

ITEM III.

**PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
Board of Trustees' Meeting
May 23, 2024**

DATE: Thursday, May 23, 2024

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.

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.

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.

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

IV. Approval of Proposed Minutes (For possible action)

A. [Regular Board Meeting, April 11, 2024](#)

V. Chair’s Report

A. Trustees Report

VI. Library Reports

Possible Board discussion of one or more staff reports outlining library activities and highlighting selected administrative activities following the preceding Board meeting.

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

A. [Executive Director’s Report- Kelvin Watson](#)

1. Program and Delivery Services

a. [Library Operations and Security Reports and Monthly Statistics](#)

2. Program Support Services

a. [Branding and Marketing Report and Monthly Statistics](#)

b. [Community Engagement Report and Monthly Statistics](#)

c. [Development and Planning Report](#)

d. [Information Technology Report](#)

3. Administrative Support Services

a. [Financial Services Report](#)

b. [General Services Report](#)

c. [Human Resources Report](#)

VII. Unfinished Business- None

VIII. New Business

A. Consent Agenda

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

B. Regular Agenda

1. [Public Hearing on the Las Vegas-Clark County Library District Tentative Budget for Fiscal Year 2024-2025.](#)
2. [Discussion and possible Board action to adopt the Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2024-2025.](#)
3. [Discussion and possible Board action regarding contract award for Whitney Library Refresh.](#)

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

X. Announcements

The June Board meeting will be held on Thursday, June 13, 2024, at 5:00pm. Location: Centennial Hills Library, 6711 N Buffalo Dr, Las Vegas, Nevada 89131.

The July Board meeting will be held on Thursday, July 11, 2024, at 5:00pm. Location: Rainbow Library, 3150 N Buffalo Dr, Las Vegas, Nevada 89128.

No August Board of Trustees meeting. Enjoy your summer!

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.

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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, May 17, 2024, 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 W. 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://www.youtube.com/watch?v=WkUaiOOxpHQ> or
Visit the Library District’s YouTube channel:
[Youtube.com/TheLibraryDistrict](https://www.youtube.com/TheLibraryDistrict)

ITEM IV.D.

**PROPOSED MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
April 11, 2024**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Mesquite Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, April 11, 2024.

Present:

Board:	N. Waugh, Chair	K. Whiteley
	B. Rogers	F. Ortiz
	K. Dutkowski	E. Foyt
	C. Shelton	K. Benavidez
	J. Jiron	E. Sanchez
Counsel:	G. Welt	
Absent:	None	
Staff:	Kelvin Watson, Executive Director	
	Numerous Staff	
Guests:	None	

The meeting began at 5:00 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 Whiteley made a Motion to accept the proposed agenda. Trustee Sanchez second the Motion.

There was no opposition and the Motion carried.

Approval of Proposed Minutes of the Finance and Audit Committee Meeting on February 12, 2024; Trustee Sanchez mentioned that that the March 14 meeting minutes listed Trustee Whitley as present and she was absent. Trustee Whiteley confirmed she was absent.

Special Board Meeting on February 28, 2024; Naming Committee Meeting on March 14, 2024; and Regular Board Meeting on March 14, Trustee Dutkowski made a Motion to approve the Minutes of the Finance and Audit Committee Meeting on February 12, 2024; Special Board Meeting on February 28, 2024; Naming Committee Meeting on March 14, 2024; and Regular Board Meeting on March 14, 2024 with correction. Trustee Jiron second the motion.

There was no opposition and the Motion carried.

**2024.
(Item IV.A.)**

**Chair's Report
(Item V.)**

Chair Waugh stated that a big reason for the Board meeting being at Mesquite Library was to honor Trustee Sandra Ramaker. He acknowledged her husband, Doug Ramaker. He also acknowledged Mayor Littman and Councilman Boger for being present. Chair Waugh opened the floor for the members of the Board of Trustees to share words about Trustee Ramaker.

Trustee Dutkowski:

Well, I called her Sandy. Most of you called her Sandra, but I called her Sandy, and she was a good friend of mine. Besides being a very good Councilwoman for the city, she loved Mesquite. She loved people. She was always happy to meet people and do things for the city. And she was just an awesome person and I miss her terribly.

Trustee Foyt:

I knew Sandra through her service on the Board. She would fight the traffic and get to our meetings no matter where we were in the valley. And sometimes since we, Las Vegas in particular, seems to be the land of orange cones these days, it was quite a challenge, but she persevered and she was a great presence, very steady voice on the Board and as Karen has said, she'll be missed and is missed. Thank you.

Trustee Jiron:

I worked with Sandra for just a short time on the Board. During our time together, when I came onto the Board, she was just very welcoming, very positive. She came to every meeting, no matter how far away it was and just always had, you know, words of support and help for me as a newcomer on the Board at the time. I just have wonderful, positive feelings towards her and we definitely miss her on the Board.

Trustee Ortiz:

Mayor, and to the family, Trustee Sandra really understood libraries. She believed in her community. She really did a lot -- after she took over for Randy Ence, she really helped Mesquite and promote Mesquite, and did a lot just overall. She was a thinker, made sound decisions and I'm very proud to have been on the Board of Trustees with her at that time. And you know, life calls, God calls. She'll surely be missed. I know she's missed by the family, but we miss her too and miss her sound advice. Thank you very much. Thank you for being here with us.

Trustee Sanchez:

I'm new to the Board and so I didn't get to work with Sandra, but I've heard amazing things about how she was a fighter for Mesquite and how she was always willing to help, as long as she was helping her community. I talked to County Commissioner Marilyn Kirkpatrick, and she told me what an amazing woman she was and how she helped develop this area and was a big part of this Board. So I just wanted to offer my condolences and thank you for coming and I'm very, very happy to be here to recognize her because she is an amazing person. Thank you.

Trustee Whiteley:

I think Trustee Jiron said it really well; we joined the Board at around the same time. And what I love the most about working alongside Sandra was her willingness to reach out and ensure that people felt welcome, that she was willing to share her experience and her knowledge in a way that made us all stronger and make us all better. I think it's rare that a person takes those extra steps and that extra time to reach out with the only desire being to make the Board a stronger unit and better functioning. I'm sad that I'm not there tonight. I drive through and stop in Mesquite often and was looking forward to doing a Mesquite meeting when Sandra was still a part of our Board, so I'm sad that I'm not there tonight as you guys celebrate in her honor, but she was a special lady and I'm thankful for the time that I got to spend in her orbit.

Trustee Benavidez:

Oh, my God. What can I say about Sandy? She was such a great lady. Just a sweet demeanor, but she knew what she was talking about and she always did her homework and I love that about her. I love that she loved Mesquite and always talked very highly about it. I always got to talk to her when my son would play in Mesquite, and I'd be all excited to let her know that I was in her hometown, in her backyard and she was excited to hear my stories about my thoughts on Mesquite. And so I'd like to thank her family for sharing her with us and truly she'll be missed.

Trustee Rogers:

Yes, I would say similar to what my fellow Trustees said who are newest to the Board. I met Sandy through the Board and she personally reached out to me to welcome me and to answer any questions I may have had, you know, and I just remember, she was always committed to doing whatever it took, serving in whatever capacity to make the library system successful. And I know she was deeply dedicated, as evidenced through her always driving to our locations in Las Vegas from Mesquite and I will certainly miss her. And I also

thank the family for loaning her -- lending her to us, you know, to serving as a Trustee in the Library.

[Chair Waugh, Trustees, and Director Watson presented a plaque to Mr. Ramaker.]

Director Watson:

So I just wanted to say, you know, I talked to Trustee Ramaker before every Board meeting. She certainly helped me become acclimated to Mesquite. I think I was probably here four times in the first three months of my tenure, a lot, and presented to the City Council. And so I certainly miss her because again, I spoke with her often, probably every other week for a while. And yeah, so I also wanted to -- for her service to the Board give you Las Vegas-Clark County Library District coin on behalf of the Library District and the Library staff.

Mayor Littman:

Sandra was my appointment. I pick the best and I picked Sandra and I knew she'd do an excellent job. I knew Trustee Ence for many, many years, of course and when the new library came in and knew that Trustee Ence was going to retire from it, you know, I got a challenge ahead of me now because this is -- it's an important position; people don't realize that. I said, you know -- and it's mostly in Las Vegas and other places and it's difficult sometimes when you live in Mesquite to do this. You just can't hop in the car and say I'll be there right away because with the traffic it doesn't work that way. And Sandra was always ready to go; any problem, no problem. I'm on the way. And again she did a fabulous job. Not much else I can say about it. I miss her terribly. I sat next to her on the City Council for a long-time. She did a fabulous job there. My next appointment, I think will do a fabulous job with you, and I know she does. Trustee Dutkowski. As I said, I think I know how to pick him. I do a good job. I pride myself on that. We miss her terribly.

Councilman Boger:

Sandy, you know, I didn't really know Sandy a lot until I started campaigning for Council and on national politics, we were completely the opposite. When it came to Mesquite, we were in lockstep. Sandy was a very sweet lady and I miss being on the Council with her and Councilwoman Dutkowski. We were able to accomplish a lot for this community, making our schools safer. She was about as kind-hearted of a person as you'll ever meet and that's how I remember her. It's less of being on Council, it's more of the phone calls we spend talking about everything going on in town and talking about the families and talking good stuff about Doug, of course. But I miss her terribly and I'm -- I know I'm better for having known her.

**Library Reports
(Item VI.)**

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

Executive Director Watson reported that he attended the Public Library Association Conference in Columbus, Ohio. He also stated that several staff members attended along with Trustee Foyt and Trustee Shelton. He mentioned sharing updates of the Library District to the different panels he was apart of. Director Watson thanked everyone for coming to Mesquite and thanked staff for the planning and preparations of the meeting.

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

No questions.

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

No questions.

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

No questions.

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

No questions.

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

No questions.

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

No questions.

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

No questions.

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

No questions.

Unfinished Business (Item VII.) None.

New Business (Item VIII.)

Consent Agenda (Item VIII.A.) None.

Regular Agenda (Item VIII.B.)

Discussion and possible Board action to appoint the East Las Vegas QALICB, Inc., Mesquite QALICB, Inc., and West Las Vegas QALICB, Inc. Boards of Directors. (Item VIII.B.1.)

Floresto Cabias, Chief Financial Officer reported in 2017, the Library District began participating in the Federal New Markets Tax Credit program, which provided funding to help build the East Las Vegas Library and the Mesquite Library, and supported construction costs. In March 15 of 2024, staff secured funding for the West Las Vegas Library. And as part of the program, the District created three nonprofit corporations known as Qualified Active Low-Income Community Businesses, known as QALICBs and the QALICBs support the Library District by acquiring the new libraries, then leasing them back to the Library District to operate. Each year, the Board of Trustees appoints the Directors of the QALICB Governing Boards and two of these Directors must be independent, meaning they are not Officers, Directors, Trustees or Employees of the Library District, the Library District Foundation, or any other affiliate of the QALICB, the District or the Foundation. Three Board Directors shall be appointed from nominees who are current or former employees, officers, or trustees of the Library District or employees, officers, or directors of the Library Foundation. The District's practice is also to appoint the Library's Chief Financial Officer as the Governing Board's president. Based on these requirements, the proposed Directors for the East Las Vegas QALICB are Floresto Cabias as President, Trustee Dutkowski as Secretary/Treasurer and Directors Mo Denis, Michael Saunders, and Trustee Ortiz. For the Mesquite QALICB Floresto Cabias as President, Trustee Dutkowski as Secretary/Treasurer, and Directors Tim Wong, Michael Saunders, and Chair Waugh. For the West Las Vegas QALICB again, Floresto Cabias, President, Secretary Jiron as Secretary of the West Las Vegas QALICB, Vice Chair Rogers as Treasurer and Directors Mo Denis and Michael Saunders.

Trustee Rogers made a Motion to appoint the slate of officers and directors detailed above to the East Las Vegas QALICB, Inc., Mesquite QALICB, Inc., and West Las Vegas QALICB, Inc. Boards of Directors. Trustee Sanchez second the Motion.

There was no opposition and the Motion carried.

Discussion and possible Board action to approve the process for naming opportunities and

[Chair Waugh read Agenda Item VIII.B.2. into the record.]

Chair Waugh explained that he met with Councilman Boger at a Community Education Advisory Board meeting and there was a desire in the community to honor Trustee Ramaker at the Mesquite Library. He was then told that the

**plaque recognition
for non-funded
donors.
(Item VIII.B.2.)**

existing naming policy did not provide opportunities for non-financial donors to be recognized. This policy is for the Board to consider name rooms or spaces for individuals in the libraries through a review process by the Executive Director, Naming Committee, and Board of Trustees for contributions to the community and the library system who may not necessarily have contributed financially.

Trustee Sanchez said she read the minutes from the meeting and asked will there be a wall space or a room for the plaques. Director Watson responded that it will depend on the location and the Naming Committee will decide and bring it to the Board of Trustees. The specifics have not been determined until it comes up for discussion. Trustee Sanchez then suggest the Board designate a wall for each Library to have a distinction from those that may want to purchase a room. Director Watson responded that if given direction, he will work with General Services Director and General Services team to identify a location in every library to designate a wall that will be shared with the Board of Trustees. Chair Waugh explained that this is in the sphere of the Naming Committee and with the Director of Development. Trustee Sanchez says she would like to see the separation of those that are recognized and not paid from those that are. Chair Waugh explained that he understands her comments and says the agenda item enables the Naming Committee, Executive Director, and General Services to identify those locations. Trustee Ortiz stated that he agrees with picking out a wall because it will offend a lot of people. He suggests to have them all in one place as opposed to getting mired in. He agrees the process is good and only thing that needs to be added to this motion is that the Director and General Services figure out a wall that would be a better place to honor individuals. Chair Waugh asked if either of them would like to make a motion to refer it back to the Naming Committee to make a change because it will be a process change and the committee reviewed the language. Trustee Ortiz stated that the motion is for the Board and the whole Board makes a decision on the motion. Trustee Rogers explained that the Naming Committee is submitting a process for the Board to consider in the motion so if the Board is not prepared to vote on the motion, it would go back to the Naming Committee to devise a revised motion to bring back to the Board. Trustee Ortiz moved to have the motion tabled and recommend the Naming Committee designate a wall by the director and staff to come back to the Board for final approval. Trustee Sanchez asked Counsel Welt if the Board can't make a change to the policy. Counsel Welt explained that Trustee Rogers was correct and this is a policy recommendation. When adding a caveat to it, it is changing and the public needs an opportunity to comment on it, so the appropriate move is to table the motion for the Committee to bring back a revised motion if they so choose. Trustee Benavidez second the motion.

There was no opposition and the Motion carried.

**Executive Session
(Item IX.)**

None.

**Announcements
(Item X.)**

50th Anniversary of West Las Vegas Library: 70's Celebration will be on Wednesday, April 24, 2024 at 6:30pm.

The May Board meeting will be held on Thursday, May 23, 2024, at 5:00pm. Location: Windmill Library, 7060 W Windmill Lane, Las Vegas, Nevada 89148.

The June Board meeting will be held on Thursday, June 13, 2024, at 5:00pm. Location: Centennial Hills Library, 6711 N Buffalo Dr, Las Vegas, Nevada 89131.

The July Board meeting will be held on Thursday, July 11, 2024, at 5:00pm. Location: Rainbow Library, 3150 N Buffalo Dr, Las Vegas, Nevada 89128.

Chair Waugh stated that a draft evaluation form for Director Watson was sent out to the Board of Trustees and said he did not receive any comments. He asked if there were any comments. If no comments, it will be the form used for Fiscal Year 25. Trustee Sanchez responded that she thought it was going to be discussed as a Board. Chair Waugh explained that he will take the feedback and have Mr. Serpico make the adjustments. Trustee Ortiz stated they need an evaluation for the Director because he is employed by the entire Board. He said having it come to the Chair mutes and limit the opinion. He states the process is to have a full discussion with the entire Board and he requested a special meeting for the discussion on the evaluation. Chair Waugh responded that he will work with Mr. Serpico to schedule the special meeting.

Chair Waugh asked if anyone would like to be appointed to the Nominations Committee to let him know.

Trustee Ortiz thanked Director Watson and Matt McNally for co-sponsoring the Nevada Women's Forum with the Federal EOC and the Nevada Equal Rights Commission at the Whitney Library.

Trustee Benavidez asked if invitations to the West Las Vegas Library Celebration were sent out. Director Watson responded that it was a regular program for the community, not an invite event. Trustee Benavidez stated she hasn't seen an open flyer to the community so she assumed maybe it was by invitation. Betsy Ward, Branding and Marketing Director explained a flyer was done and it's been advertised at all the branches for about three weeks. She mentioned it was also added to the Library Highlights.

Trustee Sanchez stated she went to the Mystic Fair and it was fantastic. She gave a shout out to Theron, Carla, and all staff that worked the event.

Chair Waugh wished Laughlin Library a Happy 30th Anniversary and reminded everyone of the District's Customer Appreciation Day on April 25, 2024.

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

**Adjournment
(Item XII.)** Chair Waugh adjourned the meeting at 5:41 p.m.

Respectfully submitted,

Jennifer Jiron, Secretary



MEMORANDUM

TO: Board of Trustees
FROM: Kelvin A. Watson, Executive Director
DATE: April 30, 2024
SUBJECT: Executive Director's Monthly Reports, May 2024

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' May 23, 2024 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Attended the PLA Conference in Columbus, Ohio as a guest panelist for several discussions throughout the conference. Also in attendance was Trustee Foyt and Trustee Shelton.

Participated in the Whitney Teen Empowerment Summit as the Guest speaker.

Attended the LVGEA 2024 State of Economic Development.

Met with Beckley Group to discuss Leadership Training updates.

Attended the NV Attorney General Aaron Ford Event.

Received Proclamation from Clark County Commission for 2024 ALA Library of the Future Award.

Presented at the Las Vegas City Council for National Library Week to give library updates. Also received a Proclamation Award.

Met with Maggie Saling of StartUpNV to discuss potential partnership with the Library District and funding.

Guest speaker for GSC 300 to share and discuss Las Vegas Clark County Library District initiatives, partnership, and strategy.

Attended the Barrick Lecture Series with Earvin "Magic" Johnson for UNLV.

Met with Ann Ford of Midwest Tapes to discuss Diversity, Equity, and Inclusion initiatives for the Library District and our community partnerships throughout the valley.

Attended the Brightline West Groundbreaking ceremony.

Moderated for the San Jose State University iSchool, L&M Webcast to discuss EDI and Leadership

Met with Shakita Kirkland, Mentee for the Nevada library Association Mentorship Program.

Attended the 50th Anniversary Celebration for West Las Vegas Library.

Met with Sebastian Goodrich of Playaway to discuss new product and service offerings.

Attended the Check Ceremony for ISPaCC-SN with Congresswoman Susie Lee and Workforce Connections.

Met with Dan Hernandez, Clark County Parks and Recreation Director to discuss partnership offering Library District digital offerings and parks and community centers.

I attended the following meetings/events during the month:

- Bi-weekly meetings with Administration team
- Attended the LVEA weekly meetings
- ULC Director/CEO weekly zoom
- Participated in the Board of Trustees Finance and Audit Committee meeting
- Participated in Regular Board of Trustees meeting
- Met with Nicola Mitchell of Girls Who Brunch
- Participated in an online manufacturing course demo for Workforce
- Participated in the DPLA eBook Committee meeting
- Participated in DPLA Columbus Follow-up discussion
- Participated in personnel discussion
- Monthly meeting with Peter Guzman of LCC
- Interview with Kim Bailey Tureaud
- Met with staff members for coin recognition
- Met with Thorton and Sharon Hall
- Attended the LVEA open house for Capstone Capital
- Attended the Composers Room
- Attended the Compassionate City Awards for Billy Allen
- Attended the Mental Health is a Family Matter Fair



ITEM VI. A.1.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director
FROM: Leo Segura, Library Operations Director
DATE: April 30, 2024
SUBJECT: Library Operations Activity Report, May 2024

This memorandum reports on the Library Operations Department’s activities and project updates for April 2024 and Branch activities and analytics compiled from the period of **March 1 – March 31, 2024.**

Powerful People

- Kudos and huge thanks to all the work and effort staff put into this year’s **Customer Appreciation Day!** There were so many creative and engaging activities highlighting all the cool things customers could do at a branch!
- In April, Library Operations concluded recruitments to replace three (3) Library Aide I, one (1) Teen Services Specialist, and five (5) Youth Services Assistants.
- Library Operations Administration Team met
- **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.
- Best Buy Teen Tech Center employee Chantalle U. coached teens through the process of applying for the Best Buy Scholar scholarship. Thanks to their hard work, dedication, and diligence one of our teens will receive \$10,000 a year for college. The scholarship is renewable for four years which means she can be awarded up to \$40,000. The scholarship also comes with career and academic coaching and possible internship opportunities with Best Buy.
- **Joanna G.**, Coordinated and attended with **Robbie D.**, **Sarah C.**, and **Jett R.**, the **Green Our Planet Student Farmer’s Market** on Friday, April 20 at Downtown Summerlin. Staff engaged with over 430 customers and over 50 local schools.
- **Commissioner Naft** stopped by the **Spring Valley Library** during Nevada Reading Week to meet staff and hand out cookies! His office will be attending the Spring Fair in May.
- **Sahara West Library** Assistant Branch Manager Marisa E. was chosen to be the 2024-2025 Chair of the ALA Intellectual Freedom Round Table’s Oboler Award Committee.



By the Numbers (March 2024):

- The Library District signed up **11,337** new **library card** users, a 22% increase over the same month last year but a 13% increase as compared year over year.
- **Gate count** was **331,547**, a 7% decrease from the same month last year and 5% below the yearly total. The total being reduced can be attributed to more accurate counting of

customers entering our facilities. IT has implemented new smart counters and we will expect skewed comparison as they are no longer just break the beam counters.

- During the month, staff answered **39,776 reference questions** and conducted **88 curbside deliveries** for **475 items**.
- Our **volunteers** logged **1,190 hours** of service to the Library District
- **242 Homeschool** sessions were logged.
- **92,824 Wi-Fi** sessions were logged.

Powerful Places

Branch Activities (March 2024)

- **Centennial Hills Library** hosted a Spring Fling and Car Show on March 30.
- March was a busy month for **Clark County Youth Services**. Quite a few programs were offered this month: In total, 26 programs were conducted with a total live attendance of 389 people.

UKULELE STORYTIME AND BUBBLE DANCE PARTY



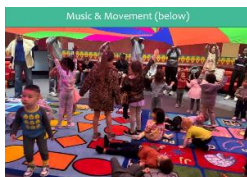
- Goodsprings hosted a Ukele storytime and bubble dance party.



By the Numbers (March 2024):

- Library Branches improved overall circulation to **981,578** items, a statistically insignificant increase over the same month last year and a **4%** increase year over year.
- **169 passports** were issued, an 88% increase over the same month last year. Windmill Passport services collected **\$7,387.00** in fees. They typically collect between \$2,200 – 3,500 monthly. This year, we increased available appointments by converting open positions to a Library Aide II and assigning them to Passport Services. Windmill Staff are all still certified acceptance agents and routinely help in the passport office.
- **133,239 PC internet** sessions were logged which was a 35% increase from the same month last year.
- **Indian Springs Library Afterthoughts Book Club** read *Deaf Utopia* by Nyle DiMarco. Deaf History Month has a few different start dates, originally starting on March 15-April 15, other dates note it starting on April 1, but we wanted to highlight this diversity date because being Deaf doesn't necessarily fall into Disability Pride Month. Our readers overall rated this title a 4-star, highlighting they would like to read further titles by DiMarco and want to continue their education in ASL, the Deaf Community, etc., and discussing how this title changed their perspectives about the community.
- **Laughlin Library** had a great turnout **"For Paint's Sake"**
- **Mesquite Library** hosted 85 children's programs for 906 attendees during March. The **Concert on the Plaza** is still an entertaining afternoon with 73 attending in March.
- **Sunrise Library** Youth Services Staff hosted 62 programs and 19 outreach visits. Adult Services did 8 outreach visits and 17 programs.





- **Sahara West Library** Adult Services provided 5 programs to 73 attendees, answered 2,523 reference questions, and signed out 741 study room uses. Youth Services provided 34 programs to 1,484 participants.

• **The West Charleston Library** Adult Services team celebrated Women’s History Month with several programs and displays throughout March. Total attendance for March programs was 17 programs and 245 for attendance, and study room use was 853. Branch Manager Claudia Melton and Assistant Branch Manager Nikki I. hosted a STEAM Network Partnership event at our location on March 6th. The Total for March Youth Programs was 42 Programs and 448 attendees.



- **Whitney Library Adult Services** provided programs like Hooks and Needles; Whitney Book Lover’s Bistro: Lessons in Chemistry; The Social Justice Book Club: What We Talk About When We Talk About Rape; I Heart Whitney Fresh Start; Meet With A Social Worker; Sunday Movie Club: Dr. Strange Love; Beginner Spanish Class; Game Day; and Three Square Senior Meals.
- **Windmill Library** reported 1400 guests at **Mystic Fair**.
- **West Las Vegas Library Chess** had 64 people stop in and play across 4 sessions, and Youth Services hosted 39 regular, weekly programs this month with 211 participants total.

Powerful Partnerships (March 2024)

- **Accessible Spaces**
- **ACDC Mahjong and Vaccine Event**
- **American Red Cross**
- **AARP Tax Assistance Program**
- **Ask a Master Gardener**
- **Barbershop Books** Branch liaisons continued working the partnerships with our ten barbershops chosen for the granting period.
- **West Las Vegas** Youth Services worked with **Bimbo Bakeries USA** to serve snacks to participants at our annual **Maker Fair**.
- **Cardenas Market**
- **Celestial Manna** and **Three Square** on **Indian Spring Library Trader Joe’s** food pick-up available to our customers! We are also coordinating with Celestial Manna and **Clark County Parks and Recreation**
- **Chapter One – Virgin Valley Fellowship of Writers Clark** “is a fellowship devoted to the craft of writing. Creative writing, technical writing, screenplays, poetry, and more.”
- **Clark County Social Services C.A.R.E.S.** team continued our Social Worker program on March 13th. The Clark County C.A.R.E.S. team provided C.H.A.P. assistance, Rental’s assistance, and many more social services for our WH community. The C.A.R.E.S. team assisted 19 customers. The past three months has seen a strong increase in the number of customers using the social worker services. The C.A.R.E.S.team has seen such success that they have committed to coming to our Whitney Branch every second Wednesday of the month and providing their Social Worker every time we have our “I Heart Whitney Fresh Start” initiative.
- **Clark County Elections Department**
- **County Parks and Rec.**



- **Clark County School District**
- **West Las Vegas** Customer Service staff has given out approximately 4050+ **Cox** Wi-Fi access cards through March. Ms. Emma and Ms. Kailani are making many connections during outreach events in the community.
- **Diabetic Alert Dogs of America** use public spaces to help train their service dogs. They are a big hit with customers and staff when they stop by for their annual visit at Spring Valley Library. Once they are done “working” staff are allowed to interact with the dogs.
- **Discovery Children’s Museum**
- **East Las Vegas Community Center** International Women’s Day Outreach – Kelli C
- **Election department**
- **EmployNV**
- **First Friday Outreach Kevin Maas**
- **4-H club**
- **The Governor’s Office of Innovation, Science, and Technology** hosted the **STEAM Mixer** event in the West Charleston lecture hall. Sixty (60) people were in attendance.
- **Green Our Planet**
- **Harbor House**
- **Henderson Vet Center**
- **The Las Vegas Family Search Center**, genealogy classes
- **Las Vegas Metro**
- **Laughlin Chamber of Commerce**
- **Lost City Museum** did a presentation showcasing old film footage dating back to the 1920s/1930s featuring the construction and opening of the museum.
- **Marianna’s Market**
- **NACA Homebuyers Workshop**
- **National Institutes of Health**, All of Us Research Program at Mesquite Library
- **National Library of Medicine**
- **Nevada Department of Wildlife**
- **Nevada Hand**
- **Nevada Homeless Alliance**
- **Nevada State Treasure Department**
- **Project Marilyn**
- **Red Rock Citizen’s Action Committee**
- **River Valley Artist Guild: Let’s Talk Art**
- **Southern Nevada Health Department**
- **St. Bridget Catholic Church**
- **Three Square**
- **Toastmasters Club**
- **US Dept of State**
- **VGK Outreach**, Kevin Maas coordinated and led outreach at 4/2 and 4/12 games.
- **Violins for Kids** at the **East Las Vegas Library**
- **Vitalant**
- **Wings and Wildlife**, Laughlin



Powerful Platforms (March 2024)

- **Blue Diamond Library** hosted a **hydroponics open house** with 67 customers sharing the harvest
- **Bunkerville Library** hosted a story walk **Story Walk: Duck! Rabbit!** By Amy Rosenthal. Since the literature walk takes place on a park trail next to the library it can be a challenge to see how many folks participated. Staff implemented a genius tool to gauge engagement. Looks like it continues a big hit.
- **Centennial Hills Library** hosted 95 youth to their Homeschool West Chess Club and 117 to their March Teen Tuesdays. They also hosted Storytime for 242 folks in Baby Storytime and 171 in Preschool Storytime.
- **Clark County Library Teen Services** staff met with the **Punk Rock Museum** and **Hoover Dam** to discuss partnerships with the BBTC and Career Pathways Program. Both organizations are interested in internships for our teens for the Career Pathways Program. The Punk Rock Museum is also interested in doing some in-house programming where we do a zine program there or they bring in artists to work with teens in the recording studio.
- **Enterprise Library Customer Service** had \$1,918 in bookstore sales for March. Their new podcasting space helped 22 podcasters with their 12 podcasts. Staff distributed 220 Lil' Learners Preschool Boxes in March. Youth Services hosted 17 programs for 680 attendees.
- **East Las Vegas Art and Music Festival**, was a big hit! Kids, parents, and adults helped to color in the structure throughout the event! It was one of the most active elements of the festival. Thanks, Darren, for working with me on the themes - the artwork chosen was perfect!
- **East Las Vegas Library** offered 3 computer classes for 28 students. Youth Services provided 103 programs with 2,100 in attendance, including the parenting project which served 69 parents during March. **Danza Azteca Quetzaltzin** performed on the plaza helping to showcase and connect youth and families to a part of their heritage and a significant part of Mexican culture.
- **Indian Springs Library** hosted its first signature event: **The Tiny Art Show** on Friday, March 29, 2024. In February, staff handed out fifty-nine 100cmx100cm canvases with small pots of acrylic paint and brushes. The artists had until March 21 at 7 pm to get them back to the library if they wanted to be part of the judged competition and we received 38 pieces of art for the competition. Our thanks to Shana H., Cherrie D., Carol Parrot, Ermal R., Carlito S., Caroline Adams, Nicole B., Joanna G., Robbie Debuff, Nivia Balsera, Darren J., Bee A., Kevin Mass, and Teresa Hazel of the Indian Springs Clark County Parks and Rec Center for judging. We had about 65 individuals show up to view the artwork and a door count of 180 during those two hours.
- One of our **Indian Springs** regulars had the first-generation Kindle Paperwhite. Unfortunately, the older generation software doesn't sync well with **Libby's eBooks**. Additionally, Maureen cut her internet access due to internet prices in Indian Springs. She came in for help and staff helped with some. Once she realized the problem was outdated equipment, Maureen promptly called her son who got her a new eReader.



Within a couple of days, Maureen had a new Kindle! Staff assisted her in setting up her new device and walked her through downloading and placing holds through Libby on her phone as well as syncing it with her new Kindle. Maureen is an avid reader, but with several tiny dogs at home, doesn't like to spend too much time away "from her pack".

Now she can select her titles through her cell phone, come to the Library for a quick connect-and-download, and get back to reading!

- Moapa Town Library hosted their 2nd annual **Maker March Bridge Building Competition**. Out of 12 bridge kits, 6 bridges made the deadline for the competition.



- **Moapa Valley Library** noted that the snowbirds flew the coup. Their March painting program went well and they will transition into Summer Reading for the year round community. Youth programs will continue full swing with Summer Reading and their sticker making program was a hit.

- **Rainbow Library** reported that they had 731 attend storytime and 950 participate in their scavenger hunts. The other fun program not typically seen at a library was 150 youth attending field day at the library.
- Outreach Storytimes @ school. For Nevada Reading Week, **Sandy Valley Library's Carol Parrott** was invited to read to the kids at the local school. She read to the pre-k, first, and second grades and the kids sent 35 thank-you notes, letters, and drawings.
- **Searchlight Library** signed up for the summer meal service with Three Square to continue feeding kids during summer break. Parks & Rec continues supporting the library by signing out the multipurpose room to the library for larger programs that require more space. **UNR Extension** is a new partnership with the Searchlight library. They made waves due to the popularity of their programs with the kids of the community. UNR extension has agreed to continue to keep the **4-H Club** going during the summer break for kids. 4-H Club continues to draw in a crowd every Wednesday. The library is packed to the gills with the kids working on projects. This month they were working on gardening in raised flower beds in the courtyard and eating their 3Square meals before the start of their activities.
- **Summerlin Library** shared that Adult Services' 17 programs brought in a total of 127 customers. The Chalk It Up! Art & Music Festival brought in an additional 2,000 customers. Summerlin branch staff collaborated with Amiel B. to host the third annual **Chalk It Up! Art & Music Festival** on March 24. Despite several challenges (the rental company not arriving with stage, tables, chairs, and tents; one of three food trucks unable to attend; and inclement weather), all involved adapted quickly to keep the festival going successfully. Overall, the event brought in 2,000 attendees.



- **Spring Valley Library** Youth Services staff conducted 8 Outreach visits this month and interacted with over 1,000 students in our community by informing them about all of our big upcoming programs including the Spring Fair and the popular Summer Challenge!

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MEMORANDUM

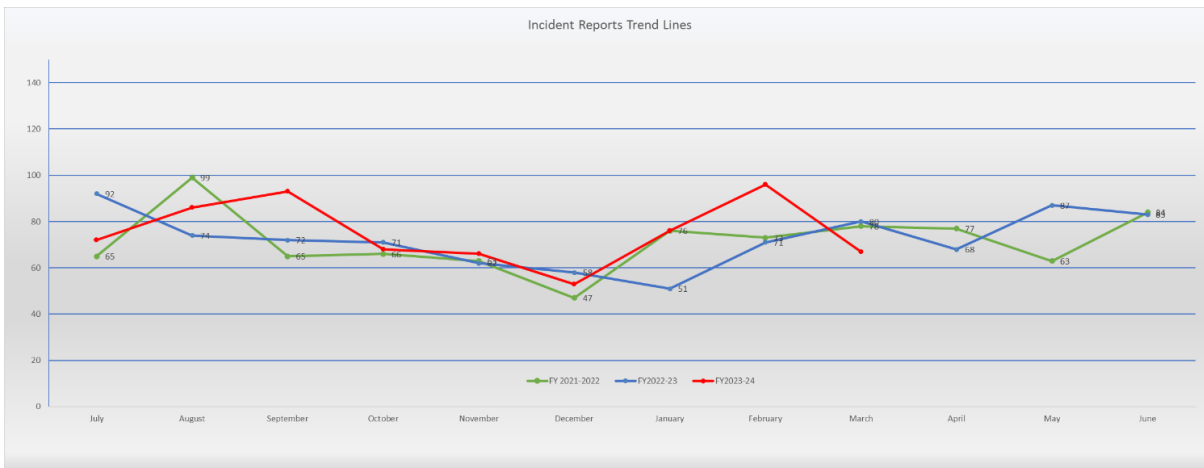
TO: Board of Trustees through Kelvin Watson, Executive Director
FROM: Leo Segura, Library Operations Director
DATE: April 30, 2024
SUBJECT: Security Report, May 2024

This memorandum reports on the security information and analytics compiled from the period of **March 1 – March 29, 2024.**

Branch	Incident Reports				Apr-22 to Mar-23	Apr-24 to Mar-24	Difference	% Change
	Mar-23	Mar-24	Difference	% Change				
BLUE DIAMOND LIBRARY	0	0	0	0.0%	1	4	3	300.0%
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	0	0	0.0%
CENTENNIAL HILLS LIBRARY	4	2	-2	-50.0%	23	22	-1	-4.3%
CLARK COUNTY LIBRARY	14	23	9	64.3%	203	250	47	23.2%
EAST LAS VEGAS LIBRARY	10	10	0	0.0%	80	74	-6	-7.5%
ENTERPRISE LIBRARY	3	2	-1	-33.3%	28	36	8	28.6%
GOODSPRINGS LIBRARY	0	0	0	0.0%	0	2	2	0.0%
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	3	1	-2	-66.7%
LAUGHLIN LIBRARY	0	4	4	100.0%	10	8	-2	-20.0%
MEADOWS LIBRARY	0	0	0	0.0%	3	7	4	133.3%
MESQUITE LIBRARY	4	0	-4	-100.0%	15	6	-9	-60.0%
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	2	2	0.0%
MOAPA VALLEY LIBRARY	0	1	1	0.0%	4	2	-2	-50.0%
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%
RAINBOW LIBRARY	1	0	-1	-100.0%	28	25	-3	-10.7%
SAHARA WEST LIBRARY	3	0	-3	-100.0%	53	72	19	35.8%
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%	81	61	-20	-24.7%
SUMMERLIN LIBRARY	5	0	-5	-100.0%	38	26	-12	-31.6%
SUNRISE LIBRARY	3	1	-2	-66.7%	17	15	-2	-11.8%
WEST CHARLESTON LIBRARY	8	3	-5	-62.5%	73	85	12	16.4%
WEST LAS VEGAS LIBRARY	4	3	-1	-25.0%	66	56	-10	-15.2%
WHITNEY LIBRARY	10	6	-4	-40.0%	94	108	14	14.9%
WINDMILL LIBRARY	3	6	3	100.0%	35	53	18	51.4%
Total	80	67	-13	-16.3%	855	915	60	7.0%

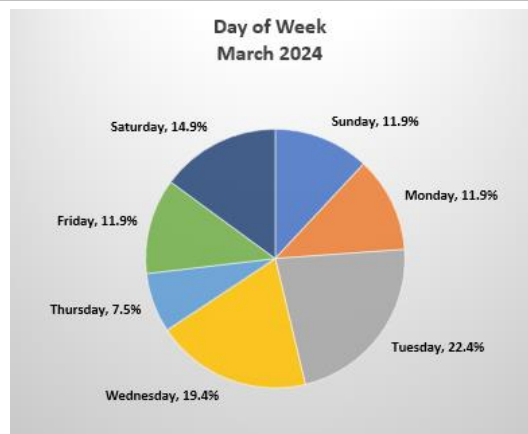
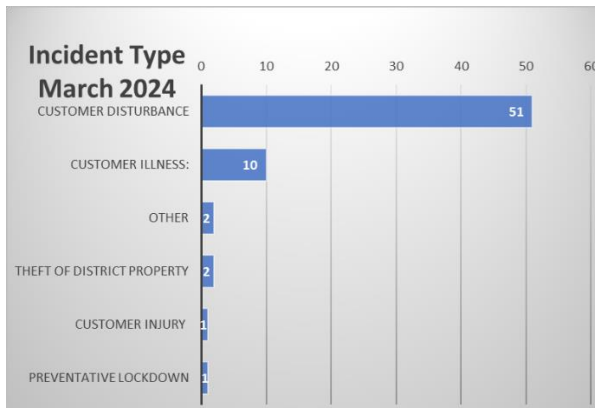
In March 2024, branch staff reported **67 incidents**, a decrease of 16.3% over the same month last year. During this period, the Library District recorded **331,547** customer visits. **This ratio** is one incident for every **4,948 visits**. There was an overall decrease in the number of incidents experienced for March with Clark County bucking the trend and returning to 2021 numbers. Nearly half of the incidents (11) were for patron disturbances and twelve (12) were for medical, smoking or drug use, improper use of facilities, and sleeping.

Trend lines show the overall decrease in the number of incidents experienced for March indicating an atypical change.



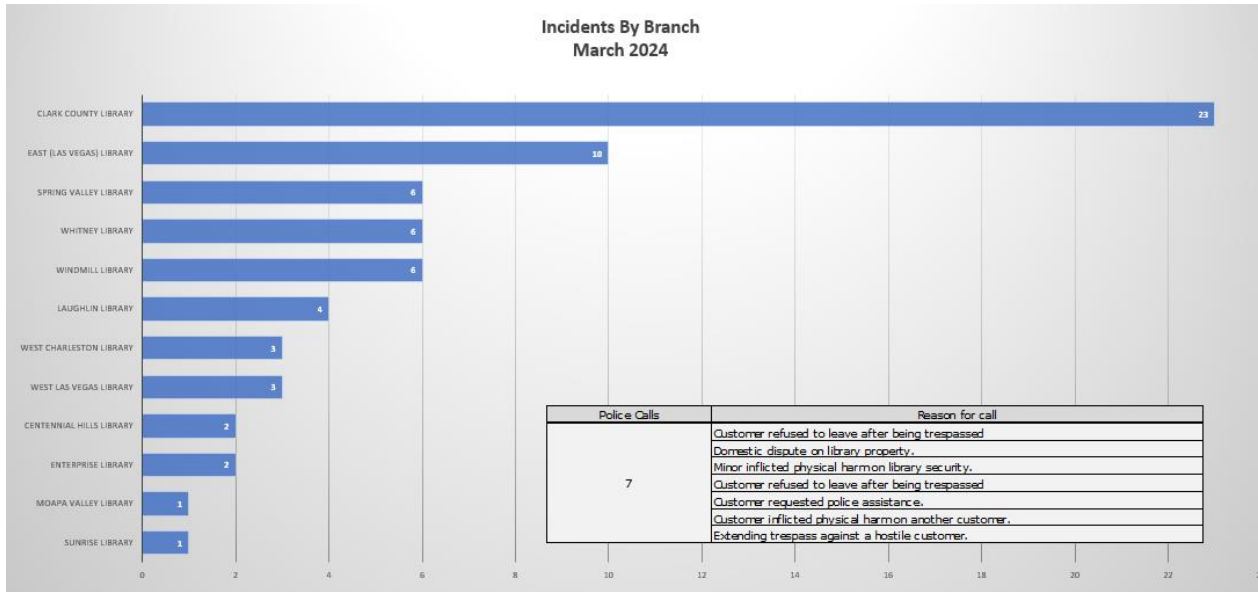
Incident types include a Preventative Lockdown but most locations experienced customer disturbances at 76.1% of incidents for March. The largest increases were at Clark County.

ADULT TRESPASS [3 YEAR]	5
CLARK COUNTY LIBRARY	1
EAST LAS VEGAS LIBRARY	1
LAUGHLIN LIBRARY	1
SPRING VALLEY LIBRARY	1
WEST CHARLESTON LIBRARY	1
ADULT TRESPASS [1 YEAR]	24
CLARK COUNTY LIBRARY	11
EAST LAS VEGAS LIBRARY	5
LAUGHLIN LIBRARY	1
SPRING VALLEY LIBRARY	3
WEST CHARLESTON LIBRARY	1
WHITNEY LIBRARY	3
ADULT BAN [LESS THAN 1 YEAR]	19
CENTENNIAL HILLS LIBRARY	2
CLARK COUNTY LIBRARY	8
EAST LAS VEGAS LIBRARY	3
MOAPA VALLEY LIBRARY	1
SPRING VALLEY LIBRARY	1
WEST CHARLESTON LIBRARY	1
WEST LAS VEGAS LIBRARY	1
WINDMILL LIBRARY	2



District staff encountered **fifty-one (51) customer disturbances** which account for 76.1% of March incidents or one disturbance for every **6,501** visits.

During **March 2024**, staff banned forty-eight (48) customers. Five (5) adults received a three-year trespass, twenty-four (24) adults received a one (1) year trespass, and nineteen (19) received a partial-year ban.



The **Clark County Library** recorded the most incidents, reporting twenty-three (23). The remaining branches reported between zero (0) and ten (10) incidents. During March 2024, staff made seven (7) calls to law enforcement.

Fiscal Year

Library Name	Square Footage	Occupancy	March	Total incidents 2023-2024	INCIDENTS PER 10K SQ. FT.	Incidents per PIC
Blue Diamond	1,000	20	0	2	2.00	1.33
Bunkerville	1,200	24	0	0	0.00	0.00
Centennial Hills	45,555	689	2	16	0.35	2.00
Clark County	120,000	905	23	187	1.56	13.36
East Las Vegas	41,015	1200	10	55	1.34	9.17
Enterprise	26,300	526	2	32	1.22	6.40
Goodsprings	900	9	0	1	1.11	1.00
Indian Springs	1,200	24	0	1	0.83	0.67
Laughlin	15,562	323	4	7	0.45	0.88
Meadows Library	813	16	0	4	4.92	2.67
Mesquite Learning Center	5,464	133	0	2	0.37	0.67
Mesquite Library	13,313	370	0	2	0.15	0.25
Moapa Town	2,000	40	0	2	1.00	1.33
Moapa Valley	4,700	94	1	2	0.43	0.33
Mt. Charleston	2,800	56	0	0	0.00	0.00
Rainbow	26,800	808	0	19	0.71	2.38
Sahara West	122,000	920	0	49	0.40	4.45
Sandy Valley	1,200	24	0	0	0.00	0.00
Searchlight	1,200	24	0	0	0.00	0.00
Spring Valley	25,000	511	6	46	1.84	5.11
Summerlin	40,165	1014	0	17	0.42	2.83
Sunrise	23,000	345	1	9	0.39	1.50
West Charleston	38,900	1054	3	55	1.41	6.88
West Las Vegas(excluding Theater)	30,693	370	3	36	1.17	4.00
Whitney	24,500	563	6	90	3.67	12.86
Windmill Library and Service Center	142,149	994	6	43	0.30	4.78
Total Square Ft.	Occupancy Rate			Total Incidents	Average	Average
757,429	11,056		67	677	0.89	4.69

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

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Upcoming Events to bookmark on your calendar

What	Library	Tentative Date
Summer Challenge Kickoff	Varied	May 24-June 2
Miss Juneteenth Fashion Show	West Las Vegas	June 1
Ada Limon 24th US Poet Laureate and recipient of MacArthur Fellowship	West Charleston	June 2
1 st Time Home Buyer Event	East Las Vegas	June 8
Las Vegas Kaminari Taiko in Concert	Summerlin	June 13
Living The Dream - Inspiring Hope for the Future	West Charleston	June 16
Pride Month	Varied	June 1 - 30

**Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
March 2024**

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	681	17	1,395	5	35	11	41	9	473	16	536	0	0	36	1,050			
BUNKERVILLE	186	23	894	1	69	2	2	192	629	7	86	0	0	201	717			
CENTENNIAL HILLS	32,462	2	28,180	577	2,265	27	265	61	1,747	22	528	24	459	134	2,999			
CLARK COUNTY	13,361	8	30,011	840	5,402	39	3,077	117	1,506	50	1,675	26	1,040	232	7,298			
EAST LAS VEGAS	10,300	12	23,524	1,086	4,280	83	2,237	41	277	73	2,077	16	831	213	5,422			
ENTERPRISE	15,466	6	17,690	361	2,266	22	62	189	1,336	50	1,516	19	528	280	3,442			
GOODSPRINGS	174	24	190	4	29	1	3	3	67	1	6	0	0	5	76			
INDIAN SPRINGS	653	18	3,343	8	109	8	417	4	33	216	156	0	0	228	606			
LAUGHLIN	4,034	14	5,294	58	800	28	341	13	210	1	300	6	98	48	949			
MEADOWS	487	20	1,802	23	166	16	39	12	48	16	340	0	0	44	427			
MESQUITE	6,409	13	9,948	171	1,231	66	718	72	760	17	329	5	44	160	1,851			
MOAPA TOWN	310	21	1,025	3	60	2	8	4	31	19	96	0	0	25	135			
MOAPA VALLEY	3,079	16	3,037	21	260	10	58	20	313	7	36	0	0	37	407			
MOUNT CHARLESTON	167	25	1,243	0	13	10	68	11	81	11	56	0	0	32	205			
RAINBOW	19,371	4	21,152	373	2,566	47	896	61	2,147	52	2,592	17	232	177	5,867			
SAHARA WEST	35,260	1	31,369	531	2,846	23	763	38	1,484	3	107	31	297	95	2,651			
SANDY VALLEY	514	19	1,126	4	45	4	9	2	42	0	0	0	0	6	51			
SEARCHLIGHT	226	22	870	6	18	1	6	1	0	24	88	0	0	26	94			
SPRING VALLEY	12,656	11	20,076	283	3,087	12	102	80	2,044	55	1,797	0	0	147	3,943			
SUMMERLIN	18,703	5	21,934	285	1,331	18	204	12	551	16	2,737	14	321	60	3,813			
SUNRISE	12,832	9	15,999	329	2,115	19	117	29	669	59	1,905	0	0	107	2,691			
WEST CHARLESTON	12,760	10	21,166	278	2,384	79	800	44	492	109	1,773	19	1,040	251	4,105			
WEST LAS VEGAS	3,563	15	16,352	204	3,083	5	246	63	561	56	1,601	8	872	132	3,280			
WHITNEY	13,460	7	18,130	335	2,925	65	900	78	1,296	22	838	8	57	173	3,091			
WINDMILL	29,614	3	35,797	1,190	3,030	22	736	38	1,775	21	2,022	17	266	98	4,799			
WINDMILL SERVICE CENTER	734,650		0	4,361	92,824	372	5,259	91	3,147	19	2,805	0	0	482	11,211			
2024 MONTHLY TOTAL	981,578		331,547	11,337	133,239	992	17,374	1,285	21,719	942	26,002	210	6,085	3,429	71,180			
FY 23-24 YTD TOTAL	8,416,290		2,841,946	87,846	1,095,903	10,137	128,958	8,828	155,984	7,556	238,488	1,909	73,234	28,430	596,664			

ANNUAL MONTHLY COMPARISON															
2023 MONTHLY TOTAL	981,496		357,512	9,282	98,662	1,138	14,693	1,067	23,953	735	29,350	226	6,897	3,166	74,893
% CHANGE	0%		-7%	22%	35%	-13%	18%	20%	-9%	28%	-11%	-7%	-12%	8%	-5%

ANNUAL YTD COMPARISON															
FY 22-23 YTD TOTAL	8,062,362		3,006,902	77,496	805,919	9,432	126,008	8,078	156,815	6,053	201,106	2,016	74,403	25,579	558,332
% CHANGE	4%		-5%	13%	36%	7%	2%	9%	-1%	25%	19%	-5%	-2%	11%	7%

ANNUAL MONTHLY COMPARISON															
2022 MONTHLY TOTAL	872,685		307,670	6,762	101,538									2,734	60,681
% CHANGE	12%		8%	68%	31%									25%	17%
2021 MONTHLY TOTAL	754,839		288,655	4,046	91,554									1,441	24,498
% CHANGE	30%		15%	180%	46%									138%	191%
2020 MONTHLY TOTAL	743,198		229,974	10,076	83,637									975	24,271
% CHANGE	32%		44%	13%	59%									252%	193%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	6,954,908		2,572,342	49,708	781,588									19,279	421,751
% CHANGE	21%		10%	77%	40%									47%	41%
FY 20-21 YTD TOTAL	6,565,529		2,352,156	40,784	749,798									10,198	170,896
% CHANGE	28%		21%	115%	46%									179%	249%
FY 19-20 YTD TOTAL	8,543,548		4,096,687	72,668	1,290,451									18,349	501,857
% CHANGE	-1%		-31%	21%	-15%									55%	19%



ITEM VI.A.2.a.

MEMORANDUM

TO: Board of Trustees Through Kelvin Watson, Executive Director

FROM: Betsy Ward, Branding and Marketing Director

DATE: April 30, 2024

SUBJECT: Branding & Marketing Activity Report, May 2024

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for April and analytics compiled from March 1-31, 2024.

Powerful Platforms

2024 ALA Library of the Future Award "Three-Peat"

BAM proudly promoted the Library District's third consecutive ALA Library of the Future Award, which was announced in March. To celebrate the announcement, BAM created the following promotional materials:

- A [news release](#), which garnered the following coverage:
 - American Libraries, [ALA/Information Today, Inc. announce 2024 Library of the Future Award](#) (Apr. 8)
 - KSNV Channel 3, [Library District in Las Vegas Receives National 'Library of the Future' Award](#) (Apr. 11)
 - CityCast, [The Future is Here](#) (Apr. 12)
- Dedicated social media posts, including sharing posts from American Library Association.
- Playing off the Chicago Bulls famous "Three-Peat" victory^[LJ1], we created a Three-Peat logo which will become a coveted Library District T-shirt and our new Library District email signature line.



- Executive Director Kelvin Watson received proclamations from Las Vegas City Councilman Cedric Crear on behalf of the Las Vegas City Council, and from the Clark County Commission.



Summer Challenge 2024 Launch

In support of the Library District's largest annual literacy program, BAM has been working on numerous promotional activities to prepare for the early launch, while collaborating closely with the Community Engagement team. BAM activities have included:

- **Grew the NBA Summer League partnership** to further enhance Summer Challenge's appeal to kids, teens, and adults, and create an Early Sign-Up promotion. Those entering between May 1-14 will be entered to win one of 25 NBA Summer League Ticket Family 4-Packs.
- **Worked closely with Youth Services and the Summer Challenge Committee** to develop the Oceans theme.
- **Developed all marketing materials** including the kids and adults program brochures, Super Reading Bookmark, flyers, posters, interior and exterior branch signage, and NBA Summer League Early Sign-Up promotional materials, including a life-sized 7'5" player cutout sign of San Antonio Spurs and the 2024 NBA Rookie of the Year Victor Wembanyama (which was paid for by the NBA).
- **Developed campaigns**, including advertising, social media, eNewsletters, and a [promotional video](#).
- **Developed and pitched PR materials**, including news releases in [English](#) and [Spanish](#), and B-roll.
- **Invested in Digital Asset Management software**, to manage all Library District images and video, and use as a portal to share assets with partners and the media. Using this new software, BAM developed a [Summer Challenge Partner Toolkit](#) to provide materials to help promote the program.
- **Refreshed our Summer Challenge landing page** with updated Oceans theme, new prize structure, and relevant online resources, events, and reading lists for kids, teens, and adults.
- **Used social media to drive traffic** back to the landing page to promote early registration, and brainstormed plan for ongoing social promotion.

- **Developed a comprehensive Facebook advertising** campaign to drive awareness.
- **Using OrangeBoy direct mail software, developed a targeted direct mail campaign** to distribute the Summer Challenge kids brochure. OrangeBoy links to the U.S. Census, and is able to cherry pick specific demographic targets for us, which in this case, will be 40,000 non-cardholder, low-income English and Spanish HH in every City Ward and County Commission District in Clark County. The kids brochure mailing will be followed by two postcard mailings to the same 40,000 HH. Each mailer will contain unique QR codes so that we can track engagement.
- **OrangeBoy also provides us with Geofencing** (mobile ads) as value-added for any direct mail campaign. We will receive a guaranteed 500,000 impressions for each of the three mailings.
- **Through OrangeBoy's integration with our catalog**, BAM will also be able to track real time engagement data from cardholders as each mailing is delivered.
- **All of these OrangeBoy capabilities** represent long-needed 21st Century marketing tools for libraries.

Media coverage to date includes:

KLAS 8 News Now, [Summer Reading Challenge. A Reading and Activities Program from the Las Vegas-Clark County Library District](#) (Apr. 26)

KLAS 8 News Now, [What's Cool at School? The Library's District's Summer Reading Challenge](#) (Apr. 26)

KLAS 8 News Now, [Registration Open for Library District's Summer Reading Challenge](#) (Apr. 25)

KSNV Ch. 3, [Win Summer League Tix, Golden Knights Gear with 2024 Library District Summer Challenge](#) (Apr. 17)

OverDrive's "Check Out Your Library" Promotion

Library District vendor OverDrive, which provides customers with digital streaming titles, has selected Las Vegas as the first stop in its nationwide call-to-action to reacquaint consumers with the joy of libraries and to drive library card sign-ups. OverDrive's re-invented Bookmobile will bring its Fiction and Film Tour to Las Vegas and the company is funding and executing this promotion with oversight from the Library District and BAM.

As part of the program, OverDrive is hoping to hold a meet and greet with popular author, create shareable photo opps, give away prizes and treats, and record an episode of the popular Professional Book Nerds podcast live, onsite with the featured author. The company is also invested in advertising, and local and national media relations. Updates to come as details on this exciting promotion are finalized.

Powerful Partnerships

Vegas Golden Knights 2024 Season Partnership – Bookmarks & Toshiba Plaza Activation [LJ2]

In April, VGK Defenseman **Brayden McNabb's** Collectible Player Bookmark was added to the [TheLibraryDistrict.org/VGK landing page](https://TheLibraryDistrict.org/VGK), along with existing player bookmarks for Defensemen Nicholas Hague and Alec Martinez, Goaltender Logan Thompson! The bookmarks feature those players' favorite items to check out at the library, and BAM promotes them on the website, our social channels, and to the news media. This year, the collectible Player Bookmarks are available for the first time in both English and Spanish at all 25 Library District branches, and The Arsenal Pro Shop at City National Arena.

On April 27 and 29, BAM worked with Regional Manager **Kevin Maas** and the Library District's Outreach Services Department to conduct library card sign-ups and pass out bookmarks during the pregame activation on Toshiba Plaza. **The team signed up 150 people** for the VGK "Vegas Born" library card and each new sign-up (or upgrade to a VGK card) received the Library District's co-branded #GetCarded with the World Champions Vegas Golden Knights T-shirt. BAM also created a [new video](#) using VGK graphics to promote our Toshiba Plaza visits.





Storytimes at Illuminarium and Meow Wolf

BAM supported Youth Services' new partnership with Illuminarium and Meow Wolf with the following activities:

- Prepared and pitched a co-branded news release, and provided photos, B-roll, and soundbites with Youth Services Manager **Shana Harrington** to the news media, which resulted in the following editorial coverage:

- KSNV Ch. 3, [Library District Launches New Monthly, Interactive Storytime at Illuminarium Las Vegas](#) (Apr. 16)
 - KLAS 8 News Now, [Library District Partners with Illuminarium and Meow Wolf for Storytimes](#) (Apr. 15)
 - Asian Journal, [Las Vegas-Clark County Library District Partners With Illuminarium And Meow Wolf](#) (Apr. 5)
 - KLAS 8 News Now, [Free Immersive Story Times for Kids at the Illuminarium and Meow Wolf](#) (Apr. 3)
- BAM's Digital Team attended the first in the Illuminarium Storytime series, which was hosted by **Shana Harrington** on April 15. BAM captured B-Roll and photos for promotional content and to provide real-time social media coverage. The next in the Illuminarium Storytime series is scheduled for May 18.



Vegas PBS Jobtimize

The Library District partnered with Vegas PBS to bolster Southern Nevada's workforce by using Jobtimize Nevada to help students and under/unemployed adults get matched with the right careers and employers. Jobtimize connects jobseekers, agencies, and employers in a single, integrated marketplace.

- BAM supported this new platform with the following activities:
- The creation of a [webpage](#) describing the program and featuring a link to register with Jobtimize for each branch.
- Designed web and social media graphics and scheduled posts that linked back to the landing page.
- Contributed to a co-branded news release, which resulted in a story in [Nevada Business](#).



Discover Personalized Career Guidance with Jobtimize

The Las Vegas-Clark County Library District is a proud partner with Vegas PBS in a joint effort to bolster Southern Nevada's workforce by using [Jobtimize Nevada](#) to help students and underemployed adults get matched with the right careers and employers.

Jobtimize connects jobseekers, agencies, and employers in a single, integrated marketplace. At the center is a matching engine, which links people with opportunities based on overall job "fit" first, because fit is the most statistically valid predictor of job success for both the individual and the employer.

Follow these steps to get started with Jobtimize today:

- Find your local Library District branch below and click the link to upload your resume and build a profile that is attractive to employers.
- Take the Job Fit Assessment and Interests Inventory to learn about possible career matches.
- Get detailed insight and reports that guide you on the right track.
- Download your "Career Planning Report" and target your training.
- And like everything else at the library, it's all free to use!



STEAM Month 2024

BAM created [a new, dedicated STEAM learning landing page](#) to feature the activities, events, and resources offered by the Library District. Throughout the month of April, BAM's digital team scheduled social media posts that linked back to the page, and at the end of the month, this page transitioned into an evergreen STEAM learning page, which will highlight these programs and resources throughout the year.

Media coverage included a story on KTNV Ch. 13 with Outreach Services Manager **Emilee Wirshing** and Outreach Services Specialist **Sylvia Riesselman** about [STEAM Month activities at the Library District on April 10](#), which also appeared as a [web story](#).



Latino Radio Network

As part of the Library District’s partnership with **The Latino Media Network**, Windmill Library’s Youth Services Librarian **Alejandra Castellanos-Mata** and Centennial Hills Library Multiservice Assistant **Araceli Noriega** were guests on the “Hablando De” program recorded on April 11. They talked about the Library District’s public education campaign Free To Be, as well as STEAM Month, the Indie Author Project contest, and signature events such as the Pirate & Princess Fair and Superhero Con. They also gave a sneak peek into our Summer Challenge program. “Hablando De” (“Chatting About”) highlights the great work of associations, organizations, and events that empower the under-represented Latino and POC communities in Las Vegas, and airs on 98.1, 99.3 & 103.5.



Library District Mobile App Preparation & Continued Communico Software Integration

BAM is working with IT, Community Engagement, and Library Operations staff to conduct mobile app testing for Apple and Android devices. This feedback will be shared with Communico Senior Partnerships Director **Marcie Schneider** to implement our enhancement requests where they can. Once the new app has been approved by our internal testing team, it will then be shared with the Library District staff for feedback, while BAM preps for the public launch, planned for fall 2024.

This new software will provide customers with another great tool to: 1) learn about our upcoming events and programs, 2) place holds on items from our collection, 3) access online resources, 4) make it easy to discover free services and resources, and so much more! The Communico-hosted mobile app will seamlessly pull Library District events and programs entered into Communico Attend, which are posted on TheLibraryDistrict.org.

BAM is working on a branded name and design, plus promotional assets to support the public launch once the app goes live:

- Create a landing page on TheLibraryDistrict.org to detail the mobile app and the available features for cardholders.
- Create promotional graphics for the website, social media platforms, newsletters, print ads, and flyers.
- Design and order interior and exterior signage for all branches.

BAM will manage the app and pair it with our website to make it seamless for customers. It will be offered for free from the leading app stores on Google and Apple. Stay tuned for continued updates on the Communico project.

Powerful Programs

Teen Empowerment Summit at Whitney Library

BAM promoted Whitney Library's Teen Empowerment Summit signature event with the following activities:

- Flyers, posters, and social media graphics.
- Created social posts to promote the event and attended to provide real-time coverage.
- Provided photos and video to the news media, which resulted in the following editorial coverage:
 - KLAS 8 News Now, [Teen Empowerment Summit at Whitney Library](#) (Apr. 7)

Superhero Con at Rainbow Library



BAM promoted Rainbow Library's new signature event, Superhero Con, with the following activities:

- Creation of an event logo, plus flyers, posters, and social media graphics.
- Created social posts to promote the event and worked with the branch to create unique vertical video content to increase awareness.
- BAM's digital team attended the event to provide real-time social media coverage and capture content to promote next year's event.
- Provided photos and video to the news media, which resulted in the following editorial coverage:
 - KSNV Ch. 3, [Families Gather to Celebrate Superhero Con at an Event Held at the Rainbow Library](#) (April 30)
 - KLAS Ch. 8, [Superhero Con at the Rainbow Library, Cosplay, Comics and More!](#) (April 28)

Powerful People

Media Coverage Highlights

Additional media coverage in April included:

Las Vegas Review-Journal, ['A Great Safe Space': West Las Vegas Library Turns 50 As Community Celebrates](#) (Apr. 24)

KLAS 8 News Now, [EmployNV Career Expo and Workshops Job Fair](#) (Apr. 24)

KLAS 8 News Now, [First Ever EmployNV Career Expo Featuring Workshops, Job Fair Coming to Las Vegas Valley](#) (Apr. 24)

KSNV Ch. 3, [NASA Flight Center Director to Headline Las Vegas Science and Technology Festival Talk](#) (Apr. 23)

KTNV Ch. 13, [Small Business Resource Fair](#) (Apr. 23)

Telemundo, [Job Fair at Sahara West Library](#) (Apr. 15)

KLAS 8 News Now, [Las Vegas Woman Aims to Fight 'Period Poverty'](#) (Apr. 4)

Telemundo, [The Enterprise Library Selling Books and CD's](#) (Apr. 4)

KLAS 8 News Now, [Las Vegas Woman Aims to Fight 'Period Poverty'](#) (April 4)

Black Image, [Las Vegas-Clark County Libraries Engage the Community! Two Las Vegas-Clark County Library locations recently held engaging events that brought families together](#) (April issue)

Black Image, [Horsford Secures \\$500K for Library Construction, Money Will Help Fund the New West Las Vegas Library](#) (April issue)

Eat More Art! Vegas, [A Public Fit Theatre Company to present Exit, Pursued by a Bear March 29-30 Held at the Clark County Library Theater](#) (March 29)

#WeAreTheLibraryDistrict - #FreeToBe Employee Spotlight on Social Media

BAM's digital team is working on a new, ongoing initiative to spotlight the Library District's diverse and talented staff on social media. The goal of this content is:

- Reflect how the Free To Be public education campaign is inherent in everything we do for our customers.
- Use short-form vertical videos to showcase the amazing work that our staff does across the Library District.
- Demonstrate the Library District's fun, creative, dedicated employee culture, which we hope will attract new employee applications.
- Tie into National Heritage Months to spotlight staff across the Library District who represent these important audiences.

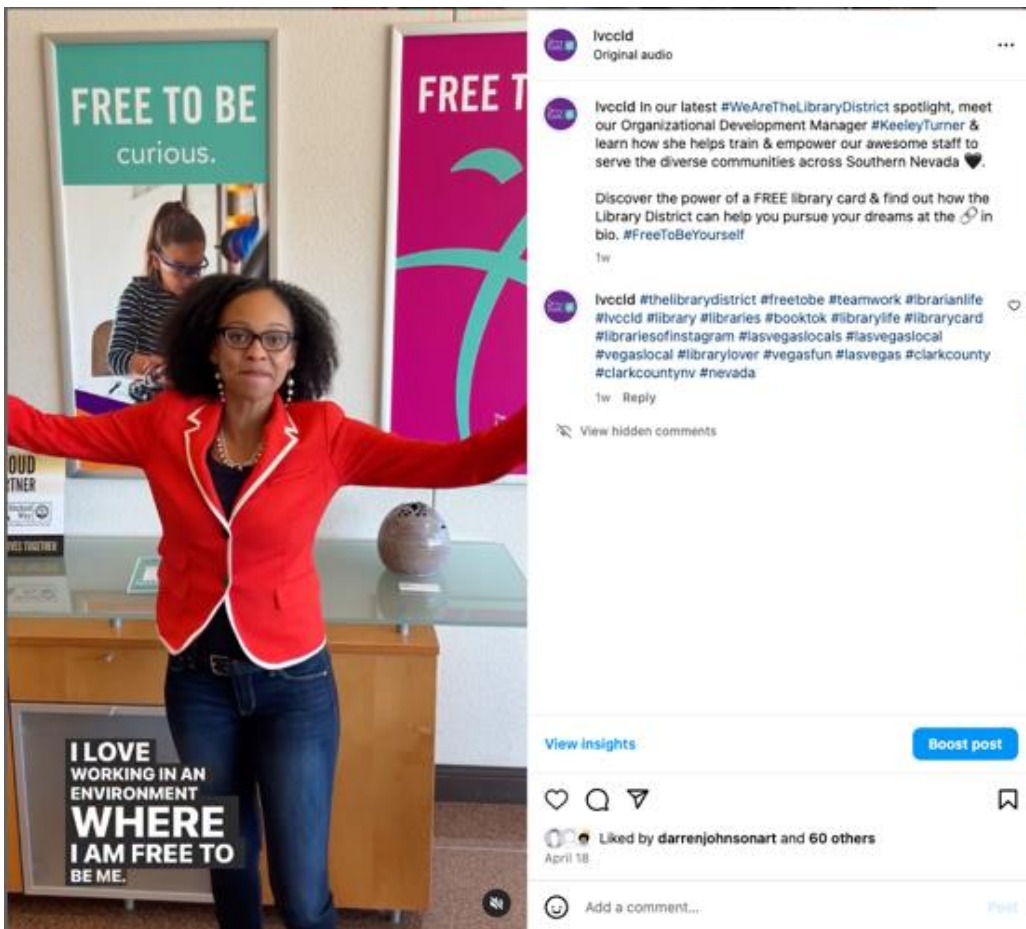
To date, three videos have been created and published. The staff featured include:

- Whitney Library Branch Manager Billy Allen in celebration of Black History Month.
- Youth Services Manager Shana Harrington in celebration of Women's History Month.
- Organizational Development Manager Keeley Turner was featured to spotlight our HR Department.

Forthcoming videos that are currently in development include:

- Assistant IT Director Ron Melnar (Military Appreciation Month in May)
- Indian Springs Branch Associate Marie "Jett" Reed (Asian American, Native Hawaiian/Pacific Islander Heritage Month in May).
- BAM Senior Digital Designer Cierra Pedro (Asian American, Native Hawaiian/Pacific Islander Heritage Month).
- West Las Vegas Library Branch Manager Lenika Coleman.
- Blue Diamond Library Branch Associate Kirsten Hoerner (Pride Month in June).

In addition to being shared on social media, BAM also uploads them to our Virtually Anywhere YouTube channel and [adds them to a dedicated playlist](#).



Keeley Turner shares her positive Library District work experience, which lets her be “Free To Be me!”

Powerful Platforms

BAM Advertising Campaigns

Print Ads:

Free To Be	Las Vegas Weekly	11-Apr	Full page	\$3,000.00
	Asian Journal	11-Apr	Half Page	\$800.00
	Black Image	April	Full Page	\$2,000.00
	Desert Companion	April/May	Full Page	\$3,125.00
STEAM	Las Vegas Weekly	4-Apr	Full Page	\$3,000.00
	Asian Journal	4-Apr	Half Page	\$800.00
	Black Image	April	Full Page	\$2,000.00
	Desert Companion	April/May	Full Page	\$2,800.00

Summer Challenge Preview	Asian Journal	18-Apr, 25-Apr & 2-May	Half Page	\$2,400.00
	RJ en Español	17-Apr, 24-Apr & 1-May	Full Page	\$1,200.00
	Las Vegas Review-Journal	19-Apr, 22-Apr & 29-Apr	Half Page	\$2,700.00
	Las Vegas Weekly	18-Apr	Full page	\$3,000.00

[Library Highlights eNewsletters - Graphics/Software Results](#) [LJ3]

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 March & April eNewsletter campaigns:

March 20 Issue: Teen Empowerment Summit + NEW VGK T-shirts + Faces of Hip Hop

Topics: 2nd Annual Teen Empowerment Summit at Whitney Library on April 7; upcoming Library District outreach dates at Vegas Golden Knights home games on April 2 and 12; [Gallery Tour video with local artist Stephanie Amon](#) to help promote the “Faces of Hip Hop” exhibit that is currently on display at Whitney Library; Upcoming must-see events selected by PVS & YS; and the Fair Housing Month Community Resource Fair on April 13 at the East Las Vegas Community Center.

- 136,747 unique opens with a 37.7% percent open rate
- 2,136 unique clicks generated
- Sent to 362,574 unique emails
- 446 unsubscribes

Following the March 20 eNewsletter, 8,632 cardholders used OverDrive within 7 days of opening the message; 2,698 circulated a physical item; and 1,444 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 1,368 Occasionals (users who have not used the library in 3-12 months), and 541 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 116 Bright Future users (Teen cardholders).

March 22 eBlast: Celebrate Women’s History Month at the Library District with Events, Music, Movies & More

Topics: This eBlast was sent to let cardholders know about the Library District’s free programs, art exhibits, online resources, and curated staff lists to celebrate Women’s History Month.

- 133,451 unique opens with a 36.9% percent open rate
- 1,772 unique clicks generated
- Sent to 361,967 unique emails
- 363 unsubscribes

Following the March 22 eBlast, 8,703 cardholders used OverDrive within 7 days of opening the message; 2,666 circulated a physical item; and 1,466 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 1,358 Occasionals (users who have not used the library in 3-12 months), and 538 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 114 Bright Future users (Teen cardholders).

April 4 Issue: April is STEAM Month + Get Lost in Nevada + Meet Smokey Bear + Celebrate Laughlin Library

Topics: The Library District's free programs, resources, and online learning tools to celebrate STEAM Month; Get Lost in Nevada at Sunrise Library details; Celebrating 30 Years of Service at Laughlin Library; 2024 Indie Author Project; and upcoming must-see events selected by PVS & YS.

- 134,996 unique opens with a 37% percent open rate
- 3,473 unique clicks generated
- Sent to 364,446 unique emails
- 357 unsubscribes

Following the April 4 eNewsletter, 8,853 cardholders used OverDrive within 7 days of opening the message; 2,699 circulated a physical item; and 1,519 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 1,312 Occasionals (users who have not used the library in 3-12 months), and 491 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 113 Bright Future users (Teen cardholders).

April 17 Issue: Customer Service Appreciation Day + West Las Vegas Celebrates 50 + Superhero Con

Topics: The Library District's annual Customer Service Appreciation Day details; 50th Anniversary of West Las Vegas Library Celebration; Rainbow Library's first-ever Superhero Con; Summer Challenge early registration details; Upcoming must-see events selected by PVS & YS; Nevada Small Business Resource Fair at Sahara West Library; and information about the Social Influence Foundation Career & Resource Fair.

- 146,593 unique opens with a 40% percent open rate
- 4,356 unique clicks generated
- Sent to 366,743 unique emails
- 395 unsubscribes

Following the April 17 eNewsletter, 9,139 cardholders used OverDrive within 7 days of opening the message; 3,213 circulated a physical item; and 1,709 utilized Hoopla.

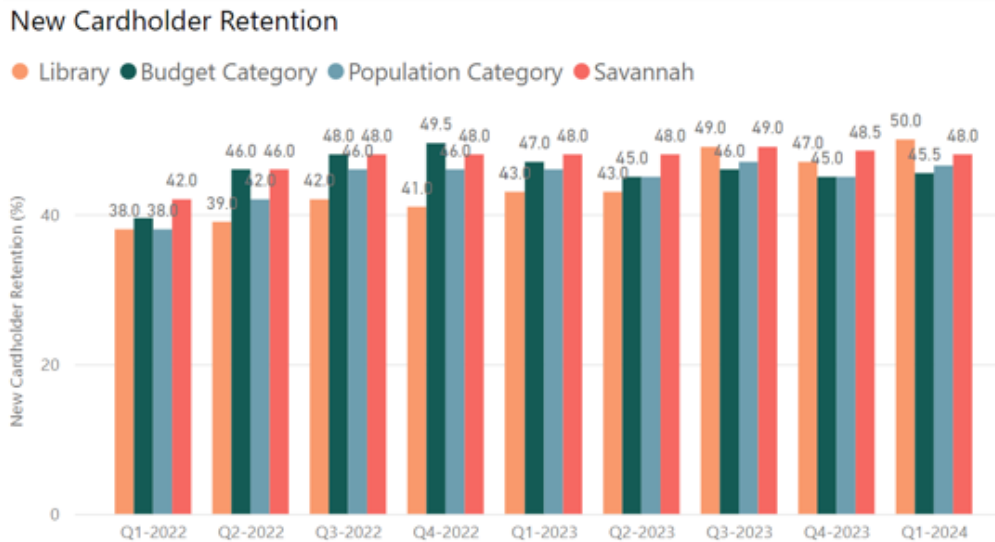
This email was also sent to Lapsed users (cardholders who had not used their cards in more than 3 months), and we saw re-engagement of 1,268 Occasionals (users who have not used the library in 3-12 months), and 597 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 104 Bright Future users (Teen cardholders).

Branch Library Highlights eNewsletters (sent monthly to active library cardholders in residing zip codes)

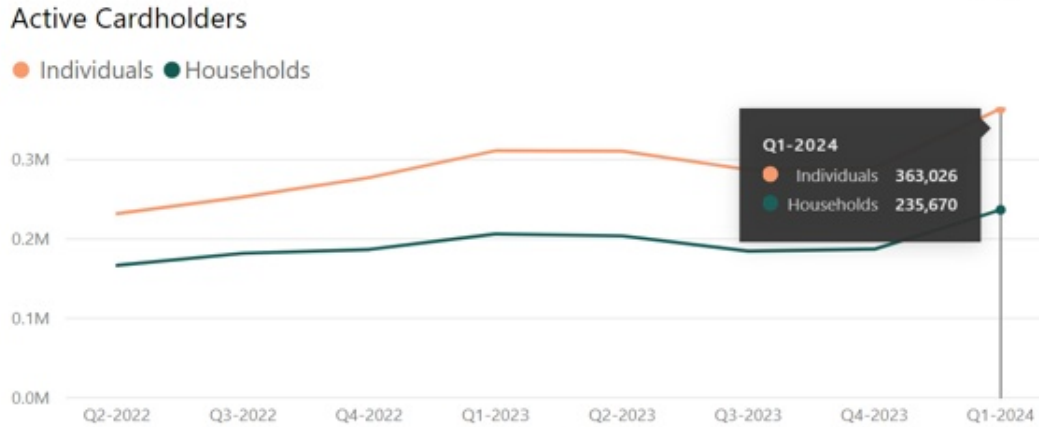
- Initial emails were sent out to all 25 branches' active cardholders residing in the respective service area zip codes on March 15
- The **average open rate for our 25 branch eNewsletters was 49.7%**, with an **average Click Through Rate (CTR) of 7%**. This is an impressive start and shows our cardholders are actively looking to hear from their home library
- **555** Occasionals were Reengaged
- **106** Inactives were Reengaged
- **3,153** physical items were checked out from the Library District's catalog
- **3,964** items were checked out from Overdrive
- **1,006** items were checked out from hoopla

Cardholder Retention Campaign Highlights

- New Cardholder Retention Rate has increased to 50% as of Q1 of 2024, which is an increase of +7% from Q2 of 2023:



- The total number of active cardholders increased from 309,666 to 363,026 in the past 9 months, which is a +17% gain in new cardholders.



- Market Penetration increased to 18% between Q4 of 2023 and Q1 of 2024. This is the percentage of households in the Library District service areas that have actively used the library within the past 12 months. We went from 150,478 households to 160,849, which is an increase of +7%.

Google AdWords Grant Update

Brief Overview of the Campaign's Benefits:

- 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 approximately \$10,000 per month in Google AdWords credits (or up to \$100,000 per year).
- Google connected BAM with Nonprofit Megaphone, an agency that specializes in executing the Google Grant, helping us to optimize designated keywords that are selected from Library District and Foundation priorities and promoted through TheLibraryDistrict.org.
- When people conduct 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. For example, when someone Googles "Harry Potter," Google will produce the Library District's copies of the Harry Potter series in the ad search results.
- These monthly Google Grant campaigns help to increase our overall Google SEO and drive more qualified traffic to our website.

Monthly Campaign Results:


- [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 (March 2024):
- Our ads generated **4,736 clicks** and **15,812 impressions**, resulting in a **CTR (Click Through Rate) of 29.95%**. The Library District 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.

- The Library District's Google search impression percentage remained high in March at 89.25%.
- In March, our Google Grant ads to help promote the Library District's free Tax Preparation Assistance Program in partnership with AARP received 272 impressions and 95 clicks, generating an 8.41% CTR.
- 120 people submitted an application for an Instant eCard by clicking on an ad.
- 36 people made calls to the library after seeing a Google Grant ad.
- The number of people looking for their local library branch remained strong, with ads to help people "Find a Location" generating 2,493 clicks.
- The keyword search of Google for "Support Public Library" has remained a top user search, with 499 people seeing our ads after searching. This generated 178 clicks to the ads, resulting in a keyword CTR of 35.67%.

Social Media Highlights




 **American Library Association**
@ALALibrary

🏆 @LVCCLD is awarded the 2024 Library of the Future Award for its 'Free to Be Connected' initiative, which incorporated three pioneering programs to directly support and impact underserved communities.

 **ALA News** @alanews · Apr 8
ALA/Information Today, Inc. announce 2024 Library of the Future Award
ift.tt/gcl41yv

2:11 PM · Apr 15, 2024 · 3,803 Views

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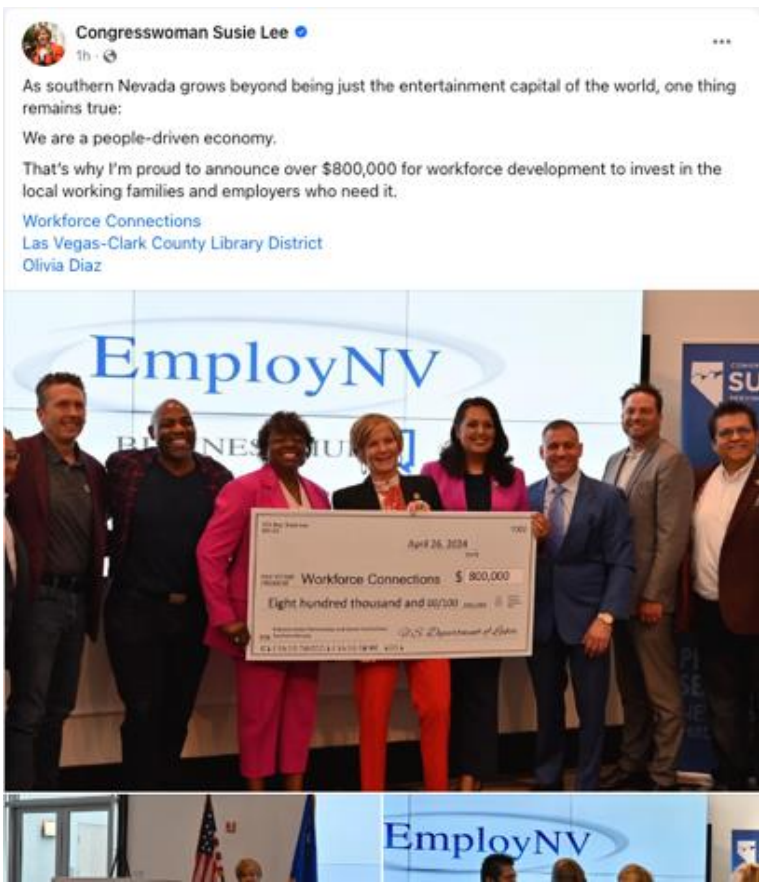
 **Commissioner William McCurdy II**
@CommishMcCurdy

Today, I had the honor to present a proclamation to the @LVCCLD and the Silver State Fair Housing Council, recognizing their invaluable contributions to our community. Here's to their continued dedication to education and equality!



 Clark County Nevada

9:42 AM · Apr 16, 2024 · 278 Views



Michael Naft
@CommishNaft

The #Laughlin Library celebrated 30 years yesterday! I was thrilled to be part of the celebration @LVCCCLD 🎉



1:39 PM · Apr 11, 2024 · 34 Views

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3 KSNV News 3 Las Vegas
@News3LV

The Las Vegas–Clark County Library District is partnering with Illuminarium and Meow Wolf for an out-of-this-world experience.



Library district launches new monthly, interactive storytime at Illuminarim Las Vegas

From news3lv.com

10:12 AM · Apr 16, 2024 · 850 Views

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Top Social Media Posts March 2024

Facebook:

Our top Facebook post for the month was to help promote the availability of the free Lil Learners Activity Kit at Enterprise Library. This post generated **4,242 organic impressions, 661 user engagements, including 26 comments & 9 shares**, which helps to increase the total reach of the post.



X (Formerly Twitter):

Our top-performing post on X was sharing the promotional video that BAM created to promote Windmill Library’s annual signature event, Mystic Fair on Saturday, March 23. This post generated **5,272 organic impressions, 42 user engagements & 2 comments of the post**.



Instagram:

Our most popular post on Instagram for March was a video from West Charleston Library Multimedia Supervisor **Ryusuke Abe**, spotlighting the solar eclipse event on March 30, by The Dale Etheridge Planetarium at CSN. This post generated **3,441 plays, 2,127 user accounts reached, 240 total user engagements, & 39 shares of the post**. This Instagram Reel also reached 15.7% user accounts who don't currently follow the Library District. This demonstrates the power of posting fun videos to promote branch programming, rather than traditional static images. You will be seeing much more of this on the Library District's channels!



LinkedIn:

Our top-performing post on LinkedIn was to share the Library District's new online job application portal. This post generated **665 organic impressions, 107 total user engagements, plus 85 link clicks**.



**Analytics for Web & Social Media: March 2024 + 30-Day Comparison +
Year-Over-Year**

Library District Facebook

	Fans	Impressions	Post Engagements	Link Clicks
March 2024 Statistics	17,895	149,072	4,004	211
% Gain from February	+1%	-89%	-80%	-98%
% Gain from March 2023	+13%	-43%	-55%	-76%
% Gain from March 2022	+31%	+42%	-11%	-21%

Notes: With the exception of an increase in Total Fans, our analytics were down as we did not run a dedicated Facebook Ad campaign as we did in February to promote the annual Library Lovers Month promotional giveaway. We will get another boost starting in May from the dedicated Facebook Ad campaigns we will be running to promote the start of the Summer Challenge reading and activities program. While Facebook remains the largest social media platform, getting more organic engagement continues to be a challenge, but more branch-submitted content and vertical videos greatly helps with this as Facebook remains an important communication and promotional tool. We continue to create Facebook Events for select CE/LO programs which help increase the awareness and attendance for these events.

Library District X (Formerly Twitter)

	Followers	User Engagements	Organic Impressions	Link Clicks
March 2024 Statistics	4,503	1,120	60,832	74
% Gain from February	+.5%	-13%	-13%	-45%
% Gain from March 2023	+3%	-67%	-68%	-62%
% Gain from March 2022	+14%	-51%	-36%	-62%

Notes: We increased Total Followers, but overall user growth and engagement is continuing to trend down as this social media platform struggles to attract new users and retain current users. There are still considerable local government and organizations, along with local and national media who are still utilizing this social media platform. BAM will continue to closely monitor our monthly analytics to see how they may be further impacted as more users and brands could opt to no longer engage with content or leave this social media platform. BAM continues to share links to upcoming CE/LO events and priority landing pages on our website, along with sharing local and national resources, spotlighting the Library District’s powerful partnerships, plus timely and diverse staff lists created by the website content committee.

Library District Instagram

	Followers	User Engagement	Impressions	Total Likes	Total Comments
March 2024 Statistics	7,887	3,803	104,571	3,111	131
% Gain from February	+3%	-34%	-89%	-33%	-39%
% Gain from March 2023	+26%	+33%	+4%	+37%	-33%
% Gain from March 2022	+55%	+55%	+23%	+48%	-33%

Notes: Except for Total Followers, our key analytics on Instagram were down month-over-month, as we did not have a larger promotion with a dedicated Facebook and Instagram ad campaign running like we did in February for Library Lovers Month. We did generate year-over-year gains in Total Followers, User Engagement, and Total Impressions. BAM continues to utilize the IG Stories feature to promote the weekly priority events and programs happening across the Library District using the designed promotional graphics. BAM also provides monthly social media training classes for branch staff. BAM is actively working with them to create more organic photos and short-form vertical videos to help promote their upcoming events/programs. This content performs better on this social media platform compared to sharing digital versions of promotional flyers.

Library District LinkedIn

	Followers	Impressions	User Engagement	Post Shares	Link Clicks
March 2024 Statistics	2,694	9,597	1,559	5	1,268
% Gain from February	+2%	-11%	-47%	-71%	-47%
% Gain from March 2023	+32%	+39%	+50%	-88%	+181%
% Gain from March 2022	N/A	N/A	N/A	N/A	N/A

Notes: We increased our New Followers month-over-month but were down in our other key LinkedIn analytics month-over-month. We are encouraged to post year-over-year gains in New Followers, Impressions, User Engagement, and Link Clicks. 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
March 2024 Statistics	1,693	24,200	112.8 hrs	1 min 54 sec
% Gain from February	+2%	+30%	-1%	-14%
% Gain from January 2023	+23%	-19%	-18%	-28%
% Gain from January 2022	+47%	+2%	-4%	-64%

Notes: We increased our Channel Subscribers and Total Impressions but did have a small decline in Total Channel Watch Time and Average View Duration. BAM continues to set up YouTube livestreams for the monthly Board of Trustee meetings, but staff-submitted virtual programming has slowed. With more focus on developing in-branch programming, the creation of new virtual programming content and uploading it consistently continues to be critical to our sustained growth on this important social media platform. Uploading video content regularly is prioritized by YouTube’s algorithm and BAM is working on adding more promotional shorter vertical videos for social media to help add more content while longer-form content is being developed.

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

	Unique Users	Unique Homepage Views	Engaged Sessions	Engaged Sessions Per User	Average Engagement Time
March 2024 Statistics	154,000	126,429	364,946	1.69	2 min 6sec
% Gain from February	-3%	+1%	+2%	+4%	+3%
% Gain from March 2023	%	%	%	%	%
% Gain from March 2022	%	%	%	%	%

Notes: We saw a small dip in Unique Visitors to the website as there was no larger promotion or giveaway as we ran in February for the annual Library Lovers Month promotion. We still increased our key website analytics for Unique Homepage Views, Engaged User Sessions, Engaged Sessions Per User, and Average Engagement Time. We will build on this momentum in May by promoting the annual Summer Challenge reading and activities program.

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

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Matt McNally, Community Engagement Director

DATE: April 30, 2024

SUBJECT: Community Engagement Activity Report, May 2024

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 **March 1, 2024 – March 31, 2024**.

POWERFUL PEOPLE

- Presented a short seminar for the highest-level Adult Basic Education students outlining available opportunities and next-steps to pursue interests in the workforce.
- Promoted Maker March and STEAM at the library during an interview on Fox 5 with Nkiruka Azuka.
- Developed plans with Ron Schnese to bring teen programming to the LGBTQIA+ Center.
- Hosted public receptions for exhibits by Jack Proctor at West Charleston Library, Hans Van de Bovenkamp at Summerlin Library, Brian Higgins at Enterprise Library, and Lel Kihm, James Kim, and Clay Arts Vegas at Sahara West Library.
- Met with Executive Director of the Las Vegas Art Museum Heather Harmon to discuss arts programming.
- Las Vegas digital artist David Jenkins donated fractal art prints to the Library District's permanent art collection.
- Toured Alexa Gilweit's art studio and discussed her planned exhibit at Sahara West Library.
- Spoke to John Pfeiffer at Prince Georges County Memorial Library about the Library District's partnership with Workforce Connections.

POWERFUL PLACES

- Windmill Library held *Mystic Fair* with presentations from Outreach Services on Tarot for Teens and Tarot for Self-Care, and Summerlin Library held *Chalk it Up! Festival*. The Library District hosted and assisted eight local artists and accepted their donated chalk art into the Library District's permanent art collection.
- West Charleston Library hosted a Southern Nevada STEAM Networking meeting that was attended by library staff.
- Attended art receptions at Core Contemporary, First Friday, and Donna Beam Gallery.
- Hosted the Annual Spelling Bee at West Las Vegas Library and promoted literacy to 3rd, 4th, and 5th grade students.

- Hosted the Nevada Women's Forum at Whitney Library to discuss challenges that women face in the workplace.
- Supported the program *Twist* at Spring Valley Library. Customers celebrated a music release and engaged in intergenerational activities to win prizes.
- Supported *World Pokémon Play Day* at Rainbow Library.
- Toured RTC Bike Share staff through the East Las Vegas Library. Continued partnership discussions to place e-bikes on location at East Las Vegas and the new West Las Vegas libraries at no cost to the Library District.

POWERFUL PARTNERSHIPS

- Updated Library District information with Nevada 211.
- Met Burlington English representatives to learn about available opportunities for Integrated Education and Training to meet WIOA goals.
- Visited CCSD classrooms and read to students during Nevada Reading Week.
- Promoted library services at the Autism Cares Resource Fair hosted by the City of Las Vegas.
- Participated in Education Day for Leadership Las Vegas and informed class members about Library District programs and services.
- Conducted STEAM activities for families at the annual 94.1 Hop and Shop at Town Square.
- Connected with community members at the Senior Resource Fair held at the Bill and Lillie Heinrich YMCA and the ARC Family Health Fair at the Chuck Minker Sports Complex.
- Inspired hockey fans to visit their local library before the Vegas Golden Knights game at the T-Mobile Arena.
- Celebrated Women's Month at the International Women's Resource Fair hosted by Councilwoman Olivia Diaz.
- Partnered with Clean the World to provide mobile shower units at East Las Vegas Library twice a month.
- Partnered with Vegas City Opera to celebrate Women's History Month at three libraries.
- Hosted *The Women Who Saved History*, a live podcast recording.
- Hosted a Pop-Up Resource Fair with Nevada Homeless Alliance.
- Partnered with students from four CCSD schools to hold *Fruits of Our Labor, Spring Market*. The event culminated with an award presentation to the class that grew the largest beet weighing 4.9 pounds.
- Partnered with ROSE Foundation and EmployNV to host a job fair for 175 customers.
- Confirmed community partner support for *Summer Challenge 2024*. Partners include: NBA Summer League, Tomorrow's Stars Foundation, Meow Wolf, RTC Bike Share, Vegas Golden Knights, University of Nevada Extension, Panda Express, Illuminarium, Raising Cane's Chicken Fingers, Pinkbox Doughnuts, Vegas PBS, Three Square, Las Vegas-Clark County Library District Foundation, and Get Outdoors Nevada.
- Attended the NV STEAM Network convening.
- Hosted Pet Partners of Las Vegas at the Library District's Department Head Meeting to inform staff of the new mental health partnership.
- Visited Hoover Dam to establish a Green Week programming partnership.
- Partnered with Illuminarium and Meow Wolf's Omega Mart to provide monthly outreach storytimes at their locations. Both partners supported *Summer Challenge 2024* with tickets as prizes for customers.
- Met with Workforce Connections and Library Operations to clarify staff operation expectations at the West Charleston Library Youth Hub.

POWERFUL PLATFORMS

- Joined 3,000 adult learning providers at the Coalition on Adult Basic Education (COABE) national conference held in Nashville, TN.
- Responded to local business partners expressing desire to support *Summer Challenge 2024* via Opportunity Marketing.
- Met with Branding & Marketing to advance a partnership webpage using the Monday.com CRM platform. Worked with Xtiva to establish scope, project management boards, and forms.
- Conducted a Library Operations/Community Engagement staff programming meeting.
- Participated in a Library District STEAM Truck committee meeting.
- Met with Adult Learning Program staff at Clark County Library to introduce Microsoft Shifts and explain potential uses of the platform for building staff schedules.
- Attended Hiveclass training, substance abuse training, and Library Operations and Programming Services meetings.
- Participated in administrative teambuilding exercises.
- Provided Human Resources a list of library comparators to conduct a staffing analysis.
- Drafted suggested language to revise/update facility use policies.

HIGHLIGHTED EVENTS

UMC Health Fair and Car Show
Outreach – Clark County Amphitheater



Pokémon Play Day
Whitney



Maker March STEAM Demo
Outreach – Fox 5, Studio 5 Live



Twist
Spring Valley



Wizarding Days
Outreach – Discovery Children’s Museum



94.1 Hop and Shop
Outreach – Town Square



Chalk it Up! Festival
Summerlin



COABE Conference Professional Development
Nashville, TN



Lel Kihm: Color Me Skeptical
Sahara West



Inside the Mind of Hans Van de Bovenkamp
Summerlin



James Kim: Korean Calligraphy
Sahara West



David Jenkins Art Donation
Library District Permanent Collection



Mystic Fair
Windmill



A Woman's Thoughts in Song
Windmill



Annual Spelling Bee
West Las Vegas



Isabelle Ivy
Windmill



Acoustic Eidolon
East Las Vegas



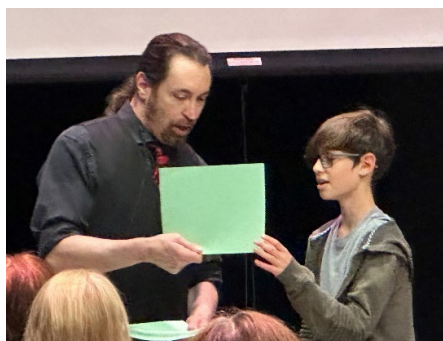
The French Trio
Rainbow



Exit, Pursued
Clark County



Extra-Sensory Performance by Keith Zalinger
Clark County



Nevada Women's Forum
Whitney



Sound Healing Meditation
Clark County



Pet Partners of Las Vegas
Windmill



Grand Opening
Outreach Event – NPHY



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**Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
March 2024**

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	681	17	1,395	5	35	11	41	9	473	16	536	0	0	36	1,050			
BUNKERVILLE	186	23	894	1	69	2	2	192	629	7	86	0	0	201	717			
CENTENNIAL HILLS	32,462	2	28,180	577	2,265	27	265	61	1,747	22	528	24	459	134	2,999			
CLARK COUNTY	13,361	8	30,011	840	5,402	39	3,077	117	1,506	50	1,675	26	1,040	232	7,298			
EAST LAS VEGAS	10,300	12	23,524	1,086	4,280	83	2,237	41	277	73	2,077	16	831	213	5,422			
ENTERPRISE	15,466	6	17,690	361	2,266	22	62	189	1,336	50	1,516	19	528	280	3,442			
GOODSPRINGS	174	24	190	4	29	1	3	3	67	1	6	0	0	5	76			
INDIAN SPRINGS	653	18	3,343	8	109	8	417	4	33	216	156	0	0	228	606			
LAUGHLIN	4,034	14	5,294	58	800	28	341	13	210	1	300	6	98	48	949			
MEADOWS	487	20	1,802	23	166	16	39	12	48	16	340	0	0	44	427			
MESQUITE	6,409	13	9,948	171	1,231	66	718	72	760	17	329	5	44	160	1,851			
MOAPA TOWN	310	21	1,025	3	60	2	8	4	31	19	96	0	0	25	135			
MOAPA VALLEY	3,079	16	3,037	21	260	10	58	20	313	7	36	0	0	37	407			
MOUNT CHARLESTON	167	25	1,243	0	13	10	68	11	81	11	56	0	0	32	205			
RAINBOW	19,371	4	21,152	373	2,566	47	896	61	2,147	52	2,592	17	232	177	5,867			
SAHARA WEST	35,260	1	31,369	531	2,846	23	763	38	1,484	3	107	31	297	95	2,651			
SANDY VALLEY	514	19	1,126	4	45	4	9	2	42	0	0	0	0	6	51			
SEARCHLIGHT	226	22	870	6	18	1	6	1	0	24	88	0	0	26	94			
SPRING VALLEY	12,656	11	20,076	283	3,087	12	102	80	2,044	55	1,797	0	0	147	3,943			
SUMMERLIN	18,703	5	21,934	285	1,331	18	204	12	551	16	2,737	14	321	60	3,813			
SUNRISE	12,832	9	15,999	329	2,115	19	117	29	669	59	1,905	0	0	107	2,691			
WEST CHARLESTON	12,760	10	21,166	278	2,384	79	800	44	492	109	1,773	19	1,040	251	4,105			
WEST LAS VEGAS	3,563	15	16,352	204	3,083	5	246	63	561	56	1,601	8	872	132	3,280			
WHITNEY	13,460	7	18,130	335	2,925	65	900	78	1,296	22	838	8	57	173	3,091			
WINDMILL	29,614	3	35,797	1,190	3,030	22	736	38	1,775	21	2,022	17	266	98	4,799			
WINDMILL SERVICE CENTER	734,650		0	4,361	92,824	372	5,259	91	3,147	19	2,805	0	0	482	11,211			
2024 MONTHLY TOTAL	981,578		331,547	11,337	133,239	992	17,374	1,285	21,719	942	26,002	210	6,085	3,429	71,180			
FY 23-24 YTD TOTAL	8,416,290		2,841,946	87,846	1,095,903	10,137	128,958	8,828	155,984	7,556	238,488	1,909	73,234	28,430	596,664			

ANNUAL MONTHLY COMPARISON															
2023 MONTHLY TOTAL	981,496		357,512	9,282	98,662	1,138	14,693	1,067	23,953	735	29,350	226	6,897	3,166	74,893
% CHANGE	0%		-7%	22%	35%	-13%	18%	20%	-9%	28%	-11%	-7%	-12%	8%	-5%

ANNUAL YTD COMPARISON															
FY 22-23 YTD TOTAL	8,062,362		3,006,902	77,496	805,919	9,432	126,008	8,078	156,815	6,053	201,106	2,016	74,403	25,579	558,332
% CHANGE	4%		-5%	13%	36%	7%	2%	9%	-1%	25%	19%	-5%	-2%	11%	7%

ANNUAL MONTHLY COMPARISON															
2022 MONTHLY TOTAL	872,685		307,670	6,762	101,538									2,734	60,681
% CHANGE	12%		8%	68%	31%									25%	17%
2021 MONTHLY TOTAL	754,839		288,655	4,046	91,554									1,441	24,498
% CHANGE	30%		15%	180%	46%									138%	191%
2020 MONTHLY TOTAL	743,198		229,974	10,076	83,637									975	24,271
% CHANGE	32%		44%	13%	59%									252%	193%

ANNUAL YTD COMPARISON															
FY 21-22 YTD TOTAL	6,954,908		2,572,342	49,708	781,588									19,279	421,751
% CHANGE	21%		10%	77%	40%									47%	41%
FY 20-21 YTD TOTAL	6,565,529		2,352,156	40,784	749,798									10,198	170,896
% CHANGE	28%		21%	115%	46%									179%	249%
FY 19-20 YTD TOTAL	8,543,548		4,096,687	72,668	1,290,451									18,349	501,857
% CHANGE	-1%		-31%	21%	-15%									55%	19%



ITEM VI.A.2.c.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: JoAnn Prevetti, MBA - Development

DATE: April 30, 2024

SUBJECT: Development Report – (Development Financial Report Attached), May 2024

Development Department Powerful Plays in April/May/June 2024

April – May to be written – \$140,000.00

LSTA - \$75,000 – Video Machine – Location not yet decided upon
Bank of America \$50,000 – Arts & Culture - Districtwide
Wynn - \$15,000 – Arts and Culture - Districtwide

Bookstore Sales – July 1, 2023 –March 31, 2024

\$186,308.05

Powerful Platforms/People/Partnerships/Places

April Meetings

4/1/24 – Hope for Prisoners Event
4/1/24 – Department of Education tour of West Sahara
4/2/24 – Mary C. Daly – President & CEO of San Francisco Federal Reserve
4/3/24 – Humana – re: #Get Carded for Health Program Continuation
4/3/24 – Michelle Cho – Wealth Management – Donor Meeting
4/5/24 – Latin Chamber of Commerce Breakfast
4/5/24 – Library Tour with Rebecca Wilson – Deputy City Attorney
4/8/24 – Rita Vaswani – VP NV State Bank – Donor Meeting
4/9/24 – Allison Loftus – Vegas PBS – Donor Meeting
4/9/24 – C.M. Chiller – County Manager – Library Discussion Meeting
4/11/24 – Bequest Donor Meeting in Mesquite
4/14/24 – 4/19/24 – Building Business Capability Conference, Orlando
4/17/24 – Summerlin Rotary Meeting via Zoom
4/18/24 – Brightline Ribbon Cutting Event with Nevada Federal Delegation
4/23/24 – Jeff Lund – Meow Wolf CEO – Donor Meeting – new donation
4/24/24 – Roger and Christy Jones – Vegas Tickets – Donor Meeting – expansion of program
4/25/24 – San Manuel Forging Hope Event @ the Palms
4/25/24 – UMC Leadership Meeting re: Library @ UMC
4/26/24 – Congresswoman Lee event @ Windmill
4/26/24 – Latin Chamber Luncheon
4/26/24 – Piper Overstreet – confirmed June meeting with Library
4/26/24 – Congresswoman Lee event @ West Sahara
4/26/24 – Best Buy Teen Tech Center Tour with Nevada State Library team

- 4/29/24 – Dawn Mack – Tan Foundation re: Program Funding
- 4/30/24 – Jocelyn Cousins – San Francisco Federal Reserve – Banking/possible donor event
- 4/30/24 – Nevada Commission on Ethics
- 4/30/24 – Eric Cardona – Senator Rosen's Office re: Cox Wifi Program

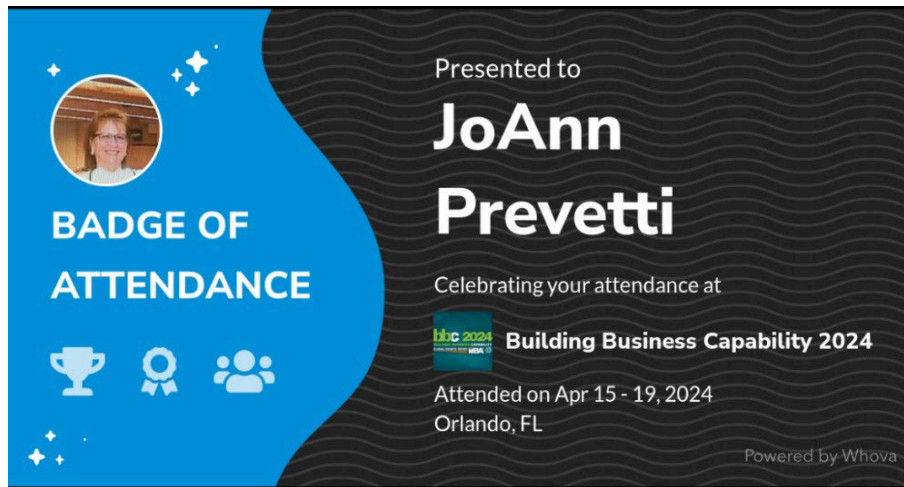
MAY MEETINGS

- 5/2/24 – Governor Lombardo @ West Sahara – West Sahara Small Business Fair
- 5/3/24 – Latin Chamber of Commerce Breakfast with Las Vegas Mayoral Candidates
- 5/3/24 – Speaking to Mesquite Club
- 5/7/24 – Summerlin Rotary Breakfast Meeting
- 5/7/24 – Vegas Chamber – Executive Women's Council event with the UFC
- 5/16/24 – Governor Lombardo @ Windmill – Correction Officers Graduation
- 5/16/24 – Joselyn Cousins – San Francisco Federal Reserve – Windmill Library Tour
- 5/17/24 – Dawn Mack – Tang Foundation re: Program Funding (2nd Meeting)
- 5/30/24 – Vegas Chamber Breakfast with Congresswoman Dina Titus
- 6/4/24 – Summerlin Rotary Breakfast
- 6/4/24 – Meeting with Piper Overstreet/Raiders
- 6/7/24 – Latin Chamber Breakfast

PENDING MEETINGS

- F-1 in Schools (had three meetings thus far)
- Karlos Lasane, II – Caesars Entertainment

###



Conference Report – JoAnn Prevetti, MBA

This was a great conference on how to align initiatives with solutions no matter what the obstacles are. Some of the programs I attended are:

Start with the Why Seminar.

- Analyzed the strategic context/environment.
- Discussed scenarios to understand different stakeholders’ perspectives, finding out where perspectives conflict and considering how to gain agreement.
- Analyzed and defined problems to better understand root causes and desired outcomes.
- Crystallized all of this into a clear “why” that can be used to help ensure there is a shared understanding.
- During this hands-on workshop, I practiced relevant techniques and walked away with a practical and applicable toolkit that I can immediately implement.

Strategic Planning with an Edge.

- Participated in strategic planning approaches to develop a roadmap for the Development Department with a methodology to solve business problems with many disciplines and techniques to enable strategy through analysis, ideation and prioritization steps leveraging Business Architecture.

Let your Data Tell the Story

- Worked on data models to solve a case study issue. ***Presented data model to seminar attendees to share a resolution for the problem.***

AI and Organizational Success

- Discussed AI capabilities and the essential building blocks required for effective AI solutions. This seminar aimed at expanding knowledge and understanding how to include AI in Development's business model.

Project Ownership

- Aligning the intersection of development with all library divisions to ensure proper ownership and project implementation.

Crucial Analysis Skill: Unlearning

- Becoming open to new possibilities through project challenges.

Navigating the Minefield – Understanding Organizational Politics

- Mastering the art of navigating organizational politics.

###



Development

JoAnn Prevetti, MBA
May '24 Board Meeting



Report through 4/30/24

FOUNDATION AWARDED	FOUNDATION PENDING	FOUNDATION NOT AWARDED	BOOKSTORE SALES July through February '24	DISTRICT AWARDED	DISTRICT PENDING	DISTRICT NOT AWARDED
\$341,307.65	\$890,487.00	\$453,000.00	\$186,308.05	\$756,500.00	\$30,024,131.00	\$15,005,000.00
			ONLINE DONATIONS Through 04/29/24			
			\$9,288.86			

April 2024 Data

DISTRICT AWARDED FUNDING through 4/30/24		Submitted – In Progress					
RTC Bus passes for Adult Education Students	\$1,500	Southern Stem Network Grant V	STEM Lab - Meadows	5,000		ALA – Financial Literacy for Kids (Mesquite)	\$5,000
Teen Tech Center (Best Buy)	\$10,000	OSIT	Stem Lab Centennial Hills	\$49,131		Congressman Horsford Appropriations	WLV \$9,500,000
ALA – Financial Literacy for Kids (West Sahara Library)	\$5,000	LSTA - (\$1,500 per staff member – awaiting final number)	Continuing Education for Staff	TBA		Congresswoman Lee	Rainbow \$5,000.000
Vegas PBS – Jobtimize Library Programming (funding for two years)	\$125,000	Google Ad Grants	Advertising on Google	\$120,000			
Whitney Teen Refresh – Shaw Contract	\$20,000	Literacy Programming	Library of Congress	\$150,000			
Microsoft (laptops/equipment)	\$95,000	Congresswoman Lee	Rainbow	\$5,000.000			
Congressman Horsford – WLV – Federal Appropriation Funding	\$500,000	Congressman Horsford Appropriations	WLV	\$9,500,000			
		Congressman Horsford Appropriations – Tutoring	District Wide	\$1,400,000			
		Senator Rosen – Appropriations	WLV	\$5,500,000			
		Senator Rosen Appropriations	Rainbow	\$5,500,000			
		Senator Rosen – Tutoring	District Wide	\$1,400,000			
		NV DOE	Adult Literacy	\$1,400,000			
TOTAL DISTRICT GRANTS AWARDED	\$756,500	TOTAL	PENDING	\$30,024,131	TOTAL	Not	\$15,505,000

	FOUNDATION AWARDED FUNDING 7/1/23 – 3/18/2024		FOUNDATION	SUBMITTED OR IN PROGRESS	GRANTS	FOUNDATION	DENIED GRANTS	
Anonymous Gaming Donor	Tutoring Funding	\$5,000	Aviators	Support Youth Programs *\$2,500-\$5,000 TBD	\$5,000	NAACP – Black Futures Lab	\$250,000	
Vegas Tickets	Enterprise Program Funding \$12k per year for 3 years	\$36,000	Intermountain Healthcare	Mobile Phone Program – People experiencing homelessness	\$100,000	Cox Lego Lab	\$5,000	
Kurt and Pamela Huffman Foundation	Restricted for Library Programming	\$5,000	Mercado	Latino Community Marketing	\$20,000	Superbowl	\$58,000	
Patricia S. Dent Legacy Charitable Fund	Restricted for Library Programming	\$16,507.37	Chase Bank	Library Programming	\$50,000	NV Energy	\$15,000	
Aviators	Library District Program	\$85.00	Boyd Gaming	Youth Programming	\$5,000	Palms Cares – we are still in our funding year and have to reapply in '25	\$100,000	
Rogers Foundation	Appraised Artwork – restricted to be donated to Library Art Gallery	\$21,800	Arts Here	Performing Arts	\$130,000	Library of Medicine	\$25,000	
Rogers Foundation	Estimated monetary value of artwork donated to sell to support library programs	\$5,000	United Way	Library Programming	250,000			
Meow Wolf	Summer Reading Challenge Admissions Tickets to Meow Wolf	\$1,000	MGM Foundation	Tutoring	\$80,000			
Derek Parent	477 appraised library collection books for foundation to sell to support Library District Programs	\$20,830	MGM International	Career Online High School	\$119,000			
Anonymous Donor	Lil Learners Program – Enterprise	\$1,000	NNLM	Mesquite Programming (mini grant)	\$2,487			
Bruce & Marjorie Norman	Foundation Programming	\$2,000	NV Humanities	Hip Hop Architecture (WLV)	\$2,000			
Kroger	Foundation Programming	\$1,221.19	Cox	STEAM @ Enterprise	\$10,000			
Cox	Unrestricted Funding	\$2,500	Wynn Charitable Giving	Hip Hop Architecture (WLV)	\$15,000			
Bright Funds Foundation	Foundation Programming	\$2,475	Humana	#GetCarded for Health	\$100,000			
Blackbaud Giving Fund	Foundation Programming	\$276						
Online Donations	Foundation Programming	\$7,113.09						
Eagle Promotions	Tutoring/Little Learners	\$2,500						
TOTAL PAGE ONE	Total Awarded Page One	\$130,307.65	Total Pending Grant Awards Page One		\$890,487	Total Denied	\$453,000	

	FOUNDATION AWARDED FUNDING 7/1/23 – 3/18/2024		FOUNDATION	SUBMITTED OR IN PROGRESS	GRANTS	FOUNDATION	DENIED GRANTS	
Nevada State Bank	Tutoring	\$5,000						
Best Buy	Teen Tech Center – Position Funding	\$154,000						
NV Dept of Education	Mentoring	\$20,000						
Latino Media Network	In Kind Media Promotion	\$20,000						
KME Architects	Hip Hop Architecture Funding	\$5,000						
Meow Wolf	Summer Reading Tickets	\$2,500						
Vegas Tickets	Expansion of Lil Learners Program (Enterprise)	\$6,000						
David L. Simon Foundation	Early Literacy (District wide)	\$3,500						
Meow Wolf	Summer Reading Challenge '24 Tickets	\$2,500.00						
TOTAL	Grant Total	\$341,307.65	Total Pending Grant Awards		\$890,487	Total Denied	\$453,000	



A few of our New and Continued Partnerships/Donors....





Congresswoman Lee @ Windmill and Sahara West





Mary C. Daly – President & CEO of the San Francisco Federal Reserve @ Windmill





Brightline Groundbreaking Ceremony

Transportation Secretary - Pete Buttigieg



Sarah Watterson – President - Brightline



Bill Hornbuckle – MGM Chairman





It's what we do...

Thank you!



ITEM VI.A.2.d.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Albert Prendergast, Chief Information Officer

DATE: April 30, 2024

SUBJECT: Information Technology Report, May 2024

This memorandum reports on the Information Technology (IT) division's activities and project updates for the month of April and analytics compiled from the period of March 1 to March 31.

POWERFUL PEOPLE

- IT division staff created the April edition 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).
- CBS staff provided one in-person *Making the Floating Collection Work for You* training session for District-wide staff to increase staff's understanding of the collection. CBS staff also worked with the Branding and Marketing staff to present one in-person *Staff List* training for District-wide staff.
- DC staff provided two in-person *Weeding 101* training sessions for District-wide staff to teach staff how to keep the collection relevant for our customers.
- ER staff facilitated vendor-provided training for the *Reference Solutions* online resources for District-wide staff to improve staff's ability to assist customers with these resources. *Reference Solutions* is the leading source for business and residential data in the United States and has over 356 million detailed historical, current, and new US business records. ER staff also provided one in-person iPad device management training for staff at the Windmill Library.
- I participated in training with the Administration Team on the sixth and seventh leadership modules, *Enforcing Performance Expectations* and *Empowering Performance Management*, provided by the Beckley Group. The Beckley Group will provide a culture assessment, team building, and leadership development training for the District.
- Our Network and Security Analyst attended the week-long *Fortinet Accelerate Conference* in Las Vegas and one Microcomputer and Network Analyst attended the annual week-long *Innovative User Group Conference* in Detroit, MI.
- Interlibrary Loan (ILL) staff provided one in-person *How To Fill Out an ILL Request Form* for District-wide staff to enhance staff's ability to assist customers with the service.
- IT division staff worked with the HR department to present the annual new leader onboard training to help prepare new District leaders for their supervisory responsibilities on topics related to the IT division (which consists of Access Services, CBS, and IT).
- ER staff developed an online resources scavenger hunt (in English and Spanish) for Youth Services to be included as a customer activity for the Summer Challenge; created content cards to promote various online resources on the District's website; and worked with

Branding and Marketing to create social media video content which featured timely and popular topics related to staff lists and streaming music on hoopla.

- Collection Development Librarian Jen Jost was promoted to the YPL Collection Development Librarian position and we are currently working with HR to recruit for her vacancy.

POWERFUL PLACES

- CBS staff added 2,369 titles with 11,720 new items to the collection and withdrew 6,091 items from the library catalog. The withdrawn items will either be resold or discarded. CBS staff also added 21,553 e-books and e-audiobooks and 16,378 new hoopla music records in 35 different languages to the collection. Additionally, 495 hoopla records were removed from our collection.
- DC staff provided fresh content to the Greater Clark County branches to help keep their collections relevant for customers.
- DC staff visited the Indian Springs, Mount Charleston, and Rainbow libraries to assist staff with assessing their collections.
- IT department staff continues to work with the Mobile App Implementation Team on the configuration of the various modules. The vendor continues to refine the mobile app (Connect module) incorporating staff feedback and we expect the app to be ready for public use in a few weeks. We are currently working through some difficulties with getting the vendor access to our app store accounts. The team also reviewed the configuration of the self-check kiosk (Interact module), provided feedback, and expects to receive the build shortly for testing. We have received a test lock for the door access solution for the room reservation system (Reserve module) and expect to have it installed for testing shortly. Work continues on the digital signage solution (Broadcast module), user accounts were created, General Services continues to deploy new monitors to the branches, and staff training will commence in the coming weeks.
- IT department staff continues to work on the expansion of the Digital Memories Preservation Labs to the Enterprise, Laughlin, Sunrise, and Summerlin libraries.
- ER staff added the new CollegeNow online resources to our collection. CollegeNow is on the Brainfuse online training platform and assists customers with the college admissions process, including live guidance counselors who can help with college applications, FAFSA, interview preparation, and more.
- IT department staff continues to work with General Services on the remodeling of the Enterprise Library. IT staff removed and/or relocated computers and various other equipment in the branch to accommodate the renovations while working to minimize the impact on the staff and the public.

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, responded to 614 e-mails to the ASK account, and answered 128 phone calls totaling almost 14 hours.
- AS staff prepared Quick Start library cards for outreach visits to local schools and other community partners.
- Henderson District Public Library (HDPL) accounted for .9% of our Overdrive circulation with 3,027 items checked out, while our customers checked out 662 items from the HDPL through our Reciprocal Lending Agreement.

- Boulder City and North Las Vegas residents accounted for 8.3% of the District's OverDrive e-media circulation, with the North Las Vegas Library District accounting for approximately 6.7% and the Boulder City Library District accounting for 1.6% of our items checked out.
- Instant Digital Cards (IDC), promoted for our partnership with the RTC, generated 4.1% of our OverDrive circulation with 13,347 items checked out, and 800 new IDC user accounts were created.
- The *Library @ the Boulevard Mall* had 34 checkouts and 23 items were returned to the kiosk and *The Library @ Sunrise Hospital* had 25 checkouts.
- CBS staff continues to order materials to support Axis 360 (now Boundless) as more Clark County School District schools opt-in to the Community Share Program.
- CBS staff added 678 new titles with 905 items to the collection for the North Las Vegas Library District and 147 new unique items to the collection for the Boulder City Library District.
- Interlibrary Loan (ILL) staff received 402 requests from our customers to borrow materials from other library systems and received 589 requests from other libraries to borrow our items, and there were 24 new ILL users.
- District staff continues to collaborate with Cox Business on the CoxWiFi Program to help close the digital divide by expanding internet access to qualified customers. IT staff continues to provide daily checkout statistics for our regularly scheduled meetings with Cox. To date, over 18,000 accounts have been checked out.
- ER staff participated in the Mystic Fair held at the Windmill Library and demonstrated and promoted various online resources related to the health and wellness theme.
- IT department staff joined Development and Government Relations staff on a virtual conference call with Clark County's consultant HR&A Advisors to provide an update on the District's efforts to help close the digital divide in the county.
- The District received Minecraft licenses worth \$2,400 from Microsoft as a part of the earlier Barbershop Books/Microsoft/NFL partnership.
- IT department staff disabled the customized Wi-Fi access that was created for the AARP Foundation's Tax-Aide Program used to offer free tax preparation assistance to low-to-moderate-income taxpayers. The Foundation reported that they trained about 30 new volunteers at the Sahara West Library and completed over 3,000 federal tax returns across seven library branches, including the Clark County, East Las Vegas, Rainbow, Sahara West, West Charleston, West Las Vegas, and Windmill libraries.

POWERFUL PLATFORMS

- IT department staff worked with our E-Rate consultant to complete the procurement of the replacement equipment for our wireless network. We received a Funding Commitment Letter from USAC for \$348,570.58 for the reimbursement and the project has commenced with the completion of the Blue Diamond and Spring Valley libraries. Additionally, we continue to work with our new data services vendor on the installation of the infrastructure for delivering the services to several Greater Clark County branches.
- IT department staff continues to work on this year's Annual Computer Replacement Project. IT division staff replaced 25 Homework Help Center laptops across two branches, 13 ER Mobile Lab laptops, three public laptops at one branch, and seven staff laptops across two branches.
- IT department staff continues to work with our vendor on a project upgrade of our telephone and voice mail systems.
- IT division staff completed an upgrade of our Sierra library services platform to the latest version of the application in March and completed a District-wide client application upgrade in April.

- Our mobile printing vendor informed us that they were transitioning their solution provider from PrinterOn to Princh to improve reliability and the end-user experience. IT division staff migrated and tested the solution at one branch. After troubleshooting and several configuration changes, we are prepared to migrate the other branches to the new solution.

Of the \$2,587,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY24, \$2,191,983.31 was expended on the items listed below:

- Replacement end-of-life laptops - \$462,099.81
- Replacement end-of-life tote lifters - \$106,600
- 3D printer furniture - \$23,310.74
- 3D printers - \$23,434.23
- 3D repair parts and accessories - \$2,124.85
- 3D printing laptops - \$13,662.90
- Replacement end-of-life web application firewall - \$266,775.77
- Replacement end-of-life sorters - \$482,931.81
- Digital Memories Preservation Lab - \$19,626.57
- All Hands On Tech - \$1,899.96
- zSpace - \$74,327.50
- Monday.com subscription - \$26,000
- iPad wrappers for kiosks - \$16,500
- End-of-life security gates - \$13,973.14
- iPad kiosks - \$74,160
- Additional People Counters - \$9,731.60
- Replacement Wireless equipment - \$410,083.04
- External Wireless Equipment Installation - \$26,404
- Telephone and Voice Mail System Upgrades - \$77,867
- Servers for Telephone System Upgrade - \$13,523.24
- Maintenance Renewal for Pilot Wireless System - \$46,947.15



ITEM VI.A.3.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Floresto Cabias, Chief Financial Officer

DATE: April 30, 2024

SUBJECT: Financial Services Report, May 2024

This memorandum summarizes the Financial Services Department's activities and project updates for the month of April 2024 and analytics compiled from the period of April 1 through April 30, 2024.

Powerful People

Administration

- Prepared the Final Budget for Fiscal Year 2024-2025 for the Board of Trustees' review
- Compiled information, projections, and forecasts for the Fiscal Year 2024-2025 Final Budget, for budget adoption
- Published the Public Hearing notice for the Fiscal Year 2024-2025 Tentative Budget
- Prepared agenda items for the Fiscal Year 2024-2025 Tentative Budget Public Hearing and Final Budget adoption
- Submitted required reports and budgets for the Mesquite and East Las Vegas QALICBs
- **Floresto Cabias** met with Arthur J. Gallagher & Co. to discuss a staff classification analysis
- **Floresto Cabias** attended The Beckley Group's leadership training sessions with the Administrative Team
- **Floresto Cabias** evaluated RFP for #24-10, Broker of Record Property and Casualty Insurance for USI
- **Tina Bolden** created and updated vendor and customer accounts for accounts payable and accounts receivable in the Microsoft Serenic Navigator system
- **Tina Bolden** prepared and followed up on Agreements for Services for performances scheduled for District-wide events
- **Tina Bolden** prepared weekly bank deposits
- Prepared monthly Budget Status Reports
- Scanned documents and updated files

Accounting

- Coded and verified all transactions (\$4,455,534.37 for the month of April)
- 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 Programming and Venues Services and Financial Services invoices
- Processed refunds for cancelled Room Reservations
- Reviewed e-fines and customer 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 P-card and Amazon accounts



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director
FROM: Floresto Cabias, Chief Financial Officer
DATE: April 30, 2024
SUBJECT: Financial Services Report, May 2024

Enclosed are the budget status reports for April 2024. General fund revenues show 89% of budgeted revenues collected.

Property Tax Revenues

As of April 19, 2024, the District collected \$62.0M in property taxes, which exceeds the \$61.6M budget. Property taxes are assessed on a fiscal year basis beginning on July 1.

Consolidated Sales Tax Revenues (CTX)

The CTX shows 59% collected so far this fiscal year. The State of Nevada distributes CTX collections two months after the month of collection.

As of the date of this report, the most recent CTX received by the District on April 30, 2024, represents CTX from the month of February 2024. The \$2.4M collected is 7.5% higher than the amount collected for the same month last fiscal year. So far this fiscal year the CTX are averaging a 5% increase compared to the same period in the prior year.

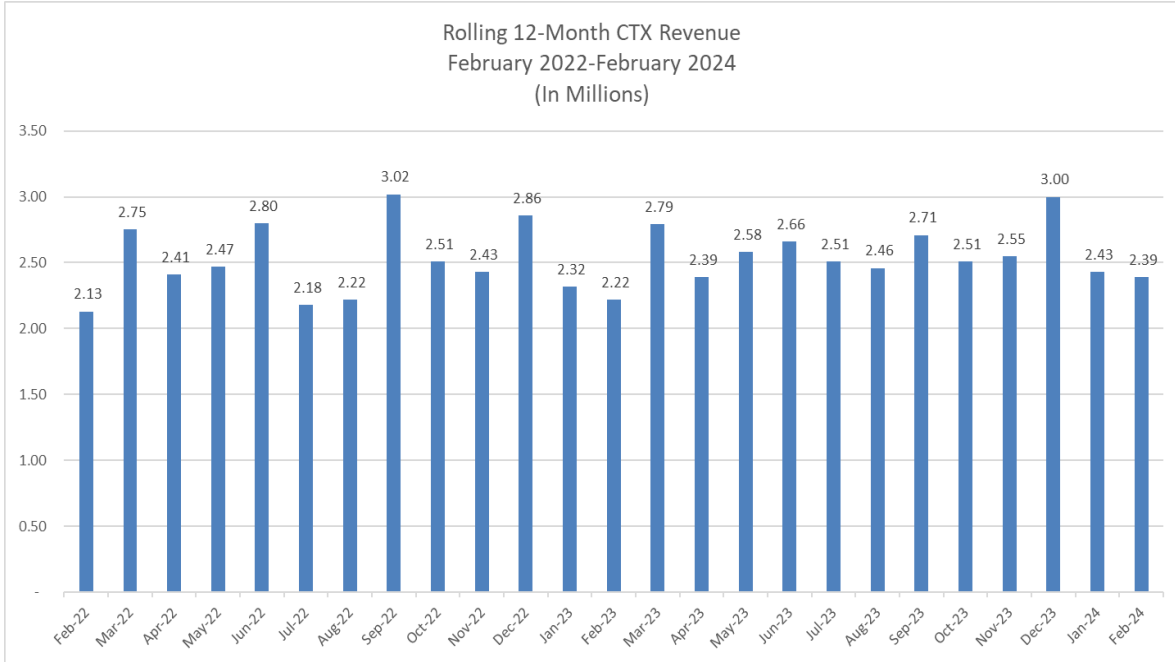
Expenditures

The General Fund has spent 69% of the allocated budget for FY 2024, which is on pace to meet budget expectations. See the summary of expenditures by department in the reports below.

Ending Fund Balance

Based on revenue and expenditure activity so far in FY 2024, staff expects to maintain an ending fund balance for FY 2024 that is at least 20% of budgeted expenditures. The District will transfer \$16.0M from the General Fund to the Capital Projects Fund in FY 2024.

Staff will be available to answer questions.



Consolidated Sales Tax FY 2024 vs. FY 2023			
	FY23	FY24	% Change Over FY23
July	2,179,847.95	2,512,443.86	15.26%
August	2,215,102.72	2,458,283.10	10.98%
September	3,019,768.40	2,706,582.49	-10.37%
October	2,505,890.22	2,507,912.36	0.08%
November	2,434,986.56	2,554,982.14	4.93%
December	2,859,714.44	2,965,326.12	3.69%
January	2,319,602.49	2,430,171.83	4.77%
February	2,218,222.45	2,385,397.64	7.54%
March	2,788,228.89		
April	2,389,406.31		
May	2,578,879.06		
June	2,661,784.24		
TOTAL	30,171,433.73	20,521,099.54	

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

**General Fund - 100
From 07/01/2023 Through 04/19/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Tax Revenue	\$ 62,036,418.34	\$ 61,629,920.00	\$ -	-
Intergovernmental Revenue	18,679,583.70	31,443,860.00	12,764,276.30	40.59%
Charges for Services	510,501.91	1,000,000.00	489,498.09	48.95%
Miscellaneous	3,447,806.85	1,060,000.00	-	-
Total Revenues	\$ 84,674,310.80	\$ 95,133,780.00	\$ 13,253,774.39	13.93%
Expenditures				
Salaries	\$ 27,193,244.22	\$ 38,647,658.00	\$ 11,454,413.78	29.64%
Benefits	12,023,247.08	17,451,171.00	5,427,923.92	31.10%
Supplies & Services	12,305,082.91	18,703,971.00	6,398,888.09	34.21%
Capital Outlay	8,726,258.28	13,100,000.00	4,373,741.72	33.39%
Total Expenditures	\$ 60,247,832.49	\$ 87,902,800.00	\$ 27,654,967.51	31.46%
Excess (Deficit) of Revenues over (under) Expenditures	\$ 24,426,478.31	\$ 7,230,980.00	\$ -	-

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

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

General Fund - 100
 From 07/01/2023 through 04/19/2024

			Dollar Budget	Percent Budget	
	YTD Actual	Budget	Amount Remaining	Remaining	
110	Administration - Executive	617,949.38	856,213.00	238,263.62	27.83%
120	Administration - Library Operations	1,391,057.45	2,080,156.00	689,098.55	33.13%
200	Financial Services	1,717,620.46	2,151,493.00	433,872.54	20.17%
215	Community Outreach	466,239.27	751,492.00	285,252.73	37.96%
216	Youth Services	367,187.41	626,538.00	259,350.59	41.39%
217	Adult Services	175,504.03	452,163.00	276,658.97	61.19%
220	Development	417,720.74	764,417.00	346,696.26	45.35%
240	General Services	8,801,944.13	12,212,958.00	3,411,013.87	27.93%
250	Human Resources	1,713,931.49	3,039,736.00	1,325,804.51	43.62%
251	HR-Work Insurance	937,151.35	1,501,744.00	564,592.65	37.60%
260	Information Technology	3,564,147.01	4,876,342.00	1,312,194.99	26.91%
270	Literacy Services	147,830.57	2,105,386.00	1,957,555.43	92.98%
280	Branding and Marketing	2,175,377.01	3,242,024.00	1,066,646.99	32.90%
290	Access Services	995,362.93	1,485,038.00	489,675.07	32.97%
310	Collection and Bibliographic Services	10,544,986.90	15,540,578.00	4,995,591.10	32.15%
320	Gallery Services	166,217.54	224,445.00	58,227.46	25.94%
330	Programming and Venues Services	2,566,893.52	3,629,127.00	1,062,233.48	29.27%
340	Community Engagement	425,786.14	745,461.00	319,674.86	42.88%
400	Library Operations	23,054,925.16	31,617,489.00	8,562,563.84	27.08%
Total		60,247,832.49	87,902,800.00	27,654,967.51	31.46%

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

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

General Fund - 100
Library Operations - Dept 400
Current Period From 07/01/2023 Through 04/19/2024

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
100	Blue Diamond Library	114,598.30	155,745.00	41,146.70	26.42%
110	Bunkerville Library	112,862.07	148,398.00	35,535.93	23.95%
120	Clark County Library	2,234,432.77	3,020,555.00	786,122.23	26.03%
130	Enterprise Library	1,189,469.28	1,719,983.00	530,513.72	30.84%
140	Goodsprings Library	82,553.17	100,026.00	17,472.83	17.47%
160	Indian Springs Library	119,677.71	183,824.00	64,146.29	34.90%
180	Laughlin Library	569,233.35	795,301.00	226,067.65	28.43%
190	Mesquite Library	915,191.74	1,347,002.00	431,810.26	32.06%
200	Moapa Town Library	97,930.02	143,048.00	45,117.98	31.54%
210	Moapa Valley Library	293,960.97	377,164.00	83,203.03	22.06%
220	Mount Charleston Library	97,432.93	123,744.00	26,311.07	21.26%
230	Rainbow Library	1,576,073.44	2,083,003.00	506,929.56	24.34%
240	Sahara West Library	2,118,709.88	2,809,692.00	690,982.12	24.59%
250	Sandy Valley Library	116,266.85	146,564.00	30,297.15	20.67%
260	Searchlight Library	99,460.09	127,251.00	27,790.91	21.84%
270	Spring Valley Library	1,357,390.84	1,981,743.00	624,352.16	31.51%
280	Summerlin Library	1,215,511.93	1,632,199.00	416,687.07	25.53%
290	Sunrise Library	1,281,000.23	1,709,642.00	428,641.77	25.07%
300	West Charleston Library	1,489,609.81	1,977,411.00	487,801.19	24.67%
310	West Las Vegas Library	1,402,530.63	1,893,563.00	491,032.37	25.93%
320	Whitney Library	1,232,120.43	1,753,818.00	521,697.57	29.75%
360	Meadows Library	127,267.60	172,585.00	45,317.40	26.26%
370	Centennial Hills Library	1,636,917.43	2,156,434.00	519,516.57	24.09%
380	Windmill Library	1,618,336.04	2,164,055.00	545,718.96	25.22%
390	East Las Vegas Library	1,597,563.57	2,270,824.00	673,260.43	29.65%
605	City Misdemeanant	155,449.20	203,063.00	47,613.80	23.45%
610	Clark County Detention Dept.	203,374.88	420,852.00	217,477.12	51.68%
Total		23,054,925.16	31,617,489.00	8,562,563.84	27.08%

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

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

General Fund - 100
From 07/01/2023 Through 04/19/2024

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
51100 Salaries - Full Time	21,934,544.84	29,565,787.00	7,631,242.16	25.81%
51200 Salaries - Part Time	4,214,506.35	7,635,310.00	3,420,803.65	44.80%
51300 Overtime Pay	37,298.88	63,250.00	25,951.12	41.03%
51400 Call Back Pay	10,244.59	12,091.00	1,846.41	15.27%
51500 Standby Pay	48,567.49	56,317.00	7,749.51	13.76%
51600 Longevity Pay	203,680.77	364,903.00	161,222.23	44.18%
51700 Separation Pay	450,833.84	451,000.00	166.16	0.04%
51800 Leave Buyout	293,567.46	500,000.00	206,432.54	41.29%
55100 Employees Retirement	7,482,965.13	10,272,409.00	2,789,443.87	27.15%
55200 Group Insurance	3,786,397.31	5,781,560.00	1,995,162.69	34.51%
55300 Workers' Comp. Payments	124,389.95	271,544.00	147,154.05	54.19%
55400 Medicare Coverage Expense	626,623.16	975,658.00	349,034.84	35.77%
55500 Unemployment Insurance	2,871.53	150,000.00	147,128.47	98.09%
61100 Office Supplies	360,549.41	557,680.00	197,130.59	35.35%
61110 Operating Supplies	382,786.82	820,550.00	437,763.18	53.35%
61120 Software & User Licenses	492,166.42	527,052.00	34,885.58	6.62%
61130 Software Maintenance	1,055,316.93	1,312,000.00	256,683.07	19.56%
61200 Book Materials & Supplies	52,055.19	110,000.00	57,944.81	52.68%
61205 Interlibrary Loan	771.44	4,500.00	3,728.56	82.86%
61210 Small Equipment	155,874.06	398,500.00	242,625.94	60.88%
61400 Equipment Repair & Maint.	326,653.51	771,856.00	445,202.49	57.68%
61410 Contracted Services	4,277,060.27	6,867,516.00	2,590,455.73	37.72%
61420 Building Repair & Maint.	170,796.39	400,000.00	229,203.61	57.30%
61500 Rental Expenses	55,770.91	84,566.00	28,795.09	34.05%
61600 Telephone	523,602.18	690,000.00	166,397.82	24.12%
61700 Utilities	1,775,460.16	1,910,897.00	135,436.84	7.09%
61800 Insurance & Bonds	419,456.21	438,954.00	19,497.79	4.44%
61900 Professional Services	431,758.90	843,000.00	411,241.10	48.78%
61910 Legal Services	113,585.59	364,500.00	250,914.41	68.84%
62200 Collection Agencies	53,385.75	70,000.00	16,614.25	23.73%
62300 Board Compensation	4,320.00	10,000.00	5,680.00	56.80%
62500 Postage	76,648.65	316,500.00	239,851.35	75.78%
62510 Advertising	348,996.48	432,700.00	83,703.52	19.34%
62600 Community Events	16,932.02	83,250.00	66,317.98	79.66%
62610 Staff Day	1,621.50	30,000.00	28,378.50	94.60%
62620 Recruitment	43,145.44	50,000.00	6,854.56	13.71%
62700 Education & Training	120,250.33	226,000.00	105,749.67	46.79%
62800 Travel & Transportation	95,368.96	271,500.00	176,131.04	64.87%
62900 Printing & Reproduction	290,478.41	365,250.00	74,771.59	20.47%
63000 Dues & Subscriptions	28,529.19	53,150.00	24,620.81	46.32%
65000 Miscellaneous Expenses	61,857.84	116,800.00	54,942.16	47.04%
65100 Bank Charges	43,633.95	50,000.00	6,366.05	12.73%
67000 Rental Expenses to QALICBs	526,250.00	526,250.00	-	-
81700 Library Books	8,726,258.28	13,100,000.00	4,373,741.72	33.39%
Total	60,247,832.49	87,902,800.00	27,654,967.51	31.46%

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

**Grant Fund - 220
From 07/01/2023 Through 04/19/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Intergovernmental Revenue	\$ 1,474,291.08	\$ 20,000,000.00	\$ 18,525,708.92	92.63%
Total Revenues	<u>\$ 1,474,291.08</u>	<u>\$ 20,000,000.00</u>	<u>\$ 18,525,708.92</u>	<u>92.63%</u>
Expenditures				
Salaries	\$ 774,496.51	\$ 1,300,000.00	\$ 525,503.49	40.42%
Benefits	205,837.26	700,000.00	494,162.74	70.59%
Supplies & Services	715,114.37	10,000,000.00	9,284,885.63	92.85%
Capital Outlay	261,725.68	8,000,000.00	7,738,274.32	96.73%
Total Expenditures	<u>\$ 1,957,173.82</u>	<u>\$ 20,000,000.00</u>	<u>\$ 18,042,826.18</u>	<u>90.21%</u>
Excess (Deficit) of Revenues over (under) Expenditures	<u>\$ (482,882.74)</u>	<u>\$ -</u>	<u>\$ -</u>	

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

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

Grant Fund - 220
From 07/01/2023 Through 04/19/2024

	<u>YTD Actual</u>	<u>Budget</u>	<u>Dollar Budget Amount Remaining</u>	<u>Percent Budget Remaining</u>
51100 Salaries - Full Time	323,645.90	506,354.60	182,708.70	36.08%
51200 Salaries - Part Time	449,600.22	793,645.40	344,045.18	43.35%
51300 Overtime Pay	44.38	-	-	-
51600 Longevity Pay	1,206.01	-	-	-
55100 Employees Retirement	113,868.02	423,698.21	309,830.19	73.13%
55200 Group Insurance	53,505.56	154,947.38	101,441.82	65.47%
55400 Medicare Coverage Expense	38,463.68	121,354.41	82,890.73	68.30%
61100 Office Supplies	13,547.61	511,200.00	497,652.39	97.35%
61120 Software & User Licenses	33,566.70	1,056,000.00	1,022,433.30	96.82%
61210 Small Equipment	661,823.83	2,017,500.00	1,355,676.17	67.20%
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	4,176.23	1,004,000.00	999,823.77	99.58%
63000 Dues & Subscriptions	-	500,250.00	500,250.00	100.00%
65000 Miscellaneous Expenses	2,000.00	1,880,750.00	1,878,750.00	99.89%
81600 Capital Equipment - Major	-	7,947,500.00	7,947,500.00	100.00%
81700 Library Books	261,725.68	52,500.00	-	-
Total	1,957,173.82	20,000,000.00	18,042,826.18	90.21%

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

**Gift Fund - 230
From 07/01/2023 Through 04/19/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	\$ 254,714.03	\$ 10,000,000.00	\$ 9,745,285.97	97.45%
Total Revenues	<u>\$ 254,714.03</u>	<u>\$ 10,000,000.00</u>	<u>\$ 9,745,285.97</u>	<u>97.45%</u>
Expenditures				
Salaries	\$ -	\$ 200,000.00	\$ 200,000.00	100.00%
Supplies & Services	196,241.46	6,000,000.00	5,803,758.54	96.73%
Capital Outlay	648.90	3,800,000.00	3,799,351.10	99.98%
Total Expenditures	<u>\$ 196,890.36</u>	<u>\$ 10,000,000.00</u>	<u>\$ 9,803,109.64</u>	<u>98.03%</u>
Excess (Deficit) of Revenues over (under) Expenditures	<u>\$ 57,823.67</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

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

Gift Fund - 230
From 07/01/2023 Through 04/19/2024

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
51100 Salaries - Full Time	-	200,000.00	200,000.00	100.00%
61100 Office Supplies	1,407.87	50,000.00	48,592.13	97.18%
61110 Operating Supplies	74,105.40	50,000.00	-	-
61200 Book Materials & Supplies	29,704.78	-	-	-
61210 Small Equipment	13,543.14	100,000.00	86,456.86	86.46%
61410 Contracted Services	10,500.00	2,200,000.00	2,189,500.00	99.52%
61500 Rental Expenses	-	330,000.00	330,000.00	100.00%
61900 Professional Services	7,078.36	3,000,000.00	2,992,921.64	99.76%
62510 Advertising	2,700.00	-	-	-
62600 Community Events	37,118.87	50,000.00	12,881.13	25.76%
62800 Travel & Transportation	13.10	50,000.00	49,986.90	99.97%
62900 Printing & Reproduction	6,933.80	-	-	-
65000 Miscellaneous Expenses	13,136.14	170,000.00	156,863.86	92.27%
81600 Capital Equipment - Major	-	2,800,000.00	2,800,000.00	100.00%
81700 Library Books	648.90	1,000,000.00	999,351.10	99.94%
Total	196,890.36	10,000,000.00	9,803,109.64	98.03%

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

**Capital Projects Fund - 510
From 07/01/2023 Through 04/19/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	\$ 1,495,924.94	\$ 150,000.00	\$ -	-
Total Revenues	\$ 1,495,924.94	\$ 150,000.00	\$ -	-
Expenditures				
Supplies & Services	\$ 26,743,976.07	\$ 29,854,000.00	\$ 3,110,023.93	10.42%
Capital Outlay	1,860,931.92	4,424,000.00	2,563,068.08	57.94%
Total Expenditures	\$ 28,604,907.99	\$ 34,278,000.00	\$ 5,673,092.01	16.55%
Excess (Deficit) of Revenues over (under) Expenditures	\$ (27,108,983.05)	\$ (34,128,000.00)	\$ -	-

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

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

Capital Projects Fund - 510
From 07/01/2023 Through 04/19/2024

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
61110 Operating Supplies	48,558.58	800,000.00	751,441.42	93.93%
61120 Software & User Licenses	62,794.50	900,000.00	837,205.50	93.02%
61130 Software Maintenance	-	240,000.00	240,000.00	100.00%
61210 Small Equipment	678,135.26	1,200,000.00	521,864.74	43.49%
61400 Equipment Repair & Maint.	5,605.00	640,000.00	634,395.00	99.12%
61410 Contracted Services	31,347.33	200,000.00	168,652.67	84.33%
61420 Building Repair & Maint.	1,223,657.66	1,300,000.00	76,342.34	5.87%
61500 Rental Expenses	23,195.35	30,000.00	6,804.65	22.68%
61800 Insurance & Bonds	73,183.00	256,000.00	182,817.00	71.41%
61900 Professional Services	925,328.37	1,560,000.00	634,671.63	40.68%
61910 Legal Services	43,400.00	60,000.00	16,600.00	27.67%
62900 Printing & Reproduction	2,610.00	5,000.00	2,390.00	47.80%
65000 Miscellaneous Expenses	23,562,028.69	23,600,000.00	37,971.31	0.16%
65100 Bank Charges	64,132.33	65,000.00	867.67	1.33%
81400 Construction in Progress	1,219,587.88	1,300,000.00	80,412.12	6.19%
81500 Capital Improvements	61,207.86	622,000.00	560,792.14	90.16%
81600 Capital Equipment - Major	580,136.18	1,500,000.00	919,863.82	61.32%
Total	28,604,907.99	34,278,000.00	5,673,092.01	16.55%

Las Vegas-Clark County Library District

Project 2050 - Furniture Replacement
From 07/01/2023 through 04/19/2024

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	20,668.87	125,000.00	104,331.13	83%
Total Expenditures		20,668.87	125,000.00	104,331.13	83%

Las Vegas-Clark County Library District

Project 5010 - Bldg Repair & Maintenance
From 07/01/2023 through 04/19/2024

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	662.21	175,000.00	174,337.79	100%
61120	Software & User Licenses	-	50,000.00	50,000.00	100%
61130	Software Maintenance	-	50,000.00	50,000.00	100%
61210	Small Equipment	16,829.46	300,000.00	283,170.54	94%
61400	Equipment Repair & Maint.	-	50,000.00	50,000.00	100%
61410	Contracted Services	-	50,000.00	50,000.00	100%
61420	Building Repair & Maint.	1,155,820.11	1,200,000.00	44,179.89	4%
61500	Rental Expenses	11,312.00	25,000.00	13,688.00	55%
61900	Professional Services	62,109.20	265,000.00	202,890.80	77%
81500	Capital Improvements	-	282,000.00	282,000.00	100%
81600	Capital Equipment - Major	-	1,758,000.00	1,758,000.00	100%
Total Expenditures		1,246,732.98	4,205,000.00	2,958,267.02	70%

Las Vegas-Clark County Library District

**Project 2200 - Financial Services Projects
From 07/01/2023 through 04/19/2024**

**510
Capital Projects Fund**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	1,708.00	170,000.00	168,292.00	99%
61800	Insurance & Bonds	-	15,000.00	15,000.00	100%
65100	Bank Charges	64,132.33	40,000.00	-	-
81600	Capital Equipment - Major	13,365.80	80,000.00	66,634.20	83%
Total Expenditures		79,206.13	305,000.00	225,793.87	74%

Las Vegas-Clark County Library District

**Project 4010 - Tech Replacements & Upgrades
From 07/01/2023 through 04/19/2024**

**510
Capital Projects Fund**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61110	Operating Supplies	39,609.73	100,000.00	60,390.27	60%
61120	Software & User Licenses	62,794.50	200,000.00	137,205.50	69%
61130	Software Maintenance	-	300,000.00	300,000.00	100%
61210	Small Equipment	621,446.33	700,000.00	78,553.67	11%
61400	Equipment Repair & Maint.	5,605.00	500,000.00	494,395.00	99%
61410	Contracted Services	23,207.33	200,000.00	176,792.67	88%
81600	Capital Equipment - Major	280,752.44	587,000.00	306,247.56	52%
Total Expenditures		1,033,415.33	2,587,000.00	1,553,584.67	60%

Las Vegas-Clark County Library District

**Project 5015 - Construction Projects
From 07/01/2023 through 04/19/2024**

**510
Capital Projects Fund**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
45200 Interest Earnings	1,495,924.94	150,000.00	-	-
Total Revenues	1,495,924.94	150,000.00	-	-
Expenditures				
61110 Operating Supplies	8,286.64	13,000.00	4,713.36	36%
61420 Building Repair & Maint.	76,680.61	80,000.00	3,319.39	4%
61800 Insurance & Bonds	73,183.00	75,000.00	1,817.00	2%
61900 Professional Services	864,859.17	900,000.00	35,140.83	4%
61910 Legal Services	43,400.00	45,000.00	1,600.00	4%
62900 Printing & Reproduction	2,610.00	7,000.00	4,390.00	63%
65000 Miscellaneous Expenses	23,562,028.69	23,813,000.00	250,971.31	1%
81400 Construction in Progress***	1,219,587.88	52,000.00	-	-
81600 Capital Equipment - Major	14,060.00	15,000.00	940.00	6%
Total Expenditures	25,864,695.99	25,000,000.00	(864,695.99)	-3%

***Expenditures will be within budget after year-end accounting adjustments.

Las Vegas-Clark County Library District

Project 5020 - PVS Projects
From 07/01/2023 through 04/19/2024

510
Capital Projects Fund

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
61210	Small Equipment	17,482.60	156,000.00	138,517.40	89%
61410	Contracted Services	6,500.00	100,000.00	93,500.00	94%
61500	Rental Expenses	3,040.29	150,000.00	146,959.71	98%
81500	Capital Improvements	61,207.86	100,000.00	38,792.14	39%
81600	Capital Equipment - Major	228,487.86	400,000.00	171,512.14	43%
Total Expenditures		316,718.61	906,000.00	589,281.39	65%

Las Vegas-Clark County Library District

Project 7010 - Library Materials
From 07/01/2023 through 04/19/2024

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 04/19/2024**

**510
Capital Projects Fund**

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Expenditures					
81600	Capital Equipment - Major	43,470.08	150,000.00	106,529.92	71%
	Total Expenditures	43,470.08	150,000.00	106,529.92	71%

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

**Debt Service Fund - 610
From 07/01/2023 Through 04/19/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
Revenues				
Miscellaneous	\$ 74.24	\$ 10,000.00	\$ 9,925.76	99.26%
Total Revenues	<u>\$ 74.24</u>	<u>\$ 10,000.00</u>	<u>\$ 9,925.76</u>	<u>99.26%</u>
Expenditures				
Supplies & Services	\$ -	\$ 10,000.00	\$ 10,000.00	100.00%
Total Expenditures	<u>\$ -</u>	<u>\$ 10,000.00</u>	<u>\$ 10,000.00</u>	<u>100.00%</u>
Excess (Deficit) of Revenues over (under) Expenditures	<u>\$ 74.24</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

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

Debt Service Fund - 610
From 07/01/2023 Through 04/19/2024

	YTD Actual	Budget	Dollar Budget Amount Remaining	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 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	271,546.83	379,543.00	107,996.17
Total Salaries and Wages	271,546.83	379,543.00	107,996.17
Employee Benefits			
55100 Employees Retirement	85,076.36	127,147.00	42,070.64
55200 Group Insurance	22,542.24	43,270.00	20,727.76
55400 Medicare Coverage Expense	4,090.91	5,503.00	1,412.09
Total Employee Benefits	111,709.51	175,920.00	64,210.49
Services and Supplies			
61100 Office Supplies	-	1,500.00	1,500.00
61110 Operating Supplies	2,737.13	4,000.00	1,262.87
61120 Software & User Licenses	40,610.37	45,000.00	4,389.63
61210 Small Equipment	-	2,000.00	2,000.00
61900 Professional Services	80,927.98	83,000.00	2,072.02
61910 Legal Services	63,019.50	75,000.00	11,980.50
62300 Board Compensation	4,320.00	10,000.00	5,680.00
62600 Community Events	5,194.62	15,000.00	9,805.38
62700 Education & Training	4,702.82	5,000.00	297.18
62800 Travel & Transportation***	9,373.68	25,000.00	15,626.32
62900 Printing & Reproduction	-	250.00	250.00
63000 Dues & Subscriptions	21,993.00	30,000.00	8,007.00
65000 Miscellaneous Expenses	1,813.94	5,000.00	3,186.06
Total Services and Supplies	234,693.04	300,750.00	66,056.96
Total Administration - Executive-110	617,949.38	856,213.00	238,263.62

***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 04/19/2024**

		YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages				
51100	Salaries - Full Time	807,107.15	1,111,647.00	304,539.85
51200	Salaries - Part Time	53,641.45	91,632.00	37,990.55
51600	Longevity Pay	6,169.38	6,877.00	707.62
Total Salaries and Wages		866,917.98	1,210,156.00	343,238.02
Employee Benefits				
55100	Employees Retirement	280,951.15	395,921.00	114,969.85
55200	Group Insurance	101,525.50	140,377.00	38,851.50
55400	Medicare Coverage Expense	12,302.41	19,302.00	6,999.59
Total Employee Benefits		394,779.06	555,600.00	160,820.94
Services and Supplies				
61100	Office Supplies	545.79	1,000.00	454.21
61110	Operating Supplies	11,931.90	50,000.00	38,068.10
61120	Software & User Licenses	8,104.04	15,000.00	6,895.96
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	76,241.86	154,000.00	77,758.14
61410	Contracted Services	22,506.45	47,900.00	25,393.55
61500	Rental Expenses	12.00	2,500.00	2,488.00
62700	Education & Training	2,689.69	7,500.00	4,810.31
62800	Travel & Transportation	7,328.68	30,000.00	22,671.32
63000	Dues & Subscriptions	-	1,500.00	1,500.00
Total Services and Supplies		129,360.41	314,400.00	185,039.59
Total Administration - Library Operations-120		1,391,057.45	2,080,156.00	689,098.55

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

**General Fund - 100
Financial Services - 200
From 07/01/2023 through 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	388,531.79	631,970.00	243,438.21
51200 Salaries - Part Time	21,956.99	25,000.00	3,043.01
51300 Overtime Pay	707.33	-	-
51600 Longevity Pay	1,541.65	1,900.00	358.35
Total Salaries and Wages	412,737.76	658,870.00	246,839.57
Employee Benefits			
55100 Employees Retirement	128,645.05	220,722.00	92,076.95
55200 Group Insurance	54,273.07	94,880.00	40,606.93
55400 Medicare Coverage Expense	7,344.06	9,554.00	2,209.94
Total Employee Benefits	190,262.18	325,156.00	134,893.82
Services and Supplies			
61110 Operating Supplies	1,695.84	6,000.00	4,304.16
61130 Software Maintenance	42,296.35	50,000.00	7,703.65
61400 Equipment Repair & Maint.	70,274.72	76,030.00	5,755.28
61410 Contracted Services	121,927.04	165,000.00	43,072.96
61900 Professional Services	138,423.48	140,000.00	1,576.52
61910 Legal Services	-	2,500.00	2,500.00
62200 Collection Agencies	53,385.75	70,000.00	16,614.25
62500 Postage	55,433.65	85,000.00	29,566.35
62510 Advertising	6,725.27	16,700.00	9,974.73
62700 Education & Training	-	5,000.00	5,000.00
62800 Travel & Transportation	201.31	3,000.00	2,798.69
63000 Dues & Subscriptions	3,318.00	6,000.00	2,682.00
65000 Miscellaneous Expenses	51,055.16	60,000.00	8,944.84
65100 Bank Charges	43,633.95	50,000.00	6,366.05
67000 Rental Expenses to QALICBs***	526,250.00	432,237.00	-
Total Services and Supplies	1,114,620.52	1,167,467.00	146,859.48
Total Financial Services-200	1,717,620.46	2,151,493.00	528,592.87

**Miscalculation in New Markets rent in FY24 will be corrected in FY25.

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

General Fund - 100
Community Outreach - 215
From 07/01/2023 through 04/19/2024

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	287,805.95	390,947.00	103,141.05
51200 Salaries - Part Time	14,166.16	75,206.00	61,039.84
51300 Overtime Pay	333.53	-	-
51600 Longevity Pay	2,283.13	5,107.00	2,823.87
Total Salaries and Wages	304,588.77	471,260.00	167,004.76
Employee Benefits			
55100 Employees Retirement	95,564.30	132,678.00	37,113.70
55200 Group Insurance	48,429.22	99,058.00	50,628.78
55400 Medicare Coverage Expense	5,239.90	11,496.00	6,256.10
Total Employee Benefits	149,233.42	243,232.00	93,998.58
Services and Supplies			
61110 Operating Supplies	7,680.21	17,000.00	9,319.79
61120 Software & User Licenses	-	1,500.00	1,500.00
62600 Community Events	976.82	1,000.00	23.18
62700 Education & Training	689.00	2,000.00	1,311.00
62800 Travel & Transportation	2,821.05	5,000.00	2,178.95
62900 Printing & Reproduction	-	10,000.00	10,000.00
63000 Dues & Subscriptions	250.00	500.00	250.00
Total Services and Supplies	12,417.08	37,000.00	24,582.92
Total Community Outreach-215	466,239.27	751,492.00	285,586.26

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

**General Fund - 100
Youth Services - 216
From 07/01/2023 through 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	157,161.92	232,877.00	75,715.08
51600 Longevity Pay	1,571.18	1,939.00	367.82
Total Salaries and Wages	158,733.10	234,816.00	76,082.90
Employee Benefits			
55100 Employees Retirement	53,470.53	78,664.00	25,193.47
55200 Group Insurance	15,237.43	30,503.00	15,265.57
55400 Medicare Coverage Expense	2,265.37	3,405.00	1,139.63
Total Employee Benefits	70,973.33	112,572.00	41,598.67
Services and Supplies			
61110 Operating Supplies	38,418.63	124,900.00	86,481.37
61120 Software & User Licenses	4,110.87	6,000.00	1,889.13
61210 Small Equipment	1,529.80	17,250.00	15,720.20
61410 Contracted Services	93,421.68	125,250.00	31,828.32
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 Services and Supplies	137,480.98	279,150.00	141,669.02
Total Youth Services-216	367,187.41	626,538.00	259,350.59

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

**General Fund - 100
Adult Services - 217
From 07/01/2023 through 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	101,723.56	165,588.00	63,864.44
51300 Overtime Pay	11.01	-	-
51600 Longevity Pay	1,751.46	2,180.00	428.54
Total Salaries and Wages	103,486.03	167,768.00	64,292.98
Employee Benefits			
55100 Employees Retirement	34,183.87	56,202.00	22,018.13
55200 Group Insurance	10,101.98	22,335.00	12,233.02
55400 Medicare Coverage Expense	1,518.26	2,433.00	914.74
Total Employee Benefits	45,804.11	80,970.00	35,165.89
Services and Supplies			
61110 Operating Supplies	11,168.26	73,375.00	62,206.74
61120 Software & User Licenses	119.88	500.00	380.12
61210 Small Equipment	1,647.42	15,250.00	13,602.58
61410 Contracted Services	11,375.00	107,300.00	95,925.00
62700 Education & Training	-	2,000.00	2,000.00
62800 Travel & Transportation	1,903.33	5,000.00	3,096.67
Total Services and Supplies	26,213.89	203,425.00	177,211.11
Total Adult Services-217	175,504.03	452,163.00	276,669.98

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

**General Fund - 100
Development - 220
From 07/01/2023 through 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	259,970.54	409,237.00	149,266.46
51600 Longevity Pay	2,103.17	2,649.00	545.83
Total Salaries and Wages	262,073.71	411,886.00	149,812.29
Employee Benefits			
55100 Employees Retirement	86,902.12	137,982.00	51,079.88
55200 Group Insurance	43,750.64	71,077.00	27,326.36
55400 Medicare Coverage Expense	3,801.92	5,972.00	2,170.08
Total Employee Benefits	134,454.68	215,031.00	80,576.32
Services and Supplies			
61110 Operating Supplies	8,295.79	12,500.00	4,204.21
61410 Contracted Services	-	18,000.00	18,000.00
61900 Professional Services	-	36,500.00	36,500.00
61910 Legal Services	-	2,000.00	2,000.00
62500 Postage	-	1,500.00	1,500.00
62510 Advertising	2,500.00	25,000.00	22,500.00
62600 Community Events	7,187.95	10,000.00	2,812.05
62700 Education & Training	1,497.50	2,000.00	502.50
62800 Travel & Transportation	1,160.90	25,000.00	23,839.10
63000 Dues & Subscriptions	550.21	5,000.00	4,449.79
Total Services and Supplies	21,192.35	137,500.00	116,307.65
Total Development-220	417,720.74	764,417.00	346,696.26

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

**General Fund - 100
General Services - 240
From 07/01/2023 through 04/19/2024**

		YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages				
51100	Salaries - Full Time	1,518,547.42	1,970,197.00	451,649.58
51200	Salaries - Part Time	50,198.53	78,163.00	27,964.47
51300	Overtime Pay	12,765.93	5,750.00	-
51400	Call Back Pay	10,063.88	12,091.00	2,027.12
51500	Standby Pay	48,567.49	56,317.00	7,749.51
51600	Longevity Pay	5,128.31	6,371.00	1,242.69
Total Salaries and Wages		1,645,271.56	2,128,889.00	490,633.37
Employee Benefits				
55100	Employees Retirement	523,348.24	685,067.00	161,718.76
55200	Group Insurance	340,710.30	453,107.00	112,396.70
55400	Medicare Coverage Expense	26,730.41	35,632.00	8,901.59
Total Employee Benefits		890,788.95	1,173,806.00	283,017.05
Services and Supplies				
61100	Office Supplies	6,412.79	15,000.00	8,587.21
61110	Operating Supplies	225,985.47	380,000.00	154,014.53
61130	Software Maintenance	59,475.34	75,000.00	15,524.66
61210	Small Equipment	11,584.75	40,000.00	28,415.25
61400	Equipment Repair & Maint.	41,502.32	65,000.00	23,497.68
61410	Contracted Services	3,463,036.37	5,356,399.00	1,893,362.63
61420	Building Repair & Maint.	170,796.39	400,000.00	229,203.61
61500	Rental Expenses	30,414.99	32,500.00	2,085.01
61700	Utilities	1,775,460.16	2,035,910.00	260,449.84
61800	Insurance & Bonds	419,456.21	438,954.00	19,497.79
61900	Professional Services***	54,325.95	40,000.00	-
61910	Legal Services	-	10,000.00	10,000.00
62700	Education & Training	955.00	5,000.00	4,045.00
62800	Travel & Transportation	32.89	1,000.00	967.11
62900	Printing & Reproduction	-	500.00	500.00
63000	Dues & Subscriptions	752.99	1,000.00	247.01
65000	Miscellaneous Expenses	5,692.00	14,000.00	8,308.00
Total Services and Supplies		6,265,883.62	8,910,263.00	2,658,705.33
Total General Services-240		8,801,944.13	12,212,958.00	3,432,355.75

***Temporary employment services used due to extended staff leave.

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

General Fund - 100
Human Resources - 250
From 07/01/2023 through 04/19/2024

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	722,173.84	1,073,764.00	351,590.16
51300 Overtime Pay	110.37	-	-
Total Salaries and Wages	722,284.21	1,073,764.00	351,590.16
Employee Benefits			
55100 Employees Retirement	239,227.43	359,711.00	120,483.57
55200 Group Insurance	128,297.10	200,984.00	72,686.90
55400 Medicare Coverage Expense	11,112.62	15,570.00	4,457.38
55500 Unemployment Insurance	2,871.53	75,000.00	72,128.47
Total Employee Benefits	381,508.68	651,265.00	269,756.32
Services and Supplies			
61110 Operating Supplies	4,157.95	15,015.00	10,857.05
61130 Software Maintenance	263,429.85	265,000.00	1,570.15
61400 Equipment Repair & Maint.	-	250.00	250.00
61410 Contracted Services	51,242.18	77,192.00	25,949.82
61900 Professional Services	83,960.29	384,000.00	300,039.71
61910 Legal Services	50,566.09	265,000.00	214,433.91
62510 Advertising	-	20,000.00	20,000.00
62600 Community Events	-	2,250.00	2,250.00
62610 Staff Day	1,621.50	30,000.00	28,378.50
62620 Recruitment	43,145.44	50,000.00	6,854.56
62700 Education & Training	83,846.07	150,000.00	66,153.93
62800 Travel & Transportation	27,392.95	50,000.00	22,607.05
63000 Dues & Subscriptions	349.99	5,000.00	4,650.01
65000 Miscellaneous Expenses	426.29	1,000.00	573.71
Total Services and Supplies	610,138.60	1,314,707.00	704,568.40
Total Human Resources-250	1,713,931.49	3,039,736.00	1,325,914.88

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

General Fund - 100
HR-Work Insurance - 251
From 07/01/2023 through 04/19/2024

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51700 Separation Pay	450,833.84	450,000.00	-
51800 Leave Buyout	293,567.46	500,000.00	206,432.54
Total Salaries and Wages	744,401.30	950,000.00	206,432.54
Employee Benefits			
55200 Group Insurance	68,360.10	205,200.00	136,839.90
55300 Workers' Comp. Payments	124,389.95	271,544.00	147,154.05
55500 Unemployment Insurance	-	75,000.00	75,000.00
Total Employee Benefits	192,750.05	551,744.00	358,993.95
Total HR-Work Insurance-251	937,151.35	1,501,744.00	565,426.49

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

**General Fund - 100
Information Technology - 260
From 07/01/2023 through 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	1,409,295.30	1,742,485.00	333,189.70
51300 Overtime Pay	12,779.38	28,750.00	15,970.62
51400 Call Back Pay	180.71	-	-
51600 Longevity Pay	8,417.42	10,445.00	2,027.58
Total Salaries and Wages	1,430,672.81	1,781,680.00	351,187.90
Employee Benefits			
55100 Employees Retirement	471,982.28	587,232.00	115,249.72
55200 Group Insurance	207,796.53	267,713.00	59,916.47
55400 Medicare Coverage Expense	20,593.01	25,417.00	4,823.99
Total Employee Benefits	700,371.82	880,362.00	179,990.18
Services and Supplies			
61110 Operating Supplies	22,691.61	25,000.00	2,308.39
61120 Software & User Licenses	23,358.08	30,000.00	6,641.92
61130 Software Maintenance	584,481.87	757,000.00	172,518.13
61210 Small Equipment	20,117.43	35,000.00	14,882.57
61400 Equipment Repair & Maint.	204,333.25	607,000.00	402,666.75
61410 Contracted Services	23,919.90	35,000.00	11,080.10
61600 Telephone	523,602.18	690,000.00	166,397.82
62700 Education & Training	24,560.25	25,000.00	439.75
62800 Travel & Transportation	5,823.73	10,000.00	4,176.27
65000 Miscellaneous Expenses	214.08	300.00	85.92
Total Services and Supplies	1,433,102.38	2,214,300.00	781,197.62
Total Information Technology-260	3,564,147.01	4,876,342.00	1,312,375.70

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

**General Fund - 100
Literacy Services - 270
From 07/01/2023 through 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	77,509.88	619,812.00	542,302.12
51200 Salaries - Part Time	5,935.76	1,026,667.00	1,020,731.24
51300 Overtime Pay	2.00	-	-
51600 Longevity Pay	-	1,453.00	1,453.00
Total Salaries and Wages	83,447.64	1,647,932.00	1,564,486.36
Employee Benefits			
55100 Employees Retirement	25,906.35	215,397.00	189,490.65
55200 Group Insurance	5,656.14	95,680.00	90,023.86
55400 Medicare Coverage Expense	1,589.90	86,202.00	84,612.10
Total Employee Benefits	33,152.39	397,279.00	364,126.61
Services and Supplies			
61100 Office Supplies	1,159.53	2,000.00	840.47
61110 Operating Supplies	700.78	10,000.00	9,299.22
61410 Contracted Services	29,093.50	37,175.00	8,081.50
62700 Education & Training	-	5,000.00	5,000.00
62800 Travel & Transportation	276.73	6,000.00	5,723.27
Total Services and Supplies	31,230.54	60,175.00	28,944.46
Total Literacy Services-270	147,830.57	2,105,386.00	1,957,557.43

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

General Fund - 100
Branding and Marketing - 280
From 07/01/2023 through 04/19/2024

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	692,574.79	957,022.00	264,447.21
51300 Overtime Pay	61.92	-	-
51600 Longevity Pay	1,466.71	1,800.00	333.29
Total Salaries and Wages	694,103.42	958,822.00	264,780.50
Employee Benefits			
55100 Employees Retirement	227,307.72	321,205.00	93,897.28
55200 Group Insurance	88,524.97	130,766.00	42,241.03
55400 Medicare Coverage Expense	10,022.39	13,903.00	3,880.61
Total Employee Benefits	325,855.08	465,874.00	140,018.92
Services and Supplies			
61110 Operating Supplies	5,649.95	26,800.00	21,150.05
61120 Software & User Licenses	355,528.48	356,052.00	523.52
61210 Small Equipment	19,048.60	20,000.00	951.40
61400 Equipment Repair & Maint.	8,288.85	15,576.00	7,287.15
61410 Contracted Services	112,310.07	367,700.00	255,389.93
61500 Rental Expenses	-	700.00	700.00
61910 Legal Services	-	10,000.00	10,000.00
62500 Postage	21,215.00	230,000.00	208,785.00
62510 Advertising	339,771.21	371,000.00	31,228.79
62600 Community Events	2,550.00	50,000.00	47,450.00
62800 Travel & Transportation	772.61	18,000.00	17,227.39
62900 Printing & Reproduction	290,183.74	350,000.00	59,816.26
65000 Miscellaneous Expenses	100.00	1,500.00	1,400.00
Total Services and Supplies	1,155,418.51	1,817,328.00	661,909.49
Total Branding and Marketing-280	2,175,377.01	3,242,024.00	1,066,708.91

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

General Fund - 100
Access Services - 290
From 07/01/2023 through 04/19/2024

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	499,579.90	734,966.00	235,386.10
51200 Salaries - Part Time	93,198.50	118,957.00	25,758.50
51300 Overtime Pay	-	5,750.00	5,750.00
51600 Longevity Pay	7,313.13	9,048.00	1,734.87
Total Salaries and Wages	600,091.53	868,721.00	268,629.47
Employee Benefits			
55100 Employees Retirement	193,076.19	275,912.00	82,835.81
55200 Group Insurance	64,024.49	108,842.00	44,817.51
55400 Medicare Coverage Expense	10,319.64	14,953.00	4,633.36
Total Employee Benefits	267,420.32	399,707.00	132,286.68
Services and Supplies			
61100 Office Supplies	817.96	2,500.00	1,682.04
61110 Operating Supplies	14,097.57	29,460.00	15,362.43
61130 Software Maintenance	105,633.52	160,000.00	54,366.48
61205 Interlibrary Loan	771.44	1,500.00	728.56
61210 Small Equipment	-	7,500.00	7,500.00
61900 Professional Services	5,400.27	5,500.00	99.73
62700 Education & Training	196.00	5,000.00	4,804.00
62800 Travel & Transportation	784.32	5,000.00	4,215.68
63000 Dues & Subscriptions	150.00	150.00	-
Total Services and Supplies	127,851.08	216,610.00	88,758.92
Total Access Services-290	995,362.93	1,485,038.00	489,675.07

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

**General Fund - 100
Collection and Bibliographic Services - 310
From 07/01/2023 through 04/19/2024**

		YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages				
51100	Salaries - Full Time	1,047,201.17	1,286,678.00	239,476.83
51200	Salaries - Part Time	14,122.31	51,582.00	37,459.69
51300	Overtime Pay	16.87	-	-
51600	Longevity Pay	23,082.47	28,910.00	5,827.53
Total Salaries and Wages		1,084,422.82	1,367,170.00	282,764.05
Employee Benefits				
55100	Employees Retirement	358,819.55	449,449.00	90,629.45
55200	Group Insurance	201,670.36	292,552.00	90,881.64
55400	Medicare Coverage Expense	17,996.95	21,407.00	3,410.05
Total Employee Benefits		578,486.86	763,408.00	184,921.14
Services and Supplies				
61110	Operating Supplies	998.45	1,000.00	1.55
61120	Software & User Licenses	34,020.79	35,000.00	979.21
61200	Book Materials & Supplies	52,055.19	110,000.00	57,944.81
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	68,720.93	154,000.00	85,279.07
62800	Travel & Transportation	23.58	5,000.00	4,976.42
Total Services and Supplies		155,818.94	310,000.00	154,181.06
Capital Outlay				
81700	Library Books	8,726,258.28	13,100,000.00	4,373,741.72
Total Capital Outlay		8,726,258.28	13,100,000.00	4,373,741.72
Total Collection and Bibliographic Services-310		10,544,986.90	15,540,578.00	4,995,607.97

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

General Fund - 100
Gallery Services - 320
From 07/01/2023 through 04/19/2024

		YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages				
51100	Salaries - Full Time	106,476.44	133,389.00	26,912.56
Total Salaries and Wages		106,476.44	133,389.00	26,912.56
Employee Benefits				
55100	Employees Retirement	35,385.80	44,685.00	9,299.20
55200	Group Insurance	20,798.32	28,937.00	8,138.68
55400	Medicare Coverage Expense	1,564.66	1,934.00	369.34
Total Employee Benefits		57,748.78	75,556.00	17,807.22
Services and Supplies				
61110	Operating Supplies	1,503.27	8,500.00	6,996.73
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	194.38	3,500.00	3,305.62
62900	Printing & Reproduction	294.67	1,500.00	1,205.33
Total Services and Supplies		1,992.32	15,500.00	13,507.68
Total Gallery Services-320		166,217.54	224,445.00	58,227.46

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

**General Fund - 100
Programming and Venues Services - 330
From 07/01/2023 through 04/19/2024**

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	1,253,385.22	1,682,396.00	429,010.78
51200 Salaries - Part Time	263,510.99	335,091.00	71,580.01
51300 Overtime Pay	9,083.32	23,000.00	13,916.68
51600 Longevity Pay	15,064.42	15,562.00	497.58
Total Salaries and Wages	1,541,043.95	2,056,049.00	515,005.05
Employee Benefits			
55100 Employees Retirement	444,938.21	603,779.00	158,840.79
55200 Group Insurance	194,536.29	324,415.00	129,878.71
55400 Medicare Coverage Expense	34,755.44	43,784.00	9,028.56
Total Employee Benefits	674,229.94	971,978.00	297,748.06
Services and Supplies			
61110 Operating Supplies	26,171.50	27,000.00	828.50
61120 Software & User Licenses	3,146.64	12,000.00	8,853.36
61210 Small Equipment	18,581.26	67,500.00	48,918.74
61400 Equipment Repair & Maint.	2,254.37	8,000.00	5,745.63
61410 Contracted Services	278,378.08	431,600.00	153,221.92
61500 Rental Expenses	10,790.54	30,000.00	19,209.46
62700 Education & Training	419.00	7,000.00	6,581.00
62800 Travel & Transportation	11,663.24	16,000.00	4,336.76
63000 Dues & Subscriptions	215.00	2,000.00	1,785.00
Total Services and Supplies	351,619.63	601,100.00	249,480.37
Total Programming and Venues Services-330	2,566,893.52	3,629,127.00	1,062,233.48

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

General Fund - 100
Community Engagement - 340
From 07/01/2023 through 04/19/2024

	YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages			
51100 Salaries - Full Time	210,613.65	373,574.00	162,960.35
Total Salaries and Wages	210,613.65	373,574.00	162,960.35
Employee Benefits			
55100 Employees Retirement	69,758.69	125,147.00	55,388.31
55200 Group Insurance	32,477.99	49,323.00	16,845.01
55400 Medicare Coverage Expense	3,133.98	5,417.00	2,283.02
Total Employee Benefits	105,370.66	179,887.00	74,516.34
Services and Supplies			
61110 Operating Supplies	1,458.88	10,000.00	8,541.12
61120 Software & User Licenses	23,167.27	24,000.00	832.73
61210 Small Equipment	7,122.94	35,000.00	27,877.06
61410 Contracted Services	69,850.00	99,000.00	29,150.00
62600 Community Events	1,022.63	5,000.00	3,977.37
62700 Education & Training	695.00	4,000.00	3,305.00
62800 Travel & Transportation	5,535.11	10,000.00	4,464.89
62900 Printing & Reproduction	-	3,000.00	3,000.00
63000 Dues & Subscriptions	950.00	2,000.00	1,050.00
Total Services and Supplies	109,801.83	192,000.00	82,198.17
Total Community Engagement-340	425,786.14	745,461.00	319,674.86

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

**General Fund - 100
Library Operations - 400
From 07/01/2023 through 04/19/2024**

		YTD Actual	Budget	Budget Balance Remaining
Salaries and Wages				
51100	Salaries - Full Time	12,123,339.49	15,769,695.00	3,646,355.51
51200	Salaries - Part Time	3,697,775.66	5,833,012.00	2,135,236.34
51300	Overtime Pay	1,427.22	-	-
51600	Longevity Pay	127,788.34	170,662.00	42,873.66
Total Salaries and Wages		15,950,330.71	21,773,369.00	5,824,465.51
Employee Benefits				
55100	Employees Retirement	4,128,421.29	5,455,509.00	1,327,087.71
55200	Group Insurance	2,137,684.64	3,122,541.00	984,856.36
55400	Medicare Coverage Expense	452,241.33	653,774.00	201,532.67
Total Employee Benefits		6,718,347.26	9,231,824.00	2,513,476.74
Services and Supplies				
61100	Office Supplies	351,613.34	535,680.00	184,066.66
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	14,553.38	17,616.00	3,062.62
62800	Travel & Transportation	20,080.47	51,000.00	30,919.53
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
Total Services and Supplies		386,247.19	612,296.00	226,048.81
Total Library Operations-400		23,054,925.16	31,617,489.00	8,563,991.06

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

General Fund - 100
From 03/20/2024 through 04/19/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
19994	3/25/2024	10129	Fun Express LLC	Pirates	123.88
19995	3/25/2024	10641	Quench USA, Inc.	Various: FY 24 - Filtered Drinking Water	1,028.62
19996	3/25/2024	10834	Brittany Mangelson	Nam Comm Mtg 3-11	152.50
19997	3/25/2024	10927	CenturyLink	Service 03.20.24 - 04.19.24	323.02
19998	3/25/2024	11055	Bryant Rogers	March BOT MTGS 03.11.24 - 03.14.24	80.00
19999	3/25/2024	11062	Blue Planet Lighting, Inc.	Equipment Repair	611.99
20000	3/25/2024	11652	Nathaniel Paul Waugh	March BOT Mtgs	80.00
20001	3/25/2024	11828	Omnigo Software	Omnigo Software Annual	7,729.04
20002	3/25/2024	12005	NCC Group Software Resilience (NA) LLC	NCC Group Software Resilience	375.00
20003	3/25/2024	1201	Best Janitorial Services of Nevada	Extra Janitorial Services: Jul 23 - Feb 24	5,162.00
20004	3/25/2024	12045	Eagle Promotions	Blanket PO BAM swag thru June 2024	24,227.00
20005	3/25/2024	12054	Amazon Capital Services, Inc.	Amazon Billing 2/15/24 to 3/14/24	50,579.75
20006	3/25/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	4,187.44
20007	3/25/2024	12175	PSI Services, LLC	Feb 2024 Testing 04-22515868	86.00
20008	3/25/2024	12302	Elaine Sanchez	March BOT MTGS 03.11.24 - 03.14.24	40.00
20009	3/25/2024	12405	Karen L. Dutkowski	March BOT MTGS 03.11.24 - 03.14.24	80.00
20010	3/25/2024	1429	DC Thomas	BD Rent April 2024	1,617.12
20011	3/25/2024	1580	Ferguson Enterprises, LLC	RB - Plumbing W RR is Clogged	269.18
20013	3/25/2024	1757	Ingram Library Services	My First Library Books	970.81
20014	3/25/2024	2152	Codale Electric Supply Inc	WH - Lighting YPL Lights	132.36
20015	3/25/2024	2234	Overton Power District #5	SVC 2/8/24 - 3/8/24 MV	208.78
20016	3/25/2024	2307	Progressive Elevator	CC: FY 24 - Elevator Maintenance	795.00
20017	3/25/2024	2471	Silver State Glass & Mirror	WV: Vandalism broken glass	2,115.36
20018	3/25/2024	2798	Brodart Co.	Order PURO25539	160,354.46
20019	3/25/2024	2860	Las Vegas Review Journal	Blanket POS thru June 2024 RJ Advertising	4,850.00
20020	3/25/2024	2887	Thomson Reuters West Payment Ctr	Reference materials-CCDC and MISD	3,457.16
20021	3/25/2024	3149	Midwest Tape	Order PURO25674	10,924.79
20022	3/25/2024	3435	Ace Fire Systems, Inc.	Various: FY 24 Fire Alarm/Sprinkler Testing	220.00
20023	3/25/2024	4042	Baker & Taylor, Inc.	Order PURO25786	2,520.85
20024	3/25/2024	4540	Robert Half	Gardiner,Julia WE 03/15/2024	1,866.00
20025	3/25/2024	4676	Color Reflections	Blanket PO printing thru June 2024	2,432.00
20026	3/25/2024	4742	Deseret Book Co.	Order PURO25660	12.79
20027	3/25/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	263.52
20028	3/25/2024	6253	Karen Whisenhunt	Branch Radios-Motorola Products	691.00
20030	3/25/2024	7687	United Lock and Security, Inc.	EV-Keys Made DT015/WV Hmwrk Help Cart	16.00
20031	3/25/2024	7943	Communication Electronic Systems Inc	FY 24 - Burglar/Fire Alarm Monitoring	85.00
20032	3/25/2024	8010	Allied Universal Security Services	FY24 Security-Special Events	8,021.96
20033	3/25/2024	8565	WT Cox Information Services	Order PURO25736	805.00
20034	3/25/2024	8593	American Sign Language Communication	Order PURO25802-Interpreting Services	170.00
20035	3/25/2024	8718	Library Ideas, LLC	Order PURO25745	11,690.40
20036	3/25/2024	9191	Canon Solutions America, Inc.	CM6007007692 refunded-ck#992628	333.13
20037	3/25/2024	9287	Otis Elevator Company	WM: FY 24 - Elevator Maintenance	900.49
20038	3/25/2024	9332	Felipe A. Ortiz	March BOT Mtgs BOT MTGS 03.11.24 - 03.14.24	40.00
20039	3/25/2024	9383	Office Plus	Copier/printer ink	12,107.43
20041	3/25/2024	9631	Elliott's Sewer & Drain	Various: FY 24 - Misc Plumbing Repairs	217.75
20042	4/1/2024	10162	CenturyLink	Local Service from 03.24.24 to 04.23.24	137.63
20044	4/1/2024	10834	Brittany Mangelson	March 14 Mtg	239.25
20045	4/1/2024	11626	Jay Atwood	(2355510) Main Theater,(T192197)Green Room	285.00
20046	4/1/2024	11686	Reliable Pump & Motor	CC,SW,WV: FY24-Sump/Fire Pump	550.00
20047	4/1/2024	11724	Greenberg Traurig LLP	March Legal Svc	244.50
20049	4/1/2024	12045	Eagle Promotions	Blanket PO BAM swag thru June 2024	553.50
20050	4/1/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	125.78
20051	4/1/2024	12407	Par 3 Landscape and Maintenance Inc	Landscape Maint Svcs Oct 23-Sept 24	19,130.00
20052	4/1/2024	12464	Nationwide Premium Holding	January 2024	2,017.81
20053	4/1/2024	12788	Mt Charleston Snow Removal LLC	MC: Snow Removal - FY 24	225.00
20055	4/1/2024	1566	Fairway Chevrolet	LOF & topped off misc fluids	1,679.92
20057	4/1/2024	1627	Cengage Learning, Inc.	Books FY 24-25	3,347.80
20059	4/1/2024	1757	Ingram Library Services	Books & Materials FY 24	50,892.47
20060	4/1/2024	1803	JanWay Company USA, Inc.	Smaller Giveaway Totebags	13,180.00
20061	4/1/2024	1854	Kamer Zucker Abbott	Attorney Legal Fees	3,320.00
20062	4/1/2024	2152	Codale Electric Supply Inc	All WV - Lighting Entire TH	459.08
20063	4/1/2024	2307	Progressive Elevator	CC: FY 24 - Elevator Maintenance	750.00
20064	4/1/2024	2350	Rebel Oil Company	SC: Vehicle Diesel & Unleaded Fuel	296.12
20065	4/1/2024	2351	Silsam Inc., dba Rebel Party Rentals	Rental items Mystic Fair 3-23-24	1,698.10
20066	4/1/2024	2486	Sonitrol Of Southern NV	FY24-Burglar/Fire/Panic Button Repair	297.00
20067	4/1/2024	2490	Source 4 Industries	WMSC-Flat Free Wheel-4 Pcs Central Sort	148.08
20069	4/1/2024	2733	Phoenix Fire Protection LLC	Various: FY 24 - Fire Sprinkler Tests/Insp	300.00
20070	4/1/2024	2798	Brodart Co.	Library Books & Materials FY 2024	31,390.72
20071	4/1/2024	2852	Chem-Aqua, Inc.	EV & RB: FY 24-HVAC Water Treatment	788.27
20072	4/1/2024	2853	Dick Blick	Watercolor Art Night	184.66
20073	4/1/2024	2891	AFLAC	March 2024	777.82
20074	4/1/2024	3143	FedEx Office - Customer Admin Svcs	FY 23 ACFR Books	546.83
20075	4/1/2024	3149	Midwest Tape	Order PURO25559	11,694.25
20076	4/1/2024	3435	Ace Fire Systems, Inc.	Various: FY 24 Fire Alarm/Sprinkler Testing	125.00
20077	4/1/2024	4224	DataPLUS Communications	Trouble Shoot PA System	190.00
20078	4/1/2024	4540	Robert Half	Gardiner,Julia WE 03/22/2024	1,866.00
20079	4/1/2024	4604	Brodart Library Supplies & Furnishings	Invoice P039176	1,460.00
20080	4/1/2024	4676	Color Reflections	Blanket PO printing thru June 2024	3,488.00
20081	4/1/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	131.76
20082	4/1/2024	5130	OverDrive Inc.	Overdrive invoices	310,543.01
20083	4/1/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	1,370.50
20084	4/1/2024	5769	The Penworthy Company	24 invoices s o boardbooks	9,775.10
20085	4/1/2024	6206	Vitral LLC	Translation - 3D Printing	365.00
20086	4/1/2024	6254	Board of Regents	Sewer SVC 4/1/24 - 6/30/24 WC	1,824.97
20087	4/1/2024	7419	EDS Electronics Inc.	SW: Fire Alarm Tests/Insp	330.00
20088	4/1/2024	7943	Communication Electronic Systems Inc	Various: FY 24 - Fire Alarm Tests/Insp	1,085.00
20089	4/1/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	168.75
20091	4/1/2024	9187	Whitney's Water Systems, Inc.	MQL & MQLC:FY 24-Backflow & Grease Trap	375.00
20092	4/1/2024	9191	Canon Solutions America, Inc.	Newsppr Direct Print 01.27.24-02.26.24 CC	8,799.36
20093	4/1/2024	9383	Office Plus	Copier Ink	9,133.01
20094	4/1/2024	9553	Ashworth and Belcastro Systems (ABS)	SU: FY 24 Fire Alarm Testing & Monitoring	135.00

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

General Fund - 100
From 03/20/2024 through 04/19/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20095	4/1/2024	9730	Commercial Lighting Specialties, LLC	SU - EXIT Lighting	85.50
20096	4/1/2024	9821	Liquid Courage	Tales and Cocktails 03.07.24	1,275.00
20098	4/1/2024	9907	Principal Life Insurance Company	Principal April 2024	29,650.48
20099	4/8/2024	10017	CDA Media Relations	April Purchasing ad	350.00
20100	4/8/2024	10129	Fun Express LLC	Holidays	541.17
20101	4/8/2024	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC:FY24-Landscape Maintenance	800.00
20102	4/8/2024	10212	Virgin Valley Water District	SVC 2/20/24 - 3/20/24 MQLC	303.96
20103	4/8/2024	10535	Johnson Controls Fire Protection LP	EN: FY 24 - Fire Alarm Tests/Insp	159.50
20104	4/8/2024	10536	Ivan Aguirre	DJ Service Chalk Fest 2024	250.00
20105	4/8/2024	10701	Staples Technology Solutions	APC Replacement UPS Battery	93.47
20106	4/8/2024	1180	Baron Pest Solutions, Inc.	LA: FY 24 - Pest Control	47.00
20107	4/8/2024	1201	Best Janitorial Services of Nevada	Various: FY24-Janitorial Service	157,132.20
20108	4/8/2024	12788	Mt Charleston Snow Removal LLC	MC: Snow Removal - FY 24	225.00
20109	4/8/2024	12809	Gallagher	2024 Staffing Analysis	277.50
20111	4/8/2024	1300	Cashman Equipment Company	Various:FY 24-Generator/Fire Pump Service	1,366.25
20112	4/8/2024	1580	Ferguson Enterprises, LLC	SC-Plumbing Sink n Staff Lounge Leak 2nd Fl	91.71
20113	4/8/2024	1854	Kamer Zucker Abbott	Attorney/Legal fees March 2024	2,961.09
20114	4/8/2024	1897	Lakeshore Learning Materials	Storytime Refresh	635.74
20115	4/8/2024	2152	Codale Electric Supply Inc	WM - Lighting	810.43
20116	4/8/2024	2169	Nevada Illumination	Various FY24-Parking Lot Lighting Repair	751.55
20117	4/8/2024	2215	OCLC Inc.	EZproxy Hosted FY24 Renewal	9,091.70
20118	4/8/2024	2234	Overton Power District #5	SVC 2/22/24 - 3/22/24 MT	174.26
20119	4/8/2024	2567	Teamsters Local Union #14	Union Dues - April 2024	12,305.00
20120	4/8/2024	2698	Virgin Valley Disposal	SVC 3/1/24 - 3/31/24 MQ	126.40
20121	4/8/2024	2860	Las Vegas Review Journal	Legals CLS - RFQ No. 24-10 Broker of Record	1,727.65
20122	4/8/2024	3149	Midwest Tape	Library Audio Materials FY 2023-24	15,327.53
20123	4/8/2024	3324	Rio Virgin Telephone Co.	Service 04/01/2024 to 04/30/2024	469.79
20124	4/8/2024	3435	Ace Fire Systems, Inc.	Various: FY 24 Fire Alarm/Sprinkler Testing	240.00
20125	4/8/2024	3770	Cox Communications of Las Vegas	Invoice P039201	30,985.08
20126	4/8/2024	3776	Got Bugs LLC	MQL & MQLC: FY 24-Pest Control	200.00
20127	4/8/2024	4043	Won-Door Corporation	SW: FY 24 - Ann'l Elevator Smoke Test	594.99
20128	4/8/2024	4517	Fingerprint Pros, Inc.	Order PU025924	885.00
20129	4/8/2024	4522	Quest Diagnostics	Preemployment drug tsts	622.40
20130	4/8/2024	4540	Robert Half	J. Gardiner w/e 3/29/24	1,866.00
20131	4/8/2024	4676	Color Reflections	Blanket PO printing thru June 2024	949.50
20132	4/8/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	144.66
20133	4/8/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	250.00
20134	4/8/2024	8010	Allied Universal Security Services	Various: FY 24 Security - On-Site	190,811.63
20137	4/8/2024	9383	Office Plus	17 toners CH	6,992.72
20138	4/8/2024	9393	Pamela Sundlie	Face Painting - Chalk Fest 2024	1,000.00
20139	4/8/2024	9431	B&H Photo-Video	Camera Equipment for EN	1,094.00
20141	4/8/2024	9489	Teledata Technologies	CH:Repair & Replace Tel Paging System	1,659.71
20142	4/8/2024	9631	Elliott's Sewer & Drain	Various: FY 24 -Misc Plumbing Repairs	137.75
20143	4/8/2024	9730	Commercial Lighting Specialties, LLC	RB - Lighting ER Battery Ballast	394.50
20145	4/8/2024	9821	Liquid Courage	Tales and Cocktails 03.15.24	1,524.84
20146	4/8/2024	9843	Gen-Tech of Nevada, Inc.	CC& SM: FY 24 - Generator Service	2,100.15
20147	4/8/2024	9890	High Sierra Elevator Inspections	Various:FY 24-Annual Elevator Inspections	1,767.50
20148	4/15/2024	10129	Fun Express LLC	Order PU025454	1,905.93
20149	4/15/2024	10877	Playaway Products, LLC	Order PU025986 Library Books	8,524.05
20150	4/15/2024	11062	Blue Planet Lighting, Inc.	Lamp Replacement	665.11
20151	4/15/2024	11626	Jay Atwood	Yamaha Console P22 T103429 Multi-Prps Rm	135.00
20152	4/15/2024	11653	Bombard Mechanical LLC	CC: Sewer Line Blockage	1,780.75
20153	4/15/2024	11685	Main-G, Inc.	Various:FY 24 -Annual Backflow Certs	1,825.00
20154	4/15/2024	11941	Brink's Incorporated	Excess Services - 03.01.24 - 03.31.24	3,869.68
20155	4/15/2024	11984	Victig Background Screening	Order PU025959	1,711.30
20156	4/15/2024	12175	PSI Services, LLC	March Inv 04-22516251	43.00
20157	4/15/2024	1240	Brady Industries of Nevada, LLC	Consumer Supplies-Stock	983.37
20160	4/15/2024	1580	Ferguson Enterprises, LLC	#42 - Consumables - Plumbing Stock	466.68
20161	4/15/2024	1837	Johnstone Supply	SC & RB - HVAC	229.26
20162	4/15/2024	2152	Codale Electric Supply Inc	RB - Lighting HH Room	107.55
20163	4/15/2024	2215	OCLC Inc.	IFM debits 3/1/24-3/31/24	311.68
20164	4/15/2024	2234	Overton Power District #5	SVC 3/1/24 - 4/1/24 MV	1,854.03
20165	4/15/2024	2486	Sonitrol OF Southern NV	FY24-Burglar/Fire/Panic Button Repair	133.56
20166	4/15/2024	2702	Grainger, Inc.	Orange Cones for Outreach	742.60
20167	4/15/2024	2733	Phoenix Fire Protection LLC	Various: FY 24 - Fire Sprinkler Tests/Insp	300.00
20168	4/15/2024	2798	Brodart Co.	Order PU025827	45,012.02
20169	4/15/2024	2822	City of Mesquite Sanitation	Sanitation SVC 4/1/24/24 - 6/30/24 MQLC	581.44
20170	4/15/2024	2853	Dick Blick	Paint supplies	410.29
20171	4/15/2024	2860	Las Vegas Review Journal	Blanket POS thru June 2024 RJ Advertising	6,280.00
20172	4/15/2024	2914	Iron Mountain	FY 2024 Service	607.57
20173	4/15/2024	3149	Midwest Tape	Library Audio Materials FY 2023-24	10,374.41
20174	4/15/2024	3307	Unique Management Services, Inc.	Placements - March 2024	5,973.75
20175	4/15/2024	3355	Teamsters Security Fund S. Nevada	April 2024	425,489.17
20176	4/15/2024	3435	Ace Fire Systems, Inc.	EV: Fire Sprinkler Repair	425.00
20177	4/15/2024	3823	Lucas Holdings, LLC	Order PU025859	6,275.93
20178	4/15/2024	4042	Baker & Taylor, Inc.	Library Books & Materials FY 2024	5,367.50
20179	4/15/2024	4540	Robert Half	Week Ended 1-26-24 Dawn Lewis	1,886.10
20180	4/15/2024	4723	Purvis Industries - Las Vegas NV	RB - HVAC Gates - Belts	362.75
20181	4/15/2024	4897	Public Employees Benefits Program State of NV	Group # 750 PEBP Premium April 2024	6,836.01
20182	4/15/2024	5130	OverDrive Inc.	Overdrive invoices & databases	310,944.01
20183	4/15/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	1,822.00
20184	4/15/2024	5769	The Penworthy Company	March 2024 juvi book order	17,781.13
20185	4/15/2024	6646	Aqua Serv Engineers, Inc.	Various: FY24-Water Treatment	1,430.88
20186	4/15/2024	7188	Innovative Interfaces, Inc.	1,005 eMARC Express March 2024	753.75
20187	4/15/2024	7671	Rentokil	Various: FY 24 - Pest Control	1,413.00
20188	4/15/2024	8010	Allied Universal Security Services	FY24 Security-Special Events	6,326.02
20189	4/15/2024	8122	Staples Advantage Dept LA	Operating Supplies LIT	1,281.70
20190	4/15/2024	8354	Gruber Technical Inc.	SM: Replace (36) UPS Batteries	1,299.64
20191	4/15/2024	8438	Carrier Corporation	RB & SM: FY 24 - Chiller Service	1,530.67
20192	4/15/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	646.25
20193	4/15/2024	8593	American Sign Language Communication	2 hours ASL Service for WC	350.00

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

General Fund - 100
From 03/20/2024 through 04/19/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20194	4/15/2024	9074	Statewide Fire Protection - Western States	CH & WM:FY 24-Fire Sprinkler Tests/Insp	175.00
20195	4/15/2024	9191	Canon Solutions America, Inc.	Newsppr Direct Print 01.27.24-02.26.24 CC	3,736.31
20196	4/15/2024	9383	Office Plus	Black toner FAC	7,238.40
20197	4/15/2024	9454	Apple Inc.	Branch iPad + pencil RB	1,394.00
20198	4/15/2024	9489	Teledata Technologies	SU data install	4,011.00
20199	4/15/2024	9553	Ashworth and Belcastro Systems (ABS)	SU:FY24 Fire Alarm Testing & Monitoring	390.00
20200	4/15/2024	9827	Vision Sign Inc.	RB: Neon repair	927.28
20201	4/15/2024	9869	Unique Integrated Communications	Call Center March 2024	6,371.07
93911	3/21/2024	10036	Vegas City Opera	WC Vegas City Opera 2024	1,000.00
93912	3/21/2024	10253	Elizabeth Ann Foyt	March BOT Mtgs	40.00
93913	3/21/2024	10389	The Firm	Blanket PO the Firm PR Svcs Nov 23-June24	4,661.68
93914	3/21/2024	10458	4imprint Inc.	Outreach Swag Items	7,496.38
93915	3/21/2024	10881	Cosco Fire Protection, Inc.	EV: FY 24 - Fire Sprinkler Inspections	455.00
93916	3/21/2024	10900	Asian Journal Publications	Asian Journal Feb Ads	2,400.00
93917	3/21/2024	11589	Greenspun Media Group, LLC	Blanket PO for ads thru June 2024	3,000.00
93918	3/21/2024	11644	Advent Cleaners	Outreach - 3 Tablecloths to be Cleaned	62.37
93919	3/21/2024	11988	Steven Joseph Spatafore	Photography	300.00
93921	3/21/2024	12193	Robert J. Leppke Jr.	Freelance Design - Feb	585.00
93922	3/21/2024	12378	Thomas S Klise Company	Order PUR025788	19,057.82
93924	3/21/2024	12413	Christopher L Shelton	March BOT MTGS 03.11.24 - 03.14.24	80.00
93926	3/21/2024	12806	John William Caraway	Refund Library Materials	22.96
93927	3/21/2024	12819	Xingjin Sun	Refund library materials	19.99
93928	3/21/2024	12828	Michelle Stybaly Leon	Refund Library Materials	54.94
93929	3/21/2024	12928	Kelly Taylor Lane Smith	Replace stale date pyck 2023 PR#5	233.37
93930	3/21/2024	2053	Matthew Bender & Co., Inc.	Order PUR025695	1,252.06
93931	3/21/2024	2159	AT&T SBC	Svc 03.11.24 - 04.10.24	393.64
93932	3/21/2024	2175	NV Energy	SVC Summary Feb 2024	107,574.18
93933	3/21/2024	2494	Southwest Gas Corp.	SVC 2/6/24-3/6/24 LA	4,446.06
93934	3/21/2024	2772	Xerox Corporation	Xerox Printer	1,890.97
93935	3/21/2024	4117	Television Monitoring Services, Inc.	Blanket PO media orders thru June 2024	500.00
93936	3/21/2024	5246	Kelly D. Benavidez	March BOT Mtgs 03.11.24 - 03.14.24	80.00
93939	3/22/2024	1458	State Collections & Disbursement Unit	Order PUR025808	421.60
93940	3/22/2024	5026	Nevada State Treasurer	Order PUR025807	2.00
93941	3/26/2024	12929	Internal Revenue Service	Invoice P039177	3,262.98
93942	3/28/2024	10229	Marion Siguenza	Mystic Fair-Facepainter-3-23-24	285.00
93944	3/28/2024	10568	Katherine Swick	Astrology- Mystic Fair 3-23-24	500.00
93945	3/28/2024	10900	Asian Journal Publications	Asian Journal Ads	1,600.00
93947	3/28/2024	10963	Dynamic Gift LLC	500 Lanyards	680.00
93948	3/28/2024	11605	Keith Zalinger	Performance 2024 LA, CC, MQ, SW	900.00
93949	3/28/2024	11719	Mystic Mona	Order PUR025084 -Tarot 3-23-24	800.00
93950	3/28/2024	11916	GB Auto Service, Inc.	#49 - Replaced (1) Tire on Front	429.61
93951	3/28/2024	12042	Wish Wagon	Mystic Fair 3-23-24	600.00
93952	3/28/2024	12046	Enchanted Forest Reiki Center	Mystic Fair - 3-23-2024	1,520.00
93953	3/28/2024	12179	JaeAna Bernhardt	Sound Bowls-3-23-24 Mystic Fair	150.00
93954	3/28/2024	12212	Ashley DeeAnn Sechrist	Mystic Fair - Reiki 3-23-24	1,500.00
93955	3/28/2024	12399	Matthew Fowler	WC Matthew Fowler Concert 3.7.24	750.00
93956	3/28/2024	12418	Stoked On Printing Ltd	I <3 My Library Shirt - Reorder	781.20
93957	3/28/2024	12419	David Becker Photography Inc	Groundbreaking Photography	550.00
93958	3/28/2024	12441	Chundrea Gardner	Mystic Fair -Yoga 3-23-24	2,000.00
93959	3/28/2024	12487	Violin Sound Sanctuary LLC	Mystic Fair 3-23-24-Violin Med.	225.00
93960	3/28/2024	12488	Arlene Rivera	Mystic Fair -psychic 3-23-24	888.00
93961	3/28/2024	12489	Heather L Lageveen	Child meditation- Mystic Fair 3-23-24	50.00
93962	3/28/2024	12490	Suhenna Creations	Henna Art-Mystic Fair 3.23.24	600.00
93963	3/28/2024	12491	Marissa Romero	Ecstatic Dance Mystic Fair 3-23-24	800.00
93964	3/28/2024	12492	George Mclaurin	Mystic Fair- DJ 3-23-24	700.00
93965	3/28/2024	12815	ApplicantPro Holdings, LLC	Order PUR025684	11,362.00
93966	3/28/2024	12826	Abbott's Custom Printing	First Friday Signs	46.50
93967	3/28/2024	12833	Gavin Tabernilla	Refund for lost and paid	149.96
93968	3/28/2024	1577	FedEx	FedEx Express Services - Shipped 03.18.24	432.30
93969	3/28/2024	2170	Nevada Legal News, LLC	12 COPIES LEGAL DIRECTORIES MARCH 24	120.00
93970	3/28/2024	2494	Southwest Gas Corp.	SVC 2/14/24 - 3/14/24 CC	4,955.79
93971	3/28/2024	2772	Xerox Corporation	Meter Usage 02/12/24 to 02/23/24	393.08
93972	3/28/2024	2838	Verizon Wireless	Service 02.15.24 - 03.14.24	18,881.62
93973	3/28/2024	3106	Grey House Publishing, Inc.	Consumer Box Set Fall 2023 - Spring 2024	948.15
93974	3/28/2024	3383	Home Depot Credit Services	Feb-Mar 2024 Operating & Small Equip	2,193.16
93975	3/28/2024	4117	Television Monitoring Services, Inc.	Blanket PO media orders thru June 2024	150.00
93976	3/28/2024	9151	Occupational Health Centers of the SW, P.A.	PUR025772-Injury Care	159.00
93977	3/28/2024	9937	AFLAC Premium Holding	March 2024	2,556.08
93978	3/28/2024	9945	Texas Life Insurance Company	March 2024	187.55
93979	4/4/2024	10036	Vegas City Opera	A Woman's Thoughts- WM 3-29-24	500.00
93980	4/4/2024	10084	A Public Fit	APF 2023-2024 season	1,250.00
93982	4/4/2024	10179	Safe and Secure Alarms and Video	WC: FY 24-Burglar Alarm Monitoring	54.00
93983	4/4/2024	10217	T-Mobile	Fleet Locate 360 Feb 21, 24 to Mar 20, 24	448.00
93984	4/4/2024	10225	Pakor	Order PUR025793	568.57
93985	4/4/2024	10389	The Firm	Blanket PO the Firm PR Svcs Nov 23-June24	4,384.18
93986	4/4/2024	10534	Nevada Chamber Orchestra	WC NCO Programs 2024	500.00
93987	4/4/2024	10930	Business Enterprises of Nevada	EV: FY 24 - Cafe Management	3,362.00
93988	4/4/2024	11860	Brian Martinez LLC	Chalk Artist (chalk fest)	200.00
93989	4/4/2024	11973	BeezleBug Bit, LLC	Chalk Art (chalk fest)	200.00
93990	4/4/2024	12046	Enchanted Forest Reiki Center	Tarot and Palm Reading - Chalk Fest 2024	633.00
93991	4/4/2024	12059	Printed Solid Inc.	PLA Filament Restock	217.94
93992	4/4/2024	12209	Veronica D. Johnson	Balloon Artists chalk fest 24	1,200.00
93993	4/4/2024	12269	American Medical Response	On site Medical services	436.00
93994	4/4/2024	12295	Ricardo King	Maker Fair 2024	500.00
93995	4/4/2024	12414	Monkey Mind Management LLC	Yoga for Life Contract - Q4 2023	3,350.00
93997	4/4/2024	12419	David Becker Photography Inc	Photog-Re-Birth Collection of Thoughts	1,200.00
93998	4/4/2024	12436	First Friday Foundation	2024 First Friday Outreach	1,500.00
93999	4/4/2024	12452	Relax Inc dba	Engagement Survey	2,674.00
94000	4/4/2024	12453	Jonathan Elliott	Caricature Drawing - Chalk Fest 2024	600.00
94001	4/4/2024	12454	Jorge Salcedo	Caricature Drawing - Chalk Fest 2024	600.00
94002	4/4/2024	12459	Kirk Marsh	Bubble Circus- Chalk Fest	450.00

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

General Fund - 100
From 03/20/2024 through 04/19/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
94003	4/4/2024	12508	Thomas Bumbasukas	Pottery Wheel Demo - Chalk Fest 2024	175.00
94004	4/4/2024	12509	Ailene Pasco	Live artist demo for Chalk24	175.00
94005	4/4/2024	12516	Board of Regents	ILL pay for item	231.00
94006	4/4/2024	12517	Northwest University	ILL pay for item	100.00
94007	4/4/2024	12522	Christine Lane Dinino	Miscellaneous Payment	6,000.00
94008	4/4/2024	12789	Alina Lindquist	Chalk artist for chalk fest24	200.00
94009	4/4/2024	12792	Alexa Tapia	Chalk artist (CF) 032424	200.00
94010	4/4/2024	12793	Samantha Ganados	Chalk artist (Chalk fest)	200.00
94011	4/4/2024	12794	Kaleb Wesolek	Chalk artist (CF)	200.00
94012	4/4/2024	12801	Juneteenth Nevada	Juneteenth	1,800.00
94013	4/4/2024	12813	Chino Nabong	Order PU025653	600.00
94014	4/4/2024	12821	Brandnu Design Studio LLC	Hip Hop Architecture Camp, WV	15,000.00
94015	4/4/2024	12832	Masters of Barricades, LLC	Barricades for Chalk fest	545.50
94016	4/4/2024	12837	Alita Requena	50th Anniversary WV	500.00
94017	4/4/2024	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
94018	4/4/2024	1474	Di Bella Flowers & Gifts	Sympathy Arrangement	96.99
94019	4/4/2024	1991	Lowe's Improvement	Feb-Mar 2024 Operating & Small Equip	1,338.05
94020	4/4/2024	2097	Moapa Valley Telephone Co. Inc.	Service 03.26.24 - 04.25.24 MV	305.58
94021	4/4/2024	2159	AT&T SBC	Service 03.25.24 - 04.24.24	382.17
94022	4/4/2024	2494	Southwest Gas Corp.	SVC 2/23/24 - 3/22/24 CH	8,011.20
94023	4/4/2024	2838	Verizon Wireless	Service 02.21.24 - 03.20.24	3,091.69
94024	4/4/2024	3495	GFOA	FY24 Distinguished Budget Award	575.00
94025	4/4/2024	3755	Las Vegas Brass Band	2024 Concert Season	1,000.00
94026	4/4/2024	4117	Television Monitoring Services, Inc.	Blanket PO media orders thru June 2024	1,000.00
94027	4/4/2024	5026	Nevada State Treasurer	Mandated Court Payment	2.00
94028	4/4/2024	6817	Reliance Connects	Svcs 04.01.24 - 04.30.24 Bus Office	854.26
94029	4/4/2024	8441	Lego Education	Meadows Lego Club	639.90
94030	4/4/2024	9075	AR Iron, LLC	CH-Powdercoat exterior building lettering	2,200.00
94031	4/4/2024	9426	Rapid Color, Inc.	Blanket PO printing June 2024	625.00
94032	4/4/2024	9904	Diane Mandie	Sound Healing- Mt.C. CC, SM	2,400.00
94033	4/4/2024	9943	Catherine Maihen	Bellydance - Chalk Fest	800.00
94035	4/11/2024	10158	Poetry Promise, Inc.	Power of Poetry	4,000.00
94038	4/11/2024	11813	ASSA ABLOY Entrance Systems US Inc	Various: FY 24 Misc Door Repairs	876.08
94039	4/11/2024	11916	GB Auto Service, Inc.	#41 - LOF, Oil Filter, Tire Rotation & MPI	148.94
94040	4/11/2024	12084	Suffolk Cooperative Library System	Sustainable Librs Init 04/13/24 to 04/12/25	250.00
94041	4/11/2024	12106	Claudia Maureen Melton	Replace stale dated pyck 12.16.22	38.93
94042	4/11/2024	12180	i3screen	1 MRO Service	45.35
94043	4/11/2024	12191	CHUBB	March 2024	993.76
94044	4/11/2024	12219	Royce Industries LC	SC: FY 24 - Pressure Washer Service	1,047.60
94045	4/11/2024	12333	In-House Production	SM: Inspect Theater's Fire Curtain	420.00
94046	4/11/2024	12389	Open Heart Happy Heart LLC	EN Program Healing with Chakras	100.00
94047	4/11/2024	12443	Leslie Mendelson	WC Leslie Mendelson Program 4.4.23	1,000.00
94048	4/11/2024	12524	RAPSA! LLC	SU - Get Lost In NV Food Truck	250.00
94049	4/11/2024	12824	Amanda Kettler	Live Painting First Friday 4.5.24	600.00
94051	4/11/2024	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Sewer SVC 5/1/24 - 7/31/24 RB	3,720.12
94052	4/11/2024	1710	Henri Specialties	CH-Toilet Tissue Dispenser/Lock & Key	271.80
94053	4/11/2024	2494	Southwest Gas Corp.	SVC 2/28/24 - 3/27/24 SW	16,196.02
94054	4/11/2024	2772	Xerox Corporation	Late fee inv 0201339677	79.51
94058	4/11/2024	2837	Republic Services # 620	Medical Waste April 2024 WM	32,522.02
94059	4/11/2024	4588	Banff Centre	March 2024 screening	2,000.00
94060	4/11/2024	7348	Brainfuse, Inc	CollegeNow 2 month sub 4/1-6/30/24	6,500.00
94061	4/11/2024	8192	AT&T	Service 04.01.24-04.30.24	98.10
94062	4/11/2024	9325	Squeaky Clean CC LLC	Various: FY 24 - Graffiti Removal	365.00
94063	4/11/2024	9836	Sean Gaskell	Sean Gaskell-The Music of West Africa	1,650.00
94064	4/11/2024	9895	National Benefit Services, LLC	March 2024	490.00
94065	4/11/2024	9966	The Sherwin-Williams Co.	WM - Painting	97.58
94071	4/18/2024	10265	Rowton Entertainment, LLC	WC Magic Show 4.13.24	800.00
94072	4/18/2024	10609	Niche Academy	PUR025916 NicheCon 2024	196.00
94073	4/18/2024	10872	Radioactive Productions	Indian Springs Art Show B-roll	1,675.00
94075	4/18/2024	11589	Greenspun Media Group, LLC	Blanket PO for ads thru June 2024	9,000.00
94076	4/18/2024	11644	Advent Cleaners	Outreach - "3" Tablecloths to be Cleaned	56.37
94077	4/18/2024	11693	Richard James Cisneros	January 26th, 24 live orchestral perform	800.00
94078	4/18/2024	11801	Jeffrey Scott Trower	Drum Circle show 2-3-2024 & 4-6-24	500.00
94079	4/18/2024	11813	ASSA ABLOY Entrance Systems US Inc	CC: Theater Exterior Door Repair	3,324.22
94080	4/18/2024	11916	GB Auto Service, Inc.	Rear Brakes #49	1,680.17
94081	4/18/2024	12059	Printed Solid Inc.	3D Filament	589.84
94082	4/18/2024	12179	JaeAna Bernhardt	SW - 6 Sound Healing Classes	100.00
94083	4/18/2024	12193	Robert J. Leppke Jr.	Freelance Designer	2,600.00
94084	4/18/2024	12322	International Opera Institute	WC Phantom Performance 4.14.24	700.00
94085	4/18/2024	12413	Christopher L Shelton	Reimburse for PLA 2024 Conf. Expns	741.82
94086	4/18/2024	12418	Stoked On Printing Ltd	Chalk Fest Shirts 2024	941.19
94087	4/18/2024	12474	CSM Consulting Inc	E-Rate consulting contract	4,250.00
94088	4/18/2024	12505	A Touch of Mystery & More Entertainment Group LLC	Windmill - Mystery show 4.12.24	1,350.00
94090	4/18/2024	12521	Barbara Collin	50% Dep Str Corner Renaissance DW Feb '25	5,000.00
94092	4/18/2024	12826	Abbott's Custom Printing	FTB Words	1,053.39
94093	4/18/2024	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
94094	4/18/2024	1577	FedEx	FedEx Express Services April 2024	39.16
94095	4/18/2024	1710	Henri Specialties	SC - Toilet Tissue Dispenser W RR	47.20
94096	4/18/2024	2175	NV Energy	SVC Summary March 2024	95,723.52
94097	4/18/2024	2494	Southwest Gas Corp.	SVC 3/7/24 - 4/4/24 LA	3,057.01
94098	4/18/2024	2772	Xerox Corporation	Late charge	94.55
94099	4/18/2024	2861	Jay D. Whipple	MV: FY 24 - Pest Control	40.00
94100	4/18/2024	4117	Television Monitoring Services, Inc.	Blanket PO media thru June 2024	550.00
94101	4/18/2024	4432	Las Vegas Executives' Association	LVEA 2024 Membership	515.00
94103	4/18/2024	5026	Nevada State Treasurer	Mandated Court Payment	2.00
94104	4/18/2024	5246	Kelly D. Benavidez	F & A for 04.10.24	40.00
94105	4/18/2024	5932	Nexus Holdings LLC	WM: Service Call-Security Roll-Up Gate	1,458.00
94106	4/18/2024	9426	Rapid Color, Inc.	Blanket PO printing June 2024	21,379.00
Total 100 - General Fund					2,737,043.02

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Grant Fund - 220
From 03/20/2024 through 04/19/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20057	4/1/2024	1627	Cengage Learning, Inc.	Books FY 24-25	38,400.00
20110	4/8/2024	1297	CASAS	Annual WTU 2024	13,017.60
20125	4/8/2024	3770	Cox Communications of Las Vegas	Invoice PI039201	115,787.00
20135	4/8/2024	8397	Cengage Learning, Inc.	Feb books	5,760.00
93920	3/21/2024	12062	Essential Education	Books 2024	3,876.57
Total 220 - Grant Fund					176,841.17

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Gift Fund - 230
From 03/20/2024 through 04/19/2024

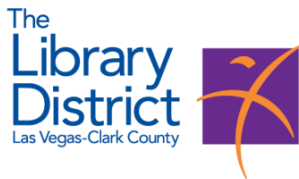
Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20013	3/25/2024	1757	Ingram Library Services	My First Library Books	949.44
20039	3/25/2024	9383	Office Plus	Copier/printer ink	486.86
20040	3/25/2024	9454	Apple Inc.	Beats3 for Hip Hop Architecture	2,747.40
20043	4/1/2024	10746	Santiago Ricoy	Las Vegas East Robotics Lab Feb 2024	800.00
20054	4/1/2024	1457	Demco, Inc.	PUR025621 Browsing Bag Blk	265.04
20100	4/8/2024	10129	Fun Express LLC	Holidays	576.17
20189	4/15/2024	8122	Staples Advantage Dept LA	Operating Supplies LIT	115.35
93925	3/21/2024	12418	Stoked On Printing Ltd	Corporate Challenge Shirts	1,379.05
93943	3/28/2024	10458	4imprint Inc.	CAD Swag Items	12,054.27
93996	4/4/2024	12418	Stoked On Printing Ltd	t-shirts	441.52
94036	4/11/2024	10458	4imprint Inc.	Lil' Learner May	329.93
94089	4/18/2024	12519	Bulk Bookstore	Books for My First Library	4,775.04
Total 230 - Gift Fund					24,920.07

Regular Board of Trustees Meeting- May 23, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District
Check/Voucher Register

Capital Projects Fund - 510
From 03/20/2024 through 04/19/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20012	3/25/2024	1742	Ideal Supply Company Inc.	EN - Chiller Project	355.10
20029	3/25/2024	7671	Rentokil	MC: Pre-Opening Pest Control Service	246.00
20048	4/1/2024	11963	zSpace, Inc.	Replacement for lost laptops	16,912.00
20056	4/1/2024	1580	Ferguson Enterprises, LLC	EN - Chiller Project	188.13
20058	4/1/2024	1742	Ideal Supply Company Inc.	EN - Chiller Project	97.75
20068	4/1/2024	2702	Grainger, Inc.	EN - Chiller Project	144.22
20090	4/1/2024	8575	Intermountain Lock and Security Supply	EN - Chiller Project	30.84
20136	4/8/2024	8789	Findlay Chevrolet	New Vhcle:2023 Chevrolet Express Cargo Van	43,470.08
20140	4/8/2024	9454	Apple Inc.	MacBook for Lisa, 2 iMac's Zach & spare	7,922.00
20144	4/8/2024	9758	ConvergeOne, Inc.	Replacement EOL web appl. firewall 3 yr subs.	747.01
20158	4/15/2024	12407	Par 3 Landscape and Maintenance Inc	SV: Refresh Landscaping	2,039.41
20159	4/15/2024	12461	The Converse Professional Group	WH Refresh: Asbestos Survey	5,400.00
20197	4/15/2024	9454	Apple Inc.	Branch iPad + pencil RB	179.80
93923	3/21/2024	12407	Par 3 Landscape and Maintenance Inc	WV: Clear/Grade for groundbreaking parking	2,759.49
93937	3/21/2024	9648	Bailey Kennedy LLP	Jan. statement WV NMTC	10,300.00
93946	3/28/2024	10943	SenSource Inc.	People counter equipment MQ	3,078.60
93974	3/28/2024	3383	Home Depot Credit Services	Feb-Mar 2024 Operating & Small Equipt	(165.37)
93981	4/4/2024	10148	CORE Construction Services of Nevada, Inc.	WV: Pre-Cons Ser - Cont. 22-10-027	29,640.00
94019	4/4/2024	1991	Lowe's Improvement	Feb-Mar 2024 Operating & Small Equipt	33.50
94034	4/10/2024	1353	City Of Las Vegas	WV: Commercail Bldg Permit C23-03841	132,741.25
94037	4/11/2024	11701	StayConnected	iPad Kiosks	29,664.00
94050	4/11/2024	12827	Hypertec USA, Inc.	TPS: Bid 24-08 - Projectors	6,398.42
94070	4/18/2024	10148	CORE Construction Services of Nevada, Inc.	West Las Vegas Construction	1,219,587.88
94074	4/18/2024	10975	DP Trading	WV Coins Re-order	1,610.00
94091	4/18/2024	12787	Xtivia, Inc.	For Monday.com impl. & trg.	2,000.00
94102	4/18/2024	4678	Berger Transfer & Storage, Inc.	SV & EN: Book Cart Rental for Refresh	1,350.00
Total 510 - Capital Projects Fund					1,516,730.11
Total - All Funds					4,455,534.37



ITEM VI.A.3.b.

MEMORANDUM

TO: Board of Trustees Through Kelvin Watson, Executive Director

FROM: General Services Report

DATE: April 30, 2024

SUBJECT: General Services Report, May 2024

This report provides an overview of the primary accomplishments, initiatives, and District-Wide activities for the General Services Division for the month of April 2024.

POWERFUL PLACES and POWERFUL PARTNERSHIPS

New West Las Vegas Library:

Construction Status: Construction began on April 12th. Site clearing is completed and overexcavation of the site is in progress. Pad Grading, overx and compaction is on schedule to be complete by 5/22. Three Week Look Ahead - Underground and offsite utilities to begin the third week of May.



Construction Status.

Enterprise Library Refresh – Renovations are underway at the Enterprise Library, the refresh will be a significant upgrade to the branch, which will include new flooring and paint, new Adult and YS Computer Areas, a new Teen Zone, new Creations Labs, a new Digital Memories Preservation Lab, a Flex Classroom, and upgraded Study Rooms. Construction of new Labs and Study rooms are completed and awaiting final paint and carpet. New LVT flooring and acoustical panels have installed in the main hallways. The project is on schedule to be completed by June 30th.



Current and On-Going Projects

Whitney Library Refresh - Bids are due May 10th for the Whitney Library Refresh. The branch refresh will include a new Computer Lab, a new Creations Lab, a new Digital Lab, expanded offices and storage for staff as well upgraded study rooms. We anticipate bringing the project to the Board for possible contract approval at the May 23rd Board Meeting.

Fire Alarm Replacement for the Summerlin, Rainbow and Spring Valley Libraries – Project is on-going and currently awaiting permitting and design approval. We hope to start the Summerlin Library by May 15th .

Theater Speaker Replacement– Summerlin Library – Bids are due May 10th for the replacement and upgrade of the main speaker array of the Summerlin Theater. In addition to the new speakers, the project includes the upgrading of audio processing equipment and consoles. We anticipate bringing the project to the Board for possible contract approval at the May 23rd Board Meeting.

Rainbow Library – HVAC Coil Replacements - Bids are due May 10th to furnish labor, materials, and equipment to replace selected existing chilled water coils, control valves, and associate appurtenances for air handles AHU-6 and AHU-7. To include removal and re-installation of ceilings and associated infrastructure as required. We anticipate bringing the project to the Board for possible contract approval at the May 23rd Board Meeting.

Safety and Security Update:

General Services provided support to Programming and Venue Services to provide additional Security Guards for special events that occurred in April.

The Safety Manager worked with Clark County arson investigators and law enforcement to identify a suspect who started two fires inside of Clark County Library. Surveillance footage was used to catch the suspect in the act of starting a fire in a hallway garbage can in the library. This footage led to a positive identification of the suspect, resulting in his arrest.

The Safety Manager continues to conduct CPR/AED and MOAB classes for all PICs and any interested District staff members and continues to go branch to branch conducting in-person Lockdown-Active Shooter training for all of our District locations.

General Services continues to provide enhanced cleaning procedures to our District locations.



ITEM VI.A.3.c.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Jeffrey Serpico, Human Resources

DATE: April 30, 2024

SUBJECT: Human Resources Activity Report, May 2024

This memorandum reports on the Human Resources Department's activities and project updates for the month of May 2024 and analytics compiled from the period of July 1, 2023 TO March 31, 2024.

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 2023-2024
 - 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)
 - Service Pin redesign - Complete
 - Presentation December Town Hall - Complete
 - Program revision - Complete
 - Quarterly Recognition
 - Annual Most Valuable Player (MVP) Awards
 - Individual
 - Team/Committee/Task Force
 - Perform due diligence on program elements - Complete
 - Budget - estimate complete

- Resources / Materials
 - Service Award Pin designs - Finalized
 - MVP (Team/Individual) Awards designs - In process
 - Process / Scoring - Complete
 - Timeline - Complete
 - Develop Communications and Marketing Materials - In process
 - Develop and implement Multilingual Pay Program (CBA 2024 7/1)
 - Develop Guidelines - Complete
 - Testing Vendor Selection - Complete
 - Communicate Guidelines - In process
 - Develop and implement Employee Emergency Fund Program
 - Determine 3rd party administration feasibility - Complete
 - Develop Funding Presentation - Hold
- **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) - Complete
 - Determine time-line, communication, and HRIS needs - Complete
 - Target Implementation Date January 1, 2024
 - October - Develop Communication Materials - Complete
 - November - Conduct Two Communication Meetings - Complete
 - December - System Changes - Complete
 - Leverage "Knowledge College" LMS to develop at least one (1) internal certification cluster - In process
 - Complete first year of New Leader Onboarding Program (all current Leaders)
 - March 2023 to November 2023 - In-process (on target to complete REV. January 2024) - Complete
 - A-Team Training (Beckley Group) - Begin November 8th, 2023 - Complete
- **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 - Complete
- Continue to enhance internal DEIA knowledge and program initiatives through District supported education/certification - Ongoing
- **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 - In process
 - Implement new Applicant Tracking System (ATS) - Complete

2. Transactional Activity and Key Metrics:

- (a) Human Resources Dashboard 2023 - 2024
- (b) Diversity Dashboard (2023)

Additional Attachments:

- Bring Your Child to Work (Update)
- Employment Outreach (Update)

Jeff Serpico

From: District Announcement
Sent: Wednesday, May 1, 2024 9:51 AM
To: DL_ENTIRE_DISTRICT
Subject: Bring Your Child to Work Day - Thank you!

**Thank you to all who participated in
BRING YOUR CHILD TO WORK DAY!**

Shout out to all the employees who brought or interacted with children and helped to make their day special on Bring Your Child to Work Day. We had 33 children participate. We are already looking forward to **April 24, 2025** and having more children learn about the innerworkings of the library!

BRING YOUR CHILD TO WORK Day!



SEBASTIAN @ CLARK COUNTY



AOIBHEANN @ SPRING VALLEY



ALINA @ WEST VEGAS



KENLEY @ HUMAN RESOURCES



MYLA @ WHITNEY



LORELAI @ MT. CHARLESTON

SERVICE CENTER GROUP PHOTOS {CBS, HR, PVS, GS}

(MIDDLE IMAGE)

MAKENA, KENLEY, AMYIAH

(RIGHT IMAGES)

MEGAN, MAKENA, AMYIAH, ADRIAN, AND KNOX



Employment Outreach (2023 – 2024)

2023 – 2024

Formal

Programs

- EmployNV Youth Hub Work Experience (WEX) program
 - Individuals 18-24 (Began September 2022)
 - Six (6) Library Aide 1 positions – 15 hours a week
 - *New Compensation plan (current rate \$13.45)
- Cristo Rey St. Viator Las Vegas Work Study (Began August 2023)
 - Four students (Ongoing August to May)
 - Each student two (2) days a week and eight (8) hours per day
 - Formal work study job description
- Potential Future Partners
 - Clark Count School District (CCSD) **HR Objective for Playbook 24-25**
 - University of Nevada Las Vegas (UNLV)
 - College of Southern Nevada (CSN)

ITEM VIII.B.1.



AGENDA ITEM

May 23, 2024 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # VIII.B.1.:

Public Hearing on the Las Vegas-Clark County Library District Tentative Budget for Fiscal Year 2024-2025.

Background:

Nevada Revised Statutes (NRS) 354.596 requires that a Public Hearing on the Las Vegas-Clark County Library District Tentative Budget be held not sooner than the third Monday in May nor later than the last day in May.

On April 10, 2024, staff met with the Finance and Audit Committee to review and comment on staff's recommendations for preparation of the Tentative Budget for Fiscal Year 2024-2025. The Tentative Budget was filed on April 12, 2024 with the State Department of Taxation. Staff will present a report to Trustees on adjustments, if any, that have been made to the Tentative Budget in preparation of the adoption of the Final Fiscal Year 2024-2025 Budget.

Recommended Action:

Motion to convene the Public Hearing regarding the Las Vegas-Clark County Library District's Tentative Budget for Fiscal Year 2024-2025. Following the staff report, Board review, and public testimony, a motion is required to close the Public Hearing on the Tentative Budget.



ITEM VIII.B.2.

AGENDA ITEM

May 23, 2024 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # VIII.B.2.:

Discussion and possible Board action to adopt the Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2024-2025.

Background:

The Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2024-2025 is provided for the Trustees' review. The Tentative Budget was filed with the State of Nevada Department of Taxation on April 12, 2024.

NRS 354.598 requires that the Final Budget be adopted by the governing body and transmitted to the State Department of Taxation on or before June 1st. Once the Final Budget is adopted, it becomes the operating plan for the fiscal year beginning July 1, 2024.

Recommended Action:

Motion to adopt the Final Las Vegas-Clark County Library District's Fiscal Year 2024-2025 Budget subject to any modifications as directed by Trustees and instruct staff to adjust estimated Fiscal Year 2024-2025 revenues in accordance with final estimates from the Department of Taxation provided such estimates are received in sufficient time for staff to make adjustments by the June 1, 2024 filing date.



TENTATIVE/ PROPOSED BUDGET



Fiscal Year 2024-2025

Presented by
Floresto Cabias, Chief Financial Officer



FY 2025 Total Revenues

All Funds

FY 2024 vs. FY 2025 Revenues				
	FY 2024 Budget	FY 2025 Budget	Variance FY 2024 vs. FY 2025	Percent Increase
General Fund	95,133,780	102,774,856	7,641,076	8%
Special Revenue Funds:				
Gift Fund	10,000,000	10,000,000	-	0%
Grant Fund	20,000,000	20,000,000	-	0%
Capital Projects Fund	150,000	1,200,000	1,050,000	700%
Debt Service Fund	10,000	10,000	-	0%
Total	125,293,780	133,984,856	8,691,076	6.94%

- The General Fund increase is primarily due to higher property taxes
- The Capital Projects Fund increase is due to higher investment income because of higher interest rates
 - The estimated actual amount to be received in FY 2024 is \$1.5 million



FY 2025 Total Expenditures

All Funds

FY 2024 vs. FY 2025 Expenditures				
	FY 2024 Budget	FY 2025 Budget	Variance FY 2024 vs. FY 2025	Percent Increase
General Fund	87,902,800	96,250,841	8,348,041	9%
Special Revenue Funds:				
Gift Fund	10,000,000	10,000,000	-	0%
Grant Fund	20,000,000	20,000,000	-	0%
Capital Projects Fund	34,278,000	16,667,000	(17,611,000)	(51%)
Debt Service Fund	10,000	10,000	-	0%
Total	152,190,800	142,927,841	-9,262,959	-6.09%

- The General Fund increase is primarily due to personnel costs
- The Capital Projects Fund decrease is primarily due to increased spending for the West Las Vegas Library Project in FY 2024
 - Spending in FY 2025 will be lower due to funds received by the New Markets Tax Credit Program



FY 2025 Total Revenues

General Fund

FY 2024 vs. FY 2025 Revenues				
	FY 2024 Budget	FY 2025 Budget	Variance FY 2024 vs. FY 2025	Percent Increase (Decrease)
Revenues:				
Property Taxes	61,629,920	68,639,254	7,009,334	11%
Consolidated Sales Tax	31,443,860	31,585,602	141,742	0%
Charges for Services	1,000,000	950,000	(50,000)	(5%)
Miscellaneous Revenue	810,000	600,000	(210,000)	(26%)
Investment Income	250,000	1,000,000	750,000	300%
Total	95,133,780	102,774,856	7,641,076	8%

- Assessed property values accelerated higher for FY 2025
- Investment income is higher due to increased interest rates
 - The estimated actual amount to be received in FY 2024 is \$1.3 million



FY 2025 Total Expenditures

General Fund

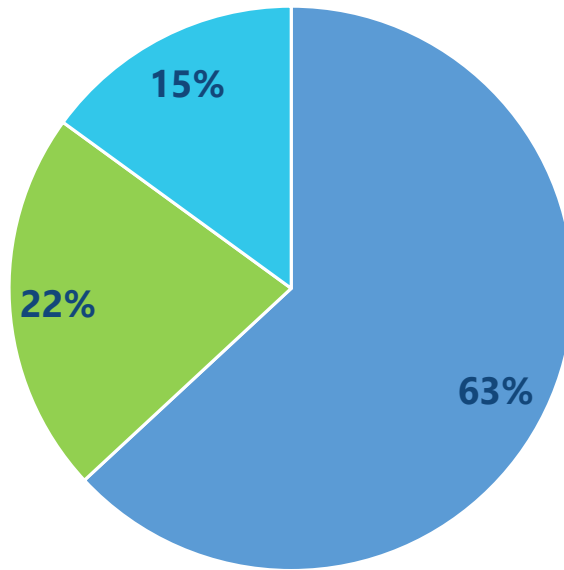
FY 2024 vs. FY 2025 Expenditures				
	FY 2024 Budget	FY 2025 Budget	Variance FY 2024 vs. FY 2025	Percent Increase
General Fund Expenditures:				
Salaries	38,647,658	41,391,742	2,744,084	7%
Benefits	17,451,171	19,338,939	1,887,768	11%
Services and Supplies	18,703,971	21,095,160	2,391,189	13%
Library Media Materials	13,100,000	14,425,000	1,325,000	10%
Total	87,902,800	96,250,841	8,348,041	9%

- Salaries and Benefits reflect pay increases effective July 1, 2024
- The increase in Services and Supplies is primarily due to contractual increases and utility costs
- Library Materials budget is calculated as 15% of total expenditures



FY 2025 Total Expenditures by Activity

General Fund



Total Expenditures - \$96.2M

- Salaries and Benefits – \$60.7M
- Services and Supplies – \$21.1M
- Library Materials – \$14.4M



Ending Fund Balance

General Fund

- The Ending Fund Balance budget is \$14.5 million for FY 2025, which is 15% of total expenditures
- This ending fund balance is after transfers to the Capital Projects Fund of \$16.5 million
- The full \$16.5 million will not be transferred to the Capital Projects Fund if the General Fund requires additional resources for urgent needs
- Maintaining this reserve continues to provide financial stability to meet unexpected expenditures and plan for future needs



Capital Projects Fund Transfers In and Budgeted Expenditures FY 2024-2025

Capital Program	6/30/2024 Estimated Ending Funding Balance	FY 2025 Transfers from General Fund	FY 2025 Budgeted Revenues	FY 2025 Budgeted Expenditures	6/30/2025 Budgeted Ending Funding Balance
Technology Replacements and Upgrades	8,206,703	700,000		(1,830,000)	7,076,703
Building Repair and Maintenance	8,772,099	2,300,000		(3,975,000)	7,097,099
Vehicle Purchase and Replacement	566,699			(150,000)	416,699
Library Materials	1,000,000			(1,000,000)	
Furniture Purchase and Replacement	546,664			(150,000)	396,664
Financial Services	453,797			(305,000)	148,797
Community Engagement	420,726	1,500,000		(1,057,000)	863,726
Capital Construction	22,335,335	12,000,000	1,200,000	(8,200,000)	27,335,335
TOTAL	42,302,023	16,500,000	1,200,000	(16,667,000)	43,335,023

- The \$16.5 million transfer from the General Fund will replenish reserves in critical capital programs (Technology Replacements and Upgrades, Building Repair and Maintenance)
- Budgeted expenditures for the Capital Construction program have been offset by New Markets Tax Credit funds

The
Library
District
Las Vegas-Clark County



FREE TO BE

Thank you!

Las Vegas-Clark County Library District

Final Budget

FY 2024-2025

LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT

FISCAL YEAR ENDING JUNE 30, 2025 FINAL BUDGET

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FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 06/30/23	ESTIMATED CURRENT YEAR ENDING 06/30/24	BUDGET YEAR ENDING 06/30/25
General Government	533.63	564.59	564.03
Judicial			
Public Safety			
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT	533.63	564.59	564.03
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
TOTAL	533.63	564.59	564.03
POPULATION (AS OF JULY 1)	1,699,068	1,709,804	1,721,851
Source of Population Estimate*	State of Nevada	State of Nevada	State of Nevada
Assessed Valuation (Secured and Unsecured Only)	85,933,334,152	97,363,302,487	106,891,977,219
Net Proceeds of Mines	7,991,541	10,661,050	8,877,723
TOTAL ASSESSED VALUE	85,941,325,693	97,373,963,537	106,900,854,942
TAX RATE			
General Fund	0.0942	0.0942	0.0942
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds	0.0000	0.0000	0.0000
Enterprise Fund			
Other			
TOTAL TAX RATE	0.0942	0.0942	0.0942

* Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.

Las Vegas-Clark County Library District
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

Page 1
Schedule S-2

PROPERTY TAX RATE AND REVENUE RECONCILIATION

Fiscal Year 2024-2025

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)***
	ALLOWED TAX RATE	ASSESSED VALUATION	ALLOWED AD VALOREM REVENUE [(1) X (2)/100]	TAX RATE LEVIED	TOTAL AD VALOREM REVENUE WITH NO CAP [(2, line A)X(4)/100]	AD VALOREM TAX ABATEMENT [(5) - (7)]	AD VALOREM REVENUE WITH CAP	NET PROCEEDS OF MINERAL REVENUE [(2, line B) X (4)/100]	BUDGETED AD VALOREM REVENUE WITH CAP PLUS REVENUE FROM NPM [(7) +(8)]
OPERATING RATE: A. PROPERTY TAX Subject to Revenue Limitations	0.1512	106,891,977,219	161,620,670	0.0858	91,661,749	29,196,588	62,465,161	XXXXXXXXXXXXX	62,465,161
B. PROPERTY TAX Outside Revenue Limitations: Net Proceeds of Mines	0.1512	8,877,723	13,423	0.0858	XXXXXXXXXXXXX			7,613	7,613
VOTER APPROVED: C. Voter Approved Overrides									
LEGISLATIVE OVERRIDES D. Accident Indigent (NRS 428.185)									
E. Indigent (NRS 428.285)									
F. Capital Acquisition (NRS 354.59815)									
G. Youth Services Levy (NRS 62B.150, 62B.160)									
H. Legislative Overrides									
I. SCCRT Loss (NRS 354.59813)	0.0084	106,900,854,942	9,031,244	0.0084	9,031,244	2,864,764	6,166,480		6,166,480
J. Other:									
K. Other:									
L. SUBTOTAL LEGISLATIVE OVERRIDES	0.0084	106,900,854,942	9,031,244	0.0084	9,031,244	2,864,764	6,166,480		6,166,480
M. SUBTOTAL A, C, L	0.1596		170,651,914	0.0942	100,692,993	32,061,352	68,631,641	7,613	68,639,254
N. Debt	0.0000	106,900,854,942	-	0.0000	-	-			-
O. TOTAL M AND N	0.1596		170,651,914	0.0942	100,692,993	32,061,352	68,631,641	7,613	68,639,254

Las Vegas-Clark County Library District

SCHEDULE S-3 - PROPERTY TAX RATE AND REVENUE RECONCILIATION

The Allowed Revenue required for column 3 can be obtained from the March 15 Final Revenue Projections or manually calculated. If an entity chooses to budget for an amount in column 5 which is lower or higher than the amount produced by the formula, please attach an explanation.

ESTIMATED REVENUES AND OTHER RESOURCES

SCHEDULE A - GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS AND TAX SUPPORTED PROPRIETARY FUND TYPES

Budget for Fiscal Year Ending June 30, 2024

Budget Summary for Las Vegas-Clark County Library District
(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME	BEGINNING FUND BALANCES	CONSOLIDATED TAX REVENUE	PROPERTY TAX REQUIRED	TAX RATE	OTHER REVENUE	OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN	OPERATING TRANSFERS IN	TOTAL
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
General	24,481,978	31,585,602	68,639,254	0.0942	2,550,000			127,256,834
Gift	675,983				10,000,000			10,675,983
Grant	360,539				20,000,000			20,360,539
Capital Projects Fund	42,302,023				1,200,000		16,500,000	60,002,023
Expendable Trust and Permanent Fund	10,000							10,000
Debt Service*	593,703			0.0000	10,000			603,703
Subtotal Governmental Fund Types, Expendable Trust Funds	68,424,226	31,585,602	68,639,254	0.0942	33,760,000	0	16,500,000	218,909,082
PROPRIETARY FUNDS	NONE							
	XXXXXXXX				XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
SUBTOTAL PROPRIETARY FUNDS	XXXXXXXX				XXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
TOTAL ALL FUNDS	68,424,226	31,585,602	68,639,254	0.0942	33,760,000	0	16,500,000	218,909,082

*Amounts are the sum of amounts shown on Pages 15 and 17 of the budget.

REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/23	ESTIMATED CURRENT YEAR ENDING 6/30/24	BUDGET YEAR ENDING 06/30/25	
			TENTATIVE APPROVED	FINAL APPROVED
Intergovernmental Shared Revenues	1,469,701	20,000,000	20,000,000	20,000,000
Subtotal	1,469,701	20,000,000	20,000,000	20,000,000
OTHER FINANCING SOURCES (specify)				
Operating Transfers In (Schedule T)				
General Fund (Fund 100)				
BEGINNING FUND BALANCE	360,539	360,539	360,539	360,539
Prior Period Adjustments				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	360,539	360,539	360,539	360,539
TOTAL AVAILABLE RESOURCES	1,830,240	20,360,539	20,360,539	20,360,539

Las Vegas-Clark County Library District
(Local Government)

SCHEDULE B
GRANT FUND

EXPENDITURES & RESERVES	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/25	
	ACTUAL PRIOR YEAR ENDING 6/30/23*	ESTIMATED CURRENT YEAR ENDING 6/30/24	TENTATIVE APPROVED	FINAL APPROVED
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify) Services and Supplies		10,000	10,000	10,000
Subtotal	0	10,000	10,000	10,000
TOTAL RESERVED (MEMO ONLY)	0	10,000	10,000	10,000
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
Subtotal	0	0	0	0
TOTAL RESERVED (MEMO ONLY)	0	0	0	0
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
Subtotal	0	0	0	0
TOTAL RESERVED (MEMO ONLY)	0	0	0	0
ENDING FUND BALANCE	517,887	517,887	517,887	517,887
TOTAL COMMITMENTS AND FUND BALANCE	517,887	527,887	527,887	527,887

Las Vegas-Clark County Library District
(Local Government)

SCHEDULE C - DEBT SERVICE FUND

THE ABOVE DEBT IS REPAYED BY OPERATING RESOURCES

*Amounts per the LVCCLD FY 2023 ACFR are the sum of amounts shown on Pages 16 and 18 of the budget.

EXPENDITURES & RESERVES	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/25	
	ACTUAL PRIOR YEAR ENDING 6/30/23*	ESTIMATED CURRENT YEAR ENDING 6/30/24	TENTATIVE APPROVED	FINAL APPROVED
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify) Services and Supplies				
Subtotal	0	0	0	0
TOTAL RESERVED (MEMO ONLY)	0	0	0	0
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
Subtotal	0	0	0	0
TOTAL RESERVED (MEMO ONLY)	0	0	0	0
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
Subtotal	0	0	0	0
TOTAL RESERVED (MEMO ONLY)	0	0	0	0
ENDING FUND BALANCE	75,816	75,816	75,816	75,816
TOTAL COMMITMENTS AND FUND BALANCE	75,816	75,816	75,816	75,816

Las Vegas-Clark County Library District
(Local Government)

SCHEDULE C - DEBT SERVICE FUND

THE ABOVE DEBT IS REPAYED BY PROPERTY TAX (DEBT RATE)

*Amounts per the LVCCLD FY 2023 ACFR are the sum of amounts shown on Pages 16 and 18 of the budget.

Regular Board of Trustees Meeting- May 23, 2024 - Item VIII. New Business

Transfer Schedule for Fiscal Year 2024-2025

FUND TYPE	TRANSFERS IN				TRANSFERS OUT		
	FROM FUND	PAGE	AMOUNT		TO FUND	PAGE	AMOUNT
GENERAL FUND					Capital Projects	11	16,500,000
CAPITAL PROJECTS FUND	General	6	16,500,000				
TOTAL TRANSFERS			16,500,000				16,500,000

Las Vegas-Clark County Library District
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

LOBBYING EXPENSE ESTIMATE

Pursuant to NRS 354.600 (3), **each** (emphasis added) local government budget must obtain a separate statement of anticipated expenses relating to activities designed to influence the passage or defeat of legislation in an upcoming legislative session.

Nevada Legislature: 83rd Session; February 3, 2025 to June 3, 2025

1. Activity:	<u>N/A</u>	
2. Funding Source:	_____	
3. Transportation		\$ _____
4. Lodging and meals		\$ _____
5. Salaries and Wages		\$ _____
6. Compensation to lobbyists		\$ _____
7. Entertainment		\$ _____
8. Supplies, equipment & facilities; other personnel and services spent in Carson City		\$ _____
Total		\$ <u> </u> -

Entity: Las Vegas-Clark County Library District

Budget Year 2024-2025

Regular Board of Trustees Meeting- May 23, 2024 - Item VIII. New Business

SCHEDULE OF EXISTING CONTRACTS
Budget Year 2024-2025

Local Government: Las Vegas-Clark County Library District
Contact: Floresto Cabilas
E-mail Address: cabilasf@lvccld.org
Daytime Telephone: 702-507-6165

Total Number of Existing Contracts: 62

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2024-25	Proposed Expenditure FY 2025-26	Reason or need for contract:
1	Hinton Burdick	7/1/2023	6/30/2024	\$ 62,750	\$ 65,000	Required annual auditing services
2	Unique Management Services	7/1/2023	6/30/2024	140,000	140,000	Collections of fines & fees
3	Unique Integrated Communications	2/1/2021	1/31/2024	180,000	180,000	Call center for collections and other calls; charges based on call volume
4	Allied Universal	3/1/2021	2/28/2023	\$ 2,792,117.28	2,875,880.00	Security guard services (All Urban)
5	NLS Grounds Management	10/1/2020	9/30/2022	\$ 320,000.00	\$ 323,500.00	Landscaping (LA, MV and all Urban excluding LV)
6	City of Mesquite	7/1/2022	6/30/2024	\$ 9,600.00	\$ 9,600.00	Landscaping (MQ)
7	Best Janitorial	10/1/2020	9/30/2025	\$ 1,861,392.00	\$ 1,919,232.00	Janitorial services (All Urban, LA, MQ, MC, BD, SE, IS, EV)
8	Gruber Power	7/1/2023	6/30/2024	\$ 9,955.00	\$ 9,955.00	Uninterruptible power systems (CC, CH, SM, WM)
9	AAA Air Filter	on-going	N/A	\$ 12,270.15	\$ 14,110.67	Air Filter Changes (CH, RB, SM, WV, WH)
10	ABS	on-going	N/A	\$ 540.00	\$ 540.00	Alarm Monitoring (SU)
11	ABS	on-going	N/A	\$ 780.00	\$ 780.00	Fire Alarm System Tests/Inspections (SU)
12	ACE Fire	on-going	N/A	\$ 754.00	\$ 754.00	Fire Alarm System Tests/Inspections (WC)
13	ACE Fire	on-going	N/A	\$ 754.00	\$ 754.00	Fire Alarm Monitoring (WC)
14	ACE Fire	on-going	N/A	\$ 2,860.00	\$ 2,860.00	Fire Sprinkler System Tests/Inspections (CC, EN, LA, MC, SU, MQL)
15	ACE Fire	on-going	N/A	\$ 2,470.00	\$ 2,470.00	Fire Sprinkler System Tests/Inspections (RB, SV, SM, WV, LA)
16	Baron Pest Control	on-going	N/A	\$ 564.00	\$ 564.00	Pest Control (LA)
17	Business Enterprise of NV	on-going	N/A	\$ 59,040.00	\$ 59,040.00	Café Management (EV, MQL)
18	Carrier	on-going	N/A	\$ 3,907.20	\$ 3,907.20	Chiller preventative maintenance (SM - 3YR)
19	Carrier	on-going	N/A	\$ 4,592.00	\$ 4,592.00	Chiller preventative maintenance (RB - 3YR)
20	Cashman	on-going	N/A	\$ 5,997.00	\$ 6,897.00	Generator/Fire Pump Engine (SW, WM, WV)
21	CES	on-going	N/A	\$ 1,560.00	\$ 1,560.00	Alarm Monitoring (CH, WM)
22	CES	on-going	N/A	\$ 3,490.00	\$ 3,490.00	Fire Alarm System Tests/Inspections (WM, CH)
23	CES	on-going	N/A	\$ 1,680.00	\$ 1,680.00	Fire Alarm System Inspections/Test (CC)
24	CES	on-going	N/A	\$ 660.00	\$ 660.00	Fire Alarm System Inspections/Test (EV)
25	COSCO Fire	on-going	N/A	\$ 803.00	\$ 803.00	Fire Sprinkler System Tests/Inspections (EV)
26	D&R Hydrant	on-going	N/A	\$ 975.00	\$ 975.00	Annual Fire Hydrant Testing (CH, EN, SW, WC, WM)
27	Dataplus	on-going	N/A	\$ 850.00	\$ 850.00	Fire Alarm System Tests/Inspections (WH)
28	EDS	on-going	N/A	\$ 1,320.00	\$ 1,320.00	Fire Alarm System Tests/Inspections (SW)
29	Emcor	on-going	N/A	\$ 6,576.00	\$ 6,576.00	Pre-maintenance Chiller (CC)
30	Emcor	on-going	N/A	\$ 6,576.00	\$ 6,576.00	Pre-maintenance Chiller (SW)
31	Emcor	on-going	N/A	\$ 6,576.00	\$ 6,576.00	Pre-maintenance Chiller (WMSC)
32	Gibson Construction	on-going	N/A	\$ 900.00	\$ 900.00	Roll-up Doors Inspections (CC, SM, WM)
33	Got Bugs	on-going	N/A	\$ 2,400.00	\$ 2,400.00	Pest Control (MQLC)
34	Guaranteed Pest Control	7/1/2023	6/30/2024	\$ 9,780.00	\$ 9,780.00	Bed Bug Inspections (All Urban)
35	High Sierra Elevator Inspections	on-going	N/A	\$ 4,930.00	\$ 4,930.00	Annual CAT Elevator/Chair Test (CC, SM, SW, WM)
36	Johnson Controls Fire Protection	on-going	N/A	\$ 638.00	\$ 638.00	Fire Alarm System Tests/Inspections (EN)
37	Johnson Controls Security Solutions	on-going	N/A	\$ 20,000.00	\$ 20,000.00	Alarm Monitoring (CC, LV, RB, SV, SU, SM, WC, WV)
38	Mark Whipple	on-going	N/A	\$ 480.00	\$ 480.00	Pest Control (MV)
39	Otis Elevator	on-going	N/A	\$ 10,482.96	\$ 10,805.88	Elevator service (WM)
40	Phoenix	on-going	N/A	\$ 4,020.00	\$ 4,020.00	Fire Sprinkler System Tests/Inspections (RB, SM, SV, WC, SW, WV, WH)
41	Phoenix	on-going	N/A	\$ 425.00	\$ 1,000.00	Annual Fire Pump Flow Test (WV)
42	Phoenix	on-going	N/A	\$ 4,815.00	\$ 4,815.00	Fire Extinguisher Testing (All Branches)
43	Progressive Elevator	on-going	N/A	\$ 8,364.00	\$ 9,540.00	Elevator service (CC)
44	Progressive Elevator	on-going	N/A	\$ 4,350.00	\$ 4,350.00	Annual CAT Elevator/Wheelchair Lift Test (CC, SM, WM)
45	Pyro	9/12/2023	6/30/2024	\$ 9,283.00	\$ 9,283.00	Pre-Season Boiler Services (CC, CH, EV, LA, RB, SW, SM, WC, WM)
46	Quench	on-going	N/A	\$ 13,164.00	\$ 13,164.00	Filtered Water
47	Reliable Pump & Monitor	on-going	N/A	\$ 2,200.00	\$ 2,200.00	Sump Pump Inspection (CC, SW)
48	Rentakil	on-going	N/A	\$ 16,956.00	\$ 16,956.00	Pest Control (All Urban Branches)
49	Robertson Recreational Services	on-going	N/A	\$ 2,211.68	\$ 2,211.68	Exterior Tot Resurfacing (EV, MQ)
50	Rocky Mountain Fire Company	on-going	N/A	\$ 1,825.00	\$ 1,825.00	Annual Backflow Inspections (All Urban & LA)
51	Royce Industries	2/10/2023	N/A	\$ 450.00	\$ 450.00	Hotsy Pressure Washer (WMSC)
52	Safe & Secure Alarms	on-going	N/A	\$ 648.00	\$ 648.00	Burglar Alarm Monitoring (WC)
53	Schindler Elevator	on-going	N/A	\$ 8,899.08	\$ 8,899.08	Elevator service (SW)
54	Schneider	on-going	N/A	\$ 39,874.00	\$ 39,874.00	HVAC building controls (District-Wide)
55	Sonitrol	on-going	N/A	\$ 15,648.00	\$ 15,648.00	Alarm Monitoring (EN, SW, WH and all outlying exc. MQ)
56	Statewide Fire	on-going	N/A	\$ 1,900.00	\$ 1,900.00	Fire Sprinkler System Tests/Inspections (CH, WM)
57	Teledata	on-going	N/A	\$ 2,056.00	\$ 2,056.00	Fire Alarm Test/Inspections (MQ)
58	Vision Sign	on-going	N/A	\$ 660.00	\$ 660.00	Marquee Sign Maintenance (SV)
59	Vision Sign	on-going	N/A	\$ 1,860.00	\$ 1,860.00	Neon Sign Maintenance (SM)
60	Vortex	on-going	N/A	\$ 4,150.00	\$ 4,150.00	Annual Fire Door/Curtain Inspections (CC, SM, SW, WV, WH)
61	Whitney's Water Systems	on-going	N/A	\$ 2,012.00	\$ 2,012.00	Backflow Inspections/Certificates (MQ, MQLC) HydroJet lines
62	Won-Door Corp	on-going	N/A	\$ 464.00	\$ 464.00	Annual Elevator Smoke Test (SW)
	Total Proposed Expenditures			\$ 5,697,254	\$ 5,849,422	

Additional Explanations (Reference Line Number and Vendor):

SCHEDULE OF PRIVATIZATION CONTRACTS

Budget Year 2024-2025

Local Government: Las Vegas-Clark County Library District

Contact: Floresto Cabias

E-mail Address: Floresto.Cabias@thelibrarydistrict.org

Daytime Telephone: 702-507-6165

Total Number of Privatization Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2024-25	Proposed Expenditure FY 2025-26	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1	N/A									
2										
3										
4										
5										
6										
7										
8	Total									

Attach additional sheets if necessary.



ITEM VIII.B.3.

AGENDA ITEM

MAY 23, 2024 MEETING OF THE BOARD OF TRUSTEES

Agenda Item # VIII.B.3.:

Discussion and possible Board action regarding contract award for Whitney Library Refresh.

Background:

Whitney Library Refresh – Funds are allocated in the Capital Projects Fund for renovations to the Whitney Library including a new Youth Services bathroom, a new computer center, a new teen computers area, a new creation lab and a new digital memories preservation Lab.

An Invitation to Bid was advertised in the *Review-Journal*, posted on the District’s website, emailed to minority Chambers of Commerce as well as listed on NGEM (Nevada Government E-Market Place). The bid opening was held on May 3, 2024. A total of two bids were received. The bid results are as follows:

Bidder	Bid Amount
Starke Enterprises	\$441,837.04
KOR Building Group, LLC.	\$490,072.00

The lowest responsive and responsible bidder Starke Enterprises, is a woman owned business - Their Disclosure of Ownership/Principals Form is attached.

Recommended Action:

Motion to authorize staff to award a contract for Whitney Library Refresh in accordance with Bid No. 24-09 Starke Enterprises, for the amount of \$441,837.04; and to authorize staff to award the contract to the next lowest responsive and responsible bidder if Starke Enterprises, fails to comply with the contract documents and construction specifications or fails to execute the contract.

ATTACHMENT 9 – DISCLOSURE OF OWNERSHIP/PRINCIPALS AND RELATIONSHIPS RFP NO. 24-09 BRANCH REFRESH – WHITNEY LIBRARY

Purpose of the Form

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

General Instructions

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

Detailed Instructions

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

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

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

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

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

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

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

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

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

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

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

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

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

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

If YES, complete the Disclosure of Relationship Form.

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

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

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

ATTACHMENT 9 - DISCLOSURE OF OWNERSHIP/PRINCIPALS AND RELATIONSHIPS RFP NO. 24-09 BRANCH REFRESH – WHITNEY LIBRARY

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

Business Entity Type (Please Check one)						
Sole Proprietorship <input 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 type="checkbox"/>	Other <input type="checkbox"/>
Business Designation Group (Please CHECK ALL that apply)						
MBE <input type="checkbox"/>	WBE <input checked="" type="checkbox"/>	PBE <input type="checkbox"/>	ESB <input type="checkbox"/>	SBE <input 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 Clark County Nevada Residents Employed:						
Corporate/Business Entity Name:	Starke Enterprise, LLC					
(Include d.b.a., if applicable)	Starke Contractors					
Street Address:	4475 W. Sunset Rd.					
City, State, and Zip Code:	Las Vegas	Contact Name:	Lisa Eggleston			
Telephone No:	866-533-3222	Title:	Managing Member			
Fax No:		Email:	starke@starkecontractors.com			
Nevada Local Street Address: (If different from above)		Website:	www.starkecontractors.com			
City, State and Zip Code:		Local Contact Name:				
Local Telephone No:		Title:				
Local Fax No:		Email:				

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

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

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

FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)
Lisa Eggleston	Managing Member	100%

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

- 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.)
- Do any individual members, partners, owners or principals have a spouse, registered domestic partner, child, parent, in-law or brother/sister, half-brother/half-sister, grandchild, grandparent, related to a Las Vegas-Clark County Library District employee or appointed/elected official? Yes No (If yes, please complete the Disclosure of Relationship form on Page 2. If no, please print N/A on Page 2.)

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

Signature: Lisa Eggleston
Title: Managing Member

Print Name: Lisa Eggleston
Date: 4/22/24

ATTACHMENT 9 - DISCLOSURE OF OWNERSHIP/PRINCIPALS AND RELATIONSHIPS - RFP NO. 24-09 BRANCH REFRESH - WHITNEY LIBRARY

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

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

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

Not Applicable – Initial Here: *RL* **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	Starke Enterprise LLC DBA Starke Contractors
Name of Bidder’s Authorized Representative	Lisa Eggleston
Title of Bidder’s Authorized Representative	Managing Member
Signature of Bidder’s Authorized Representative	<i>Lisa Eggleston</i>
Today’s Date	4/22/24

Below for LVCCLD Use Only:

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

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

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

Notes/Comments: _____

Name: _____ Date: _____

Title: _____