

## ITEM III.

**PROPOSED AGENDA  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
Board of Trustees' Meeting  
July 11, 2024**

DATE: Thursday, July 11, 2024

TIME: 5:00 p.m.

PLACE: Rainbow Library  
3150 N Buffalo Dr,  
Las Vegas, NV 89128 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](mailto:boardcomments@lvccld.org). The email must include the commenter's name, legal address, and the agenda item that is being commented on. Email comments are limited to 500 in words in length and must also identify whether the commenter wants their remarks to be included in the minutes of the meeting. Any comments which do not state the commenter's name, legal address, or exceed 500 words in length shall not be considered.

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

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

IV. Approval of Proposed Minutes (For possible action)

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.

1. [Discussion and possible Board action to declare fines and fees of approximately \\$1,196,577.69 that are five years old, dating from the year 2019, as uncollectible, and purge from District records.](#)
2. [Discussion and possible Board action to approve a joinder with Clark County for the purchase of general office supplies from Staples.](#)
3. [Discussion and possible Board action to award an annual requirements contract for Library Materials & Supplies to Brodart Company.](#)

B. Regular Agenda

1. [Discussion and possible Board action regarding the engagement of Kutak Rock LLP in connection with unwinding the New Markets Tax Credit \(NMTC\) transactions for the East Las Vegas Library and Mesquite Library financings.](#)
2. [Discussion and possible Board action to approve Resolution No. 2024-03 related to unwinding the New Markets Tax Credit \(NMTC\) transactions for the East Las Vegas Library and Mesquite Library financings.](#)
3. [Possible Board discussion and action regarding the Executive Director's performance evaluation for the period of July 1, 2023 through June 30, 2024.](#)

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

No August Board of Trustees meeting. Enjoy your summer!

The September Board meeting will be held on Thursday, September 12, 2024, at 5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Rd, Las Vegas, NV 89101.

The October Board meeting will be held on Thursday, October 10, 2024, at 5:00pm. Location: Clark County Library, 1401 E Flamingo Rd, Las Vegas, NV 89119.

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@lvcld.org](mailto:boardcomments@lvcld.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@lvcld.org](mailto:nanceea@lvcld.org) TO REQUEST THE SUPPORTING MATERIAL



FOR THIS MEETING. SUPPORTING MATERIAL CAN BE FOUND  
AT <https://lvccld.org/board/board-of-trustees-meetings/>.

Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, [www.lvccld.org](http://www.lvccld.org) and at Nevada Public Notice at <https://notice.nv.gov>. Written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on Friday, July 5, 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. Rainbow Library  
3150 N Buffalo Dr.  
Las Vegas, NV 89128

- 8. Las Vegas-Clark County Library District website  
[www.lvccld.org](http://www.lvccld.org)

C. By mailing a copy of the notice to each person, if any, who has requested notice of the meetings of the Las Vegas-Clark County Library Board of Trustees in the same manner in which notice is requested to be mailed to a member of the Library Board of Trustees.

D. Live Stream Connection information:  
<https://www.youtube.com/watch?v=0Jf0yAoxQgQ> or

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

## ITEM VI.A.



### MEMORANDUM

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**TO:** Board of Trustees

**FROM:** Kelvin A. Watson, Executive Director

**DATE:** June 30, 2024

**SUBJECT:** Executive Director's Monthly Reports, June & July 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' July 11, 2024 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Met with Dan Hernandez, Clark County Parks and Recreation Director.

Attended the Nevada Business and Industry Small Business Resource Fair at Sahara West Library.

Attended the Springs Preserve Foundation Board Retreat.

Attended the Clark County Spring Mountain Corridor Redevelopment Plan meeting.

Attended Commissioner's Kirkpatrick Cinco De Mayo event.

Attended the Southern Nevada Regional Housing Authority Affordable Housing Forum to discuss the housing crisis in Nevada.

Participated in the Employee Engagement Survey and Leadership Consulting/Coaching Program Presentation with the Beckley Group.

Guest Speaker for the Queens College GSLIS Students.

Attended the Mob Museum Sons of the Pioneers: Remembering the Legends.

Attended Las Vegas World IP Day event to celebrate World IP Day.

Participated as a panelist for the Fatherhood Valued and Empowerment Summit.

Attended the National Fellowship for Black and Latino Male Educators, Rose and Brotherhood Induction Ceremonies and was honored as a dynamic community leader.

Attended the ribbon cutting for the EmployNV business hub at Aliante Library.

Attended Armed Forces Day with Workforce Connections to give opening remarks.

Attended the ULC CEO Roundtable to discuss unhoused individuals, services, and cooperate partnerships.

Attended the Michigan Library Association to share LVCCLD powerful partnerships and strategies to implement.

Attended the 2024 NV Library Directors Summit.

Attended the Historic Westside Legacy Park 2024 Inductee Ceremony.

Met with the Raiders team along with Branding and Marketing Manager Lisa Jacob to discuss partnership and programs that the Raiders are interested in supporting.

Met with Doug Beckley of the Beckley Group to discuss progress of leadership training and next steps.

Held New Hire Roundtable to meet and connect with employees hired 0-3 years with the Library District.

Attended "Cocktails & Conversations with Commissioner Marilyn Kirkpatrick" Event.

UNLV Visit/Meeting with Dr. Constance Brooks & Dr. Marta Meana to evaluate Windmill Library for the purpose of assessing its suitability for the Challenger Learning Center.

Attended Congresswoman Lee's - LGBTQIA+ Community Event - Flag Presentation.

Attended the American Library Association Annual Conference. Panelist for Pre-Conference session for United for Libraries to discuss current and past work with library foundations. Keynoted the ALA Spectrum Institute luncheon and received the Spectrum Changemaker Award. Also was a group leader for OCLC public library research.

**I attended the following meetings/events during the month of May & June:**

- Bi-weekly meetings with Administration team
- Attended the LVEA weekly meetings
- ULC Director/CEO weekly zoom
- Attended prep meeting for Fatherhood Summit
- Attended the Latin Chamber of Commerce Breakfast
- Participated in the Special Board of Trustees meeting
- Participated in the Regular Board of Trustees meeting
- Attended the National Action Network Community Event
- Follow-up meeting with Workforce Connections

- Participated in DPLA Columbus Follow-up discussion
- Met with Jason Wasden
- Participated in the ALA Preconference session prep meeting
- Attended the Kara Jenkins Event- An Evening of Community and Celebration
- Attended the Foundation Annual Board Meeting
- Attended the OCLC's Public Library Research Agenda Advisory Board Meeting
- Met with staff, Marco Veyna-Reyes
- Met with Jane Herb, Baker & Taylor
- Participated in NAWB Forum Debrief
- Attended the Caribbean Heritage Festival
- Attended the Joe Louis's Event: Enduring Legacy
- Branch Visits with Regional Manager Roslyn Dean
- Attended the National Action Network Monthly Community Meeting
- Met with KC Christon
- Library Directors Monthly Call
- Staff recognition- Director's Coin
- Workforce Discussion Meeting
- DPLA ebooks update discussion
- Library Wi-Fi Card Decommission Discussion
- District Department Head Meeting
- Met with Shaundell Newsome
- UMC Project Discussion
- Library District x Overdrive "Check out Your Library" Discussion
- Attended the 2nd Annual Historic Westside Jamboree
- Attended the Shepard's Breakfast for community partners



July 1, 2024

Dear LVCC Library District Board of Trustees,

Cox Business has enjoyed a strong, long-term partnership with Kelvin Watson and the entire staff at the LVCC Library District. We value everything they do for our community and have a high level of confidence in their leadership team's ability to deliver for the citizens of Clark County. Most recently, Cox Business partnered with the Library District on a unique solution to provide Wi-Fi Internet Access to over 20,000 Clark County residents at no charge to the end user. This idea was brought forth by the Library District's leadership team and we worked together to apply for and leverage federal ECF funds to pay for the program for one year. While only temporary, this program helped bring a solution to address the growing digital divide in our community and across the state. This idea and the many other programs that the Library District is bringing to bear in our community are excellent examples of why we continue to appreciate our ongoing, positive relationship with Kelvin and the Library District team.

Respectfully,

Stephen G. Westerman  
Vice President, Cox Business  
(405) 623-7997 Mobile

STEVEN HORSFORD  
4TH DISTRICT, NEVADA



COMMITTEE ON ARMED SERVICES  
COMMITTEE ON FINANCIAL SERVICES  
CHAIRMAN, CONGRESSIONAL BLACK CAUCUS

CONGRESS OF THE UNITED STATES  
HOUSE OF REPRESENTATIVES  
WASHINGTON, D.C. 20515

June 28, 2024

To the Las Vegas-Clark County Library District Board of Trustees:

I am pleased to support and endorse the job performance of Kelvin Watson, Executive Director of the Las Vegas-Clark County Library District for the fiscal year 2023-2024. His vital and impactful work has taken the Library District to even greater heights and greater reach than ever before.

Under Director Watson's leadership, the Library District has spearheaded a number of innovative initiatives and received more recognition for this Library District than can be shared here, but a few include:

- Never in the history of the American Library Association has a Library District won the prestigious "Library of the Future" Award consecutively for three years, but now one has. Under Kelvin's leadership, the Library District made history by winning again in 2024. This also makes five times Kelvin has won this award during his memorable career.
- I am proud to have secured \$500,000 in Community Project Funding to be directed toward the construction of the new West Las Vegas Library Project. This project is close to my heart as one of 14 projects funded by allocations in my District, and it joins the additional \$6.5 million raised in funding spearheaded by Director Watson.
- Vegas PBS Jobtimize Program: In collaboration with the Library District, Vegas PBS launched the Jobtimize Program to strengthen Southern Nevada's workforce. Funded by an American Rescue Plan Act grant awarded to Vegas PBS, the program connects jobseekers, agencies, and employers.
- The Hip Hop Architecture Camp is a revolutionary program aimed at empowering underserved and underrepresented youth to explore and excel in the fields of architecture, urban planning, and creative placemaking through the lens of hip-hop culture. The camp connects students with leading industry professionals, including architects, urban planners, designers, community activists, and hip-hop artists, to design, redesign, and reimagine their communities using various media.

In short, Kelvin Watson has proven to be a leader of exceptional talent and vision. I wholeheartedly support his tenure as Executive Director and look forward to more years of successful partnerships between the Library District and my office, with Director Watson at the helm.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven Horsford".

Congressman Steven Horsford  
4<sup>th</sup> District, Nevada

DC OFFICE  
406 Cannon House Office Building  
WASHINGTON, DC 20515  
PHONE: 202-225-9894

DISTRICT OFFICE  
2550 N Las Vegas Blvd, Suite 500  
NORTH LAS VEGAS, NV 89030  
PHONE: 702-963-9360

BOULEVARD VENTURES, LLC



Timo Kuusela, CSM  
Vice President/General Manager  
Timo@BoulevardLV.com

**The Boulevard Management Office**  
3528 South Maryland Parkway  
Las Vegas, NV 89169  
702 735 7430 Tel

Clark County Library District  
Administrative Offices  
7060 W. Windmill Ln.  
Las Vegas, NV 89113

July 5, 2024

*RE: Boulevard Mall Partnership with the Clark County Library District*

Dear Board of Trustees,

This letter is to share our appreciation and positive experience with our partnership with both Mr. Kelvin Watson as well as the Clark County Library District. By installing an automated library machine at the Boulevard Mall the district has successfully engaged more readers and made a significant outreach to the community that the Boulevard Mall serves, including a large percentage of the Hispanic community. I believe that this library administration lead by Kelvin Watson has taken the time to analyze community needs, to learn and participate in activities of the Hispanic community and do the necessary outreach to have a positive impact. In the twelve years I have led the operations at Boulevard Mall, this is the first administration to reach out and forge a relationship, which we value.

Interacting and doing business with Mr. Watson as well as other Library District representatives has been a pleasure and they have all imparted upon my staff and me a genuine desire to help the community as well as make the most of our partnership at the Mall. I would like to express my sincere highest recommendation, and desire to continue working with the current administration led by Mr. Kelvin Watson in the years to come.

If you should have any questions regarding my feedback please feel free to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Timo Kuusela', written in a cursive style.

Timo Kuusela  
Vice President/General Manager  
Boulevard Mall





CAROLYN G. GOODMAN  
MAYOR



## *From the Office of Mayor Carolyn G. Goodman*

City Council Meeting Comments from April 17<sup>th</sup>, 2024

@ Agenda Item #52

Mayoral introduction of Director Watson following announcing LVCCLD Awarded 2024 ALA Library of the Future Award: "You are fabulous and have been since the day you first set foot here. Congratulations and welcome back."

Mayoral Comments to Director Watson following his report: "I must say from Day 1 you said you were going out in the community and you have taken the library out of the 4 walls and into our community and we are so grateful. You have done an outstanding job."

"I don't know how you sleep, because there is no time with this schedule you have been following here. I just know we are all so grateful, especially the next generation of children being introduced to the value of reading and books. I love the newborn kit that you give to the little babies that are born, that is such a beautiful thing."

Other Council Members added their appreciation and lauded comments for the support of Director Watson following the Mayor's comments as contained in this public recording:

<https://livestream.com/cityoflasvegas/events/11135362/videos/243992732>

(@2:52:28 mark in the recording of this public meeting) \*\* used with permission of Mayor Carolyn Goodman per email dated 5.27.2024.

Sincerely,

A handwritten signature of Carolyn G. Goodman in black ink.

Carolyn G. Goodman  
Mayor Las Vegas

CITY OF LAS VEGAS  
495 S. MAIN STREET  
LAS VEGAS, NEVADA 89101

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WEBSITE [www.lasvegasnevada.gov](http://www.lasvegasnevada.gov)



## ITEM VI.A.1.a.

## MEMORANDUM

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

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

**DATE:** May 31, 2024

**SUBJECT:** Library Operations Activity Report, June 2024

This memorandum reports on the Library Operations Department's activities and project updates for May 2024, and Branch activities and analytics compiled between **April 1 – April 30, 2024**.

## Powerful People

- In May 2024, Library Operations concluded recruitments to replace one (1) Computer Lab Assistant, one (1) Assistant Branch Manager, two (2) Adult Service Assistants, one (1) Library Aide I, and one (1) Career Pathways Coordinator through a grant supporting the Clark County Best Buy Teen Tech Center.
- Regional Manager **Roslyn Dean** attended HR Tabling (Outreach) at the Public Service Career Fair on 5/14.
- Regional Manager **Roslyn Dean** facilitated tour of Blackfire and used information from the tour to host a Business Hub brainstorming for West Las Vegas Library.
- Regional Manager **Kevin Maas** attended Metro's Compstat Meeting.
- LO Trainer **Dana B.** met with Richard Egan regarding Mental Health First Aid for Youth training.
- Kudos to **Dana B.** and Community Engagement's **Shana H.** for bringing the folks from the Harbor to present to the District Department Heads.
- LO Support Manager **Joanna G.** hosted a meeting with the Collaboration Center Foundation to tour their facilities and secure their staff to present to our Department Heads.
- In April, **Whitney Library** Branch Manager **Billy Allen** received the **Compassionate Cities Award**: "I am thrilled to share that I have been selected as the recipient of the '2024 Compassionate Cities Award' in the category of Education. I will be attending a reception on April 26th at City Hall to accept this award on behalf of the entire Whitney Library branch. This award is a testament to the dedication and hard work of our team!"
- **West Las Vegas Library** Customer Service Department Head (CSDH) **Lorraine G.** met with **Shawn of Mental Health Counseling & Community Resources** and **Carol Santiago**, owner of **Edu Global Inc.** to discuss the value of Cox Wi-Fi cards to their



clients including an opportunity to distribute the cards. From August to April staff distributed 4,500 of the Cox Wi-Fi cards.

#### By the Numbers (April 2024):

- The Library District signed up **11,039** new **library card** users, a 56% increase over the same month last year and a 17% increase as compared year over year.
- **Gate count** was **349,530**, a 6% increase from the same month last year and 4% 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 **41,490 reference questions** and conducted **80 curbside deliveries** for **410 items**.
- Our **volunteers** logged **1,729 hours** of service to the Library District
- **283 Homeschool** sessions were logged.
- **113,152 Wi-Fi** sessions were logged. Part of the increase in computer use is due to our new Wi-Fi hardware following our procedures to auto-log everyone out after two hours of use. They can log back in, but it counts as an additional Wi-Fi session. IT is working to stretch the period to four hours while allowing new customers to log in and preserving strong connection speeds.

## Powerful Places

#### Branch Activities (April 2024)

- **Blue Diamond Library's** Customer Appreciation Day event had a hydroponic giveaway with dill, pansies, kale, and habanero plants! Everyone enjoyed a successful day of painting; the families, kids, and adults were excited to make their paintings. Customers also enjoyed food and refreshments. People loved the measuring tape and were excited about using colored pencils. We were told by many people that they appreciate us and what we do for the community! In total, we had 307 customers.
- **Clark County Library, Youth Services** made a Fairyhouse using recycled materials as part of their arts and crafts month in Youth Services.
- **East Las Vegas Art and Music Festival** was a big hit! Kids, parents, and adults helped to color in an art structure throughout the event! It was one of the most active elements of the festival. Thanks, **Darren J.**, for working with **Gloria J.** on the themes - the artwork chosen was perfection!







- **General Services** began the remodel/refresh of **Enterprise Library** in April, and everything is looking fantastic!



- **Goodsprings Library Customer Appreciation Day** was a success. Peggy Stephens, Goodsprings' very first Library Associate who opened the branch in 1968, dropped in for a visit (not pictured).
- **West Las Vegas Library 50<sup>th</sup> Celebration** was a great hit and the RJ said ['A great safe space': West Las Vegas Library turns 50 as community celebrates](#) "The '70s theme for the evening bash was fitting, given that the library first opened in 1973."



#### By the Numbers (April 2024):

- Library Branches improved overall circulation to **930,251** items, an increase of 7% over the same month last year and a **5%** increase year over year.
- **150 passports** were issued, a 78% increase over the same month last year. Windmill Passport services collected **\$6,490.00** 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. This allows for seven (7) day coverage since Windmill Staff are all still certified acceptance agents and routinely help in the passport office.

- **154,379 PC internet** sessions were logged which was a 71% increase from the same month last year.
- **Laughlin Library** turned 30 on April 10. This place has done so much for the community. "Everyone knows the library and the park are the best things in Laughlin!"
- In addition to the welcome table and raffle, Customer Appreciation Day at **Summerlin Library** consisted of STEAM programs for 0-5 and school-age kids, 3D printing demos, hydroponics Q&A sessions, take and makes in Adult and Youth Services, and giveaways in Circulation and Adult Services.

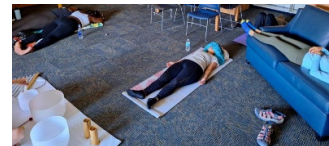


- **Windmill Library** conducted outreach programs at Arioso Senior Apartments, Escalante Memory Care, and Legacy House.

## Powerful Partnerships (April 2024)

- **Accessible Spaces**
- **Acelero**
- **American Red Cross**
- **AARP Tax Assistance Program**
- **Ask a Master Gardner**
- **Barbershop Books** Branch liaisons continued working the partnerships with our ten barbershops chosen for the granting period.
- **Bristlecone Storytelling Festival** was hosted at the West Charleston Library
- **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**
- **Clark County Social Services C.A.R.E.S.** team continued our Social Worker program in April. The Clark County C.A.R.E.S. team provided C.H.A.P. assistance, Rental assistance, and many more social services for our Whitney community. The C.A.R.E.S. team assisted 15 customers in April. The CARES team committed to coming to our branch every second Wednesday of the month and to 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**
- **Discovery Children's Museum** participated at the **Moapa Town Library Earth Day Storywalk** event and hosted a craft table.
- **East Las Vegas Community Center**
- **Election department**
- **EmployNV Career Expo** was held on April 30th from 10am – 2pm with a turnout of over 1200 job seekers coming in to find new job opportunities. 60 job exhibitors were on hand promoting their companies, services, and benefits. Various workshops were held during the event on resume writing, tips and tricks for LinkedIn, and interviewing help.
- **Family Search Center** held a genealogy workshop at the **Moapa Town Library**. Special thanks to Community Engagement's Tony W. for organizing the event.
- **First Friday Outreach Kevin Maas**
- **4-H club**
- **Green Our Planet**
- **Harbor House**
- **Henderson Vet Center**
- **Hui Malamalama** hosted a **Lai Workshop** at the **Enterprise Library** and we had quite the turnout!
- **The Las Vegas Family Search Center**, genealogy classes
- **Las Vegas Metro**
- **Laughlin Chamber of Commerce**
- **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**
- **Star Fair at Valley High School**, Clark County Library Youth Services attended the festival, creating Library Cards, distributing Cox Wi-Fi Cards, and talking to approximately 255 children and parents. Youth Service staff also visited the **Cambridge Community Center** to provide stories and songs for children on April 14.
- **Sound Bath** with **Wendy Surber**, Sound Bath Practitioner, will come monthly to BD to bring "harmony among the pages".
- **Southern Nevada Health Department**
- **St. Bridget Catholic Church**
- **Three Square**
- **Toastmasters Club**
- **US Dept of State**
- **Violins for Kids** at the **East Las Vegas Library**
- **Vitalant**





## Powerful Platforms (April 2024)

- **Bunkerville Library** updated their storywalk in partnership with Chronicle Books, and the Parks & Rec Dept. featuring *A Butterfly is Patient* by Dianna Hutts Aston.



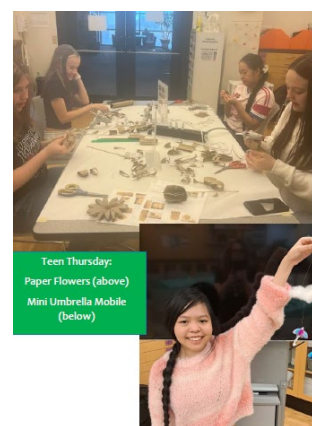
- **Clark County Library** completed its first Green Week. There were themed dress-up days that centered around environmental programming. Teens learned the importance of plastic waste as they decorated their reusable metal water bottles. Teens learned how to upcycle old items to make something new and fabulous. We played a game on how to live with the environment, especially the desert heat. Displays focused on the water crisis and how to conserve water and energy. Teens made endangered animal posters that will be on display this summer in the Teen Zone hallway. YPL conducted a fun fairy program and they made fairy houses out of plastic bottles.
- **Cristy from Indian Springs Library** started her **Silent Book Club** in April as her first solo program. She designed it with a short intro, time for readers to read quietly, and then time after to discuss. Readers tended to show off their titles before settling in, but overall enjoyed the experience. Participants gave some suggestions and staff will work on how to implement these changes. Go Cristy! **Jett** taught a watercolor of red poppies, teaching a technique that allows a wet-on-dry application, a moment to dry to create hard edges, then a lifting and dropping technique to create a glow for the petals. Painters were given the option of postcards and cards and could send these flowers to a recipient for Mother's Day.
- **Meadows Library** Customer Appreciation celebrated 196 participants., Yoga for Life performed 4 classes with a total of 59 kids, and Acelero PreK visited multiple times.
- **Mesquite Library** hosted Cowboy Poetry with 32 in attendance



- **Barbershop Books Partnership (BSB)** – Completed development of BSB SharePoint and Planner for staff communication, tracking, and project management. Continuing to conduct monthly outreach.
- **Yoga at the Library** – digitization of the waiver completed and customers will submit completed waivers through Dropbox Sign. Contracting with Jack Pagone on Quarter 3 dates.
- **Digital Memories Preservation Labs (DMPL)** – Continuing to work on enhancements requests for staff and customer usability (waiver placement, troubleshooting equipment, website updates, etc.). General Services will install cubicle walls for Laughlin to begin equipment installation and deployment/training.
- **All Hands on Tech (AHOT)** – Second deployment complete. Working with Branding and Marketing on social media promotion. Working with General Services and IT on a few enhancement requests and repairs. The AHOT Program is designed to provide customers with the ability to interact/touch, use, and ask questions about various mobile customer technologies. The collection of tech devices lets customers and staff test-drive items so they can become comfortable with using them, learn how to operate them and choose the best options for themselves and their families.
- **Super Hero Con** at the **Rainbow Library** would not have been a success without the entire Rainbow team. Good job everyone. And big kudos to Antony for leading the charge.



- **Sandy Valley Library Customer Appreciation Day** became super successful, hosting almost 50 adults, teens and kids in our branch after 3:00 PM. We handed out 45 of the small library bags of goodies (tape measures, pencils, notepads, colored pencils, etc.) as well as 16 take-and-makes. We had 47 surveys filled out, and for our craft we made “vision boards.” We also provided pizzas and bags of chips for everyone.
- **Sahara West Library Teen Thursdays**
- **Searchlight Library** joined ‘Science is Everywhere Day’ April 27th with our volcano science program. Kids were tasked with making their very own volcanos out of clay and water bottles. This was a two-part program where we first made the volcanos and later painted them before having them erupt.
- **Sunrise Library** hosted their signature event in April; **Get Lost In Nevada** where one can plan your next adventure in our region’s natural and urban outdoor spaces. This FREE event featured workshops, activities, and crafts for all ages, **plus a nostalgic, in-person visit from the one and only Smokey Bear!** Additional programming at Sunrise included a Makershop Sewing Safety and Setup, Makershop Open Sew, Sunrise Book Subscription Boxes, Sunrise Music Society, Paper Pushers, Sunrise Book Club, Guided Meditation, Listening Lounge, Wellness By Design, Painting

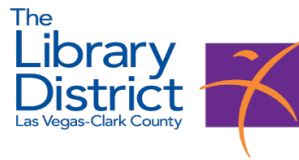




Party (2), Jigsaw Sunday, DIY Herb Gardens for CAD, Chair Yoga, Basic Yoga, Puzzle Place (passive). AS Staff assisted with YPL programming: Crochet Club.

- **West Charleston Library** reported 46 programs with 677 attendance at youth programs. The Digital Memories Preservation Lab (DMPL) hosted a class and over the month filled 27 reservations. Adult Services conducted over 45 outreach events.
- **West Las Vegas Multiservice Librarian Danny J.** started an **Anime Club** with 36 attendees. Youth services participated in Science is Everywhere Day on April 28th. Students made slime in our all-ages STEAM program, Up and Atom.
- There were plenty of special events at the **Whitney Library** including our Teen Empowerment Summit, Customer Appreciation Day, After School Fun, Kids Café- Free Meals For Kids, After School Fun, Hip Hop Storytime, Science Saturday, LEGO League, Message in a bottle, Teen Zone, STEAM Saturday, Earth Day Craft Fest.

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## MEMORANDUM

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

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

**DATE:** May 31, 2024

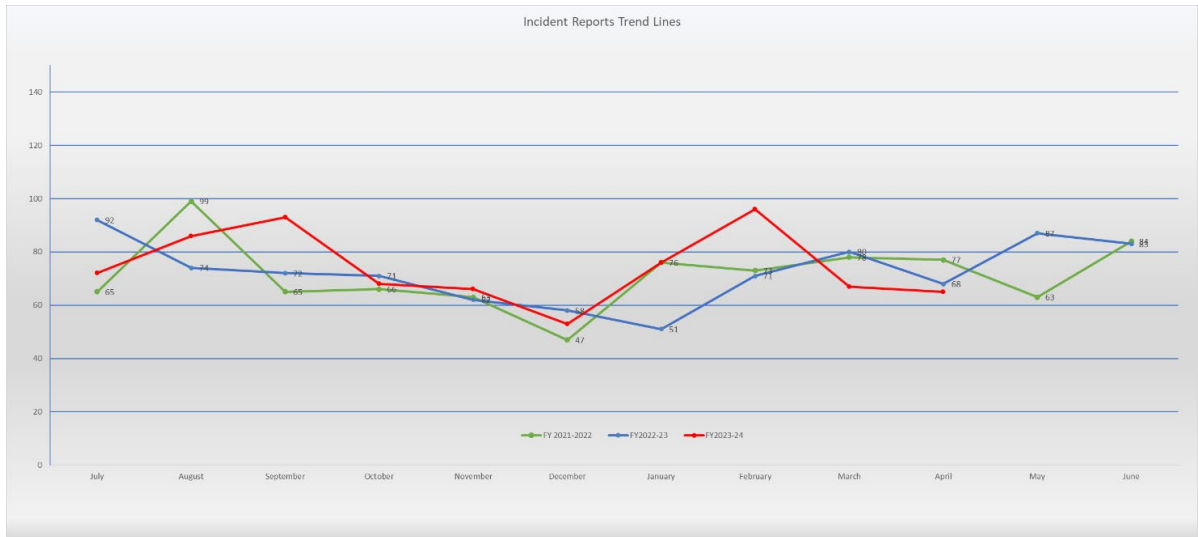
**SUBJECT:** Security Report, June 2024

This memorandum reports on the security information and analytics compiled from the period of **April 1 – April 30, 2024.**

Branch	Incident Reports				May-22		May-24		
	Apr-23	Apr-24	Difference	% Change	to Apr-23	to Apr-24	Difference	% Change	
BLUE DIAMOND LIBRARY	0	0	0	0.0%	0	4	4	0.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
CENTENNIAL HILLS LIBRARY	1	2	1	100.0%	24	23	-1	-4.2%	
CLARK COUNTY LIBRARY	19	17	-2	-10.5%	204	248	44	21.6%	
EAST LAS VEGAS LIBRARY	4	5	1	25.0%	78	75	-3	-3.8%	
ENTERPRISE LIBRARY	0	2	2	0.0%	22	38	16	72.7%	
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	0	0	0.0%	10	8	-2	-20.0%	
MEADOWS LIBRARY	0	0	0	0.0%	3	7	4	133.3%	
MESQUITE LIBRARY	1	0	-1	-100.0%	16	5	-11	-68.8%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	1	2	1	100.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
RAINBOW LIBRARY	3	2	-1	-33.3%	27	24	-3	-11.1%	
SAHARA WEST LIBRARY	7	3	-4	-57.1%	60	68	8	13.3%	
SANDY VALLEY LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SEARCHLIGHT LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SPRING VALLEY LIBRARY	3	5	2	66.7%	80	63	-17	-21.3%	
SUMMERLIN LIBRARY	5	1	-4	-80.0%	41	22	-19	-46.3%	
SUNRISE LIBRARY	0	0	0	0.0%	14	15	1	7.1%	
WEST CHARLESTON LIBRARY	7	16	9	128.6%	75	94	19	25.3%	
WEST LAS VEGAS LIBRARY	6	1	-5	-83.3%	63	51	-12	-19.0%	
WHITNEY LIBRARY	10	7	-3	-30.0%	89	105	16	18.0%	
WINDMILL LIBRARY	2	4	2	100.0%	36	55	19	52.8%	
Total	68	65	-3	-4.4%	846	912	66	7.8%	

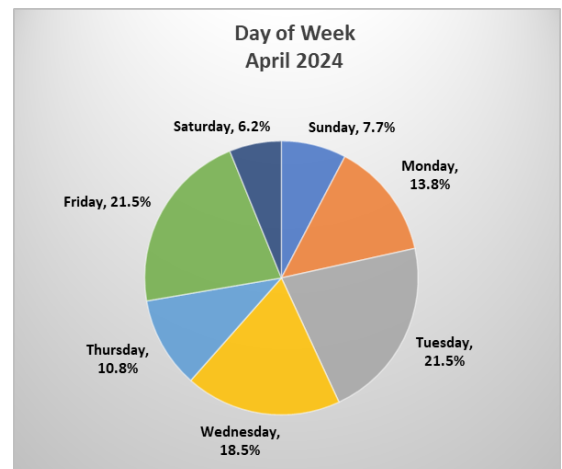
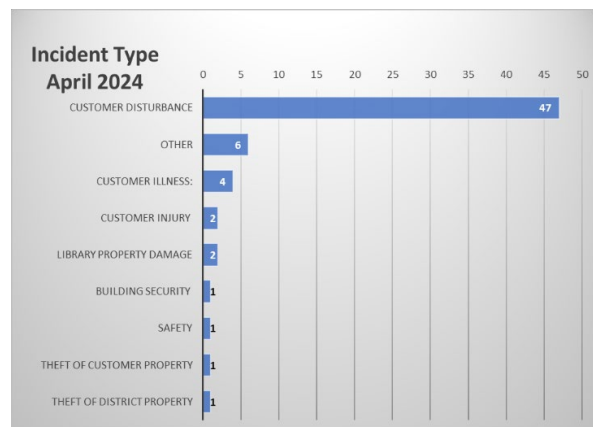
In April 2024, branch staff reported **65 incidents**, a decrease of 4.4% over the same month last year. During this period, the Library District recorded **349,530** customer visits. **This ratio** is one incident for every **5,377 visits**.

Trend lines show the overall decrease in the number of incidents experienced for April matching the decline in monthly incidents last year.

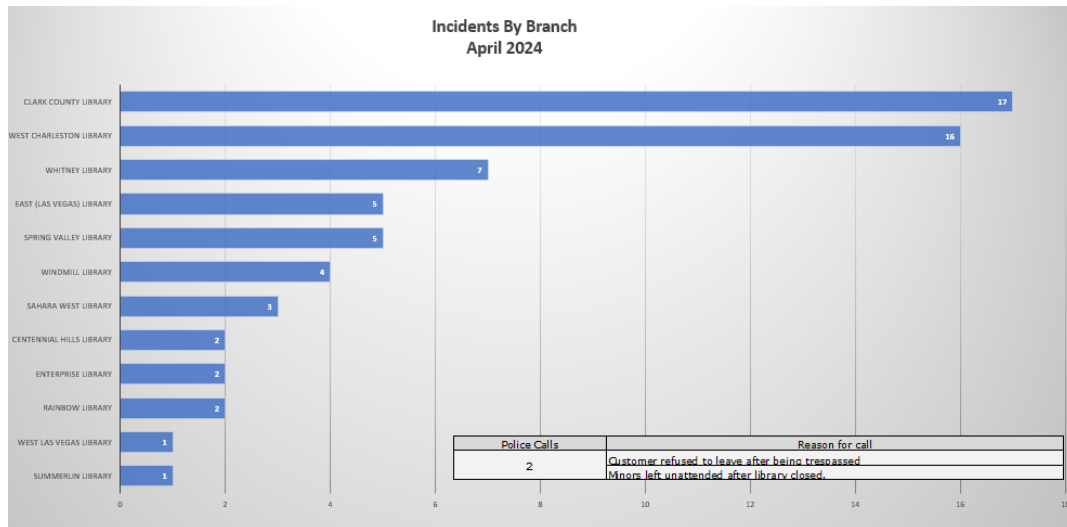


Incident types included four (4) unattended minor children left in the library after closing. PICs called Metro at 6 pm. Metro decided a CPS investigation was warranted. CPS officer arrived at 8:30 pm and transported the children at 9:20 pm. The largest increase of incidents occurred at West Charleston Library.

<b>ADULT TRESPASS [ 5 YEAR ]</b>	<b>1</b>
CLARK COUNTY LIBRARY	1
<b>ADULT TRESPASS [ 3 YEAR ]</b>	<b>1</b>
CLARK COUNTY LIBRARY	1
<b>ADULT TRESPASS [ 1 YEAR ]</b>	<b>31</b>
CENTENNIAL HILLS LIBRARY	1
CLARK COUNTY LIBRARY	9
EAST LAS VEGAS LIBRARY	2
ENTERPRISE LIBRARY	1
SPRING VALLEY LIBRARY	2
WEST CHARLESTON LIBRARY	11
WEST LAS VEGAS LIBRARY	1
WHITNEY LIBRARY	3
WINDMILL LIBRARY	1
<b>ADULT BAN [ LESS THAN 1 YEAR ]</b>	<b>10</b>
CLARK COUNTY LIBRARY	4
SPRING VALLEY LIBRARY	2
WEST CHARLESTON LIBRARY	3
WHITNEY LIBRARY	1
<b>MINOR TESPASS</b>	<b>1</b>
EAST LAS VEGAS LIBRARY	1



District staff encountered **forty-seven (47) customer disturbances** accounting for 72.3% of April incidents or one disturbance for every **7,437** visits. During **April 2024**, staff banned forty-four (44) customers. One (1) adult received a five-year trespass, one (1) adult received a three-year trespass, thirty-one (31) adults received a one-year trespass, ten (10) adults received a partial-year ban, and one (1) minor received a one-year trespass.



The **Clark County Library** recorded the most incidents, reporting seventeen (17). The remaining branches reported between zero (0) and fourteen (14) incidents. Clark County Library Incidents in April included: illegal drug use, spitting on staff, destruction of library property (computers), sleeping, throwing objects at the wall and creating damage, public masturbation, marijuana use in the library, threats made to library staff and book store volunteers, patron who jumped over a locked gate repeatedly and accessed staff-only courtyard. During April 2024, staff made two (2) calls to law enforcement.

Library Name	Square Footage	Occupancy	April	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	18	0.40	2.25
Clark County	120,000	905	17	204	1.70	14.57
East Las Vegas	41,015	1200	5	60	1.46	10.00
Enterprise	26,300	526	2	34	1.29	6.80
Goodsprings	900	9	0	1	1.11	1.00
Indian Springs	1,200	24	0	1	0.83	0.67
Laughlin	15,562	323	0	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	0	2	0.43	0.33
Mt. Charleston	2,800	56	0	0	0.00	0.00
Rainbow	26,800	808	2	21	0.78	2.63
Sahara West	122,000	920	3	52	0.43	4.73
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	5	51	2.04	5.67
Summerlin	40,165	1014	1	18	0.45	3.00
Sunrise	23,000	345	0	9	0.39	1.50
West Charleston	38,900	1054	16	71	1.83	8.88
West Las Vegas(excluding Theater)	30,693	370	1	37	1.21	4.11
Whitney	24,500	563	7	97	3.96	13.86
Windmill Library and Service Center	142,149	994	4	47	0.33	5.22
<b>Total Square Ft.</b>	<b>757,429</b>	<b>Occupancy Rate 11,056</b>	<b>Apr-23 65</b>	<b>Total Incidents 742</b>	<b>Average 0.98</b>	<b>Average 5.14</b>

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

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**Las Vegas - Clark County Library District**  
**Library Operations and Community Engagement**  
**Monthly Statistics**  
**April 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	738	17	2,303	4	65	12	34	8	339	20	902	0	0	40	1,275
BUNKERVILLE	181	23	937	1	70	3	4	176	533	8	75	0	0	187	612
CENTENNIAL HILLS	31,724	2	28,605	710	2,261	24	257	61	2,422	42	2,670	23	347	150	5,696
CLARK COUNTY	12,177	9	30,380	801	4,782	34	2,280	129	1,795	39	1,277	43	3,452	245	8,804
EAST LAS VEGAS	10,383	12	26,582	1,517	4,321	60	1,749	64	803	58	1,408	11	505	193	4,465
ENTERPRISE	13,936	6	18,599	330	2,343	13	77	58	1,159	45	1,471	13	283	129	2,990
GOODSPRINGS	127	25	886	1	23	1	7	0	0	3	69	0	0	4	76
INDIAN SPRINGS	533	19	2,619	5	81	11	330	4	20	22	265	0	0	37	615
LAUGHLIN	3,757	14	4,739	52	747	23	481	11	120	0	0	3	13	37	614
MEADOWS	622	18	2,300	45	238	19	54	9	55	27	669	0	0	55	778
MESQUITE	5,671	13	9,421	105	1,030	49	392	51	1,192	26	925	2	31	128	2,540
MOAPA TOWN	249	22	1,194	4	38	2	6	6	46	27	199	0	0	35	251
MOAPA VALLEY	2,281	16	2,854	13	227	7	37	15	186	4	260	0	0	26	483
MOUNT CHARLESTON	159	24	1,321	1	18	4	15	4	22	27	183	0	0	35	220
RAINBOW	18,367	4	22,064	343	2,654	26	332	48	1,191	52	2,811	20	646	146	4,980
SAHARA WEST	31,931	1	32,270	475	2,944	21	1,690	33	1,352	5	110	41	700	100	3,852
SANDY VALLEY	417	20	1,242	1	49	5	14	6	51	2	98	0	0	13	163
SEARCHLIGHT	297	21	977	8	18	1	9	0	0	21	124	0	0	22	133
SPRING VALLEY	12,333	8	21,631	288	3,634	15	145	74	1,014	63	2,162	11	101	163	3,422
SUMMERLIN	17,807	5	21,996	244	1,264	22	399	17	720	11	497	25	3,532	75	5,148
SUNRISE	11,973	10	18,607	1,075	2,457	16	122	0	0	12	909	0	0	28	1,031
WEST CHARLESTON	11,551	11	21,572	252	2,433	46	1,135	41	603	70	1,704	11	869	168	4,311
WEST LAS VEGAS	3,337	15	20,663	534	3,384	32	414	65	674	65	2,405	10	200	172	3,693
WHITNEY	13,051	7	19,498	359	3,205	17	637	63	1,130	31	1,392	4	221	115	3,380
WINDMILL	29,119	3	36,270	601	2,941	16	754	32	1,131	28	1,477	32	1,168	108	4,530
WINDMILL SERVICE CENTER	697,530		0	3,270	113,152	282	4,294	25	557	25	4,072	0	0	332	8,923
2024 MONTHLY TOTAL	930,251		349,530	11,039	154,379	761	15,668	1,000	17,115	733	28,134	249	12,068	2,743	72,985
FY 23-24 YTD TOTAL	9,346,541		3,191,476	98,885	1,264,467	10,945	144,939	9,839	173,217	8,306	267,139	2,158	85,302	31,248	670,597

ANNUAL MONTHLY COMPARISON															
2023 MONTHLY TOTAL	865,621	330,464	7,067	90,333	1,153	12,058	1,090	18,241	761	25,547	260	12,327	3,264	68,173	
% CHANGE	7%	6%	56%	71%	-34%	30%	-8%	-6%	-4%	10%	-4%	-2%	-16%	7%	

ANNUAL YTD COMPARISON														
FY 22-23 YTD TOTAL	8,927,983	3,337,366	84,563	896,252	10,585	138,076	9,168	175,056	6,814	226,653	2,276	86,730	28,843	626,515
% CHANGE	5%	-4%	17%	41%	3%	5%	7%	-1%	22%	18%	-5%	-2%	8%	7%

ANNUAL MONTHLY COMPARISON													
2022 MONTHLY TOTAL	832,889	275,821	5,460	89,650								2,514	59,013
% CHANGE	12%	27%	102%	72%								9%	24%
2021 MONTHLY TOTAL	695,468	254,506	3,885	82,889								1,534	22,361
% CHANGE	34%	37%	184%	86%								79%	226%
2020 MONTHLY TOTAL	0	0	6,685	51,424								0	0
% CHANGE	#DIV/0!	#DIV/0!	65%	200%								#DIV/0!	#DIV/0!

ANNUAL YTD COMPARISON													
FY 21-22 YTD TOTAL	7,787,797	2,848,163	55,168	871,238								21,793	480,764
% CHANGE	20%	12%	79%	45%								43%	39%
FY 20-21 YTD TOTAL	7,260,997	2,606,239	44,669	832,687								11,732	193,257
% CHANGE	29%	22%	121%	52%								166%	247%
FY 19-20 YTD TOTAL	8,543,548	4,096,687	72,668	1,290,451								18,349	501,857
% CHANGE	9%	-22%	36%	-2%								70%	34%



## ITEM VI.A.1.a.

### MEMORANDUM

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

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

**DATE:** June 30, 2024

**SUBJECT:** Library Operations Activity Report, July 2024

This memorandum reports on the Library Operations Department's activities and project updates for May 2024, and Branch activities and analytics compiled between **May 1 – May 30, 2024**.

### Powerful People

- Library Staff across the District who staff rallied together to host the Summer Reading Challenge kick-off.
- Welcomed **Access Services** back to Library Operations. Policies and Procedures that deal with how customers interact with the library are back under the Library Operations Umbrella.
- Staff met with **Grant a Gift Autism Foundation** and invited them to present at a future District Department Head Meeting. The **Collaboration Center** stopped in to discuss the mission, campus, and ways library staff can connect customers to their resources through their Pathways Program. The **Harbor** also trained staff on how the Harbor connects at-risk youth and families to local resources to circumvent the juvenile justice system.
- Library Operations Trainer, **Dana** hosted Mental Health First Aid training for staff. She also drafted an Incident Reports online training module and is curating training opportunities focused on AI, neurodivergence, teen mental health, and customer service. The **Grant a Gift Autism Foundation** training will support a focus on assisting customers with neurodivergence.
- **Cinnamon**, while not technically a person, is an assistive animal that makes it possible for a person with balance issues to come to the library. Cinnamon was trotted out at the Moapa Valley Library as part of its ADA Assistive Animal Training. Assistive animals are dogs or miniature horses who are trained to perform tasks or do work for individuals with disabilities.
- **Sandy Valley Library** Adult Services **Montaysia Y.** held a well-received painting workshop.
- **Regional Manager, Roslyn Dean** developed our **Executive Director's Leadership Book Club**. The Executive Director will begin his staff leadership book club in Spring 2025. Work completed includes identifying titles and scheduling the location, date, and time for session. Dr. Roz also drafted suggested book discussion questions for each session. The book club will be open to staff in or aspiring to be in leadership positions across the District.

**By the Numbers (May 2024):**

- The Library District signed up **8,393** new **library card** users, a 17% increase over the same month last year and a 17% increase as compared year over year.
- **Gate count** was **326,784**, a 10% decrease from the same month last year and 5% below the yearly total. The reduction 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 **39,951 reference questions** and conducted **84 curbside deliveries** for **466 items**.
- Our **volunteers** logged **1,972 hours** of service to the Library District
- **182 Homeschool** sessions were logged.
- **59,502 Wi-Fi** sessions were logged. Part of the increase in computer use is due to our new Wi-Fi hardware following our procedures to auto-log everyone out after two hours of use. They can log back in, but it counts as an additional Wi-Fi session.

## Powerful Places

**Branch Activities (May 2024)**

- **Blue Diamond Library** hydroponics open house! Blue Diamond planted green onions, mini romaine, and thyme and handed out the harvests during their Summer Challenge Kickoff. They also had buttons, microscopes for enjoyment; snacks, and refreshments!
- **Bunkerville Library** hosted a bracelet and wristband craft activity, a Welcome sign craft, and multiple boredom-buster activities each week.
- **Enterprise Library** refresh continues! The hallway to the Multipurpose Room is done, and the Adult Services area is nearly complete. New spaces to come include the story room and lobby.
- **Summerlin Library** hosted **Isamu Noguchi Playscapes**. Additional kudos to **Summerlin Branch Staff** for the branch-wide Summer Challenge Kickoff Celebration was a hit. Youth Services staff turned the story room into a magical under-the-sea world, and Adult Services staff transformed their service desk into a pirate ship. We had 205 customers join us for the event.

**By the Numbers (May 2024):**

- Library Branches improved overall circulation to **950,005** items, an increase of 8% over the same month last year and a **5%** increase year over year.
- **170 passports** were issued, a **136%** increase over the same month last year. Windmill Passport Services collected **\$7,393.00** 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. This allows for seven (7) day coverage since Windmill Staff are all still certified acceptance agents and routinely help in the passport office.
- **98,728 PC internet** sessions were logged which was a 6% increase from the same month last year.



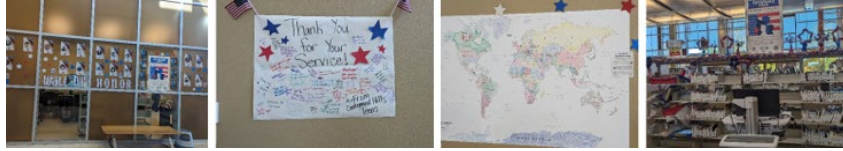
- **Centennial Hills Library** hosted 700 attendees at their **Veteran's Fair** – May 11.

Kudos to

**Lauren** and  
team for all the  
decorations;

**Eric** for

playing a huge role in vendors and setup; **Aubrey** for a great storytime presentation; and **Genella** for getting the Cricut poppies done.



- **Goodsprings Library** hosted an adult bingo night.



- **Sahara West Library** hosted their Signature Star Wars Day event on May 4<sup>th</sup>! Rebels, the Empire, Jedi's and First Order alike came out to celebrate all things Star Wars with us at Sahara.



- Sahara was also the site of the 3rd Annual Small Business Fair in partnership with the Nevada Department of Business and Industry, was held on May 1st, 2024. Local and state agencies were on site providing information for community small businesses, from marketing, funding, networking, and more. We had an appearance by Governor Lombardo for opening remarks. GoDaddy held an informational workshop during the event. We had over 600 in attendance for the main event and 80 in virtual attendance for the opening remarks and workshops.





- **Spring Valley Library Spring Fair** was listed as one of the best festivals in Spring Valley. The community, staff, and partners all came together to make the Spring Fair an amazing event. It would not be possible without all the people involved. Customers were happy with everything the event had to offer, our community partners were happy with the large turnout and staff were happy to see all their hard work appreciated. Festivities included Carnival games and prizes for kids, face painting, hydroponics take-and-make, live music, raffles, food, and fun with opportunities to meet community partners related to jobs, health, government, and education. **Clean the World Foundation** was also on-site, providing mobile showers and hygiene supplies.



- **Moapa Town** was the place to be in May. We had an unusual number of foreign tourists visit the branch while in town this month. One family in an RV arrived from Quebec and another came in a camper van from France. Interestingly, they were both French-speaking travelers from distant ends of the world. Staff wondered, who would think to stop in Moapa of all places? But we know there are lots of interesting places to visit here like Warm Springs Natural Area, Moapa Valley National Wildlife Refuge, Muddy River Reserve, and of course, the Moapa Town Library not to mention other close-by attractions like the Valley of Fire, Lake Mead, and Lost City Museum among others.
- **Rainbow Library** Youth Services hosted 51 programs with 2,311 in attendance. Their Digital Memories Preservation Lab assisted 55 customers in preserving their memories in an up-to-date digital format, or at least one newer than how it was created or saved.

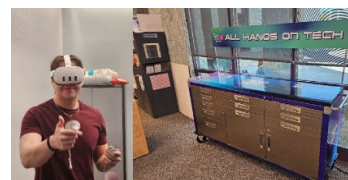


- **Sunrise Library** Circulation Staff modified the "Find the ..." event for the Summer Challenge. Customers are now on the search for a magical Mermaid (Mer-bear). If the magical creature is found, a treasure of wonders is rewarded.



Other programs of note included the Labyrinth Walk at the Desert Ridge Apartments and the Kentucky Derby Tea at the Cora Coleman Senior Center.

- **West Charleston Library** Adult Services Staff hosted 22 programs for 213 people. The Digital Memories Preservation Lab (DMPL) helped 32 families preserve their precious memories by converting them into a newer digital format. **All Hands on Tech (AHOT)** also made a debut at West Charleston.



## Powerful Partnerships (May 2024)

- **Accessible Spaces**
- **Acelero**
- **AARP Tax Assistance Program**
- **American Legion Spirit of Freedom, Post 76**
- **American Red Cross**
- **Asian Community Development Council – Spring Valley Fair**
- **Ask a Master Gardener**
- **Atwell Health – Spring Valley Fair**
- **Library Operations** staff conducted Outreach at the **Best of Vegas Awards Party**.
- **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** and the Saturday food pantry features rescue foods (foods that are still good but will soon expire or, in situations where the outer packaging is damaged). This program helps our food desert community, reduces food waste (and thus reduces greenhouse gas emissions from foods going into landfills, reduces vehicle exhaust fumes since this reduces trips into Las Vegas), supports our teens with the development and practice of soft skills, and creates community both for those folks who are attending and socializing in line and with those who are volunteering as they connect with folks they may not interact with normally.
- **Chef Jeff's Food Truck at West Charleston Library**
- **The Clark County Social Services C.A.R.E.S.** team continued our Social Worker program in May by providing CHAP assistance, rental assistance, and more social services for our Whitney community. The C.A.R.E.S. Team assisted 19 customers. Our social worker has provided six customers with housing. The past three months saw a strong increase in our customers utilizing the social worker services. The C.A.R.E.S. Team committed to coming to Whitney every second Wednesday of the month.
- **Clark County Elections Department**
- **County Parks and Rec.**
- **Clark County School District**
- **Discovery Children's Museum.**
- **East Last Vegas Community Center**
- **Election department**
- **EmployNV**
- **Las Vegas Family Search** Center hosted an evening genealogy class at **Indian Springs Library**. We did have many people leave who were very happy with how to break through some of the snags they had run into in searching their family histories.
- **4-H club** started its summer programming at several of our branch locations.
- **The Goodsprings Historical Society** hosted its annual reunion (fondly known as **Oldtimers' Day**) on Saturday, May 4. Staff dropped by for a bit to hand out swag (branded decks of playing cards) just to let them know we care and are available
- **Green Our Planet**
- **HAIP Medical – Spring Valley Fair**
- **Harbor House**



- **Henderson Vet Center**
- **Kids Coop**
- **Las Vegas, City**
- **The Las Vegas Family Search Center**, genealogy classes
- **Las Vegas Metro**
- **Laughlin Chamber of Commerce**
- **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**
- **St. Bridget Catholic Church**
- **Southern Nevada Health Department**
- **Sahara West May 4<sup>th</sup> Partners** included: **Las Vegas Avengers** and the **Society of Lightsaber Duelists**
- **Spring Valley Fair Partners** included: **Spring Valley Hospital**, **NPHY**, **EmployNV**, **Make the Road Nevada**, **Asian Community Development Center (ACDC)**, **Clark County Fire Department**, **Commissioner Naft**, and **East Las Vegas Seed Share**. We had food from **Aloha Kitchen**, **Marco's Pizza**, **85 Degrees Bakery**, and **Urban Matcha**. We couldn't put together such a great event without our community partners!
- **Spring Valley Hospital**
- **Three Square**
- **Toastmasters Club**
- **US Dept of State**
- **UNLV Dental School**
- **UNR Extension** started on their summer programming at **Searchlight Library** which greatly supports our summer reading challenge goals. **Clark County Parks & Rec** continued supporting the library by lending the multipurpose room to the library for larger programs requiring more space.
- **Violins for Kids** at the **East Las Vegas Library**
- **Vitalant**

## Powerful Platforms (May 2024)

- LV-CCLD distribution of **Cox Wi-Fi cards** drew to an end on June 14. Cards remained active through the end of the month and stopped working on July 1, 2024. Library Operations and Outreach Staff and our community partners were able to distribute 20,965 cards by the end of the program. Each card allowed up to three (3) concurrent logins to Cox Wi-Fi hotspots throughout the valley. Special thanks to our teams out of West Las Vegas for getting huge signups. One staff got nearly 350 in one event.



- Recently West Charleston Youth Services had a transition camp for Deaf and Hard of Hearing Students ages 14-21 in the Teen Zone for a demonstration of the **Project SANDI VR Headsets**. This camp was sponsored by **The Bureau of Vocational Rehabilitation** (part of the **Nevada Dept. of Employment Training & Rehabilitation**). We had 15 VR headsets set up for them to use so they could see virtual examples of the careers available to them in the state of Nevada. We had two separate sessions and had over 35 people attend the program. The teens really enjoyed the experience with many never seeing VR before. We also showed them the **Nevada Career Explorer** website so they could set up their own accounts and learn job skills and opportunities. Special thanks to our new **Youth Services Assistant, Maia Malone**, who is fluent in American Sign Language and helped lead both sessions.
- Blue Diamond Library** hosted a Summer Challenge program "Looking at the Stars - Astral Exploration Experience" with **Francisco Silva** from **NASA**. People came to look at the Sun and were excited to hear about astronomy from a NASA expert and get projections of when we will colonize the moon!
- Centennial Hills Library** celebrated its Top hats and Tiaras program.



- Enterprise Library Teen Zone** celebrated May the 4 with staff and cosplayers



- East Las Vegas, Built From Scratch** hosted a Mother's Day Photo Shoot for 85 attendees. Adult Services Chess Club had 20, and Youth Services hosted 63 programs for 736 folks. **All Hands On Tech** was busy as well and the DJ Workshop saw a full house with nine attendees!



- Indian Springs Library** Introduced their **Summer of STEAM!** Chris pivoted from her traditional Family Storytimes into the Summer of STEAM! In her first week, **Chris** did Exploring Sound Waves in which participants made their own speakers using cups and paper towel rolls to redirect the sound. For the second



week, Chris did Leak-Proof Bags, in which participants explored plastic polymers and the ability to bend without breaking.

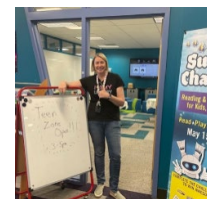
- **Laughlin Library** had lots of community support at their Diva's Tribute to Johnny Mercer, Book Wreaths craft, and For Paint's Safe, and they did it in the cool thanks to General Services getting their A/C units installed before the heat wave hit.



- **Meadows Library** program Yoga for Life had five (5) classes with 73 participants. Staff did an outreach at the police station and completed 36 laser engravings.
- **Moapa Valley Library** hosted a messy paint day even though most Youth Services Programming was on a break to prep the branch and staff for Summer Reading. The Adult Book Club drew its normal crowd, and the teen lockin was a rousing success.



- **Sandy Valley Library** has a new Teen Program: Film Club, where they are making a short film! The teens and Branch Associate, **Carol** are putting together a storyboard and script. The kids will operate the camera, act, and do all the post-production work.
- **Spring Valley Library** opened their new Teen Zone! It is the new cool place to hang out to play video games, hang out with friends and keep out of the heat!
- **West Las Vegas Library** Chess had 62 people stop in and play across 4 regularly scheduled sessions. The first ever Chess Tournament at West Las Vegas had 60 people show up to participate. Three (3) Adult and Three (3) youth winners took home 1st, 2nd & 3rd place winning 3D printed Chess piece trophies of King, Queen, and Rook. Other programs in high demand include guitar and anime Club.





## MEMORANDUM

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

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

**DATE:** June 30, 2024

**SUBJECT:** Security Report, July 2024

This memorandum reports on the security information and analytics compiled from the period of **May 1 – May 31, 2024.**

Branch	Incident Reports				Jun-22		Jun-24		
	May-23	May-24	Difference	% Change	to May-23	to May-24	Difference	% Change	
BLUE DIAMOND LIBRARY	1	0	-1	-100.0%	1	3	2	200.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
CENTENNIAL HILLS LIBRARY	1	1	0	0.0%	25	23	-2	-8.0%	
CLARK COUNTY LIBRARY	19	15	-4	-21.1%	205	244	39	19.0%	
EAST LAS VEGAS LIBRARY	7	8	1	14.3%	76	76	0	0.0%	
ENTERPRISE LIBRARY	3	1	-2	-66.7%	22	36	14	63.6%	
GOODSPRINGS LIBRARY	1	0	-1	-100.0%	1	1	0	0.0%	
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	3	1	-2	-66.7%	
LAUGHLIN LIBRARY	1	2	1	100.0%	11	9	-2	-18.2%	
MEADOWS LIBRARY	2	1	0	-50.0%	5	6	1	20.0%	
MESQUITE LIBRARY	1	0	-1	-100.0%	17	4	-13	-76.5%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	0	2	2	0.0%	
MOAPA VALLEY LIBRARY	0	0	0	0.0%	1	2	1	100.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
RAINBOW LIBRARY	1	2	1	100.0%	28	25	-3	-10.7%	
SAHARA WEST LIBRARY	4	8	4	100.0%	61	72	11	18.0%	
SANDY VALLEY LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SEARCHLIGHT LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SPRING VALLEY LIBRARY	6	4	-2	-33.3%	79	61	-18	-22.8%	
SUMMERLIN LIBRARY	4	3	-1	-25.0%	41	21	-20	-48.8%	
SUNRISE LIBRARY	4	1	-3	-75.0%	15	12	-3	-20.0%	
WEST CHARLESTON LIBRARY	13	2	-11	-84.6%	84	83	-1	-1.2%	
WEST LAS VEGAS LIBRARY	11	4	-7	-63.6%	71	44	-27	-38.0%	
WHITNEY LIBRARY	6	12	6	100.0%	87	111	24	27.6%	
WINDMILL LIBRARY	2	2	0	0.0%	37	55	18	48.6%	
Total	87	66	-20	-24.1%	870	891	21	2.4%	

In May 2024, branch staff reported **66 incidents**, a decrease of 24.1% over the same month last year. During this period, the Library District recorded **304,804** customer visits. **This ratio** is one incident for every **4,618 visits**.

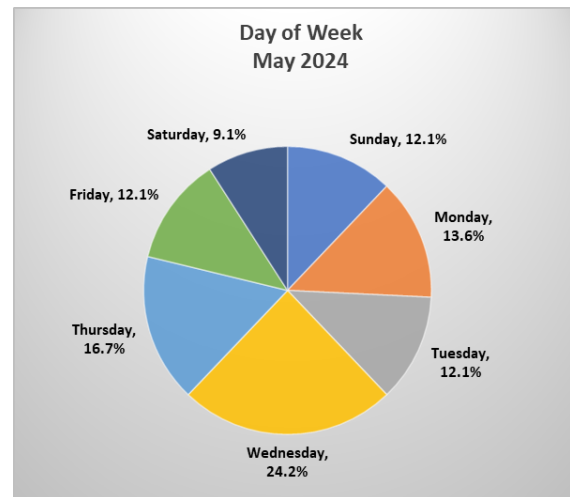
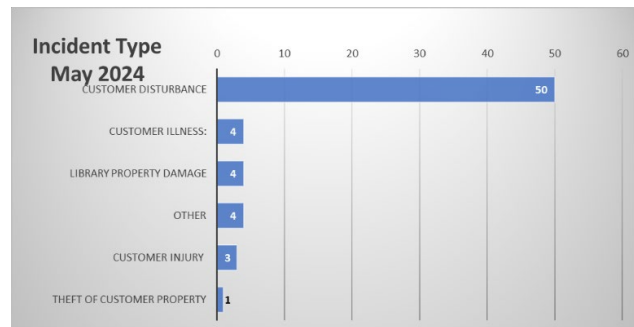
May incident numbers more closely match the general trend lines than last year.



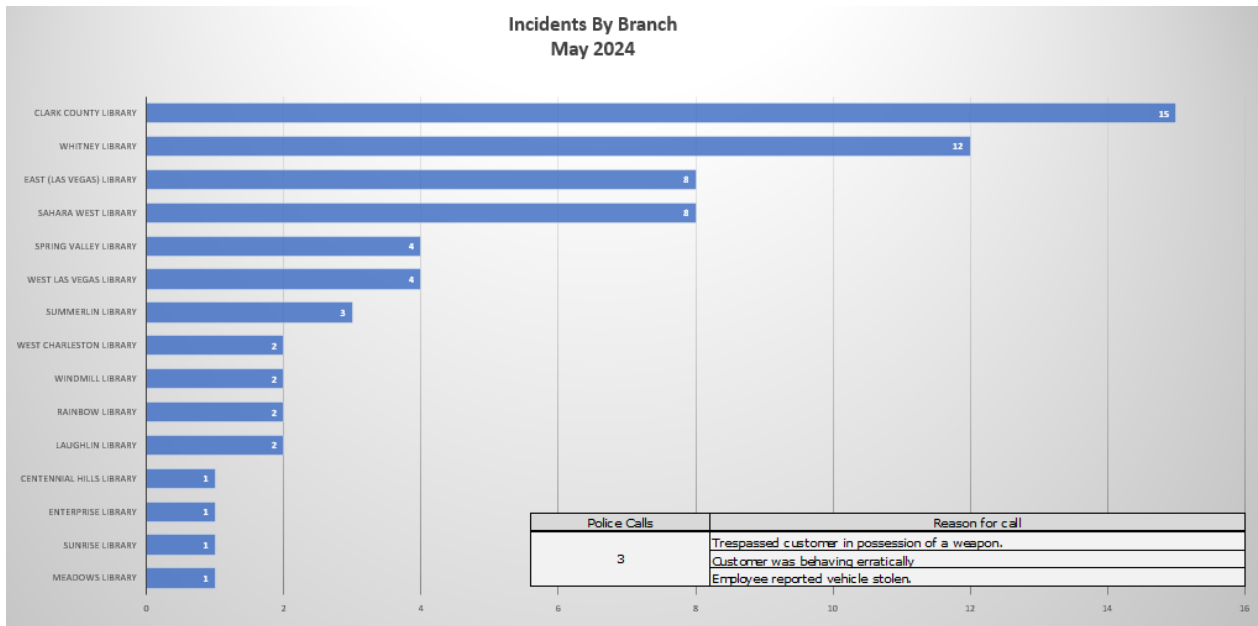


Incident types included four (4) unattended minor children left in the library after closing. PICs called Metro at 6 pm. Metro decided a CPS investigation was warranted. CPS officer arrived at 8:30 pm and transported the children at 9:20 pm. The largest increase of incidents occurred at West Charleston Library.

<b>ADULT TRESPASS [ 5 YEAR ]</b>	<b>1</b>
CLARK COUNTY LIBRARY	1
<b>ADULT TRESPASS [ 3 YEAR ]</b>	<b>3</b>
CLARK COUNTY LIBRARY	1
MEADOWS LIBRARY	1
WHITNEY LIBRARY	1
<b>ADULT TRESPASS [ 1 YEAR ]</b>	<b>24</b>
CLARK COUNTY LIBRARY	8
EAST LAS VEGAS LIBRARY	3
LAUGHLIN LIBRARY	1
RAINBOW LIBRARY	2
SAHARA WEST LIBRARY	2
SPRING VALLEY LIBRARY	1
SUNRISE LIBRARY	1
WHITNEY LIBRARY	6
<b>ADULT BAN [ LESS THAN 1 YEAR ]</b>	<b>8</b>
CLARK COUNTY LIBRARY	1
SPRING VALLEY LIBRARY	2
WHITNEY LIBRARY	5
<b>MINOR TRESPASS</b>	<b>2</b>
EAST LAS VEGAS LIBRARY	2
<b>MINOR BAN OR RPC [ LESS THAN 1 YEAR ]</b>	<b>4</b>
CENTENNIAL HILLS LIBRARY	1
EAST LAS VEGAS LIBRARY	2
WEST LAS VEGAS LIBRARY	1



District staff encountered **fifty (50) customer disturbances** accounting for 75.8% of May incidents or one disturbance for every **6,096** visits. During **May 2024**, staff banned forty-two (42) customers. One (1) adult received a five-year trespass, three (3) adults received a three-year trespass, twenty-four (24) adults received a one-year trespass, and eight (8) adults received a partial-year ban. Two (2) minors received a one-year trespass and four (4) received a trespass of less than one year.



The **Clark County Library** recorded the most incidents, reporting fifteen (15). The remaining branches reported between zero (0) and twelve (12) incidents. During May 2024, the staff made three (3) calls to law enforcement.

Library Name	Square Footage	Occupancy	May	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	1	19	0.42	2.38
Clark County	120,000	905	15	219	1.83	15.64
East Las Vegas	41,015	1200	8	68	1.66	11.33
Enterprise	26,300	526	1	35	1.33	7.00
Goodsprings	900	9	0	1	1.11	1.00
Indian Springs	1,200	24	0	1	0.83	0.67
Laughlin	15,562	323	2	9	0.58	1.13
Meadows Library	813	16	1	5	6.15	3.33
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	0	2	0.43	0.33
Mt. Charleston	2,800	56	0	0	0.00	0.00
Rainbow	26,800	808	2	23	0.86	2.88
Sahara West	122,000	920	8	60	0.49	5.45
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	4	55	2.20	6.11
Summerlin	40,165	1014	3	21	0.52	3.50
Sunrise	23,000	345	1	10	0.43	1.67
West Charleston	38,900	1054	2	73	1.88	9.13
West Las Vegas(excluding Theater)	30,693	370	4	41	1.34	4.56
Whitney	24,500	563	12	109	4.45	15.57
Windmill Library and Service Center	142,149	994	2	49	0.34	5.44
<b>Total Square Ft.</b>	<b>Occupancy Rate</b>			<b>Total Incidents</b>	<b>Average</b>	<b>Average</b>
757,429	11,056	66		808	1.07	5.60

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

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

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	599	18	2,469	5	54	13	97	9	376	19	744	0	0	41	1,217
BUNKERVILLE	252	22	863	1	83	0	0	168	491	9	64	0	0	177	555
CENTENNIAL HILLS	33,004	2	27,636	564	2,300	16	112	25	1,012	41	1,459	20	446	102	3,029
CLARK COUNTY	12,197	9	29,192	525	4,833	41	2,846	137	2,067	41	1,144	31	2,097	250	8,154
EAST LAS VEGAS	9,579	12	25,285	390	4,233	69	2,111	37	383	43	571	9	386	158	3,451
ENTERPRISE	12,912	7	15,741	302	1,815	11	187	37	401	42	1,265	21	474	111	2,327
GOODSPRINGS	214	24	406	0	33	2	15	4	31	4	19	0	0	10	65
INDIAN SPRINGS	585	19	2,831	3	88	11	79	6	51	27	541	0	0	44	671
LAUGHLIN	3,448	14	3,812	60	627	13	115	16	182	1	100	2	23	32	420
MEADOWS	819	17	2,505	25	248	18	85	5	22	44	684	0	0	67	791
MESQUITE	5,574	13	8,720	118	1,060	47	369	85	625	25	535	3	26	160	1,555
MOAPA TOWN	250	23	1,178	0	33	2	7	7	65	22	80	0	0	31	152
MOAPA VALLEY	2,644	16	2,878	33	255	2	13	20	386	6	157	0	0	28	556
MOUNT CHARLESTON	342	21	1,348	2	20	8	72	5	72	17	197	1	9	31	350
RAINBOW	19,046	4	20,029	413	2,337	14	116	19	215	44	2,325	20	636	97	3,292
SAHARA WEST	34,217	1	32,400	528	2,708	16	1,063	47	4,042	16	884	19	641	98	6,630
SANDY VALLEY	372	20	1,320	3	38	3	4	7	74	3	10	0	0	13	88
SEARCHLIGHT	175	25	882	4	17	3	17	5	24	18	25	0	0	26	66
SPRING VALLEY	11,900	11	19,900	331	3,377	17	89	39	1,215	41	2,666	4	22	101	3,992
SUMMERLIN	17,638	5	24,422	287	1,331	22	288	0	0	12	573	24	5,990	58	6,851
SUNRISE	12,588	8	16,808	274	2,327	21	281	15	995	42	1,064	0	0	78	2,340
WEST CHARLESTON	12,122	10	21,302	269	2,415	38	868	7	130	80	871	20	1,069	145	2,938
WEST LAS VEGAS	3,188	15	20,898	199	3,157	20	599	58	417	24	1,552	13	525	115	3,093
WHITNEY	13,044	6	18,714	362	3,124	42	799	63	826	29	1,140	5	613	139	3,378
WINDMILL	30,514	3	25,245	627	2,713	16	517	5	87	17	965	21	1,544	59	3,113
WINDMILL SERVICE CENTER	712,782		0	3,068	59,502	499	6,677	44	1,520	11	6,319	0	0	554	14,516
<b>2024 MONTHLY TOTAL</b>	<b>950,005</b>		<b>326,784</b>	<b>8,393</b>	<b>98,728</b>	<b>964</b>	<b>17,426</b>	<b>870</b>	<b>15,709</b>	<b>678</b>	<b>25,954</b>	<b>213</b>	<b>14,501</b>	<b>2,725</b>	<b>73,590</b>
<b>FY 23-24 YTD TOTAL</b>	<b>10,296,546</b>		<b>3,518,260</b>	<b>107,278</b>	<b>1,022,764</b>	<b>11,939</b>	<b>162,714</b>	<b>10,754</b>	<b>190,047</b>	<b>9,042</b>	<b>295,643</b>	<b>2,371</b>	<b>99,803</b>	<b>34,106</b>	<b>748,207</b>

ANNUAL MONTHLY COMPARISON															
<b>2023 MONTHLY TOTAL</b>	<b>880,000</b>		<b>362,371</b>	<b>7,160</b>	<b>92,873</b>	<b>1,336</b>	<b>19,308</b>	<b>871</b>	<b>17,449</b>	<b>712</b>	<b>25,863</b>	<b>240</b>	<b>17,180</b>	<b>3,159</b>	<b>79,800</b>
<b>% CHANGE</b>	<b>8%</b>		<b>-10%</b>	<b>17%</b>	<b>6%</b>	<b>-28%</b>	<b>-10%</b>	<b>0%</b>	<b>-10%</b>	<b>-5%</b>	<b>0%</b>	<b>-11%</b>	<b>-16%</b>	<b>-14%</b>	<b>-8%</b>

ANNUAL YTD COMPARISON															
<b>FY 22-23 YTD TOTAL</b>	<b>9,807,983</b>		<b>3,699,737</b>	<b>91,723</b>	<b>989,125</b>	<b>11,921</b>	<b>157,374</b>	<b>10,039</b>	<b>192,505</b>	<b>7,526</b>	<b>252,516</b>	<b>2,516</b>	<b>103,910</b>	<b>32,002</b>	<b>706,305</b>
<b>% CHANGE</b>	<b>5%</b>		<b>-5%</b>	<b>17%</b>	<b>3%</b>	<b>0%</b>	<b>3%</b>	<b>7%</b>	<b>-1%</b>	<b>20%</b>	<b>17%</b>	<b>-6%</b>	<b>-4%</b>	<b>7%</b>	<b>6%</b>

ANNUAL MONTHLY COMPARISON															
<b>2022 MONTHLY TOTAL</b>	<b>849,015</b>		<b>295,926</b>	<b>5,628</b>	<b>91,158</b>									<b>2,542</b>	<b>67,080</b>
<b>% CHANGE</b>	<b>12%</b>		<b>10%</b>	<b>49%</b>	<b>8%</b>									<b>7%</b>	<b>10%</b>
<b>2021 MONTHLY TOTAL</b>	<b>710,223</b>		<b>268,178</b>	<b>4,057</b>	<b>81,476</b>									<b>1,513</b>	<b>30,769</b>
<b>% CHANGE</b>	<b>34%</b>		<b>22%</b>	<b>107%</b>	<b>21%</b>									<b>80%</b>	<b>139%</b>
<b>2020 MONTHLY TOTAL</b>	<b>0</b>		<b>0</b>	<b>6,685</b>	<b>51,424</b>									<b>0</b>	<b>0</b>
<b>% CHANGE</b>	<b>#DIV/0!</b>		<b>#DIV/0!</b>	<b>26%</b>	<b>92%</b>									<b>#DIV/0!</b>	<b>#DIV/0!</b>

ANNUAL YTD COMPARISON															
<b>FY 21-22 YTD TOTAL</b>	<b>8,636,812</b>		<b>3,156,779</b>	<b>60,796</b>	<b>962,396</b>									<b>24,335</b>	<b>547,844</b>
<b>% CHANGE</b>	<b>19%</b>		<b>11%</b>	<b>76%</b>	<b>6%</b>									<b>40%</b>	<b>37%</b>
<b>FY 20-21 YTD TOTAL</b>	<b>7,971,220</b>		<b>2,874,417</b>	<b>48,726</b>	<b>914,163</b>									<b>13,245</b>	<b>224,026</b>
<b>% CHANGE</b>	<b>29%</b>		<b>22%</b>	<b>120%</b>	<b>12%</b>									<b>158%</b>	<b>234%</b>
<b>FY 19-20 YTD TOTAL</b>	<b>8,543,548</b>		<b>4,096,687</b>	<b>72,668</b>	<b>1,290,451</b>									<b>18,349</b>	<b>501,857</b>
<b>% CHANGE</b>	<b>21%</b>		<b>-14%</b>	<b>48%</b>	<b>-21%</b>									<b>86%</b>	<b>49%</b>



## ITEM VI.A.2.a.

### MEMORANDUM

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

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

**DATE:** May 31, 2024

**SUBJECT:** Branding & Marketing Activity Report, June 2024

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for May and analytics compiled from April 1-30, 2024.

### Powerful Platforms

#### Summer Challenge 2024 Launch

May marked the launch of Summer Challenge 2024, the Library District's biggest annual literacy initiative. To help promote the Library District's free events, programs, and services happening during Summer Challenge, BAM prepared the following:

- Created a dedicated Summer Challenge [landing page](#) which details how to register for the program; lists prizes available; and spotlights events hosted at our branches in sections targeted individually to Kids, Teens, and Adults. Each section also features ocean-themed Staff Lists, offering customers a starting point for their reading journey.
- Worked with Adult Services Manager **Carlito Sanchez** and Youth Services Manager **Shana Harrington** to create dynamic content cards to promote events around the District on the Summer Challenge landing page and throughout the Library District website.
- Designed and placed print ads.
- Wrote and pitched a news release in [English](#) and [Spanish](#).
- Created a [Summer Challenge News Media Portal](#) through our new Digital Asset Management software, which easily and efficiently provides assets and information to news outlets.
- Developed a [Summer Challenge Partner Toolkit](#).
- Created a new [Summer Challenge Promotional Video](#).
- Summer Challenge promotional activity is ongoing with media outreach, website priority placement, social media posts, and inclusion in Library Highlights.

Summer Challenge continues to evolve, and this year the inventive collaboration between Youth & Adult Services, the branches, and BAM has resulted in some diverse and exciting programming and a new marketing strategy.

- **Early Registration Incentive:** The early registration ticket prizes – NBA Summer League Family 4-Packs – have helped to DOUBLE the number of Summer Challenge registrations by May 31, compared to last year.
- **Kids Brochure Direct Mail Distribution:** Via OrangeBoy and using U.S. Census data, we direct-mailed the kids' brochure targeting 40,000 non-cardholder, low-income English and Spanish HHs in every City Ward and County Commission District across Clark County.
- **Postcard Mailings:** The brochure mailing will be followed by two follow-up postcard mailings through OrangeBoy to the same 40,000 HHs. Each mailer will contain unique QR codes so that we can track engagement.
- **Social Media Mobile Ads:** This new approach is already showing positive analytics and measurable impact ... not just on Summer Challenge sign-ups, but on new library card registrations; re-engagement of lapsed cardholders; and increased activity in the catalog. Updates will be reported in the June Board Report.

#### Media coverage in May includes:

KNPR State of Nevada, [U.S. Poet Laureate Ada Limón on Importance of Poetry Ahead of Las Vegas Visit](#) (May 30)

Moapa Valley Progress, [Library Kicks-off Summer Challenge; A Host of Prizes Are Available in the Program](#) (May 29)

Moapa Valley Progress, [Moapa Valley Libraries to Host a Full Summer Lineup](#) (May 28)

The Las Vegas Public Affairs show, which airs on Audacy Radio stations, interviewed Youth Services Manager **Shana Harrington**. (May 25)

The KLAS Ch. 8 story [Summer Reading Challenge Launched at East Las Vegas Library](#) featured an interview with Adult Services Assistant **Cindy Alfonso**. (May 18)

[Vegas PBS](#) interviewed Youth Services Manager **Shana Harrington** in studio (May 13)

KTNV Ch. 13, [Las Vegas-Clark County Library District Brings Back Summer Challenge Program, Allows Students to Continue Learning Through the Summer](#) (May 12)

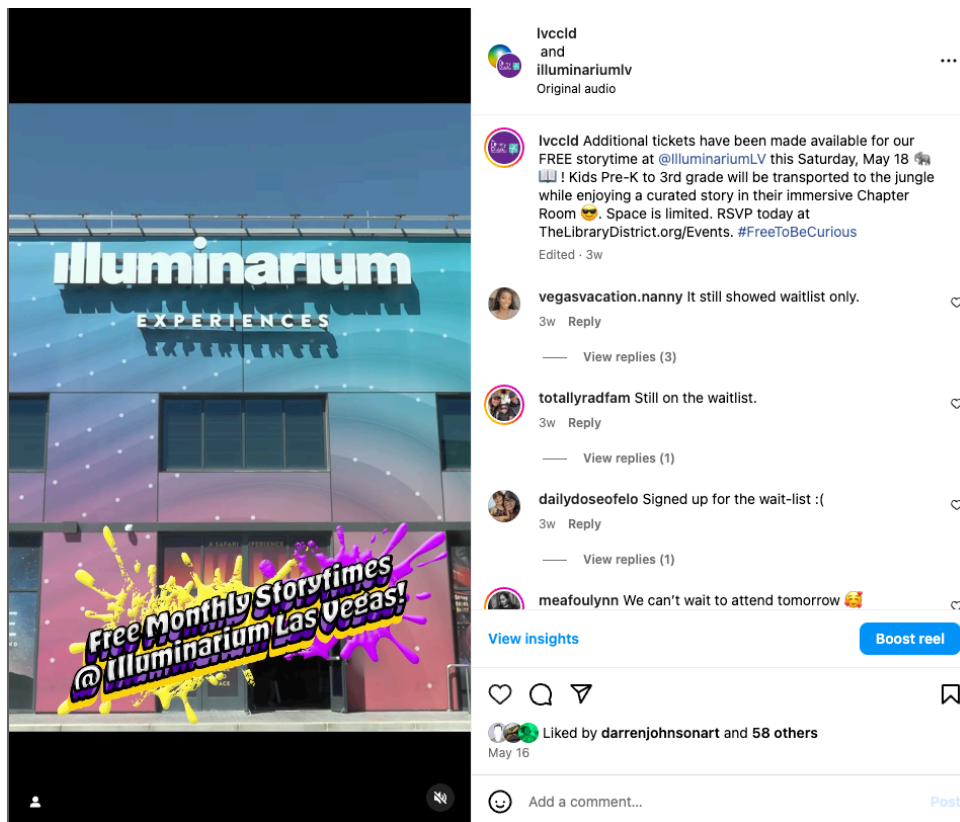
The Nevadan/El Nevadense, [Invitan al desafío Summer Challenge Reading & Activities Program \(The Las Vegas-Clark County Library District Summer Challenge will allow many students and their families to stay busy\)](#) (May 4)

## Powerful Partnerships

### Monthly Storytimes at Illuminarium

BAM continues to support Youth Services' new partnership with Illuminarium with the following activities:

- BAM's Digital Team attended the second in the Illuminarium Storytime series, which was hosted by **Shana Harrington** on May 18. We 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 June 29, which will feature their new Lite-Brite show with an ocean theme.



### Latino Radio Network

As part of the Library District's partnership with **The Latino Media Network**, Adult Services Manager **Carlito Sanchez** was a guest on the "Hablando De" program, recorded on May 30. He talked about the Library District's public education campaign Free To Be, as well as the Summer Challenge program. His interview will be uploaded on YouTube by the network in June.

"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. It airs on radio stations 98.1, 99.3 & 103.5.



#### Library District Mobile App Preparation & Continued Communico Software Integration

Acting IT Director **Ron Melnar** is working with Communico to get the Library District app set up on the Google app store. BAM continues to work with IT, Community Engagement, and Library Operations staff to prep for mobile app testing. The iOS testing for iPhones is complete and testing for Android devices is next. All device feedback and enhancement requests will be shared with Communico Senior Partnerships Director **Marcie Schneider**. Once the new app has been approved by our internal testing team, it will then be shared with the Library District staff for feedback. BAM will begin prep for the public launch, which is tentatively planned for 4<sup>th</sup> Quarter 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, plus so much more!

BAM is working on promotional assets and activities to support the public launch once the app goes live, including:

- A landing page on TheLibraryDistrict.org to detail benefits of the mobile app and the available features for cardholders.
- Promotional graphics for the website, social media platforms, newsletters, print ads, and flyers.
- Interior and exterior signage for all branches.
- A news release and media outreach.

BAM will be responsible for managing the app and pairing 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

### May Is Asian American, Native Hawaiian & Pacific Islander Heritage Month

BAM prepare the following to promote the Library District's free events, programs, services, collection, and online resources to celebrate Asian American & Native Hawaiian/Pacific Islander Heritage Month in May:

- Worked with Head of Collections & Bibliographic Services **Rebecca Colbert** to update the Asian American & Native Hawaiian/Pacific Islander promotional graphic (featuring spotlighted movies, music, and books) for use in all marketing materials, including the website, social media platforms, branch signage, print ads, and flyers.
- Worked with **Rebecca Colbert**, Electronic Resources Manager **Suzanne Fayle**, Adult Services Manager **Carlito Sanchez**, and Gallery Services Manager **Darren Johnson** to create a new blog post to promote the Library District's free events, programs, services, online resources, and curated staff picks from the collection. The blog was published on April 26 and can be [viewed on the website](#).
- Placed print ads.
- Continued promotional activity throughout the month with media outreach, website priority placement, social media posts, and inclusion in Library Highlights.

### Asian American & Native Hawaiian/Pacific Islander Heritage Month 2024

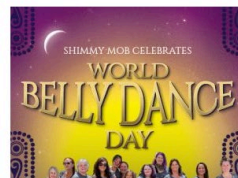
by JB April 26, 2024



Each May, we recognize Asian American & Native Hawaiian/Pacific Islander Heritage Month (AANHPI) in the United States, honoring the diverse voices, perspectives, arts and cultural influences, and rich history of the AANHPI community.

Explore our FREE AANHPI Heritage Month events and a wide range of library resources available both in our branches and online 24/7. As always, you can [#GetCarded on our website](#) for instant access to our wonderful world of discovery about Asian American & Native Hawaiian/Pacific Islander Heritage, plus so much more!

#### Featured Events:

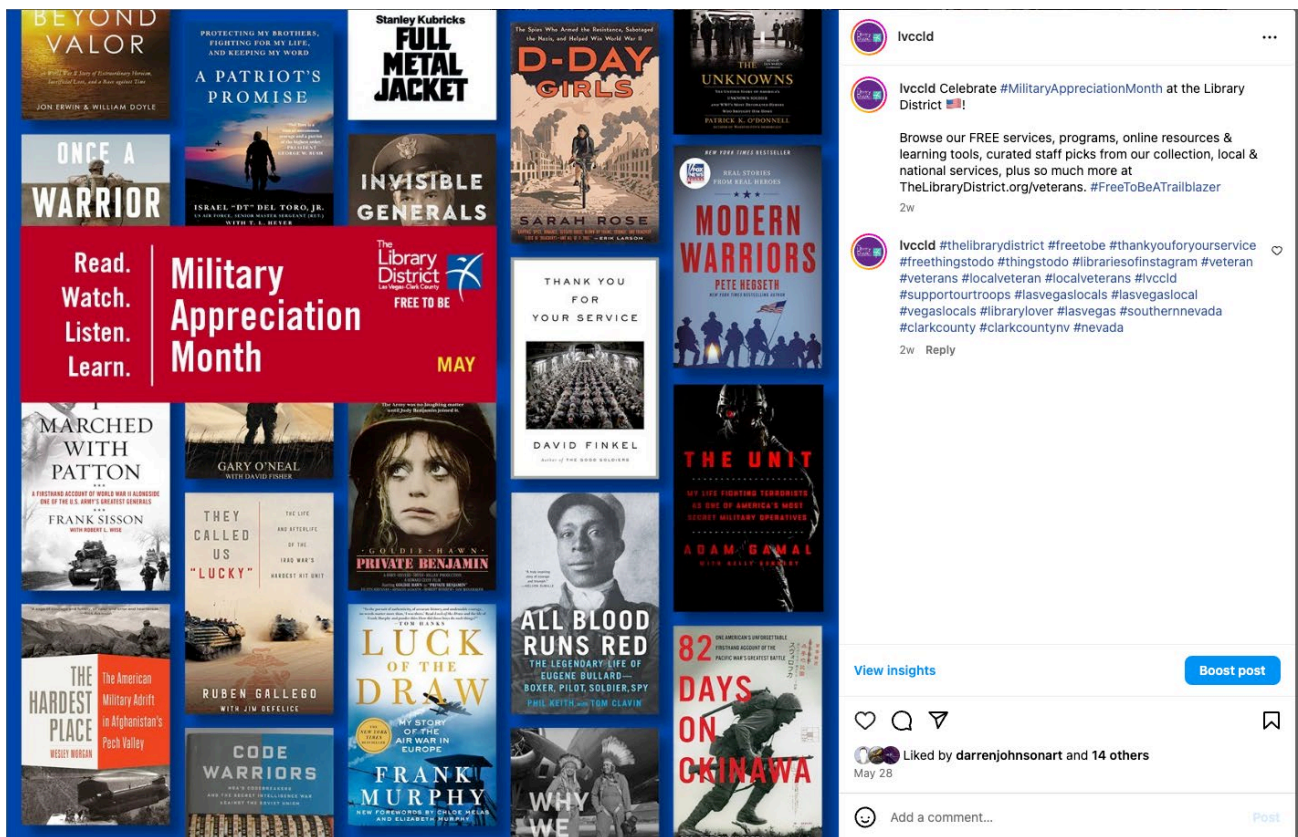




**Military Appreciation Month**

BAM prepared the following to promote the Library District's free events, programs, services, collection, and online resources to celebrate Military Appreciation Month in May:

- Worked with Head of Collections & Bibliographic Services **Rebecca Colbert** to create a new Military Appreciation Month promotional graphic (featuring spotlighted movies, music and books) for use in all marketing materials, including the website, social media platforms, branch signage, print ads, and flyers.
- Worked with Electronic Resources Manager **Suzanne Fayle** to update the [Veterans section](#) of the DEIA landing page on the Library District website to highlight the Library District's robust offering of veteran-targeted online resources and services.
- Placed print ads.
- Continued promotional activity throughout the month with media outreach, website priority placement, social media posts, and inclusion in Library Highlights.



## Powerful People

### Media Coverage Highlights

Additional media coverage in May included:

Las Vegas Sun, [Primary election: Where to vote in Clark County; Answers to your questions about how, when and where to vote](#) (May 25)

Nevada Independent, [OPINION: Lack of Supplemental Food Access Will Devastate Nevada Families This Summer; Students in Nevada Weeks Away from Summer Break](#) (May 13)

Fox 5 MORE, [Clark County Libraries Host Singer Jessica Fichot; Held at Three Library Locations](#) (May 10)

Eat More Art! Vegas, [Opera Las Vegas to present The Billy Goats Gruff Performing at the Whitney Library](#) (May 10)

KLAS 8 News Now, [Sahara West Library Celebrates Star Wars Day; May the Fourth Be With You](#) (May 5)

KTNV Ch. 13, [Las Vegas Kids Multicultural Fashion Show Held at the Clark County Library](#) (May 1)

Black Image, [Library District's FREE and FUN Summer Challenge Reading Program; There's a new opportunity to beat summer boredom](#) (May issue)

### #WeAreTheLibraryDistrict - #FreeToBe Employee Spotlight on Social Media

BAM's digital team continues to spotlight the Library District's diverse and talented staff on social media with the #WeAreTheLibraryDistrict - #FreeToBe series. The goal of this content is to:

- 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 and other themes to spotlight staff work across the Library District.

To date, seven 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.



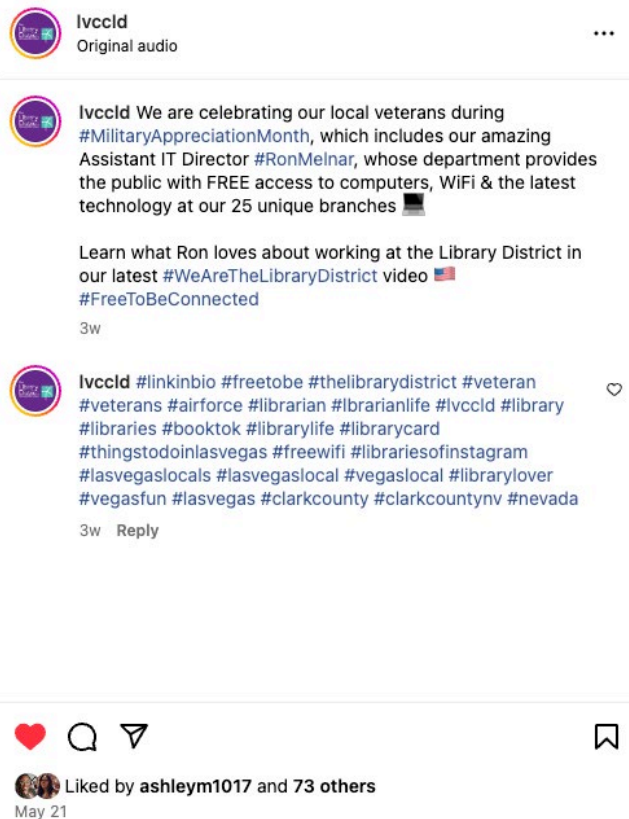
- Organizational Development Manager **Keeley Turner** was featured to spotlight our HR Department.
- Assistant IT Director **Ron Melnar** was featured for Military Appreciation Month in May.
- Indian Springs Branch Associate **Marie “Jett” Reed** was interviewed for Asian American, Native Hawaiian/Pacific Islander Heritage Month in May.
- BAM Senior Digital Designer **Cierra Pedro** also talked about her work for Asian American, Native Hawaiian/Pacific Islander Heritage Month.
- Clark County Library Programming Specialist **Julie Okabayashi** completed Asian American, Native Hawaiian/Pacific Islander Heritage Month with a look at her work at Clark County Library.

Forthcoming videos that are currently in development include:

- West Las Vegas Library Branch Manager **Lenika Coleman** talks about her branch.
- West Las Vegas Library MultiServices Librarian **Danny X. Jacobs** for PRIDE Month.
- Sunrise Library Branch Manager **Scott Clonan** for PRIDE Month.
- Blue Diamond Library Branch Associate **Kirsten Hoerner** for Trans Awareness Week in November.
- Interlibrary Loan Associate **Stacie Schwartz** on the details of this program.

In addition to social media, BAM also shares this series on the Library District’s Virtually Anywhere YouTube channel and [adds them to a dedicated playlist](#).

*Ron Melnar shares his positive work experience at the Library District, where you’re #FreeToBeYourself!*



## Powerful Platforms

### BAM Advertising Campaigns

#### Print Ads:

Free To Be	Las Vegas Weekly	23-May	Full page	\$3,000.00
	Asian Journal	23-May	Half Page	\$800.00
	Black Image	May	Full Page	\$2,000.00
	RJ en Español	22-May	Half Page	\$600.00
	Las Vegas Review-Journal	20-May	Half Page	\$2,700.00
	RJ Guide to Summer Fun	Summer months	Full page	\$2,200.00
	Desert Companion	April/May	Full Page	\$3,125.00
AANHPI Heritage Month	Las Vegas Weekly	2-May	Full Page	\$2,500.00
	Asian Journal	2-May	Half Page	\$800.00
Summer Challenge	Desert Companion	April/May	Full Page	\$2,800.00
	Asian Journal	9-May, 16-May, 30-May	Half Page	\$2,400.00
	RJ en Español	8-May, 15-May, 29-May	Full Page	\$1,800.00
	RJ Guide to Summer Fun	Summer months	Full page	\$2,200.00
	Las Vegas Review-Journal	6-May, 13-May, 27-May	Half Page	\$1,800.00
	Las Vegas Weekly	2-May, 9-May, 16-May, 30-May	Full page	\$3,000.00

### Summer Challenge 2024 Facebook Advertising:

#### Summer Challenge Early Registration Campaign:

*Run Dates: May 2-14*

Total Budget: \$3,000

Ad Targeting:

- Current Fans of the Library District (\$1,000)
- Non-followers of the Library District who reside in Las Vegas-Clark County zip codes that we service. (\$2,000)

#### **Ad Results for Current Fans of Summer Challenge:**

Total Budget: \$1,000

Total Amount Spent: \$999.89

Total Link Clicks: 1,821

Cost Per Result: \$.55

Total Impressions: 156,415

URL to Ad: <https://fb.me/1TxIHvF0pydFAWz>

**Ad Results for Locals Who Don't Currently Follow Summer Challenge:**

Total Budget: \$2,000  
 Total Amount Spent: \$1,999.90  
 Total Link Clicks: 3,501  
 Cost Per Result: \$.57  
 Total Impressions: 197,960  
 URL to Ad: <https://fb.me/1IDyTaeO6CM44Vx>

**Summer Challenge Program Kickoff:**

*Run Dates: May 15-31*

Ad Targeting:

- Current Fans of the Library District. (\$1,000)
- Non-followers of the Library District who reside in Las Vegas-Clark County zip codes that we service. (\$2,000)

**Ad Results for Current Fans of Summer Challenge:**

Total Budget: \$1,000  
 Total Amount Spent: \$999.89  
 Total Link Clicks: 1,821  
 Cost Per Result: \$.55  
 Total Impressions: 156,417  
 URL to Ad: <https://fb.me/1RbLI5UvGgXPHCg>

**Ad Results for Locals Who Don't Currently Follow Summer Challenge:**

Total Budget: \$2,000  
 Total Amount Spent: \$1,999.00  
 Total Link Clicks: 3,501  
 Cost Per Result: \$.57  
 Total Impressions: 197,960  
 URL to Ad: <https://fb.me/1OFqZ7Y1Z2xbZWU>

Library Highlights eNewsletter – OrangeBoy Software Results [LJ1]

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 May eNewsletter campaigns:

**May 2 eBlast: \*\*Sign-Up Early for a Chance to Win NBA Summer League Tickets!\*\***

**Topics:** This eBlast was sent to let cardholders know about the early registration incentive giveaway for this year's Summer Challenge for the chance to win NBA Summer League Tickets.

- 115,492 unique opens with a 31.3% percent open rate
- 4,032 unique clicks generated

- Sent to 368,756 unique emails
- 247 unsubscribes

Following the May 2 eBlast, 7,835 cardholders used OverDrive within 7 days of opening the message; 2,417 circulated a physical item; and 1,346 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 1,267 Occasionals (users who have not used the library in 3-12 months), and 504 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 98 Bright Future users (Teen cardholders).

**May 7 Issue: Celebrate AANHPI Heritage & Culture + Honoring Veterans + Summer Challenge Early Sign-Up**

**Topics:** Library District programs, resources and staff picks to celebrate Asian American & Native Hawaiian/Pacific Islander Heritage Month; Centennial Hills Library Veterans Fair; Military Appreciation Month blog; Early sign-up for Summer Challenge for a chance to win NBA Summer League tickets; Summer Challenge Kickoff events; upcoming must-see events selected by PVS & YS; and the Military Scholarship Informational event at Donald W. Reynolds Scouting Resource Center;

- 122,650 unique opens with a 33.2% percent open rate
- 2,154 unique clicks generated
- Sent to 369,748 unique emails
- 27 unsubscribes

Following the May 7 eNewsletter, 8,061 cardholders used OverDrive within 7 days of opening the message; 2,231 circulated a physical item; and 1,357 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 1,250 Occasionals (users who have not used the library in 3-12 months), and 524 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 131 Bright Future users (Teen cardholders).

**May 23 Issue: Summer Challenge Prizes! + We Are The Library District Videos + All Hands On Tech**

**Topics:** The Library District's free programs for Summer Challenge; [A link to view all of the #WeAreTheLibraryDistrict employee spotlight videos](#); Details on the All Hands On Tech Carts that are available at participating branches; Memorial Day closure details; Summer Challenge Kickoff events; upcoming must-see events selected by PVS & YS; and details about free Electric Bike Passes from the RTC for library cardholders.

- 117,834 unique opens with a 31.7% percent open rate
- 3,255 unique clicks generated
- Sent to 371,751 unique emails
- 318 unsubscribes

Following the May 23 eNewsletter, 7,841 cardholders used OverDrive within 7 days of opening the message; 2,421 circulated a physical item; and 1,386 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 2,944 Occasionals (users who have not used the library in 3-12 months), and 570 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 162 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 May 15
- The **average open rate for our 25 branch eNewsletters was 41.4%**, with an **average Click Through Rate (CTR) of 3%**. This shows our cardholders are actively looking forward to hearing from their home library.
- **543** Occasionals were Reengaged
- **110** Inactives were Reengaged
- **3,381** physical items were checked out from the Library District's catalog
- **3,547** items were checked out from Overdrive
- **965** items were checked out from hoopla

#### **Additional Highlights**

- New cardholder signups increased to 21,675 in May, which is an increase of +8% month-over-month.
- Overall active library cardholders increased by 3,557 in May, which is an increase of +1% month-over-month.
- Children's material checkouts were 21,934 in May, which is an increase of +17% month-over-month.

#### **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.
- 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 (April 2024):
- Our ads generated **4,651 clicks** and **14,559 impressions**, resulting in a **CTR (Click Through Rate) of 31.95%**. 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 increased +1% in April to 90.52%.
- In April, our Google Grant ads to help promote the Indie Author Project generated a CTR of 12.50%.
- 123 people submitted an application for an Instant eCard by clicking on an ad.
- 56 people made calls to the library after seeing a Google Grant ad.
- The number of people looking for their local library branch increased +24%, with ads to help people "Find a Location" generating 3,099 clicks in April.
- The keyword search of "Library Resources Online" was a top-performing search for the month with 501 Impressions and 130 clicks for a CTR of 25.95%.

## Social Media Highlights





**WILD STORYTIME**  
Be prepared to be transported through the African Savana, as you navigate through wild animals while listening to a specially curated reading from one of our safari guides  
Register in our bio!

**SPACE Storytime Photos**

**WILD**  
A JOURNEY INTO THE SAVANNAH

**SPACE**  
A JOURNEY INTO THE UNIVERSE

**FREE TO BE**

**SATURDAY, MAY 18**  
**10:00 AM - 10:45 AM**

**FREE RSVP**  
GRADES: K-3RD GRADE

3246 W Desert Inn Rd, Las Vegas, NV

**illuminariumlv and lvccld** · Following ...  
Illuminarium Las Vegas

**illuminariumlv** · 5h  
Join us and the @lvccld for our second 45-minute storytime adventure! 🌟

Be prepared to be transported through the African Savana, as you navigate through wild animals while listening to a specially curated reading from one of our safari guides in our immersive Chapter Room.

📍 - Illuminarium Las Vegas  
📅 - Saturday, May 18 from 10 AM – 10:45 AM  
👤 - Grades Pre-K – 3rd Grade  
🍳 - Breakfast Served from 9 AM-10 AM (\$10 Add-On Per Person)

RSVP for FREE at the link in our bio

Liked by daleetheridgeplanetarium and others  
5 hours ago

Add a comment...

**13 KTNV | Channel 13 News Las Vegas** ✓  
@KTNV

MAY THE 4TH BE WITH YOU: Fans celebrated Star Wars Day at the Sahara West Library today, including photo-ops with characters, Star Wars-themed storytime, crafts, games, and a lightsaber battle.

[👤: Las Vegas-Clark County Library District]

[ktnv.com/entertainment/...](https://ktnv.com/entertainment/)

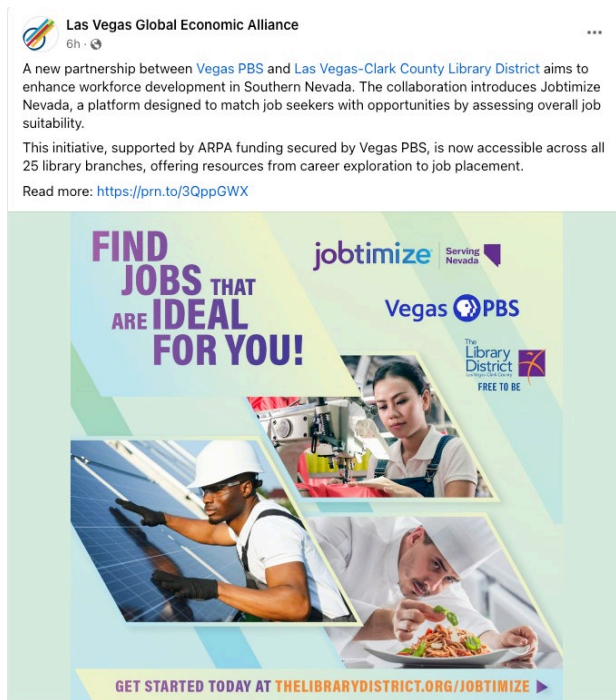


Las Vegas-Clark County Library District

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4:33 PM · May 4, 2024 · 1,757 Views

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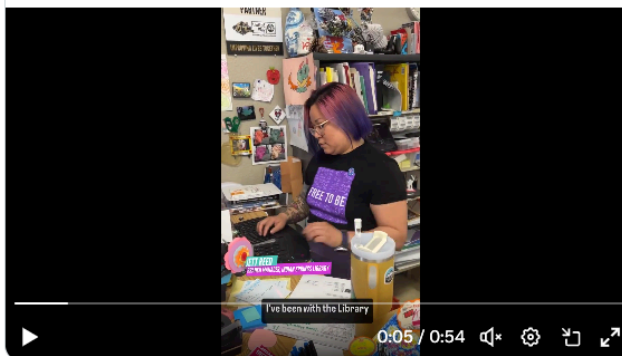
**AANHPI Nevada Legislative Caucus**  
@aanhpinv

Thank you @LVCCLD for all that you do for #HomeMeansNV! Check out all these #AANHPIHeritageMonth events still happening at your local library:  
[thelibrarydistrict.org/blogs/post/aan...](https://thelibrarydistrict.org/blogs/post/aan...) #AANHPIPride #NVLeg

**Las Vegas-Clark County Library District @LVCCLD** · 20h

In celebration of #AANHPIHeritageMonth, meet our #IndianSpringsLibrary branch associate Marie "Jett" Reed & learn what she loves about working at the Library District 💜

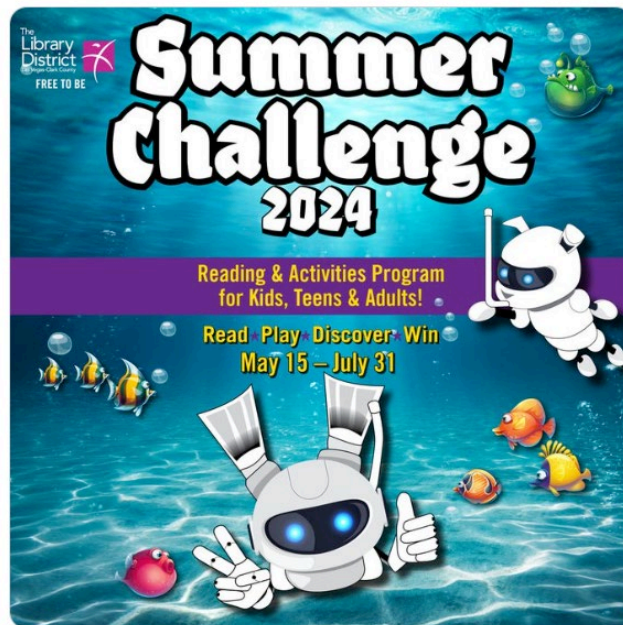
Learn how the library can help you: 🍌 ...  
[Show more](#)



5:20 AM · May 15, 2024 · 158 Views



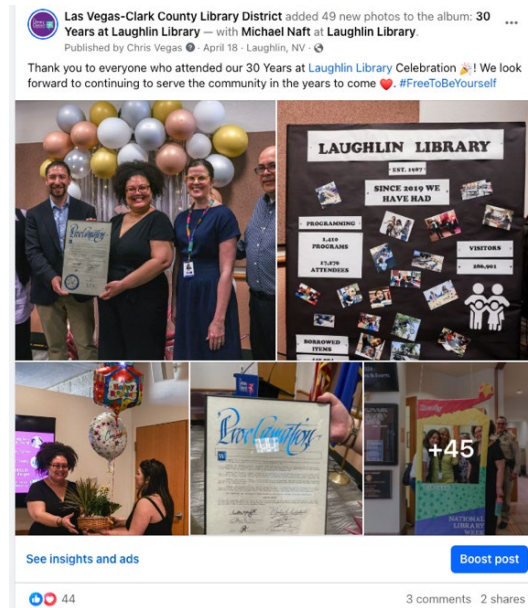




## Top Social Media Posts April 2024

### Facebook:

Our top Facebook post for the month was a photo album to share the 30<sup>th</sup> Anniversary celebration of Laughlin Library! This post generated **1,821 organic impressions, 302 user engagements**, including **3 comments & 2 shares**, which helps to increase the total reach.



### X (Formerly Twitter):

Our top-performing post on X was sharing highlights from Executive Director Kelvin Watson at the 2024 PLA Conference, with **529 organic impressions, 49 user engagements & 5 shares**.





**Instagram:**

Our most popular post on Instagram for March was a fun video to celebrate National Library Workers Day with Adult Services Librarian **Marco Veyna-Reyes** from Windmill Library. This post tied into a video trend, which generated **9,873 plays, 7,275 user accounts reached, 505 total user engagements, 25 shares of the post, and 11 new followers gained just from this post.** This post reached 77.5% of user accounts who don't currently follow the Library District, demonstrating the power of videos that promote branch programming, rather than traditional static images. Each month you will see more of this type of content!

**LinkedIn:**

Our top-performing post on LinkedIn was the City Of Las Vegas' proclamation for Executive Director **Kelvin Watson**, to celebrate the Library District being named "Library of the Future" by the American Library Association for the third year in a row. This post generated **3,948 organic impressions, 414 total user engagements, 13 comments**, plus **218 link clicks**.

## Las Vegas-Clark County Library District's Post



### Analytics for Web & Social Media: April 2024 + 30-Day Comparison + Year-Over-Year

#### Library District Facebook

	Fans	Impressions	Post Engagements	Link Clicks
<b>April 2024 Statistics</b>	17,136	194,209	5,234	179
<b>% Gain from March</b>	+1%	+30%	+31%	-15%
<b>% Gain from April 2023</b>	+8%	+71%	-11%	+9%
<b>% Gain from April 2022</b>	+24%	+56%	+16%	-36%

**Notes:** Our Facebook analytics were up except for a decrease in Total Link Clicks. We will get a boost 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
<b>Apr 2024 Statistics</b>	4,505	1,034	51,033	62
<b>% Gain from March</b>	+.5%	-8%	-16%	-16%
<b>% Gain from April 2023</b>	+3%	-45%	-46%	-62%
<b>% Gain from April 2022</b>	+12%	-96%	-87%	-88%

**Notes:** We held steady on increasing our Total Followers, but overall user growth and engagement continues 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 utilizing this social media platform. BAM continues to 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
<b>April 2024 Statistics</b>	8,078	5,453	136,886	4,513	207
<b>% Gain from March</b>	+2%	+43%	+31%	+45%	+58%
<b>% Gain from April 2023</b>	+27%	+94%	+56%	+100%	-24%
<b>% Gain from April 2022</b>	+55%	+167%	+89%	+154%	+38%

**Notes:** All our key analytics on this platform were up month-over-month. We also saw year-over-year gains except for Total Comments. BAM is prioritizing sharing more vertical format videos on social media as they drive more user engagement, especially on Instagram. 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
<b>April 2024 Statistics</b>	2,771	21,960	2,413	19	1,432
<b>% Gain from March</b>	+3%	+129%	+55%	+280%	+13%
<b>% Gain from April 2023</b>	+28%	+192%	+254%	-32%	+566%
<b>% Gain from April 2022</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** We increased all our key analytics month-over-month and saw 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
<b>April 2024 Statistics</b>	1,716	23,500	124.7 hrs	2 min 11 sec
<b>% Gain from March</b>	+1%	-3%	+11%	+15%
<b>% Gain from April 2023</b>	+23%	+21%	+55%	-16%
<b>% Gain from April 2022</b>	+48%	+26%	+45%	-64%

**Notes:** We increased our Channel Subscribers, Total Channel Watch Time and Average View Duration, but did have a small decline in Total Impressions month-over-month. 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
<b>April 2024 Statistics</b>	152,000	126,124	358,967	1.69	2 min 4sec
<b>% Gain from March</b>	-1%	-.2%	-2%	No change	-2%
<b>% Gain from April 2023</b>	N/A	N/A	N/A	N/A	N/A
<b>% Gain from April 2022</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** We saw small dips in Unique Visitors, Unique Homepage Views, and Average Engagement Time, which can be attributed to not having a larger promotion or giveaway with dedicated advertising campaigns to drive more traffic back to our website. In May, BAM will begin promoting the annual Summer Challenge reading and activities program which will drive more traffic to the website.

BAM will resume compiling year-over-year website analytics, starting with the August Board Report, to cross-reference with Google's switch to GA4 analytics. The previous Universal Analytics have been sunsetted and are no longer available.



## ITEM VI.A.2.a.

### MEMORANDUM

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

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

**DATE:** June 30, 2024

**SUBJECT:** Branding & Marketing Activity Report, July 2024

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

### Powerful Platforms

#### Summer Challenge 2024 Updates

In June, BAM continued to promote the Library District's biggest annual initiative, Summer Challenge, with priority placement on our website and dynamic social media posts, media outreach and inclusion in Library Highlights.

- Our [dedicated landing page](#) on the Library District website has been visited 101,435 times by 44,877 unique users. Over 7,000 customers have navigated to the page from its priority placement on the homepage.
- In addition to the updated promotional graphics and [video](#) created by the BAM team, we have also worked with branch staff and this year's programming partners to create vertical format videos to help promote their events and programs on social media.
- BAM worked with Youth Services Manager **Shana Harrington** to tap into a current social media trend and create a [unique, fun social video](#) to further promote Summer Challenge.

#### Promotional Campaign:

This year, in an effort to target non-cardholders in a cost-effective manner, we used our OrangeBoy vendor to create a direct-mail campaign pilot program. (Based on its performance, we will explore expanding it next year.) The Kids brochure went out in May, followed by reminder postcard mailings in June and July. These executions are in addition to promotion of Summer Challenge in our bi-monthly Library Highlights eNewsletter, social media campaigns, media outreach, advertising, and branch signage and collateral materials.



#### **OrangeBoy Direct Mail/Mobile Ads Activities:**

- **May 24:** Direct-mail distribution of the Summer Challenge Kids brochures mailed to 40,000 non-cardholders in low-income English and Spanish HHs in every City Ward and County Commission District in Clark County.
- **June 5:** First direct-mail postcard was sent with a Summer Challenge follow-up message to these same noncardholder HHs.
- **June 20:** Second direct-mail postcard was sent with a Summer Challenge follow-up message to these same noncardholder HHs.
- **May 30:** Dedicated email blasts went out to cardholders.
- **June 5 - July 17:** Social media mobile ads were launched, generating a guaranteed 500,000 impressions.

#### **Library Card Stats (As of June 24):**

- **To date, we have seen 7,000 first-time library card sign-ups overall**, an increase of 10% over the same period last year.
- **We also saw an activity spike of 2,664 library card sign-ups, which took place during** the mailing of the Kids' brochures and first postcard mailing, from May 24 - June 24.
- **We also saw an activity spike of 12,771 lapsed users reengage**, resulting from the 380,000+ eBlasts and the mobile ad campaign, which launched 6/5.

#### **Summer Challenge Stats (As of June 24):**

- **Within a week of the May 30 eBlast, OrangeBoy shows 19,712 library catalog activities** (both physical and digital items in circulation) were generated.
- **OrangeBoy also showed that Market Penetration to date has increased by 1% --** equaling more than 6,000 additional active HHs engaging with the program to generate this result.
- **From the initial opening of Beanstack.com** on April 23 through the close of this board report on June 24, we have seen an 83% increase in Summer Challenge registrations, and a 74% increase in completed activities, year over year.

### June Is LGBTQIA+ Pride Month

To help promote the Library District's free events, programs, services, online resources and collection to celebrate PRIDE Month in June, BAM prepared the following:

- Worked with Head of Collections & Development **Rebecca Colbert** to update the LGBTQIA+/Pride Month promotional graphics (featuring spotlighted movies, music, and books) for use in all marketing materials, including the website, social media platforms, branch signage, print ads, and flyers.
- Worked with **Rebecca Colbert**, Electronic Resources Manager **Suzanne Fayle**, Adult Services Manager **Carlito Sanchez**, and Gallery Services Manager **Darren Johnson** to create a new blog post to help promote the Library District's free events, programs, services, online resources, and curated staff picks from the collection. The blog was published on May 29 and can be [viewed on the website](#).
- Placed print ads.
- Continued promotional activity throughout the month with media outreach, website priority placement, social media posts, and inclusion in Library Highlights.

## Enjoy Pride Month 2024 at the Library District With Free Events & Streaming Content

by JB May 29, 2024



### 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 promotion. Entitled "Check Out Your Library," the goal is to reacquaint consumers with the joy of libraries and drive library card sign-ups. OverDrive's re-invented bookmobile will bring its Fiction and Film Tour to Las Vegas with three activations. The company is funding and executing this promotion with oversight from the Library District and BAM.

The Film and Fiction Tour truck will provide interactive experiences such as a personality quiz that matches visitors with a book or movie, plus Libby and Kanopy training modules, and more.

The truck will be parked at Sunrise Library on July 17 and Rainbow Library on July 18, with additional activities being planned in-branch to promote the truck.

On July 20, the truck will be parked at Area 15 in partnership with Meow Wolf. Inside Meow Wolf, OverDrive will feature an activation that includes an interview with author and narrator

Julia Whelan, plus a listening station, a photobooth, and other activities. Library District staff will be on hand for library card sign ups.

BAM is working with the OverDrive team on media outreach, a social media campaign, and paid media placements funded by OverDrive.

### **Library District 60<sup>th</sup> Anniversary Planning**

On Oct. 5, 1965, the Clark County Commission unanimously voted to create the Las Vegas-Clark County Library District. BAM has begun brainstorming a plan the Library District's 60th anniversary in 2025. Details to come!

### **Library District License Plate Promotion**

The long-awaited Library District license plate is targeted for release through the Nevada DMV in October. BAM has begun planning an announcement and promotional tie-ins.



## **Powerful Partnerships**

### **RTC Summer Heat Partnership**

The Library District partnered with the RTC for their Summer Heat Campaign, which includes holding 20 events from May 28 – September 3, at transit centers and busy transit stops, to provide resources and giveaways to customers by spinning their prize wheel.

The Library District donated 100 branded tote bags, 100 children's activity books, 500 Kids Summer Challenge brochures, and 500 Adult Summer Challenge brochures to be given away as prizes.

In return, the RTC will promote the Library District via a [press release](#) and media coverage, social media and website posts, a WiFi pop-up message on buses and transit centers, and inclusion in an RTC blog, which has 32,837 subscribers.

### **Library District Mobile App Preparation & Continued Communico Software Integration**

BAM continues to work with IT, Community Engagement, and Library Operations staff to conduct mobile app testing for Android devices. This feedback will be shared with Communico Senior Partnerships Director **Marcie Schneider** to implement our enhancement requests. Once the new app has been approved by our internal testing team, it will then be shared as a “soft launch” with the Library District staff for feedback, while BAM preps for the public launch, planned for Q4 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 in Communico Attend, which are posted on TheLibraryDistrict.org.

BAM is working on the following 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.
- Write and pitch a news release and conduct media outreach.

BAM will be responsible for managing the app and pairing it with TheLibraryDistrict.org, 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 this project.

## **Powerful People**

### **Media Coverage Highlights**

Additional media coverage in June included:

Las Vegas Weekly, [Las Vegas Comic Book Artist Theo Tso Expands His Indigenous Superhero Universe - Exhibit at the Spring Valley Library](#) (June 20)

Telemundo - [Job Fair at Sahara West Library](#) (June 17)

Fox 5 More, [Atomic Museum Host Photo Contest](#) (Displayed at Spring Valley Library) (June 13)

KVVU Fox 5, [Las Vegas-area Agencies Host Summer Climate Information Sessions](#) (June 11)

Vegas Inc., [People on the Move: Kelvin Watson Awarded Rose from Concrete Award](#)  
(June 10)

KLAS 8 News Now, [Extreme Heat Warning Extended Las Vegas-Clark County Library District Locations Are Available](#) (June 6)

KLAS 8 News Now, [Clark County Libraries Serving As Cooling Stations](#) (June 6)

### Awards & Recognition Programs

On behalf of the Library District, BAM prepares and submits nominations for library industry and community recognition programs to highlight the exceptional programs and services our staff provide to the community. Most recently, BAM prepared and submitted entries to the following contests:

- Library Journal Jerry Kline Community Impact Prize
- Library Journal Marketer of the Year
- Black Caucus of the American Library Association
- T-Mobile Unconventional Awards

### #WeAreTheLibraryDistrict - #FreeToBe Employee Spotlight on Social Media

BAM's digital team continues to spotlight the Library District's diverse and talented staff on social media with the #WeAreTheLibraryDistrict series.

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.](#)





### What About the "I" in LGBTQIA+?

The Library District prides itself on providing diverse programming during all Heritage Months. During PRIDE Month, in particular, the Library District is hosting a program developed by Adult Services Assistant **Kelli Carlson**, called "What About the 'I' in LGBTQIA+?" This program explores what it means to be intersex, explained from the perspective of a local parent of an intersex child. BAM worked closely with Kelli to create a vertical format video to promote her program and it was incredibly well-received on social media. On Instagram alone, it received **401 engagements (Likes, Comments, Shares and Saves)** and **over 7,000 views**, making it the best performing piece of content on that social media platform so far this month.



## Powerful Platforms

### BAM Advertising Campaigns

#### Print Ads:

Free To Be	Las Vegas Weekly	6-Jun	Full page	\$1,750.00
	Asian Journal	20-Jun	Half Page	\$800.00
	Black Image	June	Full Page	\$2,000.00
	RJ en Español	19-Jun	Half Page	\$600.00
	Desert Companion	June/July	Full Page	\$3,125.00
Summer Challenge	Desert Companion	June/July	Full Page	\$2,800.00
	Asian Journal	5-Jun, 13-Jun	Half Page	\$2,400.00
	RJ en Español	6-Jun, 12-Jun	Full Page	\$1,200.00
	Black Image	June	Full Page	\$2,000.00
	Las Vegas Weekly	6-Jun	Full page	\$3,000.00

### Summer Challenge 2024 Facebook Ad Campaign

BAM continues to run dedicated Facebook Ads to help promote Summer Challenge 2024 signups. Below are details of the June ad campaigns. These analytics will be included in BAM's August Board Report.

*Run Dates: June 3-30*

Total Budget: \$6,000

Facebook Ad Targeting:

- Current Fans of the Library District. (\$2,000)
- Non-followers of the Library District who reside in Las Vegas-Clark County zip codes. (\$4,000)

[Library Highlights eNewsletter- OrangeBoy Software Results](#) [LJ1]

BAM continues to see 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 June eNewsletter campaigns to date:

[June 6 Issue](#): Celebrate Pride Month + Jumpstart Juneteenth + How to be Free To Be

**Topics:** The Library District's free events, programs, online resources and staff picks to celebrate Pride Month; Upcoming Juneteenth events and programs; the latest Literally blog written by **Head of Collections and Development Rebecca Colbert**; Summer Challenge details; Juneteenth Closure details; Library District branches serving as official Clark County

Cooling Stations; Upcoming must-see events selected by PVS & YS; and information about the City of Las Vegas Department of Neighborhood Services event at Sahara West Library.

- 139,520 unique opens with a 37.4% percent open rate
- 2,403 unique clicks generated
- Sent to 373,211 unique emails
- 421 unsubscribes

Following the June 6 eNewsletter, 8,295 cardholders used OverDrive within 7 days of opening the message; 2,981 circulated a physical item; and 1,467 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 1,260 Occasionals (users who have not used the library in 3-12 months), and 596 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 178 Bright Future users (Teen cardholders).

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

- The June Branch Library Highlights eNewsletters are still being prepped at the time of compiling the July Board Report. These analytics will be included in BAM's August Board Report.

#### **Additional Highlights**

- New cardholder signups increased to 27,781 in June, which is a +28% increase month-over-month.
- Overall active library cardholders increased by almost 50,000 more users in June so far to 320,942, which is an increase of +19% month-over-month.
- Children's material check outs increased to 30,573 so far in June, which is a +16% increase month-over-month.

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

##### **Brief Overview of the Campaign's Benefits:**

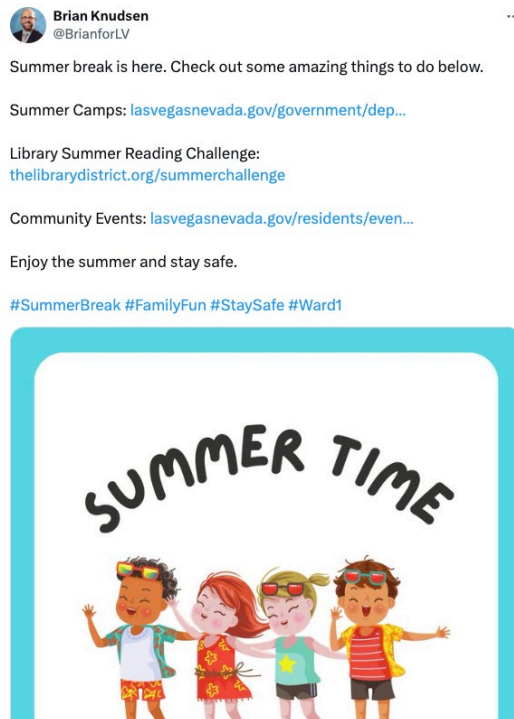
- Google AdWords is Google's online advertising platform, in which advertisers bid on popular keywords & search phrases for their clickable text-based ads to appear in Google's search results.
- The Foundation and the Library District have received a grant from Google for approximately \$10,000 per month 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.

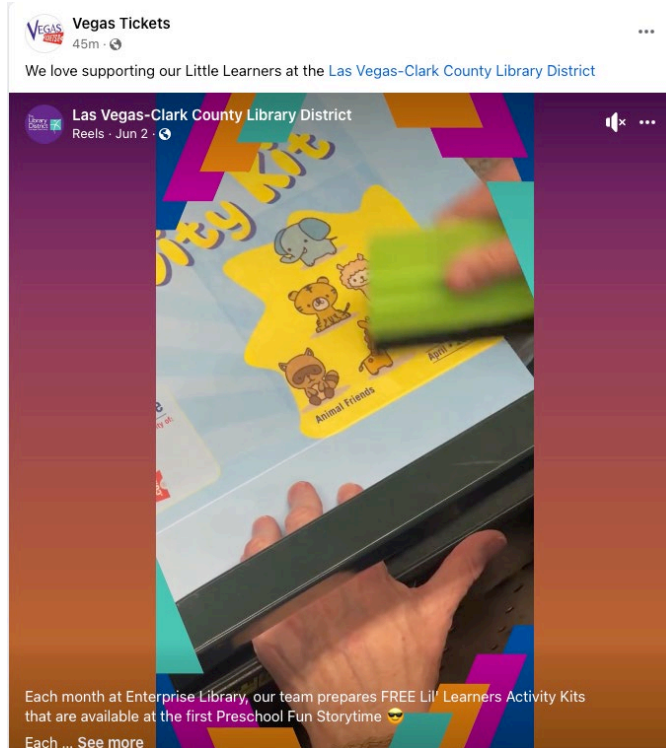
- These monthly Google Grant campaigns help to increase our overall Google SEO and drive more qualified traffic to our website.

### 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 (May 2024):
- Our ads generated **4,780 clicks** and **14,856 impressions**, resulting in a **CTR (Click Through Rate) of 32.18 which an increase of +1% month-over-month**. 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 & intriguing enough for users to click on our ads.
- The Library District's Google search impression percentage remained strong in May at **89.63%**.
- 103 people submitted an application for an Instant eCard by clicking on an ad.
- 55 people made calls to the library after seeing a Google Grant ad.
- Google Grant ads to help promote the 2024 Indie Author Project received an 18.33% CTR throughout May.
- The number of people looking for their local library branch remained strong, with ads to help people "Find a Location" generating 3,013 clicks.
- The keyword search of Google for "Resources at the Library" was a top keyword search for May, generating 584 impressions and 152 clicks for an individual CTR of 26.03%.

### Social Media Highlights









**KSNV News 3 Las Vegas**  
@News3LV

You could win tickets to the NBA Summer League, Vegas Golden Knights gear and more, all by reading over this summer.

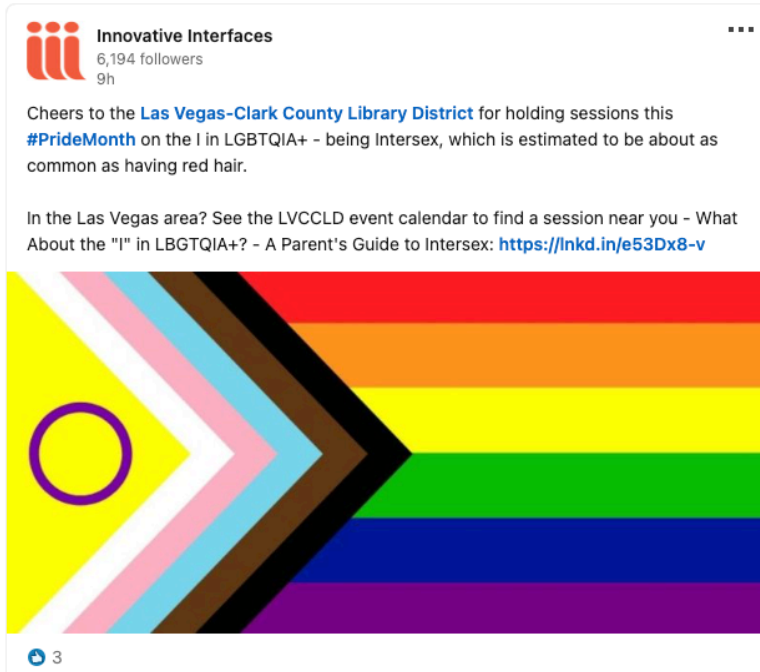


Win Summer League tix, Golden Knights gear with 2024 Library District Summer Challe...

From news3lv.com

11:48 AM · Jun 3, 2024 · 473 Views

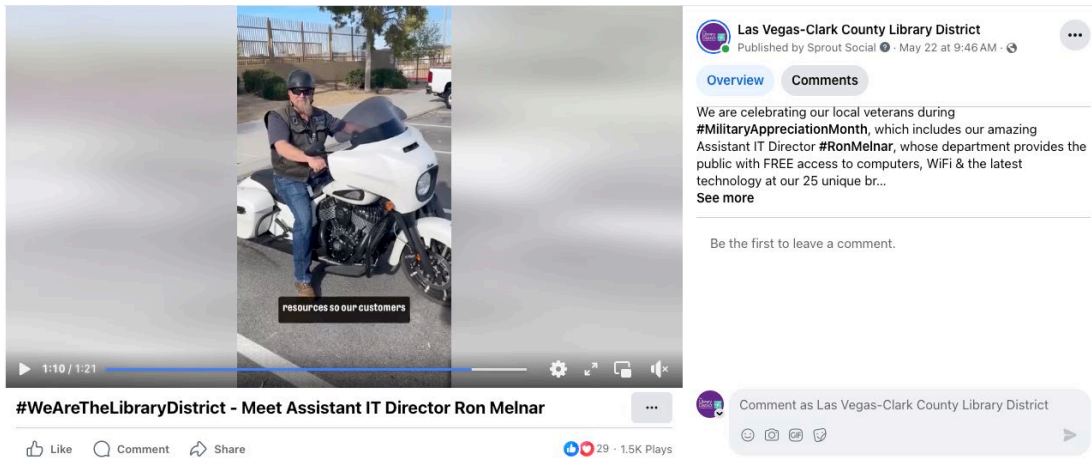




## Top Social Media Posts May 2024

### Facebook:

Our top Facebook post was sharing a new **#WeAreTheLibraryDistrict** video with **Acting IT Director Ron Melnar** to celebrate Military Appreciation Month. This post generated **1,500 video plays, 742 organic impressions, 284 user engagements**, including **29 comments & 9 shares**, which helps to increase the total reach of the post.



### X (Formerly Twitter):

Our top-performing post on X was a vertical format video promoting the availability of the Library District's free Health Kits, which featured **Windmill Library Branch Manager Theron Nissen**. This post generated **122 organic impressions, 20 user engagements & 17 link clicks**.





**Instagram:**

Our most popular post on Instagram for May was sharing a vertical format video to help promote participation in our Summer Challenge which featured **Youth Services Manager Shana Harrington**. The video plays off a recent popular trending video concept on social media. This post generated **2,420 plays, 1,290 user accounts reached, 135 total Reels interactions, 9 comments & 7 shares of the post**. This Instagram Reel also reached 14% of user accounts who don't currently follow the Library District. This demonstrates the power of posting fun vertical format videos to promote Library District programming on this social media platform, rather than traditional static images. BAM continues to emphasize sharing this type of content on the Library District's social media channels!

**LinkedIn:**

Our top post on LinkedIn was sharing that Executive Director Kelvin Watson was honored by The National Fellowship for Black and Latino Male Educators with their inaugural Rose From Concrete Award. This post generated **1,066 organic impressions, 188 total user engagements**, plus **122 link clicks**.



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

#### **Library District Facebook**

	Fans	Impressions	Post Engagements	Link Clicks
<b>May 2024 Statistics</b>	17,424	918,081	12,436	4,860
<b>% Gain from April</b>	+2%	+372%	+138%	+2,615%
<b>% Gain from May 2023</b>	+9%	+9%	-87%	-66%
<b>% Gain from May 2022</b>	+24%	+71%	-60%	-25%

**Notes:** With the start of our Summer Challenge Facebook ad campaign, we increased all of our key analytics on this platform month-over-month. While Facebook remains the largest social media platform, getting more organic engagement continues to be a challenge, but sharing more branch-submitted content and vertical format 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)**

	<b>Followers</b>	<b>User Engagements</b>	<b>Organic Impressions</b>	<b>Link Clicks</b>
<b>May 2024 Statistics</b>	4,507	878	55,379	97
<b>% Gain from April</b>	No change	-15%	+9%	+57%
<b>% Gain from May 2023</b>	+3%	-65%	-47%	-48%
<b>% Gain from May 2022</b>	+11%	-69%	-52%	-52%

**Notes:** We had no change in new Follower growth month-over-month, and user engagement continues to trend down as this social media platform, which is struggling to attract new users and retain its current users. There are still considerable local government and organizations, along with local and national media who are utilizing this social media platform. BAM continues to 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**

	<b>Followers</b>	<b>User Engagement</b>	<b>Impressions</b>	<b>Total Likes</b>	<b>Total Comments</b>
<b>May 2024 Statistics</b>	8,299	3,640	175,430	2,986	131
<b>% Gain from April</b>	+3%	-33%	+28%	-34%	-26%
<b>% Gain from May 2023</b>	+28%	-12%	+15%	-13%	-46%
<b>% Gain from May 2022</b>	+55%	+53%	+112%	+47%	-17%

**Notes:** We were up in Total Followers and Impressions, but were down in User Engagement, Total Likes and Total Comments. BAM continues to emphasize sharing more vertical format video content on this platform, where it performs the best. 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 continues to offer 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
<b>May 2024 Statistics</b>	2,851	13,195	1,088	11	606
<b>% Gain from April</b>	+3%	-40%	-55%	-42%	-58%
<b>% Gain from May 2023</b>	+30%	+41%	-1%	-74%	+60%
<b>% Gain from May 2022</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** We continue to steadily increase our New Followers but were down in our other key LinkedIn analytics month-over-month. We did post year-over-year gains in New Followers, Impressions, 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**

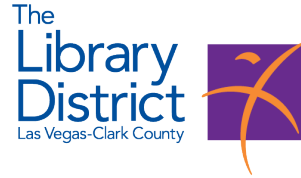
	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
<b>May 2024 Statistics</b>	1,753	30,700	334.9 hrs	1 min 34 sec
<b>% Gain from April</b>	+2%	+31%	+169%	-28%
<b>% Gain from May 2023</b>	+25%	+46%	+276%	-24%
<b>% Gain from May 2022</b>	+49%	+52%	+415%	+19%

**Notes:** We increased our Channel Subscribers, Total Impressions, and Total Channel Watch Time month-over-month, and year-over-year. We did have a small decline in Average View Duration. BAM continues to set up YouTube livestreams for the monthly Board of Trustee meetings, but staff-submitted virtual programming has slowed. BAM has been working to add more YouTube Shorts content, such as the #WeAreTheLibraryDistrict videos. 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
<b>May 2024 Statistics</b>	172,000	132,295	378,797	1.62	1 min 57 sec
<b>% Gain from April</b>	+13%	+5%	+6%	-4%	-6%
<b>% Gain from May 2023</b>	N/A	N/A	N/A	N/A	N/A
<b>% Gain from May 2022</b>	N/A	N/A	N/A	N/A	N/A

**Notes:** With the start of our Summer Challenge promotion and advertising campaigns, we saw increases in Unique Visitors, Unique Homepage Views, and Engaged Sessions. As part of the dedicated advertising campaign, BAM is directing qualified traffic to [TheLibraryDistrict.org/SummerChallenge](https://TheLibraryDistrict.org/SummerChallenge). Due to being sent directly to this landing page, we saw small dips in Engaged Sessions Per User and Average Engagement Time as the increase in web traffic are finding what they are looking for on the website directly. BAM will resume compiling year-over-year website analytics starting with the August Board Report to cross-reference with Google's switch to GA4 analytics as the previous Universal Analytics have been sunset and are no longer available.

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

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

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

**DATE:** May 31, 2024

**SUBJECT:** Community Engagement Activity Report, June 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 **April 1, 2024 – April 30, 2024**.

In response to a question at the Library District Board of Trustees meeting on May 23, 2024, the approved FY2025 budget supported an allocation transfer to the Community Engagement capital projects fund. Funds will be used to support venue improvements including replacing theatrical soft goods, piano replacement, microphones for instruments and performing vocal artists, art purchasing program, replacement of a light board, moving lights, color changing side lighting, and rigging inspections and repairs.

**POWERFUL PEOPLE**

- Met with producing agents and Independent Presenters Network to discuss how a national consortium of presenters can help better support new performing arts works with financial and in-kind contributions.
- Met with Ray Chang and Clark Lehman from Humana, and the library Development division, to discuss a health programming partnership and financial contribution to the Library District.
- Met with Gallagher to discuss a Districtwide staffing analysis and Community Engagement assessment.
- Represented the Library District among other arts and humanities leaders at the National Endowment for the Humanities Partner & Stakeholder meeting.
- Hosted Congresswoman Susie Lee's District 3 Address & Economic Resource Fair at the Windmill Library.
- Hosted Congresswoman Susie Lee for a workforce development check presentation at the Sahara West Library EmployNV Business Hub.
- Literacy Services Manager Gail Sorensen was asked to serve as a 2024-2025 Board member for the Mountain Plains Adult Education Association (MPAEA).
- Presented artist Amanda Kettler at First Friday while conducting outreach to attendees.
- Collaborated with Erika Nematian of UNR Extension, Department of Health & Nutrition, to bring healthy eating and meal planning program resources to the Library District.

- Developed Family Engagement classes with Marissa Shoop for multiple Nevada Hand locations.
- Hosted a meeting with the San Francisco Federal Reserve President Mary Daly.
- Hosted Audrey King Lewis to lecture in conjunction with her West Las Vegas Library photo and sculpture exhibit titled *Dogon of Mali-West Africa*.
- Participated in a community forum exploring ways for artists to promote wider public involvement in the upcoming U.S. election.
- Worked with Corey Fagan of the First Friday Foundation Las Vegas to organize a student art, pop-up exhibit for Metal Health Awareness Month.
- The Youth Services Maker March/STEAM team committee executed programming to support April STEAM month. They will develop additional programming throughout the year and focus on developing one large community program to showcase each month.

### POWERFUL PLACES

- Conducted Greater Clark County library branch visits to Moapa Town, Moapa Valley, Bunkerville, and Mesquite libraries.
- Supported the *Get Carded for Health* program at West Las Vegas Library which focused on social detriments of health.
- Supported Sunrise Library with their signature program *Get Outdoors Nevada*.
- Promoted library services at East Las Vegas Library during the Children's Cabinet family event *Keeping Children Safe and Families Together*.
- Libraries participated in *Take Your Child to Work Day*. Children of library staff at Windmill Service Center helped assemble My First Library kits. Another 250 units were prepared and delivered to Sunrise Children's Hospital for customer distribution.
- East Las Vegas Library hosted its first annual Art and Music Festival.
- West Las Vegas Library celebrated its 50-year Anniversary with a 1970's themed concert and party.
- Attended the *Chalk It Down 18b Arts District Chalk Festival*.
- Attended art receptions at the Gather House, Barrick Museum, Donna Beam Gallery, ASAP, CouperRuss Studio, and Left of Center Gallery.
- Engaged Whitney Library to discuss needed social services and potential partners that could help meet those needs.
- Visited staff at East Las Vegas, Spring Valley, and Laughlin libraries to support adult programming needs.

### POWERFUL PARTNERSHIPS

- Attended the Green Valley Rotary Club as a keynote speaker to promote library services.
- Met with The International School of Hospitality (TISOH) to review required Integrated Education and Training (IET) services.
- Engaged with Vegas Golden Knights fans at T-Mobile Arena and signed up nearly 400 customers with library cards over four nights.
- Connected literacy services to gardening and food insecurity at the Obodo Community Garden during their *OMG! Our Mother's Garden Book Festival*.
- Conducted library outreach visits at the following partner programs:
  - Dairy Council of Nevada's Educator Enrichment led by Discovery Children's Museum.
  - Clark County Children's Fair.
  - Touch-a-Truck event in downtown Summerlin.
  - Living Well Senior Expo at Suncoast Casino.



- Alpha Kappa Alpha Sorority Mental Health Fair at Pearson Community Center.
- Arts and Culture Nights at Legacy Traditional School, Ries Elementary School, and Conners Elementary School
- Made arrangements to expand our partnership with Pet Partner of Las Vegas/Love Dog Adventures to Centennial Hills, Enterprise, Rainbow, Moapa Valley, and Windmill libraries.
- Hosted the EmployNV Career Expo.
- Conducted AARP Free Tax Assistance services between February 1 and April 15. A total of 5,552 customers participated. Staff met with AARP to plan for the 2025 tax season.
- Coordinated presentations and refresher trainings for library staff to reintroduce youth resources provided by The Harbor, Juvenile Assessment Center, and Nevada Partnership for Homeless Youth.

### POWERFUL PLATFORMS

- Addressed employee relations issues with Human Resources.
- Revised job descriptions and reporting structures for department reorganizations.
- Developed proposed language for a new Venue Use Policy.
- Participated in administrative teambuilding exercises.
- Collaborated with the Development and Financial Services divisions to submit a Continued Funding Request submission to the State of Nevada for Title II Adult Literacy funds. The Adult Learning Program received the largest WIOA Basic Instruction and WIOA State allocations in Nevada totaling \$1,524,897.08.
- Conducted administrative review of library branch statistics submissions.
- Crafted language for Prize and Giveaway Standards for Library District employees.
- Began module design with Monday.com to streamline partnership processes.
- Piloted a STEAM Mobile Story Walk with the Collaboration Center to bring literacy and the joy of being outdoors to their Family Resource Fair. Conversated with Chronicle Books to develop a Story Walk using the *Over and Under* book series.
- Attended Monday.com training and workshops. Worked with Xtivia to create and set up Monday.com forms and project management boards.
- Developed an inaugural Teen Summit for library staff to focus on program planning, teen behavior, and lifelong learning for customers ages 12-18.
- Planned and implemented *Summer Challenge 2024* staff rollouts, kickoffs, and featured programs.

## HIGHLIGHTED EVENTS

*STEAM Month Tech Demo*  
Channel 13, Windmill Library



*Bring Your Child to Work Day*  
Clark County



*Touch-a-Truck*  
Outreach Event – Downtown Summerlin



*Little Bits STEAM Circuits*  
Outreach Event – CCSD Safekey Visits



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*No Limits; Magic Beyond Possibility*  
West Charleston



*OMG! Our Mother's Garden Book Festival*  
Outreach Event – Obodo Community Garden



*Leslie Mendelson in Concert*  
West Charleston



*Keeping Children Safe and Families Together*  
East Las Vegas





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*First Friday*  
Outreach Event – First Friday



*Now I Get It*  
Whitney



*50<sup>th</sup> Anniversary Celebration*  
West Las Vegas



*Community Art Project*  
Clark County



*The Neon Desert String Band*  
Centennial Hills



*The Outside in Trio*  
Sunrise



Community Engagement Report  
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*Art and Music Festival*  
East Las Vegas



*Displaced and Disregarded*  
Windmill



*Dogon of Mali-West Africa*  
West Las Vegas



*Looking Through a Black Frame*  
Centennial Hills



*EmployNV Career Day*  
Sahara West



*Brenton Thunder*  
Whitney





*Illuminarium Storytime*  
Outreach Event - Area 15



*Omega Mart Storytime*  
Outreach Event - Area 15



*Bring Your Child to Work Day*  
Windmill Service Center



*Toddler Time*  
Outreach Event – Discovery Children's Museum



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Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	738	17	2,303	4	65	12	34	8	339	20	902	0	0	40	1,275
BUNKERVILLE	181	23	937	1	70	3	4	176	533	8	75	0	0	187	612
CENTENNIAL HILLS	31,724	2	28,605	710	2,261	24	257	61	2,422	42	2,670	23	347	150	5,696
CLARK COUNTY	12,177	9	30,380	801	4,782	34	2,280	129	1,795	39	1,277	43	3,452	245	8,804
EAST LAS VEGAS	10,383	12	26,582	1,517	4,321	60	1,749	64	803	58	1,408	11	505	193	4,465
ENTERPRISE	13,936	6	18,599	330	2,343	13	77	58	1,159	45	1,471	13	283	129	2,990
GOODSPRINGS	127	25	886	1	23	1	7	0	0	3	69	0	0	4	76
INDIAN SPRINGS	533	19	2,619	5	81	11	330	4	20	22	265	0	0	37	615
LAUGHLIN	3,757	14	4,739	52	747	23	481	11	120	0	0	3	13	37	614
MEADOWS	622	18	2,300	45	238	19	54	9	55	27	669	0	0	55	778
MESQUITE	5,671	13	9,421	105	1,030	49	392	51	1,192	26	925	2	31	128	2,540
MOAPA TOWN	249	22	1,194	4	38	2	6	6	46	27	199	0	0	35	251
MOAPA VALLEY	2,281	16	2,854	13	227	7	37	15	186	4	260	0	0	26	483
MOUNT CHARLESTON	159	24	1,321	1	18	4	15	4	22	27	183	0	0	35	220
RAINBOW	18,367	4	22,064	343	2,654	26	332	48	1,191	52	2,811	20	646	146	4,980
SAHARA WEST	31,931	1	32,270	475	2,944	21	1,690	33	1,352	5	110	41	700	100	3,852
SANDY VALLEY	417	20	1,242	1	49	5	14	6	51	2	98	0	0	13	163
SEARCHLIGHT	297	21	977	8	18	1	9	0	0	21	124	0	0	22	133
SPRING VALLEY	12,333	8	21,631	288	3,634	15	145	74	1,014	63	2,162	11	101	163	3,422
SUMMERLIN	17,807	5	21,996	244	1,264	22	399	17	720	11	497	25	3,532	75	5,148
SUNRISE	11,973	10	18,607	1,075	2,457	16	122	0	0	12	909	0	0	28	1,031
WEST CHARLESTON	11,551	11	21,572	252	2,433	46	1,135	41	603	70	1,704	11	869	168	4,311
WEST LAS VEGAS	3,337	15	20,663	534	3,384	32	414	65	674	65	2,405	10	200	172	3,693
WHITNEY	13,051	7	19,498	359	3,205	17	637	63	1,130	31	1,392	4	221	115	3,380
WINDMILL	29,119	3	36,270	601	2,941	16	754	32	1,131	28	1,477	32	1,168	108	4,530
WINDMILL SERVICE CENTER	697,530		0	3,270	113,152	282	4,294	25	557	25	4,072	0	0	332	8,923
2024 MONTHLY TOTAL	930,251		349,530	11,039	154,379	761	15,668	1,000	17,115	733	28,134	249	12,068	2,743	72,985
FY 23-24 YTD TOTAL	9,346,541		3,191,476	98,885	1,264,467	10,945	144,939	9,839	173,217	8,306	267,139	2,158	85,302	31,248	670,597

ANNUAL MONTHLY COMPARISON														
2023 MONTHLY TOTAL	865,621	330,464	7,067	90,333	1,153	12,058	1,090	18,241	761	25,547	260	12,327	3,264	68,173
% CHANGE	7%	6%	56%	71%	-34%	30%	-8%	-6%	-4%	10%	-4%	-2%	-16%	7%

ANNUAL YTD COMPARISON														
FY 22-23 YTD TOTAL	8,927,983	3,337,366	84,563	896,252	10,585	138,076	9,168	175,056	6,814	226,653	2,276	86,730	28,843	626,515
% CHANGE	5%	-4%	17%	41%	3%	5%	7%	-1%	22%	18%	-5%	-2%	8%	7%

ANNUAL MONTHLY COMPARISON													
2022 MONTHLY TOTAL	832,889	275,821	5,460	89,650		2,514	59,013						
% CHANGE	12%	27%	102%	72%		9%	24%						
2021 MONTHLY TOTAL	695,468	254,506	3,885	82,889		1,534	22,361						
% CHANGE	34%	37%	184%	86%		79%	226%						
2020 MONTHLY TOTAL	0	0	6,685	51,424		0	0						
% CHANGE	#DIV/0!	#DIV/0!	65%	200%		#DIV/0!	#DIV/0!						

ANNUAL YTD COMPARISON													
FY 21-22 YTD TOTAL	7,787,797	2,848,163	55,168	871,238		21,793	480,764						
% CHANGE	20%	12%	79%	45%		43%	39%						
FY 20-21 YTD TOTAL	7,260,997	2,606,239	44,669	832,687		11,732	193,257						
% CHANGE	29%	22%	121%	52%		166%	247%						
FY 19-20 YTD TOTAL	8,543,548	4,096,687	72,668	1,290,451		18,349	501,857						
% CHANGE	9%	-22%	36%	-2%		70%	34%						

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

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

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

**DATE:** June 30, 2024

**SUBJECT:** Community Engagement Activity Report, July 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 **May 1, 2024 – May 31, 2024**.

**POWERFUL PEOPLE**

- Developed programming with Mandy Royal to bring the STEAM Truck to National Public Lands Day at Sloan Canyon.
- Collaborated with Rosa Prasser to offer STEAM programming for the Southern Nevada Conservatory, Go Mount Charleston event.
- Met with Stephanie Portillo of Fuerza De Familia to bring Spanish Language Family Engagement and Early Education classes to library branches.
- Met with Kimberly Helwig to determine how the Library District can support Wynn University.
- Engaged George Yanez to share Health Plan of Nevada resources with library customers.
- Introduced Governor Joe Lombardo, Nevada Department of Business & Industry Deputy Director Marcel Schaerer, and others at the 3<sup>rd</sup> annual Small Business Resource Fair at Sahara West Library.
- Hosted two student volunteers from Bishop Gorman to assemble My First Library kits.
- Attended Chris Bauder's exhibit reception at Available Space Art Projects.
- Programming Specialist Julie Okabayashi was spotlighted on social media as part of the Library District Asian American and Pacific Islander Heritage Month celebration.
- Library District partner Jennifer Caballero was proposed to on stage during a Taiko Drum performance.

**POWERFUL PLACES**

- Supported Centennial Hills Library signature program *Veteran's Fair* and Spring Valley Library's community partner *Resource Fair*.
- Presented Dr. Jessica Louie and Sandy Abrams at West Charleston Library, and Sarah Penner at Sahara West Library as Summer Challenge programs.
- Centennial Hills and Moapa Valley hosted animal therapy services provided by Pet Partners of Las Vegas.

- Collaborated with Youth Services Administration and Library Operations to install the Space Science Institute's *Moon, Mars, and Beyond!* traveling exhibit at Sahara West, Windmill, and East Las Vegas libraries.
- Worked with a local rigging vendor to inspect the Clark County Library main theater.
- Purchased and received new laser projectors that will be installed in venues this summer.
- Met with vendors to improve the AV control systems at the Windmill Services Center, Windmill Library, and Centennial Hills Library.
- Sahara West Library hosted its annual Star Wars Day signature event on May 4.
- Installed new speakers in the West Charleston Library lecture hall.
- All 25 library branches hosted a *Summer Challenge 2024 Kickoff* program.

### POWERFUL PARTNERSHIPS

- Provided STEAM craft programs at Gramercy Park Senior Complex.
- Loaned CCSD diverse and inclusive library books to support readings at the Subaru of Las Vegas literacy event.
- Presented on library resources and community engagement partnerships to the American Association of University Women.
- Attended community events to provide resources and information about library offerings:
  - Science and Tech Expo
  - Desert Research Institute May the Science be with You Fair
  - Caribbean Heritage Festival
  - Symphony Park Arts Festival
  - Summer Safe Night CCSD
  - JA Inspire Achievement Fair
- Designated TISOH (The International School of Hospitality) as an official Adult Learning Program partner for IET (Integrated Education and Training).
- Hosted the Nevada Department of Corrections to conduct an officer graduation ceremony at Windmill Library.
- Discussed partnership opportunity with Enchanted Christmas, a local season attraction, who expressed interest of supporting *Summer Challenge 2025* and other Library District programs.
- An additional 250 My First Library kits were delivered to Sunrise Hospital for distribution. To increase data collection, the Library District added an incentive of mailing a library tote bag to a customer's address after they complete an online survey.
- The Collaboration Center provided additional *Milestone Moments* books for inclusion in each My First Library kit.
- Partnered with Del Sol Academy and First Friday Foundation Las Vegas to exhibit student artwork focused on Mental Health Awareness Month in the Sahara West Library Grotto.
- Met with the Asylum Theater Company to plan Clark County Library's *Banned Book Week* program in September.
- Met with Derrick Davis to plan programs for this year's Native American Heritage Month programs.
- Partnered with the Election Department to host early voting sites for the primary election. Libraries will also be polling places for the general election.
- Met with Cultivate, a college readiness company, to discuss contracting and piloting services at East Las Vegas, Whitney, and Sahara West libraries.

**POWERFUL PLATFORMS**

- Developed a children's coloring and activities book with Library Operations and Branding & Marketing to promote library services at outreach events.
- Adult Learning Program staff attended the Mountain Plains Adult Education Association Conference in Vail, CO.
- Adult Learning Program staff attended Internationally Trained Professionals to develop instruction services for degreed customers.
- Revised job descriptions for Production Technicians and programming staff in the Programming and Venues Services department. Proposed those revised job descriptions to staff for feedback as part of a department re-organization.
- Addressed employee relations issues with Human Resources.
- Reviewed programming statistic staff submissions as a quality assurance measure.
- Promoted Library District services during an interview on Spanish radio interview with Latino Media Network.
- Revised the Community Engagement New Leader Onboarding presentation.
- Developed and refined the Venue Use Policy for board consideration.
- Continued development of Monday.com forms and project management boards with Xtivia.
- Attended Mental Health for Managers training.
- Created the Community Engagement Playbook 2026 Half-time Presentation slide deck.
- Collaborated with Branding and Marketing to create a video highlighting the Library District's art galleries for the Las Vegas Weekly's Best of Vegas award announcements.
- Attended the Workforce Connections quarterly Disconnected Youth meeting. A platform was presented that would allow community agencies to share information about upcoming events.
- Summer Challenge stats:

	<b>May 2024 Adult</b>	<b>May 2024 Youth</b>	<b>May 2024 Total</b>	<b>May 2023 Adult</b>	<b>May 2023 Youth</b>	<b>May 2023 Total</b>	<b>Percent Change +/-</b>
Completions	48	62	<b>110</b>	26	25	<b>51</b>	+116%
Registrations	3,957	6,503	<b>10,460</b>	1,428	3,408	<b>4,836</b>	+116%
Completed Activities	17,498	10,229	<b>27,727</b>	17,761	8,938	<b>16,699</b>	+66%
Minutes Read	--	927,534	<b>927,534</b>	--	715,684	<b>715,684</b>	+30%
Super Reader Completions	--	54	<b>54</b>	--	34	<b>34</b>	+59%
Super Reader Registrations	--	4,785	<b>4,785</b>	--	2,752	<b>2,752</b>	+74%

For comparison purposes, *Summer Challenge 2023* registrations for the entire program were 9,867. The number of *Summer Challenge 2024* registrations eclipsed that statistic in the first month.



## HIGHLIGHTED EVENTS

*Senior STEAM Crafts – Crochet Class  
Outreach – Gramercy Park*



*Women + Money Business Resource Summit  
Outreach – M Casino*



*Science & Tech Expo  
Outreach – World Market Center*



*STEAM Workshop  
Outreach – Desert Breeze CC*



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*CCSD Book Bus*  
Outreach – Subaru of Las Vegas



*Mountain Plains Adult Education Conference*  
Vail, CO



*Spring Into Hope*  
Outreach – The Collaboration Center



*Resource Fair*  
Spring Valley





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*Veteran's Fair*  
Centennial Hills



*Moon, Mars, and Beyond!*  
Sahara West



*London Séance Society*  
Sahara West

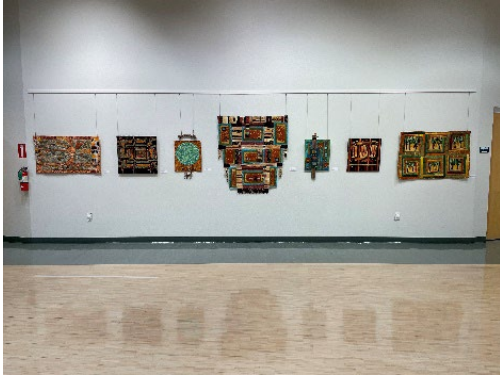


*Pet Partners of Las Vegas, Cinnamon*  
Moapa Valley



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*Desert Designers*  
West Charleston



*Del Sol Academy*  
Sahara West



*String Theories*  
Sahara West



*Heartbeat of Japan*  
Clark County



*Coco Jenkins*  
Windmill



*Spring Mariachi Extravaganza*  
Clark County





Community Engagement Report  
Page 8

*Star Wars Day*  
Sahara West



*Folias Duo*  
Mt. Charleston



*UNLV Jazz Vocal Ensembles*  
Clark County



*Billy Goats Gruff*  
Whitney



*Summer Challenge Kickoff*  
East Las Vegas



*Small Business Resource Fair*  
Sahara West





*Summer Challenge 2024 Kickoff*  
West Charleston



*Jessica Fichot*  
Clark County



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

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	599	18	2,469	5	54	13	97	9	376	19	744	0	0	41	1,217
BUNKERVILLE	252	22	863	1	83	0	0	168	491	9	64	0	0	177	555
CENTENNIAL HILLS	33,004	2	27,636	564	2,300	16	112	25	1,012	41	1,459	20	446	102	3,029
CLARK COUNTY	12,197	9	29,192	525	4,833	41	2,846	137	2,067	41	1,144	31	2,097	250	8,154
EAST LAS VEGAS	9,579	12	25,285	390	4,233	69	2,111	37	383	43	571	9	386	158	3,451
ENTERPRISE	12,912	7	15,741	302	1,815	11	187	37	401	42	1,265	21	474	111	2,327
GOODSPRINGS	214	24	406	0	33	2	15	4	31	4	19	0	0	10	65
INDIAN SPRINGS	585	19	2,831	3	88	11	79	6	51	27	541	0	0	44	671
LAUGHLIN	3,448	14	3,812	60	627	13	115	16	182	1	100	2	23	32	420
MEADOWS	819	17	2,505	25	248	18	85	5	22	44	684	0	0	67	791
MESQUITE	5,574	13	8,720	118	1,060	47	369	85	625	25	535	3	26	160	1,555
MOAPA TOWN	250	23	1,178	0	33	2	7	7	65	22	80	0	0	31	152
MOAPA VALLEY	2,644	16	2,878	33	255	2	13	20	386	6	157	0	0	28	556
MOUNT CHARLESTON	342	21	1,348	2	20	8	72	5	72	17	197	1	9	31	350
RAINBOW	19,046	4	20,029	413	2,337	14	116	19	215	44	2,325	20	636	97	3,292
SAHARA WEST	34,217	1	32,400	528	2,708	16	1,063	47	4,042	16	884	19	641	98	6,630
SANDY VALLEY	372	20	1,320	3	38	3	4	7	74	3	10	0	0	13	88
SEARCHLIGHT	175	25	882	4	17	3	17	5	24	18	25	0	0	26	66
SPRING VALLEY	11,900	11	19,900	331	3,377	17	89	39	1,215	41	2,666	4	22	101	3,992
SUMMERLIN	17,638	5	24,422	287	1,331	22	288	0	0	12	573	24	5,990	58	6,851
SUNRISE	12,588	8	16,808	274	2,327	21	281	15	995	42	1,064	0	0	78	2,340
WEST CHARLESTON	12,122	10	21,302	269	2,415	38	868	7	130	80	871	20	1,069	145	2,938
WEST LAS VEGAS	3,188	15	20,898	199	3,157	20	599	58	417	24	1,552	13	525	115	3,093
WHITNEY	13,044	6	18,714	362	3,124	42	799	63	826	29	1,140	5	613	139	3,378
WINDMILL	30,514	3	25,245	627	2,713	16	517	5	87	17	965	21	1,544	59	3,113
WINDMILL SERVICE CENTER	712,782		0	3,068	59,502	499	6,677	44	1,520	11	6,319	0	0	554	14,516
<b>2024 MONTHLY TOTAL</b>	<b>950,005</b>		<b>326,784</b>	<b>8,393</b>	<b>98,728</b>	<b>964</b>	<b>17,426</b>	<b>870</b>	<b>15,709</b>	<b>678</b>	<b>25,954</b>	<b>213</b>	<b>14,501</b>	<b>2,725</b>	<b>73,590</b>
<b>FY 23-24 YTD TOTAL</b>	<b>10,296,546</b>		<b>3,518,260</b>	<b>107,278</b>	<b>1,022,764</b>	<b>11,939</b>	<b>162,714</b>	<b>10,754</b>	<b>190,047</b>	<b>9,042</b>	<b>295,643</b>	<b>2,371</b>	<b>99,803</b>	<b>34,106</b>	<b>748,207</b>

ANNUAL MONTHLY COMPARISON															
<b>2023 MONTHLY TOTAL</b>	<b>880,000</b>		<b>362,371</b>	<b>7,160</b>	<b>92,873</b>	<b>1,336</b>	<b>19,308</b>	<b>871</b>	<b>17,449</b>	<b>712</b>	<b>25,863</b>	<b>240</b>	<b>17,180</b>	<b>3,159</b>	<b>79,800</b>
<b>% CHANGE</b>	<b>8%</b>		<b>-10%</b>	<b>17%</b>	<b>6%</b>	<b>-28%</b>	<b>-10%</b>	<b>0%</b>	<b>-10%</b>	<b>-5%</b>	<b>0%</b>	<b>-11%</b>	<b>-16%</b>	<b>-14%</b>	<b>-8%</b>

ANNUAL YTD COMPARISON															
<b>FY 22-23 YTD TOTAL</b>	<b>9,807,983</b>		<b>3,699,737</b>	<b>91,723</b>	<b>989,125</b>	<b>11,921</b>	<b>157,374</b>	<b>10,039</b>	<b>192,505</b>	<b>7,526</b>	<b>252,516</b>	<b>2,516</b>	<b>103,910</b>	<b>32,002</b>	<b>706,305</b>
<b>% CHANGE</b>	<b>5%</b>		<b>-5%</b>	<b>17%</b>	<b>3%</b>	<b>0%</b>	<b>3%</b>	<b>7%</b>	<b>-1%</b>	<b>20%</b>	<b>17%</b>	<b>-6%</b>	<b>-4%</b>	<b>7%</b>	<b>6%</b>

ANNUAL MONTHLY COMPARISON															
<b>2022 MONTHLY TOTAL</b>	<b>849,015</b>		<b>295,926</b>	<b>5,628</b>	<b>91,158</b>									<b>2,542</b>	<b>67,080</b>
<b>% CHANGE</b>	<b>12%</b>		<b>10%</b>	<b>49%</b>	<b>8%</b>									<b>7%</b>	<b>10%</b>
<b>2021 MONTHLY TOTAL</b>	<b>710,223</b>		<b>268,178</b>	<b>4,057</b>	<b>81,476</b>									<b>1,513</b>	<b>30,769</b>
<b>% CHANGE</b>	<b>34%</b>		<b>22%</b>	<b>107%</b>	<b>21%</b>									<b>80%</b>	<b>139%</b>
<b>2020 MONTHLY TOTAL</b>	<b>0</b>		<b>0</b>	<b>6,685</b>	<b>51,424</b>									<b>0</b>	<b>0</b>
<b>% CHANGE</b>	<b>#DIV/0!</b>		<b>#DIV/0!</b>	<b>26%</b>	<b>92%</b>									<b>#DIV/0!</b>	<b>#DIV/0!</b>

ANNUAL YTD COMPARISON															
<b>FY 21-22 YTD TOTAL</b>	<b>8,636,812</b>		<b>3,156,779</b>	<b>60,796</b>	<b>962,396</b>									<b>24,335</b>	<b>547,844</b>
<b>% CHANGE</b>	<b>19%</b>		<b>11%</b>	<b>76%</b>	<b>6%</b>									<b>40%</b>	<b>37%</b>
<b>FY 20-21 YTD TOTAL</b>	<b>7,971,220</b>		<b>2,874,417</b>	<b>48,726</b>	<b>914,163</b>									<b>13,245</b>	<b>224,026</b>
<b>% CHANGE</b>	<b>29%</b>		<b>22%</b>	<b>120%</b>	<b>12%</b>									<b>158%</b>	<b>234%</b>
<b>FY 19-20 YTD TOTAL</b>	<b>8,543,548</b>		<b>4,096,687</b>	<b>72,668</b>	<b>1,290,451</b>									<b>18,349</b>	<b>501,857</b>
<b>% CHANGE</b>	<b>21%</b>		<b>-14%</b>	<b>48%</b>	<b>-21%</b>									<b>86%</b>	<b>49%</b>



## ITEM VI.A.2.c.

### MEMORANDUM

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

**FROM:** JoAnn Prevetti, MBA - Development

**DATE:** June 30, 2024

**SUBJECT:** Development Report – June and July (Development Financial Report Attached)

#### **Development Department Powerful Plays in May/June 2024**

##### **May - June 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 – May 31, 2024**

\$226,744.11

#### **Powerful Platforms/People/Partnerships/Places**

##### **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 (2<sup>nd</sup> Meeting)  
5/17/24 – Latin Chamber of Commerce Networking Luncheon  
5/20/24 – Lauren Christian, Discovery Children’s Museum  
5/21/24 – Summerlin Rotary Breakfast  
5/21/24 – Donor Tour of WLV for possible Lil Learner Program Expansion  
5/22/24 – Humana - #GetCarded for Health Sponsorship  
5/23/24 – Asian Chamber Luncheon  
5/30/24 – Vegas Chamber Breakfast with Congresswoman Dina Titus

##### **JUNE MEETINGS (Development Staff in Director’s Absence)**

6/4/24 – Summerlin Rotary Breakfast  
6/4/24 – Meeting with Piper Overstreet/Raiders  
6/5/24 – Early Literacy Coalition Meeting (Teach for America & Tang Foundation)  
6/7/24 – Latin Chamber Breakfast  
6/7/24 – UMC Library Services  
6/12/24 – VegasTickets – Donor Presentation with Lil Learner WLV Prototypes (2<sup>nd</sup> meeting)  
6/14/24 – Vegas PBS

**PENDING MEETINGS**

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



# Development

**JoAnn Prevetti, MBA**  
July '24 Board Meeting





## Report through 6/24/24

FOUNDATION AWARDED	FOUNDATION PENDING	FOUNDATION NOT AWARDED	BOOKSTORE SALES July through May '24	DISTRICT AWARDED	DISTRICT PENDING	DISTRICT NOT AWARDED
\$358,295.37	\$775,000.00	\$453,000.00	\$226,744.11	\$1,606,500.00	\$3,124,131.00	\$14,655,000.00
			ONLINE DONATIONS Through 06/24/24			
			\$10,388.89			



## June 2024 Data

DISTRICT AWARDED FUNDING through 6/24/24		Submitted – In Progress			Not Awarded		
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	\$4,150,000
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 Adult Literacy	\$150,000			
Microsoft (laptops/equipment)	\$95,000	NV DOE	District Wide	\$1,400,000			
Congressman Horsford – WLV – Federal Appropriation Funding	\$500,000	Congressman Horsford Appropriations – Tutoring	District Wide Books in Circulation; Giveaways	TBA			
Congresswoman Susie Lee – Rainbow-Appropriation Funding	\$850,000	Nevada Donor					
TOTAL DISTRICT GRANTS AWARDED	\$1,606,500	TOTAL	PENDING GRANT AWARDS	\$3,124,131	TOTAL	Not Awarded	\$14,655,000

	FOUNDATION AWARDED FUNDING 7/1/23 – 6/24/24		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	Vegas Tickets	Expansion of Lil Learners to WLV	\$6,000			
Bruce & Marjorie Norman	Foundation Programming	\$2,000	Humana	#GetCarded for Health	\$100,000			
Kroger Cox	Foundation Programming Unrestricted Funding	\$1,221.19 \$2,500	Cox	STEAM @ Enterprise	\$10,000			
Bright Funds Foundation	Foundation Programming	\$2,475						
Blackbaud Giving Fund	Foundation Programming	\$276						
Online Donations	Support of library Services	\$7,113.09						
Eagle Promotions	Tutoring/Little Learners	\$2,500						
<b>TOTAL PAGE ONE</b>	<b>Total Awarded Page One</b>	<b>\$130,308.37</b>	<b>Total Pending Grant Awards Page One</b>		<b>\$775,000</b>	<b>Total Denied</b>	<b>\$453,000</b>	

	FOUNDATION AWARDED FUNDING 7/1/23 – 6/24/24		FOUNDATION	SUBMITTED OR IN PROGRESS	GRANTS		FOUNDATION	DENIED GRANTS	
<b>Nevada State Bank</b>	Tutoring	\$5,000							
<b>Best Buy</b>	Teen Tech Center – Position Funding	\$154,000							
<b>NV Dept of Education</b>	Mentoring	\$20,000							
<b>Latino Media Network</b>	In Kind Media Promotion	\$20,000							
<b>KME Architects</b>	Hip Hop Architecture Funding	\$5,000							
<b>Meow Wolf</b>	Summer Reading Tickets	\$2,500							
<b>Vegas Tickets</b>	Expansion of Lil Learners Program (Enterprise)	\$6,000							
<b>David L. Simon Foundation</b>	Early Literacy (District wide)	\$3,500							
<b>Meow Wolf</b>	Summer Reading Challenge '24 Tickets	\$2,500							
<b>NNLM Mini Grant</b>	Mesquite Programming (mini grant)	\$2,487							
<b>Wynn Charitable Corp Giving</b>	Hip-Hip Architecture Camp – WLV- July 2024	\$5,000							
<b>NV Humanities</b>	Hip-Hip Architecture Camp – WLV- July 2024	\$2,000							
<b>TOTAL</b>	Grant Total	\$341,307.65	Total Pending Grant		\$775,000		Total Denied	\$453,000	



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







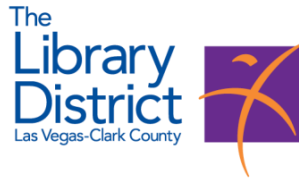
## Congresswoman Lee @ Windmill for Pride Flag Presentation





*It's what we do...*

***Thank you!***



## ITEM VI.A.2.d.

## MEMORANDUM

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

**FROM:** Ronald Melnar, Acting IT Director

**DATE:** June 30, 2024

**SUBJECT:** Information Technology Report, June and July 2024

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

## POWERFUL PEOPLE

- IT division staff created the May 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).
- ER staff facilitated staff training for Newsbank, an online research and publishing service, with twelve staff members attending.
- Several of our Microcomputer and Network Analysts attended the Cisco Live Conference in Las Vegas to learn about the latest advances in computer and networking technology.
- The Network Supervisor and I attended the Juniper AI-Native Conference in Las Vegas to keep in touch with our Wireless System vendor and learn how they are using AI to help maintain the newest wireless and networking systems.
- DC staff instructed sessions of Collection Maintenance: Decision Center and collectionHQ for WM YS staff, and SV Adult and YS staff. They also conducted Weeding 101 Workshops for Adult and Youth Services staff at both the MQ and WC libraries.
- CBS staff worked with HR to fill the vacancy left when Collection Development Librarian Jen Jost was promoted to Youth Services Collection Development Librarian. Forty-nine applications were submitted and interviews were held in May. Electronic Resources Librarian Doris Cazares was selected and began work at the end of May.
- CBS staff submitted a panel proposal for the Southern Nevada Diversity Summit to be held in October 2024. The panel will consist of the CBS Department Head, SU Branch Manager, and WM YPL Department Head and will discuss handling collection challenges.
- Interlibrary Loan (ILL) staff held one ILL Overview training session for staff via Webex with five members in attendance.
- ER staff conducted a staff training session for Rosetta Stone, a computer-assisted language learning system, with 39 in attendance.
- ER staff designed and recorded a staff training session on Resume Writing, which highlighted library online resources and resume templates. The session is available on Niche Academy and is available for staff to view at any time.
- Access Services hosted the quarterly Computer Center Department Head meeting, focusing on sharing problems and solutions experienced by that department.

## POWERFUL PLACES

- For the past two months, CBS staff added 3,980 titles with 15,816 new items to the collection and withdrew 8,404 items from the library catalog. The withdrawn items will either be resold or discarded. CBS staff also added 39,756 e-books and e-audiobooks and 27,422 new hoopla music records in 63 different languages to the collection. Additionally, 622 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 Moapa Valley and Moapa Town 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 have resolved the difficulties we were experiencing with the Google Play Console and have successfully incorporated the Communico team into the management aspect of that account. This allows them to publish the app for both Apple and Android devices. The team also reviewed the configuration of the self-check kiosk (Interact module), provided feedback, and expects to receive the build shortly for testing. Work continues on the digital signage solution (Broadcast module), user accounts were created, General Services has received and is deploying TV monitors to the branches, and staff training will commence in the coming weeks.
- IT department staff has coordinated with General Services to create a space for deploying the Digital Memories Preservation Lab at the Laughlin library and will be training staff on its management in the coming month.
- ER staff has launched Fiero Code, the newest online resource in our collection. Fiero Code is an online learn-to-code solution for libraries and schools.
- IT department staff continues to work with General Services on the remodeling of the Enterprise Library. IT staff has relocated computing resources, self-checkout kiosks, staff desks, and other IT peripherals to facilitate the demolition and rebuilding of progressing sections of that library.

## 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 1,474 e-mails to the ASK account, and answered 308 phone calls totaling almost 35 hours.
- Henderson District Public Library (HDPL) accounted for 1% of our Overdrive circulation with 7,300 items checked out in May and June, while our customers checked out 1,209 items from the HDPL through our Reciprocal Lending Agreement for the same period.
- 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 4.2% of our OverDrive circulation for May and June with 26,540 items checked out, and 1,434 new IDC user accounts were created.
- For the past two months, *The Library @ the Boulevard Mall* had 77 checkouts and 63 items were returned to the kiosk and *The Library @ Sunrise Hospital* had 26 checkouts.

- For the past two months, CBS staff added 448 new titles with 671 items to the collection for the North Las Vegas Library District and 758 new unique items to the collection for the Boulder City Library District.
- For the past two months, Interlibrary Loan (ILL) staff received 800 requests from our customers to borrow materials from other library systems and received 1,042 requests from other libraries to borrow our items, and there were 107 new ILL users.
- District staff has continued to collaborate with Cox Business on the CoxWiFi Program to help close the digital divide by expanding internet access to qualified customers. IT staff continued to provide daily checkout statistics for our regularly scheduled meetings right up to the close of the distribution window on June 14. The program itself is scheduled to close on June 30. The final number of cards issued is 20,964.
- IT department staff worked with our E-Rate consultant to file a Service Delivery Extension Request for the fiber buildout that we are working with through Valley Electric Association, Inc. The locations in the plan include the Blue Diamond, Goodsprings, Indian Springs, Laughlin, Mount Charleston, Sandy Valley, and Windmill libraries at a cost of \$7,630,373. All of the extension requests were approved thru 6/30/2025, giving Valley Electric the time they needed to procure the required permits.
- Vendors Envisionware and Lyngsoe, coordinating with IT staff, have completed the replacement of the material handling automatic sorters at the Summerlin and the Sunrise libraries. They have begun the replacement of the sorter at the Windmill library this week, and expect to be complete by the end of the week.
- CBS staff meet with Alicia Snarr from Brodart to discuss and address several outstanding order issues and troubleshoot the selection of materials for the West Las Vegas opening day collection.

## POWERFUL PLATFORMS

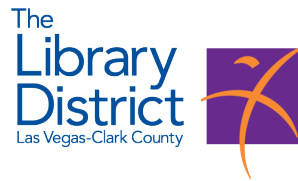
- IT staff received notice from our E-Rate consultant that we were approved for reimbursement of \$135,527 from USAC for data services provided to our urban branches.
- IT staff received and deployed 235 Wireless Access Points, replacing the current devices in every branch. The new system, Mist from Juniper, is up and running District-wide. We are still working on some configuration tweaks for the usage metrics and Vocera badge connections, but everything else is working well.
- IT department staff continues to work on this year's Annual Computer Replacement Project. IT division staff deployed 20 replacement laptops for EV Homework Help, 20 laptops to EV Adult Learning Classroom, and 4 laptops to various department heads at WM.
- IT department staff continues to work with our vendor on a project to upgrade our telephone and voice mail systems.
- IT staff has completed the migration for all urban library branches to the new Mobile Print Service, Princh. Testing has successfully been completed and the web site has been updated with new links for the new service.
- IT staff has been working with Innovative Interfaces, Inc. to upgrade the Sierra Training platform to version 6.2. This will allow library staff to test and learn the upgraded system and work out any problems before it is put in place on the Live Production platform.

Of the \$2,587,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY24, \$2,315,908.49 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
- Tape Library Replacement - \$36,548.99
- Firewalls for rural branch upgrades - \$19,226.75
- Microsoft 365 Business Premium licensing - \$68,149.44



## ITEM VI.A.3.a.

## MEMORANDUM

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

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

**DATE:** May 31, 2024

**SUBJECT:** Financial Services Report, June 2024

This report summarizes the Financial Services Department's activities and accomplishments in the month of June 2024.

### Administration

- Submitted the Fiscal Year 2024-2025 tax rate to Clark County
- Submitted the Fiscal Year 2024-2025 Final Budget to the State of Nevada Department of Taxation, Clark County, and the city of Las Vegas
- Submitted the Quarterly Economic Survey to the State of Nevada Department of Taxation
- **Floresto Cabias** attended the LVCCLD Foundation Board of Directors Meeting
- **Tina Bolden** created and updated vendor and customer accounts for accounts payable and accounts receivable in the Microsoft Serenic Navigator system
- **Tina Bolden** met with Brinks Management team to streamline pick-up process from Branches and to remedy missed pick-ups
- **Tina Bolden** prepared and followed up on Agreements for Services for performances scheduled for District-wide events
- **Tina Bolden** prepared and followed up on generating Contracts for LVCCLD partnerships for CE and LO departments
- **Tina Bolden** prepared weekly bank deposits
- Prepared monthly Budget Status Reports
- Scanned documents and updated files

### Accounting

- Coded and verified all transactions (\$2.8M for the month of May)
- Performed cash flow analysis
- Performed all payroll related duties, including PERS report
- Performed all accounts payable duties
- Performed all accounts receivable duties
- Prepared year-to-date detail transaction reports for each location/department
- Reviewed and reconciled outstanding invoices
- Reconciled daily cash reports received from branches to bank deposits
- Provided detailed budget status for staff as requested
- Prepared and scanned monthly journal voucher entries
- Reconciled monthly bank statements
- Prepared and mailed PVS and Financial Services invoices
- Processed refunds for cancelled Room Reservations

- Reviewed e-fines and patron inquiries regarding online payments
- Reconciled copier meter reading reports from branches/departments to invoices
- Managed/tracked all grant activity and prepared related reports
- Managed all investment activity
- Performed all accounting functions related to the West Las Vegas, Mesquite, and East Las Vegas QALICBs
- Administered the District's credit card and Amazon accounts



## MEMORANDUM

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

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

**DATE:** May 31, 2024

**SUBJECT:** Financial Services Report, June 2024

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

### **Property Tax Revenues**

As of May 17, 2024, the District collected \$62.9M 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 67% collected so far this fiscal year. The State of Nevada distributes CTX collections two months after the month of collection.

As of May 17, 2024, the District received the most recent CTX on April 30, 2024, which 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, and was reported in the May 2024 Financial Services Report. 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 76% 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.

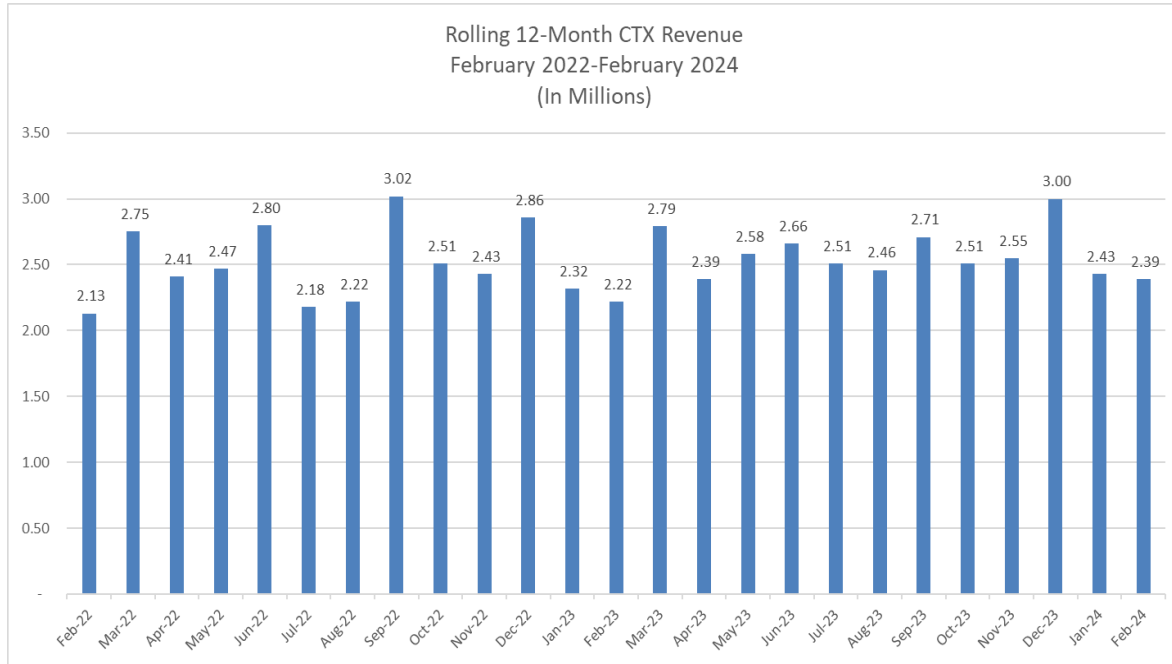
### **Ending Fund Balance**

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.

## Financial Services Report

Page 2



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		
<b>TOTAL</b>	<b>30,171,433.73</b>	<b>20,521,099.54</b>	



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

**General Fund - 100**  
**From 07/01/2023 Through 05/17/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Tax Revenue	\$ 62,942,530.01	\$ 61,629,920.00	\$ -	-
Intergovernmental Revenue	21,064,981.34	31,443,860.00	10,378,878.66	33.01%
Charges for Services	537,246.67	1,000,000.00	462,753.33	46.28%
Miscellaneous	1,669,269.07	1,060,000.00	-	-
<b>Total Revenues</b>	<b>\$ 86,214,027.09</b>	<b>\$ 95,133,780.00</b>		
<b>Expenditures</b>				
Salaries	\$ 29,941,467.83	\$ 38,647,658.00	\$ 8,706,190.17	22.53%
Benefits	13,239,950.42	17,451,171.00	4,211,220.58	24.13%
Supplies & Services	13,720,779.48	18,703,971.00	4,983,191.52	26.64%
Capital Outlay	9,524,412.70	13,100,000.00	3,575,587.30	27.29%
<b>Total Expenditures</b>	<b>\$ 66,426,610.43</b>	<b>\$ 87,902,800.00</b>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>\$ 19,787,416.66</b>	<b>\$ 7,230,980.00</b>		

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

**General Fund - 100**  
**Year to Date 7/1/2023 Through 5/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>	<b>Percent Budget Remaining</b>
110	Administration - Executive	\$ 684,759.89	\$ 856,213.00	\$ 171,453.11	20.02%
120	Administration - Library Operations	1,547,129.36	2,080,156.00	533,026.64	25.62%
200	Financial Services	1,771,095.58	2,151,493.00	380,397.42	17.68%
215	Community Outreach	519,319.21	751,492.00	232,172.79	30.89%
216	Youth Services	408,026.75	626,538.00	218,511.25	34.88%
217	Adult Services	213,464.16	452,163.00	238,698.84	52.79%
220	Development	451,493.56	764,417.00	312,923.44	40.94%
240	General Services	9,863,997.48	12,212,958.00	2,348,960.52	19.23%
250	Human Resources	1,879,516.83	3,039,736.00	1,160,219.17	38.17%
251	HR-Work Insurance	983,152.63	1,501,744.00	518,591.37	34.53%
260	Information Technology	3,861,799.90	4,876,342.00	1,014,542.10	20.81%
270	Literacy Services	183,242.27	2,105,386.00	1,922,143.73	91.30%
280	Branding and Marketing	2,492,000.77	3,242,024.00	750,023.23	23.13%
290	Access Services	1,095,367.65	1,485,038.00	389,670.35	26.24%
310	Collection and Bibliographic Services	11,494,563.25	15,540,578.00	4,046,014.75	26.04%
320	Gallery Services	182,986.56	224,445.00	41,458.44	18.47%
330	Programming and Venues Services	2,881,906.36	3,629,127.00	747,220.64	20.59%
340	Community Engagement	474,925.46	745,461.00	270,535.54	36.29%
400	Library Operations	25,437,862.76	31,617,489.00	6,179,626.24	19.54%
<b>Total</b>		<b>\$ 66,426,610.43</b>	<b>\$ 87,902,800.00</b>		

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

**General Fund - 100**  
**Library Operations - Dept 400**  
**Year to Date 7/1/2023 Through 05/17/2024**

		YTD Actual	Budget	Budget Balance Remaining	Percent Budget Remaining
100	Blue Diamond Library	\$ 129,003.77	\$ 155,745.00	\$ 26,741.23	17.17%
110	Bunkerville Library	124,067.64	148,398.00	24,330.36	16.40%
120	Clark County Library	2,469,878.00	3,020,555.00	550,677.00	18.23%
130	Enterprise Library	1,313,873.21	1,719,983.00	406,109.79	23.61%
140	Goodsprings Library	91,069.35	100,026.00	8,956.65	8.95%
160	Indian Springs Library	132,709.87	183,824.00	51,114.13	27.81%
180	Laughlin Library	626,150.08	795,301.00	169,150.92	21.27%
190	Mesquite Library	1,015,260.31	1,347,002.00	331,741.69	24.63%
200	Moapa Town Library	108,041.68	143,048.00	35,006.32	24.47%
210	Moapa Valley Library	323,852.92	377,164.00	53,311.08	14.13%
220	Mount Charleston Library	107,365.22	123,744.00	16,378.78	13.24%
230	Rainbow Library	1,743,379.68	2,083,003.00	339,623.32	16.30%
240	Sahara West Library	2,340,849.31	2,809,692.00	468,842.69	16.69%
250	Sandy Valley Library	127,646.32	146,564.00	18,917.68	12.91%
260	Searchlight Library	109,561.14	127,251.00	17,689.86	13.90%
270	Spring Valley Library	1,496,784.31	1,981,743.00	484,958.69	24.47%
280	Summerlin Library	1,342,919.18	1,632,199.00	289,279.82	17.72%
290	Sunrise Library	1,412,344.52	1,709,642.00	297,297.48	17.39%
300	West Charleston Library	1,638,105.18	1,977,411.00	339,305.82	17.16%
310	West Las Vegas Library	1,546,952.79	1,893,563.00	346,610.21	18.30%
320	Whitney Library	1,357,736.51	1,753,818.00	396,081.49	22.58%
360	Meadows Library	140,505.24	172,585.00	32,079.76	18.59%
370	Centennial Hills Library	1,789,668.94	2,156,434.00	366,765.06	17.01%
380	Windmill Library	1,790,117.10	2,164,055.00	373,937.90	17.28%
390	East Las Vegas Library	1,766,122.66	2,270,824.00	504,701.34	22.23%
605	City Misdemeanant	140,365.90	203,063.00	62,697.10	30.88%
610	Clark County Detention Dept.	253,531.93	420,852.00	167,320.07	39.76%
<b>Total</b>		<b>\$ 25,437,862.76</b>	<b>\$ 31,617,489.00</b>		

Regular Board of Trustees Meeting- July 11, 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 05/17/2024**

					Dollar Budget Amount	Percent Budget
	YTD Actual		Budget		Remaining	Remaining
51100 Salaries - Full Time	\$ 24,175,211.50	\$	29,565,787.00	\$	5,390,575.50	18.23%
51200 Salaries - Part Time	4,646,994.47		7,635,310.00		2,988,315.53	39.14%
51300 Overtime Pay	43,012.53		63,250.00		20,237.47	32.00%
51400 Call Back Pay	11,752.75		12,091.00		338.25	2.80%
51500 Standby Pay	53,296.06		56,317.00		3,020.94	5.36%
51600 Longevity Pay	227,633.95		364,903.00		137,269.05	37.62%
51700 Separation Pay	488,236.02		650,000.00		161,763.98	24.89%
51800 Leave Buyout	295,330.55		350,000.00		54,669.45	15.62%
55100 Employees Retirement	8,245,380.54		10,272,409.00		2,027,028.46	19.73%
55200 Group Insurance	4,177,528.30		5,781,560.00		1,604,031.70	27.74%
55300 Workers' Comp. Payments	124,389.95		271,544.00		147,154.05	54.19%
55400 Medicare Coverage Expense	689,780.10		975,658.00		285,877.90	29.30%
55500 Unemployment Insurance	2,871.53		150,000.00		147,128.47	98.09%
61100 Office Supplies	442,179.09		557,680.00		115,500.91	20.71%
61110 Operating Supplies	426,291.76		820,550.00		394,258.24	48.05%
61120 Software & User Licenses	497,945.43		527,052.00		29,106.57	5.52%
61130 Software Maintenance	1,086,952.21		1,312,000.00		225,047.79	17.15%
61200 Book Materials & Supplies	56,210.70		110,000.00		53,789.30	48.90%
61205 Interlibrary Loan	771.44		4,500.00		3,728.56	82.86%
61210 Small Equipment	201,001.53		398,500.00		197,498.47	49.56%
61400 Equipment Repair & Maint.	333,689.90		771,856.00		438,166.10	56.77%
61410 Contracted Services	5,038,875.75		6,465,216.00		1,426,340.25	22.06%
61420 Building Repair & Maint.	192,424.09		400,000.00		207,575.91	51.89%
61500 Rental Expenses	59,803.82		84,566.00		24,762.18	29.28%
61600 Telephone	581,586.65		690,000.00		108,413.35	15.71%
61700 Utilities	1,919,489.32		2,110,897.00		191,407.68	9.07%
61800 Insurance & Bonds	419,456.21		438,954.00		19,497.79	4.44%
61900 Professional Services	439,747.95		843,000.00		403,252.05	47.84%
61910 Legal Services	133,056.09		364,500.00		231,443.91	63.50%
62200 Collection Agencies	60,513.75		70,000.00		9,486.25	13.55%
62300 Board Compensation	4,640.00		10,000.00		5,360.00	53.60%
62500 Postage	160,569.72		316,500.00		155,930.28	49.27%
62510 Advertising	383,200.23		585,000.00		201,799.77	34.50%
62600 Community Events	15,572.69		83,250.00		67,677.31	81.29%
62610 Staff Day	1,621.50		30,000.00		28,378.50	94.60%
62620 Recruitment	46,962.77		50,000.00		3,037.23	6.07%
62700 Education & Training	126,754.45		226,000.00		99,245.55	43.91%
62800 Travel & Transportation	108,542.41		270,000.00		161,457.59	59.80%
62900 Printing & Reproduction	365,714.18		459,263.00		93,548.82	20.37%
63000 Dues & Subscriptions	34,909.35		53,150.00		18,240.65	34.32%
65000 Miscellaneous Expenses	8,153.05		117,800.00		109,646.95	93.08%
65100 Bank Charges	47,893.44		51,500.00		3,606.56	7.00%
67000 Rental Expenses to QALICBs	526,250.00		432,237.00		-	-
81700 Library Books	9,524,412.70		13,100,000.00		3,575,587.30	27.29%
<b>Total</b>	<b>\$ 66,426,610.43</b>	<b>\$</b>	<b>87,902,800.00</b>			

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

**Grant Fund - 220**  
**From 07/01/2023 Through 05/17/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Intergovernmental Revenue	\$ 1,602,158.91	\$ 20,000,000.00	\$ 18,397,841.09	91.99%
<b>Total Revenues</b>	<u>\$ 1,602,158.91</u>	<u>\$ 20,000,000.00</u>		
<b>Expenditures</b>				
Salaries	\$ 842,411.64	\$ 1,300,000.00	\$ 457,588.36	35.20%
Benefits	224,589.33	700,000.00	475,410.67	67.92%
Supplies & Services	889,939.77	10,000,000.00	9,110,060.23	91.10%
Capital Outlay	263,621.88	8,000,000.00	7,736,378.12	96.70%
<b>Total Expenditures</b>	<u>\$ 2,220,562.62</u>	<u>\$ 20,000,000.00</u>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<u>\$ (618,403.71)</u>	<u>\$ -</u>		



Regular Board of Trustees Meeting- July 11, 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 05/17/2024**

				Dollar Budget Amount	Percent Budget
	YTD Actual	Budget		Remaining	Remaining
51100 Salaries - Full Time	\$ 352,596.10	\$ 506,354.60	\$ 153,758.50	30.37%	
51200 Salaries - Part Time	488,427.89	793,645.40	305,217.51	38.46%	
51300 Overtime Pay	43.93	-	-	-	
51600 Longevity Pay	1,343.72	-	-	-	
55100 Employees Retirement	123,781.68	423,698.21	299,916.53	70.79%	
55200 Group Insurance	58,937.26	154,947.38	96,010.12	61.96%	
55400 Medicare Coverage Expense	41,870.39	121,354.41	79,484.02	65.50%	
61100 Office Supplies	22,744.57	511,200.00	488,455.43	95.55%	
61120 Software & User Licenses	52,056.70	1,056,000.00	1,003,943.30	95.07%	
61210 Small Equipment	795,810.25	2,017,500.00	1,221,689.75	60.55%	
61410 Contracted Services	-	2,018,900.00	2,018,900.00	100.00%	
62600 Community Events	2,500.00	-	-	-	
62700 Education & Training	1,834.00	1,011,400.00	1,009,566.00	99.82%	
62800 Travel & Transportation	9,906.75	1,004,000.00	994,093.25	99.01%	
63000 Dues & Subscriptions	-	500,250.00	500,250.00	100.00%	
65000 Miscellaneous Expenses	5,087.50	1,880,750.00	1,875,662.50	99.73%	
81600 Capital Equipment - Major	-	7,947,500.00	7,947,500.00	100.00%	
81700 Library Books	263,621.88	52,500.00	-	-	
<b>Total</b>	<b>\$ 2,220,562.62</b>	<b>\$ 20,000,000.00</b>			

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

**Gift Fund - 230****From 07/01/2023 Through 05/17/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	\$ 284,060.91	\$ 10,000,000.00	\$ 9,715,939.09	97.16%
<b>Total Revenues</b>	<u>\$ 284,060.91</u>	<u>\$ 10,000,000.00</u>		
<b>Expenditures</b>				
Salaries	\$ -	\$ 200,000.00	\$ 200,000.00	100.00%
Supplies & Services	229,707.08	6,000,000.00	5,770,292.92	96.17%
Capital Outlay	648.90	3,800,000.00	3,799,351.10	99.98%
<b>Total Expenditures</b>	<u>\$ 230,355.98</u>	<u>\$ 10,000,000.00</u>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<u>\$ 53,704.93</u>	<u>\$ -</u>		

Regular Board of Trustees Meeting- July 11, 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 05/17/2024**

		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	998.24	50,000.00	49,001.76	98.00%
61110	Operating Supplies	80,591.02	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	14,900.00	2,200,000.00	2,185,100.00	99.32%
61500	Rental Expenses	-	330,000.00	330,000.00	100.00%
61900	Professional Services	8,631.64	3,000,000.00	2,991,368.36	99.71%
62510	Advertising	2,702.50	-	-	-
62600	Community Events	55,134.27	50,000.00	-	-
62800	Travel & Transportation	13.10	50,000.00	49,986.90	99.97%
62900	Printing & Reproduction	6,933.80	-	-	-
65000	Miscellaneous Expenses	16,554.59	170,000.00	153,445.41	90.26%
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%
<b>Total</b>		<b>\$ 230,355.98</b>	<b>\$ 10,000,000.00</b>		

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

**Capital Projects Fund - 510**  
**From 07/01/2023 Through 05/17/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	\$ 2,934,804.63	\$ 150,000.00	\$ -	-
<b>Total Revenues</b>	<b>\$ 2,934,804.63</b>	<b>\$ 150,000.00</b>		
<b>Expenditures</b>				
Supplies & Services	\$ 26,859,637.91	\$ 29,854,000.00	\$ 2,994,362.09	10.03%
Capital Outlay	1,906,042.96	4,424,000.00	2,517,957.04	56.92%
<b>Total Expenditures</b>	<b>\$ 28,765,680.87</b>	<b>\$ 34,278,000.00</b>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>\$ (25,830,876.24)</b>	<b>\$ (34,128,000.00)</b>		

## Regular Board of Trustees Meeting- July 11, 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 05/17/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
61110 Operating Supplies	\$ 48,012.57	\$ 800,000.00	\$ 751,987.43	94.00%
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	1,093,523.89	1,200,000.00	106,476.11	8.87%
61400 Equipment Repair & Maint.	18,796.00	640,000.00	621,204.00	97.06%
61410 Contracted Services	62,315.33	200,000.00	137,684.67	68.84%
61420 Building Repair & Maint.	1,384,274.31	1,300,000.00	-	-
61500 Rental Expenses	24,545.35	30,000.00	5,454.65	18.18%
61800 Insurance & Bonds	71,467.00	256,000.00	184,533.00	72.08%
61900 Professional Services	534,796.05	1,560,000.00	1,025,203.95	65.72%
61910 Legal Services	72,554.00	60,000.00	-	-
62510 Advertising	337.95	-	-	-
62900 Printing & Reproduction	2,610.00	5,000.00	2,390.00	47.80%
65000 Miscellaneous Expenses	23,419,478.63	23,600,000.00	180,521.37	0.76%
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	92,795.66	622,000.00	529,204.34	85.08%
81600 Capital Equipment - Major	593,659.42	1,500,000.00	906,340.58	60.42%
<b>Total</b>	<b>\$ 28,765,680.87</b>	<b>\$ 34,278,000.00</b>		



Las Vegas-Clark County Library District

**Project 2050 - Furniture Replacement**  
**From 07/01/2023 through 05/17/2024**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	\$ 20,668.87	\$ 125,000.00	\$ 104,331.13	83%
<b>Total Expenditures</b>		<b>\$ 20,668.87</b>	<b>\$ 125,000.00</b>		

## Las Vegas-Clark County Library District

**Project 2200 - Financial Services Projects**  
**From 07/01/2023 through 05/17/2024**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	\$ 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%
<b>Total Expenditures</b>		<b>\$ 79,206.13</b>	<b>\$ 305,000.00</b>		

## Las Vegas-Clark County Library District

**Project 4010 - Tech Replacements & Upgrades**  
**From 07/01/2023 through 05/17/2024**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	\$ 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	1,034,236.96	700,000.00	-	-
61400	Equipment Repair & Maint.	18,796.00	500,000.00	481,204.00	96%
61410	Contracted Services	54,175.33	200,000.00	145,824.67	73%
81600	Capital Equipment - Major	294,275.68	587,000.00	292,724.32	50%
<b>Total Expenditures</b>		<b>\$ 1,503,888.20</b>	<b>\$ 2,587,000.00</b>		

## Las Vegas-Clark County Library District

**Project 5010 - Bldg Repair & Maintenance**  
**From 07/01/2023 through 05/17/2024**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	\$ 841.27	\$ 175,000.00	\$ 174,158.73	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	19,427.46	300,000.00	280,572.54	94%
61400	Equipment Repair & Maint.	522,465.05	50,000.00	-	-
61410	Contracted Services	490.00	50,000.00	49,510.00	99%
61420	Building Repair & Maint.	806,366.42	1,200,000.00	393,633.58	33%
61500	Rental Expenses	12,662.00	25,000.00	12,338.00	49%
61900	Professional Services	72,758.40	265,000.00	192,241.60	73%
81500	Capital Improvements	-	282,000.00	282,000.00	100%
81600	Capital Equipment - Major	-	1,758,000.00	1,758,000.00	100%
<b>Total Expenditures</b>		<b>\$ 1,435,010.60</b>	<b>\$ 4,205,000.00</b>		

## Las Vegas-Clark County Library District

**Project 5015 - Construction Projects**  
**From 07/01/2023 through 05/17/2024**

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

	<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Revenues</b>				
45200 Interest Earnings	\$ 1,581,473.13	\$ 150,000.00	\$ -	-
45750 Sale of Fixed Assets	1,353,331.50	-	-	-
<b>Total Revenues</b>	<b>\$ 2,934,804.63</b>	<b>\$ 150,000.00</b>		
<b>Expenditures</b>				
61110 Operating Supplies	\$ 7,561.57	\$ 13,000.00	\$ 5,438.43	42%
61420 Building Repair & Maint.	55,442.84	80,000.00	24,557.16	31%
61800 Insurance & Bonds	71,467.00	75,000.00	3,533.00	5%
61900 Professional Services	472,368.66	900,000.00	427,631.34	48%
61910 Legal Services	72,554.00	45,000.00	-	-
62900 Printing & Reproduction	2,610.00	7,000.00	4,390.00	63%
65000 Miscellaneous Expenses	23,419,478.63	23,813,000.00	393,521.37	2%
81400 Construction in Progress	1,219,587.88	52,000.00	-	-
81600 Capital Equipment - Major	14,060.00	15,000.00	940.00	6%
<b>Total Expenditures</b>	<b>\$ 25,335,130.58</b>	<b>\$ 25,000,000.00</b>		



## Las Vegas-Clark County Library District

## Project 5020 - PVS Projects

From 07/01/2023 through 05/17/2024

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	\$ 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	92,795.66	100,000.00	7,204.34	7%
81600	Capital Equipment - Major	228,487.86	400,000.00	171,512.14	43%
<b>Total Expenditures</b>		<b>\$ 348,306.41</b>	<b>\$ 906,000.00</b>		

Las Vegas-Clark County Library District

**Project 7010 - Library Materials**  
**From 07/01/2023 through 05/17/2024**

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

	<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>				
81700 Library Materials	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	100%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 1,000,000.00</b>		

Las Vegas-Clark County Library District

**Project 9010 - Vehicle Purchase and Replacement**  
**From 07/01/2023 through 05/17/2024**

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

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Expenditures</b>					
81600	Capital Equipment - Major	\$ 43,470.08	\$ 150,000.00	\$ 106,529.92	71%
<b>Total Expenditures</b>		<b>\$ 43,470.08</b>	<b>\$ 150,000.00</b>		

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

**Debt Service Fund - 610**  
**From 07/01/2023 Through 05/17/2024**

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

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

Debt Service Fund - 610  
From 07/01/2023 Through 05/17/2024

		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		

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

**General Fund - 100**  
**Administration - Executive - 110**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 297,504.14	\$ 379,543.00	\$ 82,038.86
<b>Total Salaries and Wages</b>		<b>\$ 297,504.14</b>	<b>\$ 379,543.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 93,604.57	\$ 127,147.00	\$ 33,542.43
55200	Group Insurance	24,852.24	43,270.00	18,417.76
55400	Medicare Coverage Expense	4,464.23	5,503.00	1,038.77
<b>Total Employee Benefits</b>		<b>\$ 122,921.04</b>	<b>\$ 175,920.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ -	\$ 1,500.00	\$ 1,500.00
61110	Operating Supplies	2,891.05	4,000.00	1,108.95
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	88,474.53	89,000.00	525.47
61910	Legal Services	77,210.00	78,000.00	790.00
62300	Board Compensation	4,640.00	10,000.00	5,360.00
62600	Community Events	5,748.62	15,000.00	9,251.38
62700	Education & Training	6,507.82	7,000.00	492.18
62800	Travel & Transportation***	12,038.64	16,000.00	3,961.36
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	24,493.00	28,000.00	3,507.00
65000	Miscellaneous Expenses	1,720.68	5,000.00	3,279.32
<b>Total Services and Supplies</b>		<b>\$ 264,334.71</b>	<b>\$ 300,750.00</b>	
<b>Total Administration - Executive-110</b>		<b>\$ 684,759.89</b>	<b>\$ 856,213.00</b>	

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



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

**General Fund - 100**  
**Administration - Library Operations - 120**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 891,859.33	\$ 1,111,647.00	\$ 219,787.67
51200	Salaries - Part Time	58,727.73	91,632.00	32,904.27
51600	Longevity Pay	6,924.82	6,877.00	-
<b>Total Salaries and Wages</b>		<b>\$ 957,511.88</b>	<b>\$ 1,210,156.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 311,300.09	\$ 395,921.00	\$ 84,620.91
55200	Group Insurance	112,254.97	140,377.00	28,122.03
55400	Medicare Coverage Expense	13,717.70	19,302.00	5,584.30
<b>Total Employee Benefits</b>		<b>\$ 437,272.76</b>	<b>\$ 555,600.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 545.79	\$ 1,000.00	\$ 454.21
61110	Operating Supplies	15,431.46	50,000.00	34,568.54
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	90,625.56	154,000.00	63,374.44
61410	Contracted Services	24,511.45	47,900.00	23,388.55
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	10,424.73	30,000.00	19,575.27
63000	Dues & Subscriptions	-	1,500.00	1,500.00
<b>Total Services and Supplies</b>		<b>\$ 152,344.72</b>	<b>\$ 314,400.00</b>	
<b>Total Administration - Library Operations-120</b>		<b>\$ 1,547,129.36</b>	<b>\$ 2,080,156.00</b>	

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

**General Fund - 100**  
**Financial Services - 200**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 431,721.64	\$ 631,970.00	\$ 200,248.36
51200	Salaries - Part Time	23,960.41	25,000.00	1,039.59
51300	Overtime Pay	945.60	-	-
51600	Longevity Pay	1,716.65	1,900.00	183.35
<b>Total Salaries and Wages</b>		<b>\$ 458,344.30</b>	<b>\$ 658,870.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 143,172.29	\$ 220,722.00	\$ 77,549.71
55200	Group Insurance	60,352.75	94,880.00	34,527.25
55400	Medicare Coverage Expense	8,117.90	9,554.00	1,436.10
<b>Total Employee Benefits</b>		<b>\$ 211,642.94</b>	<b>\$ 325,156.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 1,801.12	\$ 6,000.00	\$ 4,198.88
61130	Software Maintenance	42,296.35	50,000.00	7,703.65
61400	Equipment Repair & Maint.	73,351.95	76,030.00	2,678.05
61410	Contracted Services	132,446.91	165,000.00	32,553.09
61900	Professional Services	138,507.77	140,000.00	1,492.23
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	60,513.75	70,000.00	9,486.25
62500	Postage	65,700.72	85,000.00	19,299.28
62510	Advertising	7,929.02	16,700.00	8,770.98
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	201.31	3,000.00	2,798.69
63000	Dues & Subscriptions	4,216.00	6,000.00	1,784.00
65000	Miscellaneous Expenses	-	60,000.00	60,000.00
65100	Bank Charges	47,893.44	50,000.00	2,106.56
67000	Rental Expenses to QALICBs***	526,250.00	432,237.00	-
<b>Total Services and Supplies</b>		<b>\$ 1,101,108.34</b>	<b>\$ 1,167,467.00</b>	
<b>Total Financial Services-200</b>		<b>\$ 1,771,095.58</b>	<b>\$ 2,151,493.00</b>	

\*\*\*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 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 316,901.15	\$ 390,947.00	\$ 74,045.85
51200	Salaries - Part Time	18,215.72	75,206.00	56,990.28
51300	Overtime Pay	369.62	-	-
51600	Longevity Pay	2,544.22	5,107.00	2,562.78
<b>Total Salaries and Wages</b>		<b>\$ 338,030.71</b>	<b>\$ 471,260.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 105,398.65	\$ 132,678.00	\$ 27,279.35
55200	Group Insurance	53,271.62	99,058.00	45,786.38
55400	Medicare Coverage Expense	5,965.11	11,496.00	5,530.89
<b>Total Employee Benefits</b>		<b>\$ 164,635.38</b>	<b>\$ 243,232.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 11,092.69	\$ 17,000.00	\$ 5,907.31
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	3,644.61	5,000.00	1,355.39
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	250.00	500.00	250.00
<b>Total Services and Supplies</b>		<b>\$ 16,653.12</b>	<b>\$ 37,000.00</b>	
<b>Total Community Outreach-215</b>		<b>\$ 519,319.21</b>	<b>\$ 751,492.00</b>	

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

**General Fund - 100**  
**Youth Services - 216**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 175,478.29	\$ 232,877.00	\$ 57,398.71
51600	Longevity Pay	1,749.46	1,939.00	189.54
<b>Total Salaries and Wages</b>		<b>\$ 177,227.75</b>	<b>\$ 234,816.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 59,666.25	\$ 78,664.00	\$ 18,997.75
55200	Group Insurance	17,175.81	30,503.00	13,327.19
55400	Medicare Coverage Expense	2,524.88	3,405.00	880.12
<b>Total Employee Benefits</b>		<b>\$ 79,366.94</b>	<b>\$ 112,572.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 44,883.98	\$ 124,900.00	\$ 80,016.02
61120	Software & User Licenses	4,125.86	6,000.00	1,874.14
61210	Small Equipment	3,420.54	17,250.00	13,829.46
61410	Contracted Services	99,001.68	125,250.00	26,248.32
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
<b>Total Services and Supplies</b>		<b>\$ 151,432.06</b>	<b>\$ 279,150.00</b>	
<b>Total Youth Services-216</b>		<b>\$ 408,026.75</b>	<b>\$ 626,538.00</b>	

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

**General Fund - 100**  
**Adult Services - 217**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 114,782.61	\$ 165,588.00	\$ 50,805.39
51300	Overtime Pay	11.01	-	-
51600	Longevity Pay	1,949.77	2,180.00	230.23
<b>Total Salaries and Wages</b>		<b>\$ 116,743.39</b>	<b>\$ 167,768.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 38,625.09	\$ 56,202.00	\$ 17,576.91
55200	Group Insurance	11,999.90	22,335.00	10,335.10
55400	Medicare Coverage Expense	1,700.48	2,433.00	732.52
<b>Total Employee Benefits</b>		<b>\$ 52,325.47</b>	<b>\$ 80,970.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 16,459.70	\$ 73,375.00	\$ 56,915.30
61120	Software & User Licenses	119.88	500.00	380.12
61210	Small Equipment	5,037.39	15,250.00	10,212.61
61410	Contracted Services	20,875.00	107,300.00	86,425.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	1,903.33	5,000.00	3,096.67
<b>Total Services and Supplies</b>		<b>\$ 44,395.30</b>	<b>\$ 203,425.00</b>	
<b>Total Adult Services-217</b>		<b>\$ 213,464.16</b>	<b>\$ 452,163.00</b>	

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

**General Fund - 100**  
**Development - 220**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 285,076.00	\$ 409,237.00	\$ 124,161.00
51600	Longevity Pay	2,340.56	2,649.00	308.44
<b>Total Salaries and Wages</b>		<b>\$ 287,416.56</b>	<b>\$ 411,886.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 95,391.97	\$ 137,982.00	\$ 42,590.03
55200	Group Insurance	47,511.62	71,077.00	23,565.38
55400	Medicare Coverage Expense	4,161.21	5,972.00	1,810.79
<b>Total Employee Benefits</b>		<b>\$ 147,064.80</b>	<b>\$ 215,031.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 5,754.79	\$ 12,500.00	\$ 6,745.21
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	4,388.11	10,000.00	5,611.89
62700	Education & Training	1,752.50	2,000.00	247.50
62800	Travel & Transportation	1,641.59	25,000.00	23,358.41
63000	Dues & Subscriptions	975.21	5,000.00	4,024.79
<b>Total Services and Supplies</b>		<b>\$ 17,012.20</b>	<b>\$ 137,500.00</b>	
<b>Total Development-220</b>		<b>\$ 451,493.56</b>	<b>\$ 764,417.00</b>	



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

**General Fund - 100****General Services - 240****From 07/01/2023 through 05/17/2024**

		YTD Actual	Budget	Budget Balance Remaining
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,680,204.50	\$ 1,970,197.00	\$ 289,992.50
51200	Salaries - Part Time	55,738.10	78,163.00	22,424.90
51300	Overtime Pay	13,663.76	5,750.00	-
51400	Call Back Pay	11,382.19	12,091.00	708.81
51500	Standby Pay	53,296.06	56,317.00	3,020.94
51600	Longevity Pay	5,709.23	6,371.00	661.77
<b>Total Salaries and Wages</b>		<b>\$ 1,819,993.84</b>	<b>\$ 2,128,889.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 577,365.19	\$ 685,067.00	\$ 107,701.81
55200	Group Insurance	374,280.39	453,107.00	78,826.61
55400	Medicare Coverage Expense	29,536.91	35,632.00	6,095.09
<b>Total Employee Benefits</b>		<b>\$ 981,182.49</b>	<b>\$ 1,173,806.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 9,171.75	\$ 15,000.00	\$ 5,828.25
61110	Operating Supplies	237,057.98	380,000.00	142,942.02
61130	Software Maintenance	63,218.12	75,000.00	11,781.88
61210	Small Equipment	19,060.01	40,000.00	20,939.99
61400	Equipment Repair & Maint.	43,401.05	65,000.00	21,598.95
61410	Contracted Services	4,064,304.51	5,338,399.00	1,274,094.49
61420	Building Repair & Maint.	192,424.09	400,000.00	207,575.91
61500	Rental Expenses	30,951.28	32,500.00	1,548.72
61700	Utilities	1,919,489.32	2,035,910.00	116,420.68
61800	Insurance & Bonds	419,456.21	438,954.00	19,497.79
61900	Professional Services	54,325.95	55,000.00	674.05
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	3,280.99	4,000.00	719.01
65000	Miscellaneous Expenses	5,692.00	14,000.00	8,308.00
<b>Total Services and Supplies</b>		<b>\$ 7,062,821.15</b>	<b>\$ 8,910,263.00</b>	
<b>Total General Services-240</b>		<b>\$ 9,863,997.48</b>	<b>\$ 12,212,958.00</b>	

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

**General Fund - 100**  
**Human Resources - 250**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 796,522.45	\$ 1,073,764.00	\$ 277,241.55
51300	Overtime Pay	110.37	-	-
<b>Total Salaries and Wages</b>		<b>\$ 796,632.82</b>	<b>\$ 1,073,764.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 264,134.25	\$ 359,711.00	\$ 95,576.75
55200	Group Insurance	140,459.01	200,984.00	60,524.99
55400	Medicare Coverage Expense	12,156.32	15,570.00	3,413.68
55500	Unemployment Insurance	2,871.53	75,000.00	72,128.47
<b>Total Employee Benefits</b>		<b>\$ 419,621.11</b>	<b>\$ 651,265.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 4,975.53	\$ 15,015.00	\$ 10,039.47
61130	Software Maintenance	263,429.85	265,000.00	1,570.15
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	86,528.83	87,192.00	663.17
61900	Professional Services	84,402.79	374,000.00	289,597.21
61910	Legal Services	55,846.09	265,000.00	209,153.91
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	46,962.77	50,000.00	3,037.23
62700	Education & Training	88,290.19	150,000.00	61,709.81
62800	Travel & Transportation	30,429.07	50,000.00	19,570.93
63000	Dues & Subscriptions	349.99	5,000.00	4,650.01
65000	Miscellaneous Expenses	426.29	1,000.00	573.71
<b>Total Services and Supplies</b>		<b>\$ 663,262.90</b>	<b>\$ 1,314,707.00</b>	
<b>Total Human Resources-250</b>		<b>\$ 1,879,516.83</b>	<b>\$ 3,039,736.00</b>	

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

**General Fund - 100**  
**HR-Work Insurance - 251**  
**From 07/01/2023 through 05/17/2024**

	<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>			
51700 Separation Pay	\$ 488,236.02	\$ 500,000.00	\$ 11,763.98
51800 Leave Buyout	295,330.55	450,000.00	154,669.45
<b>Total Salaries and Wages</b>	<b>\$ 783,566.57</b>	<b>\$ 950,000.00</b>	
<b>Employee Benefits</b>			
55200 Group Insurance	\$ 75,196.11	\$ 205,200.00	\$ 130,003.89
55300 Workers' Comp. Payments	124,389.95	271,544.00	147,154.05
55500 Unemployment Insurance	-	75,000.00	75,000.00
<b>Total Employee Benefits</b>	<b>\$ 199,586.06</b>	<b>\$ 551,744.00</b>	
<b>Total HR-Work Insurance-251</b>	<b>\$ 983,152.63</b>	<b>\$ 1,501,744.00</b>	

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

**General Fund - 100**  
**Information Technology - 260**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,547,872.95	\$ 1,742,485.00	\$ 194,612.05
51300	Overtime Pay	15,508.34	28,750.00	13,241.66
51400	Call Back Pay	370.56	-	-
51600	Longevity Pay	9,371.21	10,445.00	1,073.79
<b>Total Salaries and Wages</b>		<b>\$ 1,573,123.06</b>	<b>\$ 1,781,680.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 518,704.66	\$ 587,232.00	\$ 68,527.34
55200	Group Insurance	228,368.94	267,713.00	39,344.06
55400	Medicare Coverage Expense	22,600.29	25,417.00	2,816.71
<b>Total Employee Benefits</b>		<b>\$ 769,673.89</b>	<b>\$ 880,362.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 25,930.07	\$ 26,000.00	\$ 69.93
61120	Software & User Licenses	24,433.53	30,000.00	5,566.47
61130	Software Maintenance	602,375.13	757,000.00	154,624.87
61210	Small Equipment	22,888.09	35,000.00	12,111.91
61400	Equipment Repair & Maint.	206,393.68	606,000.00	399,606.32
61410	Contracted Services	24,530.03	35,000.00	10,469.97
61600	Telephone	581,502.36	690,000.00	108,497.64
62600	Community Events	352.00	-	-
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
<b>Total Services and Supplies</b>		<b>\$ 1,519,002.95</b>	<b>\$ 2,214,300.00</b>	
<b>Total Information Technology-260</b>		<b>\$ 3,861,799.90</b>	<b>\$ 4,876,342.00</b>	

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

**General Fund - 100**  
**Literacy Services - 270**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 93,945.81	\$ 619,812.00	\$ 525,866.19
51200	Salaries - Part Time	15,938.46	1,026,667.00	1,010,728.54
51300	Overtime Pay	2.45	-	-
51600	Longevity Pay	-	1,453.00	1,453.00
<b>Total Salaries and Wages</b>		<b>\$ 109,886.72</b>	<b>\$ 1,647,932.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 31,824.99	\$ 215,397.00	\$ 183,572.01
55200	Group Insurance	7,627.37	95,680.00	88,052.63
55400	Medicare Coverage Expense	2,532.90	86,202.00	83,669.10
<b>Total Employee Benefits</b>		<b>\$ 41,985.26</b>	<b>\$ 397,279.00</b>	
<b>Services and Supplies</b>				
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	29,233.25	37,175.00	7,941.75
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	276.73	6,000.00	5,723.27
<b>Total Services and Supplies</b>		<b>\$ 31,370.29</b>	<b>\$ 60,175.00</b>	
<b>Total Literacy Services-270</b>		<b>\$ 183,242.27</b>	<b>\$ 2,105,386.00</b>	

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

**General Fund - 100****Branding and Marketing - 280****From 07/01/2023 through 05/17/2024**

		YTD Actual	Budget	Budget Balance Remaining
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 766,425.96	\$ 957,022.00	\$ 190,596.04
51300	Overtime Pay	61.92	-	-
51600	Longevity Pay	1,633.38	1,800.00	166.62
<b>Total Salaries and Wages</b>		<b>\$ 768,121.26</b>	<b>\$ 958,822.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 252,103.69	\$ 321,205.00	\$ 69,101.31
55200	Group Insurance	98,212.63	130,766.00	32,553.37
55400	Medicare Coverage Expense	11,074.84	13,903.00	2,828.16
<b>Total Employee Benefits</b>		<b>\$ 361,391.16</b>	<b>\$ 465,874.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 7,317.09	\$ 12,800.00	\$ 5,482.91
61120	Software & User Licenses	366,717.29	384,052.00	17,334.71
61210	Small Equipment	19,048.60	20,000.00	951.40
61400	Equipment Repair & Maint.	8,288.85	19,576.00	11,287.15
61410	Contracted Services	124,800.07	175,700.00	50,899.93
61500	Rental Expenses	-	700.00	700.00
61910	Legal Services	-	1,000.00	1,000.00
62500	Postage	94,869.00	97,000.00	2,131.00
62510	Advertising	372,771.21	585,000.00	212,228.79
62600	Community Events	2,550.00	10,000.00	7,450.00
62800	Travel & Transportation	772.61	4,000.00	3,227.39
62900	Printing & Reproduction	365,253.63	506,000.00	140,746.37
65000	Miscellaneous Expenses	100.00	1,500.00	1,400.00
<b>Total Services and Supplies</b>		<b>\$ 1,362,488.35</b>	<b>\$ 1,817,328.00</b>	
<b>Total Branding and Marketing-280</b>		<b>\$ 2,492,000.77</b>	<b>\$ 3,242,024.00</b>	



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

**General Fund - 100**  
**Access Services - 290**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 552,590.02	\$ 734,966.00	\$ 182,375.98
51200	Salaries - Part Time	102,734.76	118,957.00	16,222.24
51300	Overtime Pay	-	5,750.00	5,750.00
51600	Longevity Pay	8,144.22	9,048.00	903.78
<b>Total Salaries and Wages</b>		<b>\$ 663,469.00</b>	<b>\$ 868,721.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 213,223.28	\$ 275,912.00	\$ 62,688.72
55200	Group Insurance	71,607.69	108,842.00	37,234.31
55400	Medicare Coverage Expense	11,412.11	14,953.00	3,540.89
<b>Total Employee Benefits</b>		<b>\$ 296,243.08</b>	<b>\$ 399,707.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 1,093.68	\$ 2,500.00	\$ 1,406.32
61110	Operating Supplies	17,041.02	29,460.00	12,418.98
61130	Software Maintenance	109,132.52	160,000.00	50,867.48
61205	Interlibrary Loan	771.44	1,500.00	728.56
61210	Small Equipment	1,086.32	7,500.00	6,413.68
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	-
<b>Total Services and Supplies</b>		<b>\$ 135,655.57</b>	<b>\$ 216,610.00</b>	
<b>Total Access Services-290</b>		<b>\$ 1,095,367.65</b>	<b>\$ 1,485,038.00</b>	

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

**General Fund - 100**  
**Collection and Bibliographic Services - 310**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,139,332.00	\$ 1,286,678.00	\$ 147,346.00
51200	Salaries - Part Time	14,122.31	51,582.00	37,459.69
51300	Overtime Pay	16.87	-	-
51600	Longevity Pay	26,366.83	28,910.00	2,543.17
<b>Total Salaries and Wages</b>		<b>\$ 1,179,838.01</b>	<b>\$ 1,367,170.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 390,783.67	\$ 449,449.00	\$ 58,665.33
55200	Group Insurance	220,250.30	292,552.00	72,301.70
55400	Medicare Coverage Expense	19,304.12	21,407.00	2,102.88
<b>Total Employee Benefits</b>		<b>\$ 630,338.09</b>	<b>\$ 763,408.00</b>	
<b>Services and Supplies</b>				
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	56,210.70	110,000.00	53,789.30
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
<b>Total Services and Supplies</b>		<b>\$ 159,974.45</b>	<b>\$ 310,000.00</b>	
<b>Capital Outlay</b>				
81700	Library Books	\$ 9,524,412.70	\$ 13,100,000.00	\$ 3,575,587.30
<b>Total Capital Outlay</b>		<b>\$ 9,524,412.70</b>	<b>\$ 13,100,000.00</b>	
<b>Total Collection and Bibliographic Services-310</b>		<b>\$ 11,494,563.25</b>	<b>\$ 15,540,578.00</b>	

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

**General Fund - 100**  
**Gallery Services - 320**  
**From 07/01/2023 through 05/17/2024**

	<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>			
51100 Salaries - Full Time	\$ 117,147.56	\$ 133,389.00	\$ 16,241.44
<b>Total Salaries and Wages</b>	<b>\$ 117,147.56</b>	<b>\$ 133,389.00</b>	
<b>Employee Benefits</b>			
55100 Employees Retirement	\$ 38,960.62	\$ 44,685.00	\$ 5,724.38
55200 Group Insurance	22,689.72	28,937.00	6,247.28
55400 Medicare Coverage Expense	1,717.76	1,934.00	216.24
<b>Total Employee Benefits</b>	<b>\$ 63,368.10</b>	<b>\$ 75,556.00</b>	
<b>Services and Supplies</b>			
61110 Operating Supplies	\$ 1,815.97	\$ 8,500.00	\$ 6,684.03
61120 Software & User Licenses	-	2,000.00	2,000.00
62800 Travel & Transportation	194.38	3,500.00	3,305.62
62900 Printing & Reproduction	460.55	1,500.00	1,039.45
<b>Total Services and Supplies</b>	<b>\$ 2,470.90</b>	<b>\$ 15,500.00</b>	
<b>Total Gallery Services-320</b>	<b>\$ 182,986.56</b>	<b>\$ 224,445.00</b>	

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

**General Fund - 100**  
**Programming and Venues Services - 330**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,381,294.38	\$ 1,682,396.00	\$ 301,101.62
51200	Salaries - Part Time	290,543.82	335,091.00	44,547.18
51300	Overtime Pay	10,486.05	23,000.00	12,513.95
51600	Longevity Pay	16,070.79	15,562.00	-
<b>Total Salaries and Wages</b>		<b>\$ 1,698,395.04</b>	<b>\$ 2,056,049.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 491,000.20	\$ 603,779.00	\$ 112,778.80
55200	Group Insurance	214,602.27	324,415.00	109,812.73
55400	Medicare Coverage Expense	38,126.39	43,784.00	5,657.61
<b>Total Employee Benefits</b>		<b>\$ 743,728.86</b>	<b>\$ 971,978.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 29,400.07	\$ 30,000.00	\$ 599.93
61120	Software & User Licenses	3,146.64	12,000.00	8,853.36
61210	Small Equipment	28,663.06	64,500.00	35,836.94
61400	Equipment Repair & Maint.	2,254.37	8,000.00	5,745.63
61410	Contracted Services	350,794.02	431,600.00	80,805.98
61500	Rental Expenses	12,477.94	30,000.00	17,522.06
62700	Education & Training	419.00	7,000.00	6,581.00
62800	Travel & Transportation	12,383.20	16,000.00	3,616.80
63000	Dues & Subscriptions	244.16	2,000.00	1,755.84
<b>Total Services and Supplies</b>		<b>\$ 439,782.46</b>	<b>\$ 601,100.00</b>	
<b>Total Programming and Venues Services-330</b>		<b>\$ 2,881,906.36</b>	<b>\$ 3,629,127.00</b>	

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

**General Fund - 100**  
**Community Engagement - 340**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 231,336.93	\$ 373,574.00	\$ 142,237.07
<b>Total Salaries and Wages</b>		<b>\$ 231,336.93</b>	<b>\$ 373,574.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 76,700.99	\$ 125,147.00	\$ 48,446.01
55200	Group Insurance	35,805.95	49,323.00	13,517.05
55400	Medicare Coverage Expense	3,430.36	5,417.00	1,986.64
<b>Total Employee Benefits</b>		<b>\$ 115,937.30</b>	<b>\$ 179,887.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 2,263.13	\$ 10,000.00	\$ 7,736.87
61120	Software & User Licenses	23,167.27	24,000.00	832.73
61210	Small Equipment	11,170.89	35,000.00	23,829.11
61410	Contracted Services	81,850.00	99,000.00	17,150.00
62600	Community Events	1,522.63	5,000.00	3,477.37
62700	Education & Training	695.00	4,000.00	3,305.00
62800	Travel & Transportation	6,032.31	10,000.00	3,967.69
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	950.00	2,000.00	1,050.00
<b>Total Services and Supplies</b>		<b>\$ 127,651.23</b>	<b>\$ 192,000.00</b>	
<b>Total Community Engagement-340</b>		<b>\$ 474,925.46</b>	<b>\$ 745,461.00</b>	

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

**General Fund - 100**  
**Library Operations - 400**  
**From 07/01/2023 through 05/17/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 13,355,215.78	\$ 15,769,695.00	\$ 2,414,479.22
51200	Salaries - Part Time	4,067,013.16	5,833,012.00	1,765,998.84
51300	Overtime Pay	1,836.54	-	-
51600	Longevity Pay	143,112.81	170,662.00	27,549.19
<b>Total Salaries and Wages</b>		<b>\$ 17,567,178.29</b>	<b>\$ 21,773,369.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 4,543,420.09	\$ 5,455,509.00	\$ 912,088.91
55200	Group Insurance	2,361,009.01	3,122,541.00	761,531.99
55400	Medicare Coverage Expense	497,236.59	653,774.00	156,537.41
<b>Total Employee Benefits</b>		<b>\$ 7,401,665.69</b>	<b>\$ 9,231,824.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 430,720.80	\$ 535,680.00	\$ 104,959.20
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	16,362.60	17,616.00	1,253.40
62800	Travel & Transportation	21,935.38	51,000.00	29,064.62
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
<b>Total Services and Supplies</b>		<b>\$ 469,018.78</b>	<b>\$ 612,296.00</b>	
<b>Total Library Operations-400</b>		<b>\$ 25,437,862.76</b>	<b>\$ 31,617,489.00</b>	



# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 04/20/2024 through 05/17/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20202	4/22/2024	10017	CDA Media Relations	April Black Image Ads	\$ 4,000.00
20203	4/22/2024	10129	Fun Express LLC	Supplies for Star Wars Day	98.38
20204	4/22/2024	10228	Sterling Volunteers	Order PUR026099	145.00
20205	4/22/2024	10454	USI Insurance Services LLC	WV: Builders Risk 03/01/24 to 12/31/26	879.00
20206	4/22/2024	10604	Johnson Controls Security Solutions LLC	Various FY24-Burglar-Fire Alarm Monitoring	5,687.06
20207	4/22/2024	10641	Quench USA, Inc.	Various:FY 24-Filtered Drinking Water	1,028.62
20209	4/22/2024	11055	Bryant Rogers	F & A for 04.10.24	40.00
20210	4/22/2024	11065	Pyro Combustion and Controls, Inc.	EV: Boiler Repair	30.50
20211	4/22/2024	11101	Academy Glass Company Inc.	EV: adjust glass door staff chat 137	337.50
20212	4/22/2024	11137	Vital Records Holdings, Inc.	Monthly maint fee March 2024	117.96
20213	4/22/2024	11626	Jay Atwood	Kawai Grand RX-7 (2355510) Main Theater	300.00
20214	4/22/2024	11652	Nathaniel Paul Waugh	F & A for 04.10.24	40.00
20215	4/22/2024	11703	Kathleen Hagen Turner Whiteley	F & A for 04.10.24	40.00
20216	4/22/2024	11724	Greenberg Traurig LLP	Legal Svcs on 3/11/24	407.50
20217	4/22/2024	12045	Eagle Promotions	Foundation bags sold in bookstore	2,890.00
20219	4/22/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	572.25
20221	4/22/2024	1640	Gerald M Welt Chartered	March Legal Svcs	9,150.00
20222	4/22/2024	1742	Ideal Supply Company Inc.	CC - HVAC	224.22
20223	4/22/2024	1757	Ingram Library Services	Books & Materials FY 24	12,330.98
20224	4/22/2024	2098	Moapa Valley Water District	SVC 3/6/24 - 4/9/24 MV	300.83
20225	4/22/2024	2152	Codale Electric Supply Inc	RB - Lighting	50.10
20226	4/22/2024	2307	Progressive Elevator	CC: FY 24 - Elevator Maintenance	795.00
20227	4/22/2024	2533	Suburban Propane - 1487	Propane SVC 4/4/24 MC	2,701.79
20228	4/22/2024	2798	Brodart Co.	Weiss Rating Guides	3,463.32
20229	4/22/2024	2803	Boulevard Trophy	Plaque for Ramaker	148.25
20230	4/22/2024	2809	Water District	SVC Summary Feb/Mar 2024	16,343.76
20231	4/22/2024	2819	CenturyLink Communications, LLC	Service from April 07.24 to May 06.24	2,401.09
20232	4/22/2024	2852	Chem-Aqua, Inc.	EV & RB: FY 24-HVAC Water Treatment	788.27
20233	4/22/2024	2887	Thomson Reuters West Payment Ctr	Reference materials-CCDC and MISD	4,029.98
20234	4/22/2024	4540	Robert Half	Gardiner, Julia WE 04/12/2024	1,679.40
20235	4/22/2024	4604	Brodart Library Supplies & Furnishings	cd and dvd cases	954.50
20236	4/22/2024	4676	Color Reflections	Blanket PO printing thru June 2024	1,018.00
20237	4/22/2024	4782	KNPR/Nevada Public Radio	April/May Ads	5,925.00
20238	4/22/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	166.81
20239	4/22/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	468.95
20241	4/22/2024	6206	Vital LLC	Translation Summer Challenge	500.00
20242	4/22/2024	7687	United Lock and Security, Inc.	SC - Keys Made For ER Cart#2	10.00
20243	4/22/2024	7943	Communication Electronic Systems Inc	FY 24 - Burglar/Fire Alarm Monitoring	130.00
20244	4/22/2024	8122	Staples Advantage Dept LA	Copy paper RB	4,808.03
20245	4/22/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	168.75
20246	4/22/2024	8575	Intermountain Lock and Security Supply	CH- Alarm kit less cylinder	667.55
20247	4/22/2024	8671	Eurie Creative, Inc.	Wish You Were Here	2,200.00
20248	4/22/2024	9101	O'Reilly Auto Parts	Courier's Vehicles & #59	93.13
20249	4/22/2024	9159	Mesquite Lumber /Ace Hardware	MLQ - Painted Playhouse Windowsill	48.15
20250	4/22/2024	9187	Whitney's Water Systems, Inc.	MLQ & MLQC:FY24-Backflow & Grease Trap	1,637.00
20251	4/22/2024	9191	Canon Solutions America, Inc.	Mnthly maint 02.27.24-03.26.24 RB	1,251.85
20252	4/22/2024	9332	Felipe A. Ortiz	F & A for 04.10.24	40.00
20253	4/22/2024	9383	Office Plus	Set of toners LA	7,379.15
20254	4/22/2024	9730	Commercial Lighting Specialties, LLC	WV - Lighting	140.50
20255	4/22/2024	9843	Gen-Tech of Nevada, Inc.	CC& SM: FY 24 - Generator Service	2,237.84
20256	4/29/2024	10785	Empire Digital Signs, LLC	EV:Ann'l Sftwre Lic Rnwll 04/01/24-03/31/25	2,430.00
20257	4/29/2024	10789	Gabriel Parker	Music production classes	1,080.00
20258	4/29/2024	10927	CenturyLink	Service 04.20.24 - 05.19.24	322.98
20259	4/29/2024	11055	Bryant Rogers	Board Comp for 04/11 Mtg	40.00
20260	4/29/2024	11626	Jay Atwood	1980 Kawai Grand GS-30(1147924P)	500.00
20261	4/29/2024	11652	Nathaniel Paul Waugh	Board Comp for 04/11 Mtg	40.00
20262	4/29/2024	11681	Jennifer L. Jiron	Board Comp for 04/11 Mtg	40.00
20263	4/29/2024	11703	Kathleen Hagen Turner Whiteley	Board Comp for 04/11 Mtg	40.00
20264	4/29/2024	12054	Amazon Capital Services, Inc.	Amazon Billing 03/15/24 to 04/14/24	45,114.26
20265	4/29/2024	12302	Elaine Sanchez	Board Comp for 04/11 Mtg	40.00
20266	4/29/2024	12405	Karen L. Dutkowski	Board Comp for 04/11 Mtg	40.00
20267	4/29/2024	12407	Par 3 Landscape and Maintenance Inc	EV: Undeveloped Land Maintenance	19,487.00
20268	4/29/2024	12464	Nationwide Premium Holding	May 2024	790.38
20269	4/29/2024	1429	DC Thomas	BD Rent May 2024 - New contract	1,773.87
20270	4/29/2024	1535	El Mundo	April Purchasing Ad	80.00
20271	4/29/2024	1580	Ferguson Enterprises, LLC	SW - Plumbing Spud & Urinal	369.00
20273	4/29/2024	1837	Johnstone Supply	RB - HVAC	193.29
20274	4/29/2024	1897	Lakeshore Learning Materials	Order PUR025910-Lakeshore supplies for SV YS	1,890.65
20275	4/29/2024	2152	Codale Electric Supply Inc	RB - Lighting	296.17
20276	4/29/2024	2234	Overton Power District #5	SVC 3/8/24 - 4/8/24 MV	198.47
20277	4/29/2024	2362	Refrigeration Supplies Distributor	#56 - Cons./HVAC	446.83
20278	4/29/2024	2471	Silver State Glass & Mirror	Rplce cracked glass panel-Self-Check Out	676.55
20280	4/29/2024	2853	Dick Blick	DB Gold Tkin WC RND	25.00
20282	4/29/2024	2891	AFLAC	April 2024	777.82
20283	4/29/2024	4540	Robert Half	J. Gardiner w/e 4/19/24	1,866.00
20284	4/29/2024	4604	Brodart Library Supplies & Furnishings	supplies	948.11
20285	4/29/2024	4676	Color Reflections	Blanket PO printing thru June 2024	2,193.50
20286	4/29/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	131.76
20287	4/29/2024	6704	Schneider Electric	Various: FY 24 - DDC Controls Q1	9,968.50
20288	4/29/2024	7371	EnvisionWare, Inc.	SV replacement gate	2,414.00
20289	4/29/2024	7687	United Lock and Security, Inc.	SV - Lock & Key	10.50
20290	4/29/2024	7943	Communication Electronic Systems Inc	FY 24 - Burglar/Fire Alarm Monitoring	595.00
20291	4/29/2024	8122	Staples Advantage Dept LA	Supplies EN	14,753.57
20292	4/29/2024	8354	Gruber Technical Inc.	Various: FY 24 - UPS PM Service	4,977.50
20293	4/29/2024	8501	The Original Roofing Company	SV: Roof Repairs	4,240.00
20294	4/29/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	168.75
20295	4/29/2024	8575	Intermountain Lock and Security Supply	SV - Emergency Exit	153.52
20296	4/29/2024	9159	Mesquite Lumber /Ace Hardware	MLQ - Door Stop Kick Down Style	8.99
20297	4/29/2024	9191	Canon Solutions America, Inc.	Mnthly maint 02.29.24 - 03.30.24 CC Ltrcy	3,752.83
20299	4/29/2024	9287	Otis Elevator Company	WM: FY 24 - Elevator Maintenance	900.49
20300	4/29/2024	9332	Felipe A. Ortiz	Board Comp for 04/11 Mtg	40.00
20301	4/29/2024	9383	Office Plus	3 black toners RB	2,690.35
20302	4/29/2024	9454	Apple Inc.	iPads	5,896.00

# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 04/20/2024 through 05/17/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20303	4/29/2024	9483	Tecre Co., Inc.	Button machine	618.89
20304	4/29/2024	9631	Elliott's Sewer & Drain	Various: FY 24 -Misc Plumbing Repairs	137.75
20306	4/29/2024	9730	Commercial Lighting Specialties, LLC	CC - Lighting	159.50
20307	4/29/2024	9827	Vision Sign Inc.	SM&SV:FY24-Sign Maintenance	210.00
20308	4/29/2024	9907	Principal Life Insurance Company	May 2024	31,172.05
20310	5/6/2024	10129	Fun Express LLC	Summer Challenge Tween Monster Club	483.74
20311	5/6/2024	10162	CenturyLink	Local Service from 04.24.24 to 05.23.24	137.51
20312	5/6/2024	10179	Safe and Secure Alarms and Video	WC: FY 24-Burglar Alarm Monitoring	54.00
20313	5/6/2024	10212	Virgin Valley Water District	SVC 3/20/24 - 4/20/24 MQLC	1,121.09
20314	5/6/2024	10535	Johnson Controls Fire Protection LP	EN: FY 24 - Fire Alarm Tests/Insp	159.50
20315	5/6/2024	10737	Imagination Playground LLC	Bag with wheels	385.86
20316	5/6/2024	10834	Brittany Mangelson	April Board Mtgs	355.25
20317	5/6/2024	10877	Playaway Products, LLC	Books	769.35
20318	5/6/2024	11626	Jay Atwood	Piano tuning	270.00
20320	5/6/2024	1180	Baron Pest Solutions, Inc.	LA: FY 24 - Pest Control	47.00
20321	5/6/2024	12045	Eagle Promotions	Star Wars Day t-shirts	804.25
20324	5/6/2024	1457	Demco, Inc.	Order PUR026122	184.67
20325	5/6/2024	1757	Ingram Library Services	Books & Materials FY 24	35,396.67
20326	5/6/2024	1897	Lakeshore Learning Materials	Small Equipment Treehouse	488.05
20327	5/6/2024	2152	Codale Electric Supply Inc	WM - Ballast Lighting	2,158.60
20328	5/6/2024	2234	Overton Power District #5	SVC 3/22/24 - 4/22/24 MT	130.08
20329	5/6/2024	2567	Teamsters Local Union #14	Union Dues - May 2024	12,907.00
20330	5/6/2024	2698	Virgin Valley Disposal	SVC 4/1/24 - 4/30/24 MQ	126.40
20332	5/6/2024	2860	Las Vegas Review Journal	Bid No. 24-11 - Legals CLS	350.10
20333	5/6/2024	3770	Cox Communications of Las Vegas	Service 04.17.24 - 05.16.24	30,996.52
20335	5/6/2024	4540	Robert Half	J. Gardiner w/e 4/26/24	1,866.00
20336	5/6/2024	4604	Brodart Library Supplies & Furnishings	300 dvd single cases	630.00
20337	5/6/2024	4649	H & E Equipment Services Inc.	Annual Lift Training	1,620.00
20338	5/6/2024	7687	United Lock and Security, Inc.	Various FY24-Misc Lock/Key Services	649.00
20339	5/6/2024	8010	Allied Universal Security Services	Various: FY 24 Security - On-Site	182,093.46
20340	5/6/2024	8122	Staples Advantage Dept LA	Classpack dough CC	16,224.56
20341	5/6/2024	8155	Las Vegas Clark County Library District Foundation	Book Store sales Mar 2024	45,785.84
20342	5/6/2024	8437	Super Cleaners	Dry Cleaning- Table Cloths	170.00
20343	5/6/2024	9074	Statewide Fire Protection - Western States	CH & WM:FY 24-Fire Sprinkler Tests/Insp	250.00
20344	5/6/2024	9287	Otis Elevator Company	WM: Fire Elevator Testing	1,275.00
20345	5/6/2024	9383	Office Plus	Toner - CRTDG,LSR,BK,HP 655A	2,586.18
20346	5/6/2024	9431	B&H Photo-Video	Podium for SV	579.43
20347	5/6/2024	9454	Apple Inc.	ASA Small Equip - Ipad Mini	2,033.00
20348	5/6/2024	9553	Ashworth and Belcastro Systems (ABS)	SU: Replace (5) FACP Batteries	520.00
20349	5/6/2024	9649	Freeman's Carpet Service, Inc.	WM:Install metal on top of walk-off mat	543.42
20351	5/13/2024	10017	CDA Media Relations	Black Image May purchasing ad	4,350.00
20352	5/13/2024	10129	Fun Express LLC	Ocean theme	749.03
20353	5/13/2024	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC:FY24-Landscape Maintenance	800.00
20354	5/13/2024	10231	Janet Mikealson-Lenox	Art and Music Festival - Face painting	1,100.00
20355	5/13/2024	11055	Bryant Rogers	May Special Mtg Comp	40.00
20356	5/13/2024	11062	Blue Planet Lighting, Inc.	Radiance Hazer and Haze fluid	3,702.00
20357	5/13/2024	11101	Academy Glass Company Inc.	WM: Broken Window	2,680.00
20358	5/13/2024	11137	Vital Records Holdings, Inc.	Monthly maintenance fee April 2024	112.86
20359	5/13/2024	11626	Jay Atwood	2000 Kawai Grand RX-7 (2379839) Stage	470.00
20360	5/13/2024	11652	Nathaniel Paul Waugh	May Special Mtg Comp	40.00
20361	5/13/2024	11681	Jennifer L. Jiron	May Special Mtg Comp	40.00
20362	5/13/2024	11685	Main-G, Inc.	CH,EV,WC: Backflow Repairs	1,305.00
20363	5/13/2024	11703	Kathleen Hagen Turner Whiteley	May Special Mtg Comp	40.00
20364	5/13/2024	11724	Greenberg Traurig LLP	April Legal Svcs	3,015.50
20365	5/13/2024	11895	OrangeBoy, Inc.	Summer Challenge Brochure Mailing	73,654.00
20366	5/13/2024	11984	Victig Background Screening	6 Pre-empl Work/Ed History	766.24
20367	5/13/2024	1201	Best Janitorial Services of Nevada	Various: FY24-Janitorial Service	157,132.20
20368	5/13/2024	12045	Eagle Promotions	Blanket PO BAM swag thru June 2024	16,167.00
20370	5/13/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	535.30
20371	5/13/2024	12361	Royal Pacific of Las Vegas LLC	Outreach Swag	10,000.00
20372	5/13/2024	12405	Karen L. Dutkowski	May Special Mtg Comp	40.00
20373	5/13/2024	1429	DC Thomas	May rent bal due (tax increase)	35.35
20374	5/13/2024	1580	Ferguson Enterprises, LLC	#42 - Plumbing Stock	410.66
20375	5/13/2024	1623	HRdirect/G Neil Companies	Order PUR026406	1,747.25
20376	5/13/2024	1640	Gerald M Welt Chartered	April Legal Svcs	11,175.00
20377	5/13/2024	1757	Ingram Library Services	Books & Materials FY 24	9,252.50
20378	5/13/2024	1837	Johnstone Supply	#56 HVAC Nitrogen, Acetylene & Oxygen	63.42
20379	5/13/2024	1854	Kamer Zucker Abbott	Attorney Legal Fees April 2024	5,280.00
20380	5/13/2024	1897	Lakeshore Learning Materials	Carpet	312.55
20381	5/13/2024	2215	OCLC Inc.	IFM debits 4/1/24-4/30/24	317.94
20382	5/13/2024	2234	Overton Power District #5	SVC 4/1/24 - 5/1/24 MQLC	1,896.34
20383	5/13/2024	2362	Refrigeration Supplies Distributor	#56 - HVAC Nitrogen	229.98
20384	5/13/2024	2486	Sonitrol Of Southern NV	FY24-Burglar/Fire/Panic Button Repair	460.34
20386	5/13/2024	2798	Brodart Co.	Library Books & Materials FY 2024	40,802.74
20387	5/13/2024	2799	CDW Government Inc.	Repl. printer for CBS and spare	2,770.66
20388	5/13/2024	2914	Iron Mountain	FY 2024 Service	610.13
20389	5/13/2024	3300	ProQuest LLC	Genealogy Bundle 6/1/24-5/31/25	64,451.88
20390	5/13/2024	3324	Rio Virgin Telephone Co.	Service 05/01/2024 to 05/31/2024	469.79
20391	5/13/2024	3355	Teamsters Security Fund S. Nevada	May 2024	422,047.32
20393	5/13/2024	4517	Fingerprint Pros, Inc.	7 Pre-employment fingerprints	413.00
20394	5/13/2024	4522	Quest Diagnostics	6 pre-employment drug tests	240.30
20395	5/13/2024	4540	Robert Half	J. Gardiner w/e 4/26/24	1,866.00
20396	5/13/2024	4676	Color Reflections	Blanket PO printing thru June 2024	12,115.75
20397	5/13/2024	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - May 2024	6,836.01
20398	5/13/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	272.77
20399	5/13/2024	6206	Vital LLC	Translation - SC Press release	385.00
20400	5/13/2024	6646	Aqua Serv Engineers, Inc.	Various: FY24-Water Treatment	1,441.47
20401	5/13/2024	6777	Mailmax Mailing Solutions, LLC	rtidiq-Mailrm Tracking 05/01/24-04/30/25	2,499.00
20402	5/13/2024	7188	Innovative Interfaces, Inc.	Skyriver eMARC April 24 1378 records	1,033.50
20403	5/13/2024	8010	Allied Universal Security Services	Various: FY 24 Security - On-Site	23,098.96
20404	5/13/2024	8122	Staples Advantage Dept LA	Supplies WH	13,098.47
20405	5/13/2024	8438	Carrier Corporation	SM: Cooling Tower Repairs	511.00
20406	5/13/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	433.75

# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 04/20/2024 through 05/17/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20407	5/13/2024	8565	WT Cox Information Services	Order PUR023218	77.00
20408	5/13/2024	8585	Button Boy NV LLC	Summer Challenge Buttons	945.00
20409	5/13/2024	8593	American Sign Language Communication	Interpreting Services	1,080.00
20410	5/13/2024	8637	LYRASIS	Lyrasis Membership	2,500.00
20411	5/13/2024	8671	Eurie Creative, Inc.	Freelance design	2,500.00
20412	5/13/2024	9101	O'Reilly Auto Parts	#34 Battery & Core POOL Vehicle	291.14
20413	5/13/2024	9191	Canon Solutions America, Inc.	Mnthly maint 03.31.2024 - 04.29.2024 WM	3,260.58
20414	5/13/2024	9332	Felipe A. Ortiz	May Special Mtg Comp	40.00
20415	5/13/2024	9383	Office Plus	Black, yellow toner EN	4,006.32
20416	5/13/2024	9454	Apple Inc.	iPad SV	628.00
20417	5/13/2024	9483	Tecre Co., Inc.	Round Button Machine	293.45
20420	5/13/2024	9821	Liquid Courage	4/26/24 Tales & Cocktails Event	1,553.28
94140	5/2/2024	12333	In-House Production	CC Rigging repairs	2,321.96
94141	5/2/2024	12378	Thomas S Klise Company	Order PUR026332	607.19
94142	5/2/2024	12414	Monkey Mind Management LLC	Yoga for Life Contract - April 2024	1,100.00
94143	5/2/2024	12444	Peter Fand	Lumiere Noir WM concert 4-27-24	1,800.00
94144	5/2/2024	12530	California State Disbursement Unit	Mandated Court Payment	28.93
94145	5/2/2024	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
94146	5/2/2024	1991	Lowe's Improvement	MAR - APR 2024 - Operating Sm Equip	1,088.11
94147	5/2/2024	2097	Moapa Valley Telephone Co. Inc.	Service 04.26.24 - 05.25.24	304.04
94148	5/2/2024	2117	Multi-Cultural Books & Videos, Inc.	Order PUR026317	3,522.91
94149	5/2/2024	2494	Southwest Gas Corp.	SVC 3/23/24 - 4/22/24 CH	6,005.74
94151	5/2/2024	2838	Verizon Wireless	Service 03.21.24 - 04.20.24	2,872.52
94152	5/2/2024	3383	Home Depot Credit Services	Mar-Apr 2024 Operating & Small Equipment	2,217.29
94153	5/2/2024	3495	GFOA	Membership renewal 4/1/24-3/31/25	500.00
94154	5/2/2024	3893	Computype, Inc.	20 spine label kits	1,903.48
94155	5/2/2024	5026	Nevada State Treasurer	mandated Court Payment	2.00
94156	5/2/2024	6817	Reliance Connects	Svcs 05.01.24 - 05.31.24 Bus Office	1,518.36
94157	5/2/2024	7740	Gaudin Ford	#37 & #43 - Retainers for both	28.62
94158	5/2/2024	8441	Lego Education	Small Equipment LEGO Set	399.95
94159	5/10/2024	10229	Marion Siguenza	RB Superhero Con	285.00
94160	5/10/2024	10233	Elizabeth Schwartz	Passport Phone Tree	1,100.00
94161	5/10/2024	10253	Elizabeth Ann Foyt	May Special Mtg Comp	40.00
94162	5/10/2024	10336	Opera Las Vegas	WC Opera Las Vegas 2024	1,300.00
94163	5/10/2024	10389	The Firm	Blanket PO the Firm PR Svc Nov 23-June24	3,607.50
94164	5/10/2024	10458	4imprint Inc.	Swag - Outreach & Summer Challenge	42,039.66
94165	5/10/2024	10633	Anthony R. Maldonado	WC Screenwriting Workshops 2024	300.00
94166	5/10/2024	10742	The Dr Shirley Linzy Young Artists Orchestra of LV	String Quartet Star Wars Day SW 5.4.24	2,350.00
94167	5/10/2024	10900	Asian Journal Publications	Asian Journal Ads April	3,200.00
94168	5/10/2024	11076	Quadient, Inc.	Meter Rental 05/25/24-8/24/24	180.00
94169	5/10/2024	11589	Greenspun Media Group, LLC	Blanket PO for ads thru June 2024	9,000.00
94170	5/10/2024	11715	Michael Klein	Guitar Ensemble Performance SW 12-09-23	800.00
94171	5/10/2024	11793	STEP CG, LLC	E-Rate non eligible balance due	1,842.08
94172	5/10/2024	11813	ASSA ABLOY Entrance Systems US Inc	Various: FY 24 Misc Door Repairs	567.45
94173	5/10/2024	11859	Hyena-Empire Studio Inc.	Chalk Artist (CF)	200.00
94174	5/10/2024	11873	Nicole Kim	Art & Music Festival-Watercolor Wrkshp	250.00
94175	5/10/2024	11916	GB Auto Service, Inc.	#50-LOF,Oil Filter,Tires Rotated & MPI	169.96
94176	5/10/2024	11935	Work Institute, LLC	Monthly Maintenance Fee April 2024	442.50
94177	5/10/2024	12024	Pink Kitty Creative	Freelance design	900.00
94179	5/10/2024	12135	Natalie Daniel	maid cafe cosplay performances-deposit	2,000.00
94180	5/10/2024	12137	Gina Parham	Art and Music Festival - Zine Workshop	300.00
94181	5/10/2024	12179	JaeAna Bernhardt	SW - 6 Sound Healing Classes	100.00
94182	5/10/2024	12191	CHUBB	April 2024	993.76
94184	5/10/2024	12388	Dwight White	Vegan Fest May 2024	600.00
94185	5/10/2024	12419	David Becker Photography Inc	May the 4th Photography	400.00
94186	5/10/2024	12447	Michael Angelo Castelo	RB Superhero Con	300.00
94187	5/10/2024	12451	MacJac Productions LLC	Now I Get It	6,000.00
94188	5/10/2024	12452	Relax Inc dba	Leadership-Team Development	32,000.00
94189	5/10/2024	12468	HAP LLC	RB Superhero Con	385.00
94190	5/10/2024	12502	Aodan Coyne	Socks in the Frying Pan DW 5.2024	6,000.00
94191	5/10/2024	12527	MBaHeru M. AhauAkhet	Vegan Fest May 2024	1,000.00
94192	5/10/2024	12528	William H. Hummons, Jr.	Vegan Fest May 2024	2,000.00
94193	5/10/2024	12535	Genevieve DeMerchant	FRÄNDER - Deposit	6,250.00
94194	5/10/2024	12539	Nathan Royal	50th Anniversary Host West Vegas-REVISED	1,500.00
94195	5/10/2024	12541	1989 Dreams Productions	Stage Play June 2024	2,500.00
94196	5/10/2024	12544	Mariana Aida Soto	Polynesian Dance WC,WH,WM	2,250.00
94197	5/10/2024	12795	David Tovar	Art and Music Festival - DJ and Emcee	300.00
94198	5/10/2024	12796	Culture Shock Las Vegas, Inc.	Art and Music Festival - Dance Group	550.00
94199	5/10/2024	12798	Victoria Scott	Art and Music Festival - Performance	250.00
94200	5/10/2024	12799	Jan Rachel Sicam	Art and Music Festival - Musical Artist	250.00
94202	5/10/2024	12811	Stephanie Amon	Chalk Artist	200.00
94203	5/10/2024	12816	Quinci James	Art and Music Festival performance	250.00
94204	5/10/2024	2159	AT&T SBC	Service 04.25.24 - 05.24.24	380.54
94205	5/10/2024	2494	Southwest Gas Corp.	SVC 3/28/24 - 4/25/24 SW	11,728.03
94207	5/10/2024	2837	Republic Services # 620	Recycle SVC 5/1/24 - 5/31/24 WM	7,463.20
94209	5/10/2024	4117	Television Monitoring Services, Inc.	Blanket PO media thru June 2024	600.00
94210	5/10/2024	4467	Peggy Ruesch	Bluegrass Music Performance-90 minutes	700.00
94211	5/10/2024	5246	Kelly D. Benavidez	May Special Mtg	40.00
94212	5/10/2024	8192	AT&T	Service 05.01.24-05.31.24	84.29
94213	5/10/2024	9966	The Sherwin-Williams Co.	SW-Painting Fixed Flacking on the Ceiling	168.68
94214	5/10/2024	10175	Claude Bourbon	Musical Performance at SW 6/6/23	1,500.00
94216	5/17/2024	10336	Opera Las Vegas	Billy Goats Gruff at WM 5.9.24	1,200.00
94217	5/17/2024	10726	Folias Music LLC	Guitar and Flute Duo	1,200.00
94218	5/17/2024	10802	Verdek LLC	Comm Network/Assure 07/01/24-06/30/25	4,570.00
94219	5/17/2024	10872	Radioactive Productions	Blanket PO for videos thru June 2024	825.00
94220	5/17/2024	10977	Epic Worldwide LLC	Summer Challenge 2024 Graphics #60 & #62	2,256.00
94221	5/17/2024	11589	Greenspun Media Group, LLC	Blanket PO for ads thru June 2024	5,500.00
94222	5/17/2024	11906	Dirk Kleutgens	SW Live Performance & Guitar Clinic	1,000.00
94223	5/17/2024	11916	GB Auto Service, Inc.	#54 - Semi-Annual Auto Service	59.98
94224	5/17/2024	12193	Robert J. Leppke Jr.	freelance design April 24	1,722.50
94225	5/17/2024	12270	Huu Bac Quach	2 performances & 1 video shoot	10,500.00
94227	5/17/2024	12418	Stoked On Printing Ltd	Teen Empowerment shirts	1,254.69
94228	5/17/2024	12419	David Becker Photography Inc	Kelvin Nat Blk & Latin Award Photos	400.00

# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 04/20/2024 through 05/17/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
94230	5/17/2024	12530	California State Disbursement Unit	Mandated Court Payment	28.93
94231	5/17/2024	12538	Secure Entertainment	Mq XBOX Security Storage	149.94
94232	5/17/2024	12550	Doctor Moses Jobe	Refund lost book rtnd	23.00
94233	5/17/2024	12552	Unrelenting Media, Inc.	Advertorial - Urban Voice	4,750.00
94237	5/17/2024	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
94238	5/17/2024	2175	NV Energy	SVC Summary April 2024	101,694.54
94239	5/17/2024	2494	Southwest Gas Corp.	SVC 3/30/24 - 4/29/24 BD	1,243.81
94240	5/17/2024	4117	Television Monitoring Services, Inc.	Blanket PO media thru June 2024	50.00
94242	5/17/2024	5026	Nevada State Treasurer	Mandated Court Payment	2.00
94243	5/17/2024	6107	USITT, Inc	USITT Membership	29.16
94244	5/17/2024	9141	Springshare, LLC	Libinsight Order FY24	3,499.00
94245	5/17/2024	9426	Rapid Color, Inc.	Blanket PO printing June 2024	2,565.00
94246	5/17/2024	9747	Commercial Van Interiors	#57: Rooftop Ladder Rack Repair	407.85
94247	5/17/2024	9943	Catherine Maihen	SM AAPIHM 24	1,800.00
94248	5/17/2024	12803	Fritz Cooper	Teen Empowerment - DJ	500.00
94249	5/17/2024	12259	Mastering Mindsets Las Vegas	Teen Empowerment Key Note Speaker	1,500.00
Total 100 - General Fund					\$ 1,863,623.41

Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Grant Fund - 220  
From 04/20/2024 through 05/17/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20272	4/29/2024	1627	Cengage Learning, Inc.	SO Lit Foundations	\$ 1,600.00
20291	4/29/2024	8122	Staples Advantage Dept LA	Supplies EN	554.02
20309	4/29/2024	9935	Burlington English Inc.	April - 100 seats	9,600.00
20331	5/6/2024	2799	CDW Government Inc,	Projector - ALP	2,523.47
20340	5/6/2024	8122	Staples Advantage Dept LA	Classpack dough CC	246.30
20392	5/13/2024	3770	Cox Communications of Las Vegas	Invoice PI039586	124,173.00
20404	5/13/2024	8122	Staples Advantage Dept LA	Supplies WH	5.55
94178	5/10/2024	12062	Essential Education	HiSet Acad bundle	3,400.00
94229	5/17/2024	12450	Roseman University of Health Sciences	4/15/24 #GetCarded for Health Present	2,500.00
Total 220 - Grant Fund					\$ 144,602.34

Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Gift Fund - 230

From 04/20/2024 through 05/17/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20203	4/22/2024	10129	Fun Express LLC	Supplies for Star Wars Day	\$ 418.14
20208	4/22/2024	10834	Brittany Mangelson	Foundation Special meeting 3/19/24	640.00
20218	4/22/2024	12086	Book Depot Inc.	Lil' Learner Books May and June 2024	3,761.14
20244	4/22/2024	8122	Staples Advantage Dept LA	Copy paper RB	198.47
20291	4/29/2024	8122	Staples Advantage Dept LA	Supplies EN	363.17
20325	5/6/2024	1757	Ingram Library Services	Books & Materials FY 24	855.69
20340	5/6/2024	8122	Staples Advantage Dept LA	Classpack dough CC	1,141.95
20369	5/13/2024	12086	Book Depot Inc.	Lil' Learner Books	816.54
94226	5/17/2024	12362	Zahir Castrejon	BBTTC Robotics Mentor	3,400.00
Total 230 - Gift Fund					\$ 11,595.10

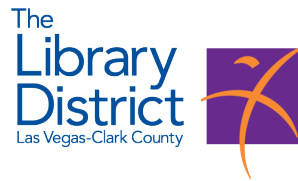


Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Capital Projects Fund - 510  
From 04/20/2024 through 05/17/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20205	4/22/2024	10454	USI Insurance Services LLC	WV: Builders Risk 03/01/24 to 12/31/26	\$ 71,467.00
20220	4/22/2024	12407	Par 3 Landscape and Maintenance Inc	WM: Install Olive Tree 36"	1,337.50
20240	4/22/2024	6147	DG Koch Associates, LLC	RB: Coil Replacement	4,400.00
20243	4/22/2024	7943	Communication Electronic Systems Inc	FY 24 - Burglar/Fire Alarm Monitoring	6,335.08
20279	4/29/2024	2686	Simply Covered, Inc.	Recover 55 Acoustical Panels	11,980.00
20281	4/29/2024	2860	Las Vegas Review Journal	Legals-CLS: BID 24-09 WH	337.95
20298	4/29/2024	9226	LGA	SV: Library Refresh	3,011.25
20305	4/29/2024	9648	Bailey Kennedy LLP	WV: New Market Tax Credit Program 2024	27,047.50
20322	5/6/2024	12407	Par 3 Landscape and Maintenance Inc	WV: Clear ground for groundbreaking	2,425.29
20323	5/6/2024	12827	Hypertec USA, Inc.	TPS: Bid 24-08 - Projectors	31,587.80
20334	5/6/2024	4224	DataPLUS Communications	EV:2 Cameras Hanwha PNM-9022V P-Series 8MP	2,598.00
20350	5/6/2024	9758	ConvergeOne, Inc.	Phone system upgrade & migration	20,915.00
20385	5/13/2024	2686	Simply Covered, Inc.	Reupholster 2 club chairs SM	1,050.00
20418	5/13/2024	9489	Teledata Technologies	WM Cabling 2nd Floor & People Counter	6,653.00
20419	5/13/2024	9648	Bailey Kennedy LLP	WV: New Market Tax Credit Program 2024	2,106.50
94150	5/2/2024	2726	Welles Pugsley Architects LLP	EN: Refresh - Consulting	7,300.00
94152	5/2/2024	3383	Home Depot Credit Services	Mar-Apr 2024 Operating & Small Equipment	59.55
94234	5/17/2024	12787	Xtivia, Inc.	For Monday.com impl. & trg.	3,400.00
94235	5/17/2024	12831	DynTek Services, Inc.	Repl. EOL wireless sys. via BEAR E-Rate	410,083.04
94236	5/17/2024	12836	KOR Building Group, LLC	EN Refresh - Bid No. 24-07	159,066.81
94241	5/17/2024	4678	Berger Transfer & Storage, Inc.	SV & EN: Book Cart Rental for Refresh	1,350.00
Total 510 - Capital Projects Fund					\$ 774,511.27
Total - All Funds					<u>\$ 2,794,332.12</u>



## ITEM VI.A.3.a.

## MEMORANDUM

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

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

**DATE:** June 30, 2024

**SUBJECT:** Financial Services Report, July 2024

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

### Administration

- Welcomed our new Accountant, **Amy Lin**
- Published the Annual Financial Report of the General Fund per Nevada Administrative Code (NAC) requirements
- **Floresto Cabias** attended The Library District Foundation Special Board Meeting
- **Floresto Cabias** participated in a Site Visit at the East Las Vegas Library to provide a tour for New Markets Tax Credit Community Development Entities interested in supporting the West Las Vegas Library Project
- **Floresto Cabias** evaluated a *Workday* financial system demo meeting with **Lien Thai**, **Martha Ford**, and **Cherrie DeLaney**
- **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 (\$4.1M for the month of June)
- Performed branch inventories
- Performed cash flow analysis
- Performed all payroll related duties, including PERS report
- Performed all accounts payable duties
- Performed all accounts receivable duties, including collections for overdue accounts
- Prepared year-to-date detail transaction reports for each location/department
- Reviewed and reconciled outstanding invoices
- Reconciled daily cash reports received from branches to bank deposits
- Provided detailed budget status for staff as requested

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



## MEMORANDUM

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

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

**DATE:** June 30, 2024

**SUBJECT:** Financial Services Report, July 2024

Enclosed are the budget status reports for June 2024. General fund revenues show 94% of budgeted revenues collected.

### **Property Tax Revenues**

As of June 21, 2024, the District collected \$63.4M 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 76% 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 May 31, 2024, represents CTX from the month of March 2024. The \$2.9M collected is 3% higher than the amount collected for the same month last fiscal year. So far this fiscal year the CTX are averaging a 4% increase compared to the same period in the prior year, and is on track to meet budget expectations for FY 2024.

### **Expenditures**

The General Fund has spent 83% of the allocated budget for FY 2024, which is on pace to meet budget expectations. Staff expects total expenditures to total \$7.5M less than budgeted for FY 2024. See the summary of expenditures by department in the reports below.

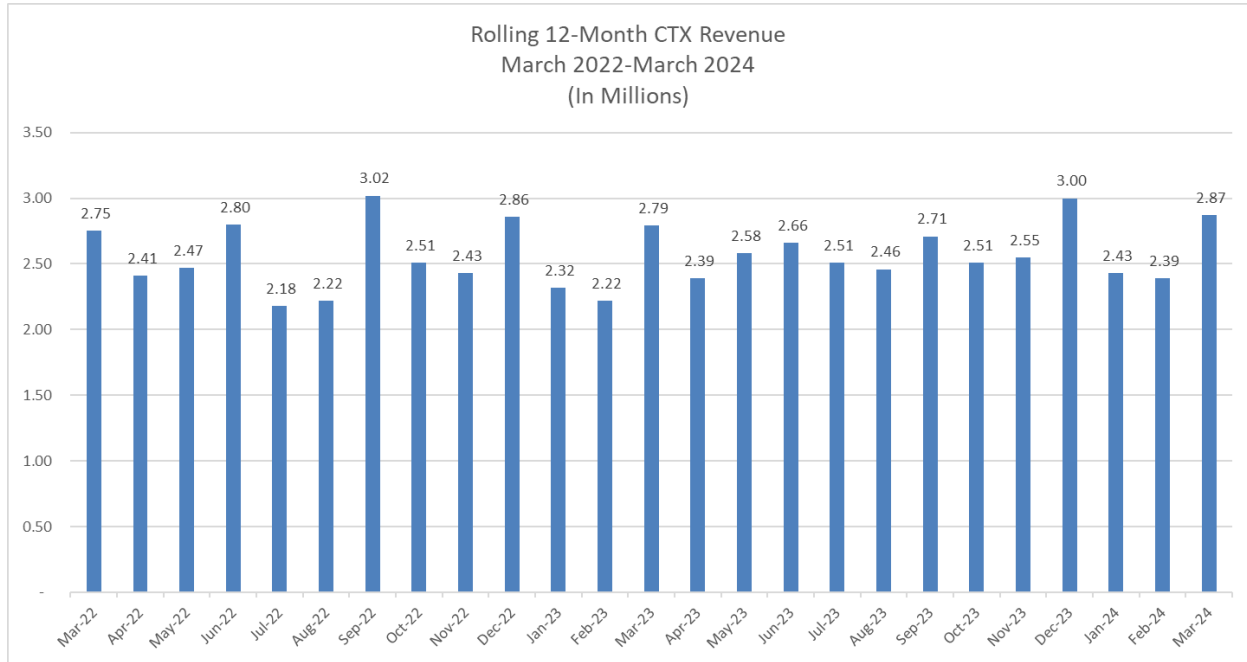
### **Ending Fund Balance**

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.

## Financial Services Report

Page 2



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	2,868,464.77	2.88%
April	2,389,406.31		
May	2,578,879.06		
June	2,661,784.24		
<b>TOTAL</b>	<b>30,171,433.73</b>	<b>23,389,564.31</b>	

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

**General Fund - 100**  
**From 07/01/2023 Through 06/21/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Tax Revenue	\$ 63,388,648.43	\$ 61,629,920.00	\$ -	-
Intergovernmental Revenue	24,033,937.65	31,443,860.00	7,409,922.35	23.57%
Charges for Services	566,010.84	1,000,000.00	433,989.16	43.40%
Miscellaneous	1,712,812.96	1,060,000.00	-	-
<b>Total Revenues</b>	<b>\$ 89,701,409.88</b>	<b>\$ 95,133,780.00</b>		
<b>Expenditures</b>				
Salaries	\$ 32,831,766.53	\$ 38,647,658.00	\$ 5,815,891.47	15.05%
Benefits	14,269,779.17	17,451,171.00	3,181,391.83	18.23%
Supplies & Services	15,036,191.30	18,703,971.00	3,667,779.70	19.61%
Capital Outlay	10,891,852.27	13,100,000.00	2,208,147.73	16.86%
<b>Total Expenditures</b>	<b>\$ 73,029,589.27</b>	<b>\$ 87,902,800.00</b>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>\$ 16,671,820.61</b>	<b>\$ 7,230,980.00</b>		



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

**General Fund - 100**  
**Year to Date 7/1/2023 Through 6/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>	<b>Percent Budget Remaining</b>
110	Administration - Executive	\$ 736,552.69	\$ 856,213.00	\$ 119,660.31	13.98%
120	Administration - Library Operations	1,697,054.97	2,080,156.00	383,101.03	18.42%
200	Financial Services	1,939,348.13	2,151,493.00	212,144.87	9.86%
215	Community Outreach	568,085.48	751,492.00	183,406.52	24.41%
216	Youth Services	448,798.47	626,538.00	177,739.53	28.37%
217	Adult Services	287,831.03	452,163.00	164,331.97	36.34%
220	Development	487,611.74	764,417.00	276,805.26	36.21%
240	General Services	10,789,321.37	12,212,958.00	1,423,636.63	11.66%
250	Human Resources	2,028,828.87	3,039,736.00	1,010,907.13	33.26%
251	HR-Work Insurance	1,180,929.31	1,501,744.00	320,814.69	21.36%
260	Information Technology	4,132,688.75	4,876,342.00	743,653.25	15.25%
270	Literacy Services	227,834.93	2,105,386.00	1,877,551.07	89.18%
280	Branding and Marketing	2,758,288.84	3,242,024.00	483,735.16	14.92%
290	Access Services	1,187,062.42	1,485,038.00	297,975.58	20.07%
310	Collection and Bibliographic Services	13,010,299.46	15,540,578.00	2,530,278.54	16.28%
320	Gallery Services	200,236.49	224,445.00	24,208.51	10.79%
330	Programming and Venues Services	3,139,228.69	3,629,127.00	489,898.31	13.50%
340	Community Engagement	522,398.05	745,461.00	223,062.95	29.92%
400	Library Operations	27,687,189.58	31,617,489.00	3,930,299.42	12.43%
<b>Total</b>		<b>\$ 73,029,589.27</b>	<b>\$ 87,902,800.00</b>		

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

**General Fund - 100**  
**Library Operations - Dept 400**  
**Year to Date 7/1/2023 Through 06/21/2024**

	YTD Actual	Budget	Budget Balance Remaining	Percent Budget Remaining
100 Blue Diamond Library	\$ 140,770.09	\$ 155,745.00	\$ 14,974.91	9.62%
110 Bunkerville Library	133,197.12	148,398.00	15,200.88	10.24%
120 Clark County Library	2,685,927.37	3,020,555.00	334,627.63	11.08%
130 Enterprise Library	1,428,643.59	1,719,983.00	291,339.41	16.94%
140 Goodsprings Library	99,123.20	100,026.00	902.80	0.90%
160 Indian Springs Library	145,839.93	183,824.00	37,984.07	20.66%
180 Laughlin Library	679,314.95	795,301.00	115,986.05	14.58%
190 Mesquite Library	1,111,182.77	1,347,002.00	235,819.23	17.51%
200 Moapa Town Library	117,511.08	143,048.00	25,536.92	17.85%
210 Moapa Valley Library	351,755.89	377,164.00	25,408.11	6.74%
220 Mount Charleston Library	116,760.88	123,744.00	6,983.12	5.64%
230 Rainbow Library	1,897,701.87	2,083,003.00	185,301.13	8.90%
240 Sahara West Library	2,550,694.05	2,809,692.00	258,997.95	9.22%
250 Sandy Valley Library	138,937.90	146,564.00	7,626.10	5.20%
260 Searchlight Library	119,098.70	127,251.00	8,152.30	6.41%
270 Spring Valley Library	1,634,091.77	1,981,743.00	347,651.23	17.54%
280 Summerlin Library	1,463,910.60	1,632,199.00	168,288.40	10.31%
290 Sunrise Library	1,538,494.23	1,709,642.00	171,147.77	10.01%
300 West Charleston Library	1,778,331.73	1,977,411.00	199,079.27	10.07%
310 West Las Vegas Library	1,679,646.41	1,893,563.00	213,916.59	11.30%
320 Whitney Library	1,478,375.98	1,753,818.00	275,442.02	15.71%
360 Meadows Library	152,233.13	172,585.00	20,351.87	11.79%
370 Centennial Hills Library	1,932,556.08	2,156,434.00	223,877.92	10.38%
380 Windmill Library	1,959,283.32	2,164,055.00	204,771.68	9.46%
390 East Las Vegas Library	1,926,012.14	2,270,824.00	344,811.86	15.18%
605 City Misdemeanant	173,340.15	203,063.00	29,722.85	14.64%
610 Clark County Detention Dept.	254,454.65	420,852.00	166,397.35	39.54%
<b>Total</b>	<b>\$ 27,687,189.58</b>	<b>\$ 31,617,489.00</b>		

Regular Board of Trustees Meeting- July 11, 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 06/21/2024**

				Dollar Budget Amount	Percent Budget
	YTD Actual	Budget	Remaining	Remaining	
51100 Salaries - Full Time	\$ 26,401,336.27	\$ 29,565,787.00	\$ 3,164,450.73	10.70%	
51200 Salaries - Part Time	5,087,354.98	7,635,310.00	2,547,955.02	33.37%	
51300 Overtime Pay	47,399.66	63,250.00	15,850.34	25.06%	
51400 Call Back Pay	13,789.88	12,091.00	-	-	
51500 Standby Pay	58,191.14	56,317.00	-	-	
51600 Longevity Pay	249,187.36	364,903.00	115,715.64	31.71%	
51700 Separation Pay	679,176.69	650,000.00	-	-	
51800 Leave Buyout	295,330.55	350,000.00	54,669.45	15.62%	
55100 Employees Retirement	9,006,032.49	10,272,409.00	1,266,376.51	12.33%	
55200 Group Insurance	4,380,253.50	5,781,560.00	1,401,306.50	24.24%	
55300 Workers' Comp. Payments	124,548.95	271,544.00	146,995.05	54.13%	
55400 Medicare Coverage Expense	756,072.70	975,658.00	219,585.30	22.51%	
55500 Unemployment Insurance	2,871.53	150,000.00	147,128.47	98.09%	
61100 Office Supplies	499,567.34	557,680.00	58,112.66	10.42%	
61110 Operating Supplies	476,425.58	820,550.00	344,124.42	41.94%	
61120 Software & User Licenses	506,609.75	527,052.00	20,442.25	3.88%	
61130 Software Maintenance	1,084,938.33	1,312,000.00	227,061.67	17.31%	
61200 Book Materials & Supplies	57,878.98	110,000.00	52,121.02	47.38%	
61205 Interlibrary Loan	914.43	4,500.00	3,585.57	79.68%	
61210 Small Equipment	244,807.76	398,500.00	153,692.24	38.57%	
61400 Equipment Repair & Maint.	348,991.09	771,856.00	422,864.91	54.79%	
61410 Contracted Services	5,631,216.88	6,465,216.00	833,999.12	12.90%	
61420 Building Repair & Maint.	212,049.37	400,000.00	187,950.63	46.99%	
61500 Rental Expenses	62,806.28	84,566.00	21,759.72	25.73%	
61600 Telephone	639,894.25	690,000.00	50,105.75	7.26%	
61700 Utilities	2,103,900.57	2,110,897.00	6,996.43	0.33%	
61800 Insurance & Bonds	419,456.21	438,954.00	19,497.79	4.44%	
61900 Professional Services	455,520.53	843,000.00	387,479.47	45.96%	
61910 Legal Services	144,601.09	364,500.00	219,898.91	60.33%	
62200 Collection Agencies	66,123.00	70,000.00	3,877.00	5.54%	
62300 Board Compensation	4,960.00	10,000.00	5,040.00	50.40%	
62500 Postage	160,732.16	316,500.00	155,767.84	49.22%	
62510 Advertising	514,602.93	585,000.00	70,397.07	12.03%	
62600 Community Events	15,572.69	83,250.00	67,677.31	81.29%	
62610 Staff Day	1,621.50	30,000.00	28,378.50	94.60%	
62620 Recruitment	48,879.74	50,000.00	1,120.26	2.24%	
62700 Education & Training	134,764.18	226,000.00	91,235.82	40.37%	
62800 Travel & Transportation	114,700.59	270,000.00	155,299.41	57.52%	
62900 Printing & Reproduction	388,586.15	459,263.00	70,676.85	15.39%	
63000 Dues & Subscriptions	34,909.35	53,150.00	18,240.65	34.32%	
65000 Miscellaneous Expenses	54,926.10	117,800.00	62,873.90	53.37%	
65100 Bank Charges	51,234.47	51,500.00	265.53	0.52%	
67000 Rental Expenses to QALICBs	555,000.00	432,237.00	-	-	
81700 Library Books	10,891,852.27	13,100,000.00	2,208,147.73	16.86%	
<b>Total</b>	<b>\$ 73,029,589.27</b>	<b>\$ 87,902,800.00</b>			

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

**Grant Fund - 220**  
**From 07/01/2023 Through 06/21/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Intergovernmental Revenue	\$ 2,119,867.33	\$ 20,000,000.00	\$ 17,880,132.67	89.40%
<b>Total Revenues</b>	<u>\$ 2,119,867.33</u>	<u>\$ 20,000,000.00</u>		
<b>Expenditures</b>				
Salaries	\$ 899,331.01	\$ 1,300,000.00	\$ 400,668.99	30.82%
Benefits	239,501.23	700,000.00	460,498.77	65.79%
Supplies & Services	1,109,806.11	10,000,000.00	8,890,193.89	88.90%
Capital Outlay	263,621.88	8,000,000.00	7,736,378.12	96.70%
<b>Total Expenditures</b>	<u>\$ 2,512,260.23</u>	<u>\$ 20,000,000.00</u>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<u>\$ (392,392.90)</u>	<u>\$ -</u>		

Regular Board of Trustees Meeting- July 11, 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 06/21/2024**

				Dollar Budget Amount	Percent Budget
	YTD Actual	Budget		Remaining	Remaining
51100 Salaries - Full Time	\$ 380,023.11	\$ 506,354.60	\$ 126,331.49	24.95%	
51200 Salaries - Part Time	517,782.54	793,645.40	275,862.86	34.76%	
51300 Overtime Pay	43.93	-	-	-	
51600 Longevity Pay	1,481.43	-	-	-	
55100 Employees Retirement	133,446.39	423,698.21	290,251.82	68.50%	
55200 Group Insurance	61,628.41	154,947.38	93,318.97	60.23%	
55400 Medicare Coverage Expense	44,426.43	121,354.41	76,927.98	63.39%	
61100 Office Supplies	25,699.06	511,200.00	485,500.94	94.97%	
61120 Software & User Licenses	102,361.50	1,056,000.00	953,638.50	90.31%	
61210 Small Equipment	931,337.25	2,017,500.00	1,086,162.75	53.84%	
61410 Contracted Services	-	2,018,900.00	2,018,900.00	100.00%	
62600 Community Events	2,500.00	-	-	-	
62700 Education & Training	1,834.00	1,011,400.00	1,009,566.00	99.82%	
62800 Travel & Transportation	10,717.17	1,004,000.00	993,282.83	98.93%	
63000 Dues & Subscriptions	500.00	500,250.00	499,750.00	99.90%	
65000 Miscellaneous Expenses	34,857.13	1,880,750.00	1,845,892.87	98.15%	
81600 Capital Equipment - Major	-	7,947,500.00	7,947,500.00	100.00%	
81700 Library Books	263,621.88	52,500.00	-	-	
<b>Total</b>	<b>\$ 2,512,260.23</b>	<b>\$ 20,000,000.00</b>			

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

**Gift Fund - 230****From 07/01/2023 Through 06/21/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	\$ 321,234.96	\$ 10,000,000.00	\$ 9,678,765.04	96.79%
<b>Total Revenues</b>	<u>\$ 321,234.96</u>	<u>\$ 10,000,000.00</u>		
<b>Expenditures</b>				
Salaries	\$ -	\$ 200,000.00	\$ 200,000.00	100.00%
Supplies & Services	246,767.74	6,000,000.00	5,753,232.26	95.89%
Capital Outlay	648.90	3,800,000.00	3,799,351.10	99.98%
<b>Total Expenditures</b>	<u>\$ 247,416.64</u>	<u>\$ 10,000,000.00</u>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<u>\$ 73,818.32</u>	<u>\$ -</u>		

Regular Board of Trustees Meeting- July 11, 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 06/21/2024**

	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	1,077.21	50,000.00	48,922.79	97.85%
61110 Operating Supplies	88,463.83	50,000.00	-	-
61200 Book Materials & Supplies	29,704.78	-	-	-
61210 Small Equipment	18,921.35	100,000.00	81,078.65	81.08%
61410 Contracted Services	14,900.00	2,200,000.00	2,185,100.00	99.32%
61500 Rental Expenses	10,231.64	330,000.00	319,768.36	96.90%
61900 Professional Services	2.50	3,000,000.00	2,999,997.50	100.00%
62510 Advertising	2,700.00	-	-	-
62600 Community Events	57,226.97	50,000.00	-	-
62800 Travel & Transportation	13.10	50,000.00	49,986.90	99.97%
62900 Printing & Reproduction	6,933.80	-	-	-
65000 Miscellaneous Expenses	16,592.56	170,000.00	153,407.44	90.24%
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%
<b>Total</b>	<b>\$ 247,416.64</b>	<b>\$ 10,000,000.00</b>		



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

**Capital Projects Fund - 510**  
**From 07/01/2023 Through 06/21/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	\$ 2,934,804.63	\$ 150,000.00	\$ -	-
<b>Total Revenues</b>	<b>\$ 2,934,804.63</b>	<b>\$ 150,000.00</b>		
<b>Expenditures</b>				
Supplies & Services	\$ 27,482,045.60	\$ 29,854,000.00	\$ 2,371,954.40	7.95%
Capital Outlay	3,110,519.21	4,424,000.00	1,313,480.79	29.69%
<b>Total Expenditures</b>	<b>\$ 30,592,564.81</b>	<b>\$ 34,278,000.00</b>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<b>\$ (27,657,760.18)</b>	<b>\$ (34,128,000.00)</b>		

Regular Board of Trustees Meeting- July 11, 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 06/21/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
61110 Operating Supplies	\$ 58,784.41	\$ 800,000.00	\$ 741,215.59	92.65%
61120 Software & User Licenses	72,244.50	900,000.00	827,755.50	91.97%
61130 Software Maintenance	-	240,000.00	240,000.00	100.00%
61210 Small Equipment	1,129,823.02	1,200,000.00	70,176.98	5.85%
61400 Equipment Repair & Maint.	331,556.81	640,000.00	308,443.19	48.19%
61410 Contracted Services	79,775.33	200,000.00	120,224.67	60.11%
61420 Building Repair & Maint.	1,610,938.17	1,300,000.00	-	-
61500 Rental Expenses	24,545.35	30,000.00	5,454.65	18.18%
61800 Insurance & Bonds	71,467.00	256,000.00	184,533.00	72.08%
61900 Professional Services	544,136.05	1,560,000.00	1,015,863.95	65.12%
61910 Legal Services	72,554.00	60,000.00	-	-
62510 Advertising	-	-	-	-
62900 Printing & Reproduction	2,610.00	5,000.00	2,390.00	47.80%
65000 Miscellaneous Expenses	23,419,478.63	23,600,000.00	180,521.37	0.76%
65100 Bank Charges	64,132.33	65,000.00	867.67	1.33%
81400 Construction in Progress	2,355,250.21	1,300,000.00	-	-
81500 Capital Improvements	117,113.58	622,000.00	504,886.42	81.17%
81600 Capital Equipment - Major	638,155.42	1,500,000.00	861,844.58	57.46%
<b>Total</b>	<b>\$ 30,592,564.81</b>	<b>\$ 34,278,000.00</b>		

Las Vegas-Clark County Library District

**Project 2050 - Furniture Replacement**  
**From 07/01/2023 through 06/21/2024**

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

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Expenditures</b>					
61210	Small Equipment	\$ 29,284.91	\$ 125,000.00	\$ 95,715.09	77%
<b>Total Expenditures</b>		<b>\$ 29,284.91</b>	<b>\$ 125,000.00</b>		

## Las Vegas-Clark County Library District

**Project 2200 - Financial Services Projects**  
**From 07/01/2023 through 06/21/2024**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61210	Small Equipment	\$ 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%
<b>Total Expenditures</b>		<b>\$ 79,206.13</b>	<b>\$ 305,000.00</b>		

## Las Vegas-Clark County Library District

**Project 4010 - Tech Replacements & Upgrades**  
**From 07/01/2023 through 06/21/2024**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	\$ 48,509.73	\$ 100,000.00	\$ 51,490.27	51%
61120	Software & User Licenses	72,244.50	200,000.00	127,755.50	64%
61130	Software Maintenance	-	300,000.00	300,000.00	100%
61210	Small Equipment	1,056,583.21	700,000.00	-	-
61400	Equipment Repair & Maint.	331,556.81	500,000.00	168,443.19	34%
61410	Contracted Services	72,125.33	200,000.00	127,874.67	64%
81600	Capital Equipment - Major	338,771.68	587,000.00	248,228.32	42%
<b>Total Expenditures</b>		<b>\$ 1,919,791.26</b>	<b>\$ 2,587,000.00</b>		

## Las Vegas-Clark County Library District

**Project 5010 - Bldg Repair & Maintenance**  
**From 07/01/2023 through 06/21/2024**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>					
61110	Operating Supplies	\$ 2,713.11	\$ 175,000.00	\$ 172,286.89	98%
61120	Software & User Licenses		50,000.00	50,000.00	100%
61130	Software Maintenance		50,000.00	50,000.00	100%
61210	Small Equipment	24,764.30	300,000.00	275,235.70	92%
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.	1,555,495.33	1,200,000.00	-	-
61500	Rental Expenses		25,000.00	25,000.00	100%
61900	Professional Services	94,422.45	265,000.00	170,577.55	64%
81500	Capital Improvements		282,000.00	282,000.00	100%
81600	Capital Equipment - Major		1,758,000.00	1,758,000.00	100%
<b>Total Expenditures</b>		<b>\$ 1,677,395.19</b>	<b>\$ 4,205,000.00</b>		

## Las Vegas-Clark County Library District

**Project 5015 - Construction Projects**  
**From 07/01/2023 through 06/21/2024**

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

	<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Revenues</b>				
45200 Interest Earnings	\$ 1,581,473.13	\$ 150,000.00	\$ -	-
45750 Sale of Fixed Assets	1,353,331.50	-	-	-
<b>Total Revenues</b>	<b>\$ 2,934,804.63</b>	<b>\$ 150,000.00</b>		
<b>Expenditures</b>				
61110 Operating Supplies	\$ 7,561.57	\$ 13,000.00	\$ 5,438.43	42%
61420 Building Repair & Maint.	55,442.84	80,000.00	24,557.16	31%
61800 Insurance & Bonds	71,467.00	75,000.00	3,533.00	5%
61900 Professional Services	472,368.66	900,000.00	427,631.34	48%
61910 Legal Services	72,554.00	45,000.00	-	-
62900 Printing & Reproduction	2,610.00	7,000.00	4,390.00	63%
65000 Miscellaneous Expenses	23,419,478.63	23,813,000.00	393,521.37	2%
81400 Construction in Progress	2,355,250.21	52,000.00	-	-
81600 Capital Equipment - Major	14,060.00	15,000.00	940.00	6%
<b>Total Expenditures</b>	<b>\$ 26,470,792.91</b>	<b>\$ 25,000,000.00</b>		



## Las Vegas-Clark County Library District

## Project 5020 - PVS Projects

From 07/01/2023 through 06/21/2024

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

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Expenditures</b>					
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	117,113.58	100,000.00	-	-
81600	Capital Equipment - Major	228,487.86	400,000.00	171,512.14	43%
<b>Total Expenditures</b>		<b>\$ 372,624.33</b>	<b>\$ 906,000.00</b>		

Las Vegas-Clark County Library District

**Project 7010 - Library Materials**  
**From 07/01/2023 through 06/21/2024**

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

	<b>YTD Actual</b>	<b>Budget</b>	<b>Dollar Budget Amount Remaining</b>	<b>Percent Budget Remaining</b>
<b>Expenditures</b>				
81700 Library Materials	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	100%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 1,000,000.00</b>		

Las Vegas-Clark County Library District

**Project 9010 - Vehicle Purchase and Replacement**  
**From 07/01/2023 through 06/21/2024**

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

		YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Expenditures</b>					
81600	Capital Equipment - Major	\$ 43,470.08	\$ 150,000.00	\$ 106,529.92	71%
<b>Total Expenditures</b>		<b>\$ 43,470.08</b>	<b>\$ 150,000.00</b>		

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

**Debt Service Fund - 610**  
**From 07/01/2023 Through 06/21/2024**

	YTD Actual	Budget	Dollar Budget Amount Remaining	Percent Budget Remaining
<b>Revenues</b>				
Miscellaneous	\$ 75.62	\$ 10,000.00	\$ 9,924.38	99.24%
<b>Total Revenues</b>	<u>\$ 75.62</u>	<u>\$ 10,000.00</u>		
<b>Expenditures</b>				
Supplies & Services	\$ -	\$ 10,000.00	\$ 10,000.00	100.00%
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ 10,000.00</u>		
<b>Excess (Deficit) of Revenues over (under) Expenditures</b>	<u>\$ 75.62</u>	<u>\$ -</u>		

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

Debt Service Fund - 610  
From 07/01/2023 Through 06/21/2024

		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		

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

**General Fund - 100**  
**Administration - Executive - 110**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 323,211.45	\$ 379,543.00	\$ 56,331.55
<b>Total Salaries and Wages</b>		<b>\$ 323,211.45</b>	<b>\$ 379,543.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 102,132.78	\$ 127,147.00	\$ 25,014.22
55200	Group Insurance	26,033.36	43,270.00	17,236.64
55400	Medicare Coverage Expense	4,835.76	5,503.00	667.24
<b>Total Employee Benefits</b>		<b>\$ 133,001.90</b>	<b>\$ 175,920.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 2,891.05	\$ 4,000.00	\$ 1,108.95
61120	Software & User Licenses	40,610.37	45,000.00	4,389.63
61900	Professional Services	97,862.61	98,000.00	137.39
61910	Legal Services	83,435.00	83,500.00	65.00
62300	Board Compensation	4,960.00	10,000.00	5,040.00
62600	Community Events	5,748.62	8,000.00	2,251.38
62700	Education & Training	6,507.82	7,000.00	492.18
62800	Travel & Transportation***	12,110.19	15,000.00	2,889.81
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	24,493.00	25,000.00	507.00
65000	Miscellaneous Expenses	1,720.68	5,000.00	3,279.32
<b>Total Services and Supplies</b>		<b>\$ 280,339.34</b>	<b>\$ 300,750.00</b>	
<b>Total Administration - Executive-110</b>		<b>\$ 736,552.69</b>	<b>\$ 856,213.00</b>	

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

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

**General Fund - 100**  
**Administration - Library Operations - 120**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 972,302.53	\$ 1,111,647.00	\$ 139,344.47
51200	Salaries - Part Time	63,800.81	91,632.00	27,831.19
51600	Longevity Pay	7,680.26	6,877.00	-
<b>Total Salaries and Wages</b>		<b>\$ 1,043,783.60</b>	<b>\$ 1,210,156.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 340,201.33	\$ 395,921.00	\$ 55,719.67
55200	Group Insurance	117,679.83	140,377.00	22,697.17
55400	Medicare Coverage Expense	14,941.78	19,302.00	4,360.22
<b>Total Employee Benefits</b>		<b>\$ 472,822.94</b>	<b>\$ 555,600.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 545.79	\$ 1,000.00	\$ 454.21
61110	Operating Supplies	17,128.66	50,000.00	32,871.34
61120	Software & User Licenses	8,803.04	15,000.00	6,196.96
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	114,412.84	154,000.00	39,587.16
61410	Contracted Services	25,611.45	47,900.00	22,288.55
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	11,244.96	30,000.00	18,755.04
63000	Dues & Subscriptions	-	1,500.00	1,500.00
<b>Total Services and Supplies</b>		<b>\$ 180,448.43</b>	<b>\$ 314,400.00</b>	
<b>Total Administration - Library Operations-120</b>		<b>\$ 1,697,054.97</b>	<b>\$ 2,080,156.00</b>	



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

**General Fund - 100**  
**Financial Services - 200**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 472,951.00	\$ 631,970.00	\$ 159,019.00
51200	Salaries - Part Time	24,716.82	25,000.00	283.18
51300	Overtime Pay	1,173.92	-	-
51600	Longevity Pay	1,891.65	1,900.00	8.35
<b>Total Salaries and Wages</b>		<b>\$ 500,733.39</b>	<b>\$ 658,870.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 157,042.76	\$ 220,722.00	\$ 63,679.24
55200	Group Insurance	63,463.25	94,880.00	31,416.75
55400	Medicare Coverage Expense	8,772.61	9,554.00	781.39
<b>Total Employee Benefits</b>		<b>\$ 229,278.62</b>	<b>\$ 325,156.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 1,801.12	\$ 6,000.00	\$ 4,198.88
61130	Software Maintenance	42,296.35	50,000.00	7,703.65
61400	Equipment Repair & Maint.	77,249.13	77,530.00	280.87
61410	Contracted Services	150,875.26	165,000.00	14,124.74
61900	Professional Services	138,507.77	140,000.00	1,492.23
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	66,123.00	70,000.00	3,877.00
62500	Postage	65,863.16	85,000.00	19,136.84
62510	Advertising	9,181.72	16,700.00	7,518.28
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	201.31	3,000.00	2,798.69
63000	Dues & Subscriptions	4,216.00	6,000.00	1,784.00
65000	Miscellaneous Expenses	46,786.83	57,000.00	10,213.17
65100	Bank Charges	51,234.47	51,500.00	265.53
67000	Rental Expenses to QALICBs***	555,000.00	432,237.00	-
<b>Total Services and Supplies</b>		<b>\$ 1,209,336.12</b>	<b>\$ 1,167,467.00</b>	
<b>Total Financial Services-200</b>		<b>\$ 1,939,348.13</b>	<b>\$ 2,151,493.00</b>	

\*\*\*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 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 346,013.14	\$ 390,947.00	\$ 44,933.86
51200	Salaries - Part Time	22,265.28	75,206.00	52,940.72
51300	Overtime Pay	369.62	-	-
51600	Longevity Pay	2,805.31	5,107.00	2,301.69
<b>Total Salaries and Wages</b>		<b>\$ 371,453.35</b>	<b>\$ 471,260.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 115,238.63	\$ 132,678.00	\$ 17,439.37
55200	Group Insurance	55,748.38	99,058.00	43,309.62
55400	Medicare Coverage Expense	6,693.90	11,496.00	4,802.10
<b>Total Employee Benefits</b>		<b>\$ 177,680.91</b>	<b>\$ 243,232.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 13,062.24	\$ 17,000.00	\$ 3,937.76
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	3,973.16	5,000.00	1,026.84
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	250.00	500.00	250.00
<b>Total Services and Supplies</b>		<b>\$ 18,951.22</b>	<b>\$ 37,000.00</b>	
<b>Total Community Outreach-215</b>		<b>\$ 568,085.48</b>	<b>\$ 751,492.00</b>	

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

**General Fund - 100**  
**Youth Services - 216**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 194,020.24	\$ 232,877.00	\$ 38,856.76
51600	Longevity Pay	1,927.74	1,939.00	11.26
<b>Total Salaries and Wages</b>		<b>\$ 195,947.98</b>	<b>\$ 234,816.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 65,893.45	\$ 78,664.00	\$ 12,770.55
55200	Group Insurance	18,178.31	30,503.00	12,324.69
55400	Medicare Coverage Expense	2,789.26	3,405.00	615.74
<b>Total Employee Benefits</b>		<b>\$ 86,861.02</b>	<b>\$ 112,572.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 48,223.40	\$ 124,900.00	\$ 76,676.60
61120	Software & User Licenses	4,125.86	6,000.00	1,874.14
61210	Small Equipment	3,718.53	17,250.00	13,531.47
61410	Contracted Services	109,921.68	125,250.00	15,328.32
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
<b>Total Services and Supplies</b>		<b>\$ 165,989.47</b>	<b>\$ 279,150.00</b>	
<b>Total Youth Services-216</b>		<b>\$ 448,798.47</b>	<b>\$ 626,538.00</b>	

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

**General Fund - 100**  
**Adult Services - 217**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 127,841.67	\$ 165,588.00	\$ 37,746.33
51300	Overtime Pay	11.01	-	-
51600	Longevity Pay	2,148.08	2,180.00	31.92
<b>Total Salaries and Wages</b>		<b>\$ 130,000.76</b>	<b>\$ 167,768.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 43,066.32	\$ 56,202.00	\$ 13,135.68
55200	Group Insurance	12,973.14	22,335.00	9,361.86
55400	Medicare Coverage Expense	1,884.25	2,433.00	548.75
<b>Total Employee Benefits</b>		<b>\$ 57,923.71</b>	<b>\$ 80,970.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 27,608.40	\$ 73,375.00	\$ 45,766.60
61120	Software & User Licenses	119.88	500.00	380.12
61210	Small Equipment	10,349.95	15,250.00	4,900.05
61400	Equipment Repair & Maint.	4,000.00	5,000.00	1,000.00
61410	Contracted Services	55,925.00	102,300.00	46,375.00
62700	Education & Training	-	2,000.00	2,000.00
62800	Travel & Transportation	1,903.33	5,000.00	3,096.67
<b>Total Services and Supplies</b>		<b>\$ 99,906.56</b>	<b>\$ 203,425.00</b>	
<b>Total Adult Services-217</b>		<b>\$ 287,831.03</b>	<b>\$ 452,163.00</b>	

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

**General Fund - 100**  
**Development - 220**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 310,181.46	\$ 409,237.00	\$ 99,055.54
51600	Longevity Pay	2,577.95	2,649.00	71.05
<b>Total Salaries and Wages</b>		<b>\$ 312,759.41</b>	<b>\$ 411,886.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 103,881.82	\$ 137,982.00	\$ 34,100.18
55200	Group Insurance	49,434.80	71,077.00	21,642.20
55400	Medicare Coverage Expense	4,523.51	5,972.00	1,448.49
<b>Total Employee Benefits</b>		<b>\$ 157,840.13</b>	<b>\$ 215,031.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 5,754.79	\$ 12,500.00	\$ 6,745.21
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	4,388.11	10,000.00	5,611.89
62700	Education & Training	1,752.50	2,000.00	247.50
62800	Travel & Transportation	1,641.59	25,000.00	23,358.41
63000	Dues & Subscriptions	975.21	5,000.00	4,024.79
<b>Total Services and Supplies</b>		<b>\$ 17,012.20</b>	<b>\$ 137,500.00</b>	
<b>Total Development-220</b>		<b>\$ 487,611.74</b>	<b>\$ 764,417.00</b>	

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

**General Fund - 100**  
**General Services - 240**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,834,242.78	\$ 1,970,197.00	\$ 135,954.22
51200	Salaries - Part Time	61,385.20	78,163.00	16,777.80
51300	Overtime Pay	14,708.25	5,750.00	-
51400	Call Back Pay	13,419.32	12,091.00	-
51500	Standby Pay	58,191.14	56,317.00	-
51600	Longevity Pay	6,290.15	6,371.00	80.85
<b>Total Salaries and Wages</b>		<b>\$ 1,988,236.84</b>	<b>\$ 2,128,889.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 631,109.44	\$ 685,067.00	\$ 53,957.56
55200	Group Insurance	391,362.36	453,107.00	61,744.64
55400	Medicare Coverage Expense	32,283.86	35,632.00	3,348.14
<b>Total Employee Benefits</b>		<b>\$ 1,054,755.66</b>	<b>\$ 1,173,806.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 9,496.66	\$ 15,000.00	\$ 5,503.34
61110	Operating Supplies	263,879.76	380,000.00	116,120.24
61130	Software Maintenance	63,666.12	75,000.00	11,333.88
61210	Small Equipment	20,623.73	40,000.00	19,376.27
61400	Equipment Repair & Maint.	46,863.13	65,000.00	18,136.87
61410	Contracted Services	4,508,621.97	5,233,399.00	724,777.03
61420	Building Repair & Maint.	212,049.37	400,000.00	187,950.63
61500	Rental Expenses	31,484.52	32,500.00	1,015.48
61700	Utilities	2,103,900.57	2,135,910.00	32,009.43
61800	Insurance & Bonds	419,456.21	438,954.00	19,497.79
61900	Professional Services	56,325.95	60,000.00	3,674.05
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	3,280.99	4,000.00	719.01
65000	Miscellaneous Expenses	5,692.00	14,000.00	8,308.00
<b>Total Services and Supplies</b>		<b>\$ 7,746,328.87</b>	<b>\$ 8,910,263.00</b>	
<b>Total General Services-240</b>		<b>\$ 10,789,321.37</b>	<b>\$ 12,212,958.00</b>	

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

**General Fund - 100**  
**Human Resources - 250**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 871,047.90	\$ 1,073,764.00	\$ 202,716.10
51300	Overtime Pay	110.37	-	-
<b>Total Salaries and Wages</b>		<b>\$ 871,158.27</b>	<b>\$ 1,073,764.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 289,100.31	\$ 359,711.00	\$ 70,610.69
55200	Group Insurance	146,673.39	200,984.00	54,310.61
55300	Workers' Comp. Payments	159.00	-	-
55400	Medicare Coverage Expense	13,212.46	15,570.00	2,357.54
55500	Unemployment Insurance	2,871.53	75,000.00	72,128.47
<b>Total Employee Benefits</b>		<b>\$ 452,016.69</b>	<b>\$ 651,265.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 5,988.14	\$ 15,015.00	\$ 9,026.86
61130	Software Maintenance	263,429.85	265,000.00	1,570.15
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	110,110.48	112,192.00	2,081.52
61900	Professional Services	84,963.04	349,000.00	264,036.96
61910	Legal Services	61,166.09	265,000.00	203,833.91
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	48,879.74	50,000.00	1,120.26
62700	Education & Training	96,299.92	150,000.00	53,700.08
62800	Travel & Transportation	32,418.87	50,000.00	17,581.13
63000	Dues & Subscriptions	349.99	5,000.00	4,650.01
65000	Miscellaneous Expenses	426.29	1,000.00	573.71
<b>Total Services and Supplies</b>		<b>\$ 705,653.91</b>	<b>\$ 1,314,707.00</b>	
<b>Total Human Resources-250</b>		<b>\$ 2,028,828.87</b>	<b>\$ 3,039,736.00</b>	



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

**General Fund - 100**  
**HR-Work Insurance - 251**  
**From 07/01/2023 through 06/21/2024**

	<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>			
51700 Separation Pay**	\$ 679,176.69	\$ 650,000.00	\$ -
51800 Leave Buyout	295,330.55	300,000.00	4,669.45
<b>Total Salaries and Wages</b>	<b>\$ 974,507.24</b>	<b>\$ 950,000.00</b>	
<b>Employee Benefits</b>			
55200 Group Insurance	\$ 82,032.12	\$ 205,200.00	\$ 123,167.88
55300 Workers' Comp. Payments	124,389.95	271,544.00	147,154.05
55500 Unemployment Insurance	-	75,000.00	75,000.00
<b>Total Employee Benefits</b>	<b>\$ 206,422.07</b>	<b>\$ 551,744.00</b>	
<b>Total HR-Work Insurance-251</b>	<b>\$ 1,180,929.31</b>	<b>\$ 1,501,744.00</b>	

\*\*Retirement of multiple long-term employees, including the CIO

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

**General Fund - 100**  
**Information Technology - 260**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,684,043.76	\$ 1,742,485.00	\$ 58,441.24
51300	Overtime Pay	17,828.48	28,750.00	10,921.52
51400	Call Back Pay	370.56	-	-
51600	Longevity Pay	10,325.00	10,445.00	120.00
<b>Total Salaries and Wages</b>		<b>\$ 1,712,567.80</b>	<b>\$ 1,781,680.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 564,641.42	\$ 587,232.00	\$ 22,590.58
55200	Group Insurance	238,058.63	265,713.00	27,654.37
55400	Medicare Coverage Expense	27,345.84	27,417.00	71.16
<b>Total Employee Benefits</b>		<b>\$ 830,045.89</b>	<b>\$ 880,362.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 26,532.24	\$ 27,000.00	\$ 467.76
61120	Software & User Licenses	22,399.61	30,000.00	7,600.39
61130	Software Maintenance	602,980.64	755,000.00	152,019.36
61210	Small Equipment	29,856.51	35,000.00	5,143.49
61400	Equipment Repair & Maint.	208,079.59	607,000.00	398,920.41
61410	Contracted Services	29,466.45	35,000.00	5,533.55
61600	Telephone	639,809.96	690,000.00	50,190.04
62600	Community Events	352.00	-	-
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
<b>Total Services and Supplies</b>		<b>\$ 1,590,075.06</b>	<b>\$ 2,214,300.00</b>	
<b>Total Information Technology-260</b>		<b>\$ 4,132,688.75</b>	<b>\$ 4,876,342.00</b>	

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

**General Fund - 100**  
**Literacy Services - 270**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 112,023.38	\$ 619,812.00	\$ 507,788.62
51200	Salaries - Part Time	33,358.66	1,026,667.00	993,308.34
51300	Overtime Pay	2.45	-	-
51600	Longevity Pay	-	1,453.00	1,453.00
<b>Total Salaries and Wages</b>		<b>\$ 145,384.49</b>	<b>\$ 1,647,932.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 38,032.25	\$ 215,397.00	\$ 177,364.75
55200	Group Insurance	8,725.48	95,680.00	86,954.52
55400	Medicare Coverage Expense	4,101.15	86,202.00	82,100.85
<b>Total Employee Benefits</b>		<b>\$ 50,858.88</b>	<b>\$ 397,279.00</b>	
<b>Services and Supplies</b>				
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	29,448.25	37,175.00	7,726.75
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	283.00	6,000.00	5,717.00
<b>Total Services and Supplies</b>		<b>\$ 31,591.56</b>	<b>\$ 60,175.00</b>	
<b>Total Literacy Services-270</b>		<b>\$ 227,834.93</b>	<b>\$ 2,105,386.00</b>	

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

**General Fund - 100****Branding and Marketing - 280****From 07/01/2023 through 06/21/2024**

		YTD Actual	Budget	Budget Balance Remaining
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 840,976.61	\$ 957,022.00	\$ 116,045.39
51300	Overtime Pay	61.92	-	-
51600	Longevity Pay	1,800.05	1,800.00	-
<b>Total Salaries and Wages</b>		<b>\$ 842,838.58</b>	<b>\$ 958,822.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 276,933.05	\$ 321,205.00	\$ 44,271.95
55200	Group Insurance	103,181.08	130,766.00	27,584.92
55400	Medicare Coverage Expense	12,145.20	13,903.00	1,757.80
<b>Total Employee Benefits</b>		<b>\$ 392,259.33</b>	<b>\$ 465,874.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 7,317.09	\$ 12,800.00	\$ 5,482.91
61120	Software & User Licenses	366,717.29	384,052.00	17,334.71
61210	Small Equipment	19,048.60	20,000.00	951.40
61400	Equipment Repair & Maint.	9,494.99	19,576.00	10,081.01
61410	Contracted Services	131,012.57	175,700.00	44,687.43
61500	Rental Expenses	-	700.00	700.00
61910	Legal Services	-	1,000.00	1,000.00
62500	Postage	94,869.00	97,000.00	2,131.00
62510	Advertising	502,921.21	585,000.00	82,078.79
62600	Community Events	2,550.00	10,000.00	7,450.00
62800	Travel & Transportation	1,034.58	4,000.00	2,965.42
62900	Printing & Reproduction	388,125.60	506,000.00	117,874.40
65000	Miscellaneous Expenses	100.00	1,500.00	1,400.00
<b>Total Services and Supplies</b>		<b>\$ 1,523,190.93</b>	<b>\$ 1,817,328.00</b>	
<b>Total Branding and Marketing-280</b>		<b>\$ 2,758,288.84</b>	<b>\$ 3,242,024.00</b>	

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

**General Fund - 100**  
**Access Services - 290**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 602,771.12	\$ 734,966.00	\$ 132,194.88
51200	Salaries - Part Time	112,182.87	118,957.00	6,774.13
51300	Overtime Pay	-	5,750.00	5,750.00
51600	Longevity Pay	8,975.31	9,048.00	72.69
<b>Total Salaries and Wages</b>		<b>\$ 723,929.30</b>	<b>\$ 868,721.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 232,422.65	\$ 275,912.00	\$ 43,489.35
55200	Group Insurance	75,168.74	108,842.00	33,673.26
55400	Medicare Coverage Expense	12,463.27	14,953.00	2,489.73
<b>Total Employee Benefits</b>		<b>\$ 320,054.66</b>	<b>\$ 399,707.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 1,093.68	\$ 2,500.00	\$ 1,406.32
61110	Operating Supplies	17,041.02	29,460.00	12,418.98
61130	Software Maintenance	116,064.37	160,000.00	43,935.63
61205	Interlibrary Loan	914.43	1,500.00	585.57
61210	Small Equipment	1,086.32	7,500.00	6,413.68
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	1,132.37	5,000.00	3,867.63
63000	Dues & Subscriptions	150.00	150.00	-
<b>Total Services and Supplies</b>		<b>\$ 143,078.46</b>	<b>\$ 216,610.00</b>	
<b>Total Access Services-290</b>		<b>\$ 1,187,062.42</b>	<b>\$ 1,485,038.00</b>	

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

**General Fund - 100**  
**Collection and Bibliographic Services - 310**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,234,310.68	\$ 1,286,678.00	\$ 52,367.32
51200	Salaries - Part Time	15,718.88	51,582.00	35,863.12
51300	Overtime Pay	16.87	-	-
51600	Longevity Pay	28,717.65	28,910.00	192.35
<b>Total Salaries and Wages</b>		<b>\$ 1,278,764.08</b>	<b>\$ 1,367,170.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 423,389.08	\$ 449,449.00	\$ 26,059.92
55200	Group Insurance	230,037.95	292,552.00	62,514.05
55400	Medicare Coverage Expense	20,789.10	21,407.00	617.90
<b>Total Employee Benefits</b>		<b>\$ 674,216.13</b>	<b>\$ 763,408.00</b>	
<b>Services and Supplies</b>				
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	57,878.98	110,000.00	52,121.02
61210	Small Equipment	-	5,000.00	5,000.00
61900	Professional Services	72,545.18	154,000.00	81,454.82
62800	Travel & Transportation	23.58	5,000.00	4,976.42
<b>Total Services and Supplies</b>		<b>\$ 165,466.98</b>	<b>\$ 310,000.00</b>	
<b>Capital Outlay</b>				
81700	Library Books	\$ 10,891,852.27	\$ 13,100,000.00	\$ 2,208,147.73
<b>Total Capital Outlay</b>		<b>\$ 10,891,852.27</b>	<b>\$ 13,100,000.00</b>	
<b>Total Collection and Bibliographic Services-310</b>		<b>\$ 13,010,299.46</b>	<b>\$ 15,540,578.00</b>	

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

**General Fund - 100**  
**Gallery Services - 320**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 127,818.68	\$ 133,389.00	\$ 5,570.32
<b>Total Salaries and Wages</b>		<b>\$ 127,818.68</b>	<b>\$ 133,389.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 42,535.44	\$ 44,685.00	\$ 2,149.56
55200	Group Insurance	23,656.44	28,937.00	5,280.56
55400	Medicare Coverage Expense	1,872.34	1,934.00	61.66
<b>Total Employee Benefits</b>		<b>\$ 68,064.22</b>	<b>\$ 75,556.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 3,698.66	\$ 8,500.00	\$ 4,801.34
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	194.38	3,500.00	3,305.62
62900	Printing & Reproduction	460.55	1,500.00	1,039.45
<b>Total Services and Supplies</b>		<b>\$ 4,353.59</b>	<b>\$ 15,500.00</b>	
<b>Total Gallery Services-320</b>		<b>\$ 200,236.49</b>	<b>\$ 224,445.00</b>	



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

**General Fund - 100**  
**Programming and Venues Services - 330**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,509,600.15	\$ 1,682,396.00	\$ 172,795.85
51200	Salaries - Part Time	317,769.21	335,091.00	17,321.79
51300	Overtime Pay	11,193.90	23,000.00	11,806.10
51600	Longevity Pay	17,077.16	15,562.00	-
<b>Total Salaries and Wages</b>		<b>\$ 1,855,640.42</b>	<b>\$ 2,056,049.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 537,108.38	\$ 603,779.00	\$ 66,670.62
55200	Group Insurance	224,882.81	324,415.00	99,532.19
55400	Medicare Coverage Expense	41,539.93	43,784.00	2,244.07
<b>Total Employee Benefits</b>		<b>\$ 803,531.12</b>	<b>\$ 971,978.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 29,609.16	\$ 27,000.00	\$ -
61120	Software & User Licenses	3,146.64	12,000.00	8,853.36
61210	Small Equipment	33,322.88	67,500.00	34,177.12
61400	Equipment Repair & Maint.	3,304.25	8,000.00	4,695.75
61410	Contracted Services	383,373.77	431,600.00	48,226.23
61500	Rental Expenses	13,137.94	30,000.00	16,862.06
62700	Education & Training	419.00	7,000.00	6,581.00
62800	Travel & Transportation	13,499.35	16,000.00	2,500.65
63000	Dues & Subscriptions	244.16	2,000.00	1,755.84
<b>Total Services and Supplies</b>		<b>\$ 480,057.15</b>	<b>\$ 601,100.00</b>	
<b>Total Programming and Venues Services-330</b>		<b>\$ 3,139,228.69</b>	<b>\$ 3,629,127.00</b>	

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

**General Fund - 100**  
**Community Engagement - 340**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 252,060.22	\$ 373,574.00	\$ 121,513.78
<b>Total Salaries and Wages</b>		<b>\$ 252,060.22</b>	<b>\$ 373,574.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 83,643.29	\$ 125,147.00	\$ 41,503.71
55200	Group Insurance	37,500.31	49,323.00	11,822.69
55400	Medicare Coverage Expense	3,729.39	5,417.00	1,687.61
<b>Total Employee Benefits</b>		<b>\$ 124,872.99</b>	<b>\$ 179,887.00</b>	
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 3,680.94	\$ 10,000.00	\$ 6,319.06
61120	Software & User Licenses	23,167.27	24,000.00	832.73
61210	Small Equipment	12,387.33	35,000.00	22,612.67
61410	Contracted Services	96,850.00	99,000.00	2,150.00
62600	Community Events	1,522.63	5,000.00	3,477.37
62700	Education & Training	695.00	4,000.00	3,305.00
62800	Travel & Transportation	6,211.67	10,000.00	3,788.33
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	950.00	2,000.00	1,050.00
<b>Total Services and Supplies</b>		<b>\$ 145,464.84</b>	<b>\$ 192,000.00</b>	
<b>Total Community Engagement-340</b>		<b>\$ 522,398.05</b>	<b>\$ 745,461.00</b>	

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

**General Fund - 100**  
**Library Operations - 400**  
**From 07/01/2023 through 06/21/2024**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Budget Balance Remaining</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 14,585,919.50	\$ 15,769,695.00	\$ 1,183,775.50
51200	Salaries - Part Time	4,436,157.25	5,833,012.00	1,396,854.75
51300	Overtime Pay	1,922.87	-	-
51600	Longevity Pay	156,971.05	170,662.00	13,690.95
<b>Total Salaries and Wages</b>		<b>\$ 19,180,970.67</b>	<b>\$ 21,773,369.00</b>	
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 4,959,660.09	\$ 5,455,509.00	\$ 495,848.91
55200	Group Insurance	2,475,463.12	3,122,541.00	647,077.88
55400	Medicare Coverage Expense	542,149.09	653,774.00	111,624.91
<b>Total Employee Benefits</b>		<b>\$ 7,977,272.30</b>	<b>\$ 9,231,824.00</b>	
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 487,816.94	\$ 535,680.00	\$ 47,863.06
61205	Interlibrary Loan	-	2,000.00	2,000.00
61500	Rental Expenses	18,171.82	18,616.00	444.18
62800	Travel & Transportation	22,957.85	51,000.00	28,042.15
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
<b>Total Services and Supplies</b>		<b>\$ 528,946.61</b>	<b>\$ 612,296.00</b>	
<b>Total Library Operations-400</b>		<b>\$ 27,687,189.58</b>	<b>\$ 31,617,489.00</b>	

# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 05/18/2024 through 06/21/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20422	5/20/2024	10161	MLAM, Inc.	DW Jessica Fichot May 2024	\$ 5,500.00
20423	5/20/2024	10298	Sprout Social, Inc.	Sprout May 2024-2025	9,999.24
20426	5/20/2024	11143	Brightly Software, Inc.	Asset Ess Conctr Tlkit 07/01/24 to 06/30/25	864.78
20427	5/20/2024	11941	Brink's Incorporated	Service April 2024	3,909.63
20429	5/20/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	219.99
20430	5/20/2024	12175	PSI Services, LLC	April 2024	139.75
20432	5/20/2024	1518	ECR	Cash Register Ribbons	88.00
20433	5/20/2024	1535	El Mundo	May purchasing invoice	80.00
20434	5/20/2024	1580	Ferguson Enterprises, LLC	WH - Plumbing	482.58
20435	5/20/2024	1757	Ingram Library Services	Books & Materials FY 24	20,846.36
20436	5/20/2024	1835	Johnson Controls	Service Call-Alarm on HVAC Computer System	1,066.20
20437	5/20/2024	2098	Moapa Valley Water District	SVC 4/10/24 - 5/7/24 MV	239.02
20438	5/20/2024	2257	Patrick's Signs, Inc.	SM: Flagpole Repair	1,902.00
20439	5/20/2024	2351	Silsam Inc., dba Rebel Party Rentals	Tables and Chairs for Veterans Fair	1,212.40
20440	5/20/2024	2702	Grainger, Inc.	RB - Lighting	338.16
20441	5/20/2024	2798	Brodart Co.	Easel	430.00
20442	5/20/2024	2799	CDW Government Inc.	Adobe Acrobat Lic. End: 05/08/25	14,955.55
20443	5/20/2024	2819	CenturyLink Communications, LLC	Service from May 07.24 to June 06.24	2,401.09
20444	5/20/2024	3058	EBSCO Information Services	Flipster 4/1/24-3/31/25	119,816.39
20445	5/20/2024	3149	Midwest Tape	Hoopla - Advance Digital Payment	500,000.00
20446	5/20/2024	3307	Unique Management Services, Inc.	Collections April 2024	7,128.00
20447	5/20/2024	3823	Lucas Holdings, LLC	Postcards	2,943.45
20448	5/20/2024	4540	Robert Half	J. Gardiner w/e 5/10/24	1,492.80
20449	5/20/2024	4604	Brodart Library Supplies & Furnishings	WM Brodart Supplies	569.34
20450	5/20/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	131.76
20451	5/20/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	35.00
20452	5/20/2024	5897	Gibson Construction of Nevada, Inc.	CC,SM,WM: FY 24 - Roll-Up Doors	890.00
20453	5/20/2024	6777	Mailmax Mailing Solutions, LLC	SC: FY 24 Mail Room - Ink Cartridges & Labels	518.02
20454	5/20/2024	7371	EnvisionWare, Inc.	Open PO for LDS Fax Coverage End 06/30/24	88.00
20455	5/20/2024	7671	Rentokil	SM:Bee removal	1,813.00
20456	5/20/2024	7687	United Lock and Security, Inc.	SC - Lock & Key	64.30
20457	5/20/2024	8010	Allied Universal Security Services	Various: FY 24 Security - On-Site	193,753.61
20458	5/20/2024	8122	Staples Advantage Dept LA	Missed inv from Dec Supplies EN	8,184.75
20459	5/20/2024	8575	Intermountain Lock and Security Supply	SV - Doors	146.30
20460	5/20/2024	8789	Findlay Chevrolet	#37: Replace HVAC Blower	931.00
20461	5/20/2024	9104	AV Vegas	Musical equip	1,380.00
20462	5/20/2024	9187	Whitney's Water Systems, Inc.	Cafes Tank:Grease Removal & Tank Cleaning	1,782.00
20463	5/20/2024	9383	Office Plus	Black toner LA	180.89
20464	5/20/2024	9431	B&H Photo-Video	Vanguard Alta BH-300 Ball Head	229.71
20465	5/20/2024	9631	Elliott's Sewer & Drain	Various: FY 24 -Misc Plumbing Repairs	360.50
20466	5/20/2024	9730	Commercial Lighting Specialties, LLC	CC - Lighting	589.50
20467	5/20/2024	9827	Vision Sign Inc.	SM&SV:FY24-Sign Maintenance	908.00
20468	5/20/2024	9869	Unique Integrated Communications	Cal Center April 2024	6,610.24
20469	5/24/2024	10228	Sterling Volunteers	Order PUR026539	153.00
20471	5/24/2024	10641	Quench USA, Inc.	Various:FY 24-Filtered Drinking Water	1,028.62
20472	5/24/2024	10789	Gabriel Parker	Music Production Classes	1,260.00
20473	5/24/2024	10834	Brittany Mangelson	Transcribing 5/6 Mtg	100.50
20474	5/24/2024	10927	CenturyLink	Service 05.20.24 - 06.19.24	322.98
20475	5/24/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	1,497.07
20476	5/24/2024	12407	Par 3 Landscape and Maintenance Inc	Landscape Maint Svcs Oct 23-Sept 24	19,130.00
20477	5/24/2024	12477	Southwest Property Consultants Inc	SM: Cell Site Appraisal	2,000.00
20478	5/24/2024	1580	Ferguson Enterprises, LLC	CC - TH Men's RR Seats Plumbing	136.55
20479	5/24/2024	1620	Full Compass Systems Ltd	Adaptors	953.13
20480	5/24/2024	1627	Cengage Learning, Inc.	EBK: BUSINESS PLANS HANDBOOK 60	1,870.53
20481	5/24/2024	1897	Lakeshore Learning Materials	Summer Challenge 2024 Prizes	338.11
20482	5/24/2024	2002	Japanese American Citizens League	May 19, 2024 CC Taiko Concert	1,000.00
20483	5/24/2024	2307	Progressive Elevator	CC: FY 24 - Elevator Maintenance	795.00
20484	5/24/2024	2798	Brodart Co.	Invoice P1039781	17,657.87
20485	5/24/2024	2799	CDW Government Inc.	Veritas Essential Support-tech support	2,331.70
20486	5/24/2024	2809	Water District	SVC Summary March/April 2024	17,785.66
20487	5/24/2024	2853	Dick Blick	Blick Mesh Zipper bags	244.00
20488	5/24/2024	2860	Las Vegas Review Journal	Bid No. 24-12 - Legals CLS	343.65
20489	5/24/2024	3149	Midwest Tape	Order PUR026107	16,657.56
20490	5/24/2024	4540	Robert Half	Gardiner,Julia WE- 05/17/2024	2,040.95
20491	5/24/2024	4604	Brodart Library Supplies & Furnishings	WM Brodart Supplies	152.10
20492	5/24/2024	4676	Color Reflections	Blanket PO printing thru June 2024	1,600.00
20493	5/24/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	269.72
20494	5/24/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	105.00
20495	5/24/2024	7943	Communication Electronic Systems Inc	FY 24 - Burglar/Fire Alarm Monitoring	130.00
20496	5/24/2024	8010	Allied Universal Security Services	Various: FY 24 Security - On-Site	27,274.53
20497	5/24/2024	8122	Staples Advantage Dept LA	PASTELS 8.5X11 TURQUOISE RM	4,620.47
20498	5/24/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	168.75
20499	5/24/2024	8575	Intermountain Lock and Security Supply	SM - Staff Lounge RR Lock	88.83
20500	5/24/2024	8593	American Sign Language Communication	ASL Storytime WC	360.00
20501	5/24/2024	8777	Windowwear	Study Room Blinds	993.00
20502	5/24/2024	9287	Otis Elevator Company	WM: FY 24 - Elevator Maintenance	900.49
20503	5/24/2024	9383	Office Plus	CRTDG,CLJ CP4525,11K_LA	3,658.63
20504	5/24/2024	9393	Pamela Sundlie	5/19/24 SV Spring Fair Facepainting	250.00
20505	5/24/2024	9553	Ashworth and Belcastro Systems (ABS)	SU:FY24 Fire Alarm Testing & Monitoring	135.00
20506	5/24/2024	9631	Elliott's Sewer & Drain	Various: FY24 - Misc Plumbing Repairs	300.50
20507	5/24/2024	9730	Commercial Lighting Specialties, LLC	WH - EXIT Lighting	418.20
20508	6/3/2024	10017	CDA Media Relations	June ad in Las Vegas Black Image Magazine	4,350.00
20509	6/3/2024	10129	Fun Express LLC	Bulk Tattoo, Stickers & Craft Kits Assort	184.72
20510	6/3/2024	10162	CenturyLink	Local Service from 05.24.24 to 06.23.24	137.51
20511	6/3/2024	10179	Safe and Secure Alarms and Video	WC: FY 24-Burglar Alarm Monitoring	54.00
20512	6/3/2024	10212	Virgin Valley Water District	SVC 4/20/24 - 5/20/24 MQLC	1,345.01
20514	6/3/2024	11062	Blue Planet Lighting, Inc.	Equipment Repair	502.90
20515	6/3/2024	1180	Baron Pest Solutions, Inc.	LA: FY 24 - Pest Control	47.00
20516	6/3/2024	1240	Brady Industries of Nevada, LLC	Consumable Supplies	933.54
20517	6/3/2024	12464	Nationwide Premium Holding	June 2024	526.89
20518	6/3/2024	1429	DC Thomas	BD Rent June 2024 - New contract	1,809.22
20519	6/3/2024	1580	Ferguson Enterprises, LLC	SW - Plumbing	358.21
20520	6/3/2024	1742	Ideal Supply Company Inc.	CC - HVAC Replaced Pressure Relief Valve	205.57

# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 05/18/2024 through 06/21/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20521	6/3/2024	1757	Ingram Library Services	Books & Materials FY 24	6,826.73
20522	6/3/2024	1803	JanWay Company USA, Inc.	6' fitted table clovers	1,059.00
20523	6/3/2024	2234	Overton Power District #5	SVC 4/8/24 - 5/8/24 MV	410.29
20524	6/3/2024	2702	Grainger, Inc.	FAC - Safety Glasses	292.20
20525	6/3/2024	2852	Chem-Aqua, Inc.	EV & RB: FY 24-HVAC Water Treatment	630.00
20526	6/3/2024	2860	Las Vegas Review Journal	Blanket POs thru 06-24 (Apr 1-May 5,2024)	4,700.00
20527	6/3/2024	2891	AFLAC	May 2024	777.82
20528	6/3/2024	3149	Midwest Tape	Order PUR026274	5,145.84
20529	6/3/2024	3435	Ace Fire Systems, Inc.	Various: FY 24 Fire Alarm/Sprinkler Testing	90.00
20530	6/3/2024	3770	Cox Communications of Las Vegas	Service 05.17.24 - 06.16.24	30,956.99
20531	6/3/2024	4540	Robert Half	Gardiner, Julia WE 05/24/2024	1,866.00
20532	6/3/2024	4676	Color Reflections	Blanket PO printing thru June 2024	1,044.00
20533	6/3/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	131.76
20534	6/3/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	403.00
20535	6/3/2024	8122	Staples Advantage Dept LA	Supplies HR	5,373.91
20536	6/3/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	337.50
20537	6/3/2024	9101	O'Reilly Auto Parts	#43 - Equip. Repair & Maint.	166.97
20538	6/3/2024	9191	Canon Solutions America, Inc.	Mnthly maint 03.31.24 - 04.29.24 WM	1,026.36
20539	6/3/2024	9383	Office Plus	CRTDG,LI,BK,ORIG HP305X,M PS_WM	2,087.49
20540	6/3/2024	9431	B&H Photo-Video	WC Speakers	1,928.32
20541	6/3/2024	9454	Apple Inc.	LO iPads	1,994.00
20542	6/3/2024	9631	Elliott's Sewer & Drain	Various: FY24 - Misc Plumbing Repairs	137.75
20543	6/3/2024	9827	Vision Sign Inc.	SM&SV:FY24-Sign Maintenance	210.00
20544	6/3/2024	9907	Principal Life Insurance Company	June 2024	30,415.85
20545	6/10/2024	10129	Fun Express LLC	Scavenger Hunt Prizes and Bookmarks	466.48
20546	6/10/2024	10147	CompuNet, Inc.	Add'l lic., co-term end:1/29/25	2,387.86
20547	6/10/2024	10184	City of Mesquite Athletics & Leisure Services Dept	MQLC:FY24-Landscape Maintenance	800.00
20548	6/10/2024	10535	Johnson Controls Fire Protection LP	EN:FACP Supervisory Trouble Code-Zone 4	765.00
20549	6/10/2024	11652	Nathaniel Paul Waugh	May 23 Board Comp	40.00
20550	6/10/2024	11681	Jennifer L. Jiron	May 23 Board Comp	40.00
20551	6/10/2024	11703	Kathleen Hagen Turner Whiteley	May 23 Board Comp	40.00
20552	6/10/2024	11984	Victig Background Screening	Order PUR026756	1,245.38
20553	6/10/2024	1201	Best Janitorial Services of Nevada	Various: FY24-Janitorial Service	157,132.20
20554	6/10/2024	12054	Amazon Capital Services, Inc.	Amazon Billing 04/15/24 to 05/14/24	55,768.65
20555	6/10/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	2,207.75
20556	6/10/2024	12302	Elaine Sanchez	May 23 Board Comp	40.00
20557	6/10/2024	1240	Brady Industries of Nevada, LLC	Consumer Supplies	502.68
20558	6/10/2024	12405	Karen L. Dutkowski	May 23 Board Comp	40.00
20560	6/10/2024	1455	Dell Marketing L.P.	Supp. for Power Vault, End: 06/11/2024	193.02
20561	6/10/2024	1742	Ideal Supply Company Inc.	CH - Fix Water Leak n Closet	143.11
20562	6/10/2024	1757	Ingram Library Services	Books & Materials FY 24	11,021.67
20564	6/10/2024	2698	Virgin Valley Disposal	SVC 5/1/24 - 5/31/24 MQ	141.03
20565	6/10/2024	2702	Grainger, Inc.	MB - 2nd set of Cooling Towers	110.00
20566	6/10/2024	2799	CDW Government Inc.	WM CL replacement printer	2,308.28
20567	6/10/2024	2853	Dick Blick	Order PUR026600	122.88
20568	6/10/2024	3324	Rio Virgin Telephone Co.	Service 06/01/2024 to 06/30/2024	469.79
20570	6/10/2024	3776	Got Bugs LLC	MQL & MQLC: FY 24-Pest Control	400.00
20571	6/10/2024	4540	Robert Half	Gardiner, Julia WE 05/31/2024	1,516.13
20572	6/10/2024	5001	UniFirst Corporation	FAC: FY 24 - Uniform Rental	131.76
20573	6/10/2024	5718	Tangerine Office Machines	Printer Support WM Computer Lab	110.00
20575	6/10/2024	8122	Staples Advantage Dept LA	KCUP GEVALIA KAF COLUMBIA - HR	10,115.43
20576	6/10/2024	8155	Las Vegas Clark County Library District Foundation	Book Store Sales Apr 2024	16,001.56
20577	6/10/2024	9101	O'Reilly Auto Parts	#59 - Wiper Fluid & Shop Towel	10.78
20578	6/10/2024	9287	Otis Elevator Company	WM: Elevator Repair	4,641.82
20579	6/10/2024	9332	Felipe A. Ortiz	May 23 Board Comp	40.00
20580	6/10/2024	9431	B&H Photo-Video	WC Speakers	862.49
20581	6/10/2024	9869	Unique Integrated Communications	Call Center Operations - Jan 2024	8,006.86
20583	6/17/2024	10228	Sterling Volunteers	Order PUR026820	191.50
20584	6/17/2024	10482	Kanopy Inc.	PPU program	100,000.00
20585	6/17/2024	1064	Allied Refrigeration Inc.	WV - HVAC Capacitors	57.72
20587	6/17/2024	10782	World Archives Holdings LLC	1 yr sub 1/1/24-12/31/24	12,155.00
20588	6/17/2024	10834	Brittany Mangelson	Transcribing for 0523 Mtg	233.00
20589	6/17/2024	11101	Academy Glass Company Inc.	EV: Glass door repair	337.50
20590	6/17/2024	11626	Jay Atwood	Kawai Grnd RX7 2425591,Yamaha Uprt T119535	420.00
20591	6/17/2024	11941	Brink's Incorporated	Excess Fees May 24	3,786.45
20593	6/17/2024	12130	PDQ Gill's Printing Evolved	Blanket PO printing thru June 2024	1,728.68
20594	6/17/2024	12175	PSI Services, LLC	May 2024	215.00
20595	6/17/2024	1240	Brady Industries of Nevada, LLC	Consumer Products	334.80
20596	6/17/2024	12407	Par 3 Landscape and Maintenance Inc	FY 24 - Add'l Landscape Services	1,731.40
20597	6/17/2024	1580	Ferguson Enterprises, LLC	EV - Waterfree Urinal Cartridge Kit	912.92
20598	6/17/2024	1757	Ingram Library Services	Books & Materials FY 24	62,332.93
20599	6/17/2024	1803	JanWay Company USA, Inc.	Order PUR026800	1,916.97
20600	6/17/2024	1854	Kamer Zucker Abbott	Attorney/Legal Fees May 2024	5,320.00
20601	6/17/2024	1897	Lakeshore Learning Materials	Storytime Items, Replacement Play food	457.82
20603	6/17/2024	2015	Machabee Office Environments	2 Tables and 6 Chairs -CC	1,770.00
20604	6/17/2024	2098	Moapa Valley Water District	SVC 5/8/24 - 6/4/24 MV	248.55
20605	6/17/2024	2152	Codale Electric Supply Inc	WH - Lighting	582.00
20606	6/17/2024	2215	OCLC Inc.	Lending Key -15 branches 5/22/24-5/21/25	3,824.25
20607	6/17/2024	2234	Overton Power District #5	SVC 5/1/24 - 6/1/24 MQLC	2,106.60
20608	6/17/2024	2350	Rebel Oil Company	SC: Vehicle Diesel & Unleaded Fuel	11,543.82
20609	6/17/2024	2486	Sonitrol Of Southern NV	FY24-Burglar/Fire/Panic Button Repair	133.20
20610	6/17/2024	2567	Teamsters Local Union #14	Union Dues - June 2024	12,583.00
20611	6/17/2024	2767	World Book, Inc.	Electronic databases -Wizard & Online bks	11,010.00
20612	6/17/2024	2798	Brodart Co.	Order PUR025971	42,784.85
20613	6/17/2024	2799	CDW Government Inc.	Mac Lic. Subs.,End: 06/2026	1,045.73
20614	6/17/2024	2819	CenturyLink Communications, LLC	Service from June 07.24 to July 06.24	2,452.15
20615	6/17/2024	2853	Dick Blick	Order PUR026663	197.30
20616	6/17/2024	2860	Las Vegas Review Journal	Blanket POs thru 06-24 (Apr 1-June 2,2024)	15,464.75
20617	6/17/2024	2914	Iron Mountain	FY 2024 Service	686.42
20618	6/17/2024	3149	Midwest Tape	Order PUR026311	6,513.09
20619	6/17/2024	3307	Unique Management Services, Inc.	Placements - May 2024	5,609.25
20620	6/17/2024	3355	Teamsters Security Fund S. Nevada	June 2024 Invoice	424,632.99
20621	6/17/2024	3435	Ace Fire Systems, Inc.	Various:FY 24 Fire Alarm/Sprinkler Testing	300.00

# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 05/18/2024 through 06/21/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20622	6/17/2024	4042	Baker & Taylor, Inc.	Order PUR026771	39,425.23
20623	6/17/2024	4517	Fingerprint Pros, Inc.	11 Pre-employment fingerprints	649.00
20624	6/17/2024	4522	Quest Diagnostics	11 pre-employment drug tests	440.55
20625	6/17/2024	4540	Robert Half	Gardiner, Julia WE 06/07/2024	1,866.00
20626	6/17/2024	4604	Brodart Library Supplies & Furnishings	supply orders - dvd, cd cases & inserts	1,668.28
20627	6/17/2024	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - June 2024	6,836.01
20628	6/17/2024	5130	OverDrive Inc.	eBook & eAudio invoices	518,632.03
20629	6/17/2024	5769	The Penworthy Company	monthly s o boardbooks	9,585.73
20631	6/17/2024	6646	Aqua Serv Engineers, Inc.	Various: FY24-Water Treatment	2,838.68
20632	6/17/2024	7188	Innovative Interfaces, Inc.	Skyriver eMarc May 24 - 1,117 records	837.75
20633	6/17/2024	7671	Rentokil	Various: FY 24 - Pest Control	1,413.00
20634	6/17/2024	7687	United Lock and Security, Inc.	Safe Issue at SM	134.50
20635	6/17/2024	8010	Allied Universal Security Services	FY24 Security-Special Events	8,112.19
20636	6/17/2024	8122	Staples Advantage Dept LA	Supplies WH	1,031.45
20637	6/17/2024	8438	Carrier Corporation	SM: HVAC Service Call	982.00
20638	6/17/2024	8557	Guaranteed Pest Solutions LLC	Various FY24-Pest Control WM	308.75
20639	6/17/2024	8593	American Sign Language Communication	Order PUR026806	360.00
20640	6/17/2024	8671	Eurie Creative, Inc.	Fall Gardening Tips Freelance Art	350.00
20641	6/17/2024	8718	Library Ideas, LLC	Order PUR026637	33,077.92
20642	6/17/2024	9104	AV Vegas	Acoustic instrument amp	130.00
20643	6/17/2024	9191	Canon Solutions America, Inc.	Mnthly maint 03.15.24 - 04.14.24 WM	2,736.32
20646	6/17/2024	9869	Unique Integrated Communications	Call Center - Svc period - May 2024	6,635.04
20647	6/17/2024	9890	High Sierra Elevator Inspections	Various: FY 24-Annual Elevator Inspections	1,230.00
94250	5/20/2024	12560	Rio Thomas Roderiques	Replace PR #8 check 04.19.24	313.14
94293	5/23/2024	10872	Radioactive Productions	Blanket PO for videos thru June 2024	600.00
94294	5/23/2024	10930	Business Enterprises of Nevada	EV: FY 24 - Cafe Management	2,768.00
94295	5/23/2024	11589	Greenspun Media Group, LLC	Blanket PO for ads thru June 2024	3,000.00
94296	5/23/2024	11626	Jay Atwood	Kawai Grand RX7 (2355510) Main Theater	300.00
94297	5/23/2024	11813	ASSA ABLOY Entrance Systems US Inc	WM: new motion presence sensor	1,558.16
94298	5/23/2024	11916	GB Auto Service, Inc.	#36 - LOF, Oil Filter & MPI	159.97
94299	5/23/2024	11956	Fat Brain Toys	Summer Challenge 2024 Prizes	504.73
94300	5/23/2024	12103	Professional Sports Publications	2024 Las Vegas Raiders Game-Program	88,000.00
94301	5/23/2024	12389	Open Heart Happy Heart LLC	EN Program Healing with Chakras	100.00
94303	5/23/2024	12419	David Becker Photography Inc	Spring Fair photos at SV 05.19.24	400.00
94304	5/23/2024	12460	Enlightened Mind LLC	SM Chakra Classes CR	500.00
94305	5/23/2024	12551	Loyalty Group LLC	SVSF - 5/19 Matcha Tea	600.00
94306	5/23/2024	12554	Laplink Software Inc.	Order PUR026584	1,030.50
94307	5/23/2024	12558	Ashok Goyal	Invoice PI039779	60.00
94308	5/23/2024	12559	Soe Uneek Entertainment	Invoice PI039780	250.00
94309	5/23/2024	12795	David Tovar	5/11/24 CH Veterans Fair DJ	1,000.00
94310	5/23/2024	12814	American Equipment Holdings, LLC	2024 Annual Lift Inspections	1,925.00
94311	5/23/2024	12823	All American Entertainment	SC 24 - Jessica Louie	5,000.00
94312	5/23/2024	1577	FedEx	FedEx Express Svcs Summ as of 05.17.24	162.44
94313	5/23/2024	2159	AT&T SBC	Svc 05.11.24 - 06.10.24	321.21
94314	5/23/2024	2494	Southwest Gas Corp.	SVC 4/13/24 - 5/13/24 CC	7,478.60
94316	5/23/2024	2772	Xerox Corporation	Blanket PO-print through June 2024	1,206.14
94317	5/23/2024	2799	CDW Government Inc,	Replacement APC Battery Cart.	4,264.14
94318	5/23/2024	2838	Verizon Wireless	Service 04.15.24 - 05.14.24	19,046.82
94319	5/23/2024	2861	Jay D. Whipple	MV: FY 24 - Pest Control	40.00
94320	5/23/2024	4117	Television Monitoring Services, Inc.	Blanket PO media thru June 2024	150.00
94321	5/23/2024	6301	Cobalt Truck Equipment	#60 & 62-New springs for both Box Trucks	186.31
94322	5/23/2024	6745	PERS Administrative Fund	PERS Conference 07.16.24	600.00
94323	5/23/2024	6782	McFadden-Dale Industrial Hardware	Truck Wrenchet Straps	75.60
94324	5/23/2024	7687	United Lock and Security, Inc.	Various FY24-Misc Lock/Key Services	127.50
94325	5/23/2024	8736	Emcor Services Nevada	Various: FY 24 - Chiller Service	3,288.00
94326	5/23/2024	9454	Apple Inc.	Branch iPads	10,760.00
94337	5/30/2024	11916	GB Auto Service, Inc.	#64 _ LOF, Oil Filter, Tires Rotated & MPI	630.98
94338	5/30/2024	11954	Kaethe Hostetter	QWANTQWA Live Performance 5/23/24	2,000.00
94339	5/30/2024	12322	International Opera Institute	Jazz Concerts	1,500.00
94340	5/30/2024	12471	Pasifika Artists Network LLC	Kanekoa - May 24 & 25,2024	15,000.00
94341	5/30/2024	12510	Nevada Humanities, Inc.	SM Art Class AAPHHM	200.00
94342	5/30/2024	12525	Erik Beehn	Frame for SW drawing	1,583.27
94343	5/30/2024	12530	California State Disbursement Unit	Mandated Court Payment	28.93
94344	5/30/2024	12564	Palos Verdes Library District	ILL #224486952	32.00
94345	5/30/2024	12567	Melissa Ann Sudduth	Refund library materials	21.99
94346	5/30/2024	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
94347	5/30/2024	2494	Southwest Gas Corp.	SVC 04/18/24 - 5/16/24 WV	4,331.34
94348	5/30/2024	2838	Verizon Wireless	Service 04.21.24 - 05.20.24	2,939.64
94350	5/30/2024	6817	Reliance Connects	Svcs 06.01.24 - 06.30.24 Bus Office	719.41
94351	5/30/2024	9541	Russell Lissau	5/22 Writing Workshop	500.00
94352	5/30/2024	9895	National Benefit Services, LLC	NBS April 2024 Admin Fee Invoice	497.00
94353	5/30/2024	9937	AFLAC Premium Holding	May 2024	2,501.70
94354	5/30/2024	9945	Texas Life Insurance Company	May 2024	187.55
94356	6/5/2024	10063	Kyle Khembunjong	SC 24 - DW Guitar Program	600.00
94357	6/5/2024	10081	American Button Machines	1.5" Pinback Button Set plus shipping	385.98
94358	6/5/2024	10253	Elizabeth Ann Foyt	May 23 Board Comp	40.00
94359	6/5/2024	10389	The Firm	Blanket PO the Firm PR Svc Nov 23-June24	2,960.00
94360	6/5/2024	10568	Katherine Swick	SC 24 - DW Astrology Program	400.00
94361	6/5/2024	11589	Greenspun Media Group, LLC	Blanket PO for ads thru June 2024	3,000.00
94362	6/5/2024	11801	Jeffrey Scott Trower	SM Drum Circles 23-24	500.00
94363	6/5/2024	12046	Enchanted Forest Reiki Center	Reiki May Classes	33.00
94364	6/5/2024	12179	JaeAna Bernhardt	SW - 6 Sound Healing Classes	100.00
94365	6/5/2024	12235	Bonnie Kelso	SC 24 - Bonnie Mandala DW Program	700.00
94366	6/5/2024	12237	Multiservice Association XPM	SC 24 - DW Telescopic Program	600.00
94367	6/5/2024	12434	Molodi	SC 24 - DW stepping program	300.00
94368	6/5/2024	12503	Daniel James Clark	SC 24 - DW Photography Program	400.00
94369	6/5/2024	12506	Amanda Lozano	SC 24 - DW Painting Program Montaysia	600.00
94370	6/5/2024	12514	Courtney L. Thomas	CoCajenkins WM show 5-31-24	600.00
94371	6/5/2024	12553	Articulate Global, LLC	Articulate 360 - LO Trainer	699.00
94372	6/5/2024	12565	Lewis & Clark College	ILL #223586717	90.00
94373	6/5/2024	12569	Billy M. Rountree	Refund PC Res overpymt	19.80
94374	6/5/2024	12797	Alvin T. Travis	Two Performances at Whitney Library	4,600.00
94375	6/5/2024	12823	All American Entertainment	SC 24 - Sandy Abrams	4,000.00

# Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

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

General Fund - 100  
From 05/18/2024 through 06/21/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
94376	6/5/2024	12826	Abbott's Custom Printing	8 jobs while xerox was down	1,120.00
94377	6/5/2024	12835	Unbound Events, Inc.	SC 24   Sarah Penner	10,000.00
94378	6/5/2024	1991	Lowe's Improvement	APR - MAY 2024 - Operating & Small Equip.	1,279.30
94379	6/5/2024	2097	Moapa Valley Telephone Co. Inc.	Service 05.26.24 - 06.25.24 OVRT	304.04
94380	6/5/2024	2159	AT&T SBC	Service 05.25.24 - 06.24.24	381.26
94381	6/5/2024	2494	Southwest Gas Corp.	SVC 4/26/24 - 5/24/24 SW	4,823.08
94382	6/5/2024	5246	Kelly D. Benavidez	May 23 Board Comp	40.00
94383	6/5/2024	5932	Nexus Holdings LLC	FY 24-Ann'l Fire Door/Curtain/Window Insps	8,100.00
94384	6/5/2024	6817	Reliance Connects	MQL/MQLC: FY 24 - Alarm Monitoring	134.85
94385	6/5/2024	9159	Mesquite Lumber /Ace Hardware	MQL - Door Stop	8.99
94387	6/13/2024	1017	AAA Air Filter Company, Inc.	Various: FY 24 - Air Filter Changes	2,722.15
94388	6/13/2024	10217	T-Mobile	Fleet Locate 360-Apr 21, 24 to Mar 20, 24	448.00
94389	6/13/2024	11551	Talewise LLC	12 performances for Summer Challenge '24	4,500.00
94390	6/13/2024	11564	SPEBSQSA, Inc.	Silver Statesmen WM 6.9.2024	500.00
94391	6/13/2024	11589	Greenspun Media Group, LLC	Blanket PO for ads thru June 2024	4,750.00
94392	6/13/2024	11642	Partsbuilt 3D	3D printer repair parts	874.89
94393	6/13/2024	11696	As We Knew It, LLC	June Las Vegas Stories - LV on Film, Pt 2	500.00
94395	6/13/2024	11898	Biznet LLC	Business Classes 07.27.23 RB	700.00
94396	6/13/2024	11916	GB Auto Service, Inc.	#61-LOF, MPI, Oil Filter, & Tires Rotated	59.98
94397	6/13/2024	11935	Work Institute, LLC	Monthly Maintenance Fee May 2024	560.25
94398	6/13/2024	12059	Printed Solid Inc.	Prusa supplies	955.43
94399	6/13/2024	12076	PBC Guru LLC	PBC Guru Virtual Visits	8,500.00
94400	6/13/2024	12157	Kazoo, Inc.	Annual Contract	20,457.80
94401	6/13/2024	12176	Columbia Artists Music, LLC	Chad Lawson WM Library 10.29.2024_20%	500.00
94402	6/13/2024	12180	i3screen	MRO services	45.35
94403	6/13/2024	12191	CHUBB	May 2024	993.76
94404	6/13/2024	12312	SizeUp Inc	Renewal - yr 2 sub	22,925.00
94405	6/13/2024	12378	Thomas S Klise Company	Order PUR026628	25,915.74
94406	6/13/2024	12414	Monkey Mind Management LLC	Yoga at the Library Contract - May 2024	1,100.00
94408	6/13/2024	12474	CSM Consulting Inc	E-Rate consulting contract	4,250.00
94409	6/13/2024	12511	Huntsman Entertainment Inc	50% deposit-WM Disney Shows 9-2024	2,400.00
94410	6/13/2024	12523	Cloud Nine Design Studio	EN T-Shirt Printer Ink- Office Supplies	339.96
94411	6/13/2024	12530	California State Disbursement Unit	Mandated Court Payment	28.93
94412	6/13/2024	12541	1989 Dreams Productions	Stage Play June 2024	2,500.00
94414	6/13/2024	12546	Just Chillin LLC	Summer Challenge Kick Off 2024	400.00
94415	6/13/2024	12549	Larry Wade Hampton	Salsa Demo 2024	300.00
94416	6/13/2024	12566	Curry Public Library ILL	ILL #25095894	20.99
94417	6/13/2024	12581	Sherry Smith	Invoice PI039927	150.00
94420	6/13/2024	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Sewer SVC 7/1/24 - 9/30/24 SM	2,386.49
94421	6/13/2024	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
94422	6/13/2024	1474	Di Bella Flowers & Gifts	Invs 14619 & 15215	221.96
94423	6/13/2024	2117	Multi-Cultural Books & Videos, Inc.	Order PUR026638	2,331.46
94424	6/13/2024	2494	Southwest Gas Corp.	SVC 5/1/24 - 5/30/24 SV	268.45
94426	6/13/2024	2837	Republic Services # 620	Medical Waste 6/1/24 - 6/30/24 WM	7,496.48
94428	6/13/2024	3383	Home Depot Credit Services	Apr-May 2024 Operating & Small Equipment	1,915.28
94429	6/13/2024	3755	Las Vegas Brass Band	2024 Concert Season	1,000.00
94430	6/13/2024	5026	Nevada State Treasurer	Mandated Court Payment	2.00
94431	6/13/2024	8192	AT&T	Service 06.01.24 - 06.30.24	106.21
94433	6/13/2024	9151	Occupational Health Centers of the SW, P.A.	Injury Care	159.00
94434	6/13/2024	9895	National Benefit Services, LLC	May 2024	565.00
94435	6/13/2024	9966	The Sherwin-Williams Co.	EV - Painting on Ceiling	275.15
94438	6/21/2024	10458	4imprint Inc.	Coloring Pencils for Activity Book	3,120.44
94439	6/21/2024	10881	Cosco Fire Protection, Inc.	EV: FY 24 - Fire Sprinkler Inspections	116.00
94440	6/21/2024	10900	Asian Journal Publications	May ads	4,800.00
94441	6/21/2024	11813	ASSA ABLOY Entrance Systems US Inc	WV: Replacement of West Entry Staff Door	2,481.68
94442	6/21/2024	12043	Paul Pinion	DW Pride Painting Programs June 2024	1,200.00
94443	6/21/2024	12179	JaeAna Bernhardt	WC Sound Bowl Classes (5) 2024	375.00
94444	6/21/2024	12185	Carolyn S. Thompson	SM Art Card Classes	700.00
94445	6/21/2024	12193	Robert J. Leppke Jr.	May freelance	1,332.50
94446	6/21/2024	12333	In-House Production	CC Rigging repairs	2,321.56
94447	6/21/2024	12506	Amanda Lozano	SC - DW Photography Class Blue Day	600.00
94448	6/21/2024	12529	Ellis Rice	Juneteenth 2024	1,000.00
94449	6/21/2024	12543	LA Follies LLC	Invoice PI039960	1,425.00
94452	6/21/2024	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Sewer SVC 5/1/23 - 7/31/24 WV	14,638.26
94453	6/21/2024	2175	NV Energy	Summary Bill May 2024	115,801.91
94454	6/21/2024	2494	Southwest Gas Corp.	SVC 4/30/24 - 5/29/24 BD	4,804.87
94455	6/21/2024	4117	Television Monitoring Services, Inc.	CC Libraries Cooling Stations	100.00
94456	6/21/2024	9426	Rapid Color, Inc.	Storytime Summer Flyers	2,480.00
94457	6/21/2024	12109	OBMr. Special Enterprises, Inc.	Anti Bullying Conference 06.27.24 G. Glantz	40.00
Total 100 - General Fund					\$ 3,323,057.94



Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Grant Fund - 220  
From 05/18/2024 through 06/21/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20421	5/20/2024	10011	ACT, Inc.	Renewal Agreement 2024-2025	\$ 3,000.00
20424	5/20/2024	10578	Aztec Software LLC.	Foundations & Fundamentals series	2,490.00
20425	5/20/2024	10746	Santiago Ricoy	ELV Robotic Lab	1,000.00
20428	5/20/2024	12045	Eagle Promotions	NNLM Grant Swag	3,087.50
20458	5/20/2024	8122	Staples Advantage Dept LA	Missed inv from Dec Supplies EN	1,983.58
20513	6/3/2024	10578	Aztec Software LLC.	Aztec concurrent CMAA, Pharm Tec, ESL Trans	26,304.80
20569	6/10/2024	3770	Cox Communications of Las Vegas	COX May EFC WIFI 001 8610 149103901	135,527.00
20575	6/10/2024	8122	Staples Advantage Dept LA	KCUP GEVALIA KAF COLUMBIA - HR	415.80
20636	6/17/2024	8122	Staples Advantage Dept LA	Supplies WH	2,426.92
20648	6/17/2024	9935	Burlington English Inc.	250 seats -June 2024-225	24,000.00
94437	6/21/2024	10200	Nevada Adult Educators	Invoice PI039988	500.00
Total 220 - Grant Fund					\$ 200,735.60

Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Gift Fund - 230

From 05/18/2024 through 06/21/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20458	5/20/2024	8122	Staples Advantage Dept LA	Missed inv from Dec Supplies EN	\$ 99.73
20509	6/3/2024	10129	Fun Express LLC	Bulk Tattoo, Stickers & Craft Kits Assort	1,227.15
20535	6/3/2024	8122	Staples Advantage Dept LA	Supplies HR	138.08
20575	6/10/2024	8122	Staples Advantage Dept LA	KCUP GEVALIA KAF COLUMBIA - HR	116.97
20582	6/17/2024	10129	Fun Express LLC	Lil' Learner Supplies August 2024	478.95
20586	6/17/2024	10746	Santiago Ricoy	Las Vegas East Robotics Lab	1,600.00
20592	6/17/2024	12086	Book Depot Inc.	Lil' Learner Books July 2024	3,422.47
20645	6/17/2024	9821	Liquid Courage	Tails & Cocktails on May 24, 2024	1,657.05
94407	6/13/2024	12418	Stoked On Printing Ltd	Additional Corporate Challenge Shirts	135.54
Total 230 - Gift Fund					\$ 8,875.94

Regular Board of Trustees Meeting- July 11, 2024 - Item VI. Library Reports

Las Vegas - Clark County Library District  
Check/Voucher Register

Capital Projects Fund - 510  
From 05/18/2024 through 06/21/2024

Check/Voucher #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
20431	5/20/2024	1455	Dell Marketing L.P.	For new voicemail & phone system	\$ 13,523.24
20454	5/20/2024	7371	EnvisionWare, Inc.	Open PO for LDS Fax Overage End 06/30/24	13,191.00
20470	5/24/2024	10405	Exclaimer LLC	Subs. for period: 5/12/24 - 5/12/25	9,450.00
20559	6/10/2024	12827	Hypertec USA, Inc.	Panasonic Projector PT-REZ10Bu7	24,317.92
20563	6/10/2024	2152	Codale Electric Supply Inc	LED Project: Sunrise	1,528.65
20574	6/10/2024	7285	Henriksen Butler Nevada	WMSC: Additional cabinets for staff	8,616.04
20602	6/17/2024	1954	The Library Store Inc.	EN Refresh: Customer Service Desk	5,336.84
20605	6/17/2024	2152	Codale Electric Supply Inc	WH - Lighting	693.24
20630	6/17/2024	6147	DG Koch Associates, LLC	EN: Bidding Assistance	400.00
20644	6/17/2024	9758	ConvergeOne, Inc.	Rural Firewalls w/ support thru 6/2027	19,226.75
94302	5/23/2024	12406	Wood Rodgers Inc	MC: Flood Damage Repair	1,440.00
94315	5/23/2024	2726	Welles Pugsley Architects LLP	EN: Refresh - Consulting	1,000.00
94327	5/23/2024	9696	Truly Superb Painting, LLC	SV Refresh: Painting - Gallery and YS	2,025.00
94349	5/30/2024	2883	Schindler Elevator Corp	Monitoring Units for safety/code compliance	33,950.49
94355	5/31/2024	10148	CORE Construction Services of Nevada, Inc.	West Las Vegas Construction	223,187.94
94378	6/5/2024	1991	Lowe's Improvement	APR - MAY 2024 - Operating & Small Equip.	25.08
94386	6/5/2024	12555	Vegas Custom Food Trucks	STEAM Full Ahead Veh-Outfitted for Programming	25,410.00
94394	6/13/2024	11701	StayConnected	ER iPad Wrappers	8,900.00
94408	6/13/2024	12474	CSM Consulting Inc	E-Rate consulting contract	8,000.00
94413	6/13/2024	12545	Rockridge LLC	EN Refresh: Pendant Sprinkler Heads	2,845.00
94418	6/13/2024	12787	Xtivia, Inc.	Monday.com Implementation Services	200.00
94419	6/13/2024	12836	KOR Building Group, LLC	EN Refresh - Bid No. 24-07	127,345.29
94427	6/13/2024	2883	Schindler Elevator Corp	Monitoring Units for safety/code compliance	33,950.51
94428	6/13/2024	3383	Home Depot Credit Services	Apr-May 2024 Operating & Small Equipment	272.44
94432	6/13/2024	8502	Regina L Schweska	EN: Chiller - Labor Compliance Admin	6,500.00
94450	6/21/2024	12787	Xtivia, Inc.	Monday.com Implementation Services	9,750.00
94451	6/21/2024	12831	DynTek Services, Inc.	10 Add'l outdoor AP's	3,119.50
Total 510 - Capital Projects Fund					\$ 584,204.93
Total - All Funds					<u>\$ 4,116,874.41</u>



## ITEM VI.A.3.b.

### MEMORANDUM

---

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

**FROM:** General Services Report

**DATE:** June 30, 2024

**SUBJECT:** General Services Report, June & July 2024

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

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

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

**Construction Status:** Construction began on April 12<sup>th</sup> 2024 and is approx. 15% complete. Work completed to date includes rough grading, trenching and underground utilities including electric, sewer, water and fire. Rebar is being installed. Three week look ahead includes pouring of footers and delivery of CMU wall and the installation of stem walls.





### **Additional Capital Project**

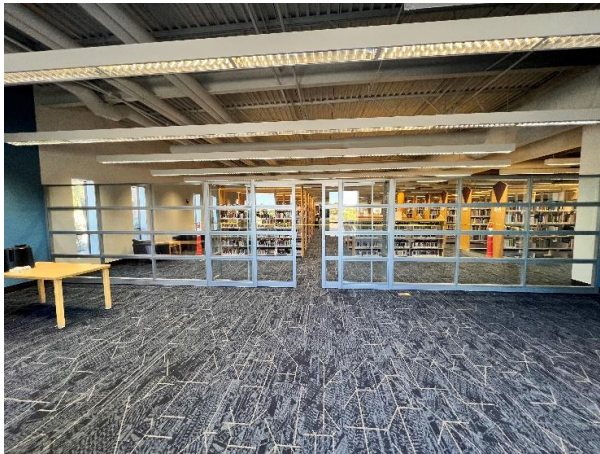
**Enterprise Library Refresh** – Renovations are substantially complete. The Branch has received new flooring and paint, new Adult and YS Computer Areas, a new Teen Zone, new Creations Labs, a new Digital Memories Preservation Lab, a Flex Classroom, and upgraded Study Rooms.



**New Patron Seating**



**Remodeled Multipurpose Room**



**New Teen Zone**



**Remodeled Youth Library**

**Whitney Library Refresh** – Construction is Scheduled to Begin July 7<sup>th</sup> - 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.

**Fire Alarm Replacement for the Summerlin, Rainbow and Spring Valley Libraries** – Both The Spring Valley Library and the Rainbow Library have been completed. We are still awaiting permits approval for the Summerlin Library.

**Mount Charleston Parking Lot Replacement.** A new parking lot was installed for the Mount Charleston Library June 10<sup>th</sup> – June 15<sup>th</sup>. The parking lot was damaged due to flooding.

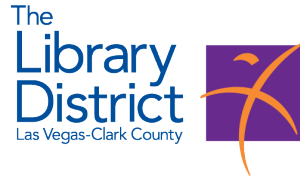


**Safety and Security Update:**

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

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:** June 30, 2024

**SUBJECT:** Human Resources Activity Report, June & July 2024

This memorandum reports on the Human Resources Department's activities and project updates for the months of June and July 2024 and analytics compiled from the period of July 1, 2023 TO May 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 - Hold Pending Foundation
      - 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 - Complete
    - Process / Scoring - Complete
    - Timeline - Complete
    - Develop Communications and Marketing Materials - Complete
    - Introduce at July Town Hall - Pending
  - Develop and implement Multilingual Pay Program (CBA 2024 7/1)
    - Develop Guidelines - Complete
    - Testing Vendor Selection - Complete
    - Communicate Guidelines -
  - Develop and implement Employee Emergency Fund Program
    - Determine 3rd party administration feasibility - Complete
    - Develop Funding Presentation - Hold Pending Foundation
- **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:**

- HR Offered District Training
- Conflict of Interest Declaration / Process (2023)

## Training Information

**Green = Program developed and implemented within last four (4) years.**

## ALL EMPLOYEES

### New Hire Orientation

Facilitated Every Other Tuesday (7 hours)

Purpose: For new employees joining The Library District (and those returning after 6 months or more of separation) to get acclimated to the District.

- Overview of the Library District
  - Mission, Vision, Values
  - Our History & Leadership
  - Welcome Video from the Executive Director
  - Open Door Policy & Executive Director Roundtables
  - Structure – The Board, Executive Director, Administration Team
  - Fun Facts about the Library District
  - Library District Locations and the Future of Our Libraries
  - Roles & Responsibilities of Each Department
  - Library District Revenue & Expenditures
  - Four Pillars and Playbook 2026
  - Library Services & Departments
  - Accomplishments – Library of the Future & Other Awards
  - Our Foundation and Partnerships
- Policies and Procedures
  - Safety and Training – Safety Data Sheets, Proper Lifting, Fire Extinguishers
  - Employee Attendance Policy & Time Off
  - Conflict of Interest Policy
  - Outside Employment Policy
  - Dress Guidelines – Dress appropriately when you come to work
  - Computer, & Electronic Use Guidelines - Privacy is not to be expected, Government Employees are to use their work email for professional purposes.
  - Social Media Participation Guidelines – Brand Guidebook, online conduct, employees and speaking to the media.
  - Sexual Harassment & Discrimination Policy
  - Holidays and Time Off
- Walking Tour
  - Windmill Service Center
  - Windmill Library
- Customer Service
  - A Culture of Service and why it matters
  - G.R.E.A.T. Service Acronym
  - Conduct In Person and Telephonically
  - Being Brand Ambassadors
  - Safe Place – Purpose and Brief Process Overview
- Diversity & DEIA Committee
  - DEIA Committee Purpose
  - DEIA Practices & Survey
- Employee Systems & Communication
  - UKG Timekeeping & Pay
  - Knowledge College Learning System
  - Voyager Employee Intranet Site
  - Halogen/Saba Employee Evaluation System

## Training Information

### **Annual Compliance Training**

Required for all employees every year, topics may vary

1/1/2024-1/31/2024

- Sexual Harassment & Discrimination
- Recognizing Your Own Bias
- Active Shooter
- Back Safety
- Safety Data Sheets
- Fire Extinguisher

### **Customer Connection Service Training**

1/2022-6/2022

- **453** employees attended
- Rolled out District wide over the entire calendar year
- 22 engaging virtual sessions
- Became part of orientation in July 2022, now every employee receives it in orientation

### **Ryan Dowd Homeless Training**

Ongoing

- Online Video Series Regarding Homelessness
- Required For New Library Operations Employees to Watch the Series On 'Addressing Homeless Issues'
- Monthly Trainings Are Available on a Variety of Homeless Topics

### **Ethics in Government**

6/7/21 (During the pandemic, requested by Felipe Ortiz from the Board)

**568** employees completed.

Online course utilizing materials from the Nevada Ethics Board

Included a quiz and employees had to receive a passing score.

### **Annual IT Compliance Training**

Required for all employees every year in July or August, topics typically include:

- Password Security
- Email Security
- Social Engineering
- Phishing

## **FUTURE LEADERS**

### **Apprentice PIC Program & Training**

5/2021 – 5/2022 – Onsite & Virtual – one full year commitment

**14** graduates

Purpose: The Apprentice Person-In-Charge program is designed to assist The District with coverage for existing PIC's. This program is a step to promotion and will have employees working above class. Completion of the Apprentice Person-In-Charge program constitutes as 12 months of experience towards a promotional opportunity.

## Training Information

Employees that successfully graduate from this program are able to fill in for PICs and receive a pay differential of 25% added to their base hourly rate for hours designated by management as PIC hours.

## LEADERS

### **RISE Training – Recruiting, Interviewing, and Selecting Employees**

Ongoing – offered quarterly and on an adhoc basis

- Required for all New Leaders, must attend prior to interviewing
  - Recruiting and Selection Process
  - Interview Preparation and Etiquette
  - Legal Interview Questions and Employment Law
  - Potential Interview Biases
  - Scoring Guidelines
  - Selecting the Right Candidate
  - HR Hiring System

### **Recognizing & Reporting Child Maltreatment**

Ongoing – offered quarterly, Partnership with Prevent Child Abuse Nevada

- Required for PICS and Library Operations Full Time Employees
- Open to any employee who wants to attend
  - How to recognize the signs of abuse
  - How to report abuse
  - The District's Child Safety Guidelines

### **New Leader Onboarding Training**

Ongoing - Every Month – Different Department Presents

3/2023- Present - Total of 8 Sessions

**68** leaders have completed the training

- Started in February 2023 and went through January 2024
- New session started in March 2024 – currently running through October 2024.
- Rolled out to all existing leaders first, in person over the course of a year.
- Each Department's Subject Matter Experts speak about their roles and responsibilities at the Library District
- Share an organizational chart for their department
- New leaders learn who to reach out to and when
- Experts share valuable resources and let new leaders know how to access them
- Experts answer questions from the new leaders regarding what has been presented
- Presentations range from 1 hour to 3 hours in length.
- All leaders are required to attend all 8 sessions.

### **New Attendance Policy Training for Leaders**

10/2023 – Virtual – 3 sessions – 1 hour each

**130** leaders attended

Purpose: To discuss Progressive Performance Improvement and Regular Attendance Expectations. Our HR Director will facilitate this training based on the new Collective Bargaining Agreement.

### **Career Ladder Training**

11/2023 – 12/2023 – Onsite & Virtual Option – 2 hours

**70** leaders attended

## Training Information

Purpose: Career Ladder Training is designed for leaders to specifically learn more about the Library Operations Career Ladder. The new Library Aide positions will be rolling out in January 2024, so it's imperative that you get information that you need in order to successfully manage these roles.

### Mental Health Series for Managers

5/1/2024 – 5/31/2024, Virtual – 1 hour

**109** leaders completed

Purpose: May is Mental Health Awareness Month and as leaders it's important to consider the mental health of our employees. This month, all managers have been assigned a Mental Health Series through Knowledge College entitled, "**Made for Now: Mental Health – Managers.**" Please set aside **30 minutes** to successfully complete this series by **May 31**. This does not have to be completed all at once. You can pick up where you leave off if you need to.

### DISC Training for Teams

Adhoc – By Request from Branch Manager/ Department Head

Requested by Human Resources and Centennial Hills Library

Facilitator: Sue from Wiley

- Personality Assessment
- Overview of Communication Styles
- Adapting Your Style

### Strength Finder

Adhoc – By Request from Branch Manager/ Department Head

Requested by Summerlin Library

- Strengths Assessment
- Playing To Your Strengths

### UKG Systems Training for Leaders

Rollout 2/2021 – 3/2021, Now Adhoc with video

- New System Benefits
- How To Use the System
- What To Expect in the Future

### iCIMS Hiring System Training for Hiring Managers

Rollout 3/2024 – Ongoing

- What to Expect
- Creating Requisitions
- Reviewing Job Applications

### Safety Related PIC Trainings are provided by Safety & Security continuously

Certain sessions are made available to non-PICS that would like to attend.

- CPR/AED
- Managing of Aggressive Behavior
- Stop the Bleed
- Active Shooter
- Self Defense

## Training Information

### **ATEAM**

#### **Board Retreat & Training**

6/25/21 – Located at East Las Vegas – 8 hours

8 employees attended

Guest Speakers:

- Justin Taruc – Deputy Attorney General
  - Open Meeting Law Training
  - Referenced Open Meeting Law Manual
- Norma Fowler – Nevada State Library
  - Golden Rules for Trustees
  - Nevada Public Library Trustee Resources
- Veronda Pitchford – Assistant Director for Califa
- Luis Herrera – Former City Librarian for San Francisco Public Library
  - Together they discussed Board Roles and Responsibilities
  - Administration Team Roles and Responsibilities
  - Results from the Board Survey
  - Additional Topics - Networks, Four Stages of a Team, Positioning, Challenges, Bringing Teams Together

#### **DISC Training for Execs**

7/2021 – Located at East Las Vegas – 3 hours

8 employees attended

Facilitator: Sue from Wiley

- Personality Assessment
- Overview of Communication Styles
- Adapting Your Style



## CONFLICT OF INTEREST DECLARATION

All directors, officers, employees, and members of the staff of the Las Vegas-Clark County Library District (LVCCLD, or "the District") are subject to the District's Conflict of Interest and Outside Employment policies ("the Policy"), attached hereto on page two (2). No person will be employed by the District where such employment may create a possible conflict of interest, or the appearance thereof. In order to protect the interests of the District, this form requires the disclosure of any and all relevant interests that may be in conflict with the undersigned's duties and responsibilities as an employee of the Las Vegas-Clark County Library District.

The undersigned, in their/her/his capacity as an appointed director and/or as an employee of the District, does hereby affirm as follows:

1. I have received, read, and understand the District's Conflict of Interest Policy (provided and attached to this document).
2. I have received, read, and understand the District's Outside Employment Policy (provided and attached to this document).
3. I agree to comply with the Conflict of Interest and Outside Employment policies.
4. I understand that the District is a public entity which serves the interests of the general public.
5. I understand that it is my responsibility, and hereby agree, to notify Human Resources of any potential conflicts of interest that may arise in the future, including those as covered in the Outside Employment Policy.
6. I hereby declare that (check one):

☐

**NO;** I do not have any conflicts of interest to report.

- If NO, sign and return this page to Human Resources.

☐

**YES;** I have potential conflicts of interest to report.

- If YES, please describe, and follow additional instructions, on page three (3).

**Employee Name (Print):** \_\_\_\_\_

**Title/Position:** \_\_\_\_\_

**Department/Location:** \_\_\_\_\_

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**



### **Conflict of Interest Policy**

No person will be employed by the District where such employment may create a possible conflict of interest. The following prohibitions and guidelines will be used in determining conflicts of interest:

1. No employee may directly or indirectly seek or accept any gift, service, favor, gratuity, employment, or economic opportunity that might influence the employee to depart from the faithful and impartial discharge of the employee's District duties.
2. District employees may not use their positions to secure or grant unwarranted privileges, preferences, exceptions, or advantages for themselves or for others.
3. No District employee may participate as an agent of the District in negotiating contracts between the District and any private business in which the employee or members of the employee's immediate family have a financial interest.
4. No employee may accept, either directly or indirectly, any cash, gift, service, favor, gratuity, employment, economic opportunity, or monetary gift from a private source for the performance of his or her duties as a District employee. No gift except a promotional item of de minimis value (up to \$40) is permitted to be given to an employee.
5. District employees may not use confidential information gained through their work to further their own financial or personal interests or the interests of others.
6. No supervisor will lend money to a subordinate or create any other situation leading to the indebtedness of a subordinate.

### **Outside Employment Policy**

1. District employees will not engage or invest in any outside employment, venture, or transaction that may interfere with the proper discharge of the employee's duties, and which might create a conflict of interest with the employee's work duties, which could bring the District or its employees into any general disrepute or discredit.
2. Employees will devote their full time and attention to District business during working hours.
3. For full-time employees, any requirements or requests for the employee to work beyond the regularly scheduled week will take precedence over the demands of outside employers. Outside employment is not considered a reason for poor performance, absenteeism, tardiness or refusal to work overtime.

**Potential Conflicts of Interest**

I, the undersigned, in my capacity as an employee of the District, do hereby declare the following potential conflicts of interest. After completing, I affirm that I will meet with my Branch Manager, Regional Manager, or Department Director to determine if they present real and/or perceived conflicts of interest. Furthermore, I agree to meet with Human Resources, as necessary, to propose and agree to steps to resolve any real and/or perceived conflicts.

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

(Attach additional pages as necessary.)

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

**Manager's Acknowledgement**

*(Please complete, sign, and return to Human Resources.)*

The undersigned, in their capacity as the aforementioned employee's Manager or Department Director, does hereby declare that the following potential conflicts of interest as described above (and on additional pages as necessary) do constitute real and/or perceived conflicts of interest:

Indicate by numbers, or "None": \_\_\_\_\_

Applicable steps to resolve these conflicts of interest are proposed, and agreed to with Human Resources, as outlined on page four (4).

\_\_\_\_\_  
**Manager/Director Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

**Proposed Resolutions & HR Approval**

The undersigned, in their capacity as the Human Resources Director or their designee, does hereby declare that the potential conflicts of interest as described on page three (and additional pages as necessary) have been determined to constitute real and/or perceived conflicts of interest as designated below (check one):

- ☐ **NO**; declarations do NOT constitute real and/or perceived conflicts of interest.
- ☐ **YES**; declarations do constitute real and/or perceived conflicts of interest.

If YES, the following actions have been proposed and approved. The undersigned, in their capacities as employee, Manager/Department Director, and HR Director/designee, do hereby agree to the following resolutions for the real and/or perceived conflicts of interest:

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_

(Attach additional pages as necessary.)

Employee and Manager signatures are not needed if declarations have been determined to NOT constitute real and/or perceived conflicts of interest.

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Manager/Director Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Human Resources Signature**

\_\_\_\_\_  
**Print Name/Title**

\_\_\_\_\_  
**Date**



## ITEM VIII.A.1.

### AGENDA ITEM

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#### JULY 11, 2024 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item #VIII.A.1.:**

Discussion and possible Board action to declare fines and fees of approximately \$1,196,577.69 that are five years old, dating from the year 2019, as uncollectible, and purge from District records.

##### **Background:**

In September 2000, the Board authorized staff to contract with a collection agency, Unique Management Services, Inc. (Unique) to pursue the collection of delinquent fines and fees owed to the District. At that time, the Board approved a motion to expunge fines and fees owed prior to January 1999. The rationale for forgiving this debt was that the fines and fees preceding the implementation of the former automation system (DRA) were considered uncollectible.

In June 2004, the Board authorized staff to declare fines and fees totaling \$704,763.00 that were five years old, dating from 1999, as uncollectible and to purge these from District records. At that time, staff recommended that each year delinquent fines and fees that are older than five years be reported to the Board for the purpose of being declared uncollectible.

Currently, there are 24,612 outstanding accounts from the year 2019. Collection agencies advise that debts older than five years are not likely to be recoverable. Given the age of the debt and the transient nature of the District's population, it is unlikely that the District will collect a significant portion of the debt.

Staff again recommends that the Board declare fines and fees that are older than five years as uncollectible. Currently there is approximately \$1,196,577.69 in outstanding fines and fees that accrued in 2019. By clearing these fines and fees, the District will be able to purge these inactive customers and delete these items from its database.

The following table shows a comparison of calendar years between 2016 and 2019:

	<b>CY 2016</b>	<b>CY 2017</b>	<b>CY 2018</b>	<b>*CY 2019</b>
Amount of unrecoverable billed items	\$1,329,699.74	\$1,172,636.46	\$1,027,562.94	\$989,348.73
Amount of unrecoverable fines and fees	\$294,645.90	\$294,496.32	\$259,736.30	\$207,228.96
Number of customers with unrecoverable billed items	11,582	10,672	10,265	10,121
Number of customers with unrecoverable fines and fees	25,368	25,665	25,201	24,612
Number of Items to be purged	50,572	44,654	40,953	39,239
Average cost per item	\$26.29	\$26.26	\$25.09	\$25.21
Average amount owed per customer	\$114.81	\$109.88	\$100.10	\$97.75

*\*Projected amounts*

**Recommended Action:**

Motion to declare fines and fees of approximately \$1,196,577.69 as uncollectible, dating from the year 2019, and authorize staff to purge from District records.



## ITEM VIII.A.2.

### AGENDA ITEM

---

#### July 11, 2024 MEETING OF THE BOARD OF TRUSTEES

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

Discussion and possible Board action to approve a joinder with Clark County for the purchase of general office supplies from Staples.

**Background:** Funds are allocated in the General Fund to purchase general office supplies for the District. Nevada Statutes and Board Policy require that a request for bids be advertised for purchases exceeding \$75,000 within a fiscal year. In lieu of advertising a request for bids, the District may, in accordance with NRS 332.195, use a previously bid contract of a government entity with the authorization of the contracting vendor.

Clark County has in place a contract for general office supplies with Staples. The contract offers discounts and requires no minimum purchase. The Contract is in its 4<sup>th</sup> renewal year, effective through June 30, 2025. Staples has authorized our use of the County contract.

The District had previously joined onto Clark County's contract with Staples.

**Recommended Action:** Motion to authorize staff to utilize Clark County's contract with Staples for the purchase and direct delivery of general office supplies and to authorize staff to extend the contract for the remaining one-year renewal, subject to funding being available and the vendor continuing to meet specifications as outlined in the contract documents.

## ITEM VIII.A.3.



### AGENDA ITEM

---

#### July 11, 2024 MEETING OF THE BOARD OF TRUSTEES

##### Agenda Item # VIII.A.3.:

Discussion and possible Board action to award an annual requirements contract for Library Materials & Supplies to Brodart Company.

##### Background:

An annual requirements contract is an agreement with a vendor who guarantees to provide supply and material items at a stated price over a period of time. Acceptance of this agreement, as outlined in the bid documents, does not obligate the District to purchase any minimum quantity amounts of any item listed within this contract. However, the District should make a good faith effort to purchase those items that are covered under this agreement.

An Invitation to Bid for Library Materials & Supplies was advertised in the *Las Vegas 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).

A pre-bid conference was held on June 7, 2024, with the bid opening on June 21, 2024. Two Bids were received, the responding bidders were Brodart, and The Library Store. Based on the criteria outlined in the Bid document and the total number of bid items receiving quotes, and the cost analysis, Brodart was determined to be the most responsive and responsible bidder.

Brodart has been selected for recommendation for contract award. The new contract will be effective August 1, 2024. The initial contract is through July 31, 2025, with four one-year renewal options. Expenditure for this contract are expected to be approximately \$50,000 to \$75,000 annually.

##### Recommended Action:

Motion to authorize staff to award a contract with Brodart Company for Library Materials & Supplies in accordance with Bid No. 24-14, for one year and to authorize staff to extend the contract for four one-year renewals in subsequent years subject to funding being available and the vendor continuing to meet the specifications as outlined in the bid documents.





## ITEM VIII.B.1.

### AGENDA ITEM

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#### JULY 11, 2024 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item # VIII.B.1.:**

Discussion and possible Board action regarding the engagement of Kutak Rock LLP in connection with unwinding the New Markets Tax Credit (NMTC) transactions for the East Las Vegas Library and Mesquite Library financings.

##### **Background:**

In 2017, the District secured funds for construction of the East Las Vegas Library and Mesquite Library through the NMTC program. Now, as the seven-year compliance period draws to a close, it is necessary to initiate the process of unwinding the transactions. Under the NMTC program, unwinding refers to the process of concluding or terminating the investment and associated financial arrangements.

Kutak Rock LLP provided legal services to support closing the transactions for both East Las Vegas and Mesquite in 2017. The firm is well-qualified to represent the District during the unwind process due to its extensive experience and expertise in NMTC transactions.

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

Motion to authorize staff to execute an agreement with Kutak Rock LLP to provide legal services in connection with unwinding the New Markets Tax Credit transactions for the East Las Vegas Library and Mesquite Library financings, subject to final review of the engagement letter by Counsel.



**Kutak Rock LLP**  
2001 16<sup>th</sup> Street, Suite 1800, Denver, CO 80202-2652  
office 303.297.2400

BARRY A. BURNS  
303.297.2400  
barry.burns@kutakrock.com

June 28, 2024

***VIA E-MAIL***

Kelvin Watson  
Executive Director  
Las Vegas-Clark County Library District  
7060 W. Windmill Lane  
Las Vegas, Nevada 89113

Re: Agreement for Legal Services – Unwind of NMTC Financing for East Las Vegas and Mesquite Projects

Dear Mr. Watson:

Kutak Rock LLP (the “**Firm**”) appreciates the opportunity to represent the Las Vegas-Clark County Library District (“**Library District**”), the Las Vegas-Clark County Library District Foundation, Inc. (the “**Foundation**”), East Las Vegas QALICB, Inc. (“**ELV**”), and Mesquite QALICB, Inc. (“**Mesquite**”, and collectively with the Library District, the Foundation, and ELV, the “**Client**”) in connection with the repayment of a certain loans from LVCIC Sub-CDE IV, LLC and Clearinghouse NMTC (Sub 52), LLC (each a “**CDE Lender**” and as to the loans, the “**Loans**”) and the unwind of the associated new markets tax credit structures that were financed in part from tax credit equity investments from Capital One, National Association, a national banking association, and Chase Community Equity, LLC (each a “**Tax Credit Investor**”) (collectively, the “**Transaction**”). The purpose of this Letter is to describe the terms and conditions on which the Library District has engaged Kutak Rock to provide legal counsel to the Client with respect to the Transaction. This Letter does not engage Kutak Rock to represent the Client with respect to any matters not specifically described herein. The Library District agrees that the Firm is not acting as general counsel to the Client and agrees not to identify Kutak Rock as general counsel or outside general counsel to the Client in any manner. Because of the limited scope of our engagement, we may not be aware of all legal and business issues related to the Client. You acknowledge that Kutak Rock is acting as the Client’s legal counsel only and no other person or party is relying upon Kutak Rock for accounting, financial, or related advice.

1. **Services to be Provided by Kutak Rock.** Kutak Rock will act as legal counsel to the Client in connection with the Transaction. It is presently contemplated that the scope of work for this engagement will include review and comment of certain documentation in connection with

# KUTAKROCK

June 28, 2024

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the Transaction and to coordinate with counsel to Tax Credit Investor and CDE Lender on completing the Transaction in the most efficient and effective manner.

2. **Entity Representation.** We are being engaged by the Library District to provide legal representation to the Client in connection with the Transaction. We are not acting as legal counsel to any of the directors, officers, managers, employees, and other representatives of the Client in their individual capacities in connection with the Transaction or otherwise.

3. **Client Cooperation; Communications.** The Client agrees to cooperate with us as necessary to allow us to provide competent legal representation with respect to the Transaction. Among other things, the Client agrees to provide us with all documents and other relevant and material information needed by us to provide legal representation to the Client. While we will provide the Client with our recommendations as to courses of action available to the Client, the Client retains the right to make the final decision with respect to any issue about which we provide legal advice.

We understand that we are to report to and take direction from Floresto Cabias for this engagement. If the Library District should prefer that we report to some other person, please let us know.

Unless we hear differently from the Library District, we may communicate with the Client by electronic mail (e-mail), mobile phone, or similar electronic devices. The Client is welcome to communicate with us by e-mail, mobile phone, or such other similar methods. Please remember that these forms of communication may not be secure, and that the Client should avoid sending sensitive or confidential communications in this way unless they are encrypted adequately. Your privacy and confidentiality are important to us, but we cannot guarantee the privacy or confidentiality of any information sent by the Client by means of these forms of communication.

4. **Kutak Rock Team.** Our goal is to provide the Client with high-quality legal services in a timely and cost-efficient manner. As a partner in the Firm's Corporate Group, I will be primarily responsible for representing the Client in connection with the Transaction. I may be assisted by one or more other partners, associate lawyers, and paralegals. Each member of our team will strive to make themselves available on a timely basis to answer questions and discuss issues pertaining to the Transaction.

5. **Fee Arrangements.** You agree to pay us for the legal services performed by us in connection with this engagement at our standard hourly billing rates. We normally record time in one-tenth of an hour (six-minute) intervals for actual time spent on a matter, including, if appropriate, required travel time. My current standard hourly rate is \$580 per hour. In addition, other attorneys may be involved in the Transaction, and their time will be billed at their standard hourly rates. Our standard billing rates are subject to periodic adjustment, and these adjustments

# KUTAKROCK

June 28, 2024

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to our billing rates may occur during the course of our representation. We will notify the Client in writing of any change in applicable billing rates that occur during the course of our engagement for this matter.

6. **Fee Estimate.** Based on our current understanding of the Transaction, and assuming no unforeseen complications or complexities, we would expect our legal fees to come in between \$10,000 and \$15,000 (not inclusive of out-of-pocket costs and expenses) for the work described per project unwind. Any requirement for us to provide legal opinions or specific tax advice with regard to any aspects of the Transaction would increase our fees above this estimated range.

7. **Costs, Expenses and Disbursements.** The Library District agrees to reimburse us for costs, expenses, and disbursements we incur in connection with our engagement for this matter as described on the attached schedule. Our disbursements will be separately itemized on each invoice we provide to the Library District for our legal services. We reserve the right to require the Library District to pay directly any significant expenses, such as filing and registration fees.

8. **Billing and Payment.** We will provide the Library District with a statement of our fees at closing of the Transaction, and the Library District shall arrange for payment of all amounts within 30 days of receipt of any invoice. Our fees are not contingent on whether the Transaction closes or the achievement of any other result by the Client, so to the extent the Transaction does not close by the end of the calendar year, the Library District shall pay all outstanding fees and expenses due and owing on or before the last business day of the year. Fees may be paid by check or wire transfer pursuant to the instructions set forth on our invoices.

If our invoices are not paid, we reserve the right to suspend work on this matter and to require payment of overdue amounts and of an initial retainer before we render any further services. We may also apply late charges in the event invoices are substantially overdue or pursue other remedies, including the application of moneys held for the Library District in our trust account to unpaid balances and withdrawal from our representation.

Please feel free to contact me directly if the Library District has questions about any of our statements or would like to know the amount of fees and disbursements that have been recorded on our accounting system but not yet billed.

9. **Concurrent Representation.** Because of the nature and scope of our firm's legal practice, we are, from time to time, asked to concurrently represent one client in a particular case or matter and another client in a different matter. If, in our professional judgment, the representation of one client will not be directly adverse to the representation of another client, we can undertake the concurrent representation without any effect on the other responsibilities we have to either client. Kutak Rock also represents clients in competing or similar businesses. The



June 28, 2024

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Client acknowledges that it does not consider such concurrent representation, in unrelated matters where the interests of the clients are not directly adverse, to be inappropriate.

We do, however, have an ethical obligation to avoid representing clients with actual or potential conflicts of interest. We have performed a conflicts check with respect to this engagement based on information provided to us by the Client. As noted on the new markets tax credit transaction engagement, Kutak Rock currently represents the Tax Credit Investor and an affiliate of the Clearinghouse CDE Lender (“*Clearinghouse*”) on other, unrelated transactions. In the prior engagement each of the Tax Credit Investor, Clearinghouse, and the Client waived the potential conflict of interest that may have resulted from the Firm’s representation of the Tax Credit Investor and Clearinghouse in other transactions and the Client in the new markets tax credit engagement related to this Transaction. We believe we can accept this engagement without compromising our ability to continue to exercise our independent professional judgment on behalf of, or our ability to preserve the confidential and proprietary information of, each of the Tax Credit Investor, Clearinghouse, and the Client as our clients. No Firm attorney that currently represents the Tax Credit Investor or Clearinghouse will work on this Transaction. Since this Transaction is related to the prior engagement, we believe the prior waiver of potential conflicts of interest will apply here. Of course, the Client will retain the right to terminate our representation of the Client if the Client believes we cannot properly represent the Client’s interests due to our representation of another client. Likewise, should we determine that representation of the Client’s interests would conflict with our previous representation or relationship with other clients relative to any matter, we reserve the right, after consultation with the Client, and at our sole discretion, to withdraw from our representation of the Client in connection with the Transaction.

In addition, because we represent many other clients throughout the United States, we cannot institute litigation against these clients. If representation of the Client’s interests in connection with the Transaction would require such action, we reserve the right to either withdraw from the Client representation or, after consultation, refer that particular litigation matter to other counsel to handle.

10. **Subpoena, Depositions and Related Matters.** If we are required to respond to a subpoena of our records relating to services we have performed for the Client in connection with the Transaction, or to testify by deposition or otherwise concerning such services, we will first consult with the Client as to whether the Client wish to supply the information demanded or assert the Client’s attorney-client privilege to the extent the Client may properly do so. The Library District agrees to reimburse us for our time and expenses incurred in analyzing and responding to any such demand, including review of records, appearing at depositions or hearings and otherwise litigating issues raised by the request.

11. **Discharge and Withdrawal.** The Client may terminate our engagement as the Client’s legal counsel in connection with the Transaction by notifying us thereof in writing.

# KUTAKROCK

June 28, 2024

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Similarly, we may withdraw as legal counsel to the Client in connection with the Transaction and terminate this engagement by notifying the Client thereof in writing. In either event, the Library District will be required to pay all of our fees for services rendered and expenses incurred through the date of termination. All fees and expenses shall be due and payable on the date of termination, with late charges, if any.

12. **Document Retention.** If, upon termination or completion of our representation, the Client wishes to have the Client's documents in our possession delivered to the Client, the Client should advise us of the same. Otherwise, all such documents will be stored for a reasonable amount of time and will thereafter be destroyed in accordance with our established document retention policy.

13. **Completion of Matter.** After completion of the Transaction or earlier termination of our representation of the Client, we will not continue to review matters or to update the Client concerning legal developments, such as changes in applicable laws or regulations, which may be relevant to the Transaction unless the Client specifically request in writing that we do so. If the Client does ask us to review a specific matter on which we have previously worked, we will consider that a new representation.

14. **No Guarantee.** We will perform our professional services on the Client's behalf to the best of our ability, but we cannot make and have not made any guarantees regarding the outcome of our work in connection with the Transaction.

15. **Entire Agreement; Amendment.** This Letter contains the entire agreement between regarding the professional legal representation described herein. Except for the periodic fee adjustments described herein, the agreements in this Letter may be amended only in writing signed by the Library District and Kutak Rock.

16. **No Third-Party Beneficiaries.** Neither this Letter nor the performance of the terms hereof shall create any rights in any person other than Kutak Rock and the Client. There are no third-party beneficiaries to this Letter other than the Client.

If this Letter correctly sets forth the terms of our engagement and is acceptable to the Library District, please sign one of the original on the lines provided for the Library District's signature and deliver a countersigned copy of this Letter by e-mail or other means of electronic transmission.

**KUTAKROCK**

June 28, 2024

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We look forward to working with the Client as legal counsel in connection with the Transaction.

Sincerely,

KUTAK ROCK LLP

Barry A. Burns, Partner

**KUTAKROCK**

June 28, 2024

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The agreements in the foregoing Letter have been read and approved as of the date set forth below.

**LAS VEGAS-CLARK COUNTY LIBRARY  
DISTRICT**

By \_\_\_\_\_  
Kelvin Watson, Executive Director

Date: \_\_\_\_\_, 2024



KUTAKROCK

June 28, 2024

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**AKNOWLEDGED BY:**

**LAS VEGAS-CLARK COUNTY LIBRARY  
DISTRICT FOUNDATION, INC.,** a Nevada  
nonprofit corporation

By \_\_\_\_\_  
Felipe Ortiz, Chair

Date: \_\_\_\_\_, 2024

**EAST LAS VEGAS QALICB, INC.,** a Nevada  
nonprofit corporation

By \_\_\_\_\_  
Floresto Cabias, President

Date: \_\_\_\_\_, 2024

**MESQUITE QALICB, INC.,** a Nevada nonprofit  
corporation

By \_\_\_\_\_  
Floresto Cabias, President

Date: \_\_\_\_\_, 2024

# KUTAKROCK

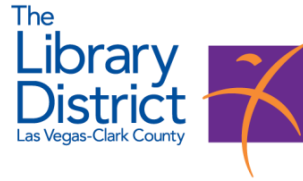
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## **KUTAK ROCK CURRENT CHARGES FOR DISBURSEMENTS**

Computer research	Direct cost
Long distance	No charge
Staff Overtime (unless extraordinary)	No charge
Postage	Direct cost
Other expenses such as messenger, filing fees, publication fees, etc.	Direct cost
Travel Costs	Direct cost

## ITEM VIII.B.2.



### AGENDA ITEM

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#### JULY 11, 2024 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item # VIII.B.2.:**

Discussion and possible Board action to approve Resolution No. 2024-03 related to unwinding the New Markets Tax Credit (NMTC) transactions for the East Las Vegas Library and Mesquite Library financings.

##### **Background:**

In 2017, the District closed NMTC transactions, which provided federal funds for construction of the East Las Vegas and Mesquite libraries. As part of the NMTC program, these projects were subject to a seven-year compliance period under the program's regulations, during which the projects must adhere to NMTC requirements, ensuring their continued eligibility for the program's benefits. As this period draws to a close, it is necessary to navigate the process of unwinding the transactions.

The unwinding process will restore title of the two libraries back to the District. During the compliance period, the East Las Vegas and Mesquite Qualified Active Low-Income Community Businesses (QALICBs) held title to the library branches. The Resolution seeks authorization to undertake necessary actions to facilitate and support the successful and orderly conclusion to these two financings.

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

Motion to approve Resolution No. 2024-03 related to unwinding the New Markets Tax Credit transactions for the East Las Vegas Library and Mesquite Library financings.

**THE LAS VEGAS - CLARK COUNTY LIBRARY DISTRICT**

**RESOLUTION 2024-03  
OF THE LIBRARY TRUSTEES**

The following resolutions of Board of The Library Trustees of the Las Vegas-Clark County Library District, a political subdivision of the state of Nevada (the “District”), are hereby adopted as of July [ ], 2024:

**CLOSING OUT THE EAST LAS VEGAS LIBRARY AND MESQUITE LIBRARY NEW  
MARKETS TAX CREDIT FINANCINGS**

WHEREAS, in 2017 the District authorized participation in New Market Tax Credit (“NMTC”) financings which facilitated the construction of the library facilities located at 2851 E. Bonanza Road, Las Vegas, Nevada 89101 (the “East Las Vegas Library”) and at 121 and 160 West First North Street, Mesquite, Nevada 89027 (the “Mesquite Library”);

WHEREAS, in exchange for providing capital to the NMTC financings related to the East Las Vegas Library and the Mesquite Library, Capital One, National Association, a national banking association, and Chase Community Equity, LLC, a Delaware limited liability company (each a “Tax Credit Investor”), were to receive federal tax credits for seven years after the respective closings (this period is known as the “Tax Credit Compliance Period”);

WHEREAS, LVCIC SUB-CDE IV, LLC, a Nevada limited liability company, with respect to the East Las Vegas Library NMTC financing, and Clearinghouse NMTC (Sub 52), LLC, a California limited liability company (each a “CDE Lender”), with respect to the Mesquite Library NMTC financing; provided federal tax credit allocation to incentivize the Tax Credit Investors to provide capital to each of the respective projects;

WHEREAS, soon after the end of the Tax Credit Compliance Period, each Tax Credit Investor and CDE Lender will exit the NMTC financings pursuant to the exit structure agreed upon at the initial closings of those transactions (the “NMTC Unwind”);

WHEREAS, as part of the NMTC Unwind, the District will be required to purchase the entirety of the member interest in NMTC investment funds (each an “Investment Fund”) currently wholly owned by the Tax Credit Investors pursuant to the documents listed in Exhibit A, for an anticipated price of \$1,000.00 each;

WHEREAS, after purchasing the interests in the Investment Funds, each Investment Fund’s 99.99% interest in the respective CDE Lender will be redeemed pursuant to the documents listed in Exhibit A (each a “Redemption”);

WHEREAS, the loans made to East Las Vegas QALICB, Inc., a Nevada nonprofit corporation, and Mesquite QALICB, Inc., a Nevada nonprofit corporation (each a “Project Borrower”), by the CDE Lenders will be distributed to the Investment Funds as part of each Redemption;

WHEREAS, after each Redemption, both the respective Tax Credit Investor and the respective CDE Lender will have exited the NMTC financing;

WHEREAS, after the exit of the Tax Credit Investor and the CDE Lender from each NMTC financing, the District and the Project Borrowers will terminate the existing leasing structure entered to facilitate the respective NMTC financing (the “Lease Terminations”) pursuant to the documents listed in Exhibit A (the documents in Exhibit A are “Transaction Documents” and the transactions represented thereby and as described above, are the “Transactions”); and

WHEREAS, the Board of Library Trustees has determined that the Transactions are in furtherance of the purposes of the District.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Library Trustees hereby consents to the Transactions as described in the foregoing recitals, specifically (a) the NMTC Unwind, (b) the Redemption, (c) the Lease Terminations, and (d) the execution and delivery of the Transaction Documents; and

RESOLVED FURTHER, that Chief Financial Officer or other officer of the District (“Authorized Representative”), is authorized and directed to execute and deliver the Transaction Documents on behalf of the District in form and substance approved by the Authorized Representative and Gerald Welt as legal counsel to the District (“Counsel”), and with such changes thereto as the Authorized Representative and Counsel may approve, the execution, and delivery by the Authorized Representative being conclusive evidence of the approval of any such changes; and

RESOLVED FURTHER, that the Authorized Representative is authorized on behalf of the District, to execute, deliver, and perform such further agreements, certificates, filings, financing statements, instruments, and other documents as may be necessary or appropriate to consummate the Transactions contemplated or required by the Transaction Documents and as approved by the Authorized Representative and Counsel; and

RESOLVED FURTHER, that any action previously taken by the Authorized Representative or other officer or representative of the District, in the name of or on behalf of the District and in furtherance of the Transactions, is hereby ratified, confirmed, and approved in all respects as the action of or action on behalf of the District.

The original executed copy of this document shall be filed in the minute book of the District and become a part of the records of the District.

[Remainder of this page intentionally left blank]

I, the undersigned, hereby certify that I am the duly elected and acting Secretary of The Las Vegas - Clark County Library District, a political subdivision of the state of Nevada, and that, as such, I certify that the resolutions above have been duly adopted by the Board of Library Trustees on July [ ], 2024, in accordance with applicable Nevada law and the Bylaws of the District, which have not been rescinded and remain in full force and effect on the date hereof.

By \_\_\_\_\_  
Jennifer Jiron, Secretary

[Signature Page to Board Resolutions for The Las Vegas - Clark County Library District  
(Closing Out the East Las Vegas Library and Mesquite Library New Markets Tax Credit  
Financings)]]

**EXHIBIT A**

**TRANSACTION DOCUMENTS**

1. Investment Fund Put/Call Agreements, or similarly named document, by and between the District and each Tax Credit Investor. These agreements were signed at the initial closing and govern the price paid for the Tax Credit Investor's interest in the Investment Fund and the manner in which this purchase is executed.
2. Membership Interest Purchase Agreement, or similarly named document, by and between the District and each Tax Credit Investor. This document will be signed on the date of the NMTC Unwind and document the specific arrangements related to the District's purchase of the Tax Credit Investor interest in the Investment Fund.
3. Membership Interest Assignment, or similarly named document, by and between the District and each Tax Credit Investor. This document will transfer the membership interests in the Investment Fund to the District after the Membership Interest Purchase Agreement is executed.
4. Redemption Agreement, or similarly named document, by and between the District and each CDE. This agreement is a direction from Investment Fund, owned by the District after execution of the Member Interest Assignment, to redeem the Investment Fund's 99.99% membership interest in the CDE.
5. Assignment and Assumption of Loan Documents, or similarly named document, by and between the District and each CDE. This agreement makes the Investment Fund the owner of the loans made by the CDEs to the project borrowers (East Las Vegas Library QALICB, Inc. and Mesquite QALICB, Inc., each a "QALICB").
6. Termination of Ground Lease to be executed by and between, District, as landlord and, QALICB, as tenant
7. Memorandum of Termination Lease (Ground Lease) to be executed by District and QALICB
8. Termination of Premises Lease to be executed by and between QALICB, as landlord and District, as tenant
9. Memorandum of Termination of Lease (Premises Lease) to be executed by District and QALICB



## ITEM VIII.B.3.

### AGENDA ITEM

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#### JULY 11, 2024 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item # VIII.B.3.:**

Possible Board discussion and action regarding the Executive Director's performance evaluation for the period of July 1, 2023 through June 30, 2024.

##### **Background:**

Kelvin Watson, Executive Director of the Las Vegas-Clark County Library District, began working for the District on February 1, 2021. This is second performance evaluation. The Board shall annually evaluate Executive Director's job performance and, if the Board determines that Executive Director's Job performance has been satisfactory within the previous year, Executive Director's pay may be increased to such extent as the Board may determine that It is desirable to do so.

At this time, the Board Chair will present a summary of Trustee feedback discussed at the Executive Session, using the attached LVCCLD Executive Director – Performance Evaluation Summary form. After approval by the Board, the summary will be attached to a copy of the Minutes of this meeting.

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

1. Motion to award the Executive Director an overall performance evaluation score of \_\_\_\_\_.
2. Motion to approve setting the Executive Director's salary at \_\_\_\_\_.