

ITEM III.

**PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
Board of Trustees' Meeting
September 14, 2023**

DATE: Thursday, September 14, 2023

TIME: 5:00 p.m.

PLACE: Windmill Library
7060 W Windmill Lane
Las Vegas, NV 89113 and

Online via YouTube

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

I. Roll Call and Pledge of Allegiance

II. Public Comment

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

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

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

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

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

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

- III. Board Action to accept Proposed Agenda (For possible action)
- IV. Executive Session- This will be a closed session estimated to require up to 45 minutes.
 - A. Discussion regarding the Executive Director's performance evaluation for the period July 1, 2022 through June 30, 2023.
- V. Approval of Proposed Minutes (For possible action)
 - A. [Special Board Meeting, June 28, 2023](#)
 - B. [Risk Management Committee Meeting, July 13, 2023](#)
 - C. [Regular Board Meeting, July 13, 2023](#)
- VI. Chair's Report
 - A. Trustees Report
 - B. Foundation Meeting Minutes- August 17, 2023: [Board-minutes-8.17.23.pdf \(thelibrarydistrict.org\)](#)
- VII. Library Reports
 - Possible Board discussion of one or more staff reports outlining library activities and highlighting selected administrative activities following the preceding Board meeting.- [Town Hall presentations added](#)

Trustees should indicate the individual reports they would prefer to discuss.

- A. [Executive Director's Report - Kelvin Watson](#)
 - 1. Program and Delivery Services
 - a. [Library Operations and Security Reports and Monthly Statistics](#)
 - 2. Program Support Services
 - a. [Branding and Marketing Report and Monthly Statistics](#)
 - b. [Community Engagement Report and Monthly Statistics](#)
 - c. [Development and Planning Report](#)
 - d. [Information Technology Report](#)
 - 3. Administrative Support Services
 - a. [Financial Services Report](#)

- b. [General Services Report](#)
- c. [Human Resources Report](#)

VIII. Unfinished Business- None

IX. New Business

A. Consent Agenda

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

B. Regular Agenda

1. [Possible Board discussion and action regarding the Executive Director's performance evaluation for the period of July 1, 2022 through June 30, 2023.](#)
2. [Discussion and possible Board action to nominate and appoint a Las Vegas-Clark County Library District Board Trustee, as a Director for the Las Vegas-Clark County Library District Foundation Board of Directors.](#)
3. [Discussion and possible Board action regarding contract award for Landscape Maintenance Services.](#)
4. [Discussion and possible Board action regarding contract award for the purchase of One \(1\) Yamaha CFX Series Concert Grand Piano.](#)

X. Announcements

Summerlin Library Outdoor Fall Festival on October 7, 2023 at 10:00am-2:00pm. 1771 Inner Circle Drive, Las Vegas, NV 89134.

The October Board meeting will be held on Thursday, October 12, 2023, at 5:00pm. Location: Sahara West Library, 9600 W Sahara Avenue, Las Vegas, NV 89117.

The November Board meeting will be held on Thursday, November 9, 2023, at 5:00pm. Location: Centennial Hills Library, 6711 N Buffalo Drive, Las Vegas, NV 89131.

The December Board meeting will be held on Thursday, December 14, 2023, at 5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Road, Las Vegas, NV 89101.

XI. Public Comment

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

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

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

XII. Adjournment

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

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

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

Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, www.lvccld.org and at Nevada Public

Notice at <https://notice.nv.gov>. Written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on Friday, September 8, 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. Las Vegas-Clark County Library District website
www.lvcclld.org
- C. By mailing a copy of the notice to each person, if any, who has requested notice of the meetings of the Las Vegas-Clark County Library Board of Trustees in the same manner in which notice is requested to be mailed to a member of the Library Board of Trustees.
- D. Live Stream Connection information:
<https://youtu.be/G4f1GCKnKCO> or

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Visit the Library District's YouTube channel:
[Youtube.com/TheLibraryDistrict](https://www.youtube.com/TheLibraryDistrict)

ITEM V.A.

**PROPOSED MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
SPECIAL BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
JUNE 28, 2023**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session via Zoom, Las Vegas, Nevada, at 3:00 p.m., Wednesday, June 28, 2023.

Present:	Board:	N. Waugh, Vice-Chair	J. Melendrez
		J. Jiron	F. Ortiz
		K. Benavidez	E. Sanchez
	Counsel:	G. Welt	
	Absent:	E. Foyt	K. Whiteley
		K. Rogers	
	Staff:	Kelvin Watson, Executive Director	
		Numerous Staff	
	Guests:	Scott Abbott, Labor Counsel	

The meeting began at 3:00 p.m.

**Roll Call
(Item I.)**

All members listed present above represent a quorum. Appendix A.

**Public Comment
(Item II.)**

Grant Davis, President of the Teamsters Local 14. 6309 Cambridge Creek Court, Las Vegas, NV 89149

Mr. Davis wanted to speak on the recently concluded CBA bargaining and the agreements on the agenda. He thank Jeff Serpico, Human resources Director and Attorney Scott Abbott for their professionalism in the bargaining process. He expressed his gratitude for their cooperation in the negotiating of the new collective bargaining agreement. The dedication to ensuring a fair and equitable workplace for all employees is truly commendable, he is grateful for the commitment to fostering a positive and productive work environment. The willingness to engage in open and honest dialogue throughout the negotiation process was instrumental in reaching a mutually beneficial agreement. The attention to detail and willingness to listen to the members' concerns, helped to ensure that the new CBA is comprehensive, fair, and reflective of the needs and interests of all stakeholders. He also thanked the committee for the work done. The new CBA is a testament to the dedication and hard work of everyone that's involved, and I am confident that it will serve as a foundation for strong and prosperous partnership for many years between the District and its employees. He expressed that Local 14 is also looking forward to many more years of cooperating with the District as the bargaining representative for the employees.

**Agenda
(Item III.)**

(This item was not mentioned in the meeting)

**New Business
(Item IV.)**

**Discussion and possible Board action to authorize the Executive Director to sign the proposed collective bargaining agreements with Teamsters Local Union No. 14 that were voted on by the membership on June 11, 2023.
(Item IV.A.)**

Jeff Serpico, Human Resources Director explained the Library District met with Teamsters Local Union 14, between the months of May and June for a total of ten bargaining sessions. The Library District and Teamsters Local 14 Union have reached agreement on new contracts for each of the collective bargaining units, which are due to expire on June 30th of 2023.

Trustee Ortiz wanted to point out that the District is paying 90 percent of the staff health insurance and 100 percent of the PERS. Mr. Ortiz also stated he doesn’t have an issue with Union employees but the way it’s read, it applies to all employees. He asked was it intentional to capture a 44 percent to management employees. Mr. Serpico responded that management employees did not get carved out and the carve out to the administration team is pending the compensation survey and determining the reasonableness of those pay ranges for the administrative team. Koff and Associates gave a presentation that matched the administrative team to pay ranges with similar organizations.

Vice-Chair Waugh reminded everyone that the Administration team compensation is more appropriate for the next agenda item.

Trustee Sanchez asked if there was anything the general public should know in regards to the COLA increases and want to know the process it took. Scott Abbott responded that several years ago the District changed to merit increases instead of doing step increases that went from year to year as people progressed through their positions. He also explained that most District employees have been with the District for a long time. They are valued and valuable workforce, they’re dedicated to what they do, and that’s referenced by the low turnover statistics and as they progress upward, they do become beneficiaries of both the COLA and the merit increase. Mr. Abbott explained that due to inflation and the rise in cost of living, it isn’t uncommon to see a higher COLA increase.

Vice-Chair Waugh asked if there was any discussion or concern about compensation compression. Mr. Serpico responded that there were a few conversations around it. He said that anytime you put in a new compensation plan, especially one where the minimums were moving, but several of the maximums were coming down. The 5 % COLA is meant to relieve some of the compression of the folks who are already in their new pay grades, while others may have required a little more to get to the new minimum. Also, with the 4 percent merit that first year, that will relieve some of the compression also, because the minimums were significantly below market, but the maximums were over. This agreement reached with Teamsters, which took quite a bit of work, helps relieve that as much as possible and in a responsible way.

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Trustee Melendrez made a motion to authorize the Executive Director to sign the proposed collective bargaining agreements with Teamsters Local Union No. 14 that were voted on by the membership on June 11, 2023. Trustee Jiron second the motion.

There was no opposition and the motion carried.

Discussion and possible Board action to extend contractually agreed-to items to employees not covered by a collective bargaining agreement inclusive of the Administrative Team. (Item IV.B.)

Mr. Serpico clarified that the merit is not automatic. There is a new performance evaluation. If someone receives an LOR or cannot meet successful standards, no merit will be received.

Trustee Sanchez asked if the employees being aligned with the administrative team was done before and when was the last time it has been done. Mr. Serpico stated it had been done, but there had not been a compensation benchmarking survey done in at least seven or eight years. As the salary grades continued to move up, there wasn't that external check to see that they're in line with what you would see at other organizations. Koff and Associates did a survey of the complete salary and benefits of ten organizations- similar libraries and local government entities, compared the District's pay and benefits, and gave their recommendation in terms of pay grades for the benchmark positions. As a result the administrative team, formerly known as the executive team and there pay was frozen around February of the previous year and there were no increases for over a year pending the results of the survey. As a result of the survey, all of the Administrative team were put in the same pay grade, with exception of the Executive Director. A new salary structure (pay grade minimums and maximums) was put in place for members of the A-Team. Some were put in their own grade because the market warranted it. Some ended up in the same grade because the values of those jobs were found to be similar in worth. As a result, several members of the executive team at the time, now known as the administrative team, had their maximums reduced from, I want to say around 209,000 to 174,000. Now that there are controlled salaries, an external survey is done every so many years to ensure the District's ranges are valid. There are other ways of rewarding performance if people are at their maximum to not allow people to exceed the maximums. The results of that survey also were the basis of the new staff compensation plan, which cause a bit of a market bump to get people into those new pay grades.

Trustee Ortiz stated that the staff was getting a \$4,000 car allowance a year, and didn't have a car, and nobody said anything. When it was looked into, the compensation schedule was the result. The CFO got a 30 percent pay increase. He mentions that a 44 percent increase is a lot of money because no one is making less than \$139,000. Trustee Ortiz states he does not think it is sustainable and will be voting against the item.

Vice-Chair Waugh stated that it was unfortunate that the administrative team had to go three years without a pay raise and believes that whatever is bargained for those under contract should be bargained for non-union covered employees because this is standard process in other jurisdictions.

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Trustee Jiron Mas a motion to extend contractually agreed to items to employees not covered by a collective bargaining agreement, inclusive of the administrative team. Vice-Chair Waugh second the motion.

All Trustees were in favor of the motion, except for Trustee Ortiz who opposed the motion and Trustee Sanchez abstained from voting because she was not a part of any of the decisions made on it.

The motion carried.

Vice-Chair Waugh and Trustee Ortiz thanked all District staff.

**Public Comment
(Item V.)**

None.

**Adjournment
(Item VI.)**

Vice-Chair Waugh adjourned the meeting at 3:30p.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

ITEM V.B.

**PROPOSED MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' RISK MANAGEMENT COMMITTEE MEETING
LAS VEGAS, NEVADA
JULY 13, 2023**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at Rainbow Library, Las Vegas, Nevada, at 4:30 p.m., Wednesday, July 13, 2023.

Present: Committee: J. Jiron, Committee Chair J. Melendrez
N. Waugh, Ex Officio

Board: K. Benavidez E. Foyt
E. Sanchez

Counsel: G. Welt

Absent:

Staff: Kelvin Watson, Executive Director
Numerous Staff

Guests: Brandon Lewis, USI Insurance

The meeting began at 4:31 p.m.

**Roll Call
(Item I.)** All members listed present above represent a quorum. Appendix A.

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

**Agenda
(Item III.)** (This item was not mentioned in the meeting)

**New Business
(Item IV.)**

Discussion and possible Committee action regarding a report from the District's Broker regarding recommendation for contract award for property and casualty insurance and public officials and John Vино, General Services Director and Brandon Lewis, USI Insurance presented pages 6 through 61. Mr. Vино reported that The District's property and casualty insurance and public officials and employment practices liability insurance policies renew on July 15th. USI Insurance Services, Broker of Record, conducted a thorough review of the District's current policies and coverages and prepared a proposed insurance package and recommendations for contract award. The Board of Trustees' Risk Management Committee is scheduled to meet with the Broker of Record prior to the Board meeting for presentation of the Broker's proposal and to discuss staff's review and recommendation for contract award. The Risk Management Committee will bring forward a recommendation for contract

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July 13, 2023
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**employment
practices liability
insurance for the
policy year
commencing on July
15, 2023.
(Item IV.A.)**

award to the Board of Trustees at the July 13th meeting. The recommendation to the Board of Trustees is that a contract for property and casualty insurance and public officials and employment practices liability insurance be awarded through USI Insurance Services to Travelers, Chubb/Federal, Benchmark, Tokio Marine Specialty, Great American, Indian Harbor, and Atlantic Specialty at an annual premium, not to exceed \$418,577.21, for the policy year commencing on July 15, 2023, subject to final review by Counsel. Only changes were Travelers- the agreement with Travelers to provide an increase of 2 percent on our property due to inflation and minor changes in deductibles and adding East Las Vegas QALICB as an additional insured to the policy.

Brandon Lewis reported that the broader insurance markets have been extremely challenging the last few years. Property insurance has been the major concern. Back at January 1 renewals, the average rate increased from 50 to 200 percent in the reinsurance markets, which drives down to the primary buyers of property insurance. He also states that the renewals are competitive and are more competitive than what is seen in the marketplace.

Mr. Vino wanted to state for the record that the practice for the District is to go back to the current insurers for three years and to do a full market survey to get better prices.

Trustee Sanchez asked if this contract is for the next three years. Mr. Vino responded that the Broker of Record does a market survey of all of the policies every year to confirm the prices are fair. This is a yearly review with the existing insurers. Per Board requirements, a full market bid of all policies, with an RFP to the full insurance market is done every three years.

Trustee Waugh made a motion to recommend to the Board of Trustees that a contract for property and casualty insurance and public officials and employment practices liability insurance be awarded through USI Insurance Services to Travelers, Chubb/Federal, Benchmark, Tokio Marine Specialty, Great American, Indian Harbor, and Atlantic Specialty at an annual premium, not to exceed \$418,577.21, for the policy year commencing on July 15, 2023, subject to final review by Counsel. Trustee Sanchez second the motion.

There was no opposition and the motion carried.

**Public Comment
(Item V.)**

None.

**Adjournment
(Item VI.)**

Trustee Jiron adjourned the meeting at 4:40p.m.

Respectfully submitted,

Jennifer Jiron, Secretary

ITEM V.B.

**PROPOSED MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
July 13, 2023**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Rainbow Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, July 13, 2023.

Present:

Board:	N. Waugh, Chair	K. Whiteley
	E. Foyt	J. Melendrez
	K. Rogers	J. Jiron
	K. Benavidez	E. Sanchez

Counsel: G. Welt

Absent: F. Ortiz- Excused

Staff: Kelvin Watson, Executive Director
Numerous Staff

Guests: Barry Burns, Kutak Rock
Troy Villafara, Crescent Growth Capital
Dennis Martinez, Crescent Growth Capital
Emanuele Arguelles, KME Architects
Melvin Green, KME Architects

[Closed Executive session off record from 5:00 p.m. to 5:38 p.m.]

Regular session called to order at 5:38 p.m.

Roll Call (Item I.)	All members listed present above represent a quorum. Appendix A. Chair Waugh led attendees in the Pledge of Allegiance.
Public Comment (Item II.)	None.
Agenda (Item III.)	Trustee Rogers made a motion to accept the proposed agenda. Trustee Whiteley second the motion. There was no opposition and the motion carried.
Approval of Proposed Minutes of the Regular Board of Trustees Meeting on May 18, 2023, Nominating Committee Meeting on June 1, 2023, and	Chair Waugh had one correction to remove Chair Wilson's name in the adjournment section of the June 1, 2023 Nominating Committee Meeting. Trustee Sanchez moved to approve the Minutes of the Regular Board of Trustees Meeting on May 18, 2023, Nominating Committee Meeting on June 1, 2024 (with correction), and Regular Board of Trustees Meeting on June 1, 2023. Trustee Whiteley second the motion.

**Regular Board of
Trustees Meeting on
June 1, 2023.
(Item IV.)
Chair's Report
(Item V.)**

There was no opposition and the motion carried.

Chair Waugh reported that he messaged all Board members with the evaluation for Director Watson. He asked that the forms be returned to him by August 15, 2023 to conduct the evaluation at the September meeting.

**Library Reports
(Item VI.)**

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

Kelvin Watson, Executive Director thanked all of the Trustees that attended the American Library Association on behalf of the Library District. He also thanked the Library staff for their continued hard work that is provided to the community and receiving the 2023 Library of the Future award. Something special will be planned for the staff in the near future as a thank you token.

Director Watson also mention the new branding campaign, Free to Be that eye-catching at every branch with banners. He thank the Branding and Marketing team, General Services team, and all other staff involved.

Trustee Sanchez asked which Trustees attended the ALA Conference. Director Watson responded that Trustee Foyt, Trustee Rogers, Trustee Melendrez, Trustee Jiron, and Trustee Ortiz attended the conference.

Chair Rogers, Trustee Jiron, Trustee Foyt, and Trustee Melendrez thanked Eboni Nance, Executive Assistant for the traveling arrangements and arranging registration for those that attended the conference. They also thanked and congratulated Director Watson for receiving the Medal of Excellence award.

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

Chair Waugh was excited to read and asked about information on field registrars for the election that was in the Library Operations Report. Leo Segura, Library Operations Director responded that the Library District currently has field registrars and staff have been sent to be retrained and signed up to be ready to perform the duties needed if anyone comes to the library to register to vote.

Trustee Sanchez asked how is it announced for people if they want to register to vote at the library. Mr. Segura responded that it is usually posted on the district's website and through Library Operations.

Chair Waugh asked if there was a reason that Spring Valley visitors numbers were higher than others for the tutoring program. Mr. Segura was not able to give a certain answer but explained that Spring Valley has always engaged and worked well with the Andson tutors there. Also, the number of schools within the community have a need for the program.

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Chair Waugh thanked Regional Managers, Kevin Maas and Roslyn Dean for helping him to schedule visits at all 25 branches. He will have 2 more to visit to be completed of this task.

Trustee Whiteley commended the Library Operations, IT, and Branding and Marketing staff for expanding and exposing technology to customers. She expressed excitement for the All Hands on Technology Program and Digital Memory Preservation Lab. She mentioned her 75 year old mom being able to visit and had staff assist her with no problems.

**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.)**

Trustee Melendrez thank Matthew McNally, Community Engagement Director and Community Engagement team for collaborating with HUD and the Nevada Minority Health and Equity Coalition with hosting a resource fair.

**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.)**

No questions.

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

No questions.

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

No questions.

Chair Waugh accepted the Library Reports.

**Unfinished Business
(Item VII.)**

None.

**New Business
(Item VIII.)**

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

Trustee Sanchez moved to approve the consent agenda. Trustee Rogers second the motion.

There was no opposition and the motion carried.

**Discussion and possible Board action to declare fines and fees of approximately \$1,287,299.24 that are five years old, dating from the year 2018, as uncollectible, and purge from District records.
(Item VIII.A.1.)**

No questions.

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

**Discussion and possible Board action regarding the engagement of Kutak Rock LLP in connection with the new markets tax credit financing for the construction of the West Las Vegas Library Project.
(Item VIII.B.1.)**

Floresto Cabias, Chief Financial Officer introduced Barry Burns of Kutak Rock Troy Villafara, and Dennis Martinez of Crescent Growth Capital. Mr. Cabias reported that at the April 2023 Board Meeting he presented the two firms and gave an overview of the New Markets Tax Credit Program to the Board of Trustees. At that time, the Trustees authorized staff to take actions necessary to facilitate the New Markets process. At that time also the Executive Director signed off on the conflict waiver, which allowed Kutak Rock to begin representing the Library District and the next step would have been for the Foundation of the Library to engage Kutak Rock directly to represent the Foundation, the Library District and its other affiliates. The Foundation at its most recent meeting tabled the motion to engage Kutak Rock for a number of reasons. The one relevant here is with respect to legal fees. Under the New Markets Program, legal fees are deducted from the proceeds of the transaction. Once the entire New Markets transaction is complete, the millions of dollars that are drawn down provide a fee, so they're directly deducted by the attorneys, other consultants, and there's no out-of-pocket cost to the Library District or any of its affiliates. However, there is the possibility that should the New Markets transaction not close that the Foundation as the entity engaging Kutak Rock would be responsible for up to \$110,000 in potential legal fees. It is unlikely to happen since all parties involved are highly motivated to ensure that the transaction closes. The Foundation had a question as to who will be responsible for the fees should the transaction not close and this is the reason staff is recommending that the Library District engage Kutak Rock to alleviate the concerns of the Foundation to continue moving forward in the New Markets process.

Trustee Sanchez asked if there was a possibility of creating a new Foundation, would it be able to be done in a timely manner. Mr. Cabias answered if it was necessary, it could be done in a timely manner. He spoke with General Counsel Welt, and should the Foundation choose to not

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participate in the New Markets transaction would be the only reason the District would consider engaging another Foundation or leverage lender to move forward. In lieu of the Foundation, if they choose not to participate, the District would require what's called a leverage lender, which the Foundation has always served as in the prior to New Markets deals. But any nonprofit corporation can be partnered with the Library District to serve as a leveraged lender and continue the New Markets process. And there would be enough time, as of right now to go in that direction, if needed.

Trustee Whiteley asked if there are any pitfalls from taking a new approach. Mr. Cabias responded, assuming that the Board approves staff to engage Kutak Rock directly, the next step for the Foundation would be to sign Kutak Rock's conflict waiver, which is necessary for Kutak Rock to represent the Foundation. If the Foundation chooses not to sign the conflict waiver, then Kutak Rock could not represent the Foundation. This would be at no out-of-pocket cost to the Foundation. The other options would be for the Foundation potentially to engage their own counsel and that would be an out-of-pocket cost to the Foundation. Another alternative would be to not engage Counsel at all so the Foundation would not be represented in the New Markets transaction. The final option would be for the Foundation to not participate in the New Markets Program. The District has already signed the waiver but a new waiver would have to be signed clarifying for Kutak Rock the relationship/ their representation of the different organizations; the Library District, the Foundation, and soon to come, nonprofit corporation, to be called West Las Vegas QALICB. Mr. Cabias stated that the District engaging Kutak Rock directly addresses the concern about fees out-of-pocket for the Foundation. Kutak Rock still would represent the Foundation, assuming they sign the conflict waiver. That's the only change from the prior deals and it's not unusual. Traditionally, Kutak Rock or special counsel and the facilitator, which is Crescent Growth Capital, can directly engage the sponsor. That's actually the traditional protocol. In the past the Foundation engaged those two firms and the rest of the process is consistent and will keep on track to successfully close this deal for the West Las Vegas New Markets Program. Counsel Welt stated that in addition, a commitment would be needed from the Foundation that they will execute other documents forthcoming.

Trustee Sanchez asked how is the District going to move forward and to speak with the Foundation. Chair Vaughn responded that there is a plan in place for Trustees Rogers (Vice Chair) to speak with the Chair of the Foundation Board. Trustee Sanchez then asked when are the signatures needed by. Mr. Burns answered that in order for Crescent Growth Capital to be able to market the deal and find those other parties to be involved with the closing process, the investor and the community development entities, he would not be able to review their documents that would govern their participation until the engagement letter is signed.

Trustee Rogers made a motion to authorize the Executive Director to execute an agreement with Kutak Rock LLP to serve as special tax credit counsel in connection with the new markets tax credit financing for construction of the West Las Vegas Library Project and to sign a revised

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Waiver of Potential Conflict of Interest, subject to final review of the engagement letter by Counsel. Trustee Melendrez second the motion. Trustee Sanchez would like to add in the motion that the Board of Trustees will speak with the Foundation Board. Trustee Rogers and Trustee Melendrez accepted the amendment to the motion.

There was no opposition and the motion carried.

Discussion and possible Board action regarding the approval for staff to make ongoing purchases of computer hardware and software, telecommunications hardware, and other related infrastructure improvements over \$75,000 for Fiscal Year 2023-2024. (Item VIII.B.2.)

Al Prendergast, Chief Information Officer reported that the District established a Technology Replacement and Upgrade Program in the Capital Projects Fund for the replacement of the District's aging technology assets and for new technology initiatives. This year's budget includes funding for the replacement of several end-of-life IT Department systems and new technologies and solutions for the branches. Some of these funds may be reallocated for newly identified priorities or to respond to unforeseen circumstances. The funding for these projects is budgeted in Technology Replacement and Upgrade Program of the Capital Projects Fund as approved by the Board of Trustees in the Fiscal Year 2023-2024 Adopted Budget. Any budgeted funds that are not expended during the fiscal year will remain in the Technology Replacement and Upgrade Program for use in future years. And the budget expenditures are limited to the budgeted funds. The purpose of this agenda item is to pre-approve all Fiscal Year 2024 technology purchases over \$75,000 and provide insight into our plans for the new fiscal year. Rather than separately submitting each purchase request for over \$75,000 to the Board for approval, the IT department is respectfully requesting that the Board of Trustees give staff the authorization to approve technology related purchases exceeding \$75,000. NRS 332.115 exempts most of the items listed in the table from the formal bidding process because they're either explicitly exempt or sole sourced, and some of the items are previously competitively bid. However, as practiced by staff and as required by the District's purchasing policy, multiple informal bids may be solicited when possible, and each purchase will be reviewed and evaluated by the Information Technology staff for best possible pricing and alternatives will be explored prior to purchasing. The items listed in the table represent all of the planned expenditures from the Technology Replacement and Upgrade Program of the Capital Projects Fund. The funding for these projects is budgeted at \$2,587,000 for this fiscal year. IT Department staff will continue to provide expenditure updates to the Board of Trustees through the Executive Director's Monthly Board Report.

Trustee Jiron Made a motion for staff to make ongoing purchases of computer hardware and software, telecommunications hardware and other related infrastructure improvements over \$75,000 for Fiscal Year 2023-2024. Trustee Whiteley second the motion.

There was no opposition and the motion carried.

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**Discussion and possible Board action regarding contract award for property and casualty insurance and public officials and employment practices liability insurance for the policy year commencing on July 15, 2023.
(Item VIII.B.3.)**

John Vино, General Services Director reported that the Risk Management Committee met and approved this motion to be brought forward to the full Board. The District's property and casualty insurance and public officials and employment practices liability insurance policies renew on July 15th. USI Insurance Services, Broker of Record, conducted a thorough review of the District's current policies and coverages and prepared a proposed insurance package and recommendation for contract award. The Board of Trustees' Risk Management Committee is scheduled to meet with the Broker of Record prior to the Board meeting for presentation of the Broker's proposal and to discuss staff's review and recommendation for contract award. The Risk Management Committee will bring forward a recommendation for contract award to the Board of Trustees at the July 13th meeting.

Trustee Jiron made a motion to award a contract for property and casualty insurance and public officials and employment practices liability insurance to be awarded to USI Insurance to Travelers, Chubb/Federal, Benchmark, Tokio Marine Specialty, Great American, Indian Harbor, and Atlantic Specialty at an annual premium, not to exceed \$418,577.21, for the policy year commencing on July 15, 2023, subject to final review by Counsel. Trustee Whiteley second the motion.

There was no opposition and the motion carried.

**Discussion and possible Board action regarding contract award for renovations and flooring replacement for the Spring Valley Library.
(Item VIII.B.4.)**

Mr. Vино reported that Spring Valley is overdue for a complete branch refresh. The District has worked with LGA Architects over the last year to come up with plans for the branch. Funds are allocated in Capital Projects Funds for renovations to the Spring Valley Library, including new flooring throughout, a computer center, new teen zone, and study rooms. An invitation to bid was advertised in the Review Journal, it was posted on the District's website, it was emailed to minority Chambers of Commerce as well as listed in the NGEM system, the Nevada Government eMarketplace. The bid opening was held on May 31st, a total of five bids were received. The bid results are as follows: Wallin Construction, which was nonresponsive; Savi Construction at \$447,767; American Southwest bid 538,334; Monumental Construction, 546; and KOR Building Group, 772,000. The lowest responsible and responsive bidder was Savi Construction. Savi is a minority-owned business. Three of the four were actually either women-owned or minority-owned businesses that bid. We are requesting a motion to authorize staff to award a contract for renovations and flooring replacement for Spring Valley Library in accordance with Bid No. 23-09 to Savi Construction, for the amount of \$447,767; and to authorize staff to award the contract to the next lowest responsive and responsible bidder if Savi Construction, fails to comply with the contract documents and construction specifications or fails to execute the contract.

Trustee Whiteley asked if the District has used them before. Mr. Vино responded that Savi was not used before but have worked with their subcontractor.

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Trustee Whiteley made a motion to authorize staff to award a contract for renovations and flooring replacement for Spring Valley Library in accordance with Bid No. 23-09 to Savi Construction, for the amount of \$447,767; and to authorize staff to award the contract to the next lowest responsive and responsible bidder if Savi Construction, fails to comply with the contract documents and construction specifications or fails to execute the contract. Trustee Sanchez second the motion.

There was no opposition and the motion carried.

Discussion and possible Board action regarding approval of design development for the new West Las Vegas Library. (Item VIII.B.5.)

Mr. Vino introduced Emanuele Arguelles and Melvin Green of KME Architects. Mr. Arguelles presented boards of physical materials for the interiors of the building. They're representative of the main materials that are going to be spread throughout the building to feel the textures. One board that has a couple of images and there's some images within the package as well too that can help identify where those materials are going to be placed. Mr. Vino also stated that a big part of the design development is the budget, and to get budget estimates, at FDD, The District is at 80 percent, ready to move to construction documents and actually start permitting. The District is coming in closer to \$40 million. Mr. Vino stated that his biggest issue is comparing the last built library, East Las Vegas to the new project remembering that material from two years ago. Groundbreaking is planned for October and waiting for permitting that could be four months.

[Refer to pages 230 through 587 of the General Services Report.]

Chair Vaughn asked if there was a reason there isn't an amount in the motion. Mr. Vino responded that a dollar amount is not up for approval, it's a procedural approval to move forward to construction documents.

Trustee Jiron made a motion to approve design development for the new West Las Vegas Library and to authorize staff to have KME complete construction documents and submit for plan check review. Trustee Rogers second the motion.

There was no opposition and the motion carried.

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**Announcements
(Item IX.)**

No August Board of Trustees meeting. Enjoy your Summer!

The Finance and Audit Committee meeting will be held on Thursday, September 7, 2023 at 3:30 pm via zoom.

The September Board meeting will be held on Thursday, September 14, 2023, at 5:00pm. Location: Windmill Library, 7060 W Windmill Lane, Las Vegas, NV 89113.

The October Board meeting will be held on Thursday, October 12, 2023, at 5:00pm. Location: Sahara West Library, 9600 W Sahara Ave, Las Vegas, NV 89117.

Trustee Melendrez thanked Director Watson, Eboni Nance, all directors, and library staff for helping him serve his time on the Board of Trustees.

**Public Comment
(Item X.)**

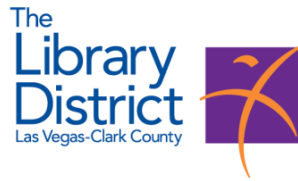
None.

Adjournment (Item XII.)

Chair Waugh adjourned the meeting at 6:47p.m.

Respectfully submitted,

Jennifer Jiron, Secretary



ITEM VII.A.

MEMORANDUM

TO: Board of Trustees

FROM: Kelvin A. Watson, Executive Director

DATE: August 31, 2023

SUBJECT: Executive Director's Monthly Reports, August and September 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' September 14, 2023 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

July 2023

Attended the Urban Chamber of Commerce State of the Chamber Address.

Speaker for the Virginia Library Association Librarians of Color Forum Level UP: Mentorship Series

Attended the Vegas Chamber of Commerce Business Power Play Luncheon featuring Kerry Bubolz, Vegas Golden Knights President.

Met with Chef Jeff to follow up on potential partnership with upcoming food truck(s) and programming.

Attended the Nevada State Treasurer's Back to School Fair at East Las Vegas Library. Over 1,000 backpacks were given away.

Attended the NBA Summer League Military Appreciation Night and was presented with a veteran award from the NBA Summer League.

Interviewed with the Nevada State Treasurer's Office, "Making Cents with the Treasury" Radio show to discuss Library programming, resources and briefing of the Back to School Fair.

Met with Ashley Dodson, founder of Lovee Inc. to discuss potential partnership with Library District.

Follow up meeting with The Beckley Group to discuss moving forward with Leadership Assessments for LVCCLD staff and leadership development.

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

Interviewed with the "Just Buy My Vote" Podcast to discuss the Library District. Also, how to use and leverage our resources when searching.

Participated in the planning meeting for the #GetConnected event with Cox Communications and LVCCLD staff.

Interviewed with KPBS and Nevada Week in Person show to discuss Free to Be campaign, Local Libraries updates.

Attended the National Association of Workforce Boards meet and Greet at Sahara West Library. Discussed the collaborative work between Workforce Connections and the Library District.

Met with Jo Cato of Periwinkle Group to discuss LVCCLD participation in the African Chamber of commerce Conference. As well as Library District resources and data bases.

Interviewed with Jannelle Calderon of Nevada Independent to discuss the Free to Be campaign.

August 2023

Attended the One Year Anniversary Celebration for EmployNV Youth Hub at West Charleston Library.

Attended Dr. Lisa Morris Hibbler of City of Las Vegas Retirement Celebration.

Participated on the interview panel for Multimedia Marketing Specialist candidates.

Participated in RTC and LVCCLD follow up meeting for new project to expand digital access to resources with RTC at RTC bus terminals.

Attended the Digipalooza Conference as guest speaker for session- Access for All: Digital reading campaigns designed to reach underserved audiences. While in Cleveland, I also had the opportunity to visit East Cleveland Public Library and Cleveland Public Library. I was able to meet leadership and staff members at the libraries to share about what we are doing at LVCCLD.

Participated on the interview panel for the Regional Manager candidates.

Hosted the LVEA members at an open house to tour Windmill Library, Service Center, and get library resources/program updates.

Hosted the kick-off event for the #GetConnected partnership with Cox Communications to offer hotspot access to card holders.

Attended the Latin Chamber of Commerce-Business & Networking Luncheon.

Interviewed for Enterprising People Radio Show to promote latest LVCCLD programs.

Attended round table discussion with Congresswoman Susie Lee and Three Square Leadership while observing the Three Square Meal service at Spring Valley Library.

Participated in the Communico Product update webinar.

Hosted Three Square Meet and LVCCLD Leadership Meet and Greet/ Tour of Windmill Library.

Met with Dustin Holland Better World Books to review their proposal for weeded books.

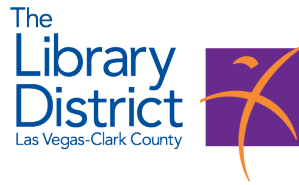
Attended the Cox Communications Event to launch their new fiber offering,

Participated in DPLA e-book meeting to discuss and review options for their proposed e-book offering to libraries.

Participated in the Empowering Outreach Through Technology Webinar.

I attended the following meetings/events during the months of July & August:

- Bi-weekly meetings with Administration team
- Attended the LVEA weekly meetings
- Participated in the Library Director's monthly call
- ULC Director/CEO weekly zoom
- Attended the Latin Chamber of Commerce Breakfast
- Attended the Southern Nevada Library Director's meeting
- Attended the OCLC Global Council Connect meeting
- Attended event for Malcom Mitchell
- Attended the LVCCLD Foundation special board meeting
- Attended the DPLA Board meeting
- Participated in the ULC Democracy Advisory Group Meeting
- Participated in Regular Board of Trustees meeting
- Employee Related personnel meeting
- Participated in a NLA Discussion Meeting
- Attended Administration Team Huddle
- Attended the Happiest Hour & Networking Event for Asian Chamber of Commerce
- Attended Fundraiser event at The Center
- Participated in Digipalooza presentation rehearsal
- Attended Junior Achievement of Southern Nevada event



ITEM VII. A.1.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: July 31, 2023

SUBJECT: Library Operations Activity Report, August 2023

This memorandum reports on the Library Operations Department's activities and project updates, and analytics compiled from the period of **June 1 – June 31, 2023**.

Powerful People

- Library Operations concluded recruitments for one (1) Branch Manager, one (1) Adult Services Assistant, four (4) Youth Service Assistants, two (2) Multiservice Assistants, and one (1) Customer Service Assistant.
- The Library District signed up **7,927** new library card users in June 2023, an 18% increase over the same period in 2022 and 90% of pre-pandemic totals. For the Fiscal Year 2023 (FY23), staff issued **99,650** new **library cards**.
- Gate count in June was **353,416** continuing our trend with a 3% increase from June 2022 but still only 70% of 2019 numbers.
- During June, staff answered **37,420** reference questions and conducted **136** curbside deliveries.
- Our volunteers logged **1,915** hours of service to the Library District.
- **225** Homeschool sessions were logged.
- **46,870** Wi-Fi sessions were logged for June.
- 223 Full-time union eligible and 258 non-eligible Library Operations employees appreciate the time and efforts put in by our various teams to get us through negotiations along with Board resolutions passed, approving compensation for union members and extended to unrepresented employees by the Board of Trustees.

Significant Changes facilitated by Library Operations Administration and in conjunction with the Administration Team FY-2023: July 1 – June 30, 2023

- Implemented Person-in-Charge training for Staff including:
 - See Something Say Something ◦ Interacting with Law Enforcement
 - Management of Aggressive Behaviors (MOAB)
 - Kids not for Sale
 - Nevada Partners for Homeless Youth (NPHY) and Child Safety Refresher
 - Homeless Outreach Team (HOT) from Metro
- Rolled out Communication Expectations for staff.

- Started a process to shift to a more Customer-focused service model or one that includes more self-determined/help user model
- Worked with IT and GS to implement and train customers on 3D printing
- Worked with IT and GS to implement kiosks from Clark County Assessor and Nevada Legal
- Continued consolidating service points, and implementing multiservice staff as we go through branch remodels.
- Worked with AT and Branch Staff to help implement **Teen Zone** at the West Charleston and Rainbow Libraries and implemented new staff to help support programming

Powerful Places

- Library Branches improved overall circulation to **896,675** items, a 3% increase over June 2022. Our annual FY end circulation was 10,704,658 which was a 13% increase compared to the previous year.
- **81** passports were issued with **\$3,697** in fees collected.
- **87,109** PC internet sessions were logged which was a .2% increase from 2022.
- **The Best Buy Teen Tech Center** had their annual site assessment where Best Buy comes out to make sure the center is grant compliant. Best Buy released a statement saying we are a "Green Site" meaning we passed with rave reviews. Best Buy Recommendations will be coming to update our center and they did mention that we are eligible for the room refresh grant. Since we took great care of the space and the furniture, carpet, and paint still look great they are recommending that we put in a sink and a vent. Details on this will be coming soon.
- **Bunkerville Library** experienced increased wildlife encounters during the park and walking path renovations that concluded in June. Pictured is a wild muskrat hiding adjacent to the outdoor bookdrop. The muskrat was relocated through Animal Control.
- General Services installed **security cameras** at **Enterprise Library**.
- **East Las Vegas** had an **alarm** installed and guard hours updated
- **Goodsprings** outdoor refresh made the building look new again. Not only were the front and back doors sanded and repainted, but the new signage has been installed on them, a new VGK banner has been hung, and the hours of operation sign on the north end of the library has been updated.
- **Sahara West** Library Bookstore sales receipts were \$7,945.72.
- **Spring Valley** Library offers a place for families to get out of the summer heat and participate in family programs (storytimes, sewing circle, and hydroponics), free lunches and also a kid's play area to make **friends**.



Significant Changes facilitated by Library Operations Administration and in conjunction with the Administration Team FY-2023: July 1 – June 30, 2023

- Increased hours at **Greater Clark County Branches** and adjusted hours to better reflect the usage and needs of each community.
- Worked with GS on **refresh** planning for **Spring Valley, Enterprise, and Whitney** Libraries. Implementation to occur in FY 2024.

- Further Developed and implemented **Signature Events** and ensured that all branches are hosting one large-scale event that brings locals to the library.
- Created **teen-driven environments** where teens feel confident to lead Project Based Learning – West Charleston and Rainbow Library Teen Zones
- Contracted with **Clark County** to operate services for inmates at the **Clark County Detention Center** and North Valley Complex. Staff increase and collections are covered by the contract.



Powerful Partnerships

- **Alzheimer's Association: Caregiver's Support Group, Centennial Hills Library**
- **American Red Cross Blood Drive, Centennial Hills Library**
- **Acelero Learning Reynaldo Martinez Center, East Las Vegas Library**
- **Best Buy Teen Tech Center, Clark County Library** Employee Mentors – 3-4 Geek Squad employees attend weekly programs to mentor teens and assist with passion projects.
 - Green Screen Photography
 - Video Editing
 - Dungeons and Dragons 3D Character Modeling
 - Sculpting with beads o Tech art dot art
 - Teentober Halloween decorations for the Teen Zone
- **Blue Diamond Recreation Association**
- **The Boulevard, East Las Vegas, and Clark County Libraries** assisted with library card signups at the kiosk.
- **Clark County CARES team – Whitney Library** “I Heart Whitney Fresh Start” initiative continued our Social Worker program on June 8th. The Clark County CARES team provided CHAP assistance, Rental’s assistance, and many more social services for our Whitney community.
- **Clark County Parks and Rec. Community Centers**
- **Clark County Social Services, C.A.R.E.S. Team,** social workers at **Clark County Library**
- **Clean The World** mobile showers at various branches
- **Destination Pebbles** outreach with **East Las Vegas Library**
- **EmployNV Career Hub,** multiple locations
- **4H** performed five (5) programs for **Meadows Library** customers.
- **Green Our Planet,** multiple locations
- **Helping Hands of Vegas Valley,** Indian Springs food pantry
- **Las Vegas Metropolitan Police Department,** o Coffee with a Cop o CARE & MORE Teams

- **Laughlin Times** newspaper
- Ask a **Master Gardener**, **Laughlin Library**
- **Mesquite Municipal Court**
- **Mesquite STEAM Center** VIP Opening
- Stargazing with **NASA**, **Laughlin Library**
- **Nevada Homeless Alliance**
- **Nevada Treasurer's Office**, East Las Vegas Library
- **Opportunity Village**, **West Charleston Li rary**
- **Queens Library**, 50th Anniversary of Hip Hop
- **Searchlight Betterment organization** supports the library by spreading the word about our programs to the people in town and asking us to join in on any celebrations they might hold.
- **SoNNPIC** (Southern Nevada Nonprofit Information Center), **Clark County Library**.
- **Speak Out 2.0** Talk Radio Show, Laughlin NV
- **Spring Mountain Ranch State Park**, **Blue Diamond**
- **Stupak Community Center**
- Summer Challenge partners/performers
- **Three Square**, youth and senior meals at multiple locations,
- **Trader Joe's Rescue Foods**, food pick-up program at IS provided 347 deliveries
- **UNLV**, o **America Reads America Counts**, tutors o **Lobby Kiosk** – connecting customers to higher education and the Library District
- **UNR Little Books**, **Little Cooks** was presented over four Fridays this month to 54 attendees at the **Clark County Library** • **US Dept. of State, Passport Services**
- **United States Post Office**, Searchlight – USPS sends customers to the library to make copies for passport services causing an increase in customers and library card users.
- **Vegas PBS** presented Ready, Jet, Go! at the **Clark County Library Villa Court Senior Center** received a visit from staff at the **Clark County Library**
- **Vitalant Blood Drive**, **Centennial Hills Library**
- **Whitney Youth Service** continued their storytime at the **Wetlands Park**
- **Windmill Library** completed outreach visits to **Asorio Apartments**, **Escalante Memory**, and **Legacy House Care**

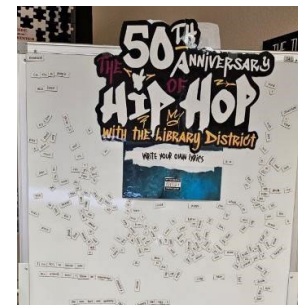


Significant Changes facilitated by Library Operations Administration and in conjunction with the Administration Team FY-2023: July 1 – June 30, 2023

- Partnered with Assisted Living Communities serving seniors and families.
- Worked with GS and the City of Mesquite to implement a library space at the Mesquite Steam Center.
- Assisted the Administration Team to develop and implement the Hope for Prisoners Library.
- Implemented the UNLV information kiosk at Windmill Library.
- Worked with Nevada Homeless Alliance and the So. NV Regional Housing Authority to check out Chromebooks and cell phones to customers.
- Continued Automation Agreements with North Las Vegas and Boulder City Libraries.
- Assisted Henderson Libraries with developing PIC training and incident reporting.

Powerful Platforms

- **Blue Diamond** hosted Drop-in STEAM programming for the community.
- **Clark County Library** is seeing steady attendance at the **Flamingo Film Club** where they show a film and feature lively discussion around the selections. The **Word Power Writers Group** is also enjoying strong participation.
- **East Las Vegas** completed their **Battle of the Bots** programs and competitions.
- Lundy Summer School completed our inaugural storywalk at **Mount Charleston Library**!
- For the Month of June, every Thursday **Mesquite Library** had a guest to **sign ASL** for our **storytimes**. They were all very well attended. Our staff hosted the Storytimes, Susan signed for children and parents. All books were recommended by the Teacher Susan David. The Monster who Lost his Mean, my second book was Monster Loves Cupcakes. After the stories we moved to the craft table where each child made a Scary Monster.
- **Moapa Town** created a bookstore for their customers.
- 3d Printing is heating up at **Moapa Valley Library**, They had 2 certification classes so far, and the interest continues with July classes fully booked within three days of releasing registration.
- **Rainbow Library** attracted over 800 customers at various Scavenger Hunts, and 100 folks attended the Adam London magic show.
- **Sandy Valley Library** continued making Graffiti signs with Inspirational words at our Saturday Art Classes, with a Hip-Hop theme and music.
- **Searchlight Betterment Organization** supports the library by spreading the word about our programs to the people in town and asking us to join in on any celebrations they might hold.
- **Summerlin Library** hosted Circle Time & Stations
 - **Nature Kids: 116**
 - **STEM for Littles: 151**
 - **Write & Play: 139**
 - **Social Emotional Skills: 126**
- **Sunrise Library** Adult Services completed 19 programs and assisted Youth Services with their 43 programs.
- The **West Charleston Library** hosted its **Signature Event: Wellness Festival** on Sunday, June 11th from 12-4pm. Our total attendance between Youth Services programming, giveaways, wellness vendors, and PVS programming was 300!
- **West Las Vegas Library** Hip Hop display encourages folks to create their own lyrics and poems, and hosted two showings of Prismatic's Laser Show for the summer challenge, to which 120 people attended.



Significant Changes facilitated by Library Operations Administration and in conjunction with the Administration Team FY-2023: July 1 – June 30 2023

- Updated **Person-in-Charge** training manual and posted online for staff
- Partnered with **Green Our Planet** to be one of the first library systems to bring hydroponics STEAM programming to the Library District. "... Hydroponic

gardens provide a natural laboratory for the community to learn the process of creating a garden in a hands-on, experiential way.”

- **All-Hands-on-Tech** – implemented with IT to bring new technology to the community so they can learn, in a fun way, about new tech and really allows the library staff to be creative in curriculum development for their programs.
- **Digital Memory Preservation Lab (DMPL)** – Lovingly called the “dimple” by library staff this powerful collection of equipment and software, put together in partnership with IT, allows customers to save a bundle while they save their memories. This DIY platform is the closest thing to a pensive. DMPL allows one to convert photographs, negatives, 8 mm, and VHS into digital formats that can be saved, backed up and shared.
- **SANDI Grant** – hosted staff and customer training using virtual reality headsets to highlight career opportunities.
- Implemented our Libraries After Dark initiative by bringing in Library Operations hosted programs like **Tales and Cocktails** which became the District’s largest book club typically hosting 60 community members each month to discuss literature over great company and equally awesome cocktails.
- Implemented Signature Programming like the **Academia Hispana De Comunicacion** and better support of existing programs like Summerlin’s Fall Festival
- Implemented **Customer Appreciation** as part of National Library Week in April.
- Added **zSpace** VR/AR computers at several branches to enhance access to STEAM training for students and adults. zSpace allows one to safely access training that would be otherwise expensive or dangerous.
- Worked with IT to implement additional service platforms for **ADA** customers like **JAWS** computers and electric, telescoping tables for customers in various-sized conveyances.

Branch Highlights



Blue Diamond
Spring Mountain
Park Interpreter



Bunkerville Library
Father's Day Craft



Centennial Hills Alien Space School
& the Library is Lava!



Clark County Chess & Puppet Show



Indian Springs Art Night



Laughlin Pride Display



Mt. Charleston Storywalk



Meadows Library 4Craft with Stupak



Moapa Town STEAM Programming



50th Anniversary of Hip Hop – Crafternoon

Moapa Valley Library



Summerlin Hydroponics



Sahara West Viva Las Vinyl Listening Club



West Charleston Wellness Fair



Juneteenth take and make



West Las Vegas Prismatic's Laser Show

Cyanotype Photography

Kudos to Yanel and Maite for a wonderful Cyanotype Photography program! Did you know that Cyanotype is one of the oldest forms of photography? I learn something new every day! Yanel cured the paper herself in order to create the blank canvas needed for our customers to create their own unique designs. 17 attendees, and some very nice comment cards with lots of feedback/advice - which demonstrates high engagement!



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: July 31, 2023

SUBJECT: Security Report, August 2023

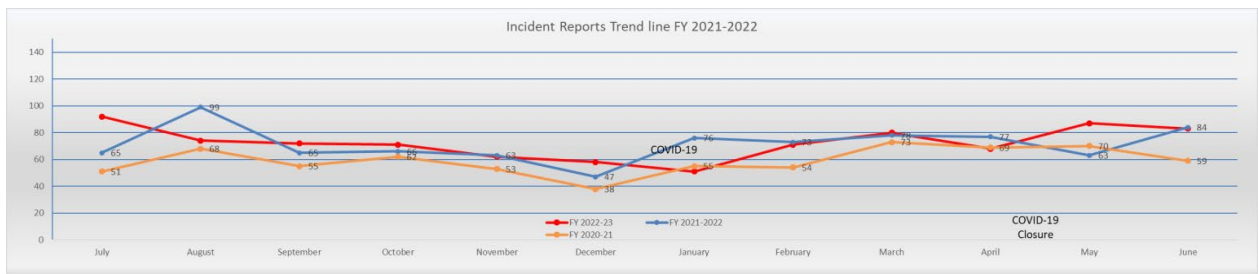
This memorandum reports on security information and analytics compiled from the period of **June 1 – June 30, 2023**.

Branch	Incident Reports				Jul-21			
	Jun-22	Jun-23	Difference	% Change	Jun-22	Jul-22 to Jun-23	Difference	% Change
BLUE DIAMOND LIBRARY	0	1	1	100.0%	1	2	1	100.0%
BUNKERVILLE LIBRARY	0	0	0	0.0%	2	0	-2	-100.0%
CENTENNIAL HILLS LIBRARY	0	4	4	100.0%	11	29	18	163.6%
CLARK COUNTY LIBRARY	29	25	-4	-13.8%	241	201	-40	-16.6%
EAST LAS VEGAS LIBRARY	2	8	6	300.0%	69	82	13	18.8%
ENTERPRISE LIBRARY	3	1	-2	-66.7%	42	20	-22	-52.4%
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	1	1	100.0%
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	2	3	1	50.0%
LAUGHLIN LIBRARY	2	0	-2	-100.0%	10	9	-1	-10.0%
MEADOWS LIBRARY	0	1	0	0.0%	4	6	2	50.0%
MESQUITE LIBRARY	1	0	-1	-100.0%	12	16	4	33.3%
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	0	0	0.0%
MOAPA VALLEY LIBRARY	0	0	0	0.0%	7	1	-6	-85.7%
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%
RAINBOW LIBRARY	4	2	-2	100.0%	24	26	2	8.3%
SAHARA WEST LIBRARY	5	12	7	140.0%	48	68	20	41.7%
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	8	6	-2	-25.0%	56	77	21	37.5%
SUMMERLIN LIBRARY	4	0	-4	-100.0%	23	37	14	60.9%
SUNRISE LIBRARY	0	2	2	100.0%	28	17	-11	-39.3%
WEST CHARLESTON LIBRARY	9	10	1	11.1%	77	85	8	10.4%
WEST LAS VEGAS LIBRARY	11	3	-8	-72.7%	56	63	7	12.5%
WHITNEY LIBRARY	4	2	-2	-50.0%	85	85	0	0.0%
WINDMILL LIBRARY	2	6	4	200.0%	31	41	10	32.3%
Total	84	83	-2	-1.2%	829	869	40	4.8%

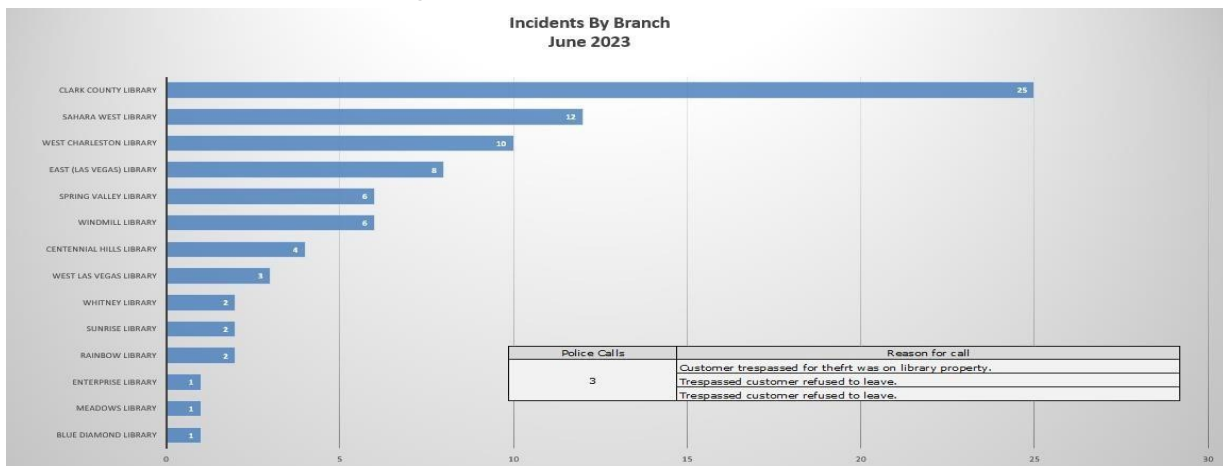
For **June 2023**, branch staff reported **83 incidents**, a decrease of 1.2% when compared to the number experienced in June 2022. During this period, the District recorded **353,416** in-person visits. **This ratio is one incident for every 4,258 visits.**

Library Operations Report
Page 10

Clark County Library had an 13.8% decrease over the same time period in 2022. Annually Clark County is down 16.6%. Enterprise reported 52.4% less incidents. Overall, the District reported 4.8% more incidents.



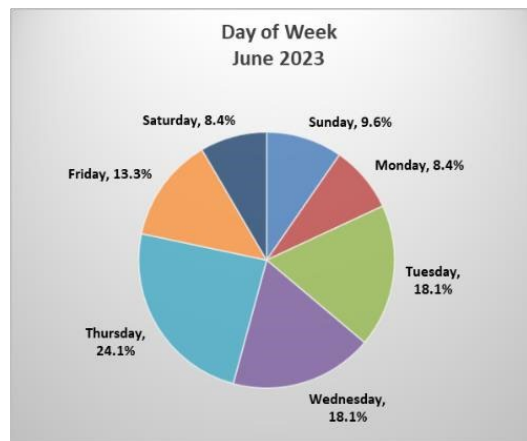
June 2023 trend line was back on target.



The **Clark County Library** recorded the highest number of incidents at **twenty-five (25) incidents**. The remaining branches reported between **zero (0) and twelve (12) incidents**. During **June 2023**, staff made three (3) calls to law enforcement. Police assistance was needed to trespass three (3) customers.



ADULT TRESPASS [1 YEAR]	26
CLARK COUNTY LIBRARY	10
EAST LAS VEGAS LIBRARY	1
RAINBOW LIBRARY	2
SAHARA WEST LIBRARY	3
SPRING VALLEY LIBRARY	2
WEST CHARLESTON LIBRARY	5
WEST LAS VEGAS LIBRARY	2
WINDMILL LIBRARY	1
ADULT BAN [LESS THAN 1 YEAR]	6
CLARK COUNTY LIBRARY	5
SUNRISE LIBRARY	1
MINOR BAN OR RPC [LESS THAN 1 YEAR]	6
BLUE DIAMOND LIBRARY	1
CLARK COUNTY LIBRARY	1
MEADOWS LIBRARY	1
SAHARA WEST LIBRARY	1
SPRING VALLEY LIBRARY	1
WHITNEY	1



Library District banned or trespassed thirty-eight (38) customers. Twenty-six (26) adults received a one-year trespass while six (6) adults received a shorter partial-year ban. Six (6) teens received a ban or were issued a Request for Parental Conference (RPC'd).

District branch staff encountered **fifty-four (54)** customer disturbances, accounting for most incident types at **65.1%**. This **ratio** is **one disturbance for every 6,545 visits**.

JUNE 2023 INCIDENT TYPE



Library Operations Report

Page 12

Library Name	Square Footage	Occupancy	Total incidents 2022-2023	INCIDENTS PER 10K SQ. FT.	Incidents per PIC
Blue Diamond	1,000	20	2	2.00	1.33
Bunkerville	1,200	24	0	0.00	0.00
Centennial Hills	45,555	689	29	0.64	3.63
Clark County	120,000	905	201	1.68	14.36
East Las Vegas	41,015	1200	82	2.00	13.67
Enterprise	26,300	526	20	0.76	4.00
Goodsprings	900	9	1	1.11	1.00
Indian Springs	1,200	24	3	2.50	2.00
Laughlin	15,562	323	9	0.58	1.13
Meadows Library	813	16	6	7.38	4.00
Mesquite Learning Center	5,464	133	6	1.10	2.00
Mesquite Library	13,313	370	10	0.75	1.25
Moapa Town	2,000	40	0	0.00	0.00
Moapa Valley	4,700	94	1	0.21	0.17
Mt. Charleston	2,800	56	0	0.00	0.00
Rainbow	26,800	808	26	0.97	3.25
Sahara West	122,000	920	68	0.56	6.18
Sandy Valley	1,200	24	0	0.00	0.00
Searchlight	1,200	24	0	0.00	0.00
Spring Valley	25,000	511	77	3.08	8.56
Summerlin	40,165	1014	37	0.92	6.17
Sunrise	23,000	345	17	0.74	2.83
West Charleston	38,900	1054	85	2.19	10.63
West Las Vegas(excluding Theater)	30,693	370	63	2.05	7.00
Whitney	24,500	563	85	3.47	12.14
Windmill Library and Service Center	142,149	994	41	0.29	4.56
	Total Square Ft.	Occupancy Rate	Total Incidents	Average	Average
	757,429	11,056	869	1.15	6.02

Fiscal Year 2023

Red cells indicate a ratio higher than the district-wide average.

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ITEM VI. A.1.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: August 31, 2023

SUBJECT: Library Operations Activity Report, September 2023

This memorandum reports on the Library Operations Department's activities and project updates, and analytics compiled from the period of **July 1 – July 31, 2023**.

Powerful People

- Library Operations concluded recruitments for two (2) Pages, one (1) Library Assistant, one (1) Computer Lab Assistant, two (2) Youth Services Assistants, one (1) Youth Services Department Head, one (1) Adult Service Department Head, and one (1) Adult Service Assistant.
- The Library District signed up **7,737** new library card users in July 2023, a 23% increase over the same period in 2022 and statistically insignificant when compared to pre-pandemic totals.
- Gate count in July was **370,591** continuing our trend with a 21% increase from July 2022 but still only 74% of 2019 numbers.
- During July, staff answered **39,070** reference questions and conducted **130** curbside deliveries.
- Our volunteers logged **1,985** hours of service to the Library District.
- **62** Homeschool sessions were logged.
- **47,955** Wi-Fi sessions were logged for July.
- Our tech wizzes at Centennial Hills and other branch libraries can answer most of your troubling technology questions, help you navigate through the internet, help you set up your new device, and much more. This event is free & open to the public; assistance and seating is based on a first come, first serve.
- **Staff at Sunrise Library** who voluntarily stayed open to the public on July 26, 2023 as a cooling station even if the building was experiencing a water emergency (outage).
- **Susan Gersh** Executive Assistant to Commissioner Gibson. Susan Gersh will be publishing all Whitney programs in the community newsletter every month to help promote Whitney's programs and resources.
- **Will Allphin** Regional Manager For Clean The World
- **Malcolm Mitchell** – NFL author



Powerful Places

- Library Branches improved overall circulation to **944,454** items, a 7% increase over July 2022.
- **59** passports were issued with **\$3,061** in fees collected.
- **88,588** PC internet sessions were logged which was a 3% increase from 2022.
- **The Best Buy Teen Tech Center** had their annual site assessment where Best Buy comes out to make sure the center is grant compliant. Best Buy released that we are a "Green Site" meaning we passed with rave reviews. Recommendations will be coming to update our center and they did mention that we are eligible for the room refresh grant. Since we took great care of the space and the furniture, carpet, and paint still look great they are recommending that we put in a sink and a vent. Details on this will be coming soon.
- **General Services and Branding and Marketing** got the Indian Springs Library entrance signage up.
- Craft'n Chat, "living room" @ **Indian Springs Library**, entertainment and fun (programs); access (virtually and in-person), libraries as a place for social services; libraries as a place to learn new skills (watercolor).
- Meadows Library may be small but showed that they can be mighty when 467 people attended their Back to School Fair.



Powerful Partnerships

- **Administration Team** finalizing MOU and process for #GetConnected CoxWiFi cards.
- **Alzheimer's Association**, Centennial Hills Library
- **American Red Cross**, multiple locations
- **Best Buy Geek Squad**
- **Blue Diamond History Committee** in support the MOU for the Blue Diamond History Project Kiosk.
- Mesquite **Breaking the Cycle Recovery Court** / John Fleming Teacher ESL
- **Celestial Manna**, Indian Springs
- **City of Las Vegas, Cultural Affairs Department** is partnering with the **Centennial Hills Library** for programming in the park amphitheater.
- **Clark County Social Services CARES Team** provided **CHAP** assistance, Rental's assistance, and many more social services for our WH community. The CARES team committed to coming to Whitney branch every second Wednesday of the month. The CARES team also has committed to provide their Social Worker every time we have our "I Heart Whitney Fresh Start" initiative as well.
- **EmployNV**
 - **Hiring Event at Sahara West Library - Fontainebleau – Tuesday, July 18th.** Hiring event pulled in 148 people in total.
- **Searchlight Library** was invited to join **Commissioner Naft's Health and Wellness Fair**
- **Clark County Parks and Rec.**, multiple locations
- **Cox Communications/Cox Charities**
- **Heling Hands of Vegas Valley**
- **Hula**
- **Las Vegas Metropolitan Police Department**
- **Laughlin Constable Town Hall Meeting**
- **Laughlin Town Manager Office**, putting folks in touch with services and government agencies.

- **Metro NEAC**
- **Parkinson Place Support Group** meets monthly at the **Sahara West Library** and is a support group for those with Parkinson's, as well as their relatives and caregivers, to engage with each other, learn better health practices, treatments, caregiving tips, as well as emotional support.
- The **Red Rock Citizens Advisory Council** meeting was held at Blue Diamond
- Kate Bloomfield notified K about the **Spring Mountain Ranch State Park's** Pioneer Days event in September. And another event in November.
- **Nevada Department of Wildlife**
- **Nevada State Parks**, Linda Shapiro from **Warm Springs Natural Area** partners with Bunkerville Library.
- **NV State Treasurer** Back to School Fair: **2000+** customers
- **River Valley Artist Guild**, Laughlin
- **Searchlight Betterment Organization** supports the library by spread the word of our programs to the people in town and asking us to join in on any celebrations they might hold.
- Mesquite **STEAM Center**
- **Three Square**, multiple locations
- **Debbie Freeman** from **United World Pageants Nevada** stopped by and dropped off 15 cases of water, 47 bags of snacks, and another 7 boxes of snacks. It came just in time as we were giving out a lot of water as part of us being an official cooling station due to the extreme heat. We gave away all of the donations during the week due to the extension of days and the excessive heat.
- **University of Nevada Reno, Little Books, Little Cooks**
- **Vegas PBS**, Ready, Jet, Go
- **Vitalant** Blood Drive, multiple locations
- **Whitney Recreation Center**



Powerful Platforms

- **Windmill Library** hosted their annual booksale and increased their door count to 1,188 surpassing their average doorcount by 400 folks. Sales added up to **\$2728.10** and our Volunteer Coordinator **Leslie Valdes** said this was the largest one-day sale ever! Branch Manager **Theron Nissen** extended special thanks to the staff and volunteers who made the day possible.
- **End of Summer STEAM Party: Mesquite** had seven table of STEAM fun! 3D Printing, Cricut, Clay modeling, Duplo Engineering, Snap circuits, STEAM LAB table with magnets, math brain games, microscope, engineering, and of course a Lego table! 75 attended, we had a very exciting 2 hours of STEAM!
- **Centennial Hills** hosted a Disney Trivia night with prizes for all ages. **Vegas Kids Zone-Kidpreneurs** reached 163 entrepreneurs at Centennial Hills Library and conducted a second program at the YMCA across the street.
- **Clark County Library** hosted their first ever **Geek Squad Mini Camp**. Six (6) Best Buy Geek Squad employees were descended upon the Best Buy Teen Tech Center to lead 26 teens through sessions and passion builds in
 - **Photography**
 - **3D Modeling**
 - **Video Game Design**



26 teens completed the summer camp and the head Geek commented, "I've been to several tech centers and this is how tech centers should look. You can tell this is a space utilized by the teens, for the teens!"

- Cox Communications/Cox Charities brought Super bowl Champion and Children's writer **Malcolm Mitchell** out to the **Enterprise and Whitney Libraries**. Mitchell read from his book *The Magicians Hat*, and gave away books to the attendees and signed autographs.
- **East Las Vegas Library** hosted a Spanish Language computer class series. Pictured are the graduating class along with Adult Services Assistant Cindy who taught the series.



- Jacques Alimusa visited his old branch, Goodsprings Library to host Jacques Day! He and the folks in Goodsprings did a STEAM program for all ages where they build little race cars.
- Jett was on [Wake Up with the CW](#) on July 7 promoting our Hydroponics and partnership with Green Our Planet.



- The Barbie Movie was such a hit even in Laughlin that the staff put together a Ken-tastic display of Barbie books!
- **Hydroponics** Open Houses are incredibly popular at **Mount Charleston Library** – we have information about the deep water culture to share and invite customers to harvest herbs and vegetables. We continue to try to expand the program, as it has become a real centerpiece for our library.
- **Moapa Town Library** We coordinated with **Clark County Parks & Rec** to allow the library to show a film in the rec center every Friday afternoon.
- **Moapa Valley Library** hosted another successful teen lock-in. The teens chose *Jaws* as their movie this time, and most of them really seemed to enjoy it. There were 26 in attendance that evening.
- **Three-square** continues to provide shelf stable meals to student's afterschool and in the summer at many of our branch locations. For the month of July, **Rainbow Library** reported that 541 total meals were distributed.
- **Sandy Valley** started up their **Film Club** again and screened the *Lincoln Lawyer*.
- **Summerlin** Adult Services conducted 22 programs for 253 customers while Youth Services conducted 20 programs for 1,386 customers.
- **Spring Valley** reported that they had the Popup Clinic here at Spring Valley offering up FREE medical screenings. This was an important partnership that the Library District helped bring to our Spring Valley customers.
- **West Charleston** Adult Services had 974 study room reservations for the month of July.
- **Windmill Library's** Spanish Conversation Class had 41 participants in July.
- **West Las Vegas** passed out over 100 bottles of water **July 1st as a cooling station**.



Best Buy Teen Tech Center (BBTTC), Teen Tycoon

Mario is the winner of our **Best Buy Teen Tech Center (BBTTC), Teen Tycoon** competition. This young fashion designer draws inspiration from three main cultures in his life: Latin, Las Vegas, and Street Art.

Mario's love for street art began when he watched his brother create beautiful and powerful graffiti art in Las Vegas. Mario was losing faith in his dreams, stating that everything was so expensive in Las Vegas. Feeling defeated, Mario walked into his school library at Sunrise Mountain High School where his librarian introduced him to the world of Makerspaces and sent him down to the Best Buy Teen Tech Center.

Mario stepped into the BBTTTC, with a huge smile on his face and was curious about every piece of technology we had. He mentioned that his high school librarian had a smaller version of the BBTTTC in their school library but he needed to level up his creations and expand his tech knowledge and horizons. As Department Head Megan Nykodym gave him the tour of the space, he kept asking how much everything cost. Megan told him that as long as his material was an original design, using our tech was free to him. Mario quickly got to work on creating his own fashion line.

It was clear from that moment that Mario was driven to success and it was easy to see Mario is goal-oriented. Megan invited him to attend our **Teen Tycoon** program and attend the **Business 101** session hosted by **Shaundell Newsome**. Mario showed up to the event prepared, ready to impress, and receive guidance and wisdom that only Shaundell can pass down. Mario was so excited that he even brought his official certificate that showed his business is registered with the state of Nevada.

Mario wants everyone to know that because the public school libraries and the public libraries work well together, he was able to reignite his passion and work toward creating his brand. He also states that "Las Vegas is a wonderful community to be a part of, full of resources and people ready to assist." He cannot wait to give back to small businesses as he begins to create his own.

In our public libraries, Mario is free to be a fearless creator, entrepreneur, and artist. His clothing brand is meant to spark individuality, originality, and pride in their Las Vegas culture. Mario has deep gratitude that his high school librarian could recommend the Best Buy Teen Tech Center to him. Mario was left speechless when he was awarded his prize money and found out that the Paul C. Blau Theater and all tech fees would be waived for his first fashion show. Mario's final words after receiving his award was, "I won't let you down" accompanied with his signature knuckle bump and accompanying big grin. Everyone is invited to Mario's first-ever fashion show from **Hearsed Designs** in the Clark County Library's Paul C. Blau Theater on **Saturday, October 28th**. He cannot wait to meet everyone that made this event possible.

- **University of Nevada Reno. Little Books, Little Cooks (UNR)** was presented over two Fridays this month to 33 attendees, Ready, Jet, Go! (Vegas PBS) was presented on one Friday this month to 20 attendees, and Engineering Simple Machines (UNR) was presented over three Tuesdays this month to 30 attendees at the **Clark County Library**.

Back to School Support

After the July Board Meeting, **Chair Waugh** requested information on what or how Library Operations was supporting our local schools and families get ready for **Back to School**. Visits can start at the end of July and peek near Halloween. Below are some of the many ways our Library Operations Staff interact with our local educators to prepare students for school.

- Backpack Giveaways and back to school fairs start in July and go through August
- School Support July, August, September, and October
 - Attend School or Parent Open Houses
 - Attend various back to school nights
 - School Supply giveaways tied to storytime
 - Classroom Visits
 - Resource Fairs and giveaways
 - Provide schools with Homework Help Services information
 - Tutors
 - Homework Help Databases, not limited to
 - Brainfuse
 - IXL
 - Biography in Context
 - Etc.
 - Library training
 - Quick Start Cards
 - Youth Service Librarian or Department Head contacts public schools, charter schools, daycares, and community centers in their service area to update all contact information.
 - Youth Service Department ranch meets with teachers and administrators to share how we can support their kids after school and during school with library visits and training.
 - Teen Specialists generally reach out to the high schools
 - One team member reaches out to homeschool families and works on engaging and developing programs and letting them know about meeting spaces.
 - Work closely with EmployNV and Jobs for Nevada Graduates (J4NG) to engage teens into using our Project SANDI headsets to explore job opportunities in Nevada.
 - Ready for Kindergarten
 - Ready for PreK
 - Southern Nevada Regional Housing Authority – backpack and resource fairs.
 - Southwest Medical Associates Back to School Fair
 - Doolittle Community Center Back to School Fair and backpack giveaway
 - Nevada Partners Back to School Fair
 - Back-to-School Youth Literacy Festival
 - Rainbow hosted an “End of Summer Celebration and Back to School Kickoff” - We have invited 14 organizations to share their resources with the community in our service area. EyeCare4Kids, LVMPD, CSN, UNLV, Vegas PBS, Northwest Career College, Immunize Nevada, and Opportunity Village.
 - Many of our branches send an annual outreach letter to educators in our service area a few days before the start of school. This letter will introduce Youth Services staff, inform them of our amazing programs and services, and encourage them to invite us to their schools.
 - Best Buy Teen Tech Center hosts Back To School Creation Stations where teens can work on or make something to get them ready for school. Participating teens will receive a school supply bundle. Stations include:
 - Mindfulness
 - Deadline Mapping the Year
 - Test Prep station where we discuss ACT, SAT, ASVAB, and AP testing resources,

- School Pride/Motivation button station where teens can make buttons that showcase their school pride or words of inspiration for the school year.
- New School Year Visioning Boards
- Open House for BBTTC parents so we can showcase where they teens will be hanging out after school and so we can build relationships with their parents in case we need them to intervene if there are any issues.
- East Vegas hosted a Back to School Fair in partnership with the State of Nevada Treasurer's office and backpacks and school supplies were given out and vendors/partners were invited to provide information, immunizations, free haircuts, basic eye screening, etc. to families.

Branch Highlights:



Windmill Library Book Sale



Blue Diamond new signage



Blue Diamond Spring Mountain Ranch State Park Lecture



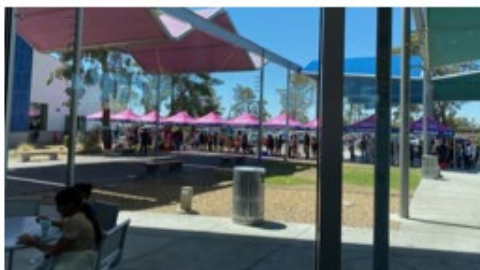
Bunkerville Library



Centennial Adult Crafter-night



Clark County Library Pirate Craft



Line to get into East Las Vegas Back to School Event in partnership with the NV Treasurer's Office



Indian Springs Entrance



Mt. Charleston Hydroponics



Moapa Town Storytime



Paul Pinion Paints the Cosmos
Moapa Valley Library



Searchlight Library Gameshow Day



Sahara West Library
Cricut 101 for Beginners



Billy Allen, Branch Manager
Whitney Library Back to School



Computers 101
West Las Vegas Library



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: August 31, 2023

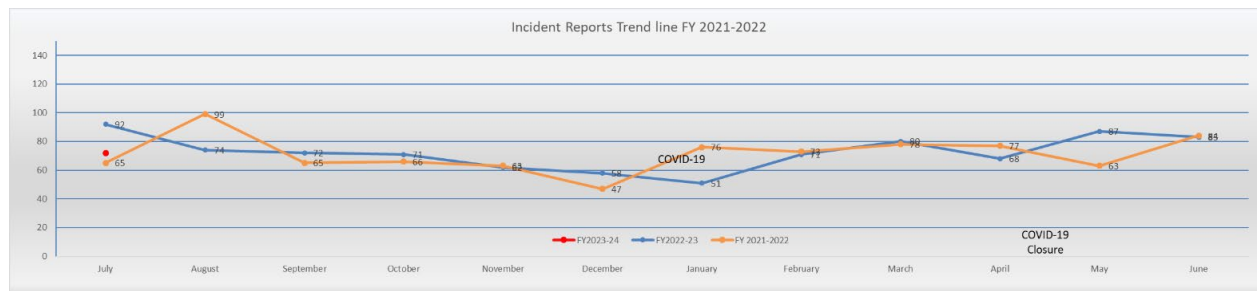
SUBJECT: Security Report, September 2023

This memorandum reports on security information and analytics compiled from the period of **July 1 – July 31, 2023**.

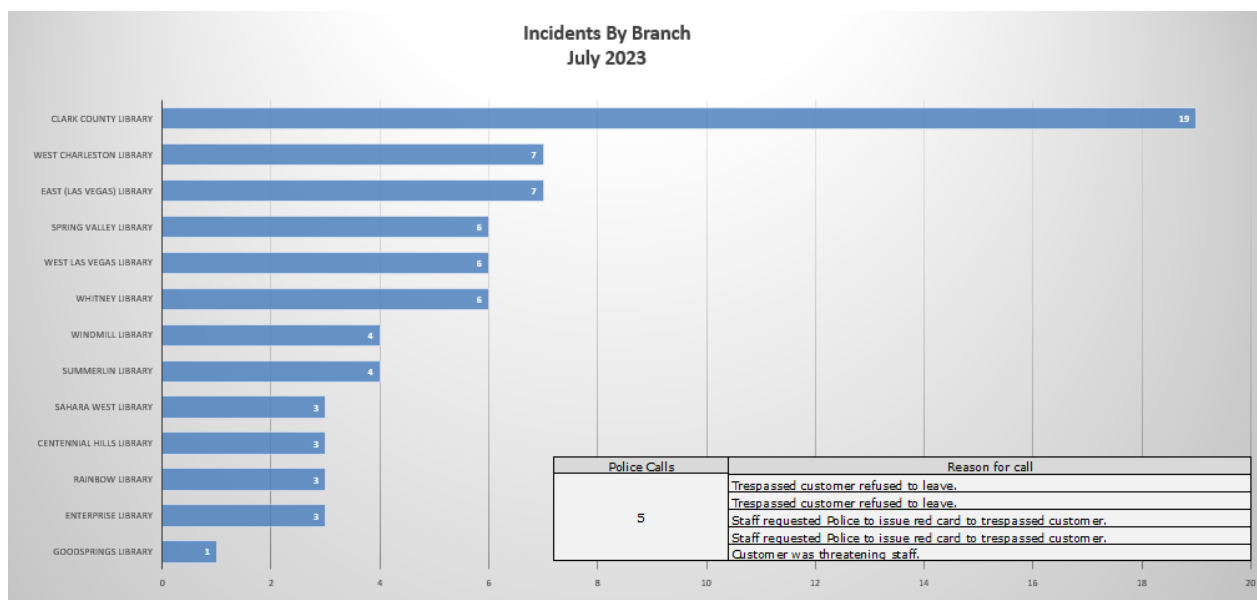
Branch	Incident Reports				Aug-21 to Aug-22			
	Jul-22	Jul-23	Difference	% Change	Jul-22	Jul-23	Difference	% Change
BLUE DIAMOND LIBRARY	0	0	0	100.0%	1	2	1	100.0%
BUNKERVILLE LIBRARY	0	0	0	0.0%	2	0	-2	-100.0%
CENTENNIAL HILLS LIBRARY	4	3	-1	100.0%	16	28	12	75.0%
CLARK COUNTY LIBRARY	26	19	-7	-26.9%	253	194	-59	-23.3%
EAST LAS VEGAS LIBRARY	13	7	-6	-46.2%	72	76	4	5.6%
ENTERPRISE LIBRARY	4	3	-1	-25.0%	45	19	-26	-57.8%
GOODSPRINGS LIBRARY	0	1	1	100.0%	0	2	2	0.0%
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	2	3	1	50.0%
LAUGHLIN LIBRARY	1	0	-1	100.0%	10	8	-2	-20.0%
MEADOWS LIBRARY	0	0	0	0.0%	9	6	-3	-33.3%
MESQUITE LIBRARY	2	0	-2	-100.0%	9	14	5	55.6%
MOAPA TOWN LIBRARY	0	0	0	0.0%	1	0	-1	100.0%
MOAPA VALLEY LIBRARY	0	0	0	0.0%	6	1	-5	100.0%
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%
RAINBOW LIBRARY	5	3	-2	100.0%	27	24	-3	-11.1%
SAHARA WEST LIBRARY	7	3	-4	-57.1%	55	64	9	16.4%
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	5	6	1	20.0%	63	78	15	23.8%
SUMMERLIN LIBRARY	3	4	1	33.3%	25	38	13	52.0%
SUNRISE LIBRARY	2	0	-2	-100.0%	28	15	-13	-46.4%
WEST CHARLESTON LIBRARY	11	7	-4	-36.4%	77	81	4	5.2%
WEST LAS VEGAS LIBRARY	0	6	6	0.0%	57	69	12	21.1%
WHITNEY LIBRARY	9	6	-3	-33.3%	92	82	-10	-10.9%
WINDMILL LIBRARY	0	4	4	0.0%	32	45	13	40.6%
Total	92	72	-20	-21.7%	882	849	-33	-3.7%

For **July 2023**, branch staff reported **72 incidents**, a decrease of 21.7% when compared to the number experienced in July 2022 but was an 18% increase when compared to July 2019, or prepandemic. During this period, the District recorded **370,591** in-person visits. **This ratio is one incident for every 5,147 visits.**

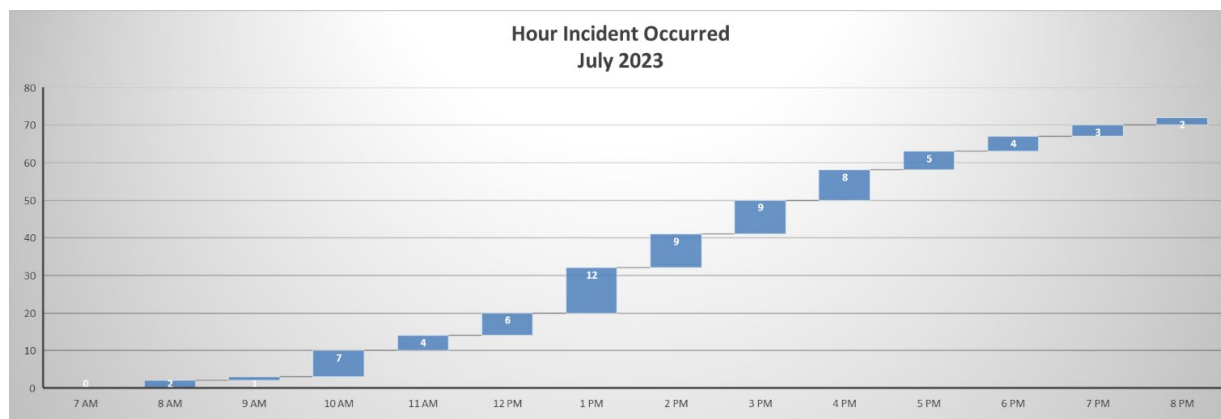
Clark County Library had an decrease of seven (7) over the same time period in 2022. The overall trend is back on track and slightly above prepandemic.



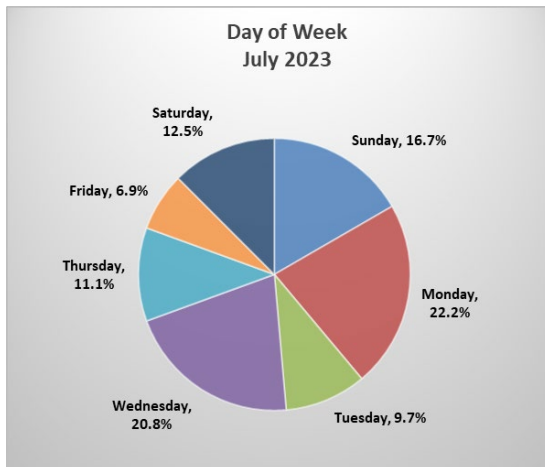
July 2023 trendline was back on target.



The **Clark County Library** recorded the highest number of incidents at **nineteen (19) incidents**. The remaining branches reported between **zero (0) and seven (7) incidents**. During **July 2023**, staff made five (5) calls to law enforcement. Police assistance was needed to trespass five (5) customers.



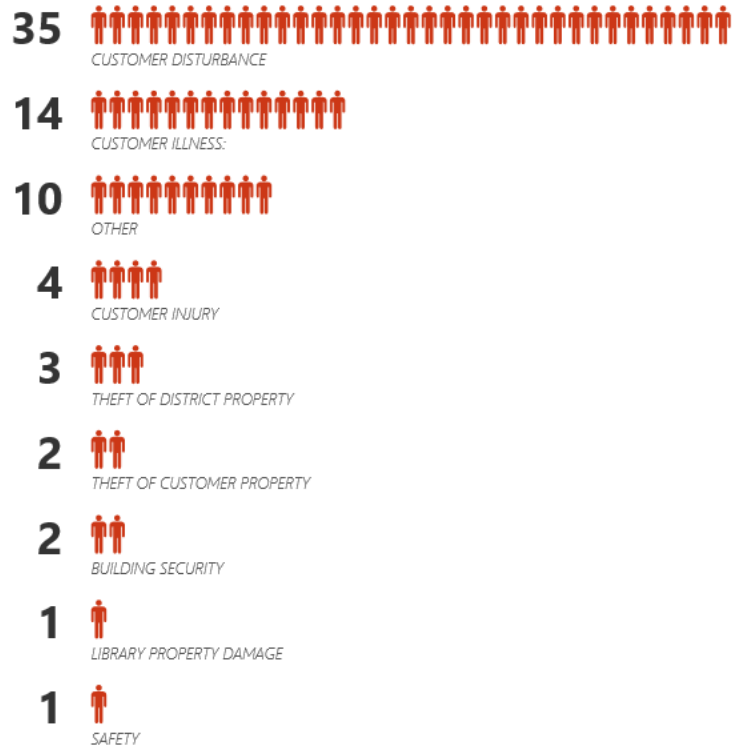
ADULT TRESPASS [1 YEAR]	20
CLARK COUNTY LIBRARY	3
EAST LAS VEGAS LIBRARY	2
ENTERPRISE LIBRARY	1
RAINBOW LIBRARY	1
SAHARA WEST LIBRARY	1
SPRING VALLEY LIBRARY	4
SUMMERLIN LIBRARY	3
WEST CHARLESTON LIBRARY	2
WEST LAS VEGAS LIBRARY	1
WHITNEY LIBRARY	2
ADULT BAN [LESS THAN 1 YEAR]	7
CLARK COUNTY LIBRARY	4
RAINBOW LIBRARY	1
SPRING VALLEY LIBRARY	1
WHITNEY LIBRARY	1
MINOR BAN OR RPC [LESS THAN 1 YEAR]	0



During **July 2023**, staff banned twenty-seven (27) customers. Twenty (20) adults received a one-year trespass while seven (7) adults received a shorter partial-year ban.

District branch staff encountered **thirty-five (35)** customer disturbances, accounting for most incident types at **48.6%**. This is a **38.6% decrease** in customer disturbances from July 2022. This **ratio** is **one disturbance for every 10,588 visits**.

JULY 2023 INCIDENT TYPE



Library Operations Report

Page 12

Library Name	Square Footage	Occupancy	Total incidents 2023-2024	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	3	0.07	0.38
Clark County	120,000	905	19	0.16	1.36
East Las Vegas	41,015	1200	7	0.17	1.17
Enterprise	26,300	526	3	0.11	0.60
Goodsprings	900	9	1	1.11	1.00
Indian Springs	1,200	24	0	0.00	0.00
Laughlin	15,562	323	0	0.00	0.00
Meadows Library	813	16	0	0.00	0.00
Mesquite Learning Center	5,464	133	0	0.00	0.00
Mesquite Library	13,313	370	0	0.00	0.00
Moapa Town	2,000	40	0	0.00	0.00
Moapa Valley	4,700	94	0	0.00	0.00
Mt. Charleston	2,800	56	0	0.00	0.00
Rainbow	26,800	808	3	0.11	0.38
Sahara West	122,000	920	3	0.02	0.27
Sandy Valley	1,200	24	0	0.00	0.00
Searchlight	1,200	24	0	0.00	0.00
Spring Valley	25,000	511	6	0.24	0.67
Summerlin	40,165	1014	4	0.10	0.67
Sunrise	23,000	345	0	0.00	0.00
West Charleston	38,900	1054	7	0.18	0.88
West Las Vegas(excluding Theater)	30,693	370	6	0.20	0.67
Whitney	24,500	563	6	0.24	0.86
Windmill Library and Service Center	142,149	994	4	0.03	0.44
	Total Square Ft.	Occupancy Rate	Total Incidents	Average	Average
	757,429	11,056	72	0.10	0.50

Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
June 2023

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	584	19	339	6	20	2	2	22	202	87	248	0	0	111	452
BUNKERVILLE	343	21	1,235	8	73	0	0	165	308	1	24	0	0	166	332
CENTENNIAL HILLS	35,809	2	61,634	683	2,152	17	123	49	2,247	9	213	16	367	91	2,950
CLARK COUNTY	14,879	9	40,924	620	6,054	37	1,111	165	2,246	61	1,270	43	7,535	306	12,162
EAST LAS VEGAS	10,633	12	22,821	437	4,141	115	1,454	45	323	49	465	11	448	220	2,690
ENTERPRISE	16,704	6	18,361	331	1,933	24	172	35	1,022	31	584	28	736	118	2,514
GOODSPRINGS	219	25	655	2	36	1	4	11	30	5	37	0	0	17	71
INDIAN SPRINGS	664	17	3,608	9	119	4	26	1	2	197	455	0	0	202	483
LAUGHLIN	3,675	15	3,379	57	640	12	270	10	83	1	150	2	24	25	527
MEADOWS	582	20	2,394	27	147	16	16	2	7	34	1,020	0	0	52	1,043
MESQUITE	7,159	13	8,783	195	1,009	77	481	64	1,606	32	298	2	6	175	2,391
MOAPA TOWN	263	23	764	3	69	1	0	3	32	9	30	0	0	13	62
MOAPA VALLEY	3,293	16	2,067	20	372	5	15	27	449	16	313	0	0	48	777
MOUNT CHARLESTON	267	22	776	1	15	2	31	1	17	8	65	0	0	11	113
RAINBOW	21,933	4	14,017	422	2,287	4	45	21	629	25	605	14	445	64	1,724
SAHARA WEST	36,243	1	30,287	620	3,022	99	507	42	2,465	9	174	30	512	180	3,658
SANDY VALLEY	644	18	1,006	6	29	8	54	2	7	2	8	0	0	12	69
SEARCHLIGHT	231	24	220	2	15	3	7	2	4	37	67	0	0	42	78
SPRING VALLEY	16,536	7	23,705	282	3,303	7	69	94	1,082	62	2,875	2	16	165	4,042
SUMMERLIN	21,049	5	20,133	382	1,113	19	170	22	1,281	19	623	11	2,745	71	4,819
SUNRISE	14,831	10	14,213	354	2,383	0	0	31	772	34	692	0	0	65	1,464
WEST CHARLESTON	13,077	11	20,389	323	2,356	52	217	59	557	79	996	13	483	203	2,253
WEST LAS VEGAS	4,057	14	16,089	213	2,921	45	432	52	653	153	2,992	17	787	267	4,864
WHITNEY	15,367	8	19,628	384	3,132	35	1,088	88	1,427	73	1,268	9	376	205	4,159
WINDMILL	33,674	3	25,989	785	2,898	45	185	77	1,316	18	617	26	2,752	166	4,870
WINDMILL SERVICE CENTER	623,959		0	1,755	46,870	9	160	18	391	12	1,392	0	0	39	1,943
2023 MONTHLY TOTAL	896,675		353,416	7,927	87,109	639	6,639	1,108	19,158	1,063	17,481	224	17,232	3,034	60,510
2023 YTD TOTAL	10,704,658		4,053,153	99,650	1,076,234	12,560	163,937	11,147	211,663	8,589	269,997	2,740	121,142	35,036	766,739

ANNUAL MONTHLY COMPARISON														
2022 MONTHLY TOTAL	871,663	343,527	6,707	86,898									2,570	68,810
% CHANGE	3%	3%	18%	0%									18%	-12%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	9,508,475		3,487,616		67,503		1,049,294							26,905	616,654
% CHANGE	13%		16%		48%		3%							30%	24%

ANNUAL MONTHLY COMPARISON														
2021 MONTHLY TOTAL	744,322	297,190	5,130	80,773									1,717	38,774
% CHANGE	20%	19%	55%	8%									77%	56%
2020 MONTHLY TOTAL	589,075	181,863	3,404	54,143									217	15,470
% CHANGE	52%	94%	133%	61%									1298%	291%
2019 MONTHLY TOTAL	1,029,014	508,021	8,823	163,279									2,285	70,123
% CHANGE	-13%	-30%	-10%	-47%									33%	-14%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	8,715,542		3,171,607	53,856	994,936									14,962	262,800
% CHANGE	23%		28%	85%	8%									134%	192%
FY 19-20 YTD TOTAL	9,746,992		4,278,550	139,562	1,387,737									18,566	517,327
% CHANGE	10%		-5%	-29%	-22%									89%	48%
FY 18-19 YTD TOTAL	11,628,835		5,804,806	139,562	1,982,396									23,392	707,700
% CHANGE	-8%		-30%	-29%	-46%									50%	8%

Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
July 2023

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	596	18	357	1	25	11	53	22	108	72	293	0	0	105	454
BUNKERVILLE	337	22	974	4	59	1	21	116	443	1	49	0	0	118	513
CENTENNIAL HILLS	32,758	2	74,737	586	2,342	21	176	48	2,417	13	538	13	148	95	3,279
CLARK COUNTY	15,910	8	45,490	530	6,086	40	2,859	160	1,617	38	1,380	34	828	272	6,684
EAST LAS VEGAS	10,449	12	23,785	450	3,866	94	2,066	40	276	59	6,681	13	1,107	206	10,130
ENTERPRISE	15,918	7	20,693	348	2,128	52	173	28	770	42	985	17	655	139	2,583
GOODSPRINGS	382	21	136	1	25	2	8	13	44	7	31	0	0	22	83
INDIAN SPRINGS	573	19	3,205	10	95	3	21	4	14	29	510	0	0	36	545
LAUGHLIN	3,776	15	2,814	41	535	24	156	9	37	16	50	0	0	49	243
MEADOWS	894	17	2,016	21	138	10	10	2	36	33	1,462	0	0	45	1,508
MESQUITE	7,138	13	9,500	105	1,027	51	369	61	1,649	27	267	2	17	141	2,302
MOAPA TOWN	313	23	734	2	56	1	0	3	18	14	469	0	0	18	487
MOAPA VALLEY	2,707	16	1,999	28	319	5	23	24	579	6	140	0	0	35	742
MOUNT CHARLESTON	259	24	945	2	14	5	53	0	0	9	139	0	0	14	192
RAINBOW	20,017	5	11,521	358	2,355	7	72	50	1,257	62	2,241	14	258	133	3,828
SAHARA WEST	34,649	1	30,883	546	3,113	102	448	43	2,466	4	167	25	327	174	3,408
SANDY VALLEY	421	20	991	1	27	8	34	0	0	6	70	0	0	14	104
SEARCHLIGHT	219	25	462	10	22	2	9	3	48	28	113	0	0	33	170
SPRING VALLEY	17,271	6	27,251	338	3,414	13	95	94	1,415	49	2,261	10	206	166	3,977
SUMMERLIN	21,228	4	19,534	463	1,324	8	52	17	1,225	29	1,434	9	398	63	3,109
SUNRISE	14,980	9	13,652	284	2,344	8	73	26	633	39	974	0	0	73	1,680
WEST CHARLESTON	12,808	11	20,941	215	2,484	42	281	45	519	101	1,188	12	103	200	2,091
WEST LAS VEGAS	4,012	14	16,039	227	2,965	46	415	65	396	160	3,249	13	268	284	4,328
WHITNEY	14,785	10	19,675	319	2,998	9	710	76	1,407	45	3,196	2	45	132	5,358
WINDMILL	30,921	3	22,257	701	2,872	40	318	29	1,020	23	994	23	1,260	115	3,592
WINDMILL SERVICE CENTER	681,133		0	2,146	47,955	159	2,033	28	674	12	4,292	0	0	199	6,999
2023 MONTHLY TOTAL	944,454		370,591	7,737	88,588	764	10,528	1,006	19,068	924	33,173	187	5,620	2,881	68,389
FY 23-24 YTD TOTAL	944,454		370,591	7,737	88,588	764	10,528	1,006	19,068	924	33,173	187	5,620	2,881	68,389

ANNUAL MONTHLY COMPARISON

2022 MONTHLY TOTAL	878,789	307,516	6,283	86,141	754	9,138	915	17,709	845	28,013	216	6,292	2,730	61,152
% CHANGE	7%	21%	23%	3%	1%	15%	10%	8%	9%	18%	-13%	-11%	6%	12%

ANNUAL YTD COMPARISON

FY 22-23 YTD TOTAL	878,789	307,516	6,283	86,141	754	9,138	915	17,709	845	28,013	216	6,292	2,730	61,152
% CHANGE	7%	21%	23%	3%	1%	15%	10%	8%	9%	18%	-13%	-11%	6%	12%

ANNUAL MONTHLY COMPARISON

2021 MONTHLY TOTAL	764,365	301,511	5,168	83,173									1,790	34,023
% CHANGE	24%	23%	50%	7%									61%	101%
2020 MONTHLY TOTAL	759,365	235,015	3,609	76,329									483	9,722
% CHANGE	24%	58%	114%	16%									496%	603%
2019 MONTHLY TOTAL	1,044,927	502,299	7,766	156,347									2,202	56,921
% CHANGE	-10%	-26%	0%	-43%									31%	20%

ANNUAL YTD COMPARISON

FY 21-22 YTD TOTAL	764,365	301,511	5,168	83,173									1,790	34,023
% CHANGE	24%	23%	50%	7%									61%	101%
FY 20-21 YTD TOTAL	759,365	235,015	3,609	76,329									483	9,722
% CHANGE	24%	58%	114%	16%									496%	603%
FY 19-20 YTD TOTAL	1,044,927	502,299	7,766	156,347									2,202	56,921
% CHANGE	-10%	-26%	0%	-43%									31%	20%



ITEM VII.A.2.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Betsy Ward, Branding and Marketing Director

DATE: July 31, 2023

SUBJECT: Branding & Marketing Activity Report, August 2023

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for July and analytics compiled from June 1-30, 2023.

Powerful Platforms

Free To Be Public Education Campaign

Since the launch in late June 2023, BAM continues to create opportunities to promote the new Free to Be public education campaign, highlighting the Library District's diverse programs and services.

Public Relations

Outreach to local English and Spanish news stations resulted in the following media coverage:

- [Vegas PBS](#) Nevada Week interviewed Executive Director **Kelvin Watson** and Head of Collections & Bibliographic Services **Rebecca Colbert** (July 29)
- [Telemundo Las Vegas](#) interviewed BAM Marketing Specialist **Ayelen Milan** (July 20)
- [RJ en Español](#) interviewed BAM Marketing Specialist **Ayelen Milan** (July 31)
- [Telemundo](#) interviewed Marketing Specialist **Ayelen Milan** (July 20)

Ongoing Promotion of Free To Be Messaging

- Website homepage priority placement on the Hero banner
- Library Highlights eNewsletter inclusion
- Weekly social media postings
- Select advertising opportunities include Black Image magazine, Desert Companion, Asian Journal, RJ en Español, Vegas Golden Knights Yearbook souvenir publication for 2023-2024 season.

Updated Employee Badges

BAM oversaw the photography, layout, production, sorting, and distribution of the new ID badges for all Library District employees. Badges were distributed to each Administration Team member for their specific employees, and they assisted by handing out the new badges and collecting the old badges, then delivering them to HR.

OrangeBoy - Direct Mail Postcards

In order to continue our efforts to reach local residents who are not aware of the library's many programs and services, BAM is working with our digital marketing vendor OrangeBoy to create a series of direct-mail postcards. Orange Boy's integration with the U.S. Census makes it possible for us to target census tracts that contain low-income adults as well as low-income families with children.

More than 12,000 households were identified near the following branches: East Las Vegas, West Las Vegas, Spring Valley, Sunrise, West Charleston, Clark-County, Rainbow and Whitney.

Mailings began June 20 and will continue with the following schedule:

- July – Summer Challenge
- August – Library Card Sign-Up Month
- September (early) – Free Personal WiFi Program
- September (mid) – Free Homework Help Headquarters
- Additional topics TBD

Town Hall Presentation to Staff

BAM provided an overview of the Free To Be campaign launch, reviewed the importance of the Free To Be Brand Book (including logo use, brand colors, display suggestions, etc.), as well as the beautiful new interior and exterior building signage that now showcases our buildings. Signage includes parking lot light pole banners and welcome messages in Spanish at some branches. BAM also presented a six-month highlight reel of media coverage of Library District programming.

Powerful Partnerships

NBA Summer League

BAM worked with NBA Summer League Director of Community Relations **Carole Hattar** for the first time, and have established a fantastic new relationship with her. In collaboration with Carole, we created co-branded Summer Challenge signage featuring two past stars of the NBA Summer League, D'Aaron Fox of the Sacramento Kings and Jalen Brunson of the New York Knicks, (desktop sized in smaller branches) were on display in Library District branches during the NBA Summer League conference at UNLV from July 7-17. BAM promoted this dynamic partnership on social media during that time, and spotlighted the generous prizes that Carole provided to Summer Challenge. We encouraged people to take selfies next to the player cut outs at their neighborhood library.



Library District's First Friday Debut

BAM began conversations with First Friday Executive Director **Corey Fagan** several months ago and received an enthusiastic response from Corey. She is a huge fan of the Library District and expressed interest in working together. We reached out to Library Operations Regional Manager **Kevin Maas**, who was also enthusiastic about the possibilities and he has since recruited **Outreach Services Manager Emiliee Wirshing** and **Centennial Hills Branch Manager Robbie DeBuff** to assist in planning for the District's participation in this monthly Downtown Las Vegas event. Much more to come!

Powerful Programs

Free Personal WiFi Program

BAM began preparing for the Aug. 18 launch of the Free Personal WiFi Program by creating the following marketing materials and assets in collaboration with IT, Library Operations, and Cox Communications:

- Free Design and production of the Personal WiFi Card
- Flyers in English and Spanish, to handout at outreach events and community networking events
- Library Staff FAQs
- Customer FAQs in English & Spanish
- News Release
- Digital Toolkit for Community Partners
- Branch Signage
- Print Ads
- Website landing page for program details

To provide alternative resources for customers who may not qualify for the Free WiFi program, the Library District will distribute, through the branches, 15,000 copies of a Cox brochure that details several low-cost alternatives.



Celebrate Pride Month 2023

BAM's promotional efforts for National Pride Month included creating [a new blog](#) post, which featured upcoming programs and events, staff lists, and featured online resources. The blog was published on the website on May 23, and shared through the homepage, audience pages; included in Library Highlights; and shared on social media throughout June. The blog post has captured 648 unique pageviews since it was published.

Celebrate Pride Month 2023 at the Library District With Free Events & Streaming Content

by Paula May 23, 2023



National Pride Month honors the 1969 Stonewall Uprising in Manhattan and supports LGBTQIA+ communities across the country. Our month-long celebration features a wide range of fun and informative [events and programs](#) happening in our branches, plus recommended LGBTQIA+ titles to check out from our collection, and [educational online resources](#) that you can browse through 24/7 using your library card! If you don't have your FREE library card yet, it only takes a minute to [#GetCarded on our website](#). You will get instant access to a world of discovery that will help you commemorate National Pride Month.

Featured Events:



50th Anniversary of Hip-Hop Celebration

BAM continued to promote upcoming Library District events and programs, including The Voice of Freedom Featuring the Legendary Kurtis Blow at West Las Vegas Library on June 14. This unique and high-profile hosting of this legendary Hip-Hop artist was part of the branch's Juneteenth kickoff programming. BAM provided real-time social media posts, photos, and video.



Powerful People

Media Coverage Highlights

KTNV (ABC) Ch. 13 previewed the [25th Annual Dance in the Desert Festival](#) at the Summerlin Library (July 27)

[Summer Slime Pushes Kids to Complete Library District Reading Challenge](#) (July 14)

KVVU (Fox) Ch 5, Interviewed Whitney Library Branch Manager **Billy Allen** for the story [Kiosks at Nevada Libraries Provide Free Access to Legal Services](#) (July 8)

Indian Springs Library Associate **Marie Elena Reed** and Green Our Planet Co-Founder/Co-CEO **Ciara Byrne** appeared live in studio at the CW Las Vegas/KSNV (NBC) Ch. 3 to discuss the [Library District's hydroponics programming](#) (July 7)

KLAS (CBS) Ch. 8, [Free 3D Printing Services Available; Training & Equipment are Now Available at Select Library District Branches](#) (July 6)

Information about Library District branches serving as cooling stations in extreme heat appeared in [Las Vegas Sun](#) (July 19), and on [KTNV \(ABC\) Ch. 13](#) (July 3), and [KSNV \(NBC\) Ch. 3](#)

Powerful Platforms

BAM Advertising Campaigns

Print Ads:

Program	Publications	Date	Sizes	Rates
Summer Challenge	Black Image	July	Full Page	\$2,000 per full page ad
	Desert Companion	June/July	Polybag	\$4,907.50
	Las Vegas Weekly	29-Jun	Full page	\$3,211.00
	Asian Journal	30-Jun	Half Page	\$800.00
	Las Vegas Review Journal	2-Jul	Half Page	\$1,050.00
	RJ en Español	28-Jun	Half Page	\$600.00
Free To Be	Black Image	July	Full Page (two insertions)	\$2,000 per full page ad
	Desert Companion	June/July	Full page	\$28,125.00
	Las Vegas Weekly	13-Jul	Full page	\$3,211.00
	Asian Journal	14-Jul	Half Page	\$800.00
	Las Vegas Review Journal	16-Jul	Half Page	\$1,050.00
	RJ en Español	12-Jul	Half Page	\$600.00

Facebook Ads - July:

Summer Challenge/Kids & Teens + Summer Challenge/Adults -- BAM ran Facebook Ads promoting the Library District's annual literacy programs that target these two groups:

Targeting Local Parents with Kids & Teens

Total Budget: \$5,000
 Total Spend to Date: \$5,000
 Link Clicks: 7,242
 Total Reach: 103,482
 Total Impressions: 275,081
 Cost Per Result: \$.69
 Ad URL: <https://fb.me/2a15tTg8KvQo9oi>
 Content: SC23 Promo Video

Targeting Local Adults without Kids or Teens

Total Budget: \$5,000
 Total Spend to Date: \$5,000
 Link Clicks: 7,278

Total Reach: 124,700
Total Impressions: 273,730
Cost Per Result: \$.69
Ad URL: <https://fb.me/9XqJESq9FpGN07>
Content: SC23 Promo Video

Free To Be Ads - July:

BAM ran targeted Facebook Ads to promote the launch of this public education campaign.

Targeting Fans of LVCCLD

Total Budget: \$5,000
Total Spend to Date: \$1,714.89
Link Clicks: 738
Total Reach: 6,960
Total Impressions: 159,519
Cost Per Result: \$2.32
Ad URL: <https://fb.me/ahq7gf2qkRy2fe>
Content: Free To Be Ads (7)

Targeting Clark County Locals Who Are Not Fans of LVCCLD

Total Budget: \$5,000
Total Spend to Date: \$3,459.21
Link Clicks: 4,464
Total Reach: 202,207
Total Impressions: 594,153
Cost Per Result: \$.77
Ad URL: <https://fb.me/1QIX21S0VOEzILJ>
Content: Free To Be Ads (7)

Library Highlights eNewsletter – OrangeBoy Software Results

BAM continues to see very strong open rates on our bi-monthly Highlights eNewsletters, allowing the Library District to reach more active cardholders and to re-engage with cardholders who have not visited the library or used our services for six months. Below are details from our late June-July eNewsletter campaigns:

June 27 eBlast: Kids, Teens & Adults: Have Fun + WIN Cool Prizes at Summer Challenge!

Topics: This single topic eBlast was sent to spotlight and promote sign-ups for the Library District's 2023 Summer Challenge program:

- 176,763 unique opens with a 42% percent open rate
- 3,211 unique clicks generated
- Sent to 421,339 unique emails
- 592 unsubscribes

Following the June 27 eBlast, 7,681 cardholders used OverDrive within 7 days of opening the message; 3,071 circulated a physical item; and 1,422 utilized Hoopla.

This email was also sent to Lapsed users (cardholders who had not used their cards in more than 3 months), and we saw re-engagement of 1,195 Occasionals (users more than 3+ months without use), and 483 Inactives, which included the re-engagement of 121 Bright Future users (Teen cardholders).

July 5 Issue: Back to School Fair + Teen Anime Logo Contest + DIY 3D Printing + Teacher Book Sale

Topics: Details about the Annual Back to School Fair at East Las Vegas Library with the Nevada State Treasurer's Office; How to enter the Teen animeFest 2023 Logo Design Contest; 3D Printing Services now available at the Library District; 2023 Teacher Book Sale; upcoming must-see events selected by PVS & YS; and our monthly call-to-action to donate to the Library District Foundation.

- 160,163 unique opens with a 37.9% open rate
- 3,736 unique clicks generated
- Sent to 422,637 unique emails
- 508 unsubscribes

Following the July 5 issue, 7,223 cardholders used OverDrive within seven days of opening the message; 3,362 circulated a physical item; and 1,263 utilized Hoopla.

This email was also sent to Lapsed users (cardholders who had not used their cards in more than 3 months), and we saw a re-engagement of 1,259 Occasionals (users more than 3+ months without use), and 509 Inactives, which also included the re-engagement of 128 Bright Future users (Teen cardholders).

July 10 eBlast: Summer Challenge Prizes: Don't Miss Your Chance to Win!

Topics: This additional single topic eBlast was sent out to continue to spotlight and promote sign-ups for the Library District's 2023 Summer Challenge program:

- 170,868 unique opens with a 40.4% percent open rate
- 2,717 unique clicks generated
- Sent to 422,878 unique emails
- 525 unsubscribes

Following the July 10 eBlast, 7,635 cardholders used OverDrive within 7 days of opening the message; 3,464 circulated a physical item; and 1,352 utilized Hoopla.

This email was also sent to Lapsed users (cardholders who had not used their cards in more than 3 months), and we saw a re-engagement of 1,235 Occasionals (users more than 3+ months without use), and 539 Inactives, which included the re-engagement of 130 Bright Future users (Teen cardholders).

July 19 Issue: Qualify for FREE WiFi + Summer Challenge Prizes! + Garden with Hydroponics + Coffee with Clonan

Topics: Details about the Library District's forthcoming Free Personal WiFi Card Program in partnership with Cox; information about the Hydroponics program; Library District branches serve as official Cooling Stations; the newest Coffee with Clonan virtual program that is now available on the Library District's Virtually Anywhere YouTube channel; Summer Challenge 2023 log details; upcoming must-see events selected by PVS & YS; and our monthly call-to-action to donate to the Library District Foundation.

- 152,866 unique opens with a 36.1% open rate
- 2,974 unique clicks generated
- Sent to 423,329 unique emails
- 372 unsubscribes

Following the July 19 issue, 7,420 cardholders used OverDrive within seven days of opening the message; 3,036 circulated a physical item; and 1,247 utilized Hoopla.

This email was also sent to Lapsed users (cardholders who had not used their cards in more than 3 months), and we saw a re-engagement of 1,184 Occasionals (users more than 3+ months without use), and 530 Inactives, which also included the re-engagement of 112 Bright Future users (Teen cardholders).

OrangeBoy Outreach Campaign Results (July):

The New Cardholder Campaign has converted 6,413 sign-ups to continuously active customers so far this year, with the toughest audience – Teens – as 459 of those sign-ups!

The top performing link included in all Library Highlights eNewsletters this year so far was TheLibraryDistrict.org/GetCarded. Below are some other high performing links:

- Museum & Park Passes
- Summer Challenge
- Free Personal WiFi Cards
- 2023 Mystic Fair at Windmill Library Promo Video
- Library District Job Openings
- LibraryDistrict.org/Events

Google AdWords Grant Update

- Google AdWords is Google's online advertising platform, in which advertisers bid on popular keywords & search phrases 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, optimizing 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.

- Conversation tracking for priority Google AdWords campaigns (June 2023):
- Our account CTR for June increased to 36.48% (+2% from May), our highest CTR to date.
- "Summer Reading Challenge" was our top keyword in June, with Google Ads receiving a CTR of 52%.
- People are searching for their local library — The Library District – Find a Location Google Ads generated 1,701 clicks back to TheLibraryDistrict.org/Locations.
- 135 people successfully submitted an application for a Digital eCard.

Social Media Highlights

CCSD Family Engagement Department
@CCSDFamily

Thank you @LVCCLD for joining us at #ReadWithMeCCSD Around the World event to connect families with library cards and engage students with literacy activities!

Las Vegas-Clark County Library District @LVCCLD · Jul 1

Our Outreach team had a great time participating in @clarkcountysch's #ReadAroundTheWorld event which was held at their Family Support Center 📖! Tag someone you know who still needs to #GetCarded — it's quick & easy to enjoy all the amazing benefits: thelibrarydistrict.org/getcarded/



3:55 PM · Jul 1, 2023 · 218 Views



.@LVCCLD recently announced a new free Wi-Fi program launch, in partnership with Cox Communications.



news3lv.com

Local libraries to offer free Wi-Fi service cards for qualified customers
Having a Las Vegas-Clark County Library card now comes with an extra perk. The library district recently announced a new free wi-fi program launch, i...

10:03 AM · Jul 20, 2023 · 677 Views

2 Retweets 3 Likes



Olivia Diaz is at East Las Vegas Library.

6h · Las Vegas, NV · 🌐

✏️ Join us today at East Las Vegas Library today from 11 a.m to 2 p.m. for a Back-to-School Fair. Free giveaways and services include backpacks, books, school supplies, snow cones, and immunizations. All giveaways and services are available on a first-come, first-served basis while supplies last. Plus, you'll find face painters, food trucks and more!

✏️ Únase a nosotros hoy en la Biblioteca del Este de Las Vegas de 11 a.m. a 2 p.m. para una Feria de Regreso a la Escuela. Regalos y servicios gratuitos incluyen mochilas, libros, útiles escolares, conos de nieve y vacunas. Todos los regalos y servicios estarán disponibles por orden de llegada hasta agotar existencias. Además, habrá pintores de caras, camiones de comida y mucho más.

Presented by: Las Vegas-Clark County Library District Nevada State Treasurer's Office #ward3proud

See Translation





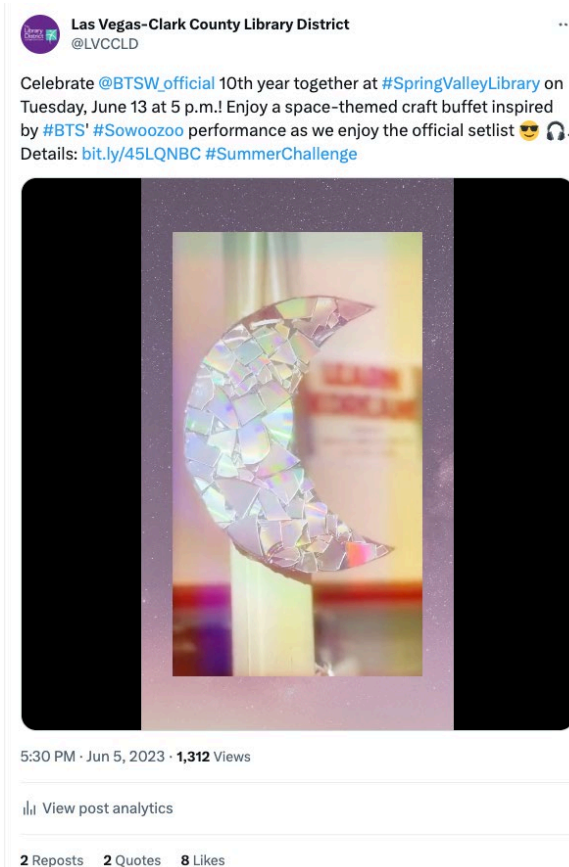
Top Social Media Posts June 2023

Facebook:

Our top Facebook post for the month helped to promote the Library at The Boulevard Mall. This post generated **3,875 organic impressions, 293 user engagements**, including **6 comments & 12 shares**, which helps to increase the total reach of the post.

**Twitter:**

Our top post for June was sharing short branch-submitted video to encourage people to visit Spring Valley Library on June 13 to celebrate the 10-year anniversary of the popular K-pop group, BTS, by creating a fun craft. This post generated **1,312 organic impressions, 151 user engagements, with 3 Reposts**.



Instagram:

Our most popular post on Instagram for June was a short video of staff at Windmill Library cheering on the Vegas Golden Knights during their Stanley Cup Finals run. This post generated **3,696 organic impressions & 201 total user engagements, with 3 comments & 3 post saves by users.**



LinkedIn:

The top post on LinkedIn was sharing Executive Director Kelvin Watson accepting the Clark County Board of Commissioners proclamation on the Library District being named American Library Association's 2023 Library of the Future. This post generated **2,367 organic impressions, 357 total user engagements, plus 18 comments, 13 shares & 672 link clicks.**



Analytics for Website and Social Media: June 2023 + 30-Day Comparison + Year-Over-Year

Library District Facebook

	Fans	Impressions	Post Engagements	Link Clicks
June 2023 Statistics	16,215	1,231,595	115,722	19,950
% Gain from May	+1%	+48%	+26%	+39%
% Gain from June 2022	+14%	-9%	+211%	+56%
% Gain from June 2021	+26%	+371%	+1,783%	1,745%

Notes: All of our key analytics on Facebook increased due to our Summer Challenge 2023 ad campaign on Meta, which runs ads on both Facebook and Instagram. BAM will continue to run Facebook Ads throughout the duration of the program, which will help increase our analytics on this social media platform, as well as Instagram.

Library District Twitter

	Followers	User Engagements	Organic Impressions	Link Clicks
June 2023 Statistics	4,375	3,673	376,995	270
% Gain from May	No change	+45%	+263%	+46%
% Gain from June 2022	+7%	-1%	+253%	+32%
% Gain from June 2021	+19%	+3%	+36%	+34%

Notes: With the exception of new Followers, all of our key Twitter analytics were up from May. As Twitter has begun the process of rebranding its social media platform to “X”, we will monitor how our analytics may be impacted as more users may choose to leave this social media platform due to the changes being made to the user experience. We continue to share links to upcoming CE/LO events & priority landing pages on our website, along with local and national resources, spotlighting the Library District’s powerful partnerships, as well as sharing timely and diverse staff lists created by the website content committee.

Library District Instagram

	Followers	User Engagement	Impressions	Total Likes	Total Comments
June 2023 Statistics	6,599	3,578	603,205	3,148	239
% Gain from May	+2%	-9%	+294%	-8%	-16%
% Gain from June 2022	+21%	+78%	+399%	+83%	+30%
% Gain from June 2021	+50%	+88%	+670%	+92%	+66%

Notes: After launching our Summer Challenge Ad campaign on Instagram, we increased our new Followers, and total Impressions month-over-month. We also saw year-over-year gains in all our key analytics on this social media platform. BAM continues to utilize the IG Stories feature to promote the weekly priority CE/LO events & and programs happening across the Library District using the designed promotional graphics. BAM also provides monthly social media training classes for branch staff and is actively working with them to create more organic photos and videos to help promote their upcoming events/programs. Based on our monthly analytics, this content performs better on this social media platform as compared to sharing digital versions of promotional flyers.

Library District LinkedIn

	Followers	Impressions	User Engagement	Post Shares	Link Clicks
June 2023 Statistics	2,243	8,797	917	26	338
% Gain from May	+2%	-7%	-17%	-38%	-12%
% Gain from June 2022	N/A	N/A	N/A	N/A	N/A
% Gain from June 2021	N/A	N/A	N/A	N/A	N/A

Notes: We continue to consistently increase our Total Followers month-over-month but were slightly down in our other key analytics. BAM continues to share Library District news and partnership updates, plus the latest job openings provided by HR on this important professional networking channel. As LinkedIn is primarily used for employment and career networking, our monthly analytics on this platform will fluctuate based on the monthly content shared and may not be as robust as our primary social media channels. However, the updates we share on this platform connect with a more targeted audience, including community partners, library industry professionals, Library District employees, and job seekers.

Virtually Anywhere YouTube Channel

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
June 2023 Statistics	1,495	23,900	105.1 hrs	1 min 24 sec
% Gain from May	+6%	+13%	+18%	-32%
% Gain from June 2022	+27%	+18%	+64%	-1%
% Gain from June 2021	+45%	+96%	+428%	+2%

Notes: We increased our Total Channel Subscribers, Total Impressions and Total Channel Watch Time month-over-month, as well as year-over-year as there was more Virtual Programming content added from May. The creation of more virtual programming content and uploading it consistently continues to be critical to our sustained growth on this important social media platform as uploading video content regularly is prioritized by YouTube's algorithm.

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

	Unique Visitor s	Unique Homepage Views	Total User Sessions	Average User Session s	Average Session Duration
June 2023 Statistics	107,082	132,800	350,544	2.80	2 min 39 sec
% Gain from May	- 2%	-.03%	-.03%	+1%	+1%
% Gain from June 2022	+23%	+21%	+35%	+17%	-29%
% Gain from June 2021	N/A	N/A	N/A	N/A	N/A

Notes: Our key website analytics were slightly down month-over-month, but for the most part held steady and did see an uptick in Average User Sessions and Average Session Duration, which means we are getting our customers to come back to the website. We were also encouraged to see year-over-year gains in Unique Visitors, Unique Homepage Views, and Average User Sessions which reflect that BAM's traditional and digital marketing campaigns to promote Summer Challenge have been effective in driving more traffic.

Universal Google Analytics was sunset on July 1, 2023, and we have migrated to the new GA4 (Google Analytics 4) Analytics. Some of Google's reporting terminology will be changing and will be reporting the updated analytics starting with the September 2023 BAM Board Report which will include our website analytics from Month Day-Day which will mark the first reporting period for GA4 analytics.

Per the forthcoming GA4 reporting, the following Google Analytics terminology will change:

- Unique Visitors will be reported as "Unique Users"
- Unique Homepage Views will be reported as "Unique Views"
- Total User Sessions will be reported as "Engaged Sessions"
- Average User Sessions will be reported as "Engaged Sessions Per User"
- Average Session Duration will be reported as "Average Engagement Time"



ITEM VII.A.2.a

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Betsy Ward, Branding and Marketing Director

DATE: August 31, 2023

SUBJECT: Branding & Marketing Activity Report, September 2023

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for August and analytics compiled from July 1-31, 2023.

Powerful Platforms

Free To Be Campaign

BAM continues to pursue opportunities to promote the Library District's programs and services through the Free To Be public education campaign.

Vegas Golden Knights & Las Vegas Raiders Yearbook Advertising

We negotiated with the publisher of the Official Souvenir Yearbook for the Vegas Golden Knights and Las Vegas Raiders for hefty discounts plus value-added game tickets to use as promotional prizes. These full-color, souvenir books are reasonably priced at \$5 to \$10 each and are sold at all games and in the pro shops. Approximately 140,000 of the VGK yearbooks are sold each season, and this is expected to increase due to the Stanley Cup win.

Last season, we advertised in both yearbooks, and our ad buy included game tickets, which we used for drawings during Summer Challenge.

For the VGK 2023-24 season, we negotiated a deeply discounted ad placement, which will feature our eight Free To Be ads (intro/overview ad plus the seven "word" versions) in the yearbook. Our cost includes 19 pairs of tickets for VGK games, which we will use as giveaways for Library Card Sign Up Month (September) and Library Lovers Month (February) promotions.

Building Signage

BAM continues to work with the General Services team to complete the installation of Free To Be signage for all of the library branches. Most recently, the interior of the Windmill Service Center was completed and it looks fantastic.

Media Relations

[KVVU \(Fox\) Ch 5](#) reporter Nkiruka Azuka interviewed Whitney Library Branch Manager **Billy Allen** about upcoming Hip Hop events and the new Free To Be campaign (Aug. 15)

[City Cast Las Vegas podcast](#) – BAM Digital Content Manager **Ryan Simoneau** was interviewed about all the programs and resources at the library that empower you to be "Free To Be." (Aug. 8)

[Vegas PBS "Nevada Week"](#) interviewed Executive Director **Kelvin Watson** and Head of Collection and Bibliographic Services **Rebecca Colbert** about the Free To Be public education campaign.

Nevada Independent education reporter Janelle Calderon interviewed Executive Director **Kelvin Watson**, East Las Vegas Branch Manager **Gloria Jertberg**, and staff member **Cindy Alfonso** for an [Instagram post](#) about library programs and resources.

Powerful Partnerships

Vegas Golden Knights 2022-2023 Season Partnership Updates

Creative, PR & Partnership Development

BAM and the Vegas Golden Knights marketing team are collaborating on new collateral items to capitalize on last season's historic Stanley Cup championship. BAM will be working with the team on new bookmarks, graphics, videos, and more to kick off the 5th successful year of our partnership with the team!

EmployNV Youth Hub & Teen Zone One-Year Anniversary

BAM assisted Workforce Connections with a [news release](#) and promotion on social media of the one-year anniversary of the opening of the EmployNV Youth Hub & Teen Zone at West Charleston Library.

Sunrise Hospital

My First Library

BAM continued to work with Community Engagement on the design, content, and messaging for a unique partnership with the maternity unit at Sunrise Hospital.

Book Lending Machine

BAM is working with the Sunrise Marketing team on a strategy to announce the book lending machine. We met with them in August and agreed that this launch should take place after construction is completed on their Children's Hospital entrance, which is where the machine is located. They will keep us informed but they are hoping for some time in October.

Powerful Programs

Free Personal WiFi Program Media Event and Program Launch with Cox Communications

BAM worked with IT, Library Operations, and Cox team members to finalize the Free WiFi Card and collateral support materials, and get everything produced and distributed to staff before the Aug. 18 launch date.

BAM collaborated with members of the Cox marketing team on a news release, which BAM translated into Spanish. We worked to pitch the Aug. 18 check presentation to local English and Spanish media.

The news release was picked up by more than 340 online media outlets, including [Yahoo! Finance](#), [Associated Press](#) and [MarketWatch](#)

Local media coverage to date includes:

Nevada Independent, [Indy Education Newsletter](#) (Aug. 22)

KVVU (Fox) Fox 5 Las Vegas [broadcast](#) and [web](#) stories (Aug. 18)

[KLAS \(CBS\) Ch 8 News](#) (Aug. 18)

RJ en Español interviewed Adult Services Manager **Carlito Sanchez**.

[KSNV \(NBC\) News 3](#) (July 20)

On [Vegas PBS Nevada Week in Person](#), Executive Director Kelvin Watson previewed the free WiFi program during the interview (July 29)

September Is Library Card Sign-Up Month

BAM created new promotional assets for social media, website, flyers, and in-branch signage to promote the annual Library Card Sign-Up Month event. As always, we are using coveted VGK prizes to capture the attention of residents who may not think the library is for them. This year, the prizes will include VGK tickets and the ever-popular co-branded VGK/Library District T-shirt!

Library Card Sign-Up Month will be actively promoted through:

- TheLibraryDistrict.org homepage and audience browse pages
- Library Highlights eNewsletter
- Facebook advertising
- Select print advertising placements
- Weekly social media posts
- Media outreach
- OrangeBoy postcard mailing

Back to School Support

BAM promoted Library District Back-to-School, events, resources, and homework help in a special Aug. 2 BTS edition of Library Highlights, as well as through media outreach, branch flyers, and through an upcoming OrangeBoy postcard mailing.

Media coverage included:

KSNV (NBC) News 3's Krystal Allan interviewed BAM Digital Content Manager **Ryan Simoneau** about [back-to-school resources available through the library](#) (Aug. 4)

KSNV (NBC) News 3 [Nevada State Treasurer to host back-to-school fair at East Las Vegas Library](#) (July 10)

KTNV (ABC) Ch 13 [Nevada State Treasurer's Office, Library District Hosting Back-to-School Fair](#) (July 6)

KLAS (CBS) Ch. 8 [Treasurer's Office Partnering with Clark County Libraries to Host Back-To-School Fair](#) (July 5)

- BAM updated the Homework Help landing page with this year's Teachers in Libraries schedule.
- We promoted this landing page on the homepage of TheLibraryDistrict.org, as well as on the Adults, Kids, and Teens audience pages.
- BAM worked with Electronic Resources Manager **Suzanne Fayle** to create a new [blog post](#) that spotlights the Library District's free test prep support and online resources. The blog post was published on August 17 and was promoted on the homepage and Teens audience page, included in Library Highlights, and shared on social media.
- BAM will continue to promote this important initiative throughout the school year through the website, Library Highlights, social media, and other communications tools.

Natural History Museum Partnership

For our newest partnership with a local museum, BAM has designed the packaging for a National History Museum World Explorer Pass and wrote copy for the [Museum & Parks Passes](#) page on the Library District website.



Las Vegas Natural History Museum **WORLD EXPLORER PASS**

- Admits up to four people during one visit to the Las Vegas Natural History Museum.
- May be used one time during the check-out period.
- May be checked out with your library card at the Information Desk at your local branch.
- Is subject to availability.

Passes include programs and activities offered with standard museum admission. Passes do not include specialty programs and events with separate sign-up or ticketing requirements.

ADMITS UP TO 4

Powerful People

Media Coverage Highlights

50th Anniversary of Hip Hop

- [KVVU \(Fox\) Ch 5](#) filmed the rehearsal of the Live Tribute to the 50th Anniversary of Hip Hop for a preview story on the Aug. 11 event at Clark County Library. (Aug. 11)
- [KVVU \(Fox\) Ch 5](#) reporter Nkiruka Azuka interviewed Whitney Library Branch Manager **Billy Allen** about upcoming Hip Hop events and resources including, movies, storytimes, and more.
- [The CW](#) and The List's Andrew Kiraly previewed the Library District's lineup including the Live Tribute to the 50th Anniversary of Hip Hop at Clark County Library and the Hip Hop Reimagined Concert at West Charleston Library. (Aug. 3)

Additional media coverage included:

- Las Vegas Weekly, [Las Vegas Visual Artists Struggle for Gallery Space, Community and Patronage](#) (Aug. 17)
- KTNV (ABC) Ch. 13 [anchor Anjali Patel hosted a storytime](#) at Whitney Library and signed up for a new library card. (Aug. 10)

- Las Vegas Weekly, [Readers' Choice – Best Art Gallery: Las Vegas-Clark County Library District](#) (Aug. 10)
- Las Vegas Weekly, [Cozi Fest \(Clark County Library Aims to Connect and Empower Cartoonists and Zinesters\)](#) (Aug. 3)
- Desert Companion names [Sahara West Library "Best Public Facility"](#) (August issue)

Powerful Platforms

BAM Advertising Campaigns

Print Ads:

Program	Publications	Date	Sizes	Rates
Homework Help Headquarters	Desert Companion	August	Full Page	\$3,125.00
	Las Vegas Weekly	10-Aug	Full page	\$3,211.00
	Asian Journal	11-Aug	Half Page	\$800.00
	Las Vegas Review Journal	13-Aug	Half Page	\$1,050.00
Free To Be	Black Image	August	Full Page	\$2,000 per full page ad
	Asian Journal	18-Aug	Half Page	\$800.00
	Las Vegas Review Journal	27-Aug	Half Page	\$1,050.00
Cox Free Personal WiFi	Black Image	August	Full Page	\$2,000 per full page ad
	RJ en Espanol	August 9 and August 23	Half Page	\$600.00

Facebook Ads - July:

Summer Challenge/Kids & Teens + Summer Challenge/Adults -- BAM ran Facebook Ads promoting the Library District's annual literacy programs that target these two groups:

Targeting Local Parents with Kids & Teens:

Total Budget: \$1,000

Total Spend: \$1,000

Link Clicks: 1,759

Total Reach: 27,848

Total Impressions: 57,981

Cost Per Result: \$.57

Ad URL: <https://fb.me/1NjFdDHUyJAHaYX>

Content: SC23 Promo Video

Targeting Local Adults without Children

Total Budget: \$1,000
Total Spend: \$1,000
Link Clicks: 1,706
Total Reach: 34,424
Total Impressions: 65,429
Cost Per Result: \$.59
Ad URL: <https://fb.me/1QsfXwaXZ4vLVxP>
Content: SC23 Promo video

Free To Be Ads - July:

BAM continued to run targeted Facebook Ads to promote this public education campaign.

Targeting Fans of The Library District

Total Budget: \$5,000
Total Spend to Date: \$3,285.11
Link Clicks: 1,294
Total Reach: 7,448
Total Impressions: 333,252
Cost Per Result: \$2.54
Ad URL: <https://fb.me/9q3OmGA7cCJuoF>
Content: Free To Be Ads (7)

Targeting Clark County Locals Who Are Not Fans of The Library District

Total Budget: \$10,000
Total Spend to Date: \$6,540.79
Link Clicks: 8,776
Total Reach: 337,921
Total Impressions: 1,387,193
Cost Per Result: \$.75
Ad URL: <https://fb.me/1PqPamqn5urEdZx>
Content: Free To Be Ads (7)

Library Highlights eNewsletter – OrangeBoy Software Results

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

August 2 Issue: Everything Back-To-School! + Meet PBS' Rosie + Fall Gardening + Hip Hop Events

Topics: Details about the Library District's services and resources for the start of the new school year; Storytime with Author Bonnie Kelso at Clark County Library; Youth Literacy Festival at Windmill Library; Kickoff To Kindergarten at East Las Vegas Library; Discover tools and resources for school success at the Library District; Free CoxWiFi for qualified customers; Available in-

branch technology services; 3D Printing Services now available at the Library District, 2023 Teacher Book Sale, upcoming must-see events selected by PVS & YS; and our monthly call-to-action to donate to the Library District Foundation.

- 153,954 unique opens with a 36.3% open rate
- 3,142 unique clicks generated
- Sent to 424,444 unique emails
- 439 unsubscribes

Following the August 2 issue, 6,945 cardholders used OverDrive within seven days of opening the message; 2,889 circulated a physical item; and 1,317 utilized Hoopla.

This email was also sent to Lapsed users (cardholders who had not used their cards in more than 3 months), and we saw a re-engagement of 1,416 Occasionals (users more than 3+ months without use), and 4,486 Inactives, which also included the re-engagement of 572 Bright Future users (Teen cardholders).

August 18 Issue: FREE Personal WiFi Cards for Check-Out! + Best Art Galleries + Fandom Food + Health Fair

Topics: Details about the Library District's Free Personal WiFi Card Program in partnership with Cox; a link to watch the latest Virtual Program "Geeks & Ladles" on the Library District's Virtually Anywhere YouTube Channel; details on the library District winning the 2023 Reader's Choice Award for "Best Art Gallery" at the Las Vegas Weekly Best of Vegas Awards; Summer Health Resource Fair at Clark County Library; Library District closure for Labor Day; Teen animeFest 2023 Logo Design Contest details; upcoming must-see events selected by PVS & YS; and our monthly call-to-action to donate to the Library District Foundation.

- 147,611 unique opens with a 34.7% open rate
- 2,960 unique clicks generated
- Sent to 425,517 unique emails
- 357 unsubscribes
- Customer re-engagement following the August 18 issue is still being compiled and will be included in the October BAM Board Report.

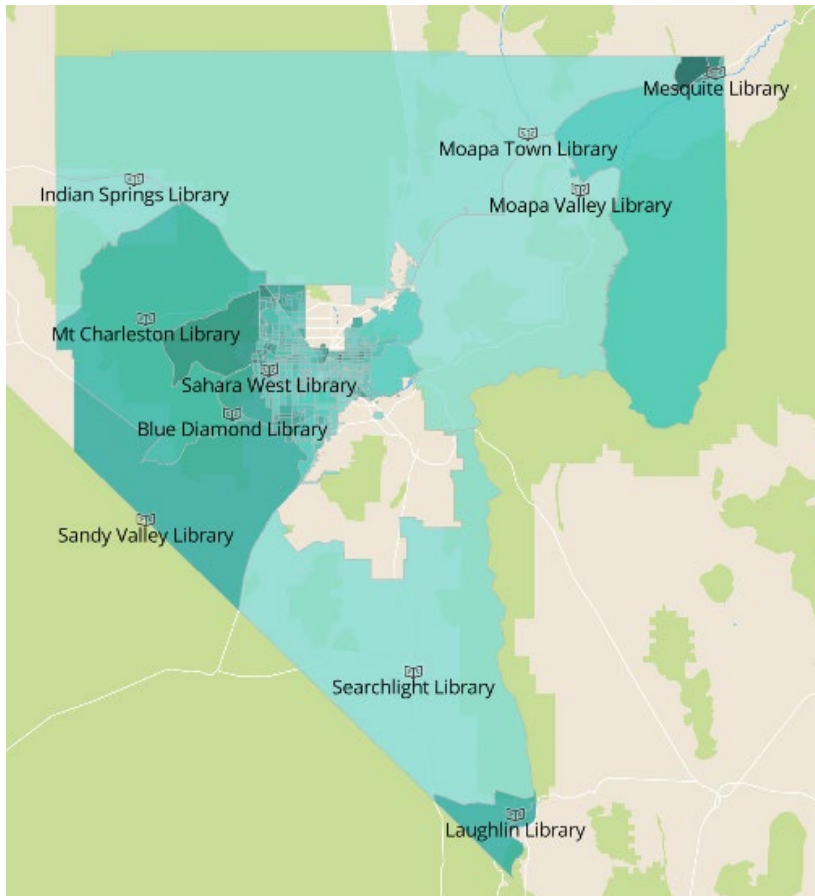
OrangeBoy Outreach Campaign Results (August):

We have achieved a 36% open rate for all OrangeBoy messages that have been sent out for our campaigns to date this year. OrangeBoy sees an average open of 25% from clients on their platform.

We are still at 18% Market Penetration overall from Q2, which is 152,218 active households in our service areas. Market Penetration gives our library a better idea of its reach within the communities we serve. It is a measure of active households as a percentage of all households in that service area.

- As of August 24, we are at nearly 24% Market Penetration, which is higher than OrangeBoy's quarter-wide analysis for all of their library clients.

- Below is a graph from OrangeBoy that shows the Library District's Market Penetration by geography (darker colors are higher numbers). These range from some neighborhoods with single digit Market Penetration all the way to 47%.



Google AdWords Grant Update

- Google AdWords is Google's online advertising platform, in which advertisers bid on popular keywords & search phrases 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 (July 2023):
- Campaigns generated 5,036 clicks on our Google Ads, with a strong CTR of **33.81%**. Despite a slight dip from last month's new CTR high, this continues to be one of NPM's top-performing

accounts as the network average is only 3%, and the Google requirement is 5%. This means that Google is showing our ads to the right people and that the content is relevant and intriguing enough for users to click on our ads.

- We increased our total Google Grant spend to \$7,304.12 of the allotted monthly \$10,000 allowance. This means Google is determining that our Google Ads are more “relevant” than other ads bidding for the same keywords based on the associated Library District website landing pages the ads drive people to, so they are being served up to more people which uses more of our monthly Google Grant.
- 143 people successfully filled in a Digital eCard application.

Social Media Highlights



Las Vegas Weekly
@lasvegasweekly

...

.@LVCCLD we're thrilled to celebrate your well-deserved victory as our Readers' Choice-Best Art Gallery in #LVWBestofVegas 🏆🌟



lasvegasweekly.com

Readers' Choice—Best Art Gallery: Las Vegas-Clark County Library District
The Library District offers 14 gallery exhibits running at any given time.

10:30 AM · Aug 16, 2023 · 1,247 Views

1 Repost 2 Likes



Urban Libraries Council
@UrbanLibCouncil

...

"Libraries represent every body. We represent culture, so doing Hip Hop programming means everything."

📺 more below from @LVCCLD.



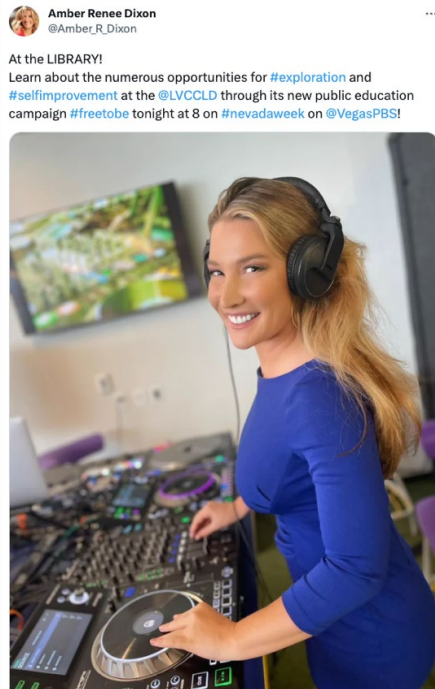
3kingvisions @3kingvisions · Aug 15

@LVCCLD and our director @kelwat103 is setting the standard on service to the community!!



10:50 AM · Aug 16, 2023 · 272 Views

3 Reposts 6 Likes



The @LVCCLD has a great free program happening for WiFi. If you need to connect, visit your local library, get a library card and get free WiFi. Visit TheLibraryDistrict.org/FREEWiFi for more information.

7:07 AM · Aug 2, 2023 · 377 Views

1 Retweet 4 Likes





KSNV News 3 Las Vegas
@News3LV



Las Vegas valley libraries with @LVCCLD have a lot to offer students once the new school year starts.



news3lv.com

Las Vegas libraries preview after-school activities ahead of new year

Las Vegas valley libraries have a lot to offer students once the new school year starts. Free resources and programs and available throughout the Las Vegas...

9:19 AM · Aug 4, 2023 · 755 Views

3 Retweets 3 Likes

Top Social Media Posts July 2023

Facebook:

Our top Facebook post for the month helped to promote the Singing Zoologist appearances at the Library District as part of this year's Summer Challenge. This post generated **2,510 organic impressions, 317 user engagements**, including **27 comments & 11 shares**, which help to increase the total reach of the post.

**Twitter:**

Our top post for July was sharing a photo from this year's American Library Association Conference, where Executive Director Kelvin Watson received the Media of Excellence, and the Library District was named 2023 "Library of the Future". This post generated **1,953 organic impressions, 40 user engagements, with 1 Comment and 3 Reposts.**



Instagram:

Our most popular post on Instagram for the month was sharing a photo of new Outreach Services Manager **Emilee Wirshing** and her family getting their free library cards at an outreach event at the Library at the Boulevard Mall. This post generated **1,953 organic impressions & 102 total user engagements**, with **7 comments & 2 post saves** by users.

**LinkedIn:**

The top post on LinkedIn was sharing Executive Director **Kelvin Watson** being honored at this year's NBA Summer League Military Appreciation Night. This post generated **1,353 organic impressions**, **293 total user engagements**, plus **6 comments**, **4 shares & 170 link clicks**.



Analytics for Web and Social Media: July 2023 + 30-Day Comparison + Year-Over-Year

Library District Facebook

	Fans	Impressions	Post Engagements	Link Clicks
July 2023 Statistics	16,378	1,301,259	23,735	13,497
% Gain from June	+1%	+6%	-80%	-32%
% Gain from July 2022	+14%	+220%	+94%	+204%
% Gain from July 2021	+26%	+347%	+313%	+874%

Notes: We continued our Summer Challenge 2023 Facebook Ad campaign which helped increase our Total Followers and Impressions month-over-month, but we did see dips in Post Engagements. As the campaign has already been running for a month, there could be some user fatigue setting in, but overall, our analytics have been significantly aided by the promotional campaign. BAM will be running Facebook Ads to promote Summer Challenge throughout the duration of the program, which should continue to help increase our monthly average for analytics on this social media platform.

Library District Twitter

	Followers	User Engagements	Organic Impressions	Link Clicks
July 2023 Statistics	4,385	1,196	136,276	172
% Gain from June	+5%	-46%	-64%	-36%
% Gain from July 2022	+6%	-28%	+30%	-18%
% Gain from July 2021	+18%	-45%	-82%	-48%

Notes: With the exception of new followers, all of our key Twitter analytics were down month-over-month. As Twitter has rebranded its social media platform to “X,” we are monitoring how our analytics will be impacted as more users may opt to leave this social media platform due to the changes being made to the user experience. We continue to share links to upcoming CE/LO events & priority landing pages on our website, along with sharing 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.

Library District Instagram

	Followers	User Engagement	Impressions	Total Likes	Total Comments
July 2023 Statistics	6,713	2,590	2,216,816	2,253	159
% Gain from June	+2%	-28%	+268%	-28%	-34%
% Gain from July 2022	+22%	+31%	+3,116%	+34%	-28%
% Gain from July 2021	+50%	+32%	+1,254%	+30%	+24%

Notes: Driven by our continued Summer Challenge ad campaign on Instagram, we increased our new Followers and Total Impressions month-over-month. We were also encouraged to again see year-over-year gains in Followers, User Engagement and Total Impressions on this social media platform. BAM continues to utilize the IG Stories feature to promote the weekly priority events & programs happening across the Library District using the designed promotional graphics. BAM also provides monthly social media training classes for branch staff and is actively working with them to create more organic photos and videos to help promote their upcoming events/programs. This content performs better on this social media platform as compared to sharing digital versions of promotional flyers.

Library District LinkedIn

	Followers	Impressions	User Engagement	Post Shares	Link Clicks
July 2023 Statistics	2,291	4,964	558	10	241
% Gain from June	+2%	-44%	-39%	-62%	-29%
% Gain from July 2022	N/A	N/A	N/A	N/A	N/A
% Gain from July 2021	N/A	N/A	N/A	N/A	N/A

Notes: We increased our Total Followers but were down in the other key analytics month-over-month. BAM continues to share Library District news and partnership updates, plus the latest job openings provided by HR on this important professional networking channel. As LinkedIn is primarily used for employment and career networking, our monthly analytics on this platform will fluctuate based on the monthly content shared and may not be as robust as our primary social media channels. However, the updates we share on this platform connect with a more targeted audience, including community partners, library industry professionals, Library District employees, and jobseekers.

Virtually Anywhere YouTube Channel

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
July 2023 Statistics	1,497	25,300	308.7 hrs	1 min 26 sec
% Gain from June	+.5%	+6%	+194%	+2%
% Gain from July 2022	+25%	+9%	+469%	-21%
% Gain from July 2021	+44%	+107%	+1451%	+5%

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

	Unique Users	Unique Homepage Views	Engaged Sessions	Engaged Sessions Per User	Average Engagement Time
July 2023 Statistics	151,000	107,044	260,201	1.4	2 min 54 sec
% Gain from June	+41%	-19%	-26%	-50%	+9%
% Gain from July 2022	+74%	-5%	+2%	-43%	-23%
% Gain from July 2021	N/A	N/A	N/A	N/A	N/A

Notes: Universal Google Analytics was officially sunset on July 1, 2023, and we have migrated to the new GA4 (Google Analytics 4) Analytics. Some of Google's reporting terminology has changed and BAM will now be reporting on the updated analytics moving forward.

Per the new GA4 reporting, the following Google Analytics terminology has changed from our previous Board Reports:

- Unique Visitors will be reported as "Unique Users"
- Unique Homepage Views will be reported as "Unique Views"
- Total User Sessions will be reported as "Engaged Sessions"
- Average User Sessions will be reported as "Engaged Sessions Per User"
- Average Session Duration will be reported as "Average Engagement Time"

**ITEM VII.A.2.b.****MEMORANDUM**

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Matt McNally, Community Engagement Director

DATE: July 31, 2023

SUBJECT: Community Engagement Activity Report, August 2023

This report provides an overview of District-wide Community Engagement division initiatives including adult literacy services, art gallery services, outreach services, project management, programming and venues services, adult services administration, and youth services administration. This report covers a one-month period of staff activity from **June 1, 2023 – June 30, 2023**.

In response to a Board of Trustees inquiry, The Library District provided ACT prep classes at East Las Vegas and West Las Vegas libraries in January 2023. Four classes were conducted over four weeks at each library. Each class lasted 90 minutes, and each week focused on one specific area of the ACT test (English, Math, Reading, and Science). The Library District contracted Excel Academy to pilot the program. Their website still recognizes The Library District as an official partner. The Library District marketed the program on its website, social media, and with a printable flyer in both English and Spanish which is included at the end of the report. Community Engagement Board of Trustees reports in December 2022 and January 2023 mentioned the Excel Academy ACT Prep program.

Youth Services Administration is currently working with library staff and Excel Academy to expand the program. Excel Academy will attend a Youth Services Department Head meeting in August to inform library staff of their class offerings. After evaluating library branch interest and resources, staff anticipates that continued offerings will launch in November for PSAT/SAT prep and in January for ACT prep. Excel Academy recommended these months for preparation as most students will take exams soon after. As The Library District develops future offerings, Youth Services intends to contact CCSD with a partnership ask to help distribute marketing materials.

Since the pandemic, most colleges no longer require SAT or ACT scores, or they accept them with a blind approach. Florida schools still require these metrics. Since the pandemic, most college admissions implemented a five-year moratorium on standardized test scores, and the need for Nevada students to perform well on these exams has diminished.

The Library District offers other resources for college test preparation:
<https://thelibrarydistrict.org/learning-tools/test-prep/>

The Library District additionally offers Tools for School Success, to assist K-12 students:

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https://thelibrarydistrict.org/wp-content/uploads/sites/54/2022/10/Tools_poster-size-for-web_9-22v2.pdf

Images of the printable flyer in both English and Spanish for January 2023 ACT classes and printable flyer for Tools for School Success are included at the end of the report.

Level 2 of *Summer Challenge 2023* completed on June 30. Statistics for the program from May 1-June 30 are shown below with a program comparison to May 1-June 30 of 2022:

	Adult	Youth	2023 Total	2022 Total
Completions	665	1,526	2,191	2,003
Registrations	2,362	5,706	8,068	7,998
Completed Activities	26,944	23,009	49,953	21,336*
Minutes Read	1,092,578	2,532,107	3,624,685	2,436,860*
Super Reader Completions	N/A	997	997	1,002
Super Reader Registrations	N/A	4,556	4,556	4,878

*Includes youth statistics only.

POWERFUL PEOPLE

- Assisted Financial Services to transfer Foundation accounting duties to the Library District.
- Met with Outreach Services staff to create a developmentally appropriate book list for the *My First Library* hospital engagement program.
- Continued development of the Community Engagement New Leader Onboarding presentation.
- Legendary Hip Hop artist Kurtis Blow kicked off the District's Juneteenth celebrations at West Las Vegas Library.
- Senator Rosen announced major high-speed internet funding at East Las Vegas Library.
- Hosted Carolyn Porco for a lecture and Q&A on space exploration.
- Began onboarding new managers in Outreach Services and Literacy Services.

POWERFUL PLACES

- Conducted library branch tours and onboarding for new managers Emilee Wirshing and Gail Sorenson.
- Attended the Arts Community Meetup at Lulu Studios and Available Art Space Projects' gathering for Jim White.
- Held a public reception at Sahara West Library for exhibits by Audrey Barcio, West Coast Drawing, and the Nevada Clay Guild.
- Hosted a Wellness Festival at West Charleston Library for 300 customers.
- Met with General Services to advance capital projects in fiscal year 23-24.
- Conducted outreach and promoted The Library @ Boulevard Mall at Spanish-focused family events and back to school fairs.
- Summer Challenge programs included Adam London (comedy magician at six library locations), Jessica Fichot (a trilingual quartet at three library locations), and Ken Lamug (local author at one library location).
- Sahara West Library held Viva Las Vegas Vinyl Listening Club in support of the 50th Anniversary of Hip Hop.

POWERFUL PARTNERSHIPS

- Met with The International School of Hospitality to discuss ongoing partnership opportunities
- Met with Lee Canyon Marketing and Sales Director Jim Seely to discuss partnership opportunities.
- Hosted a reception for the Community Arts Advocates of Nevada's Summerlin Library exhibit in support of Gender Justice Nevada and the Trevor Project.
- Toured The Rogers Foundation's art collection.
- Installed a special exhibit from the Tule Springs Fossil Beds National Monument in the lobby of Centennial Hills Library.
- Hosted *Homebuyer's Symposium* in partnership with the Department of Housing and Urban Development. North Las Vegas Mayor Pamela Goynes-Brown attended the program.
- Partnered with Nevada Equal Rights Commission to host *Juneteenth: Reflections on Freedom, Racial, and Economic Justice for African Descendants*.
- Collaborated with CCSD Family Resource Center to provide students valuable library resources.
- Expanded the Aviator's partnership with plans for additional sign-up nights in July and August.
- Celebrated diversity with the Discovery Children's Museum Family Equity Day.
- Organized plans to host the Nevada Department of Education QUIS Staff Day.
- Met with University of Nevada Extension to prepare for *Kickoff to Kindergarten* at East Las Vegas.
- Engaged U.S. Space Force and members from Nellis Air Force Base to provide public programs.

POWERFUL PLATFORMS

- Attended new leader onboard training.
- Researched other libraries and organizations venue use policies in preparation of suggested revisions to the Conference Room/Auditorium Rental Policy and Performing Arts Center Rental Policy.
- Developed plans with Branding and Marketing to train and expand Outreach Services social media content.
- Recorded content for Branding and Marketing social media posts of upcoming Outreach Services events via Instagram and Facebook.
- Developed virtual Spanish language class programs.

HIGHLIGHTED EVENTS

Las Vegas Executive Association
Outreach Event - Gold Coast Casino



Audrey Barcio: Sight\Lines
Sahara West



Aviator's Pride Night
Outreach Event - Las Vegas Ballpark



Radio Remote Hot 97.5
Outreach Event - Boulevard Mall



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Community Arts Advocates of Nevada
Summerlin



Nevada Clay Guild
Sahara West



Tule Springs Monument Exhibit
Centennial Hills



Tribute to Tina Turner
Whitney



Alabaster
Clark County



Gabriela Fahnenstiel
Clark County



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Homebuyer's Symposium
Clark County



Thistlefoot: Author Reading and Puppet Show
Clark County



Wellness Festival
West Charleston



Juneteenth Kickoff: Reflections on Freedom
Whitney



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*Senator Rosen Press Conference
East Las Vegas*



*Juneteenth Kickoff: Hip Hop the Voice of Freedom
West Las Vegas*



*Read Around the World Family Fair
CCSD Family Resource Fair*



*U.S. Space Force Meet & Greet
West Las Vegas*



*Shadow Puppet Show
Indian Springs Library*



*Partnership Discussion and Tour
Battlebots*



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Hip Hop Bubble Storytime
Goodsprings



Partnership Discussion and Tour
The International School of Hospitality



COLLEGE PREP

ACT PREP PROGRAM

Do you want to achieve your personal highest score for the ACT?

The Library District has partnered with Excel Academy to provide a FREE series of four classes to prepare students for the ACT. Classes are offered at the West Las Vegas Library and the East Las Vegas Library.

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



FREE AND OPEN TO THE PUBLIC. Registration is strongly encouraged. Seating is on a first-come, first-served basis and may be limited. For more information, please scan the QR code or call the East Las Vegas Library at 702.507.3517 or the West Las Vegas Library at 702.507.3983.

FREE Classes

West Las Vegas Library
951 W. Lake Mead Blvd.
Thursdays from 6 p.m. - 7:30 p.m.
January 5, 12, 19 & 26

East Las Vegas Library
2851 E. Bonanza Rd.
Saturdays from 12 p.m. - 1:30 p.m.
January 7, 14, 21 & 28



COLLEGE PREP

ACT PREP PROGRAM

¿Quieres obtener tu mejor puntaje en el examen de evaluación para entrada universitaria conocido como ACT?

El Distrito Bibliotecario se ha asociado con Excel Academy para ofrecer una serie GRATUITA de cuatro clases para preparar a los estudiantes para el examen ACT. Las clases se ofrecen en la Biblioteca West Las Vegas y la Biblioteca East Las Vegas.

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



GRATIS Y ABIERTA AL PÚBLICO. Se recomienda inscripción. Los espacios se dan en orden de llegada, y pueden estar limitados. Para más información, por favor escanee el código QR o llame a la Biblioteca East Las Vegas al 702.507.3517 o la Biblioteca West Las Vegas al 702.507.3983.

GRATIS

Biblioteca West Las Vegas
951 W. Lake Mead Blvd.
Jueves de 6 p.m. a 7:30 p.m.
5, 12, 19 y 26 de enero

Biblioteca East Las Vegas
2851 E. Bonanza Rd.
Sábados de 12 p.m. a 1:30 p.m.
7, 14, 21 y 28 de enero



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TOOLS FOR SCHOOL SUCCESS!

Click on each box to view these Homework Help resources using your library card!

General

Biography

Books & Reading

Geography

History

Math

Science & Technology

Practice Skills At Home

SCHOLASTIC GO! Source of nonfiction content, news, maps, and videos targeted for kids. <small>GRADES 2-12</small>	BIOGRAPHY Biographies of the world's most influential people. <small>GRADES 4-8</small>	ENCICLOPEDIA ESTUDIANTIL HALLAZGOS Enciclopedia en español, en línea. <small>GRADES 6-12</small>	EXPLORA Biographies on actors to scientists and everyone in between. <small>GRADES 4-6</small>	WORLD BOOK STUDENT Access thousands of articles, learning resources, and research tools from the World Book Encyclopedia. <small>GRADES 6-12</small>	EARLY WORLD OF LEARNING Read-along books, videos, games, and printable activities. <small>GRADES 4-5</small>
LITFINDER Short stories, speeches, and plays. <small>GRADES 6-12</small>	LITERATURE RESOURCE CENTER Author information, overviews, literary criticism, and reviews. <small>GRADES 6-12</small>	NOVELIST K-8 PLUS Find books that are just right for your reading level and interests. <small>GRADES 4-8</small>	SCHOOL READING LISTS Find books from your school's AR list. <small>GRADES 4-8</small>	AMERICA THE BEAUTIFUL Geography, history, people, economy and government of each state. <small>GRADES 4-8</small>	CULTUREGRAMS Information on countries and territories including customs, lifestyles, and social conditions. <small>GRADES 6-12</small>
ENCICLOPEDIA ESTUDIANTIL HALLAZGOS Enciclopedia en español, en línea. <small>GRADES 6-12</small>	EXPLORA Facts on countries and cultures with videos, maps, and photos. <small>GRADES 4-6</small>	UNITED STATES GEOGRAPHY Geographic, historic, political, and cultural information in the United States. <small>GRADES 6-12</small>	WORLD GEOGRAPHY Geographic, political, social, economic, and cultural information of the world. <small>GRADES 6-12</small>	AMERICAN GOVERNMENT U.S. government and political system. <small>GRADES 6-12</small>	AMERICAN HISTORY People, events, and stories of our nation's evolution. <small>GRADES 6-12</small>
HISTORY REFERENCE CENTER Articles, biographies, images, maps, and videos in history. <small>GRADES 6-12</small>	WORLD AT WAR Information on military conflicts from the past to present. <small>GRADES 6-12</small>	WORLD HISTORY: ANCIENT AND MEDIEVAL ERAS Early human history from prehistoric times to the beginnings of the Renaissance. <small>GRADES 6-12</small>	WORLD HISTORY: THE MODERN ERA History from the Renaissance to the present day. <small>GRADES 6-12</small>	BRAINFUSE Get help with your homework from live online tutors. <small>GRADES 6-COLLEGE</small>	LEARNINGEXPRESS LIBRARY Skill building resources for classroom and homework success. <small>GRADES 6-COLLEGE</small>
AMAZING ANIMALS Images, articles, and videos about all of the species of animals. <small>GRADES 4-6</small>	NATIONAL GEOGRAPHIC KIDS Amazing adventures in science, nature, culture, archaeology, and space. <small>GRADES 4-6</small>	SCIENCE Information on today's most significant science topics. <small>GRADES 6-12</small>	SCIENCEFLIX Science education through hands-on projects, videos, interactive features, and more. <small>GRADES 2-12</small>	SCIENCE REFERENCE CENTER Science encyclopedias, reference books, magazines and other sources. <small>GRADES 6-12</small>	EDUCATION.COM Educational games to help students excel in math and reading. <small>GRADES PRE-4-8</small>
IXL Unlimited practice in over 6,000 school subjects. <small>GRADES 6-12</small>	MUZZY World's #1 language course enjoyed by language beginners. <small>GRADES PRE-4-5</small>	NEVADA CAREER EXPLORER Learn how to start your dream career. <small>GRADES 6-12</small>	PETERSON'S TEST PREP Test prep eBooks, practice tests, and scholarships. <small>GRADES 6-COLLEGE</small>	SOCIATES Learn math through games and earn prizes. <small>GRADES 4-8</small>	Las Vegas-Clark County LIBRARY DISTRICT TheLibraryDistrict.org <small>REV 5.8.22</small>

**ITEM VII.A.2.b.****MEMORANDUM**

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Matt McNally, Community Engagement Director

DATE: August 31, 2023

SUBJECT: Community Engagement Activity Report, September 2023

This report provides an overview of District-wide Community Engagement division initiatives including adult literacy services, art gallery services, outreach services, project management, programming and venues services, adult services administration, and youth services administration. This report covers a one-month period of staff activity from **July 1, 2023 – July 31, 2023**.



Customer Mellisa Fletcher wrote The Library District on July 13 regarding *Summer Challenge 2023*:

I just want to say thank you to the Library for giving my boys a chance to go to the summer league game. They got some autographs, and they got their grandparents to come into town to spend more time with them. We are truly honored, as our family would have never been able to afford an event like that. We cannot say thank you enough.

Summer Challenge 2023 completed on July 31. Statistics for the program are shown below with a comparison to *Summer Challenge 2022*:

	Adult	Youth	2023 Total	2022 Total
Completions	938	2,154	3,092	2,835
Registrations	2,921	6,946	9,867	9,550
Completed Activities	55,380	45,653	101,033	44,045*
Minutes Read	1,682,351	5,624,365	7,306,716	5,256,902*
Super Reader Completions	N/A	1,426	1,426	1,487
Super Reader Registrations	N/A	5,685	5,685	5,922

*Includes youth statistics only.

POWERFUL PEOPLE

- Hired Shannon Rooney to the position of Literacy Instructional Supervisor.
- Hired Angela Hamilton to the position of Early Childhood Outreach Educator.
- Met with Lynda Tache and Desirae Wingerter at Collaboration Center Foundation: The Hub, and discussed the promotion of library services and future partnership opportunities.
- Met with Brian Kendall from the City of Henderson and discussed arts and culture programming.
- Continued management onboarding for Outreach Services Manager Emilee Wirshing and Literacy Services Manager Gail Sorensen.
- Met with Malik Williams (Workforce Connections) and Anna Cedro (Workforce One-Stop Delivery System) to review employee onboarding and a new orientation guide for EmployNV staff working in library branches.
- Engaged Shaundell Newsome to plan and execute *Teen Tycoons* a Business 101 workshop at the Best Buy Teen Tech Center. Sixteen teens learned how to start their own small business. After the workshop, staff chose three winners from teen presenters to receive funds and start their business. The first place winner, Mario, is starting a fashion design business and will host a fashion show at the Clark County Library on October 28, 2023.
- Hosted art gallery receptions for exhibits by Katie Castro at Windmill Library and Gail Gilbert at Summerlin Library.
- Led a tour of art professionals from Clark County Public Arts through the current gallery exhibits at Sahara West Library.
- Met with small business owner and artist Lel Kihm about an upcoming library exhibit for Asian American, Native Hawaiian, and Pacific Islander Heritage Month.
- Dancers from 20 professional companies participated in the 25th Annual Las Vegas Dance in the Desert Festival at Summerlin Library.
- Met with the Hip Hop committee to discuss final program artifacts for the National committee archives. The Library District submitted fifteen items, far exceeding the minimum of three.
- Met with Education Director of the Las Vegas Natural History Museum Grace Njoroge to strengthen partnership opportunities.

POWERFUL PLACES

- The Adult Learning Program registered 557 students for Cycle I ESL classes.
- The Library District purchased 25 seats to the Career Online High School for qualifying customers to earn a high school diploma.
- Met with Technical and Production Services staff to discuss rigging in the Summerlin Library Theater. Contracted In-House Productions to complete a full inspection of equipment and scheduled needed repairs.
- Planned August installations of theatrical equipment including video/sound control computers and theatrical lighting in the Performing Arts Centers.
- Hosted an annual summit of the National Association of Workforce Development Board (NAWB) at the Sahara West Library EmployNV Business Hub. Director Watson spoke at the event.
- Conducted library branch tours for new Literacy and Outreach Managers Gail Sorenson and Emilee Wirshing.
- Attended fine art events at ASAP, Priscilla Fowler Fine Art, Sistas That Paint, Couper Russ Studio, Winchester Cultural Center Gallery, and Lulu Studios.
- Collaborated with multiple local and state agencies to provide support at the East Las Vegas Back to School Fair.

- Youth Services Administration secured 12,500 free solar eclipse glasses through StarNet and SEAL (Solar Eclipse Activities for Libraries). Distribution of glasses will occur in conjunction with science programs at all library branches leading up to the annual eclipse on October 14.

POWERFUL PARTNERSHIPS

- Met with RTC and discussed partnership opportunities of promoting library services at bus stops and transit centers.
- Participated in the comprehensive One-Stop recertification self-assessment and continuous improvement process with Workforce Connections.
- Expanded our partnership with the Las Vegas Aviators regarding future outreach commitments on the concourse.
- Planned participation in parade and festival activities for the Historic Westside 100 year celebration.
- Participated in a consortium of community agencies for Connecting Hands Offering Lifelong Learning Adventures (CHOLLA) educational meetings. Students of CCSD may visit participating agencies for educational experiences.
- Engaged community coordinators via the CCSD community partner resource fair.
- Attended supervisor training at Cristo Rey St. Viator Campus to host a high school intern.
- Met with early childhood education partners: Baby's Bounty, Nevada PEP, Clark County Parenting Project, and Family to Family, to discuss their organization inclusion on the Library District's Ready for K webpage.
- Hosted the final performance of the Performing and Visual Arts Camp (PVAC) at the West Las Vegas Library in partnership with the City of Las Vegas.
- Presented local not-for-profit group CirKISH to over 300 customers.
- The Three Square senior meal program in partnership with The Library District continues serving over 150 customers at each program at three library branches weekly.
- Adult Services Administration and Centennial Hills Library began work with the Mats Project, a local nonprofit organization dedicated to gathering needed supplies for individuals experiencing homelessness.
- Collaborated with Nevada Department of Wildlife to provide education classes about local wildlife.
- Created plans to expand the pilot program of Project Marilyn to other library locations.
- Coordinated fall 2023 Kids Café meal service training between Three Square and assigned Youth Services staff.

POWERFUL PLATFORMS

- The Adult Learning Program received \$10,000 from American Institutes for Research (AIR) to provide staff professional development training.
- Collaborated for the second straight year with the Indie Author Project on Biblioboard. Librarians from across the U.S. and Canada will evaluate 64 Nevada entries to represent our state in September. Winners will be announced in November, just prior to the 2023 Indie Author Day Book Fair at Enterprise Library on Saturday, November 4.
- Participated in staff meetings to launch new Communico modules: Attend, Schedule.
- Provided a Community Engagement update to all staff at the post-game Town Hall.
- Reviewed and revised Key Performance Indicator (KPI) documents for Library District long-term statistics tracking.
- Attended a bi-monthly Branding & Marketing/Community Engagement priority events planning meeting.

- Attended the Policy Review committee meeting.
- Promoted library services at the Spanish language Fiesta 98.1 radio Fiesta De La Familia.
- Promoted library services at two Cox Back-to-School events in underserved areas of the community.
- Supported local non-profit organization Transitioning Boys in to Men with a Library District donation of iPads, Chromebooks, and unwanted sound and projector equipment.
- Provided Adult Services staff access to Cricut. The platform is a smart cutting machine that integrates with an app, which allows a user to design and personalize almost anything.
- Began planning for Youth and Adult Services staff summits in December 2023.

HIGHLIGHTED EVENTS

Partnership Discussion
Collaboration Center The Hub



Adult Learning Program Instructor Kick-Off
Clark County



National Association of Workforce Development Board
Sahara West



Alina Lindquist: Musings of the Mojave
West Charleston



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*Outreach Event - Las Vegas Aviators
Las Vegas Ballpark*



*Outreach Event – 98.1 Fiesta De La Familia
Boulevard Mall*



*Outreach Event – CCSD Community
Partners Resource Fair
Canyon Springs High School*



*Celebrate Independence Day with the
Swing It Girls
West Charleston*



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*Outreach Event – STEAM Programming
Safe Key*



*Outreach Event – STEAM Programming
Safe Key*



*Teen Tycoons
Clark County*



*Teen Tycoons
Clark County*



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Gail Gilbert: A Curious Quiet
Summerlin



Pentagological Brass
West Charleston



Dance in the Desert
Summerlin



Social CirKISH
Summerlin



Christmas in July
Clark County



Hip Hop Sewing: Bucket Hats
Enterprise



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*John Lewitt: Blast Off with Reading
Magic Show*
Rainbow



*The Queen of Hearts: A Musical Tribute to
Edith Piaf*
Clark County



*Summer Challenge
Neon Museum Ticket Winner*
Whitney



End of Summer Back to School Fair
Whitney



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*Summer Challenge
Neon Museum Ticket Winner
Spring Valley*



*Summer Challenge
Neon Museum Ticket Winner
West Las Vegas*



*Summer Challenge Level 3 Winner
Rainbow*



*Summer Challenge Level 2 Winner
Enterprise*



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Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
June 2023

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	584	19	339	6	20	2	2	22	202	87	248	0	0	111	452
BUNKERVILLE	343	21	1,235	8	73	0	0	165	308	1	24	0	0	166	332
CENTENNIAL HILLS	35,809	2	61,634	683	2,152	17	123	49	2,247	9	213	16	367	91	2,950
CLARK COUNTY	14,879	9	40,924	620	6,054	37	1,111	165	2,246	61	1,270	43	7,535	306	12,162
EAST LAS VEGAS	10,633	12	22,821	437	4,141	115	1,454	45	323	49	465	11	448	220	2,690
ENTERPRISE	16,704	6	18,361	331	1,933	24	172	35	1,022	31	584	28	736	118	2,514
GOODSPRINGS	219	25	655	2	36	1	4	11	30	5	37	0	0	17	71
INDIAN SPRINGS	664	17	3,608	9	119	4	26	1	2	197	455	0	0	202	483
LAUGHLIN	3,675	15	3,379	57	640	12	270	10	83	1	150	2	24	25	527
MEADOWS	582	20	2,394	27	147	16	16	2	7	34	1,020	0	0	52	1,043
MESQUITE	7,159	13	8,783	195	1,009	77	481	64	1,606	32	298	2	6	175	2,391
MOAPA TOWN	263	23	764	3	69	1	0	3	32	9	30	0	0	13	62
MOAPA VALLEY	3,293	16	2,067	20	372	5	15	27	449	16	313	0	0	48	777
MOUNT CHARLESTON	267	22	776	1	15	2	31	1	17	8	65	0	0	11	113
RAINBOW	21,933	4	14,017	422	2,287	4	45	21	629	25	605	14	445	64	1,724
SAHARA WEST	36,243	1	30,287	620	3,022	99	507	42	2,465	9	174	30	512	180	3,658
SANDY VALLEY	644	18	1,006	6	29	8	54	2	7	2	8	0	0	12	69
SEARCHLIGHT	231	24	220	2	15	3	7	2	4	37	67	0	0	42	78
SPRING VALLEY	16,536	7	23,705	282	3,303	7	69	94	1,082	62	2,875	2	16	165	4,042
SUMMERLIN	21,049	5	20,133	382	1,113	19	170	22	1,281	19	623	11	2,745	71	4,819
SUNRISE	14,831	10	14,213	354	2,383	0	0	31	772	34	692	0	0	65	1,464
WEST CHARLESTON	13,077	11	20,389	323	2,356	52	217	59	557	79	996	13	483	203	2,253
WEST LAS VEGAS	4,057	14	16,089	213	2,921	45	432	52	653	153	2,992	17	787	267	4,864
WHITNEY	15,367	8	19,628	384	3,132	35	1,088	88	1,427	73	1,268	9	376	205	4,159
WINDMILL	33,674	3	25,989	785	2,898	45	185	77	1,316	18	617	26	2,752	166	4,870
WINDMILL SERVICE CENTER	623,959		0	1,755	46,870	9	160	18	391	12	1,392	0	0	39	1,943
2023 MONTHLY TOTAL	896,675		353,416	7,927	87,109	639	6,639	1,108	19,158	1,063	17,481	224	17,232	3,034	60,510
2023 YTD TOTAL	10,704,658		4,053,153	99,650	1,076,234	12,560	163,937	11,147	211,663	8,589	269,997	2,740	121,142	35,036	766,739

ANNUAL MONTHLY COMPARISON														
2022 MONTHLY TOTAL	871,663	343,527	6,707	86,898									2,570	68,810
% CHANGE	3%	3%	18%	0%									18%	-12%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	9,508,475		3,487,616		67,503		1,049,294							26,905	616,654
% CHANGE	13%		16%		48%		3%							30%	24%

ANNUAL MONTHLY COMPARISON														
2021 MONTHLY TOTAL	744,322	297,190	5,130	80,773									1,717	38,774
% CHANGE	20%	19%	55%	8%									77%	56%
2020 MONTHLY TOTAL	589,075	181,863	3,404	54,143									217	15,470
% CHANGE	52%	94%	133%	61%									1298%	291%
2019 MONTHLY TOTAL	1,029,014	508,021	8,823	163,279									2,285	70,123
% CHANGE	-13%	-30%	-10%	-47%									33%	-14%

ANNUAL YTD COMPARISON															
FY 20-21 YTD TOTAL	8,715,542		3,171,607	53,856	994,936									14,962	262,800
% CHANGE	23%		28%	85%	8%									134%	192%
FY 19-20 YTD TOTAL	9,746,992		4,278,550	139,562	1,387,737									18,566	517,327
% CHANGE	10%		-5%	-29%	-22%									89%	48%
FY 18-19 YTD TOTAL	11,628,835		5,804,806	139,562	1,982,396									23,392	707,700
% CHANGE	-8%		-30%	-29%	-46%									50%	8%

Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
July 2023

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	596	18	357	1	25	11	53	22	108	72	293	0	0	105	454
BUNKERVILLE	337	22	974	4	59	1	21	116	443	1	49	0	0	118	513
CENTENNIAL HILLS	32,758	2	74,737	586	2,342	21	176	48	2,417	13	538	13	148	95	3,279
CLARK COUNTY	15,910	8	45,490	530	6,086	40	2,859	160	1,617	38	1,380	34	828	272	6,684
EAST LAS VEGAS	10,449	12	23,785	450	3,866	94	2,066	40	276	59	6,681	13	1,107	206	10,130
ENTERPRISE	15,918	7	20,693	348	2,128	52	173	28	770	42	985	17	655	139	2,583
GOODSPRINGS	382	21	136	1	25	2	8	13	44	7	31	0	0	22	83
INDIAN SPRINGS	573	19	3,205	10	95	3	21	4	14	29	510	0	0	36	545
LAUGHLIN	3,776	15	2,814	41	535	24	156	9	37	16	50	0	0	49	243
MEADOWS	894	17	2,016	21	138	10	10	2	36	33	1,462	0	0	45	1,508
MESQUITE	7,138	13	9,500	105	1,027	51	369	61	1,649	27	267	2	17	141	2,302
MOAPA TOWN	313	23	734	2	56	1	0	3	18	14	469	0	0	18	487
MOAPA VALLEY	2,707	16	1,999	28	319	5	23	24	579	6	140	0	0	35	742
MOUNT CHARLESTON	259	24	945	2	14	5	53	0	0	9	139	0	0	14	192
RAINBOW	20,017	5	11,521	358	2,355	7	72	50	1,257	62	2,241	14	258	133	3,828
SAHARA WEST	34,649	1	30,883	546	3,113	102	448	43	2,466	4	167	25	327	174	3,408
SANDY VALLEY	421	20	991	1	27	8	34	0	0	6	70	0	0	14	104
SEARCHLIGHT	219	25	462	10	22	2	9	3	48	28	113	0	0	33	170
SPRING VALLEY	17,271	6	27,251	338	3,414	13	95	94	1,415	49	2,261	10	206	166	3,977
SUMMERLIN	21,228	4	19,534	463	1,324	8	52	17	1,225	29	1,434	9	398	63	3,109
SUNRISE	14,980	9	13,652	284	2,344	8	73	26	633	39	974	0	0	73	1,680
WEST CHARLESTON	12,808	11	20,941	215	2,484	42	281	45	519	101	1,188	12	103	200	2,091
WEST LAS VEGAS	4,012	14	16,039	227	2,965	46	415	65	396	160	3,249	13	268	284	4,328
WHITNEY	14,785	10	19,675	319	2,998	9	710	76	1,407	45	3,196	2	45	132	5,358
WINDMILL	30,921	3	22,257	701	2,872	40	318	29	1,020	23	994	23	1,260	115	3,592
WINDMILL SERVICE CENTER	681,133		0	2,146	47,955	159	2,033	28	674	12	4,292	0	0	199	6,999
2023 MONTHLY TOTAL	944,454		370,591	7,737	88,588	764	10,528	1,006	19,068	924	33,173	187	5,620	2,881	68,389
FY 23-24 YTD TOTAL	944,454		370,591	7,737	88,588	764	10,528	1,006	19,068	924	33,173	187	5,620	2,881	68,389

ANNUAL MONTHLY COMPARISON

2022 MONTHLY TOTAL	878,789	307,516	6,283	86,141	754	9,138	915	17,709	845	28,013	216	6,292	2,730	61,152
% CHANGE	7%	21%	23%	3%	1%	15%	10%	8%	9%	18%	-13%	-11%	6%	12%

ANNUAL YTD COMPARISON

FY 22-23 YTD TOTAL	878,789	307,516	6,283	86,141	754	9,138	915	17,709	845	28,013	216	6,292	2,730	61,152
% CHANGE	7%	21%	23%	3%	1%	15%	10%	8%	9%	18%	-13%	-11%	6%	12%

ANNUAL MONTHLY COMPARISON

2021 MONTHLY TOTAL	764,365	301,511	5,168	83,173									1,790	34,023
% CHANGE	24%	23%	50%	7%									61%	101%
2020 MONTHLY TOTAL	759,365	235,015	3,609	76,329									483	9,722
% CHANGE	24%	58%	114%	16%									496%	603%
2019 MONTHLY TOTAL	1,044,927	502,299	7,766	156,347									2,202	56,921
% CHANGE	-10%	-26%	0%	-43%									31%	20%

ANNUAL YTD COMPARISON

FY 21-22 YTD TOTAL	764,365	301,511	5,168	83,173									1,790	34,023
% CHANGE	24%	23%	50%	7%									61%	101%
FY 20-21 YTD TOTAL	759,365	235,015	3,609	76,329									483	9,722
% CHANGE	24%	58%	114%	16%									496%	603%
FY 19-20 YTD TOTAL	1,044,927	502,299	7,766	156,347									2,202	56,921
% CHANGE	-10%	-26%	0%	-43%									31%	20%



ITEM VII.A.2.c.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: JoAnn Prevetti MBA, Development Director

DATE: August 31, 2023

SUBJECT: Development Report, September 2023 (Development Financial Report Attached)

Development Department Powerful Plays in August 2023

June Grants to be written - \$530,000

Nevada Partners - \$30,000

F1 - \$500,000

Bookstore Sales – July 1, 2023 – July 31, 2023

July numbers not yet posted

Powerful Platforms/People/Partnerships/Places

End of July/August Meetings

7/31/23 – Dr. Gregory Schneider – Roseman University – National Library of Medicine Funded Health and Wellness programming

7/31/23 – Jeff Lund – GM of Meow Wolf – Program Funding/Partnerships

8/2/23 – Wanda Blair – LVRJ – in-kind WiFi promotion

8/2/23 – Tina Quigley – LVGEA – Library Partnerships

8/2/23 – Jason Dioro – United Way – Career Online High School Program

8/3/23 – Congresswoman Susie Lee – Open House/Federally Funded Library Wi-Fi Program

8/3/23 – Hollie Thornton – UMC – Library @ UMC

8/4/23 – Latin Chamber Event

8/4/23 – Nick Maldonado – Owner of Toro Taxes – Library Programming

8/7/23 – Laura DeLaCruz – Boyd Gaming – Library Programming

8/8/23 – Marcela Rodriguez-Campo – Nevada State University/Library collaboration

8/9/23 – Las Vegas Chamber Breakfast with Congresswoman Titus

8/9/23 – Clark County Bar Association Luncheon with Commissioner Segerblom

8/10/23 – American Association of Fundraising Professionals Webinar

8/10/23 – Michelle Cho – Founder and CEO of Echo Wealth Partners, LLC

8/10/23 – NFL Community Event

8/10/23 – Best of Las Vegas Awards – Resorts World

8/11/23 – Meeting with Foundation Chair Hoapili re: Foundation Projects

8/12/23 – Anonymous Bequest Donor Lunch

8/14/23 – F1 – Programming discussion

8/15/23 – Michelle Sanders – Rogers Foundation Donation to Foundation/Library District
8/15/23 – Councilman Brian Knudsen – Federally Funded Library Wi-Fi Program
8/16/23 – Library tour with Make a Wish Manager – Kelly Naranja
8/16/23 – Library tour with Plaza Hotel Executive – Natasha White
8/17/23 – Las Vegas Executives Association – Library Tour
8/18/23 - Federally Funded Library Wi-Fi Program – Kick off event @ West Charleston Library
8/18/23 – Latin Chamber of Commerce Luncheon – Kelvin Watson recognized for Wi-Fi program
8/22/23 – Joe Dagher, Ballard Spahr – Library Foundation Collaboration
8/22/23 – Roger Jones – Vegas Tickets – program funding
8/23/23 – Congresswoman Susie Lee/Three Square discussion re: food insecurities and libraries – Spring Valley Library
8/24/23 – Asian Chamber Luncheon – Governor Lombardo – Key Note Speaker
8/24/23 – Karen Schnog – City of Las Vegas - Federally Funded Library Wi-Fi Program
8/25/23 – Dr. Gregory Schneider – Roseman University – National Library of Medicine Funded Health and Wellness September event
8/28/23 - Daisey Lewis – Pep Nevada – partnerships
8/28/23 – Brittany McCoy – United Way of Southern Nevada – grant opportunities

September Pending Meetings

Ms. Piper Overstreet – Raiders

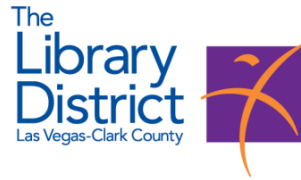
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August 2023 - Development Financial Report

FOUNDATION AWARDED	FOUNDATION PENDING	FOUNDATION DENIED	BOOKSTORE SALES	DISTRICT AWARDED	DISTRICT PENDING	DISTRICT DENIED
7/1/23 – 8/31/23			7/1/23 – 8/31/23	7/1/23 – 8/31/23		
\$111,232.77	\$180,000		Sales pending	\$0.00	\$15,205,000	\$0.00

	DISTRICT AWARDED GRANTS 7/1/23 – 8/31/23			DISTRICT	SUBMITTED Pending award notification	GRANTS		DISTRICT	DENIED GRANTS	
				Congressman Horsford Appropriations	Capital Project – West Las Vegas Library	\$10,000,000				
				Congresswoman Lee	Capital Project – Rainbow Library	\$5,000,000				
				Southern Stem Network Grant V	STEM Lab - Meadows	5,000				
				ALA	Literacy Kits Mesquite and Sahara West	\$4,000				
				Best Buy	Teen Tech Center	\$10,000				
				OSIT	Stem Lab Centennial Hills	\$49,131				
				LSTA	Continuing Education for Staff (\$1,500 per staff member – awaiting final number)	TBA				
	TOTAL DISTRICT GRANTS AWARDED	\$0.00		TOTAL	PENDING GRANTS	\$15,205,000		TOTAL	DENIED	\$0.00

	FOUNDATION AWARDED FUNDING 7/1/23 – 8/31/23		FOUNDATION	SUBMITTED Pending award notification	GRANTS	FOUNDATION	DENIED GRANTS	
Anonymous Gaming Donor	Tutoring Funding	\$5,000	Aviators	Support Youth Programs *\$2,500-\$5,000 TBD	\$5,000			
Vegas Tickets	Enterprise Program Funding \$12k per year for 3 years	\$36,000	Intermountain Healthcare	Mobile Phone Program – People experiencing homelessness	\$100,000			
Kurt and Pamela Huffman Foundation	Restricted for Library Programming	\$5,000	Mercado	Latino Community Marketing	\$20,000			
Patricia S. Dent Legacy Charitable Fund	Restricted for Library Programming	\$16,507.37	Chase Bank	Library Programming	\$50,000			
Aviators	Library Districted Program	\$85.00	Cox	Lego Lab	\$5,000			
Rogers Foundation	Appraised Artwork – restricted to be donated to Library Art Gallery	\$21,800						
Rogers Foundation	Estimated monetary value of artwork donated to sell to support library programs	\$5,000						
Meow Wolf	Summer Reading Challenge Admissions Tickets to Meow Wolf	\$1,000						
Derek Parent	477 appraised library collection books for foundation to sell to support Library District Programs	\$20,830						
	Items Donated	\$48,631.00						
	Awarded Funds	\$62,592.37						
	Total Foundation Funding/Donations Awarded	\$111,222.37	Total Pending		\$180,000	Total Denied	Foundation	\$0.00



ITEM VII.A.2.d.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Albert Prendergast, Chief Information Officer

DATE: August 31, 2023

SUBJECT: Information Technology Report, September 2023

This memorandum reports on the Information Technology (IT) division's activities and project updates for the months of July and August and analytics compiled from the period of June 1 to July 31.

POWERFUL PEOPLE

- IT division staff created the July and August editions of the *Primary Sources* eNewsletter to keep staff informed about what's happening in Access Services (AS), Collection and Bibliographic Services (CBS), the Distribution Center (DC), and Electronic Resources (ER).
- DC staff provided one virtual Sierra Rapid Update training for staff at the Windmill Library and one virtual Collection Maintenance 1: Weeding 101 training for staff at the Rainbow Library.
- ER staff facilitated virtual training for branch staff to highlight our Muzzy and Brainfuse online resources to enhance staff's ability to assist customers with using these resources. Muzzy is the world's #1 language course enjoyed by families and language beginners of all ages and Brainfuse is our online homework help program.
- ER staff provided one-on-one assistance to customers with setting up their devices to access the District's online resources.
- Interlibrary Loan (ILL) staff provided one virtual training class on ILL Overview and one virtual training class on How to Place an ILL Request to improve staff's ability to assist customers with the service. AS and ILL staff also developed a learning path in Niche Academy, called Learning about ILL, for staff to watch on-demand to become familiar with ILL services.
- AS staff facilitated the quarterly Computer Center Department Heads meetings virtually to discuss and investigate District-wide technology issues and resolutions. IT department staff attended the meeting and provided updates on various technology projects.
- AS staff revised several internal documents, including the Parental Permission Agreement for Use of the Internet Handout and Procedures, Computer Use Guidelines, and the Mobile Printing Instructions.
- All IT division supervisors attended the required New Leader Onboard Training provided by Library Operations and the virtual New Policy Training For Leaders provided by HR.
- IT Security Analyst attended a week-long CyberSecurity Analyst Plus training provided by Global Knowledge to increase staff ability to protect our information technology assets.
- IT department staff worked with HR to initiate the Annual IT Security Compliance Training for all District staff. The training is designed to increase staff awareness of cybersecurity and protect the District's information technology assets from unauthorized access. This year's training will be provided through the District's new Knowledge College online training solution. Staff will be required to complete several short courses before the end of August.

- CBS and DC staff developed a training class designed to improve staff's ability to assist customers with accessing children's and teen materials, titled "One District, One Collection: Collection Development, the Distribution Center, and YOU." The team presented two in-person sessions at the Centennial Hills Library and the DC.
- CBS staff create a training class titled "Making the Floating Collection Work for Everyone" to educate Youth Services staff on how to optimize the use of the collection. Four sessions of the class were provided for District-wide staff.
- IT department staff provided a Playbook 2026 update at the District's Town Hall presentation, attended by several IT division staff.
- Head of CBS Rebecca Colbert joined Executive Director Kelvin Watson for an interview with the Nevada Week program on Vegas PBS to discuss library District services.

POWERFUL PLACES

- CBS staff added 2,059 titles with 16,411 new items to the collection and withdrew 4,504 items from the library catalog in June and added 1,464 titles with 13,719 new items to the collection and withdrew 4,465 from the catalog in July. The withdrawn items will either be resold or discarded. CBS staff also added 29,102 e-books and e-audiobooks and 3,459 new Hoopla music records in 48 different languages to the collection in June and 16,502 e-books and e-audiobooks and 6,044 new Hoopla music records in 44 languages to the collection in July.
- CBS and ER staff added a new online resource, SizeUp Small Business Insights to our collection. SizeUp Small Business Insights allows customers to research topics related to planning, starting, managing, and growing a business and get insights on industry competition, potential customer base, local analytics, and more.
- CBS staff visited West Charleston Library to discuss the collection and offered strategies to improve circulation.
- DC staff visited the Spring Valley Library to assist with assessing the condition of their collections and presented inventory and circulation data along with other reports to help determine how to prepare the collection for the upcoming branch remodel. DC staff also welcomed branch staff from the Sahara West Library to the DC to select items for their collections.
- DC staff provided fresh content to the Greater Clark County Branches to keep the collections relevant for customers.
- IT department staff continues to work with the Mobile App Implementation Team on the configuration of the various modules. The Team was divided into smaller subgroups to focus the stakeholders on the relevant modules and work commenced on the Attend (for events), Schedule (for appointment management), and Broadcast (for digital advertisement) modules and our Communico Project Manager was onsite for a two-day work visit.
- IT department staff continues to work with General Services on the People Counter Replacement Project. The equipment installations were completed and calibrated at all, except for two locations, and staff training was completed and recorded for future reference. We will continue to monitor the system and collect data through September and remove the old people counters after October 1st.
- IT department staff began working on the next phase of the new DIY 3D Printing Model Project. This next phase will deliver the new model to all of the remaining urban branches that did not participate in the project last fiscal year, including the East Las Vegas, Enterprise, Meadows, Summerlin, Sunrise, and Whitney libraries. IT staff is currently conducting site surveys and collecting inventory information.

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 636 e-mails to the ASK account in June and 649 in July.
- AS staff prepared QuickStart library cards for outreach visits to local schools and other community partners.
- Henderson District Public Library (HDPL) residents checked out 3,089 items from our OverDrive collection, while our customers checked out 485 items from the HDPL through the Reciprocal Lending Agreement in June. HDPL residents checked out 3,775 items from our collection, while our customers checked out 513 items from HDPL in July.
- 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% and the Boulder City Library District accounting for 1.8% in June. Both districts accounted for 9% of the District's OverDrive e-media circulation, with the North Las Vegas Library District accounting for approximately 7% and the Boulder City Library District accounting for 2% in July.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 3.7% of our OverDrive circulation with 12,780 checkouts, and 771 new IDC user accounts were created in June. IDC generated 4.7% of our circulation with 11,986 checkouts and 736 new users in July.
- CBS staff continues to order materials to support Axis 360 as more Clark County School District schools opt-in to the Community Share Program.
- CBS staff added 38 new titles with 73 items to the collection for the North Las Vegas Library District and 501 new unique items to the collection for the Boulder City Library District in June. CBS staff also added 69 new unique items to the collection for the Boulder City Library District in July.
- ILL staff received 413 requests from our customers to borrow materials from other library systems and received 424 requests from other libraries to borrow our items and there were 55 new ILL users in June. ILL staff received 487 requests from our customers to borrow materials from other library systems and received 483 requests from other libraries to borrow our items and there were 58 new ILL users in July.
- IT division staff continues to work with other District departments to deploy the Anytime Library to the Sunrise Hospital. The kiosk is configured, loaded, and ready for use, and awaiting a grand opening date.
- IT division staff worked with other divisions and Cox Communications to complete the launch of the CoxWiFi Program to help close the digital divide by expanding internet access to qualified customers. The program will expand internet access to over 50,000 low-income customers using the Cox Wi-Fi network. AS staff provided the branches with checkout instructions and provides checkout statistics for our regularly scheduled meetings with Cox.
- IT department staff prepared and donated six desktop computers to the Hope for Prisoners organization.
- DC staff created two additional Neighborhood Collections for the West Las Vegas Library's outreach program and sent additional materials to one Neighborhood Collections managed by the Mesquite Library.
- IT department staff assisted the North Las Vegas Library District with the implementation of their new CapiraMobile mobile app.
- IT department staff worked with Library Operations and the Clark County Recorder's Office to complete the installation of a new kiosk at the Mesquite Library. The kiosk would extend

services to Mesquite to allow residents to conduct business with the Recorder's Office without having to travel to Las Vegas.

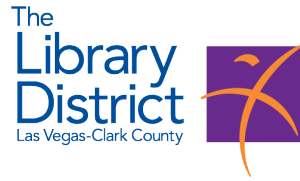
- AS staff completed the Fines Purge process for the District, Boulder City, and the North Las Vegas library district. This three-day process includes the removal of item records, bib records, and patron records related to the purge, as well as multiple syncs with our collection agency. AS staff trained new Financial Services staff on how to complete the process.
- IT department staff attended Supervisor Orientation for the District's Cristo Rey St. Viator Corporate Work Study Program for training for a successful work-study year.
- IT department staff continues to work with Library Operations staff on procedures for winding down the District's Cell Phone Lending Program which launched in April 2022. The program's 18 months of prepaid service only has a few months of service remaining.
- CBS staff added an additional 50 Steam Saturdays Passes for the Neon Museum to our collection. These passes are only valid for entrance into the Steam Saturdays Program. CBS staff continues to work on adding general admission Neon Museum passes to the collection.
- CBS staff continues to work with the Las Vegas Natural History Museum on a potential partnership for adding admission passes to the collection.

POWERFUL PLATFORMS

- IT department staff assisted the HR department on two projects. Staff attended the kickoff meeting for the upcoming talent management system replacement and worked with our human resources information system vendor to configure single sign-on access to make it easier for staff to access the system.
- IT department staff continues to test a new wireless solution at the Enterprise Library as a potential replacement for our existing system.
- Microsoft announced the end of support for the Windows Server 2012 Operating System. IT department staff continues to perform upgrades on several systems ahead of the announced October 2023 date.

Of the \$2,587,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY24, \$125,551 was expended:

- Replacement end-of-life laptops - \$18,951
- Replacement end-of-life tote lifters - \$106,600



ITEM VII.A.3.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Floresto Cabras, Chief Financial Officer

DATE: July 31, 2023

SUBJECT: Financial Services Report, August 2023

This memorandum reports on the Financial Services Department's activities and project updates for the month of July 2023 and analytics compiled from the period of July 1 through July 31, 2023.

Powerful People

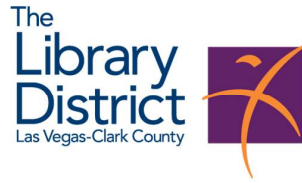
Administration

- Updated the District's cash flow analysis
- Met with the District's independent auditing firm, HintonBurdick
- Prepared and submitted information related to the Fiscal Year 2023 audit
- Submitted required quarterly financial reports related to the Mesquite and East Las Vegas QALICBs
- Worked with District staff regarding purchasing training and procedures
- **Floresto Cabras** attended and participated in Town Hall at the Windmill Library
- **Floresto Cabras** attended Supervisor Orientation for Cristo Rey
- **Martha Ford** participated in "Management Training Course: *How Managers Become Great Leaders*"
- **Louann Sammons** created and updated vendor and customer accounts for accounts payable and accounts receivable in the Microsoft Serenic Navigator system
- **Louann Sammons** prepared and followed up on Agreements for Services for performances scheduled for District-wide events
- **Louann Sammons** prepared weekly bank deposits
- Prepared monthly Budget Status Reports
- Scanned documents and updated files

Accounting

- Coded and verified all transactions (\$5.0M for the month of July)
- Developed policies and procedures related to cash handling and internal controls
- Visited outlying branches; performed branch inventories and observed cash handling procedures
- Performed cash flow analysis
- Performed all payroll related duties, including PERS report
- Performed all accounts payable duties
- Performed all accounts receivable duties, including collections for overdue accounts
- Prepared year-to-date detail transaction reports for each location/department
- Reviewed and reconciled outstanding invoices

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



MEMORANDUM

To: Board of Trustees through Kelvin Watson, Executive Director

From: Floresto Cabias, Chief Financial Officer

Date: July 31, 2023

Subject: Financial Services Report, August 2023

Enclosed are the budget status reports for July 2023. General fund revenues indicate that less than 1% of budgeted revenue has been collected. As tax revenues for the months of July are attributable to FY 2023 (June 30, 2023 and earlier), no tax revenues have been recorded for July 2023.

Property Tax Revenues

FY 2024 property tax revenues have yet to be collected, however, unaudited, estimated FY 2023 revenues are \$58M.

Consolidated Sales Tax Revenues (CTX)

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

The most recent CTX received by the District on July 31, 2023, represents CTX from the month of May 2023. The \$2.5M collected is 5% higher than the amount collected for the same period last fiscal year.

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

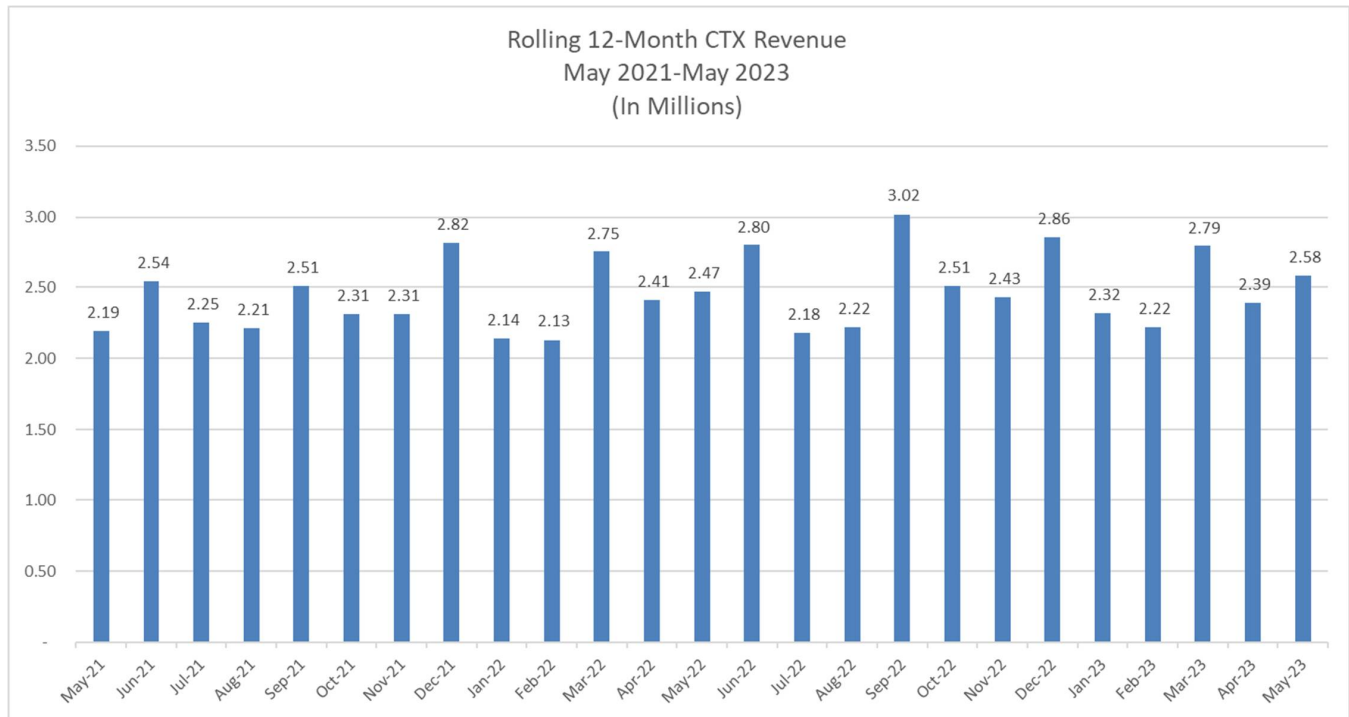
Expenditures

The General Fund has spent 4% of the allocated budget for FY 2024. July 2023 is the first month of FY 2024, so expenditures are showing minimal activity at this time. See the summary of expenditures by department in the reports below.

Ending Fund Balance

For FY 2023, the unaudited, estimated General Fund ending fund balance is \$23.3M, after a transfer of \$34M to the Capital Projects Fund. This ending fund balance combined with the FY 2024 budget has the District on track to make transfers of \$16M from the General Fund to the Capital Projects Fund, while maintaining an ending fund balance that is 15% of FY 2024 budgeted expenditures.

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	2,434,986.56	5.42%
December	2,823,734.48	2,859,714.44	1.27%
January	2,140,260.80	2,319,602.49	8.38%
February	2,133,460.55	2,218,222.45	3.97%
March	2,752,024.85	2,788,228.89	1.32%
April	2,413,904.93	2,389,406.31	-1.01%
May	2,465,382.42	2,578,879.06	4.60%
June	2,784,189.02	-	
TOTAL	29,109,434.54	27,509,649.49	

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

General Fund - 100**From 07/01/2023 Through 07/21/2023**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	472,980.63	61,629,920.00	61,156,939.37	99.23%
Intergovernmental Revenue	-	31,443,860.00	31,443,860.00	100.00%
Charges for Services	41,085.72	1,000,000.00	958,914.28	95.89%
Miscellaneous	10,972.98	1,060,000.00	1,049,027.02	98.96%
Total Revenues	525,039.33	95,133,780.00	94,608,740.67	99.45%
Expenditures				
Salaries	607,287.58	38,647,658.00	38,040,370.42	98.43%
Benefits	267,377.09	17,451,171.00	17,183,793.91	98.47%
Supplies & Services	1,557,330.96	18,703,971.00	17,146,640.04	91.67%
Capital Outlay	1,217,511.09	13,100,000.00	11,882,488.91	90.71%
Total Expenditures	3,649,506.72	87,902,800.00	84,253,293.28	95.85%
Excess (Deficit) of Revenues over (under) Expenditures	(3,124,467.39)	7,230,980.00	10,355,447.39	3.60%

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

General Fund - 100**From 07/01/2023 Through 07/21/2023**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	13,423.24	856,213.00	842,789.76	98.43%
120	Administration - Library Operations	34,416.29	2,080,156.00	2,045,739.71	98.35%
200	Financial Services	20,219.38	2,151,493.00	2,131,273.62	99.06%
215	Community Outreach	7,420.88	751,492.00	744,071.12	99.01%
216	Youth Services	36,707.79	626,538.00	589,830.21	94.14%
217	Adult Services	7,780.36	452,163.00	444,382.64	98.28%
220	Development	10,275.70	764,417.00	754,141.30	98.66%
240	General Services	901,419.58	12,212,958.00	11,311,538.42	92.62%
250	Human Resources	41,594.33	3,039,736.00	2,998,141.67	98.63%
251	HR-Work Insurance	6,836.01	1,501,744.00	1,494,907.99	99.54%
260	Information Technology	538,212.63	4,876,342.00	4,338,129.37	88.96%
270	Literacy Services	23,815.52	2,105,386.00	2,081,570.48	98.87%
280	Branding and Marketing	41,981.99	3,242,024.00	3,200,042.01	98.71%
290	Access Services	18,687.96	1,485,038.00	1,466,350.04	98.74%
310	Collection and Bibliographic Services	1,323,946.67	15,540,578.00	14,216,631.33	91.48%
320	Gallery Services	3,773.79	224,445.00	220,671.21	98.32%
330	Programming and Venues Services	65,564.65	3,629,127.00	3,563,562.35	98.19%
340	Community Engagement	19,308.40	745,461.00	726,152.60	97.41%
400	Library Operations	534,121.55	31,617,489.00	31,083,367.45	98.31%
Total		3,649,506.72	87,902,800.00	84,253,293.28	95.85%

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

General Fund - 100
Library Operations - Dept 400
From 07/01/2023 Through 07/21/2023

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	3,756.42	155,745.00	151,988.58	97.59%
110	Bunkerville	2,593.22	140,898.00	138,304.78	98.16%
120	Clark County Library	49,295.43	3,029,255.00	2,979,959.57	98.37%
130	Enterprise Library	26,568.91	1,719,983.00	1,693,414.09	98.46%
140	Goodsprings	1,716.42	99,926.00	98,209.58	98.28%
160	Indian Springs	2,523.71	183,824.00	181,300.29	98.63%
180	Laughlin	12,896.81	795,301.00	782,404.19	98.38%
190	Mesquite	20,814.43	1,347,002.00	1,326,187.57	98.45%
200	Moapa Town	1,966.18	143,048.00	141,081.82	98.63%
210	Moapa Valley	6,765.55	377,164.00	370,398.45	98.21%
220	Mount Charleston	2,722.01	123,744.00	121,021.99	97.80%
230	Rainbow Library	36,415.35	2,083,003.00	2,046,587.65	98.25%
240	Sahara West Library	49,018.65	2,809,692.00	2,760,673.35	98.26%
250	Sandy Valley	2,694.25	146,564.00	143,869.75	98.16%
260	Searchlight	2,106.94	127,251.00	125,144.06	98.34%
270	Spring Valley Library	30,560.66	1,981,743.00	1,951,182.34	98.46%
280	Summerlin Library	27,920.47	1,632,199.00	1,604,278.53	98.29%
290	Sunrise Library	30,442.49	1,709,642.00	1,679,199.51	98.22%
300	West Charleston Library	34,712.18	1,977,411.00	1,942,698.82	98.24%
310	West Las Vegas Library	32,904.21	1,893,563.00	1,860,658.79	98.26%
320	Whitney Library	31,838.16	1,753,818.00	1,721,979.84	98.18%
360	Meadows Library	2,364.79	171,485.00	169,120.21	98.62%
370	Centennial Hills	35,811.43	2,156,434.00	2,120,622.57	98.34%
380	Windmill Library	36,343.16	2,164,055.00	2,127,711.84	98.32%
390	East Las Vegas Library	41,000.00	2,270,824.00	2,229,824.00	98.19%
605	City Misdemeanant	7,977.44	203,063.00	195,085.56	96.07%
610	Clark County Detention Dept.	392.28	420,852.00	420,459.72	99.91%
Total		534,121.55	31,617,489.00	31,083,367.45	98.31%

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

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

General Fund - 100
From 07/01/2023 Through 07/21/2023

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	509,066.56	29,690,787.00	29,181,720.44	98.29%
51200 Salaries - Part Time	96,446.85	7,610,310.00	7,513,863.15	98.73%
51300 Overtime Pay	215.66	63,250.00	63,034.34	99.66%
51400 Call Back Pay	442.34	12,091.00	11,648.66	96.34%
51500 Standby Pay	1,116.17	56,317.00	55,200.83	98.02%
51600 Longevity Pay	-	264,903.00	264,903.00	100.00%
51700 Separation Pay	-	450,000.00	450,000.00	100.00%
51800 Leave Buyout	-	500,000.00	500,000.00	100.00%
55100 Employees Retirement	150,011.44	10,272,409.00	10,122,397.56	98.54%
55200 Group Insurance	103,300.18	5,781,560.00	5,678,259.82	98.21%
55300 Workers' Comp. Payments	-	271,544.00	271,544.00	100.00%
55400 Medicare Coverage Expense	14,065.47	975,658.00	961,592.53	98.56%
55500 Unemployment Insurance	-	150,000.00	150,000.00	100.00%
61100 Office Supplies	18,522.11	559,680.00	541,157.89	96.69%
61110 Operating Supplies	42,305.70	814,090.00	771,784.30	94.80%
61120 Software & User Licenses	-	504,052.00	504,052.00	100.00%
61130 Software Maintenance	401,080.36	1,257,000.00	855,919.64	68.09%
61200 Book Materials & Supplies	10,318.26	110,000.00	99,681.74	90.62%
61205 Interlibrary Loan	-	4,500.00	4,500.00	100.00%
61210 Small Equipment	7,894.65	396,500.00	388,605.35	98.01%
61400 Equipment Repair & Maint.	29,364.03	771,856.00	742,491.97	96.20%
61410 Contracted Services	332,839.53	7,094,016.00	6,761,176.47	95.31%
61420 Building Repair & Maint.	8,262.42	400,000.00	391,737.58	97.93%
61500 Rental Expenses	2,550.95	69,566.00	67,015.05	96.33%
61600 Telephone	73,432.51	690,000.00	616,567.49	89.36%
61700 Utilities	112,637.52	2,035,910.00	1,923,272.48	94.47%
61800 Insurance & Bonds	418,577.21	438,954.00	20,376.79	4.64%
61900 Professional Services	71,830.41	864,000.00	792,169.59	91.69%
61910 Legal Services	-	364,500.00	364,500.00	100.00%
62200 Collection Agencies	-	100,000.00	100,000.00	100.00%
62300 Board Compensation	320.00	10,000.00	9,680.00	96.80%
62500 Postage	-	316,500.00	316,500.00	100.00%
62510 Advertising	7,641.00	336,700.00	329,059.00	97.73%
62600 Community Events	1,153.14	83,250.00	82,096.86	98.61%
62610 Staff Day	-	30,000.00	30,000.00	100.00%
62620 Recruitment	2,484.96	20,000.00	17,515.04	87.58%
62700 Education & Training	4,792.19	225,000.00	220,207.81	97.87%
62800 Travel & Transportation	5,663.88	271,500.00	265,836.12	97.91%
62900 Printing & Reproduction	4,656.00	365,250.00	360,594.00	98.73%
63000 Dues & Subscriptions	844.00	53,110.00	52,266.00	98.41%
65000 Miscellaneous Expenses	160.13	35,800.00	35,639.87	99.55%
65100 Bank Charges	-	50,000.00	50,000.00	100.00%
67000 Rental Expenses to QALICBs	-	432,237.00	432,237.00	100.00%
81700 Library Books	1,217,511.09	13,100,000.00	11,882,488.91	90.71%
Total	3,649,506.72	87,902,800.00	84,253,293.28	95.85%

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

Grant Fund - 220

From 07/01/2023 Through 07/21/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Intergovernmental Revenue	-	20,000,000.00	20,000,000.00	100.00%
Total Revenues	-	20,000,000.00	20,000,000.00	100.00%
Expenditures				
Salaries	15,077.51	1,300,000.00	1,284,922.49	98.84%
Benefits	6,197.03	700,000.00	693,802.97	99.11%
Supplies & Services	-	10,000,000.00	10,000,000.00	100.00%
Capital Outlay	231.65	8,000,000.00	7,999,768.35	100.00%
Total Expenditures	21,506.19	20,000,000.00	19,978,493.81	99.89%
Excess (Deficit) of Revenues over (under) Expenditures	(21,506.19)	-	21,506.19	0.11%

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

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

Grant Fund - 220
From 07/01/2023 Through 07/21/2023

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	12,523.46	1,000,000.00	987,476.54	98.75%
51200 Salaries - Part Time	2,358.77	300,000.00	297,641.23	99.21%
51300 Overtime Pay	195.28	-	-	-
55100 Employees Retirement	3,725.73	423,698.21	419,972.48	99.12%
55200 Group Insurance	2,108.00	154,947.38	152,839.38	98.64%
55400 Medicare Coverage Expense	363.30	121,354.41	120,991.11	99.70%
61100 Office Supplies		511,200.00	511,200.00	100.00%
61120 Software & User Licenses		1,056,000.00	1,056,000.00	100.00%
61210 Small Equipment		2,017,500.00	2,017,500.00	100.00%
61410 Contracted Services		2,018,900.00	2,018,900.00	100.00%
62700 Education & Training		1,011,400.00	1,011,400.00	100.00%
62800 Travel & Transportation		1,004,000.00	1,004,000.00	100.00%
63000 Dues & Subscriptions		500,250.00	500,250.00	100.00%
65000 Miscellaneous Expenses		1,880,750.00	1,880,750.00	100.00%
81600 Capital Equipment - Major		7,947,500.00	7,947,500.00	100.00%
81700 Library Books	231.65	52,500.00	52,268.35	99.56%
Total	21,506.19	20,000,000.00	19,978,493.81	99.89%

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

Gift Fund - 230

From 07/01/2023 Through 07/21/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	1,200.00	10,000,000.00	9,998,800.00	99.99%
Total Revenues	1,200.00	10,000,000.00	9,998,800.00	99.99%
Expenditures				
Salaries	-	200,000.00	200,000.00	100.00%
Supplies & Services	2,401.78	6,000,000.00	5,997,598.22	99.96%
Capital Outlay	-	3,800,000.00	3,800,000.00	100.00%
Total Expenditures	2,401.78	10,000,000.00	9,997,598.22	99.98%
Excess (Deficit) of Revenues over (under) Expenditures	(1,201.78)	-	1,201.78	0.01%

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

Gift Fund - 230**From 07/01/2023 Through 07/21/2023**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	-	200,000.00	200,000.00	100.00%
61100 Office Supplies	301.78	50,000.00	49,698.22	99.40%
61110 Operating Supplies	-	50,000.00	50,000.00	100.00%
61210 Small Equipment	-	100,000.00	100,000.00	100.00%
61410 Contracted Services	-	2,200,000.00	2,200,000.00	100.00%
61500 Rental Expenses	-	330,000.00	330,000.00	100.00%
61900 Professional Services	-	3,000,000.00	3,000,000.00	100.00%
62600 Community Events	-	50,000.00	50,000.00	100.00%
62800 Travel & Transportation	-	50,000.00	50,000.00	100.00%
65000 Miscellaneous Expenses	2,100.00	170,000.00	167,900.00	98.76%
81600 Capital Equipment - Major	-	2,800,000.00	2,800,000.00	100.00%
81700 Library Books	-	1,000,000.00	1,000,000.00	100.00%
Total	2,401.78	10,000,000.00	9,997,598.22	99.98%

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

Capital Projects Fund - 510
From 07/01/2023 Through 07/21/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	-	150,000.00	150,000.00	100.00%
Total Revenues	-	150,000.00	150,000.00	100.00%
Expenditures				
Supplies & Services	4,549.47	7,256,000.00	7,251,450.53	99.94%
Capital Outlay	40,456.85	27,022,000.00	26,981,543.15	99.85%
Total Expenditures	45,006.32	34,278,000.00	34,232,993.68	99.87%
Excess (Deficit) of Revenues over (under) Expenditures	(45,006.32)	(34,128,000.00)	(34,082,993.68)	0.13%

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

Capital Projects Fund - 510
From 07/01/2023 Through 07/21/2023

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61100 Office Supplies	-	-	-	-
61110 Operating Supplies	-	800,000.00	800,000.00	100.00%
61120 Software & User Licenses	-	900,000.00	900,000.00	100.00%
61130 Software Maintenance	-	240,000.00	240,000.00	100.00%
61210 Small Equipment	820.47	1,200,000.00	1,199,179.53	99.93%
61400 Equipment Repair & Maint.	-	700,000.00	700,000.00	100.00%
61410 Contracted Services	-	200,000.00	200,000.00	100.00%
61420 Building Repair & Maint.	-	1,100,000.00	1,100,000.00	100.00%
61800 Insurance & Bonds	3,729.00	256,000.00	252,271.00	98.54%
61900 Professional Services	-	1,560,000.00	1,560,000.00	100.00%
61910 Legal Services	-	60,000.00	60,000.00	100.00%
65000 Miscellaneous Expenses	-	200,000.00	200,000.00	100.00%
65100 Bank Charges	-	40,000.00	40,000.00	100.00%
81500 Capital Improvements	-	20,022,000.00	20,022,000.00	100.00%
81600 Capital Equipment - Major	40,456.85	7,000,000.00	6,959,543.15	99.42%
Total	45,006.32	34,278,000.00	34,232,993.68	99.87%

Las Vegas-Clark County Library District

Project 2050 - Furniture Replacement
From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	125,000.00	125,000.00	100%
Total Expenditures		-	125,000.00	125,000.00	100%

Las Vegas-Clark County Library District

Project 2200 - Financial Services Projects
From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	170,000.00	170,000.00	100%
61800	Insurance & Bonds	3,729.00	15,000.00	11,271.00	75%
65100	Bank Charges	-	40,000.00	40,000.00	100%
81600	Capital Equipment - Major	-	80,000.00	80,000.00	100%
Total Expenditures		3,729.00	305,000.00	301,271.00	99%

Las Vegas-Clark County Library District

Project 4010 - Tech Replacements & Upgrades
From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	-	100,000.00	100,000.00	100%
61120	Software & User Licenses	-	200,000.00	183,457.72	92%
61130	Software Maintenance	-	300,000.00	300,000.00	100%
61210	Small Equipment	820.47	700,000.00	699,179.53	100%
61400	Equipment Repair & Maint.	-	500,000.00	500,000.00	100%
61410	Contracted Services	-	200,000.00	200,000.00	100%
81600	Capital Equipment - Major	-	587,000.00	587,000.00	100%
Total Expenditures		820.47	2,587,000.00	2,569,637.25	99%

Las Vegas-Clark County Library District

Project 5010 - Bldg Repair & Maintenance
From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	-	200,000.00	200,000.00	100%
61120	Software & User Licenses	-	200,000.00	200,000.00	100%
61130	Software Maintenance	-	200,000.00	200,000.00	100%
61210	Small Equipment	-	300,000.00	300,000.00	100%
61400	Equipment Repair & Maint.	-	300,000.00	300,000.00	100%
61410	Contracted Services	-	400,000.00	400,000.00	100%
61420	Building Repair & Maint.	-	900,000.00	900,000.00	100%
61900	Professional Services	-	900,000.00	900,000.00	100%
81500	Capital Improvements	-	600,000.00	600,000.00	100%
81600	Capital Equipment - Major	-	205,000.00	205,000.00	100%
Total Expenditures		-	4,205,000.00	4,205,000.00	100%

Las Vegas-Clark County Library District

Project 5015 - Construction Projects
From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues					
45200	Interest Earnings	-	150,000.00	150,000.00	100%
Total Revenues		-	150,000.00	-	0%
Expenditures					
61420	Building Repair & Maint.	-	-	-	0%
61900	Professional Services	-	-	-	0%
61910	Legal Services	-	-	-	0%
65000	Miscellaneous Expenses	-	-	-	0%
81500	Capital Improvements	-	25,000,000.00	25,000,000.00	100%
81600	Capital Equipment - Major	-	-	-	0%
Total Expenditures		-	25,000,000.00	25,000,000.00	100%

Las Vegas-Clark County Library District

Project 5020 - PVS Projects

From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	406,000.00	406,000.00	100%
81500	Capital Improvements	-	100,000.00	100,000.00	100%
81600	Capital Equipment - Major	40,456.85	400,000.00	359,543.15	90%
Total Expenditures		40,456.85	906,000.00	865,543.15	96%

Las Vegas-Clark County Library District

Project 7010 - Library Materials
From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures				
81700 Library Materials	-	1,000,000.00	1,000,000.00	100%
Total Expenditures	-	1,000,000.00	1,000,000.00	100%

Las Vegas-Clark County Library District

Project 9010 - Vehicle Purchase and Replacement
From 07/01/2023 through 07/21/2023

510
Capital Projects Fund

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

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

Debt Service Fund - 610**From 07/01/2023 Through 07/21/2023**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	-	10,000.00	10,000.00	100.00%
Total Revenues	-	10,000.00	10,000.00	100.00%
Expenditures				
Supplies & Services	-	10,000.00	10,000.00	100.00%
Total Expenditures	-	10,000.00	10,000.00	100.00%
Excess (Deficit) of Revenues over (under) Expenditures	-	-	-	

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

Debt Service Fund - 610
From 07/01/2023 Through 07/21/2023

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

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

General Fund - 100**Administration - Executive - 110****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	5,984.53	379,543.00	373,558.47
Total Salaries		5,984.53	379,543.00	373,558.47
Benefits				
55100	Employees Retirement	1,743.21	127,147.00	125,403.79
55200	Group Insurance	577.28	43,270.00	42,692.72
55400	Medicare Coverage Expense	86.01	5,503.00	5,416.99
Total Benefits		2,406.50	175,920.00	173,513.50
Supplies & Services				
61100	Office Supplies	-	3,500.00	3,500.00
61110	Operating Supplies	-	2,000.00	2,000.00
61120	Software & User Licenses	-	45,000.00	45,000.00
61210	Small Equipment	-	10,000.00	10,000.00
61900	Professional Services	3,402.87	75,000.00	71,597.13
61910	Legal Services	-	75,000.00	75,000.00
62300	Board Compensation	320.00	10,000.00	9,680.00
62600	Community Events	-	15,000.00	15,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation***	305.21	25,000.00	24,694.79
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	844.00	30,000.00	29,156.00
65000	Miscellaneous Expenses	160.13	5,000.00	4,839.87
Total Supplies & Services		5,032.21	300,750.00	295,717.79
Total Administration - Executive-110		13,423.24	856,213.00	842,789.76

***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 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	19,094.09	1,111,647.00	1,092,552.91
51200	Salaries - Part Time	1,342.55	91,632.00	90,289.45
51600	Longevity Pay	-	6,877.00	6,877.00
Total Salaries		20,436.64	1,210,156.00	1,189,719.36
Benefits				
55100	Employees Retirement	5,446.96	395,921.00	390,474.04
55200	Group Insurance	2,467.84	140,377.00	137,909.16
55400	Medicare Coverage Expense	291.91	19,302.00	19,010.09
Total Benefits		8,206.71	555,600.00	547,393.29
Supplies & Services				
61100	Office Supplies	-	1,000.00	1,000.00
61110	Operating Supplies	1,551.90	50,000.00	48,448.10
61120	Software & User Licenses	-	15,000.00	15,000.00
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	3,553.59	154,000.00	150,446.41
61410	Contracted Services	-	47,900.00	47,900.00
61500	Rental Expenses	-	2,500.00	2,500.00
62700	Education & Training	-	7,500.00	7,500.00
62800	Travel & Transportation	667.45	30,000.00	29,332.55
63000	Dues & Subscriptions	-	1,500.00	1,500.00
Total Supplies & Services		5,772.94	314,400.00	308,627.06
Total Administration - Library Operations-120		34,416.29	2,080,156.00	2,045,739.71

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

General Fund - 100**Financial Services - 200****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	8,576.78	626,970.00	618,393.22
51200	Salaries - Part Time	419.92	30,000.00	29,580.08
51600	Longevity Pay	-	1,900.00	1,900.00
Total Salaries		8,996.70	658,870.00	649,873.30
Benefits				
55100	Employees Retirement	2,551.59	220,722.00	218,170.41
55200	Group Insurance	1,464.56	94,880.00	93,415.44
55400	Medicare Coverage Expense	153.76	9,554.00	9,400.24
Total Benefits		4,169.91	325,156.00	320,986.09
Supplies & Services				
61100	Office Supplies	391.48	-	-
61110	Operating Supplies	276.10	6,000.00	5,723.90
61130	Software Maintenance	-	50,000.00	50,000.00
61400	Equipment Repair & Maint.	-	76,030.00	76,030.00
61410	Contracted Services	3,464.27	225,000.00	221,535.73
61900	Professional Services	2,475.20	100,000.00	97,524.80
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	-	100,000.00	100,000.00
62500	Postage	-	85,000.00	85,000.00
62510	Advertising	430.00	16,700.00	16,270.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	15.72	3,000.00	2,984.28
63000	Dues & Subscriptions	-	6,000.00	6,000.00
65000	Miscellaneous Expenses	-	10,000.00	10,000.00
65100	Bank Charges	-	50,000.00	50,000.00
67000	Rental Expenses to QALICBs	-	432,237.00	432,237.00
Total Supplies & Services		7,052.77	1,167,467.00	1,160,805.71
Total Financial Services-200		20,219.38	2,151,493.00	2,131,665.10

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

General Fund - 100**Community Outreach - 215****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	4,785.25	390,947.00	386,161.75
51200	Salaries - Part Time	-	75,206.00	75,206.00
51600	Longevity Pay	-	5,107.00	5,107.00
Total Salaries		4,785.25	471,260.00	466,474.75
Benefits				
55100	Employees Retirement	1,423.61	132,678.00	131,254.39
55200	Group Insurance	1,144.17	99,058.00	97,913.83
55400	Medicare Coverage Expense	67.85	11,496.00	11,428.15
Total Benefits		2,635.63	243,232.00	240,596.37
Supplies & Services				
61110	Operating Supplies	-	17,000.00	17,000.00
61120	Software & User Licenses	-	1,500.00	1,500.00
62600	Community Events	-	1,000.00	1,000.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	-	5,000.00	5,000.00
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	-	500.00	500.00
Total Supplies & Services		-	37,000.00	37,000.00
Total Community Outreach-215		7,420.88	751,492.00	744,071.12

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

General Fund - 100**Youth Services - 216****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	3,207.30	232,877.00	229,669.70
51600	Longevity Pay	-	1,939.00	1,939.00
Total Salaries		3,207.30	234,816.00	231,608.70
Benefits				
55100	Employees Retirement	954.17	78,664.00	77,709.83
55200	Group Insurance	324.00	30,503.00	30,179.00
55400	Medicare Coverage Expense	45.75	3,405.00	3,359.25
Total Benefits		1,323.92	112,572.00	111,248.08
Supplies & Services				
61110	Operating Supplies	2,636.57	124,900.00	122,263.43
61120	Software & User Licenses	-	6,000.00	6,000.00
61210	Small Equipment	-	17,250.00	17,250.00
61410	Contracted Services	29,540.00	125,250.00	95,710.00
61500	Rental Expenses	-	1,250.00	1,250.00
62700	Education & Training	-	1,500.00	1,500.00
62800	Travel & Transportation	-	3,000.00	3,000.00
Total Supplies & Services		32,176.57	279,150.00	246,973.43
Total Youth Services-216		36,707.79	626,538.00	589,830.21

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

General Fund - 100**Adult Services - 217****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	1,848.59	165,588.00	163,739.41
51600	Longevity Pay	-	2,180.00	2,180.00
Total Salaries		1,848.59	167,768.00	165,919.41
Benefits				
55100	Employees Retirement	549.95	56,202.00	55,652.05
55200	Group Insurance	163.42	22,335.00	22,171.58
55400	Medicare Coverage Expense	25.73	2,433.00	2,407.27
Total Benefits		739.10	80,970.00	80,230.90
Supplies & Services				
61110	Operating Supplies	30.02	73,375.00	73,344.98
61120	Software & User Licenses	-	500.00	500.00
61210	Small Equipment	950.42	15,250.00	14,299.58
61410	Contracted Services	4,150.00	107,300.00	103,150.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	62.23	5,000.00	4,937.77
Total Supplies & Services		5,192.67	203,425.00	198,232.33
Total Adult Services-217		7,780.36	452,163.00	444,382.64

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

General Fund - 100**Development - 220****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	6,004.45	409,237.00	403,232.55
51600	Longevity Pay	-	2,649.00	2,649.00
Total Salaries		6,004.45	411,886.00	405,881.55
Benefits				
55100	Employees Retirement	1,786.32	137,982.00	136,195.68
55200	Group Insurance	1,246.28	71,077.00	69,830.72
55400	Medicare Coverage Expense	85.51	5,972.00	5,886.49
Total Benefits		3,118.11	215,031.00	211,912.89
Supplies & Services				
61110	Operating Supplies	-	2,500.00	2,500.00
61410	Contracted Services	-	40,500.00	40,500.00
61900	Professional Services	-	50,000.00	50,000.00
61910	Legal Services	-	2,000.00	2,000.00
62500	Postage	-	1,500.00	1,500.00
62600	Community Events	1,153.14	10,000.00	8,846.86
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	-	25,000.00	25,000.00
63000	Dues & Subscriptions	-	5,000.00	5,000.00
Total Supplies & Services		1,153.14	137,500.00	136,346.86
Total Development and Planning-220		10,275.70	764,417.00	754,141.30

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

General Fund - 100**General Services - 240****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	33,797.96	1,970,197.00	1,936,399.04
51200	Salaries - Part Time	1,293.07	78,163.00	76,869.93
51300	Overtime Pay	-	5,750.00	5,750.00
51400	Call Back Pay	442.34	12,091.00	11,648.66
51500	Standby Pay	1,116.17	56,317.00	55,200.83
51600	Longevity Pay	-	6,371.00	6,371.00
Total Salaries		36,649.54	2,128,889.00	2,092,239.46
Benefits				
55100	Employees Retirement	10,386.95	685,067.00	674,680.05
55200	Group Insurance	8,574.84	453,107.00	444,532.16
55400	Medicare Coverage Expense	591.40	35,632.00	35,040.60
Total Benefits		19,553.19	1,173,806.00	1,154,252.81
Supplies & Services				
61100	Office Supplies	818.71	15,000.00	14,181.29
61110	Operating Supplies	30,032.77	380,000.00	349,967.23
61130	Software Maintenance	21,224.15	75,000.00	53,775.85
61210	Small Equipment	3,390.64	40,000.00	36,609.36
61400	Equipment Repair & Maint.	3,890.22	65,000.00	61,109.78
61410	Contracted Services	246,004.28	5,396,399.00	5,150,394.72
61420	Building Repair & Maint.	8,262.42	400,000.00	391,737.58
61500	Rental Expenses	378.93	17,500.00	17,121.07
61700	Utilities	112,637.52	2,035,910.00	1,923,272.48
61800	Insurance & Bonds	418,577.21	438,954.00	20,376.79
61900	Professional Services	-	15,000.00	15,000.00
61910	Legal Services	-	10,000.00	10,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	-	1,000.00	1,000.00
62900	Printing & Reproduction	-	500.00	500.00
63000	Dues & Subscriptions	-	1,000.00	1,000.00
65000	Miscellaneous Expenses	-	14,000.00	14,000.00
Total Supplies & Services		845,216.85	8,910,263.00	8,065,046.15
Total General Services/Facilities-240		901,419.58	12,212,958.00	11,311,538.42

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

General Fund - 100**Human Resources - 250****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	18,460.77	1,073,764.00	1,055,303.23
Total Salaries		18,460.77	1,073,764.00	1,055,303.23
Benefits				
55100	Employees Retirement	5,492.07	359,711.00	354,218.93
55200	Group Insurance	3,550.33	200,984.00	197,433.67
55400	Medicare Coverage Expense	258.12	15,570.00	15,311.88
55500	Unemployment Insurance	-	75,000.00	75,000.00
Total Benefits		9,300.52	651,265.00	641,964.48
Supplies & Services				
61110	Operating Supplies	373.81	15,015.00	14,641.19
61130	Software Maintenance	-	210,000.00	210,000.00
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	1,838.00	77,192.00	75,354.00
61900	Professional Services	3,806.47	470,000.00	466,193.53
61910	Legal Services	-	265,000.00	265,000.00
62510	Advertising	-	20,000.00	20,000.00
62600	Community Events	-	2,250.00	2,250.00
62610	Staff Day	-	30,000.00	30,000.00
62620	Recruitment	2,484.96	20,000.00	17,515.04
62700	Education & Training	1,851.94	150,000.00	148,148.06
62800	Travel & Transportation	3,477.86	50,000.00	46,522.14
63000	Dues & Subscriptions	-	5,000.00	5,000.00
Total Supplies & Services		13,833.04	1,314,707.00	1,300,873.96
Total Human Resources-250		41,594.33	3,039,736.00	2,998,141.67

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

General Fund - 100**HR-Work Insurance - 251****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51700	Separation Pay	-	450,000.00	450,000.00
51800	Leave Buyout	-	500,000.00	500,000.00
Total Salaries		-	950,000.00	950,000.00
Benefits				
55200	Group Insurance	6,836.01	205,200.00	198,363.99
55300	Workers' Comp. Payments	-	271,544.00	271,544.00
55500	Unemployment Insurance	-	75,000.00	75,000.00
Total Benefits		6,836.01	551,744.00	544,907.99
Total HR-Work Insurance-251		6,836.01	1,501,744.00	1,494,907.99

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

General Fund - 100**Information Technology - 260****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	37,020.18	1,742,485.00	1,705,464.82
51300	Overtime Pay	260.89	28,750.00	28,489.11
51600	Longevity Pay	-	10,445.00	10,445.00
Total Salaries		37,281.07	1,781,680.00	1,744,398.93
Benefits				
55100	Employees Retirement	9,813.56	587,232.00	577,418.44
55200	Group Insurance	5,447.33	267,713.00	262,265.67
55400	Medicare Coverage Expense	530.05	25,417.00	24,886.95
Total Benefits		15,790.94	880,362.00	864,571.06
Supplies & Services				
61110	Operating Supplies	4,585.62	25,000.00	20,414.38
61120	Software & User Licenses	-	30,000.00	30,000.00
61130	Software Maintenance	379,856.21	757,000.00	377,143.79
61210	Small Equipment	-	35,000.00	35,000.00
61400	Equipment Repair & Maint.	24,326.03	607,000.00	582,673.97
61410	Contracted Services	-	35,000.00	35,000.00
61600	Telephone	73,432.51	690,000.00	616,567.49
62700	Education & Training	2,940.25	25,000.00	22,059.75
62800	Travel & Transportation	-	10,000.00	10,000.00
65000	Miscellaneous Expenses	-	300.00	300.00
Total Supplies & Services		485,140.62	2,214,300.00	1,729,159.38
Total Information Technology-260		538,212.63	4,876,342.00	4,338,129.37

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

General Fund - 100**Literacy Services - 270****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	(2,764.85)	619,812.00	622,576.85
51200	Salaries - Part Time	427.55	1,026,667.00	1,026,239.45
51300	Overtime Pay	(97.64)	-	97.64
51600	Longevity Pay	-	1,453.00	1,453.00
Total Salaries		(2,434.94)	1,647,932.00	1,650,366.94
Benefits				
55100	Employees Retirement	(652.11)	215,397.00	216,049.11
55200	Group Insurance	(579.12)	95,680.00	96,259.12
55400	Medicare Coverage Expense	(45.15)	86,202.00	86,247.15
Total Benefits		(1,276.38)	397,279.00	398,555.38
Supplies & Services				
61100	Office Supplies	88.96	2,000.00	1,911.04
61110	Operating Supplies	-	10,000.00	10,000.00
61410	Contracted Services	27,375.00	37,175.00	9,800.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	62.88	6,000.00	5,937.12
Total Supplies & Services		27,526.84	60,175.00	32,648.16
Total Literacy Department-270		23,815.52	2,105,386.00	2,081,570.48

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

General Fund - 100**Branding and Marketing - 280****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	19,572.48	957,022.00	937,449.52
51600	Longevity Pay	-	1,800.00	1,800.00
Total Salaries		19,572.48	958,822.00	939,249.52
Benefits				
55100	Employees Retirement	4,318.22	321,205.00	316,886.78
55200	Group Insurance	2,150.09	130,766.00	128,615.91
55400	Medicare Coverage Expense	280.34	13,903.00	13,622.66
Total Benefits		6,748.65	465,874.00	459,125.35
Supplies & Services				
61110	Operating Supplies	196.08	26,800.00	26,603.92
61120	Software & User Licenses	-	334,052.00	334,052.00
61210	Small Equipment	-	10,000.00	10,000.00
61400	Equipment Repair & Maint.	1,147.78	15,576.00	14,428.22
61410	Contracted Services	2,450.00	470,700.00	468,250.00
61500	Rental Expenses	-	700.00	700.00
61910	Legal Services	-	10,000.00	10,000.00
62500	Postage	-	230,000.00	230,000.00
62510	Advertising	7,211.00	300,000.00	292,789.00
62600	Community Events	-	50,000.00	50,000.00
62800	Travel & Transportation	-	18,000.00	18,000.00
62900	Printing & Reproduction	4,656.00	350,000.00	345,344.00
65000	Miscellaneous Expenses	-	1,500.00	1,500.00
Total Supplies & Services		15,660.86	1,817,328.00	1,801,667.14
Total Branding and Marketing-280		41,981.99	3,242,024.00	3,200,042.01

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

General Fund - 100**Access Services - 290****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	10,833.85	734,966.00	724,132.15
51200	Salaries - Part Time	2,363.53	118,957.00	116,593.47
51300	Overtime Pay	-	5,750.00	5,750.00
51600	Longevity Pay	-	9,048.00	9,048.00
Total Salaries		13,197.38	868,721.00	855,523.62
Benefits				
55100	Employees Retirement	3,696.17	275,912.00	272,215.83
55200	Group Insurance	1,472.56	108,842.00	107,369.44
55400	Medicare Coverage Expense	236.70	14,953.00	14,716.30
Total Benefits		5,405.43	399,707.00	394,301.57
Supplies & Services				
61100	Office Supplies	-	2,500.00	2,500.00
61110	Operating Supplies	-	35,000.00	35,000.00
61130	Software Maintenance	-	160,000.00	160,000.00
61205	Interlibrary Loan	-	1,500.00	1,500.00
61210	Small Equipment	-	7,500.00	7,500.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	85.15	5,000.00	4,914.85
63000	Dues & Subscriptions	-	110.00	110.00
Total Supplies & Services		85.15	216,610.00	216,524.85
Total Access Services Department-290		18,687.96	1,485,038.00	1,466,350.04

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

General Fund - 100**Collection and Bibliographic Services - 310****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	26,556.80	1,286,678.00	1,260,121.20
51200	Salaries - Part Time	496.33	51,582.00	51,085.67
51600	Longevity Pay	-	28,910.00	28,910.00
Total Salaries		27,053.13	1,367,170.00	1,340,116.87
Benefits				
55100	Employees Retirement	7,237.46	449,449.00	442,211.54
55200	Group Insurance	5,365.54	292,552.00	287,186.46
55400	Medicare Coverage Expense	415.32	21,407.00	20,991.68
Total Benefits		13,018.32	763,408.00	750,389.68
Supplies & Services				
61110	Operating Supplies	-	1,000.00	1,000.00
61120	Software & User Licenses	-	35,000.00	35,000.00
61200	Book Materials & Supplies	10,318.26	110,000.00	99,681.74
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	62,145.87	154,000.00	91,854.13
62800	Travel & Transportation	-	5,000.00	5,000.00
81700	Library Books	1,211,411.09	13,100,000.00	11,888,588.91
Total Supplies & Services		1,283,875.22	13,410,000.00	12,126,124.78
Total Collection and Bibliographic Services-310		1,323,946.67	15,540,578.00	14,216,631.33

Las Vegas-Clark County Library District
Department Expenditures

General Fund - 100**Gallery Services - 320****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	2,439.04	133,389.00	130,949.96
	Total Salaries	2,439.04	133,389.00	130,949.96
Benefits				
55100	Employees Retirement	725.61	44,685.00	43,959.39
55200	Group Insurance	574.50	28,937.00	28,362.50
55400	Medicare Coverage Expense	34.64	1,934.00	1,899.36
	Total Benefits	1,334.75	75,556.00	74,221.25
Supplies & Services				
61110	Operating Supplies	-	8,500.00	8,500.00
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	-	3,500.00	3,500.00
62900	Printing & Reproduction	-	1,500.00	1,500.00
	Total Supplies & Services	-	15,500.00	15,500.00
	Total Gallery Services-320	3,773.79	224,445.00	220,671.21

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

General Fund - 100**Programming and Venues Services - 330****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	29,989.10	1,682,396.00	1,652,406.90
51200	Salaries - Part Time	6,457.45	335,091.00	328,633.55
51300	Overtime Pay	36.85	23,000.00	22,963.15
51600	Longevity Pay	-	15,562.00	15,562.00
Total Salaries		36,483.40	2,056,049.00	2,019,565.60
Benefits				
55100	Employees Retirement	9,496.83	603,779.00	594,282.17
55200	Group Insurance	5,415.04	324,415.00	318,999.96
55400	Medicare Coverage Expense	798.58	43,784.00	42,985.42
Total Benefits		15,710.45	971,978.00	956,267.55
Supplies & Services				
61110	Operating Supplies	446.95	27,000.00	26,553.05
61120	Software & User Licenses	-	12,000.00	12,000.00
61210	Small Equipment	-	67,500.00	67,500.00
61400	Equipment Repair & Maint.	-	8,000.00	8,000.00
61410	Contracted Services	12,117.98	431,600.00	419,482.02
61500	Rental Expenses	555.00	30,000.00	29,445.00
62700	Education & Training	-	7,000.00	7,000.00
62800	Travel & Transportation	250.87	16,000.00	15,749.13
63000	Dues & Subscriptions	-	2,000.00	2,000.00
Total Supplies & Services		13,370.80	601,100.00	587,729.20
Total Programming and Venues Department-330		65,564.65	3,629,127.00	3,563,562.35

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

General Fund - 100**Community Engagement - 340**

From 07/01/2023 through 07/21/2023

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	4,931.25	373,574.00	368,642.75
Total Salaries		4,931.25	373,574.00	368,642.75
Benefits				
55100	Employees Retirement	1,467.05	125,147.00	123,679.95
55200	Group Insurance	831.99	49,323.00	48,491.01
55400	Medicare Coverage Expense	70.45	5,417.00	5,346.55
Total Benefits		2,369.49	179,887.00	177,517.51
Supplies & Services				
61110	Operating Supplies	-	10,000.00	10,000.00
61120	Software & User Licenses	-	23,000.00	23,000.00
61210	Small Equipment	-	35,000.00	35,000.00
61410	Contracted Services	12,000.00	100,000.00	88,000.00
62600	Community Events	-	5,000.00	5,000.00
62700	Education & Training	-	4,000.00	4,000.00
62800	Travel & Transportation	7.66	10,000.00	9,992.34
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	-	2,000.00	2,000.00
Total Supplies & Services		12,007.66	192,000.00	179,992.34
Total Community Engagement-340		19,308.40	745,461.00	726,152.60

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

General Fund - 100**Library Operations - 400****From 07/01/2023 through 07/21/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	278,728.99	15,769,695.00	15,490,966.01
51200	Salaries - Part Time	83,646.45	5,833,012.00	5,749,365.55
51300	Overtime Pay	15.56	-	-
51600	Longevity Pay	-	170,662.00	170,662.00
Total Salaries		362,391.00	21,773,369.00	21,410,993.56
Benefits				
55100	Employees Retirement	83,573.82	5,455,509.00	5,371,935.18
55200	Group Insurance	56,273.52	3,122,541.00	3,066,267.48
55400	Medicare Coverage Expense	10,138.50	653,774.00	643,635.50
Total Benefits		149,985.84	9,231,824.00	9,081,838.16
Supplies & Services				
61100	Office Supplies	17,222.96	535,680.00	518,457.04
61110	Operating Supplies	2,175.88	-	(2,175.88)
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	1,617.02	17,616.00	15,998.98
62800	Travel & Transportation	728.85	51,000.00	50,271.15
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
Total Supplies & Services		21,744.71	612,296.00	590,551.29
Total Library Operations-400		534,121.55	31,617,489.00	31,083,383.01

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 06/17/2023 through 07/21/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18117	6/19/2023	10228	Sterling Volunteers	Service 5/1/23 - 5/31/23	98.50
18118	6/19/2023	10231	Janet Mikealson-Lenox	WC Signature Program West Charleston	950.00
18119	6/19/2023	10686	NLS Grounds Management LLC	Extra Landscaping Services	403.10
18120	6/19/2023	11137	Vital Records Control	Monthly Maintenance Fee May 2023	117.29
18121	6/19/2023	11143	Brightly Software, Inc.	Asset Ess. Connector Toolkit 07/01/23 to 06/30/24	815.83
18122	6/19/2023	11626	Jay Atwood	Plano tuning & maint SU	855.00
18123	6/19/2023	11677	Kronos SaaS, Inc.	Equipment Support Services	9,801.00
18124	6/19/2023	11724	Greenberg Traurig LLP	Legal services rendered in April 2023	3,957.50
18125	6/19/2023	12054	Amazon Capital Services, Inc.	AH-RB-050123/SUMCHALLENGE	26,977.73
18126	6/19/2023	12175	PSI Services, LLC	May 2023	344.00
18127	6/19/2023	1429	DC Thomas	BD Rent July 2023	1,617.02
18128	6/19/2023	1566	Fairway Chevrolet	#60: Replace A/C Compressor	1,596.87
18129	6/19/2023	1580	Ferguson Enterprises, LLC	EN, - Plumbing	801.25
18131	6/19/2023	1640	Gerald M Welt Chartered	Legal services rendered May 2023	5,575.00
18132	6/19/2023	1757	Ingram Library Services	Books & Materials for FY22-23	117,374.23
18133	6/19/2023	2098	Moapa Valley Water District	SVC 5/10/23 - 6/6/23 MV	167.21
18134	6/19/2023	2152	Nedco Supply	WM - Lighting Gallery Area	50.57
18135	6/19/2023	2215	OCLC Inc.	Cataloging sub IFM dbts FY23	312.00
18136	6/19/2023	2234	Overton Power District #5	SVC 5/8/23 - 6/8/23 MV	359.96
18137	6/19/2023	2362	Refrigeration Supplies Distributor	SW: Chiller Refrigerant	1,650.00
18138	6/19/2023	2490	Source 4 Industries	Courier/Mail Room: Hand Truck	881.45
18139	6/19/2023	2733	Phoenix Fire Protection, LLC	Annual Fire Extinguisher Certification 2023	4,350.00
18140	6/19/2023	2798	Brodart Co.	Books/Materials for FY 22-23	15,147.24
18141	6/19/2023	2799	CDW Government Inc.	BBTTC large format printer refresh, RMA ref PUR020455	147.32
18142	6/19/2023	2887	Thomson Reuters West Payment Ctr	Blacks Law/McCormick Evidence	3,236.14
18143	6/19/2023	3058	EBSCO Information Services	Consumer Reports fee 7/1/23-3/31/24	311.57
18144	6/19/2023	3149	Midwest Tape	A/V Materials	31,434.81
18145	6/19/2023	3355	Teamsters Security Fund S. Nevada	EMPLOYEE INS 0623	407,675.64
18146	6/19/2023	4042	Baker & Taylor, Inc.	Axis 360 E-Library Materials	4,229.69
18147	6/19/2023	4540	Robert Half	Nora Carrasco w/e 04/28/23	8,840.32
18148	6/19/2023	5001	UniFirst Corporation	Uniforms Shirts for Staff	4,055.36
18149	6/19/2023	5718	Tangerine Office Machines	Printer Support - EN	70.00
18150	6/19/2023	6646	Aqua Serv Engineers, Inc.	HVAC Water Treatment	3,943.78
18151	6/19/2023	7188	Innovative Interfaces, Inc.	Skyriver records FY2023	2,130.00
18152	6/19/2023	7687	United Lock and Security, Inc.	Lock/Key Services /DVR Repairs	208.00
18153	6/19/2023	7943	Communication Electronic Systems Inc	Burglar/Fire Alarm Monitoring CH	130.00
18154	6/19/2023	8010	Allied Universal Security Services	Spec. Events 05/26/23-06/08/23	202.60
18155	6/19/2023	8122	Staples Advantage Dept LA	Brights 8.5 X 11 Green Rm	4,520.73
18156	6/19/2023	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections - WH JUN23	308.75
18157	6/19/2023	9101	O'Reilly Auto Parts	#41 - Driver's Side Tail Light	7.19
18158	6/26/2023	10129	Fun Express LLC	YPL Summer program	1,688.31
18159	6/26/2023	10161	MLAM, Inc.	3 Jessica Fichot Shows for SC 2023	6,000.00
18160	6/26/2023	11626	Jay Atwood	Plano tuning & maint WV	150.00
18161	6/26/2023	1457	Demco, Inc.	Sm & Lg Easel-White	143.57
18162	6/26/2023	1535	El Mundo	Bid Opps & Req for Proposals	80.00
18163	6/26/2023	1580	Ferguson Enterprises, LLC	CC - Plumbing	862.18
18164	6/26/2023	1757	Ingram Library Services	Library Books & Materials 2023	84,901.29
18165	6/26/2023	1954	The Library Store Inc.	COLORPAM Book File Case	127.90
18166	6/26/2023	2152	Nedco Supply	#52 - Electrical, WM Lighting	616.51
18167	6/26/2023	2486	Sonitrol Of Southern NV	SVC Call- Panic Button SE	769.60
18170	6/26/2023	2798	Brodart Co.	Books/Materials for FY 22-23	4,329.15
18171	6/26/2023	2799	CDW Government Inc.	Cat6 Patch Cables & Fluke for Networking	5.08
18172	6/26/2023	2809	Water District	SVC Summary 6/5/23	21,135.66
18173	6/26/2023	2860	Las Vegas Review Journal	June Purchasing Ad El Tiempo	43.75
18174	6/26/2023	3020	Discount School Supply	Program Supplies	180.94
18175	6/26/2023	4540	Robert Half	Exec Ass't S. Floyd Wk End 06.09.23	5,148.73
18176	6/26/2023	8122	Staples Advantage Dept LA	#2 Mailer	2,605.77
18177	6/26/2023	8593	American Sign Language Communication	ASL Interpretive Svcs at WC 06.10.23	180.00
18178	6/26/2023	9101	O'Reilly Auto Parts	SU, 60 & 62 - Clean & Mini Bulb	63.95
18179	6/26/2023	9383	Office Plus	CRTDG,LSR,S PRT	2,949.73
18180	6/26/2023	9431	B&H Photo-Video	Order PUR021881	4,614.36
18181	6/26/2023	9821	Liquid Courage	Bar Package for Windmill Library	1,354.15
18182	6/26/2023	9869	Unique Integrated Communications	Call Center Operations - May 2023 Activity	8,276.95
18183	6/30/2023	1017	AAA Air Filter Company, Inc.	Air Filter Changes-RB	16,456.15
18184	6/30/2023	10212	Virgin Valley Water District	SVC 5/20/23 - 6/20/23 MQ	921.48
18185	6/30/2023	10641	Quench USA, Inc.	Filtered Drinking Water Apr	936.41
18186	6/30/2023	10686	NLS Grounds Management LLC	CC Backfill H2O meter vault-flooded-leak	463.57
18187	6/30/2023	10877	Findaway World, LLC	Order PUR022171	381.52
18188	6/30/2023	11552	Destiny Executive Search Group, Inc.	Regional Manager Search	9,583.33
18189	6/30/2023	11626	Jay Atwood	Piano tuning & maint WC	300.00
18190	6/30/2023	11686	Reliable Pump & Motor	Sump Pump CC/SW	550.00
18191	6/30/2023	1180	Baron Pest Solutions, Inc.	LA Pest Control-May25	94.00
18193	6/30/2023	12045	Eagle Promotions	I <3 My Library Shirts	2,171.10
18196	6/30/2023	1580	Ferguson Enterprises, LLC	CC - Plumbing both	386.96
18198	6/30/2023	1753	InfoUSA Marketing Inc.-A Sub of Data Axle Inc.	Data Axle LICENSE AGREEMENT 6-15-2023 - 6-14-2024	71,335.00
18199	6/30/2023	1757	Ingram Library Services	Library Books & Materials 2023	31,153.84
18200	6/30/2023	1837	Johnstone Supply	MC - HVAC	575.05
18201	6/30/2023	2307	Progressive Elevator	CC Elevator	697.00
18202	6/30/2023	2471	Silver State Glass & Mirror	SM Ext door repair-weatherstripping	595.00
18203	6/30/2023	2486	Sonitrol Of Southern NV	SW-Replace battery in Burglar Alarm	146.83
18204	6/30/2023	2533	Suburban Propane - 1487	Propane SVC 6.16.23 MC	4,367.77
18206	6/30/2023	2733	Phoenix Fire Protection, LLC	WMSC Fire Extinguisher Rplcmt	777.10
18207	6/30/2023	2798	Brodart Co.	Order PUR022183	22,053.19
18208	6/30/2023	2803	Boulevard Trophy	Trustee Sanchez name plates	52.50
18209	6/30/2023	2852	Chem-Aqua, Inc.	HVAC Water Treatment EV	752.15
18211	6/30/2023	2891	AFLAC	June 2023	777.82
18212	6/30/2023	3149	Midwest Tape	A/V Materials	36,505.28

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 06/17/2023 through 07/21/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18213	6/30/2023	3435	Ace Fire Systems, Inc.	SW: Fire Sprinkler Repair - PIV Device	805.00
18214	6/30/2023	3770	Cox Communications of Las Vegas	Service 06.17.23 to 07.16.23	30,781.93
18215	6/30/2023	3776	Got Bugs LLC	MQL & MQLC Pest Control-JUN23	200.00
18216	6/30/2023	4540	Robert Half	R. Walton WE 6-16-23	3,385.11
18218	6/30/2023	5001	UniFirst Corporation	FAC Uniform Rental	338.87
18219	6/30/2023	5130	OverDrive Inc.	46 Overdrive invoices for eBook & eAudiobooks	450,287.84
18220	6/30/2023	7943	Communication Electronic Systems Inc	SC: Fire Alarm FACP Repair	5,630.00
18221	6/30/2023	8010	Allied Universal Security Services	Spec. Events 05/26/23-06/08/23	112.08
18222	6/30/2023	8122	Staples Advantage Dept LA	12 X 18 Construction Paper	2,718.62
18223	6/30/2023	8155	Las Vegas Clark County Librar Dist Foundation	Thrift Books and Bookstore Sales - May 2023	18,558.02
18224	6/30/2023	9074	Statewide Fire Protection - Western States	Fire Sprinkler Tests/Insp CH	175.00
18225	6/30/2023	9383	Office Plus	CRTDG,LSR,BK,HP 37A	1,865.83
18226	6/30/2023	9489	Teledata Technologies	MQL Fire Alarm Tests/Insp	1,028.00
18228	6/30/2023	9821	Liquid Courage	Sahara West Reception	1,439.49
18229	6/30/2023	9890	High Sierra Elevator Inspections	SW Annual CAT I Elevator Inspnt	1,355.00
18230	6/30/2023	9907	Principal Life Insurance Company	July 2023	26,482.17
18231	7/10/2023	11062	Blue Planet Lighting, Inc.	Shippin	117.00
18232	7/10/2023	11895	OrangeBoy, Inc.	Summer Challenge Postcards	18,681.00
18233	7/10/2023	12054	Amazon Capital Services, Inc.	CL-SM-051023 - B	20,502.05
18234	7/10/2023	12130	PDQ Gill's Printing Evolved	Neon Museum CD Case inserts	800.98
18235	7/10/2023	1757	Ingram Library Services	Library Books & Materials 2023	10,348.72
18236	7/10/2023	3324	Rio Virgin Telephone Co.	Service 12.01.22 to 12.31.22	456.00
18237	7/10/2023	4042	Baker & Taylor, Inc.	Axis 360 E-Library Materials	6,079.44
18238	7/10/2023	4604	Brodart Library Supplies & Furnishings	Cotton Gloves	105.90
18239	7/10/2023	4742	Deseret Book Co.	Library Books and Materials	141.51
18240	7/10/2023	4782	KNPR/Nevada Public Radio	April Full Page Ad	35,672.50
18241	7/11/2023	1064	Allied Refrigeration Inc.	WV - HVAC	173.24
18242	7/11/2023	10927	CenturyLink	Service 06.20.23-07.19.23	565.79
18243	7/11/2023	11626	Jay Atwood	Library Event Tuning	300.00
18244	7/11/2023	11652	Nathaniel Paul Waugh	Compensation for 6-28-23 Special Board Mtg	40.00
18245	7/11/2023	11681	Jennifer L. Jiron	Compensation for 6-28-23 Special Board Mtg	40.00
18246	7/11/2023	11724	Greenberg Traurig LLP	Legal services rendered in May 2023	1,584.00
18247	7/11/2023	12045	Eagle Promotions	HR Stress Balls	3,466.50
18248	7/11/2023	12054	Amazon Capital Services, Inc.	JG-WM-041423 (1)	86.97
18249	7/11/2023	12130	PDQ Gill's Printing Evolved	Book Bucks	83.33
18250	7/11/2023	12302	Elaine Sanchez	Compensation for 6-28-23 Special Board Mtg	40.00
18251	7/11/2023	1240	Brady Industries of Nevada, LLC	MB - Consumables Towel Fold-Up	471.96
18252	7/11/2023	1757	Ingram Library Services	Library Books & Materials 2023	17,543.59
18253	7/11/2023	2215	OCLC Inc.	Cataloging sub IFM dbts FY23	401.46
18254	7/11/2023	2362	Refrigeration Supplies Distributor	CH - HVAC	88.51
18256	7/11/2023	2698	Virgin Valley Disposal	SVC 6/1/23 - 6/30/23 MQ	125.51
18259	7/11/2023	3149	Midwest Tape	A/V Materials	18.00
18260	7/11/2023	3324	Rio Virgin Telephone Co.	Service 07.01.23 to 07.31.23	457.06
18261	7/11/2023	3770	Cox Communications of Las Vegas	Service 062223 - 072123	93.84
18262	7/11/2023	4042	Baker & Taylor, Inc.	Axis 360 E-Library Materials	4,194.38
18263	7/11/2023	4540	Robert Half	R. Walton WE 6/23/2023	3,187.29
18264	7/11/2023	4742	Deseret Book Co.	Library Books and Materials	6,836.67
18265	7/11/2023	5769	The Penworthy Company	Penworthy June 2023 order	7,680.60
18266	7/11/2023	8122	Staples Advantage Dept LA	S.I. Hvydutydate	563.96
18267	7/11/2023	9101	O'Reilly Auto Parts	#43 - Wiper Blades	121.62
18268	7/11/2023	9332	Felipe A. Ortiz	Compensation for 6-28-23 Special Board Mtg	40.00
18269	7/11/2023	9431	B&H Photo-Video	Rode Rode Caster Duo	2,268.00
18271	7/17/2023	10049	State of NV Department of Business and Industry	EMRB 2024 Fee	1,065.00
18272	7/17/2023	10162	CenturyLink	Service 06/24/23 - 07/23/23	170.98
18273	7/17/2023	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC Landscape Maint-JUN23	800.00
18274	7/17/2023	10228	Sterling Volunteers	Order PUR022439	34.00
18275	7/17/2023	10808	Patron Point, Inc.	Patron Point Annual Subscription, End: 6/30/2024	27,600.00
18276	7/17/2023	10877	Findaway World, LLC	Order PUR022376	9,534.55
18277	7/17/2023	11662	Tyler Technologies, Inc.	Software & Support, End: 6/30/24	7,612.50
18278	7/17/2023	11703	Kathleen Hagen Turner Whiteley	Board comp for Nomm., Committee meeting on 6/1/23	40.00
18279	7/17/2023	11984	Victig Background Screening	Order PUR022366	873.60
18280	7/17/2023	1201	Best Janitorial Services of Nevada	Various: Janitorial JUNE 23	150,547.20
18281	7/17/2023	12175	PSI Services, LLC	June 2023	107.50
18282	7/17/2023	1240	Brady Industries of Nevada, LLC	MB - Consumables Hand Sanitizer & Towel Fold-Up	882.95
18283	7/17/2023	1535	El Mundo	July Purchasing ad	80.00
18284	7/17/2023	1580	Ferguson Enterprises, LLC	WV - Plumbing Faucet	558.90
18286	7/17/2023	1640	Gerald M Welt Chartered	Legal services rendered in June 2023	7,825.00
18287	7/17/2023	1648	Global Knowledge Training LLC	Training for Alfred Cruz	2,940.25
18288	7/17/2023	1854	Kamer Zucker Abbott	Attorney Fees June 2023	15,595.00
18289	7/17/2023	2098	Moapa Valley Water District	SVC 06/07/23 - 07/05/23 MV	162.68
18290	7/17/2023	2234	Overton Power District #5	SVC 6/1/23 - 7/1/23 MQLC	2,489.77
18291	7/17/2023	2362	Refrigeration Supplies Distributor	WV - HVAC Fan motor/Capacitor/Fuses	1,124.64
18292	7/17/2023	2567	Teamsters Local Union #14	Union Dues July 2023	10,025.00
18293	7/17/2023	2702	Grainger, Inc.	WC - Lighting & Electrical	73.81
18294	7/17/2023	2733	Phoenix Fire Protection, LLC	Fire Sprinkler Tests/Inspnt Wet Jun23	300.00
18296	7/17/2023	2822	City of Mesquite Sanitation	Sanitation SVC 7/23-9/23 MQLC	581.44
18297	7/17/2023	3149	Midwest Tape	A/V Materials	35,800.35
18298	7/17/2023	3355	Teamsters Security Fund S. Nevada	July 2023	412,046.28
18299	7/17/2023	4517	Fingerprint Pros, Inc.	Order PUR022365	472.00
18300	7/17/2023	4522	Quest Diagnostics	11 pre-employment drug tests	427.90
18301	7/17/2023	4540	Robert Half	Stephanie S. w/e 6/30/23	1,810.70
18303	7/17/2023	4897	Public Employees Benefits Program State of NV	July 2023 Ins Premium	6,836.01
18304	7/17/2023	5001	UniFirst Corporation	FAC Uniform Rental	126.31
18305	7/17/2023	5130	OverDrive Inc.	Invoices for Overdrive 22/23 FY	109,518.00
18306	7/17/2023	7188	Innovative Interfaces, Inc.	Skyriver records FY2023	346,131.71
18307	7/17/2023	7371	EnvisionWare, Inc.	Ann. Maint. & Subs., End: 7/31/24	368,706.71
18308	7/17/2023	7671	Rentokil	Pest Control June23	1,413.00

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 06/17/2023 through 07/21/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18309	7/17/2023	7687	United Lock and Security, Inc.	MB - Keys for NB - LL24	30.00
18310	7/17/2023	8010	Allied Universal Security Services	On-Site Security 06/01/23- 06/30/23	205,804.79
18311	7/17/2023	8122	Staples Advantage Dept LA	Inv # 3540034835 CC	6,219.74
18312	7/17/2023	8438	Carrier Corporation	SM Chiller PM	1,302.40
18313	7/17/2023	8557	Guaranteed Pest Solutions LLC	Bed Bug Inspections - SU JUN23	337.50
18314	7/17/2023	9101	O'Reilly Auto Parts	Courier - Blue Def Fluid	71.96
18315	7/17/2023	9187	Whitney's Water Systems, Inc.	MV: Fountain drain plugged	613.00
18316	7/17/2023	9383	Office Plus	Invoice 042375-00 SM	4,209.53
18318	7/17/2023	9631	Elliott's Sewer & Drain	Plumbing Repairs - RB	156.75
18319	7/17/2023	9758	ConvergeOne, Inc.	Ref: PUR015326, 2 days PS completed April 2023	5,366.94
18320	7/17/2023	9869	Unique Integrated Communications	Call Center Operations - May 2023 Activity	8,866.15
92725	6/22/2023	10036	Vegas City Opera	WC Programs 2023	1,000.00
92726	6/22/2023	11061	Jennifer Marion Grillo	Creative Writing Classes(4)	400.00
92727	6/22/2023	11906	Dirk Kleutgens	Dirk K Live Performance 6.21.23 - SW	1,200.00
92728	6/22/2023	12076	PBC Guru LLC	PBC Guru 07.01.23 to 06.30.24	8,500.00
92729	6/22/2023	12243	CC Sees Your Guiding Light LLC	SC' 23 CC Sees your light	400.00
92730	6/22/2023	12277	Phor Robinson	WH Hip Hop Hor	3,500.00
92731	6/22/2023	2053	Matthew Bender & Co., Inc.	NV Rev Stats Anno 23 replacements	15,336.64
92732	6/22/2023	2159	AT&T SBC	Monthly Svc 06.11.23 to 07.10.23	1,180.79
92733	6/22/2023	2175	NV Energy	SVC Summary 6/7/23	126,989.10
92734	6/22/2023	2494	Southwest Gas Corp.	SVC 5/10/23 - 6/8/23 EV	1,053.10
92735	6/22/2023	2772	Xerox Corporation	Xerox 01.30.23 to 02.28.23	2,523.00
92736	6/22/2023	2838	Verizon Wireless	Service 05.15.23 to 06.14.23	18,532.71
92737	6/22/2023	4117	Television Monitoring Services, Inc.	KVCW Market	150.00
92738	6/22/2023	9706	Carlos Nieto III	Manga-drawing teen wkshp (12)	3,600.00
92739	6/22/2023	9966	The Sherwin-Williams Co.	SW - Painting YPL	154.06
92740	6/29/2023	10158	Poetry Promise, Inc.	WC Poetry Hub 2023	180.00
92741	6/29/2023	10217	T-Mobile	Fleet Locate 360 - 05/21/23 to 06/20/23	448.00
92742	6/29/2023	10230	Adam London	12 Shows-Summer Challenge 2023	3,150.00
92743	6/29/2023	10389	The Firm	Free To Be PR	2,867.50
92744	6/29/2023	10458	4imprint Inc.	Sunglasses Reorder	4,129.35
92745	6/29/2023	10930	Business Enterprises of Nevada	MQL Cafe Management-May	3,661.00
92746	6/29/2023	11052	Gabriela Fahrenstiel	Concerts @ SM&CC-June 2023	4,250.00
92747	6/29/2023	11551	Talewise LLC	9 performances for SC '23	2,925.00
92748	6/29/2023	11607	Operations Service Systems LLC	OSS Training 2023	1,775.00
92750	6/29/2023	11916	GB Auto Service, Inc.	#49 Replace stolen catalytic converter	1,140.36
92751	6/29/2023	12046	Enchanted Forest Reiki Center	Spiritual Wkshp (CH,RB,SW,SU,SV,MC)	250.00
92752	6/29/2023	12191	CHUBB	May 2023 Voluntary Life & LTC-EE- Payable	993.76
92753	6/29/2023	12232	Prismatic Magic LLC	6 performances for SC 2023	4,593.00
92754	6/29/2023	12247	Jo A Wilkins	SC 23-Presenter Mystic Publishers 50%	1,050.00
92755	6/29/2023	12308	American Anorak LLC	"Dr Who Am I" screening	3,000.00
92756	6/29/2023	12317	Lotus Broadcasting Corporation	1460 am Summer Challenge	1,155.00
92758	6/29/2023	12328	Kerry B. Moya	Refund rtnd book	12.95
92759	6/29/2023	12329	Cynthia Tripp	Refund rtnd books	48.94
92760	6/29/2023	1458	State Collections & Disbursement Unit	Mandated Court Payment	241.60
92761	6/29/2023	1991	Lowe's Improvement	CH-Plumbing	606.88
92762	6/29/2023	2117	Multi-Cultural Books & Videos, Inc.	Multi-Cultural Books & Videos	2,251.37
92763	6/29/2023	2494	Southwest Gas Corp.	SVC 05/18/23-06/16/23 WV	1,100.11
92764	6/29/2023	2772	Xerox Corporation	XEROX-Network Fee	618.14
92765	6/29/2023	4117	Television Monitoring Services, Inc.	Mobile Lib Grand Open-Blvd Mall	150.00
92766	6/29/2023	5026	Nevada State Treasurer	Mandated Court Payment	2.00
92767	6/29/2023	8731	UNUM Life Insurance Co. of America	July 2023	299.40
92768	6/29/2023	8736	Emcor Services Nevada	Annual Chiller Service CC	3,288.00
92769	6/29/2023	9937	AFLAC Premium Holding	June 2023 Group 12090	2,487.72
92770	6/29/2023	9945	Texas Life Insurance Company	June 2023	230.05
92776	7/7/2023	8736	Emcor Services Nevada	voided	568.00
92777	7/7/2023	12073	Liberty Press LLC	298,487 SUMMER CHALLENGE BROCHURE	26,548.00
92782	7/10/2023	11589	Greenspun Media Group, LLC	8 Full Page Ads	22,000.00
92783	7/10/2023	11874	Brushwood Creations	Woodworking at Whitney	600.00
92786	7/10/2023	12043	Paul Pinion	SC' 23 - Paul Pinion Workshops	1,100.00
92789	7/10/2023	2097	Moapa Valley Telephone Co. Inc.	Service 06.26.23 - 07.25.23	301.03
92790	7/10/2023	2159	AT&T SBC	Service 06.25.23 to 07.25.23	1,189.25
92791	7/10/2023	2494	Southwest Gas Corp.	SVC 5/24/23 - 6/22/23 RB	2,290.63
92792	7/10/2023	2854	FastSigns	SV - Signs	301.50
92797	7/10/2023	6817	Reliance Connects	Basic Service July - BK	470.77
92798	7/10/2023	7740	Gaudin Ford	#58 LOF & MPI	194.96
92804	7/13/2023	11916	GB Auto Service, Inc.	#59 -LOF, Oil Filter & Tire Rotation	69.98
92805	7/13/2023	11935	Work Institute, LLC	Monthly Maintenance Fee June 2023	198.00
92806	7/13/2023	12191	CHUBB	June 2023	993.76
92809	7/13/2023	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Sewer 08/01/23 - 10/31/23 RB	6,505.19
92810	7/13/2023	1366	Clark County Water Reclamation District	Service 07/01/23 - 06/30/24 SU	50,514.80
92811	7/13/2023	1458	State Collections & Disbursement Unit	Order PUR022499	421.60
92812	7/13/2023	2494	Southwest Gas Corp.	SVC 06/01/23 - 06/29/23 SV	58.84
92816	7/13/2023	2837	Republic Services # 620	Rent SVC 07/01/23 - 09/30/23 WM	30,774.46
92817	7/13/2023	3307	Unique Management Services, Inc.	Invoice 1178 102640	5,643.00
92818	7/13/2023	5026	Nevada State Treasurer	Order PUR022498	2.00
92819	7/13/2023	8192	AT&T	Invoice 1178 102640 July 2023	40.48
92820	7/13/2023	9202	Ford Country	#57: Replace Fuel Canister	1,308.31
92821	7/13/2023	9895	National Benefit Services, LLC	June 2023	455.00
92829	7/14/2023	12339	Gregory Wayne Hermann	Re-issue 7/14/2023 pay check	2,573.29
92830	7/21/2023	10095	Kenneth Lamug	Author Presentation for SC2023 at SW	400.00
92832	7/21/2023	10166	Growing Minds Media LLC	Muzzy Club 6/2023-6/2023	7,500.00
92833	7/21/2023	10253	Elizabeth Ann Foyt	Board Comp- Nom-Cmte 6/1/23	929.22
92834	7/21/2023	10565	Erin Baltzar	WC Swing It Girls Program 7.2.23	900.00
92835	7/21/2023	10872	Radioactive Productions	SC broll Kickoff	4,500.00
92836	7/21/2023	11016	Live Music in Vegas Inc.	July 2023 Summer Concert - Nik @ Nite	1,000.00
92837	7/21/2023	11576	Robertson Industries, Inc.	EV: Exterior Tot Resurfacing	2,419.00

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

General Fund - 100
From 06/17/2023 through 07/21/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
92838	7/21/2023	11645	Harris Las Vegas, LLC	SW: Repair condenser	3,376.00
92839	7/21/2023	11660	Kuniko Yamamoto	5 Shows for Summer Challenge 2023	9,500.00
92840	7/21/2023	11705	Transparent Language, Inc.	renewal 12 month sub 7/1/23-6/30/24	20,000.00
92841	7/21/2023	11722	Education.com Holdings, Inc.	Education.com Access for FY23/24	900.00
92842	7/21/2023	11812	With Socrates	Socrates Early Partner Bundle - 7/1/23-6/30/24	5,000.00
92843	7/21/2023	11985	Fyutch LLC	1 Workshop and 2 Concerts	7,500.00
92844	7/21/2023	12024	Pink Kitty Creative	Graphic Designer Freelance	760.00
92845	7/21/2023	12152	Nevada Entertainment Svcs LLC	WC Summer Concert Series 2023	597.18
92846	7/21/2023	12177	Smart Horizons Career Online Education	July-25 seats	27,375.00
92847	7/21/2023	12247	Jo A Wilkins	Order PUR022360	1,050.00
92848	7/21/2023	12252	Live Your Legacy Academy, Inc.	DW Shaun Boothe Hip Hop Prog 50%	6,000.00
92849	7/21/2023	12287	Damn Tall Buildings LLC	Order PUR022514	2,500.00
92850	7/21/2023	12323	Barbara Collin	DW Brother Yusef Program February 2023	1,200.00
92851	7/21/2023	12325	ChargePoint Inc	EV:CT 4025 Head, Dual Output Gateway	919.00
92853	7/21/2023	12334	Jenny Yen Hsieh	Refund Overpayment	34.98
92855	7/21/2023	2170	Nevada Legal News, LLC	13 July 2023 Legal Directories	130.00
92856	7/21/2023	2494	Southwest Gas Corp.	SVC 6/9/23-7/10/23 EV	284.20
92859	7/21/2023	4297	Priority Business Checks	Payroll Checks	276.10
92860	7/21/2023	5246	Kelly D. Benavidez	Compensation for 6-28-23 Special Board Mtg	80.00
92861	7/21/2023	5932	Nexus Holdings LLC	SM: Theater Fire Curtain Repair	5,762.00
92862	7/21/2023	7348	Brainfuse, Inc	Education services 7/1/23-6/30/24	165,000.00
92863	7/21/2023	9426	Rapid Color, Inc.	Meeting Room Rental Rack Cards	2,140.00
92864	7/21/2023	9711	Jose L. Melendrez	Compensation for 6-28-23 Special Board Mtg	832.90
Total 100 - General Fund					4,125,161.08

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Grant Fund - 220
From 06/17/2023 through 07/21/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18116	6/19/2023	10011	ACT, Inc.	2023-2024 Renewal agreement	3,000.00
18130	6/19/2023	1627	Cengage Learning, Inc.	Books May 2023	5,120.00
18155	6/19/2023	8122	Staples Advantage Dept LA	Brights 8.5 X 11 Green Rm	460.41
18194	6/30/2023	12054	Amazon Capital Services, Inc.	Library of things - grant monies	30,411.15
18195	6/30/2023	12282	David Carrasquillo	Anytime Library Relocation to Sunrise Hospital	3,915.00
18197	6/30/2023	1627	Cengage Learning, Inc.	Books June 2023	6,272.00
18210	6/30/2023	2853	Dick Blick	Order PUR021606	8,934.55
18217	6/30/2023	4721	Sweetwater Sound LLC	Order PUR021547	23,917.05
18222	6/30/2023	8122	Staples Advantage Dept LA	12 X 18 Construction Paper	1,358.12
18233	7/10/2023	12054	Amazon Capital Services, Inc.	CL-SM-051023 - B	546.06
18248	7/11/2023	12054	Amazon Capital Services, Inc.	JG-WM-041423 (1)	134.68
18257	7/11/2023	2799	CDW Government Inc,	Projector for ALP	4,866.68
18258	7/11/2023	2853	Dick Blick	Knitting needles	464.85
18285	7/17/2023	1627	Cengage Learning, Inc.	Books May 2023	10,080.00
18311	7/17/2023	8122	Staples Advantage Dept LA	Inv # 3540034835 CC	7,694.91
92788	7/10/2023	12260	Probus LLC	Anytime Library Machine Wrap	5,368.34
92803	7/13/2023	11813	ASSA ABLOY Entrance Systems US Inc	Anytime Library Move to Sunrise Hospital	3,640.00
92852	7/21/2023	12327	Allegion Access Technologies LLC	Anytime Library move - Sunrise Hospital	4,620.00
Total 220 - Grant Fund					120,803.80

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Gift Fund - 230

From 06/17/2023 through 07/21/2023

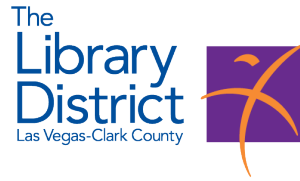
Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18125	6/19/2023	12054	Amazon Capital Services, Inc.	AH-RB-050123/SUMCHALLENGE	2,148.44
18141	6/19/2023	2799	CDW Government Inc,	BBTTC large format printer refresh, RMA ref PUR021	2,133.03
18169	6/26/2023	2702	Grainger, Inc.	Intermountain Health Care Grant	29,215.00
18176	6/26/2023	8122	Staples Advantage Dept LA	#2 Mailer	248.61
18228	6/30/2023	9821	Liquid Courage	Sahara West Reception	1,275.00
18233	7/10/2023	12054	Amazon Capital Services, Inc.	CL-SM-051023 - B	593.39
18302	7/17/2023	4604	Brodart Library Supplies & Furnishings	Invoice 622599 SU	250.54
18311	7/17/2023	8122	Staples Advantage Dept LA	Inv # 3540034835 CC	115.80
92802	7/13/2023	10789	Gabriel Parker	Music Production Program	300.00
92854	7/21/2023	12346	Jeremy Washington	Cookies	2,100.00
Total 230 - Gift Fund					38,379.81

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Capital Projects Fund - 510
From 06/17/2023 through 07/21/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18125	6/19/2023	12054	Amazon Capital Services, Inc.	AH-RB-050123/SUMCHALLENGE	8,571.03
18168	6/26/2023	2686	Simply Covered, Inc.	SU Upholstery	7,060.00
18192	6/30/2023	11963	zSpace, Inc.	for EN, EV, & SM, End: 6/30/25	15,924.00
18205	6/30/2023	2686	Simply Covered, Inc.	Upholsterer YPL Sofas WH	3,890.00
18227	6/30/2023	9758	ConvergeOne, Inc.	PUREWRX TRY & BUY PROGRAM TERMS: 120 days	41,837.25
18231	7/10/2023	11062	Blue Planet Lighting, Inc.	Shippin	9,622.50
18233	7/10/2023	12054	Amazon Capital Services, Inc.	CL-SM-051023 - B	7,538.67
18255	7/11/2023	2686	Simply Covered, Inc.	3 YPL Patron Chairs	2,610.00
18257	7/11/2023	2799	CDW Government Inc,	Projector for ALP	35,769.60
18270	7/11/2023	9489	Teledata Technologies	Surveillance System - EN	30,169.50
18295	7/17/2023	2799	CDW Government Inc,	Commvault O365 & Training(3yr) End 7/1/23	6,000.00
18317	7/17/2023	9454	Apple Inc.	Magic Mouse & Trackpad	16,866.00
92749	6/29/2023	11701	StayConnected	iPad Wrapper	16,000.00
92757	6/29/2023	12324	John Levy Lighting Productions Inc	SM: Theater Speaker Upgrade AV	4,000.00
92778	7/7/2023	12107	HintonBurdick Nevada LLC	990 Preparation & Filing	1,000.00
92779	7/7/2023	8736	Emcor Services Nevada	WC: Chiller Replacement BID 22-02	73,941.25
92788	7/10/2023	12260	Probus LLC	Anytime Library Machine Wrap	103,040.00
92828	7/14/2023	11009	KME Architects	Design Development Phase	268,624.67
92831	7/21/2023	10148	CORE Construction Services of Nevada, Inc.	WV: Pre-Cons Ser - Cont. 22-10-027	29,640.00
92857	7/21/2023	2726	Welles Pugsley Architects LLP	EN: Refresh - Consulting	1,351.50
Total 510 - Capital Projects Fund					683,455.97
Total - All Funds					4,967,800.66



ITEM VII.A.3.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Floresto Cabras, Chief Financial Officer

DATE: August 31, 2023

SUBJECT: Financial Services Report, September 2023

This memorandum summarizes the Financial Services Department's activities and project updates for the month of August 2023 and analytics compiled from the period of August 1 through August 31, 2023.

Powerful People

Administration

- Updated the District's cash flow analysis
- Submitted the Indebtedness Report, Capital Improvement Plan, and Debt Management Policy to the State Department of Taxation and the Clark County Debt Management Commission, per NRS requirements
- Submitted the Quarterly Economic Survey to the State Department of Taxation, per NRS requirements
- Submitted proof of publication of the General Fund to the State Department of Taxation, per NRS requirements
- Staff attended *Empower* payroll training
- Worked with District staff regarding purchasing training and procedures
- **Floresto Cabras** attended the ECF Cox Event at West Charleston Library
- **Floresto Cabras** participated in the New Leader Onboarding with Library Operations
- **Louann Sammons** created and updated vendor and customer accounts for accounts payable and accounts receivable in the Microsoft Serenic Navigator system
- **Louann Sammons** prepared and followed up on Agreements for Services for performances scheduled for District-wide events
- **Louann Sammons** prepared weekly bank deposits
- Prepared monthly Budget Status Reports
- Scanned documents and updated files

Accounting

- Coded and verified all transactions (\$2.5M for the month of August)
- Developed policies and procedures related to cash handling and internal controls
- Developed policies related to internal risk assessment
- Visited branches; performed branch inventories and observed cash handling procedures
- Performed cash flow analysis

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



MEMORANDUM

TO: Board of Trustees Through Kelvin Watson, Executive Director

FROM: Floresto Cabias, Chief Financial Officer

DATE: August 31, 2023

SUBJECT: Financial Services Report, September 2023

Enclosed are the budget status reports for August 2023. Staff will provide a more comprehensive analysis of revenues and expenditures for FY 2023 at the next Finance and Audit Committee meeting.

Property Tax Revenues

As compared to August 2022, the District collected 17% more in property taxes. Property taxes are assessed on a fiscal year basis beginning on July 1.

Consolidated Sales Tax Revenues (CTX)

According to governmental accounting standards, sales tax revenues collected in July and August are recorded as prior-year revenue. Therefore, approximately \$2.2 million of property tax revenue only (no consolidated sales tax) is reflected in the month of August. The State of Nevada distributes CTX collections two months after the month of collection.

Based on current economic factors, staff expects CTX to total approximately \$30.4M for FY 2023, which is a 4.5% increase from the amount actually collected for FY 2022 (\$29.1M). As reported throughout the fiscal year, the District continues to face economic headwinds that may adversely affect revenue collections going forward (e.g., inflation, housing interest rates, recession fears). As such, staff will continue to adjust revenue expectations as economic conditions evolve, including the changes in sentiment affecting consumer spending.

Expenditures

The General Fund has spent 10% of the allocated budget for FY 2024. August 2023 is the second month of FY 2024, so expenditures are showing minimal activity at this time. See the summary of expenditures by department in the reports below.

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

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

General Fund - 100

From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	2,211,259.03	61,629,920.00	59,418,660.97	96.41%
Intergovernmental Revenue	89,457.01	31,443,860.00	31,354,402.99	99.72%
Charges for Services	107,086.03	1,000,000.00	892,913.97	89.29%
Miscellaneous	56,089.68	1,060,000.00	1,003,910.32	94.71%
Total Revenues	2,463,891.75	95,133,780.00	92,669,888.25	97.41%
Expenditures				
Salaries	3,229,580.82	38,647,658.00	35,418,077.18	91.64%
Benefits	1,398,493.85	17,451,171.00	16,052,677.15	91.99%
Supplies & Services	2,374,049.44	18,703,971.00	16,329,921.56	87.31%
Capital Outlay	2,155,114.04	13,100,000.00	10,944,885.96	83.55%
Total Expenditures	9,157,238.15	87,902,800.00	78,745,561.85	89.58%
Excess (Deficit) of Revenues over (under) Expenditures	(6,693,346.40)	7,230,980.00	13,924,326.40	7.83%

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

General Fund - 100**From 07/01/2023 Through 08/18/2023**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
110	Administration - Executive	63,004.60	856,213.00	793,208.40	92.64%
120	Administration - Library Operations	146,924.32	2,080,156.00	1,933,231.68	92.94%
200	Financial Services	119,685.73	2,151,493.00	2,031,807.27	94.44%
215	Community Outreach	46,769.69	751,492.00	704,722.31	93.78%
216	Youth Services	83,928.04	626,538.00	542,609.96	86.60%
217	Adult Services	19,846.12	452,163.00	432,316.88	95.61%
220	Development	54,387.64	764,417.00	710,029.36	92.89%
240	General Services	1,528,532.72	12,212,958.00	10,684,425.28	87.48%
250	Human Resources	309,789.91	3,039,736.00	2,729,946.09	89.81%
251	HR-Work Insurance	85,278.38	1,501,744.00	1,416,465.62	94.32%
260	Information Technology	784,338.26	4,876,342.00	4,092,003.74	83.92%
270	Literacy Services	54,041.79	2,105,386.00	2,051,344.21	97.43%
280	Branding and Marketing	196,516.56	3,242,024.00	3,045,507.44	93.94%
290	Access Services	111,833.13	1,485,038.00	1,373,204.87	92.47%
310	Collection and Bibliographic Services	2,436,571.30	15,540,578.00	13,104,006.70	84.32%
320	Gallery Services	19,744.95	224,445.00	204,700.05	91.20%
330	Programming and Venues Services	304,541.08	3,629,127.00	3,324,585.92	91.61%
340	Community Engagement	49,979.00	745,461.00	695,482.00	93.30%
400	Library Operations	2,741,524.93	31,617,489.00	28,875,964.07	91.33%
Total		9,157,238.15	87,902,800.00	78,745,561.85	89.58%

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

General Fund - 100
Library Operations - Dept 400
From 07/01/2023 Through 07/21/2023

		YTD Actual	Budget	YTD Variance	Percent Budget Remaining
100	Blue Diamond	13,080.00	155,745.00	142,665.00	91.60%
110	Bunkerville	12,821.25	140,898.00	128,076.75	90.90%
120	Clark County Library	263,933.96	3,029,255.00	2,765,321.04	91.29%
130	Enterprise Library	124,633.37	1,719,983.00	1,595,349.63	92.75%
140	Goodsprings	9,313.61	99,926.00	90,612.39	90.68%
160	Indian Springs	13,192.54	183,824.00	170,631.46	92.82%
180	Laughlin	67,561.52	795,301.00	727,739.48	91.50%
190	Mesquite	105,605.65	1,347,002.00	1,241,396.35	92.16%
200	Moapa Town	11,623.21	143,048.00	131,424.79	91.87%
210	Moapa Valley	33,915.80	377,164.00	343,248.20	91.01%
220	Mount Charleston	12,141.82	123,744.00	111,602.18	90.19%
230	Rainbow Library	191,681.98	2,083,003.00	1,891,321.02	90.80%
240	Sahara West Library	253,796.04	2,809,692.00	2,555,895.96	90.97%
250	Sandy Valley	13,896.00	146,564.00	132,668.00	90.52%
260	Searchlight	11,468.87	127,251.00	115,782.13	90.99%
270	Spring Valley Library	153,310.25	1,981,743.00	1,828,432.75	92.26%
280	Summerlin Library	143,337.40	1,632,199.00	1,488,861.60	91.22%
290	Sunrise Library	153,647.60	1,709,642.00	1,555,994.40	91.01%
300	West Charleston Library	178,754.85	1,977,411.00	1,798,656.15	90.96%
310	West Las Vegas Library	170,092.44	1,893,563.00	1,723,470.56	91.02%
320	Whitney Library	170,155.01	1,753,818.00	1,583,662.99	90.30%
360	Meadows Library	12,938.42	171,485.00	158,546.58	92.46%
370	Centennial Hills	186,380.27	2,156,434.00	1,970,053.73	91.36%
380	Windmill Library	190,507.34	2,164,055.00	1,973,547.66	91.20%
390	East Las Vegas Library	201,290.35	2,270,824.00	2,069,533.65	91.14%
605	City Misdemeanant	41,754.54	203,063.00	161,308.46	79.44%
610	Clark County Detention Dept.	690.84	420,852.00	420,161.16	99.84%
Total		2,741,524.93	31,617,489.00	28,875,964.07	91.33%

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

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

General Fund - 100
From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	2,619,010.76	29,690,787.00	27,071,776.24	91.18%
51200 Salaries - Part Time	504,614.68	7,610,310.00	7,105,695.32	93.37%
51300 Overtime Pay	5,178.60	63,250.00	58,071.40	91.81%
51400 Call Back Pay	1,785.66	12,091.00	10,305.34	85.23%
51500 Standby Pay	5,573.72	56,317.00	50,743.28	90.10%
51600 Longevity Pay	21,811.04	264,903.00	243,091.96	91.77%
51700 Separation Pay	71,606.36	450,000.00	378,393.64	84.09%
51800 Leave Buyout	-	500,000.00	500,000.00	100.00%
55100 Employees Retirement	825,231.55	10,272,409.00	9,447,177.45	91.97%
55200 Group Insurance	499,054.27	5,781,560.00	5,282,505.73	91.37%
55300 Workers' Comp. Payments	64.72	271,544.00	271,479.28	99.98%
55400 Medicare Coverage Expense	74,143.31	975,658.00	901,514.69	92.40%
55500 Unemployment Insurance	-	150,000.00	150,000.00	100.00%
61100 Office Supplies	42,971.12	559,680.00	516,708.88	92.32%
61110 Operating Supplies	66,170.30	814,090.00	747,919.70	91.87%
61120 Software & User Licenses	-	504,052.00	504,052.00	100.00%
61130 Software Maintenance	547,718.36	1,257,000.00	709,281.64	56.43%
61200 Book Materials & Supplies	14,239.92	110,000.00	95,760.08	87.05%
61205 Interlibrary Loan	-	4,500.00	4,500.00	100.00%
61210 Small Equipment	21,286.42	396,500.00	375,213.58	94.63%
61400 Equipment Repair & Maint.	41,501.13	771,856.00	730,354.87	94.62%
61410 Contracted Services	589,228.85	7,094,016.00	6,504,787.15	91.69%
61420 Building Repair & Maint.	19,862.50	400,000.00	380,137.50	95.03%
61500 Rental Expenses	3,852.94	69,566.00	65,713.06	94.46%
61600 Telephone	80,370.38	690,000.00	609,629.62	88.35%
61700 Utilities	295,157.03	2,035,910.00	1,740,752.97	85.50%
61800 Insurance & Bonds	418,577.21	438,954.00	20,376.79	4.64%
61900 Professional Services	103,231.80	864,000.00	760,768.20	88.05%
61910 Legal Services	15,585.00	364,500.00	348,915.00	95.72%
62200 Collection Agencies	6,743.25	100,000.00	93,256.75	93.26%
62300 Board Compensation	320.00	10,000.00	9,680.00	96.80%
62500 Postage	361.65	316,500.00	316,138.35	99.89%
62510 Advertising	37,419.70	336,700.00	299,280.30	88.89%
62600 Community Events	6,553.68	83,250.00	76,696.32	92.13%
62610 Staff Day	-	30,000.00	30,000.00	100.00%
62620 Recruitment	2,484.96	20,000.00	17,515.04	87.58%
62700 Education & Training	13,537.16	225,000.00	211,462.84	93.98%
62800 Travel & Transportation	19,977.24	271,500.00	251,522.76	92.64%
62900 Printing & Reproduction	21,390.95	365,250.00	343,859.05	94.14%
63000 Dues & Subscriptions	1,849.00	53,110.00	51,261.00	96.52%
65000 Miscellaneous Expenses	160.13	35,800.00	35,639.87	99.55%
65100 Bank Charges	3,498.76	50,000.00	46,501.24	93.00%
67000 Rental Expenses to QALICBs	-	432,237.00	432,237.00	100.00%
81700 Library Books	2,155,114.04	13,100,000.00	10,944,885.96	83.55%
Total	9,157,238.15	87,902,800.00	78,745,561.85	89.58%

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

Grant Fund - 220

From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Intergovernmental Revenue	-	20,000,000.00	20,000,000.00	100.00%
Total Revenues	-	20,000,000.00	20,000,000.00	100.00%
Expenditures				
Salaries	51,823.99	1,300,000.00	1,248,176.01	96.01%
Benefits	17,089.11	700,000.00	682,910.89	97.56%
Supplies & Services	389.95	10,000,000.00	9,999,610.05	100.00%
Capital Outlay	242.71	8,000,000.00	7,999,757.29	100.00%
Total Expenditures	69,545.76	20,000,000.00	19,930,454.24	99.65%
Excess (Deficit) of Revenues over (under) Expenditures	(69,545.76)	-	69,545.76	0.35%

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

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

Grant Fund - 220

From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	29,344.00	1,000,000.00	970,656.00	97.07%
51200 Salaries - Part Time	22,350.61	300,000.00	277,649.39	92.55%
51600 Longevity Pay	129.38	-	-	
55100 Employees Retirement	9,780.87	423,698.21	413,917.34	97.69%
55200 Group Insurance	5,292.07	154,947.38	149,655.31	96.58%
55400 Medicare Coverage Expense	2,016.17	121,354.41	119,338.24	98.34%
61100 Office Supplies	-	511,200.00	511,200.00	100.00%
61120 Software & User Licenses	-	1,056,000.00	1,056,000.00	100.00%
61210 Small Equipment	-	2,017,500.00	2,017,500.00	100.00%
61410 Contracted Services	245.85	2,018,900.00	2,018,654.15	99.99%
62700 Education & Training	-	1,011,400.00	1,011,400.00	100.00%
62800 Travel & Transportation	144.10	1,004,000.00	1,003,855.90	99.99%
63000 Dues & Subscriptions	-	500,250.00	500,250.00	100.00%
65000 Miscellaneous Expenses	-	1,880,750.00	1,880,750.00	100.00%
81600 Capital Equipment - Major	-	7,947,500.00	7,947,500.00	100.00%
81700 Library Books	242.71	52,500.00	52,257.29	99.54%
Total	69,545.76	20,000,000.00	19,930,454.24	99.65%

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

Gift Fund - 230

From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	141,575.00	10,000,000.00	9,858,425.00	98.58%
Total Revenues	141,575.00	10,000,000.00	9,858,425.00	98.58%
Expenditures				
Salaries	-	200,000.00	200,000.00	100.00%
Supplies & Services	5,898.84	6,000,000.00	5,994,101.16	99.90%
Capital Outlay	-	3,800,000.00	3,800,000.00	100.00%
Total Expenditures	5,898.84	10,000,000.00	9,994,101.16	99.94%
Excess (Deficit) of Revenues over (under) Expenditures	135,676.16	-	(135,676.16)	-1.36%

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

Gift Fund - 230**From 07/01/2023 Through 08/18/2023**

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
51100 Salaries - Full Time	-	200,000.00	200,000.00	100.00%
61100 Office Supplies	-	50,000.00	50,000.00	100.00%
61110 Operating Supplies	597.74	50,000.00	49,402.26	98.80%
61210 Small Equipment	846.95	100,000.00	99,153.05	99.15%
61410 Contracted Services	-	2,200,000.00	2,200,000.00	100.00%
61500 Rental Expenses	-	330,000.00	330,000.00	100.00%
61900 Professional Services	-	3,000,000.00	3,000,000.00	100.00%
62600 Community Events	1,354.15	50,000.00	48,645.85	97.29%
62800 Travel & Transportation	-	50,000.00	50,000.00	100.00%
65000 Miscellaneous Expenses	3,100.00	170,000.00	166,900.00	98.18%
81600 Capital Equipment - Major	-	2,800,000.00	2,800,000.00	100.00%
81700 Library Books	-	1,000,000.00	1,000,000.00	100.00%
Total	5,898.84	10,000,000.00	9,994,101.16	99.94%

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

Capital Projects Fund - 510
From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	170,484.49	150,000.00	-	0.00%
Total Revenues	170,484.49	150,000.00	-	0.00%
Expenditures				
Supplies & Services	60,164.83	7,256,000.00	7,195,835.17	99.17%
Capital Outlay	40,456.85	27,022,000.00	26,981,543.15	99.85%
Total Expenditures	100,621.68	34,278,000.00	34,177,378.32	99.71%
Excess (Deficit) of Revenues over (under) Expenditures	69,862.81	(34,128,000.00)	(34,177,378.32)	-99.71%

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

Capital Projects Fund - 510
From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	YTD Variance	Percent Budget Remaining
61100 Office Supplies	-	-	-	-
61110 Operating Supplies	620.90	800,000.00	799,379.10	99.92%
61120 Software & User Licenses	-	900,000.00	900,000.00	100.00%
61130 Software Maintenance	-	240,000.00	240,000.00	100.00%
61210 Small Equipment	27,198.63	1,200,000.00	1,172,801.37	97.73%
61400 Equipment Repair & Maint.	-	700,000.00	700,000.00	100.00%
61410 Contracted Services	6,500.00	200,000.00	193,500.00	96.75%
61420 Building Repair & Maint.	988.00	1,100,000.00	1,099,012.00	99.91%
61800 Insurance & Bonds	3,729.00	256,000.00	252,271.00	98.54%
61900 Professional Services	-	1,560,000.00	1,560,000.00	100.00%
61910 Legal Services	-	60,000.00	60,000.00	100.00%
65000 Miscellaneous Expenses	-	200,000.00	200,000.00	100.00%
65100 Bank Charges	21,128.30	40,000.00	18,871.70	47.18%
81500 Capital Improvements	-	20,022,000.00	20,022,000.00	100.00%
81600 Capital Equipment - Major	40,456.85	7,000,000.00	6,959,543.15	99.42%
Total	100,621.68	34,278,000.00	34,177,378.32	99.71%

Las Vegas-Clark County Library District

Project 2050 - Furniture Replacement
From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	125,000.00	125,000.00	100%
Total Expenditures		-	125,000.00	125,000.00	100%

Las Vegas-Clark County Library District

Project 2200 - Financial Services Projects
From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	170,000.00	170,000.00	100%
61800	Insurance & Bonds	3,729.00	15,000.00	11,271.00	75%
65100	Bank Charges	21,128.30	40,000.00	18,871.70	47%
81600	Capital Equipment - Major	-	80,000.00	80,000.00	100%
Total Expenditures		24,857.30	305,000.00	280,142.70	92%

Las Vegas-Clark County Library District

Project 4010 - Tech Replacements & Upgrades
From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	-	100,000.00	100,000.00	100%
61120	Software & User Licenses	-	200,000.00	200,000.00	100%
61130	Software Maintenance	-	300,000.00	300,000.00	100%
61210	Small Equipment	19,771.47	700,000.00	680,228.53	97%
61400	Equipment Repair & Maint.	-	500,000.00	500,000.00	100%
61410	Contracted Services	-	200,000.00	200,000.00	100%
81600	Capital Equipment - Major	-	587,000.00	587,000.00	100%
Total Expenditures		19,771.47	2,587,000.00	2,567,228.53	99%

Las Vegas-Clark County Library District

Project 5010 - Bldg Repair & Maintenance
From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	-	200,000.00	200,000.00	100%
61120	Software & User Licenses	-	200,000.00	200,000.00	100%
61130	Software Maintenance	-	200,000.00	200,000.00	100%
61210	Small Equipment	7,427.16	300,000.00	292,572.84	98%
61400	Equipment Repair & Maint.	-	300,000.00	300,000.00	100%
61410	Contracted Services	6,500.00	400,000.00	393,500.00	98%
61420	Building Repair & Maint.	988.00	900,000.00	899,012.00	100%
61900	Professional Services	-	900,000.00	900,000.00	100%
81500	Capital Improvements	-	600,000.00	600,000.00	100%
81600	Capital Equipment - Major	-	205,000.00	205,000.00	100%
Total Expenditures		14,915.16	4,205,000.00	4,190,084.84	100%

Las Vegas-Clark County Library District

Project 5015 - Construction Projects
From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
45200 Interest Earnings	170,484.49	150,000.00	-	0%
Total Revenues	170,484.49	150,000.00	-	0%
Expenditures				
61110 Operating Supplies	620.90	-	-	0%
81500 Capital Improvements	-	25,000,000.00	25,000,000.00	100%
Total Expenditures	620.90	25,000,000.00	25,000,000.00	100%

Las Vegas-Clark County Library District

Project 5020 - PVS Projects

From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	-	406,000.00	406,000.00	100%
81500	Capital Improvements	-	100,000.00	100,000.00	100%
81600	Capital Equipment - Major	40,456.85	400,000.00	359,543.15	90%
Total Expenditures		40,456.85	906,000.00	865,543.15	96%

Las Vegas-Clark County Library District

Project 7010 - Library Materials
From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures				
81700 Library Materials	-	1,000,000.00	1,000,000.00	100%
Total Expenditures	-	1,000,000.00	1,000,000.00	100%

Las Vegas-Clark County Library District

Project 9010 - Vehicle Purchase and Replacement
From 07/01/2023 through 08/18/2023

510
Capital Projects Fund

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

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

Debt Service Fund - 610

From 07/01/2023 Through 08/18/2023

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	-	10,000.00	10,000.00	100.00%
Total Revenues	-	10,000.00	10,000.00	100.00%
Expenditures				
Supplies & Services	-	10,000.00	10,000.00	100.00%
Total Expenditures	-	10,000.00	10,000.00	100.00%
Excess (Deficit) of Revenues over (under) Expenditures	-	-	-	

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

Debt Service Fund - 610
From 07/01/2023 Through 08/18/2023

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

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

General Fund - 100**Administration - Executive - 110****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	30,242.07	379,543.00	349,300.93
Total Salaries		30,242.07	379,543.00	349,300.93
Benefits				
55100	Employees Retirement	9,256.53	127,147.00	117,890.47
55200	Group Insurance	2,886.40	43,270.00	40,383.60
55400	Medicare Coverage Expense	434.70	5,503.00	5,068.30
Total Benefits		12,577.63	175,920.00	163,342.37
Supplies & Services				
61100	Office Supplies	-	3,500.00	3,500.00
61110	Operating Supplies	-	2,000.00	2,000.00
61120	Software & User Licenses	-	45,000.00	45,000.00
61210	Small Equipment	-	10,000.00	10,000.00
61900	Professional Services	11,130.56	75,000.00	63,869.44
61910	Legal Services	7,425.00	75,000.00	67,575.00
62300	Board Compensation	320.00	10,000.00	9,680.00
62600	Community Events	-	15,000.00	15,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation***	305.21	25,000.00	24,694.79
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	844.00	30,000.00	29,156.00
65000	Miscellaneous Expenses	160.13	5,000.00	4,839.87
Total Supplies & Services		20,184.90	300,750.00	280,565.10
Total Administration - Executive-110		63,004.60	856,213.00	793,208.40

***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 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	88,934.73	1,111,647.00	1,022,712.27
51200	Salaries - Part Time	6,829.48	91,632.00	84,802.52
51600	Longevity Pay	598.06	6,877.00	6,278.94
Total Salaries		96,362.27	1,210,156.00	1,113,793.73
Benefits				
55100	Employees Retirement	29,450.51	395,921.00	366,470.49
55200	Group Insurance	12,349.83	140,377.00	128,027.17
55400	Medicare Coverage Expense	1,366.58	19,302.00	17,935.42
Total Benefits		43,166.92	555,600.00	512,433.08
Supplies & Services				
61100	Office Supplies	-	1,000.00	1,000.00
61110	Operating Supplies	1,551.90	50,000.00	48,448.10
61120	Software & User Licenses	-	15,000.00	15,000.00
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	4,241.08	154,000.00	149,758.92
61410	Contracted Services	-	47,900.00	47,900.00
61500	Rental Expenses	-	2,500.00	2,500.00
62700	Education & Training	-	7,500.00	7,500.00
62800	Travel & Transportation	1,602.15	30,000.00	28,397.85
63000	Dues & Subscriptions	-	1,500.00	1,500.00
Total Supplies & Services		7,395.13	314,400.00	307,004.87
Total Administration - Library Operations-120		146,924.32	2,080,156.00	1,933,231.68

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

General Fund - 100**Financial Services - 200****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	42,392.93	626,970.00	584,577.07
51200	Salaries - Part Time	2,378.10	30,000.00	27,621.90
51300	Overtime Pay	88.55	-	-
51600	Longevity Pay	166.67	1,900.00	1,733.33
Total Salaries		45,026.25	658,870.00	613,932.30
Benefits				
55100	Employees Retirement	13,333.26	220,722.00	207,388.74
55200	Group Insurance	6,386.58	94,880.00	88,493.42
55400	Medicare Coverage Expense	785.82	9,554.00	8,768.18
Total Benefits		20,505.66	325,156.00	304,650.34
Supplies & Services				
61100	Office Supplies	391.48	-	-
61110	Operating Supplies	699.20	6,000.00	5,300.80
61130	Software Maintenance	-	50,000.00	50,000.00
61400	Equipment Repair & Maint.	7,257.75	76,030.00	68,772.25
61410	Contracted Services	23,333.04	225,000.00	201,666.96
61900	Professional Services	9,596.75	100,000.00	90,403.25
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	6,743.25	100,000.00	93,256.75
62500	Postage	361.65	85,000.00	84,638.35
62510	Advertising	1,242.70	16,700.00	15,457.30
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	24.24	3,000.00	2,975.76
63000	Dues & Subscriptions	1,005.00	6,000.00	4,995.00
65000	Miscellaneous Expenses	-	10,000.00	10,000.00
65100	Bank Charges	3,498.76	50,000.00	46,501.24
67000	Rental Expenses to QALICBs	-	432,237.00	432,237.00
Total Supplies & Services		54,153.82	1,167,467.00	1,113,704.66
Total Financial Services-200		119,685.73	2,151,493.00	2,032,287.30

Las Vegas-Clark County Library District
Department Expenditures

General Fund - 100**Community Outreach - 215****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	31,169.58	390,947.00	359,777.42
51200	Salaries - Part Time	-	75,206.00	75,206.00
51300	Overtime Pay	13.13	-	-
51600	Longevity Pay	244.42	5,107.00	4,862.58
Total Salaries		31,427.13	471,260.00	439,846.00
Benefits				
55100	Employees Retirement	8,919.44	132,678.00	123,758.56
55200	Group Insurance	5,735.64	99,058.00	93,322.36
55400	Medicare Coverage Expense	444.54	11,496.00	11,051.46
Total Benefits		15,099.62	243,232.00	228,132.38
Supplies & Services				
61110	Operating Supplies	190.68	17,000.00	16,809.32
61120	Software & User Licenses	-	1,500.00	1,500.00
62600	Community Events	-	1,000.00	1,000.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	52.26	5,000.00	4,947.74
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	-	500.00	500.00
Total Supplies & Services		242.94	37,000.00	36,757.06
Total Community Outreach-215		46,769.69	751,492.00	704,735.44

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

General Fund - 100**Youth Services - 216****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	16,481.07	232,877.00	216,395.93
51600	Longevity Pay	169.95	1,939.00	1,769.05
Total Salaries		16,651.02	234,816.00	218,164.98
Benefits				
55100	Employees Retirement	5,202.56	78,664.00	73,461.44
55200	Group Insurance	1,620.04	30,503.00	28,882.96
55400	Medicare Coverage Expense	235.19	3,405.00	3,169.81
Total Benefits		7,057.79	112,572.00	105,514.21
Supplies & Services				
61110	Operating Supplies	4,024.23	124,900.00	120,875.77
61120	Software & User Licenses	-	6,000.00	6,000.00
61210	Small Equipment	-	17,250.00	17,250.00
61410	Contracted Services	56,195.00	125,250.00	69,055.00
61500	Rental Expenses	-	1,250.00	1,250.00
62700	Education & Training	-	1,500.00	1,500.00
62800	Travel & Transportation	-	3,000.00	3,000.00
Total Supplies & Services		60,219.23	279,150.00	218,930.77
Total Youth Services-216		83,928.04	626,538.00	542,609.96

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

General Fund - 100**Adult Services - 217****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	9,886.51	165,588.00	155,701.49
51600	Longevity Pay	189.98	2,180.00	1,990.02
Total Salaries		10,076.49	167,768.00	157,691.51
Benefits				
55100	Employees Retirement	3,148.46	56,202.00	53,053.54
55200	Group Insurance	817.12	22,335.00	21,517.88
55400	Medicare Coverage Expense	138.00	2,433.00	2,295.00
Total Benefits		4,103.58	80,970.00	76,866.42
Supplies & Services				
61110	Operating Supplies	203.40	73,375.00	73,171.60
61120	Software & User Licenses	-	500.00	500.00
61210	Small Equipment	950.42	15,250.00	14,299.58
61410	Contracted Services	4,450.00	107,300.00	102,850.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	62.23	5,000.00	4,937.77
Total Supplies & Services		5,666.05	203,425.00	197,758.95
Total Adult Services-217		19,846.12	452,163.00	432,316.88

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

General Fund - 100**Development - 220****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	30,819.16	409,237.00	378,417.84
51600	Longevity Pay	229.06	2,649.00	2,419.94
Total Salaries		31,048.22	411,886.00	380,837.78
Benefits				
55100	Employees Retirement	9,702.11	137,982.00	128,279.89
55200	Group Insurance	6,231.42	71,077.00	64,845.58
55400	Medicare Coverage Expense	439.13	5,972.00	5,532.87
Total Benefits		16,372.66	215,031.00	198,658.34
Supplies & Services				
61110	Operating Supplies	188.08	2,500.00	2,311.92
61410	Contracted Services	-	40,500.00	40,500.00
61900	Professional Services	225.00	50,000.00	49,775.00
61910	Legal Services	-	2,000.00	2,000.00
62500	Postage	-	1,500.00	1,500.00
62600	Community Events	6,553.68	10,000.00	3,446.32
62700	Education & Training	-	1,000.00	1,000.00
62800	Travel & Transportation	-	25,000.00	25,000.00
63000	Dues & Subscriptions	-	5,000.00	5,000.00
Total Supplies & Services		6,966.76	137,500.00	130,533.24
Total Development and Planning-220		54,387.64	764,417.00	710,029.36

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

General Fund - 100**General Services - 240****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	178,118.97	1,970,197.00	1,792,078.03
51200	Salaries - Part Time	6,721.53	78,163.00	71,441.47
51300	Overtime Pay	1,836.55	5,750.00	3,913.45
51400	Call Back Pay	1,785.66	12,091.00	10,305.34
51500	Standby Pay	5,573.72	56,317.00	50,743.28
51600	Longevity Pay	555.91	6,371.00	5,815.09
Total Salaries		194,592.34	2,128,889.00	1,934,296.66
Benefits				
55100	Employees Retirement	57,658.57	685,067.00	627,408.43
55200	Group Insurance	43,818.34	453,107.00	409,288.66
55400	Medicare Coverage Expense	3,136.28	35,632.00	32,495.72
Total Benefits		104,613.19	1,173,806.00	1,069,192.81
Supplies & Services				
61100	Office Supplies	1,357.00	15,000.00	13,643.00
61110	Operating Supplies	47,112.50	380,000.00	332,887.50
61130	Software Maintenance	21,224.15	75,000.00	53,775.85
61210	Small Equipment	3,929.65	40,000.00	36,070.35
61400	Equipment Repair & Maint.	6,666.71	65,000.00	58,333.29
61410	Contracted Services	414,556.27	5,396,399.00	4,981,842.73
61420	Building Repair & Maint.	19,862.50	400,000.00	380,137.50
61500	Rental Expenses	884.17	17,500.00	16,615.83
61700	Utilities	295,157.03	2,035,910.00	1,740,752.97
61800	Insurance & Bonds	418,577.21	438,954.00	20,376.79
61900	Professional Services	-	15,000.00	15,000.00
61910	Legal Services	-	10,000.00	10,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	-	1,000.00	1,000.00
62900	Printing & Reproduction	-	500.00	500.00
63000	Dues & Subscriptions	-	1,000.00	1,000.00
65000	Miscellaneous Expenses	-	14,000.00	14,000.00
Total Supplies & Services		1,229,327.19	8,910,263.00	7,680,935.81
Total General Services/Facilities-240		1,528,532.72	12,212,958.00	10,684,425.28

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

General Fund - 100**Human Resources - 250****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	89,185.78	1,073,764.00	984,578.22
51300	Overtime Pay	36.25	-	-
Total Salaries		89,222.03	1,073,764.00	984,578.22
Benefits				
55100	Employees Retirement	27,906.52	359,711.00	331,804.48
55200	Group Insurance	17,410.03	200,984.00	183,573.97
55400	Medicare Coverage Expense	2,037.66	15,570.00	13,532.34
55500	Unemployment Insurance	-	75,000.00	75,000.00
Total Benefits		47,354.21	651,265.00	603,910.79
Supplies & Services				
61110	Operating Supplies	525.11	15,015.00	14,489.89
61130	Software Maintenance	113,940.00	210,000.00	96,060.00
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	6,088.81	77,192.00	71,103.19
61900	Professional Services	18,969.92	470,000.00	451,030.08
61910	Legal Services	8,160.00	265,000.00	256,840.00
62510	Advertising	-	20,000.00	20,000.00
62600	Community Events	-	2,250.00	2,250.00
62610	Staff Day	-	30,000.00	30,000.00
62620	Recruitment	2,484.96	20,000.00	17,515.04
62700	Education & Training	7,996.91	150,000.00	142,003.09
62800	Travel & Transportation	15,047.96	50,000.00	34,952.04
63000	Dues & Subscriptions	-	5,000.00	5,000.00
Total Supplies & Services		173,213.67	1,314,707.00	1,141,493.33
Total Human Resources-250		309,789.91	3,039,736.00	2,729,982.34

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

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

From 07/01/2023 through 08/18/2023

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51700	Separation Pay	71,606.36	450,000.00	378,393.64
51800	Leave Buyout	-	500,000.00	500,000.00
Total Salaries		71,606.36	950,000.00	878,393.64
Benefits				
55200	Group Insurance	13,672.02	205,200.00	191,527.98
55300	Workers' Comp. Payments	-	271,544.00	271,544.00
55500	Unemployment Insurance	-	75,000.00	75,000.00
Total Benefits		13,672.02	551,744.00	538,071.98
Total HR-Work Insurance-251		85,278.38	1,501,744.00	1,416,465.62

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

General Fund - 100**Information Technology - 260****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	171,873.87	1,742,485.00	1,570,611.13
51300	Overtime Pay	1,995.08	28,750.00	26,754.92
51600	Longevity Pay	912.12	10,445.00	9,532.88
Total Salaries		174,781.07	1,781,680.00	1,606,898.93
Benefits				
55100	Employees Retirement	52,707.11	587,232.00	534,524.89
55200	Group Insurance	27,236.69	267,713.00	240,476.31
55400	Medicare Coverage Expense	2,468.47	25,417.00	22,948.53
Total Benefits		82,412.27	880,362.00	797,949.73
Supplies & Services				
61110	Operating Supplies	7,712.72	25,000.00	17,287.28
61120	Software & User Licenses	-	30,000.00	30,000.00
61130	Software Maintenance	397,531.21	757,000.00	359,468.79
61210	Small Equipment	9,830.98	35,000.00	25,169.02
61400	Equipment Repair & Maint.	25,551.62	607,000.00	581,448.38
61410	Contracted Services	607.76	35,000.00	34,392.24
61600	Telephone	80,370.38	690,000.00	609,629.62
62700	Education & Training	5,540.25	25,000.00	19,459.75
62800	Travel & Transportation	-	10,000.00	10,000.00
65000	Miscellaneous Expenses	-	300.00	300.00
Total Supplies & Services		527,144.92	2,214,300.00	1,687,155.08
Total Information Technology-260		784,338.26	4,876,342.00	4,092,003.74

Las Vegas-Clark County Library District
Department Expenditures

General Fund - 100**Literacy Services - 270****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	11,250.96	619,812.00	608,561.04
51200	Salaries - Part Time	9,552.00	1,026,667.00	1,017,115.00
51300	Overtime Pay	(97.64)	-	97.64
51600	Longevity Pay	-	1,453.00	1,453.00
Total Salaries		20,705.32	1,647,932.00	1,627,226.68
Benefits				
55100	Employees Retirement	3,956.90	215,397.00	211,440.10
55200	Group Insurance	1,107.08	95,680.00	94,572.92
55400	Medicare Coverage Expense	825.00	86,202.00	85,377.00
Total Benefits		5,888.98	397,279.00	391,390.02
Supplies & Services				
61100	Office Supplies	88.96	2,000.00	1,911.04
61110	Operating Supplies	-	10,000.00	10,000.00
61410	Contracted Services	27,256.35	37,175.00	9,918.65
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	102.18	6,000.00	5,897.82
Total Supplies & Services		27,447.49	60,175.00	32,727.51
Total Literacy Department-270		54,041.79	2,105,386.00	2,051,344.21

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

General Fund - 100**Branding and Marketing - 280****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	79,349.60	957,022.00	877,672.40
51300	Overtime Pay	14.06	-	-
51600	Longevity Pay	158.33	1,800.00	1,641.67
Total Salaries		79,521.99	958,822.00	879,314.07
Benefits				
55100	Employees Retirement	23,269.85	321,205.00	297,935.15
55200	Group Insurance	10,750.47	130,766.00	120,015.53
55400	Medicare Coverage Expense	1,133.49	13,903.00	12,769.51
Total Benefits		35,153.81	465,874.00	430,720.19
Supplies & Services				
61100	Office Supplies	31.29	-	-
61110	Operating Supplies	395.13	26,800.00	26,404.87
61120	Software & User Licenses	-	334,052.00	334,052.00
61210	Small Equipment	-	10,000.00	10,000.00
61400	Equipment Repair & Maint.	1,157.78	15,576.00	14,418.22
61410	Contracted Services	22,596.25	470,700.00	448,103.75
61500	Rental Expenses	-	700.00	700.00
61910	Legal Services	-	10,000.00	10,000.00
62500	Postage	-	230,000.00	230,000.00
62510	Advertising	36,177.00	300,000.00	263,823.00
62600	Community Events	-	50,000.00	50,000.00
62800	Travel & Transportation	92.36	18,000.00	17,907.64
62900	Printing & Reproduction	21,390.95	350,000.00	328,609.05
65000	Miscellaneous Expenses	-	1,500.00	1,500.00
Total Supplies & Services		81,840.76	1,817,328.00	1,735,518.53
Total Branding and Marketing-280		196,516.56	3,242,024.00	3,045,552.79

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

General Fund - 100**Access Services - 290****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	55,496.77	734,966.00	679,469.23
51200	Salaries - Part Time	11,458.72	118,957.00	107,498.28
51300	Overtime Pay	-	5,750.00	5,750.00
51600	Longevity Pay	789.42	9,048.00	8,258.58
Total Salaries		67,744.91	868,721.00	800,976.09
Benefits				
55100	Employees Retirement	20,010.37	275,912.00	255,901.63
55200	Group Insurance	7,377.59	108,842.00	101,464.41
55400	Medicare Coverage Expense	1,186.56	14,953.00	13,766.44
Total Benefits		28,574.52	399,707.00	371,132.48
Supplies & Services				
61100	Office Supplies	-	2,500.00	2,500.00
61110	Operating Supplies	388.52	35,000.00	34,611.48
61130	Software Maintenance	15,023.00	160,000.00	144,977.00
61205	Interlibrary Loan	-	1,500.00	1,500.00
61210	Small Equipment	-	7,500.00	7,500.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	102.18	5,000.00	4,897.82
63000	Dues & Subscriptions	-	110.00	110.00
Total Supplies & Services		15,513.70	216,610.00	201,096.30
Total Access Services Department-290		111,833.13	1,485,038.00	1,373,204.87

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

General Fund - 100**Collection and Bibliographic Services - 310****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	130,407.63	1,286,678.00	1,156,270.37
51200	Salaries - Part Time	2,543.23	51,582.00	49,038.77
51600	Longevity Pay	2,509.15	28,910.00	26,400.85
Total Salaries		135,460.01	1,367,170.00	1,231,709.99
Benefits				
55100	Employees Retirement	39,573.21	449,449.00	409,875.79
55200	Group Insurance	26,827.74	292,552.00	265,724.26
55400	Medicare Coverage Expense	2,046.81	21,407.00	19,360.19
Total Benefits		68,447.76	763,408.00	694,960.24
Supplies & Services				
61110	Operating Supplies	-	1,000.00	1,000.00
61120	Software & User Licenses	-	35,000.00	35,000.00
61200	Book Materials & Supplies	14,239.92	110,000.00	95,760.08
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	63,309.57	154,000.00	90,690.43
62800	Travel & Transportation	-	5,000.00	5,000.00
81700	Library Books	2,155,114.04	13,100,000.00	10,944,885.96
Total Supplies & Services		2,232,663.53	13,410,000.00	11,177,336.47
Total Collection and Bibliographic Services-310		2,436,571.30	15,540,578.00	13,104,006.70

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

General Fund - 100**Gallery Services - 320****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	12,699.72	133,389.00	120,689.28
Total Salaries		12,699.72	133,389.00	120,689.28
Benefits				
55100	Employees Retirement	3,970.55	44,685.00	40,714.45
55200	Group Insurance	2,872.52	28,937.00	26,064.48
55400	Medicare Coverage Expense	180.54	1,934.00	1,753.46
Total Benefits		7,023.61	75,556.00	68,532.39
Supplies & Services				
61110	Operating Supplies	-	8,500.00	8,500.00
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	21.62	3,500.00	3,478.38
62900	Printing & Reproduction	-	1,500.00	1,500.00
Total Supplies & Services		21.62	15,500.00	15,478.38
Total Gallery Services-320		19,744.95	224,445.00	204,700.05

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

General Fund - 100**Programming and Venues Services - 330****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	157,646.43	1,682,396.00	1,524,749.57
51200	Salaries - Part Time	33,714.78	335,091.00	301,376.22
51300	Overtime Pay	1,184.60	23,000.00	21,815.40
51600	Longevity Pay	1,369.76	15,562.00	14,192.24
Total Salaries		193,915.57	2,056,049.00	1,862,133.43
Benefits				
55100	Employees Retirement	51,265.84	603,779.00	552,513.16
55200	Group Insurance	27,075.22	324,415.00	297,339.78
55400	Medicare Coverage Expense	4,259.49	43,784.00	39,524.51
Total Benefits		82,600.55	971,978.00	889,377.45
Supplies & Services				
61110	Operating Supplies	1,082.70	27,000.00	25,917.30
61120	Software & User Licenses	-	12,000.00	12,000.00
61210	Small Equipment	2,334.29	67,500.00	65,165.71
61400	Equipment Repair & Maint.	867.27	8,000.00	7,132.73
61410	Contracted Services	22,026.72	431,600.00	409,573.28
61500	Rental Expenses	1,351.75	30,000.00	28,648.25
62700	Education & Training	-	7,000.00	7,000.00
62800	Travel & Transportation	362.23	16,000.00	15,637.77
63000	Dues & Subscriptions	-	2,000.00	2,000.00
Total Supplies & Services		28,024.96	601,100.00	573,075.04
Total Programming and Venues Department-330		304,541.08	3,629,127.00	3,324,585.92

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

General Fund - 100**Community Engagement - 340**

From 07/01/2023 through 08/18/2023

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	25,375.41	373,574.00	348,198.59
Total Salaries		25,375.41	373,574.00	348,198.59
Benefits				
55100	Employees Retirement	7,932.52	125,147.00	117,214.48
55200	Group Insurance	4,159.95	49,323.00	45,163.05
55400	Medicare Coverage Expense	362.70	5,417.00	5,054.30
Total Benefits		12,455.17	179,887.00	167,431.83
Supplies & Services				
61110	Operating Supplies	-	10,000.00	10,000.00
61120	Software & User Licenses	-	23,000.00	23,000.00
61210	Small Equipment	-	35,000.00	35,000.00
61410	Contracted Services	12,000.00	100,000.00	88,000.00
62600	Community Events	-	5,000.00	5,000.00
62700	Education & Training	-	4,000.00	4,000.00
62800	Travel & Transportation	148.42	10,000.00	9,851.58
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	-	2,000.00	2,000.00
Total Supplies & Services		12,148.42	192,000.00	179,851.58
Total Community Engagement-340		49,979.00	745,461.00	695,482.00

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

General Fund - 100**Library Operations - 400****From 07/01/2023 through 08/18/2023**

		YTD Actual	FY2024 Budget	Balance Remaining
Salaries				
51100	Salaries - Full Time	1,457,679.57	15,769,695.00	14,312,015.43
51200	Salaries - Part Time	431,416.84	5,833,012.00	5,401,595.16
51300	Overtime Pay	108.02	-	-
51600	Longevity Pay	13,918.21	170,662.00	156,743.79
Total Salaries		1,903,122.64	21,773,369.00	19,870,354.38
Benefits				
55100	Employees Retirement	457,967.24	5,455,509.00	4,997,541.76
55200	Group Insurance	280,719.59	3,122,541.00	2,841,821.41
55300	Workers' Comp. Payments	64.72	-	(64.72)
55400	Medicare Coverage Expense	52,662.35	653,774.00	601,111.65
Total Benefits		791,413.90	9,231,824.00	8,440,410.10
Supplies & Services				
61100	Office Supplies	41,102.39	535,680.00	494,577.61
61110	Operating Supplies	2,214.78	-	-
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	1,617.02	17,616.00	15,998.98
62800	Travel & Transportation	2,054.20	51,000.00	48,945.80
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
Total Supplies & Services		46,988.39	612,296.00	567,522.39
Total Library Operations-400		2,741,524.93	31,617,489.00	28,878,286.87

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 07/22/2023 through 08/18/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18321	7/24/2023	10179	Safe and Secure Alarms and Video	WC: FY 24 - Burglar Alarm Monitoring	54.00
18322	7/24/2023	10231	Janet Mikealson-Lenox	Facepainting Svcs - EV 7/15/23	2,700.00
18323	7/24/2023	10332	IXL Learning, Inc.	IXL site license 1 year	21,595.00
18324	7/24/2023	11055	Bryant Rogers	ALA 2023 Conference Travel	1,338.78
18325	7/24/2023	11143	Brightly Software, Inc.	Annual - AE Core 07/01/23 - 06/30/2023	20,762.15
18326	7/24/2023	11652	Nathaniel Paul Waugh	Board Compensation for July 13 Meeting	40.00
18327	7/24/2023	11681	Jennifer L. Jiron	ALA 2023 Conference Travel	649.22
18328	7/24/2023	11686	Reliable Pump & Motor	CC,SW,WV: FY 24 - Sump Pump/Fire Pump	750.00
18329	7/24/2023	11703	Kathleen Hagen Turner Whiteley	Board Compensation for July 13 Meeting	40.00
18330	7/24/2023	11941	Brink's Incorporated	Excess Fees March 2023	14,533.32
18331	7/24/2023	12302	Elaine Sanchez	Board Compensation for July 13 Meeting	40.00
18332	7/24/2023	1429	DC Thomas	BD Rent August 2023	1,617.02
18333	7/24/2023	1457	Demco, Inc.	Supplies-Clear pockets & LP labels	199.20
18334	7/24/2023	1757	Ingram Library Services	Library Books & Materials	36,855.59
18335	7/24/2023	1837	Johnstone Supply	EN - HVAC Fans	201.51
18336	7/24/2023	2152	Nedco Supply	LA: Lights for LED Project	660.77
18337	7/24/2023	2215	OCLC Inc.	Cataloging 23/24	62,145.87
18338	7/24/2023	2234	Overton Power District #5	SVC 6/8/23 - 7/8/23 MV	463.04
18339	7/24/2023	2350	Rebel Oil Company	SC: Vehicle Diesel & Unleaded Fuel	19,124.69
18340	7/24/2023	2362	Refrigeration Supplies Distributor	#56 - HVAC Condenser Fan & Capacitor	176.24
18341	7/24/2023	2486	Sonitrol Of Southern NV	Various: FY 24 - Alarm Monitoring	3,912.00
18342	7/24/2023	2687	Value Line Publishing, LLC	Research Center renewal 8/2023-8/2024	32,775.00
18343	7/24/2023	2702	Grainger, Inc.	SW - Door Sweeps	21.36
18344	7/24/2023	2733	Phoenix Fire Protection, LLC	Annual Fire Extinguisher Certification 2023	465.00
18345	7/24/2023	2798	Brodart Co.	s.o ref books	126,272.00
18346	7/24/2023	3058	EBSCO Information Services	Ebsco subscriptions FY 23/24	241,187.00
18347	7/24/2023	3061	Facts on File/Infobase Learning	Credo Ref 1 yr sub	23,218.90
18348	7/24/2023	3149	Midwest Tape	Library Books & Materials for FY 2023	11,572.44
18349	7/24/2023	3435	Ace Fire Systems, Inc.	WV: Replace Fire Pump's Air Vent Valve	627.15
18350	7/24/2023	4042	Baker & Taylor, Inc.	Order PUR022668	10,527.08
18351	7/24/2023	4540	Robert Half	Week Ended 7-7-2023	4,001.89
18352	7/24/2023	4604	Brodart Library Supplies & Furnishings	Supplies for CBS	3,825.02
18353	7/24/2023	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	252.62
18354	7/24/2023	5130	OverDrive Inc.	Overdrive invoices 2023/24	173,137.46
18355	7/24/2023	5769	The Penworthy Company	s.o. boardbooks	8,784.03
18356	7/24/2023	7188	Innovative Interfaces, Inc.	Content Cafe 7/1/23-6/30/24	49,333.28
18357	7/24/2023	7687	United Lock and Security, Inc.	SE - Keys Made	20.00
18358	7/24/2023	7943	Communication Electronic Systems Inc	FY 24 - Burglar/Fire Alarm Monitoring	130.00
18359	7/24/2023	8010	Allied Universal Security Services	Spec. Events 06/01/2023-06/30/2023	3,397.44
18360	7/24/2023	8122	Staples Advantage Dept LA	Refill Ink DET	1,151.37
18361	7/24/2023	8557	Guaranteed Pest Solutions LLC	Various: FY 24 - Pest Control	646.25
18362	7/24/2023	8565	WT Cox Information Services	Order PUR021735	98.57
18363	7/24/2023	8575	Intermountain Lock and Security Supply	SV - CAM Lock	6.41
18364	7/24/2023	8593	American Sign Language Communication	ASL Interpretive Services at WC on 7/8/23	180.00
18365	7/24/2023	8718	Library Ideas, LLC	Freegal music 8/1/23-7/31/24	159,750.00
18366	7/24/2023	9191	Canon Solutions America, Inc.	Newspaper Direct Printer 4/27-5/26/23 YFF09304	8,597.97
18367	7/24/2023	9332	Felipe A. Ortiz	ALA Conference Travel	1,637.17
18368	7/24/2023	9383	Office Plus	Newspaper Direct SW	4,369.47
18369	7/24/2023	9758	ConvergeOne, Inc.	Software Maintenance/Assurance for Phone Switches	23,780.00
18370	7/24/2023	9827	Vision Sign Inc.	EV: Repair to Exterior Reader Board	642.00
18371	7/31/2023	10017	CDA Media Relations	June purchasing ad	4,700.00
18372	7/31/2023	10129	Fun Express LLC	YS Program supplies	320.84
18373	7/31/2023	10321	Bagsinbulk.com	Backpacks for Whitney Library Back to School Fair	951.60
18375	7/31/2023	10604	Johnson Controls Security Solutions LLC	Various FY24-Burglar-Fire Alarm Monitoring	5,290.27
18376	7/31/2023	1064	Allied Refrigeration Inc.	#51 - HVAC Fuses /FRNR 60 AMP 250V 81043	113.60
18377	7/31/2023	10686	NLS Grounds Management LLC	Landscape Maintenance-JUNE23	22,772.70
18379	7/31/2023	12045	Eagle Promotions	Crew Shirts	840.00
18380	7/31/2023	12190	PLI Cards	Library District Badges	1,573.29
18381	7/31/2023	1240	Brady Industries of Nevada, LLC	MB-Cons/Deo/Glass Clean/Gum Rev/Etc	684.72
18382	7/31/2023	1457	Demco, Inc.	30th Anniversary Giveaways	56.90
18383	7/31/2023	1580	Ferguson Enterprises, LLC	WV - Plumbing	888.15
18384	7/31/2023	1837	Johnstone Supply	WH - HVAC Refrigerant & Solenoid	552.12
18385	7/31/2023	2307	Progressive Elevator	CC: FY 24 - Elevator Maintenance	697.00
18386	7/31/2023	2362	Refrigeration Supplies Distributor	WH - Compressor	3,349.40
18387	7/31/2023	2702	Grainger, Inc.	WH - HVAC Cmpt. Axial Fan	7.72
18388	7/31/2023	2809	Water District	SVC Summary May 23 & June 23	22,826.89
18389	7/31/2023	2853	Dick Blick	Bal Due Scratch Bds SM	104.48
18390	7/31/2023	2887	Thomson Reuters West Payment Ctr	Order PUR022691	3,359.14
18391	7/31/2023	2891	AFLAC	July 2023	777.82
18392	7/31/2023	2914	Iron Mountain	Service June 2023	608.95
18393	7/31/2023	3770	Cox Communications of Las Vegas	Service 07.17.23-08.16.23	30,731.73
18394	7/31/2023	4320	Kiesub Electronic Supply	PVS Supplies	560.52
18395	7/31/2023	4540	Robert Half	R. Walton W/E 7-14-23	5,077.45
18396	7/31/2023	4604	Brodart Library Supplies & Furnishings	Decoupler Keys Access Svc	8,652.66
18397	7/31/2023	4676	Color Reflections	Boulevard Mall Banners	2,646.00
18398	7/31/2023	5001	UniFirst Corporation	FAC Uniform Rental	246.67
18399	7/31/2023	6700	SAGE Publications, Inc.	CQ Researcher Arch renew 090123-083124	8,241.00
18400	7/31/2023	7583	Boulder City Library District	FY 2023 Fines Remitted	4,260.73
18401	7/31/2023	7687	United Lock and Security, Inc.	Lock Repair SW	245.50
18402	7/31/2023	8010	Allied Universal Security Services	Various: FY 24 Security - Special Events	380.80
18403	7/31/2023	8122	Staples Advantage Dept LA	Stamps, pens FAC	3,927.27
18404	7/31/2023	8557	Guaranteed Pest Solutions LLC	CC Bed Bug on Computer Lab Work Desk	243.75
18405	7/31/2023	9101	O'Reilly Auto Parts	#63 - Antifreeze	20.99
18406	7/31/2023	9133	Ted Wiens Tire & Auto Centers	Ann'l Smog Checks for (49)	34.00
18407	7/31/2023	9383	Office Plus	Black toner WH	1,107.13
18408	7/31/2023	9730	Commercial Lighting Specialties, LLC	RB - Lighting	179.50
18409	7/31/2023	9907	Principal Life Insurance Company	August 2023	31,179.02

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 07/22/2023 through 08/18/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18410	8/7/2023	10017	CDA Media Relations	Full Page Ad JUNE	8,000.00
18411	8/7/2023	10162	CenturyLink	July 24-Aug 23, 2023	136.98
18412	8/7/2023	10179	Safe and Secure Alarms and Video	WC: FY 24 - Burglar Alarm Monitoring	54.00
18413	8/7/2023	10212	Virgin Valley Water District	SVC 6/20/23 - 7/20/23 MQLC	958.61
18414	8/7/2023	10231	Janet Mikealson-Lenox	Facepainting/Balloon art at Meadows 7/29/23	900.00
18415	8/7/2023	10454	USI Insurance Services LLC	Kidnap & Ransom 07/15/23 to 07/15/24 Renewal	418,577.21
18416	8/7/2023	10535	Johnson Controls Fire Protection LP	EN Fire Alarm Tests/Insp	159.50
18418	8/7/2023	10808	Patron Point, Inc.	PP Annual Subs 07/01/22-06/30/23	2,888.73
18419	8/7/2023	10927	CenturyLink	Service 07.20.23-08.19.23	323.02
18421	8/7/2023	11137	Vital Records Control	Monthly Maintenance Fee June 2023	117.41
18422	8/7/2023	11919	Jazz's Office, LLC	Foundation Bookkeeping-May23	90.00
18423	8/7/2023	11984	Victig Background Screening	Order PUR022867	1,366.15
18424	8/7/2023	1201	Best Janitorial Services of Nevada	Extra Janitorial Services: March - June 2023	4,360.00
18425	8/7/2023	1300	Cashman Equipment Company	SW: Generator Repair - Duplicate Billing	375.81
18426	8/7/2023	1580	Ferguson Enterprises, LLC	EV: Staff Restroom Faucets	1,355.22
18427	8/7/2023	1627	Cengage Learning, Inc.	Databases & large print for FY 22/23	14,826.41
18428	8/7/2023	1757	Ingram Library Services	Order PUR022723	46,328.55
18429	8/7/2023	1897	Lakeshore Learning Materials	Summer Challenge 2023 Prizes	921.31
18430	8/7/2023	2152	Nedco Supply	CH - Lighting Stock	354.40
18431	8/7/2023	2234	Overton Power District #5	SVC 6/22/23 - 7/22/23 MT	280.68
18432	8/7/2023	2307	Progressive Elevator	CC Elevator	697.00
18433	8/7/2023	2698	Virgin Valley Disposal	SVC 7/1/23 - 7/31/23 MQ	127.29
18434	8/7/2023	2733	Phoenix Fire Protection, LLC	Fire Sprinkler Tests/Insp Wet Jun23	450.00
18436	8/7/2023	2860	Las Vegas Review Journal	May RJ Ads	14,337.79
18437	8/7/2023	3023	Filtration Group IAQ	Filters for MBs	6,892.44
18438	8/7/2023	3309	Cobblestone Group II LLC	Consumables #59 Batteries	110.90
18439	8/7/2023	3324	Rio Virgin Telephone Co.	Service 08.01.23 to 08.31.23	457.06
18440	8/7/2023	3435	Ace Fire Systems, Inc.	Qtrly Fire Sprinkler Insp EN	465.00
18441	8/7/2023	3770	Cox Communications of Las Vegas	7/22/23-8/21-23	93.88
18442	8/7/2023	4042	Baker & Taylor, Inc.	Order PUR022824	4,387.42
18443	8/7/2023	4108	American Library Association	2023 ALA Membership Renewals	844.00
18444	8/7/2023	4224	DataPLUS Communications	WH Fire Alarm Tests/Insp-Jun 2023	425.00
18445	8/7/2023	4293	MTM/lostens Recognition	MTM Rec Pins May 23	1,088.99
18446	8/7/2023	4517	Fingerprint Pros, Inc.	Order PUR022881	767.00
18447	8/7/2023	4540	Robert Half	S. Floyd w/e 7/28/23	5,050.05
18448	8/7/2023	4604	Brodart Library Supplies & Furnishings	Acid-Free Bind-Art Flexible Adhesive	5.10
18449	8/7/2023	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	126.31
18450	8/7/2023	5718	Tangerine Office Machines	Printer Support	275.00
18451	8/7/2023	6646	Aqua Serv Engineers, Inc.	HVAC Water Treatment	3,209.64
18452	8/7/2023	7419	EDS Electronics Inc.	SW Fire Alarm Tests/Insp	330.00
18453	8/7/2023	8122	Staples Advantage Dept LA	Custself Ink Stamp SM	1,418.84
18454	8/7/2023	8565	WT Cox Information Services	Order PUR022828	20,607.10
18455	8/7/2023	9101	O'Reilly Auto Parts	#36 - TPS Van needs Wiper Blades	151.10
18456	8/7/2023	9159	Mesquite Lumber /Ace Hardware	MQL - Chain Links	53.59
18457	8/7/2023	9287	Otis Elevator Company	WM: FY 24 - Elevator Maintenance	1,747.16
18458	8/7/2023	9383	Office Plus	Set of toners WC	785.96
18459	8/7/2023	9489	Teledata Technologies	Wall Plate Repair SV	677.27
18460	8/7/2023	9553	Ashworth and Belcastro Systems (ABS)	SU Fire Alarm Monitoring & Tests/Inspections	390.00
18461	8/7/2023	9730	Commercial Lighting Specialties, LLC	RB Lighting BAF3325S/MV PR7288	179.50
18462	8/7/2023	9758	ConvergeOne, Inc.	WebEx Annual Renewal End 06/30/24	10,200.00
18463	8/7/2023	9821	Liquid Courage	Bar Package-Windmill Library	1,354.15
18464	8/7/2023	9827	Vision Sign Inc.	SM & SV: FY 24 - Sign Maintenance	210.00
18465	8/14/2023	10228	Sterling Volunteers	July Vol Background Checks	187.00
18466	8/14/2023	10834	Brittany Mangelson	6-28-23 Special Board Mtg	156.50
18467	8/14/2023	11075	Cadient Talent, LLC	Professional Services Aug 2023	450.00
18468	8/14/2023	11552	Destiny Executive Search Group, Inc.	Regional Manager Search July 2023	9,583.33
18469	8/14/2023	11941	Brink's Incorporated	Excess Fees July 2023	3,704.46
18470	8/14/2023	11995	JS Pest Control	CH: Pigeon Abatement - Rooftop Areas	5,200.00
18471	8/14/2023	12054	Amazon Capital Services, Inc.	FAC: Operating Supplies	12,909.88
18473	8/14/2023	1640	Gerald M Welt Chartered	Legal services rendered 07/23	7,425.00
18474	8/14/2023	1678	Scholastic Library Publishing	Scholastic Go 7/1/23-6/30/24	79,183.00
18475	8/14/2023	1753	InfoUSA Marketing Inc.-A Sub of Data Axle Inc.	City Directories mid-year July 2023	2,700.00
18476	8/14/2023	1854	Kamer Zucker Abbott	Attorney Fees July 2023	8,160.00
18477	8/14/2023	2234	Overton Power District #5	SVC 7/1/23 - 8/1/23 MQLC	2,981.67
18478	8/14/2023	2567	Teamsters Local Union #14	Union Dues - Aug 2023	10,760.00
18479	8/14/2023	2798	Brodart Co.	Weiss Ratings Guides Spring 2023	2,308.88
18480	8/14/2023	2799	CDW Government Inc,	Replacement APC Battery Cart.	792.16
18481	8/14/2023	2819	CenturyLink Communications, LLC	Service 01/07/22-02/06/23	2,909.47
18482	8/14/2023	2853	Dick Blick	Mesh Zipper Bags - SW	73.39
18483	8/14/2023	2914	Iron Mountain	July 2023 Service	607.76
18484	8/14/2023	3058	EBSCO Information Services	LibraryAware FY24 Renewal	15,023.00
18485	8/14/2023	3435	Ace Fire Systems, Inc.	Qtrly Fire Sprinkler Insp CC	925.00
18486	8/14/2023	4522	Quest Diagnostics	Pre-Employment Drug Testing	427.90
18487	8/14/2023	4540	Robert Half	S. Floyd Wk End 08.04.23	4,087.69
18488	8/14/2023	5718	Tangerine Office Machines	Printer Support - EN	220.00
18489	8/14/2023	7188	Innovative Interfaces, Inc.	SkyRiver eMARC July 2023 - 1086	814.50
18490	8/14/2023	8122	Staples Advantage Dept LA	Colossal Poms - MV	904.97
18491	8/14/2023	8155	Las Vegas Clark County Librar Dist Foundation	Bookstore Sales - June 2023	30,654.07
18492	8/14/2023	9074	Statewide Fire Protection - Western States	Fire Sprinkler Tests/Insp WM	450.00
18493	8/14/2023	9191	Canon Solutions America, Inc.	Mthly Maint 6.30-7.30.2023 MV	1,714.84
18494	8/14/2023	9869	Unique Integrated Communications	Call Center Operations-July 2023	7,664.31
92865	7/27/2023	10084	A Public Fit	Alabaster reading	1,000.00
92866	7/27/2023	10229	Marion Siguenza	Facepaintingt EV July 15, 2023	285.00
92867	7/27/2023	10230	Adam London	4 July Shows for Summer Challenge 23	1,060.00
92868	7/27/2023	10900	Asian Journal Publications	June Ads	2,400.00
92869	7/27/2023	10991	Transmission, Inc.	Summer Challenge B Roll	2,900.00
92870	7/27/2023	11589	Greenspun Media Group, LLC	Summer Challenge Ads	3,211.00

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District Check/Voucher Register

General Fund - 100
From 07/22/2023 through 08/18/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
92871	7/27/2023	11801	Jeffrey Scott Trower	WC Drum Classes Spring 2023	450.00
92872	7/27/2023	11813	ASSA ABLOY Entrance Systems US Inc	Various: FY 24 Misc Door Repairs	609.90
92873	7/27/2023	11916	GB Auto Service, Inc.	#49: Replace Catalytic Converter	4,354.87
92874	7/27/2023	12222	Mary Wright	Tribute to Tina Turner at WH	350.00
92875	7/27/2023	12261	Chad Williams	4 Puppet Show Performances for SC 23	10,775.00
92876	7/27/2023	12299	James B Rose Jr	Vegas Golden Knights Library District Booth	700.00
92877	7/27/2023	12309	Charles Herring	Christmas in July Concert - July 2023	800.00
92879	7/27/2023	12326	Vegas Don Enterprises	Order PUR022676	1,000.00
92880	7/27/2023	12331	Shelby Valentine	Back to school school fair shaved ice truck	1,153.14
92881	7/27/2023	12333	In-House Production	Arbor System track reps	1,240.00
92885	7/27/2023	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
92886	7/27/2023	1462	Department of Employment Training & Rehabilitation	Order PUR022737	792.30
92887	7/27/2023	2159	AT&T SBC	Service 07.11.23-08.10.23	992.78
92888	7/27/2023	2175	NV Energy	SVC Summary 6/7/23	137,990.66
92889	7/27/2023	2494	Southwest Gas Corp.	SVC 6/14/23 - 7/13/23 CC	418.92
92890	7/27/2023	2772	Xerox Corporation	Xerox June	1,157.78
92891	7/27/2023	2838	Verizon Wireless	Service 06.15.23-07.14.23	20,535.33
92892	7/27/2023	2855	Friendly Ford	#54: windshield moulding	380.26
92895	7/27/2023	3383	Home Depot Credit Services	Operating & Small Equipment	3,392.43
92896	7/27/2023	4117	Television Monitoring Services, Inc.	Orders 6.22	150.00
92897	7/27/2023	5026	Nevada State Treasurer	Mandated Court Payment	2.00
92898	7/27/2023	5932	Nexus Holdings LLC	CC,SW,SM,WV,WH: Ann'l Fire Curtain	4,150.00
92899	7/27/2023	6817	Reliance Connects	MQL/MQLC: FY 24 - Alarm Monitoring	134.85
92900	7/27/2023	7865	Kevin Menegus	16 marionette shows Summer Challenge 2023	5,700.00
92901	7/27/2023	8148	North Las Vegas Library District	FY 2023 Fines Remitted	8,970.81
92902	7/27/2023	8731	UNUM Life Insurance Co. of America	August 2023	299.40
92903	7/27/2023	8736	Emcor Services Nevada	SW: Compressor #2 Leak Repair	5,222.00
92904	7/27/2023	9137	Ideco-NV, Inc.	SC: FY 24 - Fuel System Compliance Test	1,366.75
92905	7/27/2023	9937	AFLAC Premium Holding	July 2023 Group 12090	2,428.10
92906	7/27/2023	9945	Texas Life Insurance Company	July 2023	230.05
92907	7/27/2023	9966	The Sherwin-Williams Co.	SU - Painting n YPL	210.00
92908	7/28/2023	11558	Break a Leg Drama LLC	DOUBLE PAYMENT Refund	3,289.00
92909	8/4/2023	10217	T-Mobile	Fleet Locate 06/21/23 to 07/20/23	462.00
92910	8/4/2023	10229	Marion Siguenza	Facepainting services at Meadows on 7/29/23	190.00
92911	8/4/2023	10389	The Firm	FTB PR Services	4,625.00
92912	8/4/2023	10568	Katherine Wind	SC '23 July Contracted Services	1,000.00
92913	8/4/2023	10834	Brittany Mangelson	Transcribing Invoice 0723	322.00
92914	8/4/2023	10872	Radioactive Productions	Kurtis Blow B-Roll - West Las Vegas	6,150.00
92915	8/4/2023	10881	Cosco Fire Protection, Inc.	EV Fire Sprinkler Tests / Insps	116.00
92916	8/4/2023	10899	BioRhythms Publishing LLC	Six performances for Summer Challenge 2023	10,775.00
92917	8/4/2023	10900	Asian Journal Publications	July Ad - Asian Journal	800.00
92918	8/4/2023	11076	Quadiant, Inc.	Meter Rental 08.25.23 to 11.24.23	180.00
92919	8/4/2023	11589	Greenspun Media Group, LLC	FTB Ad - Las Vegas Weekly	3,211.00
92920	8/4/2023	11916	GB Auto Service, Inc.	#37 - LOF, Oil Filter and Tire Rotation	46.96
92921	8/4/2023	11956	Fat Brain Toys	Summer Challenge 2023 Prizes	109.90
92922	8/4/2023	11997	Ashley Manuela Vargas	Teen OpenMic Night at CC for Summer Challenge 2023	300.00
92923	8/4/2023	12043	Paul Pinion	SC '23 July Contracted Services	1,100.00
92924	8/4/2023	12059	Printed Solid Inc.	3E Filament	287.92
92925	8/4/2023	12101	Lauren A. Harvest	PARTIAL RE-ISSUE 7/28/2023 PAY	1,400.00
92926	8/4/2023	12137	Gina Parham	Two zine workshops for Summer Challenge 2023	600.00
92927	8/4/2023	12179	JaeAna Bernhardt	WC Summer Sound Bowls 2023	100.00
92928	8/4/2023	12248	John Lewitzke	Eight magic shows for Summer Challenge 2023	2,150.00
92929	8/4/2023	12254	Lucky Diaz	Six children's concerts for Summer Challenge 2023	10,500.00
92930	8/4/2023	12299	James B Rose Jr	Year in Review editing - July 2023	2,250.00
92931	8/4/2023	12337	Theodore C Tso	2023 VVCBF Artwork	500.00
92932	8/4/2023	12352	Honey-Lou Timonera	Refund on patron acct-son	46.96
92933	8/4/2023	1353	City Of Las Vegas	Stupak Lease 2022	12.00
92934	8/4/2023	1577	FedEx	July Shipping	181.65
92936	8/4/2023	1991	Lowe's Improvement	Operating Supplies	763.24
92937	8/4/2023	2097	Moapa Valley Telephone Co. Inc.	702-864-2438 7/26-8/25/23	301.10
92938	8/4/2023	2117	Multi-Cultural Books & Videos, Inc.	Multi-Cultural Books & Videos	7,255.83
92939	8/4/2023	2159	AT&T SBC	Service 07.25.23 to 08.24.23	366.86
92940	8/4/2023	2494	Southwest Gas Corp.	SVC 6/22/23 - 7/21/22 CH	1,369.92
92941	8/4/2023	2838	Verizon Wireless	6/21/23-7/20/23	1,461.11
92942	8/4/2023	2861	Jay D. Whipple	MV: May 2023 Monthly Pest Control	40.00
92946	8/4/2023	3383	Home Depot Credit Services	Operating Supplies	2,015.99
92947	8/4/2023	4117	Television Monitoring Services, Inc.	Orders 7.5.23	150.00
92948	8/4/2023	6817	Reliance Connects	Aug 2023 Internet	707.58
92949	8/4/2023	8564	McCandless Truck Center LLC	#24: Transmission Diagnostic	348.00
92950	8/4/2023	9518	New Dance Foundation for the Arts, Inc.	SM DID 23	1,500.00
92951	8/4/2023	9966	The Sherwin-Williams Co.	WC - Painting n Study Rms 106/107/109	169.06
92952	8/10/2023	10063	Kyle Khembunjong	SW Guitar Performance 08-08-23	1,000.00
92953	8/10/2023	10952	askART, Inc.	1 yr askART sub	5,000.00
92954	8/10/2023	11115	Carahsoft Technology Corporation	DocuSign Annual Renewal Thru 07/28/24	7,475.00
92955	8/10/2023	12354	Jane Elizabeth Batley	Refund Sierra fines	27.00
92956	8/10/2023	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
92957	8/10/2023	1474	Di Bella Flowers & Gifts	S. Yang-Peace	94.99
92958	8/10/2023	2494	Southwest Gas Corp.	SVC 06/28/23 - 07/27/23 WC	453.06
92960	8/10/2023	2837	Republic Services # 620	Recycle SVC 8/1/23 - 8/31/23 WM	7,002.13
92961	8/10/2023	3034	State of Nevada Legislative Counsel Bureau	NAC supplement 7/1/23-6/30/24	125.00
92962	8/10/2023	3307	Unique Management Services, Inc.	Placements-July 2023	6,743.25
92963	8/10/2023	5026	Nevada State Treasurer	Mandated Court Payment	2.00
92964	8/10/2023	8192	AT&T	Service August 2023	39.77
92965	8/17/2023	10389	The Firm	Free To Be PR	4,116.25
92966	8/17/2023	10742	The Dr Shirley Linzy Young Artists Orchestra of LV	WC Hip Hop Program 8.12.23	1,500.00
92967	8/17/2023	10872	Radioactive Productions	6-11-23 Shoot and post-production	2,250.00
92968	8/17/2023	10991	Transmission, Inc.	Free To Be Video	3,500.00

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

General Fund - 100
From 07/22/2023 through 08/18/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
92969	8/17/2023	11589	Greenspun Media Group, LLC	LWV Ad	3,211.00
92970	8/17/2023	11696	As We Knew It, LLC	Zook - LV Stories Lecture	500.00
92971	8/17/2023	11813	ASSA ABLOY Entrance Systems US Inc	EV: Entrance Door Sensor	2,828.37
92972	8/17/2023	11898	Biznet LLC	Business Classes 07.27.23 RB	600.00
92973	8/17/2023	11912	Mark Edward Ruben	SM Gardening 08.13.23	250.00
92974	8/17/2023	11916	GB Auto Service, Inc.	#64 - LOF/Oil filter/Tire Rotation	175.95
92975	8/17/2023	12103	Professional Sports Publications	2023 Las Vegas Raiders Game-Program	14,000.00
92976	8/17/2023	12152	Nevada Entertainment Svcs LLC	WC Summer Concert Series 08.13.23	597.18
92977	8/17/2023	12179	JaeAna Bernhardt	Crystal Bowls Aug 2023	300.00
92978	8/17/2023	12216	Les Olson Corp.	SC: Scanner/Printer Supplies	1,344.50
92979	8/17/2023	12279	Las Vegas Tap Fest	CC Hip Hop Program 8.11.23	1,750.00
92980	8/17/2023	12288	Robert J McArthur	Elvis Concert 08.09.23 WC	300.00
92981	8/17/2023	12306	Admit One Products Inc	Wristbands-SM 30th anniversary celebration	404.00
92982	8/17/2023	12310	Linhong Li	Li Lin Hong Chinese Music Ensemble Concert	800.00
92983	8/17/2023	12341	Tyler Samanmit	EV - 50th annv hip hop	150.00
92984	8/17/2023	12348	Trinise Crowder	EV - 50th annv hip hop	150.00
92985	8/17/2023	12353	Cristo Rey St. Viator Las Vegas Work Study Inc	Work Study Qtrly billing Aug-Oct 23	8,500.00
92986	8/17/2023	12363	NAACP Las Vegas	Ad - Souvenir Program Aug 2023	1,000.00
92987	8/17/2023	2494	Southwest Gas Corp.	SVC 7/11/23 - 8/8/23 EV	361.73
92988	8/17/2023	2772	Xerox Corporation	Unconnected Device Fee	10.00
92989	8/17/2023	4117	Television Monitoring Services, Inc.	KVVU Fox	500.00
92990	8/17/2023	4297	Priority Business Checks	A/P Checks	423.10
92991	8/17/2023	6817	Reliance Connects	MQL/MQLC: FY 24 - Alarm Monitoring	134.85
92992	8/17/2023	7740	Gaudin Ford	#47: A/C Repairs	567.92
92993	8/17/2023	8736	Emcor Services Nevada	CC: Chiller Repair	1,518.00
92994	8/17/2023	9426	Rapid Color, Inc.	Stickers	5,890.00
92995	8/17/2023	9677	Elm USA, Inc.	Service PRO-05996B - GS	228.51
92996	8/17/2023	9696	Truly Superb Painting, LLC	WC: Drywall & Tile Repair - Men's RR (Lobby)	490.00
92997	8/17/2023	9966	The Sherwin-Williams Co.	SC - Wall Repaint & or Patch	181.64
Total 100 - General Fund					2,421,048.71

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Grant Fund - 220
From 07/22/2023 through 08/18/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18389	7/31/2023	2853	Dick Blick	Bal Due Scratch Bds SM	1,744.77
18435	8/7/2023	2853	Dick Blick	Knitting needles	33.62
18472	8/14/2023	1455	Dell Marketing L.P.	CE Laptops from grant funds	12,588.00
Total 220 - Grant Fund					14,366.39

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Gift Fund - 230

From 07/22/2023 through 08/18/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18360	7/24/2023	8122	Staples Advantage Dept LA	Refill Ink DET	135.98
18490	8/14/2023	8122	Staples Advantage Dept LA	Colossal Poms - MV	53.20
92882	7/27/2023	12343	Ginikachukwu Obiefoka	Teen Tycoons	100.00
92883	7/27/2023	12344	Chukwunonso Obiefoka	Teen Tycoons	100.00
92884	7/27/2023	12345	Mario Rendon Calderon	Teen Tycoons	800.00
Total 230 - Gift Fund					1,189.18

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Capital Projects Fund - 510
From 07/22/2023 through 08/18/2023

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
18374	7/31/2023	10454	USI Insurance Services LLC	D&O Liab MQ	3,729.00
18378	7/31/2023	11062	Blue Planet Lighting, Inc.	Spots & Relay Modules	36,062.00
18417	8/7/2023	10686	NLS Grounds Management LLC	EN: Landscaping Refresh	18,029.00
18420	8/7/2023	11062	Blue Planet Lighting, Inc.	Order PUR022124	4,394.85
18471	8/14/2023	12054	Amazon Capital Services, Inc.	FAC: Operating Supplies	820.47
92946	8/4/2023	3383	Home Depot Credit Services	Operating Supplies	620.90
Total 510 - Capital Projects Fund					63,656.22
Total - All Funds					2,500,260.50



ITEM VII.A.3.b.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: John Vino, General Services Director

DATE: August 31, 2023

SUBJECT: General Services Report, August- September 2023

This report provides an overview of the primary accomplishments, initiatives, and District-Wide activities for the General Services Division for the two-month period of July and August 2023.

POWERFUL PLACES and POWERFUL PARTNERSHIPS

New West Las Vegas Library:

Architectural Services: The design team is progressing with construction documents which are scheduled to reach 50% completion on September 1st. An updated estimate will be completed by both KME and Core Construction at that time. Final utility drawings are completed and we will be applying for our civil permits by September 15th. Final Construction drawings are scheduled to be completed by November 1st and will be submitted to the Building Department for permitting.

The ground breaking is scheduled for December 11, 2023. General Services will be working with BAM on finalizing event planning and logistics.

Construction Manager at Risk (CMAR): CORE Construction continues to work closely with the design team for the West Las Vegas Library to advise on constructability and materials options as they progress through Construction Drawings and are continuously revising the cost estimate to ensure the project is staying within budget

Other Capital Improvement Projects

Spring Valley Library Refresh – Savi Construction has finalized its construction schedule. The district has received and is reviewing submittals. On-site construction should begin late September.

Enterprise Library Refresh – Awaiting 100% construction drawings, we anticipated bidding will take place in October with Construction starting in early 2024.

POWERFUL PLACES AND POWERFUL HURRICANES**Mt. Charleston Library - Hurricane Damage****“A true disaster’: Mount Charleston faces long road to recovery after Hilary”**

A debris pile fills the parking lot at Mount Charleston Library on Friday, Aug. 25, 2023, after remnants of Hurricane Hilary flooded Mt Charleston over the weekend. (Jeff Scheid/The Nevada Independent)

The Mt Charleston Library is currently closed after receiving heavy damage when tropical storm Hilary dropped 8 inches of rain on Lee and Kyle Canyons, the resulting raging rivers left rocks mud and organic debris throughout our building and property.

The District was able to gain access to the property on Tuesday morning, August 22nd. The bridge, our parking lot and grounds were covered in debris and inaccessible. General Services was able to hike in from the road and found that while mud and water had penetrated the building, luckily the back windows had not broken and the building itself was in reasonably good shape.

However, damage outside of the building was extensive, including damage to our parking lot, landscaping, roadways, HVAC system and propane tank. Our working estimate of damage at this time is slightly over one million dollars.

On Wednesday, we were able to meet with the Districts Insurance Carrier as well as a FEMA representative to tour the damage.

On Thursday we were able to get heavy equipment on site to begin the recovery. The parking lot was cleared for access and Belfor, a disaster remediation company, was also on-site to clear the building of the damaged carpet, and install fans and dehumidifiers.

Damage from Tropical Storm Hilary to Mt Charleston Library		
Action	Vendor	Estimated Cost
<u>Initial Clean-Up</u>		
Parking lot - for access	NLS	\$ 7,500.00
Mitigation of Library Interior	Belfor	\$ 20,000.00
<u>Professional Services</u>		
Engineering	Wood Rodgers	\$ 50,000.00
<u>Site Remediation and Repair</u>		
Demolition and replacement of Parking Lot		\$ 150,000.00
Rock Debris Removal - 9,037 yds @ \$65		\$ 587,405.00
Finish Grading		\$ 100,000.00
Road repairs to Ski Chalet and Aspen		\$ 30,000.00
Repairs to Bridge		\$ 5,000.00
Fencing and Landscaping repairs and Replacement		\$ 35,000.00
Propane Tank Repair		\$ 5,000.00
<u>Building Interior</u>		
Replace damaged wood base an panels		\$ 3,000.00
Carpet Replacement		\$ 15,000.00
		\$ 1,007,905.00

New carpet has been ordered, and we should have the building ready to reopen when conditions and roads allow.

The exterior of the building is in much worse shape, we estimate that approx. 65,000 square feet of our property is covered with debris to an average height of 4 feet - with some areas reaching as high as 12 feet.



Before

After

Due to this natural disaster, the flooding has covered the natural wash and stopped water from passing under our bridge. Heavy water is still flowing down the mountain and started flooding and causing additional damage to our building on Saturday. Emergency temporary berms were built to redirect the water around our building. Because the wash and bridge are compromised, the water is flowing on our roadway and continues to cause daily damage. Further, without water being able to flow under the bridge, the District was concerned that even a moderate amount of rain could cause flooding below us in Old Town and damage roads and services.

Based on the current level of damage, and the danger of additional damage, the District consulted with General Counsel and implemented emergency action, authorized by the NRS 338.011 and the District's Purchasing Policies to remediate these issues.

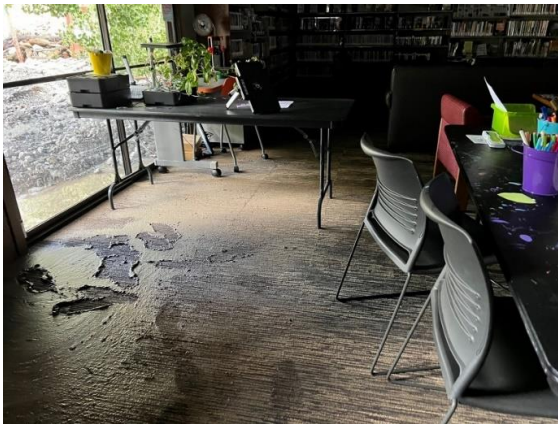
The District hired a contractor, NDX to begin the work of excavating as needed to reopen the bridge and wash. The engineering firm of Wood Rodgers has also been contracted to help perform the civil engineering that will be needed to restore the grounds of the library to pre-flood condition.

*District Bridge*

It is impossible to understand the full scope of work that will be required and what the final costs may be, all contractors will be working on a Time and Material basis, with daily sign-offs. This will be a Public Works Project, we will be requiring the vendors to pay prevailing wages. Once the immediate damage has been mitigated other repairs such as the replacement of the parking lot, landscaping etc. – will be bid through standard practices.

NRS 338.011 allows a public agency to ***Awarded to meet an emergency which results from a natural or artificially created disaster and which threatens the health, safety or welfare of***

the public. If the public body or its authorized representative determines that an emergency exists, a contract or contracts necessary to contend with the emergency may be let without complying with the requirements of this chapter. If such emergency action was taken by the authorized representative, the authorized representative shall report the contract or contracts to the public body at the next regularly scheduled meeting of the public body.



POWERFUL PLATFORMS

Branding Implementation Signage Bid Package:

General Services has completed the Branding installation at all branches. We are finalizing our punch list. We will be working with BAM as well as LO to add additional signage as needed to enhance the new branding initiative at selected branches. Additional signage will be added to Centennial Hills, the Windmill Services Center and East Las Vegas

Landscape Maintenance Service Agenda Item

An Agenda item for discussion and possible Board action regarding contract award for Landscape Maintenance Services will be brought forward at the September Board Meeting.

Contracts for Landscape Maintenance Services for the Centennial Hills, Clark County, East Las Vegas, Enterprise, Laughlin, Mesquite, Moapa Valley, Mt. Charleston, Rainbow, Sahara West, Spring Valley, Summerlin, Sunrise, West Charleston, West Las Vegas, Whitney, and Windmill libraries expire on September 30, 2023.

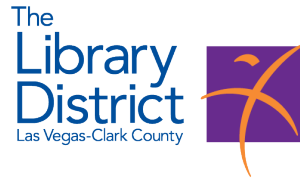
Eight proposals were received and are being evaluated by an Evaluation Committee.

Safety and Security Update:

General Services provided support to Programming and Venue Services to provide additional Security Guards for special events that occurred in July and August.

Safety Manager continues to conduct CPR/AED classes for any interested District staff members as well as Management of Aggressive Behavior (MOAB) training for all District PIC's.

General Services continues to supply COVID at-home test kits to all of our branches, for staff as well as patron use. Our original stock of tests has been depleted and a new batch of 4500 tests was picked up from SNHD on 8/30. We will continue to distribute tests as needed. General Services also has continued the application of enhanced cleaning procedures throughout the District.



ITEM VII.A.3.c.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Jeffrey Serpico, Human Resources

DATE: August 31, 2023

SUBJECT: Human Resources Activity Report, September 2023

This memorandum reports on the Human Resources Department's activities and project updates for the month of September 2023 and analytics compiled from the period of July 1, 2023 TO July 31, 2023.

Powerful People

HR Report Contents:

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

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

- **Develop and Maintain Competitive Total Rewards Program:**
 - Establish District Employee Recognition Committee to develop and implement a formal District Recognition Program
 - Identify committee members and schedule meetings - Complete
 - Identify program elements - Complete
 - Service Awards (Key Anniversaries)
 - Quarterly Recognition
 - Annual Most Valuable Player (MVP) Awards
 - Individual
 - Team/Committee/Task Force
 - Perform due diligence on program elements - In process
 - Budget
 - Resources / Materials
 - Process
 - Timeline
 - Develop and implement Multilingual Pay Program (CBA 2024)
 - Develop procedures - In process

- Develop and implement Employee Emergency Fund Program
 - Determine 3rd party administration feasibility - In process
- **Develop, enhance and maintain intra-organizational communication methods and frequency to enhance employee engagement (Maintain and Modify 2024):**

Channel \ Method	Delivery	Frequency	Primary Audience
Monthly Board of Trustees Meeting	Meeting / Electronic	Monthly	External / Internal
Town Hall	Meeting / Electronic	Biannual	Internal
Executive Director Round Table	Meeting	Quarterly	Internal
Labor Management Meeting	Meeting	Quarterly	Internal / External
Inter Divisional Meetings	Meeting	Biweekly	Internal
Intra Divisional Meetings	Meeting	Biweekly	Internal
Standing Committees	Meeting	Variable	Internal
Administrative Team	Meeting	Weekly	Internal
District Web Site	Meeting	Continuous	External
Voyager Intranet	Electronic	Continuous	Internal
District Email	Electronic	Ad hoc	Internal
Surveys	Electronic	Ad hoc	Internal \ External
Conferences	Electronic	Ad hoc	External

- **Develop and enhance organizational and individual development opportunities:**
 - Implement Library Operations Career Ladder/Map (Library Aide 1 to Director Library Operations)
 - Determine time-line, communication, and HRIS needs - In process
 - Leverage "Knowledge College" LMS to develop at least one (1) internal certification cluster
 - Complete first year of New Leader Onboarding Program (all current Leaders)
 - March 2023 to November 2023 - In-process (on target)
- **Evolve and champion a culture of Diversity, Equity, Inclusion, and Accessibility:**
 - Conduct District's first 3rd party DEIA Survey - Complete
 - Review survey results, update action plan and annual objectives to incorporate needs identified by the survey - In process
 - Continue to enhance internal DEIA knowledge and program initiatives through District supported education/certification - In process
- **Ensure quality outcomes by enhancing administrative effectiveness and efficiency:**
 - Conduct 3rd party (Koff and Associates) staffing analysis to ensure appropriate staffing levels and skill mix across the District
 - Implement new Applicant Tracking System (ATS)

2. Transactional Activity and Key Metrics:

- (a) Human Resources Dashboard 2023 - 2024
- (b) Diversity Dashboard (2023)

9/1/2023

LVCCLD HR DASHBOARD

FY2023-2024

LVCCLD FY 2023-2024 HUMAN RESOURCES DASHBOARD													Current FY		Previous	
Metric	Quarter 1 of FY 2023-2024			Quarter 2 of FY 2023-2024			Quarter 3 of FY 2023-2024			Quarter 4 of FY 2023-2024			FY Running Total (RT) TOTAL FY 2023-2024	FY Monthly Average FY 2023 - 2024	2022 - 2023 Monthly Average	2021 - 2022 Monthly Average
	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24				
A Total Employees (Headcount)	669												669	669.00	652.58	618.25
B Full-Time Employees 60 hours or more (Headcount)	356												356	356.00	345.33	323.75
C Part-Time Employees 59 hours or less (Headcount)	313												313	313.00	307.25	294.50
D Full-Time-Equivalent (FTE-District)	NA												0	#DIV/0!	NA	NA
E Average Years of Service (District)	10.1												10	10.10	10.04	10.8
Talent Acquisition & Management																
F Open Positions (Budget) = 821 (564.59 TOTAL BUDGET FTE 474.95 Filled - Begin Cycle)	152												152	152.00	125.42	159.75
G Positions Posted (Approved to Fill)	15												15	15.00	13.08	12.67
H Applications Received	3972												3972	3972.00	644.50	525.08
I Interviews Conducted	10												10	10.00	12.17	12.83
J New Hires	10												10	10.00	11.75	11.42
K Promotions	2												2	2.00	3.83	5.67
L Lateral Transfers	0												0	0.00	2.08	1.00
M Demotions	2												2	2.00	0.33	0.42
N Employees Successfully Completing Probationary Period	12												12	12.00	5.58	3.67
O (1) Average Cost Per New Hire	\$16,123												\$16,123	\$16,123	\$31,917	\$38,671
Separations & Turnover																
P Total Separations from Employment	11												11	11	10.00	9.50
Q Voluntary Separations	10												10	10	8.75	8.67
R Involuntary Separations	1												1	1	1.25	0.83
S Turnover (Entire District)	1.64%												1.64%	1.64%	1.54%	1.54%
T Turnover (Without Page Positions)	1.21%												1.21%	1.21%	1.06%	0.94%
U Annualized Twelve Month Turnover (Entire District)	19.73%												19.73%	19.73%	22.80%	18.72%
V FTE Vacancy Rate (Open FTEs) / (Total Filled FTEs + Open FTEs) (Budget 564.59 Total)	15.88%												15.88%	15.88%	16.12%	20.53%
W Average Years of Service (Voluntary Separations)	3.5												3.50	3.50	5.71	5.50
X Average Years of Service (Involuntary Separations)	0.1												0.10	0.10	1.09	3.50
Training & Talent Development																
Y Employee Attending New Hire Orientation	9												9	9	11.58	11.50
Z Total Employee Training Encounters	87												87	87	149.67	97.33
AA Virtual	42												42	42	33.42	49.75
BB Live On-Site	22												22	22	108.33	42.83
CC External Conferences	23												23	23	11.17	6.00
DD Total Training Cost	\$14,815												\$14,815	\$14,815	\$8,886	\$5,337
EE Total Tuition Reimbursements	\$1,157												\$1,157	\$1,157	\$3,707	\$1,417
FF Undergraduate	\$0												\$0	\$0	\$120	\$284
GG Graduate	\$0												\$0	\$0	\$3,222	\$1,132
GG2 Certification	\$1,157												\$1,157	\$1,157	NA	NA
HH (2) Annual Required Compliance Training Completion	100.00%												100.00%	100.00%		
Benefits & Wellness																
II Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	1												1	1	0.00	0.00
JJ Total Leave Hours Utilized	80.00												80.00	80.00	1.58	1.58

(1) 8% of Base Salary if less than \$35,000 & 10.0% of Base Salary if Greater than \$35,000 (Source SHRM 2020)

Instate = yellow

(2) January 24- Begin new compliance training cycle.

* Annual

Regular Board of Trustees Meeting- September 14, 2023 - Item VII.- Library Reports

NOTES:
1. Data is based on the 2011 U.S. Census Bureau data for Clark County.
2. Data is based on the 2011 U.S. Census Bureau data for Clark County.
3. Data is based on the 2011 U.S. Census Bureau data for Clark County.
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7. Data is based on the 2011 U.S. Census Bureau data for Clark County.
8. Data is based on the 2011 U.S. Census Bureau data for Clark County.
9. Data is based on the 2011 U.S. Census Bureau data for Clark County.
10. Data is based on the 2011 U.S. Census Bureau data for Clark County.

LVCCCD Diversity Dashboard 2023
(Quarter 1)

Quarter 1 2023 Data

** Race and Ethnicity Identification					
*** Clark County (CC)					
** Without Page					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
104 100%		661	100.00%	\$50	100.00%

104 100%

661

100.00%

\$50

100.00%

** Sex / Gender Identification					
*** Clark County (CC)					
** Without Page					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
Variance CC					
100.00%		661	100.00%	\$50	100.00%

Job Categories (EEO-4)								Total
Unlabeled or Labeled								
Unlabeled or Labeled								
Unlabeled or Labeled								
Unlabeled or Labeled								
Unlabeled or Labeled								
Unlabeled or Labeled								
Unlabeled or Labeled								
1	Officials and Administrators	8	54	23	1	13	0	99
2	Professionals	22	40	4	1	5	0	63
3	Technicians	2	16	1	2	0	0	26
4	Protective Service Workers	0	0	0	0	0	0	0
5	Paraprofessionals	18	56	4	1	15	0	97
6	Administrative Support Workers (Including Clerical and Sales)	60	164	13	4	24	3	335
7	Skilled Craft Workers	0	3	0	0	0	0	3
8	Service/Maintenance Workers	0	8	6	1	0	0	18
Total		130	341	66	10	76	4	661

Job Categories (EEO-4)								Job Class Count	Job Class %	Gender	Count	%
Unlabeled or Labeled												
Unlabeled or Labeled												
Unlabeled or Labeled												
Unlabeled or Labeled												
Unlabeled or Labeled												
Unlabeled or Labeled												
Unlabeled or Labeled												
1.0	Officials and Administrators	8	54	23	1	9	0	60	14.58%	Female	60	60.61%
2.1	Professionals	22	40	4	1	13	0	63	12.56%	Female	59	11.38%
2.2	Technicians	2	16	1	2	0	0	26	5.00%	Male	19	39.39%
2.3	Protective Service Workers	0	0	0	0	0	0	0	0.00%	Male	0	0.00%
3.0	Paraprofessionals	18	56	4	1	15	0	97	18.54%	Female	59	11.38%
3.1	Administrative Support Workers (Including Clerical and Sales)	60	164	13	4	24	3	335	50.62%	Female	26	26.92%
3.2	Skilled Craft Workers	0	3	0	0	0	0	3	0.00%	Male	21	60.75%
3.3	Service/Maintenance Workers	0	8	6	1	0	0	18	3.00%	Male	0	0.00%
4.0	Unlabeled or Labeled	0	0	0	0	0	0	0	0.00%	Male	0	0.00%
5.0	Unlabeled or Labeled	18	56	4	1	15	0	97	14.67%	Female	0	0.00%
5.1	Professionals	22	40	4	1	13	0	63	12.56%	Female	12	24.32%
5.2	Technicians	2	16	1	2	0	0	26	5.00%	Male	15	25.77%
5.3	Protective Service Workers	0	0	0	0	0	0	0	0.00%	Male	0	0.00%
6.0	Administrative Support Workers (Including Clerical and Sales)	60	164	13	4	24	3	335	50.62%	Female	0	0.00%
6.1	Skilled Craft Workers	0	3	0	0	0	0	3	0.00%	Female	242	72.44%
6.2	Service/Maintenance Workers	0	8	6	1	0	0	18	3.00%	Male	33	27.56%
7.0	Unlabeled or Labeled	0	0	0	0	0	0	0	0.00%	Male	0	0.00%
7.1	Skilled Craft Workers	0	3	0	0	0	0	3	0.00%	Female	0	0.00%
7.2	Service/Maintenance Workers	0	8	6	1	0	0	18	3.00%	Male	3	100.00%
8.0	Unlabeled or Labeled	0	0	0	0	0	0	0	0.00%	Male	0	0.00%
8.1	Service/Maintenance Workers	0	8	6	1	0	0	18	3.00%	Female	0	0.00%
8.2	Unlabeled or Labeled	0	0	0	0	0	0	0	0.00%	Male	18	100.00%
Total		130	341	66	10	76	4	661	100.00%	Male	0	0.00%



Branding & Marketing

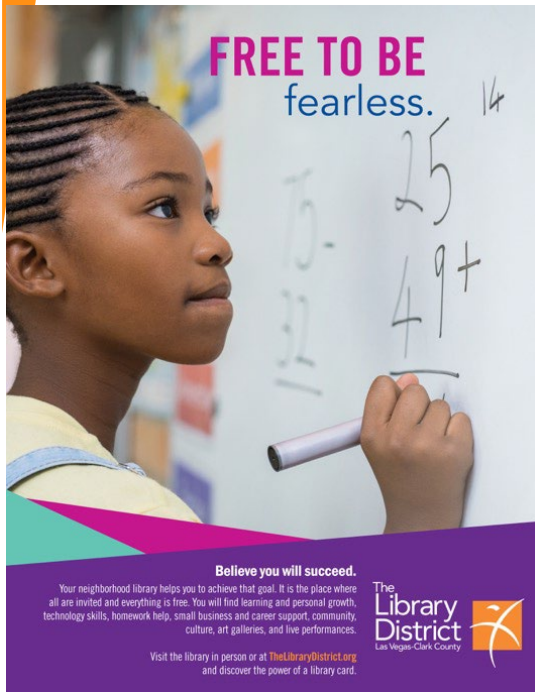
Playbook
Post-Game Report
July 2023

Betsy Ward
Director





Free To Be Public Education Campaign





Free To Be Public Education Campaign

"I didn't know the library did that!"

- Showcasing innovative programs
- Spotlighting access to technologies of the future





Free To Be Public Education Campaign

Internal & External Communication Materials

- Business Cards
- Employee ID Badges
- Email Signatures
- Voyager Templates
- Free To Be webpage
- And much more





Free To Be Public Education Campaign

Advertising

- Entire Free To Be ad series appeared in:
 - Desert Companion: June/July issue
 - Las Vegas Weekly: June 15 issue

Public Relations

- Exclusive article in June 8 issue of Las Vegas Weekly
- Media Coverage across multiple outlets
 - KTNV, Yahoo! Finance, Yahoo! Finanzas, AP, Market Watch
 - Upcoming: Vegas PBS, LVRJ en Español & City Cast LV Podcast



Ads ran in in both Las Vegas Weekly and Desert Companion & received media coverage locally & nationally



Free To Be Brand Book

Brand Book & Swag

- **Staff Swag:**
 - Faux Leather Folder
 - Tote Bag
 - Water Bottle
 - Brand Book, Lanyard, Enamel Pin, Pens, Notepads
 - (2) T-shirts: "Free To Be" & "Crew"





Free To Be Brand Book

Ways to Talk to Customers About the Campaign

- Use Language from the Brand Book
- Language Style Guide
- Mission, Vision & Values
- Tips on Photography, Displays, etc.
- Brand Guidelines:
 - Logo usage, brand colors, and fonts

OUR
MESSAGES

FREE
TO BE

MESSAGES



Free To Be Brand Book

Every Program is an Example of Our Free To Be Messaging:

The library is a place to find whatever you are searching for, and our talented staff are here to help you achieve it.



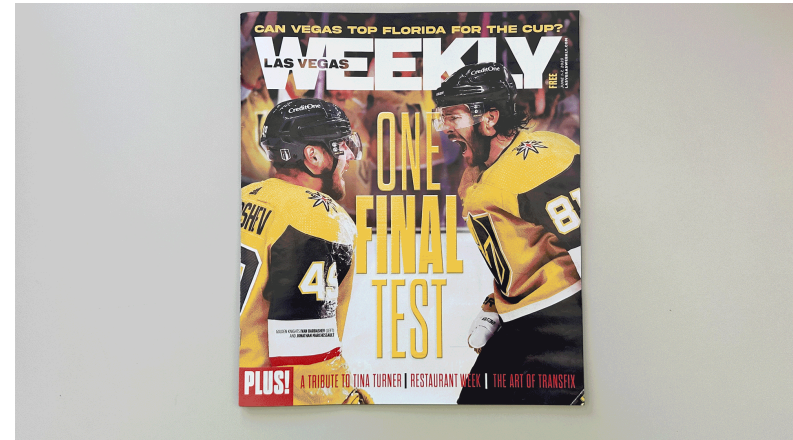


Summer Challenge Investment

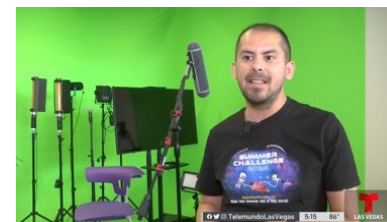


BAM worked closely with Community Engagement every step of the way:

- **We invested heavily in print advertising and media coverage**
 - Print, radio & Facebook ads
 - Media coverage
 - Actively promoted this year's Space theme & brilliant programs!
- **Library Highlights eNewsletter:**
 - Bi-monthly inclusion
 - Sent to 422,000+ cardholders
 - Three Summer Challenge eBlasts went out to this same list
- **A record 11,000 sign-ups by June, a 63% increase so far from last year!**



Ads ran in multiple publications and media coverage appeared across print and broadcast outlets.





Cutting-Edge Marketing Tools

VGK Partnership

- New Gold Library Card
- Co-branded T-shirts
- Outreach during Home Games at Toshiba Plaza
 - 496 sign-ups during the 2022-2023 season
 - 148% increase from last season!





Cutting-Edge Marketing Tools

Library License Plate

- Generate \$\$\$ for the Foundation
- Expected to Launch February 2024

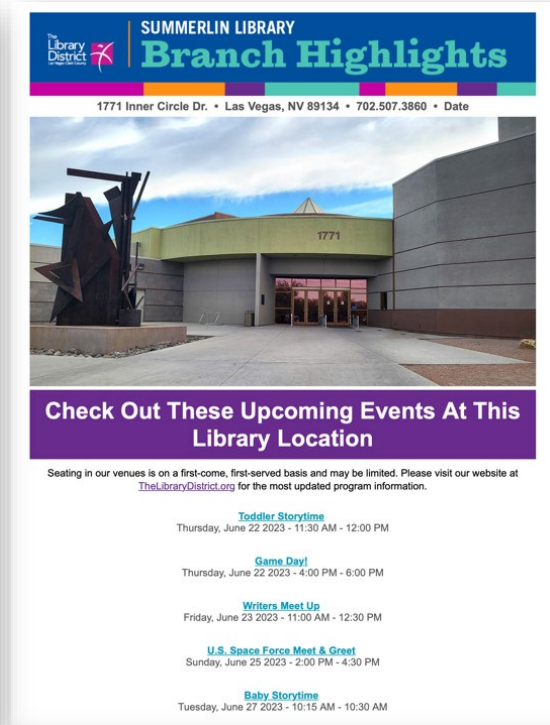




Cutting-Edge Marketing Tools



- **Cardholder & Non-Cardholder Outreach**
 - “Welcome” emails to new customers & “Don’t Miss This!” emails to lapsed cardholders.
 - Direct mail post cards to households in targeted zip codes
- **Bi-monthly newsletters**
 - District-wide to all cardholders
- **SmartyCat**
 - Gives branches individual eNewsletters, to reach cardholders in your own geographic areas





Library District Media Coverage





Thank you!



Community Engagement

Matt McNally
Director





Playbook 2026 CE Power Plays

Powerful People

The Library District Staff • Our Customers • Local, State, and U.S. Elected Officials • Sherry Walker • Emilee Wirshing • Gail Sorensen • Nevada Reading Week • Nancy Olsen • NERC • Literacy Students • Eyob Mergia • Hip Hop Committee • Carole Adams Hattar • Virginia Stanley • Indie Authors • Carmen Beals • Mario Basner • Kurtis Blow • Transition Services Inc. • Barbara Bell • Ricardo Martinez • Teen Tycoons • Las Vegas Black Pride Youth Showcase • Maj. USSF Margot C. Wolfersberger • Las Vegas Academy of the Arts • Jacquelyn Hayes • Robby Martin • Ariel Artists



Playbook 2026 CE Power Plays

Powerful Places

Art gallery receptions • Projectors, LED Lighting, Sound Console, AV Upgrades • Literacy Furniture • Peace Week • Buen Aire Para Todos Project • ACT Prep Classes • Heritage Month Programming • Employ NV Hubs • Chalk It Up Festival • Mystic Festival • Teen Empowerment Summit • Nevada Reading Week • Allegiant Stadium • ESL Testing, Orientation, and Classes • Get Lost in Nevada • Stuntmasters BMX • EmployNV Hub at Hope for Prisoners • Science is Everywhere; Las Vegas Science & Technology Festival • Gallery Counters • Health Fairs • Star Wars Day



Playbook 2026 CE Power Plays

Powerful Partnerships

Youth for Human Rights International • Visual AIDS • Three Square • Nevada Office for Suicide Prevention • Anti-Truancy Office • Nevada Hand • Opportunity Village • Dept. of Education • SNAEYC • NBA Summer League • The Shed Open Jam with Cox • AARP • Navy Federal Credit Union • The Children's Cabinet • UNLV • Prevent Child Abuse Nevada • SNRHA • Meow Wolf • Poetry Promise • Impact NV • City of Las Vegas • Make the Road Nevada • Workforce Connections • Springs Preserve • Advocate Health • Mexican Consulate • United Way of Southern Nevada • Nevada Partnership for Homeless Youth • Democracy Prep Academy • Neon Museum • Nevada Arts Council • United States Space Force • Cure for the Kids • Nevada Department of Business & Industry • College of Southern Nevada • Las Vegas Science Festival • RTC



Playbook 2026 CE Power Plays

Powerful Platforms

Youth and Adult Services Staff Summits • Winter Reading Challenge • NERC Public Accommodation Training • Beanstack • Mexican Consulate • After Action Reviews • Communico • Staff Budget Training • DEIA Committee • Digital Billing PAC Rental Contract, Website, and Policy Revisions • Library Card Sign-Up Events • Event Radios • Conferences – CES, APAP, Event Tech Live Las Vegas 2023 • Las Vegas Arts and Culture Summit • Arts and Economic Prosperity 6 Survey • Summer Challenge • Adult Education and Family Literacy Act Grant • The International School of Hospitality • Biblioboard Style Guide • KNPR, Telemundo, Fiesta 98.1, La Buena 101.9 Interviews • Employ NV Orientation Guide • SizeUp



Playbook 2026 CE Power Plays

FY 22-23 Goals

- ✓ **Goal #1: Advantage Opportunity Marketing**
Voyager Document • Submission Form • Staff/Legal Review
- ✓ **Goal #2: Virtual Programming**
Trainings 7/13, 11/29 • 42 Staff • Virtual Programming Presence
- ✓ **Goal #3: Facility Policy Review**
Meeting Rooms • Performing Arts Centers • Contracts • Agreements
- ✓ **Goal #4: Unique Programming & Partnership Opportunities**
Tie Initiative • Teen Empowerment Summit • Summer Challenge • Project Marilyn • Unknown



Playbook 2026 CE Power Plays

FY 23-24 Goals

Goal #1: Artist-in-Residency Program

Meow Wolf • Insurance Broker Review • Legal Counsel Review

Goal #2: Hospital Engagement Program

Sunrise Hospital • Books • Community Resources • Parental Needs

Goal #3: Revise Facility Use Policies

Meeting Rooms • Performing Arts Centers • Contracts • Agreements

Goal #4: Implement Communico Attend

Staff Training • Style Guide

The
Library
District
Las Vegas-Clark County



Thank you!

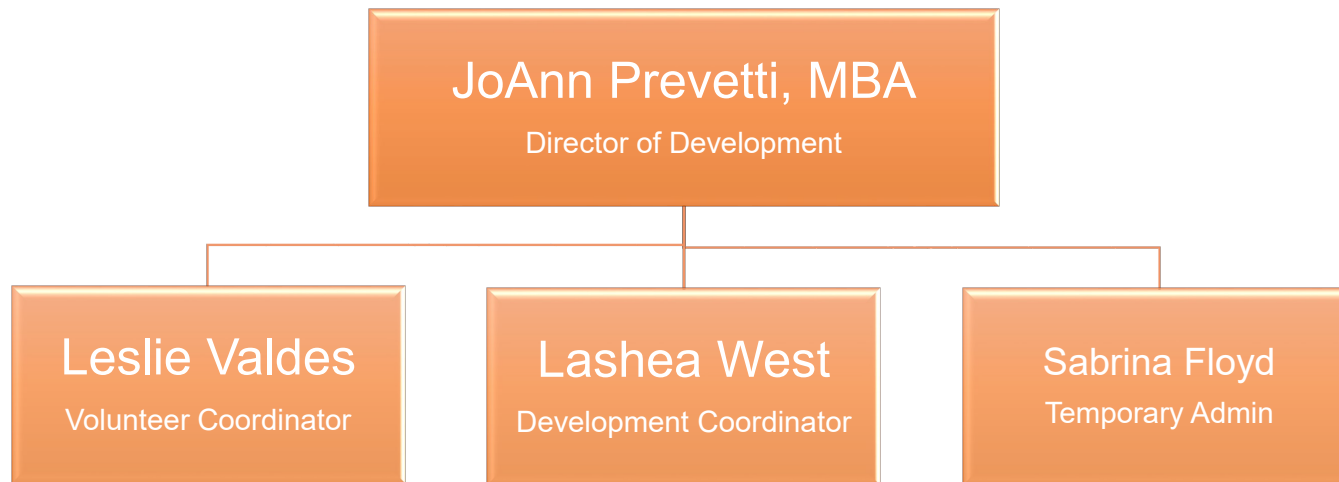


Development

JoAnn Prevetti, MBA
Director



Development Department Staff





What Does the Development Dept. Do?

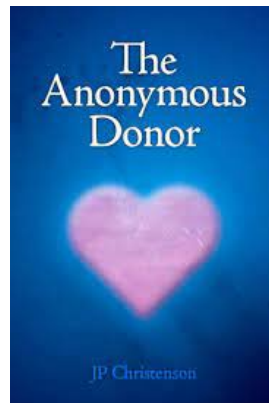


Create Partnerships

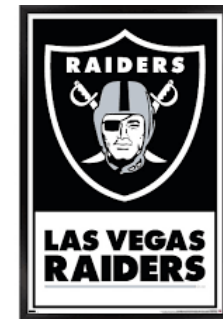
PALMS



AREA15



LAS VEGAS AVIATORS





FOUNDATION AWARDED	FOUNDATION PENDING	FOUNDATION DENIED		BOOKSTORE SALES		DISTRICT AWARDED	DISTRICT PENDING	DISTRICT DENIED
\$676,250	\$185,000	\$885,000		\$230,734.16		\$6,684,388	\$15,005,000	\$990,000



District Funding

	DISTRICT AWARDED GRANTS		DISTRICT	SUBMITTED Pending award notification	GRANTS	DISTRICT	DENIED GRANTS	
Dept of Education	Adult Education Programs	\$783,441	Congressman Horsford Appropriations	Capital Project – West Las Vegas Library	\$10,000,000	NEA	Musical Theater Songwriting Challenge for High School Students	\$160,000
Dept of Education	Adult Education Programs	\$61,303	Congresswoman Lee	Capital Project – Rainbow Library	\$5,000,000	Union Pacific	Cultural Arts Experience for writers	\$25,000
LSTA 2002	Anytime Library	\$75,000	Southern Stem Network Grant V	STEM Lab - Meadows	5,000	Infrastructure and Capacity Building NEH	Capital Projects	\$500,000
NSLA Collection	"The Library of Things"-such as carbon dioxide monitors, radon testing kits, cake, and baking pans, go pro cameras, webcams, onboard diagnostic units for car repairs, sound amplifiers, musical instruments, light projectors, and more.	\$139,774				Lyrasis	Expansion of library/museum cultural experiences	\$30,000
AEFLA	Adult Education and Family Literacy Act	\$1,400,000				LSTA	Library app for incarcerated persons	\$75,000
ECF	Hot-Spots/Wi-Fi	\$4,200,000				Agassi/Engelstad Foundation Big Idea	Mobile Steam Lab	\$200,000
National Medical Library	Health and Wellness Initiatives	\$24,900						
	TOTAL DISTRICT GRANTS AWARDED	\$6,684,388	TOTAL	PENDING GRANTS	\$15,005,000	TOTAL	DENIED	\$990,000

	FOUNDATION AWARDED GRANTS			FOUNDATION	SUBMITTED Pending award notification	GRANTS		FOUNDATION	DENIED GRANTS	
Best Buy	Refresh the Teen Tech Center. The tech center gives youth access to tech education, relationships that help to build confidence, and a foundation for school and career success.	\$10,000		Aviators	Support Youth Programs *\$2,500-\$5,000 TBD	\$5,000		Centene Corporation	SDoH funding for Mobile phones for people experiencing homelessness.	\$100,000
Boyd Gaming	Support Tutoring	\$3,500		Intermountain Healthcare	Mobile Phone Program – People experiencing homelessness	\$100,000		NV Energy	Tutoring	\$25,000
Cox Charities	Playaway Launchpads available for checkout	\$5,000		Mercado	Latino Community Marketing	\$20,000		Wynn Employee Foundation	Expansion of cultural experiences through museum ticket funding.	\$10,000
Cox Charities	STEAM Lab refresh for adults	\$25,000		Palms	Tutoring Funding	\$5,000		NV Women's Philanthropy	Mobil Library/Tech Community Van	\$500,000
Eagle Promotions	Support Library Programs	\$2,500		Chase Bank	Library Programming	\$50,000		United Way	Tutoring Funding	\$250,000
Engelstad Foundation	Nevada deals with a water shortage and finds many increasing job opportunities in the grow field are in hydroponics. While the library would only use lettuce and tomatoes it would teach the tech skills to folks who could leverage it for better jobs and support a growing NV industry.	\$80,000 (in kind)		Cox	Lego Lab	\$5,000		MGM	Tutoring Funding	\$80,000
Intermountain Healthcare	Blood Pressure Machines for checkout	\$35,000								
LV Review Journal	Philanthropy Marketing *In-Kind Project (\$12,500)	\$12,500								
Wells Fargo	Title Sponsor - Women & Money The Financial Empowerment Summit	\$20,000								
City of LV	Tutoring	\$400,000								
City of LV	To help support the arts programs, resources and activates as they come back from COVID losses.	\$31,000								
United Way	To help elevate community members in earning their High School Diplomas	\$25,000								
Anonymous Donor	Funding for creation of early learning kits	\$5,000								
David Simon Foundation	Funding for creation of early learning kits	\$3,500								
Nevada State Bank	Nevada State Bank	\$2,500k tutoring \$2,500k mobile phones								
David Simon Foundation	Additional funding for creation of early learning kits	\$3,500								
	Total Foundation Grants Awarded	\$676,250		Total Pending		\$185,000		Total Denied	Foundation	\$635,000



Potential Funder....





FY24 COMMUNITY PROJECT FUNDING REQUESTS

Community Project Funding (CPF) allows Congress to fund projects that make a difference in the lives of American families, especially as we work to rebuild and recover from the COVID-19 pandemic. For the Fiscal Year 2024 Appropriations cycle, each member of Congress can submit 15 Community Project Funding requests. Below, you will find information on how to submit a request for your project to be included in my office's submissions. **Submissions for FY2024 CPF requests are now closed.**

For more information, please refer to the [Appropriations Committee announcement](#) on FY2024 Appropriations Funding.

FY24 COMMUNITY PROJECT SUBMISSIONS

Requesting Entity: Las Vegas – Clark County Library District, 7060 West Windmill Lane, North Las Vegas, NV 89113

Project Name: Historic Westside Library Project

Requested Amount: \$10,000,000

Project Description: The existing West Las Vegas Library branch is an aging facility in need of new infrastructure. The library has needed repairs and expansion for some time. West Las Vegas Library is a place that supports a community that values family and education and aspires to be greater. The branch is a proud member of the Historic Westside and is dedicated to community service. A new West Las Vegas Library will be designed for families and education to thrive. This Library will serve a population in need of basic resources critical to health and well-being, education opportunities, career advancement, and financial independence.

Financial Disclosure and Federal Nexus: [Click here](#).

Requesting Entity: City of North Las Vegas, 2250 Las Vegas Blvd., Ste. 700, North Las Vegas, Nevada 89030

Project Name: Dolores Huerta Resource Center

Requested Amount: \$1,747,300

Project Description: The Dolores Huerta Resource Center aims to identify and overcome the barriers faced by the large Hispanic community in North Las Vegas through providing a one stop shop for much needed services. These include legal services, education, workforce development training, arts and culture, physical and mental health support, and technology training.

Financial Disclosure and Federal Nexus: [Click here](#).



New Programs – 24/7 Library @ Boulevard Mall



https://www.dropbox.com/s/lc5bdio5c3c19bz/Mobile%20Library_Final.mp4?dl=0



New Program – Little Learners



M:\Social Media Team\BranchSubmissions\Enterprise\Videos - Enterprise\Lil' Learners Activity Kits March.mov



Doctor Google





New Program - #GETCARDED for Health





New Program - #GetConnected at the Library

The front of the #GetConnected card. It features the Library District logo at the top, followed by the hashtag #GetConnected. Below this, it states that the card provides free access to the CoxWiFi Hotspot. The card also includes the user ID (xxxxxx@Cox.com), password (125689A@\$%), expiration date (6.30.2024), and assistance contact information (Call Cox Customer Service 725.222.7393). At the bottom, there is a barcode and the numbers 1 2 3 4 5 6.

The Library District
Las Vegas-Clark County

#GetConnected

This card provides **FREE** access to the CoxWiFi Hotspot

Esta tarjeta brinda acceso **GRATUITO** a la red CoxWiFi

User ID/Usuario
xxxxxx@Cox.com

Password/Contraseña
125689A@\$%

Expires/Expira
6.30.2024

Assistance/Ayuda
Call Cox Customer Service
725.222.7393

1 2 3 4 5 6

The back of the #GetConnected card. It features the title "HOW TO LOG INTO THE COXWIFI HOTSPOT:" followed by three numbered steps in English and Spanish. It also includes a disclaimer about age and device usage.

HOW TO LOG INTO THE COXWIFI HOTSPOT:

1. Enable WiFi on your device and choose CoxWifi Hotspot. The Library District is not responsible for uninterrupted Hotspot service.
2. Use your unique User ID and Password on the front of this card to log in.
3. Click "Sign In."

Must be at least 18 years old to check out a #GetConnected card.

You may only log into a total of three devices with these credentials.

1. Habilite WiFi en su dispositivo y elija CoxWifi Hotspot. El Distrito Bibliotecario no es responsable por servicio ininterrumpido del Hotspot.
2. Use su identificación de usuario y contraseña únicas que se encuentran en el frente de esta tarjeta para iniciar sesión.
3. Haga clic en "Iniciar sesión."

Debe tener al menos 18 años para prestar una tarjeta #GetConnected.

Solo puede iniciar sesión en un total de tres dispositivos con estas credenciales.



Continuation of funding.....



“We are proud to partner with the Las Vegas-Clark County Library District Foundation to provide pathways to employment and empowerment for Southern Nevadans,” **said Julian High, president and CEO of United Way of Southern Nevada.** “UWSN and our partners are dedicated to helping our community thrive through funding programs like Career Online High School.”



Continuation of funding....



HOMEWORK HELP & TUTORING PHOTOS @ SPRING VALLEY LIBRARY



LVCCLD TUTORING LOCATIONS OVERVIEW



9

TUTORING LOCATIONS



1,716

UNDUPLICATED STUDENTS



12,551

SITE VISITS

HOMEWORK HELP & TUTORING SITES FOR 2022-2023 (Visits)

- | | | |
|--------------------------|---------------------------|-------------------------|
| 1. Spring Valley (5,275) | 4. East Las Vegas (931) | 7. Enterprise (723) |
| 2. Windmill (1,445) | 5. Whitney (889) | 8. West Las Vegas (710) |
| 3. Rainbow (1,167) | 6. Centennial Hills (870) | 9. Sunrise (541) |



Success Through Collaboration





Do you have
any
Questions? 😊



Thank you!



Financial Services

2023-2024
Playbook



Floresto Cabias
Chief Financial Officer



Powerful People

The Financial Services (FS) Team

- **Floresto Cabias**, Chief Financial Officer, ext. 6165
- **Martha Ford**, Accounting Manager, ext. 6168
- **Louann Sammons**, Administrative Specialist, ext. 6172
- **Jill Myers**, Accounting Tech II, ext. 6167
- **Lynn Wing**, Accounting Tech I, ext. 6176
- **Albena Blagoeva**, Accounting Tech I, ext. 6170



Powerful Platforms

Implement a New Financial System

- **S:** Specific
- **M:** Measurable
- **A:** Attainable
- **R:** Realistic
- **T:** Timely
- Previous system goal was overly focused on budgeting



Powerful Partnerships

Reanimate Internal Control Reviews

- Resume visits to branches and departments
- Meet with department heads across the Library
- Gather and evaluate data from such discussions
- Develop recommendations for possible improvements
 - Recommendations will consider best practices and statutory requirements
 - Improvements include processes between FS and other departments



Thank you!



General Services

John Vino
Director

1

GENERAL SERVICES

Halftime Accomplishments

Powerful People

Once again, I will start with special thanks to all General Services staff, whose dedication and professionalism make these accomplishments possible.

They are the core of our commitment to customer service, as we work collaboratively across all departments in support of the **2026 PLAYBOOK** .

Las Vegas-Clark
LIBRARY
DISTRICT
LVCLD

TUESDAY
JULY 18
10 A.M. - 1 P.M.

SAVE THE DATE

POST-GAME
TOWN HALL
MEETING!

WINDMILL AUDITORIUM & LIVESTREAM BROADCAST



If you would like to attend in person,
please register at <http://voyager/training>.

Agenda attached.

The
Library
District
Las Vegas-Clark County



Purchasing and Administrative



Purchasing & Administrative Manager

Cherrie DeLaney

LIBRARY
DISTRICT

LVCCLib.org



General Services

Administrative Coordinator

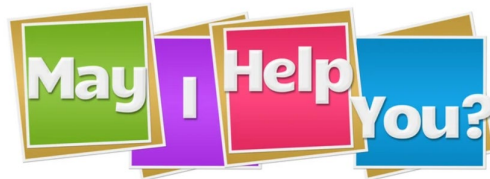
Diane Dewar

Lisa True

Scott Caron

Office Assistance II

Anna Macalino



Administration/Purchasing

Powerful Partnerships and Platforms

- Migrated all Public Bidding to the Nevada Government Marketplace
- Minority, disadvantaged, and emerging small businesses - continued to offer outreach and training initiatives as part of the Nevada Government Marketplace
 - We will have pre-bid outreach classes to help explain the Districts' bid process and to help with preparing the bid document
 - We will identify minority, disadvantaged businesses and work with them to become listed on the Nevada Government Marketplace
- Regional Business Development Advisory Council (RBDAC)
 - The mission is to increase the participation of small, minority, woman, veteran, and disadvantaged businesses within Clark County
- Nevada Public Purchasing Study Commission (NPPSC)
 - The objective is to review laws that relate to and impact local purchasing in Nevada

Powerful Places - In support of Branch and Program Initiatives

Collaborate with staff to provide innovative products for staff programs as well as equipment and furniture.

- Furniture Spring Valley Refresh, the Digital Memories Preservation Labs, Adult Learning Program
- Bid and administered various contracts such as for LA Carpet Replacement, WC Chiller Replacement, EN Chiller Replacement, SV Construction, and Branding Implantation Signage
- Purchased televisions for branch media expansion.
- Furniture/Upholstery refresh and various Branches
- Interior Design requirement for the new West Las Vegas Library
- Support for the Anytime Library and 24-hour Library deployment

Purchasing and Administrative

Current and Future Projects

Trainings

- Amazon Requests/Orders
- Asset Essentials

Paperless

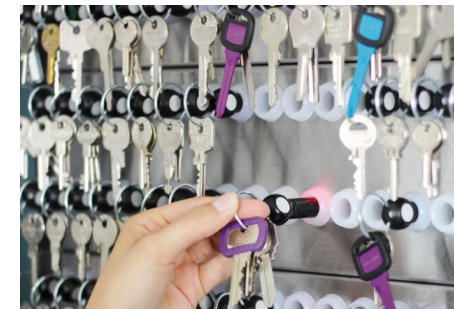
- Departmental (routing of quotes/invoices for approvals and processing)
- Financial Services invoices processing

Electronic Key System

- Tracking of keys and requests

Budget Request Revision

- Working with LO and IT
 - Standardization of furniture, supplies, etc.



Courier Services

Powerful People

Keith Williams and his dedicated Staff

Powerful Platforms

Anytime Library – Library at the
Sunrise Hospital

24-Hour Library at the Boulevard Mall

Powerful Partnerships

Supported District-wide initiatives:

- Foundation Book Sales
- Three Square food distribution



Safety and Security

A continued effort for staff to feel safe and secure.

Powerful Platform

- Develop and manage District safety policies, procedures, and practices to ensure compliance with OSHA, State and Federal laws and regulations.
- Manage the Districts security cameras and camera projects
- Currently 8 branches with cameras Total of 243 cameras
- Added new cameras at Spring Valley, West Charleston and Enterprise.





Powerful People and Partnerships

Establish a culture of safety by working with staff to empower them to take action when needed and provide the resources to achieve results.

- Staff training is available for CPR and AED certifications.
- MOAB training is underway for all PICs. presents principles, techniques, and skills for recognizing, reducing, and managing violent and aggressive behavior.
- Stop the Bleed (AMR Outreach)
- Lockdown/Active Shooter

Online

- Safety Data Sheets
- Fire Extinguisher
- Other required topics

Coming soon...

- See Something Say Something
- Self Defense Seminar

Fleet Services

Powerful Platforms and Sustainability

- New Fleet Vehicles.
- Completed expanding Electric Vehicle charging stations - completed at WM and CC, SM and CH are in process. Adding additional stations at Laughlin and Mesquite.
- Remodel of Outreach Box Truck
- Planning for a Mobile STEAM Lab (Tech Bus)
- Wrapping of other exiting trucks and vans



Facilities Services

2026 PLAYBOOK INITIATIVES/OBJECTIVES

Powerful Places and Partnerships

- Completed the New HVAC Central Plant, Laughlin New Flooring and Branding Implementation Signage.
- Worked in support of branch signature events such as Summerlin Fall Festival and Chalk Festival, and Comic Book Festival.
- Working with District staff, we supported the relocation and installation of the Anytime Library and the 24-hour Library.
- On-going Projects include – New HVAC central plant at EN, renovation at Spring Valley, and Enterprise Library.
- Future Refreshes include Whitney and West Charleston.



Construction Administration

The New West Las Vegas Library

Powerful Places

Powerful People

Powerful Partnerships

Powerful Platforms

- Completed the bidding and hiring of Core Construction to be the projects CMAR.
- Finalized the Design Development Design and moved on to Construction Documents and Permitting.
- Working on FF & E requirements.



Construction Administration

Powerful Places and Partnerships

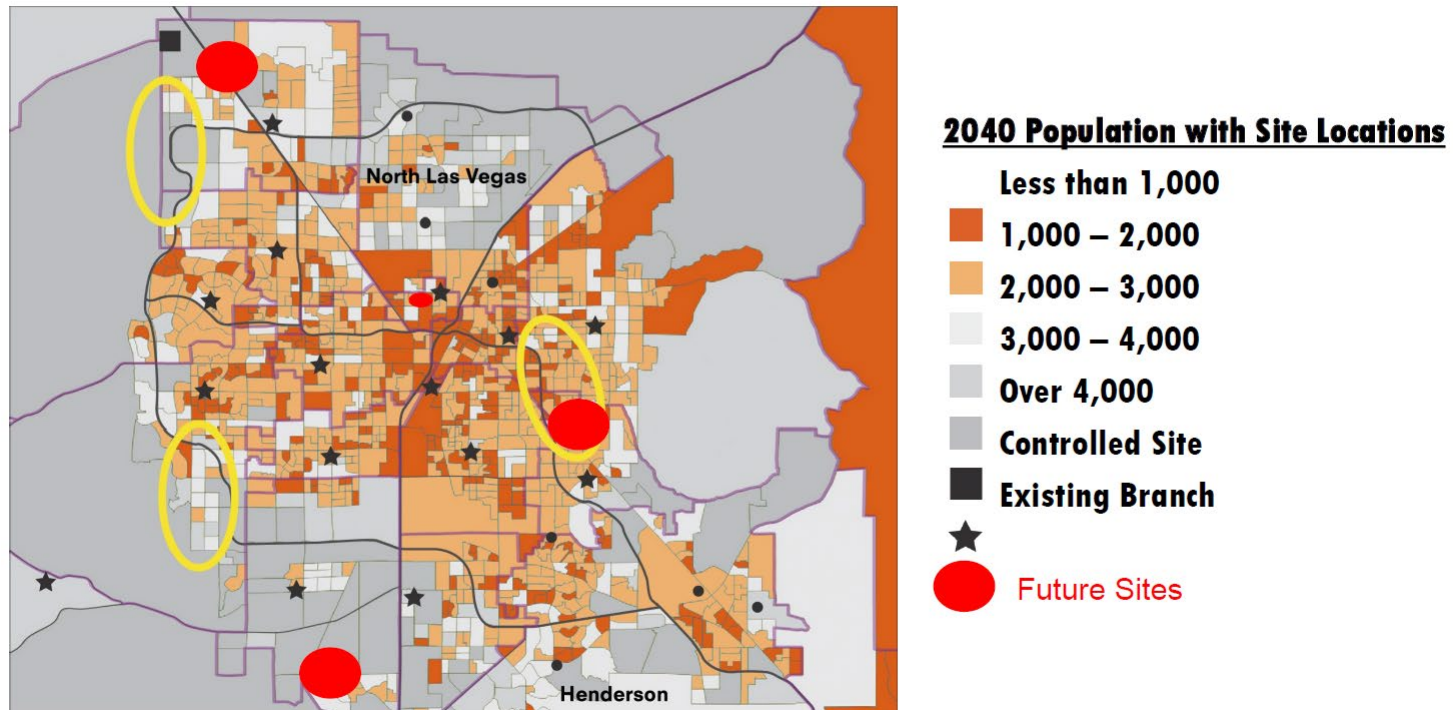
Future Development sites

- Northwest Regional Park – City Of Las Vegas
- Cactus Point Development Site - BLM
- Hollywood Development Site – BLM



Construction and Capital Administration

Southern Nevada 2040 Population



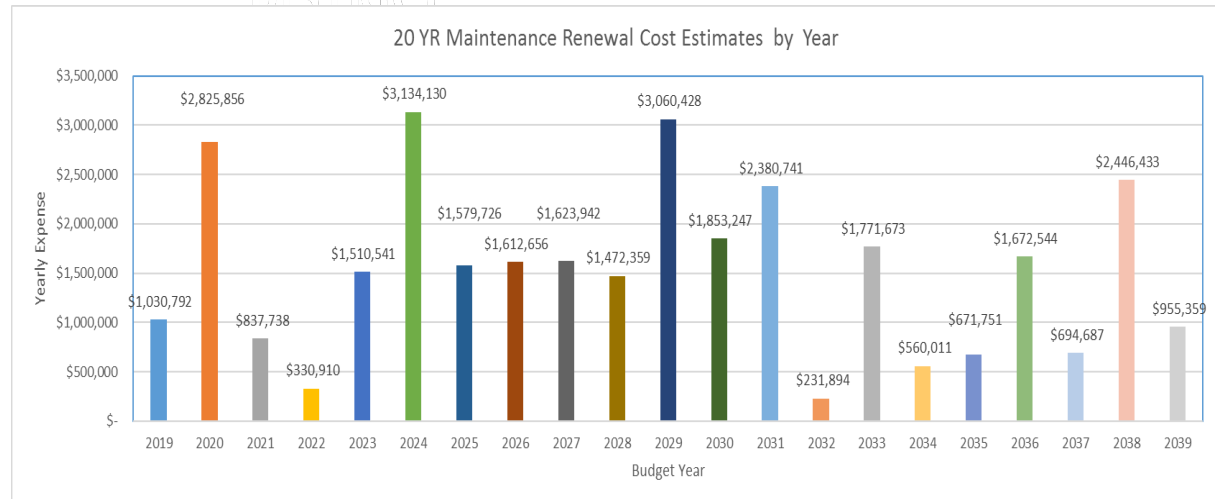
Construction and Capital Administration

20 YEAR MAINTENANCE RENEWAL PLAN

20 YR Maintenance Renewal Cost Estimates by Year	
Year	Estimated Costs
2019	\$ 1,030,792
2020	\$ 2,825,856
2021	\$ 837,738
2022	\$ 330,910
2023	\$ 1,510,541
2024	\$ 3,134,130
2025	\$ 1,579,726
2026	\$ 1,612,656
2027	\$ 1,623,942
2028	\$ 1,472,359
2029	\$ 3,060,428
2030	\$ 1,853,247
2031	\$ 2,380,741
2032	\$ 231,894
2033	\$ 1,771,673
2034	\$ 560,011
2035	\$ 671,751
2036	\$ 1,672,544
2037	\$ 694,687
2038	\$ 2,446,433
2039	\$ 955,359
Total	\$ 32,257,417

Las Vegas-Clark County
LIBRARY
DISTRICT

20 Year Renewal Plan by Year





Thank you!



Human Resources 2022 – 2023

**Playbook
Post-Game**

Jeffrey P. Serpico
Director





Human Resources (HR)

HR Programs and Key Activities

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

HR Mission

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



**Powerful
Partnerships**

How Does HR Support the District's Strategic Plan?

**Powerful
People**

**Powerful
Platforms**

**Powerful
Places**



2021 – 2026 Related HR Strategy and Goals

Related HR Strategy

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

Related HR Goals

1. Develop and maintain a competitive Total Rewards program
2. Develop, enhance and maintain intra-organizational communication methods and frequency to enhance employee engagement
3. Develop and enhance organizational and individual development opportunities
4. Evolve and champion a culture of Diversity, Equity, Inclusion and Accessibility (DEIA)
5. *Ensure quality outcomes by enhancing administrative effectiveness and efficiency



Goal 1: Develop and Maintain a competitive Total Rewards program

2022 - 2023

Implement direct and indirect compensation recommendations and develop a comprehensive compensation administration policy – **Touchdown**

Fiscal Year
Plays
(Objectives)

Amend the 457 Plan and the Vacation & Sick Plan to allow (electively) up to eighty (80) hours of Vacation and/or (80) hours Sick accruals to be deferred (pre-tax), cashed-out, or donated annually – **Touchdown**

Implement Employee Wellness Program (Phase 2) focusing on Financial Wellness – **Implemented and Ongoing (Touchdown)**

Develop a plan to revise our current Staff Day and Service Awards programs into an annual Employee Recognition Picnic for FY23 (Carryover) – **REVISED PRIORITY 2023.24 - In process with Recognition Committee**



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

2022 - 2023

Conduct quarterly Labor & Management communication meetings
Complete for 2022 and Scheduled for 2023 (New Contracts Complete)
Touchdown and Ongoing

Fiscal Year
Plays
(Objectives)

Conduct two (2) bi-annual Town Hall meetings with the Executive Director – Touchdown and Ongoing

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

Enhance Employee Benefits section on Voyager (Intranet) site – Touchdown – Ongoing (EAP)

Conduct quarterly new employee roundtable discussions with Executive Director – Touchdown - Ongoing



Goal 3: Develop and enhance organizational and individual development opportunities

2022 - 2023	Develop organizational learning model (Pyramid) – Touchdown Ongoing
	Implement New Leader Onboarding (NLO) classes – Touchdown Ongoing
Fiscal Year Plays (Objectives)	Integrate Customer Service training into new hire orientation - Touchdown
	Identify opportunities to collaborate with external partners to enhance Leadership Development resources (Carryover) – In process and ongoing (UNLV)
	Develop, document and communicate library operations career map (Page to Library Operations Director) – Implement with Library Aide 1 & 2 (Target Fall 2023)
	Implement Cornerstone Learning Management system (LMS) to replace BizLibrary – Touchdown and Ongoing (Knowledge College)



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

2022 - 2023

Conduct 3rd party DEIA survey – **Touchdown**

**Fiscal Year
Plays
(Objectives)**

Review, update and implement annual (FY)
DEIA plan objectives – **In process (awaiting survey results)**



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

2022 - 2023	Review 3 rd party initial candidate screening tools for 2023 - 2024 implementation – REVISED - 2024 - New Talent Acquisition system to replace Cadient
Fiscal Year Plays (Objectives)	Continue to revise Job Descriptions - Ongoing
	Review onboarding paperwork process for automation - Ongoing with new Talent Acquisition system.



HR Dashboard 2022-2023

Key HR Dashboard – FY Summary

LVCCLD			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					
A	Total Employees (Headcount)		651	645	638	644	647	650	661	658	651	655	662	669	NA	652.58	618.25	642.36	A
B	Full-Time Employees 60 hours or more (Headcount)		333	335	338	341	341	346	349	347	351	352	353	358	NA	345.33	323.75	309.64	B
C	Part -Time Employees 59 hours or less (Headcount)		318	310	300	303	306	304	312	311	300	303	309	311	NA	307.25	294.50	332.73	C
D	Full-Time-Equivalent (FTE-District)		NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	D
E	Average Years of Service (District)		10.1	10.0	10.0	10.0	10.0	10.0	10.1	10.1	10.0	10.0	10.1	10.1	NA	10.04	10.8	9.59	E
Talent Acquisition & Management																			
F	Open Positions (Budget) = 778		127	133	140	134	131	128	117	120	127	123	116	109	NA	125.42	159.75	136.00	F
G	Positions Posted (Approved to Fill)		14	14	12	15	19	12	12	6	20	8	9	16	NA	13.08	12.67	7.00	G
H	Applications Received		492	900	558	965	741	585	474	681	894	1213	1286	1345	10134	844.50	525.08	507.00	H
I	Interviews Conducted		11	13	17	10	18	5	13	8	15	15	11	10	146	12.17	12.83	5.55	I
J	New Hires		17	11	7	16	15	11	19	3	7	9	13	13	141	11.75	11.42	2.45	J
K	Promotions		7	2	4	6	2	4	3	4	1	4	4	5	46	3.83	5.67	3.73	K
L	Lateral Transfers		1	1	1	1	2	2	3	3	4	3	1	3	25	2.08	1.00	1.10	L
M	Demotions		1	1	0	0	0	1	0	0	0	0	1	0	4	0.33	0.42	0.55	M
N	Employees Successfully Completing Probationary Period		5	6	3	25	14	4	14	8	6	9	13	8	115	9.58	3.67	1.55	N
O	Cost of New Hires		\$36,603.42	\$36,157.23	\$32,749.80	\$51,408.47	\$32,129.26	\$27,369.59	\$49,544.75	\$11,451.87	\$17,517.24	\$20,354.00	\$20,194.79	\$47,528.92	\$383,009	\$31,917	\$38,671	\$10,336	O
Separations & Turnover																			
P	Total Separations from Employment		15	14	13	10	14	10	7	4	16	5	5	7	120	10.00	9.50	10.00	P
Q	Voluntary Separations		15	13	13	7	11	9	6	3	13	5	4	6	105	8.75	8.67	9.45	Q
R	Involuntary Separations		0	1	0	3	3	1	1	1	3	0	1	1	15	1.25	0.83	0.55	R
S	Turnover (Entire District)		2.30%	2.17%	2.04%	1.55%	2.16%	1.54%	1.06%	0.61%	2.46%	0.76%	0.76%	1.05%	18.47%	1.54%	1.54%	1.60%	S
T	Turnover (Without Page Positions)		1.53%	0.62%	1.40%	0.78%	1.60%	1.25%	0.76%	0.46%	2.17%	0.46%	0.76%	0.90%	12.69%	1.06%	0.94%	2.19%	T
U	Annualized Twelve Month Turnover (Entire District)		27.60%	26.85%	26.05%	24.20%	24.55%	23.53%	21.99%	20.15%	21.19%	19.99%	19.00%	18.47%	NA	22.80%	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%	15.04%	15.42%	16.32%	15.81%	14.91%	14.01%	NA	16.12%	20.53%	17.49%	V
W	Average Years of Service (Voluntary Separations)		3.1	3.0	6.9	3.6	4.2	5.5	7.5	6.9	6.8	7.8	9.5	3.7	NA	5.7	5.5	10.1	W
X	Average Years of Service (Involuntary Separations)		0	5.4	0.0	0.3	2.5	0.0	0.5	0.6	2.9	0.0	0.4	0.5	NA	1.1	3.5	3.4	X
Training & Talent Development																			
Y	Employee Attending New Hire Orientation		17	9	8	16	15	11	18	2	8	9	13	13	139	11.58	11.50	2.45	Y
Z	Total Employee Training Encounters		214	36	32	40	117	87	190	133	351	223	171	202	1796	149.67	97.33	92.73	Z
AA	Virtual		4	4	19	9	12	20	19	60	112	56	42	44	401	33.42	49.75	81.82	AA
BB	Live On-Site		199	18	10	25	92	60	154	63	227	157	161	134	1300	108.33	42.83	7.09	BB
CC	External Conferences		11	14	3	6	13	7	17	10	12	10	7	24	134	11.17	6.00	3.82	CC
DD	Total Training Cost		\$12,659	\$6,118	\$3,988	\$6,010.78	\$3,621	\$17,280	\$23,701	\$10,512	\$2,819	\$3,141	\$9,921	\$6,858	\$106,629	\$8,886	\$5,337	\$5,031	DD
EE	Total Tuition Reimbursements		\$0.00	\$952.00	\$0	\$0	\$0.00	\$16,178	\$12,000	\$4,400.00	\$584.00	\$2,625.00	\$6,322	\$1,422.00	\$44,483	\$3,707	\$1,417	\$3,193	EE
FF	Undergraduate		\$0.00	\$0.00	\$0.00	\$0	\$0.00	\$1,436	\$0	\$0.00	\$0.00	\$0.00	\$0	\$0.00	\$1,436	\$120	\$284	\$652	FF
GG	Graduate		\$0.00	\$952.00	\$0	\$0	\$0.00	\$13,569	\$12,000	\$4,400.00	\$0.00	\$0.00	\$6,322	\$1,422.00	\$38,665	\$3,222	\$1,132	\$2,541	GG
GG2	Certification		-	-	-	-	-	\$1,173	\$0	\$0.00	\$584.00	\$2,625.00	\$0	\$0.00	\$4,382	\$626	NA	NA	GG2
HH	(2) Annual Required Compliance Training Completion (New January)		90.8%	89.00%	93.50%	92.33%	92.62%	45.00%	89.76%	100.00%	100.00%	100.00%	100.00%	100.00%	NA	91.08%	95.28%	NA	HH
Benefits & Wellness																			
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks		0	0	1	3	4	2	3	1	3	0	1	1	NA	1.58	1.58	5.00	II
JJ	Total Leave Hours Utilized		0.00	0.00	80.00	240.00	320.00	160.00	240.00	80.00	118.00	0.00	38.00	80.00	1356.00	113.00	115.00	269.09	JJ
(1) 8% of Base Salary if less than \$35,000 & 10.5% of Base Salary if Greater than \$35,000 (Source SHRM 2020)																			
Restate = Yellow																			
(2) January 21 - Begin new compliance training cycle.																			
* Annual																			



Human Resources 2023 – 2024

**Playbook
Kick-Off**

Jeffrey P. Serpico
Director





Human Resources (HR)

HR Programs and Key Activities

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

HR Mission

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



Goal 1: Develop and Maintain a competitive Total Rewards program

- Establish District Employee Recognition Committee to develop and implement a formal District Recognition Program.
 - Monthly Service Awards (1) (Key Anniversaries)
 - Quarterly Recognition (2) (Celebrate Us!)
 - Annual Most Valuable Player(s) Award (MVP) (3)
 - Individual
 - Team, Group, Committee
- Develop and Implement for July 2024
 - Multilingual Pay Policy and Program
 - Employee Emergency Fund Program



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

Channel \ Method	Delivery	Frequency	Primary Audience
Monthly Board of Trustees Meeting	Meeting / Electronic	Monthly	External / Internal
Town Hall	Meeting / Electronic	Biannual	Internal
Executive Director Round Table	Meeting	Quarterly	Internal
Labor Management Meeting	Meeting	Quarterly	Internal / External
Inter Divisional Meetings	Meeting	Biweekly	Internal
Intra Divisional Meetings	Meeting	Biweekly	Internal
Standing Committees	Meeting	Variable	Internal
Administrative Team	Meeting	Weekly	Internal
District Web Site	Meeting	Continuous	External
Voyager Intranet	Electronic	Continuous	Internal
District Email	Electronic	Ad hoc	Internal
Surveys	Electronic	Ad hoc	Internal \ External
Conferences	Electronic	Ad hoc	External



Goal 3: Develop and enhance organizational and individual development opportunities

- Implement Library Operations Career Ladder (Map) - Library Aide 1 (Target Implement September 2023) to Director of Library Operations
- Leverage “Knowledge College” to develop at least one (1) internal certification cluster (Leader Development)
- Complete first year New Leader Onboarding program (all Leaders) and maintain as ongoing program (for new hires/promotions into Leadership roles)

**District Leadership
Educational Series (Internal
Offerings)**

New Leader Onboarding



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

- Conduct District's first 3rd party DEIA Survey **(Currently LIVE through July 30)**
- Review, update, and implement DEIA annual objective (Plays) to incorporate survey identified needs
- Continue to enhance internal DEIA knowledge and program initiatives through District supported education/certifications for DEIA Committee



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

- Conduct 3rd party (Koff) Staffing Analysis to ensure appropriate staffing levels and skill mix across the District
- Ongoing revision of Job Descriptions
- Implement new Applicant Tracking System (ATS) to replace Cadient (ATS)
 - Review onboarding workflows for automation and compliance assurance
 - Incorporate 3rd party external candidate selection and development solution to enhance first year retention and engagement



Key HR Reporting Tools – FY Summary

HR Dashboard

LVCCLD		FY 2022-2023 HUMAN RESOURCES DASHBOARD														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	
		Quarter 1 of FY 2022-2023			Quarter 2 of FY 2022-2023			Quarter 3 of FY 2022-2023			Quarter 4 of FY 2022-2023												
		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	661	658	651	655	662	669	NA	652.58	618.25	642.36	A					
B	Full-Time Employees 60 hours or more (Headcount)	333	335	338	341	341	346	349	347	351	352	353	358	NA	345.33	323.75	309.64	B					
C	Part-Time Employees 59 hours or less (Headcount)	318	310	300	303	306	304	312	311	300	303	309	311	NA	307.25	294.50	332.73	C					
D	Full-Time-Equivalent (FTE-District)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	D					
E	Average Years of Service (District)	10.1	10.0	10.0	10.0	10.0	10.0	10.1	10.1	10.0	10.0	10.1	10.1	NA	10.04	10.8	9.59	E					
Talent Acquisition & Management																							
F	Open Positions (Budget) = 778	127	133	140	134	131	128	117	120	127	123	116	109	NA	125.42	159.75	136.00	F					
G	Positions Posted (Approved to Fill)	14	14	12	15	19	12	12	6	20	8	9	16	NA	13.08	12.67	7.00	G					
H	Applications Received	492	900	558	965	741	585	474	681	894	1213	1286	1345	10134	844.50	525.08	507.00	H					
I	Interviews Conducted	11	13	17	10	18	5	13	8	15	15	11	10	146	12.17	12.83	5.55	I					
J	New Hires	17	11	7	16	15	11	19	3	7	9	13	13	141	11.75	11.42	2.45	J					
K	Promotions	7	2	4	6	2	4	3	4	1	4	4	5	46	3.83	5.67	3.73	K					
L	Lateral Transfers	1	1	1	1	2	2	3	3	4	3	1	3	25	2.08	1.00	1.10	L					
M	Demotions	1	1	0	0	0	1	0	0	0	0	1	0	4	0.33	0.42	0.55	M					
N	Employees Successfully Completing Probationary Period	5	6	3	25	14	4	14	8	6	9	13	8	115	9.58	3.67	1.55	N					
O	Cost of New Hires	\$36,603.42	\$36,157.23	\$32,749.80	\$51,408.47	\$32,129.26	\$27,369.59	\$49,544.75	\$11,451.87	\$17,517.34	\$20,354.00	\$20,194.79	\$47,528.92	\$383,009	\$31,917	\$38,671	\$10,336	O					
Separations & Turnover																							
P	Total Separations from Employment	15	14	13	10	14	10	7	4	16	5	5	7	120	10.00	9.50	10.00	P					
Q	Voluntary Separations	15	13	13	7	11	9	6	3	13	5	4	6	105	8.75	8.67	9.45	Q					
R	Involuntary Separations	0	1	0	3	3	1	1	1	3	0	1	1	15	1.25	0.83	0.55	R					
S	Turnover (Entire District)	2.30%	2.17%	2.04%	1.55%	2.56%	1.54%	1.06%	0.61%	2.46%	0.76%	0.76%	1.05%	18.47%	1.54%	1.54%	1.60%	S					
T	Turnover (Without Page Positions)	1.53%	0.62%	1.40%	0.78%	1.60%	1.25%	0.76%	0.46%	2.17%	0.46%	0.76%	0.90%	12.69%	1.06%	0.94%	2.19%	T					
U	Annualized Twelve Month Turnover (Entire District)	27.60%	26.85%	26.05%	24.20%	24.55%	23.53%	21.99%	20.15%	21.19%	19.99%	19.00%	18.47%	NA	22.80%	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%	15.04%	15.42%	16.32%	15.81%	14.91%	14.01%	NA	16.12%	20.53%	17.49%	V					
W	Average Years of Service (Voluntary Separations)	3.1	3.0	6.9	3.6	4.2	5.5	7.5	6.9	6.8	7.8	9.5	3.7	NA	5.7	5.5	10.1	W					
X	Average Years of Service (Involuntary Separations)	0	5.4	0.0	0.3	2.5	0.0	0.5	0.6	2.9	0.0	0.4	0.5	NA	1.1	3.5	3.4	X					
Training & Talent Development																							
Y	Employee Attending New Hire Orientation	17	9	8	16	15	11	18	2	8	9	13	13	139	11.58	11.50	2.45	Y					
Z	Total Employee Training Encounters	214	36	32	40	117	87	190	133	351	223	171	202	1796	149.67	97.33	92.73	Z					
AA	Virtual	4	4	19	9	12	20	19	60	112	56	42	44	401	33.42	49.75	81.82	AA					
BB	Live On-Site	199	18	10	25	92	60	154	63	227	157	161	134	1300	108.33	42.83	7.89	BB					
CC	External Conferences	11	14	3	6	13	7	17	10	12	10	7	24	134	11.17	6.00	3.82	CC					
DD	Total Training Cost	\$12,659	\$6,118	\$3,988	\$6,010.78	\$3,621	\$17,280	\$23,701	\$10,512	\$2,819	\$3,141	\$9,921	\$6,858	\$106,629	\$8,886	\$5,337	\$5,031	DD					
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GG2	Certification	-	-	-	-	-	\$1,173	\$0	\$0.00	\$584.00	\$2,625.00	\$0	\$0.00	\$4,382	\$626	NA	NA	GG2					
HH	(2) Annual Required Compliance Training Completion (New January)	90.8%	89.00%	93.50%	92.33%	92.62%	45.00%	89.76%	100.00%	100.00%	100.00%	100.00%	100.00%	NA	91.08%	95.28%	NA	HH					
Benefits & Wellness																							
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	0	0	1	3	4	2	3	1	3	0	1	1	NA	1.58	1.58	5.00	II					
JJ	Total Leave Hours Utilized	0.00	0.00	80.00	240.00	320.00	160.00	240.00	80.00	118.00	0.00	38.00	80.00	1356.00	113.00	115.00	269.09	JJ					
(1) 8% of Base Salary If less than \$35,000 & 10.5% of Base Salary If Greater than \$35,000 (Source SHRM 2020)																							
Rebate = Yellow																							
(2) January 21 - Begin new compliance training cycle																							
* Annual																							

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

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

* Annual

The
Library
District
Las Vegas-Clark County



Thank you!



Information Technology

POSTGAME/KICKOFF

A photograph showing a person's hands and face as they work on a server rack. The person is using a flashlight to illuminate the internal components of the server, which include fans and circuitry. The person is wearing a watch on their left wrist.

Albert Prendergast
Chief Information Officer



2026 PLAYBOOK PLAYS

POWERFUL PEOPLE

- Customer and staff training
 - Monthly Primary Source eNewsletter
 - Staff Training
 - AS – How to use Sierra and updating operational procedures
 - CBS – Collection development
 - DC – Collection maintenance/ Job Shadowing
 - ER – How to use online resources and device management
 - ILL – How to use ILL services
 - Respond to ASK account inquiries
 - Assist customers with using their devices to access online resources
 - 3D printing and zSpace training
 - Committee participation (Rebranding, Employee Recognition Program, etc.)
 - Conduct scheduled meetings with various groups (TAC, CC DH, & Circ DH)
 - Provide formal staff training (network security solutions, Microsoft 365, etc.)
 - Conference attendance (ALA, PLA, etc.)
 - Annual IT Security Compliance Training
 - All Hands On Tech & Digital Memories Preservation Lab and training
 - New Leader Onboard training
 - Mosyle training for iPads
- New ER Manager/ New ER Librarian position focus on staff training
- Migrating from Axis360 to Boundless



2026 PLAYBOOK PLAYS

POWERFUL PLACES

- A place for the entire family to engage with a variety of resources and programs
 - Collection assessment visits/ Weeding
 - Fresh content to Greater Clark County/Outlying branches & staff shop the DC
 - Construction of the new West Las Vegas Library
 - Added over 14,846 titles with 89,894 physical items, 56,982 e-books, and 33,625 hoopla items
 - Added 300 video games, additional 75 STEAM kits, and 30 Citizenship Study kits to branches
 - Added zSpace AR/VR systems (EN, EV, and SM)
 - Added iPad lending kiosks (CH, MQ, WC, WH, WM, and WV)
 - Added All Hands On Tech carts (CC, EN, MQ, WH, and WM plus a mobile cart)
 - Added Digital Memories Preservation Labs (EN, RB, and WC)
 - Expanded 3D printing model (10 branches)
 - Implemented more ADA services using JAWS/FUSION for the visually impaired at all branches
 - Added historical newspapers, including Washington Post, Wall Street Journal, Chicago Tribune, and LA Sentinel
- Adding Library of Things (health monitors)
- Adding SizeUp Small Business Advisor
- Adding iPad lending kiosks (4 branches)
- Adding All Hands On Tech (3 branches)
- Adding Digital Memories Preservation Labs (3 branches)
- Adding new 3D printing model (4 branches)
- Adding zSpace (2 branches)



2026 PLAYBOOK PLAYS

POWERFUL PARTNERSHIPS

- Highlights our work with other community organizations
 - Community Share (Axis 360) Program with CCSD
 - QuickStart cards for outreach events and attend Back to School events
 - North Las Vegas and Boulder City library districts share our OverDrive collection
 - CBS staff provides cataloging services for North Las Vegas and Boulder City
 - Reciprocal Lending Program with Henderson for OverDrive collection
 - RTC Partnership using Instant Digital Cards
 - Participation in Interlibrary Loan Program
 - Added 100 more Springs Preserve passes and 52 Nevada State Park passes
 - Implemented Neighborhood Collections for senior facilities (WV, MQ, EV-5 locations participating)
 - Regional Broadband Action Team/Digital Equity
 - Library services at the Clark County Detention Center
 - Distributed 2,000 Chromebooks and 1,700 iPads
 - AARP tax returns
 - Added Nevada Legal Kiosks (6 branches – EV, LA, MQ, SW, WC, WH)
 - Added 50 Steam Saturdays Family Passes for the Neon Museum
 - 24-Hour Library @ the Boulevard Mall and Anytime Library @ Sunrise Hospital
- Adding 50,000 CoxWiFi access accounts to the collection
- Adding ImpactNV air quality monitors at EV and CC Recorder's Office kiosk at MQ
- Adding Neon Museum passes and Natural History Museum passes



2026 PLAYBOOK PLAYS

POWERFUL PLATFORMS

- Technology and online resources for our customers
 - Upgrading of ILS and other systems
 - Purging and Sierra data cleanup activities
 - Replaced sorters for two branches (CH and RB) and security gates for Clark County
 - Replaced over 500 computers and laptops
 - Replaced end-of-life IT back-end systems
 - Completed Microsoft 365 migration for e-mail and SharePoint
 - Installed Adobe Acrobat on over 120 staff computers
 - Migrated Internet Domain and Rebranding (lvccld.org to thelibrarydistrict.org)
- Installing new people counters
- Implementing a new mobile app
- Replace sorters for three branches (SM, SU, WM)
- Replace end-of-life computers (350)
- Possible new Wi-Fi solution
- Possible implementation of Phase Two of the new self-checks project
- Possible expansion of our Cashless Pilot project
- Mobile STEAM Lab (Tech Bus)
- ePop-Up Library
- Library Media Box



Thank you!



Library Operations

Post-Game Report
July 18, 2023

Leo Segura
Director





Team LO

The **Library Operations Department** develops and delivers relevant, easy-to-use, and high-quality programs, services, and outreach and is committed to evaluating and improving services based on evidence-based outcome measurement and changing community needs.





Powerful People

Service and program delivery staff

- Branch Administration
- Adult Services,
- Youth Services,
- Customer Service, and
- Computer Centers.

In addition, Library Operations is responsible for providing services to inmates at the

- City of Las Vegas Misdemeanant Facility
- Clark County Detention Center
- North Valley Complex
- Call Center





LO Admin

Regional Managers

North Region: *Vacant*

CH, BK, MQ, MT, MV, RB, SM, WV

West Region: Dr. Roslyn Dean, MLIS, EdD.

WM, BD, EN, IS, MC, SW, SV, WC

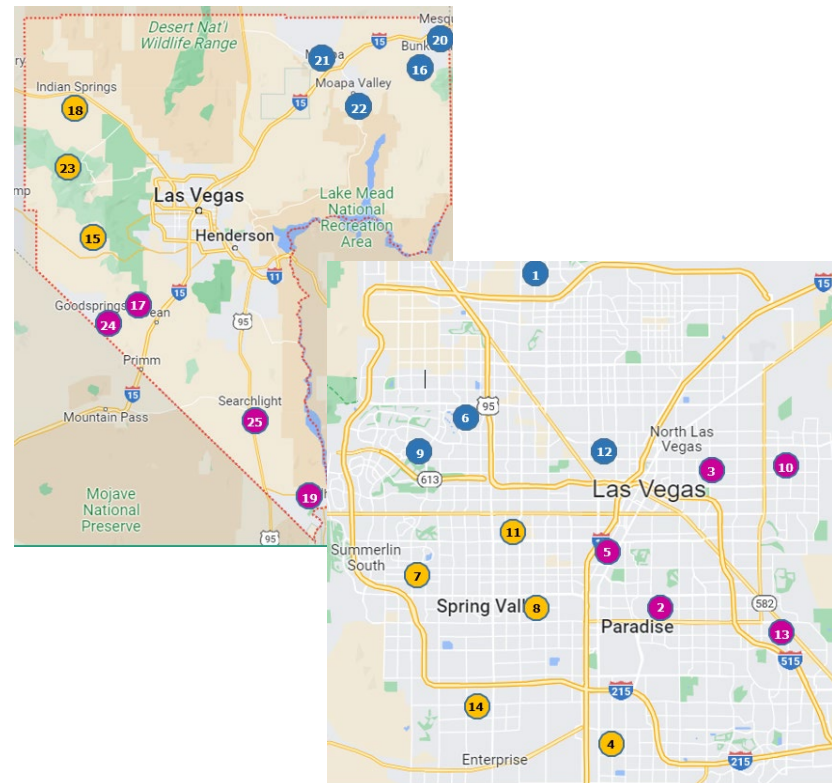
East Region: Kevin Maas, MLIS

CC, EV, GS, LA, ME, SA, SE, SU, WH

LO Support Manager

Ermal Reinhart

LO Trainer: *Vacant*





Powerful People Plays 2022-2023

- ✓ **Worked with HR on the reconciliation of positions and titles**
- ✓ **Completed 3rd annual Customer Appreciation Day & Survey**
- ✓ **Improved FT / PT Ratio - Associates and Computer Labs**
- ✓ **Provided background and research support to HR Director for CBA Negotiations**
- ✓ **Staff Guidelines: Emergency Closing Procedures**
- ✓ **Updated PIC Manual**



Powerful People Plays 2022-2023

- ✓ Continue to develop and implement New Leader Onboarding training
- ✓ Implement Person-in-Charge training
 - ✓ See Something Say Something
 - ✓ Interacting with law enforcement
 - ✓ MOAB
 - ✓ Kids Not For Sale
 - ✓ NPHY and Child Safety refresher
 - ✓ Homeless Outreach Team (Metro)
- ✓ Roll out communication expectations



Powerful People Plays 2023-2024

Ongoing Plays and Highlights

- Implement a comprehensive staffing analysis for POST COVID workforce
- Work with HR and AT to implement Interns
- Work with HR to adapt and implement Library Aide
- LO Trainer



Powerful Places Plays 2022-2023

Continue to develop and implement Library Signature Events and Festivals

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

Encourage programs with community impact

- ✓ Hydroponics

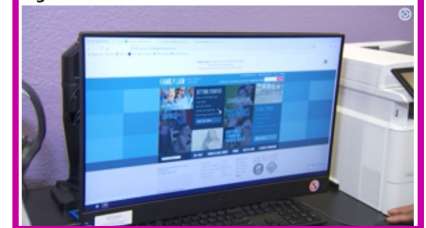
Implement Plays that

- ✓ Encourage staff to continue community-based and local interest programming
- ✓ Petting Zoo – All Hands on Tech
- ✓ Memory Labs
- ✓ Self Directed Learning
 - ✓ Kiosks
 - ✓ 3D Printing



Legal Kiosk

Kiosks at Nevada libraries provide free access to legal services



Powerful Places 2023-2024

Continue to Work with GS on the West Las Vegas Library Relocation

- Interiors
- Staff Analysis
- Staff Training
- Staff Implementation
- Transition Planning

Remodels:

- Spring Valley Library
- Enterprise Library
- Whitney

Investigate Maker Spaces for

- Centennial Hills Library
- Summerlin Library



Powerful Platform Plays 2022-2023

- ✓ Implemented additional STEAM and Technology working with IT/GS
 - ✓ All Hands on Tech
 - ✓ zSpace and VR/AR Training – WM, MQ +3
 - ✓ Customer-Driven 3D printing
 - ✓ Memory Lab,
 - ✓ JAWS/Accessibility
 - ✓ CE/LO Virtual Programming Teams
- ✓ Created teen-driven environments where teens feel confident to lead Project Based Learning
 - ✓ WC Teenzone
 - ✓ Support grants at the Best Buy Teen Tech Center
- ✓ Worked with CE on Opportunity Marketing



Powerful Platform Plays 2023-2024

New or Ongoing Plays and Highlights

- ✓ Implemented Teen Empowerment Summit – Whitney Library
- ✓ Adobe Pro is available to Directors, Managers, and others who may have requested it.
- ✓ Budget Magic & Revision of the LO Budget Review process.



Powerful Platforms 2023-2024

Goal: Library as a paperless organization and workplace. The benefits of being a paperless workplace include:

- **Reduced storage and paper-pushing costs**
- **Streamlined employee workflows**
- **Speed up approval processes**
- **More secure offices and privacy**
- **Support of Green initiatives**



Powerful Platform Plays 2023-2024

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

Work with Executive Director, General Services, Development Director and IT departments on future planning for West Las Vegas Library.

- **Carryover - continue Multi-year projects with General Services, Library Operations and Branch Staff who are working together to plan programming and space needs for a new branch and remodels of existing.**
- **Review staffing needs based on programming for new library**
- **Train staff on new models and types of service like our business center etc.**



Powerful Partners





Powerful Partner Plays



- ✓ **Detention Center contract renewed + \$412,000**
- ✓ **City Misdemeanant Jail contract renewed**
- ✓ **Contract Library Automation Agreements Updated**
- ✓ **Nevada Hand – Assisted living partners renewed**
- ✓ **Nothing Bundt Cake through Opportunity Marketing process is supporting Tales & Cocktails**



Continue to work with partners to provide services outside the library and support bringing programming in & out of Libraries

- ✓ **Vegas Golden Knights**
- ✓ **Continue to support the partnership with Hope for Prisoners**
- ✓ **Continue to develop the Southern Nevada Regional Housing Authority Partnership**
- ✓ **City of Las Vegas: Las Vegas Book Festival**
- ✓ **Further Mastering Mindsets Partnerships**



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

- **Branch Staff will continue to work with Development and Planning Director and Youth Services Manager to facilitate tutoring and homework help.**
 - **Example: WV implemented back-to-school and parent/teacher information fairs this year to promote Homework Help and library resources helping to improve usage noticeably.**
- **Branch Staff will work with Development and Planning Director and Youth Services Manager to implement Teen space programming to support STEAM Studios and programming to support youth skill development.**
 - **Example: Hydroponics Grant. This high-impact opportunity will support teen programming in science, mechanics, business, marketing, etc.**
 - **BBTTC**
 - **MQ Works STEAM Center**



Thank you!



ITEM IX.B.1.

AGENDA ITEM

SEPTEMBER 14, 2023 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # IX.B.1.:

Possible Board discussion and action regarding the Executive Director's performance evaluation for the period of July 1, 2022 through June 30, 2023.

Background:

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

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

Recommended Action:

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



ITEM IX.B.2.

AGENDA ITEM

SEPTEMBER 14, 2023 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # IX.B.2.:

Discussion and possible Board action to nominate and appoint a Las Vegas-Clark County Library District Board Trustee, as a Director for the Las Vegas-Clark County Library District Foundation Board of Directors.

Background:

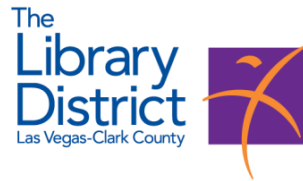
Pursuant to the Las Vegas-Clark County Library District Foundation Bylaws, Article 5; Section 3:

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.

Previously, the Las Vegas-Clark County Library District Board of Trustees had two appointed Las Vegas-Clark County Library District Foundation Directors, Kelly Benavidez and Kate Turner Whitely. Trustee Turner Whitely is no longer able to serve on the Foundation Board of Directors, necessitating this appointment.

Recommended Action:

Motion to nominate and appoint Trustee XXXXXXXX as an additional Las Vegas-Clark County Foundation Board Director.

**ITEM IX.B.3.****AGENDA ITEM****SEPTEMBER 14, 2023 MEETING OF THE BOARD OF TRUSTEES****Agenda Item # IX.B.3.:**

Discussion and possible Board action regarding contract award for Landscape Maintenance Services.

Background:

Contracts for Landscape Maintenance Services for the Centennial Hills, Clark County, East Las Vegas, Enterprise, Laughlin, Mesquite, Moapa Valley, Mt. Charleston, Rainbow, Sahara West, Spring Valley, Summerlin, Sunrise, West Charleston, West Las Vegas, Whitney, and Windmill libraries expire on September 30, 2023.

The Request for Bid Proposals (RFP) for Landscape Maintenance Services was advertised in the Review-Journal. Additionally, the RFP notice was posted on the District's website and faxed to all minority Chambers of Commerce and to firms registered on the Nevada Government eMarketplace (NGEM). A pre-bid conference was held on July 31, 2023 with the bid proposal opening on August 23, 2023.

A total of eight proposals were received. One proposal was deemed non-responsive and subsequently rejected. A committee comprised of the District's Chief Financial Officer, Library Operations Director, General Services Director, Facilities Manager and Purchasing Manager conducted a thorough evaluation of the responsive proposals. The process involved a scoring and ranking of each responsive proposal to establish a finalist. The evaluation criteria and weighted values included:

Weighted Evaluation Criteria	Possible Point
Experience, Reliability, Expertise,	30
Experience in performance of comparable services	20
Pricing Proposal	40
References	10
Total Point	100

Following are the proposal evaluation results:

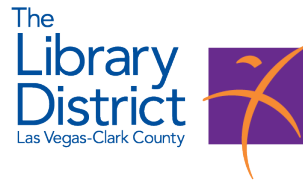
<u>Contractor</u>	<u>*Proposal Score/Rank</u>	<u>1st Year Cost</u>
Par3	874/1	\$232,713
NLS	824/2	\$262,248
Spring Landscaping	766/3	\$289,574
BrightView	748/4	\$346,585
Sunstate	468/5	\$253,765
SB Landscaping	458/6	\$247,560
Walker Landscaping	298/7	\$448,908
Treeline (Non-responsive)		

The responsive and responsible contractor that submitted the most comprehensive and advantageous bid proposal in terms of overall experience, references, billable rates, etc. is Par 3 Landscape Management.

The bid documents provide for an initial term of one year with the option to extend the contract for up to four additional one-year periods provided the contractor's performance remains satisfactory.

Recommended Action:

Motion to authorize staff to award a contract for Landscape Maintenance Services in accordance with RFP No. 24-01 to Par 3 Landscape Management for the amount of \$232,713; to authorize staff to extend the contract in subsequent years subject to funding being available and the contractor continuing to meet performance standards outlined in the bid documents; and to authorize staff to award the contract to the next lowest responsive and responsible bidder if contractor awarded the contract fails to execute the contract or successfully complete the 180 calendar day probationary period.

**ITEM IX.B.4.****AGENDA ITEM****SEPTEMBER 14, 2023 MEETING OF THE BOARD OF TRUSTEES****Agenda Item # IX.B.4.:**

Discussion and possible Board action regarding contract award for the purchase of One (1) Yamaha CFX Series Concert Grand Piano.

Background:

Funds are allocated in the capital projects fund to purchase a replacement Concert Grand Piano for use in District Theaters. The equipment is in need of replacing due to age and functionality deficiencies.

An Invitation to Bid was advertised in the Review-Journal, posted on the District's website, emailed to minority Chambers of Commerce, and posted on the Nevada Government eMarketplace (NGEM). The bid opening was held on September 6, 2023. A total of four bids were received. The bid results follow:

<u>Bidder</u>	<u>Total Bid Amount</u>
Classic Pianos NV, LLC dba Las Vegas Pianos	\$129,500
Family Music Center	\$136,197
REDI Facility Solutions	\$199,476
Crawley and Company	\$220,000

The lowest responsive and responsible bidder is Las Vegas Pianos.

The Disclosure of Ownership/Principals Form for Las Vegas Pianos is attached.

Recommended Action:

Motion to authorize staff to award a contract for the purchase of one (1) Yamaha CFX Series Concert Grand Piano in accordance with Bid No. 24-02 to Las Vegas Pianos for the amount of \$129,500.

ATTACHMENT B - DISCLOSURE OF OWNERSHIP/PRINCIPALS ITB NO. 24-02 CONCERT GRAND PIANO

Business Entity Type (Please Check one)						
Sole Proprietorship <input checked="" type="checkbox"/>	Partnership <input type="checkbox"/>	Limited Liability Company <input checked="" type="checkbox"/>	Corporation <input type="checkbox"/>	Trust <input type="checkbox"/>	Non-Profit Organization <input checked="" type="checkbox"/>	Other <input type="checkbox"/>
Business Designation Group (Please CHECK ALL that apply)						
MBE <input type="checkbox"/>	WBE <input type="checkbox"/>	PBE <input type="checkbox"/>	ESB <input type="checkbox"/>	SBE <input checked="" type="checkbox"/>	LBE <input 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 <u>Clark County</u> Nevada Residents Employed:			2			
Corporate/Business Entity Name:		Classic Pianos NV, LLC				
(Include d.b.a., if applicable)		Las Vegas Pianos				
Street Address:		6295 McLeod Drive #20				
City, State, and Zip Code:		Las Vegas, NV 89120		Contact Name:	Kathy Walke	
Telephone No:		702-452-2400		Title:	Institutional Solutions Director	
Fax No:		Cell 619-300-4779		Email:	kwalke@classicportland.com	
Nevada Local Street Address: (If different from above)				Website:	www.lasvegaspianos.com	
City, State and Zip Code:				Local Contact Name:	Randy Brown	
Local Telephone No:				Title:	General Manager	
Local Fax No:				Email:	rbrown@lasvegaspianos.com	

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)
Maurice Unis	Member	65
Brian Unis	Member	17.5
Aaron Unis	Member	8.75
Taylor Unis	Member	8.75

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.

KmWalke
Signature

Institutional Solutions Director
Title

Kathy Walke
Print Name

August 30, 2023
Date

ATTACHMENT B - DISCLOSURE OF RELATIONSHIPS
ITB NO. 24-02 CONCERT GRAND PIANO

BIDDER 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: KMW^{KMW} 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	Classic Pianos NV, LLC dba Las Vegas Pianos
Name of Bidder's Authorized Representative	Kathy Walke
Title of Bidder's Authorized Representative	Institutional Solutions Director
Signature of Bidder's Authorized Representative	<i>KMWalke</i>
Today's Date	August 30, 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: John Vino Date: 8/6/2023

Title: General Services Director