipe A. Ortiz	Board Comp for 2-10-22 Board Mtg.	40.00
14455	2/22/2022	9687	The Network Architect, Inc.	SNMPc Enterprise (includes SNMPc OnLine)	2,996.25
14457	2/22/2022	9869	Unique Integrated Communications	Call Center Operations - Jan 2022	10,966.72
14458	2/22/2022	9958	Enerspect Medical Solutions LLC	AED Adult and Infant/Child Pads	2,255.04
14459	2/28/2022	10129	Fun Express LLC	Order PUR016263	406.13
14460	2/28/2022	10701	Staples Technology Solutions	Hp color laserjet pro - IT	2,066.16
14461	2/28/2022	10834	Brittany Mangelson	Transcribing of 021022 Reg Board Meeting	401.00
14462	2/28/2022	11601	Vintage King Audio	Earthworks C30/C-8 hanging cardioid mic black	3,796.79
14463	2/28/2022	11608	3F Initiatives LLC	12/1-1/31/21 Translations	556.85
14464	2/28/2022	11724	Greenberg Traurig, LLP	Final billing - FY21 audit response letter	216.00
14465	2/28/2022	11917	Red 7 Communications LLC	Winter Challenge & LL Month PR	500.00
14467	2/28/2022	11922	Sability, LP	January 2022 Billing	370.00
14468	2/28/2022	1429	D.C. Thomas	BD Rent Mar 2022	1,468.00
14469	2/28/2022	1580	Ferguson Enterprises, LLC	SW Plumbing	106.08
14470	2/28/2022	1742	Ideal Supply Company Inc.	Various	431.14
14471	2/28/2022	1950	Liberty Lock and Security	EN YPL Keys	45.00
14472	2/28/2022	2098	Moapa Valley Water District	Service 01/05/22-02/08/22	88.21
14473	2/28/2022	2152	Nedco Supply	WM Lighting	86.31
14474	2/28/2022	2809	Water District	Services Dec 21 & Jan 22	19,951.45
14475	2/28/2022	2860	Las Vegas Review Journal	Feb purchasing ad - ET	43.75
14476	2/28/2022	3307	Unique Management Services, Inc.	Placements - Jan 2022	3,469.50
14477	2/28/2022	3500	Garda CL West, Inc	Excess Svc - Jan 2022	26.34
14478	2/28/2022	4723	Purvis Industries - Las Vegas NV	Various	1,606.15
14479	2/28/2022	7655	Gill's Printing and Color Graphics	Jan. 2022 VGK Bookmarks	1,500.00
14480	2/28/2022	8010	Allied Universal Security Services	PVS Security 01/21/22-02/03/22	735.73
14481	2/28/2022	8585	Button Boy NV LLC	I love my library 2.22	2,000.00
14483	2/28/2022	9159	Mesquite Lumber /Ace Hardware	Replaced Trash Can	39.99
14484	2/28/2022	9191	Canon Solutions America, Inc.	Order PUR015380	282.50
14485	2/28/2022	9383	Office Plus	Oem toner hp 410x black - WV	3,756.05
14487	2/28/2022	9924	Modular Robotics	Cubelet	58.00
14488	3/7/2022	10129	Fun Express LLC	DIY white canvas - CH	387.89
14489	3/7/2022	10162	CenturyLink	Service March 2022	136.58
14490	3/7/2022	1017	AAA Air Filter Company, Inc.	Various: Air Filter Changes	2,722.15
14491	3/7/2022	10179	Safe and Secure Alarms and Video	WC: Alarm Monitoring - Burglar	54.00
14492	3/7/2022	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC: Landscape Maintenance	800.00
14493	3/7/2022	10212	Virgin Valley Water District	Service 01/20/22-02/20/22	466.39
14494	3/7/2022	10604	Johnson Controls Security Solutions LLC	Various: Alarm Response/Repair	37.90
14495	3/7/2022	10686	NLS Grounds Management, LLC	Various: Landscape Maintenance	20,393.15
14497	3/7/2022	10834	Brittany Mangelson	Transcribing for 2/18/22 Special Mtg	97.00
14498	3/7/2022	10927	CenturyLink	Service Feb 2022	1,953.07

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 2/22/2022 through 3/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14500	3/7/2022	11626	Jay Atwood	Piano tuning and maintenance - SM	515.00
14501	3/7/2022	11681	Jennifer L. Jiron	Board Comp - 021822 Special Mtg	40.00
14502	3/7/2022	11703	Kathleen Hagen Turner Whiteley	Board Comp - 021822 Special Mtg	40.00
14503	3/7/2022	11724	Greenberg Traurig, LLP	Legal Svcs 1/31/22	740.00
14504	3/7/2022	1180	Baron Pest Solutions, Inc.	LA: Pest Control	37.00
14505	3/7/2022	1201	Best Janitorial Services of Nevada	Various: Janitorial	143,898.10
14506	3/7/2022	1300	Cashman Equipment Company	SW: Generator Repair	1,354.86
14507	3/7/2022	1566	Fairway Chevrolet	#62 LOF	147.48
14508	3/7/2022	1620	Full Compass Systems Ltd	JDI-MK3 Direct Box,Passive (R800 1010)	1,206.58
14509	3/7/2022	1627	Cengage Learning, Inc.	Library Books & Materials for FY 2021-22	6,173.54
14510	3/7/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	49,922.07
14511	3/7/2022	1803	JanWay Company USA, Inc.	carabiner pens	1,800.00
14512	3/7/2022	1837	Johnstone Supply	RB HVAC	235.55
14513	3/7/2022	1897	Lakeshore Learning Materials	COLORFUL MOSAIC SQUARES-CLASS	59.78
14514	3/7/2022	2015	Machabee Office Environments	SW-Tablet Charging Table	591.79
14515	3/7/2022	2152	Nedco Supply	RB Lighting	581.40
14516	3/7/2022	2169	Nevada Illumination	EN: Parking Lot Lighting	160.00
14517	3/7/2022	2234	Overton Power District #5	Service 01/22/22-02/22/22 MV	335.55
14518	3/7/2022	2307	Progressive Elevator	CC Elevator	697.00
14519	3/7/2022	2362	Refrigeration Supplies Distributor	WV HVAC	20.71
14520	3/7/2022	2533	Suburban Propane - 1487	Propane - Feb 2022	3,453.32
14521	3/7/2022	2698	Virgin Valley Disposal	Rental/Totter - Feb 2022	126.40
14522	3/7/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	28,867.06
14523	3/7/2022	2891	AFLAC	Premium February 2022	777.82
14525	3/7/2022	3149	Midwest Tape	Library Books & Materials for FY 2021-2022	11,998.43
14526	3/7/2022	3309	Batteries Plus # 327	Various	85.84
14527	3/7/2022	3324	Rio Virgin Telephone Co.	Service March 2022	406.34
14528	3/7/2022	3435	Ace Fire Systems, Inc.	SM - Service Call: Fire Pull Station replaced	626.48
14529	3/7/2022	3770	Cox Communications of Las Vegas	Service 02/17/22-03/16/22	30,817.33
14530	3/7/2022	3776	Got Bugs LLC	MQL & MQLC: Pest Control	200.00
14531	3/7/2022	4604	Brodart Library Supplies & Furnishings	Materials & Supplies FY 2021-22	2,381.81
14532	3/7/2022	4721	Sweetwater	RS701 Clear-Com Encore 1-ch Beltpack	3,267.65
14533	3/7/2022	4723	Purvis Industries - Las Vegas NV	Various	3,084.39
14534	3/7/2022	5001	UniFirst Corporation	FAC Uniform Rental	401.60
14535	3/7/2022	5130	OverDrive Inc.	Library Books & Materials for FY 2021-22	85,174.15
14536	3/7/2022	6646	Aqua Serv Engineers, Inc.	Various: HVAC Water Treatment	1,980.72
14537	3/7/2022	6777	Mailmax Mailing Solutions, LLC	Misc Mail Room Supplies	394.95
14538	3/7/2022	8010	Allied Universal Security Services	PVS Security 02/04/22-02/17/22	90,376.04
14539	3/7/2022	8122	Staples Advantage Dept LA	Crayola washable - MQ	6,400.67
14540	3/7/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	337.50
14541	3/7/2022	8575	Intermountain Lock and Security Supply	CC TH Door Repair	278.07
14542	3/7/2022	8593	American Sign Language Communication	Interpreting services - Feb 2022	540.00
14543	3/7/2022	9101	O'Reilly Auto Parts	MB Grip & Impact Gloves 1 ea	51.98
14544	3/7/2022	9133	Ted Wiens Tire & Auto Centers	2022 Annual Smog Checks - Unleaded Vehicles	102.00
14545	3/7/2022	9159	Mesquite Lumber /Ace Hardware	MQLC W&G Killer	16.99
14546	3/7/2022	9191	Canon Solutions America, Inc.	Newspaper Direct Maint. 11/30/21-12/30/21	4,865.12
14547	3/7/2022	9287	Otis Elevator Company	WM: Elevator	849.70
14548	3/7/2022	9383	Office Plus	Crtg,lsr,bk,hp 37a - EV	4,902.05
14549	3/7/2022	9431	B&H Photo-Video	Samsung AU8000 50" LS HDR 4K	185.61
14550	3/7/2022	9483	Tecre Co., Inc.	Button Making Kit for SE	550.72
14551	3/7/2022	9588	Vocera Communications, Inc.	Order PUR016284	1,338.24
14552	3/7/2022	9617	Ashlan Concrete Cutting	EN: Exterior Curbs Replacement	3,790.00
14553	3/7/2022	9730	Commercial Lighting Specialties, LLC	Various	207.85
14554	3/7/2022	9827	Vision Sign Inc.	SV & SM: Sign Maintenance	210.00
14555	3/7/2022	9907	Principal Life Insurance Company	Premium March 2022	23,676.66
14556	3/14/2022	10228	Sterling Volunteers	11 volunteer back ground checks	191.50
14557	3/14/2022	10654	Educational Testing Service (ETS)	Testing January 2022	64.50
14558	3/14/2022	10877	Findaway World, LLC	Launchpad Replacement Bumper (Orange)	437.64
14559	3/14/2022	11075	Cadient Talent, LLC	Dec 2021-Feb 2022 Services	1,161.00
14560	3/14/2022	1157	AZP	#59 Plumbing	149.28
14561	3/14/2022	11626	Jay Atwood	Piano tuning and maintenance - CH	245.00
14562	3/14/2022	11677	Kronos SaaS, Inc.	Subscription Services Jan 2022	1.88
14564	3/14/2022	11724	Greenberg Traurig, LLP	Legal Svc Oct/Nov 2021	1,636.00
14568	3/14/2022	1580	Ferguson Enterprises, LLC	Various	736.61
14569	3/14/2022	1640	Gerald M. Welt, Chartered	Legal services Feb 2022	5,339.23
14570	3/14/2022	1742	Ideal Supply Company Inc.	Various	352.34
14571	3/14/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	18,759.45
14572	3/14/2022	1950	Liberty Lock and Security	CC Rekey Lock Cylinders	30.00
14573	3/14/2022	2169	Nevada Illumination	WC: Exterior Lighting	217.50
14574	3/14/2022	2215	OCLC Inc.	Cataloging/ILL Charges FY2021-22	5,167.41
14575	3/14/2022	2234	Overton Power District #5	Service 02/01/22-03/01/22 MQ	2,437.32
14576	3/14/2022	2567	Teamsters Local Union #14	Union Dues - March 2022	8,615.00
14577	3/14/2022	2702	Grainger, Inc.	BK Lighting	48.60
14578	3/14/2022	2767	World Book, Inc.	Online databases - E-book Suite & Wizard	11,010.00
14579	3/14/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	55,708.78
14580	3/14/2022	2819	CenturyLink Communications, LLC	Service Mar 2022	8,128.82
14581	3/14/2022	3149	Midwest Tape	Library Books & Materials for FY 2021-2022	28,351.95
14582	3/14/2022	3309	Batteries Plus # 327	#57 Thermostat Batteries	30.88
14583	3/14/2022	3435	Ace Fire Systems, Inc.	WV: Fire Alarm System Repairs	591.00
14585	3/14/2022	4179	Safelite Fulfillment, Inc	#44: Windshield Replacement	400.00
14586	3/14/2022	4293	MTM/lostens Recognition	Service Award Pins	929.13
14587	3/14/2022	4517	Fingerprint Pros, Inc.	6 pre-employment fingerprints	354.00
14588	3/14/2022	4604	Brodart Library Supplies & Furnishings	Plastic adhesive -liq - MV	478.59
14589	3/14/2022	4649	H & E Equipment Services Inc.	FAC: 2022 Annual Lift Inspections	2,885.67
14590	3/14/2022	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - Mar 2022	7,395.27
14591	3/14/2022	5001	UniFirst Corporation	FAC Uniform Rental	107.76
14592	3/14/2022	5244	A&B Printing & Mailing	Save the Dates West LV	6,269.47

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 2/22/2022 through 3/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14593	3/14/2022	5976	Society for Human Resource Management	Membership Renewal 4/22-3/23	219.00
14594	3/14/2022	6254	Board of Regents	Service 01/01/22-06/30/22 WC	3,161.34
14595	3/14/2022	7188	Innovative Interfaces, Inc.	Library Books & Materials for FY 2021-22	3,217.50
14596	3/14/2022	7655	Gill's Printing and Color Graphics	Device Lending Postcards	140.13
14597	3/14/2022	7671	Rentokil	Various: Pest Control	1,303.00
14598	3/14/2022	8010	Allied Universal Security Services	PVS Security 02/18/22-03/03/22 - PVS	88,971.25
14599	3/14/2022	8122	Staples Advantage Dept LA	Sharpie ultimate pack - RB	6,716.13
14600	3/14/2022	8155	Las Vegas Clark County Librar Dist Foundation	Foundation Bookstore Sales - Feb 2022	15,110.47
14601	3/14/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	308.75
14603	3/14/2022	9101	O'Reilly Auto Parts	#9 Lift Battery/Core	100.27
14604	3/14/2022	9159	Mesquite Lumber /Ace Hardware	MQLC W&G Killer	27.99
14605	3/14/2022	9383	Office Plus	Crtgd.dsnjt,hp 711,29ml,c - CC	1,178.56
14608	3/21/2022	10017	CDA Media Relations	March purchasing ad	350.00
14610	3/21/2022	10543	Kathleen San Nicolas	Virtual AIR PD	54.00
14611	3/21/2022	10641	Quench USA, Inc.	Various: Filtered Drinking Water	850.00
14612	3/21/2022	10804	The Lindi Corporation	MQ: Annual Backflow Inspections	177.00
14614	3/21/2022	10864	Brian M. Wilson	Board Comp March 10	40.00
14616	3/21/2022	11055	Bryant K. Rogers	Board Comp March 10	40.00
14617	3/21/2022	11598	Joseph F. Cortese	WC AM 325 1/28/-3/10	54.00
14618	3/21/2022	11652	Nathaniel Paul Waugh	Board Comp March 10	40.00
14620	3/21/2022	11703	Kathleen Hagen Turner Whiteley	Compensation for March 10 Board Mtg	40.00
14621	3/21/2022	11713	Joseph Canaday	Virtual AIR PD 3/11/22	54.00
14622	3/21/2022	11828	Omnigo Software	Licenses - 03/31/22 thru 03/30/23	6,387.63
14624	3/21/2022	11897	David Glenn Harrington	Virt AIR PD 3/11/22	54.00
14626	3/21/2022	1240	Brady Industries of Nevada, LLC	Consumables MB Deodorizer	73.20
14627	3/21/2022	1429	D.C. Thomas	BD Rent Apr 2022	1,468.00
14628	3/21/2022	1457	Demco, Inc.	Nachos Scratch-And-Sniff Bookmarks - RB	176.27
14629	3/21/2022	1580	Ferguson Enterprises, LLC	Various	429.61
14630	3/21/2022	1620	Full Compass Systems Ltd	GFN EXT-PS24U1AIP-4P-6 Power Supply	30.74
14631	3/21/2022	1742	Ideal Supply Company Inc.	Various	710.46
14632	3/21/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	9,444.01
14634	3/21/2022	2152	Nedco Supply	Various	1,345.23
14635	3/21/2022	2234	Overton Power District #5	Service 02/08/22-03/08/22 MV	233.07
14636	3/21/2022	2486	Sonitrol Of Southern NV	Various: Alarm Monitoring	3,693.00
14638	3/21/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	17,016.56
14639	3/21/2022	2819	CenturyLink Communications, LLC	Service Mar 2022	3,501.98
14640	3/21/2022	2852	Chem-Aqua, Inc.	EV & RB: HVAC Water Treatment	669.75
14641	3/21/2022	2887	Thomson Reuters West Payment Ctr	Library Materials for MISD FY 2021-22	828.83
14642	3/21/2022	2914	Iron Mountain	Services Feb 2022	499.90
14643	3/21/2022	3143	FedEx Office - Customer Admin Svcs	FY 21 ACFR books	539.05
14644	3/21/2022	3355	Teamsters Security Fund S. Nevada	Premium March 2022	358,987.97
14645	3/21/2022	3677	Maria Cecilia P. Ordinario	WM AM INT 324 1/26-3/9	54.00
14646	3/21/2022	4513	Blackstone Publishing	Fear Thy Neighbor (audiobook)	346.52
14647	3/21/2022	4522	Quest Diagnostics	6 pre-employment drug tests	226.68
14648	3/21/2022	4604	Brodart Library Supplies & Furnishings	Med wire/vinyl easel - CH	885.75
14649	3/21/2022	5001	UniFirst Corporation	FAC Uniform Rental	107.76
14650	3/21/2022	5769	The Penworthy Company	Library Books & Materials for FY 2021-2022	239.70
14652	3/21/2022	7655	Gill's Printing and Color Graphics	Jack Eichel Bookmarks	1,500.00
14653	3/21/2022	7943	Communication Electronic Systems Inc	CH & WM: Burg/Fire Alarm Monitoring	130.00
14654	3/21/2022	8122	Staples Advantage Dept LA	Puff print round - RB	3,956.42
14655	3/21/2022	8437	Super Cleaners	Dry Cleaning Open PO for FY21-22	140.00
14657	3/21/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	168.75
14658	3/21/2022	8575	Intermountain Lock and Security Supply	SU Detex Alarm & Repair	276.00
14659	3/21/2022	8718	Library Ideas, LLC	Library Books & Materials for FY 2021-2022	9,241.50
14661	3/21/2022	9074	Statewide Fire Protection - Western States	WM: Fire Sprinkler	175.00
14662	3/21/2022	9101	O'Reilly Auto Parts	Courier Exhaust Fluid	69.95
14663	3/21/2022	9143	Henry Marshall	ELVCC AM 304 1/26-3/9	54.00
14664	3/21/2022	9159	Mesquite Lumber /Ace Hardware	Various	295.83
14665	3/21/2022	9191	Canon Solutions America, Inc.	Monthlyly Maint 1/15/22-2/14/22 - FS	5,568.89
14666	3/21/2022	9332	Felipe A. Ortiz	Board Comp March 10	40.00
14667	3/21/2022	9383	Office Plus	Crtgd.lsr,cyn - CH	405.99
14668	3/21/2022	9431	B&H Photo-Video	Point Source CO-3 earworn omni mic wi	226.80
14669	3/21/2022	9511	Manny David Ford	ELV AM ADV 301 1/26-3/9	54.00
14670	3/21/2022	9553	Ashworth and Belcastro Systems (ABS)	SU: Fire Alarm Monitoring	135.00
14671	3/21/2022	9566	Diana Marshall	Virtual AIR PD 03/11/22	54.00
14672	3/21/2022	9758	ConvergeOne, Inc.	Support FY 2021-2022	381.00
14673	3/21/2022	9869	Unique Integrated Communications	Call Center Operations - Feb 2022	8,946.69
14674	3/21/2022	9956	Cherry Lake Publishing	Library Books & Materials FY 2021-2022	3,016.41
14675	3/28/2022	10017	CDA Media Relations	Ad Mar '22 Issue of Black Image Mag.	2,000.00
14676	3/28/2022	10179	Safe and Secure Alarms and Video	WC: Alarm Monitoring - Burglar	54.00
14677	3/28/2022	11006	Michael Shon Thrower	WH AM 309 1/31-3/16 WH	648.00
14679	3/28/2022	11626	Jay Atwood	Piano tuning and maintenance - WM	245.00
14680	3/28/2022	11784	Cory Allen Starkes	ELV PM L INT 305 1/26-3/16	405.00
14681	3/28/2022	11829	Nonprofit Megaphone LLC	Google Grant Mgmt Serv. Renewal	2,745.00
14683	3/28/2022	11897	David Glenn Harrington	Writing 337 1/28-3/18 CC	648.00
14684	3/28/2022	11922	Sabillity, LP	Consulting - Feb 2022	92.50
14686	3/28/2022	1300	Cashman Equipment Company	Various: Generator & Fire Pump Engine	922.50
14687	3/28/2022	1535	El Mundo	March purchasing ad	80.00
14688	3/28/2022	1580	Ferguson Enterprises, LLC	Various	1,446.00
14689	3/28/2022	1620	Full Compass Systems Ltd	MAC 2038372 DRIVER,8" DLM8	334.40
14690	3/28/2022	1648	Global Knowledge Training LLC	Office 365 Administrator Training	8,985.00
14691	3/28/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	31,647.63
14692	3/28/2022	2098	Moapa Valley Water District	Service 02/09/22-03/08/22	81.65
14693	3/28/2022	2152	Nedco Supply	Various	880.07
14694	3/28/2022	2307	Progressive Elevator	CC Elevator	697.00
14695	3/28/2022	2351	Rebel Party Rentals	80 Chairs Garden Market 3-19-22	170.00
14696	3/28/2022	2465	Russell Sigler Inc.	SV: HVAC Repair Components	294.18
14697	3/28/2022	2702	Grainger, Inc.	WV Plumbing	385.08

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 2/22/2022 through 3/31/2022

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14698	3/28/2022	2733	Phoenix Fire Protection, LLC	Various: Fire Sprinkler Tests/Inspections	450.00
14699	3/28/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	35,516.39
14700	3/28/2022	2809	Water District	Service Jan 22 & Feb 22	19,392.21
14701	3/28/2022	2860	Las Vegas Review Journal	El Tiempo March Purchasing ad	43.75
14702	3/28/2022	3020	Discount School Supply	Pipe Cleaners, Yellow - SU	22.61
14703	3/28/2022	3149	Midwest Tape	Library Books & Materials for FY 2021-2022	39,690.79
14704	3/28/2022	3307	Unique Management Services, Inc.	Placement - Feb 2022	2,423.25
14705	3/28/2022	3309	Batteries Plus # 327	CC TH ER Light Batteries	49.35
14706	3/28/2022	3435	Ace Fire Systems, Inc.	Various: Fire Sprinkler & Alarm Tests/Insp's	85.00
14708	3/28/2022	4604	Brodart Library Supplies & Furnishings	Acid-free bind-art - WH	16.98
14709	3/28/2022	4676	Color Reflections	Board of Trustees '22 Signs	911.00
14710	3/28/2022	4721	Sweetwater	MS756LKB Tama Studio, Low-Profile T	547.32
14711	3/28/2022	4723	Purvis Industries - Las Vegas NV	Various	306.46
14712	3/28/2022	5718	Tangerine Office Machines	Printer Support Svcs, Expires: 6/30/22	89.00
14713	3/28/2022	5769	The Penworthy Company	Library Books & Materials for FY 2021-2022	7,893.12
14714	3/28/2022	6646	Aqua Serv Engineers, Inc.	Various: HVAC Water Treatment	2,441.42
14715	3/28/2022	7188	Innovative Interfaces, Inc.	Library Books & Materials for FY 2021-22	30,423.24
14717	3/28/2022	7419	EDS Electronics Inc.	SW; Fire Alarm Tests/Inspections	330.00
14718	3/28/2022	7655	Gill's Printing and Color Graphics	Business Cards March '22	2,025.00
14719	3/28/2022	7687	United Lock and Security, Inc.	Various	40.00
14720	3/28/2022	8511	GHA Technologies	VERITAS Sys. Rec. Server 5/3/23-6/7/23	2,409.40
14721	3/28/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	168.75
14722	3/28/2022	8575	Intermountain Lock and Security Supply	Consumable #63 Tri-Flow Spray	86.63
14724	3/28/2022	9287	Otis Elevator Company	WM: Elevator	849.70
14725	3/28/2022	9383	Office Plus	Crt dg, l, hp 90a, bk - RB	6,896.35
14727	3/28/2022	9631	Elliott's Sewer & Drain	SW: Service Call - Plumbing	170.25
14728	3/28/2022	9758	ConvergeOne, Inc.	PRISM ONECALL Essential + Support	5,283.00
14729	3/28/2022	9827	Vision Sign Inc.	WM - Service Call: Roof Tiles Repairs	553.00
14730	3/28/2022	9890	High Sierra Elevator Inspections	SC: Annual Permit Inspections	1,250.00
14731	3/28/2022	9956	Cherry Lake Publishing	Library Books & Materials FY 2021-2022	20.95
14732	3/28/2022	10834	Brittany Mangelson	Transcribing for 3/10 Board Mtg	192.75
14733	3/28/2022	11681	Jennifer L. Jiron	Board Comp for 3/10 Board MTG	40.00
90567	2/24/2022	10872	Radioactive Productions	Library B-roll 2.22	1,275.00
90569	2/24/2022	11016	Live Music in Vegas Inc.	Nik at Nite Valentine's Concert	1,250.00
90570	2/24/2022	11874	Brushwood Creations	01-10-22 Woodworking at Whitney	705.00
90571	2/24/2022	11888	Alyssa Marie Harris	Alyssa Harris concert 2-18-22	1,600.00
90572	2/24/2022	11912	Mark Edward Ruben	SM Gardening 2-20-22	150.00
90573	2/24/2022	11979	Geek Tech Branding	Solar Chargers 2022	12,427.97
90574	2/24/2022	11982	DancelnTime	Film Screening-User Lic - LV Women's Hist.	400.00
90575	2/24/2022	11992	Brigitte Ramirez	Payroll replacement - 2/11/22	333.24
90576	2/24/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
90577	2/24/2022	2159	AT&T SBC	Service 02/11/22-03/10/22	309.00
90578	2/24/2022	2175	NV Energy	Service 01/04/22-02/02/22 WM	9,491.20
90579	2/24/2022	2494	Southwest Gas Corp.	Service 01/06/22-03/22 LA	6,343.36
90580	2/24/2022	4117	Television Monitoring Services, Inc.	LV Trailblazer Award C. Hudson	50.00
90581	2/24/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
90582	2/25/2022	7369	SYNCHRONY BANK/AMAZON	Amazon 021522	17,766.28
90583	3/3/2022	10459	Batteries Plus Bulbs 696	WV Lighting	5.82
90584	3/3/2022	10901	Daniel Abraham Clough	SM Tea Class 2-27-22	725.00
90585	3/3/2022	10930	Business Enterprises of Nevada	MQL: Cafe Management	1,702.00
90586	3/3/2022	11069	Douglas Lam	Refund PC Res	7.60
90587	3/3/2022	11605	Keith D. Zalinger	Extrasensory Performance	600.00
90588	3/3/2022	11631	Kemet in the Desert Inc.	Lecture Series AAHM - 2/16-2/17	1,000.00
90589	3/3/2022	11873	Nicole Kim	Painting classes Jan/Feb 2022	300.00
90590	3/3/2022	11898	Biznet LLC	Homebuyer Workshop Series - 2/9 MQ	333.00
90591	3/3/2022	11916	Tire Works	LOF, Oil/Filter and 4 Tire Rotation	57.63
90592	3/3/2022	11944	Sharon R. Phoenix	SV 2-13-22 Candle Making	200.00
90593	3/3/2022	12002	Susan M. Williams	Payroll Replacement check 12/13/2021	33.12
90594	3/3/2022	12003	Zachery Easton Maxwell Forrester	Payroll Replacement 02/25/22	617.26
90595	3/3/2022	2117	Multi-Cultural Books & Videos, Inc.	Library Books & Materials for FY 2021-22	7,388.63
90596	3/3/2022	2175	NV Energy	Service 01/20/22-02/17/22 CH	7,192.28
90597	3/3/2022	2494	Southwest Gas Corp.	Service 01/19/22-02/16/22 WV	1,582.21
90598	3/3/2022	2648	United Parcel Service	Increase Deposit - Shipper #864045	1,000.00
90603	3/3/2022	3383	Home Depot Credit Services	Jan - Feb 2022 Various	2,548.17
90604	3/3/2022	6817	Reliance Connects	Service March 2022	634.12
90605	3/3/2022	8441	Lego Education	Coding Express by LEGO® Education	439.90
90606	3/3/2022	8731	UNUM Life Insurance Co. of America	Premium March 2022	299.40
90607	3/3/2022	9677	Elm USA, Inc.	ECO Pro 2 Disc Repair Machine	1,214.95
90608	3/3/2022	9937	AFLAC Premium Holding	Premium February 2022	2,644.74
90609	3/3/2022	9945	Texas Life Insurance Company	Premium February 2022	230.05
90610	3/10/2022	10036	Vegas City Opera	SM Vegas Opera AAHM 2022	1,000.00
90611	3/10/2022	10158	Poetry Promise, Inc.	Open Mic Night WC - Feb-Mar 2022	300.00
90612	3/10/2022	10176	Jonathan Karrant	SM Music Appreciation 2022	175.00
90613	3/10/2022	10233	Elizabeth Schwartz	Chance Chat Blogs Feb-Apr	450.00
90615	3/10/2022	11003	Koo Koo Kanga Roo	Deposit for July show SC2022	3,750.00
90616	3/10/2022	1134	Asian Chamber of Commerce	ACC Membership renewal March 2022	300.00
90618	3/10/2022	11916	Tire Works	Tire Rotation & Oil Filter	2,148.15
90620	3/10/2022	11935	Work Institute, LLC	Exit Interviews	753.00
90621	3/10/2022	11951	Lillian Grant	March 2022 Women's History	500.00
90622	3/10/2022	11962	Zeniines LLC	Deposit for March 20 show	2,750.00
90623	3/10/2022	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Service 04/01/22-06/30/22 SM	2,067.03
90624	3/10/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	1,017.91
90625	3/10/2022	1710	Henri Specialties	EV Toilet Tissue Dispenser	424.52
90628	3/10/2022	1991	Lowe's Improvement	Jan - Feb 2022 Various	1,532.44
90629	3/10/2022	2097	Moapa Valley Telephone Co. Inc.	Service 02/26/22-03/25/22	974.68
90630	3/10/2022	2117	Multi-Cultural Books & Videos, Inc.	Library Books & Materials for FY 2021-22	342.76
90631	3/10/2022	2159	AT&T SBC	Service 02/25/22-03/24/22	298.18

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Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 2/22/2022 through 3/31/2022

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90632	3/10/2022	2494	Southwest Gas Corp.	Service 01/25/22-02/23/22 RB	645.04
90633	3/10/2022	2838	Verizon Wireless	Service 01/15/22-02/14/22	9,128.79
90634	3/10/2022	3495	GFOA	Membership renewal 4/1/22-3/31/23	500.00
90635	3/10/2022	3559	Diane Dewar	FAC: Replenishment of Petty Cash Fund	105.14
90636	3/10/2022	4117	Television Monitoring Services, Inc.	Bold & Beautiful Art Display	100.00
90637	3/10/2022	5026	Nevada State Treasurer	Mandated Court Payment	6.00
90638	3/10/2022	6817	Reliance Connects	MQL & MQLC: Alarm Monitoring	301.34
90639	3/10/2022	6845	Contemporary West Dance Theatre	Dance Concert AAHM	4,000.00
90640	3/10/2022	7740	Gaudin Ford	#56: Misc Repairs	1,503.53
90641	3/10/2022	7865	Kevin Menegus	Deposit for SC 2022 25%	1,546.25
90642	3/17/2022	10036	Vegas City Opera	SM Vegas Opera AAHM - 3/12/22	500.00
90643	3/17/2022	10253	Elizabeth Ann Foyt	Board Comp March 10	40.00
90644	3/17/2022	10565	Erin E. Baltsar	SM Women's History 3-6-22	2,500.00
90645	3/17/2022	10847	Karen Sidell	Facepainter SM Festival 10-2-21	600.00
90646	3/17/2022	10951	Vogue M. Robinson	Women's Month 2022	200.00
90648	3/17/2022	11671	Marc B. Leeds	VIRTUAL AIR PD 3/11/22	54.00
90649	3/17/2022	11898	Biznet LLC	Homebuyer Workshop Series - 2/26 SV	333.00
90650	3/17/2022	11916	Tire Works	LOF/Oil & Filter Ser/Tire Rotation	90.97
90651	3/17/2022	11932	Vicki Free	VIRTUAL AIR PD 3/11/22	54.00
90652	3/17/2022	11939	Brittany A. Kemp	Deposit - Kemetiic Meditation	500.00
90653	3/17/2022	11941	Brink's, Incorporated	Excess Svc - Feb 2022	6,184.06
90654	3/17/2022	11950	Charlotte Blake Alston	Three story telling programs	59,500.00
90655	3/17/2022	11984	Victig Background Screening	Employment verification - FEB 2022	161.00
90656	3/17/2022	11993	Weitbrecht Communications Inc	TTY replacement for CC	558.35
90657	3/17/2022	11997	Ashley Manuela Vargas	Women's History Month 2022	200.00
90658	3/17/2022	12000	Vanessa Latrice Williams	Women's History Month 2022	200.00
90659	3/17/2022	12006	Sydney Wingale Sukhee	Sub VIRTUAL CONV 3/11-3/12	108.00
90660	3/17/2022	12013	Johnson County Library	ILL book #209843363 lost in mail	15.00
90661	3/17/2022	12014	Pioneer Library System	"Garage Sale Diamond"	14.67
90662	3/17/2022	1577	FedEx	Express Services - Feb/Mar 2022	253.34
90663	3/17/2022	1710	Henri Specialties	SU Sanitary Napkin Disposal	63.28
90664	3/17/2022	2117	Multi-Cultural Books & Videos, Inc.	Library Books & Materials for FY 2021-22	4,420.17
90665	3/17/2022	2175	NV Energy	Service 01/26/22-02/24/22 EV	62,265.39
90666	3/17/2022	2494	Southwest Gas Corp.	Service 01/25/22-02/23/22 SM	11,297.55
90668	3/17/2022	2837	Republic Services 620	2 Recycle container 3 cu yd - WM	6,375.03
90669	3/17/2022	2854	FastSigns	Library Truck Logos	130.90
90670	3/17/2022	2861	Jay D. Whipple	MV: Pest Control	40.00
90672	3/17/2022	7740	Gaudin Ford	#58 Works Pkg. & Filters	468.77
90673	3/17/2022	8192	AT&T	Service March 2022	43.15
90674	3/17/2022	9711	Jose L. Melendrez	Board Comp March 10	40.00
90675	3/17/2022	9788	Matias Rodriguez	CC TH Conf Rm: Doors & Window Tint	516.00
90676	3/17/2022	9843	Gen-Tech of Nevada, Inc.	CC & SM: Generators - Ann'l Service	1,362.00
90677	3/24/2022	10336	Opera Las Vegas	Opera Legends In Black 2/26/22	1,500.00
90679	3/24/2022	10890	Vanessa Portillo	Garden Mkt 3-19-22	250.00
90680	3/24/2022	10998	Sprint	Service 01/27/22-02/26/22	18,824.90
90681	3/24/2022	11047	Roxy Gunn Productions, LLC	Roxy Gunn Concert 03/22/22	700.00
90682	3/24/2022	11075	Cadient Talent, LLC	ATS Subscription	30,644.00
90683	3/24/2022	11691	Leslie Trevizo	Macrame Class March 15	300.00
90684	3/24/2022	11911	Be A Lifesaver Foundation, Inc.	SW - CPR/First Aid Class Mar	875.00
90685	3/24/2022	11916	Tire Works	Various	1,042.56
90686	3/24/2022	11952	Ozo Edu Inc.	Ozobot Marker Order Revised	83.00
90687	3/24/2022	11958	Kristina Hergott	Garden Market artist 3-19-22	100.00
90688	3/24/2022	12009	Farid Matraki	Overpayment on Library Acct.	44.94
90689	3/24/2022	12017	Ants in the Pants Productions	Workshops at WC Jan-Mar	480.00
90690	3/24/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	1,017.91
90691	3/24/2022	2053	Matthew Bender & Co., Inc.	NV Court Rules 22 v2	1,004.56
90692	3/24/2022	2117	Multi-Cultural Books & Videos, Inc.	Library Books & Materials for FY 2021-22	990.55
90693	3/24/2022	2159	AT&T SBC	Service 03/11/22-04/10/22	308.52
90694	3/24/2022	2494	Southwest Gas Corp.	Service 02/09/22-03/10/22 EV	4,518.62
90695	3/24/2022	2772	Xerox Corporation	Meter usage 01/06/22-01/30/22	426.34
90696	3/24/2022	4117	Television Monitoring Services, Inc.	Channel 5 Segment - 2.25.22	50.00
90697	3/24/2022	5026	Nevada State Treasurer	Mandated Court Payment	6.00
90698	3/24/2022	6149	Beaverton City Library	A Sobering Coincidence	30.16
90699	3/24/2022	6224	Cambridge University Press	Hist Stats of the US	153.00
90700	3/24/2022	7369	SYNCHRONY BANK/AMAZON	Amazon 031522	14,301.18
90701	3/24/2022	9104	AV Vegas	14" Remo Djembe with stand	703.00
90702	3/24/2022	9966	The Sherwin-Williams Co.	Various	163.30
90703	3/24/2022	9997	Ryan Guzman Seco	R Guzman Garden Market 3-19-22	100.00
90704	3/31/2022	10036	Vegas City Opera	DW Vegas City Opera March 2022	500.00
90705	3/31/2022	10084	A Public Fit	Staged Reading Stop Kiss- Mar 2022	1,000.00
90706	3/31/2022	10095	Kenneth Lamug	Chalk Artist for SM 3-26-22	175.00
90707	3/31/2022	10178	Orlando Javier Montenegro-Cruz	Chalk Artist for SM 3-26-22	175.00
90708	3/31/2022	10830	K.D. Matheson	Chalk Artist for SM 3-26-22	175.00
90709	3/31/2022	10930	Business Enterprises of Nevada	MQL: Cafe Management	1,606.00
90710	3/31/2022	1115	TA Appliance Parts Company, Inc.	CH: Break Rm - Ice Maker Kit	164.23
90711	3/31/2022	11649	Adventure Entertainment Americas LLC	Women's Adventure Film Fest- March 2022	1,000.00
90712	3/31/2022	11656	BKI Corp.	Deposit for 4/2 shows	3,750.00
90713	3/31/2022	11671	Marc B. Leeds	BE PD & Onboarding w/HR	94.50
90714	3/31/2022	11693	Richard James Cisneros	LV Classica Music - Concert Series 3/21	1,000.00
90715	3/31/2022	11715	Michael Klein	DW LV Classical Guitars 2/6/22	300.00
90716	3/31/2022	11859	Hyena-Empire Studio Inc.	Chalk Artist for SM 3-26-22	175.00
90717	3/31/2022	11860	Brian Martinez Art LLC	Chalk Artist for SM 3-26-22	175.00
90718	3/31/2022	11874	Brushwood Creations	Woodworking - WH 3/14	420.00
90719	3/31/2022	11898	Biznet LLC	Homebuyer Workshop Series - 3/16 RB	333.00
90720	3/31/2022	11961	Leaping Lizards Music	Children's music concert -WM 3/20	2,750.00
90721	3/31/2022	11962	Zeniines LLC	one childrens music show at WV	2,750.00
90722	3/31/2022	11967	Eyob Mergia	Chalk Artist for SM 3-26-22	175.00

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 2/22/2022 through 3/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
90723	3/31/2022	11968	Fernando Reyes	Chalk Artist for SM 3-26-22	175.00
90724	3/31/2022	11970	Joycelyn Goldstein	Chalk Artist for SM 3-26-22	175.00
90725	3/31/2022	11971	Evan Namkung	Chalk Artist for SM 3-26-22	175.00
90726	3/31/2022	11972	Jorge Ceja	Chalk Artist for SM 3-26-22	175.00
90727	3/31/2022	11973	BeezleBug Bit, LLC	Chalk Artist for SM 3.26.22	175.00
90728	3/31/2022	11976	Suzanne D. Acosta	Chalk Artist for SM 03-26-22	175.00
90729	3/31/2022	11977	Q'shaundra CJ James	Chalk Artist for SM 3-26-22	175.00
90730	3/31/2022	12001	The Amazing Max LLC	One magic show/One workshop Mar 2022	4,400.00
90731	3/31/2022	12006	Sydney Wingale Sukhee	BE & HR Onboarding 03/25	94.50
90733	3/31/2022	12019	Cozbi Amaya	Refund for returned item	40.00
90734	3/31/2022	12020	Indigenous Educators Empowerment	Performance at SM Chalk Fest 03/26	500.00
90735	3/31/2022	12022	The State Historical Society of Missouri	ILL prepay for microfilm	15.00
90736	3/31/2022	12023	Yonas D. Girma	Refund for returned item	51.99
90737	3/31/2022	12025	Nikita D. Curry	BE & HR Onboarding 2022	94.50
90738	3/31/2022	12026	Bethany Lowery	HR Onboarding 2022	40.50
90739	3/31/2022	1577	FedEx	Express Services - Mar 2022	887.13
90740	3/31/2022	2097	Moapa Valley Telephone Co. Inc.	Service 03/26/22-04/25/22	974.68
90741	3/31/2022	2175	NV Energy	Service 02/17/22-03/21/22 CH	8,359.81
90742	3/31/2022	2494	Southwest Gas Corp.	Service 02/17/22-03/18/22 WV	1,045.56
90743	3/31/2022	2838	Verizon Wireless	Service 02/15/22-03/14/22	6,692.58
90744	3/31/2022	3755	Las Vegas Brass Band	LVBB 2021-2022 Concert 3/20/22	700.00
90746	3/31/2022	4540	Robert Half	Temp Services for 1/21/22	17,855.20
90747	3/31/2022	6301	Cobalt Truck Equipment	#s 60 & 62: Truck Parts	333.52
90748	3/31/2022	6782	McFadden-Dale Industrial Hardware	CH: HVAC Hardware Bolts	65.92
90749	3/31/2022	6817	Reliance Connects	Service Apr 2022	632.82
90750	3/31/2022	8731	UNUM Life Insurance Co. of America	Premium April 2022	299.40
90751	3/31/2022	9895	National Benefit Services, LLC	Admin Fee - February 2022	509.50
90752	3/31/2022	9937	AFLAC Premium Holding	Premium March 2022	2,475.74
90753	3/31/2022	9945	Texas Life Insurance Company	Premium March 2022	230.05
90754	3/31/2022	9966	The Sherwin-Williams Co.	Various	63.24
Total 100 - General Fund					2,389,773.46

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

Grant Fund - 220
From 2/22/2022 through 3/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14403	2/22/2022	10114	Vickie Thompson	ABE Virtual Acad Adv 340 1/4-2/10	1,944.00
14439	2/22/2022	4042	Baker & Taylor, Inc.	AXIS360 E-media Materials	5,347.43
14482	2/28/2022	8797	Natalia Hiscock	Sub ELV INT 300 2/15/22	81.00
14485	2/28/2022	9383	Office Plus	Oem toner hp 410x black - WV	484.96
14524	3/7/2022	3020	Discount School Supply	Sparkling Flower Jewels - OR	31.21
14563	3/14/2022	11713	Joseph Canaday	CC AM ADV 315 1/25-3/8/22 CC	1,944.00
14565	3/14/2022	11784	Cory Allen Starkes	72h CC INT 314 1/24-3/7	1,944.00
14566	3/14/2022	11796	Cheri Ann Licha	12h HSE Prep 339 Sat only 2/12-2/26	324.00
14567	3/14/2022	11897	David Glenn Harrington	ELV AM INT 300 1/24-3/7	1,863.00
14584	3/14/2022	4042	Baker & Taylor, Inc.	AXIS360 E-media Materials	5,317.76
14602	3/14/2022	8797	Natalia Hiscock	3h Sub WC 325 2/23/22	81.00
14613	3/21/2022	10829	Ewa Honik	CC S&W 332 1/21-3/14	1,890.00
14615	3/21/2022	10880	Michelle Holstein	ELV S&W VIRTUAL 1/24-3-14	1,890.00
14617	3/21/2022	11598	Joseph F. Cortese	WC AM 325 1/28-3/10	1,863.00
14619	3/21/2022	11672	Vickie Michelle Ford	ABE Transition Adv 341	1,944.00
14623	3/21/2022	11872	Dione Thompson	HSE Prep 339 1/15-3/12	432.00
14624	3/21/2022	11897	David Glenn Harrington	Virt AIR PD 3/11/22	1,890.00
14633	3/21/2022	1897	Lakeshore Learning Materials	Puppet Theater - OR	601.30
14645	3/21/2022	3677	Maria Cecilia P. Ordinario	WM AM INT 324 1/26-3/9	1,944.00
14651	3/21/2022	7289	Allison Socha	SW AM INT 311 2/1-3/15	1,944.00
14660	3/21/2022	8797	Natalia Hiscock	Sub RB AM 222 3/14	81.00
14663	3/21/2022	9143	Henry Marshall	ELVCC AM 304 1/26-3/9	1,944.00
14669	3/21/2022	9511	Manny David Ford	ELV AM ADV 301 1/26-3/9	1,944.00
14671	3/21/2022	9566	Diana Marshall	Virtual AIR PD 03/11/22	1,944.00
14677	3/28/2022	11006	Michael Shon Thrower	WH AM 309 1/31-3/16 WH	1,944.00
14678	3/28/2022	11123	Tenera Curtina Sanders	CC PM VIRT ADV 320 1/25-3/15	1,822.50
14680	3/28/2022	11784	Cory Allen Starkes	ELV PM L INT 305 1/26-3/16	1,890.00
14682	3/28/2022	11872	Dione Thompson	ABE/HSE Basic Math/Science 2/2-3/16	1,944.00
14685	3/28/2022	11932	Vicki Free	CC PM BEG 318 1/25-3/15	1,890.00
14707	3/28/2022	4042	Baker & Taylor, Inc.	AXIS360 E-media Materials	5,306.86
14716	3/28/2022	7289	Allison Socha	CIT PM VIRT 328 1/26-3/16	1,890.00
14723	3/28/2022	9143	Henry Marshall	ELV ADV PM 303 2/8-3/15	1,350.00
90568	2/24/2022	10991	Transmission, Inc.	Video production - LSTA Grant	17,000.00
90617	3/10/2022	11671	Marc B. Leeds	WV 338 1/25/22-3/8/22 WV	1,944.00
90619	3/10/2022	11934	Karol Belaustegi	Sub RB PM 323 2/22-2/23 RB	2,079.00
90648	3/17/2022	11671	Marc B. Leeds	VIRTUAL AIR PD 3/11/22	1,890.00
90659	3/17/2022	12006	Sydney Wingale Sukhee	Sub VIRTUAL CONV 3/11-3/12	67.50
90671	3/17/2022	7553	Jonathan Lynn Tharp	SV AM 326 1/31-3/14	1,944.00
90680	3/24/2022	10998	Sprint	Service 01/27/22-02/26/22	569.76
90732	3/31/2022	12010	NAEYC	FFN NAEYC memberships	8,100.00
Total 220 - Grant Fund					91,305.28

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Las Vegas - Clark County Library District
Check/Voucher Register

Gift Fund - 230
From 2/22/2022 through 3/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14448	2/22/2022	10746	Santiago Ricoy	EV Tech Instruction	800.00
14466	2/22/2022	8122	Staples Advantage Dept LA	Document frame 8.8x11 - EV	68.66
14486	2/28/2022	11919	Jazz's Office, LLC	Foundation Monthly Accounting	60.00
14496	2/28/2022	9618	Andson, Inc.	Tutor Prof Dev - January 28, 2022	2,293.77
14539	3/7/2022	10746	Santiago Ricoy	EV Tech Instruction - February 2022	800.00
14607	3/7/2022	8122	Staples Advantage Dept LA	Crayola washable - MQ	195.31
14609	3/14/2022	9821	Liquid Courage	SW Gallery Opening	1,275.00
14625	3/21/2022	10523	Blake Hament	BBTTC Mentors	800.00
14681	3/21/2022	11919	Jazz's Office, LLC	Foundation Accounting	60.00
90614	3/28/2022	11829	Nonprofit Megaphone LLC	Google Grant Mgmt Serv. Renewal	2,745.00
90678	3/10/2022	10539	Jonathan Watson	EN DJ instruction	168.00
	3/24/2022	10359	Engineering for Kids	WV EFK classes 01/13 - 05/19	5,400.00
Total 230 - Gift Fund					14,665.74

Final Regular Board of Trustees Meeting- April 21, 2022 - Item VII- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

Capital Projects Fund - 510
From 2/22/2022 through 3/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14422	2/22/2022	1455	Dell Marketing L.P.	WV Computer Lab Replacements/Upgrade	50,840.00
14456	2/22/2022	9758	ConvergeOne, Inc.	Router Replacements/Cox WAN upgrade	1,200.60
14499	3/7/2022	11601	Vintage King Audio	Yamaha MBCL meter bridge	2,473.91
14606	3/14/2022	9431	B&H Photo-Video	Televisions Q60A 75" 4K Samsung qled	2,452.03
14637	3/21/2022	2686	Simply Covered, Inc.	LA-Reupholster 2 Benches	470.00
14654	3/21/2022	8122	Staples Advantage Dept LA	Puff print round - RB	622.18
14656	3/21/2022	8511	GHA Technologies	ECF Funded Chromebooks for school	56,000.00
14706	3/28/2022	3435	Ace Fire Systems, Inc.	Various: Fire Sprinkler & Alarm Tests/Insp's	9,342.67
14726	3/28/2022	9454	Apple Inc.	Laptops for new BAM staff	6,216.00
90647	3/17/2022	11009	KME Architects	WH: YS Restroom - Arch'l Design	8,853.82
Total 510 - Capital Projects Fund					138,471.21
Total - All Funds					2,634,215.69



ITEM VII.A.3.b.

MEMORANDUM

TO: Board of Trustees through Mr. Kelvin Watson, Executive Director

FROM: John Vino, General Services Director

DATE: March 31, 2022

SUBJECT: General Services Report, April 2022

This report provides an overview of the primary accomplishments, initiatives and District-Wide activities for the General Services Division for the month of March 2022.

POWERFUL PLACES

West Las Vegas Relocation

New Building Programming

Our West Las Vegas Community Meeting was held on March 21, 2022 in the West Las Vegas Library Theater – The purpose of the meetings was to share information about the proposed new Library, as well as receiving patron feedback via a Q & A, Activity Boards, and a detailed questionnaire. Approximately, 120 community members participated in the meeting.

The meeting included presentations by:

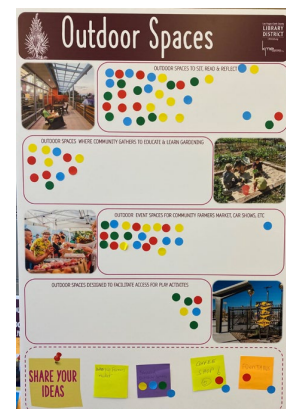
- Claytee D. White - History of the Historic Westside
- Councilman Crear – City of Las Vegas’s plans for the existing buildings
- Director Watson and John Vino – Proposed Library - Vision and Design
- KME - Building and Site Inspirations

Also present on the panel was Trustee Keith Rogers, Leo Segura, Library Operations Director and, Shaundell Newsome of SUMNU Marketing. After the presentation, there was a question and answer period.

Community members were requested to participate in our Activity Board style surveys, which were located in the lobby. These activities focused on specific programming and design questions, such as:

- What does your Dream Library look like?
- What type of Makerspaces would you like to see?
- What services are important in a Business & Career Center?
- What would you like to see in your Event Center?
- What would like to see for your Outdoor Space?

Patron placed stickers by importance, or could write in their own preferences.



General Services – March 31, 2022 – Page 2

In addition, a more detailed questionnaire was developed (see attached copy). These questionnaires were available in the branch during the month of March, on-line and were also handed out at the Community Meeting. We are in the process of recording and evaluation the responses, which will be included in the final Programming Document.

We are working on finalizing the completed programming document with a presentation to the Board at the May meeting.

Facilities Master Plan Update

The District continues to pursue the goals and intent of the Facilities Master Plan Decision Framework. While the District continues to recover from unanticipated setbacks, it remains focused on our strategy to be forward-thinking and to ensure the Library District remains ahead of the curve in terms of changes in the economy, demographics, consumer behavior, information distribution, technology and the capital renewal of our facilities.

The challenges outlined in our Master Plan are still valid today; the Library District must balance the need to preserve and grow the value of existing facility assets as well as meet the needs of our expanding population with potentially new facilities.

The decision framework itself was designed to be a flexible tool as conditions change and as new decision criteria are developed. Since developing the Facilities Master Plan, the impact of the pandemic, budgets, staffing changes and new technology and programming advancements have influenced our direction. While these changes are easier to incorporate into new facilities, the challenge remains in upgrades to our existing facilities.

The Facilities Master plan did identify programing priorities and service needs for existing libraries. At the direction of Director Watson, we are moving forward with identifying branch locations with the greatest service needs, reassessing and evaluating renovation requirements and implementing these changes.

This fiscal year we have completed priority upgrades to West Las Vegas Library and are working on branch upgrades to the Spring Valley Library. General Services, working with Library Operations, continues to identify and prioritizing branches for these refreshes.

In the upcoming fiscal year, we have identified and budgeted for refreshes for the Whitney Library, Enterprise Library as well as the West Charleston Library. We will continue to evaluate the remaining branches to identify refresh priorities based on services needs and budget consideration.

POWERFUL PARTNERSHIPS

Hope For Prisoners

Director Watson, Dr. Roslyn Dean and I met with Jon Ponder for a tour of their new center on Rancho Drive. Hope for Prisoners is District partner that offers a variety of training programs for its clients to build and strengthen skills necessary for employment readiness, leadership development and success throughout the reintegration process. Dr. Roslyn Dean and I also attended the ribbon cutting and opening of the center on April 1st.

General Services – March 31, 2022 – Page 3

At the direction of Director Watson, we will be working with this group to develop a dedicated Library space at this location. We will offer a digital library with access to reading materials, downloadable materials as well as learning databases for children, teens, and adults, homework help, The library district will also provide a collection of donated children's books. We plan to use the library space in the future to provide regular library-sponsored outreach activities, including children's story time programs, parents can read to their children.

Workforce Connections

West Charleston Library – The District finalized an arrangement to host an Employ NV Youth Hub. In partnership with LVCCLD, CCSD, CSN, and featured employers and other partners, this program focuses on connecting youths to careers. As part of the partnership, Workforce Connections will be providing to the District a dedicated Teen Zone as well as required furniture.

Mesquite Library - District finalized an arrangement with Workforce Connections to change to a Employ NV Business HUB as its primary focus. The Employ NV Business Hub is an employer-focused center concentrating on the employment and training needs of businesses. Workforce training and placement for individual seeking employment will still be available. This change was requested by the District due to several manufacturing companies making commitments to opening plants in the area and the need to connect those businesses to those seeking employment.

Clark County Library – We are working with Workforce Connections to move their location from the first floor to the main lobby. This will allow better access for patron as well as our ability to better promote their available services.

POWERFUL PARTNERSHIPS and POWERFUL PLATFORMS



Anytime Library and Sunrise Hospital – We will receive and installed our first Anytime Library the week of April 4th at the Windmill Library, where it will undergo District testing for several weeks.

Director Watson, JoAnn Prevetti and I met with staff from the Sunrise Hospital. They agreed to be our hospital partner for an Anytime Library location.

COVID Update

We will continue to stay apprised of all COVID-19 protocol updates from the CDC and SNHD for the forcible future.

Home COVID Tests - The District has completed the distribution of 10,200 units of the State's ACON FlowFlex at-home COVID test kits to patrons and staff. We requested an additional 10,200 test kits from the State, these were received and will be distributed as needed.



West Las Vegas Library Planning Survey 2022

Greetings:

The Las Vegas-Clark County Library District needs your feedback as we explore the possible expansion of programs and services at the West Las Vegas Library branch.

Please fill out this anonymous survey and return it to the West Las Vegas Library, located at 951 West Lake Mead Blvd., Las Vegas, NV 89106. The deadline is Thursday, March 31, 2022.

1. Thinking about the library and the community it serves, how important is each of the following:

	Very Important	Moderately important	Less important	Not important	No opinion
Borrowing books, DVDs, CDs, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Downloading digital books, music, movies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Programs and classes for adults	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Programs and classes for children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Computers, printers, other technology, and the internet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assistance using technology and technology equipment, personal and library-owned	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Small community meeting rooms	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Large community meeting/program room	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Private individual/group study rooms	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Separate quiet areas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Art exhibit space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Very Important	Moderately important	Less important	Not important	No opinion
"Office" space for entrepreneurs, start-ups, work-at-home individuals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Job and career resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Library staff available to assist with research, technology, and searching	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gaming space/room	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maker space (3-D printers, craft equipment such as sewing machines, jewelry making equipment, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanded learning opportunities for the community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanded open hours	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Support for the local business community (i.e. research assistance, computer training)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanded partnerships with community organizations, schools, groups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provides a space for meeting and interacting with neighbors and friends	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Place to meet new people and make new friends	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Delivery of library materials to the homebound	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

2. Members of my household would use the library more if there were (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> More public computers | <input type="checkbox"/> A unified area for tweens/teens/young adults |
| <input type="checkbox"/> More comfortable seating | <input type="checkbox"/> The books, DVDs, CDs, and other parts of the collection were easier to access (i.e. lower shelving, more space around materials, more displays of materials.) |
| <input type="checkbox"/> Quiet study areas | <input type="checkbox"/> Hours of public service were different/expanded |
| <input type="checkbox"/> Comfortable seating with natural lighting and outdoor views | <input type="checkbox"/> More places to use personal computers (access to electrical outlets, seating to accomodate equipment) |
| <input type="checkbox"/> A small meeting room for community use | <input type="checkbox"/> More public programs on topics of interest |
| <input type="checkbox"/> Small study rooms for individuals or groups | <input type="checkbox"/> Expanded parking |
| <input type="checkbox"/> A larger, unified area for children's activities | <input type="checkbox"/> An expanded selection of museum passes to borrow |

Other (please specify)

3. If the library redesigned its space, which of the following would you like to see (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Small meeting rooms | <input type="checkbox"/> Incorporation of outdoor space into library space (reading garden for example) |
| <input type="checkbox"/> Expanded/unified children's area | <input type="checkbox"/> Staff were more visible, easier to find |
| <input type="checkbox"/> Expanded/unified tween/teen/young adult area | <input type="checkbox"/> Signage was improved |
| <input type="checkbox"/> Private study/small group study rooms | <input type="checkbox"/> Lighting was improved |
| <input type="checkbox"/> Expanded leisure seating area | <input type="checkbox"/> More natural air could flow through the building |
| <input type="checkbox"/> Separate children's program and craft/creative learning area | <input type="checkbox"/> Art exhibit area |
| <input type="checkbox"/> More open floor space | <input type="checkbox"/> Ability to access the public meeting space when the library is closed |
| <input type="checkbox"/> More accessible shelving for books, DVDs, CDs, etc. | <input type="checkbox"/> Space for historical collections |
| <input type="checkbox"/> More parking | |

Other (please specify)

4. What is your age group?

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> 14 and younger | <input type="checkbox"/> 40-59 |
| <input type="checkbox"/> 15-24 | <input type="checkbox"/> 60-75 |
| <input type="checkbox"/> 25-39 | <input type="checkbox"/> 76 and older |

5. What do you value most about the West Las Vegas Library?

6. How does the library benefit you and/or the community?

7. Are there new programs, services, equipment, or other improvements you think would enhance the library and result in your using the library more?

8. Are there physical changes that you think would enhance the library and result in you using it more?

Thank you!

ITEM VII.A.3.c.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Jeff Serpico, Human Resources Director

DATE: March 31, 2022

SUBJECT: Human Resources (HR) Report, April 2022

Section (1) of this report, *Fiscal Year HR Goals and Objectives (Plays)*, covers activity March 1 to March 31. This section provides updates on HR strategic and operational activities (Playbook).

Section (2) of this report, *Transactional Activity & Key Metrics*, covers administrative transactions (volumes) and key HR measures such as Turnover, Vacancy Rate, Training and Diversity. The section is presented as two separate dashboard reports (attached). Please note section (2) covers the activity from July 1, 2021 to March 31, 2022 (HR Dashboard). The one-month lag for reporting of HR transactional data allows for a full month of data presentation and the ability to meet the report submission deadline.

HR Report Contents:

- 1. Fiscal Year HR Goals and Objectives (Plays)**
- 2. Transactional Activity & Key Metrics (HR Administrative)**
 - a. HR Dashboard - Fiscal Year 2021-2022**
 - b. Diversity Dashboard - Calendar Year 2021**

1. Fiscal Year HR Goals and Objectives (Plays):

- **Develop and Maintain Competitive Total Rewards Program:**
 - Data (Benchmark Jobs, Comparable Organizations, and Current Pay & Benefits Structures/Programs) sent to *Koff & Associates*. Market survey in-process
 - Review of A-Team Analysis/Recommendation(s)
 - February 10, Board of Trustees Meeting - Complete
 - February 18, Special Board of Trustees Meeting - Complete
 - Recommendation New A-Team Pay Ranges - April
 - Indirect Compensation (Benefits) Survey Results
 - Presentation Board of Trustees Meeting - April

- Staff Employee Wellness survey launched on October 22 and closed on November 5 (Complete)
 - Rank of Interests (Wellness)
 - Stress Management
 - Mental Health
 - Work/Life Balance
 - Financial Wellness
 - Nutrition
 - Wellness Program (On-line Monthly Modules) scheduled to launch March 2022 - Complete
- **Develop, enhance and maintain intra-organizational communication methods and frequency to enhance employee engagement:**
 - 2022 CY Quarterly Labor Management meetings (scheduled):
 - February 15 - Complete
 - May 26
 - August 4
 - November 3
 - Town Hall meeting #3 (Post-Game - Date June/July TBD)
- **Develop and enhance organizational and individual development opportunities:**
 - *Customer Service* training feedback session with A-Team (Complete)
 - *Customer Service* training scheduled to begin in March (WebEx) - In-process
- **Evolve and champion a culture of Diversity, Equity, Inclusion, and Accessibility (DEIA):**
 - Districts DEIA Action Plan (Approved by Board of Trustees on July 8)
 - DEIA Plan, Goals and Board presentation added to Voyager page
 - DEIA Staff Survey (being researched)
 - Survey Providers First Screening
 - Pulsely - Complete
 - McBassi - Complete
 - WorkTango - Complete
 - Culture Amp - Complete
 - Outreach sub-groups established
 - Action Plan Drafted (Hispanic outreach)
- **Exit Interviews (Update November Inquiry)**
 - Current State - UKG system does not have field defined for "*Separation Reason*" and live interviews conducted only if requested
 - Action Items:
 - Define and implement "*Separation Reason*" field in UKG (Complete)
 - Engage 3rd party (Work Institute) as Exit Interview service (interviews and reporting) for all voluntary separations (Implementing)
 - Target Go-Live March - Implemented

2. Transactional Activity and Key Metrics:

- (a) Human Resources Dashboard 2021 - 2022 (attached)
- (b) Diversity Dashboard (Q1 attached, Q2 revision due to implementation of UKG System)

4/6/2022

LVCCLD HR DASHBOARD

FY2021-2022

LVCCLD FY 2021-2022 HUMAN RESOURCES DASHBOARD															
Metric	Quarter 1 of FY 2021-2022			Quarter 2 of FY 2021-2022			Quarter 3 of FY 2021-2022			Quarter 4 of FY 2021-2022			FY Running Total (RT) TOTAL FY 2020-2021	FY Monthly Average FY 2021-2022	Prior FY Monthly Average FY 2020-2021
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22			
A Total Employees (Headcount)	620	610	604	602	612	607	612	609	605				NA	609.00	642.36
B Full-Time Employees 60 hours or more (Headcount)	313	314	317	316	319	320	324	326	329				NA	319.78	309.64
C Part-Time Employees 59 hours or less (Headcount)	307	296	287	286	293	287	288	283	276				NA	289.22	332.73
D Full-Time-Equivalent (FTE-District)	NA	NA	NA	NA	NA	NA	NA	NA	NA				NA	NA	NA
E Average Years of Service (District)	9.9	10.0	10.1	10.5	10.0	10.1	10.0	10.1	10.0				NA	10.08	9.59
Talent Acquisition & Management															
F Open Positions (Budget) = 778	158	168	174	176	166	171	166	169	173				NA	169	136.00
G Positions Posted (Approved to Fill)	11	16	17	12	10	17	10	8	18				NA	13	7.00
H Applications Received	414	829	540	586	205	554	455	466	800				4849	539	507.00
I Interviews Conducted	7	16	13	14	14	13	7	16	17				117	13	5.55
J New Hires	5	3	8	7	15	4	10	5	8				65	7	2.45
K Promotions	4	4	5	6	4	7	8	7	8				53	6	3.73
L Lateral Transfers	0	0	1	6	0	0	0	2	1				10	1	1.10
M Demotions	0	0	1	1	0	0	0	0	0				2	0	0.55
N Employees Successfully Completing Probationary Period	5	1	2	0	5	5	0	0	8				26	3	1.55
O (1) Average Cost Per New Hire	\$19,886.00	\$2,698.00	\$25,019.00	\$26,076.59	\$ 39,596.61	\$ 10,045.99	\$48,301.69	\$19,797.99	\$34,516.17				\$225,938	\$25,104	\$10,366
Separations & Turnover															
P Total Separations from Employment	8	12	13	10	5	10	7	6	10				81	9	10.00
Q Voluntary Separations	8	10	12	10	5	9	6	6	9				75	8	9.45
R Involuntary Separations	0	2	1	0	0	1	1	0	1				6	1	0.55
S Turnover (Entire District)	1.29%	1.97%	2.15%	1.66%	0.82%	1.65%	1.14%	0.99%	1.65%				13.32%	1.48%	1.6% / *17.61%
T Turnover (Without Page Positions)	0.81%	0.65%	1.49%	1.32%	0.65%	1.31%	0.81%	0.65%	0.98%				8.67%	0.96%	2.19% / NA
U Annualized Twelve Month Turnover (Entire District)	15.48%	19.55%	21.64%	21.21%	18.93%	19.07%	18.31%	17.50%	19.98%				NA	19.07%	26.05%
V Vacancy Rate (Open Positions) / (Total Employees + Open Positions)	20.31%	21.59%	22.37%	22.62%	21.34%	21.98%	21.34%	21.72%	22.24%				NA	21.72%	17.49%
W Average Years of Service (Voluntary Separations)	1.5	2.5	5.6	7.9	2.1	8.9	6.3	7.8	6.8				NA	5.5	10.1
X Average Years of Service (Involuntary Separations)	5.7	4.3	12.9	0.0	0.0	15.8	2.7	0.0	0.1				NA	4.6	3.4
Training & Talent Development															
Y Employee Attending New Hire Orientation	5	3	8	7	15	4	7	7	9				65	7.22	2.45
Z Total Employee Training Encounters	173	27	178	77	108	144	22	60	129				918	102.00	92.73
AA Virtual	76	9	139	31	15	2	9	56	107				444	49.33	81.82
BB Live On-Site	88	14	34	43	90	139	7	3	19				437	48.56	7.09
CC External Conferences	9	4	5	3	3	3	6	1	3				37	4.11	3.82
DD Total Training Cost	\$6,049	\$3,584	\$6,296	\$1,055	\$4,078	\$3,002	\$6,244	\$138	\$3,114				\$33,560	\$3,728.91	\$5,031
EE Total Tuition Reimbursements	\$0.00	\$0.00	\$2,000	\$0.00	\$0.00	\$1,973	\$5,000	\$ 4,000.00	\$0.00				\$12,972.50	\$1,441.39	\$3,193
FF Undergraduate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,973	\$1,000	\$0.00	\$0.00				\$2,972.50	\$330.28	\$652
GG Graduate	\$0.00	\$0.00	\$2,000	\$0.00	\$0.00	\$0.00	\$4,000	\$4,000.00	\$0.00				\$10,000.00	\$1,111.11	\$2,541
HH (2) Annual Required Compliance Training Completion	98.5%	97.20%	97.80%	97.70%	97.20%	97.20%	97.20%	92.30%	92.30%				NA	96.38%	NA
Benefits & Wellness															
II Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	2	1	1	1	0	1	1	1	1				9	1.00	5.00
JJ Total Leave Hours Utilized	104.00	80.00	80.00	80.00	0.00	80.00	80.00	80.00	80.00				664.00	73.78	269.09

(1) 8% of Base Salary if less than \$35,000 & 10.5% of Base Salary if Greater than \$35,000 (Source SHRM 2020)

(2) January 21 - Begin new compliance training cycle.

* Annual

Restate = Yellow

NOTES:

EEC-4 Instruction Booklet - Race and Ethnicity match EEO1

Date: Jul 01/21

* No EEO

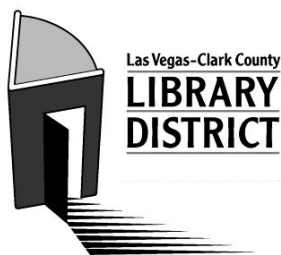
** No without Page Job Title - 484

*** July 2019 US Census Bureau - Clark County

Quarter 2 2021 (Final)

LVCCLD Diversity Dashboard 2021
(Quarter 2)

Race and Ethnicity Identification								*Clark County (CC)	*All District	%	Variance CC	**Without Page	%	Variance CC		
1	Hispanic or Latino (b)							31.60%	143	22.99%	-8.61%	97	19.96%	-11.64%		
2	White (Not Hispanic or Latino) (41.7%) white alone (a)							41.70%	305	49.04%	7.34%	250	51.44%	9.74%		
3	Black or African American (Not Hispanic or Latino) (a)							13.10%	66	10.61%	-2.49%	58	11.93%	-1.17%		
4	Native Hawaiian or Pacific Islander (Not Hispanic or Latino) (a)							0.90%	11	1.77%	0.87%	9	1.85%	0.95%		
5	Asian (Not Hispanic or Latino) (a)							10.40%	74	11.50%	1.50%	53	10.91%	0.51%		
6	Native American or Alaska Native (Not Hispanic or Latino) (a)							1.20%	3	0.48%	-0.72%	3	0.62%	-0.58%		
7	Two or More Race (Not Hispanic or Latino) (Combination - 2,3,4,5,6)							4.90%	20	3.22%	-1.68%	16	3.29%	-1.61%		
(b) Overlap 2 or more								103.80%	622	100.00%		486	100.00%			
Sex / Gender Identification								*Clark County (CC)	*All District	%	Variance CC	**Without Page	%	Variance CC		
1	Female							50.10%	423	68.01%	17.91%	318	65.43%	15.33%		
2	Male							49.90%	199	31.99%	-17.91%	168	34.57%	-15.33%		
3	Non Identifying							0.00%	0	0.00%	0.00%	0	0.00%	0.00%		
								100.00%	622	100.00%		486	100.00%			
Job Categories (EEO-4)								1	2	3	4	5	6	7	Total	
								Hispanic or Latino	White (Not Hispanic or Latino) (41.7%) white only	Black or African American (Not Hispanic or Latino)	Native Hawaiian or Pacific Islander (Not Hispanic or Latino)	Asian (Not Hispanic or Latino)	Native American or Alaska Native (Not Hispanic or Latino)	Two or More Race (Not Hispanic or Latino) (Combination - 2,3,4,5,6)		
1	Officials and Administrators							8	47	17	0	8	0	2	82	
2	Professionals							16	34	6	1	11	0	4	72	
3	Technicians							10	26	6	2	5	1	0	50	
4	Protective Service Workers							0	0	0	0	0	0	0	0	
5	Paraprofessionals							18	63	9	2	18	0	1	111	
6	Administrative Support Workers (Including Clerical and Sales)							101	137	26	4	36	3	10	317	
7	Skilled Craft Workers							0	2	0	0	0	0	0	2	
8	Service/Maintenance Workers							0	7	5	1	0	0	3	16	
Total								153	316	69	10	78	4	20	659	
Job Categories (EEO-4)								1	2	3	4	5	6	Job Class Count	Job Class % of all Positions	
								Hispanic or Latino	White (Not Hispanic or Latino) (41.7%) white only	Black or African American (Not Hispanic or Latino)	Native Hawaiian or Pacific Islander (Not Hispanic or Latino)	Asian (Not Hispanic or Latino)	Native American or Alaska Native (Not Hispanic or Latino)	Two or More Race (Not Hispanic or Latino) (Combination - 2,3,4,5,6)		
1.0	Officials and Administrators							8	47	17	0	8	0	2	82	12.62%
1.1	District Job Class %							9.76%	57.32%	20.73%	0.00%	9.76%	0.00%	2.44%	100.00%	Female 49 59.76%
1.2	Variance from CC							-21.84%	15.62%	7.63%	-0.90%	-0.64%	-1.20%	-2.46%		Male 33 40.24%
2.0	Professionals							16	34	6	1	11	0	4	72	11.08%
2.1	District Job Class %							22.22%	47.22%	8.33%	1.39%	15.28%	0.00%	5.56%	100.00%	Female 51 70.83%
2.2	Variance from CC							-9.38%	5.52%	-4.77%	0.49%	4.68%	-1.20%	0.66%		Male 21 29.17%
3.0	Technicians							10	26	6	2	5	1	0	50	7.69%
3.1	District Job Class %							20.00%	52.00%	12.00%	4.00%	10.00%	2.00%	0.00%	100.00%	Female 19 38.00%
3.2	Variance from CC							-11.60%	10.30%	-1.10%	9.10%	-0.40%	0.80%	-4.90%		Male 31 62.00%
4.0	Protective Service Workers - Outsourced							0	0	0	0	0	0	0	0	0.00%
5.0	Paraprofessionals							18	63	9	2	18	0	1	111	17.08%
5.1	District Job Class %							16.22%	56.76%	8.11%	1.80%	16.22%	0.00%	0.90%	100.00%	Female 85 76.58%
5.2	Variance from CC							-15.38%	15.06%	-4.99%	0.90%	5.82%	-1.20%	-4.00%		Male 26 23.42%
5.3	Non							0	0	0	0	0	0	0	0	0.00%
6.0	Administrative Support Workers (Including Clerical and Sales)							0	2	0	0	0	0	0	2	46.31%
6.1	District Job Class %							30.23%	46.18%	7.31%	1.65%	10.63%	0.66%	3.32%	100.00%	Female 233 77.41%
6.2	Variance from CC							-1.97%	4.48%	-5.79%	0.76%	0.23%	-0.54%	-1.58%		Male 68 22.59%
6.3	Non							0	0	0	0	0	0	0	0	0.00%
7.0	Skilled Craft Workers							0	2	0	0	0	0	0	2	0.31%
7.1	District Job Class %							0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	Female 0 0.00%
7.2	Variance from CC							-31.60%	58.30%	-13.10%	-0.90%	-10.40%	-1.20%	-5.90%		Male 2 100.00%
7.3	Non							0	0	0	0	0	0	0	0	0.00%
8.0	Service/Maintenance Workers							0	7	5	1	0	0	3	16	2.46%
8.1	District Job Class %							0.00%	43.75%	31.25%	6.25%	0.00%	0.00%	18.75%	100.00%	Female 0 0.00%
8.2	Variance from CC							-31.60%	2.05%	18.35%	5.35%	-10.40%	-1.20%	13.85%		Male 16 100.00%
8.3	Non							0	0	0	0	0	0	0	0	0.00%
Total								143	318	65	11	74	3	20	634	97.54%



ITEM IX.B.1.

AGENDA ITEM

APRIL 21, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item# IX.B.1.:

Possible Board discussion and action regarding the Executive Director's performance evaluation for the period of February 1, 2021 through February 1, 2022.

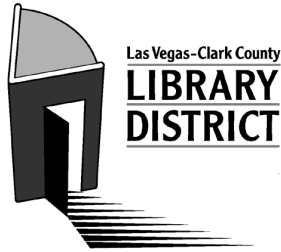
Background:

Kelvin Watson, Executive Director of the Las Vegas-Clark County Library District, began working for the District on February 1, 2021. This is his first performance evaluation. The Board shall annually evaluate Executive Director's job performance and, if the Board determines that Executive Director's Job performance has been satisfactory within the previous year, Executive Director's pay may be increased to such extent as the Board may determine that It Is desirable to do so.

At this time, the Board Chair will present a summary of Trustee feedback discussed at the Executive Session, using the attached LVCCLD Executive Director – Performance Evaluation Summary form. After approval by the Board, the summary will be attached to a copy of the Minutes of this meeting.

Recommended Action:

1. Motion to award the Executive Director an overall performance evaluation score of _____.
2. Motion to approve setting the Executive Director's salary at _____.



ITEM IX.B.2.

AGENDA ITEM

APRIL 21, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item# IX.B.2.:

Review of Employee Benefits (Indirect Compensation) survey results.

Background:

At the February 2021 Board of Trustees meeting, a motion was made, and approved, to freeze the annual base pay rates, and associated pay ranges, of the Administrative Team (formerly Executive Council) pending a formal compensation wage survey and evaluation performed by a 3rd party consulting firm

At the June 2021 Board of Trustees meeting, Koff & Associates was selected to perform a comprehensive wage analysis (survey) and evaluation of the District's, direct (Base Salary) and indirect (Benefits), compensation plans. The RFP's scope of work outlined two phases. Phase 1 would evaluate the base pay and salary ranges of the Administrative Team and Phase 2 would evaluate the base pay for all other positions. Phase 2 would also include a market survey and evaluation of all indirect compensation (Benefits) plans offered by the District.

Koff & Associates contacted and surveyed the following organizations to obtain Indirect Compensation (Benefits) data on comparable (benchmark) positions and benefits plans: Clark County Nevada, City of Las Vegas, Los Angeles County Library, Orange County Library, Maricopa County Library, City of Phoenix, Denver Public Library, Cuyahoga County Public Library, King County Library, Seattle Public Library and San Francisco Public Library.

Recommended Action:

For review only. No action required.



Koff & Associates
A Gallagher Company

Las Vegas Clark County Library District Benefits Survey Findings

Board Presentation
April 21, 2022

Comparator Agencies

1. City of Las Vegas
2. City of Phoenix
3. Clark County, NV
4. Cuyahoga County Library
5. Denver Public Library
6. King County Library
7. Los Angeles County Library
8. Maricopa County Library
9. Orange County Library
10. San Francisco Library
11. Seattle Public Library

Salaries were adjusted to reflect variances in the Cost of Labor

Introduction

- Koff & Associates collected benefits data from 11 comparator agencies between October and December 2021
- Benefits reported include:
 - Paid Time Off (Sick, Vacation, Holiday)
 - Medical, Dental, and Vision Insurance Contributions
 - Retirement Contributions
 - Life Insurance
 - Tuition Reimbursement
- The Administrative Team receives the same benefits as staff

District Benefits vs. Market Sick Leave

- District Provides 96 Hours Per year (Market Median = 96 Hours Per year)
- District Ranks #9 of 17 Respondents in Sick Leave Accrual
- District allows Unlimited Sick Leave Accruals
- District is among 8 of 17 Respondents which allows Unlimited Sick Leave Accruals
- The District allows for 60% of Unused Sick Leave Accrual to be paid upon separation for Employees with 3+ years of service
- 3 agencies do not provide a Sick Leave Cash-out program
- 6 agencies allow Sick Leave Cash-out upon retirement ranging from 20% to 100% of hours, or based on a specified # of hours on the books at retirement
- District's Sick Leave Cash-out benefit is roughly equal to the median of the market
- District is 1 of 3 agencies which allows employees to Cash-out Sick Leave upon separation of service for any reason
- 3 agencies allow employees to cash-out (or convert to vacation) unused sick leave annually

District Benefits vs. Market Vacation

- District Provides 144 Hours Per year after 1 Year of Employment
- Market Median = 96 Hours Per year after 1 Year
- District Ranks #8 of 28 Respondents
- District caps Vacation Accrual at 320 Hours
- Other agencies allow between 240 to 580 hours of Vacation Accrual Cap
- District's Vacation Cap is roughly equal to the Median in the Market

District Benefits vs. Market Holidays

- District Provides 120 Hours Per year of Fixed + Floating Holiday Pay
- Market Median = 96 Hours Per year
- District Ranks #3 of 14 Respondents
- Other agencies provide between 11 and 17 Paid Holidays per Year
- District's Holiday Pay of 15 Days Annually is above the Market

District Benefits vs. Market Medical Insurance Premiums

- District Pays 90% of Employee Only Medical Premium (\$550 per month)
- Median = 92% of Employee Only Premium (\$669 per month)
- District Pays 90% of Employee + Family Medical Premium (\$1601 / month)
- Median = 80% of Employee + Family Medical Premium (\$1819 per month)
- District pays greater % of premium but less in \$ per month vs. Market

District Benefits vs. Market Pension Contributions

- District Pays 100% of Employer and Employee Pension Contributions (29.75% of salary)
- Market Median = Employers pay 16.3% of salary and Employees Contribute 10.5% of salary toward Pensions
- Market Employers pay a range of 10.2% to 26.6% of salary toward Pensions
- District is ranked #1 in Market for Employee Pension Contributions

District Benefits vs. Market Life Insurance

- District provides Life Insurance of 2x annual salary to cap of \$200K
- Market Employers provide Life Insurance ranging from \$20K to 2x Salary to cap of \$400K
- Median is roughly \$75K of Life Insurance Provided
- District provides greater Life Insurance Benefits compared to market

District Benefits vs. Market Tuition Reimbursement

- District provides up to \$1,000 per year for undergraduate and \$2,000 per year for graduate tuition
- Market Employers provide a range of \$0 to \$10,000 per year
- Median is roughly \$5,000 per year for reimbursement
- District is below market in tuition reimbursement benefits

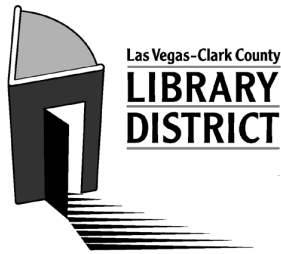


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Questions and Comments

Thank you!





ITEM IX.B.3.

AGENDA ITEM

APRIL 21, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item# IX.B.3.:

Discussion and Possible Board Action to implement the Wage Analysis compensation recommendations for the Administrative Team.

Background:

At the February 2021 Board of Trustees meeting, a motion was made, and approved, to freeze the annual base pay rates, and associated pay ranges, of the Administrative Team (formerly Executive Council) pending a formal compensation wage survey and evaluation performed by a 3rd party consulting firm. One of the primary goals of the evaluation would be to evaluate whether, or not, the District salaries and pay ranges (direct compensation) are externally competitive and reasonable within the defined market (library systems and local government).

At the June 2021 Board of Trustees meeting, Koff & Associates was selected to perform a comprehensive wage analysis (survey) and evaluation of the District's, direct (Base Salary) and indirect (Benefits), compensation plans. The RFP's scope of work outlined two phases. Phase 1 would evaluate the base pay and salary ranges of the Administrative Team and Phase 2 would evaluate the base pay for all other positions. Phase 2 would also include a market survey and evaluation of all indirect compensation (Benefits) plans offered by the District.

Koff & Associates contacted and surveyed the following organizations to obtain compensation data on comparable (benchmark) positions and benefits plans: Clark County Nevada, City of Las Vegas, Los Angeles County Library, Orange County Library, Maricopa County Library, City of Phoenix, Denver Public Library, Cuyahoga County Public Library, King County Library, Seattle Public Library and San Francisco Public Library. In addition, the Economic Research Institute's (ERI) database was utilized for additional data and all data was adjusted for geographical differences in employment cost.

At the February 2022 Board of Trustees meeting, a motion was made, and approved, to delay approving the recommended actions related to phase 1 pending the completion of the Benefits (Phase 2) portion of the comprehensive wage analysis. The actions, as amended, are being presented again today post presentation of the Benefits analysis.

Recommended Action:

Motion to authorize staff to implement the following compensation actions, related specifically to the Administrative Team, as reviewed and recommended by Koff and Associates:

1. Implement the pay grades and associated pay ranges recommended by Koff and Associates;
2. Freeze the pay ranges recommended by Koff and Associates for a period of 24-months; and
3. After July 1, 2022, on an annual basis, charge the Executive Director to provide a performance merit increase and general increase (COLA, Market etc.) recommendation to the Board of Trustees, independent of all Collective Bargaining Agreements, for approval.



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Las Vegas Clark County Library District Administrative Team – Total Compensation Review

Board Presentation
April 21, 2022

Introduction

- Koff & Associates collected salary and benefit data from 11 comparator agencies between October and December 2021
- Top step salaries from LVCCLD and Comparator Agencies were reported
- Benefits reported in Total Compensation (TC) include Agency-paid:
 - Retirement Contributions
 - Medical, Dental, and Vision Insurance Contributions
- The Administrative Team receives the same benefits as staff

Comparator Agencies

1. City of Las Vegas
2. City of Phoenix
3. Clark County, NV
4. Cuyahoga County Library
5. Denver Public Library
6. King County Library
7. Los Angeles County Library
8. Maricopa County Library
9. Orange County Library
10. San Francisco Library
11. Seattle Public Library

Salaries were adjusted to reflect variances in the Cost of Labor

Current Total Comp vs. Market Total Comp

Classification	Total Compensation Data					# of Matches
	Current Individual Salary w/Total Comp	90th Percentile (Annual)	% above or below	Median of Comparators (Annual)	% above or below	
Executive Director*	\$ 302,737	\$ 329,783	-8.2%	\$ 261,861	15.6%	9
Chief Information Officer	\$ 266,496	\$ 256,361	4.0%	\$ 209,073	27.5%	10
Chief Financial Officer	\$ 219,084	\$ 254,540	-13.9%	\$ 206,938	5.9%	11
Branding and Marketing Director	\$ 233,406	\$ 242,521	-3.8%	\$ 205,149	13.8%	8
Community Engagement Director	\$ 201,982	\$ 218,760	-7.7%	\$ 190,274	6.2%	7
Development and Planning Director	\$ 185,962	\$ 219,693	-15.4%	\$ 193,864	-4.1%	6
General Services Director	\$ 209,479	\$ 224,299	-6.6%	\$ 196,951	6.4%	8
Human Resources Director	\$ 204,039	\$ 234,371	-12.9%	\$ 201,102	1.5%	10
Library Operations Director	\$ 217,166	\$ 230,729	-5.9%	\$ 186,386	16.5%	9
		AVERAGE:	-8.7%	AVERAGE:	6.7%	
		MEDIAN:	-7.1%	MEDIAN:	6.3%	

Current Rates include 5.75% Adjustments

*Executive Director did not receive 5.75% salary adjustment

Total Compensation = Salary Plus Benefits

Proposed A-Team Salary Ranges

Salary Range	Minimum	Mid-Point	Maximum	A-Team Classes
12	\$130,000	\$150,491	\$174,212	All except CFO, CIO, and ED
13	\$138,500	\$158,016	\$182,923	Chief Financial Officer
14	\$143,325	\$165,917	\$192,069	Chief Information Officer
20	\$192,069	\$222,344	\$257,391	Executive Director

Current A-Team Salary Ranges

Salary Range	Minimum	Mid-Point	Maximum	A-Team Classes
138	\$115,948	\$153,437	\$188,846	All Except Executive Director
145	\$155,326	\$201,924	\$248,522	Executive Director

Proposed Total Comp vs. Market Total Comp

Classification	Total Compensation Data					# of Matches
	Proposed Maximum Total Comp	90th Percentile (Annual)	% above or below	Median of Comparators (Annual)	% above or below	
Executive Director*	\$ 351,252	\$ 329,783	6.5%	\$ 261,861	34.1%	9
Chief Information Officer	\$ 266,496	\$ 256,361	4.0%	\$ 209,073	27.5%	10
Chief Financial Officer	\$ 254,629	\$ 254,540	0.0%	\$ 206,938	23.0%	11
Branding and Marketing Director	\$ 243,327	\$ 242,521	0.3%	\$ 205,149	18.6%	8
Community Engagement Director	\$ 243,327	\$ 218,760	11.2%	\$ 190,274	27.9%	7
Development and Planning Director	\$ 243,327	\$ 219,693	10.8%	\$ 193,864	25.5%	6
General Services Director	\$ 243,327	\$ 224,299	8.5%	\$ 196,951	23.5%	8
Human Resources Director	\$ 243,327	\$ 234,371	3.8%	\$ 201,102	21.0%	10
Library Operations Director	\$ 243,327	\$ 230,729	5.5%	\$ 186,386	30.6%	9
		AVERAGE:	6.7%	AVERAGE:	24.5%	
		MEDIAN:	7.0%	MEDIAN:	24.5%	

*Executive Director did not receive 5.75% salary adjustment
Includes staff recommendations made to Board February 10, 2022
Recommendations include Salary at Median Plus 10.0%
Staff Recommends Freezing Top Salary Steps for at least 2 years
These recommendations actually decrease current salary maximums



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Questions and Comments

Thank you!

