

## **ITEM III.**

**PROPOSED AGENDA  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
Board of Trustees' Meeting  
September 8, 2022**

DATE: Thursday, September 8, 2022

TIME: 5:00 p.m.

PLACE: West Las Vegas Library  
951 W Lake Mead Blvd.,  
Las Vegas, NV 89106 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](mailto: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

Agenda– Board of Trustees’ Meeting  
September 8, 2022  
Page 2

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, July 14, 2022
  - B. Finance and Audit Committee Meeting, July 7, 2022
- V. Chair’s Report
  - A. Possible Board discussion regarding the 2023 Board Meeting Schedule.
  - B. 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 to revise the current naming policy for the Las Vegas-Clark County Library District.
2. Review of Staff Compensation (Direct Compensation) survey results.

IX. Announcements

Finance and Audit Committee meeting will be held on September 20, 2022 at 3pm via zoom.

The October Board meeting will be held on Thursday, October 13, 2022, at 5:00pm. Location: Sahara West Library, 9600 W Sahara Ave, Las Vegas, NV 89117.

The November Board meeting will be held on Thursday, November 10, 2022, at 5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Rd, Las Vegas, NV 89101.

The December Board meeting will be held on Thursday, December 8, 2022, at 5:00pm. Location: Summerlin Library, 1771 Inner Cir Drive, Las Vegas, NV 89134.

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](mailto: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

Agenda– Board of Trustees’ Meeting  
September 8, 2022  
Page 4

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.

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](mailto:nanceea@lvccld.org) TO REQUEST THE SUPPORTING MATERIAL FOR THIS MEETING. SUPPORTING MATERIAL CAN BE FOUND AT <https://lvccld.org/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](http://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 Tuesday, August 30, 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



Agenda– Board of Trustees' Meeting  
September 8, 2022  
Page 5

places within the jurisdiction of the Trustees, to wit:

1. Clark County Library  
1401 Flamingo Road  
Las Vegas, NV 89119
  2. East Las Vegas Library  
2851 Bonanza Road  
Las Vegas, NV 89101
  3. Sunrise Library  
5400 E. Harris Avenue  
Las Vegas, NV 89110
  4. West Charleston Library  
6301 Charleston Boulevard  
Las Vegas, NV 89146
  5. West Las Vegas Library  
951 Lake Mead Boulevard  
Las Vegas, NV 89106
  6. Windmill Library  
7060 Windmill Lane  
Las Vegas, NV 89113
  7. Las Vegas-Clark County Library District website  
[www.lvcclld.org](http://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/LC--N0H3B6Y> or
- Visit the Library District's YouTube channel:  
[Youtube.com/TheLibraryDistrict](https://www.youtube.com/TheLibraryDistrict)

## ITEM IV.A

**PROPOSED MINUTES  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES' MEETING  
LAS VEGAS, NEVADA  
JULY 14, 2022**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the East Las Vegas Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, July 14, 2022.

**Present:**

Board:	B. Wilson, Chair	N. Waugh
	K. Whiteley	J. Melendrez
	K. Rogers	J. Jiron
	F. Ortiz	K. Benavidez
	S. Ramaker	
Counsel:	G. Welt	S. Abbott
Absent:	E. Foyt	
Staff:	Kelvin Watson, Executive Director Numerous Staff	
Guests:	None.	

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.)** Vice Chair 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 June 9, 2022 (Item IV.)** Vice Chair Waugh moved to approve the Minutes of the Board of Trustees Meeting held on June 09, 2022.  
There was no opposition and the motion carried.

**Chair's Report (Item V.)** Chair Wilson reported that he will be doing committee assignments and ask if anyone would like to be added to a committee or removed to send him an email.  
Chair Wilson read off existing committees and members:  
  
Finance and Audit- Trustee Rogers, Chair with Trustee Benavidez, Trustee Waugh and Trustee Waugh.

Risk Management- Trustee Ramaker, Chair with Trustee Melendrez and Trustee Jiron.

Bylaws Committee- Trustee Waugh, Chair with Trustee Rogers, Trustee Melendrez and Trustee Ramaker.

**Library Reports  
(Item VI.)**

Betsy Ward, Branding and Marketing Director and John Vino, General Service Director presented an update on the Library District's Branding Campaign: "Free to Be". (*Presentation attached*)

Chair Wilson, Trustee Melendrez, Trustee Ramaker, and Vice Chair Waugh, stated their excitement and in full support for the new branding campaign.

Trustee Ortiz commented that he is in full support of the new signage and mentioned that the Library District will have to pay for digital signage.

**Executive Director's  
Report  
(Item VI.A.)  
Library Operations,  
Security Reports  
and Monthly  
Statistics  
(Item VI.A.1.a)**

No questions.

No questions.

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

No questions.

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

Vice Chair Waugh thanked Matt McNally, Community Engagement Director for the increase in adult programming attendance compared to pre-pandemic numbers.

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

No questions.

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

No questions.

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

Trustee Ortiz asked Floresto Cabias, Chief Financial Officer to see a detailed registered report for Item 110, Administrative Executive Expenses for the year. Mr. Cabias agrees to give Executive Director a

detail of expenditures.

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

No questions.

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

No questions.

Chair Wilson accepted the Library Reports.

**Unfinished Business  
(Item VII.)**

None.

**New Business  
(Item VIII.)**

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

None.

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

**Discussion and  
possible Board  
action to declare  
fines and fees of  
approximately  
\$1,467,132.78 that  
are five years old,  
dating from the  
year 2017, as  
uncollectible, and  
purge from District  
records .  
(Item VIII.B.1.)**

Floresto Cabias, Chief Financial Officer reported that The District has been working with Unique Management Services for the last 22 years to collect delinquent fines and fees. Over that time the District has recovered 12.8 million dollars in materials and 7.9 million dollars in fines and fees. In 2004, the Board authorized Staff to purge approximately \$700,000 in fines and fees that were five years old. And at that time, Staff recommended that each year, delinquent fines and fees that are five years old be reported to the Board and deemed uncollectible. Collection agencies recommend writing off debts older than five years old because they are not likely to be recoverable and collecting most of this debt is unlikely because of its age and the likelihood that these individuals have moved away. Staff is again recommending that the Board declare fines and fees of \$1,467,132.78, as uncollectible dating from the year 2017, and authorize Staff to purge them from the District records.

Trustee Ortiz questioned if equipment such as Wi-Fi hotspots that weren't returned will be included. Mr. Cabias responded that it would've included that type of equipment but doesn't believe that equipment was in collection in 2017.

Vice Chair Waugh made a motion to declare fines and fees of approximately \$1,467,132.78, as uncollectible dating from the Year 2017, and authorize Staff to purge from District records

There was no opposition and the motion carried.

**Discussion and possible Board action of the Library District's Conference Room/Auditorium Facility Rental Policy (Paragraph #10) and Performing Arts Center Rental Policy (Paragraph #12).(Item VIII.B.2)**

**[Matt McNally, Community Engagement Director read Item# VIII.B.2 into the record.]**

Chair Wilson asked what happens to the rental agreements that are already signed under the current policy. Counsel Welt responded that this clarifies under what basis they are using the facilities and they have not yet had use of the facility. It will be dealt with on a one-to-one basis and the original paragraph contains the intent.

Trustee Benavidez questioned if a disclaimer will be asked to be added to promotional material, websites, and etc. from rental customers. Mr. McNally responded that he is working with Counsel Welt to set up when individuals sign a performing arts center contract, there is language that will be modified within that contract that will refer them back to all of the policies, not just the facility rental policy. Chair Wilson suggests adding a mandate that a fine print disclosure that "this program is not affiliated with or endorsed by the Library District." Counsel Welt responded that everyone doesn't advertise and it would be best to make it a part of the policy to know what is required.

Vice Chair Waugh made an amended motion to authorize staff to amend Paragraph #10 of the Conference Room/Auditorium Facility Rental Policy and Paragraph #12 of the Performing Arts Center Rental Policy to include the facility user prohibitions and disclaimers as recommended by legal counsel. Also direct Community Engagement Director, Matt McNally and Counsel Welt to explore language requiring disclaimers on a users' advertisements and marketing materials. Trustee Whiteley second the motion.

There was no opposition and the motion carried.

**Public Hearing regarding the Proposed Interlocal Agreement for the transfer of the West Las Vegas Library building and related improvements to the City of Las Vegas and a motion to authorize staff to enter into the Interlocal Agreement(Item VIII.B.3)**

Trustee Ortiz made a motion to convene the Public Hearing regarding Proposed Interlocal Agreement for the transfer of the West Las Vegas Library building and related improvements to the City of Las Vegas.

There was no opposition and the motion carried.

**[John Vino, General Services Director read Item# VIII.B.3 into the record.]**

There were no public comments during the Public Hearing.

Vice Chair Waugh made a motion to close the Public Hearing. There was no opposition and the motion carried.

Trustee Rogers made a motion to approve the terms and to authorize staff to enter into 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, subject to final review of agreement by Counsel and completion of the

due diligence. Vice Chair Waugh second the motion.

Trustee Ortiz made a comment congratulating staff on the progress of the new proposed West Las Vegas Library project and encourages the public to continue engaging with the Library District when the grand opening occurs.

There was no opposition and the motion carried.

**Announcements  
(Item IX.)**

The August Board meeting is cancelled.

Ribbon Cutting Ceremony/Opening of the Employ NV Youth Hub at the West Charleston Library, 6301 W Charleston Blvd, Las Vegas, NV 89146 on August 4, 2022 at 10:30am.

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.

The October Board meeting will be held on Thursday, October 13, 2022, at 5:00pm. Location: Sahara West Library, 9600 W Sahara Ave, Las Vegas, NV 89117.

Trustee Ortiz, Trustee Melendrez, and Vice Chair Waugh thanked Director Watson and staff for travel arrangements to attend the American Library Association Conference in June in Washington, DC.

**Public Comment  
(Item X.)**

None.

**Executive Session  
(Item XI.)**

None.

**Adjournment  
(Item XII.)**

Chair Wilson adjourned the meeting at 5:54 p.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

# FREE TO BE

## PUBLIC INFORMATION / BRAND CAMPAIGN

Talk

## Carla Hayden Thinks Libraries Are a Key to Freedom

Interview by Ana Marie Cox



Most librarians of Congress haven't actually previously been librarians. What's the best preparation for this role? There have been two other librarians of the 14 total — we've had historians, we've had lawyers — but the main theme has been an interest in ideas and knowledge and a belief in that. That's what prepares you — to have an open mind, to want to expand other people's interest in history and knowledge. Each librarian has been almost perfect for the time that they served. I just hope that I can keep that momentum going.

Well, it's funny that you mention that each librarian appointed seems to have turned out, in retrospect, perfect for the time, because you're a very particular librarian. You're the first woman and the first African-American named to the role, and some people have called you a radical librarian. We librarians love that. That's against our stereotype.

**Maybe this is somewhat, but I do think of librarians as inherently radical. There's something political about access to information. And it has been throughout history. Frederick Douglass said, "Once you learn to read, you will be forever free." If you can absorb information yourself and make your own decisions, that's a freedom. And for so many times in history, being able to read and access information has been part of it, especially in my case, with African-Americans.**

In the past, you've taken what some people would consider political positions.

You previously served as the head of the Baltimore public library, and one of the most notable things you did was to keep a branch in the middle of the conflict open during the protests over Freddie Gray's death. It was a haven. People could get online; they could apply for jobs. By the end of the week, we were the food center, because there weren't places open.

When you were president of the American Library Association, you battled Attorney General John Ashcroft over the Patriot Act because it, among other things, gave the Justice Department and the F.B.I. the power to access library user records. Do you think you'll do any civil-libertarian activism in your current position? In being elected to head the A.L.A., I became the face of the association. Now I'm basically the face of the Library of Congress, and I have enough to do here.

People may not know that the Library of Congress has that name because it was actually created for the use of members of Congress, who aren't always known for basing their opinions on facts. Yes, we have the Congressional Research Service, which is like the Special Forces of analysts. They serve Congress and the staff to help give them unbiased, nonpartisan information. Just like when people go into their school or public library and have information professionals to help them, their legislative body has people just like that to help inform Congress. We don't let our own opinion influence the patron's research.

Do you think libraries can help in this epidemic of fake news and lack of trust in the media? I think the good thing about the profession is that there's a discussion about what's fake and what's real. There's an awareness that there is such a thing. Librarians have been pondering on this issue in a different way for a while — that just having computer literacy is great, but as information professionals, we're always looking at what's the most authoritative source for the information and teaching information literacy. It's great to have all this stuff, but you need to teach how to use the library in schools. They need to be teaching information literacy as soon as the kid can push a button.

It seems as if you might need to teach information literacy to members of Congress. If they start as children, I think there's hope. ♦

**Her Top 5 Favorite Places to Read:**  
1. In a community  
2. On the beach  
3. By a fireplace  
4. Under a hair dryer  
5. On a train

**Her Top 5 Favorite Pieces to Read:**  
1. In a community  
2. On the beach  
3. By a fireplace  
4. Under a hair dryer  
5. On a train

Hayden is the 14th Librarian of Congress. She also served as chief executive of the Enoch Pratt Free Library in Baltimore and president of the American Library Association.

Age: 64  
Occupation: Librarian  
Hometown: Chicago

66 1/22/22 Photograph by Stephen Voss

## The New York Times

librarians as inherently radical. There's something political about access to information. And it has been throughout history. Frederick Douglass said, "Once you learn to read, you will be forever free." If you can absorb information yourself and make your own decisions, that's a freedom. And for so many times in history, being able to read and access information has been part of it, especially in my case, with African-Americans.



The  
Library  
District  
Las Vegas-Clark County  
**FREE TO BE**



curious  
connected  
captivated  
fearless  
inspired  
a trailblazer  
yourself



Brand Signage Updates

## PUBLIC CAMPAIGN

English



**FREE TO BE**  
curious.

What are you searching for?  
Your neighborhood library helps you to explore the unknown and look beyond. It is the place where all are invited and everything is free. You will find learning and personal growth, technology skills, homework help, small business and career support, community, culture, art, and live performances.

Visit the library in person or at [TheLibraryDistrict.org](http://TheLibraryDistrict.org) and discover the power of a library card.

The Library District  
Las Vegas-Clark County



Spanish



**LIBREMENTE**  
curioso.

Las Vegas-Clark County  
**LIBRARY  
DISTRICT**  
[LVCLD.org](http://LVCLD.org)

¿Qué estás buscando?  
La biblioteca de tu vecindario te ayuda a explorar lo desconocido y a ver más allá. Es un lugar para aprender y para el crecimiento personal, es donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

Visita la biblioteca en persona o visita la página [TheLibraryDistrict.org](http://TheLibraryDistrict.org) y descubre el poder que te da la tarjeta de la biblioteca.

The Library District  
Las Vegas-Clark County

Brand Signage Updates

## PUBLIC CAMPAIGN

English



Spanish




Brand Signage Updates

## PUBLIC CAMPAIGN

English


**FREE TO BE**  
connected.



Family exists in many forms.  
Your neighborhood library welcomes you to be part of our family. It is the place where all are invited and everything is free. You will find learning and personal growth, technology skills, homework help, small business and career support, community culture, art, and live performances.

Visit the library in person or at [TheLibraryDistrict.org](http://TheLibraryDistrict.org) and discover the power of a library card.


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Las Vegas-Clark County  
**LIBRARY  
DISTRICT**  
[LVCCLD.org](http://LVCCLD.org)

Spanish


**LIBREMENTE**  
en familia.



Una familia puede tomar distintas formas.  
La biblioteca de tu vecindario te invita a unirse a nosotros y ser parte de nuestra familia. Es un lugar para aprender y para el crecimiento personal, es donde los pequeños negocios y los profesionales reciben apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

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**The Library District**  
Las Vegas-Clark County





## PUBLIC CAMPAIGN

English



Spanish



## PUBLIC CAMPAIGN

English



Las Vegas-Clark County  
**LIBRARY  
DISTRICT**  
[LVCLD.org](http://LVCLD.org)

Spanish



## PUBLIC CAMPAIGN

English



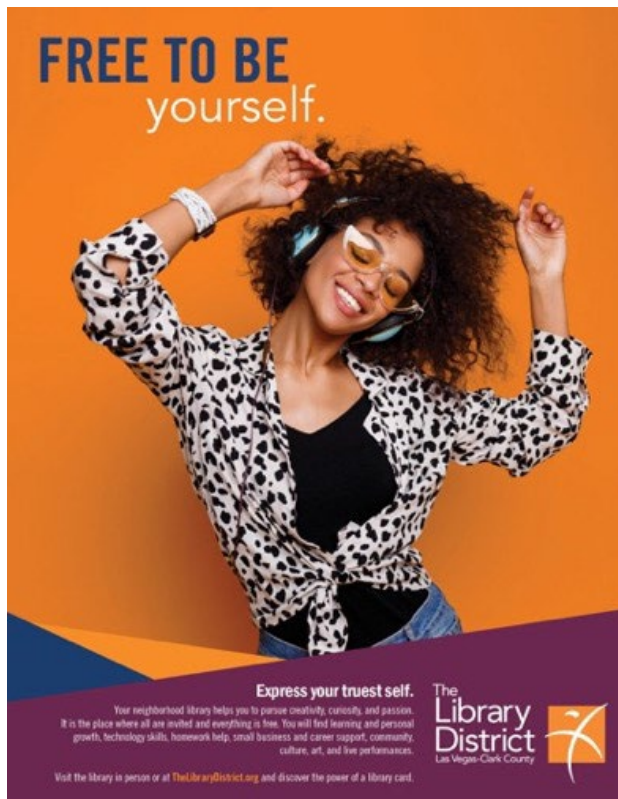
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Spanish



## PUBLIC CAMPAIGN

English



Spanish

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Brand Signage Updates

10



## BRAND COLLATERAL



## CLARK COUNTY LIBRARY



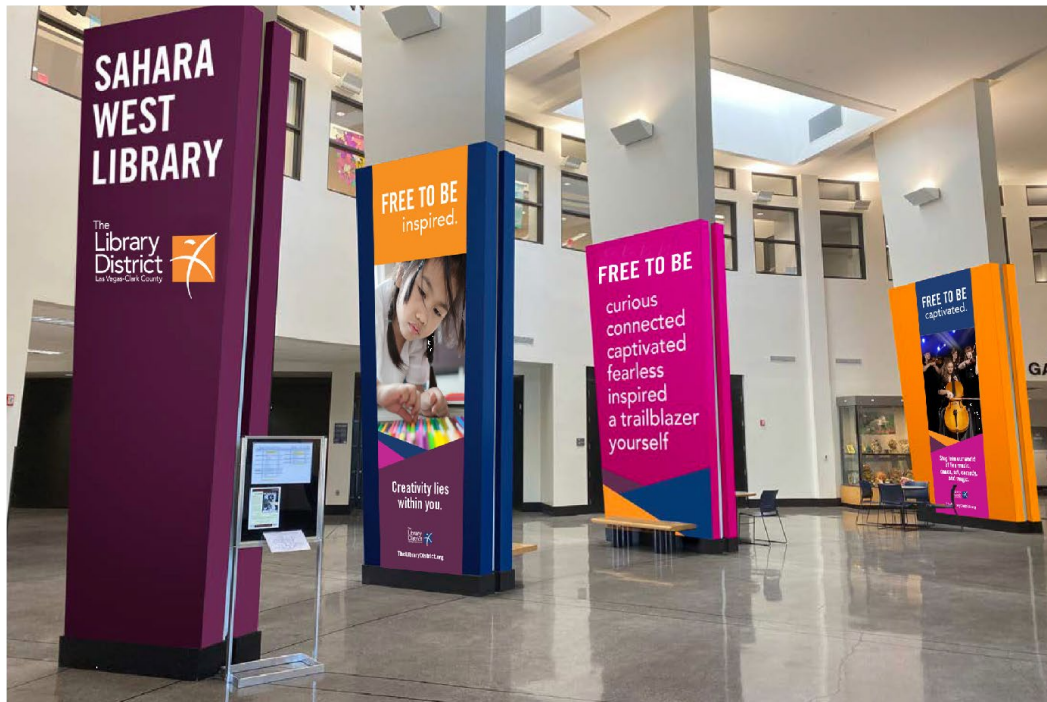
Exterior – Main Entrance

# EXTERIOR & INTERIOR SIGNAGE PROJECT



BAM and General Services are working with Simpson Coulter Studios, to develop a signage package as part of the implementation of the branding campaign.

### SAHARA WEST LIBRARY



Interior – Lobby



### Signage Project (Branding)

- Extensive site visits, walkthroughs and interviews were conducted to help the team understand and develop a program that captured the spirit of community, the diversity of customers, and the unique tone of interactions at each location.
- With that wealth of information the team gathered, a comprehensive signage package was developed.

## SIGNAGE CREATIVE SAMPLES



The signage package features the brand's bold colors and vibrant, diverse faces with messages of opportunity and exploration



## CENTENNIAL HILLS & WEST CHARLESTON LIBRARIES



A key component is the implementation of the brand through exterior signage that would be readily visible, dramatic, and inviting.

## CLARK COUNTY LIBRARY Theater Exteriors



Exterior – Flamingo Rd. facing facade



Exterior – Theater side entrance off Escondido St.

These are examples of exterior signs that are planned for some of the larger urban branches, which help address challenges with branch recognition and invite customers into our buildings.

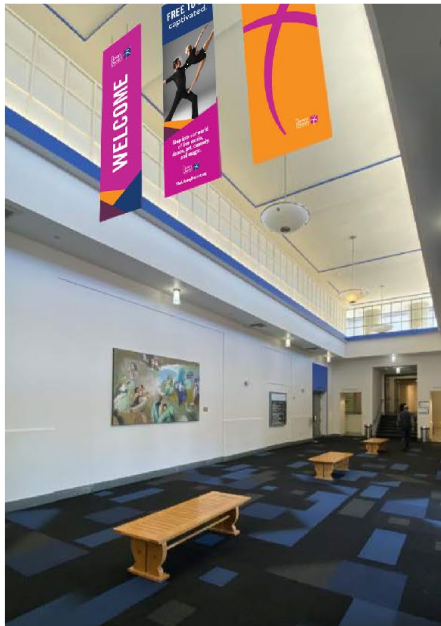
## CLARK COUNTY LIBRARY Parking Lot



Material choices for each piece were optimized for both interior and exterior use, while prioritizing durability, longevity, and maintenance.



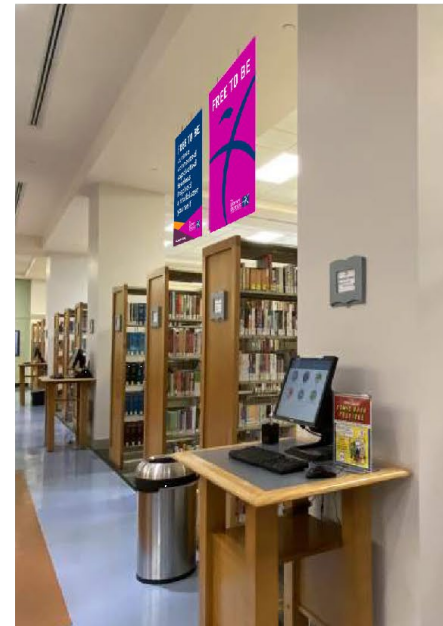
## CLARK COUNTY LIBRARY Interiors



Interior – Theater Lobby



Interiors – Branch



The package was designed so that the interior of each branch would have enough brand reinforcement to provide unity of identity throughout the Library District, from the moment one enters a branch to the moment they exit.

## EAST LAS VEGAS LIBRARY



Exterior – Far left wall of main entrance

The design solutions are cost-effective to allow the District to update the signage as needed.

## EAST LAS VEGAS LIBRARY Exterior



Exteriors – Far Right wall of main Entrance



## EAST LAS VEGAS LIBRARY Interiors



## RAINBOW LIBRARY



Exterior – Main entrance

## RAINBOW LIBRARY Exterior

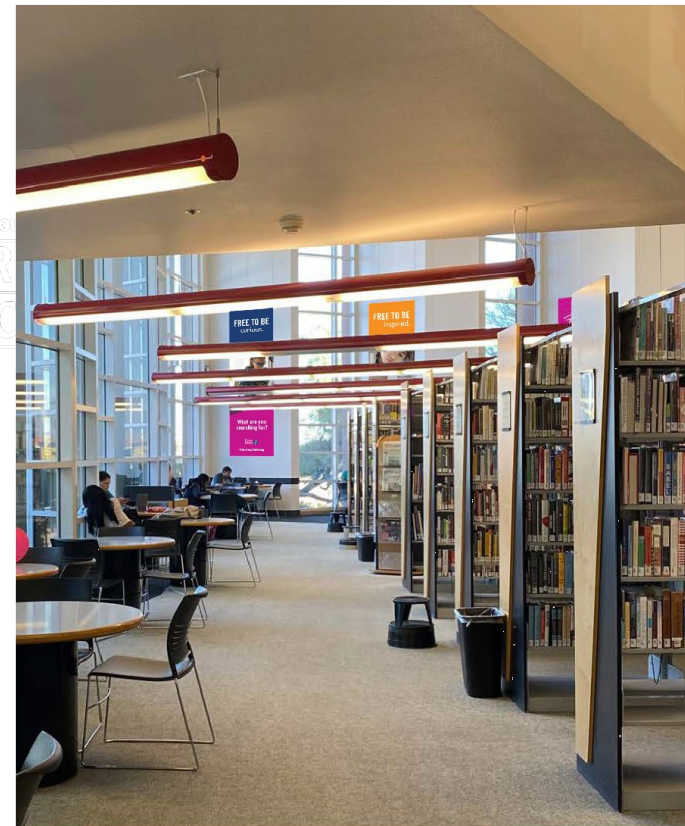


Exteriors – Cheyenne Ave. facing facade

This is a great example of how exterior signage can draw the eye to a building like the Rainbow Library, which is set back off a busy street.



## RAINBOW LIBRARY Interiors



## WEST LAS VEGAS LIBRARY



Exterior – Main entrance

The infrastructure that houses the signage on all buildings is durable and easy to maintain. In the case of the West Las Vegas Library, the signage is flexible enough to be repurposed into the new branch design.

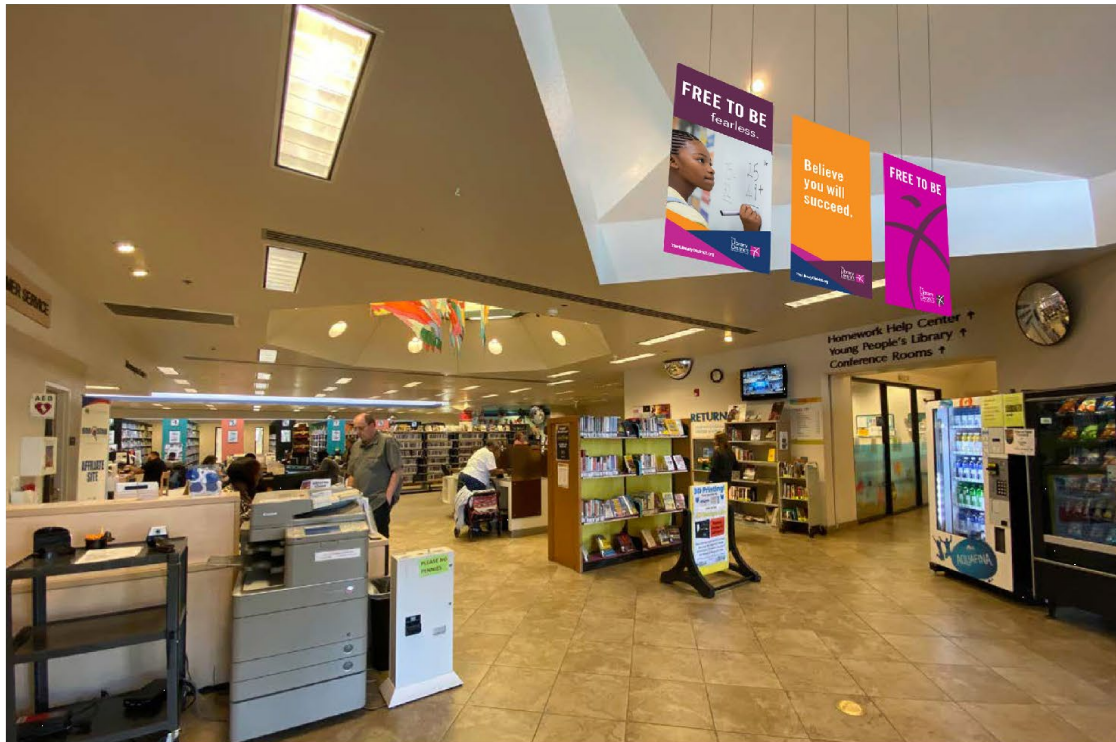


## WEST LAS VEGAS LIBRARY Exterior



Exterior – Theatre Entrance

## WEST LAS VEGAS LIBRARY Interiors



## SAHARA WEST LIBRARY

Signage is proportional to the scale of each branch and will vary by location.



Exterior – Main entrance



## SAHARA WEST LIBRARY Exterior



Exterior – Sahara Ave. street pole signs

## SAHARA WEST LIBRARY Interior



Interior – Main entrance to branch, wall graphic

## SAHARA WEST LIBRARY Interior



Each installation was selected to keep the signs out of reach of the public. The goal was also to avoid interference with air supply or sprinkler systems, and to ensure that it doesn't block interior views or natural lighting.



# A SAMPLE OF OUR OUTLYING BRANCHES

The background of the slide features a large magenta rectangle. Below it, there are three overlapping geometric shapes: a dark purple triangle on the left, an orange triangle in the center, and a dark blue triangle on the right. The text is centered in the magenta area.



## MESQUITE LIBRARY



Exterior – Parking lot side view

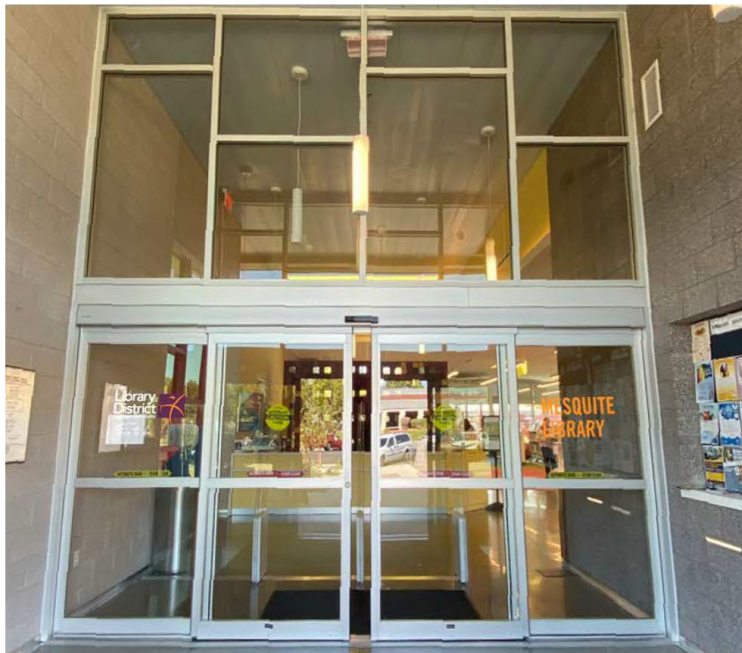


## MESQUITE LIBRARY Exterior



Exterior – Main entrance side

## MESQUITE LIBRARY Interior



Interior – Main entrance doors



## MESQUITE LIBRARY LEARNING CENTER Exterior



Exterior – Main entrance to Learning Center



## GOODSPRINGS LIBRARY



Exterior



Interior

## SEARCHLIGHT LIBRARY



Exterior



Interior



## SANDY VALLEY LIBRARY



Exterior



Interior

## SIGNAGE PROJECT NEXT STEPS

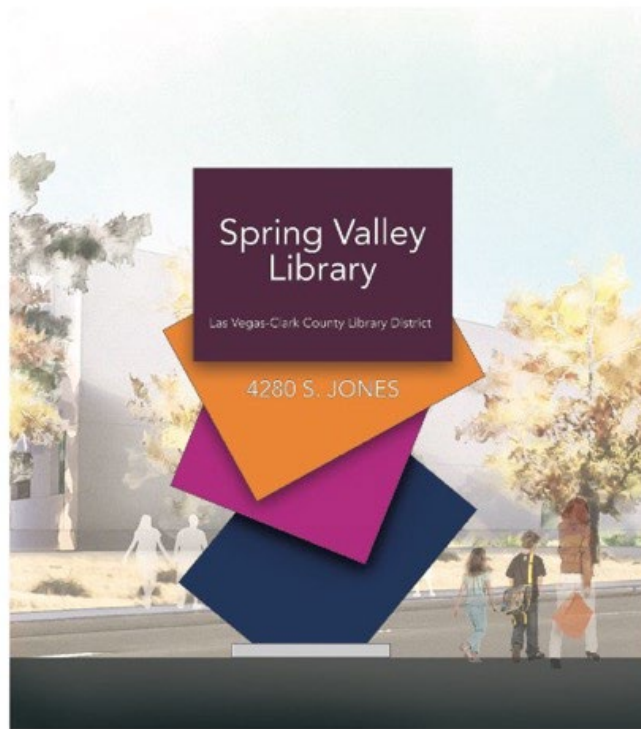
- The project was originally bid in April of 2020, to hire a sign company that could manage the production and installation of our building brand signage. However, due to COVID and the resulting budget considerations, the project was placed on hold.
- Under the guidance of Director Watson, the General Services and Branding & Marketing Departments are working with Simpson Coulter Studios to update the existing design and bid package.
- We anticipate releasing the bid by mid-August 2022, and expect to award the winning bid in early October 2022, in time to present it at that month's board meeting.

# EXTERIOR WAYFINDING SIGNAGE

Funds have been allocated and approved to permit General Services to review and adjust exterior Library District signs, where needed. These will include regulatory signs, building identification, vehicle and pedestrian wayfinding signs, and building and parking lot signs.

## SUGGESTED NEW MONUMENT SIGNS

A full assessment of all permanent and temporary signage will ensure that design standards, locations, and visibility are uniform across the District.



- Remove or modify landscaping as needed to increase visibility.
- Install possible new or modified monument signs at Centennial Hills and West Charleston Libraries.
- An example of this sign can be viewed at the East Las Vegas Library.

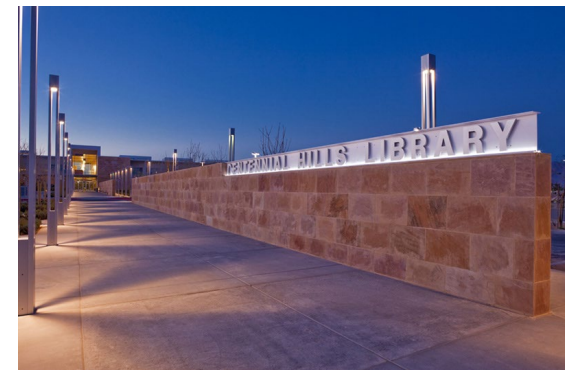


## EXTERIOR LIGHTING



Signage Lighting

Lighting reviews will examine whether our exterior signage lighting is bright enough.





## LIBRARY DIRECTIONAL SIGNAGE City/County



**A full assessment of City and County wayfinding signs.**



# THANK YOU!



**ITEM IV.B.**

**PROPOSED MINUTES  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES' FINANCE AND AUDIT COMMITTEE MEETING  
LAS VEGAS, NEVADA  
July 7, 2022**

The Board of Trustees' Finance and Audit Committee of the Las Vegas-Clark County Library District met in regular session via Zoom at 2:00 p.m., Thursday, July 7, 2022.

**Present:** Committee: K. Rogers, Chair N. Waugh  
K. Benavidez B. Wilson, ex-officio

Board: F. Ortiz

Counsel: G. Welt

Absent: S. Ramaker

Staff: Floresto Cabias, CFO

K. Rogers, Chair, called the meeting to order at 2:02 p.m.

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

**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.

<p><b>Update on the District’s financial operations. (For discussion only.) No action will be taken. (Item IV.)</b></p>	<p>Chair Rogers stated the item was for discussion only. He introduced CFO Floresto Cabias, who began by displaying a table of Consolidated Sales Tax (CTX) revenues. CTX had been collected through April 2022. There were 11% increases in CTX collections for both March and April, as compared to prior year collections, which is a positive sign. From July 2021 through February 2022, CTX collections averaged 26% over prior year collections. Consumer spending was up during the pandemic. However, with recent inflation, concerns regarding potential job losses and/or a potential recession, discretionary spending was slowing. However, with every month’s collections higher than the prior year, the District expects to finish strong regarding CTX collections.</p>
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The District's largest source of revenue is property taxes, which had remained very stable throughout the pandemic. Property values have increased. The District collected \$53.7 million through June 24<sup>th</sup>, which was higher than the prior year, and about \$600,000 over the budgeted amount, so far. Property tax revenues increased throughout the pandemic. \$59.2 million is budgeted for property taxes in Fiscal Year (FY) 2023, an 11% increase over FY 2022. This bodes well for the District. Any potential correction or fluctuation in property taxes would not be felt for one to two fiscal years. CFO Cabias said the district is comfortable regarding revenues in the short term, and expectations are almost certainly positive over the next few years.

**Minutes - Board of Trustees' Finance and Audit Committee Meeting  
July 7, 2022  
Page 2**

CFO Cabias stated the District can control expenditures. As of June 24<sup>th</sup>, expenditures are \$9 million under budget in salaries and benefits. It will be closer to \$7 million after year-end adjustments. The District budgets at 100 percent of positions being filled, however many positions have been held vacant, so savings were expected. Vacancies have been filled strategically, to fit service demands, generating significant salary savings that will contribute to future projects.

Chair Rogers asked for the estimated amount of additional CTX and property tax revenues the District expects to receive as compared to the FY 2022 budget. CFO Cabias responded that assuming 10% increases in CTX for May and June, the District will collect 29 million in CTX, while the State of Nevada projection of \$23.5 million was used for the FY22 budget. The actual CTX will be \$5 million or higher than projected.

Property tax revenues are much more reliable. FY 2022 collections were higher than budgeted, at \$53 million in FY 2022. At least \$59 million is expected in 2023. Chair Rogers noted that actual FY 2022 collections will be about \$8 million above projected.

Trustee Waugh asked if the correction of property taxes would impact future revenues. CFO Cabias said there could be a market correction of about five to ten percent in assessed property values. FY 2023 and much of FY 2024 values have already been assessed and levied, so the District wouldn't feel a potential decline in property values until future years.

Trustee Waugh asked about the primary residence tax cap of 8 percent being corrected to 3 percent for some residents. CFO Cabias said that those that were not corrected would result in some residents actually paying more in property taxes, meaning higher revenues for the District. The adjustment to 3 percent for those affected is expected to have minimal impact in future fiscal years, because property values are expected to continue increasing.

CFO Cabias continued detailing expenditures. Supplies and services savings are \$3 million under budget. By year end \$2.5 million savings is expected. This is because the District is not fully operational yet. The budget will increase in FY 2023.

Capital Outlay for materials is 15% of total budget, \$10.7 million. There is \$300,000 in savings.

CFO Cabias provided a summary of internal cash handling reviews Financial Services (FS) has been performing in preparation for a new auditing firm starting this year. The reviews and results will be ongoing, and reported on the Financial Services Board packet beginning in August. FS is also performing operational controls unrelated to financial reporting, for management review purposes, to ensure departments are performing optimally. Staff is developing audit plans for branches and all departments, including FS. He said other departments are also audited by outside agencies. For example, the Literacy Department is audited by the State of Nevada Department of Education. FS can help to ensure that all operations are in compliance with the requirements of any agency that could conduct an audit.

Chair Rogers said he would like included in subsequent Finance and Audit

**Minutes - Board of Trustees' Finance and Audit Committee Meeting**  
**July 7, 2022**  
**Page 3**

Committee meetings information regarding the scope of cash reviews and operation controls; how many transactions are observed; and any findings and recommendations. Also include a list of external audits and their results, management letters, recommendations, and conclusions, prior to going to the full Board of Trustees. CFO stated he would report to the Executive Director, then present to the Finance and Audit Committee and the full Board. So far, branches and departments were doing a good job. Upcoming reports will include more information, and will continue to be fine tuned.

Trustee Ortiz asked if staff was self-reporting information for library and grants audits, or if actual observations were being performed. CFO Cabias said FS was working with the Administrative Team to develop an overall audit plan for operational controls and identify major risks, to assure all interested parties that operations are performing as expected. FS performs observations periodically, random spot checks, and provides training, to prepare for financial and other external audits.

Executive Director Kelvin Watson explained he asked CFO Cabias to implement a model for FS to go to branches, using a checklist for cash handling. FS serves as the auditor and control for the District.

Trustee Waugh asked whether branch spot checks were for possible disciplinary purposes, or training opportunities. Executive Director Watson replied the observations are for training opportunities. Findings will be reported, as well as how any issues are fixed. Observations are for internal controls of programs, services, inventory, and resources. If something is found that seems over and above simple mistakes, and requires discipline, the District will take action accordingly.

Chair Rogers stated the internal audits should ensure proper internal controls and affirm that policies and procedures are current reflect how business is actually done. This allows the District to be prepared and stay audit-ready, and helps to reduce any findings. Chair Rogers supports the efforts, and offered to lend his expertise and experience.

Trustee Waugh appreciates that the intent is not punitive and hopes this alleviates any unfounded concerns of employees.

Chair Rogers noted that the revenues & expenditure savings are trending to total over \$15 million. CFO Cabias agreed, and said that, and savings from previous years, led to a transfer of \$34 million to the Capital Projects Fund in FY 2023, to fund large projects in upcoming years while maintaining healthy Ending Fund Balance in case of economic challenges in the future.

Chair Rogers commended the great work in managing the budget.

**Public Comment**  
**(Item V.)**

None.

**Adjournment**  
**(Item VI.)**

Chair Rogers adjourned the meeting at 2:37 p.m.



**Minutes - Board of Trustees' Finance and Audit Committee Meeting  
July 7, 2022  
Page 4**

Respectfully submitted,

Dr. Keith Rogers, Committee Chair



## ITEM V.A.

### CHAIR'S REPORT

#### SEPTEMBER 8, 2022 MEETING OF THE BOARD OF TRUSTEES

**Agenda Item #V.A.:** Possible Board discussion regarding the 2023 Board Meeting Schedule.

#### 2023 BOARD OF TRUSTEES PROPOSED MEETING DATES & LOCATIONS

January 19	Whitney Library
February 9	Windmill Library
March 9	West Las Vegas Library
April 20	Clark County Library
May 18	West Las Vegas Library
June 8	Clark County Library
July 13	Rainbow Library
August	No Meeting
September 14	Windmill Library
October 12	Sahara West Library
November 9	Centennial Hills Library
December 14	East Las Vegas Library

Notes:

1 - All meeting days are Thursday, with start time of 5:00 p.m.

**Recommended Action:** No vote is required for this item.



## ITEM VI.A.

### MEMORANDUM

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**DATE:** July 31, 2022  
**TO:** Board of Trustees  
**FROM:** Kelvin A. Watson, Executive Director  
**SUBJECT:** Executive Director's Monthly Report, July 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' September 8, 2022 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Hosted the Inaugural New Hire Roundtable Discussion for staff who have been hired from 0-3 years with the Library District. This roundtable discussion was to hear from the staff on any concerns, observations, or questions they may have since working with the Library District. This is also an opportunity for the staff to get to know the Director in a relaxed setting. There were 15 attendees at the first roundtable.

Met with Lisa Windom, Manager of the Springs Preserve to discuss potential partnership with the educational opportunities that the Springs Preserve offers and possibly being a part of their board.

Participated in the Regional Manager Interview Panel. A final candidate was selected and scheduled to start on August 29, 2022.

Participated as a speaker for Climate Resilient Libraries Panel as a part of the Special Libraries Association (SLA) Conference.

Met with Ron Scroggins of the NFL Alumni to discuss potential partnerships.

Attended potential partnership meeting with the Las Vegas Aviators. Library Foundation Fundraiser day will be on August 19 at the Las Vegas Ball Park. For each ticket sold, the Aviators will donate \$5 to the Library District Foundation.

Participated as an opening keynote panelist for the San Jose State University- iSchool Virtual Conference on Urban Librarianship: Embracing Challenges and Opportunities through Innovation, Leadership, and Best practices.

Hosted Library District Town hall Post Game meeting to discuss the 2026 strategic plan updates, goals, and obstacles to all staff in-person and via live stream.

Participated in the 2-day Programming Session for the new proposed West Las Vegas Library with KME Architects and LVCCLD Admin staff.

Met with Governor Sisolak as he toured the East Las Vegas One-Stop Career Center to highlight resources for jobseekers.

Participated as a panelist for LJ SirsiDynix Webinar, "Open Access and Social Justice: Upgrading Collections with Free Resources."

**I attended the following meetings/events during the month of July:**

- Participated in the Library Operations Meeting
- Cell Phone Lending Program Interview
- Participated in Library Directors Monthly call
- Attended Local Library Directors Meeting
- Participated in the Board of Trustees Finance and Audit Committee Meeting
- Participated in the monthly grant meeting
- Interview with Enterprising People Radio
- Attended the July ACC luncheon
- Attended the BCALA Presidential Advisory Committee
- Evaluation Kickoff for City of Las Vegas African American Museum & Cultural Center Master Planning
- Met with League of Minority Voters
- Met with Trustee Foyt and Stephanie Stallworth, Director of Public and Community Relations of Cox
- Metaverse Library Discussion with Reminisce Preservation
- Visited Whitney Library
- West Charleston Library Walkthrough of Employ Youth Hub & Teen Zone

SENATOR JACKY ROSEN  
NEVADA



July 29, 2022

Dear Kelvin,

Congratulations on being honored by the International Career and Business Alliance at the 2022 ICABA Salutes Men Who Lead Awards Luncheon & Leadership Summit. Your work has demonstrated a commitment to expanding library outreach and services, especially to underserved and diverse populations. Thank you for your dedication to uplifting and empowering the Las Vegas community through libraries and beyond.

I am pleased to join your friends and family in commending you on this achievement. Please know that my staff and I are available to you and your team as a resource.

Sincerely,

A handwritten signature in black ink, appearing to read "Jacky Rosen", written in a cursive style.

Jacky Rosen

U.S. Senator for Nevada





## ITEM VI.A.

### MEMORANDUM

---

**DATE:** August 31, 2022  
**TO:** Board of Trustees  
**FROM:** Kelvin A. Watson, Executive Director  
**SUBJECT:** Executive Director's Monthly Report, August 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' September 8, 2022 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Attended the Las Vegas City Council Meeting to do a presentation on the new proposed West Las Vegas Library and plans to move interlocal agreement.

Hosted the finale 100 Black Men of Las Vegas Book club Discussion at West Las Vegas Library.

Attended the ribbon Cutting Opening Ceremony for the Employ NV Youth Hub at west Charleston Library.

Met with Gian Brosco from Community Partnerships Foundation, along with JoAnn Prevetti, Development Director to discuss future donors and partnerships

Met with Congresswoman Susie Lee regarding Industry Sector Partnership Grant and participated in a roundtable discussion: How to Benefit Workforce Development in Our Community.

Attended the Hope for Prisoners Summer of Healing Luncheon and Panel Discussion at the Culinary Academy of Las Vegas.

Speaker for North Carolina Library Association: Leading Beyond Words.

Speaker at the Las Vegas Rotary Club Meeting on youth literacy, education, and life skills development.

Appointed as a member of the Commission on Education Technology for the State of Nevada by Governor Steve Sisolak. The term is from August 1, 2022 through July 31, 2024.

**I attended the following meetings/events during the month of August:**

- Attended the GoDaddy Venture Forward Presentation to implement world-class training for local micro-businesses through our partnerships with the Employ NV Business Hubs
- Attended the Summer Youth Internship Ceremony
- Met with Janet Uthman, Cox Market President
- Met with Marc Goodman, along with JoAnn Prevetti
- Evaluation Meeting for African American Museum and Cultural Center Master Planning
- Attended the Congresswoman Titus Event with Congressman Adam Schiff
- Attended the Library Operations Meeting
- Met with Trustee Foyt and Shelly Berkley
- Interviewed with Enterprising People Radio Show
- Met with Senator Mo Denis, along with JoAnn Prevetti
- Attended the monthly grant meeting
- Met with Chris Way, along with JoAnn Prevetti



*To All to Whom These Presents Shall Come, Greetings:*

KNOW YE, That reposing special trust and confidence in the loyalty, integrity, and ability of, Kelvin Watson, I, STEVE SISOLAK, Governor of the State of Nevada, by the Authority vested in me by the Constitution and laws thereof, do hereby

**APPOINT AND COMMISSION**

**KELVIN WATSON**

**A MEMBER OF THE**

**COMMISSION ON EDUCATIONAL TECHNOLOGY**

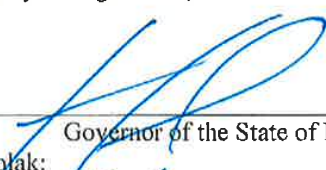
**FOR THE STATE OF NEVADA**

This appointment is made pursuant to the laws of this State (NRS 388.790) and I authorize the appointee to discharge, according to law the duties of said office, and to hold and enjoy the same, together with all the powers, privileges and emoluments thereunder appertaining for the term beginning August 01, 2022 and ending July 31, 2024.


IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Nevada. Done at Carson City, Nevada this 12<sup>th</sup> day of August A.D., 2022.



By Governor Steve Sisolak:

  
Governor of the State of Nevada

  
Secretary of State of Nevada

  
Deputy

## ITEM VI.A.1.a.



### MEMORANDUM

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

FROM: Leo Segura, Library Operations Director

DATE: July 31, 2022

SUBJECT: Library Operations Report, August 2022

This report provides an overview of the Library Operations initiatives, including 25 Branch Libraries and the Misdemeanant Jail Library. This report covers **July 1 – July 30, 2022**.

### POWERFUL PEOPLE



- Whitney Branch Manager **Billy Allen** received an award from the July 16<sup>th</sup> "Coast To Coast Book Expo" for service in the community at Walnut recreation center. The annual Expo celebrates children's book literacy from self-published authors. This day of fun with the family featured authors from all over the country, as well as book signings, interviews with featured authors, storytelling, musical performances, and more!
- Library Operations concluded recruitments for one (1) Adult Services Assistant, seven (7) Pages, three (3) Customer Service Assistants, two (2) Multiservice Assistant, three (3) Youth Service Assistants, one (1) Youth Services Librarian, and a Regional Manager.

I am happy to announce that Kevin Maas, Arapahoe CO Branch Supervisor, accepted the Regional Manager position, and we anticipate his start date as August 29, 2022.

The Regional Managers will be assigned one of three locations East (Kevin), West (Roslyn), and North (Chantel).

Chantel will oversee **CH**, BK, MQ, MT, MV, RB, SM, and WV

Roslyn will oversee **WM**, BD, EN, IS, MC, SW, SV, and WC.

Kevin will oversee **CC**, EV, GS, LA, ME, SA, SE, SU, and WH.

Regional Managers will continue to meet regularly and have obligations at Windmill but will also have their laptops and a landing pad in the branch. Committee and additional responsibilities will be determined once the team is fully assembled and trained.



Library Operations Report  
Page 2

Kevin has worked in leadership for over 25 years, the last ten being with Arapahoe Libraries in Denver, CO. He prides himself on working alongside his team and being committed to their development by coaching at the moment. He leads with compassion and a genuine nature, creating an atmosphere of collaboration and constant feedback. He has a passion for inspiring growth for everyone he works with.

Kevin started his management career in retail and food service, managing coffee shops and several retail stores before starting his library career. He is committed to high-level customer service and bringing individualized service to the community he works in. In 2017 Kevin returned to school to earn his Master of Management in Libraries and Information Sciences degree from the University of Southern California.

He has lived in Colorado his whole life but is beyond excited to join the amazing Las Vegas community. While an avid Denver sports fan (Go Avs, Nuggets, and Buffaloes!), he is looking forward to exploring the local sports teams. His love of Star Wars borders on concerning but luckily there is plenty to keep him busy building new Lego sets every chance he gets.

- Library Operations would like to say best of luck and best wishes to ten (10) staff members moving on from the District in July.
- Met with Lance Ledet, from Nevada Assistive Technology Resource Center (NATRC) to discuss implementing assistive device petting zoos with opportunities for folks to reach out to the NATRC to obtain free or subsidized assistive technology.

Assistive technology (AT) is any item, piece of equipment, software program, or product system that is used to increase, maintain, or improve the functional capabilities of persons with disabilities. It might help with speaking, writing, hearing, remembering, learning, walking and mobility, driving, and many other activities of daily living. We are looking at demoing adjustable height desks, captioned phones, and iPads with assistive software among other items.

- In June 2022, LVCCLD signed up **6,283 new library card** users, a 22% increase over the same period in 2021 and 81% of pre-pandemic numbers.
- **Gate count** continued to improve overall with a 16% increase from June 2021 and 68% of pre-pandemic numbers. East Las Vegas is showing an 40% drop due significantly to corrections in reporting practices. Rainbow was down 54% in part due to a faulty door counter that has been corrected. In June **343,527** folks come into the library for services and programming.
- During June, staff answered **37,304 reference questions** and conducted **16 computer classes** for **32 customers**.
- **Volunteer hours** continued their increase as our volunteers logged **1,676 hours** of service to the Library District.
- **19 Homeschool sessions** were logged.
- **Wi-Fi** usage was recorded at **47,250 sessions**.



**POWERFUL PLACES**

- Library Branches improved overall **circulation** to **871,663 items** for June 2022, a 17% increase over June 2021 and were at 85% of pre-pandemic numbers. The District's libraries are well used ranking seventh (7th) nationwide in 2020 for the number of library visits\*\*, and thirteenth (13th) for total circulation. \*\* In Fiscal Year 2022, 9.5 million items were checked out and 3.48 million people visited District branches in person to check out books, attend a storytime, use public computers, attend a workshop, enjoy a musical performance, hear an author speak, or just read or study in a clean, safe, pleasant place.
- Windmill Library Staff in June processed **91 passport applications** and collected **\$4,136** in fees.
- **PC internet sessions** for June 2022 were at **86,898**.
- **Las Vegas Misdemeanant Jail** circulated **1,512 items** and answered **70 reference questions**.

\*\*PLS 2020 data: [https://www.imls.gov/sites/default/files/2022-07/pls\\_fy2020\\_csv.zip](https://www.imls.gov/sites/default/files/2022-07/pls_fy2020_csv.zip)

**POWERFUL PARTNERSHIPS**

- Worked with **Darren Gibbs**, City of Las Vegas to successfully extend the Misdemeanant Jail Library contract through FY 2023.
- Worked with North Las Vegas Library Director **Forrest Lewis** and Boulder City Library Director **Kimberly Diehm** to renew the automation contracts so they could take them before their respective Boards. North Las Vegas was approved and signed in July and Boulder City is expected to be signed in August.
- LO concluded a Chromebook checkout opportunity with the Southern Nevada Regional Housing Authority (SNRHA) at the Marble Manor Community Center in the Historic West Las Vegas Neighborhood on July 19<sup>th</sup>. Special thanks to Regional Manager **Chantel Clark**, Support Manager **Ermal Reinhart**, West Las Vegas Branch Manager **Lenika Coleman**, West Charleston Computer Lab Manager **John Culliver**, and East Las Vegas Computer Lab Assistant **Kathia Hernandez** for helping me with this event. Not only did they help lend forty-six (46) Chromebooks at the event, but they did so without air conditioning and then stayed on during the City of Las Vegas' community meeting to contribute to the discussion regarding needs and possible improvements for the neighborhood.
- Executive Director Kelvin Watson and 100 Black Men of Las Vegas Chapter Community Outreach Lead Mel Tillar hosted several reading and conversation opportunities, and hosted four showings



Library Operations Report  
Page 4

of the film featuring ***The Hate U Give*** by Amanda Thomas. Special thanks to the Windmill's **Anna Allred**, West Las Vegas' **Lenika Coleman**, **Loraine Gates**, and **Lisa Gibson** Sahara West's **Lorinda Soto** and **Gene Smith** and the regional managers for making sure that the films and events were able to happen.

- Roslyn Dean coordinated partner training at 25 branches for VR Headsets with our SANDI grant partners.
- Project REAL Booklets have been restocked and remain available at your favorite library. The booklets empower youth to make the right decision for themselves by teaching them about the laws that may affect their lives when they turn 18.
- Mobile Vet Clinic by Henderson Vet Center visited the Laughlin Library. These satellite facilities provide select services with the same community, care, and confidentiality in a non-medical setting.



The Mobile Vet Center came out to connect our vets with services and benefits.

## POWERFUL PLATFORMS

- Regional Manager **Clark** worked with DEIA subcommittee member **Blanca Azucena** met with HR Recruiter **Randi Walton** to identify recruitment and retention strategies for recruiting and retaining diverse talent.
- Laughlin Library teamed up with their local Chambers Foundation to distribute 275 Personal Protective Equipment (PPE) kits at the library.
- The **zSpace computers** have arrived at Windmill and Mesquite Libraries.



Our library partnered up with the local Chamber and CDC Foundation by giving away **275** PPE Kits. Each kit contained four COVID home tests, cloth masks, KN95s, hand sanitizer and gloves!

### When customers ask what is a zSpace.

In a nutshell zSpace combines elements of AR/VR, on a computer or a laptop, to create lifelike experiences that are immersive and interactive. Each zSpace computer allows students to manipulate virtual, 3D objects ranging from the human heart to helicopters to learn concepts in core academic and CTE courses. Customers using the desktop version will need to wear zSpace glasses which will keep at the desk. Customs who are watching someone on the desktop version will need to wear the blue glasses to get the 3D effect.

- **Typing Tests:** Windmill Library began a trial offering certified timed typing tests to customers.
  - Test taker must present a valid government-issued photo ID before taking the test.

Library Operations Report  
Page 5

- Cost of the typing test is \$25.00 payable before the test.
- Tests will be administered by appointment only.
- Tests must be scheduled with the proctor a minimum of 24 hours in advance.
- Tests will be administered only on library owned computers.
- Tests will be scheduled at library discretion during normal library hours and completed no later than 45 minutes prior to closing.
- Proctors will view test via remote access. No certificate will be issued by the proctor if the test taker commits any perceived rule violation.
- Librarians will only proctor typing test they launched from the District's subscriptions.
- 1, 3 or 5 minute test can be used. ***It is the test takers responsibility to select the appropriate test.***
- Test takers will have a 5 minute practice test.
- Test takers will be given three live attempts. The highest result will be used on the typing certificate.
- Test takers must wait at least 24 hours before scheduling a second test.
- Librarians will only issue a typing certificate for results observed by proctor.
- Typing certificate will list: Name of applicant, date of test, length of test, gross words per minute, number of errors and net words per minute. Typing certificate will be signed by proctor and list the proctors' contact information for test verification.
- Certificate is issued on District letterhead, and display a library
- The very talented youth services team at the Sunrise Library has taken their very popular shadow puppet show, The Wolf Who Shreds, on the road for Summer Challenge!
  - Show Details:
    - Story written by Dani Dewar and Anthony Allen
    - Illustrations by Natalia Tabisaura
    - Performed by Natalia Tabisaura, Dani Dewar, and Anthony Allen
    - Voice Acting performances by Dani Dewar, Anthony Allen, Natalia Tabisaura, Cristina Giannone, Diana Palacio, Rebecca Zisch, Scott Clonan, Kelvin Watson
    - Guitar performed by Mayra Corn and Anthony Allen



...

Library Operations Report  
Page 6**MEMORANDUM**

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

**FROM:** Leo Segura, Library Operations Director

**DATE:** August 15, 2022

**SUBJECT:** Security Report, August 2022

This report provides security information and safety-related incidents in District branches from **June 1, 2022 – to June 30, 2022.**

	Branch	Incident Reports				Jul-20		Jul-21	
		Jun-21	Jun-22	Difference	% Change	Jun-21	to June-22	Difference	% Change
Urban Branches	CENTENNIAL HILLS LIBRARY	2	0	-2	-100.0%	18	11	-7	-38.9%
	CLARK COUNTY LIBRARY	19	29	10	52.6%	218	241	23	10.6%
	EAST LAS VEGAS LIBRARY	6	2	-4	-66.7%	56	69	13	23.2%
	ENTERPRISE LIBRARY	1	3	2	200.0%	50	42	-8	-16.0%
	MEADOWS LIBRARY	0	0	0	0.0%	0	4	4	0.0%
	RAINBOW LIBRARY	2	4	2	100.0%	29	24	-5	-17.2%
	SAHARA WEST LIBRARY	4	5	1	25.0%	46	48	2	4.3%
	SPRING VALLEY LIBRARY	5	8	3	60.0%	43	56	13	30.2%
	SUMMERLIN LIBRARY	1	4	3	300.0%	7	23	16	228.6%
	SUNRISE LIBRARY	1	0	-1	-100.0%	6	28	22	366.7%
	WEST CHARLESTON LIBRARY	6	9	3	50.0%	52	77	25	48.1%
	WEST LAS VEGAS LIBRARY	4	11	7	175.0%	60	56	-4	-6.7%
	WHITNEY LIBRARY	4	4	0	0.0%	62	85	23	37.1%
	WINDMILL LIBRARY	1	2	1	100.0%	28	31	3	10.7%
Urban Total		56	81	25	44.6%	675	795	120	17.8%

	Branch	Incident Reports				Jul-20		Jul-21	
		Jun-21	Jun-22	Difference	% Change	Jun-21	to June-22	Difference	% Change
Outlying Branches	BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	1	1	0.0%
	BUNKERVILLE LIBRARY	0	0	0	0.0%	4	2	-2	-50.0%
	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	2	1	100.0%	7	10	3	42.9%
	MESQUITE LIBRARY	2	1	-1	-50.0%	18	12	-6	-33.3%
	MOAPA TOWN LIBRARY	0	0	0	0.0%	2	0	-2	-100.0%
	MOAPA VALLEY LIBRARY	0	0	0	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	3	0	0.0%	32	34	2	6.3%
Grand Total		59	84	25	42.4%	707	829	122	17.3%

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

Library Operations Report  
Page 7

In June 2022, there were **84** incidents, an **increase of 42.4%** from the total experience in June 2021 and 37.3% more than June 2019. During this period, the District recorded **343,527** in-person visits. **This ratio is one incident for every 4,090 visits.**

Branch	Incident Reports				Jul-18		Jul-21		
	Jun-19	Jun-22	Difference	% Change	to June-19	to June-22	Difference	% Change	
<b>Urban Branches</b>									
CENTENNIAL HILLS LIBR	3	0	-3	-100.0%	25	11	-14	-56.0%	
CLARK COUNTY LIBRARY	14	29	15	107.1%	193	241	48	24.9%	
EAST (LAS VEGAS) LIBR	2	2	0	0.0%	76	69	-7	-9.2%	
ENTERPRISE LIBRARY	2	3	1	50.0%	44	42	-2	-4.5%	
MEADOWS LIBRARY	0	0	0	0.0%	2	4	2	100.0%	
RAINBOW LIBRARY	1	4	3	300.0%	25	24	-1	-4.0%	
SAHARA WEST LIBRARY	3	5	2	66.7%	48	48	0	0.0%	
SPRING VALLEY LIBRARY	5	8	3	60.0%	42	56	14	33.3%	
SUMMERLIN LIBRARY	2	4	2	100.0%	27	23	-4	-14.8%	
SUNRISE LIBRARY	4	0	-4	-100.0%	27	28	1	3.7%	
WEST CHARLESTON LIB	1	9	8	800.0%	41	77	36	87.8%	
WEST LAS VEGAS LIBRA	6	11	5	83.3%	43	56	13	30.2%	
WHITNEY LIBRARY	16	4	-12	-75.0%	124	85	-39	-31.5%	
WINDMILL LIBRARY	0	2	2	0.0%	44	31	-13	-29.5%	
<b>Urban Total</b>	<b>59</b>	<b>81</b>	<b>22</b>	<b>37.3%</b>	<b>761</b>	<b>795</b>	<b>34</b>	<b>4.5%</b>	

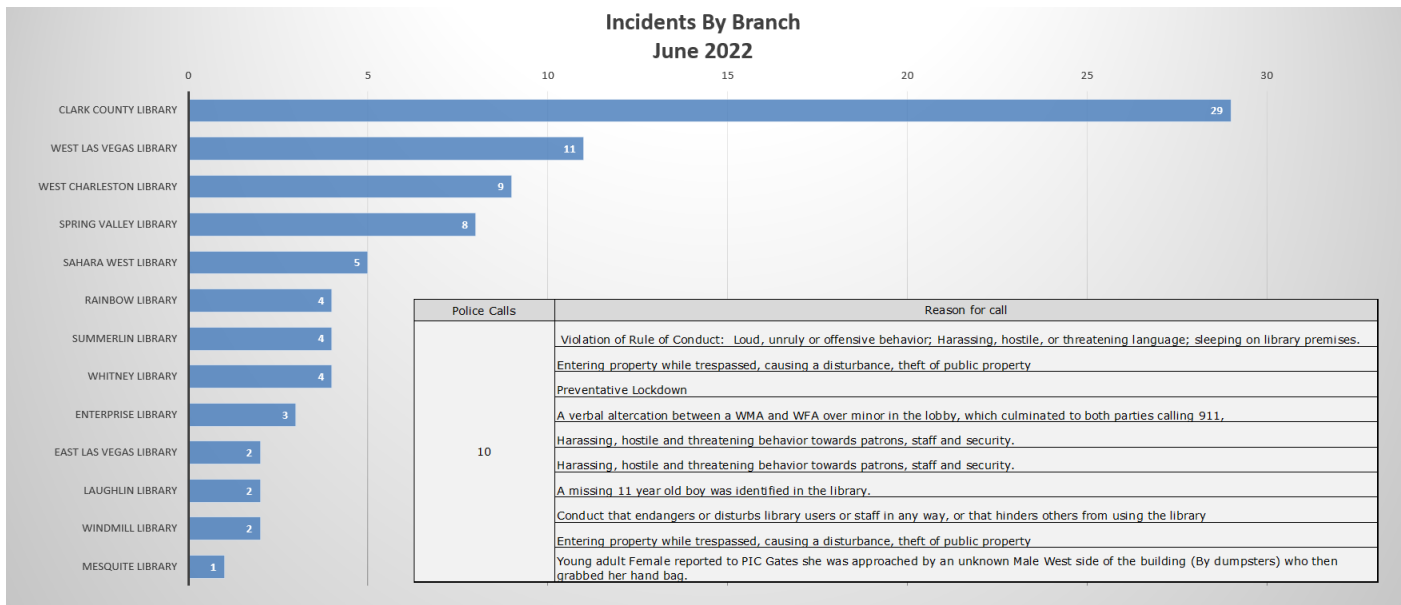
Branch	Incident Reports				Jul-18		Jul-21		
	Jun-19	Jun-22	Difference	% Change	to June-19	to June-22	Difference	% Change	
<b>Outlying Branches</b>									
BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	1	1	0.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
INDIAN SPRINGS LIBRA	0	0	0	0.0%	1	2	1	100.0%	
LAUGHLIN LIBRARY	2	2	0	0.0%	11	10	-1	-9.1%	
MESQUITE LIBRARY	1	1	0	0.0%	31	12	-19	-61.3%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	0	7	7	0.0%	
MT CHARLESTON LIBRAI	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%	
<b>Outlying Total</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0.0%</b>	<b>44</b>	<b>34</b>	<b>-10</b>	<b>-22.7%</b>	
<b>Grand Total</b>	<b>62</b>	<b>84</b>	<b>22</b>	<b>35.5%</b>	<b>805</b>	<b>829</b>	<b>24</b>	<b>3.0%</b>	

June 2022, incidents bucked the typical trendline and increased in activity . Incidents include all types of activity, not just disturbances with customers.



The **Clark County Library** recorded the highest number of incidents at **29 incidents**. The remaining branches reported between **zero (0)** and **eleven (11)** incidents.



Library Operations Report  
Page 8

ADULT TRESPASS [ 1 YEAR ]	6
CLARK COUNTY LIBRARY	2
ENTERPRISE LIBRARY	1
SPRING VALLEY LIBRARY	1
WEST CHARLESTON LIBRARY	2
ADULT BAN [ LESS THAN 1 YEAR ]	4
CLARK COUNTY LIBRARY	2
EAST LAS VEGAS LIBRARY	1
SPRING VALLEY LIBRARY	1

For June 2022, the staff made ten (10) calls to law enforcement and banned seven (10) customers. Six (6) adults received a one-year trespass while four (4) adults received a shorter partial-year ban.

## JUNE 2022 INCIDENT TYPE

District

45

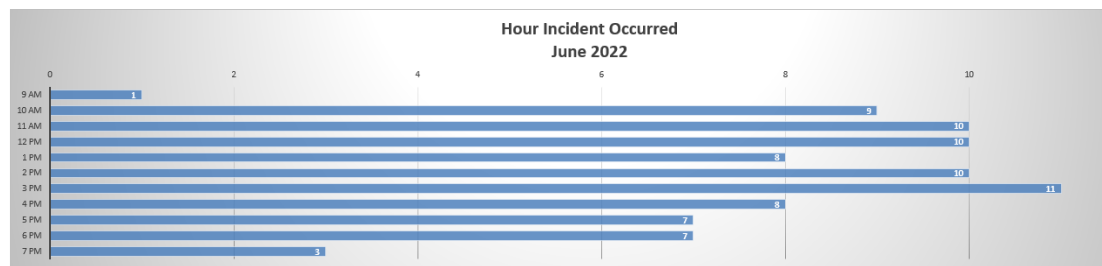
most  
at  
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visits.

Two (2) FixIt Clark County tickets were submitted.



branch staff encountered customer disturbances, accounting for incident types **53.6%**. This is **28.6%** increase in customer disturbances June 2021. **ratio is one disturbance every 7,634**

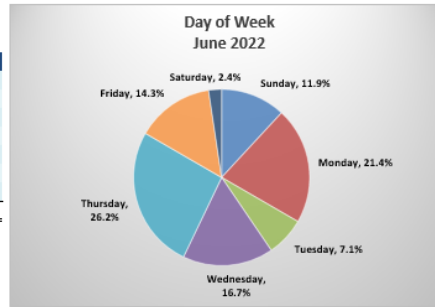
Hour Incident Occurred	Total	%
9 AM	1	1.2%
10 AM	9	10.7%
11 AM	10	11.9%
12 PM	10	11.9%
1 PM	8	9.5%
2 PM	10	11.9%
3 PM	11	13.1%
4 PM	8	9.5%
5 PM	7	8.3%
6 PM	7	8.3%
7 PM	3	3.6%
Grand Total	84	100.0%



Most incidents occurred near midday when we have the most people in the library with a spike toward closing.

Library Operations Report  
Page 10

Day of Week	Total	%
Sunday	10	11.9%
Monday	18	21.4%
Tuesday	6	7.1%
Wednesday	14	16.7%
Thursday	22	26.2%
Friday	12	14.3%
Saturday	2	2.4%
Grand Total	84	100.0%



Similarly, Monday through Thursday have the potential for more incidents because we are open more hours. For June 2022, Thursday had the highest number of incidents at 22 or 26.2% of the total.

Library Name	June	Total incidents 2021-2022	INCIDENTS PER 10K SQ. FT.	Incidents per PIC
Blue Diamond	0	1	10.00	0.67
Bunkerville	0	2	16.67	1.33
Centennial Hills	0	11	2.41	1.38
Clark County	29	241	20.08	17.21
East Las Vegas	2	69	16.82	11.50
Enterprise	3	42	15.97	8.40
Goodsprings	0	0	0.00	0.00
Indian Springs	0	2	16.67	1.33
Laughlin	2	10	6.43	1.25
Meadows Library	0	4	49.20	2.67
Mesquite Learning Center	0	10	18.30	3.33
Mesquite Library	1	2	1.50	0.25
Moapa Town	0	0	0.00	0.00
Moapa Valley	0	7	14.89	1.17
Mt. Charleston	0	0	0.00	0.00
Rainbow	4	24	8.96	3.00
Sahara West	5	48	3.93	4.36
Sandy Valley	0	0	0.00	0.00
Searchlight	0	0	0.00	0.00
Spring Valley	8	56	22.40	6.22
Summerlin	4	23	5.73	3.83
Sunrise	0	28	12.17	4.67
West Charleston	9	77	19.79	9.63
West Las Vegas(excluding Theater)	11	56	18.25	6.22
Whitney	4	85	34.69	12.14
Windmill Library and Service Center	2	31	2.18	3.44
		<b>Total Incidents</b>	<b>Average</b>	<b>Average</b>
		<b>829</b>	<b>10.94</b>	<b>5.75</b>

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Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Monthly Statistics  
Year over Year  
June 2019 / June 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	61,194	36,511	-24,683	-40%	640,215	373,261	-266,954	-42%	35,739	22,690	-13,049	-37%	404,966	243,611	-161,355	-40%
	Clark County	45,299	16,582	-28,717	-63%	580,298	209,782	-370,516	-64%	55,105	38,737	-16,368	-30%	580,139	379,214	-200,925	-35%
	Enterprise	36,218	17,733	-18,485	-51%	421,925	199,477	-222,448	-53%	27,378	19,260	-8,118	-30%	318,533	207,736	-110,797	-35%
	East Las Vegas	35,923	12,276	-23,647	-66%	228,035	151,879	-76,156	-33%	38,271	23,031	-15,240	-40%	349,239	316,977	-32,262	-9%
	Meadows	2,378	408	-1,970	-83%	37,794	5,633	-32,161	-85%	3,019	2,001	-1,018	-34%	38,395	14,549	-23,846	-62%
	Rainbow	45,538	22,460	-23,078	-51%	548,131	261,117	-287,014	-52%	39,810	18,184	-21,626	-54%	466,718	270,396	-196,322	-42%
	Sahara West	64,219	36,492	-27,727	-43%	722,622	423,457	-299,165	-41%	48,294	32,744	-15,550	-32%	550,955	320,453	-230,502	-42%
	Spring Valley	36,328	15,690	-20,638	-57%	460,468	181,525	-278,943	-61%	32,981	59,139	26,158	79%	385,952	258,826	-127,126	-33%
	Summerlin	35,085	21,410	-13,675	-39%	379,619	239,102	-140,517	-37%	20,734	19,781	-953	-5%	273,824	186,988	-86,836	-32%
	Sunrise	39,636	15,379	-24,257	-61%	520,950	177,107	-343,843	-66%	25,813	12,751	-13,062	-51%	342,739	205,850	-136,889	-40%
	West Charleston	33,599	13,103	-20,496	-61%	402,527	167,897	-234,630	-58%	26,085	18,665	-7,420	-28%	343,948	192,634	-151,314	-44%
	West Las Vegas	14,200	3,746	-10,454	-74%	176,477	50,543	-125,934	-71%	25,200	12,620	-12,580	-50%	292,908	167,498	-125,410	-43%
	Whitney	37,124	16,678	-20,446	-55%	460,037	205,567	-254,470	-55%	53,456	15,132	-38,324	-72%	587,383	190,204	-397,179	-68%
	Windmill	60,975	34,939	-26,036	-43%	662,625	367,744	-294,881	-45%	31,867	22,341	-9,526	-30%	367,037	239,490	-127,547	-35%
	Urban Totals	547,716	263,407	-284,309	-52%	6,241,723	3,014,091	-3,227,632	-52%	463,752	317,076	-146,676	-32%	5,302,736	3,194,426	-2,108,310	-40%
Outlying Branches	Blue Diamond	314	278	-36	-11%	4,169	3,473	-696	-17%	527	370	-157	-30%	7,931	3,637	-4,294	-54%
	Bunkerville	805	325	-480	-60%	6,490	2,907	-3,583	-55%	1,868	1,323	-545	-29%	25,363	11,451	-13,912	-55%
	Goodsprings	1,215	425	-790	-65%	13,342	4,866	-8,476	-64%	552	278	-274	-50%	5,728	5,613	-115	-2%
	Indian Springs	1,823	1,239	-584	-32%	22,818	9,443	-13,375	-59%	3,082	3,848	766	25%	25,796	21,368	-4,428	-17%
	Laughlin	10,603	4,372	-6,231	-59%	133,442	61,786	-71,656	-54%	7,102	4,183	-2,919	-41%	98,775	43,243	-55,532	-56%
	Mesquite	13,552	7,031	-6,521	-48%	157,740	85,037	-72,703	-46%	14,764	9,629	-5,135	-35%	168,078	123,426	-44,652	-27%
	Moapa Town	1,121	445	-676	-60%	9,650	3,680	-5,970	-62%	824	490	-334	-41%	8,033	4,304	-3,729	-46%
	Moapa Valley	7,609	3,844	-3,765	-49%	81,875	43,377	-38,498	-47%	12,496	3,199	-9,297	-74%	124,317	49,940	-74,377	-60%
	Mt. Charleston	485	344	-141	-29%	5,029	2,705	-2,324	-46%	906	986	80	9%	8,973	9,109	136	2%
	Sandy Valley	2,178	563	-1,615	-74%	25,932	8,035	-17,897	-69%	1,247	984	-263	-21%	15,988	10,222	-5,766	-36%
	Searchlight	521	359	-162	-31%	9,824	4,342	-5,482	-56%	806	1,161	355	44%	12,213	10,877	-1,336	-11%
	Outlying Totals	40,226	19,225	-21,001	-52%	470,311	229,651	-240,660	-51%	44,174	26,451	-17,723	-40%	501,195	293,190	-208,005	-42%
Misc.	ILL	334	280	-54	-16%	4,955	3,455	-1,500	-30%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Metro	2,221	2,018	-203	-9%	26,608	15,122	-11,486	-43%	95	0	-95	-100%	875	0	-875	-100%
	Outreach	4,622	1,262	-3,360	-73%	71,812	19,121	-52,691	-73%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	eMedia	224,335	271,306	46,971	21%	2,373,858	3,104,604	730,746	31%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Online Renewals	209,560	313,928	104,368	50%	2,439,568	3,122,194	682,626	28%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Vending Machine	0	237	237	NA	0	237	237	NA	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Misc. Totals	441,072	589,031	147,959	34%	4,916,801	6,264,733	1,347,932	27%	95	0	-95	-100%	875	0	-875	-100%
Grand Totals		1,029,014	871,663	-157,351	-15%	11,628,835	9,508,475	-2,120,360	-18%	508,021	343,527	-164,494	-32%	5,804,806	3,487,616	-2,317,190	-40%

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

1

Las Vegas - Clark County Library District

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Monthly Statistics  
Year over Year  
June 2019 / June 2022\*

	New Library Card				2019	2022					PC Internet Sessions				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	692	636	-56	-8%	6,536	4,734	-1,802	-28%	4,788	2,099	-2,689	-56%	55,117	22,080	-33,037	-60%			
	Clark County	788	544	-244	-31%	9,174	6,140	-3,034	-33%	9,054	5,409	-3,645	-40%	101,185	66,282	-34,903	-34%			
	Enterprise	430	338	-92	-21%	4,770	3,042	-1,728	-36%	2,908	2,131	-777	-27%	35,664	21,682	-13,982	-39%			
	East Las Vegas	1,297	446	-851	-66%	6,874	5,052	-1,822	-27%	8,444	4,035	-4,409	-52%	61,943	48,916	-13,027	-21%			
	Meadows	45	19	-26	-58%	518	285	-233	-45%	378	125	-253	-67%	4,249	1,601	-2,648	-62%			
	Rainbow	557	435	-122	-22%	6,108	3,742	-2,366	-39%	4,204	2,639	-1,565	-37%	51,316	30,931	-20,385	-40%			
	Sahara West	753	578	-175	-23%	7,817	5,993	-1,824	-23%	5,025	2,838	-2,187	-44%	60,153	34,108	-26,045	-43%			
	Spring Valley	392	318	-74	-19%	4,759	2,990	-1,769	-37%	6,937	3,209	-3,728	-54%	79,424	40,479	-38,945	-49%			
	Summerlin	376	413	37	10%	3,418	3,123	-295	-9%	2,112	1,515	-597	-28%	24,144	12,751	-11,393	-47%			
	Sunrise	561	313	-248	-44%	10,336	3,360	-6,976	-67%	5,844	2,222	-3,622	-62%	69,328	27,349	-41,979	-61%			
	West Charleston	406	263	-143	-35%	4,346	2,388	-1,958	-45%	3,689	2,270	-1,419	-38%	43,993	26,637	-17,356	-39%			
	West Las Vegas	282	209	-73	-26%	3,436	2,142	-1,294	-38%	4,994	2,916	-2,078	-42%	57,910	29,316	-28,594	-49%			
	Whitney	484	288	-196	-40%	5,530	3,947	-1,583	-29%	4,650	3,006	-1,644	-35%	54,288	32,255	-22,033	-41%			
	Windmill	869	748	-121	-14%	8,272	5,536	-2,736	-33%	5,216	2,465	-2,751	-53%	62,499	28,915	-33,584	-54%			
Urban Totals	7,932	5,548	-2,384	-30%	81,894	52,474	-29,420	-36%	68,243	36,879	-31,364	-46%	761,213	423,302	-337,911	-44%				
Outlying Branches	Blue Diamond	1	1	0	0%	17	29	12	71%	23	2	-21	-91%	347	128	-219	-63%			
	Bunkerville	3	4	1	33%	18	26	8	44%	68	29	-39	-57%	674	351	-323	-48%			
	Goodsprings	0	1	1	NA	15	14	-1	-7%	41	50	9	22%	180	473	293	163%			
	Indian Springs	4	3	-1	-25%	54	110	56	104%	188	202	14	7%	1,971	1,120	-851	-43%			
	Laughlin	76	51	-25	-33%	971	700	-271	-28%	1,859	690	-1,169	-63%	21,026	9,381	-11,645	-55%			
	Mesquite	140	98	-42	-30%	2,846	2,140	-706	-25%	2,103	1,048	-1,055	-50%	26,304	13,350	-12,954	-49%			
	Moapa Town	2	5	3	150%	128	23	-105	-82%	147	25	-122	-83%	1,151	411	-740	-64%			
	Moapa Valley	42	33	-9	-21%	301	231	-70	-23%	514	446	-68	-13%	5,637	3,319	-2,318	-41%			
	Mt. Charleston	11	4	-7	-64%	40	18	-22	-55%	18	18	0	0%	151	191	40	26%			
	Sandy Valley	1	2	1	100%	52	37	-15	-29%	84	35	-49	-58%	1,108	554	-554	-50%			
	Searchlight	0	7	7	NA	30	26	-4	-13%	63	75	12	19%	633	613	-20	-3%			
	Outlying Totals	280	209	-71	-25%	4,472	3,354	-1,118	-25%	5,108	2,620	-2,488	-49%	59,182	29,891	-29,291	-49%			
Misc.	ALP	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA	251	149	-102	-41%	2,670	874	-1,796	-67%			
	Outreach	25	1	-24	-96%	45,759	1,366	-44,393	-97%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA			
	Online Registration	586	949	363	62%	7,437	10,309	2,872	39%	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	89,677	47,250	-42,427	-47%	1,159,331	595,227	-564,104	-49%			
	Misc. Totals	611	950	339	55%	53,196	11,675	-41,521	-78%	89,928	47,399	-42,529	-47%	1,162,001	596,101	-565,900	-49%			
Grand Totals		8,823	6,707	-2,116	-24%	139,562	67,503	-72,059	-52%	163,279	86,898	-76,381	-47%	1,982,396	1,049,294	-933,102	-47%			

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



Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Monthly Statistics  
Year over Year  
June 2021 / June 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	39,982	36,511	-3,471	-9%	407,428	373,261	-34,167	-8%	21,118	22,690	1,572	7%	228,579	243,611	15,032	7%
	Clark County	20,515	16,582	-3,933	-19%	249,421	209,782	-39,639	-16%	28,008	38,737	10,729	38%	276,519	379,214	102,695	37%
	Enterprise	21,354	17,733	-3,621	-17%	250,336	199,477	-50,859	-20%	18,257	19,260	1,003	5%	187,616	207,736	20,120	11%
	East Las Vegas	14,073	12,276	-1,797	-13%	170,454	151,879	-18,575	-11%	38,208	23,031	-15,177	-40%	357,038	316,977	-40,061	-11%
	Meadows	471	408	-63	-13%	3,587	5,633	2,046	57%	1,000	2,001	1,001	100%	4,989	14,549	9,560	192%
	Rainbow	27,174	22,460	-4,714	-17%	311,631	261,117	-50,514	-16%	19,587	18,184	-1,403	-7%	241,325	270,396	29,071	12%
	Sahara West	43,296	36,492	-6,804	-16%	450,553	423,457	-27,096	-6%	27,785	32,744	4,959	18%	259,491	320,453	60,962	23%
	Spring Valley	19,306	15,690	-3,616	-19%	236,404	181,525	-54,879	-23%	19,766	59,139	39,373	199%	209,723	258,826	49,103	23%
	Summerlin	25,757	21,410	-4,347	-17%	250,336	239,102	-11,234	-4%	18,069	19,781	1,712	9%	149,859	186,988	37,129	25%
	Sunrise	17,915	15,379	-2,536	-14%	220,097	177,107	-42,990	-20%	15,550	12,751	-2,799	-18%	142,303	205,850	63,547	45%
	West Charleston	19,038	13,103	-5,935	-31%	209,789	167,897	-41,892	-20%	16,767	18,665	1,898	11%	172,464	192,634	20,170	12%
	West Las Vegas	5,391	3,746	-1,645	-31%	62,981	50,543	-12,438	-20%	11,401	12,620	1,219	11%	171,738	167,498	-4,240	-2%
	Whitney	21,243	16,678	-4,565	-21%	253,116	205,567	-47,549	-19%	15,818	15,132	-686	-4%	242,437	190,204	-52,233	-22%
	Windmill	40,581	34,939	-5,642	-14%	415,146	367,744	-47,402	-11%	20,746	22,341	1,595	8%	221,623	239,490	17,867	8%
	<b>Urban Totals</b>	<b>316,096</b>	<b>263,407</b>	<b>-52,689</b>	<b>-17%</b>	<b>3,491,279</b>	<b>3,014,091</b>	<b>-477,188</b>	<b>-14%</b>	<b>272,080</b>	<b>317,076</b>	<b>44,996</b>	<b>17%</b>	<b>2,865,704</b>	<b>3,194,426</b>	<b>328,722</b>	<b>11%</b>
Outlying Branches	Blue Diamond	258	278	20	8%	2,788	3,473	685	25%	387	370	-17	-4%	4,071	3,637	-434	-11%
	Bunkerville	406	325	-81	-20%	6,624	2,907	-3,717	-56%	928	1,323	395	43%	11,768	11,451	-317	-3%
	Goodsprings	1,088	425	-663	-61%	8,794	4,866	-3,928	-45%	535	278	-257	-48%	4,180	5,613	1,433	34%
	Indian Springs	836	1,239	403	48%	8,827	9,443	616	7%	1,929	3,848	1,919	99%	11,652	21,368	9,716	83%
	Laughlin	5,673	4,372	-1,301	-23%	69,702	61,786	-7,916	-11%	3,072	4,183	1,111	36%	49,790	43,243	-6,547	-13%
	Mesquite	8,574	7,031	-1,543	-18%	99,615	85,037	-14,578	-15%	9,914	9,629	-285	-3%	120,074	123,426	3,352	3%
	Moapa Town	515	445	-70	-14%	4,473	3,680	-793	-18%	428	490	62	14%	4,580	4,304	-276	-6%
	Moapa Valley	5,364	3,844	-1,520	-28%	52,859	43,377	-9,482	-18%	5,605	3,199	-2,406	-43%	78,413	49,940	-28,473	-36%
	Mt. Charleston	339	344	5	1%	4,569	2,705	-1,864	-41%	857	986	129	15%	6,008	9,109	3,101	52%
	Sandy Valley	1,193	563	-630	-53%	12,368	8,035	-4,333	-35%	857	984	127	15%	8,942	10,222	1,280	14%
	Searchlight	359	359	0	0%	5,826	4,342	-1,484	-25%	598	1,161	563	94%	6,425	10,877	4,452	69%
	<b>Outlying Totals</b>	<b>24,605</b>	<b>19,225</b>	<b>-5,380</b>	<b>-22%</b>	<b>276,445</b>	<b>229,651</b>	<b>-46,794</b>	<b>-17%</b>	<b>25,110</b>	<b>26,451</b>	<b>1,341</b>	<b>5%</b>	<b>305,903</b>	<b>293,190</b>	<b>-12,713</b>	<b>-4%</b>
Misc.	ILL	384	280	-104	-27%	8,281	3,455	-4,826	-58%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Metro	0	2,018	2,018	NA	3,690	15,122	11,432	310%	0	0	0	NA	0	0	0	NA
	Outreach	1,945	1,262	-683	-35%	25,227	19,121	-6,106	-24%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	eMedia	257,110	271,306	14,196	6%	3,200,931	3,104,604	-96,327	-3%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Online Renewals	144,182	313,928	169,746	118%	1,709,689	3,122,194	1,412,505	83%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Vending Machine	0	237	237	NA	0	237	237	NA	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	<b>Misc. Totals</b>	<b>403,621</b>	<b>589,031</b>	<b>185,410</b>	<b>46%</b>	<b>4,947,818</b>	<b>6,264,733</b>	<b>1,316,915</b>	<b>27%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
	<b>Grand Totals</b>	<b>744,322</b>	<b>871,663</b>	<b>127,341</b>	<b>17%</b>	<b>8,715,542</b>	<b>9,508,475</b>	<b>792,933</b>	<b>9%</b>	<b>297,190</b>	<b>343,527</b>	<b>46,337</b>	<b>16%</b>	<b>3,171,607</b>	<b>3,487,616</b>	<b>316,009</b>	<b>10%</b>

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

1

Las Vegas - Clark County Library District

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Monthly Statistics  
Year over Year  
June 2021 / June 2022\*

		New Library Card				2021	2022			PC Internet Sessions				2021	2022		
Library		2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	455	636	181	40%	3,384	4,734	1,350	40%	1,962	2,099	137	7%	21,403	22,080	677	3%
	Clark County	463	544	81	17%	4,055	6,140	2,085	51%	4,643	5,409	766	16%	52,361	66,282	13,921	27%
	Enterprise	275	338	63	23%	2,401	3,042	641	27%	1,955	2,131	176	9%	21,145	21,682	537	3%
	East Las Vegas	374	446	72	19%	4,033	5,052	1,019	25%	3,949	4,035	86	2%	39,181	48,916	9,735	25%
	Meadows	30	19	-11	-37%	92	285	193	210%	143	125	-18	-13%	287	1,601	1,314	458%
	Rainbow	304	435	131	43%	3,001	3,742	741	25%	2,312	2,639	327	14%	28,133	30,931	2,798	10%
	Sahara West	460	578	118	26%	4,519	5,993	1,474	33%	2,977	2,838	-139	-5%	32,468	34,108	1,640	5%
	Spring Valley	262	318	56	21%	2,531	2,990	459	18%	4,109	3,209	-900	-22%	43,356	40,479	-2,877	-7%
	Summerlin	210	413	203	97%	1,644	3,123	1,479	90%	836	1,515	679	81%	9,422	12,751	3,329	35%
	Sunrise	222	313	91	41%	2,806	3,360	554	20%	2,166	2,222	56	3%	23,115	27,349	4,234	18%
	West Charleston	170	263	93	55%	1,737	2,388	651	37%	2,341	2,270	-71	-3%	24,656	26,637	1,981	8%
	West Las Vegas	183	209	26	14%	1,799	2,142	343	19%	2,250	2,916	666	30%	26,146	29,316	3,170	12%
	Whitney	262	288	26	10%	3,209	3,947	738	23%	2,623	3,006	383	15%	33,111	32,255	-856	-3%
	Windmill	434	748	314	72%	3,502	5,536	2,034	58%	2,312	2,465	153	7%	25,567	28,915	3,348	13%
	Urban Totals	4,104	5,548	1,444	35%	38,713	52,474	13,761	36%	34,578	36,879	2,301	7%	380,351	423,302	42,951	11%
Outlying Branches	Blue Diamond	0	1	1	NA	20	29	9	45%	12	2	-10	-83%	121	128	7	6%
	Bunkerville	1	4	3	300%	26	26	0	0%	19	29	10	53%	244	351	107	44%
	Goodsprings	1	1	0	0%	32	14	-18	-56%	41	50	9	22%	166	473	307	185%
	Indian Springs	6	3	-3	-50%	42	110	68	162%	69	202	133	193%	485	1,120	635	131%
	Laughlin	43	51	8	19%	551	700	149	27%	641	690	49	8%	9,343	9,381	38	0%
	Mesquite	108	98	-10	-9%	1,007	2,140	1,133	113%	1,123	1,048	-75	-7%	12,242	13,350	1,108	9%
	Moapa Town	1	5	4	400%	23	23	0	0%	40	25	-15	-38%	490	411	-79	-16%
	Moapa Valley	35	33	-2	-6%	201	231	30	15%	260	446	186	72%	1,589	3,319	1,730	109%
	Mt. Charleston	4	4	0	0%	27	18	-9	-33%	17	18	1	6%	130	191	61	47%
	Sandy Valley	4	2	-2	-50%	29	37	8	28%	31	35	4	13%	471	554	83	18%
	Searchlight	1	7	6	600%	16	26	10	63%	15	75	60	400%	131	613	482	368%
	Outlying Totals	204	209	5	2%	1,974	3,354	1,380	70%	2,268	2,620	352	16%	25,412	29,891	4,479	18%
Misc.	ALP	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA	85	149	64	75%	853	874	21	2%
	Outreach	1	1	0	0%	2,387	1,366	-1,021	-43%	N/A	N/A	N/A	NA	N/A	N/A	N/A	NA
	Online Registration	821	949	128	16%	10,782	10,309	-473	-4%	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	43,842	47,250	3,408	8%	588,320	595,227	6,907	1%
	Misc. Totals	822	950	128	16%	13,169	11,675	-1,494	-11%	43,927	47,399	3,472	8%	589,173	596,101	6,928	1%
Grand Totals		5,130	6,707	1,577	31%	53,856	67,503	13,647	25%	80,773	86,898	6,125	8%	994,936	1,049,294	54,358	5%

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

## ITEM VI.A.1.a.



### MEMORANDUM

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

FROM: Leo Segura, Library Operations Director

DATE: August 31, 2022

SUBJECT: Library Operations Report, September 2022

This report provides an overview of the Library Operations initiatives, including 25 Branch Libraries and the Misdemeanant Jail Library. This report covers **August 1 – August 30, 2022**.

#### POWERFUL PEOPLE

- Library Operations concluded recruitments for two (2) Library Assistants, two (2) Adult Service Librarians, four (4) Pages, one (1) Customer Service Assistant, and one (1) Youth Services Librarian.
- Library Operations would like to say best of luck and best wishes to eleven (11) staff members moving on from the District in August.
- In July 2022, LVCCLD signed up **6,283 new library card** users, a 22% increase over the same period in 2021 and 81% of pre-pandemic numbers.
- **Gate count** continued to improve overall with a 2% increase from July 2021 and 61% of pre-pandemic numbers. East Las Vegas is showing an 38% drop due significantly to corrections in reporting practices.
- In July **307,516** folks come into the library for services and programming.
- During July, staff answered **37,421 reference questions** and conducted **184 computer classes** for **195 customers**.
- **Volunteer hours** continued their increase as our volunteers logged **1,700 hours** of service to the Library District.
- **43 Homeschool sessions** were logged.
- **Wi-Fi** usage was recorded at **45,969** sessions.

#### POWERFUL PLACES

- Library Branches improved overall **circulation** to **878,789 items** for July 2022, a 15% increase over July 2021. We were nearly up to pre-pandemic circulation but are 84% there compared to July 2019.
- Windmill Library Staff in May processed **93 passport applications** and collected **\$4,351** in fees.
- **PC internet sessions** saw an increase of 4% over 2021, totals at **86,188**.

- **Las Vegas Misdemeanant Jail** circulated **1,512 items** and answered **70 reference questions**.

### **POWERFUL PARTNERSHIPS**

- Boulder City Library Director **Kimberly Diehm** signed the Automation Contracts as anticipated.
- The Fall harvest is upon us atop scenic Mount Charleston. Our library garden has enjoyed much success and community members are harvesting the fruits, and veggies of their labors. Customers grew tomatoes, parsley, beets, bell peppers, and flowers this year. The orange fence is our deer abatement and ensures that the community has access to its harvest.



Library Operations Report  
Page 3**POWERFUL PLATFORMS**

- Enterprise Library Branch Staff will be featuring The Princess Bride for its 35<sup>th</sup> anniversary on September 12<sup>th</sup>. Crafts or take-n-makes will be available to attendees.
- In October Stranger Things will transform the Cox Teen STEAM Lab as it adopts a whole new persona from the show.
- Tutoring is back! Students will have access to both UNLV tutors & Andson tutors in addition to the [Brainfuse](https://brainfuse.com) online tutors who are available from 1 PM – 10 PM. [www.lvcld.org](http://www.lvcld.org) > Online Resources > [A-Z Resources](#).
- Libraries After Dark – working with the Windmill library team to plan the Tales and Cocktails book club Great Gatsby event on Sept. 23, 6:30 – 8:30 at Windmill Library
  - Biblioevents: <https://lvcld.bibliocommons.com/events/62f2af109309ca41006c371f>
  - Eventbrite: <https://www.eventbrite.com/e/tales-and-cocktails-book-club-tickets-401400408427>

**Popular Fiction July 2022 – August 2022**

<u>Fiction</u>	<u>Number</u>	<u>Title</u>	<u>Author</u>	<u>Fiction</u>	<u>Number</u>	<u>Title</u>	<u>Author</u>
	1	<a href="#">Run, Rose, run. (catalog.)</a>	<a href="#">Parton, Dolly</a>		6	<a href="#">The investigator. (catalog.)</a>	<a href="#">Sandford, John, 1944 February 23-</a>
	2	<a href="#">Death of the black widow. (catalog.)</a>	<a href="#">Patterson, James, 1947-</a>		7	<a href="#">The match. (catalog.)</a>	<a href="#">Coben, Harlan, 1962-</a>
	3	<a href="#">Shadows reel. (catalog.)</a>	<a href="#">Box, C. J.</a>		8	<a href="#">A safe house. (catalog.)</a>	<a href="#">Woods, Stuart,</a>
	4	<a href="#">A face to die for. (catalog.)</a>	<a href="#">Johansen, Iris,</a>		9	<a href="#">Escape (catalog.)</a>	<a href="#">Patterson, James, 1947-</a>



Library Operations Report  
Page 4

## Popular Nonfiction July 2022 – August 2022

	Number	Title	Author		Number	Title	Author
	1	<a href="#">The recovery agent (catalog.)</a>	<a href="#">Evanovich, Janet.</a>		6	<a href="#">Happy-go-lucky (catalog.)</a>	<a href="#">Sedaris, David.</a>
	2	<a href="#">James Patterson by James Patterson : the stories of my life. (catalog.)</a>	<a href="#">Patterson, James. 1947-</a>		7	<a href="#">Atomic habits : tiny changes, remarkable results : an easy &amp; proven way to build good habits &amp; break bad ones (catalog.)</a>	<a href="#">Clear, James.</a>
	3	<a href="#">Be joyful : 50 days to defeat the things that try to defeat you (catalog.)</a>	<a href="#">Meyer, Joyce. 1943-</a>		8	<a href="#">The 48 laws of power (catalog.)</a>	<a href="#">Greene, Robert.</a>
	4	<a href="#">Baby steps millionaires : how ordinary people built extraordinary wealth --and how you can too (catalog.)</a>	<a href="#">Ramsey, Dave.</a>		9	<a href="#">GED test prep 2020 : 2 practice tests + proven strategies + online. (catalog.)</a>	
	5	<a href="#">Abundance : the inner path to wealth (catalog.)</a>	<a href="#">Chopra, Deepak.</a>		10	<a href="#">Scott 2020 standard postage stamp catalogue (catalog.)</a>	

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Library Operations Report  
Page 5**MEMORANDUM**

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

**FROM:** Leo Segura, Library Operations Director

**DATE:** August 22, 2022

**SUBJECT:** Security Report, September 2022

This report provides security information and safety-related incidents in District branches from **July 1, 2022 – to July 30, 2022.**

Branch	Incident Reports				Aug-20		Aug-21		
	Jul-21	Jul-22	Difference	% Change	Jul-21	to July-22	Difference	% Change	
BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
BUNKERVILLE LIBRARY	4	0	-4	-100.0%	4	2	-2	-50.0%	
CENTENNIAL HILLS LIBRARY	2	4	2	100.0%	18	16	-2	-11.1%	
CLARK COUNTY LIBRARY	16	26	10	62.5%	217	253	36	16.6%	
EAST LAS VEGAS LIBRARY	13	13	0	0.0%	68	72	4	5.9%	
ENTERPRISE LIBRARY	0	4	4	100.0%	48	45	-3	-6.3%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	1	2	1	100.0%	
LAUGHLIN LIBRARY	0	1	1	100.0%	7	10	3	42.9%	
MEADOWS LIBRARY	1	0	0	-100.0%	1	9	8	800.0%	
MESQUITE LIBRARY	3	2	-1	-33.3%	24	9	-15	-62.5%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	0	6	6	100.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	1	0	-1	-100.0%	
RAINBOW LIBRARY	2	5	3	150.0%	31	27	-4	-12.9%	
SAHARA WEST LIBRARY	3	7	4	133.3%	49	55	6	12.2%	
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%	
SPRING VALLEY LIBRARY	2	5	3	150.0%	44	63	19	43.2%	
SUMMERLIN LIBRARY	2	3	1	50.0%	10	25	15	150.0%	
SUNRISE LIBRARY	1	2	1	100.0%	8	28	20	250.0%	
WEST CHARLESTON LIBRARY	8	11	3	37.5%	54	77	23	42.6%	
WEST LAS VEGAS LIBRARY	4	0	-4	-100.0%	59	57	-2	-3.4%	
WHITNEY LIBRARY	8	9	1	12.5%	69	92	23	33.3%	
WINDMILL LIBRARY	0	0	0	0.0%	27	32	5	18.5%	
Total	69	92	24	33.3%	740	882	142	19.2%	

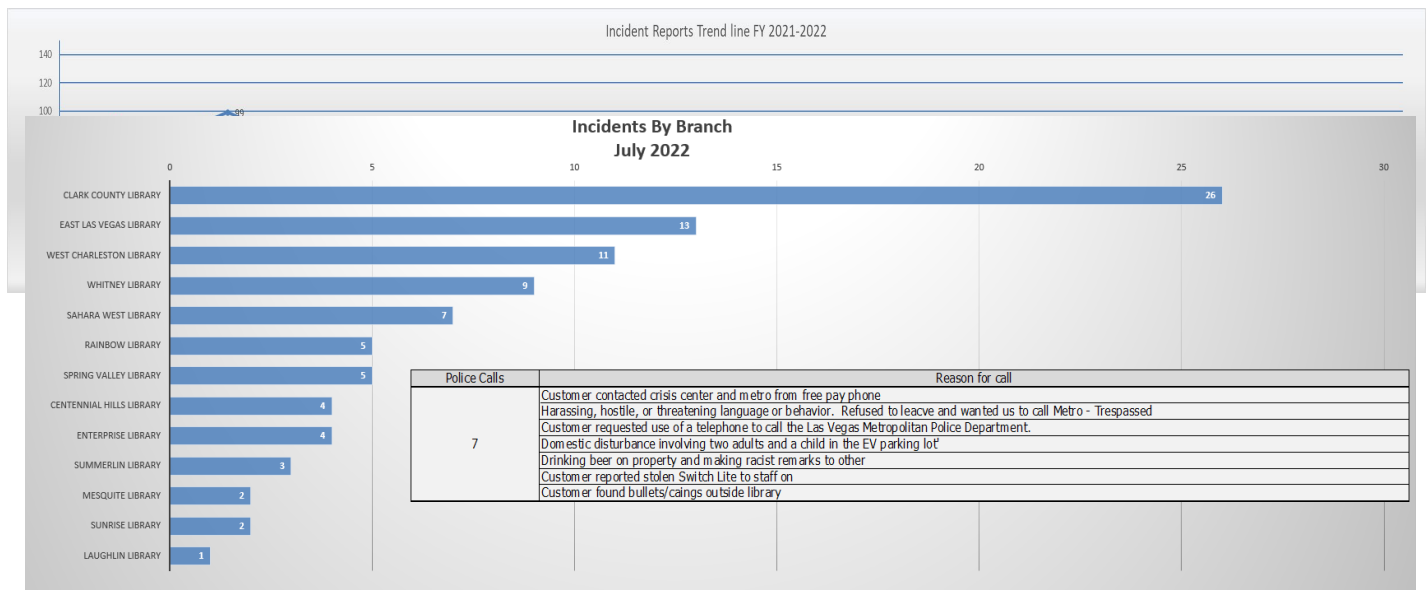
\* Due to the Pandemic District Branches were closed January 2nd & 3rd, 2021

In July 2022, there were **92** incidents, an **increase of 33.3%** from the total experience in July 2021 and 50.8% more than July 2019. During this period, the District recorded **307,516** in-person visits. **This ratio is one incident for every 3,342.5 visits.**

Library Operations Report  
Page 6

Branch	Incident Reports				Aug-18		Aug-21		
	Jul-19	Jul-22	Difference	% Change	to July-19	to July-22	Difference	% Change	
BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	6	6	100.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	2	9	7	350.0%	
CENTENNIAL HILLS LIBRARY	2	4	2	100.0%	12	12	0	0.0%	
CLARK COUNTY LIBRARY	15	26	11	73.3%	146	227	81	55.5%	
EAST (LAS VEGAS) LIBRARY	2	13	11	550.0%	32	63	31	96.9%	
ENTERPRISE LIBRARY	1	4	3	300.0%	39	67	28	71.8%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	1	2	1	100.0%	
LAUGHLIN LIBRARY	0	1	1	100.0%	7	14	7	100.0%	
MEADOWS LIBRARY	1	0	0	-100.0%	0	22	22	100.0%	
MESQUITE LIBRARY	4	2	-2	-50.0%	23	10	-13	-56.5%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	3	3	100.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	0	17	17	100.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	1	0	-1	-100.0%	
RAINBOW LIBRARY	2	5	3	150.0%	19	26	7	36.8%	
SAHARA WEST LIBRARY	4	7	3	75.0%	24	48	24	100.0%	
SANDY VALLEY LIBRARY	1	0	-1	-100.0%	0	9	9	0.0%	
SEARCHLIGHT LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SPRING VALLEY LIBRARY	3	5	2	66.7%	36	58	22	61.1%	
SUMMERLIN LIBRARY	2	3	1	50.0%	5	23	18	360.0%	
SUNRISE LIBRARY	1	2	1	100.0%	15	26	11	73.3%	
WEST CHARLESTON LIBRARY	6	11	5	83.3%	42	68	26	61.9%	
WEST LAS VEGAS LIBRARY	5	0	-5	-100.0%	63	57	-6	-9.5%	
WHITNEY LIBRARY	7	9	2	28.6%	67	83	16	23.9%	
WINDMILL LIBRARY	5	0	-5	-100.0%	25	32	7	28.0%	
Total	61	92	32	50.8%	559	882	323	57.8%	

July 2022, incidents began the Fiscal Year at a higher pace, including for patron disturbances and trespasses. Incidents include all types of activity, not just disturbances with customers.



The **Clark County Library** recorded the highest number of incidents at **26 incidents**. The remaining branches reported between **zero (0) and thirteen (13) incidents**.

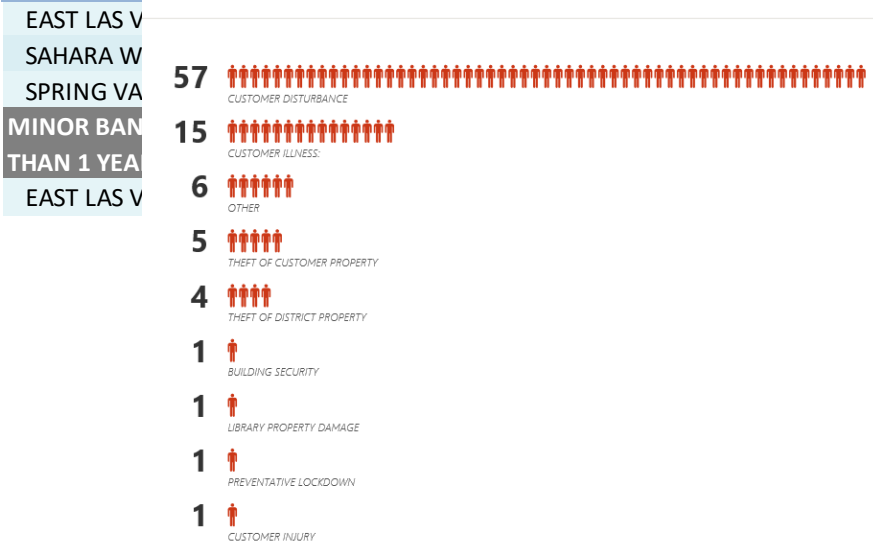
Library Operations Report  
Page 7

ADULT TRESPASS [ 1 YEAR ]	15
CLARK COUNTY LIBRARY	6
ENTERPRISE LIBRARY	2
RAINBOW LIBRARY	2
SPRING VALLEY LIBRARY	2
WEST CHARLESTON LIBRARY	3

For July 2022, the staff made seven (7) calls to law enforcement and banned twenty (20) customers. Fifteen (15) adults received a one-year trespass while four (3) adults received a shorter partial-year ban and two (2) teens received a Request for Parent Consult (RPC).

ADULT BAN [ LESS THAN 1 YEAR ]

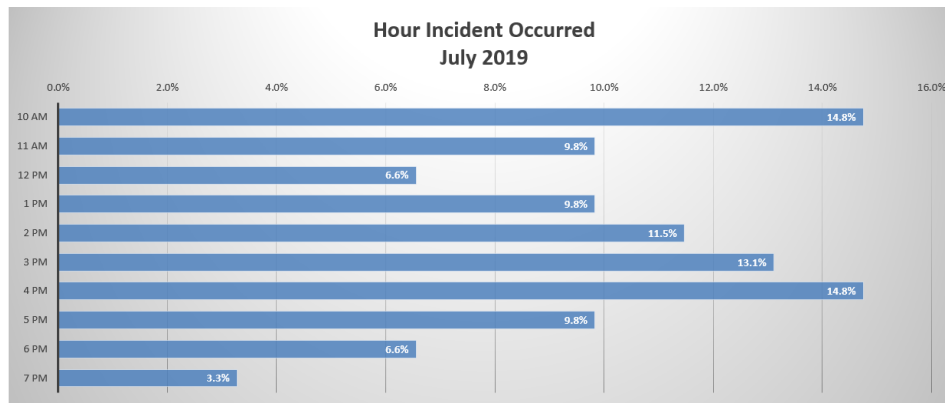
JULY 2022 INCIDENT TYPE



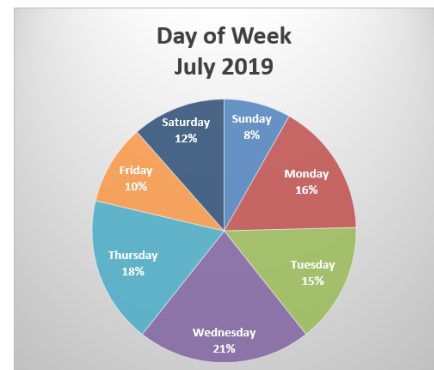
District branch staff encountered **57** customer disturbances, accounting for most incident types at **62%**. This is a **62.9% increase** in customer disturbances from

June 2021. This **ratio** is **one disturbance for every 5,395 visits**.

Hour	Total	%
10 AM	9	14.8%
11 AM	6	9.8%
12 PM	4	6.6%
1 PM	6	9.8%
2 PM	7	11.5%
3 PM	8	13.1%
4 PM	9	14.8%
5 PM	6	9.8%
6 PM	4	6.6%
7 PM	2	3.3%
Grand Total	61	100.0%



Day of Week	Total	%
Sunday	5	8.2%
Monday	10	16.4%
Tuesday	9	14.8%
Wednesday	13	21.3%
Thursday	11	18.0%
Friday	6	9.8%
Saturday	7	11.5%
Grand Total	61	100.0%



Library Operations Report  
Page 8

Library Name	Total incidents 2022-2023	INCIDENTS PER 10K SQ. FT.	Incidents per PIC
Blue Diamond	0	0.00	0.00
Bunkerville	0	0.00	0.00
Centennial Hills	4	0.88	0.50
Clark County	26	2.17	1.86
East Las Vegas	13	3.17	2.17
Enterprise	4	1.52	0.80
Goodsprings	0	0.00	0.00
Indian Springs	0	0.00	0.00
Laughlin	1	0.64	0.13
Meadows Library	0	0.00	0.00
Mesquite Learning Center	2	3.66	0.67
Mesquite Library	0	0.00	0.00
Moapa Town	0	0.00	0.00
Moapa Valley	0	0.00	0.00
Mt. Charleston	5	17.86	3.33
Rainbow	7	2.61	0.88
Sahara West	0	0.00	0.00
Sandy Valley	0	0.00	0.00
Searchlight	5	41.67	3.33
Spring Valley	3	1.20	0.33
Summerlin	2	0.50	0.33
Sunrise	11	4.78	1.83
West Charleston	0	0.00	0.00
West Las Vegas(excluding Theater)	9	2.93	1.00
Whitney	0	0.00	0.00
Windmill Library and Service Center	2	0.14	0.22
	<b>Total Incidents</b>	<b>Average</b>	<b>Average</b>
	<b>94</b>	<b>1.24</b>	<b>0.65</b>



Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Monthly Statistics  
Year over Year  
July 2019/ July 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	57,692	34,393	-23,299	-40%	57,692	34,393	-23,299	-40%	35,800	25,000	-10,800	-30%	35,800	25,000	-10,800	-30%
	Clark County	43,273	16,944	-26,329	-61%	43,273	16,944	-26,329	-61%	47,447	43,238	-4,209	-9%	47,447	43,238	-4,209	-9%
	Enterprise	36,115	17,332	-18,783	-52%	36,115	17,332	-18,783	-52%	27,915	19,218	-8,697	-31%	27,915	19,218	-8,697	-31%
	East Las Vegas	36,238	13,617	-22,621	-62%	36,238	13,617	-22,621	-62%	37,868	23,930	-13,938	-37%	37,868	23,930	-13,938	-37%
	Meadows	2,493	438	-2,055	-82%	2,493	438	-2,055	-82%	3,129	943	-2,186	-70%	3,129	943	-2,186	-70%
	Rainbow	45,881	21,847	-24,034	-52%	45,881	21,847	-24,034	-52%	35,815	14,191	-21,624	-60%	35,815	14,191	-21,624	-60%
	Sahara West	63,328	37,217	-26,111	-41%	63,328	37,217	-26,111	-41%	47,259	30,368	-16,891	-36%	47,259	30,368	-16,891	-36%
	Spring Valley	35,777	14,981	-20,796	-58%	35,777	14,981	-20,796	-58%	33,185	20,250	-12,935	-39%	33,185	20,250	-12,935	-39%
	Summerlin	35,512	21,823	-13,689	-39%	35,512	21,823	-13,689	-39%	24,268	16,434	-7,834	-32%	24,268	16,434	-7,834	-32%
	Sunrise	39,862	15,362	-24,500	-61%	39,862	15,362	-24,500	-61%	29,840	15,500	-14,340	-48%	29,840	15,500	-14,340	-48%
	West Charleston	34,791	14,062	-20,729	-60%	34,791	14,062	-20,729	-60%	27,155	20,198	-6,957	-26%	27,155	20,198	-6,957	-26%
	West Las Vegas	14,843	4,374	-10,469	-71%	14,843	4,374	-10,469	-71%	21,830	15,707	-6,123	-28%	21,830	15,707	-6,123	-28%
	Whitney	37,507	16,535	-20,972	-56%	37,507	16,535	-20,972	-56%	54,386	16,550	-37,836	-70%	54,386	16,550	-37,836	-70%
Outlying Branches	Sunrise	57,691	32,026	-25,665	-44%	57,691	32,026	-25,665	-44%	30,776	22,558	-8,218	-27%	30,776	22,558	-8,218	-27%
	Urban Totals	541,003	260,951	-280,052	-52%	541,003	260,951	-280,052	-52%	456,673	284,085	-172,588	-38%	456,673	284,085	-172,588	-38%
	Blue Diamond	348	235	-113	-32%	348	235	-113	-32%	630	225	-405	-64%	630	225	-405	-64%
	Bunkerville	715	340	-375	-52%	715	340	-375	-52%	906	741	-165	-18%	906	741	-165	-18%
	Goodsprings	1,189	279	-910	-77%	1,189	279	-910	-77%	525	282	-243	-46%	525	282	-243	-46%
	Indian Springs	1,537	1,000	-537	-35%	1,537	1,000	-537	-35%	3,397	2,536	-861	-25%	3,397	2,536	-861	-25%
	Laughlin	11,513	4,406	-7,107	-62%	11,513	4,406	-7,107	-62%	7,781	3,055	-4,726	-61%	7,781	3,055	-4,726	-61%
	Mesquite	13,050	6,768	-6,282	-48%	13,050	6,768	-6,282	-48%	16,157	10,717	-5,440	-34%	16,157	10,717	-5,440	-34%
	Moapa Town	819	425	-394	-48%	819	425	-394	-48%	688	502	-186	-27%	688	502	-186	-27%
	Moapa Valley	7,259	3,284	-3,975	-55%	7,259	3,284	-3,975	-55%	12,467	2,575	-9,892	-79%	12,467	2,575	-9,892	-79%
	Mt. Charleston	538	244	-294	-55%	538	244	-294	-55%	780	765	-15	-2%	780	765	-15	-2%
	Sandy Valley	2,517	801	-1,716	-68%	2,517	801	-1,716	-68%	1,412	980	-432	-31%	1,412	980	-432	-31%
	Searchlight	594	299	-295	-50%	594	299	-295	-50%	788	1,053	265	34%	788	1,053	265	34%
	Outlying Totals	40,079	18,081	-21,998	-55%	40,079	18,081	-21,998	-55%	45,531	23,431	-22,100	-49%	45,531	23,431	-22,100	-49%
Misc.	Distribution Center	0	0	0	N/A	0	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	ILL	398	248	-150	-38%	398	248	-150	-38%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Metro	2,060	1,512	-548	-27%	2,060	1,512	-548	-27%	95	0	-95	-100%	0	0	0	N/A
	Outreach	5,864	1,183	-4,681	-80%	5,864	1,183	-4,681	-80%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	eMedia	234,829	290,296	55,467	24%	234,829	290,296	55,467	24%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Online Renewals	220,694	306,439	85,745	39%	220,694	306,439	85,745	39%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Vending Machine	0	79	79	N/A	0	79	79	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Misc. Totals	463,845	599,757	135,912	29%	463,845	599,757	135,912	29%	95	0	-95	-100%	0	0	0	N/A
Grand Totals		1,044,927	878,789	-166,138	-16%	1,044,927	878,789	-166,138	-16%	502,299	307,516	-194,783	-39%	502,204	307,516	-194,688	-39%

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Monthly Statistics  
Year over Year  
July 2019 / July 2022

		New Library Card				2019	2022			PC Internet Sessions				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	526	554	28	5%	526	554	28	5%	4,862	2,073	-2,789	-57%	4,862	2,073	-2,789	-57%
	Clark County	729	599	-130	-18%	729	599	-130	-18%	8,739	5,852	-2,887	-33%	8,739	5,852	-2,887	-33%
	Enterprise	437	282	-155	-35%	437	282	-155	-35%	3,070	1,983	-1,087	-35%	3,070	1,983	-1,087	-35%
	East Las Vegas	928	416	-512	-55%	928	416	-512	-55%	8,843	4,112	-4,731	-53%	8,843	4,112	-4,731	-53%
	Meadows	50	16	-34	-68%	50	16	-34	-68%	400	136	-264	-66%	400	136	-264	-66%
	Rainbow	537	335	-202	-38%	537	335	-202	-38%	4,653	2,730	-1,923	-41%	4,653	2,730	-1,923	-41%
	Sahara West	632	507	-125	-20%	632	507	-125	-20%	5,131	3,068	-2,063	-40%	5,131	3,068	-2,063	-40%
	Spring Valley	368	265	-103	-28%	368	265	-103	-28%	6,872	3,323	-3,549	-52%	6,872	3,323	-3,549	-52%
	Summerlin	375	312	-63	-17%	375	312	-63	-17%	2,275	1,410	-865	-38%	2,275	1,410	-865	-38%
	Sunrise	482	283	-199	-41%	482	283	-199	-41%	5,427	2,338	-3,089	-57%	5,427	2,338	-3,089	-57%
	West Charleston	444	222	-222	-50%	444	222	-222	-50%	3,933	2,369	-1,564	-40%	3,933	2,369	-1,564	-40%
	West Las Vegas	313	213	-100	-32%	313	213	-100	-32%	5,037	2,849	-2,188	-43%	5,037	2,849	-2,188	-43%
	Whitney	417	281	-136	-33%	417	281	-136	-33%	4,765	3,121	-1,644	-35%	4,765	3,121	-1,644	-35%
Outlying Branches	Windmill	677	604	-73	-11%	677	604	-73	-11%	5,086	2,428	-2,658	-52%	5,086	2,428	-2,658	-52%
	Urban Totals	6,915	4,889	-2,026	-29%	6,915	4,889	-2,026	-29%	69,093	37,792	-31,301	-45%	69,093	37,792	-31,301	-45%
	Blue Diamond	2	1	-1	-50%	2	1	-1	-50%	26	4	-22	-85%	26	4	-22	-85%
	Bunkerville	1	1	0	0%	1	1	0	0%	15	30	15	100%	15	30	15	100%
	Goodsprings	4	1	-3	-75%	4	1	-3	-75%	24	25	1	4%	24	25	1	4%
	Indian Springs	4	7	3	75%	4	7	3	75%	241	158	-83	-34%	241	158	-83	-34%
	Laughlin	72	57	-15	-21%	72	57	-15	-21%	1,508	641	-867	-57%	1,508	641	-867	-57%
	Mesquite	117	97	-20	-17%	117	97	-20	-17%	2,114	1,050	-1,064	-50%	2,114	1,050	-1,064	-50%
	Moapa Town	3	0	-3	-100%	3	0	-3	-100%	107	27	-80	-75%	107	27	-80	-75%
	Moapa Valley	32	14	-18	-56%	32	14	-18	-56%	519	331	-188	-36%	519	331	-188	-36%
	Mt. Charleston	1	2	1	100%	1	2	1	100%	20	13	-7	-35%	20	13	-7	-35%
	Sandy Valley	8	2	-6	-75%	8	2	-6	-75%	91	18	-73	-80%	91	18	-73	-80%
	Searchlight	1	5	4	400%	1	5	4	400%	44	83	39	89%	44	83	39	89%
	Outlying Totals	245	187	-58	-24%	245	187	-58	-24%	4,709	2,380	-2,329	-49%	4,709	2,380	-2,329	-49%
Misc.	CALL	0	0	0	N/A	0	0	0	N/A	309	47	-262	-85%	309	47	-262	-85%
	Outreach	7	4	-3	-43%	7	4	-3	-43%	0	0	0	N/A	0	0	0	N/A
	Online Registration	599	1,203	604	101%	599	1,203	604	101%	0	0	0	N/A	0	0	0	N/A
	WiFi	0	0	0	N/A	0	0	0	N/A	82,236	45,969	-36,267	-44%	82,236	45,969	-36,267	-44%
	Misc. Totals	606	1,207	601	99%	606	1,207	601	99%	82,545	46,016	-36,529	-44%	82,545	46,016	-36,529	-44%
Grand Totals		7,766	6,283	-1,483	-19%	7,766	6,283	-1,483	-19%	156,347	86,188	-70,159	-45%	156,347	86,188	-70,159	-45%

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Monthly Statistics  
Year over Year  
July 2021/ July 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	39,314	34,393	-4,921	-13%	39,314	34,393	-4,921	-13%	21,829	25,000	3,171	15%	21,829	25,000	3,171
	Clark County	21,116	16,944	-4,172	-20%	21,116	16,944	-4,172	-20%	26,572	43,238	16,666	63%	26,572	43,238	16,666
	Enterprise	19,200	17,332	-1,868	-10%	19,200	17,332	-1,868	-10%	17,097	19,218	2,121	12%	17,097	19,218	2,121
	East Las Vegas	14,874	13,617	-1,257	-8%	14,874	13,617	-1,257	-8%	38,793	23,930	-14,863	-38%	38,793	23,930	-14,863
	Meadows	457	438	-19	-4%	457	438	-19	-4%	826	943	117	14%	826	943	117
	Rainbow	26,328	21,847	-4,481	-17%	26,328	21,847	-4,481	-17%	25,432	14,191	-11,241	-44%	25,432	14,191	-11,241
	Sahara West	42,731	37,217	-5,514	-13%	42,731	37,217	-5,514	-13%	28,193	30,368	2,175	8%	28,193	30,368	2,175
	Spring Valley	18,177	14,981	-3,196	-18%	18,177	14,981	-3,196	-18%	19,505	20,250	745	4%	19,505	20,250	745
	Summerlin	23,610	21,823	-1,787	-8%	23,610	21,823	-1,787	-8%	14,678	16,434	1,756	12%	14,678	16,434	1,756
	Sunrise	18,120	15,362	-2,758	-15%	18,120	15,362	-2,758	-15%	13,000	15,500	2,500	19%	13,000	15,500	2,500
	West Charleston	17,027	14,062	-2,965	-17%	17,027	14,062	-2,965	-17%	17,214	20,198	2,984	17%	17,214	20,198	2,984
	West Las Vegas	4,720	4,374	-346	-7%	4,720	4,374	-346	-7%	13,159	15,707	2,548	19%	13,159	15,707	2,548
	Whitney	21,018	16,535	-4,483	-21%	21,018	16,535	-4,483	-21%	16,782	16,550	-232	-1%	16,782	16,550	-232
Outlying Branches	Windmill	37,296	32,026	-5,270	-14%	37,296	32,026	-5,270	-14%	19,896	22,558	2,662	13%	19,896	22,558	2,662
	Urban Totals	303,988	260,951	-43,037	-14%	303,988	260,951	-43,037	-14%	272,976	284,085	11,109	4%	272,976	284,085	11,109
	Blue Diamond	231	235	4	2%	231	235	4	2%	239	225	-14	-6%	239	225	-14
	Bunkerville	378	340	-38	-10%	378	340	-38	-10%	1,047	741	-306	-29%	1,047	741	-306
	Goodsprings	866	279	-587	-68%	866	279	-587	-68%	433	282	-151	-35%	433	282	-151
	Indian Springs	813	1,000	187	23%	813	1,000	187	23%	1,589	2,536	947	60%	1,589	2,536	947
	Laughlin	5,567	4,406	-1,161	-21%	5,567	4,406	-1,161	-21%	2,826	3,055	229	8%	2,826	3,055	229
	Mesquite	8,594	6,768	-1,826	-21%	8,594	6,768	-1,826	-21%	13,825	10,717	-3,108	-22%	13,825	10,717	-3,108
	Moapa Town	396	425	29	7%	396	425	29	7%	389	502	113	29%	389	502	113
	Moapa Valley	4,901	3,284	-1,617	-33%	4,901	3,284	-1,617	-33%	5,698	2,575	-3,123	-55%	5,698	2,575	-3,123
	Mt. Charleston	326	244	-82	-25%	326	244	-82	-25%	978	765	-213	-22%	978	765	-213
	Sandy Valley	1,273	801	-472	-37%	1,273	801	-472	-37%	915	980	65	7%	915	980	65
	Searchlight	349	299	-50	-14%	349	299	-50	-14%	596	1,053	457	77%	596	1,053	457
Misc.	Outlying Totals	23,694	18,081	-5,613	-24%	23,694	18,081	-5,613	-24%	28,535	23,431	-5,104	-18%	28,535	23,431	-5,104
	Distribution Center	0	0	0	N/A	0	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	ILL	343	248	-95	-28%	343	248	-95	-28%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Metro	0	1,512	1,512	N/A	0	1,512	1,512	N/A	0	0	0	N/A	0	0	0
	Outreach	1,744	1,183	-561	-32%	1,744	1,183	-561	-32%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	eMedia	264,736	290,296	25,560	10%	264,736	290,296	25,560	10%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Online Renewals	169,860	306,439	136,579	80%	169,860	306,439	136,579	80%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Vending Machine	0	79	79	N/A	0	79	79	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Grand Totals	Misc. Totals	436,683	599,757	163,074	37%	436,683	599,757	163,074	37%	0	0	0	N/A	0	0	0
	Grand Totals	764,365	878,789	114,424	15%	764,365	878,789	114,424	15%	301,511	307,516	6,005	2%	301,511	307,516	6,005

Monthly Statistics  
Year over Year  
July 2021 / July 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	427	554	127	30%	427	554	127	30%	1,829	2,073	244	13%	1,829	2,073	244	13%								
	Clark County	438	599	161	37%	438	599	161	37%	5,226	5,852	626	12%	5,226	5,852	626	12%								
	Enterprise	240	282	42	18%	240	282	42	18%	1,765	1,983	218	12%	1,765	1,983	218	12%								
	East Las Vegas	357	416	59	17%	357	416	59	17%	4,264	4,112	-152	-4%	4,264	4,112	-152	-4%								
	Meadows	22	16	-6	-27%	22	16	-6	-27%	104	136	32	31%	104	136	32	31%								
	Rainbow	305	335	30	10%	305	335	30	10%	2,498	2,730	232	9%	2,498	2,730	232	9%								
	Sahara West	400	507	107	27%	400	507	107	27%	2,967	3,068	101	3%	2,967	3,068	101	3%								
	Spring Valley	251	265	14	6%	251	265	14	6%	3,903	3,323	-580	-15%	3,903	3,323	-580	-15%								
	Summerlin	271	312	41	15%	271	312	41	15%	986	1,410	424	43%	986	1,410	424	43%								
	Sunrise	226	283	57	25%	226	283	57	25%	2,158	2,338	180	8%	2,158	2,338	180	8%								
	West Charleston	189	222	33	17%	189	222	33	17%	2,367	2,369	2	0%	2,367	2,369	2	0%								
	West Las Vegas	170	213	43	25%	170	213	43	25%	2,433	2,849	416	17%	2,433	2,849	416	17%								
	Whitney	282	281	-1	0%	282	281	-1	0%	2,703	3,121	418	15%	2,703	3,121	418	15%								
	Windmill	479	604	125	26%	479	604	125	26%	2,424	2,428	4	0%	2,424	2,428	4	0%								
	Urban Totals	4,057	4,889	832	21%	4,057	4,889	832	21%	35,627	37,792	2,165	6%	35,627	37,792	2,165	6%								
Outlying Branches	Blue Diamond	4	1	-3	-75%	4	1	-3	-75%	28	4	-24	-86%	28	4	-24	-86%								
	Bunkerville	4	1	-3	-75%	4	1	-3	-75%	29	30	1	3%	29	30	1	3%								
	Goodsprings	2	1	-1	-50%	2	1	-1	-50%	28	25	-3	-11%	28	25	-3	-11%								
	Indian Springs	12	7	-5	-42%	12	7	-5	-42%	102	158	56	55%	102	158	56	55%								
	Laughlin	50	57	7	14%	50	57	7	14%	671	641	-30	-4%	671	641	-30	-4%								
	Mesquite	119	97	-22	-18%	119	97	-22	-18%	1,135	1,050	-85	-7%	1,135	1,050	-85	-7%								
	Moapa Town	1	0	-1	-100%	1	0	-1	-100%	45	27	-18	-40%	45	27	-18	-40%								
	Moapa Valley	26	14	-12	-46%	26	14	-12	-46%	285	331	46	16%	285	331	46	16%								
	Mt. Charleston	1	2	1	100%	1	2	1	100%	20	13	-7	-35%	20	13	-7	-35%								
	Sandy Valley	5	2	-3	-60%	5	2	-3	-60%	48	18	-30	-63%	48	18	-30	-63%								
	Searchlight	3	5	2	67%	3	5	2	67%	47	83	36	77%	47	83	36	77%								
	Outlying Totals	227	187	-40	-18%	227	187	-40	-18%	2,438	2,380	-58	-2%	2,438	2,380	-58	-2%								
Misc.	CALL	0	0	0	N/A	0	0	0	N/A	27	47	20	74%	27	47	20	74%								
	Outreach	1	4	3	300%	1	4	3	300%	0	0	0	N/A	0	0	0	N/A								
	Online Registration	883	1,203	320	36%	883	1,203	320	36%	0	0	0	N/A	0	0	0	N/A								
	WiFi	0	0	0	N/A	0	0	0	N/A	45,081	45,969	888	2%	45,081	45,969	888	2%								
	Misc. Totals	884	1,207	323	37%	884	1,207	323	37%	45,108	46,016	908	2%	45,108	46,016	908	2%								
Grand Totals		5,168	6,283	1,115	22%	5,168	6,283	1,115	22%	83,173	86,188	3,015	4%	83,173	86,188	3,015	4%								

## ITEM VI.A.2.a.



### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director

**FROM:** Betsy Ward, Branding and Marketing Director

**DATE:** July 31, 2022

**SUBJECT:** Branding and Marketing Activity Report, August 2022

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

### Powerful Partnerships

#### **Planning For Aug. 4 Employ NV Youth Hub Grand Opening**

BAM worked with Nevada Workforce Connections, along with Community Engagement, Library Operations, and General Services to create:

- Promotional materials
- Branch and event signage
- Social media posts leading up to the event
- Joint news release in [English](#) and [Spanish](#) for media and partner outreach





**Vegas Golden Knights 2022-2023 Season Partnership****Creative, PR & Partnership Development**

The BAM team began working with the Vegas Golden Knights (VGK) on the evolution of the partnership and building on the current initiatives (e.g. Vegas Born library card & collectible player bookmarks) with new and updated promotional materials. BAM met in July with VGK Chief Marketing Officer **Eric Tosi** and new Marketing & Authentics Manager **Kloey Carpenter** to review the program history and discuss the activity timeline for 2022-23.

In order to make a splash with an updated card, the team created a sparkly gold design to mirror the team's new uniforms. Our current card vendor is unable to print cards with this effect, and the team researched alternate vendors. Changing vendors delayed the card production process, and as a result, the team and the Golden Knights agreed to shift the debut of the new card until February. This would provide a promotional opportunity mid-season to coincide with Library Lovers' Month.

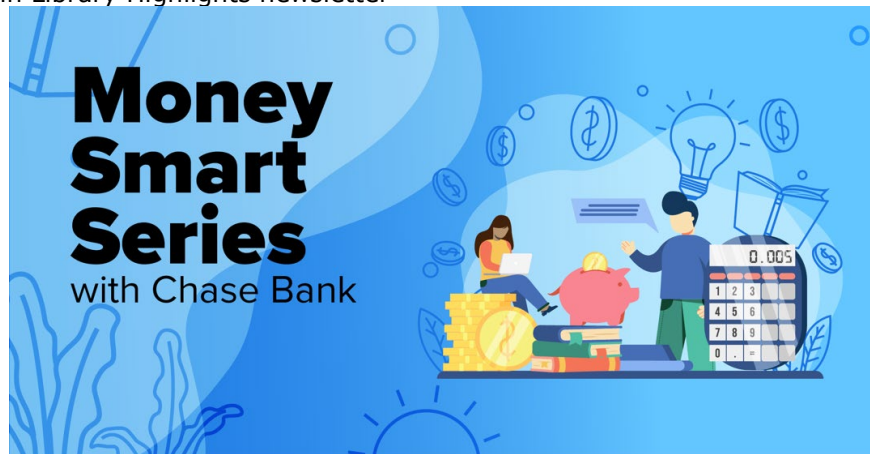
Initiatives that would launch with Library Card Sign-Up Month in September and the start of the hockey season include:

- A new photo shoot with Chance to refresh visual assets for collateral and social posts
- Updated designs for this year's collectible player bookmarks
  - Pre-game activations at T-Mobile Arena, which will include on-site library card sign-ups

**Money Smart Series with Chase Bank**

To promote the financial health workshops offered at 11 library branches as part of a new partnership between the Library District and Chase Bank, BAM created the following:

- A [joint news release](#) with JP Morgan Chase
- Social media posts
- Promotion in Library Highlights newsletter

**Media Coverage:**

- KSNV Monday Money, "[Let's Talk Money & SMART Goals](#)" featuring JP Morgan Chase Community Manager **Malika El Bakkal Lees**, who is the class instructor
- KTNV-TV Channel 13 "[Positively Las Vegas](#)"
- Fox 5 Las Vegas, "[Clark County Libraries to Offer Free Financial Health Workshops](#)"
- KTNV, "[Free Finance Classes in Las Vegas Offered by Library District, Chase](#)"
- Nevada Business Magazine, [Las Vegas-Clark County Library District Partners With Chase to Offer Financial Health Workshops, Free Classes to Focus on Topics Like Budgeting and Home Buying](#)
- Mesquite Local News, "[Library District Partners With Chase To Offer Free Financial Health Workshops](#)"

**UNLV Kiosks**

BAM is working with Library Operations to create a navigation page that will display on UNLV kiosks placed in the lobbies of Centennial Hills and Windmill Library branches in August. The Library District navigation page will be accessible via the kiosk touch screen and will lead users to pages on the Library District website. The page is hosted on the Library District server and can easily be updated as we create new content.

**Powerful Programs****Summer Challenge 2022 Final Promotional Push**

BAM continues to promote this year's Summer Challenge program on the Library District website, inclusion in the Library Highlights eNewsletter, social media, and media messages. Updates in July include:

- Updated Summer Challenge 2022 program [landing page](#) with new events, programs, and staff lists
- Social media posts were scheduled to link back to the Summer Challenge landing page.
- Inclusion in July Library Highlights digital eNewsletters
- Pitching author visits with Pulitzer-prize winners Tracy K. Smith and Hilton Als; wrap-up and coloring contest.
- Tracy K. Smith's event was recorded and shared on our Virtually Anywhere YouTube Channel for two weeks for those that missed her in person. It was viewed 234 times during that period.
- Facebook ad campaign that targets local Parents/Kids/Teens, as well as single Adults.

## Media Coverage:

- KLAS 8 News Now, "[Coloring Our Way Through Summer](#)" in-studio interview with Youth Services Manager **Shana Harrington**
- Moapa Valley progress, "[Moapa Valley Library Hosts Spooktacular Summer Program](#)"
- City Cast Newsletter (July 13), Tracy K. Smith author talk
- City Cast Newsletter (July 27 & 29), Hilton Als author talk

**September is Library Card Sign-Up Month**

With the delay of the new VGK card design due to production issues, the BAM team quickly pivoted and is leveraging the popular neon "I ♥ My Library" logo created in 2021 as the theme for Library Card Sign-Up Month. Promotional materials created include:

- New library card designs with the tagline in English and Spanish – a first for the Library District.
- Branch signage in English and Spanish
- Social media graphics and posts
- T-shirts with the tagline in English

A customer giveaway open to all cardholders. Winners will be selected in a random drawing after September 30. Prizes include: 5, 2-packs of Las Vegas Raiders Tickets; 10 Vegas Golden Knights Official Jerseys; 10 Vegas Golden Knights Chance Plush Toys; 100 "I ♥ My Library" T-shirts

- News releases in English and Spanish

The library cards and T-shirts will feature the Library District's new website address [TheLibraryDistrict.org](https://TheLibraryDistrict.org), which will change as part of the rollout of the new branding campaign. Starting in September, we will begin displaying the new address on marketing materials, and LVCCLD.org will continue to work and forward users to the website.



### Back to School Promotion — The Library Is Your Homework Help Headquarters

BAM created new promotional assets that focus on free tutoring and resources to share in August during Back-to-School season for Kids, Teens, and Adults. These include:

- Creation of new 2022 promotional graphic that The Library District is Your Homework Help Headquarters for use on the website and social media
- Updated [Homework Help landing page](#) with new information & available branch locations, and Kids Café locations and additional resources
- Priority placement on website hero banner beginning August 1
- Social posts will be scheduled throughout the school year that link back to the priority landing pages



### Career Online High School Planning

BAM is working with Literary Services Manager **Jill Hersha** to promote the Adult Learning Program and Career Online High School. Updates in July include the following:

- BAM filmed the Adult Learning classes at East Las Vegas Library & Clark County Library on July 25. This content will be used to create a :30 promo video to promote the Adult Learning Program & COHS on the Library District website and social media channels throughout the year.
- New [landing page](#) on the Library District website was created to highlight the program which was published on July 29.
- Social media posts and prominent homepage placement were scheduled starting August 1
- A new link was added in the main navigation drop-down menu for Career Online High School.
- A [success stories blog post](#) was created to highlight one of our recent graduates.

### Teacher Book Sale

BAM worked with Development Director **JoAnn Prevetti** & Development Officer **Sherry Walker** to promote the Teacher Book Sale at East Las Vegas on July 8. BAM provided:

- Promotional graphic for website & social media
- Flyers for East Las Vegas Library
- Inclusion in Library Highlights eNewsletter
- Filmed b-roll for a promotional video to promote future Teacher Book Sales

Media Coverage:

- KVVU Fox News (July 8, 5 p.m./6:30 p.m./11 p.m.)

### Teen animeFest 2022 Logo Design Contest

BAM worked with **Shana Harrington** to create [a new blog post](#) to help promote this year's logo design contest that details how to enter through August 31.

- Added to website homepage & Teens browse page
- Included in Library Highlights eNewsletter
- Social media promotion through August 31



### Award Entries

The PR team submitted entries to nominate the Library District and its staff for the following awards:

- The Jerry Kline Community Impact Prize, which honors libraries that create impactful programs through partnerships with government and community organizations
- The Library District nominated Volunteer Coordinator **Leslie Valdes** for The Governor's Point of Light award, which recognizes community volunteer programs
- **Kelvin Watson**, for Vegas Chamber Executive of the Year

## Powerful People

### Media Coverage Highlights

Select media coverage of Library District programs and initiatives in July includes:

**Governor Sisolak's** Tour of the One-Stop Career Center at East Las Vegas Library was covered by [KSNV Ch 3](#), [Las Vegas Review-Journal](#), and featured on the [State of Nevada website](#).

Las Vegas Black Image Magazine (July issue); Profile on Executive Director **Kelvin Watson**, "[Cox Communications and Las Vegas Black Image Honor Southern Nevada Leaders for Juneteenth 2022](#)"

Mojave Daily News, "[July packed with activities at Laughlin Library](#)"

Las Vegas Weekly, "[Joy Goldstein's 'southwest Spirit' Library Exhibit Celebrates The Serene Beauty All Around Us](#)"



## Powerful Platforms

### 1950s Census Data Now Available with HeritageQuest

BAM created a [detailed blog post](#) to help promote this new online resource that is now available to all library cardholders.

- Added to website homepage & Adults browse page
- Included in Library Highlights eNewsletter
- Social media promotion

### New Literally Blog – Rediscover the Fun of Games

BAM worked with Head of Collections & Bibliographic Services **Rebecca Colbert** to create [her latest Literally blog](#) for the website which is all about the joy and learning benefits of playing games, plus her recommended titles from the Library District's collection that are all about games.

- Added to website homepage & Audience browse pages
- Included in Library Highlights eNewsletter
- Social media promotion

### July 19 Post-Game Town Hall

The BAM team created a [media sizzle reel](#), featuring media coverage highlights from FY 2022, for the July 19 employee meeting. The video was added to Voyager after the Town Hall for Library District staff to view at their convenience.

### BAM Advertising Campaigns

Publication	Ad Size	Rate	Date Running	Kids Summer Challenge Theme – Have Fun & Win!	Adult Summer Challenge – Have Fun & Win!	Homework Headquarters
Las Vegas Latin Chamber	Full page	Complimentary	July Edition	X		
Black Image	Full page (2)	\$4,000.00	July Edition			X
Las Vegas Weekly	½ page	\$1,681.50	July 14	X		
	¼ page	\$878.75	July 14		X	
	¼ page	\$1,681.50	August 11			X

<b>RJ</b>	<b>Full Page</b>	<b>\$3,500.00 (reg \$5,000.00)</b>	<b>July 10</b>	<b>X</b>		
	<b>Half Page</b>	<b>\$1,750.00</b>	<b>July 10</b>		<b>X</b>	
	<b>Half Page</b>	<b>\$1,750.00</b>	<b>August 7</b>			<b>X</b>
<b>RJ en Espanol (El Tiempo)</b>	<b>½ page</b>	<b>\$770.00</b>	<b>July 13</b>	<b>X</b>		
	<b>¼ page</b>	<b>\$425.00</b>	<b>July 13</b>		<b>X</b>	
	<b>¼ page</b>	<b>\$425.00</b>	<b>August 10</b>			<b>X</b>
<b>Asian Journal</b>	<b>½ page</b>	<b>\$950.00</b>	<b>July 7</b>	<b>X</b>		
	<b>¼ page</b>	<b>\$475</b>	<b>July 7</b>		<b>X</b>	

**Summer Challenge Facebook Ad Campaign**

Total Budget: \$10,000

Run dates: June 6-30

**Ad #1 Targeting: Parents/Kids/Teens**

- Total Budget: \$5,000
- Total Amount Spent: \$4,999.91
- Total Link Clicks: 6,342
- Cost Per Click: \$.79
- Total People Reached: 131,327
- Ad URL: <https://fb.me/1IZkxX2OaQbmwva>

**Ad #2 Targeting: Adults**

- Total Budget: \$5,000
- Total Amount Spent: \$4,999.91
- Total Link Clicks: 4,597
- Cost Per Click: \$1.09
- Total People Reached: 165,500
- Ad URL: <https://fb.me/1LI8VJYFdegZinz>

**Ad Targeting:**

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

**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.

**July 1 Issue: Meet Pulitzer Prize-Winning Authors + Teen animeFEST Logo Contest + How to Buy a Car**

Topics: There's still time to join Summer Challenge messaging + new grand prize package of a Family 6-pack of tickets to see Adam London at the Orleans Hotel & Casino, promoting the live presentations by Pulitzer Prize-winning authors Tracy K. Smith & Hilton Als as part of Summer Challenge for Adults, 2022 Teen animeFest Logo Contest details, Tips for Teens: Buying Your First Car virtual workshops, Information about the Library District being closed on July 4, Upcoming Must-See Events & Programs as selected by PVS/YS/BAM, sharing Clark County's 1 October Memorial initiative, a local discount to Illuminarium at AREA15, and a call-to-action to donate to the Library District Foundation.

- 102,682 unique opens with a 28% open rate
- 1,739 unique clicks generated
- Sent to 368,168 unique emails
- 913 unsubscribes

**July 15 Issue: Book Festival + Habitat for Humanity Applications + Money Smart Classes + Adulting 101 Guides for Teens!**

Topics: Whitney Summer Book Festival with featured children's authors as part of Summer Challenge, the Money Smart Series in partnership with Chase Bank, the latest Literally blog from **Rebecca Colbert**, the free Adulting 101 Guides for young Nevadans that are now available at all Library District branches, upcoming Must-See Events & Programs as selected by PVS/YS/BAM; information about Habitat for Humanity now accepting applications for affordable houses and our monthly call-to-action to donate to the Library District Foundation.

- 88,668 unique opens with a 24% open rate
- 2,170 unique clicks generated
- Sent to 368,836 unique emails
- 650 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 (June 19 – July 19, 2022):
  - Total CTR (click-through rate) **was 20%, setting a new high to date.** Our CTR continues to be above the median average across Google Grants, which is 10%.
  - 54 people successfully signed up for a digital eCard directly from our ads
  - 31 people found our LGBTQIA+/Pride page during National Pride Month, specifically searching for something related to Pride Month and available resources
  - 31 calls to branches directly from ads
  - 11 people found our Comics Plus blog post about this newly available online resource
  - We continue to send qualified traffic to the Summer Landing page, and we are seeing people find the Library District when searching for popular online resources Hoopla and Libby, which link back to the dedicated content we have created on LVCCLD.org.

**Social Media Highlights**



**Senator Jacky Rosen** @SenJackyRosen · 2m

It's so important to introduce children to the wonderful world of STEM at a young age & ignite a lifetime of curiosity.

This program from @LVCCLD & @DiscoveryLV will provide kids in Southern NV with FREE hands-on, interactive STEM activities.

Check it out throughout July! 🌟



**Las Vegas-Clark County Library District** @LVCCLD · Jul 13

Climb on board DISCOVERY on Wheels this month at a library near you! Educators from @DiscoveryLV will provide FREE hands-on, interactive #STEM take & make activities each week 🤖 Visit our website for all the details & dates: [bit.ly/3Qd55Dw](https://bit.ly/3Qd55Dw) #SummerChallenge





**Anna Alberson** @Alberson4Judge · 36m

My experience as a Truancy Court Judge for @ClarkCountyNV showed me how real food insecurity is for so many children in our community. Thank you @threesquareLV and @LVCCLD for teaming up on this program. So important in our community! #community #support #foodinsecurity #LasVegas



**Three Square Kids Café**  
Free Meals for Kids & Teens

• Free meals are provided in the Youth Services Department by Three Square.

• For kids and teens up to age 18.

• For questions or more information, please call the library branch.

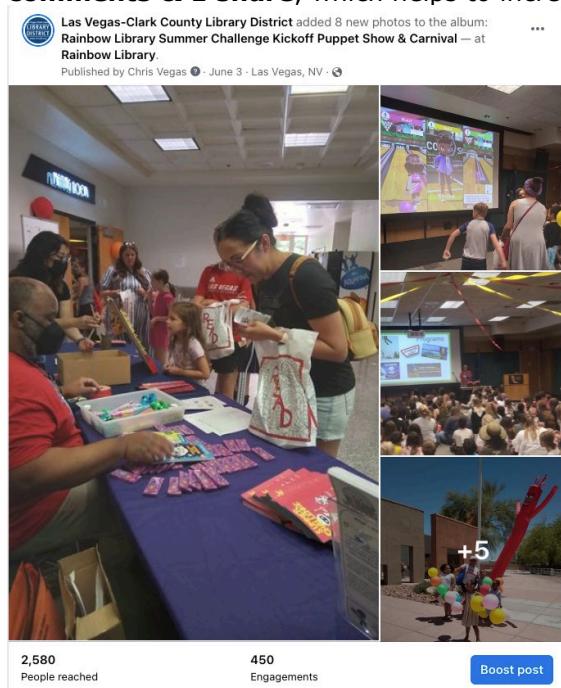
Clark County Library	Indian Springs Library	Spring Valley Library	West Las Vegas Library
1001 S. Canyon Rd. Las Vegas, NV 89102 Monday - Saturday 9 a.m. - 4 p.m. @lvccld	1110 S. 1st St. Las Vegas, NV 89101 Monday - Wednesday & Thursday 10 a.m. - 1:30 p.m. @lvccld	1001 S. 1st St. Las Vegas, NV 89101 Monday - Thursday 10 a.m. - 1:30 p.m. @lvccld	1001 S. 1st St. Las Vegas, NV 89101 Monday - Thursday 10 a.m. - 1:30 p.m. @lvccld
East Las Vegas Library	Southwest Library	Whitney Library	Clark County Library District
1001 S. 1st St. Las Vegas, NV 89101 Monday - Wednesday & Friday 10 a.m. - 1:30 p.m. @lvccld	1001 S. 1st St. Las Vegas, NV 89101 Monday - Thursday 10 a.m. - 1:30 p.m. @lvccld	1001 S. 1st St. Las Vegas, NV 89101 Monday - Thursday 10 a.m. - 1:30 p.m. @lvccld	1001 S. 1st St. Las Vegas, NV 89101 Monday - Thursday 10 a.m. - 1:30 p.m. @lvccld

Branding and Marketing Report  
Page 11

## Top Social Media Posts June 2022

## Facebook:

BAM created a Facebook Photo Album to share Rainbow Library's Summer Challenge Kickoff Puppet Show & Carnival. This post generated **3,049 organic impressions, 450 user engagements**, including **2 comments & 1 share**, which helps to increase the total reach of the post.





**Twitter:**

The top Tweet for the month was our post to help promote the BTS Take and Make Proof Part at Spring Valley Library. This dynamic branch program tied into a very popular fanbase, and marks the second BTS-themed program BAM has helped them promote. This demonstrates the power of tying Library District programming to current pop culture trends online with this Tweet generating **2,165 organic impressions, 165 user engagements, & 10 Retweets.**

**Instagram:**

Our most popular post on Instagram for June promoted the West Las Vegas Library Spanish Conversation Group, which now meets every other Thursday. This post generated **1,491 organic impressions & 88 total user engagements, with seven user comments.**



**LinkedIn:**

The Library District's most popular post on LinkedIn in June was to share that the Library District won the American Library Association's "Library of the Future" Award during the annual ALA Conference. **Kelvin Watson** and Board of Trustees Vice-Chair **Nathaniel Waugh** were on hand to accept this prestigious award. This generated **201 total user engagements, with 17 user comments, plus four shares of the post.**


**Analytics for Web and Social Media –  
June 2022 + 30-Day Comparison + Year-Over-Year  
LVCCLD Facebook**

	Fans	Impressions	Post Engagements	Link Clicks
<b>June 2022 Statistics</b>	14,024	1,355,758	37,250	12,782
<b>% Gain from May</b>	+1%	+153%	+21%	+98%
<b>% Gain from June 2021</b>	+9%	+419%	+506%	+1082%
<b>% Gain from June 2020</b>	+14%	+496%	+339%	+2660%

**Notes:** BAM continued its Summer Challenge digital advertising campaign on Facebook/Instagram throughout June which helped to drive big gains across all of our key analytics on this social media

platform. BAM is using the dedicated Summer Challenge promo videos for Parents/Kids/Teens & Adults throughout the duration of this year's campaign as dynamic video content is prioritized by Facebook.

**LVCCLD Twitter**

	<b>Followers</b>	<b>User Engagements</b>	<b>Organic Impressions</b>	<b>Link Clicks</b>
<b>June 2022 Statistics</b>	4,109	3,614	102,090	198
<b>% Gain from May</b>	+1%	+37%	-5%	+6%
<b>% Gain from June 2021</b>	+11%	+1%	-63%	-1%
<b>% Gain from June 2020</b>	+22%	+40%	-46%	-23%

**Notes:** Our total followers, user engagements and link clicks back to LVCCLD.org were all up from the previous month, but we did drop slightly in the total organic reach of our posts. Each month on Twitter 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**

	<b>Followers</b>	<b>User Engagement</b>	<b>Impressions</b>	<b>Total Likes</b>	<b>Total Comments</b>
<b>June 2022 Statistics</b>	5,462	1,970	120,922	1,681	184
<b>% Gain from May</b>	+2%	-17%	+46%	-17%	-.5%
<b>% Gain from June 2021</b>	+24%	+3%	+54%	+3%	+28%
<b>% Gain from June 2020</b>	+63%	+35%	+124%	+26%	+212%

**Notes:** We increased our total followers and reach, but our user engagement dipped slightly from the previous month. Our analytics are up year-over-year, which can be partially attributed to our continued Summer Challenge digital advertising campaign on Facebook & Instagram. BAM continues to utilize the IG Stories feature to promote the weekly priority events & programs happening across the Library District.

**LVCCLD LinkedIn**

	<b>Followers</b>	<b>Impressions</b>	<b>User Engagement</b>	<b>Post Shares</b>	<b>Link Clicks</b>
<b>June 2022 Statistics</b>	1,519	5,215	560	13	198
<b>% Gain from May</b>	+2%	+28%	+107%	+18%	+51%
<b>% Gain from June 2021</b>	N/A	N/A	N/A	N/A	N/A
<b>% Gain from June 2020</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** BAM continues to work with HR to post timely updates to the Library District's LinkedIn account, in addition to the latest job openings that HR lists. LinkedIn is a professional networking site and is primarily used for employment & career networking, so our total user engagements on this platform will not be as robust as on traditional social media platforms.

**YouTube**

	<b>Channel Subscribers</b>	<b>Total Impressions</b>	<b>Total Channel Watch Time</b>	<b>Average View Duration</b>
<b>June 2022 Statistics</b>	1,181	20,300	64 hrs	1 min 25 sec
<b>% Gain from May</b>	+1%	+1%	-2%	+8%
<b>% Gain from June 2021</b>	+15%	+66%	+222%	+4%
<b>% Gain from June 2020</b>	N/A	N/A	N/A	N/A

**Notes:** We continue to increase our total channel subscribers and average view duration, but without consistent new video content added, our analytics will fluctuate on this platform as YouTube's algorithm prioritizes fresh content. With

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

	<b>Unique Visitors</b>	<b>Unique Homepage Views</b>	<b>Total User Sessions</b>	<b>Average User Sessions</b>	<b>Average Session Duration</b>
<b>June 2022 Statistics</b>	87,288	109,510	249,089	2.40	3 min 45 sec
<b>% Gain from May</b>	+3%	+4%	+4%	+2%	+1%
<b>% Gain from FY 20-21</b>	N/A	N/A	N/A	N/A	N/A
<b>% Gain from FY 19-20</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** We increased our total external traffic to the website, user sessions, and average time spent on the website which can be attributed to BAM's continued promotion of Summer Challenge through print & digital advertising campaigns, along with eNewsletter placement and organic social media posts.

Beginning with the September Board Report, BAM will be able to include year-over-year comparisons as we will have compiled accurate external reporting data over the course of the previous fiscal year to show comparisons. Previous data was skewed during the COVID-19 pandemic when the Library District was closed for extended periods, and more residents were at home.

## ITEM VI.A.2.a.



### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director

**FROM:** Betsy Ward, Branding and Marketing Director

**DATE:** August 31, 2022

**SUBJECT:** Branding and Marketing Activity Report, September 2022

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for the month of August 2022 and analytics compiled from the period of July 1-31, 2022.

### Powerful Partnerships

#### **Employ NV Youth Hub & Teen Zone Grand Opening on August 4**

BAM assisted with the Aug. 4 grand opening and ribbon cutting of the Employ NV Youth Hub & Teen Zone at the West Charleston Library. The team supported the event with:

- Still photography and b-roll filming for future promotional video
- Media outreach
- Event staging
- Talking points for Executive Director **Kelvin Watson**, who served as the emcee for the event
- Real-time social media coverage during the event

#### **Media Coverage:**

- Nevada Independent, "[Centro en Las Vegas Busca Abordar Desempleo Juvenil Usando Realidad Virtual](#)"
- Nevada Independent, "[Career Hub in Vegas Seeks to Tackle High Youth Unemployment with Virtual Reality; Employ NV Youth Hub & Teen Zone Now Open at West Charleston Library](#)"
- Vegas Business Digest, "[Employ NV Youth Hub & Teen Zone Opens Inside West Charleston Library](#)"
- Nonprofit News Las Vegas, "[Employ NV Youth Hub & Teen Zone to Open Inside West Charleston Library on August 4](#)"





#### **Buen Aire Para Todos/Good Air for All**

BAM participated in a meeting about the Library District's participation in "Buen Aire Para Todos"/Good Air for All project with **Dr. Derek Kauneckis** from Desert Research Institute (DRI), Community Engagement Director **Matt McNally**, IT Director **Al Prendergast**, IT Assistant Director **Ron Melnar**, and General Services Director **John Vino**. PR provided information about the Library District to DRI's PR team for a press release.

#### **Media Coverage:**

- Nevada Independent, "[New Pollution-tracking Grant Could Pave Way for Cleaner Air in East Las Vegas](#)"
- Las Vegas Review-Journal, "[This Vegas Neighborhood is Known for Poor Air Quality. New Sensors May Help.](#)"
- KLAS 8 News, "\$300K EPA Grant to Help Improve Air Quality Monitoring in East Las Vegas"

#### **Vegas Golden Knights 2022-2023 Season Partnership Updates**

##### **Creative, PR & Partnership Development**

To continue prepping for the new Vegas Golden Knights (VGK) library card design for Library Lovers' Month in February, BAM worked on the following initiatives:

- Conducted a new photoshoot with Chance at East Las Vegas Library
- Provided player bookmark questions to the VGK marketing team



## Powerful Programs

### September is Library Card Sign-Up Month

In preparation for Library Card Sign-Up Month starting September 1, BAM worked on the following in August:

- Promotional materials for branches featuring the neon "I ♥ My Library" logo.
- Promotional T-shirts were received and will be distributed to staff by September 1.
- Signage was printed and bundled for distribution to branches by September 1.
- Updated [#GetCarded Challenge Landing page](#) with new promotional graphics.
- Updated [#GetCarded Challenge giveaway page](#) & form for cardholders to enter September 1-30.



EXTERIOR BANNER



WINDOW CLING



LARGE DESKTOP SIGN



STAFF SHIRTS



TRUCKWRAP



INTERIOR BANNER



SM DESKTOP SIGN



SM DESKTOP SIGN

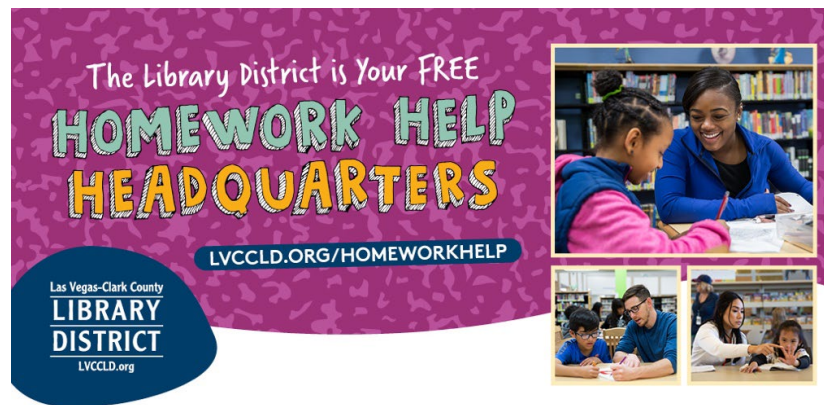
**Back to School Promotion — The Library District is Your Homework Help Headquarters**

BAM continued to promote tutoring services as the start of the school year approached with priority placement on the Library District website, eNewsletter inclusion, and dedicated social media posts. Because of the connection between learning and nutrition, we also co-promoted the Three Square Meals for Kids and Teens available at the branches.

**Media Coverage:**

- KTNV Ch 13, "[The Library District Is Your Homework Help Headquarters](#)"
- Spring Valley Library Youth Services Department Head **Juliette Loeb** explains to KTNV's **Justin Hinton** how free tutoring at libraries with CCSD teachers can benefit students and parents. The Library District has also partnered with Three Square to provide free meals for kids at several library branches.
- KTNV Ch 13, A story on early learning and literacy featured Summerlin Library Youth Services Department Head **Jude Gomez**
- KTNV Ch 13, "[Library District Teaming Up With Three Square to Provide Kids Meals at Select Branches](#)"

Black Image Magazine: "[Find Your Homework Help Headquarters at Your Neighborhood Library; FREE After-School Tutoring and Free Healthy Meals Keep Kids Skills Sharp](#)"

**Career Online High School Promotion**

The new redesigned [Career Online High School webpage](#) was published on July 29 in time to include in our August promotions for back-to-school resources. BAM worked with Literacy Services Manager **Jill Hersha** in the Adult Learning Program as well as with the Marketing Team at Smart Horizons to create the new page and graphics to promote on social media.

**Teen animeFEST 2022 Logo Design Contest Update**

BAM continued to promote the entry period through August 31, which will then be voted on by the YPL department & Youth Services Manager **Shana Harrington**. BAM worked on the following:

- Priority placement of [Teen animeFEST 2022 blog](#) on website homepage & Teens browse page
- Social media promotion through August 31





#### **Library District License Plate Proposal**

BAM is preparing for **Kelvin Watson's** Sept. 2 presentation to the DMV where he will introduce the Library District's proposal for a custom license plate featuring the neon "I ♥ My Library" design.



## **Powerful People**

#### **Media Coverage Highlights**

Select media coverage of Library District programs and initiatives in August includes:

KCLV Ch 2 Access City Council, the City of Las Vegas' online news program, featured an interview with Councilman **Cedric Crear** who spoke about the [new West Las Vegas Library](#) and the benefits it will bring to the community.

Black Image Magazine Online featured a profile on **Kelvin Watson** in "[Cox Communications and Las Vegas Black Image Honor Southern Nevada Leaders for Juneteenth 2022](#)"

News 3 covered Congresswoman **Susie Lee's** Aug. 11 Visit to Employ NV Business Hub at West Sahara Library

Nevada Today, University of Nevada, Reno's newsroom, featured a story about the [University of Nevada, Reno Extension is partnering with Las Vegas-Clark County Library District and Vegas PBS](#) to host the seventh annual Kickoff to Kindergarten fair.

Moapa Valley Progress, "[Moapa Valley Summer Art Class Students Display W](#)

## Powerful Platforms

### The Library District's Kids & Teens Collections Are Back in Libby! – Blog Post!

BAM worked with Head of Collections & Bibliographic Services **Rebecca Colbert** to create [a blog post](#) for the website about the return of Kids & Teens collections to the Libby app, which was published on August 16.

- Added to website homepage & Audience browse pages
- Included in Library Highlights eNewsletter
- Social media promotion

### Text Message Notifications - Blog Post!

BAM worked with Access Services Manager **Sufa Anderson** to create [a blog post](#) that promoted the availability of our new text message account notification tool, which was published on August 4.

- Added to website homepage & Audience browse pages
- Included in Library Highlights eNewsletter
- Social media promotion

### BAM Advertising Campaigns

Publication	Ad Size	Rate	Date Running	Homework Headquarters
Las Vegas Latin Chamber	Full page	Complimentary	August Edition	X
Black Image	Full page (2)	\$4,000.00	August Edition	X
Las Vegas Weekly	¼ page	\$1,681.50	August 11	X



<b>RJ</b>	<b>Half Page</b>	<b>\$1,750.00</b>	<b>August 7</b>	<b>X</b>
<b>RJ en Espanol (El Tiempo)</b>	<b>¼ page</b>	<b>\$425.00</b>	<b>August 10</b>	<b>X</b>

**Summer Challenge Facebook Ad Campaign**

Total Budget: \$1,000

Run dates: July 1-25

**Ad #1 Targeting: Parents/Kids/Teens**

- Total Budget: \$1,000
- Total Amount Spent: \$999.58
- Total Link Clicks: 1,910
- Cost Per Click: \$.52
- Total Impressions: 125,600
- Total People Reached: 31,561
- Ad URL: <https://bit.ly/3Ch680u>

**Ad #2 Targeting: Adults**

- Total Budget: \$1,000
- Total Amount Spent: \$989.21
- Total Link Clicks: 2,016
- Cost Per Click: \$.49
- Total Impressions: 147,570
- Total People Reached: 37,080
- Ad URL: <https://bit.ly/3PQqcu5>

**Ad Targeting:**

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

**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.

[August 2 Issue](#): **Free Meals for Kids + Research Your Roots + Homework Help**

Topics: Watch the video recording of Pulitzer-Prize-Winner Tracy K. Smith' library visit as part of Summer Challenge, the Library District's partnership with Three Square for the Kids Café meals for kids & teens, Discover your family history using HeritageQuest which is now available to all library cardholders, the Library District's free homework help with the Teachers in Libraries program, with in-branch tutoring services beginning on August 8, the Library District Fundraiser Night with the Las Vegas Aviators on August 19 where the Aviators will donate \$5 from every ticket purchased to the Library District, plus upcoming Must-See Events & Programs as selected by PVS/YS/BAM, and our monthly call-to-action to donate to the Library District Foundation.

- 72,552 unique opens with a 19.6% open rate
- 1,895 unique clicks generated
- Sent to 370,048 unique emails
- 501 unsubscribes

#### **August 16 Issue: Youth Hub & Teen Zone Now Open + Opt-In for Text Message Notifications + New CSN Classes**

Topics: The new Employ NV Youth Hub & Teen Zone inside West Charleston Library are now open, Text message notifications are now available to all library cardholders, information about the Career Online High School with a link to the new landing page on the Library District website, re-watch Hilton Als' recent Author Visit as part of Summer challenge which is available to stream on the Library District's YouTube channel until August 23, the CSN Open House events at East Las Vegas Library and Clark County Library on August 20, a reminder that the Library District will be closed on September 5 for Labor Day, upcoming Must-See Events & Programs as selected by PVS/YS/BAM; take the City of Las Vegas survey to help impact the future of the East Las Vegas neighborhood and our monthly call-to-action to donate to the Library District Foundation.

- 117,589 unique opens with a 32% open rate
- 1,663 unique clicks generated
- Sent to 371,460 unique emails
- 990 unsubscribes

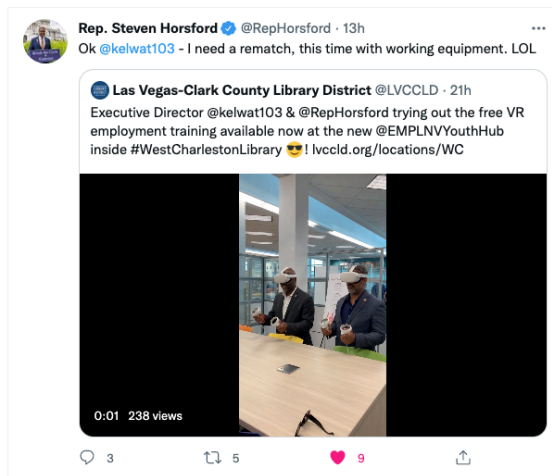
#### **Google AdWords Grant Update**

- 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 drive 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 (July 20 – August 16):
  - Total Google Grant spend for July was \$6,558, which is the highest since January 2022
  - Total click-through-rate (CTR) for past month was 19.32%, which continues to be one of the highest across all Nonprofit Megaphone Clients

Branding and Marketing Report  
Page 9

- Generated 4,284 clicks from our Google Ads throughout July, which set a new high.
- 32 calls to branches directly from ads
- Homework Help ads are picking up traction now that the 2022-2023 school year has started
- Adult Learning Program/Classes ads are performing well, which include links to the [new Career Online High School landing page and customer success story](#).
- People searching for "Flamingo Library" are generating a 75% CTR on our ads that direct them to Clark County Library Locations page.

## Social Media Highlights



**Top Social Media Posts July 2022****Facebook:**

BAM worked with **Rebecca Colbert** to take photos to help promote the new Toy Lending Library items her department have sent out to Library District branches. This post generated **3,600 organic impressions, 355 user engagements, including 14 comments & 11 shares**, which helps to increase the total reach of the post.

**Twitter:**

The top Tweet for the month was one of our real-time posts during Governor Sisolak's visit to the One-Stop Career Center inside East Las Vegas Library. This demonstrates a powerful partnership with the Governor sharing our Tweet to help increase the reach as it generated **11,831 organic impressions, 167 user engagements & 12 Retweets**.

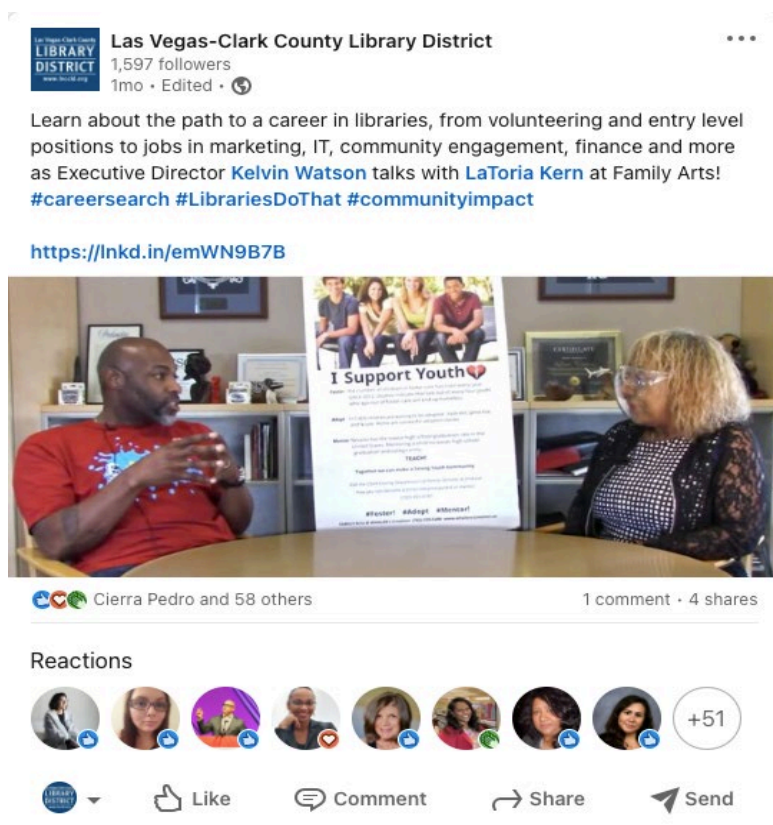
**Instagram:**

Our most popular post on Instagram for July was a branch submitted video to promote the popular Hogwarts Express, Harry Potter-themed program at Sahara West Library. This fun video generated **1,681 organic impressions & 82 total user engagements, with six user comments.**

**LinkedIn:**

The Library District's most popular post on LinkedIn for July was sharing the video interview that **Kelvin Watson** did with **LaToria Kern** from Family Arts that talked about the free services and resources available at the Library District. This generated **81 total user engagements, plus four shares of the post.**





### **Analytics for Web and Social Media – July 2022 + 30-Day Comparison + Year-Over-Year**

#### **LVCCLD Facebook**

	Fans	Impressions	Post Engagements	Link Clicks
<b>July 2022 Statistics</b>	14,147	406,537	12,240	4,444
<b>% Gain from June</b>	+1%	-70%	-67%	-65%
<b>% Gain from July 2021</b>	+9%	+40%	+113%	+220%
<b>% Gain from July 2020</b>	+13%	+168%	+72%	+626%

**Notes:** BAM concluded its Summer Challenge digital advertising campaign on Facebook/Instagram which helped to keep our key analytics higher than the monthly average, but significantly down from the last two months where we spent more on the digital advertising campaign. Our post-Summer Challenge numbers will be lower on this platform due to the conclusion of our digital advertising campaign.

**LVCCLD Twitter**

	<b>Followers</b>	<b>User Engagements</b>	<b>Organic Impressions</b>	<b>Link Clicks</b>
<b>July 2022 Statistics</b>	4,138	2,702	100,200	200
<b>% Gain from June</b>	+1%	-24%	-1%	+3%
<b>% Gain from July 2021</b>	+11%	-26%	-87%	-40%
<b>% Gain from July 2020</b>	+22%	-16%	-46%	-50%

**Notes:** Our total followers and link clicks back to LVCCLD.org increased from June, but we did drop on total user engagements. Each month on Twitter 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**

	<b>Follower s</b>	<b>User Engagem ent</b>	<b>Impress ions</b>	<b>Total Likes</b>	<b>Total Comments</b>
<b>July 2022 Statistics</b>	5,509	1,979	68,924	1,673	221
<b>% Gain from June</b>	+1%	+1%	-43%	-1%	+20%
<b>% Gain from July 2021</b>	+23%	+2%	-58%	-3%	+73%
<b>% Gain from July 2020</b>	+58%	-1%	-13%	-8%	+295%

**Notes:** We increased our total followers and user engagements from the previous month, but our total impressions decreased. The increased user engagement can be partially attributed to BAM's final promotional push for Summer Challenge, which included digital advertising campaign on Facebook & Instagram. Each month BAM continues to utilize the IG Stories feature to promote the weekly priority events & programs happening across the Library District.

**LVCCLD LinkedIn**

	<b>Follower s</b>	<b>Impressio ns</b>	<b>User Engage ment</b>	<b>Post Shares</b>	<b>Link Clicks</b>
<b>July 2022 Statistics</b>	1,576	6,143	468	15	179
<b>% Gain from June</b>	+4%	+18%	-16%	+15%	-10%
<b>% Gain from July 2021</b>	N/A	N/A	N/A	N/A	N/A
<b>% Gain from July 2020</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** Each month BAM works with HR to post timely updates to the Library District's LinkedIn account, in addition to the latest job openings that HR lists. We were encouraged to see increases with total followers, impressions, and post shares, but we did dip in total user engagements. LinkedIn is a professional networking site and is primarily used for employment & career networking, so our total user engagements on this platform will not be as robust as on traditional social media platforms.

**YouTube**

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
<b>July 2022 Statistics</b>	1,198	23,200	54.3 hrs	1 min 49 sec
<b>% Gain from June</b>	+1%	+14%	-15%	+28%
<b>% Gain from July 2021</b>	+15%	+90%	+173%	+33%
<b>% Gain from July 2020</b>	N/A	N/A	N/A	N/A

**Notes:** Our total channel subscribers' impressions and average view duration were up, but we were down in total channel watch time. We were significantly up year-over-year in all our key analytics on this social media platform, but without new video content being consistently added, our monthly analytics will continue to fluctuate on this platform as YouTube's algorithm prioritizes fresh content.

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

	Unique Visitors	Unique Homepage Views	Total User Sessions	Average User Sessions	Average Session Duration
<b>July 2022 Statistics</b>	86,740	112,870	255,676	2.44	3 min 47 sec
<b>% Gain from June</b>	-1%	+3%	+3%	+2%	+1%
<b>% Gain from July 2021</b>	-5%	-35%	+9%	-5%	-5%
<b>% Gain from July 2020</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** We increased our unique homepage views, user sessions, and average time spent on the website, but dipped slightly in total unique website visitors. This can be attributed to BAM's final promotional push for this year's Summer Challenge through print & digital advertising campaigns, along with eNewsletter placement and organic social media posts.

Starting with this month's Board Report, BAM will now be including year-over-year comparisons as we have compiled accurate external reporting data over the course of the previous fiscal year to show comparisons. Previous data was skewed during the COVID-19 pandemic when the Library District was closed for extended periods, and more residents were at home.

## ITEM VI.A.2.b.



### MEMORANDUM

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

This report provides an overview of District-wide Community Engagement initiatives including adult literacy services, art gallery services, outreach services, project management, programming and venues services, adult services administration, and youth services administration. This report covers a one-month period of staff activity from **June 1, 2022 – June 30, 2022.**

#### POWERFUL PEOPLE

- Staff attended Science in the Rockies for program training and professional development led by national science expert Steve Spangler.
- Met with conductor Yunior Lopez about Las Vegas Young Artists Orchestra programming in Library District art galleries.
- Held interviews for vacant part-time Literacy Instructors. These positions will teach ESL (English as a Second Language) classes beginning in July.
- Programming and Venues Services staff held after action review meetings for the *Summerlin Chalk It Up Festival* and the *Cell Phone Lending* program.
- The West Las Vegas and West Charleston libraries held programs to celebrate Juneteenth.
- Officials from the city of Las Vegas visited the Performing and Visual Arts Camp in June. The visit included Councilman Cedric Crear, Deputy Director of Cultural Affairs Maggie Plaster, and Director of Parks, Recreation, and Cultural Affairs Steve Ford.
- Presented to workforce development staff from Austin, Texas on the partnership between the Library District and Workforce Connections to implement the Employ NV Business Hub.
- Met with Mahalia Jaramillo from the Office of Senator Rosen to discuss future partnership opportunities.

#### POWERFUL PLACES

- Presented *Best Practices in Training and Professional Development* at the National Association for the Education of Young Children's (NAEYC) Professional Learning Institute Conference 2022 in Cleveland, Ohio.
- Hosted a public reception at Sahara West Library for Scott Bauer's painting exhibit *Art of Inspiration*, Natalie Christesen's photo exhibit *The Deconstructed Self*, and the Nevada Clay Guild's exhibit *Diversity in Clay*.

Community Engagement Report  
Page 2

- Library District art galleries were voted Best Gallery in the Las Vegas Weekly's 2022 Best of Vegas Contest.
- Literacy Services staff traveled to Searchlight Library and provide assessments of adults seeking high school completion: HSE preparation and the Career Online High School. The Adult Learning Program is making efforts to better serve rural library locations through virtual learning opportunities.
- Staff represented the Library District at two Juneteenth celebrations at Desert Breeze and Pearson community centers.
- Engaged with the LGBTQIA+ community at the Henderson Pride Fair.
- Coordinated with General Services to repaint the multipurpose and board rooms at Sahara West Library.
- Summer Challenge programming continued with *Pirates of the Sea* at ten library branches and Fratello Marionettes with their new show *Spooktacular* at 15 library branches.

**POWERFUL PARTNERSHIPS**

- Staff served as a volunteer judge for Clark County Public Arts' exhibit at the Government Center titled *Mojave: Flora & Fauna*.
- Met with Nevada Adult Basic Education Director Nancy Olsen to negotiate annual performance targets for the Adult Education and Family Literacy Act (AEFLA) FY 2022-2023 program year.
- Through a stipend from American Institute of Research (AIR), four Literacy staff attended an online teaching conference. Breakout sessions provided best practices for providing quality virtual classes and technology requirements for a seamless educational experience. The Adult Learning Program will launch virtual High School Equivalency preparation classes in fall 2022.
- Participated in Tiny Jam, an event at the Desert Breeze Community Center in partnership with Tiny Hikes, the largest early childhood education social learning group in Las Vegas.
- Facilitated nine early childhood education programs at Temple Beth Shalom's Summer Camp.
- Collaborated with Discovery Children's Museum to create four health science children's programs per week at East Las Vegas, Rainbow, Sunrise, and West Las Vegas libraries.
- Partnered with the Clark County Election Department to establish the following libraries as early voting locations for the primary election: East Las Vegas, Enterprise, Laughlin, Rainbow, Sahara West, and Windmill. These libraries will serve as polling locations for the general election: Laughlin, Rainbow, and Sahara West.
- Met with T3 Innovative Gaming to offer coding classes via a secure Minecraft server for library customers in grades K-12.
- Met with Princeton Review to offer free classes and assist juniors and seniors in choosing the right college or prepare for the PSAT and/or ACT tests.
- Engaged with the Armed Forces Chamber of Commerce to provide veteran program offerings.

**POWERFUL PLATFORMS**

- Conducted a *Spanish for Beginners* virtual workshop.
- East Las Vegas Library staff launched a *Theatrical Sound Engineers & Composers Association* program. This multi-week program teaches customers the skills needed to pursue employment in sound design and recording.



Community Engagement Report  
Page 3

- Beanstack, the online tracking platform for Summer Challenge was utilized to run several reports at the end of June. As of June 30, 5,704 youth customers enrolled in the challenge. Youth customers read a total of 1,977,545 minutes and earned 14,617 badges.
- Provided Human Resources ideas for Library District New Leader Onboarding.
- Attended the *Dare to Think* summit by invitation in Scottsdale, Arizona. Arts leaders from around the nation were asked to share their thoughts on the future of the industry.
- Met with RTC to discuss the current Instant Digital Card campaign.
- Met with UNLV to discuss the implementation of a university kiosk at a library.
- Conducted a virtual program training test run in preparation for staff training in July.
- Redeveloped methods to collect Library District statistics. A new report will be used to communicate measurements to the Board of Trustees early next fiscal year. The new reporting method will also assist staff better report on different types of programming, target audiences, alignment with the strategic plan, DEIA (Diversity, Equity, Inclusion, and Accessibility), surveys from Nevada Library Association and American Library Association, and special Library District initiatives.

## HIGHLIGHTED EVENTS

*Gallery Reception Night*  
Sahara West



*Barbara Abbott Rag Doll Display*  
Sahara West



*A Sista's Imagination Reception*  
West Las Vegas



*Talewise: Pirates at Sea*  
Enterprise



Community Engagement Report  
Page 4

*Discovery on Wheels Workshop  
Rainbow*



*Henderson Pride 2022  
Outreach Event*



*Las Vegas Men's Chorus Pride Concert  
Clark County*



*Juneteenth Emancipation Celebration  
West Charleston*



*Nevada Juneteenth Committee Jazz  
Concert and Community Awards  
Clark County*



*Theatrical Sound Engineers & Composers  
Association  
East Las Vegas*





*Clint Holmes Live*  
Clark County



*Diving in to Belly Dancing*  
West Charleston



*Shadow Puppet Show*  
Mesquite



### COMING HIGHLIGHT EVENTS IN AUGUST

<i>Kids Café: Free Afterschool Meals for Kids</i>	11 library branches	ongoing
<i>Las Vegas Polymer Clay Guild</i>	West Las Vegas	2
<i>Las Vegas Stories   Under Neon Skies</i>	Clark County	4
<i>Suzanne Acosta: Until It Speaks Back</i>	Centennial Hills	11
<i>Hispanic Communication Academy</i>	East Las Vegas	13 -20
<i>Stuck In Reverse Bluegrass Band</i>	Sahara West, Windmill	13 - 14
<i>Nonprofit Resource Fair</i>	Sahara West Library	17
<i>Mobilizing People with James Hsu</i>	Whitney	20

Community Engagement Report  
Page 6

<i>Fall Fruit Trees and Blackberries! Preparations and Plantings</i>	Summerlin	21
<i>Nevada Camera Club</i>	Whitney	23
<i>Streetlight Cadence</i>	Whitney, Clark County, Windmill	25-27
<i>Remember Always, Never Forget Our Heroes – Veteran’s Festival</i>	Whitney	27
<i>Author Visit - An Afternoon with Lindsay Ellis</i>	Sahara West	28

**COMING HIGHLIGHT EVENTS IN SEPTEMBER**

<i>Las Vegas Stories   Organized Crime in Las Vegas</i>	Clark County	1
<i>Engineering for Kids</i>	West Las Vegas	1, 8, 15, 22, 29
<i>King Ibu - Live In Concert</i>	Rainbow, Sahara West	3, 24
<i>Gallery Reception Night</i>	Sahara West	7
<i>Guitar Clinic and Concert with Contemporary Jazz Guitarist, Steve Oliver</i>	Summerlin	10 -11
<i>DIY: Candles by Phoenix</i>	Centennial Hills	11
<i>Lighting Up Las Vegas: YESCO Marks a Glittering Century</i>	East Las Vegas	15
<i>Jeff Fulmer: Hayikwiir Mat’aar</i>	Windmill	20
<i>Sol E Mar In Concert</i>	West Charleston, Mesquite, Rainbow	23-25
<i>The Nevada Chamber Orchestra Celebrates Jewish Composers</i>	Summerlin	25
<i>Mediterramia with Luca Settimio Ciarla</i>	West Charleston, West Las Vegas, Whitney	30-Oct.2

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Monthly Statistics  
Year over Year  
June 2019/ June 2022\*

		Youth Services Programs				2019	2022			Youth Services Attendance				2019	2022		
		2019	2022	Difference	%	Year to Date	Year to Date	Difference	%	2019	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Centennial Hills	52	53	1	2%	491	382	-109	-22%	1,713	2,267	554	32%	14,380	12,982	-1,398	-10%
	Clark County	81	84	3	4%	695	992	297	43%	3,962	1,281	-2,681	-68%	37,518	15,919	-21,599	-58%
	Clark County BBTTC	211	134	-77	-36%	1,696	1,482	-214	-13%	2,421	1,442	-979	-40%	27,559	19,092	-8,467	-31%
	Enterprise	61	81	20	33%	591	704	113	19%	1,154	1,497	343	30%	10,421	9,565	-856	-8%
	East Las Vegas	52	85	33	63%	412	820	408	99%	1,445	596	-849	-59%	5,681	8,712	3,031	53%
	Meadows	4	8	4	100%	4	97	93	2325%	159	147	-12	-8%	159	1,075	916	576%
	Rainbow	68	93	25	37%	720	747	27	4%	2,979	2,739	-240	-8%	26,562	17,349	-9,213	-35%
	Sahara West	83	43	-40	-48%	644	356	-288	-45%	2,498	2,284	-214	-9%	20,185	13,439	-6,746	-33%
	Spring Valley	76	177	101	133%	736	1,787	1,051	143%	2,566	6,611	4,045	158%	21,893	56,302	34,409	157%
	Summerlin	53	43	-10	-19%	521	596	75	14%	2,565	2,014	-551	-21%	19,645	19,349	-296	-2%
	Sunrise	93	65	-28	-30%	535	690	155	29%	1,786	1,430	-356	-20%	11,963	11,598	-365	-3%
	West Charleston	34	74	40	118%	321	675	354	110%	624	999	375	60%	5,630	9,067	3,437	61%
	West Las Vegas	54	74	20	37%	496	784	288	58%	404	861	457	113%	5,735	10,483	4,748	83%
	Whitney	106	83	-23	-22%	803	1,005	202	25%	3,390	2,000	-1,390	-41%	28,056	18,076	-9,980	-36%
Outlying Branches	Windmill	51	37	-14	-27%	446	268	-178	-40%	2,028	1,910	-118	-6%	16,831	9,693	-7,138	-42%
	Urban Totals	1,079	1,134	55	5%	9,111	11,385	2,274	25%	29,694	28,078	-1,616	-5%	252,218	232,701	-19,517	-8%
	Blue Diamond	3	16	13	433%	36	76	40	111%	11	84	73	664%	418	560	142	34%
	Bunkerville	13	7	-6	-46%	109	31	-78	-72%	145	110	-35	-24%	546	493	-53	-10%
	Goodsprings	0	11	11	N/A	0	94	94	N/A	0	36	36	N/A	0	349	349	N/A
	Indian Springs	38	36	-2	-5%	346	338	-8	-2%	245	471	226	92%	1,412	3,364	1,952	138%
	Laughlin	23	15	-8	-35%	233	162	-71	-30%	346	84	-262	-76%	3,565	2,123	-1,442	-40%
	Mesquite	82	73	-9	-11%	730	837	107	15%	1,712	1,070	-642	-38%	15,491	10,141	-5,350	-35%
	Moapa Town	22	10	-12	-55%	214	158	-56	-26%	449	67	-382	-85%	2,381	803	-1,578	-66%
	Moapa Valley	34	32	-2	-6%	336	271	-65	-19%	863	1,165	302	35%	5,036	4,438	-598	-12%
	Mt. Charleston	0	5	5	N/A	2	68	66	3300%	0	49	49	N/A	51	467	416	816%
	Sandy Valley	5	8	3	60%	59	40	-19	-32%	44	58	14	32%	849	227	-622	-73%
	Searchlight	31	31	0	0%	264	238	-26	-10%	125	214	89	71%	2,181	1,505	-676	-31%
	Outlying Totals	251	244	-7	-3%	2,329	2,313	-16	-1%	3,940	3,408	-532	-14%	31,930	24,470	-7,460	-23%
Outreach	Outreach-Branch	16	41	25	156%	794	407	-387	-49%	1,275	615	-660	-52%	57,142	32,314	-24,828	-43%
	Outreach-Department	102	55	-47	-46%	937	582	-355	-38%	1,582	4,909	3,327	210%	38,141	36,518	-1,623	-4%
	Outreach-PVS	7	0	-7	-100%	59	0	-59	-100%	2,128	0	-2,128	-100%	2,892	0	-2,892	-100%
	Outreach-YS Admin.	0	0	0	N/A	30	0	-30	-100%	0	0	0	N/A	2,650	0	-2,650	-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	125	96	-29	-23%	1,820	989	-831	-46%	4,985	5,524	539	11%	100,825	68,832	-31,993	-32%
	Grand Totals	1,455	1,474	19	1%	13,260	14,687	1,427	11%	38,619	37,010	-1,609	-4%	384,973	326,003	-58,970	-15%

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

1

Las Vegas-Clark County Library District



Monthly Statistics  
Year over Year  
June 2019/ June 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	22	43	21	95%	297	340	43	14%	355	1,098	743	209%	4,348	6,372	2,024	47%
	Clark County	177	142	-35	-20%	1,888	1,904	16	1%	12,305	7,561	-4,744	-39%	75,789	53,824	-21,965	-29%
	Enterprise	39	76	37	95%	445	762	317	71%	627	1,598	971	155%	9,682	22,438	12,756	132%
	East Las Vegas	84	136	52	62%	276	1,696	1,420	514%	1,343	1,461	118	9%	3,554	16,362	12,808	360%
	Meadows	0	2	2	N/A	0	11	11	N/A	0	32	32	N/A	0	160	160	N/A
	Rainbow	29	63	34	117%	623	613	-10	-2%	620	2,090	1,470	237%	15,996	11,410	-4,586	-29%
	Sahara West	74	77	3	4%	1,150	859	-291	-25%	2,402	3,770	1,368	57%	36,053	28,603	-7,450	-21%
	Spring Valley	21	37	16	76%	497	487	-10	-2%	145	590	445	307%	7,158	6,738	-420	-6%
	Summerlin	39	32	-7	-18%	623	406	-217	-35%	2,089	2,531	442	21%	43,494	35,565	-7,929	-18%
	Sunrise	25	46	21	84%	330	445	115	35%	1,527	611	-916	-60%	15,091	8,109	-6,982	-46%
	West Charleston	32	39	7	22%	512	427	-85	-17%	1,721	1,061	-660	-38%	13,320	8,362	-4,958	-37%
	West Las Vegas	60	77	17	28%	632	683	51	8%	3,229	1,697	-1,532	-47%	26,230	21,613	-4,617	-18%
	Whitney	49	54	5	10%	541	627	86	16%	928	1,470	542	58%	15,058	11,469	-3,589	-24%
	Windmill	57	80	23	40%	641	774	133	21%	3,177	2,762	-415	-13%	30,431	33,992	3,561	12%
	Urban Totals	708	904	196	28%	8,455	10,034	1,579	19%	30,468	28,332	-2,136	-7%	296,204	265,017	-31,187	-11%
Outlying Branches	Blue Diamond	3	6	3	100%	31	25	-6	-19%	37	28	-9	-24%	441	247	-194	-44%
	Bunkerville	0	0	0	N/A	2	3	1	50%	0	0	0	N/A	19	39	20	105%
	Goodsprings	1	2	1	100%	72	36	-36	-50%	39	286	247	633%	268	403	135	50%
	Indian Springs	2	16	14	700%	10	136	126	1260%	8	362	354	4425%	43	2,496	2,453	5705%
	Laughlin	18	29	11	61%	229	317	88	38%	144	1,293	1,149	798%	5,892	4,263	-1,629	-28%
	Mesquite	37	58	21	57%	442	991	549	124%	325	629	304	94%	4,996	6,978	1,982	40%
	Moapa Town	1	2	1	100%	5	27	22	440%	3	36	33	1100%	18	221	203	1128%
	Moapa Valley	20	13	-7	-35%	217	111	-106	-49%	72	77	5	7%	1,035	819	-216	-21%
	Mt. Charleston	2	5	3	150%	32	62	30	94%	40	25	-15	-38%	538	531	-7	-1%
	Sandy Valley	1	9	8	800%	23	41	18	78%	4	7	3	75%	163	263	100	61%
	Searchlight	1	5	4	400%	21	43	22	105%	11	35	24	218%	102	395	293	287%
	Outlying Totals	86	145	59	69%	1,084	1,792	708	65%	683	2,778	2,095	307%	13,515	16,655	3,140	23%
Outreach	Outreach-Branch	10	43	33	330%	164	304	140	85%	167	484	317	190%	4,805	5,743	938	20%
	Outreach-Department	25	4	-21	-84%	395	85	-310	-78%	186	206	20	11%	4,440	2,036	-2,404	-54%
	Outreach-PVS	1	0	-1	-100%	34	0	-34	-100%	0	0	0	N/A	3,763	0	-3,763	-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	47	11	31%	593	392	-201	-34%	353	690	337	95%	13,008	8,979	-4,029	-31%
	Grand Totals	830	1,096	266	32%	10,132	12,218	2,086	21%	31,504	31,800	296	1%	322,727	290,651	-32,076	-10%

Monthly Statistics  
Year over Year  
June 2021/ June 2022\*

		Youth Services Programs				2021	2022			Youth Services Attendance				2021	2022		
		2021	2022	Difference	%	Year to Date	Year to Date	Difference	%	2021	2022	Difference	%	Year to Date	Year to Date	Difference	%
Urban Branches	Library																
	Centennial Hills	24	53	29	121%	171	382	211	123%	1,582	2,267	685	43%	14,158	12,982	-1,176	-8%
	Clark County	76	84	8	11%	300	992	692	231%	865	1,281	416	48%	5,477	15,919	10,442	191%
	Clark County BBTC	116	134	18	16%	1,148	1,482	334	29%	1,469	1,442	-27	-2%	12,023	19,092	7,069	59%
	Enterprise	71	81	10	14%	501	704	203	41%	1,220	1,497	277	23%	10,499	9,565	-934	-9%
	East Las Vegas	44	85	41	93%	169	820	651	385%	614	596	-18	-3%	4,497	8,712	4,215	94%
	Meadows	0	8	8	N/A	90	97	7	8%	0	147	147	N/A	649	1,075	426	66%
	Rainbow	39	93	54	138%	297	747	450	152%	1,131	2,739	1,608	142%	6,979	17,349	10,370	149%
	Sahara West	56	43	-13	-23%	411	356	-55	-13%	1,872	2,284	412	22%	7,606	13,439	5,833	77%
	Spring Valley	167	177	10	6%	938	1,787	849	91%	3,769	6,611	2,842	75%	23,402	56,302	32,900	141%
	Summerlin	71	43	-28	-39%	673	596	-77	-11%	2,973	2,014	-959	-32%	19,923	19,349	-574	-3%
	Sunrise	78	65	-13	-17%	589	690	101	17%	1,506	1,430	-76	-5%	8,782	11,598	2,816	32%
	West Charleston	74	74	0	0%	301	675	374	124%	822	999	177	22%	4,050	9,067	5,017	124%
	West Las Vegas	45	74	29	64%	385	784	399	104%	397	861	464	117%	4,010	10,483	6,473	161%
	Whitney	89	83	-6	-7%	469	1,005	536	114%	1,356	2,000	644	47%	10,688	18,076	7,388	69%
Outlying Branches	Windmill	20	37	17	85%	129	268	139	108%	1,576	1,910	334	21%	7,511	9,693	2,182	29%
	Urban Totals	970	1,134	164	17%	6,571	11,385	4,814	73%	21,152	28,078	6,926	33%	140,254	232,701	92,447	66%
	Blue Diamond	3	16	13	433%	17	76	59	347%	14	84	70	500%	55	560	505	918%
	Bunkerville	2	7	5	250%	23	31	8	35%	18	110	92	511%	120	493	373	311%
	Goodsprings	9	11	2	22%	13	94	81	623%	37	36	-1	-3%	65	349	284	437%
	Indian Springs	25	36	11	44%	190	338	148	78%	263	471	208	79%	1,325	3,364	2,039	154%
	Laughlin	20	15	-5	-25%	179	162	-17	-9%	362	84	-278	-77%	2,873	2,123	-750	-26%
	Mesquite	56	73	17	30%	436	837	401	92%	621	1,070	449	72%	5,289	10,141	4,852	92%
	Moapa Town	17	10	-7	-41%	103	158	55	53%	128	67	-61	-48%	390	803	413	106%
	Moapa Valley	21	32	11	52%	38	271	233	613%	514	1,165	651	127%	750	4,438	3,688	492%
	Mt. Charleston	7	5	-2	-29%	23	68	45	196%	49	49	0	0%	121	467	346	286%
	Sandy Valley	1	8	7	700%	4	40	36	900%	16	58	42	263%	48	227	179	373%
	Searchlight	21	31	10	48%	209	238	29	14%	117	214	97	83%	2,307	1,505	-802	-35%
	Outlying Totals	182	244	62	34%	1,235	2,313	1,078	87%	2,139	3,408	1,269	59%	13,343	24,470	11,127	83%
Outreach	Outreach-Branch	10	41	31	310%	52	407	355	683%	530	615	85	16%	3,454	32,314	28,860	836%
	Outreach-Department	26	55	29	112%	582	582	0	0%	495	4,909	4,414	892%	12,999	36,518	23,519	181%
	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	36	96	60	167%	634	989	355	56%	1,025	5,524	4,499	439%	16,453	68,832	52,379	318%
	Grand Totals	1,188	1,474	286	24%	8,440	14,687	6,247	74%	24,316	37,010	12,694	52%	170,050	326,003	155,953	92%

\*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  
June 2021/ June 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	24	43	19	79%	149	340	191	128%	405	1,098	693	171%	2,230	6,372	4,142	186%
	Clark County	83	142	59	71%	1,351	1,904	553	41%	4,417	7,561	3,144	71%	15,638	53,824	38,186	244%
	Enterprise	20	76	56	280%	168	762	594	354%	260	1,598	1,338	515%	2,562	22,438	19,876	776%
	East Las Vegas	84	136	52	62%	1,417	1,696	279	20%	690	1,461	771	112%	7,339	16,362	9,023	123%
	Meadows	0	2	2	N/A	0	11	11	N/A	0	32	32	N/A	0	160	160	N/A
	Rainbow	31	63	32	103%	279	613	334	120%	500	2,090	1,590	318%	4,406	11,410	7,004	159%
	Sahara West	30	77	47	157%	294	859	565	192%	541	3,770	3,229	597%	7,136	28,603	21,467	301%
	Spring Valley	17	37	20	118%	312	487	175	56%	330	590	260	79%	4,101	6,738	2,637	64%
	Summerlin	28	32	4	14%	265	406	141	53%	2,696	2,531	-165	-6%	9,887	35,565	25,678	260%
	Sunrise	13	46	33	254%	128	445	317	248%	176	611	435	247%	1,716	8,109	6,393	373%
	West Charleston	13	39	26	200%	221	427	206	93%	390	1,061	671	172%	3,218	8,362	5,144	160%
	West Las Vegas	27	77	50	185%	229	683	454	198%	1,493	1,697	204	14%	5,547	21,613	16,066	290%
	Whitney	20	54	34	170%	260	627	367	141%	390	1,470	1,080	277%	2,124	11,469	9,345	440%
	Windmill	19	80	61	321%	475	774	299	63%	805	2,762	1,957	243%	10,808	33,992	23,184	215%
	Urban Totals	409	904	495	121%	5,548	10,034	4,486	81%	13,093	28,332	15,239	116%	76,712	265,017	188,305	245%
Outlying Branches	Blue Diamond	1	6	5	500%	1	25	24	2400%	18	28	10	56%	18	247	229	1272%
	Bunkerville	0	0	0	N/A	0	3	3	N/A	0	0	0	N/A	0	39	39	N/A
	Goodsprings	1	2	1	100%	27	36	9	33%	14	286	272	1943%	100	403	303	303%
	Indian Springs	9	16	7	78%	22	136	114	518%	206	362	156	76%	562	2,496	1,934	344%
	Laughlin	34	29	-5	-15%	226	317	91	40%	438	1,293	855	195%	6,261	4,263	-1,998	-32%
	Mesquite	50	58	8	16%	498	991	493	99%	399	629	230	58%	3,771	6,978	3,207	85%
	Moapa Town	2	2	0	0%	10	27	17	170%	9	36	27	300%	67	221	154	230%
	Moapa Valley	4	13	9	225%	4	111	107	2675%	12	77	65	542%	12	819	807	6725%
	Mt. Charleston	4	5	1	25%	9	62	53	589%	48	25	-23	-48%	70	531	461	659%
	Sandy Valley	0	9	9	N/A	2	41	39	1950%	0	7	7	N/A	10	263	253	2530%
	Searchlight	3	5	2	67%	13	43	30	231%	26	35	9	35%	86	395	309	359%
	Outlying Totals	108	145	37	34%	812	1,792	980	121%	1,170	2,778	1,608	137%	10,957	16,655	5,698	52%
Outreach	Outreach-Branch	10	43	33	330%	26	304	278	1069%	85	484	399	469%	386	5,743	5,357	1388%
	Outreach-Department	1	4	3	300%	134	85	-49	-37%	10	206	196	1960%	4,195	2,036	-2,159	-51%
	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	1	0	-1	-100%	2	3	1	50%	100	0	-100	-100%	500	1,200	700	140%
	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	12	47	35	292%	162	392	230	142%	195	690	495	254%	5,081	8,979	3,898	77%
	Grand Totals	529	1,096	567	107%	6,522	12,218	5,696	87%	14,458	31,800	17,342	120%	92,750	290,651	197,901	213%

**ITEM VI.A.2.b.****MEMORANDUM**

**TO:** Board of Trustees through Kelvin Watson, Executive Director

**FROM:** Matt McNally, Community Engagement Director

**DATE:** August 31, 2022

**SUBJECT:** Community Engagement Report, September 2022

This report provides an overview of District-wide Community Engagement initiatives including adult literacy services, art gallery services, outreach services, project management, programming and venues services, adult services administration, and youth services administration. This report covers a one-month period of staff activity from **July 1, 2022 – July 31, 2022.**

**POWERFUL PEOPLE**

- Carlito Sanchez was hired to the new position of Adult Services Manager. He will provide administrative support and programming direction to Adult Services staff.
- Met with Jimmy and Mary Clewes at their studio to discuss a joint woodturning and glass sculpture exhibit.
- The Adult Learning Program held an annual professional development kickoff for twenty-one instructors and five staff members. A four-hour training to review Stand Out curriculum was taught by author Rob Jenkins.
- Award winning authors Tracy K. Smith and Hilton Als visited the library as part of the Summer Challenge program.
- Hosted Governor Sisolak at the East Las Vegas Library to promote One-Stop Career Centers and job seeking opportunities.

**POWERFUL PLACES**

- *Summer Challenge 2022* concluded on July 31.
  - Approximately 170,000 brochures were delivered to youth through CCSD, library staff outreach, in-house programming, and through Library District partnerships.
  - Program engagement is shown below:

	Participation	Completion
<b>Total</b>	<b>9,224</b>	<b>2,868</b>
Youth	6,871	2,223
Adult	2,353	575

- 5,787 readers participated in the Super Reader achievement. Of those, 1,508 customers completed the achievement.
- Library customers read a total of 3,981,833 minutes this summer.

- 79,303 learning activities were completed.
- Hosted a public reception at Windmill Library celebrating Ken Kline's art exhibit *Still Life*.
- The Adult Learning Program assessed over 500 students and launched 33 ESL classes as part of cycle I offerings in ten library locations and one community center.
- Gathered Library District and Workforce Connections staff to strategize and relocate the existing One-Stop Career Center at Clark County Library to the 2<sup>nd</sup> floor.
- All One-Stop Career Centers (including those at Mesquite, Laughlin, West Las Vegas, East Las Vegas, and Clark County libraries) will be rebranded to a Employ NV Career Hub per the direction of Governor Sisolak. The Employ NV Business Hub at Sahara West Library and Employ NV Youth Hub at West Charleston Library remain unaffected by the directive. Library District staff are collaborating with Workforce Connections to integrate the new branding.

### **POWERFUL PARTNERSHIPS**

- Installed an art display at Sahara West Library in partnership with Raise the Future to promote the adoption of local youth in foster care.
- Met with Ben Crockett of TD3 Innovative Gaming to bring Coding with Minecraft programs to library branches.
- Met with Coleen Read from the Princeton Review to provide teens free college prep classes.
- Established partnerships with Candelen and Positively Kids to provide library resources to the local early childhood education ecosystem.
- Engaged Lighthouse Charities to support refugees with access to library resources.
- Met with the Truancy Diversion Program and the Eighth Judicial District Court Family Division to discuss family engagement and library supports available, which encourage school attendance and achievement.
- Met with Hope for Prisoners, Legal Aid Center of Southern Nevada, and WIOA Title I partners to distribute Chromebooks to adults seeking ways to complete their education or career training who do not already own a device.
- Expanded the Senior Meal program with Three Square to begin services at East Las Vegas and Whitney libraries in mid-August.
- Partnered with the West Las Vegas Cultural Arts Center to present the Performing and Visual Arts Camp.
- Hosted the 24<sup>th</sup> annual Dance in the Desert concert at Summerlin Library featuring works from 20 professional dance studios.
- Made preparations to serve the Aviators and promote library resources with an afternoon outreach event at the Las Vegas Ballpark.
- Met with RTC to discuss the extension of current library services aboard busses.
- Made arrangements with Impact NV to implement air quality monitors at East Las Vegas and Sunrise libraries as part of the Buen Aire Para Todos project.

### **POWERFUL PLATFORMS**

- Youth Services Manager Shana Harrington represented the Library District on KLAS Channel 8 to promote the Summer Challenge program.
- Researched *Dialogues on the Experience of War* grant in the pursuit of capturing oral history.
- Researched Oasis.net as a tool for Adult Services staff to improve customer digital literacy.



Community Engagement Report  
Page 3

- Gathered Community Engagement and Branding & Marketing staff to discuss priority programs needing promotion in October and November.
- Hosted virtual program training for approximately 25 library staff. Virtual programs are expected to return to the Library District's YouTube channel near the beginning of October.
- Distributed a Programming Best Practices Guide to staff.
- Participated in the annual employee Town Hall post game presentation informing staff of Community Engagement accomplishments in the first year of Playbook 2026.
- Devised a new statistics reporting procedure for staff. The new format will more easily track results on recurring programs, how they are conducted, audience types, alignment with the strategic plan, DEIA, surveys, and grant reporting. A major change will track General Interest customer engagement as a target audience, meaning that year-over-year adult and youth program statistics are likely to decrease, when General Interest programs are counted independently.

### HIGHLIGHTED EVENTS

*Stuntmasters BMX Assembly*  
Laughlin



*Illuminarium Teen Ticket Prize Winner*  
West Las Vegas



Community Engagement Report  
Page 4

*Raise the Future: Heart Gallery*  
Sahara West



*Catherine Skinner: Accumulations*  
Summerlin



*Anime Your Way Drawing Class*  
Clark County Best Buy Teen Tech Center



*Paul Pinion Painting Class*  
East Las Vegas



*Dance in the Desert*  
Summerlin



*Tracy K. Smith Author Visit*  
West Las Vegas



*Celebrate Independence with the*  
*Swing it Girls*  
West Charleston



*Adult Learning Program Kickoff 2022*  
Clark County





Community Engagement Report  
Page 6

*An Afternoon at the Movies with  
Nevada Chamber Orchestra  
Summerlin*



*Outreach Best Practices Training  
Sahara West*



*Hilton Als Author Visit  
Clark County*



*Discovery on Wheels  
Rainbow*



**COMING HIGHLIGHT EVENTS IN SEPTEMBER**

<i>Las Vegas Stories   Organized Crime in Las Vegas</i>	Clark County	1
<i>Engineering for Kids</i>	West Las Vegas	1, 8, 15, 22, 29
<i>King Ibu - Live In Concert</i>	Rainbow, Sahara West	3, 24
<i>Homework Help Program</i>	District-wide	6
<i>Gallery Reception Night</i>	Sahara West	7
<i>Guitar Clinic and Concert with Contemporary Jazz Guitarist, Steve Oliver</i>	Summerlin	10 -11

Community Engagement Report  
Page 7

<i>DIY: Candles by Phoenix</i>	Centennial Hills	11
<i>Lighting Up Las Vegas: YESCO Marks a Glittering Century</i>	East Las Vegas	15
<i>Library District Promotion</i>	Las Vegas Ballpark	18
<i>Jeff Fulmer: Hayikwiir Mat'aar</i>	Windmill	20
<i>Sol E Mar In Concert</i>	West Charleston, Mesquite, Rainbow	23-25
<i>Bilingual Storytime</i>	Enterprise	24
<i>The Nevada Chamber Orchestra Celebrates Jewish Composers</i>	Summerlin	25
<i>Mediterramia with Luca Settimio Ciarla</i>	West Charleston, West Las Vegas, Whitney	30- Oct.2

**COMING HIGHLIGHT EVENTS IN OCTOBER**

<i>TeenTober</i>	District-wide	1-31
<i>Teen animeFest</i>	Sahara West	1
<i>Summerlin Library Outdoor Fall Festival</i>	Summerlin	1
<i>QWANQWA: Music as Universal Language</i>	Sahara West , Whitney	3, 4
<i>April 12, 1861 – April 9, 1865</i>	Enterprise	4
<i>Confessions of a Showgirl! A Cabaret Starring Maren Wade</i>	West Charleston	8
<i>Sahara West Library Game Day</i>	Sahara West	8
<i>Las Vegas Classical Guitar Ensemble Fall Concert</i>	West Charleston	9
<i>Las Vegas Wood Turners</i>	West Las Vegas	18
<i>Las Vegas Writes</i>	Clark County	20
<i>Outreach Event – Fall Festival</i>	Nellis Air Force Base	21
<i>Outreach Event – Monster Mash</i>	Hollywood Rec Center	22



Community Engagement Report  
Page 8

<i>Outreach Event – Trunk or Treat</i>	Henderson Equality Center	23
<i>Career Online High School Graduation</i>	Clark County	26
<i>Keys to Your Soul</i>	Centennial Hills	27
<i>Outreach Event – Monster Mash</i>	The Crossings	27
<i>Dia de Los Muertos at East Las Vegas Library</i>	East Las Vegas	29

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Monthly Statistics  
Year over Year  
July 2021/ July 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	15	58	43	287%	15	58	43	287%	950	2,745	1,795	189%	950	2,745	1,795	189%		
	Clark County	50	84	34	68%	50	84	34	68%	871	1,692	821	94%	871	1,692	821	94%		
	Clark County BBTTC	121	133	12	10%	121	133	12	10%	1,969	1,646	-323	-16%	1,969	1,646	-323	-16%		
	Enterprise	57	60	3	5%	57	60	3	5%	607	976	369	61%	607	976	369	61%		
	East Las Vegas	33	83	50	152%	33	83	50	152%	480	512	32	7%	480	512	32	7%		
	Meadows	0	8	8	N/A	0	8	8	N/A	0	172	172	N/A	0	172	172	N/A		
	Rainbow	56	93	37	66%	56	93	37	66%	1,517	2,664	1,147	76%	1,517	2,664	1,147	76%		
	Sahara West	46	37	-9	-20%	46	37	-9	-20%	1,087	1,522	435	40%	1,087	1,522	435	40%		
	Spring Valley	241	221	-20	-8%	241	221	-20	-8%	4,292	5,378	1,086	25%	4,292	5,378	1,086	25%		
	Summerlin	77	41	-36	-47%	77	41	-36	-47%	2,155	2,203	48	2%	2,155	2,203	48	2%		
	Sunrise	75	65	-10	-13%	75	65	-10	-13%	1,289	1,549	260	20%	1,289	1,549	260	20%		
	West Charleston	66	66	0	0%	66	66	0	0%	772	883	111	14%	772	883	111	14%		
	West Las Vegas	61	83	22	36%	61	83	22	36%	442	1,401	959	217%	442	1,401	959	217%		
	Whitney	74	78	4	5%	74	78	4	5%	1,391	2,666	1,275	92%	1,391	2,666	1,275	92%		
	Windmill	21	31	10	48%	21	31	10	48%	1,272	1,454	182	14%	1,272	1,454	182	14%		
Urban Totals		993	1,141	148	15%	993	1,141	148	15%	19,094	27,463	8,369	44%	19,094	27,463	8,369	44%		
Outlying Branches	Blue Diamond	5	8	3	60%	5	8	3	60%	30	40	10	33%	30	40	10	33%		
	Bunkerville	2	5	3	150%	2	5	3	150%	38	44	6	16%	38	44	6	16%		
	Goodsprings	6	4	-2	-33%	6	4	-2	-33%	18	16	-2	-11%	18	16	-2	-11%		
	Indian Springs	33	26	-7	-21%	33	26	-7	-21%	340	346	6	2%	340	346	6	2%		
	Laughlin	16	13	-3	-19%	16	13	-3	-19%	259	65	-194	-75%	259	65	-194	-75%		
	Mesquite	51	80	29	57%	51	80	29	57%	817	1,018	201	25%	817	1,018	201	25%		
	Moapa Town	38	15	-23	-61%	38	15	-23	-61%	105	75	-30	-29%	105	75	-30	-29%		
	Moapa Valley	38	31	-7	-18%	38	31	-7	-18%	693	681	-12	-2%	693	681	-12	-2%		
	Mt. Charleston	8	4	-4	-50%	8	4	-4	-50%	48	40	-8	-17%	48	40	-8	-17%		
	Sandy Valley	4	9	5	125%	4	9	5	125%	45	29	-16	-36%	45	29	-16	-36%		
	Searchlight	23	33	10	43%	23	33	10	43%	118	279	161	136%	118	279	161	136%		
Outlying Totals		224	228	4	2%	224	228	4	2%	2,511	2,633	122	5%	2,511	2,633	122	5%		
Outreach	Outreach-Branch	21	45	24	114%	21	45	24	114%	833	677	-156	-19%	833	677	-156	-19%		
	Outreach-Department	30	50	20	67%	30	50	20	67%	1,886	5,519	3,633	193%	1,886	5,519	3,633	193%		
	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		51	95	44	86%	51	95	44	86%	2,719	6,196	3,477	128%	2,719	6,196	3,477	128%		
Grand Totals		1,268	1,464	196	15%	1,268	1,464	196	15%	24,324	36,292	11,968	49%	24,324	36,292	11,968	49%		

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

1

Las Vegas-Clark County Library District

Monthly Statistics  
Year over Year  
July 2021/ July 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	23	51	28	122%	23	51	28	122%	395	1,422	1,027	260%	395	1,422	1,027	260%
	Clark County	41	131	90	220%	41	131	90	220%	1,114	3,959	2,845	255%	1,114	3,959	2,845	255%
	Enterprise	36	91	55	153%	36	91	55	153%	329	1,509	1,180	359%	329	1,509	1,180	359%
	East Las Vegas	94	134	40	43%	94	134	40	43%	863	1,286	423	49%	863	1,286	423	49%
	Meadows	0	4	4	N/A	0	4	4	N/A	0	32	32	N/A	0	32	32	N/A
	Rainbow	28	56	28	100%	28	56	28	100%	378	1,256	878	232%	378	1,256	878	232%
	Sahara West	37	72	35	95%	37	72	35	95%	769	1,275	506	66%	769	1,275	506	66%
	Spring Valley	20	20	0	0%	20	20	0	0%	357	202	-155	-43%	357	202	-155	-43%
	Summerlin	35	37	2	6%	35	37	2	6%	1,333	1,613	280	21%	1,333	1,613	280	21%
	Sunrise	12	37	25	208%	12	37	25	208%	159	388	229	144%	159	388	229	144%
	West Charleston	16	40	24	150%	16	40	24	150%	391	850	459	117%	391	850	459	117%
	West Las Vegas	29	61	32	110%	29	61	32	110%	1,243	1,735	492	40%	1,243	1,735	492	40%
	Whitney	20	48	28	140%	20	48	28	140%	295	1,177	882	299%	295	1,177	882	299%
	Windmill	21	75	54	257%	21	75	54	257%	1,161	4,412	3,251	280%	1,161	4,412	3,251	280%
	Urban Totals	412	857	445	108%	412	857	445	108%	8,787	21,116	12,329	140%	8,787	21,116	12,329	140%
Outlying Branches	Blue Diamond	0	6	6	N/A	0	6	6	N/A	0	22	22	N/A	0	22	22	N/A
	Bunkerville	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Goodsprings	1	1	0	0%	1	1	0	0%	15	4	-11	-73%	15	4	-11	-73%
	Indian Springs	7	13	6	86%	7	13	6	86%	74	295	221	299%	74	295	221	299%
	Laughlin	22	23	1	5%	22	23	1	5%	255	150	-105	-41%	255	150	-105	-41%
	Mesquite	48	74	26	54%	48	74	26	54%	399	589	190	48%	399	589	190	48%
	Moapa Town	10	1	-9	-90%	10	1	-9	-90%	6	10	4	67%	6	10	4	67%
	Moapa Valley	8	10	2	25%	8	10	2	25%	43	39	-4	-9%	43	39	-4	-9%
	Mt. Charleston	6	3	-3	-50%	6	3	-3	-50%	58	34	-24	-41%	58	34	-24	-41%
	Sandy Valley	0	9	9	N/A	0	9	9	N/A	0	1	1	N/A	0	1	1	N/A
	Searchlight	2	4	2	100%	2	4	2	100%	16	32	16	100%	16	32	16	100%
	Outlying Totals	104	144	40	38%	104	144	40	38%	866	1,176	310	36%	866	1,176	310	36%
Outreach	Outreach-Branch	4	46	42	1050%	4	46	42	1050%	6	444	438	7300%	6	444	438	7300%
	Outreach-Department	2	12	10	500%	2	12	10	500%	40	227	187	468%	40	227	187	468%
	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
	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	6	58	52	867%	6	58	52	867%	46	671	625	1359%	46	671	625	1359%
	Grand Totals	522	1,059	537	103%	522	1,059	537	103%	9,699	22,963	13,264	137%	9,699	22,963	13,264	137%

Monthly Statistics  
Year over Year  
July 2021/ July 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	15	58	43	287%	15	58	43	287%	950	2,745	1,795	189%	950	2,745	1,795	189%		
	Clark County	50	84	34	68%	50	84	34	68%	871	1,692	821	94%	871	1,692	821	94%		
	Clark County BBTTC	121	133	12	10%	121	133	12	10%	1,969	1,646	-323	-16%	1,969	1,646	-323	-16%		
	Enterprise	57	60	3	5%	57	60	3	5%	607	976	369	61%	607	976	369	61%		
	East Las Vegas	33	83	50	152%	33	83	50	152%	480	512	32	7%	480	512	32	7%		
	Meadows	0	8	8	N/A	0	8	8	N/A	0	172	172	N/A	0	172	172	N/A		
	Rainbow	56	93	37	66%	56	93	37	66%	1,517	2,664	1,147	76%	1,517	2,664	1,147	76%		
	Sahara West	46	37	-9	-20%	46	37	-9	-20%	1,087	1,522	435	40%	1,087	1,522	435	40%		
	Spring Valley	241	221	-20	-8%	241	221	-20	-8%	4,292	5,378	1,086	25%	4,292	5,378	1,086	25%		
	Summerlin	77	41	-36	-47%	77	41	-36	-47%	2,155	2,203	48	2%	2,155	2,203	48	2%		
	Sunrise	75	65	-10	-13%	75	65	-10	-13%	1,289	1,549	260	20%	1,289	1,549	260	20%		
	West Charleston	66	66	0	0%	66	66	0	0%	772	883	111	14%	772	883	111	14%		
	West Las Vegas	61	83	22	36%	61	83	22	36%	442	1,401	959	217%	442	1,401	959	217%		
	Whitney	74	78	4	5%	74	78	4	5%	1,391	2,666	1,275	92%	1,391	2,666	1,275	92%		
Outlying Branches	Windmill	21	31	10	48%	21	31	10	48%	1,272	1,454	182	14%	1,272	1,454	182	14%		
	Urban Totals	993	1,141	148	15%	993	1,141	148	15%	19,094	27,463	8,369	44%	19,094	27,463	8,369	44%		
	Blue Diamond	5	8	3	60%	5	8	3	60%	30	40	10	33%	30	40	10	33%		
	Bunkerville	2	5	3	150%	2	5	3	150%	38	44	6	16%	38	44	6	16%		
	Goodsprings	6	4	-2	-33%	6	4	-2	-33%	18	16	-2	-11%	18	16	-2	-11%		
	Indian Springs	33	26	-7	-21%	33	26	-7	-21%	340	346	6	2%	340	346	6	2%		
	Laughlin	16	13	-3	-19%	16	13	-3	-19%	259	65	-194	-75%	259	65	-194	-75%		
	Mesquite	51	80	29	57%	51	80	29	57%	817	1,018	201	25%	817	1,018	201	25%		
	Moapa Town	38	15	-23	-61%	38	15	-23	-61%	105	75	-30	-29%	105	75	-30	-29%		
	Moapa Valley	38	31	-7	-18%	38	31	-7	-18%	693	681	-12	-2%	693	681	-12	-2%		
	Mt. Charleston	8	4	-4	-50%	8	4	-4	-50%	48	40	-8	-17%	48	40	-8	-17%		
	Sandy Valley	4	9	5	125%	4	9	5	125%	45	29	-16	-36%	45	29	-16	-36%		
	Searchlight	23	33	10	43%	23	33	10	43%	118	279	161	136%	118	279	161	136%		
	Outlying Totals	224	228	4	2%	224	228	4	2%	2,511	2,633	122	5%	2,511	2,633	122	5%		
Outreach	Outreach-Branch	21	45	24	114%	21	45	24	114%	833	677	-156	-19%	833	677	-156	-19%		
	Outreach-Department	30	50	20	67%	30	50	20	67%	1,886	5,519	3,633	193%	1,886	5,519	3,633	193%		
	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	51	95	44	86%	51	95	44	86%	2,719	6,196	3,477	128%	2,719	6,196	3,477	128%		
Grand Totals		1,268	1,464	196	15%	1,268	1,464	196	15%	24,324	36,292	11,968	49%	24,324	36,292	11,968	49%		

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

1

Las Vegas-Clark County Library District

Monthly Statistics  
Year over Year  
July 2021/ July 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	23	51	28	122%	23	51	28	122%	395	1,422	1,027	260%	395	1,422	1,027	260%
	Clark County	41	131	90	220%	41	131	90	220%	1,114	3,959	2,845	255%	1,114	3,959	2,845	255%
	Enterprise	36	91	55	153%	36	91	55	153%	329	1,509	1,180	359%	329	1,509	1,180	359%
	East Las Vegas	94	134	40	43%	94	134	40	43%	863	1,286	423	49%	863	1,286	423	49%
	Meadows	0	4	4	N/A	0	4	4	N/A	0	32	32	N/A	0	32	32	N/A
	Rainbow	28	56	28	100%	28	56	28	100%	378	1,256	878	232%	378	1,256	878	232%
	Sahara West	37	72	35	95%	37	72	35	95%	769	1,275	506	66%	769	1,275	506	66%
	Spring Valley	20	20	0	0%	20	20	0	0%	357	202	-155	-43%	357	202	-155	-43%
	Summerlin	35	37	2	6%	35	37	2	6%	1,333	1,613	280	21%	1,333	1,613	280	21%
	Sunrise	12	37	25	208%	12	37	25	208%	159	388	229	144%	159	388	229	144%
	West Charleston	16	40	24	150%	16	40	24	150%	391	850	459	117%	391	850	459	117%
	West Las Vegas	29	61	32	110%	29	61	32	110%	1,243	1,735	492	40%	1,243	1,735	492	40%
	Whitney	20	48	28	140%	20	48	28	140%	295	1,177	882	299%	295	1,177	882	299%
	Windmill	21	75	54	257%	21	75	54	257%	1,161	4,412	3,251	280%	1,161	4,412	3,251	280%
	Urban Totals	412	857	445	108%	412	857	445	108%	8,787	21,116	12,329	140%	8,787	21,116	12,329	140%
Outlying Branches	Blue Diamond	0	6	6	N/A	0	6	6	N/A	0	22	22	N/A	0	22	22	N/A
	Bunkerville	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A	0	0	0	N/A
	Goodsprings	1	1	0	0%	1	1	0	0%	15	4	-11	-73%	15	4	-11	-73%
	Indian Springs	7	13	6	86%	7	13	6	86%	74	295	221	299%	74	295	221	299%
	Laughlin	22	23	1	5%	22	23	1	5%	255	150	-105	-41%	255	150	-105	-41%
	Mesquite	48	74	26	54%	48	74	26	54%	399	589	190	48%	399	589	190	48%
	Moapa Town	10	1	-9	-90%	10	1	-9	-90%	6	10	4	67%	6	10	4	67%
	Moapa Valley	8	10	2	25%	8	10	2	25%	43	39	-4	-9%	43	39	-4	-9%
	Mt. Charleston	6	3	-3	-50%	6	3	-3	-50%	58	34	-24	-41%	58	34	-24	-41%
	Sandy Valley	0	9	9	N/A	0	9	9	N/A	0	1	1	N/A	0	1	1	N/A
	Searchlight	2	4	2	100%	2	4	2	100%	16	32	16	100%	16	32	16	100%
	Outlying Totals	104	144	40	38%	104	144	40	38%	866	1,176	310	36%	866	1,176	310	36%
Outreach	Outreach-Branch	4	46	42	1050%	4	46	42	1050%	6	444	438	7300%	6	444	438	7300%
	Outreach-Department	2	12	10	500%	2	12	10	500%	40	227	187	468%	40	227	187	468%
	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
	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	6	58	52	867%	6	58	52	867%	46	671	625	1359%	46	671	625	1359%
	Grand Totals	522	1,059	537	103%	522	1,059	537	103%	9,699	22,963	13,264	137%	9,699	22,963	13,264	137%





## ITEM VI.A.2.c.

### MEMORANDUM

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**TO:** LVCCLD Board of Trustees through Kelvin Watson, Executive Director  
**FROM:** JoAnn Prevetti, Director of Development  
**DATE:** August 31, 2022  
**SUBJECT:** Development Department Report, September 2022

#### **Development and Planning Department Powerful Plays in July/August 2022**

##### **Development Monthly Update July/August**

- The District is confirmed to present to the Engelstad/Agassi "Big Idea" grant on 10/4/22.
- Philanthropy Marketing PSAs spots are now running on Channel 13, in the Aviators Stadium and also on Cox.
- Submitted a \$20k donation requested to the Vegas Golden Knights Foundation to help support our youth programs.
- Submitted a \$5k donation request to Boyd Gaming to help support general programs.
- Met with Samantha Roy, Intermountain Healthcare.
  - The district is submitting two requests for funding.
    - \$10k local ask for program support.
    - \$500k regional ask for program support.
- Third meeting and first tour of the Las Vegas Recycling plant. The potential donors will be touring the East Las Vegas Library by the end of September. In addition to their upcoming financial support, they are also interested in purchasing our recyclables, which will be additional un-restricted funds for the library to use for programming.
- Met with Gian Brasco – CEO of the Nevada Community Foundation. The District will be presented to donors for potential funding of programs.

Development and Planning Report  
Page 2

- Met with Wells Fargo Bank – They will be touring the Library in September/October and we are working on an ask, which will be submitted after their tour.
- Met with Albert Delgado, Office of Economic Development @UNLV who introduced us to Michael Cox from Las Vegas Inferno, the professional e-sports team in Las Vegas. One of their major platforms at Vegas Inferno is to provide all of the necessary means that we can to help introduce and educate not only students but parents as well that the e-sports industry is now a viable career path. Meeting in early September to discuss setting up e-sports for the teens in library branches.
- Vegas Chamber – JoAnn Prevetti has been appointed to the Vegas Chamber – Executive Women’s Council.
- Harvard Club of Nevada – JoAnn Prevetti is now a member of the Harvard Club of Nevada.

**Financial Update**

- Book store sales for July are \$17,254.
  - August numbers not available at time of report submission.
- Website “click” donations @ \$3,500 since Mid-April.
- Secured a seven-figure monetary bequest donation and an additional art donation.
- Our foundation has been awarded \$400,000 in ARPA funds for our Teachers in Libraries program.
- The Library District has been awarded \$844,744 in funding for Adult Education from the Department of Education.
- Best Buy has committed to provide an additional \$60,000 in grant funding to continue the current program for staffing this year and for next year they will provide a \$10k Tech Refresh grant to update the space/equipment.
- The District will be implementing a “round up” program in September that will allow the public to “round up” their purchases to the next dollar and the funds can be donated to the District or Foundation.

**Upcoming/Pending Meetings**

- Nevada State Bank
- Bank of America
- Tim Wong – Arcata
- LV Aviators Foundation
- United Way – CEO
- F1 – Formula One
- Senator Mo Denis
- NV Indy Foundation



## ITEM VI.A.2.d.

### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director  
**FROM:** Albert G. Prendergast, Chief Information Officer  
**DATE:** July 31, 2022  
**SUBJECT:** Information Technology Report, August 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 July.

#### 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 (DC), and Electronic Resources (ER).
- Interlibrary Loan (ILL) staff provided one virtual training class overviewing ILL services for District-wide staff to improve staff's ability to assist customers.
- IT division staff continues to work with the HR department on the development of a new leader onboard training program to help prepare new District leaders for their supervisory responsibilities on topics related to the IT division.
- IT department staff worked with HR to initiate the Annual IT Security Compliance Training for all District staff. The training is designed to increase staff awareness of cybersecurity and protect the District's information technology assets from unauthorized access.
- ER staff worked with the Branding and Marketing Department to create a promotional campaign for the 1950 Census, provided by Heritage Quest. The 1950 Census has been highly anticipated by genealogists because it contains records that describe post-war America, including the Baby Boomer generation, homes with televisions, and expatriate Americans living abroad.
- One Microcomputer and Network Analyst attended a one-day virtual class for Office 365 Azure Administration.

#### POWERFUL PLACES

- AS and CBS staff continue to work with Library Operations to develop a Neighborhood Collections model for senior outreach facilities. The team continues to curate items and develop procedures for the new collections.

Information Technology Report  
Page 2

- AS staff continues to work with Library Operations and Financial Services staff to evaluate the pilot Staff Point of Sale system and troubleshoot and repair issues related to the system at the East Las Vegas Library.
- IT division staff continues to work with our vendor and Library Operations staff on the implementation of the pilot Anytime Library kiosk at the Windmill Library. Staff made the kiosk available for customer use and continues to troubleshoot and resolve issues that are discovered.
- DC staff provided fresh content to the outlying branches to keep their collections relevant for customers.

## **POWERFUL PARTNERSHIPS**

- IT department staff continues to work with the Regional Broadband Action Team (RBAT) to extend fiber connectivity to the outlying branches. The RBAT is led by Clark County and the Governor's Office of Science, Innovation, and Technology working with several local government and non-profit partners. In addition to the broadband initiative, the RBAT established a subgroup to work on digital equity which we are also participating in.
- 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 626 e-mails to the ASK account in June.
- In June, Henderson District Public Library (HDPL) residents checked out 1,411 items from our OverDrive collection, while our customers checked out 503 items from the HDPL through the Reciprocal Lending Agreement.
- Boulder City and North Las Vegas residents accounted for 7.3% of the District's OverDrive e-media circulation, with North Las Vegas Library District accounting for approximately 5.6% and Boulder City Library District accounting for 1.7%.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 8.6% of our OverDrive circulation with 18,236 checkouts and 811 new IDC user accounts were created in June.
- CBS staff continues to order materials to support Axis 360 as more Clark County School District schools opt-in to the Community Share 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.
- ER staff continues to notify customers who have placed holds in OverDrive on titles that are now in Axis360 and the department sent 2,000 emails to these customers in June. CBS staff began restoring some juvenile and teen content to OverDrive using grant funds to make it easier for non-students to find content.
- IT department staff worked with the Development department to procure 38 additional phones for the Cell Phone Lending Program. The devices were distributed to the Nevada Homeless Alliance.
- CBS staff added 640 titles with 1,028 items to the collection for the North Las Vegas Library District and 535 unique items to the collection for the Boulder City Library District in June.
- ILL staff received 407 requests from our customers to borrow materials from other library systems and received 541 requests from other libraries to borrow our items.
- IT department staff continues to work with other divisions and staff at the Desert Research Institute on the ImpactNV Air Quality Monitoring Project. This project will install air quality sensors inside and outside of the East Las Vegas Library to provide information for residents.

Information Technology Report  
Page 3

- IT department staff continues to work with other divisions and the University of Nevada Las Vegas on the project to host video kiosks in our branches to promote university and District services.

### **POWERFUL PLATFORMS**

- CBS staff added 1,636 titles with 11,769 new items to the collection and withdrew 4,782 items from the library catalog in June. The withdrawn items will either be resold or discarded. CBS staff also added 5,961 e-books and e-audiobooks and 3,923 new Hoopla music records in 47 different languages to the collection in June.
- 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, 1,028 Chromebooks and cases have been distributed.
- IT department staff continues to 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.
- IT division completed the project of migrating and virtualizing the Sierra Library System Platform. This migration will improve the performance and reliability of the system,
- AS staff implemented SMS Courtesy Notifications for customers and is working with Branding and Marketing to promote the service. This new service will allow customers to receive status updates on their items via text messaging on their mobile devices.
- AS staff modified the expiration date for customers with Instant eCards to align with other patron types by setting the expiration date 2027.
- IT department staff completed a major upgrade to the department's trouble ticket system. The upgrade system includes improved capabilities and workflows.



**FY 2021-2022 ELECTRONIC RESOURCES STATISTICS**  
**June 2022**

Customer Support	Jun-21	Jun-22	% Change	FY20-21	FY21-22	% Change
Number of Phone Calls to Electronic Resources	164	116	-29.27%	1900	1,476	-22.32%
Length of Calls in Hours, Minutes, and Seconds	18:55:10	12:40:00	-33.05%	236:23:13	159:08:26	-32.68%
Number of emails to ask@lvccld.org	561	626	11.59%	10,375	8,717	-15.98%
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	Jun-21	Jun-22	% Change	FY20-21	FY21-22	% Change	Online Resource Category	Top Resource	Sessions	Retrievals
eBooks	130,178	127,609	-1.97%	1,603,872	1,494,247	-6.84%	Business and Careers	Reference Solutions	327	11,732
Audiobooks	89,487	102,257	14.27%	1,015,694	1,132,126	11.46%	Health and Wellness	Credo Reference	51	187
Magazines	6,731	9,673	43.71%	124,021	106,387	-14.22%	Homework Help	IXL	99	36,735
Movies and TV	10,940	10,674	-2.43%	156,572	134,445	-14.13%	Online Learning	LinkedIn Learning	146	5,271
Music	19,774	21,093	6.67%	304,835	242,805	-20.35%	A-Z Resources (All Others)	Newsbank - LVRJ	2,102	34,604
<b>Total</b>	<b>257,110</b>	<b>271,306</b>	<b>5.52%</b>	<b>3,204,994</b>	<b>3,110,010</b>	<b>-2.96%</b>				

Online Resources Usage by Category	Jun-21		Jun-22		% Change		FY20-21		FY21-22		% Change	
	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals	Sessions	Retrievals
Business and Careers	594	15,995	494	15,589	-16.84%	-2.54%	9,094	216,670	8,366	192,268	-8.01%	-11.26%
Health and Wellness	293	1,010	1,223	528	317.41%	-47.72%	5,811	16,181	6,370	4,418	9.62%	-72.70%
Homework Help	871	39,831	356	39,517	-59.13%	-0.79%	9,688	707,913	5,746	564,512	-40.69%	-20.26%
Online Learning	1,554	5,791	1,686	6,189	8.49%	6.87%	32,290	77,777	18,080	73,862	-44.01%	-5.03%
A-Z Resources (All Others)	12,454	83,629	15,022	71,395	20.62%	-14.63%	223,182	899,192	191,201	865,765	-14.33%	-3.72%

**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

**\*\* The IT division will stop including these statistics in future reports \*\***



## ITEM VI.A.2.d.

### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director

**FROM:** Albert G. Prendergast, Chief Information Officer

**DATE:** August 31, 2022

**SUBJECT:** Information Technology Report, September 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 August.

#### 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 (DC), and Electronic Resources (ER).
- IT division staff continues to work with the HR department on the development of a new leader onboard training program to help prepare new District leaders for their supervisory responsibilities on topics related to the IT division.
- DC staff provided several Neighborhood Collections training classes to District-wide staff, both virtually and in-person. DC staff also provided two collection maintenance training classes for branch staff to help build responsive library collections for our customers.
- CBS staff updated the lists and carousels in the Kids and Teens rooms in the OverDrive Libby app after content was restored to the collection to help promote the content.
- CBS staff provided one collection development training for District-wide staff on how to use vendor acquisition tools to order library materials. CBS staff also provided one "Making the Floating Collection Work" training class for District-wide staff.
- AS staff worked with the Branding and Marketing department and our vendor to design and order the new "I Love My Library" library cards in both English and Spanish.

### POWERFUL PLACES

- AS and CBS staff worked with Library Operations to develop a Neighborhood Collections model for senior outreach facilities. The team continues to curate items and develop procedures for the new collections.
- AS staff continues to work with Library Operations and Financial Services staff to evaluate the pilot Staff Point of Sale system and troubleshoot and repair issues related to the system at the East Las Vegas Library.
- IT division staff continues to work with our vendor and Library Operations staff on the implementation of the pilot Anytime Library kiosk at the Windmill Library. Staff made the kiosk available for customer use and continues to work with the vendor to troubleshoot and resolve issues that are discovered.
- DC staff provided fresh content to the outlying branches to keep their collections relevant for customers.

### POWERFUL PARTNERSHIPS

- ER staff supported K-12 students and adults who need access to Online Resources for school by creating eCards, Treehouse, and IXL accounts and responded to 594 e-mails to the ASK account in July.
- AS staff prepared QuickStart library cards for outreach visits to local schools.
- In July, Henderson District Public Library (HDPL) residents checked out 1,808 items from our OverDrive collection, while our customers checked out 533 items from the HDPL through the Reciprocal Lending Agreement.
- Boulder City and North Las Vegas residents accounted for 7.5% of the District's OverDrive e-media circulation, with North Las Vegas Library District accounting for approximately 5.8% and Boulder City Library District accounting for 1.7% in July.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 8.6% of our OverDrive circulation with 19,704 checkouts and 932 new IDC user accounts were created in July.
- CBS staff continues to order materials to support Axis 360 as more Clark County School District schools opt-in to the Community Share Program.
- CBS staff continues to restore some juvenile and teen content to OverDrive using grant funds to make it easier for non-students to find content.
- CBS staff added three titles with 21 items to the collection for the North Las Vegas Library District and 247 unique items to the collection for the Boulder City Library District in July.
- ILL staff received 394 requests from our customers to borrow materials from other library systems and received 518 requests from other libraries to borrow our items. ILL staff also added a show help section with video tutorials to the Journal/Newspaper, Obituary/Death Notice, and Microfilm request forms.
- AS staff completed the Fines Purge process for the District and Boulder City, and North Las Vegas library districts. This intensive process includes the removal of items and charges that are over five years old and deemed uncollectable, as approved by the Board of Trustees.

## **POWERFUL PLATFORMS**

- CBS staff added 2,283 titles with 20,169 new items to the collection and withdrew 5,180 items from the library catalog in July. The withdrawn items will either be resold or discarded. CBS staff also added 9,813 e-books and e-audiobooks and 7,959 new Hoopla music records in 50 different languages to the collection in July.
- IT department staff continues to 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.
- IT department staff deployed the first set of the new zSpace systems to the Windmill Library. These systems combine elements of virtual and augmented reality which allows teachers and learners to interact with simulated objects in virtual environments as if they are real.
- IT department staff attended the kickoff meeting with the HR department for a new on-line learning platform. This new training system is expected to improve the management and the end-user experience for staff.
- IT department staff continues to work with the Branding and Marketing department on the District Rebranding Project. We continue to work on migrating to the new "thelibrarydistrict.org" domain name for the website and e-mail addresses.
- ER staff began work on the implementation of the pilot Memory Lab at the Enterprise, Rainbow, and West Charleston libraries. The Memory Lab will allow customers to convert and transfer old media content (photos, documents, audiovisual recordings, etc.) to newer formats.

Of the \$3,102,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY23, \$24,375.05 was expended:

- ILS Cloud Backup Implementation- \$24,375.05



## ITEM VI.A.3.a.

### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director

**FROM:** Floresto Cabias, Chief Financial Officer

**DATE:** July 31, 2022

**SUBJECT:** Financial Services Report, August 2022

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

#### **Administration**

- Updated the District's cash flow analysis
- Met with the District's independent auditing firm, HintonBurdick.
- Prepared and submitted information related to the Fiscal Year 2022 audit.
- Presented financial update and internal controls overview to the Finance and Audit Committee
- Submitted required quarterly financial reports related to the Mesquite and East Las Vegas QALICBs
- Staff attended Customer Service training
- **Anita Lai** and **Tamyah Stoker** attended the Nevada PERS Conference
- **Anita Lai** and **Justin Tully** participated in the Branch Managers meeting to disseminate Financial Services procedures to branch staff
- 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
- Completed Review of Internal Controls Over Cash Handling report, which was discussed with the Finance and Audit Committee on July 7, 2022 (See report enclosed below)

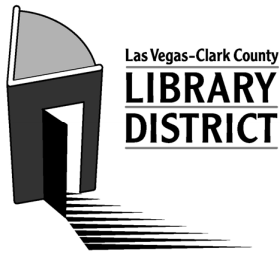
#### **Accounting**

- Coded and verified all transactions (\$4.7M for the month of July)
- Developed policies and procedures related to cash handling and internal controls



Financial Services Report  
Page 2

- Visited outlying branches; performed branch inventories and observed cash handling procedures
- 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
- 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

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To: Board of Trustees through Kelvin Watson, Executive Director

From: Floresto Cabias, Chief Financial Officer

Date: August 1, 2022

Subject: July 2022 Budget Status Report

Enclosed are the budget status reports for July 2022. General fund revenues indicate that less than 1% of budgeted revenue has been collected. As tax revenues for the months of July are attributable to FY 2022 (June 30, 2022 and earlier), no tax revenues have been recorded for July 2022.

### **Property Tax Revenues**

FY 2023 property tax revenues have yet to be collected, however, unaudited FY 2022 revenues are \$54.3M, \$1.2M higher than the \$53.1M budgeted for FY 2022.

### **Consolidated Sales Tax Revenues (CTX)**

FY 2023 CTX have yet to be collected because the State of Nevada distributes CTX collections two months after the month of collection.

The most recent CTX received by the District on July 31, 2022, represents CTX from the month of May 2022. The \$2.5M collected is 12% higher than the amount collected for the same period last fiscal year. Until February 2022, CTX revenues averaged 26% higher year-over-year monthly collections. The 12% average increase since March 2022 suggests the rate of monthly increases are trending down, and staff will adjust expectations going forward.

As reported throughout FY 2022, the District continues to face economic headwinds that may adversely affect revenue collections going forward (e.g., inflation, housing interest rates, recession fears). As such, staff will continue to adjust revenue expectations as economic conditions evolve, including the changes in sentiment affecting consumer spending. See the charts below showing historical CTX trends.

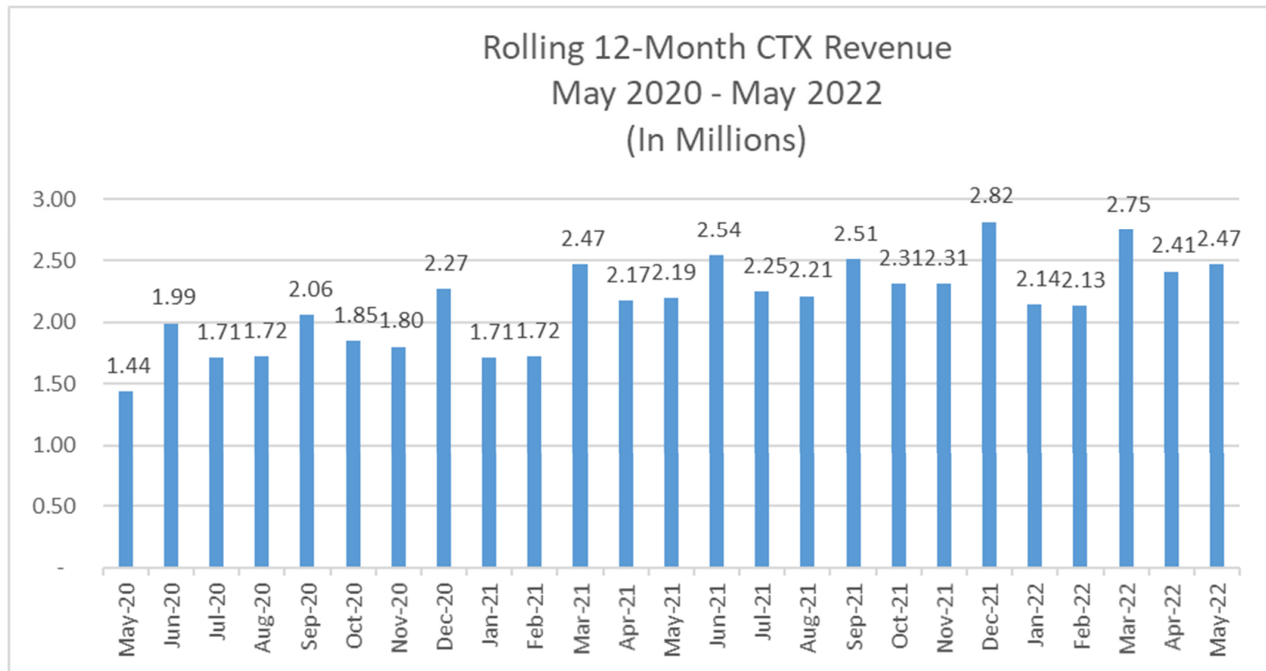
**Expenditures**

The General Fund has spent 8% of the allocated budget for FY 2023. July 2022 is the first month of FY 2023, so expenditures are showing minimal activity at this time. See the summary of expenditures by department in the reports below.

**Ending Fund Balance**

For FY 2022, the unaudited General Fund ending fund balance is \$34.5M, after a transfer of \$19M to the Capital Projects Fund. This ending fund balance combined with the FY 2023 budget has the District on track to make transfers of \$34M from the General Fund to the Capital Projects Fund, while maintaining an ending fund balance that is 20% of budgeted expenditures.

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



Consolidated Sales Tax FY 2022 vs. FY 2021			
	FY21	FY22	% Change Over FY21
July	1,714,346.73	2,250,871.66	31.30%
August	1,717,590.95	2,214,553.97	28.93%
September	2,057,864.55	2,511,203.79	22.03%
October	1,852,957.96	2,309,983.57	24.66%
November	1,796,283.18	2,309,864.50	28.59%
December	2,271,961.21	2,823,734.48	24.29%
January	1,713,321.38	2,140,260.80	24.92%
February	1,715,949.40	2,133,460.55	24.33%
March	2,471,650.63	2,752,024.85	11.34%
April	2,165,140.53	2,413,904.93	11.49%
May	2,192,682.44	2,465,382.42	12.44%
June	2,542,392.79	-	
<b>TOTAL</b>	<b>24,212,141.75</b>	<b>26,325,245.52</b>	

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Administration - Executive - 110**  
**From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	25,585.74	501,310.00	475,724.26
<b>Total Salaries</b>		<b>25,585.74</b>	<b>501,310.00</b>	<b>475,724.26</b>
<b>Benefits</b>				
55100	Employees Retirement	5,372.12	135,306.00	129,933.88
55200	Group Insurance	1,123.53	40,643.00	39,519.47
55400	Medicare Coverage Expense	263.24	6,689.00	6,425.76
<b>Total Benefits</b>		<b>6,758.89</b>	<b>182,638.00</b>	<b>175,879.11</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	3,500.00	3,500.00
61110	Operating Supplies	-	2,000.00	2,000.00
61120	Software & User Licenses	-	45,000.00	45,000.00
61210	Small Equipment	-	10,000.00	10,000.00
61900	Professional Services	286.50	75,000.00	74,713.50
61910	Legal Services	-	75,000.00	75,000.00
62300	Board Compensation	360.00	9,600.00	9,240.00
62600	Community Events	-	14,000.00	14,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	-	25,000.00	25,000.00
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	1,608.00	26,000.00	24,392.00
65000	Miscellaneous Expenses	-	6,000.00	6,000.00
<b>Total Supplies &amp; Services</b>		<b>2,254.50</b>	<b>296,350.00</b>	<b>294,095.50</b>
<b>Total Administration - Executive-110</b>		<b>34,599.13</b>	<b>980,298.00</b>	<b>945,698.87</b>



**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Administration - Library Operations - 120****From 07/01/2022 through 07/31/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	62,618.25	897,822.00	835,203.75
51200	Salaries - Part Time	5,912.92	87,677.00	81,764.08
51600	Longevity Pay	573.06	6,877.00	6,303.94
<b>Total Salaries</b>		<b>69,104.23</b>	<b>992,376.00</b>	<b>923,271.77</b>
<b>Benefits</b>				
55100	Employees Retirement	14,710.42	293,186.00	278,475.58
55200	Group Insurance	3,532.18	96,412.00	92,879.82
55400	Medicare Coverage Expense	702.96	14,389.00	13,686.04
<b>Total Benefits</b>		<b>18,945.56</b>	<b>403,987.00</b>	<b>385,041.44</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	19.96	-	(19.96)
61110	Operating Supplies	-	25,000.00	25,000.00
61120	Software & User Licenses	-	15,000.00	15,000.00
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	954.98	154,000.00	153,045.02
61410	Contracted Services	-	47,900.00	47,900.00
61500	Rental Expenses	-	2,500.00	2,500.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	266.76	30,000.00	29,733.24
63000	Dues & Subscriptions	-	1,500.00	1,500.00
<b>Total Supplies &amp; Services</b>		<b>1,241.70</b>	<b>285,900.00</b>	<b>284,658.30</b>
<b>Total Administration - Library Operations-120</b>		<b>89,291.49</b>	<b>1,682,263.00</b>	<b>1,592,971.51</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Financial Services - 200****From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	42,850.71	619,816.00	576,965.29
51300	Overtime Pay	151.90	-	(151.90)
51600	Longevity Pay	158.33	1,900.00	1,741.67
<b>Total Salaries</b>		<b>43,160.94</b>	<b>621,716.00</b>	<b>578,555.06</b>
<b>Benefits</b>				
55100	Employees Retirement	9,091.43	184,395.00	175,303.57
55200	Group Insurance	2,397.73	62,771.00	60,373.27
55400	Medicare Coverage Expense	441.99	9,015.00	8,573.01
<b>Total Benefits</b>		<b>11,931.15</b>	<b>256,181.00</b>	<b>244,249.85</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	6,000.00	6,000.00
61130	Software Maintenance	-	50,000.00	50,000.00
61400	Equipment Repair & Maint.	128.95	76,030.00	75,901.05
61410	Contracted Services	3,435.73	225,000.00	221,564.27
61900	Professional Services	-	80,000.00	80,000.00
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	3,118.50	130,000.00	126,881.50
62500	Postage	291.90	70,000.00	69,708.10
62510	Advertising	473.75	16,700.00	16,226.25
62700	Education & Training	-	3,000.00	3,000.00
62800	Travel & Transportation	-	2,000.00	2,000.00
63000	Dues & Subscriptions	-	6,000.00	6,000.00
65000	Miscellaneous Expenses	7,790.48	10,000.00	2,209.52
65100	Bank Charges	12,919.43	50,000.00	37,080.57
67000	Rental Expenses to QALICBs	-	432,237.00	432,237.00
<b>Total Supplies &amp; Services</b>		<b>28,158.74</b>	<b>1,159,467.00</b>	<b>1,131,308.26</b>
<b>Total Financial Services-200</b>		<b>83,250.83</b>	<b>2,037,364.00</b>	<b>1,954,113.17</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Community Outreach - 215****From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	31,672.44	424,733.00	393,060.56
51200	Salaries - Part Time	-	22,995.00	22,995.00
51600	Longevity Pay	425.55	5,107.00	4,681.45
<b>Total Salaries</b>		<b>32,097.99</b>	<b>452,835.00</b>	<b>420,737.01</b>
<b>Benefits</b>				
55100	Employees Retirement	6,814.07	126,358.00	119,543.93
55200	Group Insurance	3,810.63	97,392.00	93,581.37
55400	Medicare Coverage Expense	413.00	7,992.00	7,579.00
<b>Total Benefits</b>		<b>11,037.70</b>	<b>231,742.00</b>	<b>220,704.30</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	17,000.00	17,000.00
61120	Software & User Licenses	-	1,500.00	1,500.00
62600	Community Events	-	1,000.00	1,000.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	-	5,000.00	5,000.00
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	-	500.00	500.00
<b>Total Supplies &amp; Services</b>		<b>-</b>	<b>37,000.00</b>	<b>37,000.00</b>
<b>Total Community Outreach-215</b>		<b>43,135.69</b>	<b>721,577.00</b>	<b>678,441.31</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Youth Services - 216****From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	13,316.87	153,480.00	140,163.13
51600	Longevity Pay	161.62	1,939.00	1,777.38
<b>Total Salaries</b>		<b>13,478.49</b>	<b>155,419.00</b>	<b>141,940.51</b>
<b>Benefits</b>				
55100	Employees Retirement	2,860.38	45,660.00	42,799.62
55200	Group Insurance	639.78	14,791.00	14,151.22
55400	Medicare Coverage Expense	135.94	2,254.00	2,118.06
<b>Total Benefits</b>		<b>3,636.10</b>	<b>62,705.00</b>	<b>59,068.90</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	3,475.04	57,450.00	53,974.96
61120	Software & User Licenses	-	6,000.00	6,000.00
61210	Small Equipment	4,490.00	15,750.00	11,260.00
61410	Contracted Services	47,477.50	113,700.00	66,222.50
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	-	2,500.00	2,500.00
<b>Total Supplies &amp; Services</b>		<b>55,442.54</b>	<b>196,400.00</b>	<b>140,957.46</b>
<b>Total Youth Services-216</b>		<b>72,557.13</b>	<b>414,524.00</b>	<b>341,966.87</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Adult Services - 217**

From 07/01/2022 through 07/31/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	-	93,445.00	93,445.00
<b>Total Salaries</b>		<b>-</b>	<b>93,445.00</b>	<b>93,445.00</b>
<b>Benefits</b>				
55100	Employees Retirement	-	27,800.00	27,800.00
55200	Group Insurance	-	7,133.00	7,133.00
55400	Medicare Coverage Expense	-	1,355.00	1,355.00
<b>Total Benefits</b>		<b>-</b>	<b>36,288.00</b>	<b>36,288.00</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	40,000.00	40,000.00
61210	Small Equipment	-	15,000.00	15,000.00
61410	Contracted Services	30,000.00	100,000.00	100,000.00
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	-	2,500.00	2,500.00
<b>Total Supplies &amp; Services</b>		<b>30,000.00</b>	<b>158,500.00</b>	<b>158,500.00</b>
<b>Total Adult Services-217</b>		<b>30,000.00</b>	<b>288,233.00</b>	<b>288,233.00</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Development and Planning - 220****From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	32,601.97	391,029.00	358,427.03
51600	Longevity Pay	220.73	2,649.00	2,428.27
<b>Total Salaries</b>		<b>32,822.70</b>	<b>393,678.00</b>	<b>360,855.30</b>
<b>Benefits</b>				
55100	Employees Retirement	6,949.23	116,331.00	109,381.77
55200	Group Insurance	2,737.73	63,747.00	61,009.27
55400	Medicare Coverage Expense	334.96	5,708.00	5,373.04
<b>Total Benefits</b>		<b>10,021.92</b>	<b>185,786.00</b>	<b>175,764.08</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	2,500.00	2,500.00
61410	Contracted Services	-	40,500.00	40,500.00
61900	Professional Services	922.50	50,000.00	49,077.50
61910	Legal Services	-	2,000.00	2,000.00
62500	Postage	-	1,500.00	1,500.00
62600	Community Events	-	5,000.00	5,000.00
62800	Travel & Transportation	-	30,000.00	30,000.00
63000	Dues & Subscriptions	283.33	1,000.00	716.67
<b>Total Supplies &amp; Services</b>		<b>1,205.83</b>	<b>132,500.00</b>	<b>131,294.17</b>
<b>Total Development and Planning-220</b>		<b>44,050.45</b>	<b>711,964.00</b>	<b>667,913.55</b>



Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Las Vegas-Clark County Library District  
Department Expenditures

General Fund - 100

General Services/Facilities - 240

From 07/01/2022 through 07/31/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	143,688.11	1,756,120.00	1,612,431.89
51200	Salaries - Part Time	5,417.78	76,660.00	71,242.22
51300	Overtime Pay	58.01	5,000.00	4,941.99
51400	Call Back Pay	807.24	6,543.00	5,735.76
51500	Standby Pay	5,409.68	76,464.00	71,054.32
51600	Longevity Pay	530.92	6,371.00	5,840.08
<b>Total Salaries</b>		<b>155,911.74</b>	<b>1,927,158.00</b>	<b>1,771,246.26</b>
<b>Benefits</b>				
55100	Employees Retirement	31,774.01	525,168.00	493,393.99
55200	Group Insurance	17,193.88	417,450.00	400,256.12
55300	Workers' Comp. Payments	4,568.80	-	(4,568.80)
55400	Medicare Coverage Expense	1,864.51	32,624.00	30,759.49
<b>Total Benefits</b>		<b>55,401.20</b>	<b>975,242.00</b>	<b>919,840.80</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	12,000.00	12,000.00
61110	Operating Supplies	34,380.08	300,000.00	265,619.92
61130	Software Maintenance	769.65	75,000.00	74,230.35
61210	Small Equipment	1,508.71	36,000.00	34,491.29
61400	Equipment Repair & Maint.	5,656.82	58,000.00	52,343.18
61410	Contracted Services	190,334.30	5,196,574.00	5,006,239.70
61420	Building Repair & Maint.	1,532.00	238,200.00	236,668.00
61500	Rental Expenses	101.26	14,000.00	13,898.74
61700	Utilities	123,016.82	1,935,910.00	1,812,893.18
61800	Insurance & Bonds	384,902.98	399,678.00	14,775.02
61900	Professional Services	-	10,000.00	10,000.00
61910	Legal Services	-	10,000.00	10,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	107.50	1,000.00	892.50
62900	Printing & Reproduction	-	500.00	500.00
63000	Dues & Subscriptions	-	1,000.00	1,000.00
65000	Miscellaneous Expenses	-	14,000.00	14,000.00
<b>Total Supplies &amp; Services</b>		<b>742,310.12</b>	<b>8,306,862.00</b>	<b>7,564,551.88</b>
<b>Total General Services/Facilities-240</b>		<b>953,623.06</b>	<b>11,209,262.00</b>	<b>10,255,638.94</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Human Resources - 250**  
**From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	68,449.02	948,415.00	879,965.98
<b>Total Salaries</b>		<b>68,449.02</b>	<b>948,415.00</b>	<b>879,965.98</b>
<b>Benefits</b>				
55100	Employees Retirement	14,454.64	282,153.00	267,698.36
55200	Group Insurance	6,079.80	168,820.00	162,740.20
55400	Medicare Coverage Expense	691.81	13,752.00	13,060.19
<b>Total Benefits</b>		<b>21,226.25</b>	<b>464,725.00</b>	<b>443,498.75</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	15,015.00	15,015.00
61130	Software Maintenance	1,750.00	108,900.00	107,150.00
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	1,483.20	77,192.00	75,708.80
61900	Professional Services	4,408.62	470,000.00	465,591.38
61910	Legal Services	-	265,000.00	265,000.00
62510	Advertising	-	20,000.00	20,000.00
62600	Community Events	-	2,250.00	2,250.00
62610	Staff Day	-	30,000.00	30,000.00
62620	Recruitment	300.00	625.00	325.00
62700	Education & Training	1,575.00	240,785.00	239,210.00
62800	Travel & Transportation	4,825.00	80,600.00	75,775.00
63000	Dues & Subscriptions	824.97	1,100.00	275.03
<b>Total Supplies &amp; Services</b>		<b>15,166.79</b>	<b>1,311,717.00</b>	<b>1,296,550.21</b>
<b>Total Human Resources-250</b>		<b>104,842.06</b>	<b>2,724,857.00</b>	<b>2,620,014.94</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****HR-Work Insurance - 251****From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51700	Separation Pay	33,261.28	450,000.00	416,738.72
51800	Leave Buyout	-	500,000.00	500,000.00
<b>Total Salaries</b>		<b>33,261.28</b>	<b>950,000.00</b>	<b>916,738.72</b>
<b>Benefits</b>				
55200	Group Insurance	7,383.92	205,200.00	197,816.08
55300	Workers' Comp. Payments	-	271,544.00	271,544.00
55500	Unemployment Insurance	-	75,000.00	75,000.00
<b>Total Benefits</b>		<b>7,383.92</b>	<b>551,744.00</b>	<b>544,360.08</b>
<b>Supplies &amp; Services</b>				
<b>Total Supplies &amp; Services</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Total HR-Work Insurance-251</b>		<b>40,645.20</b>	<b>1,501,744.00</b>	<b>1,461,098.80</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Information Technology - 260****From 07/01/2022 through 07/31/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	120,949.48	1,553,577.00	1,432,627.52
51300	Overtime Pay	1,026.36	25,000.00	23,973.64
51600	Longevity Pay	870.45	10,445.00	9,574.55
<b>Total Salaries</b>		<b>122,846.29</b>	<b>1,589,022.00</b>	<b>1,466,175.71</b>
<b>Benefits</b>				
55100	Employees Retirement	25,744.79	462,189.00	436,444.21
55200	Group Insurance	9,453.67	259,692.00	250,238.33
55400	Medicare Coverage Expense	1,235.73	22,678.00	21,442.27
<b>Total Benefits</b>		<b>36,434.19</b>	<b>744,559.00</b>	<b>708,124.81</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	1,099.53	25,000.00	23,900.47
61120	Software & User Licenses	126.00	20,000.00	19,874.00
61130	Software Maintenance	366,111.10	707,000.00	340,888.90
61210	Small Equipment	-	35,000.00	35,000.00
61400	Equipment Repair & Maint.	411,214.26	585,000.00	173,785.74
61410	Contracted Services	513.59	30,000.00	29,486.41
61600	Telephone	64,597.02	690,000.00	625,402.98
62700	Education & Training	-	25,000.00	25,000.00
62800	Travel & Transportation	-	10,000.00	10,000.00
65000	Miscellaneous Expenses	23.40	100.00	76.60
<b>Total Supplies &amp; Services</b>		<b>843,684.90</b>	<b>2,127,100.00</b>	<b>1,283,415.10</b>
<b>Total Information Technology-260</b>		<b>1,002,965.38</b>	<b>4,460,681.00</b>	<b>3,457,715.62</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Literacy - 270****From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	21,868.96	157,052.00	135,183.04
51200	Salaries - Part Time	10,737.08	63,901.00	53,163.92
<b>Total Salaries</b>		<b>32,606.04</b>	<b>220,953.00</b>	<b>188,346.96</b>
<b>Benefits</b>				
55100	Employees Retirement	3,205.06	52,585.00	49,379.94
55200	Group Insurance	636.68	14,752.00	14,115.32
55400	Medicare Coverage Expense	554.20	5,944.00	5,389.80
<b>Total Benefits</b>		<b>4,395.94</b>	<b>73,281.00</b>	<b>68,885.06</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	2,000.00	2,000.00
61110	Operating Supplies	-	10,000.00	10,000.00
61410	Contracted Services	-	37,175.00	37,175.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	-	6,000.00	6,000.00
<b>Total Supplies &amp; Services</b>		<b>-</b>	<b>60,175.00</b>	<b>60,175.00</b>
<b>Total Literacy Department-270</b>		<b>37,001.98</b>	<b>354,409.00</b>	<b>317,407.02</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Branding and Marketing - 280**

From 07/01/2022 through 07/31/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	65,248.08	775,496.00	710,247.92
51300	Overtime Pay	23.75	-	(23.75)
51600	Longevity Pay	150.00	1,800.00	1,650.00
<b>Total Salaries</b>		<b>65,421.83</b>	<b>777,296.00</b>	<b>711,874.17</b>
<b>Benefits</b>				
55100	Employees Retirement	13,765.24	230,710.00	216,944.76
55200	Group Insurance	4,507.10	93,474.00	88,966.90
55400	Medicare Coverage Expense	669.61	11,271.00	10,601.39
<b>Total Benefits</b>		<b>18,941.95</b>	<b>335,455.00</b>	<b>316,513.05</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	26,800.00	26,800.00
61120	Software & User Licenses	128,314.61	270,884.00	142,569.39
61210	Small Equipment	-	7,000.00	7,000.00
61400	Equipment Repair & Maint.	-	15,576.00	15,576.00
61410	Contracted Services	2,250.00	309,700.00	307,450.00
61500	Rental Expenses	-	700.00	700.00
61910	Legal Services	-	10,000.00	10,000.00
62500	Postage	-	200,000.00	200,000.00
62510	Advertising	5,985.25	180,000.00	174,014.75
62600	Community Events	-	10,000.00	10,000.00
62800	Travel & Transportation	-	5,700.00	5,700.00
62900	Printing & Reproduction	1,990.06	218,000.00	216,009.94
65000	Miscellaneous Expenses	-	1,500.00	1,500.00
<b>Total Supplies &amp; Services</b>		<b>138,539.92</b>	<b>1,255,860.00</b>	<b>1,117,320.08</b>
<b>Total Branding and Marketing-280</b>		<b>222,903.70</b>	<b>2,368,611.00</b>	<b>2,145,707.30</b>



**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Access Services - 290**  
**From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	44,779.49	536,605.00	491,825.51
51200	Salaries - Part Time	9,266.34	104,212.00	94,945.66
51300	Overtime Pay	-	5,000.00	5,000.00
51600	Longevity Pay	750.88	9,048.00	8,297.12
<b>Total Salaries</b>		<b>54,796.71</b>	<b>654,865.00</b>	<b>600,068.29</b>
<b>Benefits</b>				
55100	Employees Retirement	11,000.09	181,498.00	170,497.91
55200	Group Insurance	3,373.03	97,805.00	94,431.97
55400	Medicare Coverage Expense	684.99	11,711.00	11,026.01
<b>Total Benefits</b>		<b>15,058.11</b>	<b>291,014.00</b>	<b>275,955.89</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	1,000.00	1,000.00
61110	Operating Supplies	1,425.00	35,000.00	33,575.00
61130	Software Maintenance	-	150,000.00	150,000.00
61205	Interlibrary Loan	-	1,500.00	1,500.00
61210	Small Equipment	-	7,500.00	7,500.00
62700	Education & Training	-	2,500.00	2,500.00
62800	Travel & Transportation	-	5,000.00	5,000.00
63000	Dues & Subscriptions	-	110.00	110.00
<b>Total Supplies &amp; Services</b>		<b>1,425.00</b>	<b>202,610.00</b>	<b>201,185.00</b>
<b>Total Access Services Department-290</b>		<b>71,279.82</b>	<b>1,148,489.00</b>	<b>1,077,209.18</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Collection and Bibliographic Services - 310**

From 07/01/2022 through 07/31/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	102,904.50	1,263,278.00	1,160,373.50
51200	Salaries - Part Time	1,993.08	47,528.00	45,534.92
51600	Longevity Pay	2,409.16	28,910.00	26,500.84
<b>Total Salaries</b>		<b>107,306.74</b>	<b>1,339,716.00</b>	<b>1,232,409.26</b>
<b>Benefits</b>				
55100	Employees Retirement	22,433.37	375,825.00	353,391.63
55200	Group Insurance	10,396.79	252,189.00	241,792.21
55400	Medicare Coverage Expense	1,153.79	20,905.00	19,751.21
<b>Total Benefits</b>		<b>33,983.95</b>	<b>648,919.00</b>	<b>614,935.05</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	1,000.00	1,000.00
61120	Software & User Licenses	-	34,000.00	34,000.00
61200	Book Materials & Supplies	2,350.70	120,409.00	118,058.30
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	108,434.90	144,250.00	35,815.10
62800	Travel & Transportation	-	5,000.00	5,000.00
81700	Library Books	989,984.59	11,353,000.00	10,363,015.41
<b>Total Supplies &amp; Services</b>		<b>1,100,770.19</b>	<b>11,662,659.00</b>	<b>10,561,888.81</b>
<b>Total Collection and Bibliographic Services-310</b>		<b>1,242,060.88</b>	<b>13,651,294.00</b>	<b>12,409,233.12</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Gallery Services - 320**

From 07/01/2022 through 07/31/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	9,942.61	119,175.00	109,232.39
<b>Total Salaries</b>		<b>9,942.61</b>	<b>119,175.00</b>	<b>109,232.39</b>
<b>Benefits</b>				
55100	Employees Retirement	2,099.03	35,454.00	33,354.97
55200	Group Insurance	1,110.65	26,214.00	25,103.35
55400	Medicare Coverage Expense	101.27	1,728.00	1,626.73
<b>Total Benefits</b>		<b>3,310.95</b>	<b>63,396.00</b>	<b>60,085.05</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	24.65	8,500.00	8,475.35
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	-	3,500.00	3,500.00
62900	Printing & Reproduction	-	1,500.00	1,500.00
<b>Total Supplies &amp; Services</b>		<b>24.65</b>	<b>15,500.00</b>	<b>15,475.35</b>
<b>Total Gallery Services-320</b>		<b>13,278.21</b>	<b>198,071.00</b>	<b>184,792.79</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Programming and Venues - 330****From 07/01/2022 through 07/31/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	126,870.36	1,493,304.00	1,366,433.64
51200	Salaries - Part Time	22,076.74	317,743.00	295,666.26
51300	Overtime Pay	488.53	20,000.00	19,511.47
51600	Longevity Pay	1,435.39	15,562.00	14,126.61
<b>Total Salaries</b>		<b>150,871.02</b>	<b>1,846,609.00</b>	<b>1,695,737.98</b>
<b>Benefits</b>				
55100	Employees Retirement	29,125.75	474,315.00	445,189.25
55200	Group Insurance	11,015.15	258,337.00	247,321.85
55400	Medicare Coverage Expense	2,081.94	39,922.00	37,840.06
<b>Total Benefits</b>		<b>42,222.84</b>	<b>772,574.00</b>	<b>730,351.16</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	653.61	22,000.00	21,346.39
61120	Software & User Licenses	-	12,000.00	12,000.00
61210	Small Equipment	3,282.12	64,000.00	60,717.88
61400	Equipment Repair & Maint.	-	8,000.00	8,000.00
61410	Contracted Services	9,594.40	409,100.00	399,505.60
61500	Rental Expenses	1,630.00	18,000.00	16,370.00
62700	Education & Training	-	7,000.00	7,000.00
62800	Travel & Transportation	180.38	16,000.00	15,819.62
63000	Dues & Subscriptions	450.00	2,000.00	1,550.00
<b>Total Supplies &amp; Services</b>		<b>15,790.51</b>	<b>558,100.00</b>	<b>542,309.49</b>
<b>Total Programming and Venues Department-330</b>		<b>208,884.37</b>	<b>3,177,283.00</b>	<b>2,968,398.63</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Community Engagement - 340**  
**From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	19,060.45	234,679.00	215,618.55
51600	Longevity Pay	-	1,769.00	1,769.00
<b>Total Salaries</b>		<b>19,060.45</b>	<b>236,448.00</b>	<b>217,387.55</b>
<b>Benefits</b>				
55100	Employees Retirement	4,024.05	69,817.00	65,792.95
55200	Group Insurance	1,130.41	26,459.00	25,328.59
55400	Medicare Coverage Expense	195.67	3,429.00	3,233.33
<b>Total Benefits</b>		<b>5,350.13</b>	<b>99,705.00</b>	<b>94,354.87</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	10,000.00	10,000.00
61120	Software & User Licenses	-	23,000.00	23,000.00
61210	Small Equipment	2,148.00	35,000.00	32,852.00
61410	Contracted Services	240.00	100,000.00	99,760.00
62600	Community Events	-	5,000.00	5,000.00
62700	Education & Training	-	4,000.00	4,000.00
62800	Travel & Transportation	-	10,000.00	10,000.00
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	-	2,000.00	2,000.00
<b>Total Supplies &amp; Services</b>		<b>2,388.00</b>	<b>192,000.00</b>	<b>189,612.00</b>
<b>Total Community Engagement-340</b>		<b>26,798.58</b>	<b>528,153.00</b>	<b>501,354.42</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Library Operations - 400****From 07/01/2022 through 07/31/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	1,064,664.31	14,298,215.00	13,233,550.69
51200	Salaries - Part Time	354,656.84	5,277,660.00	4,923,003.16
51300	Overtime Pay	122.80	-	(122.80)
51600	Longevity Pay	14,677.19	184,708.00	170,030.81
<b>Total Salaries</b>		<b>1,434,121.14</b>	<b>19,760,583.00</b>	<b>18,326,461.86</b>
<b>Benefits</b>				
55100	Employees Retirement	235,572.96	4,311,797.00	4,076,224.04
55200	Group Insurance	100,900.27	2,767,639.00	2,666,738.73
55400	Medicare Coverage Expense	28,769.04	602,814.00	574,044.96
<b>Total Benefits</b>		<b>365,242.27</b>	<b>7,682,250.00</b>	<b>7,317,007.73</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	6,558.03	512,680.00	506,121.97
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	1,617.02	19,404.00	17,786.98
62800	Travel & Transportation	238.55	53,450.00	53,211.45
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
<b>Total Supplies &amp; Services</b>		<b>8,413.60</b>	<b>593,534.00</b>	<b>585,120.40</b>
<b>Total Library Operations-400</b>		<b>1,807,777.01</b>	<b>28,036,367.00</b>	<b>26,228,589.99</b>



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

**General Fund - 100****From 07/01/2022 Through 07/31/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Tax Revenue	-	59,198,000.00	59,198,000.00	100.00%
Intergovernmental Revenue	-	30,000,000.00	30,000,000.00	100.00%
Charges for Services	4,298.26	500,000.00	495,701.74	99.14%
Fines & Forfeits	30,384.66	500,000.00	469,615.34	93.92%
Miscellaneous	81,970.73	860,000.00	778,029.27	90.47%
<b>Total Revenues</b>	<b>116,653.65</b>	<b>91,058,000.00</b>	<b>90,941,346.35</b>	<b>99.87%</b>
<b>Expenditures</b>				
Salaries	2,470,844.96	33,581,019.00	31,110,174.04	92.64%
Benefits	671,283.02	14,062,191.00	13,390,907.98	95.23%
Supplies & Services	1,996,832.40	17,199,234.00	15,202,401.60	88.39%
Capital Outlay	989,984.59	11,353,000.00	10,363,015.41	91.28%
<b>Total Expenditures</b>	<b>6,128,944.97</b>	<b>76,195,444.00</b>	<b>70,066,499.03</b>	<b>91.96%</b>
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>(6,012,291.32)</b>	<b>14,862,556.00</b>	<b>20,874,847.32</b>	<b>7.92%</b>

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

**General Fund - 100****From 07/01/2022 Through 07/31/2022**

			<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
		<b>YTD Actual</b>	<b>Budget</b>	
110	Administration - Executive	34,599.13	980,298.00	945,698.87 96.47%
120	Administration - Library Operations	89,291.49	1,682,263.00	1,592,971.51 94.69%
200	Financial Services	83,250.83	2,037,364.00	1,954,113.17 95.91%
215	Community Outreach	43,135.69	721,577.00	678,441.31 94.02%
216	Youth Services	72,557.13	414,524.00	341,966.87 82.50%
217	Adult Services	30,000.00	288,233.00	258,233.00 89.59%
220	Development and Planning	44,050.45	711,964.00	667,913.55 93.81%
240	General Services/Facilities	953,623.06	11,209,262.00	10,255,638.94 91.49%
250	Human Resources	104,842.06	2,724,857.00	2,620,014.94 96.15%
251	HR-Work Insurance	40,645.20	1,501,744.00	1,461,098.80 97.29%
260	Information Technology	1,002,965.38	4,460,681.00	3,457,715.62 77.52%
270	Literacy Department	37,001.98	354,409.00	317,407.02 89.56%
280	Branding and Marketing	222,903.70	2,368,611.00	2,145,707.30 90.59%
290	Access Services Department	71,279.82	1,148,489.00	1,077,209.18 93.79%
310	Collection and Bibliographic Services	1,242,060.88	13,651,294.00	12,409,233.12 90.90%
320	Gallery Services	13,278.21	198,071.00	184,792.79 93.30%
330	Programming and Venues	208,884.37	3,177,283.00	2,968,398.63 93.43%
340	Community Engagement	26,798.58	528,153.00	501,354.42 94.93%
400	Library Operations	1,807,777.01	28,036,367.00	26,228,589.99 93.55%
<b>Total</b>		<b>6,128,944.97</b>	<b>76,195,444.00</b>	<b>70,066,499.03 91.96%</b>

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

**General Fund - 100**  
**Library Operations - Dept 400**  
**From 07/01/2022 Through 07/31/2022**

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	6,216.82	126,566.00	120,349.18	95.09%
110	Bunkerville	5,215.85	117,771.00	112,555.15	95.57%
120	Clark County Library	191,650.21	2,894,468.00	2,702,817.79	93.38%
130	Enterprise Library	88,141.51	1,478,025.00	1,389,883.49	94.04%
140	Goodsprings	6,212.84	110,543.00	104,330.16	94.38%
160	Indian Springs	8,699.04	140,406.00	131,706.96	93.80%
180	Laughlin	46,475.91	719,156.00	672,680.09	93.54%
190	Mesquite	72,262.65	1,114,029.00	1,041,766.35	93.51%
200	Moapa Town	4,584.78	115,375.00	110,790.22	96.03%
210	Moapa Valley	23,088.35	341,565.00	318,476.65	93.24%
220	Mount Charleston	5,262.84	115,869.00	110,606.16	95.46%
230	Rainbow Library	121,667.78	1,937,089.00	1,815,421.22	93.72%
240	Sahara West Library	172,406.99	2,640,170.00	2,467,763.01	93.47%
250	Sandy Valley	7,721.12	143,724.00	136,002.88	94.63%
260	Searchlight	3,973.31	112,958.00	108,984.69	96.48%
270	Spring Valley Library	112,822.21	1,775,215.00	1,662,392.79	93.64%
280	Summerlin Library	101,208.97	1,442,136.00	1,340,927.03	92.98%
290	Sunrise Library	104,402.43	1,572,937.00	1,468,534.57	93.36%
300	West Charleston Library	122,099.90	1,745,209.00	1,623,109.10	93.00%
310	West Las Vegas Library	92,068.48	1,745,390.00	1,653,321.52	94.73%
320	Whitney Library	113,250.11	1,616,672.00	1,503,421.89	92.99%
360	Meadows Library	7,308.54	118,975.00	111,666.46	93.86%
370	Centennial Hills	116,675.10	1,918,481.00	1,801,805.90	93.92%
380	Windmill Library	131,281.68	1,882,684.00	1,751,402.32	93.03%
390	East Las Vegas Library	139,557.04	2,061,025.00	1,921,467.96	93.23%
605	City Misdemeanant	3,522.55	49,929.00	46,406.45	92.94%
Total		1,807,777.01	28,036,367.00	26,228,589.99	93.55%

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

**General Fund - 100****From 07/01/2022 Through 07/31/2022**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	34,599.13	980,298.00	945,698.87	96.47%
120	Administration - Library Operations	89,291.49	1,682,263.00	1,592,971.51	94.69%
200	Financial Services	83,250.83	2,037,364.00	1,954,113.17	95.91%
215	Community Outreach	43,135.69	721,577.00	678,441.31	94.02%
216	Youth Services	72,557.13	414,524.00	341,966.87	82.50%
217	Adult Services	30,000.00	288,233.00	258,233.00	89.59%
220	Development and Planning	44,050.45	711,964.00	667,913.55	93.81%
240	General Services/Facilities	953,623.06	11,209,262.00	10,255,638.94	91.49%
250	Human Resources	104,842.06	2,724,857.00	2,620,014.94	96.15%
251	HR-Work Insurance	40,645.20	1,501,744.00	1,461,098.80	97.29%
260	Information Technology	1,002,965.38	4,460,681.00	3,457,715.62	77.52%
270	Literacy	37,001.98	354,409.00	317,407.02	89.56%
280	Branding and Marketing	222,903.70	2,368,611.00	2,145,707.30	90.59%
290	Access Services	71,279.82	1,148,489.00	1,077,209.18	93.79%
310	Collection and Bibliographic Services	1,242,060.88	13,651,294.00	12,409,233.12	90.90%
320	Gallery Services	13,278.21	198,071.00	184,792.79	93.30%
330	Programming and Venues	208,884.37	3,177,283.00	2,968,398.63	93.43%
340	Community Engagement	26,798.58	528,153.00	501,354.42	94.93%
400	Library Operations	1,807,777.01	28,036,367.00	26,228,589.99	93.55%
Total		6,128,944.97	76,195,444.00	70,066,499.03	91.96%

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

**Grant Fund - 220****From 07/01/2022 Through 07/31/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Intergovernmental Revenue	10,000.00	6,000,000.00	5,990,000.00	99.83%
Miscellaneous	20,000.00	-	(20,000.00)	
<b>Total Revenues</b>	<b>30,000.00</b>	<b>6,000,000.00</b>	<b>5,970,000.00</b>	<b>99.50%</b>
<b>Expenditures</b>				
Salaries	22,649.53	693,139.10	670,489.57	96.73%
Benefits	9,409.35	210,000.00	200,590.65	95.52%
Supplies & Services	1,899.62	2,046,860.90	2,044,961.28	99.91%
Capital Outlay	157,557.38	3,050,000.00	2,892,442.62	94.83%
<b>Total Expenditures</b>	<b>191,515.88</b>	<b>6,000,000.00</b>	<b>5,808,484.12</b>	<b>96.81%</b>
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>(161,515.88)</b>	<b>-</b>	<b>161,515.88</b>	<b>2.69%</b>

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

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

**Grant Fund - 220**  
**From 07/01/2022 Through 07/31/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	20,477.38	412,123.10	391,645.72	95.03%
51200 Salaries - Part Time	2,044.30	281,016.00	278,971.70	99.27%
51300 Overtime Pay	6.81	-	(6.81)	
51600 Longevity Pay	121.04	-	(121.04)	
55100 Employees Retirement	6,128.47	146,367.54	140,239.07	95.81%
55200 Group Insurance	2,827.80	54,032.91	51,205.11	94.77%
55400 Medicare Coverage Expense	453.08	9,599.55	9,146.47	95.28%
61100 Office Supplies	-	4,511.83	4,511.83	100.00%
61110 Operating Supplies	-	120,000.00	120,000.00	100.00%
61120 Software & User Licenses	-	159,582.00	159,582.00	100.00%
61210 Small Equipment	1,899.62	600,000.00	598,100.38	99.68%
61410 Contracted Services	-	760,000.00	760,000.00	100.00%
61900 Professional Services	-	200,000.00	200,000.00	100.00%
62800 Travel & Transportation	-	51,000.00	51,000.00	100.00%
63000 Dues & Subscriptions	-	75,000.00	75,000.00	100.00%
65000 Miscellaneous Expenses	-	76,767.07	76,767.07	100.00%
81600 Capital Equipment - Major	-	2,600,000.00	2,600,000.00	100.00%
81700 Library Books	157,557.38	450,000.00	292,442.62	64.99%
<b>Total</b>	<b>191,515.88</b>	<b>6,000,000.00</b>	<b>5,808,484.12</b>	<b>96.81%</b>



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

**Gift Fund - 230**

From 07/01/2022 Through 07/31/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	35,877.06	2,000,000.00	1,964,122.94	98.21%
<b>Total Revenues</b>	35,877.06	2,000,000.00	1,964,122.94	98.21%
<b>Expenditures</b>				
Salaries	-	100,000.00	100,000.00	100.00%
Supplies & Services	1,940.81	900,000.00	898,059.19	99.78%
Capital Outlay	-	1,000,000.00	1,000,000.00	100.00%
<b>Total Expenditures</b>	1,940.81	2,000,000.00	1,998,059.19	99.90%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	33,936.25	-	(33,936.25)	-1.70%

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

**Gift Fund - 230**

**From 07/01/2022 Through 07/31/2022**

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100	Salaries - Full Time	-	100,000.00	100,000.00	100.00%
61100	Office Supplies	-	20,000.00	20,000.00	100.00%
61110	Operating Supplies	26.95	20,000.00	19,973.05	99.87%
61210	Small Equipment	-	20,000.00	20,000.00	100.00%
61410	Contracted Services	1,635.00	290,000.00	288,365.00	99.44%
61500	Rental Expenses	-	315,000.00	315,000.00	100.00%
61900	Professional Services	-	200,000.00	200,000.00	100.00%
62600	Community Events	-	10,000.00	10,000.00	100.00%
62900	Printing & Reproduction	-	10,000.00	10,000.00	100.00%
65000	Miscellaneous Expenses	278.86	15,000.00	14,721.14	98.14%
81600	Capital Equipment - Major	-	1,000,000.00	1,000,000.00	100.00%
<b>Total</b>		<b>1,940.81</b>	<b>2,000,000.00</b>	<b>1,998,059.19</b>	<b>99.90%</b>

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

**Capital Projects Fund - 510  
From 07/01/2022 Through 07/31/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	50,653.83	150,000.00	99,346.17	66.23%
<b>Total Revenues</b>	50,653.83	150,000.00	99,346.17	66.23%
<b>Expenditures</b>				
Supplies & Services	15,881.55	6,481,674.00	6,465,792.45	99.75%
Capital Outlay	-	5,210,547.00	5,210,547.00	100.00%
<b>Total Expenditures</b>	15,881.55	11,692,221.00	11,676,339.45	99.86%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	34,772.28	(11,542,221.00)	(11,576,993.28)	-33.63%

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

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

**Capital Projects Fund - 510**  
**From 07/01/2022 Through 07/31/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61110 Operating Supplies	564.00	800,000.00	799,436.00	99.93%
61120 Software & User Licenses	-	300,000.00	300,000.00	100.00%
61130 Software Maintenance	2,584.00	240,000.00	237,416.00	98.92%
61210 Small Equipment	-	1,200,000.00	1,200,000.00	100.00%
61400 Equipment Repair & Maint.	-	700,000.00	700,000.00	100.00%
61410 Contracted Services	-	200,000.00	200,000.00	100.00%
61420 Building Repair & Maint.	-	1,100,000.00	1,100,000.00	100.00%
61800 Insurance & Bonds	3,729.00	181,674.00	177,945.00	97.95%
61900 Professional Services	-	1,560,000.00	1,560,000.00	100.00%
65000 Miscellaneous Expenses	9,004.55	200,000.00	190,995.45	95.50%
81500 Capital Improvements	-	1,210,547.00	1,210,547.00	100.00%
81600 Capital Equipment - Major	-	4,000,000.00	4,000,000.00	100.00%
<b>Total</b>	<b>15,881.55</b>	<b>11,692,221.00</b>	<b>11,676,339.45</b>	<b>99.86%</b>

Las Vegas-Clark County Library District

**Project 2050 - Furniture Replacement**  
**From 07/01/2022 through 07/31/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	-	75,000.00	75,000.00	100%
<b>Total Expenditures</b>		<b>-</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>100%</b>

Las Vegas-Clark County Library District

**Project 2200 - Financial Services Projects**  
**From 07/01/2022 through 07/31/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	6,313.00	185,000.00	178,687.00	97%
65100	Bank Charges	9,004.55	40,000.00	30,995.45	77%
81600	Capital Equipment - Major	-	80,000.00	80,000.00	100%
<b>Total Expenditures</b>		<b>15,317.55</b>	<b>305,000.00</b>	<b>289,682.45</b>	<b>95%</b>



## Las Vegas-Clark County Library District

**Project 4010 - Tech Replacements & Upgrades**  
**From 07/01/2022 through 07/31/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	-	162,000.00	162,000.00	100%
61120	Software & User Licenses	-	300,000.00	300,000.00	100%
61130	Software Maintenance	-	300,000.00	300,000.00	100%
61210	Small Equipment	-	900,000.00	900,000.00	100%
61400	Equipment Repair & Maint.	-	600,000.00	600,000.00	100%
61410	Contracted Services	-	500,000.00	500,000.00	100%
81600	Capital Equipment - Major	-	340,000.00	340,000.00	100%
<b>Total Expenditures</b>		<b>-</b>	<b>3,102,000.00</b>	<b>3,102,000.00</b>	<b>100%</b>

## Las Vegas-Clark County Library District

**Project 5010 - Bldg Repair & Maintenance**  
**From 07/01/2022 through 07/31/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	564.00	134,674.00	134,110.00	99.6%
61130	Software Maintenance	-	100,000.00	100,000.00	100%
61210	Small Equipment	-	300,000.00	300,000.00	100%
61400	Equipment Repair & Maint.	-	200,000.00	200,000.00	100%
61420	Building Repair & Maint.	-	900,000.00	900,000.00	100%
61900	Professional Services	-	900,000.00	900,000.00	100%
81500	Capital Improvements	-	640,547.00	640,547.00	100%
<b>Total Expenditures</b>		<b>564.00</b>	<b>3,175,221.00</b>	<b>3,174,657.00</b>	<b>100%</b>

Las Vegas-Clark County Library District

**Project 5015 - Construction Projects**  
**From 07/01/2022 through 07/31/2022**

**510**  
**Capital Projects Fund**

	<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Revenues</b>				
45200 Interest Earnings	(50,653.83)	150,000.00	200,653.83	134%
<b>        Total Revenues</b>	<b>(50,653.83)</b>	<b>150,000.00</b>	<b>200,653.83</b>	<b>134%</b>
<b>Expenditures</b>				
81500 Capital Improvements	-	4,000,000.00	4,000,000.00	100%
<b>        Total Expenditures</b>	<b>-</b>	<b>4,000,000.00</b>	<b>4,000,000.00</b>	<b>100%</b>

Las Vegas-Clark County Library District

**Project 5020 - PVS Projects**  
**From 07/01/2022 through 07/31/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	-	385,000.00	385,000.00	100%
81500	Capital Improvements	-	100,000.00	100,000.00	100%
81600	Capital Equipment - Major	-	400,000.00	400,000.00	100%
<b>Total Expenditures</b>		<b>-</b>	<b>885,000.00</b>	<b>885,000.00</b>	<b>100%</b>

Las Vegas-Clark County Library District

**Project 9010 - Vehicle Purchase and Replacement**  
**From 07/01/2022 through 07/31/2022**

**510**  
**Capital Projects Fund**

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

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

**Debt Service Fund - 610  
From 07/01/2022 Through 07/31/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	10.30	10,000.00	9,989.70	99.90%
<b>Total Revenues</b>	10.30	10,000.00	9,989.70	99.90%
<b>Expenditures</b>				
Supplies & Services	-	10,000.00	10,000.00	100.00%
Debt Service	-	-	-	
<b>Total Expenditures</b>	-	10,000.00	10,000.00	100.00%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	10.30	-	(10.30)	-0.10%



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

**Debt Service Fund - 610**  
**From 07/01/2022 Through 07/31/2022**

		<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Variance</b>	<b>Percent Budget Remaining</b>
65100	Bank Charges	-	10,000.00	10,000.00	100.00%
	<b>Total</b>	<b>-</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>100.00%</b>



## MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director  
**FROM:** Floresto Cabias, Chief Financial Officer  
**DATE:** August 1, 2022  
**SUBJECT:** Review of Internal Controls over Cash Handling

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### **Executive Summary**

Financial Services and Library Operations developed updated standard operating procedures and best practices for cash handling, documented the procedures, and provided training to branch leadership.

Observations and walkthroughs of the new procedures performed by Financial Services following training and implementation combined with audits of Daily Cash Reports showcased the updates were adopted without issue or exception.

### **Conclusion**

Based on testing and observations performed by Financial Services, current internal controls over cash handling appear to be functioning as management intends and appear to be appropriately designed and implemented to provide sufficient assurance that the controls will prevent mismanagement of District funds and/or detect and address errors timely.

### **Background**

In April and May 2022, Financial Services partnered with Cherrie DeLaney (Purchasing and Administration Manager), Lorraine Gates (West Las Vegas - Circulation Department Head), and Adriana Garay (Windmill - Circulation Department Head) to standardize cash handling procedures and to implement best practices across the District's urban branches. The updates were provided to Leo Segura (Library Operations Director) for review and he approved them and the corresponding training schedule. Lorraine and Adriana divided the branches up and performed training with the Branch Managers, Assistant Branch Managers, and/or the Persons-In-Charge responsible for cash handling.

### **Testing Performed**

In June 2022, during the fixed assets inventory, Financial Services also performed walkthroughs and observations over cash handling. Observations of the cash count and drop were performed at Windmill (05/20/2022), Enterprise (06/03/2022), West

Charleston (06/07/2022), East Las Vegas (06/08/2022), and Centennial Hills (06/09/2022). The "Cash Controls Checklists" were completed during walkthroughs with the Branch Managers and/or Persons-In-Charge. Based on observations of procedures, examinations of supporting documentation, and inquiries with responsible staff, no exceptions were noted to the new procedures and no issues or concerns were identified.

- **June 3, 2022**
  - Mayumi Kramer and Justin Tully
    - Enterprise (EN – 130)
- **June 7, 2022**
  - Tamyah Stoker and Justin Tully
    - West Charleston (WC - 300)
    - Spring Valley (SV – 270)
    - Clark County (CC – 120)
    - Whitney (WH – 320)
- **June 8, 2022**
  - Mayumi Kramer and Justin Tully
    - East Las Vegas (EV – 390)
    - West Las Vegas (WV – 310)
    - Sunrise (SU – 290)
    - Windmill (WM – 380)
- **June 9, 2022**
  - Anita Lai and Justin Tully
    - Centennial Hills (CH – 370)
    - Rainbow (RB – 230)
    - Summerlin (SM – 280)
    - Sahara West (SW – 240)

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 6/25/2022 through 7/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15340	6/27/2022	10017	CDA Media Relations	Advertising June 2022	4,000.00
15341	6/27/2022	10129	Fun Express LLC	large smile face erasers - OR	373.44
15342	6/27/2022	1017	AAA Air Filter Company, Inc.	Various: Air Filter Changes	2,087.50
15343	6/27/2022	10500	Team Schutmaat, Inc.	Interactive Play Table with games	5,475.00
15344	6/27/2022	10535	Johnson Controls Fire Protection LP	EN: Service Call - Fire Panel	866.40
15345	6/27/2022	10641	Quench USA, Inc.	Various: Filtered Drinking Water	850.00
15346	6/27/2022	10686	NLS Grounds Management, LLC	Various: Landscape Maintenance	23,143.15
15347	6/27/2022	10809	Sandra Kay Ramaker	Mileage reimbursement for 6/9/2022	0.59
15348	6/27/2022	10834	Brittany Mangelson	Transcribing for 6/9/22 Board Meeting	259.50
15349	6/27/2022	11062	Blue Planet Lighting, Inc.	In-House Diagnosis - Per Hour	193.35
15350	6/27/2022	11137	Vital Records Control	Monthly Fee May 2022	160.54
15351	6/27/2022	11552	Destiny Executive Search Group, Inc.	Final Retainer Fee for search in May 2022	4,219.34
15352	6/27/2022	11626	Jay Atwood	Piano tuning and maintenance - CC	135.00
15353	6/27/2022	11653	Bombard Mechanical, LLC	SW - Service Call: Plumbing	719.32
15355	6/27/2022	1201	Best Janitorial Services of Nevada	Various: Janitorial	143,859.50
15357	6/27/2022	1240	Brady Industries of Nevada, LLC	MB Towel Fold Up	268.46
15358	6/27/2022	1457	Demco, Inc.	Foam Letters - EV	419.16
15359	6/27/2022	1580	Ferguson Enterprises, LLC	Various	166.37
15360	6/27/2022	1620	Full Compass Systems Ltd	RSB GAFFERS-2"-BLACK	7,872.21
15361	6/27/2022	1742	Ideal Supply Company Inc.	Tool #59 Auger	420.00
15362	6/27/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	34,387.04
15363	6/27/2022	1837	Johnstone Supply	SV HVAC	74.15
15364	6/27/2022	1897	Lakeshore Learning Materials	Heavy Duty preschool storage unit -WM	1,236.02
15365	6/27/2022	1950	Liberty Lock and Security	WC Lock & Key	41.70
15366	6/27/2022	2015	Machabee Office Environments	WH- Chairs for PVS	1,138.00
15367	6/27/2022	2152	Nedco Supply	SV Lighting	678.46
15368	6/27/2022	2307	Progressive Elevator	CC TH - Service Call: Elevator Issue	1,572.00
15369	6/27/2022	2471	Silver State Glass & Mirror	WH: Aluminum threshold for roll-up door	250.00
15370	6/27/2022	2533	Suburban Propane - 1487	Propane - May 2022	2,694.91
15371	6/27/2022	2733	Phoenix Fire Protection, LLC	Various: Fire Sprinkler Tests/Inspections	375.00
15372	6/27/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	19,525.13
15373	6/27/2022	2799	CDW Government Inc,	Fortinet - SFP+ Transceiver Module - 10 GigE	302.55
15374	6/27/2022	2809	Water District	Service Apr 22 & May 22	20,398.52
15375	6/27/2022	2819	CenturyLink Communications, LLC	Service June 2022	3,492.49
15376	6/27/2022	2852	Chem-Aqua, Inc.	EV & RB: HVAC Water Treatment	669.75
15377	6/27/2022	3149	Midwest Tape	Order PUR017500	27,460.56
15378	6/27/2022	3435	Ace Fire Systems, Inc.	Various: Fire Sprinkler & Alarm Tests/Insp's	1,999.73
15379	6/27/2022	3823	Lucas Holdings, LLC	LVCCLD Catelyn with barcode	3,549.08
15380	6/27/2022	4179	Safelite Fulfillment, Inc	#59: Windshield Replacement	750.64
15381	6/27/2022	4540	Robert Half	Subtotal week ended 6/03/2022	2,106.29
15382	6/27/2022	4604	Brodart Library Supplies & Furnishings	Materials & Supplies FY 2021-22	593.67
15383	6/27/2022	5001	UniFirst Corporation	FAC Uniform Rental	343.66
15384	6/27/2022	5769	The Penworthy Company	210 prebound juvi books	3,714.25
15385	6/27/2022	7419	EDS Electronics Inc.	SW; Fire Alarm Tests/Inspections	330.00
15386	6/27/2022	7655	Gill's Printing and Color Graphics	30 - POSTERS (ART CLASS PAUL PINION)	2,956.22
15387	6/27/2022	7677	Uline, Inc.	Couriers: Wedding Boxes	3,119.90
15388	6/27/2022	7687	United Lock and Security, Inc.	MB Duplicate Keys	22.50
15389	6/27/2022	7943	Communication Electronic Systems Inc	CH & WM: Burg/Fire Alarm Monitoring	130.00
15390	6/27/2022	8010	Allied Universal Security Services	On-Site Security 05/27/22-06/09/22 - CH	92,929.62
15391	6/27/2022	8122	Staples Advantage Dept LA	Folderheavydutyassort- EV	4,892.71
15392	6/27/2022	8438	Carrier Corporation	EN: Annual Chiller Service PM	2,358.00
15393	6/27/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	343.75
15394	6/27/2022	8575	Intermountain Lock and Security Supply	Various	113.77
15395	6/27/2022	8593	American Sign Language Communication	ASL Storytime at WC - June 2022	180.00
15397	6/27/2022	9074	Statewide Fire Protection - Western States	CH & WM: Fire Sprinkler Tests/Inspections	175.00
15398	6/27/2022	9159	Mesquite Lumber /Ace Hardware	MQL Drywall Fix	115.50
15399	6/27/2022	9191	Canon Solutions America, Inc.	Monthly Maint 04/20/22-05/19/22 - LA	4,609.26
15400	6/27/2022	9234	Data Processing Air Corporation	CC,SW,SC: Chiller Service PM	2,837.50
15401	6/27/2022	9383	Office Plus	Crtg,lsr,bk,hp 37a - WM	1,358.52
15402	6/27/2022	9631	Elliot's Sewer & Drain	SW: Service Call - Plumbing	391.25
15403	6/27/2022	10809	Sandra Kay Ramaker	Balance Due Mileage RMB 6/9/2022	118.75
15404	6/27/2022	1429	D.C. Thomas	BD Rent July 2022	1,617.02
15405	6/27/2022	3307	Unique Management Services, Inc.	Placements - May 2022	2,693.25
15407	7/5/2022	10174	Sovos Compliance, LLC	2021 TIR Corp, State	13,565.40
15408	7/5/2022	10228	Sterling Volunteers	8 Volunteer background checks	145.00
15409	7/5/2022	10482	Kanopy LLC	Pay Per Use funding	75,000.00
15410	7/5/2022	10654	Educational Testing Service (ETS)	Testing Fee May 2022	301.00
15411	7/5/2022	10877	Findaway World, LLC	Order PUR017717	172,564.37
15412	7/5/2022	10927	CenturyLink	Service Jun 2022	1,933.97
15413	7/5/2022	11693	Richard James Cisneros	LV Classica Music - Concert Series 06/28	1,000.00
15414	7/5/2022	1180	Baron Pest Solutions, Inc.	LA: Pest Control	47.00
15416	7/5/2022	11922	Sability, LP	Consulting - May 2022	1,295.00
15418	7/5/2022	12054	Amazon Capital Services, Inc.	Amazon 061522	25,005.41
15419	7/5/2022	1457	Demco, Inc.	SM Paper Cutter - SM	1,595.78
15420	7/5/2022	1535	El Mundo	June Purchasing Ad	80.00
15421	7/5/2022	1580	Ferguson Enterprises, LLC	Various	342.81
15422	7/5/2022	1742	Ideal Supply Company Inc.	CC Plumbing	108.06
15423	7/5/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	53,559.41
15424	7/5/2022	1803	JanWay Company USA, Inc.	"Plastic Bag - LO	6,000.00
15425	7/5/2022	1950	Liberty Lock and Security	EV Duplicate Keys	43.35
15426	7/5/2022	2152	Nedco Supply	CH: LED Lighting - Lobby Area	266.96
15427	7/5/2022	2234	Overton Power District #5	Service 05/22/22-06/22/22 MT	257.98
15428	7/5/2022	2567	Teamsters Local Union #14	Union Dues - July 2022	9,254.00
15429	7/5/2022	2733	Phoenix Fire Protection, LLC	Various: Fire Sprinkler Tests/Inspections	300.00
15430	7/5/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	4,849.84
15431	7/5/2022	2860	Las Vegas Review Journal	June Purchasing Ad El Tiempo	43.75
15432	7/5/2022	2891	AFLAC	Premium June 2022	777.82

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 6/25/2022 through 7/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15433	7/5/2022	3058	EBSCO Information Services	Flipster Digital Edition & Subscription fee 6/1/22-5/31/23	5,040.00
15434	7/5/2022	3435	Ace Fire Systems, Inc.	WC: Fire Alarm Monitoring	135.00
15435	7/5/2022	3770	Cox Communications of Las Vegas	Service 06/17/22-07/16/22	34,384.75
15436	7/5/2022	3776	Got Bugs LLC	MQL & MQLC: Pest Control	200.00
15437	7/5/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2021-22	8,802.62
15438	7/5/2022	4540	Robert Half	R. Walton - wk 3/18/22	10,560.87
15439	7/5/2022	4604	Brodart Library Supplies & Furnishings	Materials & Supplies FY 2021-22	20,104.44
15440	7/5/2022	4676	Color Reflections	Hope for Prisoners Banner	175.00
15441	7/5/2022	4782	KNPR/Nevada Public Radio	SC22_June Issue Polybag	8,535.00
15442	7/5/2022	5130	OverDrive Inc.	Library Books & Materials for FY 2021-22	142,691.22
15443	7/5/2022	5769	The Penworthy Company	6 STEM in Motion Kits	779.94
15444	7/5/2022	6646	Aqua Serv Engineers, Inc.	Various: HVAC Water Treatment	4,089.08
15445	7/5/2022	6664	Sky High Marketing, Inc.	Summer Challenge Replacement t-shirts	851.50
15446	7/5/2022	7655	Gill's Printing and Color Graphics	1600 Flyers	453.64
15447	7/5/2022	8010	Allied Universal Security Services	PVS Security 05/27/22-06/09/22	96,924.48
15448	7/5/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	462.50
15449	7/5/2022	8565	WT Cox Information Services	Library Books & Materials for FY 2021-22	285.49
15450	7/5/2022	9074	Statewide Fire Protection - Western States	CH & WM: Fire Sprinkler Tests/Inspections	450.00
15451	7/5/2022	9101	O'Reilly Auto Parts	#49 Impact Gloves	23.99
15452	7/5/2022	9191	Canon Solutions America, Inc.	Scanner for FS	389.89
15453	7/5/2022	9383	Office Plus	Toner,hplj,contract - LA	680.87
15454	7/5/2022	9489	Teledata Technologies	Surveillance System - WC	1,028.00
15455	7/5/2022	9758	ConvergeOne, Inc.	For SFP+ to connect the DMZ switch to the Firewalls	1,721.96
15456	7/11/2022	10129	Fun Express LLC	DIY Puzzles - SV	809.79
15457	7/11/2022	10212	Virgin Valley Water District	Service 05/20/22-06/20/22	1,119.77
15458	7/11/2022	11652	Nathaniel Paul Waugh	ALA Travel Reimb Trustee Waugh	1,193.20
15459	7/11/2022	11662	Tyler Technologies, Inc.	Annual renewal for Sub Mgmt End: 06/30/23	7,250.00
15460	7/11/2022	11677	Kronos SaaShr, Inc.	Subscription Services March 2022	5.64
15461	7/11/2022	1757	Ingram Library Services	Library Books & Materials for FY 2021-22	9,591.71
15462	7/11/2022	2215	OCLC Inc.	Cataloging/ILL Charges FY2021-22	474.75
15463	7/11/2022	2698	Virgin Valley Disposal	Service June 2022	149.02
15464	7/11/2022	2798	Brodart Co.	Library Books & Materials for FY 2021-22	7,591.83
15465	7/11/2022	2860	Las Vegas Review Journal	Summer Challenge May 2022	17,795.00
15466	7/11/2022	3149	Midwest Tape	Order PUR017500	20,853.62
15467	7/11/2022	3770	Cox Communications of Las Vegas	Service 06/22/22-07/21/22	122.09
15468	7/11/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2021-22	4,616.04
15469	7/11/2022	4108	American Library Association	Mbrshp #2064173 - Trustee Melendrez	402.00
15470	7/11/2022	4604	Brodart Library Supplies & Furnishings	Music divider - SU	2,504.34
15471	7/11/2022	4742	Deseret Book Co.	CD AUDIOBOOK - HIS ACCIDENTAL BRIDE	26.33
15472	7/11/2022	5130	OverDrive Inc.	End of FY 21-22 invoices	86,235.68
15473	7/11/2022	7188	Innovative Interfaces, Inc.	Library Books & Materials for FY 2021-22	3,639.75
15474	7/11/2022	7371	EnvisionWare, Inc.	36,000 RFID TAGE 2X3 SLUX2	5,329.00
15475	7/11/2022	7677	Uline, Inc.	Economy cart with cabinet - OR	278.25
15476	7/11/2022	8122	Staples Advantage Dept LA	Ultra Plate 10 1/6in - EN	8,218.28
15477	7/11/2022	8718	Library Ideas, LLC	Order PUR017803	2,433.40
15478	7/11/2022	9332	Felipe A. Ortiz	ALA Travel Reimb. for Trustee Ortiz	1,086.61
15479	7/11/2022	9383	Office Plus	Oem trn hpl 25x blk - SW	2,549.89
15481	7/11/2022	9907	Principal Life Insurance Company	Premium July 2022	23,585.50
15482	7/11/2022	10049	State of NV Department of Business and Industry	Assessment Fee FY 2022	999.00
15483	7/11/2022	4540	Robert Half	R. Walson Week Ending 6/17/2022	2,004.36
15484	7/18/2022	10017	CDA Media Relations	July Purchasing Ad	350.00
15485	7/18/2022	10129	Fun Express LLC	Construction Truck Erasers - SW	285.48
15486	7/18/2022	10162	CenturyLink	Service July 2022	136.45
15487	7/18/2022	1017	AAA Air Filter Company, Inc.	Various: Air Filter Changes	634.65
15488	7/18/2022	10179	Safe and Secure Alarms and Video	WC Alarm Monitoring Burg	54.00
15489	7/18/2022	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC: Service Call - Landscape Water Leak	1,385.00
15490	7/18/2022	10228	Sterling Volunteers	3 volunteer background checks	51.00
15491	7/18/2022	10298	Sprout Social, Inc.	22 June - 21 Sep 2022 Sprout	297.00
15493	7/18/2022	1064	Allied Refrigeration Inc.	EN - HVAC	1,973.00
15494	7/18/2022	10686	NLS Grounds Management, LLC	Various: Landscape Maintenance	20,393.15
15495	7/18/2022	10877	Findaway World, LLC	Order PUR017931	350.94
15496	7/18/2022	11075	Cadient Talent, LLC	WFR Integration Transition	1,750.00
15498	7/18/2022	11143	Brightly Software, Inc.	Asset Essentials Connector Toolkit Training	2,110.10
15499	7/18/2022	1157	AZP	MQLC Plumbing	275.63
15500	7/18/2022	11724	Greenberg Traurig, LLP	Legal services June 2022	646.00
15501	7/18/2022	11793	STEP CG, LLC	Support for Wireless Controllers & APs, End: 6/30/2023	13,282.23
15502	7/18/2022	11917	Red 7 Communications LLC	Summer Challenge PR June 2022	800.00
15503	7/18/2022	11941	Brink's, Incorporated	Excess Services - Jun 2022	3,577.42
15504	7/18/2022	11984	Victig Background Screening	18 back ground checks	1,482.51
15505	7/18/2022	1201	Best Janitorial Services of Nevada	Various: Janitorial	143,898.10
15506	7/18/2022	1240	Brady Industries of Nevada, LLC	MB - Towel Fold-Up - Kleenex	393.36
15507	7/18/2022	1300	Cashman Equipment Company	Various: Generator & Fire Pump Engine	375.81
15508	7/18/2022	1580	Ferguson Enterprises, LLC	CC - Plumbing	71.07
15509	7/18/2022	1742	Ideal Supply Company Inc.	SC - Plumbing	227.28
15510	7/18/2022	1757	Ingram Library Services	summer challenge book prizes	3,305.90
15511	7/18/2022	1837	Johnstone Supply	SU - HVAC	14.65
15512	7/18/2022	1950	Liberty Lock and Security	WV - Keys for Fire Panel	15.80
15514	7/18/2022	2098	Moapa Valley Water District	Service 06/08/22-07/05/22	217.92
15515	7/18/2022	2152	Nedco Supply	CH - Electrical Cover Plate	537.31
15516	7/18/2022	2234	Overton Power District #5	Service 06/01/22-07/01/22 MQ	3,174.14
15517	7/18/2022	2362	Refrigeration Supplies Distributor	EV - HVAC	2,057.98
15518	7/18/2022	2471	Silver State Glass & Mirror	CC: Service Call - Vandalism Clean-Up	455.00
15519	7/18/2022	2733	Phoenix Fire Protection, LLC	Various: Fire Sprinkler Tests/Inspections	75.00
15520	7/18/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	46,609.46
15521	7/18/2022	2819	CenturyLink Communications, LLC	Service July 2022	11,544.34
15522	7/18/2022	2822	City of Mesquite Sanitation	Service Jul, Aug, Sept 2022	570.97
15523	7/18/2022	2860	Las Vegas Review Journal	Publish Annual Report GF	429.04

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 6/25/2022 through 7/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15524	7/18/2022	2887	Thomson Reuters West Payment Ctr	Order PUR017990	828.83
15525	7/18/2022	2914	Iron Mountain	Services June 2022	579.14
15526	7/18/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	8,499.46
15527	7/18/2022	3324	Rio Virgin Telephone Co.	Service July 2022	470.50
15528	7/18/2022	3355	Teamsters Security Fund S. Nevada	Premium July 2022	359,312.72
15529	7/18/2022	3435	Ace Fire Systems, Inc.	Fire Sprinkler Tests/Insp's & Fire Alarm Monitoring	135.00
15530	7/18/2022	4042	Baker & Taylor, Inc.	Order PUR017989	3,617.63
15531	7/18/2022	4224	DataPLUS Communications	WH: Fire Alarm Tests/Inspections	425.00
15532	7/18/2022	4517	Fingerprint Pros, Inc.	16 pre-employment fingerprints	944.00
15533	7/18/2022	4522	Quest Diagnostics	11 pre-employment drug tests	415.58
15534	7/18/2022	4540	Robert Half	Week Ending 7-1-22	2,454.28
15535	7/18/2022	4604	Brodart Library Supplies & Furnishings	Materials & Supplies FY 2021-22	5,344.00
15536	7/18/2022	4723	Purvis Industries - Las Vegas NV	EN - HVAC	59.75
15537	7/18/2022	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - Jul 2022	7,383.92
15538	7/18/2022	7188	Innovative Interfaces, Inc.	Sierra Annual Maintenance: 7/1/2022-6/30/2023	298,982.10
15539	7/18/2022	7592	Stanley Convergent Security Solutions	Various: Fire Alarm Tests/Inspections	275.00
15540	7/18/2022	7655	Gill's Printing and Color Graphics	SC22_Chaya Flyers	319.36
15541	7/18/2022	7671	Rentokil	Various: Pest Control	3,034.00
15542	7/18/2022	7687	United Lock and Security, Inc.	SM - Door Lock Parenting Room	32.50
15543	7/18/2022	7943	Communication Electronic Systems Inc	Various: Fire Alarm Tests/Inspections	1,410.00
15544	7/18/2022	8155	Las Vegas Clark County Librar Dist Foundation	Foundation Bookstore Sales - June 2022	20,640.37
15545	7/18/2022	8557	Guaranteed Pest Solutions LLC	Various: Bed Bug Inspections	727.50
15546	7/18/2022	8593	American Sign Language Communication	ASL Interpretive Svcs WC 7/9/22	180.00
15547	7/18/2022	9101	O'Reilly Auto Parts	Consumables - Grip Gloves	164.89
15548	7/18/2022	9104	AV Vegas	2 Martin MAC Quantum Profile 2 Weekly	700.00
15549	7/18/2022	9159	Mesquite Lumber /Ace Hardware	MQL - Community Painting	65.98
15550	7/18/2022	9187	Whitney's Water Systems, Inc.	MV: Replace Water Heater	1,802.00
15552	7/18/2022	9383	Office Plus	Crtg,Ij,hp90a,bk - SM	2,107.48
15553	7/18/2022	9431	B&H Photo-Video	Balt Makerspace 3D Printer Cart (2)	1,615.38
15554	7/18/2022	9758	ConvergeOne, Inc.	Software Maint. Assurance for Phone Switches, End: 6/30/2023	17,040.00
15555	7/18/2022	9827	Vision Sign Inc.	Sign Maintenance	210.00
15556	7/18/2022	9869	Unique Integrated Communications	Call Center Operations - Jun 2022	8,340.33
15557	7/26/2022	10129	Fun Express LLC	Geometric Foam - CC	178.68
15558	7/26/2022	10332	IXL Learning, Inc.	1 Yr IXL Service Site License	19,950.00
15559	7/26/2022	10454	USI Insurance Services LLC	District Ins Policy Annual 7/15/22 - 7/15/23	384,902.98
15560	7/26/2022	10535	Johnson Controls Fire Protection LP	EN: Fire Alarm Tests/Inspections	159.50
15561	7/26/2022	10701	Staples Technology Solutions	APC REPLACEMENT BATTERY #115	1,099.53
15563	7/26/2022	10808	Patron Point, Inc.	Patron Point Annual Subscription, End: 06/30/23	27,600.00
15564	7/26/2022	10809	Sandra Kay Ramaker	Board Comp - July 2022 Board Mtg	40.00
15565	7/26/2022	10834	Brittany Mangelson	July 7 F&A mtg	162.50
15566	7/26/2022	10864	Brian M. Wilson	Board Comp - July 2022 Board Mtg	40.00
15567	7/26/2022	11055	Bryant K. Rogers	Board Comp - July 2022 Board Mtg	40.00
15568	7/26/2022	11652	Nathaniel Paul Waugh	Board Comp - July 2022 Board Mtg	40.00
15569	7/26/2022	11681	Jennifer L. Jiron	Board Comp - July Mtg	40.00
15570	7/26/2022	11703	Kathleen Hagen Turner Whiteley	Board Comp - July 2022 Board Mtg	40.00
15571	7/26/2022	11863	Cision US Inc.	US1 Nationale Newswire - MKT	2,375.00
15572	7/26/2022	1300	Cashman Equipment Company	SC: Replace Generator's Batteries	2,343.82
15573	7/26/2022	1429	D.C. Thomas	BD Rent Aug 2022	1,617.02
15574	7/26/2022	1518	ECR	Ribbon for TEC 1450 register	58.00
15575	7/26/2022	1535	El Mundo	July 2022 Purchasing Ad	80.00
15576	7/26/2022	1590	Mergent, Inc.	Principal International Directory 7/1/22-6/30/23	2,914.00
15577	7/26/2022	1678	Scholastic Library Publishing	Scholastic Go 7/1/22-6/30/23	77,630.00
15578	7/26/2022	1757	Ingram Library Services	Order PUR017976	51,059.39
15579	7/26/2022	2215	OCLC Inc.	Cataloging/Metashare sub IFM debits FY23	59,314.29
15580	7/26/2022	2350	Rebel Oil Company	WV: Fire Pump - Diesel Fuel	207.70
15581	7/26/2022	2407	S & S Worldwide Inc.	Magnetic Coins 3/4" - SVL	732.89
15582	7/26/2022	2490	Source 4 Industries	LA: Cart Casters	29.20
15583	7/26/2022	2733	Phoenix Fire Protection, LLC	Annual Fire Extinguisher Service	8,300.00
15585	7/26/2022	2853	Dick Blick	Anime Your Way - YS/SummerChall.	281.46
15586	7/26/2022	2860	Las Vegas Review Journal	RJ SC22_Ads June 22	12,655.00
15587	7/26/2022	3058	EBSCO Information Services	Ebsco database Packages	231,387.00
15588	7/26/2022	3307	Unique Management Services, Inc.	Placements - Jun 2022	2,524.50
15589	7/26/2022	3435	Ace Fire Systems, Inc.	Various: Fire Sprinkler & Alarm Tests/Insp's	642.00
15590	7/26/2022	5130	OverDrive Inc.	Online materials for FY 22-23	104,784.56
15591	7/26/2022	5718	Tangerine Office Machines	Printer Support Svcs	690.00
15592	7/26/2022	5769	The Penworthy Company	Materials for FY 22-23	8,502.86
15593	7/26/2022	5897	Gibson Construction of Nevada, Inc.	SW: MPR - Electrical Floor Covering	450.00
15594	7/26/2022	7188	Innovative Interfaces, Inc.	Sierra Content Café 7/1/22-6/30/23	46,984.08
15595	7/26/2022	7371	EnvisionWare, Inc.	Annual Maint. Ren. 08/01/2022-07/31/2023	394,251.14
15596	7/26/2022	7687	United Lock and Security, Inc.	Various: Lock/Key Service	104.00
15597	7/26/2022	7943	Communication Electronic Systems Inc	WM: FACP Batteries Replacement	1,480.00
15598	7/26/2022	8010	Allied Universal Security Services	PVS Security 06/10/22-06/23/22	734.40
15599	7/26/2022	8235	ZOHO Corporation	Annual Maintenance and Support, End 7/5/23	2,999.00
15600	7/26/2022	8565	WT Cox Information Services	Newspaper subs	2,576.11
15601	7/26/2022	9187	Whitney's Water Systems, Inc.	MQLC: Service Call - Plumbing	401.00
15603	7/26/2022	9332	Felipe A. Ortiz	Board Comp - July 2022 Board Mtg	40.00
15604	7/26/2022	9383	Office Plus	Oem toner hp 648a - SM	788.65
15605	7/26/2022	9454	Apple Inc.	10.2 in iPad Wi-Fi 64GB-Space Gr - SW	2,148.00
15606	7/26/2022	9553	Ashworth and Belcastro Systems (ABS)	SU: Fire Alarm Tests / Inspections	390.00
15607	7/26/2022	9730	Commercial Lighting Specialties, LLC	LA - Lighting	202.50
15608	7/26/2022	9958	Enerspect Medical Solutions LLC	FAC: (3) Adult SMART Pads Cartridges for AED	144.72
15609	7/27/2022	8122	Staples Advantage Dept LA	Heavy ps fork white - EV	11,531.41
91130	6/28/2022	12077	Petty Cash	\$50 in \$1 coins for EV	50.00
91131	6/30/2022	10017	CDA Media Relations	Radio Show Black Image	7,000.00
91132	6/30/2022	10084	A Public Fit	Staged Reading Stop Kiss- Jun 2022	1,000.00
91133	6/30/2022	10176	Jonathan Karrant	SM Music Appreciation Jun 2022	175.00
91134	6/30/2022	10529	Furniture Lab	EV: Refurbish Exterior Wooden Benches	1,790.00

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 6/25/2022 through 7/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
91136	6/30/2022	10870	Communico LLC	Renewal of Reserve	62,932.00
91137	6/30/2022	10872	Radioactive Productions	SC22_On site Video 5/21/22	2,000.00
91138	6/30/2022	10900	Asian Journal Publications	Asian Journal 1/2 P. SC Ad 6.16.22	950.00
91139	6/30/2022	10930	Business Enterprises of Nevada	MQL: Cafe Management	1,716.00
91140	6/30/2022	11589	Greenspun Media Group, LLC	LVCCLD/ May 19, 26, June 2	4,241.75
91141	6/30/2022	11686	Reliable Pump & Motor	CC & SW: Sump Pump Quarterly Insp's	1,650.00
91142	6/30/2022	11801	Jeffrey Scott Trower	WC Drum Class 6.26.22	900.00
91143	6/30/2022	12004	SW Marketing & Consulting LLC	April 2022 Translations	468.75
91144	6/30/2022	12012	The Mob Museum	Summer Challenge June 2022	300.00
91145	6/30/2022	12045	Eagle Promotions	Cooler bag with logo	20,975.00
91147	6/30/2022	12073	Liberty Press LLC	311,487 SC22_BROCHURES	33,820.75
91148	6/30/2022	12074	Meltwater News US Inc.	Media Relations Platform	10,000.00
91149	6/30/2022	12075	State of Nevada	Return deposit advice #9031528	6,472.34
91150	6/30/2022	12076	PBC Guru LLC	Virtual author visits 07/22-06/23	8,500.00
91151	6/30/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	1,017.91
91152	6/30/2022	1710	Henri Specialties	Various	573.95
91153	6/30/2022	2494	Southwest Gas Corp.	Service 05/18/22-06/16/22 WV	212.61
91154	6/30/2022	2838	Verizon Wireless	Service 05/15/22-06/14/22	20,591.85
91155	6/30/2022	2854	FastSigns	Various	475.97
91158	6/30/2022	3149	Midwest Tape	Order PUR017500	7,057.22
91163	6/30/2022	3383	Home Depot Credit Services	May - June 2022 Various	3,311.41
91164	6/30/2022	4320	Kiesub Electronic Supply	PRO GAFF TAPE, 2 X55YD WHITE	1,743.28
91165	6/30/2022	5026	Nevada State Treasurer	Mandated Court Payment	6.00
91166	6/30/2022	7371	EnvisionWare, Inc.	RFID-Tags-PUR017743	4,437.00
91167	6/30/2022	7865	Kevin Menegus	15 - 45min marionette shows	4,638.75
91168	6/30/2022	8731	UNUM Life Insurance Co. of America	Premium July 2022	299.40
91170	6/30/2022	9895	National Benefit Services, LLC	NBS May 2022 Admin Fee	452.00
91171	6/30/2022	9937	AFLAC Premium Holding	Premium June 2022	2,475.74
91172	6/30/2022	9945	Texas Life Insurance Company	Premium June 2022	230.05
91175	7/7/2022	11119	Tamara Anderson	Lifelong reimbursement 2022	349.99
91176	7/7/2022	11812	With Socrates	Socrates Early Education Bundle	5,000.00
91177	7/7/2022	12040	Margie Minnalez	Phone Photography - June 2022	400.00
91178	7/7/2022	12052	Roxana Plascencia	Xochil Xitlalli- Artist Talk/Wksh 6/30/22	250.00
91179	7/7/2022	12073	Liberty Press LLC	SC22_5,000 BROCHURES	7,310.00
91180	7/7/2022	12083	WHALER'S Creation	Job fair donation - Aug 16, 2022	300.00
91181	7/7/2022	2053	Matthew Bender & Co., Inc.	Court rules 6/22 supplement	146.03
91182	7/7/2022	2097	Moapa Valley Telephone Co. Inc.	Service 06/26/22-07/25/22	334.39
91183	7/7/2022	2159	AT&T SBC	Service 06/25/22-07/24/22	296.42
91184	7/7/2022	2175	NV Energy	Service 05/25/22-06/24/22	6,495.13
91185	7/7/2022	2494	Southwest Gas Corp.	Service 05/24/22-06/22/22 SM	495.83
91186	7/7/2022	6817	Reliance Connects	Service July 2022	611.79
91188	7/14/2022	10229	Marion Siguenza	Facepainting Services at MQ Library	162.50
91189	7/14/2022	10253	Elizabeth Ann Foyt	ALA Travel Reimb. June 2022	1,271.68
91190	7/14/2022	10525	Matthew Hennager	Band Camp - SW July 2, 2022	700.00
91191	7/14/2022	10554	Kwikboost	Annual Maint for charging lockers, End: 6/30/23	2,985.00
91192	7/14/2022	10565	Erin E. Baltzar	Swing It! Girls WC 7.3.22	800.00
91193	7/14/2022	10900	Asian Journal Publications	SC22_Asian Journal Ad	1,425.00
91194	7/14/2022	10995	Mosyle Corporation	Mosyle Fuse add. licenses, 05/1/22-10/21/22	126.00
91195	7/14/2022	11076	Quadient, Inc.	Meter Rental 02/25/21-05/24/21	180.00
91196	7/14/2022	11906	Dirk Kleutgens	Live Performance July 10, 2022 - SW	1,200.00
91197	7/14/2022	11916	GB Auto Service, Inc.	Veh #37 - Lube, Oil Filter, Tire Rotation	384.11
91198	7/14/2022	12021	KA Productions	50% Deposit for WH Book Fest Author Talk	5,000.00
91199	7/14/2022	12069	River Mountain Drywall, Inc.	CH: Repairs to (3) interior roll-up gates	2,920.00
91200	7/14/2022	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Service 08/01/22-10/31/22 SW	8,450.51
91201	7/14/2022	1366	Clark County Water Reclamation District	Service 07/01/22-06/30/23 MV	49,253.57
91202	7/14/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	1,017.91
91203	7/14/2022	2494	Southwest Gas Corp.	Service 05/28/22-06/28/22 WM	300.86
91207	7/14/2022	2837	Republic Services 620	Recycling Service 07/01-07/31 EV	30,775.76
91208	7/14/2022	2861	Jay D. Whipple	MV Pest Control	40.00
91209	7/14/2022	5026	Nevada State Treasurer	Mandated Court Payment	6.00
91210	7/14/2022	6254	Board of Regents	Sewer Svcs 07/01/22-09/30/22 WC	1,580.67
91211	7/14/2022	6817	Reliance Connects	MQL & MQLC Alarm Monitoring	134.85
91213	7/14/2022	9696	Truly Superb Painting, LLC	RB & SU: Painting Repairs	1,515.00
91214	7/14/2022	9788	Matias Rodriguez	SC & WV: Glass Tint	572.40
91215	7/22/2022	10166	Growing Minds Media LLC	Service & Hosting Fees	7,500.00
91216	7/22/2022	10529	Furniture Lab	SV: Laminate Repairs to Work Desks	3,280.00
91217	7/22/2022	10881	Cosco Fire Protection, Inc.	EV: Fire Sprinkler Tests/Inspections	116.00
91218	7/22/2022	10930	Business Enterprises of Nevada	MQL: Cafe Management	2,040.00
91219	7/22/2022	10952	askART, Inc.	1 Yr AskArt Library Subscr 9/3/22-9/3/23	5,000.00
91220	7/22/2022	11003	Koo Koo Kanga Roo	Two Children's Music Concerts - 07/09/22	3,750.00
91221	7/22/2022	11113	BT Supplies West, Inc.	Stock Gloves	1,920.00
91222	7/22/2022	11589	Greenspun Media Group, LLC	SC22_Ad for Las Vegas Weekly	5,120.50
91223	7/22/2022	11989	Kevin Sherry	One 45min presentation - WH Book Fest	1,500.00
91225	7/22/2022	12017	Ants in the Pants Productions	WC show on July 1, 2022	300.00
91226	7/22/2022	12021	KA Productions	Balance - Author visit@ WH Book fest	5,000.00
91227	7/22/2022	12024	Pink Kitty Creative	June 2022 Freelance Graphic Design	2,860.00
91228	7/22/2022	12038	Robert G. Shea	One 45min performance WH Book Fest	3,700.00
91229	7/22/2022	12050	Mechanic Shop Femme, Inc.	Four - live virtual workshops July 2022	3,000.00
91230	7/22/2022	12051	StuntMasters Inc.	7 BMX shows - July 2022	3,060.00
91231	7/22/2022	2170	Nevada Legal News, LLC	Nevada Legal News July 2022	130.00
91232	7/22/2022	2175	NV Energy	Service May 22 & Jun 22	95,652.16
91233	7/22/2022	2494	Southwest Gas Corp.	Service 06/09/22-07/08/22 EV	212.05
91234	7/22/2022	2772	Xerox Corporation	Meter Usage 05/04/22-05/30/22	376.00
91235	7/22/2022	3034	State of Nevada Legislative Counsel Bureau	NAC Supplement 7/1/22-6/30/23	125.00
91236	7/22/2022	4111	Discovery Children's Museum	Family Adventure Passes	30,000.00
91237	7/22/2022	4117	Television Monitoring Services, Inc.	2022 Teacher Book Sale on Fox	50.00
91238	7/22/2022	5246	Kelly D. Benavidez	Board Comp - July 2022 Board Mtg	40.00



# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 6/25/2022 through 7/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
91239	7/22/2022	5716	Al Prendergast	Replenish Petty Cash	23.40
91240	7/22/2022	6700	SAGE Publications, Inc.	CQ Researcher Arch Update 9/1/22-8/31/22	7,849.00
91241	7/22/2022	7740	Gaudin Ford	Veh \$39 - Bought handle for said Vehicle	74.60
91242	7/22/2022	8154	American Southwest Electric	SU: Courtyard Lighting	900.00
91243	7/22/2022	8192	AT&T	Service July 2022	48.94
91244	7/22/2022	8736	Emcor Services Nevada	SC: Service Call - HVAC	813.00
91245	7/22/2022	9711	Jose L. Melendrez	Board Comp - July 2022 Board Mtg	40.00
91246	7/22/2022	9788	Matias Rodriguez	SC: Exec Conf Rm - Frost Glass	338.85
91247	7/25/2022	12094	Yvonne S. Tran	PR Replacement check 7/11/22	3,052.59
91248	7/28/2022	10534	Nevada Chamber Orchestra	An Afternoon at the Movies- JUL 2022	500.00
91249	7/28/2022	10900	Asian Journal Publications	July Summer Challenge Ad	475.00
91250	7/28/2022	11061	Jennifer Marion Grillo	Six 1 Hr Writing Classes at SW	300.00
91251	7/28/2022	11788	Carlotta Dickerson	Lifelock reimbursement	349.99
91252	7/28/2022	11916	GB Auto Service, Inc.	Veh #43 Lube, Oil Filter & Rotated Disc Brakes	313.36
91253	7/28/2022	11935	Work Institute, LLC	Monthly Maint. Fee June 2022	568.00
91254	7/28/2022	11965	Rose Kingsley	Rental Cancellation - 7/10/22 SM	240.00
91255	7/28/2022	12055	MarenMusic.com Inc.	CC July 2022 - Confessions of a Showgirl	1,000.00
91256	7/28/2022	12078	Andrew Zabela-Zabelin	Live Portrait Demo - MQ 7/22	300.00
91257	7/28/2022	12090	Janis Pitrone	Refund for returned item	33.00
91258	7/28/2022	12095	Donte Miller	Acting Workshops - June 2022	1,000.00
91259	7/28/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	1,017.91
91260	7/28/2022	2159	AT&T SBC	Service 07/11/22-08/10/22	318.60
91261	7/28/2022	2494	Southwest Gas Corp.	Service 06/14/22-07/13/22 CC	248.04
91262	7/28/2022	2838	Verizon Wireless	Service 06/15/22-07/14/22	18,594.08
91266	7/28/2022	3383	Home Depot Credit Services	June 2022 Op Supplies & Small Equip	3,099.39
91267	7/28/2022	6268	Steven Barclay	One 45min Tracy K Smith 7-16-22	15,000.00
91268	7/28/2022	6782	McFadden-Dale Industrial Hardware	FAC - (2) PalletJackWheels&(5)Truck Straps	140.10
91269	7/28/2022	7740	Gaudin Ford	#58: Brake Repairs	932.31
91270	7/28/2022	8148	North Las Vegas Library District	Annual Fines/Fee Payment - FY 22-23	8,489.25
91272	7/28/2022	8731	UNUM Life Insurance Co. of America	Premium August 2022	299.40
91273	7/28/2022	9895	National Benefit Services, LLC	Admin Fee June 2022	434.00
91274	7/28/2022	9937	AFLAC Premium Holding	Premium August 2022	2,475.74
91275	7/28/2022	9945	Texas Life Insurance Company	Premium July 2022	230.05
91276	7/28/2022	9966	The Sherwin-Williams Co.	RB - Painting Study Rms	147.58
91278	7/28/2022	10062	Western Arts Alliance	Annual membership	450.00
91279	7/28/2022	12084	Suffolk Cooperative Library System	Annual Membership - 04/13/22 to 04/12/23	250.00
91280	7/29/2022	1909	Las Vegas Metro Chamber of Commerce	Exec Women's Council Member Dues	283.33
Total 100 - General Fund					4,432,295.58

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

Grant Fund - 220  
From 6/25/2022 through 7/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15341	6/27/2022	10129	Fun Express LLC	large smile face erasers - OR	3,927.54
15391	6/27/2022	8122	Staples Advantage Dept LA	Folderheavydutyassort- EV	327.45
15406	7/5/2022	10011	ACT, Inc.	2022-2023 Site Licenses	3,000.00
15472	7/11/2022	5130	OverDrive Inc.	End of FY 21-22 invoices	20,784.57
15492	7/18/2022	10578	Aztec Software LLC.	Aztec's Foundation Series	2,490.00
15584	7/26/2022	2798	Brodart Co.	Comic Plus 6/2022-6/2023	20,700.00
91224	7/22/2022	12008	Premier Wireless Business Technology Solutions	CPR3 - Connecting People to Resources Solution	1,899.62
Total 220 - Grant Fund					53,129.18

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Gift Fund - 230  
From 6/25/2022 through 7/31/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15387	6/27/2022	7677	Uline, Inc.	Couriers: Weeding Boxes	2,347.61
15391	6/27/2022	8122	Staples Advantage Dept LA	Folderheavydutyassort- EV	241.02
15396	6/27/2022	8671	Eurie Creative, Inc.	Staff Day Award 2022	150.00
15415	7/5/2022	11919	Jazz's Office, LLC	Foundation accounting	180.00
15418	7/5/2022	12054	Amazon Capital Services, Inc.	Amazon 061522	1,117.18
91146	6/30/2022	12049	Nehmen Kodner	Graphic Design Services	412.50
Total 230 - Gift Fund					4,448.31

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

**Las Vegas - Clark County Library District  
Check/Voucher Register**

**Capital Projects Fund - 510  
From 6/25/2022 through 7/31/2022**

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15354	6/27/2022	11793	STEP CG, LLC	XIQ 5 year term w/ 120 licenses, End: 6/30/2027	25,848.80
15356	6/27/2022	12018	Classic Body & Paint, Inc.	Fleet Vehicles: Logo Replacement	1,694.00
15367	6/27/2022	2152	Nedco Supply	SV Lighting	439.47
15417	7/5/2022	12018	Classic Body & Paint, Inc.	Fleet Vehicles: Logo Replacement	524.00
15426	7/5/2022	2152	Nedco Supply	CH: LED Lighting - Lobby Area	742.38
15452	7/5/2022	9191	Canon Solutions America, Inc.	Scanner for FS	1,695.00
15454	7/5/2022	9489	Teledata Technologies	Surveillance System - WC	54,698.97
15480	7/11/2022	9489	Teledata Technologies	Laughlin Conference Room av installtion	34,800.00
15551	7/18/2022	9191	Canon Solutions America, Inc.	Color copier/scanner w cassette- MV	2,156.08
15562	7/26/2022	10802	Verdek LLC	CC,CH,SM,WM: (4) Electric Vehicle Chargers	17,948.00
15602	7/26/2022	9226	LGA	SV: Library Refresh	18,067.50
91135	6/30/2022	10806	NV Energy	Electric Vehicle Charging Station Incentive	140.00
91155	6/30/2022	2854	FastSigns	Various	67.17
91169	6/30/2022	8736	Emcor Services Nevada	SC: Chiller Valves & Software Replacements	1,494.00
91212	7/14/2022	8736	Emcor Services Nevada	SC: Chiller Valves & Software Replacements	6,276.00
91213	7/14/2022	9696	Truly Superb Painting, LLC	RB & SU: Painting Repairs	5,425.00
91271	7/28/2022	8154	American Southwest Electric	WV: Add'l Power & Data	6,494.00
91277	7/28/2022	8784	J&J Enterprises Services Inc.	CC, MC, SM, SW: Parking Lot Reseal	51,320.00
<b>Total 510 - Capital Projects Fund</b>					<b>229,830.37</b>
<b>Total - All Funds</b>					<b>4,719,703.44</b>

## ITEM VI.A.3.a.



### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director

**FROM:** Floresto Cabias, Chief Financial Officer

**DATE:** August 31, 2022

**SUBJECT:** Financial Services Report, September 2022

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

#### **Administration**

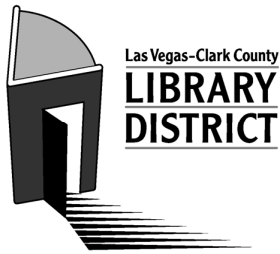
- Updated the District's cash flow analysis
- Submitted the Indebtedness Report, Capital Improvement Plan, and Debt Management Policy to the State Department of Taxation and the Clark County Debt Management Commission, per NRS requirements
- Submitted the Quarterly Economic Survey to the State Department of Taxation, per NRS requirements
- Submitted proof of publication of the General Fund to the State Department of Taxation, per NRS requirements
- Staff attended *Empowerment* payroll training
- 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 (\$3M for the month of August)
- Developed policies and procedures related to cash handling and internal controls
- Developed policies related to internal risk assessment
- Visited branches; performed branch inventories and observed cash handling procedures
- Performed cash flow analysis
- Performed all payroll related duties, including PERS report
- Performed all accounts payable duties

Financial Services Report  
Page 2

- 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
- 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

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To: Board of Trustees through Kelvin Watson, Executive Director

From: Floresto Cabias, Chief Financial Officer

Date: August 22, 2022

Subject: August 2022 Budget Status Report

Enclosed are the budget status reports for August 2022. Staff will provide a more comprehensive analysis of revenues and expenditures for FY 2022 at the next Finance and Audit Committee meeting.

### **Property Tax Revenues**

As compared to August 2021, the District collected 28% more in property taxes. Property taxes are assessed on a fiscal year basis beginning on July 1. Through June 30, 2022, the District collected \$565K more property tax revenues than budgeted.

### **Consolidated Sales Tax Revenues (CTX)**

According to governmental accounting standards, sales tax revenues collected in July and August are recorded as prior-year revenue. Therefore, approximately \$1.9 million of property tax revenue only (no consolidated sales tax) is reflected in the month of August. The State of Nevada distributes CTX collections two months after the month of collection.

The most recent CTX received by the District on July 29, 2022, represents CTX from the month of May 2022. The \$2.5M collected is 12% higher than the amount collected for the same period last fiscal year. Until February 2022, CTX revenues averaged 26% higher year-over-year monthly collections. The 12% increase in May 2022 suggests the rate of monthly increases are trending down, but is still averaging 12% increases from March 2022 to May 2022.

Based on current economic factors, staff expects CTX to total approximately \$29M for FY 2022, which is a 20% 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). As such, staff will continue to adjust revenue expectations as economic conditions evolve, including the changes in sentiment affecting consumer spending. See the charts below showing historical CTX



trends. The figure have not changed from the July 2022 Budget Status Report because the District will receive its next CTX distribution on August 31, 2022.

### **Expenditures**

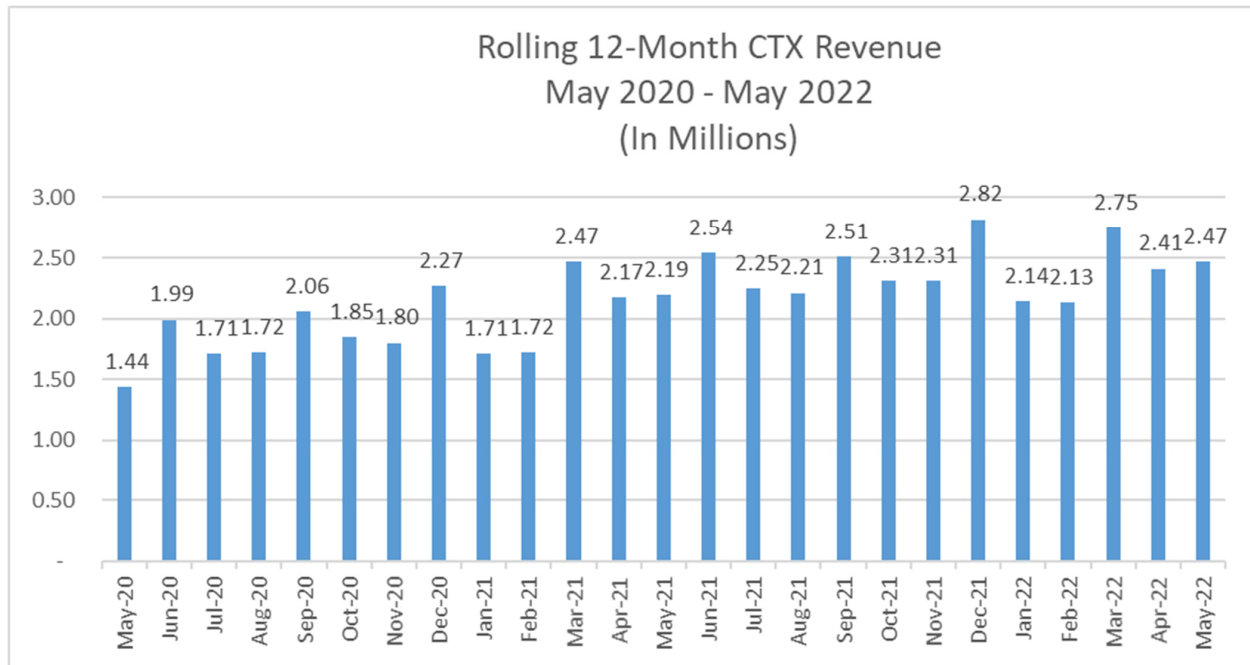
The General Fund has spent 11% of the allocated budget for FY 2023. August 2022 is the second month of FY 2023, so expenditures are showing minimal activity at this time. See the summary of expenditures by department in the reports below.

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

### **Ending Fund Balance**

For FY 2022, the unaudited General Fund ending fund balance is \$34.5M, after a transfer of \$19M to the Capital Projects Fund. This ending fund balance combined with the FY 2023 budget has the District on track to make transfers of \$34M from the General Fund to the Capital Projects Fund, while maintaining an ending fund balance that is 20% of budgeted expenditures.

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



Consolidated Sales Tax FY 2022 vs. FY 2021			
	FY21	FY22	% Change Over FY21
July	1,714,346.73	2,250,871.66	31.30%
August	1,717,590.95	2,214,553.97	28.93%
September	2,057,864.55	2,511,203.79	22.03%
October	1,852,957.96	2,309,983.57	24.66%
November	1,796,283.18	2,309,864.50	28.59%
December	2,271,961.21	2,823,734.48	24.29%
January	1,713,321.38	2,140,260.80	24.92%
February	1,715,949.40	2,133,460.55	24.33%
March	2,471,650.63	2,752,024.85	11.34%
April	2,165,140.53	2,413,904.93	11.49%
May	2,192,682.44	2,465,382.42	12.44%
June	2,542,392.79	-	
<b>TOTAL</b>	<b>24,212,141.75</b>	<b>26,325,245.52</b>	

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Administration - Executive - 110****From 08/01/2022 through 08/22/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	29,939.10	501,310.00	471,370.90
<b>Total Salaries</b>		<b>29,939.10</b>	<b>501,310.00</b>	<b>471,370.90</b>
<b>Benefits</b>				
55100	Employees Retirement	8,790.22	135,306.00	126,515.78
55200	Group Insurance	2,222.86	40,643.00	38,420.14
55400	Medicare Coverage Expense	432.00	6,689.00	6,257.00
<b>Total Benefits</b>		<b>11,445.08</b>	<b>182,638.00</b>	<b>171,192.92</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	3,500.00	3,500.00
61110	Operating Supplies	-	2,000.00	2,000.00
61120	Software & User Licenses	-	45,000.00	45,000.00
61210	Small Equipment	-	10,000.00	10,000.00
61900	Professional Services	286.50	75,000.00	74,713.50
61910	Legal Services	12,301.73	75,000.00	62,698.27
62300	Board Compensation	360.00	9,600.00	9,240.00
62600	Community Events	-	14,000.00	14,000.00
62700	Education & Training	(280.00)	5,000.00	5,280.00
62800	Travel & Transportation	7,785.89	25,000.00	17,214.11
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	1,608.00	26,000.00	24,392.00
65000	Miscellaneous Expenses	232.73	6,000.00	5,767.27
<b>Total Supplies &amp; Services</b>		<b>22,294.85</b>	<b>296,350.00</b>	<b>274,055.15</b>
<b>Total Administration - Executive-110</b>		<b>63,679.03</b>	<b>980,298.00</b>	<b>916,618.97</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Administration - Library Operations - 120****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	72,803.97	897,822.00	825,018.03
51200	Salaries - Part Time	6,999.38	87,677.00	80,677.62
51600	Longevity Pay	573.06	6,877.00	6,303.94
<b>Total Salaries</b>		<b>80,376.41</b>	<b>992,376.00</b>	<b>911,999.59</b>
<b>Benefits</b>				
55100	Employees Retirement	23,941.46	293,186.00	269,244.54
55200	Group Insurance	6,967.84	96,412.00	89,444.16
55400	Medicare Coverage Expense	1,147.00	14,389.00	13,242.00
<b>Total Benefits</b>		<b>32,056.30</b>	<b>403,987.00</b>	<b>371,930.70</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	19.96	-	(19.96)
61110	Operating Supplies	-	25,000.00	25,000.00
61120	Software & User Licenses	-	15,000.00	15,000.00
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	954.98	154,000.00	153,045.02
61410	Contracted Services	3,550.00	47,900.00	44,350.00
61500	Rental Expenses	-	2,500.00	2,500.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	555.87	30,000.00	29,444.13
63000	Dues & Subscriptions	-	1,500.00	1,500.00
<b>Total Supplies &amp; Services</b>		<b>5,080.81</b>	<b>285,900.00</b>	<b>280,819.19</b>
<b>Total Administration - Library Operations-120</b>		<b>117,513.52</b>	<b>1,682,263.00</b>	<b>1,564,749.48</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Financial Services - 200**  
**From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	49,750.48	619,816.00	570,065.52
51300	Overtime Pay	202.42	-	(202.42)
51600	Longevity Pay	158.33	1,900.00	1,741.67
<b>Total Salaries</b>		<b>50,111.23</b>	<b>621,716.00</b>	<b>571,604.77</b>
<b>Benefits</b>				
55100	Employees Retirement	14,847.88	184,395.00	169,547.12
55200	Group Insurance	4,728.60	62,771.00	58,042.40
55400	Medicare Coverage Expense	720.72	9,015.00	8,294.28
<b>Total Benefits</b>		<b>20,297.20</b>	<b>256,181.00</b>	<b>235,883.80</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	6,000.00	6,000.00
61130	Software Maintenance	-	50,000.00	50,000.00
61400	Equipment Repair & Maint.	128.95	76,030.00	75,901.05
61410	Contracted Services	12,487.72	225,000.00	212,512.28
61900	Professional Services	8,971.25	80,000.00	71,028.75
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	3,118.50	130,000.00	126,881.50
62500	Postage	353.70	70,000.00	69,646.30
62510	Advertising	823.75	16,700.00	15,876.25
62700	Education & Training	-	3,000.00	3,000.00
62800	Travel & Transportation	-	2,000.00	2,000.00
63000	Dues & Subscriptions	-	6,000.00	6,000.00
65000	Miscellaneous Expenses	7,790.48	10,000.00	2,209.52
65100	Bank Charges	12,919.43	50,000.00	37,080.57
67000	Rental Expenses to QALICBs	-	432,237.00	432,237.00
<b>Total Supplies &amp; Services</b>		<b>46,593.78</b>	<b>1,159,467.00</b>	<b>1,112,873.22</b>
<b>Total Financial Services-200</b>		<b>117,002.21</b>	<b>2,037,364.00</b>	<b>1,920,361.79</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Community Outreach - 215****From 08/01/2022 through 08/22/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	34,519.62	424,733.00	390,213.38
51200	Salaries - Part Time	-	22,995.00	22,995.00
51600	Longevity Pay	425.55	5,107.00	4,681.45
<b>Total Salaries</b>		<b>34,945.17</b>	<b>452,835.00</b>	<b>417,889.83</b>
<b>Benefits</b>				
55100	Employees Retirement	10,396.54	126,358.00	115,961.46
55200	Group Insurance	6,786.43	97,392.00	90,605.57
55400	Medicare Coverage Expense	583.57	7,992.00	7,408.43
<b>Total Benefits</b>		<b>17,766.54</b>	<b>231,742.00</b>	<b>213,975.46</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	41.17	17,000.00	16,958.83
61120	Software & User Licenses	-	1,500.00	1,500.00
62600	Community Events	-	1,000.00	1,000.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	868.33	5,000.00	4,131.67
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	-	500.00	500.00
<b>Total Supplies &amp; Services</b>		<b>909.50</b>	<b>37,000.00</b>	<b>36,090.50</b>
<b>Total Community Outreach-215</b>		<b>53,621.21</b>	<b>721,577.00</b>	<b>667,955.79</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Youth Services - 216****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	15,464.02	153,480.00	138,015.98
51600	Longevity Pay	161.62	1,939.00	1,777.38
<b>Total Salaries</b>		<b>15,625.64</b>	<b>155,419.00</b>	<b>139,793.36</b>
<b>Benefits</b>				
55100	Employees Retirement	4,648.95	45,660.00	41,011.05
55200	Group Insurance	1,256.89	14,791.00	13,534.11
55400	Medicare Coverage Expense	221.92	2,254.00	2,032.08
<b>Total Benefits</b>		<b>6,127.76</b>	<b>62,705.00</b>	<b>56,577.24</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	4,060.18	57,450.00	53,389.82
61120	Software & User Licenses	4,119.88	6,000.00	1,880.12
61210	Small Equipment	4,490.00	15,750.00	11,260.00
61410	Contracted Services	51,527.50	113,700.00	62,172.50
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	-	2,500.00	2,500.00
<b>Total Supplies &amp; Services</b>		<b>64,197.56</b>	<b>196,400.00</b>	<b>132,202.44</b>
<b>Total Youth Services-216</b>		<b>85,950.96</b>	<b>414,524.00</b>	<b>328,573.04</b>



**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Adult Services - 217****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	3,375.40	93,445.00	90,069.60
<b>Total Salaries</b>		<b>3,375.40</b>	<b>93,445.00</b>	<b>90,069.60</b>
<b>Benefits</b>				
55100	Employees Retirement	1,004.18	27,800.00	26,795.82
55200	Group Insurance	308.67	7,133.00	6,824.33
55400	Medicare Coverage Expense	46.91	1,355.00	1,308.09
<b>Total Benefits</b>		<b>1,359.76</b>	<b>36,288.00</b>	<b>34,928.24</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	40,000.00	40,000.00
61210	Small Equipment	-	15,000.00	15,000.00
61410	Contracted Services	30,000.00	100,000.00	70,000.00
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	-	2,500.00	2,500.00
<b>Total Supplies &amp; Services</b>		<b>30,000.00</b>	<b>158,500.00</b>	<b>128,500.00</b>
<b>Total Adult Services-217</b>		<b>34,735.16</b>	<b>288,233.00</b>	<b>253,497.84</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Development and Planning - 220****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	37,859.03	391,029.00	353,169.97
51600	Longevity Pay	220.73	2,649.00	2,428.27
<b>Total Salaries</b>		<b>38,079.76</b>	<b>393,678.00</b>	<b>355,598.24</b>
<b>Benefits</b>				
55100	Employees Retirement	11,328.36	116,331.00	105,002.64
55200	Group Insurance	5,422.07	63,747.00	58,324.93
55400	Medicare Coverage Expense	544.16	5,708.00	5,163.84
<b>Total Benefits</b>		<b>17,294.59</b>	<b>185,786.00</b>	<b>168,491.41</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	65.91	2,500.00	2,434.09
61410	Contracted Services	-	40,500.00	40,500.00
61900	Professional Services	1,072.50	50,000.00	48,927.50
61910	Legal Services	-	2,000.00	2,000.00
62500	Postage	-	1,500.00	1,500.00
62600	Community Events	-	5,000.00	5,000.00
62800	Travel & Transportation	-	30,000.00	30,000.00
63000	Dues & Subscriptions	3,131.33	1,000.00	(2,131.33)
<b>Total Supplies &amp; Services</b>		<b>4,269.74</b>	<b>132,500.00</b>	<b>128,230.26</b>
<b>Total Development and Planning-220</b>		<b>59,644.09</b>	<b>711,964.00</b>	<b>652,319.91</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**General Services/Facilities - 240**  
**From 08/01/2022 through 08/22/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	166,542.13	1,756,120.00	1,589,577.87
51200	Salaries - Part Time	6,341.35	76,660.00	70,318.65
51300	Overtime Pay	132.64	5,000.00	4,867.36
51400	Call Back Pay	1,583.20	6,543.00	4,959.80
51500	Standby Pay	5,922.96	76,464.00	70,541.04
51600	Longevity Pay	530.92	6,371.00	5,840.08
<b>Total Salaries</b>		<b>181,053.20</b>	<b>1,927,158.00</b>	<b>1,746,104.80</b>
<b>Benefits</b>				
55100	Employees Retirement	51,575.82	525,168.00	473,592.18
55200	Group Insurance	34,129.50	417,450.00	383,320.50
55300	Workers' Comp. Payments	5,325.33	-	(5,325.33)
55400	Medicare Coverage Expense	3,029.93	32,624.00	29,594.07
<b>Total Benefits</b>		<b>94,060.58</b>	<b>975,242.00</b>	<b>881,181.42</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	12,000.00	12,000.00
61110	Operating Supplies	37,845.41	300,000.00	262,154.59
61130	Software Maintenance	769.65	75,000.00	74,230.35
61210	Small Equipment	1,508.71	36,000.00	34,491.29
61400	Equipment Repair & Maint.	5,713.41	58,000.00	52,286.59
61410	Contracted Services	403,298.71	5,196,574.00	4,793,275.29
61420	Building Repair & Maint.	3,961.50	238,200.00	234,238.50
61500	Rental Expenses	2,468.26	14,000.00	11,531.74
61700	Utilities	268,389.88	1,935,910.00	1,667,520.12
61800	Insurance & Bonds	384,902.98	399,678.00	14,775.02
61900	Professional Services	-	10,000.00	10,000.00
61910	Legal Services	-	10,000.00	10,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	107.50	1,000.00	892.50
62900	Printing & Reproduction	-	500.00	500.00
63000	Dues & Subscriptions	23.97	1,000.00	976.03
65000	Miscellaneous Expenses	-	14,000.00	14,000.00
<b>Total Supplies &amp; Services</b>		<b>1,108,989.98</b>	<b>8,306,862.00</b>	<b>7,197,872.02</b>
<b>Total General Services/Facilities-240</b>		<b>1,384,103.76</b>	<b>11,209,262.00</b>	<b>9,825,158.24</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Human Resources - 250**

From 08/01/2022 through 08/22/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	79,643.75	948,415.00	868,771.25
<b>Total Salaries</b>		<b>79,643.75</b>	<b>948,415.00</b>	<b>868,771.25</b>
<b>Benefits</b>				
55100	Employees Retirement	23,686.27	282,153.00	258,466.73
55200	Group Insurance	12,047.87	168,820.00	156,772.13
55400	Medicare Coverage Expense	1,128.26	13,752.00	12,623.74
55500	Unemployment Insurance	-	-	-
<b>Total Benefits</b>		<b>36,862.40</b>	<b>464,725.00</b>	<b>427,862.60</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	15,015.00	15,015.00
61130	Software Maintenance	1,750.00	108,900.00	107,150.00
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	3,070.52	77,192.00	74,121.48
61900	Professional Services	11,115.49	470,000.00	458,884.51
61910	Legal Services	-	265,000.00	265,000.00
62510	Advertising	-	20,000.00	20,000.00
62600	Community Events	-	2,250.00	2,250.00
62610	Staff Day	-	30,000.00	30,000.00
62620	Recruitment	300.00	625.00	325.00
62700	Education & Training	5,317.31	240,785.00	235,467.69
62800	Travel & Transportation	8,193.64	80,600.00	72,406.36
63000	Dues & Subscriptions	1,164.96	1,100.00	(64.96)
65000	Miscellaneous Expenses	-	-	-
<b>Total Supplies &amp; Services</b>		<b>30,911.92</b>	<b>1,311,717.00</b>	<b>1,280,805.08</b>
<b>Total Human Resources-250</b>		<b>147,418.07</b>	<b>2,724,857.00</b>	<b>2,577,438.93</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****HR-Work Insurance - 251****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51700	Separation Pay	38,704.07	450,000.00	411,295.93
51800	Leave Buyout	-	500,000.00	500,000.00
<b>Total Salaries</b>		<b>38,704.07</b>	<b>950,000.00</b>	<b>911,295.93</b>
<b>Benefits</b>				
55200	Group Insurance	14,767.84	205,200.00	190,432.16
55300	Workers' Comp. Payments	-	271,544.00	271,544.00
55500	Unemployment Insurance	-	75,000.00	75,000.00
<b>Total Benefits</b>		<b>14,767.84</b>	<b>551,744.00</b>	<b>536,976.16</b>
<b>Supplies &amp; Services</b>				
<b>Total Supplies &amp; Services</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Total HR-Work Insurance-251</b>		<b>53,471.91</b>	<b>1,501,744.00</b>	<b>1,448,272.09</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Information Technology - 260**  
**From 08/01/2022 through 08/22/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	140,542.94	1,553,577.00	1,413,034.06
51300	Overtime Pay	1,258.35	25,000.00	23,741.65
51600	Longevity Pay	870.45	10,445.00	9,574.55
<b>Total Salaries</b>		<b>142,671.74</b>	<b>1,589,022.00</b>	<b>1,446,350.26</b>
<b>Benefits</b>				
55100	Employees Retirement	42,046.81	462,189.00	420,142.19
55200	Group Insurance	18,721.37	259,692.00	240,970.63
55400	Medicare Coverage Expense	2,019.08	22,678.00	20,658.92
<b>Total Benefits</b>		<b>62,787.26</b>	<b>744,559.00</b>	<b>681,771.74</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	1,099.53	25,000.00	23,900.47
61120	Software & User Licenses	7,316.30	20,000.00	12,683.70
61130	Software Maintenance	367,879.10	707,000.00	339,120.90
61210	Small Equipment	2,176.42	35,000.00	32,823.58
61400	Equipment Repair & Maint.	411,214.26	585,000.00	173,785.74
61410	Contracted Services	8,713.59	30,000.00	21,286.41
61600	Telephone	73,728.47	690,000.00	616,271.53
62700	Education & Training	-	25,000.00	25,000.00
62800	Travel & Transportation	-	10,000.00	10,000.00
65000	Miscellaneous Expenses	28.40	100.00	71.60
<b>Total Supplies &amp; Services</b>		<b>872,156.07</b>	<b>2,127,100.00</b>	<b>1,254,943.93</b>
<b>Total Information Technology-260</b>		<b>1,077,615.07</b>	<b>4,460,681.00</b>	<b>3,383,065.93</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Literacy - 270****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	15,715.65	157,052.00	141,336.35
51200	Salaries - Part Time	8,843.65	63,901.00	55,057.35
<b>Total Salaries</b>		<b>24,559.30</b>	<b>220,953.00</b>	<b>196,393.70</b>
<b>Benefits</b>				
55100	Employees Retirement	5,243.56	52,585.00	47,341.44
55200	Group Insurance	1,252.24	14,752.00	13,499.76
55400	Medicare Coverage Expense	778.47	5,944.00	5,165.53
<b>Total Benefits</b>		<b>7,274.27</b>	<b>73,281.00</b>	<b>66,006.73</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	2,000.00	2,000.00
61110	Operating Supplies	-	10,000.00	10,000.00
61410	Contracted Services	-	37,175.00	37,175.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	63.75	6,000.00	5,936.25
<b>Total Supplies &amp; Services</b>		<b>63.75</b>	<b>60,175.00</b>	<b>60,111.25</b>
<b>Total Literacy Department-270</b>		<b>31,897.32</b>	<b>354,409.00</b>	<b>322,511.68</b>



**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Branding and Marketing - 280**

From 08/01/2022 through 08/22/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	75,964.82	775,496.00	699,531.18
51300	Overtime Pay	43.45	-	(43.45)
51600	Longevity Pay	150.00	1,800.00	1,650.00
<b>Total Salaries</b>		<b>76,158.27</b>	<b>777,296.00</b>	<b>701,137.73</b>
<b>Benefits</b>				
55100	Employees Retirement	22,517.53	230,710.00	208,192.47
55200	Group Insurance	8,910.91	93,474.00	84,563.09
55400	Medicare Coverage Expense	1,091.48	11,271.00	10,179.52
<b>Total Benefits</b>		<b>32,519.92</b>	<b>335,455.00</b>	<b>302,935.08</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	26,800.00	26,800.00
61120	Software & User Licenses	128,559.54	270,884.00	142,324.46
61210	Small Equipment	-	7,000.00	7,000.00
61400	Equipment Repair & Maint.	-	15,576.00	15,576.00
61410	Contracted Services	4,730.00	309,700.00	304,970.00
61500	Rental Expenses	-	700.00	700.00
61910	Legal Services	-	10,000.00	10,000.00
62500	Postage	-	200,000.00	200,000.00
62510	Advertising	28,085.25	180,000.00	151,914.75
62600	Community Events	-	10,000.00	10,000.00
62800	Travel & Transportation	-	5,700.00	5,700.00
62900	Printing & Reproduction	5,143.62	218,000.00	212,856.38
65000	Miscellaneous Expenses	-	1,500.00	1,500.00
<b>Total Supplies &amp; Services</b>		<b>166,518.41</b>	<b>1,255,860.00</b>	<b>1,089,341.59</b>
<b>Total Branding and Marketing-280</b>		<b>275,196.60</b>	<b>2,368,611.00</b>	<b>2,093,414.40</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Access Services - 290**  
**From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	51,999.09	536,605.00	484,605.91
51200	Salaries - Part Time	10,758.99	104,212.00	93,453.01
51300	Overtime Pay	-	5,000.00	5,000.00
51600	Longevity Pay	750.88	9,048.00	8,297.12
<b>Total Salaries</b>		<b>63,508.96</b>	<b>654,865.00</b>	<b>591,356.04</b>
<b>Benefits</b>				
55100	Employees Retirement	17,852.36	181,498.00	163,645.64
55200	Group Insurance	6,672.24	97,805.00	91,132.76
55400	Medicare Coverage Expense	1,117.31	11,711.00	10,593.69
<b>Total Benefits</b>		<b>25,641.91</b>	<b>291,014.00</b>	<b>265,372.09</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	-	1,000.00	1,000.00
61110	Operating Supplies	1,425.00	35,000.00	33,575.00
61130	Software Maintenance	-	150,000.00	150,000.00
61205	Interlibrary Loan	-	1,500.00	1,500.00
61210	Small Equipment	-	7,500.00	7,500.00
62700	Education & Training	-	2,500.00	2,500.00
62800	Travel & Transportation	-	5,000.00	5,000.00
63000	Dues & Subscriptions	-	110.00	110.00
<b>Total Supplies &amp; Services</b>		<b>1,425.00</b>	<b>202,610.00</b>	<b>201,185.00</b>
<b>Total Access Services Department-290</b>		<b>90,575.87</b>	<b>1,148,489.00</b>	<b>1,057,913.13</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Collection and Bibliographic Services - 310****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	119,536.10	1,263,278.00	1,143,741.90
51200	Salaries - Part Time	2,314.96	47,528.00	45,213.04
51600	Longevity Pay	2,409.16	28,910.00	26,500.84
<b>Total Salaries</b>		<b>124,260.22</b>	<b>1,339,716.00</b>	<b>1,215,455.78</b>
<b>Benefits</b>				
55100	Employees Retirement	36,271.93	375,825.00	339,553.07
55200	Group Insurance	20,616.74	252,189.00	231,572.26
55400	Medicare Coverage Expense	1,878.54	20,905.00	19,026.46
<b>Total Benefits</b>		<b>58,767.21</b>	<b>648,919.00</b>	<b>590,151.79</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	-	1,000.00	1,000.00
61120	Software & User Licenses	-	34,000.00	34,000.00
61200	Book Materials & Supplies	5,646.20	120,409.00	114,762.80
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	108,434.90	144,250.00	35,815.10
62800	Travel & Transportation	-	5,000.00	5,000.00
81700	Library Books	1,611,629.44	11,353,000.00	9,741,370.56
<b>Total Supplies &amp; Services</b>		<b>1,725,710.54</b>	<b>11,662,659.00</b>	<b>9,936,948.46</b>
<b>Total Collection and Bibliographic Services-310</b>		<b>1,908,737.97</b>	<b>13,651,294.00</b>	<b>11,742,556.03</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Gallery Services - 320**  
**From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	11,546.60	119,175.00	107,628.40
<b>Total Salaries</b>		<b>11,546.60</b>	<b>119,175.00</b>	<b>107,628.40</b>
<b>Benefits</b>				
55100	Employees Retirement	3,435.15	35,454.00	32,018.85
55200	Group Insurance	2,203.54	26,214.00	24,010.46
55400	Medicare Coverage Expense	164.96	1,728.00	1,563.04
<b>Total Benefits</b>		<b>5,803.65</b>	<b>63,396.00</b>	<b>57,592.35</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	24.65	8,500.00	8,475.35
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	-	3,500.00	3,500.00
62900	Printing & Reproduction	-	1,500.00	1,500.00
<b>Total Supplies &amp; Services</b>		<b>24.65</b>	<b>15,500.00</b>	<b>15,475.35</b>
<b>Total Gallery Services-320</b>		<b>17,374.90</b>	<b>198,071.00</b>	<b>180,696.10</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Programming and Venues - 330****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	147,440.90	1,493,304.00	1,345,863.10
51200	Salaries - Part Time	25,597.68	317,743.00	292,145.32
51300	Overtime Pay	1,366.51	20,000.00	18,633.49
51600	Longevity Pay	1,435.39	15,562.00	14,126.61
<b>Total Salaries</b>		<b>175,840.48</b>	<b>1,846,609.00</b>	<b>1,670,768.52</b>
<b>Benefits</b>				
55100	Employees Retirement	47,428.74	474,315.00	426,886.26
55200	Group Insurance	21,806.64	258,337.00	236,530.36
55400	Medicare Coverage Expense	3,420.89	39,922.00	36,501.11
<b>Total Benefits</b>		<b>72,656.27</b>	<b>772,574.00</b>	<b>699,917.73</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	653.61	22,000.00	21,346.39
61120	Software & User Licenses	-	12,000.00	12,000.00
61210	Small Equipment	3,884.95	64,000.00	60,115.05
61400	Equipment Repair & Maint.	-	8,000.00	8,000.00
61410	Contracted Services	13,487.00	409,100.00	395,613.00
61500	Rental Expenses	1,630.00	18,000.00	16,370.00
62700	Education & Training	2,530.00	7,000.00	4,470.00
62800	Travel & Transportation	940.55	16,000.00	15,059.45
63000	Dues & Subscriptions	450.00	2,000.00	1,550.00
<b>Total Supplies &amp; Services</b>		<b>23,576.11</b>	<b>558,100.00</b>	<b>534,523.89</b>
<b>Total Programming and Venues Department-330</b>		<b>272,072.86</b>	<b>3,177,283.00</b>	<b>2,905,210.14</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100**  
**Community Engagement - 340**  
**From 08/01/2022 through 08/22/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	22,134.23	234,679.00	212,544.77
51600	Longevity Pay	-	1,769.00	1,769.00
<b>Total Salaries</b>		<b>22,134.23</b>	<b>236,448.00</b>	<b>214,313.77</b>
<b>Benefits</b>				
55100	Employees Retirement	6,584.50	69,817.00	63,232.50
55200	Group Insurance	2,233.18	26,459.00	24,225.82
55400	Medicare Coverage Expense	318.90	3,429.00	3,110.10
<b>Total Benefits</b>		<b>9,136.58</b>	<b>99,705.00</b>	<b>90,568.42</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	359.98	10,000.00	9,640.02
61120	Software & User Licenses	79.99	23,000.00	22,920.01
61210	Small Equipment	2,045.49	35,000.00	32,954.51
61410	Contracted Services	390.00	100,000.00	99,610.00
62600	Community Events	-	5,000.00	5,000.00
62700	Education & Training	-	4,000.00	4,000.00
62800	Travel & Transportation	550.07	10,000.00	9,449.93
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	-	2,000.00	2,000.00
<b>Total Supplies &amp; Services</b>		<b>3,425.53</b>	<b>192,000.00</b>	<b>188,574.47</b>
<b>Total Community Engagement-340</b>		<b>34,696.34</b>	<b>528,153.00</b>	<b>493,456.66</b>

**Las Vegas-Clark County Library District  
Department Expenditures**

**General Fund - 100****Library Operations - 400****From 08/01/2022 through 08/22/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	1,228,470.49	14,298,215.00	13,069,744.51
51200	Salaries - Part Time	413,931.16	5,277,660.00	4,863,728.84
51300	Overtime Pay	181.59	-	(181.59)
51600	Longevity Pay	14,677.19	184,708.00	170,030.81
<b>Total Salaries</b>		<b>1,657,260.43</b>	<b>19,760,583.00</b>	<b>18,103,322.57</b>
<b>Benefits</b>				
55100	Employees Retirement	380,932.23	4,311,797.00	3,930,864.77
55200	Group Insurance	200,037.43	2,767,639.00	2,567,601.57
55400	Medicare Coverage Expense	47,243.12	602,814.00	555,570.88
<b>Total Benefits</b>		<b>628,212.78</b>	<b>7,682,250.00</b>	<b>7,054,037.22</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	9,187.72	512,680.00	503,492.28
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	1,617.02	19,404.00	17,786.98
62800	Travel & Transportation	783.28	53,450.00	52,666.72
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
<b>Total Supplies &amp; Services</b>		<b>11,588.02</b>	<b>593,534.00</b>	<b>581,945.98</b>
<b>Total Library Operations-400</b>		<b>2,297,061.23</b>	<b>28,036,367.00</b>	<b>25,739,305.77</b>



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

**General Fund - 100****From 08/01/2022 Through 08/22/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Tax Revenue	1,883,184.41	59,198,000.00	57,314,815.59	96.82%
Intergovernmental Revenue	-	30,000,000.00	30,000,000.00	100.00%
Charges for Services	5,893.01	500,000.00	494,106.99	98.82%
Fines & Forfeits	87,260.59	500,000.00	412,739.41	82.55%
Miscellaneous	774,514.15	860,000.00	85,485.85	9.94%
<b>Total Revenues</b>	<b>2,750,852.16</b>	<b>91,058,000.00</b>	<b>88,307,147.84</b>	<b>96.98%</b>
<b>Expenditures</b>				
Salaries	2,849,793.96	33,581,019.00	30,731,225.04	91.51%
Benefits	1,154,837.90	14,062,191.00	12,907,353.10	91.79%
Supplies & Services	2,506,106.78	17,199,234.00	14,693,127.22	85.43%
Capital Outlay	1,611,629.44	11,353,000.00	9,741,370.56	85.80%
<b>Total Expenditures</b>	<b>8,122,368.08</b>	<b>76,195,444.00</b>	<b>68,073,075.92</b>	<b>89.34%</b>
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>(5,371,515.92)</b>	<b>14,862,556.00</b>	<b>20,234,071.92</b>	<b>7.64%</b>

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

**General Fund - 100****From 08/01/2022 Through 08/22/2022**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	63,679.03	980,298.00	916,618.97	93.50%
120	Administration - Library Operations	117,513.52	1,682,263.00	1,564,749.48	93.01%
200	Financial Services	117,002.21	2,037,364.00	1,920,361.79	94.26%
215	Community Outreach	53,621.21	721,577.00	667,955.79	92.57%
216	Youth Services	85,950.96	414,524.00	328,573.04	79.27%
217	Adult Services	34,735.16	288,233.00	253,497.84	87.95%
220	Development and Planning	59,644.09	711,964.00	652,319.91	91.62%
240	General Services/Facilities	1,384,103.76	11,209,262.00	9,825,158.24	87.65%
250	Human Resources	147,418.07	2,724,857.00	2,577,438.93	94.59%
251	HR-Work Insurance	53,471.91	1,501,744.00	1,448,272.09	96.44%
260	Information Technology	1,077,615.07	4,460,681.00	3,383,065.93	75.84%
270	Literacy	31,897.32	354,409.00	322,511.68	91.00%
280	Branding and Marketing	275,196.60	2,368,611.00	2,093,414.40	88.38%
290	Access Services	90,575.87	1,148,489.00	1,057,913.13	92.11%
310	Collection and Bibliographic Services	1,908,737.97	13,651,294.00	11,742,556.03	86.02%
320	Gallery Services	17,374.90	198,071.00	180,696.10	91.23%
330	Programming and Venues	272,072.86	3,177,283.00	2,905,210.14	91.44%
340	Community Engagement	34,696.34	528,153.00	493,456.66	93.43%
400	Library Operations	2,297,061.23	28,036,367.00	25,739,305.77	91.81%
Total		8,122,368.08	76,195,444.00	68,073,075.92	89.34%

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

**General Fund - 100**  
**Library Operations - Dept 400**  
**From 08/01/2022 Through 08/22/2022**

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	6,793.22	126,566.00	119,772.78	94.63%
110	Bunkerville	6,215.85	117,771.00	111,555.15	94.72%
120	Clark County Library	244,015.95	2,894,468.00	2,650,452.05	91.57%
130	Enterprise Library	112,656.29	1,478,025.00	1,365,368.71	92.38%
140	Goodsprings	8,327.74	110,543.00	102,215.26	92.47%
160	Indian Springs	10,807.03	140,406.00	129,598.97	92.30%
180	Laughlin	60,440.50	719,156.00	658,715.50	91.60%
190	Mesquite	89,240.80	1,114,029.00	1,024,788.20	91.99%
200	Moapa Town	5,660.36	115,375.00	109,714.64	95.09%
210	Moapa Valley	30,621.09	341,565.00	310,943.91	91.04%
220	Mount Charleston	5,920.64	115,869.00	109,948.36	94.89%
230	Rainbow Library	154,063.76	1,937,089.00	1,783,025.24	92.05%
240	Sahara West Library	221,032.43	2,640,170.00	2,419,137.57	91.63%
250	Sandy Valley	9,040.17	143,724.00	134,683.83	93.71%
260	Searchlight	5,165.82	112,958.00	107,792.18	95.43%
270	Spring Valley Library	141,677.13	1,775,215.00	1,633,537.87	92.02%
280	Summerlin Library	128,385.82	1,442,136.00	1,313,750.18	91.10%
290	Sunrise Library	130,005.47	1,572,937.00	1,442,931.53	91.73%
300	West Charleston Library	155,585.99	1,745,209.00	1,589,623.01	91.08%
310	West Las Vegas Library	117,052.47	1,745,390.00	1,628,337.53	93.29%
320	Whitney Library	145,262.05	1,616,672.00	1,471,409.95	91.01%
360	Meadows Library	9,494.43	118,975.00	109,480.57	92.02%
370	Centennial Hills	150,032.85	1,918,481.00	1,768,448.15	92.18%
380	Windmill Library	167,890.77	1,882,684.00	1,714,793.23	91.08%
390	East Las Vegas Library	177,297.04	2,061,025.00	1,883,727.96	91.40%
605	City Misdemeanant	4,375.56	49,929.00	45,553.44	91.24%
Total		2,297,061.23	28,036,367.00	25,739,305.77	91.81%

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

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

**General Fund - 100**  
**From 08/01/2022 Through 08/22/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	2,303,248.32	26,217,551.00	23,914,302.68	91.21%
51200 Salaries - Part Time	474,787.17	5,998,376.00	5,523,588.83	92.08%
51300 Overtime Pay	3,184.96	55,000.00	51,815.04	94.21%
51400 Call Back Pay	1,583.20	6,543.00	4,959.80	75.80%
51500 Standby Pay	5,922.96	76,464.00	70,541.04	92.25%
51600 Longevity Pay	22,363.28	277,085.00	254,721.72	91.93%
51700 Separation Pay	38,704.07	450,000.00	411,295.93	91.40%
51800 Leave Buyout	-	500,000.00	500,000.00	100.00%
55100 Employees Retirement	712,532.49	7,930,547.00	7,218,014.51	91.02%
55200 Group Insurance	371,092.86	4,970,920.00	4,599,827.14	92.53%
55300 Workers' Comp. Payments	5,325.33	271,544.00	266,218.67	98.04%
55400 Medicare Coverage Expense	65,887.22	814,180.00	748,292.78	91.91%
55500 Unemployment Insurance	-	75,000.00	75,000.00	100.00%
61100 Office Supplies	9,207.68	531,180.00	521,972.32	98.27%
61110 Operating Supplies	45,575.44	603,265.00	557,689.56	92.45%
61120 Software & User Licenses	140,075.71	429,384.00	289,308.29	67.38%
61130 Software Maintenance	370,398.75	1,095,900.00	725,501.25	66.20%
61200 Book Materials & Supplies	5,646.20	120,409.00	114,762.80	95.31%
61205 Interlibrary Loan	-	4,500.00	4,500.00	100.00%
61210 Small Equipment	15,060.55	384,250.00	369,189.45	96.08%
61400 Equipment Repair & Maint.	417,056.62	742,856.00	325,799.38	43.86%
61410 Contracted Services	531,255.04	6,686,841.00	6,155,585.96	92.06%
61420 Building Repair & Maint.	3,961.50	238,200.00	234,238.50	98.34%
61500 Rental Expenses	5,715.28	54,604.00	48,888.72	89.53%
61600 Telephone	73,728.47	690,000.00	616,271.53	89.31%
61700 Utilities	268,389.88	1,935,910.00	1,667,520.12	86.14%
61800 Insurance & Bonds	384,902.98	399,678.00	14,775.02	3.70%
61900 Professional Services	129,880.64	829,250.00	699,369.36	84.34%
61910 Legal Services	12,301.73	364,500.00	352,198.27	96.63%
62200 Collection Agencies	3,118.50	130,000.00	126,881.50	97.60%
62300 Board Compensation	360.00	9,600.00	9,240.00	96.25%
62500 Postage	353.70	271,500.00	271,146.30	99.87%
62510 Advertising	28,909.00	216,700.00	187,791.00	86.66%
62600 Community Events	-	37,250.00	37,250.00	100.00%
62620 Recruitment	300.00	625.00	325.00	52.00%
62700 Education & Training	7,567.31	306,285.00	298,717.69	97.53%
62800 Travel & Transportation	19,848.88	293,250.00	273,401.12	93.23%
62900 Printing & Reproduction	5,143.62	233,250.00	228,106.38	97.79%
63000 Dues & Subscriptions	6,378.26	41,210.00	34,831.74	84.52%
65000 Miscellaneous Expenses	8,051.61	36,600.00	28,548.39	78.00%
65100 Bank Charges	12,919.43	50,000.00	37,080.57	74.16%
67000 Rental Expenses to QALICBs	-	432,237.00	432,237.00	100.00%
81700 Library Books	1,611,629.44	11,353,000.00	9,741,370.56	85.80%
<b>Total</b>	<b>8,122,368.08</b>	<b>76,195,444.00</b>	<b>68,073,075.92</b>	<b>89.34%</b>

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

**Grant Fund - 220**

From 08/01/2022 Through 08/22/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Intergovernmental Revenue	10,000.00	6,000,000.00	5,990,000.00	99.83%
Miscellaneous	20,000.00	-	(20,000.00)	
<b>Total Revenues</b>	<b>30,000.00</b>	<b>6,000,000.00</b>	<b>5,970,000.00</b>	<b>99.50%</b>
<b>Expenditures</b>				
Salaries	51,563.71	693,139.10	641,575.39	92.56%
Benefits	17,467.44	210,000.00	192,532.56	91.68%
Supplies & Services	20,135.87	2,046,860.90	2,026,725.03	99.02%
Capital Outlay	185,621.89	3,050,000.00	2,864,378.11	93.91%
<b>Total Expenditures</b>	<b>274,788.91</b>	<b>6,000,000.00</b>	<b>5,725,211.09</b>	<b>95.42%</b>
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>(244,788.91)</b>	<b>-</b>	<b>244,788.91</b>	<b>4.08%</b>

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

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

**Grant Fund - 220**

**From 08/01/2022 Through 08/22/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	33,443.41	412,123.10	378,679.69	91.89%
51200 Salaries - Part Time	17,992.45	281,016.00	263,023.55	93.60%
51300 Overtime Pay	6.81	-	(6.81)	
51600 Longevity Pay	121.04	-	(121.04)	
55100 Employees Retirement	9,985.87	146,367.54	136,381.67	93.18%
55200 Group Insurance	5,623.41	54,032.91	48,409.50	89.59%
55400 Medicare Coverage Expense	1,858.16	9,599.55	7,741.39	80.64%
61100 Office Supplies	-	4,511.83	4,511.83	100.00%
61110 Operating Supplies	-	120,000.00	120,000.00	100.00%
61120 Software & User Licenses	-	159,582.00	159,582.00	100.00%
61210 Small Equipment	19,999.62	600,000.00	580,000.38	96.67%
61410 Contracted Services	-	760,000.00	760,000.00	100.00%
61900 Professional Services	-	200,000.00	200,000.00	100.00%
62800 Travel & Transportation	136.25	51,000.00	50,863.75	99.73%
63000 Dues & Subscriptions	-	75,000.00	75,000.00	100.00%
65000 Miscellaneous Expenses	-	76,767.07	76,767.07	100.00%
81600 Capital Equipment - Major	-	2,600,000.00	2,600,000.00	100.00%
81700 Library Books	185,621.89	450,000.00	264,378.11	58.75%
<b>Total</b>	<b>274,788.91</b>	<b>6,000,000.00</b>	<b>5,725,211.09</b>	<b>95.42%</b>

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

**Gift Fund - 230****From 08/01/2022 Through 08/22/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	35,877.06	2,000,000.00	1,964,122.94	98.21%
<b>Total Revenues</b>	35,877.06	2,000,000.00	1,964,122.94	98.21%
<b>Expenditures</b>				
Salaries	-	100,000.00	100,000.00	100.00%
Supplies & Services	3,953.98	900,000.00	896,046.02	99.56%
Capital Outlay	-	1,000,000.00	1,000,000.00	100.00%
<b>Total Expenditures</b>	3,953.98	2,000,000.00	1,996,046.02	99.80%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	31,923.08	-	(31,923.08)	-1.60%



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

**Gift Fund - 230**

**From 08/01/2022 Through 08/22/2022**

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100	Salaries - Full Time	-	100,000.00	100,000.00	100.00%
61100	Office Supplies	-	20,000.00	20,000.00	100.00%
61110	Operating Supplies	368.87	20,000.00	19,631.13	98.16%
61210	Small Equipment	-	20,000.00	20,000.00	100.00%
61410	Contracted Services	1,725.00	290,000.00	288,275.00	99.41%
61500	Rental Expenses	-	315,000.00	315,000.00	100.00%
61900	Professional Services	-	200,000.00	200,000.00	100.00%
62600	Community Events	-	10,000.00	10,000.00	100.00%
62900	Printing & Reproduction	-	10,000.00	10,000.00	100.00%
65000	Miscellaneous Expenses	1,860.11	15,000.00	13,139.89	87.60%
81600	Capital Equipment - Major	-	1,000,000.00	1,000,000.00	100.00%
<b>Total</b>		<b>3,953.98</b>	<b>2,000,000.00</b>	<b>1,996,046.02</b>	<b>99.80%</b>

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

**Capital Projects Fund - 510  
From 08/01/2022 Through 08/22/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	50,653.83	150,000.00	99,346.17	66.23%
<b>Total Revenues</b>	50,653.83	150,000.00	99,346.17	66.23%
<b>Expenditures</b>				
Supplies & Services	132,320.88	6,481,674.00	6,349,353.12	97.96%
Capital Outlay	2,420.00	5,210,547.00	5,208,127.00	99.95%
<b>Total Expenditures</b>	134,740.88	11,692,221.00	11,557,480.12	98.85%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	(84,087.05)	(11,542,221.00)	(11,458,133.95)	-32.62%

Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

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

**Capital Projects Fund - 510**  
**From 08/01/2022 Through 08/22/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61110 Operating Supplies	564.00	800,000.00	799,436.00	99.93%
61120 Software & User Licenses	22,375.71	300,000.00	277,624.29	92.54%
61130 Software Maintenance	-	240,000.00	240,000.00	100.00%
61210 Small Equipment	12,304.60	1,200,000.00	1,187,695.40	98.97%
61400 Equipment Repair & Maint.	-	700,000.00	700,000.00	100.00%
61410 Contracted Services	4,000.00	200,000.00	196,000.00	98.00%
61420 Building Repair & Maint.	13,186.85	1,100,000.00	1,086,813.15	98.80%
61800 Insurance & Bonds	3,729.00	181,674.00	177,945.00	97.95%
61900 Professional Services	67,156.17	1,560,000.00	1,492,843.83	95.70%
65000 Miscellaneous Expenses	9,004.55	200,000.00	190,995.45	95.50%
81500 Capital Improvements	-	1,210,547.00	1,210,547.00	100.00%
81600 Capital Equipment - Major	2,420.00	4,000,000.00	3,997,580.00	99.94%
<b>Total</b>	<b>134,740.88</b>	<b>11,692,221.00</b>	<b>11,557,480.12</b>	<b>98.85%</b>

Las Vegas-Clark County Library District

**Project 2050 - Furniture Replacement**  
**From 08/01/2022 through 08/22/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	-	75,000.00	75,000.00	100%
<b>Total Expenditures</b>		<b>-</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>100%</b>

Las Vegas-Clark County Library District

**Project 2200 - Financial Services Projects**  
**From 08/01/2022 through 08/22/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	6,313.00	185,000.00	178,687.00	97%
65100	Bank Charges	9,004.55	40,000.00	30,995.45	77%
81600	Capital Equipment - Major	-	80,000.00	80,000.00	100%
<b>Total Expenditures</b>		<b>15,317.55</b>	<b>305,000.00</b>	<b>289,682.45</b>	<b>95%</b>

## Las Vegas-Clark County Library District

**Project 4010 - Tech Replacements & Upgrades**  
**From 08/01/2022 through 08/22/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	-	162,000.00	162,000.00	100%
61120	Software & User Licenses	22,375.05	300,000.00	277,624.95	93%
61130	Software Maintenance	-	300,000.00	300,000.00	100%
61210	Small Equipment	-	900,000.00	900,000.00	100%
61400	Equipment Repair & Maint.	-	600,000.00	600,000.00	100%
61410	Contracted Services	4,000.00	500,000.00	496,000.00	99%
81600	Capital Equipment - Major	-	340,000.00	340,000.00	100%
<b>Total Expenditures</b>		<b>26,375.05</b>	<b>3,102,000.00</b>	<b>3,075,624.95</b>	<b>99%</b>

## Las Vegas-Clark County Library District

**Project 5010 - Bldg Repair & Maintenance**  
**From 08/01/2022 through 08/22/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	564.00	100,000.00	99,436.00	99.4%
61120	Software & User Licenses	0.66	34,674.00	34,673.34	100%
61130	Software Maintenance	-	100,000.00	100,000.00	100%
61210	Small Equipment	9,720.60	300,000.00	290,279.40	97%
61400	Equipment Repair & Maint.	-	200,000.00	200,000.00	100%
61420	Building Repair & Maint.	13,186.85	900,000.00	886,813.15	99%
61900	Professional Services	-	900,000.00	900,000.00	100%
81500	Capital Improvements	-	640,547.00	640,547.00	100%
81600	Capital Equipment - Major	2,420.00	-	(2,420.00)	0%
<b>Total Expenditures</b>		<b>25,892.11</b>	<b>3,175,221.00</b>	<b>3,149,328.89</b>	<b>99%</b>



Las Vegas-Clark County Library District

**Project 5015 - Construction Projects**  
**From 08/01/2022 through 08/22/2022**

**510**  
**Capital Projects Fund**

	<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Revenues</b>				
45200 Interest Earnings	(50,653.83)	150,000.00	200,653.83	134%
<b>Total Revenues</b>	<b>(50,653.83)</b>	<b>150,000.00</b>	<b>200,653.83</b>	<b>134%</b>
<b>Expenditures</b>				
81500 Capital Improvements	67,156.17	4,000,000.00	3,932,843.83	98%
<b>Total Expenditures</b>	<b>67,156.17</b>	<b>4,000,000.00</b>	<b>3,932,843.83</b>	<b>98%</b>

Las Vegas-Clark County Library District

**Project 5020 - PVS Projects**  
**From 08/01/2022 through 08/22/2022**

**510**  
**Capital Projects Fund**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	-	385,000.00	385,000.00	100%
81500	Capital Improvements	-	100,000.00	100,000.00	100%
81600	Capital Equipment - Major	-	400,000.00	400,000.00	100%
<b>Total Expenditures</b>		<b>-</b>	<b>885,000.00</b>	<b>885,000.00</b>	<b>100%</b>

Las Vegas-Clark County Library District

**Project 9010 - Vehicle Purchase and Replacement**  
**From 08/01/2022 through 08/22/2022**

**510**  
**Capital Projects Fund**

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

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

**Debt Service Fund - 610  
From 08/01/2022 Through 08/22/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	10.30	10,000.00	9,989.70	99.90%
<b>Total Revenues</b>	10.30	10,000.00	9,989.70	99.90%
<b>Expenditures</b>				
Supplies & Services	-	10,000.00	10,000.00	100.00%
<b>Total Expenditures</b>	-	10,000.00	10,000.00	100.00%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	10.30	-	(10.30)	-0.10%

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

**Debt Service Fund - 610**  
**From 08/01/2022 Through 08/22/2022**

		<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Variance</b>	<b>Percent Budget Remaining</b>
65100	Bank Charges	-	10,000.00	10,000.00	100.00%
	<b>Total</b>	<b>-</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>100.00%</b>



## MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director  
**FROM:** Floresto Cabias, Chief Financial Officer  
**DATE:** August 22, 2022  
**SUBJECT:** Annual Summary of Review of Operational Controls

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### **Executive Summary**

Every fiscal year Financial Services performs reconciliations, inventories, and observations to prepare for the annual financial statement audit and to ensure internal controls over financial reporting are operating as management intends.

### **Conclusion**

Based on testing and observations performed by Financial Services, current internal controls over daily revenue reporting, fixed assets, and equipment inventorying appear to be functioning as management intends and appropriately designed and implemented to provide sufficient assurance that the controls will prevent mismanagement of District resources and/or detect and address errors timely.

### **Background**

Financial Services performs comprehensive audits of each Branch's Daily Cash Reports (DCR) and all supporting documentation. All documentation supports cash and credit card transactions processed by each Branch on each day of the month. Testing is performed to ensure all balances reconcile to supporting documentation, all reports are reviewed and approved by the required number of authorized personnel, and any waived fines are appropriately reviewed and approved by the required level of authorized managers. Deposit amounts are then reconciled to weekly operating account activity to ensure reported amounts match to amount received by couriers and the bank.

During the fixed asset inventory, Financial Services also observed opening cash handling procedures and preparation of DCR documentation at a sample of Branches. Inquiries and examinations were performed at all Urban Branches and four Outlying Branches for cash handling controls and DCR daily procedures (***see Review of Internal Controls Over Cash Handling, provided in the August 2022 reports, for full details***).

Additional testing was performed around Library Operations procedures for inventorying and tracking items purchased via the Small Equipment Account (61210). Financial Services aggregated transactions posted to the general ledger from the last five fiscal years, organized the data by branch, and provided it to Library Operations to help determine a new threshold for inventorying and tracking valuable items from the collection located at each branch.

### **Testing Performed**

#### **Blue Diamond (BD – 100)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

#### **Bunkerville (BU – 110)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

#### **Clark County (CC – 120)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

#### **Enterprise (EN – 130)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed of Library Operations inventory and supplemental Small Equipment analysis without exception.
- Observation of opening procedures and morning cash count performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

#### **Good Springs (GS – 140)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

**Indian Springs (IS – 160)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

**Laughlin (LA – 180)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

**Meadows (ME – 360)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

**Mesquite (MQ – 190)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Moapa Town (MT – 200)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Moapa Valley (MV – 210)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Mount Charleston (MC – 220)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

**Rainbow (RB – 230)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.



- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Sahara West (SW – 240)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Sandy Valley (SA – 250)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

**Searchlight (SE – 260)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

**Spring Valley (SV – 270)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Summerlin (SM – 280)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Sunrise (SU – 290)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**West Charleston (WC – 300)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.

- Fixed asset inventory and reconciliation performed without exception.
- Observation of opening procedures and morning cash count performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**West Las Vegas (WV – 310)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Whitney (WH – 320)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Centennial Hills (CH – 370)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Observation of opening procedures and morning cash count performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**Windmill (WM – 380)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Walkthrough performed of Library Operations inventory and supplemental Small Equipment analysis without exception.
- Observation of opening procedures and morning cash count performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

**East Las Vegas (EV – 390)**

- All Daily Cash Reports audited for compliance with cash handling procedures and reconciled to monthly bank statements without exception.
- Fixed asset inventory and reconciliation performed without exception.
- Observation of opening procedures and morning cash count performed without exception.
- Walkthrough performed with branch management to complete the Cash Control Checklist without exception.

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 8/01/2022 through 8/22/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15610	8/1/2022	1017	AAA Air Filter Company, Inc.	CH & WH: Air Filter Changes	4,103.70
15612	8/1/2022	10500	Team Schutmaat, Inc.	Balance - Interactive Play Table	900.00
15613	8/1/2022	10604	Johnson Controls Security Solutions LLC	Alarm Monitoring	5,198.01
15614	8/1/2022	10641	Quench USA, Inc.	Filtered Drinking Water	936.41
15615	8/1/2022	10654	Educational Testing Service (ETS)	Test Fee June 2022	268.75
15616	8/1/2022	10686	NLS Grounds Management, LLC	Various: Extra Landscaping Services	21,004.30
15617	8/1/2022	10834	Brittany Mangelson	Transcribing July 2022 Board Mtg	124.00
15618	8/1/2022	11137	Vital Records Control	Monthly Fee June 2022	696.24
15619	8/1/2022	1157	AZP	SU - Staff Lounge Fridge 18 CF	798.75
15620	8/1/2022	11922	Sability, LP	Consulting - June 2022	1,295.00
15621	8/1/2022	1201	Best Janitorial Services of Nevada	Extra Janitorial Services: May & June 2022	376.00
15622	8/1/2022	1457	Demco, Inc.	SUMMER READING BOOKMK - CH	322.73
15623	8/1/2022	1580	Ferguson Enterprises, LLC	Veh #59 - Stock Plumbing	1,824.23
15624	8/1/2022	1742	Ideal Supply Company Inc.	CC - HVAC	356.05
15625	8/1/2022	1753	InfoUSA Marketing Inc.-A Sub of Data Axle Inc.	City Directories - Mid Year	2,915.00
15626	8/1/2022	1757	Ingram Library Services	Order PUR017976	20,105.45
15627	8/1/2022	1854	Kamer Zucker Abbott	Legal Services June 2022	7,782.00
15628	8/1/2022	2152	Nedco Supply	WC - Lighting @ Computer Lab Replaced	31.52
15629	8/1/2022	2307	Progressive Elevator	CC Elevator	697.00
15630	8/1/2022	2486	Sonitrol Of Southern NV	Alarm Monitoring	3,693.00
15631	8/1/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	17,210.45
15632	8/1/2022	2809	Water District	Service May 22 & Jun 22	26,038.55
15633	8/1/2022	2853	Dick Blick	Summer Chal. 2022 - Art Contest Prizes	2,500.00
15634	8/1/2022	2860	Las Vegas Review Journal	July purchasing ad - ET	43.75
15635	8/1/2022	2891	AFLAC	Premium July 2022	777.82
15636	8/1/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	12,835.39
15637	8/1/2022	3770	Cox Communications of Las Vegas	Service 07/17/22-08/16/22	27,044.27
15638	8/1/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2022-23	7,151.38
15639	8/1/2022	4540	Robert Half	Week ending R. Walton 7/15/2022	1,954.34
15640	8/1/2022	4604	Brodart Library Supplies & Furnishings	One-time decoupler key - AS	3,775.70
15641	8/1/2022	5001	UniFirst Corporation	FAC Uniform Rental	101.26
15642	8/1/2022	6777	Mailmax Mailing Solutions, LLC	Mail Room: Ink Cartridges & Labels	364.12
15643	8/1/2022	7583	Boulder City Public Library District	Annual Fines/Fee Payment - FY 22-23	4,320.64
15644	8/1/2022	7592	Stanley Convergent Security Solutions	SV: FACP - Replace (2) Batteries	117.70
15645	8/1/2022	7687	United Lock and Security, Inc.	WC - Rekey Mortise Cylinder	28.50
15646	8/1/2022	7943	Communication Electronic Systems Inc	Burglar/Fire Alarm Monitoring	130.00
15647	8/1/2022	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections	168.75
15648	8/1/2022	8565	WT Cox Information Services	Order PUR018225	10,991.14
15649	8/1/2022	8575	Intermountain Lock and Security Supply	CC - (20 pcs) to Lock Outlet Covers	56.21
15650	8/1/2022	9101	O'Reilly Auto Parts	Veh #49 - (1) Grip Gloves	63.96
15651	8/1/2022	9104	AV Vegas	3/4 Upright Acoustic Bass 2 Day Rate	930.00
15652	8/1/2022	9191	Canon Solutions America, Inc.	Monthly Maint 05/15/22-06/14/22 - Exec	5,583.84
15653	8/1/2022	9287	Otis Elevator Company	WM Elevator	1,699.40
15654	8/1/2022	9383	Office Plus	Oem toner hp 410x black - CH	493.86
15655	8/1/2022	9631	Elliott's Sewer & Drain	Plumbing Repairs	183.50
15656	8/1/2022	9730	Commercial Lighting Specialties, LLC	EN - Lighting - Replaced Lamps	206.25
15657	8/1/2022	9758	ConvergeOne, Inc.	WebEx Annual Renewal, End: 06/30/23	12,240.00
15658	8/1/2022	9827	Vision Sign Inc.	Sign Maintenance	210.00
15659	8/1/2022	9907	Principal Life Insurance Company	Premium August 2022	26,621.86
15661	8/8/2022	10017	CDA Media Relations	July 2022 Ad	2,000.00
15662	8/8/2022	10179	Safe and Secure Alarms and Video	WC Alarm Monitoring Burg	54.00
15663	8/8/2022	10877	Findaway World, LLC	Order PUR018169	14,352.66
15667	8/8/2022	1240	Brady Industries of Nevada, LLC	DW - (1 case) Brady Gum & Adhesive Pogg	63.48
15668	8/8/2022	1566	Fairway Chevrolet	#62: LOF & Interval Maintenance	4,340.40
15669	8/8/2022	1580	Ferguson Enterprises, LLC	EV - Plumbing - Faucet	1,764.28
15670	8/8/2022	1640	Gerald M. Welt, Chartered	Legal Services June 2022	9,823.46
15671	8/8/2022	1757	Ingram Library Services	Order PUR017976	27,046.58
15672	8/8/2022	2152	Nedco Supply	EV - HVAC Fuse	613.01
15673	8/8/2022	2234	Overton Power District #5	Service 06/22/22-07/22/22 MT	339.84
15674	8/8/2022	2350	Rebel Oil Company	SC: Unleaded Fuel	21,353.00
15675	8/8/2022	2362	Refrigeration Supplies Distributor	EV - HVAC (2) Nitrogens	438.06
15676	8/8/2022	2702	Grainger, Inc.	Tools - Trash Grabber & Picker @ #59	268.60
15677	8/8/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	25,149.88
15678	8/8/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	21,369.87
15679	8/8/2022	3770	Cox Communications of Las Vegas	Service 07/22/22-08/21/22	95.30
15680	8/8/2022	4108	American Library Association	Board of Trustees ALA Membership	1,206.00
15681	8/8/2022	4224	DataPLUS Communications	Prox Cards	400.00
15682	8/8/2022	4604	Brodart Library Supplies & Furnishings	W Movable pvc label holder - CH	201.58
15683	8/8/2022	4676	Color Reflections	VGK Large Card and Book Drop Vinyl	1,463.00
15684	8/8/2022	5130	OverDrive Inc.	Online materials for FY 22-23	103,717.48
15685	8/8/2022	5244	A&B Printing & Mailing	USER GROUP INVOICING LOG	382.06
15686	8/8/2022	5718	Tangerine Office Machines	Open PO for Printer Support Services FY23	320.00
15687	8/8/2022	6206	Vitral LLC	Translation Services	1,060.00
15688	8/8/2022	7592	Stanley Convergent Security Solutions	Various: Fire Alarm Tests/Inspections	925.00
15689	8/8/2022	7687	United Lock and Security, Inc.	CC - Detex Alarm	264.20
15690	8/8/2022	8010	Allied Universal Security Services	On-Site Security 06/24/22-06/30/22 - CH	51,258.97
15691	8/8/2022	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections	168.75
15692	8/8/2022	9191	Canon Solutions America, Inc.	Newspaper Direct Printer FY23	300.89
15693	8/8/2022	9383	Office Plus	Crtldg.clj CP5225 - EV	1,542.64
15694	8/8/2022	9631	Elliott's Sewer & Drain	Plumbing Repairs - RB	290.50
15695	8/8/2022	9730	Commercial Lighting Specialties, LLC	WH - Lighting - Replaced burnt lights	303.25
15975	8/15/2022	10212	Virgin Valley Water District	Service 06/20/22-07/20/22	1,138.73
15976	8/15/2022	10321	Bagsinbulk.com	Backpacks for Back to School Fair - WH	905.52
15977	8/15/2022	10654	Educational Testing Service (ETS)	Test Fee July 2022	182.75
15978	8/15/2022	10808	Patron Point, Inc.	PP Verification Services Apr-Jun 2022	1,133.75
15979	8/15/2022	10877	Findaway World, LLC	Library A/V Materials for FY 2022-2023	1,070.79
15980	8/15/2022	10927	CenturyLink	Service Jul 2022	2,059.45

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 8/01/2022 through 8/22/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15981	8/15/2022	11594	BDO USA, LLP	Successor auditor access	4,000.00
15982	8/15/2022	11724	Greenberg Traurig, LLP	legal services rendered in July 2022	7,210.00
15983	8/15/2022	11895	OrangeBoy, Inc.	E-mail Software for Branches	5,500.00
15985	8/15/2022	11941	Brink's, Incorporated	Excess Services - Jul 2022	105.53
15986	8/15/2022	11984	Victig Background Screening	14 pre-employment background checks	1,439.20
15987	8/15/2022	1201	Best Janitorial Services of Nevada	Various: Janitorial	143,598.10
15988	8/15/2022	12054	Amazon Capital Services, Inc.	Tyson 22 Pcs Acrylic Stamp Blocks - MV	7,046.97
15989	8/15/2022	1240	Brady Industries of Nevada, LLC	Consumables - Hand Sanitizers & Spotter Brady	473.71
15990	8/15/2022	1457	Demco, Inc.	5 rolls large print labels	65.90
15991	8/15/2022	1518	ECR	Clear/reprogram cash register - EN	128.95
15992	8/15/2022	1627	Cengage Learning, Inc.	Databases & large print for FY 22/23	353,678.81
15993	8/15/2022	1757	Ingram Library Services	Order PUR017976	27,722.42
15994	8/15/2022	1837	Johnstone Supply	CC - HVAC	43.96
15995	8/15/2022	1897	Lakeshore Learning Materials	WAFFLE BUILDERS - CH	254.43
15996	8/15/2022	2152	Nedco Supply	RB - YPL Lighting	575.15
15997	8/15/2022	2215	OCLC Inc.	Cataloging/Metashare sub IFM dbts FY23	490.28
15998	8/15/2022	2234	Overton Power District #5	Service 07/01/22-08/01/22 MV	3,068.68
15999	8/15/2022	2362	Refrigeration Supplies Distributor	EV - Repair Shut-off Glass Cover	160.20
16000	8/15/2022	2567	Teamsters Local Union #14	Union Dues - August 2022	9,156.00
16001	8/15/2022	2698	Virgin Valley Disposal	Rental fee/Toter Svc Jul 2022	130.84
16002	8/15/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	40,513.77
16003	8/15/2022	2819	CenturyLink Communications, LLC	Service Aug 2022	7,990.53
16004	8/15/2022	2853	Dick Blick	Caron One Pound Acrylic Yarn - SU	290.10
16005	8/15/2022	2914	Iron Mountain	Services July 2022	513.59
16006	8/15/2022	3061	Facts on File/Infobase Learning	Databases 1 yr subs	28,717.33
16007	8/15/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	8,882.93
16008	8/15/2022	3300	ProQuest LLC	Newspaper databases	22,349.64
16009	8/15/2022	3307	Unique Management Services, Inc.	Placements - Jul 2022	3,118.50
16010	8/15/2022	3324	Rio Virgin Telephone Co.	Service Aug 2022	470.50
16011	8/15/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2022-23	5,144.62
16012	8/15/2022	4517	Fingerprint Pros, Inc.	14 pre-employment fingerprints	826.00
16013	8/15/2022	4522	Quest Diagnostics	19 pre-employment drug tests	710.32
16014	8/15/2022	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - Aug 2022	7,383.92
16015	8/15/2022	5130	OverDrive Inc.	Online materials for FY 22-23	121.56
16016	8/15/2022	6256	Read the Books LLC	Accelerated Reader database for LVCCLD	4,000.00
16017	8/15/2022	7188	Innovative Interfaces, Inc.	Innovative & Skyriver records FY2023	1,646.25
16018	8/15/2022	7371	EnvisionWare, Inc.	Phase 1-New Self-Chk kiosks for urban br.	4,709.25
16019	8/15/2022	7655	Gill's Printing and Color Graphics	500 Bookmarks	145.00
16020	8/15/2022	8010	Allied Universal Security Services	Special Events - WV	1,727.20
16021	8/15/2022	8155	Las Vegas Clark County Librar Dist Foundation	Foundation Bookstore Sales - July 2022	17,245.07
16022	8/15/2022	8565	WT Cox Information Services	Annual magazine subscription FY23	78.00
16023	8/15/2022	8718	Library Ideas, LLC	Freegal Music & Streaming Subs 8/1/22-7/31/23	159,750.00
16024	8/15/2022	9383	Office Plus	Oem toner hp 501a black - PVS	2,513.27
16025	8/15/2022	9431	B&H Photo-Video	HOLLYLAND SLD CMC C1 FL-DPLX WL	3,282.12
16026	8/15/2022	9454	Apple Inc.	10 ipad minis - summer challenge	4,490.00
16028	8/15/2022	9730	Commercial Lighting Specialties, LLC	WM - TH Lighting	497.50
16029	8/15/2022	9869	Unique Integrated Communications	Call Center Operations - Jul 2022	8,946.46
16030	8/22/2022	10017	CDA Media Relations	Aug. 2022 purchasing ad	350.00
16031	8/22/2022	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC Landscape Maintenance	800.00
16032	8/22/2022	10228	Sterling Volunteers	3 volunteer background checks	51.00
16034	8/22/2022	11626	Jay Atwood	Piano tuning and maintenance - CC	135.00
16035	8/22/2022	11653	Bombard Mechanical, LLC	SW: Service Call - Plumbing	678.00
16036	8/22/2022	1180	Baron Pest Solutions, Inc.	LA Pest Control	47.00
16037	8/22/2022	11917	Red 7 Communications LLC	Public Relations - 7/22- 8/22	2,430.00
16038	8/22/2022	1580	Ferguson Enterprises, LLC	CH - Plumbing - Faucet n Men's Rm	975.79
16039	8/22/2022	1753	InfoUSA Marketing Inc.-A Sub of Data Axle Inc.	Reference USA package- Lic 6/15/22-6/14/23	71,335.00
16040	8/22/2022	1757	Ingram Library Services	Order PUR017976	10,756.72
16041	8/22/2022	1803	JanWay Company USA, Inc.	Color Change Pencils	3,153.56
16042	8/22/2022	2098	Moapa Valley Water District	Service 07/06/22-08/05/22	250.39
16043	8/22/2022	2152	Nedco Supply	EV - Lighting	885.47
16044	8/22/2022	2733	Phoenix Fire Protection, LLC	CC-TH Conf Rm: Service Call - Fire Sprinkler Repair	390.00
16045	8/22/2022	2799	CDW Government Inc,	Replacement EOL UPS Battery Cartridges	1,529.43
16046	8/22/2022	2809	Water District	Service Jun 22 & Jul 22	28,452.20
16047	8/22/2022	2852	Chem-Aqua, Inc.	HVAC Water Treatment EV	1,504.30
16048	8/22/2022	3355	Teamsters Security Fund S. Nevada	Premium August 2022	393,315.25
16049	8/22/2022	3776	Got Bugs LLC	MQL & MQLC Pest Control	200.00
16050	8/22/2022	4540	Robert Half	Week Ended 7/22/22 R. Walton	6,056.08
16051	8/22/2022	4604	Brodart Library Supplies & Furnishings	Supplies for FY 22-23	3,229.60
16052	8/22/2022	6646	Aqua Serv Engineers, Inc.	HVAC Water Treatment	4,532.18
16053	8/22/2022	6704	Schneider Electric	Various: DDC Controls	9,203.04
16054	8/22/2022	7188	Innovative Interfaces, Inc.	Hardware Migration-Red Hat 7 to Red Hat 8	8,200.00
16055	8/22/2022	8010	Allied Universal Security Services	On-Site Security 07/08/22-07/21/22 - CH	195,896.79
16056	8/22/2022	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections	838.25
16057	8/22/2022	9159	Mesquite Lumber /Ace Hardware	MQL - Consumable Carbide	26.99
16058	8/22/2022	9383	Office Plus	Crtgd, restr, lsr, bk - HR	5,469.62
16059	8/22/2022	9393	Pamela J. Sundlie	face painting for summer challenge 2022	1,200.00
16060	8/22/2022	9403	Rose Brand Wipers, Inc.	Drape Vertical Seams Encore 64 in IFR	602.83
16061	8/22/2022	9544	The Tiberti Fence Co.	EV: South Perimeter Fence Repairs	964.00
16062	8/22/2022	9631	Elliott's Sewer & Drain	Plumbing Repairs - RB	205.50
91281	8/3/2022	10409	BiblioCommons, Inc.	BiblioCommons 7.1.22 - 12.21.22	122,449.51
91282	8/3/2022	10872	Radioactive Productions	Teacher Book Sale Editing	2,100.00
91283	8/3/2022	10900	Asian Journal Publications	1/2 p. Ad - 7.7.22	950.00
91284	8/3/2022	11660	Kuniko Yamamoto	Five Origami Storytelling shows	9,500.00
91285	8/3/2022	11916	GB Auto Service, Inc.	#49 - LOF & Exhaust Pipe, Clamp, Plug & Labor	530.71
91286	8/3/2022	12043	Paul L. Pinion	SC2022 Art Class July 2022 - Balance	1,000.00
91287	8/3/2022	12049	Nehmen Kodner	Flyers and presentations	922.50
91288	8/3/2022	12056	JaNay Brown-Wood	workshop and wh book festival	1,900.00

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100  
From 8/01/2022 through 8/22/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
91289	8/3/2022	12068	FPS	MQL: FACP Service Call	608.00
91290	8/3/2022	12098	Cherrie DeLaney	GS Petty Cash	91.65
91291	8/3/2022	12101	Lauren A. Harvest	PR partial replace chk 7/29/22 - acct closed	112.39
91294	8/3/2022	1991	Lowe's Improvement	FY22 Invoices - Opr Supplies & Small Equip	1,597.44
91295	8/3/2022	2175	NV Energy	Service 06/20/22-07/20/22 CH	25,750.81
91296	8/3/2022	2838	Verizon Wireless	Service 06/21/22-07/20/22	2,431.87
91297	8/3/2022	2883	Schindler Elevator Corp	SW: Ann'l Elevator Maintenance Contract	8,401.43
91298	8/3/2022	4117	Television Monitoring Services, Inc.	Ch. 3 - 7.25.22	100.00
91299	8/3/2022	9706	Carlos Nieto III	13 one hour manga workshops	3,900.00
91300	8/3/2022	9711	Jose L. Melendrez	ALA 2022 flight reimbursement	681.96
91301	8/3/2022	9966	The Sherwin-Williams Co.	WC - Painting	225.51
91303	8/12/2022	10081	American Button Machines	Jumbo Paper Clip Bookmark - SV	712.25
91304	8/12/2022	10230	Adam London	Magic Shows for July for SC2022	1,500.00
91305	8/12/2022	10231	Janet A. Mikealson-Lenox	Balloon artist at RB Aug for SC 2022	500.00
91306	8/12/2022	11017	Joyful Creation Limited	Color Me Mine Art Class-SU	240.00
91307	8/12/2022	11076	Quadient, Inc.	Meter Rental 08/25/22-11/24/22	180.00
91308	8/12/2022	11696	As We Knew It, LLC	CC - Las Vegas Stories Aug 2022 event	500.00
91309	8/12/2022	11801	Jeffrey Scott Trower	WC Drum Education Classes - July	900.00
91310	8/12/2022	12012	The Mob Museum	July 2022 Four Forensics Shows	525.00
91311	8/12/2022	12037	A Few Little Notes LLC	2 children's music concerts	6,000.00
91313	8/12/2022	12058	Danielle Bell	CC Aug 2022 - Summer Concert/Unwieldies	1,000.00
91314	8/12/2022	12071	Alfatari Richards	Drumming Workshop July 2022	1,000.00
91315	8/12/2022	12087	Tiffany Tan	One 1hr Sketch Class - SU	150.00
91316	8/12/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
91319	8/12/2022	1757	Ingram Library Services	Order PUR017976	9,348.33
91320	8/12/2022	2097	Moapa Valley Telephone Co. Inc.	Service 07/26/22-08/25/22	299.74
91321	8/12/2022	2159	AT&T SBC	Service 07/25/22-08/24/22	310.88
91322	8/12/2022	2175	NV Energy	Service 06/24/22-07/26/22 EV	8,486.96
91323	8/12/2022	2494	Southwest Gas Corp.	Service 06/23/22-07/22/22 SM	748.01
91325	8/12/2022	2837	Republic Services 620	Recycling svc 08/01-08/31 WM	7,530.49
91326	8/12/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
91327	8/12/2022	6268	Steven Barclay	Hilton Als 7-30-22 Clark County	15,000.00
91328	8/12/2022	6817	Reliance Connects	Service Aug 2022	626.79
91329	8/12/2022	8192	AT&T	Service Aug 2022	43.63
91330	8/12/2022	9518	New Dance Foundation for the Arts, Inc.	SM DID 7-29-30-22	1,500.00
91331	8/15/2022	12106	Claudia Maureen Melton	PR partial replace chk 8/12/22 - acct closed	983.28
91332	8/19/2022	9945	Texas Life Insurance Company	Premium August 2022	230.05
91350	8/19/2022	10231	Janet A. Mikealson-Lenox	Balloon artists @ CH SC Jul 2022	850.00
91351	8/19/2022	10900	Asian Journal Publications	1/4 Page Ad SC_22 - 5.26 & 6.2	2,800.00
91352	8/19/2022	10922	Eric Penrod	Various Architectural Photography	3,550.00
91354	8/19/2022	12049	Nehmen Kodner	Design Production Art	150.00
91355	8/19/2022	12103	Professional Sports Publications	2022 Las Vegas Raiders Game-Program	14,000.00
91356	8/19/2022	12107	HintonBurdick Nevada LLC	1st progress billing FY22	3,500.00
91357	8/19/2022	12108	Alyssa Forman	Overpayment on Sierra Acct	30.00
91358	8/19/2022	1577	FedEx	Express Shipments Jul 2022	61.80
91359	8/19/2022	2175	NV Energy	Summary Billing Jun 22 & Jul 22	112,798.49
91360	8/19/2022	2494	Southwest Gas Corp.	Bal Due Svc 03/24/22-04/21/22 CH	1,719.72
91361	8/19/2022	4117	Television Monitoring Services, Inc.	After school help for kids - Ch.13 8.1.22	50.00
91362	8/19/2022	6817	Reliance Connects	MQL & MQLC Alarm Monitoring	134.85
91363	8/19/2022	7465	Bell Trans	Transport for SC authors	530.40
91364	8/19/2022	9895	National Benefit Services, LLC	Admin Fee July 2022	432.50
Total 100 - General Fund					2,574,075.61

# Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

## Las Vegas - Clark County Library District Check/Voucher Register

Grant Fund - 220  
From 8/01/2022 through 8/22/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16015	8/15/2022	5130	OverDrive Inc.	Online materials for FY 22-23	164,921.89
91349	8/19/2022	10217	T-Mobile	T-Mobile Unlimited for Government-CPR3	18,100.00
Total 220 - Grant Fund					183,021.89

Las Vegas - Clark County Library District  
Check/Voucher Register

Gift Fund - 230  
From 8/01/2022 through 8/22/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15664	8/8/2022	11919	Jazz's Office, LLC	Foundation accounting	360.00
15666	8/8/2022	12045	Eagle Promotions	Promotional items - Customer Appreciation Day	1,581.25
15696	8/8/2022	9821	Liquid Courage	SW Gallery Opening	1,275.00
15984	8/15/2022	11919	Jazz's Office, LLC	Foundation Accounting	90.00
<b>Total 230 - Gift Fund</b>					<b>3,306.25</b>



Final Regular Board of Trustees Meeting- September 8, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Capital Projects Fund - 510  
From 8/01/2022 through 8/22/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15611	8/1/2022	10454	USI Insurance Services LLC	ELV QALICB D&O	3,729.00
15660	8/1/2022	9191	Canon Solutions America, Inc.	Coin Op - WM	2,584.00
15665	8/8/2022	12018	Classic Body & Paint, Inc.	Fleet Vehicles: Logo Replacement	564.00
16018	8/15/2022	7371	EnvisionWare, Inc.	Phase 1-New Self-Chk kiosks for urban br.	124,058.00
16027	8/15/2022	9489	Teledata Technologies	Cameras System - SV	12,141.26
16033	8/22/2022	10686	NLS Grounds Management, LLC	EV: Remove Tree Branches EV	2,412.85
16054	8/22/2022	7188	Innovative Interfaces, Inc.	Hardware Migration-Red Hat 7 to Red Hat 8	26,375.05
91312	8/12/2022	12057	ANS Electric, LLC	WC: Electrical & Fiber for NV Youth Hub	10,774.00
91353	8/19/2022	11009	KME Architects	New WV Building - 2021-0268 WVL	67,156.17
Total 510 - Capital Projects Fund					249,794.33
Total - All Funds					3,010,198.08



## ITEM VI.A.3.b.

### MEMORANDUM

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

**FROM:** John Vino, General Services Director

**DATE:** August 31, 2022

**SUBJECT: General Services Report, September 2022**

This report provides an overview of the primary accomplishments, initiatives and District-Wide activities for the General Services Division for the two month period of July 1, 2022 – August 31, 2022.

#### **POWERFUL PLACES and POWERFUL PARTNERSHIPS**

##### **The New West Las Vegas Library**

##### **Interlocal Agreement**

At the July 14, 2022 Board Meeting, the Board of Trustees held a Public Meeting to hear any objections to Resolution 22-01, the transfer of the West Las Vegas Library building to the City of Las Vegas. There were no public comments. After the Public Meeting, the Board voted to authorize staff to execute the Interlocal Agreement for the transfer of the West Las Vegas Library building and related improvements to the City of Las Vegas.

##### **Las Vegas City Council**

On August 4, 2022, the Interlocal Agreement was brought before Las Vegas City Council for consideration and approval. Director Watson and I, along with KME Architects appeared before the Council to provide a presentation on the New West Las Vegas Library as well as answer any questions they may have. The City Council was very supportive of our project, and approved the execution of the Interlocal Agreement. The Interlocal Agreement has now been fully executed by all parties.

##### **Due Diligence Phase**

With the execution of the Interlocal Agreement, each party now has 45 days to perform their due diligence before the sale and closing of the properties. The following was completed as part requirements within the first 15 days:

- The District ordered from our Escrow Agent a title commitment for the issuance of an ALTA Extended Owner's Policy.
- City and District agreed to open an escrow account with First American Title Insurance Company.

- The City ordered from their Escrow Agent a title commitment for the issuance of an ALTA Extended Owner's Policy, with such ALTA extended coverage covering the Library as well.
- The District has verified there is no known pending litigation or claims involving the West Las Vegas Library.
- The District has provided all contract agreements for the physical operation of the West Las Vegas Library

On August 11, we met with representatives from the City of Las Vegas for a full inspection of the Library and theater.

We are currently working with District staff to create a required schedule, identifying which items will be included in the Improvements Deed and the Bill of Sale such as improvements, furniture, fixtures, and equipment, and those items that will not be included in the Improvements Deed, which the District will be permitted or required to remove upon expiration of the Holdover Term.

The closing for the transfer of properties has been set for October 3, 2022.

## Architectural Plans



## Workshops and Meetings

A two-day workshop was held with District stakeholders and KME Architects to discuss the site and design parameters. Topics discussed included site boundaries, site features, environment conditions, and utilities as well as building massing and conceptual designs.

The workshop also included preliminary discussions on interior layouts, programming blocks, and adjacencies. General Services attends weekly meetings with KME to continue to move the architectural drawings forward.

We will have a short presentation at the October Board Meeting to present to the Board the initial conceptual drawings and layout for the new Library.

**POWERFUL PLATFORMS****Branding Implementation Signage Bid Package**

At the direction of Director Watson, General Services worked with BAM, as well as Simpson Coulter Studios to update the existing design drawings for the branding implementation signage.

The signage package offers a detailed solution for implementing the new brand. It also offers the District an opportunity to mitigate certain challenges at each location, such as branch visibility, and will provide a unifying theme that will connect all locations. The goal of the updated design drawings is to:

- The implementation of the brand through exterior signage that would be readily visible, dramatic, and inviting.
- The interior of each branch should have enough brand reinforcement to provide unity of identity throughout the district, from the moment one enters a branch to the moment they exit.
- Signage which is proportional to the scale of each branch, which will vary from location to location.
- The design solutions should be cost-effective to allow the District to update the signage as needed



An updated RFP was created to clarify the bidding requirements as well as specifications, signage locations, dimensions, materials, and hardware requirements. The new bid is structured to allow the District the best and most cost effective opportunity to move the project forward.

The RFP was advertised and made available on August 22, 2022 – we plan on bringing the contract award for the successful bidder at the October Board meeting.

**POWERFUL PARTNERSHIPS****Work Force Connections**

**West Charleston Library** – General Services working with OneStop and various other LVCCLD staff, completed the creation of the Youth Hub and Teen zone at the West Charleston Library. This program focuses on connecting youths to careers. Workforce Connections hopes to provide in-person and virtual career services to 500 youth annually.



The new Employ NV Youth Hub was opened on August 3<sup>rd</sup>. All costs associated with this project will be covered by WorkForce Connections.

**Clark County Library** - We are working with WorkForce Connection to relocate their One-Stop offices from the lower level to the first floor, adjacent to the main lobby. The move will require the relocation of the assistant branch manager, which is underway. The project relocation is scheduled for completion on September 2<sup>nd</sup>. All costs associated with this project will be covered by WorkForce Connections.

### **COVID Update**

Nicole Baker District Safety Manager worked closely with the HR Department to update the District COVID Protocols to reflect the changes made by the CDC on August 11, 2022. We will continue to closely monitor our positive cases and escalate or deescalate our response accordingly.

In addition, General Services will be distributing COVID at-home test kits to all of our branches in September, for staff and patron use. General Services also has continued the application of enhanced cleaning procedures throughout the District.

## ITEM VI.A.3.c.



### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director

**FROM:** Jeff Serpico, Human Resources Director

**DATE:** August 31, 2022

**SUBJECT:** Human Resources (HR) Report, August & September 2022

Section (1) of this report, *Fiscal Year HR Goals and Objectives (Plays)*, covers activity July 1 to August 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 June 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 (FY End)**
  - 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 - Complete
  - Staff Base Compensation (Direct) Survey Results Summary - September Board of Trustees Meeting
  - A-Team July 2022 Review (Merit, COLA) - September 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)
  - Staff Employee Wellness feedback survey - September 2022
  - Financial Wellness - August 2022 (Empower Retirement)
- **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 - Complete
    - August 18 - Complete
    - November 3 -
  - Town Hall meeting #3 (Post-Game - Date July 19) - Complete
  - Town Hall meeting # 4 (Half-Time - Date December 6)
  - New Employee Executive Director Roundtable (Quarterly - September 21)
- **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) - Complete (July 22)
  - Apprentice Person-In-Charge (APIC) Training program - Complete (to be offered every 24-months)
  - 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) - Complete (Work Tango selected)
  - Survey Contract & Work/Communication Plan - Pending
- 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
  - Initial Results to Board - Complete (May 22)
  - Monthly Results - Monitor/Assess

## **2. Transactional Activity and Key Metrics:**

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



8/22/2022

## LVCCLD HR DASHBOARD

FY2021-2022

LVCCLD		FY 2021-2022 HUMAN RESOURCES DASHBOARD															
		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 2021-2022	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				
Metric																	
A	Total Employees (Headcount)	620	610	604	602	612	607	612	609	605	645	645	648	NA	618.25	642.36	A
B	Full-Time Employees 60 hours or more (Headcount)	313	314	317	316	319	320	324	326	329	335	336	336	NA	323.75	309.64	B
C	Part -Time Employees 59 hours or less (Headcount)	307	296	287	286	293	287	288	283	276	310	309	312	NA	294.50	332.73	C
D	Full-Time-Equivalent (FTE-District)	NA	NA	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	10.1	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	133	130	NA	159.75	136.00	F
G	Positions Posted (Approved to Fill)	11	16	17	12	10	17	10	8	18	5	21	7	NA	12.67	7.00	G
H	Applications Received	414	829	540	586	205	554	455	466	800	251	887	314	6301	525.08	507.00	H
I	Interviews Conducted	7	16	13	14	14	13	7	16	17	14	9	14	154	12.83	5.55	I
J	New Hires	5	3	8	7	15	4	10	5	8	41	21	10	137	11.42	2.45	J
K	Promotions	4	4	5	6	4	7	8	7	8	5	4	6	68	5.67	3.73	K
L	Lateral Transfers	0	0	1	6	0	0	0	2	1	0	1	1	12	1.00	1.10	L
M	Demotions	0	0	1	1	0	0	0	0	0	1	1	1	5	0.42	0.55	M
N	Employees Successfully Completing Probationary Period	5	1	2	0	5	5	0	0	8	5	9	4	44	3.67	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	\$101,262	\$31,458	\$464,050	\$38,671	\$10,366	O
		Separations & Turnover															
P	Total Separations from Employment	8	12	13	10	5	10	7	6	10	11	14	8	114	9.50	10.00	P
Q	Voluntary Separations	8	10	12	10	5	9	6	6	9	9	14	6	104	8.67	9.45	Q
R	Involuntary Separations	0	2	1	0	0	1	1	0	1	2	0	2	10	0.83	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%	2.17%	1.23%	18.43%	1.54%	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%	1.23%	0.77%	11.29%	0.94%	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%	18.76%	18.43%	NA	18.72%	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%	17.10%	16.71%	NA	20.53%	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	7.0	2.8	NA	5.5	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	0.0	0.2	NA	3.5	3.4	X
		Training & Talent Development															
Y	Employee Attending New Hire Orientation	5	3	8	7	15	4	7	7	9	41	21	11	138	11.50	2.45	Y
Z	Total Employee Training Encounters	173	27	178	77	108	144	7	60	129	91	131	43	1168	97.33	92.73	Z
AA	Virtual	76	9	139	31	15	2	9	56	107	33	108	12	597	49.75	81.82	AA
BB	Live On-Site	88	14	34	43	90	139	7	3	19	33	22	22	514	42.83	7.09	BB
CC	External Conferences	9	4	5	3	3	3	6	1	3	25	1	9	72	6.00	3.82	CC
DD	Total Training Cost	\$6,049	\$3,584	\$6,296	\$1,055	\$4,078	\$3,002	\$6,244	\$138	\$3,114	\$10,641	\$6,659	\$3,183	\$64,044	\$5,337	\$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	\$3,489	\$540.32	\$17,002	\$1,417	\$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	\$441	\$0.00	\$3,414	\$284	\$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	\$3,048	\$540.32	\$13,588	\$1,132	\$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%	92.30%	92.00%	NA	95.28%	NA	HH
		Benefits & Wellness															
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	2	1	1	1	0	1	1	1	1	4	4	2	NA	1.58	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	278.00	118.00	1380.00	115.00	269.09	JJ

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

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

\* Annual

Restate = Yellow

NOTES:

EEO-4 Instruction Booklet - Race and Ethnicity match EEO1

Data Pull 09/31/21

%: 634

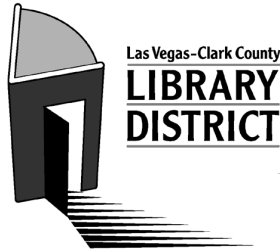
\*\* No. without Page Job Title - 484

\*\*\* July 2019 US Census Bureau - Clark County

Quarter 1 2021 (Initial)

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	19.96%	-11.64%								
2	White (Not Hispanic or Latino) (41.7%) white alone (a)								41.70%	305	49.04%	7.34%	250	51.44%	9.74%								
3	Black or African American (Not Hispanic or Latino) (a)								13.10%	66	10.61%	-2.49%	58	11.93%	-1.17%								
4	Native Hawaiian or Pacific Islander (Not Hispanic or Latino) (a)								0.90%	11	1.77%	0.87%	9	1.85%	0.95%								
5	Asian (Not Hispanic or Latino) (a)								10.40%	74	11.90%	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%								
(2-6) 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)								Total							
								1	2	3	4	5	6	7									
								Hispanic or Latino	White (Not Hispanic or Latino) (41.7%) white only	Black or African American (Not Hispanic or Latino)	Native Hawaiian or Pacific Islander (Not Hispanic or Latino)	Asian (Not Hispanic or Latino)	Native American or Alaska Native (Not Hispanic or Latino)	Two or More Race (Not Hispanic or Latino) (Combination - 2,3,4,5,6)									
1	Officials and Administrators							8	47	17	0	8	0	2	82								
2	Professionals							16	34	6	1	11	0	4	72								
3	Technicians							10	26	6	2	5	1	0	50								
4	Protective Service Workers							0	0	0	0	0	0	0	0								
5	Paraprofessionals							18	63	9	2	18	0	1	111								
6	Administrative Support Workers (Including Clerical and Sales)							101	137	26	4	35	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)								Job Class Count		Job Class % of all Positions					
								1	2	3	4	5	6										
								Hispanic or Latino	White (Not Hispanic or Latino) (41.7%) white only	Black or African American (Not Hispanic or Latino)	Native Hawaiian or Pacific Islander (Not Hispanic or Latino)	Asian (Not Hispanic or Latino)	Native American or Alaska Native (Not Hispanic or Latino)	Two or More Race (Not Hispanic or Latino) (Combination - 2,3,4,5,6)									
1.0	Officials and Administrators							8	47	17	0	8	0	2	82	12.62%	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%	-2.46%		Male	33	40.24%					
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%	0.66%		Male	21	29.17%					
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%	-1.10%	3.10%	-0.40%	0.80%	-4.90%		Male	31	62.00%					
4.0	Protective Service Workers - Outsourced							0	0	0	0	0	0	0	0	0.00%	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							-15.38%	15.06%	-4.99%	0.90%	5.82%	-1.20%	-4.00%		Male	26	23.42%					
5.3																Non	0	0.00%					
6.0	Administrative Support Workers (Including Clerical and Sales)							91	139	22	5	32	2	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	233	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%					
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%	-18.10%	-0.90%	-10.40%	-1.20%	-4.90%		Male	2	100.00%					
8.0	Service/Maintenance Workers							0	7	5	1	0	0	3	16	2.46%	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%	2.05%	18.15%	5.95%	-16.40%	-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

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#### SEPTEMBER 8, 2022 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item #VIII.B.1.:**

Discussion and possible Board action to revise the current naming policy for the Las Vegas-Clark County Library District

##### **Background:**

The following policy outlines the Las Vegas-Clark County Library District's criteria and procedures for naming opportunities associated with library facilities, parts of facilities and/or properties, and endowments.

It replaces the "Naming Libraries Policy" adopted by the District Board of Trustees on February 11, 1992, and the "Guidelines for the Naming Committee" adopted by the District Board of Trustees on April 14, 1992.

Generally, library facilities; parts of facilities and/or properties; and endowments for new capital projects, renovation projects, programs, equipment, collections, and/or other library services shall be named with a preference for geographic or functional designation.

Naming opportunities are available for individual, family, charitable organization, foundation, and corporate donors who make a significant contribution to the project, as follows:

When prospective donors are willing to enter into an agreement to contribute at least 51% of the actual or projected costs of the specific project of interest, including costs for land, project design, construction, necessary equipment and/or collections, as determined by library executive staff and project design consultants using metrics such as fair market value property appraisals; construction or renovation costs per square foot; furniture, fixture and equipment quotes; collection cost estimates; signage cost estimates; ongoing maintenance costs; and/or project design and/or construction cost estimates.

##### **Recommended Action:**

Motion to modify the current naming policy to:

- Eliminate the "51% of the actual or projected costs of the specific project of interest, including costs for land, project design, construction, necessary equipment and/or collections, as determined by library executive staff and

project design consultants using metrics such as fair market value property appraisals; construction or renovation costs per square foot; furniture, fixture and equipment quotes; collection cost estimates; signage cost estimates; ongoing maintenance costs; and/or project design and/or construction cost estimates” requirement and change the policy to:

- Naming of a room, part of a building, library program, or a public space within any of the LVCCLD library locations to be subject to approval by the executive director and Board of Trustees.
  - The naming of a room, part of a building, library program, or a public space within any of the LVCCLD locations shall be considered in accordance with the following principles, if it is to be named after a person or persons, the following are to be part of the consideration process:
    - a.** Quality and time of service to the state or local community;
    - b.** Years of residency in the state or community;
    - c.** Substantial or significant donations to libraries, non-profits, or education institutions without a goal of personal gain.
  - The time period for naming recognition for a donor or in honor of a non-donor will be in effective for the life of the facility and/or program(s). Foregoing and notwithstanding, the Board of Trustees reserves the right to rename a building or program in the event it determines that the name of the building or program is no longer consistent with the Las Vegas-Clark County Library District’s mission and values or causes harm to the District’s reputation.

Las Vegas-Clark County

# **LIBRARY DISTRICT**

LVCCLD.org

## **NAMING POLICY PRESENTATION**

**Presented by  
JoAnn Prevetti, MBA  
September 2022**

## LAS VEGAS – CLARK COUNTY LIBRARY DISTRICT

# NAMING POLICY PRESENTATION

## Current Naming Policy

The following policy outlines the Las Vegas-Clark County Library District's criteria and procedures for naming opportunities associated with library facilities, parts of facilities and/or properties, and endowments.

It replaces the "Naming Libraries Policy" adopted by the District Board of Trustees on February 11, 1992, and the "Guidelines for the Naming Committee" adopted by the District Board of Trustees on April 14, 1992.

Generally, library facilities; parts of facilities and/or properties; and endowments for new capital projects, renovation projects, programs, equipment, collections, and/or other library services shall be named with a preference for geographic or functional designation.

Naming opportunities are available for individual, family, charitable organization, foundation, and corporate donors who make a significant contribution to the project, as follows:

When prospective donors are willing to enter into an agreement to contribute at least 51% of the actual or projected costs of the specific project of interest, including costs for land, project design, construction, necessary equipment and/or collections, as determined by library executive staff and project design consultants using metrics such as fair market value property appraisals; construction or renovation costs per square foot; furniture, fixture and equipment quotes; collection cost estimates; signage cost estimates; ongoing maintenance costs; and/or project design and/or construction cost estimates.

## Other Library Naming Policies

### Columbus Metropolitan Library



The values for these naming opportunities are based solely on utility, placement or perceived appeal and do not necessarily reflect the gift's designated purpose or the actual cost.

Naming opportunities vary by branch. Donors are encouraged to consider undesignated gifts and/or the least restrictive designation. Plans for these buildings are not final. If alterations are required that affect a commemorative gift, an appropriate substitute will be arranged in consultation with the donor(s).

These naming opportunities are for the projected life of the building or for a minimum of ten years. When the time comes to refresh or rebuild, current donors will be given the first opportunity to sustain their support at the level that is appropriate at that time. In all instances,

donors will receive permanent recognition for their extraordinary support.

The Library Board of Trustees will consider and approve naming and recognition guidelines with the following understanding:

Gifts greater than \$500,000 may qualify for naming or renaming of library facilities and/or subunits of facilities, programs, or collections (considered highly visible that associates a name with a room, building or program, i.e. The Smith Family Homework Help Center, The John M. Doe Library Building, The Doe Family Summer Reading Club). These gifts and the corresponding naming proposals must be brought before the Library Board for approval before being considered finalized.



## Anne Arundel County Public Library



The County shall have the absolute right of approval of any and all naming rights agreements and signage depicting any such name.

The County may approve or disapprove any naming rights agreement or signage for any reason, and its decision shall be final. Permits for signage must be obtained in accordance with County law. The County shall not fund any portion of the installation, manufacture, fit, or finish of the signage to commemorate the name of any building leased under this Agreement.



## Johnson County Public Library



### Contribution Levels for Philanthropic Naming and Name Recognition Opportunities

Contribution levels for naming and naming recognition opportunities are established based on Library need, industry standards and area norms. They may be reviewed and updated periodically to reflect changing conditions.

#### Departments/Areas of Library facilities:

- A major benefactor who donates a substantial sum toward discrete, designated areas inside or outside Library buildings, including special use areas, meeting rooms, study rooms, art walls and designated outdoor areas. Giving levels will be determined at the time of related fundraising drives.

#### Name Recognition Opportunities:

- A major benefactor who donates a substantial sum toward the purchase or operation of other Library assets or toward the completion of a specific fundraising campaign. Giving levels will be established and provided at the time of the related fundraising drive.

Naming formats will be defined in the official naming agreement, based on criteria listed below.

#### Naming Recognition

- The name of the donor or honoree will be recognized with the following language, "Nature trail provided through the generous support of Epic Computers." Recognition will be rendered via conspicuously placed plaques, or placement on a donor wall or walk.

Requests for words of recognition other than those recognizing the name of an individual, family foundation, organization or corporation may be considered, subject to review and approval of the Library Board of Trustees and Executive Director.

## NSHE'S NAMING POLICIES



Naming of Campus Buildings Institutions of the NSHE shall adhere to the following standardized procedures for naming buildings, rooms, or public spaces. Names for new or unnamed buildings, building additions, or for renaming existing buildings are subject to approval by the NSHE Board of Regents.

Names for a room, part of a building or a public space on campus are subject to approval by the president of the institution with written notification to the chancellor.

- a. The naming of a building, room, part of building, or public space shall be considered in accordance with the following principles, if it is to be named after a person or persons:
  - i. Years of service to public education;
  - ii. Contributions to public education (other than employment);
  - iii. Quality and time of service to community or state;
  - iv. Years residing in the community or state;
  - v. Contributions to the development of the community or state; and
  - v. Significant or substantial donations to the cost of the building or to a System institution without personal gain.

When a building is named in recognition of a donor or non-donor honoree that name will generally be effective for the useful life of the facility. Notwithstanding the foregoing, the Board of Regents reserves the right at any time to rename a building in the event it determines that name of the building is no longer consistent with the institution's mission and values, or causes harm to the institution's reputation.

## UNLV NAMINGS



The Greenspun family, which publishes the Las Vegas Sun, has pledged up to \$12 million to help fund a new building at the University of Nevada, Las Vegas.

The donation, which will be one of the five largest single contributions to the university, will go toward a 70,000-square-foot facility that will house two schools and three academic departments under UNLV's Greenspun College of Urban Affairs.

"This extraordinary pledge would provide significant assistance to the state in the construction of this high priority building," former UNLV President Carol Harter said.

The gift would pay 40 percent of the overall costs for planning and building the proposed Greenspun Hall, which are estimated at \$23.4 million. Preliminary estimates bring the gift to \$9.4 million, which could rise to \$12 million, depending on construction costs.

Legislative funding is still needed to pay the balance of the project. In light of a recent request by Governor Kenny Guinn for state-funded institutions to keep budgets flat, university officials said legislative funding remains an uncertainty.

## UNLV – KIRK KERKORIAN SCHOOL OF MEDICINE



The UNLV School of Medicine is now the Kirk Kerkorian School of Medicine at UNLV after a donation of \$25 million was received. The name change, which honors the late Las Vegas business leader and philanthropist, was formally approved April 16, 2021 by the Nevada System of Higher Education Board of Regents.

The school's five-story, 135,000 square-foot medical education building, which is currently under construction in the Las Vegas Medical

District, will also become the Kirk Kerkorian Medical Education Building.

The school's \$150 million medical education building is being funded in large part by private donations, including contributions from the Kerkorian Estate and the Engelstad Foundation, among others. The Nevada Health and Bioscience Corporation is spearheading construction and anticipates completion in 2022.

## LV METRO POLICE DEPT



## Reality Based Training Center Indoor Tactical Training Village

### NAMING OPPORTUNITIES

Building \$8,000,000	Doctor's Office \$250,000	School Principal's Office \$100,000
Casino \$1,000,000	Restaurant \$250,000	School Teachers' Lounge \$100,000
Hotel Guest Room Floor \$1,000,000	Gas Station \$250,000	School Classroom (4) \$100,000
Grocery Store \$750,000	VIP Viewing Room \$250,000	School Break Room \$100,000
Crossfit Gym \$750,000	Park \$250,000	North Staging Room \$100,000
School \$500,000	Breach Door Simulation Area \$200,000	South Staging Room \$100,000
Mini Mart \$250,000	Downstairs Training Facility \$100,000	Upstairs Training Area \$50,000
Retail Store \$250,000	School Open Office \$100,000	Hotel Guest Room (8) \$25,000
Cell Phone Store \$250,000	School Science Classroom \$100,000	

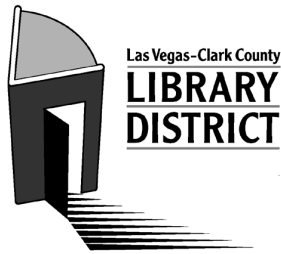
## SUGGESTED DOLLAR AMOUNTS FOR NAMING RIGHTS

Las Vegas–Clark County

**LIBRARY  
DISTRICT**

LVCCLD.org

- **Art Galleries**
  - » Sahara West: \$2,000,000 - \$4,000,000
  - » Other locations: \$75,000 - \$200,000
- **Bookstore**
  - » Clark County and Sahara West: \$150,000 - \$250,000
  - » Other branches: \$10,000 - \$25,000
- **Buildings**
  - » Large Urban: \$3,000,000 - \$10,000,000
  - » Small Rural: \$1,000,000 - \$3,000,000
- **Computer Lab**
  - » \$150,000 - \$500,000
- **Conference Rooms**
  - » \$150,000 - \$500,000
- **Homework Help Center**
  - » \$150,000 - \$500,000
- **Multipurpose Rooms \$500,000 - \$1,000,000**
  - » Centennial Hills
  - » East Las Vegas
  - » Sahara West
- **Playground at East Las Vegas**
  - » \$1,000,000
- **Plaza at East Las Vegas**
  - » \$1,000,000
- **Podcast Room**
  - » \$75,000 - \$150,000
- **Story Room**
  - » \$50,000 - \$200,000
- **Study Rooms**
  - » \$10,000 - \$25,000
- **Theaters**
  - » Clark County: \$750,000 - \$1,500,000
  - » Summerlin: \$1,000,000 - \$2,000,000
  - » West Charleston: \$500,000 - \$750,000
  - » West Las Vegas: \$1,000,000 - \$2,500,000
  - » Whitney: \$500,000 - \$750,000
  - » Windmill: \$1,000,000 - \$2,000,000



## ITEM VIII.B.2.

### AGENDA ITEM

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#### SEPTEMBER 8, 2022 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item # VIII.B.2.: Review of Staff Compensation (Direct Compensation) survey results.**

##### **Background:**

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

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

##### **Recommended Action:**

For review only. No action required.



Koff & Associates  
A Gallagher Company

# **Las Vegas Clark County Library District Compensation Study Findings – All Other (Non-Executive) Positions**

Board Sub-Committee Presentation  
August 29, 2022



# Introduction

- Koff & Associates collected salary and benefit data from 11 comparator agencies between October and December 2021
- Top step salaries from LVCCLD and Comparator Agencies were reported
- Benefits reported include Agency-paid:
  - Retirement Contributions
  - Medical, Dental, and Vision Insurance Contributions
- Total Compensation = Salary + Benefits noted above
- The Board adopted Executive Salary Ranges in April 2022

## Comparator Agencies

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

*Salaries were adjusted to reflect variances in the Cost of Labor*

## Staff Total Compensation Survey

- K&A surveyed 55 Staff positions as Benchmarks for this Compensation Survey (roughly 50% of the overall # of District classifications)
- ***MARKET MEDIAN RESULTS***
  - 10 benchmarks were paid Below the Median of Top Salary Steps
  - 35 benchmarks were paid Above Median
  - Overall, staff positions were paid an average of 9.4% above the Median

## Staff Total Compensation Survey

- ***MEDIAN + 10% RESULTS***
- Using 10% above Market Median as the District's compensation philosophy, the compensation results indicate:
  - Overall, staff positions were paid an average of 2.1% above the Median + 10%
  - 21 positions were compensated Above the Market Median + 10%
  - 31 positions were compensated Below the Market Median + 10% – these salary ranges are recommended to be increased to reach Market Median + 10% per the District's 2023 Labor Negotiations process
  - 3 positions were newly proposed and did not have a current salary range
- The remaining (59) staff positions not surveyed are recommended for salary range adjustments based on Internal Salary Relationships with other Benchmark Classes

## Total Compensation Survey Results

- Recommendation for Board to consider compensating all LVCCLD positions at 10.0% above the market median based on the survey
- This 10.0% above median is the same metric applied to the District's Executive classes
- These salary ranges may be proposed by management during the District's 2023 labor negotiations process
- All salary range recommendations would be subject to bargaining and Board approval

## Potential Benefits Savings Measures - Vacation

- The District allows employees to cash out a minimum of 8 hours and a maximum of 40 hours of vacation once per year – must maintain 200-hour balance.
- The District allows employees to accumulate up to 320 hours of vacation.
- Allowing employees to convert unused vacation to cash prior to separation enables the District to reduce its unfunded vacation expense liability.
- Employees earn vacation at their current hourly rate but generally receive their vacation cash-out at a future date with a higher hourly rate.
- The Board might consider allowing employees to cash-out up to 80 hours of vacation each year (an increase from its current 40-hour policy).
- The District may also want to consider reducing the vacation balance an employee is required to maintain after cashing out vacation from 200 hours down to 120 hours.
- These changes should incentivize employees to cash out a greater # of hours of vacation during their tenure with the District while also reducing the District's overall unfunded vacation payout liability in the long term.

## Potential Benefits Savings Measures – Sick Leave

- The District pays 60% of unused sick leave accrual upon separation for employees with 3+ years of service.
- The District also allows its employees to accrue an unlimited number of sick leave hours.
- While the District has an interest to ensure employees have adequate sick leave available in the event of a long-term illness, the District also is interested in reducing its unfunded sick leave expense liability.
- The District may want to consider allowing employees to cash out unused sick leave annually on a “two-for-one” basis, meaning for every two (2) hours of sick leave an employee wishes to cash out, the District in turn would provide 1 hour of cash to the employee at the employee’s hourly rate.
- K&A suggests the District consider providing its employees with an opportunity to cash out up to 80 hours of sick leave on a 2-for-1 basis each year (40 hours of cash or defer into 457 plan).
- One stipulation would be to require each employee to maintain a minimum number of sick leave hours available to them after cashing out. We would suggest 180 hours (approximately 1 month of paid time off).





Koff & Associates  
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Questions and Comments

Thank you!

