

## **ITEM III.**

**PROPOSED AGENDA  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
Board of Trustees' Meeting  
January 19, 2023**

DATE: Thursday, January 19, 2023

TIME: 5:00 p.m.

PLACE: Whitney Library  
5175 E Tropicana Ave,  
Las Vegas, NV 89122 and

Online via YouTube

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

I. Roll Call and Pledge of Allegiance

II. Public Comment

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

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

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

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

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

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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, December 8, 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
- c. Human Resources Report

VII. Executive Session- This will be a closed session estimated to require up to 45 minutes.

A. Discussion of litigation by counsel

VIII. Unfinished Business- None

IX. New Business

A. Consent Agenda

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

1. Discussion and possible Board action regarding contract award for Branding Implementation Signage.
2. Discussion and possible Board action regarding contract award for the HVAC system chiller replacement at the Enterprise Library.
3. Discussion and possible Board action regarding approval of the schematic design phase for the West Las Vegas Library.
4. Discussion and possible Board action regarding a retainer agreement for the District’s General Counsel.

B. Regular Agenda

1. Discussion and possible Board action regarding approval of Settlement Agreement and Release to resolve litigation filed by former employee, upon recommendation by counsel.
2. Discussion and possible Board action to nominate and appoint a new Las Vegas-Clark County Library District Board Trustee, as a Director for the Las Vegas-Clark County Library District Foundation Board of Directors.

X. Announcements

The February Board meeting will be held on Thursday, February 9, 2023, at 5:00pm. Location: Windmill Library, 7060 W Windmill Lane, Las Vegas, NV 89113.

The March Board meeting will be held on Thursday, March 9, 2023, at 5:00pm. Location: West Las Vegas Library, 951 W Lake Mead Blvd, Las Vegas, NV 89106.

The April Board meeting will be held on Thursday, April 20, 2023, at 5:00pm. Location: Clark County Library, 1401 E Flamingo Rd, Las Vegas, NV 89119

XI. Public Comment

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

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

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

XII. Adjournment

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

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

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

Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, [www.lvccld.org](http://www.lvccld.org) and at Nevada Public Notice at <https://notice.nv.gov>. Written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on



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Thursday, January 12, 2023, 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. Whitney Library  
5175 E Tropicana Ave  
Las Vegas, NV 89122
  - 8. Las Vegas-Clark County Library District website  
[www.lvccld.org](http://www.lvccld.org)
- C. By mailing a copy of the notice to each person, if any, who has requested notice of the meetings of the Las Vegas-Clark County Library Board of Trustees in the same manner in which notice is requested to be mailed to a member of the Library Board of Trustees.

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- D. Live Stream Connection information:  
<https://youtu.be/YZ2j2huam2U> or

Visit the Library District’s YouTube channel:  
Youtube.com/TheLibraryDistrict

## ITEM IV.A.

**PROPOSED MINUTES  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES' MEETING  
LAS VEGAS, NEVADA  
DECEMBER 8, 2022**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Summerlin Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, December 8, 2022.

**Present:**

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

The meeting began at 5:02 p.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 the Finance and Audit Committee Meeting on November 7, 2022 and the Regular Board of Trustees Meetings on November 10, 2022. (Item IV.)** Vice Chair Waugh moved to approve the Minutes of the Finance and Audit Committee Meeting held on November 7, 2022 and the Regular Board of Trustees Meeting on November 10, 2022.  
There was no opposition and the motion carried.

**Chair's Report  
(Item V.)** None.

**Library Reports  
(Item VI.)**

**Executive Director's Report  
(Item VI.A.)** Director Watson mentioned that the Library Administration held the Strategic Playbook 2026 Half-Time Town Hall on December 6 for all staff. Director Watson also thanked all the Administration team and Library District staff for all their hard work serving the community- all through Powerful People, Platforms, Partnerships, and Places.

Director Watson shared a video that was shared to staff at the Town Hall, highlighting some of the programming that has been done.

Trustee Foyt and Vice Chair Waugh thanked Director Watson for presenting the video and thanked the staff for all of the programming.

**Library Operations, Security Reports and Monthly Statistics  
(Item VI.A.1.a)** Trustee Ortiz wanted to point out that on the safety report, most of the incident reports submitted are on Mondays.

**Branding and Marketing Report and Electronic Resources Statistics  
(Item VI.A.2.a.)** No questions.

**Community Engagement Report and Monthly Statistics  
(Item VI.A.2.b.)** No questions.

**Development and Planning Report  
(Item VI.A.2.c.)** No questions.

**Information Technology Report  
(Item VI.A.2.d.)** No questions.

**Financial Services Report  
(Item VI.A.3.a.)** Trustee Ortiz directed everyone to page 207 of the November Budget Report, to question the increase in the General Fund Administration Library Operations of \$992,376. Trustee Ortiz stated that he remembers the amount being under \$500,000 and wanted to know where the extra expense came from. Floresto Cabias, Chief Financial Officer was given time to review the report in order to give a response.

It was decided by Chair Wilson and Trustee Ortiz to give Mr. Cabias time to thoroughly research to provide in the financial report to the Executive Director for the upcoming month.

**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.)**

Trustee Ortiz asked to pull Item VIII.A.1. from the Consent agenda to discuss.

**Discussion and  
possible Board  
action regarding  
contract award for  
Construction  
Manager at Risk  
(CMAR) Phase 1 -  
Preconstruction  
Services for the  
West Las Vegas  
Library project.  
(Item VIII.A.1.)**

**[John VINO, General Services Director, read Agenda Item# VIII.A.1. into the record.]**

Trustee Ortiz wanted it to be known for the record that he will vote for everything for West Las Vegas. His concerns were about two things – 1) the Board has not been given an estimate of what the cost will be per square foot. 2) Where is the money coming from and how was it set aside? Chair Wilson followed up by asking if the money was coming from the Capital Improvements Fund that Board approves in the budget every year? Trustee Ortiz responded yes, but other projects are also included in that fund, such as air conditioners, chillers, painting, etc. so he wanted to know the actual costs per square foot and suggest possibly cutting down from 40,000 square feet to 35,000 square feet.

Mr. VINO responded that with East Vegas, a budget was submitted for the architectural project to the Board for \$638 a square foot, which was actually higher than the inflation rate since being built. Therefore, there are additional monies built in. He also stated that where the money is coming from is unknown and this is the reason to bring CMAR in to start the estimating process. The estimation should be in within the next 60 to 90 days based on the schematic design, which will be submitted if the CMAR is approved.

Chair Wilson then polled the Board to ask if anyone of the members think funds hadn't been voted on or allocated correctly. He wanted to be sure everyone was on the same page and no one was left out the loop. Trustee Foyt responded that she believes a wealth of information was provided to the Board. She also mentioned that some of the

building materials cost is going down.

Mr. Vino explained that in January a schematic design presentation will be given to the Board for permission to move on to the next phase-design development.

For clarification, Trustee Ortiz stated that the cost is projected to cost \$643 a square foot at about 26 million, with the possibility of going up and the money is coming from the Capital Improvements Budget over the next three years.

Trustee Waugh moved to authorize staff to award a contract to provide Construction Manager at Risk (CMAR) Phase 1 - Preconstruction Services for the West Las Vegas Library project to CORE Construction in the amount not-to-exceed \$148,200 subject to final fee negotiations, and final review of contract by Counsel. Trustee Rogers second the motion.

There was no opposition and the motion carried.

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

None.

**Announcements  
(Item IX.)**

The January Board meeting will be held on Thursday, January 19, 2023, at 5:00pm. Location: Whitney Library, 5175 E Tropicana Ave, Las Vegas, NV 89122.

The February Board meeting will be held on Thursday, February 9, 2023, at 5:00pm. Location: Windmill Library, 7060 W Windmill Lane, Las Vegas, NV 89113.

The March Board meeting will be held on Thursday, March 9, 2023, at 5:00pm. Location: West Las Vegas Library, 951 W Lake Mead Blvd, Las Vegas, NV 89106.

Trustee Foyt thanked the trustees and Counsel Welt for participating in the Socks for the Unhoused in the Community project.

**Public Comment  
(Item X.)**

Elaine Sanchez, 9136 Golden Eagle Drive, Las Vegas NV 89134

Elaine Sanchez introduced herself as the President of the Las Vegas-Clark County Library District Foundation. She also pointed out members from the Board of Trustees that are members of the Foundation Board- Kelvin Watso- ex officio, Trustee Kelly Benavidez and Trustee Felipe Ortiz. Ms. Sanchez stated that the Foundation has been working diligently on their bylaws and a very important upcoming event- The Inaugural Las Vegas-Clark County Library District Foundation Gala and wanted to get the Board of Trustees involved.

Ms. Shanchez named the officers of the Foundation Board- Tamar Hoapili, Vice Chair; Jane Mac, Secretary; and Nicole Rogers, Treasurer.

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**Executive Session**      None.  
**(Item XI.)**

**Adjournment**              Chair Wilson adjourned the meeting at 5:47 p.m.  
**(Item XII.)**

Respectfully submitted,

Elizabeth Foyt, Secretary

## ITEM VI.A.



### MEMORANDUM

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**TO:** Board of Trustees  
**FROM:** Kelvin A. Watson, Executive Director  
**DATE:** December 31, 2022  
**SUBJECT:** Executive Director's Monthly Report, January 2023

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' January 19, 2023 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Three Staff members of LVCCLD will be participating as reviewers for the Springs Preserve Scholastic Art and Writing Awards.

Hosted Library District Half- Time Town Hall Meeting to discuss the 2026 Strategic Playbook updates, goals, and obstacles to staff in-person and via live stream.

Met with Dr. Gilliar, Dean of the College Osteopathic Medicine at Touro University to discuss future partnership for medical students with the Library District. Had follow up meeting with staff to discuss programming ideas.

Attended the Vegas Chamber Board of Trustees Installation Luncheon.

Held 3<sup>rd</sup> session for the New Hire Roundtable Discussion for staff who have been hired for 0-3 years with the Library District.

Attended the Library Journal Director's Summit in Baltimore, MD as a moderator for Safety Library Discussion. Also attended meetings and focus groups throughout the event.

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

- Attended the ALA Oversight Group Meeting
- Attended LVCCLD Foundation Gala Meeting
- Attended the Library District Youth Services Summit Mixer to have breakfast with staff
- Attended the LVEA Meeting
- Attended the Readers First Bi-monthly Meeting
- Attended the Library Operations Meeting



- Attended the Springs Preserve Foundation Board Meeting
- Attended Library Directors Monthly Call
- Participated in the Local Library Director's Meeting
- Attended Communico Mobile App Demonstration (1 of 4 demos) for potential Library District mobile app
- Attended Polaris & Cloud Hosting ILS Demonstration by Innovative Interfaces
- Meeting with Cox VP, Janet Uthman and Singer, Anu to discuss community event at West Las Vegas in March 2023
- Interview with Enterprising Radio Show
- Library Branch visits
- Interview with the Nevada Independent by Janelle Calederon
- Attended DMV Special Plates Committee Meeting- Library District selected to have LVCCLD license plate. (awaiting follow-up communication from DMV)
- Attended the Boyd Gamming Reef Contest- Library District awarded \$1,000
- Met with Maggie Farrell, Dean of University Libraries at UNLV to discuss future partnerships and ideas
- Met with Deborah Campbell of Federal Reserve Bank of San Francisco
- Attended Urban Chamber of Commerce Meet & Greet for New President
- Attended County Commissioner Tick Segerblom and Senator Rocehlle Nguyen Event
- Attended LVEA/LV.NET Holiday Events
- Attended UNLV Masters of Arts Degree Commencement Ceremony
- QPL Hip Hop 50 Event Programming Meeting
- Video Interview for Business, The Arts & Entertainment and the Community at Large for television show pilot
- SJSU iSchool L&M PAC/Areas of Emphasis Discussion
- Attended Library Ops/Community Engagement joint meeting
- Participated in Black history interview with Cox Communications for upcoming Black History Month Celebration
- Attended the Latin Chamber of Commerce Gala

## ITEM VII.A.1.a.



### MEMORANDUM

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

FROM: Leo Segura, Library Operations Director

DATE: December 31, 2022

SUBJECT: Library Operations Report, January 2023

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

#### POWERFUL PEOPLE

- Library Operations concluded recruitments for one (1) Correctional Institution Library Manager, One (1) Library Associate, One (1) Assistant Branch Manager, two (2) Computer Lab Assistants, one (1) Customer Services Assistant, one (1) Youth Services Department Head, one (1) Youth Services Assistant, and one (1) Page.

The Library District endeavors to be a Public Employer of Choice and our new Branch Associate at **Meadows Library** inside the Stupak Center is an illustration of how we demonstrate this. Caroline is an experienced Branch Associate who formerly worked as our Searchlight Associate. She has five (5) years additional experience as an Assistant at the Searchlight Library. Caroline is committed to helping the community with their needs by focusing on ways to better serve them through programming and outreach. She is passionate about creating relationships and is excited by the possibilities of furthering partnerships with the Stupak Community Center and the surrounding community. Congratulations and welcome back to **Caroline Adams.**

- Library Operations would like to say best of luck and best wishes to four (4) staff members moving on from the District in December.
- Venicia Considine** Assembly woman for the District No. 18. Met with **Whitney** staff regarding resources for the Teen Empowerment Summit.
- Susan Gersh** Executive Assistant to **Commissioner Gibson** will be publishing all **Whitney** programs in their community newsletter every month to help promote Whitney's programs and resources.
- Will Allphin** Regional Manager for **Clean The World** met with **Whitney** Staff to confirm a date for the next **"I Heart Whitney Fresh Start"** program on January 19<sup>th</sup>, 2023 from 10:30 AM – 1:30 PM. Rose will also be providing social services during the event.



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- During the December meeting, Trustee Ortiz asked why we have salaries of \$992K budgeted under *Administration – Library Operations*, compared to the actual expenditures of approximately \$500K from last year:

Library Operations Administration staffing consists of one (1) Library Operations Director, one (1) Support Manager, three (3) Regional Managers, four (4) District Wide Librarians, two (2) Part-Time District Wide Assistants, one (1) Misdemeanant Library Assistants, one (1) Correctional Institution Library Manager, and two (2) Correctional Institution Librarians.

As programming and Playbook 2026 ramped up and as we began offering additional programming throughout the District, we reorganized our department to meet the growing demands and to better support our branches. We combined one (1) District Wide Assistant and one (1) Part-Time District Wide Assistant position to create an additional District Wide Librarian. District Wide Librarians fill in as substitutes at 25 library locations and can act as the Person-in-Charge or acting shift supervisor. This prevents libraries from closing or reducing hours and programs and ensures essential coverage. This combination of positions has a potential savings of \$196,422 over a five (5) year period. Additionally, this year we hired our Regional Managers to help train and guide Branch Staff, and they work closely with the branches to ensure program delivery and uniformity, and continuity of service. The Library District took over the Clark County Detention Center on November 1. The Detention Center serviced detainees from off-site over the last five (5) years when we did not service the contract. Therefore, we added staffing as per the contract and are in the process of updating collections and equipment. Earlier budgets reflected savings from the Voluntary Employee Separation Program. These temporary savings lengthened as we held open positions until library usage indicated the need to fill. As we continue to bring additional programming and service to our community through powerful people, places, partners, and platforms, we will continue to adjust and tweak staffing levels to ensure we remain responsive and purposeful.

- **Hunter Cain**, Grand Canyon University Development Counselor, Military Division attended the November Armed Forces Chamber at **Mesquite Library**. He asked to be included on our resource pages to help get the word out about how they support military personnel and veterans with discount tuition and other benefits.
- November 2022, LVCCLD signed up **5,329 new library card** users, an 8% increase over the same period in 2021 and 72% of pre-pandemic numbers.
- **Gate count** in November was **310,515** and continued to improve with a 20% increase from November 2021 and 68% of pre-pandemic numbers.
- During November, staff answered **33,788 reference questions** and conducted **149 curbside deliveries**.
- **Volunteer hours** continued their increase as our volunteers logged **1,983 hours** of service to the Library District.
- **181 Homeschool sessions** were logged.
- **46,204 Wi-Fi** sessions were logged for November.

**POWERFUL PLACES**

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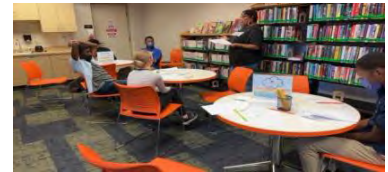
- Library Branches improved overall **circulation** to **863,959 items**, a 17% increase over November 2021.
- 83 passports** were issued with **\$3,660** in **fees** collected.
- PC internet sessions** logged **81,472** sessions and remained nearly the same with only a -1% loss over November 2021 totals.
- Branches continue outreach to seniors in our communities. In November **West Las Vegas** completed (1) visit to Doolittle Senior Center (50 attendees), and one (1) visit to Harry Levy Senior Apartments (20 attendees). Customers appreciate staff and really enjoy the **Brain Teasers** with the answers given on the back of each puzzle.

During visits staff hand out flyers, share forthcoming materials lists for them to make request from, bring them a selection of materials to check out, and help to request materials to bring during out next visit, create library cards, and check out materials to them. Staff also shows them how to use our digital library.

- West Las Vegas **Poetry Promise: Repetition & Onomatopoeia** drew 14 teens in November.



- West Las Vegas School Age STEAM brought in 37 youth.



- Laughlin Library did a cool program using gram crackers instead of gingerbread.



- Whitney Library** will host our first **"I Heart Whitney Community Talent Show"** February 28<sup>th</sup>. All ages are welcome to apply to join the show in Whitney's amazing Concert Hall. Registration will open January 17<sup>th</sup>.
- Whitney Library** will host a **"Teen Empowerment Summit"** on March 11<sup>th</sup>. Ages 12-18 are welcome to attend an inspiring day of speakers, workshops, giveaways, and more. Registration is required and will open on February 13<sup>th</sup>.
- One of the Playbook Plays for Library Operations is to Create Welcoming and Inviting Spaces for our Customers. Here are some sample of what you might see in our West Region:





**POWERFUL PARTNERSHIPS**

- **Laughlin Library** is renewing a partnership with **Laughlin Constable**, who offers Town Hall meetings with constituents and connects folks to services.
- **Whitney Library** reports that in November Clark County CARES team continued our Social Worker program on November 9<sup>th</sup> helping ten (10) customers. The Clark County CARES team provided CHAP assistance, Rental's assistance, and many more social services for our WH community. "The CARES Housing Assistance Program (CHAP) assists residents of Clark County who have suffered substantial financial hardship and now lack sufficient income or resources to pay their rental housing costs and utilities because of the COVID-19 emergency or the response to that emergency." The CARES team committed to coming to our **Whitney** branch every second Wednesday of the month.
- **Clark County Library** teens with guidance from staff worked hard to create a wreath to enter into the "Wreaths of Hope" competition for Boyd Gaming. (See Development Report for Results).

**POWERFUL PLATFORMS**

- The Best Buy Teen Tech Center (**BBTTC**) began their **Engineer for the Week** initiative where teens work in small groups to create Chat Bots relevant to their community. Once the groups have finished their Chat Bot, staff submit them to **Meta** to see if we win the **Best of Program** so wish us luck! Chantalle Uzan works with teens to create their chat bots on **Reproductive Rights** and **Resources** on the West Coast.
- Tales & Cocktails Book Club led by **Hannah Im, JoAnna Goddard, and Anna Allred** December's book was **Luckiest Girl Alive** by Jessica Knoll and our cocktail was a **High Society** (Triple Sec, Gin, Sweet Vermouth). We had 29 paid registrants and 22 in attendance. This was the first event with a raffle.



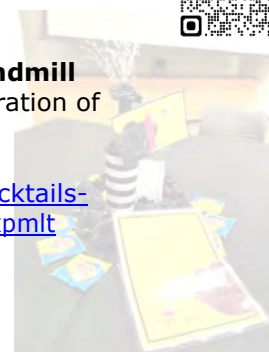
**January's** event is on **Friday, January 13 at 6:30 p.m.** at **Windmill Library**. Our book is **The Ten Thousand Doors of January** by Alix E. Harrow and our signature cocktail is **Springtime in January** (muddled blackberries, Limoncello, Prosecco).



**February's** event is on **Friday, February 17 at 6:30 p.m.** at **Windmill Library**. Our book is **Black Cake** by Charmaine Wilkerson in celebration of Black History Month. Our cocktail is yet to be determined.



Eventbrite: <https://www.eventbrite.com/e/tales-and-cocktails-book-club-january-2023-tickets-484075552007?aff=erelexpmlt>  
**What Customers are saying**



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Tales and cocktails  
is an amazing  
event.  
Every month is great!

Comments or suggestions:

I love this event. I will  
definitely come back.

Comments or suggestions:

Love this Book Group

Please return this card to the circulation desk or affix a stamp and

Comments or suggestions:

I love this library and staff!  
I come for book club and  
absolutely enjoy every month.

Comments or suggestions:

♥ this bookclub!!

everyone is awesome.

Please return this card to the circulation desk or affix a stamp and

Comments or suggestions:

SO ENJOYING MONTHLY  
TALES & COCKTAILS BOOK  
CLUB.

AUDA, JOANNA & STAFF ARE  
AMAZING. THERE FOOD &  
DECOR, RESEARCH & DISCUSSION  
TOPICS.

Comments or suggestions:

have the event! I'm bringing  
about it ~

Comments or suggestions:

Love this event!  
Thank you!!

Please return this card to the circulation desk or affix a stamp and

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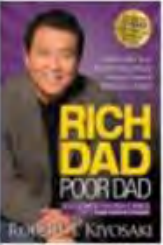

## Popular Fiction December 2022

	Number	Title	Author		Number	Title	Author
	1	<a href="#">Treasure state : a Cassie Dewell novel. (catalog.)</a>	<a href="#">Box, C. J.</a>		6	<a href="#">Fairy tale : a novel. (catalog.)</a>	<a href="#">King, Stephen, 1947-</a>
	2	<a href="#">The 6:20 man. (catalog.)</a>	<a href="#">Baldacci, David</a>		7	<a href="#">Shattered. (catalog.)</a>	<a href="#">Patterson, James, 1947-</a>
	3	<a href="#">Blowback. (catalog.)</a>	<a href="#">Patterson, James, 1947-</a>		8	<a href="#">The boys from Biloxi. (catalog.)</a>	<a href="#">Grisham, John</a>
	4	<a href="#">No plan B. (catalog.)</a>	<a href="#">Child, Lee</a>		9	<a href="#">Dreamland : a novel. (catalog.)</a>	<a href="#">Sparks, Nicholas</a>
	5	<a href="#">Oath of loyalty. (catalog.)</a>	<a href="#">Mills, Kyle, 1966-</a>		10	<a href="#">The high notes : a novel. (catalog.)</a>	<a href="#">Steel, Danielle</a>



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## Popular Nonfiction December 2022

Number	Title	Author	Number	Title	Author		
	1	<a href="#">The 48 laws of power</a> (catalog.)	<a href="#">Greene, Robert.</a>		6	<a href="#">Healing through words</a> (catalog.)	<a href="#">Kaur, Rupi.</a>
	2	<a href="#">The cookie bible</a> (catalog.)	<a href="#">Beranbaum, Rose Levy.</a>		7	<a href="#">Rich dad poor dad</a> (catalog.)	<a href="#">Kiyosaki, Robert T., 1947-</a>
	3	<a href="#">I'm glad my mom died</a> (catalog.)	<a href="#">McCurdy, Jennette, 1992-</a>		8	<a href="#">Surrender : 40 songs, one story</a> (catalog.)	<a href="#">Bono, 1960-</a>
	4	<a href="#">Scott 2022 standard postage stamp catalogue</a> (catalog.)			9	<a href="#">The daily laws : 366 meditations on power, seduction, mastery, strategy, and human nature</a> (catalog.)	<a href="#">Greene, Robert.</a>
	5	<a href="#">Diana, William, and Harry</a> (catalog.)	<a href="#">Patterson, James, 1947-</a>		10	<a href="#">Atlas of the heart : mapping meaningful connection and the language of human experience</a> (catalog.)	<a href="#">Brown, Brené.</a>

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## MEMORANDUM

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

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

**DATE:** December 28, 2022

**SUBJECT:** Security Report, January 2023

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

Branch	Incident Reports				Dec-20		Dec-21		
	Nov-21	Nov-22	Difference	% Change	Nov-21	to Nov-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 LIBRAR	5	3	-2	-40.0%	23	17	-6	-26.1%	
CLARK COUNTY LIBRARY	15	12	-3	-20.0%	226	230	4	1.8%	
EAST LAS VEGAS LIBRARY	6	8	2	33.3%	70	77	7	10.0%	
ENTERPRISE LIBRARY	2	1	-1	100.0%	38	38	0	0.0%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
INDIAN SPRINGS LIBRARY	0	1	1	0.0%	0	3	3	0.0%	
LAUGHLIN LIBRARY	1	0	-1	100.0%	7	14	7	100.0%	
MEADOWS LIBRARY	3	0	0	-100.0%	4	2	-2	-50.0%	
MESQUITE LIBRARY	0	2	2	0.0%	18	12	-6	-33.3%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	2	4	2	100.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
RAINBOW LIBRARY	1	3	2	200.0%	25	28	3	12.0%	
SAHARA WEST LIBRARY	5	1	-4	-80.0%	53	58	5	9.4%	
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	4	4	0	0.0%	48	72	24	50.0%	
SUMMERLIN LIBRARY	1	2	1	100.0%	12	30	18	150.0%	
SUNRISE LIBRARY	3	1	-2	-66.7%	16	19	3	18.8%	
WEST CHARLESTON LIBRAF	3	1	-2	-66.7%	56	72	16	28.6%	
WEST LAS VEGAS LIBRARY	2	6	4	200.0%	55	63	8	14.5%	
WHITNEY LIBRARY	7	9	2	28.6%	73	96	23	31.5%	
WINDMILL LIBRARY	4	8	4	100.0%	35	30	-5	-14.3%	
Total	62	62	3	0.0%	761	869	108	14.2%	

In November 2022, there were **62** incidents, matching the total experienced in November 2021 and only 1.6% more than November 2019. During this period, the District recorded **310,515** in-person visits. **This ratio is one incident for every 5,008 visits.**

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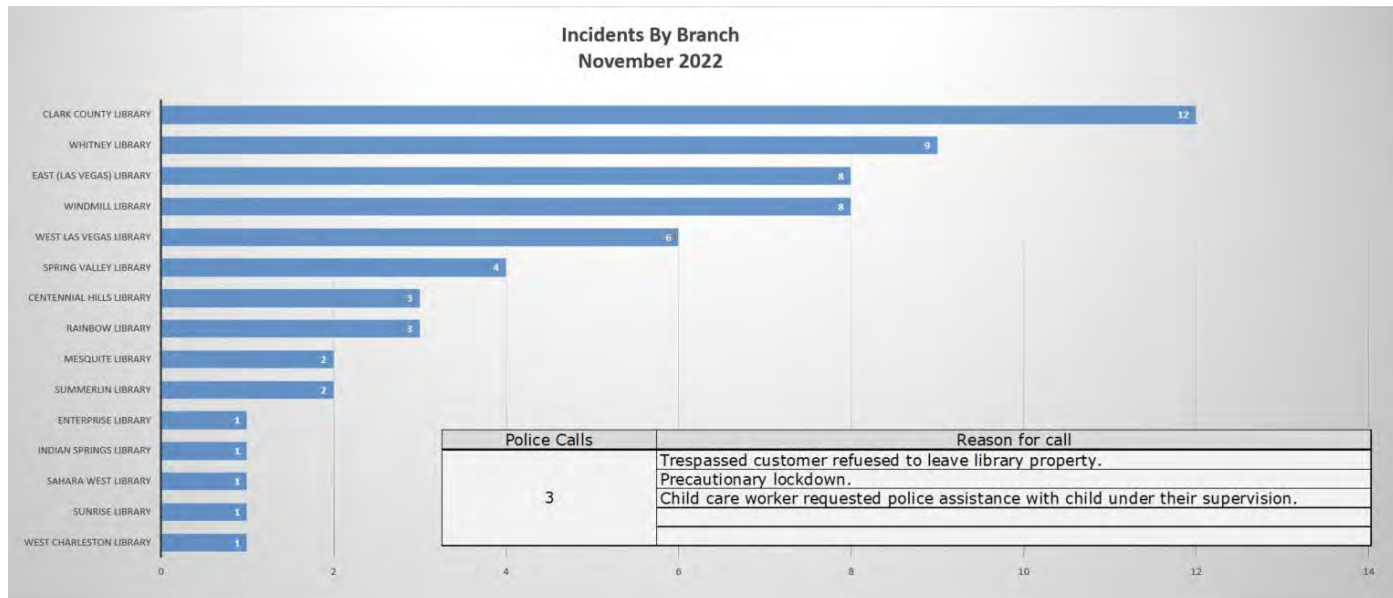
Branch	Incident Reports				Dec-18		Dec-21		
	Nov-19	Nov-22	Difference	% Change	to Nov -19	to Nov-22	Difference	% Change	
BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
CENTENNIAL HILLS LIBRARY	3	3	0	0.0%	23	17	-6	-26.1%	
CLARK COUNTY LIBRARY	14	12	-2	-14.3%	186	230	44	23.7%	
EAST (LAS VEGAS) LIBRARY	4	8	4	100.0%	70	77	7	10.0%	
ENTERPRISE LIBRARY	2	1	-1	-50.0%	47	38	-9	-19.1%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
INDIAN SPRINGS LIBRARY	0	1	1	0.0%	1	3	2	200.0%	
LAUGHLIN LIBRARY	3	0	-3	100.0%	13	14	1	7.7%	
MEADOWS LIBRARY	0	0	0	0.0%	3	2	-1	100.0%	
MESQUITE LIBRARY	1	2	1	100.0%	37	12	-25	-67.6%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	1	1	100.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	0	4	4	100.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	2	0	-2	-100.0%	
RAINBOW LIBRARY	1	3	2	200.0%	29	28	-1	-3.4%	
SAHARA WEST LIBRARY	1	1	0	0.0%	53	58	5	9.4%	
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	4	4	0	0.0%	42	72	30	71.4%	
SUMMERLIN LIBRARY	2	2	0	0.0%	24	30	6	25.0%	
SUNRISE LIBRARY	3	1	-2	-66.7%	25	19	-6	-24.0%	
WEST CHARLESTON LIBRARY	5	1	-4	-80.0%	49	72	23	46.9%	
WEST LAS VEGAS LIBRARY	12	6	-6	-50.0%	70	63	-7	-10.0%	
WHITNEY LIBRARY	5	9	4	80.0%	136	96	-40	-29.4%	
WINDMILL LIBRARY	1	8	7	700.0%	44	30	-14	-31.8%	
Total	61	62	1	1.6%	855	869	14	1.6%	

November 2022 matched last three year's trends and matched exactly last year. Incidents include all types of activity, not just disturbances with customers.



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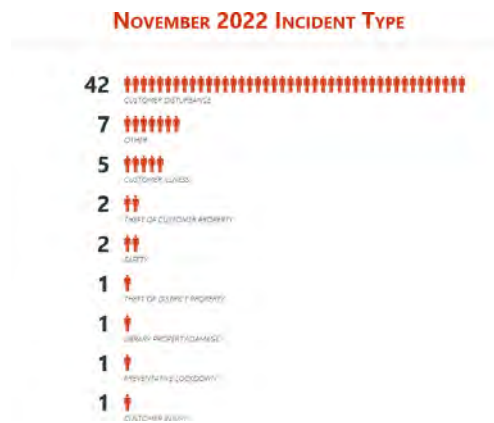
The **Clark County Library** recorded the highest number of incidents at **12 incidents**. Three (3) less than last year and two (2) less than 2019 pre-pandemic. The remaining branches reported between **zero (0) and nine (9) incidents**.



<b>ADULT TRESPASS [ 1 YEAR ]</b>	<b>23</b>
CENTENNIAL HILLS LIBRARY	1
CLARK COUNTY LIBRARY	9
EAST LAS VEGAS LIBRARY	4
SPRING VALLEY LIBRARY	1
SUMMERLIN LIBRARY	1
WEST LAS VEGAS LIBRARY	3
WHITNEY LIBRARY	4
<b>ADULT BAN [ LESS THAN 1 YEAR ]</b>	<b>8</b>
CLARK COUNTY LIBRARY	2
ENTERPRISE LIBRARY	1
SPRING VALLEY LIBRARY	2
SUNRISE LIBRARY	1
WHITNEY LIBRARY	2
<b>MINOR BAN OR RPC [ LESS THAN 1 YEAR ]</b>	<b>1</b>
WINDMILL LIBRARY	1

For November 2022, the staff made three (3) calls to law enforcement and banned thirty-two (32) customers. Twenty-three (23) adults received a one-year trespass while eight (8) adults received a shorter partial-year ban. One (1) teen was banned or issued a Request for Parental Conference (RPC'd) during November 2022.

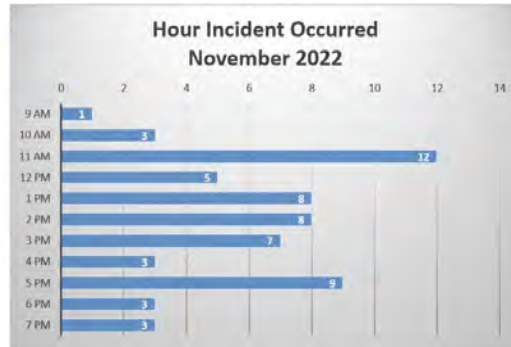
District branch staff encountered **42** customer disturbances, accounting for most incident types at **67.7%**. This is a **23.5% increase** in customer disturbances from November 2021. This **ratio** is **one disturbance for every 7,393 visits**.



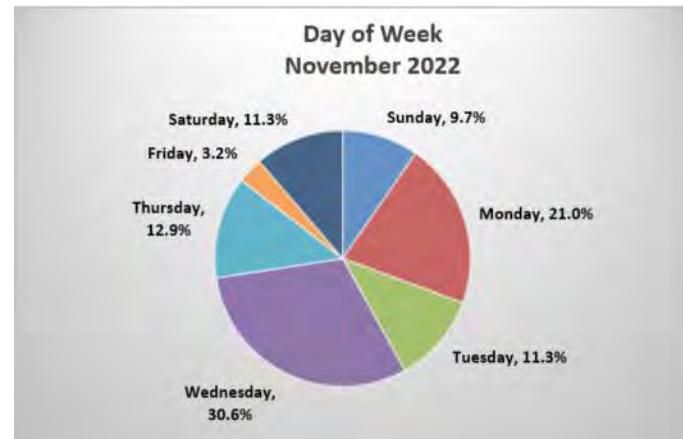


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Hour Incident Occurred	Total	%
9 AM	1	1.6%
10 AM	3	4.8%
11 AM	12	19.4%
12 PM	5	8.1%
1 PM	8	12.9%
2 PM	8	12.9%
3 PM	7	11.3%
4 PM	3	4.8%
5 PM	9	14.5%
6 PM	3	4.8%
7 PM	3	4.8%
Grand Total	62	100.0%



Wednesday closely followed by Monday experienced the highest frequency of incidents with most occurring at 11:00 AM. However, over the entire month, most disturbances tended to occur between 1 – 2:00 PM (7 disturbances).



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	14	3.07	1.75
Clark County	120,000	905	97	8.08	6.93
East Las Vegas	41,015	1200	39	9.51	6.50
Enterprise	26,300	526	9	3.42	1.80
Goodsprings	900	9	0	0.00	0.00
Indian Springs	1,200	24	1	8.33	0.67
Laughlin	15,562	323	7	4.50	0.88
Meadows Library	813	16	1	12.30	0.67
Mesquite Learning Center	5,464	133	1	1.83	0.33
Mesquite Library	13,313	370	6	4.51	0.75
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	0	0.00	0.00
Rainbow	26,800	808	13	4.85	1.63
Sahara West	122,000	920	24	1.97	2.18
Sandy Valley	1,200	24	0	0.00	0.00
Searchlight	1,200	24	0	0.00	0.00
Spring Valley	25,000	511	31	12.40	3.44
Summerlin	40,165	1014	15	3.73	2.50
Sunrise	23,000	345	4	1.74	0.67
West Charleston	38,900	1054	29	7.46	3.63
West Las Vegas(excluding Theater)	30,693	370	21	6.84	2.33
Whitney	24,500	563	41	16.73	5.86
Windmill Library and Service Center	142,149	994	18	1.27	2.00
<b>Total Square Ft.</b>	<b>Occupancy Rate</b>	<b>Total Incidents</b>	<b>Average</b>	<b>Average</b>	
757,429	11,056	371	4.90	2.57	

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

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	241	22	225	0	1	1	9	8	176	1	3	0	0	10	188
BUNKERVILLE	306	20	1,564	1	30	0	0	1	13	1	20	0	0	2	33
CENTENNIAL HILLS	30,740	2	45,465	412	2,219	14	146	56	2,466	12	3,005	25	318	107	5,935
CLARK COUNTY	15,264	8	44,506	856	5,772	48	1,828	194	2,814	69	2,085	44	1,479	355	8,206
EAST LAS VEGAS	12,812	12	31,411	960	4,164	78	1,719	60	439	35	3,739	11	478	184	6,375
ENTERPRISE	16,155	6	17,301	245	2,181	25	71	45	1,051	55	969	26	371	151	2,462
GOODSPRINGS	241	22	107	1	12	0	0	0	0	0	0	0	0	0	0
INDIAN SPRINGS	892	17	2,573	4	87	8	319	6	30	21	178	0	0	35	527
LAUGHLIN	4,449	14	4,447	51	880	16	1,556	16	118	4	558	5	26	41	2,258
MEADOWS	510	18	1,308	32	142	3	45	8	52	9	516	0	0	20	613
MESQUITE	6,193	13	9,903	135	1,295	65	520	42	1,049	24	600	3	24	134	2,193
MOAPA TOWN	261	21	514	0	15	1	0	3	35	0	0	0	0	4	35
MOAPA VALLEY	2,994	16	3,013	24	209	5	70	22	325	6	734	0	0	33	1,129
MOUNT CHARLESTON	194	24	920	2	23	1	3	2	48	6	146	0	0	9	197
RAINBOW	19,685	4	18,912	305	2,345	26	1,031	44	1,180	46	1,836	30	380	146	4,427
SAHARA WEST	32,828	1	33,102	532	3,003	111	2,694	37	2,235	9	434	29	429	186	5,792
SANDY VALLEY	405	19	1,105	0	54	0	0	0	0	17	36	0	0	17	36
SEARCHLIGHT	163	25	1,244	2	50	2	10	0	0	19	65	0	0	21	75
SPRING VALLEY	13,493	10	24,522	450	3,318	8	47	91	1,452	58	2,510	14	115	171	4,124
SUMMERLIN	18,023	5	19,870	256	1,294	13	82	21	1,140	19	5,510	23	2,237	76	8,969
SUNRISE	14,416	9	18,917	270	2,531	10	92	36	1,305	36	1,227	0	0	82	2,624
WEST CHARLESTON	13,278	11	21,081	224	2,294	21	79	25	522	50	923	27	731	123	2,255
WEST LAS VEGAS	4,163	15	16,874	215	3,096	63	808	34	728	86	5,991	13	322	196	7,849
WHITNEY	15,346	7	17,272	310	3,233	15	462	72	1,693	40	4,474	9	230	136	6,859
WINDMILL	28,393	3	22,817	495	2,719	19	564	25	932	45	1,019	26	750	115	3,265
WINDMILL SERVICE CENTER	647,962		0	2,137	54,437	382	4,147	31	1,026	19	5,032	0	0	432	10,205
2022 MONTHLY TOTAL	899,407		358,973	7,919	95,404	935	16,302	879	20,829	687	41,610	285	7,890	2,786	86,631
2022 YTD TOTAL	3,574,764		1,395,640	31,604	372,081	4,033	54,379	3,350	67,548	2,944	107,549	954	28,118	11,281	257,594

ANNUAL MONTHLY COMPARISON															
2021 MONTHLY TOTAL	715,785		260,318	5,155	88,644									2,300	63,181
% CHANGE	26%		38%	54%	8%									21%	37%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	3,021,010		1,172,614	23,964	350,096									8,172	172,520
% CHANGE	18%		19%	32%	6%									38%	49%

ANNUAL MONTHLY COMPARISON															
2020 MONTHLY TOTAL	767,718		343,162	4,757	99,827									1,400	26,434
% CHANGE	17%		5%	66%	-4%									99%	228%
2019 MONTHLY TOTAL	981,098		505,425	7,494	160,095									2,462	81,648
% CHANGE	-8%		-29%	6%	-40%									13%	6%
2018 MONTHLY TOTAL	964,979		498,993	7,865	174,349									2,199	83,866
% CHANGE	-7%		-28%	1%	-45%									27%	3%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	3,069,551		1,153,225	22,803	361,065									4,375	72,532
% CHANGE	16%		21%	39%	3%									158%	255%
FY 19-20 YTD TOTAL	4,059,530		2,060,206	33,454	639,535									8,735	246,675
% CHANGE	-12%		-32%	-6%	-42%									29%	4%
FY 18-19 YTD TOTAL	3,999,409		1,989,567	52,365	684,015									7,693	234,635
% CHANGE	-11%		-30%	-40%	-46%									47%	10%

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

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	363	20	195	1	0	0	0	0	0	0	0	0	0	0	0
BUNKERVILLE	372	19	2,502	1	54	0	0	3	99	25	216	0	0	28	315
CENTENNIAL HILLS	26,962	2	42,975	274	1,631	12	97	44	1,473	5	148	23	326	84	2,044
CLARK COUNTY	14,006	7	34,103	405	4,997	42	2,596	232	2,105	62	4,756	40	1,261	376	10,718
EAST LAS VEGAS	10,685	12	21,388	341	3,487	79	723	54	351	30	519	17	371	180	1,964
ENTERPRISE	14,219	6	16,079	189	1,857	32	598	36	569	36	463	17	207	121	1,837
GOODSPRINGS	243	22	259	1	22	0	0	5	18	2	8	0	0	7	26
INDIAN SPRINGS	824	17	3,044	2	77	10	351	2	6	20	95	0	0	32	452
LAUGHLIN	3,965	14	4,634	59	834	26	1,463	16	105	0	0	6	67	48	1,635
MEADOWS	275	21	1,244	13	123	2	40	4	16	9	185	0	0	15	241
MESQUITE	5,831	13	11,456	103	1,317	75	588	36	1,044	11	421	4	11	126	2,064
MOAPA TOWN	241	23	543	1	33	1	0	2	13	1	240	0	0	4	253
MOAPA VALLEY	2,808	16	2,168	20	211	6	42	15	300	4	653	0	0	25	995
MOUNT CHARLESTON	234	24	922	0	14	1	3	5	50	4	36	0	0	10	89
RAINBOW	18,417	4	17,553	251	2,007	23	1,628	34	723	46	823	22	530	125	3,704
SAHARA WEST	30,142	1	30,569	360	2,452	79	3,902	30	665	3	86	28	353	140	5,006
SANDY VALLEY	592	18	997	5	98	0	0	0	0	10	21	0	0	10	21
SEARCHLIGHT	192	25	829	0	37	2	9	7	31	14	35	0	0	23	75
SPRING VALLEY	12,424	9	20,329	242	3,082	6	43	77	807	50	1,972	7	122	140	2,944
SUMMERLIN	16,857	5	16,968	186	1,112	10	64	21	1,057	21	628	16	3,463	68	5,212
SUNRISE	12,409	10	15,904	204	1,960	5	38	27	504	40	1,397	0	0	72	1,939
WEST CHARLESTON	11,782	11	17,439	233	2,085	21	535	29	420	38	706	18	213	106	1,874
WEST LAS VEGAS	3,571	15	10,929	173	2,734	69	466	29	420	42	886	13	365	153	2,137
WHITNEY	13,214	8	17,313	254	2,553	13	225	66	854	26	604	8	215	113	1,898
WINDMILL	25,690	3	20,173	372	2,491	41	675	25	783	20	1,490	29	683	115	3,631
WINDMILL SERVICE CENTER	637,641		0	1,639	46,204	679	7,467	36	742	12	1,957	0	0	727	10,166
2022 MONTHLY TOTAL	863,959		310,515	5,329	81,472	1,234	21,553	835	13,155	531	18,345	248	8,187	2,848	61,240
2022 YTD TOTAL	4,438,723		1,706,155	36,933	453,553	5,267	75,932	4,185	80,703	3,475	125,894	1,202	36,305	14,129	318,834

ANNUAL MONTHLY COMPARISON															
2021 MONTHLY TOTAL	738,235		258,298	4,912	82,408									2,153	49,498
% CHANGE	17%		20%	8%	-1%									32%	24%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	3,759,245		1,475,893	28,876	432,504									10,325	222,018
% CHANGE	18%		16%	28%	5%									37%	44%

ANNUAL MONTHLY COMPARISON															
2020 MONTHLY TOTAL	731,888		264,456	3,968	84,762									1,257	25,981
% CHANGE	18%		17%	34%	-4%									127%	136%
2019 MONTHLY TOTAL	943,807		454,323	7,443	135,295									2,179	55,427
% CHANGE	-8%		-32%	-28%	-40%									31%	10%
2018 MONTHLY TOTAL	912,603		468,885	7,532	154,674									1,873	59,062
% CHANGE	-5%		-34%	-29%	-47%									52%	4%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	3,801,439		1,417,681	26,771	445,827									5,632	98,513
% CHANGE	17%		20%	38%	2%									151%	224%
FY 19-20 YTD TOTAL	5,003,337		2,514,529	40,897	774,830									10,914	302,102
% CHANGE	-11%		-32%	-10%	-41%									29%	6%
FY 18-19 YTD TOTAL	4,912,012		2,458,452	59,897	838,689									9,566	293,697
% CHANGE	-10%		-31%	-38%	-46%									48%	9%

## ITEM VI.A.2.a.



### MEMORANDUM

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

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

**DATE:** December 31, 2022

**SUBJECT:** Branding and Marketing Activity Report, January 2023

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

### Powerful Partnerships

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

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

In December, the BAM team worked on the following initiatives:

- On Dec. 19, BAM and Library Operations staffed the Library District Outreach tent at Toshiba Plaza, located outside T-Mobile Arena, to hand out the December Collectible Player Bookmark featuring Right Wing Reilly Smith. The team also conducted "Vegas Born" library card sign ups, with 25 new cardholders registered that evening!
- BAM finalized the design of the new gold foil VGK library card, which will launch in February 2023 during Library Lovers' Month.
- Scheduled dedicated social media posts throughout the month that promoted the availability of the December Collectible Player Bookmark.
- BAM is collaborating with the VGK on the design of a co-branded T-shirt, which will be available in February with the launch of the new card.
- The PR team wrote and distributed a joint news release about the bookmarks and continuing partnership with the VGK via Meltwater (we previously used PR Newswire), and sent directly to local contacts and library trade publications. The release was published on the following websites to date: [Yahoo! Finance](#), [Yahoo! Sports](#), [NHL Gameday](#), [Associated Press](#), [8 News Now](#), [Mesquite Local News](#), [The Daily Independent](#) (Sun City, Arizona). Coverage also included [an anchor read story on KTNV Ch 13](#).
- The Vegas Golden Knights also shared the launch of this year's new Collectible Player Bookmark Series on their Facebook and Twitter accounts on December 15.



### Springs Preserve Partnership

During the December "soft launch" of the passes, BAM worked with the Springs Preserve team **Lisa Windom** and **Jena Antonchuck**, and the Library District's Head of Collections **Rebecca Colbert** to devise a promotional strategy that would not overburden the availability of the passes. This includes:

- Flyers for the branches, and promotion in the Library Highlights eNewsletter, will begin in January.
- A joint news release will announce the partnership in late January, in conjunction with the Scholastic Art & Writing Award exhibition, which will be held at the Springs Preserve starting January 28. As part of the exhibition, to "bring the library into the Springs Preserve," BAM is creating posters that highlight previous notable winners of the prestigious awards whose writing and art you can learn more about at the library. A QR code will lead back to a curated list of works by or about the author or artist.
- In addition, BAM is creating a Museums and Park Passes page that will include the Springs Preserve passes, the Nevada State Park passes (available starting January 3), and the Discovery Children's Museum passes.
- BAM is also collaborating with the Springs Preserve on a photo shoot, which will be used to promote the availability of the passes on the Library District & Springs Preserve social media channels.



## Powerful Programs

### Winter Reading Challenge 2023

BAM continued to prepare for the promotional launch of the Winter Reading Challenge by creating the following assets and marketing materials:

- [Winter Reading Challenge Launch Kit](#). For use through the month of January, it includes graphics and copy for a variety of platforms, in both English and Spanish. BAM provided a link to the launch kit for the Desert Dogs, and for various community partners including Las Vegas City Council, Clark County Commissioners and their communications staffs to request their assistance in promoting Summer Challenge in their newsletters and communication channels. Councilwoman **Olivia Diaz** used materials from the launch kit in her [December 21 newsletter](#).
- Scheduled dedicated promotional posts on social media through January 31.
- Sent a dedicated e-blast about the program to library cardholders on December 15.
- Sent a news release in English and Spanish to local media, library trade publications, and distributed via Meltwater News. The news release spotlighted the promotional partnership with the Las Vegas Desert Dogs lacrosse team.
  - The news release was picked up by [Yahoo! Finance](#), [Associated Press](#), [8 News Now](#), and [Vegas Sports Today](#), among others
  - [Our Sports Central](#) included information about the Desert Dogs sponsorship in the Community section of its December 22 report.



Our Winter Reading Challenge is back and this year adults can take part to win cool prizes, too! From January 1 to January 31, babies, kids, teens, and adults are encouraged to join the challenge and explore our vast collection of fun and thought-provoking titles, from audiobooks & magazines, to graphic novels, comic books, and more!

To complete the Winter Reading Challenge 2023, babies, kids, teens, and adults can read (or be read to) for 5 hours (or 300 minutes) during the month of January. You can keep track of your reading online through [Beanstack](#) or on our [printable bookmark \(en Español\)](#). Limit one entry per person.

Don't have your free library card yet? It only takes a few minutes to [sign up](#) and start enjoying all the amazing benefits, so #GetCarded and take the #WinterReadingChallenge today!

### Track Your Progress On Beanstack

Create or Sign In to Your Account on Beanstack

Register now by [signing in to Beanstack](#) for a chance to win prizes during our Winter Reading Challenge! Beanstack is also available as an app for either [iOS](#) or [Android](#).

### Start Reading!

- [Search Our Online Catalog](#)
- [Download Books with Libby](#)
- [Download Books With Axis 360](#)
- [Download Books With Hoopla](#)



### Boyd Gaming Wreaths of Hope

BAM assisted with the promotion of the Library District's entry in the Boyd Gaming Wreaths of Hope Fundraiser. Activities included social media posts to encourage residents to cast their ballot for the Library District during the voting period, as well as post-event coverage of the check presentation ceremony.

## Branding and Marketing Report Page 4



### Holiday Video Messages

BAM filmed two holiday messages with Executive Director **Kelvin Watson**:

- A message of thanks directed to the Library District family that was sent out in an email by Mr. Watson on December 22 and can be viewed, [HERE](#).
- A message for the public that was shared on social media on December 25 & January 1, reminding customers that while the library branches are closed for the holiday, the library is always open for them online at [TheLibraryDistrict.org](https://TheLibraryDistrict.org), where they can enjoy our digital collection, plus entertaining and educational resources.



## Powerful People

### Media Relations & Coverage Highlights

Select media coverage of Library District programs and initiatives includes:

- The December 26-28 **Kwanzaa Celebration** at West Las Vegas Library received considerable media attention from local broadcast stations, and featured interviews with West Las Vegas Library Performing Arts Center Coordinator **China Hudson**. On December 26-27 there were a total of 27 broadcast hits. Highlights include [KTNV Ch 13](#), [Fox 5](#) and [8 News Now](#).
- The Nevada Independent conducted a Q&A with Executive Director **Kelvin Watson**, "Indy Q&A: Las Vegas libraries director on serving diverse communities," published December 29 in [English](#) and [Spanish](#).
- Adult Education Program Manager **Jill Hersha** was interviewed by ProPublica for an article about adult education, "[America's adult education system is broken. Here's how experts say we can fix it.](#)" The story was picked up by [Salon.com](#), [MSN.com](#),

## Powerful Platforms

BAM continues to prepare for the April 2023 launch of the Free To Be branding campaign, and is working with all departments to create a variety of materials to aid staff in their day-to-day and special projects.

In preparation for the launch, and as a special thank you to the staff and Board of Trustees for their contributions to the campaign, BAM will be distributing a series of special branded gifts to these groups. The first gift was a faux leather portfolio, and more exciting items are on the way.

### BAM Advertising Campaigns

Program	Publications	Date	Sizes	Rates
<b>ACT College Prep Program</b>	Black Image	December	Half Page	\$1500
<b>Winter Reading Challenge</b>	Black Image	December	Half Page	\$1500
	Las Vegas Weekly	12/22 – 1/4 (double issue)	Half Page	\$1500
<b>The Library Is your Home for the Holidays</b>	Las Vegas Weekly	12/8	Half page	\$1500
	Las Vegas Review-Journal	11/24 – 12/8	Full page plus digital ads	\$1000
	Holiday Guide			
<b>Foundation Gala Save the Date</b>	Latin Chamber of Commerce	12/15 – 1/15	Full page	Complimentary

**Library Highlights eNewsletter – Orange Boy Software Results**

BAM continues to see strong open rates from our bi-monthly eNewsletters, allowing the Library District to reach more active cardholders and re-engage with cardholders who have not visited the library or used our services for some time. Below are details from our November-December eNewsletter campaigns:

**November 22 Issue: The Library Is Your Home for the Holidays**

Topics: Details about the free programs and services available at the Library District during the 2022 holiday season, a call-to-action to vote for the Library District during the Boyd Gaming Wreaths of Hope decorating competition, details on the Library District Foundation Holiday Book Sale at Sahara West Library, Thanksgiving & Family Day closure information, details on the Federal Communications Commission's Affordable Connectivity Program, upcoming must-see events selected by PVS & YS, and our monthly call-to-action to donate to the Library District Foundation.

- 151,813 unique opens with a 40% open rate
- 4,046 unique clicks generated
- Sent to 379,186 unique emails
- 547 unsubscribes

Following the November 22 email, 18,935 cardholders used OverDrive within 7 days of opening the message; 7,676 circulated a physical item; and 3,475 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 2,422 Occasionals (users more than 3+ months without use), and 921 Inactives, which also included the reengagement of 300 Bright Future users (e.g. Teen cardholders).

**December 7 Issue: New Vegas Golden Knights Bookmarks Are Here + Musical Storytime + Artists Reception + Free ACT Test Prep**

Topics: Details about the availability of the new Vegas Golden Knights Collectible Bookmarks, which featured Right Wing Reilly Smith in December, the Library District's ACT Prep Program, the new Virtually Anywhere online storytime with Mr. Joey from Spring Valley Library that is available on the Library District's YouTube Channel, details on the December 15 Gallery Exhibit Reception Night at Sahara West Library, a link to check out the upcoming Virtual Author Talk Series, must-see upcoming events as selected by PVS & YS, plus information on the Library District Foundation giveback event in partnership with Kendra Scott of Downtown Summerlin on December 9.

- 119,913 unique opens with a 31.4% open rate
- 2,394 unique clicks generated
- Sent to 381,866 unique emails
- 458 unsubscribes

Following the December 7 email, 5,695 cardholders used OverDrive within 7 days of opening the message; 2,318 circulated a physical item; and 1,037 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 875 Occasionals (users more than 3+ months without use), and 443 Inactives (users with more than 12+ months without use), which included 104 Teens between the ages of 13-17.

**December 15 eBlast: Earn Prizes with the Winter Reading Challenge**

Topics: This was a single topic eBlast that was sent to active cardholders with details on the 2023 Winter Reading Challenge, this year's available prizes, as well as a link to register ahead of the January 1 start date.

- 147,357 unique opens with a 38.5% open rate
- 2,405 unique clicks generated
- Sent to 383,078 unique emails
- 560 unsubscribes

Following the December 15 email, 6,713 cardholders used OverDrive within 7 days of opening the message; 2,573 circulated a physical item; and 1,118 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 951 Occasionals (users more than 3+ months without use), and 397 Inactives (users with more than 12+ months without use), which included 114 Teens between the ages of 13-17.

**December 21 Issue: Virtual Gallery Tours + Bring Kindness Back**

Topics: The new Behind-the-Scenes Virtual Gallery Tour video with featured artist Jamie Kovacs, which is available on the Library District's Virtually Anywhere YouTube Channel, a call-to-action to sign up for the 2023 Winter Reading Challenge (Jan. 1-31), the latest Literally blog written by Head of Collection & Bibliographic Services **Rebecca Colbert**, a link to get the December Vegas Golden Knights Collectible Player Bookmark featuring Reilly Smith, holiday closure information, must-see upcoming events selected by PVS & YS, as well as a call-to-action to donate to the Library District Foundation's End of Year Round-Up program.

- 111,192 unique opens with a 29% open rate
- 1,847 unique clicks generated
- Sent to 383,324 unique emails
- 331 unsubscribes

Following the December 21 email, 3,025 cardholders used OverDrive within 7 days of opening the message; 952 circulated a physical item; and 874 utilized Hoopla.

Lapsed user reengagement data is still being compiled at this time and will be available in the February 2023 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 TheLibraryDistrict.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



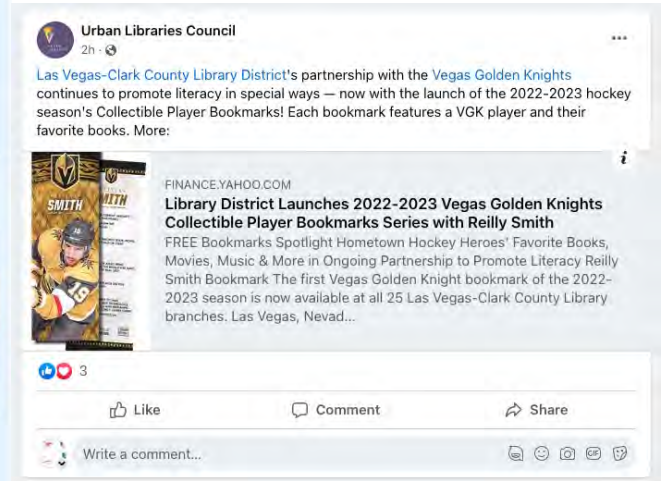
Library District search results, thereby increasing the opportunity for discovery of our programs and services.

- [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 (November):
  - Our Google Grant Ads are showing at the top of Google search results pages over 90% of the time which means that our ads are competing well against other keyword bidders
  - Total clicks were 3,894, which is slightly down from the previous month, but NPM reports that online searching in general slows during the holiday season
  - CTR for our ads remained high at 24%, which continues to be one of NPM's top performing accounts.
  - Our top keywords for the reporting period are: Clark County Library, Library Near Me, & Library Resources Online
  - 53 successful Digital eCard applications from clicking on an ad
  - 16 calls to branches directly from ads

### Social Media Highlights



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**Top Social Media Posts November 2022**

**Facebook:**

BAM's top post for the month helped to promote the November Tales & Cocktails Book Club at Windmill Library. This post generated **2,460 organic impressions, 153 user engagements, including 10 comments & 2 shares**, which helps to increase the total reach of the post.



**Twitter:**

Our top Tweet for November was the looped GIF video BAM filmed that featured Executive Director **Kelvin Watson** & UNLV President **Keith Whitfield** promoting the new UNLV kiosk. The kiosk is available in the front lobby of Windmill Library so we invite you to stop by and check it out. This video Tweet generated **942 organic impressions, 30 user engagements & 3 Retweets.**

**Instagram:**

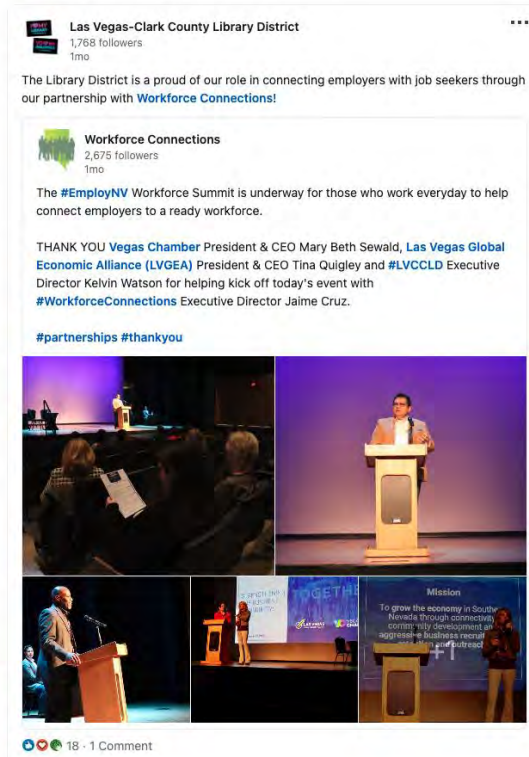
Our most popular post on Instagram was also one of the photos to help promote the November Tales & Cocktails Book Club at Windmill Library. This generated **1,589 organic impressions & 92 total user engagements, with 9 comments & 2 post saves by users.**





**LinkedIn:**

The Library District's top post on LinkedIn for the month was sharing the WorkForce Connections post about the EmployNV Workforce Summit, which took place at Windmill Library on November 15. This post generated **460 organic impressions, 56 total user engagements, plus 37 link clicks.**



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

**LVCCLD Facebook**

	Fans	Impressions	Post Engagements	Link Clicks
<b>November 2022 Statistics</b>	14,712	98,001	2,706	295
<b>% Gain from October</b>	+1%	-48%	-67%	-60%
<b>% Gain from November 2021</b>	+10%	+7%	+2%	+2%
<b>% Gain from November 2020</b>	+16%	+88%	+70%	+201%

**Notes:** Most of our key analytics were down month-over-month as we didn't have an abnormal engagement spike like we did for Family Pride Day in October, but they were up year-over-year, which is great to see as the holiday season is typically a tougher time to increase analytics with fewer branch programming taking place. Each month BAM continues to create Facebook Events for priority CE & LO events, as well as share District-wide promotions, new Library District & Foundation initiatives, curated staff lists from the Library District collection, as well as recent media coverage.

**LVCCLD Twitter**

	<b>Followers</b>	<b>User Engagements</b>	<b>Organic Impressions</b>	<b>Link Clicks</b>
<b>November 2022 Statistics</b>	4,207	1,065	76,074	101
<b>% Gain from October</b>	+1%	-66%	-38%	-39%
<b>% Gain from November 2021</b>	+9%	-57%	-63%	-58%
<b>% Gain from November 2020</b>	+21%	-46%	-37%	-5%

**Notes:** With the exception of New Followers, our key analytics on Twitter were down from the previous month. This is because we often experience abnormal engagement spikes for special events like Family Pride Day. BAM is working with branches through the monthly social media training classes to create more organic content (photos/videos) to promote weekly/monthly programming that will drive more user engagement. Each month on Twitter, we share links to priority CE/LO events & landing pages on TheLibraryDistrict.org, along with local and national resources, spotlighting the Library District's powerful partnerships, as well as timely and diverse staff lists created by the website content committee.

**LVCCLD Instagram**

	<b>Followers</b>	<b>User Engagement</b>	<b>Impressions</b>	<b>Total Likes</b>	<b>Total Comments</b>
<b>November 2022 Statistics</b>	5,883	2,076	86,458	1,811	178
<b>% Gain from October</b>	+1%	-50%	-38%	-49%	-48%
<b>% Gain from November 2021</b>	+22%	+14%	+37%	+14%	+47%
<b>% Gain from November 2020</b>	+56%	-22%	+20%	-23%	+117%

**Notes:** We increased our New Followers for the month, but our key analytics were also down on this platform. But we are encouraged to see year-over-year gains during this time period. Each month, BAM continues to utilize the IG Stories feature to promote the weekly priority events & programs happening across the Library District. BAM is also working with branches to generate more organic photos and videos to promote their upcoming events/programs, as this social media platform prioritizes this type of dynamic content over sharing promotional flyers.

**LVCCLD LinkedIn**

	<b>Followers</b>	<b>Impressions</b>	<b>User Engagement</b>	<b>Post Shares</b>	<b>Link Clicks</b>
<b>November 2022 Statistics</b>	1,740	3,413	331	10	196
<b>% Gain from October</b>	+2%	-20%	-48%	+43%	-54%
<b>% Gain from November 2021</b>	N/A	N/A	N/A	N/A	N/A
<b>% Gain from November 2020</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** BAM continues to post Library District news and partnership updates on the LinkedIn account, and we work closely with HR to post job openings on this important channel. We increased our New Followers and total Shares of our posts month-over-month, but our Total Impressions and User Engagement was down. As LinkedIn is the leading professional networking site, and primarily used for employment & career networking, our monthly analytics on this platform will fluctuate based on the provided content and may not be as robust as our primary social media channels. However, the content and updates we share on this platform connect with a more targeted audience, including community partners, library industry professionals, Library District employees, and job-seekers.

### YouTube

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
<b>November 2022 Statistics</b>	1,279	14,800	44.3 hrs	59 sec
<b>% Gain from October</b>	+3%	-31%	-31%	-47%
<b>% Gain from November 2021</b>	+18%	+6%	-9%	-76%
<b>% Gain from November 2020</b>	N/A	N/A	N/A	N/A

**Notes:** The Library District's planned slow rollout for resuming Virtual Programming meant that the content we shared in November was not as robust as the amount of October content, which lead to our key analytics dropping month-over-month. As new video content is prioritized by YouTube's algorithm, the key for the Library District's long-term growth on YouTube will be to have monthly video content.

### Website Analytics — External Users (Outside of Library District Branches)

	Unique Visitors	Unique Homepage Views	Total User Sessions	Average User Sessions	Average Session Duration
<b>November 2022 Statistics</b>	81,140	117,868	284,194	2.93	2 min 39 sec
<b>% Gain from October</b>	-4%	-9%	-7%	-1%	No change
<b>% Gain from November 2021</b>	-.05%	-22%	+41%	+18%	-31%
<b>% Gain from November 2020</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** Our website analytics were slightly down from the previous month, but we were encouraged by year-over-year gains in Total User Sessions and the Average Number of User Sessions across the website. This means we are attracting more users to return to the website. BAM is currently working on a homepage redesign that reflects the past year of analytics, which will provide customers easier access to what they search for most (e.g. Account access, Catalog search & upcoming events). This will coincide with the new brand launch in Spring 2023, and we are confident it will increase the Average Session Duration and overall user Dwell Time on the homepage.

## ITEM VI.A.2.b.



### MEMORANDUM

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**TO:** Board of Trustees through Mr. Kelvin Watson, Executive Director  
**FROM:** Matt McNally, Community Engagement Director  
**DATE:** December 31, 2022  
**SUBJECT:** Community Engagement Report, January 2023

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 **November 1, 2022 – November 30, 2022.**

A programming statistics error was discovered in the October Board of Trustees report after submission. The monthly and YTD totals and % change comparisons were adjusted. An amended statistics report is included in this report to correct the record.

#### POWERFUL PEOPLE

- Summerlin Library Assistant Branch Manager Carla Land and Whitney Library Adult Services Librarian Faith Barrow-Waheed will chair and co-chair the adult component of Summer Challenge. West Charleston Library Youth Services Librarian Kristen Veiga and Whitney Library Youth Services Librarian Melissa Sanchez will chair and co-chair the youth component of Summer Challenge. Plans are underway to contract guest presenters.
- The Adult Services taskforce completed plans to host the first Adult Services staff summit. The summit occurred on December 14 and provided professional development training for staff throughout the District.
- Youth Services completed plans in November and conducted their annual staff summit on December 7.
- Red Feather Woman and Derrick Suwaima Davis performed at several libraries in celebration of Native American Heritage month.
- Visited the studio of George Fielder in preparation for his upcoming exhibit at West Las Vegas Library.
- Programming staff committed to attend the 2023 Consumer Electronic Show (CES) in Las Vegas.
- Conducted interviews for the position of Project Manager. A candidate was not selected and recruitment was extended through December 25.
- Literacy Services Manager Jill Hersha retired from the Library District effective November 30. Recruitment for the vacant position is underway.

### **POWERFUL PLACES**

- Project Marilyn hosted a tour of their facility for library staff to pilot a partnership program at the Rainbow Library.
- Finalized plans for East Las Vegas and West Las Vegas libraries to host College ACT prep classes in January. Public online registration went live at the end of November and is now taking waitlist RSVP's only due to room capacity. Library District staff began planning more sessions in February.
- Clark County Library hosted the Vegas Valley Comic Book Festival.
- Participated in vision and design meetings with General Services and architects for the new West Las Vegas Library.
- Attended the annual UNLV Art Walk, and receptions for Miguel Rodriguez's exhibit at Priscilla Fowler Fine Art and Bortolomi Gallery's pop-up exhibit at the old Greyhound bus station.
- Held Community Engagement's annual holiday party to recognize and thank staff for their hard work and effort performed throughout the year.

### **POWERFUL PARTNERSHIPS**

- Nevada Partnership for Homeless Youth conducted two professional development trainings to update staff on Safe Place procedures. The training was recorded for future staff viewing.
- Collaborated with Las Vegas Desert Dogs for the Winter Reading Challenge 2023. Desert Dogs will provide grand prizes for each of the Library District's 25 branches.
- Library staff attended Sin City Anime and promoted library services as a vendor of the event.
- The Employ NV Business Hub conducted a job fair with over 50 employers drawing 768 library customers seeking employment.
- Worked with AARP to finalize plans and provide a free Tax Assistance program for seniors in 2023. Service will be available at six library branches from February 3 to April 14. Customer registration for the program will begin in mid-January.
- Presented scholarship savings awards with Nevada State Treasurer Zach Conine at the North Las Vegas City Hall in conjunction with an art contest exhibit hosted at Whitney Library.
- Hosted a reception at West Charleston Library gallery with the Clark County Artists' Guild.
- Worked with Candelen and Youth Services staff at Windmill Library and Rainbow Library to bring a series of nonprofit training and professional development workshops and family engagement classes to parents and caregivers of young children in 2023.
- Partnered with the city of Las Vegas on a new citywide experiential learning initiative for STEAM engagement programs serving school-aged youth across the valley.
- Joined the Nevada Reading Week (NRW) statewide planning committee.
- Partnered with the Peccole Ranch Homeowner's Association to develop an educational resource awareness event and a series of after school STEAM programs.

### **POWERFUL PLATFORMS**

- Participated in a mobile application demo with vendor CapiraMobile.
- Filmed a Workforce Connections thank you video for their annual service provider meeting.

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- Met with Sunrise Hospital to explain a library hospital engagement proposal that will provide books and educational materials to parents of newborns.
- Attended the Nevada Partnership for Homeless Youth annual homelessness summit at the Smith Center for the Performing Arts.
- A Programming Statistics Standards document was developed and distributed to all Library District staff. The document helps clarify staff expectations when collecting program statistics and standardizes output measurements to maintain data integrity.
- Provided an all-day virtual program training for 12 library staff. The training is required to generate and lead Library District virtual programs. Attendees learned about terminology, responsibilities, mentorship, resources, legalities, program ideation, scripting, equipment, audio and lighting techniques, branding, submitting content, and the public posting process.
- Opportunity Marketing was launched to all Library District staff. The program is a framework allowing staff to formalize engagements with local businesses and organizations to support library programs and services. Library customers benefit through enhanced and/or expanded programs and services, while partnering entities may benefit from additional exposure.
- West Charleston Library staff integrated a stream of the Biblioboard Indie Author Awards in to the Once Upon A Time story festival.
- Provided 11 Mind in the Making early childhood education videos on executive brain function, and a 3-year grant ending synopsis for presentation at the Children's Cabinet's statewide partnership meeting.

## HIGHLIGHTED EVENTS

*Celebrate Veteran's and Their Families!*  
Sahara West



*Celebrate Veteran's and Their Families!*  
Summerlin





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*Once Upon A Time Story Festival*  
West Charleston



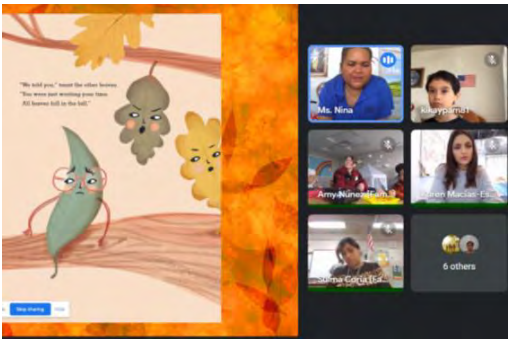
*Band Camp*  
Sahara West



*Masha Pisarenko*  
Sahara West



*Vegas Valley Comic Book Festival*  
Clark County



*Vegas Valley Comic Book Festival*  
Clark County



*Vegas Valley Comic Book Festival*  
Clark County



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*Derrick Suwaima Davis*  
Windmill



*Coffee with a Cop*  
Clark County



*NV State Treasurer's Art Contest*  
Whitney



*CCAG Exhibit Reception*  
West Charleston



*Red Feather Woman*  
West Charleston



*EmployNV Job Fair*  
Sahara West





**COMING HIGHLIGHT EVENTS IN JANUARY**

<i>Winter Reading Challenge</i>	Districtwide	1-31
<i>Las Vegas Stories   Pushing Boundaries: How Airlines Connected the American West</i>	Clark County	5
<i>Jennifer Saracino: Spaces</i>	Clark County	5
<i>ACT College Prep Classes</i>	West Las Vegas	5, 12, 19, 26
<i>ACT College Prep Classes</i>	East Las Vegas	7, 14, 21, 28
<i>Peace Week Celebration of Dr. King's Legacy</i>	West Las Vegas	9-19
<i>The Art of George Fielder</i>	West Las Vegas	10
<i>Kathleen Oettinger: Charting the Cosmos</i>	Centennial Hills	12
<i>An Afternoon With Mikey</i>	Sahara West	14
<i>ASL Storytime</i>	West Charleston	14
<i>Chadwick Johnson – Blues Got Soul</i>	Summerlin	15
<i>Sean Gaskell: The Music and Mythology of the West African Kora</i>	Clark County, Windmill, West Charleston	20-22
<i>Sing On! The Whiffenpoofs of Yale University</i>	West Charleston, Summerlin, Whitney	21-23
<i>Remember Always, Never Forget Our Heroes: Veteran's Festival</i>	Whitney	21
<i>Kara Hetrick: Nowhere, Nevada</i>	Laughlin	22
<i>Hands on Harp workshops and Celtic Harp Concerts</i>	Mesquite, Summerlin, West Charleston, Windmill, Clark County	25-29
<i>Death Camps of the Holocaust</i>	Whitney	27
<i>Staged Reading "Brilliant Adventures" by Alistair McDowall</i>	Clark County	27-28
<i>Celebrating America's Crooners with Jonathan Karrant</i>	West Charleston	28
<i>Sapira Cheuk: Pas De Deux</i>	Windmill	31

**COMING HIGHLIGHT EVENTS IN FEBRUARY**

<i>Opera Legends in Black</i>	Windmill	5
<i>Inspirations from Hayes</i>	Summerlin	5
<i>Equipo Academy: Spirit of the Land</i>	East Las Vegas	7
<i>ASL Storytime</i>	West Charleston	11
<i>Bilingual Storytime</i>	West Las Vegas	13
<i>Left of Center: Blanket of Protection</i>	West Charleston	14
<i>Black Swan Radio Hour</i>	Summerlin, West Charleston	17, 18
<i>Kemet in the Desert 2023</i>	West Las Vegas	17, 18
<i>2023 Authors &amp; Artists Fair</i>	Clark County	18
<i>Alyssa Harris – Reigning Ladies, A Tribute to the Leading Ladies of Blues, Soul, and Rock n Roll</i>	Summerlin	19
<i>Ron Harris III: A Room Full of Mirrors</i>	Enterprise	23
<i>Contemporary West Dance Theater</i>	West Las Vegas	24
<i>A Collection of Dances</i>	Summerlin	26
<i>Fiddlin’ with Stories</i>	West Las Vegas	26
<i>I Heart Whitney Community Talent Show</i>	Whitney	28

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

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	241	22	225	0	1	1	9	8	176	1	3	0	0	10	188
BUNKERVILLE	306	20	1,564	1	30	0	0	1	13	1	20	0	0	2	33
CENTENNIAL HILLS	30,740	2	45,465	412	2,219	14	146	56	2,466	12	3,005	25	318	107	5,935
CLARK COUNTY	15,264	8	44,506	856	5,772	48	1,828	194	2,814	69	2,085	44	1,479	355	8,206
EAST LAS VEGAS	12,812	12	31,411	960	4,164	78	1,719	60	439	35	3,739	11	478	184	6,375
ENTERPRISE	16,155	6	17,301	245	2,181	25	71	45	1,051	55	969	26	371	151	2,462
GOODSPRINGS	241	22	107	1	12	0	0	0	0	0	0	0	0	0	0
INDIAN SPRINGS	892	17	2,573	4	87	8	319	6	30	21	178	0	0	35	527
LAUGHLIN	4,449	14	4,447	51	880	16	1,556	16	118	4	558	5	26	41	2,258
MEADOWS	510	18	1,308	32	142	3	45	8	52	9	516	0	0	20	613
MESQUITE	6,193	13	9,903	135	1,295	65	520	42	1,049	24	600	3	24	134	2,193
MOAPA TOWN	261	21	514	0	15	1	0	3	35	0	0	0	0	4	35
MOAPA VALLEY	2,994	16	3,013	24	209	5	70	22	325	6	734	0	0	33	1,129
MOUNT CHARLESTON	194	24	920	2	23	1	3	2	48	6	146	0	0	9	197
RAINBOW	19,685	4	18,912	305	2,345	26	1,031	44	1,180	46	1,836	30	380	146	4,427
SAHARA WEST	32,828	1	33,102	532	3,003	111	2,694	37	2,235	9	434	29	429	186	5,792
SANDY VALLEY	405	19	1,105	0	54	0	0	0	0	17	36	0	0	17	36
SEARCHLIGHT	163	25	1,244	2	50	2	10	0	0	19	65	0	0	21	75
SPRING VALLEY	13,493	10	24,522	450	3,318	8	47	91	1,452	58	2,510	14	115	171	4,124
SUMMERLIN	18,023	5	19,870	256	1,294	13	82	21	1,140	19	5,510	23	2,237	76	8,969
SUNRISE	14,416	9	18,917	270	2,531	10	92	36	1,305	36	1,227	0	0	82	2,624
WEST CHARLESTON	13,278	11	21,081	224	2,294	21	79	25	522	50	923	27	731	123	2,255
WEST LAS VEGAS	4,163	15	16,874	215	3,096	63	808	34	728	86	5,991	13	322	196	7,849
WHITNEY	15,346	7	17,272	310	3,233	15	462	72	1,693	40	4,474	9	230	136	6,859
WINDMILL	28,393	3	22,817	495	2,719	19	564	25	932	45	1,019	26	750	115	3,265
WINDMILL SERVICE CENTER	647,962		0	2,137	54,437	382	4,147	31	1,026	19	5,032	0	0	432	10,205
2022 MONTHLY TOTAL	899,407		358,973	7,919	95,404	935	16,302	879	20,829	687	41,610	285	7,890	2,786	86,631
2022 YTD TOTAL	3,574,764		1,395,640	31,604	372,081	4,033	54,379	3,350	67,548	2,944	107,549	954	28,118	11,281	257,594

ANNUAL MONTHLY COMPARISON															
2021 MONTHLY TOTAL	715,785		260,318	5,155	88,644									2,300	63,181
% CHANGE	26%		38%	54%	8%									21%	37%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	3,021,010		1,172,614	23,964	350,096									8,172	172,520
% CHANGE	18%		19%	32%	6%									38%	49%

ANNUAL MONTHLY COMPARISON															
2020 MONTHLY TOTAL	767,718		343,162	4,757	99,827									1,400	26,434
% CHANGE	17%		5%	66%	-4%									99%	228%
2019 MONTHLY TOTAL	981,098		505,425	7,494	160,095									2,462	81,648
% CHANGE	-8%		-29%	6%	-40%									13%	6%
2018 MONTHLY TOTAL	964,979		498,993	7,865	174,349									2,199	83,866
% CHANGE	-7%		-28%	1%	-45%									27%	3%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	3,069,551		1,153,225	22,803	361,065									4,375	72,532
% CHANGE	16%		21%	39%	3%									158%	255%
FY 19-20 YTD TOTAL	4,059,530		2,060,206	33,454	639,535									8,735	246,675
% CHANGE	-12%		-32%	-6%	-42%									29%	4%
FY 18-19 YTD TOTAL	3,999,409		1,989,567	52,365	684,015									7,693	234,635
% CHANGE	-11%		-30%	-40%	-46%									47%	10%

**Las Vegas - Clark County Library District**  
**Library Operations and Community Engagement**  
**Monthly Statistics**  
**November 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	363	20	195	1	0	0	0	0	0	0	0	0	0	0	0
BUNKERVILLE	372	19	2,502	1	54	0	0	3	99	25	216	0	0	28	315
CENTENNIAL HILLS	26,962	2	42,975	274	1,631	12	97	44	1,473	5	148	23	326	84	2,044
CLARK COUNTY	14,006	7	34,103	405	4,997	42	2,596	232	2,105	62	4,756	40	1,261	376	10,718
EAST LAS VEGAS	10,685	12	21,388	341	3,487	79	723	54	351	30	519	17	371	180	1,964
ENTERPRISE	14,219	6	16,079	189	1,857	32	598	36	569	36	463	17	207	121	1,837
GOODSPRINGS	243	22	259	1	22	0	0	5	18	2	8	0	0	7	26
INDIAN SPRINGS	824	17	3,044	2	77	10	351	2	6	20	95	0	0	32	452
LAUGHLIN	3,965	14	4,634	59	834	26	1,463	16	105	0	0	6	67	48	1,635
MEADOWS	275	21	1,244	13	123	2	40	4	16	9	185	0	0	15	241
MESQUITE	5,831	13	11,456	103	1,317	75	588	36	1,044	11	421	4	11	126	2,064
MOAPA TOWN	241	23	543	1	33	1	0	2	13	1	240	0	0	4	253
MOAPA VALLEY	2,808	16	2,168	20	211	6	42	15	300	4	653	0	0	25	995
MOUNT CHARLESTON	234	24	922	0	14	1	3	5	50	4	36	0	0	10	89
RAINBOW	18,417	4	17,553	251	2,007	23	1,628	34	723	46	823	22	530	125	3,704
SAHARA WEST	30,142	1	30,569	360	2,452	79	3,902	30	665	3	86	28	353	140	5,006
SANDY VALLEY	592	18	997	5	98	0	0	0	0	10	21	0	0	10	21
SEARCHLIGHT	192	25	829	0	37	2	9	7	31	14	35	0	0	23	75
SPRING VALLEY	12,424	9	20,329	242	3,082	6	43	77	807	50	1,972	7	122	140	2,944
SUMMERLIN	16,857	5	16,968	186	1,112	10	64	21	1,057	21	628	16	3,463	68	5,212
SUNRISE	12,409	10	15,904	204	1,960	5	38	27	504	40	1,397	0	0	72	1,939
WEST CHARLESTON	11,782	11	17,439	233	2,085	21	535	29	420	38	706	18	213	106	1,874
WEST LAS VEGAS	3,571	15	10,929	173	2,734	69	466	29	420	42	886	13	365	153	2,137
WHITNEY	13,214	8	17,313	254	2,553	13	225	66	854	26	604	8	215	113	1,898
WINDMILL	25,690	3	20,173	372	2,491	41	675	25	783	20	1,490	29	683	115	3,631
WINDMILL SERVICE CENTER	637,641		0	1,639	46,204	679	7,467	36	742	12	1,957	0	0	727	10,166
2022 MONTHLY TOTAL	863,959		310,515	5,329	81,472	1,234	21,553	835	13,155	531	18,345	248	8,187	2,848	61,240
2022 YTD TOTAL	4,438,723		1,706,155	36,933	453,553	5,267	75,932	4,185	80,703	3,475	125,894	1,202	36,305	14,129	318,834

ANNUAL MONTHLY COMPARISON															
2021 MONTHLY TOTAL	738,235		258,298	4,912	82,408									2,153	49,498
% CHANGE	17%		20%	8%	-1%									32%	24%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	3,759,245		1,475,893	28,876	432,504									10,325	222,018
% CHANGE	18%		16%	28%	5%									37%	44%

ANNUAL MONTHLY COMPARISON															
2020 MONTHLY TOTAL	731,888		264,456	3,968	84,762									1,257	25,981
% CHANGE	18%		17%	34%	-4%									127%	136%
2019 MONTHLY TOTAL	943,807		454,323	7,443	135,295									2,179	55,427
% CHANGE	-8%		-32%	-28%	-40%									31%	10%
2018 MONTHLY TOTAL	912,603		468,885	7,532	154,674									1,873	59,062
% CHANGE	-5%		-34%	-29%	-47%									52%	4%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	3,801,439		1,417,681	26,771	445,827									5,632	98,513
% CHANGE	17%		20%	38%	2%									151%	224%
FY 19-20 YTD TOTAL	5,003,337		2,514,529	40,897	774,830									10,914	302,102
% CHANGE	-11%		-32%	-10%	-41%									29%	6%
FY 18-19 YTD TOTAL	4,912,012		2,458,452	59,897	838,689									9,566	293,697
% CHANGE	-10%		-31%	-38%	-46%									48%	9%

## ITEM VI.A.2.c.



### MEMORANDUM

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

FROM: JoAnn Prevetti, Director of Development

DATE: December 31, 2022

SUBJECT: Development Department Report, January 2023

#### **Development Department Powerful Plays in December 2022**

- Toured Sahara West Library with Wells Fargo and discussed possible 2023 grant funding.
- Met with Matt Defalco with Olympia Companies re: program funding.
- Met with Mr. Kevin Malone, potential donor, and Arash with Nevada Partnership for Homeless Youth re: phone funding program and monetary donation.
- Met with Dr. Joe Greer, Dean of Roseman Medical School re: dual-grant funding possibilities and no-cost "in-home" home medical services for library patrons.
- Met with Desert Dogs professional Lacrosse team to finalize sponsorship for Winter Reading Challenge.
- Met with State of Nevada DMV re: library license plate approval and next steps.
  - A portion of the funds of the license plates will benefit district programming.
- Met with Meyer Lansky, Jr. re: potential Tales and Cocktails fundraising event.
- Attended Boyd Gaming Wreath of Hope event.
  - Library Foundation awarded \$1,000.
- Met with Tony Gladney, MGM Resorts, re: Super Bowl collaboration
- Toured Windmill Library with Ms. Deborah Campbell with the Federal Reserve Bank of San Francisco re: library partnership and potential grant funding.
- Met with the Desert Research Institute (DRI) re: grant funding collaboration and STEM program support.

- Met with new Intermountain Healthcare leadership re: phone funding and further collaborations with the library.

**Pending Donations \$20,500**

- \$15,000 – SW Gas
- \$5,000 – Enterprise Bank and Trust
- \$500 – Legacy INT 2.0

**December Update – \$46,225.06**

- \$20,000 – Wells Fargo
- \$15,076.59 – November bookstore sales
- \$5,000 new individual donor to support pre-k programming
- \$2,500 from Boyd Gaming to support tutoring program
- \$1,648.47 received from new and recurring individual website click donations.
- \$1,000 from Boyd Gaming to support library programs
- \$1,000 new individual donor to support library programming

**Upcoming Meetings/Events**

1/12/23 - Anonymous donor meeting

1/13/23 – Tania Bardyn – Regional Medical Library – NNLM.GOV

1/20/23 – Dr. Joe Greer/Kelvin Watson – Roseman Medical School

1/20/23 – Governor Lombardo event

1/26/23 – Asian Chamber Lunch

1/27/23 – Sports Athlete Management

1/31/23 – Vegas Chamber – Executive Women’s Council meeting with Sandra Douglass-Morgan – Raiders President

3/22/22 – Women’s Summit Las Vegas – JoAnn Prevetti is a guest panelist to discuss grants and Philanthropy.

**Pending Meetings – January/February**

Sandra Douglass Morgan – Raiders

- Confirmed to meet after the season ends.



Bill Paredes – VP – Bank of Nevada

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.

Lunch with Peter Guzman – Latin Chamber president

Mr. Paul Tran, Summerlin resident and founder and CEO of Manscaped (a billion-dollar company)  
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## ITEM VI.A.2.d.

### MEMORANDUM

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

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

**DATE:** December 31, 2022

**SUBJECT:** Information Technology Report, January 2023

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 December.

#### 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 provided one in-person Sierra training class for Financial Services staff on system features and how to use the integrated library system (ILS) and iPad support training for branch staff to improve staff's ability to assist customers with this service.
- AS staff revised several staff documents, including several Circulating iPad procedures and the District's Borrowing Guidelines.
- ER staff provided one-on-one assistance to customers with setting up their devices to access the District's online resources and with creating accounts for our various online platforms.
- AS staff facilitated the quarterly Technology Advisory Committee meeting virtually to discuss and investigate District-wide technology issues and resolutions. IT department staff attended and provided updates on various technology projects.
- AS staff coordinated a virtual training for branch staff with representatives from Brainfuse on our JobNow and VetNow online resources to enhance staff's abilities to help job seekers and veterans with employment assistance.
- Branch Library Operations staff visited with the CBS department to gain a better understanding of the Collection Development and Acquisitions processes.
- ER staff attended the Library Operations Adult Services Taskforce virtual meeting and provided Kindle Fire training for branch staff.
- District-wide staff from several departments participated in vendor demonstrations of mobile apps and ILS solutions.

**POWERFUL PLACES**

- CBS staff added 1,921 titles with 7,751 new items to the collection and withdrew 5,161 items from the library catalog in November. The withdrawn items will either be resold or discarded. CBS staff also added 14,690 e-books and e-audiobooks and 5,123 new Hoopla music records in 36 different languages to the collection in November.
- CBS Staff hosted two visits with library materials vendors to discuss the District's upcoming purchasing plans and the Opening Day Collection for the new West Las Vegas Library.
- DC staff visited the Goodsprings and Sandy Valley libraries to assist staff with the assessment of their collections.
- DC staff continues to weed low-circulating items from the DC's collection to keep the collection relevant and make room for incoming materials.
- DC staff also provided fresh content to the Greater Clark County Branches to keep the collections relevant for customers.

**POWERFUL PARTNERSHIPS**

- ER staff supported K-12 students and adults who needed access to Online Resources for school by creating eCards, Treehouse, and IXL accounts and responded to 905 e-mails to the ASK account in November.
- AS staff prepared QuickStart library cards for outreach visits to local schools and other community partners.
- In November, Henderson District Public Library (HDPL) residents checked out 1,421 items from our OverDrive collection, while our customers checked out 394 items from the HDPL through the Reciprocal Lending Agreement.
- Boulder City and North Las Vegas residents accounted for 8.8% of the District's OverDrive e-media circulation, with the North Las Vegas Library District accounting for approximately 7.2% and the Boulder City Library District accounting for 1.6% in November.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 7.2% of our OverDrive circulation with 16,613 checkouts and 679 new IDC user accounts were created in November.
- CBS staff continues to order materials to support Axis 360 as more Clark County School District schools opt-in to the Community Share Program.
- CBS staff added 181 titles with 387 items to the collection for the North Las Vegas Library District and 163 unique items to the collection for the Boulder City Library District in November.
- ILL staff received 381 requests from our customers to borrow materials from other library systems and received 543 requests from other libraries to borrow our items and there were 45 new ILL users in November.
- IT department staff worked with Community Engagement, Development, and Library Operations to complete the distribution of 2,000 Chromebooks obtained through the FCC's Emergency Connectivity Fund and 1,700 donated iPads.
- ER staff attended a Math and Science Night outreach event at Judith Steele Elementary School to promote the District's online resources and emphasized the Free Homework Help resources to students, parents, and teachers.
- CBS staff added 52 Nevada State Park Passes to the collection. Each library branch will initially receive two passes in January. The passes can be checked out for seven days and are valid for entrance into any of Nevada's 27 State Parks from January 2023 to the end of December 2023.

- keep the collections relevant for customers.

### **POWERFUL PLATFORMS**

- IT department staff continues to work on the Microsoft 365 migration project with our consulting vendor. The IT department and several other staff were migrated from the District's on-premise e-mail system to the new cloud solution.
- IT department and ER staff continue to work on the implementation of the All Hands On Tech Project (formerly known as the technology petting zoo). A prototype with a mobile cart and several devices was assembled and is currently being evaluated.
- IT department staff continues to work on the implementation of the Memory Lab Project. The prototype was deployed to the Rainbow Library. Staff is working to develop the procedures and web pages for this new service.
- IT department staff continues to work on the New 3D Printing Model Project. Staff has developed the first of two prototypes and invited Library Operation staff to review and provide feedback as we prepare to deploy the equipment District-wide.
- AS staff worked with other IT division staff to coordinate an upgrade of the ILS to the latest version, troubleshoot and resolved outstanding issues, and modified system settings for efficient staff operations. Staff also adjusted loan rules for LVCCLD items to reduce renewal limits for most item types to 10 renewals.
- IT department staff worked with our vendor, Sorenson, to upgrade the video relay service hardware at the Clark County and Sunrise libraries. The video relay service is used by our deaf and hard-of-hearing customers to communicate remotely.
- AS staff processed the annual customer records purge from Sierra. The purge removes customer records that expired before July 1, 2020, with no outstanding charges or materials.
- The District restarted the Annual Computer Replacement Project after pausing the program during the COVID pandemic. This year's replacements will include the new Microsoft Office 2021 productivity suite with the new Windows 11 operating system. Several prototype systems were deployed as we test the configurations.

Of the \$3,102,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY23, \$1,331,084.29 was expended:

- ILS Cloud Backup Implementation- \$24,375.05
- Replacement end-of-life wireless controller – \$14,769.46
- Miscellaneous replacement laptops - \$33,796.03
- 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
- Equipment for 3D Printing Project - \$24,151.26
- Replacement for end-of-life branch servers - \$153,118.56
- Equipment for Memory Lab Project - \$8,366.91
- Replacement end-of-life security gates - \$79,122.72

## ITEM VI.A.3.a.



### MEMORANDUM

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

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

**DATE:** December 31, 2022

**SUBJECT:** Financial Services Report, January 2023

This report summarizes the Financial Services Department's activities and accomplishments in the month of December 1 – December 31, 2022.

#### **Administration**

- Updated the District's cash flow analysis
- Published and submitted the Fiscal Year 2022 Annual Comprehensive Financial Report (ACFR) to the State of Nevada, Clark County, Department of Education, and other entities as required
- Submitted the Fiscal Year 2022 ACFR to the Government Finance Officers Association (GFOA) for consideration of the Certificate of Achievement in Financial Reporting award
- Staff attended the Community Engagement/Library Operations Joint Budget Meeting
- Staff attended Sierra training
- Advertised Facilities Bid No. 23-04, Chiller Replacement – Enterprise Library, and RFP 23-08, Lighting Equipment
- **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 (\$3.9M for the month of December)
- Performed cash flow analysis
- Performed all payroll related duties, including PERS report
- Performed all accounts payable duties
- Performed all accounts receivable duties, including collections for overdue accounts
- Prepared year-to-date detail transaction reports for each location/department

Financial Services Report  
Page 2

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





## MEMORANDUM

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

From: Floresto Cabias, Chief Financial Officer

Date: January 3, 2023

Subject: Trustee Question Regarding Administration - Library Operations

At the December 8, 2022 Board of Trustees meeting, Trustees asked for an explanation of the variance between The FY 2023 total salaries **budget** for the Administration - Library Operations Department ("LOA") of \$993K, compared to an amount less than **\$500K**. The difference is due to personnel cost savings resulting from vacant positions held throughout the last two fiscal years.

The FY 2022 salaries **budget** for LOA was \$1.0M, slightly higher than the FY 2023 **budget** of \$993K. Although the budgets between the two fiscal years have been consistent, the **actual** amounts spent have been lower (in FY 2022 \$755K and in FY 2023 \$428K year-to-date, as of December 2022). These savings compared to the budget are due to vacant positions held throughout the pandemic.

The District offered a Voluntary Employee Separation Program ("VESP") in 2020, which was meant to realize personnel cost savings during a challenging economic period. Once the cost of the VESP was recovered through vacant position savings, the District continued to maintain these vacancies until operations required the need to fill various positions to maintain services. This budget approach has continued over the last two fiscal years, with vacant positions filled on a staggered basis as the District began reopening more fully. Additionally, the District reorganized many departments based on the Playbook 2026 to gain efficiencies while better serving the community. ***See the January 2023 Library Operations Administration board reports for further details.***

The **\$500K** amount discussed above, appears to be referring to the actual amounts spent, either in FY 2022 or FY 2023. As discussed, the budget realized savings in FY 2022 because of vacant positions, and staff also expects salaries expenditure savings in FY 2023 for the same reason.

Staff will be available to answer questions.



## MEMORANDUM

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

From: Floresto Cabias, Chief Financial Officer

Date: January 3, 2023

Subject: December 2022 Budget Status Report

Enclosed are the budget status reports for December 2022. General fund revenues show 44% of budgeted revenues collected.

### **Property Tax Revenues**

As of December 16, 2022, the District collected \$31.9M in property taxes, which is on pace to meet budget expectations. Property taxes are assessed on a fiscal year basis beginning on July 1.

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

The CTX shows 25% collected so far this fiscal year. The State of Nevada distributes CTX collections two months after the month of collection.

The most recent CTX received by the District on December 30, 2022, represents CTX from the month of October 2022. The \$2.5M collected is 8% higher than the amount collected for the same month last fiscal year. In FY 2022, monthly CTX collections exceeded the amount collected for the same period in FY 2021. Higher CTX collections can be attributed to an economic reopening from pandemic restrictions, improved employment, and pent-up demand, among other factors, which caused a surge in consumer spending during FY 2022. In FY 2023 so far, monthly CTX increases have been jagged, but are averaging 6.4%.

The CTX trend is unclear as the District continues to face economic headwinds that may adversely affect revenue collections going forward (e.g., inflation, housing interest rates, recession fears). However, a pivot in these same economic factors has significant upside potential. See the charts below showing historical CTX trends.

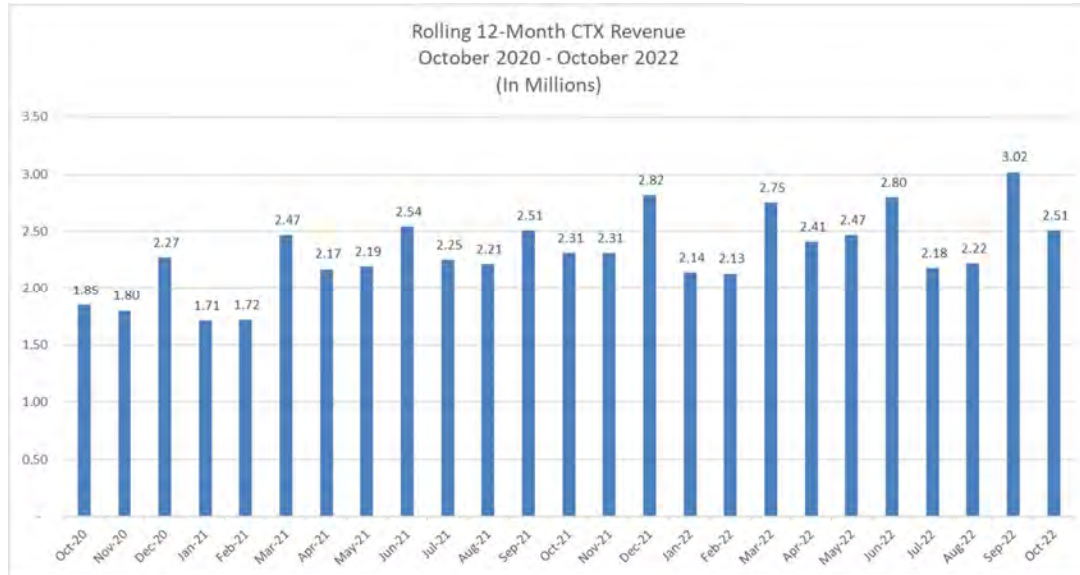
### **Expenditures**

The General Fund has spent 42% 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 2023 vs. FY 2022			
	FY22	FY23	% Change Over FY22
July	2,250,871.66	2,179,847.95	-3.16%
August	2,214,553.97	2,215,102.72	0.02%
September	2,511,203.79	3,019,768.40	20.25%
October	2,309,983.57	2,505,890.22	8.48%
November	2,309,864.50		
December	2,823,734.48		
January	2,140,260.80		
February	2,133,460.55		
March	2,752,024.85		
April	2,413,904.93		
May	2,465,382.42		
June	2,784,189.02		
<b>TOTAL</b>	<b>29,109,434.54</b>	<b>9,920,609.29</b>	

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

**General Fund - 100**

From 07/01/2022 Through 12/16/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Tax Revenue	31,869,073.50	59,198,000.00	27,328,926.50	46.17%
Intergovernmental Revenue	7,535,167.55	30,247,000.00	22,711,832.45	75.09%
Charges for Services	24,154.35	32,500.00	8,345.65	25.68%
Fines & Forfeits	420,848.07	500,000.00	79,151.93	15.83%
Miscellaneous	254,338.36	1,080,500.00	826,161.64	76.46%
<b>Total Revenues</b>	<b>40,103,581.83</b>	<b>91,058,000.00</b>	<b>50,954,418.17</b>	<b>55.96%</b>
<b>Expenditures</b>				
Salaries	13,140,355.87	33,581,019.00	20,440,663.13	60.87%
Benefits	5,745,767.83	14,062,191.00	8,316,423.17	59.14%
Supplies & Services	7,513,764.88	17,199,234.00	9,685,469.12	56.31%
Capital Outlay	5,531,181.38	11,353,000.00	5,821,818.62	51.28%
<b>Total Expenditures</b>	<b>31,931,069.96</b>	<b>76,195,444.00</b>	<b>44,264,374.04</b>	<b>58.09%</b>
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>8,172,511.87</b>	<b>14,862,556.00</b>	<b>6,690,044.13</b>	<b>-2.14%</b>

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

**General Fund - 100****From 07/01/2022 Through 12/16/2022**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	264,184.59	980,298.00	716,113.41	73.05%
120	Administration - Library Operations	651,302.80	1,682,263.00	1,030,960.20	61.28%
200	Financial Services	838,411.13	2,037,364.00	1,198,952.87	58.85%
215	Community Outreach	202,663.59	721,577.00	518,913.41	71.91%
216	Youth Services	198,267.95	414,524.00	216,256.05	52.17%
217	Adult Services	87,304.91	288,233.00	200,928.09	69.71%
220	Development Office	293,847.26	711,964.00	418,116.74	58.73%
240	General Services/Facilities	4,870,060.84	11,209,262.00	6,339,201.16	56.55%
250	Human Resources	1,074,631.56	2,724,857.00	1,650,225.44	60.56%
251	HR-Work Insurance	418,629.34	1,501,744.00	1,083,114.66	72.12%
260	Information Technology	2,411,387.43	4,460,681.00	2,049,293.57	45.94%
270	Literacy Services	164,211.51	354,409.00	190,197.49	53.67%
280	Branding and Marketing	1,064,557.44	2,368,611.00	1,304,053.56	55.06%
290	Access Services	522,445.38	1,148,489.00	626,043.62	54.51%
310	Collection and Bibliographic Services	6,532,620.31	13,651,294.00	7,118,673.69	52.15%
320	Gallery Services	82,030.38	198,071.00	116,040.62	58.59%
330	Programming and Venues Services	1,374,400.03	3,177,283.00	1,802,882.97	56.74%
340	Community Engagement	155,418.27	528,153.00	372,734.73	70.57%
400	Library Operations	10,724,695.24	28,036,367.00	17,311,671.76	61.75%
Total		31,931,069.96	76,195,444.00	44,264,374.04	58.09%

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

**General Fund - 100**  
**Library Operations - Dept 400**  
**From 07/01/2022 Through 12/16/2022**

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	32,441.22	126,566.00	94,124.78	74.37%
110	Bunkerville	37,500.75	117,771.00	80,270.25	68.16%
120	Clark County Library	1,117,215.87	2,894,468.00	1,777,252.13	61.40%
130	Enterprise Library	554,363.43	1,478,025.00	923,661.57	62.49%
140	Goodsprings	24,684.13	110,543.00	85,858.87	77.67%
160	Indian Springs	55,878.97	140,406.00	84,527.03	60.20%
180	Laughlin	297,161.90	719,156.00	421,994.10	58.68%
190	Mesquite	405,808.30	1,114,029.00	708,220.70	63.57%
200	Moapa Town	36,353.51	115,375.00	79,021.49	68.49%
210	Moapa Valley	130,378.46	341,565.00	211,186.54	61.83%
220	Mount Charleston	34,766.63	115,869.00	81,102.37	69.99%
230	Rainbow Library	720,749.80	1,937,089.00	1,216,339.20	62.79%
240	Sahara West Library	1,049,568.21	2,640,170.00	1,590,601.79	60.25%
250	Sandy Valley	49,191.52	143,724.00	94,532.48	65.77%
260	Searchlight	21,764.05	112,958.00	91,193.95	80.73%
270	Spring Valley Library	666,879.39	1,775,215.00	1,108,335.61	62.43%
280	Summerlin Library	596,330.91	1,442,136.00	845,805.09	58.65%
290	Sunrise Library	597,495.51	1,572,937.00	975,441.49	62.01%
300	West Charleston Library	688,938.25	1,745,209.00	1,056,270.75	60.52%
310	West Las Vegas Library	575,952.06	1,745,390.00	1,169,437.94	67.00%
320	Whitney Library	677,313.65	1,616,672.00	939,358.35	58.10%
360	Meadows Library	22,903.89	118,975.00	96,071.11	80.75%
370	Centennial Hills	694,154.20	1,918,481.00	1,224,326.80	63.82%
380	Windmill Library	765,931.15	1,882,684.00	1,116,752.85	59.32%
390	East Las Vegas Library	842,490.70	2,061,025.00	1,218,534.30	59.12%
605	City Misdemeanant	28,326.80	49,929.00	21,602.20	43.27%
Total		10,724,695.24	28,036,367.00	17,311,671.76	61.75%



Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

**General Fund - 100**  
**From 07/01/2022 Through 12/16/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	10,554,439.27	26,217,551.00	15,663,111.73	59.74%
51200 Salaries - Part Time	2,066,443.41	5,998,376.00	3,931,932.59	65.55%
51300 Overtime Pay	13,310.61	55,000.00	41,689.39	75.80%
51400 Call Back Pay	4,770.97	6,543.00	1,772.03	27.08%
51500 Standby Pay	25,566.92	76,464.00	50,897.08	66.56%
51600 Longevity Pay	101,498.87	277,085.00	175,586.13	63.37%
51700 Separation Pay	249,775.47	450,000.00	200,224.53	44.49%
51800 Leave Buyout	124,550.35	500,000.00	375,449.65	75.09%
55100 Employees Retirement	3,309,676.59	7,930,547.00	4,620,870.41	58.27%
55200 Group Insurance	2,012,936.97	4,970,920.00	2,957,983.03	59.51%
55300 Workers' Comp. Payments	119,087.89	271,544.00	152,456.11	56.14%
55400 Medicare Coverage Expense	304,066.38	814,180.00	510,113.62	62.65%
55500 Unemployment Insurance	-	75,000.00	75,000.00	100.00%
61100 Office Supplies	159,760.89	531,180.00	371,419.11	69.92%
61110 Operating Supplies	212,142.03	603,265.00	391,122.97	64.83%
61120 Software & User Licenses	424,247.38	429,384.00	5,136.62	1.20%
61130 Software Maintenance	854,549.57	1,095,900.00	241,350.43	22.02%
61200 Book Materials & Supplies	32,473.72	120,409.00	87,935.28	73.03%
61205 Interlibrary Loan	346.31	4,500.00	4,153.69	92.30%
61210 Small Equipment	102,162.10	384,250.00	282,087.90	73.41%
61400 Equipment Repair & Maint.	584,524.20	742,856.00	158,331.80	21.31%
61410 Contracted Services	2,402,137.21	6,686,841.00	4,284,703.79	64.08%
61420 Building Repair & Maint.	83,319.46	238,200.00	154,880.54	65.02%
61500 Rental Expenses	26,795.97	54,604.00	27,808.03	50.93%
61600 Telephone	331,916.25	690,000.00	358,083.75	51.90%
61700 Utilities	931,231.40	1,935,910.00	1,004,678.60	51.90%
61800 Insurance & Bonds	384,902.98	399,678.00	14,775.02	3.70%
61900 Professional Services	383,402.66	829,250.00	445,847.34	53.77%
61910 Legal Services	80,883.32	364,500.00	283,616.68	77.81%
62200 Collection Agencies	10,590.75	130,000.00	119,409.25	91.85%
62300 Board Compensation	1,880.00	9,600.00	7,720.00	80.42%
62500 Postage	2,665.81	271,500.00	268,834.19	99.02%
62510 Advertising	73,809.44	216,700.00	142,890.56	65.94%
62600 Community Events	3,806.82	37,250.00	33,443.18	89.78%
62620 Recruitment	1,586.00	625.00	(961.00)	-153.76%
62700 Education & Training	26,052.83	306,285.00	280,232.17	91.49%
62800 Travel & Transportation	54,309.03	293,250.00	238,940.97	81.48%
62900 Printing & Reproduction	64,607.15	233,250.00	168,642.85	72.30%
63000 Dues & Subscriptions	25,045.00	41,210.00	16,165.00	39.23%
65000 Miscellaneous Expenses	17,450.89	36,600.00	19,149.11	52.32%
65100 Bank Charges	25,688.71	50,000.00	24,311.29	48.62%
67000 Rental Expenses to QALICBs	211,477.00	432,237.00	220,760.00	51.07%
81700 Library Books	5,531,181.38	11,353,000.00	5,821,818.62	51.28%
<b>Total</b>	<b>31,931,069.96</b>	<b>76,195,444.00</b>	<b>44,264,374.04</b>	<b>58.09%</b>

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

**Grant Fund - 220**

From 07/01/2022 Through 12/16/2022

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Intergovernmental Revenue	519,867.23	6,000,000.00	5,480,132.77	91.34%
Miscellaneous	30,452.08	-	(30,452.08)	
<b>Total Revenues</b>	<b>550,319.31</b>	<b>6,000,000.00</b>	<b>5,449,680.69</b>	<b>90.83%</b>
<b>Expenditures</b>				
Salaries	293,510.86	693,139.10	399,628.24	57.65%
Benefits	83,732.19	210,000.00	126,267.81	60.13%
Supplies & Services	43,410.25	2,046,860.90	2,003,450.65	97.88%
Capital Outlay	234,000.00	3,050,000.00	2,816,000.00	92.33%
<b>Total Expenditures</b>	<b>654,653.30</b>	<b>6,000,000.00</b>	<b>5,345,346.70</b>	<b>89.09%</b>
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>(104,333.99)</b>	<b>-</b>	<b>104,333.99</b>	<b>1.74%</b>

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

**Grant Fund - 220**  
**From 07/01/2022 Through 12/16/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	145,583.90	412,123.10	266,539.20	64.67%
51200 Salaries - Part Time	147,298.09	281,016.00	133,717.91	47.58%
51300 Overtime Pay	15.29	-	(15.29)	
51600 Longevity Pay	613.58	-	(613.58)	
55100 Employees Retirement	42,348.99	146,367.54	104,018.55	71.07%
55200 Group Insurance	27,983.07	54,032.91	26,049.84	48.21%
55400 Medicare Coverage Expense	13,400.13	9,599.55	(3,800.58)	-39.59%
61100 Office Supplies	3,144.94	4,511.83	1,366.89	30.30%
61110 Operating Supplies	610.83	120,000.00	119,389.17	99.49%
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%
62700 Education & Training	2,404.55	-	(2,404.55)	
62800 Travel & Transportation	7,464.97	51,000.00	43,535.03	85.36%
63000 Dues & Subscriptions	-	75,000.00	75,000.00	100.00%
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	234,000.00	450,000.00	216,000.00	48.00%
<b>Total</b>	<b>654,653.30</b>	<b>6,000,000.00</b>	<b>5,345,346.70</b>	<b>89.09%</b>

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

**Gift Fund - 230**

**From 07/01/2022 Through 12/16/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	118,355.79	2,000,000.00	1,881,644.21	94.08%
<b>Total Revenues</b>	118,355.79	2,000,000.00	1,881,644.21	94.08%
<b>Expenditures</b>				
Salaries	-	100,000.00	100,000.00	100.00%
Supplies & Services	58,804.64	900,000.00	841,195.36	93.47%
Capital Outlay	-	1,000,000.00	1,000,000.00	100.00%
<b>Total Expenditures</b>	58,804.64	2,000,000.00	1,941,195.36	97.06%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	59,551.15	-	(59,551.15)	-2.98%

Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

**Gift Fund - 230**

**From 07/01/2022 Through 12/16/2022**

	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	12,457.09	20,000.00	7,542.91	37.71%
61210 Small Equipment	23,445.00	20,000.00	(3,445.00)	-17.23%
61410 Contracted Services	3,801.73	290,000.00	286,198.27	98.69%
61500 Rental Expenses	-	315,000.00	315,000.00	100.00%
61900 Professional Services	5,070.00	200,000.00	194,930.00	97.47%
62600 Community Events	4,839.42	10,000.00	5,160.58	51.61%
62900 Printing & Reproduction	-	10,000.00	10,000.00	100.00%
63000 Dues & Subscriptions	498.00	-	(498.00)	
65000 Miscellaneous Expenses	8,693.40	15,000.00	6,306.60	42.04%
81600 Capital Equipment - Major	-	1,000,000.00	1,000,000.00	100.00%
<b>Total</b>	<b>58,804.64</b>	<b>2,000,000.00</b>	<b>1,941,195.36</b>	<b>97.06%</b>

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

**Capital Projects Fund - 510  
From 07/01/2022 Through 12/16/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	3,052,467.96	150,000.00	(2,902,467.96)	-1934.98%
<b>Total Revenues</b>	<u>3,052,467.96</u>	<u>150,000.00</u>	<u>(2,902,467.96)</u>	<u>-1934.98%</u>
<b>Expenditures</b>				
Supplies & Services	1,143,361.57	6,481,674.00	5,338,312.43	82.36%
Capital Outlay	661,530.44	5,210,547.00	4,549,016.56	87.30%
<b>Total Expenditures</b>	<u>1,804,892.01</u>	<u>11,692,221.00</u>	<u>9,887,328.99</u>	<u>84.56%</u>
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<u>1,247,575.95</u>	<u>(11,542,221.00)</u>	<u>(12,789,796.95)</u>	<u>-2019.54%</u>

Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

**Capital Projects Fund - 510**  
**From 07/01/2022 Through 12/16/2022**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61100 Office Supplies	1,186.48	-	(1,186.48)	
61110 Operating Supplies	23,677.07	800,000.00	776,322.93	97.04%
61120 Software & User Licenses	97,385.56	300,000.00	202,614.44	67.54%
61130 Software Maintenance	86,274.75	240,000.00	153,725.25	64.05%
61210 Small Equipment	607,686.79	1,200,000.00	592,313.21	49.36%
61400 Equipment Repair & Maint.	19,650.00	700,000.00	680,350.00	97.19%
61410 Contracted Services	18,640.00	200,000.00	181,360.00	90.68%
61420 Building Repair & Maint.	79,070.96	1,100,000.00	1,020,929.04	92.81%
61800 Insurance & Bonds	1,211.00	141,674.00	140,463.00	99.15%
61900 Professional Services	144,772.96	1,500,000.00	1,355,227.04	90.35%
61910 Legal Services	43,701.00	60,000.00	16,299.00	27.17%
65000 Miscellaneous Expenses	2,150.00	200,000.00	197,850.00	98.93%
65100 Bank Charges	17,955.00	40,000.00	22,045.00	55.11%
81500 Capital Improvements	23,775.25	1,210,547.00	1,186,771.75	98.04%
81600 Capital Equipment - Major	637,755.19	4,000,000.00	3,362,244.81	84.06%
<b>Total</b>	<b>1,804,892.01</b>	<b>11,692,221.00</b>	<b>9,887,328.99</b>	<b>84.56%</b>



Las Vegas-Clark County Library District

Project 2050 - Furniture Replacement  
From 07/01/2022 through 12/16/2022

510  
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	4,682.99	75,000.00	70,317.01	94%
Total Expenditures		4,682.99	75,000.00	70,317.01	94%

Las Vegas-Clark County Library District

**Project 2200 - Financial Services Projects**  
**From 07/01/2022 through 12/16/2022**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	9,221.21	185,000.00	175,778.79	95%
61800	Insurance & Bonds	1,211.00	-	(1,211.00)	0%
61900	Professional Services	1,900.00	-	(1,900.00)	0%
65100	Bank Charges	17,955.00	40,000.00	22,045.00	55%
81600	Capital Equipment - Major	12,516.93	80,000.00	67,483.07	84%
<b>Total Expenditures</b>		<b>42,804.14</b>	<b>305,000.00</b>	<b>262,195.86</b>	<b>86%</b>

## Las Vegas-Clark County Library District

**Project 4010 - Tech Replacements & Upgrades**  
**From 07/01/2022 through 12/16/2022**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	21,046.33	162,000.00	140,953.67	87%
61120	Software & User Licenses	97,384.90	300,000.00	202,615.10	68%
61130	Software Maintenance	5,906.25	300,000.00	294,093.75	98%
61210	Small Equipment	579,582.31	900,000.00	320,417.69	36%
61400	Equipment Repair & Maint.	-	600,000.00	600,000.00	100%
61410	Contracted Services	13,500.00	500,000.00	486,500.00	97%
81600	Capital Equipment - Major	465,564.75	340,000.00	(125,564.75)	-37%
<b>Total Expenditures</b>		<b>1,182,984.54</b>	<b>3,102,000.00</b>	<b>1,919,015.46</b>	<b>62%</b>

## Las Vegas-Clark County Library District

**Project 5010 - Bldg Repair & Maintenance**  
**From 07/01/2022 through 12/16/2022**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	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	80,368.50	100,000.00	19,631.50	20%
61210	Small Equipment	14,200.28	300,000.00	285,799.72	95%
61400	Equipment Repair & Maint.	19,650.00	200,000.00	180,350.00	90%
61410	Contracted Services	5,140.00	100,000.00	94,860.00	95%
61420	Building Repair & Maint.	70,011.96	800,000.00	729,988.04	91%
61900	Professional Services	15,075.30	900,000.00	884,924.70	98%
81500	Capital Improvements	-	540,547.00	540,547.00	100%
81600	Capital Equipment - Major	20,368.00	100,000.00	79,632.00	80%
<b>Total Expenditures</b>		<b>228,631.92</b>	<b>3,175,221.00</b>	<b>2,946,589.08</b>	<b>93%</b>

## Las Vegas-Clark County Library District

**Project 5015 - Construction Projects**  
**From 07/01/2022 through 12/16/2022**

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

	<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Revenues</b>				
45200 Interest Earnings	(163,910.04)	150,000.00	313,910.04	209%
45750 Sale of Fixed Assets	3,216,378.00	-	(3,216,378.00)	0%
<b>Total Revenues</b>	<b>3,052,467.96</b>	<b>-</b>	<b>(3,216,378.00)</b>	<b>0%</b>
<b>Expenditures</b>				
61420 Building Repair & Maint.	9,059.00	-	(9,059.00)	0%
61900 Professional Services	127,797.66	-	(127,797.66)	0%
61910 Legal Services	43,701.00	-	(43,701.00)	0%
65000 Miscellaneous Expenses	2,150.00	-	(2,150.00)	0%
81500 Capital Improvements	-	4,000,000.00	4,000,000.00	100%
<b>Total Expenditures</b>	<b>182,707.66</b>	<b>4,000,000.00</b>	<b>3,817,292.34</b>	<b>95%</b>

Las Vegas-Clark County Library District

**Project 5020 - PVS Projects**  
**From 07/01/2022 through 12/16/2022**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	-	385,000.00	385,000.00	100%
81500	Capital Improvements	23,775.25	100,000.00	76,224.75	76%
81600	Capital Equipment - Major	139,305.51	400,000.00	260,694.49	65%
<b>Total Expenditures</b>		<b>163,080.76</b>	<b>885,000.00</b>	<b>721,919.24</b>	<b>82%</b>

Las Vegas-Clark County Library District

Project 9010 - Vehicle Purchase and Replacement  
From 07/01/2022 through 12/16/2022

510  
Capital Projects Fund

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



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

**Debt Service Fund - 610  
From 07/01/2022 Through 12/16/2022**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Tax Revenue	8.04	-	(8.04)	
Miscellaneous	10.49	10,000.00	9,989.51	99.90%
<b>Total Revenues</b>	18.53	10,000.00	9,981.47	99.81%
<b>Expenditures</b>				
Supplies & Services	-	10,000.00	10,000.00	100.00%
<b>Total Expenditures</b>	-	10,000.00	10,000.00	100.00%
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	18.53	-	(18.53)	-0.19%

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

Debt Service Fund - 610  
From 07/01/2022 Through 12/16/2022

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

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

**General Fund - 100****Administration - Executive - 110**

From 07/01/2022 through 12/16/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	135,593.87	501,310.00	365,716.13
<b>Total Salaries</b>		<b>135,593.87</b>	<b>501,310.00</b>	<b>365,716.13</b>
<b>Benefits</b>				
55100	Employees Retirement	39,553.12	135,306.00	95,752.88
55200	Group Insurance	12,116.83	40,643.00	28,526.17
55400	Medicare Coverage Expense	1,950.89	6,689.00	4,738.11
<b>Total Benefits</b>		<b>53,620.84</b>	<b>182,638.00</b>	<b>129,017.16</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	1,047.62	3,500.00	2,452.38
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	875.00	75,000.00	74,125.00
61910	Legal Services	42,559.48	75,000.00	32,440.52
62300	Board Compensation	1,880.00	9,600.00	7,720.00
62600	Community Events	491.43	14,000.00	13,508.57
62700	Education & Training	2,136.00	5,000.00	2,864.00
62800	Travel & Transportation***	9,292.60	25,000.00	15,707.40
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	16,100.00	26,000.00	9,900.00
65000	Miscellaneous Expenses	587.75	6,000.00	5,412.25
<b>Total Supplies &amp; Services</b>		<b>74,969.88</b>	<b>296,350.00</b>	<b>221,380.12</b>
<b>Total Administration - Executive-110</b>		<b>264,184.59</b>	<b>980,298.00</b>	<b>716,113.41</b>

\*\*\*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 07/01/2022 through 12/16/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	388,663.49	897,822.00	509,158.51
51200	Salaries - Part Time	36,557.47	87,677.00	51,119.53
51600	Longevity Pay	2,890.24	6,877.00	3,986.76
	<b>Total Salaries</b>	<b>428,111.20</b>	<b>992,376.00</b>	<b>564,264.80</b>
<b>Benefits</b>				
55100	Employees Retirement	126,407.27	293,186.00	166,778.73
55200	Group Insurance	50,266.32	96,412.00	46,145.68
55400	Medicare Coverage Expense	7,053.85	14,389.00	7,335.15
	<b>Total Benefits</b>	<b>183,727.44</b>	<b>403,987.00</b>	<b>220,259.56</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	253.44	-	(253.44)
61110	Operating Supplies	3,631.60	25,000.00	21,368.40
61120	Software & User Licenses	276.00	15,000.00	14,724.00
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	21,392.72	154,000.00	132,607.28
61410	Contracted Services	3,550.00	47,900.00	44,350.00
61500	Rental Expenses	-	2,500.00	2,500.00
62700	Education & Training	826.97	5,000.00	4,173.03
62800	Travel & Transportation	9,533.43	30,000.00	20,466.57
63000	Dues & Subscriptions	-	1,500.00	1,500.00
	<b>Total Supplies &amp; Services</b>	<b>39,464.16</b>	<b>285,900.00</b>	<b>246,435.84</b>
	<b>Total Administration - Library Operations-120</b>	<b>651,302.80</b>	<b>1,682,263.00</b>	<b>1,030,960.20</b>

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

**General Fund - 100****Financial Services - 200****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	223,962.56	619,816.00	395,853.44
51300	Overtime Pay	536.35	-	(536.35)
51600	Longevity Pay	800.03	1,900.00	1,099.97
<b>Total Salaries</b>		<b>225,298.94</b>	<b>621,716.00</b>	<b>396,417.06</b>
<b>Benefits</b>				
55100	Employees Retirement	66,935.04	184,395.00	117,459.96
55200	Group Insurance	27,939.82	62,771.00	34,831.18
55400	Medicare Coverage Expense	3,487.20	9,015.00	5,527.80
<b>Total Benefits</b>		<b>98,362.06</b>	<b>256,181.00</b>	<b>157,818.94</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	1,642.04	6,000.00	4,357.96
61120	Software & User Licenses	1,907.40	-	(1,907.40)
61130	Software Maintenance	30,779.00	50,000.00	19,221.00
61400	Equipment Repair & Maint.	37,514.90	76,030.00	38,515.10
61410	Contracted Services	72,493.21	225,000.00	152,506.79
61900	Professional Services	106,123.85	80,000.00	(26,123.85)
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	10,590.75	130,000.00	119,409.25
62500	Postage	2,665.81	70,000.00	67,334.19
62510	Advertising	4,634.52	16,700.00	12,065.48
62700	Education & Training	239.73	3,000.00	2,760.27
62800	Travel & Transportation	23.13	2,000.00	1,976.87
63000	Dues & Subscriptions	985.00	6,000.00	5,015.00
65000	Miscellaneous Expenses	7,985.08	10,000.00	2,014.92
65100	Bank Charges	25,688.71	50,000.00	24,311.29
67000	Rental Expenses to QALICBs	211,477.00	432,237.00	220,760.00
<b>Total Supplies &amp; Services</b>		<b>514,750.13</b>	<b>1,159,467.00</b>	<b>644,716.87</b>
<b>Total Financial Services-200</b>		<b>838,411.13</b>	<b>2,037,364.00</b>	<b>1,198,952.87</b>

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

**General Fund - 100****Community Outreach - 215****From 07/01/2022 through 12/16/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	124,546.57	424,733.00	300,186.43
51200	Salaries - Part Time	-	22,995.00	22,995.00
51300	Overtime Pay	25.00	-	(25.00)
51600	Longevity Pay	2,152.77	5,107.00	2,954.23
<b>Total Salaries</b>		<b>126,724.34</b>	<b>452,835.00</b>	<b>326,110.66</b>
<b>Benefits</b>				
55100	Employees Retirement	40,789.96	126,358.00	85,568.04
55200	Group Insurance	31,134.71	97,392.00	66,257.29
55400	Medicare Coverage Expense	2,013.58	7,992.00	5,978.42
<b>Total Benefits</b>		<b>73,938.25</b>	<b>231,742.00</b>	<b>157,803.75</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	70.44	-	(70.44)
61110	Operating Supplies	735.56	17,000.00	16,264.44
61120	Software & User Licenses	-	1,500.00	1,500.00
62600	Community Events	(161.00)	1,000.00	1,161.00
62700	Education & Training	50.00	2,000.00	1,950.00
62800	Travel & Transportation	1,182.40	5,000.00	3,817.60
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	-	500.00	500.00
65000	Miscellaneous Expenses	123.60	-	(123.60)
<b>Total Supplies &amp; Services</b>		<b>2,001.00</b>	<b>37,000.00</b>	<b>34,999.00</b>
<b>Total Community Outreach-215</b>		<b>202,663.59</b>	<b>721,577.00</b>	<b>518,913.41</b>

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

**General Fund - 100****Youth Services - 216****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	69,572.19	153,480.00	83,907.81
51600	Longevity Pay	816.37	1,939.00	1,122.63
<b>Total Salaries</b>		<b>70,388.56</b>	<b>155,419.00</b>	<b>85,030.44</b>
<b>Benefits</b>				
55100	Employees Retirement	21,517.85	45,660.00	24,142.15
55200	Group Insurance	6,810.88	14,791.00	7,980.12
55400	Medicare Coverage Expense	1,023.86	2,254.00	1,230.14
<b>Total Benefits</b>		<b>29,352.59</b>	<b>62,705.00</b>	<b>33,352.41</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	89.06	-	(89.06)
61110	Operating Supplies	18,470.61	57,450.00	38,979.39
61120	Software & User Licenses	4,119.88	6,000.00	1,880.12
61210	Small Equipment	6,374.33	15,750.00	9,375.67
61410	Contracted Services	68,719.00	113,700.00	44,981.00
62700	Education & Training	50.00	1,000.00	950.00
62800	Travel & Transportation	703.92	2,500.00	1,796.08
<b>Total Supplies &amp; Services</b>		<b>98,526.80</b>	<b>196,400.00</b>	<b>97,873.20</b>
<b>Total Youth Services-216</b>		<b>198,267.95</b>	<b>414,524.00</b>	<b>216,256.05</b>



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

**General Fund - 100****Adult Services - 217****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	33,754.00	93,445.00	59,691.00
51600	Longevity Pay	2,369.73	-	(2,369.73)
<b>Total Salaries</b>		<b>36,123.73</b>	<b>93,445.00</b>	<b>57,321.27</b>
<b>Benefits</b>				
55100	Employees Retirement	10,746.80	27,800.00	17,053.20
55200	Group Insurance	3,086.70	7,133.00	4,046.30
55400	Medicare Coverage Expense	525.22	1,355.00	829.78
<b>Total Benefits</b>		<b>14,358.72</b>	<b>36,288.00</b>	<b>21,929.28</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	397.27	-	(397.27)
61110	Operating Supplies	815.81	40,000.00	39,184.19
61210	Small Equipment	-	15,000.00	15,000.00
61410	Contracted Services	35,360.00	100,000.00	64,640.00
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	249.38	2,500.00	2,250.62
<b>Total Supplies &amp; Services</b>		<b>36,822.46</b>	<b>158,500.00</b>	<b>121,677.54</b>
<b>Total Adult Services-217</b>		<b>87,304.91</b>	<b>288,233.00</b>	<b>200,928.09</b>

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

**General Fund - 100****Development Office - 220****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	172,886.62	391,029.00	218,142.38
51600	Longevity Pay	1,111.92	2,649.00	1,537.08
<b>Total Salaries</b>		<b>173,998.54</b>	<b>393,678.00</b>	<b>219,679.46</b>
<b>Benefits</b>				
55100	Employees Retirement	52,391.62	116,331.00	63,939.38
55200	Group Insurance	29,581.13	63,747.00	34,165.87
55400	Medicare Coverage Expense	2,524.25	5,708.00	3,183.75
<b>Total Benefits</b>		<b>84,497.00</b>	<b>185,786.00</b>	<b>101,289.00</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	623.36	-	(623.36)
61110	Operating Supplies	897.87	2,500.00	1,602.13
61410	Contracted Services	-	40,500.00	40,500.00
61900	Professional Services	21,255.00	50,000.00	28,745.00
61910	Legal Services	-	2,000.00	2,000.00
62500	Postage	-	1,500.00	1,500.00
62600	Community Events	3,294.16	5,000.00	1,705.84
62800	Travel & Transportation	5,400.00	30,000.00	24,600.00
63000	Dues & Subscriptions	3,131.33	1,000.00	(2,131.33)
65000	Miscellaneous Expenses	750.00	-	(750.00)
<b>Total Supplies &amp; Services</b>		<b>35,351.72</b>	<b>132,500.00</b>	<b>97,148.28</b>
<b>Total Development and Planning-220</b>		<b>293,847.26</b>	<b>711,964.00</b>	<b>418,116.74</b>

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

**General Fund - 100****General Services/Facilities - 240****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	758,712.55	1,756,120.00	997,407.45
51200	Salaries - Part Time	27,485.19	76,660.00	49,174.81
51300	Overtime Pay	2,416.19	5,000.00	2,583.81
51400	Call Back Pay	4,770.97	6,543.00	1,772.03
51500	Standby Pay	25,566.92	76,464.00	50,897.08
51600	Longevity Pay	1,460.93	6,371.00	4,910.07
<b>Total Salaries</b>		<b>820,412.75</b>	<b>1,927,158.00</b>	<b>1,106,745.25</b>
<b>Benefits</b>				
55100	Employees Retirement	235,722.76	525,168.00	289,445.24
55200	Group Insurance	182,704.56	417,450.00	234,745.44
55300	Workers' Comp. Payments***	23,330.70	-	(23,330.70)
55400	Medicare Coverage Expense	13,828.84	32,624.00	18,795.16
<b>Total Benefits</b>		<b>455,586.86</b>	<b>975,242.00</b>	<b>519,655.14</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	5,594.21	12,000.00	6,405.79
61110	Operating Supplies	154,895.43	300,000.00	145,104.57
61130	Software Maintenance	27,073.82	75,000.00	47,926.18
61210	Small Equipment	18,764.46	36,000.00	17,235.54
61400	Equipment Repair & Maint.	29,439.18	58,000.00	28,560.82
61410	Contracted Services	1,937,105.87	5,196,574.00	3,259,468.13
61420	Building Repair & Maint.	83,319.46	238,200.00	154,880.54
61500	Rental Expenses	10,110.47	14,000.00	3,889.53
61700	Utilities	931,231.40	1,935,910.00	1,004,678.60
61800	Insurance & Bonds	384,902.98	399,678.00	14,775.02
61900	Professional Services	3,667.50	10,000.00	6,332.50
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	83.87	1,000.00	916.13
65000	Miscellaneous Expenses	7,765.08	14,000.00	6,234.92
<b>Total Supplies &amp; Services</b>		<b>3,594,061.23</b>	<b>8,306,862.00</b>	<b>4,712,800.77</b>
<b>Total General Services/Facilities-240</b>		<b>4,870,060.84</b>	<b>11,209,262.00</b>	<b>6,339,201.16</b>

\*\*\*Amount to be reclassified to HR-Work Insurance - 251.

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

**General Fund - 100****Human Resources - 250****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	378,274.66	948,415.00	570,140.34
51300	Overtime Pay	64.30	-	(64.30)
<b>Total Salaries</b>		<b>378,338.96</b>	<b>948,415.00</b>	<b>570,076.04</b>
<b>Benefits</b>				
55100	Employees Retirement	112,172.92	282,153.00	169,980.08
55200	Group Insurance	71,409.64	168,820.00	97,410.36
55300	Workers' Comp. Payments***	91,958.00	-	(91,958.00)
55400	Medicare Coverage Expense	5,423.52	13,752.00	8,328.48
<b>Total Benefits</b>		<b>280,964.08</b>	<b>464,725.00</b>	<b>183,760.92</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	11.00	-	(11.00)
61110	Operating Supplies	1,187.79	15,015.00	13,827.21
61130	Software Maintenance	166,720.71	108,900.00	(57,820.71)
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	44,893.31	77,192.00	32,298.69
61900	Professional Services	130,768.56	470,000.00	339,231.44
61910	Legal Services	38,323.84	265,000.00	226,676.16
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	1,586.00	625.00	(961.00)
62700	Education & Training	16,026.13	240,785.00	224,758.87
62800	Travel & Transportation	12,536.06	80,600.00	68,063.94
63000	Dues & Subscriptions	2,904.91	1,100.00	(1,804.91)
65000	Miscellaneous Expenses	187.98	-	(187.98)
<b>Total Supplies &amp; Services</b>		<b>415,328.52</b>	<b>1,311,717.00</b>	<b>896,388.48</b>
<b>Total Human Resources-250</b>		<b>1,074,631.56</b>	<b>2,724,857.00</b>	<b>1,650,225.44</b>

\*\*\*Amount to be reclassified to HR-Work Insurance - 251.

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

**General Fund - 100****HR-Work Insurance - 251**

From 07/01/2022 through 12/16/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51700	Separation Pay	249,775.47	450,000.00	200,224.53
51800	Leave Buyout	124,550.35	500,000.00	375,449.65
<b>Total Salaries</b>		<b>374,325.82</b>	<b>950,000.00</b>	<b>575,674.18</b>
<b>Benefits</b>				
55200	Group Insurance	44,303.52	205,200.00	160,896.48
55300	Workers' Comp. Payments	-	271,544.00	271,544.00
55500	Unemployment Insurance	-	75,000.00	75,000.00
<b>Total Benefits</b>		<b>44,303.52</b>	<b>551,744.00</b>	<b>507,440.48</b>
<b>Supplies &amp; Services</b>				
<b>Total Supplies &amp; Services</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Total HR-Work Insurance-251</b>		<b>418,629.34</b>	<b>1,501,744.00</b>	<b>1,083,114.66</b>

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

**General Fund - 100****Information Technology - 260****From 07/01/2022 through 12/16/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	665,727.17	1,553,577.00	887,849.83
51300	Overtime Pay	3,812.56	25,000.00	21,187.44
51600	Longevity Pay	4,393.95	10,445.00	6,051.05
<b>Total Salaries</b>		<b>673,933.68</b>	<b>1,589,022.00</b>	<b>915,088.32</b>
<b>Benefits</b>				
55100	Employees Retirement	198,828.29	462,189.00	263,360.71
55200	Group Insurance	103,328.64	259,692.00	156,363.36
55400	Medicare Coverage Expense	9,774.45	22,678.00	12,903.55
<b>Total Benefits</b>		<b>311,931.38</b>	<b>744,559.00</b>	<b>432,627.62</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	6,808.56	25,000.00	18,191.44
61120	Software & User Licenses	13,408.25	20,000.00	6,591.75
61130	Software Maintenance	529,292.49	707,000.00	177,707.51
61210	Small Equipment	17,752.30	35,000.00	17,247.70
61400	Equipment Repair & Maint.	511,850.36	585,000.00	73,149.64
61410	Contracted Services	10,943.76	30,000.00	19,056.24
61600	Telephone	331,916.25	690,000.00	358,083.75
62700	Education & Training	3,499.00	25,000.00	21,501.00
62800	Travel & Transportation	-	10,000.00	10,000.00
65000	Miscellaneous Expenses	51.40	100.00	48.60
<b>Total Supplies &amp; Services</b>		<b>1,425,522.37</b>	<b>2,127,100.00</b>	<b>701,577.63</b>
<b>Total Information Technology-260</b>		<b>2,411,387.43</b>	<b>4,460,681.00</b>	<b>2,049,293.57</b>

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

**General Fund - 100****Literacy Services - 270****From 07/01/2022 through 12/16/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	67,580.72	157,052.00	89,471.28
51200	Salaries - Part Time	35,904.29	63,901.00	27,996.71
<b>Total Salaries</b>		<b>103,485.01</b>	<b>220,953.00</b>	<b>117,467.99</b>
<b>Benefits</b>				
55100	Employees Retirement	22,262.12	52,585.00	30,322.88
55200	Group Insurance	6,480.29	14,752.00	8,271.71
55400	Medicare Coverage Expense	3,238.28	5,944.00	2,705.72
<b>Total Benefits</b>		<b>31,980.69</b>	<b>73,281.00</b>	<b>41,300.31</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	113.70	2,000.00	1,886.30
61110	Operating Supplies	746.42	10,000.00	9,253.58
61410	Contracted Services	27,675.00	37,175.00	9,500.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	210.69	6,000.00	5,789.31
<b>Total Supplies &amp; Services</b>		<b>28,745.81</b>	<b>60,175.00</b>	<b>31,429.19</b>
<b>Total Literacy Department-270</b>		<b>164,211.51</b>	<b>354,409.00</b>	<b>190,197.49</b>



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

**General Fund - 100****Branding and Marketing - 280****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	349,085.46	775,496.00	426,410.54
51300	Overtime Pay	250.08	-	(250.08)
51600	Longevity Pay	758.33	1,800.00	1,041.67
<b>Total Salaries</b>		<b>350,093.87</b>	<b>777,296.00</b>	<b>427,202.13</b>
<b>Benefits</b>				
55100	Employees Retirement	103,123.83	230,710.00	127,586.17
55200	Group Insurance	48,545.20	93,474.00	44,928.80
55400	Medicare Coverage Expense	5,046.34	11,271.00	6,224.66
<b>Total Benefits</b>		<b>156,715.37</b>	<b>335,455.00</b>	<b>178,739.63</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	1,108.94	26,800.00	25,691.06
61120	Software & User Licenses***	395,888.77	270,884.00	(125,004.77)
61210	Small Equipment	-	7,000.00	7,000.00
61400	Equipment Repair & Maint.	3,968.42	15,576.00	11,607.58
61410	Contracted Services	22,965.00	309,700.00	286,735.00
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	69,134.92	180,000.00	110,865.08
62600	Community Events	-	10,000.00	10,000.00
62800	Travel & Transportation	75.00	5,700.00	5,625.00
62900	Printing & Reproduction	64,607.15	218,000.00	153,392.85
65000	Miscellaneous Expenses	-	1,500.00	1,500.00
<b>Total Supplies &amp; Services</b>		<b>557,748.20</b>	<b>1,255,860.00</b>	<b>698,111.80</b>
<b>Total Branding and Marketing-280</b>		<b>1,064,557.44</b>	<b>2,368,611.00</b>	<b>1,304,053.56</b>

\*\*\*Overage is due to prepaid costs resulting from an adjusted software agreement.

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

**General Fund - 100****Access Services - 290****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	237,957.10	536,605.00	298,647.90
51200	Salaries - Part Time	48,816.14	104,212.00	55,395.86
51300	Overtime Pay	-	5,000.00	5,000.00
51600	Longevity Pay	3,433.66	9,048.00	5,614.34
<b>Total Salaries</b>		<b>290,206.90</b>	<b>654,865.00</b>	<b>364,658.10</b>
<b>Benefits</b>				
55100	Employees Retirement	81,267.94	181,498.00	100,230.06
55200	Group Insurance	34,763.74	97,805.00	63,041.26
55400	Medicare Coverage Expense	5,198.95	11,711.00	6,512.05
<b>Total Benefits</b>		<b>121,230.63</b>	<b>291,014.00</b>	<b>169,783.37</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	50.27	1,000.00	949.73
61110	Operating Supplies	7,746.47	35,000.00	27,253.53
61130	Software Maintenance	100,683.55	150,000.00	49,316.45
61205	Interlibrary Loan	346.31	1,500.00	1,153.69
61210	Small Equipment	1,845.00	7,500.00	5,655.00
62700	Education & Training	-	2,500.00	2,500.00
62800	Travel & Transportation	226.25	5,000.00	4,773.75
63000	Dues & Subscriptions	110.00	110.00	-
<b>Total Supplies &amp; Services</b>		<b>111,007.85</b>	<b>202,610.00</b>	<b>91,602.15</b>
<b>Total Access Services Department-290</b>		<b>522,445.38</b>	<b>1,148,489.00</b>	<b>626,043.62</b>

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

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

From 07/01/2022 through 12/16/2022

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	533,619.32	1,263,278.00	729,658.68
51200	Salaries - Part Time	10,426.29	47,528.00	37,101.71
51600	Longevity Pay	12,145.74	28,910.00	16,764.26
<b>Total Salaries</b>		<b>556,191.35</b>	<b>1,339,716.00</b>	<b>783,524.65</b>
<b>Benefits</b>				
55100	Employees Retirement	170,943.99	375,825.00	204,881.01
55200	Group Insurance	111,671.03	252,189.00	140,517.97
55400	Medicare Coverage Expense	8,775.08	20,905.00	12,129.92
<b>Total Benefits</b>		<b>291,390.10</b>	<b>648,919.00</b>	<b>357,528.90</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	341.12	-	(341.12)
61110	Operating Supplies	-	1,000.00	1,000.00
61120	Software & User Licenses	-	34,000.00	34,000.00
61200	Book Materials & Supplies	32,473.72	120,409.00	87,935.28
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	120,712.75	144,250.00	23,537.25
62800	Travel & Transportation	-	5,000.00	5,000.00
63000	Dues & Subscriptions	329.89	-	(329.89)
81700	Library Books	5,531,181.38	11,353,000.00	5,821,818.62
<b>Total Supplies &amp; Services</b>		<b>5,685,038.86</b>	<b>11,662,659.00</b>	<b>5,977,620.14</b>
<b>Total Collection and Bibliographic Services-310</b>		<b>6,532,620.31</b>	<b>13,651,294.00</b>	<b>7,118,673.69</b>

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

**General Fund - 100****Gallery Services - 320****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	51,966.77	119,175.00	67,208.23
<b>Total Salaries</b>		<b>51,966.77</b>	<b>119,175.00</b>	<b>67,208.23</b>
<b>Benefits</b>				
55100	Employees Retirement	15,460.20	35,454.00	19,993.80
55200	Group Insurance	12,039.55	26,214.00	14,174.45
55400	Medicare Coverage Expense	757.05	1,728.00	970.95
<b>Total Benefits</b>		<b>28,256.80</b>	<b>63,396.00</b>	<b>35,139.20</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	1,751.60	8,500.00	6,748.40
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
<b>Total Supplies &amp; Services</b>		<b>1,806.81</b>	<b>15,500.00</b>	<b>13,693.19</b>
<b>Total Gallery Services-320</b>		<b>82,030.38</b>	<b>198,071.00</b>	<b>116,040.62</b>

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

**General Fund - 100****Programming and Venues Services - 330****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	664,011.80	1,493,304.00	829,292.20
51200	Salaries - Part Time	120,320.88	317,743.00	197,422.12
51300	Overtime Pay	4,908.75	20,000.00	15,091.25
51600	Longevity Pay	2,594.25	15,562.00	12,967.75
<b>Total Salaries</b>		<b>791,835.68</b>	<b>1,846,609.00</b>	<b>1,054,773.32</b>
<b>Benefits</b>				
55100	Employees Retirement	216,833.35	474,315.00	257,481.65
55200	Group Insurance	120,243.01	258,337.00	138,093.99
55400	Medicare Coverage Expense	16,370.08	39,922.00	23,551.92
<b>Total Benefits</b>		<b>353,446.44</b>	<b>772,574.00</b>	<b>419,127.56</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	10,294.90	22,000.00	11,705.10
61120	Software & User Licenses	1,295.62	12,000.00	10,704.38
61210	Small Equipment	21,477.09	64,000.00	42,522.91
61400	Equipment Repair & Maint.	1,751.34	8,000.00	6,248.66
61410	Contracted Services	177,892.06	409,100.00	231,207.94
61500	Rental Expenses	8,600.40	18,000.00	9,399.60
62700	Education & Training	2,530.00	7,000.00	4,470.00
62800	Travel & Transportation	4,826.50	16,000.00	11,173.50
63000	Dues & Subscriptions	450.00	2,000.00	1,550.00
<b>Total Supplies &amp; Services</b>		<b>229,117.91</b>	<b>558,100.00</b>	<b>328,982.09</b>
<b>Total Programming and Venues Department-330</b>		<b>1,374,400.03</b>	<b>3,177,283.00</b>	<b>1,802,882.97</b>

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

**General Fund - 100****Community Engagement - 340****From 07/01/2022 through 12/16/2022**

		<b>YTD Actual</b>	<b>FY2023 Budget</b>	<b>Balance Remaining</b>
<b>Salaries</b>				
51100	Salaries - Full Time	87,785.74	234,679.00	146,893.26
51600	Longevity Pay	1,347.21	1,769.00	421.79
<b>Total Salaries</b>		<b>89,132.95</b>	<b>236,448.00</b>	<b>147,315.05</b>
<b>Benefits</b>				
55100	Employees Retirement	25,763.75	69,817.00	44,053.25
55200	Group Insurance	10,300.09	26,459.00	16,158.91
55400	Medicare Coverage Expense	1,672.64	3,429.00	1,756.36
<b>Total Benefits</b>		<b>37,736.48</b>	<b>99,705.00</b>	<b>61,968.52</b>
<b>Supplies &amp; Services</b>				
61110	Operating Supplies	1,408.43	10,000.00	8,591.57
61120	Software & User Licenses	7,351.46	23,000.00	15,648.54
61210	Small Equipment	14,556.20	35,000.00	20,443.80
61410	Contracted Services	540.00	100,000.00	99,460.00
62600	Community Events	-	5,000.00	5,000.00
62700	Education & Training	695.00	4,000.00	3,305.00
62800	Travel & Transportation	3,047.75	10,000.00	6,952.25
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	950.00	2,000.00	1,050.00
<b>Total Supplies &amp; Services</b>		<b>28,548.84</b>	<b>192,000.00</b>	<b>163,451.16</b>
<b>Total Community Engagement-340</b>		<b>155,418.27</b>	<b>528,153.00</b>	<b>372,734.73</b>

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

**General Fund - 100****Library Operations - 400****From 07/01/2022 through 12/16/2022**

		YTD Actual	FY2023 Budget	Balance Remaining
<b>Salaries</b>				
51100	Salaries - Full Time	5,610,738.68	14,298,215.00	8,687,476.32
51200	Salaries - Part Time	1,786,933.15	5,277,660.00	3,490,726.85
51300	Overtime Pay	1,297.38	-	(1,297.38)
51600	Longevity Pay	65,223.74	184,708.00	119,484.26
<b>Total Salaries</b>		<b>7,464,192.95</b>	<b>19,760,583.00</b>	<b>12,296,390.05</b>
<b>Benefits</b>				
55100	Employees Retirement	1,768,955.78	4,311,797.00	2,542,841.22
55200	Group Insurance	1,106,211.31	2,767,639.00	1,661,427.69
55300	Workers' Comp. Payments	3,799.19	-	(3,799.19)
55400	Medicare Coverage Expense	215,402.30	602,814.00	387,411.70
<b>Total Benefits</b>		<b>3,094,368.58</b>	<b>7,682,250.00</b>	<b>4,587,881.42</b>
<b>Supplies &amp; Services</b>				
61100	Office Supplies	151,169.40	512,680.00	361,510.60
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	8,085.10	19,404.00	11,318.90
62800	Travel & Transportation	6,879.21	53,450.00	46,570.79
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
<b>Total Supplies &amp; Services</b>		<b>166,133.71</b>	<b>593,534.00</b>	<b>427,400.29</b>
<b>Total Library Operations-400</b>		<b>10,724,695.24</b>	<b>28,036,367.00</b>	<b>17,311,671.76</b>



# Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

General Fund - 100  
From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16642	11/14/2022	10834	Brittany Mangelson	11/7/22 F&A	148.50
16643	11/14/2022	10864	Brian M. Wilson	11/7/22 F&A	40.00
16644	11/14/2022	11055	Bryant K. Rogers	11/7/22 F&A Mtg	40.00
16645	11/14/2022	11652	Nathaniel Paul Waugh	11/7/22 F&A Mtg	40.00
16646	11/14/2022	2860	Las Vegas Review Journal	Summer Ads July & August	7,020.65
16647	11/14/2022	3355	Teamsters Security Fund S. Nevada	Premium November 2022	401,886.14
16648	11/14/2022	5718	Tangerine Office Machines	Open PO for Printer Support Services FY23	45.00
16649	11/14/2022	8155	Las Vegas Clark County Librar Dist Foundation	Foundation Bookstore Sales - Oct 2022	17,531.69
16650	11/14/2022	9383	Office Plus	Multiple Crtg and toners	2,165.99
16651	11/14/2022	9454	Apple Inc.	Order PUR019063	17,940.00
16652	11/15/2022	10228	Sterling Volunteers	Order PUR019477	353.50
16653	11/15/2022	11601	Vintage King Audio	Microphone Kit - Piano	1,136.04
16654	11/15/2022	12130	PDQ Gill's Printing Evolved	Springs Preserve CD Case	231.18
16655	11/15/2022	1455	Dell Marketing LP.	WC Podcasting	3,445.00
16656	11/15/2022	1757	Ingram Library Services	Library Books & Materials for FY 2022-23	4,675.19
16657	11/15/2022	1897	Lakeshore Learning Materials	Family Engagement Refresh Toys for MV	387.12
16658	11/15/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	52,757.78
16659	11/15/2022	2860	Las Vegas Review Journal	Bal due - 2nd day billing	174.72
16660	11/15/2022	4513	Blackstone Publishing	Forever Texas Library CD	352.12
16661	11/15/2022	4517	Fingerprint Pros, Inc.	Order PUR019414	944.00
16662	11/15/2022	5718	Tangerine Office Machines	Open PO for Printer Support Services FY23	265.00
16663	11/15/2022	8585	Button Boy NV LLC	Comic Book Fest Buttons	440.00
16664	11/15/2022	9393	Pamela J. Sundlie	VVCBF 2022 - face painting	800.00
16665	11/15/2022	9431	B&H Photo-Video	Order PUR019150	299.97
16666	11/15/2022	9454	Apple Inc.	For Paula Loop - BAM	2,169.90
16667	11/21/2022	10129	Fun Express LLC	Order PUR019106	524.35
16668	11/21/2022	10499	School Specialty, Inc.	CC - Activity Wall	221.17
16669	11/21/2022	10641	Quench USA, Inc.	SC: Service Call - Water Dispenser Repair	115.00
16670	11/21/2022	10809	Sandra Kay Ramaker	Board Compensation for 11-10 Board Mtg	40.00
16671	11/21/2022	10864	Brian M. Wilson	Board Compensation for 11-10 Board Mtg	40.00
16672	11/21/2022	10877	Findaway World, LLC	Order PUR018965	786.00
16673	11/21/2022	11055	Bryant K. Rogers	Board Compensation for 11-10 Board Mtg	40.00
16674	11/21/2022	11626	Jay Atwood	Piano tuning and maintenance - LA	150.00
16675	11/21/2022	11652	Nathaniel Paul Waugh	Board Compensation for 11-10 Board Mtg	40.00
16676	11/21/2022	11681	Jennifer L. Jiron	Board Compensation for 11/10 Board Mtg	40.00
16677	11/21/2022	11703	Kathleen Hagen Turner Whiteley	Board Compensation for 11-10 Board Mtg	40.00
16678	11/21/2022	11724	Greenberg Traurig, LLP	Legal services rendered 10/6-10/27	1,453.00
16679	11/21/2022	1201	Best Janitorial Services of Nevada	Extra Janitorial Services: Sept & Oct 2022	1,407.50
16680	11/21/2022	12130	PDQ Gill's Printing Evolved	Handbills	489.71
16681	11/21/2022	1240	Brady Industries of Nevada, LLC	SW - Plumbing Motor Brush Kits	38.44
16682	11/21/2022	1580	Ferguson Enterprises, LLC	SU - Plumbing	689.57
16683	11/21/2022	1627	Cengage Learning, Inc.	Databases & large print for FY 22/23	5,812.49
16684	11/21/2022	1640	Gerald M. Welt, Chartered	Legal services rendered for October 2022	5,152.50
16685	11/21/2022	1757	Ingram Library Services	Library Books & Materials for FY 2022-23	33,108.56
16686	11/21/2022	2152	Nedco Supply	WM - Lighting	64.27
16687	11/21/2022	2362	Refrigeration Supplies Distributor	WC - HVAC	1,562.66
16688	11/21/2022	2471	Silver State Glass & Mirror	SM: Emergency After-Hr Board-Up Service	340.00
16689	11/21/2022	2702	Grainger, Inc.	CH - Lighting	140.64
16690	11/21/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	7,351.48
16691	11/21/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	40,520.67
16692	11/21/2022	3776	Got Bugs LLC	MQL & MQLC Pest Control	200.00
16693	11/21/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2022-23	21,047.22
16694	11/21/2022	4540	Robert Half	Week ending 11-04-22	4,026.76
16695	11/21/2022	4604	Brodart Library Supplies & Furnishings	Supplies for FY 22-23	299.92
16696	11/21/2022	5001	UniFirst Corporation	FAC Uniform Rental	122.49
16697	11/21/2022	5130	OverDrive Inc.	Online materials for FY 22-23	323,857.54
16698	11/21/2022	5769	The Penworthy Company	Materials for FY 22-23	7,504.05
16699	11/21/2022	6263	Wenger Corporation	Order PUR018095	5,267.52
16700	11/21/2022	7371	EnvisionWare, Inc.	30,000 RFID TAG U HUBPB SLIX2	6,655.00
16701	11/21/2022	7671	Rentokil	Pest Control	1,413.00
16702	11/21/2022	7687	United Lock and Security, Inc.	CC - Keys	151.50
16703	11/21/2022	8010	Allied Universal Security Services	On Site Secutiry 08/19/22-09/01/22-CH	197,301.62
16704	11/21/2022	8122	Staples Advantage Dept LA	Pnt Mkr Pad Shts 12PD	3,873.27
16705	11/21/2022	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections - CC	308.75
16707	11/21/2022	9101	O'Reilly Auto Parts	#51 (2) Wiper Blades	47.19
16708	11/21/2022	9137	Ideco-NV, Inc.	SC: Service Call - Fuel Pump Issues	723.00
16709	11/21/2022	9332	Felipe A. Ortiz	Board Compensation for 11-10 Board Mtg	40.00
16710	11/21/2022	9383	Office Plus	Toner Black	2,004.93
16711	11/21/2022	9631	Elliott's Sewer & Drain	Plumbing Repairs - SU	91.75
16712	11/21/2022	9730	Commercial Lighting Specialties, LLC	WH - Lighting	359.00
16713	11/21/2022	9956	Cherry Lake Publishing	Order PUR018167	20,000.00
16714	11/28/2022	10291	MPLC (Motion Picture Licensing Corp.)	MPLC Movie Licensing	6,951.51
16715	11/28/2022	11101	Academy Glass Company Inc.	RB: Staff Door Repair	1,064.44
16716	11/28/2022	1201	Best Janitorial Services of Nevada	Various: Janitorial	150,547.20
16717	11/28/2022	1240	Brady Industries of Nevada, LLC	MB - Towel Fold and Deodorizer	117.66
16718	11/28/2022	1429	D.C. Thomas	DB Rent Dec 2022	1,617.02
16720	11/28/2022	1535	El Mundo	Nov purchasing ad	80.00
16721	11/28/2022	1580	Ferguson Enterprises, LLC	SM - Plumbing Faucet W RR	451.52
16722	11/28/2022	1606	Candid	FIN Partnership 12/31/22-12/31/23	2,995.00
16723	11/28/2022	1742	Ideal Supply Company Inc.	SW - Plumbing Toilet Handle	325.89
16724	11/28/2022	2098	Moapa Valley Water District	SVC 10/07/22 - 11/08/22	216.37
16725	11/28/2022	2152	Nedco Supply	SW, WM, CH - Lighting	4,589.49
16726	11/28/2022	2307	Progressive Elevator	SW: Troubleshoot 2-Stop Elevator Issues	1,375.00
16727	11/28/2022	2350	Rebel Oil Company	SC: Diesel & Unleaded Fuel	24,129.74
16728	11/28/2022	2465	Russell Sigler Inc.	WV: HVAC Repair Components	88.22
16729	11/28/2022	2852	Chem-Aqua, Inc.	HVAC Water Treatment	752.15
16730	11/28/2022	2860	Las Vegas Review Journal	ET Oct purchasing ad	87.50

# Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

General Fund - 100  
From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16731	11/28/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	414,976.25
16732	11/28/2022	3435	Ace Fire Systems, Inc.	EN: Service Call - Fire Sprinkler	225.00
16733	11/28/2022	3776	Got Bugs LLC	MLQ & MLQC Pest Control	200.00
16735	11/28/2022	7687	United Lock and Security, Inc.	CH-DVR 1	828.39
16736	11/28/2022	8010	Allied Universal Security Services	On-Site Security 10/28/2022-11/10/2022 - Roving	65,634.60
16737	11/28/2022	8122	Staples Advantage Dept LA	Invoice PI033144	6,339.21
16738	11/28/2022	8437	Super Cleaners	Super Cleaners - Table Cloths	380.00
16739	11/28/2022	8575	Intermountain Lock and Security Supply	#41 - Consumable Key Holder	12.96
16740	11/28/2022	9101	O'Reilly Auto Parts	#49 & #57 - Operating	239.22
16741	11/28/2022	9187	Whitney's Water Systems, Inc.	MLQC: Replace broken backflow	3,683.00
16742	11/28/2022	9383	Office Plus	MULTIPLE CATRTIGES	1,988.50
16744	11/28/2022	9730	Commercial Lighting Specialties, LLC	CC - Lighting	252.70
16745	11/28/2022	9827	Vision Sign Inc.	Sign Maintenance- SV 12/22	210.00
16746	12/5/2022	10129	Fun Express LLC	Haunted Harvest	1,439.88
16747	12/5/2022	10162	CenturyLink	Service November 2022	136.70
16748	12/5/2022	10179	Safe and Secure Alarms and Video	WC Alarm Monitoring Burg	54.00
16749	12/5/2022	10212	Virgin Valley Water District	SVC 10/20/22 - 11/20/22 MQ	1,069.03
16750	12/5/2022	1064	Allied Refrigeration Inc.	HVAC & Tools	5,687.87
16751	12/5/2022	10686	NLS Grounds Management, LLC	Extra Landscaping Services	2,653.83
16753	12/5/2022	10808	Patron Point, Inc.	PP Annual Subs. 07/01/22--06/30/23	15,160.24
16754	12/5/2022	11109	Reliable Petroleum & Lubrication Equipment LLC	SC-Fuel System Converter	853.97
16756	12/5/2022	11693	Richard James Cisneros	LV Classica Music - Concert Series at WH	700.00
16758	12/5/2022	11922	Sability, LP	Oct 22 billing	1,063.75
16759	12/5/2022	11984	Victig Background Screening	Order PUR019747	1,703.10
16760	12/5/2022	12045	Eagle Promotions	T-shirts for Dia de Los Muertos	13,477.00
16761	12/5/2022	12130	PDQ Gill's Printing Evolved	VGK Reilly Bookmarks	1,698.05
16762	12/5/2022	1240	Brady Industries of Nevada, LLC	MB - Towel Fold Pop-Up Kleenex	393.29
16763	12/5/2022	1457	Demco, Inc.	Laminating Film	1,655.03
16764	12/5/2022	1518	ECR	Order PUR019213	87.00
16765	12/5/2022	1580	Ferguson Enterprises, LLC	Plumbing	685.34
16766	12/5/2022	1640	Gerald M. Welt, Chartered	Legal services rendered in November 2022	5,197.50
16767	12/5/2022	1647	Global Equipment Company Inc.	Order PUR019634	409.24
16768	12/5/2022	1757	Ingram Library Services	Library Books & Materials for FY 2022-23	70,550.83
16769	12/5/2022	2152	Nedco Supply	Lighting	704.05
16770	12/5/2022	2169	Nevada Illumination	EN: Parking Lot Lights & Repairs	1,088.65
16771	12/5/2022	2234	Overton Power District #5	SVC 10/8/22 - 11/8/22-MV	452.35
16772	12/5/2022	2307	Progressive Elevator	CC Elevator	697.00
16773	12/5/2022	2533	Suburban Propane - 1487	Annual Tank Rent	5.00
16774	12/5/2022	2567	Teamsters Local Union #14	Union Dues - December 2022	9,024.00
16775	12/5/2022	2702	Grainger, Inc.	HVAC	426.39
16776	12/5/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	22,675.62
16777	12/5/2022	2809	Water District	SVC 9/14/22 - 10/11/22	22,390.26
16778	12/5/2022	2819	CenturyLink Communications, LLC	Service November 2022	3,441.47
16779	12/5/2022	2852	Chem-Aqua, Inc.	HVAC Water Treatment	600.00
16780	12/5/2022	3020	Discount School Supply	Order PUR019546	224.56
16781	12/5/2022	3023	Filtration Group IAQ	Air Filters	3,099.00
16782	12/5/2022	3770	Cox Communications of Las Vegas	Service 11/17/22-12/16/22	30,893.16
16783	12/5/2022	4108	American Library Association	ALA Membership Renewal- Member #0041322	211.00
16784	12/5/2022	4540	Robert Half	Serpico, Jeff w/e 9/30/22	9,889.89
16785	12/5/2022	4604	Brodart Library Supplies & Furnishings	Supplies for FY 22-23	1,533.70
16786	12/5/2022	4676	Color Reflections	Comic Book Fest Signage	1,130.00
16787	12/5/2022	4723	Purvis Industries - Las Vegas NV	SC - HVAC Cooling Tower	1,300.71
16788	12/5/2022	5001	UniFirst Corporation	FAC Uniform Rental	381.72
16789	12/5/2022	5718	Tangerine Office Machines	Open PO for Printer Support Services FY23	1,898.38
16791	12/5/2022	7188	Innovative Interfaces, Inc.	Innovative & Skyriver records FY2023	2,900.00
16792	12/5/2022	7677	Uline, Inc.	SM: Handtruck	355.21
16793	12/5/2022	7687	United Lock and Security, Inc.	WC - Teen Specialist Keys	10.00
16794	12/5/2022	7943	Communication Electronic Systems Inc	Burglar/Fire Alarm Monitoring	526.00
16795	12/5/2022	8010	Allied Universal Security Services	On-Site Security 10/28/2022-11/10/2022 - Roving	58,473.77
16796	12/5/2022	8122	Staples Advantage Dept LA	Wipes Personal (CH)	4,245.94
16797	12/5/2022	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections - CC	337.50
16798	12/5/2022	8575	Intermountain Lock and Security Supply	SU & CH Door	73.97
16799	12/5/2022	9191	Canon Solutions America, Inc.	Copier	592.67
16800	12/5/2022	9287	Otis Elevator Company	WM Elevator	849.70
16801	12/5/2022	9383	Office Plus	Multiple Toner	4,137.49
16804	12/5/2022	9553	Ashworth and Belcastro Systems (ABS)	SU: Fire Alarm Monitoring & Tests/Inspections	135.00
16805	12/5/2022	9631	Elliott's Sewer & Drain	Plumbing Repairs - SU	132.75
16806	12/5/2022	9649	Freeman's Carpet Service, Inc.	WC: Flooring repairs (due to bubbles)	805.00
16807	12/5/2022	9827	Vision Sign Inc.	CC: Hang & remove Comic Book banner	490.00
16808	12/5/2022	9869	Unique Integrated Communications	Call Center Operations - Jul 2022	8,501.94
16809	12/5/2022	9890	High Sierra Elevator Inspections	CC: Annual CAT I Elevator Tests & Insp's	2,630.00
16810	12/5/2022	9900	Carpenter Sellers Del Gatto Architects	Architectural Service - EV (Carpet)	3,667.50
16811	12/12/2022	10147	CompuNet, Inc.	Ren. Endpoint System Protection/Software, End: 01/29/2024	37,302.56
16814	12/12/2022	11120	Zoom Video Communications, Inc.	Licenses for Comm Engage, End: 11/18/23	7,794.60
16815	12/12/2022	11137	Vital Records Control	Monthly Service Nov 2022	185.87
16816	12/12/2022	11984	Victig Background Screening	Order PUR019787	1,117.80
16817	12/12/2022	12054	Amazon Capital Services, Inc.	Amazon 12.15.2022	15,620.36
16818	12/12/2022	1457	Demco, Inc.	TechTub for WV and WM	1,743.37
16819	12/12/2022	1580	Ferguson Enterprises, LLC	Plumbing	391.12
16820	12/12/2022	1627	Cengage Learning, Inc.	Databases & large print for FY 22/23	39,564.74
16821	12/12/2022	1854	Kamer Zucker Abbott	Attorney Fees Oct 2022	11,815.00
16823	12/12/2022	2215	OCLC Inc.	Cataloging/Metashare sub IFM dbts FY23	382.72
16824	12/12/2022	2362	Refrigeration Supplies Distributor	EN - HVAC	185.47
16825	12/12/2022	2407	S & S Worldwide Inc.	WRC 2023 Prizes for Grades K-5	1,739.58
16826	12/12/2022	2698	Virgin Valley Disposal	SVC 11/1/22 - 11/30/22 MQ	146.02
16827	12/12/2022	2702	Grainger, Inc.	CH - HVAC Motor & Capacitor	262.78
16828	12/12/2022	2798	Brodart Co.	Library Books & Materials for FY 2022-23	23,229.11

# Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

General Fund - 100  
From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16829	12/12/2022	2853	Dick Blick	Order PUR019597	1,554.00
16830	12/12/2022	2860	Las Vegas Review Journal	September '22 Ads	11,285.00
16831	12/12/2022	2887	Thomson Reuters West Payment Ctr	Order PUR017990	895.14
16832	12/12/2022	2914	Iron Mountain	Services November 2022	574.04
16833	12/12/2022	3149	Midwest Tape	Library A/V Materials for FY2022-2023	7,059.88
16834	12/12/2022	3309	Batteries Plus # 327	SC - Men's RR Replaced Batteries n Faucet	15.35
16835	12/12/2022	3823	Lucas Holdings, LLC	'22 Summit Training Cards	392.80
16836	12/12/2022	3856	Audio Xpert	Order PUR019773	175.00
16837	12/12/2022	4042	Baker & Taylor, Inc.	Library Books & Materials for FY 2022-23	2,151.74
16838	12/12/2022	4517	Fingerprint Pros, Inc.	Order PUR019785	885.00
16839	12/12/2022	4522	Quest Diagnostics	Order PUR019786	422.20
16840	12/12/2022	4604	Brodart Library Supplies & Furnishings	Supplies for FY 22-23	1,400.00
16841	12/12/2022	4721	Sweetwater	Order PUR018891	6,167.52
16842	12/12/2022	4742	Deseret Book Co.	1 copy of His Accidental Bride audio	6.95
16843	12/12/2022	4897	Public Employees Benefits Program State of NV	January Dues	7,383.92
16844	12/12/2022	5130	OverDrive Inc.	Online materials for FY 22-23	438,829.93
16845	12/12/2022	6254	Board of Regents	SVC 1/1/23 - 3/31/23 WC	1,691.35
16846	12/12/2022	6777	Mailmax Mailing Solutions, LLC	Maint. renewal	1,173.03
16847	12/12/2022	7188	Innovative Interfaces, Inc.	Innovative & Skyriver records FY2023	1,321.50
16848	12/12/2022	7687	United Lock and Security, Inc.	Lock/Key Services & Camera/DVR Repairs	550.83
16849	12/12/2022	8010	Allied Universal Security Services	On-Site Security 07/07/2022 - Roving	43,932.99
16850	12/12/2022	8122	Staples Advantage Dept LA	DICE DOT 36 MV	2,067.64
16851	12/12/2022	8437	Super Cleaners	Super Cleaners - Table Cloths	350.00
16852	12/12/2022	8593	American Sign Language Communication	Order PUR019774	900.00
16853	12/12/2022	9101	O'Reilly Auto Parts	CC - Consumables - Gloves	21.99
16854	12/12/2022	9191	Canon Solutions America, Inc.	Monthly Maint 09/01/22-09/30/22 -EV	21,335.54
16855	12/12/2022	9383	Office Plus	OEM Toner HP	1,571.92
16856	12/12/2022	9431	B&H Photo-Video	Order PUR019626	1,917.90
16857	12/12/2022	9454	Apple Inc.	Order PUR019292	1,495.00
16859	12/12/2022	9730	Commercial Lighting Specialties, LLC	WH - Lighting	202.50
16860	12/12/2022	9869	Unique Integrated Communications	Call Center Operations - Jul 2022	20,503.61
91718	11/14/2022	9937	AFLAC Premium Holding	October Premiums	2,475.74
91719	11/14/2022	9706	Carlos Nieto III	Manga Workshops at SV, WC, EN	900.00
91720	11/14/2022	9677	Elm USA, Inc.	ECO ProKit Time/Pad for GCC	509.99
91721	11/14/2022	9394	Katherine Alicia Keller	VVCBF 2022 panelist Keller	50.00
91722	11/14/2022	2494	Southwest Gas Corp.	service 091622-101422	28.34
91723	11/14/2022	12169	Damien Bates	Payroll check reissued 11/14/2022 - Jocelyn Bates	10,810.58
91725	11/14/2022	12151	Donovan Paul Petersen	VVCBF 2022 Peterson panelist	50.00
91726	11/14/2022	12137	Gina Parham	VVCBF 2022 - Parham panelist	50.00
91727	11/14/2022	12121	Jeffrey Neil Pina	VVCBF 2022 - Pina panelist	1,500.00
91728	11/14/2022	12120	Ray Anthony Height	VVCBF 2022 panelist - Height	1,500.00
91729	11/14/2022	12119	Rob Salkowitz Associates, Inc.	VVCBF - Salkowitz	1,500.00
91730	11/14/2022	12117	Nicole J. Georges	VVCBF 2022 - Georges panelist	1,500.00
91731	11/14/2022	12102	Rosalie Red Elk	EV.WC.SM Storytelling/Virtual Nov 2022	1,700.00
91732	11/14/2022	12099	INKONPAPER LLC	VVCBF - Screening "MM: Drawing Monsters"	3,000.00
91733	11/14/2022	12097	James Asmus	VVCBF 2022 panelist _ Asmus	1,500.00
91734	11/14/2022	12049	Nehmen Kodner	Order PUR019379	630.00
91735	11/14/2022	11988	Steven Joseph Spatafore	Men Who Cook Photography	300.00
91736	11/14/2022	11909	Studios B3	VVCBF 2022 - Brinkerhoff III panelist	1,500.00
91737	11/14/2022	11908	Toby Davisson	VVCBF 2022 - Davisson panelist	1,500.00
91738	11/14/2022	11899	District Artz	VVCBF - Community Art	1,000.00
91739	11/14/2022	10842	Showstopper Entertainment LLC	Kathy Kaefner Nov 22 Shows	6,500.00
91740	11/14/2022	10231	Janet A. Mikealson-Lenox	Balloon Artistry for WC Storytelling Festival	950.00
91741	11/14/2022	10229	Marion Siguenza	Facepainting Services at EV, CC, WC	487.50
91742	11/17/2022	10231	Janet A. Mikealson-Lenox	CH Hunted Harvest '22	1,760.00
91743	11/17/2022	10253	Elizabeth Ann Foyt	Board Compensation for 11-10 Board Mtg	40.00
91744	11/17/2022	10390	Jean Marie Munson	VVCBF 2022 - Jean Munson Panelist/Moderator	100.00
91745	11/17/2022	10869	Daniel Edwards	VVCBF - Rayford Bros Batband	3,000.00
91746	11/17/2022	10922	Eric Penrod	Photos for MC and LA	900.00
91747	11/17/2022	11061	Jennifer Marion Grillo	Creative Writing Classes	300.00
91748	11/17/2022	11564	SPEBSQSA, Inc.	November Veterans Concerts	1,000.00
91749	11/17/2022	11801	Jeffrey Scott Trower	Community Heartbeat Drum Circle - WH	450.00
91750	11/17/2022	11873	Nicole Kim	Watercolor Classes	600.00
91751	11/17/2022	11916	GB Auto Service, Inc.	#57 - LOF, Oil Filter & Tire Rotation	2,634.61
91755	11/17/2022	12145	TCJB, LLC	EV Dia De Los Muertos Food Truck	2,500.00
91756	11/17/2022	12171	JAMS, Inc.	Mediation deposit	4,000.00
91757	11/17/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
91758	11/17/2022	2159	AT&T SBC	Service 10.25.2022-11.24.2022	302.34
91759	11/17/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
91760	11/17/2022	5246	Kelly D. Benavidez	Board Compensation for 11-10 Board Mtg	40.00
91761	11/17/2022	8192	AT&T	service 11/1-11/30/2022	46.20
91762	11/17/2022	9325	Squeaky Clean CC LLC	EV: Service Call to remove graffiti	405.00
91764	11/17/2022	9711	Jose L. Melendrez	Board Compensation for 11-10 Board Mtg	40.00
91768	11/17/2022	11813	Capitol Door Service	WM-Emergency Exit Door	1,768.65
91770	11/23/2022	9966	The Sherwin-Williams Co.	CC - Painting	118.78
91771	11/23/2022	9696	Truly Superb Painting, LLC	One-Stop Office: Renovate and Paint	2,440.00
91772	11/23/2022	9578	Dulais Rhys	Music Lecture	700.00
91773	11/23/2022	9325	Squeaky Clean CC LLC	SU: Graffiti Removal - External Wall	365.00
91774	11/23/2022	8736	Emcor Services Nevada	Annual Chiller Service (CC, SW & WMSC)	3,288.00
91775	11/23/2022	2883	Schindler Elevator Corp	SW: Replace ADA phone in 3-Stop Elevator	2,524.83
91776	11/23/2022	2861	Jay D. Whipple	MV Pest Control	40.00
91778	11/23/2022	2837	Republic Services # 620	Recycle 11/1/22 - 11/30/22 - WM	7,362.44
91779	11/23/2022	2494	Southwest Gas Corp.	Service 10/07/2022-11/04/2022 - EV	1,465.69
91780	11/23/2022	2175	NV Energy	SVC 10/3/22 - 11/1/22	95,864.41
91781	11/23/2022	2159	AT&T SBC	service 11/11-12/19/2022	211.57
91782	11/23/2022	12172	Maria Ortiz	PVS partial refund	40.00
91783	11/23/2022	12150	Books with Pictures Eugene, LLC	Andrea Gilroy Panelist	1,500.00

# Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

General Fund - 100  
From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
91784	11/23/2022	12118	Wilky Bazile	Wilky's Jerk Chicken FT	394.00
91785	11/23/2022	12107	HintonBurdick Nevada LLC	Progress billing	17,355.00
91786	11/23/2022	12043	Paul L. Pinion	WC Oil Painting Classes	225.00
91787	11/23/2022	11916	GB Auto Service, Inc.	#53 & #61 LOF, Oil Filter & Tire Rotations	229.93
91788	11/23/2022	11898	Biznet LLC	Workshops MQ,SV,WM,LA,SU 2022-2023	333.00
91789	11/23/2022	10930	Business Enterprises of Nevada	MQL Cafe Management	2,040.00
91790	11/23/2022	10336	Opera Las Vegas	Veterans Show 11/12/22	1,500.00
91791	12/2/2022	10217	T-Mobile	Service 10/21/22-11/20/22	896.00
91792	12/2/2022	10372	Casino Party Creations LLC	VVCBF rental (tents, chairs, etc)	1,123.42
91793	12/2/2022	10409	BiblioCommons, Inc.	BiblioCommons Membership 2023	264,715.50
91794	12/2/2022	10954	Derrick R. Davis	NAHM Dance Program	3,000.00
91795	12/2/2022	10991	Transmission, Inc.	SUMMERLIN FALL FESTIVAL	3,000.00
91796	12/2/2022	11076	Quadiant, Inc.	Order PUR019738	180.00
91797	12/2/2022	11589	Greenspun Media Group, LLC	11/10 Print Ad	1,757.50
91798	12/2/2022	11801	Jeffrey Scott Trower	Community Heartbeat Drum Circle - WH	450.00
91800	12/2/2022	11916	GB Auto Service, Inc.	Order PUR019375	2,264.92
91801	12/2/2022	12160	Grouchy John's Coffee LLC	VVCBF - Beverage Truck	272.00
91802	12/2/2022	12161	Two Chickens, LLC	VVCBF Somethin' Ta Taco 'Bout Food Truck	302.00
91804	12/2/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
91805	12/2/2022	1710	Henri Specialties	#42 - Soap Dispenser	139.20
91807	12/2/2022	1991	Lowe's Improvement	Operating & Small Equipment	1,099.44
91808	12/2/2022	2175	NV Energy	SVC 10/18/22 - 11/17/22 CH	10,145.51
91809	12/2/2022	2494	Southwest Gas Corp.	SVC 10/12/22 - 11/9/22	9,837.93
91810	12/2/2022	2648	United Parcel Service	Package Delivery 1022	550.00
91811	12/2/2022	2772	Xerox Corporation	Disconnected Device Fee	1,036.27
91812	12/2/2022	2838	Verizon Wireless	Service 10/15/22-11/14/22	21,225.45
91817	12/2/2022	3383	Home Depot Credit Services	Operating and Small Equipment	5,195.46
91818	12/2/2022	4432	Las Vegas Executives' Association	Annual Membership Dues for LVEA	500.00
91819	12/2/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
91820	12/2/2022	8501	The Original Roofing Company	CH: Roof Repairs	1,840.00
91821	12/2/2022	9426	Rapid Color, Inc.	Chad Scott Gallery Postcards	260.00
91822	12/2/2022	9966	The Sherwin-Williams Co.	WC - Wall Repair	73.02
91855	12/12/2022	10017	CDA Media Relations	Dec purchasing ad	350.00
91856	12/12/2022	10411	Julia P. Kantor	WH WC CC Holiday Programs 2022	9,000.00
91857	12/12/2022	10951	Vogue M. Robinson	WC Open Mic Classes - July/Aug/Sept	300.00
91858	12/12/2022	10963	Dynamic Gift LLC	New Free to Be Lanyards	1,200.00
91859	12/12/2022	10991	Transmission, Inc.	Video for Town Hall media reel	1,500.00
91860	12/12/2022	11589	Greenspun Media Group, LLC	1/4 p. Ad Greenspun	1,757.50
91861	12/12/2022	11724	Greenberg Traurig, LLP	Legal services rendered for trademark Counseling	666.00
91862	12/12/2022	11935	Work Institute, LLC	Monthly Fee November 2022	790.00
91863	12/12/2022	12049	Nehmen Kodner	Flyers	37.50
91864	12/12/2022	12181	Constitutional Media LLC	PVS deposit refund cont # 8173	412.00
91865	12/12/2022	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Sewer SVC 1/1/23 - 3/31/23 SM	2,211.77
91866	12/12/2022	2053	Matthew Bender & Co., Inc.	NV MRS set for metro	1,657.14
91867	12/12/2022	2097	Moapa Valley Telephone Co. Inc.	Telephone service - December	160.16
91868	12/12/2022	2159	AT&T SBC	Monthly service December	302.31
91869	12/12/2022	2175	NV Energy	SVC 10/25/22 - 11/23/22 EV	4,889.18
91870	12/12/2022	2234	Overton Power District #5	Power SVC 11/1/22 - 12/1/22 MQ	2,283.04
91871	12/12/2022	2494	Southwest Gas Corp.	SVC 10/25/22-11/23/22 SW	13,954.50
91872	12/12/2022	2772	Xerox Corporation	October xerox	982.30
91874	12/12/2022	2837	Republic Services # 620	Recycle SVC 12/1/22 - 12/31/22 SW	7,428.62
91875	12/12/2022	2854	FastSigns	WM - Refresh Book Drop	235.39
91876	12/12/2022	3495	GFOA	GP GAAFR Plus 01/01/23 - 12/31/23	65.00
91877	12/12/2022	4117	Television Monitoring Services, Inc.	Teentober KTNV	150.00
91878	12/12/2022	4297	Priority Business Checks	A/P checks	409.42
91879	12/12/2022	4540	Robert Half	A. Crimin w/e 12/2/22	3,821.63
91880	12/12/2022	5130	OverDrive Inc.	Online materials for FY 22-23	27,638.71
91881	12/12/2022	6817	Reliance Connects	Service December 2022	757.64
91885	12/12/2022	9191	Canon Solutions America, Inc.	Monthly Maint 10/20/22-11/19/22 -CH	7,427.02
91886	12/12/2022	9966	The Sherwin-Williams Co.	WM - Painting Refresh Book Drop	77.76
91887	12/13/2022	12186	Chantel Lerae Clark	PR Replacement 12.08.22	2,000.00
91888	12/13/2022	12186	Chantel Lerae Clark	PR Replacement 12.08.22	14,735.99
91889	12/15/2022	10253	Elizabeth Ann Foyt	Board comp for 12/8 Meeting	40.00
91890	12/15/2022	10995	Mosyle Corporation	Device Management of Mac Fleet, End: 10/21/23	3,672.00
91891	12/15/2022	11589	Greenspun Media Group, LLC	December Ads	1,681.50
91892	12/15/2022	12049	Nehmen Kodner	Order PUR019680	75.00
91893	12/15/2022	12056	JaNay Brown-Wood	Keynote Speech at YS Summit 2022	1,500.00
91894	12/15/2022	12122	Eat More Art LLC	No Snow Christmas 2022	1,500.00
91895	12/15/2022	12148	Pickles & Bear Cakes, LLC	Two veteran's month programs	425.00
91896	12/15/2022	12159	Asian Community Development Council	Gala	400.00
91897	12/15/2022	12180	i3screen	Order PUR019912	135.00
91898	12/15/2022	12182	Nevada Inaugural Committee	Gubernatorial Inauguration 1/23	5,000.00
91899	12/15/2022	12183	Hartford Int'l University for Religion and Peace	Order PUR019923	40.00
91900	12/15/2022	12184	Hunt Library - ILL	Order PUR019924	75.00
91901	12/15/2022	12187	Sonja Lokelani Grace	Refund 08.25.22 double pymt - S. Grace	17.55
91902	12/15/2022	2053	Matthew Bender & Co., Inc.	NV Court Rules anno 23 state v1	1,598.37
91903	12/15/2022	2097	Moapa Valley Telephone Co. Inc.	service 11/26/22-12/25/22	136.08
91904	12/15/2022	2159	AT&T SBC	Monthly service 12/01/22-12/31/22	46.93
91905	12/15/2022	2175	NV Energy	SVC 10/28/22 - 11/30/22	77,142.41
91906	12/15/2022	2494	Southwest Gas Corp.	SVC 10/28/22 - 11/30/22 SV	3,052.24
91907	12/15/2022	2648	United Parcel Service	Increase deposit - Shipper #864045	650.00
91908	12/15/2022	5246	Kelly D. Benaidez	Board comp for 12/8 Meeting	40.00
91909	12/15/2022	8473	RealVNC Ltd.	VNC Annual Renewal	6,037.50
91910	12/15/2022	8731	UNUM Life Insurance Co. of America	December 2022	299.40
91911	12/15/2022	9711	Jose L. Melendrez	Board comp for 12/8 Meeting	40.00
91912	12/15/2022	9895	National Benefit Services, LLC	Debit Card	439.50
91913	12/15/2022	9937	AFLAC Premium Holding	Premiums November 2022	2,475.74

Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

General Fund - 100  
From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
91914	12/15/2022	9945	Texas Life Insurance Company	December 2022	230.05
91915	12/15/2022	9966	The Sherwin-Williams Co.	CC - Patch & Paint	301.25
91916	12/16/2022	1458	State Collections & Disbursement Unit	Mandated Court Payment	679.60
91917	12/16/2022	5026	Nevada State Treasurer	Mandated Court Payment	4.00
Total 100 - General Fund					3,690,425.04

# Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

Grant Fund - 220  
From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16737	11/28/2022	8122	Staples Advantage Dept LA	Invoice PI033144	11.22
16850	12/12/2022	8122	Staples Advantage Dept LA	DICE DOT 36 MV	70.06
16855	12/12/2022	9383	Office Plus	OEM Toner HP	484.96
16858	12/12/2022	9483	Tecre Co., Inc.	Button making supplies	610.83
91769	11/21/2022	12173	Vasanth A. Munoz	Re-issue paycheck # 153295	1,970.32
Total 220 - Grant Fund					3,147.39

Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Gift Fund - 230

From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16704	11/21/2022	8122	Staples Advantage Dept LA	Pnt Mkr Pad Shts 12PD	215.35
16706	11/21/2022	8777	Windowwear	MQ-Roller Shades	3,445.00
16752	12/5/2022	10746	Santiago Ricoy	EV Robotics Instruction	800.00
16757	12/5/2022	11919	Jazz's Office, LLC	Foundation accounting	90.00
16796	12/5/2022	8122	Staples Advantage Dept LA	Wipes Personal (CH)	134.82
16813	12/12/2022	10523	Blake Hament	BBTTC instruction	800.00
91724	11/14/2022	12155	Green Our Planet	Hydroponics Units	20,000.00
91763	11/17/2022	9426	Rapid Color, Inc.	1000 Lil Learner Boxes	2,465.00
Total 230 - Gift Fund					27,950.17

# Final Regular Board of Trustees Meeting- January 19, 2023 - Item VI.- Library Reports

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

Capital Projects Fund - 510  
From 11/12/2022 through 12/16/2022

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
16719	11/28/2022	1457	Demco, Inc.	Demo for 3D Printing Project	3,115.66
16734	11/28/2022	6147	DG Koch Associates, LLC	EN: Replacing existing chiller /cooling tower	2,560.00
16743	11/28/2022	9648	Bailey Kennedy, LLP	Legal Correspondence for New WV Library-10912-019	20,600.00
16755	12/5/2022	11601	Vintage King Audio	Yamaha MBCL meter bridge	23,775.25
16790	12/5/2022	6147	DG Koch Associates, LLC	EN: Replacing existing chiller /cooling tower	3,840.00
16802	12/5/2022	9431	B&H Photo-Video	Order PUR019450	975.54
16803	12/5/2022	9454	Apple Inc.	Order PUR019383	5,742.00
16812	12/12/2022	10305	A Affordable Striping & Sealing LLC	WM: Pavement Marking, Elec. Vehicle Stencil	2,570.00
16817	12/12/2022	12054	Amazon Capital Services, Inc.	Amazon 12.15.2022	3,590.85
16822	12/12/2022	2035	Markertek	Order PUR019395	1,390.00
16850	12/12/2022	8122	Staples Advantage Dept LA	DICE DOT 36 MV	355.12
91752	11/17/2022	12112	Calderone Inc.	RB: Repair & Re-Install Handrails (4) in theater	7,476.32
91753	11/17/2022	12115	Today's Business Solutions	Equipment for Memory Lab Project	5,740.00
91754	11/17/2022	12141	Access Ingenuity	Fusion Pro Sftwr 25-User Non Enterprise Lic v2022	28,263.00
91785	11/23/2022	12107	HintonBurdick Nevada LLC	Progress billing	3,800.00
91799	12/2/2022	11883	Invengo American Corp.	Any Time Library - Balance Due	19,650.00
91803	12/2/2022	12174	State of Nevada	WC Chiller: Permit #1722 / Project 23-B032	3,555.30
91882	12/12/2022	7902	MTS IntegraTRAK, Inc.	Ann. Maint., End: 11/30/23	9,500.00
Total 510 - Capital Projects Fund					146,499.04
Total - All Funds					3,868,021.64





## ITEM VI.A.3.b.

### MEMORANDUM

**TO:** Board of Trustees through Mr. Kelvin Watson, Executive Director  
**FROM:** John Vino, General Services Director  
**DATE:** December 31, 2022  
**SUBJECT:** General Services Report, January 2023

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 December 2022.

#### **POWERFUL PLACES and POWERFUL PARTNERSHIPS**

##### **New West Las Vegas Library:**

**Architectural Services:** KME Architects has completed the schematic design phase for the new West Las Vegas Library. The project consists of an approximate 40,950 SF public library building, a 685 SF terrace and a 1,400 exterior central plant. Several work sessions were conducted by KME with the staff programming and the design committee throughout the schematic design process.

The budgeted project cost is currently- \$31,643,144.00.

Construction (40,950 SF\ \$638 SF)	\$ 26,126,100.00
Construction Contingency (4%)	\$ 1,045,044.00
<b>Total Construction</b>	<b>\$ 27,171,144.00</b>
FF&E (40,950SF @ \$30 per SF)	\$ 1,228,500.00
Architectural/ Fees/Permits/Insurance/Services	\$ 3,243,500.00
<b>Current Project Budget</b>	<b>\$ 31,643,144.00</b>

The current project schedule is:

Complete Schematic Design Phase - December 2022  
 Complete Design Development Phase - February 2023  
 Complete Construction Documents Phase - May 2023  
 Complete City Plan Check Review - June 2023  
 Finalize CMAR Construction Services Agreement - June 2023  
 Construction Start - July 2023  
 Construction End - November 2024  
 Complete FF&E Set-up and Move-in - November 2024  
 Open to Public - December 2024

**Agenda Item** - A schematic design phase presentation will be made by representatives from KME to the Board of Trustees at their January 19th meeting.

**Construction Manager at Risk (CMAR)**

At their December 8th meeting, the Board of Trustees approved contract award to CORE Construction to provide CMAR preconstruction services for the West Las Vegas Library Project.

Preconstruction services have commenced with CORE Construction preparing schematic design cost estimates for the project.

**Capital Improvement Projects****Agenda Item – Chiller Replacement Enterprise Library**

Funds are allocated in the capital projects fund to replace the HVAC system chiller at the Enterprise Library. The existing chiller unit is approximately 27 years old and needs replacing due to age and recurring maintenance issues. The most cost effective approach is to replace it versus investing in a progression of costly repairs.

Staff is requesting authorization to award a contract for the HVAC system chiller replacement at the Enterprise Library in accordance with Bid No. 23-04 to Mesa Energy Systems, for the amount of \$ 453,023

**POWERFUL PARTNERSHIPS****Anytime Library:**

Working with District staff, we have started the planning for the relocation of the Anytime Library Kiosk to the Sunrise Hospital. We are currently working with Sunrise Hospital to develop a logistic plan for the move, as well as working with BAM to develop a template that would allow the kiosk to receive a promotional wrap.

**POWERFUL PLATFORMS****Electrical Charging Stations**

We continue to open additional EV Charging Stations as part of the District's commitment to sustainability, as well as our goal to provide convenient and reliable charging stations at our branch locations. In December, the Summerlin Library EV Station was opened joining our other locations of East Las Vegas Library, Clark County Library and the Windmill Library. Centennial Hills Library recently received its permit and should be opening in late January.

All new EV installations have been approved for rebates through NV Energy's Economic Recovery Transportation Electrification Plan (ERTEP).

**Branding Implementation Signage Bid Package:**

Due to extensive cost variations, as well as questionable line item costing, the District has chosen to rebid this project. An updated RFP was created to clarify the bidding requirements, as well as specifications, signage locations, dimensions, materials, and hardware requirements. The new RFP was advertised and made available on November 21, 2022, the bid opening was held on December 14th, 2022 and a total of 6 bids were received.

**Agenda Item** – An Evaluation committee is reviewing all responsive Bid Proposals based upon the information contained in the Bid Proposals including Experience, Reliability, Expertise,

Technical Capabilities, Pricing and References. We anticipate bringing the contract award for the successful bidder for Board approval at the January Board meeting.

**Safety and Security Update:**

General Services provided support to Programming and Venue Services to provide additional Security Guards for approximately 56 special events that occurred through the month of December.

General Services Safety Manager continues to conduct Management of Aggressive Behavior (MOAB) training to all District PIC's and has arranged for the Southern Nevada Counter Terrorism Task Center (SNCTC) to present multiple "If See Something Say Something" classes for any interested staff.

General Services continues to supply COVID at-home test kits to all of our branches, for staff as well as patron use. Tests will be distributed as needed until our supply has been depleted. The FDA currently extended the expiration dates of the at-home test kits to August 2023. General Services also has continued the application of enhanced cleaning procedures throughout the District.

## ITEM VI.A.3.c.



### MEMORANDUM

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

**FROM:** Jeff Serpico, Human Resources Director

**DATE:** December 31, 2022

**SUBJECT:** Human Resources (HR) Report, January 2023

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

Section (2) of this report, *Transactional Activity & Key Metrics*, covers administrative transactions (volumes) and key HR measures such as Turnover, Vacancy Rate, Training and Diversity. The section is presented as two separate dashboard reports (attached). Please note section (2) covers the activity from July 1, 2022 to December 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
  - Koff Staff Pay Grade Assignments Evaluation/New Structure - Complete
  - Final Cost Analysis for Budget - 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 - Complete
  - Financial Wellness - August 2022 (Empower Retirement Ongoing)
  - Work/Life Balance - Included
  - Updated Wellness Program (Mental Health, Financial Health, Work Life Balance) - Program Design Complete to Launch in March
- **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 - Complete
  - Town Hall meeting #3 (Post-Game - Date July 19) - Complete
  - Town Hall meeting # 4 (Half-Time - Date December 6) - Complete
  - 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 (NLO - Finance scheduled for March 1,2)
  
- **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)
      - WorkTango - Complete
      - Culture Amp - Complete
    - Survey Provider final review (A-Team) - Complete (Work Tango selected) - Complete
    - Survey Contract & Work/Communication Plan - Contract Signed - (Targeting Spring Survey)
  - Outreach sub-group established
    - Action Plan (Hispanic outreach) - In-process
      - Cristo Rey
        - Cristo Rey Site Visit - Complete
        - Cristo Rey Contract - In Review
      - Employ NV Youth (WEX)
        - Program Reviewed - Complete
        - Positions Identified - Complete
        - Actively accepting candidates - In process
    - Survey sub-group (established)
      - Planning meetings being scheduled
        - Kickoff Meeting - Complete
      - HRIS Review - 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

- **New Administrative Team Performance Appraisal**
  - Draft Tool - Complete
  - HRIS Review - In process

**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)

1/12/2023

## LVCCCLD HR DASHBOARD

FY2022-2023

LVCCCLD		FY 2022-2023 HUMAN RESOURCES DASHBOARD													Metric							
		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	638	644	647	650							NA	645.83	618.25	642.36	A				
B	Full-Time Employees 60 hours or more (Headcount)	333	335	338	341	341	346							NA	339.00	323.75	309.64	B				
C	Part-Time Employees 59 hours or less (Headcount)	318	310	300	303	306	304							NA	306.83	294.50	332.73	C				
D	Full-Time-Equivalent (FTE-District)	NA	NA	NA	NA	NA	NA							NA	NA	NA	NA	D				
E	Average Years of Service (District)	10.1	10.0	10.0	10.0	10.0	10.0							NA	10.02	10.8	9.59	E				
Talent Acquisition & Management																						
F	Open Positions (Budget) = 778	127	133	140	134	131	128							NA	132.17	159.75	136.00	F				
G	Positions Posted (Approved to Fill)	14	14	12	15	19	12							NA	14.33	12.67	7.00	G				
H	Applications Received	492	903	558	965	741	585							4241	706.83	525.08	507.00	H				
I	Interviews Conducted	11	13	17	10	18	5							74	12.33	12.83	5.55	I				
J	New Hires	17	11	7	16	15	11							77	12.83	11.42	2.45	J				
K	Promotions	7	2	4	6	2	3							24	4.00	5.67	3.73	K				
L	Lateral Transfers	1	1	1	1	2	2							8	1.33	1.00	1.10	L				
M	Demotions	1	1	0	0	0	1							3	0.50	0.42	0.55	M				
N	Employees Successfully Completing Probationary Period	5	6	3	25	14	4							57	9.50	3.67	1.55	N				
O	(1) Average Cost Per New Hire	\$36,603.42	\$36,157.23	\$32,749.80	\$51,408.47	\$42,129.26	\$27,369.59							\$216,418	\$36,070	\$38,671	\$10,336	O				
Separations & Turnover																						
P	Total Separations from Employment	15	14	13	10	14	10							76	12.67	9.50	10.00	P				
Q	Voluntary Separations	15	13	13	7	11	9							68	11.33	8.67	9.45	Q				
R	Involuntary Separations	0	1	0	3	3	1							8	1.33	0.83	0.55	R				
S	Turnover (Entire District)	2.30%	2.17%	2.04%	1.71%	2.18%	1.56%							11.96%	1.99%	1.54%	1.60%	S				
T	Turnover (Without Page Positions)	1.53%	0.67%	1.40%	0.78%	1.60%	1.25%							7.18%	1.20%	0.94%	2.19%	T				
U	Annualized Twelve Month Turnover (Entire District)	27.60%	26.85%	26.05%	24.67%	24.97%	23.92%							NA	25.68%	18.72%	26.05%	U				
V	Vacancy Rate (Open Positions) / (Total Employees + Open Positions)	16.32%	17.10%	17.99%	17.22%	16.84%	16.45%							NA	16.99%	20.53%	17.49%	V				
W	Average Years of Service (Voluntary Separations)	3.1	3.0	6.9	3.6	4.2	5.5							NA	4.4	5.5	10.1	W				
X	Average Years of Service (Involuntary Separations)	0	5.4	0.0	0.3	2.5	0.0							NA	1.4	3.5	3.4	X				
Training & Talent Development																						
Y	Employee Attending New Hire Orientation	17	9	8	16	15	11							76	12.67	11.50	2.45	Y				
Z	Total Employee Training Encounters	214	36	32	40	117	87							526	87.67	97.33	92.73	Z				
AA	Virtual	4	4	19	9	12	20							68	11.33	49.75	81.82	AA				
BB	Live On-Site	199	18	10	25	92	60							404	67.33	42.83	7.09	BB				
CC	External Conferences	11	14	3	6	13	7							54	9.00	6.00	3.82	CC				
DD	Total Training Cost	\$12,659	\$6,118	\$3,988	\$6,010.78	\$3,621	\$17,280							\$49,677	\$8,280	\$5,337	\$5,031	DD				
EE	Total Tuition Reimbursements	\$0.00	\$952.00	\$0	\$0	\$0.00	\$16,178							\$17,130	\$2,855	\$1,417	\$3,193	EE				
FF	Undergraduate	\$0.00	\$0.00	\$0.00	\$0	\$0.00	\$1,436							\$1,436	\$239	\$284	\$652	FF				
GG	Graduate	\$0.00	\$952.00	\$0	\$0	\$0.00	\$13,569							\$14,521	\$2,420	\$1,132	\$2,541	GG				
GG2	Certification	-	-	-	-	-	\$1,173							\$1,173	\$1,173			GG2				
HH	(2) Annual Required Compliance Training Completion (New January)	90.8%	89.00%	93.50%	92.33%	92.62%	45.00%							NA	83.88%	95.28%	NA	HH				
Benefits & Wellness																						
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	0	0	1	3	4	2							NA	1.67	1.58	5.00	II				
JJ	Total Leave Hours Utilized	0.00	0.00	80.00	240.00	320.00	180.00							800.00	133.33	115.00	269.09	JJ				

(1) 8% of Base Salary if less than \$35,000 &amp; 10.5% of Base Salary if Greater than \$35,000 (Source SHPRA 2021)

Restate in Yellow

(2) January 23 - Begin new compliance training cycle

\* Annual



[illegible]



## ITEM IX.A.1.

### AGENDA ITEM

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#### JANUARY 19, 2023 MEETING OF THE BOARD OF TRUSTEES

##### Agenda Item# IX.A.1.:

Discussion and possible Board action regarding contract award for Branding Implementation Signage.

##### Background:

Funds are allocated in the Capital Projects Fund for Branding Implementation Signage project the scope includes furnishing all labor, equipment and materials for the fabrication and installation of new signage at various branch locations throughout the District.

A Request for Proposal was advertised in the *Review-Journal* and posted on the District's website on November 21, 2022. The RFP was emailed to minority Chambers of Commerce and posted on the Nevada Government eMarketplace (NGEM). The bid opening was held on December 14th, 2022 and a total of 6 bids were received.

Evaluation of Bid Proposals will be conducted by an Evaluation Committee. The committee evaluated all responsive Bid Proposals based upon the information contained in the Bid Proposals including Experience, Reliability, Expertise, Technical Capabilities, Pricing and References. The committee scored and rank all responsive Bid Proposals to determine a finalist.

The evaluation team was comprised of the following individuals:

Betsy Ward, Branding and Marketing Director - LVCCLD  
 Cierra Pedro, Graphic Designer, Branding and Marketing -LVCCLD  
 Fernando Rosette, Facilities Manager, General Services - LVCCLD  
 Cherrie DeLaney, Purchasing Manager, General Services - LVCCLD  
 John Vino, General Services Director - LVCCLD

Following are the proposal evaluation results:

Ranking	Company	Score	Proposed Cost
1	Image360	896	\$ 313,300.00
2	Motivational Systems, Inc.	708	\$ 586,299.00
3	ARC Document Solutions	696	\$ 221,532.00
4	Taylor Print & Visual	632	\$ 686,016.00
5	Sniper Marketing, LLC	612	\$ 354,380.00
6	Blink Signs	490	\$ 489,608.00

Image360 was unanimously selected for recommendation for contract award.

The Disclosure of Ownership/Principals Form for Image360 is attached.

**Recommended Action:**

Motion to authorize staff to award a contract for the Branding Implementation Signage in accordance with Bid No. 23-07 to Image360 for the a contract amount of \$313,300.

**DISCLOSURE OF OWNERSHIP/PRINCIPALS**

<b>Business Entity Type (Please select one)</b>						
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Privately Held Corporation	<input type="checkbox"/> Publicly Held Corporation	<input type="checkbox"/> Trust	<input type="checkbox"/> Non-Profit Organization
<b>Business Designation Group (Please select all that apply)</b>						
<input type="checkbox"/> MBE	<input type="checkbox"/> WBE	<input type="checkbox"/> SBE	<input type="checkbox"/> PBE	<input type="checkbox"/> VET	<input type="checkbox"/> DVET	<input type="checkbox"/> ESB
Minority Business Enterprise	Women-Owned Business Enterprise	Small Business Enterprise	Physically Challenged Business Enterprise	Veteran Owned Business	Disabled Veteran Owned Business	Emerging Small Business
<b>Number of Clark County Nevada Residents Employed:</b>						
<b>Corporate/Business Entity Name:</b>		Probus, LLC				
<b>(Include d.b.a., if applicable)</b>		dba: Image360				
<b>Street Address:</b>		6290 S. Pecos, Suite 600		<b>Website:</b> <a href="https://lasvegassouthnv.image360.com/">https://lasvegassouthnv.image360.com/</a>		
<b>City, State and Zip Code:</b>		Las Vegas, NV 89120		<b>POC Name:</b> Tina Ayala <b>Email:</b> <a href="mailto:tina@image360lvs.com">tina@image360lvs.com</a>		
<b>Telephone No:</b>		(702) 733-8822		<b>Fax No:</b>		
<b>Nevada Local Street Address:</b> (If different from above)				<b>Website:</b>		
<b>City, State and Zip Code:</b>				<b>Local Fax No:</b>		
<b>Local Telephone No:</b>				<b>Local POC Name:</b> <b>Email:</b>		

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

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

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

Full Name	Title	% Owned (Not required for Publicly Traded Corporations/Non-profit organizations)
Andrew Anderson ("Andy")	President	100%

Please answer Questions 1 - 2 below:

- Are any individual members, partners, owners or principals, involved in the business entity, a LVCCLD full-time employee(s), (or appointed/elected official(s))?  
 Yes ☐ No ☒ (If yes, please note that the employee(s), or appointed/elected official(s) may not perform any work on professional service contracts, or other contracts, which are not subject to competitive bid.)
- Do any individual members, partners, owners or principals have a spouse, registered domestic partner, child, parent, in-law or brother/sister, half-brother/half-sister, grandchild, grandparent, related to a LVCCLD full-time employee(s), or appointed/elected official(s)?  
 Yes ☐ No ☒ (If yes, please complete the Disclosure of Relationship form on Page 2.)

I certify under penalty of perjury, that all of the information provided herein is current, complete, and accurate. I also understand that management will not take action on any item without the completed disclosure form.

Andy Anderson  
 Signature  
 President  
 Title

Andy Anderson  
 Print Name  
9/20/2022  
 Date

REVISED December 18, 2018

## DISCLOSURE OF RELATIONSHIP

**If you answered Yes to any question on the previous page,  
please provide the information requested below.**

**Disclosures:**

Name of Business Owner/ Principal	Name of LVCCLD Employee/ Official	Relationship To LVCCLD Employee/ Official	Employee's/ Official's Department
N/A			

"Consanguinity" is a relationship by blood. "Affinity" is a relationship by marriage.

"To the second degree of consanguinity" applies to the candidate's first and second degree of blood relatives as follows:

- Spouse – Registered Domestic Partners – Children – Parents – In-laws (first degree)
- Brothers/Sisters – Half-Brothers/Half-Sisters – Grandchildren – Grandparents – In-laws (second degree)

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***For Internal Use Only:***

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

Yes      No      Is the LVCCLD employee(s) noted above involved in the contracting/selection process for this particular contract?

Yes      No      Is the LVCCLD employee(s) noted above involved in any way with the business in performance of the contract?

Notes/Comments:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name  
Authorized Department Representative



## ITEM IX.A.2.

### AGENDA ITEM

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#### JANUARY 19, 2023 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item# IX.A.2.:**

Discussion and possible Board action regarding contract award for the HVAC system chiller replacement at the Enterprise Library.

##### **Background:**

Funds are allocated in the capital projects fund to replace the HVAC system chiller at the West Charleston Library. The existing chiller unit is approximately 27 years old and needs replacing due to age and recurring maintenance issues. The most cost effective approach is to replace it versus investing in a progression of costly repairs.

An Invitation to Bid was advertised in the *Review-Journal*, posted on the District's website, emailed to minority Chambers of Commerce as well as listed on NGEM (Nevada Government E-Market Place). The bid opening was held on January 5, 2023. A total of five bids were received. The bid results are as follows:

Bidder	Bid Amount
Mesa Energy Systems	\$453,023.00
US Mechanical, LLC	\$470,000.00
Ryan Mechanical, Inc.	\$482,000.00
Harris	\$510,000.00
ACCO Engineered Systems	\$671,696.00

The lowest responsive and responsible bidder is Mesa Energy Systems

The Disclosure of Ownership/Principals Form for Mesa Energy Systems is attached.

##### **Recommended Action:**

Motion to authorize staff to award a contract for the HVAC system chiller replacement at the Enterprise Library in accordance with Bid No. 23-04 to Mesa Energy Systems, for the amount of \$453,023; and to authorize staff to award the contract to the next lowest responsive and responsible bidder if Mesa Energy Systems, fails to comply with the contract documents and construction specifications or fails to execute the contract.

## ATTACHMENT 11 - DISCLOSURE OF OWNERSHIP/PRINCIPALS AND RELATIONSHIPS RFP NO. 23-04 CHILLER REPLACEMENT – ENTERPRISE LIBRARY

### Purpose of the Form

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

### General Instructions

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

### Detailed Instructions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

If YES, complete the Disclosure of Relationship Form.

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

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

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

# ATTACHMENT 11 - DISCLOSURE OF OWNERSHIP/PRINCIPALS

## RFP NO. 23-04 CHILLER REPLACEMENT – ENTERPRISE LIBRARY

THREE (3) APPARENT LOW BIDDERS MUST SUBMIT BOTH DISCLOSURE FORMS TO OWNER  
BY 12:00 NOON ON THE NEXT BUSINESS DAY FOLLOWING THE BID OPENING.

<b>Business Entity Type (Please Check one)</b>							
Sole Proprietorship <input type="checkbox"/>	Partnership <input type="checkbox"/>	Limited Liability Company <input type="checkbox"/>	Corporation <input checked="" type="checkbox"/>	Trust <input type="checkbox"/>	Non-Profit Organization <input type="checkbox"/>	Other <input type="checkbox"/>	
<b>Business Designation Group (Please CHECK ALL that apply)</b>							
MBE <input type="checkbox"/>	WBE <input type="checkbox"/>	PBE <input type="checkbox"/>	ESB <input type="checkbox"/>	SBE <input type="checkbox"/>	LBE <input checked="" type="checkbox"/>	NBE <input type="checkbox"/>	
Minority Business Enterprise	Women-Owned Business Enterprise	Physically Challenged Business Enterprise	Emerging Small Business*	Small Business Enterprise	Large Business Enterprise	Nevada Business Enterprise	
*ESB must be certified by the Governor's Office of Economic Development							
Number of Clark County Nevada Residents Employed:			53				
Corporate/Business Entity Name:		Mesa Energy Systems, Inc.					
(Include d.b.a., if applicable)		EMCOR Services Nevada					
Street Address:		2 Cromwell					
City, State, and Zip Code:		Irvine, CA 92618		Contact Name:		Jeff Budzinski	
Telephone No:		949-460-0460		Title:		Vice President	
Fax No:		949-460-8833		Email:		jbudzinski@emcor.net	
Nevada Local Street Address: (If different from above)		6295 S. Pearl St. Suite 1400		Website:		www.emcornevada.com	
City, State and Zip Code:		Las Vegas, NV 89120		Local Contact Name:		Jeff Budzinski	
Local Telephone No:		702-597-0314		Title:		Vice President	
Local Fax No:		702-597-0303		Email:		jbudzinski@emcor.net	

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

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

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

FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)
Robert A. Lake	President	Publicly Traded
Charles G. Fletcher, Jr.	Executive Vice President	Publicly Traded

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

Signature Jeffery A. Budzinski

Vice President

Title

Jeff Budzinski

Print Name

01/04/2023

Date



**ATTACHMENT 11 - DISCLOSURE OF RELATIONSHIPS**  
**RFP NO. 23-04 CHILLER REPLACEMENT – ENTERPRISE LIBRARY**

**THREE (3) APPARENT LOW BIDDERS MUST SUBMIT BOTH DISCLOSURE FORMS TO OWNER  
 BY 12:00 NOON ON THE NEXT BUSINESS DAY FOLLOWING THE BID OPENING.**

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

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

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

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

**CONTRACTOR SIGNATURE BLOCK**

Legal Name of Bidder (Prime Contractor) As It Should Appear on Contract	Mesa Energy Systems, Inc. dba EMCOR Services Nevada
Name of Bidder's Authorized Representative	Jeff Budzinski
Title of Bidder's Authorized Representative	Vice President
Signature of Bidder's Authorized Representative	<i>Jeffrey A. Budzinski</i>
Today's Date	01/04/2023

***Below for LVCCLD Use Only:***

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

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

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

Notes/Comments: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_



## ITEM IX.A.3.

### AGENDA ITEM

#### JANUARY 19, 2023 MEETING OF THE BOARD OF TRUSTEES

##### Agenda Item# IX.A.3.:

Discussion and possible Board action regarding approval of the schematic design phase for the West Las Vegas Library.

##### Background:

KME Architects has completed the schematic design phase for the new West Las Vegas Library. The project consists of an approximate 40,950 SF public library building, a 685 SF Terrace and a 1,400 exterior central plant. Several work sessions were conducted by KME with the staff programming and design committee throughout the schematic design process.

The budgeted project cost is currently- \$31,643,144.00.

Construction (40,950 SF\ \$638 SF)	\$ 26,126,100.00
Construction Contingency (4%)	\$ 1,045,044.00
<b>Total Construction</b>	<b>\$ 27,171,144.00</b>
FF&E (40,950SF @ \$30 per SF)	\$ 1,228,500.00
Architectural/ Fees/Permits/Insurance/Services	\$ 3,243,500.00
<b>Current Project Budget</b>	<b>\$ 31,643,144.00</b>

The current project schedule is:

Complete Schematic Design Phase - December 2022  
 Complete Design Development Phase - February 2023  
 Complete Construction Documents Phase - May 2023  
 Complete City Plan Check Review - June 2023  
 Finalize CMAR Construction Services Agreement - June 2023  
 Construction Start - July 2023  
 Construction End - November 2024  
 Complete FF&E Set-up and Move-in - November 2024  
 Open to Public - December 2024

A narrative of the project and drawings depicting the building site plan, floor plan, and exterior elevations are included in the attached document. A formal presentation will be made by representatives from KME at the Board meeting.

**Recommended Action:**

Motion to approve the schematic design phase for the West Las Vegas Library and to authorize staff to have KME Architects proceed with the design development phase.

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

kme  
ARCHITECTS

# SCHEMATIC DESIGN SUBMITTAL



January 19, 2023

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November 30, 2022

Las Vegas-Clark County Library District  
7060 W. Windmill Lane  
Las Vegas, NV 89113

Attn: John Vino, General Services Director

Re: West Las Vegas Library

Dear Mr. Vino,

As of today, we have submitted the 30% design. The milestone includes the following:

1. Drawings Progress Set – Civil, Landscape, Architectural, Mechanical, Electrical, Telecommunications, Plumbing Landscape, and Artistic
2. Narratives – Landscape, LEED, LEED Scorecard and Sustainable Design Requirements, Fire Protection, Electrical and Telecommunications, Acoustics, and Artistic
3. Interior Design + Experiential Design Presentation

Other items to note at this milestone include:

1. Square footage reconciliation per design process to date. We are currently at the following size per this submittal:

Building	40,950 SF
Terrace	685 SF
Central Plant	1400 SF

We continue to be excited for the next steps in this project that the design team will continue to meet all the highest hopes expressed for this project.

Please call if you have any questions or comments.

Sincerely,

Melvin Green, Principal  
KME Architects  
5195 S. Durango Drive Suite 103  
Las Vegas, NV 89113  
P 702-888-2088  
[melvin@kmearchitects.com](mailto:melvin@kmearchitects.com)



**Chase R. McCurdy**

KME Architects

West Las Vegas Library

Report Three - Narrative

30% Completion Presentation

November 29, 2022

**Overall Narrative Concept**

The overall narrative concept of the West Las Vegas Library will center around the main theme of EDUCATION while utilizing art to connect the PAST-PRESENT-FUTURE.

**EDUCATION** as theme

The library is a space whose main function is learning. We will take this idea and make the West Las Vegas Library a place where patrons will learn just by setting foot in the space. Each area of the library will reference related aspects of Historic Westside history and community, but please note that these categories can easily be expanded to include national figures and points of interest if the desire or need is there. This referencing can come in the form of the naming of individual spaces as well as content presented in photo, video or other format.

The particular areas of the library with potential for unique content are as follows:

- Interior Courtyard - this area will reference moments and scenes of community gathering in the neighborhood. This narrative thread will serve to inform and inspire how we hope the community uses the space moving forward.
  - Ex. March on the strip, Jackson Ave., images notable community gatherings and events
- Lobby and Interior Reading Areas - with the lobby as the central interior space it should speak to a majority of library patrons. To accomplish this I suggest a celebration of minority literary and educational figures. This should specifically include African American, Mexican American and Indigenous American figures, places, events and literary works. We can also showcase history of the West Las Vegas Library from D St. to the newest building we are working on
  - Ex. Mabel Hoggard, Barbara Kirkland, HP Fitzgerald, Helen Toland, photographs of previous libraries, Las Vegas Grammar School #1 (Westside School), Paiute/Nuwuvi historical notes
- Event Center - in this space we will highlight notable meeting spaces throughout the neighborhood over its history, these references will help create an atmosphere of community gathering and meeting
  - Ex. Reference history of community events at previous library
- Art Gallery - this space presents an opportunity to celebrate art and artists related to the Historic Westside. From individual art figures and early art spaces to images of murals throughout the neighborhood. Short narrative of the arts in the community over time.
  - Ex. Vicki Richardson, Benny Cassel's art space in the Lake Mead & MLK area, Left of Center Art Gallery, mural photographs, photographs of sculptures in the area
- Children's Area - this area should be kept simple and vibrant, I don't believe there is a need to get into any sort of deep history or messaging in this space. The focus here should be color and multimedia (images, video, audio)
  - Ex. Imagery of young people in the community, historical to contemporary
- Innovation Lab - TBD
- Business Center - This is where we highlight historic businesses and business people as well as community organizations devoted to business advancement
  - Ex. Jackson Commercial District, Bob Bailey, Woodrow Wilson and Westside Credit Union, John Edmond and Golden West Shopping Center, Economic Opportunity Board, Urban Chamber of Commerce
- Multimedia - This area will draw upon media related entities, programs and people specific to the history of the westside
  - Ex. The Voice Newspaper, Talk of the Town TV Program (1st all Black produced tv show in United States), KCEP 88.1 radio station

**PAST - PRESENT - FUTURE** as unifying art idea

The westside is a very proud and historic community that, like many others, is working to cement its history while contending with the future changes to come. This is where the artwork on campus can really shine. I recommend one central sculptural artwork in the front porch area facing MLK, as well as a series of smaller sculptural works that are conceived as a group to be installed in the interior courtyard. The front porch artwork should speak to the overall idea of the library as a place for learning by creating the sensation of discovery, curiosity and possibility. The interior courtyard works should speak to the culture and community of the Historic Westside as we know it and have known it. This can be accomplished by creating sculptural works that act as part of the environment (seating, lighting, way finding, etc.), or create a unique atmosphere within the existing environment.

At this stage I believe we have two options as far as sculptural art development:

1. Begin the process of internally identifying an artist or artist team we would like to commission for original art works
2. Work with Library District or Clark County Public Art to put together an open call for sculptural commissions

Additionally:

- I recommend the development of at least one art activation that invites patron interaction
- Mural/wall art
  - Interior spaces, children's area, restrooms, etc.

**Final Thoughts**

The Historic Westside is a rich community that can generate more than enough content to create as historical as a space as desired. As the final design of the space comes together and we have a clear idea of the interior space we will be able to curate the story as needed.

**Supplemental Notes****Content**

There are various forms of content that can be used to reinforce the narrative concepts:

- Photographs
  - Portraits of community leaders
  - Historical scenes
  - Documentary style/people at work
- Text
  - Quote selections from related oral histories
  - Place and people names
  - Historical and informational narrative blurbs
- Video
- Audio

**Potential Content Applications**

- Built-in stand alone elements with text, imagery etc.
- Designed into the environment through etching, embossing, inset images etc.
- Technologically mediated experiences
  - Programmable codes designed into build spaces that display digital information through a handheld device (augmented reality)
  - Inset screens throughout the campus
  - Directional speakers throughout the campus with pre-made audio clips
- \* The technologically mediated options allow for a continual and ongoing curating of the historical/informational experience. This in turn can help in our creating the feeling of a *living* space where some aspects are static while others continue to flow with and adapt to change



# WEST LAS VEGAS LIBRARY

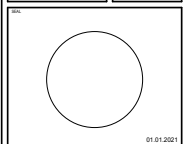
## XXX MARTIN LUTHER KING BLVD. LAS VEGAS, NV 89106



**KME ARCHITECTS**  
5195 S. DURANDO DR., SUITE #103  
LAS VEGAS, NV 89113  
P: 702.888.2088  
FAX: 702.888.2089  
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01-21-2023

DRAWING ISSUE LOG	
DATE	DESCRIPTION
01/11/23	30% DESIGN DEVELOPMENT

**WEST LAS VEGAS LIBRARY**  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

**COVER & INFORMATION SHEET**

REVISIONS

KME JOB NO. 2521-028  
DRAWN BY: KME

SHEET NO.  
**A0.00A**

### ARCHITECT



KME ARCHITECTS  
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SUITE #970  
HOUSTON, TX 77057  
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### OWNER

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

LAS VEGAS CLARK  
COUNTY LIBRARY  
DISTRICT  
7060 W. WINDMILL LN  
LAS VEGAS, NV 89113  
P: 702.507.6206  
WWW.THELIBRARYDISTRICT.ORG

### CONSULTANTS

**CIVIL**  
WOOD RODGERS  
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Suite 200,  
Las Vegas, NV 89123  
P: 702.790.5530

**GEO TECH**  
UNIVERSAL ENGINEERING  
4480 W. Hacienda Ave  
Suite 104,  
Las Vegas, NV 89118  
P: 702.953.9436

**LANDSCAPE ARCHITECT**  
LAGE DESIGN  
314 S. Water Street,  
Suite 120  
Henderson, NV 89015  
P: 702.297.6184

**STRUCTURAL**  
KEG ENGINEERS  
1701 W. Charleston Blvd.,  
Suite 610  
Las Vegas, NV 89102  
P: 702.483.6666

**ELECTRICAL/ MECHANICAL/  
PLUMBING/  
TELECOMMUNICATIONS**  
HPA CONSULTING ENGINEERS  
6280 South Valley View Blvd.,  
Suite 416  
Las Vegas, NV 89118  
P: 775.685.0136

**LEED**  
GRN VISION  
606 S. 9th St.,  
Las Vegas, NV 89101  
P: 702.242.0625

**FIRE PROTECTION**  
TERP CONSULTING  
1604 S Maryland Pkwy,  
Las Vegas, NV 89104  
P: 702.953.9436

**ROOFING/ CURTAIN  
WALL CONSULTANT**  
CDC  
2400 S Cimarron  
Suite 125,  
Las Vegas, NV 89117  
P: 702.953.9436

**AUDIO/ VISUAL**  
JLLP  
6745 S Eastern Ave  
Suite 7,  
Las Vegas, NV 89119  
P: 702.953.9436

**ACOUSTIC**  
SCHWOB ACOUSTICS  
8256 Avenus Pl,  
Las Vegas, NV 89117  
P: 702.677.8108

**MARKETING/  
COMMUNITY LIAISON**  
SUMNU  
1951 Stella Lake Street  
Suite 7  
Las Vegas, NV 89106  
P: 702.562.6397

CHASE MCCURDY  
2900 El Camino Ave  
Suite 148,  
Las Vegas, NV 89102  
P: 702.790.5530

30% DESIGN DEVELOPMENT

Architectural drawing showing multiple sheets of a project, including a SHEET INDEX and various architectural drawings (e.g., ARCHITECTURAL, MECHANICAL, ELECTRICAL, PLUMBING, LANDSCAPE, STRUCTURAL, TELECOMMUNICATION).

The drawing is organized into a grid of sheets, with a central SHEET INDEX and various architectural drawings (e.g., ARCHITECTURAL, MECHANICAL, ELECTRICAL, PLUMBING, LANDSCAPE, STRUCTURAL, TELECOMMUNICATION).

Key elements visible include:

- SHEET INDEX:** A central grid listing sheet numbers and titles.
- ARCHITECTURAL:** Drawings of building sections and details.
- MECHANICAL:** Drawings of mechanical systems and equipment.
- ELECTRICAL:** Drawings of electrical systems and wiring.
- PLUMBING:** Drawings of plumbing systems and fixtures.
- LANDSCAPE:** Drawings of outdoor spaces and landscaping.
- STRUCTURAL:** Drawings of structural elements and foundations.
- TELECOMMUNICATION:** Drawings of communication systems and networks.

The drawing is a professional architectural representation, likely for a construction project, showing the layout and details of various building systems and spaces.

# IMPROVEMENT PLANS FOR WEST LAS VEGAS LIBRARY

**APN: 139-21-313-014 & 139-21-313-028  
AND A PORTION OF 139-21-313-019**

**OWNER**  
CITY OF LAS VEGAS  
400 S MAIN STREET  
LAS VEGAS, NV 89101  
PHONE: (702) 228-6272

**DEVELOPER**  
CITY OF LAS VEGAS  
400 S MAIN STREET  
LAS VEGAS, NV 89101  
PHONE: (702) 228-6272

## SITE DATA

APN: 139-21-313-014, 139-21-313-028 & A  
TOTAL AREA: 5.25 ACRES  
ZONING: PLANNED BUSINESS PARK DISTRICT (C-PB)

## BASIS OF BEARINGS

AND NORTH AS DEFINED BY THE CENTRAL MERIDIAN OF THE NEVADA  
COORDINATE REFERENCE SYSTEM (NCRS), LAS VEGAS AND LAS VEGAS  
HIGH ELEVATION ZONES, NORTH AMERICAN DATUM OF 1983 (NAD83), AND  
NORTH ARROW BEING COINCIDENT WITH 11-45W WEST OF THE GREENWICH  
MERIDIAN.

## BENCHMARK

CITY OF LAS VEGAS BENCHMARK

MINIMUM 10' ELEVATION  
A BULLET AND PLATE IN TOP OF CURB AT THE NW CORNER OF LAKE  
MEAD BLVD & CONSTRUCTION  
ELEVATION: 425.61 (METERS)  
3,022.52 FEET  
CITY OF LAS VEGAS SURVEY BENCHMARK INTERACTIVE MAP (NAD83)

## LEGAL DESCRIPTION

APN: 139-21-313-014, 139-21-313-028 & PORTION OF 139-21-313-019  
A PORTION OF THE SOUTHWEST QUARTER (OR S) SECTION 21, TOWNSHIP 20,  
RANGE 81 EAST, N.M.S. CITY OF LAS VEGAS, CLARK COUNTY, NEVADA

## FLOOD ZONE NOTE

AS SHOWN BY FLOOD INSURANCE RATE MAP NO. 13053C2140F, DATED  
NOVEMBER 16, 2011, THIS SITE IS LOCATED IN ZONE "X" WHICH ARE AREAS  
DETERMINED TO BE OUTSIDE THE 1% ANNUAL CHANCE FLOODPLAIN.

## LINE LOCATE NOTE

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THIS SURVEY. NO REPRESENTATION IS MADE AS TO THE ACCURACY,  
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## CIVIL ENGINEER:

JOSE A. RODRIGUEZ, P.E., CIVIL  
J.A.RODRIGUEZ@WOODRODGERS.COM

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8345 W. SUNSET RD. STE. 100 TOLSON, NV 89115  
LAS VEGAS, NV 89115 FAX 916.341.7797

## ENGINEERS STATEMENT

THESE PLANS, SHEETS 1 THROUGH 13, HAVE BEEN PREPARED IN ACCORDANCE  
WITH ACCEPTED ENGINEERING PROCEDURES AND STANDARDS, AND ARE IN  
SUBSTANTIAL COMPLIANCE WITH APPLICABLE STATE, CITY ORDINANCES, STANDARDS,  
TENTATIVE MAP REQUIREMENTS AND CITY COUNCIL ORDINANCES. IN THE EVENT OF A  
CONFLICT BETWEEN ANY PORTION OF THESE PLANS AND CLARK COUNTY STANDARDS,  
THE STANDARDS SHALL APPLY.

## UTILITY NOTE:

UTILITY LOCATIONS SHOWN HEREON ARE APPROXIMATE ONLY. IT SHALL BE THE  
CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT HORIZONTAL AND VERTICAL  
LOCATION OF ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION.  
CONSTRUCTION. NO REPRESENTATION IS MADE THAT ALL EXISTING UTILITIES ARE  
SHOWN HEREON. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR UTILITIES NOT  
SHOWN OR UTILITIES NOT SHOWN IN THEIR PROPER LOCATION. CONTRACTOR TO  
NOTIFY ENGINEER OF ANY CHANGES OR DISCREPANCIES.

## CALL BEFORE YOU DIG

800-462-2444

## FAST

1-702-727-2929

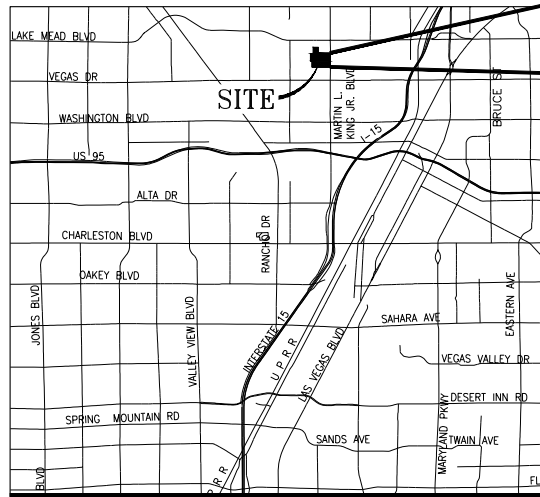
CALL BEFORE YOU UNDERGROUND

CALL 1-702-432-4300

UNDERGROUND

## NOTE:

QUANTITIES SHOWN ON THESE PLANS ARE FOR PLAN CHECKING PURPOSES ONLY  
AND SHOULD NOT BE USED BY CONTRACTORS TO DETERMINE FINAL QUANTITIES OR  
USED FOR BIDDING PURPOSES. CONTRACTOR ESTIMATES ARE THE DIFFERENCE  
BETWEEN THE EXISTING CONDITIONS AND THE FINISHED GRADE ELEVATIONS SHOWN ON  
THESE PLANS AND DOES NOT MAKE ADJUSTMENTS FOR FOUNDATION/FOOTING  
DEPTH, PAVEMENT THICKNESSES, ETC. THE CONTRACTOR SHALL VERIFY  
THEMSELVES OF ACTUAL QUANTITIES NEEDED FOR CONSTRUCTION.



SITE MAP

NTS

## UTILITY AND GOVERNING AGENCIES LIST

**WATER**  
LAS VEGAS VALLEY WATER DISTRICT  
1001 SOUTH VALLEY VIEW BOULEVARD  
LAS VEGAS, NV 89115  
PHONE: (702) 870-2011

**SEWER**  
CITY OF LAS VEGAS  
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LAS VEGAS, NV 89101  
PHONE: (702) 432-6272

**GAS COMPANY**  
SOUTHWEST GAS CORPORATION  
6330 SHATT STREET  
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**POWER**  
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LAS VEGAS, NV 89101  
PHONE: (702) 402-8400

**TELEPHONE**  
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LAS VEGAS, NV 89115  
PHONE: (702) 244-8004

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PHONE: (702) 364-8004

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400 S MAIN STREET  
LAS VEGAS, NV 89101  
PHONE: (702) 228-6301

**BUILDING DEPARTMENT**  
CITY OF LAS VEGAS  
400 S MAIN STREET  
LAS VEGAS, NV 89101  
PHONE: (702) 228-6331

**FIRE DEPARTMENT**  
CITY OF LAS VEGAS  
500 W. CASINO CENTER BLVD  
LAS VEGAS, NV 89101  
PHONE: (702) 363-3588

## APPROVED FOR CONSTRUCTION

LAS VEGAS VALLEY WATER DISTRICT PLANNING AND ENGINEERING SERVICES

PROJECT NO. 180 FIRST APPROVED DATE: 12/17/2022  
LAYING APPROVED FIRE FLOW TOTAL 24.5 GPM @ 20 PSI RESIDUAL  
MAXIMUM AVAILABLE FIRE SPINKLER FLOW 130 GPM

SHEETS: 1-1, 1-2, 1-3, 1-4, 1-5, 1-6, 1-7, 1-8, 1-9, 1-10, 1-11, 1-12, 1-13

MY ENERGY ACKNOWLEDGES THAT WE HAVE RECEIVED YOUR PLANS AND WILL PROVIDE  
SERVICE TO ALL ELECTRICAL NEEDS ASSOCIATED WITH THIS PROJECT. MY ENERGY RESERVES  
THE RIGHT TO ADDRESS ANY EXISTING OR FUTURE CONFLICTS ONCE THE FINAL DESIGN IS  
COMPLETED. THE NEW SERVICE AND THE RESOLUTION OF ANY CONFLICTS WILL BE  
ACCOMPLISHED PURSUANT TO THE NEVADA PUBLIC UTILITY COMMISSION'S RULES AND  
REGULATIONS.

DATE

THE AFFIRMED CENTURYLINK CORPORATION APPROVAL DOES NOT ASSUME OR GUARANTEE  
LIABILITY FOR ANY CONFLICTS WITH EXISTING OR PROPOSED IMPROVEMENTS.  
RESOLUTION OF ANY CONFLICT WILL BE ACCOMPLISHED PURSUANT TO LOCAL ORDINANCES,  
NEVADA REVISED STATUTES AND/OR PUBLIC UTILITY COMMISSION RULES AND REGULATIONS.

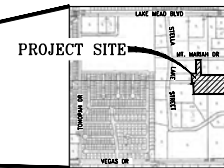
DATE

COX COMMUNICATIONS, LAS VEGAS, INC.

DATE

SOUTHWEST GAS CORPORATION

DATE



VICINITY MAP

NTS

## SHEET INDEX

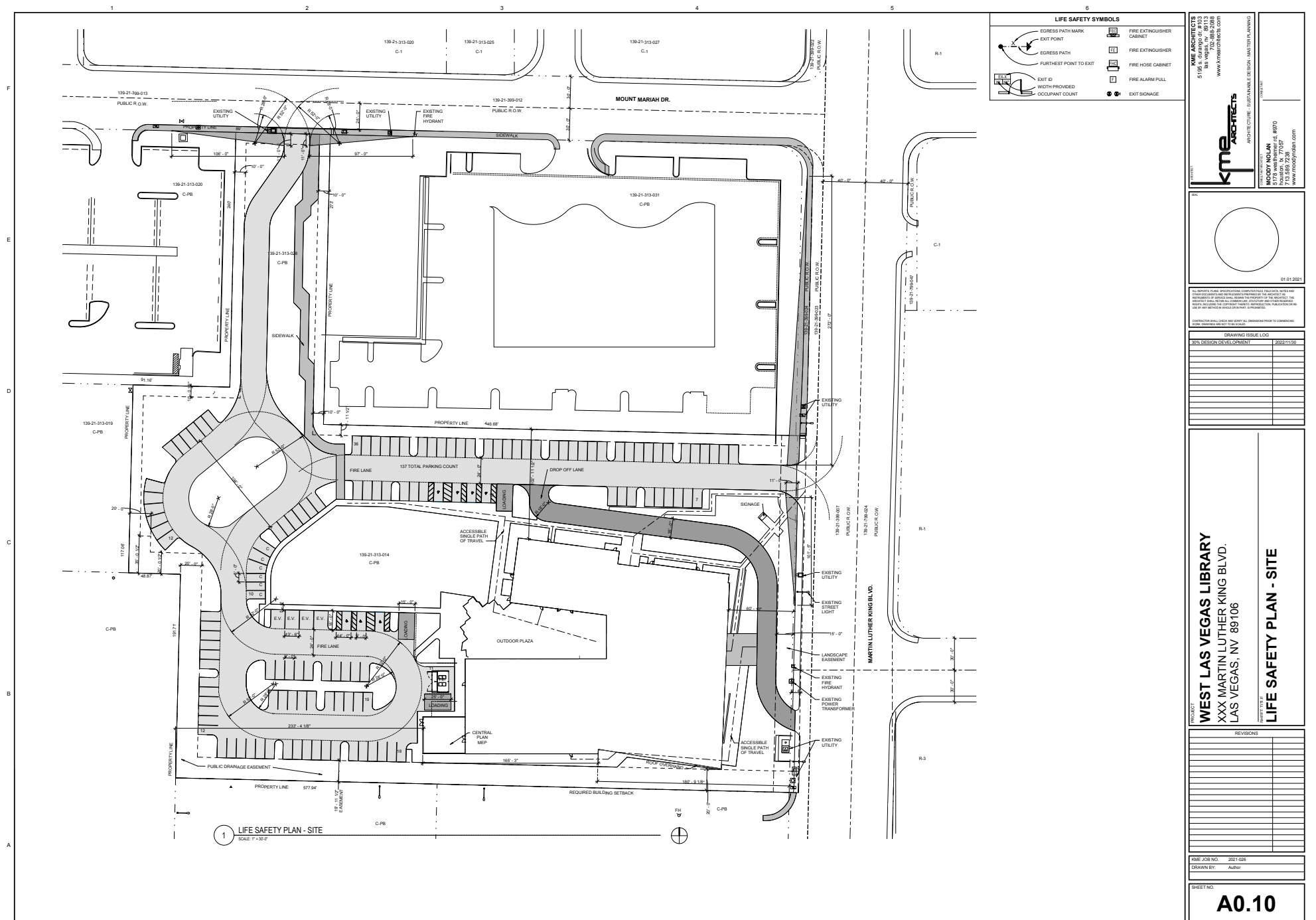
SHEET NO.	Sheet Description	SHEET TITLE
1	T-1	TITLE SHEET
2	N-1	NOTE SHEET 1
3	N-2	NOTE SHEET 2
4	H-1	MASTER HORIZONTAL CONTROL, FIRE ACCESS, SIGNAGE & STRIPING PLAN 1
5	H-2	HORIZONTAL CONTROL, FIRE ACCESS, SIGNAGE & STRIPING PLAN 2
6	H-3	HORIZONTAL CONTROL, FIRE ACCESS, SIGNAGE & STRIPING PLAN 3
7	G-1	MASTER GRADING PLAN
8	G-2	GRADING PLAN 1
9	G-3	GRADING PLAN 2
10	U-1	MASTER UTILITY PLAN
11	U-2	UTILITY PLAN 1
12	U-3	UTILITY PLAN 2
13	D-1	DETAIL SHEET

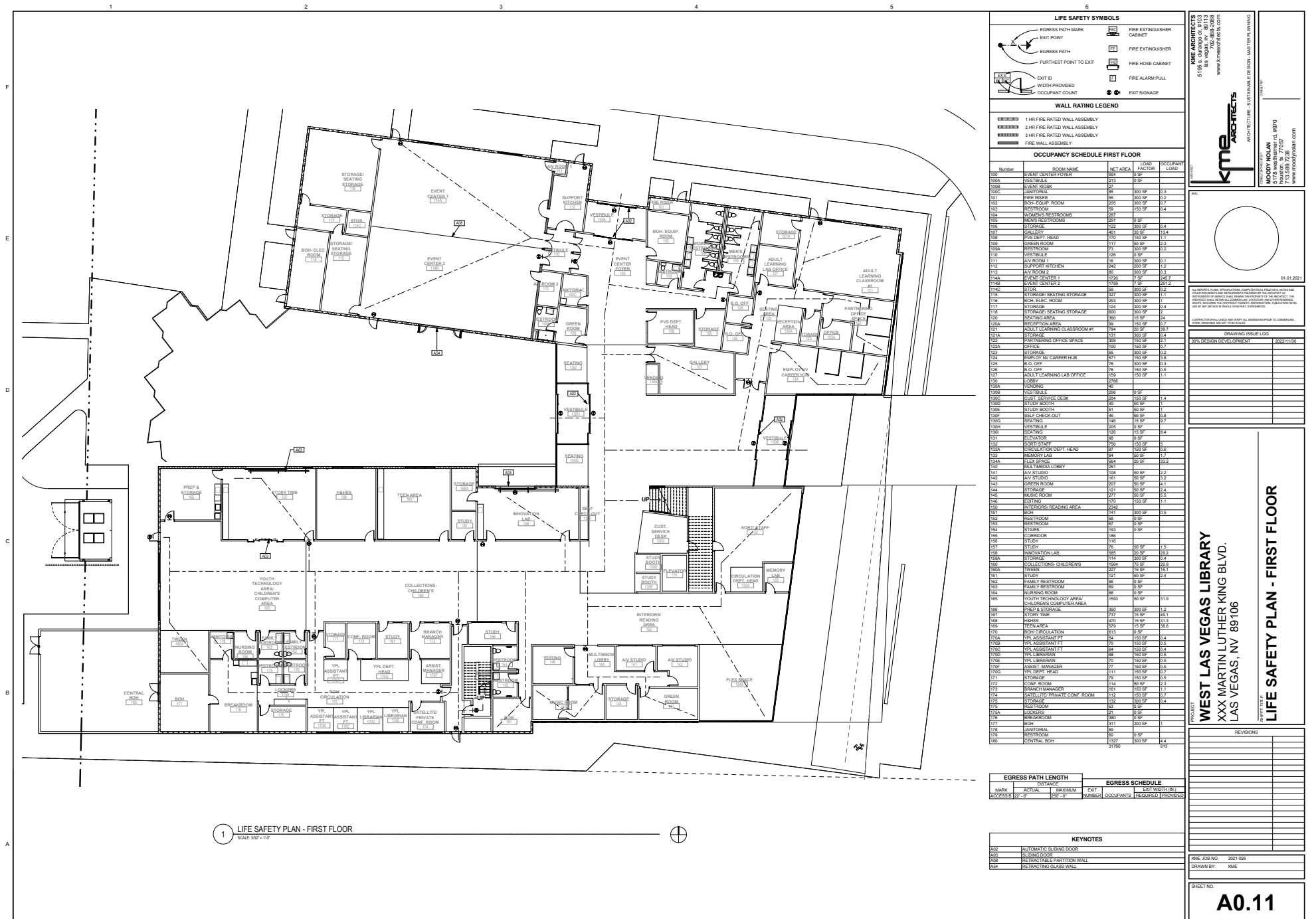
## APPROVALS:

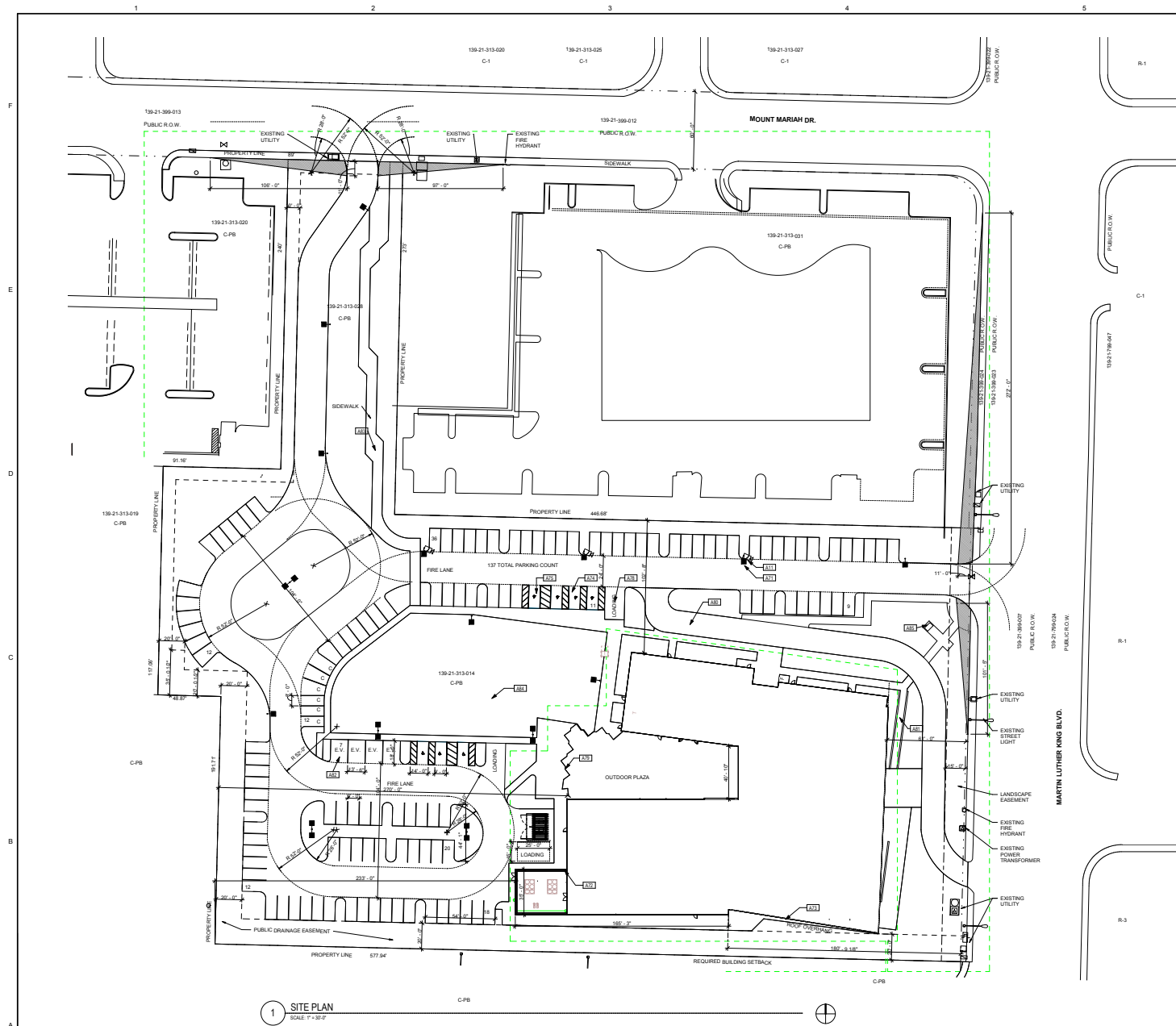
CITY OF LAS VEGAS ENGINEERING	DATE
THIS PLAN MEETS THE APPLICABLE STANDARDS OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT.	
DEPARTMENT OF COMMUNITY DEVELOPMENT	DATE
LAS VEGAS FIRE & RESCUE	DATE

CLV 8:X  
DRAWING 8:X

DATE: DECEMBER 2022	SCALE: 1/8"=1'-0" (A) 1/4"=1'-0" (B)	DRAWN BY: JY	DESIGNED BY: JY	CHECKED BY: JY	DATE
30% DESIGN SUBMITTAL PRELIMINARY					
WOOD RODGERS					
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME					
8345 W. SUNSET RD. STE. 100 TOLSON, NV 89115					
LAS VEGAS, NV 89115 FAX 916.341.7797					
IMPROVEMENT PLANS FOR					
WEST LAS VEGAS LIBRARY					
APN: 139-21-313-014 & 028 AND PORTION OF 139-21-313-019					
PROJECT NO. 1582.007					
SHT 1 OF 13					
DRAWING T-1					







### SITE PLAN GENERAL NOTES

1. REVIEW ALL DRAWINGS FOR THE COMPLETE SCOPE OF WORK. NOTIFY ARCHITECT IMMEDIATELY FOR CLARIFICATION IF DIMENSIONAL INCONSISTENCIES, CONTRADICTIONS, OR OMISSIONS ARE DISCOVERED.
2. DO NOT SCALE DRAWINGS. IF INFORMATION IS REQUIRED AND NOT FOUND, NOTIFY ARCHITECT IMMEDIATELY FOR CLARIFICATION.
3. CONTRACTOR TO REPAIR ANY DEFICIENCIES TO COMPLY WITH CODE.

## KEYNOTES

A11	SURVEILLANCE CAMERA
A12	EXTERIOR LIGHT POLES
A13	CHILLER YARD
A14	ROOF OVERHANG
A15	ADA ACCESSIBLE PARKING
A16	VAN ACCESSIBLE PARKING
A17	LOADING ZONE
A18	COURTYARD DECORATIVE FENCE AND GATE ENCLOSURE
A19	DECORATIVE CONCRETE PAVEMENT DROP OFF PAVEMENT
A20	ADA ACCESSIBLE RAMP
A21	ELECTRIC VEHICLE CHARGING STATION
A22	DECORATIVE SIDEWALK PAVEMENT
A23	EVENT PLAZA
A24	MONUMENTAL SIGN

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[www.kmearchitects.com](http://www.kmearchitects.com)

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ARCHITECTURE - SUSTAINABILITY

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CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS PRIOR TO COMMENCING WORK. DRAWINGS ARE NOT TO BE SCALED.

DRAWING ISSUE LOG

[illegible]

PROJECT  
**WEST LAS VEGAS LIBRARY**  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

**SHEET 13110**  
**SITE PLAN**

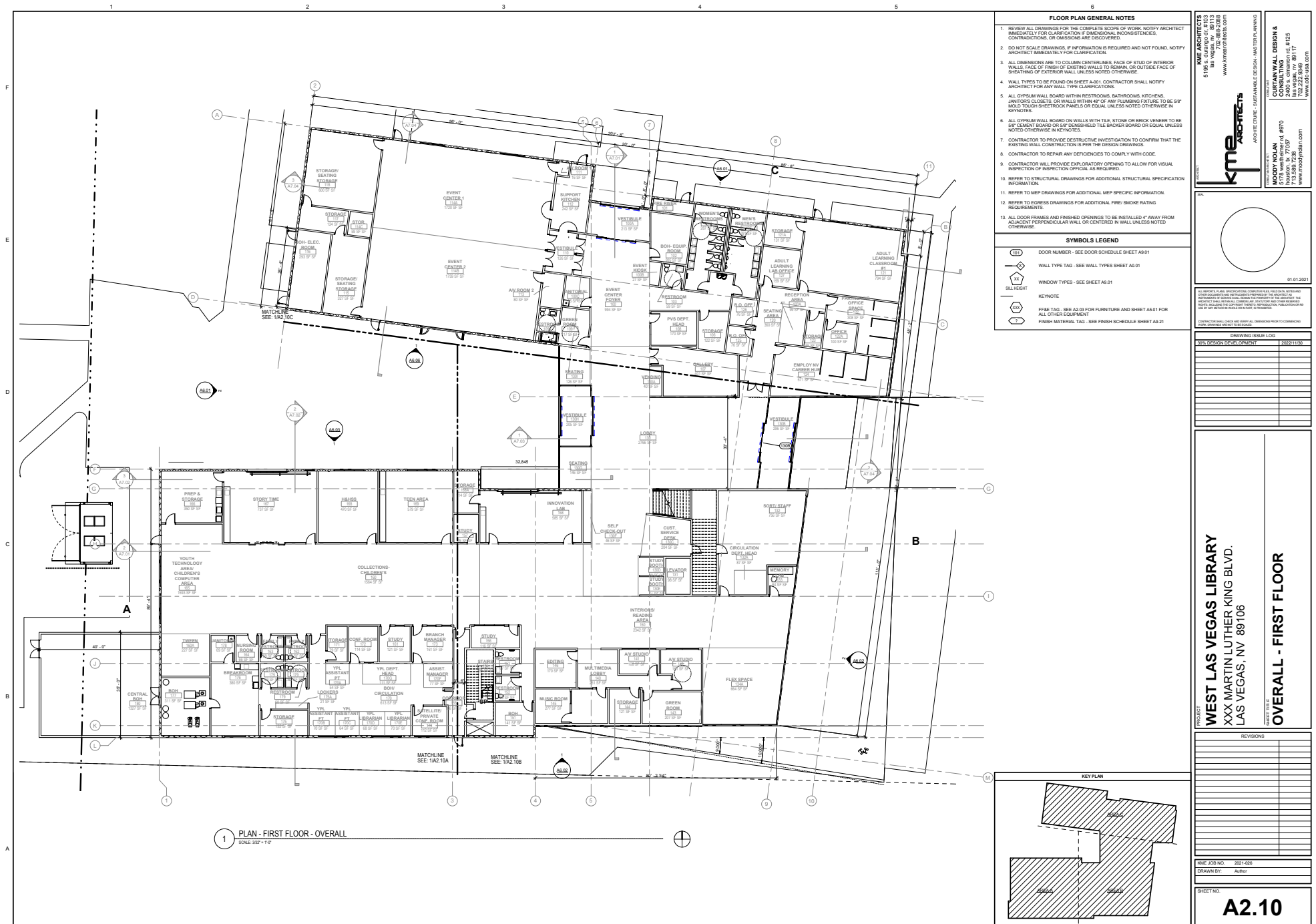
## REVISIONS

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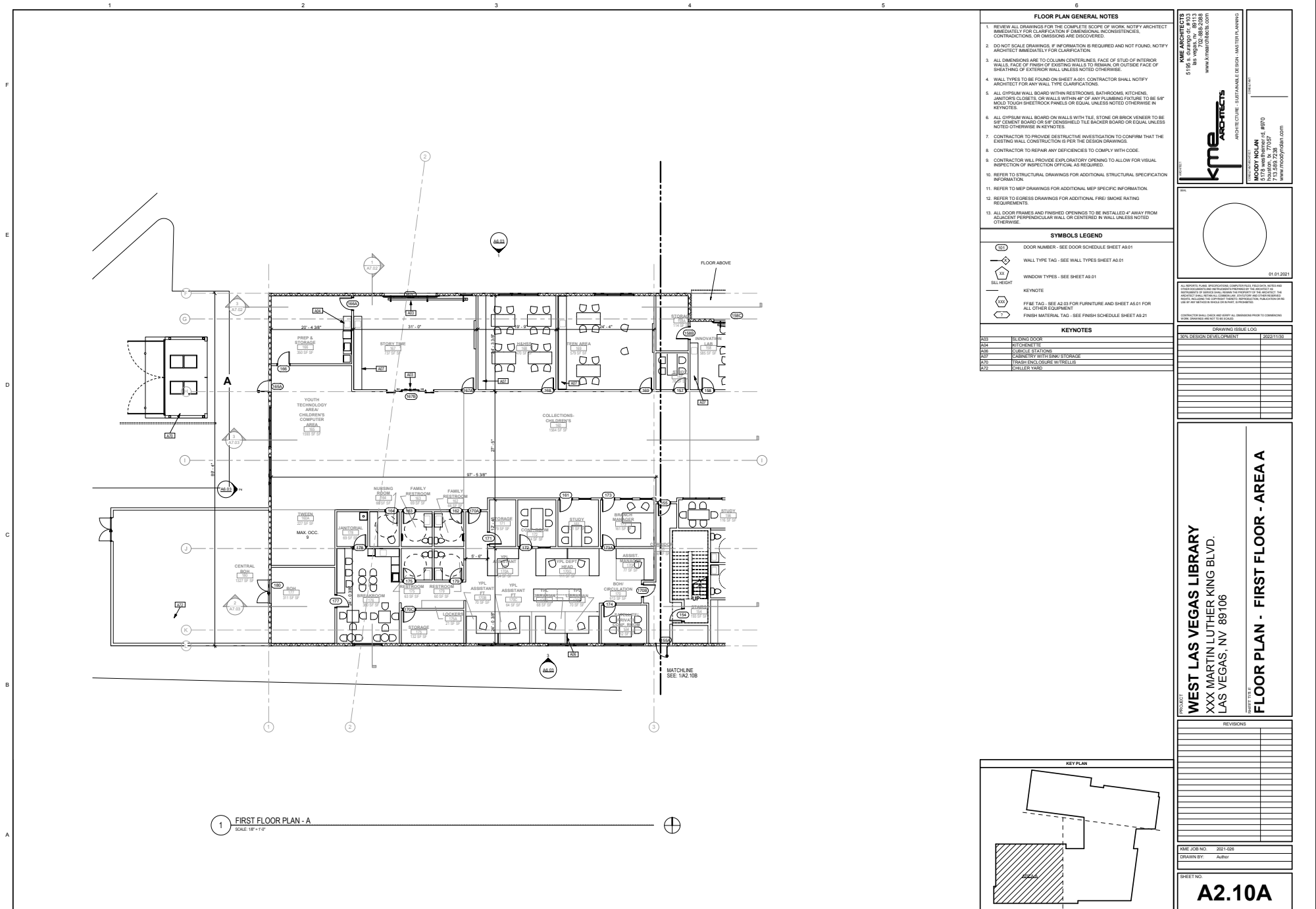
KME JOB NO.	2021-026
DRAWN BY:	Author

SHEET NO.

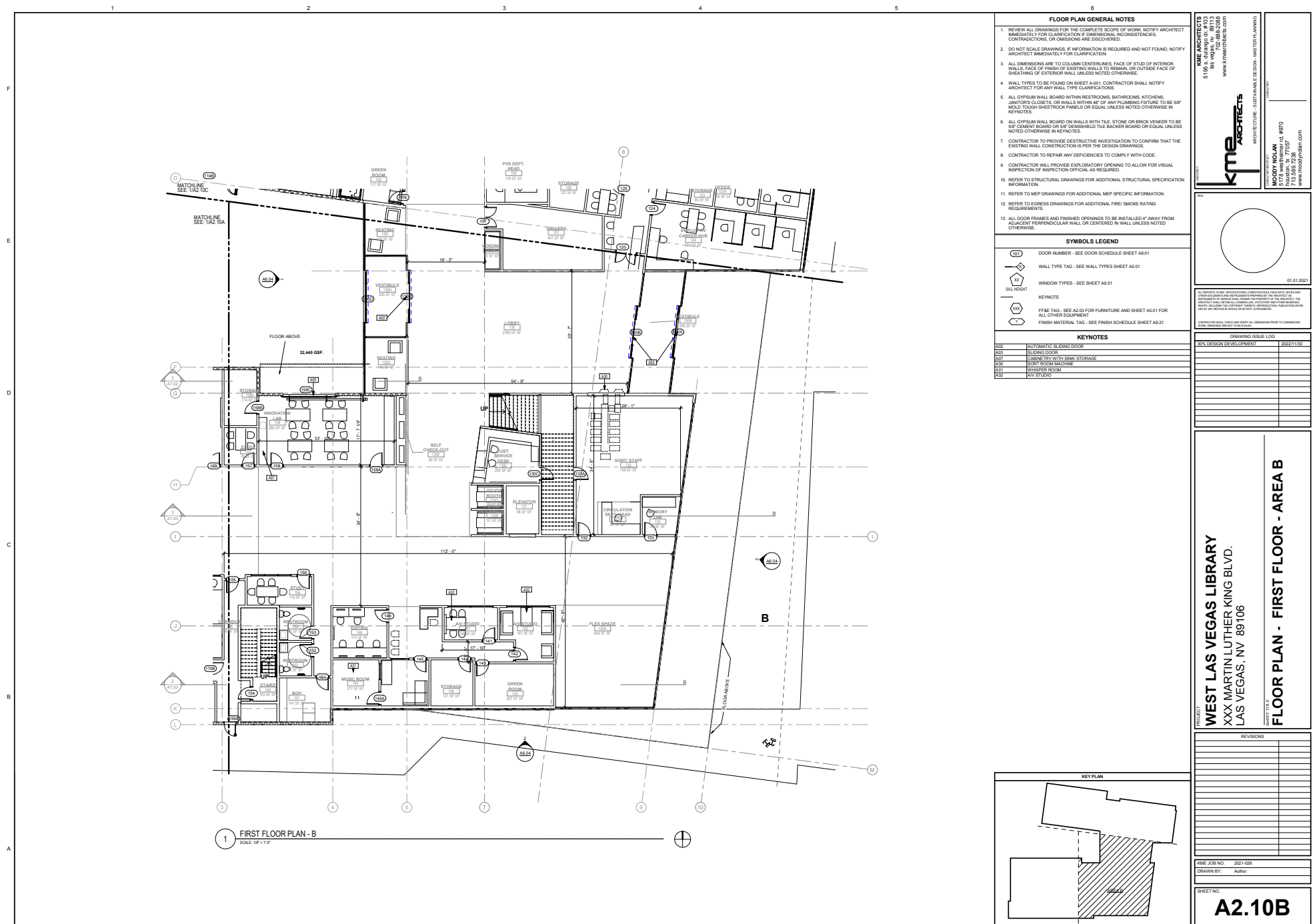
## A1.10

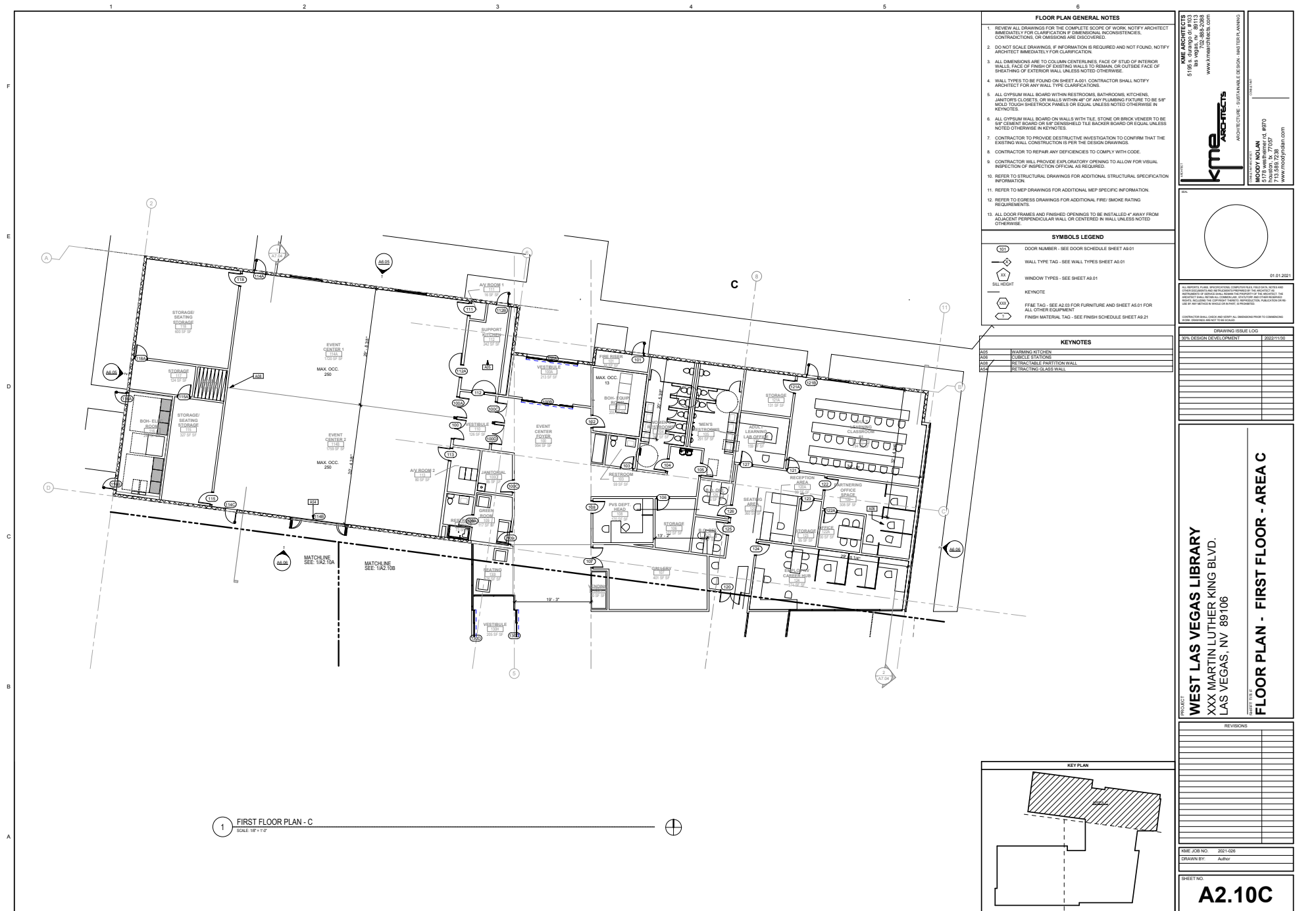


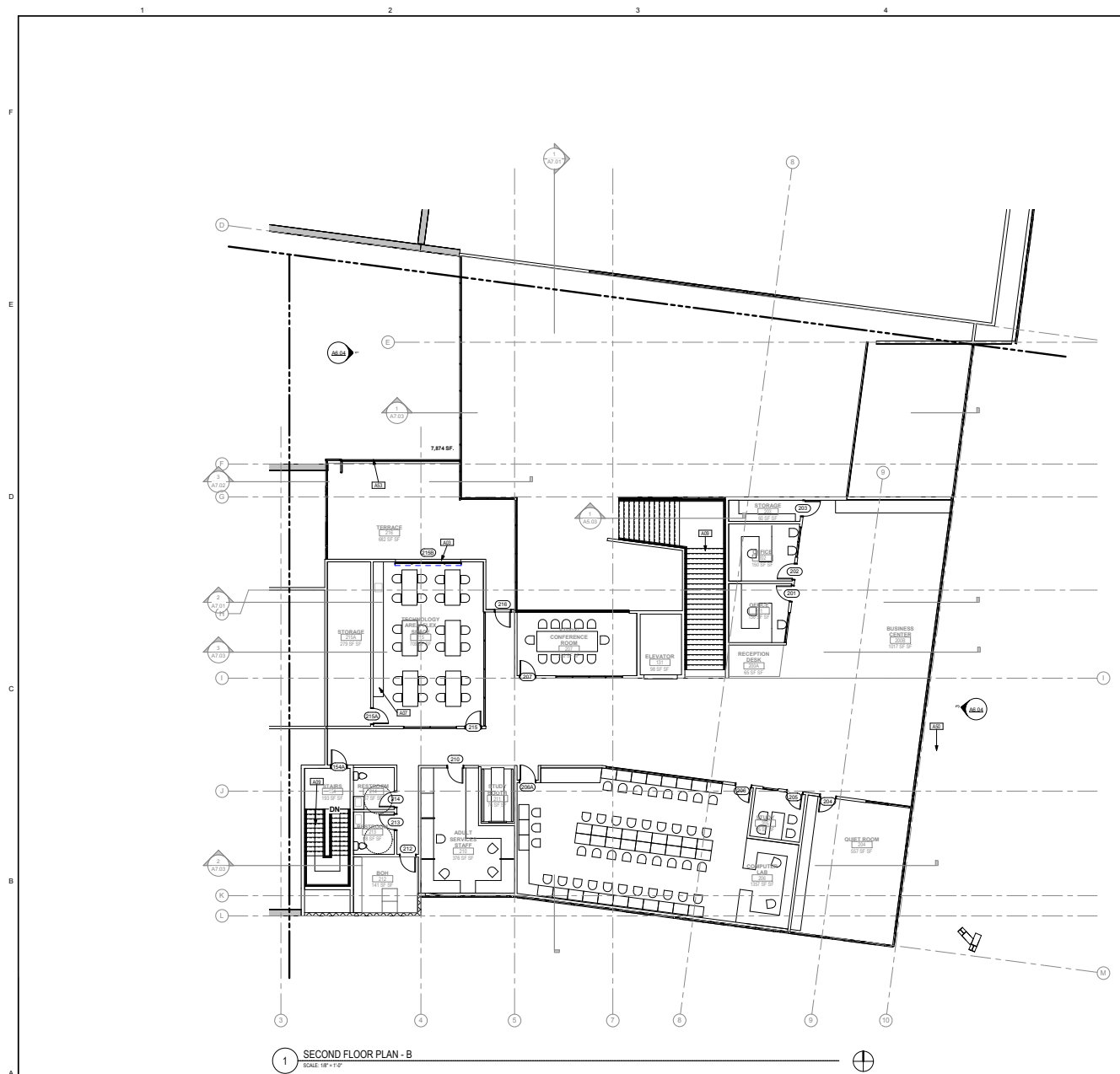


















1 SECOND FLOOR PLAN - B  
SCALE: 1/8" = 1'-0"

SCALE: 1/8" = 1'-0"

FLOOR PLAN GENERAL NOTES

1. REVIEW ALL DRAWINGS FOR THE COMPLETE SCOPE OF WORK. NOTIFY ARCHITECT IMMEDIATELY IF ANY OMISSIONS, CONFLICTS, CONTRADICTIONS, OR OMISSIONS ARE DISCOVERED.
2. DO NOT SCALE DRAWINGS. IF INFORMATION IS REQUIRED AND NOT FOUND, NOTIFY ARCHITECT IMMEDIATELY FOR CLARIFICATION.
3. ALL DIMENSIONS ARE TO COLUMN CENTRELINES. FACE OF STUD OF INTERIOR WALLS. FACE OF FINISH OF EXISTING WALLS TO REMAIN, OR OUTSIDE FACE OF EXTERIOR WALLS.
4. WALL TYPES TO BE SHOWN ON SHEET A-01. CONTRACTOR SHALL NOTIFY ARCHITECT OF ANY TYPE CHANGES.
5. ALL JOINTS SHALL BE LOCATED BETWEEN RESTROOMS, BATHROOMS, KITCHENS, JANITOR'S CLOSETS, OR WALLS WITHIN 4' OF ANY PLUMBING FIXTURE TO BE 5/8" MINIMUM THICKNESS SHEETROCK PLUS OR EQUAL UNLESS NOTED OTHERWISE IN KEYNOTES.
6. ALL GYPSUM BOARD SHALL ON WALLS WITH TILE, STONE OR BRICK VENEER TO BE 5/8" MINIMUM THICKNESS SHEETROCK PLUS OR EQUAL UNLESS NOTED OTHERWISE IN KEYNOTES.
7. CONTRACTOR TO PROVIDE DESTRUCTIVE INVESTIGATION TO CONFIRM THAT THE EXISTING WALL CONSTRUCTION IS AS SHOWN ON THE BACKGROUND DRAWING TO EQUIVALENT.
8. CONTRACTOR TO REPAIR ANY DEFICIENCIES TO COMPLY WITH CODE.
9. CONTRACTOR WILL PROVIDE OPERATING OPENING TO ALLOW FOR VISUAL AND VENTILATION OF THE RESTROOMS.
10. REFER TO STRUCTURAL DRAWINGS FOR ADDITIONAL STRUCTURAL SPECIFICATION INFORMATION.
11. REFER TO MEP DRAWINGS FOR ADDITIONAL MEP SPECIFIC INFORMATION.
12. REFER TO EXPOSED DRAWINGS FOR ADDITIONAL REPEL SMOKE RATING REQUIREMENTS.
13. ALL DOOR FRAMES AND FINISHED OPENINGS TO BE INSTALLED 4" AWAY FROM ALL ADJACENT PERPENDICULAR WALL, OR CENTERED IN WALLS UNLESS NOTED OTHERWISE.

### SYMBOLS LEGEND

- |                                                                                     |                                                                            |
|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
|  | DOOR NUMBER - SEE DOOR SCHEDULE SHEET A0.01                                |
|  | WALL TYPE TAG - SEE WALL TYPES SHEET A0.01                                 |
|  | WINDOW TYPES - SEE SHEET A0.01                                             |
|  | SILL HEIGHT                                                                |
|  | KEYNOTE                                                                    |
|  | FF&E TAG - SEE A2.03 FOR FURNITURE AND SHEET A5.01 FOR ALL OTHER EQUIPMENT |
|  | FINISH MATERIAL TAG - SEE FINISH SCHEDULE SHEET A0.21                      |

## KEYNOTES

- |     |                              |
|-----|------------------------------|
| A03 | SLIDING DOOR                 |
| A07 | CABINETRY WITH SINK/ STORAGE |
| A09 | STAIRS                       |
| A50 | ROOF OVERHANG                |
| A53 | RAILING                      |

**KME ARCHITECTS**  
5195 s. durango dr, #103  
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[www.kmearchitects.com](http://www.kmearchitects.com)

The logo for KME ARCHITECTS is located in the bottom right corner. It features the letters "kme" in a large, bold, lowercase sans-serif font. To the right of "kme", the word "ARCHITECTS" is written in a smaller, uppercase sans-serif font, stacked vertically.

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01.01.2

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DRAWING ISSUE LOG

[illegible]

PROJECT  
**WEST LAS VEGAS LIBRARY**  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

**FLOOR PLAN - SECOND FLOOR - AREA B**

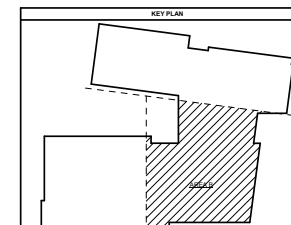
## REVISIONS

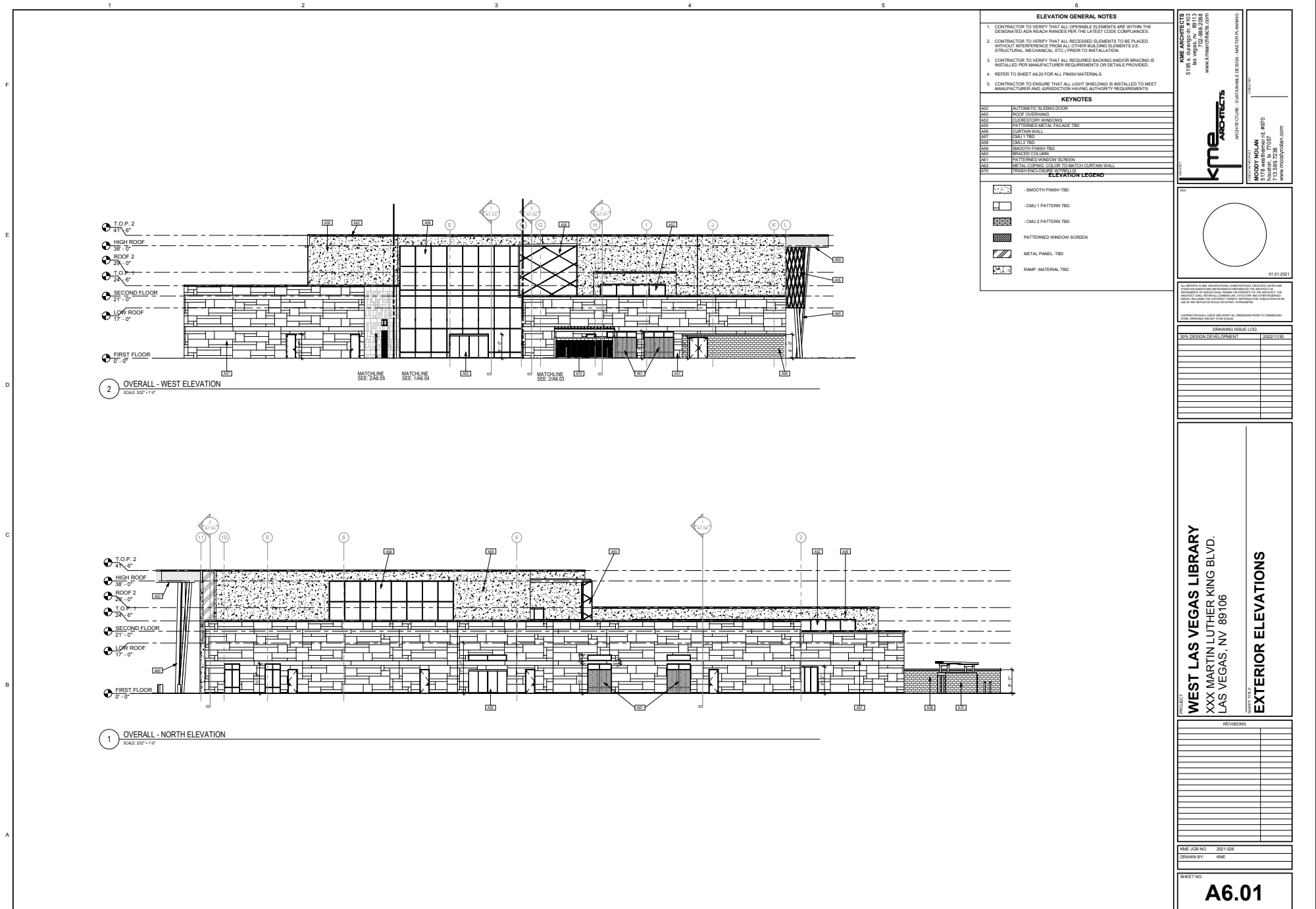
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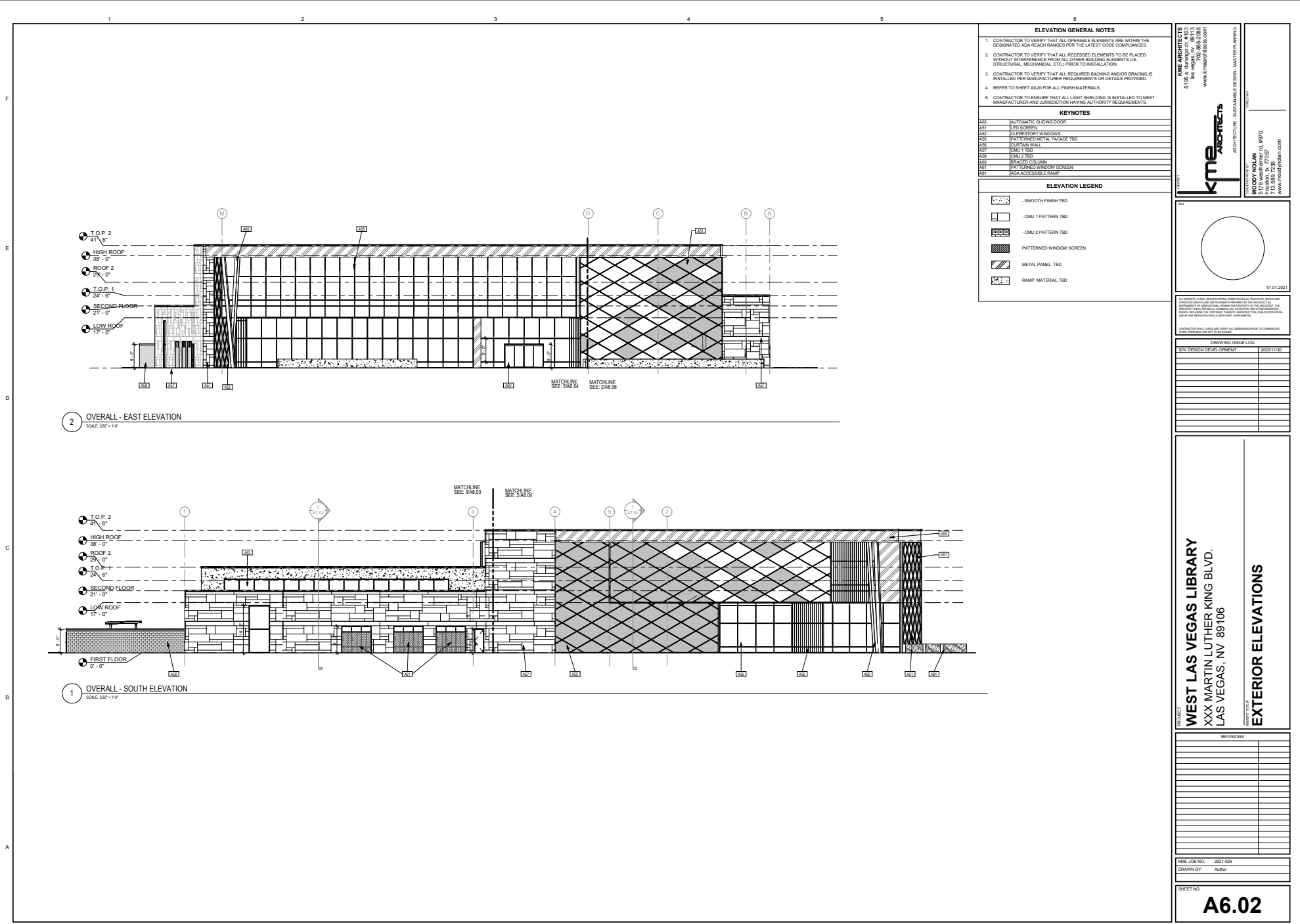
KME JOB NO.	2021-
DRAWN BY:	Autho

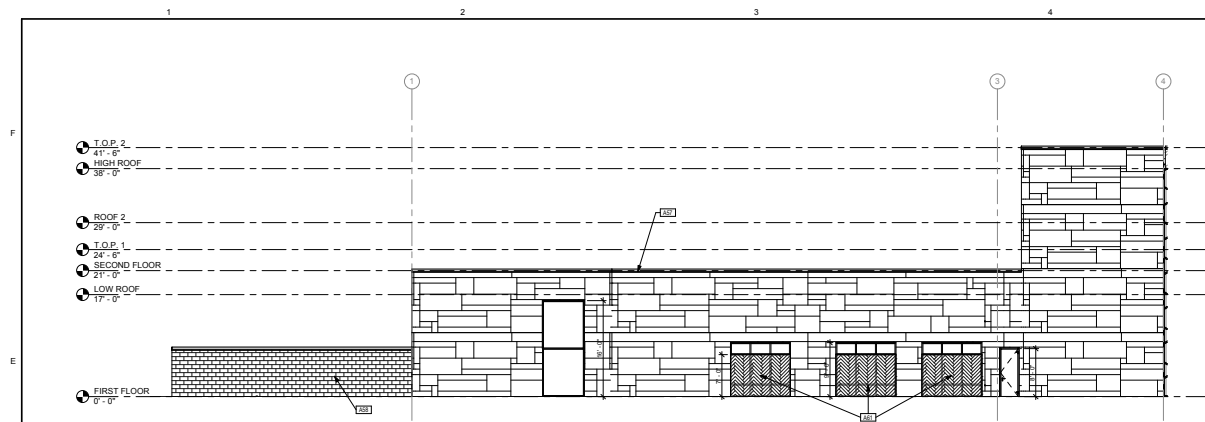
SHEET NO.

## A2.20B

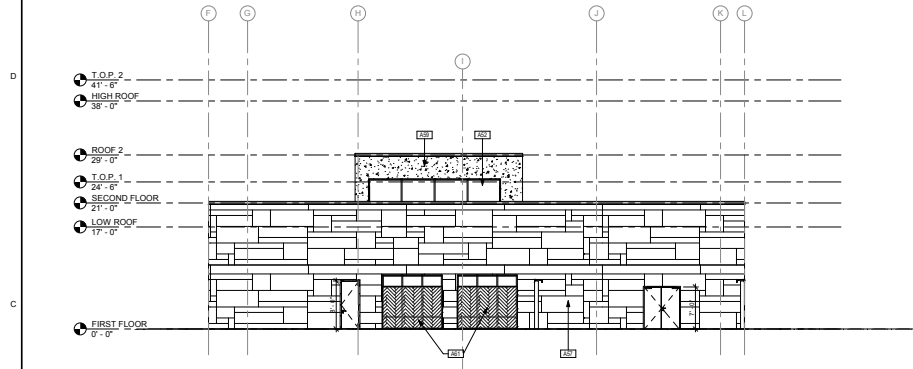




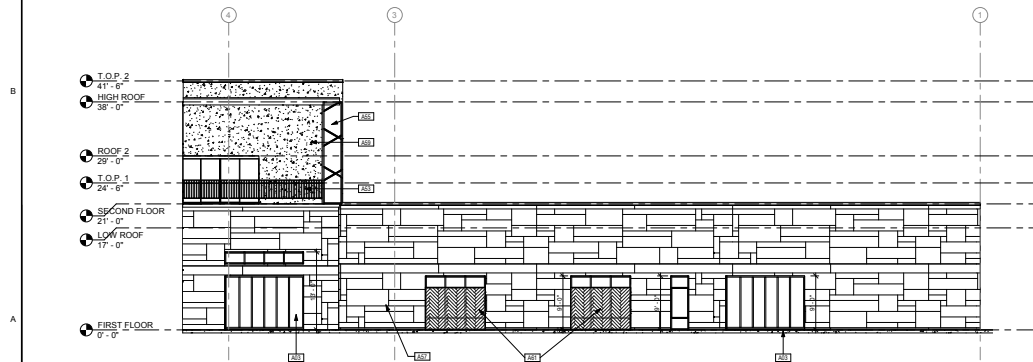




3 AREA A LIBRARY STAFF - SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"



2 AREA A FAMILY LEARNING - WEST ELEVATION  
SCALE: 1/8" = 1'-0"



1 AREA A FAMILY LEARNING - NORTH ELEVATION  
SCALE: 1/8" = 1'-0"

ELEVATION GENERAL NOTES	
1.	CONTRACTOR TO VERIFY THAT ALL OPERABLE ELEMENTS ARE WITHIN THE DESIGNATED ADA REACH RANGES PER THE LATEST CODE COMPLIANCES.
2.	CONTRACTOR TO VERIFY THAT ALL RECESSED ELEMENTS TO BE PLACED WITHOUT INTERFERENCE FROM ALL OTHER BUILDING ELEMENTS (I.E. STRUCTURAL, MECHANICAL, ETC.) PRIOR TO INSTALLATION.
3.	CONTRACTOR TO VERIFY THAT ALL REQUIRED BACKING AND/OR BRACING IS INSTALLED PER MANUFACTURER'S REQUIREMENTS OR DETAILS PROVIDED.
4.	REFER TO SHEET A6.20 FOR ALL FINISH MATERIALS.
5.	CONTRACTOR TO ENSURE THAT ALL LIGHT SHIELDING IS INSTALLED TO MEET MANUFACTURER AND JURISDICTION-AVAILING AUTHORITY REQUIREMENTS.

KEYNOTES	
A20	SLIDING DOOR
A21	CLERESTORY WINDOWS
A22	WALLS
A23	PATTERNED METAL FACADE TBD
A24	CURTAIN 1 TBD
A25	CURTAIN 2 TBD
A26	SMOOTH FINISH TBD
A27	PATTERNED WINDOW SCREEN

ELEVATION LEGEND	
	SMOOTH FINISH TBD
	CMU 1 PATTERN TBD
	CMU 2 PATTERN TBD
	PATTERNED WINDOW SCREEN
	METAL PANEL TBD
	RAMP MATERIAL TBD

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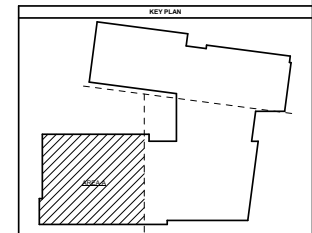
DRAWING ISSUE LOG	
NO.	DESCRIPTION
1	2023/11/06
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**PROJECT**  
**WEST LAS VEGAS LIBRARY**  
**XXX MARTIN LUTHER KING BLVD.**  
**LAS VEGAS, NV 89106**

**EXTERIOR ELEVATIONS - AREA A**

REVISIONS

NO.	DESCRIPTION
1	
2	
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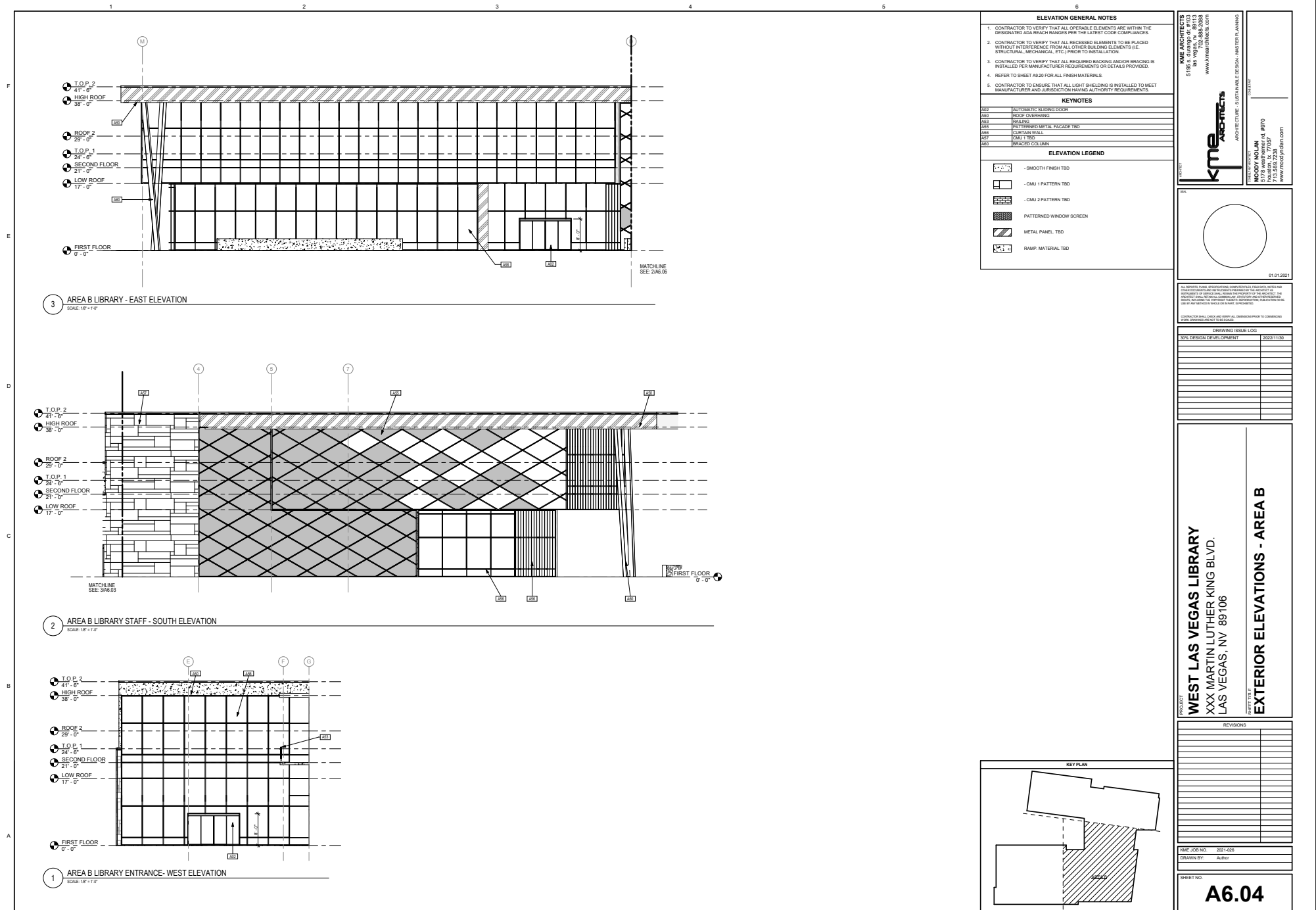


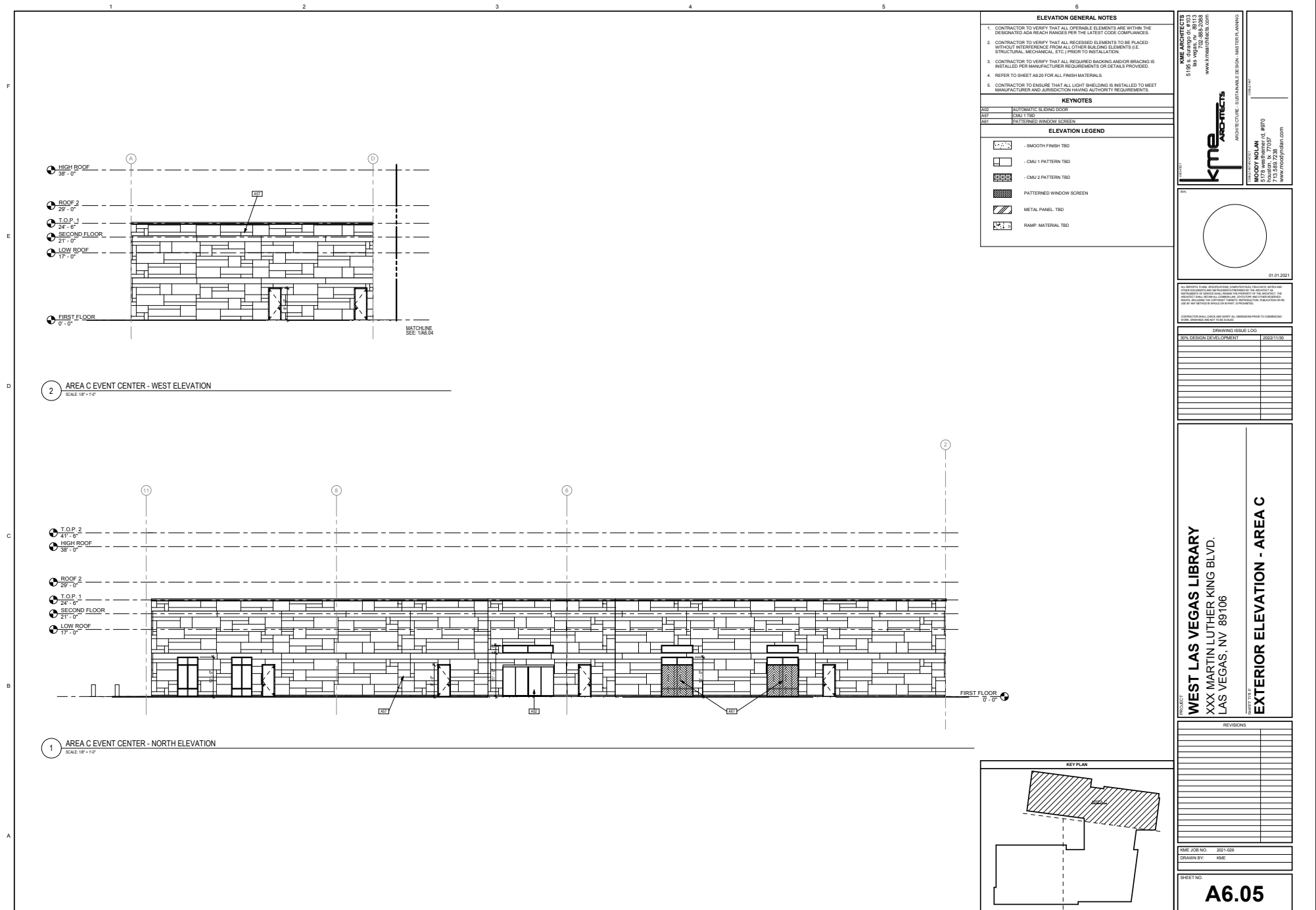
KME JOB NO. 2021-028

DESIGN BY: A6.03

SHEET NO.

**A6.03**











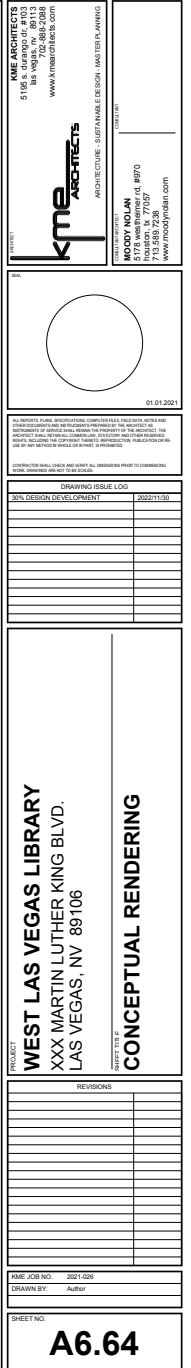
2022.09.07

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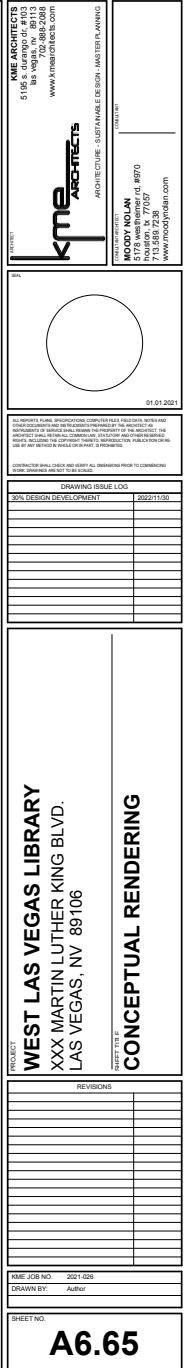


2022.09.07

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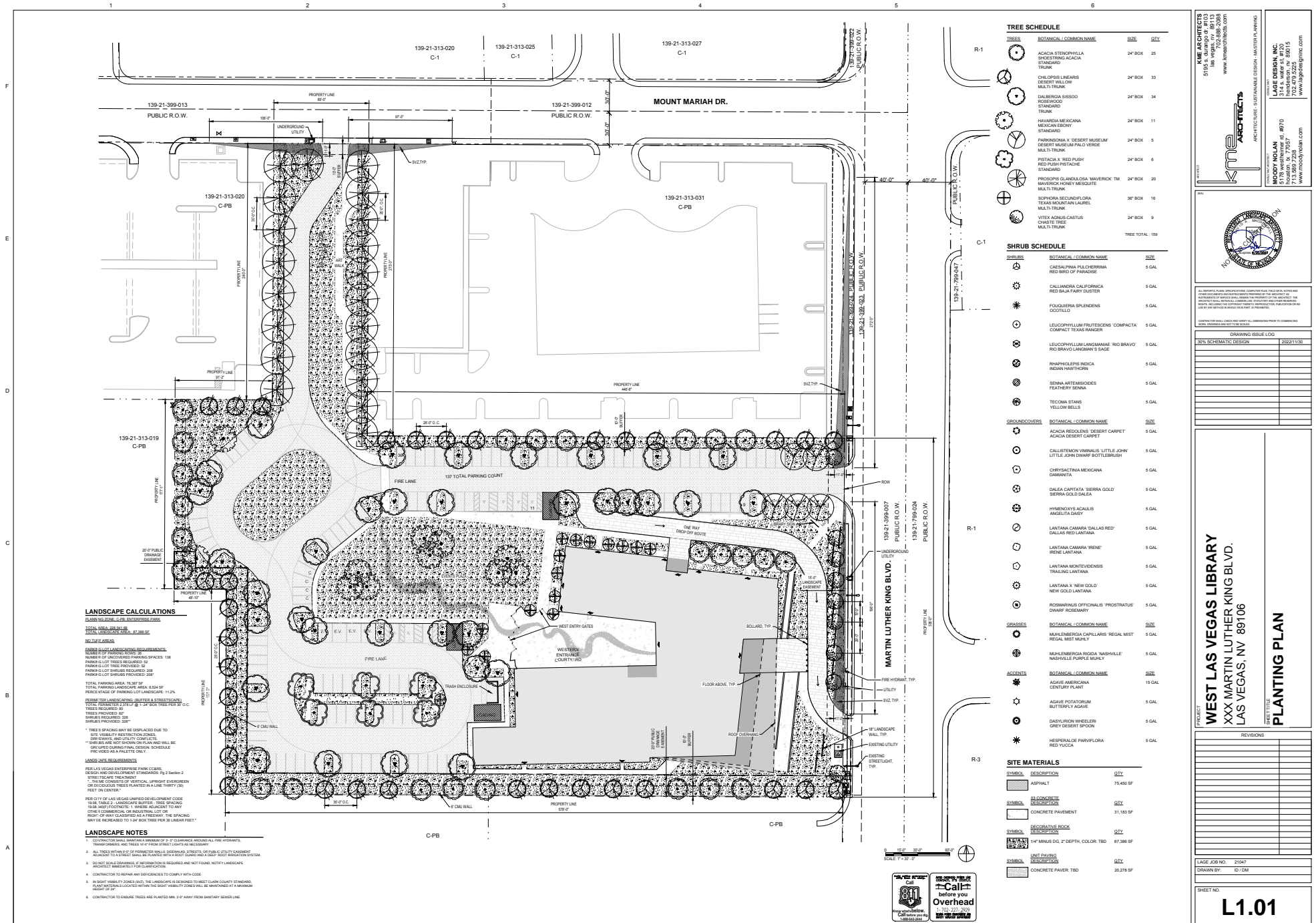
**DATE: 11-30-2022**

**RE: Exterior Site Amenities Design Intent**

**PROJECT: City of Las Vegas Westside Library**

At this 30% schematic design milestone, much of the overall landscape themes and exterior design work has yet to solidify in comparison to the architectural design. This is a brief explanation of the current direction on site elements that we intend to include in this project that are not fully reflected in the plans.

- Mt. Mariah Entrance Drive Monumental Gateway: A tubular steel and sheet metal structure the will span 30' across the entrance driveway tall enough for emergency vehicles to enter and exit.
- (9) 10'H x 16'W Mural Panels or Vertical Gallery Screen Walls along the "Art Walk" that connects the library events plaza to Mt Mariah Dr. and connecting on to the Historic Westside Legacy Park.
- A Monumental Sign at the entrance driveway on Martin Luther King Blvd. Likely to be a 5'H x10'W CIP Wall with metal pin mounted lettering, illuminated by line voltage at/in grade light fixtures
- 17,000SF Events Plaza will include a thematic pavement surface design consisting of Stabilized DG, Textured, Integral Color Concrete, thematic sawcuts, scorelines and staining. Enhanced pole mounted area lights, and site furnishings.
- Site Furnishings: estimated quantities (16) Benches, (10) Waste Receptacles, (10) Bike Racks, (12)Tables and Chairs
- (8) Metal Wayfinding Signs for Vehicles and Pedestrians through out the site
- Landscape lighting for (40) Trees, (20) wall wash, and (8) signs
- (10) 18'H x 16'W CIP landscape walls
- 740LF of 6' property CMU block wall along the south-western boundary
- 21,000SF of Decorative Conc. Paver Drop Off Pavement
- Enhanced Planting in High Traffic areas beyond the code level planting requirements with the possible need to upsize 25% shrubs to 15Gal & 10% trees up to 48-60" box, provide a modular suspended pavement system (Silva Cell) for trees within hardscape areas such as the Western Entrance Courtyard.
- Western Entrance Courtyard Decorative Fence and Gate Enclosure: Well beyond a standard wrought iron 6-8' tall fence and gate, this will form more of sculptural & thematic statement signifying the westside entrance to the library. (5) 11'W pivoting gates in a total of 130 LF of zig-zagging double sided custom perforated metal panels. The intention is to provide a securable enclosed courtyard off hours, but also be welcoming and permeable. It will provide a thematic connection from the building, the courtyard space, through the events space and beyond in a way that is as eye catching as the façade on the eastern entrance.





## **WEST LAS VEGAS LIBRARY LEED GOLD CERTIFICATION NARRATIVE**

West Las Vegas Library is a two story, 41,131 gross square foot library facility located in the heart of Las Vegas Historic Westside District on Martin Luther King Blvd. This ambitious project is currently pursuing the prestigious USGBC's LEED v4 Building Design & Construction certification at a Gold level with an anticipated score of 63 points.

This custom WLV Library's LEED Gold strategy focuses on a selection of credits that are feasible for the project's location, site, scope, and design characteristics. To present some of the 30% design progress findings and requirements, these credits have been grouped into the following categories based on different project stages, scope, and specialty.

### **Site location credits (6 points)**

1. The current site meets LEED Sensitive Land Protection criteria which includes not being on a Prime farmland site near water bodies or on any endangered species habitat.
2. The site is on the list of high priority for new development due to its proximity to Las Vegas downtown.
3. There are more than 8 diverse uses within a 1/2-mile walking distance from the project.
4. There are 2 bus stops serving 2 different bus routes within a 1/4-mile walking distance from the project's main entrance. Bus routes 105, 210 provide a combined number of 110 rides a day. To count a third bus route (209) to get over the 3-point threshold, the distance between the project's entrance and bus stop: 2972 located on Vegas Dr needs to be 1/4-mile walking distance. Also, a new bus stop has been proposed on W Lake Mead Blvd to secure the bus rides and points needed.
5. Bicycle facilities are currently being evaluated by the design team and are likely to be incorporated in subsequent design revisions.

### **Design related credits/ prerequisites (36 points)**

There are important site-related constraints to consider when designing a High-Performance LEED Gold building. Some of these requirements are linked to the size & solution of the parking lot, intended electric vehicle & water metering infrastructure, total vegetation coverage and the selection of plant species and exterior material finishes.

Based on a thorough design review, the 30% design progress has incorporated the following sustainable design considerations:

1. The total number of parking spaces considered in the design (137) does not exceed the minimum local code requirement for parking capacity and it is likely to achieve a 40%





reduction from the base ratios.

2. The parking lot has also been designed to accommodate 4 Electric Vehicle (EV) Charging stations, exceeding the minimum LEED certification requirement. Similarly, later in the design process at least 16 preferred parking spaces will be reserved for carpooling (8) and Green Vehicles (8) to fulfill the minimum LEED certification requirement.
3. The proposed open landscape area (82,788 SF) constitutes a large portion of the current 228,541.68 SF site. Therefore, the project will be rewarded for providing an accessible outdoor area of more than 30% of the total site area. These 82,788 SF of landscape will be a garden space with a diversity of vegetation types and species providing opportunities for year-round visual interest.
4. The design process of this extensive vegetated area is currently following the Clark County's desertic landscape design guidelines which urge projects to specify only drought tolerant plant species with a pressure compensating irrigation system. These specifications will result in at least a 50% reduction in outdoor water consumption which is required to meet the current LEED certification goal.
5. It is also important to note that this landscape-related water consumption will be sub metered to detect any unusual usage patterns or potential leaks during building operations.
6. Regarding exterior materials and finishes, the project will select pavement and roofing finishes in compliance with the minimum LEED Solar Reflectance (SR) and Solar Reflectance Index (SRI) requirements.

In addition to these site related design considerations, there are other important building related design requirements that will be incorporated in future design progress submittals:

1. The LEED certification's Optimize Energy Performance credit requires additional Energy Modeling Services and proactive coordination between, Architectural, Structural, Mechanical, Electrical and LEED Consulting divisions to achieve the targeted energy cost savings of 26% (13 points). This 30% design set will be used to prepare a preliminary energy model to benchmark the project's energy performance as the design stands today. This exercise will also reveal the improvements (energy efficiency measures) that will be needed to achieve the intended energy performance score.
2. In terms of LEED's water efficiency requirements, the targeted percentage of indoor related water savings for the WLV Library project is 40%. This goal will require the specification of low flow plumbing fixtures and fittings, additional water submeters which will demand active coordination between the MEP engineer and LEED consultant.



3. Enhanced refrigerant management requires the MEP engineer to specify Low Global Warming Potential and Ozone Depletion Potential refrigerant types, minimizing the use of R-410A when possible. It requires coordination between MEP and LEED Consultant.
4. The designed outdoor air rates should be as closer as possible to the minimum ASHRAE 62.1-2010 outside air rates to maximize energy efficiency.
5. The mechanical and automation solutions must include outside air monitoring devices for any mechanical units supplying more than 1000 CFMs of outside air.
6. Smoking shall be prohibited indoors and within 25 ft from any outside air intakes such as doors, operable windows, and any other mechanical ventilation intakes.
7. The project will incorporate 10 ft long entryway systems, 0.50 cfm/ SF minimum air exhaust rate where needed and MERV 13 filters in DOAS.
8. Densely occupied areas such as meeting rooms, reading rooms, conference rooms should install carbon dioxide (CO2) sensors.
9. A Building Management System is required to control and monitor mechanical and electrical plants within the scope.
10. Thermal & interior lighting comfort levels will be guaranteed by providing adjustable individual and multi-occupant controls as required by LEED certification. This requires active coordination between MEP engineer and LEED Consultant.
11. Acoustic performance requires engaging an acoustics consultant to optimize HVAC background noise, sound isolation, reverberation time, and sound reinforcement and masking within occupied spaces.

#### **Construction related credits / prerequisites (15 points)**

1. LEED compliant interior finishes and materials will be selected and specified by the architect and interior designer in their basis of design. Finishes and materials must comply with LEED v4.1 VOC General Emission Evaluation criteria. In addition, at least 20 of these materials and finishes will have Environmental Product Declarations (EPD) and Health Product Declarations (HPD).
2. 25% of the building materials selected by cost will have pre-consumer and post-consumer recycled content as per architect/ civil / interior designer basis of design and manufacturers documentation.



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3. The construction team will implement an EPA compliant Storm Water Pollution Prevention (SWPP) Plan, a Construction and Demolition Waste Management (CDWM) Plan and a Construction Indoor Air Quality (IAQ) Management Plan.
4. An indoor air quality assessment will be undertaken after the project's substantial completion before occupancy to determine the volatile organic compounds concentrations.
5. 75% of construction and demolition waste will be diverted from landfill through recycling, reducing, or reusing (donation) strategies. Waste diverted should include at least 4 different waste streams.
6. Mandatory Fundamental and enhanced building commissioning activities will be performed during the late design, construction, and preoccupancy phases for the following systems:
  - Mechanical, including HVAC&R equipment and controls
  - Plumbing, including domestic hot water systems, pumps, and controls
  - Electrical, including service, distribution, lighting, and controls, including daylighting controls
  - Renewable energy systems

**Innovation credits (6 points)**

1. Operation and Maintenance personnel to follow the standard sustainable building operation policies provided by GRN Vision.
2. Enhance workers health & safety by incorporating certain design features and construction best practices for noise, vibration, and dust mitigation.

Sincerely,

Ruddy Rodriguez,

MArch Sci, LEED AP BD+C,  
EDGE Expert, LCA & EPD Specialist.  
Senior Green Building Project Manager

GRN Vision  
606 S. 9th St., Las Vegas, NV 89101  
O (702) 242.0625



**LEED v4 for BD+C: New Construction and Major Renovation**  
Project Checklist

Project Name: West Las Vegas Library  
Date: 11/30/2022

Target: LEED Gold

Y ? N

1			Credit	Integrative Process	1
---	--	--	--------	---------------------	---

9	5	2	<b>Location and Transportation</b>			<b>16</b>
			Credit	LEED for Neighborhood Development Location		16
1			Credit	Sensitive Land Protection		1
1	1		Credit	High Priority Site		2
3	2		Credit	Surrounding Density and Diverse Uses		5
1	2	2	Credit	Access to Quality Transit		5
1			Credit	Bicycle Facilities		1
1			Credit	Reduced Parking Footprint		1
1			Credit	Green Vehicles		1

4	0	6	<b>Sustainable Sites</b>			<b>10</b>
Y			Prereq	Construction Activity Pollution Prevention	Required	
1			Credit	Site Assessment		1
		2	Credit	Site Development - Protect or Restore Habitat		2
1			Credit	Open Space		1
		3	Credit	Rainwater Management		3
2			Credit	Heat Island Reduction		2
		1	Credit	Light Pollution Reduction		1

6	1	4	<b>Water Efficiency</b>			<b>11</b>
Y			Prereq	Outdoor Water Use Reduction	Required	
Y			Prereq	Indoor Water Use Reduction	Required	
Y			Prereq	Building-Level Water Metering	Required	
1		1	Credit	Outdoor Water Use Reduction		2
4		2	Credit	Indoor Water Use Reduction		6
	1	1	Credit	Cooling Tower Water Use		2
1			Credit	Water Metering		1

17	7	9	<b>Energy and Atmosphere</b>			<b>33</b>
Y			Prereq	Fundamental Commissioning and Verification	Required	
Y			Prereq	Minimum Energy Performance	Required	
Y			Prereq	Building-Level Energy Metering	Required	
Y			Prereq	Fundamental Refrigerant Management	Required	
3		3	Credit	Enhanced Commissioning		6
13	5		Credit	Optimize Energy Performance		18
	1		Credit	Advanced Energy Metering		1
		2	Credit	Demand Response		2
	1	2	Credit	Renewable Energy Production		3
1			Credit	Enhanced Refrigerant Management		1
		2	Credit	Green Power and Carbon Offsets		2

5	0	8	<b>Materials and Resources</b>			<b>13</b>
Y			Prereq	Storage and Collection of Recyclables	Required	
Y			Prereq	Construction and Demolition Waste Management Planning	Required	
		5	Credit	Building Life-Cycle Impact Reduction		5
1		1	Credit	Building Product Disclosure and Optimization - Environmental Product Declarations		2
1		1	Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials		2
1		1	Credit	Building Product Disclosure and Optimization - Material Ingredients		2
2			Credit	Construction and Demolition Waste Management		2

11	1	4	<b>Indoor Environmental Quality</b>			<b>16</b>
Y			Prereq	Minimum Indoor Air Quality Performance	Required	
Y			Prereq	Environmental Tobacco Smoke Control	Required	
2			Credit	Enhanced Indoor Air Quality Strategies		2
3			Credit	Low-Emitting Materials		3
1			Credit	Construction Indoor Air Quality Management Plan		1
2			Credit	Indoor Air Quality Assessment		2
1			Credit	Thermal Comfort		1
1		1	Credit	Interior Lighting		2
	1	2	Credit	Daylight		3
		1	Credit	Quality Views		1
1			Credit	Acoustic Performance		1

6	0	0	<b>Innovation</b>			<b>6</b>
5			Credit	Innovation (Purchasing lamps, Green education, O+M Starter, prevention through De		5
1			Credit	LEED Accredited Professional		1

4	0	0	<b>Regional Priority</b>			<b>4</b>
1			Credit	Outdoor Water Use Reduction	1 pt required	1
1			Credit	Heat Island Reduction	1 pt required	1
1			Credit	Low-Emitting Materials	1 pt required	1
1			Credit	Indoor Water Use Reduction	2 pts required	1

63	14	33	TOTALS				Possible Points:	110
Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110								

Design credits



**City of Las Vegas Public Library**

**30% Code Analysis**

**TERPconsulting #21.0403**

**APPLICABLE CODES & STANDARDS**

Applicable codes and standards for this project include the following:

- 2018 International Building Code with Southern NV amendments (SNBC)
- 2018 International Fire Code with Southern NV amendments (SNFC)
- 2018 Uniform Mechanical Code with Southern of NV amendments (SNMC)
- 2018 Uniform Plumbing Code with Southern NV amendments (SNPC)
- 2017 National Energy Code with Southern NV amendments (SNEC)
- NFPA 10 – *Standard for Portable Fire Extinguishers* (2018 edition)
- NFPA 13 – *Standard for the Installation of Sprinkler Systems* (2016 edition)
- NFPA 72 – *National Fire Alarm and Signaling Code* (2016 edition).

**FIRE DEPARTMENT ACCESS**

Site and building fire department access will be provided in accordance with SNFC Section 503. Fire department access will extend to within 250' of all portions of the exterior wall of the building, subject to approval by the fire code officials for sprinklered buildings.

Fire apparatus access roads will be a minimum of 24' wide in accordance with SNFC Section 503.2.1 with a minimum vertical clearance of 13'6". As required by SNFC Section 503.2.4, the required turning radius of a fire apparatus access road will be no less than 28' inside turning radius and 52' outside turning radius.

**BUILDING CONSTRUCTION**

The City of Las Vegas Public Library building will be of Type IIB construction in accordance with the SNBC.

Building structural elements will be fire-resistance rated in accordance with SNBC Table 601 as follows:

Building Element	Fire-Resistance Rating [hr]
Primary structural frame	0
Bearing walls	
Nonbearing walls	
Floor construction and secondary members	
Roof construction and secondary members	

The building will primarily consist of Group A-2, A-3, B, and S occupancies. The building will not exceed the area, height, or story limitations of the SNBC.

The maximum allowable height and area for sprinklered buildings of Type IIB construction containing the occupancies above are permitted to have the following:

- A maximum area of 28,500 ft<sup>2</sup> in accordance with SNBC Table 506.2
- A maximum height of 75' above grade plane per SNBC Table 504.3
- A maximum of three (3) stories per SNBC Table 504.4.

The area of the building is 32,800 sf. The code allows for the maximum allowable area listed above to be increased where the building perimeter is on a public way or open space that is at least 20' in width and accessed from a street or approved fire lane. The area is increased proportionally to the perimeter that fronts on a public way or open space to a maximum of 7,125 ft<sup>2</sup> in accordance with the provisions of SNBC Section 506.3.2. To comply with the area limitations, the perimeter that fronts on a secured courtyard will need to be considered accessible by North Las Vegas Building and Safety (NLVBS). Therefore, a fire wall will be assumed until this can be confirmed.

#### **FIRE-RESISTIVE SEPARATION**

A fire wall will be utilized separating the event center from the library for allowable area calculation purposes per SNBC Section 503.1; however, the contiguous structure will operate as a single building. The fire wall will not be utilized to control or separate other building features such as means of egress, building systems, or building utilities; fire walls will not require duplication of fire protection and life safety systems.

21.0403 CLV Public Library Code Narrative  
2 December 2022

The fire wall will be 2-hour fire resistance rated in accordance with SNBC Table 706.4. Openings in fire walls will be minimum 1 ½-hour fire protection rated, self-or automatic closing, and the aggregate width of openings will not exceed 25% of the length of the wall.

Fire walls will be designed and constructed to allow collapse of the structure on either side without collapse of the fire wall under fire conditions per SNBC Section 706.2.

The project will utilize the nonseparated mixed use provisions of Section 508.3. Therefore, no occupancy separations will be provided.

Interior exit stairs, elevator hoistways and other shafts will be separated by 1 -hour fire resistance rated construction per SNBC Section 713.

### INTERIOR FINISHES

Interior finishes will comply with SNBC Chapter 8.

### EGRESS

The project will utilize the following occupant load factors per SNBC Table 1004.5:

Occupancies	Occupant Load Factor
Assembly without fixed seats (chairs in rows)	7 ft <sup>2</sup> per person (net)
Multipurpose rooms/meeting rooms	15 ft <sup>2</sup> per person (net)
Classrooms	20 ft <sup>2</sup> per person (net)
Library reading room	50 ft <sup>2</sup> per person (net)
Library stacks	100 ft <sup>2</sup> per person (gross)
Offices	150 ft <sup>2</sup> per person (gross)
Kitchens	200 ft <sup>2</sup> per person (gross)
Equipment rooms/storage areas	300 ft <sup>2</sup> per person (gross)

21.0403 CLV Public Library Code Narrative  
2 December 2022

Interior exit stairways will be calculated multiplying the occupant load served by a stairway by a means of egress capacity factor of 0.2" per occupant in accordance with Exception 1 to SNBC Section 1005.3.1. Means of egress components other than stairways will be calculated multiplying the occupant load served by such component by a means of egress capacity factor of 0.15" per occupant in accordance with Exception 1 to SNBC Section 1005.3.2.

The maximum width of a swinging door leaf will not exceed 48" nominal as required by SNBC Section 1010.1.1. The minimum width of interior exit stairways will be 44" as required by SNBC Section 1011.2 except when serving an occupant load of less than 50, in which case a minimum width of 36" is permitted per Exception 1 to SNBC Section 1011.2.

Corridors widths will accommodate the occupant load served with a minimum as follows per SNBC Table 1020.2.

Use	Width [in]
With an occupant load < 50	36"
All others	44"

Egress doors will be operable from the egress side without the use of a key or special knowledge or effort and will swing in the direction of exit travel when serving an occupant load of 50 or more per SNBC Section 1010.1.2. Egress doors serving assembly spaces will be provided with panic hardware as required by SNBC Section 1010.1.10. Interior stairway doors will not be locked to prevent access to the floors or into the stairwell; however, the stairway discharge doors will only be locked on exterior side of the doors as permitted by Exception 1 to SNBC Section 1010.1.9.12.

Exit access travel distance to an exterior exit door, exit passageway, or enclosed interior exit stairway will not exceed the following in accordance with SNBC Table 1017.2:

Occupancy Group(s)	Max. Allowable Travel Distance [ft]
A/F-1/M/S-1	250
B	300

Common path of travel will not exceed 75', or 100' in Group B, F, and S occupancies per SNBC Table 1006.2.1.



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2 December 2022

Where more than a single exit or exit access doorway is required, the exit access will be arranged such that there are no dead ends in corridors greater than 20' in length or when the length of the dead-end corridor is less than 2.5 times the least width of the corridor per SNBC Section 1020.4. The length of dead-end corridors in Group B, F, M, and S occupancies will not exceed 50' in length as permitted by Exception 2 to SNBC Section 1020.4.

The maximum occupant load of all assembly spaces will be posted in a conspicuous location near the main exit in accordance with SNBC Section 1004.9.

### **FIRE SUPPRESSION SYSTEMS**

The building will be protected throughout by an NFPA 13 automatic sprinkler system in accordance with SNBC Section 903.2.3.

Sprinkler protection will be provided in accordance NFPA 13 as follows:

Use	Hazard Classification*	Density/Remote Area
Assembly areas/library (non-stack areas)/ offices	Light Hazard	0.1 gpm/ft <sup>2</sup> over most hydraulically remote 1,500 ft <sup>2</sup> (or reduced as allowed per NFPA 13)
Equipment rooms/ kitchens	Ordinary Hazard, Group 1	0.15 gpm/ft <sup>2</sup> over most hydraulically remote 1,500 ft <sup>2</sup>
Library Stacks, Storage (non-high-piled)	Ordinary Hazard, Group 2	0.2 gpm/ft <sup>2</sup> over most hydraulically remote 1,500 ft <sup>2</sup>

Automatic sprinkler protection will be omitted from other exterior canopies, roofs, decks, and similar projections are constructed entirely of noncombustible materials and where the exterior projections do not support occupancy above as permitted by NFPA 13 Section 8.15.7.2.

A fire riser room with exterior access is provided for the building. A single automatic sprinkler system will serve the building as the building is under 52,000 ft<sup>2</sup>. Floor control valves and waterflow switches will be provided at the lateral connection to the riser.

Quick-response type sprinklers will be used within the Light Hazard areas and where otherwise required by NFPA 13.

Electrical supervision will be provided at all sprinkler control valves and sprinkler waterflow switches as required by NFPA 13 Section 8.16.1.1.2. Monitoring will be provided for all alarm and trouble signals at a central station, proprietary, or remote station signaling service in accordance with NFPA 13 Section 8.16.1.1.2.1.

21.0403 CLV Public Library Code Narrative  
2 December 2022

Physical obstructions over 4' in width such as ducts and architectural elements will be provided with sprinkler protection underneath. Sprinklers will not be required within inaccessible, noncombustible concealed spaces as permitted by NFPA 13.

Fire extinguishers will be provided and placed in accordance with SCFC Section 906 and NFPA 10.

#### **FIRE ALARM & DETECTION SYSTEMS**

The building will be provided with a fire alarm system and detection system. The fire alarm and detection system will be designed in accordance with SNBC Section 907.2 and will comply with the requirements set forth by NFPA 72.

Initiating devices will include sprinkler waterflow switches, smoke detection and a single manual pull station in an approved location. Notification appliances throughout the building will activate upon associated initiating devices within the associated zone. Fire alarm audible and visual zones will be coordinated with fire alarm and sprinkler systems. Fire alarm devices will initiate a general alarm throughout the building.

Fire alarm audible notification appliance (speaker) coverage will be provided throughout the project area per SNFC Section 907.5.2.1.1. The appliances will provide a sound pressure level of 80 dB minimum and/or 15 decibels (dBA) above the average ambient sound level or 5 decibels (dBA) above the maximum sound level. Fire alarm visual notification appliance coverage will be provided in all public and common use areas located within the project areas per SNFC Section 907.5.2.3.1.

Fire alarm and detection systems will comply with NFPA 72. Detailed design drawings depicting fire alarm system modifications are required to be submitted by the fire alarm contractor to North Las Vegas Building and Safety (NLVBS) review and approval (i.e., performance specification provided with design-build by the fire alarm contractor).

#### **EMERGENCY RADIO COVERAGE**

The need for an emergency responder radio coverage system per SNFC Section 510.1.1 will be determined as the project progresses further.

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Las Vegas, NV 89102  
Tel: 702-483-6666  
Fax: 702-522-9888



November 30, 2022

**KME Architects**  
**West Las Vegas Library**  
**Structural Narrative**  
**KEG Project No. 21-2168**

## **CONCEPTUAL STRUCTURAL DESIGN NARRATIVE**

### **STRUCTURAL SYSTEM DESCRIPTION:**

This type of facility needs to meet Risk Category III structural loading. This loading requires the design to withstand 105 mph wind loads. The seismic design analysis and design of the structure will be based on the soils Site Class; for Site Class "C", Seismic Design Category "C" will apply; otherwise, for soils Site Class "D", Seismic Design Category "D" will apply.

The structural gravity system will be the exterior walls, steel post and beam framing, and foundations. Some exterior and interior walls will be structural, concrete masonry units (CMU) bearing walls and/or shear walls. The second floor will be steel beams with a steel composite deck while the roofs will be steel beams with a steel deck.

### **STRUCTURAL SYSTEMS:**

#### **• Gravity System:**

The roof framing will be steel columns and steel beams with a 1½" steel deck. Additional beams may be required for MEP items to be secured against wind loading. Typical roof framing sizes varies from W14s to W24s except for some cantilever beams and girders where deeper sections will be required.

The floor framing will consist of steel columns and steel beams with a composite deck that consists of 3½" concrete over a 3" steel deck. Typical floor framing sizes vary from W14s to W27s except for some cantilever beams and girders where deeper sections will be required.

**West Las Vegas Library  
KEG Project No. 21-2168**

**November 30, 2022**

The perimeter and some interior walls will consist of 8" solid grouted CMU-bearing walls. The exterior CMU walls will include parapets and will be reinforced at the very minimum with #5 bars each face at 24" OC.

The concrete slabs on grade will be 5" to 6" thick. Thickened slabs or continuous footings will be required under CMU walls. In addition, isolated footings will be required for columns.

• Lateral System:

The lateral system will consist of specially reinforced masonry shear walls utilizing the available perimeter CMU walls along with the available interior CMU. Steel moment and/or steel-braced frames may be required to provide support for the LED screen.

Please contact our office if you have questions or comments.

Sincerely,

**Kordt Engineering Group**



Angel Vila Noto, PE  
Associate Engineer



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## **WEST LAS VEGAS LIBRARY**

MARTIN LUTHER KING BLVD  
LAS VEGAS, NEVADA 89106

## **ELECTRICAL AND TELECOMMUNICATION NARRATIVE**

### **HPA CONSULTING ENGINEERS**

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LAS VEGAS, NV 89118  
JAMES Y. L. HOUGLAND, PE, RCDD, ESS  
STEVE ADAIR, RCDD

NOVEMBER 30, 2022  
30% DESIGN DEVELOPMENT SUBMITTAL



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### **EXECUTIVE SUMMARY**

HPA Consulting Engineers has been retained by the KME Architects to provide design services for mechanical, plumbing, electrical, and technology systems for a new West Las Vegas Library located in Las Vegas, Nevada. The facility will be approximately 30,000 sq. ft. and will include an event center, adult learning centers, offices, gallery, innovation labs, story time room, teen and multimedia rooms, and back of house support areas.



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## **ELECTRICAL**

### **General Requirements**

The design of new systems shall comply with the following codes:

1. International Building Code (IBC), 2018 Edition
2. International Energy Conservation Code (IECC), 2018 Edition
3. Occupational Safety and Health Act (OSHA)
4. National Fire Protection Agency NFPA-70 “National Electrical Code” (NEC), 2017 Edition
5. Southern Nevada Amendments
6. Nevada Administrative Code (NAC) 477
7. Nevada State Fire Marshal Division Requirements
8. National Fire Protection Agency NFPA-72 “National Fire Alarm Code”
9. National Fire Protection Agency NFPA-101 “Life Safety Code”

### **New Electrical Power Distribution**

The new building will be provided with one (1) new NV Energy electrical service. The new services will consist of one utility pad-mount transformer and transformer pads installed on site, 480/277 volt secondary service feeder to one service of 2,000 amp, 480 volt, 3-phase main service distribution switchboard located in the main electrical room which shall feed the entire building and site.

A system of 480/277 volt, 3-phase distribution boards and panelboards will feed the central plant, pumps, hvac equipment, site lighting, and interior lights. One (1) step down transformer will feed a 120/208 volt, 3-phase distribution board and panelboards which will provide power to the receptacles, low voltage devices, and equipment.

Refer to single line diagram sheet E0.03 for additional information.

Refer to Electrical sheets for additional information.

### **Emergency Power Distribution**

The new library building will be provided with local battery backup for all emergency lighting fixtures and TR room equipment.

### **Power Outlets And Receptacles**

A system of power outlets and receptacles shall be provided throughout the building that will be fed from the nearest 120/208V, 3ph, 4w panelboard. See electrical sheets for current power locations.



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### **Lighting**

Illumination levels shall be designed to comply with the standards contained in the latest recommendations of the Illumination Engineering Society (IES). All light fixtures shall have an energy efficient LED lamp source. Light fixtures shall be selected to fit within the confines of the architectural ceiling construction. General areas with lay-in ceilings will receive lay-in fixtures (either 2x4 or 2x2). Offices/conference rooms will receive either lay-in 2x4 indirect/direct troffers or linear pendant mounted fixtures depending on its intended use. All areas with gypboard ceilings will receive recessed or surface mounted fixtures. All areas with exposed structure will receive surface or pendant-mounted fixtures based on design illumination levels. Lighting controls will be through the use of local switching, and occupancy sensors. All areas affected by daylight shall be provided with a lighting system which utilizes dimming ballasts and photocell control to interface with the daylighting design and reduce power consumption while keeping a consistent lighting level.

Site lighting will be a combination of building mounted, floor, and pole mounted area LED fixtures. Pole mounted area lights may include motion sensors to allow dimming of the fixtures when there is no activity on site. Circuiting will be routed through lighting control panels to for efficient and time control of lighting.

Site pole receptacles will be provided at each parking area pole. These receptacles will be provided in a keyed box to only allow authorized access.





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## **TELECOMMUNICATION SYSTEMS**

The building shall be provided with all required special systems. These systems include fire alarm, intrusion alarm, telephone/data, MATV, Electronic Access Control (infrastructure), wireless network (WIFI), and multipurpose room AV sound system. See telecommunication (technology) sheets for current device locations and layouts. The following is a description of each system.

### **Two-Way Radio Antenna**

The ER and TRs on the upper floors shall have a wall space designated for this system. An electrical outlet and connection to the ground bus bar will be provided. A two inch conduit shall extend to the roof and extend three feet above the roof deck for an antenna.

### **Security Camera System**

Security cameras will be installed around the perimeter of buildings, in common areas, and in high value rooms. Any cameras beyond the building envelope will have to be within the 150 ft cabling radius from of the nearest TR. All cameras will be IP PoE powered from owner provided and installed network switches.

Cat6 Camera cabling will share the flexible wire tray for horizontal runs above the ceiling and transition to the conduit supporting each camera.

### **Telephone – Analog**

Multi-pair telephone cabling will route to TRs which have to support elevators, alarm reporting, and dedicated faxes for site administrators. Few TRs require cabling.

### **Intrusion Alarm System**

A combination of motion detection devices and recessed magnetic contact switches (wired) will secure the first floor perimeter of the building, high value spaces, and areas vulnerable to break-in due to accessibility. Doors which have electronic access control will also need a recessed door contact switch, regardless if it is an interior or exterior door.

### **Electronic Access Control**

Rough-in of proximity card read j-box and several components including conduit, wall cabinets in TRs, electronic strikes, and cabling can be installed and the cable professionally coiled/labeled in preparation to selection of vendor.



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### **Fire Alarm System**

The fire alarm system shall include manual pull stations, automatic smoke detectors, automatic duct smoke detectors, sprinkler system interconnections, elevator system interconnections, and audible/visual signaling devices throughout the campus.

### **MATV System**

Streaming video over the IP network will be used for all broadcasting content.

### **Data Network**

The network requires each TR to be connected to the ER with both OM4 and OS2 fiber optic cable. Cat6A UTP is used for VoIP and data outlets. Wireless PoE outlets are supported by Cat6A F/UTP cabling.

Data outlets are distributed throughout the building to support public and staff network connections. Computer classrooms and Flex rooms have a high density of outlets.

### **Wireless Network (WIFI)**

The network requires a grid of access points scattered through all public areas roughly 100ft on center which will require two data outlets per location. Wireless outlets will also be located on the outside of building using an industrial, weatherproof connector/faceplates.

### **Low Voltage Backbone Conduits (ER-TR / TR-TR)**

Low voltage services have been consolidated into larger conduits for backbone feeds between the ER and TRs. The size of the conduits to the first level TR (at base of stack) is intended to satisfy the backbone cabling needs for up to two stacked TRs (Levels 1-2). The services are consolidated as follows:

(3) 4" CONDUITS AND (1) 2" CONDUIT

(1) 4" C WITH THE FOLLOWING:

DATA, EMS

(1) 4" C WITH THE FOLLOWING:

INTRUSION ALARM, SEC. CAMERA, ELECTRONIC ACCESS CONTROL

(1) 4" C WITH THE FOLLOWING:

FIRE

(1) 4" C WITH THE FOLLOWING:

TELECOM

In cases where there are two stacked TRs, the first level TR shall have (2) 2" sleeves feeding up to the second level TR.

11. PROVIDE WITH 2" PLEATED MERV 8 PREFILTERS AND 12" MERV 13 CARTRIDGE TYPE FINAL FILTERS.
12. COORDINATE AIR HANDLING UNIT OPERATION WITH CONTROL DIAGRAMS AND CONTROL SEQUENCE OF OPERATION.
  - \_\_\_ UNIT SHALL BE PROVIDED ON STAND- BY POWER.
  - \_\_\_ DO NOT APPLY VAV UNIT (EXTERNALLY ISOLATED) FURNISH WITH INTERNAL SPRING ISOLATORS HAVING 2" STATIC DEFLECTION WITH SEISMIC RESTRAINT FOR SUPPLY AND RETURN FANS.
  - \_\_\_ (CONFORM WITH APPLICABLE CODES) PROVIDE DUCT SMOKE DETECTOR IN SUPPLY AND RETURN DUCTS.
16. PROVIDE UNIT MOUNTED MICROPROCESSOR CONTROLLER.
17. (APPLY APPLICATED ROOF CURB) PROVIDE FACTORY OPTION ROOF CURB.

1. PROVIDE PREMIUM EFFICIENCY INVERTER DUTY MOTOR.
2. PROVIDE CONCENTRIC INCREASER, ECCENTRIC REDUCER ON DISCHARGE AND SUCTION SIDE.
3. PROVIDE SUCTION DIFFUSER WITH MAXIMUM 1 PSI PRESSURE DROP.
4. PROVIDE HOSE THREAD BLOW-DOWN VALVE.

5.	PROVIDE STANDARD MECHANICAL BUNA/CERAMIC SEAL.
6.	PUMP SHALL BE NON-OVERLOADING ON ALL POINTS ON THE CURVE.
7.	PROVIDE VFD. REFER TO VFD SCHEDULE FOR ADDITIONAL INFORMATION.

1. ACTUAL OPERATION AT 2200 FT ABOVE SEA LEVEL.	4. PROVIDE 2" MERV 8 PLEATED FILTER.
2. PROVIDE WITH UNIT MOUNTED 3-SPEED SWITCH.	5. PROVIDE WITH VIBRATION ISOLATION.
3. PROVIDE WITH WALL-MOUNTED THERMOSTAT.	6. REFER TO CONTROL DIAGRAMS FOR CONTROL VALVE REQUIREMENTS.

1. ACTUAL OPERATION AT 2200 FT ABOVE SEA LEVEL.	5. PROVIDE WITH VIBRATION ISOLATION.
2. PROVIDE WITH UNIT MOUNTED 3-SPEED SWITCH.	6. SIZE AND ROUTE REFRIGERANT PIPING TO ASSOCIATED CONDENSING UNIT AS PER MANUFACTURER'S RECOMMENDATIONS.
3. PROVIDE WITH WALL-MOUNTED THERMOSTAT.	7. POWER PROVIDED THROUGH ASSOCIATED CONDENSING UNIT.
4. PROVIDE 2" MERV 8 PLEATED FILTER.	

1. OPERATION AT 2200 FEET ABOVE SEA LEVEL.	4. PROVIDE ASME PRESSURE-RELIEF VALVES, LOW WATER CUT-OFF WITH EMCS INTERFACE, AND/OR VISUAL ALARMS, THERMISTERS AND PRESSURE GAUGES, AND PILOT IGNITION ASSEMBLY.
2. PROVIDE WITH ON-NEE-FULFILLER ASSEMBLY FOR 9 PPM NOX AND 50 PPM CO OVER THE FULL RANGE OF BURNER OPERATION. PROVIDE BAROMETRIC DRAFT DAMPER AS REQUIRED FOR STABLE EFFICIENT OPERATION.	5. PROVIDE 1:1 TURN DOWN RATIO.
3. BOILERS TO BE PROVIDED WITH XX PSI NATURAL GAS SERVICE. PROVIDE REGULATORS AT EACH BURNER AS REQUIRED.	

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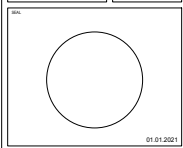
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DRAWING ISSUE LOG

[illegible]

PROJECT  
**WEST LAS VEGAS LIBRARY**  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

## MECHANICAL SCHEDULES

[illegible]

KME JOB NO.	2019-026
DRAWN BY:	HPA

SHEET NO. \_\_\_\_\_

## M0.10

A B C

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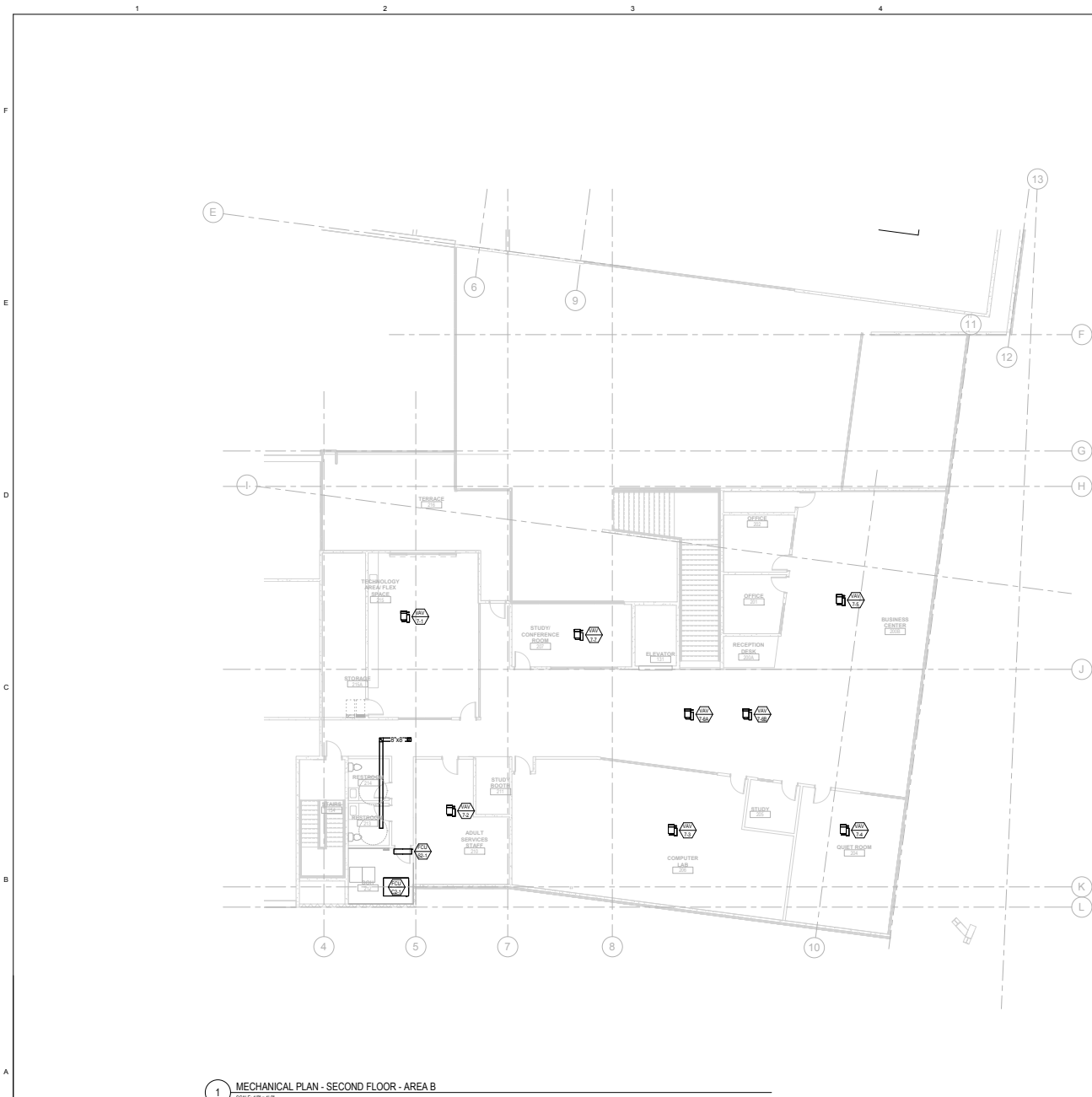
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1 MECHANICAL PLAN - SECOND FLOOR - AREA B  
SCALE: 1/8" = 1'-0"

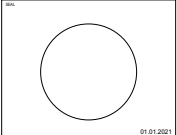
- GENERAL NOTES:**
1. MECHANICAL CONTRACTOR TO COORDINATE ROUTING AND LOCATION OF MECHANICAL COMPONENTS AND EQUIPMENT WITH ALL OTHER TRADES AND EXISTING FIELD CONDITIONS PRIOR TO PERFORMING WORK.
  2. CONTRACTOR TO CUT AND PATCH AS REQUIRED TO PERFORM THE WORK.
  3. ACCESS DOORS ARE REQUIRED FOR ANY COMPONENT REQUIRING ACCESS ABOVE HANG-UP CEILING. COORDINATE SIZE, LOCATION AND FINISH WITH ARCHITECT PRIOR TO PERFORMING WORK.
  4. REFER TO THE DIAGRAMS THAT APPLY TO THIS SHEET WHICH PROVIDE GENERAL GUIDANCE FOR INSTALLATION THOUGH NOT ALL COMPONENTS AND ACCESSORIES MAY BE SHOWN.
  5. PRIOR TO INSTALLATION, CONFIRM SPECIFIC LOCATION FOR ALL THERMOSTATS (SENSORS WITH ARCHITECT, MOUNT AT 48" AFF. OR IN ACCORDANCE WITH ADA REQUIREMENTS. PROVIDE LOOKING CONSOLE.
  6. COORDINATE AND CONFIRM BORDER, FRAME, FINISH, AND LOCATION WITH ARCHITECT PRIOR TO ORDERING.
  7. ANY PENETRATIONS THROUGH WALL, FLOOR, JOISTS, OR ROOF TO BE IN ACCORDANCE WITH THE LATEST ADOPTED BUILDING CODE.
  8. DUCT DIMENSIONS SHOWN ARE CLEAR INSIDE DIMENSIONS.
  9. BRANCH OUTFLOWS SHALL MATCH OFF-POSSIBLE UNLESS NOTED OTHERWISE.

**SHEET NOTES:** ◇

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30% DESIGN DEVELOPMENT	2022/11/30

**PROJECT**  
**WEST LAS VEGAS LIBRARY**  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

**PROJECT TITLE**  
**MECHANICAL PLAN - SECOND FLOOR - AREA B**

REVISIONS	

KME JOB NO.	2019-028
DRAWN BY	HPA
SHEET NO.	M2.20B







GENERAL NOTES:

1. MECHANICAL CONTRACTOR TO COORDINATE ROUTING AND LOCATION OF MECHANICAL COMPONENTS AND EQUIPMENT WITH ALL OTHER TRADES AND EXISTING FIELD CONDITIONS PRIOR TO PERFORMING WORK.
2. CONTRACTOR TO CUT AND PATCH AS REQUIRED TO PERFORM THE WORK.
3. ACCESS DOORS ARE REQUIRED FOR ANY COMPONENT REQUIRING ACCESS ABOVE HARD UP CEILINGS. COORDINATE SIZE, LOCATION AND FINISH WITH ARCHITECT PRIOR TO PERFORMING WORK.
4. REFER TO THE DIAGRAM THAT APPLY TO THIS SHEET WHICH PROVIDE GENERAL GUIDANCE FOR INSTALLATION THOUGH NOT ALL COMPONENTS AND ACCESSORIES MAY BE SHOWN.
5. PRIOR TO INSTALLATION, CONFIRM SPECIFIC LOCATION FOR ALL THERMOSTATS / SENSORS WITH ARCHITECT. MOUNT AT 4" A.F.F. OR IN ACCORDANCE WITH ADA REQUIREMENTS. PROVIDE LOCKING COVERS.
6. ANY PENETRATIONS THROUGH WALL, STUDS, FLOOR JOISTS, OR ROOF TO BE IN ACCORDANCE WITH THE LATEST ADAPTED BUILDING CODE.

**SHEET NOTES:** 

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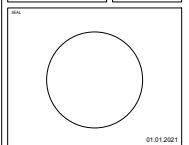
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DRAWING ISSUE LOG

[illegible]

PROJECT  
**WEST LAS VEGAS LIBRARY**  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

ENLARGED CENTRAL PLANT PLAN

## REVISIONS

[illegible]

KME JOB NO.	2019-026
DRAWN BY:	HPA

SHEET NO. \_\_\_\_\_

## M5.01

## PLUMBING LINETYPES

(THIS IS A MASTER LEGEND. NOT ALL MAY APPEAR ON DRAWINGS.)

_____ F 1/4 _____	COMPRESSED AIR PIPING
_____ F 1/2 _____	COLD WATER PIPING
_____ F 3/4 _____	FILTERED COLD WATER PIPING
_____ F 1 _____	SOFTENED COLD WATER PIPING
_____ F 1 1/2 _____	ROOF DRAIN PIPING
_____ F 2 _____	OVER-LOW ROOF DRAIN PIPING
_____ F 3 _____	WASTE PIPING
_____ F 4 _____	UNDERGROUND WASTE PIPING
_____ F 6 _____	GREASE WASTE PIPING
_____ F 8 _____	UNDERGROUND GREASE WASTE PIPING
_____ F 10 _____	VENT PIPING
_____ F 12 _____	CONDENSATE DRAIN PIPING
_____ F 14 _____	HOT WATER PIPING
_____ F 16 _____	140°F HOT WATER PIPING
_____ F 18 _____	HOT WATER RETURN PIPING
_____ F 20 _____	140°F HOT WATER RETURN PIPING
_____ F 24 _____	TEMPERED WATER PIPING
_____ F 30 _____	NATURAL GAS PIPING - LOW PRESSURE
_____ F 36 _____	NATURAL GAS PIPING - MEDIUM PRESSURE
_____ F 42 _____	PROPANE GAS PIPING
_____ F 48 _____	ACID WASTE PIPING
_____ F 60 _____	UNDERGROUND ACID WASTE PIPING
_____ F 72 _____	ACID VENT PIPING

## ABBREVIATIONS LIST

(THIS IS A MASTER LEGEND; NOT ALL MAY APPEAR ON DRAWINGS.)

AABC	AMERICAN BUILDING COUNCIL	N/A	NOT APPLICABLE
AFB	ANALOG FRIESED FLOOR	NB	NORMALLY CLOSED
ASHRAE	AMERICAN SOCIETY OF HEATING, REFRIGERATION, AND AIR CONDITIONING ENGINEERS	NBIB	NATIONAL INTERNATIONAL BALANCING BUREAU
		NCC	NATIONAL ELECTRICAL CODE
BHP	BRAKE HORSEPOWER	NFPA	NATIONAL FIRE PROTECTION ASSOCIATION
BTU	BRITISH THERMAL UNIT PER HOUR	N/C	NOT IN CONTRACT
CH	CUMULATIVE FRIESED FLOOR	NO	NORMALLY OPEN
CHD	CHILLED WATER RETURN	NTS	NOT TO SCALE
CHS	CHILLED WATER SUPPLY	OUT	OUTSIDE AIR
CND	CONDENSATE DRAIN	OUT/AT	OUTSIDE AIR TEMPERATURE (°F)
COND	CONDENSATE WATER	OSP	OUTSIDE PRESSURE BAR
CS	CONDENSER WATER SUPPLY	OFI	OWNER FURNISHED CONTRACTOR INSTALLED
D	DRAIN	PO	PRESSURE DROP
DB	DRY BULB TEMPERATURE (°F)	PSI	POUNDS PER SQUARE INCH
DCC	DIRECT DUCT CONTROLS	PSIA	POUNDS PER SQUARE INCH ABSOLUTE
DIA	DIAMETER	PSID	POUNDS PER SQUARE INCH DIFFERENTIAL
DJ	DIRECT EXPANSION	PSIG	POUNDS PER SQUARE INCH GAUGE
(E)	EXISTING TO REMAIN	RA	RETURN AIR
EA	EXHAUST AIR DACH	RE	RETURN AIR
ENT	ENTERING AIR TEMPERATURE (°F)	REL	RELATIVE HUMIDITY
EFF	EFFICIENCY	RPM	REVOLUTIONS PER MINUTE
EFFC	EFFICIENCY FACTOR	SA	SUPPLY AIR
ESP	EXTERNAL STATIC PRESSURE	SB	SMOKE DAMPER
ESP	EXTERNAL WATER TEMPERATURE (°F)	SEER	SEASONAL ENERGY EFFICIENCY RATIO
F	FEET	SP	STATIC PRESSURE
F°	DEGREES FAHRENHEIT	SQ	SQUARE FEET
FFM	FEET PER MINUTE	SS	STAINLESS STEEL
GA	GAGE OR GAUGE	TD	TEST AND BALANCE TEMPERATURE
GAL	GALLONS	TEMP	TEMPERATURE
HP	HORSEPOWER	TH	TOTAL STATIC PRESSURE
HPS	HIGH PRESSURE GAGE	TYP	TYPICAL
HUPTR	HEATING UNIT PERFORMANCE RATIO	UBC	UNIFORM BUILDING CODE
HV	HEATING WATER SUPPLY	UL	UNDERLIES
HZ	HERTZ	UNIFORM	UNIFORMLY OTHERWISE NOTED
IB	INTERNATIONAL BUILDING CODE	UNIFORM PLUMBING CODE	
IC	INTERNATIONAL MECHANICAL CODE	VPH	VOLTS/PIECE
IPC	INTERNATIONAL PLUMBING CODE	VV	VARIABLE FREQUENCY DRIVE
KW	KILOWATT	WB	WET BULB TEMPERATURE
L	LEAVING AIR TEMPERATURE (°F)	WG	WATER GAUGE
LAT	LEAKAGE	WMS	WEST MESH SCREEN
MIN	MINIMUM		
MIP	ONE THOUSAND BTU		
MCCP	MINIMUM CROFT AMP	(X)	XYING TO BE DEMOLISHED
MCP	MAXIMUM OVER CURRENT PROTECTION		

## PRICING NOTES

A.	DOMESTIC WATER PIPING ABOVE GRADE TO BE TYPE L COPPER WITH PRESS FITTINGS.
B.	DOMESTIC WATER PIPING BELOW GRADE TO BE TYPE L COPPER WITH FLANGED FITTINGS.
C.	DOMESTIC HOT WATER PIPING TO BE AS FOLLOWS:
D.	1. SIZES UP TO 1-1/2" TO BE 1/2" THICK FIBERGLASS WITH ASU WITH MINIMUM K VALUE OF 0.27 BTU-IN/HR-FT <sup>2</sup> .
E.	2. SIZES 1-1/2" AND LARGER - 1" THICK FIBERGLASS WITH ASU WITH MINIMUM K VALUE OF 0.27 BTU-IN/HR-FT <sup>2</sup> .
F.	WASTE AND VENT PIPING ABOVE GRADE TO BE 1/2" HUB CAST IRON WITH HEAVY DUTY COUPLINGS.
G.	WASTE AND VENT PIPING BELOW GRADE TO BE 1/2" HUB CAST IRON WITH HEAVY DUTY COUPLINGS.
H.	4" GAS PIPING TO BE SCHEDULE 40 SOLID CORE ABS.
I.	4" GAS PIPING TO BE SCHEDULE 40 BLACK STEEL WITH THREADED FITTINGS OR PRESS FITTINGS.

DRAWING INDEX - PLUMBING		2024/11/26	
SHEET NUMBER	SHEET TITLE	NO.	REVISION / DEVELOPMENT
P0.00	PLUMBING COVER SHEET	X	
P0.10	PLUMBING SCHEDULES	X	
P0.20	PLUMBING DIAGRAMS	X	
P0.21	PLUMBING DIAGRAMS	X	
P0.30	PLUMBING ENERGY CODE COMPLIANCE	X	
P0.50	PLUMBING SCHEMATIC DIAGRAMS	X	
P1.10	PLUMBING SITE PLAN	X	
P2.10A	PLUMBING WASTE AND VENT PLAN - FIRST FLOOR - AREA A	X	
P2.10B	PLUMBING WASTE AND VENT PLAN - FIRST FLOOR - AREA B	X	
P2.10C	PLUMBING WASTE AND VENT PLAN - FIRST FLOOR - AREA C	X	
P2.20B	PLUMBING WASTE AND VENT PLAN - SECOND FLOOR - AREA B	X	
P3.10A	PLUMBING DOMESTIC WATER PLAN - FIRST FLOOR - AREA A	X	
P3.10B	PLUMBING DOMESTIC WATER PLAN - FIRST FLOOR - AREA B	X	
P3.10C	PLUMBING DOMESTIC WATER PLAN - FIRST FLOOR - AREA C	X	
P3.20B	PLUMBING DOMESTIC WATER PLAN - SECOND FLOOR - AREA B	X	
P4.10A	PLUMBING ROOF PLAN - LOW ROOF - AREA A	X	
P4.10C	PLUMBING ROOF PLAN - LOW ROOF - AREA C	X	
P4.20B	PLUMBING ROOF PLAN - HIGH ROOF - AREA B	X	
P5.01	ENLARGED CHILLER THREE PLAN	X	
P5.02	ENLARGED CHILLER THREE PLAN	X	
P5.11	ENLARGED PLUMBING PLANS	X	
P5.12	ENLARGED PLUMBING PLANS	X	
P5.13	ENLARGED PLUMBING PLANS	X	
P5.14	ENLARGED PLUMBING PLANS	X	
P5.15	ENLARGED PLUMBING PLANS	X	
P5.16	ENLARGED PLUMBING PLANS	X	
P5.17	ENLARGED PLUMBING PLANS	X	
P5.18	ENLARGED PLUMBING PLANS	X	
SHEET TOTAL	SHEET TOTAL	2	

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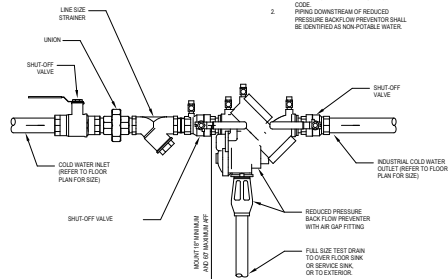
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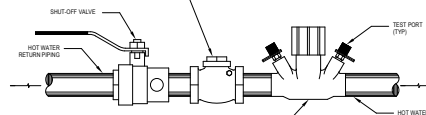
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	<p>DRAWING ISSUE LOG</p>	
	<p>30% DESIGN DEVELOPMENT 2024.01.01</p>	

<b>PURPOSE</b>	<b>WEST LAS VEGAS LIBRARY XXX MARTIN LUTHER KING BLVD. LAS VEGAS, NV 89106</b>
<b>DATE OF DESIGN</b>	<b>PLUMBING COVER SHEET</b>
REVISIONS	
HME JOB NO.	2010-026
DRAWN BY:	RFA
SHEET NO.	
P0.00	

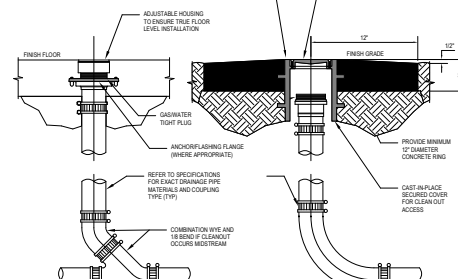




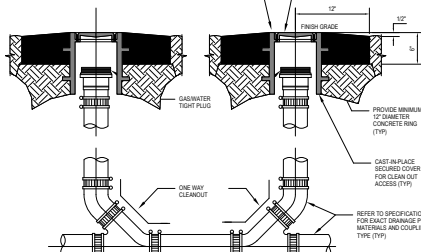
1 DIAGRAM - BACKFLOW PREVENTOR  
NO SCALE



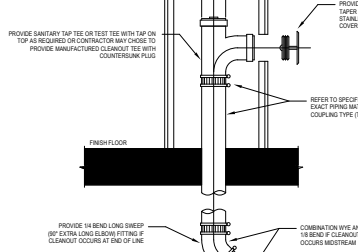
2 DIAGRAM - BALANCING VALVE ASSEMBLY  
NO SCALE



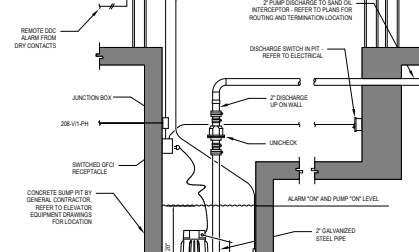
3 DIAGRAM - CLEANOUT - FLOOR / GRADE  
NO SCALE



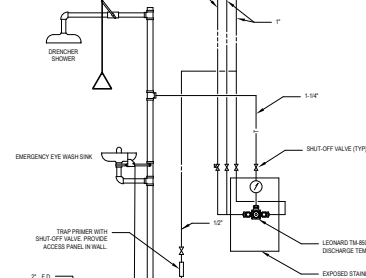
4 DIAGRAM - CLEANOUT - TWO-WAY  
NO SCALE



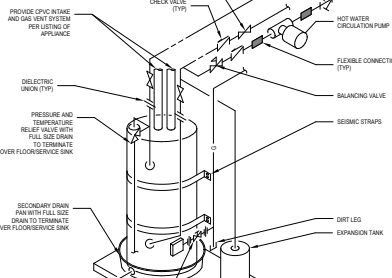
5 DIAGRAM - CLEANOUT - WALL  
NO SCALE



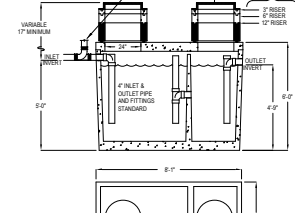
6 DIAGRAM - ELEVATOR SUMP PUMP  
NO SCALE



7 DIAGRAM - EMERGENCY EYEWASH  
PG 20 NO SCALE



8 DIAGRAM - GAS WATER HEATER DIRECT VENT  
PD 20 NO SCALE



9 DIAGRAM - GREASE INTERCEPTOR - 750 GALLON  
PD 20 NO SCALE

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A circle with a radius of 10 cm.

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[illegible]


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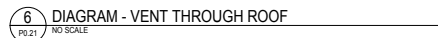
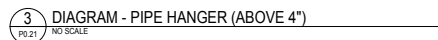
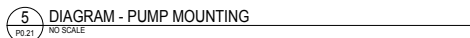
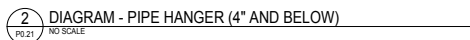
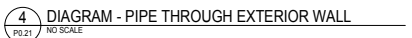
MEET THE **PLUMBING DIAGRAMS**

[illegible]

KME JOB NO.	2019-026
DRAWN BY:	HPA

SHEET NO.

**P0.20**



(THIS IS A MASTER LEGEND. NOT ALL SYMBOLS MAY APPEAR ON DRAWINGS.)


DUCT DETECTOR  
 HEAT DETECTOR  
 FIRE SMOKE DAMPER - PROVIDED BY MECHANICAL  
 FIRE ALARM CONTROL PANEL  
 TAMPER SWITCH  
 DOOR LOCK - ELECTRONIC - WALL MOUNTED @ +48" AFF UNLESS NOTED  
 CARD READER - ELECTRONIC - WALL MOUNTED @ +48" AFF UNLESS NOTED  
 OCCUPANCY SENSOR - CEILING MOUNTED  
 OCCUPANCY SENSOR - WALL MOUNTED @ +48" AFF UNLESS NOTED  
 TIMECLOCK - WALL MOUNTED @ +48" AFF UNLESS NOTED  
 DOOR HOLDER - CEILING MOUNTED  
 DOOR HOLDER - WALL MOUNTED  
 INTERCOM STATION - WALL MOUNTED @ +48" AFF UNLESS NOTED  
 JUNCTION BOX  
 JUNCTION BOX - WALL MOUNTED - HEIGHT AS INDICATED  
 JUNCTION BOX - FLOOR FLUSH  
 SIGNAGE JUNCTION BOX  
 SIGNAGE JUNCTION BOX - WALL MOUNTED - HEIGHT AS INDICATED  
 NON-FUSED DISCONNECT SWITCH - SIZE AS INDICATED  
 FUSED DISCONNECT SWITCH - SIZE AS INDICATED  
 COMBINATION NON-FUSED/FUSED SWITCH AND STARTER - SPECIFIED ON DRAWINGS  
 MAGNETIC MOTOR STARTER  
 MOTOR  
 CONTACTOR  
 RELAY  
 PHOTOCELL  
 THERMOSTAT OUTLET - PROVIDED BY MECHANICAL  
 TRANSFORMER  
 277VAC, 3PH, 4W PANELBOARD  
 120/208V, 3PH, 4W PANELBOARD  
 120/240V, 1PH, 3W LOAD CENTER  
 MEDIA CONSOLIDATION CENTER  
 AUTOMATIC TRANSFER SWITCH  
 HVAC EQUIPMENT - PROVIDED BY MECHANICAL  
 ELEVATOR CONTROLLER - FURNISHED BY OTHERS  
 FOOD SERVICE EQUIPMENT - FURNISHED BY OTHERS  
 PULL BOX  
 ELECTRICAL RISER  
 FIXED CAMERA - FURNISHED BY OTHERS  
 PANTILL CAMERA WITH DOME - FURNISHED BY OTHERS  
 FUSED SWITCH  
 POTENTIAL TRANSFORMER  
 CURRENT TRANSFORMER  
 CIRCUIT BREAKER  
 PANELBOARD ON SINGLE LINE DIAGRAMS  
 METER  
 SHUNT TRIP  
 GROUND FAULT PROTECTION  
 NOTE CALLOUT  
 MOUNTING HEIGHT TO CENTERLINE OF DEVICE AFF OR UNLESS NOTED  
 HOMERUN COUNT - STROKES INDICATE QUANTITY OF CONDUCTORS  
 CONDUIT RUN EXPOSED  
 CONDUIT RUN CONCEALED IN WALL OR ABOVE CEILING  
 CONDUIT BELOW FLOOR OR GRADE  
 EXISTING CONDUIT AND WIRE TO REMAIN  
 EXISTING CONDUIT AND WIRE TO BE REMOVED  
 1/2" #2 & 1 #2 AND THIN UNLESS NOTED  
 1/2" #2 & 1 #2 AND THIN UNLESS NOTED  
 1/2" #2 & 1 #2 AND THIN UNLESS NOTED  
 CABLE TRAY - TYPE SPECIFIED ON DRAWINGS  
 RISER UP - SEE RISER DIAGRAM FOR WIRE SIZE, CABLE TYPE AND/OR QUANTITIES  
 RISER DOWN - SEE RISER DIAGRAM FOR WIRE SIZE, CABLE TYPE AND/OR QUANTITIES

(THIS IS A MASTER LEGEND. NOT ALL ABBREVIATIONS MAY APPEAR ON DRAWINGS.)

AFF ABOVE FINISHED FLOOR  
 AFG ABOVE FINISHED GRADE  
 AMR AMPLIFYING CURRENT  
 ALTS ALTERNATE  
 AUT AUTOMATIC TRANSFER SWITCH  
 BFG BELOW FINISHED GRADE  
 BFGD BELOW FINISHED GRADE  
 C CONDUIT  
 CU COPPER  
 DB DISTRIBUTION BOARD  
 EA EXISTING TO REMAIN  
 EM EMERGENCY  
 EMCBS ENERGY MANAGEMENT CONTROL SYSTEM  
 EWC EXISTING WATER COOLER  
 F FUSIBLE ELEMENT (TIME DELAY)  
 FND FOUNDED BY OTHERS  
 FUS FUSE FOR MAINS  
 GFI GROUND FAULT CIRCUIT INTERRUPTER  
 GND GROUND  
 IG ISOLATED GROUND  
 JBX JUNCTION BOX  
 KVA KILOVOLT-AMPS  
 KWH KILOWATT  
 MFC MOTOR CONTROL CENTER  
 MPC MAIN POWER CENTER  
 NE NORMALLY CLOSED  
 NEC NATIONAL ELECTRIC CODE  
 NFPA NATIONAL FIRE PROTECTION ASSOCIATION  
 NFC NOT IN CONTRACT  
 NGD NIGHT LIGHT  
 NO NORMALLY OPEN  
 NTS NOT TO SCALE  
 PB PULLBOX  
 PL PANEL BOARD  
 (R) EXISTING TO BE RELOCATED  
 (R) REINFORCED CONCRETE/STEEL  
 SWSQ SQUARE FEET  
 TL TWISTLOCK  
 TUS TRANSIENT VOLTAGE SURGE SUPPRESSION  
 TYPICAL  
 U UNDER  
 UMC UNDER MECHANICAL CODE  
 UMS UNDER MOUNTED  
 UPS UNINTERRUPTIBLE POWER SUPPLY  
 V VOLTS  
 VA VOLTS-AMPS  
 VPHS VOLT-PIEASE/AMPS  
 VPHS VOLT-PIEASE/HERTZ  
 WDR WEATHER PROOF DRIVE (PROVIDED BY MECHANICAL)  
 WDR WEATHER PROOF (SEAL 30)  
 WDR WEATHER RESISTANT DUTY IN USE COVER)  
 (X) EXISTING TO BE REMOVED  
 XFMR TRANSFORMER  
 XP EXP

SHEET NUMBER	SHEET TITLE
-----------------	-------------

00.01	ELECTRICAL CODE SHEET
00.01	ELECTRICAL SPECIFICATIONS
00.02	JOINTING/FUTURE SCHEDULES
00.03	ELECTRICAL SINGLE LINE DIAGRAM
00.10	ELECTRICAL SCHEDULES
00.11	ELECTRICAL SCHEDULES
00.12	ELECTRICAL SCHEDULES
00.12	ELECTRICAL DIAGRAMS
00.13	ELECTRICAL ENERGY CODE COMPLIANCE
01.10	ELECTRICAL SITE PLAN
02.10	ELECTRICAL OVERALL PLAN - FIRST FLOOR
02.10A	ELECTRICAL PLAN - FIRST FLOOR - AREA A
02.10B	ELECTRICAL PLAN - FIRST FLOOR - AREA B
02.10C	ELECTRICAL PLAN - FIRST FLOOR - AREA C
02.10D	ELECTRICAL OVERALL PLAN - SECOND FLOOR
02.10A	ELECTRICAL PLAN - SECOND FLOOR - AREA B
03.10A	LIGHTING PLAN - FIRST FLOOR - AREA A
03.10B	LIGHTING PLAN - FIRST FLOOR - AREA B
03.10C	LIGHTING PLAN - FIRST FLOOR - AREA C
03.10D	LIGHTING PLAN - SECOND FLOOR - AREA B
04.10A	ELECTRICAL ROOF PLAN - LOW ROOF - AREA A
04.10C	ELECTRICAL ROOF PLAN - LOW ROOF - AREA C
04.10D	ELECTRICAL ROOF PLAN - HIGH ROOF - AREA D
05.01	ELECTRICAL ENLARGED PANELS/TRANSFORMERS
05.02	ELECTRICAL ENLARGED PANELS
05.03	ELECTRICAL ENLARGED PLANS
SHEET TOTAL:	3



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30% DESIGN DEVELOPMENT	2022/11/30





[illegible][illegible][illegible][illegible]

1312

RA-V-HE

<p> <b>IE</b>  <b>G</b> </p>	<p> <b>R</b> </p>
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**S<sup>K</sup>**

91	HE	EG
91	HE	EG

W  
LU  
WV

<p><b>A</b></p> <p>TI</p> <p>AS</p>	<p><b>R</b></p>
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ST	MA	/E	C:
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QUESTIONS  
ANSWERS  
QUESTIONS  
ANSWERS

REVISIONS	
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KME JOB NO.	2019-026
DRAWN BY:	Author

SHEET NO.

**£0.00**

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## 187

# Final Regular Board of Trustees Meeting- January 19, 2023 - Item IX.- New Business

Panel: L14V

LOCATION: AV ROOM 213

SUPPLY FROM: BL1

PANEL VOLTAGE: 208/120V, 3PH, 4W

BUS: 225 A

MAN: 225 A

AC RATING: 10000

CIRCUIT CODE: N: NON-CONTINUOUS  
C: CONTINUOUS  
R: DEMANDABLE RECEPTS  
E: ELEV

M: MOTOR  
K: KITCHEN  
E: ELEV

AC RATING: 10000

MOUNTING SURFACE

R: DEMANDABLE RECEPTS  
E: ELEV

End-Use Type 1

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Panel: L1C		LOCATION: STORAGE 123		PANEL VOLTAGE: 208/120V, 3PH, 4W		CIRCUIT CODE: N: NON-CONTINUOUS		M: MOTOR	
SUPPLY FROM: BL1		BUS: 225 A		MAN: 225 A		C: CONTINUOUS		K: KITCHEN	
AC RATING: 10000		MOUNTING SURFACE		R: DEMANDABLE RECEPTS		E: ELEV			
End-Use Type 1	Description	Notes	W	U	W	U	W	U	W
1	20 A 1 SPARE		0	0	0	0	0	0	0
2	20 A 1 SPARE		0	0	0	0	0	0	0
3	20 A 1 SPARE		0	0	0	0	0	0	0
4	20 A 1 SPARE		0	0	0	0	0	0	0
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6	20 A 1 SPARE		0	0	0	0	0	0	0
7	20 A 1 SPARE		0	0	0	0	0	0	0
8	20 A 1 SPARE		0	0	0	0	0	0	0
9	20 A 1 SPARE		0	0	0	0	0	0	0
10	20 A 1 SPARE		0	0	0	0	0	0	0
11	20 A 1 SPARE		0	0	0	0	0	0	0
12	20 A 1 SPARE		0	0	0	0	0	0	0
13	20 A 1 SPARE		0	0	0	0	0	0	0
14	20 A 1 SPARE		0	0	0	0	0	0	0
15	20 A 1 SPARE		0	0	0	0	0	0	0
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LOAD CLASSIFICATION			CONNECTED LOAD	DEMAND FACTOR	ESTIMATED DEMAND	PANEL TOTALS			
						PANEL(S) TOTAL CONNECTED KVA: 0 KVA			
						PANEL(S) DEMAND KVA: 0 KVA			
						PANEL(S) DEMAND AMPS: 0 A			
NOTES:									

Panel: L1F

LOCATION: STORAGE 158A

SUPPLY FROM: BL1

PANEL VOLTAGE: 208/120V, 3PH, 4W

BUS: 225 A

MAIN: 225 A

AC RATING: 10000

CIRCUIT CODE: N: NON-CONTINUOUS

C: CONTINUOUS

R: DEMANDABLE RECEPTS

M: MOTOR

K: KITCHEN

E: ELEV

MOUNTING SURFACE

RS: DWELLING RECEIPTS

End-Use Type 1

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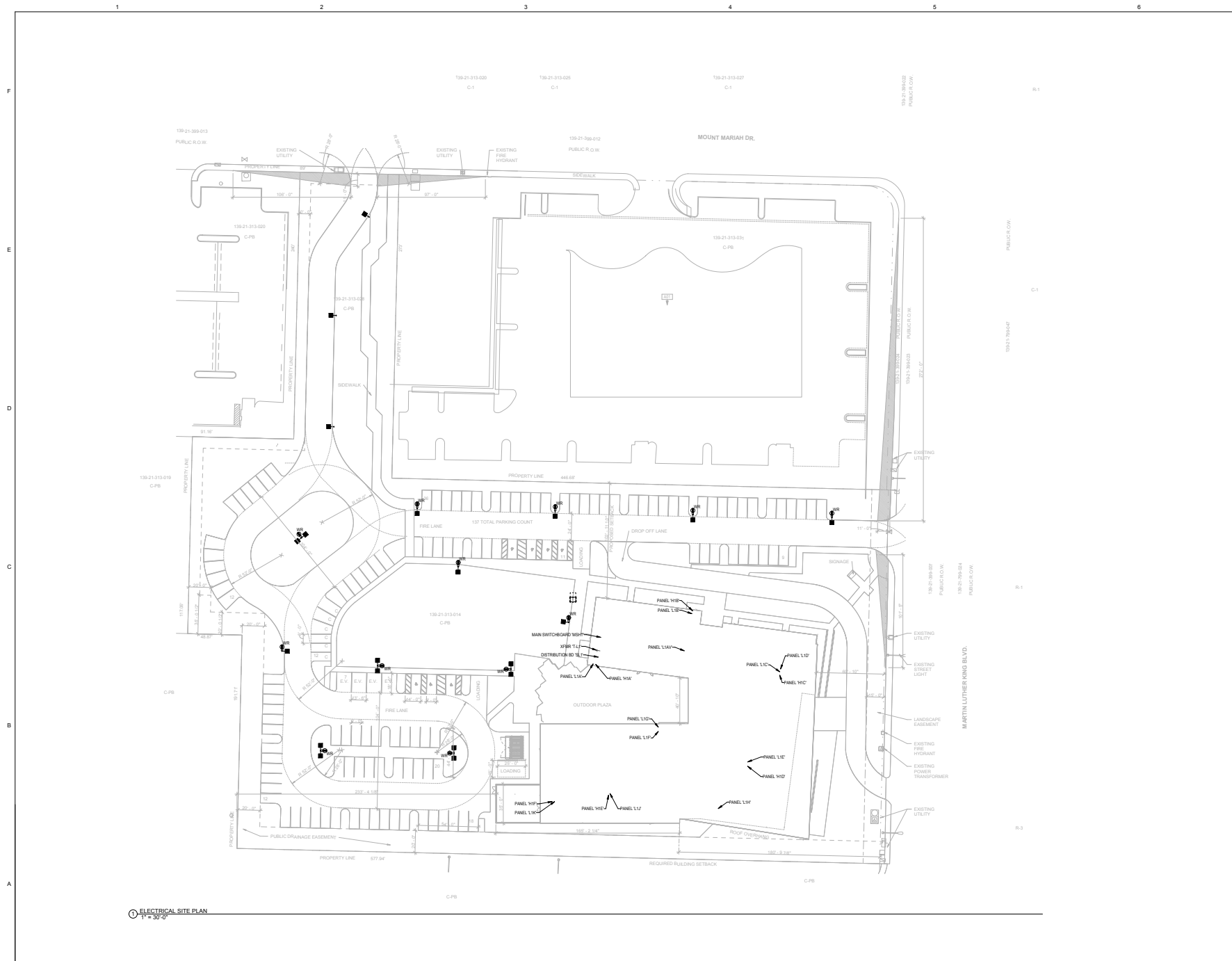
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Panel: L1A		LOCATION: BDR-ELEC. ROOM 116
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702.735.1111  
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**PROJECT:**  
WEST LAS VEGAS LIBRARY  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

**PROJECT TITLE:**  
ELECTRICAL SITE PLAN

DRAWING ISSUE LOG	
NO.	DESCRIPTION
1	01/01/2021

REVISIONS	
NO.	DESCRIPTION
1	01/01/2021

KME JOB NO. 2019-028

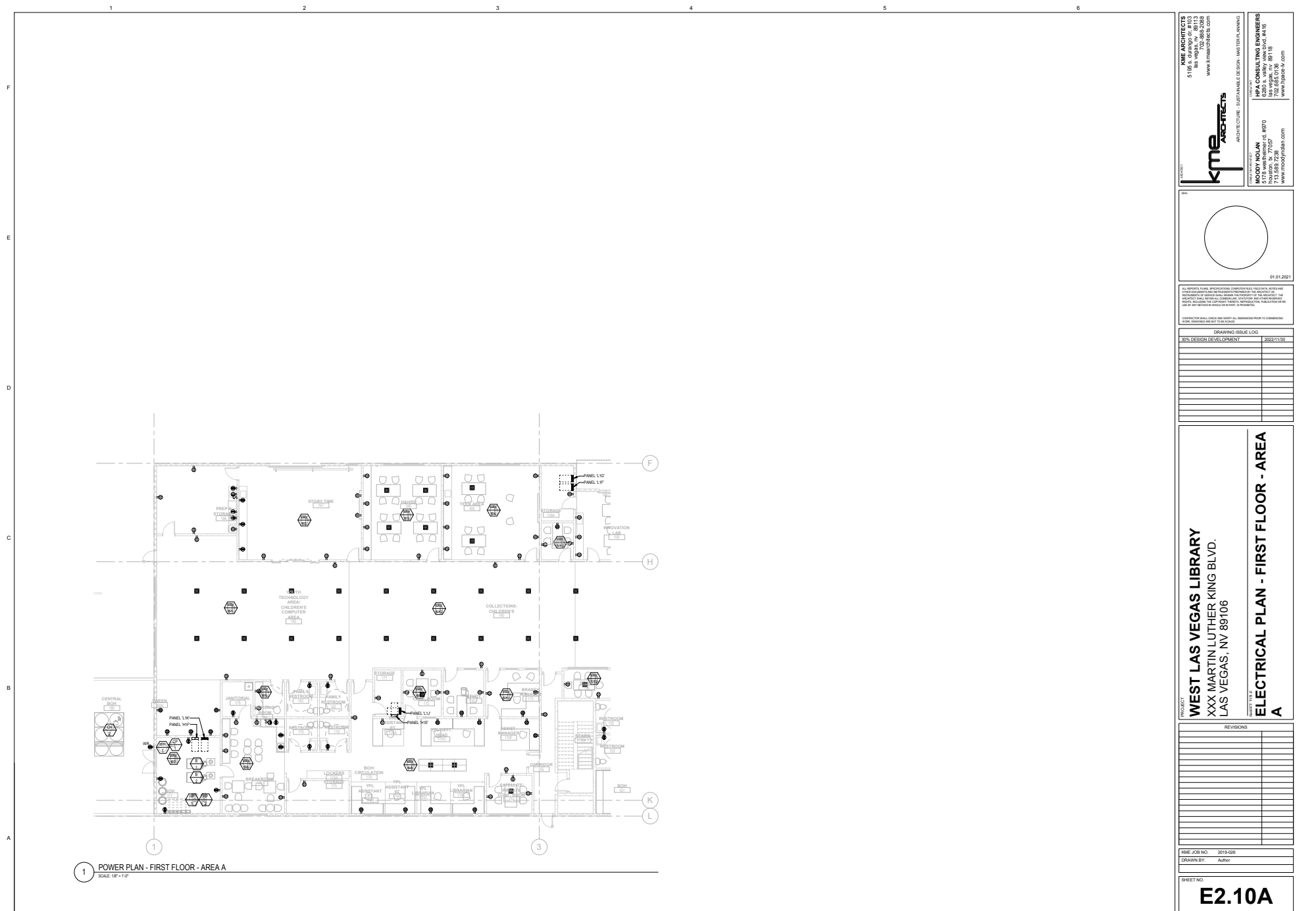
DESIGN BY: AMN

SHEET NO. **E1.10**



① POWER OVER  
3/32" = 1'-0"

[illegible]





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**kme architects**  
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01.2021

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PROJECT  
**WEST LAS VEGAS LIBRARY**  
XXX MARTIN LUTHER KING BLVD.  
LAS VEGAS, NV 89106

---

DATE: FEB 16  
**ELECTRICAL PLAN - FIRST FLOOR - AREA**  
**B**

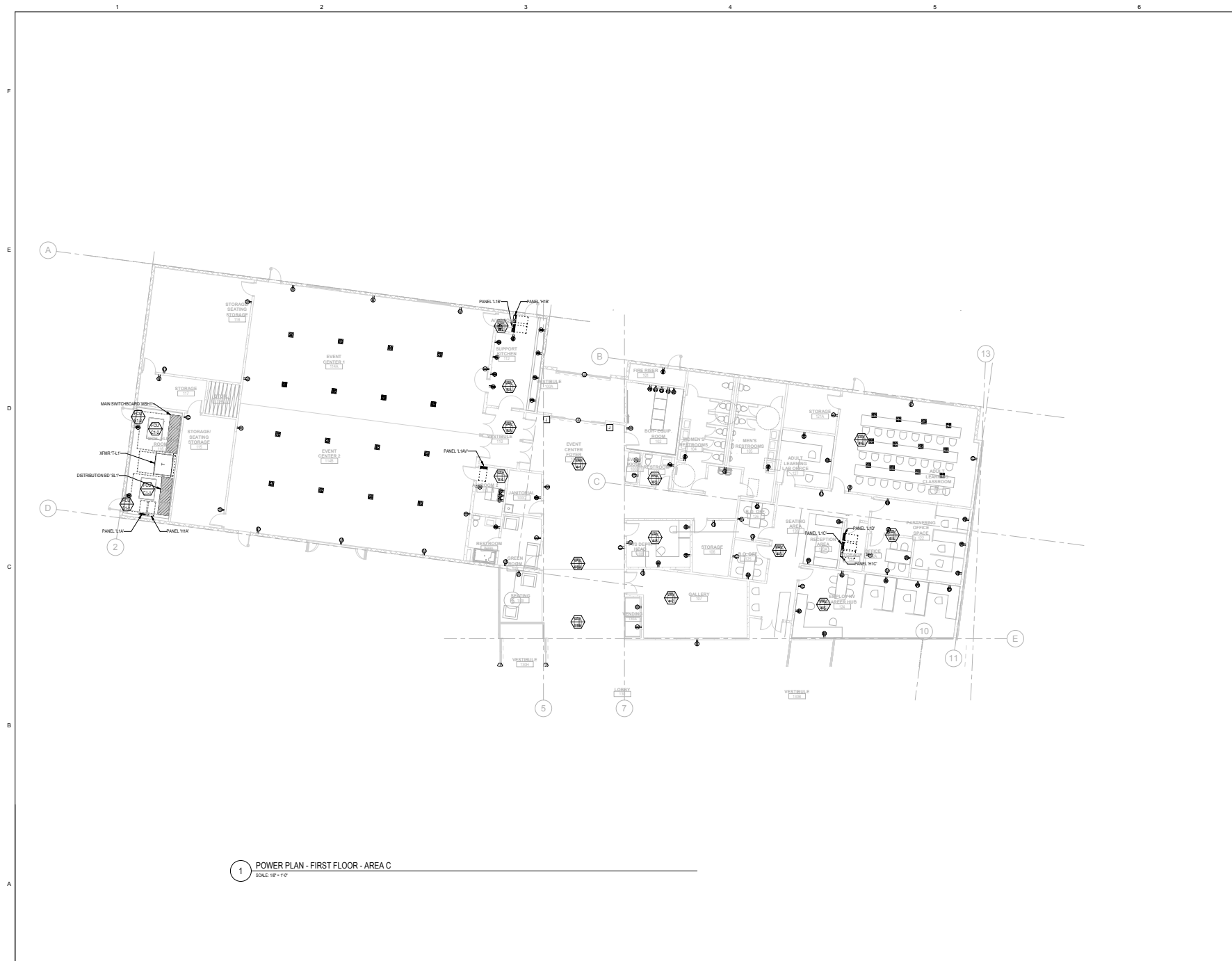
[illegible]

KME JOB NO.	2019-026
DRAWN BY:	Author

SHEET NO.

**E2.10B**





**ARCHITECT**

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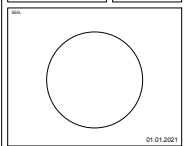
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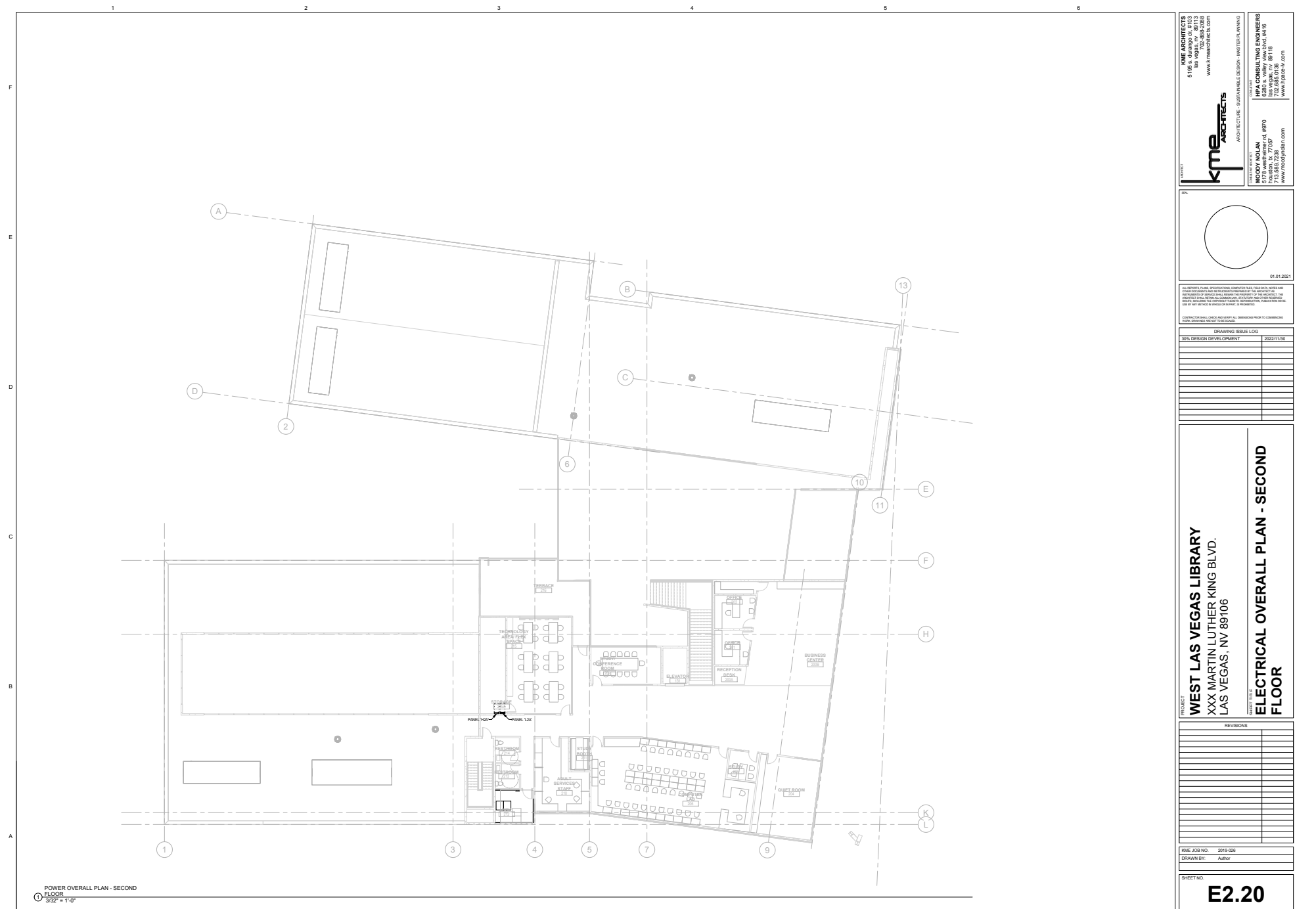
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**ELECTRICAL PLAN - FIRST FLOOR - AREA C**

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KME JOB NO.	2019-026
DRAWN BY:	Author
SHEET NO.	
<b>E2.10C</b>	





1 POWER PLAN - SECOND FLOOR - AREA B  
SCALE: 1/8" = 1'-0"

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<b>T0.10</b>	

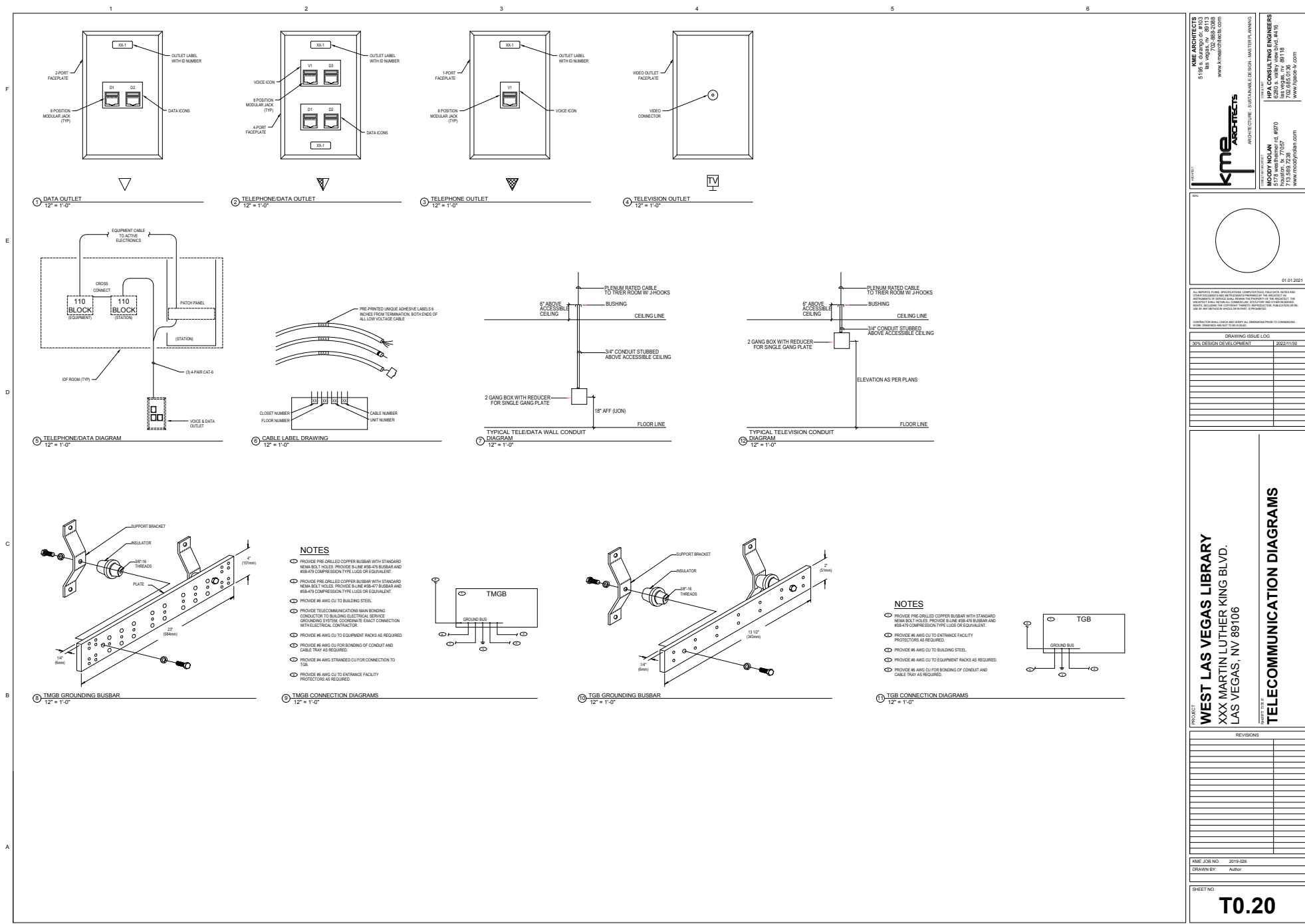
<b><u>CONTINUATION OF BIDDING REQUIREMENTS</u></b>					
A.	TERMINATION POINT CONTRACTOR SHALL LAID ALL 4-PAIR CATEGORY C CABLES IN THIS ROOM. REFER TO THE SECURITY VIDEO SURVEILLANCE SYSTEM SPECIFICATION. CONTRACTOR SHALL PROVIDE AND INSTALL ONE (1) CATEGORY C CABLE AS REQUIRED BY DESIGN FOR EACH CAMERA UNDERGOING INSTALL ON ONE FOR HARDWARE CUT RINGS WHEN APPLICABLE				
B.	CAMERA MOUNTS				
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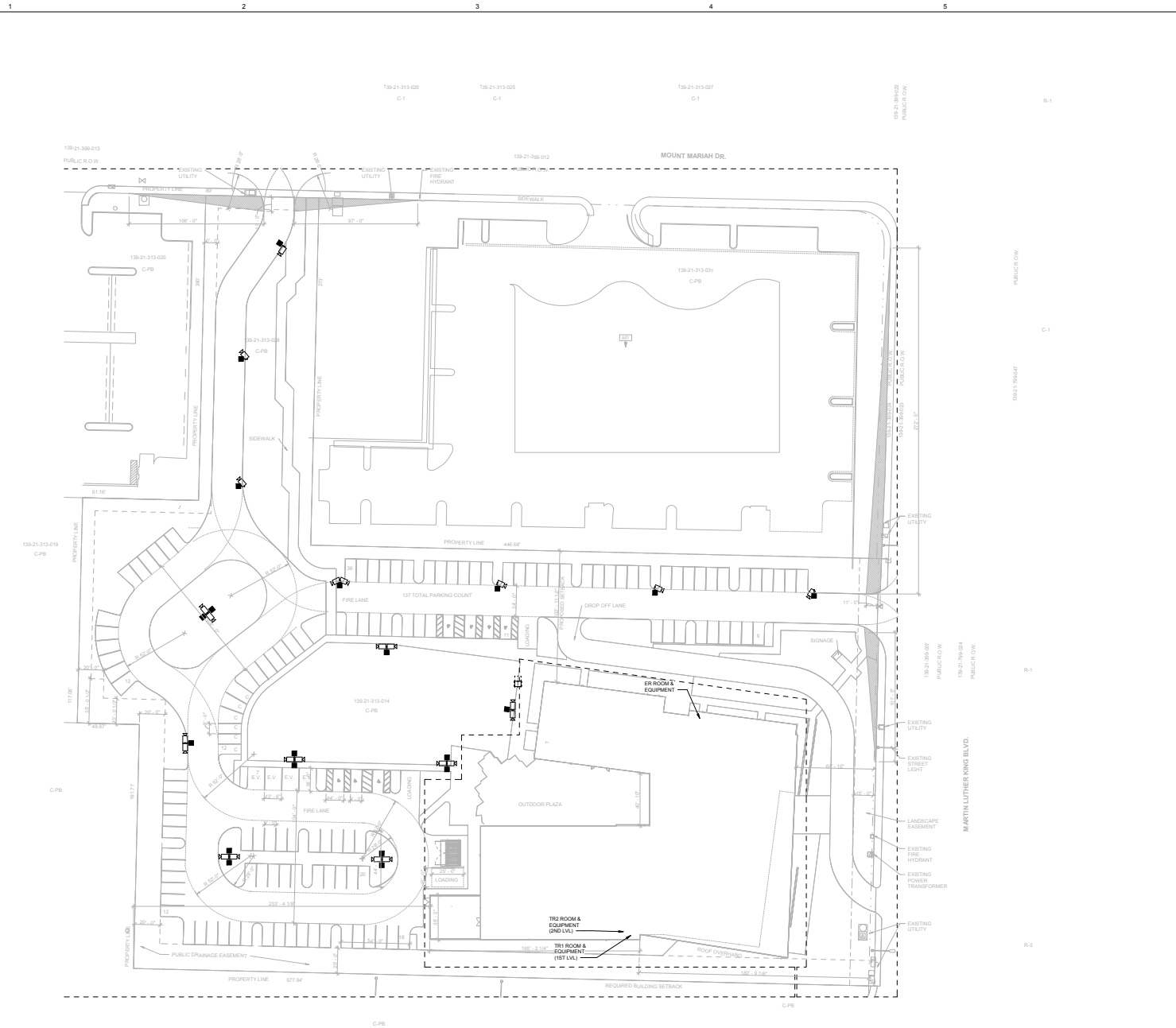
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SHEET NO.  
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TELECOMMUNICATION SITE PLAN  
1" = 30'-0"

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**TELECOMMUNICATION SITE PLAN**

**REVISIONS**

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	01/01/2021

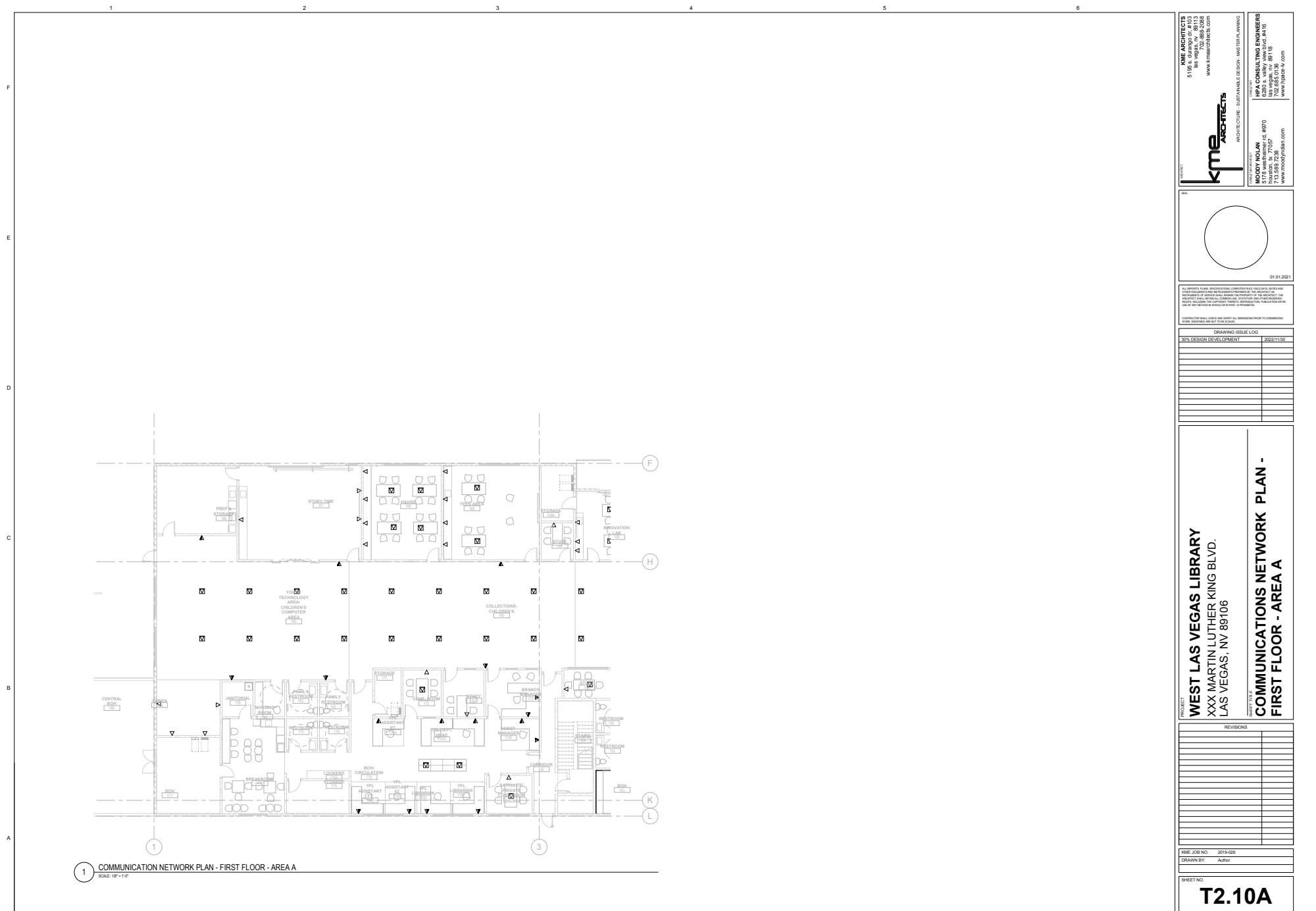
**DESIGNER:**  
KME ARCHITECTS

**DATE:**  
01/01/2021

**PROJECT NO.:** 2019-028

**DESIGN NO.:** 1000

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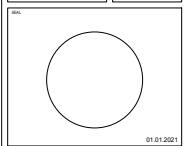
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FIRST FLOOR - AREA C**

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<b>T2.10C</b>	



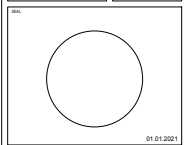
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SHEET TITLE  
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SECOND FLOOR - AREA B**

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SHEET NO.  
**T2.20B**




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Project Name	West Las Vegas Library	Prepared for	KME Architects
Subject	30% Design Development Acoustics	Prepared by	Mike Schwob, PhD, PE
Date	30 November 2022	SA Project No.	2113501

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## 1. General

### 1.1 Introduction

- A. This report is presented to KME Architects and project stakeholders to provide recommendations regarding acoustics and noise mitigation for the West Las Vegas Library.

### 1.2 Contents

- A. Section 1. General
- B. Section 2. Interior Spaces
- C. Appendix A. References & Nomenclature
- D. Appendix B. Sound Insulating Wall Designs, Implementation, & Details
- E. Appendix C. Mechanical, Plumbing, & Electrical Systems
- F. Appendix D. Product Data

## 2. Interior Spaces

### 2.1 Adult Learning Classroom 121

- A. Walls
  - 1. Recommended wall design to offices and seating area: SH31G4
  - 2. Walls should extend from the floor to the bottom of the deck above.
  - 3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
  - 1. Typical with good acoustical seals.
  - 2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
  - 1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  - 1. Maximum noise criterion: NC-30
  - 2. Sound attenuating transfer ducts should be used where return air must pass through a full height wall. Refer to Appendix C for detail.
  - 3. Refer to Appendix C for noise mitigation recommendations.

### 2.2 Adult Services Staff 210

- A. Walls
  - 1. Recommended wall design to study booth and computer lab: SH31G4
  - 2. Recommended wall design to collections and circulation: SH31G2
  - 3. Walls should extend from the floor to the bottom of the deck above.

4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
  1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
  1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  1. Maximum noise criterion: NC-30
  2. Refer to Appendix C for noise mitigation recommendations.
- 2.3 AV Room 113
  - A. Walls
    1. Refer to recommendations for adjacent spaces.
  - B. Doors
    1. Typical with good acoustical seals.
    2. Refer to Appendix B for door seals.
- 2.4 AV Studio 141, 142
  - A. Walls
    1. Recommended wall design to adjacent AV Studio: SH31G4
    2. Recommended wall design to other spaces: SH31G3
    3. Walls should extend from the floor to the bottom of the deck above.
    4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
  - B. Windows
    1. Windows should be double pane.
  - C. Doors
    1. Typical with good acoustical seals.
    2. Refer to Appendix B for door seal recommendations.
  - D. Room Acoustics
    1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
  - E. HVAC
    1. Maximum noise criterion: NC-25
    2. Refer to Appendix C for noise mitigation recommendations.
- 2.5 Break Room 176
  - A. Walls
    1. Refer to recommendations for adjacent spaces.
  - B. Walls
    1. Recommended wall design to restroom: SH31G3
    2. Recommended wall design to reception and corridor: SH31G2
    3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

## C. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.6 Business Center 200B

## A. Walls

1. Refer to recommendations for adjacent spaces.

## B. Room Acoustics

1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
  - a. Gypsonb Sonus, Strata, or Stratum
  - b. Armstrong Acoustibuilt
  - c. USG Ensemble
  - d. Vogl VoglFuge

## C. HVAC

1. Maximum noise criterion: NC-35
2. Refer to Appendix C for noise mitigation recommendations.

## 2.7 Collections 160

## A. Walls

1. Refer to recommendations for adjacent spaces.

## B. Room Acoustics

1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
  - a. Gypsonb Sonus, Strata, or Stratum
  - b. Armstrong Acoustibuilt
  - c. USG Ensemble
  - d. Vogl VoglFuge

## C. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.8 Collections 200

## A. Walls

1. Refer to recommendations for adjacent spaces.

## B. Room Acoustics

1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
  - a. Gypsonb Sonus, Strata, or Stratum
  - b. Armstrong Acoustibuilt



- c. USG Ensemble
- d. Vogl VoglFuge

C. HVAC

- 1. Maximum noise criterion: NC-40
- 2. Refer to Appendix C for noise mitigation recommendations.

2.9 Computer Lab 206

A. Walls

- 1. Recommended wall design to collections: SH61G3
- 2. Recommended wall design to study, quiet room, and adult services: SH61G4
- 3. Walls should extend from the floor to the bottom of the deck above.
- 4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

B. Doors

- 1. Typical with good acoustical seals.
- 2. Refer to Appendix B for door seal recommendations.

C. Room Acoustics

- 1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.

D. HVAC

- 1. Maximum noise criterion: NC-30
- 2. Sound attenuating transfer ducts should be used where return air must pass through a full height wall. Refer to Appendix C for detail.
- 3. Refer to Appendix C for noise mitigation recommendations.

2.10 Conference Room 172, 174

A. Walls

- 1. Recommended wall design to open office, circulation, and collection: SH61G3
- 2. Recommended wall design to private office: SH61G4
- 3. Walls should extend from the floor to the bottom of the deck above.
- 4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

B. Doors

- 1. Typical with good acoustical seals.
- 2. Refer to Appendix B for door seal recommendations.

C. Room Acoustics

- 1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.

D. HVAC

- 1. Maximum noise criterion: NC-30
- 2. Refer to Appendix C for noise mitigation recommendations.

2.11 Editing 146

A. Walls

- 1. Refer to music room for demising wall.

2. Recommended wall design to other spaces: SH31G4
  3. Walls should extend from the floor to the bottom of the deck above.
  4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
1. Maximum noise criterion: NC-30
  2. Refer to Appendix C for noise mitigation recommendations.

#### 2.12 Event Center 114A, 114B

- A. Walls
1. Recommended wall design to storage: SH61G2
  2. Recommended wall design to all spaces at the east side: SH61G4
  3. Walls should extend from the floor to the bottom of the deck above.
  4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Operable Partition
1. Minimum sound insulation criterion: STC-52
  2. Minimum sound insulation of wall above operable partition track: STC-50
  3. See Appendix B for operable partition implementation.
- C. Doors to Foyer
1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- D. Room Acoustics
1. Recommended maximum reverberation time at 500 Hz: 1.00 second
  2. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
    - a. Gypsonb Sonus, Strata, or Stratum
    - b. Armstrong Acoustibuilt
    - c. USG Ensemble
    - d. Vogl VoglFuge
  3. The sound absorbing characteristics of the materials suggested above vary. Sound absorbing material may be required on the walls if the ceiling sound absorption is low. Detailed analyses will be performed as the project progresses and finishes are coordinated.
- E. HVAC
1. Maximum noise criterion: NC-30

2. Sound attenuating transfer ducts should be used where return air must pass through a full height wall. Refer to Appendix C for detail.
3. Refer to Appendix C for noise mitigation recommendations.

#### 2.13 Flex Space 134A

##### A. Walls

1. Refer to recommendations for adjacent spaces.

##### B. Room Acoustics

1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
  - a. Gypsonor Sonus, Strata, or Stratum
  - b. Armstrong Acoustibuilt
  - c. USG Ensemble
  - d. Vogl VoglFuge

##### C. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

#### 2.14 Gallery 107

##### A. Room Acoustics

1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.

##### B. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

#### 2.15 Green Room 109 & Restroom 109A

##### A. Walls

1. Recommended wall design to foyer and janitor: SH31G2
2. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

##### B. HVAC

1. Maximum noise criterion: NC-35
2. Refer to Appendix C for noise mitigation recommendations.

#### 2.16 Green Room 143

##### A. Walls

1. Refer to recommendations for AV studio for demising wall.
2. Recommended wall design to flex space, and circulation: SH31G2
3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

##### B. Doors

1. Typical with good acoustical seals.
2. Refer to Appendix B for door seal recommendations.

##### C. Room Acoustics

1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  1. Maximum noise criterion: NC-35
  2. Refer to Appendix C for noise mitigation recommendations.

#### 2.17 H&HSS 168

- A. Walls
  1. Recommended wall design to collections: SH61G3
  2. Recommended wall design to story time and teen area: SH61G4
  3. Walls should extend from the floor to the bottom of the deck above.
  4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
  1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
  1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  1. Maximum noise criterion: NC-35
  2. Refer to Appendix C for noise mitigation recommendations.

#### 2.18 Innovation Lab 158

- A. Walls
  1. Recommended wall design to collections and self check-out: SH61G3
  2. Recommended wall design to study: SH61G4
  3. Walls should extend from the floor to the bottom of the deck above.
  4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
  1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
  1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  1. Maximum noise criterion: NC-35
  2. Refer to Appendix C for noise mitigation recommendations.

#### 2.19 Kitchen Support 112

- A. Walls
  1. Refer to event space recommendations for demising wall.
- B. HVAC
  1. Maximum noise criterion: NC-40
  2. Refer to Appendix C for noise mitigation recommendations.

## 2.20 Lobby & Foyer 100, 130

### A. Walls

1. Refer to recommendations for adjacent spaces.

### B. Room Acoustics

1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
  - a. Gypsonb Sonus, Strata, or Stratum
  - b. Armstrong Acoustibuilt
  - c. USG Ensemble
  - d. Vogl VoglFuge

### C. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.21 Mechanical Room 177

### A. Walls

1. Recommended wall design to interior spaces: SH31G4
  - a. This recommendation will be reviewed once the equipment specifications are known.
2. Walls should extend from the floor to the bottom of the deck above.
3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

### B. Interior Doors

1. Typical with good acoustical seals.
2. Refer to Appendix B for door seal recommendations.

## 2.22 Multimedia Lobby 140

### A. Walls

1. Refer to recommendations for adjacent spaces.

### B. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.23 Music Room 145

### A. Walls

1. Recommended wall design to adjacent spaces: SS06G3
2. Walls should extend from the floor to the bottom of the deck above.
3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

### B. Door to "Lounge"

1. This door should be equal to Noise Barriers model QS-54.

### C. Window to "Lounge"

1. This window should be equal to Noise Barriers model UF-6-54. This window has a frame depth of 10 inches.

## D. Room Acoustics

1. Recommended maximum reverberation time at 500 Hz: 0.40 second
2. The ceiling of the music room should be composed of sound absorbing material. Any of those suggested for other spaces will be acceptable. However, the least costly and highest performing is acoustical ceiling tile.
3. Sound absorbing materials are also recommended on the walls. Detailed analyses will be performed as the project progresses and finishes are coordinated.

## E. HVAC

1. Maximum noise criterion: NC-20
2. Refer to Appendix C for noise mitigation recommendations.

## 2.24 Nursing Room 164

## A. Walls

1. Recommended wall design to adjacent spaces: SH31G2
2. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

## B. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.25 Prep &amp; Storage 166

## A. Walls

1. Recommended wall design to adjacent spaces: SH31G2
2. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

## B. Room Acoustics

1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.

## C. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.26 Private Offices 122A, 125, 126, 127, 173, 201, 202

## A. Walls

1. Recommended wall design to open office, collections, circulation: SH61G2
2. Recommended wall design to another private office: SH61G3
3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

## B. Doors

1. Typical with good acoustical seals.
2. Refer to Appendix B for door seal recommendations.

## C. Room Acoustics

1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.

## D. HVAC

1. Maximum noise criterion: NC-35
2. Refer to Appendix C for noise mitigation recommendations.

## 2.27 Quiet Room 204

- A. Walls
  - 1. Recommended wall design to collections, computer lab, and study: SH31G4
  - 2. Walls should extend from the floor to the bottom of the deck above.
  - 3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
  - 1. Typical with good acoustical seals.
  - 2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
  - 1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  - 1. Maximum noise criterion: NC-35
  - 2. Refer to Appendix C for noise mitigation recommendations.

## 2.28 Reading Area 150

- A. Walls
  - 1. Refer to recommendations for adjacent spaces.
- B. Room Acoustics
  - 1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
    - a. Gypsonb Sonus, Strata, or Stratum
    - b. Armstrong Acoustibuilt
    - c. USG Ensemble
    - d. Vogl VoglFuge
- C. HVAC
  - 1. Maximum noise criterion: NC-40
  - 2. Refer to Appendix C for noise mitigation recommendations.

## 2.29 Restrooms 104, 105

- A. Walls
  - 1. Recommended wall design to circulation: SH31G2
  - 2. Recommended wall design to office: SH31G4
  - 3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. HVAC
  - 1. Maximum noise criterion: NC-40
  - 2. Refer to Appendix C for noise mitigation recommendations.
- C. Plumbing
  - 1. Domestic water piping in wall shared with office should be supported with a HoldRite Silencer system or equal.

## 2.30 Restrooms 153, 162, 163, 175, 179, 213, 214

## A. Walls

1. Recommended wall design to study: SH31G4
2. Recommended wall design to other adjacent spaces: SH31G2
3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

## B. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.31 Shared Office 122, 124, 170

## A. Walls

1. Refer to recommendations for adjacent spaces.

## B. Room Acoustics

1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.

## C. HVAC

1. Maximum noise criterion: NC-35
2. Refer to Appendix C for noise mitigation recommendations.

## 2.32 Storage 102, 121A, 122, 171, 175, 203, 215A

## A. HVAC

1. Maximum noise criterion: NC-40
2. Refer to Appendix C for noise mitigation recommendations.

## 2.33 Story Time 167

## A. Walls

1. Recommended wall design to collections: SH31G2
2. Recommended wall design to H&HSS: SH31G4
3. Walls should extend from the floor to the bottom of the deck above.
4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.

## B. Operable Window

1. The operable window to collections should provide as high sound insulation as possible.

## C. Room Acoustics

1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.

## D. HVAC

1. Maximum noise criterion: NC-35
2. Refer to Appendix C for noise mitigation recommendations.

## 2.34 Study 156, 157, 161, 205

## A. Walls

1. Recommended wall design to circulation and collections: SH31G2
2. Refer to recommendations for other adjacent spaces.
3. Walls should extend from the floor to the bottom of the deck above.



4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
  1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
  1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  1. Maximum noise criterion: NC-30
  2. Refer to Appendix C for noise mitigation recommendations.

## 2.35 Study/Conference Room 207

- A. Walls
  1. Recommended wall design to collections: SH31G4
  2. Walls should extend from the floor to the bottom of the deck above.
  3. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors
  1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
  1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- D. HVAC
  1. Maximum noise criterion: NC-30
  2. Refer to Appendix C for noise mitigation recommendations.

## 2.36 Technology Area / Flex Space 215

- A. Walls
  1. The walls for this room have substantial glazing. This will be coordinated as the project progresses.
- B. Room Acoustics
  1. Acoustic ceiling tiles should be selected for a minimum NRC 0.60.
- C. HVAC
  1. Maximum noise criterion: NC-35
  2. Refer to Appendix C for noise mitigation recommendations.

## 2.37 Teen Area 169

- A. Walls
  1. Recommended wall design to collections: SH61G3
  2. Recommended wall design to H&HSS and study: SH61G4
  3. Walls should extend from the floor to the bottom of the deck above.
  4. Refer to Appendix B for wall designs, sound insulation ratings, and implementation.
- B. Doors

1. Typical with good acoustical seals.
  2. Refer to Appendix B for door seal recommendations.
- C. Room Acoustics
1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
    - a. Gypsonb Sonus, Strata, or Stratum
    - b. Armstrong Acoustibuilt
    - c. USG Ensemble
    - d. Vogl VoglFuge
- D. HVAC
1. Maximum noise criterion: NC-40
  2. Refer to Appendix C for noise mitigation recommendations.

## 2.38 Tween 160A

- A. Walls
1. Refer to recommendations for adjacent spaces.
- B. Room Acoustics
1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
    - a. Gypsonb Sonus, Strata, or Stratum
    - b. Armstrong Acoustibuilt
    - c. USG Ensemble
    - d. Vogl VoglFuge
- C. HVAC
1. Maximum noise criterion: NC-40
  2. Refer to Appendix C for noise mitigation recommendations.

## 2.39 Vestibules 100A, 130A, 130H

- A. HVAC
1. Maximum noise criterion: NC-40
  2. Refer to Appendix C for noise mitigation recommendations.

## 2.40 Youth Technology Area 165

- A. Walls
1. Refer to recommendations for adjacent spaces.
- B. Room Acoustics
1. This space should have a ceiling composed of sound absorbing material to mitigate acoustic reverberation. Following are some suggestions that the interior designer should consider. We are open to analyzing other materials.
    - a. Gypsonb Sonus, Strata, or Stratum
    - b. Armstrong Acoustibuilt

- c. USG Ensemble
  - d. Vogl VoglFuge
- C. HVAC
  - 1. Maximum noise criterion: NC-40
  - 2. Refer to Appendix C for noise mitigation recommendations.

## Appendix A. References & Nomenclature

### A.1 References

#### A.1.1 Standards

1. ANSI/ASA S12.2 American National Standard Criteria for Evaluating Noise
2. ASTM C423 Standard Test Method for Sound Absorption and Sound Absorption Coefficients by the Reverberation Room Method
3. ASTM E90 Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements
4. ASTM E413 Classification for Rating Sound Insulation
5. ASTM E1414 Standard Test Method for Airborne Sound Attenuation Between Rooms Sharing a Common Ceiling Plenum

### A.2 Nomenclature

#### A.2.1 A-weighted Sound Level (dBA)

1. A-weighted sound level, abbreviated dBA, are an expression of the relative loudness of sounds in air as perceived by the human ear but take no account of spectral balance or sound quality. The dBA has become a universal descriptor for sound and noise level.
2. dBA is defined by IEC standard 61672.
3. The metric is expressed as a number followed by dBA.
4. A lower dBA is quieter.

#### A.2.2 Ceiling Attenuation Class (CAC)

1. The Ceiling Attenuation Class is like the STC but applies to sound transmission from one space to another through the ceilings in those spaces and the plenum above those spaces. The most common application of CAC is in the rating of sound insulation of acoustical ceiling tiles.
2. The CAC rating assumes that there are no openings in the ceiling, such as return air grilles and that the plenum has a high level of sound absorption.
3. CAC is defined by ASTM standards E1414 and E413.
4. The metric is expressed as CAC- followed by an integer.
5. A higher CAC correlates to higher sound insulation.
6. CAC ranges from 0 to around 40. Some special products have a CAC up to about 50.

#### A.2.3 Noise Criteria (NC)

1. The Noise Criteria is a single number metric that is somewhat sensitive to the relative loudness and speech interference properties of a given noise spectrum. It is primarily intended to rate noise generated by HVAC systems.
2. Noise criteria is defined by ANSI standard S12.2-2008.
3. It consists of a family of criterion curves ranging from 63 to 8000 Hz, and a tangency rating procedure. The criterion curves define the limits of octave band spectra that must not be exceeded to meet occupant acceptance in certain spaces.
4. The metric is expressed as NC- followed by an integer.
5. NC has a range from 25 to 70, with 70 being the loudest.

#### A.2.4 Noise Reduction Coefficient (NRC)

1. The Noise Reduction Coefficient is a single number metric used to compare the sound absorption of materials.
2. NRC is defined by ASTM standard C423.

3. The metric is expressed as NRC followed by a number to the hundredths place.
4. A higher NRC correlates to higher sound absorption.
5. NRC ranges from 0.00 to 1.00 with 1.00 being more sound absorption.

#### A.2.5 Sabine Reverberation Time (T)

1. The Sabine Reverberation Time (T) is the length of time (seconds) for sound to decrease by 60 dB in a space after the source of the sound ceases. This is the most used room acoustic metric.
2. T is defined by ISO standard 3382-1 and 3382-2.
3. When a single T value is given for a space, it is an average of the T's at 500 and 1,000 Hz.
4. The metric is expressed as a length of time in seconds to the tenths place.
5. Low T values typically correlate aural clarity and good speech intelligibility.

#### A.2.6 Sound Transmission Class (STC)

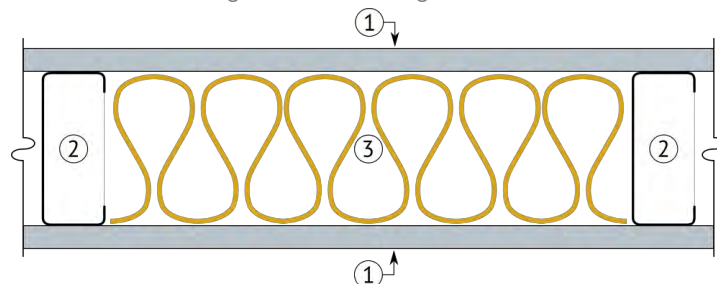
1. The Sound Transmission Class is a single number metric used to quantify the sound insulation of a wall or floor-ceiling assembly.
2. STC is defined by ASTM standard E413.
3. These single-number ratings correlate in a general way with subjective impressions of sound transmission for speech. It is not appropriate for other types of sound sources.
4. It can be used to compare the sound insulation performance of different interior wall designs.
5. The metric is expressed as STC- followed by an integer.
6. A higher STC correlates to higher sound insulation.

## Appendix B. Sound Insulating Wall Design, Implementation and Details

### B.1 Sound Insulating Wall Designs

#### B.1.1 Wall Design SHxxG2

Figure B.1: Wall Design SHxxG2



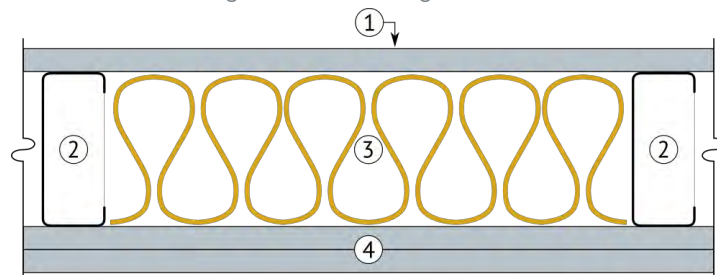
- ① = one layer of 5/8 inch thick gypsum board
- ② = steel studs – see table
- ③ = unfaced fiberglass batts – thickness to match stud depth

Table B.1: Wall Design SHxxG2 Stud Configuration & STC

Code	Gauge	Size	Spacing	STC
SH31G2	16-20	3.625	16	43
SH32G2	16-20	3.625	24	44
SH61G2	16-20	6.0	16	44
SH62G2	16-20	6.0	24	45

#### B.1.2 Wall Design SHxxG3

Figure B.2: Wall Design SHxxG3



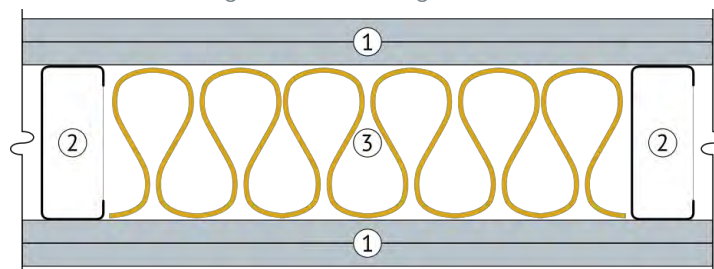
- ① = one layer of 5/8 inch thick gypsum board
- ② = steel studs – see table
- ③ = unfaced fiberglass batts – thickness to match stud depth
- ④ = two layers of 5/8 inch thick gypsum board

Table B.2: Wall Design SHxxG3 Stud Configuration & STC

Code	Gauge	Size	Spacing	STC
SH31G3	16-20	3.625	16	47
SH32G3	16-20	3.625	24	48
SH61G3	16-20	6.0	16	47
SH62G3	16-20	6.0	24	49

### B.1.3 Wall Design SHxxG4

Figure B.3: Wall Design SHxxG4



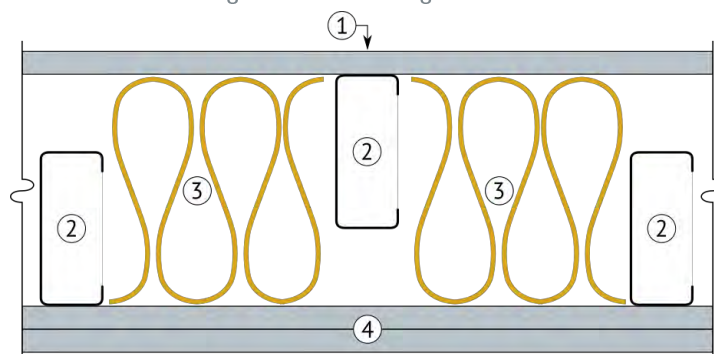
- ① = two layers of 5/8 inch thick gypsum board  
 ② = unfaced fiberglass batts – thickness to match stud depth  
 ③ = 3.5-inch-thick fiberglass batts

Table B.3: Wall Design SHxxG4 Stud Configuration &amp; STC

Code	Gauge	Size	Spacing	STC
SH31G4	16-20	3.625	16	50
SH32G4	16-20	3.625	24	51
SH61G4	16-20	6.0	16	50
SH62G4	16-20	6.0	24	51

### B.1.4 Wall Design SSxxG3

Figure B.4: Wall Design SSxxG3



- ① = one layer of 5/8 inch thick gypsum board  
 ② = staggered steel studs – any size and gauge  
 ③ = fiberglass batts – thickness to match cavity depth  
 ④ = two layers of 5/8 inch thick gypsum board

Table B.4: Wall Design SSxxG3 Cavity Depth &amp; STC

Code	Cavity Depth	STC
SS06G3	6	57
SS08G3	8	58
SS10G3	10	58

## **B.2 Sound Insulating Wall Implementation**

### **B.2.1 Sealed Construction**

1. Apply acoustical caulk according to ASTM C919-12 Standard Practice for Use of Sealants in Acoustical Applications.
2. Apply a minimum of two beads of acoustical caulk at each intersection of a sound insulating wall with adjacent walls and the floor. Acoustical caulk should be equal to 3M Smoke and Sound Sealant SS 100. Minimum dynamic movement capability shall be  $\pm 10\%$ .
3. Apply a spray applied sealant to seal sound insulating walls at the head where they adjoin the deck above. Deck flutes above the top track of the wall should be tightly packed with high density mineral wool. Spray applied sealant should be equal to STI SpecSeal AS200.
4. Stagger the joints of each layer of gypsum wallboard and seal the face layer with joint compound and tape.

### **B.2.2 Cavity Absorption**

1. Fit mineral fiber or fiberglass batts within the wall cavity, behind the electrical boxes and around blocking.
2. Mineral fiber batts should be equal to Johns Manville Mineral Wool Sound and Fire Block Batts.
3. Fiberglass batts should be equal to Johns Manville Sound-Shield Formaldehyde-Free Fiberglass Insulation.

### **B.2.3 Electrical Box Penetrations**

1. Each individual electrical box in a sound insulating wall should be in a different stud cavity and separated by a minimum of 24 inches.
2. Electrical boxes should be completely sealed with putty pads around the back.
3. Putty pads should be equal to Kinetics Noise Control model IsoBacker.
4. The front perimeter of the electrical box should be sealed to the cutout in the gypsum wallboard with acoustical caulk.
5. Electrical panels and boxes larger than 4 inches x 4 inches should be surface-mounted.

### **B.2.4 Duct, Pipe, and Conduit Penetrations**

1. Duct, pipe, and conduit penetrations through a sound insulating wall should be sealed air-tight with acoustical caulk.
2. Support duct, pipe, and conduit on both sides of the wall penetration within 12 inches of the wall surface.

## **B.3 Doors in Sound Insulating Walls**

### **B.3.1 Typical Doors**

1. The recommendations for typical door construction with good sound insulation are as follows:
  - a. Wood doors should have a solid core. Metal doors should have a honeycomb core.
  - b. Door frames should be manufactured from 18 gauge sheet metal.
  - c. Door seals should be equal to those described in Table B.5.
  - d. Double leaf doors should have an astragal seal equal the product described in Table B.5.
  - e. A threshold plate should be used to provide solid surface for the drop bottom seal.
  - f. Door frames should be filled with mineral wool or fiberglass insulation.



- g. Door frames should be sealed to the wall with acoustical caulk continuously around perimeter on both sides of the wall.
- h. Threshold plates should be set in dense mastic or acoustical sealant.

Table B.5: Recommended Door Seals

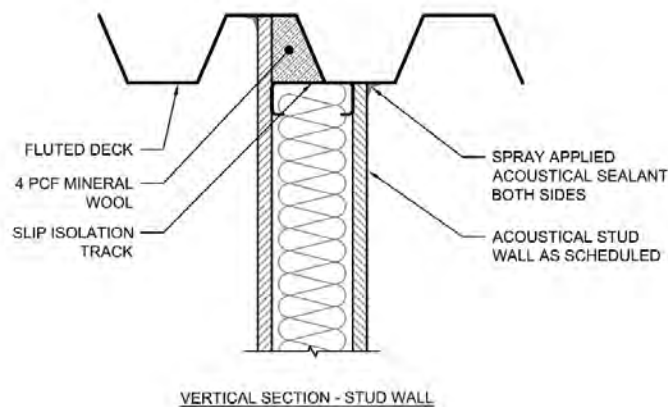
Part	Manufacturer and Model
Frame Seal	Pemko S773
Bottom Seal	Pemko 411_RL or 4131_RL
Corner Pad	Pemko ACP112
Astragal Seal	Pemko 29310_V (MS)

#### B.4 Operable Partition Implementation

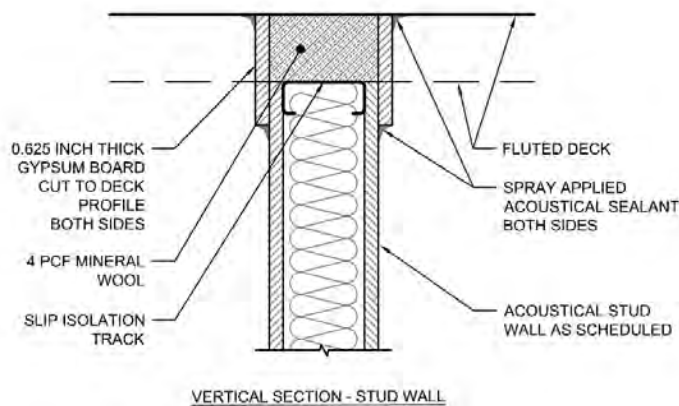
- Design and details for operable partition implementation should be according to the guidance in ASTM E557-12(2020) Standard Guide for Architectural Design and Installation Practices for Sound Isolation between Spaces Separated by Operable Partitions.
- The structural support for the operable partition should deflect no more than 0.125 inch in a 12 foot span. If this is not possible, then the operable partition should be specified with a large deflection bottom seal.
- The floor immediately below the operable partition should not vary from a smooth level surface by more than  $\pm 0.125$  inch in a 12 foot span (non-accumulative).
- Where an operable partition jamb mates with a stud partition, the stud partitions should be reinforced with additional ganged studs to prevent deflection.
- Installers often require access to the track header for leveling after installation. If built-in access doors or removable panels are required above the header then they should be sealed with gaskets.

#### B.5 Sound Insulating Wall Details

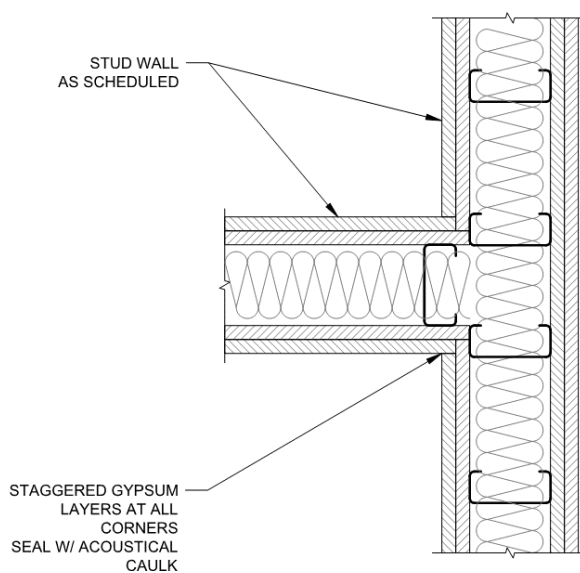
##### B.5.1 Full Height Wall Connection to Deck Above – Parallel Flutes



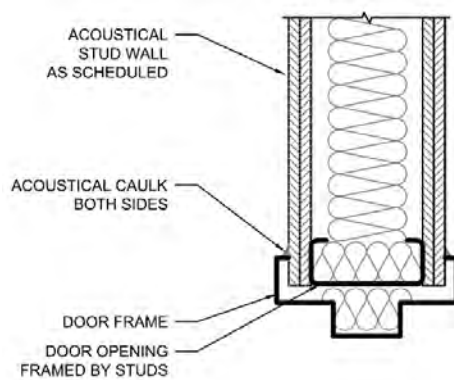
## B.5.2 Full Height Wall Connection to Deck Above – Perpendicular Flutes



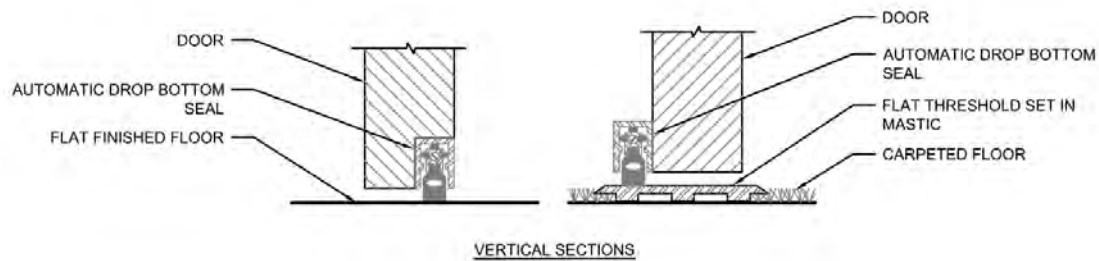
## B.5.3 Typical Stud Wall intersection



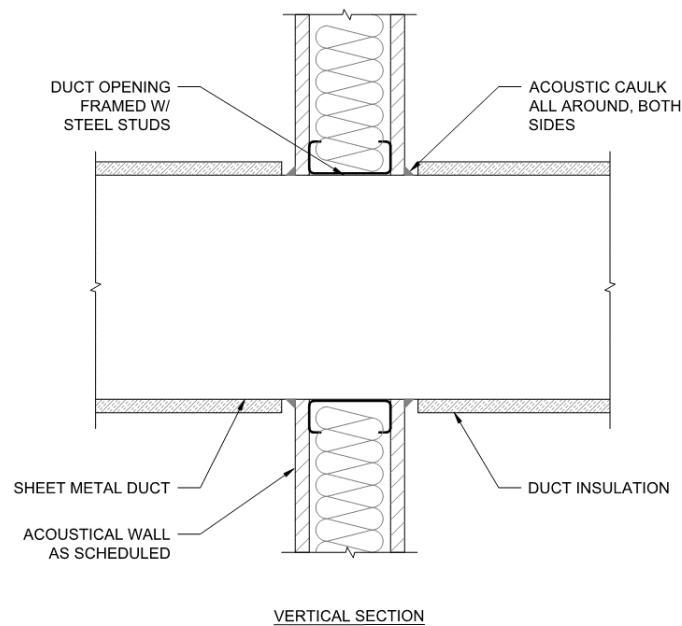
## B.5.4 Door Frame



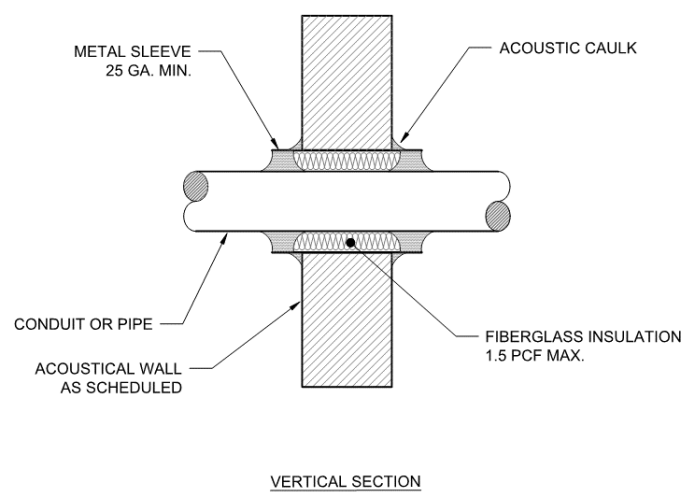
### B.5.5 Door Bottom Seal



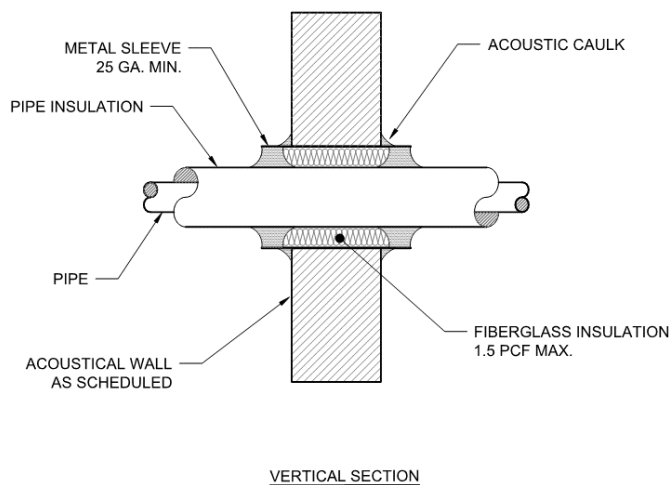
### B.5.6 Duct Penetration through Stud Wall



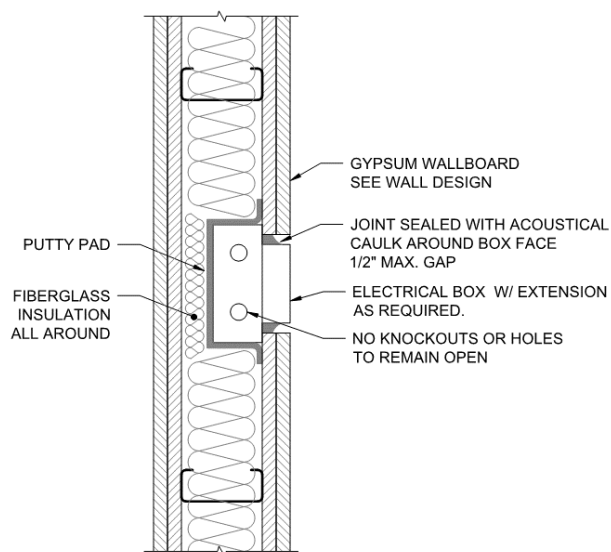
### B.5.7 Uninsulated Pipe or Conduit Penetration



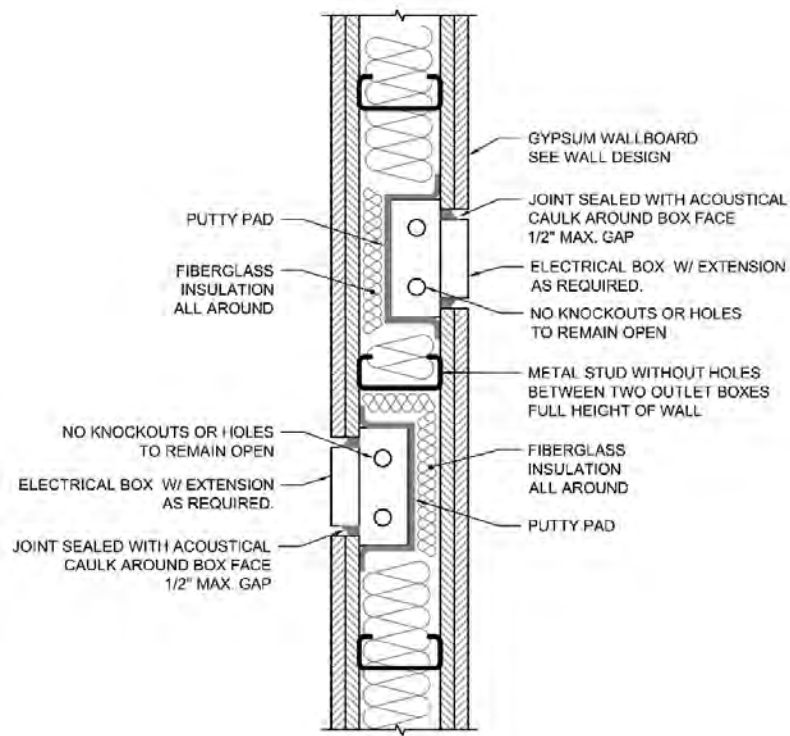
### B.5.8 Insulated Pipe Penetration



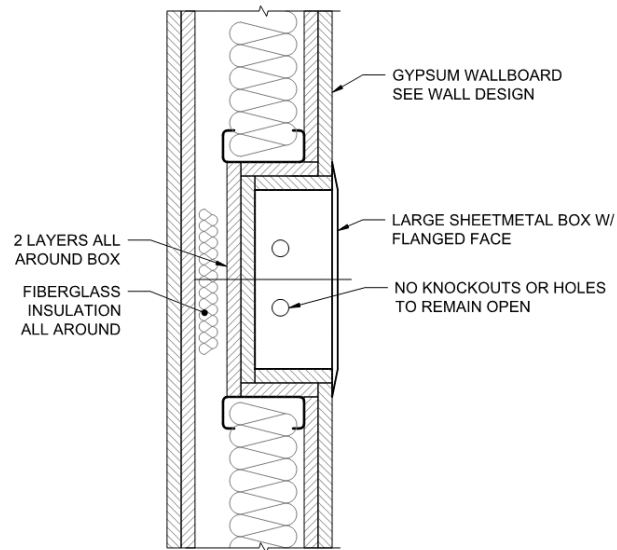
### B.5.9 Single Electrical Box – 4-inch x 4-inch Maximum Size



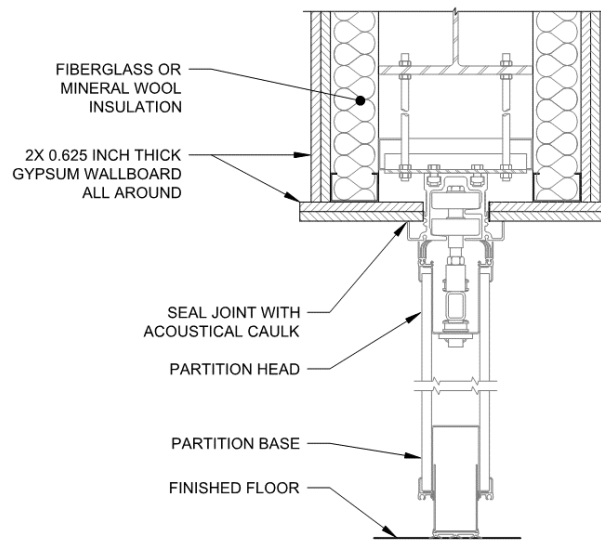
## B.5.10 Back to Back Electrical Boxes



## B.5.11 Large Electrical or Fire Extinguisher Box



## B.5.12 Operable Partition

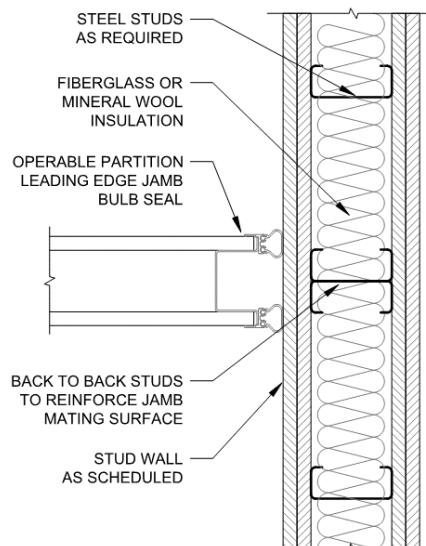


VERTICAL SECTION

EXTEND GYPSUM TIGHT TO EXISTING ROOF DECK. SEE DETAILS FOR SEAL TO ROOF DECK.

APPLY ACOUSTICAL CAULK AT ALL JOINTS AND PENETRATIONS.

## B.5.13 Reinforced Wall at Operable Partition Jamb Seal



## Appendix C. Mechanical, Plumbing, and Electrical Systems

### C.1 HVAC Systems

#### C.1.1 Noise Criteria

1. Refer to main body of this report for HVAC noise criteria.

#### C.1.2 Chillers

1. Chilled water pipe connections should have flexible Victaulic couplings for vibration isolation. See Section B.1.13.
2. Conduit connections should be flexible.

#### C.1.3 Hydronic Pumps

1. Support with steel spring vibration isolators equal to Kinetics Noise Control model FHS selected for 1.5 inches static deflection.
2. Pipe connections should have flexible Victaulic couplings for vibration isolation. See Section B.1.16.
3. Conduit connections should be flexible.

#### C.1.4 Roof Mounted Air Handling Units

1. Fans in fan arrays should be specified for BV-5 maximum vibration with neoprene grommet isolators.
2. Ductwork connections to air handling units should be flexible.
3. Conduit connections should be flexible.
4. Preliminary Duct Borne Noise Mitigation
  - a. The supply air main should be lined from the unit outlet to 15 feet with 2 inch thick fiberglass liner. A minimum of 1 lined elbow should be included in this length of duct.
  - b. The return air duct should be lined from the unit inlet to 10 feet with 2 inch thick fiberglass liner. A minimum of 1 lined elbow should be included in this length of duct.

#### C.1.5 Ducted Horizontal Direct Drive Fan Coil Units

1. Hang with steel spring vibration isolator equal to Kinetics Noise Control model SHAA selected for 0.4 inch static deflection.
2. Duct and conduit connections should be flexible.
3. If ducted, the supply air duct should have a minimum of 4 feet of 1 inch thick fiberglass liner from the unit outlet. There should be no branch ducts in the 4 foot length.
4. The return air inlet should have a plenum with 1 inch thick fiberglass lining.

#### C.1.6 Unducted (Equipment Room) Water Source Heat Pumps

1. Hang with steel spring vibration isolators equal to Kinetics Noise Control model SH or SHAA selected for 1 inch static deflection.
2. Duct and conduit connections should be flexible.

#### C.1.7 General Roof Exhausters

1. Duct and conduit connections should be flexible.
2. Preliminary Duct Borne Noise Mitigation
  - a. The exhaust duct should be lined for 10 feet from the fan inlet with 2 inch thick fiberglass lining. This length should include at least 1 elbow.

#### C.1.8 Diffusers and Grilles

1. Diffusers and grilles should be selected for an NC rating 5 dB below the criteria for the space they are serving.

### C.1.9 VAV Terminals

1. Units should be selected for a discharge NC rating not exceeding that of the space it is serving.
2. Units should be specified with 0.5 inch thick fiberglass liner.
3. Medium-pressure ductwork entering the unit should be straight, with no fittings or dampers, for at least three equivalent duct diameters upstream of the unit.
4. The discharge duct should have a minimum length of 4 feet of 1 inch thick fiberglass liner from the terminal box outlet to the first branch. A factory furnished discharge sound attenuator may also be used.
5. Units located above ceilings should be selected using the VAV terminal radiated NC and the NC for the space directly below. For example, if the space noise criterion is NC-40, the VAV terminal should be selected for NC-40 radiated noise, based on the manufacturer provided data.
6. Units located in a space with no ceiling should be selected using the VAV terminal radiated NC plus 10 dB. For example, if the space noise criterion is NC-40, the VAV terminal should be selected for NC-30 radiated noise. (The radiated NC provided by the manufacturer is based on AHRI Standard 885, which includes a ceiling.)

### C.1.10 Air Distribution System Velocities

1. Maximum Air Velocity in Low Pressure Duct
  - a. Serving NC-20 Space
    - i. Main: 800 ft/min
    - ii. Branch: 600 ft/min
    - iii. Branch to Grille: 300 ft/min
    - iv. Branch to Diffuser: 250 ft/min
  - b. Serving NC-30 Space
    - i. Main: 1,000 ft/min
    - ii. Branch: 750 ft/min
    - iii. Branch to Grille: 400 ft/min
    - iv. Branch to Diffuser: 300 ft/min
  - c. Serving NC-35 Space
    - i. Main: 1,250 ft/min
    - ii. Branch: 1,000 ft/min
    - iii. Branch to Grille: 500 ft/min
    - iv. Branch to Diffuser: 400 ft/min
  - d. Serving NC-40 Space
    - i. Main: 1,700 ft/min
    - ii. Branch: 1,250 ft/min
    - iii. Branch to Grille: 600 ft/min
    - iv. Branch to Diffuser: 500 ft/min
  - e. Serving NC-45 Space
    - i. Main: 2,000 ft/min
    - ii. Branch: 1,500 ft/min
    - iii. Branch to Grille: 700 ft/min

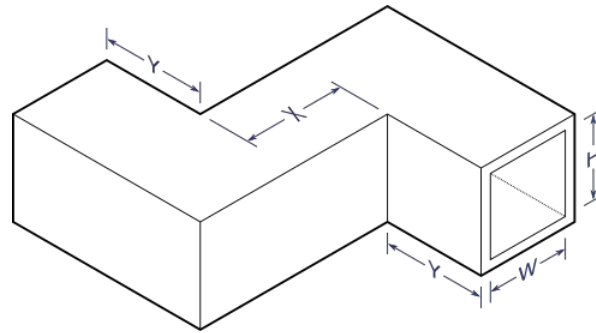


- iv. Branch to Diffuser: 600 ft/min
- 2. Maximum Air Velocity in Medium Pressure Duct
  - a. Rectangular Duct above Lay-In (ACT) Ceiling
    - i. Over NC-30 Space: 1,400 ft/min
    - ii. Over NC-35 Space: 1,800 ft/min
    - iii. Over NC-40 Space: 2,100 ft/min
    - iv. Over NC-45 Space: 2,500 ft/min
  - b. Round Duct above Lay-In (ACT) Ceiling
    - i. Over NC-30 Space: 2,800 ft/min
    - ii. Over NC-35 Space: 3,500 ft/min
    - iii. Over NC-40 Space: 4,000 ft/min
    - iv. Over NC-45 Space: 4,500 ft/min
  - c. Rectangular Duct above Gypsum Board Ceiling
    - i. Over NC-30 Space: 2,000 ft/min
    - ii. Over NC-35 Space: 2,500 ft/min
    - iii. Over NC-40 Space: 3,000 ft/min
    - iv. Over NC-45 Space: 3,500 ft/min
  - d. Round Duct above Gypsum Board Ceiling
    - i. Over NC-30 Space: 3,500 ft/min
    - ii. Over NC-35 Space: 4,500 ft/min
    - iii. Over NC-40 Space: 4,800 ft/min
    - iv. Over NC-45 Space: 5,100 ft/min

#### C.1.11 Return Air Plenum Transfer Air Duct

1. Where return air openings are required in full height acoustical walls, a sound attenuating transfer duct should be used to mitigate sound transmission through the opening.
2. The air velocity (V) in the transfer duct should be approximately 300 fpm and no greater than 400 fpm. The duct should be designed as indicated in Figure C.1.
3. The duct should be constructed of sheet metal per SMACNA HVAC Duct Construction Standards.
4. There should not be turning vanes in the elbows.
5. The interior surface should be completely covered with 1-inch thick fiberglass liner.
6. The penetration of the sound-insulating partition should be completely sealed with acoustical caulk.
7. The duct should be supported on both sides of the sound-insulating partition from structure above.

Figure C.1: Return Air Plenum Transfer Duct



$H$  = duct height measured from interior liner surface to surface [inch]  
 $W$  = duct width measured from interior liner surface to surface [inch]  
 $Q$  = anticipated air flow rate through duct [ft<sup>3</sup>/m]  
 $V = 144 \times Q / (H \times W)$  [ft/m]  
 $X \geq 1.5 \times W$  [inch]  
 $Y \geq W$  [inch]

### C.1.12 Hydronic Pipe

1. Maximum water velocities in piping
  - a. 1/2 inch to 1-1/2 inch diameter pipe: 3.0 ft/s
  - b. 2 inch to 2-1/2 inch diameter pipe: 4.0 ft/s
  - c. 3 inch diameter pipe: 5.0 ft/s
  - d. 4 inch diameter pipe: 6.0 ft/s
  - e. 5 inch diameter pipe: 7.0 ft/s
  - f. 6 inch diameter pipe: 8.0 ft/s
2. Hydronic Pipe Isolation from Equipment with Victaulic Couplings
  - a. Victaulic flexible couplings (Styles 77, 177, 177N, and W77) should be used to isolate vibration from equipment to hydronic piping. A minimum of 3 flexible couplings must be installed at each pipe connection to equipment. The flexible couplings should be installed in the branch piping to the equipment and in close proximity to the equipment.

## C.2 Plumbing Systems

### C.2.1 Domestic Hot Water Circulation Pump

1. Hang with steel spring vibration isolators equal to Kinetics Noise Control model SH selected for 1.0 inch static deflection.
2. Pipe connections should be made with flexible pipe equal to Kinetics Noise Control KinFlex FTC mounted directly to the pump inlet and discharge connections.
3. Conduit connections should be flexible.

### C.2.2 Domestic Water Piping

1. Maximum water velocities in piping
  - a. 1/2 inch to 1-1/2 inch diameter pipe: 3.0 ft/s
  - b. 2 inch to 2-1/2 inch diameter pipe: 4.0 ft/s
  - c. 3 inch diameter pipe: 5.0 ft/s
  - d. 4 inch diameter pipe: 6.0 ft/s

### **C.3 Electrical Systems**

#### **C.3.1 Dry Type Power Transformer Vibration Isolation**

1. 45kVA and smaller dry type transformer: Mount on neoprene vibration isolators equal to Kinetics Noise Control model RD for 0.3 inch minimum static deflection.
2. 75kVA and larger dry type transformer: Mount on neoprene vibration isolators equal to Kinetics Noise Control model RD for 0.5 inch minimum static deflection.
3. All conduit connections should be flexible.
4. Seismic restraint should not compromise the vibration isolation.

## **Appendix D. Product Data**

### **D.1 Product Data Sheets**

1. Product data sheets associated with acoustical design and implementation follow.



# 3M™ Smoke and Sound Sealant SS 100

## Product Data Sheet

### 1. Product Description

3M™ Smoke and Sound Sealant SS 100 is an economical, ready to use, gun-grade, elastomeric sealant that dries to form a monolithic flexible seal that helps prevent unwanted noise infiltration and mitigates the spread of smoke and toxic gas during a fire. 3M™ Smoke and Sound Sealant SS 100 is designed to seal construction joints and through penetrations in non-fire-rated wall and floor assemblies, including smoke partitions and acoustic assemblies. In addition, this product acts as a draftstop to prevent unwanted air movement and provides a barrier against dust and other airborne particulates.



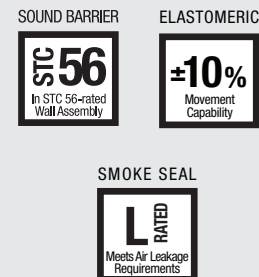
Available in: White ☐

#### Product Features

- Creates an effective barrier to mitigate smoke and toxic gas spread
- Helps minimize sound transfer
- $\pm 10\%$  movement capability
- An effective draftstop
- Re-enterable / repairable
- Sag-resistant formulation
- Excellent adhesion
- Paintable
- Cleans up with water

A versatile smoke, sound and draftstop sealant that minimizes noise and helps prevent smoke migration with movement capability for dynamic construction joints

Meets the intent of LEED® VOC regulations—helps reduce the quantity of indoor air contaminants that may be odorous, irritating and harmful to the comfort and well-being of the installers and occupants. <250 g/L VOC contents (less H<sub>2</sub>O and exempt solvents).



### 2. Applications

Typical applications include: bottom-of-wall, head-of-wall and wall-to-wall construction joints in non-fire-rated construction. Typical through penetrations include: metallic pipe, non-metallic pipe (excluding CPVC), insulated pipe, conduit, power and communication cables and combinations of multiple penetrants. Ideal for smoke partitions and acoustical assemblies.

### 3. Specifications

3M™ Smoke and Sound Sealant SS 100 shall be a one-component, ready-to-use, gun-grade, elastomeric sealant. 3M™ Smoke and Sound Sealant SS 100 shall be tested to the criteria of ASTM E 90 Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements and ASTM E 84 Standard Test Method for Surface Burning Characteristics of Building Materials. 3M™ Smoke and Sound Sealant SS 100 shall meet the requirements of the IBC, IRC, IFC, IPC, IMC, NFPA 5000, NEC (NFPA 70), NFPA 101 and NBCC.

#### Typically Specified Divisions

Division 7

Section 07 86 00 – Smoke Seals  
Section 07 92 19 – Acoustic Joint Sealants  
Section 07 27 00 – Air Barriers

#### Related Sections

Section 07 84 16 – Annular Space Protection  
Section 07 87 00 – Smoke Containment Barriers  
Section 09 20 00 – Plaster and Gypsum Board  
Section 13 48 00 – Sound Vibrations and Seismic Control  
Section 21 00 00 – Fire Suppression  
Section 22 00 00 – Plumbing  
Section 26 00 00 – Electrical



For technical support relating to 3M™ Fire Protection Products and Systems, call: 1-800-328-1687  
For more information on 3M™ Fire Protection Products, visit: [www.3M.com/firestop](http://www.3M.com/firestop)

## 4. Performance & Typical Physical Properties

<b>Colors Available:</b>	White	<b>Hardness (ASTM D 2240 Shore A):</b>	60
<b>Extension/compression:</b>	Capability of $\pm 10\%$	<b>Tensile Strength:</b>	175 psi (1.2 MPa)
<b>Application Temperature Range:</b>	40° to 122°F (4° to 50°C)	<b>Volume Shrinkage (ASTM C 1241):</b>	39.5%
<b>Surface Burning (ASTM E 84):</b>	Flame Spread 5 Smoke Development 5	<b>VOC Less H<sub>2</sub>O and Exempt Solvents:</b>	<250 g/L
<b>STC Acoustic Barrier (ASTM E 90 and ASTM E 413):</b>	56 when tested in STC 56 rated wall assembly	<b>Dry:</b> Under typical conditions of 75°F (23°C) and 50% R.H., sealant becomes tack-free in about ten minutes and dry-to-touch in 30 to 60 minutes. Full dry depends upon ambient conditions and volume of sealant. Typical dry rate is approximately 1/8 inch (3mm) per day.	
Unit Volume: 20 fl. oz. sausage (591.5cc, 36.1 in. <sup>3</sup> ), 28 fl. oz tube (828.1cc, 50.5 in. <sup>3</sup> ), 5 gal. pail (.017m <sup>3</sup> , 1039.5 in. <sup>3</sup> )		<i>Meets the intent of LEED® VOC environmental quality requirements.</i>	

## 5. Storage & Shelf Life

<b>Storage:</b>	3M™ Smoke and Sound Sealant SS 100 should be stored indoors in dry conditions between 40°F and 90°F (4°C and 32°C). Avoid repeated freeze / thaw exposures of the 3M™ Smoke and Sound SS 100 while still in the packaging.
<b>Shelf Life:</b>	3M™ Smoke and Sound SS 100 shelf life is 18 months in original unopened containers from date of packaging when stored above 68°F (20°C) and below 90°F (32.2°C). Lot numbering: First to sixth digit = Date of Production (MMDDYY) Seventh indicator = dash symbol (-) Eighth digit = shift number

## 6. Installation Techniques

Consult a 3M Authorized Fire Protection Products Distributor / Dealer or Sales Representative for applicable drawings and details.

<b>Preparatory Work:</b>	The surface of the opening and any penetrating items should be cleaned to allow for the proper adhesion of the 3M™ Smoke and Sound Sealant SS 100. Ensure that the surface of the substrates are not wet and are free from dust, debris and frost. Sealant can be installed with a standard caulking gun, pneumatic pumping equipment or it can be easily applied with a putty knife or trowel.
<b>Installation Details:</b>	Install the applicable depth of backing material, if required, as detailed within the applicable 3M design. Install the applicable depth of 3M™ Smoke and Sound Sealant SS 100 into the opening flush with the surface of the substrate at the required depth. Please reference 3M™ Smoke and Sound Sealant Installation Guide for further installation details. Tool within 5 minutes. Clean all tools immediately after use with water.
<b>Limitations:</b>	Do not apply 3M™ Smoke and Sound Sealant SS 100 when surrounding temperature is less than 40°F (4°C) and in conditions when seals may be exposed to rain or water spray within 18 hours of application. Do not apply 3M™ Smoke and Sound Sealant SS 100 to building materials that bleed oil, plasticizers or solvent (e.g. impregnated wood, oil-based sealants, or green or partially-vulcanized rubber). Do not apply 3M™ Smoke and Sound Sealant SS 100 to wet or frost-coated surfaces or areas that are continuously damp or immersed in water. <b>NOTICE: This product is not for use as a commercial firestop.</b> This product is not acceptable for use with chlorinated polyvinylchloride (CPVC) pipes.

## 7. Maintenance

No maintenance is expected when installed in accordance manufacturer's installation guidelines. Once installed, if any section of the 3M™ Smoke and Sound Sealant SS 100 is damaged, the following procedure will apply: remove and reinstall the damaged section in accordance with the applicable 3M™ Smoke and Sound Installation Guide, with a minimum 1/2 in. (12.7mm) overlap onto the adjacent material.

## 8. Availability

3M™ Smoke and Sound Sealant SS 100 is available in 20.0 oz. sausages, 28.0 fl. oz. cartridges and 4.5 gallon pails. For additional technical and purchasing information regarding this and other 3M™ Fire Protection Products, please call: 1-800-328-1687 or visit [www.3M.com/firestop](http://www.3M.com/firestop).

## 9. Safe Handling Information

Consult product's Material Safety Data Sheet (MSDS) prior to handling and disposal.



### Building and Commercial Services Division

3M Center, Building 223-2N-21  
St. Paul, MN 55144-1000 USA  
1-800-328-1687  
[www.3M.com/firestop](http://www.3M.com/firestop)

#### Important Notice to User:

**Technical Information:** The technical information, recommendations and other statements contained in this document are subject to change, the accuracy or completeness of such information is not guaranteed. **Product Use:** Many factors beyond 3M's control and uniquely within user's knowledge and control can affect the use and performance of a 3M product in a particular application. Given the variety of factors that can affect the use and performance of a 3M product, user is solely responsible for evaluating the 3M product and determining whether it is fit for a particular purpose and suitable for user's method of application. **Warranty and Limited Remedy:** 3M warrants that each 3M Fire Protection Product will be free from defects in material and manufacture for 90 days from the date of purchase from 3M's authorized distributor. 3M MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. If a 3M product does not conform to this warranty, the sole and exclusive remedy is, at 3M's option, replacement of the 3M product or refund of the purchase price. **Limitation of Liability:** Except where prohibited by law, 3M will not be liable for any loss or damage arising from the 3M product, whether direct, indirect, special, incidental or consequential, regardless of the legal theory asserted.

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## PRODUCT DATA SHEET

SPECIFIED TECHNOLOGIES INC.



## SERIES AS200 ELASTOMERIC SPRAY

## ▼ APPLICATIONS

SpecSeal® Elastomeric Spray is designed primarily for the protection of construction joints, curtain wall safing gaps, and certain through-penetrations.



## ▼ PHYSICAL PROPERTIES

Color	Pale Blue and Red
Odor	Mild Latex
Specific Gravity	1.3
Solids Content by Weight	74%
Solids Content by Volume	66.4%
Flame Spread	10*
Smoke Developed	0*
Movement	±50%**
Coverage	12.8 sq ft/gal @ 1/8" Wet Thickness (0.31 sq m/L @ 3.2 mm Wet Thickness)  17.1 sq ft/gal @ 3/32" Wet Thickness (0.42 sq m/L @ 2.4 mm Wet Thickness)
Viscosity	110,000 cps
pH	7.5
Solvent Content	None
Plasticizer	None
In-Service Temp.	≤185°F (85°C)
Storage Temp.	40°F (4°C) - 95°F (35°C)
Drying Time:	Tack Free 2 Hours Dry Through 24-48 Hours <sup>A</sup>
STC Rating	60 (Relates to specific construction) (ASTM E 90-04/ASTM C919)
VOC Content <sup>B</sup>	10 g/L
Shelf Life	24 months

\* Tested to ASTM E84 (UL723) @ 14% coverage.

\*\*500 Cycles per UL2079, AC30 (ICBO) and ASTM E1399

<sup>A</sup>Dependent on temperature and humidity.

<sup>B</sup>Per ASTM D3960 EPA Fed. Reference Method 24

## ▼ FEATURES &amp; BENEFITS

- Water-Based for easy installation and cleanup
- Non-halogenated.
- Thixotropic for high-build application.
- Auto Bonding.
- Safe...no solvents! No asbestos!
- Flexible!
- Water Resistant!
- Low Abrasion for longer pump life and less maintenance.
- UL Classified.
- Tested with spray applied fire resistive materials (SFRM).
- Paintable

## ▼ PERFORMANCE

SpecSeal® AS200 Elastomeric Spray in conjunction with appropriate backing materials has been tested in one, two, three and four hour joints tested in accordance with ASTM E1966 (ANSI/UL2079), ASTM E814 (ANSI/UL1479) and CAN/ULCS115. This product has also been tested for use in Perimeter Fire Barrier Systems in accordance with ASTM E2307. Consult factory for individual system designs and application requirements.

**LIMITATIONS:** Use product as per manufacturer's instructions. Use only in applications per the manufacturer's tested and published designs or specific recommendations. End user must ultimately determine the suitability of the product and designs to his specific requirement and assumes responsibility for its use. **PRODUCT CONTAINS WATER AND IS CONDUCTIVE UNTIL DRY. DO NOT APPLY IN THE PRESENCE OF EXPOSED OR ENERGIZED ELECTRICAL CONDUCTORS.**



**SpecSeal® AS Elastomeric Firestop Spray**  
Fill, Void or Cavity Material CERTIFIED FOR  
USE IN JOINT-SYSTEMS. SEE UL ONLINE  
CERTIFICATIONS DIRECTORY.



FBC™ System Compatible indicates that this product has been tested, and is monitored on an ongoing basis, to assure its chemical compatibility with FlowGuard Gold®, BlazeMaster® and Corzan® pipe and fittings. FBC, FlowGuard Gold, BlazeMaster and Corzan are licensed trademarks of The Lubrizol Corporation.



## ▼ SPECIFICATIONS

The fire protective joint coating shall be a water-based, non-halogenated elastomeric coating and shall contain no solvents, inorganic fibers, nor asbestos. The coating shall dry to form a flexible, moisture resistant film and shall adhere to all common construction surfaces. The coating shall provide up to 50 percent movement. The coating shall be thixotropic and shall be capable of being applied by airless spray, brush or trowel. The approved coating shall be SpecSeal® Series AS200 Elastomeric Spray.

## Specified Divisions

DIV. 7	07 84 00	Through-Penetration Firestopping
DIV. 4	04 22 00	Concrete Unit Masonry
DIV. 7	07 21 00	Thermal Insulation
DIV. 8	08 44 00	Curtain Wall and Glazed Assemblies



Technical Service 1-800-992-1180  
www.stifirestop.com

Specified Technologies Inc. • Product Data Sheet  
Series AS200 Elastomeric Spray • ZSFOD5042 1248

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**PRODUCT DATA SHEET**

SPECIFIED TECHNOLOGIES INC.

**SERIES AS200 ELASTOMERIC SPRAY****▼ INSTALLATION INSTRUCTIONS**

GENERAL: Areas to be protected must be clean and free of oil, loose dirt, rust or scale. Recommended storage temperatures range between 40°F (4°C) and 95°F (35°C). Installation temperature shall be between 40°F (4°C) and 95°F (35°C). Although not a requirement, the optimal application temperature range is 60°F (16°C) to 90°F (32°C). When applying product at the lower end of the temperature range, warming the material to 70°F (21°C) will enhance drying characteristics. Drying time will vary according to prevailing temperature and humidity. Allow to thoroughly dry before exposure to moisture.

Consult appropriate manufacturer's drawing for system design requirements. Forming or packing materials are required as an integral part of various system designs.

Coating may be applied by airless spray in a single pass as thick as 3/16" (4.8mm) wet coating depth, although coating thickness requirements vary according to individual design. If applying by brush or spraying on vertical surfaces where coating appears to be prone to slumping, multiple coats or the application of a thin tack coat may be required. **DO NOT ATTEMPT TO THIN PRODUCT BY ADDING WATER.** When dry, may be painted using most non-solvent based paints.

**▼ MAINTENANCE**

Inspection: Installations should be inspected periodically for subsequent damage. Following safety precautions listed below (See Precautionary Information) and pertinent installation guidelines, remove coating in damaged areas down to undamaged material. Reapply fresh coating material to original coating thickness.

**▼ TECHNICAL SERVICE**

Specified Technologies Inc. provides toll free technical support to assist in product selection and appropriate installation design. UL Systems, Material Safety Data Sheets and other technical information is available at the Technical Library at [www.stifirestop.com](http://www.stifirestop.com).

**▼ PRECAUTIONARY INFORMATION**

Consult Material Safety Data Sheet for additional information on the safe handling and disposal of this material. Wash areas of skin contact with soap and water. Avoid contact with eyes. The use of an OSHA or NIOSH approved mask for dust and mist environment is recommended. Apply in areas with adequate ventilation.

**▼ AVAILABILITY**

SpecSeal® Series AS200 Elastomeric Spray is available worldwide from authorized distributors. Consult factory for the names and locations of the nearest sales representatives or distributors.. 

**▼ TABLE A: APPLICATION EQUIPMENT**

**NOTICE:** Spray application of SpecSeal Elastomeric Spray requires airless spray equipment meeting the following specifications:

Working Pressure: Min. 2500 PSI (172 Bar)

Delivery: Min. .72 U.S. gpm (2.7 l/min.) recommended

Spray Tip Orifice: 0.023" to 0.026" (0.58 to 0.66 mm) recommended

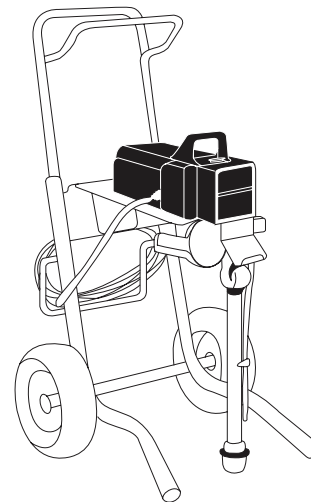
Wetted Parts All seals and contact surfaces suitable for contact with latex emulsions.

A minimum 3/8" (9.5 mm) fluid line is required, a 1/2" (13 mm) line is preferred. Consult pump manufacturer for long hose runs or lifts to higher elevations. A reversible spray tip is recommended. A 6" (152 mm) fan pattern is suggested to minimize overspray.

The following airless spray equipment has demonstrated suitability for application of this product. STI makes no warranties concerning the suitability or use of this equipment and has no affiliation of any kind with its manufacturer.

**Manufacturer**  
Titan Tool Inc.  
Graco Inc.

**Model Number & Description**  
740ix Electric Airless Sprayer  
Ultra Max II 695 Electric Airless Sprayer



Technical Service 1-800-992-1180  
[www.stifirestop.com](http://www.stifirestop.com)

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## PRODUCT DATA SHEET

SPECIFIED TECHNOLOGIES INC.



## SERIES AS200 ELASTOMERIC SPRAY

## ▼ ORDERING INFORMATION

SpecSeal® Elastomeric Spray is available in 5 gal. pails, 55 gal. drums are available on a special order basis.

AS205	Pale Blue Color	5 gal. Pail	1,155 cu. in. (19 liters)
AS205R	Red Color	5 gal. Pail	1,155 cu. in. (19 liters)

## ▼ CITY OF NEW YORK MEA 310-99-M

Important Notice: All statements, technical information, and recommendations contained herein are based upon testing believed to be reliable, but the accuracy and completeness thereof is not guaranteed.

## ▼ NOTICE &amp; WARRANTY

Important Notice: All statements, technical information, and recommendations contained herein are based upon testing believed to be reliable, but the accuracy and completeness thereof is not guaranteed.

LIMITED WARRANTY: STI typically warrants its products for one full year. For complete details of our standard warranty, please visit [www.stifirestop.com/legal/warranty](http://www.stifirestop.com/legal/warranty)



Technical Service 1-800-992-1180  
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# IsoBacker

## Acoustical Outlet Backer Pad (Fire Rated)



R25717

WALL OPENING PROTECTIVE MATERIAL  
FIRE RESISTANCE CLASSIFICATION  
SEE UL FIRE RESISTANCE DIRECTORY  
(3YX4)

### Description

Kinetics IsoBacker is designed to maintain high acoustical ratings in fire rated walls. It is easy to apply and will stay resilient (will not harden). IsoBacker is UL listed for both metallic and non-metallic outlet boxes to prevent the spread of smoke, fire, and toxic gases. The pads are sized to cover standard size outlet boxes and are designed to work with Kinetics IsoMax sound clips and other sound rated wall assemblies.

### Application

Unsealed outlet boxes are known sound leaks in stud wall assemblies. A wall designed for noise control will not perform to expectations when outlets are unsealed, particularly when outlets are back-to-back in the same stud cavity. Kinetics IsoBacker outlet pads can be hand formed around the back of the outlet box to prevent this common sound leakage problem in stud walls.

### Benefits

- Testing to UL 263 (ASTM E119) and UL 1479 (ASTM E814)
- Outstanding adhesion to outlet boxes and other substrates
- Non-Hardening, permanently resilient
- Water-resistant
- Complies with Section 712.3.2 of 2006 IBC
- UL listed for metallic and non-metallic outlet boxes
- Has been tested in STC 60 walls

### Technical Data

Thickness: 1/8" (3.5mm)  
Size: 7.25" by 7.25" (185mm by 185mm)  
Package: 20 pads per box

**ACOUSTIBUILT®**  
Seamless Acoustical Ceiling  
and Wall System  
fine texture

**TOTAL  
ACOUSTICS®**  
Sound Absorption (NRC)  
+ Sound Blocking (CAC)

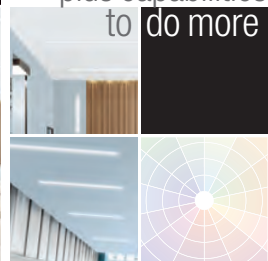
**SUSTAIN®**  
High Performance  
Sustainable  
Ceiling Systems  
(white only)

**24/7  
DEFEND™**  
Solutions for Healthier,  
Safer Spaces  
**CONTAIN CLEAN PROTECT**



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▲ AcoustiBuilt® Seamless Acoustical Ceiling System

Wall system available

New seamless acoustical ceiling and wall system that looks like drywall, but offers Total Acoustics® performance.

#### KEY SELECTION ATTRIBUTES

- new** Look of drywall in a seamless acoustical ceiling and wall system (install on walls above 7 feet to prevent damage)
- Get total noise control and floor plan versatility with Total Acoustics® ceiling panel options: NRC + CAC = Total Acoustics performance
- Finished White AcoustiBuilt® panels are part of the Sustain® portfolio and meet the most stringent industry sustainability compliance standards today
- Smooth non-directional, monolithic, drywall-like visual
- Add a hint of color, tailored to your design palette
- new** Use Drywall Grid SimpleSoffit™ framing system for faster, easier soffit construction
- Install on Armstrong® Drywall Grid Systems, in any room, any size – flat or sloped
- Similar installation and finishing methods to drywall ceilings
- new** CleanAssure™ family of products – includes disinfectable panels, suspension systems, and trim
- Mold- and mildew-resistant surface
- AcoustiBuilt® is intended for spaces desiring a Level 4 equivalent drywall finish

- Easier to install than acoustical plaster at a lower cost
- Can be installed with most drywall-compatible light fixtures including those from our partners:
  - Axis - XAL
  - USAI® - Price®
- new** Improves STC of interior stud/drywall partition systems by up to 6 points

#### TYPICAL APPLICATIONS

- Offices
- Lobbies
- Education
- Exposed Structure
- Retail
- Hospitality
- Cloud Applications

#### FINE TEXTURE FINISH FOR ACOUSTIBUILT PANELS



White  
(WH)

#### COLOR TINTS OF YOUR CHOICE



Available in any  
light color tone!

NOTE: Custom color tints should have an LRV (Light Reflectance Value) of 70 or greater. Custom AcoustiBuilt fine-texture finish colors will appear one or two shades darker than a standard paint color sample when applied due to the texture in the finish.

TechLine 877 276-7876  
[armstrongceilings.com/acoustibuilt](http://armstrongceilings.com/acoustibuilt)

**Armstrong®**  
CEILING & WALL SOLUTIONS



## ACOUSTIBUILT®

Seamless Acoustical Ceiling  
and Wall System  
fine texture

USDA  
CERTIFIED  
BIOBASED  
PRODUCT  
PRODUCT 98%

Declare.



SUSTAIN®  
High Performance  
Sustainable Ceiling Systems  
(white only)

GREENGUARD  
Gold Certified  
(details below)

LEED®  
WELL™  
LBC

UP TO 75% RECYCLED CONTENT

energy management  
construction waste mgmt  
regional materials  
design for flexibility  
EPD

recyclable/extended producer resp.  
biobased materials  
recycled content  
sourcing of raw materials  
material ingredient reporting  
low emitting materials  
lighting quality  
acoustics

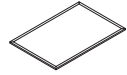
LOCATION DEPENDENT

Calculate sustainability with GreenGenie™  
armstrongceilings.com/greengenie

## VISUAL SELECTION

## PERFORMANCE SELECTION Dots represent high level of performance (panel and grid).

Item No.	Dimensions (Inches)
ACOUSTIBUILT® CEILING AND WALL PANELS	2604 48 x 72 x 7/8"
7/8" Tapered Edge on 4 Sides	

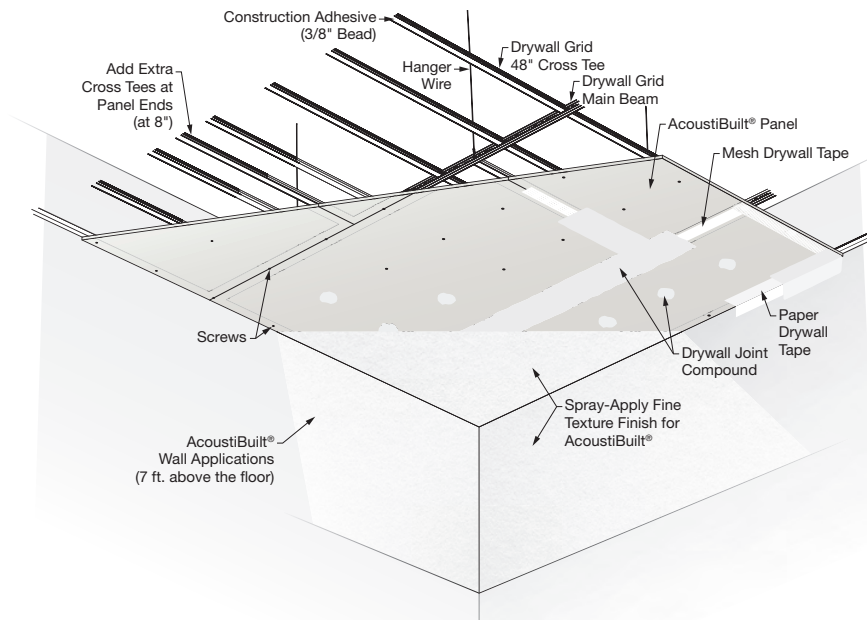


UL Classified Acoustics	Total Acoustics <sup>1</sup>	Fire Performance	Light Reflect	Bio-Block	Humi-Guard+	Certified Low VOC Emissions	CleanAssure™ Disinfectable Panels	DURABILITY	Recycle Program	10-Yr Warranty
NRC + CAC =	NRC CAC	Class A	0.87**	•	•	•	Fog Spray Wash Scratch Soil	Recycle Program	10-Yr Warranty	
0.80* 46	BEST	Class A	0.87**	•	•	•	• • N/A N/A N/A N/A	•	•	•

<sup>1</sup> Total Acoustics® ceiling panels have an ideal combination of sound absorption and sound blocking in one product.  
\* Per ASTM C423 & E795, E-400 Mounting.

\*\* White fine-texture finish panel performance following the installation instructions.

## WALL-TO-WALL ASSEMBLY AND INSTALLATION OVERVIEW



## ACOUSTICAL INFORMATION

## Mounting Method

	Sabins/SF
Cloud	0.80
Cloud w/ infill 8200T10	1.33
STC Rating***	
1 Side	2 Sides
42	43
•	•

\*\*\* 3-5/8" metal studs with one layer of 5/8" drywall on both sides and AcoustiBuilt Panels on one or both sides.

## PHYSICAL DATA

**Material**  
Wet-formed mineral fiber.

**Fire Performance**  
Class A: ASTM E84 and CAN/ULC S102 surface burning characteristics. Flame Spread of 25 or less. Smoke Developed of 50 or less.

## ASTM E1264 Classification

Type IV, Form 2, Pattern G

Fire Class A

**Humidity/Sag Resistance**  
HumiGuard® Plus ceiling panels are recommended for areas subject to high humidity, up to, but not including, standing water and outdoor applications.

## Anti-Mold/Mildew

Ceiling tiles with White fine-texture finish offer BioBlock® performance and resist the growth of mold and mildew on the tile surface.

## High Recycled Content

Contains greater than 50% total recycled content. Total recycled content based on product composition of post-consumer and pre-consumer (post-industrial) recycled content per FTC guidelines.

## VOC Emissions

## GREENGUARD Gold Certified

Third-party certified compliant with California Department of Public Health CDPH/EHLB/Standard Method Version 1.2, 2017. This standard is the guideline for low emissions in LEED®, WELL Building Standard™, Living Building Challenge® (LBC), CalGreen Title 24, ANSI/ASHRAE/USGBC/IES Standard 189; ANSI/GBI Green Building Assessment Protocol.

## Design and Lighting Considerations

AcoustiBuilt panels are intended for spaces desiring a Level 4 equivalent drywall finish. Critical lighting conditions such as grazing or side light are important to consider while specifying as they can accentuate any imperfections or visible joints.

Lighting and diffuser fixtures must be able to accommodate 7/8" thick panels. Contact the lighting and diffuser manufacturers for recommended fixture use and integration. AcoustiBuilt is a non-accessible ceiling. Access panels can be integrated, as needed, following standard installation practices. Refer to access panel manufacturer to verify compatibility with 7/8" thick panels.

## Acoustical Considerations

When installed as a cloud, average sound absorption is 0.80 Sabins/SF. The addition of acoustical infill panel item 8200T10

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FOR LOW CHEMICAL  
EMISSIONS  
UL.COM/GG  
UL 2818



can increase sound absorption up to 1.33 Sabins/SF. Excessive integrations and/or small enclosed spaces where the ceiling is more compound than open area will result in degradation of sound absorption. Certain lighting conditions and/or colors may require an additional coat of fine-texture finish, resulting in a degradation of sound absorption. AcoustiBuilt panels absorb the most sound when installed as full panels. Plan the layout to minimize panel joints and fixture integrations which cover the surface of the ceiling.

## Insulation Value

R Factor – 2.2 (BTU Units)  
R Factor – 0.39 (Watts Units)

**Cleaning and Disinfecting**  
Cleaning and CDC recommended disinfecting options available on armstrongceilings.com/cleaning

## 10-Year Panel Warranty

Details at armstrongceilings.com/acoustibuilt

**Weight; Square Feet/Carton**

2604 – 1.1 lbs/SF; 240 SF/ctn

**Minimum Order Quantity**  
1 carton (10pcs)

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ACOUSTIBUILT® CEILING AND WALL SYSTEM



## ACOUSTIBUILT®

Seamless Acoustical Ceiling  
and Wall System  
fine texture

USDA  
CERTIFIED  
BIOBASED  
PRODUCT  
PRODUCT 98%

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High Performance  
Sustainable Ceiling Systems  
(white only)

GREENGUARD  
Gold Certified  
(details below)

LEED®  
WELL™ LBC




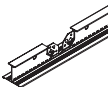

UP TO 75% RECYCLED CONTENT

energy management  
construction waste mgmt  
regional materials  
design for flexibility  
EPD  
recyclable/extended producer resp.  
biobased materials  
recycled content  
sourcing of raw materials  
material ingredient reporting  
low emitting materials  
lighting quality  
acoustics


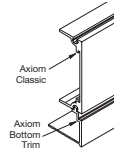
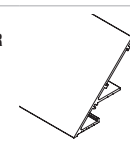
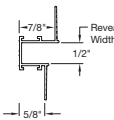
LOCATION DEPENDENT

Calculate sustainability with GreenGenie™  
armstrongceilings.com/greengenie


### SUSPENSION SYSTEMS – Order Separately

Item No.	Description	Required for Install	Qty/Ctn
HD8906	 12' HD Drywall Main Beam	Yes	12/144
XL8945P	 4' Drywall Cross Tee	Based on layout	36/144
KAM21020	 2 x 2 x 120" Knurled Angle Molding (0.033" metal thickness)	Based on layout	10/100
SSLU2424	 SimpleSoffit™ L Soffit Upturn 6-1/2 x 1-3/4 X 48-1/2"	N/A	12/48
7891	 12-gauge hanger wires 144" length	N/A	140 pcs

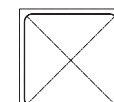
### PERIMETER TRIM OPTIONS – Order Separately

Item No.	Description	Required for Install
AX1PC_STR AX1PC_CUR	 Axiom® One-Piece Drywall Trim available for 4" and 6" heights – straight or curved	Based on layout
Axiom Classic: AX_STR AX_CUR	 Axiom Classic Trim available in 2" to 16" heights (2" increments) – straight or curved with Axiom Bottom Trim for AcoustiBuilt®	Based on layout
Axiom Bottom Trim: AXBTASTR AXBTACUR	See Axiom Data Page for clips and accessories needed to install Axiom trim shown above.	Axiom Bottom Trim is required to use Axiom Classic and select Axiom Trims with AcoustiBuilt
Straight: AXAKEACBSTR	 Axiom® Angled Knife Edge® Trim for AcoustiBuilt – Inside or Outside Corner	Based on layout
Inside Corner: AXAKEACBIC		
Outside Corner: AXAKEACBOC		
ARM625500STR	 1/2" Wall reveal from 7/8" AcoustiBuilt to 5/8" Drywall	Based on layout

### ACOUSTIBUILT FINE-TEXTURE FINISH PAINT – Order Separately




Item No.	Description	Required for Install
2605WH	 Fine-texture finish for AcoustiBuilt Panels (available in white and custom off-white tints)	For every 10 panels (240 SF) - order 1 pail (4 gal.) 200 SF on custom color applications


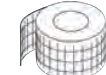

### PLASTERFORM™ (GRG) ACCESS PANELS

Item No.	Description
PF-15030B	 30" x 30" Rounded Corner Access Panel
PF-15024B	24" x 24" Rounded Corner Access Panel
PF-15018B	18" x 18" Rounded Corner Access Panel

See more Plasterform Access Panel options at: [armstrongceilings.com/plasterform](http://armstrongceilings.com/plasterform)

### STANDARD ACCESSORIES BY OTHERS – Order Separately

Item No.	Description	Required for Install
Screws	 # 6 x 1-5/8" fine thread, corrosion resistant drywall screws # 6 x 1-5/8" coarse thread drywall screws (used for wall installations)	Yes
Setting-Type Compound	 Fast-setting compound (hot mud)	Yes
Adhesive (Required for all ceiling and wall installations.) Requires approx. seven 28-oz. tubes of adhesive per 240 SF.	 OSI® F38 Heavy Duty Drywall Adhesive or equivalent	Yes

Item No.	Description	Required for Install
Drying-Type Compound	 Ready-mixed lightweight compound	Yes
Tape	 Self-adhesive mesh drywall joint tape (for panel joints)	Yes
Paper Tape	 Paper drywall tape (For Corners)	Yes

ACOUSTIBUILT® CEILING AND WALL SYSTEM

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[armstrongceilings.com/acoustibuilt](http://armstrongceilings.com/acoustibuilt)

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and Wall System  
fine texture

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PRODUCT 98%

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LBC

UP TO 75% RECYCLED CONTENT

energy management	construction waste mgmt	regional materials	design for flexibility	EPD
recyclable/extended producer resp.	biobased materials	recycled content	sourcing of raw materials	material ingredient reporting
low emitting materials	lighting quality	acoustics		

LOCATION DEPENDENT

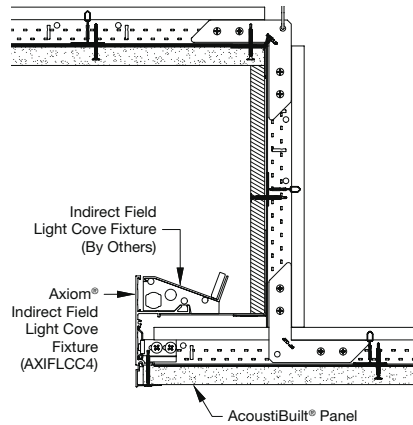
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### LIGHTING AND MEP INTEGRATION

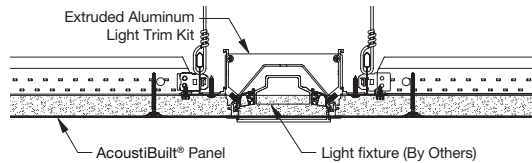
AcoustiBuilt® installed on Armstrong® Drywall Grid offers comparable compatibility to standard drywall and easily accommodates a wide variety of conventional and integrated lighting solutions from Armstrong lighting partners. Additional options include standard industry lighting that complements the module size, or pendant fixtures that hang below the ceiling system.

axis USAI XAL  
Lighting

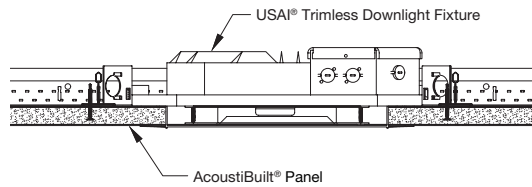
#### AcoustiBuilt with Axiom® Indirect Field Light Cove



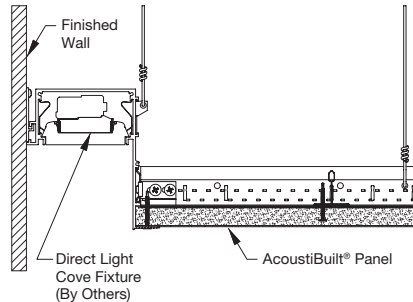
#### AcoustiBuilt with Axiom Linear Lighting



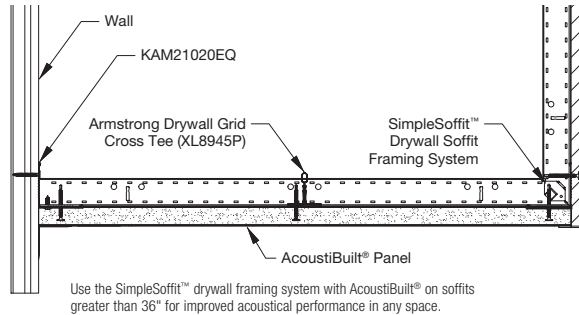
#### AcoustiBuilt with Trimless Downlighting



#### AcoustiBuilt with Axiom Direct Light Cove

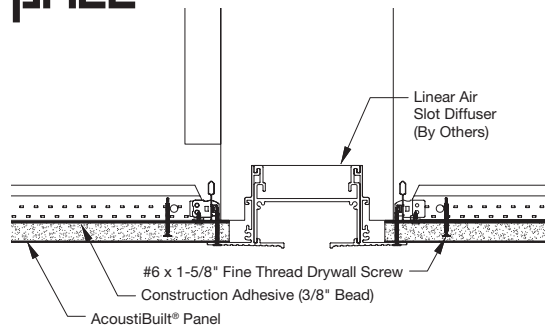


#### AcoustiBuilt with SimpleSoffit™

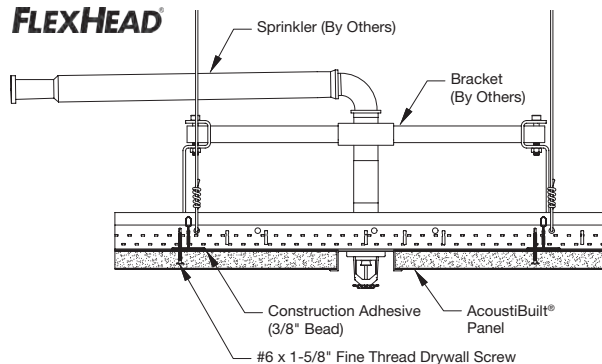


### MEP PARTNERS

price



FLEXHEAD®



Download AcoustiBuilt Drawing Details Library >

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BPCS-5940-1221

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ACOUSTIBUILT® CEILING AND WALL SYSTEM

USG  
Ceiling  
Solutions

# USG ENSEMBLE® ACOUSTICAL DRYWALL CEILING—SUSPENDED SYSTEM

SEAMLESS APPEARANCE WITH EXCELLENT ACOUSTIC PERFORMANCE



TO ORDER SAMPLES, GO TO [USG.COM](http://USG.COM) OR [CGCINC.COM](http://CGCINC.COM)

## STANDARD COLOR



Flat White  
050

## CUSTOM COLOR



Unlimited  
Color Options

## FEATURES AND BENEFITS

- Monolithic appearance with fine finish in standard white and custom colors.
- System installed on economical, suspended USG Drywall T-Bar grid.
- Perforated USG Sheetrock® Brand Ensemble® Four-Sided Taper™ Panels, USG High-NRC Backer Panels and acoustically transparent USG Ensemble™ Spray-Applied Finish optimize sound absorption - NRC 0.80, CAC 40.
- Installs and finishes using traditional drywall techniques and USG Ensemble™ Spray-Applied Finish.
- Up to 50 % lower installed cost versus acoustical plaster systems.
- Backed by USG's advanced design and engineering, certified installer and sales support network, and full system warranty.

## APPLICATIONS

- |              |                                     |                                   |
|--------------|-------------------------------------|-----------------------------------|
| • Lobbies    | • Performing arts spaces            | • Classrooms/<br>higher education |
| • Atria      | • Corporate interiors               | • Hospitality                     |
| • Concourses | • Board rooms/<br>executive offices | • Restaurants                     |
| • Museums    |                                     |                                   |



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# Acoustic design ceilings

VoglFuge® / VoglJoint system  
Technical information



## VoglFuge® / VoglJoint



## Ceilings *without filler*

With air purification  
as standard

Create perfect  
acoustic designer ceilings with  
the VoglFuge® / VoglJoint system



# Acoustic design ceilings

VoglFuge® / VoglJoint system

Perforation patterns and Sound absorption values

With air purification  
as standard



Article	Article No.	Description	Details	m <sup>2</sup> / pallet boards / pallet
	7011101110	<b>Acoustic design panel VF 6/18R</b> Acoustic fleece, black	<b>1188 x 1998 x 12.5 mm</b> Perforated area: 8.7% Weight: 9.1 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	59.3 m <sup>2</sup> / pallet 25 boards / pallet 
	7011101120	<b>Acoustic design panel VF 6/18R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_W = 0.55$ sound absorption class D Backed with 30 mm glass wool: $\alpha_W = 0.55$ sound absorption class D		
	7011102110	<b>Acoustic design panel VF 8/18R</b> Acoustic fleece, black	<b>1188 x 1998 x 12.5 mm</b> Perforated area: 15.5% Weight: 8.5 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	59.3 m <sup>2</sup> / pallet 25 boards / pallet 
	7011102120	<b>Acoustic design panel VF 8/18R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_W = 0.70$ sound absorption class C Backed with 30 mm glass wool: $\alpha_W = 0.75$ sound absorption class C		
	7011103110	<b>Acoustic design panel VF 10/23R</b> Acoustic fleece, black	<b>1196 x 2001 x 12.5 mm</b> Perforated area: 14.8% Weight: 8.5 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	59.8 m <sup>2</sup> / pallet 25 boards / pallet 
	7011103120	<b>Acoustic design panel VF 10/23R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_W = 0.70$ sound absorption class C Backed with 30 mm glass wool: $\alpha_W = 0.70$ sound absorption class C		
	7011104110	<b>Acoustic design panel VF 12/25R</b> Acoustic fleece, black	<b>1200 x 2000 x 12.5 mm</b> Perforated area: 18.1% Weight: 8.2 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	60.0 m <sup>2</sup> / pallet 25 boards / pallet 
	7011104120	<b>Acoustic design panel VF 12/25R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_W = 0.70$ sound absorption class C Backed with 30 mm glass wool: $\alpha_W = 0.80$ sound absorption class B		
	7011105110	<b>Acoustic design panel VF 15/30R</b> Acoustic fleece, black	<b>1200 x 1980 x 12.5 mm</b> Perforated area: 19.6% Weight: 8.0 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	59.4 m <sup>2</sup> / pallet 25 boards / pallet 
	7011105120	<b>Acoustic design panel VF 15/30R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_W = 0.75$ sound absorption class C Backed with 30 mm glass wool: $\alpha_W = 0.80$ sound absorption class B		
	7011106110	<b>Acoustic design panel VF 8/12/50R</b> Acoustic fleece, black	<b>1200 x 2000 x 12.5 mm</b> Perforated area: 13.1% Weight: 8.7 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	60.0 m <sup>2</sup> / pallet 25 boards / pallet 
	7011106120	<b>Acoustic design panel VF 8/12/50R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_W = 0.65$ sound absorption class C Backed with 30 mm glass wool: $\alpha_W = 0.70$ sound absorption class C		

Vogl Deckensysteme GmbH  
Order service

Industriestrasse 10, 91448 Emskirchen, Phone +49(0)9104-825-0, Fax +49(0)9104-825-250, info@vogl-deckensysteme.de  
Phone +49(0)9104-825-121, Fax +49(0)9104-825-252, kundencenter@vogl-deckensysteme.de

# Acoustic design ceilings

VoglFuge® / VoglJoint system

Perforation patterns and Sound absorption values

With air purification  
as standard



Article	Article No.	Description	Details	m <sup>2</sup> / pallet boards / pallet
	7011107110	<b>Acoustic design panel VF 12/20/66R</b> Acoustic fleece, black	<b>1188 x 1980 x 12.5 mm</b> Perforated area: 19.6% Weight: 8.0 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	58.8 m <sup>2</sup> / pallet 25 boards / pallet  
	7011107120	<b>Acoustic design panel VF 12/20/66R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_w = 0.70$ sound absorption class C Backed with 30 mm glass wool: $\alpha_w = 0.80$ sound absorption class B		
	7011108110	<b>Acoustic design panel VF 8/18Q</b> Acoustic fleece, black	<b>1188 x 1998 x 12.5 mm</b> Perforated area: 19.8% Weight: 8.0 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	59.3 m <sup>2</sup> / pallet 25 boards / pallet  
	7011108120	<b>Acoustic design panel VF 8/18Q</b> Acoustic fleece, white  Rated sound absorption: $\alpha_w = 0.75$ sound absorption class C Backed with 30 mm glass wool: $\alpha_w = 0.85$ sound absorption class B		
	7011109110	<b>Acoustic design panel VF 12/25Q</b> Acoustic fleece, black	<b>1200 x 2000 x 12.5 mm</b> Perforated area: 23.0% Weight: 7.7 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	60.0 m <sup>2</sup> / pallet 25 boards / pallet  
	7011109120	<b>Acoustic design panel VF 12/25Q</b> Acoustic fleece, white  Rated sound absorption: $\alpha_w = 0.75$ sound absorption class C Backed with 30 mm glass wool: $\alpha_w = 0.90$ sound absorption class A		
	7011110110	<b>Acoustic design panel VF 8/15/20R</b> Acoustic fleece, black	<b>1200 x 2000 x 12.5 mm</b> Perforated area: 9.5% Weight: 9.1 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	60.0 m <sup>2</sup> / pallet 25 boards / pallet  
	7011110120	<b>Acoustic design panel VF 8/15/20R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_w = 0.55$ sound absorption class D Backed with 30 mm glass wool: $\alpha_w = 0.60$ sound absorption class C		
	7011111110	<b>Acoustic design panel VF 12/20/35R</b> Acoustic fleece, black	<b>1200 x 2000 x 12.5 mm</b> Perforated area: 11.0% Weight: 8.9 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	60.0 m <sup>2</sup> / pallet 25 boards / pallet  
	7011111120	<b>Acoustic design panel VF 12/20/35R</b> Acoustic fleece, white  Rated sound absorption: $\alpha_w = 0.55$ sound absorption class D Backed with 30 mm glass wool: $\alpha_w = 0.60$ sound absorption class C		
	7011112110	<b>Acoustic design panel VF 5/82/15.4SL</b> Acoustic fleece, black	<b>1186 x 1984 x 12.5 mm</b> Perforated area: 21.5% Weight: 7.9 kg/m <sup>2</sup>  <b>Long edge:</b> sharp-edged (SK) <b>Short edge:</b> sharp-edged (SK) Delivery includes VoglJoint system kit	58.8 m <sup>2</sup> / pallet 25 boards / pallet  
	7011112120	<b>Acoustic design panel VF 5/82/15.4SL</b> Acoustic fleece, white  Rated sound absorption: $\alpha_w = 0.70$ sound absorption class C Backed with 30 mm glass wool: $\alpha_w = 0.85$ sound absorption class B		

# Acoustic design ceilings

Perforation patterns  
Block slots and Block perforations



## Block slots

Schematic drawing - visible side										
Design	Slot	Slots per „block“		Perimeter (unslotted)		Perforated area %	Board dimensions (standard size)		Grid centres mm	Edge type
		Short	Long	Short mm	Long mm		Width mm	Length mm		
4F	5/82/15.4SL	69	4	73.9	73.3	15.7	1200	2400	300	SK
8F	5/82/15.4SL	30	4	73.9	73.3	13.7	1200	2400	300	SK
8/16F	5/82/15.4SL	4 x 6	4	73.9	73.3	10.9	1200	2400	300	SK

Block slot 4F



Block slot 8F



Block slot 8/16F



Slot only possible lengthways in ceiling panels.

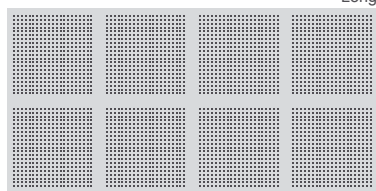
## Block perforations

Schematic drawing - visible side										
Design	Slot	Slots per „block“		Perimeter (unslotted)		Perforated area %	Board dimensions (standard size)		Grid centres mm	Edge type
		Short	Long	Short mm	Long mm		Width mm	Length mm		
4F	8/18R	64	30	41	41	12.9	1224	2448	312.5	SK
	12/25R	45	21	44	44	14.9	1200	2400	300	SK
	12/25Q	45	21	44	44	18.9	1200	2400	300	SK
8F	8/18R	30	30	41	41	12.1	1224	2448	312.5	SK
	12/25R	21	21	44	44	13.9	1200	2400	300	SK
	12/25Q	21	21	44	44	17.7	1200	2400	300	SK
32F	8/18R	13	13	41	41	9.1	1224	2448	312.5	SK
	12/25R	9	9	44	44	10.2	1200	2400	300	SK
	12/25Q	9	9	44	44	13.0	1200	2400	300	SK

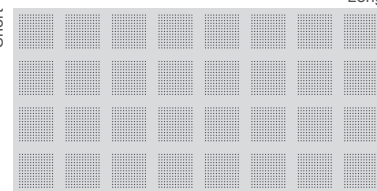
Block perforation 4F



Block perforation 8F



Block perforation 32F



Example: 12/25Q

Example: 12/25Q

Example: 8/18R

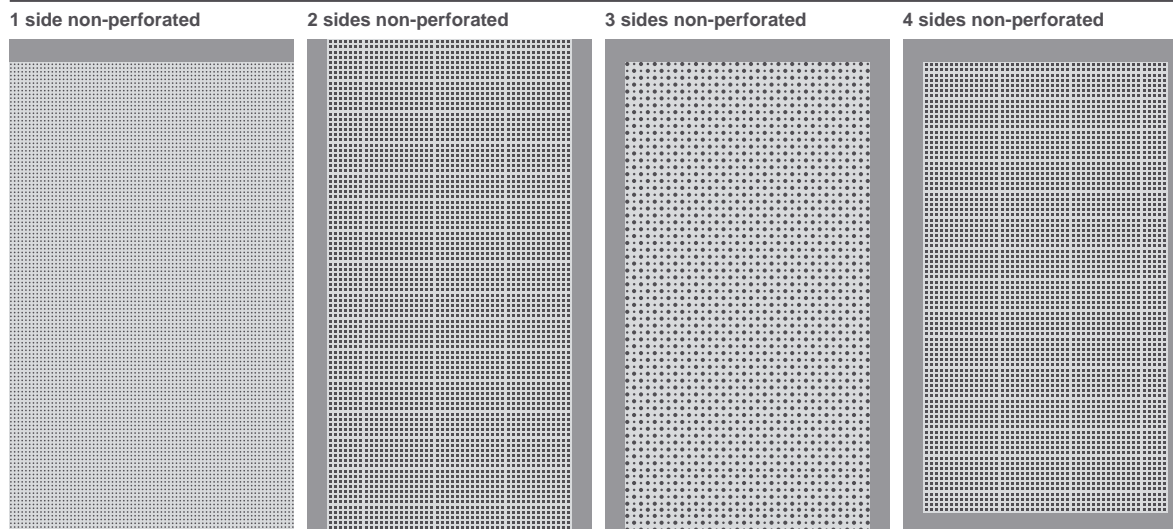
Vogl Deckensysteme GmbH Industriestrasse 10, 91448 Emskirchen, Phone +49(0)9104-825-0, Fax +49(0)9104-825-250, info@vogl-deckensysteme.de  
Order service Phone +49(0)9104-825-121, Fax +49(0)9104-825-252, kundencenter@vogl-deckensysteme.de  
01/011

# Acoustic design ceilings

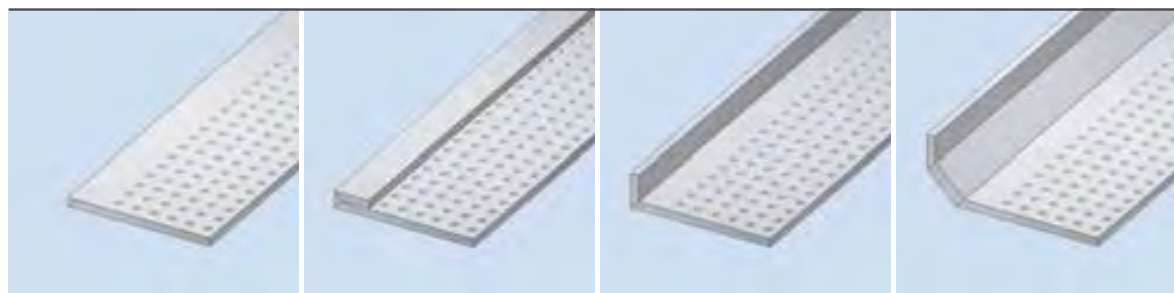
VoglFuge® / VoglJoint system  
Special designs



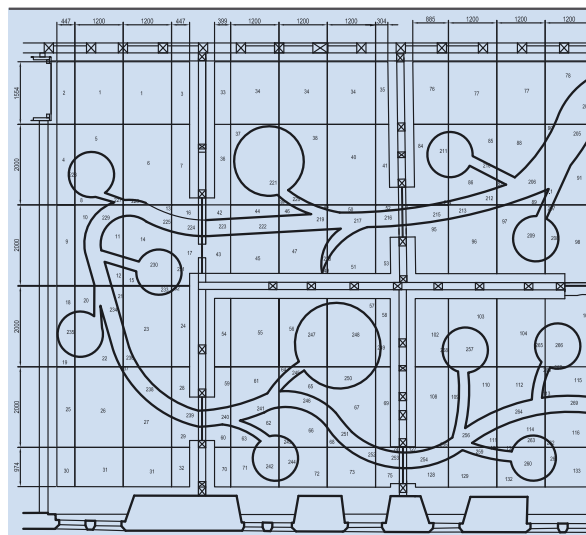
## VoglJoint panels with non-perforated edges



## VoglJoint panels with custom components



## VoglJoint panels according to layout plan



**Is your ceiling supposed to be not only acoustically highly effective but also visually outstanding?**

We are always pleased to help; our experts can adapt our designer acoustic panels exactly to your desired ceiling surface area. By manufacturing ceiling systems to plan, you not only receive individual and perfectly fitted acoustic design panels, but you also receive a layout plan to meet site requirements, guaranteeing reliable results on site. Our moulded parts, stretched ceilings and ceiling mounting parts can be perfectly integrated into your planned ceiling surface.





# Acoustic design ceilings

CD/CD Framework  
System structure



The primary profiles are hung from the structural soffit with suspended brackets using fixing materials approved by the relevant building authorities. The grid centres and number of suspended brackets, as well as the fixing device, are subject to site requirements and EN 13964/DIN 18181. The CG 60/27 secondary profiles are attached to the primary profiles CD 60/27 using cross connectors.

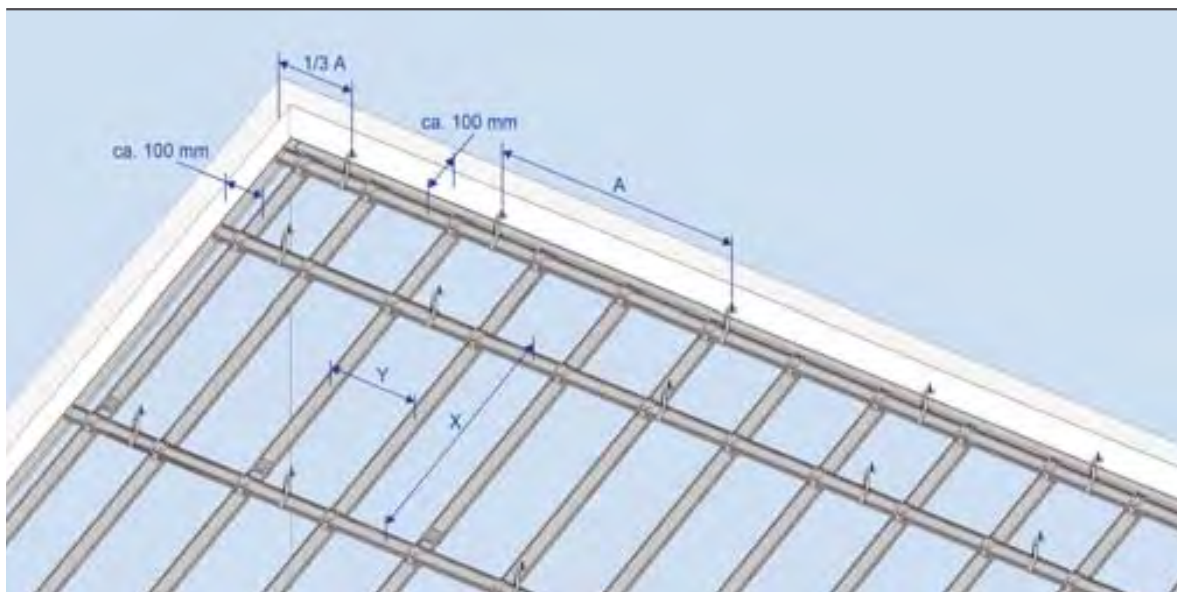
CD 60/27 is extended using straight connectors. For primary grid profiles always ensure that the joint is close to a suspended bracket (max. 100 mm). For secondary grid profiles joints are generally offset from each other.

The plasterboards should be installed in accordance with EN 13964/DIN 18181 and the manufacturer's guidelines.

**Additional items such as lighting, ventilation, sprinkler systems etc. must be independently supported.**

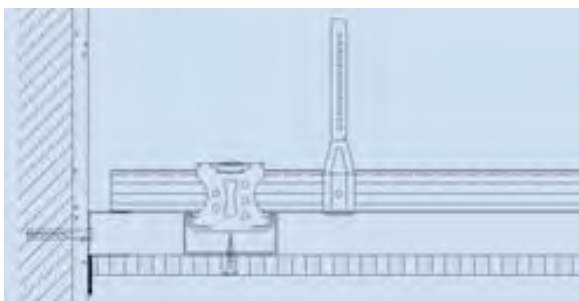
Any changes in the grid resulting from additional ceiling mounted items must be considered.

Construction specification		Perforated panel ceiling						
Panel thickness	mm	12.5						
Distributed load	kN/m <sup>2</sup>	≤ 0.15					≤ 0.30	
Centre distance of suspended bracket A	mm	1150	1050	1000	950	900	900	750
Centre distance of primary grid X	mm	600	800	900	1000	1100	600	1000
Centre distance of secondary grid Y								
Acoustic design panels 6/18; 8/18; 8/18Q; 10/23; 12/25; 12/25Q; 8/12/50; 8/15/20; 12/20/35	mm	333						
Acoustic design panels 15/30; 12/20/66	mm	330						
Acoustic slot panels 5/82/15.4	mm	250						



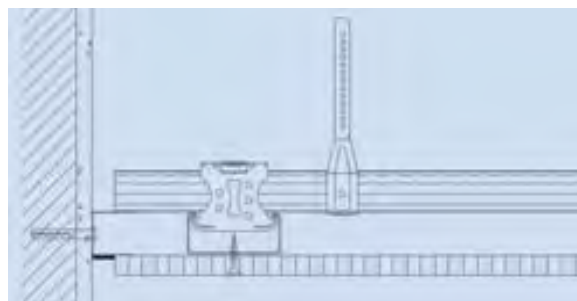
# Acoustic design ceilings

CD/CD Framework  
System structure



## Wall connection – rigid

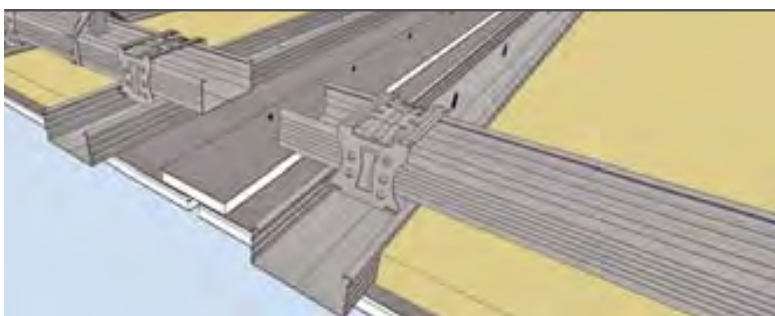
For rigid wall connections a double layer fleece strip is used to separate the acoustic ceiling from the wall.



## Wall connection – shadow gap

For wall connections with a shadow gap the panel is only installed up to the UD profile. A strip of double layer fleece can be fitted in the shadow gap to conceal the profile.

Please contact us if you require additional details or advice on possible wall connections.



## Expansion joints:

To reduce the risk of cracking expansion joints should be installed every 10 linear metres/100 m<sup>2</sup> of the ceiling area.

The framework must be completely separated (see diagram) and the additional board strips above the joint must only be fixed to one side.

Tip: These board strips can be covered with double layer fleece on the visible side to colour the expansion joint in either black or white.

Material required per m<sup>2</sup> based on a ceiling of 100 m<sup>2</sup> (10 m x 10 m, with no allowance for wastage)

Metal framework, suspended bracket centres 1000 mm, primary grid centres 900 mm, secondary grid centres 333 mm			
Article No.	Article description	Unit	Quantity
2016X000 50809000	<b>Fixtures</b> Safety nail, DN 6 x 35	piece	1.3
	<b>Suspended brackets</b> Direct suspended bracket 50/120/200	piece	1.3
	Tapping screw LN 3.5 x 9.5	piece	2.6
20128 / 20151 25501000 25XXX000	or Vernier hanger / Vernier base	piece	1.3
	Vernier safety bolt	piece	1.3
	Vernier top, 200-2400 mm	piece	1.3
100XX000 10230000 20159000 20135000 52130000	<b>Profiles and Connectors</b> CD profile 60/27/0.6 rK, L=XXX mm	m	4.1
	UD profile 28/27/0.6, 3000 mm	m	0.4
	Connector, straight, CD 60/27	piece	0.8
	Cross connector, CD 60/27	piece	3.3
	Perforated panel screw SN 3.5 x 30	piece	22

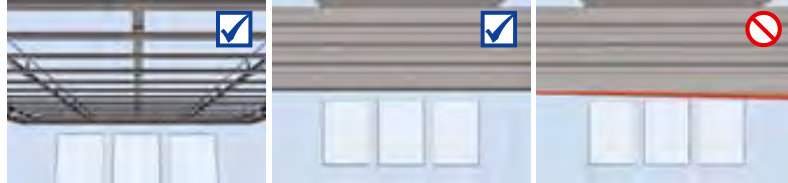
# Acoustic design ceilings

Installation guide 117

VoglFuge® / VoglJoint – Ceiling panel installation



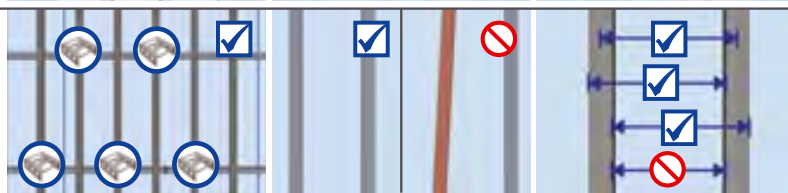
Check that the ceiling grid is rigid and level (using a straight edge)



Then check the centres of the ceiling grid CD sections and adjust as necessary

Always fit straight connectors offset (see figure)

Centre distances must be measured accurately



By viewing from the entrance to the area choose the panel arrangement with short edge parallel to the windows (main light source)



We recommend the following accessories for installation:  
Perforated panel screw including screw bit

## Correct handling of ceiling panels:

- Always take into account the building's loading capacity when storing ceiling panels
- Do not store ceiling panels upright. Always store flat on pallets
- Always carry ceiling panels with short edges upright
- Protect ceiling panels from damp, relative humidity 40 - 80%
- Avoid major temperature fluctuations
- Do not expose the stored ceiling panels to direct sunlight

Locate the centre of the room to position the first ceiling panel and take into account the resulting ceiling perimeter to wall connections

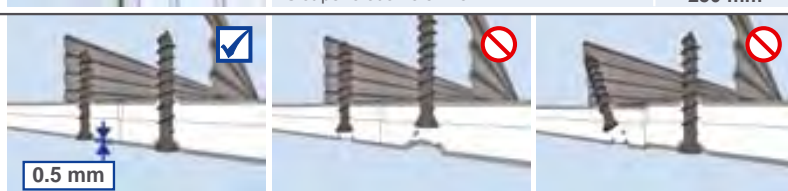


Locate the panel in the correct position on the grid using a panel lifter if you are installing the panels alone. Alternatively, position it with the help of another person



Perforation pattern	Centre distance
Straight round perforation 6/18, 8/18, 10/23, 12/25 Offset round perforation 8/12/50, Straight square perforation 8/18, 12/25 Random perforation 8/15/20, 12/20/35	333 mm
Straight round perforation 15/30 Offset round perforation 12/20/66	330 mm
Slot perforation 5/82/15.4	250 mm

Screw the panel into place ensuring that the screws are at right angles to the panel. The countersunk head must be screwed in up to 0.5 mm below the board's face



Screw centres should be a maximum 170 mm from apart. At board edges screws should be a maximum 26 mm from the board edge. Avoid damaging the designer acoustic panels with countersunk heads



Screw the ceiling panel to the grid in the centre of the panel first, then lower the panel lifter, then fix a screw in the middle of each of the short sides at the edge





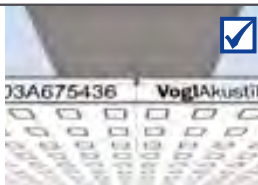
# Acoustic design ceilings

Installation guide 117

VoglFuge® / VoglJoint – Ceiling panel installation



Take note of panel labelling (stamp) and mount in the direction of reading (all stamps should point in the same direction)



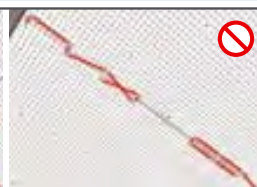
Use a CD profile or straight edge as an end stop. Position the next panel beside the first by sliding it along the CD profile or straight edge and fix in place



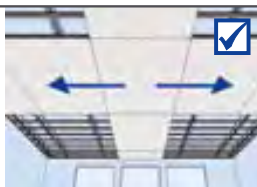
## General site conditions / manufacturer's instructions

- Take into account the building structures movement joints
- Plan to include expansion joints after every 10 m or every 100 m<sup>2</sup>
- Do not allow screw heads to go through the plasterboard. Screw heads should be slightly below the board surface
- The working temperature should be at least +10°C and the building site temperature should not be below +5°C
- Install insulation (mineral wool layers) directly on to the ceiling panels
- Carry out any additional work on the ceiling (inspection openings, light recesses etc.) immediately after installing the ceiling panels and always before forming joints

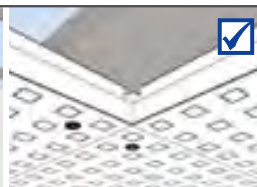
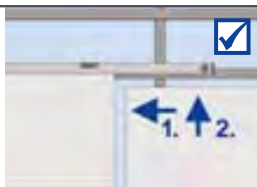
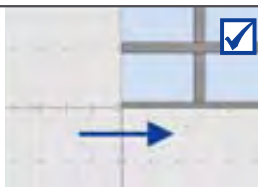
Fix the screws in the panel joint area using alternating pairs across the panels (the "zig-zag" principle), starting on the left or right next to the locating screw which has already been fixed. This will create flush joint areas



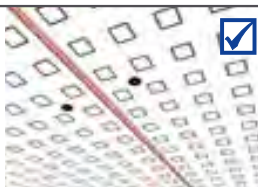
The ceiling panels are first installed lengthways, then crossways, resulting in a cross arrangement on the ceiling. The remaining areas are then boarded in the same manner, working from the centre of the room outwards



Lay the remaining ceiling panels edge-to-edge, always checking that the joints are level. Do not stagger the joints



After all the panels have been installed, recheck that all joints are level and adjust, if necessary, using a screwdriver. Then check with a straight edge



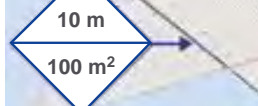
Insulation can be laid directly onto the ceiling panels in the void if required



Never screw into the UD28 profile when mounting panels at the ceiling perimeter, sliding wall connections are also always required



An expansion joint of 5-10 mm must be provided for every 10 running metres / 100 m<sup>2</sup>



The additional board strips above the joint must only be fixed on one side



# Acoustic design ceilings

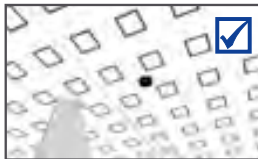
Installation guide 117

VoglFuge® / VoglJoint – Joint finishing



**Important!** All work that could result in damage to the ceiling surface must be completed before commencing jointing.

Check the ceiling. Level out any height discrepancies in the panel joint areas using a screwdriver, if necessary repair any chips or damage to the plasterboard. Then spot fill the screw heads in the joint areas



## VoglFuge® / VoglJoint system kit contents:

Vogl liquid glue, Vogl strip dispenser incl. 8 mm strip, sponge, mixing stick, roller grid, lambskin roller, sanding pad, sanding paper, Vogl screw head and repair filler, plastic filling knife, Vogl perforated panel screws incl. bit

Use a coarse sanding pad to remove any protruding pieces of plasterboard. Only sand in the direction of the joint



Slightly dampen the joint area using the sponge in the direction of the joint



Ensure the liquid glue is evenly distributed on the lambskin roller by rolling downwards over the roller grid supplied



Vogl liquid glue = Ready mix

Apply the liquid glue using the lambskin roller. The fine texture of the lambskin roller must be visible



## General site conditions/ manufacturer's instructions

- Only store liquid glue in a \*\* frost free environment \*\*
- Close liquid glue containers securely during long breaks in work
- Stir well before use
- The application temperature for the glue should be at least +10°C and the environment temperature not below +5°C
- Avoid fast heating and cooling of rooms
- Relative humidity: 40-80%
- The ceiling grid must be installed level and be adequately rigid
- Self-levelling, cement or asphalt screeds must be fully dried – no residual moisture
- Jointing strips must only be applied „end to end“ – i.e. not overlapping

Fix the strip, with the rubber side towards the board, in the middle of the joint which is already wet with liquid glue. Using your left thumb press on the strip until glue comes out from both sides of the strip, bringing your left thumb along the strip to meet your right thumb. Follow the same procedure for the next joint



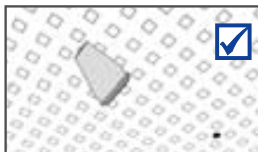
Now coat the joint area generously with liquid glue roll the lambskin roller over the joint, applying slight pressure. The texture of the lambskin roller must be clearly visible



System's drying time: 12 hrs



While the joints are drying use the time to fill the remaining screw heads in the field of the boards using screw head and repair filler



## Surface treatment for painters (in accordance with GTC paintwork DIN 18363)

- Only apply coating by roller, spray applications are not permitted!
- In general, a suitable primer should be applied prior to application of coloured paints in accordance with the relevant paint manufacturer's instructions
- Recommended manufacturer's drying times for both primers and finishing coats must be strictly adhered to
- Alkaline coatings are unsuitable for gypsum plasterboards
- 3 coats of paint must be applied (1 x primer + 2 x finishing coats)
- Always consult the relevant manufacturer's technical data sheets for primers and finishing coats

Once the joints have fully dried gently sand the texture left by the lambskin roller using the sanding paper. Only sand in the direction of the joint: **do not cross sand!**



# Acoustic design ceilings

VoglFuge® / VoglJoint system  
Advantages



## Ceilings without filler

Designer acoustic ceilings meet the highest demands on performance and aesthetics for interior design. Such ceiling systems serve as noise absorbers, allow ventilation and at the same time offer beautiful aesthetics in public areas. For this reason precision finishing is especially required. With conventional ceiling solutions, errors can go unseen

during installation but are immediately visible in the finished product and seriously affect the final appearance.

This is where the system Vogl Joint differs, a system which achieves designer acoustic ceilings quickly, economically and with the most reliability during installation for guaranteed results.



## Advantages of VoglFuge® / VoglJoint system

The unique joint technology offers maximum reliability for installation and finishes:

- Quick mounting of panels – “edge to edge”
- No more complex aligning of panels
- Quickest possible joint finishing with our unique VoglFuge® / VoglJoint strip
- Significant time saving due to quick installation and drying times
- Maximum crack resistance
- Less dust and moisture
- Everything required with the VoglFuge® / VoglJoint system kit including perforated panel screws SN 3.5 x 30 mm



The VoglFuge® / VoglJoint system kit contains all the necessary material, required tools and a detailed installation guide for maximum reliability on site and guaranteed results

The right tools at the right time in exactly the right place

# Acoustic design ceilings

VoglFuge® / VoglJoint system  
Tender specification



## Acoustic design panels (with air purification effect) – VoglFuge® / VoglJoint system

A suspended ceiling construction, clad with Vogl acoustic designer panels, with sound absorbing fleece on the reverse side, fixed to a rigid ceiling framework constructed using zinc plated metal profiles, suspended horizontally and correctly aligned using suspension brackets and installed using materials and fixings approved by the building authorities, designed in accordance with manufacturer's instructions, including all connection and joining work, connection and fixing materials.

### System Structure

#### Framework in accordance with DIN 18181:2007-02

##### Profiles:

Pressure-resistant design made from zinc-plated steel plate profiles CD 60/27 as primary and secondary profiles in accordance with EN 14195

##### Suspended brackets:

- Suspended brackets with vernier systems (top, vernier hanger),\*
- Suspended brackets with vernier systems (top, base),\*
- Suspended brackets with direct suspended brackets, \*
- Installed using fixing materials approved by the relevant building authorities.

##### Connection:

Primary-secondary profile connection using cross connectors\*, suspended brackets and cross connectors in accordance with EN 13964,

Suspended bracket centre distance: max. 900 mm,

Primary profile centre distance: max. 1100 mm,

Secondary profile centre distance: 250 / 330 / 333 mm\*

##### Boarding:

Vogl acoustic designer panels are perforated ceiling panels in accordance with EN 14190, with air purification effect, one layer 12.5 mm, laid edge to edge (butt jointed) and fixed to the framework using perforated panel screws SN 30, with screw centres max. 170 mm.

##### Perforation pattern / perforated area / mass:

- 6/18 round / 8.7 % / 9.1 kg/m²\*
- 8/18 round / 15.5 % / 8.5 kg/m²\*
- 10/23 round / 14.8 % / 8.6 kg/m²\*
- 12/25 round / 18.1 % / 8.2 kg/m²\*
- 15/30 round / 19.6 % / 8.0 kg/m²\*
- 8/12/50 round / 13.1 % / 8.7 kg/m²\*
- 8/15/20 round / 9.5 % / 9.1 kg/m²\*
- 12/20/35 round / 11.0 % / 8.9 kg/m²\*
- 12/20/66 round / 19.6 % / 8.0 kg/m²\*
- 8/18 square / 19.8 % / 8.0 kg/m²\*
- 12/25 square / 23.0 % / 7.7 kg/m²\*
- 5/82/15.4 SL / 21.5 % / 7.9 kg/m²\*

##### Distributed load:

- less than or equal to 0.15 kN/m²\*
- less than or equal to 0.30 kN/m²\*

##### Fleece:

Panels covered on reverse with sound absorbing fleece as:

- Acoustic fleece, black, \*
- Acoustic fleece, white, \*

##### Joint installation / filling:

Screw heads filled level using Vogl screw head and repair filler, all joint finishing carried out using the VoglJoint system in accordance with manufacturer's instructions.

##### Surface:

Suspension height: h = mm

Installation height: h = mm

Room height: h = mm

Insulation thickness: d = mm

Whole system: Vogl Deckensysteme or equivalent

\* Delete as applicable

Take advantage of our wide range of online support services including brochures, newsletters, detailed plans, invitations of tenders and installation guides available as PDF and with animation.



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- ☐ I would like to register for the free email newsletter. The newsletter can be cancelled at any time.

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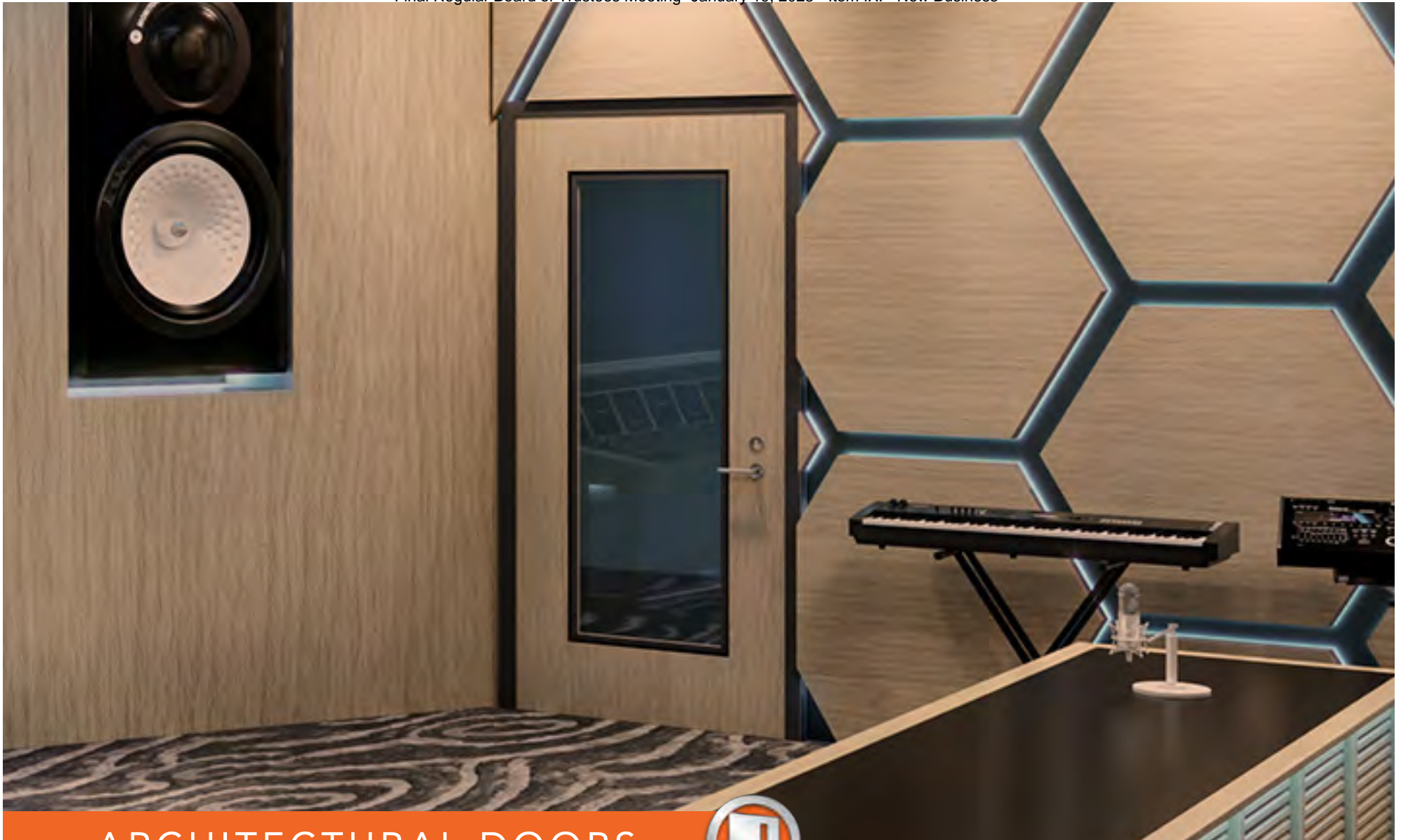
Fax +49 (0) 9104-825-250

info@vogl-deckensysteme.de

www.vogl-ceilingssystems.com

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ARCHITECTURAL DOORS



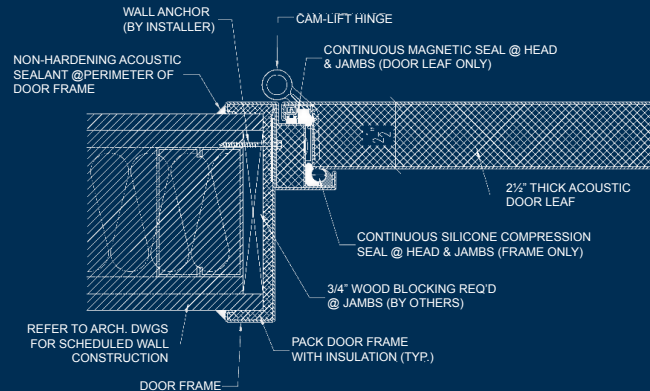
NOISE BARRIERS.

# QuietSwing®

## SINGLE-LEAF & DOUBLE-LEAF PATENT-PENDING DESIGN

- Studios
- Performance Halls
- Classrooms
- Music Practice Rooms
- Jury Rooms
- Hospitals
- Assisted Living Facilities
- Conference Rooms
- Secure Areas
- Auditoriums
- Audiometric Rooms
- Sensitive Compartmented Information Facilities (SCIFs)

The Compression Seal is a custom designed seal for use on the frame in conjunction with a magnetic seal on the door leaf.

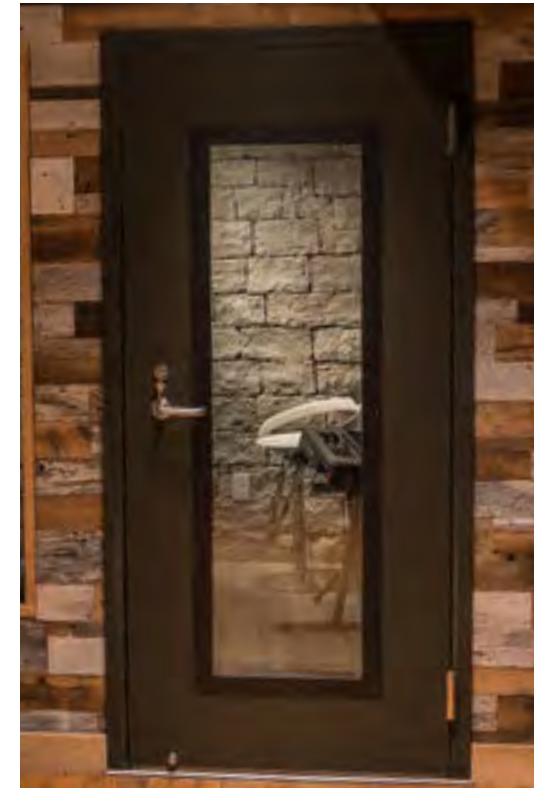


## FEATURES

- Reduces required force to disengage seals
- Guaranteed acoustic performance
- All hardware, seals, and cam-lift hinges are factory supplied and installed
- Split-frame assembly allows installation into existing openings
- All doors with vision panels are delivered factory glazed
- All doors are tested at Riverbank Acoustical Laboratories or USG Testing Services Lab, both are independent NVLAP approved door testing facilities

## OPTIONAL FEATURES

- Fire Rated
- Impact Resistant



## STANDARD SERIES

The QuietSwing door is completely factory assembled including the installation of both sets of magnetic seals, all hardware, and even glazing if required. The result is a door that leaves the factory truly ready to install.



# QuietSwing®

All our door and frame components are swing tested as a complete assembly prior to shipment.

## WOOD VENEER DOORS

### SINGLE-LEAF & DOUBLE-LEAF DESIGN

- Studios
- Performance Halls
- Classrooms
- Jury Rooms
- Mechanical Equipment Rooms
- Control Rooms
- Conference Rooms
- Secure Areas
- Auditoriums
- Quiet Rooms
- Physicians' Offices
- Sensitive Compartmented Information Facilities (SCIFs)





Superior Craftsmanship



Large Variety of Color Options

\*All other models available with a Cam Lift Hinge

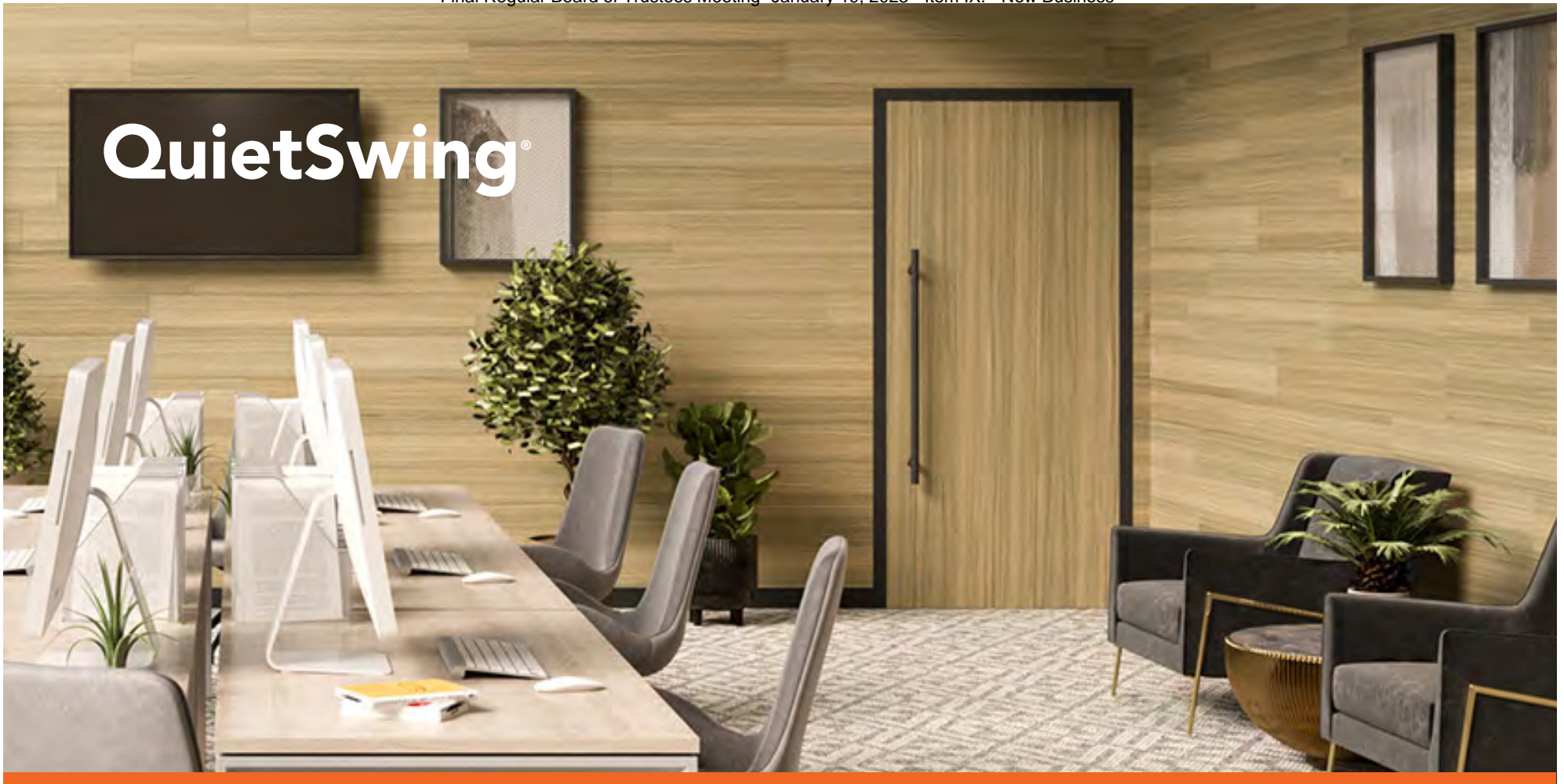
## FEATURES

- Guaranteed acoustic performance
- All doors are tested at Riverbank Acoustical Laboratories or USG Testing Services Lab
- All hardware, seals, and hinges are factory installed
- Door includes custom cam-lift hinge design, eliminating the need for a threshold in most applications
- Adjustable mortised bottom seal allows the door to adapt to site floor conditions
- Double magnetic seals at head and jambs
- Split-frame assembly allows installation into existing openings
- All doors with vision panels are factory glazed prior to shipment
- Designed to work with standard building hardware, factory installed if desired
- Ease of operation conforms to ADA
- Available in single-leaf, double-leaf, and bi-fold designs

## OPTIONS

- Our metal sound control doors are available with wood veneer applied to the face of the door
- Wood veneered doors must be stored in a temperature- (60°-90° F) and humidity-controlled (50% max.) clean, dry area
- If doors are purchased unsealed, they must be sealed as soon as possible on the job site (no more than 2 days)
- Only polyurethane, acrylic urethanes, or lacquer finishes are acceptable as they will not degrade the adhesive used to bond the veneer to the door face
- Standard wood species of veneer include: Anigre, Ash, Beech, Birch, Cedar, Cherry, Mahogany, Maple, Red Oak, White Oak, Pine, and Spruce (others available for special pricing)
- Standard veneer does not include Rotary Cut or Book Matching, but are offered at an additional cost





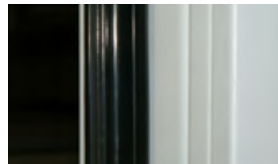
## ALEXIS™ SERIES



3-Axis Adjustable  
Concealed Hinge



Low Visual Distortion  
Lite System



Proprietary Silicone  
Polymer Compression Seal

CHECK OUT OUR ALEXIS  
DOOR VIDEO HERE!

✓ Patent Pending

## SINGLE-LEAF & DOUBLE-LEAF PATENT-PENDING DESIGN

- Studios
- Performance Halls
- Classrooms
- Jury Rooms
- Mechanical Equipment Rooms
- Control Rooms
- Conference Rooms
- Secure Areas
- Auditoriums
- Quiet Rooms
- Sensitive Compartmented Information Facilities (SCIFs)

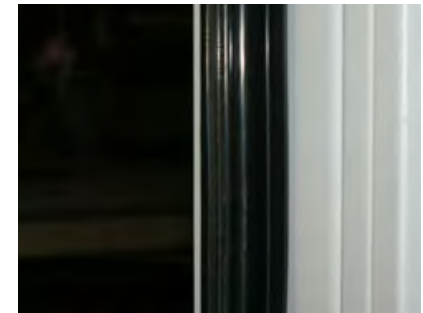
Available In  
**WOOD  
VENEER**



SHIPS IN ONE  
PIECE FOR EASY  
INSTALLATION

## EZ OPEN™ SERIES

EZ Open doors are compatible with Noise Barriers QuietSwing STC 45, 49, 50, and 51 Doors!



Proprietary Silicone Polymer Compression Seal (compatible with 2-1/2" and 3-1/2" door thicknesses)



Seal System reduces the push/pull force to less than 3lbs





## QUIETFOLD BI-PARTING DOOR SERIES



QuietSwing Double  
Seal



Typical Hardware Can  
Be Used



Mounts to Door Jamb  
Only

**QuietSwing®**



SEE OUR BI-PARTING  
DOORS IN ACTION

## APPLICATIONS

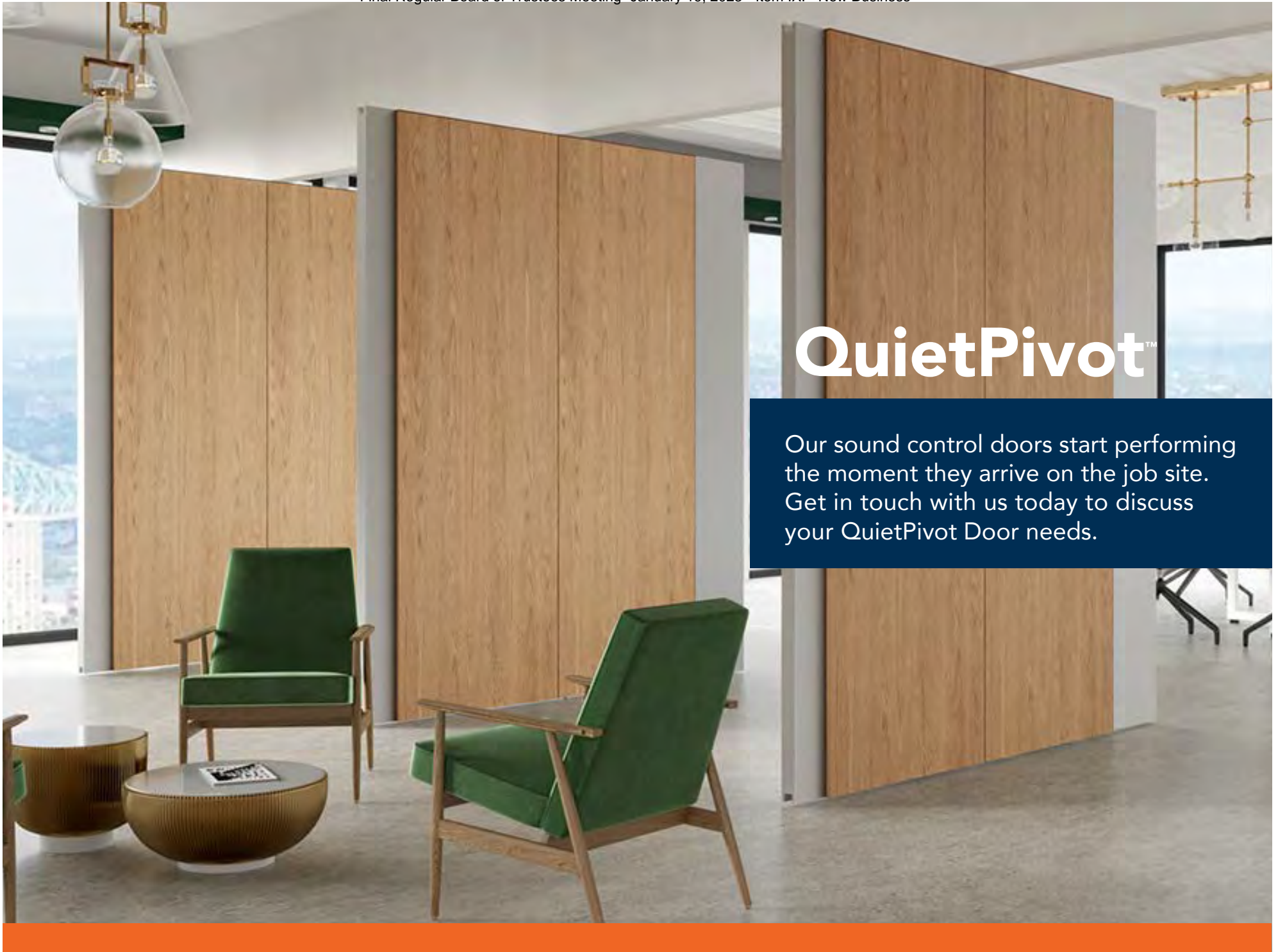
- Theatre Back-of-Stage
- Studio Partitions
- Studio Equipment Doors
- Production Space
- Churches
- Test Facilities
- Schools
- Power Generation Facilities

## FEATURES

- 4- or 6-hinge leaves
- All doors are tested at Riverbank Acoustical Laboratories or USG Testing Services Lab
- Both sides can be fully opened with minimal floor space being occupied
- Any combination of opening just one, two, or all leaves for flexibility of operation
- All swing with the ease of our standard QuietSwing doors
- Design based on the long-standing success of our double seal QuietSwing doors
- Typical hardware can be used
- Powder-coat or veneer finishes

Available In  
**WOOD  
VENEER**





# QuietPivot™

Our sound control doors start performing the moment they arrive on the job site. Get in touch with us today to discuss your QuietPivot Door needs.

## APPLICATIONS

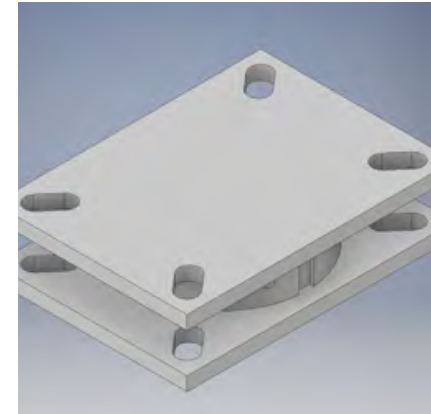
- Theaters
- Performing Arts Centers
- Auditoriums
- TV and Music Productions Studios
- Concert Halls
- Museums
- Convention Centers
- Schools
- Edit Suites
- Modular Recording Studios and Voice-Over Rooms

## FEATURES

- Center pivot, low friction, door panel movement
- Endless positions for doors "open positions"
- One or all door panels can be operational as desired
- Double magnetic seal system at head and jambs
- Mortised bottom seals
- Split frame design for jambs and header
- Typically fixed handle system can be utilized
- Millwork and veneering are available
- Ease of operation conforms to ADA

SEE OUR PIVOT DOORS  
IN ACTION

## PIVOT DOOR SERIES



Smooth Rotating Pivot Block



Double Magnetic Seals  
at Head and Jambs

## Acoustical Performance Data Sound Transmission Loss Data, dB

1/3 Octave Band Center Frequency, Hz	125	250	500	1K	2K	4K	STC
ALX-51, 1 <sup>3/4</sup> " Thick	27	45	48	53	53	55	51
QS-45, 2 <sup>1/2</sup> " Thick - 11.2 PSF	29	33	41	48	48	50	45
QS-46, 2 <sup>1/2</sup> " Thick - 8.6 PSF	36	41	45	51	50	52	46
QS-50, 2 <sup>1/2</sup> " Thick - 10.1 PSF	37	42	50	49	51	55	50
QS-51, 2 <sup>1/2</sup> " Thick - 10.1 PSF	40	44	48	52	52	55	51
QS-52, 2 <sup>1/2</sup> " Thick - 10.5 PSF	40	44	50	53	54	56	52
QS-54, 3 <sup>1/2</sup> " Thick - 18.3 PSF	37	47	52	54	55	60	54
QS-56, 3 <sup>1/2</sup> " Thick - 20.9 PSF	38	46	55	55	60	63	56
1/3 Octave Band Center Frequency, Hz	125	250	500	1K	2K	4K	STC
QS-61, 3 <sup>1/2</sup> " Thick - 19.3 PSF	42	53	59	63	66	71	62
QS-64, 5" Thick - 19.7 PSF	51	59	70	70	71	73	70

These are an NIC 62 and 70. Field testing results may vary due to Room Size, Configuration, and Room Acoustics.

## QuietPivot Acoustical Performance Data

1/3 Octave Band Center Frequency, Hz	100	125	160	200	250	315	400	500	630	800	1K	1.25K	1.6K	2K	2.5K	3.15K	4K	5K	STC
QS-45	32	31	32	33	34	36	40	42	45	47	48	48	49	50	50	47	47	48	45

All tests performed by an independent NVLAP accredited acoustical testing facility. The test method conforms with ASTM Designations E90-02 and E413-87.



NOISE BARRIERS







ARCHITECTURAL WINDOWS





# QuietLite®

CHECK OUT OUR VIDEO HERE



## APPLICATIONS

- Radio/TV Studios
- Control Rooms
- Schools
- Recording Studios
- Engine Test Cells
- Mechanical Rooms
- Machinery Enclosures
- Factory Offices

## FEATURES

- Ideal for new construction or retrofit applications
- Easy and fast to install
- All window units are factory glazed
- 12 gauge steel frame with 16 gauge stops
- Fixed Frame "HM" or "U" frame designs
- "Split frame" HM design available
- Glazing does not need to be removed to install window units

## MODEL "HM" WINDOWS

- Hollow metal design
- Fixed frame or split frame
- STC rating from 48 to 64 (higher for triple-glazed)
- Glazing from 1/4" to 1 – 3/16" thick
- Vertical or sloped glass design
- Custom sizes available

## MODEL "HM -SF (SPLIT FRAME) WINDOWS

- Heavy gauge steel frames
- STC rating 48 to 64
- Two-piece frames for maximum isolation
- Complete kit, field assembled
- Double glazed, vertical or sloped
- Custom sizes available

## MODEL "U" WINDOWS

- "U" frame design can fit any wall thickness
- STC ratings from 43 to 64
- Aluminum or rubber glazing channels
- Suitable for use with modular panel systems or standard construction
- Custom sizes available

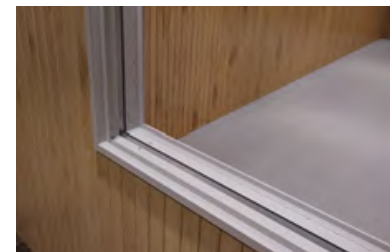
## SPLIT-FRAME WINDOWS



Factory Glazed



Split Frame Design



12 Gauge Steel Frame





**QuietSlide®**  
SOUND CONTROL WINDOWS

## APPLICATIONS

- Radio/TV/Audio Recording Studios
- Stage and Rehearsal Areas
- Convention Halls
- Auditoriums
- Music Practice Rooms
- Concert Halls
- Home Theaters
- Conference Rooms
- Offices and Executive Suites
- Doctors' Offices—HIPAA Compliance
- Psychiatrist/Psychologist Offices
- Schools

## FEATURES

- Certified Acoustic Performance
- All systems are tested at Riverbank Acoustical Laboratories, an independent testing facility
- Unit ships fully assembled and ready to be installed
- Factory glazed
- Heavy aluminum frames, tracks and hardware
- Available in a variety of configurations including bi-parting, single sliding and double sliding
- ADA compliant models
- Available with anodized, powder-coated with color options, or wood grained finishes
- Can be used as an operable window

## Acoustical Performance Data

1/3 Octave Band Center Frequency, Hz	100	125	160	200	250	315	400	500	630	800	1K	1.25K	1.6K	2K	2.5K	3.15K	4K	5K	STC
<b>QS-GD-30</b>	16	21	21	21	21	25	24	29	31	32	30	29	30	32	30	31	33	36	<b>30</b>
<b>QS-GD-35</b>	23	24	24	24	27	31	31	34	36	35	32	32	34	36	36	39	39	42	<b>35</b>
<b>QS-GD-46</b>	26	29	34	33	33	39	39	45	48	51	48	47	49	51	48	51	53	55	<b>46</b>
<b>QS-GD-53</b>	31	38	41	39	41	48	49	52	55	55	54	53	56	57	56	59	64	67	<b>53</b>

All tests performed by Riverbank Acoustical Laboratories, an independent NVLAP accredited acousical testing facility. The test method conforms with ASTM Designations E90-09 and E413-87

## Acoustical Performance Data Sound Transmission Loss Data, dB

1/3 Octave Band Center Frequency, Hz	100	125	160	200	250	315	400	500	630	800	1K	1.25K	1.6K	2K	2.5K	3.15K	4K	5K	STC
U-4-43	25	27	28	32	36	36	39	40	43	45	50	52	49	41	41	46	52	55	<b>43</b>
U-11-51	37	36	37	36	40	42	46	47	51	55	57	59	57	54	57	58	59	59	<b>51</b>
UF-6-54	37	36	39	40	46	47	48	50	53	55	57	57	58	59	60	61	63	65	<b>54</b>
UF-10-62	36	41	43	49	53	55	56	59	64	64	66	67	68	68	70	73	75	76	<b>62</b>
UF-10-64	42	43	43	50	55	58	59	62	66	67	70	70	70	70	73	78	81	80	<b>64</b>
HM-BRG-8-48	40	37	36	40	44	44	46	47	49	50	45	44	46	52	55	54	53	56	<b>48</b>
HM-4-49	35	35	31	32	40	40	44	45	50	53	54	55	56	58	59	60	61	62	<b>49</b>
HM-6-53	38	38	35	39	43	45	48	49	52	54	56	57	58	59	60	61	62	64	<b>53</b>
HM-11-53	39	34	40	39	43	46	51	52	53	55	54	54	57	60	64	66	67	67	<b>53</b>
HM-11-54	38	38	38	42	45	47	49	49	53	55	55	57	58	59	57	58	59	59	<b>54</b>
HM-10-62	36	41	43	49	53	55	56	59	64	64	66	67	68	68	70	73	75	76	<b>62</b>
HM-10-64	42	43	43	50	55	58	59	62	66	67	70	70	70	70	73	78	81	80	<b>64</b>
SF-11-57	-	42	43	48	48	52	54	55	56	54	53	57	58	59	59	61	62	-	<b>57</b>

Note: STC will increase with thicker glazing and greater air gap between glazing units. Consult the factory.  
All tests performed by an independent NVLAP accredited acoustical testing facility. The test method conforms with ASTM Designations E90-09 and E413-87



NOISE BARRIERS



# WEST LAS VEGAS LIBRARY

12.02.22

W LAS VEGAS LIBRARY | SD VISIONING SYNOPSIS



MOODY•NOLAN

Las Vegas-Clark County

**LIBRARY  
DISTRICT**

[LVCCLD.org](http://LVCCLD.org)





## INDEX

- 01 PROJECT OVERVIEW
- 02 INTERIOR VISIONING
- 03 EXPERIENTIAL VISIONING
- 04 FINDINGS
- 05 INTERIOR FINISH PLANS
- 06 NARRATIVE
- 07 NEXT STEPS

# 01 PROJECT OVERVIEW

MARZETTE LEWIS | 1940 - 2022  
Educational Rights Activist

W LAS VEGAS LIBRARY | SD VISIONING SYNOPSIS | 3



## 01 | PROJECT OVERVIEW

With it's new home across from Legacy Park, the West Las Vegas Library is and has been a staple of the Westside community since its opening. The new library will be a living monument to community that celebrates past, present and future, while connecting Black Las Vegas to the larger Black world, a world ripe with possibilities.



# 02 INTERIOR VISIONING

INTERIOR SPACE STUDY

SARANN KNIGHT-PREDDY | 1920-2014  
Gaming Pioneer, Business Leader

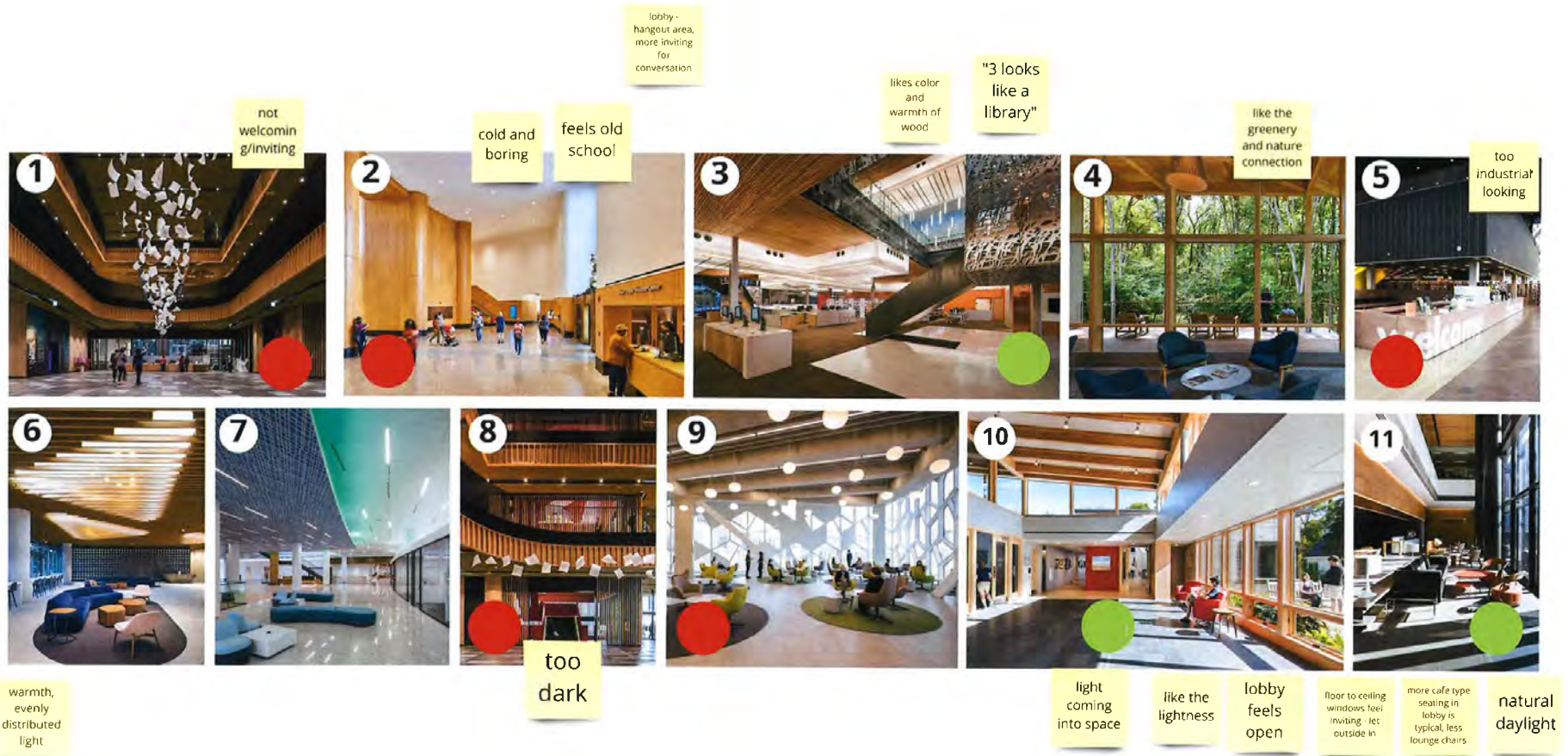


W LAS VEGAS LIBRARY | SD VISIONING SYNOPSIS | 5



## 02 | INTERIOR VISIONING

### LOBBY / GRAND PORCH DOT EXERCISE



## 02 | INTERIOR VISIONING

### LOBBY / GRAND PORCH DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. likes color and warmth of wood
2. looks like a library
3. Natural daylight
4. Large windows connect to outside
5. Likes the lightness of the space
6. Lobby should incorporate café style seating
7. Hangout, gathering area, inviting for conversation
8. Feels open



#### NEGATIVE FEEDBACK:

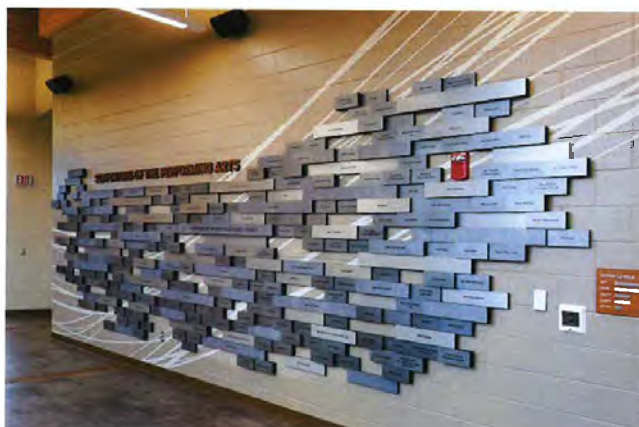
1. Not interested in dark space or materials
2. Want the space to feel updated rather than old school,
3. Do not want lobby to feel cold and boring
4. Not too industrial

KEY POINTS



## 02 | INTERIOR VISIONING

### LOBBY / GRAND PORCH OWNER IMAGES



#### RECOMMENDATIONS:

Incorporate and activate a donor wall near the welcome desk.

Use the donor wall as an opportunity to engage users and make the lobby intriguing to view or experience.

KEY POINTS

## 02 | INTERIOR VISIONING

### INNOVATION LAB DOT EXERCISE

want the  
industrial  
look

big box  
retail  
feel



like the mix  
of wood  
tones and  
industrial

brings  
outdoors  
in



feels light and  
bright, open,  
moveable  
work tables



like the  
hanging  
cord reels

like the  
moveable  
walls -  
flexibility



prefer ceiling  
style over 1&4  
- if industrial  
style



pictured  
furniture ideal  
for event  
space/sports

like for  
gaming  
area



## 02 | INTERIOR VISIONING

### INNOVATION LAB DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Likes medium wood tones in unison with industrial style
2. Wants to bring the outdoors in
3. Likes hanging cord reels
4. Movable walls; provides flexibility
5. Like coffered ceiling for industrial style
6. Feels bright, light and open
7. Like mobile work tables



#### NEGATIVE FEEDBACK:

1. Not interested in the "big box retail store" feel
2. Multimedia is a separate space from innovation lab

 - KEY POINTS

## 02 | INTERIOR VISIONING

### INNOVATION LAB OWNER IMAGES



#### RECOMMENDATIONS:

Incorporate flexible makerspace furniture and moveable walls.

In this space, children will create.

Incorporate hanging cord reels to create a subtle industrial feel while keeping the space open and filled with light.

Incorporate outdoor views.

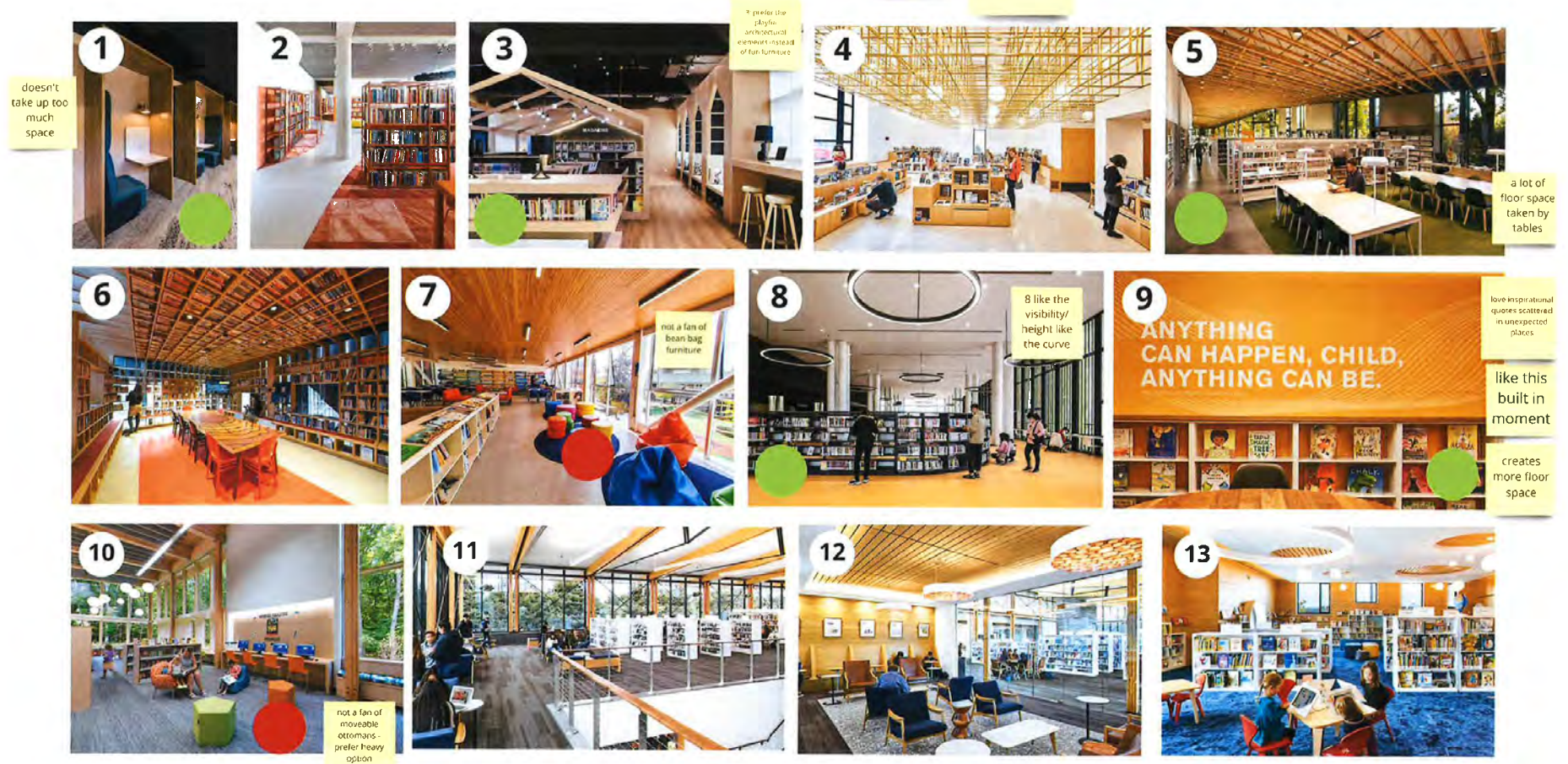


KEY POINTS



## 02 | INTERIOR VISIONING

### COLLECTIONS / READING AREAS DOT EXERCISE



## 02 | INTERIOR VISIONING

### COLLECTIONS / READING AREAS DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Like built-in nooks that use minimal floor space
2. Prefer playful architectural elements over "fun furniture" (ottomans, poofs, etc.)
3. Bookshelf height should allow visibility
4. Shelving inset into walls allow for more floor area
5. Like inspirational quotes in unexpected places
6. 66"H max height shelving standard. Special collections might be taller or along walls
7. Planning for more seating areas than shelving



#### NEGATIVE FEEDBACK:

1. Tables occupy a lot of floor area
2. No bean bags
3. No moveable ottomans; prefer heavier /stationary ottomans

 - KEY POINTS



## 02 | INTERIOR VISIONING

### COLLECTIONS / READING AREAS OWNER IMAGES



#### RECOMMENDATIONS

Incorporate **makerspace furniture** with a work surface and storage attached for children.

Use the furniture to suggest the **playfulness** that serpentine bookshelves harbor. Note that it is not necessary to furnish with literal serpentine bookshelves.

Create a **smooth transition** between any **childrens areas** and adjacencies to avoid abruptness.

Consider designing the childrens area to appear as a **focal point** toward the back of the **collections area**.

Incorporate general **furniture** that supports **collaboration**.

Consider the **end panels of collection shelving** as opportunities for **wayfinding** and **book display**. A tablet/computer may be a good solution.

KEY POINTS



## 02 | INTERIOR VISIONING

### COURTYARD INTERIOR / EXTERIOR DOT EXERCISE



building shade  
into the  
building and  
courtyard is  
important

like the  
lighting

more  
open/usable  
space

7: materials  
convey a  
continuous  
space

books/spaces  
are off base to  
define different  
spaces with  
materials

consider  
materiality and  
ease to move  
book carts, avoid  
think transom  
transitions

courtyard will have a walk way  
leading to lobby

connection to event center and  
innovation lab - different look  
outside spaces connected by  
central path

courtyard used as prefunction  
space for event center

want sensory  
area in  
courtyard  
outside of  
story time

## 02 | INTERIOR VISIONING

### COURTYARD INTERIOR / EXTERIOR DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Materials/doors that convey a continuous space like nano walls
2. Outdoor lighting that can be controlled and maybe tailored to different events/seasons during the year
3. Majority open/useable space
4. Incorporate shade without sacrificing square footage (currently uses tents for events)
5. Define different areas within courtyard with different materials/elements (glass, concrete, wall, etc.)
6. Main path leading to lobby, connected to event center and innovation lab
7. Incorporate a sensory area outside of storytime
8. Consider materiality and avoid bulky door transitions for rolling carts

■ - KEY POINTS



## 02 | INTERIOR VISIONING

### COURTYARD INTERIOR/EXTERIOR OWNER IMAGES



#### RECOMMENDATIONS:

Incorporate and activate a capital naming mechanism that the WLV community can interact with.

Consider the brick pavers the path to the entry of the library.

Use the capital naming mechanism as an opportunity to engage users and make the courtyard very intriguing to view or experience.

KEY POINTS

## 02 | INTERIOR VISIONING

### STORY TIME DOT EXERCISE

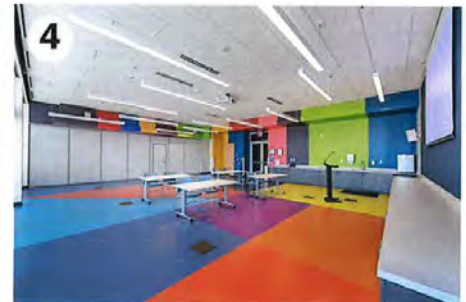
want the library to be colorful, bold

incorporate vinyl design on glazing to block visual connection to rest of library

prefer colorful, no distractions/ create an ambiance

like the colors in floor

like operable wall



light feature>



wall opens to ext. courtyard





## 02 | INTERIOR VISIONING

### STORY TIME DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Like operable wall
2. Create courtyard connection with operable wall
3. Colorful space, should have its own ambiance
4. Area should be unique to the rest of the library
5. Likes a colorful floor pattern
6. Will have a media wall
7. Wants interesting lighting feature or fixtures
8. Interior glazing with frosting/etching/vinyl design to avoid distractions
9. Prefer perimeter bench seating and storage for any built-ins



#### NEGATIVE FEEDBACK:

1. Room is more of a flex space/ learning lab/classroom/ "imaginarium"
2. Needs to be as flexible and spacious as possible
3. Tiered built-in seating is not needed
4. Should not feel like an auditorium
5. Interior glazing into library causes distractions

■ - KEY POINTS

## 02 | INTERIOR VISIONING

### STORY TIME OWNER IMAGES



#### RECOMMENDATIONS:

Children's areas should display whimsicality, playfulness and bright color; these spaces should scream, "kios."

Explore a playful floor pattern and a courtyard connection.

Incorporate a media wall, interesting light feature, and etched glazing.

Include perimeter bench seating with storage for guardians.

KEY POINTS



## 02 | INTERIOR VISIONING

### TEEN ZONE DOT EXERCISE

gaming and  
study takes  
place  
simultaneously

prefer  
adjacent  
collections -  
not needed in  
room



## 02 | INTERIOR VISIONING

### TEEN ZONE DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Like the living room feel
2. Prefer adjacent collections - not inside room
3. Gaming and studying happen simultaneously in this space
4. Like bench seating for gaming
5. Want area to feel mature enough for a young adult. Not too mature/business-like though



#### NEGATIVE FEEDBACK:

1. Not interested in Hexagonal wall seating for teens but may work for children
2. Avoid IKEA warehouse feel and IKEA type furniture
3. Do not want space to feel like a fishbowl - offer a sense of privacy

 - KEY POINTS



## 02 | INTERIOR VISIONING

### TEEN ZONE OWNER IMAGES



#### RECOMMENDATIONS:

Teen areas should be mature enough for young adults, but should not mimic business center areas.



KEY POINTS

## 02 | INTERIOR VISIONING

### EVENT CENTER & PREFUNCTION DOT EXERCISE

providing wall  
protection 4"  
up/acoustic  
design  
element above

emphasis on  
appropriate  
acoustics

connection  
to ext  
courtyard

incorporate  
theatrical  
lighting in  
design

acoustics  
very  
important



hard floor -  
LVT or Nora  
flooring in a  
nice pattern



like for  
gaming  
area

pictured  
furniture ideal  
for event  
space/sports

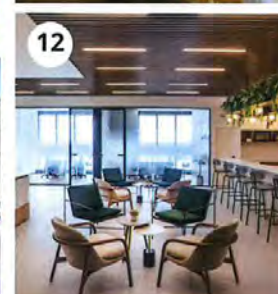


visible  
theatrical  
lighting - tied  
into overall  
look



a combo of  
functional  
and "not  
sterile"

elevated  
look - wall  
finishes &  
ceiling



more flair and  
drama as a  
nod to former  
theater



## 02 | INTERIOR VISIONING

### EVENT CENTER & PREFUNCTION DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Acoustics are highly important here
2. Include 4' tall wall protection and acoustical elements above
3. Incorporate stage lighting into design; this space is replacing the theater in the old library
4. Typical hard flooring with pattern
5. Space should be a combination of functional and non-sterile
6. Connection to courtyard
7. Explore the idea of mood-set lighting



#### NEGATIVE FEEDBACK:

1. Theatrical lighting has always been difficult to achieve in the old space; would really like to achieve this in the new library
2. In the old Library, this area is a multipurpose space, aiming to elevate space to an event center in next space

■ - KEY POINTS



## 02 | INTERIOR VISIONING

### EVENT CENTER & PREFUNCTION OWNER IMAGES



#### RECOMMENDATIONS:

Plan for a portable stage without posts.

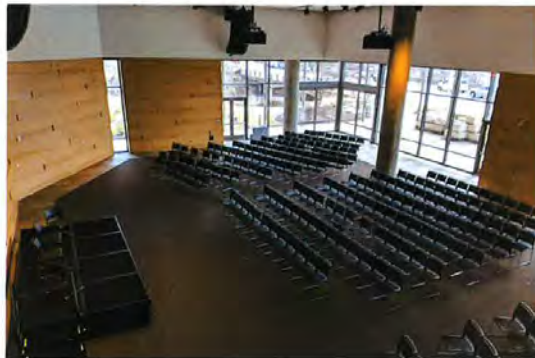
Incorporate theatrical lighting and acoustical technology.

The event center space sometimes transitions to a ballroom space where food and drink are served; avoid carpet and explore hard/rubber flooring.

Explore patterned flooring to further activate the space.

Use a dark color palette to contribute to theatricality.

Consider materials with adequate acoustical properties to support function of space.



KEY POINTS

## 02 | INTERIOR VISIONING

### BUSINESS CENTER DOT EXERCISE

will need to be  
adjacent to  
copier/printer  
and storage



nice look  
outside of  
offices - like  
the color feet



nice look  
outside  
of offices



offices will  
have  
similar furn

transparency



6&10 furniture  
appropriate  
for large study  
room



## 02 | INTERIOR VISIONING

### BUSINESS CENTER DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Like transparency from outside to in, through business center
2. Touchdown/huddle areas work well outside of offices
3. Like the use of earth tones
4. Adjacency to copier, printer and storage
5. Office furniture may resemble task chair, worksurface, and 2 guest chairs
6. Small conference table and task chairs are appropriate for study rooms



 - KEY POINTS

## 02 | INTERIOR VISIONING

### BUSINESS CENTER OWNER IMAGES



#### RECOMMENDATIONS:

Interested in a collaborative space

Explore an isolation/phone booth for privacy and booth seating.

Include print station with adequate storage (potentially upper and lower cabinetry).

Incorporate shelving for research/resource materials.

MN to obtain specifications for printer types needed.



KEY POINTS



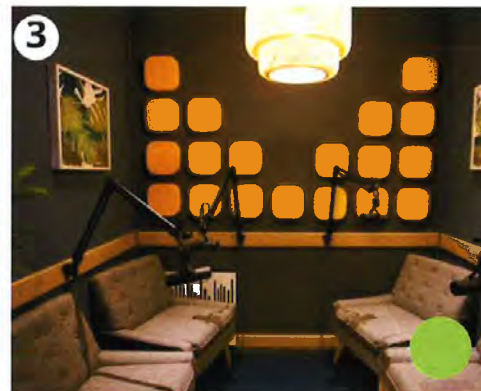
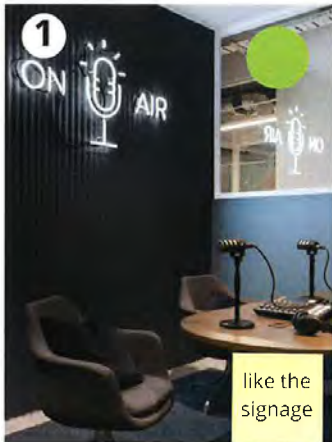
## 02 | INTERIOR VISIONING

### PODCAST & RECORDING ROOM DOT EXERCISE

recording studio with adjacent whisper room

want separation between DJ room and whisper room

editing can be in separate room



## 02 | INTERIOR VISIONING

### PODCAST & RECORDING ROOM DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Incorporate signage communicating space function
2. Must have separation between DJ and whisper room
3. Recording studio should be adjacent and connected to whisper room
4. This space is to include: DJ room, whisper room, recording studio, podcast studio

 - KEY POINTS



## 02 | INTERIOR VISIONING

### PODCAST & RECORDING ROOM OWNER IMAGES



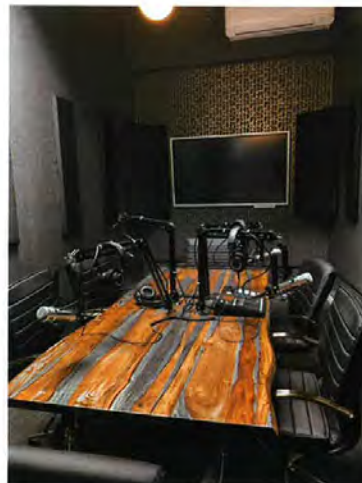
#### RECOMMENDATIONS:

The Media Center will incorporate 2 different types of podcast rooms:

- Formal podcast setting (small meeting table)
- Informal podcast setting (lounge chairs)

include signage specific to the space function.

Include appropriate acoustical elements/finishes.



KEY POINTS



## 02 | INTERIOR VISIONING

### AV / MOVIE ROOM DOT EXERCISE



## 02 | INTERIOR VISIONING

### AV / MOVIE ROOM DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Not opposed to the whole room being filmable/green screen
2. This is a space for creating/filming
3. Prefer a long, narrow room with green screen for wide and short shots
4. Include ample storage for movie room



#### NEGATIVE FEEDBACK:

1. No need to include TV on the wall
2. The room designations are close to what the client wants but we all need to revisit the exact functions of these rooms and their relations/ adjacencies to each other

KEY POINTS

## 02 | INTERIOR VISIONING

AV / MOVIE ROOM LAB OWNER IMAGES



RECOMMENDATIONS:

Incorporate open ceiling with truss.

Explore making whole room green screen and filmable.



KEY POINTS



## 02 | INTERIOR VISIONING

EDITING / STAFF DOT EXERCISE

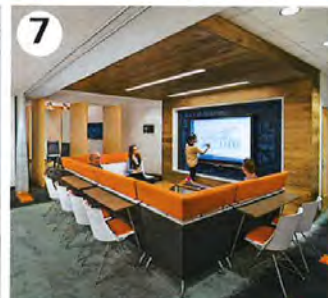
space with  
computers  
set up for  
editing

enclosed  
room to  
minimize  
distractions



A  
teaching  
space

like look and  
feel -include  
digital  
display



## 02 | INTERIOR VISIONING

### EDITING / STAFF DOT EXERCISE SYNOPSIS



#### POSITIVE FEEDBACK:

1. Space for 4-6 computers for editing
2. Enclosed space to minimize distractions
3. Consider this a teaching space
4. Include a digital display

 - KEY POINTS

## 02 | INTERIOR VISIONING

### BRANDING OWNER IMAGES



#### RECOMMENDATIONS

Explore **neon signage** in any areas of the library we think it may fit.

It should **not** be incorporated in a **permanent** way.

(Example: do not build into woodwork, etc.)

 KEY POINTS



## 02 | INTERIOR VISIONING

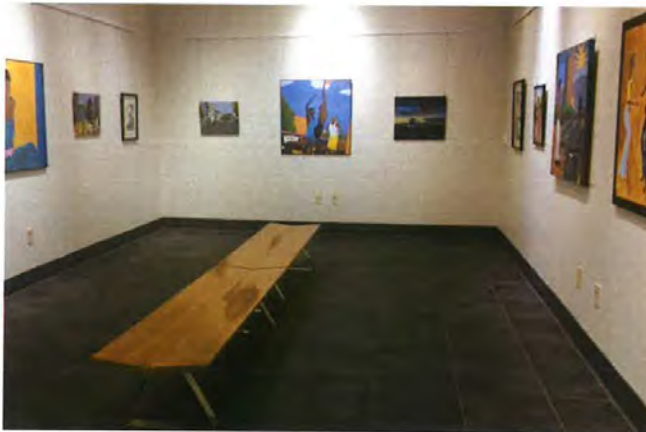
### GALLERY OWNER IMAGES



#### RECOMMENDATIONS:

Flexible, hanging art rail

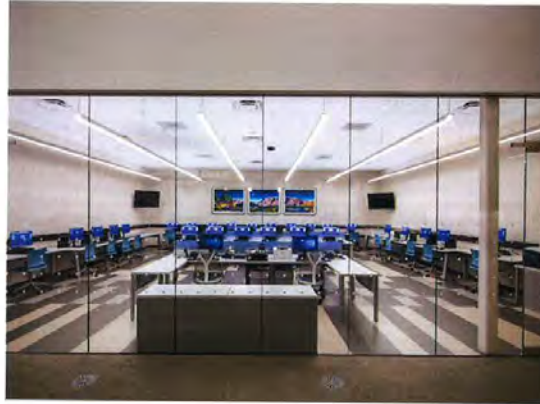
Adequate gallery lighting



KEY POINTS

## 02 | INTERIOR VISIONING

### COMPUTER LAB OWNER IMAGES



#### RECOMMENDATIONS:

Incorporate an interesting floor pattern, artwork and large scale wall monitors.

Very functional space.

KEY POINTS

## 02 | INTERIOR VISIONING

### ADULT LEARNING CLASSROOM OWNER IMAGES



#### RECOMMENDATIONS:

Incorporate 25 seats and a teachers area.

Incorporate a smartboard with a projector.

Incorporate whiteboard/writable glass surface.

The furniture should mimic a classroom and be flexible/modular enough to be shaped into a different set ups.

■ - KEY POINTS

# 02 | INTERIOR VISIONING

## VISUAL LISTENING FINDINGS

### ESSENCE

Warm	Open	Flexible	Colorful	Cozy	Technologically Advanced
Inviting	Transparent	Adaptable	Censorial	Functional	Non-Traditional
Light	Connected	Bright	Bold	Privacy	Community Oriented

### AESTHETIC ATTRIBUTES

- Warm wood tones
  - Natural daylight
  - Light materials and finishes
  - Medium wood tones and industrial look in innovation lab
  - Playful architectural elements
  - Unexpected locations for inspirational quotes
  - A range of seating and places to gather
  - Visual and material connections to the exterior landscape and design
- Mood and event lighting
  - Shaded spaces provided and incorporated through design
  - Cozy and intimate storytime space
  - Storytime has a unique look different from rest of library
  - Earth tones
  - Furniture for variety of activities, multi-functional rooms
  - A teaching space

## 02 | INTERIOR VISIONING

### VISUAL LISTENING FINDINGS



#### LOBBY/GRAND PORCH

- Warm wood tones
- Plenty of light/daylight
- Large windows to outside
- Cafe style seating
- Open
- Updated feel
- Engaging and interesting donor wall



#### COURTYARD INTERIOR/EXTERIOR

- Visual connection from inside to courtyard
- Controllable lighting
- Built in shade sources
- Defined zones using materiality
- A path leading to the lobby
- Sensory area outside of storytime
- Consider materials when moving from interior to exterior
- Use of brick pavers as a donor element



#### INNOVATION LAB

- Industrial feel
- Connection to the outdoors
- Flexibility with moveable walls
- Mobile furniture



#### TEEN ZONE

- Living room feel
- Mature young adult feel
- Zones for gaming and studying
- Sense of privacy



#### GALLERY

- Flexible space
- Incorporate hanging art system
- Adequate lighting to showcase artwork



#### EVENT CENTER/LOBBY

- Hard patterned flooring
- Dark color palette
- Functional and non-sterile
- Adequate acoustic materials
- Incorporate stage lighting
- Plan for storable stage
- Connection to the courtyard



#### STORYTIME

- Courtyard connection
- Unique ambiance
- Colorful floor pattern
- Bright colors
- Playfulness
- Interesting light feature
- Applied pattern to windows to avoid distractions
- Perimeter bench seating
- "Imaginarium"
- Media wall



#### BUSINESS CENTER

- Transparency
- Huddle spaces outside private rooms
- Collaborative space
- Include isolation or phone booth
- Print station with storage
- Shelving for research/resource material



#### ADULT LEARNING CLASSROOM

- 25 seats and a teacher's station
- Smartboard & projector
- Writable surface
- Mobile and modular classroom furniture



#### COLLECTIONS/READING AREAS

- Built-in seating nooks and shelving
- Playful architectural elements and furniture
- Low height shelving provide visibility
- Inspirational quotes
- More seating areas than shelving
- Makerspace furniture for children
- Smooth design transition from children's to adjacent spaces
- Children's area will be a focal point
- Collaborative furniture
- Utilize end panels on shelves for wayfinding



#### PODCAST & RECORDING STUDIO

- 1 formal and 1 informal podcast studio set up
- Adequate acoustic materials
- Signage communicating room functions



#### MOVIE ROOM

- Entire green screen room
- Exposed ceiling with appropriate lighting
- Long and narrow room layout
- Ample storage for equipment



#### EDITING ROOM

- Fits 4-6 computers
- Enclosed space
- Digital display
- Teaching space



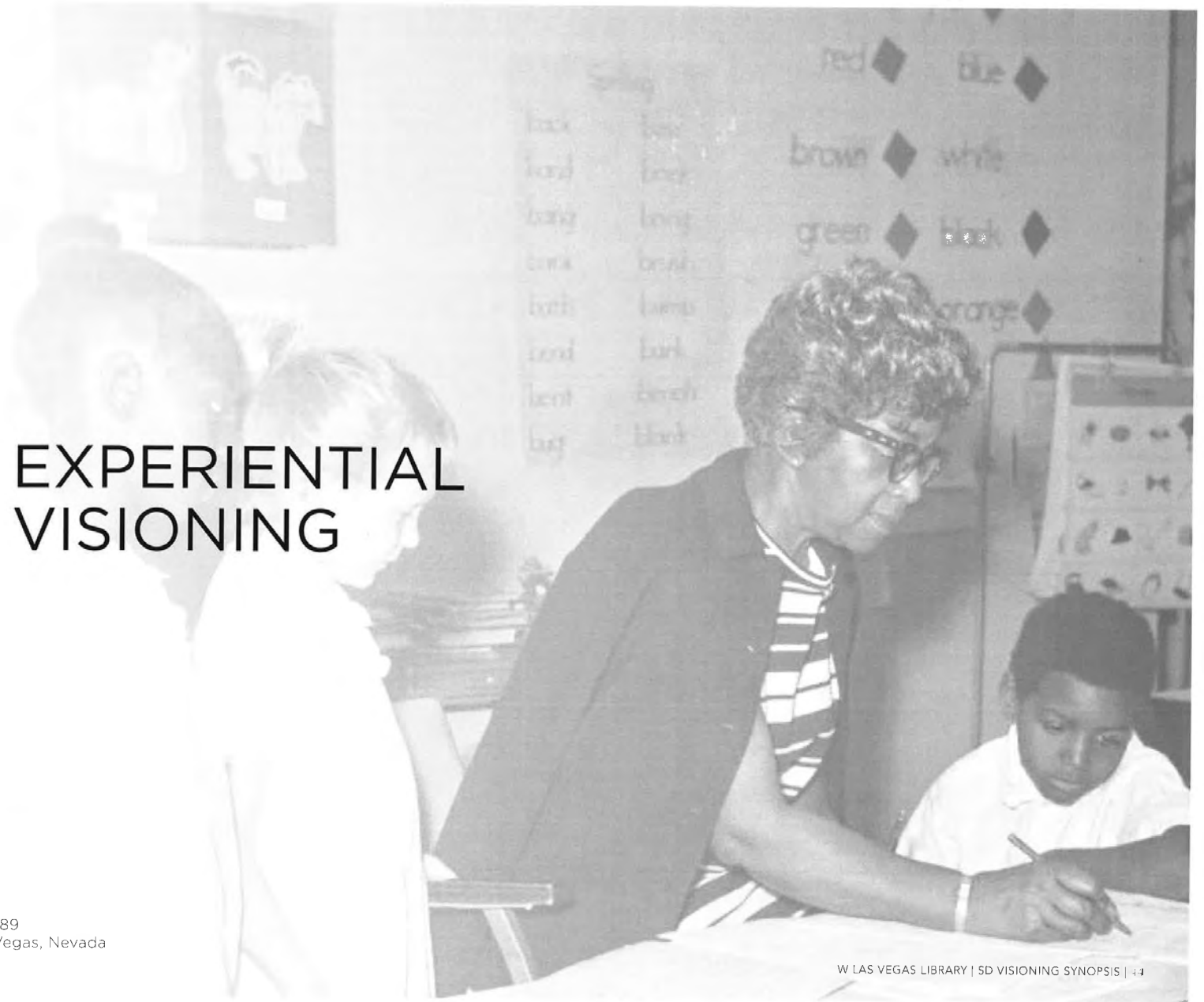
#### COMPUTER LAB

- Interesting floor pattern and artwork
- Large wall monitors
- Functional space



# 03 EXPERIENTIAL VISIONING

MABEL WELCH HOGGARD | 1905 - 1989  
First Licensed Black Educator in Las Vegas, Nevada



W LAS VEGAS LIBRARY | 5D VISIONING SYNOPSIS | 44



## 03 | EXPERIENTIAL VISIONING

### EXERCISE I | WANTS & NEEDS

Participants provided their personal view and opinions of what the library needs to be by answering the following questions

**Q1** What do you want visitors thoughts to be when they experience this library for the first time?

**Q2** What do you consider a successful outcome upon completion of this project?

## 03 | EXPERIENTIAL VISIONING

### EXERCISE I | WANTS & NEEDS

**Q1** What do you want visitors thoughts to be when they experience this library for the first time?

Q#1 I want visitors to feel welcomed and feel they are in their second home.	<ul style="list-style-type: none"> <li>• CULTURAL EXPLOSION!!</li> <li>• LEARNING CAN BE FUN/INTERACTIVE.</li> <li>• ASK WHY?</li> </ul>	INSPIRING / I CAN DO ANYTHING! HOPEFUL!	<p>① THIS IS MY LIBRARY</p> <p>② THEY DO GOOD, Didn't think it would reflect me / History</p>
Welcoming, glad they came and want to keep coming back. It's a place that provides value to their lives / they see it as a reflection of their community.	<ul style="list-style-type: none"> <li>- Wow - So Cool</li> <li>- made 4 me</li> <li>- How did they...</li> <li>- I didn't know they do... - Place of my own</li> </ul>	Exp. 1st Time Welcoming, I would	WOW This is West Las Vegas
<u>Wonder / Excitement</u> (Need to Explore)	① That they are NOT IN A TRADITIONAL LIBRARY. BUT THAT they are in a CULTURAL CENTER.	"This feels like more than the typical library!" I didn't know this is what libraries look like these days.	

## 03 | EXPERIENTIAL VISIONING

### EXERCISE 1 | WANTS & NEEDS

**Q2** What do you consider a successful outcome upon completion of this project?

<p>#</p> <p>CONTINUALLY USED SPACES</p> <p>COMMUNITY GROWTH</p> <p>WE BUILT IT TO SMALL</p>	<ul style="list-style-type: none"> <li>• WORD OF MOUTH!</li> <li>• COMMUNITY ENGAGEMENT</li> <li>• NUMBER OF VISITORS</li> </ul>	<p>Successful...</p> <p>The space is beautiful + functional</p> <p>The branch allows customers to sit to get what they need in an impressive space.</p>	<p>The community uses it - it is a very activated space and the community members are sharing their experiences to their friends.</p>
<p>the community welcomes the new library as the own</p>	<p>② Success is the patron seeing IT'S NOT <del>their</del> THEIR GRANDPARENTS DUSTY old library</p>	<p>It Reflects</p> <p>① Westside History</p> <p>② New innovations</p>	<p>Patron Response / Repeat Visits - All Rooms Activated -</p>
<p>When the community walks through the doors and feels like they are home and know we listened to their ideas.</p>	<p>#2</p> <p>If people look at the library as the place to hang on. whether they are kids, adults, visitors, in/out of town people going to us &amp; having memorable experiences - wanting to continue to learn.</p>	<p>People will come &amp; spend time &amp; Return</p>	



## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE

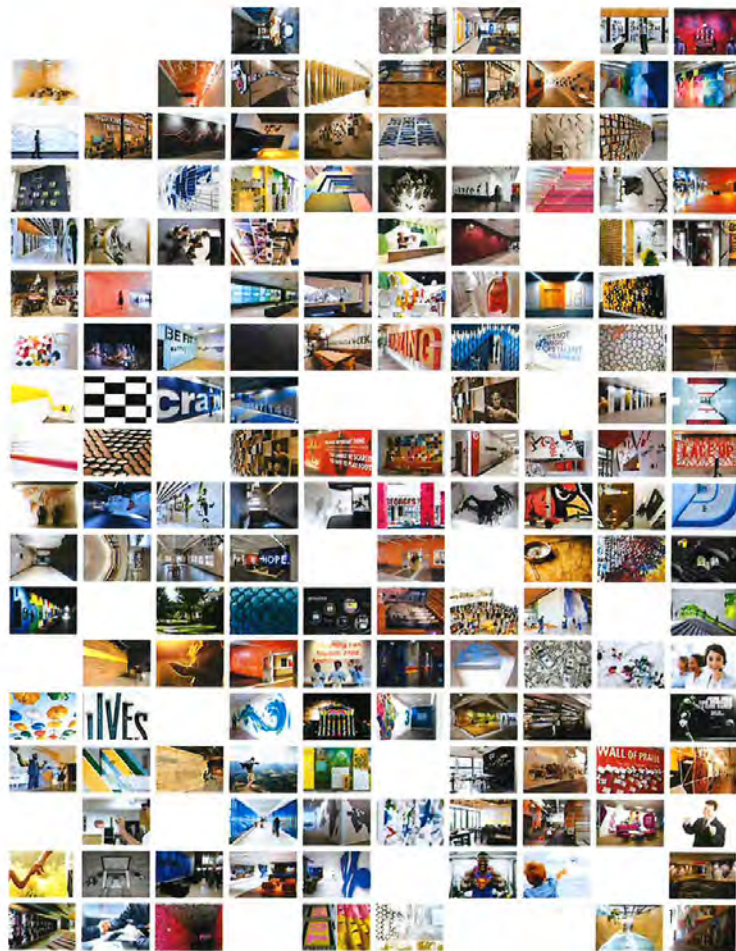
Participants were to look through a bank of images and chose ones that they felt best described the feeling they envisioned for the new library. Each person in the group focused on and selected images for specific spaces. Once complete, each group member explained the meaning behind the images they selected.





### 03 | EXPERIENTIAL VISIONING

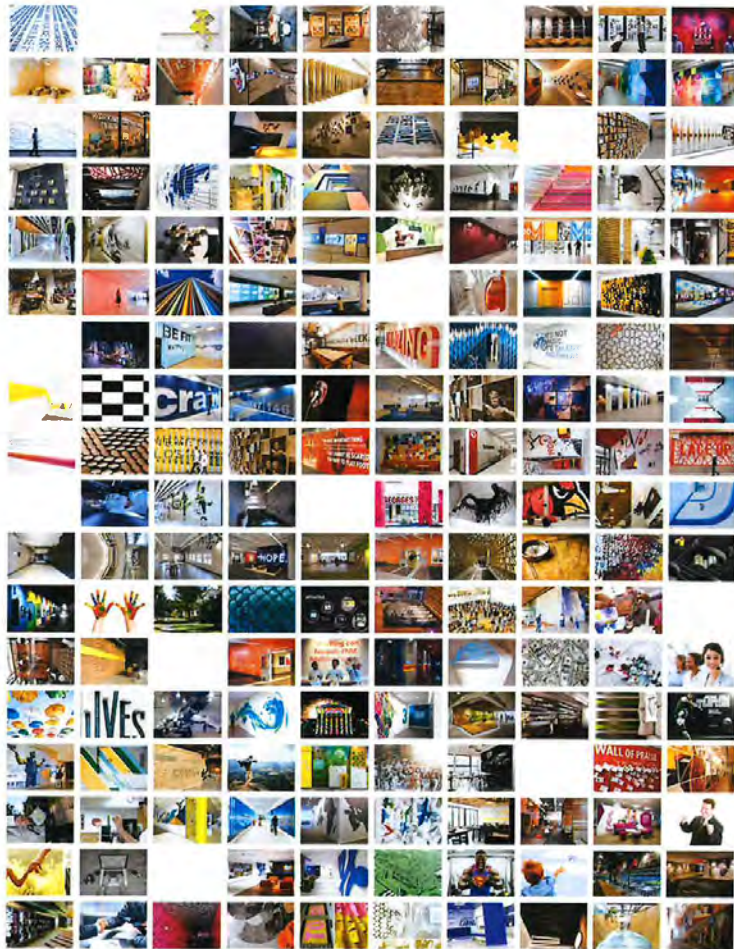
EXERCISE II | FLOOR PLAN EXERCISE | TEAM ONE





## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE | TEAM ONE



TEAM "1"



W LAS VEGAS LIBRARY | SD VISIONING SYNOPSIS | 33



## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE | TEAM ONE

Presentation transcript of community floor plan exercise.



#### SPEAKER 1

I thought that it was important that we represent the entertainment center as **the entertainment center that's tied to the Moulin Rouge**. So I think we're going to be looking at **Sarann Knight Preddy as a possible name**. When you look at the history of West Las Vegas, there was nothing really more historical than the Moulin Rouge, and how it kind of changed Southern Nevada.



#### SPEAKER 1

We can put **the history of West Las Vegas** on here, or maybe the **history of leaders from West Las Vegas** so that when people come in that courtyard, instead of looking down at the pavers, they can be looking up at the words.



#### SPEAKER 1

I thought that we should focus on black veterans, and possibly **the Tuskegee Airmen**, and putting their images up there with **local black veterans** that have served in Southern Nevada.



#### SPEAKER 1

I thought that we could put the **business leaders from the black community like Sandra Douglas Morgan**. If you look at **Cedric Crear**, his father was the second black doctor in Nevada, **Ruby Duncan** was discussed and **Frank Hawkins and Mabel Hoggard**. When you're up in that business center, you see these business leaders images, or their names and a little bio on them. Because then I think that you're feeling what the library is all about, where it's really not a library, **it's a cultural center**.



#### SPEAKER 2

The dancing images for bringing **arts into the event center**.



#### SPEAKER 2

This image here is just kind of an aesthetic, because you can tell it's definitely a bigger space, but with the **use of lighting, you're kind of isolating and drawing your focus in a different way**.



#### SPEAKER 2

I really liked this play off of the wood tones here and then the darker tones there. I think the ceiling here would be way too busy for what we're doing. But I think just **the wood and the darker tones working with each other**.



#### SPEAKER 2

I want to make sure that because the Event Center and the gallery, kind of sit opposite each other I think there's an opportunity to **make the lobby here aesthetically interesting** and not just a white lobby space.

## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE | TEAM ONE

Presentation transcript of community floor plan exercise.



#### SPEAKER 2

The gallery is kind of self explanatory. Although this is a very kind of formal gallery. I don't know if that's really out te what we'd be going for



#### SPEAKER 2

I feel like sometimes we miss an opportunity to make bathrooms more interesting and not just blank canvases that are just there. I remember when you go to a restaurant and they had like a really cool bathroom you're like oh, I kind of remember that.



#### SPEAKER 2

Like the idea here of some text and stuff on the walls for the Learning Center



#### SPEAKER 2

I really like this image for the front porch - once you get kind of close to the library at night like it's just lit up, the outdoor porch is as well lit as the interior.



#### SPEAKER 3

So it was one of my first images my thought was people should be happy when they come into the library. And hopefully they're nappy when they leave the library



#### SPEAKER 3

In the staff area we put vision and values because our staff should incorporate those in everything we do



#### SPEAKER 3

The JotBlue with the luggage rack to indicate that we're going places and we're going to bring you with us.



#### SPEAKER 3

The makerspace area, kids area - the innovation lab. I've got some of the wet and messy, art, clay, and then the technical aspect.

## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE | TEAM ONE

Presentation transcript of community floor plan exercise.



#### SPEAKER 3

I thought the historical mural on the wall could tie in with some of the donor thing. West Las Vegas has some historical architectural communities. And we've done some showcase in our display cases, but that would kind of bring it more to life, celebrate the history of the area as well.



#### SPEAKER 3

The Infinity room as kind of the aspect of you can imagine anything and do anything you want; endless possibilities



#### SPEAKER 3

Study Rooms, I have the kind of let yourself into your own study room type thing



#### SPEAKER 3

Makerspace, [the image] just looked kind of cool. Reminds me of something Marvel, window to another reality. Other image relates to making things - sometimes high tech, sometimes low tech, sometimes fun.



#### SPEAKER 3

Business Center, busy and interactive, a lot of things happening. A lot of options and things off to the side that you can go into as well!



#### SPEAKER 3

The umbrellas was just something kind of floating and decorative and silly in the air.



#### SPEAKER 4

The front lobby should just be loaded with West Las Vegas, Moulin Rouge, half a Jackson Street, West Side Market, I mean, everything in that area. [Users] should know when they walk in, that's their building. It's not Centennial Hills. It's not Summerlin, it's not anywhere else. It's nowhere else but there! West Las Vegas].



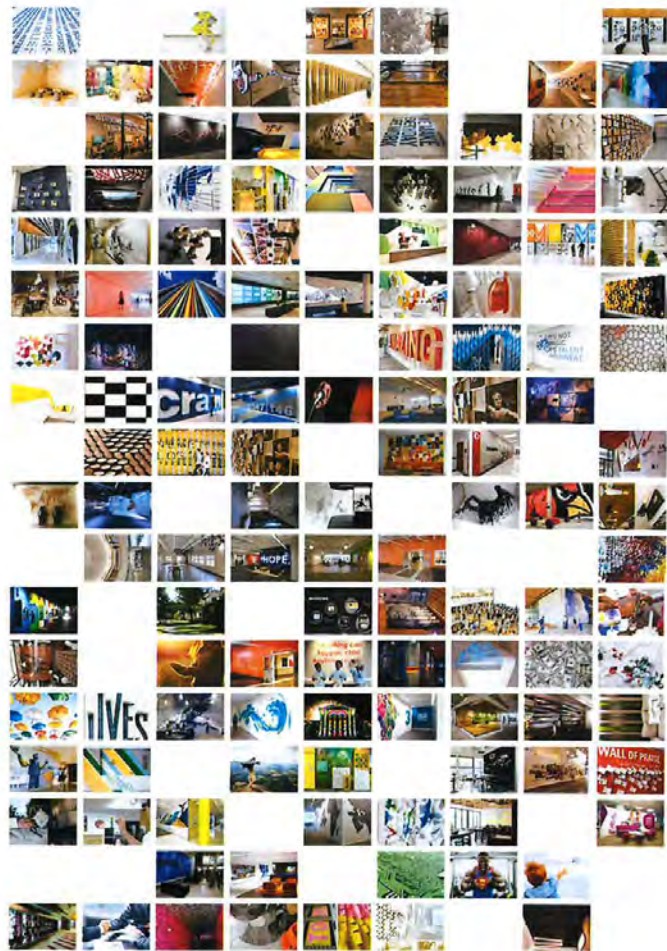
### 03 | EXPERIENTIAL VISIONING

WORD CLOUD | TEAM ONE



## 03 | EXPERIENTIAL VISIONING

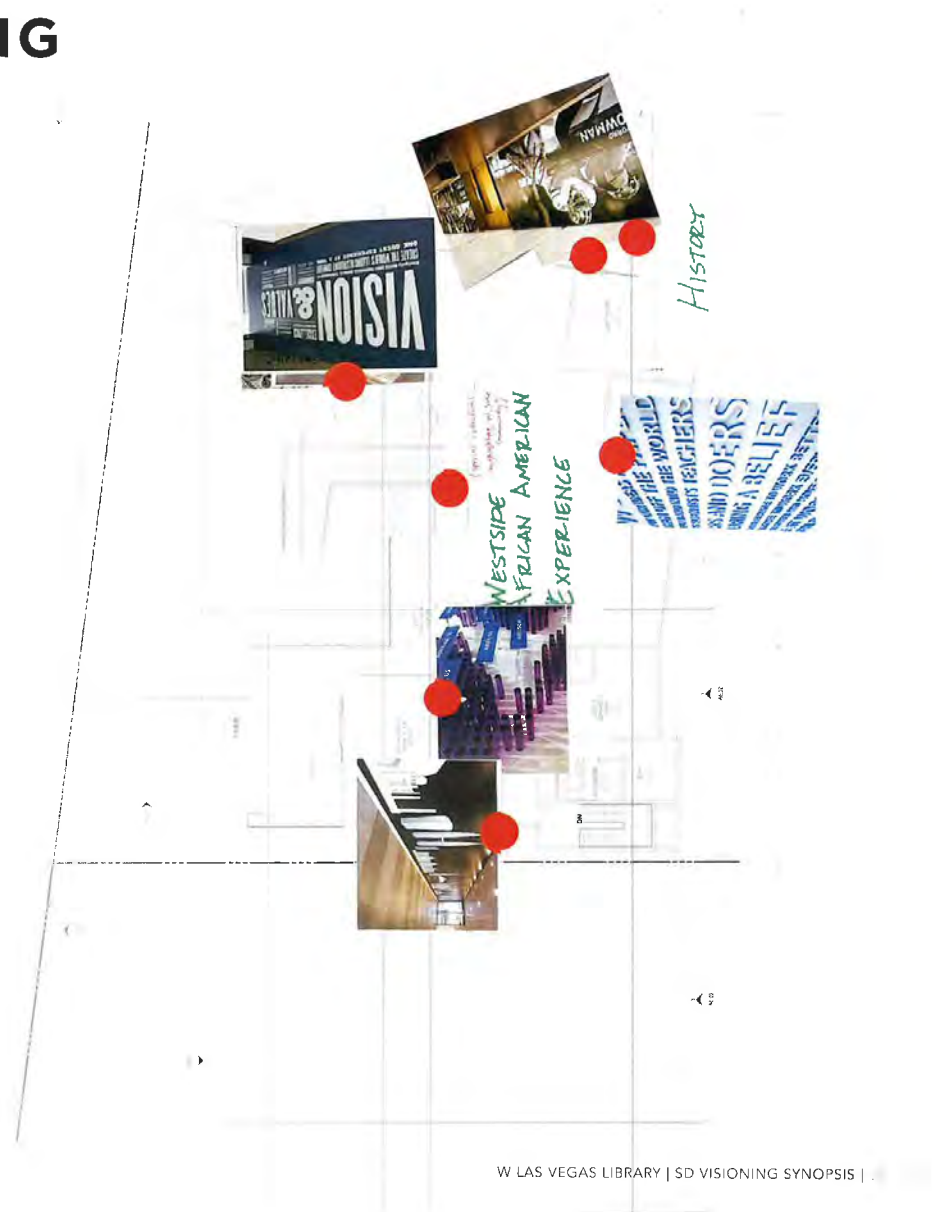
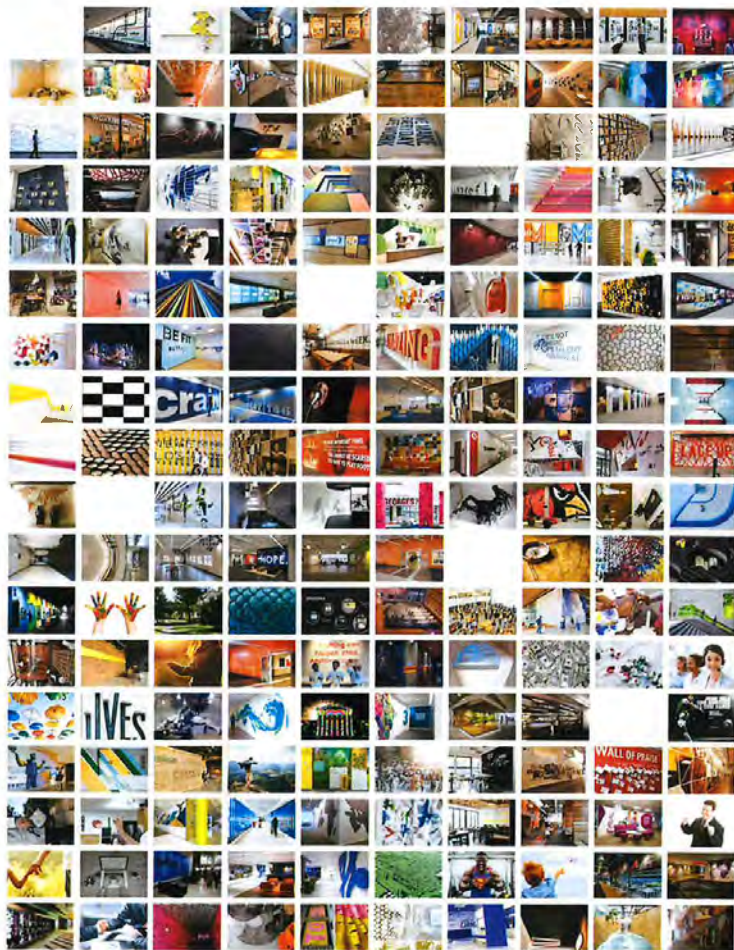
### EXERCISE II | FLOOR PLAN EXERCISE | TEAM TWO





## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE | TEAM TWO





## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE | TEAM TWO

Presentation transcript of community floor plan exercise.



#### SPEAKER 1

Put important dates of the library. Or the fence [at the courtyard] could be historical leaders of the west side that are not in Legacy Park. You got Mary Wesley and Marzette Lewis, all these women who helped with the library but do not get the recognition that they need. I think we should highlight people considered forgotten heroes of the west side.



#### SPEAKER 1

I'm doing jazz concerts every Friday. So we need lighting outside so people can see.



#### SPEAKER 1

How fast 's that space, it's lit in the event center all the time, every day. So it needs to be hip.



#### SPEAKER 1

I did the Special Collections, because history is very important. We [could] have a display case downstairs that directs people to go upstairs to our special collections, include a whole lot of history over there, because history is important to the west side. And they need to be able to see it and know it's there.



#### SPEAKER 1

The Bob Bailey Media Center will be huge, because of his contributions to KCP, and the media and TV and all of those things for that specific community.



#### SPEAKER 2

Learning Center, it's a place for lots of education to take place, as well as a multicultural kind of feel there, because we have languages from all over coming to learn. And I think look of writing on the wall, will be cool.



#### SPEAKER 2

I think the indoor outdoor space, it's imaginative. I think that inspiring kids to think bigger and to have that exposure, to just let them be able to visualize that.



#### SPEAKER 2

The staff lounge area needs to have some boldness and some creativity there as well.

## 03 | EXPERIENTIAL VISIONING

### EXERCISE II | FLOOR PLAN EXERCISE | TEAM TWO

Presentation transcript of community floor plan exercise.



#### SPEAKER 2

Vision and values because I think people want to go [business center], they want to create things. I also put the money because they're there to start a new business or get ideas and use the free resources there to build what they want to become.



#### SPEAKER 3

The [kids zone] needs to be bigger, bolder, brighter than it is. And so we have, kids learning and discovering, and that's great. But then, this is really busy and really hands on. And that's probably good for kids.



#### SPEAKER 3

And this has [kids] making discoveries and being interactive.



#### SPEAKER 3

It can be two different spaces at once, depending on your perspective. And a lot of times teen areas are like that. There'll be sitting there everybody's zoned out on their phones and their earbuds. Then you turn and suddenly they're collaborating. So real flexible space there.



#### SPEAKER 3

Very welcoming, this is kind of a cozy picture. And I wouldn't give teens access to this many pillows. But I liked that there was a space for everyone. Which I also think teen zones need to be way more welcoming than they feel sometimes.

### FLEXIBILITY

#### SPEAKER 4

The more flexible we can make [a] space, the more different programs, the more we can utilize the space and less downtime. So a lot of what we see here, we hope to make multi-use.

### HISTORY

#### SPEAKER 5

I think it's important to highlight the history of West Las Vegas, to make sure that the building when you walk in feels like it's a second home. So open spaces, being able to bring people together as a community does.

### DONORS & COMMUNITY

#### SPEAKER 5

Flexibility of the wall with the donors, maybe there's technology out there that we can speak of later, but just highlighting everybody in the community.

## 03 | EXPERIENTIAL VISIONING

WORD CLOUD | TEAM TWO





# 04 EXPERIENTIAL VISIONING FINDINGS

MOULIN ROUGE | 900 West Bonanza Road Las Vegas, Nevada  
First Interracial Hotel and Casino

W LAS VEGAS LIBRARY | SD VISIONING SYNOPSIS | 00

# 04 | EXPERIENTIAL VISIONING FINDINGS

## OVERVIEW



### LOBBY/GRAND PORCH

- Showcase local black veterans, Tuskegee Airmen
- Outdoor porch as well lit as interiors - lights draw you to the space at night
- Visitors should feel happy when they come in
- A combination of donor graphic and a historical mural highlighting the history of the built area,
- Something decorative and silly in the air
- lobby should be loaded with West Las Vegas
- Space should feel unique to West Las Vegas
- Could incorporate a WLV library timeline



### COURTARD INTERIOR/EXTERIOR

- Showcase history or historic leaders in built environment
- Potential to highlight forgotten heroes of the westside with gate design
- Adequate lighting for concerts and events
- Imaginative
- Inspires children to think bigger



### INNOVATION LAB

- Appropriate for variety of mediums: wet, messy, technical, etc.



### TEEN ZONE

- Multiple different spaces at once
- Flexible
- Cozy and welcoming
- Provides a space for everyone/maximize seating



### EVENT CENTER/LOBBY

- Connection to Moulin Rouge entertainment center
- Sarann Knight Preddy naming possibility
- Bring arts into the space
- Use of interesting lighting
- Needs to be hip
- Theater lobby should be aesthetically interesting not just a white space



### MULTIMEDIA SUITE (RECORD/MOVIE)

- Endless possibilities
- Bob Bailey celebrated due to his contributions in media and TV



### BUSINESS CENTER

- Graphic honoring local business leaders from the Westside, i.e. Frank Hawkins, Sandra Douglas Morgan, Dr. John Crear, etc.
- Connecting the local past and present to the function of that space creating a cultural center
- Busy and interactive
- Lot of options
- Space and resources to build who visitors want to become



### ADULT LEARNING CLASSROOM

- Graphic text and info on the walls
- Multicultural
- Multi-lingual place to learn



### COLLECTIONS/READING AREAS

- History is very important
- Display case on first level directing visitors to special collections upstairs
- Childrens' should be bigger, bolder, brighter than it traditionally is, busy hands on experiential element to encourage discovery and interactivity



### GALLERY

- Less formal feel than a traditional gallery



### STAFF SUITE

- Bold and creative graphic in staff lounge



### TECHNOLOGY AREA FLEX SPACE

- A window to another reality
- Adequate for low and high tech activities



### RESTROOMS

- Interesting and not blank canvases
- Memorable

# 05 INTERIOR FINISH PLANS

RUBY DUNCAN | 1932 - Present  
Women's Rights & Welfare Activist

W LAS VEGAS LIBRARY | SD VISIONING SYNOPSIS | 62



# 05 | INTERIOR FINISH PLANS

## FLOOR FINISH PLAN | LEVEL ONE

### POTENTIAL MATERIAL APPLICATIONS









- CORK
- CARPET TILE
- LARGE FORMAT PORCELAIN TILE
- LVT
- SEALED CONCRETE
- SEAMLESS EPOXY\*
- WALK OFF+
- RUBBER INTEGRAL STAIR SYSTEM\*



## 05 | INTERIOR FINISH PLANS

FLOOR FINISH PLAN | LEVEL TWO

## POTENTIAL MATERIAL APPLICATIONS

-  CORK
-  CARPET TILE
-  LARGE FORMAT PORCELAIN TILE
-  LVT
-  SEALED CONCRETE
-  SEAMLESS EPOXY\*
-  WALK OFF
-  RUBBER INTEGRAL STAIR SYSTEM\*



## 05 | INTERIOR FINISH PLANS

## WALL FINISH PLAN | LEVEL ONE

## POTENTIAL MATERIAL APPLICATIONS

-  WALL PAINT
-  GLAZING
-  MATERIAL FEATURE WALL
-  CERAMIC / PORCELAIN TILE
-  DIGITAL DISPLAY



## 05 | INTERIOR FINISH PLANS

### WALL FINISH PLAN | LEVEL TWO

#### POTENTIAL MATERIAL APPLICATIONS

- WALL PAINT
- GLAZING
- MATERIAL FEATURE WALL
- CERAMIC / PORCELAIN TILE
- DIGITAL DISPLAY



# 06 NARRATIVE



W LAS VEGAS LIBRARY | SD VISIONING SYNOPSIS | 67



## 06 | NARRATIVE

### ID + EDS SD NARRATIVE



#### HISTORIC SIGNIFICANCE

The West Las Vegas Library is and has been a staple of the Westside community since its opening. The new library should be a living monument to community that celebrates past, present and future, while connecting Black Las Vegas to the larger Black world, a world ripe with possibilities. The new site is located across the street from the Historic Westside Legacy Park, an homage to a number of leaders of WLV, and the goal with the new library is to create a deeper connection between visitor and history through learning, entertainment, and exploration. Additionally, a free and accessible community space provides opportunity to create for the future.

#### DESIGN CONCEPT

Inspiration comes from the idea that the library will serve as a living monument that celebrates past, present and future while simultaneously connecting the local community to the broader, global community. We continue to follow this course of inspiration as we develop the interior design and layout of the library. We're emphasizing the connection to the Historic Westside Legacy Park by cultivating a cultural center through this library space, using local materials, interactive displays and providing plenty flexible spaces to meet the communities evolving needs. It's also important to pay homage to the current community members and make them feel just as celebrated by incorporating opportunities for visitors to contribute to the building in some way. The idea is to make this library feel like no other, utilizing innovative and sustainable methods, materials and technology, while reflecting West Las Vegas.

#### DESIGN GOALS

The library is first and foremost a place for learning and discovery, beginning with the particular place in history which in this case is the Historic Westside community of Las Vegas. The overarching goal is for the library to build off of the foundation laid by the Historic Westside Legacy Park. Not only is the library a place to learn, it is also a free and accessible resource. So creating a central space to gather, teach, create and fellowship is very important and our goal is to design a space that people want to keep coming back to. The third goal is to converge the Westside African American experience, the broader African American experience and the continental African experience, not only through design in graphics and interactive displays but also through pattern and finish selection.



## 06 | NARRATIVE

### CONTENT AND STORY

**The Historic Westside is a rich community that can generate more than enough content to create as historical as a space as desired.**

**As the final design of the space comes together and we have a clear idea of the interior space we will be able to curate the story as needed.**

#### CONCEPT

The overall narrative concept of the West Las Vegas Library will center around the main theme of EDUCATION while utilizing art to connect the PAST-PRESENT-FUTURE.

#### EDUCATION AS THEME

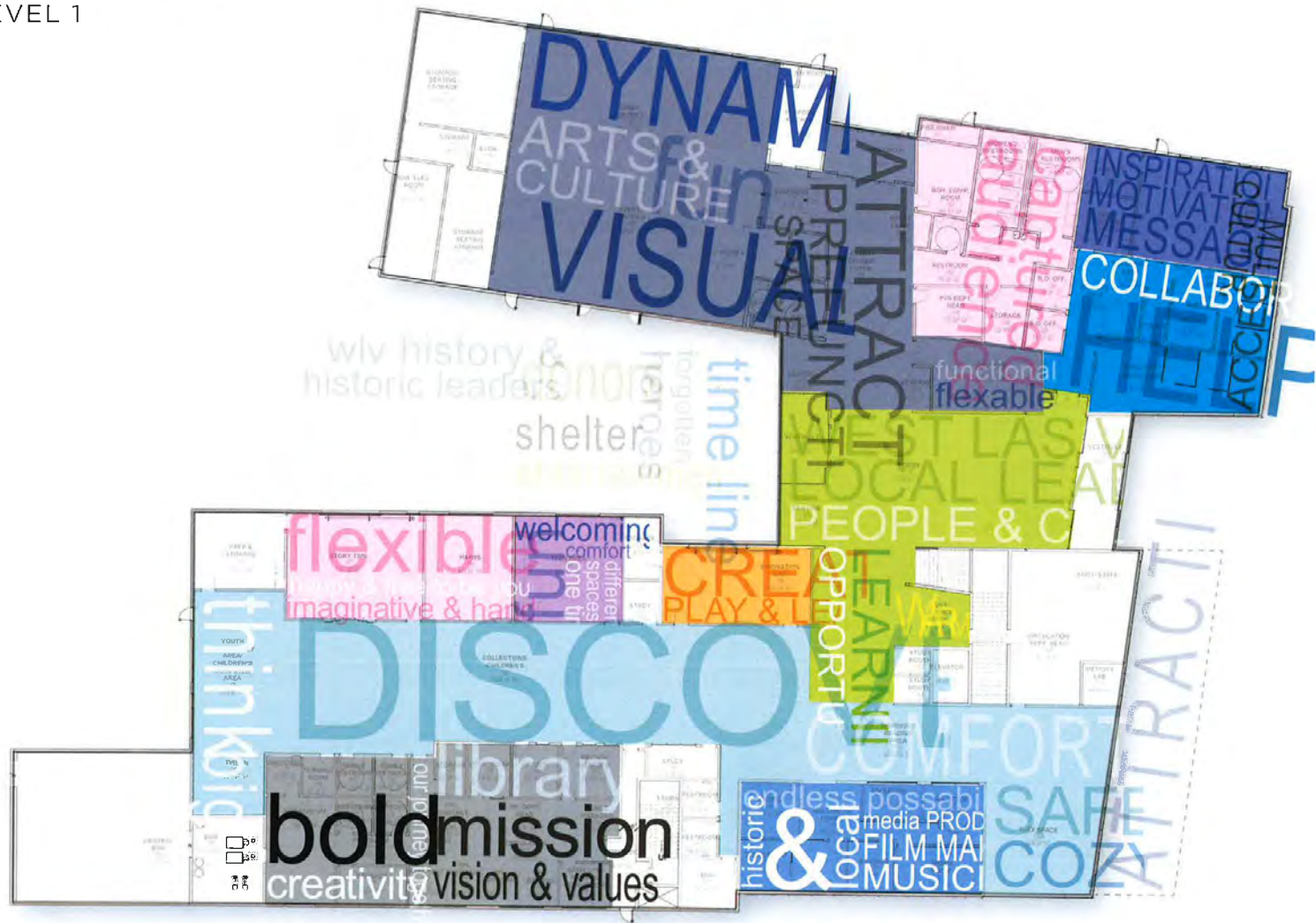
The library is a space whose main function is learning. We will take this idea and make the West Las Vegas Library a place where patrons will learn just by setting foot in the space. Each area of the library will reference related aspects of Historic Westside history and community, but please note that these categories can easily be expanded to include national figures and points of interest if the desire or need is there. This referencing can come in the form of the naming of individual spaces as well as content presented in photo, video or other format.

#### UNIFYING IDEA (PAST - PRESENT - FUTURE)

The westside is a very proud and historic community that, like many others, is working to cement its history while contending with the future changes to come. The library needs to express the history of where we came from, and not only how that history has built our present but how our present community will take us into the future. This would be achieved through storytelling of people, events, art, and evolving installations.

## 06 | NARRATIVE


### VISUAL PLAN LEVEL 1



## 06 | NARRATIVE

### VISUAL PLAN LEVEL 2





## **NEXT STEPS:**

- LIBRARY AND DESIGN TEAM TO GATHER WEST LAS VEGAS INFORMATION & THEMES
- DEVELOP STRATEGY TO DISBURSE CONTENT THROUGHOUT SPACES
- LIBRARY TEAM TO BEGIN DEVELOPMENT OF THEIR DONOR PROGRAM/STRUCTURE
- DESIGN TEAM TO BEGIN DEVELOPING 3D VIEWS OF INTERIOR SPACES



## ITEM IX.A.4.

### AGENDA ITEM

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#### JANUARY 19, 2023 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item #IX.A.4.:**

Discussion and possible Board action regarding a retainer agreement for the District's General Counsel.

##### **Background:**

In 2020, Trustee Foyt requested that contracts for legal services be placed on the Agenda.

The current contract begins February 1, 2023 through January 31, 2025. The fees on the current contract are:

Attorney: \$250 per hour

Legal Assistant: \$150 per hour

According to the contract, these fees will not be adjusted for at least two years.

##### **Recommended Action:**

Motion to approve the retainer agreement for Gerald M. Welt beginning February 1, 2023 through January 31, 2025.

## **RETAINER AGREEMENT**

THIS RETAINER AGREEMENT is made and entered into this 1<sup>st</sup> day of February 2023 by and between the LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT (“The District”) by and thru it’s Board of Trustees and GERALD M. WELT, ESQ, of the Welt Law Firm (“Attorney”)

Whereas, the District is in need of the assistance of an attorney in the conduct of its business; and

Whereas, Attorney is experienced in the provision of services to the District,

NOW THEREFORE, the parties as agree as follows:

### **I. SCOPE OF SERVICES:**

The Firm is engaged to provide full access to its time, advice, and consultation regarding the routine and day to day legal issues and matters that the District may encounter, commonly referred to “general counsel matters.” These may include corporate, employment and human resources issues, non-competition and confidentiality issues regarding current and former employees, basic contract or document review and advice, problem solving, litigation prevention and negotiation, and the like.

### **II. FEES**

The Firm’s fees are based on the hourly rate of the persons working on any issues as well as the value of the services rendered. The applicable hourly rates are the Firm’s prevailing rates for attorneys, discounted by 50%, and the prevailing hourly rate for legal assistants. Gerald M. Welt, Esq. is the attorney in charge of the Engagement, The applicable hourly rates are \$250 an hour for all attorneys. The Firm’s 2023 rate for legal assistants is \$150.00 per hour. Pursuant to discussions with the District, these rates will not be adjusted for at least two years; however, any subsequent annual adjustment to the Firm’s rates may apply to the Engagement with the written approval of the District.

### **III. COSTS AND EXPENSES**

The Firm’s bills to the District will include charges for various costs and expenses incurred on the District’s behalf. Costs are incurred in-house by the Firm. Expenses are incurred through invoices from a third party. Typical expense items include, but are not limited to: courier or messenger services, travel expenses, transcripts, witness fees, process fees, and filing and recordation fees. Typical cost items include, but are not limited to: Photocopies, facsimile transmissions, word processing, on-line legal research, and postage. These standard costs will be charged under the Firm’s standard practices for assessing and charging costs to its clients, which shall be set forth on Exhibit A. Expenses will be passed through to the District at actual cost. The Firm will not commit to any expense or cost item exceeding \$500.00 without first obtaining permission from the District.



#### **IV. BILLING**

The Firm will send its bills monthly to the Chief Financial Officer of the District, and shall be presented within 60 days of the performance of service for which payment is sought. Those bills will be due and payable within thirty (30) days from their date. The Firm will provide in its bills specific identification of the services performed, the individuals performing the services, and the costs and expenses incurred. The bills will be divided into tenth hour (i.e. 6-minute) increments or multiples thereof, and each increment may contain descriptions of multiple tasks performed. The District will promptly raise and address with the Firm any questions that may arise with respect to the Firm's billing.

#### **V. GENERAL RESPONSIBILITIES OF THE DISTRICT**

The District shall cooperate fully and candidly with the Firm with respect to the Engagement. The District shall provide all information known by or available to the District which may aid the Firm in representing the District in the Engagement.

The District has designated the Executive Director and the Chair of the Board of Trustees to be responsible for coordinating the Firm's representation with respect to the services to be performed under this agreement. The District shall be available to the Firm for consultation on reasonable notice and will provide such decisions or directions as the Firm may need for the appropriate handling of the such services.

In the event the District perceives any actual or possible disagreement with the Firm or the Firm's handling of the Engagement, the District shall promptly and candidly discuss the problem with the Firm.

The Firm agrees to keep the District informed as to the status of the pending services and as to the course of action which is being followed or is being recommended by the Firm. The District shall be included in all major decisions involving services under this agreement. Unless otherwise directed by the District, the Firm will provide the District copies, electronically, of all significant documents sent or received by the Firm in connection with services provided under this agreement. The Firm will not effect a final compromise of any matter, nor assert any conflict waivers without the prior approval of the District or its designated representative.

#### **VI. CONFIDENTIALITY OF COMMUNICATIONS**

All communications between the Firm and the District – whether written, oral or electronic – are confidential, and the District agrees to take all reasonable precautions to ensure that the confidentiality of these communications is preserved. This includes, at a minimum, ensuring that:

- (i) Written communications are not read by other persons,
- (ii) Oral conversations are not overheard by other persons,

- (iii) Electronic communications are not accessible by other persons, and
- (iv) The communications between the District and the Firm are not disclosed to other persons.

Unless otherwise instructed by the District, written communications will be sent by email to the above designated persons. If the District communicates with the Firm by email, such communications must come from the District's official email addresses and not from a private email address or third-party's email address. The District agrees to ensure that the client's emails are secure and are not scanned or harvested by the District's email provider.

## **VII. ADDITIONAL MATTERS**

For matters outside of the Firm's expertise such as personal injury, environmental, bankruptcy, tax, immigration, patent and intellectual property, etc., the Firm will make every reasonable effort to refer the District to experienced and competent outside counsel.

## **VIII. CONFLICTS**

The Firm represents many other entities and individuals. It is possible that some of the Firm's present or future clients will have disputes with the District during this agreement. The Firm shall not undertake any action on behalf of another client where, as the result of the Firm's representation of the District, the Firm has obtained sensitive, proprietary or other confidential information that, if known to any such other client of the Firm, could be used in any such other matter by such client to the material disadvantage of the District. For any other possible conflict of interest, the Firm shall notify the District of the situation and obtain District's permission to pursue an engagement with the other client.

## **IX. TERMINATION**

The Firm reserves the right to terminate this Agreement if the District fails to honor this Agreement or for any reason permitted by the Nevada Rules of Professional Conduct. The District reserves the right to terminate this Engagement without cause. Notification of termination or withdrawal shall be made in writing and shall be effective upon receipt. In the event of such termination or withdrawal, the District shall promptly pay the Firm all fees, costs and expenses incurred prior to the date of termination or withdrawal.

Upon termination or withdrawal from this Engagement, the Firm agrees to cooperate with any successor counsel in the transition of the representation.

## **X. GOVERNING LAW AND RULES OF PROFESSIONAL CONDUCT**

This Agreement shall be interpreted and enforced in accordance with the laws of the State of Nevada without regard to its choice of laws principles. The Firm's services shall be governed by the Nevada Rules of Professional Conduct, without regard to where the services are actually performed.

#### **XI. DISPUTE ARBITRATION**

Any dispute with respect to this agreement or as to the amount of legal fees, costs or expenses shall be submitted first to the Fee Dispute Committee of the State Bar of Nevada, with each party to bear its own attorneys' fees and costs. If that settlement endeavor is not successful, each party may pursue remedies in the courts of Nevada, each side to bear its own attorney fees.

#### **XII. EFFORT AND OUTCOME**

The Firm agrees to competently and diligently represent the District in the services provided under this agreement, and the District acknowledges that the Firm has given no assurances regarding the outcome of the Engagement.

#### **XIII. RETENTION OF FILES**

The District is responsible for maintaining its own copy of documents forwarded to the District by the Firm. The Firm will endeavor, subject to casualties beyond its control, to retain and maintain the major and significant components of the Firm's files relative to the Engagement in an electronic format during the pendency of the Engagement and for a period of at least seven (7) years following the conclusion of the Engagement. The Firm will not maintain a hard copy file of files and will not maintain an electronic copy of most contracts. The files prepared or kept by the Firm in the performance of its obligations under this Agreement shall be the exclusive party of the District and shall not be provided to other parties. It is understood and agreed that the primary responsibility for storing records and files shall be with the District.

#### **XIV. INSURANCE**

The Firm will provide the District with Certificates of Insurance for the coverages as listed below within ten (10) calendar days after approval of this Agreement by the Board of Trustees. Thereafter, current certificates shall be maintained with the District so long as insurance is required pursuant to this Agreement. The certificates for each insurance policy are to be signed by a person authorized by the insurer and licensed by the State of Nevada.

A. Each insurance company's rating as shown in the latest Best's Key Rating Guide shall be fully disclosed and entered on the required certificates of insurance. The adequacy of the insurance supplied by the Firm, including the rating and financial health of each insurance company providing coverage, is subject to the approval of the District.

B. With regard to the Firm's services performed pursuant to this Agreement, the Firm's insurance shall be primary and any other coverage that may be available to the District, its officers, employees and volunteers shall be excess over the insurance required of the Firm.

C. The insurance coverage supplied by the Firm must provide for a thirty (30) days notice to the District before implementation of a proposal to suspend, void, cancel or reduce in coverage or in limits, the required insurance coverage. This notice requirement does not waive the insurance requirements contained herein.

D. All deductibles and self-insured retentions shall be fully disclosed in the Certificate of Insurance. No deductible or self-insured retention may exceed \$10,000 without the written approval of the District.

E. The Firm shall obtain and maintain, for the duration of this Agreement, the following insurance against claims which may arise from or in connection with the performance of the work hereunder by the Firm, its agents, representatives, employees or sub-contractors. The cost of such insurance shall be borne by the Firm.

Professional liability or errors and omissions insurance against claims for injuries or damages arising out of the services rendered by the Firm, its agents, representative or employees pursuant to the Firm's agreement with the District.

a. The Firm shall maintain policy limits of no less than \$1,000,000.00

b. "Claims made" insurance coverage must continue for a period of three years beyond the termination of the Agreement, Any retroactive date must coincide with or predate the beginning of the Agreement and may not be advanced without the consent of the District.

F. If the Firm fails to maintain the insurance coverage required herein, then the Firm will have the option to declare the Firm in breach, or may purchase replacement insurance or pay the premiums that are due on existing policies in order that the required coverage may be maintained. The Firm is responsible for any expenses paid by the District to maintain such insurance and the District may collect the same from the Firm or deduct the amount paid from any

G. The insurance requirements specified herein do not relieve the Firm of its responsibility or limit the amount of his liability to the District or other persons and the Firm is encouraged to purchase such additional insurance as it deems necessary.

Regardless of the coverage provided by any insurance policy, the Firm shall indemnify, defend, and hold the District harmless from any and all claims, demands, actions, attorney's fees, costs, and expenses based upon or arising out of alleged errors, omissions, or acts of the Firm or its principals, employees, subcontractors, or other agents while performing services under this Agreement.

## **XVI. INTEGRATION**

This Agreement contains the entire agreement between the District and the Firm regarding its engagement and the fees, costs, and expenses relative to the Agreement. This Agreement shall not be modified except by written agreement signed by the Firm and the District's duly authorized representatives. This Agreement shall be binding upon the District and the Firm and their respective heirs, executors, legal representatives, and successors.

**XVI. ASSIGNMENT**

The Firm shall neither assign, transfer nor delegate any rights, obligations or duties under this Agreement without prior written consent of the District.

**XVII. REVIEW BY OTHER COUNSEL**

This Agreement is a binding legal document with significant consequences. The District is encouraged to have it reviewed by other counsel of the District's choice prior to execution by the District.

**XVIII. COUNTERPARTS**

This Agreement may be executed in any number of counterparts, each of which shall be an original and all of which shall together constitute one and the same instrument. It shall not be necessary for any counterpart to bear the signature of all parties. Executed copies hereof may be delivered by facsimile or e-mail, pursuant to NRS 719.240, and upon receipt will be deemed originals and binding upon the parties, regardless of whether originals are delivered thereafter.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be signed and intend to be legally bound thereby.

LAS VEGAS-CLARK COUNTY DISTRICT:

Signed: \_\_\_\_\_  
Chair, Board of Trustees Date \_\_\_\_\_

WELT LAW

Signed: \_\_\_\_\_  
Gerald M. Welt, Esq., Legal Counsel Date \_\_\_\_\_





## ITEM IX.B.1.

### AGENDA ITEM

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#### JANUARY 19, 2023 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item# IX.B.1.:**

Discussion and possible Board action regarding approval of Settlement Agreement and Release to resolve litigation filed by former employee, upon recommendation by counsel.

##### **Background:**

On July 1, 2022, a former employee of the Library District filed an employment lawsuit against the District the Executive Director, and the Las Vegas-Clark County Library District Foundation regarding the employee's separation from employment alleging contract and tort claims. All parties recently participated in mediation on January 5, 2023, during which a tentative settlement of the lawsuit was reached, subject to approval by the Board. The Executive Director and counsel recommend approval of the settlement, following which the lawsuit will be dismissed.

##### **Recommended Action:**

Motion to approve Settlement Agreement and Release and direct the Executive Director to execute the Agreement on behalf of the District.



## ITEM IX.B.2.

### AGENDA ITEM

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#### JANUARY 19, 2023 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item# IX.B.2.:**

Discussion and possible Board action to nominate and appoint a new Las Vegas-Clark County Library District Board Trustee, as a Director for the Las Vegas-Clark County Library District Foundation Board of Directors.

##### **Background:**

Pursuant to the Las Vegas-Clark County Library District Foundation Bylaws, Article 5; Section 3:

*Directors shall be at least 18 years of age, the age of majority in this state.*

*Two (2) members of the Board of Directors shall, at all times, be appointed from the current membership of the Las Vegas-Clark County Library District Board of Trustees. If any member of the Board of Directors appointed from the Library District Board of Trustees dies, resigns, is removed, or ceases to be a member of the Library District Board of Trustees, the Library District Board of Trustees shall appoint a replacement to serve the remaining term of that member.*

*The Executive Director of the Las Vegas-Clark County Library District shall also, at all times serve as a member of the Foundation Board of Directors in an ex-officio capacity.*

Currently the Las Vegas-Clark County Library District Board of Trustees has one appointed Las Vegas-Clark County Library District Foundation Director, Kelly Benavidez.

##### **Recommended Action:**

Motion to nominate and appoint Trustee XXXXXXXX as an additional Las Vegas-Clark County Foundation Board Director.