

ITEM III.

**PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
Board of Trustees' Meeting
October 13, 2022**

DATE: Thursday, October 13, 2022

TIME: 5:00 p.m.

PLACE: Sahara West Library
9600 W Sahara Ave,
Las Vegas, NV 89117 and

Online via YouTube

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

I. Roll Call and Pledge of Allegiance

II. Public Comment

Topics raised under this item must be limited to matters on today's Agenda. Anyone wishing to speak during this item must sign-up on the roster provided prior to the public comment period. The sign-up must include the commenter's name, legal address, and the agenda item that is being commented on. Commenters should state if they want their remarks included in the minutes of the meeting. If there is no agenda item listed, the person will be called on at the end of the meeting.

Remarks by speakers during the public comment period shall be limited to three (3) minutes, each. A speaker may not transfer time to another speaker; although, the Chair has the authority to grant additional time to a speaker.

Anyone wishing to comment via email under this item must send an email to boardcomments@lvccld.org. The email must include the commenter's name, legal address, and the agenda item that is being commented on. Email comments are limited to 500 in words in length and must also identify whether the commenter wants their remarks to be included in the minutes of the meeting. Any comments which do not state the commenter's name, legal address, or exceed 500 words in length shall not be considered.

Any comments which do not identify an agenda item will be read at the end of the meeting.

The public comment period at library district board meetings shall be limited

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

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

IV. Approval of Proposed Minutes (For possible action)

A. Regular Board Meeting, September 8, 2022

B. Finance and Audit Committee Meeting Minutes, September 20, 2022

V. Chair's Report

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- (Presentation by John Vino)

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.

1. Discussion and possible Board action to approve the days of closing for calendar year 2023.
2. Discussion and possible Board Action regarding the Proposed Interlocal Agreement between Clark County, NV and the Las Vegas-Clark County Library District (LVCCLD) to provide library services and resources at the Clark County Detention Center (CCDC) located at 330 South Casino Drive, Las Vegas, Nevada 89101 and the North Valley Complex (NVC) located at 4900 Sloan, Las Vegas, Nevada 89115, and a motion to authorize staff to enter into the Interlocal Agreement. The contract is for one (1) fiscal year with an option to extend the contract for four one-year renewals.
3. Discussion and possible board action to amend the District's paid leave cash out programs.

B. Regular Agenda

IX. Announcements

The Las Vegas Book Festival, October 22, 2022 from 10:00am - 7:00pm. Director Watson moderating a conversation with author Kiley Reid at 1:30pm. Location: Historic 5th Street School, 401 S. 4th Street, Las Vegas, NV 89101.

The Vegas Valley Comic Book Festival, November 5, 2022 from 9:30am-4:30pm. Location: Clark County Library, 1401 E. Flamingo Road, Las Vegas, NV 89119.

Finance and Audit Committee meeting will be held on November 7, 2022, at 3:00pm via Zoom.

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.

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X. Public Comment

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

Anyone wishing to comment via email during the meeting must send an email to boardcomments@lvccld.org. The email must include the commenter's name, legal address, and this agenda item. Email comments are limited to 500 in words in length and must also identify whether the commenter wants their remarks to be included in the minutes of the meeting. Any comments which do not state the commenter's name, legal address, or exceed 500 words in length shall not be considered.

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

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

XII. Adjournment

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

NOTE: REASONABLE EFFORTS WILL BE MADE TO ASSIST AND ACCOMMODATE PERSONS WITH PHYSICAL DISABILITIES DESIRING TO ATTEND THE MEETING. PLEASE CALL EBONI NANCE AT (702) 507-6186 SO THAT ARRANGEMENTS FOR ATTENDANCE MAY BE MADE NO LATER THAN 48 HOURS PRIOR TO THE MEETING.

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

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Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, www.lvcclld.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 Thursday, October 6, 2022, i.e., given at least three (3) working days before the meeting, including in the notice the time, way to access the meeting, and agenda of the meeting:

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

1. Clark County Library
1401 Flamingo Road
Las Vegas, NV 89119
2. East Las Vegas Library
2851 Bonanza Road
Las Vegas, NV 89101
3. Sunrise Library
5400 E. Harris Avenue
Las Vegas, NV 89110
4. West Charleston Library
6301 Charleston Boulevard
Las Vegas, NV 89146
5. West Las Vegas Library
951 Lake Mead Boulevard
Las Vegas, NV 89106
6. Windmill Library
7060 Windmill Lane
Las Vegas, NV 89113
7. Sahara West Library
9600 W Sahara Ave
Las Vegas, NV 89117
8. Las Vegas-Clark County Library District website
www.lvcclld.org

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- 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/8_MxJSJZ9iY 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
SEPTEMBER 8, 2022**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the West Las Vegas Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, September 8, 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

Absent: E. Foyt

Staff: Kelvin Watson, Executive Director
Numerous Staff

Guests: Georg Kramer Mike Harary

The meeting began at 5:02p.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 July 14, 2022 and the Finance and Audit Committee Meeting on July 7, 2022. (Item IV.) Vice Chair Waugh moved to approve the Minutes of the Board of Trustees Meeting held on July 14, 2022 and the Finance and Audit Committee Meeting on July 7, 2022. Trustee Rogers second the motion.
There was no opposition and the motion carried.

Chair's Report Possible Board discussion regarding the 2023 Chair Wilson asked if everyone had a chance to review the 2023 Board Meeting schedule.
There were no question regarding the schedule.

**Board Meeting
Schedule.
(Item V.A.)**

**Library Reports
(Item VI.)**

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

Trustee Ramaker congratulated and thanked Executive Director, Kelvin Watson on all the awesome things he's accomplished in such a short time.

Trustee Whiteley wanted an update on the DMV presentation that was presented to Nevada DMV Special License Plates Commission to discuss a license plate design. Director Watson responded that the presentation went well and good feedback was given for the presentation. A decision has not been made as of yet.

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

No questions.

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

Trustee Whiteley congratulated the entire Branding and Marketing team for gaining a lot of earned media coverage over the last couple of months.

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

Matt McNally, Community Engagement Director introduced Carlito Sanchez, as the new Adult Services Manager.

Carlito brings 23 years of library experience to the position and holds a Masters of Library and Information Science from the University of North Texas, after previously attending school at the University of Phoenix and graduating from Rancho High School right here in Las Vegas. He began work with the Library District in August of 1999 as a Page and since then he has held the following positions: Circulation Assistant, Support Services Assistant, Circulation Department Head, Adult Services Librarian, and Assistant Branch Manager. In his role he will provide operational and administrative leadership to our Adult Services staff. Service and program oversight includes areas like workforce development, services for individuals experiencing homelessness, social services, naturalization services, mental health, digital literacy, the adult portion of our Summer Challenge Program, and staff training, along with a number of other projects that he and I will dream up together. He'll serve as a support to all Adult Services staff. Carlito is fluent in three languages and as a member of the Community Engagement Administration team, he'll focus on building partnerships to strengthen library services for adults.

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 for an update on his request from the May meeting to get a copy of the final budget report that is sent to the legislative bureau. Mr. Cabias responded that the official state budget has been submitted to the State of Nevada and the book that Trustee Ortiz is referring too, the adopted budget book, is still in progress. It will be completed in mid-October. Trustee Ortiz requested a written copy.
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 revise the current naming policy for the Las Vegas-Clark County Library District. (Item VIII.B.1.)	<p>[JoAnn Prevetti, Development Director read Item# VIII.B.1. and presented pages 273-282 of attached presentation into the record]</p> <p>Chair Wilson thanked Ms. Prevetti for the research and presentation.</p> <p>Trustee Ortiz had concerns with the process of how the changes of the naming policy would be executed. He wanted to be sure that the Board was not excluded from the decision. He also had concerns about how the Foundation would handle donated funds as related to the renaming policy. Because of his concerns he made a motion to table this Item for 30 days, but later withdrew his motion.</p> <p>Counsel Welt responded to Trustee Ortiz's first concern- that the changes of the Naming Policy will not exclude the Board. He explained that the Executive Director will only be making recommendations to</p>

the Board, and the Trustees job is to either approve or disapprove the recommendation. Chair Wilson agreed with Counsel Welt and stated nothing was presented that would stop the Board from making the final decision.

In response to Trustee Ortiz's second concern- Counsel Welt commented that he will look into seeing if a direct donation to the District can be given, because the statute authorized the Foundation. He also mentions that donations that go through the Foundation of restricted gift, can be used for no other purpose except for what the District outlines.

Trustee Whiteley agrees with the Naming Policy changes because it gives the District the opportunity to acknowledge someone even if there isn't a significant dollar amount given.

Trustee Waugh made a 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

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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. Subject to Counsel's review.

Trustee Rogers second the motion. Trustee Ortiz opposed the motion. The motion carries.

**Review of Staff
Compensation
(Direct
Compensation)
survey results.
(Item VIII.B.2)**

[Jeff Serpico, Human Resources Director, Georg Kramer, and Mike Harary of Koff and Associates presented pages into the record.]

No action required. There were no questions for the presenters.

Trustee Ortiz asked Mr. Cabias to be given the confidential briefings based on the Union negotiations, to see a model of the percentage of salaries, services, supplies, and library materials to determine if there will be increases or decreases. Mr. Cabias agrees to prepare an analysis and present the information to the Board and to the Executive Director.

**Announcements
(Item IX.)**

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.

**Public Comment
(Item X.)**

None.

**Executive Session
(Item XI.)**

None.

**Adjournment
(Item XII.)**

Chair Wilson adjourned the meeting at 6:07 p.m.

Respectfully submitted,

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Elizabeth Foyt, Secretary

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



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
A Gallagher Company

Questions and Comments

Thank you!



ITEM IV.B.

**PROPOSED MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' FINANCE AND AUDIT COMMITTEE MEETING
LAS VEGAS, NEVADA
September 20, 2022**

The Board of Trustees' Finance and Audit Committee of the Las Vegas-Clark County Library District met in regular session via Zoom at 3:00 p.m., Tuesday, September 20, 2022.

Present: Committee: K. Rogers, Chair
K. Benavidez
N. Waugh

Counsel: G. Welt

Absent: S. Ramaker
B. Wilson, ex-officio

Staff: Floresto Cabias, CFO

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

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

**Public Comment
(Item II.)** None.

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

**Update on the
District's financial
operations. (For
discussion only.) No
action will be taken.
(Item IV.)** Chair Rogers introduced CFO Floresto Cabias, who noted the details on his presentation are unaudited, as the District is in the midst of its annual audit. As it is early in the new Fiscal Year, the presentation includes complete info for Fiscal Year 2022 (FY22). Consolidated sales tax (CTX) revenues were up every month throughout the entire Fiscal Year (FY) as compared to the prior year. At the beginning of the year, in July, the increase was an all-time high of 31 percent. However, the rate of increase started trending downward in March, and in the last month of the year it was 9.5 percent over the prior year. CFO Cabias said that is still a solid increase over the same month the prior year, but staff is keeping a close eye on the trend.

CFO Cabias said property tax collections are more stable. \$54.7 million was collected in FY22, which was higher than budgeted, and a significant increase from FY21. \$59.2 million is expected in FY23. CFO Cabias explained that concerns regarding the real estate market are more related to residential real estate. However, the District also receives revenues from commercial real estate. There are many current and new projects that will contribute significantly to the District's property taxes.

Chair Rogers asked how the downward trend in CTX impacts FY23 projections. CFO Cabias said \$30 million is budgeted for FY23, and \$29 million was collected in FY22. So far we are on track, but if things go in the other direction the District might receive \$29 million in FY23, a

**Minutes - Board of Trustees' Finance and Audit Committee Meeting
September 20, 2022
Page 2**

million dollar shortfall. He explained the budget is designed to be prepared for potential shortfalls. There will be a healthy ending fund balance that would allow the District to continue operating and to support large projects like the West Las Vegas Library.

CFO Cabias moved on to the expenditure categories. He explained the budget is actually prepared in March every year. If we save more than expected in FY22, it actually contributes to a higher ending fund balance in FY23. If we estimate too much of a savings in FY22, it offsets the potential savings expected for FY23.

\$38.7 million was spent in Salaries and Benefits expenditures in FY22, compared to \$38.9 million budgeted, a \$173,000 savings. Actual spending in Supplies and Services was \$13.4 million, but \$12.8 was estimated for FY22 expenditures in the FY23 budget. The difference of \$657,000 in unexpected expenditures would reduce the savings projected for FY23. Capital Outlay expenditure was \$9.7 million, although \$10.5 million was budgeted. The \$761,000 savings offset the \$657,000 overage. Altogether the numbers are pretty close to what was expected in net savings.

As there were no questions, CFO Cabias stated a detailed report of work performed regarding Internal Controls Over Cash Handling was provided to the Board of Trustees in the Financial Services Board packet in August. Financial Services (FS) staff performed walkthroughs and reviewed checklists of procedure programs with branch staff, and no exceptions were noted. Branch visits will continue in FY23. During more recent branch visits, minor exceptions were noted. An example was the opening and closing branch funds verification procedures. This is not something that would be reported to the Executive Director and the Finance and Audit Committee unless a trend is noticed that raises a red flag needing corrective action.

The Annual Summary of Review of Operational Controls was provided to the Board on the FS report in September. An example is the procedures reviewed for daily cash reports. FS is more concerned about operational procedures than loss. Risk of major theft is not an issue, as each branch has a minimal amount of money - less than \$4,000 total for all branches combined. Following proper procedures and controls also protects staff.

CFO Cabias went over a new report regarding a recent review that FS performed over Small Equipment. He explained the threshold for Capital Equipment in the financial statements is \$5,000 for long-lived assets. Assets under \$5,000 are not tracked, but procedures are needed for theft-sensitive items. FS worked with Library Operations and found there are multiple lists that branches have, which FS recommends should be consolidated to make things more efficient. Another recommendation is that items over \$300 should be tracked.

Chair Rogers concurred with the recommendations, and said inventories should be done annually. CFO Cabias explained that during the small equipment inventories, FS staff found several items worth over \$5,000, which should have been capitalized, but were listed as small equipment. So, FS staff may be doing reviews more often. Chair Rogers said he supports having a process for disposal and transfer of assets as well.

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Page 3

CFO Cabias said FS will meet with the Administration Team (A-Team) to identify other areas where improvements can be made from financial and operational standpoints. Working with the A-Team and the Executive Director, implementing such procedures could contribute to efficiently reaching Playbook goals.

CFO Cabias then noted various external reviews and audits of the District. The Deferred Compensation Plan was last audited by the County in 2020. The Public Employees Retirement System (PERS) audit was last done in 2018. One minor exception was found and the correction was made. The workers compensation insurance broker audits the premium payments. The State of Nevada Department of Education performs reviews of the District's Literacy programs. The last monitoring visit was in 2021, to determine whether the Literacy Department is meeting its goals and the support function is performing as expected, and that reporting is being prepared by FS properly. The District was commended for the work being done by the Literacy Department.

CFO Cabias acknowledged the work done by the FS team. Sr. Accountant Justin Tully, a certified fraud examiner, led a lot of the internal audit work. The department's other Sr. Accountant is a former auditor, and the new Accounting Manager is a certified fraud examiner and CPA. Including himself, more than half the staff are auditors and plan to expand internal auditing work going forward.

Trustee Waugh gave kudos to the team.

Chair Rogers recommended that the Finance and Audit Committee be made aware of any external reviews in advance, as well as after the results are issued. He closed by stating the team is doing great work.

Public Comment
(Item V.)

None.

Adjournment
(Item VI.)

Trustee Benavidez moved to adjourn the meeting. There was no opposition and Chair Rogers adjourned the meeting at 3:26 p.m.

Respectfully submitted,

Dr. Keith Rogers, Committee Chair



ITEM VI.A.

MEMORANDUM

DATE: September 30, 2022
TO: Board of Trustees
FROM: Kelvin A. Watson, Executive Director
SUBJECT: Executive Director's Monthly Report, October 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' October 13, 2022 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Presented to the Nevada DMV Special License Plates Commission on a Library District license plate design and the impact that the Library District has on the community. The decision is still pending.

Attended demonstration meeting with Interplay Learning, along with other LVCCLD staff and Workforce Connections staff.

Attended the National MS Society Dinner of Champions along with Workforce Connection Board members.

Attended the College of Southern Nevada 50th Anniversary Celebration/ GALA: Gold Standard Celebration.

Met with Boy Scouts of America Director of Marketing and Development, Carrie Nelson and other leadership along with Matt McNally.

Attended the Las Vegas Metropolitan Police Department Foundation Black Giving Circle Mixer.

Selected as a guest speaker for the Hope for Prisoners Graduation to address the graduates.

Attended the Aviators baseball game for the LVCCLD Foundation fundraiser and song take me out to the ballgame with some youth and teens of our community, during halftime.

Participated in the North Carolina Library Association as a speaker for the Librarianship and DEI panel.

Participated in the AT&T Digital Divide Focus Group session.

Attended the Angel Awards to honor those who have made an incredible contribution to the Southern Nevada community.

Attended the Good Scout Award Luncheon honoring Mark Davis of the Las Vegas Raiders.

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

- Met with Kevin Maas, New Library Regional Manager of LVCCCLD
- Attended the IMLS Empowering Citizens, Empowering Readers Virtual Event
- Participated in the ULC Weekly Directors Zoom
- Attended the Southern Nevada Enterprise Community Board Meeting
- Attended the 100 Black Men Las Vegas General Body Meeting
- Interviewed by Austin Meeker, MLIS student for a project- Governance Structure
- Attended the Library Operations Meeting
- Participated the Workforce Connections Board Chair & Board Member Interviews
- Attended Library Directors Monthly Call
- Attended the monthly grant meeting
- Participated in TLA panel presentation prep
- Attended the 13th Annual Constitution Day Celebration at West Charleston Library
- Met with Tom Jacobson of Innovative Interfaces
- Met with Envisionware
- Attended the LVCCCLD Foundation Board Meeting
- Attended the Power of Policy Luncheon sponsored by the Las Vegas Urban Chamber of Commerce
- Attended the Inaugural Tales and Cocktails Book club at Windmill Library
- Attended the DEIA meeting
- Represented the Library District at Cox Charities check distribution for \$2500 and photoshoot

- Attended the joint Workforce Connections Board & LEO Consortium Meeting
- Attended the Las Vegas Executives Association Breakfast/ Active Shooter Seminar
- Participated in Hip Hop Team Meeting
- Attended Memorial Service virtually for Julie Hunter

*Also, please find attached Playbook 2026 updates presented by each department.

Las Vegas-Clark County

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Financial Services 2022 – 2023

Playbook



Floresto Cabias
Chief Financial Officer

Financial Services (FS) Overview

Activities

- Performs:
 - Payroll
 - Accounts Payable/Receivable
 - Budgeting/Financial Reporting

Functions

- Develops:
 - Financial Plans/Policies
 - Operation Guides
 - Communication Devices

Playbook 2026 Goals (Starting Line)

Promote Financial Transparency/Engagement

- Develop budget tools
- Increase Finance and Audit Committee meetings

Make Financial Information Comprehensible

- More visits to branches and departments
- Incorporate analytics into capital spending

Implement Technology to Provide Efficiencies

- Partner with financial institutions to explore new services
- Upgrade financial management systems

Playbook 2026 Goals (Accomplishments)

Promote Financial Transparency/Engagement

- Earned Government Finance Officers Association's Distinguished Budget Presentation Award
- Held more Finance and Audit Committee meetings

Make Financial Information Comprehensible

- Refined budget information to a more digestible format for external users
- Made visits with the help of library operations team members to review and improve control procedures

Implement Technology to Provide Efficiencies

- Completed preliminary planning with Wells Fargo to implement a purchasing card program
- Improved training and procedures for using the financial management system across the District

Playbook 2026 Goals (Going Forward)

Financial Plans/Policies

- Design processes that identify evolving organization-wide factors that influence decisions
- Combine financial and operational data to enhance financial plans

Operation Guides

- Collaborate with department heads to identify risks and areas for improvement
- Relate operation metrics to financial goals

Communication Devices

- Create a bridge using Financial Services team members
- Continue developing tools to improve financial reporting

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Thank you!

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Information Technology

POST GAME UPDATE

A close-up photograph of a person's hands working on the internal components of a computer tower. The person is using a screwdriver and a flashlight to illuminate the hardware. The image is tilted and partially obscured by a purple and orange geometric design.

Albert Prendergast
Chief Information Officer

2026 PLAYBOOK PLAYS (1)

TECHNOLOGY PLAN

- Track progress of the Technology Plan, which includes new technologies for the branches and technologies to support services identified in the Master Facilities Plan, such as Makerspaces, Computer Centers, Homework Help Centers, etc.
- Adjust the Plan accordingly to address new challenges and opportunities.
 - West Las Vegas Computer Center expansion
 - Replaced digital signage solution at CH and MQ—Many of these projects under Powerful Platforms

Pre-K and K-12 SUPPORT

- CBS & ER will implement solutions such as Community Share and Axis 360 to support K-12 by removing barriers to access of library resources.
- ER staff will assist K-12 students with creating Treehouse and IXL accounts and promoting homework help services, such as Brainfuse.
- IT will provide technical support and CBS will provide supplies for STEAM learning, using Ozobots, Makey-Makey, Cubelets, etc.
- CBS will provide a responsive collection to help students find a wide breadth of materials.
 - Implemented Axis 360/ Community Share with CCSD
 - Over 1,000 Playaway tablets (Pre-K to 2nd Grade) delivered to branches
 - Added Comics Plus database
 - Added Nintendo Switch to the collection
 - Added 100 STEAM kits to rural branches for in-house programming
 - Adding over 100 STEAM kits to urban branches
 - Adding over 2,000 toys added to the collection this year
 - Adding zSpace AR/VR systems

2026 PLAYBOOK PLAYS (2)

- Pre-K and K-12 SUPPORT (continued)
 - CBS will provide a responsive collection to help students find a wide breadth of materials.(continued)
 - Adding Nintendo Switch Lite consoles
 - Adding over 1,000 more Playaway LaunchPad tablets
- ADULT EDUCATION SUPPORT
 - Provide technical support and technology initiatives for STEAM learning, such as 3D printing, laser engraving machines, etc. to introduce new technologies to customers.
 - Provide technical support and technology initiatives for the Adult Learning Program by collaborating with ALP staff to support online testing, language learning, etc.
 - Provide responsive collections and online resources to help promote workforce development provide a diverse collection to engage different ethnic, religious, and other groups.
 - Implemented CloudSource Open Access database with ebooks, journals, etc.
 - Implemented Instant Digital Cards for RTC partnership
 - Implemented Reciprocal Lending Agreement with Henderson Public Libraries
 - Adding Playaway LaunchPads
 - Implementing Neighborhood Collections for senior facilities
 - Considering adding Consumer Health Equipment to the collection
- EMPLOYMENT AND CAREER PATH SUPPORT
 - Provide online resources, such as VetNow and JobNow, to assist customer find assistance with employment.
 - Provide public access computers and Wi-Fi access to help bridge the digital divide and aid those seeking employment or reemployment.

2026 PLAYBOOK PLAYS (3)

- EMPLOYMENT AND CAREER PATH SUPPORT (continued)
 - Provide printing, scanning, faxing, and copying services to help job seekers find employment.
 - Implemented new mobile printing solution
 - Simplified the Unfiltered Wi-Fi access process
 - Redefining and implementing new 3D printing model
- BUSINESS DEVELOPMENT
 - Provide online business resources to help entrepreneurs research and find resources to start a new business.
 - Provide cost-effective printing, scanning, faxing, and copying services to help new small business conduct their operations.
 - Implemented Library Document Station Translation Services
 - Implemented duplex printing on all public printers
- WELCOME PLACE
 - Provide access to technologies and collections for learning and entertainment.
 - Provide kits to support book clubs to help support a “community” of readers.
 - Implemented BiblioBoard to allow customers to create, share, and discover local content
 - Added more video games to the collection and more book club kits for the branches
 - Implemented Auto-renew options for expiring library card and due items
 - Added Education.com and LawDepot via the Libby App
 - Added more book club kits with more titles
 - Added SMS Notifications for customers

2026 PLAYBOOK PLAYS (4)

○ CLOSING THE DIGITAL DIVIDE

- Implement a tablet computer vending pilot lending program to allow disadvantaged customers to come into the digital age and increase their comfort-level with technology.
- Increase the number of hotspots available for customer checkout to provide home connectivity to disadvantaged customers.
- Provide public access computers and Wi-Fi access to get online for collaboration and communication
 - Implement TV White Space to push wireless network access into the outlying branches to allow residents to access the Internet.
- Investigate the possibility of implementing a Technology Bus to help bring technology to underserved communities.
- Implement a pilot technology “petting zoo” to allow customers to “play” with different technologies to increase their proficiency and comfort level with technology.
 - Pilot testing iPad and Android tablet vending machines
 - Completed hotspot transition from T-Mobile to Verizon to improve coverage and performance
 - Implemented the Smartphone Lending Program
 - Partnering with the County and State to bring fiber to outlying branches that don’t currently have
 - Distributing of 2,000 Chromebooks and adding more smartphones
 - Adding more Verizon hotspots
 - Implementing technology pilot “petting zoo” at multiple branches
 - Implementing Memory Labs at several branches
 - Implementing additional ADA service using JAWS for the visually impaired
 - Working with Nevada Assistive Technology Resource Center for additional ADA
 - services

2026 PLAYBOOK PLAYS (5)

○ POWERFUL PLATFORMS

- Replace end-of-life sorters for more efficient operations by staff and customers
- Finalize the Cashless Pilot Program at the East Las Vegas Library and expand to five other branches to meet compliance requirements and improve services to customers
- Implement new people counters using AI to more accurately measure branch visits for planning purposes
- Update the District technology infrastructure by replacing several end-of-life systems, including network switches and network diagnostic application
- Improve the District cybersecurity posture and prevent network breach
- Investigate the possibility of moving service to the cloud to reduce capital costs
 - Replaced sorters for Clark County and Enterprise/ Security Gates for Spring Valley and Sunrise
 - Implemented new cybersecurity solution for DNS and DHCP
 - Continue evaluation of the Cashless Pilot Program implementation at East Las Vegas
 - Continue migration to Office 365 cloud e-mail and SharePoint solution
 - Completed phase one of the new self-check implementation at urban branches, LA and MQ
 - Completed WAN migration to Cox
 - Phase two of the new self-checks project
 - Replace sorters for two branches and security gates for Clark County (final location)
 - Resume the Annual PC Replacement Project
 - Implement a new mobile app
 - Continue to investigate a new people counter solution

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Thank you!

Development Update

Meetings 65 + since February 18, 2022

Including, but not limited to:

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BOYD GAMING



HARRY REID INTERNATIONAL AIRPORT



2021-2022 Library District FUNDING

AWARDED GRANTS		
Grantor	Program	Amount
IMLS	Building the Childcare Sector	\$ 94,700
IMLS CARES	FFN/DCM	\$ 143,450
RTC	Bus Passes for Adult Learning	\$ 1,500
NSLAPR LSTA ARP	Playaway	\$ 139,999
IMLS ARP	Axis 360	\$ 50,000
BBTTC	Tech Refresh	\$ 10,000
FEMA	COVID 19	\$ 5,099
BBTTC	Annual Grant Renewal	\$ 60,000
Emergency Connectivity Fund	tablets	\$ 746,200
IMLS CARES	Cell Phones	\$ 200,000
FEMA	COVID expenses	\$ 197,846
Walmart @ Boulder highway	District programs	\$ 1,000
Sams Club @ Spring Mt	Teachers in Libraries	\$ 1,000
LSTA ARP	Digital Collection	\$ 234,000
Best Buy PR Campaign	Teen Tech Center	\$ 2,500
IMLS	Anytime Library	\$ 75,000
ALA Covid Relief Fund	Mobile Phones	\$ 20,000
NV Commission on Mentoring	EV CC tech mentors	\$ 3,000
TOTAL		\$ 1,985,294

PENDING GRANTS		
Source	Program	Amount
Clark County ARP-District	Devices and hotspots	\$ 3,400,000
State Recovery Funds	Teachers in Libraries	\$ 840,000
State Recovery Funds	Playaways	\$ 280,000
Dept. of Education	Adult Education	\$ 700,000
Englestad/Agassi Big Idea	Early learning hospital partnership	\$ 100,000
Emergency Connectivity Fund	Hot Spots for checkout	\$ 4,000,000
SUB TOTAL		\$ 9,320,000

Foundation Funding

AWARDED GRANTS		
Grantor	Program	Amount
MGM Corporate	Teachers in Libraries	\$ 44,000
NV Energy	Teachers in Libraries	\$ 7,500
Cox Charities	STEM @EN	\$ 5,000
SWITCH	West Las Vegas Tech Lab	\$ 15,000
City of Las Vegas ARPA	Teachers in Libraries	\$ 400,000
Windsong Trust	Teachers in Libraries	\$ 125,000
SUB TOTAL		\$ 596,500

PENDING GRANTS		
Grantor	Program	Amount
Clark County ARP-Foundation	Teachers in Libraries	\$ 840,000
MGM Resorts Foundation	Z Space VR equipment	\$ 120,000
Wynn Las Vegas	DCM passes	\$ 10,000
Cox Charities	Playaway Launchpads	\$ 5,000
Union Pacific	Author visits to West Vegas	\$ 25,000
SUB TOTAL		\$ 1,000,000

Philanthropy Marketing

Did you know you can rent space for your meetings from one of the Library's 25 locations?

Multi-purpose rooms, conference rooms, theaters, and more!
We welcome you—book your meeting now. Rental fees apply. Inquire online.

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Kevin Watson, Executive Director

<p>CONFERENCE ROOM 60</p> <p>CENTRAL HILLS LIBRARY BRANCH Multipurpose Room</p> <p>DETAILS BOOK ROOM</p>	<p>CONFERENCE ROOM 100</p> <p>CLARK COUNTY LIBRARY BRANCH Large Conference Room</p> <p>DETAILS BOOK ROOM</p>	<p>PERFORMING ARTS CENTER 399</p> <p>CLARK COUNTY LIBRARY BRANCH Main Theater</p> <p>DETAILS</p>
<p>CONFERENCE ROOM 80</p> <p>CLARK COUNTY LIBRARY BRANCH Paul C. Blau Theatre</p> <p>DETAILS BOOK ROOM</p>	<p>CONFERENCE ROOM 150</p> <p>EAST LAS VEGAS LIBRARY BRANCH Multipurpose Room 1</p> <p>DETAILS BOOK ROOM</p>	<p>CONFERENCE ROOM 300</p> <p>EAST LAS VEGAS LIBRARY BRANCH Multipurpose Room 1 & 2</p> <p>DETAILS BOOK ROOM</p>

You've got the vision, we've got the venue

Clark County Bar Association Members

With your library card, you can have **FREE** access to legal resources

lvccd.org/resources/law

#GetCarded
Las Vegas-Clark County
LIBRARY DISTRICT

SAMPLE ONLY

#GETCARDED
ATOURDISTRICTLIBRARIES

Hey Raiders Fans

Did you know that with your library card you have free access to **business and sports periodicals** and that the library has **meeting and conference spaces** available for rent?

- Periodicals
<https://lvccd.org/resources-types/magazines/>
- Meeting Room Rental
<https://lvccd.libnet.info/roomlist>

Support our library programs! Scan here

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#GETCARDED
AT OUR DISTRICT LIBRARIES

Hey Asian Chamber Members

Did you know that with your library card you have free access to **business and sports periodicals** and that the library has **meeting and conference spaces** available for rent?

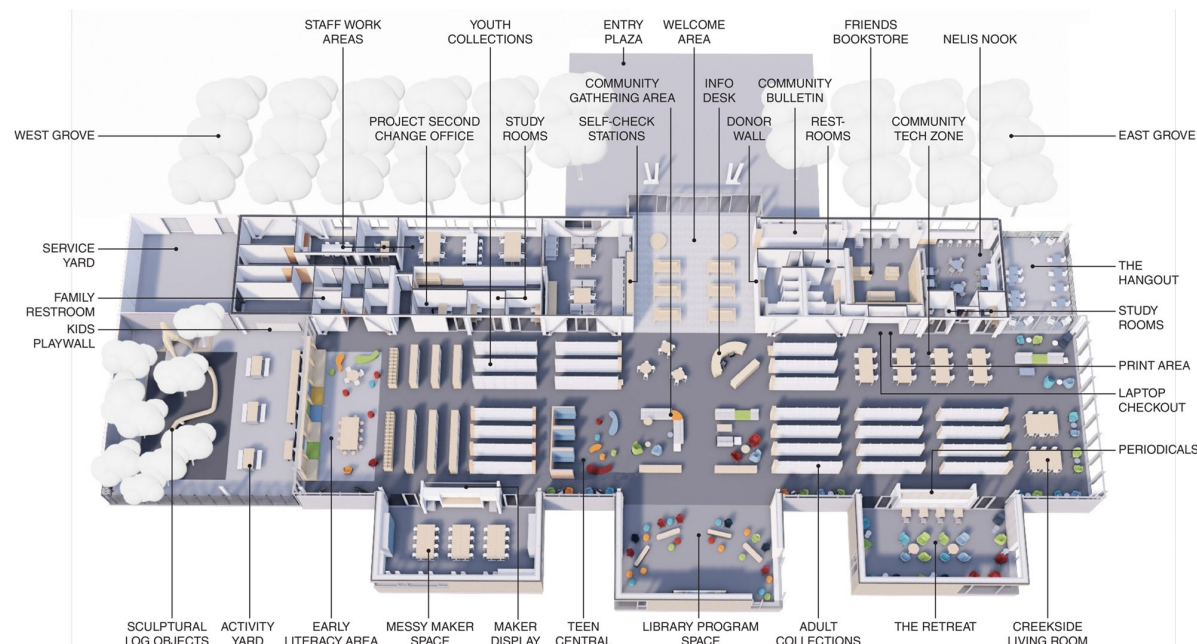
- Periodicals
<https://lvccd.org/resources-types/magazines/>
- Meeting Room Rental
<https://lvccd.libnet.info/roomlist>

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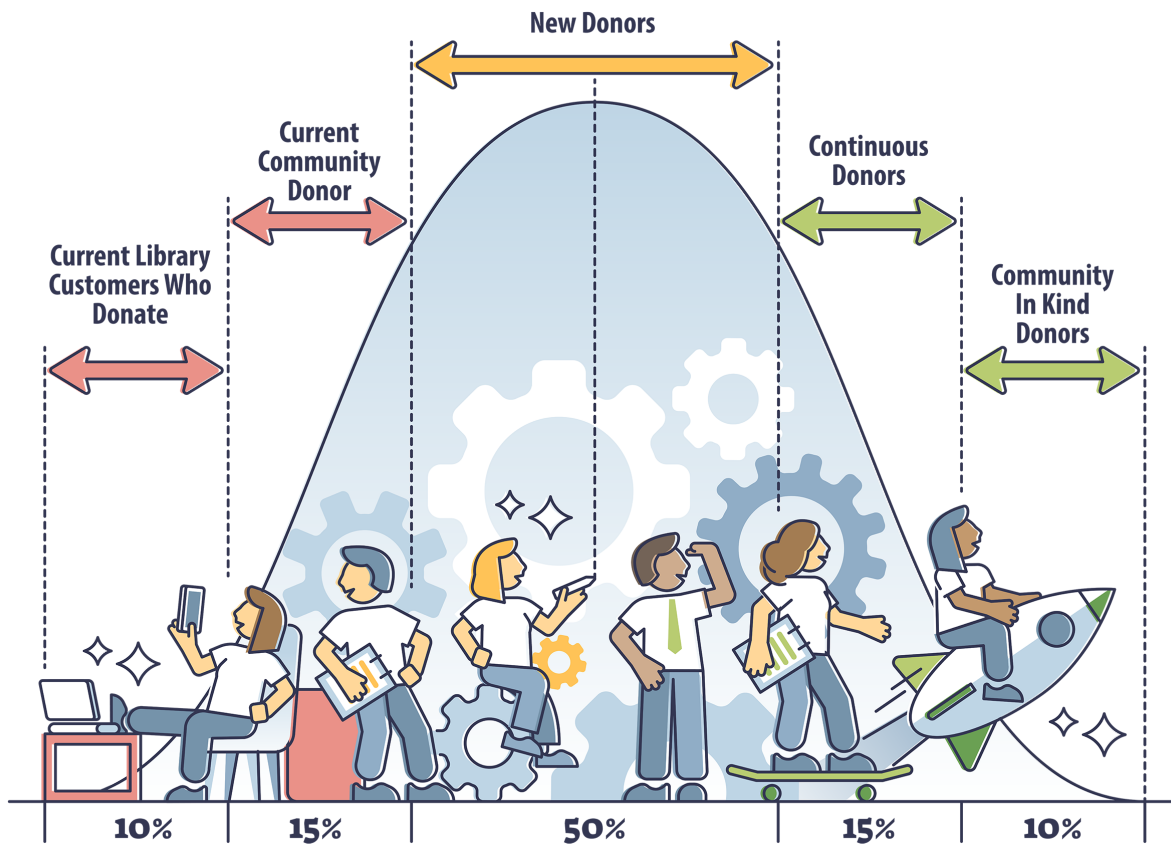
Orange Boy Integrated Marketing Campaign Mobile Ad presentation

Naming Opportunities and Fundraising Areas for major donors

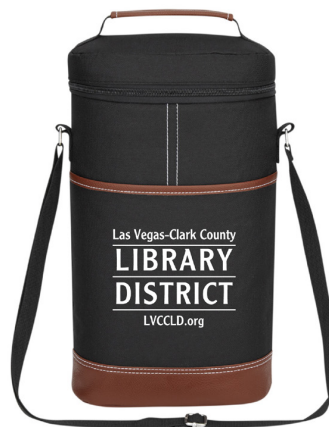
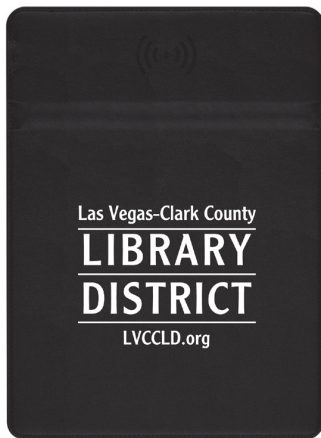


Brick program and recognition signage

Bell Curve



Branded Merchandise Recognition gifts



Back





Integrated Marketing Campaign Mobile Ad

Prepared for:

Las Vegas-Clark County Library District

May 13, 2022

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Mobile Ads - How it works?

As part of our Integrated Marketing Campaigns offering, the mobile ads or proximity target is one of the channels we use to execute the strategy.

Proximity Targeting

- Geotargeting technology allows clients send targeted messages to mobile users within defined geographical boundaries.
- A virtual perimeter is created around real-world locations using Lat/Longs, Addresses, Zip Codes, Cities, DMAs or States in the U.S.
- As mobile devices enter the targeted zone, our mobile ad partner will activate your mobile display ad for audiences within those geographical boundaries that are actively using an application in our network of 100K+ publishers.



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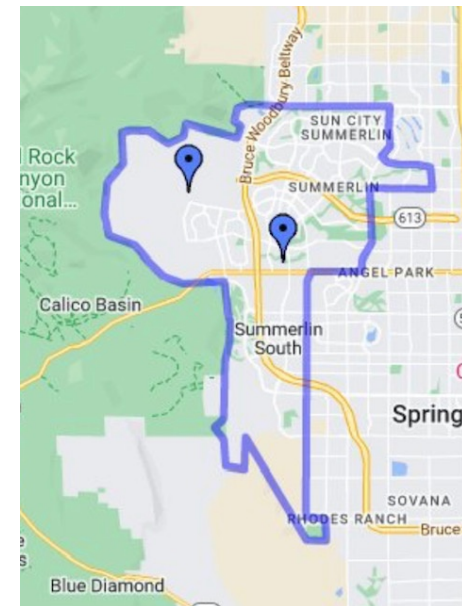


Selecting the target area

Based on your strategy and objectives, we will select the target areas by zip codes or miles radius that meet the criteria.

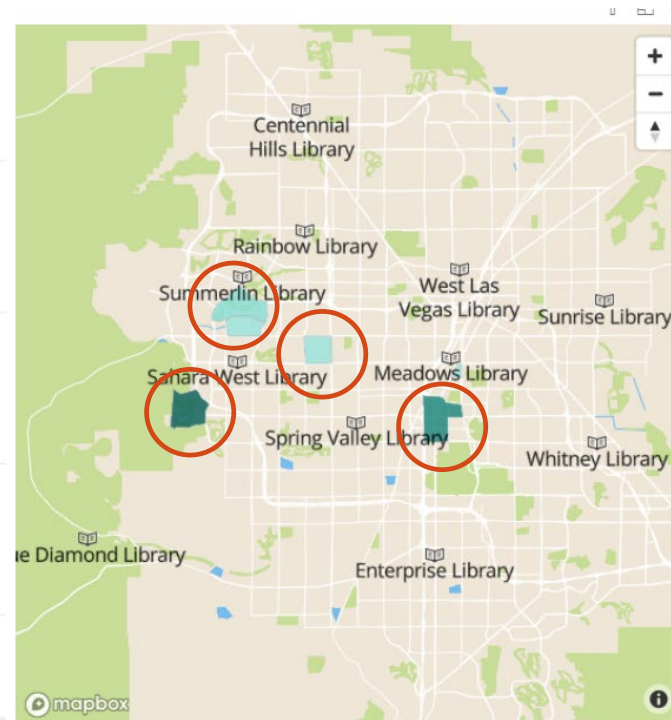
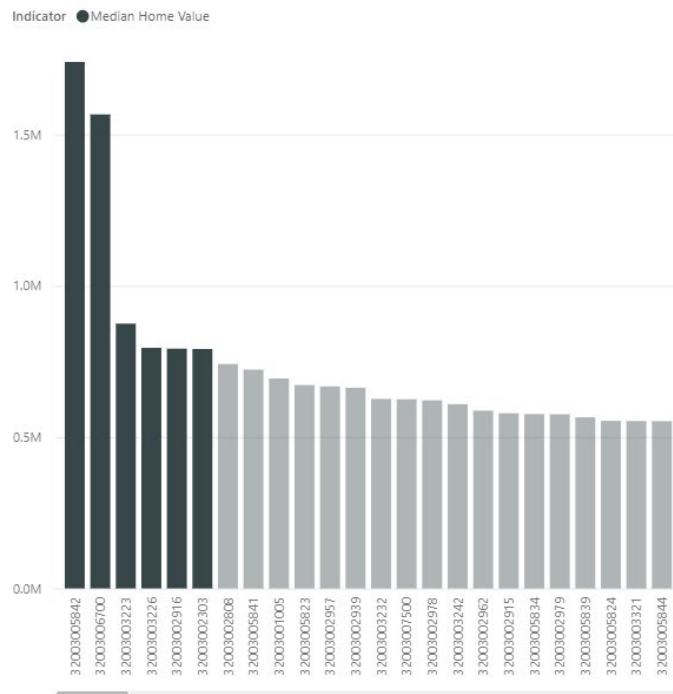
Examples:

- High Income Areas
- Areas near the library
- Areas with a large population of families
- And more!



Potential Campaign Target Areas

Areas with the highest Median Home Value



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Just for fun...





Kelvin Watson
Executive Director

Support these programs now!

Las Vegas-Clark County

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Library Operations

Post-Game Update

Leo Segura
Director



Las Vegas-Clark County

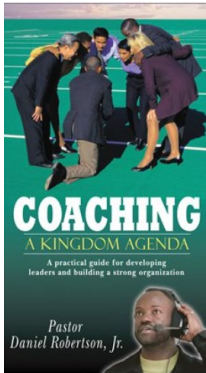
LIBRARY DISTRICT

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Team LO

The **Library Operations Department** oversees all branch operations including Adult Services, Youth Services, Circulation, and Computer Centers. In addition, Library Operations is responsible for providing services to inmates at the city of Las Vegas Misdemeanor Facility; and Call Center operations, which provides outsourced service for customers by phone.

Leadership Team Hired



67,503 New
Library Cards
issued

Storytimes
13,698
Customers
257,171

11,826
Adult
Programs

24,116
Volunteer
Hours

9,508,475
Circulation

20,626 Per
LO Staff

1,049,294 Internet Sessions
1,810 Computer Classes for
2,283 customers

Powerful People

The heart of the library is it's staff.

- **Implemented Regional managers**
- **Added promotional opportunities**
 - **Added Adult Service Department Heads**
 - **Apprentice Person-in-Charge (APIC)**
 - **Helped HR to develop and implement New Leader Onboarding**
- **Continued practice of hiring for current branch needs and not what was formerly allocated**
- **Streamlined communication regardless of location by**
 - **Combined Branch Manager and Outlying Meetings**
 - **Restarted routine meetings**
 - **Added Regional Meetings.**



Powerful People Plays 2022-2023

- **Implement Employee Recognition Program**
- **Help staff with additional training**
 - **Implement Current Person-in-Charge training**
 - **Continue to develop and implement New Leader training with HR**
 - **Roll out communication expectations updates**
 - **Develop Staff Professional Collections with the assistance of CBS for staff development and housed at Regional Hubs**

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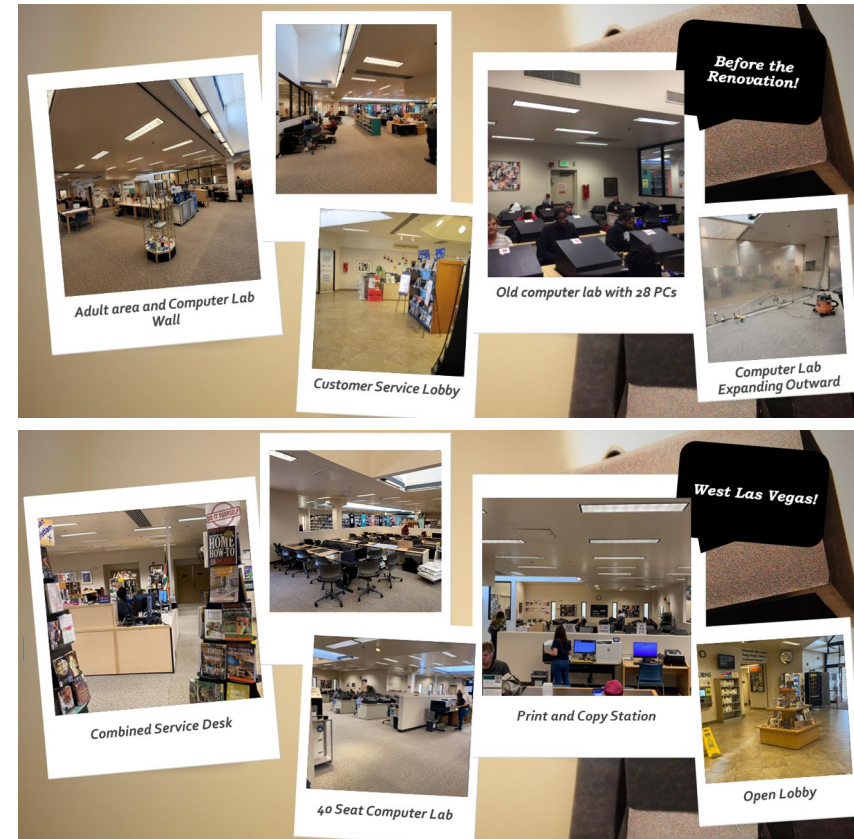
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Powerful Places

To better streamline and improve service and improve staff efficiency Library Operations will work with General Services and IT to implement consolidated service points at three locations this fiscal year; Centennial Hills, Spring Valley and West Las Vegas Libraries.

- **Branches were reimagined to better serve our current customers**
 - **West Las Vegas - consolidated Adult and Customer Service points, expanded computer lab, added Teen Center**
 - **Centennial Hills – consolidated Youth and Adult Service points**
 - **Rainbow – Added Teen Center & made minor Amphitheater updates**
 - **Purchased and implemented six (6) Ergotron Carts allowing staff to meet the customers where they are at**



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Powerful Places Plays 2022-2023

Continue to develop and implement Library Signature Events and Festivals

- Large scale events to bring locals to the library.
 - Celebration events such as Summerlin's Fall Festival can be tailored to specific events/groups as needed.

Encourage programs with community impact

- Rooftop bee hives provide pollinators for community gardens

Little Plays Big Results

- Encourage staff to continue community-based and local interest programming



Family Lotería



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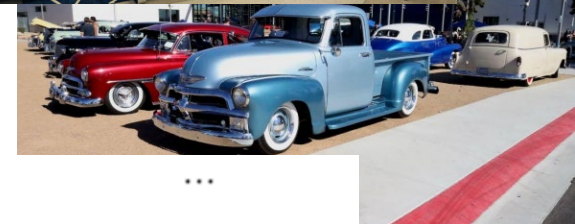
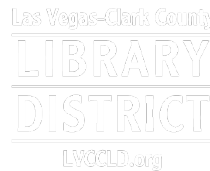
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Powerful Platforms

Goal: Library as a powerful platform that facilitates and leverages a wide variety of civic assets and activities to advance the goals and dreams of individuals organizations and communities.

Implemented

- **Biblioboard**
- **Staff-led Bookclubs**
- **Signature Programming like the Academia Hispana De Comunicacion and better support of existing programs like Summerlin's Fall Festival or Windmill's Mystic Fair**
- **Customer Appreciation**
- **Created teen-driven environments where teens feel confident to lead Project Based Learning**



★★★★★ 7/12/22

I love this library, and it has a great book club! I was in Hannah's book club from the first meeting and it was wonderful. I thoroughly enjoyed the books that were picked and the discussions were always lively, informative and entertaining. Hannah was great at leading the group when necessary while also allowing for natural conversational flow. I miss the club dearly since moving away!

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Powerful Platform Plays 2022-2023

- **Work with Executive Director, General Services, Development Director and IT departments on future planning for West Las Vegas Library.**
 - **Carryover - continue Multi-year project with General Services, Library Operations and Branch Staff are working together to plan programming and space needs for a new branch.**
 - **Review staffing needs based on programming for new library**
 - **Train staff on new models and types of service like our business center etc.**
- **Implement Amnesty Program to coincide with Library Card Sign-up month**
- **Implement additional STEAM and Technology working with IT/CE and Branches**
Example: zSpace and VR/AR Training
- **Virtual programming training – work with CE to ensure that we have a core LO staff group responsible for the creation and implementation of virtual programming**

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Powerful Partners

Goal: Connect Kids with brain building resources at branch libraries.

- **Branch Staff will work with Development and Planning Director and Youth Services Manager to facilitate tutoring and homework help.**
- **Staff supported over 5,755 Homework Help visits and over 4,553 kids were connected with a tutor.**
- **Branch Staff will work with Development and Planning Director and Youth Services Manager to implement Teen space programming to support STEAM Studios and programming to support youth skill development .**
- **Trainers continued their Train-the-Trainer curriculum of STEAM at several branches.**
- **BBTT received an unexpected refresh grant from Best Buy \$15,000 and had a finalist in a national competition.**
- **Mesquite Library Partnered with the Mesquite STEAM Center bringing more opportunities to connect with youth**

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Powerful Partner Plays 2022-2023

Continue to work with partners to provide services outside the library and support bring programming

- **Implement partnership with Nevada Hand – Senior Living Centers**
- **Continue to support the partnership with Hope for Prisoners**
- **Continue to develop the Southern Nevada Regional Housing Authority Partnership**
- **Continue to develop Nevada Hand Partnership**
- **Implement Deposit Collections at Senior Centers to help change how we “library” at senior outreach events**

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Thank you!

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Community Engagement



Matt McNally
Director

Las Vegas-Clark County

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Playbook 2026 CE Power Plays

Powerful People

LVCCLD Staff • **Our Customers** • Congresswoman Susie Lee •
Congressman Horsford • Congressman Jeffries • Governor Steve Sisolak •
State Treasurer Zach Conine • **Local Elected Officials** • **Mike Strom** • Arash
Ghafoori • Catrina Grigsby-Thedford • Lisa Morris Hibbler • **Art Donors** •
Commander Haynes • **Ellen Galinsky** • Tracy K. Smith • Hilton Als •
Literacy Instructors • Joe Louis Family • **Nancy Olsen** • Malika Lees •
Geoff Schumacher • **Brandon Lewis** • Dr. Fermin Leguen • Mercedes
Krause • Chambers of Commerce • **Other Library Systems** • Kathi Thomas
Gibson • **Amanda Browder** • Chad Scott • **Dr. DeRionne Pollard** • Jennifer
Damico • Meggan Holzer • Victor Rodriguez • **Dr. Jesus Jara** • Dr. Brenda
Larsen-Mitchell • **Lisa Segler** • **KTNV** • Dr. Teresa Byington • **Astrid Silva** •
Dulce Valencia • Lawrence Weekly • Dr. Federico Zaragoza

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Playbook 2026 CE Power Plays

Powerful Places

Gallery community visits • Mind in the Making Workshops • Summer Challenge • CSN Classes • Mystic Fair • Chalk it Up! Art Festival • Capital improvement projects – lighting, sound console, televisions & projectors • Winter Reading Challenge • One-Stop Career Centers – Youth Hub • IMLS and Bezos Family Grants • Heritage Month Celebrations • Maker March • STEAM Month • Nevada Reading Week • Permanent Art Gallery Installations & Tour • Las Vegas Review Journal – Gold Best Art Galleries; Silver Best Arts & Culture Event for SM Fall Festival • Las Vegas Weekly Best Art Galleries • Vegas Valley Comic Book Festival • Indie Author Day Livestream • Creative Aging Grant • Teentober • Dia de Los Muertos • Crystal Bookmark Award • Venue & Equipment Replacement Plan • African American History Trivia Challenge • WV Conference Room renovation

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Playbook 2026 CE Power Plays

Powerful Partnerships

Armed Forces Chamber • City of Las Vegas • Clark County • CCSD • Three Square • SNHD • Inside Out Project • NV Dept. of Business & Industry • Legal Aid Center of Southern Nevada • RTC • Las Vegas Science Festival • Discovery Children's Museum • National Alliance on Mental Illness • Vegas Golden Knights • LV Lights FC • Pizza Hut • CSN • Cowabunga Bay • LVCCLD Foundation • Illuminarium • Get Outdoors Nevada • UNR Extension • Vegas PBS • Nevada Legal Services • CASA • SNRHA • Chase Bank • Nevada Mining Association • PIMA Medical Institute • AARP • The Shade Tree • Las Vegas Urban League • Bezos Family Foundation • Clark County Election Department • DRI • Broadway in the Hood • Impact NV • Nevada Hands and Voices • Hope for Prisoners • Children's Cabinet • Nevada Arts Council • Biznet • Opportunity Village • Signs of Hope • Asian Community Resource Center • Nevada Humanities • Las Vegas Chamber of Commerce Foundation • Southern Nevada Transit Coalition • Workforce Connections • TISOH • Poetry Promise • NevAEYC

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Playbook 2026 CE Power Plays

Powerful Platforms

Teens Work! • Ready for K Webpage • Youth Programming Diversity Committee • Biblioboard & Indie Author Project • Spanish Classes • COHS Graduation & Vendor • Virtual Programming Kits • Library Speakers Consortium • Chromebook Distribution • Study Rooms on Communico • Mountain Plains Adult Education Association Conference • Dare to Think Arts Summit • Vroom • KNPR/Desert Companion • Cell Phone Lending Program • PLA Conference • Transit Surveys • Programming and Event Prop Guidelines • Talent Release • Media Content License and Release • Youth Services Summit • Bus Route Maps • Follett Community Share • Beanstack • Statistics Revision Project • Alcohol Exemption Procedures • ASL Interpreter Procedures • Contracted Services Procedures • Apprenticeship Training

Playbook 2026 CE Power Plays

FY 22-23 Goals

Goal #1: Advantage Marketing

Program support • Business Engagement • Donor Funding

Goal #2: Virtual Programming

Quality vs. Quantity • YouTube • Ready for K page • Social Media

Goal #3: Facility Policy Review

Meeting Rooms • Performing Arts Centers • Contracts • Agreements

Goal #4: Unique Programming & Partnership Opportunities

Chef Jeff • Hospitals • Armed Forces Chamber • Digital Literacy •
RTC Campaign • Summer Challenge • Aviators • The Unknown

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Thank you!



General Services

John Vino
Director

Las Vegas-Clark County
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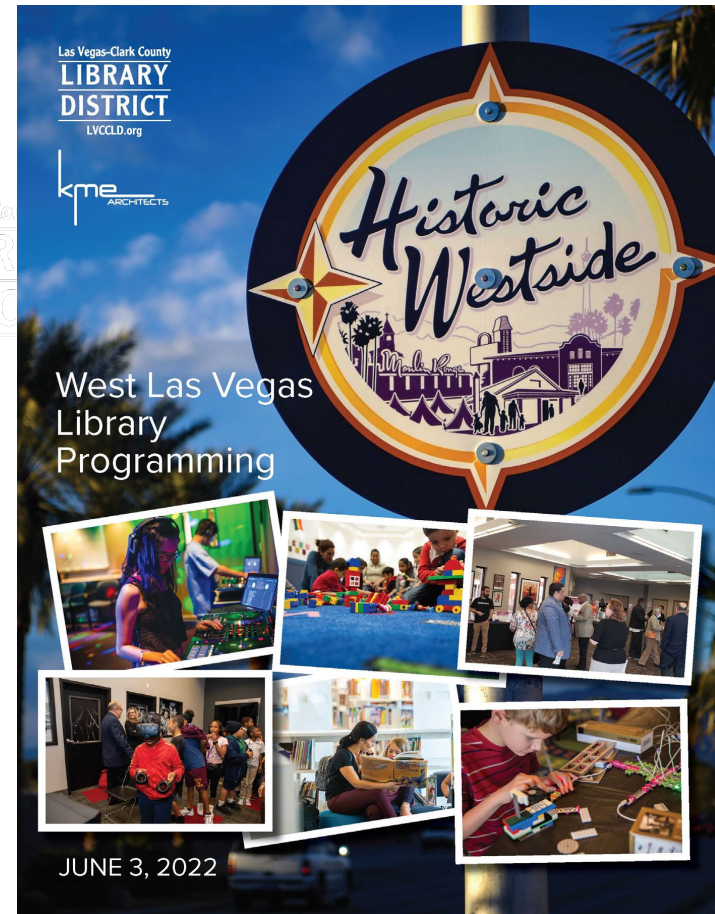
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GENERAL SERVICES

Post Game Wrap-Up

We appreciate the opportunity to share our completed and upcoming plays, our touchdowns and even some fumbles, as part of this post game wrap-up.

General Services remains committed to developing, supporting and operating sustainable, attractive, well-maintained, safe and secure facilities for the benefit of District patrons, staff and in support of the **2026 PLAYBOOK**.



Administration/Purchasing

2026 PLAYBOOK INITIATIVES/OBJECTIVES

- Powerful Partnerships - Increase our outreach to minority, disadvantaged and emerging small businesses.
 - We will identify minority, disadvantaged business and work with them to become listed on the Nevada Government Marketplace.

The successful migration of public bidding to NGEM – 345 Minority Businesses, 101 Disadvantaged Businesses and over 675 Emerging Small Businesses.

Powerful Places – Expansion of Teen Zones and Teen Tech Center - Collaborate with staff to provide innovative products for staff programs as well as equipment and furniture.

- Successfully supported WLV Teen Zone, MQ Steam Lab and a new West Charleston Teen Zone.
- Future Plays – Refresh @ SV, LA, WH, EN WC as well as all the bidding and design requirement for the new West Las Vegas Library as well as New Branding initiative.

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Courier Services

2026 PLAYBOOK INITIATIVES/OBJECTIVES

Powerful Platforms – in support of the District expand services with mobile kiosks and other Digital Library platforms, we will expand our delivery and service routes.

Supported District-wide initiatives:

- Three Square
- Chrome Book Distribution
- Foundation Book Sales

Powerful People – We will provide driver training to ensure staff safety and compliance with department procedures.

On-going, driver training will be an annual requirement



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Powerful Platforms and Partners

Library Kiosk Platform

Hope for Prisoners

MQ Steam Lab

The Chef Jeff Project

Youth Hub @ WC

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Safety and Security

2026 PLAYBOOK INITIATIVES/OBJECTIVES

For staff to feel empowered and valued they first need to feel safe and secure.

- **Powerful People** - Establish a culture of safety by working with staff to empower them to take action when needed and providing the resources to achieve results.
 - We plan to increase staff training, expanding CPR and AED classes to all staff who wish to participate.

Restarted and will be on-going.

- We will retrain all staff on active assailant procedures and policies.

Restarted and will be on-going.

- We will continue to provide enhanced cleaning and PPE as needed.

Built into our Janitorial Contract. Home COVID Tests.

Key Accomplishment – Renewal of our Security Officer Contract.



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Risk Management

2026 PLAYBOOK INITIATIVES/OBJECTIVES

Activities:

Risk management is the responsibility for identifying and mitigating risk inherent to the daily operations of the District.

- Identifying Potential Risk - Periodic inspections
- Minimizing Risk - Implementing procedures, controls, and programs
- Mitigating Risk - Investigating safety related incidents and taking corrective measures
- Transferring Risk – Insurance Policies

Powerful Platforms - Expand and implement our Cyber Liability Coverage and Media Liability coverage in support the District's expanding online and digital programing.

Add and expanded our coverage for these policies.

Powerful People - Empowering staff through training to identify and mitigate risk and hazards.

On-going mission - Restart our in-person Safety Committee Meetings and expand our branch inspection for safety related issues.

Fleet Services

2026 PLAYBOOK INITIATIVES/OBJECTIVES

Powerful Places and Sustainability

- Add Electric Vehicle to District Fleet.

Will be purchased in this fiscal year.

- Expand Electric Vehicle charging station by 5 additional stations.

On-going and in process.

- Expand Programing advertising on District Vehicles.

On-going - all new logos on all District vehicles.



Facilities Services

2026 PLAYBOOK INITIATIVES/OBJECTIVES

- Facilities Development
 - We will work with staff to identify immediate branch service needs and initiate innovative and cost effective solutions to provide those services. **Successfully completed over 11,600 Work Orders**
Breakdown – 6,722 preventative and 4,905 corrective work orders.
- Powerful Places – working with staff to create new Teen Zones and Teen Tech Centers. **Successfully supported - WLV Teen Zone, MQ Steam Lab and a new West Charleston Teen Zone.**



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Facilities Services

2026 PLAYBOOK INITIATIVES/OBJECTIVES

- Closing the Digital Divide

- Expanding the West Las Vegas Computer Lab from 24 computer to 36

Completed

- Increase patron access to convenience outlets and charging stations District-wide.

On-going

Upcoming Plays

- New Central HVAC plants for WC and EN.
- Fire alarm replacement at RB, EN, SV & SM.
- New roof at SV.
- New flooring at Laughlin.
- New YPL bathroom at WH.
- Parking lot replacement for Mount Charleston



Construction Administration

2026 PLAYBOOK INITIATIVES/OBJECTIVES

FACILITIES DEVELOPMENT

- Feasibility and Cost Studies for the new library branch locations.
 - **A new West Las Vegas Library**
 - Interlocal agreement with the City. **Completed**
 - Initiation of Programing Analysis. **Completed**
 - Selection of Architect. **Completed**
 - Secure three additional building sites for future libraries.
- On-going - **WLV, Northwest Regional Park and Cactus Point**



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Construction Administration

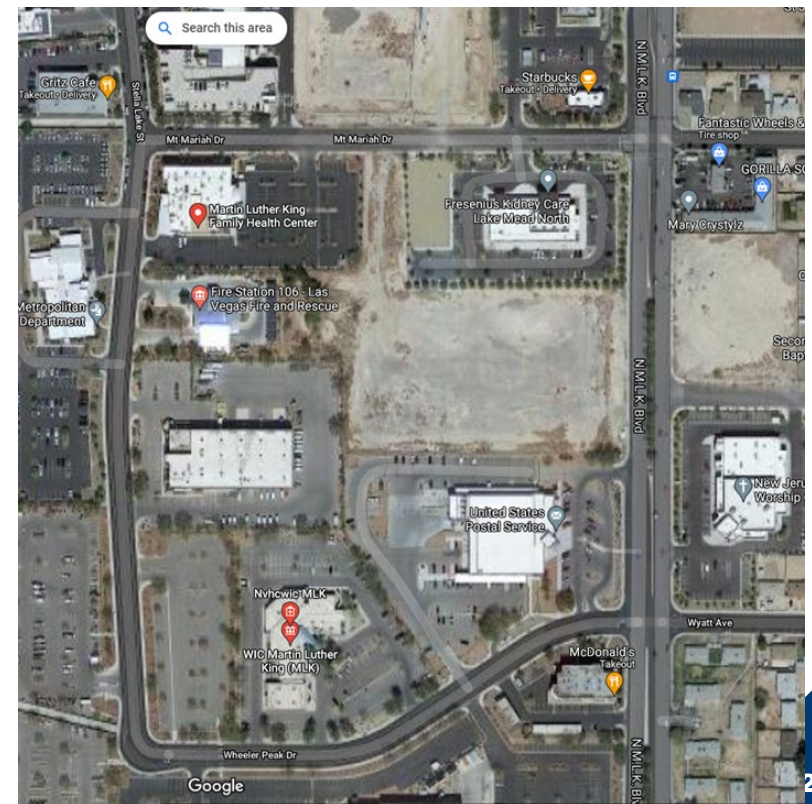
2026 PLAYBOOK INITIATIVES/OBJECTIVES

UCOMING FACILITIES DEVELOPMENT

Design of the new West Las Vegas Library

Management of Capital Renewal Program - FY23

- Renovation of the Spring Valley Library
- Renovation of the Enterprise Library
- Refresh of the Whitney Library
- Refresh of the West Charleston Library



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Branding & Marketing

Playbook
Post-Game Report
2021-2022

Betsy Ward
Director



> PREVENTING THE "SUMMER SLIDE"



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Supporting Playbook 2026

Amplify Our Strategic
Storytelling

desert
COMPANION



BIBLIO
COMMONS



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Highlights

**LAS VEGAS
REVIEW JOURNAL**
en español



**LAS VEGAS
REVIEW-
JOURNAL**



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Supporting Playbook 2026

Promoting Library Card Sign Ups throughout the year:

- Library Lovers' Month
- Summer Challenge
- Library Card Sign-Up Month



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Supporting Playbook 2026

**Award Entry Support &
Promotion to Spotlight
Your Work**



Art Galleries Win 2 Awards!



ALA Library of the Future Award Presentation



Kelvin with RTC CEO MJ Maynard



Windmill Staff and Kelvin

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Supporting Playbook 2026

Branding & Promoting Shared Partnerships

- RTC + OverDrive
- Vegas Golden Knights
- Las Vegas Lights FC
- Pizza Hut



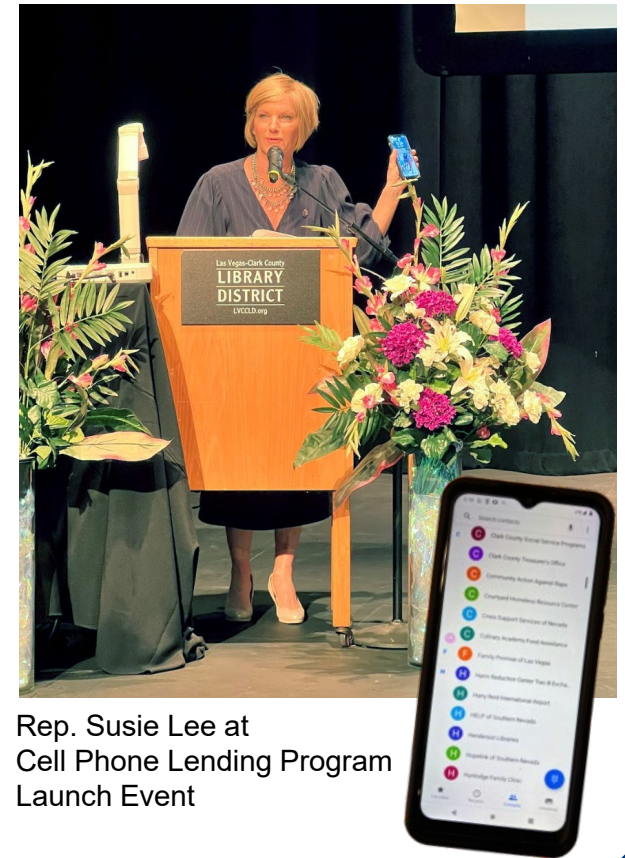
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Supporting Playbook 2026

- CSN Classes at East Las Vegas Library
- Cell Phone Lending Program
- Summer Reading Series with 100 Black Men of Las Vegas



Rep. Susie Lee at
Cell Phone Lending Program
Launch Event

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Supporting Playbook 2026

Branding Library District Programs



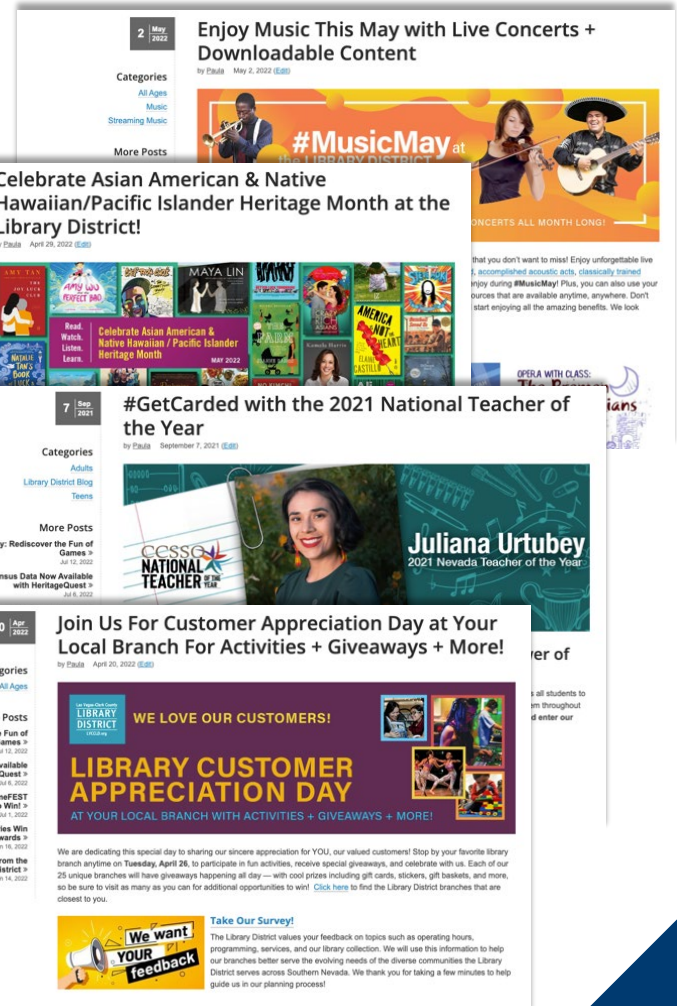
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Supporting Playbook 2026

Audience Pages & Blogs

New Pages Added:

- Music May
- Celebrate Asian American & Native Hawaiian/Pacific Islander Heritage Month
- Homework Help
- Customer Appreciation Day
- Celebrate The Holidays
- #GetCarded
- Axis 360
- LawDepot
- CloudSource OA
- Launchpads
- Comics Plus
- HeritageQuest



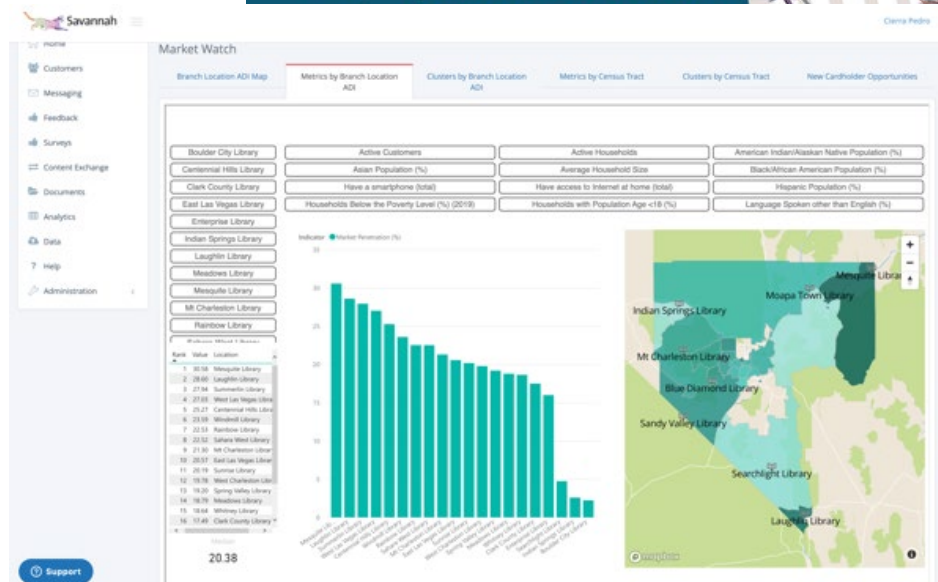
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Supporting Playbook 2026



Expanding Audience Reach

- What Unites Us: The Graphic Novel Promotion
- Orange Boy Email Marketing Software
- YouTube Live for Board Meetings
- Preparing to launch Virtual Programming
- LinkedIn



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Supporting Playbook 2026

West Las Vegas Library Communications Outreach



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PUBLIC INFORMATION / BRAND CAMPAIGN

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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 I'm a romantic, 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.

Age 44
Occupation: Librarian
Hometown: Chicago

Fact: She 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.

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

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 discussion 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 working 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. ♦

Photograph by Stephen Vose

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.

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The
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FREE TO BE



curious
connected
captivated
fearless
inspired
a trailblazer
yourself

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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.

The Library District
Las Vegas-Clark County

Visit the library in person or at TheLibraryDistrict.org and discover the power of a library card.



LIBREMENTE
curioso.

¿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, en donde los pequeños negocios y los profesionales necesitan apoyo, y donde encontrarás cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis.

The Library District
Las Vegas-Clark County

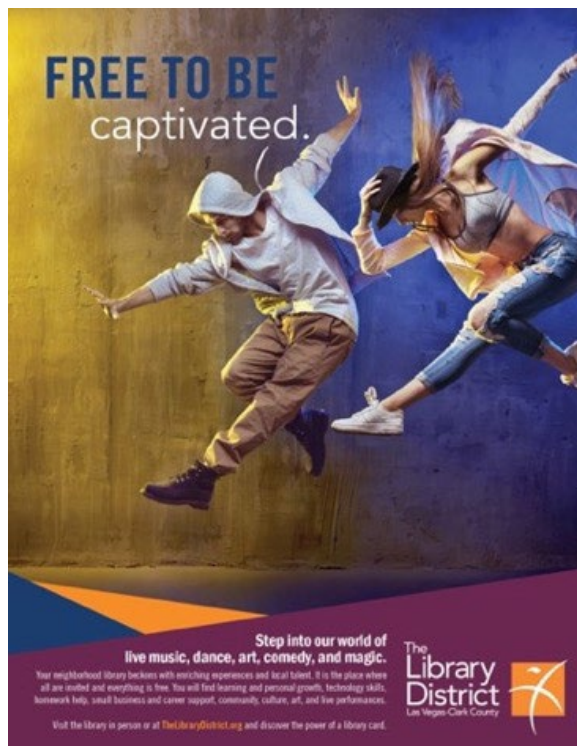
Visita la biblioteca en persona o visita la página TheLibraryDistrict.org y descubre el poder que te da la tarjeta de la biblioteca.

Spanish

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Campaign

English



Spanish

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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 and discover the power of a library card.

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LIBREMENTE
en familia.



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

Visita la biblioteca en persona o visita la página TheLibraryDistrict.org y descubre el poder que te da la tarjeta de la biblioteca.

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Spanish

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Campaign

English

FREE TO BE
fearless.

Believe you will succeed.
Your neighborhood library helps you to achieve that goal. 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 and discover the power of a library card.

The Library District
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LIBREMENTE
avanzando.

Cree que tú alcanzarás el éxito.
La biblioteca de tu vecindario te ayuda a lograr esa meta. Es un lugar para aprender y para el crecimiento personal, en donde los pequeños negocios y los profesionales reciben apoyo y donde encuentran cultura, arte, comunidad y espectáculos en vivo. Además, todo es gratis. Visita la biblioteca en persona o visita la página TheLibraryDistrict.org y descubre el poder que te da la tarjeta de la biblioteca.

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Spanish

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Campaign

English



Spanish

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Campaign

English



Spanish

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COLLATERAL & SWAG



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New Building Signage



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And now...

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Human Resources 2021 – 2022 Update (Post Game)



Jeffrey P. Serpico
Director

Human Resources (HR)

HR Programs and Key Activities

- Staffing (Recruiting, Selection, Employment)
- Employee/Labor Relations
- Compensation and Classification
- Benefits and Leave Administration
- Organizational Development (Training and Education)
- Human Resources Information Systems (HRIS)
- Workers Compensation and Unemployment

HR Mission

“Develop an organizational culture that drives employee engagement by attracting, selecting, and retaining the best people; engaging them in open and honest communication; and providing them with individual and team based growth opportunities in a Diverse, Equitable, Inclusive and Accessible environment.”

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HR Team Members

Abigail Rodriguez	Coordinator II
Joy LeFave	Coordinator II – Retired
Nancy Brandt	Coordinator II – New
Christopher Coligado	Coordinator III
Christine Dinino	Human Resources Manager
Cheryl Kranitz-Dykes	Special Projects - Retired
Deborah Lee	Coordinator I - Promotion from WLV
Glodia Thomas	HRIS Manager
Tricia Pavone	Benefits Manager
Ixchel Torres	Coordinator II – New
London Porter	Human Resources Manager – Voluntary Separation
Open	Employment Manager - New Title Open
Keeley Turner	Training and Development Manager
Jeff Serpico	Human Resources Director
Randi Walton	Temporary Recruiter

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**Powerful
Partnerships**

Powerful People

How Does HR Support the District's Strategic Plan?

Powerful Platforms

Powerful Places

2021 – 2026 Related HR Strategy and Goals

Related HR Strategy

“Be recognized as a Public Employer of Choice in Nevada”

Related HR Goals



1. Develop and maintain a competitive Total Rewards program
2. Develop, enhance and maintain intra-organizational communication methods and frequency to enhance employee engagement
3. Develop and enhance organizational and individual development opportunities
4. Evolve and champion a culture of Diversity, Equity, Inclusion and Accessibility (DEIA)

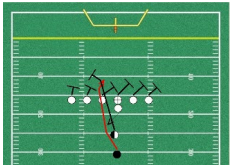
Goal 1: Develop and Maintain a competitive Total Rewards program

2021 - 2022

Conduct a direct and indirect compensation analysis to competitively benchmark the District's Total Rewards policies and practices against comparable organizations

Fiscal Year
Plays
(Objectives)

Review and explore feasibility of amending the 457 Plan and the Vacation & Sick Plan to allow (electively) up to eighty (80) hours of Vacation or Sick accruals to be deferred (pre-tax) annually



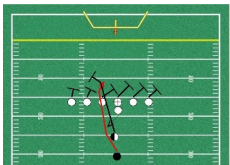
Develop and implement Employee Wellness Program (Phase 1) focusing on Mental/Behavioral Health and Nutrition

Develop a plan to revise our current Staff Day and Service Awards programs into an annual Employee Recognition Picnic for FY23

Goal 1 Update: Develop and Maintain a competitive Total Rewards program

2021 - 2022

**Fiscal Year
Plays
(Objectives)**



- Direct and indirect compensation analysis complete (Koff and Associates)
 - Indirect analysis presented to board April 2022
 - Direct analysis scheduled for Board September 2022
- Indirect compensation survey recommendation to reduce unfunded liability complete (Koff and Associates) – Board September 2022
- District Wellness needs assessment survey complete
- District Wellness program implemented March 2022
- Employee Recognition program LO drafted
- Financial Wellness program coordinated with 457 provider

Goal 2: Develop, enhance and maintain intra-organizational communication methods and frequency to enhance employee engagement

2021 - 2022

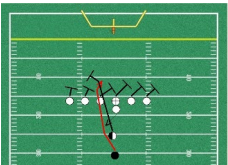
Conduct quarterly Labor & Management communication meetings

**Fiscal Year
Plays
(Objectives)**

Develop format and conduct two (2) bi-annual Town Hall meetings with the Executive Director

Leverage recently implemented Human Resources Information System (UKG) self-service functionality to enhance efficiency

Enhance Employee Benefits section on Voyager (Intranet) site

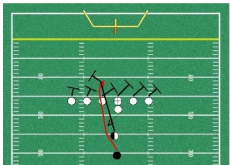


Goal 2 Update: Develop, enhance and maintain intra-organizational communication methods and frequency to enhance employee engagement

2021 - 2022

**Fiscal Year
Plays
(Objectives)**

- Quarterly Labor & Management Meeting (complete/on-going)
- Conduct bi-annual Town Hall meetings complete - Kickoff, Halftime (complete/on-going)
- UKG implemented and interfaced with Cadient (Recruiting system)
- Benefits section of Voyager enhanced: Wellness information; Benefits contacts; Leave payout chart; When benefits begin and end chart and information sheets



Goal 3: Develop and enhance organizational and individual development opportunities

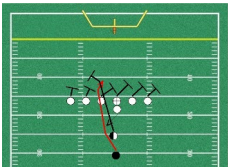
2021 - 2022

Introduce and develop organizational learning model (Pyramid)

Fiscal Year
Plays
(Objectives)

Develop and implement one (1) new Leadership Development class (New Manager)

Develop and implement one (1) new Organizational Development class (Customer Service)

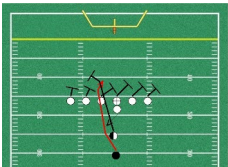


Identify opportunities to collaborate with external partners to enhance Leadership Development resources

Goal 3 **Update**: Develop and enhance organizational and individual development opportunities

2021 - 2022

**Fiscal Year
Plays
(Objectives)**



- Customer Service training complete
- Apprentice Person in Charge (APIC) training developed and first class graduated
- JD Circulation Department Head revised to recognize APIC training for supervisor requirement
- New Leader Onboarding (NLO) in development (carryover)
- Base of OD Pyramid:
 - Staff
 - New Employee Orientation
 - Customer Service
 - APIC Training ▲
 - Leadership
 - New Leader Onboarding (NLO)
 - ** 2nd level Person-in-Charge (PIC)

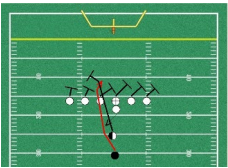
Goal 4: Evolve and champion a culture of Diversity, Equity, Inclusion, and Accessibility (DEIA)

2021 - 2022

Introduce new Diversity, Equity, Inclusion and Accessibility (DEIA) plan

Fiscal Year
Plays
(Objectives)

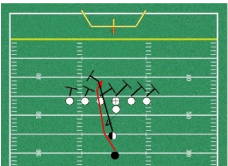
Implement FY 2021 – 2022 DEIA plan objectives



Goal 4 Update: Evolve and champion a culture of Diversity, Equity, Inclusion, and Accessibility (DEIA)

2021 - 2022

**Fiscal Year
Plays
(Objectives)**



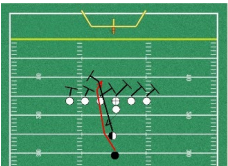
- DEIA Plan developed and presented to Board
- DEIA Survey providers screened for presentation to A-Team July 20
- Hispanic outreach plan developed
- Policy Committee
 - Attendance & Tardiness
 - Progressive Performance Improvement (Progressive Discipline)
- Guidelines Developed
 - Compensation market review (MOU)
 - Promotions, Lateral Transfers, Demotions, Re-classifications (MOU)

ADDED - Goal 5: Ensure quality outcomes by enhancing administrative effectiveness and efficiency

2021 - 2022

**Fiscal Year
Plays
(Objectives)**

- Implemented Victig (service) Background Checks (verifies past employment 10 years)
- Implemented Work Institute Exit Interview process and reporting
- Implemented UKG separation types
- Completed UKG integration (Phased)



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Key HR Reporting Tools – FY Summary

HR Dashboard

LVCCLD		FY 2021-2022 HUMAN RESOURCES DASHBOARD														
Metric		Quarter 1 of FY 2021-2022			Quarter 2 of FY 2021-2022			Quarter 3 of FY 2021-2022			Quarter 4 of FY 2021-2022			FY Running Total (RT) TOTAL FY 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			
A	Total Employees (Headcount)	620	610	604	602	612	607	612	609	605	645	645	NA	NA	615.55	642.36
B	Full-Time Employees 60 hours or more (Headcount)	313	314	317	316	319	320	324	326	329	335	336	NA	NA	322.64	309.64
C	Part-Time Employees 59 hours or less (Headcount)	307	296	287	286	293	287	288	283	276	310	309	NA	NA	292.91	332.73
D	Full-Time-Equivalent (FTE-District)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
E	Average Years of Service (District)	9.9	10.0	10.1	10.5	10.0	10.1	10.0	10.1	10.0	10.1	10.1	NA	NA	10.08	9.59
Talent Acquisition & Management																
F	Open Positions (Budget) = 778	158	168	174	176	166	171	166	169	173	133	133	NA	NA	162	136.00
G	Positions Posted (Approved to Fill)	11	16	17	12	10	17	10	8	18	5	21	NA	NA	13	7.00
H	Applications Received	414	829	540	586	205	554	455	466	800	251	887	5987	544	507.00	507.00
I	Interviews Conducted	7	16	13	14	14	13	7	16	17	14	9	140	13	5.55	5.55
J	New Hires	5	3	8	7	15	4	10	5	8	41	21	127	12	2.45	2.45
K	Promotions	4	4	5	6	4	7	8	7	8	5	4	62	6	3.73	3.73
L	Lateral Transfers	0	0	1	6	0	0	0	2	1	0	1	11	1	1.10	1.10
M	Demotions	0	0	1	1	0	0	0	0	0	1	1	4	0	0.55	0.55
N	Employees Successfully Completing Probationary Period	5	1	2	0	5	5	0	0	8	5	9	40	4	1.55	1.55
O	(1) Average Cost Per New Hire	\$19,886.00	\$2,698.00	\$25,019.00	\$26,076.59	\$ 39,596.61	\$ 10,045.99	\$48,301.69	\$19,797.99	\$34,516.17	\$ 105,392.19	\$101,262	\$432,592	\$39,327	\$10,366	\$10,366
Separations & Turnover																
P	Total Separations from Employment	8	12	13	10	5	10	7	6	10	11	14	106	10	10.00	10.00
Q	Voluntary Separations	8	10	12	10	5	9	6	6	9	9	14	98	9	9.45	9.45
R	Involuntary Separations	0	2	1	0	0	1	1	0	1	2	0	8	1	0.55	0.55
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%	17.19%	1.56%	1.6% / *17.61%	1.6% / *17.61%
T	Turnover (Without Page Positions)	0.81%	0.65%	1.49%	1.32%	0.65%	1.31%	0.81%	0.65%	0.98%	0.62%	1.23%	10.52%	0.96%	2.19% / NA	2.19% / NA
U	Annualized Twelve Month Turnover (Entire District)	15.48%	19.55%	21.64%	21.21%	18.93%	19.07%	18.31%	17.50%	17.76%	18.03%	18.76%	NA	18.75%	26.05%	26.05%
V	Vacancy Rate (Open Positions) / (Total Employees + Open Positions)	20.31%	21.59%	22.37%	22.62%	21.34%	21.98%	21.34%	21.72%	22.24%	17.10%	17.10%	NA	20.88%	17.49%	17.49%
W	Average Years of Service (Voluntary Separations)	1.5	2.5	5.6	7.9	2.1	8.9	6.3	7.8	6.8	6.7	7.0	NA	5.7	10.1	10.1
X	Average Years of Service (Involuntary Separations)	5.7	4.3	12.9	0.0	0.0	15.8	2.7	0.0	0.1	0.4	0.0	NA	NA	3.8	3.4
Training & Talent Development																
Y	Employee Attending New Hire Orientation	5	3	8	7	15	4	7	7	9	41	21	127	11.55	2.45	2.45
Z	Total Employee Training Encounters	173	27	178	77	108	144	22	60	129	91	131	1140	103.64	92.73	92.73
AA	Virtual	76	9	139	31	15	2	9	56	107	33	108	585	53.18	81.82	81.82
BB	Live On-Site	88	14	34	43	90	139	7	3	19	33	22	492	44.73	7.09	7.09
CC	External Conferences	9	4	5	3	3	3	6	1	3	25	1	63	5.73	3.82	3.82
DD	Total Training Cost	\$6,049	\$3,584	\$6,296	\$1,055	\$4,078	\$3,002	\$6,244	\$138	\$3,114	\$20,641	\$6,659	\$60,860	\$5,533	\$5,031	\$5,031
EE	Total Tuition Reimbursements	\$0.00	\$0.00	\$2,000	\$0.00	\$0.00	\$1,973	\$5,000	\$ 4,000.00	\$0.00	\$0.00	\$3,489	\$16,462	\$1,497	\$3,193	\$3,193
FF	Undergraduate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,973	\$1,000	\$0.00	\$0.00	\$0.00	\$441	\$3,414	\$310	\$652	\$652
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	\$13,048	\$1,186	\$2,541	\$2,541
HH	(2) Annual Required Compliance Training Completion	98.5%	97.20%	97.80%	97.70%	97.20%	97.20%	92.30%	92.30%	91.70%	92.30%	NA	NA	95.58%	NA	NA
Benefits & Wellness																
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	2	1	1	1	0	1	1	1	1	4	4	NA	NA	1.55	5.00
JJ	Total Leave Hours Utilized	104.00	80.00	80.00	80.00	0.00	80.00	80.00	80.00	80.00	320.00	278.00	1262.00	114.73	269.09	269.09
(1) 8% of Base Salary if less than \$35,000 & 10.5% of Base Salary if Greater than \$35,000 (Source SHRM 2020)																
Restate = Yellow																
(2) January 21 - Begin new compliance training cycle.																
* Annual																

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Thank you!



ITEM VI.A.1.a.

MEMORANDUM

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

FROM: Leo Segura, Library Operations Director

DATE: September 30, 2022

SUBJECT: Library Operations Report, October 2022

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

POWERFUL PEOPLE

- Library Operations would like to welcome two (2) Branch Managers; Lenika Coleman for West Las Vegas Library and Robbie DeBuff at Centennial Hills Library.
 - **Branch Manager Lenika F. Coleman** joined **West Las Vegas Library** from the Spring Valley Library where she was the Assistant Branch Manager. She then served as the Assistant Branch Manager and later became the Acting Branch Manager for West Las Vegas. She has a Bachelor's degree in Business Administration from Florida A & M University "FAMU" and an MLIS from the University of North Texas. She has been with the District since 2002 and has worked in Circulation and Adult Services. She was a Training Ambassador pre-pandemic and assisted with internal staff training, including the new hire orientations and customer service workshops.



Some of her accomplishments include opening the Community Resource Center at Spring Valley, being featured in the library's customer service video at the last Staff Day, and representing the library in a news segment to highlight the Summer Reading program in 2019. She currently serves on the Diversity, Equity, Inclusion, and Accessibility committee and served on the Big Read: Reading Las Vegas and Staff Day committees.

- **Robbie DeBuff** has a Master's Degree in Library Science (MLIS). She has a 2nd Master's Degree in Urban Leadership. She along with fellow students in her group won a Community Impact Award from the UNLV School of Public Policy and Leadership.



Library Operations Report
Page 2

Robbie DeBuff rejoins the Library District as **Centennial Hills' Branch Manager** after expanding on her experience and expertise in workforce development as a Project Coordinator for Workforce Connections for the past three (3) years. Robbie served as their library liaison, managing the One-Stop Operator contract, assisting with the design and implementation of one-stops and programs, and planning job fairs among other activities.

Robbie's work experience includes the former Las Vegas Art Museum at Sahara West Library, Circulation Assistant at Sahara West Library, West Charleston Library Assistant, Librarian at Enterprise Library, Assistant Branch Manager at Clark County Library, and Branch Manager at the Green Valley Library. Robbie also held a position as a Library Consultant for the Nevada State Library, Archives and Public Records where she served on national committees discussing topics relevant to all manners of libraries including policy, advocacy, continuing education and more. She also served as the President of the Nevada Library Association.

In her spare time, Robbie began work with Emporia University teaching a continuing education course about homelessness in libraries, along with help from Ryan Dowd, author of the book *The Librarian's Guide to Homelessness: An Empathy-Driven Approach to Solving Problems, Preventing Conflict, and Serving Everyone*.

- Library Operations concluded recruitments for one (1) Assistant Branch Manager, three (3) Adult Service Librarians, one (1) adult service assistant, one (1) Library Associate, five (5) Library Assistants, One (1) Teen Services Specialist, two (2) Multiservice Assistants, one (1) Customer Service Department Head, one (1) Customer Service Assistant, and four (4) Pages.
 - **Rachel Davis** accepted the position of **Library Associate** at the **Goodsprings Library**. Rachel started with LVCCLD as a page in 2011 and worked with CCSD as a Youth Service Assistant. Rachel has experience as a passport agent, program development and management, STEAM programming, community outreach and has actively cross trained in other library departments. She sees how the library associates and assistants create safe, educational, and friendly environments for their communities and looks forward to being a part of this effort.
- Meeting with Cyndi Shein, Administrator, Nevada State Library and Archives
- LO and HR worked together to standardize Library Associate hours and set open expectations for rural branches.
- Library Operations would like to say best of luck and best wishes to eleven (11) staff members moving on from the District in September.
- In August 2022, LVCCLD signed up **9,143 new library card** users, a 29.78% increase over the same period in 2021 and 23.6% more than pre-pandemic numbers.
- **Gate count** continued to improve overall with a 22.3% increase from August 2021 and totaling 73.4% of pre-pandemic numbers. **380,862** customers visited the library for materials, services, and programming during August.
- Staff answered **37,992 reference questions**, which was a 7.81% increase over 2021.
- **Volunteer hours** continued their increase as our volunteers logged **2,324 hours** of service to the Library District.
- **46 homeschool** sessions were logged.
- **213 curbside deliveries** were made to customers.
- Customers logged **49,531 Wi-Fi** sessions in August.

- Library Operations and IT Met with **Lance Ledet** from the Nevada Assistive Technology Resource Center (NATRC) regarding incorporating assistive equipment and software.
- Met with **Lewie Edmonson** regarding the **Men Who Cook** fundraising opportunity at CSN on October 15, 2022.

POWERFUL PLACES

- Library Branches improved overall **circulation to 901,293 items** for August 1029124 2022, a 13.52% increase over August 2021. We were nearly up to pre-pandemic circulation at 87.58% compared to August 2019.
- Windmill Library Staff in August processed **133 passport applications** and collected **\$5,457** in fees.
- **PC internet sessions** saw an increase of 7.05% over 2021, totals at **93,783**.
- **Las Vegas Misdemeanant Jail** circulated **1,652 items** and answered **36 reference questions**.
- Indian Springs Library
School Supplies Pop-up

At the Indian Springs Library, staff members discovered that they had collected quite the assortment of school supplies. Many of these were donations were from local community members, along with some supplies stored in the back room. Staff members Jett Reed and Julie Sawyer put the supplies out as a two-day school supply pop-up event, inviting the community to come in and shop. Indian Springs Library had 31 people attend across the two days



POWERFUL PARTNERSHIPS



- LVCCLD recently installed a UNLV kiosk at the Centennial and Windmill Libraries. The kiosk features UNLV and LVCCLD and will soon include additional information regarding wayfinding in specific libraries.
- Library Operations and Community Engagement met with the **Nevada Hand** to develop a partnership enabling LVCCLD to enter multiple senior centers to provide materials, resources, and services on a regular basis to their residents and staff.
- The Library District is participating in the **"Men Who Cook, 2022"** fundraising event supporting our community partner, **Mastering Mindsets**. Our team consists of **CIO Al Prendergast, BM Billy Allen, and YS DH Larry Johnson**. We will be conducting a standard library outreach at the event and presenting a tasting of banana pudding cheesecake. We will have a few table prizes and will be doing a library card sign-up and talking about TeenTober and other upcoming events.
- Clark County reached out to re-establish services for the Detention Center and North Valley Complex. The Interlocal Agreement codifying



Library Operations Report
Page 4

the partnership will be presented to the Board in October and the Clark County Board next month.

- Clark County/LVCCLD Digital Equity meeting

POWERFUL PLATFORMS

- Meeting with HR and Branch Managers to implement the EmployNV Youth Hub Work Experience (WEX) program at six (6) branches. The WEX program is a way to connect young job seekers to employers who have open positions. The program uses federal dollars to cover the job seeker's liability insurance and wages for 30 to 90 days while they work at a pre-approved worksite.



- Spring Valley Library collected and provided hygiene kits for youth as they started out their school year.
- Spring Valley is also where you can learn Korean which comes in handy when attending their annual KPop celebration!



- Hogwarts Day at Spring Valley - Flying Keys Terrarium take and make. Capture your own flying key like those featured in The Sorcerer's Stone!
- Vinyl Records Listening event at Sahara West Library. Sahara West is working with Collections and Bibliographic Services to further develop the possibility of vinyl in the library.
- SANDI Grant – software upgrade completed and a project update was sent to Branch Managers and Library Associates regarding upcoming training and curriculum development. Sandi- deploys VR headsets with training and ties to the Nevada Career Explorer.
- Tales and Cocktails, the Library District's first after-hours book club took place on Friday, September 23rd, from 6:30 – 8:30 PM at the Windmill Library. The event featured the book **The Great Gatsby**, a 1925 romantic drama novel by American writer F. Scott Fitzgerald. The staff creatively themed the décor around the 1920s and took a nontraditional approach to book club gatherings.



Instead of a traditional single group discussion of the book, participants moved between five tables in 15-minute increments to discuss the book topics specific to the table over cocktails while the 2013 film based on the book was playing in the background.

Participants laughed and exchanged ideas about the book while enjoying the refreshing signature cocktail, the Millionaire Mule. Attendees met new people, made new friends and shared thoughts about the almost 100-year-old tale of The Great Gatsby. Thirty-two people attended (38 people registered) the event. Among the attendees were trustee Elizabeth Foyt and our Executive Director, Kelvin Watson.



The event received excellent customer feedback such as:

- *I just wanted to thank you for such a fun event Friday night. I was one of those who was over an hour late due to a misunderstanding about the start time. My friend and I were so so glad we made it, even late...it was well organized, and we met so many great people.
Already looking forward to next month's event discussing Mexican Gothic. Thank you again!! :)*

~ Cheryl Judy

- *Really enjoyed this event, can't wait for the next one. Thank you for putting this together.*

~ Carrie Clark

- *This was the first time I ever joined a book club!*

~ More than one

A huge thank you to the Windmill Library staff Joanna Goddard, Hannah Im (Sahara West Library), and Anna Allred, and other staff for putting this event together! Thank you to the Las Vegas Clark County Foundation and Development Department (Sherry Walker and JoAnn Prevetti) for sponsoring the event.

A special thank you to Trustee Elizabeth Foyt for bringing this idea to The Library District. Thank you to our Executive Director, Kelvin Watson, for supporting and encouraging staff.

Please join us for the next *Tales and Cocktails* book club event on **Friday, October 21, from 6:30 – 8:30 PM** at the Windmill Library, where the featured book is *Mexican Gothic* in honor of Hispanic Heritage Month. Hope to see you there!

~ DR. Roz

- Canva Pro software subscription so that branch staff can do more with local marketing, displays, programming, etc. Note the display WM staff created with the help of the software.



Library Operations Report
Page 6

Popular Fiction September 2022

	Rank	Title	Author		Rank	Title	Author
	1	Death of the black widow. (catalog.)	Patterson, James, 1947-		6	The investigator. (catalog.)	Sandford, John, 1944 February 23-
	2	Chrysalis : a thriller. (catalog.)	Child, Lincoln.		7	Rising tiger : a thriller. (catalog.)	Thor, Brad.
	3	Nightwork. (catalog.)	Roberts, Nora.		8	A face to die for. (catalog.)	Johansen, Iris.
	4	Suspects : a novel. (catalog.)	Steel, Danielle.		9	Cold, cold bones : a Temperance Brennan novel. (catalog.)	Reichs, Kathy.
	5	Hellburner : a novel of the Oregon files. (catalog.)	Maden, Mike.		10	Reckoning : an FBI thriller. (catalog.)	Coulter, Catherine.

Popular Nonfiction September 2022

	Rank	Title	Author			Title	Author
	1	The recovery agent. (catalog.)	Evanovich, Janet.		6	GED test prep 2020 : 2 practice tests + proven strategies + online. (catalog.)	
	2	Peril. (catalog.)	Woodward, Bob, 1943-		7	The 48 laws of power. (catalog.)	Greene, Robert.
	3	The daily laws : 366 meditations on power, seduction, mastery, strategy, and human nature. (catalog.)	Greene, Robert.		8	Atlas of the heart : mapping meaningful connection and the language of human experience. (catalog.)	Brown, Brené.
	4	Scott 2020 standard postage stamp catalogue. (catalog.)			9	The greatest secret. (catalog.)	Byrne, Rhonda.
	5	Baby steps millionaires : how ordinary people built extraordinary wealth -- and how you can, too. (catalog.)	Ramsey, Dave.		10	Man's search for meaning. (catalog.)	Frankl, Viktor Emil.

**MEMORANDUM**

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

FROM: Leo Segura, Library Operations Director

DATE: September 26, 2022

SUBJECT: Security Report, October 2022

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

Branch	Incident Reports				Sep-20		Sep-21		
	Aug-21	Aug-22	Difference	% Change	Aug-21	to Aug-22	Difference	% Change	
BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	2	2	100.0%	
CENTENNIAL HILLS LIBRARY	1	0	-1	-100.0%	19	15	-4	-21.1%	
CLARK COUNTY LIBRARY	39	20	-19	-48.7%	234	234	0	0.0%	
EAST LAS VEGAS LIBRARY	4	8	4	100.0%	62	76	14	22.6%	
ENTERPRISE LIBRARY	5	1	-4	-80.0%	50	41	-9	-18.0%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	0	2	2	100.0%	
LAUGHLIN LIBRARY	0	3	3	100.0%	7	13	6	85.7%	
MEADOWS LIBRARY	5	0	0	-100.0%	1	4	3	300.0%	
MESQUITE LIBRARY	0	1	1	100.0%	20	10	-10	-50.0%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
MOAPA VALLEY LIBRARY	1	0	-1	-100.0%	1	5	4	400.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
RAINBOW LIBRARY	0	3	3	100.0%	26	30	4	15.4%	
SAHARA WEST LIBRARY	2	7	5	250.0%	49	46	-3	-6.1%	
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	3	6	3	100.0%	42	66	24	57.1%	
SUMMERLIN LIBRARY	2	5	3	150.0%	10	28	18	180.0%	
SUNRISE LIBRARY	4	0	-4	-100.0%	11	24	13	118.2%	
WEST CHARLESTON LIBRARY	6	5	-1	-16.7%	54	76	22	40.7%	
WEST LAS VEGAS LIBRARY	8	6	-2	-25.0%	60	55	-5	-8.3%	
WHITNEY LIBRARY	11	7	-4	-36.4%	78	88	10	12.8%	
WINDMILL LIBRARY	8	2	-6	-75.0%	30	26	-4	-13.3%	
Total	99	74	-20	-25.3%	754	843	89	11.8%	

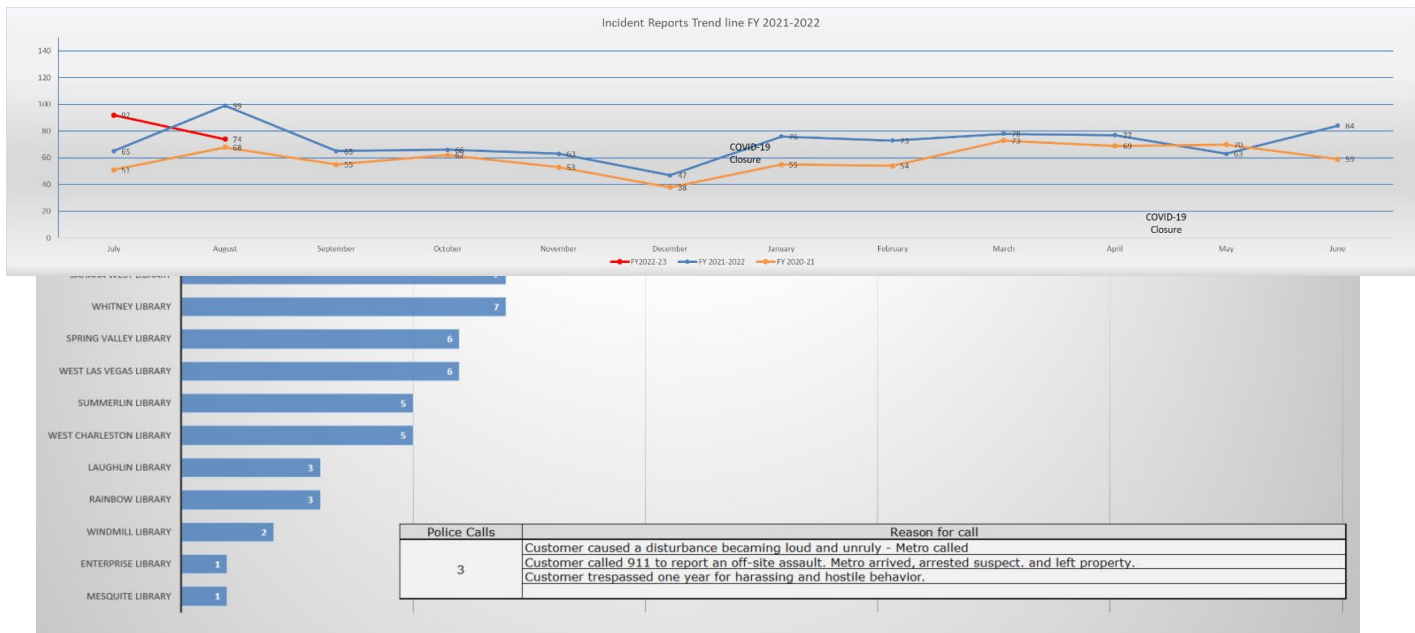
* Due to the Pandemic District Branches were closed January 2nd & 3rd, 2021

In July 2022, there were **74** incidents, a **decrease of 25.25%** from the total experience in August 2021 and 17.78% less than August 2019. During this period, the District recorded **380,862** in-person visits. **This ratio is one incident for every 5,147 visits.**

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Branch	Incident Reports				Sep-18		Sep-21		
	Aug-19	Aug-22	Difference	% Change	to Aug-19	to Aug-22	Difference	% Change	
BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
CENTENNIAL HILLS LIBRARY	0	0	0	0.0%	23	15	-8	-34.8%	
CLARK COUNTY LIBRARY	17	20	3	17.6%	189	234	45	23.8%	
EAST (LAS VEGAS) LIBRARY	4	8	4	100.0%	15	76	61	406.7%	
ENTERPRISE LIBRARY	6	1	-5	-83.3%	47	41	-6	-12.8%	
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	1	3	2	200.0%	13	13	0	0.0%	
MEADOWS LIBRARY	0	0	0	0.0%	3	4	1	33.3%	
MESQUITE LIBRARY	4	1	-3	-75.0%	35	10	-25	-71.4%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	0	5	5	100.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	1	0	-1	-100.0%	
RAINBOW LIBRARY	8	3	-5	-62.5%	34	30	-4	-11.8%	
SAHARA WEST LIBRARY	5	7	2	40.0%	50	46	-4	-8.0%	
SANDY VALLEY LIBRARY	0	0	0	0.0%	1	0	-1	-100.0%	
SEARCHLIGHT LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SPRING VALLEY LIBRARY	5	6	1	20.0%	42	66	24	57.1%	
SUMMERLIN LIBRARY	1	5	4	400.0%	25	28	3	12.0%	
SUNRISE LIBRARY	3	0	-3	-100.0%	25	24	-1	-4.0%	
WEST CHARLESTON LIBRARY	5	5	0	0.0%	51	76	25	49.0%	
WEST LAS VEGAS LIBRARY	14	6	-8	-57.1%	59	55	-4	-6.8%	
WHITNEY LIBRARY	13	7	-6	-46.2%	136	88	-48	-35.3%	
WINDMILL LIBRARY	4	2	-2	-50.0%	56	26	-30	-53.6%	
Total	90	74	-16	-17.8%	891	843	37	-5.4%	

August 2022, bucked the August trend and actually saw a significant decline in overall incidents when compared to the past two years. Customer Disturbances were significantly less than the 69 experienced in 2021 but slightly higher than the 36 in 2019. Incidents include all types of activity, not just disturbances with customers.



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ADULT TRESPASS [1 YEAR]	8
CLARK COUNTY LIBRARY	6
WEST CHARLESTON LIBRARY	1
WHITNEY LIBRARY	1
ADULT BAN [LESS THAN 1 YEAR]	1
CLARK COUNTY LIBRARY	1
MINOR BAN OR RPC [LESS THAN 1 YEAR]	3
EAST LAS VEGAS LIBRARY	2
WEST CHARLESTON LIBRARY	1

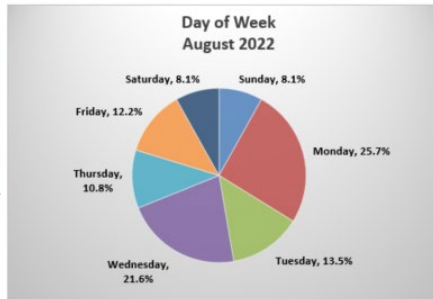
In August 2022, the staff made three (3) calls to law enforcement and banned twelve (12) customers. Eight (8) adults received a one-year trespass while one (1) received a shorter partial-year ban and three (3) teens received a Request for Parent Consult (RPC).

AUGUST 2022 INCIDENT TYPE

District branch staff encountered **43** customer disturbances, accounting for most incident types at **58%**. This is a **37.7% decrease** in customer disturbances from August 2021. This **ratio** is **one disturbance for every 8,857 visits**.



Day of Week	Total	%
Sunday	6	8.1%
Monday	19	25.7%
Tuesday	10	13.5%
Wednesday	16	21.6%
Thursday	8	10.8%
Friday	9	12.2%
Saturday	6	8.1%
Grand Total	74	100.0%



Hour Incident Occurred	Total	%
9 AM	3	4.1%
10 AM	9	12.2%
11 AM	8	10.8%
12 PM	6	8.1%
1 PM	7	9.5%
2 PM	7	9.5%
3 PM	9	12.2%
4 PM	7	9.5%
5 PM	9	12.2%
6 PM	3	4.1%
7 PM	6	8.1%
Grand Total	74	100.0%



Library Operations Report
Page 10

Library Name	Square Footage	Occupancy	Total incidents 2022-2023	INCIDENTS PER 10K SQ. FT.	Incidents per PIC
Blue Diamond	1,000	20	0	0.00	0.00
Bunkerville	1,200	24	0	0.00	0.00
Centennial Hills	45,555	689	4	0.88	0.50
Clark County	120,000	905	26	2.17	1.86
East Las Vegas	41,015	1200	13	3.17	2.17
Enterprise	26,300	526	4	1.52	0.80
Goodsprings	900	9	0	0.00	0.00
Indian Springs	1,200	24	0	0.00	0.00
Laughlin	15,562	323	1	0.64	0.13
Meadows Library	813	16	0	0.00	0.00
Mesquite Learning Center	5,464	133	2	3.66	0.67
Mesquite Library	13,313	370	0	0.00	0.00
Moapa Town	2,000	40	0	0.00	0.00
Moapa Valley	4,700	94	0	0.00	0.00
Mt. Charleston	2,800	56	5	17.86	3.33
Rainbow	26,800	808	7	2.61	0.88
Sahara West	122,000	920	0	0.00	0.00
Sandy Valley	1,200	24	0	0.00	0.00
Searchlight	1,200	24	5	41.67	3.33
Spring Valley	25,000	511	3	1.20	0.33
Summerlin	40,165	1014	2	0.50	0.33
Sunrise	23,000	345	11	4.78	1.83
West Charleston	38,900	1054	0	0.00	0.00
West Las Vegas(excluding Theater)	30,693	370	9	2.93	1.00
Whitney	24,500	563	0	0.00	0.00
Windmill Library and Service Center	142,149	994	2	0.14	0.22
Total Square Ft. Occupancy Rate			Total Incidents	Average	Average
757,429 11,056			94	1.24	0.65

Green indicates the branch is experiencing incidents at or below the district average based on the aggregate of the fiscal year.

Pink indicates they are experiencing incidents at a rate higher than the district average.

Calculations: Smaller branches do not have 10K square feet. Dividing the number of incidents by the square feet then multiplying the dividend by 10,000 gives us standardized comparison numbers.

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Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
August 2022

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank	Total	Total	Total	Adult		Youth		General Interest		Rental		Total	
						Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	329	24	255	5	11	3	27	10	44	0	0	0	0	13	71
BUNKERVILLE	410	22	980	4	33	0	0	1	29	0	0	0	0	1	29
CENTENNIAL HILLS	36,233	2	82,953	460	2,390	19	183	17	893	14	1,225	14	194	64	2,495
CLARK COUNTY	17,542	8	49,553	813	6,330	64	1,495	164	1,673	32	1,146	41	1,601	301	5,915
EAST LAS VEGAS	14,814	11	23,200	628	4,545	104	349	54	1,100	30	733	15	631	203	2,813
ENTERPRISE	18,146	6	20,374	295	2,218	21	127	10	113	51	698	26	492	108	1,430
GOODSPRINGS	545	20	592	2	47	13	22	11	24	8	34	0	0	32	80
INDIAN SPRINGS	1,209	17	2,259	6	112	8	235	5	31	22	189	0	0	35	455
LAUGHLIN	4,346	15	3,492	80	687	17	130	15	68	2	17	2	20	36	235
MEADOWS	604	19	1,102	30	153	12	12	0	0	5	65	0	0	17	77
MESQUITE	6,916	13	10,336	348	1,469	44	431	21	314	51	666	3	38	119	1,449
MOAPA TOWN	333	23	502	1	19	4	21	9	79	0	0	0	0	13	100
MOAPA VALLEY	3,564	16	2,243	27	239	5	34	10	57	5	39	0	0	20	130
MOUNT CHARLESTON	286	25	885	1	17	6	22	3	32	1	25	0	0	10	79
RAINBOW	22,683	4	13,292	400	3,041	21	812	7	403	52	985	19	475	99	2,675
SAHARA WEST	38,100	1	31,706	620	3,189	122	1,061	8	512	7	852	16	280	153	2,705
SANDY VALLEY	822	18	987	2	36	0	0	0	0	14	10	0	0	14	10
SEARCHLIGHT	475	21	1,175	8	55	1	3	12	38	23	131	0	0	36	172
SPRING VALLEY	15,922	9	23,498	313	3,699	4	50	139	2,168	62	1,850	8	110	213	4,178
SUMMERLIN	21,475	5	18,384	319	1,485	9	114	5	12	15	499	7	1,002	36	1,627
SUNRISE	15,700	10	16,872	609	2,504	33	404	26	535	39	795	0	0	98	1,734
WEST CHARLESTON	13,925	12	20,641	279	2,568	22	152	9	126	40	505	21	540	92	1,323
WEST LAS VEGAS	4,963	14	14,478	254	3,304	57	1,081	35	376	115	2,997	9	155	216	4,609
WHITNEY	17,999	7	17,671	559	3,253	10	210	84	1,748	56	1,675	3	75	153	3,708
WINDMILL	34,147	3	23,432	635	2,741	29	240	5	278	30	1,534	21	479	85	2,531
WINDMILL SERVICE CENTER	611,820		0	2,445	49,531	783	10,641	34	827	9	1,606	0	0	826	13,074
2022 MONTHLY TOTAL	903,308		380,862	9,143	93,676	1,411	17,856	694	11,480	683	18,276	205	6,092	2,993	53,704
2022 YTD TOTAL	1,782,097		688,378	15,426	179,817	2,163	26,943	1,605	29,175	1,524	46,196	421	12,384	5,713	114,698

ANNUAL MONTHLY COMPARISON															
2021 MONTHLY TOTAL	793,978		311,409	7,045	87,609									1,924	32,096
% CHANGE	14%		22%	30%	7%									56%	67%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	1,558,343		612,920	12,213	170,782									3,714	66,119
% CHANGE	14%		12%	26%	5%									54%	73%

ANNUAL MONTHLY COMPARISON															
2020 MONTHLY TOTAL	783,132		287,903	8,145	89,186									1,218	16,271
% CHANGE	15%		32%	12%	5%									146%	230%
2019 MONTHLY TOTAL	1,029,124		518,126	8,932	162,559									1,861	50,566
% CHANGE	-12%		-26%	2%	-42%									61%	6%
2018 MONTHLY TOTAL	1,008,693		504,298	8,831	173,902									1,536	45,221
% CHANGE	-10%		-24%	4%	-46%									95%	19%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	1,542,497		522,918	11,754	165,512									1,701	25,993
% CHANGE	16%		32%	31%	9%									236%	341%
FY 19-20 YTD TOTAL	2,074,051		1,020,425	16,698	318,906									4,063	107,487
% CHANGE	-14%		-33%	-8%	-44%									41%	7%
FY 18-19 YTD TOTAL	2,054,816		987,038	16,244	339,353									3,422	98,401
% CHANGE	-13%		-30%	-5%	-47%									67%	17%

ITEM VI.A.2.a.



MEMORANDUM

TO: Board of Trustees Through Kelvin Watson, Executive Director

FROM: Betsy Ward, Branding and Marketing Director

DATE: September 30, 2022

SUBJECT: Branding and Marketing Activity Report, October 2022

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

Powerful Partnerships

Vegas Golden Knights 2022-2023 Season Partnership Updates

Creative, PR & Partnership Development

BAM continues to prepare for the new Vegas Golden Knights (VGK) library card design, which will launch in February 2023 for Library Lovers' Month:

- Scheduled a library card sign-up activation in the Toshiba Plaza on September 28, which will be staffed by Library Operations and BAM.
- Library District Trustee Brian Wilson will crank the siren before the puck drops at the preseason game on September 28. We are exploring a future siren appearance by Executive Director Kelvin Watson at a February 2023 game, in conjunction with the new VGK library card launch.

UNLV Kiosk

The Library District collaborated with UNLV on informational kiosks that were installed in the lobbies of the Windmill and Centennial Libraries on September 19. The kiosks host informational videos about UNLV and the Library District. BAM supported this project with graphic design, creating a custom landing page and icons to direct customers to specific pages on the Library District website. BAM is coordinating a photo opp at the kiosk with Kelvin and **UNLV President Keith Whitfield**.



Nevada DMV License Plate Proposal

The Nevada DMV Special License Plate Commission selected the Library District as a finalist for a new license plate, proceeds of which would benefit the Library District Foundation. Executive Director **Kelvin Watson** was among four finalists who appeared before the commission on September 2, which included Washoe County K9, Battleship Nevada, and Friends of Nevada Wilderness. BAM scripted Kelvin's presentation before the commission.



The Big Idea Challenge – Books for Babies

In preparation for Kelvin's October 4 appearance before the selection committee in the Big Idea Challenge, BAM collaborated with Community Engagement to write remarks and create a visual presentation about the Books for Babies Program.

Formula 1

BAM created a fact sheet for Development to assist in their pitch to Formula 1, which showcases the Library District's professional sports partnerships and technology programs.



Powerful Programs

A Record Response to Library Card Sign-Up Month in September

BAM promoted Library Card Sign-Up Month prize giveaways and the new "I ♥ My Library" library cards (available in English & Spanish) with the following tactics:

- Articles in Library Highlights
- Print & digital advertising campaign
- Social media posts
- News releases in English & Spanish
- Prize giveaways including:
 - Las Vegas Raiders tickets
 - Official Vegas Golden Knights jersey
 - Chance plush toy
 - I ♥ My Library T-shirt
- A New Record!** Total cardholder entries for Library Card Sign-Up Month from September 1-22, 2022, smashed all previous contest sign-ups. As of September 22 (closing date for the board reports), total sign-ups stood at **3,225 – or a 470% increase over the highest previous result – for any prize giveaway in a 30-day period.**

Media coverage included:

[KTNV](#) Ch 13's Rachel Ann Moore showed how easy it is to sign up for our new neon "I ♥ My Library" card, and spotlighted the first ever Spanish library card. Rachel interviewed BAM Digital Content Manager **Ryan Simoneau**, and Windmill Library Circulation Assistant **Ryusuke "TK" Abe** got her signed up for a library card.

[News 3](#) - **Ryan Simoneau** spoke with KSNV's **Latoya Silmon** about National Library Card Sign-Up Month, and shared all of the fantastic benefits of having a free library card, plus details on how to use your library card for a chance to win cool prizes.

Fox 5 Las Vegas, "[Las Vegas Valley libraries to offer Spanish library card for first time](#)"

Fox 5 Las Vegas, "[Library Card Sign-up Month kicks off](#)"

KLAS 8 News Now, "Discover the Power of a Library Card"

Telemundo, "[The Library District Premieres New Library Cards](#)"

September 29 Customer Appreciation Day

BAM supported the Library Operations Department's fall Customer Appreciation Day and prize giveaway with:

- Creation of new branding with seasonal colors for this fall event, which distinguishes it from the spring Customer Appreciation Day.
- Flyers and surveys for branches printed in both Spanish and English
- A [blog post](#) was published on September 12 highlighting giveaway, branch events, and a link to the survey available in Spanish and English
- Social media posts
- Article in Highlights
- News alert

Media coverage included:

[Vegas Business Digest](#), [MesquiteLocalNews.com](#) and [215Southwest.com](#)



Hispanic Heritage Month

BAM showcased our Latinx-related collection and branch programming surrounding Hispanic Heritage Month:

- A [blog post](#) was published on September 1, highlighting branch events, online resources, and staff recommendations
- Social media posts
- An article in Highlights

October 1 Teen animeFest 2022

YPL & BAM selected the winner of the Teen animeFEST logo contest from entries submitted in August. BAM incorporated the winning design into:

- Flyers, posters & signage
- Social media posts
- Promotion in the October event round-up ad
- A promotional video
- Day-of-show handbills
- Promotion in the October event round-up ad
-



October 1 Summerlin Library Fall Festival

BAM supported this annual event with:

- Branded graphics
- Flyers, posters & signage
- Social media – General event promotion, plus encouragement to vote for the festival in the Las Vegas Review Journal's "Best of Las Vegas" Awards in the "Things to Do" category.
- T-shirts
- News release
- Promotion in the October event round-up ad



October 1-31 TeenTober

TeenTober kicks off October 1 with events and activities all month long. BAM is supporting TeenTober with:

- An updated logo to reflect the 2022 theme 80s Fright Night.
- Flyers, posters & signage
- Bookmarks
- Staff T-shirts
- [Blog post](#)
- Social media posts
- Promotion in the October event round-up ad
- A promotional [video](#)
- News release
- A dedicated e-mail blast on September 27.



Cell Phone Lending Program

The PR team wrote and distributed a news release about additional funding for the cell phone lending program, resulting in the following coverage:

Library Journal, "[Las Vegas Library Provides Smartphones, Unlimited Data to Unhoused Patrons](#)"

Vegas Business Digest, "[Las Vegas-Clark County Library District Receives Additional Funding to Expand Cell Phone Lending Initiative](#)"

Powerful People

Summerlin Blog

PR coordinated an [article on the Summerlin community blog](#) which featured Summerlin branch manager Sasha Ferrell.

Media Coverage Highlights

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

KTNV Ch 13, ["National Read a Book Day: KTNV Channel 13 News anchor Justin Hinton was a special guest reader at Whitney Library"](#)

8 News Now, Windmill Library was featured in the story [""Still catching up from COVID': With long wait times, don't wait last minute to get a passport"](#)

Las Vegas Weekly, "What To Do In Las Vegas This Week (September 8-14 Edition) - Arts: George Strasburger: Parables"

Powerful Platforms

Free To Be Rebranding Campaign

BAM is working with all departments to plan for and deploy various aspects of the new campaign in anticipation for the public launch in the spring. This includes:

- Working with CIO Al Prendergast and his team to switch over to the new URL TheLibraryDistrict.org. The new website address became effective in August. IT is working to update the format of staff email addresses to the more intuitive format of Betsy.Ward@thelibrarydistrict.org as part of this update. Like the website address, the current email format (wardb@lvccld.org) will continue to function as people become used to the new format.
- The new URL was promoted on the back of the "I ♥ My Library" T-shirts.
- It will be included in the upcoming Employee Training Program & Handbook, New Employee Orientation, the Free To Be Promotional Campaign, Building Signage, and more.
- BAM is also exploring the viability of creating an Online Store, profits benefitting the Library District Foundation, which would work with a "print on demand" vendor, allowing to avoid the need to stockpile inventory.

BAM Advertising Campaigns

Publication	Ad Size	Rate	Date Running	Library Card Sign-Up Month
Las Vegas Latin Chamber	Full page	Complimentary	September Edition	X
Black Image	Full page	\$2,000.00	September Edition	X
Las Vegas Weekly	¼ page	\$1,681.50	September 8	X
RJ	Half Page	\$1,750.00	September 4	X
RJ en Espanol (El Tiempo)	¼ page	\$425.00	September 7	X
Asian Journal	½ page	\$950	September 8	X

Library Card Sign-Up Month Facebook Ad Campaign

Run dates: September 1-30

- Total Budget: \$4,000
- Total Amount Spent to Date: \$2,166.27
- Total Link Clicks: 2,471
- Cost Per Click: \$.88
- Total Impressions: 341,929
- Total People Reached: 98,969
- Ad URL: <https://fb.me/1P2np9KiZgodk1i>

Library Highlights eNewsletter – Orange Boy Software Results

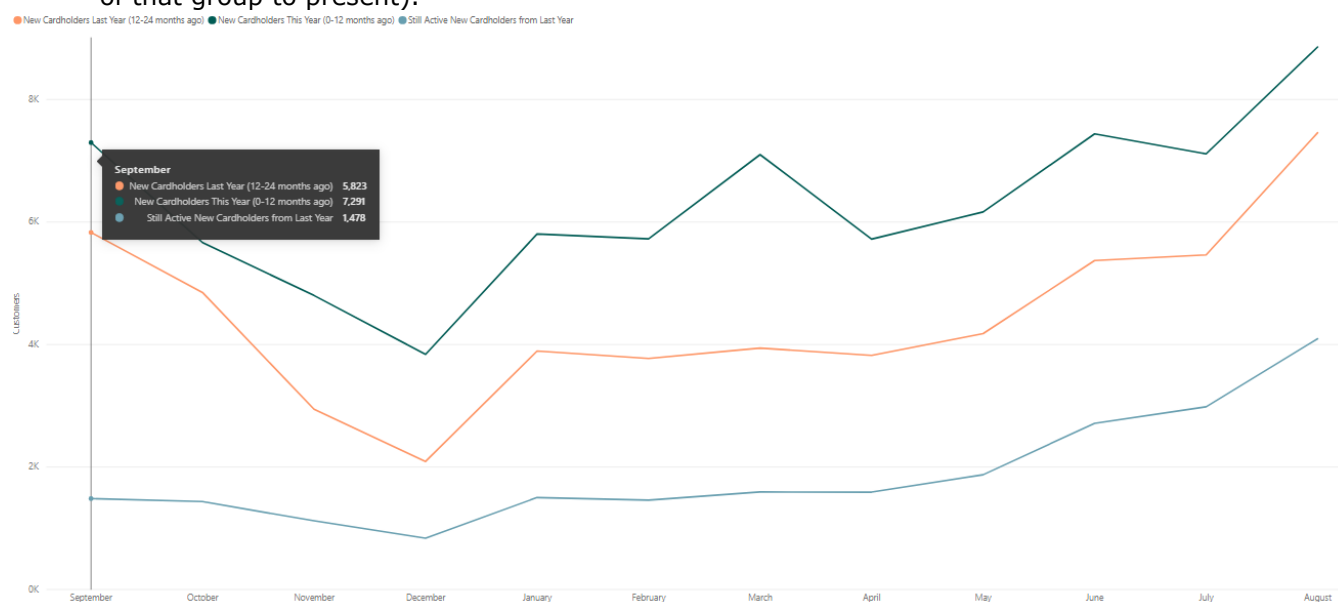
BAM is seeing an increased open rate from our bi-monthly eNewsletters by changing the send date to Tuesdays, which is reaching more active cardholders and re-engaging cardholders who have not visited the library or used our services for some time. During our September eNewsletter campaigns:

- The September 6 Highlights has had one of the highest open rates so far, at 32.1%, or 119,500 unique opens from 372,830 emails sent (119,500 individual people opened the message. Total opens were 162,345). Unique clicks were 2,543, and total clicks were 4,542 total.
- Following this email, 4,857 cardholders used OverDrive within 7 days of opening the message; 2,643 circulated a physical item; and 980 utilized Hoopla.

- As this email was sent to Lapsed users (cardholders who had not used their cards in more than 3 months), we also saw a reengagement of 7,653 Occasionals (users more than 3+ months without use), and 4,111 Inactives (users with more than 12+ months without use).

New Cardholder Campaign:

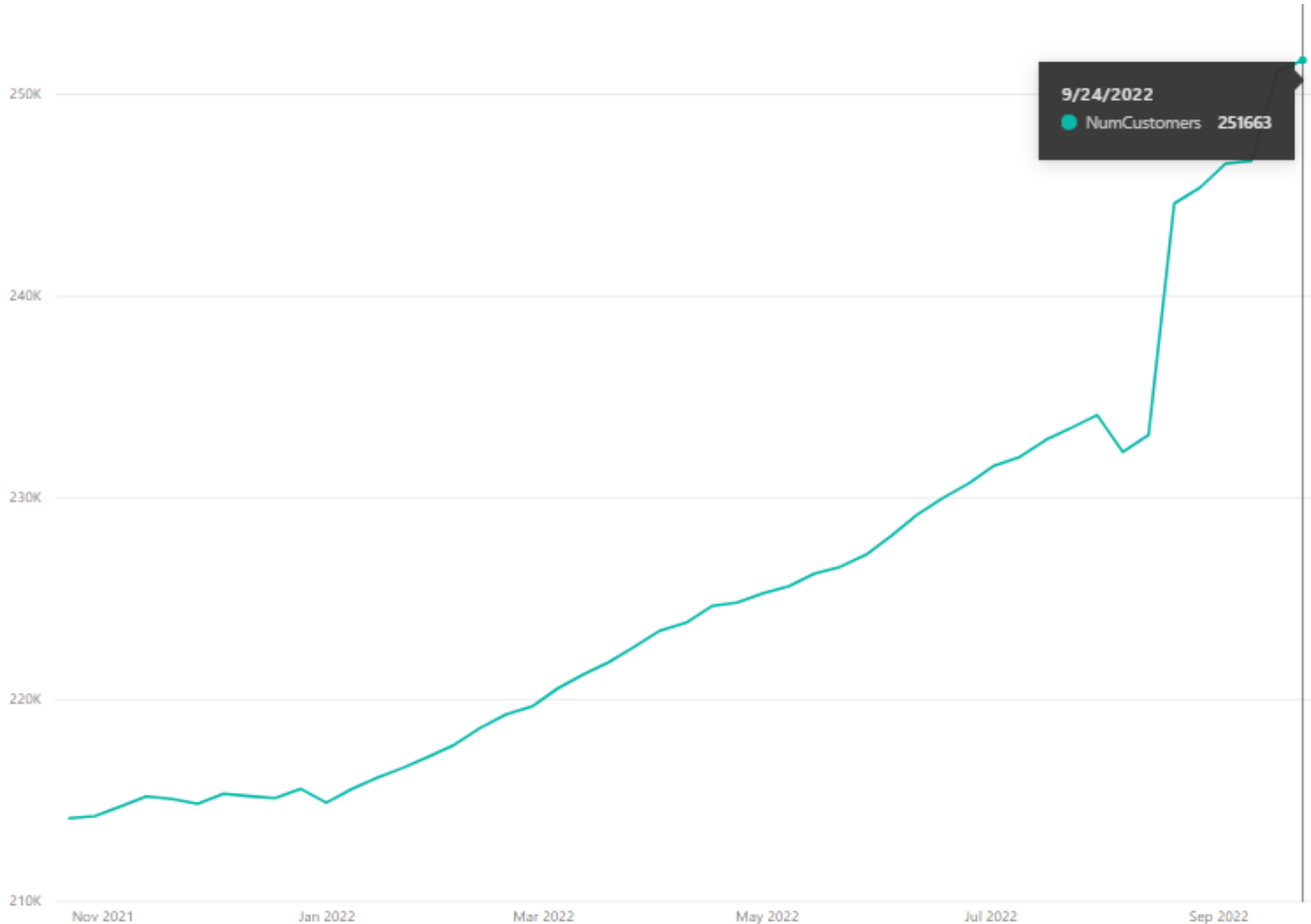
- Not only signups have risen this year, but also retention of those signups. Of the 5,823 signups in 2021, just 1,478 are still currently active - just 25%.
- Since starting the New Cardholder campaigns, retention rate as of the end of August 2022 is up to 55%. The chart below demonstrates the increased retention rate since the New Cardholder campaign began in April of this year (orange line - signups 1-2 years ago; light blue line - retention of that group to present).



Signups 12-24 Months Ago	Still After 12 Months	Long Term Retention Rate	
Sep-21	5823	1478	25%
Aug-22	7452	4088	55%

The New Cardholder campaign, composed of 5 separate messages sent to users over the course of 12 weeks, has a 31% open rate, and has reengaged 481 Occasionals (more than 3+ months of non use), and resulted in 5,706 cardholders using resources immediately following the email.

Combined with the reengagement of messages like the September 6 Library Highlights, total active library users has increased significantly as of September 2022.



September 1 (Single Topic eNewsletter): Get a Library Card & Enter for a Chance to Win Raiders Tickets, Golden Knight Goodies & More!

Topics: All the details of our Library Card Sign-Up Month promotion, including how to enter and all the great prizes that cardholders have a chance to win by entering the #GetCarded Challenge September 1-30. Also included was a call-to-action to donate to the Library District Foundation.

- 104,887 unique opens with a 28.2% open rate
- 4,811 unique clicks generated
- Sent to 372,376 unique emails
- 431 unsubscribes

September 6 Issue: Celebrate Hispanic Heritage Month + New Neon Library Cards + Record Your Personal History!

Topics: Details about the upcoming Storycorps programs at Rainbow Library & Clark County Library, details about entering the Library Card Sign-Up Month #GetCarded Challenge giveaway through September 30, reminder that the Library District website URL changed to TheLibraryDistrict.org, celebrate Hispanic Heritage Month at the Library District, upcoming Must-See Events & Programs as selected by PVS/YS/BAM; details about NVigate's 2nd Annual Art Contest for grades Pre-K through 12th grade, and our monthly call-to-action to donate to the Library District Foundation.

- 118,257 unique opens with a 32% open rate
- 2,490 unique clicks generated
- Sent to 372,830 unique emails
- 494 unsubscribes

September 22 Issue: Teen AnimeFest Is Back! + Customer Appreciation Day + Fall Festival Fun

Topics: Details about this year's Teen AnimeFest at Sahara West Library on October 1, The Library District's Customer Appreciation Day on September 29, the annual Summerlin Library Outdoor Fall Festival on October 1, a reminder for cardholders to enter the #GetCarded Challenge giveaway during Library Card Sign-Up Month, details about becoming a volunteer with AARP to assist with local taxpayers during its annual Tax-Aide program, upcoming Must-See Events & Programs as selected by PVS/YS/BAM; and our monthly call-to-action to donate to the Library District Foundation.

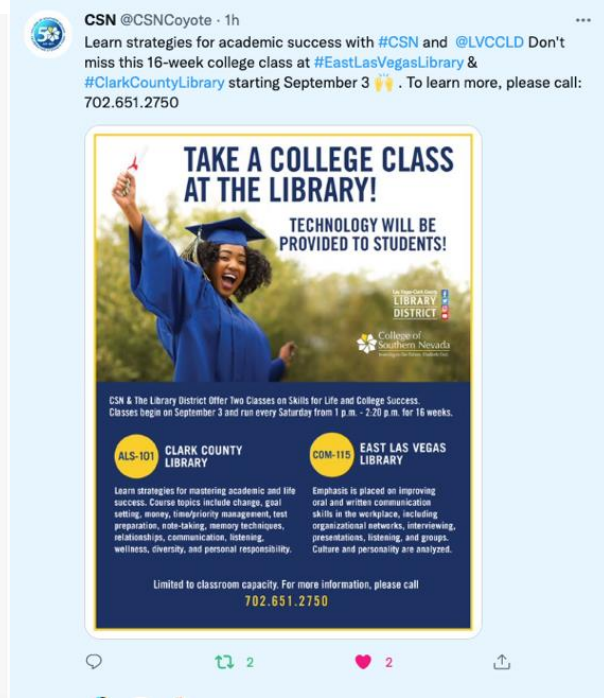
- Analytics will be provided in the November Board Report

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 (August 17 – September 17):
 - Total Google Grant spend in August was \$7,858,15, which was up \$1,300 from the previous month and set a new record for our account
 - Total click-through-rate (CTR) for past month increased to 20.24%, which continues to be one of the highest across all Nonprofit Megaphone Clients
 - Generated 4,427 clicks from our Google Ads during this time period, which set a new high
 - 58 successful Digital eCard applications from clicking on an ad
 - 23 calls to branches directly from ads
 - Our most popular keywords include "Clark County Library", "downloadable eBooks" and "library near me"

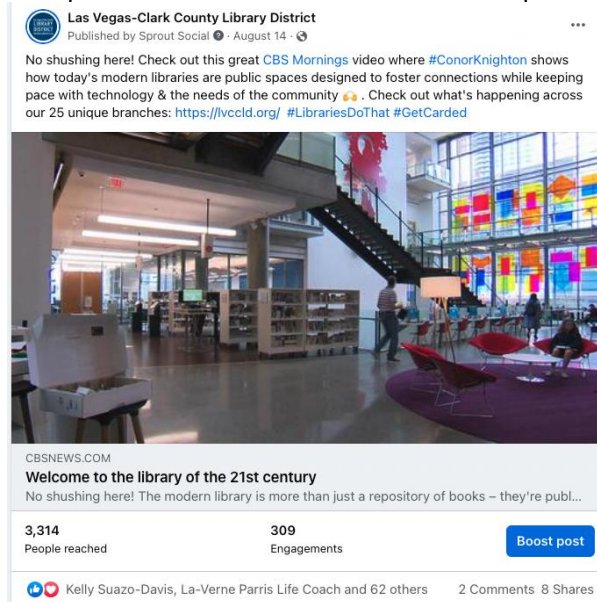
Branding and Marketing Report
Page 12

Social Media Highlights



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

BAM shared a great CBS Morning News feature about the evolution of public libraries and tied the relevant library industry content back to what's currently happening at The Library District. This post generated **3,377 organic impressions, 308 user engagements**, including **12 comments & 8 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 the grand-opening of the EmployNV Youth Hub inside West Charleston Library which featured **Kelvin Watson** and **Rep. Steven Horsford** demonstrating the available VR tech. This demonstrates a powerful partnership with the Rep. Horsford sharing & engaging with our Tweet, which generated **2,175 organic impressions, 92 user engagements & 9 Retweets**.



Instagram:

Our most popular post on Instagram in August was a branch-submitted photo carousel to promote their creative yarn program on August 28. This post generated **3,132 organic impressions & 143 total user engagements, with 10 post saves by users.**

**LinkedIn:**

The Library District's most popular post on LinkedIn for August was sharing a photo from **Rep. Susie Lee's** Roundtable with Workforce Connections staff and **Kelvin Watson** at Sahara West Library to discuss difficulties employers face, workforce development initiatives, and more. This generated **255 total user engagements, plus two shares of the post.**



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

	Fans	Impressions	Post Engagements	Link Clicks
August 2022 Statistics	14,294	134,739	4,899	745
% Gain from July	+1%	-67%	-60%	-83%
% Gain from August 2021	+8%	-42%	-33%	-38%
% Gain from August 2020	+13%	-11%	-34%	+8%

Notes: Our analytics on Facebook were down from the previous month because BAM did not have a digital advertising campaign running, as we did to promote Summer Challenge. August has traditionally been a tougher month on this social media platform, but BAM is running a smaller Facebook Advertising campaign to promote Library Card Sign-Up Month throughout September, so we should see an increase with next month's report.

LVCCLD Twitter

	Followers	User Engagements	Organic Impressions	Link Clicks
August 2022 Statistics	4,200	1,874	85,842	192
% Gain from July	+2%	-29%	-11%	-3%
% Gain from August 2021	+12%	-5%	-65%	+12%
% Gain from August 2020	+23%	-43%	-46%	-41%

Notes: Our total followers increased, but were down in our other key analytics. Our top Tweet for the month was a short fun video clip to help promote the opening of the EmployNV Youth Hub inside West Charleston Library and that is exactly the type of content BAM will be looking to create more of working with CE & LO staff across the Library District's 25 branches. 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

	Followers	User Engagement	Impressions	Total Likes	Total Comments
August 2022 Statistics	5,583	2,539	91,309	2,100	266
% Gain from July	+1%	+28%	+33%	+26%	+20%
% Gain from August 2021	+22%	+75%	-27%	+64%	+135%
% Gain from August 2020	+56%	+31%	+71%	+20%	+329%

Notes: We were thrilled to see all of our key analytics up on this social media platform month-over-month, but also year-over-year as well! This can be partially attributed to the BAM's annual Back-to-

School promotion, as well as the monthly events/programs we spotlighted. Each month BAM continues to utilize the IG Stories feature to promote the weekly priority events & programs happening across the Library District.

LVCCLD LinkedIn

	Followers	Impressions	User Engagement	Post Shares	Link Clicks
August 2022 Statistics	1,626	4,265	522	5	317
% Gain from July	+3%	-33%	+12%	-67%	+77%
% Gain from August 2021	N/A	N/A	N/A	N/A	N/A
% Gain from August 2020	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 each month, in addition to the latest job openings that HR lists. We were encouraged to see month-over-month increases in our total followers, user engagement, and link clicks back to priority pages on TheLibraryDistrict.org, as well as media coverage featuring the Library District. LinkedIn is the leading professional networking site and is primarily used for employment & career networking, so our monthly analytics on this platform will not be as robust as on traditional social media platforms due to the content.

YouTube

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
August 2022 Statistics	1,203	19,200	50.5 hrs	1 min 44 sec
% Gain from July	+1%	+17%	-7%	-5%
% Gain from August 2021	+14%	+10%	+138%	+27%
% Gain from August 2020	N/A	N/A	N/A	N/A

Notes: The analytics for total channel subscribers and impressions were both up month-over-month, but our total channel watch time and average view duration slightly dropped. We are 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
August 2022 Statistics	98,976	128,407	291,897	2.49	3 min 47 sec
% Gain from July	+14%	+14%	+14%	+2%	-10%
% Gain from August 2021	+6%	-27%	+25%	No change	-14%
% Gain from August 2020	N/A	N/A	N/A	N/A	N/A

Notes: We increased all of our key website analytics month-over-month, with the exception of dipping in Average User Session Duration of time spent on TheLibraryDistrict.org. This can be partially attributed to more people searching for and coming to the Library District website for our back-to-school resources, homework help, tutoring information and our online learning tools. With an average user session of nearly four minutes, we are keeping people engaged on the website.

As documented in the September Board Report, BAM is now 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

TO: Board of Trustees through Mr. Kelvin Watson, Executive Director
FROM: Matt McNally, Community Engagement Director
DATE: September 30, 2022
SUBJECT: Community Engagement Report, October 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 **August 1, 2022 – August 31, 2022.**

In response to a request from the Board of Trustees for information regarding Library District mental health programs, future mental health workshops are planned in partnership with NAMI (National Alliance on Mental Illness) as follows:

- September 28, 5:00p; *Ending the Silence for Students*; Spring Valley Library
- October 12, 5:00p; *In Our Own Voice*; Spring Valley Library
- October 26, 5:00p; *Stress Management Workshop*; West Charleston Library
- November 9, 5:00p; *Family and Friends*; Centennial Hills Library

A film screening will also occur:

- September 29, 5:00p; *My Ascension*; Clark County Library

POWERFUL PEOPLE

- Ashly Blaine and Mario Rosales joined the Programming and Venues Services department as Districtwide Scheduling Specialists.
- Artist Martin Kreloff donated his painting *Rainy Days and Sumos* to the Library District permanent art collection.
- Met with David Gresl from Advocate Health Advisors. Adult Services Administration intends to develop and implement partnership efforts.
- Collaborated with Rainbow Library Branch Manager Claire Davies to investigate hosting Project Marilyn.
- Congresswoman Dina Titus visited the East Las Vegas Library for Kickoff to Kindergarten.
- Conducted an interview with reporter Colton Poore on emerging trends of library services.

POWERFUL PLACES

- Implemented the revised Conference Room/Auditorium and Performing Arts Center (PAC) Rental Policy. Staff contacted all current and former rental customers regarding the changes to each policy. Staff also updated the PAC Lease Agreement to reflect policy changes.

Community Engagement Report
Page 2

- Visited Cloud House, a community-focused creative space operated by artist Hue, and discussed potential projects with the Library District.
- Attended receptions for the art of KD Matheson and Dray at Priscilla Fowler Fine Art, and Sapira Cheuk at the Nevada Humanities program gallery.
- Installed Summer Challenge art contest entries in the Grotto at Sahara West Library.
- Art Week concluded the 2022 Summer Challenge from August 1-6. Library branches displayed their community's artwork and selected age group winners during a featured program.
- Attended the grand opening of the Employ NV Youth Hub and Teen Zone at the West Charleston Library.

POWERFUL PARTNERSHIPS

- Southern Nevada Health District and Curative closed Covid-19 testing sites at Laughlin, Rainbow, Whitney, and Sunrise libraries due to low participation. Testing is still available at Enterprise, Sahara West, and Windmill libraries.
- Met with representatives from the city of Las Vegas and Clark County about participating in the Arts & Economic Prosperity Survey. The Library District committed to partnership for the survey effort.
- Sahara West Library hosted a Non-Profit Awareness Day program which included over 50 organizations and several guest speakers.
- Partnered with StoryCorps to host oral history recording programs at the Clark County and Rainbow libraries this October and November. Recordings will be made available to customers through the Library of Congress website.
- Partnered with SafeNest and Salvation Army, at the BRAVE empowerment conference/resource fair/symposium educating, empowering, and connecting girls ages 12-18 with local community resources.
- Engaged with Hope for Prisoners, Legal Aid Center of Southern Nevada, and WIOA Title I providers to distribute Chromebooks to adults. 2,000 devices were purchased with grant funds and are being distributed to individuals who do not already have access to technology for education or career training.
- Met with members of the Nevada State Treasurer's Office at Whitney Library in preparation for their upcoming art contest exhibit and award presentation in November.
- The Adult Services department at Centennial Hills Library renewed their Reader's Circle Book Club and Classic's Book Club partnerships.
- Implemented a new partnership with Intermountain Healthcare to provide vaccination options at the East Las Vegas and Mesquite libraries.
- Kickoff to Kindergarten at East Las Vegas celebrated its seventh successful year with 22 partners and approximately 700 attendees.
- Collaborated with the Development department to plan future college prep workshops and support for students pursuing the PSAT or ACT.
- Met with Springs Preserve who committed to provide the Library District family passes to visit. These will be included in the collection for customer check out.
- Met with Chef Jeff to advance five master class programming opportunities and discuss operations of pop-up events and the East Las Vegas café.

POWERFUL PLATFORMS

- Provided staff training on a new statistics collection platform which will replace current manual processes.

- Staff presented at the *August Conversations for Action* virtual symposium hosted by Save the Children and the National Rural Libraries Council, on the topic of strategies for early childhood education, executive functions, and skills-based programs.
- Attended the Nevada Arts Council's *How to Photograph Art* workshop via Zoom.
- Adult Services Administration and Youth Services Administration are finalizing plans for the Adult and Youth Services Summits in December. Each event will provide staff professional development.
- Programming staff attended Western Arts Alliance conference for professional development opportunities and to meet with artists/agents in pursuit of future programming/contractual opportunities.
- Facilitated library branch staff training to those who host Three Square Kids Cafe meal services.
- Collaborated with Branding & Marketing and the Development Office to prepare a Big Idea presentation for possible grant funding. The Library District will put forth a hospital partnership to engage new parents with early childhood education resources.

HIGHLIGHTED EVENTS

Saturday Crafternoon
Clark County



Lindsay Ellis: Author Visit
Sahara West



Community Engagement Report
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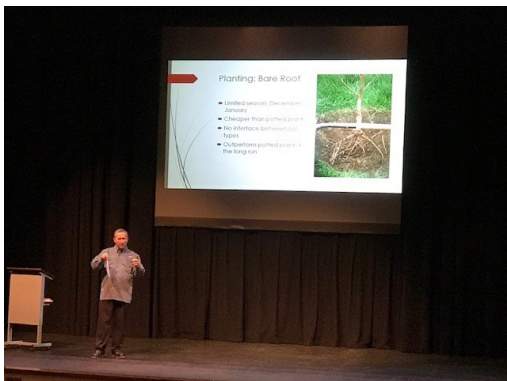
DEATER Graduation
Clark County



Streetlight Cadence
Clark County



Gardening with Gilcrease Orchard
Clark County



Brave Empowerment Conference
Outreach Event, Salvation Army



Nonprofit Awareness Day
Sahara West



Chromebook Distribution to ALP Classes
East Las Vegas

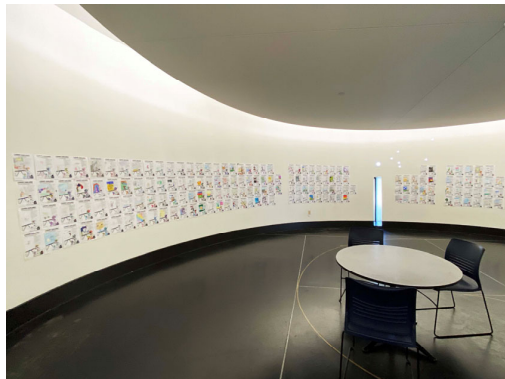


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Cloud House
Clark County



Summer Challenge Art Contest
Sahara West



Summer Challenge Branch Prize Winner
East Las Vegas



Summer Challenge Super Reader Winners
Whitney



Martin Kreloff: Rainy Days and Sumos
Permanent Art Collection



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>Step Up for Kids</i>	East Las Vegas	8
<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>TeenTober Haunted House and Pizza Party</i>	Whitney	13
<i>Family Pride Day</i>	Clark County	15
<i>Las Vegas Wood Turners Guild</i>	West Las Vegas	18
<i>Trunk or Treat</i>	Rainbow	19
<i>Neon Riffs and Lounge Acts: "Las Vegas Writes" on Music</i>	Clark County	20
<i>Haunted Harvest</i>	Centennial Hills	22
<i>Outreach Event – Monster Mash</i>	Hollywood Rec Center	22
<i>Outreach Event – Las Vegas Book Festival</i>	5 th Street School	22
<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</i>	East Las Vegas	29

COMING HIGHLIGHT EVENTS IN NOVEMBER

<i>Kiss Me Once, Stories From The Homefront</i>	West Charleston, Windmill, Rainbow	3-5
<i>Vegas Valley Comic Book Festival</i>	Clark County	5
<i>Once Upon A Time - A Story Festival in Celebration of Indie Author Day!</i>	West Charleston	5
<i>This Next Song The Uplifting Original Music of Keith Thompson</i>	Clark County	6
<i>Celebrate Veteran's Month at the Library!</i>	Sahara West, Summerlin	6, 14
<i>ASL Interpreted Family Storytime</i>	West Charleston	12
<i>Native American Storytelling and Original Songs with Red Feather Woman</i>	East Las Vegas, West Charleston, Summerlin	12-13
<i>Native American Dance and Music with Derrick Suwaima Davis</i>	Bunkerville, Centennial Hills, Clark County, Windmill	14-16
<i>Treasurer's Office Art Contest Reception</i>	Whitney	17
<i>Focus on Nevada Photo Showcase</i>	Windmill	17
<i>Bilingual Family Fun Storytime</i>	Enterprise	19
<i>Sirocco Flutes of Las Vegas</i>	Windmill	27

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Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
August 2022

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank	Total	Total	Total	Adult		Youth		General Interest		Rental		Total	
						Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	329	24	255	5	11	3	27	10	44	0	0	0	0	13	71
BUNKERVILLE	410	22	980	4	33	0	0	1	29	0	0	0	0	1	29
CENTENNIAL HILLS	36,233	2	82,953	460	2,390	19	183	17	893	14	1,225	14	194	64	2,495
CLARK COUNTY	17,542	8	49,553	813	6,330	64	1,495	164	1,673	32	1,146	41	1,601	301	5,915
EAST LAS VEGAS	14,814	11	23,200	628	4,545	104	349	54	1,100	30	733	15	631	203	2,813
ENTERPRISE	18,146	6	20,374	295	2,218	21	127	10	113	51	698	26	492	108	1,430
GOODSPRINGS	545	20	592	2	47	13	22	11	24	8	34	0	0	32	80
INDIAN SPRINGS	1,209	17	2,259	6	112	8	235	5	31	22	189	0	0	35	455
LAUGHLIN	4,346	15	3,492	80	687	17	130	15	68	2	17	2	20	36	235
MEADOWS	604	19	1,102	30	153	12	12	0	0	5	65	0	0	17	77
MESQUITE	6,916	13	10,336	348	1,469	44	431	21	314	51	666	3	38	119	1,449
MOAPA TOWN	333	23	502	1	19	4	21	9	79	0	0	0	0	13	100
MOAPA VALLEY	3,564	16	2,243	27	239	5	34	10	57	5	39	0	0	20	130
MOUNT CHARLESTON	286	25	885	1	17	6	22	3	32	1	25	0	0	10	79
RAINBOW	22,683	4	13,292	400	3,041	21	812	7	403	52	985	19	475	99	2,675
SAHARA WEST	38,100	1	31,706	620	3,189	122	1,061	8	512	7	852	16	280	153	2,705
SANDY VALLEY	822	18	987	2	36	0	0	0	0	14	10	0	0	14	10
SEARCHLIGHT	475	21	1,175	8	55	1	3	12	38	23	131	0	0	36	172
SPRING VALLEY	15,922	9	23,498	313	3,699	4	50	139	2,168	62	1,850	8	110	213	4,178
SUMMERLIN	21,475	5	18,384	319	1,485	9	114	5	12	15	499	7	1,002	36	1,627
SUNRISE	15,700	10	16,872	609	2,504	33	404	26	535	39	795	0	0	98	1,734
WEST CHARLESTON	13,925	12	20,641	279	2,568	22	152	9	126	40	505	21	540	92	1,323
WEST LAS VEGAS	4,963	14	14,478	254	3,304	57	1,081	35	376	115	2,997	9	155	216	4,609
WHITNEY	17,999	7	17,671	559	3,253	10	210	84	1,748	56	1,675	3	75	153	3,708
WINDMILL	34,147	3	23,432	635	2,741	29	240	5	278	30	1,534	21	479	85	2,531
WINDMILL SERVICE CENTER	611,820		0	2,445	49,531	783	10,641	34	827	9	1,606	0	0	826	13,074
2022 MONTHLY TOTAL	903,308		380,862	9,143	93,676	1,411	17,856	694	11,480	683	18,276	205	6,092	2,993	53,704
2022 YTD TOTAL	1,782,097		688,378	15,426	179,817	2,163	26,943	1,605	29,175	1,524	46,196	421	12,384	5,713	114,698

ANNUAL MONTHLY COMPARISON															
2021 MONTHLY TOTAL	793,978		311,409	7,045	87,609									1,924	32,096
% CHANGE	14%		22%	30%	7%									56%	67%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	1,558,343		612,920	12,213	170,782									3,714	66,119
% CHANGE	14%		12%	26%	5%									54%	73%

ANNUAL MONTHLY COMPARISON															
2020 MONTHLY TOTAL	783,132		287,903	8,145	89,186									1,218	16,271
% CHANGE	15%		32%	12%	5%									146%	230%
2019 MONTHLY TOTAL	1,029,124		518,126	8,932	162,559									1,861	50,566
% CHANGE	-12%		-26%	2%	-42%									61%	6%
2018 MONTHLY TOTAL	1,008,693		504,298	8,831	173,902									1,536	45,221
% CHANGE	-10%		-24%	4%	-46%									95%	19%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	1,542,497		522,918	11,754	165,512									1,701	25,993
% CHANGE	16%		32%	31%	9%									236%	341%
FY 19-20 YTD TOTAL	2,074,051		1,020,425	16,698	318,906									4,063	107,487
% CHANGE	-14%		-33%	-8%	-44%									41%	7%
FY 18-19 YTD TOTAL	2,054,816		987,038	16,244	339,353									3,422	98,401
% CHANGE	-13%		-30%	-5%	-47%									67%	17%



ITEM VI.A.2.c.

MEMORANDUM

TO: LVCCLD Board of Trustees through Kelvin Watson, Executive Director
FROM: JoAnn Prevetti, Director of Development
DATE: **September 30, 2022**
SUBJECT: Development Department Report, October 2022

Development and Planning Department Powerful Plays September 2022

Development Monthly Update September

- 1) Met with Ms. Shannon Doucett with the SHAQ Foundation and the office of Perry Rogers. We are working on an ask to the SHAQ foundation.
- 2) Foundation Board approved funding for the Library's first gala. Date will be 11/4/23 @ Area 15.
 - a. More to come.
- 3) Las Vegas Recycle owners toured the East Las Vegas Library on September 12, 2022. They were amazed by all of the programming we have at that location and would like to contribute in the \$10k range for marketing for the Library to the Latino community.
 - a. Development spoke with BAM and we will report back shortly.
- 4) Attended the Las Vegas Executive Association Breakfast with Kelvin. We (Kelvin and JoAnn). We were guests of Commissioner Woodbury's. The Library is rejoining this association.
- 5) Met with Ms. Michelle Sanders with the Rogers Foundation re: the Library and the Library Foundation Board. She is now a confirmed member of the Foundation's board.
- 6) Toured Clark County Teen Tech Center and library with Vegas Inferno e-sports leadership. City of Las Vegas is partnered with this group and they were present as well.
 - a. Discussion was focused on e-gaming events at the library and library funding.
 - i. More to come.

Development and Planning Report
Page 2

- 7) Attended our first Vegas Chamber's Executive Women's Council meeting. Discussion was on youth and drug court. Judge Kerns led the meeting.
- 8) Met with Nevada State Bank leadership. We have been invited to submit a grant application (in the \$20k range). Submission dates are 10/1/22 through 12/31/22.
 - a. More to come.
- 9) Met with Tim Mullin and Sara Alcaez with the USO to discuss library services at the airport location. The Reid airport services approximately 350 military members each week.

Funds Raised in August

August - \$17,240 in bookstore sales.

Smith's Food and Drug - \$500

Aviators \$250

Individual Donations \$1,250

Green our Planet - \$80,000 to install hydroponics equipment in 10 library branches.

Prior and Upcoming Meetings

9/22/22 – Angel Awards with Kelvin

9/23/22 – Tim Wong – second meeting. Met with Tim Wong, a former Trustee and Foundation board member. He is excited about the fundraising path the District/Foundation is taking and would like to be a conduit for the District/Foundation to connect with high-level donors to help in reach our goals.

- a. He truly cares about the Library and was happy that Development reached out to re-engage him.
- b. He is considering funding the Children's Discovery Museum passes for the Library. More to come.

9/26/22 – Maureen Schafer – President of the Council for a Better Nevada and the BIO Tech Corporation.

9/28/22 UNLV School of Law new dean installation.

9/30/22 – Governor Sisolak's Infrastructure Summit (with AI)

9/30/22 – Nevada Preservation Foundation – event sponsored by the Latin Chamber and Peter Guzman

10/3/22 – UNLV Foundation's Annual Dinner

10/4/22 – Big Idea Presentation (Kelvin presenting)

10/5/22 – Brittany DuPree – VP with Green our Planet (our hydroponics donor/partner)

10/8/22 – Discovery Museum Gala

10/13/22 – Vegas Chamber Awards – Kelvin nominated for Executive of the Year

10/17/22 – Nevada State Bank Leadership touring Windmill Library (Matt will be part of the tour).

10/18/22 – Nevada State Parks – implementation of state park pass program.

10/20/22 – Governors Points of Light Awards – Leslie Valdes nominated for her volunteer leadership.

10/23/22 – Las Vegas Book Festival

10/26/22 – Bar Association Luncheon – Sandra Douglas-Morgan (Raiders President) is the guest speaker.

10/27/22 – Asian Chamber Luncheon.

10/30/22 – Governor Sisolak's Infrastructure Summit.

October – Michelle Marsh – President of First Class Vending – Ms. Marsh is closely tied to the Hope for Prisoners and hires individuals from the program to work for her company.

October - Patrick Foley and Wendell Blayblock from Wells Fargo tour of library and donation discussion.

Pending Meetings

Lunch with Peter Guzman – Latin Chamber president

Mr. Paul Tran, Summerlin resident and founder and CEO of Manscaped (a billion-dollar company)



ITEM VI.A.2.d.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director
FROM: Albert G. Prendergast, Chief Information Officer
DATE: September 30, 2022
SUBJECT: Information Technology Report, October 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 September.

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).
- AS staff revised several staff procedures, including the Library Card Entry and Card Expired checklist and the Staff Refund Procedures and Refund Flow Chart, to keep the information current and consistent for staff and customers.
- AS staff worked with the Branding and Marketing department to develop a courtesy notification flier, in both English and Spanish, to promote our new SMS Notification Service.
- ER staff attended the "Nevada Connections Academy (NCA) Back to School Bash" and spoke with teachers and students about the online resources that the District has to support them this school year. NCA is a state-sponsored K-12 virtual public charter school.
- AS staff provided one in-person Sierra training for staff on system features and how to use the integrated library system.
- CBS staff provided one in-person "Making the Floating Collection Work" training class for District-wide staff to help staff better assist customers with borrowing items in the collection.
- DC staff provided three in-person collection maintenance training classes for branch staff to help build responsive library collections for our customers.
- Interlibrary (ILL) Loan staff provided one in-person training class on Introduction to ILL and one virtual training class on How to Place an ILL Loan Request to improve the staff's ability to assist customers with this service.
- One Microcomputer and Network Analyst attended a one-week virtual class for Microsoft Office 365 Administration.

POWERFUL PLACES

- IT staff worked with the Regional Broadband Action Team (RBAT) to prepare and advertise a Request For Proposal (RFP) for fiber construction to the rural 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. This project would leverage the District's allocated funds from the FCC's E-Rate Program for the construction. RFP responses are due on December 19. The success of this project will position the District to push high-speed Internet access into the surrounding communities. Additionally, IT staff and Library Operation staff met virtually with the RBAT Digital Equity Team to discuss the activities that the District is currently undertaking to help close the digital divide.
- 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. The team has decided to expand the pilot program to the Spring Valley 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.
- CBS staff visited multiple branches to offer collection development assistance to help maintain healthy and responsive collections and increase circulation.
- DC staff provided fresh content to the outlying branches to keep the collections relevant for customers and visited several branches to assist with the assessment of their collections.

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 969 e-mails to the ASK account in August.
- AS staff prepared QuickStart library cards for outreach visits to local schools and other community partners.
- In August, Henderson District Public Library (HDPL) residents checked out 1,494 items from our OverDrive collection, while our customers checked out 546 items from the HDPL through the Reciprocal Lending Agreement.
- Boulder City and North Las Vegas residents accounted for 7.7% of the District's OverDrive e-media circulation, with North Las Vegas Library District accounting for approximately 6% and Boulder City Library District accounting for 1.7% in August.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 8.3% of our OverDrive circulation with 19,696 checkouts and 945 new IDC user accounts were created in August.
- CBS staff continues to order materials to support Axis 360 as more Clark County School District schools opt-in to the Community Share Program. To date, 116 schools have opted into the Program.
- CBS staff added 265 unique items to the collection for the Boulder City Library District in August.
- ILL staff received 518 requests from our customers to borrow materials from other library systems and received 664 requests from other libraries to borrow our items.

Information Technology Report
Page 3

- The District worked with UNLV to install two advertising kiosks at the Centennial Hills and Windmill libraries. The kiosks are designed to promote the University and District.
- CBS staff continues to work with the Community Engagement and Development divisions and the Spring Preserve to provide admission tickets for checkout to customers.
- ER staff and Development department staff met with the Las Vegas Inferno, an e-sports gaming team, to discuss sponsoring a teen gaming partnership at the Clark County Library.

POWERFUL PLATFORMS

- CBS staff added 3,294 titles with 9,863 new items to the collection and withdrew 4,391 items from the library catalog in August. The withdrawn items will either be resold or discarded. CBS staff also added 9,950 e-books and e-audiobooks and 7,564 new Hoopla music records in 48 different languages to the collection in August.
- 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 second set of the new zSpace systems to the Mesquite Library. These systems combine elements of virtual and augmented reality to allow teachers and learners to interact with simulated objects in virtual environments as if they are real. Three additional branches are scheduled for completion this fiscal year.
- 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.
- IT staff worked with Branding and Marketing and our vendor BiblioCommons to change our website domain name from lvccld.org to thelibrarydistrict.org as a part of the District's Rebranding Project.
- IT staff implemented new security e-mail settings to prevent name spoofing for all library staff. E-mail messages will be quarantined if the sender's name from an outside e-mail address matches the name of an internal e-mail account.

Of the \$3,102,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY23, \$1,061,934.81 was expended:

- ILS Cloud Backup Implementation- \$24,375.05
- Replacement end-of-life wireless controller – \$14,769.46
- Miscellaneous replacement laptops - \$29,406
- Equipment for Memory Lab - \$5,740
- Annual PC Replacement Project - \$526,730
- Replacement end-of-life sorters - \$324,632.94
- zSpace Systems - \$99,285.36
- Microsoft Office Licenses - \$36,996

ITEM VI.A.3.a.



MEMORANDUM

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

FROM: Floresto Cabias, Chief Financial Officer

DATE: September 30, 2022

SUBJECT: Financial Services Report, October 2022

This report summarizes the Financial Services Department's activities and accomplishments in the month of September 1 – September 30, 2022.

Administration

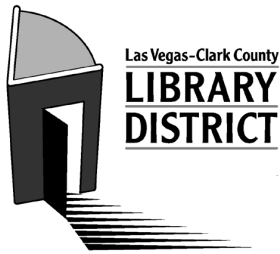
- Updated the District's cash flow analysis
- Provided various documentation and assistance to the independent auditing firm (HintonBurdick) for the Fiscal Year 2021-2022 annual audit
- Prepared and posted the Finance and Audit Committee Meeting documents; presented an update on the District's financial operations
- Met with a representative of Brinks, the District's armored car service provider
- **Justin Tully** attended Payment Card Industry Data Security Standards 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 (\$2.8M for the month of September)
- 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
- Payroll staff attended Empower training
- Performed all accounts payable duties
- Performed all accounts receivable duties, including collections for overdue accounts

Financial Services Report
Page 2

- 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

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

From: Floresto Cabias, Chief Financial Officer

Date: September 26, 2022

Subject: September 2022 Budget Status Report

Enclosed are the budget status reports for September 2022. General fund revenues show 19% of budgeted revenues collected.

Property Tax Revenues

As compared to September 2021, the District collected 9% more in property taxes. Property taxes are assessed on a fiscal year basis beginning on July 1.

Consolidated Sales Tax Revenues (CTX)

As of September 26, 2022, the District collected no CTX for FY 2023. The CTX that will be received on September 30, 2022 represents collections for the month of July 2022, which is the first month of FY 2023. The State of Nevada distributes CTX collections two months after the month of collection.

As reported throughout the year, the District continues to face economic headwinds that may adversely affect revenue collections going forward (e.g., inflation, housing interest rates, recession fears). See the charts below showing historical CTX trends. Although the District consistently saw significant monthly increases compared to the same period one year ago, the rate of increases began declining throughout FY 2022. Staff will closely monitor CTX to determine the potential financial impact on FY 2023.

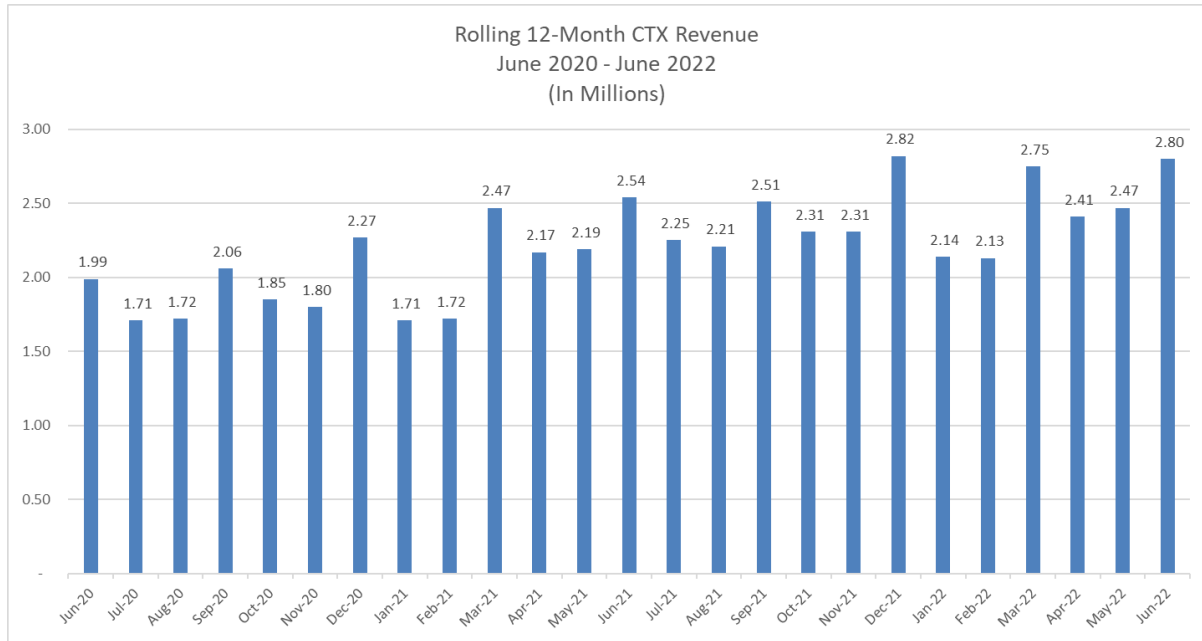
Expenditures

The General Fund has spent 20% of the allocated budget for FY 2023. The percentage spent so far is consistent with prior years. See the summary of expenditures by department in the reports below.

Ending Fund Balance

Based on revenue and expenditure activity so far in FY 2023, staff expects to maintain an ending fund balance for FY 2023 that is 20% of budgeted expenditures, while also transferring \$34M from the General Fund to the Capital Projects Fund.

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	2,784,189.02	9.51%
TOTAL	24,212,141.75	29,109,434.54	20.23%

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

General Fund - 100

From 09/01/2022 Through 09/26/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	17,120,209.04	59,198,000.00	42,077,790.96	71.08%
Intergovernmental Revenue	-	30,000,000.00	30,000,000.00	100.00%
Charges for Services	10,106.46	500,000.00	489,893.54	97.98%
Fines & Forfeits	272,171.48	500,000.00	227,828.52	45.57%
Miscellaneous	(14,718.87)	860,000.00	874,718.87	101.71%
Total Revenues	17,387,768.11	91,058,000.00	73,670,231.89	80.90%
Expenditures				
Salaries	6,236,109.52	33,581,019.00	27,344,909.48	81.43%
Benefits	2,606,470.85	14,062,191.00	11,455,720.15	81.46%
Supplies & Services	3,795,946.49	17,199,234.00	13,403,287.51	77.93%
Capital Outlay	2,750,877.84	11,353,000.00	8,602,122.16	75.77%
Total Expenditures	15,389,404.70	76,195,444.00	60,806,039.30	79.80%
Excess (Deficit) of Revenues over (under) Expenditures	1,998,363.41	14,862,556.00	12,864,192.59	1.10%

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

General Fund - 100**From 09/01/2022 Through 09/26/2022**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	119,350.80	980,298.00	860,947.20	87.83%
120	Administration - Library Operations	273,455.80	1,682,263.00	1,408,807.20	83.74%
200	Financial Services	244,816.93	2,037,364.00	1,792,547.07	87.98%
215	Community Outreach	107,244.34	721,577.00	614,332.66	85.14%
216	Youth Services	115,735.56	414,524.00	298,788.44	72.08%
217	Adult Services	51,553.96	288,233.00	236,679.04	82.11%
220	Development Office	147,698.89	711,964.00	564,265.11	79.25%
240	General Services/Facilities	2,331,989.57	11,209,262.00	8,877,272.43	79.20%
250	Human Resources	528,882.71	2,724,857.00	2,195,974.29	80.59%
251	HR-Work Insurance	147,868.58	1,501,744.00	1,353,875.42	90.15%
260	Information Technology	1,503,826.73	4,460,681.00	2,956,854.27	66.29%
270	Literacy Department	67,408.65	354,409.00	287,000.35	80.98%
280	Branding and Marketing	438,454.47	2,368,611.00	1,930,156.53	81.49%
290	Access Services Department	273,618.26	1,148,489.00	874,870.74	76.18%
310	Collection and Bibliographic Services	3,274,327.95	13,651,294.00	10,376,966.05	76.01%
320	Gallery Services	38,394.55	198,071.00	159,676.45	80.62%
330	Programming and Venues	610,284.81	3,177,283.00	2,566,998.19	80.79%
340	Community Engagement	76,695.24	528,153.00	451,457.76	85.48%
400	Library Operations	5,037,796.90	28,036,367.00	22,998,570.10	82.03%
Total		15,389,404.70	76,195,444.00	60,806,039.30	79.80%

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

General Fund - 100
Library Operations - Dept 400
From 09/01/2022 Through 09/26/2022

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	15,653.37	126,566.00	110,912.63	87.63%
110	Bunkerville	13,325.63	117,771.00	104,445.37	88.69%
120	Clark County Library	534,957.66	2,894,468.00	2,359,510.34	81.52%
130	Enterprise Library	258,406.21	1,478,025.00	1,219,618.79	82.52%
140	Goodsprings	15,299.61	110,543.00	95,243.39	86.16%
160	Indian Springs	23,807.77	140,406.00	116,598.23	83.04%
180	Laughlin	132,472.25	719,156.00	586,683.75	81.58%
190	Mesquite	192,726.60	1,114,029.00	921,302.40	82.70%
200	Moapa Town	12,401.66	115,375.00	102,973.34	89.25%
210	Moapa Valley	58,610.24	341,565.00	282,954.76	82.84%
220	Mount Charleston	12,424.16	115,869.00	103,444.84	89.28%
230	Rainbow Library	333,518.11	1,937,089.00	1,603,570.89	82.78%
240	Sahara West Library	493,978.86	2,640,170.00	2,146,191.14	81.29%
250	Sandy Valley	19,231.14	143,724.00	124,492.86	86.62%
260	Searchlight	7,838.11	112,958.00	105,119.89	93.06%
270	Spring Valley Library	307,889.75	1,775,215.00	1,467,325.25	82.66%
280	Summerlin Library	281,665.56	1,442,136.00	1,160,470.44	80.47%
290	Sunrise Library	281,848.57	1,572,937.00	1,291,088.43	82.08%
300	West Charleston Library	344,564.78	1,745,209.00	1,400,644.22	80.26%
310	West Las Vegas Library	265,541.02	1,745,390.00	1,479,848.98	84.79%
320	Whitney Library	319,845.06	1,616,672.00	1,296,826.94	80.22%
360	Meadows Library	18,039.03	118,975.00	100,935.97	84.84%
370	Centennial Hills	322,905.76	1,918,481.00	1,595,575.24	83.17%
380	Windmill Library	369,866.08	1,882,684.00	1,512,817.92	80.35%
390	East Las Vegas Library	391,534.37	2,061,025.00	1,669,490.63	81.00%
605	City Misdemeanant	9,445.54	49,929.00	40,483.46	81.08%
Total		5,037,796.90	28,036,367.00	22,998,570.10	82.03%

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

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

General Fund - 100
From 09/01/2022 Through 09/26/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	5,024,023.46	26,217,551.00	21,193,527.54	80.84%
51200 Salaries - Part Time	1,015,778.84	5,998,376.00	4,982,597.16	83.07%
51300 Overtime Pay	5,745.61	55,000.00	49,254.39	89.55%
51400 Call Back Pay	2,312.57	6,543.00	4,230.43	64.66%
51500 Standby Pay	12,917.45	76,464.00	63,546.55	83.11%
51600 Longevity Pay	49,614.77	277,085.00	227,470.23	82.09%
51700 Separation Pay	125,716.82	450,000.00	324,283.18	72.06%
51800 Leave Buyout	-	500,000.00	500,000.00	100.00%
55100 Employees Retirement	1,544,053.11	7,930,547.00	6,386,493.89	80.53%
55200 Group Insurance	907,906.73	4,970,920.00	4,063,013.27	81.74%
55300 Workers' Comp. Payments	11,701.19	271,544.00	259,842.81	95.69%
55400 Medicare Coverage Expense	142,809.82	814,180.00	671,370.18	82.46%
55500 Unemployment Insurance	-	75,000.00	75,000.00	100.00%
61100 Office Supplies	44,672.54	531,180.00	486,507.46	91.59%
61110 Operating Supplies	80,866.23	603,265.00	522,398.77	86.60%
61120 Software & User Licenses	143,632.64	429,384.00	285,751.36	66.55%
61130 Software Maintenance	587,384.32	1,095,900.00	508,515.68	46.40%
61200 Book Materials & Supplies	9,018.45	120,409.00	111,390.55	92.51%
61205 Interlibrary Loan	231.31	4,500.00	4,268.69	94.86%
61210 Small Equipment	36,673.29	384,250.00	347,576.71	90.46%
61400 Equipment Repair & Maint.	490,742.79	742,856.00	252,113.21	33.94%
61410 Contracted Services	975,540.22	6,686,841.00	5,711,300.78	85.41%
61420 Building Repair & Maint.	21,182.84	238,200.00	217,017.16	91.11%
61500 Rental Expenses	11,272.57	54,604.00	43,331.43	79.36%
61600 Telephone	141,503.09	690,000.00	548,496.91	79.49%
61700 Utilities	447,279.38	1,935,910.00	1,488,630.62	76.90%
61800 Insurance & Bonds	384,902.98	399,678.00	14,775.02	3.70%
61900 Professional Services	231,238.43	829,250.00	598,011.57	72.11%
61910 Legal Services	39,236.32	364,500.00	325,263.68	89.24%
62200 Collection Agencies	7,566.75	130,000.00	122,433.25	94.18%
62300 Board Compensation	720.00	9,600.00	8,880.00	92.50%
62500 Postage	353.70	271,500.00	271,146.30	99.87%
62510 Advertising	34,905.97	216,700.00	181,794.03	83.89%
62600 Community Events	1,086.66	37,250.00	36,163.34	97.08%
62620 Recruitment	300.00	625.00	325.00	52.00%
62700 Education & Training	15,477.33	306,285.00	290,807.67	94.95%
62800 Travel & Transportation	26,272.89	293,250.00	266,977.11	91.04%
62900 Printing & Reproduction	18,923.50	233,250.00	214,326.50	91.89%
63000 Dues & Subscriptions	8,852.19	41,210.00	32,357.81	78.52%
65000 Miscellaneous Expenses	23,190.67	36,600.00	13,409.33	36.64%
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	2,750,877.84	11,353,000.00	8,602,122.16	75.77%
Total	15,389,404.70	76,195,444.00	60,806,039.30	79.80%

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

Grant Fund - 220**From 09/01/2022 Through 09/26/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Intergovernmental Revenue	10,000.00	6,000,000.00	5,990,000.00	99.83%
Miscellaneous	20,000.00	-	(20,000.00)	
Total Revenues	30,000.00	6,000,000.00	5,970,000.00	99.50%
Expenditures				
Salaries	147,182.82	693,139.00	545,956.18	78.77%
Benefits	42,526.87	210,000.00	167,473.13	79.75%
Supplies & Services	32,999.73	2,046,861.00	2,013,861.27	98.39%
Capital Outlay	254,700.00	3,050,000.00	2,795,300.00	91.65%
Total Expenditures	477,409.42	6,000,000.00	5,522,590.58	92.04%
Excess (Deficit) of Revenues over (under) Expenditures	(447,409.42)	-	447,409.42	7.46%

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

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

Grant Fund - 220
From 09/01/2022 Through 09/26/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	73,102.83	412,123.10	339,020.27	82.26%
51200 Salaries - Part Time	73,831.10	281,016.00	207,184.90	73.73%
51300 Overtime Pay	6.81	-	(6.81)	
51600 Longevity Pay	242.08	-	(242.08)	
55100 Employees Retirement	21,820.57	146,367.54	124,546.97	85.09%
55200 Group Insurance	14,010.24	54,032.91	40,022.67	74.07%
55400 Medicare Coverage Expense	6,696.06	9,599.55	2,903.49	30.25%
61100 Office Supplies	484.96	4,511.83	4,026.87	89.25%
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	2,770.52	760,000.00	757,229.48	99.64%
61900 Professional Services	4,500.00	200,000.00	195,500.00	97.75%
62800 Travel & Transportation	2,404.55	51,000.00	48,595.45	95.29%
63000 Dues & Subscriptions	325.26	75,000.00	74,674.74	99.57%
65000 Miscellaneous Expenses	2,514.82	76,767.07	74,252.25	96.72%
81600 Capital Equipment - Major	-	2,600,000.00	2,600,000.00	100.00%
81700 Library Books	254,700.00	450,000.00	195,300.00	43.40%
Total	477,409.42	6,000,000.00	5,522,590.58	92.04%

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

**Gift Fund - 230
From 09/01/2022 Through 09/26/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	38,963.25	2,000,000.00	1,961,036.75	98.05%
Total Revenues	38,963.25	2,000,000.00	1,961,036.75	98.05%
Expenditures				
Salaries	-	100,000.00	100,000.00	100.00%
Supplies & Services	8,110.53	900,000.00	891,889.47	99.10%
Capital Outlay	-	1,000,000.00	1,000,000.00	100.00%
Total Expenditures	8,110.53	2,000,000.00	1,991,889.47	99.59%
Excess (Deficit) of Revenues over (under) Expenditures	30,852.72	-	(30,852.72)	-1.54%

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

Gift Fund - 230

From 09/01/2022 Through 09/26/2022

	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	1,762.43	20,000.00	18,237.57	91.19%
61210 Small Equipment	-	20,000.00	20,000.00	100.00%
61410 Contracted Services	2,777.59	290,000.00	287,222.41	99.04%
61500 Rental Expenses	-	315,000.00	315,000.00	100.00%
61900 Professional Services	1,000.00	200,000.00	199,000.00	99.50%
62600 Community Events	511.40	10,000.00	9,488.60	94.89%
62900 Printing & Reproduction	-	10,000.00	10,000.00	100.00%
63000 Dues & Subscriptions	199.00	-	(199.00)	
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%
Total	8,110.53	2,000,000.00	1,991,889.47	99.59%

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

**Capital Projects Fund - 510
From 09/01/2022 Through 09/26/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	(28,790.92)	150,000.00	178,790.92	119.19%
Total Revenues	(28,790.92)	150,000.00	178,790.92	119.19%
Expenditures				
Supplies & Services	213,761.21	6,481,674.00	6,267,912.79	96.70%
Capital Outlay	145,898.24	5,210,547.00	5,064,648.76	97.20%
Total Expenditures	359,659.45	11,692,221.00	11,332,561.55	96.92%
Excess (Deficit) of Revenues over (under) Expenditures	(388,450.37)	(11,542,221.00)	(11,153,770.63)	22.27%

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

Capital Projects Fund - 510
From 09/01/2022 Through 09/26/2022

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61110 Operating Supplies	3,817.22	800,000.00	796,182.78	99.52%
61120 Software & User Licenses	68,717.56	300,000.00	231,282.44	77.09%
61130 Software Maintenance	-	240,000.00	240,000.00	100.00%
61210 Small Equipment	12,464.59	1,200,000.00	1,187,535.41	98.96%
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.	38,952.12	1,100,000.00	1,061,047.88	96.46%
61800 Insurance & Bonds	3,729.00	181,674.00	177,945.00	97.95%
61900 Professional Services	73,076.17	1,560,000.00	1,486,923.83	95.32%
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	145,898.24	4,000,000.00	3,854,101.76	96.35%
Total	359,659.45	11,692,221.00	11,332,561.55	96.92%

Las Vegas-Clark County Library District

Project 2050 - Furniture Replacement
From 09/01/2022 through 09/26/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	159.99	75,000.00	74,840.01	100%
Total Expenditures		159.99	75,000.00	74,840.01	100%

Las Vegas-Clark County Library District

Project 2200 - Financial Services Projects
From 09/01/2022 through 09/26/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	2,584.00	185,000.00	182,416.00	99%
61800	Insurance & Bonds	3,729.00	-	(3,729.00)	0%
61900	Professional Services	800.00	-	(800.00)	0%
65100	Bank Charges	9,004.55	40,000.00	30,995.45	77%
81600	Capital Equipment - Major	-	80,000.00	80,000.00	100%
Total Expenditures		16,117.55	305,000.00	288,882.45	95%

Las Vegas-Clark County Library District

Project 4010 - Tech Replacements & Upgrades
From 09/01/2022 through 09/26/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	-	162,000.00	162,000.00	100%
61120	Software & User Licenses	68,716.90	300,000.00	231,283.10	77%
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%
Total Expenditures		72,716.90	3,102,000.00	3,029,283.10	98%

Las Vegas-Clark County Library District

Project 5010 - Bldg Repair & Maintenance
From 09/01/2022 through 09/26/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	3,817.22	100,000.00	96,182.78	96.2%
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.	38,952.12	900,000.00	861,047.88	96%
61900	Professional Services	5,120.00	900,000.00	894,880.00	99%
81500	Capital Improvements	-	640,547.00	640,547.00	100%
81600	Capital Equipment - Major	20,368.00	-	(20,368.00)	0%
Total Expenditures		77,978.60	3,175,221.00	3,097,242.40	98%

Las Vegas-Clark County Library District

Project 5015 - Construction Projects
From 09/01/2022 through 09/26/2022

510
Capital Projects Fund

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
45200 Interest Earnings	(28,790.92)	150,000.00	178,790.92	119%
 Total Revenues	(28,790.92)	150,000.00	178,790.92	119%
Expenditures				
81500 Capital Improvements	67,156.17	4,000,000.00	3,932,843.83	98%
 Total Expenditures	67,156.17	4,000,000.00	3,932,843.83	98%

Las Vegas-Clark County Library District

Project 5020 - PVS Projects
From 09/01/2022 through 09/26/2022

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	385,000.00	385,000.00	100%
81500	Capital Improvements	-	100,000.00	100,000.00	100%
81600	Capital Equipment - Major	125,530.24	400,000.00	274,469.76	69%
Total Expenditures		125,530.24	885,000.00	759,469.76	86%

Las Vegas-Clark County Library District

Project 9010 - Vehicle Purchase and Replacement
From 09/01/2022 through 09/26/2022

510
Capital Projects Fund

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

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

**Debt Service Fund - 610
From 09/01/2022 Through 09/26/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	3.05	-	(3.05)	
Miscellaneous	10.30	10,000.00	9,989.70	99.90%
Total Revenues	13.35	10,000.00	9,986.65	99.87%
Expenditures				
Supplies & Services	-	10,000.00	10,000.00	100.00%
Total Expenditures	-	10,000.00	10,000.00	100.00%
Excess (Deficit) of Revenues over (under) Expenditures	13.35	-	(13.35)	-0.13%

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

Debt Service Fund - 610
From 09/01/2022 Through 09/26/2022

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

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

General Fund - 100
Administration - Executive - 110
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	65,157.35	501,310.00	436,152.65
Total Salaries		65,157.35	501,310.00	436,152.65
Benefits				
55100	Employees Retirement	19,044.52	135,306.00	116,261.48
55200	Group Insurance	5,520.85	40,643.00	35,122.15
55400	Medicare Coverage Expense	938.28	6,689.00	5,750.72
Total Benefits		25,503.65	182,638.00	157,134.35
Supplies & Services				
61100	Office Supplies	324.77	3,500.00	3,175.23
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	571.50	75,000.00	74,428.50
61910	Legal Services	17,522.48	75,000.00	57,477.52
62300	Board Compensation	720.00	9,600.00	8,880.00
62600	Community Events	204.43	14,000.00	13,795.57
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
Total Supplies & Services		28,689.80	296,350.00	267,660.20
Total Administration - Executive-110		119,350.80	980,298.00	860,947.20

***The Travel & Transportation budget also accounts for costs incurred by the Board of Trustees.

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

General Fund - 100**Administration - Library Operations - 120****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	172,093.84	897,822.00	725,728.16
51200	Salaries - Part Time	13,846.31	87,677.00	73,830.69
51600	Longevity Pay	1,146.12	6,877.00	5,730.88
Total Salaries		187,086.27	992,376.00	805,289.73
Benefits				
55100	Employees Retirement	55,306.72	293,186.00	237,879.28
55200	Group Insurance	20,334.26	96,412.00	76,077.74
55400	Medicare Coverage Expense	2,663.27	14,389.00	11,725.73
Total Benefits		78,304.25	403,987.00	325,682.75
Supplies & Services				
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	3,006.16	154,000.00	150,993.84
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	1,489.16	30,000.00	28,510.84
63000	Dues & Subscriptions	-	1,500.00	1,500.00
Total Supplies & Services		8,065.28	285,900.00	277,834.72
Total Administration - Library Operations-120		273,455.80	1,682,263.00	1,408,807.20

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

General Fund - 100
Financial Services - 200
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	108,402.00	619,816.00	511,414.00
51300	Overtime Pay	469.96	-	(469.96)
51600	Longevity Pay	316.66	1,900.00	1,583.34
Total Salaries		109,188.62	621,716.00	512,527.38
Benefits				
55100	Employees Retirement	31,846.74	184,395.00	152,548.26
55200	Group Insurance	11,711.31	62,771.00	51,059.69
55400	Medicare Coverage Expense	1,757.23	9,015.00	7,257.77
Total Benefits		45,315.28	256,181.00	210,865.72
Supplies & Services				
61110	Operating Supplies	339.98	6,000.00	5,660.02
61130	Software Maintenance	-	50,000.00	50,000.00
61400	Equipment Repair & Maint.	2,614.56	76,030.00	73,415.44
61410	Contracted Services	19,328.20	225,000.00	205,671.80
61500	Rental Expenses	(30.00)	-	30.00
61900	Professional Services	25,172.65	80,000.00	54,827.35
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	7,566.75	130,000.00	122,433.25
62500	Postage	353.70	70,000.00	69,646.30
62510	Advertising	1,834.80	16,700.00	14,865.20
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	20,212.96	10,000.00	(10,212.96)
65100	Bank Charges	12,919.43	50,000.00	37,080.57
67000	Rental Expenses to QALICBs	-	432,237.00	432,237.00
Total Supplies & Services		90,313.03	1,159,467.00	1,069,153.97
Total Financial Services-200		244,816.93	2,037,364.00	1,792,547.07

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

General Fund - 100
Community Outreach - 215
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	68,128.74	424,733.00	356,604.26
51200	Salaries - Part Time	-	22,995.00	22,995.00
51300	Overtime Pay	25.00	-	(25.00)
51600	Longevity Pay	851.10	5,107.00	4,255.90
Total Salaries		69,004.84	452,835.00	383,830.16
Benefits				
55100	Employees Retirement	20,521.86	126,358.00	105,836.14
55200	Group Insurance	15,105.35	97,392.00	82,286.65
55400	Medicare Coverage Expense	1,066.31	7,992.00	6,925.69
Total Benefits		36,693.52	231,742.00	195,048.48
Supplies & Services				
61110	Operating Supplies	485.92	17,000.00	16,514.08
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	936.46	5,000.00	4,063.54
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	-	500.00	500.00
65000	Miscellaneous Expenses	123.60	-	(123.60)
Total Supplies & Services		1,545.98	37,000.00	35,454.02
Total Community Outreach-215		107,244.34	721,577.00	614,332.66

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

General Fund - 100**Youth Services - 216****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	33,500.08	153,480.00	119,979.92
51600	Longevity Pay	323.24	1,939.00	1,615.76
Total Salaries		33,823.32	155,419.00	121,595.68
Benefits				
55100	Employees Retirement	10,062.74	45,660.00	35,597.26
55200	Group Insurance	3,108.22	14,791.00	11,682.78
55400	Medicare Coverage Expense	479.86	2,254.00	1,774.14
Total Benefits		13,650.82	62,705.00	49,054.18
Supplies & Services				
61110	Operating Supplies	7,039.04	57,450.00	50,410.96
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	52,612.50	113,700.00	61,087.50
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	-	2,500.00	2,500.00
Total Supplies & Services		68,261.42	196,400.00	128,138.58
Total Youth Services-216		115,735.56	414,524.00	298,788.44

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

General Fund - 100**Adult Services - 217****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	13,501.60	93,445.00	79,943.40
Total Salaries		13,501.60	93,445.00	79,943.40
Benefits				
55100	Employees Retirement	4,016.72	27,800.00	23,783.28
55200	Group Insurance	1,234.68	7,133.00	5,898.32
55400	Medicare Coverage Expense	187.64	1,355.00	1,167.36
Total Benefits		5,439.04	36,288.00	30,848.96
Supplies & Services				
61110	Operating Supplies	90.82	40,000.00	39,909.18
61210	Small Equipment	-	15,000.00	15,000.00
61410	Contracted Services	32,400.00	100,000.00	67,600.00
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	122.50	2,500.00	2,377.50
Total Supplies & Services		32,613.32	158,500.00	125,886.68
Total Adult Services-217		51,553.96	288,233.00	236,679.04

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

General Fund - 100**Development Office - 220****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	83,028.78	391,029.00	308,000.22
51600	Longevity Pay	441.46	2,649.00	2,207.54
Total Salaries		83,470.24	393,678.00	310,207.76
Benefits				
55100	Employees Retirement	24,671.40	116,331.00	91,659.60
55200	Group Insurance	13,475.09	63,747.00	50,271.91
55400	Medicare Coverage Expense	1,186.44	5,708.00	4,521.56
Total Benefits		39,332.93	185,786.00	146,453.07
Supplies & Services				
61110	Operating Supplies	641.89	2,500.00	1,858.11
61410	Contracted Services	-	40,500.00	40,500.00
61900	Professional Services	19,672.50	50,000.00	30,327.50
61910	Legal Services	-	2,000.00	2,000.00
62500	Postage	-	1,500.00	1,500.00
62600	Community Events	700.00	5,000.00	4,300.00
62800	Travel & Transportation	-	30,000.00	30,000.00
63000	Dues & Subscriptions	3,131.33	1,000.00	(2,131.33)
65000	Miscellaneous Expenses	750.00	-	(750.00)
Total Supplies & Services		24,895.72	132,500.00	107,604.28
Total Development and Planning-220		147,698.89	711,964.00	564,265.11

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

Las Vegas-Clark County Library District
Department Expenditures

General Fund - 100
General Services/Facilities - 240
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	363,930.55	1,756,120.00	1,392,189.45
51200	Salaries - Part Time	13,547.18	76,660.00	63,112.82
51300	Overtime Pay	418.98	5,000.00	4,581.02
51400	Call Back Pay	2,312.57	6,543.00	4,230.43
51500	Standby Pay	12,917.45	76,464.00	63,546.55
51600	Longevity Pay	1,061.84	6,371.00	5,309.16
Total Salaries		394,188.57	1,927,158.00	1,532,969.43
Benefits				
55100	Employees Retirement	112,208.58	525,168.00	412,959.42
55200	Group Insurance	83,974.98	417,450.00	333,475.02
55300	Workers' Comp. Payments	11,468.34	-	(11,468.34)
55400	Medicare Coverage Expense	6,551.93	32,624.00	26,072.07
Total Benefits		214,203.83	975,242.00	761,038.17
Supplies & Services				
61100	Office Supplies	1,542.77	12,000.00	10,457.23
61110	Operating Supplies	57,072.37	300,000.00	242,927.63
61130	Software Maintenance	769.65	75,000.00	74,230.35
61210	Small Equipment	6,386.51	36,000.00	29,613.49
61400	Equipment Repair & Maint.	11,293.91	58,000.00	46,706.09
61410	Contracted Services	786,890.81	5,196,574.00	4,409,683.19
61420	Building Repair & Maint.	21,182.84	238,200.00	217,017.16
61500	Rental Expenses	4,470.51	14,000.00	9,529.49
61700	Utilities	447,279.38	1,935,910.00	1,488,630.62
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	47.94	1,000.00	952.06
65000	Miscellaneous Expenses	1,650.00	14,000.00	12,350.00
Total Supplies & Services		1,723,597.17	8,306,862.00	6,583,264.83
Total General Services/Facilities-240		2,331,989.57	11,209,262.00	8,877,272.43

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

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

From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	179,093.06	948,415.00	769,321.94
51300	Overtime Pay	9.89	-	(9.89)
Total Salaries		179,102.95	948,415.00	769,312.05
Benefits				
55100	Employees Retirement	52,916.45	282,153.00	229,236.55
55200	Group Insurance	31,507.90	168,820.00	137,312.10
55400	Medicare Coverage Expense	2,526.28	13,752.00	11,225.72
Total Benefits		86,950.63	464,725.00	377,774.37
Supplies & Services				
61110	Operating Supplies	439.75	15,015.00	14,575.25
61130	Software Maintenance	132,883.57	108,900.00	(23,983.57)
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	10,680.18	77,192.00	66,511.82
61900	Professional Services	74,690.88	470,000.00	395,309.12
61910	Legal Services	21,713.84	265,000.00	243,286.16
62510	Advertising	-	20,000.00	20,000.00
62600	Community Events	182.23	2,250.00	2,067.77
62610	Staff Day	-	30,000.00	30,000.00
62620	Recruitment	300.00	625.00	325.00
62700	Education & Training	9,728.33	240,785.00	231,056.67
62800	Travel & Transportation	9,467.45	80,600.00	71,132.55
63000	Dues & Subscriptions	2,554.92	1,100.00	(1,454.92)
65000	Miscellaneous Expenses	187.98	-	(187.98)
Total Supplies & Services		262,829.13	1,311,717.00	1,048,887.87
Total Human Resources-250		528,882.71	2,724,857.00	2,195,974.29

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

General Fund - 100

HR-Work Insurance - 251

From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51700	Separation Pay	125,716.82	950,000.00	824,283.18
Total Salaries		125,716.82	950,000.00	824,283.18
Benefits				
55200	Group Insurance	22,151.76	205,200.00	183,048.24
55300	Workers' Comp. Payments	-	271,544.00	271,544.00
55500	Unemployment Insurance	-	75,000.00	75,000.00
Total Benefits		22,151.76	551,744.00	529,592.24
Supplies & Services				
Total Supplies & Services		-	-	-
Total HR-Work Insurance-251		147,868.58	1,501,744.00	1,353,875.42

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

General Fund - 100
Information Technology - 260
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	316,754.64	1,553,577.00	1,236,822.36
51300	Overtime Pay	2,140.20	25,000.00	22,859.80
51600	Longevity Pay	1,740.90	10,445.00	8,704.10
Total Salaries		320,635.74	1,589,022.00	1,268,386.26
Benefits				
55100	Employees Retirement	91,276.30	462,189.00	370,912.70
55200	Group Insurance	46,524.47	259,692.00	213,167.53
55400	Medicare Coverage Expense	4,527.10	22,678.00	18,150.90
Total Benefits		142,327.87	744,559.00	602,231.13
Supplies & Services				
61110	Operating Supplies	2,645.03	25,000.00	22,354.97
61120	Software & User Licenses	8,356.26	20,000.00	11,643.74
61130	Software Maintenance	385,423.10	707,000.00	321,576.90
61210	Small Equipment	14,935.18	35,000.00	20,064.82
61400	Equipment Repair & Maint.	475,117.91	585,000.00	109,882.09
61410	Contracted Services	9,350.15	30,000.00	20,649.85
61600	Telephone	141,503.09	690,000.00	548,496.91
62700	Education & Training	3,499.00	25,000.00	21,501.00
62800	Travel & Transportation	-	10,000.00	10,000.00
65000	Miscellaneous Expenses	33.40	100.00	66.60
Total Supplies & Services		1,040,863.12	2,127,100.00	1,086,236.88
Total Information Technology-260		1,503,826.73	4,460,681.00	2,956,854.27

Las Vegas-Clark County Library District
Department Expenditures

General Fund - 100**Literacy - 270****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	34,044.49	157,052.00	123,007.51
51200	Salaries - Part Time	17,143.65	63,901.00	46,757.35
Total Salaries		51,188.14	220,953.00	169,764.86
Benefits				
55100	Employees Retirement	11,357.74	52,585.00	41,227.26
55200	Group Insurance	3,098.92	14,752.00	11,653.08
55400	Medicare Coverage Expense	1,531.09	5,944.00	4,412.91
Total Benefits		15,987.75	73,281.00	57,293.25
Supplies & Services				
61100	Office Supplies	113.70	2,000.00	1,886.30
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	119.06	6,000.00	5,880.94
Total Supplies & Services		232.76	60,175.00	59,942.24
Total Literacy Department-270		67,408.65	354,409.00	287,000.35

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

General Fund - 100
Branding and Marketing - 280
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	169,667.68	775,496.00	605,828.32
51300	Overtime Pay	43.45	-	(43.45)
51600	Longevity Pay	300.00	1,800.00	1,500.00
Total Salaries		170,011.13	777,296.00	607,284.87
Benefits				
55100	Employees Retirement	49,082.06	230,710.00	181,627.94
55200	Group Insurance	22,122.34	93,474.00	71,351.66
55400	Medicare Coverage Expense	2,429.80	11,271.00	8,841.20
Total Benefits		73,634.20	335,455.00	261,820.80
Supplies & Services				
61110	Operating Supplies	548.21	26,800.00	26,251.79
61120	Software & User Licenses	130,396.54	270,884.00	140,487.46
61210	Small Equipment	-	7,000.00	7,000.00
61400	Equipment Repair & Maint.	1,206.72	15,576.00	14,369.28
61410	Contracted Services	10,643.00	309,700.00	299,057.00
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	33,031.17	180,000.00	146,968.83
62600	Community Events	-	10,000.00	10,000.00
62800	Travel & Transportation	60.00	5,700.00	5,640.00
62900	Printing & Reproduction	18,923.50	218,000.00	199,076.50
65000	Miscellaneous Expenses	-	1,500.00	1,500.00
Total Supplies & Services		194,809.14	1,255,860.00	1,061,050.86
Total Branding and Marketing-280		438,454.47	2,368,611.00	1,930,156.53

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

General Fund - 100
Access Services - 290
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	112,977.29	536,605.00	423,627.71
51200	Salaries - Part Time	23,362.07	104,212.00	80,849.93
51300	Overtime Pay	-	5,000.00	5,000.00
51600	Longevity Pay	1,501.76	9,048.00	7,546.24
Total Salaries		137,841.12	654,865.00	517,023.88
Benefits				
55100	Employees Retirement	38,723.92	181,498.00	142,774.08
55200	Group Insurance	16,569.87	97,805.00	81,235.13
55400	Medicare Coverage Expense	2,420.05	11,711.00	9,290.95
Total Benefits		57,713.84	291,014.00	233,300.16
Supplies & Services				
61100	Office Supplies	50.27	1,000.00	949.73
61110	Operating Supplies	7,518.72	35,000.00	27,481.28
61130	Software Maintenance	68,308.00	150,000.00	81,692.00
61205	Interlibrary Loan	231.31	1,500.00	1,268.69
61210	Small Equipment	1,845.00	7,500.00	5,655.00
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	-
Total Supplies & Services		78,063.30	202,610.00	124,546.70
Total Access Services Department-290		273,618.26	1,148,489.00	874,870.74

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

General Fund - 100**Collection and Bibliographic Services - 310****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	259,500.32	1,263,278.00	1,003,777.68
51200	Salaries - Part Time	5,018.74	47,528.00	42,509.26
51600	Longevity Pay	4,818.32	28,910.00	24,091.68
Total Salaries		269,337.38	1,339,716.00	1,070,378.62
Benefits				
55100	Employees Retirement	78,628.01	375,825.00	297,196.99
55200	Group Insurance	51,276.59	252,189.00	200,912.41
55400	Medicare Coverage Expense	4,058.78	20,905.00	16,846.22
Total Benefits		133,963.38	648,919.00	514,955.62
Supplies & Services				
61110	Operating Supplies	-	1,000.00	1,000.00
61120	Software & User Licenses	-	34,000.00	34,000.00
61200	Book Materials & Supplies	9,018.45	120,409.00	111,390.55
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	111,130.90	144,250.00	33,119.10
62800	Travel & Transportation	-	5,000.00	5,000.00
81700	Library Books	2,750,877.84	11,353,000.00	8,602,122.16
Total Supplies & Services		2,871,027.19	11,662,659.00	8,791,631.81
Total Collection and Bibliographic Services-310		3,274,327.95	13,651,294.00	10,376,966.05

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

General Fund - 100**Gallery Services - 320****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	25,019.98	119,175.00	94,155.02
Total Salaries		25,019.98	119,175.00	94,155.02
Benefits				
55100	Employees Retirement	7,443.49	35,454.00	28,010.51
55200	Group Insurance	5,482.21	26,214.00	20,731.79
55400	Medicare Coverage Expense	356.03	1,728.00	1,371.97
Total Benefits		13,281.73	63,396.00	50,114.27
Supplies & Services				
61110	Operating Supplies	37.63	8,500.00	8,462.37
61120	Software & User Licenses	-	2,000.00	2,000.00
62510	Advertising	40.00	-	(40.00)
62800	Travel & Transportation	15.21	3,500.00	3,484.79
62900	Printing & Reproduction	-	1,500.00	1,500.00
Total Supplies & Services		92.84	15,500.00	15,407.16
Total Gallery Services-320		38,394.55	198,071.00	159,676.45

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

General Fund - 100**Programming and Venues - 330****From 09/01/2022 through 09/26/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	319,948.02	1,493,304.00	1,173,355.98
51200	Salaries - Part Time	55,639.73	317,743.00	262,103.27
51300	Overtime Pay	2,021.22	20,000.00	17,978.78
51600	Longevity Pay	2,870.78	15,562.00	12,691.22
Total Salaries		380,479.75	1,846,609.00	1,466,129.25
Benefits				
55100	Employees Retirement	102,404.38	474,315.00	371,910.62
55200	Group Insurance	54,181.11	258,337.00	204,155.89
55400	Medicare Coverage Expense	7,489.50	39,922.00	32,432.50
Total Benefits		164,074.99	772,574.00	608,499.01
Supplies & Services				
61110	Operating Supplies	3,646.89	22,000.00	18,353.11
61120	Software & User Licenses	599.98	12,000.00	11,400.02
61210	Small Equipment	3,964.95	64,000.00	60,035.05
61400	Equipment Repair & Maint.	509.69	8,000.00	7,490.31
61410	Contracted Services	49,695.38	409,100.00	359,404.62
61500	Rental Expenses	1,981.00	18,000.00	16,019.00
62700	Education & Training	2,530.00	7,000.00	4,470.00
62800	Travel & Transportation	2,352.18	16,000.00	13,647.82
63000	Dues & Subscriptions	450.00	2,000.00	1,550.00
Total Supplies & Services		65,730.07	558,100.00	492,369.93
Total Programming and Venues Department-330		610,284.81	3,177,283.00	2,566,998.19

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

General Fund - 100
Community Engagement - 340
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	49,804.20	234,679.00	184,874.80
51600	Longevity Pay	-	1,769.00	1,769.00
Total Salaries		49,804.20	236,448.00	186,643.80
Benefits				
55100	Employees Retirement	14,464.25	69,817.00	55,352.75
55200	Group Insurance	5,541.49	26,459.00	20,917.51
55400	Medicare Coverage Expense	715.43	3,429.00	2,713.57
Total Benefits		20,721.17	99,705.00	78,983.83
Supplies & Services				
61110	Operating Supplies	359.98	10,000.00	9,640.02
61120	Software & User Licenses	159.98	23,000.00	22,840.02
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	2,264.42	10,000.00	7,735.58
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	950.00	2,000.00	1,050.00
Total Supplies & Services		6,169.87	192,000.00	185,830.13
Total Community Engagement-340		76,695.24	528,153.00	451,457.76

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

General Fund - 100
Library Operations - 400
From 09/01/2022 through 09/26/2022

		YTD Actual	FY2023 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	2,649,470.84	14,298,215.00	11,648,744.16
51200	Salaries - Part Time	887,221.16	5,277,660.00	4,390,438.84
51300	Overtime Pay	616.91	-	(616.91)
51600	Longevity Pay	34,242.59	184,708.00	150,465.41
Total Salaries		3,571,551.50	19,760,583.00	16,189,031.50
Benefits				
55100	Employees Retirement	820,077.23	4,311,797.00	3,491,719.77
55200	Group Insurance	494,985.33	2,767,639.00	2,272,653.67
55300	Workers' Comp. Payments	232.85	-	(232.85)
55400	Medicare Coverage Expense	101,924.80	602,814.00	500,889.20
Total Benefits		1,417,220.21	7,682,250.00	6,265,029.79
Supplies & Services				
61100	Office Supplies	42,621.07	512,680.00	470,058.93
61205	Interlibrary Loan	-	3,000.00	3,000.00
61210	Small Equipment	-	-	-
61500	Rental Expenses	4,851.06	19,404.00	14,552.94
62800	Travel & Transportation	1,553.06	53,450.00	51,896.94
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
Total Supplies & Services		49,025.19	593,534.00	544,508.81
Total Library Operations-400		5,037,796.90	28,036,367.00	22,998,570.10

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 8/23/2022 through 9/23/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16063	8/30/2022	10179	Safe and Secure Alarms and Video	WC Alarm Monitoring Burg	54.00
16064	8/30/2022	10641	Quench USA, Inc.	Filtered Drinking Water	936.41
16065	8/30/2022	1157	AZP	MV - Amana Fridge 18 Cu Ft	719.95
16066	8/30/2022	11922	Sability, LP	Consulting - July 2022	370.00
16067	8/30/2022	11941	Brink's, Incorporated	Armored Transportation - Aug 2022	3,401.61
16068	8/30/2022	12036	DRZ Inc.	WC: HVAC Charcoal Filters	45.56
16069	8/30/2022	1240	Brady Industries of Nevada, LLC	MB - Deodorizer, Towel Fold & Hand Sanitizer	794.94
16070	8/30/2022	1429	D.C. Thomas	BD Rent Sept 2022	1,617.02
16071	8/30/2022	1574	Fasteners, Inc.	HVAC: Tool & Gloves	138.14
16072	8/30/2022	1580	Ferguson Enterprises, LLC	SW - Plumbing Parts	547.96
16073	8/30/2022	1742	Ideal Supply Company Inc.	CC - HVAC - Dielectric Fittings & Copper Pipe	1,177.41
16074	8/30/2022	1757	Ingram Library Services	Order PUR017976	8,509.68
16075	8/30/2022	1837	Johnstone Supply	#57 - Stock HVAC Safety Switch	87.35
16076	8/30/2022	1854	Kamer Zucker Abbott	Legal Fees July 2022	19,108.00
16077	8/30/2022	2362	Refrigeration Supplies Distributor	Tools - Job Link Chrg Kit in #56	3,372.56
16079	8/30/2022	2702	Grainger, Inc.	SW - Plumbing	454.75
16080	8/30/2022	2819	CenturyLink Communications, LLC	Service Aug 2022	3,635.97
16081	8/30/2022	4540	Robert Half	Divina Martinez w/e 8/12/22	3,530.47
16082	8/30/2022	5001	UniFirst Corporation	FAC Uniform Rental	310.95
16083	8/30/2022	7943	Communication Electronic Systems Inc	Burglar/Fire Alarm Monitoring	130.00
16084	8/30/2022	8122	Staples Advantage Dept LA	Medium binder clips - BD	9,473.31
16085	8/30/2022	9101	O'Reilly Auto Parts	CH - WD-40, Shop Towel & Nitrile Gloves	45.78
16086	8/30/2022	9137	Ideco-NV, Inc.	SC Fuel Area: SNHD Testing	988.00
16087	8/30/2022	9159	Mesquite Lumber /Ace Hardware	MQLC - (5) Batt. Op. Smoke Detectors	109.95
16088	8/30/2022	9631	Elliott's Sewer & Drain	Plumbing Repairs - RB	729.50
16089	8/30/2022	9730	Commercial Lighting Specialties, LLC	LA - Lighting	162.50
16090	8/30/2022	9758	ConvergeOne, Inc.	Annual Maint-Phone Switches, 9/22 - 9/23	20,692.44
16091	9/6/2022	10129	Fun Express LLC	Thankful Pumpkin Pie Box Craft Kit - SU	708.10
16092	9/6/2022	10144	CFRA	RB: 7/29/22-7/28/23 STOCK REPORTS	1,477.50
16093	9/6/2022	10162	CenturyLink	Service Aug 2022	273.80
16094	9/6/2022	1064	Allied Refrigeration Inc.	#57 - HVAC Nitrogen	21.22
16096	9/6/2022	10927	CenturyLink	Service Aug 2022	2,059.45
16098	9/6/2022	1457	Demco, Inc.	Glass-Mount Sign Holders - MQ	192.55
16099	9/6/2022	1580	Ferguson Enterprises, LLC	CH - Plumbing - Urinals	324.95
16100	9/6/2022	1627	Cengage Learning, Inc.	Databases & large print for FY 22/23	68,576.90
16101	9/6/2022	1757	Ingram Library Services	Order PUR017976	43,832.20
16102	9/6/2022	1953	Library Of Congress	Classification Web 10/28/22-10/27/23	525.00
16103	9/6/2022	2234	Overton Power District #5	Service 07/08/22-08/08/22 MV	881.55
16104	9/6/2022	2307	Progressive Elevator	SM: Pre-Insp & Ann'l Cat I Testing	500.00
16105	9/6/2022	2471	Silver State Glass & Mirror	SC - Service Call: Door Hinge Repair	225.00
16106	9/6/2022	2702	Grainger, Inc.	EN - Fire Ext. Cover	134.20
16107	9/6/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	29,475.08
16108	9/6/2022	2887	Thomson Reuters West Payment Ctr	Order PUR017990	828.83
16109	9/6/2022	2891	AFLAC	Premium August 2022	777.82
16110	9/6/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	15,362.19
16111	9/6/2022	3309	Batteries Plus # 327	EV: (4) FACP Batteries	301.18
16112	9/6/2022	3770	Cox Communications of Las Vegas	Service 08/17/22-09/16/22	31,220.13
16113	9/6/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2022-23	3,226.05
16114	9/6/2022	5130	OverDrive Inc.	Online materials for FY 22-23	246,345.09
16115	9/6/2022	7592	Stanley Convergent Security Solutions	Various: Fire Alarm Tests/Inspections	575.00
16116	9/6/2022	8010	Allied Universal Security Services	On-Site Security 07/22/22-08/04/22 - CH	95,959.07
16117	9/6/2022	8557	Guaranteed Pest Solutions LLC	EV: Service Call - Bees in Irrigation Box	125.00
16118	9/6/2022	8565	WT Cox Information Services	Annual Periodical subscription FY23	183,194.21
16119	9/6/2022	8575	Intermountain Lock and Security Supply	CC - Push Plate Jamb Logo & Text	343.11
16120	9/6/2022	9101	O'Reilly Auto Parts	SC - (1) Grip Glove	104.79
16121	9/6/2022	9191	Canon Solutions America, Inc.	Newspaper Direct Printer 07/31/22-08/30/22	315.21
16123	9/6/2022	9730	Commercial Lighting Specialties, LLC	WM TH replaced light @ the back of the house	114.50
16124	9/6/2022	9827	Vision Sign Inc.	EV: Service Call - Exterior Sign Outage	196.00
16125	9/14/2022	10017	CDA Media Relations	Aug '22 Ad in LV Black Image	2,350.00
16126	9/14/2022	10129	Fun Express LLC	Fiesta Star Craft Kit - SU	718.55
16127	9/14/2022	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC Landscape Maintenance	800.00
16128	9/14/2022	10212	Virgin Valley Water District	Service 07/20/22-08/19/22	1,094.63
16129	9/14/2022	10298	Sprout Social, Inc.	Aug. 22 Adtd'l User	1,592.07
16130	9/14/2022	1064	Allied Refrigeration Inc.	EV - HVAC	215.00
16131	9/14/2022	10701	Staples Technology Solutions	APC REPLACEMENT BATTERY #115	1,014.36
16134	9/14/2022	10877	Findaway World, LLC	Library A/V Materials for FY 2022-2023	980.82
16135	9/14/2022	11062	Blue Planet Lighting, Inc.	In-House Diagnosis - Per Hour on Clay	509.69
16136	9/14/2022	11693	Richard James Cisneros	LV Classica Music - Concert Series at WH	1,400.00
16137	9/14/2022	11984	Victig Background Screening	14 pre-employment background checks	1,154.80
16138	9/14/2022	1580	Ferguson Enterprises, LLC	WH - Plumbing	263.24
16140	9/14/2022	1742	Ideal Supply Company Inc.	EN - HVAC	197.54
16141	9/14/2022	1757	Ingram Library Services	Order PUR017976	20,654.84
16142	9/14/2022	1897	Lakeshore Learning Materials	I Love My Library English - SW	132.67
16143	9/14/2022	2307	Progressive Elevator	CC Elevator	1,447.00
16144	9/14/2022	2362	Refrigeration Supplies Distributor	SM - HVAC	88.70
16145	9/14/2022	2407	S & S Worldwide Inc.	EV Dia de los Muertos Art supplies	159.56
16146	9/14/2022	2567	Teamsters Local Union #14	Union Dues - September 2022	8,983.00
16148	9/14/2022	2698	Virgin Valley Disposal	Rental fee/Totter Svc Aug 2022	146.02
16149	9/14/2022	2702	Grainger, Inc.	WH - (2) Corner Guards	40.16
16150	9/14/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	36,928.33
16151	9/14/2022	2799	CDW Government Inc,	Tripp Lite Cat6 Patch Cables	148.00
16152	9/14/2022	2852	Chem-Aqua, Inc.	HVAC Water Treatment	600.00
16153	9/14/2022	2853	Dick Blick	Order PUR018330	2,245.20
16154	9/14/2022	2860	Las Vegas Review Journal	Aug 22 purchasing ad - El Tiempo	311.55
16155	9/14/2022	2887	Thomson Reuters West Payment Ctr	Order PUR017990	828.83
16156	9/14/2022	2914	Iron Mountain	Services Aug 2022	636.56
16157	9/14/2022	3058	EBSCO Information Services	LibraryAware	14,308.00

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 8/23/2022 through 9/23/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16158	9/14/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	13,822.97
16159	9/14/2022	3324	Rio Virgin Telephone Co.	Service Sept 2022	470.50
16160	9/14/2022	3823	Lucas Holdings, LLC	I Love My Library English - SU	4,668.72
16161	9/14/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2022-23	16,510.00
16162	9/14/2022	4108	American Library Association	Read Creepy tales bookmarks - SV	153.04
16163	9/14/2022	4517	Fingerprint Pros, Inc.	10 pre-employment fingerprints	590.00
16164	9/14/2022	4522	Quest Diagnostics	9 pre-employment drug tests	347.86
16165	9/14/2022	4540	Robert Half	W/E 8/26/22 D. Martinez	1,916.40
16166	9/14/2022	4676	Color Reflections	Teen Zone X-banner	685.00
16167	9/14/2022	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - Sep 2022	7,383.92
16168	9/14/2022	5001	UniFirst Corporation	FAC Uniform Rental	256.20
16170	9/14/2022	5718	Tangerine Office Machines	Printer Support Svcs, Expires: 6/30/22	509.95
16171	9/14/2022	6092	Innovative Users Group	IUG Institutional Membership 2022-2023	110.00
16172	9/14/2022	6206	Vitral LLC	Translation Services Aug '22	633.00
16173	9/14/2022	6254	Board of Regents	Sewer Svcs 10/01/22-12/31/22 WC	1,580.67
16174	9/14/2022	7188	Innovative Interfaces, Inc.	Innovative & Skyriver records FY2023	1,726.50
16175	9/14/2022	7371	EnvisionWare, Inc.	PrinterOn Term: 10/1/22 - 9/30/23	8,925.00
16176	9/14/2022	7655	Gill's Printing and Color Graphics	500 Window Envelopes	160.53
16177	9/14/2022	7687	United Lock and Security, Inc.	CC - PIC (6) Keys Dupe	204.30
16178	9/14/2022	8010	Allied Universal Security Services	Special Events -08/05/22-08/18/22 SU/SM	388.78
16179	9/14/2022	8122	Staples Advantage Dept LA	Tissue facial kleenex - FAC	6,590.30
16180	9/14/2022	8155	Las Vegas Clark County Librar Dist Foundation	Foundation Bookstore Sales - Aug 2022	19,797.87
16181	9/14/2022	8354	Gruber Technical Inc.	UPS PM Service	4,880.00
16182	9/14/2022	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections - WC	337.50
16183	9/14/2022	8575	Intermountain Lock and Security Supply	MC - Ball Door Knob	22.40
16184	9/14/2022	8593	American Sign Language Communication	ASL Interpreting at WC on 8/13/22	180.00
16185	9/14/2022	8718	Library Ideas, LLC	Order PUR018684	10,278.60
16186	9/14/2022	9104	AV Vegas	"One 22"" kick drum per day rental"	351.00
16187	9/14/2022	9159	Mesquite Lumber /Ace Hardware	MQL - Plumbing - Backflow	168.97
16188	9/14/2022	9287	Otis Elevator Company	WM Elevator	849.70
16189	9/14/2022	9383	Office Plus	Crtgd.Isr,s, prt - CH	349.96
16190	9/14/2022	9454	Apple Inc.	Magic Keyboard for iPad Pro 12.9-inch	1,686.00
16191	9/14/2022	9483	Tecre Co., Inc.	"1"" Round Button Complete Set" - YS	55.32
16192	9/14/2022	9553	Ashworth and Belcastro Systems (ABS)	SU: Fire Alarm Monitoring & Tests/Inspections	135.00
16193	9/14/2022	9588	Vocera Communications, Inc.	Ann. Software Maint. & Supp., End: 9/22/23	42,896.00
16194	9/14/2022	9635	Frances L. Hall	Stage Play August 2022	1,500.00
16195	9/14/2022	9649	Freeman's Carpet Service, Inc.	CC - ABM Office: NewCarpet & RubberBase	702.70
16197	9/14/2022	9907	Principal Life Insurance Company	Premium September 2022	24,619.53
16198	9/15/2022	12054	Amazon Capital Services, Inc.	Amazon 081522	12,227.88
16199	9/21/2022	10228	Sterling Volunteers	13 Volunteer background checks	221.00
16200	9/21/2022	10686	NLS Grounds Management, LLC	Extra Landscaping Services	143.48
16201	9/21/2022	10809	Sandra Kay Ramaker	Board Compensation for 9/8 Board Mtg	40.00
16202	9/21/2022	10864	Brian M. Wilson	Board Compensation for 9/8	40.00
16203	9/21/2022	11055	Bryant K. Rogers	Board Compensation for 9/8 Board Mtg	40.00
16204	9/21/2022	11652	Nathaniel Paul Waugh	Board Compensation for 9/8 Board Mtg	40.00
16205	9/21/2022	11653	Bombard Mechanical, LLC	EV: HVAC - Service Call	265.00
16206	9/21/2022	11681	Jennifer L. Jiron	Board Compensation for 9/8 Board Mtg	40.00
16208	9/21/2022	11703	Kathleen Hagen Turner Whiteley	Board Compensation for 9/8 Board Mtg	40.00
16209	9/21/2022	11724	Greenberg Traurig, LLP	Legal services Aug 2022	962.00
16210	9/21/2022	1180	Baron Pest Solutions, Inc.	LA Pest Control	47.00
16211	9/21/2022	11917	Red 7 Communications LLC	PR September '22	1,080.00
16212	9/21/2022	11941	Brink's, Incorporated	Excess Services - Aug 2022	3,438.87
16213	9/21/2022	1201	Best Janitorial Services of Nevada	Various: Janitorial	143,598.10
16214	9/21/2022	1300	Cashman Equipment Company	Various: Generator & Fire Pump Engine	922.50
16215	9/21/2022	1566	Fairway Chevrolet	#24: A/C Repairs	3,150.86
16216	9/21/2022	1580	Ferguson Enterprises, LLC	CC - Plumbing	757.49
16217	9/21/2022	1640	Gerald M. Welt, Chartered	Legal services Aug 2022	4,258.75
16218	9/21/2022	1837	Johnstone Supply	MC - HVAC (8) Fuses	255.83
16219	9/21/2022	1854	Kamer Zucker Abbott	Professional balance August 2022	2,605.84
16220	9/21/2022	2098	Moapa Valley Water District	Service 08/06/22-09/07/22	193.39
16221	9/21/2022	2152	Nedco Supply	#52 - Electrical	147.30
16222	9/21/2022	2169	Nevada Illumination	WH: Replacement of Parking Lot Lights	255.00
16223	9/21/2022	2215	OCLC Inc.	Cataloging/Metashare sub IFM dbts FY23	444.50
16224	9/21/2022	2234	Overton Power District #5	Service 08/01/22-09/01/22 MQ	2,769.48
16225	9/21/2022	2362	Refrigeration Supplies Distributor	RB - Leak HVAC	270.49
16226	9/21/2022	2702	Grainger, Inc.	#42 - Tool Flood Bulb Changer	220.10
16227	9/21/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	2,784.25
16228	9/21/2022	2799	CDW Government Inc,	Tripp Lite Cat6 Patch Cable	1,397.50
16229	9/21/2022	2819	CenturyLink Communications, LLC	Service Sept 2022	6,742.23
16230	9/21/2022	2860	Las Vegas Review Journal	RFP 23-01	349.50
16231	9/21/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	4.80
16232	9/21/2022	3307	Unique Management Services, Inc.	Placements - Aug 2022	4,448.25
16233	9/21/2022	3355	Teamsters Security Fund S. Nevada	Premium September 2022	405,495.04
16234	9/21/2022	3435	Ace Fire Systems, Inc.	CC TH Conf Rm: Fire Riser Repair	1,767.40
16235	9/21/2022	3776	Got Bugs LLC	MQL & MQLC Pest Control	200.00
16236	9/21/2022	4540	Robert Half	Week ending 6/24/2022	12,835.03
16237	9/21/2022	4676	Color Reflections	Library Card Sign-Up Month	6,538.35
16238	9/21/2022	4723	Purvis Industries - Las Vegas NV	SM - HVAC Gates & Plate	95.24
16239	9/21/2022	5001	UniFirst Corporation	FAC Uniform Rental	256.20
16240	9/21/2022	5130	OverDrive Inc.	Online materials for FY 22-23	249,170.98
16241	9/21/2022	5244	A&B Printing & Mailing	Cust. Appr. Postcards	843.68
16242	9/21/2022	6091	BayScan Technologies, LLC	Bayscan Wireless Barcode Duplicator	1,845.00
16244	9/21/2022	6646	Aqua Serv Engineers, Inc.	HVAC Water Treatment	5,140.98
16245	9/21/2022	7655	Gill's Printing and Color Graphics	TeenTober Bookmarks	632.62
16246	9/21/2022	7671	Rentokil	Pest Control	1,413.00
16247	9/21/2022	7687	United Lock and Security, Inc.	SC - Lock Repair and Replaced	461.67
16248	9/21/2022	8010	Allied Universal Security Services	Special Events - 08/19/22-09/01/22 CC	94,922.17

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General Fund - 100
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16249	9/21/2022	8122	Staples Advantage Dept LA	Be amazing bulletin - CC	9,706.24
16250	9/21/2022	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections - CC	308.75
16251	9/21/2022	9101	O'Reilly Auto Parts	#49 - Impact Gloves	70.35
16252	9/21/2022	9332	Felipe A. Ortiz	Board Compensation for 9/8 Board Mtg	40.00
16253	9/21/2022	9383	Office Plus	Crtg,Isr 414xc - CC	14,488.40
16254	9/21/2022	9462	Production Resource Group, LLC	PTHUUPLOAD08 Chauvet Uploader 8	80.00
16255	9/21/2022	9588	Vocera Communications, Inc.	Smartbadge & Minibadge incl. accessories	9,349.26
16256	9/21/2022	9631	Elliott's Sewer & Drain	Plumbing Repairs - SU	187.75
16257	9/21/2022	9730	Commercial Lighting Specialties, LLC	CC - Lighting	533.90
16258	9/21/2022	9810	Bridgeall Libraries Limited	chQ Subscription Renewal 9/22 to 9/23	54,000.00
16259	9/21/2022	9827	Vision Sign Inc.	SW: Service Call - Hang Banner	602.00
16260	9/21/2022	9843	Gen-Tech of Nevada, Inc.	Generator Insps & Service	580.00
16261	9/21/2022	9890	High Sierra Elevator Inspections	SM: Ann'l CAT 1 Testing (Chair Lifts)	700.00
91365	8/26/2022	10229	Marion Siguenza	Facepainting at WV for SC 2022	75.00
91366	8/26/2022	10458	4imprint, Inc.	Fold Up Flyer - Purple - SV	676.39
91367	8/26/2022	11558	Break a Leg Drama LLC	Refund Tech Services #6069	1,520.00
91368	8/26/2022	11642	Partsbuilt 3D	Thermocouple - Inventor 2, Guider	288.46
91369	8/26/2022	11736	Karen Bramwell	Lifelock reimbursement	349.99
91370	8/26/2022	11801	Jeffrey Scott Trower	WC Drum Education Classes - Aug	900.00
91371	8/26/2022	11813	Capitol Door Service	Door Repairs	446.40
91372	8/26/2022	11874	Brushwood Creations	Woodworking at Whitney 08-08-22	920.00
91373	8/26/2022	11912	Mark Edward Ruben	SM Gardening 8-21-22	175.00
91374	8/26/2022	12079	The Whiffenpoofs of Yale University Inc.	DW Yale Whiffenpoofs	3,000.00
91375	8/26/2022	12105	Int'l Council of E-Commerce Consultants	Training for Alfred Cruz, Date: 9/26-9/30/22	3,499.00
91376	8/26/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
91377	8/26/2022	1474	Di Bella Flowers & Gifts	Sympathy flowers for 2 employees	187.98
91378	8/26/2022	1757	Ingram Library Services	Order PUR017976	1,387.03
91379	8/26/2022	2159	AT&T SBC	Services 08/11/22-09/10/22	363.85
91380	8/26/2022	2494	Southwest Gas Corp.	Service 07/14/22-08/11/22 CC	244.94
91381	8/26/2022	2838	Verizon Wireless	Service 07/15/22-08/14/22	18,626.56
91382	8/26/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
91383	8/26/2022	6745	PERS Administrative Fund	2022 PERS Conference	300.00
91384	8/26/2022	9325	Squeaky Clean CC LLC	WH: Service Call - Graffiti Removal	385.00
91385	8/26/2022	9966	The Sherwin-Williams Co.	WMSC - Painting	785.66
91386	9/1/2022	10529	Furniture Lab	EV: Exterior Wooden Benches Refurbishment	1,790.00
91387	9/1/2022	11722	Education.com Holdings, Inc.	1 Yr access - Education.com	900.00
91388	9/1/2022	11916	GB Auto Service, Inc.	#24 - LOF and Tire Rotation	127.18
91389	9/1/2022	11929	Koff and Associates Inc.	Services June 2022	720.00
91390	9/1/2022	1710	Henri Specialties	WH - (4) Corner Guards	80.00
91392	9/1/2022	1991	Lowe's Improvement	Jul - Aug 2022 Operating Only	638.54
91393	9/1/2022	2175	NV Energy	Service 07/20/22-08/18/22 CH	13,823.59
91394	9/1/2022	2494	Southwest Gas Corp.	Service 07/22/22-08/19/22 CH	505.87
91395	9/1/2022	2838	Verizon Wireless	Service 07/21/22-08/20/22	2,771.43
91396	9/1/2022	2854	FastSigns	WC - Teen Zone Signage	164.20
91397	9/1/2022	8731	UNUM Life Insurance Co. of America	Premium September 2022	299.40
91399	9/1/2022	8896	Nevada Division of Environmental Protection	SC: Annual Fund Payment - (Fuel Tanks)	200.00
91400	9/1/2022	9937	AFLAC Premium Holding	Premium August 2022	2,475.74
91401	9/12/2022	10225	Pakor	Windmill passport film	290.13
91402	9/12/2022	10868	15 Mojitos Inc.	Presentation - Lindsay Ellis August 28 - SW	2,000.00
91403	9/12/2022	10930	Business Enterprises of Nevada	MQL Cafe Management	2,040.00
91404	9/12/2022	10951	Vogue M. Robinson	WC Open Mic Classes - July/Aug/Sept	300.00
91405	9/12/2022	11115	Carahsoft Technology Corporation	DocuSign Enterprise Pro for Gov - Env	7,119.00
91406	9/12/2022	11589	Greenspun Media Group, LLC	1/4 p. ad in Aug 11th	878.75
91407	9/12/2022	11644	Advent Cleaners	SC Outreach: Tablecloths Dry Cleaned	123.60
91408	9/12/2022	11911	Be A Lifesaver Foundation, Inc.	CPR Class 8.21.22 @SW	875.00
91409	9/12/2022	12049	Nehmen Kodner	Creatives Services	600.00
91410	9/12/2022	12102	Rosalie Red Elk	EV.WC.SM Storytelling/Virtual Nov 2022	1,700.00
91411	9/12/2022	12109	OBMr. Special Enterprises, Inc.	Order PUR018683	1,047.02
91412	9/12/2022	12110	Accent T-Shirts	Summerlin Fall Fest Shirts	346.70
91413	9/12/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
91414	9/12/2022	2097	Moapa Valley Telephone Co. Inc.	Service 08/26/22-09/25/22	299.74
91415	9/12/2022	2159	AT&T SBC	Service 08/25/22-09/24/22	318.72
91416	9/12/2022	2175	NV Energy	Service 07/26/22-08/25/22 EV	8,559.74
91417	9/12/2022	2494	Southwest Gas Corp.	Service 07/28/22-08/25/22 WC	421.86
91419	9/12/2022	2837	Republic Services 620	Recycling Svc 9/1-9/30 SW	7,275.74
91420	9/12/2022	2854	FastSigns	WH - Book Drop Sign	229.87
91421	9/12/2022	2861	Jay D. Whipple	MV Pest Control	40.00
91425	9/12/2022	3383	Home Depot Credit Services	Jul - Aug 2022 OP Cost & Small Equip.	3,403.63
91426	9/12/2022	4117	Television Monitoring Services, Inc.	Three Square to Provide meals KTNV ch 13	150.00
91427	9/12/2022	4467	Peggy L. Ruesch	Stuck In Reverse Shows SW/WM	1,500.00
91428	9/12/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
91429	9/12/2022	6817	Reliance Connects	Service Sept 2022	626.79
91430	9/19/2022	10231	Janet A. Mikealson-Lenox	Balloon art For WH on 7/30/22	650.00
91431	9/19/2022	10422	Weber County Library ILL	ILL #213787355 damaged in mail	18.99
91432	9/19/2022	10541	Belly Productions LLC	Amira and Friends - WH	1,100.00
91434	9/19/2022	10770	Blue 360 Media, LLC	4 QTY 2022-23 NV CRIM & TRAFFIC LAWS	291.72
91435	9/19/2022	10872	Radioactive Productions	Teacher Book Sale B-roll	3,950.00
91436	9/19/2022	10976	Dallisa Hocking, LLC	Sept. 10th Workshop	850.00
91437	9/19/2022	10977	Epic Worldwide LLC	Truck Wrap: I Love My Library	2,218.00
91438	9/19/2022	11589	Greenspun Media Group, LLC	September '22 Ad	878.75
91439	9/19/2022	11637	Streetlight Cadence	Streetlight Cadence - WH, CC, WM	6,500.00
91440	9/19/2022	11731	Francisco Javier Silva Reyes	EV HCA Instructor - Social Media 9/3/22	200.00
91441	9/19/2022	11735	Los Mentores Financieros Inc.	EV HCA Instructor Los Mentores Financieros	1,600.00
91442	9/19/2022	11801	Jeffrey Scott Trower	Community Heartbeat Drum Circle - WH	450.00
91443	9/19/2022	11813	Capitol Door Service	Door Repairs	1,498.25
91444	9/19/2022	11887	Oscar V. Noriega	EV HCA Instructor Oscar V. Noriega	200.00
91445	9/19/2022	11898	Biznet LLC	Meta Mkt & Sm. Business events SW 9.10.22	500.00

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91446	9/19/2022	11916	GB Auto Service, Inc.	#56 - LOF, Oil Filter & Tire Rotation	57.63
91447	9/19/2022	11929	Koff and Associates Inc.	Services August 2022	3,920.00
91448	9/19/2022	11935	Work Institute, LLC	Monthly Maintenance Fee July 2022	100.00
91449	9/19/2022	11944	Sharon R. Phoenix	Soy Based Scented Candle - CH 9-11-22	200.00
91450	9/19/2022	12041	Steven Lee Oliver	SM Steve Oliver Sept 2022	5,500.00
91451	9/19/2022	12063	Greg Devereaux LLC	Devereaux at WH 9-9-22	750.00
91452	9/19/2022	12113	Monica Cecilia Prado	EV HCA Instructor Monica Cecilia Prado	200.00
91453	9/19/2022	12114	Cornerstone OnDemand	Online Staff Training Platform	54,500.00
91454	9/19/2022	12116	Natalia Lancellotti	EV HCA Instructor/4hr Class Sept 10, 2022	200.00
91455	9/19/2022	12127	Westminster College	ILL #212442982 The Aramaic Bible	159.00
91456	9/19/2022	12128	Principia College	ILL lost in mail - Memoirs of Hawaiian	50.00
91457	9/19/2022	12129	Homer Community Library	ILL #214723762 postage payment	3.32
91458	9/19/2022	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Service 10/01/22-12/31/22 SM	2,067.03
91459	9/19/2022	2053	Matthew Bender & Co., Inc.	9 QTY NV REV STATS ANNO REPLACEMENT VOLS	10,908.56
91460	9/19/2022	2175	NV Energy	Summary Billing Jul 22 & Aug 22	107,199.15
91461	9/19/2022	2494	Southwest Gas Corp.	Service 08/04/22-09/01/22 LA	44.38
91462	9/19/2022	2772	Xerox Corporation	Meter Reading July 2022	1,206.72
91463	9/19/2022	2854	FastSigns	SM - Replaced Book Drop Sign	112.97
91464	9/19/2022	4117	Television Monitoring Services, Inc.	New Spanish Card Promo	100.00
91465	9/19/2022	5246	Kelly D. Benavidez	Board Compensation for 9/8 Board Mtg	40.00
91466	9/19/2022	6782	McFadden-Dale Industrial Hardware	#49: Vehicle Cable for Exterior Roll-Up Door	94.85
91467	9/19/2022	6817	Reliance Connects	MQL & MQLC Alarm Monitoring	134.85
91468	9/19/2022	8192	AT&T	Service Sept 2022	46.09
91469	9/19/2022	9696	Truly Superb Painting, LLC	SC & CC: Office Painting	1,175.00
91470	9/19/2022	9711	Jose L. Melendrez	Board Compensation for 9/8 Board Mtg	40.00
91471	9/19/2022	9787	Luca Settimio Ciarla	Mediterrania in solOkestra: WC WV WH	4,200.00
91472	9/19/2022	9966	The Sherwin-Williams Co.	RB - Painting Sort Room	563.30
91473	9/19/2022	12132	Sierra Elizabeth Tuter	PR Replacement (090622)	1,646.69
91474	9/19/2022	1588	Financial Information, Inc.	Library Reference Service	1,095.00
91475	9/23/2022	10466	Saba Software (Canada), Inc.	Services Sept 2022	17,643.57
91476	9/23/2022	10675	The New York Times Company	NYTimes.com Web, Smartphone, Tablet 9/6/21-9/3/23	77,555.56
91477	9/23/2022	11131	Infinity Communications & Consulting, Inc.	E-Rate FY2023 Invoice	18,000.00
91478	9/23/2022	11813	Capitol Door Service	EN: Replace panic bar on east entry exterior	1,566.60
91479	9/23/2022	11916	GB Auto Service, Inc.	#43 - Tire Replaced	1,986.33
91480	9/23/2022	12030	Salt Apothecary and Wellness LLC	Mystic Fair Lecture	200.00
91481	9/23/2022	12107	HintonBurdick Nevada LLC	1st progress billing MQ FY22 Audit	2,500.00
91482	9/23/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
91483	9/23/2022	2159	AT&T SBC	Service 09/11/22-10/10/22	319.36
91484	9/23/2022	2494	Southwest Gas Corp.	Service 08/09/22-09/07/22 EV	382.76
91485	9/23/2022	2837	Republic Services 620	Recycling svc 08/01-08/31 MV	26.24
91486	9/23/2022	2861	Jay D. Whipple	MV Pest Control	40.00
91488	9/23/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
91489	9/23/2022	9895	National Benefit Services, LLC	Admin Fee August 2022	430.50
91490	9/23/2022	9945	Texas Life Insurance Company	Premium September 2022	230.05
Total 100 - General Fund					2,591,124.12

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

Grant Fund - 220
From 8/23/2022 through 9/23/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16114	9/6/2022	5130	OverDrive Inc.	Online materials for FY 22-23	46,377.73
16169	9/14/2022	5130	OverDrive Inc.	LSTA ARP - Digital Collection Dev	14,786.37
91433	9/19/2022	10767	The International School of Hospitality	TISOH - A. Donis Diploma in Hosp Op (2)	2,404.55
91487	9/23/2022	4111	Discovery Children's Museum	IMLS grant activities	9,785.34
Total 220 - Grant Fund					73,353.99

Las Vegas - Clark County Library District
Check/Voucher Register

Gift Fund - 230
From 8/23/2022 through 9/23/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16084	8/30/2022	8122	Staples Advantage Dept LA	Medium binder clips - BD	170.21
16132	9/14/2022	10746	Santiago Ricoy	EV Robotics Instruction	1,000.00
16179	9/14/2022	8122	Staples Advantage Dept LA	Tissue facial kleenex - FAC	86.88
16196	9/14/2022	9821	Liquid Courage	Book Club reception 9/23/22	1,052.59
Total 230 - Gift Fund					2,309.68

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Capital Projects Fund - 510
From 8/23/2022 through 9/23/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16078	8/30/2022	2686	Simply Covered, Inc.	SV Refresh: Upholster 1 YPL Sofa (Front & Back)	762.00
16084	8/30/2022	8122	Staples Advantage Dept LA	Medium binder clips - BD	159.99
16095	9/6/2022	10686	NLS Grounds Management, LLC	WC: Storm Clean-Up (Trees)	1,003.27
16097	9/6/2022	12018	Classic Body & Paint, Inc.	Fleet Vehicles: Logo Replacement	2,773.22
16122	9/6/2022	9431	B&H Photo-Video	BID 22-10 - Projector Upgrades	79,425.95
16133	9/14/2022	10802	Verdek LLC	CC,CH,SM,WM: (4) Electric Vehicle Chargers	17,948.00
16147	9/14/2022	2686	Simply Covered, Inc.	SV Refresh - Reupholster Panels (61)	5,270.00
16207	9/21/2022	11702	Solotech U.S. Corporation	BID 22-09 - Lighting Equipment	31,235.29
16243	9/21/2022	6147	DG Koch Associates, LLC	EN: Replacing existing chiller /cooling tower	5,120.00
91398	9/1/2022	8736	Emcor Services Nevada	Chiller Check Valve Replacement #1 & 2 (WM)	11,580.00
91481	9/23/2022	12107	HintonBurdick Nevada LLC	1st progress billing MQ FY22 Audit	800.00
Total 510 - Capital Projects Fund					156,077.72
Total - All Funds					2,822,865.51

Las Vegas - Clark County Library District
Check/Voucher Register

Debt Service Fund - 610
From 8/23/2022 through 9/23/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
15050	5/9/2022	8531	FHN Financial Main Street Advisors, LLC	Jan-Mar 2022	78.87
Total 610 - Debt Service Fund					78.87
Total - All Funds					<u>2,822,944.38</u>



ITEM VI.A.3.b.

MEMORANDUM

TO: Board of Trustees through Mr. Kelvin Watson, Executive Director
FROM: John Vino, General Services Director
DATE: September 30, 2022
SUBJECT: General Services Report, October 2022

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

POWERFUL PLACES and POWERFUL PARTNERSHIPS

The New West Las Vegas Library

Interlocal Agreement - Due Diligence Phase

The District has met all our due diligence obligations, with the exception of the required ALTA survey of the Enterprise site. The District had to wait for the City Surveyor to complete their Record of Survey (ROS) of the site before we could proceed. The City completed their work on September 22nd and our survey has commenced.

However, due to this delay, both parties mutually agreed to amend the Interlocal Agreement, extending the due diligence period to October 13th. The closing is now scheduled for on or before October 27th.

Architectural Plans

The District has been working with KME in preparation for submitting our Pre-application Zoning Package which is due on or before September 29, 2022. We completed a pre-application conference with a representative from the Department of Planning and have completed all required documents and anticipate the timely filing of the required documents listed below:

- | | |
|------------------------------|------------------------------------|
| 1. Application/Petition Form | 6. Landscaping Plan |
| 2. Deed & Legal Description | 7. Building Elevations |
| 3. Justification Letter | 8. Floor Plans |
| 4. Color & Materials | 9. Statement of Financial Interest |
| 5. Site Plan | 10. Additional Renderings |

We anticipate attending a Planning Commission review on December, 13th, 2022.

We will be conducting an Architectural presentation at the October Board Meeting to update the Board on the status and progress of the new Library.

Future Development Sites Update

Northwest Regional Park – 5 Acres - We have confirmed that the City Of Las Vegas is working on an Interlocal Agreement for this future Site. We will bring this agreement forward for Board approval, when it is received.

Eastside Development Site - The District has identified a possible future development site in the eastern part of the valley. We believe this site meets the requirements of our Facilities Master Plan, as well as the Board's approved motion from February 14, 2019, directing the District to identify a development site for a future Hollywood Library.

The new 12-acre development site is located on Hollywood Blvd, just north of East Sahara Avenue, and adjacent to the Hollywood Regional Park. This land is located between our Sunrise Library and Whitney Library and is an area that has been identified as underserved by Library Services.

We have confirmed with the County that the site has no current reservation, and are now working with the BLM to reserve the site for the District. We are required to submit a development and site plan, which we hope to have submitted for their review within the next 30 days.



POWERFUL PLATFORMS

Branding Implementation Signage Bid Package

The RFP new Branding Implantation Signage bid package closed September 21, 2022 – we received four complete and qualified bids. The bids are currently being evaluated and scored by an evaluation committee. We plan on bringing the successful bidder to the Board for contract award at the November Board meeting.

POWERFUL PARTNERSHIPS

Work Force Connections

Clark County Library - We have completed the first phase of the Workforce Connections relocate their One-Stop offices from the lower level to the first floor, adjacent to the main lobby. The relocation will in enhance the visibility of this partnership and resolve a noise conflict within the shared space they utilized with Adult Learning Program Computer Center. All costs associated with this project will be covered by WorkForce Connections.

COVID Update

General Services continues to work with Human Resources as the District rolls back any remaining COVID protocols. We completed a second round of distribution of the COVID at-home test kits to all of our branches, for staff as well as patron use. We have additional at-home tests to be distributed as needed, all remaining COVID tests will be distributed before mid-November due to expiration dates General Services also has continued the application of enhanced cleaning procedures throughout the District.

ITEM VI.A.3.c.



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Jeff Serpico, Human Resources Director

DATE: September 30, 2022

SUBJECT: Human Resources (HR) Report, October 2022

Section (1) of this report, *Fiscal Year HR Goals and Objectives (Plays)*, covers activity September 1 to September 30. 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, 2022 to August 31, 2022 (HR Dashboard). The one-month lag for reporting of HR transactional data allows for a full month of data presentation and the ability to meet the report submission deadline.

HR Report Contents:

- 1. Fiscal Year HR Goals and Objectives (Plays)**
- 2. Transactional Activity & Key Metrics (HR Administrative)**
 - a. HR Dashboard - Fiscal Year 2022-2023**
 - b. Diversity Dashboard - Calendar Year 2021 (Updating)**

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 - Complete
 - A-Team July 2022 Review (Merit, COLA) - September Board of Trustees Meeting - Complete
- 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 - In process
 - Financial Wellness - August 2022 (Empower Retirement)
 - Work/Life Balance - Reviewing for next year
- **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) - Ongoing
- **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) - Complete
 - Survey Contract & Work/Communication Plan - Legal Review - (Targeting Spring Survey)
 - 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 - Ongoing

2. Transactional Activity and Key Metrics:

- (a) Human Resources Dashboard 2022 - 2023
- (b) Diversity Dashboard (Q1 attached, Q2 revision due to implementation of UKG System)

9/28/2022

LVCCCLD HR DASHBOARD

FY2022-2023

LVCCLD		FY 2022-2023 HUMAN RESOURCES DASHBOARD																	
		Quarter 1 of FY 2022-2023			Quarter 2 of FY 2022-2023			Quarter 3 of FY 2022-2023			Quarter 4 of FY 2022-2023			FY Running Total (RT) TOTAL FY 2022-2023	FY Monthly Average FY 2022-2023	Prior FY Monthly Average FY 2021-2022	Monthly Average FY 2020-2021		
		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23						
Metric																			
A	Total Employees (Headcount)	651	645											NA	648.00	618.25	642.36	A	
B	Full-Time Employees 60 hours or more (Headcount)	333	335											NA	334.00	323.75	309.64	B	
C	Part-Time Employees 59 hours or less (Headcount)	318	310											NA	314.00	294.50	332.73	C	
D	Full-Time-Equivalent (FTE-District)	NA	NA											NA	NA	NA	NA	D	
E	Average Years of Service (District)	10.1	10.0											NA	10.05	10.8	9.59	E	
Talent Acquisition & Management																			
F	Open Positions (Budget) = 778	127	133											NA	130.00	159.75	136.00	F	
G	Positions Posted (Approved to Fill)	14	14											NA	14.00	12.67	7.00	G	
H	Applications Received	492	900											1392	696.00	525.08	507.00	H	
I	Interviews Conducted	11	13											24	12.00	12.83	5.55	I	
J	New Hires	17	11											28	14.00	11.42	2.45	J	
K	Promotions	7	2											9	4.50	5.67	3.73	K	
L	Lateral Transfers	1	1											2	1.00	1.00	1.10	L	
M	Demotions	1	1											2	1.00	0.42	0.55	M	
N	Employees Successfully Completing Probationary Period	5	6											11	5.50	3.67	1.55	N	
O	(1) Average Cost Per New Hire	\$36,603.42	\$36,157.23											\$72,761	\$36,380	\$38,671	\$10,336	O	
Separations & Turnover																			
P	Total Separations from Employment	15	14											29	14.50	9.50	10.00	P	
Q	Voluntary Separations	15	13											28	14.00	8.67	9.45	Q	
R	Involuntary Separations	0	1											1	0.50	0.83	0.55	R	
S	Turnover (Entire District)	2.30%	2.17%											4.47%	2.24%	1.54%	1.60%	S	
T	Turnover (Without Page Positions)	1.53%	0.62%											2.15%	1.08%	0.94%	2.19%	T	
U	Annualized Twelve Month Turnover (Entire District)	27.60%	26.85%											NA	27.22%	18.72%	26.05%	U	
V	Vacancy Rate (Open Positions) / (Total Employees + Open Positions)	16.32%	17.10%											NA	16.71%	20.53%	17.49%	V	
W	Average Years of Service (Voluntary Separations)	3.1	3.0											NA	3.1	5.5	10.1	W	
X	Average Years of Service (Involuntary Separations)	0	5.4											NA	2.7	3.5	3.4	X	
Training & Talent Development																			
Y	Employee Attending New Hire Orientation	17	9											26	13.00	11.50	2.45	Y	
Z	Total Employee Training Encounters	214	36											250	125.00	97.33	92.73	Z	
AA	Virtual	4	4											8	4.00	49.75	81.82	AA	
BB	Live On-Site	199	18											217	108.50	42.83	7.09	BB	
CC	External Conferences	11	14											25	12.50	6.00	3.82	CC	
DD	Total Training Cost	\$12,659	\$6,118											\$18,777	\$9,388	\$5,337	\$5,031	DD	
EE	Total Tuition Reimbursements	\$0.00	\$952.00											\$952	\$476	\$1,417	\$3,193	EE	
FF	Undergraduate	\$0.00	\$0.00											\$0	\$0	\$284	\$652	FF	
GG	Graduate	\$0.00	\$952.00											\$952	\$476	\$1,132	\$2,541	GG	
HH	(2) Annual Required Compliance Training Completion	90.8%	89.00%											NA	89.90%	95.28%	NA	HH	
Benefits & Wellness																			
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	0	0											NA	0.00	1.58	5.00	II	
JJ	Total Leave Hours Utilized	0.00	0.00											0.00	0.00	115.00	269.09	JJ	

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

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

* Annual

Final Regular Board of Trustees Meeting- October 13, 2022 - Item VI- Library Reports

NOTES:

EE0-4 Instruction Booklet - Race and Eth transition match (E01)

Data Pub 03/31/21

*N- 634

** N- without Page Job Title - 484

*** July 2019 US Census Bureau - Clark County

Quarter 1 2021 (Initial)

LVCCLD Diversity Dashboard 2021
(Quarter 2)

***Race and Ethnicity Identification												
	***Clark County (CC)	*All District	%	Variance CC	**Without Page	%	Variance CC					
1	Hispanic or Latino (b)	31.60%	143	22.99%	97	19.96%	-11.64%					
2	White (Not Hispanic or Latino) (41.7%) white alone (a)	41.70%	305	49.04%	250	51.44%	9.74%					
3	Black or African American (Not Hispanic or Latino) (a)	13.10%	66	10.61%	58	11.93%	-1.17%					
4	Native Hawaiian or Pacific Islander (Not Hispanic or Latino) (a)	0.90%	11	1.77%	9	1.85%	0.95%					
5	Asian (Not Hispanic or Latino) (a)	10.40%	74	11.90%	53	10.91%	0.51%					
6	Native American or Alaska Native (Not Hispanic or Latino) (a)	1.20%	3	0.48%	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%	16	3.29%	-1.61%					
(b-d) Overlap 2 or more		103.80%	622	100.00%	486	100.00%						
***Sex / Gender Identification												
	***Clark County (CC)	*All District	%	Variance CC	**Without Page	%	Variance CC					
1	Female	50.10%	423	68.01%	318	65.43%	15.33%					
2	Male	49.90%	199	31.99%	168	34.57%	-15.33%					
3	Non Identifying	0.00%	0	0.00%	0	0.00%	0.00%					
		100.00%	622	100.00%	486	100.00%						
Job Categories (EE0-4)												
	1 Hispanic or Latino	2 White (Not Hispanic or Latino) (41.7%) white only	3 Black or African American (Not Hispanic or Latino)	4 Native Hawaiian or Pacific Islander (Not Hispanic or Latino)	5 Asian (Not Hispanic or Latino)	6 Native American or Alaska Native (Not Hispanic or Latino)	7 Two or More Race (Not Hispanic or Latino) (Combination - 2,3,4,5,6)	Total				
1	8	47	17	0	8	0	2	82				
2	16	34	6	1	11	0	4	72				
3	10	26	6	2	5	1	0	50				
4	0	0	0	0	0	0	0	0				
5	18	63	9	2	18	0	1	111				
6	101	137	26	4	36	3	10	317				
7	0	2	0	0	0	0	0	2				
8	0	7	5	1	0	0	3	16				
Total	153	316	69	10	78	4	20	650				
Job Categories (EE0-4)												
	1 Hispanic or Latino	2 White (Not Hispanic or Latino) (41.7%) white only	3 Black or African American (Not Hispanic or Latino)	4 Native Hawaiian or Pacific Islander (Not Hispanic or Latino)	5 Asian (Not Hispanic or Latino)	6 Native American or Alaska Native (Not Hispanic or Latino)	7 Two or More Race (Not Hispanic or Latino) (Combination - 2,3,4,5,6)	Job Class Count	Job Class % of all Positions	Gender	Count	%
1.0	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	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	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	0	0	0	0	0	0	0	0	0.00%	Gender	Count	%
5.0	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	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%	0.75%	0.23%	-0.54%	-1.58%		Male	68	22.59%
7.0	0	2	0	0	0	0	0	2	0.31%	Gender	Count	%
7.1	District Job Class %	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	Female	0	0.00%
7.2	Variance from CC	-31.60%	58.30%	-13.10%	-0.90%	-10.40%	-1.20%	-4.90%		Male	2	100.00%
8.0	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%	5.35%	-10.40%	-1.20%	13.85%		Male	16	100.00%
Total	143	318	65	11	74	3	20	634	97.54%	Gender	Count	%



ITEM VIII.A.1.

AGENDA ITEM

OCTOBER 13, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item #VIII.A.1.:

Discussion and possible Board action to approve the days of closing for calendar year 2023.

Background:

Fourteen (14) paid holidays are allowed to all full-time staff each calendar year, as previously approved by the Board and outlined in the Collective Bargaining Agreements between the Library District and Teamsters Local Union No. 14. Board approval is requested for closing the Library District for the following Fourteen (14) days during calendar year 2023.

Sunday, January 1	*	New Year's Day
Monday, January 16	*	Martin Luther King Jr. Day
Monday, February 20	*	President's Day
Sunday, April	*	Easter Sunday
Monday, May 29	*	Memorial Day
Monday, June 19	*	Juneteenth
Tuesday, July 4	*	Independence Day
Monday, September 4	*	Labor Day
Friday, October 27	*	Nevada Day
Saturday, November 11	*	Veteran's Day
Thursday, November 23	*	Thanksgiving Day
Friday, November 24	*	Family Day
Sunday, December 24	*	Christmas Eve
Monday, December 25	*	Christmas Day

It is also recommended to close the Library District at 5:00 PM on Saturday, December 31, 2023.

Recommended Action:

Motion to approve the proposed days of closing for calendar year 2023.



ITEM VIII.A.2.

AGENDA ITEM

OCTOBER 13, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item# VIII.A.2.:

Discussion and possible Board Action regarding the Proposed Interlocal Agreement between Clark County, NV and the Las Vegas-Clark County Library District (LVCCLD) to provide library services and resources at the Clark County Detention Center (CCDC) located at 330 South Casino Drive, Las Vegas, Nevada 89101 and the North Valley Complex (NVC) located at 4900 Sloan, Las Vegas, Nevada 89115, and a motion to authorize staff to enter into the Interlocal Agreement. The contract is for one (1) fiscal year with an option to extend the contract for four one-year renewals.

Background:

In the 1980's the Board of County Commissioners entered into interlocal contract agreements with the Las Vegas-Clark County Library District to provide library services for Clark County Detention Center inmate populations at two sites (the County of Clark Detention Center and North Valley Complex). Services to the County Detention Centers ended June 30, 2017 and we reallocated our staff to open positions throughout our Library District. The Clark County Law Library provided service after this date until now. Our last contract with the County included conservative annual cost projections to provide service with three (3) FT staff at their two locations from 2016-2021:

LVCCLD historically provided three types of library service: legal, educational, and recreational or leisure material and resources for inmates at the County of Clark Detention Center and North Valley Complex. For legal material, our staff assists inmates in finding legal material, but our obligations end there. When an inmate needs legal advice or an interpretation of the law, we must refer him or her to an attorney. We are not qualified to offer legal advice nor will we incur the liability risks by doing so. The County implemented efficiencies, like consolidating leisure collections and adding electronic access and legal databases for inmates to search Nevada and federal statutes and case law on a self-serve kiosk.

After their contract conclusion, Clark County Detention reached out to LVCCLD earlier this year asking LVCCLD to resubmit terms for providing service at the Detention Center and North Valley Complex. Inmates housed in DSD facilities shall be provided reasonable access to legal research regarding their own criminal charges or select civil matters. Inmates can complete their own legal research through the Lexis Nexis product available on the kiosk in the housing units. Forms like Writs and Motions can be found on the kiosks. Librarians will assist inmates with legal and legal-related matters. All housing unit dayrooms, except restrictive and disciplinary housing units, will provide and maintain recreational books, educational books, and religious reading material.

CCDC will be the primary facility to provide direct service for up to approximately 2,900 inmates. NVC will be a secondary facility to provide direct services for up to approximately

1,100 inmates. If approved, LVCCLD will provide services and maintain legal materials and sources to the standards of the American Correctional Association/American Library Association Joint Committee on Institutional Libraries. The value of the agreed upon terms is in excess of \$ 2.1 Million.

Recommended Action:

Motion to approve the terms and to authorize staff to provide library services and resources at the Clark County Detention Center located at 330 South Casino Drive, Las Vegas, Nevada 89101 and the North Valley Complex located at 4900 Sloan, Las Vegas, Nevada 89115, subject to final review of agreement by Counsel and completion of the due diligence.



ITEM VIII.A.3

AGENDA ITEM

OCTOBER 13, 2022 MEETING OF THE BOARD OF TRUSTEES

Agenda Item# VIII.A.3.:

Discussion and possible board action to amend the District's paid leave cash out programs.

Background:

At the September 2022 Board of Trustees meeting, Koff & Associates presented the summary report of the District's Direct (Base Salary) and Indirect Compensation (Benefits) survey.

As a way to reduce unfunded vacation and sick expense liability, Koff and Associates recommended the District consider the following:

1. Increase the allowed annual cash out of vacation time from 40 hours to 80 hours; in addition, the balance an employee is required to maintain should reduce from 200 hours down to 120.
2. Allow employees to cash out unused sick leave 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 one (1) hour of cash to the employee at the employees current hourly rate. In addition, the balance an employee is required to maintain would be set at 180 hours (approximately one month of sick leave).

Benefit	Current Cash Out (Hours)	Current Minimum Balance (Hours)	Proposed Maximum Cash Out (Hours)	Proposed Minimum Balance (Hours)
Vacation Leave	40	200	80	120
Sick Leave	NA	NA	80 (at 50%)	180

Employees choosing to cash out vacation and/or sick leave hours would have the following cash out options:

- Receive all or part of the amount as a lump sum minus applicable taxes and deductions;

- Defer all or part of the amount to their 457 plan;
- Donate all or part of the amount to the Catastrophic Leave Donation program; and
- Donate all or part of the amount to the District Foundation.

The period for electing/designating the cash out would remain in July 1 to October 1 of each year and the minimum amount allowed to be cashed out would be eight (8) hours. An eligible employee could designate no more than two (2) cash out options per annual cash out period.

Recommended Action:

For the 2023 Calendar year and going forward, motion to authorize the staff to:

- (1) Increase the maximum annual cash out of vacation hours from 40 hours to 80 hours.
- (2) Reduce the current required minimum balance of vacation hours from 200 hours to 120.
- (3) Allow employees to cash out unused sick leave on a "two-for-one" basis, up to a maximum of 80 hours annually.
- (4) Establish a required minimum sick leave balance at 180 hours.