

ITEM III.

**PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
Board of Trustees' Meeting
June 9, 2022**

DATE: Thursday, June 9, 2022

TIME: 5:00 p.m.

PLACE: West Charleston Library
6301 W Charleston Blvd,
Las Vegas, NV 89146 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

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to a maximum of forty-five (45) minutes for both periods of public comment. Remarks by speakers during the public comment period shall be limited to three (3) minutes, each. A speaker may not transfer time to another speaker; although, the chair has the authority to grant additional time to a speaker. When more than fifteen (15) people wish to comment, the chair shall proportionately reduce the time allotted to the forty-five minute maximum.

III. Board Action to accept Proposed Agenda (For possible action)

IV. Approval of Proposed Minutes (For possible action)

A. Regular Board Meeting, May 19, 2022

V. Chair’s Report

A. Possible Board discussion regarding the Chair’s report.

VI. 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

VII. Unfinished Business- None

VIII. 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 contract award for the purchase of theater lighting equipment for various District locations.
2. Discussion and possible Board action regarding contract award for the purchase of projectors, lens, equipment and materials for various District locations.
3. Discussion and possible Board action regarding contract award for property and casualty insurance and public officials and employment practices liability insurance for the policy year commencing on July 15, 2022.
4. Discussion and possible Board action regarding approval of terms and authorization for staff to enter into negotiations for an Interlocal Agreement with the City of Las Vegas for the exchange of the West Las Vegas Library building and related improvements for a City owned parcel, capital contribution, and other consideration for the construction of the new West Las Vegas Library and approval of Resolution No. 2022-01 regarding the same.
5. Increase Educational Assistance (Tuition Reimbursement) rates for the 2022 - 2023 budget year.
6. Discussion and possible Board action regarding the election of Board officers for Fiscal Year 2022-2023 and accompanying Resolution 2022-02.
7. Discussion and possible Board action regarding the approval for staff to make ongoing purchases of computer hardware and software, telecommunications hardware, and other related infrastructure improvements over \$75,000 for Fiscal Year 2022-2023.

IX. Announcements

The July Board meeting will be held on Thursday, July 14, 2022 at

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5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Rd, Las Vegas, NV 89101.

The August Board meeting will be held on Thursday, August 11, 2022 at 5:00pm. Location: Clark County Library, 1401 E Flamingo Rd, Las Vegas, NV 89119.

The September Board meeting will be held on Thursday, September 8, 2022, at 5:00pm. Location: West Las Vegas Library, 951 W Lake Mead Blvd, Las Vegas, NV 89106.

X. 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.

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.

XI. Executive Session regarding litigation, budget, and labor issues. If necessary, this will be a closed session estimated to require up to 45 minutes.

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.

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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, June 3, 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 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

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7060 Windmill Lane
Las Vegas, NV 89113

7. 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/H_GKIKHvSdY 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
May 19, 2022**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Windmill Library, Las Vegas, Nevada, at 6:00 p.m., Thursday, May 19, 2022.

Present:

Board:	B. Wilson, Chair	E. Foyt
	N. Waugh	K. Whiteley
	K. Rogers	J. Jiron
	F. Ortiz	J. Melendrez
	S. Ramaker	
Counsel:	G. Welt	
Absent:	K. Benavidez	
Staff:	Kelvin Watson, Executive Director	
	Numerous Staff	
Guests:	Melvin Green, KME Architects	
	Emanuele Arguelles, KME Architects	

The meeting began at 5:00p.m.

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

Public Comment (Item II) None.

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 April 21, 2022. (Item IV.) Trustee Waugh moved to approve the Minutes of the Board of Trustees Meeting held on April 21, 2022. Trustee Rogers second the motion.
There was no opposition and the motion carried.

Chair's Report (Item V.) Chair Wilson acknowledged and thank Director Watson for visiting the branches.

Library Reports (Item VI.)

Executive Director's Report Kelvin Watson, Executive Director reported about the graduation of the Inaugural Apprentice Person-In-Charge Program. The program was

(Item VI.A.)

developed to support and train the staff. It gave them opportunities to earn supervisory experiences that can help them promote by developing additional skills outside of their designated work classification. There were 14 graduates. On May 26, the Library District is invited to attend the Governor's High Speed Initiative to increase high-speed internet across the Silver State. This high-speed Nevada internet access will better connect the underserved, underserved communities, and improve access to government services, such as the Library District. On June 4th, the Library District will be partnering with Southern Nevada Regional Housing Authority to distribute 300 of the Chromebooks received as part of the Emergency Connectivity Funding. This will help the customers and patrons in partnership with the Southern Nevada Regional Housing Authority to provide access to equipment and services to help these individuals' educational needs.

Director Watson also reported that he was inducted to the 100 Black Men of Las Vegas Organization on May 10.

Director Watson presented the video of the Cell Phone Lending Program and the Best Buy Teen Center that recognizing some of the teens of the Library District's Center.

All other details can be found in the written report.

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

Chair Wilson wanted to point out and ask if there were any insight as to what is keeping the high incident level as a percentage of visitors. Leo Segura, Library Operations Director responded that he was able to give a direct response to the specifics. Director Watson responded that he reads all of the incident reports and there is no direct answer because as a public entity there are numerous disruptive customers that do not want to follow simple instructions and the incidents are ranging. The Library incidents fall in line in comparison measures to other Public Library incidents. Trustee Melendrez stated a perspective from the public health field, is that an outcome and impact from the pandemic, along with the shutdown in the Vegas/Nevada area has caused a fall out in the mental health and behavior health of people. Trustee Ortiz stated that he feels comfortable with the incidents because of the adding of armed security that helps with safety. Mr. Segura stated that the staff is doing all they can do and reporting as needed and following through.

Trustee Waugh acknowledged the branch manager, Billy Allen and staff at the Whitney Library reached out to the Homeless Alliance to assist with the launch of the iHeart Whitney program, to address the needs in the Whitney Community. Trustee Waugh thanked the Whitney team, Leo Segura, and Roslyn Dean, Library Operations Regional Manager for their innovative thinking and assistance.

Trustee Whiteley acknowledged the Customer Appreciation Day and how amazing all 25 branches worked to have successful events for their customers. Mr. Segura and Director Watson acknowledge Chantel Clark, Library Operations Regional Manager for creating Customer Appreciation Day for the Library District.

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

Betsy Ward, Branding and Marketing Director spoke about the partnership between the library District and Pizza Hut. The franchise consists of 45 Pizza Hut locations throughout Las Vegas Valley and they wanted to partner with educational organizations for the youth. After contacting the Youth Services Manager, Shanna Harrington and hearing about the Summer Learning Challenge, they committed to work with the Library District. Pizza Hut will attend the Summer Learning Challenge Kick-off event at East Las Vegas on May 21, donating 15 percent of their proceeds from the event to the Library District Foundation. They will also be including the Summer Learning Challenge brochures on every pizza box across the valley for a minimum of four weeks. Pizza hut has also agreed to donate personal pan pizzas for every child and teen that completes all three levels of the Summer Learning Challenge and a 30 percent off coupon to the adults that complete the challenge. Trustee Jiron thanked Ms. Ward for the Summer Learning Challenge brochures that were given out to the schools. (Personal Pan Pizzas were given to all Board Members)

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

Trustee Whiteley recognized Matt McNally, Community Engagement Director for being awarded the Western arts Alliance award for his leadership during the pandemic.

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

Trustee Waugh acknowledged JoAnn Prevetti, Development Director for the phenomenal work she has done in the last three months.

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

No questions.

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

Trustee Ortiz question if staff is being trained on the Board policy of no expenditures over \$50,000 unless they are brought to the Board. Floresto Cabias, Chief Financial Officer responded that General Services takes the lead on many of the purchasing processes since they have most of the contracts and Financial Services monitors but did agree staff is aware of the policy.

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

Trustee Ortiz questioned if the annual OSHA report has been turned in. John Vino, General Services Director responded that the report was attached to his February Board report and overall the numbers are low.

Mr. Vino, presented an update on the new proposed West Las Vegas project, along with Melvin Green and Emanuele Arguelles, principals of KME Architects. **[Attached presentation was presented into the record]**

**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 IX.A.)**

None.

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

**Public Hearing on
the Las Vegas-Clark
County Library
District Tentative
Budget for Fiscal
Year 2022-2023.
(Item VIII.B.1.)**

[Floresto Cabias, Chief Financial Officer presented pages 118-124 of attached presentation into the record]

Chair Wilson thanked Mr. Cabias for the organized presentation. There were no questions.

Trustee Rogers made a motion to convene the Public Hearing regarding the Las Vegas-Clark County Library District's Tentative Budget for Fiscal Year 2022-2023. Following the staff report, Board review, and public testimony, a motion is required to close the Public Hearing on the Tentative Budget. Trustee Waugh second the motion.

There was no opposition and the motion carried.

**Discussion and
possible Board
action to adopt the
Las Vegas-Clark
County Library
District's Final
Budget for Fiscal
Year 2022-2023.
(Item VIII.B.2)**

Trustee Rogers made a motion to adopt the final Las Vegas-Clark County Library District's Fiscal Year 2022 to 2023 Budget, subject to any modifications as directed by the Trustees and instruct staff to adjust estimated Fiscal Year 2022 to 2023 Revenues in accordance with the final estimates from the Department of Taxation provided such estimates are received in sufficient time for staff to make adjustments by the June 1st, 2022 filing date. Trustee Waugh second the motion.

There was no opposition and the motion carried.

**Announcements
(Item X.)**

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.

The August Board meeting will be held on Thursday, August 11, 2022 at 5:00pm. Location: Clark County Library, 1401 E Flamingo Rd, Las Vegas,

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NV 89119.

**Public Comment
(Item XI.)**

None.

**Adjournment
(Item XII.)**

Chair Wilson adjourned the meeting at 6:21 p.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

West Las Vegas Library

Programming Wrap-Up

Las Vegas-Clark County
**LIBRARY
DISTRICT**
LVCLD.org

kme
ARCHITECTS



Programming Goals

Proposed New West Las Vegas Library.

To complete a series of interactive sessions to receive feedback from Staff and the Community on:

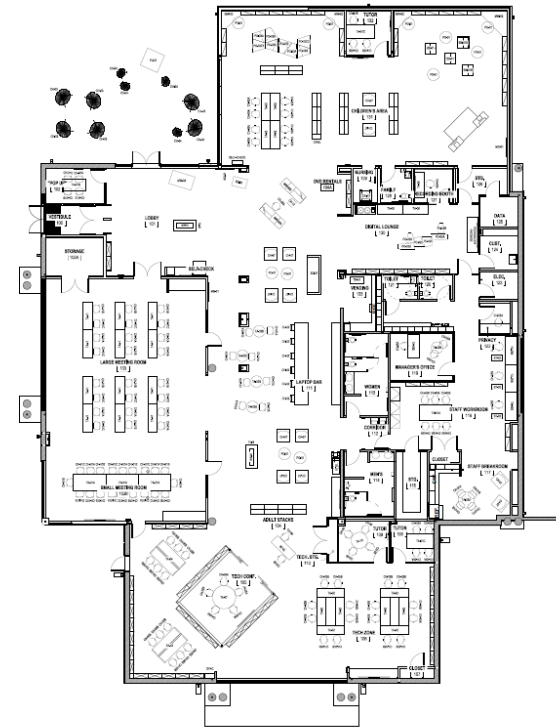
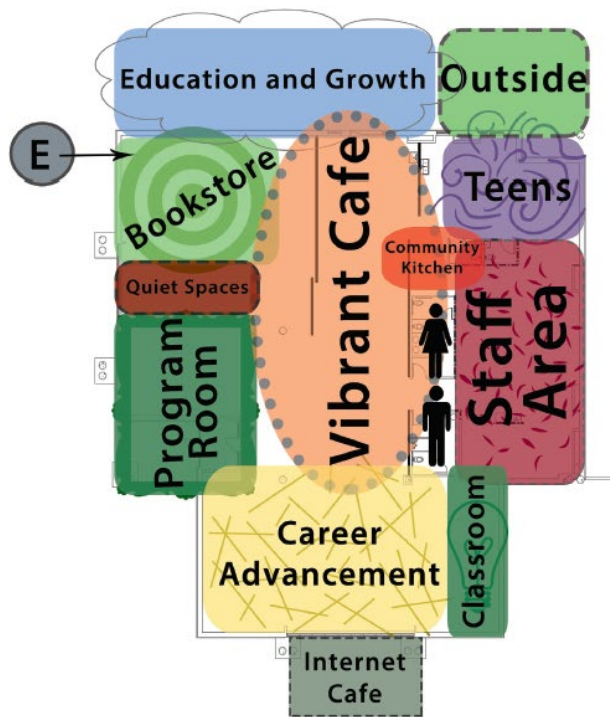
- Vision – **Innovation and Opportunities for Education.**
- Design Objectives .
- Space Objectives.
- Identification of future library services.

“The only thing you absolutely have to know is the location of your library.”
- Albert Einstein

NEEDS ASSESSMENT

Las Vegas-Clark County

LIBRARY



Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org

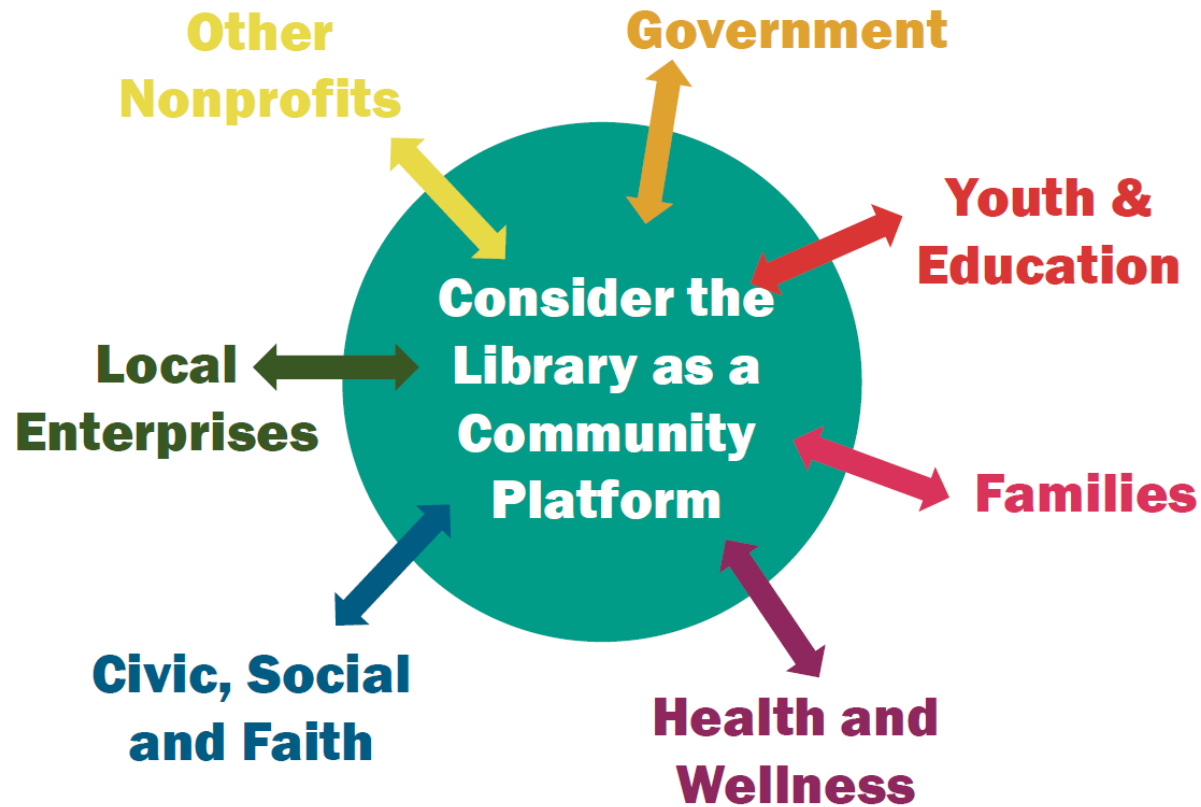
THE LIBRARY AS THE COMMUNITY ANCHOR



Branch on D Street - 1973
Lake Mead Branch opened 1989
Theater opened 1995

West Las Vegas Library

Las Vegas-Clark County
**LIBRARY
DISTRICT**
LVCCLD.org



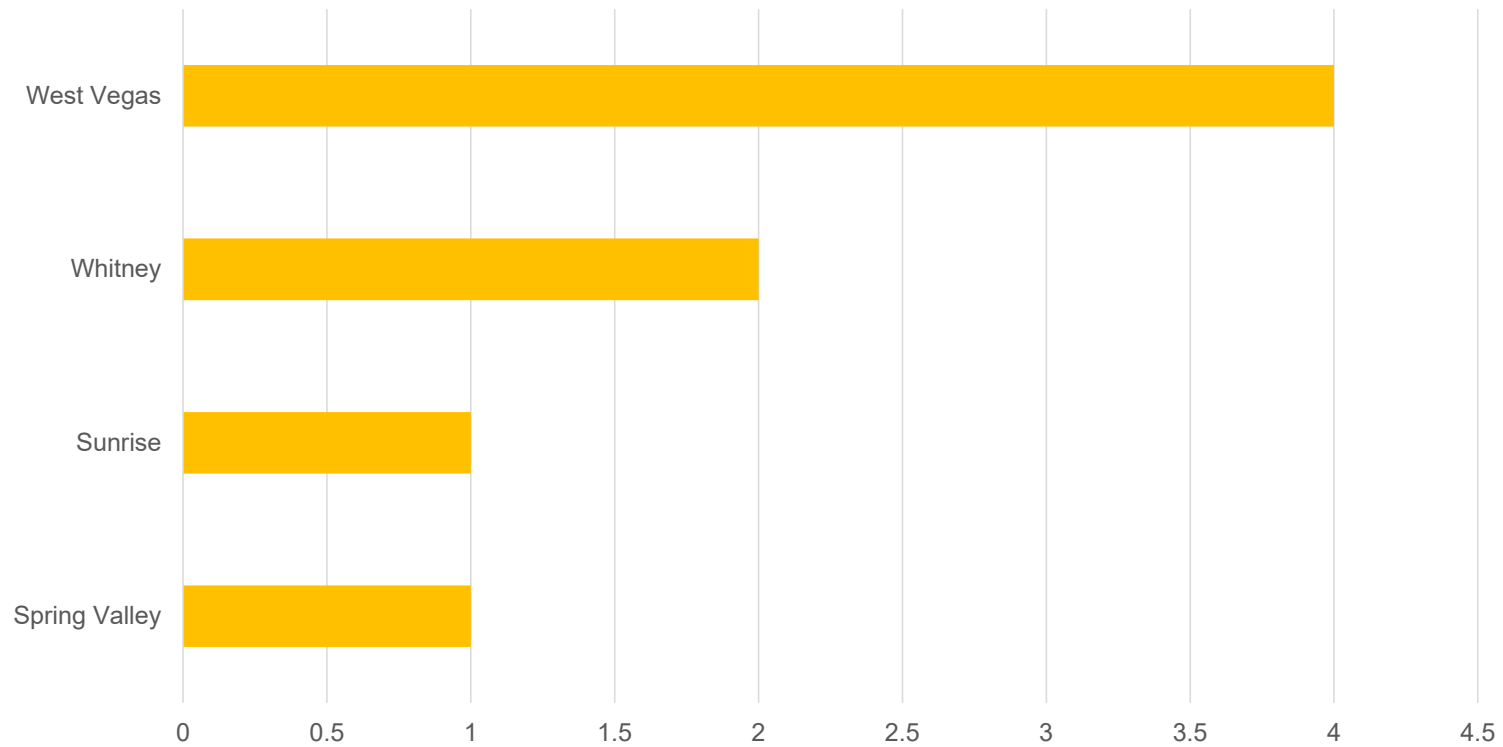
COMMUNITY NEEDS ASSESSMENT

Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org

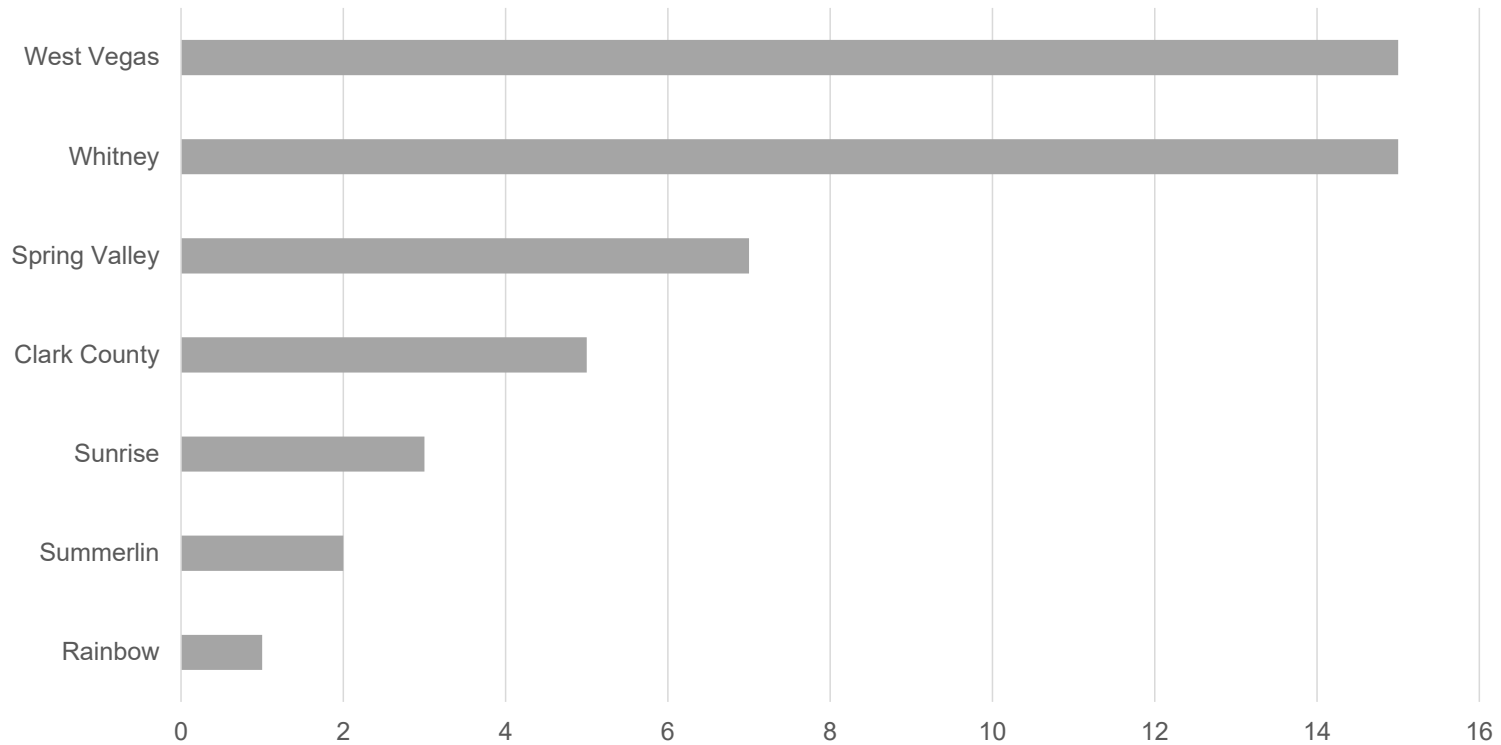
HIGHEST COMMUNITY NEED FOR PROGRAMS AND SERVICES



TOP COMMUNITY IMPACT

Las Vegas-Clark County
LIBRARY
DISTRICT
LVCCLD.org

TOP COMMUNITY IMPACT



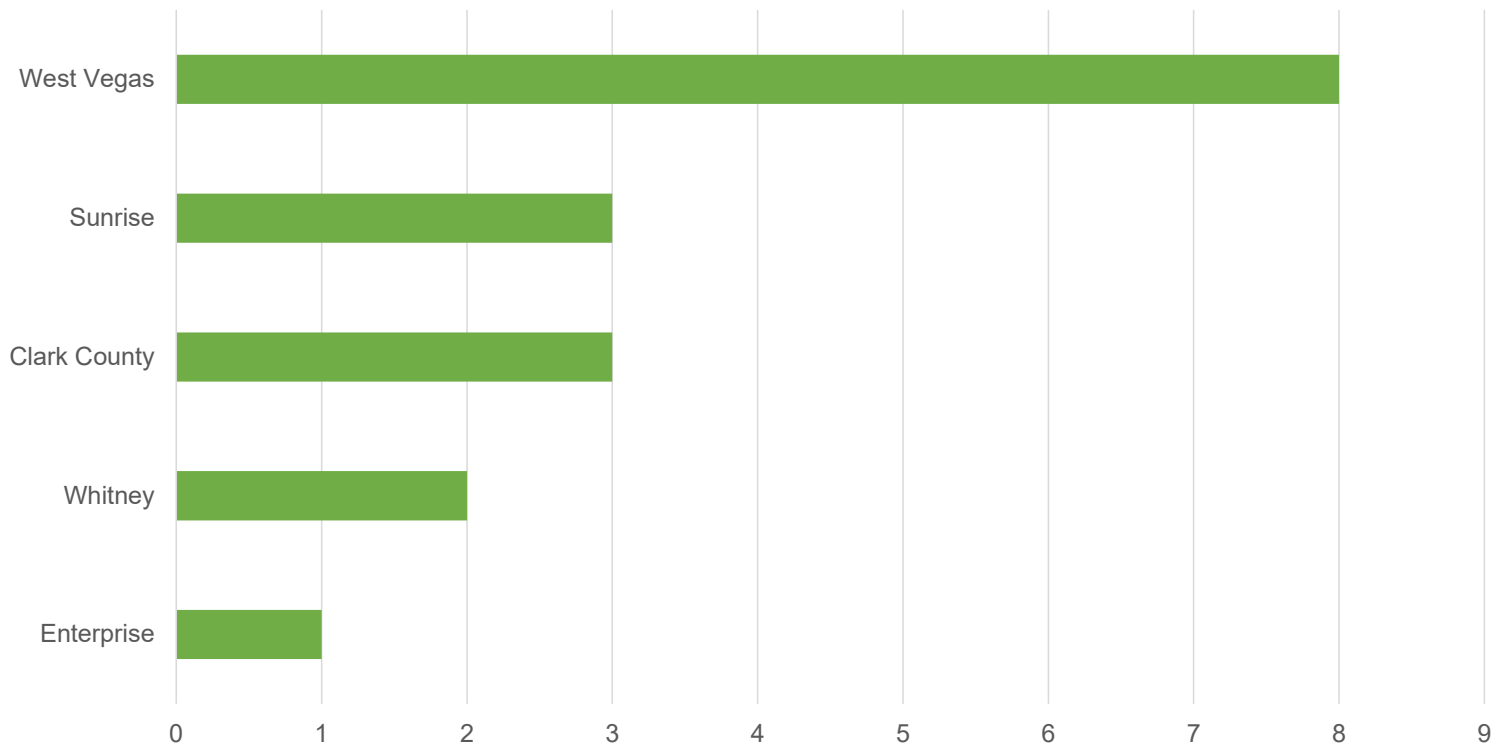
MOST DISASTROUS COMMUNITY IMPACT IF CLOSED

Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org

MOST IMPACT ON THE COMMUNITY IF CLOSED



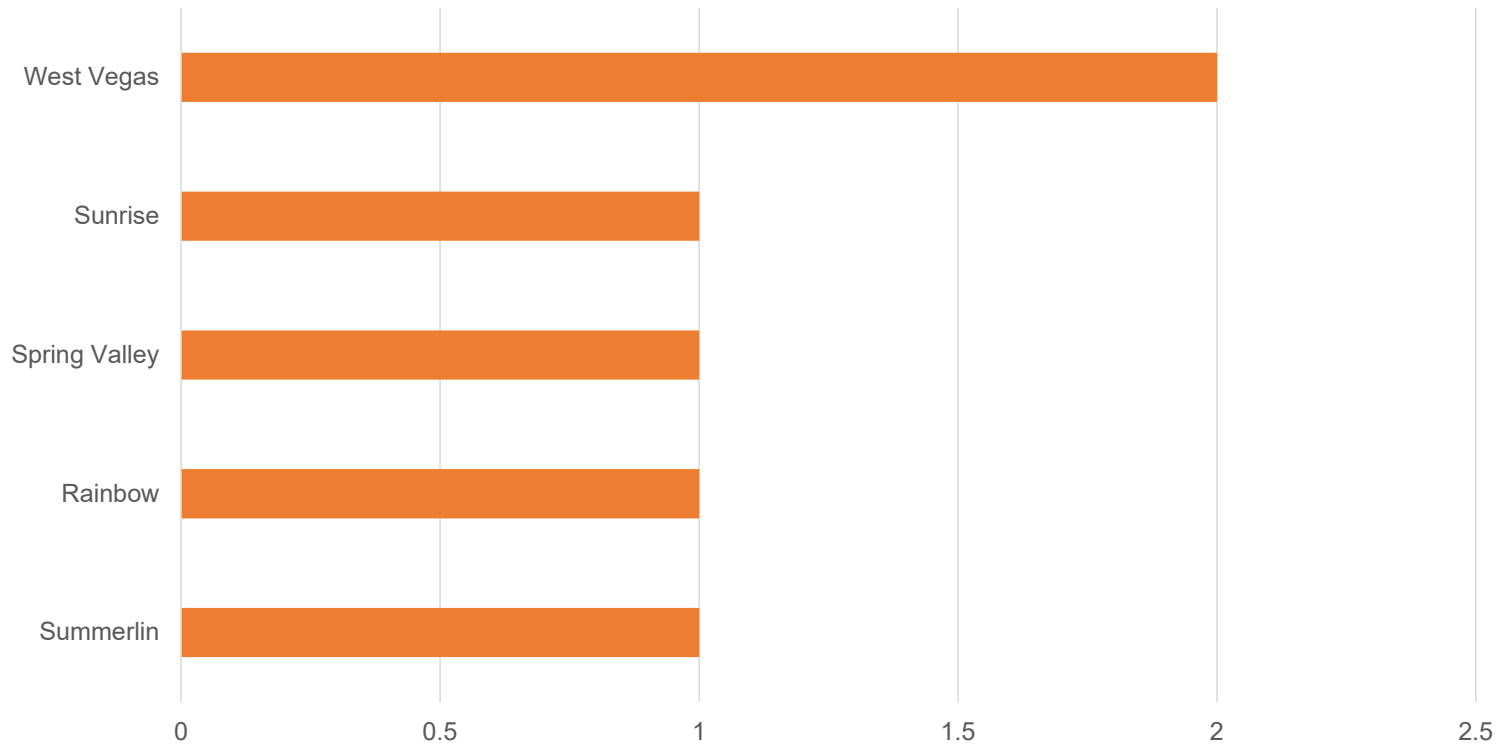
BUILDING (RENOVATION) NEEDS

Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org

HIGHEST RENOVATION NEEDS



WHY NOT JUST RENOVATE?

Why not just renovate? Because...

- Available Space
- Parking
- Library Closed For up to Two Years
- A new facility is the most cost-effective, flexible solution to meet the future needs of West Las Vegas.

CORE SPACES/SERVICES OF THE DISTRICT

Café Vibe

Intergenerational Living Room

Computer Lab

Study Rooms

Youth Story & Activity

Homework & Homeschool Support

Teen Area

Maker Spaces

Adult Learning Lab

Business/Career Services

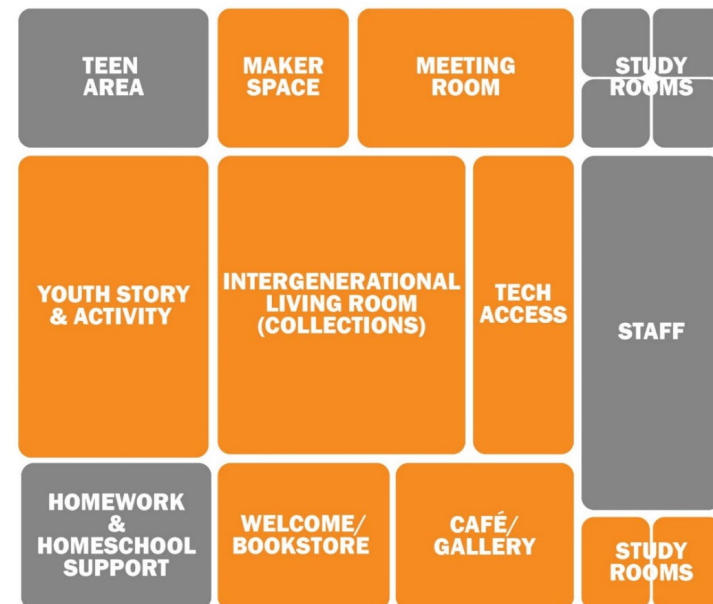
Social Services

Event Space

Gallery/Community Displays

Technology Access

Outdoor Space

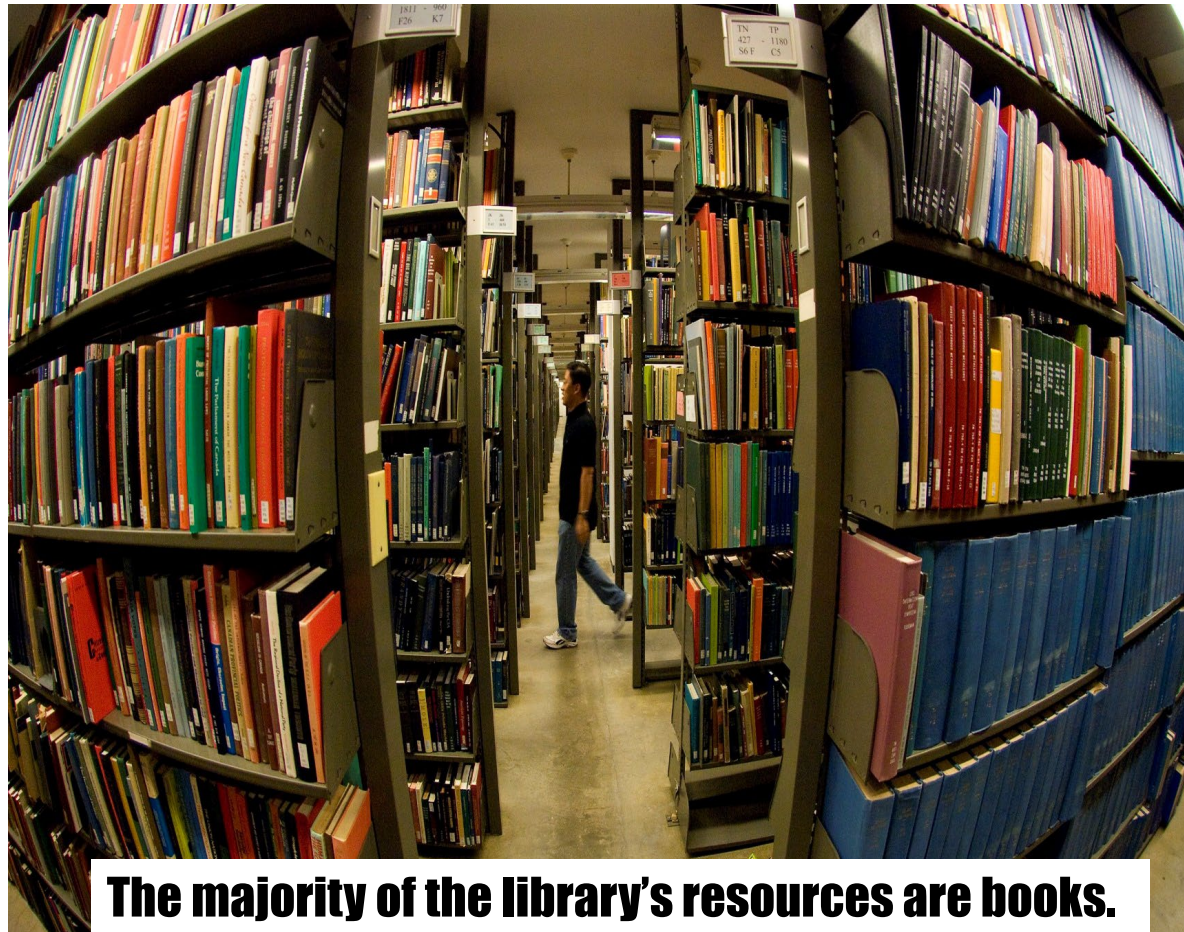


A 21ST CENTURY LIBRARY~ IS NOT

Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org



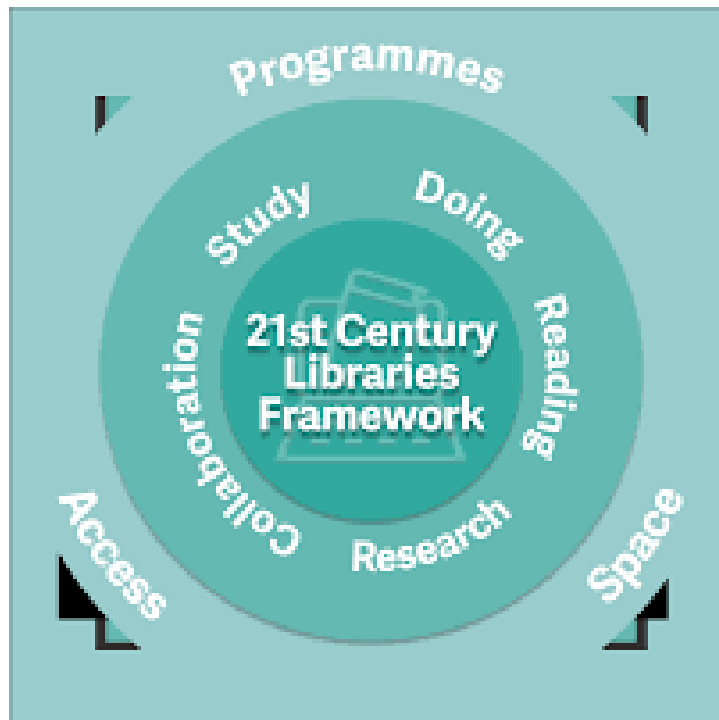
The majority of the library's resources are books.

A 21ST CENTURY LIBRARY

Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org



A new building with flexible spaces.

- A building to be enjoyed by the community
- To be active and interactive public spaces where people can socialize, play, and learn.

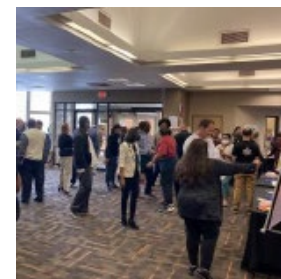
A place that creates opportunities

- For learning
- For social connections
- That dedicating more building space for activities and interaction.

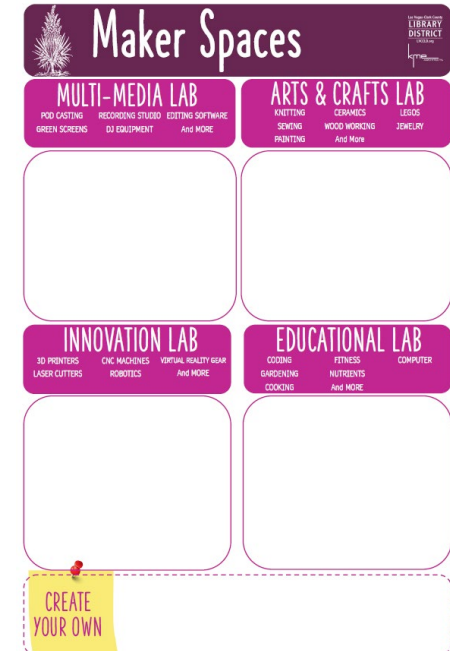
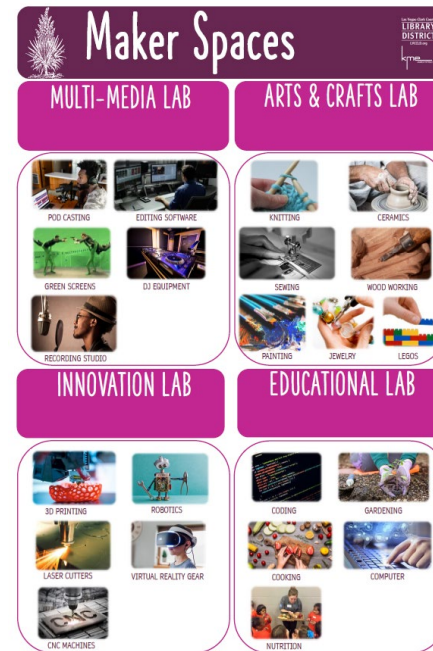
Programs and Services focused on 21st century skill sets

- Critical Thinking and Problem Solving
- Creativity, Collaboration and Innovation,
- Visual Literacy, Media Literacy, Entrepreneurial Literacy and Global Awareness

COMMUNITY MEETING



Shared with the community the vision and plans for a new library.



COMMUNITY MEETING



**UNLV - Director,
Oral History Research
Claytee D. White**



**City of Las Vegas
Councilman
Cedric Crear**

DREAM LIBRARY

LIBRARY DISTRICT



Young Peoples Library

Las Vegas-Clark County
**LIBRARY
DISTRICT**
LVCCLD.org

Youth Story & Activity

Teen Area

Homework & Homeschool Support

- Children's Computer Area
- Story Room
- Children's Space
- Toddler Area
- Homework Help



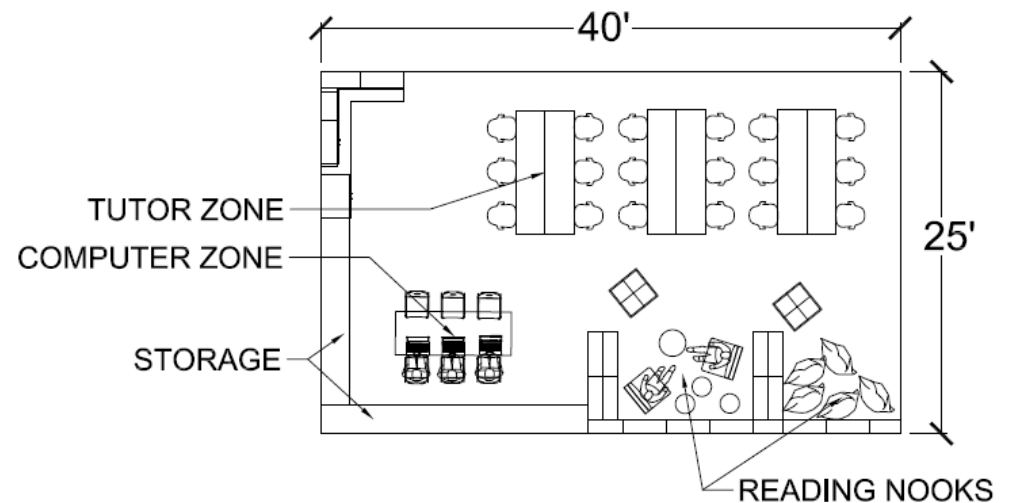
Young Peoples Library

Las Vegas-Clark County
**LIBRARY
DISTRICT**
LVCCLD.org

Homework & Homeschool Support

Education Gap - Limitless Learning

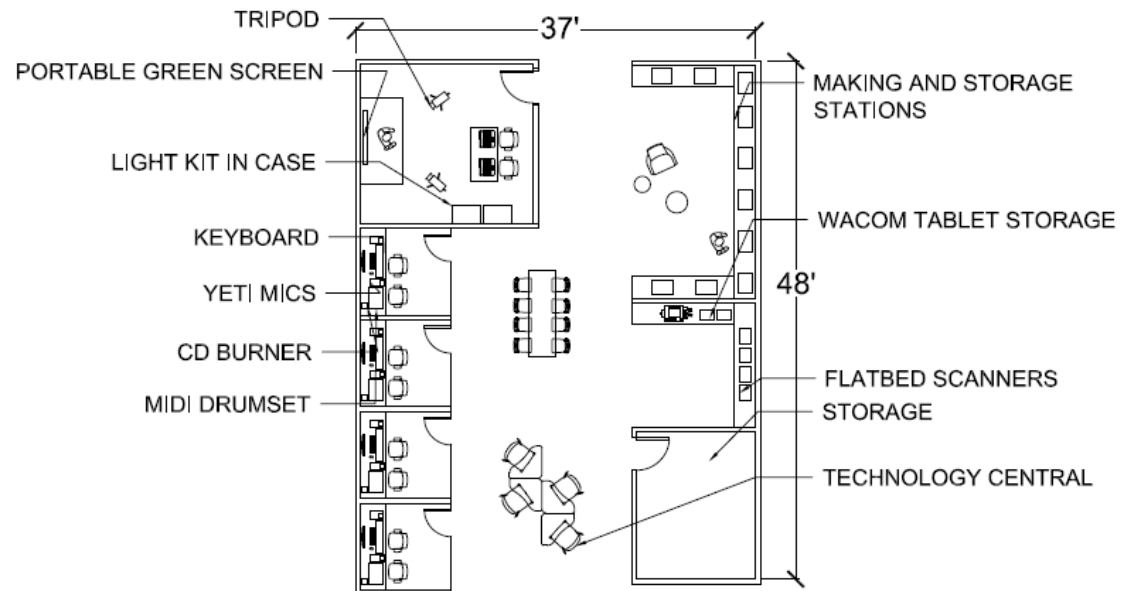
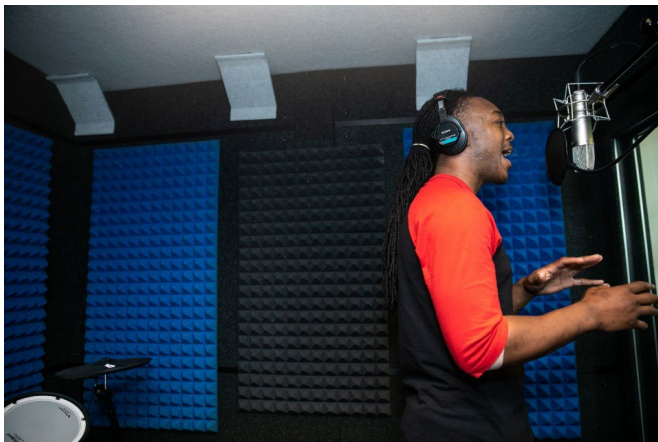
- Expand Pre-K Services
- Strengthen support for K-12 students



Maker Spaces

Las Vegas-Clark County
**LIBRARY
DISTRICT**
LVCCLD.org

- Supports - STEAM programs (Science, Technology, Engineering, Arts & Math) for all ages



ADULT LITERACY PROGRAMMING / PARTNERING

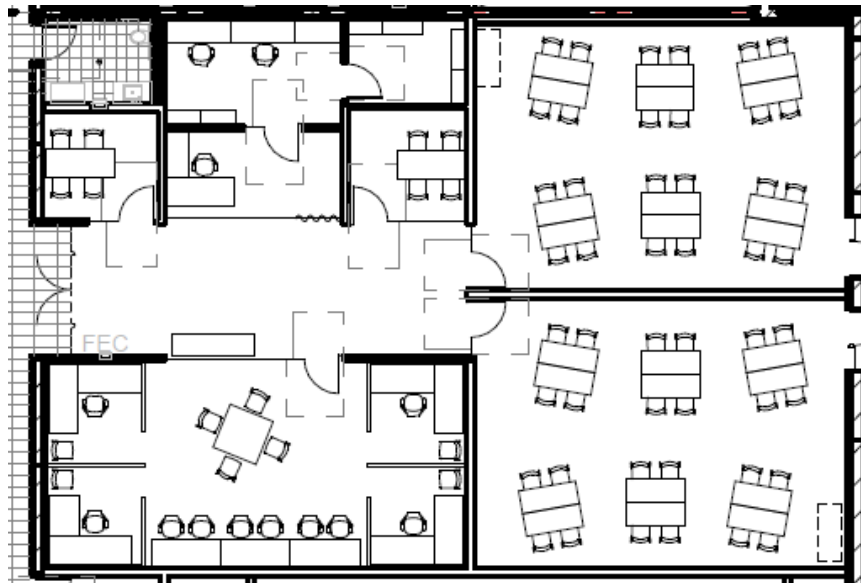
Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org

Adult Learning Lab

Social Services



ALP LEARNING LAB

ALP Classroom #1

ALP Classroom #2

ALP Computer Lab

ALP Reception Area

ALP Study Room

AP Storage

Partnership Sharing Offices

Business/Career Services

Las Vegas-Clark County

**LIBRARY
DISTRICT**

LVCCLD.org

Business/Career Services



Business incubators support the development of start-ups by providing them with :

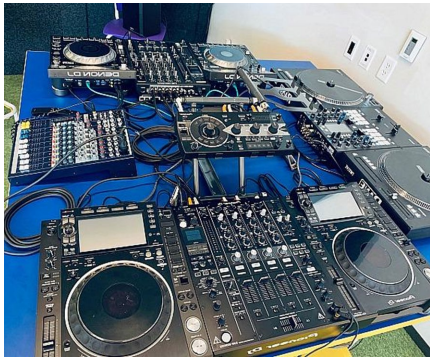
- Computers
- Internet Access,
- Work Spaces
- Access to Technology
- Conference Rooms
- Reference Materials,
- Professional Guidance
- Workforce Training

TECHNOLOGY

Las Vegas-Clark County
**LIBRARY
DISTRICT**
LVCCLD.org

Closing the Digital Divide

Technology gives the average person access to endless amounts of information.



- Internet access is crucial
- Expanding our Wi-Fi
- Charging Stations
- Powered Furniture
- Robotics
- Virtual Reality (VR)
- Computer Access
- Education
- Editing Software
- Music and Video Recording Studios
- Music and Video Editing Stations

EVENT CENTER

Las Vegas-Clark County
**LIBRARY
DISTRICT**
LVCCLD.org

This room supports programs that will make this facility the Community Heart. Its size, ability to be divided, room finishes and integrated technology provides flexibility for programs that can Connect and Appeal to all Generations.



Programming opportunities may include:

- Educational lectures, workshops, or presentations
- Preschool activities such as Creative Play and Time for Twos
- Community events like book sales or public meetings
- Gathering events like movie nights, talent shows, or luncheon
- Performing arts and drama programs
- Children's camps
- Banquets, parties, and other private rentals
- Community group meetings
- Multimedia / technology classes
- Cooking classes when paired with kitchen

COMMUNITY MEETINGS

ACTIVITY BOARDS



PLANNING SURVEY

LIBRARY DISTRICT

LVCCLD.org

Planning Survey was made available to the community.

This survey provided feedback to the District on exploring expansion of programs and services at the Proposed West Las Vegas Library.



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:

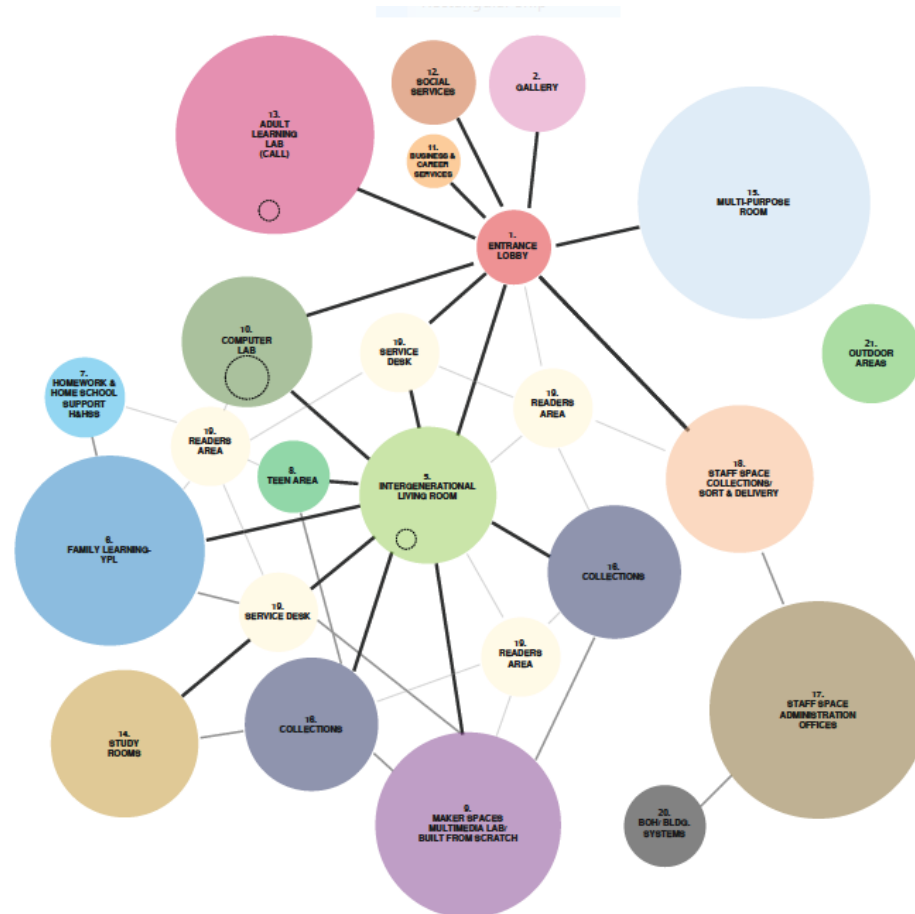
	Very Important	Moderately Important	Less important	Not important	No opinion
Borrowing books, DVDs, CDs, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Downloading digital books, music, movies	<input type="radio"/>	<input type="radio"/>	<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"/>

PLANNING SURVEY

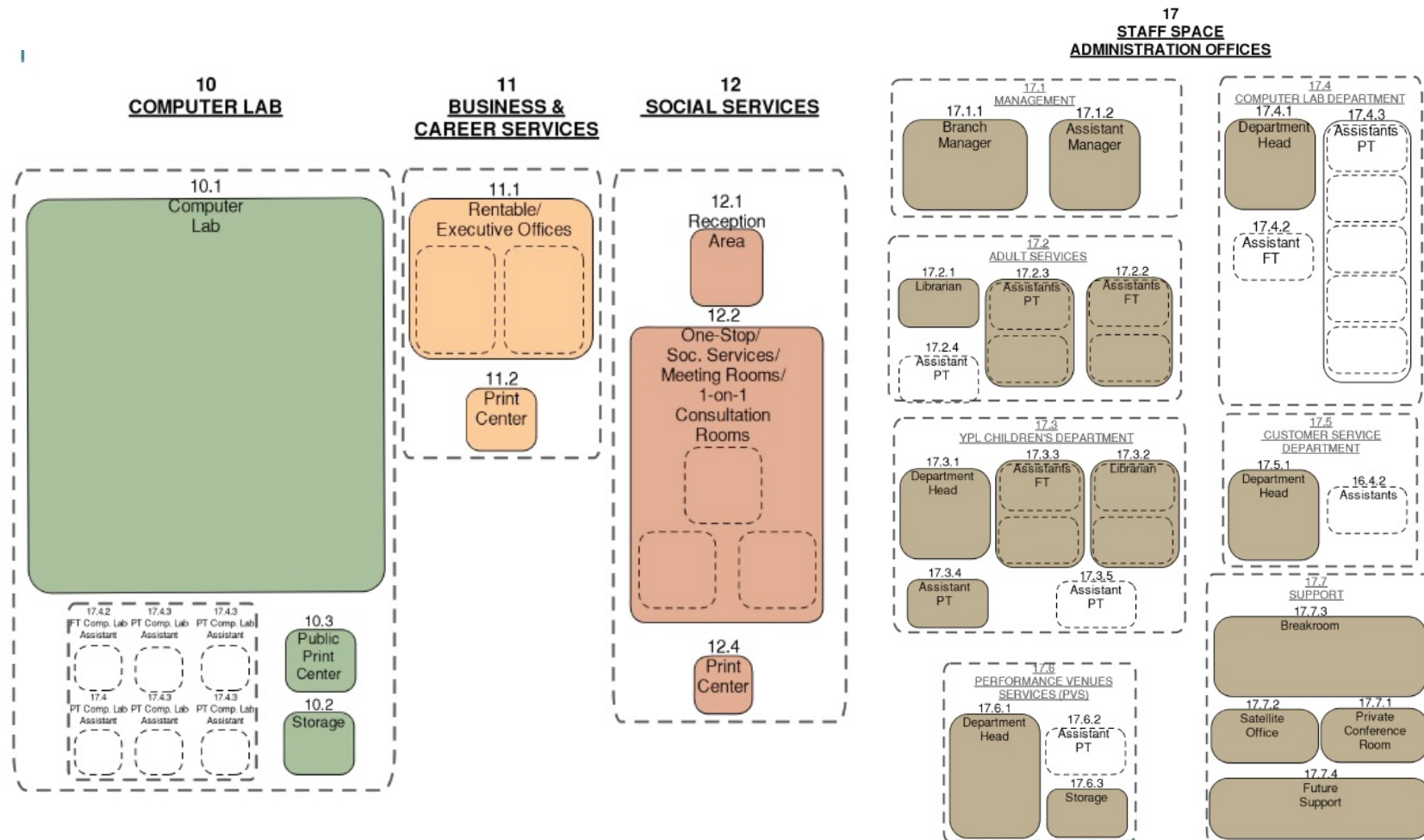
Thinking about the library and the community it serves, how important is each of the following:

- Borrowing books, DVDs - 80.19%
 - Free access to Computer, printer 78.77%
 - Library staff to help with Technology 68.87%
 - Delivery of library materials to the homebound 67.92%
 - free job and career resources 63.21%
-
- What do you value most about the West Las Vegas Library?
 - How does the library benefit you and/or the community
 - Are there new programs, services, equipment, or other improvements you think would enhance the library and result in your using the library more?

OVERALL DIAGRAM



PROGRAM BLOCKS



ENUMERATED PROGRAM

West Las Vegas Library Proposed Program Programmed Gross Area: 38,983 sf.



ENUMERATED PROGRAM

West Las Vegas Library Proposed Program
Programmed Gross Area:

38,983 sf.

1. Entrance Lobby					1,650
Program Name	#	SF	Area	Comments	
1.1 Returns	1	0	0		
1.2 Security Desk	1	0	0		
1.3 Magazine Display	1	0	0	Built-in wall display	
1.4 Vending Machines	3	0	0	36 sf. approx. w/ countertop	
1.5 Lockers (Holds)	1	0	0	20 sf. approx.	
1.6 Lobby	1	1500	1,500	Circulation/ seating area	
1.7 Bookstore	1	150	150	Roll up door	
Totals			1,650	sf.	
2. Gallery					400
Program Name	#	SF	Area	Comments	
2.1 Gallery	1	400	400	Roll up door	
Totals			400	sf.	
3. Café Vibe/ Seating Area					0 (part of Entrance Lobby)
Program Name	#	SF	Area	Comments	
3.1 Seating Area	1	0	0	Throughout Lobby	
Totals			0		
4. Service Desks					0 (part of 19. Interior Areas)
Program Name	#	SF	Area	Comments	
Totals			0		
5. Intergenerational Living Room					1,180
Program Name	#	SF	Area	Comments	
5.1 Living Room	1	700	700		
5.2 Quiet Room	1	480	480	Includes 16.7 Special Collections	
Totals			1,180	sf.	



18. Staff Space - Sort & Delivery					1,100
Program Name	#	SF	Area	Comments	
18.1 Circulation Department					
18.1.1 Department Head (open office in shared area)	1	100	100		
18.1.2 Assistant FT (Sort Room)	2	0	0		
18.1.3 Assistant PT (Sort Room)	4	0	0		

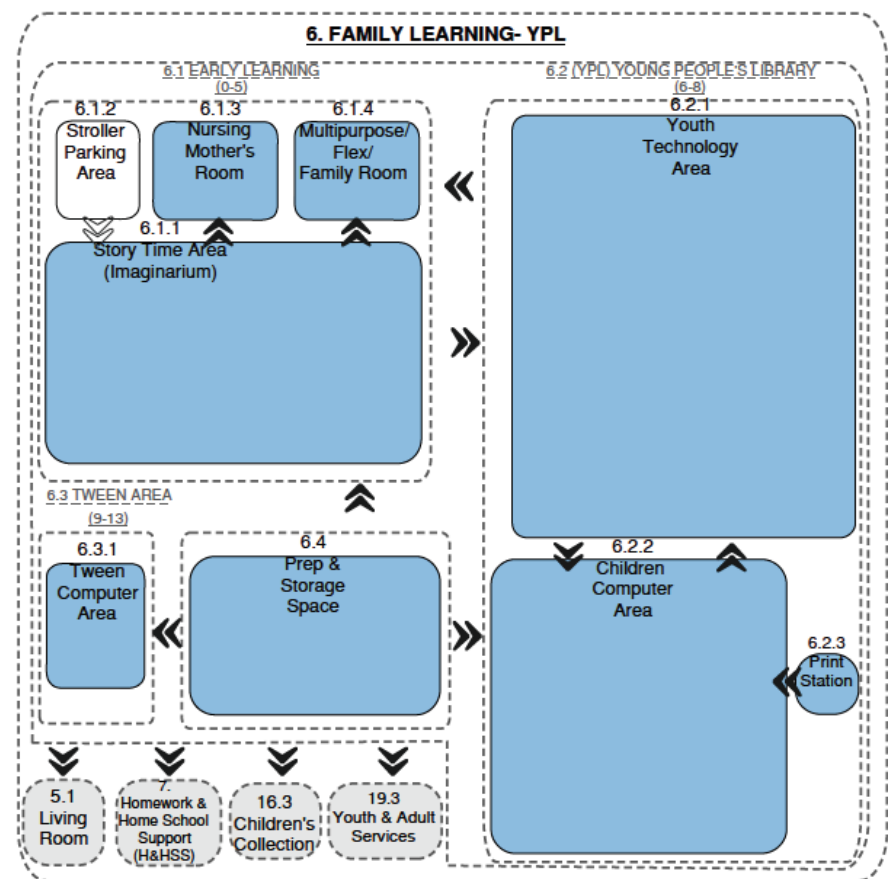
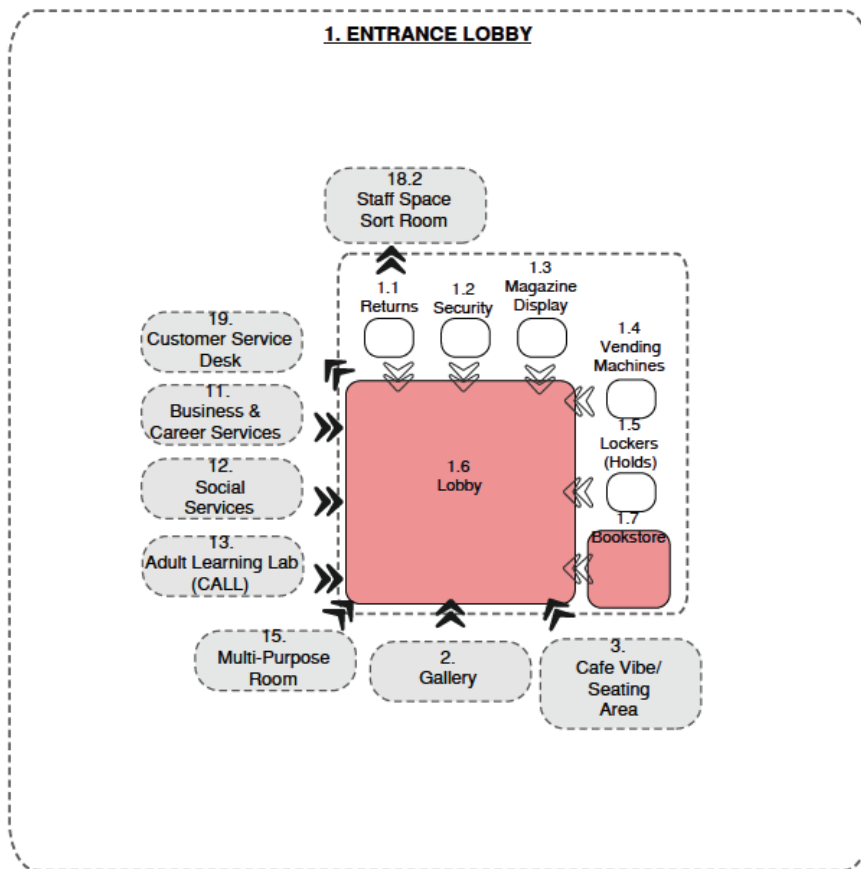
15. Multi-Purpose Room					4,645
Program Name	#	SF	Area	Comments	
15.1 Large Multi- Purpose Room	1	3400	3,400	theatrical set up time	
15.2 Green Room	1	225	225	w/attached dressing room(bathroom)	
15.3 Vestibule	1	100	100		
15.4 Storage	1	600	600		
15.5 A/V Room	1	100	100		
15.6 Support Kitchen	1	200	200		
15.7 A/V Room #2 Storage	1	20	20		
Totals			4,645		

20. Gross Area: Back Of House/ Bldg. Systems					11,138
Program Name	#	SF	Area	Comments	
20.1 Back of House					
20.1.1 Restrooms	1	1400	1,400	throughout floor plan	
20.1.2 Facility Storage and Janitorial	1	600	600	near staff areas	
20.1.3 Telecommunications	1	620	620	throughout floor plan	
20.1.4 Mechanical	1	380	380	throughout floor plan	
20.1.5 Electrical	1	500	500	throughout floor plan	
20.1.6 Fire Riser	1	45	45	accessible to emergency vehicle	
20.2 Miscellaneous					
20.2.1 Circulation/ corridors/ walls	1	7593	7,593	throughout floor plan	
Totals			11,138		

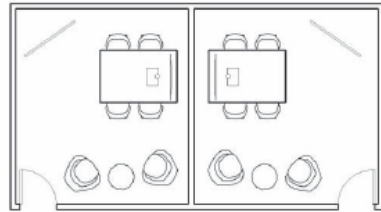
Total Gross Square Feet (27,845 sf. x 1.4) 38,983

21. Outdoor Areas					
Program Name	# of SF	Total Area	Comments	Comments	
21.1 Outdoor Play Area	1 TBD	0	built-in, open space		
Totals		0	not included in Gross Square Feet		

ADJACENCIES



SPACE DIAGRAMS



MULTIMEDIA LAB: PODCAST STUDIO

The Podcast Studio is a resource for patrons to showcase their work. The room will have microphones, a computer, headphones, sound editing software, and a sound barrier. Podcasts are an accessible and creative platform that has software and tools that are not easily available to people elsewhere. Podcast involve a myriad of overlapping roles, including writing, editing, producing, interviewing, and presenting.

ADJACENCIES

- Within Maker Spaces

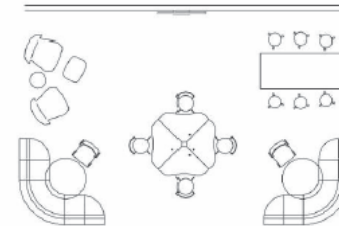
FINISHES, FURNISHING, AND CONSIDERATIONS

- Area should have glass or partial glass walls for visibility from the public space and be viewable for safety from a central service point
- Sound absorbing ceiling

ENVIRONMENTAL/ ENGINEERING NEEDS

- Acoustics:
 - Sensitive listening space: 15-20 NC Rating
- Lighting:
 - Natural light and general indirect lighting: 30 fc.
 - Direct non-glare lighting at workstations
- HVAC and Control:
 - User comfort: 35-65% RH
- Electrical and Data:
 - Power throughout perimeter of space as well as in workstations
 - Integrated power in furniture. Power data for computer areas
 - WIFI throughout
- Technology:
 - TBD

TEEN AREA (14-17)



TEEN LOUNGE

The Teen Area is a dedicated, private space for teens ages 14-17. Teen Lounge area is located within the Family Learning area but away from Early Learning. This area would include a social zone, a collaborative zone, and a focused zone. The focused zone should be a quiet space that is enclosed by walls for noise abatement within the Teen Lounge area. This area is focused on mentor relationships, hybrid models including traditional and innovative technologies to promote learning.

ADJACENCIES

- Tutoring / open area
- Collections: Teens

FINISHES, FURNISHING, AND CONSIDERATIONS

- Flexible Shelving
- Area for teens to share their own work or creations
- Carpeted floor
- Sound absorbing ceiling
- Glass or partial glass walls for visible line of site from a central service point
- Tackable or writable wall surfaces
- Interior finishes should be fun and inviting to teens

ENVIRONMENTAL/ ENGINEERING NEEDS

- Acoustics:
 - Quiet areas: 30-35 NC rating
- Electrical and Data:
 - Power throughout perimeter of space as well as floor boxes with data and power within a raised floor system to allow power for flexible shelving and seating configurations
 - Integrated power in furniture.
 - Power data for computer areas
 - WIFI throughout
- Lighting:
 - Natural light and general indirect lighting: 30 fc.
 - Direct non-glare lighting at workstations
- HVAC and Control:
 - User comfort: 35-65% RH
- Technology:
 - Large television screens or smartboards with projector for group collaboration, showing movies, gaming, etc

QUALITATIVE CONSIDERATIONS

LIBRARY DISTRICT

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Acoustics

SPACE TYPE: NC RATING

Sensitive Listening Spaces	15 - 20
Performance Spaces	20 - 25
General Presentation Spaces	25 - 30
Quiet Areas	30 - 35
Public Spaces	35 - 40
Service and Support Services	40 - 45

- **Building Finishes**
- **Daylighting and Fenestration**
- **Accessibility and ADA Compliance**

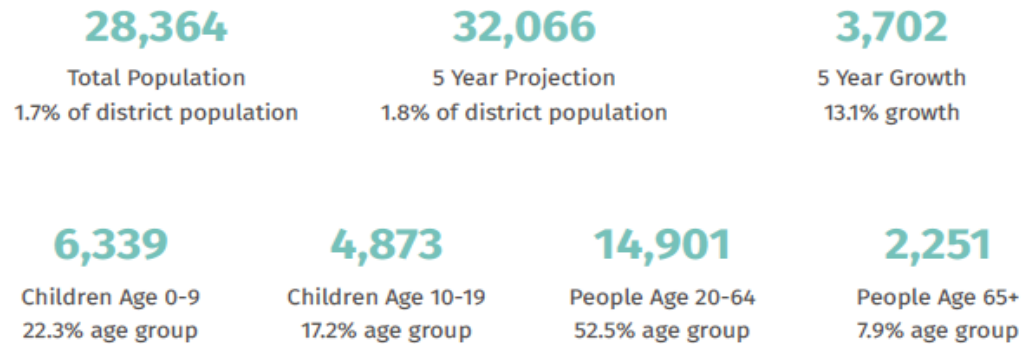
- **Electrical Power, Cabling and Distribution**
- **Electronic workstations for the public**
- **Energy Conservation and Sustainability**
- **Flexibility, Modular and Expandability of Design**
- **Furniture, Fixtures and Equipment**
- **HVAC System and Humidity and Temperature Criteria**
- **Lighting**
- **Network Infrastructure**
- **Safety and Security**

Analytics: West Las Vegas Service Area

LIBRARY DISTRICT

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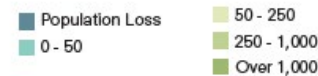
Population Growth



2040 Population



2015 to 2040 Growth



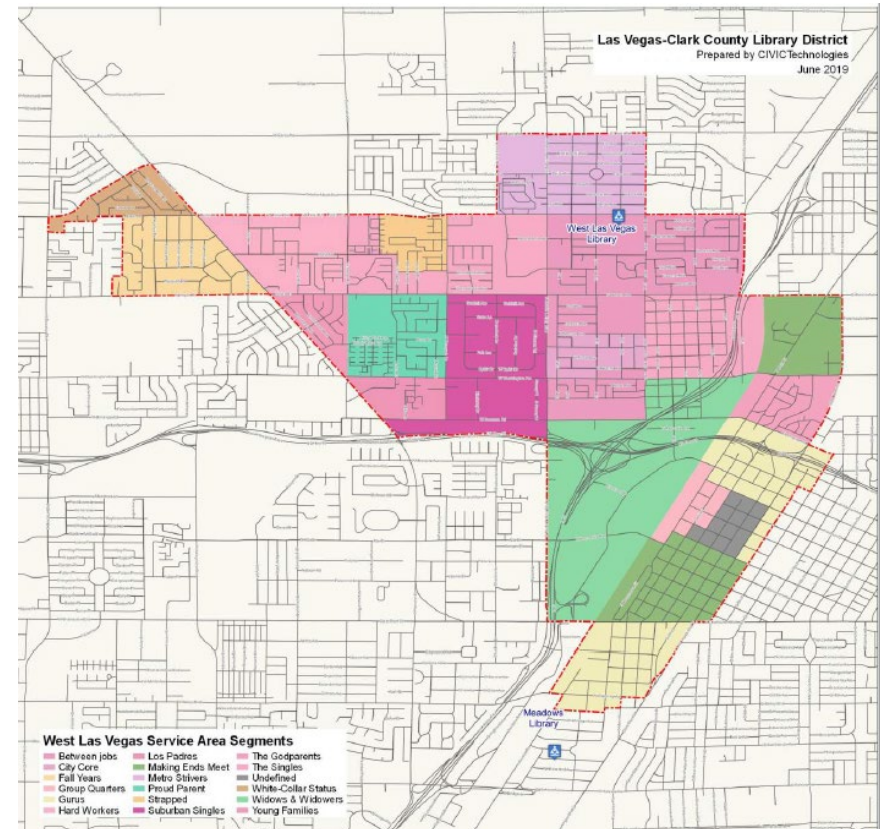
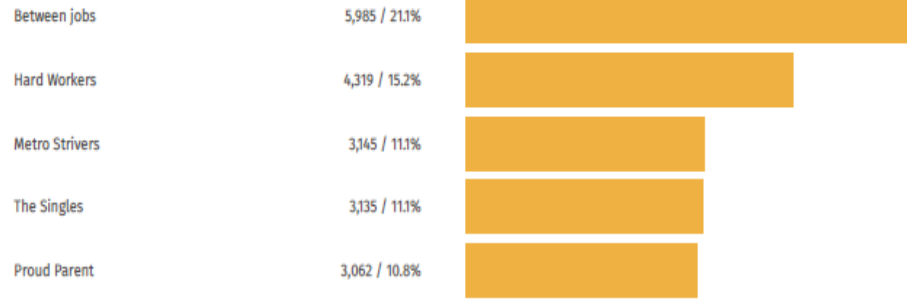
Analytics: West Las Vegas Service Area

LIBRARY DISTRICT

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Market Segments Map

Population in each segment



KME ARCHITECTS



Rainbow Dreams Academy



Wendell P. Williams E.S.



Splash Pad at Pearson Community Center



Historic West Side School



Nevada Partners



Kermit R. Booker E.S.



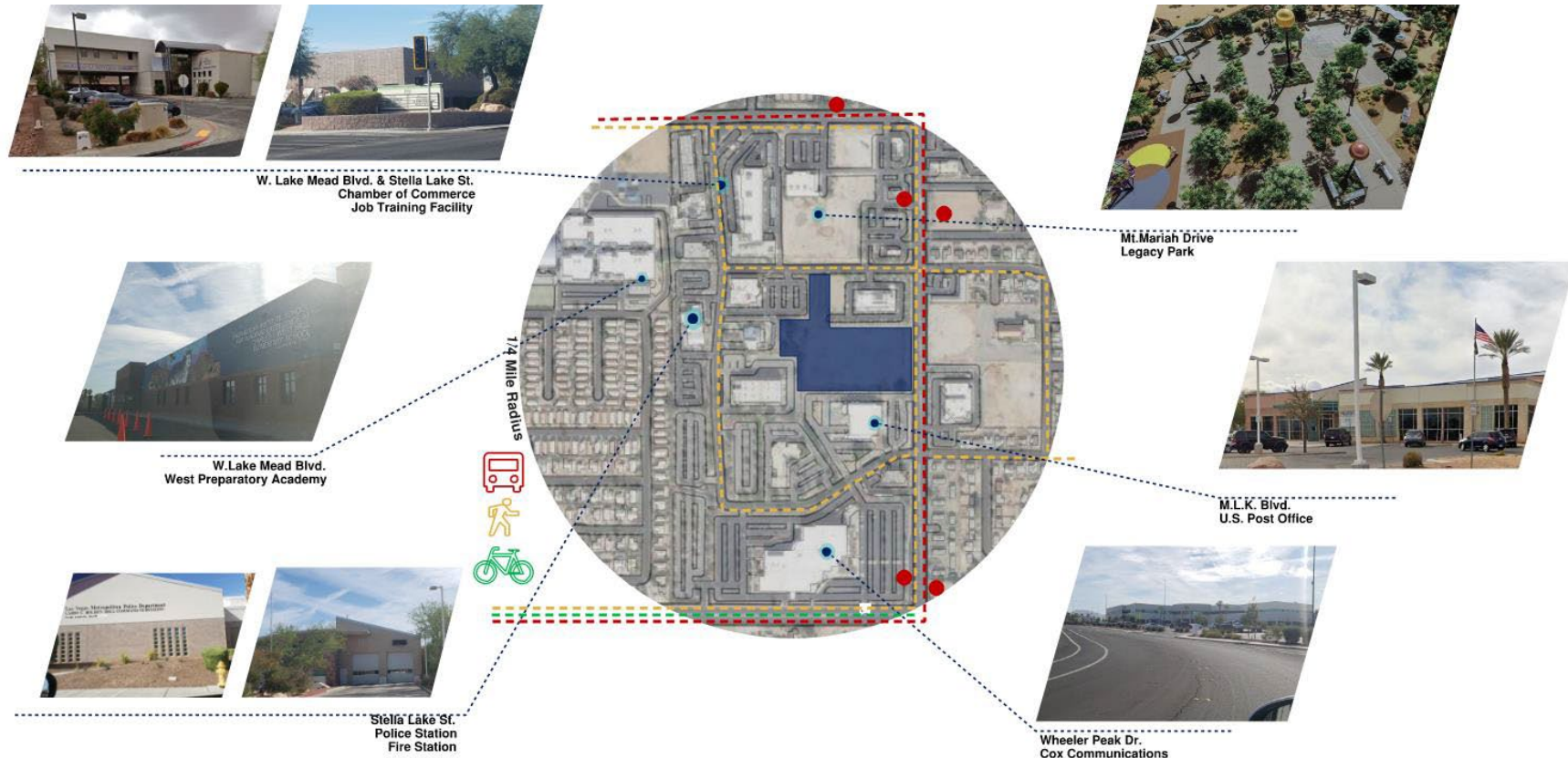
St. James Catholic Church

PROJECT PARAMETERS

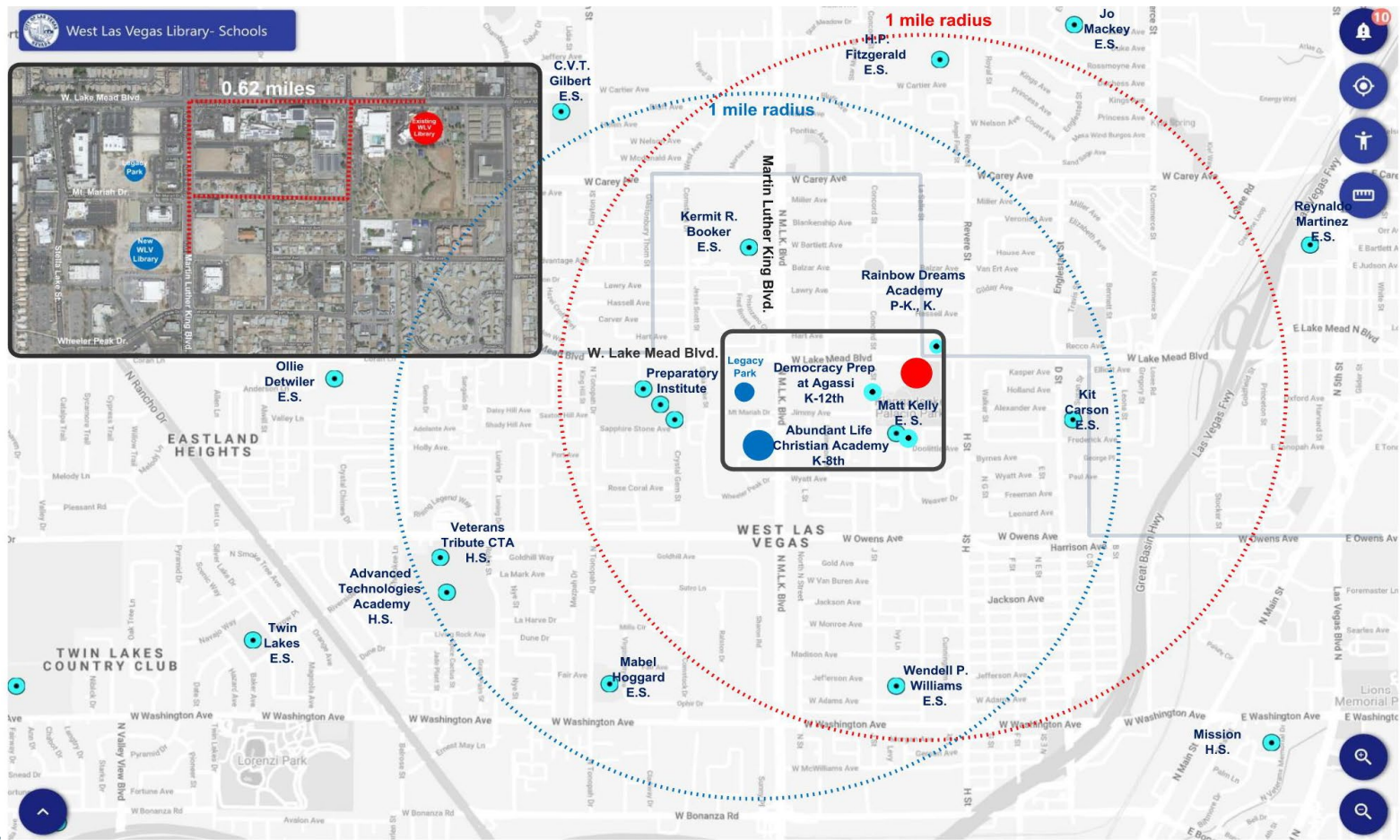
Assessors Parcel No.	139-21-313-014
Jurisdiction:	City of Las Vegas
Master Plan:	Enterprise / Historic Westside
Site Size:	5.25 acres
Proposed Building Size:	~35,000 sf.
Current WLVL Size:	~16,000 sf.
No. of stories:	1-2 stories



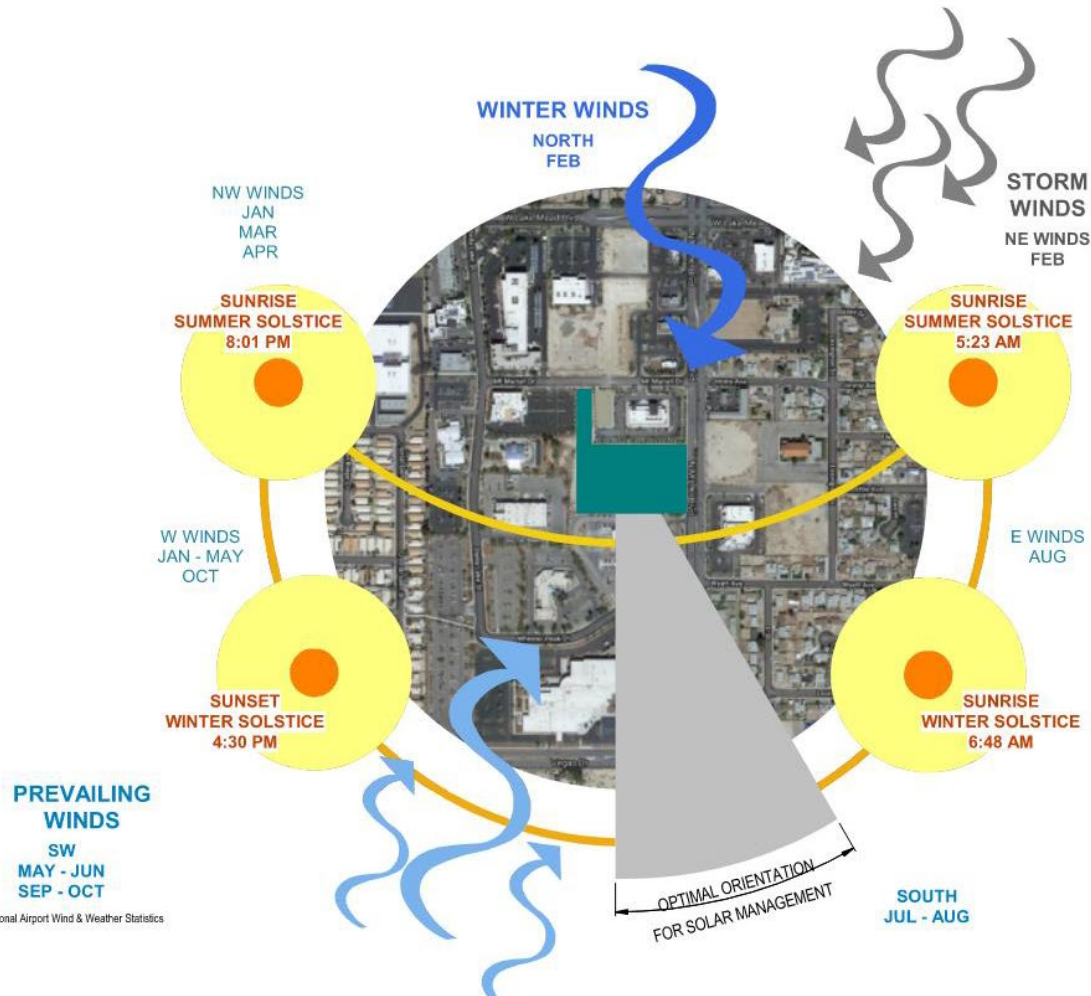
PROJECT PARAMETERS: Site Adjacencies – ¼ Mile Radius



PROJECT PARAMETERS: School Proximities



PROJECT PARAMETERS



2021 SUMMER SOLSTICE *
 JUNE 20, 2021
 14:37:29
 HIGH: AVE 96, REC 117
 LOW: AVE 85, REC 54

2021 WINTER SOLSTICE *
 DECEMBER 21, 2021
 09:41:50
 HIGH: AVE 53, REC 73
 LOW: AVE 45, REC 27

* Harry Reid International Airport Wind & Weather Statistics

ROLE AND PURPOSE OF THE LIBRARY: Themes

Project Themes

- Opportunities for Education
- Flexibility & Adaptability
- Safety & Security
- Technology
- Workforce Assistance
- Community Engagement
- Support Services



CORE SPACES/SERVICES OF THE LIBRARY

1. ENTRANCE

2. GALLERY

3. CAFÉ VIBE / SEATING AREA

4. SERVICE DESKS

5. INTERGENERATIONAL LIVING ROOM

6. FAMILY LEARNING (0-13 years)

7. HOMEWORK & HOME SCHOOL SUPPORT

8. TEEN AND YOUNG ADULTS

9. MAKER SPACES

10. COMPUTER LAB

11. BUSINESS & CAREER SERVICES

One-Stop (Support Services)

12. SUPPORT SERVICES

13. ADULT LEARNING LAB – CALL

(Community Adult Learning in Libraries)

14. STUDY ROOMS

15. MULTIPURPOSE ROOM

16. COLLECTIONS

17. STAFF SPACE – ADMIN. OFFICES

18. STAFF SPACE

COLLECTIONS/ SORT & DELIVERY

19. INTERIOR AREAS

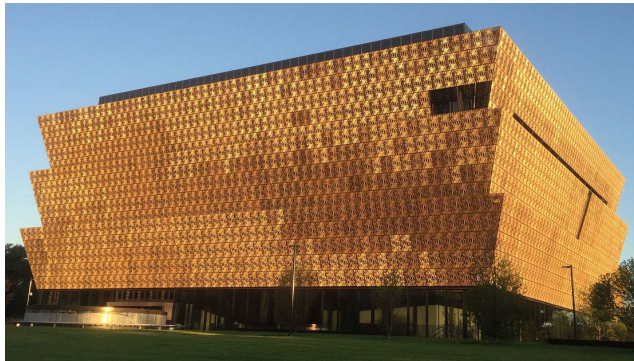
20. CIRCULATION / BOH/ BLDG. SYSTEMS

21. OUTDOOR SPACES

CONCEPTS: Cultural Connection – Form & Patterns



The Great Mosque at Djenné, Mali



National Museum of African American History & Culture at Washington, DC



King's Hut Interior, Rwanda



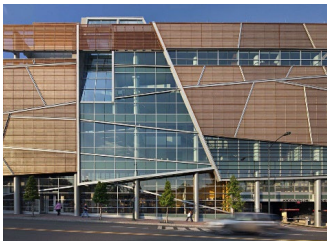
Philae Temple, Egypt



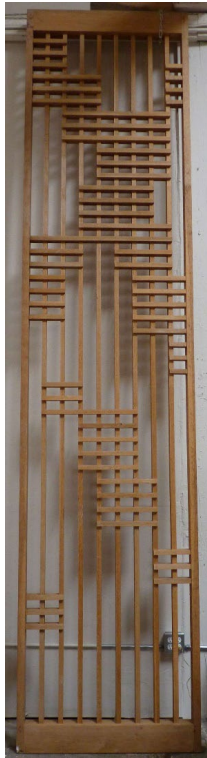
Step Pyramid & Temple of Zoser at Saqqara



CONCEPTS: Cultural Connections – Form & Patterns



Pattern within the Façade and interior



African Fabric Pattern,
Kente Cloth



Toronto Public Library, Canada



Interior of King's Palace at Zaria



Painted Gurunsi Houses of Tiebele, Burkina Faso

CONCEPTS: Porch, Arts & Culture



Aria Resort, Las Vegas



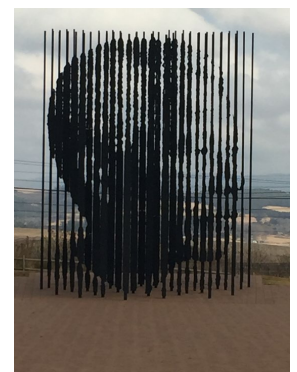
Toronto Public Library, Canada



Southern Front Porch



Burkina Institute of Technology



Cultural Art & Sculptures



CONCEPTS: Big Ideas



Next Steps:

Resolution

Open Public Meeting

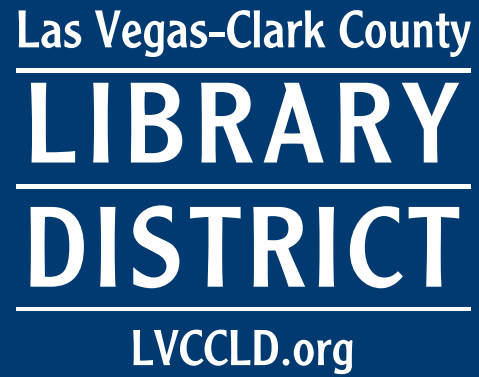
Conceptual Drawing

Schematic Design

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kme
ARCHITECTS





Thank you!

TENTATIVE/ PROPOSED BUDGET

Fiscal Year 2022–2023

Las Vegas–Clark County
**LIBRARY
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LVCCLD.org

Presented by
Floresto Cabias
Chief Financial Officer



Las Vegas-Clark County

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FY 2023 Total Revenues

All Funds

FY 2023 vs. FY 2022 Revenues

	FY 2022 Budget	FY 2023 Budget	Variance FY 2023 vs. FY 2022	Percent Increase
General Fund	78,310,000	91,058,000	12,748,000	16.28%
Special Revenue Funds:				
Gift Fund	815,000	2,000,000	1,185,000	145.40%
Grant Fund	1,800,000	6,000,000	4,200,000	233.33%
Capital Projects Fund	30,000	150,000	120,000	400.00%
Debt Service Fund	10,000	10,000	-	0.00%
Total	80,965,000	99,218,000	18,253,000	22.54%

- The General Fund increase is primarily due to property taxes and consolidated sales taxes
- The Special Revenue Funds increases allow more spending for higher potential gifts and grants
- The adjustments since the preliminary budget presented in April 2022 increased the Gift and Grant Funds in order to account for additional potential gifts and grants identified

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FY 2023 Total Expenditures

All Funds

FY 2023 vs. FY 2022 Expenditures

	FY 2022 Budget	FY 2023 Budget	Variance FY 2023 vs. FY 2022	Percent Increase
General Fund	71,811,599	76,195,444	4,383,845	6.10%
Special Revenue Funds:				
Gift Fund	815,000	2,000,000	1,185,000	145.40%
Grant Fund	1,800,000	6,000,000	4,200,000	233.33%
Capital Projects Fund	5,941,500	11,692,221	5,750,721	96.79%
Debt Service Fund	10,000	10,000	-	0.00%
Total	80,378,099	95,897,665	15,519,566	19.31%

- The General Fund increase is primarily due to personnel costs
- Special Revenue Funds expenditures match budgeted expenditures to allow for spending of gifts and grants received
- The Capital Projects Fund increase is due to continuing projects deferred during the pandemic and expenditures for construction

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FY 2023 Total Revenues

General Fund

FY 2023 vs. FY 2022 Revenues

	FY 2022 Budget	FY 2023 Budget	Variance FY 2023 vs. FY 2022	Percent Increase (Decrease)
Revenues:				
Property Taxes	53,100,000	59,198,000	6,098,000	11.48%
Consolidated Tax	23,400,000	30,000,000	6,600,000	28.21%
Charges for Services	500,000	500,000	-	0.00%
Fines and Forfeits	500,000	500,000	-	0.00%
Miscellaneous Revenue	790,000	810,000	20,000	2.53%
Investment Income	20,000	50,000	30,000	150.00%
Total	78,310,000	91,058,000	12,748,000	16.28%

- Property Tax Revenues continue to trend upward
- The \$23.4M budgeted for CTX in FY 2022 is a conservative estimate calculated by the State of Nevada
- The State of Nevada estimate for FY 2023 is \$28.6M
- The budgeted FY 2023 CTX of \$30M matches the \$30M expected for FY 2022

Las Vegas-Clark County

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FY 2023 Total Expenditures

General Fund

FY 2023 vs. FY 2022 Expenditures

	FY 2022 Budget	Preliminary FY 2023 Budget	Variance FY 2023 vs. FY 2022	Percent Increase
General Fund Expenditures:				
Salaries	32,562,438	33,541,019	978,581	3.01%
Benefits	13,125,445	14,062,191	936,746	7.14%
Services and Supplies	15,356,409	17,091,234	1,734,825	11.30%
Library Materials	10,767,307	11,353,000	585,693	5.44%
Total	71,811,599	76,047,444	4,235,845	5.90%

- Salaries and Benefits reflect pay increases effective July 1, 2022
- FY 2023 Services and Supplies expenditures increased to support operations adjusting to lifted restrictions
- Library Materials represents 15% of total budgeted expenditures
- Total expenditures increased by \$141K since the preliminary budget presented in April 2022 due to adjustments to account for additional costs in Salaries and Benefits and Services and Supplies

Ending Fund Balance

General Fund Budget

- Ending Fund Balance is budgeted at **\$15.2M** in FY 2023, which is 20% of expenditures
 - This ending fund balance is after transfers to the Capital Projects Fund of \$34M for construction and other projects
 - The ability to transfer \$34M resulted from making no transfers in FY 2021, higher than expected revenue collections, and expenditure savings in FY 2021 and FY 2022
- Provides liquidity for cash outflows
- Acts as a cushion during economic downturns
- **Ending fund balance drives budgeted expenditures**

Capital Projects Fund Transfers In and Budgeted Expenditures FY 2022-2023

Capital Program	6/30/2022 Estimated Ending Funding Balance	FY 2023 Transfers from General Fund	FY 2023 Budgeted Revenues	FY 2023 Budgeted Expenditures	6/30/2023 Budgeted Ending Funding Balance
Technology Replacements and Upgrades	5,532,013	4,000,000		(3,102,000)	6,430,013
Building Repair and Maintenance	6,405,142	4,000,000		(3,175,221)	7,229,921
Vehicle Purchase and Replacement	658,694			(150,000)	508,694
Furniture Purchase and Replacement	706,243			(75,000)	631,243
Financial Services	579,688			(305,000)	274,688
Community Engagement/Programming and Venues	512,560	1,000,000		(885,000)	627,560
Capital Construction	8,550,743	25,000,000	150,000	(4,000,000)	29,700,743
TOTAL	22,945,083	34,000,000	150,000	(11,692,221)	45,402,862

- In FY 2022, expenditures focused on shorter-term projects while building a reserve for longer-term projects
- In FY 2022, transfers from the General Fund replenished reserves in the Technology Replacements/Upgrades and Building Repair/Maintenance Programs
- In FY 2023, expenditures will focus on long-term projects, and resuming short-term projects postponed due to the pandemic

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Questions?



ITEM VI.A.

MEMORANDUM

DATE: May 31, 2022
TO: Board of Trustees
FROM: Kelvin A. Watson, Executive Director
SUBJECT: Executive Director's Monthly Report, June 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' June 9, 2022 meeting. I have supplemented this with information in the board packet, (numbered VI.A.1-3) and distributed to Trustees.

Took a tour of the Legal Aid Center of Southern Nevada and to discuss future projects within the partnership.

Participated in the Nevada Small Business Resource Fair at Sahara West Library in partnership with Employ NV Business Hub. During National Small Business Week to support small business development. Governor Sisolak was also in attendance.

Held an Appreciation Breakfast for all staff and partners that participated in the Cell Phone Lending Program launch event to celebrate a great event.

Attended the Career Online High School Spring Graduation at Clark County Library. Keynote speaker was Las Vegas City Councilman, Stavros Anthony of Ward 4.

Met with Southern Nevada Regional Housing Authority (SNRHA) and LVCCLD staff to discuss Chromebooks distribution.

Attended 100 Black Men Banquet and inducted as a new member into the organization.

Met with Chef Jeff Henderson and General Services Director, John Vino to discuss future partnerships and projects for East Las Vegas Library and surrounding community. Chef Jeff did a cupcake pop-up at the Summer Learning Challenge Kick-off on May 21, 2022.

Attended the 2022 National Association of Workforce Development Professionals (NAWDP) Annual Conference and Awards Ceremony at South Point Hotel and Casino. There was a presentation on the Supporting Advancing Nevada's Dislocated Individuals (SANDI) Grant that LVCCLD participated in. SANDI is a state grant that requires virtual reality and 3D digitally interactive STEM education materials in these specific Nevada career pathways. The content is oriented to those who have a particular STEM interest, or their interest is waiting to be sparked. Digital tools are for broad use by multiple levels (high school, college, adult), include many topics or disciplines relative to middle and higher-level STEM and are accessible through Nevada's public libraries in partnership with Nevada community colleges and

partners within the workforce ecosystem. LVCCLD launched at the West Charleston Branch in May.

LVCCLD launched at our West Charleston Branch in May. Met with President of Armed Forces Chambers of Commerce to discuss partnerships with Community Engagement Director, Matt McNally and Branding and Marketing Director, Betsy Ward.

Attended Inaugural Apprentice Person in Charge (APIC) Graduation for the Library District. These individuals went through extensive-weekly trainings with various departments throughout the District to prepare them for becoming a PIC at their branch.

Presented at the Southern Nevada Regional Housing Authority (SNRHA) board meeting on powerful partnerships, and to discuss our current and future partnerships in the community with SNRHA and LVCCLD.

Met with Chief Justice, Linda Bell along with Development Director, JoAnn Prevetti for future partnerships with possible resources to be made available for citizens at jury duty.

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

- Attended the LVCCLD Programming Meeting and after action discussion to discuss bridging communication gap and action plans between Community Engagement and Library Operations- branch staff
- Participated in the OCLC webinar: We Can't Go It Alone: Community-Centered Collaborations during COVID-19
- Participated in the ULC Directors/CEO Weekly Meeting
- Participated in the Post PLA 2022 webinar
- Participated in the Local Library Directors Meeting
- Attended the OCLC REALM Steering Committee Meeting
- Attended Axis 360 Meeting with Baker & Taylor and LVCCLD staff to discuss product updates and current project with Downtown Grand Hotel.
- Held an exit discussion with former employee before departure from organization
- Attended DPLA Community & Board of Directors Meeting
- Attended LYRASIS Leaders Circle and Membership discussion
- Attended Library Operations meeting
- Attended NAWDP Tour of Sahara West Library Business Hub and gave a brief overview of the Workforce Connection and LVCCLD partnership
- Participated in Open Content Advisory Board - Quarterly Meeting
- Attended Latin Chamber of Commerce Luncheon and Expo
- Attended Summer Learning Challenge Kick-off at East Las Vegas

- Attended Workforce Connections Board Meeting
- Met with Mahalia Jaramillo from Senator Rosen's office and Deveopment Director, JoAnn Prevetti to discuss partnership opportunities and Federal funding
- Attended the Asian Chamber of Commerce Scholarship Luncheon

LVCCLD Funding

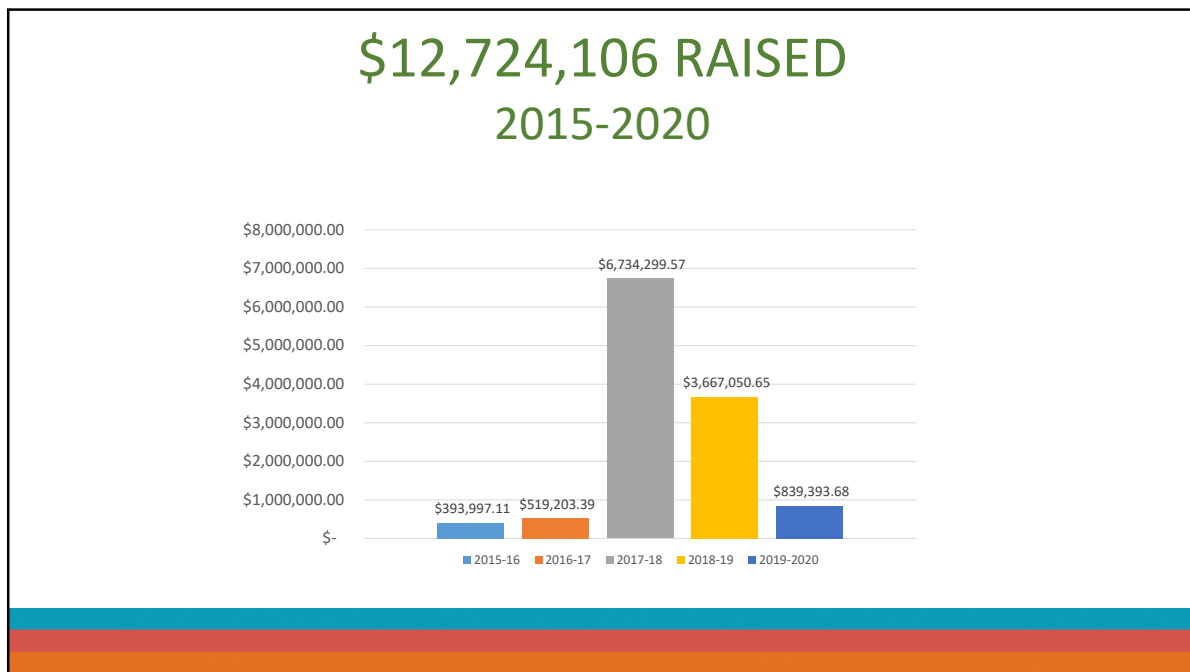
AWARDED GRANTS LIBRARY DISTRICT		
Grantor	Program	Amount
IMLS	Building the Childcare Sector	\$ 94,700
IMLS CARES	FFN/DCM	\$ 143,450
NSLAPR LSTA ARP	Playaway	\$ 139,999
IMLS ARP	Axis 360	\$ 50,000
FEMA	COVID 19	\$ 5,099
Emergency Connectivity Fund	Tablets	\$ 746,200
IMLS CARES	Cell Phones	\$ 200,000
FEMA	COVID expenses	\$ 197,846
LSTA ARP	Digital Collection	\$ 234,000
IMLS	Anytime Library	\$ 75,000
SUBTOTAL		\$ 1,886,294

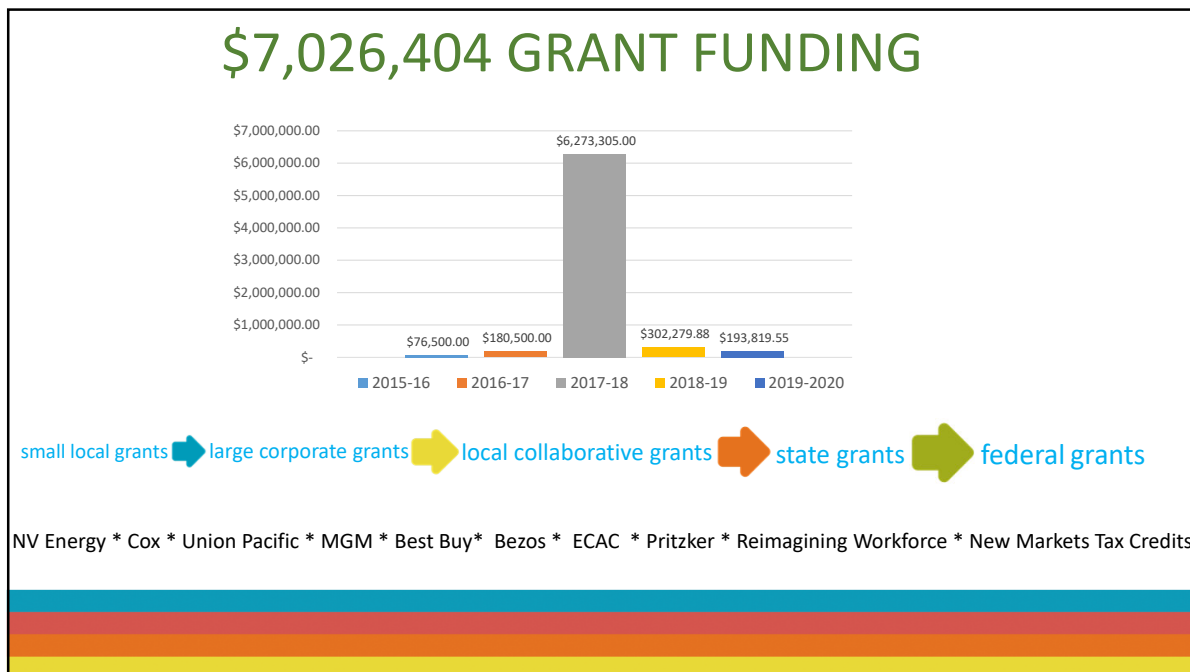
PENDING GRANTS		
Clark County ARP-District	Devices and hotspots	\$ 3,400,000
ALA Covid Relief Fund	Mobile Phones	\$ 20,000
State Recovery Funds	Playaways	\$ 280,000
Dept. of Education	Adult Education	\$ 700,000
Emergency Connectivity Fund	Hot Spots for checkout	\$ 4,000,000
SUBTOTAL		\$ 8,400,000

Foundation Funding

AWARDED GRANTS FOUNDATION		
Grantor	Program	Amount
MGM Corporate	Teachers in Libraries	\$ 44,000
NV Energy	Teachers in Libraries	\$ 7,500
RTC	Bus Passes for Adult Learning	\$ 1,500
Cox Charities	STEM @EN	\$ 5,000
SWITCH	West Las Vegas Tech Lab	\$ 15,000
BBTTC	Tech Refresh	\$ 10,000
City of Las Vegas ARPA	Teachers in Libraries	\$ 400,000
BBTTC	Annual Grant Renewal	\$ 60,000
Winsong Trust	Teachers in Libraries	\$ 125,000
Walmart @ Boulder highway	District programming	\$ 1,000
Sams Club @ Spring Mt	Teachers in Libraries	\$ 1,000
Best Buy PR Campaign	Teen Tech Center	\$ 2,500
SUBTOTAL		\$ 672,500

PENDING GRANTS		
Grantor	Program	Amount
Clark County ARP-Foundation	Teachers in Libraries	\$ 840,000
State Recovery Funds	Teachers in Libraries	\$ 840,000
Walmart	23 branches (\$5,000 each)	\$ 115,000.00
MGM Resorts	Teachers in Libraries	\$ 80,000
NV Commission on Mentoring	EV CC tech mentors	\$ 10,000
MGM Resorts Foundation	Z Space VR equipment	\$ 120,000
Wynn Las Vegas	DCM passes	\$ 10,000
Englestad/Agassi Big Idea	Early learning hospital partnership	\$ 100,000
Cox Charities	Playaway Launchpads	\$ 5,000
Union Pacific	Author visits to West Vegas	\$ 25,000
SUBTOTAL		\$ 2,145,000





ITEM VI.A.1.a.



MEMORANDUM

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

FROM: Leo Segura, Library Operations Director

DATE: May 31, 2022

SUBJECT: Library Operations Report, June 2022

This report provides an overview of the Library Operations initiatives, including 25 Branch Libraries and the Misdemeanant Jail Library. This report covers **May 1 – May 31, 2022**.

POWERFUL PEOPLE

- Library Operations recently promoted **Lawrence Johnson** to Youth Services Department Head at Rainbow Library.
- Library Operations recently promoted **Scott Harris** to Youth Services Department Head at West Charleston Library.
- Library Operations recently promoted **Desiree Velazquez** and hired **Donovan Guzman** to part-time Youth Services Assistant at Sunrise.
- Library Operations recently promoted
- Library Operations recently transferred **Melisa Ramirez** to Clark County Library Customer Service as a Full-Time Assistant.
- Library Operations recently hired **Ashley Braumiller** as a part-time Library Assistant at the Sandy Valley Library.
- Library Operations recently hired **Dona Robertson** as a Circulation Department Head for Rainbow.
- Library Operations would like to welcome our new pages to the District including **Kaleb Pham** at Centennial Hills; **Kayla Ott** at Enterprise; **Joann Chiles** at Rainbow; **Ashley Soberanis**, **Lauren Sparks**, **Everlena Goddard**, **Rylee Park**, and **Lindsey DiMaria** at Summerlin; **Rieka Isolampi** and **Jessica LoVerso-Barnhart** at Whitney;
- Library Operations would like to say best of luck and best wishes to staff moving on from the District including **Gary Oliver** at Spring Valley; **Kelvin Lin** at Centennial Hills; **Humberto Javiel** at East Las Vegas; **Joseph Tracey**, **Christopher Zahedi**, and **Ruben Garcia-Perez**, and at Enterprise; **Brooke Edwards** at West Charleston; **Joel Gonzalez** at Windmill;
- In April 2022, LVCCLD signed up **5,460 new library card** users, a 24% increase over the same period in 2021 and 74% of pre-pandemic numbers.
- **Gate count** continued to improve overall with a 8% increase from April 2021. East Las Vegas is showing an -31% drop due significantly to corrections in

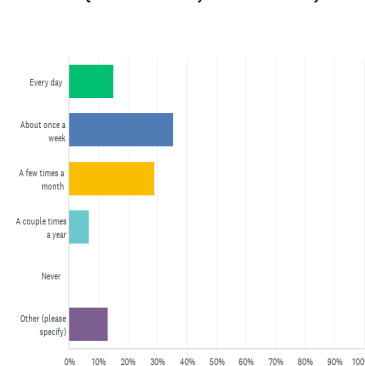
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reporting practices. Last month we had **275,821** folks come into the library for services and programming.

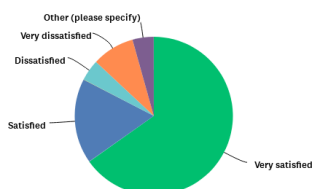
- During April, staff answered **53,486 reference questions** and conducted **178 computer classes** for **253 customers**.
- **Volunteer hours** nearly doubled as our volunteers logged **2,004 hours** of service to the Library District.
- **19 Homeschool sessions** were logged.
- **Wi-Fi** usage was recorded at **50,402** sessions.
- **Kudos** again to **Chantel Clark** and **Joanna Goddard** for ensuring that the **Customer Appreciation Day** survey results were complete. The event was a success and well-received across the District and our Customers were gracious with their time in completing surveys. In all, nearly 1,500 surveys were collected digitally and in print. The survey identifies customer interests and needs and will inform planning for improving the customer experience in the library.

Most customers report visiting the library at least weekly (36%) with the next largest group visiting a few times per month (29%).

Q2 How often do you visit the library?



Q3 How satisfied are you with the Library District's operating hours?

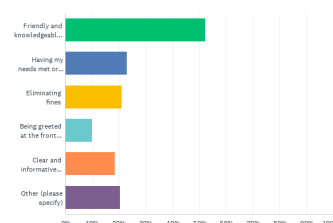


District-wide: customers expressed a high level of satisfaction with operating hours, with the majority reporting very satisfied (65%), followed by satisfied (17%). The majority of the rural customers indicated that they would like more days and hours of operation.

Our customers indicated that they already feel welcomed in the library. The top attributes that respondents reported make them feel welcome in the library include:

- Friendly and Knowledgeable Staff: 52%
- Having My Needs Met: 23%
- Eliminating Fines 21%

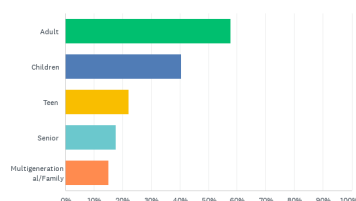
Q4 The Library District is committed to providing a positive experience to our customers. What would make you feel more welcomed as a library customer?



Customers who wrote in the Other

field indicated they already feel welcomed in the library and nearly all respondents stated that they are satisfied with their experience, service, and programs and many praised the staff.

Q5 What area of programming and services are you most interested in?

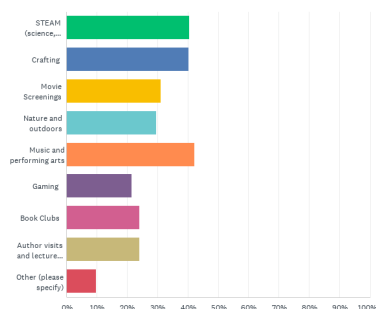


Customers indicated that customers are interested in programs for a variety of

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Page 3

audiences. Smaller community branches indicated a desire for more teen programs.

Q6 What programs would you like to see offered in the library?



Customers indicated that their top interests in types of programming include:

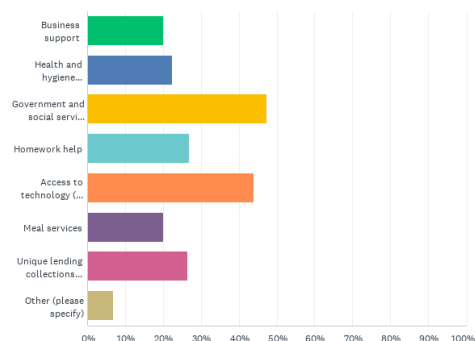
- Music and Performing Arts: 43%
- STEAM 41%
- Crafting 40%

Customers asked for access to government and social services in the branches and a continued need for access to technology.

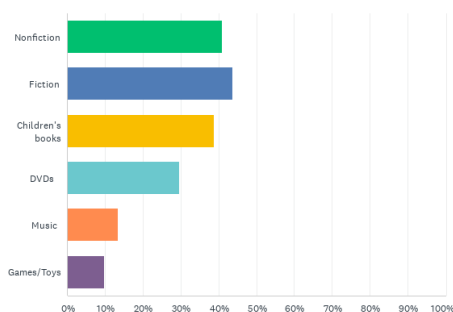
Top responses included:

- Government and Social Services: 47%
- Access to Technology: 44%
- Homework Help: 27%
- Unique Lending: 27%

Q7 What services would you like to see offered in the library?



Q8 What do you check out most from the library?



Respondents were mostly split between nonfiction, fiction, and children's books as the top items they check out from the library.

Fiction: 44%
Nonfiction: 41%
Children: 39%
DVDs: 30%

Many respondents indicated that they would like to check out more books, especially in the outlying branches. There was a lot of interest in checking out unique lending items, museum passes, games, and a need for more access to hotspots.

Overall, most customers stated that they are very happy with their customer experience and would like to see their library continue what they are already doing.

Huge Thank You to all the Adult Volunteers who helped with inputting hundreds of paper surveys into the database!

- Library Operations would like to congratulate our inaugural Apprentice PIC Graduates: **TK Abe, Monica Anchondo, Sarah Calvillo, Hector De La Cruz, Amber Dennis, Allesha Gerard, Joseph Hines, Aram Kalikian, Carla Montoya, Keenan Moore, Aimee Potts, Samira Rachih, Laura**

Rose, and Melissa Sanchez.

Special thanks to Program Coordinator **Keeley Turner** who with LO and the APICs developed the training program and facilitated subject experts from all support departments to help get this group ready for whatever could happen.

As Kelvin said, APIC's were developed to support, train, and develop staff. APICs earn supervisory experience that can help them promote by developing needed skills that would otherwise be outside of their designated work classification. It ensures that we are developing staff for our future and provides backup leaders capable of stepping up and stepping in during extreme staff shortages like what the District experienced during the voluntary employee retirement program (VESP) and COVID.



POWERFUL PLACES

- Library Branches overall improved **circulation to 832,889 items** for April 2022, a 20% increase over April 2021. We were nearly up to pre-pandemic circulation but are 91% there compared to April 2019.
- Windmill Library Staff in April processed **47 passport applications** and collected \$2,345 in fees.
- April **Library Gate Count was 275,810**, which improved, by 8% year by year but remains 60% of the April 2019 gate.
- **PC internet sessions** saw an increase of 8% over 2021, totals at **89,650**.
- **Best Buy Teen Tech Center** staff offered **159 programs** with a total attendance of 1,879 teens.
- **Las Vegas Misdemeanant Jail** circulated **2,040 items** and answered **62 reference questions**.
- Whitney Library hosted a Social Worker program provided by the **Clark County CARES team**. This Social Worker program will be available every second Wednesday for the next several months. Thank you to Billy and everyone that helped promote this initiative with barely a week's time and it was reported that 14 customers were seen during these two days (9 on the first day and 5 on the second). Staff also kicked off the I Heart Whitney gift card initiative alongside the Summer Challenge in which the community is being extremely receptive to this launch. The I Heart Whitney Fresh Start where we had 12 customers utilize the mobile showers, over 62 articles of clothing were given out, 15 hygiene kits given out, 23 sanitary wipes, and 10 hand sanitizer bottles. This was a sight to see how happy our customers were with this great service! Billy reported, "I have to be honest...there was a customer that we had banned for 30 days and she walked up to me to ask if she could utilize the shower. I absolutely said yes and the smile on her face was priceless!!!" When they talk about "Powerful People" in the strategic plan, the "Powerful People" starts with the staff!! We did this!!!! This is just a start of the beautiful initiative that we want to be expanded to better serve our customers.

- Rainbow Library - HUGE thank you for an awesome job on these 2 Youth Service programs. **Valerie Brascia** did a cool toddler prom and **Amber Dennis** did a Mother's Day tea party, and both were very well received a well-attended. Rainbow Youth Service Staff is still working hard even without a Department Head!
- **Email from one of our Customers:**
Just a short note to Administration to let them know what a SUPER GREAT job all the staff at the Laughlin Library branch are doing.



One of the reasons my husband and I moved here 20 years ago was THE LIBRARY.

It has fulfilled my expectations and more.

Great resource for this little town. Got us through the COVID shutdown and scheduling events is proceeding again.

Every single librarian has been helpful, efficient, knowledgeable, and personable.

Nice to see young people on staff too.

I don't take out as many books as I used to because I have a neighbor who scours every resource for used books to read and share. My own private lending library (with reviews yet!!).

Thanks again for providing Laughlin with this wonderful library service.

- Linda

POWERFUL PARTNERSHIPS

- LVCCLD is partnering with Southern Nevada Regional Housing Authority (SNRHA) to help distribute 300 Chromebooks to residents identified by the SNRHA. This will occur as part of a larger SNRHA Family Day event on **June 4** from **10a-2p** (setup beginning at 8:30a) at the **Walnut Recreation Center**; 3075 N. Walnut Rd., Las Vegas, NV 89115.

Expected attendance is 4,000. Numerous partners are invited to the event. LVCCLD will have a general table to promote library services, STEAM activities, and sign customers up for library cards. We will also have a separate area to distribute up to 300 Chromebooks and ensure that customers have a valid Gmail account and that they are able to connect to the Library District eResources.

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- Kickoff planned for 100 Black Men of Las Vegas community book club and one-read featuring ***The Hate U Give*** by Amanda Thomas will feature a June 15th kick-off event at the Sahara West Library from 3:00 – 5:00 PM.
- **General Services** continuing a project to refurb and refresh our book drops at neighborhood libraries throughout Clark County. Completed in May were the West Charleston Library Drops.



POWERFUL PLATFORMS

- Library Operations hosted the SandiGrant VR training for staff. We received 340 LifeLiqe PicoNeo virtual reality headsets "for courses for in-demand jobs in healthcare, advanced manufacturing and more."

SANDI RECAP:

- October 2020, under the Re-imagine Workforce Preparation Discretionary Grants Program (CDFA Number: 84.425G)
- Nevada's Governor's Office of Workforce Innovation (OWINN) was awarded \$13.8M from the U.S. Department of Education Office of Career, Technical, and Adult Education.

Nevada's charter is to scale, enhance and further develop digital components in healthcare, advanced manufacturing, logistics, IT and construction trades. Enhanced features include precision career navigation elements that 'decode' skills and award college credits and / or competency badges for prior experience. Virtual reality and 3D interactive training focused on short term industry credentials through distance learning, will help folks to reskill and upskill for in-demand jobs within Nevada's resilient STEM industries.

The Supporting Advancing Nevada's Dislocated Individuals (Project SANDI) grant requires virtual reality and 3D digitally interactive STEM education materials in these specific Nevada career pathways. The content is oriented to those who have a particular STEM interest, or their interest is waiting to be sparked.



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Digital tools are for broad use by multiple levels (high school, college, adult), include many topics or disciplines relative to middle and higher-level STEM and are accessible through Nevada's public libraries in partnership with Nevada community colleges and partners within the workforce ecosystem.

Nevada libraries are using virtual reality technology to train the workforce of tomorrow. Nevada's public and community college libraries will launch SANDIs virtual, augmented and mixed reality experiences

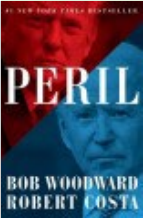


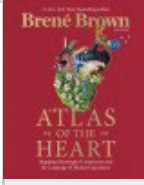

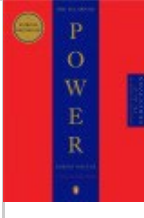

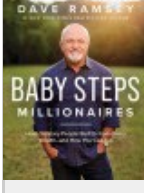
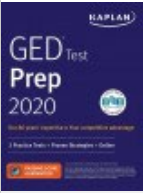
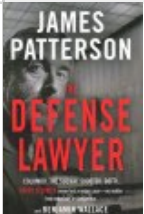
In collaboration with area workforce training partners and more, library staff facilitates programming through leveraging onsite technology space and programs. Furthermore, educational synergies and curriculum enhancement from the technology alone focuses attention on the wonder of science, technology, engineering, and mathematics.

April 2022 Top 10 Fiction:

	Number	Title	Author		Number	Title	Author
	1	Better off dead (catalog.)	Child, Lee.		6	The Paris detective (catalog.)	Patterson, James, 1947-
	2	The dark hours (catalog.)	Connelly, Michael, 1956-		7	Invisible : a novel (catalog.)	Steel, Danielle,
	3	Criminal mischief (catalog.)	Woods, Stuart,		8	Mercy (catalog.)	Baldacci, David,
	4	The midnight lock (catalog.)	Deaver, Jeffery,		9	Wish you were here : a novel (catalog.)	Picoult, Jodi, 1966-
	5	Autopsy : a Scarpetta novel (catalog.)	Cornwell, Patricia Daniels.		10	2 Sisters Detective Agency (catalog.)	Patterson, James, 1947-

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April 2022 Top 10 Nonfiction:

	Number	Title	Author		Number	Title	Author
	1	Peril (catalog.)	Woodward, Bob, 1943-		6	The pioneer woman cooks super easy! : 120 shortcut recipes for dinners, desserts, and more (catalog.)	Drummond, Ree.
	2	The daily laws : 366 meditations on power, seduction, mastery, strategy, and human nature (catalog.)	Greene, Robert.		7	Atlas of the heart : mapping meaningful connection and the language of human experience (catalog.)	Brown, Brené.
	3	The recovery agent (catalog.)	Evanovich, Janet.		8	The 48 laws of power (catalog.)	Greene, Robert.
	4	Scott 2020 standard postage stamp catalogue (catalog.)			9	Baby steps millionaires : how ordinary people built extraordinary wealth --and how you can, too (catalog.)	Ramsey, Dave.
	5	GED test prep 2020 : 2 practice tests + proven strategies + online (catalog.)			10	The defense lawyer : the Barry Slotnick story (catalog.)	Patterson, James, 1947-

...



MEMORANDUM

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

FROM: Leo Segura, Library Operations Director

DATE: May 31, 2022

SUBJECT: Security Report, June 2022

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

	Branch	Incident Reports				May-20		May-21		
		Apr-21	Apr-22	Difference	% Change	Apr-21	to Apr-22	Difference	% Change	
Urban Branches	CENTENNIAL HILLS LIBRARY	0	0	0	0.0%	18	13	-5	-27.8%	
	CLARK COUNTY LIBRARY	14	18	4	28.6%	181	228	47	26.0%	
	EAST LAS VEGAS LIBRARY	5	6	1	20.0%	35	71	36	102.9%	
	ENTERPRISE LIBRARY	7	6	-1	-14.3%	39	44	5	12.8%	
	MEADOWS LIBRARY	0	0	0	0.0%	0	4	4	0.0%	
	RAINBOW LIBRARY	3	4	1	33.3%	17	24	7	41.2%	
	SAHARA WEST LIBRARY	5	0	-5	-100.0%	31	42	11	35.5%	
	SPRING VALLEY LIBRARY	7	4	-3	-42.9%	31	51	20	64.5%	
	SUMMERLIN LIBRARY	1	2	1	100.0%	7	15	8	114.3%	
	SUNRISE LIBRARY	0	3	3	0.0%	6	25	19	316.7%	
	WEST CHARLESTON LIBRARY	2	5	3	150.0%	45	72	27	60.0%	
	WEST LAS VEGAS LIBRARY	10	9	-1	-10.0%	49	49	0	0.0%	
	WHITNEY LIBRARY	10	15	5	50.0%	54	77	23	42.6%	
	WINDMILL LIBRARY	2	1	-1	-50.0%	15	34	19	126.7%	
Urban Total		66	73	7	10.6%	528	749	221	41.9%	

	Branch	Incident Reports				May-20		May-21		
		Apr-21	Apr-22	Difference	% Change	Apr-21	to Apr-22	Difference	% Change	
Outlying Branches	BLUE DIAMOND LIBRARY	0	1	1	0.0%	0	1	1	0.0%	
	BUNKERVILLE LIBRARY	0	0	0	0.0%	2	2	0	0.0%	
	GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
	INDIAN SPRINGS LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
	LAUGHLIN LIBRARY	2	0	-2	-100.0%	5	10	5	100.0%	
	MESQUITE LIBRARY	1	0	-1	-100.0%	15	13	-2	-13.3%	
	MOAPA TOWN LIBRARY	0	0	0	0.0%	2	0	-2	-100.0%	
	MOAPA VALLEY LIBRARY	0	3	3	0.0%	1	7	6	600.0%	
	MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
	SANDY VALLEY LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
	SEARCHLIGHT LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
Outlying Total		3	4	1	33.3%	25	35	10	40.0%	
Grand Total		69	77	8	11.6%	553	784	231	41.8%	

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

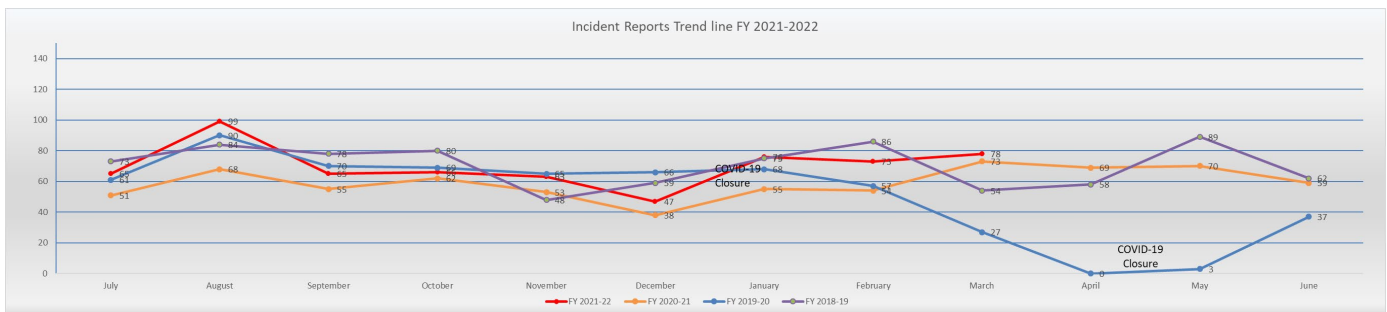
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In April 2022, there were **77** incidents, an **increase of 11.6%** from the total experience in April 2021 and 11.6% above April 2019. During this period, the District recorded **275,821** in-person visits. **This ratio is one incident for every 3,582 visits.**

Branch	Incident Reports				May-18		May-21		
	Apr-19	Apr-22	Difference	% Change	to Apr-19	to Apr-22	Difference	% Change	
CENTENNIAL HILLS LIBRARY	3	0	-3	-100.0%	21	13	-8	-38.1%	
CLARK COUNTY LIBRARY	13	18	5	38.5%	208	228	20	9.6%	
EAST (LAS VEGAS) LIBRARY	6	6	0	0.0%	80	71	-9	-11.3%	
ENTERPRISE LIBRARY	8	6	-2	-25.0%	41	44	3	7.3%	
MEADOWS LIBRARY	0	0	0	0.0%	1	4	3	300.0%	
RAINBOW LIBRARY	4	4	0	0.0%	26	24	-2	-7.7%	
SAHARA WEST LIBRARY	4	0	-4	-100.0%	46	42	-4	-8.7%	
SPRING VALLEY LIBRARY	2	4	2	100.0%	40	51	11	27.5%	
SUMMERLIN LIBRARY	1	2	1	100.0%	27	15	-12	-44.4%	
SUNRISE LIBRARY	2	3	1	50.0%	27	25	-2	-7.4%	
WEST CHARLESTON LIBRARY	6	5	-1	-16.7%	40	72	32	80.0%	
WEST LAS VEGAS LIBRARY	3	9	6	200.0%	43	49	6	14.0%	
WHITNEY LIBRARY	5	15	10	200.0%	97	77	-20	-20.6%	
WINDMILL LIBRARY	3	1	-2	-66.7%	44	34	-10	-22.7%	
Urban Total	60	73	13	21.7%	741	749	8	1.1%	

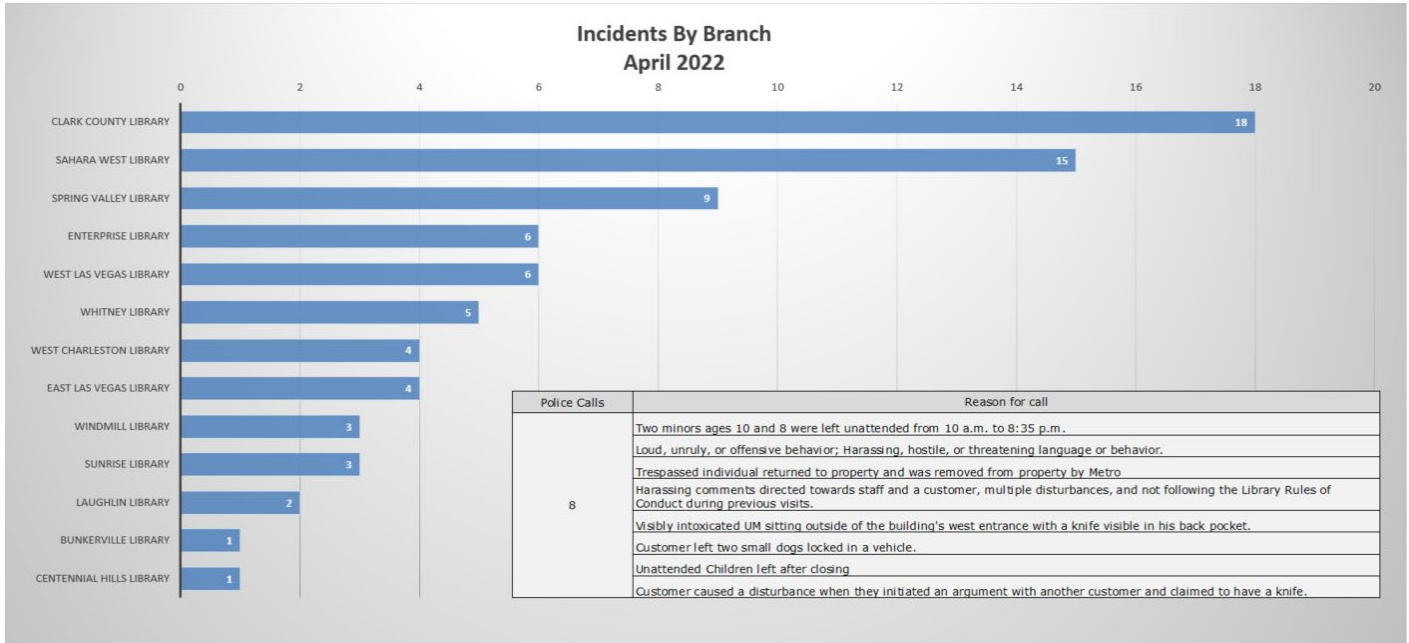
Branch	Incident Reports				May-18		May-21		
	Apr-19	Apr-22	Difference	% Change	to Apr-19	to Apr-22	Difference	% Change	
BLUE DIAMOND LIBRARY	0	1	1	0.0%	0	1	1	0.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
LAUGHLIN LIBRARY	1	0	-1	-100.0%	11	10	-1	-9.1%	
MESQUITE LIBRARY	8	0	-8	-100.0%	32	13	-19	-59.4%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
MOAPA VALLEY LIBRARY	0	3	3	0.0%	0	7	7	0.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	1	0	-1	-100.0%	
SANDY VALLEY LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SEARCHLIGHT LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
Outlying Total	9	4	-5	-55.6%	44	35	-9	-20.5%	
Grand Total	69	77	8	11.6%	785	784	-1	-0.1%	

April 2022, incidents remained relatively flat and followed a trendline similar to last fiscal year, even with the removal of masking disturbances. Incidents include all types of activity, not just disturbances with customers.

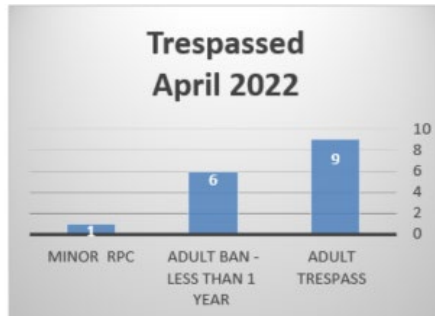


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The **Clark County Library** recorded the highest number of incidents at **18 incidents**. The remaining branches reported between **0 and 15 incidents**.



Trespass or Banned	Total
ADULT TRESPASS	9
ADULT BAN - LESS THAN 1 YEAR	6
Minor RPC	1



For April 2022, the staff made eight (8) calls to law enforcement, and fifteen (15) customers trespassed. Nine (9) received a one-year trespass while six (6) received a shorter partial year ban, and

APRIL 2022 INCIDENT TYPES

one (1) youth received a Request for Parental Conference (RPC).

District branch staff encountered **47** customer disturbances, accounting for most incident types at **61%**. This is a **2.1% decrease** in customer disturbances from April 2021. This **ratio** is **one disturbance for every 5,869 visits**.

No FixIt Clark County tickets were submitted but Facilities removed an encampment at the Summerlin Library.

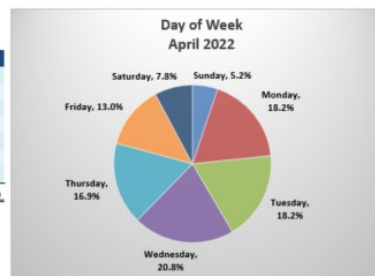


Library Operations Report
Page 12

Hour Incident Occurred	Total	%
Overnight	2	2.6%
9 AM	5	6.5%
10 AM	5	6.5%
11 AM	11	14.3%
12 PM	3	3.9%
1 PM	12	15.6%
2 PM	11	14.3%
3 PM	7	9.1%
4 PM	9	11.7%
5 PM	2	2.6%
6 PM	2	2.6%
7 PM	7	9.1%
8 PM	1	1.3%
Grand Total	77	100.0%



Day of Week	Total	%
Sunday	4	5.2%
Monday	14	18.2%
Tuesday	14	18.2%
Wednesday	16	20.8%
Thursday	13	16.9%
Friday	10	13.0%
Saturday	6	7.8%
Grand Total	77	100.0%



Most incidents occur at or near the opening and then again in the early afternoon when we have the most people in the library.

Similarly, Monday through Thursday have the potential for more incidents because we are open more hours. For April

2022, Wednesdays experienced the highest number of incidents at 16 or 20.8% of the total.

Library Name	Square Foot	Occupancy	April	INCIDENTS PER 10K SQ. FT.	Incidents per occupancy	Incidents per PIC
Blue Diamond	1,000	20	1	10.00	0.05	0.67
Bunkerville	1,200	24	0	0.00	0.00	0.00
Centennial Hills	45,555	689	0	0.00	0.00	0.00
Clark County	120,000	905	18	1.50	0.02	1.29
East Las Vegas	41,015	1200	6	1.46	0.01	1.00
Enterprise	26,300	526	6	2.28	0.01	1.20
Goodsprings	900	9	0	0.00	0.00	0.00
Indian Springs	1,200	24	0	0.00	0.00	0.00
Laughlin	15,562	323	0	0.00	0.00	0.00
Meadows Library	813	16	0	0.00	0.00	0.00
Mesquite Learning Center	5,464	133	0	0.00	0.00	0.00
Mesquite Library	13,313	370	0	0.00	0.00	0.00
Moapa Town	2,000	40	0	0.00	0.00	0.00
Moapa Valley	4,700	94	3	6.38	0.03	0.50
Mt. Charleston	2,800	56	0	0.00	0.00	0.00
Rainbow	26,800	808	4	1.49	0.00	0.50
Sahara West	122,000	920	0	0.00	0.00	0.00
Sandy Valley	1,200	24	0	0.00	0.00	0.00
Searchlight	1,200	24	0	0.00	0.00	0.00
Spring Valley	25,000	511	4	1.60	0.01	0.44
Summerlin	40,165	1014	2	0.50	0.00	0.33
Sunrise	23,000	345	3	1.30	0.01	0.50
West Charleston	38,900	1054	5	1.29	0.00	0.63
West Las Vegas(excluding Theater)	30,693	370	10	3.26	0.03	1.11
Whitney	24,500	563	15	6.12	0.03	2.14
Windmill Library and Service Center	142,149	994	1	0.07	0.00	0.11
Total Square Foot, Occupancy Rate, Total April, Average						
	757,429	11,056	78	1.03	70.55	0.54

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Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Monthly Statistics
Year over Year
April 2019 / April 2022

		Circulation				2019	2022			Gatecount				2019	2022		
	Library	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	50,019	29,471	-20,548	-41%	527,878	305,965	-221,913	-42%	33,033	22,803	-10,230	-31%	342,526	198,760	-143,766	-42%
	Clark County	43,983	15,094	-28,889	-66%	492,051	177,017	-315,034	-64%	48,609	24,345	-24,264	-50%	475,687	302,978	-172,709	-36%
	Enterprise	32,184	14,250	-17,934	-56%	352,887	166,246	-186,641	-53%	25,916	17,289	-8,627	-33%	264,658	169,808	-94,850	-36%
	East Las Vegas	6,454	11,079	4,625	72%	148,349	128,973	-19,376	-13%	13,040	21,605	8,565	66%	303,410	271,362	-32,048	-11%
	Meadows	2,668	348	-2,320	-87%	32,902	4,818	-28,084	-85%	2,731	1,184	-1,547	-57%	32,602	11,356	-21,246	-65%
	Rainbow	43,365	19,595	-23,770	-55%	459,607	218,831	-240,776	-52%	39,028	17,031	-21,997	-56%	400,595	234,834	-165,761	-41%
	Sahara West	56,204	32,857	-23,347	-42%	601,596	352,982	-248,614	-41%	44,914	26,020	-18,894	-42%	458,096	261,109	-196,987	-43%
	Spring Valley	35,057	13,542	-21,515	-61%	389,844	151,521	-238,323	-61%	35,171	19,637	-15,534	-44%	319,436	180,587	-138,849	-43%
	Summerlin	29,262	18,811	-10,451	-36%	313,304	199,417	-113,887	-36%	24,965	14,835	-10,130	-41%	229,155	146,588	-82,567	-36%
	Sunrise	40,437	13,547	-26,890	-66%	442,866	147,485	-295,381	-67%	28,495	17,225	-11,270	-40%	289,294	175,060	-114,234	-39%
	West Charleston	32,978	11,808	-21,170	-64%	335,471	142,727	-192,744	-57%	27,006	16,627	-10,379	-38%	292,658	156,162	-136,496	-47%
	West Las Vegas	14,618	3,759	-10,859	-74%	147,646	42,638	-105,008	-71%	23,332	17,259	-6,073	-26%	238,463	138,767	-99,696	-42%
	Whitney	34,812	15,621	-19,191	-55%	386,850	173,304	-213,546	-55%	44,915	14,670	-30,245	-67%	485,027	160,141	-324,886	-67%
	Windmill	50,554	28,064	-22,490	-44%	549,455	304,087	-245,368	-45%	29,751	20,875	-8,876	-30%	305,874	195,912	-109,962	-36%
	Urban Totals	472,595	227,846	-244,749	-52%	5,180,706	2,516,011	-2,664,695	-51%	420,906	251,405	-169,501	-40%	4,437,481	2,603,424	-1,834,057	-41%
Outlying Branches	Blue Diamond	353	238	-115	-33%	3,545	2,944	-601	-17%	534	282	-252	-47%	6,674	3,025	-3,649	-55%
	Bunkerville	439	227	-212	-48%	5,252	2,404	-2,848	-54%	1,772	1,348	-424	-24%	21,709	9,031	-12,678	-58%
	Goodsprings	1,393	291	-1,102	-79%	11,067	4,196	-6,871	-62%	543	606	63	12%	4,630	4,891	261	6%
	Indian Springs	1,991	778	-1,213	-61%	19,030	7,199	-11,831	-62%	1,932	2,358	426	22%	20,482	15,480	-5,002	-24%
	Laughlin	10,678	4,861	-5,817	-54%	111,649	53,005	-58,644	-53%	8,733	3,638	-5,095	-58%	83,812	35,562	-48,250	-58%
	Mesquite	12,564	6,264	-6,300	-50%	132,450	72,416	-60,034	-45%	14,309	10,235	-4,074	-28%	139,265	104,786	-34,479	-25%
	Moapa Town	608	267	-341	-56%	7,737	2,880	-4,857	-63%	650	395	-255	-39%	6,434	3,271	-3,163	-49%
	Moapa Valley	6,807	3,124	-3,683	-54%	66,709	35,997	-30,712	-46%	9,618	2,319	-7,299	-76%	100,145	44,642	-55,503	-55%
	Mt. Charleston	324	237	-87	-27%	4,297	2,145	-2,152	-50%	544	860	316	58%	7,287	7,233	-54	-1%
	Sandy Valley	2,223	460	-1,763	-79%	21,651	6,824	-14,827	-68%	1,170	992	-178	-15%	13,107	8,231	-4,876	-37%
	Searchlight	761	535	-226	-30%	8,492	3,510	-4,982	-59%	840	1,383	543	65%	10,207	8,587	-1,620	-16%
	Outlying Totals	38,141	17,282	-20,859	-55%	391,879	193,520	-198,359	-51%	40,645	24,416	-16,229	-40%	413,752	244,739	-169,013	-41%
Misc.	ILL	401	307	-94	-23%	4,244	2,912	-1,332	-31%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Metro	2,157	2,040	-117	-5%	21,714	12,068	-9,646	-44%	78	0	-78	-100%	690	0	-690	-100%
	Outreach	5,301	1,428	-3,873	-73%	61,401	16,442	-44,959	-73%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	eMedia	207,898	258,275	50,377	24%	1,928,912	2,560,005	631,093	33%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Online Renewals	212,507	325,711	113,204	53%	2,026,423	2,486,839	460,416	23%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Misc. Totals	428,264	587,761	159,497	37%	4,042,694	5,078,266	1,035,572	26%	78	0	-78	-100%	690	0	-690	-100%
	Grand Totals	939,000	832,889	-106,111	-11%	9,615,279	7,787,797	-1,827,482	-19%	461,629	275,821	-185,808	-40%	4,851,923	2,848,163	-2,003,760	-41%

*Due to the pandemic District Branches were closed March 16, 2020 thru June 3, 2020

*Due to the pandemic District Branches were closed December 16, 2020 thru January 3, 2021

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Las Vegas - Clark County Library District

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Monthly Statistics
Year over Year
April 2019 / April 2022

	Library	New Library Card				2019				2022				PC Internet Sessions				2019				2022			
		2019	2022	Difference	%	Year to Date	Year to Date	Difference	%	2019	2022	Difference	%	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	443	472	29	7%	5,304	3,616	-1,688	-32%	4,823	1,905	-2,918	-61%	45,858	18,130	-27,728	-60%								
	Clark County	793	564	-229	-29%	7,726	4,911	-2,815	-36%	8,276	5,696	-2,580	-31%	83,991	55,362	-28,629	-34%								
	Enterprise	327	249	-78	-24%	3,931	2,431	-1,500	-38%	2,948	1,804	-1,144	-39%	29,682	17,309	-12,373	-42%								
	East Las Vegas	1,039	360	-679	-65%	3,819	4,252	433	11%	1,413	4,085	2,672	189%	45,650	40,815	-4,835	-11%								
	Meadows	44	24	-20	-45%	440	246	-194	-44%	378	126	-252	-67%	3,506	1,307	-2,199	-63%								
	Rainbow	404	325	-79	-20%	5,092	3,014	-2,078	-41%	4,185	2,737	-1,448	-35%	43,015	25,751	-17,264	-40%								
	Sahara West	689	406	-283	-41%	6,408	4,935	-1,473	-23%	5,487	2,858	-2,629	-48%	49,948	28,270	-21,678	-43%								
	Spring Valley	362	233	-129	-36%	3,955	2,417	-1,538	-39%	6,669	3,272	-3,397	-51%	65,866	34,005	-31,861	-48%								
	Summerlin	241	227	-14	-6%	2,755	2,509	-246	-9%	1,905	1,185	-720	-38%	20,044	10,038	-10,006	-50%								
	Sunrise	890	249	-641	-72%	8,396	2,742	-5,654	-67%	5,666	2,327	-3,339	-59%	57,890	22,806	-35,084	-61%								
	West Charleston	339	189	-150	-44%	3,565	1,935	-1,630	-46%	3,786	2,235	-1,551	-41%	36,581	22,071	-14,510	-40%								
	West Las Vegas	294	215	-79	-27%	2,901	1,751	-1,150	-40%	5,053	2,752	-2,301	-46%	47,807	23,507	-24,300	-51%								
	Whitney	438	274	-164	-37%	4,571	3,397	-1,174	-26%	4,582	3,015	-1,567	-34%	45,090	26,212	-18,878	-42%								
	Windmill	579	427	-152	-26%	6,707	4,338	-2,369	-35%	5,199	2,419	-2,780	-53%	52,088	24,279	-27,809	-53%								
	Urban Totals	6,882	4,214	-2,668	-39%	65,570	42,494	-23,076	-35%	60,370	36,416	-23,954	-40%	627,016	349,862	-277,154	-44%								
Outlying Branches	Blue Diamond	0	1	1	NA	16	25	9	56%	19	14	-5	-26%	291	119	-172	-59%								
	Bunkerville	0	1	1	NA	11	16	5	45%	44	33	-11	-25%	552	279	-273	-49%								
	Goodsprings	0	2	2	NA	12	11	-1	-8%	22	63	41	186%	120	369	249	208%								
	Indian Springs	5	30	25	500%	41	101	60	146%	127	126	-1	-1%	1,614	821	-793	-49%								
	Laughlin	79	159	80	101%	782	595	-187	-24%	2,132	924	-1,208	-57%	17,179	7,916	-9,263	-54%								
	Mesquite	114	93	-21	-18%	2,581	1,960	-621	-24%	2,334	1,179	-1,155	-49%	22,180	11,236	-10,944	-49%								
	Moapa Town	1	0	-1	-100%	126	13	-113	-90%	103	28	-75	-73%	887	351	-536	-60%								
	Moapa Valley	9	18	9	100%	226	187	-39	-17%	411	299	-112	-27%	4,547	2,593	-1,954	-43%								
	Mt. Charleston	5	1	-4	-80%	29	14	-15	-52%	13	17	4	31%	117	154	37	32%								
	Sandy Valley	5	5	0	0%	46	30	-16	-35%	77	36	-41	-53%	927	486	-441	-48%								
	Searchlight	1	3	2	200%	29	18	-11	-38%	72	79	7	10%	493	456	-37	-8%								
	Outlying Totals	219	313	94	43%	3,899	2,970	-929	-24%	5,354	2,798	-2,556	-48%	48,907	24,780	-24,127	-49%								
Misc.	ALP	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA	203	34	-169	-83%	2,171	589	-1,582	-73%								
	Outreach	4	267	263	6575%	45,674	1,363	-44,311	-97%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA								
	Online Registration	426	666	240	56%	6,234	8,341	2,107	34%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA								
	WiFi	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA	96,632	50,402	-46,230	-48%	976,148	496,007	-480,141	-49%								
	Misc. Totals	430	933	503	117%	51,908	9,704	-42,204	-81%	96,835	50,436	-46,399	-48%	978,319	496,596	-481,723	-49%								
	Grand Totals	7,531	5,460	-2,071	-27%	121,377	55,168	-66,209	-55%	162,559	89,650	-72,909	-45%	1,654,242	871,238	-783,004	-47%								

*Due to the pandemic District Branches were closed March 16, 2020 thru June 3, 2020

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Las Vegas - Clark County Library District

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Monthly Statistics
Year over Year
April 2021 / April 2022

		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	33,397	29,471	-3,926	-12%	333,028	305,965	-27,063	-8%	18,000	22,803	4,803	27%	193,501	198,760	5,259	3%
	Clark County	19,385	15,094	-4,291	-22%	208,752	177,017	-31,735	-15%	22,242	24,345	2,103	9%	224,877	302,978	78,101	35%
	Enterprise	20,160	14,250	-5,910	-29%	210,810	166,246	-44,564	-21%	15,564	17,289	1,725	11%	152,910	169,808	16,898	11%
	East Las Vegas	12,824	11,079	-1,745	-14%	143,856	128,973	-14,883	-10%	31,117	21,605	-9,512	-31%	286,108	271,362	-14,746	-5%
	Meadows	303	348	45	15%	2,761	4,818	2,057	75%	783	1,184	401	51%	3,161	11,356	8,195	259%
	Rainbow	24,305	19,595	-4,710	-19%	259,835	218,831	-41,004	-16%	22,163	17,031	-5,132	-23%	200,359	234,834	34,475	17%
	Sahara West	36,891	32,857	-4,034	-11%	368,224	352,982	-15,242	-4%	22,379	26,020	3,641	16%	206,172	261,109	54,937	27%
	Spring Valley	17,802	13,542	-4,260	-24%	198,148	151,521	-46,627	-24%	18,480	19,637	1,157	6%	166,900	180,587	13,687	8%
	Summerlin	20,136	18,811	-1,325	-7%	202,705	199,417	-3,288	-2%	12,400	14,835	2,435	20%	116,800	146,588	29,788	26%
	Sunrise	16,430	13,547	-2,883	-18%	185,431	147,485	-37,946	-20%	11,000	17,225	6,225	57%	113,203	175,060	61,857	55%
	West Charleston	16,799	11,808	-4,991	-30%	173,214	142,727	-30,487	-18%	13,302	16,627	3,325	25%	140,394	156,162	15,768	11%
	West Las Vegas	2,193	3,759	1,566	71%	53,639	42,638	-11,001	-21%	12,065	17,259	5,194	43%	150,037	138,767	-11,270	-8%
	Whitney	20,397	15,621	-4,776	-23%	211,570	173,304	-38,266	-18%	15,757	14,670	-1,087	-7%	213,074	160,141	-52,933	-25%
	Windmill	31,846	28,064	-3,782	-12%	342,200	304,087	-38,113	-11%	17,319	20,875	3,556	21%	182,287	195,912	13,625	7%
	Urban Totals	272,868	227,846	-45,022	-16%	2,894,173	2,516,011	-378,162	-13%	232,571	251,405	18,834	8%	2,349,783	2,603,424	253,641	11%
Outlying Branches	Blue Diamond	230	238	8	3%	2,269	2,944	675	30%	344	282	-62	-18%	3,353	3,025	-328	-10%
	Bunkerville	287	227	-60	-21%	5,947	2,404	-3,543	-60%	592	1,348	756	128%	10,197	9,031	-1,166	-11%
	Goodsprings	615	291	-324	-53%	7,045	4,196	-2,849	-40%	350	606	256	73%	3,110	4,891	1,781	57%
	Indian Springs	650	778	128	20%	7,424	7,199	-225	-3%	1,809	2,358	549	30%	8,642	15,480	6,838	79%
	Laughlin	8,339	4,861	-3,478	-42%	57,780	53,005	-4,775	-8%	3,366	3,638	272	8%	43,771	35,562	-8,209	-19%
	Mesquite	8,097	6,264	-1,833	-23%	83,448	72,416	-11,032	-13%	11,302	10,235	-1,067	-9%	97,496	104,786	7,290	7%
	Moapa Town	322	267	-55	-17%	3,602	2,880	-722	-20%	357	395	38	11%	3,752	3,271	-481	-13%
	Moapa Valley	3,486	3,124	-362	-10%	44,029	35,997	-8,032	-18%	2,090	2,319	229	11%	69,080	44,642	-24,438	-35%
	Mt. Charleston	232	237	5	2%	3,942	2,145	-1,797	-46%	425	860	435	102%	4,498	7,233	2,735	61%
	Sandy Valley	1,046	460	-586	-56%	10,278	6,824	-3,454	-34%	744	992	248	33%	7,424	8,231	807	11%
	Searchlight	407	535	128	31%	5,082	3,510	-1,572	-31%	556	1,383	827	149%	5,133	8,587	3,454	67%
	Outlying Totals	23,711	17,282	-6,429	-27%	230,846	193,520	-37,326	-16%	21,935	24,416	2,481	11%	256,456	244,739	-11,717	-5%
Misc.	ILL	339	307	-32	-9%	3,421	2,912	-509	-15%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Metro	0	2,040	2,040	NA	3,690	12,068	8,378	227%	0	0	0	NA	0	0	0	NA
	Outreach	2,041	1,428	-613	-30%	21,440	16,442	-4,998	-23%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	eMedia	252,754	258,275	5,521	2%	2,676,936	2,560,005	-116,931	-4%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Online Renewals	143,755	325,711	181,956	127%	1,430,491	2,486,839	1,056,348	74%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Misc. Totals	398,889	587,761	188,872	47%	4,135,978	5,078,266	942,288	23%	0	0	0	NA	0	0	0	NA
	Grand Totals	695,468	832,889	137,421	20%	7,260,997	7,787,797	526,800	7%	254,506	275,821	21,315	8%	2,606,239	2,848,163	241,924	9%

*Due to the pandemic District Branches were closed March 16, 2020 thru June 3, 2020

*Due to the pandemic District Branches were closed December 16, 2020 thru January 3, 2021

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Las Vegas - Clark County Library District

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Monthly Statistics
Year over Year
April 2021 / April 2022

	Library	New Library Card				2021				2022				PC Internet Sessions				2021				2022			
		2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	Year to Date	Year to Date	Difference	%	Year to Date	Year to Date	Difference	%	Year to Date	Year to Date	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	246	472	226	92%	2,632	3,616	984	37%	1,715	1,905	190	11%	17,794	18,130	336	2%								
	Clark County	320	564	244	76%	3,228	4,911	1,683	52%	4,003	5,696	1,693	42%	43,766	55,362	11,596	26%								
	Enterprise	176	249	73	41%	1,958	2,431	473	24%	1,767	1,804	37	2%	17,402	17,309	-93	-1%								
	East Las Vegas	276	360	84	30%	3,374	4,252	878	26%	3,244	4,085	841	26%	31,646	40,815	9,169	29%								
	Meadows	13	24	11	85%	43	246	203	472%	54	126	72	133%	54	1,307	1,253	2320%								
	Rainbow	226	325	99	44%	2,476	3,014	538	22%	2,437	2,737	300	12%	23,443	25,751	2,308	10%								
	Sahara West	262	406	144	55%	3,734	4,935	1,201	32%	2,754	2,858	104	4%	26,638	28,270	1,632	6%								
	Spring Valley	196	233	37	19%	2,083	2,417	334	16%	3,838	3,272	-566	-15%	35,604	34,005	-1,599	-4%								
	Summerlin	136	227	91	67%	1,279	2,509	1,230	96%	877	1,185	308	35%	7,753	10,038	2,285	29%								
	Sunrise	151	249	98	65%	2,421	2,742	321	13%	2,028	2,327	299	15%	18,998	22,806	3,808	20%								
	West Charleston	146	189	43	29%	1,409	1,935	526	37%	1,054	2,235	1,181	112%	19,961	22,071	2,110	11%								
	West Las Vegas	168	215	47	28%	1,486	1,751	265	18%	2,319	2,752	433	19%	21,752	23,507	1,755	8%								
	Whitney	196	274	78	40%	2,728	3,397	669	25%	2,824	3,015	191	7%	27,922	26,212	-1,710	-6%								
	Windmill	257	427	170	66%	2,742	4,338	1,596	58%	2,272	2,419	147	6%	21,037	24,279	3,242	15%								
	Urban Totals	2,769	4,214	1,445	52%	31,593	42,494	10,901	35%	31,186	36,416	5,230	17%	313,770	349,862	36,092	12%								
Outlying Branches	Blue Diamond	1	1	0	0%	18	25	7	39%	2	14	12	600%	99	119	20	20%								
	Bunkerville	1	1	0	0%	25	16	-9	-36%	9	33	24	267%	204	279	75	37%								
	Goodsprings	0	2	2	NA	28	11	-17	-61%	7	63	56	800%	81	369	288	356%								
	Indian Springs	3	30	27	900%	30	101	71	237%	67	126	59	88%	369	821	452	122%								
	Laughlin	31	159	128	413%	472	595	123	26%	857	924	67	8%	7,975	7,916	-59	-1%								
	Mesquite	103	93	-10	-10%	822	1,960	1,138	138%	1,118	1,179	61	5%	10,031	11,236	1,205	12%								
	Moapa Town	0	0	0	NA	20	13	-7	-35%	56	28	-28	-50%	396	351	-45	-11%								
	Moapa Valley	17	18	1	6%	159	187	28	18%	102	299	197	193%	1,214	2,593	1,379	114%								
	Mt. Charleston	1	1	0	0%	21	14	-7	-33%	10	17	7	70%	104	154	50	48%								
	Sandy Valley	2	5	3	150%	25	30	5	20%	38	36	-2	-5%	395	486	91	23%								
	Searchlight	1	3	2	200%	12	18	6	50%	12	79	67	558%	104	456	352	338%								
	Outlying Totals	160	313	153	96%	1,632	2,970	1,338	82%	2,278	2,798	520	23%	20,972	24,780	3,808	18%								
Misc.	ALP	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA	86	34	-52	-60%	673	589	-84	-12%								
	Outreach	52	267	215	413%	2,384	1,363	-1,021	-43%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA								
	Online Registration	904	666	-238	-26%	9,060	8,341	-719	-8%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA								
	WiFi	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA	49,339	50,402	1,063	2%	497,272	496,007	-1,265	0%								
	Misc. Totals	956	933	-23	-2%	11,444	9,704	-1,740	-15%	49,425	50,436	1,011	2%	497,945	496,596	-1,349	0%								
	Grand Totals	3,885	5,460	1,575	41%	44,669	55,168	10,499	24%	82,889	89,650	6,761	8%	832,687	871,238	38,551	5%								

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Las Vegas - Clark County Library District

ITEM VI.A.2.a.



MEMORANDUM

TO: Board of Trustees Through Kelvin Watson, Executive Director

FROM: Betsy Ward, Branding and Marketing Director

DATE: May 31, 2022

SUBJECT: Branding and Marketing Activity Report, June 2022

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for the month of May 2022 and analytics compiled from the period of April 1-30, 2022.

Powerful Partnerships

Summer Challenge 2022

Creative, PR & Partnership Development

BAM continued to meet with the Community Engagement team to finalize marketing materials; discuss messaging, outreach, and PR opportunities; and to plan the May 21 Summer Challenge Kick-Off event at East Las Vegas Library. BAM updates include:

- For the website, the team created a new Summer Challenge 2022 [landing page](#) and hero banner on the homepage, which went live on May 12.
- Scheduled social media posts to link back to the Summer Challenge landing page.
- Created a [Partner Launch Kit](#), which includes all graphics, promotional pictures and video, press releases in English and Spanish, and sample copy for our partners to help them promote Summer Challenge.
- Created two :30 promotional videos; one to spotlight the prizes & activities for Kids/Teens, and another for Adult prizes & activities. These videos were added to the Library District YouTube Channel and will be used to promote Summer Challenge on social media. Please view the [Kids/Teens promo video](#) and the [Adults promo video](#).
- BAM collaborated with Community Engagement Director **Matt McNally** & Youth Services Manager **Shana Harrington** on the Pizza Hut partnership. BAM worked with Pizza Hut to explore promotional opportunities and they agreed to affix the Kids & Adults brochures to every takeout & delivery pizza from each of their 45 restaurants across the valley. To support this generous offer, BAM reprinted an additional 140,000 Kids + Adult brochures, which were delivered to Pizza Hut's local headquarters on May 24. Distribution is expected to begin the week of May 30. The initial distribution will take place for four weeks, and Pizza Hut is open to continuing throughout the summer.
- The PR team wrote and distributed press releases in English and Spanish for local media. Media coverage to date includes [KTNV Ch 13 Good Morning Las Vegas](#).

Branding and Marketing Report
Page 2

- Worked with the Las Vegas-Review Journal to provide information and assets on Summer Challenge for the paper's Summer Reading Guide, scheduled to be published online May 26 with a print version the debuting the following weekend.
- Sent the Launch Kit to community partners such as Las Vegas City Council, Clark County Commission to request their promotion of Summer Challenge in their newsletters and communication channels. To date, the City of Las Vegas Ward 6 Newsletter from Michelle Fiore has used the Summer Challenge graphic and promoted it to her subscribers.



Summer Challenge web page.





Advertising Campaign

In line with the new Summer Challenge for Adults program, which is new this year, BAM is running print and digital advertising campaigns for two audiences: a) parents of kids and teens, b) adults with no children.

Facebook:

Total Budget: \$22,000

Run dates: May 15 – July 24

Facebook Advertising Campaign:

- Summer Challenge Launch Campaign (May 15-June 15)
 - Parents/Kids/Teens: \$5K
 - Adults: \$5K
 - Message: Summer Challenge is Back – Sign Up Today!
- General Campaign (June 5-30)
 - Parents/Kids/Teens: \$5K
 - Adults: \$5K
 - Message: Summer Challenge Is Here – Have You Signed Up Yet?
- Final Call-To-Action Campaign (July 1-24)
 - Parents/Kids/Teens: \$1K
 - Adults: \$1K
 - Message: Summer Challenge Runs Through July 31 – There's Still Time to Win Great Prizes!

Audience Targets:

- Fans of LVCCLD
- Fans of CCSD
- Locals residing in Clark County
- Locals residing in Las Vegas
- Locals residing in each Library District branch zip code
- Local Parents
- Local Adults (18+ without kids)

BAM will also refine these further by targeting relevant interests such as:

- Reading
- Art
- STEAM Learning

Branding and Marketing Report
Page 4

- Music
- Podcasting
- DJing
- Coding

The promotional videos will also be used in the Facebook Advertising, as video content is recommended and prioritized by Facebook.

Publication	Ad Size	Rate	Date Running	Misc.	Kids Summer Challenge Theme – Have Fun & Win!	Adult Summer Challenge – Have Fun & Win!
Las Vegas Latin Chamber	Full Page		May Edition	Libraries Deliver Revolutionary Learning		
Black Image	Full Page	\$2,000.00	May Edition		X	
Las Vegas Weekly	½ p. vertical	\$1,770.00	May 12		X	
	Full page	\$3,211.00	May 19		X	
	½ p. vertical	\$1,681.50	May 19			X
	½ p. vertical	\$1,681.50	May 26		X	
RJ	Full Page	\$3,500.00 (reg \$5,000.00)	May 15		X	
	Half Page	\$1,750.00	May 15			X
	Full Page	\$3,500.00 (reg \$5,000.00)	May 19		X	
	Full Page	\$3,000.00 (reg \$5,000.00) additional	May 22		X	

Branding and Marketing Report
Page 5

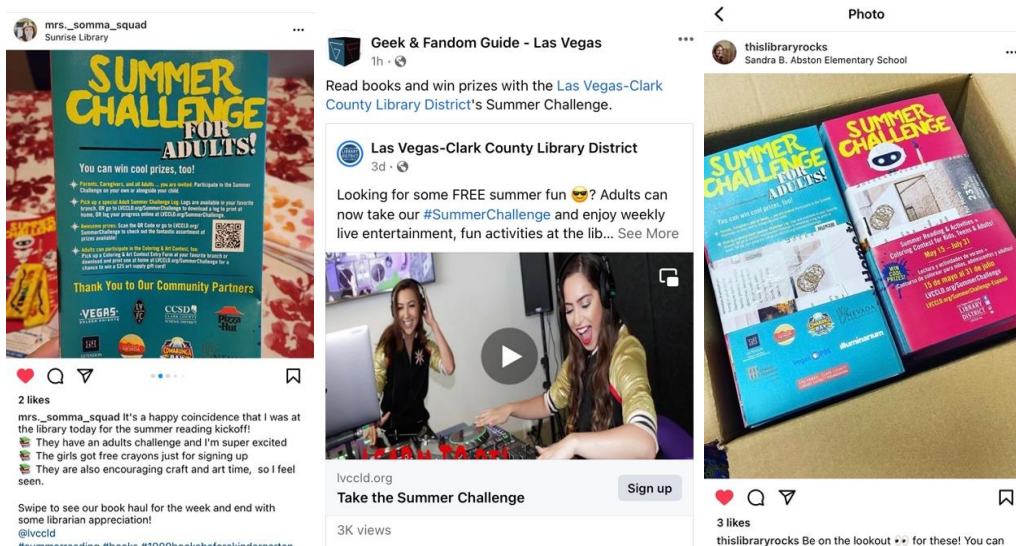
		\$500.00 discount				
	Full Page	\$3,000.00 (reg \$5,000.00) additional \$500.00 discount	May 29		X	
	Full Page	\$2,400.00 (Reg \$3,400.00)	May 20		X	
RJ en Espanol (El Tiempo)	½ page	\$770.00	May 18		X	
	½ page	\$770.00	June 1		X	
	¼ page	\$425.00	June 1			X
	½ page	\$770.00	June 8		X	
	¼ page	\$425.00	June 8			X
Asian Journal	½ page	\$950.00	May 12		X	
	½ page	\$950.00	May 26		X	
	¼ page	TBD	May 26			X
	½ page	\$950.00	June 2		X	
	¼ page	TBD	June 2			X

Summer Challenge Kick-Off Event May 21

BAM supported the event with the following:

- Scheduled dedicated social media posts to promote the Summer Challenge Kick-Off
- Pitched the media with English and Spanish alerts, resulting in coverage in the [Las Vegas Review-Journal en Español](#), [KLAS 8 News Now](#), [KSNV News 3](#), KVCW & [Happening Next](#).
- Attended the event to elevate promotional efforts, including real-time social media posts featuring fun photos & videos from the event, plus on-site PR support for potential media attendance.
- Created b-roll and soundbites from Library District staff, in English from **Shana Harrington** and in Spanish from YPL Children's Services Assistant **Alejandra Castellanos-Mata**. These interviews were used for post-event promotion, sent to media not in attendance. The footage will also be used for 2023 Summer Challenge promotional assets.





New Library District PSAs for COX Communications

The BAM PR team continued to work with Library District Development team to craft public service announcements that will be broadcast on COX Communications TV channels. The spots were filmed on May 24 at East Las Vegas Library and May 26 at Windmill Library, and feature Executive Director **Kelvin Watson**. Each PSA highlights Library District programs and encourages support of the Foundation. The spots will begin airing on local COX channels this summer.

100 Black Men Las Vegas Summer Read with Kelvin Watson

The Library District is partnering with 100 Black Men of Las Vegas for a summer reading program with eight events, scheduled from June 15 – Aug. 3. **Kelvin Watson** will be the featured speaker at the kick-off and final meeting dates. BAM is supporting the series with the following:

- Flyer for branches, developed by Leo Segura
- Article in the June issue of Black Image magazine
- Promotion in Library Highlights eNewsletter
- Website homepage placement
- Social media promotion
- Orange Boy neighborhood eBlasts around the participating branches: West Las Vegas, Centennial Hills, Sahara West

JP Morgan Chase (JPMC) Financial Workshops

The BAM PR team met with JPMC's vice president of media relations and community engagement to discuss promotion of a new partnership between JPMC and the Library District. JPMC is planning to hold approximately 60 free financial health education workshops for individuals and small businesses from June through November at various branches. More details to come.

AANHPI Heritage Month 2022

- New 2022 promotional graphic for use on the website and social media
- [New blog post](#), which went live on April 29
- Social posts created to promote AANHPI events
- Staff lists created by Website Content Committee
- Updated [AANHPI audience page](#)



- #MusicMay [blog post](#)
- Dedicated promotional graphic
- Added graphic to website homepage, which went live on May 2 and linked back to the blog
- Scheduled social media posts throughout the month that linked back to the blog
- Included in Library Highlights eNewsletter, which went out on May 13

by Paula May 2, 2022



UNLV Chamber Orchestra in Concert
Tuesday, May 3 at 7 p.m.
Clark County Library

Feel the Rhythm of the Night
Tuesday, May 10 at 7 p.m.
Clark County Library

Opera with Class
May 12 & 27 at 7 p.m. &
May 29 at 3 p.m.
Clark County Library



Branding and Marketing Report
Page 9**Career Online High School (COHS) Graduation on May 4**

BAM assisted Community Engagement in shining the spotlight on the May 4 Career Online High School Graduating Class of Spring 2022 at Clark County Library. The team with a photographer and videographer to capture images of the ceremony, graduates and presentations by Library District staff including **Kelvin Watson**, **Matt McNally** and Literacy Services Manager **Jill Hersha** as well as keynote speaker City of Las Vegas Councilman Stavros Anthony. The team used the images for social media posts, and future promotional videos and graphics to promote the program. We also provided the images to the graduates.

Media Coverage

Media outreach resulted in the following coverage:

- Las Vegas Weekly, Karla Bonoff concert at Summerlin Library (May 15)
- Las Vegas Weekly, Lane Nishikawa Film Festival at Clark County Library (May 17-18)
- KLAS 8 News Now, Las Vegas Kaminari Taiko In Concert at Summerlin Library (May 21)



5.12.22

LAS VEGAS WEEKLY 11

12 LAS VEGAS WEEKLY

5.12.22



Powerful Platforms

Library Highlights eNewsletter

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

May 12 Issue: **Summer Challenge Kick-Off Event 5/21 + Celebrate AANHPI Heritage Month + Enjoy #MusicMay**

Topics: Summer Challenge launch details + kick-off event on May 21 at East Las Vegas Library, AANHPI Heritage Month at the Library District, #MusicMay concerts & downloadable content, Mental Health Workshops at the Library District during Mental Health Awareness Month, Small Business Saturday Local Small Business Showcase with Commissioner Marilyn Kirkpatrick on May 21 at the Clark County Government Center Amphitheater, Saving For College Financial Literacy Seminar with Clark County Commissioner Michael Naft on May 19 at Enterprise Library, Upcoming Must-See Events & Programs as selected by PVS/YS/BAM, and a call-to-action to donate to the Library District Foundation.

- 67,961 unique opens with a 19% open rate
- 1,559 unique clicks generated
- 731 clicks to the Summer Challenge landing page
- Sent to 366,649 unique emails
- 688 unsubscribes

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.
- [View the Google Studio Data Report updates](#) in real-time for all our current Google Grant Google AdWords campaigns.
- Conversation tracking for priority Google AdWords campaigns (April 18 – May 18, 2022):
 - Our overall CTR (click-through rate) was 18%, which continues to be incredibly high as the average CTR across Google Grants is 10%.
 - Over 100 people found the Library District Foundation pages when searching for "book sales" or "where to donate books"
 - 42 people found our Summer Challenge landing page, #MusicMay blog post and AANHPI Heritage Month 2022 blog by searching for things like "Axis 360" and "programs for teens. This is great to see as it shows the Library District website is doing a strong job of tying initiatives like these together.
 - The Library District received one free month of service from Nonprofit Megaphone for referring Legal Aid Center of Southern Nevada to manage their Google Grant. Our current service agreement now runs through May 6, 2023.

Social Media Highlights

KNPR @KNPRnews · 12h
This isn't your grandfather's library.
bit.ly/3vWhNyx

Las Vegas-Clark County Library District @LVCCLD · May 5
Music lovers, the #LibraryDistrict has FREE concerts happening all month long! Enjoy unforgettable live performances from dynamic jazz to accomplished acoustic acts. We've got something for everyone during #MusicMay! Details: LibraryDistrict.org/musicmay #LibrariesDoThat



9 views

Workforce Connections' One-Stop Career ... @OneStopCareer... · 1h
The @LVCCLD hosts an Employ NV Business Hub at its beautiful Sahara West Library, helping local businesses recover and grow!

LVCCLD executive director @kelwat103 congratulates all of the partners and staff on winning the 2022 @NAWDP Program of the Year.



9 views

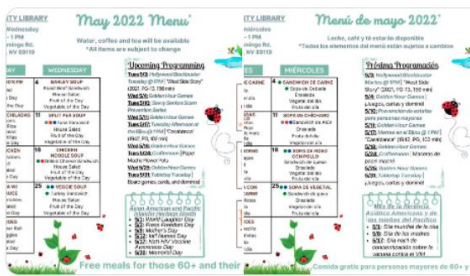
Senator Cortez Masto @SenCortezMasto · May 13
Taking care of our #mentalhealth is as important as taking care of our physical health. The @LVCCLD is hosting FREE workshops to teach Nevadans how to manage stress this #MentalHealthAwarenessMonth. See more information below!

Las Vegas-Clark County Library District @LVCCLD · May 12
Our FREE #MentalHealth Workshops continue May 18 at #SaharaWestLibrary! Learn how to practice relaxation & coping skills for stress management. Presented in partnership with @NAMI_Nv: bit.ly/3sbjTmK #LibrariesDoThat



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Three Square @threesquareLV
In partnership with the @LVCCLD, seniors 60+ and their loved ones can receive free meals on Tuesdays and Wednesdays at Clark County Library. For details, please download the flyers below, available in both English and Spanish.



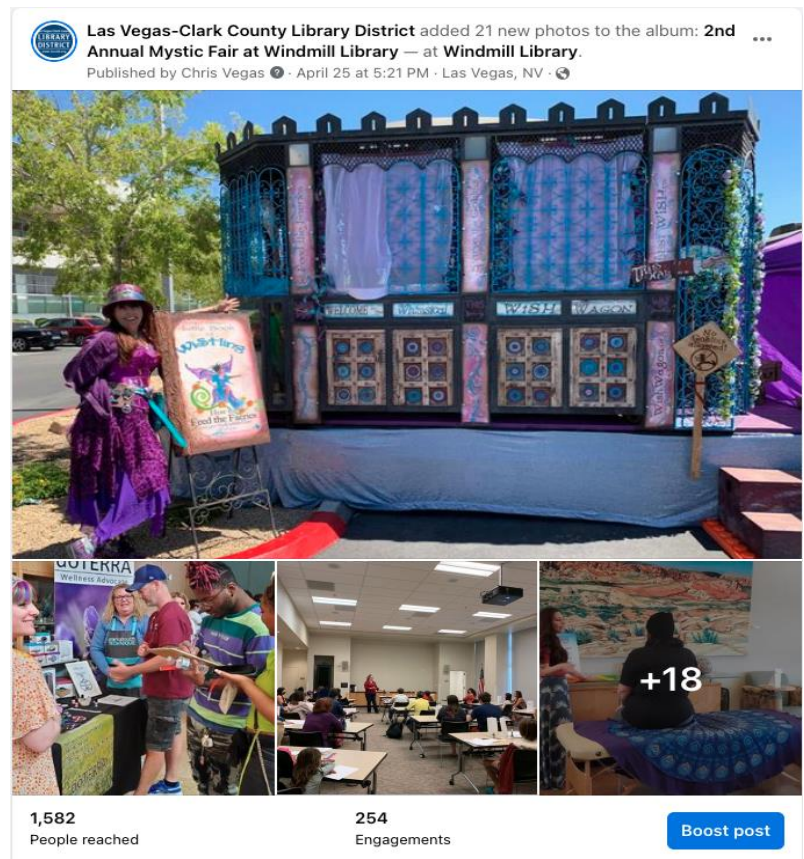
2:15 PM · May 4, 2022 · Sprout Social

2 Retweets 1 Quote Tweet 2 Likes

Top Social Media Posts April 2022

Facebook:

A photo album from Windmill Library's Mystic Fair was our top performing Facebook post for the month with **1,582 organic impressions**. We also had **254 user engagements**, which helps to increase the total reach of the post.



Twitter:

On April 10, a Concealed Carry Weapons group rented the theatre at Clark County Library for a paid event. Racist language and imagery were featured on a slide in the group's presentation. Several political candidates were also in attendance.

On April 12, a screen grab of this racist language and imagery was posted online, along with a complaint and a mention of the political attendees. Within 20 minutes of learning about this abhorrent incident, BAM issued an official response from the Library District on social media, condemning racism and hate speech of any kind, stating that this incident in no way represents the opinions or views of the Library District, and explaining that the event was not a Library District sponsored event. We received many tweets in support of this statement, but there were also those who felt the Library District should have taken more action (e.g. vetting of rental event content).

The Library District's official response turned out to be the top Tweet of the month, with **110,352 organic impressions, 9,567 user engagements, 306 Likes & 20 Retweets.**

We also received numerous local media inquiries about the incident, and because there were political candidates in attendance, the story went national in Newsweek. However, all reporters accepted our statement of explanation and instead focused on the source of the language and imagery.

**Instagram:**

The Library District's most popular post on Instagram in April promoted the BTS Celebration at Spring Valley Library. This timely post tied into the larger pop culture following of BTS, a South Korean boy band, and generated **3,382 organic impressions & 174 total user engagements.**



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

LVCCLD Facebook

	Fans	Impressions	Post Engagements	Link Clicks
April 2022 Statistics	13,679	124,885	4,516	281
% Gain from March	+1%	+24%	+4%	+5%
% Gain from April 2021	+7%	+111%	+136%	+37%
% Gain from April 2020	+13%	-2%	+4%	-12%

Notes: We increased all our key Facebook analytics our month-over-month, as well as year-over-year. We hope to continue this momentum with the start of Summer Challenge, as we will run dedicated Facebook Advertising campaigns throughout the program. Additionally, as virtual programming is created over the coming months, we will include those videos in our monthly content calendar. This should also increase our analytics as dynamic video content is prioritized by Facebook's algorithm.

LVCCLD Twitter

	Followers	User Engagements	Organic Impressions	Link Clicks
April 2022 Statistics	4,031	23,967	393,303	541
% Gain from March	+2%	+988%	+341%	+191%
% Gain from April 2021	+11%	+1,204%	+194%	+226%
% Gain from April 2020	+23%	+881%	+237%	+105%

Notes: All of our key analytics on Twitter were noticeably up from the previous month, as we received a lot of Twitter attention and user engagement stemming from the Carry Concealed Weapon incident. In addition, each month, we share links to priority landing pages on the website, along with 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
April 2022 Statistics	5,197	2,043	72,507	1,780	150
% Gain from March	+2%	-17%	-15%	-15%	-24%
% Gain from April 2021	+25%	+17%	+23%	+13%	+56%
% Gain from April 2020	+63%	+53%	+74%	+46%	+477%

Notes: We increased our new followers, but our other key analytics were down from last month. However, we are up considerably year-over-year and we expect our analytics to increase next month once Summer Challenge begins. Additionally, as virtual programming is being ramped up in the coming months, BAM will utilize our IGTV feed again, which will help to increase our user engagement. BAM continues to post daily to IG Stories to help promote the weekly priority programs happening across the Library District, and to

share “real-time” coverage of priority events, such as the Summer Challenge Kick-Off at East Las Vegas Library on Saturday, May 19.

YouTube

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
April 2022 Statistics	1,159	18,600	86 hrs	6 min 3 sec
% Gain from April	+1%	-22%	-26%	+16%
% Gain from April 2021	+16%	+30%	+199%	+131%
% Gain from April 2020	N/A	N/A	N/A	N/A

Notes: We continued to steadily increase our new followers and average view duration, despite not having any new virtual programming added. We are also encouraged to see our year-over-year analytics significantly up. However, until virtual programming is consistently created and added, our analytics will not be as robust as we would want on this platform as YouTube’s algorithm prioritizes fresh content.

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

	Unique Visitors	Homepage Views	Total User Sessions	Average User Sessions	Average Session Duration
April 2022 Statistics	75,277	101,868	220,066	2.35	3 min 46 sec
% Gain from March	-2%	-4%	-4%	-4%	-1%
% 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: We were slightly down from the previous month’s higher analytics, but not by much. We will be heavily promoting Summer Challenge from May 15 – July 31, with a Facebook digital advertising campaign, so we expect to increase our website traffic during this period.

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 timeframe also contains skewed data during the COVID-19 pandemic when the Library District was closed for extended periods, and more residents were at home. BAM will be using the current FY reporting as the new website analytics baseline moving forward.

ITEM VI.A.2.b.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Matt McNally, Community Engagement Director

DATE: May 31, 2022

SUBJECT: Community Engagement Report, June 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 **April 1, 2022 – April 30, 2022.**

POWERFUL PEOPLE

- Congresswoman Susie Lee, Clark County Commissioner Tick Segerblom, District Attorney Steve Wolfson, Nevada State Library Administrator Mike Strom, NPHY Executive Director Arash Ghafoori, Nevada Homeless Alliance Executive Director Catrina Grigsby-Thedford, CEO Kevin Malone of the U.S. Institute Against Human Trafficking, and Library District Board of Trustees Jiron and Waugh attended the *Cell Phone Lending Program* kick-off event. The program provided customers who are experiencing homeless, or at risk of experiencing homelessness, a free cell phone and 18 months of unlimited service by checking out one of the 383 devices from the Library District. The event also featured a resource fair of wrap-around services.
- Concluded recruitments of vacancies for five part-time Scheduling Specialists and two part-time Technical and Production Services Technicians.
- Contracted Pulitzer Prize winning authors Tracy K. Smith and Hilton Als for programming events as part of the Adult Summer Challenge. Both will speak and visit libraries in July.
- Met with artist Eyob Mergia about a proposed interactive-art installation that would travel to multiple library branches.
- Nevada State College Office of Art & Culture Executive Director Angela Brommel met LVCCLD staff to learn about the gallery installation process.
- Continued planning with Councilwoman Olivia Diaz on a childcare resource symposium scheduled for Latino in-home childcare providers on September 8 at East Las Vegas Library.
- Coordinated with Human Resources to provide new hire orientation for 21 previously contracted instructors who transitioned to part-time employees in the Adult Learning Program.
- Five Adult Learning Program staff attended the Mountain Plains Adult Education Association 2022 conference. The conference focused on using innovative technology to offer hybrid adult education classes.

- Met with Human Resources to discuss development of an Adult Services Manager position to aide Library Operations Adult Services staff.
- Addressed numerous customer concerns regarding a rental event at the Clark County Library.
- Joined a telephone call with customer Mr. Steve Lake, Executive Director Watson, and Library Operations Manager Leo Segura.

POWERFUL PLACES

- *Summer Challenge 2022* began May 15 and will run through July 31. This year's theme is *Framing a Better World* which emphasizes the 'A' in STEAM while placing emphasis on reading and learning throughout the summer. An Art and Coloring contest will occur and the initiative is supported with over 400 youth and adult programs District-wide. The following partnerships helped advance the initiative:
 - **CCSD:** Distributed 234,487 brochures to students in classrooms.
 - Library branches were provided an additional 50,000 brochures to reach preschools, private schools, charter schools, recreational centers, outreach locations, and in-branch library customers.
 - **Vegas Golden Knights:** 10 jerseys and 10 Chance plush dolls for grand prizes.
 - **LV Lights FC:** 100 scarves, 50 anytime ticket books, and 10 jerseys for grand prizes.
 - **Pizza Hut:** 20,000 personal pan pizzas and 30% off coupons for adults as completion prizes; Distribution of 70,000 children brochures and 70,000 adult brochures on pizza boxes.
 - **Cowabunga Bay:** 50 free admission tickets.
 - **LVCCLD Foundation:** Level Up book prizes for kids and Bookstore Bucks for adults.
 - **Illuminarium:** 75 family four packs and \$10 off local coupons.
 - **Three Square:** *Meet Up and Eat Up* programs at 11 library locations occurring 5-7 days a week.
 - **Nevada Humanities:** 2 Nevada Reads author visits.
 - **Get Outdoors Nevada:** 18 children programs.
 - **University of Nevada Reno Extension:** 30 children programs.
 - **Vegas PBS:** 18 children programs.
- Met with Branch Managers of Rainbow and Sunrise libraries to purchase requests for audio equipment and improve branch programming.
- Hosted a public reception at Laughlin Library for the group exhibit *Spirit of the Land*, which celebrates the Spirit Mountain area and includes satellite exhibits at Searchlight Community Center and the University of Nevada, Las Vegas.
- Attended art exhibit receptions at NUWU Art for artist Fawn Douglas and at First Friday in the Arts District.
- Attended Science Fest as a vendor at World Market Pavilion. Engaged 1,500 attendees with 3-D printing, laser engraving, button making, and literature explaining the District's vast services.
- Held 28 orientation and testing sessions and assessed over 350 new students for the Adult Learning Program Cycle IV ESL classes.

POWERFUL PARTNERSHIPS

- Concluded a partnership with AARP for *Free Tax Assistance* in 2022. The program aided 4,041 customers at six library branches during 108 programs.

Community Engagement Report
Page 3

- Three Square Food Bank began a year-long program to provide free hot meals to seniors two days a week at the Clark County Library.
- Legal Aid Center of Southern Nevada hosted an *Ask a Lawyer Day* at the East Las Vegas Library where 200 customers received free legal advice in the fields of family law, landlord/tenant disputes, and other legal matters.
- Get Outdoors Nevada provided 500 hiking themed kits to nine library branches.
- Participated in Vegas PBS's STEAM Camp. Staff from four library branches filmed ten book talks for the third year in a row. The segments will air on Vegas PBS and will be shared on Library District social media channels.
- Continued planning efforts with Black Pearl Promotions to develop a non-profit symposium and resource fair at Sahara West Library on August 17.
- Engaged Southern Nevada Regional Housing Authority (SNRHA) to distribute 300 free Chromebooks at a resource fair on June 4. The Library District will engage the public with technology, issue library cards, and also promote *Summer Challenge*.
- Engaged Clark County Parks and Recreation Department to attend two Juneteenth celebrations and promote Library District services.
- Finalized plans with Discovery Children's Museum to provide STEM programming on Tuesday, Wednesday, Thursday, and Friday mornings in June and July, at the East Las Vegas, Rainbow, Sunrise, and West Las Vegas libraries. The initiative is funded by an IMLS grant.
- Submitted the Adult Education and Family Literacy Act (AEFLA) continued funding application to provide adult education services in FY 22-23.
- Began distribution of 1,600 Chromebooks to Adult Learning Program students, refugees, and local residents who do not have access to a device for educational purposes.
- Met with the Nevada Mining Association to discuss partnership opportunities including pathways for education certification, workforce development, and STEAM programs.
- Met with There is No Hope in Heroin (TINHIIH) to discuss assessment and delivery of services to youth.

POWERFUL PLATFORMS

- Presented six *Summer Challenge* rollouts for 183 library staff via WebEx.
- Three new Vroom, early childhood education resource videos launched and were added to the Library District's Ready for K webpage. They can be viewed at: <https://lvccld.org/ready-for-k/>
- The Career Online High School (COHS) diploma program officially transitioned under our new vendor Smart Horizons. COHS provides adults without high school completion, the opportunity to earn their high school diploma at no cost through the Library District.
- Continued development of a One-Stop Career Center onboarding document to support new providers in library branches.
- Met with Human Resources to collaborate on expectations for conference reimbursement procedures.
- Worked with Branding & Marketing to implement a document outlining procedures for staff of creating a Biblioboard.
- Attended Customer Service Manager training.
- Met with staff to advance virtual programming.
- Visited KNPR/Desert Companion to record a live interview for radio/print regarding recognition of the Western Arts Alliance Leadership Award.

- Attended the Library Operations Branch Manager meeting to learn about Playbook 2026 branch power plays.
- Joined the Administrative Team to converse with LSTA planning consultant Quality Metrics.

HIGHLIGHTED EVENTS

Seniors Community Lunch & Social Hour
Clark County



Girl Scouts Community Art Project
Clark County



UNLV Chamber Orchestra
Clark County



Family Music Fest
Windmill



Community Engagement Report
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Family Music Fest
Windmill



The Rocking Chair
West Las Vegas



Masterpiece Teddies Display
Sahara West



Spirit of the Land Reception
Laughlin



Ken Kline: Still Life Reception
West Charleston



AJ Studios Students: Imagine... Reception
Spring Valley



*Outreach Event
Touch a Truck**Outreach Event
Ries Elementary School***COMING HIGHLIGHT EVENTS IN JUNE**

<i>Summer Challenge</i>	District-wide	1-30
<i>Henderson Pride Fest</i>	Galleria Mall	10
<i>Adam London</i>	Sandy Valley, Moapa Valley, Spring Valley, Enterprise, Windmill	10, 12, 16, 17
<i>Michael Nigro in Concert</i>	Windmill, East Las Vegas	10, 11
<i>Juneteenth Celebration</i>	Desert Breeze & Pearson Community Centers	11, 17
<i>History of the World According to the Las Vegas Brass Band</i>	Clark County	12
<i>A Journey Through the Great American Songbook; Music Appreciation with Jonathan Karrant</i>	Summerlin	14
<i>Mob Museum: Forensics and Fingerprinting</i>	Enterprise, Whitney	14, 23
<i>Scott Bauer: Art of Inspiration</i>	Sahara West	16
<i>Juneteenth Celebration</i>	West Las Vegas	18

Community Engagement Report
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<i>Sistas that Paint: A Sista's Imagination</i>	West Las Vegas	18
<i>Fratello Marionettes: Spooktacular</i>	Various (16 branches)	20-26
<i>Kendra Atleework: Author Visit & Writing Workshop</i>	Windmill, West Las Vegas	23-24
<i>Heroes of the Fourth Turning – A Public Fit Theatre Company</i>	Clark County	24-25
<i>Michael P Branch: Author Visit</i>	West Charleston, Whitney, Windmill	25-27
<i>Jeff Fulmer: Hayikwiir Mat'aar</i>	Laughlin	26

COMING HIGHLIGHT EVENTS IN JULY

<i>Summer Challenge</i>	District-Wide	1-31
<i>Celebrate the 4th of July with the Swing It! Girls!</i>	West Charleston	3
<i>Las Vegas Stories The Early Pioneers of Las Vegas</i>	Clark County	7
<i>Koo Koo Kanga Roo</i>	Clark County, Summerlin	8, 9
<i>Dirk K & the All Star Band - Live in Concert</i>	Sahara West	10
<i>Stuntmasters BMX Assembly</i>	Laughlin, Rainbow, Centennial Hills, Clark County, Sunrise, East Las Vegas, Summerlin	12-15
<i>Joy Goldstein: Southwest Spirit</i>	Enterprise	19
<i>Catherine Eaton Skinner: Accumulations</i>	Summerlin	21
<i>24th Annual Las Vegas Dance in the Desert Festival</i>	Summerlin	29-30
<i>Hilton Als Author Visit</i>	Clark County	30

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Monthly Statistics
Year over Year
April 2019/ April 2022*

	Youth Services Programs					2019	2022			Youth Services Attendance					2019	2022		
	Library	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%	
Urban Branches	Centennial Hills	45	48	3	7%	428	314	-114	-27%	1,402	1,923	521	37%	12,240	9,860	-2,380	-19%	
	Clark County	64	82	18	28%	560	806	246	44%	3,259	1,037	-2,222	-68%	30,626	13,233	-17,393	-57%	
	Clark County BBTTC	157	159	2	1%	1,325	1,221	-104	-8%	2,365	1,879	-486	-21%	22,642	15,871	-6,771	-30%	
	Enterprise	63	70	7	11%	488	576	88	18%	1,017	1,178	161	16%	8,662	6,977	-1,685	-19%	
	East Las Vegas	6	94	88	1467%	359	655	296	82%	840	915	75	9%	4,132	7,483	3,351	81%	
	Meadows	0	12	12	N/A	0	77	77	N/A	0	159	159	N/A	0	822	822	N/A	
	Rainbow	72	69	-3	-4%	615	612	-3	0%	2,377	1,888	-489	-21%	21,808	13,766	-8,042	-37%	
	Sahara West	47	30	-17	-36%	523	299	-224	-43%	1,788	1,267	-521	-29%	17,003	10,228	-6,775	-40%	
	Spring Valley	68	167	99	146%	622	1,461	839	135%	2,247	4,895	2,648	118%	18,178	45,545	27,367	151%	
	Summerlin	49	34	-15	-31%	434	540	106	24%	1,587	1,309	-278	-18%	14,304	16,931	2,627	18%	
	Sunrise	49	67	18	37%	410	570	160	39%	1,032	1,062	30	3%	9,517	9,103	-414	-4%	
	West Charleston	35	62	27	77%	270	564	294	109%	545	954	409	75%	4,468	7,325	2,857	64%	
	West Las Vegas	55	87	32	58%	400	649	249	62%	477	1,400	923	194%	4,870	8,142	3,272	67%	
	Whitney	66	95	29	44%	632	837	205	32%	2,246	1,659	-587	-26%	20,236	14,754	-5,482	-27%	
	Windmill	46	30	-16	-35%	387	220	-167	-43%	1,634	1,502	-132	-8%	14,277	7,010	-7,267	-51%	
Urban Totals	822	1,106	284	35%	7,453	9,401	1,948	26%	22,816	23,027	211	1%	202,963	187,050	-15,913	-8%		
Outlying Branches	Blue Diamond	1	4	3	300%	31	53	22	71%	7	40	33	471%	369	395	26	7%	
	Bunkerville	9	3	-6	-67%	86	21	-65	-76%	50	33	-17	-34%	358	335	-23	-6%	
	Goodsprings	0	12	12	N/A	0	74	74	N/A	0	43	43	N/A	0	282	282	N/A	
	Indian Springs	31	27	-4	-13%	263	272	9	3%	113	267	154	136%	1,003	2,636	1,633	163%	
	Laughlin	19	12	-7	-37%	195	135	-60	-31%	276	48	-228	-83%	2,910	1,971	-939	-32%	
	Mesquite	66	75	9	14%	591	713	122	21%	1,325	965	-360	-27%	12,767	8,162	-4,605	-36%	
	Moapa Town	17	10	-7	-41%	171	132	-39	-23%	156	77	-79	-51%	1,706	644	-1,062	-62%	
	Moapa Valley	20	16	-4	-20%	281	231	-50	-18%	235	136	-99	-42%	3,904	3,123	-781	-20%	
	Mt. Charleston	0	4	4	N/A	1	59	58	5800%	0	36	36	N/A	18	380	362	2011%	
	Sandy Valley	3	5	2	67%	44	25	-19	-43%	7	25	18	257%	728	148	-580	-80%	
	Searchlight	26	22	-4	-15%	207	185	-22	-11%	185	117	-68	-37%	1,806	1,066	-740	-41%	
	Outlying Totals	192	190	-2	-1%	1,870	1,900	30	2%	2,354	1,787	-567	-24%	25,569	19,142	-6,427	-25%	
Outreach	Outreach-Branch	55	48	-7	-13%	663	255	-408	-62%	5,083	3,056	-2,027	-40%	42,301	21,453	-20,848	-49%	
	Outreach-Department	101	54	-47	-47%	742	475	-267	-36%	4,661	3,356	-1,305	-28%	32,494	27,827	-4,667	-14%	
	Outreach-PVS	3	0	-3	-100%	42	0	-42	-100%	7	0	-7	-100%	687	0	-687	-100%	
	Outreach-YS Admin.	0	0	0	N/A	29	0	-29	-100%	0	0	0	N/A	2,618	0	-2,618	-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	159	102	-57	-36%	1,476	730	-746	-51%	9,751	6,412	-3,339	-34%	78,100	49,280	-28,820	-37%	
Grand Totals	1,173	1,398	225	19%	10,799	12,031	1,232	11%	34,921	31,226	-3,695	-11%	306,632	255,472	-51,160	-17%		

*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
April 2019/ April 2022

		Adult Programs				2019	2022			Adult Attendance				2019	2022		
	Library	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	28	37	9	32%	246	249	3	1%	334	599	265	79%	3,666	4,308	642	18%
	Clark County	177	155	-22	-12%	1,534	1,519	-15	-1%	6,028	3,973	-2,055	-34%	55,895	40,376	-15,519	-28%
	Enterprise	28	89	61	218%	368	601	233	63%	515	1,177	662	129%	8,483	19,670	11,187	132%
	East Las Vegas	1	155	154	15400%	187	1,326	1,139	609%	80	2,542	2,462	3078%	2,026	12,806	10,780	532%
	Meadows	0	4	4	N/A	0	8	8	N/A	0	65	65	N/A	0	115	115	N/A
	Rainbow	54	58	4	7%	533	482	-51	-10%	1,539	976	-563	-37%	14,610	7,595	-7,015	-48%
	Sahara West	94	78	-16	-17%	973	695	-278	-29%	3,176	1,998	-1,178	-37%	30,445	21,705	-8,740	-29%
	Spring Valley	42	36	-6	-14%	432	382	-50	-12%	605	978	373	62%	6,467	5,238	-1,229	-19%
	Summerlin	57	43	-14	-25%	513	328	-185	-36%	6,533	5,140	-1,393	-21%	33,535	25,932	-7,603	-23%
	Sunrise	16	47	31	194%	262	355	93	35%	1,266	594	-672	-53%	11,963	6,961	-5,002	-42%
	West Charleston	53	37	-16	-30%	427	334	-93	-22%	1,235	1,041	-194	-16%	10,359	6,295	-4,064	-39%
	West Las Vegas	38	66	28	74%	526	550	24	5%	624	2,387	1,763	283%	18,898	17,604	-1,294	-7%
	Whitney	58	45	-13	-22%	422	503	81	19%	1,123	774	-349	-31%	11,925	9,055	-2,870	-24%
	Windmill	47	62	15	32%	527	616	89	17%	2,308	2,699	391	17%	23,519	27,591	4,072	17%
	Urban Totals	693	912	219	32%	6,950	7,948	998	14%	25,366	24,943	-423	-2%	231,791	205,251	-26,540	-11%
Outlying Branches	Blue Diamond	2	2	0	0%	25	17	-8	-32%	18	16	-2	-11%	357	211	-146	-41%
	Bunkerville	0	1	1	N/A	0	3	3	N/A	0	27	27	N/A	0	39	39	N/A
	Goodsprings	2	2	0	0%	71	30	-41	-58%	12	13	1	8%	229	93	-136	-59%
	Indian Springs	2	20	18	900%	6	105	99	1650%	9	471	462	5133%	27	1,874	1,847	6841%
	Laughlin	20	29	9	45%	196	260	64	33%	479	332	-147	-31%	5,588	2,808	-2,780	-50%
	Mesquite	33	77	44	133%	363	870	507	140%	613	765	152	25%	4,356	5,609	1,253	29%
	Moapa Town	0	2	2	N/A	4	23	19	475%	0	30	30	N/A	15	174	159	1060%
	Moapa Valley	26	11	-15	-58%	175	89	-86	-49%	101	203	102	101%	873	699	-174	-20%
	Mt. Charleston	2	5	3	150%	26	50	24	92%	23	50	27	117%	417	445	28	7%
	Sandy Valley	1	7	6	600%	20	28	8	40%	3	44	41	1367%	126	249	123	98%
	Searchlight	0	9	9	N/A	19	34	15	79%	0	143	143	N/A	76	339	263	346%
	Outlying Totals	88	165	77	88%	905	1,509	604	67%	1,258	2,094	836	66%	12,064	12,540	476	4%
Outreach	Outreach-Branch	7	32	25	357%	143	222	79	55%	51	626	575	1127%	3,772	4,472	700	19%
	Outreach-Department	27	7	-20	-74%	342	80	-262	-77%	315	124	-191	-61%	3,994	1,829	-2,165	-54%
	Outreach-PVS	2	0	-2	-100%	27	0	-27	-100%	0	0	0	N/A	2,393	0	-2,393	-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	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	36	39	3	8%	512	305	-207	-40%	366	750	384	105%	10,159	7,501	-2,658	-26%
	Grand Totals	817	1,116	299	37%	8,367	9,762	1,395	17%	26,990	27,787	797	3%	254,014	225,292	-28,722	-11%

Monthly Statistics
Year over Year
April 2021/ April 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	14	48	34	243%	129	314	185	143%	1,306	1,923	617	47%	11,095	9,860	-1,235	-11%
	Clark County	56	82	26	46%	178	806	628	353%	531	1,037	506	95%	3,826	13,233	9,407	246%
	Clark County BBTTC	83	159	76	92%	936	1,221	285	30%	732	1,879	1,147	157%	9,798	15,871	6,073	62%
	Enterprise	30	70	40	133%	391	576	185	47%	754	1,178	424	56%	7,733	6,977	-756	-10%
	East Las Vegas	13	94	81	623%	112	655	543	485%	483	915	432	89%	3,046	7,483	4,437	146%
	Meadows	13	12	-1	-8%	80	77	-3	-4%	63	159	96	152%	606	822	216	36%
	Rainbow	35	69	34	97%	228	612	384	168%	728	1,888	1,160	159%	5,123	13,766	8,643	169%
	Sahara West	40	30	-10	-25%	328	299	-29	-9%	454	1,267	813	179%	4,933	10,228	5,295	107%
	Spring Valley	60	167	107	178%	710	1,461	751	106%	1,848	4,895	3,047	165%	17,926	45,545	27,619	154%
	Summerlin	70	34	-36	-51%	543	540	-3	-1%	1,794	1,309	-485	-27%	15,366	16,931	1,565	10%
	Sunrise	40	67	27	68%	474	570	96	20%	624	1,062	438	70%	6,557	9,103	2,546	39%
	West Charleston	35	62	27	77%	185	564	379	205%	438	954	516	118%	2,638	7,325	4,687	178%
	West Las Vegas	33	87	54	164%	314	649	335	107%	294	1,400	1,106	376%	3,491	8,142	4,651	133%
Whitney	27	95	68	252%	342	837	495	145%	631	1,659	1,028	163%	8,085	14,754	6,669	82%	
Windmill	12	30	18	150%	91	220	129	142%	550	1,502	952	173%	4,675	7,010	2,335	50%	
Urban Totals	561	1,106	545	97%	5,041	9,401	4,360	86%	11,230	23,027	11,797	105%	104,898	187,050	82,152	78%	
Outlying Branches	Blue Diamond	2	4	2	100%	12	53	41	342%	5	40	35	700%	36	395	359	997%
	Bunkerville	3	3	0	0%	19	21	2	11%	22	33	11	50%	80	335	255	319%
	Goodsprings	0	12	12	N/A	0	74	74	N/A	0	43	43	N/A	0	282	282	N/A
	Indian Springs	22	27	5	23%	144	272	128	89%	254	267	13	5%	829	2,636	1,807	218%
	Laughlin	22	12	-10	-45%	142	135	-7	-5%	329	48	-281	-85%	2,256	1,971	-285	-13%
	Mesquite	39	75	36	92%	345	713	368	107%	379	965	586	155%	4,099	8,162	4,063	99%
	Moapa Town	13	10	-3	-23%	75	132	57	76%	24	77	53	221%	189	644	455	241%
	Moapa Valley	11	16	5	45%	11	231	220	2000%	154	136	-18	-12%	154	3,123	2,969	1928%
	Mt. Charleston	3	4	1	33%	13	59	46	354%	8	36	28	350%	57	380	323	567%
	Sandy Valley	0	5	5	N/A	0	25	25	N/A	0	25	25	N/A	0	148	148	N/A
	Searchlight	21	22	1	5%	160	185	25	16%	248	117	-131	-53%	1,931	1,066	-865	-45%
	Outlying Totals	136	190	54	40%	921	1,900	979	106%	1,423	1,787	364	26%	9,631	19,142	9,511	99%
Outreach	Outreach-Branch	1	48	47	4700%	17	255	238	1400%	10	3,056	3,046	30460%	2,362	21,453	19,091	808%
	Outreach-Department	162	54	-108	-67%	513	475	-38	-7%	1,232	3,356	2,124	172%	11,138	27,827	16,689	150%
	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	163	102	-61	-37%	530	730	200	38%	1,242	6,412	5,170	416%	13,500	49,280	35,780	265%
	Grand Totals	860	1,398	538	63%	6,492	12,031	5,539	85%	13,895	31,226	17,331	125%	128,029	255,472	127,443	100%

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

Monthly Statistics
Year over Year
April 2021/ April 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	18	37	19	106%	112	249	137	122%	201	599	398	198%	1,548	4,308	2,760	178%
	Clark County	133	155	22	17%	1,100	1,519	419	38%	1,235	3,973	2,738	222%	8,831	40,376	31,545	357%
	Enterprise	17	89	72	424%	129	601	472	366%	215	1,177	962	447%	2,022	19,670	17,648	873%
	East Las Vegas	130	155	25	19%	1,188	1,326	138	12%	718	2,542	1,824	254%	5,920	12,806	6,886	116%
	Meadows	0	4	4	N/A	0	8	8	N/A	0	65	65	N/A	0	115	115	N/A
	Rainbow	41	58	17	41%	199	482	283	142%	657	976	319	49%	3,403	7,595	4,192	123%
	Sahara West	44	78	34	77%	225	695	470	209%	836	1,998	1,162	139%	5,602	21,705	16,103	287%
	Spring Valley	32	36	4	13%	254	382	128	50%	480	978	498	104%	3,198	5,238	2,040	64%
	Summerlin	26	43	17	65%	191	328	137	72%	600	5,140	4,540	757%	3,836	25,932	22,096	576%
	Sunrise	12	47	35	292%	106	355	249	235%	141	594	453	321%	1,399	6,961	5,562	398%
	West Charleston	30	37	7	23%	182	334	152	84%	624	1,041	417	67%	2,133	6,295	4,162	195%
	West Las Vegas	10	66	56	560%	190	550	360	189%	411	2,387	1,976	481%	3,839	17,604	13,765	359%
	Whitney	34	45	11	32%	210	503	293	140%	211	774	563	267%	1,573	9,055	7,482	476%
	Windmill	38	62	24	63%	417	616	199	48%	791	2,699	1,908	241%	8,843	27,591	18,748	212%
	Urban Totals	565	912	347	61%	4,503	7,948	3,445	77%	7,120	24,943	17,823	250%	52,147	205,251	153,104	294%
Outlying Branches	Blue Diamond	0	2	2	N/A	0	17	17	N/A	0	16	16	N/A	0	211	211	N/A
	Bunkerville	0	1	1	N/A	0	3	3	N/A	0	27	27	N/A	0	39	39	N/A
	Goodsprings	1	2	1	100%	25	30	5	20%	11	13	2	18%	63	93	30	48%
	Indian Springs	6	20	14	233%	7	105	98	1400%	168	471	303	180%	222	1,874	1,652	744%
	Laughlin	22	29	7	32%	162	260	98	60%	313	332	19	6%	5,506	2,808	-2,698	-49%
	Mesquite	56	77	21	38%	390	870	480	123%	417	765	348	83%	3,000	5,609	2,609	87%
	Moapa Town	1	2	1	100%	5	23	18	360%	5	30	25	500%	48	174	126	263%
	Moapa Valley	0	11	11	N/A	0	89	89	N/A	0	203	203	N/A	0	699	699	N/A
	Mt. Charleston	2	5	3	150%	5	50	45	900%	13	50	37	285%	22	445	423	1923%
	Sandy Valley	0	7	7	N/A	0	28	28	N/A	0	44	44	N/A	0	249	249	N/A
	Searchlight	0	9	9	N/A	9	34	25	278%	0	143	143	N/A	54	339	285	528%
	Outlying Totals	88	165	77	88%	603	1,509	906	150%	927	2,094	1,167	126%	8,915	12,540	3,625	41%
Outreach	Outreach-Branch	3	32	29	967%	11	222	211	1918%	39	626	587	1505%	195	4,472	4,277	2193%
	Outreach-Department	18	7	-11	-61%	123	80	-43	-35%	380	124	-256	-67%	3,971	1,829	-2,142	-54%
	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	21	39	18	86%	134	305	171	128%	419	750	331	79%	4,166	7,501	3,335	80%
	Grand Totals	674	1,116	442	66%	5,240	9,762	4,522	86%	8,466	27,787	19,321	228%	65,228	225,292	160,064	245%



ITEM VI.A.2.c.

MEMORANDUM

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

Development and Planning Department Powerful Plays in May 2022

POWERFUL PEOPLE

- **April St. James** – Senator Rosen’s Office – Collaboration on Federal Grant funding and Cannabis funds for libraries.
- **Malika Lees** – Chase Bank – Gala Sponsorship for 2023 Gala.
- **George Kelesis** – Attorney – Trust Attorney Donations.
- **Kianna Shlemon** – District Representative, Congresswoman Lee – 7/11 convenience stores “round up” funding.
- **Julie Murray** – CEO, Moonridge Group Philanthropy – Funding for our priority programs.
- **Steve Stevens** – MD – Potential donor.
- **Chief Justice Linda Bell** – Eighth Judicial District Court – Discussed the possibility of providing digital library services in the jury pool room for those waiting to be called/assigned/or dismissed from service.

POWERFUL PLACES

- **Wynn Las Vegas** – Grant funding meeting with corporate leadership.
- **Arab Chamber of Commerce** – Member networking and dinner.
- **Sam’s Club/Walmart** – Grant funding.
- **Education through Imagination** – Grant funding.

POWERFUL PARTNERSHIPS AND PLATFORMS

- **Stephanie Abbott** – Clark County Bar Association. Official in-kind philanthropy marketing of no-cost library legal resources with a “donate to our foundation” call to action.
- **David Eclips** – Harry Reid Airport. Official in-kind philanthropy marketing of library programs with a “donate to our foundation” call to action.

GRANT UPDATES

- ECF grant request for \$4.23M for 47,619 hotspots available for check out for one year.
- Cox Charities grant request for \$5K for launch pads.
- Union Pacific grant request for \$25K for local artists to come to the library.
- Wynn Resorts grant request for \$10K for Discovery Museum tickets.
- NV Commission on Mentoring grant request for \$10K for CC and EV Tech Mentors.
- Received \$2K from Walmart.
- Completed final reimbursements for IMLS grants supporting: mobile phones, early childhood, Axis 360, digital collection.

FOUNDATION UPDATES

- Provided support for:
 - Customer Service Day (\$20K)
 - EV Battle of the Bots
 - Tutor Appreciation
 - SV Tutor Week

- Hosted final early childhood IMLS grant activity on May 19th with Family, Friend and Neighbor caregivers at East Las Vegas featuring a program by Musically Minded. You can see the photos here:

<https://lvccldfoundation.smugmug.com/FFN-Events/Musically-Minded/i-FM5FDPz/A>



- The bookstores reported sales of \$265,126 through April 30, 2022.
- The Foundation has total revenues of \$705,337.22 and expenses of \$508,080.16 through April 30, 2022.
- Volunteers donated 20,290 hours of time through April 31, 2022.
- Upcoming book sales:
 - June 2nd and 3rd at Sahara West
 - July 8th (Teacher Book Sale) at East Las Vegas

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

BOOK SALE

BOOKS, DVDs, CDs LPs AND MORE!

SAHARA WEST LIBRARY

9600 W. Sahara Avenue

Thursday, June 2
11 a.m. – 3 p.m.

Friday, June 3
11 a.m. – 2 p.m.

Free and open to the public
For more information, please call 702.507.6181

Cash, credit and debit accepted. Please, no bills over \$20. Scanners welcome.
All proceeds benefit the Las Vegas-Clark County Library District.
lvccldfoundation.org

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

**Teacher's
Book Sale**

Friday, July 8
10 a.m. – 3 p.m.

Featuring a large selection of AR
approved books for your classroom.

All books are just 25¢ each with
valid school identification.

East Las Vegas Library
2851 E. Bonanza Road
Call (702) 507-6181 for more information

Cash, Credit and Debit Cards will be accepted. Please no bills over \$20. All proceeds benefit the Las Vegas-Clark County Library District Foundation. Please visit our website at <http://www.lvccldfoundation.org>



ITEM VI.A.2.d.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Albert G. Prendergast, Chief Information Officer

DATE: May 31, 2022

SUBJECT: Information Technology Report, June 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 May.

POWERFUL PEOPLE

- IT division staff created the monthly edition of the *Primary Sources* eNewsletter to keep staff informed about what's happening in AS, CBS, the Distribution Center, and Electronic Resources (ER).
- One IT department staff attended a weeklong virtual class on Microsoft 365 Administration.
- AS staff revised several staff procedures, including the Mobile Printing Instructions and the Patron Types and Services Chart, to keep the information current and consistent for staff and customers.
- CBS staff provided one collection development training for District-wide staff on how to use vendor acquisition tools to order library materials.
- Interlibrary Loan (ILL) staff provided one virtual training class overviewing ILL services for District-wide staff to improve staff's ability to assist customers.
- ER staff hosted ProQuest Public Library Video Online: Premium training for District-wide staff to improve staff's ability to assist customers. This is a video streaming service provided to customers and includes videos in subject areas such as science, education, history, and more.

POWERFUL PLACES

- IT division staff continues to work on the project to migrate the District's mobile hotspots from T-Mobile to Verizon Wireless to provide improved connectivity for our customers. Over 600 of the more than 900 mobile hotspots have been migrated.
- AS and CBS staff continue to work with Library Operations to develop a Neighborhood Collection model for senior outreach facilities. This dedicated

collection will allow seniors to browse, read, and return items to the shelves at senior centers.

- AS staff continues to work with Library Operations staff to troubleshoot and resolve issues related to the pilot Staff Point of Sale system at the East Las Vegas Library.
- IT division staff continues to work with the vendor on the implementation of the pilot Anytime Library kiosk at the Windmill Library. Staff configured the kiosk and loaded items for customer use and continues to troubleshoot issues that are discovered.
- IT division staff completed the migration to a new mobile device printing solution which improves the mobile printing experience for our customers. Branch staff was trained on how to assist customers and the website was updated to include the new service at the Laughlin Library.

POWERFUL PARTNERSHIPS

- ER staff supported K-12 students and adults 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 April.
- AS staff prepared QuickStart library cards for outreach visits to local schools.
- In April, Henderson District Public Library (HDPL) customers checked out 1,525 items from our collection, while LVCCLD customers checked out 541 items from the HDPL through the Reciprocal Lending Agreement.
- Boulder City and North Las Vegas customers accounted for 7% of the District's OverDrive e-media circulation, with North Las Vegas Library District accounting for approximately 5.4% and Boulder City Library District accounting for 1.6%.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 7% of our Overdrive circulation with 15,616 checkouts and 1,121 new IDC user accounts created in April.
- CBS staff continues to order materials to support Axis 360 as more Clark County School District schools opt-in to the Community Share Program. To date, 75 schools have opted into the Program. ER staff continues to identify youth items in OverDrive with outstanding holds and notify customers that the items can be located in Axis 360.
- CBS staff added 309 titles with 614 items for the North Las Vegas Library District and 477 unique items to the catalog for the Boulder City Library District in April.
- IT department staff assisted Library Operations with supporting the SANDI (Supporting and Advancing Nevada's Dislocated Individuals) Project by reconfiguring the wireless system at the West Charleston Library to facilitate the update of over 300 sets of VR goggles.

POWERFUL PLATFORMS

- CBS staff added 1,938 titles with 10,699 new items to the collection and withdrew 3,876 items from the library catalog in April. The withdrawn items will either be resold or discarded.
- CBS staff also added 5,021 new Hoopla music records in 41 different languages and 5,720 e-books and e-audiobooks to the collection in April.
- CBS staff ordered Wonderbooks to incorporate early chapter and juvenile fiction titles to the collection; 50 additional Launchpads titles to enhance the

Technology Monthly Report
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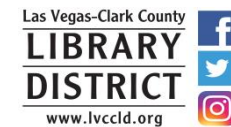
collection, and; additional Nintendo Switch videogames to further improve the collection.

- IT department staff continues to work with Community Engagement, Development, and Library Operations on the distribution of 2,000 Chromebooks obtained through the FCC's Emergency Connectivity Fund. To date, 500 Chromebooks and cases have been distributed.
- IT department staff began work on the Microsoft 365 migration project with our consulting vendor. This project will move the District's on-premise e-mail and SharePoint systems into the cloud to improve access and security.

Of the \$1,585,00 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY22, \$1,198,651.81 was expended:

- Miscellaneous computers - \$32307.63
- 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
- Miscellaneous Equipment Maintenance - \$28,066.27
- Helpdesk Software Licenses - \$16,257.60
- Chromebook cases - \$56,000
- Miscellaneous small equipment - \$7840
- Microsoft 365 e-mail signature file licenses - \$8,100.

FY 2021-2022 ELECTRONIC RESOURCES STATISTICS
April 2022



Customer Support	Apr-21	Apr-22	% Change	FY20-21	FY21-22	% Change
Number of Phone Calls to Electronic Resources	198	108	-45.45%	1611	1,240	-23.03%
Length of Calls in Hours, Minutes, and Seconds	45:09:55	13:09:00	-70.88%	200:54:55	130:46:26	-34.91%
Number of emails to ask@lvccld.org	676	1,920	184.02%	9,401	7,574	-19.43%
Number of Classes	0	0		0	0	
Number of Attendees	0	0		0	0	

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

Downloadables and Streaming Circulation	Apr-21	Apr-22	% Change	FY20-21	FY21-22	% Change
eBooks	126,966	123,099	-3.05%	1,339,072	1,237,901	-7.56%
Audiobooks	85,866	97,543	13.60%	836,523	927,274	10.85%
Magazines	6,634	9,357	41.05%	110,175	87,305	-20.76%
Movies and TV	11,385	10,804	-5.10%	133,386	112,124	-15.94%
Music	21,903	17,472	-20.23%	261,843	200,807	-23.31%
Total	252,754	258,275	2.18%	2,680,999	2,565,411	-4.31%

Online Resource Category	Top Resource	Sessions	Retrievals
Business and Careers	Reference Solutions	362	18,872
Health and Wellness	Opposing Viewpoints	213	124
Homework Help	IXL	125	45,592
Limitless Learning	LinkedIn Learning	164	7,108
A-Z Resources (All Others)	Newsbank - LVRJ	2,128	34,968

Online Resources Usage by Category	Apr-21		Apr-22		% Change		FY20-21		FY21-22		% Change	
	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals
Business and Careers	602	14,594	630	23,575	4.65%	61.54%	7,913	187,182	7,080	152,168	-10.53%	-18.71%
Health and Wellness	442	1,078	467	475	5.66%	-55.94%	5,242	14,676	4,812	3,379	-8.20%	-76.98%
Homework Help	700	55,981	472	52,951	-32.57%	-5.41%	7,674	621,143	4,691	465,086	-38.87%	-25.12%
Online Learning	2,117	4,305	1,473	7,763	-30.42%	80.33%	29,412	65,063	14,671	60,954	-50.12%	-6.32%
A-Z Resources (All Others)	16,880	67,524	13,514	71,155	-19.94%	5.38%	194,857	741,523	163,457	719,717	-16.11%	-2.94%

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 VI.A.3.a.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Floresto Cabias, Chief Financial Officer

DATE: May 31, 2022

SUBJECT: Financial Services Report, June 2022

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

Administration

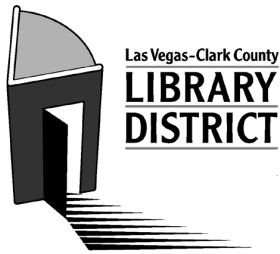
- Updated the District's cash flow analysis
- Submitted the Fiscal Year 2022-2023 tax rate to Clark County
- Submitted the Fiscal Year 2022-2023 Final Budget to the State of Nevada Department of Taxation, Clark County, and the city of Las Vegas
- Submitted the Quarterly Economic Survey to the State of Nevada Department of Taxation
- Advertised Bids 22-09, TSP Lighting Equipment, and 22-10, TPS Projector Equipment; attended bid openings.
- Worked with District staff regarding purchasing training and 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 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 (\$2.4M for the month of May)
- Performed cash flow analysis
- 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 detailed budget status for staff as requested

Financial Services Report
Page 2

- Prepared and scanned monthly journal voucher entries
- Reconciled monthly bank statements
- Prepared and mailed PVS and 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: May 20, 2022

Subject: May 2022 Budget Status Report

Enclosed are the budget status reports for May 2022. General fund revenues indicate that 93% of budgeted revenue has been collected.

Property Tax Revenues

As compared to May 2021, the District collected 7% more in property taxes. Property taxes are assessed on a fiscal year basis beginning on July 1. Through May 20, 2022, the District collected nearly 100% of budgeted property tax revenues.

Consolidated Sales Tax Revenues (CTX)

The CTX shows 80% 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 April 30, 2022, represents CTX from the month of February 2022. As reported in the April 2022 Budget Status Report, the \$674K collected was 61% lower than the amount collected for the same period the year before. Staff discovered that the CTX was lower than expected because the State of Nevada experienced a reporting issue that caused incorrect distributions to local governments around Nevada. The State immediately corrected the discrepancy and distributed the remaining amount owed to the District (\$1.5M).

Based on existing economic factors, staff expected 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 reported throughout the fiscal year, the District continues to face economic headwinds that may adversely affect revenue collections going forward (e.g., inflation, housing interest rates, recession fears). However, staff considers expected total CTX collections of approximately \$30M for the current fiscal year to be reasonable at this time. See the charts below showing historical CTX trends.

Expenditures

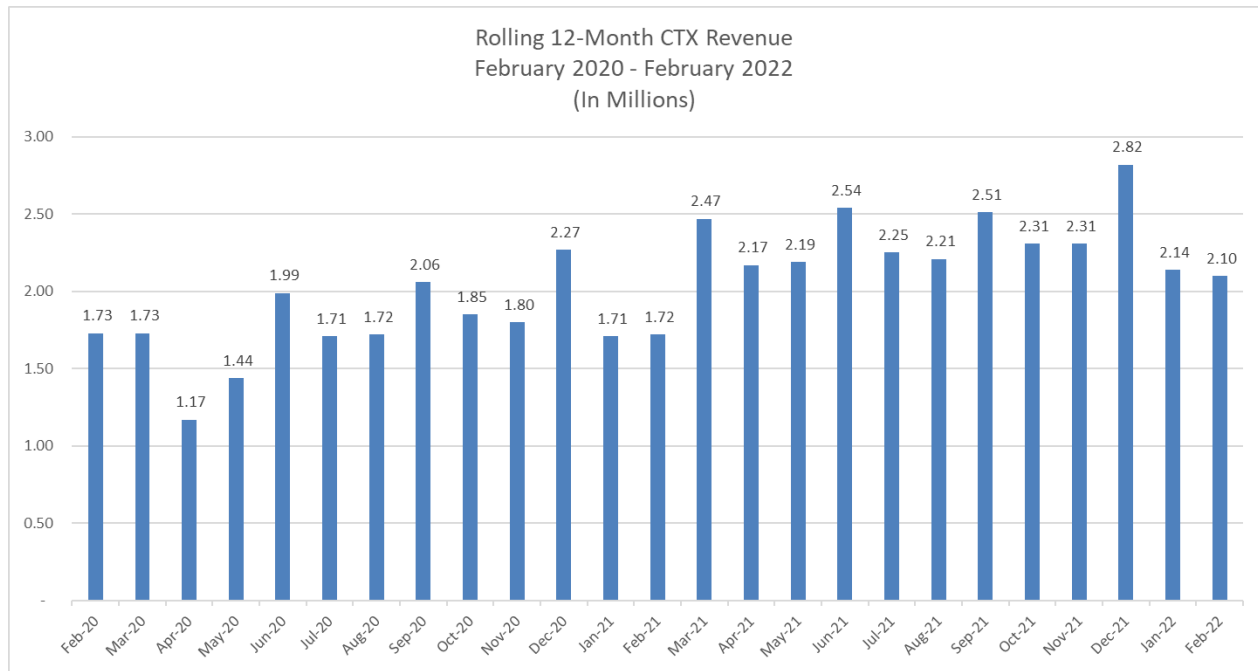
General Fund expenditures indicate that 74% of the allocated budget has been spent. Staff expects total expenditure savings of approximately \$9.9M for FY 2022, compared to the budget. These savings are due to reduced personnel costs resulting from the Voluntary Employee Separation Program (VESP) and 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 \$34M, a surplus of \$20M compared to the budget.

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



Consolidated Sales Tax FY 2022 vs. FY 2021			
			% Change
	FY21	FY22	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	2,133,460.55	24.33%
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	18,693,933.32	

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

General Fund - 100**From 05/01/2022 Through 05/20/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	52,995,700.49	53,100,000.00	104,299.51	0.20%
Intergovernmental Revenue	18,798,393.14	23,400,000.00	4,601,606.86	19.66%
Charges for Services	40,362.46	500,000.00	459,637.54	91.93%
Fines & Forfeits	464,158.54	500,000.00	35,841.46	7.17%
Miscellaneous	147,273.60	810,000.00	662,726.40	81.82%
Total Revenues	72,445,888.23	78,310,000.00	5,864,111.77	7.49%
Expenditures				
Salaries	23,534,171.20	32,562,438.00	9,028,266.80	27.73%
Benefits	10,052,279.50	13,125,445.00	3,073,165.50	23.41%
Supplies & Services	11,168,056.16	15,356,409.00	4,188,352.84	27.27%
Capital Outlay	8,251,455.47	10,767,307.00	2,515,851.53	23.37%
Total Expenditures	53,005,962.33	71,811,599.00	18,805,636.67	26.19%
Excess (Deficit) of Revenues over (under) Expenditures	19,439,925.90	6,498,401.00	(12,941,524.90)	-18.70%

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

General Fund - 100**From 05/01/2022 Through 05/20/2022**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	524,357.49	949,020.00	424,662.51	44.75%
120	Administration - Library Operations	1,002,639.20	1,741,177.00	738,537.80	42.42%
200	Financial Services	1,254,541.91	1,867,973.00	613,431.09	32.84%
215	Community Outreach	453,363.84	525,357.00	71,993.16	13.70%
216	Youth Services	305,162.16	386,363.00	81,200.84	21.02%
220	Development and Planning	359,355.05	590,056.00	230,700.95	39.10%
240	General Services/Facilities	8,521,017.71	10,498,423.00	1,977,405.29	18.84%
250	Human Resources	1,715,131.02	2,674,812.00	959,680.98	35.88%
251	HR-Work Insurance	483,384.26	1,501,744.00	1,018,359.74	67.81%
260	Information Technology	3,447,185.39	4,072,848.00	625,662.61	15.36%
270	Literacy Department	254,234.72	397,676.00	143,441.28	36.07%
280	Branding and Marketing	1,235,556.55	1,864,914.00	629,357.45	33.75%
290	Access Services Department	868,891.65	1,139,565.00	270,673.35	23.75%
310	Collection and Bibliographic Services	9,970,623.01	12,937,872.00	2,967,248.99	22.93%
320	Gallery Services	152,045.18	183,616.00	31,570.82	17.19%
330	Facilities	2,350,229.10	3,031,596.00	681,366.90	22.48%
340	Community Engagement	324,080.67	458,550.00	134,469.33	29.32%
400	Library Operations	19,784,163.42	26,990,037.00	7,205,873.58	26.70%
Total		53,005,962.33	71,811,599.00	18,805,636.67	26.19%

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

General Fund - 100
Library Operations - Dept 400
From 05/01/2022 Through 05/20/2022

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	59,058.11	76,057.00	16,998.89	22.35%
110	Bunkerville	48,782.34	61,328.00	12,545.66	20.46%
120	Clark County Library	2,029,079.13	2,779,346.00	750,266.87	26.99%
130	Enterprise Library	1,148,006.59	1,441,669.00	293,662.41	20.37%
140	Goodsprings	72,657.71	82,779.00	10,121.29	12.23%
160	Indian Springs	93,545.54	110,509.00	16,963.46	15.35%
180	Laughlin	543,953.34	726,089.00	182,135.66	25.08%
190	Mesquite	832,519.38	1,072,843.00	240,323.62	22.40%
200	Moapa Town	41,521.04	58,868.00	17,346.96	29.47%
210	Moapa Valley	255,168.89	328,880.00	73,711.11	22.41%
220	Mount Charleston	53,574.81	65,763.00	12,188.19	18.53%
230	Rainbow Library	1,345,309.13	1,842,222.00	496,912.87	26.97%
240	Sahara West Library	1,896,789.34	2,584,240.00	687,450.66	26.60%
250	Sandy Valley	58,500.82	96,110.00	37,609.18	39.13%
260	Searchlight	39,361.49	62,466.00	23,104.51	36.99%
270	Spring Valley Library	1,275,331.62	1,721,165.00	445,833.38	25.90%
280	Summerlin Library	1,076,573.42	1,531,780.00	455,206.58	29.72%
290	Sunrise Library	1,066,978.15	1,547,932.00	480,953.85	31.07%
300	West Charleston Library	1,276,278.91	1,685,830.00	409,551.09	24.29%
310	West Las Vegas Library	1,137,547.12	1,663,433.00	525,885.88	31.61%
320	Whitney Library	1,198,982.96	1,559,832.00	360,849.04	23.13%
360	Meadows Library	79,846.04	99,539.00	19,692.96	19.78%
370	Centennial Hills	1,218,245.85	1,923,480.00	705,234.15	36.66%
380	Windmill Library	1,422,902.78	1,830,571.00	407,668.22	22.27%
390	East Las Vegas Library	1,476,539.93	1,989,585.00	513,045.07	25.79%
605	City Misdemeanant	37,108.98	47,721.00	10,612.02	22.24%
Total		19,784,163.42	26,990,037.00	7,205,873.58	26.70%

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

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

General Fund - 100
From 05/01/2022 Through 05/20/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	18,774,689.10	24,921,202.00	6,146,512.90	24.66%
51200 Salaries - Part Time	4,017,035.89	6,199,467.00	2,182,431.11	35.20%
51300 Overtime Pay	38,085.81	55,000.00	16,914.19	30.75%
51400 Call Back Pay	11,240.46	8,595.00	(2,645.46)	-30.78%
51500 Standby Pay	49,811.63	50,366.00	554.37	1.10%
51600 Longevity Pay	241,272.02	377,808.00	136,535.98	36.14%
51700 Separation Pay	271,903.88	450,000.00	178,096.12	39.58%
51800 Leave Buyout	130,132.41	500,000.00	369,867.59	73.97%
55100 Employees Retirement	5,910,296.70	7,938,096.00	2,027,799.30	25.55%
55200 Group Insurance	3,465,081.59	4,072,148.00	607,066.41	14.91%
55300 Workers' Comp. Payments	123,257.80	271,544.00	148,286.20	54.61%
55400 Medicare Coverage Expense	552,514.64	768,657.00	216,142.36	28.12%
55500 Unemployment Insurance	1,128.77	75,000.00	73,871.23	98.49%
61100 Office Supplies	300,372.34	559,357.00	258,984.66	46.30%
61110 Operating Supplies	379,986.56	597,065.00	217,078.44	36.36%
61120 Software & User Licenses	275,142.28	521,994.00	246,851.72	47.29%
61130 Software Maintenance	850,923.22	841,400.00	(9,523.22)	-1.13%
61200 Book Materials & Supplies	40,953.06	120,409.00	79,455.94	65.99%
61205 Interlibrary Loan	323.81	4,500.00	4,176.19	92.80%
61210 Small Equipment	173,423.71	478,000.00	304,576.29	63.72%
61400 Equipment Repair & Maint.	549,148.63	690,280.00	141,131.37	20.45%
61410 Contracted Services	4,605,457.39	5,341,007.00	735,549.61	13.77%
61420 Building Repair & Maint.	187,622.28	218,200.00	30,577.72	14.01%
61500 Rental Expenses	43,209.18	47,316.00	4,106.82	8.68%
61600 Telephone	711,349.93	600,000.00	(111,349.93)	-18.56%
61700 Utilities	1,418,088.22	1,935,071.00	516,982.78	26.72%
61800 Insurance & Bonds	357,303.45	455,000.00	97,696.55	21.47%
61900 Professional Services	337,750.24	932,700.00	594,949.76	63.79%
61910 Legal Services	92,730.99	394,500.00	301,769.01	76.49%
62200 Collection Agencies	46,433.25	310,000.00	263,566.75	85.02%
62300 Board Compensation	4,360.00	6,200.00	1,840.00	29.68%
62500 Postage	65,072.93	75,100.00	10,027.07	13.35%
62510 Advertising	90,744.18	88,700.00	(2,044.18)	-2.30%
62600 Community Events	10,629.92	23,750.00	13,120.08	55.24%
62620 Recruitment	554.09	625.00	70.91	11.35%
62700 Education & Training	112,727.13	310,735.00	198,007.87	63.72%
62800 Travel & Transportation	50,719.28	285,250.00	234,530.72	82.22%
62900 Printing & Reproduction	120,528.17	99,250.00	(21,278.17)	-21.44%
63000 Dues & Subscriptions	32,226.68	43,200.00	10,973.32	25.40%
65000 Miscellaneous Expenses	12,459.80	41,800.00	29,340.20	70.19%
65100 Bank Charges	34,328.44	20,000.00	(14,328.44)	-71.64%
67000 Rental Expenses to QALICBs	263,487.00	315,000.00	51,513.00	16.35%
81700 Library Books	8,251,455.47	10,767,307.00	2,515,851.53	23.37%
Total	53,005,962.33	71,811,599.00	18,805,636.67	26.19%

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

Grant Fund - 220**From 05/01/2022 Through 05/20/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Intergovernmental Revenue	1,048,550.17	1,800,000.00	751,449.83	41.75%
Miscellaneous	37,491.00	-	(37,491.00)	
Total Revenues	1,086,041.17	1,800,000.00	713,958.83	39.66%
Expenditures				
Salaries	321,179.53	480,000.00	158,820.47	33.09%
Benefits	121,667.13	210,000.00	88,332.87	42.06%
Supplies & Services	742,302.66	500,000.00	(242,302.66)	-48.46%
Capital Outlay	440,672.89	610,000.00	169,327.11	27.76%
Total Expenditures	1,625,822.21	1,800,000.00	174,177.79	9.68%
Excess (Deficit) of Revenues over (under) Expenditures	(539,781.04)	-	539,781.04	29.99%

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

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

Grant Fund - 220
From 05/01/2022 Through 05/20/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	277,999.20	480,000.00	202,000.80	42.08%
51200 Salaries - Part Time	41,964.75	-	(41,964.75)	
51300 Overtime Pay	38.52	-	(38.52)	
51600 Longevity Pay	1,177.06	-	(1,177.06)	
55100 Employees Retirement	73,828.80	162,356.79	88,527.99	54.53%
55200 Group Insurance	41,009.39	43,576.29	2,566.90	5.89%
55400 Medicare Coverage Expense	6,828.94	4,066.92	(2,762.02)	-67.91%
61100 Office Supplies	4,082.61	1,223.54	(2,859.07)	-233.67%
61110 Operating Supplies	17,639.83	2,400.00	(15,239.83)	-634.99%
61120 Software & User Licenses	2,164.10	55,000.00	52,835.90	96.07%
61210 Small Equipment	360,021.76	-	(360,021.76)	
61410 Contracted Services	241,715.02	424,040.00	182,324.98	43.00%
61600 Telephone	7,775.88	-	(7,775.88)	
61900 Professional Services	29,695.34	-	(29,695.34)	
62800 Travel & Transportation	13,241.12	7,121.12	(6,120.00)	-85.94%
62900 Printing & Reproduction	-	-	-	
63000 Dues & Subscriptions	26,900.00	-	(26,900.00)	
65000 Miscellaneous Expenses	39,067.00	10,215.34	(28,851.66)	-282.43%
81600 Capital Equipment - Major	110,266.00	460,000.00	349,734.00	76.03%
81700 Library Books	330,406.89	150,000.00	(180,406.89)	-120.27%
Total	1,625,822.21	1,800,000.00	174,177.79	9.68%

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

Gift Fund - 230

From 05/01/2022 Through 05/20/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	264,059.85	815,000.00	550,940.15	67.60%
Total Revenues	264,059.85	815,000.00	550,940.15	67.60%
Expenditures				
Salaries	10,000.00	-	(10,000.00)	
Supplies & Services	217,594.92	715,000.00	497,405.08	69.57%
Capital Outlay	-	100,000.00	100,000.00	100.00%
Total Expenditures	227,594.92	815,000.00	587,405.08	72.07%
Excess (Deficit) of Revenues over (under) Expenditures	36,464.93	-	(36,464.93)	-4.47%

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

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

Gift Fund - 230

From 05/01/2022 Through 05/20/2022

	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	5,616.71	15,000.00	9,383.29	62.56%
61210 Small Equipment	18,111.22	15,000.00	(3,111.22)	-20.74%
61410 Contracted Services	18,632.50	250,000.00	231,367.50	92.55%
61500 Rental Expenses	-	315,000.00	315,000.00	100.00%
61900 Professional Services	151,519.87	100,000.00	(51,519.87)	-51.52%
62600 Community Events	8,725.06	-	(8,725.06)	
62800 Travel & Transportation	6.72	-	(6.72)	
62900 Printing & Reproduction	5,028.77	-	(5,028.77)	
65000 Miscellaneous Expenses	9,096.41	-	(9,096.41)	
81600 Capital Equipment - Major	-	100,000.00	100,000.00	100.00%
Total	227,594.92	815,000.00	587,405.08	72.07%

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

**Capital Projects Fund - 510
From 05/01/2022 Through 05/20/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	(182,540.94)	30,000.00	212,540.94	708.47%
Total Revenues	(182,540.94)	30,000.00	212,540.94	708.47%
Expenditures				
Supplies & Services	1,907,775.29	3,925,300.00	2,017,524.71	51.40%
Capital Outlay	274,500.76	2,016,200.00	1,741,699.24	86.39%
Total Expenditures	2,182,276.05	5,941,500.00	3,759,223.95	63.27%
Excess (Deficit) of Revenues over (under) Expenditures	(2,364,816.99)	(5,911,500.00)	(3,546,683.01)	645.20%

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

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

Capital Projects Fund - 510
From 05/01/2022 Through 05/20/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61110 Operating Supplies	2,035.02	43,500.00	41,464.98	95.32%
61120 Software & User Licenses	77,194.40	250,000.00	172,805.60	69.12%
61130 Software Maintenance	48,493.00	50,000.00	1,507.00	3.01%
61210 Small Equipment	863,619.10	1,191,800.00	328,180.90	27.54%
61400 Equipment Repair & Maint.	597,339.07	645,000.00	47,660.93	7.39%
61410 Contracted Services	15,518.00	-	(15,518.00)	
61420 Building Repair & Maint.	202,562.57	800,000.00	597,437.43	74.68%
61900 Professional Services	82,553.82	960,000.00	877,446.18	91.40%
65000 Miscellaneous Expenses	347.52	-	(347.52)	
65100 Bank Charges	18,112.79	40,000.00	21,887.21	54.72%
81500 Capital Improvements	34,099.16	861,200.00	827,100.84	96.04%
81600 Capital Equipment - Major	240,401.60	1,100,000.00	859,598.40	78.15%
Total	2,182,276.05	5,941,500.00	3,759,223.95	63.27%

Las Vegas-Clark County Library District

**Project 2050 - Furniture Replacement
From 5/01/2022 through 5/20/2022**

**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 5/01/2022 through 5/20/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	8,591.36	185,000.00	176,408.64	95%
61900	Professional Services	2,500.00	-	(2,500.00)	0%
65100	Bank Charges	18,112.79	40,000.00	21,887.21	55%
81600	Capital Equipment - Major	11,371.00	80,000.00	68,629.00	86%
Total Expenditures		40,575.15	305,000.00	264,424.85	87%

Las Vegas-Clark County Library District

**Project 4010 - Tech Replacements & Upgrades
From 5/01/2022 through 5/20/2022**

**510
Capital Projects Fund**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61120	Software & User Licenses	77,194.40	250,000.00	172,805.60	69%
61130	Software Maintenance	39,860.00	50,000.00	10,140.00	20%
61210	Small Equipment	835,449.70	455,000.00	(380,449.70)	-84%
61400	Equipment Repair & Maint.	577,689.07	545,000.00	(32,689.07)	-6%
61410	Contracted Services	15,518.00	-	(15,518.00)	0%
81600	Capital Equipment - Major	163,875.65	285,000.00	121,124.35	42%
Total Expenditures		1,709,586.82	1,585,000.00	(124,586.82)	-8%

Las Vegas-Clark County Library District

Project 5010 - Bldg Repair & Maintenance
From 5/01/2022 through 5/20/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	2,035.02	43,500.00	41,464.98	95%
61130	Software Maintenance	8,633.00	-	(8,633.00)	0%
61210	Small Equipment	-	100,000.00	100,000.00	100%
61400	Equipment Repair & Maint.	19,650.00	100,000.00	80,350.00	80%
61420	Building Repair & Maint.	202,562.57	800,000.00	597,437.43	75%
61900	Professional Services	22,200.00	800,000.00	777,800.00	97%
81500	Capital Improvements	-	700,000.00	700,000.00	100%
Total Expenditures		255,080.59	2,543,500.00	2,288,419.41	90%

Las Vegas-Clark County Library District

Project 5015 - Construction Projects
From 5/01/2022 through 5/20/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues					
45200	Interest Earnings	(182,540.94)	30,000.00	212,540.94	708%
	Total Revenues	(182,540.94)	30,000.00	212,540.94	708%
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 5/01/2022 through 5/20/2022

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 5/01/2022 through 5/20/2022

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 05/01/2022 Through 05/20/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	143.07	-	(143.07)	
Miscellaneous	82.36	10,000.00	9,917.64	99.18%
Total Revenues	225.43	10,000.00	9,774.57	97.75%
Expenditures				
Supplies & Services	4,737.45	10,000.00	5,262.55	52.63%
Debt Service	-	-	-	
Total Expenditures	4,737.45	10,000.00	5,262.55	52.63%
Excess (Deficit) of Revenues over (under) Expenditures	(4,512.02)	-	4,512.02	45.12%

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

Debt Service Fund - 610
From 05/01/2022 Through 05/20/2022

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
65100	Bank Charges	4,737.45	10,000.00	5,262.55	52.63%
	Total	4,737.45	10,000.00	5,262.55	52.63%

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 4/30/2022 through 5/20/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14959	5/2/2022	10179	Safe and Secure Alarms and Video	WC: Burglar Alarm - Battery Replacement	160.00
14961	5/2/2022	10864	Brian M. Wilson	Board Comp for April Mtg	40.00
14962	5/2/2022	10877	Findaway World, LLC	AC Power adapter-cordless, Launchpad Orange	1,719.23
14963	5/2/2022	10927	CenturyLink	Service Apr 2022	1,933.97
14964	5/2/2022	11055	Bryant K. Rogers	Board Comp for April Mtg	40.00
14965	5/2/2022	11626	Jay Atwood	Plano tuning and maintenance - WH	440.00
14966	5/2/2022	11652	Nathaniel Paul Waugh	Board Comp for April Mtg	40.00
14968	5/2/2022	11681	Jennifer L. Jiron	Board Comp for April Mtg	40.00
14969	5/2/2022	11703	Kathleen Hagen Turner Whiteley	Board Comp for April Mtg	40.00
14970	5/2/2022	11724	Greenberg Traurig, LLP	Legal services Mar 2022	222.00
14971	5/2/2022	1244	Bron Tapes, Inc.	48MM X 110YD Clear Carton Tape	393.77
14972	5/2/2022	1455	Dell Marketing L.P.	Maint/Support,Term: 2/23-10/24	6,020.59
14973	5/2/2022	1535	El Mundo	April purchasing ad	80.00
14974	5/2/2022	1627	Cengage Learning, Inc.	Library Books & Materials for FY 2021-22	3,671.04
14975	5/2/2022	1803	JanWay Company USA, Inc.	Non woven shopper - OR	3,720.24
14976	5/2/2022	1837	Johnstone Supply	RB HVAC	245.13
14977	5/2/2022	1897	Lakeshore Learning Materials	Treehouse Imagination - MQ	703.81
14978	5/2/2022	2060	Mechanical Products Nevada Services, LLC	CH: HVAC Parts - A/C Unit #2	6,913.00
14979	5/2/2022	2152	Nedco Supply	Various	629.41
14980	5/2/2022	2307	Progressive Elevator	CC Elevator	697.00
14981	5/2/2022	2350	Rebel Oil Company	CC: Generator Fuel	650.13
14982	5/2/2022	2362	Refrigeration Supplies Distributor	Various	305.60
14983	5/2/2022	2809	Water District	Service Feb 22 & Mar 22	21,885.83
14984	5/2/2022	2853	Dick Blick	STEAM Carnival 2022 Prizes	934.00
14985	5/2/2022	2891	AFLAC	Premium April 2022	777.82
14986	5/2/2022	3149	Midwest Tape	Library Books & Materials for FY 2021-2022	28,489.13
14987	5/2/2022	3307	Unique Management Services, Inc.	Placement - Mar 2022	2,733.75
14988	5/2/2022	3770	Cox Communications of Las Vegas	Service 04/17/22-05/16/22	36,415.51
14989	5/2/2022	3772	NewsBank, Inc.	Annual Subscription Jan-Dec 2022 LVRI	8,110.00
14990	5/2/2022	4042	Baker & Taylor, Inc.	Library Books & Materials	5,310.73
14991	5/2/2022	4083	The Council for Community and Economic Research	COLI 2022 Q1	350.00
14992	5/2/2022	4742	Deseret Book Co.	Deseret fiction, nonfiction & audios	316.54
14993	5/2/2022	5001	UniFirst Corporation	Polo for Senior Visits - Royal Blue #25 (LO)	865.22
14994	5/2/2022	5130	OverDrive Inc.	Library Books & Materials for FY 2021-22	173,408.70
14995	5/2/2022	7655	Gill's Printing and Color Graphics	Keegan Kolesar Bookmarks 2/22	1,500.00
14996	5/2/2022	7677	Uline, Inc.	CBS: (2) 95-gal Trash Cans w/Wheels	411.59
14997	5/2/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	337.50
14998	5/2/2022	8575	Intermountain Lock and Security Supply	EV Novice Pick Set (1)	25.50
14999	5/2/2022	9133	Ted Wiens Tire & Auto Centers	#48: LOF & Tires Rotation	102.85
15000	5/2/2022	9287	Otis Elevator Company	WM: Elevator	849.70
15001	5/2/2022	9383	Office Plus	Crtgd,Isr,bk 27k - EN	9,023.01
15002	5/2/2022	9649	Freeman's Carpet Service, Inc.	CC: Misc Flooring Repairs	945.00
15003	5/2/2022	9869	Unique Integrated Communications	Call Center Operations - Mar 2022	9,777.09
15004	5/2/2022	9956	Cherry Lake Publishing	Library Books & Materials FY 2021-2022	83.50
15005	5/9/2022	10129	Fun Express LLC	Gold Glitter Star Yard Sign Set - CH	3,306.40
15006	5/9/2022	10161	MLAM, Inc.	Quarteto Nuevo 4/30-5/1	5,500.00
15007	5/9/2022	10162	CenturyLink	Service 04/24/22-05/23/22	136.45
15008	5/9/2022	10212	Virgin Valley Water District	Service 04/05/22-04/20/22	463.24
15009	5/9/2022	10228	Sterling Volunteers	Order PUR017061	102.00
15011	5/9/2022	10686	NLS Grounds Management, LLC	Various: Landscape Maintenance	20,393.15
15012	5/9/2022	10834	Brittany Mangelson	Transcribing for 042122 Board Mtg	266.00
15013	5/9/2022	11608	3F Initiatives LLC	2/1/22 - 2/28/22 Translation	398.80
15014	5/9/2022	11685	Main-G, Inc.	Backflow Repairs: CC, CH, EV, RB, SW	1,657.00
15015	5/9/2022	1180	Baron Pest Solutions, Inc.	LA: Pest Control	37.00
15016	5/9/2022	11984	Victig Background Screening	30 pre-employment background	3,227.14
15017	5/9/2022	1201	Best Janitorial Services of Nevada	Extra Janitorial Services: Feb & Mar 2022	1,162.00
15018	5/9/2022	1429	D.C. Thomas	BD Rent May 2022	1,617.02
15019	5/9/2022	1457	Demco, Inc.	Imprinted Color-coded Paper Tape 3/4 W Yellow	471.04
15020	5/9/2022	1580	Ferguson Enterprises, LLC	CC Plumbing	69.60
15021	5/9/2022	1627	Cengage Learning, Inc.	SG3 - electronic databases	6,804.80
15022	5/9/2022	1647	Global Equipment Company Inc.	Key Blanks for laptop carts	65.49
15023	5/9/2022	1742	Ideal Supply Company Inc.	CH HVAC	409.00
15024	5/9/2022	1757	Ingram Library Services	Books for 1000 Boks Before KG	27,611.45
15025	5/9/2022	1897	Lakeshore Learning Materials	Color Rings Sorting Board, Color Discovery Box	34,725.62
15026	5/9/2022	2234	Overton Power District #5	Service 03/22/22-04/22/22 MV	125.28
15027	5/9/2022	2407	S & S Worldwide Inc.	Color Splash Faceted Gemstone - SV	25.68
15028	5/9/2022	2486	Sonitrol Of Southern NV	Various: Alarm Response/Repair	103.54
15029	5/9/2022	2533	Suburban Propane - 1487	Propane - Apr 2022	1,813.75
15030	5/9/2022	2567	Teamsters Local Union #14	Union Dues - May 2022	8,861.00
15031	5/9/2022	2698	Virgin Valley Disposal	Service Apr 2022	128.18
15032	5/9/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	31,838.98
15033	5/9/2022	2860	Las Vegas Review Journal	PurchasingAd/EITiempo - Apr 2022	43.75
15035	5/9/2022	3058	EBSCO Information Services	electronic databases	118,994.59
15036	5/9/2022	3149	Midwest Tape	A5 3 Ring Case Vies Binder	284.69
15037	5/9/2022	3435	Ace Fire Systems, Inc.	MQL: Service Call - Install 5G Communicator	902.00
15038	5/9/2022	3776	Got Bugs LLC	MQL & MQLC: Pest Control	200.00
15039	5/9/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2021-22	3,148.71
15040	5/9/2022	4224	DataPLUS Communications	Update Prox software	3,960.00
15041	5/9/2022	4604	Brodart Library Supplies & Furnishings	Materials & Supplies FY 2021-22	350.00
15042	5/9/2022	4676	Color Reflections	Table Cover	233.00
15043	5/9/2022	5001	UniFirst Corporation	FAC Uniform Rental	556.86
15044	5/9/2022	5244	A&B Printing & Mailing	Customer Appreciation Postcards	2,219.39
15045	5/9/2022	6704	Schneider Electric	Various: DDC Controls	8,935.00
15046	5/9/2022	7687	United Lock and Security, Inc.	WM Glass Mag Lock	171.50
15047	5/9/2022	8010	Allied Universal Security Services	On-Site Security 04/15/22-04/28/22 - CH	93,122.38
15048	5/9/2022	8122	Staples Advantage Dept LA	Spls 11x17 copy cs - SW	5,644.90
15051	5/9/2022	8593	American Sign Language Communication	ASL Storytime at WC on April 9, 2022	180.00

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 4/30/2022 through 5/20/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15052	5/9/2022	9101	O'Reilly Auto Parts	#51 (2) Plugs/Retainer	7.98
15053	5/9/2022	9332	Felipe A. Ortiz	Board Comp for April Mtg	40.00
15054	5/9/2022	9383	Office Plus	Crtgd_restr,lsr,bk - SU	268.48
15055	5/9/2022	9454	Apple Inc.	Magic Mouse - PVS	417.80
15056	5/9/2022	9649	Freeman's Carpet Service, Inc.	SC: New carpet for Executive area	1,609.40
15057	5/9/2022	9730	Commercial Lighting Specialties, LLC	Various	339.40
15058	5/9/2022	9907	Principal Life Insurance Company	Premium May 2022	24,309.15
15060	5/16/2022	10161	MLAM, Inc.	(3) 75 min Jarabe May 2022 WV/EV/WC	5,500.00
15061	5/16/2022	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC: Landscape Maintenance	800.00
15062	5/16/2022	10686	NLS Grounds Management, LLC	Various: Extra Landscaping Services	1,213.41
15063	5/16/2022	11552	Destiny Executive Search Group, Inc.	2nd Pmt/Retainer-Search Apr 2022	7,890.33
15064	5/16/2022	1157	AZP	Various	818.29
15065	5/16/2022	11626	Jay Atwood	Piano tuning and maintenance - CC	135.00
15066	5/16/2022	11653	Bombard Mechanical, LLC	EV: Service Call - Plumbing	1,207.50
15067	5/16/2022	11685	Main-G, Inc.	Backflow Repairs: CC, CH, EV, RB, SW	340.00
15068	5/16/2022	11728	Kevin Ernest Portillo	Photogr grad CC - May 2022	225.00
15070	5/16/2022	11941	Brink's, Incorporated	Excess Services - Apr 2022	3,551.92
15071	5/16/2022	1201	Best Janitorial Services of Nevada	Various: Janitorial	143,598.10
15072	5/16/2022	1240	Brady Industries of Nevada, LLC	Towel/Deodorant/Hand San.	919.13
15073	5/16/2022	1457	Demco, Inc.	Display Table - SU	663.32
15074	5/16/2022	1556	Ewing Bros. Inc.	#27: Towed to Tire Works	96.25
15075	5/16/2022	1640	Gerald M. Welt, Chartered	Legal Services - April 2022	6,126.73
15076	5/16/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	53,612.37
15077	5/16/2022	2152	Nedco Supply	Various	773.64
15078	5/16/2022	2215	OCLC Inc.	Cataloging/ILL Charges FY2021-22	5,258.91
15079	5/16/2022	2234	Overton Power District #5	Service 04/01/22-05/01/22 MQ	1,953.33
15080	5/16/2022	2307	Progressive Elevator	CC: Emergency Service Call	975.00
15081	5/16/2022	2362	Refrigeration Supplies Distributor	Various	120.93
15082	5/16/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	32,909.46
15083	5/16/2022	2819	CenturyLink Communications, LLC	Service May 2022	11,462.06
15084	5/16/2022	2860	Las Vegas Review Journal	Fac Bid 22-10	503.35
15085	5/16/2022	2887	Thomson Reuters West Payment Ctr	Library Materials for MISD FY 2021-22	828.83
15086	5/16/2022	2914	Iron Mountain	Services Apr 2022	508.84
15087	5/16/2022	3149	Midwest Tape	Library Books & Materials for FY 2021-2022	11,332.80
15088	5/16/2022	3307	Unique Management Services, Inc.	Placements - Apr 2022	1,950.75
15089	5/16/2022	3324	Rio Virgin Telephone Co.	Service May 2022	401.79
15090	5/16/2022	3355	Teamsters Security Fund S. Nevada	Premium May 2022	360,301.78
15091	5/16/2022	3435	Ace Fire Systems, Inc.	Various: Fire Sprinkler & Alarm Tests/Insp's	355.00
15092	5/16/2022	4517	Fingerprint Pros, Inc.	18 pre-employment fingerprints	1,062.00
15093	5/16/2022	4522	Quest Diagnostics	46 pre-employment drug tests	1,864.36
15094	5/16/2022	4604	Brodart Library Supplies & Furnishings	Materials & Supplies FY 2021-22	5,004.43
15095	5/16/2022	4742	Deseret Book Co.	Deseret fiction, nonfiction & audios	174.23
15096	5/16/2022	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - May 2022	7,395.27
15097	5/16/2022	5769	The Penworthy Company	Library Books & Materials for FY 2021-2022	8,362.96
15098	5/16/2022	7188	Innovative Interfaces, Inc.	Library Books & Materials for FY 2021-22	2,315.25
15099	5/16/2022	7671	Rentokil	Various: Pest Control	1,413.00
15100	5/16/2022	7687	United Lock and Security, Inc.	Various: Lock/Key Service	119.29
15101	5/16/2022	8010	Allied Universal Security Services	PVS Security 04/15/22-04/28/22	2,545.79
15102	5/16/2022	8155	Las Vegas Clark County Librar Dist Foundation	Foundation Bookstore Sales - Apr 2022	18,008.03
15103	5/16/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	308.75
15104	5/16/2022	9101	O'Reilly Auto Parts	#49 Grip Glove	24.99
15105	5/16/2022	9191	Canon Solutions America, Inc.	Newspaper Direct Maint. 03/31/22-04/29/22	6,114.54
15106	5/16/2022	9234	Data Processing Air Corporation	CC,SW,SC: Chiller Service PM	1,050.00
15107	5/16/2022	9383	Office Plus	Crtgd,lsr,bk,hp 655a - WC	7,090.66
15109	5/16/2022	9730	Commercial Lighting Specialties, LLC	EN Lighting	129.50
15111	5/16/2022	9827	Vision Sign Inc.	MQLC: Flag Pole Repair	1,356.37
15112	5/16/2022	9869	Unique Integrated Communications	Call Center Operations - Apr 2022	8,420.95
90864	5/5/2022	10265	Rowton Entertainment, LLC	SM Jackson Rayne May 2022	500.00
90866	5/5/2022	10872	Radioactive Productions	Mystic Fair 2022	400.00
90867	5/5/2022	11589	Greenspun Media Group, LLC	March '22 1/2 p. Ad	1,770.00
90868	5/5/2022	11813	Capitol Door Service	WM: Install of Anytime Library Kiosk	1,795.40
90869	5/5/2022	11882	Awkward Horse Music Services LLC	3 concerts by Percussion Collective	3,600.00
90870	5/5/2022	11916	GB Auto Service, Inc.	Various	1,297.26
90871	5/5/2022	11929	Koff and Associates Inc.	Services month ending 4/30/22 C1207	1,480.00
90872	5/5/2022	11938	Mervin K. Alexander Jr.	Actors Workshop 1/26, 3/9	1,000.00
90873	5/5/2022	11942	Eboni Browning	Women's History Month 2022	1,000.00
90874	5/5/2022	11944	Sharon R. Phoenix	EN 5-1-22 Candle Making	200.00
90875	5/5/2022	11953	Creative Draperies LLC	CC: Computer Lab - Rollershade Install	1,100.00
90877	5/5/2022	12030	Salt Apothecary and Wellness LLC	Mystic Fair Lecture	200.00
90878	5/5/2022	12039	Mohammed Shakir	Jazz Performance - April 2022	1,000.00
90879	5/5/2022	12044	Marcella Prado	Refund Bal on Print Acct.	4.60
90881	5/5/2022	12047	Verizon Wireless	Orbic Speed Mobile Hotspot	43,560.00
90882	5/5/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	1,017.91
90883	5/5/2022	1710	Henri Specialties	CC Partition Hardware	145.76
90885	5/5/2022	1991	Lowe's Improvement	Various	725.21
90886	5/5/2022	2097	Moapa Valley Telephone Co. Inc.	Service 04/26/22-05/25/22	233.66
90887	5/5/2022	2175	NV Energy	Service 03/21/22-04/19/22 CH	9,326.74
90888	5/5/2022	2494	Southwest Gas Corp.	Service 03/24/22-04/21/22 CH	2,451.33
90889	5/5/2022	2838	Verizon Wireless	Service 03/21/22-04/20/22	2,478.37
90892	5/5/2022	3383	Home Depot Credit Services	Mar - Apr 2022 Various	1,447.96
90893	5/5/2022	5026	Nevada State Treasurer	Mandated Court Payment	6.00
90894	5/5/2022	6107	USITT, Inc	22-23 dues April USITT membership	350.00
90895	5/5/2022	6149	Beaverton City Library	A Sobering Coincidence	30.16
90896	5/5/2022	6499	Southern Nevada Health District	SC: 2022 UST Permit Fee - Fuel System	586.50
90897	5/5/2022	6817	Reliance Connects	Service May 2022	783.67
90899	5/5/2022	8154	American Southwest Electric	Various	1,615.00
90900	5/5/2022	9788	Matias Rodriguez	CC TH Conf Rm: Doors & Window Tint	1,016.00

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 4/30/2022 through 5/20/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
90901	5/5/2022	9966	The Sherwin-Williams Co.	Paint for EN Book Drop	89.27
90902	5/12/2022	10036	Vegas City Opera	DW Vegas City Opera 2022 Apr 2022	500.00
90903	5/12/2022	10176	Jonathan Karrant	SM Music Appreciation May 2022	175.00
90905	5/12/2022	10556	American Girl Brands, LLC	American Girl Dolls	33,492.00
90906	5/12/2022	11076	Quadient, Inc.	Meter Rental 05/25/22-08/24/22	180.00
90907	5/12/2022	11693	Richard James Cisneros	LV Classica Music - Concert Series 4/18	1,000.00
90908	5/12/2022	11715	Michael Klein	DW LV Classical Guitars 5/8/22	300.00
90909	5/12/2022	11813	Capitol Door Service	Various: Misc Door Repairs	255.40
90910	5/12/2022	11874	Brushwood Creations	Woodworking at Whitney	405.00
90911	5/12/2022	11916	GB Auto Service, Inc.	Various	1,059.02
90912	5/12/2022	12036	DRZ Inc.	RB: HVAC Cooler Pads	130.88
90913	5/12/2022	12042	Wish Wagon	Mystic/Steam fair - Apr 23th	1,400.00
90914	5/12/2022	1462	Department of Employment Training & Rehabilitation	Unemployment Insurance	504.05
90915	5/12/2022	2117	Multi-Cultural Books & Videos, Inc.	Library Books & Materials for FY 2021-22	3,576.25
90916	5/12/2022	2159	AT&T SBC	Service 04/25/22-05/24/22	295.92
90917	5/12/2022	2175	NV Energy	Service 03/25/22-04/25/22 EV	56,445.70
90918	5/12/2022	2494	Southwest Gas Corp.	Service 03/31/22-04/28/22 BD	2,024.49
90920	5/12/2022	2837	Republic Services 620	Recycling Svc 05/01-05/31 WM	6,517.55
90921	5/12/2022	3426	Urban Chamber of Commerce	General Membership Renewal	450.00
90922	5/12/2022	6745	PERS Administrative Fund	2022 PERS Conference	300.00
90923	5/12/2022	8192	AT&T	Service May 2022	41.77
90924	5/19/2022	10336	Opera Las Vegas	CC OLV "Bremen Town Musicians"	1,000.00
90926	5/19/2022	10872	Radioactive Productions	Summer Challenge Videos	3,600.00
90928	5/19/2022	10997	Jennifer Singer	(2) Three piece band Concerts WC/CC	7,000.00
90929	5/19/2022	11589	Greenspun Media Group, LLC	Las Vegas Weekly 1/2 p. Ad 3.3.22	3,540.00
90930	5/19/2022	11691	Leslie Trevizo	Macrame Class March 15	300.00
90931	5/19/2022	11797	SRO Artists Inc.	SM Karla Bonoff 5-15-22	5,500.00
90932	5/19/2022	11801	Jeffrey Scott Trower	Community Heartbeat Drum Circle	450.00
90933	5/19/2022	11813	Capitol Door Service	WC: West Entry Exterior Auto Doors	954.76
90934	5/19/2022	11967	Eyob Mergia	Chalk Artist for SM 3-26-22	175.00
90935	5/19/2022	11988	Steven Joseph Spatafore	Photography @ Career Online HS	300.00
90938	5/19/2022	12020	Indigenous Educators Empowerment	Review of Indigenous Programming	1,000.00
90939	5/19/2022	12024	Pink Kitty Creative	Graphic Design Services	1,755.00
90940	5/19/2022	12029	Southern Nevada Music, Inc.	Rental of Steinway D Piano w/Bench	1,800.00
90941	5/19/2022	12031	Ronald Thomas	Sounds of Vegas May 15 2022	500.00
90942	5/19/2022	12034	Sue Fawn Chung	Speaking fee for LV Stories 5/5/22	500.00
90943	5/19/2022	12048	Sirsi Corp.	CloudSource OA Annual Subscription	25,500.00
90946	5/19/2022	12054	Amazon Capital Services, Inc.	Verbatim DVD+R DL 8.5GB - IT	6,537.14
90947	5/19/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	1,017.91
90948	5/19/2022	2175	NV Energy	Service 04/01/22-05/03/22 WM	12,361.98
90949	5/19/2022	2494	Southwest Gas Corp.	Service 04/09/22-05/09/22 EV	321.04
90950	5/19/2022	2854	FastSigns	Various	357.27
90951	5/19/2022	2861	Jay D. Whipple	MV: Pest Control	40.00
90952	5/19/2022	4117	Television Monitoring Services, Inc.	Fox 5 - 4.25.22	50.00
90953	5/19/2022	4297	Priority Business Checks	A/P checks	409.06
90954	5/19/2022	5026	Nevada State Treasurer	Mandated Court Payment	6.00
90955	5/19/2022	7465	Bell Trans	transport for contracted artists	729.74
90956	5/19/2022	9160	Baker Distributing Co.	SC: Develop Dir's office - duct work components	144.06
90957	5/19/2022	9966	The Sherwin-Williams Co.	SU Book Drop Painting	70.03
Total 100 - General Fund					1,743,893.49

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

Grant Fund - 220
From 4/30/2022 through 5/20/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14967	5/2/2022	11672	Vickie Michelle Ford	ABEVirtualTransAdv 341-1 3/10-4/20	1,944.00
14990	5/2/2022	4042	Baker & Taylor, Inc.	Library Books & Materials	6,776.23
15021	5/9/2022	1627	Cengage Learning, Inc.	SG3 - electronic databases	40,000.00
15048	5/9/2022	8122	Staples Advantage Dept LA	Spls 11x17 copy cs - SW	510.63
15059	5/16/2022	10114	Vickie Thompson	ABE Virt Acad Adv 440 3/29/-5/5	1,944.00
15069	5/16/2022	11872	Dione Thompson	ABE HSE OSCC 442 3/22-5/3	1,701.00
90898	5/5/2022	7348	Brainfuse, Inc	SG3 - Tutoring Online Services 7/1/22-6/30/23	165,000.00
90904	5/12/2022	10217	T-Mobile	LSTA ARP Cellphone Lending Program	180,850.00
90936	5/19/2022	11994	Musically Minded	Early Childhood Instruction	4,000.00
90937	5/19/2022	12008	Premier Wireless Business Technology Solutions	LSTA ARP Cellphone Lending Program	19,146.17
Total 220 - Grant Fund					421,872.03

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Gift Fund - 230
From 4/30/2022 through 5/20/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15005	5/9/2022	10129	Fun Express LLC	Gold Glitter Star Yard Sign Set - CH	1,092.14
15010	5/9/2022	10523	Blake Hament	BBTC instruction	800.00
15048	5/9/2022	8122	Staples Advantage Dept LA	Spls 11x17 copy cs - SW	344.12
15110	5/16/2022	9821	Liquid Courage	SW Gallery reception	1,275.00
90925	5/19/2022	10539	Jonathan Watson	EN DJ Instruction 5/5/22	180.00
Total 230 - Gift Fund					3,691.26

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

Capital Projects Fund - 510
From 4/30/2022 through 5/20/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
14972	5/2/2022	1455	Dell Marketing L.P.	Maint/Support,Term: 2/23-10/24	136,987.83
15034	5/9/2022	3048	Desert Boilers & Controls Inc.	EN: Replace (2) Boiler Pumps	9,244.44
15046	5/9/2022	7687	United Lock and Security, Inc.	WM Glass Mag Lock	1,171.50
15049	5/9/2022	8501	The Original Roofing Company	CC: Clean and reseal roof	6,810.00
15056	5/9/2022	9649	Freeman's Carpet Service, Inc.	SC: New carpet for Executive area	13,042.00
15062	5/16/2022	10686	NLS Grounds Management, LLC	Various: Extra Landscaping Services	720.00
15108	5/16/2022	9588	Vocera Communications, Inc.	Replacement Vocera Badges	7,856.57
90865	5/5/2022	10529	Furniture Lab	SM-TH: Wooden Doors Refresh	6,520.00
90876	5/5/2022	12018	Classic Body & Paint, Inc.	Fleet Vehicles: Logo Replacement	1,632.00
90899	5/5/2022	8154	American Southwest Electric	Various	55,768.00
90927	5/19/2022	10928	EMC Corporation	VxRAIL 3 Nodes Warranty : 05/22 - 5/23	22,045.68
Total 510 - Capital Projects Fund					261,798.02

Final Regular Board of Trustees Meeting- June 9, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Debt Service Fund - 610
From 4/30/2022 through 5/20/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15050	5/9/2022	8531	FHN Financial Main Street Advisors, LLC	Jan-Mar 2022	78.87
Total 610 - Debt Service Fund					78.87
Total - All Funds					<u>2,431,333.67</u>



ITEM VI.A.3.b.

MEMORANDUM

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

FROM: John Vino, General Services Director

DATE: May 31, 2022

SUBJECT: General Services Report, June 2022

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

POWERFUL PLACES

West Las Vegas Relocation

Transfer of West Las Vegas Library Building to the City of Las Vegas (CLV):

Agenda Item - Negotiations with the City of Las Vegas – the Interlocal Statement of Intent has been fully executed by both parties. At the June 2022 Board of Trustees Meeting, the primary terms and conditions of the transfer agreement will be presented with a request to the Board of Trustees to authorized staff to enter into an Interlocal Agreement with the City of Las Vegas for the transfer.

KME Architects – We are currently reviewing the Programming Document for publication and presentation. KME has started preparing the architectural schedule as well architectural concepts for a New West las Vegas library

POWERFUL PARTNERSHIPS

RISK MANAGEMENT

Agenda Item - Insurance Policy Renewals: The District's property and casualty insurance and public officials and employment practices liability insurance policies are scheduled for renewal on July 15, 2022. USI Insurance Services, the District's Broker of Record for property and casualty insurance, will present a proposed insurance package and recommendation for contract award to the Board of Trustee's Risk Management Committee on June 10th. The Risk Management Committee will bring forward a recommendation for contract award to the Board of Trustees at the June 9th meeting.

Purchasing and Administration

Agenda Item - Lighting Equipment - RFP No. 22-09 - The Purchasing Department has completed the public bidding of theater lighting equipment and materials. An Agenda Item has been submitted for the discussion and possible Board action regarding contract award for the purchase of theater lighting equipment for various District locations.

Agenda Item - Projector Upgrades - RFP No. 22-10 - The Purchasing Department has completed the public bidding for projector upgrades for District Locations. An Agenda Item has been submitted for the discussion and possible Board action regarding contract award for the purchase of theater lighting equipment for various District locations

Hope For Prisoners

This project is in progress - We will be installing shelving as well as providing donated books and children's toys. We are helping their staff select furniture for their space as well. We hope to have the space completed by the mid-June.

The Chef Jeff Project

This project is in progress - We continue to explore the possible partnership with Chef Jeff Henderson to utilize the café at the East Las Vegas Library as a training ground for his project. Chef Jeff is the creator of the Chef Jeff Project, a culinary, hospitality, and life skills training program for disenfranchised youth, formerly incarcerated individuals, and those seeking a fair chance.

They offer masterclasses, life coaching, in-person and virtual culinary and hospitality training, and hands-on food service experience to help local youths learn the necessary skills to find and retain employment.

Chef Jeff believes the café could be a vital part of the real-life training his participants need as they become trained in the art of cooking and baking, restaurant cleaning and sanitation, and the principles of hospitality and customer service.

Chef Jeff and his team participated in the Summer challenge kick-off at the East Las Vegas Library by handing out free cupcakes to customers and staff.

**COVID Update**

Issues and incidents continue to stabilize and we have seen a considerable drop off in security issues related to COVID and masking. We will continue to stay apprised of all COVID-19 protocol updates from the CDC and SNHD for the forcible future.

ITEM VI.A.3.c.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Jeff Serpico, Human Resources Director

DATE: May 31, 2022

SUBJECT: Human Resources (HR) Report, June 2022

Section (1) of this report, *Fiscal Year HR Goals and Objectives (Plays)*, covers activity May 1 to May 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 April 30, 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 - Complete
 - Indirect Compensation (Benefits) Survey Results
 - Presentation Board of Trustees Meeting - Complete
 - Indirect Compensation (Benefits) Agenda Item - Increase Tuition Reimbursement rates for 22/23 - June Board of Trustees Meeting
 - Staff Base Compensation (Direct) Survey Results Summary - Tentative July Board of Trustees Meeting
 - A-Team July 2022 Review (Merit, COLA) - Tentative July Board of Trustees Meeting
- 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 (Monitor/Assess)
- **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 - Rescheduled June
 - August 4
 - November 3
 - Town Hall meeting #3 (Post-Game - Date July 19)
 - New Employee Executive Director Roundtable - Being developed
- **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
 - Apprentice Person-In-Charge (APIC) Training program - Complete
 - New Leader Onboarding (NLO) program - In development
- **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
 - Survey Providers First Screening
 - Pulsely - Complete

- McBassi - Complete
 - WorkTango - Complete
 - Culture Amp - Complete
 - Survey Providers Second Screening (DEIA Committee)
 - Work Tango - Complete
 - Culture Amp - Complete
 - Survey Provider final review (A-Team) - to be scheduled in June
- Outreach sub-groups established
 - Action Plan (Hispanic outreach) - In-process
- **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 (Complete)
 - Target Go-Live March - Complete (Monitor/Assess)
 - Results March 1 to May 31 (Attached)

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)

6/2/2022

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	645			NA	612.60	642.36	A
B	Full-Time Employees 60 hours or more (Headcount)	313	314	317	316	319	320	324	326	329	335			NA	321.30	309.64	B
C	Part-Time Employees 59 hours or less (Headcount)	307	296	287	286	293	287	288	283	276	310			NA	291.30	332.73	C
D	Full-Time-Equivalent (FTE-District)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			NA	NA	NA	D
E	Average Years of Service (District)	9.9	10.0	10.1	10.5	10.0	10.1	10.0	10.1	10.0	10.1			NA	10.08	9.59	E
		Talent Acquisition & Management															
F	Open Positions (Budget) = 778	158	168	174	176	166	171	166	169	173	133			NA	165	136.00	F
G	Positions Posted (Approved to Fill)	11	16	17	12	10	17	10	8	18	5			NA	12	7.00	G
H	Applications Received	414	829	540	586	205	554	455	466	800	251			5100	510	507.00	H
I	Interviews Conducted	7	16	13	14	14	13	7	16	17	14			131	13	5.55	I
J	New Hires	5	3	8	7	15	4	10	5	8	41			106	11	2.45	J
K	Promotions	4	4	5	6	4	7	8	7	8	5			58	6	3.73	K
L	Lateral Transfers	0	0	1	6	0	0	0	2	1	0			10	1	1.10	L
M	Demotions	0	0	1	1	0	0	0	0	0	1			3	0	0.55	M
N	Employees Successfully Completing Probationary Period	5	1	2	0	5	5	0	0	8	5			31	3	1.55	N
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	\$ 105,392.19			\$331,330	\$33,133	\$10,366	O
		Separations & Turnover															
P	Total Separations from Employment	8	12	13	10	5	10	7	6	10	11			92	9	10.00	P
Q	Voluntary Separations	8	10	12	10	5	9	6	6	9	9			84	8	9.45	Q
R	Involuntary Separations	0	2	1	0	0	1	1	0	1	2			8	1	0.55	R
S	Turnover (Entire District)	1.29%	1.97%	2.15%	1.66%	0.82%	1.65%	1.14%	0.99%	1.65%	1.71%			15.02%	1.50%	1.6% / *17.61%	S
T	Turnover (Without Page Positions)	0.81%	0.65%	1.49%	1.32%	0.65%	1.31%	0.81%	0.65%	0.98%	0.62%			9.25%	0.93%	2.19% / NA	T
U	Annualized Twelve Month Turnover (Entire District)	15.48%	19.55%	21.64%	21.21%	18.93%	19.07%	18.31%	17.50%	17.76%	18.03%			NA	18.75%	26.05%	U
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%	17.10%			NA	21.26%	17.49%	V
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	6.7			NA	5.6	10.1	W
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	0.4			NA	4.2	3.4	X
		Training & Talent Development															
Y	Employee Attending New Hire Orientation	5	3	8	7	15	4	7	7	9	41			106	10.60	2.45	Y
Z	Total Employee Training Encounters	173	27	178	77	108	144	22	60	129	91			1009	100.90	92.73	Z
AA	Virtual	76	9	139	31	15	2	9	56	107	33			477	47.70	81.82	AA
BB	Live On-Site	88	14	34	43	90	139	7	3	19	33			470	47.00	7.09	BB
CC	External Conferences	9	4	5	3	3	3	6	1	3	25			62	6.20	3.82	CC
DD	Total Training Cost	\$6,049	\$3,584	\$6,296	\$1,055	\$4,078	\$3,002	\$6,244	\$138	\$3,114	\$20,641			\$54,201	\$5,420.12	\$5,031	DD
EE	Total Tuition Reimbursements	\$0.00	\$0.00	\$2,000	\$0.00	\$0.00	\$1,973	\$5,000	\$ 4,000.00	\$0.00	\$0.00			\$12,972.50	\$1,297.25	\$3,193	EE
FF	Undergraduate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,973	\$1,000	\$0.00	\$0.00	\$0.00			\$2,972.50	\$297.25	\$652	FF
GG	Graduate	\$0.00	\$0.00	\$2,000	\$0.00	\$0.00	\$0.00	\$4,000	\$4,000.00	\$0.00	\$0.00			\$10,000.00	\$1,000.00	\$2,541	GG
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%	91.70%			NA	95.91%	NA	HH
		Benefits & Wellness															
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	2	1	1	1	0	1	1	1	1	4			NA	1.30	5.00	II
JJ	Total Leave Hours Utilized	104.00	80.00	80.00	80.00	0.00	80.00	80.00	80.00	80.00	320.00			984.00	98.40	269.09	JJ

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

Restate = Yellow

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

* Annual

NOTES:

LO-4 Instruction Booklet - Race and Ethnic Identification EEO)

Data Ref: 1/1/1/1

No. 834

** See without Page Job Title: 484

*** July 2019 US Census Bureau - Clark County

Quarter 1 2021 (H04)

LVCLD Diversity Dashboard 2021

(Quarter 2)

A													
**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	19.56%	-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%	-2.45%	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	11.90%	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%						
B													
***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%						
C													
Job Categories (EEO-4)													
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)													
Total													
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	650				
D													
Job Categories (EEO-4)													
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)													
Job Class Count													
Job Class % of all Positions													
Gender													
Count %													
1.0	Officials and Administrators	8	47	17	0	8	0	2	82	12.62%	Gender	Count %	
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%	-2.45%			Male	33	40.24%
											Non	0	0.00%
2.0	Professionals	16	34	6	1	11	0	4	72	11.08%	Gender	Count %	
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%	4.88%	-1.20%	0.65%			Male	21	29.17%
											Non	0	0.00%
3.0	Technicians	10	26	6	2	5	1	0	50	7.69%	Gender	Count %	
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%	-1.30%	3.10%	-0.40%	0.80%	-4.90%			Male	31	62.00%
											Non	0	0.00%
4.0	Protective Service Workers - Outsourced	0	0	0	0	0	0	0	0	0.00%	Gender	Count %	
5.0	Paraprofessionals	18	63	9	2	18	0	1	111	17.08%	Gender	Count %	
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	-15.18%	15.06%	-4.89%	0.90%	5.82%	-1.20%	-4.02%			Male	26	23.42%
											Non	0	0.00%
6.0	Administrative Support Workers (Including Clerical and Sales)	101	137	26	5	32	3	10	301	46.31%	Gender	Count %	
6.1	District Job Class %	30.23%	46.18%	7.31%	1.66%	10.63%	0.66%	3.32%	100.00%		Female	213	77.41%
6.2	Variance from CC	-1.37%	4.48%	-5.79%	0.76%	0.23%	-0.54%	-1.58%			Male	68	22.59%
											Non	0	0.00%
7.0	Skilled Craft Workers	0	2	0	0	0	0	0	2	0.31%	Gender	Count %	
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%	-4.90%			Male	2	100.00%
											Non	0	0.00%
8.0	Service/Maintenance Workers	0	7	5	1	0	0	3	16	2.40%	Gender	Count %	
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%	2.02%	18.15%	5.35%	-10.40%	-1.20%	13.85%			Male	16	100.00%
											Non	0	0.00%
Total		143	318	65	11	74	3	20	634	97.54%			



ITEM VIII.B.1.

AGENDA ITEM

JUNE 9, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # VIII.B.1.:

Discussion and possible Board action regarding contract award for the purchase of theater lighting equipment for various District locations.

Background:

Funds are allocated in the capital projects fund to purchase replacement theater lighting equipment for various District Locations. The equipment is in need of replacing due to age and functionality deficiencies.

An Invitation to Bid was advertised in the *Review-Journal*, posted on the District's website, emailed to minority Chambers of Commerce, and posted on the Nevada Government eMarketplace (NGEM). The bid opening was held on May 20, 2022. A total of six bids were received. The bid results follow:

Bidder	Total Bid Amount
Solotech U.S. Corporation	\$98,921
Barber Marketing, Inc. dba BMI Supply	\$100,624
Focus Camera, LLC	\$117,007
Ventura Integrated Systems, LLC	\$125,876
Blue Plant Lighting	Non-responsive
NEDCO Supply	Non-responsive

The lowest responsive and responsible bidder is Solotech U.S. Corporation.

The Disclosure of Ownership/Principals Form for Solotech U.S. Corporation is attached.

Recommended Action:

Motion to authorize staff to award a contract for the purchase of theater lighting equipment for various District locations in accordance with Bid No. 22-09 to Solotech U.S. Corporation for the amount of \$98,921.

ATTACHMENT A - DISCLOSURE OF OWNERSHIP/PRINCIPALS AND RELATIONSHIPS RFP NO. 22 -09 LIGHTING EQUIPMENT

Purpose of the Form

The purpose of the Disclosure of Ownership/Principals Form is to gather ownership information pertaining to the business entity for use by the Board of Trustees ("BOT") and District Staff in determining whether they should exclude themselves from Bid Award decision making where they have, or may be perceived as having a conflict of interest, and to determine compliance with Nevada Revised Statute 281A.430, contracts in which a public officer or employee has interest is prohibited.

General Instructions

Completion and submission of this Form is a condition of approval or renewal of a contract or lease and/or release of monetary funding between the disclosing entity and the Las Vegas-Clark County Library District. Failure to submit the requested information may result in a refusal by the BOT to enter into an agreement/contract and/or release monetary funding to such disclosing entity.

Detailed Instructions

All sections of the Disclosure of Ownership form must be completed. If not applicable, write in N/A.

Business Entity Type – Indicate if the entity is an Individual, Partnership, Limited Liability Company, Corporation, Trust, Non-profit Organization, or Other. When selecting 'Other', provide a description of the legal entity.

Non-Profit Organization (NPO) - Any non-profit corporation, group, association, or corporation duly filed and registered as required by state law.

Business Designation Group – Indicate if entity is one of the following. This is needed in order to provide utilization statistics to the Legislative Council Bureau, and will be used only for such purpose. Select all that apply.

- **Minority Owned Business Enterprise (MBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more minority persons of Black American, Hispanic American, Asian-Pacific American or Native American ethnicity.
- **Women Owned Business Enterprise (WBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more women.
- **Physically-Challenged Business Enterprise (PBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more disabled individuals pursuant to the federal Americans with Disabilities Act.
- **Emerging Small Business (ESB):** Certified by the Nevada Governor's Office of Economic Development effective January, 2014. Approved into Nevada law during the 77th Legislative session as a result of AB294.
- **Small Business Enterprise (SBE):** An independent and continuing business for profit which performs a commercially useful function, is not owned and controlled by individuals designated as minority, women, or physically-challenged, and where gross annual sales does not exceed \$2,000,000.
- **Large Business Enterprise (LBE):** An independent and continuing business for profit which performs a commercially useful function and is NOT located in the State of Nevada.
- **Nevada Business Enterprise (NBE):** Any Nevada business which has the resources necessary to sufficiently perform identified County projects, and is owned or controlled by individuals that are not designated as socially or economically disadvantaged.

Business Name (include d.b.a., if applicable) – Enter the legal name of the business entity and enter the "Doing Business As" (d.b.a.) name, if applicable.

Corporate/Business Address, Business Telephone, Business Fax, and Email – Enter all contact information requested.

Nevada Local Business Address, Local Business Telephone, Local Business Fax, and Email – If business entity is out-of-state, but operates the business from a location in Nevada, enter all Nevada contact information. Please note: the local address must be an address from which the business is operating. Please do not include a P.O. Box number, unless required by the U.S. Postal Service, or a business license hanging address.

Number of Clark County Nevada Residents employed by this firm. Do not leave blank. If none or zero, put the number 0 in the space provided.

List of Owners/Officers – Include the full name, title and percentage of ownership of each person who has ownership or financial interest in the business entity. If the business is a publicly-traded corporation or non-profit organization, list all Corporate Officers and Directors only.

For All Contracts – (Not required for publicly-traded corporations)

- 1) Indicate if any member, partner, owner or principal involved in the business entity is an employee or appointed official of the Las Vegas-Clark County Library District. If yes, the following paragraph applies.

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as provided for in subsections 2, 3, and 4.

- 2) Indicate if any member, partner, owner or principal involved in the business entity has a second degree of consanguinity or affinity relation to any employee or appointed/elected official of the Las Vegas-Clark County Library District – see (reference form on Page 2 for definition).

If YES, complete the Disclosure of Relationship Form.

A professional service is defined as a personal service which may legally be performed only pursuant to a license, certificate of registration, or other legal authorization (NRS 89.020.10) such as legal services, architectural and engineering services, insurance broker, investment management, auditing, etc.

Signature and Print Name – Requires signature of an authorized representative and the date signed.

Disclosure of Relationship Form – If any member, partner, owner or principal involved in the business entity has a second degree of consanguinity or affinity relation to any employee or appointed/elected official of the Las Vegas-Clark County Library District, this form MUST be completed in its entirety.

INSTRUCTIONS

ATTACHMENT A - DISCLOSURE OF OWNERSHIP/PRINCIPALS

RFP NO. 22-09 LIGHTING EQUIPMENT

List Business Entity Type: Corporation						
Sole Proprietorship	Partnership	Limited Liability Company	Corporation	Trust	Non-Profit Organization	Other
List Business Designation Group: Nevada Business Enterprise						
MBE	WBE	PBE	ESB	SBE	LBE	NBE
Minority Business Enterprise	Women-Owned Business Enterprise	Physically Challenged Business Enterprise	Emerging Small Business*	Small Business Enterprise	Large Business Enterprise	Nevada Business Enterprise
*ESB must be certified by the Governor's Office of Economic Development						
Number of Clark County Nevada Residents Employed:			75			
Corporate/Business Entity Name:		Solotech U.S. Corporation				
(Include d.b.a., if applicable)		N/A				
Street Address:		7970 S. Valley View Blvd., Building 3, Suite #100				
City, State, and Zip Code:		Las Vegas, NV, 89139		Contact Name:		Jacob Bourgault
Telephone No:		(702) 614-8882		Title:		Sales Representative
Fax No:		(702) 614-8883		Email:		Jacob.Bourgault@solotech.com
Nevada Local Street Address: (If different from above)				Website:		https://www.solotech.com/
City, State and Zip Code:				Local Contact Name:		
Local Telephone No:				Title:		
Local Fax No:				Email:		

All entities, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity appearing before the Board.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest. The disclosure requirement, as applied to land-use applications, extends to the applicant and the landowner(s).

Entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)
Charles Rosner Bronfman Family Trust		44.4%
Desjardins Capital Regional et cooperatif		27.8%
Investissement Quebec		27.8%

This section is not required for publicly-traded corporations. Are you a publicly-traded corporation? Yes ☐ No ☒

1. Are any individual members, partners, owners or principals, involved in the business entity, Las Vegas-Clark County Library District?

☐ Yes ☒ No

(If yes, please note LVCCLD employees and appointed/elected officials may not perform any work on professional service contracts, or other contracts, which are not subject to competitive bid.)

2. Do any individual members, partners, owners or principals have a spouse, registered domestic partner, child, parent, in-law or brother/sister, half-brother/half-sister, grandchild, grandparent, related to a Las Vegas-Clark County Library District employee or appointed/elected official?

☐ Yes ☒ No

(If yes, please complete the Disclosure of Relationship form on Page 2. If no, please print N/A on Page 2.)

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that the Board will not take action on land-use approvals, contract approvals, land sales, leases or exchanges without the completed disclosure form.

JB
Signature
Sales Representative
Title

Jacob Bourgault
Print Name
5/18/2022
Date

**ATTACHMENT 11 - DISCLOSURE OF RELATIONSHIPS
RFP NO. 22-09 LIGHTING EQUIPMENT**

Bidder, partner, owner or principal consanguinity or affinity relation to any employee or appointed/elected official of the Las Vegas-Clark County Library District, this form MUST be completed in its entirety.

In regard to this form, Bidder must consider first and second degree as follows: Spouse – Registered Domestic Partner – Children – Parents – Sibling – Half-Sibling – Grandchildren – Grandparents – In-laws (first/second degree)

Not Applicable – Initial Here: JB and complete Contractor's Signature Block.

CONTRACTOR	LIBRARY DISTRICT		
NAME (MEMBER, PARTNER, OWNER, PRINCIPAL)	NAME OF OWNER'S EMPLOYEE OR /OFFICIAL	RELATIONSHIP TO EMPLOYEE OR OFFICIAL	IF DISTRICT EMPLOYEE, WHICH DEPARTMENT

CONTRACTOR SIGNATURE BLOCK

Legal Name of Bidder (Prime Contractor) As It Should Appear on Contract	Solotech U.S. Corporation
Name of Bidder's Authorized Representative	Jacob Bourgault
Title of Bidder's Authorized Representative	Sales Representative
Signature of Bidder's Authorized Representative	JB
Today's Date	May 18th, 2022

Below for LVCCLD Use Only:

If any Disclosure of Relationship is noted above, complete the following:

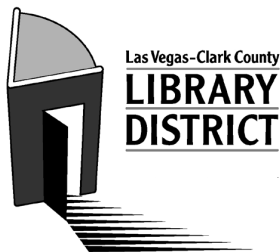
Is any LVCCLD employee noted above involved in the selection process for this contract? **CIRCLE ONE** Yes No

Is any LVCCLD employee noted above involved in performance of the contract? **CIRCLE ONE** Yes No

Notes/Comments: _____

Name: _____ Date: _____

Title: _____



ITEM VIII.B.2.

AGENDA ITEM

JUNE 9, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # VIII.B.2.:

Discussion and possible Board action regarding contract award for the purchase of projectors, lens, equipment and materials for various District locations.

Background:

Funds are allocated in the capital projects fund to purchase the projector equipment for various District Locations. The equipment is in need of replacing due to age and functionality deficiencies.

An Invitation to Bid was advertised in the *Review-Journal*, posted on the District's website, emailed to minority Chambers of Commerce, and posted on the Nevada Government eMarketplace (NGEM). The bid opening was held on May 20, 2022. A total of eight bids were received. The bid results follow:

Bidder	Total Bid Amount
B&H Foto Electronics Corp (dba B&H Photo Video)	\$94,295
Hypertec USA, Inc. (Hypertec Direct)	\$96,450
Ford Audio Video Systems LLC	\$100,969
Teledata Technologies	\$107,078
Pivium, Inc.	\$111,940
Solotech U.S. Corporation	\$112,093
Ventura Integrated Systems, LLC	\$139,185
Blue Plant Lighting	Non-responsive

The lowest responsive and responsible bidder is B&H Foto Electronics Corp (DBA B&H Photo Video).

The Disclosure of Ownership/Principals Form for B&H Foto Electronics Corp. (DBA B&H Photo Video) is attached.

Recommended Action:

Motion to authorize staff to award a contract for the purchase of projectors, lens, equipment, and materials for various District locations in accordance with Bid No. 22-10 to B&H Foto Electronics Corp. (DBA B&H Photo Video) for \$94,295.

ATTACHMENT A - DISCLOSURE OF OWNERSHIP/PRINCIPALS AND RELATIONSHIPS RFP NO. 22 -10 PROJECTOR UPGRADES

Purpose of the Form

The purpose of the Disclosure of Ownership/Principals Form is to gather ownership information pertaining to the business entity for use by the Board of Trustees ("BOT") and District Staff in determining whether they should exclude themselves from Bid Award decision making where they have, or may be perceived as having a conflict of interest, and to determine compliance with Nevada Revised Statute 281A.430, contracts in which a public officer or employee has interest is prohibited.

General Instructions

Completion and submission of this Form is a condition of approval or renewal of a contract or lease and/or release of monetary funding between the disclosing entity and the Las Vegas-Clark County Library District. Failure to submit the requested information may result in a refusal by the BOT to enter into an agreement/contract and/or release monetary funding to such disclosing entity.

Detailed Instructions

All sections of the Disclosure of Ownership form must be completed. If not applicable, write in N/A.

Business Entity Type – Indicate if the entity is an Individual, Partnership, Limited Liability Company, Corporation, Trust, Non-profit Organization, or Other. When selecting 'Other', provide a description of the legal entity.

Non-Profit Organization (NPO) - Any non-profit corporation, group, association, or corporation duly filed and registered as required by state law.

Business Designation Group – Indicate if entity is one of the following. This is needed in order to provide utilization statistics to the Legislative Council Bureau, and will be used only for such purpose. Select all that apply.

- **Minority Owned Business Enterprise (MBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more minority persons of Black American, Hispanic American, Asian-Pacific American or Native American ethnicity.
- **Women Owned Business Enterprise (WBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more women.
- **Physically-Challenged Business Enterprise (PBE):** An independent and continuing business for profit which performs a commercially useful function and is at least 51% owned and controlled by one or more disabled individuals pursuant to the federal Americans with Disabilities Act.
- **Emerging Small Business (ESB):** Certified by the Nevada Governor's Office of Economic Development effective January, 2014. Approved into Nevada law during the 77th Legislative session as a result of AB294.
- **Small Business Enterprise (SBE):** An independent and continuing business for profit which performs a commercially useful function, is not owned and controlled by individuals designated as minority, women, or physically-challenged, and where gross annual sales does not exceed \$2,000,000.
- **Large Business Enterprise (LBE):** An independent and continuing business for profit which performs a commercially useful function and is NOT located in the State of Nevada.
- **Nevada Business Enterprise (NBE):** Any Nevada business which has the resources necessary to sufficiently perform identified County projects, and is owned or controlled by individuals that are not designated as socially or economically disadvantaged.

Business Name (include d.b.a., if applicable) – Enter the legal name of the business entity and enter the "Doing Business As" (d.b.a.) name, if applicable.

Corporate/Business Address, Business Telephone, Business Fax, and Email – Enter all contact information requested.

Nevada Local Business Address, Local Business Telephone, Local Business Fax, and Email – If business entity is out-of-state, but operates the business from a location in Nevada, enter all Nevada contact information. Please note: the local address must be an address from which the business is operating. Please do not include a P.O. Box number, unless required by the U.S. Postal Service, or a business license hanging address.

Number of Clark County Nevada Residents employed by this firm. Do not leave blank. If none or zero, put the number 0 in the space provided.

List of Owners/Officers – Include the full name, title and percentage of ownership of each person who has ownership or financial interest in the business entity. If the business is a publicly-traded corporation or non-profit organization, list all Corporate Officers and Directors only.

For All Contracts – (Not required for publicly-traded corporations)

- 1) Indicate if any member, partner, owner or principal involved in the business entity is an employee or appointed official of the Las Vegas-Clark County Library District. If yes, the following paragraph applies.

In accordance with NRS 281A.430.1, a public officer or employee shall not bid on or enter into a contract between a government agency and any private business in which he has a significant financial interest, except as provided for in subsections 2, 3, and 4.

- 2) Indicate if any member, partner, owner or principal involved in the business entity has a second degree of consanguinity or affinity relation to any employee or appointed/elected official of the Las Vegas-Clark County Library District – see (reference form on Page 2 for definition).

If YES, complete the Disclosure of Relationship Form.

A professional service is defined as a personal service which may legally be performed only pursuant to a license, certificate of registration, or other legal authorization (NRS 89.020.10) such as legal services, architectural and engineering services, insurance broker, investment management, auditing, etc.

Signature and Print Name – Requires signature of an authorized representative and the date signed.

Disclosure of Relationship Form – If any member, partner, owner or principal involved in the business entity has a second degree of consanguinity or affinity relation to any employee or appointed/elected official of the Las Vegas-Clark County Library District, this form MUST be completed in its entirety.

INSTRUCTIONS

**ATTACHMENT A - DISCLOSURE OF OWNERSHIP/
PRINCIPALS RFP NO. 22 -10 PROJECTOR UPGRADES**

List Business Entity Type: Corporation						
Sole Proprietorship	Partnership	Limited Liability Company	Corporation	Trust	Non-Profit Organization	Other
List Business Designation Group:						
MBE	WBE	PBE	ESB	SBE	LBE	NBE
Minority Business Enterprise	Women-Owned Business Enterprise	Physically Challenged Business Enterprise	Emerging Small Business*	Small Business Enterprise	Large Business Enterprise	Nevada Business Enterprise
*ESB must be certified by the Governor's Office of Economic Development						
Number of <u>Clark County</u> Nevada Residents Employed:						
Corporate/Business Entity Name:		B&H Foto & Electronics Corp				
(Include d.b.a., if applicable)		B&H Photo Video				
Street Address:		420 9th Avenue				
City, State, and Zip Code:		New York, NY 10001		Contact Name:	Elizabeth Mejia	
Telephone No:		212-239-7500		Title:	Compliance Specialist	
Fax No:		212-239-7509		Email:	Registrations@bhphoto.com	
Nevada Local Street Address: (If different from above)				Website:		
City, State and Zip Code:				Local Contact Name:		
Local Telephone No:				Title:		
Local Fax No:				Email:		

All entities, with the exception of publicly-traded and non-profit organizations, must list the names of individuals holding more than five percent (5%) ownership or financial interest in the business entity appearing before the Board.

Publicly-traded entities and non-profit organizations shall list all Corporate Officers and Directors in lieu of disclosing the names of individuals with ownership or financial interest. The disclosure requirement, as applied to land-use applications, extends to the applicant and the landowner(s).

Entities include all business associations organized under or governed by Title 7 of the Nevada Revised Statutes, including but not limited to private corporations, close corporations, foreign corporations, limited liability companies, partnerships, limited partnerships, and professional corporations.

FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)
Herman Schreiber	Chairman of the board	50%
Sam Goldstein	President	50%

This section is not required for publicly-traded corporations. Are you a publicly-traded corporation?

Yes ☐ No ☒

1. Are any individual members, partners, owners or principals, involved in the business entity, Las Vegas-Clark County Library District?

☐ Yes ☒ No (If yes, please note LVCCLD employees and appointed/elected officials may not perform any work on professional service contracts, or other contracts, which are not subject to competitive bid.)

2. Do any individual members, partners, owners or principals have a spouse, registered domestic partner, child, parent, in-law or brother/sister, half-brother/half-sister, grandchild, grandparent, related to a Las Vegas-Clark County Library District employee or appointed/elected official?

☐ Yes ☒ No (If yes, please complete the Disclosure of Relationship form on Page 2. If no, please print N/A on Page 2.)

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that the Board will not take action on land-use approvals, contract approvals, land sales, leases or exchanges without the completed disclosure form.

Elizabeth Mejia
Signature
Compliance Specialist
Title

Elizabeth Mejia
Print Name
5/13/2022
Date

**ATTACHMENT 11 - DISCLOSURE OF RELATIONSHIPS
RFP NO. 22-09 LIGHTING EQUIPMENT**

Bidder, partner, owner or principal consanguinity or affinity relation to any employee or appointed/elected official of the Las Vegas-Clark County Library District, this form MUST be completed in its entirety.

In regard to this form, Bidder must consider first and second degree as follows: Spouse – Registered Domestic Partner – Children – Parents – Sibling – Half-Sibling – Grandchildren – Grandparents – In-laws (first/second degree)

Not Applicable – Initial Here: EM and complete Contractor's Signature Block.

CONTRACTOR	LIBRARY DISTRICT		
NAME (MEMBER, PARTNER, OWNER, PRINCIPAL)	NAME OF OWNER'S EMPLOYEE OR /OFFICIAL	RELATIONSHIP TO EMPLOYEE OR OFFICIAL	IF DISTRICT EMPLOYEE, WHICH DEPARTMENT

CONTRACTOR SIGNATURE BLOCK

Legal Name of Bidder (Prime Contractor) As It Should Appear on Contract	B&H Foto & Electronics Corp
Name of Bidder's Authorized Representative	Elizabeth Mejia
Title of Bidder's Authorized Representative	Compliance Specialist
Signature of Bidder's Authorized Representative	<i>Elizabeth Mejia</i>
Today's Date	5/13/2022

Below for LVCCLD Use Only:

If any Disclosure of Relationship is noted above, complete the following:

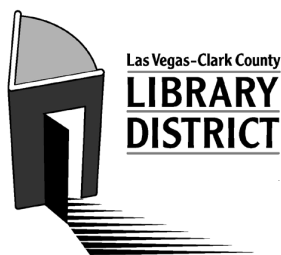
Is any LVCCLD employee noted above involved in the selection process for this contract? **CIRCLE ONE** Yes No

Is any LVCCLD employee noted above involved in performance of the contract? **CIRCLE ONE** Yes No

Notes/Comments: _____

Name: _____ Date: _____

Title: _____



ITEM VIII.B.3.

AGENDA ITEM

JUNE 9, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item# VIII.B.3.:

Discussion and possible Board action regarding contract award for property and casualty insurance and public officials and employment practices liability insurance for the policy year commencing on July 15, 2022.

Background:

The District's property and casualty insurance and public officials and employment practices liability insurance policies renew on July 15th. USI Insurance Services, Broker of Record, conducted a thorough review of the District's current policies and coverages and prepared a proposed insurance package and recommendation for contract award. The Board of Trustees' Risk Management Committee is scheduled to meet with the Broker of Record prior to the Board meeting for presentation of the Broker's proposal and to discuss staff's review and recommendation for contract award. The Risk Management Committee will bring forward a recommendation for contract award to the Board of Trustees at the June 9th meeting.

Recommended Action:

Motion to authorize staff to award a contract for property and casualty insurance and public officials and employment practices liability insurance through USI Insurance Services to _____* at an annual premium, not to exceed \$_____, for the policy year commencing on July 15, 2021, subject to final review by Counsel.

* Insurance companies and amount to be recommended by Risk Management Committee.



Las Vegas-Clark County Library District

Proposal of Insurance

Line(s) of Coverage: *Package, Auto, Umbrella, Management Liability, Cyber Liability, Crime Coverage, Environmental Liability, Kidnap & Ransom and Active Assailants Coverage*

Policy Term: *July 15, 2022 to July 15, 2023*

Presented by:

Brandon Lewis, CPCU, ARM-P
Vice President – Commercial Property & Casualty

Jennifer Fryer, CIC
Account Executive – Service Team Lead

USI Insurance Services LLC
5355 Kietzke Lane, Suite 101
Reno, NV 89511
Direct: (775) 335-2120
Fax: (610) 537-2335

USI Insurance Services LLC
8360 W. Sahara, Suite 110
Las Vegas, NV 89117
Direct (725) 206 6946
Fax: (610) 537-2335

www.usi.com

June 1, 2022

Products and services are offered through USI Insurance Services LLC.

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THE USI  ONE ADVANTAGE®

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Service Team

Sales Executives

Provides management of your overall account and brings all of our resources together for your benefit.

Brandon Lewis, CPCU, ARM-P

Direct: (775) 335-2113
Mobile: (775) 453-4297
brandon.lewis@usi.com

Account Executive

Responsible for completing all technical transactions regarding the delivery and maintenance of insurance and underwriting services. Primary contact for day-to-day service. Handles questions you may have, monitors your account, processes endorsement requests and invoices

Jennifer Fryer, CIC

Direct: (775) 335-2107
jennifer.fryer@usi.com

Risk Control

Conducts site inspections, provides loss control insights, and acts as your advocate in relation to carrier loss control representatives.

Ken Mushet, CSP, MBA/TM, REM

Direct: (602) 234-4127
ken.mushet@usi.com

Certificates of insurance

Please contact your account team for any certificate needs.

Office Telephone Numbers

Main office: (775) 335-2120
Fax: (610) 537-2335

Office hours

8 a.m. to 5 p.m. Pacific Time Zone M-F

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Marketing Summary

Insurer	Line(s) of Coverage	Response	Notes
Travelers Insurance Companies	Property, Inland Marine General Liability, Auto Management Liability Umbrella	Quoted	Quoted renewal, total premium for all lines \$356,296 <i>Flood \$15 mil (except Moapa) Earthquake \$25 mil</i>
Great American	Assault Expense/Threat Response and Kidnap & Ransom	Quoted	
Indian Harbor	Active Assailants Coverage	Quoted	
Philadelphia / Tokyo Marine Specialty	Environmental Tank Coverage	Quoted	
Chubb / Federal Insurance Co.	Crime	Quoted	
Benchmark Insurance Co.	Cyber	Quoting	<i>Will not release quote more than 30 days before expiration</i>
Philadelphia Insurance Company	Property, Inland Marine General Liability, Auto Management Liability Umbrella	Quoted	Quoted - total premium for all lines \$392,720 <i>max limit they can offer on Flood \$5 mil / Earthquake \$5 mil</i>
Liberty Mutual	Property, Inland Marine General Liability, Auto Management Liability Umbrella	Declined to quote	Underwriting guidelines
Hartford	Property, Inland Marine General Liability, Auto Management Liability Umbrella	Declined to quote	Underwriting guidelines
American Specialty	Property, Inland Marine General Liability, Auto Management Liability Umbrella	Declined to quote	Underwriting guidelines. Not a market for insured operations
Safety National	Property, Inland Marine General Liability, Auto Management Liability Umbrella	Declined to quote	Underwriting guidelines, also minimum SIR is \$250k

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only. This is a quotation of coverage only. It is not a binder. This proposal does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.
© 2022 USI Insurance Services LLC. All Rights Reserved.

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Marketing Summary

Insurer	Line(s) of Coverage	Response	Notes
Wright Specialty	General Liability Management Liability Umbrella	Declined to quote	Loss history
Genesis	General Liability Management Liability Umbrella	Declined to quote	Underwriting guidelines, and max limit they can offer for all lines is \$5 mil.
WR Berkley	General Liability Management Liability Umbrella	Declined to quote	Underwriting guidelines, also minimum SIR is \$250k
Allied Public Risk	General Liability Management Liability Umbrella	Declined to quote	Underwriting guidelines, also minimum SIR is \$100k /

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only. This is a quotation of coverage only. It is not a binder. This proposal does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.
© 2022 USI Insurance Services LLC. All Rights Reserved.

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Premium Summary

Coverage	Expiring Premiums 2021-2022	Renewal Premiums 2022-2023
Insurance Carrier	Travelers	Travelers
<i>Property Total Insured Value (TIV)</i>	<i>\$282,094,509</i>	<i>\$296,040,517*</i>
Property	\$161,003.00	\$174,403.00
Inland Marine	\$430.00	\$1,882.00**
Commercial General liability	\$24,168.00	\$26,555.00
Commercial Automobile	\$68,736.00	\$75,742.00
Executive Liability Package (Public Officials & Employment Practices)	\$36,930.00	\$38,201.00
Commercial Umbrella/Excess Liability	\$39,783.00	\$39,783.00
Subtotal	\$331,050.00	\$356,296.00
Insurance Carrier:	Chubb	Chubb
Crime	\$5,908.00	\$6,505.00
Insurance Carrier:	Benchmark	Benchmark
Cyber Liability	\$10,514.00	
Policy Fee & AMWins Broker Fee	\$750.00	
<u>NV Surplus Lines Tax & Filing Fee</u>	<u>\$439.30</u>	\$18,000.00***
Total Cost	\$11,703.30	
Insurance Carrier:	Tokio Marine	Tokio Marine
Tank Environmental Liability (<i>Windmill Library</i>)	\$795.00	\$909.00
<i>UCPM Broker Fee</i>	\$150.00	\$175.00
<u>NV Surplus Lines Tax & Filing Fee</u>	<u>\$36.86</u>	<u>\$42.48</u>
Total Cost	\$981.86	\$1,126.28
Insurance Carrier		
Kidnap & Ransom - <i>Includes Threat Response</i>	\$1,829.00	\$2,374.00
Insurance Carrier		
Active Shooter/Assailant Coverage	\$5,142.00	\$5,500.00
Policy Fee	\$250.00	\$250.00
<u>NV Surplus Lines Tax & Filing Fee</u>	<u>\$210.29</u>	<u>\$224.25</u>
Total Cost	\$5,602.29	\$5,974.25
Insurance Carrier	Atlantic Specialty	Atlantic Specialty
Tenant User Liability & Third-Party Property Damage (facility users pay premiums)	\$0 deposit	\$0 deposit
Total Annual Cost	\$357,053.45	\$390,275.53
	<i>Annual Variance</i>	<i>9.30%</i>

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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Premium Summary

Notable items:

*Travelers Property increased Property at renewal, approximately 5% for inflation

** Inland Marine premium increase due to increase in value of scheduled equipment – from \$31,693 to \$106,700

*** Cyber Liability – indication only – formal quote pending from carrier

Great American quote option - Kidnap & Ransom / Assault Expense:

Limit	\$1,000,000	\$3,000,000	\$5,000,000
Annual Premium	\$2,374	\$2,945	\$3,871
3 Year pre-paid premium	\$6,172	7,657	\$10,064

Exposure Summary

Exposures	2021-2022	2022-2023	Variance
Property – Total Insured Value (TIV)	\$282,094,509	\$296,040,517	+5%
Permanent Art Inventory	\$761,775	\$761,775	Flat
Scheduled Equipment	\$31,693	\$106,700	+237%
# of Vehicles	32	32	Flat
Estimated Revenue	\$76,768,568	\$80,738,099	+5%
Number of Employees	FT = 309 PT = 329 638	FT = 324 PT = 288 612	-4%

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Proposal of Insurance
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Premium Overview - Agency Bill Payment Options

We sincerely appreciate the opportunity to service your insurance needs. We believe good credit relationships are established by making our clients aware in advance of the terms of our payment procedures.

Please note that USI Insurance Services LLC and its subsidiaries and affiliates do not provide customer financing.

In some instances, you will receive invoices covering additions or changes to your coverage, endorsements. These invoices are payable upon receipt. You will receive a monthly statement of your account as a reminder as we realize that it is occasionally possible to miss a payment through oversight. Accounts with payments past due are subject to cancellation for non-payment. This is a serious situation as your insurer may refuse to reinstate coverage even if payment is made later. Accounts are subject, but not limited to, reasonable attorney fees, interest, collection fees and/or court costs incurred in connection with collection of past due balances.

PAYMENTS: Please remember to return the remittance copy of the invoice with your payment in the provided envelope. Otherwise, all payments will be applied to your oldest balance or left as unapplied if we cannot identify the applicable invoice being paid.

CREDITS: Credit invoices may be applied against other invoices due us. Please indicate in your remittance or contact us as to where to apply credit invoices on your account.

These payment procedures will apply for any and all policy renewals or future business written.

If you have any questions concerning our payment procedures or any other matters pertaining to account payments, please contact your insurance representative.

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Proposal of Insurance
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Direct Bill and Premium Finance Notification

If coverage is issued on a direct bill basis, i.e. billed to you directly by your insurance company, or if you select to have your premium financed through a premium finance company, please note the following information.

If your premium payment does not reach the carrier by the due date, they may send out a notice of late payment, or intent to cancel. Copies of these notices may not be received by USI Insurance until after the policy has been cancelled. In the event that you receive such a notice, please contact our office immediately.

Payment Information

Payment address: USI Insurance Services, LLC
P.O. Box 66119
Virginia Beach, VA 23466

Mailing and parcel delivery: USI Insurance Services, LLC
5355 Kietzke Lane, Suite 101
Reno, NV 89511

Wiring Instructions: If you wish to wire your payment, please contact your service team member for wiring instructions.

Premium due: Policy Effective Date or Invoicing Date – whichever is later.
Prompt payment is required. If you would like more information on payment options, please contact your sales executive.

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Subjectivities

The proposed coverage is subject to the following:

Travelers – Package – Property – Liability, Auto & Umbrella:

- Sign bind order attached

Commercial Automobile:

- This quotation is based on our understanding that all insured drivers have satisfactory driving records. As part of our underwriting review, we are obtaining Motor Vehicle Reports on all named drivers.

Chubb –Crime:

- Signed & dated renewal application (copy provided not executed)
- Completed, signed & dated personal accounts questionnaire

Benchmark –Cyber Liability:

- *Renewal quote pending from the carrier / Bind conditions pending*

Great American – Kidnap & Ransom/Assault Expense:

Kidnap & Ransom

- Please sign & date the application..
- cyber coverage, please provide 5 years of loss runs. – *submitted*

Tokio Marine (Philadelphia) Tank Environmental –

- Signed and dated application

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Subjectivities

The proposed coverage is subject to the following:

Indian Harbor – Active Assailant Coverage

Subject to:

1. Warrant no known or reported losses, threats or incidents likely to give rise to a claim in the last 5 years whether Insured or not.

Notable conditions

- This is a Non-Admitted Company.
- Policy fees are fully earned at inception
- No flat cancellation.
- 100% minimum earned premium.
- Defense costs are inside the limit of liability.
- OFAC Endorsement
- Transmission & Distribution lines are excluded

Disclosure of Premium for Certified Act(s) of Terrorism Coverage – **Not included in premium summary**

The premium charged for Certified Act(s) of Terrorism is **\$4,400** and does not include any charges for the portion of loss covered by the U.S. Federal Government as set forth in the federal Terrorism Risk Insurance Program (hereinafter the “Program”) established by TRIA.

Coverage is excluded unless you include and pay the additional premium above.

USI Insurance Services
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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Named Insureds

Note: Any entity not named as an insured may not be covered under this policy. This includes partnerships, joint ventures and newly formed entities of any type.

Named Insureds

- **Las Vegas-Clark County Library District** (First Named Insured)

Additional Named Insureds (Travelers)

- Mesquite QALICB, Inc. (location 160 W. First Street North, Mesquite, NV 89027)
- COCRF Investor 99, LLC (location 2851 E. Bonanza Road, Las Vegas, NV 89101)

Only the Named Insureds shown above are included in this proposal. If any Named Insureds are not shown above and should be included for coverage, please notify us immediately.

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Location Schedule

Loc #	Description	Address	City	State	Zip Code
1	Bunkerville Library	150 West Virgin St	Bunkerville	NV	89007
2	Blue Diamond Library	16A Cottonwood Dr	Blue Diamond	NV	89004
3	Centennial Hill Library	6711 N Buffalo Dr	Las Vegas	NV	89131-4083
4	Clark County Library	1401 E Flamingo	Las Vegas	NV	89119-5256
5	Enterprise Library	25 E Shelbourne Ave	Las Vegas	NV	89123-2139
6	Facilities Library	3148 N Buffalo Dr	Las Vegas	NV	89128-7821
7	Goodsprings Library	365 San Pedro St	Goodsprings	NV	89019-9800
8	Indian Springs Library	715 Gretta Ln	Indian Springs	NV	89018
9	Laughlin Library	2840 Needles Hwy	Laughlin	NV	89029-1230
10	Meadows Library	251 W Boston Ave	Las Vegas	NV	89102-4713
11	Mesquite Learning Center	121 W First North St	Mesquite	NV	89027-4759
12	Moapa Town Library	1340 E Hwy 168	Moapa	NV	89025
13	Moapa Valley Library	350 N Moapa Valley	Overton	NV	89040
14	Mt Charleston Library	75 Ski Chalet	Mt. Charleston	NV	89124-9253
15	Rainbow Library	3150 N Buffalo Dr	Las Vegas	NV	89128-7821
16	Sahara West Library	9600 W Sahara Ave	Las Vegas	NV	89117-5959
17	Sandy Valley Library	650 W Quartz Ave	Sandy Valley	NV	89019
18	Searchlight Library	200 Michael Wendell Way	Searchlight	NV	89046
19	Spring Valley Library	4280 S Jones Blvd	Las Vegas	NV	89103-3325
20	Summerlin Library	1771 Inner Circle Dr	Las Vegas	NV	89119-5256
21	Sunrise Library	5400 Harris Ave	Las Vegas	NV	89110-2543
22	West Charleston Library	6301 W Charleston Blvd	Las Vegas	NV	89146-1124
23	West Las Vegas Library	951 W Lake Mead Blvd	Las Vegas	NV	89106-2337
24	Whitney Library	5175 E Tropicana Ave	Las Vegas	NV	89122-6742
25	Windmill Library & Service Ctr.	7060 W Windmill Ln	Las Vegas	NV	89113-4678
26	Cactus S Library Future Site	S Jones Blvd/W Cactus Ave	Las Vegas	NV	89117
27	Mesquite Library	160 W 1st North St	Mesquite	NV	89027
28	East Las Vegas Library	2851 E Bonanza Rd	Las Vegas	NV	89101

Future site at Mt Mariah & Martin L. King Boulevard, Las Vegas, NV

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Commercial Property

Property insurance covers your interest against direct physical loss or damage by covered perils to named property that you own or are required to insure. **See attached schedule for locations to be covered.**

Insurance Carrier: The Phoenix Insurance Company (Travelers)

Coverage	Limits of Insurance
Blanket Building(s) and Business Personal Property* (includes signs)	\$296,040,517
Location # 14 - Mt Charleston Library 75 Ski Chalet, Mt Charleston, NV 89124-9253	Building: \$840,000 Personal Property: \$163,707
Equipment Breakdown	Included
Personal Property and Undescribed Premises – <u>Art on Loan / On Display / at Exhibition</u>	\$400,000
Personal Property in Transit	\$100,000
Accounts Receivable	\$250,000
Electronic Data Processing Data and Media	Included
Extra Expense	\$25,000
Ordinance or Law Coverage Coverage A – Loss to Undamaged Portion of Building Coverage B – Demolition Costs Coverage C – Increased Cost of Construction	A – Building limit B&C – combined \$2,000,000
Personal Effects	\$100,000
Valuable Papers and Records – Cost of Research At all described premises In transit or at all undescribed premises	\$250,000 \$250,000
Business Income (and Extra Expense) Rental Value & Ordinary Payroll – Included	\$2,000,000
Earthquake (applies to buildings all locations)	\$25,000,000 annual aggregate
Flood (All Locations Except Below)	\$15,000,000 annual aggregate
Flood (Location #14 (Moapa Valley Library))	\$2,200,000

* Travelers increased Business Personal Property limits by 5% for inflation

Flood coverage does not apply to location# 27 - Cactus S Library Future Site

Terrorism coverage is included subject to the program terms and conditions.

VALUATION:

- Replacement Cost
- Actual Loss Sustained for Time Element Coverages

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Commercial Property

Deductibles	2022/2023
General Deductible	\$5,000
Equipment Breakdown	\$5,000
Business Income	24 hours
Earthquake	\$50,000
Flood	\$25,000 all location except; Location #14 (Moapa Valley Library) \$100,000
Electronic Data Processing Equipment	\$1,000
Electronic Data Processing Data and Media	\$1,000

Carrier Coverage and amendments:

DESCRIPTION	FORM NUMBER
DELUXE PROP COV PART SCHED-SPECIF LIMITS	DX 00 03 07 94
TABLE OF CONTENTS - DELUXE PROP COV PART	DX 00 04 11 12
DELUXE PROP COV PART DECLARATIONS	DX T0 00 11 12
DELUXE PROPERTY COVERAGE FORM	DX T1 00 11 12
DELUXE BI (AND EE) COVERAGE FORM	DX T1 01 11 12
CAUSES OF LOSS-EARTHQUAKE	DX T3 01 11 12
CAUSES OF LOSS - BROAD FORM FLOOD	DX T3 02 11 12
CAUSES OF LOSS-EQUIPMENT BREAKDOWN	DX T3 19 11 12
DELUXE ORDINANCE OR LAW COVERAGE	DX T3 39 11 12
LOSS PAYABLE PROVISIONS	DX T3 79 11 12
UTILITY SERVICES-DIRECT DAMAGE	DX T3 85 11 12
ELECTRONIC VANDALISM LIMITATION ENDT	DX T3 98 04 02
FEDERAL TERRORISM RISK INSURANCE ACT DIS	DX T4 02 01 21

Coverage and amendments – applicable to Package policy

NUCLEAR ENERGY LIABILITY EXCLUSION	IL 00 21 09 08
NEVADA CHANGES - DOMESTIC PARTNERSHIP	IL 01 15 01 10
COMMON DEC	IL T0 02 11 89
LOCATION SCHEDULE	IL T0 03 04 96
COMMON POLICY CONDITIONS-DELUXE	IL T3 18 05 11
EXCLUSION OF CERTAIN COMPUTER LOSSES	IL T3 55 05 13
FED TERRORISM RISK INS ACT DISCLOSURE	IL T3 68 01 21
EXCL OF LOSS DUE TO VIRUS OR BACTERIA	IL T3 82 05 13
AMNDT COMMON POLICY COND-PROHIBITED COVG	IL T4 12 03 15
CAP ON LOSSES FROM CERT ACTS OF TERRORIS	IL T4 14 01 21
ADDITIONAL BENEFITS	IL T4 27 06 19
PROTECTION OF PROPERTY	IL T4 40 10 20
NAMED INSURED ENDORSEMENT	IL T8 00 01 00
NEVADA CHANGES - CANCEL AND NONRENEW	IL T9 62 09 07
LIBERALIZATION LTR-IM PROD MODERNIZATION	PN CN 24 02 21
FLOOD POLICYHOLDER NOTICE	PN T0 53 12 13
JURISDICTIONAL INSPECTIONS NOTICE	PN T1 89 06 99
NOTICE INDEPENDENT AGENT AND BROKER COMP	PN T4 54 01 08

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Proposal of Insurance
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Inland Marine

Property insurance covers your interest against direct physical loss or damage by covered perils to named property that you own or are required to insure. **See attached schedule for locations to be covered.**

Insurance Carrier: The Phoenix Insurance Company (Travelers)

Coverage	Limits of Insurance
Scheduled Equipment	\$75,007
<u>Misc. tools</u>	<u>\$31,693</u>
Total	\$106,700
Deductibles	2022/2023
General Deductible (unless a more specific deductible applies)	\$1,000
Earth Movement	\$10,000
Flood	\$10,000

Coverage	Limits of Insurance
Fine Arts	\$761,775
Deductibles	2022/2023
General Deductible (unless a more specific deductible applies)	\$1,000
Earth Movement *	\$10,000
Flood *	\$10,000

General Terms & Conditions	2022/2023
Policy Form	IMPAK® Coverage Form CM T1 43 08 96
Perils covered	Risks of direct physical loss or damage except those causes listed in the exclusions or for which no coverage is shown in the Declarations
Coinsurance requirement	80% - scheduled equipment
Scheduled Equipment Valuation	Actual Cash Value
Scheduled Fine Arts Valuation	Agreed (Scheduled) Amount
Terrorism Risk Insurance Act Coverage:	Included
Extensions or Exclusions:	Per policy terms and conditions

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Inland Marine

Carrier Coverage and amendments:

DESCRIPTION	FORM NUMBER
COMMERCIAL INLAND MARINE CONDITIONS	CM 00 01 09 04
MISC PROPERTY COVERAGE FORM DEC	CM B0 72 02 18
TABLE OF CONTENTS	CM T0 11 08 05
MISCELLANEOUS PROPERTY COVERAGE FORM	CM T2 39 01 16
FEDERAL TERRORISM RISK INSURANCE ACT DIS	CM T3 98 01 21
EARTH MOVEMENT DEDUCTIBLE	CM T7 53 02 18
EARTH MVMNT LIMIT-DESCRIBED PROP OR LOCS	CM T7 56 01 16
FLOOD DEDUCTIBLE	CM T7 62 01 16
FLOOD LIMIT-DESCRIBED PROP OR LOCS	CM T7 66 01 16

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General Liability

Your legal liability to members of the public for claims arising from your premises, operations, products, or completed operations.

Insurance Carrier: The Phoenix Insurance Company (Travelers)

Coverage	Limits of Insurance
General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000
Personal/Advertising Injury - Each Wrongful Act	\$2,000,000
Bodily Injury & Property Damage -Each Occurrence	\$2,000,000
Damage to Rented Premises (any one premises)	\$300,000
Medical Expense (any one person)	\$5,000
Limited Abuse or Molestation Liability	\$2,000,000 – Aggregate Limit \$2,000,000 - Each Offense or Related Offense Limit
Employee Benefits Liability	\$1,000,000 each employee \$1,000,000 aggregate Retroactive Date: 07/15/2009

Deductibles/Retentions	2022/2023
Each Occurrence	None
Employee Benefits Liability (each employee)	\$1,000

General Terms & Conditions	2022/2023
General Liability Policy Form	Occurrence
Employee Benefits Policy Form	Claims Made
Defense Costs	Outside Policy Limits
Law Enforcement Activities or Operations	Excess Coverage only

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General Liability

General Terms & Conditions	2022/2023
Premium subject to audit?	NO
Rating Basis	Rated based on location sq. ft.

General Liability

Who is an Insured:

- Elected or Appointed Officials
- Board Members
- Owners, Managers or Lessors of Premises
- Public Entity
- Employees & Volunteer Workers
- Lessors of Leased Equipment

PUBLIC ENTITIES XTEND ENDORSEMENT - Includes:

- A. Owned Watercraft Less Than 25 Feet
- B. Damage to Premises Rented to You
- C. Who Is an Insured – Public Entities, Elected or Appointed Officials, And Members of Your Boards
- D. Who Is An Insured – Employees And Volunteer Workers
- E. Blanket Additional Insured – Owners, Managers Or Lessors Of Premises
- F. Blanket Additional Insured – Lessors Of Leased Equipment
- G. Blanket Additional Insured – Persons Or Organizations For Your Ongoing Operations As Required By Written Contract Or Agreement
- H. Contractual Liability – Railroads
- I. Knowledge And Notice Of Occurrence Or Offense
- J. Blanket Waiver of Subrogation

Employee Benefits Liability:

Coverage Form includes but not limited to:

This coverage form is designed to provide coverage for damages that the insured is legally obligated to pay because of a negligent act, error or omission committed in the administration of the named insured's employee benefit program, as that term is defined in the coverage form. Administration includes counseling employees, including their dependents and beneficiaries, with respect to the employee benefit program and handling records about the employee benefit program.

Who is an Insured

- Public Entity
- Employees

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General Liability

General Liability Coverage amendments:

DESCRIPTION	FORM NUMBER
EXCLUSION-LEAD	CG D0 76 06 93
EXCLUSION - DISCRIMINATION	CG D1 42 02 19
AMEND-NON CUMULATION OF EACH OCC	CG D2 03 12 97
FUNGI OR BACTERIA EXCLUSION	CG D2 43 01 02
LIMITED ABUSE OR MOLESTATION LIAB COVG	CG D3 83 05 19
AMEND CONTRAC LIAB EXCL-EXC TO NAMED INS	CG D4 21 07 08
EXCL-EMPLOYEES & VOLUNTEER WORK AS INSDS	CG D4 70 02 09
EXCL - LAW ENFORCEMENT ACTIVITIES OR OPS	CG D4 72 02 17
EXCL-MEDICAL PAYMENTS TO CERTAIN PERSONS	CG D4 73 02 09
MOBILE EQUIP REDEFINED - PUBLIC ENTITIES	CG D4 74 04 19
EXCL - HEALTH CARE SERV-PUBLIC ENTITIES	CG D4 75 02 19
EXCL - PUBLIC USE OF PRIVATE PROPERTY	CG D4 76 02 09
AMEND - POLL EXCL - INCL LTD POLL COSTS	CG D4 78 02 19
XTEND END FOR PUBLIC ENTITIES	CG D4 80 02 19
EXCL-VIOLATION OF CONSUMER FIN PROT LAWS	CG D6 18 10 11
SECURITY AND LAW ENFORCEM SVCS LIAB COVG	CG D7 29 06 21
AMENDMENT OF INTELLECTUAL PROPERTY EXCL	CG D9 10 09 21
COMM'L GENERAL LIABILITY DEC	CG T0 01 11 03
DECLARATIONS PREMIUM SCHEDULE	CG T0 07 09 87
KEY TO DECLARATIONS PREMIUM SCHEDULE	CG T0 08 11 03
EMPLOYEE BENEFITS LIAB COV PART DEC	CG T0 09 09 93
TABLE OF CONTENTS - COM GEN LIAB COV	CG T0 34 02 19
EMPLOYEE BENEFITS LIAB TABLE OF CONTENTS	CG T0 43 01 16
COMMERCIAL GENERAL LIABILITY COV FORM	CG T1 00 02 19
EMPLOYEE BENEFITS LIABILITY COV FORM	CG T1 01 01 16

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Commercial Auto

Automobile bodily injury and property damage liability, subject to terms, conditions, and limitations of the policy.

Insurance Carrier: Travelers Indemnity Company

Auto Liability Coverage

Coverage	Covered Autos Symbol	Limits of Insurance
Combined Single Limit	1 – any auto	\$1,000,000
Non-Owned Automobile Liability		Included
Hired Automobile Liability		Included
Uninsured/Underinsured Motorists Liability	2 - Owned Autos	\$1,000,000
Medical Payments	2 - Owned Autos	\$5,000

Physical Damage Coverage

Coverage	Covered Autos	Deductible
Comprehensive Coverage	7 & 8 – Scheduled & Hired	\$1,000
Collision Coverage	7 & 8 – Scheduled & Hired	\$1,000
Hired Automobile Physical Damage	Quoted/ included	Collision \$1,000 Comprehensive \$1,000

General Terms & Conditions	2022/2023
Valuation	Actual cash value or cost to repair, whichever is less, subject to any applicable maximum coverage amounts, minus deductible for each covered auto.
Rental Reimbursement	30 days max / \$30 per day
Endorsements Included:	
Employee Hired Autos	Yes
Additional Insured	Blanket not available Scheduled only
Fellow Employee Coverage	No
Waiver of Subrogation	No

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Commercial Auto (Vehicle Schedule)

#	Year	Make	Model	Type	VIN #	Liability/ UM- UIM/ Med Pay	Physical Damage
1	2001	Chevrolet	Moving Van	Van	J8BF5C13717700975	Yes	Yes
2	2002	Chevrolet	Cargo Van	Van	1GCHG35R221199282	Yes	Yes
3	2004	Chevrolet	Express G3500	Van	1GCHG35U941151009	Yes	Yes
4	2004	Ford	F150	Heritage 4x2	2FTPF17Z64CA72603	Yes	Yes
5	2008	Ford	E350SD	Truck	1FBNE31P28DA58852	Yes	Yes
6	2008	Chevrolet	Cargo Van	Van	1GCHG396481167037	Yes	Yes
7	2008	Chevrolet	Cargo Van	Van	1GCHG396781166058	Yes	Yes
8	2004	Trailer	Trailer	Trailer	5DYAA17245C001070	Yes	Yes
9	2011	Isuzu	NPR		JALC4W151B7001187	Yes	Yes
10	2013	Ford	F-350	4x2 SD Chassis	1FDBF3A64DEA80869	Yes	Yes
11	2013	Ford	F-350	4x2 SD Chassis	1FDBF3A62DEA80868	Yes	Yes
12	2013	Ford	F-350	4x2 SD Chassis	1FDBF3A60DEA80870	Yes	Yes
13	2013	Ford	Escape SE		1FMCU0G95DUD03307	Yes	Yes
14	2013	Ford	Escape SE		1FMCU0G97DUD03308	Yes	Yes
15	2014	Ford	Econoline E350	Truck	1FBNE3BL4EDA50873	Yes	Yes
16	2014	Ford	F150	Truck	1FTNF1CF1EKD62229	Yes	Yes
17	2014	Ford	F350	Super Duty Truck	1FDBF3A62EEB47096	Yes	Yes
18	2014	Ford	F150	4x2 Regular Cab	1FTNF1CF9EKD11237	Yes	Yes
19	2014	Ford	Econoline E250	Van	1FTNE2EL8EDA59092	Yes	Yes
20	2014	Ford	F450	Super Duty	1FDUF4GYXEEB67216	Yes	Yes
21	2015	Ford	Transit Van	1 Ton, Med Roof	1FTSW2CM8FKA64415	Yes	Yes
22	2016	Ford	Explorer	4WD	1FM5K8B88GGC92270	Yes	Yes
23	2016	Ford	Explorer	FWD	1FM5K7B87GGC92268	Yes	Yes
24	2016	Ford	Explorer	FWD	1FM5K7B89GGC92269	Yes	Yes
25	2018	Ford	Transit 250	Van	1FTYR2YG2JKA23422	Yes	Yes
26	2018	Ford	Transit 350 WGN	Van	1FTBW2CM5JKB08332	Yes	Yes
27	2018	Ford	Transit 350 WGN	Van	1FTBW3XV6JKB08333	Yes	Yes
28	2019	Ford	Transit T-250	Van	1FTYR2CM1KKA28545	Yes	Yes
29	2019	Chevrolet	550 XD	Truck	JALEEW168L7301607	Yes	Yes
30	2019	Ford	Cargo Van	Van	1FTYE2YM3KKA28535	Yes	Yes
31	2020	Ford	Explorer	Truck	1FMSK7BH9LGB66829	Yes	Yes
32	2020	Ford	Ford	F250	1FTBR1YG1LKA25438	Yes	Yes
33	2020	Chevy	Chevy 5500XD	Truck	JALEEW160L7302329	Yes	Yes

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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Commercial Auto

Auto Liability

Who is an Insured for Auto Liability?

- Public Entity
- Any permitted user
- Board Members
- Elected or Appointed Officials
- Volunteer Workers (for use of a covered auto)
- Owners of Commandeered Autos

Notable Items:

- Professional Services Not Covered
- Amendment of Employee Definition

Business Auto coverage forms:

DESCRIPTION	FORM NUMBER
MANUSCRIPT ENDORSEMENT	CA T8 04
MANUSCRIPT ENDORSEMENT	IL T8 03
AMENDMENT OF BODILY INJURY DEFINITION	CA T4 43
BA/AD/MC COV PART SUPPL SCH - ITEM TWO	CA T0 30
ADDL INSD COVD AUTO LIAB COVG-DESGN PERS	CA T3 01
PUBLIC ENTITY AUTO EXTENSION ENDORSEMENT	CA T4 46
AMENDMENT OF EMPLOYEE DEFINITION	CA T4 59
BUSINESS AUTO COVERAGE FORM	CA 00 01
PROFESSIONAL SERVICES NOT COVERED	CA 20 18
VOL FIREFIGHTERS/WORKERS INJURIES EXC	CA 20 30
EMPLOYEE HIRED AUTOS	CA 20 54
NEVADA UNINSURED MOTORISTS COVERAGE	CA 21 27
PUBLIC TRANSPORTATION AUTOS	CA 24 02
AUTO MEDICAL PAYMENTS COVERAGE	CA 99 03
RENTAL REIMBURSEMENT COVERAGE	CA 99 23
LOSS PAYABLE CLAUSE	CA 99 44
AMNDT COMMON POLICY COND-PROHIBITED COVG	IL T4 12
NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT	IL 00 21
NEVADA CHANGES-CANCELLATION/NONRENEWAL	IL 02 51

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Management Liability (Public Officials Liability)

Insurance Carrier: Travelers Indemnity Company

Coverage	Limits of Insurance
Public Entity Management Liability (Public Officials)	\$1,000,000 each wrongful act \$1,000,000 aggregate
Deductibles:	\$50,000 Each Wrongful Act Deductible - Damages and Defense Expenses

Terms & Conditions	2022/2023
Retroactive Date	07/15/2009
Claims Made Policy	Yes
Duty to Defend	Yes
Defense Costs	Inside the policy limits

Umbrella policy is excess

Who is An Insured :

- Public Entity
- Employees (including employees of the entity's boards)
- Boards and Board Members
- Legal Representatives
- Elected and Appointed Officials, Executive Officers and Directors
- Volunteer Workers

Other terms and conditions:

- Pay on Behalf of basis (Deductible options only)
- Duty to defend claims or suits even if allegations are groundless, false, or fraudulent.
- Professional health care services and law enforcement activities or operations exclusions apply.
- Taking of private property for public use or benefit (eminent domain), diminution in value and inverse condemnation are excluded

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Management Liability (Public Officials Liability)

Public Entity Management Coverage Forms

Limited Special Expenses Coverage - Key Employees

Limited Special Expenses Aggregate Limit - Key Employees: \$50,000
--

Limited Special Expenses Participation Percentage - Key Employees: 10%
--

Amendment Of Joint Powers Authority Definition
--

Cap On Losses From Certified Acts Of Terrorism
--

Amendment Of Network And Information Security Wrongful Act Definition

Amendment Of Common Policy Conditions - Prohibited Coverage - Unlicensed Insurance And Trade Or Economic Sanctions
--

Amendment Of Law Enforcement Activities Or Operations Definition
--

Coverage is written on a **CLAIMS MADE** policy form. In order to trigger coverage, a claim must first be made against the insured(s) during the policy period or during the Extended Reporting Period, if purchased. Coverage is subject to the terms and conditions of the policy "Retroactive Date". Furthermore, such claims must also be reported by the insured to the insurer as soon as practicable during the policy period or Extended Reporting period (if applicable) in order for coverage to apply. Be aware that late reporting could result in a disclaimer of coverage from the insurer.

This coverage is designed to cover damages any insured is legally required to pay for covered loss that is caused by a wrongful act committed while conducting duties by or on behalf of a public entity or its boards. Wrongful act is defined as any act, error or omission. (Excludes coverage for bodily injury, personal injury, advertising injury, property damage and employment-related loss.)

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Management Liability (Employment Practices Liability)

Insurance Carrier: Travelers Indemnity Company

Coverage	Limits of Insurance
Employment Practices Liability	\$1,000,000 each wrongful act \$1,000,000 aggregate
Deductible	\$50,000 Each Wrongful Act Deductible – Damages and Defense Expenses

Terms & Conditions	2021/2022
Third Party Liability - Employment Practices	Included
Retroactive Date	07/15/2009
Claims Made Policy	Yes
Duty to Defend	Yes
Defense Costs	Inside Policy Limits

Umbrella policy is excess

Who is An Insured:

- Public Entity
- Boards and Board Members
- Volunteer Workers
- Elected and Appointed Officials, Executive Officers and Directors
- Employees (including employees of the entity's boards)
- Legal Representatives

Other terms and conditions:

- Pay on Behalf of basis (Deductible options only)
- Duty to defend claims or suits even if allegations are groundless, false, or fraudulent.
- Duty to defend suits that are governmental administrative hearings seeking injunctive relief, such as EEOC proceedings.
- Injunctive and other non-monetary relief costs are excluded
- Defense expenses are payable within the limits of insurance. Damages include attorney's fees or the person making or bringing the claim or suit if the insured is legally required to pay them under the law which was violated.

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Management Liability (Employment Practices Liability)

Public Entity Employment Practice Liability Coverage Forms

Amendment Of Joint Powers Authority Definition
Cap On Losses From Certified Acts Of Terrorism
Exclusion - Other Employment Laws
Amendment Of Common Policy Conditions - Prohibited Coverage - Unlicensed Insurance And Trade Or Economic Sanctions

Coverage is written on a **CLAIMS MADE** policy form. In order to trigger coverage, a claim must first be made against the insured(s) during the policy period or during the Extended Reporting Period, if purchased. Coverage is subject to the terms and conditions of the policy "Retroactive Date". Furthermore, such claims must also be reported by the insured to the insurer as soon as practicable during the policy period or Extended Reporting period (if applicable) in order for coverage to apply. Be aware that late reporting could result in a disclaimer of coverage from the insurer.

This coverage is designed to cover damages any insured is legally required to pay for covered loss that is caused by a wrongful act committed while conducting duties by or on behalf of a public entity or its boards. Wrongful act is defined as any act, error or omission. (Excludes coverage for bodily injury, personal injury, advertising injury, property damage and employment-related loss.)

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Commercial Umbrella/Excess Liability

Excess coverage for your legal liability to members of the public for claims arising from your premises, operations, products, or completed operations.

Insurance Carrier: Travelers Indemnity Company

Coverage	Limits of Insurance
General Aggregate	\$20,000,000
Products/Completed Operations Aggregate	\$20,000,000
Personal/Advertising Injury - Each Wrongful Act	\$20,000,000
Each Occurrence	\$20,000,000
Crisis Management Services Expense Limit	\$50,000
<i>Self-Insured Retention (if applicable)</i>	<i>\$10,000</i>

Note: Retained Limit Any One Occurrence or Offense applies only to losses covered by the Umbrella/ Excess but not covered under the primary.

General Terms & Conditions	2022/2023
Coverage Form	Umbrella / Excess Liability
Subject to audit?	NO
Who is an Insured	Follows primary policies

Coverage:

This coverage is designed to provide excess limits above primary coverage for bodily injury, property damage, personal and advertising injury that results from a catastrophic event. "Drop down" coverage responds to a reduction in the available primary insurance limit as a result of an impaired each event limit and replaces the primary insurance should the underlying total limit be exhausted. Coverage is on a **broader than primary** basis.

Underlying Insurance	2022/2023
General Liability	Each Occurrence: \$2,000,000 Personal/Advertising Injury: \$2,000,000 General Aggregate: \$2,000,000 Products/Completed Ops Aggregate: \$2,000,000
Commercial Auto Liability	Combined Single Limit: \$1,000,000
Employee Benefits Liability	Each Wrongful Act: \$1,000,000 Aggregate Limit: \$1,000,000
Public Entity Management Liability	Each Wrongful Act: \$1,000,000 Aggregate \$1,000,000
Employment Practices Liability	Each Wrongful Act: \$1,000,000 Aggregate: \$1,000,000
Employers Liability	\$1,000,000

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Commercial Umbrella/Excess Liability

Carrier Terms & Conditions:

POLICY DECLARATIONS - EXCESS FOLLOW-FORM AND UMBRELLA LIABILITY EU 00 02

SCHEDULE OF UNDERLYING INSURANCE EU 00 03

SCHEDULE OF UNDERLYING INSURANCE - CONTINUED EU 00 04

POLICY JACKET EXCESS FOLLOW-FORM AND UMBRELLA LIABILITY

INSURANCE EU 00 06

CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM AND EXCLUSION OF

OTHER ACTS OF TERRORISM COMMITTED OUTSIDE THE UNITED STATES EU 00 07

ABUSE OR MOLESTATION EXCLUSION – COVERAGES A AND B EU 01 02

COVERAGE FOR FINANCIAL INTEREST IN FOREIGN INSURED ORGANIZATIONS EU 01 44

FUNGI OR BACTERIA EXCLUSION – COVERAGES A AND B EU 01 89

NUCLEAR ENERGY LIABILITY EXCLUSION (BROAD FORM) – COVERAGES A AND

B

EU 02 09

AMENDMENT OF COVERAGE – DEFINITIONS EU 02 34

PUBLIC USE OF PRIVATE PROPERTY EXCLUSION – COVERAGES A AND B EU 02 50

WATERCRAFT LIABILITY EXCLUSION – COVERAGE B EU 02 90

AMENDMENT OF UNDERLYING INSURANCE DEFINITION EU 03 15

AMENDMENT OF WHO IS AN INSURED – EMPLOYEES AND VOLUNTEER

WORKERS – COVERAGE B

EU 03 17 LAS VEGAS CLARK COUNTY LIBRARY

Consult Policy for Actual Terms and Conditions

Page 34 Date of Proposal:

Print Date: 08/09/21

DISCRIMINATION EXCLUSION – COVERAGE B EU 03 31

LAW ENFORCEMENT ACTIVITIES OR OPERATIONS EXCLUSION – COVERAGE B EU 03 43

LEAD EXCLUSION – COVERAGE B EU 03 44

NON CUMULATION OF OCCURRENCE LIMIT EU 03 46

PROFESSIONAL HEALTH CARE SERVICES EXCLUSION WITH LIMITED

EXCEPTION FOR DESIGNATED PROFESSIONALS – COVERAGES A AND B

EU 03 55

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Crime

Insurance Carrier: Chubb (Federal Insurance Company)

Coverage	Limit	Deductible
Employee Theft and Plan Officials	\$1,000,000	\$10,000
Public Officials Faithful Performance of Duty	\$1,000,000	\$10,000
ERISA – Fraud or Dishonesty	\$1,000,000	None
Client Theft	\$1,000,00	\$10,000
On Premises	\$1,000,000	\$10,000
Outside Premises/ In Transit	\$1,000,000	\$10,000
Forgery	\$1,000,000	\$10,000
Money Orders and Counterfeit Money	\$1,000,000	\$10,000
Computer Systems Fraud	\$1,000,000	\$10,000
Fraudulently Induced Transfers aka Social Engineering	\$50,000	\$10,000
Funds Transfer Fraud	\$1,000,000	\$10,000
Corporate Credit Card Fraud	\$50,000	\$10,000
Telephone Toll Fraud	\$100,000	\$5,000
Blanket Personal Accounts Coverage	\$1,000,000	\$500,000
Claim Expense	\$100,000	\$0

Reporting period as soon as practicable for coverage to apply. Please be aware that late reporting could result in a disclaimer of coverage from the insurer.

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Crime

Carrier Terms & Conditions:

AMEND DEFINITION OF DISCOVERY AND TERMINATION ENDORSEMENT	PF-52818 (04/20)
Title(s) of Insured: CFO, In-House General Counsel, Risk Manager, Director of Human Resources (or any equivalent position)	
LOSS REPORTING THRESHOLD ENDORSEMENT	PF-52819 (04/20)
Loss Amount Threshold: \$25,000	
TAX COMPENSATION COVERAGE ENDORSEMENT	PF-52832 (04/20)
BLANKET PERSONAL ACCOUNTS COVERAGE ENDORSEMENT	PF-52835 (04/20)
TELEPHONE TOLL FRAUD ENDORSEMENT	PF-52845 (04/20)
ADD CORPORATE CREDIT CARD COVERAGE	PF-52851 (04/20)
AMEND DEFINITION OF SUBSIDIARY ENDORSEMENT(INCLUDE MINORITY HELD JOINT VENTURES FOR PRO RATA EQUITY INTEREST)	PF-52852 (04/20)
GOVERNMENTAL ENTITY ENDORSEMENT	PF-52853 (04/20)
The Chubb Primary Commercial Crime Insurance	PF-52815 (04/20)
Terrorism Policyholder Disclosure Notice	10-02-1281 (03/15)
Notice of Loss Control Services	14-02-23030 (05/18)
Notice to Policyholders	99-10-0460B (08/19)
Chubb Producer Compensation Practices and Policies	ALL-20887a (09/19)
Trade or Economic Sanctions Notice	ALL-21101 (09/19)
NOTICE TO POLICYHOLDERS - SOCIAL ENGINEERING FRAUD INFORMATION	ALL-317454 (03/21)
U.S. Treasury Departments Office of Foreign Assets Control - OFAC - Advisory Notice to Policyholders	PF-17914a (04/16)
Notice to Policyholders - Questions About Your Insurance	PF-17993a (04/20)

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Cyber Liability

Insurance Company: Benchmark c/o Cowbell

Renewal quote formal quote pending from carrier. Due to the overwhelming volume of submissions, all carrier's getting this year, the incumbent carrier is not releasing quotes more than 30 days in advance of effective date.

Coverage	Limits of Insurance	Retention
Policy Aggregate Limit	\$1,000,000	
<u>Liability</u>		
Privacy & Security	\$1,000,000	\$25,000
Payment Card Cost	\$1,000,000	\$25,000
Media Liability	Included policy limit	\$25,000
Regulatory Proceedings	\$1,000,000	\$25,000
<u>Breach Response:</u>		
Security Breach/Notification	\$1,000,000	\$25,000
Betterment	Extra expense	25%
Cyber Extortion	\$1,000,000	\$25,000
Data Restoration	\$1,000,000	\$25,000
Public Relations & Computer & Legal	\$1,000,000	\$25,000
<u>Business Loss</u>		
Business Interruption	\$1,000,000	12 hours
Dependent Business Interruption	\$1,000,000	12 hours
Dependent Business Interruption System Failure	\$1,000,000	12 hours
Dependent Business Interruption – Outsource Provider	Not offered	-
Reputation Harm	\$500,000	\$25,000 / 12 hrs.
System Failure	\$1,000,000	\$25,000 / 12 hrs.
Bricking Costs	\$500,000	\$25,000
General Terms & Conditions	2022/2023	
Coverage Form		
Coverage Trigger	Claims Made Coverage	
Defense Costs	Inside Policy Limits	
Claim Defense:	Duty-to-Defend	
Knowledge, Pending & Prior & Retroactive Exclusion Date	7/15/2019	
Endorsements & Exclusions	Per policy terms and conditions	

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Environmental Liability

Insurance Carrier: Tokio Marine Specialty / Philadelphia - Non-Admitted

Coverage	Limits of Insurance
Coverage and Limits of Insurance	
A. Corrective Action: Storage Tank	\$1,000,000
Aggregate Limit	\$2,000,000
B. Bodily Injury & Property Damage	\$1,000,000 per Contamination Incident
C. Defense Expense	\$1,000,000 per Confirmed Release or Contamination Incident
D. Image Restoration	\$25,000 per Confirmed Release or Contamination Incident
Deductibles:	
Corrective Action Deductible	\$5,000
Bodily Injury /Property Damage Deductible	\$5,000
Defense Expense Deductible	\$5,000
Image Restoration Coverage Deductible	\$5,000
Retro Active Date	See below

Location	Tank ID #	Capacity (gal.)	Contents	Tank Type (UST or AST)	Retroactive Date
7060 W Windmill Ln Las Vegas NV 89113	1	5,000	Unleaded	UST	05/03/2011
7060 W Windmill Ln Las Vegas NV 89113	2	5,000	Diesel	UST	05/03/2011

Policy Highlights:

- Claims-Made Coverage
- Includes Loading & Unloading Coverage
- Natural Resources Damage Coverage
- Terrorism Coverage included

Policy Forms & Endorsements:

PIC-STEP-001	Storage Tank Environmental Policy Declarations
PIC-STEP-002	Storage Tank Coverage
PIC-STEP-003	Additional Insured (if applicable)
PIC-STEP-004	Additional Named Insured Schedule (if applicable)
PIC-STEP-005	Storage Tank Schedule
PIC-STEP-010	Cap on Certified Acts of Terrorism
PIC TMNOTICE	Privacy Notice for Commercial Lines
SOS	State-specific Service of Suit (if applicable)

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Kidnap & Ransom (Includes Assault Expense and Threat Response)

Insurance Carrier: Great American

Coverage	Limits of Insurance
Coverage	
Ransom	\$1,000,000 each insured event
Ransom in Transit	\$1,000,000 each insured event
Security Consultant Fees and Expenses	\$1,000,000 each insured event
Additional Expenses	\$1,000,000 each insured event
Child Abduction – Security Consultant Fees and Expenses (Shared limit for Security Consultant fees and expenses and additional expenses)	\$1,000,000 each insured event
Disappearance - Security Consultant Fees and Expenses (Shared limit for Security Consultant fees and expenses and additional expenses)	\$1,000,000 per insured event
Legal Liability – resulting from Kidnap/Extortion/Detention/Hijack/Hostage Crisis	\$1,000,000 each insured event
Personal Accident Losses	\$250,000 per insured person \$1,250,000 each insured event aggregate
Alternate Loss of Earnings Endorsement	\$1,000,000 each insured event 120-day indemnity period 6 hour waiting period
Threat Response Expense Endorsement	\$100,000 per insured event 90-day indemnity period
Assault Expense Coverage (insured losses and relevant expenses)	\$500,000 per insured event
Personal Accident Losses	\$100,000 per insured person \$500,000 each insured event aggregate
Who is an insured	All Directors, Officers, Employees, Leased or Temporary Employees, Volunteers, Students, Interns, Independent Contractors while performing services on behalf of the Insured and persons specifically retained to negotiate or deliver ransom
Insured's Retention	\$0

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Kidnap & Ransom (Includes Assault Expense and Threat Response)

Carrier Terms and Conditions:

SEQ	FORM #	DESCRIPTION
1	790FIC	Great American Insurance Fidelity & Crime Policy Cover
2	SDM683	Important Notice Fidelity Crime Division Claims
3	SDM823	Emergency Contact Details
4	CR7935	Great American Kidnap, Ransom & Extortion Policy Declarations Page
5	CR7813	Great American Kidnap, Ransom & Extortion Policy
6	IL0952	Cap On Losses From Certified Acts Of Terrorism
7	CR8801	Forms And Endorsement Schedule
8	CR8802	General Endorsement - Cyber Extortion Exclusion Endorsement
9	CR7865	Threat Response Expense Endorsement
10	CR7876	Alternative Loss Of Earnings Endorsement
11	CR7879	Travel Security Evacuation Endorsement
12	CR7943	Broad Named Insured
13	CR7957	Assault Expense Endorsement
14	IL7125	Named Insured Endorsement
15	IL7347	Disclosure Pursuant To Terrorism Risk Insurance Act
16	IL7268	In Witness Clause

Additional Coverage Information:

Threat Response Expense provides coverage for the services of Control Risks to assess a threat and could pay for the cost of temporary security protection.

Assault Expense provides coverage for Additional Fees & Expenses, Personal Accident and Control Risks Fees to indemnify the Insured from a physical attack by a person armed with a weapon.

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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Active Assailant(s) Coverage

Carrier: Indian Harbor Insurance Company (Non-Admitted)

Perils

The Insurers will indemnify the Insured up to the Overall Limit of Liability for the following losses occurring during the Policy Period:

Property Damage, Business Interruption & Additional Special Coverage (see below)

Coverage includes Clean-up costs/expenses due to an insured event, up to the policy limit.

Coverage also includes loss resulting from an Active Assailant Event within 350 feet of an insured premises.

Policy does not cover demolition of building(s).

	Limits of Coverage
Policy Limit	\$1,000,000 per occurrence and in the aggregate <i>Excess of deductible</i>
Deductible	\$25,000 per occurrence
Waiting Period	Ingress/Egress 12 hour waiting period

Additional Special Coverage/Sub-limits

The following extra costs and expenses (provided they are reasonable and necessary), solely and directly caused by an Active Assailant Event or Ingress/Egress occurring within three hundred and fifty (350) feet of the Premises during the Policy Period, incurred by the Insured:

Additional Special Coverage/Sub-limits	
Ingress/Egress	25% of the Overall Limit of Liability subject to a maximum limit of \$1,000,000 in the aggregate for the Policy Period
Public Relations Consultancy Costs	\$100,000 per occurrence and in the policy aggregate
Counselling Costs	\$10,000 per person
Medical expenses	\$10,000 per person
Employee Retraining Costs	\$10,000 per person
Security Costs	\$25,000 per occurrence and in the policy aggregate

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Active Assailant(s) Coverage

Carrier terms and conditions:

Premium Conditions and Clarifications

1. The premium shown is on an annual basis.
2. The premium is based on total insured values of \$283,336,435.
3. Premium is payable in full within 30 days of inception.
4. The surplus lines tax and any applicable stamping fee and state surcharge(s) are payable in addition to the premium. It is the surplus lines broker's responsibility to collect and remit these fees, in addition to handling the surplus lines filing.
5. Minimum Earned premium of 100%.
6. Any Newly Acquired Locations / Miscellaneous Unnamed Locations in Referral Areas require prior agreement from the Company prior to inception of coverage. Referral Areas: Afghanistan, Algeria, Burundi, Cabinda, Central African Republic, Colombia, Congo, Cuba, Democratic Republic of Congo, Ecuador, Egypt, Eritrea, Ethiopia, Georgia, Iraq, Ivory Coast, Jammu and Kashmir, Liberia, Libya, Mali, Mauritania, Myanmar, Nagorno-Karabakh, Nigeria, North Caucasian Federal District, Ukraine, Pakistan, Palestine, Russia, Somalia, South Sudan, Syria, The Republic of Sudan, Yemen, Boston 02108, 02109, 02110, 02111, 02116, Calgary T2, Chicago 60601 through to 60611, London Zone A (E1, E14, EC1, EC2, EC3, EC4, SE1, SW1, W1, WC1 and WC2), New York City 10001 through to 10029, 10036, 10038, 10047, 10048 and zip codes beginning 101 and 102, San Francisco 94102, 94103, 94104, 94105, 94107, 94108, 94109, 94110 and 94111, Singapore 01 through to 06, Toronto M5.
7. Policy Wording per attached Property/Terrorism Policy Form – final wording to be reviewed and agreed and Company's Active Assailant(s) Form Wording.
8. Locations with no values declared in the submitted schedule of values are not covered under this policy.
9. Premiums within this quote are based on Terrorism cover either purchased via TRIPRA or Stand-Alone, pricing subject to change, if there is no Terrorism coverage in place

Disclosure of Premium for Certified Act(s) of Terrorism Coverage

The premium charged for Certified Act(s) of Terrorism is \$4,989 (plus surplus lines taxes and fees) and does not include any charges for the portion of loss covered by the U.S. Federal Government as set forth in the federal Terrorism Risk Insurance Program (hereinafter the "Program") established by TRIA.

General Conditions

1. This quotation is based upon the information received from the Producer. The Company reserves the right to amend this quotation if there is any material change to the information provided by the Producer.
2. It should not be construed that this quotation meets or exceeds all terms and conditions requested in the submission. Please review carefully prior to binding.
3. This document is a quotation; it is not a binder of coverage. Insurance coverage is not effective until the Insured or Producer receives written confirmation from the Company

Active Assailant(s) Coverage

Key Terms and Conditions:

Territory

The fifty (50) states of the United States of America, the District of Columbia, the United States Virgin Islands, Canada, and Puerto Rico.

Total Insurable Value (Rating Basis): \$283,336,435

Per schedule of locations on file with this Company submitted 04/2022

Active Assailant means a person or group of persons actively engaged in killing or attempting to kill or cause serious bodily injury to a person or group of persons.

Active Assailant Event means:

(a) a premeditated malicious physical attack by an Active Assailant who is physically present and armed with a Hand-Held Weapon; and

(b) any action of the Relevant Authority taken in suppressing, controlling or minimizing the immediate consequences of such an attack; which causes Damage and/or bodily injury or death, and which affects three (3) or more persons (other than the Active Assailant) physically present during the attack.

Hand-Held Weapon means any hand-held instrument or hand-held explosive device or explosive device worn on the body that is used by the Active Assailant to cause direct physical loss or physical damage and/or bodily injury or death. Hand-Held Weapon includes any Road Vehicle that is used by the Active Assailant to cause, and is occupied by the Active Assailant at the time of, Damage and/or bodily injury or death.

Ingress/Egress means a determination by the Relevant Authority that, in consequence of an Active Assailant Event occurring within one thousand five hundred (1,500) feet of the Premises during the Policy Period, the Insured's operations conducted at the Premises must be temporarily or permanently ceased in whole or in part.

Who is Insured:

(a) a person under a contract of employment or contract of service or apprenticeship with the **Insured**;

(b) a person deemed to be an employee under any workers' compensation, unemployment compensation, social security, disability or similar laws; or

(c) any volunteer or person undertaking work experience with the **Insured**; working for and under the control of the **Insured** in connection with the **Business**.

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Tenant/User Liability

Provides general liability coverage for temporary tenants/users of District facilities for meetings, events and other short-term uses. Automatically includes the District as an insured for coverage. Premiums are paid by the tenant/users of District facilities.

Insurance Carrier: Atlantic Specialty Insurance Company

Named Insured: Las Vegas Clark County Library District, Tenant/ User Of

Coverage	Limits of Insurance
Each Occurrence – Bodily Injury	\$1,000,000
Property Damage – See Property Quote	
Personal and Advertising Injury	\$1,000,000
General Aggregate	None
Products/Completed Operations Aggregate	\$1,000,000
Fire Damage to Rented Premises	\$50,000
Medical Expenses	Excluded

Liquor Liability	Limits of Insurance
Liquor Liability – Each Common Cause	\$1,000,000
Liquor Liability – Aggregate	\$1,000,000

Retentions	Deductible
Bodily Injury and/or Property Damage	N/A
Liquor Liability	N/A

The intent of this program is to provide low-cost general liability insurance to “third party” users of (users of public venues or facilities) venues and facilities. It is designed to protect both the user and the (Entity) against claims by other third parties who may be injured as a result of attending the event.

Events may range from very low risk activities, such as seminars, receptions or weddings, to higher risk events including camps, sports events and concerts. The premium is based upon the risk associated with the event or activity, the number of days needed, the number of attendees and if there are any special requirements, including alcohol liability, food service, etc.

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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Tenant/User Property Damage

Provides property damage coverage for temporary tenants/users of District facilities for meetings, events and other short-term uses. Automatically includes the District as an insured for coverage. Premiums are paid by the tenant/users of District facilities.

Third Party Property Damage	Limits of Insurance
Tenant/User Third Party Property Damage	\$1,000,000 Aggregate Loss limit per Event/ Occurrence
Retentions	Deductible
Tenant/User Property Damage	\$1,000 per claim

Third Party Property Damage Terms and Conditions (including but not limited to):

- Personal Property Floater Declarations -
- Disclosure Pursuant To Terrorism Risk Insurance Act
- Third Party Property Damage Coverage Form
- Earth Movement/Volcanic Eruption/Flood Exclusion
- Personal Property Floater Policy
- Limited Exclusion of Acts of Terrorism (Other than Certified Acts of Terrorism); Cap on Losses from Certified Acts of Terrorism
- Exclusion of Certain Computer Related Losses
- Nevada Changes - Cancellation and Nonrenewal
- Nevada Changes - Concealment, Misrepresentation or Fraud

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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Attachments

1. Coverage to consider
2. Client authorization to bind coverage
3. Evaluating financial strength and capacity of insurance markets
4. Insurance company financial information
5. USI Disclosures
6. When to notify USI Insurance Services
7. Terrorism Risk and Insurance Act 2015 (TRIA) coverage options
8. Selection or Rejection of Terrorism Insurance Coverage
9. Flood insurance selection/rejection form
10. Windstorm/hail acknowledgement form
11. Notice of surplus lines placement
12. General Provisions
13. Who We Are
14. The USI ONE Advantage
15. Property and Casualty Resources
16. "Claims Made" Coverage

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Coverage to Consider

In evaluating your exposures to loss, we have been dependent upon information provided by you. If there are other areas that need to be evaluated prior to binding of coverage, please bring these areas to our attention.

Specifically, we ask that you review the following items:

Higher limits:	In today's litigious society, many businesses have found it necessary to increase the limits of liability to ensure they are adequate to protect their assets in the event of a loss. Higher limits of liability may be available. Please carefully review the limits to ensure your level of comfort with the limits.
Cyber liability/ network security:	Media & Content liability: Damages and defense costs arising from claims of libel, copyright or trademark infringement, or defamation; damages to a website by a hacker or disgruntled employee
Excess/umbrella liability:	This coverage provides additional protection when your business or organization exceeds insurance limits on an underlying policy.
Pollution legal liability:	This coverage helps mitigate the environmental risks that come with owning or operating a real estate facility or site. We can design a policy to provide coverage for pre-existing unknown conditions, new conditions, on-site and off-site third-party coverage for cleanup costs, bodily injury, and property damage.

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Client Authorization to Bind Coverage

TO: USI Insurance Services
5355 Kietzke Lane, Suite 101, Reno, NV, 89511

RE: Insurance Proposal

The intent of this proposal is to provide a highlight of the coverage offered in our insurance program, and is not meant to be all-inclusive. Please read your actual policy(ies) for complete details including terms, conditions, limitations, and exclusions.

Exposure information, including but not limited to property values, auto schedules, payroll, and revenues, used in the proposal were those presented by you and should be carefully reviewed and/or appraised for adequacy.

I have read and understand the terms and conditions of this proposal and the compensation USI Insurance Services may receive in connection with USI Insurance's services described in this proposal. All questions and concerns I had regarding any of the terms outlined above have been discussed and addressed with USI Insurance Services.

Please mark selected options:

After careful review of your proposal dated **June 1, 2022** we have decided to accept the following proposal options:

- ☐ Travelers: Package, Auto, General & Management Liability & Umbrella: \$20,000,000
Annual Premium: \$356,296.00

Crime

- ☐ Crime – Chubb / Federal Insurance Co. Annual Premium \$6,505.00

Cyber Liability:

- ☐ Benchmark c/o Cowbell Annual Premium: pending

Pollution / Tank Environmental Liability (Tokio Marine)

- ☐ \$5,000 deductible: Annual Premium, Taxes & Fees: \$1,126.28

Kidnap, Ransom & Extortion (Including Assault Response) (Great American)

- | | |
|---|--|
| <input type="checkbox"/> \$1,000,000 limit, annual term: \$2,374.00 | <input type="checkbox"/> \$1,000,000 limit, three-year term: \$6,172.00 |
| <input type="checkbox"/> \$3,000,000 limit, annual term: \$2,945.00 | <input type="checkbox"/> \$3,000,000 limit, three-year term: \$7,657.00 |
| <input type="checkbox"/> \$5,000,000 limit, annual term: \$3,871.00 | <input type="checkbox"/> \$5,000,000 limit, three-year term: \$10,064.00 |
- ☐ Indian Harbor, Active Assailant Coverage: Annual Premium, Taxes & Fees: \$5,974.25
- ☐ Atlantic Specialty: Tenant/User Liability & Property Damage: \$0.00 (premiums paid by users)

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Proposal of Insurance
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Client Authorization to Bind Coverage

Policy delivery (please select your preferred options)

☐ Electronically via email ☐ Paper copy in 3-ring binder ☐ Via CD or file sharing service

Please have binders and your invoice prepared for the agreed-upon coverage.

Customer Signature	Name	Date
Las Vegas-Clark County Library District		
Company	Title	

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June 1, 2022

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Proposal of Insurance
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Evaluating Financial Strength and Capacity of Insurance Markets

USI Insurance Services' objective is to place Clients risks with insurers that are financially sound. In assessing the financial strength of insurers, USI Insurance Services relies upon statutory financial statements as well as the opinions and assessments of recognized rating agencies and other carrier review companies. USI Insurance Services authorizes insurers that it believes, at the time of placement, have the financial ability to fulfill their claim payment obligations to our clients. USI Insurance Services is not a guarantor of the solvency of insurers with which its brokers place business. However, our goal is to use reasonable measures to do business with financially healthy insurers. Our recommendations are based on financial and other relevant information that is available at the time of placement.

USI Insurance Services has appointed a group of experienced insurance professionals to serve on a Market Security Committee. This Committee is responsible for establishing and utilizing guidelines for the selection of insurers and supporting employees in their efforts to utilize financially sound insurers. In assessing the financial strength of insurers, the Committee relies upon the opinions and assessments of recognized rating agencies and other carrier review companies.

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Insurance Company Financial Information

Objective assessments help insurance buyers make informed decisions

As your insurance broker, one of our objectives is to provide you with information and assessments published by rating agencies on the financial stability of the insurers currently underwriting your coverage's, or of those insurers we recommend you consider.

The A.M. Best rating for the insurance companies represented in this proposal are as follows:

Insurance Carrier	A.M. Best Rating
The Travelers Indemnity Company	A++ XV (Superior)
Travelers Casualty and Surety Co of America	A++ XV (Superior)
The Phoenix Insurance Company	A++ XV (Superior)
Great American Insurance Company	A+ XV (Superior)
Indian Harbor Insurance Co.	A+ XV (Superior)
Chubb / Federal Insurance Company	A++ XV (Superior)
Benchmark Insurance Company	A VII (Excellent)
Atlantic Specialty Insurance Company (One Beacon)	A+ XV (Superior)
Tokio Marine Specialty	A++ XV (Superior)

Financial strength ratings

A.M. Best rating	S&P rating	Rating agency assessment
A++, A+	AAA	Superior
A, A-	AAA, AA, AA-	Excellent
B++, B+	A+, A, A-	Good
B, B-	BBB+, BBB, BBB-	Fair, vulnerable to adverse conditions
C++, C+	BB+, BB, BB-	Marginal, financial security may be adequate
C, C-	B+, B, B-	Weak, vulnerable
D, E, F	CCC, CC, C	Poor, extremely vulnerable or failed

Financial size ratings

A.M. Best also assigns categories to insurance companies to indicate levels of statutory surplus and related funds.

A.M. Best financial size category	Adjusted policyholder surplus (in millions)	A.M. Best financial size category	Adjusted policyholder surplus (in millions)
I	Less than \$1	IX	\$250 - \$500
II	\$1 - \$2	X	\$500 - \$750
III	\$2 - \$5	XI	\$750 - \$1,000
IV	\$5 - \$10	XII	\$1,000 - \$1,250
V	\$10 - \$25	XIII	\$1,250 - \$1,500
VI	\$25 - \$50	XIV	\$1,500 - \$2,000
VII	\$50 - \$100	XV	Above \$2,000
VIII	\$100 - \$250		

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Proposal of Insurance
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USI Disclosures

Surplus Lines DISCLOSURE: Insurance is issued pursuant to the Surplus Lines Laws. Persons insured by Surplus Lines Carriers do not have the protection of the Insurance Guaranty Act to the extent of any right of recovery for the obligation of an insolvent unlicensed insurer. Surplus Lines policies that are subject to audit provide for additional premium charges, but may not allow for return premium.

Information Concerning Our Fees: As a licensed insurance producer, USI is authorized to confer with or advise our clients and prospective clients concerning substantive benefits, terms or conditions of insurance contracts, to sell insurance and to obtain insurance coverages for our clients. Our compensation for placement of insurance coverage, unless otherwise specifically negotiated and agreed to with our client, is customarily based on commission calculated as a percentage of the premium collected by the insurer and is paid to us by the insurer. We may also receive from insurers and insurance intermediaries (which may include USI affiliated companies) additional compensation (monetary and non-monetary) based in whole or in part on the insurance contract we sell, which is contingent on volume of business and/or profitability of insurance contracts we supply to them and/or other factors pursuant to agreements we may have with them relating to all or part of the business we place with those insurers or through those intermediaries. Some of these agreements with insurers and/or intermediaries include financial incentives for USI to grow its business or otherwise strengthen the distribution relationship with the insurer or intermediary. Such agreements may be in effect with one or more of the insurers with whom your insurance is placed, or with the insurance intermediary we use to place your insurance. You may obtain information about the nature and source of such compensation expected to be received by us, and, if applicable, compensation expected to be received on any alternative quotes pertinent to your placement upon your request.

Information Concerning Our Fees: As a licensed insurance producer, USI is authorized to confer with or advise our clients and prospective clients concerning substantive benefits, terms or conditions of insurance contracts, to sell insurance and to obtain insurance coverages for our clients. You have agreed to pay compensation to USI, for the placement of insurance, pursuant to a written agreement. We may also receive from insurers and insurance intermediaries (which may include USI affiliated companies) additional compensation (monetary and non-monetary) based in whole or in part on the insurance contract we sell, which is contingent on volume of business and/or profitability of insurance contracts we supply to them and/or other factors pursuant to agreements we may have with them relating to all or part of the business we place with those insurers or through those intermediaries. Some of these agreements with insurers and/or intermediaries include financial incentives for USI to grow its business or otherwise strengthen the distribution relationship with the insurer or intermediary. Such agreements may be in effect with one or more of the insurers with whom your insurance is placed, or with the insurance intermediary we use to place your insurance. You may obtain information about the nature and source of such compensation expected to be received by us, and, if applicable, compensation expected to be received on any alternative quotes pertinent to your placement upon your request.

Reviewing Client Contracts DISCLOSURE: As a service to our clients, upon their request, USI will review those portions of your contract regarding the insurance and indemnity requirements as they relate to your insurance program and provide comments and/or recommendations based upon such review. This service should not be taken as legal advice and it does not replace the need for review by the insured's own legal counsel.

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When to Notify USI Insurance Services

It is important that you advise USI Insurance Services of any material changes in your operations which may have a bearing on your insurance program. Your insurers have evaluated and accepted the risks on the basis of the information given. Any variation of these details could lead to complication in the event of a loss.

These changes may include, but are not limited to:

- Changes of personnel affecting responsibility for insurance decisions.
- Personnel traveling overseas/on temporary assignment overseas/working on military bases.
- Acquisition or creation of new companies or subsidiaries and/or mergers in which you are involved or any legal change in the corporate structure.
- Purchase, sale, lease, construction, or occupancy of new premises; real estate alteration, vacating the premises, or temporary unoccupancy; extension or demolition of existing premises. This applies for both domestic and foreign locations.
- Increase in values of building, business personal property, or inventory for both scheduled and unnamed locations.
- Removal of business personal property or stock to new or temporary locations.
- Addition of new locations, equipment, or vehicles, whether hired, purchased, leased, or borrowed.
- Changes in processes, occupancy, products, revenue, sales, or business operations.
- Addition, alteration, or temporary disconnection of fire or burglary protection systems.
- Use of owned or non-owned aircraft or watercraft.
- Major changes in value or nature of goods being shipped.
- Employment of personnel in states in which you were previously not doing business.
- Election or appointment of a new C.E.O. or C.O.O., or change in control of either the Board of Directors or the stock ownership of the company.
- Changes in ERISA Plan Assets.
- Any written contracts executed with contractor, subcontractors, suppliers, or others.

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Terrorism Risk and Insurance Act 2015 (TRIA) coverage options

The Terrorism Risk Insurance Act establishes a program within the Department of the Treasury, under which the federal government shares, with the insurance industry, the risk of loss from future terrorist attacks. The Act applies when the Secretary of the Treasury certifies that an event meets the definition of an act of terrorism. The Act provides that, to be certified, an act of terrorism must cause losses of at least 5 million dollars and must have been committed by an individual or individuals, as part of an effort to coerce the government or population of the United States.

The United States Government, Department of the Treasury, will pay a share of terrorism losses insured under the federal program. The federal share equals 85% of that portion of the amount of such insured losses that exceeds the applicable insurer retention. This will decrease to 80% by 2020.

The Terrorism Risk Insurance Act, as amended in 2007, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses in any one calendar year exceeds \$100 billion. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced. If insured losses are less than \$27.5 billion (\$37.5 billion by 2020), the government is required to recoup 140% of government outlays. There are instances in which the level of loss would not require the government to recoup outlays, but it would retain the authority to do so.

In accordance with the Terrorism Risk Insurance Act, we are required to offer you coverage for losses resulting from an act of terrorism **that is certified under the federal program** as an act of terrorism. The policy's other provisions will still apply to such an act.

See the section of this notice titled **Selection or rejection of terrorism insurance coverage**. If you choose to accept this offer of coverage, your premium will include the additional premium for terrorism as stated in this disclosure.

Failure to pay the premium by the due date will constitute rejection of the offer and your policy will be written to exclude the described coverage.

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June 1, 2022

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Selection or Rejection of Terrorism Insurance Coverage

Line of Coverage	Annual Premium	Accept	Reject
Property	Included	X	
General Liability	Included	X	
Automobile Liability	Included	X	
Workers' Compensation			
Umbrella or Excess Liability	Included	X	
Crime	Included	X	
Fiduciary			
K&R	Included	X	
E&O			
Cargo			
D&O	Included	X	
Other (specify) Pollution	Quoted	X	
Cyber Liability	Confirming		
Active Assailant	\$4,400 + taxes and fees	X	
Total Cost			

_____ Please check here if you **do** wish to include this coverage and specify above which lines of coverage.
Please sign and date below.

_____ Check here if you **do not** wish to include Terrorism coverage. Please sign and date below.

Signature: _____

Title: _____

Date: _____

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Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Flood Insurance Selection/Rejection Form

Standard property policies including, but not limited to, homeowners policies, dwelling policies, or commercial property insurance policies exclude coverage for flooding events.

As your insurance professionals, we strongly recommend that you purchase flood insurance.

I understand that flood insurance coverage is available for the property located at the address below. I make the elections or rejections for coverage as indicated below. I also understand that my election and/or rejection of this coverage will apply to all future renewals, continuations, and changes unless I notify my insurance brokerage firm otherwise in writing.

<u>Type of coverage</u>	<u>Accept</u>	<u>Reject</u>	<u>Unavailable</u>
Building coverage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contents/personal property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Excess building coverage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Excess contents/personal property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Applicant's signature

Date

Address of property

Sales Executive/Account Executive/Representative's
signature

Date

Coverage quoted – see Property for quoted sub-limits

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only. This is a quotation of coverage only. It is not a binder. This proposal does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.
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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Windstorm/Hail Acknowledgement Form

Property policies, such as homeowners policies, dwelling policies, and commercial property insurance policies may exclude coverage for windstorm and hail events (including, but not limited to, hurricane and tornado). As your insurance brokerage firm, we strongly recommend that you purchase this important coverage. It is possible that coverage as recommended below may not be available from the carriers we represent.

I hereby acknowledge the acceptance, rejection, or unavailability of windstorm and hail coverage as indicated below. It will be conclusively presumed this election, rejection, and/or acknowledgement of unavailability will apply to all future renewals, continuations, changes or replacements thereof.

<u>Type of coverage</u>	<u>Accept</u>	<u>Reject</u>	<u>Unavailable</u>
Building coverage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Applicant's signature

Date

Address of property

Sales Executive/Account Executive/Representative's signature

Date

Coverage quoted

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only. This is a quotation of coverage only. It is not a binder. This proposal does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.
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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

Notice of Surplus Lines Placement

USI Insurance Services.
5355 Kietzke Lane, Suite 101
Reno, NV 89511
Office: (775) 335-2120
Fax: (610) 537-2335



June 1, 2022

Las Vegas-Clark County Library District

Dear Steve,

We have offered you insurance coverage with:

Indian Harbor Insurance Co.	A + XV (Superior)
Tokio Marine Specialty	A ++ XV (Superior)

We want you to know that this is a surplus lines insurer, and that it does meet the financial strength requirements that we usually require of insurers with whom we place our customer's risks.

We exercise caution in placing insurance with a surplus lines insurer, because in the event this insurer becomes insolvent, the provisions of the state insurance guaranty associations **will not** apply. The state insurance guaranty associations provide for the payment of certain covered claims (up to a certain dollar amount) when a carrier becomes insolvent, but this protection is **not** available for surplus lines insurers.

Carrier above are rated by AM Best, an independent insurer-rating organization that evaluates the financial strength of insurers. Insurers are not required to obtain a rating, and ratings are not a guarantee of an insurer's financial status. Some insurers who became insolvent have previously had high ratings; however, ratings are a tool that helps us make an objective evaluation of an insurer.

We want you to have this information so you can make an informed decision about whether to have your insurance placed with any of the markets noted above. If you should have any questions regarding this surplus lines placement, please contact me directly.

Thank you for your careful consideration of this matter.

Very truly yours,

Brandon Lewis, CPCU, ARM
USI Insurance Services.

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only. This is a quotation of coverage only. It is not a binder. This proposal does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.
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USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

General Provisions

Please read this document carefully, and advise if any provisions contained herein are unclear or incorrect, and advise your USI ("USI Insurance Services") team immediately if any coverage is not reflected correctly or if any risks or potential risks have not been identified.

This document states the A. M. Best Company rating for each listed insurance company. Ratings are based on overall performance and financial strength. Performance ratings range from a low of "C-" to the highest rating assigned, "A++." Some insurance companies are subject to "Not-Assigned" categories. Financial size categories range from "I" (up to \$1,000,000 in surplus) to "XV" (\$2,000,000,000 or more in surplus).

Admitted insurance companies afford certain regulatory protection not extended to non-admitted insurance companies. For example, your state's Insurance Guarantee Association does not offer its loss protection to non-admitted insurance companies in the event of insolvency.

When, in USI's judgment, it is necessary or beneficial to do so, we will utilize the services of other intermediaries, sometimes referred to as Wholesalers or Managing General Agents (MGA's), to assist in accessing coverage for insureds or prospects. Such wholesale intermediaries may or may not be affiliated with USI, and would be compensated by the insurance company out of insured-paid premiums.

In some instances, insurance coverage placements made by USI require the payment of state surplus lines tax and fees, in addition to the insurance premium itself. USI will attempt to identify any such applicable tax and fees in advance of requesting coverage bound. In all instances, however, payment of any surplus lines tax and fees is the sole responsibility of the insured.

This proposal is merely a descriptive summary of coverage provided by the insurance companies being proposed and should be used for reference purposes only. This is a quotation of coverage only. It is not a binder. This proposal does not amend or alter the insurance contract. Please refer to the policy contract for specific terms, conditions, limitations, and exclusions.
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Who we are

USI is a leading local, national and global insurance brokerage and consulting firm delivering property and casualty, employee benefits, personal risk, program and retirement solutions to large risk management clients, middle market companies, smaller firms and individuals. Headquartered in Valhalla, New York, USI connects together over 6,000 industry leading professionals across more than 150 offices. USI has become a premier insurance brokerage and consulting firm approaching \$2 billion in revenue by leveraging the USI ONE Advantage®, an interactive platform that integrates proprietary and innovative client solutions, networked local resources and expertise, and enterprise-wide collaboration to deliver customized results with positive, bottom line impact. USI attracts best-in-class industry talent with a long history of deep and continuing investment in our local communities. For more information, visit usi.com.

USI products and services include:

- **Commercial Property & Casualty:** including workers' compensation, property coverage, general liability, auto liability, umbrella/excess, management professional services (MPS), cyber risk, environmental, product liability, international, claims and risk control, and more.
- **Employee Benefits:** including underwriting and analytics, HR services, population health management, compliance/healthcare reform, healthcare cost management, pharmacy benefit consulting, ancillary benefit consulting.
- **Personal Risk:** including property, homeowners, farm and ranch, automobile, umbrella, recreational, workers' compensation for household staff, directors & officers/executive risk, and such specialized products as family office group excess, kidnap and ransom, identity theft and private collections.
- **Retirement Consulting:** including defined benefit, defined contribution, investment advisory, health and welfare administration, regulatory and compliance, employee communications and church plan solutions.
- **Affinity Programs:** providing a single source of comprehensive insurance and financial services products, member service and advocacy, persona-based strategic marketing, risk management and financial wellness tools for associations, affinity groups and select industries.

While USI is a full-service brokerage operation, we have developed specialty operations within each region based upon local niche demographics.

USI Insurance Services
June 1, 2022

Prepared for: **Las Vegas-Clark County Library District**
Proposal of Insurance
Proposed Policy Term: 7/15/2022 to 7/15/2023

The USI ONE Advantage®

What truly distinguishes USI as a leading middle market insurance brokerage and consulting firm is the USI ONE Advantage, a game-changing value proposition that delivers clients a robust set of risk management and benefit solutions and exclusive resources with financial impact. USI ONE® represents **Omni, Network, Enterprise**—the three key elements that create the USI ONE Advantage and set us apart from the competition.

Omni Knowledge Engine™ – USI's Proprietary Analytics

Omni, which means “all,” is USI’s one-of-a-kind solutions platform—real time, interactive, dynamic and evolving, and customized for each client. Built in-house by USI subject matter experts, Omni captures the experience of more than 150,000 clients, more than 6,000 professionals and over 100 years of business activity through our acquired agencies into targeted, actionable solutions.

Network – USI's Local and National Resources

USI has made a very large investment in local resources and technical expertise, with more than 4,400 professionals networked nationally to build strong vertical capabilities and integrated account teams. Our local and regional experts ensure account team availability, hands-on service, and ongoing diligent follow-through so we can deliver on the solutions we customize for our clients.

Enterprise – USI's Team Based Strategic Planning

USI’s enterprise planning is a disciplined, focused, analysis centered on our client’s issues and challenges. Highly consultative meetings integrate USI’s Omni analytics with our broad resource network to build a risk management strategy aligned with client business needs. Our enterprise process is a proven method for identifying, quantifying and minimizing client risk exposures.

The USI ONE Advantage—our **Omni** knowledge engine, with our **Network** of local and national resources, delivered to our clients through our **Enterprise** planning process gives USI fundamentally different solutions, the resources to deliver, and a process to bring superior results to our clients



Property and Casualty Resources

Risk Management Center

Web-based, enhanced safety resource providing access to safety policies and programs, online training resources, streaming safety videos, Learning Management System (LMS), audits and safety observations, certificate of insurance tracking, incident/accident reporting, safety data sheet (SDS) tracking, OSHA recordkeeping, HR and benefits resources and “Ask the Expert”.

Risk Management

Insurance premiums represent only one component within your Total Cost of Risk. The risks that you retain in the form of deductibles or retentions represent significant opportunities for risk control and expense management.

USI will tailor a service plan to meet your needs. The following is a sample of additional services that we provide.

- Risk control and engineering
 - Risk evaluation and assessment
 - Environmental, health, and safety training advisors
 - Consulting on property protection and engineering
 - Regulatory review and compliance services
 - Fleets and transportation risk
- Claims consulting and solutions
 - Claims program best practices
 - Claims services administrator marketing and selection
 - Claims services provider auditing and quality measurement
 - Claims program analytics and metrics
- Financial analytics
 - Loss forecast and accrual analysis
 - Risk retention analysis
 - Program comparison and cash flow modeling
 - Cost of risk allocation
 - Risk bearing capacity analysis
 - Benchmarking

**Some services require additional fees and may be offered directly through third-party providers.*

“Claims Made” Coverage Notice

Some of the quotes provided in this proposal **may be** offered on a Claims Made or a Claims Made and Reported basis.

A brief description of Claims Made and Claims Made and Reported forms is included below for your reference.

Claims Made

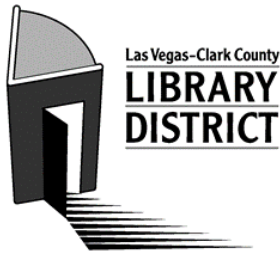
1. Under a **claims-made** form, the policy that is in effect at the time that a claim is made against you is the policy that will respond to that claim, regardless of when the wrongful act occurred (subject to any retroactive date). This differs from an **occurrence** form, which responds to claims resulting from accidents, incidents or injuries occurring while the policy was in effect, regardless of when a claim for damages is brought.
2. If your policy has a **retroactive date**, the wrongful act must have occurred after the retroactive date in order for the policy to respond to a claim.

You may have the right to purchase an extended reporting period (ERP) endorsement if the policy is cancelled or not renewed. This endorsement will provide a period of time to continue to report claims that arise resulting from wrongful acts that occurred after any retroactive date and before the end of your policy period. The ERP (often called “tail” coverage) must be requested within a specific time frame and the additional premium, which typically is required prior to the tail period begins, is fully earned.

Claims Made and Reported

A type of claims made policy in which a claim must be both made against the insured and reported to the insurer during the policy period for coverage to apply.*

**Source: IRMI Glossary of Insurance and Risk Management Terms.*



ITEM VIII.B.4.

AGENDA ITEM

JUNE 9, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item #VIII.B.4.:

Discussion and possible Board action regarding approval of terms and authorization for staff to enter into negotiations for an Interlocal Agreement with the City of Las Vegas for the exchange of the West Las Vegas Library building and related improvements for a City owned parcel, capital contribution, and other consideration for the construction of the new West Las Vegas Library and approval of Resolution No. 22-01 regarding the same.

Background:

The existing West Las Vegas Library is a (1) story, approximately 17,000 square foot building (excluding the theatre) located in the Historic West Las Vegas portion (W. Lake Mead & H St.) of the Valley. The existing building is comprised of the original library building and two building additions which are made up of the current 298 seat theatre and 1,500 square foot Young People Library. The District for several years has struggled to expanded services at this location needed by the community. The library has been at capacity for several years and the current building is not conducive to expansion, and parking is extremely limited.

After discussions between the District, and City of Las Vegas (CLV), the parties agree that transferring the West Las Vegas Library to the CLV for their future use is mutually beneficial. The CLV will acquire the space they need for the future and the District will be able to build a new West Las Vegas Library in the nearby Las Vegas Enterprise Park.

The new location overlaps the current service area of the current West Las Vegas. There has been a desire for several years on the part of the District and City leaders to expand the services in the West Las Vegas area. West Las Vegas is an inner-city area whose residents face physical, transportation and economic barriers that puts them at a disadvantage for accessing library services.

The District leases the parcel from the City upon which the West Las Vegas Library building and related improvements (the "Premises") were constructed. The appraised value of the Premises is \$3,220,000. The City owns a vacant approximately 5.25 acres located on Martin L. King Blvd and Mount Mariah Drive, commonly known as Enterprise Park Development Site; and which will become the site for the new West Las Vegas Library.

In exchange for the transfer of the Premises from the District to the City, the City will convey the Enterprise Park Development Site to the District along with a capital contribution toward the cost of the new library and other consideration. Pursuant to NRS 277.050, the governing body of public agencies may exchange land for property or cash.

The terms of the exchange agreement are:

- 1) District transfers the Premises to the City upon execution of the Interlocal Agreement.
- 2) City conveys the Enterprise Park Development Site to the District upon execution of the Interlocal Agreement.
- 3) The closing of the transaction will occur on or before sixty (60) days after the execution of the Agreement unless extended by mutual agreement of City and District.
- 4) City's capital contribution of \$ \$3,220,000.00 to be paid to the District as a capital outlay to design and construct improvements on the Development Site at its cost for the purpose of establishing a public library and associated parking.
- 5) District agrees to design, construct, and maintain the new library in accordance with the Enterprise Park Covenants, Conditions and Restrictions
- 6) City shall work in good faith to identify funding sources for required off-site improvements, including, but not limited to, traffic lights, crosswalks, and turn lanes relative to the Development Site.
- 7) The City's capital contribution will be held by District in escrow separate from all District funds to be used in connection with development of the new library and not applied to the development of the new library until such time as the building permit for the vertical construction of the new library has been issued.
- 8) In the event District does not commence construction of the new library by a commencement date to be agreed on by the parties, City will have the right to require District to (i) repay the Ground Lease Termination Payment to City and (ii) to reconvey to City the new library site: and. In such event, the Ground Lease shall be reinstated for the full remaining term and the same terms and conditions
- 9) City agrees to allow the District to use the space it currently occupies within the Premises, without any lease or rental fee during the term of design, construction and occupancy of the new West Las Vegas Library.
- 10) District will remain responsible during the Holdover Term, at its cost and expense, for all maintenance and repair of the facility as required under the Ground Lease.
- 11) In the event City timely obtains in the future an additional allocation of New Market Tax Credits, it will consider making New Market Tax Credits available to the District in connection with the development of the new West Las Vegas Library. City will also cooperate to assist District to obtain other federal or state New Market Tax Credits or other third party available subsidies.
- 12) District will agree to operate the theater in the existing library during the Holdover Term at the same level as currently operated by District. The Agreement will grant to District the right to use the theatre in the existing library after the closing for a minimum of four (4) times yearly
- 13) City and District shall equally divide all costs of the transaction, including recording costs, escrow fees, title insurance costs and transfer taxes if any.

The estimated project cost for the new West Las Vegas Library is \$30M. The project cost includes architectural and construction management fees, construction, furniture and equipment, technology, utility fees, insurance and other miscellaneous costs. It is anticipated that construction and occupancy will be completed by December 31, 2024.

Upon approval of the terms and authorization to enter into negotiations for an Interlocal Agreement with the City of Las Vegas for the exchange, the Board of Trustees will approve Resolution No. 22-01, Transfer of Las Vegas Library Building and Related Improvements to the City of Las Vegas (attached). Subsequently, a public hearing will be scheduled as part of the regularly scheduled meeting of the Board of Trustees on July 14, 2022 at which time objections to the exchange may be made.

Recommended Action:

- A. Motion to approve the terms and to authorize staff to enter into negotiations for an Interlocal Agreement with the City of Las Vegas for the exchange of the Las Vegas Library building and related improvements for a City owned parcel, capital contribution, and other consideration for the construction of the new West Las Vegas Library; subject to final review of agreement by Counsel and approval of the Board.
- B. Motion to approve Resolution No. 22-01, Transfer of West Las Vegas Library Building and Related Improvements to the City of Las Vegas.

**RESOLUTION NO. 22-01 TRANSFER OF THE WEST LAS VEGAS LIBRARY BUILDING
AND RELATED IMPROVEMENTS TO THE CITY OF LAS VEGAS**

WHEREAS, the Las Vegas-Clark County Library District a consolidated library district in Clark County duly authorized by the State of Nevada (hereinafter "District") as set forth in the Nevada Revised Statute 379.0221 and the City of Las Vegas a chartered city of the State of Nevada (hereinafter "City"); and

WHEREAS, pursuant to Nevada Revised Statute ("NRS") 277.180 any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, the City is the owner of that certain real property, APN 139-21-703-019 & 020 with an address of 951 W. Lake Mead Boulevard, Las Vegas, Clark County, Nevada 89106 and commonly known as the West Las Vegas Library (the "Library Parcel"); and

WHEREAS, the District leases the Library Parcel pursuant to that certain lease agreement dated October 21, 1987 and subsequent First Amendment dated April 1, 1992, 1991 and Second Amendment dated October 20, 1993; and

WHEREAS, the District constructed the West Las Vegas Library building and related improvements (the "Premises") and currently operates the West Las Vegas Library on the Library Parcel; and

WHEREAS, the City is the owner of approximately 5.25 acres located on Martin L. King Blvd and Mount Mariah Drive, that certain vacant real property, identified as APN 139-21-313-014, APN 139-21-313-028 and a portion of APN 139-21-313-019 and commonly known as Enterprise Park Development Site; and

WHEREAS, pursuant to NRS 277.050, the governing body of public agencies may exchange land for property or cash by adopting a resolution declaring its intent and without advertising for public bids; and

WHEREAS, the District desires to transfer the Premises to the City in exchange for the conveyance of as Enterprise Park Development Site to the District, a capital contribution, and other consideration from the City for the new West Las Vegas Library and related facilities to be constructed on the Enterprise Park Development Site as more fully set forth Interlocal Statement of Intent attached hereto; and

WHEREAS, a public hearing is scheduled for July 14, 2022 as part of the regularly scheduled meeting of the Board of Trustees at the East Las Vegas Library, 2851 East Bonanza Road Las Vegas NV 89101 at 5:00 P.M. at which time objections to the exchange may be made; and

NOW THEREFORE BE IT RESOLVED, that the Trustees of the Las Vegas Clark County Library District state that it is the intent of the District to take those steps necessary and appropriate to prepare and negotiate the Interlocal Agreements and other documents to exchange said Premises and acquire the Enterprise Park Development Site on the following terms and conditions:

- 1) District transfers the Premises to the City upon execution of the Interlocal Agreement.

- 2) City conveys the Enterprise Park Development Site to the District upon execution of the Interlocal Agreement.
- 3) The closing of the transaction will occur on or before sixty (60) days after the execution of the Agreement unless extended by mutual agreement of City and District.
- 4) City's capital contribution of \$ \$3,220,000.00 to be paid to the District as a capital outlay to design and construct improvements on the Development Site at its cost for the purpose of establishing a public library and associated parking.
- 5) District agrees to design, construct, and maintain the new library in accordance with the Enterprise Park Covenants, Conditions and Restrictions
- 6) City shall work in good faith to identify funding sources for required off-site improvements, including, but not limited to, traffic lights, crosswalks, and turn lanes relative to the Development Site.
- 7) The City's capital contribution will be held by District in escrow separate from all District funds to be used in connection with development of the new library and not applied to the development of the new library until such time as the building permit for the vertical construction of the new library has been issued.
- 8) In the event District does not commence construction of the new library by a commencement date to be agreed on by the parties, City will have the right to require District to (i) repay the Ground Lease Termination Payment to City and (ii) to reconvey to City the new library site: and. In such event, the Ground Lease shall be reinstated for the full remaining term and the same terms and conditions
- 9) City agrees to allow the District to use the space it currently occupies within the Premises, without any lease or rental fee during the term of design, construction and occupancy of the new West Las Vegas Library.
- 10) District will remain responsible during the Holdover Term, at its cost and expense, for all maintenance and repair of the facility as required under the Ground Lease.
- 11) In the event City timely obtains in the future an additional allocation of New Market Tax Credits, it will consider making New Market Tax Credits available to the District in connection with the development of the new West Las Vegas Library. City will also cooperate to assist District to obtain other federal or state New Market Tax Credits or other third party available subsidies.
- 12) District will agree to operate the theater in the existing library during the Holdover Term at the same level as currently operated by District. The Agreement will grant to District the right to use the theatre in the existing library after the closing for a minimum of four (4) times yearly
- 13) City and District shall equally divide all costs of the transaction, including recording costs, escrow fees, title insurance costs and transfer taxes if any.

RESOLVED, that the authorized officers and employees of the District are, and each acting alone is, hereby authorized to do and perform any and all such acts, including preparation and negotiation of any and all documents and certificates, as such officers shall deem necessary or advisable, to carry out the purposes and intent of the foregoing resolutions.

RESOLVED, that after preparation and negotiation of such documents and certificates the officers and employees shall present them to these Trustees for final approval and signature authorization.

RESOLVED FURTHER, that any actions taken by such authorized officers and employees prior to the date of the foregoing resolutions adopted hereby that are within the authority conferred thereby are hereby ratified, confirmed and approved as the acts and deeds of this District.

THE FORGOING RESOLUTION approved this 9th day of June 2022.

Las Vegas Clark County Library District

By: _____
Brian Wilson, Chair, Board of Trustees

ATTEST:

Elizabeth Foyt, Secretary, Board of Trustees

Approved as to Form:

Gerald M. Welt
Attorney for Las Vegas-Clark County Library District



ITEM VIII.B.5.

AGENDA ITEM

JUNE 9, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # VIII.B.5.:

Increase Educational Assistance (Tuition Reimbursement) rates for the 2022 - 2023 budget year.

Background:

At the April 2021 Board of Trustees meeting, the indirect compensation (Benefits) survey conducted by Koff & Associates a third party consulting firm was presented to the Board of Trustees. Overall, District provided employee benefits plans were found to be in-line with, or slightly above, median market values for the benchmarked organizations with the exception of the District's Educational Assistance (Tuition Reimbursement) plan.

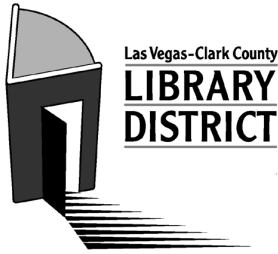
Tuition Reimbursement is an arrangement between the employer and the employee where the employer shoulders a part (or the whole) of tuition expenses for employees continuing education. The benefits of offering such a program include but are not limited to promoting retention of existing staff, reducing recruitment costs, promoting staff development and strengthening our image as a public employer of choice.

- Current District Reimbursement Rates (Budget Year):
 - Undergraduate: \$1,000 (8 enrolled / 10 budgeted)
 - Graduate: \$2,000 (14 enrolled / 15 budgeted)
- Market Survey Data:
 - Median \$5,000
 - Range \$0 to \$10,000
 - Koff and Associates "District is below market in tuition reimbursement benefits." (Presentation April 2021 Board of Trustees meeting)

Recommended Action:

Motion to authorize an increase in the FY 2022-23 Tuition Reimbursement rates to \$2,000 for undergraduate programs and \$3,000 for graduate programs (estimated FY22/23 increase of \$22,000 based on current enrollment).

ITEM VIII.B.6.



AGENDA ITEM

JUNE 9, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item #VIII.B.6.:

Discussion and possible Board action regarding the election of Board officers for Fiscal Year 2022-2023 and accompanying Resolution 2022-02.

Background:

The Nominating Committee will provide a report presenting a proposed slate of officers to serve in Fiscal Year 2022-2023.

As outlined in the Bylaws, Trustees may make additional nominations from the floor. Such nominations may be made by individual Board members in their own name or by nominating another Board member; however, a Board member may be nominated to run for only one office at a time. No officer can be elected to office for more than two consecutive terms.

Elections for the officers of the Board shall be held immediately subsequent to the close of nominations at the June meeting. Elections shall be in the following order:

Chair, Vice Chair, Secretary, Treasurer

Recommended Action:

1. Motions calling for additional nominations for Chair, Vice Chair, Secretary, and Treasurer from the floor. Calls for officers must be made separately.

Motion to close the nominations.

In the event there are additional nominations from the floor, separate motions to elect officers are required for each affected office. If no additional nominations are made from the floor, the slate of officers proposed by the Nominating Committee may be considered in one motion.

2. Motion to pass Resolution 2022-02 authorizing Floresto Cabias, CFO, and newly elected Treasurer _____ to execute checks on behalf of the Library District until June 30, 2023. In the event that the Library Board Treasurer is unable to perform the duties of Treasurer, or that the position of Treasurer is vacant for any reason, then, in that event, the Secretary of the Library Board of Trustees _____ is authorized to execute checks on behalf of the Library District until June 30, 2023 or until a new Treasurer is elected.

Resolution 2022-02 Authorizing Checking Account Signatures

WHEREAS, the Las Vegas-Clark County Library District (LVCCLD) adopted a Resolution on the 25th of June, 2021 providing that Chief Financial Officer Floresto Cabias and LVCCLD Board of Trustees Treasurer Nathaniel P. Waugh together were designated with the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District until June 30, 2022; and

THEREFORE RESOLVED that, in the event that the Library Board Treasurer is unable to perform the duties of Treasurer, or that the position of Treasurer is vacant for any reason, then, in that event, Secretary Elizabeth Foyt on behalf of the LVCCLD Board of Trustees shall have the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District until June 30, 2022, or until a new Treasurer is elected; and

WHEREAS, the LVCCLD adopted a Resolution on July 6, 2021 providing that Executive Director Kelvin Watson, as the representative of the LVCCLD, was designated with the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District in the event that the position of the Chief Financial Officer is vacant for any reason until June 30, 2022; or until an Acting Chief Financial Officer is appointed, or until Floresto Cabias returns to his duties as Chief Financial Officer; and

THEREFORE RESOLVED that, in the event that Kelvin Watson is unable to perform these duties, or if the position of Executive Director is vacant, then, in that event, Human Resources Director Jeffrey Serpico, as representative of the LVCCLD, shall have the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District until June 30, 2022, or until the Executive Director is able to resume his duties, an Acting Chief Financial Officer is appointed, or until Floresto Cabias returns to his duties as Chief Financial Officer.

NOW, BE IT RESOLVED that the following individuals shall have the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District as of July 1, 2022:

Floresto Cabias, Chief Financial Officer, and _____, Treasurer of the LVCCLD Board of Trustees

AND, THEREFORE RESOLVED that Floresto Cabias, Chief Financial Officer, as the representative of the LVCCLD and _____, Treasurer of the LVCCLD Board of Trustees shall be authorized to execute any and all checks on behalf of the Las Vegas-Clark County Library District until June 30, 2023.

AND, THEREFORE RESOLVED that, in the event that the Library Board Treasurer is unable to perform the duties of Treasurer, or that the position of Treasurer is vacant for any reason, then, in that event, the Library Board Secretary on behalf of the LVCCLD Board of Trustees shall have the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District until June 30, 2023, or until a new Treasurer is elected.

Resolution 2022-02
June 9, 2022 -- Page 2

AND, THEREFORE RESOLVED that, in the event that the Chief Financial Officer is unable to perform the duties of Chief Financial Officer, or that the position of Chief Financial Officer is vacant for any reason, then, in that event the Executive Director, as representative of the LVCCLD, shall have the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District until June 30, 2023, or until an Acting Chief Financial Officer is appointed, or until the Chief Financial Officer returns to his duties.

AND, THEREFORE RESOLVED that, in the event that the Executive Director is unable to perform these duties, or if the position of Executive Director is vacant then, in that event, the Human Resources Director, as the representative of the LVCCLD, shall have the authority to execute any and all checks on behalf of the Las Vegas-Clark County Library District until June 30, 2023, or until the Executive Director is able to resume his duties, an Acting Chief Financial Officer is appointed, or until the Chief Financial Officer returns to his duties.

This Resolution shall be spread at large, upon or attached in full to the minutes of the Las Vegas-Clark County Library District Board of Trustees.

PASSED, ADOPTED and APPROVED, this 9th of June 2022, LVCCLD Trustees.

Brian Wilson, Chair

Attest: Member, Board of Trustees



ITEM VIII.B.7.

AGENDA ITEM

JUNE 9, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item# VIII.B.7.:

Discussion and possible Board action regarding the approval for staff to make ongoing purchases of computer hardware and software, telecommunications hardware, and other related infrastructure improvements over \$75,000 for Fiscal Year 2022-2023.

Background:

In Fiscal Year 2002-2003, the District established a Technology Replacements and Upgrades Program. The Program was initially established for the replacement of the District's aging technology assets but was later modified to include funds for new initiatives. The Fiscal Year 2022-2023 budget included funds for: the replacement of several end-of-life IT systems; new technologies and solutions for the branches; and some new District-wide initiatives. Additionally, some of these funds may be reallocated for newly identified priorities to address challenges or opportunities.

The funding for these projects is budgeted in the Technology Replacements and Upgrades Program of the Capital Projects Fund, as approved by the Board of Trustees in the Fiscal Year 2022-2023 Adopted Budget.

The purpose of this agenda item is to pre-approve all Fiscal Year 2023 technology purchases over \$75,000. Rather than separately submitting each purchase request over \$75,000 to the Board of Trustees for approval, as required by the District's Purchasing Policy, the Information Technology Department is respectfully requesting that the Board of Trustees give staff the authorization to approve technology infrastructure equipment purchases over \$75,000. IT department staff will continue to provide expenditure updates to the Board of Trustees through the Executive Director's monthly Board report.

NRS 332.115 exempts most of the items listed below from the formal bidding process because they are either exempt, sole sourced, or already competitively bid. However, as practiced by staff, multiple informal bids will be solicited and each purchase will be reviewed and evaluated by the Information Technology Department's staff for best possible pricing, and alternatives will be explored prior to purchasing.

The items budgeted for Fiscal Year 2023 are:

Technology Replacements/Upgrades	Estimated Cost
Cashless Pilot Program Expansion (2 branches)	\$30,000.00
Self-check Expansion (70 units)	\$500,000.00
End-of-life VxRail Replacement (1 node)	\$120,000.00
VxRail Maintenance Extension (2 nodes, 2 years)	\$80,000.00
PC Replacements (400)	\$400,000.00
End-of-life sorter replacements (CH & RB)	\$300,000.00
End-of-life security gate replacements (CC-9 sets)	\$70,000.00
Replacement people counters (urban branches, LA & MQ)	\$60,000.00
End-of-life branch server replacements with licensing (14)	\$265,000.00
Mobile App (Communico)	\$344,000.00
ADA Software Licenses – JAWS (25)	\$55,000.00
Tablet Lending Kiosks (2 locations)	\$90,000.00
ILS Cloud Backup (annually)	\$32,000.00
Memory Lab (3-4 locations)	\$30,000.00
Outlying Wi-Fi Expansion (1 location)	\$200,000.00
Microsoft 365 Implementation & licenses	\$50,000.00
Petting Zoo (2 pilot sites)	\$5,000.00
Customer Survey (pilot)	\$2,000.00
Possible Cybersecurity enhancements	\$60,000.00
Meeting Room Presentation (pilot)	\$5,000.00
People Counters (District-wide)	\$50,000.00
Library Operations Supplemental Requests	\$40,000.00
Community Engagement Supplemental Requests	\$24,000.00
LeapSpace Subscription (3D Printing for 4 branches/per year)	\$180,000.00
zSpace VR Systems (EN, EV, SM)	\$110,000.00
Grand Total	\$3,102,000.00

Recommended Action:

Motion to authorize staff to make ongoing purchases of computer hardware and software, telecommunications hardware, and other related technology infrastructure improvements over \$75,000 for Fiscal Year 2022-2023, as approved in the District's Adopted Budget by the Board of Trustees.