

ITEM III.

**PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
Board of Trustees' Meeting
March 13, 2025**

DATE: Thursday, March 13, 2025

TIME: 5:00 p.m.

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

Online via YouTube

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

I. Roll Call and Pledge of Allegiance

II. Public Comment

Topics raised under this item must be limited to matters on today's Agenda. Anyone wishing to speak during this item must sign-up 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.

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 submit a public comment via email under this item must send an email to boardcomments@lvccld.org. The email must include the commenter's name, legal address, and the agenda item that is being commented on. Email comments are limited to 500 in words in length and will 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.

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

IV. Approval of Proposed Minutes (For possible action)

A. [Regular Board Meeting, February 13, 2025](#)

- V. Chair's Report
 - A. Trustees Report
 - B. Las Vegas-Clark County Library Foundation

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](#)
 - e. [Collections and Bibliographic Services Report](#)
- 3. Administrative Support Services
 - a. [Financial Services Report](#)
 - b. [General Services Report](#)
 - c. [Human Resources Report](#)

VII. Unfinished Business

VIII. New Business

A. Consent Agenda- None

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

- 1. [Discussion and possible Board action regarding authorization to extend the appointment of the District's current auditor, HintonBurdick, CPAs and Advisors, for one year, for the fiscal year ended June 30, 2025.](#)

B. Regular Agenda

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

X. Announcements

The Finance and Audit meeting will be held on Tuesday, April 8, 2025 at 11am via Zoom.

The April Board meeting will be held on Thursday, April 10, 2025, at 5:00pm. Location: West Las Vegas Library, 951 W Lake Mead Blvd., Las Vegas, NV 89106.

The May Board meeting will be held on Thursday, May 22, 2025, at 5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Rd, Las Vegas, NV 89101.

The June Board meeting will be held on Thursday, June 12, 2025, at 5:00pm. Location: Centennial Hills Library, 6711 N Buffalo Dr, Las Vegas, NV 89131.

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

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

XII. Adjournment

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

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

LATER THAN 48 HOURS PRIOR TO THE MEETING.

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

Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, www.lvccld.org and at Nevada Public Notice at <https://notice.nv.gov>. Written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on Friday, March 7, 2025, 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. Whitney Library
5175 E Tropicana Ave
Las Vegas, NV 89122
8. Las Vegas-Clark County Library District website
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/live/v2_8e-PLX6A or

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

ITEM IV.B.

**PROPOSED MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' MEETING
LAS VEGAS, NEVADA
February 13, 2025**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at the Enterprise Library, Las Vegas, Nevada, at 5:00 p.m., Thursday, February 13, 2025.

Present:

Board:	N. Waugh, Chair	K. Rogers
	K. Whiteley	J. Jiron
	K. Dutkowski	E. Foyt
	K. Benavidez	C. White
	E. Sanchez	A. Jimenez
Counsel:	G. Welt	
Absent:	None.	
Staff:	Floresto Cabias, Chief Financial Officer	
	Numerous Staff	
Guests:	None.	

The meeting began at 5:00 p.m.

Roll Call (Item I.) All members listed present above represent a quorum. Appendix A. Trustee Jiron led attendees in the Pledge of Allegiance.

Public Comment (Item II.) None.

Agenda (Item III.) Trustee Benavidez made a Motion to accept the proposed agenda. Trustee Sanchez seconded the Motion.

There was no opposition and the Motion carried.

Approval of Proposed Minutes of the Regular Board Meeting on December 12, 2024 (Item IV.A.) Trustee Benavidez made a Motion to approve the Minutes. Trustee Sanchez seconded the motion.

There was no opposition and the Motion carried.

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

Chair Waugh presented certificates to Trustee Foyt and Trustee Benavidez for the completion of their terms on the Las Vegas-Clark County Board of Trustees. All Board members gave their final words.

(Copied from transcript. To Trustee Benavidez)

CHAIR WAUGH: But it's been an absolute joy being able to spend these last four years with you on the Board and being able to serve with you. And I know a few people who have made such a huge impact on the Library District, as you have. And so thank you for your service.

DIRECTOR WATSON: I have something as well. So I want to also thank you for your service, and you get a coin and appreciate you all of the work and working together. I'm sure we'll see each other. And support at all of the County Commission meetings that you attended, when I came to speak

TRUSTEE BENAVIDEZ: I just want to thank everybody from all the staff at the library from the page person, to everyone up going up the ladder. I -- it was a pleasure to serve. When I started serving, I was single, I didn't have a child. Now, I've been married for 17 years, I have a 16-year-old, so it's been time but I have definitely appreciated being here. And my service to the community is what made me come every time and to me, I pass on the baton to all those -- the new Board members that have been here. My only advice is that you really look into the items and that, you know, you do your homework. Us serving here is not just about a rubber stamp, but it really is looking into the issues and sometimes we make some hard decisions being on this Board. But it was a pleasure, and I will definitely, always, always support the Library District and they will always have a special place in my heart. So thank you, everyone.

TRUSTEE ROGERS: I just want to say it's been a pleasure working with you and learning from you and, you know, relying on you to always remind us about our history and our connections and the importance of the work that we do. And then also understanding, as you just mentioned about, you know, if we're going to sort of make this commitment to serve that we really are willing to roll up our sleeves and make the tough decisions, but always keeping in mind, you know, why we're here; and that's to make sure that the library thrives, that, you know, we continue to grow and we continue to evolve to support our community in which all these libraries are located. Thank you.

TRUSTEE DUTKOWSKI: Kelly, thank you so much for all your work here. I'm always amazed at all the questions that you have

and your knowledge of the library system. I'm fairly new and so I learn a lot from you and I'm so sorry to see you go, but your dedication to the community is -- to the library service is commendable.

TRUSTEE JIMENEZ: I wish I got to know you more. Can I still keep in touch with you? Thank you so much, nice to meet you.

TRUSTEE FOYT: I think the one thing that, Kelly, that we will miss is the easy access to your wealth of knowledge in both how the city works and how the county government works, because nobody else has your depth. And it has been a real treasure to have you on the Board and to hear about your son as he progresses through his baseball career. It's been a pleasure. I'll miss seeing you, but I know you're only phone call away.

TRUSTEE JIRON: All right. There you go. You know, I just really appreciate that I've gotten to know you a little bit over the last four years or so. I truly appreciate, like others have said, your depth of knowledge and, you know, I'm inspired by how much you have offered to the community, you know, your years of service; that it's just unbelievable how long you've made this wonderful commitment to the Library District. I truly appreciate that you are continuing to offer yourself as a resource because you do know so much about so many different facets of our community. So I just want to thank you very much for your service and thank you for continuing to be here with us, even if it's not around the -- you know, these tables.

TRUSTEE WHITE: I just want to say congratulations. I think anytime you serve this long on any Board is just commendable. So I wish you all the success in whatever you decide to do now in the community. So Happy Trails.

TRUSTEE WHITELEY: I don't think I can go after that. That was such a positive sentiment and now I'm going to say, Kelly, I'm just really going to miss you, and I appreciate that every time I asked, no matter how like nosey or annoying or challenging the question was, you were willing to talk to me about it and you were willing to, you know, be an open book and share all that institutional knowledge and helping us all move forward. I will never forget the conversations that we had and the times when you know, I leaned on you, and you were there. So thank you.

TRUSTEE SANCHEZ: Kelly, I just want to say from the bottom of my heart, thank you for your years of service to the Library District, the years of service as also a designee when we had that for the Library District Foundation. I think that you have always been a leader, someone who is thoughtful in approach

and always looking to find a solution. And from the bottom of my heart, I know that the library has run very well because you were a part of its leadership. And so I just want to tell you thank you. And honestly, those words are not enough for the amount of time that you took to read the Board Meeting Minutes and talk to other people that were involved with the library that made, you know, decisions that make a difference. So thank you, and I'm just lucky that I'm your friend, so I'll still be seeing you around.

(To Trustee Foyt)

CHAIR WAUGH: Trustee Foyt's the one who taught me how to do the ALA conferences right, which the first thing you do is find the FedEx or the post office to send all the books home that you find there, but I've had the opportunity to get to know you, Elizabeth, over four years and go to so many events with you and John and it's just been an absolute pleasure being able to serve with you as well, for these past four years. And I know that you're -- you, like Trustee Benavidez are not one to sit on the sidelines, so I know you'll still be around. So I have a certificate for you as well. Like I said, your plaque is in the mail.

DIRECTOR WATSON: And I also thank for your service. I'll continue seeing you around, you know and -- at conferences because I always run into you. And just always involved and committed to the library and the art that we provide as well. So thank you for your service.

TRUSTEE FOYT: It's been a real pleasure for me. Some of you know that I started my professional career as an adult after college; I was a librarian. I worked for the Clark County School District. I opened three separate libraries, moved a library as well, served on development committees and was active in both local and state library associations. I have served on many other Boards over the years, this one far and away -- not because of length of time, but because of the people, the individuals and the work -- I've made friends among the staff who are very gracious when I ask a question because I can't figure out, how does that work, you know. And they're very calm and always answer my questions. I really feel very fortunate to have had this experience. I'd like to thank each of you.

TRUSTEE SANCHEZ: Trustee Foyt, I'm sorry I'm not going to be able to see you in person, but I want to say thank you very much for all that you've done for the library. I know that you have always been very supportive of the library and always wanted to have the library move forward and you've been a very positive person regarding all the things that the library is doing. And so, you know, it's not easy to take the time out to do that, but I just

want to thank you for your service. Very much appreciated.

TREASURER TURNER WHITELEY: Elizabeth, I have admired you for a long time -- well, since I got to Las Vegas when I was a Cub PR person trying to pitch you when you were at the Sun. So serving with you on this has been such a treat getting to know you. I intended to be there today, and I have a little gift for you that I will get to you from Birdie because you always think - - are thinking of other people and that's the one thing that I love the most about you and -- you're always thinking about other people and in this role, you're always thinking about our community and how vital everything we do is to it. And so I just admire that about you. And I'm just glad to have had the opportunity to learn from you and, you know, hopefully your passion and your commitment to doing the right thing all the time and that integrity is something that, you know, has rubbed off on everyone. We'll continue to do well by you moving forward.

TRUSTEE WHITE: I wish you the best. I know how much this meant to you. And I'll pass—cross often, so I'll be seeing you around.

SECRETARY JIRON: Well, as Trustee White said, I hope that our paths cross. I truly do. You welcomed me on the Board four years ago with such genuine kindness and helpfulness and experience that you --know, you just taught me so much and -- about the spirit of service, about the love for your community and for other people. And, you know, you showing me the ropes was invaluable and I just can't thank you enough from the bottom of my heart for that. I'm going to miss all my little tote bags full of freebies that you bring me from all of the conferences that you go to so I can bring them to my students and, you know, all the things that you shared with me over the last four years. And you know, like I said, I do hope that our paths cross. I would definitely like to see you in person and be able to thank you that way.

TRUSTEE JIMENEZ: So I'm still, you know, the newbie here, but you gave me so much comfort and you still do. I'm going to miss seeing you. Thank you for welcoming me and your knowledge. I am going to miss our little talks.

TRUSTEE DUTKOWSKI: Elizabeth, you've been very friendly toward me, and I appreciate that. Very welcoming, like everyone else -- to everyone else. And I really appreciate your decisions because your decisions are well thought out, well researched, and you want to do the best for the Library District. So I'm going to miss both of you so very much. I always look forward to this meeting because this is -- I'm on some other

Boards and I always look forward to this group of people who work together and try to make the best decision for the library. Thank you.

TRUSTEE ROGERS: And I agree with everything that my fellow Trustees said and I know that you certainly modeled how to be a good Trustee and to be a good steward over the resources and being committed to serving the Library District. And what - you know, I agree with Nate, you're the best person to hang out with at the conference. We had a good time in Chicago. And I'll say in closing, you know, I always look forward to the meetings when we sat beside each other, you know, some of the humorous notes you would write and stuff. So it'd keep things light when things can get challenging and I appreciate the insights that you gave me, you know, during the meetings and certainly when I was struggling to make different decisions, helping me get to the right decision. I appreciate your knowledge and your impact and your passion for the library, and I'm going to miss you.

TRUSTEE BENAVIDEZ: So if you think I have like knowledge of libraries, you beat me in knowledge of Vegas. If there's any politician, past or present, you know the stories, you know -- and I always loved hearing your stories. It always reminded me of Oscar Goodman. But enjoy -- now that we have some free time, we'll be able to enjoy more time.

COUNSEL WELT: Actually, I've known both these ladies probably longer than anyone else in the room. And I don't know that you know -- well, you probably do know, but if it wasn't for Kelly, there'd be underserved populations in this -- there still are, but there would be more underserved populations in this county because she was really the driving force in some of our new buildings in the areas they were at and making sure that we provided what was necessary to all our community. And that was, I think a main goal of hers and she drove it from the very beginning. Liz, I think I've known since we both were asked for our ID when we were buying drinks, so -- actually, I think I've known her longer than she knew John. Because I've known John too; we practiced law across the hallway together. So -- and both these ladies are just stalwarts in the community. When you look for an example of someone to be a leader in your community and in a community like ours that's gone from 15,000 people to two and a half million, those are the kind of people you want on your side, and they certainly have helped direct me.

Felipe Ortiz, Chair of LVCCLD Foundation, gave an update on the LVCCLD Foundation. He reported that they are moving forward and

had a very good conversation to try to get the global agreement to an agenda item for the Board. He hopes to have it by next meeting. The agreement was reviewed by their attorney and given to Counsel Welt, as well as Director Watson for review. He also reported that their goal is to try to have an Executive Director by July 1st. Trustee Sanchez asked if there was paperwork or information shared with Director Watson that can be shared with the Board members to review. Mr. Ortiz responded that they are not there yet. They will provide to Director Watson and can share with the Board. He stated that there is a lot of details to get help with money.

**Library Reports
(Item VI.)**

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

Director Watson reported that he attended the Foundation Board meeting where they had further discussions about moving forward in the partnership, in collaboration. There is still some discussions to be had before it is presented to the Board. Director Watson also reported that the Library District will be working with the FBI of Las Vegas to provide resources and services to the community. He has also been accepted into the FBI- Las Vegas Citizenship Academy, which may cause him to miss some board meetings through May. He also provided the Board members a resource tool to help with fundraising for West Las Vegas Library and also shared at the Foundation meeting. He also reported that she was selected to be on the National Juneteenth Museum Board.

Trustee Sanchez asked Director Watson if contracts are given to the Board members before or after it is voted on. She stated she was trying to look for a specific contract and had to go back to 2020 to find it. She referenced Agenda Item VIII.B.1. Director Watson responded that it is never included, it is given to the Chair. Trustee Sanchez responded she thinks it is helpful to look at the past contract to know how it differs. She stated she found the contract and wondered if it can be included so the Board has general knowledge of what the contract was historically before voting on future contracts. Chair Waugh noted her concern and stated he will address it in the future.

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

No questions.

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

No questions.

Community Engagement Report and Monthly Statistics (Item VI.A.2.b.)	No questions.
Development and Planning Report (Item VI.A.2.c.)	No questions.
Information Technology Report (Item VI.A.2.d.)	No questions.
Financial Services Report (Item VI.A.3.a.)	No questions.
General Services Report (Item VI.A.3.b.)	No questions.
Human Resources Report (Item VI.A.3.c.)	No questions.
Unfinished Business (Item VII.)	None.
New Business (Item VIII.)	
Consent Agenda (Item VIII.A.)	None.
Regular Agenda (Item VIII.B.)	.
Discussion and possible Board action regarding a retainer agreement for the District's General Counsel (Item VIII.B. 1)	Chair Waugh stated that the contract is exactly the same as the contract approved two years ago. He stated there are no changes as shown on the backup material given and the fees listed will not change for at least two years. Trustee Sanchez stated she was able to pull up the last contract but didn't see the signed contract. She asked if the contract expired and was it only for two years. Counsel Welt responded yes. Trustee Sanchez then asked if the attorney fees went up. Counsel Welt responded there was no change from the last two years or the two years before that. Trustee Foyt stated she worked with Marianne Miller, Special Counsel to the County Commissioner to establish the framework for it and doesn't believe Counsel Welt has ever changed his fee structure. Trustee Dutkowski asked if there has been any changes in the ratings for insurance. Counsel Welt responded

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that he doesn't deal with that.

Trustee Jiron made a Motion to approve the retainer agreement for Gerald M. Welt beginning February 1, 2025 through January 31, 2027. Trustee Rogers seconded the Motion.

There was no opposition and the Motion carried.

**Announcements
(Item X.)**

The March Board meeting will be held on Thursday, March 13, 2025, at 5:00pm. Location: Whitney Library, 5175 E Tropicana Ave, Las Vegas, NV 89122.

The April Board meeting will be held on Thursday, April 10, 2025, at 5:00pm. Location: West Las Vegas Library, 951 W Lake Mead Blvd., Las Vegas, NV 89106.

The May Board meeting will be held on Thursday, May 22, 2025, at 5:00pm. Location: East Las Vegas Library, 2851 E Bonanza Rd, Las Vegas, NV 89101.

**Public Comment
(Item XI.)**

None.

**Adjournment
(Item XII.)**

Chair Waugh adjourned the meeting at 5:37 p.m.

Respectfully submitted,

Jennifer Jiron, Secretary



ITEM VI.A.

MEMORANDUM

TO: Board of Trustees

FROM: Kelvin A. Watson, Executive Director

DATE: February 28, 2025

SUBJECT: Executive Director's Monthly Reports, March 2025

This report gives you a review of my activities and the accomplishments of Library District for your review and discussion at the District Board of Trustees' March 13, 2025 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Participated in SJSU iSchool L&M PAC Project Meeting.

Met with Playaway Meeting to discuss new library product offering.

Met with Nevada Donor Network to discuss our partnership and future collaborations on programming and resources sharing about their organization.

Mentorship Introduction meeting with Brian Lyles of Memphis Public Libraries.

Participated as a judge for the African American History Challenge Finals.

Interviewed with Charlotte Brookins University, of Iowa's School of Library and Information Science working in an IMLS funded grant on public libraries as centers.

Attended the Springs Preserve Black History Month Festival.

Attended the Knight Foundation Knight Library Leaders Conference 2025.

Attended the 10th Quarterly Disconnected Youth Coalition Convening at Workforce Connections. This convening offers a valuable opportunity for connection, collaborations, and drive impactful solutions that support our community's youth.

Attended Councilwoman's Shondra Summers-Armstrong Ward 5 Principals Round Table at Historic West Side School.

Follow up meeting with John Cook, Vice President/General Manager of KTNV Channel 13 to discuss collaboration. Planning discussion scheduled for both teams.

Attended the Latin Chamber Business & Networking Luncheon.

Attended the Las Vegas Asian Chamber of Commerce 29th Annual New Year Gala and Community Achievement Awards.

Attended the Love on Jackson 25 Community Event for Black History Month.

Attended the Barbershop Books Appreciation Luncheon to thank our partners of the Barbershop Books Program.

Attended the FBI Las Vegas Citizens Academy pre class meet and greet.

Attended the Stronger Together: A Celebration of Black- Led Nonprofits.

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

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

- Bi-weekly meetings with Administration team members
- Administration team meetings
- Attended the LVEA weekly meetings
- ULC Director/CEO weekly zoom
- Participated in the Regular Board of Trustees meeting
- Participated in DPLA Special Board Meeting
- Participated in the Springs Preserve Foundation Board Meeting
- Met with Leslie Valdes, along with Leo Segura and Jeff Serpico
- Director's Coin Recognition to Kelsey Mazmanyman
- Attended the LVCCLD Finance and Audit Committee Meeting
- Briefing Meetings with Board of Trustee members
- Attended the LVCCLD Foundation Board of Directors Meeting
- Attended the Black Agenda Anniversary
- Met with Brittany Price and Doug Beckley of the Beckley Group



ITEM VI. A.1.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: February 28, 2025

SUBJECT: Library Operations Activity Report, March 2025

This memorandum reports on the Library Operations Department's activities and project updates for February 2025, and Branch activities and analytics compiled between **January 1 – January 31, 2025.**

Powerful People

- Electronic Resources, Inter Library Loan (ILL), and the Distribution Center now report through Collection and Bibliographic Services (CBS). This better aligns our electronic collections with our physical collections, speeds up the process of adding items we may not have, and aligns how we distribute items and maintain collections. CBS Director Colbert will include them in her board report.
- **Clark County Library Branch Manager Robbin Gaebler and Assistant Branch Manager Michael Stellar** are working with **Regional Manager Kevin Maas** to attend the Metro Comp. Stat. Meeting to represent and support the Library District. They invited Officers to the library, and Metro has been working with the County to keep Escondido Street clear of encampments and have sanitized the sidewalks and street.
- **Customer Appreciation Week (CAW)** committee led by **Chance G. in Mesquite and Misty H. at Mount Charleston** will lead staff in celebrating 60 years of the Clark County Library District during this year's CAW. The event is scheduled for Thursday, April 6-12, where each branch will hold its celebration day during the week.
- **Library Operations Trainer Clair** uploaded ***Practical Approaches for Librarians Navigating Anxiety and Uncertainty*** and led our Apprentice Person-In-Charge (APIC) Training for February and moving forward. She has developed a shadowing program so participants will gain practical experience before being asked to be in charge of a library branch.
- **Library Operations** staff worked with **IT** staff on Communico Roam and Interact modules. Communico will be in town in March to test and launch the new productivity tools for staff.
- **Kudos** to the **Branch Managers and their Staff** and to **Ermal R.** for all their hard work getting our Branch budget documents in for Review. Library Operations Administration has met with IT, General Services, and Community Engagement to review and approve branch budget requests.
- **Ermal** also worked with the Employee Recognition Committee this month to review last year's event. Improvements identified included a more precise and straightforward application and process and providing examples of positive nominations.
- The first **Bunkerville** homes were often built using adobe brick, and lumber was hauled in for the rooftops. Settlers had to ride 150 miles on horseback to obtain the lumber.

Mary from the **Virgin Valley Heritage Museum** came to **Bunkerville Library** to demonstrate how the early settlers made the adobe bricks. To wrap up the Winter Reading Challenge, we had **NASA** Ambassador **Francisco Silva** join us to discuss the stars on Jan. 30th. It was a cool, crisp, clear new moon night. After Francisco spoke about space, we went out to the soccer field to look through his telescope. We were able to see Venus and Saturn, Mars, Jupiter and 4 of its moons, and the Orion Belt.



- **Goodsprings Library Associate Raychel** attended and spoke at **Goodsprings Citizens Advisory Council** to present upcoming events for the next 2 months.
- **Laughlin Branch Manager Tanya Brown-Wirth** appeared on **KNTR Talk Radio Show**. Our second annual **Community Resource Fair** was a success! Dozens of patrons came out to get information and swag from hyper-local service providers. Participants included Southwest Behavioral, LVMPD, UNCE Master Gardeners, Nevada Legal Services, Sunrise Children's Foundation, Clark County Government, the VA, and Tri-State Community Healthcare. Staff is looking forward to the third annual event in January 2026!

By the Numbers (January 2025):

- The Library District signed up **8,337** new **library card** users, an 18% decrease over the same month last year.
- **Gate count** was **311,825**, a 2% increase from the same month last year.
- During the month, staff answered **31,087 reference questions**.
- Library staff also conducted **86 curbside deliveries** for **395 items**. This was a 31% reduction.
- Our **volunteers** logged **1,959 service hours** in the Library District in January.
- **254 Homeschool** sessions were logged, totaling a 46% decrease over last year.

Powerful Places

Branch Activities (January 2025)

- **Enterprise Library Bookstore** brought in \$2559.45 in sales! Managers began training former Pages on new tasks as Library Aide. **Vegas Tickets** sponsored a **Lil' Learner Donor Event** in January. Three Square served 873 children's meals, and **Anderson** held 241 tutor sessions.
- **Meadows Library** had two painting classes with **Barbara**, a craft for adults, a scrapbooking session, and an adult yoga class. They offered a STEAM program and did STEAM programming with STUPAK after school.
- **Moapa Town Library** Guest **Barbara Thomas** hosted **"Anyone Can Paint."** Our new preschool storytimes are still well attended since we switched the time from 11 am to 10:30 am. This month, we had three regular storytimes with 34 attendees and one special Lunar New Year storytime with



nine attendees. We held our WinterFest end-of-Winter Reading Challenge event on 1/25, which featured a storywalk, sidewalk chalk craft, and complimentary snacks and drinks. 30 people attended, with several people turning in their reading logs to win prizes. If I'm reading Beanstack correctly, we had 26 entries under 19 this year.

- **Searchlight Library** had the Mobile RFID cart brought to Searchlight to scan the shelves to ensure the collection was in order and clean up the collection. Lots are cleared up, and the collection is looking in order. Some shelving was removed from the branch and moved around to make the shelving more, giving us more space in our fiction section. The change has made a difference in the collection and its presentation to the public. UNR Extension's partnership with the Searchlight library has made waves with its popularity among the community's kids. The class has moved to the morning to serve better the kids who wait for the school to open.
- **Summerlin Library** had the walls repaired and painted in the Workshop, and the broken thermostat was replaced as the beginning phase of converting the room into a Flex Lab. The Copy Room walls were repaired and painted, the cabinets were removed, and a storefront door was installed to transform the room into a DMPL lab. WinterFest Celebration with Community Partners Get Outdoors Nevada and the National Park Service.
- **Sahara West Library Bookstore** saw \$4,414.71 in sales for January. Adult Services fielded 2,327 reference questions, accommodated 751 study room visits and 44 study pod uses in January. The Computer Lab hosted Intro to the Internet and Mobile Security Classes and Youth Services hosted a STEAM Zoo and Lego Club.



By the Numbers (January 2025):

- Library Branches improved overall circulation to **978,781 items**, an increase of 4% over the same month last year.
- **168 passports** were issued, a 155% increase over the same month last year. Windmill Passport Services collected **\$7,177.00** in fees. The availability of appointments increased by converting open positions into 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.
- **96,970 PC internet** sessions were logged a 5% increase from the same month last year. **57,778** of these sessions were **Wi-Fi**.

Powerful Partnerships

- **AARP**
- **Alzheimer's Association: Caregiver's Support Group**
- **American Foundation for Suicide Prevention**
- **America Reads, America Counts Tutoring**
- **American Red Cross**
- **Andson Tutoring**
- **Barbara Thomas: Anyone Can Paint**
- **Better Business Bureau**
- **The Blue Diamond History Committee**
- **Celestial Manna/Three Square @ Indian Springs Library:** We continue to work with Celestial Manna and Three Square on our Trader Joe's food pick-up available to our customers! The regular Celestial Manna food pantry is still operating out of the Masonic Lodge, and our food program looks to be on solid ground once again
- **City of Las Vegas / Parenting Project: Nurturing Parents**
- **Clark County C.A.R.E.S. Team** continued their Social Worker program with folks on Escondido at near the **Clark County Library**. At **Whitney Library** The Clark County CARES team provided CHAP assistance, Rental assistance, and many more social services for our Whitney community. This month, we had three social workers show up to assist our customers. The CARES team committed to coming to our branch every second Wednesday of the month.
- **Clark County Elections Department**
- **Clark County Family Services**
- **Clark County Fire Department**
- **Clark County Parks and Recreation:** Indian Springs is also coordinating with Clark County Parks and Recreation again on bread for our community, with Jett making Wednesday pick-up and CCPR sorting and distributing the bread.
- **Clark County School District**
- **Clark County Social Services**
- **Clean the World Foundation**
- **Creech AFB**
- **Discovery Children's Museum**
- **EmployNV One Stop**
- **FAYM**
- **Four-H Club**
- **Goodsprings Community Center**
- **Goodsprings Elementary**
- **Goodsprings Historical Society**
- **Green Our Planet Hydroponics**
- **Help of Southern NV**
- **Homeschool West Chess Club**
- **Laurus College**
- **Las Vegas Raiders**
- **Maxwell Drake: Maxwell Drake Writing Workshop**
- **Metro NEAC**
- **Moapa Valley Resource Center**
- **Moapa Valley Chamber of Commerce**
- **Na Hula Hali'a Aloha Cultural Preservation**
- **Nevada Department of Wildlife: Living with Wildlife**
- **Nevada Hand Senior Apartments**

- Nevada Homeless Alliance
- Nevada Legal Aid Post Office
- Parkinson's Place
- Project Marilyn
- Red Rock Citizen's Action Committee
- Silver State Wranglers: 4H Club
- Social cirKISH
- Spring Mountain Ranch State Park for Summer Challenge programs for kids and adults.
- Springs Preserve
- Sunrise Mountain Homeschool Co-op
- Three Square youth and senior meals
- UNCE
- University of Nevada, Reno (UNR) Cooperative Extension
- University of Nevada, Reno (UNR) Master Gardeners: Hive Talk
- Vegas Vista Academy
- Virgin Valley Heritage Museum
- Vitalant Blood Drive
- Yoga for Life: Yoga at the Library

Powerful Platforms

Libraries as a place for answers & information, connection (book club, 0-5 storytime place for parents, "living room"), entertainment and fun (programs); access (virtually and in-person), libraries as a place for social services; libraries as a place to learn and connect to new skills, and the library as the fun community place.

- 1,951 customers are now 3D Printer certified.
- Winter Challenge was terrific! Customers were excited to receive a book buck and a free book with each log completed. Branches also handed out book bucks to customers attending programs and signing up for the Winter Challenge.
- **Blue Diamond Library** hosted **Fun to Play** from the **UNR Cooperative Extension**. The UNR staff came for a 6-week course for parents and caregivers on Nevada PreK standards. The classes stretch over till February. In January, we had four classes. The classes were exciting for all the participants! We had book displays around each weekly topic to promote the class and give supplemental materials to adults.
- **Centennial Hills Library** installed 3D print replica fossils on loan from Real Dinosaurs, and they were on site through early February. In addition to their other programming, they also had a screening of Jurassic Park and a Random Fandom program that saw lots of success.
- **Clark County Library** 40 individuals took part in the Authors & Artists Fair. It was the third time **the Jam Band** performed for the event. Songs included: Louis Jordan's Caledonia, Skeeter Davis' End of the World, Everly Brothers' All I Have to Do is Dream, Israel Kamakawiwo'ole's Somewhere Over the Rainbow/What a Wonderful



World, Elton John's Don't Let the Sun Go Down on Me, Humberto Santana's See it Through, Jay and the American's This Magic Moment, Barry White's Your are the First, My Last, My Everything, Casey Grace's Good to be Happy, Billy Squier's Nobody Knows, Joe Cocker's Feelin' Alright, Todd Rungren's Saw the Light, Eugene McDaniels' Compared to What, and Chicago's 25 or 6 to 4. January saw Clark County YPL's programming come back in full force after the December break! The month saw YPL conduct 31 programs with a total attendance of 419. In the month of January the Computer Center and its staff supported customers in over 3,917 computer sessions totaling over 247,293 minutes, or 4,121 hours, of use.



- **East Las Vegas Library** hosted their monthly Women's DJ Workshop. **Kathia H.** and **Maria M.** hosted their second resume workshop. **Yanel S.** and **Evelin G.** hosted their ongoing Clay Workshop.



- Enterprise Library announced that their homework help offers tutoring Monday – Thursday.
- **Rainbow Library** hosted a teen hangout with **Pet Partners** and their **Winterfest** program drew in 114 participants, and **Winterfest Chess Tournament** drew in 53.



- **Sandy Valley Library** offers a daily program that grows attendance as the weather warms and when daylight saving kicks in. Art Classes happen on the second Saturday.
 - **Sunrise Library** hosted programs with 3 Square, Vitalant, Metro NEAC, Clark County Social Services, Clark County School District, Desert Ridge Apts, Cora Coleman Senior Center, Clark County Election Department, Nevada Hand, University of Nevada Cooperative Extension, Sunrise Mountain Homeschool Co-op.
- Spring Valley Library** Youth Services Librarian put on her popular **Friday Steam** program. The theme was (Arctic Ocean Animals & Climate Change) We had 3 stations, Whale Blubber, Oil Spill & Ice Fishing. It was super fun but very messy! Our popular Learn Korean class is back at Spring Valley. We partner with a native speaking Korean instructor; Miss. Sue and she teaches beyond the language and shares all aspect of the Korean culture.



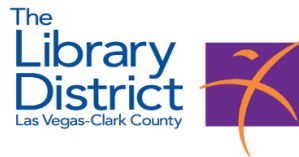
- **West Las Vegas Library Youth Services** served 876 after-school meals through 3Square. The Adult Services Department hosted Beginning Ukulele & Learn to Play Guitar and Bass. NV C.A.R.E.S. Social Workers were out and assisted individuals with housing, employment, and economic needs. Legal Aid provided



essential legal assistance and Mobile Showers and Clothing services were provided by **Clean the World Foundation** while the **Southern Nevada Health District** provided essential health services to individuals. The New Building is coming along, and staff were treated to a visit of their new digs in progress.

- **Whitney Library Adult Services (AS)** provided great programs such as Yoga program, DIY Soy Based Candles, Whitney Book Club: The Guncle, The Social Justice Book Club: The Ethical Slut, I Heart Whitney Fresh Start, Meet With A Social Worker, WIASC, New Year Intention Painting!, Energetic Chord Removal, 3 Square Senior Meals, Paint Ink Art Workshop, I Heart Whitney Fresh Start, Visits with Venicia, Coffee and Canvas, Free Vision Screening, Medicare Information Session, Poetry & Creative Writing Workshop, Book club at Whitney Senior Center. AS produced 9 programs for a total of 155. Since Performing Arts Coordinator **Amiel Bravo's** 11 programs with an attendance of 1,025. **Youth Services** hosted plenty of special events, including our **Winter Reading Challenge** kickoff with the Raiders, Meet Up and Eat Up, Printmaking Fun, Slumber Storytime, Craftzaganza, STEAM Preschool Storytime, Sunday storytime, Crafternoon, After School Fun, Fiber Arts Club, Robot Lab, Printmaking Workshop, Family Game Party, LEGO League. In total, they produced a total of 80 programs with a total of 2,504 participants!
- **Windmill Library Computer Lab** hosted a Friends of Ours Senior Computer Class. January Tales and Cocktails Book Club had a record-breaking 90 participants. General Services repaired and painted drywall from Crestron Touch Panel replacements.





MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Leo Segura, Library Operations Director

DATE: February 28, 2025

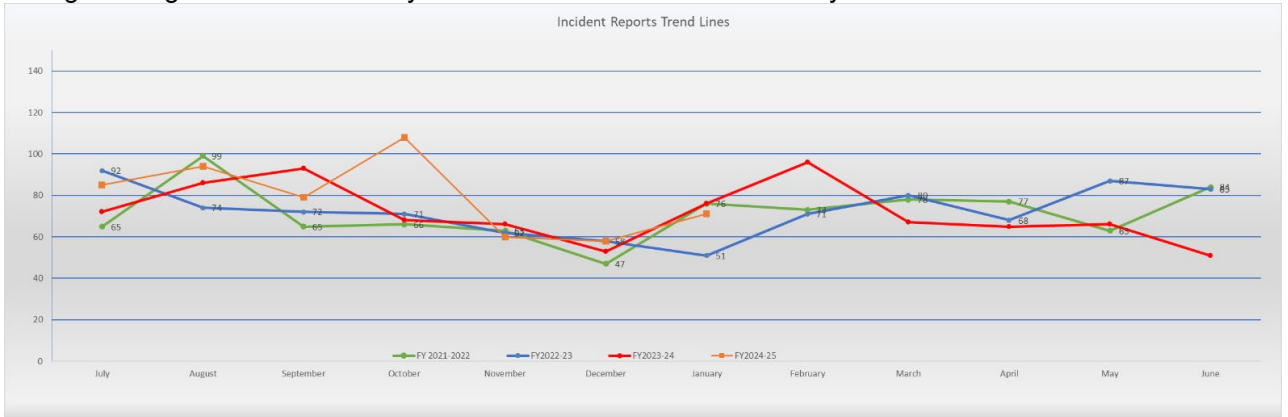
SUBJECT: Security Report, March 2025

This memorandum reports on the security information and analytics compiled from **January 01 to January 31, 2025**.

In **January 2025**, branch staff reported **71 incidents**, a decrease of 6.6% over the same month last year. During this period, the Library District recorded **311,825** customer visits. **This ratio** is one incident for every **4,395 visits**.

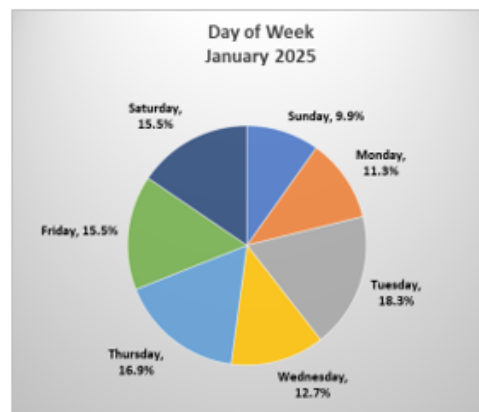
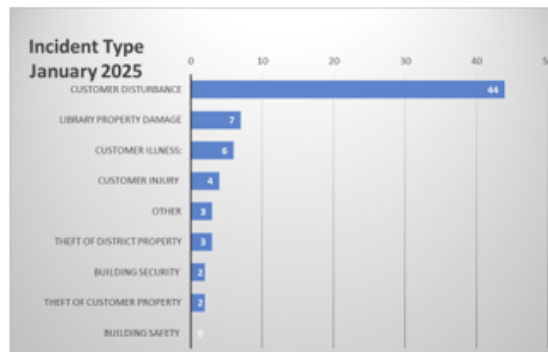
Branch	Incident Reports				Feb-23		Feb-25		
	Jan-24	Jan-25	Difference	% Change	to Jan-24	to Jan-25	Difference	% Change	
BLUE DIAMOND LIBRARY	1	0	-1	-100.0%	4	2	-2	-50.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
CENTENNIAL HILLS LIBRARY	2	0	-2	-100.0%	24	20	-4	-16.7%	
CLARK COUNTY LIBRARY	20	15	-5	-25.0%	236	242	6	2.5%	
EAST LAS VEGAS LIBRARY	10	6	-4	-40.0%	69	94	25	36.2%	
ENTERPRISE LIBRARY	7	4	-3	-42.9%	30	50	20	66.7%	
GOODSPRINGS LIBRARY	0	0	0	0.0%	2	1	-1	-50.0%	
INDIAN SPRINGS LIBRARY	0	0	0	0.0%	1	0	-1	-100.0%	
LAUGHLIN LIBRARY	0	0	0	0.0%	1	12	11	1100.0%	
MEADOWS LIBRARY	0	2	0	0.0%	7	11	4	57.1%	
MESQUITE LIBRARY	0	1	1	0.0%	9	13	4	44.4%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	1	1	0	0.0%	
MOAPA VALLEY LIBRARY	1	0	-1	-100.0%	2	3	1	50.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
RAINBOW LIBRARY	3	2	-1	-33.3%	26	22	-4	-15.4%	
SAHARA WEST LIBRARY	3	7	4	133.3%	72	64	-8	-11.1%	
SANDY VALLEY LIBRARY	0	0	0	0.0%	0	1	1	0.0%	
SEARCHLIGHT LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
SPRING VALLEY LIBRARY	4	2	-2	-50.0%	64	61	-3	-4.7%	
SUMMERLIN LIBRARY	2	3	1	50.0%	34	22	-12	-35.3%	
SUNRISE LIBRARY	0	3	3	0.0%	17	17	0	0.0%	
WEST CHARLESTON LIBRARY	5	6	1	20.0%	89	104	15	16.9%	
WEST LAS VEGAS LIBRARY	3	9	6	200.0%	59	55	-4	-6.8%	
WHITNEY LIBRARY	13	10	-3	-23.1%	107	120	13	12.1%	
WINDMILL LIBRARY	2	1	-1	-50.0%	49	61	12	24.5%	
Total	76	71	-7	-6.6%	903	976	73	8.1%	

Clark County Library experienced the highest number of incidents at **fifteen (15)**. The other branches received between **zero (0)** and **ten (10)**. West Las Vegas experienced the largest increase. County and Metro assistance on Escondido helped at Clark County Library, and changes in sight lines and visibility are credited to the shift at Whitney.

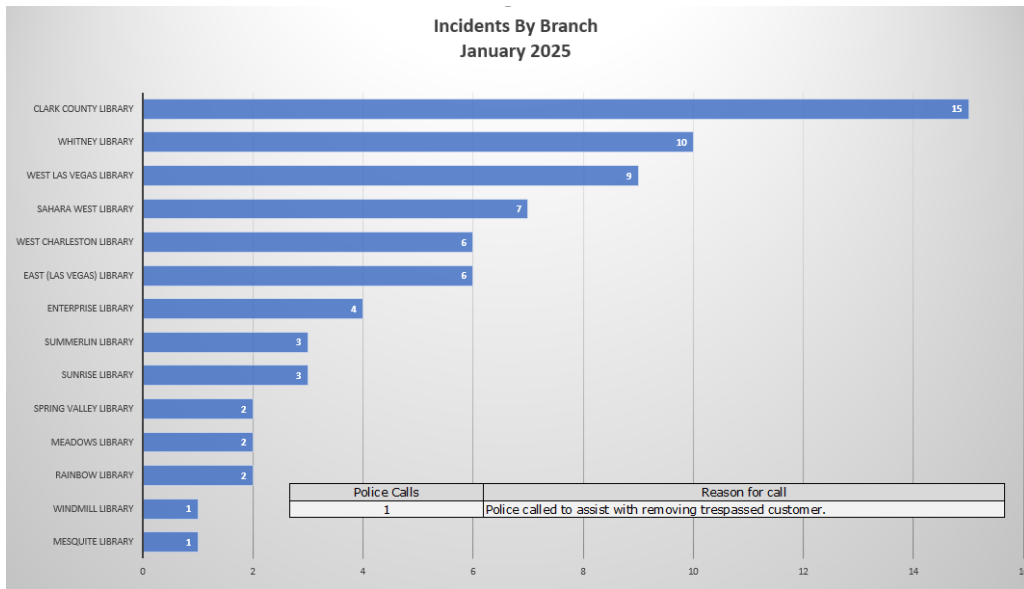


January incident reports transitioned upward toward average levels. Multiple **FIXIT Tickets** were submitted through the County's portal by library (branch) staff to address encampments adjacent to library property blocking street and sidewalk. In addition, **Clark County Library** staff worked with Las Vegas METRO police and **Metro's Homeless Outreach Team** to remove the encampments along Escondido.

ADULT TRESPASS [5 YEAR]	1
WEST LAS VEGAS LIBRARY	1
ADULT TRESPASS [3 YEAR]	3
CLARK COUNTY LIBRARY	1
SUMMERLIN LIBRARY	1
WHITNEY LIBRARY	1
ADULT TRESPASS [1 YEAR]	17
CLARK COUNTY LIBRARY	4
EAST LAS VEGAS LIBRARY	3
SAHARA WEST LIBRARY	3
SUNRISE LIBRARY	1
WEST LAS VEGAS LIBRARY	1
WHITNEY LIBRARY	5
ADULT BAN [LESS THAN 1 YEAR]	14
CLARK COUNTY LIBRARY	5
EAST LAS VEGAS LIBRARY	1
ENTERPRISE LIBRARY	2
MEADOWS LIBRARY	1
SPRING VALLEY LIBRARY	1
WEST LAS VEGAS LIBRARY	2
WHITNEY LIBRARY	2
MINOR BAN OR RPC [LESS THAN 1 YEAR]	3
EAST LAS VEGAS LIBRARY	2
SUNRISE LIBRARY	1



District staff encountered **forty-four (44) customer disturbances**, accounting for 62% of January incidents or one disturbance for every **7,087** visits. During **January 2025**, staff banned thirty-eight (**38**) customers. One (1) adult received a five-year trespass; three adults received a three-year trespass; seventeen (17) adults received a one-year trespass; and fourteen (14) Adults received a ban under one year. Three kids received a Parent Meeting with a ban less than a year. Police were called to assist with one incident where a trespassed person returned to the library and refused to leave.



Library Name	Square Footage	Occupancy	January	Total incidents 2024-2025	INCIDENTS PER 10K SQ. FT.	Incidents per PIC
Blue Diamond	1,000	20	0	1	1.00	0.67
Bunkerville	1,200	24	0	0	0.00	0.00
Centennial Hills	45,555	689	0	11	0.24	1.38
Clark County	120,000	905	15	137	1.14	9.79
East Las Vegas	41,015	1200	6	45	1.10	7.50
Enterprise	26,300	526	4	26	0.99	5.20
Goodsprings	900	9	0	1	1.11	1.00
Indian Springs	1,200	24	0	0	0.00	0.00
Laughlin	15,562	323	0	3	0.19	0.38
Meadows Library	813	16	2	9	11.07	6.00
Mesquite Learning Center	5,464	133	1	5	0.92	1.67
Mesquite Library	13,313	370	0	6	0.45	0.75
Moapa Town	2,000	40	0	0	0.00	0.00
Moapa Valley	4,700	94	0	1	0.21	0.17
Mt. Charleston	2,800	56	0	0	0.00	0.00
Rainbow	26,800	808	2	13	0.49	1.63
Sahara West	122,000	920	7	35	0.29	3.18
Sandy Valley	1,200	24	0	1	0.83	0.57
Searchlight	1,200	24	0	0	0.00	0.00
Spring Valley	25,000	511	2	34	1.36	3.78
Summerlin	40,165	1014	3	13	0.32	2.17
Sunrise	23,000	345	3	13	0.57	2.17
West Charleston	38,900	1054	6	60	1.54	7.50
West Las Vegas(excluding Theater)	30,693	370	9	38	1.24	4.22
Whitney	24,500	563	10	68	2.78	9.71
Windmill Library and Service Center	142,149	994	1	35	0.25	3.89
Total Square Ft.	Occupancy Rate			Total Incidents	Average	Average
757,429	11,056		71	555	0.73	3.85

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

Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
January 2025

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	709	17	2,174	6	0	12	71	10	484	20	850	0	0	42	1,405
BUNKERVILLE	107	25	1,074	4	57	0	0	150	416	2	53	0	0	152	469
CENTENNIAL HILLS	30,792	2	29,451	631	2,385	15	225	57	2,860	39	835	24	526	135	4,446
CLARK COUNTY	12,010	7	30,316	643	5,062	35	3,163	448	741	39	1,310	32	1,543	554	6,757
EAST LAS VEGAS	8,560	12	21,110	510	3,815	43	1,878	45	553	37	340	11	924	136	3,695
ENTERPRISE	14,331	6	16,382	359	2,356	20	131	77	862	42	877	24	502	163	2,372
GOODSPRINGS	117	24	462	0	45	3	16	4	28	2	16	0	0	9	60
INDIAN SPRINGS	381	20	2,385	4	44	19	39	7	38	38	447	0	0	64	524
LAUGHLIN	3,541	14	4,302	78	747	16	151	9	117	7	157	0	0	32	425
MEADOWS	658	18	2,248	34	237	10	126	16	129	22	344	0	0	48	599
MESQUITE	6,508	13	10,638	133	1,284	56	630	45	369	14	161	13	154	128	1,314
MOAPA TOWN	214	22	873	2	43	2	12	5	48	13	52	0	0	20	112
MOAPA VALLEY	2,499	16	1,912	23	253	7	37	34	567	4	58	0	0	45	662
MOUNT CHARLESTON	158	23	1,510	1	16	5	22	2	35	8	369	0	0	15	426
RAINBOW	17,946	4	19,794	377	2,441	9	124	41	914	75	2,063	16	412	141	3,513
SAHARA WEST	31,612	1	29,935	532	2,820	12	250	49	1,413	4	72	32	603	97	2,338
SANDY VALLEY	422	19	950	7	44	8	11	4	8	3	12	0	0	15	31
SEARCHLIGHT	276	21	670	5	12	1	2	1	4	20	29	0	0	22	35
SPRING VALLEY	11,264	11	19,467	410	2,882	17	116	86	1,207	52	2,326	1	1	156	3,650
SUMMERLIN	17,782	5	20,194	295	1,178	21	420	25	952	16	948	14	1,542	76	3,862
SUNRISE	12,001	8	16,140	336	2,179	24	231	29	344	43	1,228	0	0	96	1,803
WEST CHARLESTON	11,539	10	20,667	304	2,591	30	286	46	556	48	882	14	706	138	2,430
WEST LAS VEGAS	3,296	15	16,697	250	3,377	14	298	43	426	46	1,247	15	1,367	118	3,338
WHITNEY	11,553	9	17,681	320	2,215	20	1,180	54	1,065	26	1,439	9	87	109	3,771
WINDMILL	26,719	3	24,793	650	3,109	9	484	38	1,494	22	676	25	1,094	94	3,748
WINDMILL SERVICE CENTER	753,786		0	2,423	57,778	307	5,170	54	1,514	12	1,183	0	0	373	7,867
2025 MONTHLY TOTAL	978,781		311,825	8,337	96,970	715	15,073	1,379	17,144	654	17,974	230	9,461	2,978	59,652
FY 24-25 YTD TOTAL	6,784,616		2,261,168	56,511	779,204	4,902	126,825	6,955	104,525	4,537	186,602	1,702	70,672	18,096	488,624

ANNUAL MONTHLY COMPARISON															
2024 MONTHLY TOTAL	950,495		306,153	14,902	92,549	1,119	12,444	1,033	16,028	772	17,692	243	8,852	3,167	55,016
% CHANGE	3%		2%	-44%	5%	-36%	21%	33%	7%	-15%	2%	-5%	7%	-6%	8%

ANNUAL YTD COMPARISON															
FY 23-24 YTD TOTAL	6,521,788		2,185,937	65,841	634,199	7,421	90,703	6,485	115,867	5,844	193,921	1,503	61,001	21,253	461,492
% CHANGE	4%		3%	-14%	23%	-34%	40%	7%	-10%	-22%	-4%	13%	16%	-15%	6%

ANNUAL MONTHLY COMPARISON															
2023 MONTHLY TOTAL	906,486		325,413	12,959	89,085	872	9,503	1,057	18,098	620	14,017	211	7,282	2,760	48,900
% CHANGE	8%		-4%	-36%	9%	-18%	59%	30%	-5%	5%	28%	9%	30%	8%	22%
2022 MONTHLY TOTAL	801,004		267,705	5,354	82,581									1,966	46,969
% CHANGE	22%		16%	56%	17%									51%	27%
2021 MONTHLY TOTAL	745,704		237,510	4,072	74,646									1,032	16,092
% CHANGE	31%		31%	105%	30%									189%	271%

ANNUAL YTD COMPARISON															
FY 22-23 YTD TOTAL	6,190,827		2,327,949	55,909	620,256	6,936	93,136	5,914	109,888	4,712	152,186	1,587	61,582	19,149	416,792
% CHANGE	10%		-3%	1%	26%	-29%	36%	18%	-5%	-4%	23%	7%	15%	-5%	17%
FY 21-22 YTD TOTAL	5,310,888		1,989,024	37,649	593,100									14,130	313,680
% CHANGE	28%		14%	50%	31%									28%	56%
FY 20-21 YTD TOTAL	5,101,617		1,800,630	32,932	575,128									7,380	127,336
% CHANGE	33%		26%	72%	35%									145%	284%

ITEM VI.A.2.a.



MEMORANDUM

TO: Board of Trustees Through Kelvin Watson, Executive Director

FROM: Betsy Ward, Branding and Marketing Director

DATE: February 28, 2025

SUBJECT: Branding & Marketing Activity Report, March 2025

This memorandum reports on the Branding and Marketing Department's (BAM) activities and project updates for February 2025 and analytics compiled from January 1-31, 2025.

Powerful Platforms



Library Lovers' Month

BAM promoted the annual Library Lovers' Month celebration & promotional giveaway in February with the following activities:

- Created graphics for the website and social media platforms, plus flyers, posters, and signage for all branches
- [Updated the website landing page](#) with details about this year's program & giveaway. As of February 28, **entries totaled 2,238 cardholders.**
- Wrote promotional posts in Library Highlights eNewsletter
- Designed and placed print advertisements
- Scheduled social media posts to run throughout February
- Wrote and pitched news releases in [English](#) and Spanish
- Created an updated [promotional video](#)

Media Coverage:

Fox 5 interviewed Digital Media Specialist **Ryan Simoneau** for a [Library Lovers' Month story](#), which covered the ways you can show your love for the library – such as attending Black History Month events, signing up for a Raiders library card, and purchasing an official DMV I Love My Library license plate. (2/20/2025)

City Cast Las Vegas, [February is Library Lovers' Month](#) (2/18/25)

**Black History Month**

BAM promoted Black History Month in February with the following activities:

- Created graphics for the website and social media platforms
- Updated the website landing page with details about this year's programs and resources
- Wrote promotional posts in Library Highlights eNewsletter
- Designed and placed print advertisements
- Scheduled social media posts to run throughout February
- Wrote and pitched a [news release](#)
- Captured photos and video to use in a promotional video in 2026

Media Coverage:

Fox 5, [Black Leaders at Valley Library Inspire Children](#) featured interviews with Whitney Branch Manager **Billy Allen** and Assistant Branch Manager **Desmond London** (2/18/25)

KSNV, Ch.3, [Las Vegas Black Image Honors Held at Clark County Library](#) (2/18/25)

8 News Now, [Independent Author Collection at Whitney Library](#) (2/15/25)

BroadwayWorld.com, [Feature: Broadway in the Hood Presents Chicken & Biscuits](#) (2/13/25)

8 News Now, [Art Exhibit Honoring Black History Month](#) (2/13/25)

8 News Now, [Celebrate Black History Month at Whitney Library](#) (2/10/25)

KTNV, Ch.13, [Library District Celebrates Black History Month](#) (2/10/25)

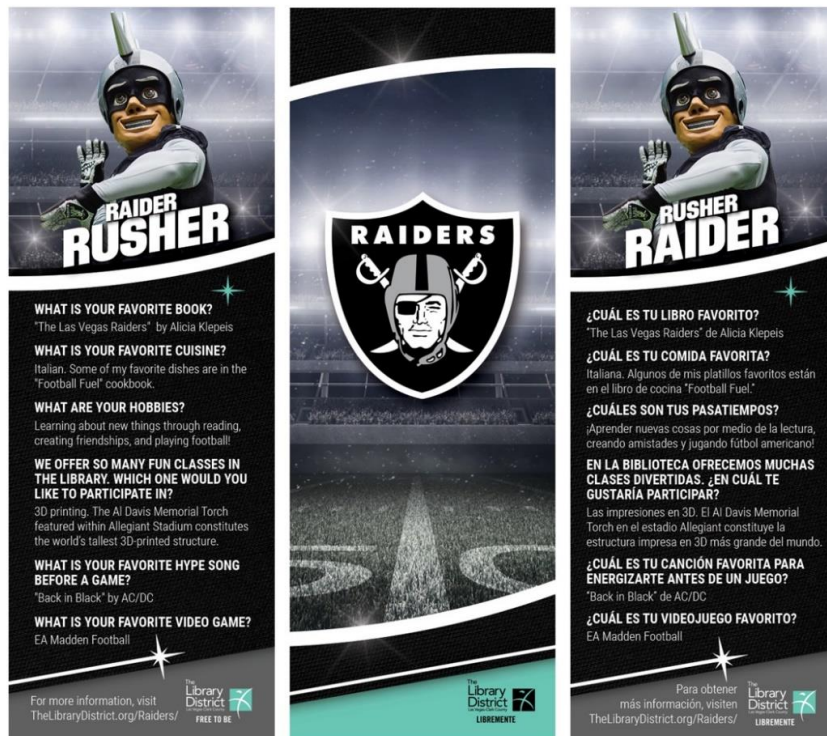
KTNV, Ch.13, [Las Vegas Libraries Celebrate Black History Month with Free Events](#) (1/31/25)

TheLibraryDistrict.com: Website Audit & Refresh

BAM has begun a comprehensive audit of TheLibraryDistrict.org, toward the goal of improving the user experience for customers. Using Google Analytics as our guide, BAM will be making data-driven decisions to streamline some pages, and perhaps move, combine, or delete others based on the actual traffic they are receiving. The audit will take place over several months and will include:

- Refreshing the homepage to bring more information above the fold and incorporate Free to Be branding
- Meeting with key stakeholders in each Library District department to determine priorities for their respective pages, and refresh if necessary
- Transitioning all BiblioCommons v1 pages to newer v2 pages
- Utilizing a wider range of the features available through BiblioCommons
- Consolidating the Navigation Menu so customers can more easily access touchpoints

Powerful Partnerships



Las Vegas Raiders

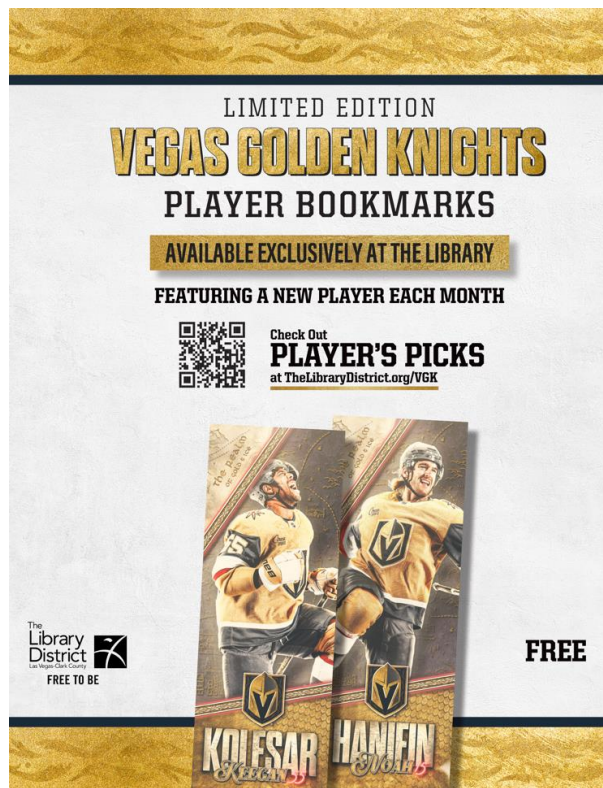
During February, BAM launched the new Las Vegas Raiders bookmark featuring Raider Rusher. The FREE bookmark is now available at all branches in English and Spanish. Like the long-standing Vegas Golden Knights bookmarks, the Raiders bookmark also promotes favorite items from the Library District's collection.

We were also thrilled to debut the first Raider player videos, provided by the team, featuring Defensive Tackle **John Jenkins** and Defensive Tackle **Jonah Lauulu**, promoting the fun and

learning that can be had with a library card! These were [posted to the Library District's YouTube Channel](#).

BAM supported the launch of the Raiders bookmark and videos with:

- Priority placement on the TheLibraryDistrict.org homepage
- An update to the [Las Vegas Raiders landing page](#)
- Inclusion in Library Highlights
- Ongoing social media promotion
- Media outreach



Vegas Golden Knights

In February, BAM continued with this season's FREE Vegas Golden Knights Collectible Player Bookmark Series, featuring Right Wing **Keegan Kolesar** – which is now available at all branches in English and Spanish. BAM also delivered the new bookmarks to City National Arena, where they are available at the VGK pro shop, The Arsenal. The team also provided us with new player videos featuring Goaltender **Adin Hill**, Center **Brett Howden**, and Right Wing **Keegan Kolesar**, [which were posted to the Library District's YouTube Channel](#).

BAM supported the bookmark and video launch with:

- Priority placement on the TheLibraryDistrict.org homepage
- Updated the [VGK landing page](#)
- Inclusion in Library Highlights
- Ongoing social media promotion
- Media outreach

Powerful People

Media Coverage Highlights

Additional media coverage in February included:

Early Childhood Outreach Educator **Angela Hamilton** wrote a guest column for [Health Care Quarterly](#) on the importance of developing early reading skills. She shared programs that the Library District offers to assist parents in this goal, including My First Library, 1,000 Books Before Kindergarten, Summer Challenge, Winter Reading Challenge, and online resources.

8 News Now, [Join the Las Vegas Dance Academy for a Free Performance](#) (2/17/25)

KTNV, Ch.13, [Free Family Ranch Tour from the Library District](#) (2/15/25)

8 News Now, [Yoga at the Library](#) (2/14/25)

KTNV, Ch.13, [Libraries Closed for Presidents Day](#) (2/14/25)

8 News Now, [LegendCon at the East Las Vegas Library](#) (2/8/25)

Fox 5, [Three Square Offers a Free Hot Meal at Several Clark County Library Locations](#) (2/6/25)

KTNV, Ch.13, [Crossing Guard Hiring Event](#) (2/4/25)

Fox 5, [Clark County Hosting Hiring Events for Crossing Guards](#) (2/4/25)

8 News Now, [East Las Vegas Library Hiring Event for Crossing Guards](#) (2/4/25)

KSNV, Ch.3, [Love and Fraud Seminar at the Library District](#) (2/4/25)

Fox 5, [Las Vegas Police to Help Protect Community from Romance Scams](#) (2/3/25)

Awards & Recognition Programs

On behalf of the Library District, BAM prepares and submits nominations for library industry awards and community recognition programs to highlight the exceptional programs and services that our staff and libraries provide to residents. February nominations included:

- **Kelvin Watson** for the ALA Joseph W. Lippincott Award for distinguished service to the profession of librarianship
- **Kelvin Watson** for the ALA Herb Biblo Outstanding Leadership Award for Social Justice & Equality
- The **Library District's Rebranding & Free To Be public education campaign** for the ALA 2025 John Cotton Dana Award for outstanding public relations

Powerful Platforms

BAM Advertising Campaigns

Print Ads:

Library Lovers'	Asian Journal	1/30/2025, 2/6/2025, 2/13/2025, 2/20/2025	Half Page	\$ 3,200.00
	Las Vegas Weekly	1/30/2025, 2/6/2025, 2/13/2025, 2/20/2025	Full Page	\$ 12,000.00
	Black Image	February	Full Page	\$ 2,000.00
Black History Month	Black Image	February	Full Page	\$ 2,000.00
	Las Vegas Weekly	1/30/2025, 2/6/2025	Full Page	\$ 6,000.00
Free To Be	Las Vegas Weekly	2/27/2025	Full Page	\$ 3,000.00
	Asian Journal	2/27/2025	Half Page	\$ 800.00

Library Lovers' Month 2025 Ad Campaigns

Below are the analytics to date from the annual Library Lovers' Month digital advertising campaign. The ads are scheduled to run through the end of the promotion on February 28 and direct people to enter the giveaway by visiting TheLibraryDistrict.org/Giveaway.

Ad Results for Current Fans of the Library District Campaign:

Total Budget: \$2,000

Total Amount Spent (as of February 20): \$1,356.71

Total Link Clicks: 2,814

Cost Per Click (CPC): \$.23

Total Impressions: 177,508

URL to Ad: <https://fb.me/1MLHVJpsSot62lm>

Ad Results for Nevada Residents Who Don't Currently Follow the Library District Campaign:

Total Budget: \$8,000

Total Amount Spent (as of February 20): \$5,420.23

Total Link Clicks: 9,148

Cost Per Click (CPC): \$.48

Total Impressions: 467,037

URL to Ad: <https://fb.me/1UcCwep2ortx6Kd>



Library Highlights eNewsletter – OrangeBoy

BAM continues to generate strong open rates on our twice-monthly Highlights eNewsletters, reaching more active cardholders and re-engaging with cardholders who have not visited the library or used our services for some time. Below are details from our January and February campaigns:

January 22: Circus Workshop + Meet Local Authors & Artists + VGK Bookmarks Are Here!

Topics: Free weekly circus workshops for kids and teens at East Las Vegas Library in partnership with Social CirKISH; 2025 Authors & Artists Fair at Clark County Library; Black Author Expo at Whitney Library; New Vegas Golden Knights Collectible Player Bookmark featuring Noah Hanifin; Upcoming events and programs selected by PVS & YS; and free legal education classes from Legal Aid Center of Southern Nevada.

- 148,547 unique opens with a 47.5% percent open rate
- 3,833 unique clicks generated
- 312,715 unique emails sent
- 393 unsubscribes

Following the January 22 eNewsletter, 12,135 cardholders used OverDrive within 7 days of opening the message; 3,683 circulated a physical item; and 2,230 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 1,520 Occasionals (users who have not used the library in 3-12 months), and 741 Inactives (users who have not used the library in more than 12 months), which included the re-engagement of 126 Bright Future users (Teen cardholders).

February 5: Library Lovers' Month + Celebrate Black History + Library License Plates!

Topics: Free weekly Circus Workshops for kids and teens at East Las Vegas Library in partnership with Social CirKISH; 2025 Authors & Artists Fair at Clark County Library; Black Author Expo at Whitney Library; New Vegas Golden Knights Collectible Player Bookmark featuring Noah Hanifin; Upcoming events and programs selected by PVS & YS; and free legal education classes from Legal Aid Center of Southern Nevada.

- 117,150 unique opens with a 37.2% percent open rate
- 2,864 unique clicks generated
- 314,570 unique emails sent
- 243 unsubscribes

Following the February 5 eNewsletter, 10,014 cardholders used OverDrive within 7 days of opening the message; 2,863 circulated a physical item; and 1,980 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 1,604 Occasionals (users who have not used the library in 3-12 months), and 525 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).

February 19: Black HistoryMakers + New VGK Kolesar Bookmark + Book & Film Clubs

Topics: The availability of the new online resource, Black HistoryMakers; the new Vegas Golden Knights Collectible Player Bookmark featuring Keegan Kolesar; Book & Film Clubs at the Library District; availability of the Library District's mobile app; plus upcoming events and programs selected by PVS & YS. Analytics for this eNewsletter are still being compiled and will be included in the April Board Report.

Branch Library Highlights eNewsletters

These are sent monthly through the OrangeBoy system to home branch zip codes in order to create a sense of community.

- Emails were sent out to all 25 branches' active cardholders residing in the respective service area zip codes on January 27.
- The **average open rate for our 25 branch eNewsletters was 34.7%**, with an **average Click Through Rate (CTR) of 2.5%**. This shows our cardholders are actively looking forward to hearing from their home library.
- **693** Occasionals were Reengaged.
- **189** Inactives were Reengaged.
- **2,463** physical items were checked out from the Library District's catalog.
- **3,471** items were checked out from Overdrive.
- **891** items were checked out from Hoopla.

Google AdWords Grant Update**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 (January 2025):

- Our Google Ads **CTR (Click Through Rate)** was **35.37%, which was an increase of +4% month-over-month, and the highest our account has seen since August 2024. This was down -8% year-over-year.** The Library District continues to be **one of Non-Profit Megaphone (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 performing as required.
- Our ads for the period generated **3,991 total clicks, which was up +15% from the previous month, but down -20% year-over-year.** Our Google Ads generated **11,284 impressions, up +10% from the previous month, and -14% year-over-year.** Our Google Grant ad campaign analytics can fluctuate depending on Google and other bids for our relevant keyword searches.
- The Library District's **total Google Grant spend for January was \$9,541.88**, which is the highest it's been since August 2024, which shows that we are making the most of Google's up to \$10,000 monthly grant allowance for Google Ads.
- In 2024, the Library District's account spent **\$106,179.33 in Google Grant money.** That's **88% of the total amount** from Google that could spend, which is fantastic to see!
- Our **top performing ad groups were "Library eResources" and "Library Near Me,"** meaning most of our website traffic came from people who were looking for exactly what the Library District offers.
- The ad group "Clark County Library" in our Find A Location Google Ads campaign improved the most in 2024, generating **6,531 more clicks** than it did in 2023 for **an increase of +38.32%.**
- Since the Library District began working with NPM, our Instant eCard campaign has generated **4,514 eCard applications from clicks through the Google Ads we've created,** and that number gets higher almost every day.

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 (NPM), an agency that specializes in executing the Google Grant, to optimize designated keywords that are selected from Library District and Foundation priorities and promoted through TheLibraryDistrict.org.
- When users search on Google using our designated keywords, the Google AdWords campaign entices them to click on Library District search results, increasing the

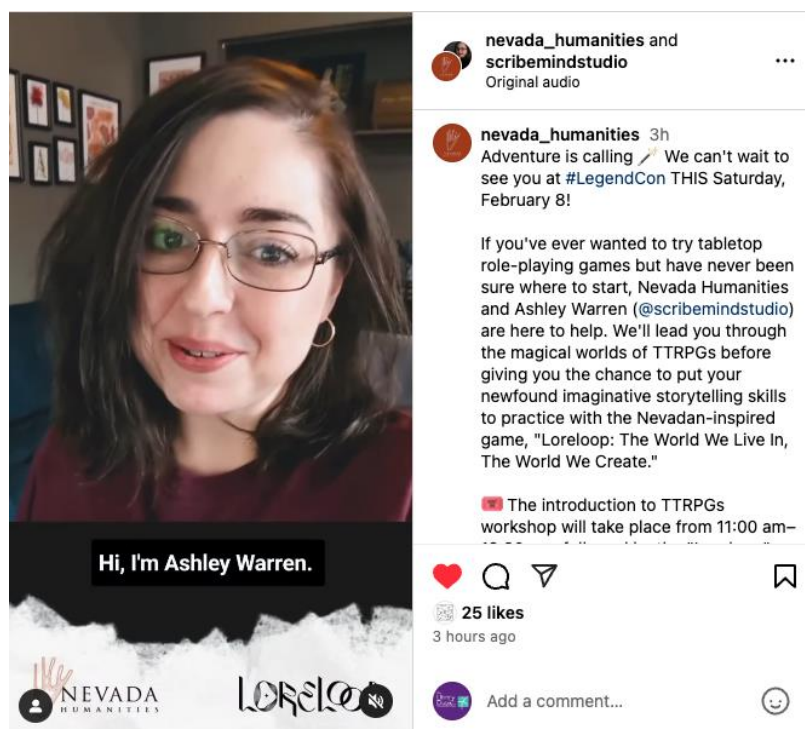
opportunity for discovery of our programs and services. For example, when someone Googles "Harry Potter," Google will produce the Library District's copies of the Harry Potter series in the ad search results.

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

Social Media Highlights









Councilwoman Nancy Brune, PhD
@Brune4Vegas

Join us for our new book club at @LVCCLD District Centennial Hills Library! 📖

To celebrate #BlackHistoryMonth, our first book is 📖 Storming Caesars Palace. This is an amazing true story that happened here in Las Vegas!

✉️ RSVP by emailing Ward6@lasvegasnevada.gov!



Michael Naft
@CommishNaft

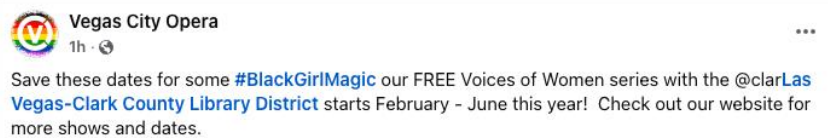


The #Laughlin Library held their second-annual Community Resource Fair today 📖 @LVCCLD, @LVMPDLAughlin, Nevada Veteran Services, @UNRExtension, and others participated. My team was there to share about the upcoming Laughlin Vaccine Clinic, in partnership with @animalfndlv 🐾



3:10 PM · Jan 29, 2025 · 200 Views





Top Social Media Posts January 2025**Facebook:**

Our top post shared photos to help promote the **new Whitney Library Independent Author Special Collection & Black Author Expo** to kick off Black History Month. This post generated **1,915 organic impressions, 207 user engagements**, including **4 comments** and **8 shares**, which increases the total reach of the post.

**X (Formerly Twitter):**

Our top-performing post on X was to share the Library District's free ticket giveaway from The Smith Center for attendees of the Prismatic Magic performances at Sunrise Library and Centennial Hills Library on January 7 & 9. The video featured Youth Services Specialist **Melissa Ramos**. This post generated **392 organic impressions, 36 user engagements, & 2 shares**.

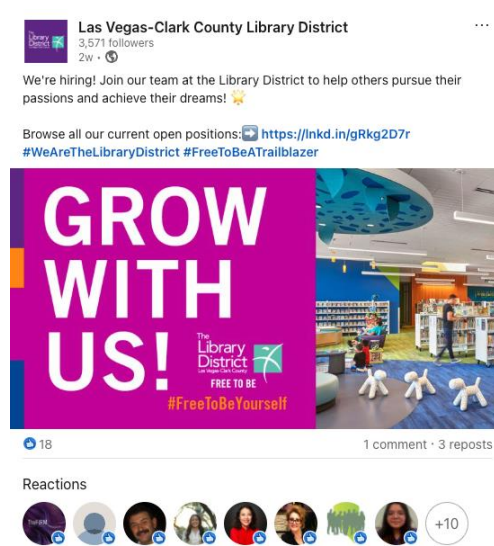


Instagram:

Our top-performing post was sharing a new #WeAreTheLibraryDistrict staff spotlight video featuring West Charleston Library Multimedia Supervisor Abe "TK" Ryusuke. This video generated **3,489 plays, 2,535 user accounts reached, 370 total Reels interactions, & 78 shares**. The user comments were very positive & people appreciated learning about the available resources at the branch. This type of content shows the power of developing and posting timely and engaging vertical format videos, rather than traditional static images. BAM continues to emphasize to staff the importance of sharing more vertical format videos, to help us promote their great programs across the Library District's social media channels! We have come a long way since the beginnings of this effort during the pandemic

**LinkedIn:**

Our top post on LinkedIn was to help promote the current open positions at the Library District. This post generated **1,646 organic impressions, 261 total user engagements, 1 comment and 5 shares**.



Web & Social Media Analytics: January 2025 + 30-Day Comparison + Year-Over-Year**Library District Facebook**

	Followers	Impressions	Post Engagements	Link Clicks
January 2025 Statistics	18,953	788,325	10,331	4,686
% Gain from December	+1%	+102%	+27%	+96%
% Gain from January 2024	+14%	+533%	+149%	+633%
% Gain from January 2023	+26%	+581%	+40%	+419%

Our **key analytics on Facebook were up month-over-month**, which can be attributed to BAM running a dedicated Facebook Advertising Campaign to help promote the Library District's annual Winter Reading Challenge.

- Facebook remains the largest social media platform and an important/effective communications tool for the Library District. However, generating more organic user engagement has been a challenge. Our posting consistency and Facebook Event listings are driving more online awareness, but sharing more branch-submitted content and vertical format videos has not significantly increased our organic posting analytics like we had hoped. To address this, BAM is planning to allocate additional advertising dollars to "boost" certain posts. This will help us to connect with more of our current followers while increasing our reach to new audiences.
- Each month, BAM continues to create Facebook Events for select CE/LO programs, which increase the awareness and attendance for these events.

Library District X (Formerly Twitter)

	Followers	User Engagements	Organic Impressions	Link Clicks
January 2025 Statistics	4,461	1,111	44,897	98
% Change from December	-.02%	-11%	+17%	+29%
% Change from January 2024	-.03%	-1%	-35%	-25%
% Change from January 2023	+4.8%	-13%	-48%	-41%

We **increased our Organic Impressions and Link Clicks** back to TheLibraryDistrict.org month-over-month, but **we were down in Total Followers and User Engagements**. **All our key analytics on X were also down year-over-year.**

This social media platform continues to be a challenge to grow more Followers and generate user engagement. However, there are still considerable users on this social media platform that watch for updates and interact with our account. This includes local government and community organizations, local and national media, and performers and presenters who appear at the Library District.

- In reviewing the user engagement that other libraries and local organizations receive on this social media platform, we have noticed that they are also down, even for accounts that have more followers than us.
- To spend our limited staff time and budget more effectively, BAM is working on a timeline and plan to transition from X over to the fast-growing Bluesky app. Many members of the local and national media, as well as local government, have already made this transition.
- Each month, BAM shares links to upcoming CE/LO priority events and 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
January 2025 Statistics	9,822	3,846	224,854	3,076	204
% Change from December	+2%	-29%	+8%	-31%	-48%
% Change from January 2024	+33%	+13%	+177%	+19%	-31%
% Change from January 2023	+63%	+38%	+154%	+34%	-40%

In January, we **increased our Total Followers and Impressions**, which, can be partially attributed to the dedicated Facebook Advertising campaign BAM ran to help promote Winter Reading Challenge, which also includes placement on Instagram which is owned by Meta/Facebook. We also saw **year-over-year gains in Total Followers, User Engagement, and Impressions on this social media platform.**

- BAM has continued to focus on **creating and posting more vertical format video** content to drive more user engagement, which is especially important on this social media platform. BAM is utilizing the IG Stories feature to promote the weekly priority events and programs happening across the Library District using the designed promotional graphics. Instagram is where we post our real-time social media coverage using IG Stories and share user-generated content that tags the Library District.
- BAM continues to offer ongoing social media training classes for branch staff, actively working with them to create more organic photos and short-form vertical videos. This content performs much better compared to digital versions of promotional flyers.

Library District LinkedIn

	Followers	Impressions	User Engagement	Post Shares	Link Clicks
January 2025 Statistics	3,534	15,210	1,588	3	1,095
% Change from December	+3%	-15%	-23%	-77%	-17%
% Change from January 2024	+38%	+151%	+216%	+200%	+295%
% Change from January 2023	+86%	+75%	+128%	-90%	+372%

We saw **month-over-month increases in Total Followers but were down in our other key LinkedIn analytics. We did see year-over-year increases** across all our key LinkedIn analytics.

- BAM continues to focus on **growing this platform, sharing consistent content**, including Library District **news and partnership updates, priority initiatives and programming**, plus the latest **job openings**.
- As LinkedIn is primarily used for employment and career networking, our monthly analytics on this platform will fluctuate based on the monthly content shared. 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
January 2025 Statistics	1,987	31,100	108 hrs	1 min 54 sec
% Change from December	+1%	+7%	-65%	+1%
% Change from January 2024	+17%	+80%	+63%	-3%
% Change from January 2023	+51%	+61%	+40%	-17%

We increased our Total Channel Subscribers, Total Impressions, and Average View Duration month-over-month, but were down in Total Channel Watch Time. The decrease in Total Channel Watch Time can be partially attributed to the increase in BAM-created short-form video content utilizing the YouTube Shorts feature.

Each month, BAM adds Library District promotional videos and YouTube Shorts such as the **#WeAreTheLibraryDistrict staff spotlight** videos. Uploading video content consistently is prioritized by YouTube's algorithm.

Mobile App Downloads

February 2025 Metrics	Downloads	Conversion Rate	Average Daily Users	Impressions
App Store (Apple)	831	61%	136	1940
% Change from January	-24%	+5%	+5.4%	-26%
Google Play (Android)	153	72.3%	--*	420
% Change from January	+47%	-1.5%	--*	-11%

*Unavailable in the Google Play Console due to site maintenance.

BAM continued to promote the new Library District mobile app on the website with priority placement on the homepage and audience browse pages.

App downloads slowed on Apple devices, however, the number of daily average users increased by 5%. On Android devices, we saw a nearly 50% increase in downloads from the previous month. To continue the app's growth, BAM is planning to bring back this ad campaign to promote downloads and app functionality. **To date, the app has been downloaded by 8,400 users on Apple devices and 2,820 users on Android devices.**

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

	Unique Users	Unique Homepage Views	Engaged Sessions	Engaged Sessions Per User	Average Engagement Time
January 2025	173,000	135,284	366,046	1.56	2 min 8sec
% Change from December	+26%	+18%	+19%	-4%	No change
% Change from January 2024	-1%	+1%	-11%	-9%	-1%
% Change from January 2023	N/A	N/A	N/A	N/A	N/A

With the print and digital advertising campaign that promoted the Library District's annual Winter Reading Challenge, we **increased our monthly Unique Users, Homepage Views, and Engaged Sessions** across TheLibraryDistrict.org from the previous month, but were down in Engaged Sessions Per Unique Users. This can be partly attributed to website visitors being directed to the Winter Reading Challenge landing page and finding what they are looking for faster.

Women's History Month: In March, BAM will publish a new blog to detail the Library District's free events, programs, online resources and curated staff picks in celebration of Women's History Month. We will also be running an advertising campaign to promote these offerings which will help drive more qualified traffic back to TheLibraryDistrict.org.

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

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Matt McNally, Community Engagement Director

DATE: February 28, 2025

SUBJECT: Community Engagement Activity Report, March 2025

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 **January 1, 2025 – January 31, 2025**.

POWERFUL PEOPLE

- Collaborated with Paul Smith of On the Edge Promotions and Suzi Engl of LV Craft Shows to provide library outreach at festivals and night markets in Las Vegas.
- Worked with Saveria Farino of Boys and Girls Club to secure a book donation for their 44th annual *Kids Day Out* event.
- Met with Charlie McKean from Breeze Collective to evaluate software platforms.
- Worked with Stephanie Ibasco and Roxann McCoy to teach a 4-week series on career readiness at the Dress for Success Center.
- Met with Ranger Mandy Royal of Sloan Canyon to explore collaborative programming while their Visitor Center is closed for renovation.
- Engaged with Latasha Thomas of Springs Preserve to participate in their annual Black History Month Festival.
- Hosted public art receptions for exhibits by Nick Giordano and Jessica Oreck.
- Hosted Windmill Library Adult Services Assistant C.C. Almodovar-Matsushita who expressed interest in job shadowing Gallery Services.
- Met with Yong Hong and Lee Lanier to consider upcoming exhibits involving animatronics.
- Met with Amy Morrow from Xtiva for Monday.com training
- Met with Carol Patton to discuss adding *The Adventures of Mo* to Summer Challenge activities.
- Invited Napoleon McCallum to speak at the Barbershop Books barber appreciation luncheon.
- Met with RTC Active Transportation Coordinator John Gronowski to discuss presenting alternate transportation workshops at libraries.
- Met with Matthew Malinowski of the Atomic Museum to discuss adding Atomic Museum passes to the libraries, museums, and parks offerings.
- Technician Specialist Nyla Walker was promoted to Regional Technician Lead.

POWERFUL PLACES

- Supported Whitney Library for *Winter Challenge Kick-Off with the Raiders*.
- Debuted STEAM fossils at Centennial Hills Library to support *Jurassic January*.
- Performed art conservation maintenance on Howard Hughes displays at Summerlin Library.
- Attended art receptions at Barrick Museum of Art, Couper Russ Studios, Left of Center, and NUWU Art Gallery.
- Hung updated Board of Trustees photos at all metropolitan branches.
- Met with Clark County Library staff to discuss a possible “signature sculpture” to be procured for the library branch.
- Replaced the Windmill Library Auditorium stage floor.
- Installed new curtains in the Whitney Library concert hall.
- Completed the installation of new AV touch control panels in the Windmill Library Service Center, Windmill Library, and Centennial Hills meeting spaces.
- Completed a rigging inspection of the Windmill Library Auditorium.
- Clark County Library hosted an annual *Authors and Artists Fair*.

POWERFUL PARTNERSHIPS

- Brought the *STEAM & Stories Mobile Storywalk* to Clark County’s *Día De Reyes* event at the Government Center.
- Signed up 200+ customers for library cards at Mater Academy Preschool literacy events.
- Brought library resources to the following events:
 - OLLI Senior Learning Resource Fair at UNLV
 - CCSD Family Academy at Desert Pines
 - Adult Programming Open House at the Neon Museum
- Attended Southern Nevada Arts Coalition’s *Evening of Arts Advocacy with Nevada Legislators* at Meow Wolf, and will host their arts summit in February at West Charleston Library.
- Set gallery stanchions around *Real Dinosaurs* displays at Centennial Hills Library.
- Hosted *Time Management Training* presented by the American Institute of Research (AIR). AIR provided library staff professional development training using WIOA grant funding.
- AARP hosted annual training for volunteer tax preparers at the Sahara West Library in preparation for the free *Tax Assistance* program which runs from February to mid-April.

POWERFUL PLATFORMS

- Attended meetings including: District Operations Committee, Senior Leadership Team, Adult Learning Program, Summer Challenge, Priority Events, DEIA committee, Policy Review committee, a CE new hire meeting, and one-on-one work plans.
- Updated Library District site/program information with Nevada 211.
- Participated in interviews for recruitment of the Chief Information Officer and Adult Learning Instructor.
- Adult Learning Program staff developed a new continuous class schedule. The new service model creates expedited access for customers to ALP services.
- Held an Adult Learning Program new hire orientation teambuilding luncheon.
- Revised a creative draft for the development of a new library partnership webpage.
- Attended a vendor demo from Breeze Creative to purchase Draw Alive for library branches.
- Continued development of a new Performing Arts Center License Agreement to implement the new Venue Use Policy and Venue Use Fees.

HIGHLIGHTED EVENTS

OLLI Resource Fair
Outreach – UNLV



Jurassic January
Outreach – Centennial Hills



Yoga Family Engagement
Outreach – CCSD FE Center



Winter Challenge Kick-Off with the Raiders
Whitney



Community Engagement Report
Page 4

*STEAM Afterschool Programming
Outreach – Safekey Vassiladis ES*



*Dia de Reyes
Outreach – Clark County Government Center*



*Nick Giordano: Layers of Perception
West Charleston*



*Evening of Arts Advocacy with Nevada Legislators
Meow Wolf*



Community Engagement Report
Page 5

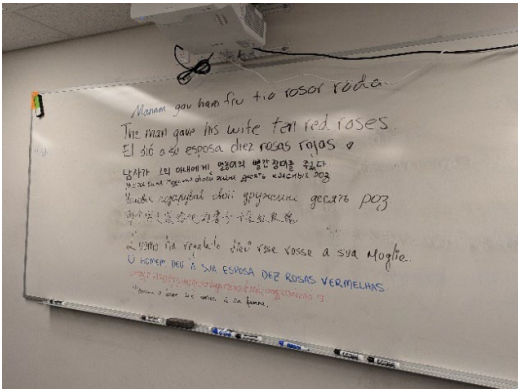
Jessica Oreck: Flatlays
Clark County



Anyone Can Paint
Clark County



Adult Learning Program Languages
Clark County



Adult Learning Program Professional Development
Clark County



New Curtains
Whitney



New Stage Floor
Windmill



Community Engagement Report
Page 6

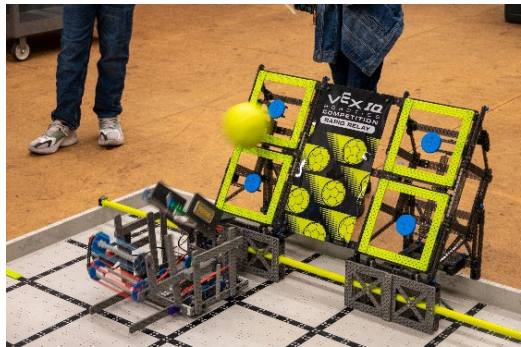
Paragon Ragtime Orchestra
Clark County



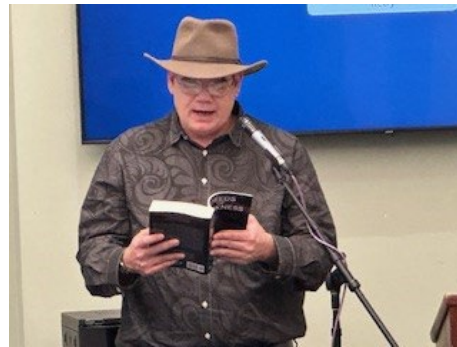
Mariachi
Clark County



Robotics Competition
Clark County



Author and Artist Fair
Clark County



A Public Fit Theatre Company
Clark County



Twin Flames
Whitney



Mental Magic
West Charleston



...

Las Vegas - Clark County Library District
Library Operations and Community Engagement
Monthly Statistics
January 2025

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	709	17	2,174	6	0	12	71	10	484	20	850	0	0	42	1,405
BUNKERVILLE	107	25	1,074	4	57	0	0	150	416	2	53	0	0	152	469
CENTENNIAL HILLS	30,792	2	29,451	631	2,385	15	225	57	2,860	39	835	24	526	135	4,446
CLARK COUNTY	12,010	7	30,316	643	5,062	35	3,163	448	741	39	1,310	32	1,543	554	6,757
EAST LAS VEGAS	8,560	12	21,110	510	3,815	43	1,878	45	553	37	340	11	924	136	3,695
ENTERPRISE	14,331	6	16,382	359	2,356	20	131	77	862	42	877	24	502	163	2,372
GOODSPRINGS	117	24	462	0	45	3	16	4	28	2	16	0	0	9	60
INDIAN SPRINGS	381	20	2,385	4	44	19	39	7	38	38	447	0	0	64	524
LAUGHLIN	3,541	14	4,302	78	747	16	151	9	117	7	157	0	0	32	425
MEADOWS	658	18	2,248	34	237	10	126	16	129	22	344	0	0	48	599
MESQUITE	6,508	13	10,638	133	1,284	56	630	45	369	14	161	13	154	128	1,314
MOAPA TOWN	214	22	873	2	43	2	12	5	48	13	52	0	0	20	112
MOAPA VALLEY	2,499	16	1,912	23	253	7	37	34	567	4	58	0	0	45	662
MOUNT CHARLESTON	158	23	1,510	1	16	5	22	2	35	8	369	0	0	15	426
RAINBOW	17,946	4	19,794	377	2,441	9	124	41	914	75	2,063	16	412	141	3,513
SAHARA WEST	31,612	1	29,935	532	2,820	12	250	49	1,413	4	72	32	603	97	2,338
SANDY VALLEY	422	19	950	7	44	8	11	4	8	3	12	0	0	15	31
SEARCHLIGHT	276	21	670	5	12	1	2	1	4	20	29	0	0	22	35
SPRING VALLEY	11,264	11	19,467	410	2,882	17	116	86	1,207	52	2,326	1	1	156	3,650
SUMMERLIN	17,782	5	20,194	295	1,178	21	420	25	952	16	948	14	1,542	76	3,862
SUNRISE	12,001	8	16,140	336	2,179	24	231	29	344	43	1,228	0	0	96	1,803
WEST CHARLESTON	11,539	10	20,667	304	2,591	30	286	46	556	48	882	14	706	138	2,430
WEST LAS VEGAS	3,296	15	16,697	250	3,377	14	298	43	426	46	1,247	15	1,367	118	3,338
WHITNEY	11,553	9	17,681	320	2,215	20	1,180	54	1,065	26	1,439	9	87	109	3,771
WINDMILL	26,719	3	24,793	650	3,109	9	484	38	1,494	22	676	25	1,094	94	3,748
WINDMILL SERVICE CENTER	753,786		0	2,423	57,778	307	5,170	54	1,514	12	1,183	0	0	373	7,867
2025 MONTHLY TOTAL	978,781		311,825	8,337	96,970	715	15,073	1,379	17,144	654	17,974	230	9,461	2,978	59,652
FY 24-25 YTD TOTAL	6,784,616		2,261,168	56,511	779,204	4,902	126,825	6,955	104,525	4,537	186,602	1,702	70,672	18,096	488,624

ANNUAL MONTHLY COMPARISON															
2024 MONTHLY TOTAL	950,495		306,153	14,902	92,549	1,119	12,444	1,033	16,028	772	17,692	243	8,852	3,167	55,016
% CHANGE	3%		2%	-44%	5%	-36%	21%	33%	7%	-15%	2%	-5%	7%	-6%	8%

ANNUAL YTD COMPARISON															
FY 23-24 YTD TOTAL	6,521,788		2,185,937	65,841	634,199	7,421	90,703	6,485	115,867	5,844	193,921	1,503	61,001	21,253	461,492
% CHANGE	4%		3%	-14%	23%	-34%	40%	7%	-10%	-22%	-4%	13%	16%	-15%	6%

ANNUAL MONTHLY COMPARISON															
2023 MONTHLY TOTAL	906,486		325,413	12,959	89,085	872	9,503	1,057	18,098	620	14,017	211	7,282	2,760	48,900
% CHANGE	8%		-4%	-36%	9%	-18%	59%	30%	-5%	5%	28%	9%	30%	8%	22%
2022 MONTHLY TOTAL	801,004		267,705	5,354	82,581									1,966	46,969
% CHANGE	22%		16%	56%	17%									51%	27%
2021 MONTHLY TOTAL	745,704		237,510	4,072	74,646									1,032	16,092
% CHANGE	31%		31%	105%	30%									189%	271%

ANNUAL YTD COMPARISON															
FY 22-23 YTD TOTAL	6,190,827		2,327,949	55,909	620,256	6,936	93,136	5,914	109,888	4,712	152,186	1,587	61,582	19,149	416,792
% CHANGE	10%		-3%	1%	26%	-29%	36%	18%	-5%	-4%	23%	7%	15%	-5%	17%
FY 21-22 YTD TOTAL	5,310,888		1,989,024	37,649	593,100									14,130	313,680
% CHANGE	28%		14%	50%	31%									28%	56%
FY 20-21 YTD TOTAL	5,101,617		1,800,630	32,932	575,128									7,380	127,336
% CHANGE	33%		26%	72%	35%									145%	284%



ITEM VI.A.2.c.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Development Department

DATE: February 28, 2025

SUBJECT: Development Report, March 2025

This memorandum summarizes the Development Department's significant activities and grants and fundraising initiatives compiled for March 2025.

Major Foundation Grants Outstanding at 2/28/2025

- City of Las Vegas \$400,000 for Homework Help/Tutoring Program
- Nevada Arts Council \$25,000 for Cultural/Arts Program
- Nevada Humanities \$7,500 for Cultural/Arts Program
- Best Buy \$50,000 for BBTTC Site Refresh
- MGM Foundation \$80,000 for Barbershop Books
- United Way of Southern Nevada \$75,000 for Civic Engagement Academy

Bookstore Sales – July 1, 2024 – February 28, 2025

- \$111,081.55

Major District Grants Outstanding at 1/31/2025

- Federal Appropriations:
 - \$16,400,000 for the Homework Help / Tutoring Program
 - \$5,500,000 for Rainbow Library Refresh
- Clark County Outside Agency Grant \$75,000 Media Box for West Las Vegas Library
- Clark County CDBG Grant \$44,000 for Chromebooks for Housing Authority residents seeking employment
- Clark County Digital Equity Grant \$753,430 for Mobile Career Readiness Program

Powerful Platforms/People/Partnerships/Places

February Meetings

- 2/7/2025 – Met with UWSN to discuss requirements for the Community Impact Grant.
- 2/13/2025 – Coordinated Las Vegas Clark County Library District Foundation quarterly meeting.
- 2/24/2025 – Met with District staff to discuss the budget for the MGM grant.
- Met with Clark County staff to receive updates on the Digital Equity Grant



Development

March 2025 Board Meeting



FOUNDATION Proposals Submitted	FOUNDATION Payments and Signed Awards Received	FOUNDATION Tentatively Approved (but not received)	FOUNDATION Not Awarded or Program Cancelled	FOUNDATION BOOK STORE SALES	FOUNDATION ONLINE DONATIONS
1/1/2024 through 2/24/2025	7/1/2024 through 2/24/2025	1/1/2024 through 2/24/2025	1/1/2024 through 2/24/2025	7/1/2024 through 2/28/2025	7/1/2024 through 2/24/2025
\$2,262,000	\$53,000	N/A	\$1,504,000	\$111,081.55	\$11,927.60

DISTRICT Proposal Submitted	DISTRICT Payments and Signed Awards Received	DISTRICT Tentatively Approved (but not received)	DISTRICT Not Awarded or Program Cancelled
1/1/2024 through 2/24/2025	7/1/2024 through 2/24/2025	1/1/2024 through 2/24/2025	1/1/2024 through 2/24/2025
\$30,555,609	\$2,148,156	\$2,103,430	\$9,525



Major Foundation Proposals Outstanding at 2/24/2025:

- City of Las Vegas \$400,000 for Homework Help / Tutoring Program
- Nevada Arts Council \$25,000 for Cultural / Arts Program
- Nevada Humanities \$7,500 for Cultural / Arts Program
- Bank of America \$15,000 for Cultural / Arts Program
- Best Buy \$50,000 Grant for Tech Center Refresh
- MGM Foundation \$80,000 for Barbershop Books
- United Way of Southern Nevada \$75,000 for Civic Engagement Academy



Major District Proposals Outstanding at 2/24/2025:

- Federal Appropriations:
 - \$16,400,000 for Homework Help / Tutoring Program.
 - \$5,500,000 for Rainbow Library Refresh.
 - Clark County Digital Equity Grant \$753,430 for Mobile Career Readiness Program.
 - Clark County Community Development Grant \$43,000 for Chromebooks for Housing Authority residents.
 - Clark County Outside Agency Grant \$75,000 for West las Vegas Library Media Box.



A Few of Our New and Continued Partnerships/Donors







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: February 28, 2025

SUBJECT: Information Technology Report, March 2025

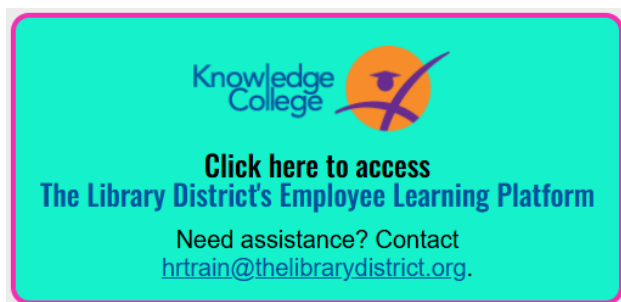
This memorandum reports on the Information Technology (IT) division's activities and project updates for the month of August and analytics compiled from the period of January 28 to February 28.

POWERFUL PEOPLE

- IT Staff have been discussing a bandwidth upgrade for some of the larger branches with our provider, Cox Communications. Although we have also been discussing a much grander upgrade that includes creating Direct Internet Access connections for the public at all branches, separating staff and public traffic, we will have to wait to purchase the equipment that will facilitate that endeavor. Utilizing our current equipment, we can, however, increase the bandwidth from 100 Mbps to 500 Mbps at three of the largest branches and one other branch that has had a history of slow connection complaints. Over the next few weeks, we will be upgrading the Clark County, East Las Vegas, and Whitney branches to a 200-500 Mbps connection, which goes back to the Windmill Service Center, where will be upgrading the internet connection from 1 Gbps to 2 Gbps. The cost of this will be minor and we believe the benefit to these branches will be greatly appreciated.
- I received an invitation from the New York Public Library to connect with one of their staff to share knowledge on some of our vendors and programs. I spoke with their Director of Digital Products Geraldine Osnato and shared our experiences with our website vendor Bibliocommons in different areas such as their interface with the Integrated Library System and the Website Content Management System. Ms. Osnato was very appreciative and I hope I was able to provide some valuable insight to help her make any decisions regarding their future affiliations with that vendor.



- I attended the Computer Center Department Head meeting this month where I was able to brief the attendees on current IT projects that are impacting Computer Center staff. These projects include:
 - The MyPC computer reservation system pilot at the Whitney branch
 - Updates to the Communico Broadcast application involving the coming use of Fire Sticks
 - Our progress with the Hotspot program
 - Our efforts to upgrade the bandwidth at some of the branches
 - Repair efforts for some of the Digital Memories Preservation Labs equipmentI was also able to participate in round table forum where each Department Head could talk about any technological challenges they have been experiencing, giving me a chance to take notes and respond with any answers to their questions.
- Network Systems and Cybersecurity Manager Gunnar Kim and I have been working on the District's E-Rate proposals for Category 2 equipment (router, switches, and other networking equipment), WAN, and Internet connections. We have received proposals from ten different companies, some of whom only bid on certain pieces of equipment. We expect to have made our selections and worked with our E-Rate consultant to finalize the Form 470 application in the next few weeks.
- I worked with Organizational Development Manager Keeley Turner and a technician from Cornerstone OnDemand to create a Single Sign On link for the District's Knowledge College service. This allows staff to access training videos without having to create or remember a different login and password, using the same credentials as their Windows login.



POWERFUL PLACES

- IT Department Staff worked with vendor Envisionware and subcontractor Lyngsoe Systems to replace the materials handling equipment and sorters at the Centennial Hills Distribution Center and the Mesquite Library Branch. The West Charleston and Whitney branches are next on the schedule and will be completed by the end of March. The former systems have been in place since the District migrated to RFID technology over fourteen years ago. The remaining locations represent the last of the equipment to be replaced using a ten-year life-cycle.

POWERFUL PARTNERSHIPS

- After evaluating all of the proposals for providing hotspot devices and service to the District under the E-Rate program, I have selected T-Mobile as the preferred provider. I let them know they were selected and we have met to have introductions to the people from T-Mobile we will be working with. The account executive is working on a contract and will sending that to us when it is complete. We are looking forward to working with T-Mobile on this project since one of the most notable features for their company is a brand new, completely re-designed customer portal application.



- I attended a monthly meeting hosted by the State of Nevada Office of Science, Innovation, and Technology to talk about the latest progress for the High Speed NV project. The objective of the High Speed Nevada (HSNV) Initiative is universal access to modern broadband infrastructure that provides all Nevadans at their home or business access to an affordable, reliable, and scalable high-speed internet connection and we are leveraging it to bring fiber connectivity to several of the Greater Clark County library branches that currently only have a microwave connection to the internet. The good news reported at this meeting was that the fiber connection to the Sandy Valley branch has been completed and the connection to the Windmill Service Center has started. The connection is still dark, but when it is turned up, we will be able to Sandy Valley at a much more respectable bandwidth. The entire project includes the Blue Diamond, Indian Springs, Goodsprings, Searchlight, Laughlin, and Mt. Charleston branches and is scheduled to be completed by June of 2026.



POWERFUL PLATFORMS

- The IT Systems team, in coordination with our vendor Envisionware, has completed work on upgrading the Branch Manager software for each of the Metro Area branches. The new version offers more stability and some new features that will be useful to the branches, as its main function is to detect catalog items that pass through the security gates and identify those items that may not have been checked out properly.
- The IT Department continues to work on the distribution of new Vocera communications badges. Vocera is the system that operates over the District's WIFI system and allows staff to communicate with each other and with security staff. Initial testing of the badges revealed that

clean connections over the default 2.4 GHz carrier band was being impacted by an excessive amount of wireless traffic in several locations. The new badges have the capability to operate on the 5.0 GHz carrier band as well and we are going through the process of re-programming them to utilize that feature. When this is complete, we will start distributing them to the branches.



- The project to upgrade and replace the District's telecommunications system and phones continues. IT Staff has implemented a SIP server allowing us to connect the current NEC PBX system and the Cisco gateway. This gives us the capability to test the 4-digit dialing system, voicemail, and the phone tree. We have also received two proposals from different companies for providing us the equipment and professional services to implement the new system and we are in the process of evaluating those.

Of the \$1,830,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY25 \$1,307,920 was expended on the items listed below:

- General Services Supplemental requests -- \$4,622
- End-of-life IT Equipment -- \$4,285
- STEAM Bus HotSpot -- \$5,976
- Sorter Replacements -- \$476,558
- 3D Printing Equipment -- \$10,677
- TechArt Labs MacBooks -- \$37,392
- 3D Print Zone Furniture -- \$18,170
- Computer Replacements -- \$123,090
- 3D Print Zone Equipment -- \$20,267
- RFID Gate Replacements -- \$40,348
- End-of-life IT Equipment -- \$16,750
- Computer Reservation System -- \$214,385
- Computer Replacements -- \$158,560
- Vocera Upgrade/Replacements -- \$134,478
- 3D Printer Laptops -- \$7,700
- Computer Monitor Replacements -- \$9,050
- Printer Replacements -- \$1654
- EV Built From Scratch iMacs -- \$11,470
- EN Creation Lab MacBooks -- \$3444
- Ergotron Mobile Carts -- \$9044



ITEM VI.A.2.e.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Rebecca Colbert, Collections and Bibliographic Services Director

DATE: February 28, 2025

SUBJECT: Collections and Bibliographic Services Report, March 2025

This report summarizes the activity of the Collections and Bibliographic Services Departments, including CBS, Electronic Resources, the Distribution Center and Interlibrary Loan for the period of February 1-28, 2025.

Collections and Bibliographic Services staff met with several vendors and partners in February:

- Alicia Snarr from Brodart visited on 2/6
- Kimberley Moore from Playaway visited on 2/7
- Lucille Windsor from OCLC visited on 2/11
- OCLC Cataloging Community Meeting 2/18
- Atomic Museum 2/12
- Springs Preserve 2/3

Attended the latest Employee Recognition Committee meeting on 2/11 and helped plan out the 2025 application process.

Met with Financial Services on 2/11 to plan the budget for FY26. The former Access Services department budgets were reassigned to Collections and Bibliographic Services and renamed Electronic Services. The budgets correspond to the Electronic Resources, Distribution Center and Interlibrary Loan activities.

Many supervisory staff attended the first session of LEAD training presented by the Beckley Group. Eight staff are signed up for the next three sessions that will continue through April.

Youth Services Collection Development Librarian Jen Jost joined Distribution Center Manager Raychel Lendis for a visit with Sahara West YPL librarians on 2/19 to discuss how to increase holdings and promote usability of the nonfiction and Early Reader collections. Jost also attended the Youth Diversity Program Committee on 2/12.

Completed Library Technology annual Library Automation Perceptions survey and reported high satisfaction with Sierra products.

Collaborated with Branding and Marketing for Interlibrary Loan promotional ideas and delivered Staff List Training with BAM on 2/18.

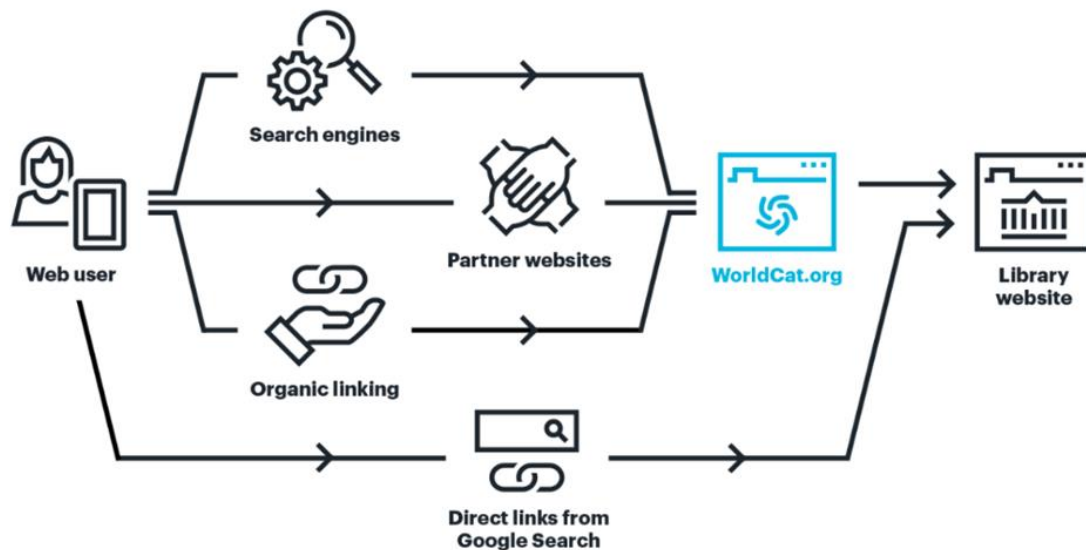
Catalogers Monica Song and Kevin Bowman attended OCLC Cataloging Community Meeting (2/12/2025) to discuss various topics including artificial intelligence (AI), linked data, and importance of diversity, equity and inclusion (DEI) in library metadata.

Attended Board Meeting on 2/13, Admin Team meetings, District Operating Committee meetings.

The Library District has partnered with OCLC to add the Web Visibility module to our WorldCat subscription which will help direct customers using the internet to local library branches for materials.

The secret to better visibility online

Your library's collections can be represented in WorldCat, visible on WorldCat.org, and shared by our visibility partners through a variety of [subscription choices](#). Information about your library's collections is then actively shared across the web through a wide variety of [strategic partnerships with search engines and other popular websites](#). The presence of library links on websites viewed daily by millions of people increases awareness of and engagement with your library and the global library community.



**Collection By the Numbers
January 2025**

The District's total circulation for January was 962,027 of which 49% was derived from the use of e-media (i.e. e-books, e-audiobooks, streaming video, and digital magazines). Physical library material circulation was 491,946 and e-media circulation was 470,081. A breakdown of the e-media circulation by format follows:

- E-Books – 180,765
- E-Audiobooks – 202,482
- Magazines – 34,610
- Music – 36,528
- Video – 15,696

Boulder City and North Las Vegas customers have access to the District's Overdrive e-media collection, and the North Las Vegas Library District's customers accounted for approximately 6.6% of our Overdrive circulation while the Boulder City Library District's customers accounted for approximately 1.5%. Henderson Libraries accounted for 1% of Overdrive checkouts with 3,628 checkouts while LVCCLD accounted for 788 checkouts of Henderson's Overdrive content. Instant Digital cards generated 4.8% of Overdrive circulation with 18,169 checkouts. 1429 new IDC users were created; 1429 were local residents and none were visitors.

CBS staff added 2,285 titles with 10,026 new items to the District's collection, while 4,797 items were withdrawn from the library catalog in January. Collection Development staff added 43,834 e-books and e-audiobooks to the collection in January.

The Library at the Boulevard Mall had 20 items circulate in January. The Sunrise Hospital Anytime Library also had 10 items checked out in January.

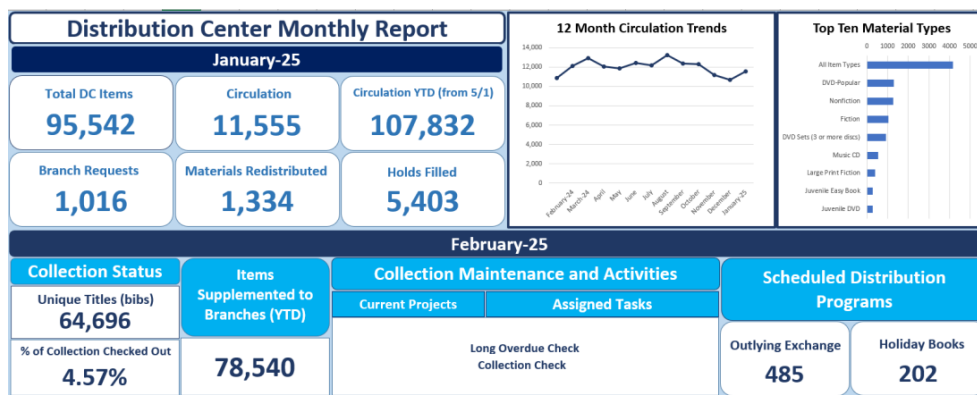
There were 3094 music titles with 49 languages including 1,989 English records and 230 Spanish albums downloaded from Hoopla in January 2025. We removed 385 Hoopla records from our database, updated 376 OCLC holding records. There were 2304 ISBN updates sent to EBSCO for Novelist Select Catalog Enhancement Program. There were 151 bib records loaded for BOU in January, and 92 bib records with 148 item records loaded for North Las Vegas.

Distribution Center February 2025**Statistics for January 2025**

The Distribution Center collection currently consists of 95,542 items and 64,696 unique titles. The DC circulated 11,555 items in January and 5,403 items from the collection went to fill customer holds requests. Branches requested 1016 items to add to their collections, and the DC redistributed an additional 1334 popular items to where they are more likely to circulate. The DC also exchanged more than 435 items to the Greater Clark County libraries, and distributed more than 220 Valentine's Day books in anticipation of the upcoming holiday.

Activities: January 17 to February 18

- 1/23 – Visited the Whitney Library to assess the YPL collection with new DH Austen Meeker, and librarian Lauren Harper, view the new Indie Author collection, and the newly remodeled branch
 - Conducted one session of *Collection Maintenance 1: Weeding 101 Workshop* for WH staff (6 attendees)
- 1/30- Edited and distributed staff newsletter, *Primary Source*, which encompasses, ER, CBS and DC content for staff
- 1/30 – Met with Collections and Bibliographic Services Director, Rebecca Colbert, to discuss Distribution Center being a new addition to the CBS Department
- 1/31 – Conducted one session of *Collection Maintenance 2: CollectionHQ and Decision Center training* to new WC AS librarian, Westley Martin
- 2/4 – Attended LEAD training at WMSC
- 2/5- Conducted one session of *Collection Maintenance 1: Weeding 101 Workshop* at the CH library for AS and YPL staff (15 attendees)
- 2/10 – 2/11 – Worked with Envisionware and Lynsgoe in the new sorter installation if the Distribution Center sort machine
- 2/11- Conducted one session of *Collection Maintenance 1: Weeding 101 Workshop* at the CC library for AS, CS and YPL staff (16 attendees)



**Electronic Resources Department
February 2025****Electronic Resources Management**

- On February 5th, Electronic Resources Manager Suzanne Fayle attended the webinar “Unpacking Digital Censorship in Schools & Libraries” hosted by library advocacy group Library Futures. The panel presented & discussed new censorship efforts impacting library digital collections throughout the country.
- All ER staff members are registered for LEAD Training sessions over the next four months. On February 6th, Electronic Resources Manager Suzanne Fayle & Electronic Resources Librarian Stephanie LeClaire-Vazquez attending LEAD Training provided by the Beckley Group.
- On February 6th, Electronic Resources Librarian Erin Collins attended the Computer Center Department Head meeting to discuss training opportunities coming up.
- On February 11th, Electronic Resources Manager Suzanne Fayle along with members of Collection & Bibliographic Services met with the vendor OCLC to review services including EZproxy authentication.
- On February 13th, the Electronic Resources Department met with Newsbank representative to go over usage & new features in the Newsbank interface. Newsbank provides library customers with access to local, national, international newspapers & is one of the most popular online resources in the digital collection.

Customer & Staff Assistance

The Electronic Resources Department assists customers with applying for ecards, using library resources & apps, as well as answers reference questions. In January 2025, the department answered 619 emails that came to the Ask account. The department answered 140 phone calls that came through the Ask phone line totaling 12 hours & 34 minutes.

Electronic Resource Training & Promotion

On January 28th & 29th, Electronic Resources Manager Suzanne Fayle facilitated training for the MEDLINE Ultimate database. The training saw 12 staff members in attendance.

On February 14th, Electronic Resources Librarian Erin Collins distributed flyers to all library branches to promote the online resource ABCmouse. ABCmouse is a premier learning platform for children age 2 to kindergarten that includes gamified learning activities & lessons in math, social studies, art, music, & more.

On February 20th, Electronic Resources Librarian Erin Collins conducted an in-person training eBooks 101. This training has proved popular & saw a total of 11 staff members in attendance. On February 20th, Electronic Resources Manager Suzanne Fayle facilitated training for the new online resource Workforge. 17 Library District staff members attended. Staff members from NV Workforce Connections were also in attendance.

During the month of January, 282 Niche Academy videos were watched by customers with the most popular tutorials being Rosetta Stone (34 views), EBSCO Hobbies & Crafts Source (28 views), & Reference Solutions (24 views).

During the month of January, Staff Niche Academy Electronic Resources training videos saw a total of 360 views. The most popular tutorials being the Science Project Resources Microlesson (112 views), Libby the Library App FAQ (66 views), & ASL Online Resources Microlesson (65 views).

Fresh Picks

In January, 8,860 *Fresh Picks* eNewsletters were sent to customers. The most popular eNewsletters were *The New York Times Fiction Bestseller* (56% opened) & *Top Ten* (55% opened) & *Mystery* (54% opened). November saw 48 new *Fresh Picks* subscribers. The Library District has 1,140 unique subscribers who have subscribed to a total of 7,258 monthly subscriptions.

Device Management Support

The Electronic Resources Department supports the circulation & maintenance of iPads throughout the district ranging from repairing iPads to replenishing supplies, & ensuring the iPad kiosks are in working order. In January 2025, the department responded to 24 iPad work orders & the total iPad circulation was 438.

The Electronic Resources Department coordinated the delivery of the ER Laptop Cart to 1 branch to support various branch programs.

The Electronic Resources Department prepared, registered, & deployed 1 branch iPad to the Centennial Hills Computer Center Department to support programming.

Monthly Electronic Resources Statistics

In January 2025, the total eMedia Circulation Usage was 470,081 & we had 271,884 retrieval usage for Online Resources.

Interlibrary Loan (ILL):

- During the month of January, there were 61 new ILL users.
- ILL received 425 LVCCLD customer requests to obtain materials from other libraries. ILL staff filled 88.2% of our customer's requests this month, and 89% of requests received were picked up by customers.
- LVCCLD received 639 requests to lend our items to other agencies this month. Additionally, this month's average turnaround time (time between when we receive a request, obtain the item, and prepare it to be shipped) was 2 days, 5 hours, and 31 minutes, 02:05:31.
- In **January**, there were 132 staff members who viewed information in Learn About Interlibrary Loan (ILL) section of Niche Academy.



ITEM VI.A.3.a.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Floresto Cabias, Chief Financial Officer

DATE: February 28, 2025

SUBJECT: Financial Services Report, March 2025

This memorandum summarizes the Financial Services Department's activities and project updates for the month of February 2025 and analytics compiled from the period of February 1 through February 28, 2025.

Powerful People

Administration

- Welcomed Accounting Technician I, **Stephanie Ames**
- Presented an update of the District's financial status to the Finance and Audit Committee
- Held Fiscal Year 2026 budget meetings with members of the Administrative Team
- Submitted the Fiscal Year 2026 tax rate to the State Department of Taxation, per NRS requirements
- Submitted the Quarterly Economic Survey to the State Department of Taxation, per NRS requirements
- **Floresto Cabias** attended the Las Vegas-Clark County Library District Foundation Board of Directors meeting to provide updates for the New Markets Tax Credit and Nevada New Markets Jobs Act programs
- **Floresto Cabias** and **John Vino** attended meetings with New Markets partners to prepare for additional potential State and Federal funding for the West Las Vegas Project
- **Lauren DiPentino** created and updated vendor and customer accounts for accounts payable and accounts receivable in the Microsoft Serenic Navigator system
- **Lauren DiPentino** prepared and followed up on Agreements for Services for performances scheduled for District-wide events
- **Lauren DiPentino** prepared weekly bank deposits
- **Financial Services Team** attended financial software demonstrations from Sylogist, Tyler Technologies, and SAP
- Prepared monthly Budget Status Reports
- Scanned documents and updated files

Accounting

- Coded and verified all transactions (\$5.8M for the reporting period)
- Performed cash flow analysis
- Performed all payroll related duties, including PERS reporting
- 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
- Prepared and mailed Programming and Venues Services and Financial Services invoices
- Processed refunds for cancelled Room Reservations
- Reviewed e-fines and customer inquiries regarding online payments
- Reconciled copier meter reading reports from branches/departments to invoices
- Managed/tracked all grant activity and prepared related reports
- Managed all investment activity
- Performed all accounting functions related to the West Las Vegas QALICB
- Administered the District's P-card accounts



MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Floresto Cabias, Chief Financial Officer

DATE: February 28, 2025

SUBJECT: Financial Services Report, March 2025

Enclosed are the budget status reports for February 2025. General fund revenues show 65% of budgeted revenues collected.

Property Tax Revenues

As of February 14, 2025, the District collected \$52.7M in property taxes. Property taxes are assessed on a fiscal year basis beginning on July 1.

Consolidated Sales Tax Revenues (CTX)

The CTX shows 37% collected so far this fiscal year. The State of Nevada distributes CTX collections two months after the month of collection.

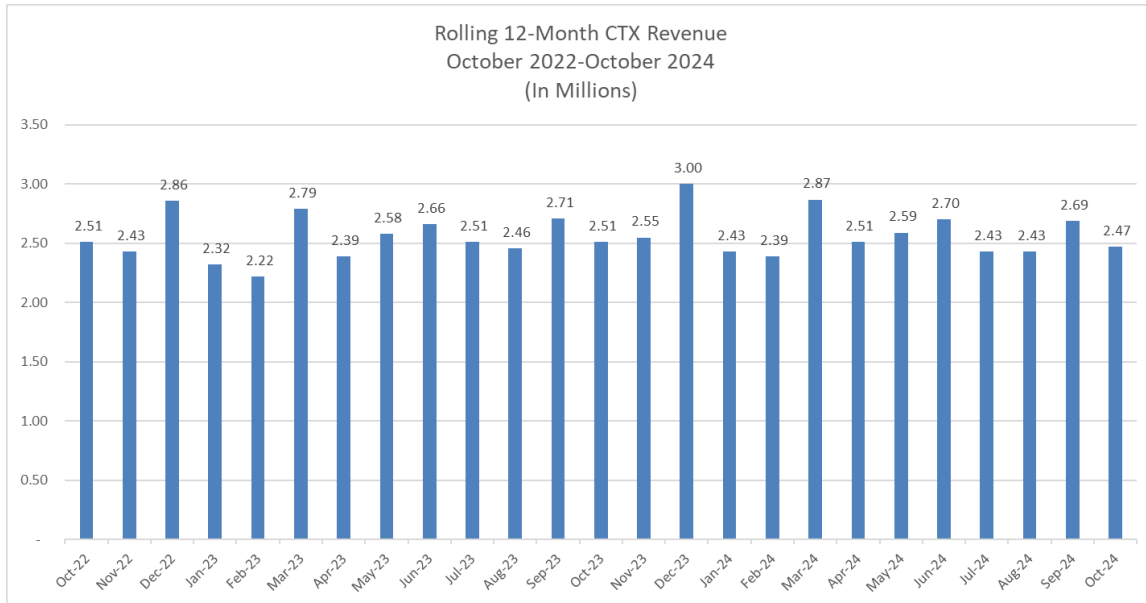
The most recent CTX received by the District on December 17, 2024, represents CTX from the month of October 2024, which staff already reported for the February 2025 Board of Trustees meeting. The \$2.5M collected is 1.7% lower than the amount collected for the same period last fiscal year.

The State of Nevada Department of Taxation recently upgraded software that affected its financial reporting and revenue distribution. As a result, the District received a reduced CTX distribution in January 2025 that is approximately 50% lower than the regular distribution expected for January 2025, which represents CTX collections from the month of November 2024. The Department of Taxation expects to distribute the remaining CTX due to the District in February 2025 and March 2025. Thus, the CTX table below only shows CTX comparisons through October. Once the Department of Taxation reconciles this information and distributes the remaining CTX, staff will provide updates.

Expenditures

The General Fund spent 53% of the allocated budget for FY 2025, which is consistent with prior years for this time period. See the summary of expenditures by department in the reports below.

Staff will be available to answer questions.



Consolidated Sales Tax FY 2024 vs. FY 2025			
	FY24	FY25	% Change Over FY24
July	2,512,443.86	2,430,629.05	-3.26%
August	2,458,283.10	2,426,377.11	-1.30%
September	2,706,582.49	2,688,962.34	-0.65%
October	2,507,912.36	2,466,492.72	-1.65%
November	2,554,982.14		
December	2,965,326.12		
January	2,430,171.83		
February	2,385,397.64		
March	2,868,464.77		
April	2,508,275.59		
May	2,586,872.90		
June	2,697,110.04		
TOTAL	31,181,822.84	10,012,461.22	

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

General Fund - 100
From 07/01/2024 Through 02/14/2025

	YTD Actual	Budget	Variance Amount	Variance Percent
Revenues				
Tax Revenue	\$ 52,710,096.29	\$ 68,639,254.00	\$ 15,929,157.71	23.21%
Intergovernmental Revenue	11,724,121.94	31,585,602.00	19,861,480.06	62.88%
Charges for Services	424,694.81	800,000.00	375,305.19	46.91%
Miscellaneous	1,734,838.01	1,750,000.00	15,161.99	0.87%
Total Revenues	\$ 66,593,751.05	\$ 102,774,856.00	\$ 36,181,104.95	35.20%
Expenditures				
Salaries	\$ 22,031,324.95	\$ 41,391,742.00	\$ 19,360,417.05	46.77%
Benefits	9,725,043.43	19,338,939.00	9,613,895.57	49.71%
Supplies & Services	10,181,255.98	21,095,160.00	10,913,904.02	51.74%
Capital Outlay	8,594,607.94	14,425,000.00	5,830,392.06	40.42%
Total Expenditures	\$ 50,532,232.30	\$ 96,250,841.00	\$ 45,718,608.70	47.50%
Excess of Revenues Over Expenditures	\$ 16,061,518.75	\$ 6,524,015.00		

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

General Fund - 100
From 07/01/2024 Through 2/14/2025

		YTD Actual	Budget	Variance Amount	Variance Percent
110	Administration - Executive	\$ 422,757.00	\$ 925,714.00	\$ 502,957.00	54.33%
120	Administration - Library Operations	1,812,955.73	2,261,851.00	448,895.27	19.85%
200	Financial Services	989,199.80	2,498,816.00	1,509,616.20	60.41%
215	Community Outreach	462,137.38	859,457.00	397,319.62	46.23%
216	Youth Services	382,947.03	693,949.00	311,001.97	44.82%
217	Adult Services	224,535.86	529,590.00	305,054.14	57.60%
220	Development	435,875.60	1,202,334.00	766,458.40	63.75%
240	General Services	6,627,892.33	13,072,918.00	6,445,025.67	49.30%
250	Human Resources	1,437,807.55	3,282,531.00	1,844,723.45	56.20%
251	HR-Work Insurance	770,671.44	1,507,000.00	736,328.56	48.86%
260	Information Technology	3,374,523.08	5,908,911.00	2,534,387.92	42.89%
270	Literacy Services	149,545.09	2,210,830.00	2,061,284.91	93.24%
280	Branding and Marketing	1,871,598.59	3,555,752.00	1,684,153.41	47.36%
290	Access Services	186,701.13	1,670,478.00	1,483,776.87	88.82%
310	Collection and Bibliographic Services	9,950,576.19	17,058,705.00	7,108,128.81	41.67%
320	Gallery Services	133,331.23	242,302.00	108,970.77	44.97%
330	Programming and Venues Services	2,150,660.75	3,824,342.00	1,673,681.25	43.76%
340	Community Engagement	363,561.87	817,095.00	453,533.13	55.51%
400	Library Operations	18,784,954.65	34,128,266.00	15,343,311.35	44.96%
Total		\$ 50,532,232.30	\$ 96,250,841.00	\$ 45,718,608.70	47.50%

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

General Fund - 100
Library Operations - Dept 400
From 07/01/2024 Through 02/14/2025

		YTD Actual	Budget	Variance Amount	Variance Percent
100	Blue Diamond Library	\$ 99,528.97	\$ 147,984.00	\$ 48,455.03	32.74%
110	Bunkerville Library	83,081.76	152,707.00	69,625.24	45.59%
120	Clark County Library	1,550,743.35	3,218,728.00	1,667,984.65	51.82%
130	Enterprise Library	978,255.32	1,809,598.00	831,342.68	45.94%
140	Goodsprings Library	69,348.05	112,540.00	43,191.95	38.38%
160	Indian Springs Library	104,209.68	176,567.00	72,357.32	40.98%
180	Laughlin Library	485,801.75	916,530.00	430,728.25	47.00%
190	Mesquite Library	765,419.01	1,441,452.00	676,032.99	46.90%
200	Moapa Town Library	82,231.35	137,995.00	55,763.65	40.41%
210	Moapa Valley Library	237,809.94	402,792.00	164,982.06	40.96%
220	Mount Charleston Library	81,274.08	137,615.00	56,340.92	40.94%
230	Rainbow Library	1,287,325.70	2,205,568.00	918,242.30	41.63%
240	Sahara West Library	1,778,828.41	3,009,614.00	1,230,785.59	40.90%
250	Sandy Valley Library	91,642.80	158,778.00	67,135.20	42.28%
260	Searchlight Library	80,817.28	136,488.00	55,670.72	40.79%
270	Spring Valley Library	1,202,120.03	2,087,699.00	885,578.97	42.42%
280	Summerlin Library	1,012,467.81	1,748,337.00	735,869.19	42.09%
290	Sunrise Library	1,041,036.76	1,858,716.00	817,679.24	43.99%
300	West Charleston Library	1,214,880.51	2,214,268.00	999,387.49	45.13%
310	West Las Vegas Library	1,081,364.57	2,285,488.00	1,204,123.43	52.69%
320	Whitney Library	1,028,729.14	2,034,859.00	1,006,129.86	49.44%
360	Meadows Library	99,658.33	176,901.00	77,242.67	43.66%
370	Centennial Hills Library	1,335,502.78	2,360,371.00	1,024,868.22	43.42%
380	Windmill Library	1,372,861.03	2,370,606.00	997,744.97	42.09%
390	East Las Vegas Library	1,340,808.58	2,337,371.00	996,562.42	42.64%
605	City Misdemeanant	44,868.25	52,982.00	8,113.75	15.31%
610	Clark County Detention Dept.	234,339.41	435,712.00	201,372.59	46.22%
Total		\$ 18,784,954.65	\$ 34,128,266.00	\$ 15,343,311.35	44.96%

Regular Board of Trustees Meeting- March 13, 2025 - Item VII. Library Reports

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

General Fund - 100
From 07/01/2024 Through 02/14/2025

		YTD Actual	Budget	Variance Amount	Variance Percent
51100	Salaries - Full Time	\$ 17,945,050.82	\$ 33,530,522.00	\$ 15,585,471.18	46.48%
51200	Salaries - Part Time	3,228,791.22	6,249,546.00	3,020,754.78	48.34%
51300	Overtime Pay	34,831.77	75,000.00	40,168.23	53.56%
51400	Call Back Pay	9,495.43	10,798.00	1,302.57	12.06%
51500	Standby Pay	39,975.42	64,809.00	24,833.58	38.32%
51600	Longevity Pay	152,447.39	251,566.00	99,118.61	39.40%
51700	Separation Pay	320,350.11	450,000.00	129,649.89	28.81%
51800	Leave Buyout	300,382.79	500,000.00	199,617.21	39.92%
55100	Employees Retirement	6,132,611.92	11,548,997.00	5,416,385.08	46.90%
55200	Group Insurance	2,980,318.88	6,298,568.00	3,318,249.12	52.68%
55300	Workers' Comp. Payments	103,527.25	272,000.00	168,472.75	61.94%
55400	Medicare Coverage Expense	502,016.94	937,874.00	435,857.06	46.47%
55500	Unemployment Insurance	6,568.44	160,000.00	153,431.56	95.89%
61100	Office Supplies	305,208.77	612,630.00	307,421.23	50.18%
61110	Operating Supplies	277,049.36	820,205.00	543,155.64	66.22%
61120	Software & User Licenses	394,656.08	595,532.00	200,875.92	33.73%
61130	Software Maintenance	1,484,549.75	2,042,700.00	558,150.25	27.32%
61200	Book Materials & Supplies	32,927.46	110,000.00	77,072.54	70.07%
61205	Interlibrary Loan	391.05	4,500.00	4,108.95	91.31%
61210	Small Equipment	108,904.37	417,750.00	308,845.63	73.93%
61400	Equipment Repair & Maint.	493,536.50	814,856.00	321,319.50	39.43%
61410	Contracted Services	3,279,735.50	7,350,000.00	4,070,264.50	55.38%
61420	Building Repair & Maint.	103,489.61	400,000.00	296,510.39	74.13%
61500	Rental Expenses	42,755.00	74,916.00	32,161.00	42.93%
61600	Telephone	415,863.68	690,000.00	274,136.32	39.73%
61700	Utilities	1,157,193.83	2,500,000.00	1,342,806.17	53.71%
61800	Insurance & Bonds	478,668.30	480,000.00	1,331.70	0.28%
61900	Professional Services	519,262.25	1,173,750.00	654,487.75	55.76%
61910	Legal Services	83,426.00	363,000.00	279,574.00	77.02%
62200	Collection Agencies	1,194.75	100,000.00	98,805.25	98.81%
62300	Board Compensation	2,480.00	10,000.00	7,520.00	75.20%
62500	Postage	176,494.87	365,000.00	188,505.13	51.65%
62510	Advertising	185,850.29	469,700.00	283,849.71	60.43%
62600	Community Events	4,106.03	67,250.00	63,143.97	93.89%
62610	Staff Day	959.38	30,000.00	29,040.62	96.80%
62620	Recruitment	22,292.71	39,900.00	17,607.29	44.13%
62700	Education & Training	78,672.92	244,500.00	165,827.08	67.82%
62800	Travel & Transportation	97,985.65	287,800.00	189,814.35	65.95%
62900	Printing & Reproduction	238,001.56	391,953.00	153,951.44	39.28%
63000	Dues & Subscriptions	26,281.40	59,450.00	33,168.60	55.79%
65000	Miscellaneous Expenses	49,869.11	170,800.00	120,930.89	70.80%
65100	Bank Charges	31,849.80	50,000.00	18,150.20	36.30%
67000	Rental Expenses to QALICBs	87,600.00	732,237.00	644,637.00	88.04%
81600	Capital Equipment - Major	7,522.60	7,732.00	209.40	2.71%
81700	Library Books	8,587,085.34	14,425,000.00	5,837,914.66	40.47%
Total		\$ 50,532,232.30	\$ 96,250,841.00	\$ 45,718,608.70	47.50%

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

Grant Fund - 220
From 07/01/2024 Through 02/14/2025

	YTD Actual	Budget	Variance Amount	Variance Percent
Revenues				
Intergovernmental Revenue	\$ 1,163,756.00	\$ 20,000,000.00	\$ 18,836,244.00	94.18%
Total Revenues	\$ 1,163,756.00	\$ 20,000,000.00	\$ 18,836,244.00	94.18%
Expenditures				
Salaries	\$ 562,891.45	\$ 1,300,000.00	\$ 737,108.55	56.70%
Benefits	216,834.98	700,000.00	483,165.02	69.02%
Supplies & Services	107,011.41	10,000,000.00	9,892,988.59	98.93%
Capital Outlay	150,796.25	8,000,000.00	7,849,203.75	98.12%
Total Expenditures	\$ 1,037,534.09	\$ 20,000,000.00	\$ 18,962,465.91	94.81%
Excess of Revenues Over Expenditures	\$ 126,221.91	\$ -		

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

Grant Fund - 220**From 07/01/2024 Through 02/14/2025**

		YTD Actual	Budget	Variance Amount	Variance Percent
51100	Salaries - Full Time	\$ 436,013.16	\$ 900,000.00	\$ 463,986.84	51.55%
51200	Salaries - Part Time	125,754.27	400,000.00	274,245.73	68.56%
51300	Overtime Pay	135.06	250.00	114.94	45.98%
51600	Longevity Pay	988.96	1,100.00	111.04	10.09%
55100	Employees Retirement	136,314.63	400,000.00	263,685.37	65.92%
55200	Group Insurance	64,830.45	220,000.00	155,169.55	70.53%
55400	Medicare Coverage Expense	15,689.90	80,000.00	64,310.10	80.39%
61100	Office Supplies	5,074.64	511,000.00	505,925.36	99.01%
61120	Software & User Licenses	32,563.22	1,056,000.00	1,023,436.78	96.92%
61210	Small Equipment	49,069.41	2,000,000.00	1,950,930.59	97.55%
61410	Contracted Services	-	2,018,900.00	2,018,900.00	100.00%
61900	Professional Services	1,000.00	1,150.00	150.00	13.04%
62700	Education & Training	11,485.00	1,011,000.00	999,515.00	98.86%
62800	Travel & Transportation	7,819.14	1,004,000.00	996,180.86	99.22%
63000	Dues & Subscriptions	-	500,000.00	500,000.00	100.00%
65000	Miscellaneous Expenses	-	1,880,000.00	1,880,000.00	100.00%
81600	Capital Equipment - Major	37,750.00	7,900,000.00	7,862,250.00	99.52%
81700	Library Books	113,046.25	116,600.00	3,553.75	3.05%
Total		\$ 1,037,534.09	\$ 20,000,000.00	\$ 18,962,465.91	94.81%

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

Gift Fund - 230
From 07/01/2024 Through 02/14/2025

	YTD Actual	Budget	Variance Amount	Variance Percent
Revenues				
Miscellaneous	\$ 302,819.82	\$ 10,000,000.00	\$ 9,697,180.18	96.97%
Total Revenues	\$ 302,819.82	\$ 10,000,000.00	\$ 9,697,180.18	96.97%
Expenditures				
Salaries	\$ 208,640.63	\$ 208,640.63	\$ -	0.00%
Benefits	94,800.64	94,800.64	-	0.00%
Supplies & Services	119,417.86	5,900,000.00	5,780,582.14	97.98%
Capital Outlay	1,422.50	3,796,558.73	3,795,136.23	99.96%
Total Expenditures	\$ 424,281.63	\$ 10,000,000.00	\$ 9,575,718.37	95.76%
Deficit of Revenues Under Expenditures	\$ (121,461.81)	\$ -		

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

Gift Fund - 230**From 07/01/2024 Through 02/14/2025**

		YTD Actual	Budget	Variance Amount	Variance Percent
51100	Salaries - Full Time	\$ 200,688.08	\$ 200,688.08	\$ -	0.00%
51200	Salaries - Part Time	7,952.55	7,952.55	-	0.00%
55100	Employees Retirement	64,813.63	64,813.63	-	0.00%
55200	Group Insurance	26,601.13	26,601.13	-	0.00%
55400	Medicare Coverage Expense	3,385.88	3,385.88	-	0.00%
61100	Office Supplies	-	5,000,000.00	5,000,000.00	100.00%
61110	Operating Supplies	63,088.11	100,000.00	36,911.89	36.91%
61210	Small Equipment	1,025.96	100,000.00	98,974.04	98.97%
61410	Contracted Services	27,375.00	100,000.00	72,625.00	72.63%
61900	Professional Services	9,872.00	200,000.00	190,128.00	95.06%
62510	Advertising	1,304.00	100,000.00	98,696.00	98.70%
62600	Community Events	14,894.44	100,000.00	85,105.56	85.11%
62800	Travel & Transportation	-	100,000.00	100,000.00	100.00%
65000	Miscellaneous Expenses	1,858.35	100,000.00	98,141.65	98.14%
81600	Capital Equipment - Major	-	3,696,558.73	3,696,558.73	100.00%
81700	Library Books	1,422.50	100,000.00	98,577.50	98.58%
Total		\$ 424,281.63	\$ 10,000,000.00	\$ 9,575,718.37	95.76%

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

Capital Projects Fund - 510
From 07/01/2024 Through 02/14/2025

	YTD Actual	Budget	Variance Amount	Variance Percent
Revenues				
Miscellaneous	\$ 1,212,679.59	\$ 1,200,000.00	\$ (12,679.59)	-1.06%
Total Revenues	\$ 1,212,679.59	\$ 1,200,000.00	\$ (12,679.59)	-1.06%
Expenditures				
Supplies & Services	\$ 1,851,880.66	\$ 4,109,500.00	\$ 2,257,619.34	54.94%
Capital Outlay	794,449.60	12,557,500.00	11,763,050.40	93.67%
Total Expenditures	\$ 2,646,330.26	\$ 16,667,000.00	\$ 14,020,669.74	84.12%
Deficit of Revenues Under Expenditures	\$ (1,433,650.67)	\$ (15,467,000.00)		

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

Capital Projects Fund - 510
From 07/01/2024 Through 02/14/2025

		YTD Actual	Budget	Variance Amount	Variance Percent
61110	Operating Supplies	\$ 4,743.50	\$ 1,500,000.00	\$ 1,495,256.50	99.68%
61210	Small Equipment	637,901.84	728,500.00	90,598.16	12.44%
61400	Equipment Repair & Maint.	7,299.00	18,000.00	10,701.00	59.45%
61410	Contracted Services	4,250.00	100,000.00	95,750.00	95.75%
61420	Building Repair & Maint.	912,345.93	1,171,000.00	258,654.07	22.09%
61500	Rental Expenses	3,340.00	5,000.00	1,660.00	33.20%
61700	Utilities	595.99	5,000.00	4,404.01	88.08%
61800	Insurance & Bonds	2,415.00	10,000.00	7,585.00	75.85%
61900	Professional Services	53,655.36	165,000.00	111,344.64	67.48%
61910	Legal Services	55,217.59	115,000.00	59,782.41	51.98%
65000	Miscellaneous Expenses	128,041.49	175,000.00	46,958.51	26.83%
65100	Bank Charges	40,479.96	41,000.00	520.04	1.27%
81300	Buildings	15,000.00	20,000.00	5,000.00	25.00%
81400	Construction in Progress	350.00	120,000.00	119,650.00	99.71%
81500	Capital Improvements	221,012.73	8,911,000.00	8,689,987.27	97.52%
81600	Capital Equipment - Major	74,750.63	2,957,500.00	2,882,749.37	97.47%
81700	Library Books	484,931.24	625,000.00	140,068.76	22.41%
Total		2,646,330.26	16,667,000.00	14,020,669.74	84.12%

Las Vegas-Clark County Library District
Encumbrance Budget
By Project

Project 2050 - Furniture Replacement
From 07/01/2024 through 02/14/2025

510 Capital Projects Fund				
YTD Actual		Budget	Variance Amount	Variance Percent
Expenditures				
61210	Small Equipment	\$ 19,455.20	\$ 100,000.00	\$ 80,544.80 81%
Total Expenditures		\$ 19,455.20	\$ 100,000.00	\$ 80,544.80 81%

**Las Vegas-Clark County Library District
Encumbrance Budget
By Project**

**Project 2200 - Financial Services
From 07/01/2024 through 02/14/2025**

**510
Capital Projects Fund**

		YTD Actual	Budget	Variance Amount	Variance Percent
Expenditures					
61210	Small Equipment	\$ 1,718.00	\$ 9,000.00	\$ 7,282.00	81%
61900	Professional Services	4,600.00	5,000.00	400.00	8%
65100	Bank Charges	40,479.96	41,000.00	520.04	1%
81600	Capital Equipment - Major	23,291.94	250,000.00	226,708.06	91%
Total Expenditures		\$ 70,089.90	\$ 305,000.00	\$ 234,910.10	77%

**Las Vegas-Clark County Library District
Encumbrance Budget
By Project**

**Project 4010 - IT - Tech Replacements & Upgrades
From 07/01/2024 through 02/14/2025**

		510 Capital Projects Fund			
		YTD Actual	Budget	Variance Amount	Variance Percent
Expenditures					
61110	Operating Supplies	\$ 1,918.86	\$ 90,000.00	\$ 88,081.14	98%
61210	Small Equipment	562,358.13	620,000.00	57,641.87	9%
61400	Equipment Repair & Maint.	7,299.00	40,000.00	32,701.00	82%
61410	Contracted Services	4,250.00	80,000.00	75,750.00	95%
81600	Capital Equipment - Major	40,348.00	1,000,000.00	959,652.00	96%
Total Expenditures		\$ 616,173.99	\$ 1,830,000.00	\$ 1,213,826.01	66%

Las Vegas-Clark County Library District
Encumbrance Budget
By Project

Project 5010 - Bldg Repair & Maintenance
From 07/01/2024 through 02/14/2025

		510 Capital Projects Fund			
		YTD Actual	Budget	Variance Amount	Variance Percent
Expenditures					
61110	Operating Supplies	\$ 1,310.25	\$ 2,350,000.00	\$ 2,348,689.75	100%
61210	Small Equipment	13,519.44	35,000.00	21,480.56	61%
61420	Building Repair & Maint.	344,736.44	750,000.00	405,263.56	54%
61900	Professional Services	11,836.40	40,000.00	28,163.60	70%
81600	Capital Equipment - Major	-	450,000.00	450,000.00	100%
Total Expenditures		\$ 371,402.53	\$ 3,625,000.00	\$ 3,253,597.47	90%

Las Vegas-Clark County Library District
Encumbrance Budget
By Project

Project 5015 - Capital Construction
From 07/01/2024 through 02/14/2025

510 Capital Projects Fund				
YTD Actual		Budget	Variance Amount	Variance Percent
\$	1,073,166.71	\$ 8,975,000.00	\$ 7,901,833.29	88%
\$	1,073,166.71	\$ 8,975,000.00	\$ 7,901,833.29	88%

Las Vegas-Clark County Library District
Encumbrance Budget
By Project

Project 5020 - CE Projects
From 07/01/2024 through 02/14/2025

510
Capital Projects Fund

		YTD Actual	Budget	Variance Amount	Variance Percent
Expenditures					
61210	Small Equipment	\$ -	\$ 15,000.00	\$ 15,000.00	100%
61410	Contracted Services	-	45,000.00	45,000.00	100%
81600	Capital Equipment - Major	-	997,000.00	997,000.00	100%
Total Expenditures		\$ -	\$ 1,057,000.00	\$ 1,057,000.00	100%

**Las Vegas-Clark County Library District
Encumbrance Budget
By Project**

**Project 7010 - Library Materials
From 07/01/2024 through 02/14/2025**

**510
Capital Projects Fund**

		YTD Actual	Budget	Variance Amount	Variance Percent
Expenditures					
81700	Library Books	\$ 484,931.24	\$ 625,000.00	\$ 140,068.76	22%
Total Expenditures		\$ 484,931.24	\$ 625,000.00	\$ 140,068.76	22%

Las Vegas-Clark County Library District
Encumbrance Budget
By Project

Project 9010 - Vehicle Purchase and Replacement
From 07/01/2024 through 02/14/2025

		510 Capital Projects Fund			
		YTD Actual	Budget	Variance Amount	Variance Percent
Expenditures					
81600	Capital Equipment - Major	\$ 11,110.69	\$ 150,000.00	\$ 138,889.31	93%
	Total Expenditures	\$ 11,110.69	\$ 150,000.00	\$ 138,889.31	93%

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

Debt Service Fund
From 07/01/2024 Through 02/14/2025

	YTD Actual	Budget	Variance Amount	Variance Percent
Revenues				
Miscellaneous	\$ -	\$ 10,000.00	\$ 10,000.00	100.00%
Total Revenues	\$ -	\$ 10,000.00	\$ 10,000.00	100.00%
Expenditures				
Supplies & Services	-	10,000.00	10,000.00	100.00%
Total Expenditures	\$ -	\$ 10,000.00	\$ 10,000.00	100.00%
Excess (Deficit) Revenues of Expenditures	\$ -	\$ -	\$ -	

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

Debt Service Fund - 610
From 07/01/2024 Through 02/14/2025

		YTD Actual	Budget	Variance Amount	Variance Percent
65100	Bank Charges	\$ -	\$ 10,000.00	\$ 10,000.00	100.00%
Total		\$ -	\$ 10,000.00	\$ 10,000.00	100.00%

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

General Fund - 100
Administration - Executive - 110
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 243,208.62	\$ 411,076.00	\$ 167,867.38
Total Salaries and Wages		\$ 243,208.62	\$ 411,076.00	\$ 167,867.38
Employee Benefits				
55100	Employees Retirement	\$ 68,049.56	\$ 137,711.00	\$ 69,661.44
55200	Group Insurance	16,781.53	45,216.00	28,434.47
55400	Medicare Coverage Expense	3,674.23	5,961.00	2,286.77
Total Employee Benefits		\$ 88,505.32	\$ 188,888.00	\$ 100,382.68
Services and Supplies				
61100	Office Supplies	\$ 273.07	\$ 3,500.00	\$ 3,226.93
61110	Operating Supplies	556.64	2,000.00	1,443.36
61120	Software & User Licenses	-	45,000.00	45,000.00
61210	Small Equipment	-	10,000.00	10,000.00
61900	Professional Services	8,724.95	75,000.00	66,275.05
61910	Legal Services	42,072.50	75,000.00	32,927.50
62300	Board Compensation	2,480.00	10,000.00	7,520.00
62600	Community Events	476.85	15,000.00	14,523.15
62700	Education & Training	2,696.00	5,000.00	2,304.00
62800	Travel & Transportation***	13,734.12	25,000.00	11,265.88
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	19,133.40	30,000.00	10,866.60
65000	Miscellaneous Expenses	895.53	30,000.00	29,104.47
Total Services and Supplies		\$ 91,043.06	\$ 325,750.00	\$ 234,706.94
Total Administration - Executive-110		\$ 422,757.00	\$ 925,714.00	\$ 502,957.00

***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 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 1,074,716.01	\$ 1,198,803.00	\$ 124,086.99
51200	Salaries - Part Time	92,035.40	103,000.00	10,964.60
51600	Longevity Pay	9,072.56	9,462.00	389.44
Total Salaries and Wages		\$ 1,175,823.97	\$ 1,311,265.00	\$ 135,441.03
Employee Benefits				
55100	Employees Retirement	\$ 391,458.98	\$ 439,274.00	\$ 47,815.02
55200	Group Insurance	136,943.74	160,000.00	23,056.26
55400	Medicare Coverage Expense	20,177.03	25,012.00	4,834.97
Total Employee Benefits		\$ 548,579.75	\$ 624,286.00	\$ 75,706.25
Services and Supplies				
61100	Office Supplies	\$ 170.27	\$ 1,000.00	\$ 829.73
61110	Operating Supplies	6,269.67	50,000.00	43,730.33
61120	Software & User Licenses	525.90	15,000.00	14,474.10
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	58,591.91	140,000.00	81,408.09
61400	Equipment Repair & Maint.	409.44	10,000.00	9,590.56
61410	Contracted Services	8,371.90	27,900.00	19,528.10
61500	Rental Expenses	12.00	2,500.00	2,488.00
62600	Community Events	-	10,000.00	10,000.00
62620	Recruitment	-	14,900.00	14,900.00
62700	Education & Training	8,393.56	18,500.00	10,106.44
62800	Travel & Transportation	5,807.36	30,000.00	24,192.64
63000	Dues & Subscriptions	-	1,500.00	1,500.00
Total Services and Supplies		\$ 88,552.01	\$ 326,300.00	\$ 237,747.99
Total Administration - Library Operations-120		\$ 1,812,955.73	\$ 2,261,851.00	\$ 448,895.27

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

General Fund - 100
Financial Services - 200
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 356,830.87	\$ 634,017.00	\$ 277,186.13
51200	Salaries - Part Time	15,665.20	27,366.00	11,700.80
51300	Overtime Pay	991.91	-	(991.91)
51600	Longevity Pay	1,249.99	2,000.00	750.01
Total Salaries and Wages		\$ 374,737.97	\$ 663,383.00	\$ 288,645.03
Employee Benefits				
55100	Employees Retirement	\$ 118,747.83	\$ 213,066.00	\$ 94,318.17
55200	Group Insurance	48,045.10	93,584.00	45,538.90
55400	Medicare Coverage Expense	6,461.11	11,316.00	4,854.89
Total Employee Benefits		\$ 173,254.04	\$ 317,966.00	\$ 144,711.96
Services and Supplies				
61110	Operating Supplies	\$ 3,151.70	\$ 6,000.00	\$ 2,848.30
61130	Software Maintenance	42,341.24	50,000.00	7,658.76
61400	Equipment Repair & Maint.	58,507.56	76,030.00	17,522.44
61410	Contracted Services	76,028.12	225,000.00	148,971.88
61900	Professional Services	89,435.65	100,000.00	10,564.35
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	1,194.75	100,000.00	98,805.25
62500	Postage	44,524.87	85,000.00	40,475.13
62510	Advertising	3,789.50	16,700.00	12,910.50
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	120.60	3,000.00	2,879.40
63000	Dues & Subscriptions	2,664.00	6,000.00	3,336.00
65000	Miscellaneous Expenses	-	60,000.00	60,000.00
65100	Bank Charges	31,849.80	50,000.00	18,150.20
67000	Rental Expenses to QALICBs	87,600.00	732,237.00	644,637.00
Total Services and Supplies		\$ 441,207.79	\$ 1,517,467.00	\$ 1,076,259.21
Total Financial Services-200		\$ 989,199.80	\$ 2,498,816.00	\$ 1,509,616.20

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

General Fund - 100
Community Outreach - 215
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 285,099.94	\$ 451,876.00	\$ 166,776.06
51200	Salaries - Part Time	9,361.04	80,470.00	71,108.96
51300	Overtime Pay	219.26	-	(219.26)
51600	Longevity Pay	1,877.61	2,933.00	1,055.39
Total Salaries and Wages		\$ 296,557.85	\$ 535,279.00	\$ 238,721.15
Employee Benefits				
55100	Employees Retirement	\$ 94,838.51	\$ 152,361.00	\$ 57,522.49
55200	Group Insurance	43,890.42	83,316.00	39,425.58
55400	Medicare Coverage Expense	4,831.89	12,751.00	7,919.11
Total Employee Benefits		\$ 143,560.82	\$ 248,428.00	\$ 104,867.18
Services and Supplies				
61110	Operating Supplies	\$ 12,068.44	\$ 24,500.00	\$ 12,431.56
61210	Small Equipment	1,666.38	12,500.00	10,833.62
61410	Contracted Services	600.00	2,000.00	1,400.00
62600	Community Events	1,265.57	5,000.00	3,734.43
62700	Education & Training	14.98	7,000.00	6,985.02
62800	Travel & Transportation	6,203.34	14,000.00	7,796.66
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	200.00	750.00	550.00
Total Services and Supplies		\$ 22,018.71	\$ 75,750.00	\$ 53,731.29
Total Community Outreach-215		\$ 462,137.38	\$ 859,457.00	\$ 397,319.62

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

General Fund - 100
Youth Services - 216
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 158,695.95	\$ 252,524.00	\$ 93,828.05
51300	Overtime Pay	39.18	-	(39.18)
51600	Longevity Pay	1,272.98	2,039.00	766.02
Total Salaries and Wages		\$ 160,008.11	\$ 254,563.00	\$ 94,554.89
Employee Benefits				
55100	Employees Retirement	\$ 54,306.26	\$ 85,279.00	\$ 30,972.74
55200	Group Insurance	14,652.80	26,026.00	11,373.20
55400	Medicare Coverage Expense	2,285.14	3,691.00	1,405.86
Total Employee Benefits		\$ 71,244.20	\$ 114,996.00	\$ 43,751.80
Services and Supplies				
61110	Operating Supplies	\$ 45,807.55	\$ 146,690.00	\$ 100,882.45
61120	Software & User Licenses	176.72	6,000.00	5,823.28
61210	Small Equipment	562.79	18,650.00	18,087.21
61410	Contracted Services	103,334.00	142,550.00	39,216.00
61500	Rental Expenses	500.00	1,500.00	1,000.00
62700	Education & Training	725.39	3,000.00	2,274.61
62800	Travel & Transportation	588.27	6,000.00	5,411.73
Total Services and Supplies		\$ 151,694.72	\$ 324,390.00	\$ 172,695.28
Total Youth Services-216		\$ 382,947.03	\$ 693,949.00	\$ 311,001.97

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

General Fund - 100
Adult Services - 217
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 108,122.39	\$ 181,446.00	\$ 73,323.61
51600	Longevity Pay	1,413.19	2,280.00	866.81
Total Salaries and Wages		\$ 109,535.58	\$ 183,726.00	\$ 74,190.42
Employee Benefits				
55100	Employees Retirement	\$ 37,491.60	\$ 61,548.00	\$ 24,056.40
55200	Group Insurance	14,319.15	25,252.00	10,932.85
55400	Medicare Coverage Expense	1,614.55	2,664.00	1,049.45
Total Employee Benefits		\$ 53,425.30	\$ 89,464.00	\$ 36,038.70
Services and Supplies				
61110	Operating Supplies	\$ 14,358.55	\$ 48,950.00	\$ 34,591.45
61120	Software & User Licenses	306.81	2,500.00	2,193.19
61210	Small Equipment	2,284.22	17,750.00	15,465.78
61410	Contracted Services	42,330.00	179,700.00	137,370.00
61500	Rental Expenses	-	1,500.00	1,500.00
62700	Education & Training	289.61	2,000.00	1,710.39
62800	Travel & Transportation	2,005.79	4,000.00	1,994.21
Total Services and Supplies		\$ 61,574.98	\$ 256,400.00	\$ 194,825.02
Total Adult Services-217		\$ 224,535.86	\$ 529,590.00	\$ 305,054.14

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

General Fund - 100
Literacy Services - 270
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 84,857.18	\$ 1,269,000.00	\$ 1,184,142.82
51200	Salaries - Part Time	6,698.16	140,000.00	133,301.84
51300	Overtime Pay	2.16	-	(2.16)
51600	Longevity Pay	-	1,553.00	1,553.00
51800	Leave Buyout	1,614.52	1,616.00	1.48
Total Salaries and Wages		\$ 93,172.02	\$ 1,412,169.00	\$ 1,318,996.98
Employee Benefits				
55100	Employees Retirement	\$ 34,994.82	\$ 435,454.00	\$ 400,459.18
55200	Group Insurance	9,836.76	252,029.00	242,192.24
55400	Medicare Coverage Expense	2,129.51	33,003.00	30,873.49
Total Employee Benefits		\$ 46,961.09	\$ 720,486.00	\$ 673,524.91
Services and Supplies				
61100	Office Supplies	\$ 641.88	\$ 4,000.00	\$ 3,358.12
61110	Operating Supplies	-	12,000.00	12,000.00
61410	Contracted Services	1,247.50	34,443.00	33,195.50
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	-	15,000.00	15,000.00
Total Services and Supplies		\$ 1,889.38	\$ 70,443.00	\$ 68,553.62
Capital Outlay				
81600	Capital Equipment - Major	\$ 7,522.60	\$ 7,732.00	\$ 209.40
Total Capital Outlay		\$ 7,522.60	\$ 7,732.00	\$ 209.40
Total Literacy Services-270		\$ 149,545.09	\$ 2,210,830.00	\$ 2,061,284.91

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

General Fund - 100
Development - 220
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 117,042.52	\$ 446,079.00	\$ 329,036.48
51600	Longevity Pay	1,686.75	2,749.00	1,062.25
Total Salaries and Wages		\$ 118,729.27	\$ 448,828.00	\$ 330,098.73
Employee Benefits				
55100	Employees Retirement	\$ 39,119.17	\$ 150,357.00	\$ 111,237.83
55200	Group Insurance	21,051.06	78,141.00	57,089.94
55400	Medicare Coverage Expense	1,711.96	6,508.00	4,796.04
Total Employee Benefits		\$ 61,882.19	\$ 235,006.00	\$ 173,123.81
Services and Supplies				
61100	Office Supplies	\$ -	\$ 5,000.00	\$ 5,000.00
61110	Operating Supplies	153.96	3,750.00	3,596.04
61410	Contracted Services	-	14,000.00	14,000.00
61900	Professional Services	253,625.32	399,750.00	146,124.68
62510	Advertising	-	25,000.00	25,000.00
62600	Community Events	813.61	25,000.00	24,186.39
62800	Travel & Transportation	331.25	25,000.00	24,668.75
63000	Dues & Subscriptions	340.00	11,000.00	10,660.00
65000	Miscellaneous Expenses	-	10,000.00	10,000.00
Total Services and Supplies		\$ 255,264.14	\$ 518,500.00	\$ 263,235.86
Total Development-220		\$ 435,875.60	\$ 1,202,334.00	\$ 766,458.40

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

General Fund - 100
General Services - 240
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 1,231,030.76	\$ 2,098,805.00	\$ 867,774.24
51200	Salaries - Part Time	42,011.65	104,670.00	62,658.35
51300	Overtime Pay	10,964.59	25,000.00	14,035.41
51400	Call Back Pay	9,495.43	10,798.00	1,302.57
51500	Standby Pay	39,975.42	64,809.00	24,833.58
51600	Longevity Pay	4,141.44	6,671.00	2,529.56
Total Salaries and Wages		\$ 1,337,619.29	\$ 2,310,753.00	\$ 973,133.71
Employee Benefits				
55100	Employees Retirement	\$ 428,187.91	\$ 737,363.00	\$ 309,175.09
55200	Group Insurance	261,302.53	487,184.00	225,881.47
55400	Medicare Coverage Expense	22,097.32	39,923.00	17,825.68
Total Employee Benefits		\$ 711,587.76	\$ 1,264,470.00	\$ 552,882.24
Services and Supplies				
61100	Office Supplies	\$ 5,706.87	\$ 15,000.00	\$ 9,293.13
61110	Operating Supplies	145,088.90	380,000.00	234,911.10
61130	Software Maintenance	36,029.12	79,700.00	43,670.88
61210	Small Equipment	11,622.93	40,000.00	28,377.07
61400	Equipment Repair & Maint.	28,692.56	65,000.00	36,307.44
61410	Contracted Services	2,550,232.38	5,463,495.00	2,913,262.62
61420	Building Repair & Maint.	103,489.61	400,000.00	296,510.39
61500	Rental Expenses	11,710.84	20,000.00	8,289.16
61700	Utilities	1,157,193.83	2,455,000.00	1,297,806.17
61800	Insurance & Bonds	478,668.30	480,000.00	1,331.70
61900	Professional Services	-	15,000.00	15,000.00
61910	Legal Services	3,200.00	10,000.00	6,800.00
62510	Advertising	-	8,000.00	8,000.00
62700	Education & Training	50.00	5,000.00	4,950.00
62800	Travel & Transportation	-	1,000.00	1,000.00
62900	Printing & Reproduction	-	200.00	200.00
63000	Dues & Subscriptions	1,299.00	1,300.00	1.00
65000	Miscellaneous Expenses	45,700.94	59,000.00	13,299.06
Total Services and Supplies		\$ 4,578,685.28	\$ 9,497,695.00	\$ 4,919,009.72
Total General Services-240		\$ 6,627,892.33	\$ 13,072,918.00	\$ 6,445,025.67

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

General Fund - 100
Human Resources - 250
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 597,859.57	\$ 1,198,391.00	\$ 600,531.43
51300	Overtime Pay	84.43	-	(84.43)
Total Salaries and Wages		\$ 597,944.00	\$ 1,198,391.00	\$ 600,447.00
Employee Benefits				
55100	Employees Retirement	\$ 196,184.02	\$ 401,461.00	\$ 205,276.98
55200	Group Insurance	89,763.52	220,595.00	130,831.48
55400	Medicare Coverage Expense	8,677.60	17,377.00	8,699.40
55500	Unemployment Insurance	6,568.44	80,000.00	73,431.56
Total Employee Benefits		\$ 301,193.58	\$ 719,433.00	\$ 418,239.42
Services and Supplies				
61110	Operating Supplies	\$ 6,027.06	\$ 15,015.00	\$ 8,987.94
61130	Software Maintenance	239,455.02	240,000.00	544.98
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	98,440.54	102,192.00	3,751.46
61900	Professional Services	40,267.00	430,000.00	389,733.00
61910	Legal Services	33,655.00	265,000.00	231,345.00
62600	Community Events	-	2,250.00	2,250.00
62610	Staff Day	959.38	30,000.00	29,040.62
62620	Recruitment	22,292.71	25,000.00	2,707.29
62700	Education & Training	59,970.38	150,000.00	90,029.62
62800	Travel & Transportation	34,385.34	50,000.00	15,614.66
63000	Dues & Subscriptions	-	5,000.00	5,000.00
65000	Miscellaneous Expenses	3,217.54	50,000.00	46,782.46
Total Services and Supplies		\$ 538,669.97	\$ 1,364,707.00	\$ 826,037.03
Total Human Resources-250		\$ 1,437,807.55	\$ 3,282,531.00	\$ 1,844,723.45

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

General Fund - 100
HR-Work Insurance - 251
From 07/01/2024 through 02/14/2025

	YTD Actual	Budget	Variance Amount
Salaries and Wages			
51700 Separation Pay	\$ 320,350.11	\$ 450,000.00	\$ 129,649.89
51800 Leave Buyout	298,768.27	500,000.00	201,231.73
Total Salaries and Wages	\$ 619,118.38	\$ 950,000.00	\$ 330,881.62
Employee Benefits			
55200 Group Insurance	\$ 48,025.81	\$ 205,000.00	\$ 156,974.19
55300 Workers' Comp. Payments	103,527.25	272,000.00	168,472.75
55500 Unemployment Insurance	-	80,000.00	80,000.00
Total Employee Benefits	\$ 151,553.06	\$ 557,000.00	\$ 405,446.94
Total HR-Work Insurance-251	\$ 770,671.44	\$ 1,507,000.00	\$ 736,328.56

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

General Fund - 100
Information Technology - 260
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 981,770.14	\$ 1,904,766.00	\$ 922,995.86
51300	Overtime Pay	11,196.83	25,000.00	13,803.17
51600	Longevity Pay	4,336.89	10,945.00	6,608.11
Total Salaries and Wages		\$ 997,303.86	\$ 1,940,711.00	\$ 943,407.14
Employee Benefits				
55100	Employees Retirement	\$ 330,682.38	\$ 641,763.00	\$ 311,080.62
55200	Group Insurance	138,900.08	287,359.00	148,458.92
55400	Medicare Coverage Expense	14,565.01	27,778.00	13,212.99
Total Employee Benefits		\$ 484,147.47	\$ 956,900.00	\$ 472,752.53
Services and Supplies				
61110	Operating Supplies	\$ 12,704.08	\$ 35,000.00	\$ 22,295.92
61120	Software & User Licenses	5,334.74	30,000.00	24,665.26
61130	Software Maintenance	1,036,404.58	1,490,000.00	453,595.42
61210	Small Equipment	10,000.26	35,000.00	24,999.74
61400	Equipment Repair & Maint.	400,351.90	640,000.00	239,648.10
61410	Contracted Services	8,709.15	65,000.00	56,290.85
61600	Telephone	415,863.68	690,000.00	274,136.32
62700	Education & Training	3,450.00	25,000.00	21,550.00
62800	Travel & Transportation	223.26	1,000.00	776.74
65000	Miscellaneous Expenses	30.10	300.00	269.90
Total Services and Supplies		\$ 1,893,071.75	\$ 3,011,300.00	\$ 1,118,228.25
Total Information Technology-260		\$ 3,374,523.08	\$ 5,908,911.00	\$ 2,534,387.92

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

General Fund - 100
Literacy Services - 270
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 84,857.18	\$ 1,269,000.00	\$ 1,184,142.82
51200	Salaries - Part Time	6,698.16	140,000.00	133,301.84
51300	Overtime Pay	2.16	-	(2.16)
51600	Longevity Pay	-	1,553.00	1,553.00
51800	Leave Buyout	1,614.52	1,616.00	1.48
Total Salaries and Wages		\$ 93,172.02	\$ 1,412,169.00	\$ 1,318,996.98
Employee Benefits				
55100	Employees Retirement	\$ 34,994.82	\$ 435,454.00	\$ 400,459.18
55200	Group Insurance	9,836.76	252,029.00	242,192.24
55400	Medicare Coverage Expense	2,129.51	33,003.00	30,873.49
Total Employee Benefits		\$ 46,961.09	\$ 720,486.00	\$ 673,524.91
Services and Supplies				
61100	Office Supplies	\$ 641.88	\$ 4,000.00	\$ 3,358.12
61110	Operating Supplies	-	12,000.00	12,000.00
61410	Contracted Services	1,247.50	34,443.00	33,195.50
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	-	15,000.00	15,000.00
Total Services and Supplies		\$ 1,889.38	\$ 70,443.00	\$ 68,553.62
Capital Outlay				
81600	Capital Equipment - Major	\$ 7,522.60	\$ 7,732.00	\$ 209.40
Total Capital Outlay		\$ 7,522.60	\$ 7,732.00	\$ 209.40
Total Literacy Services-270		\$ 149,545.09	\$ 2,210,830.00	\$ 2,061,284.91

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

General Fund - 100
Branding and Marketing - 280
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 605,173.30	\$ 1,046,705.00	\$ 441,531.70
51300	Overtime Pay	1,267.80	-	(1,267.80)
51600	Longevity Pay	1,191.68	1,900.00	708.32
Total Salaries and Wages		\$ 607,632.78	\$ 1,048,605.00	\$ 440,972.22
Employee Benefits				
55100	Employees Retirement	\$ 202,218.06	\$ 351,283.00	\$ 149,064.94
55200	Group Insurance	73,752.48	141,628.00	67,875.52
55400	Medicare Coverage Expense	8,758.87	15,205.00	6,446.13
Total Employee Benefits		\$ 284,729.41	\$ 508,116.00	\$ 223,386.59
Services and Supplies				
61110	Operating Supplies	\$ 2,925.93	\$ 26,800.00	\$ 23,874.07
61120	Software & User Licenses	349,957.69	364,052.00	14,094.31
61210	Small Equipment	2,417.01	10,000.00	7,582.99
61400	Equipment Repair & Maint.	2,858.70	15,576.00	12,717.30
61410	Contracted Services	63,473.75	470,700.00	407,226.25
61500	Rental Expenses	-	700.00	700.00
61910	Legal Services	4,172.50	10,000.00	5,827.50
62500	Postage	131,970.00	280,000.00	148,030.00
62510	Advertising	182,060.79	420,000.00	237,939.21
62600	Community Events	1,500.00	5,000.00	3,500.00
62800	Travel & Transportation	346.39	18,000.00	17,653.61
62900	Printing & Reproduction	237,528.64	376,703.00	139,174.36
65000	Miscellaneous Expenses	25.00	1,500.00	1,475.00
Total Services and Supplies		\$ 979,236.40	\$ 1,999,031.00	\$ 1,019,794.60
Total Branding and Marketing-280		\$ 1,871,598.59	\$ 3,555,752.00	\$ 1,684,153.41

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

General Fund - 100
Access Services - 290
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 33,617.87	\$ 805,527.00	\$ 771,909.13
51200	Salaries - Part Time	-	143,359.00	143,359.00
51300	Overtime Pay	-	5,000.00	5,000.00
51600	Longevity Pay	3,286.85	11,359.00	8,072.15
Total Salaries and Wages		\$ 36,904.72	\$ 965,245.00	\$ 928,340.28
Employee Benefits				
55100	Employees Retirement	\$ 11,890.99	\$ 302,984.00	\$ 291,093.01
55200	Group Insurance	3,805.89	115,665.00	111,859.11
55400	Medicare Coverage Expense	478.66	17,384.00	16,905.34
Total Employee Benefits		\$ 16,175.54	\$ 436,033.00	\$ 419,857.46
Services and Supplies				
61100	Office Supplies	\$ 624.65	\$ 2,500.00	\$ 1,875.35
61110	Operating Supplies	1,677.10	12,000.00	10,322.90
61120	Software & User Licenses	-	40,000.00	40,000.00
61130	Software Maintenance	130,319.79	198,000.00	67,680.21
61205	Interlibrary Loan	391.05	1,500.00	1,108.95
61210	Small Equipment	-	5,000.00	5,000.00
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	458.28	5,000.00	4,541.72
63000	Dues & Subscriptions	150.00	200.00	50.00
Total Services and Supplies		\$ 133,620.87	\$ 269,200.00	\$ 135,579.13
Total Access Services-290		\$ 186,701.13	\$ 1,670,478.00	\$ 1,483,776.87

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

General Fund - 100
Collection and Bibliographic Services - 310
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 748,641.85	\$ 1,389,977.00	\$ 641,335.15
51200	Salaries - Part Time	17,015.54	77,844.00	60,828.46
51600	Longevity Pay	19,254.88	30,110.00	10,855.12
Total Salaries and Wages		\$ 784,912.27	\$ 1,497,931.00	\$ 713,018.73
Employee Benefits				
55100	Employees Retirement	\$ 259,841.22	\$ 492,499.00	\$ 232,657.78
55200	Group Insurance	140,471.38	295,832.00	155,360.62
55400	Medicare Coverage Expense	13,052.17	23,443.00	10,390.83
Total Employee Benefits		\$ 413,364.77	\$ 811,774.00	\$ 398,409.23
Services and Supplies				
61110	Operating Supplies	\$ 59.60	\$ 1,000.00	\$ 940.40
61120	Software & User Licenses	5,000.00	47,000.00	42,000.00
61200	Book Materials & Supplies	32,927.46	110,000.00	77,072.54
61210	Small Equipment	-	7,000.00	7,000.00
61900	Professional Services	127,209.33	154,000.00	26,790.67
62800	Travel & Transportation	17.42	5,000.00	4,982.58
Total Services and Supplies		\$ 165,213.81	\$ 324,000.00	\$ 158,786.19
Capital Outlay				
81700	Library Books	\$ 8,587,085.34	\$ 14,425,000.00	\$ 5,837,914.66
Total Capital Outlay		\$ 8,587,085.34	\$ 14,425,000.00	\$ 5,837,914.66
Total Collection and Bibliographic Services-310		\$ 9,950,576.19	\$ 17,058,705.00	\$ 7,108,128.81

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

General Fund - 100
Gallery Services - 320
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 85,516.41	\$ 146,259.00	\$ 60,742.59
Total Salaries and Wages		\$ 85,516.41	\$ 146,259.00	\$ 60,742.59
Employee Benefits				
55100	Employees Retirement	\$ 28,648.04	\$ 48,997.00	\$ 20,348.96
55200	Group Insurance	14,274.92	29,425.00	15,150.08
55400	Medicare Coverage Expense	1,309.08	2,121.00	811.92
Total Employee Benefits		\$ 44,232.04	\$ 80,543.00	\$ 36,310.96
Services and Supplies				
61110	Operating Supplies	\$ 2,892.78	\$ 8,500.00	\$ 5,607.22
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	217.08	3,500.00	3,282.92
62900	Printing & Reproduction	472.92	1,500.00	1,027.08
Total Services and Supplies		\$ 3,582.78	\$ 15,500.00	\$ 11,917.22
Total Gallery Services-320		\$ 133,331.23	\$ 242,302.00	\$ 108,970.77

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

General Fund - 100
Programming and Venues Services - 330
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 1,037,569.47	\$ 1,777,508.00	\$ 739,938.53
51200	Salaries - Part Time	212,174.46	363,333.00	151,158.54
51300	Overtime Pay	8,663.04	20,000.00	11,336.96
51600	Longevity Pay	7,194.59	11,476.00	4,281.41
Total Salaries and Wages		\$ 1,265,601.56	\$ 2,172,317.00	\$ 906,715.44
Employee Benefits				
55100	Employees Retirement	\$ 373,113.40	\$ 637,566.00	\$ 264,452.60
55200	Group Insurance	148,024.61	281,954.00	133,929.39
55400	Medicare Coverage Expense	27,250.34	46,655.00	19,404.66
Total Employee Benefits		\$ 548,388.35	\$ 966,175.00	\$ 417,786.65
Services and Supplies				
61110	Operating Supplies	\$ 21,143.92	\$ 38,000.00	\$ 16,856.08
61120	Software & User Licenses	-	10,000.00	10,000.00
61210	Small Equipment	17,721.00	86,850.00	69,129.00
61400	Equipment Repair & Maint.	2,716.34	8,000.00	5,283.66
61410	Contracted Services	262,618.16	488,000.00	225,381.84
61500	Rental Expenses	16,058.40	27,000.00	10,941.60
62700	Education & Training	2,284.00	10,000.00	7,716.00
62800	Travel & Transportation	12,584.02	16,000.00	3,415.98
63000	Dues & Subscriptions	1,545.00	2,000.00	455.00
Total Services and Supplies		\$ 336,670.84	\$ 685,850.00	\$ 349,179.16
Total Programming and Venues Services-330		\$ 2,150,660.75	\$ 3,824,342.00	\$ 1,673,681.25

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

General Fund - 100
Community Engagement - 340
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 169,411.60	\$ 400,041.00	\$ 230,629.40
Total Salaries and Wages		\$ 169,411.60	\$ 400,041.00	\$ 230,629.40
Employee Benefits				
55100	Employees Retirement	\$ 56,752.95	\$ 134,014.00	\$ 77,261.05
55200	Group Insurance	25,093.07	58,739.00	33,645.93
55400	Medicare Coverage Expense	2,456.03	5,801.00	3,344.97
Total Employee Benefits		\$ 84,302.05	\$ 198,554.00	\$ 114,251.95
Services and Supplies				
61110	Operating Supplies	\$ 2,163.48	\$ 10,000.00	\$ 7,836.52
61120	Software & User Licenses	33,354.22	33,980.00	625.78
61210	Small Equipment	4,037.87	35,000.00	30,962.13
61410	Contracted Services	64,350.00	115,020.00	50,670.00
61910	Legal Services	326.00	500.00	174.00
62600	Community Events	50.00	5,000.00	4,950.00
62700	Education & Training	799.00	4,000.00	3,201.00
62800	Travel & Transportation	3,817.65	10,000.00	6,182.35
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	950.00	2,000.00	1,050.00
Total Services and Supplies		\$ 109,848.22	\$ 218,500.00	\$ 108,651.78
Total Community Engagement-340		\$ 363,561.87	\$ 817,095.00	\$ 453,533.13

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

General Fund - 100
Library Operations - 400
From 07/01/2024 through 02/14/2025

		YTD Actual	Budget	Variance Amount
Salaries and Wages				
51100	Salaries - Full Time	\$ 10,025,886.37	\$ 17,916,232.00	\$ 7,890,345.63
51200	Salaries - Part Time	2,833,829.77	5,208,581.00	2,374,751.23
51300	Overtime Pay	1,402.57	-	(1,402.57)
51600	Longevity Pay	96,467.98	156,886.00	60,418.02
Total Salaries and Wages		\$ 12,957,586.69	\$ 23,281,699.00	\$ 10,324,112.31
Employee Benefits				
55100	Employees Retirement	\$ 3,406,086.22	\$ 6,126,017.00	\$ 2,719,930.78
55200	Group Insurance	1,731,384.03	3,405,624.00	1,674,239.97
55400	Medicare Coverage Expense	360,486.44	647,280.00	286,793.56
Total Employee Benefits		\$ 5,497,956.69	\$ 10,178,921.00	\$ 4,680,964.31
Services and Supplies				
61100	Office Supplies	\$ 297,792.03	\$ 581,630.00	\$ 283,837.97
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	14,473.76	21,716.00	7,242.24
62800	Travel & Transportation	17,145.48	56,300.00	39,154.52
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
Total Services and Supplies		\$ 329,411.27	\$ 667,646.00	\$ 338,234.73
Total Library Operations-400		\$ 18,784,954.65	\$ 34,128,266.00	\$ 15,343,311.35

Regular Board of Trustees Meeting- March 13, 2025 - Item VII. Library Reports

Las Vegas Clark Count Library District
Check RegisterGeneral Fund - 100
From 01/18/2025 through 02/14/2025

Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22059	1/27/2025	10228	Sterling Volunteers	15 Volunteer background checks	\$ 264.00
22060	1/27/2025	10305	A Affordable Striping & Sealing LLC	Signs - Parking During Library Hours Only	380.00
22061	1/27/2025	12130	PDQ Gill's Printing Evolved	CHARTREUSE ADHESIVE LABEL	945.26
22062	1/27/2025	12407	Par 3 Landscape and Maintenance Inc	FY 25: EV - Contr'l Undeveloped Land Maint	357.00
22064	1/27/2025	12960	Vomela Specialty Co.	Lg format spec printer-App window cling	300.00
22065	1/27/2025	1429	DC Thomas	BD Rent Feb 2025	1,809.22
22066	1/27/2025	1556	Ewing Bros. Inc.	Tow for #56	148.93
22067	1/27/2025	1580	Ferguson Enterprises, LLC	EV - Urinal Cartridge Replace.	1,036.38
22068	1/27/2025	1627	Cengage Learning, Inc.	Orders for FY 24/25	8,909.13
22069	1/27/2025	1742	Ideal Supply Company Inc.	LA - HVAC - Pump Leak Repair	869.54
22070	1/27/2025	1757	Ingram Library Services	Order PUR027330	8,330.87
22071	1/27/2025	1837	Johnstone Supply	WM - HVAC -120V Motor 1/15hp	471.00
22072	1/27/2025	1897	Lakeshore Learning Materials	Area Rug for Youth Department Play Area	521.55
22073	1/27/2025	2152	Codale Electric Supply Inc	MQ/WC - Light - LED Driv./Sockets	692.61
22074	1/27/2025	2169	Jewel Nevada Illumination	CC: Repair Soffet Lights	157.50
22075	1/27/2025	2234	Overton Power District #5	SVC 12/8/24 - 1/8/25 MV	408.21
22076	1/27/2025	2307	Progressive Elevator	FY 25 CC Contr'l Elevator Maint	795.00
22077	1/27/2025	2486	Sonitrol Of Southern NV	FY 25: Misc Burglar Alarm Repairs	173.37
22079	1/27/2025	2702	Grainger, Inc.	LA - HVAC - Pump Leak Repair	82.94
22080	1/27/2025	2733	Phoenix Fire Protection LLC	FY 25:Contr'l Fire Sprinkler Tests/Inspections	75.00
22081	1/27/2025	2798	Brodart Co.	Order PUR027354	55,398.56
22082	1/27/2025	2852	Chem-Aqua, Inc.	FY25 EV & RB-Contr'l HVAC Water Treatment	811.02
22083	1/27/2025	2853	Dick Blick	Order PUR029169	320.80
22084	1/27/2025	3149	Midwest Tape	Order PUR027366	7,810.92
22085	1/27/2025	4042	Baker & Taylor, Inc.	Order PUR027355	1,065.59
22086	1/27/2025	4604	Brodart Library Supplies & Furnishings	200 dvd single cases for WC	460.00
22087	1/27/2025	4721	Sweetwater Sound LLC	WH Podcasting Equipment	2,141.00
22088	1/27/2025	4723	Purvis Industries - Las Vegas NV	SW/CC - HVAC - Belts	239.05
22089	1/27/2025	5001	UniFirst Corporation	Uniforms - Tech/Courier Hats	556.06
22090	1/27/2025	6777	Mailmax Mailing Solutions, LLC	FY 25: Mail Rm - Ink Cartridges & Labels	519.31
22091	1/27/2025	7943	Communication Electronic Systems Inc	FY25:CC,CH,EV,WM-Contr'l Fire Alarm Tests/Insp	580.00
22092	1/27/2025	8557	Guaranteed Pest Solutions	FY 25:Urban - Contr'l Bed Bug Inspec	168.75
22093	1/27/2025	8593	American Sign Language Communication LLC	ASL 2 hour story time at WC 1/11/25	200.00
22094	1/27/2025	9101	O'Reilly Auto Parts	#51 - Oil Treatment & Squeegee	18.98
22096	1/27/2025	9287	Otis Elevator Company	FY 25:WM - Contr'l Elevator Maintenance	930.10
22097	1/27/2025	9454	Apple Inc.	iPad Pro	4,190.00
22099	1/27/2025	9553	Ashworth and Belcastro Systems (ABS)	FY 25: SU - Contr'l Fire Alarm Test & Monitoring	390.00
22100	1/27/2025	9631	Elliott's Sewer & Drain	FY 25: Misc Plumbing Repairs	234.50
22101	1/27/2025	9730	Commercial Lighting Specialties, LLC	SW - Lighting	183.20
22102	2/3/2025	10147	CompuNet, Inc.	Order PUR029389	40,634.51
22103	2/3/2025	10179	Safe and Secure Alarms and Video	FY 25: WC-Contr'l Burglar Alarm Monitoring	54.00
22104	2/3/2025	10212	Virgin Valley Water District	SVC 12/20/24 - 1/20/25 MQ	518.40
22105	2/3/2025	10454	USI Insurance Services LLC	Endorsement-Business Auto 07/15/24 to 07/15/25	50.00
22106	2/3/2025	10604	Johnson Controls Security Solutions LLC	FY 25: Misc Alarm Response/Repairs	129.90
22107	2/3/2025	10641	Quench USA, Inc.	FY 25:Contr'l Filtered Drinking Water	1,080.10
22108	2/3/2025	10789	Gabriel Parker	Music Production Classes at BBTTTC 12.24	900.00
22109	2/3/2025	10834	Brittany Mangelson	Transcribing 1-16	183.75
22110	2/3/2025	10927	CenturyLink	Service 01.20.25 - 02.19.25	322.98
22111	2/3/2025	11055	Bryant Rogers	Board Comp 1-16	40.00
22112	2/3/2025	11065	Pyro Combustion and Controls, Inc.	FY 25: Contr'l Boiler Pre-Season Service	3,779.00
22113	2/3/2025	11626	Jay Atwood	2023 Yamaha Grand CFX (65697000)	150.00
22114	2/3/2025	11681	Jennifer L. Jiron	Board Comp 1-16	40.00
22115	2/3/2025	11703	Kathleen Hagen Turner Whiteley	Board Comp 1-16	40.00
22116	2/3/2025	11724	Greenberg Traurig LLP	Legal Svc	1,148.50
22117	2/3/2025	1180	Baron Pest Solutions, Inc.	FY 25: LA - Contr'l Pest Control	47.00
22118	2/3/2025	12054	Amazon Capital Services, Inc.	Amazon Billing 12/15/24 to 01/14/25	43,910.76
22119	2/3/2025	12130	PDQ Gill's Printing Evolved	CHARTREUSE ADHESIVE LABEL	1,644.14
22120	2/3/2025	12302	Elaine Sanchez	Board Comp 1-16	40.00
22121	2/3/2025	1240	Brady Industries of Nevada, LLC	Consumable Supplies- Stock	609.33
22122	2/3/2025	12405	Karen L. Dutkowski	Board Comp 1-16	40.00
22123	2/3/2025	12480	Aranzazu Jimenez	Board Comp 1-16	40.00
22124	2/3/2025	12583	United Rentals (North America), Inc.	Lift Repairs: #3, #8	971.38
22125	2/3/2025	1457	Demco, Inc.	Order PUR029142	2,413.52
22126	2/3/2025	1518	ECR	WH: Service Call & Repair	128.95
22127	2/3/2025	1566	Fairway Chevrolet	#58 - LOF, MPI and Tires Rotated	268.18
22128	2/3/2025	1580	Ferguson Enterprises, LLC	WV - Plumbing Trap Adapter	287.28
22129	2/3/2025	1742	Ideal Supply Company Inc.	WMSC - Plumbing	278.96
22130	2/3/2025	1757	Ingram Library Services	Books & Materials FY25	74,071.62
22131	2/3/2025	1837	Johnstone Supply	SU - HVAC Motor/Capacitor/Fuse	165.96
22132	2/3/2025	2152	Codale Electric Supply Inc	MQ - Lighting - Repair	234.28
22133	2/3/2025	2169	Jewel Nevada Illumination	SM: Archway lighting out	1,178.15
22134	2/3/2025	2362	Refrigeration Supplies Distributor	EN - HVAC Actuator & Crankarm	370.07
22135	2/3/2025	2407	S & S Worldwide Inc.	Small Equipment	126.49
22138	2/3/2025	3149	Midwest Tape	Order PUR027366	10,927.00
22139	2/3/2025	3770	Cox Communications of Las Vegas	Service 01.17.25 - 02.16.25	29,716.80

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Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22140	2/3/2025	4042	Baker & Taylor, Inc.	Order PUR027355	7,521.16
22141	2/3/2025	4676	Color Reflections	Comic Festival Directionals	13,811.50
22142	2/3/2025	4723	Purvis Industries - Las Vegas NV	EN - HVAC Gates	15.60
22143	2/3/2025	5001	UniFirst Corporation	FY25:FAC-Contr'l Uniform Rental	124.29
22144	2/3/2025	5130	OverDrive Inc.	orders for FY 24-25	324,582.33
22145	2/3/2025	5718	Tangerine Office Machines	Miscellaneous Printer Parts/Repairs	540.00
22146	2/3/2025	7687	United Lock and Security, Inc.	Order PUR029480	234.50
22147	2/3/2025	8122	Staples Advantage Dept LA	Facial Tissue DEV-BS	9,317.46
22148	2/3/2025	8155	Las Vegas Clark County Library District Foundation	Book Store Sales - Dec 2024	15,699.41
22149	2/3/2025	8557	Guaranteed Pest Solutions	FY 25:Urban - Contr'l Bed Bug Inspec	168.75
22150	2/3/2025	9104	AV Vegas	Backline Rental for Paragon	1,025.00
22151	2/3/2025	9383	Office Plus	Toner SM	8,686.33
22152	2/3/2025	9454	Apple Inc.	Order PUR029148	31,294.00
22153	2/3/2025	9489	Teledata Technologies	EN & WMSC: Security Camera Repairs	380.00
22154	2/3/2025	9553	Ashworth and Belcastro Systems (ABS)	FY 25: SU-Contr'l Fire Alarm Test & Monitoring	135.00
22155	2/3/2025	9730	Commercial Lighting Specialties, LLC	WC - Lighting n Lecture Hall	150.00
22157	2/10/2025	10084	A Public Fit	2024-2025 season stage readings	1,500.00
22158	2/10/2025	1064	Allied Refrigeration Inc.	SU - Blade	160.00
22159	2/10/2025	11984	Victig	Order PUR029578	978.30
22160	2/10/2025	12045	Eagle Promotions	WRC '25 Prizes for Ages 3-5	867.00
22161	2/10/2025	12464	Nationwide Premium Holding	February 2025	896.34
22163	2/10/2025	1457	Demco, Inc.	Laughlin Small Booktrucks	1,211.64
22164	2/10/2025	1580	Ferguson Enterprises, LLC	CH - S - Sloan Waterfree Urinal Cart Kits (6)	1,537.90
22165	2/10/2025	1620	Full Compass Systems Ltd	Order PUR029501- Quote-SOC5341244	278.74
22166	2/10/2025	1854	Kamer Zucker Abbott	Attorney/Legal Fees December 2024	2,600.00
22167	2/10/2025	1897	Lakeshore Learning Materials	West Charleston YS Toys Play Area	539.52
22168	2/10/2025	2152	Codale Electric Supply Inc	SM - Lighting - Repairs	257.20
22169	2/10/2025	2169	Jewel Nevada Illumination	RB: Parking Lot lighting repair	226.70
22170	2/10/2025	2234	Overton Power District #5	SVC 12/22/24 - 1/22/25 MT	449.63
22171	2/10/2025	2533	Suburban Propane - 1487	SVC 1/24/25 MC	2,943.22
22172	2/10/2025	2567	Teamsters Local Union #14	Union Dues - Feb 2025	14,880.00
22173	2/10/2025	2698	Virgin Valley Disposal	SVC 1/1/25 - 1/31/25 MQ	172.83
22174	2/10/2025	2891	AFLAC	January 2025	943.96
22175	2/10/2025	3770	Cox Communications of Las Vegas	Service 01.22.25 - 02.21.25	97.57
22176	2/10/2025	4604	Brodart Library Supplies & Furnishings	SKU #: 55036001Horizontal Alphabet Label Set	52.12
22177	2/10/2025	5718	Tangerine Office Machines	Miscellaneous Printer Parts/Repairs	743.00
22178	2/10/2025	6704	Schneider Electric	FY 25: Contr'l DDC Controls	10,691.00
22181	2/10/2025	7687	United Lock and Security, Inc.	FY25 Misc Lock/Key Services	180.00
22182	2/10/2025	9191	Canon Solutions America, Inc.	Mthly Maint 12.31.24-01.30.25 BO	7,033.74
22183	2/10/2025	9431	B&H Photo-Video	order #909852974 Reference #R201202	1,651.44
22185	2/10/2025	9907	Principal Life Insurance Company	February 2025	32,311.87
22186	2/14/2025	10129	Fun Express LLC	Order PUR029383	39.99
22187	2/14/2025	10162	CenturyLink	Local Service from 01.24.25 to 02.23.25	137.97
22188	2/14/2025	10228	Sterling Volunteers	15 Volunteer background checks	264.00
22189	2/14/2025	10641	Quench USA, Inc.	RB: Hot Water Issue	100.00
22191	2/14/2025	10789	Gabriel Parker	Teen Music Production Class BBTC 1.25	360.00
22193	2/14/2025	11895	OrangeBoy, Inc.	2 postcards to 60,000	74,900.00
22194	2/14/2025	11941	Brink's Incorporated	Excess Fees 01/01/2025 to 01/31/2025	3,916.43
22195	2/14/2025	12130	PDQ Gill's Printing Evolved	CHARTREUSE ADHESIVE LABEL	2,721.05
22196	2/14/2025	12175	PSI Services, LLC	HiSet January 2025	30.00
22197	2/14/2025	12361	Royal Pacific of Las Vegas LLC	Colorful Box Pencil Sharpeners adj for 42583	775.00
22198	2/14/2025	1240	Brady Industries of Nevada, LLC	Consumable Supplies- Stock	540.24
22199	2/14/2025	12809	Gallagher	Staffing Analysis 2024	16,465.00
22200	2/14/2025	12960	Vomela Specialty Co.	Lg format spec printer-App window cling	7,334.34
22201	2/14/2025	1457	Demco, Inc.	SV: Small Equipment	707.11
22202	2/14/2025	1580	Ferguson Enterprises, LLC	RB - Plumb - Faucet Replacement w Valves	318.89
22203	2/14/2025	1620	Full Compass Systems Ltd	Order PUR029501- Quote-SOC5341244	181.09
22204	2/14/2025	1627	Cengage Learning, Inc.	Orders for FY 24/25	86,270.81
22205	2/14/2025	1753	InfoUSA Marketing Inc.-A Sub of Data Axle Inc.	City Directories - Annual	2,430.00
22206	2/14/2025	1757	Ingram Library Services	Books & Materials FY25	50,394.60
22207	2/14/2025	1897	Lakeshore Learning Materials	CH Small Equipment	1,592.20
22208	2/14/2025	2098	Moapa Valley Water District	SVC 1/8/25 - 2/4/25 MV	129.63
22209	2/14/2025	2152	Codale Electric Supply Inc	MQL & CH - Lighting	552.69
22210	2/14/2025	2215	OCLC Inc.	IFM debits & admin fee 1/1/25-1/31/25	325.94
22211	2/14/2025	2234	Overton Power District #5	SVC 1/5/25 - 2/1/25 MQLC	3,365.52
22212	2/14/2025	2362	Refrigeration Supplies Distributor	SU - HVAC - AC Condenser Blade	114.27
22214	2/14/2025	2702	Grainger, Inc.	RB - HVAC Bad Motor	412.89
22215	2/14/2025	2798	Brodart Co.	Order PUR029327	72,239.17
22217	2/14/2025	2819	CenturyLink Communications, LLC	Local Service from Feb 07 to Mar 06, 2025	2,952.68
22218	2/14/2025	2887	Thomson Reuters West Payment Ctr	CCDC/MISD Lib Plan Subscription	3,768.73
22219	2/14/2025	2914	Iron Mountain	FY 2025 Service - JAN-2024	676.85
22220	2/14/2025	3073	Hammond Sheet Metal, Inc.	SM: Theater Seat Repair	75.00
22221	2/14/2025	3149	Midwest Tape	Library Audio Materials FY 2024-25	20,161.42
22222	2/14/2025	3300	ProQuest LLC	Music databases 2/1/25-1/31/26	77,049.35
22223	2/14/2025	3324	Rio Virgin Telephone Co.	Service 01/01/2025 to 01/31/2025	1,297.84
22224	2/14/2025	3355	Teamsters Security Fund S. Nevada	February 2025	458,856.84

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Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22225	2/14/2025	4042	Baker & Taylor, Inc.	Library Books & Materials FY 2025	50,715.03
22226	2/14/2025	4517	Fingerprint Pros, Inc.	7 Pre-employment fingerprints	413.00
22227	2/14/2025	4522	Quest Diagnostics	7 pre-employment drug tests	134.65
22228	2/14/2025	4604	Brodart Library Supplies & Furnishings	100 dvd single cases	591.02
22229	2/14/2025	4721	Sweetwater Sound LLC	EV SE - BFS Equipment	594.00
22230	2/14/2025	5130	OverDrive Inc.	orders for FY 24-25	227,757.65
22231	2/14/2025	5718	Tangerine Office Machines	Miscellaneous Printer Parts/Repairs	1,380.00
22233	2/14/2025	6646	Aqua Serv Engineers, Inc.	FY 25: Contr'l HVAC Water Treatment	2,175.58
22234	2/14/2025	7188	Innovative Interfaces, Inc.	75 eMARC record 1/1/25-1/31/25	56.25
22235	2/14/2025	7371	EnvisionWare, Inc.	Blanket Open PO	548.50
22236	2/14/2025	8122	Staples Advantage Dept LA	Supplies SU	8,291.50
22237	2/14/2025	8585	Button Boy NV LLC	VVCBF buttons	600.00
22238	2/14/2025	9101	O'Reilly Auto Parts	Courier's - Fluid BLUE DEF	67.96
22239	2/14/2025	9104	AV Vegas	Drum Throne CC	90.00
22240	2/14/2025	9191	Canon Solutions America, Inc.	Newsppr Direct Print 12.27.24-01.26.25 CC	3,986.39
22241	2/14/2025	9383	Office Plus	Toner SW	11,212.10
22243	2/14/2025	9483	Tecre Co., Inc.	Button Making Supplies	92.16
22246	2/14/2025	9869	Unique Integrated Communications	Call Center January 2025	6,972.48
95444	1/23/2025	10129	Fun Express LLC	Craft Buffet Feb-May	314.67
95445	1/23/2025	10413	Chadwick Music Events LLC	Chadwick Johnson 1-19-25	2,500.00
95447	1/23/2025	11944	Sharon Phoenix	Candle Making-August Payment	250.00
95448	1/23/2025	11985	Fyutch LLC	Black History 2025	1,000.00
95449	1/23/2025	12232	Prismatic Magic LLC	01/07-09/25 DW Laser Show	5,640.00
95450	1/23/2025	12965	Intermountain Workmed	Order PUR029416	15.00
95451	1/23/2025	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
95452	1/23/2025	1462	Department of Employment Training & Rehabilitation	Unemployment Services	15,180.75
95453	1/23/2025	1710	Henri Specialties	EV - Lock & Key Assembly	37.90
95454	1/23/2025	2159	AT&T SBC	Svc 01.11.25 - 02.10.25	610.71
95455	1/23/2025	2494	Southwest Gas Corp.	SVC 12/7/24 - 1/9/25 EV	3,884.04
95456	1/23/2025	2838	Verizon Wireless	Service 12.15.24 - 01.14.25	20,287.48
95457	1/23/2025	5026	Nevada State Treasurer	Mandated Court Payment	2.00
95458	1/23/2025	9141	Springshare, LLC	2024 Verify and SMS transactions	10,247.88
95460	1/23/2025	9966	The Sherwin-Williams Co.	SM	85.64
95461	1/31/2025	10217	T-Mobile	Svc charge from 12/21/24 - 01/20/25	243.04
95462	1/31/2025	10225	Pakor	passport camera film	568.57
95463	1/31/2025	10253	Elizabeth Ann Foyt	Board Comp 1-16	40.00
95464	1/31/2025	10265	Rowton Entertainment, LLC	Card trick classes WC. SM	1,500.00
95465	1/31/2025	10336	Opera Las Vegas	Opera Legends in Black 1-17-25	1,000.00
95466	1/31/2025	10469	Empathy Studios, LLC	Staff Training	2,500.00
95467	1/31/2025	10930	Business Enterprises of Nevada	FY 25: EV - Contr'l Cafe Management	3,890.00
95468	1/31/2025	11589	Greenspun Media Group, LLC	LV Weekly 1/4 Page 11.07.24	6,000.00
95469	1/31/2025	11916	Sun Auto Tire & Service	#46: LOF, replace (4) tires & Brake System	1,204.89
95470	1/31/2025	12305	Twin Flames Music Inc	2 shows by Twin Flames	10,000.00
95472	1/31/2025	12483	The HistoryMakers	1/1/25-12/31/25	20,000.00
95474	1/31/2025	12618	T-Mobile	Fleet Locate 360: 12/21/2024 to 01/20/2025	448.00
95475	1/31/2025	1710	Henri Specialties	CC - Dispensers Soap/Tissue & Spindles	316.80
95476	1/31/2025	2053	Matthew Bender & Co., Inc.	SUPPLEMENTS FOR METRO	299.70
95477	1/31/2025	2494	Southwest Gas Corp.	SVC 12/13/24 - 1/14/25 EN	2,807.84
95478	1/31/2025	3383	Home Depot Credit Services	Dec 24 - Jan 25 Operating & Small Equipment	1,448.73
95479	1/31/2025	5246	Kelly D. Benavidez	Board Comp 1-16	40.00
95480	1/31/2025	9151	Occupational Health Centers of the SW, P.A.	Injury Care	166.00
95481	1/31/2025	9677	Elm USA, Inc.	Disc Resurfacing Parts	111.95
95482	1/31/2025	9847	Laramie County Library System	ILL #225052527 lost book	45.00
95483	1/31/2025	9966	The Sherwin-Williams Co.	CC - Painting to cover Blemishes	97.08
95484	2/6/2025	10900	Asian Journal Publications	Blanket PO thru June 2025	2,400.00
95486	2/6/2025	11715	Michael Klein	WC Guitar Performance 2.2.25	400.00
95487	2/6/2025	11813	ASSA ABLOY Entrance Systems US Inc	CC: Repaired Theater ADA Doors	304.95
95488	2/6/2025	11912	Mark Edward Ruben	SM Gardening 8-24 & 2-25	300.00
95489	2/6/2025	11935	Work Institute, LLC	Monthly Maintenance Fee Jan 2025	246.25
95490	2/6/2025	11956	Fat Brain Toys	WRC '25 Prizes - Ages 6-11	2,152.45
95491	2/6/2025	12444	Peter Fand	Dixie Flats band WM 2.1.2025	1,400.00
95492	2/6/2025	12495	Harmony Artists, Inc.	Treasure Island Performances	10,000.00
95494	2/6/2025	12851	Ricardo Benjamin Espinosa	SW Gallery Wrestling	600.00
95495	2/6/2025	12932	Barbara Ann Thomas	DW ACP Winter Getaway	2,600.00
95496	2/6/2025	12943	Harmonizing Energy	BD Sound Bath Workshops	140.00
95497	2/6/2025	12958	Herbally Grounded LLC	1/28 EV Tea Workshop	100.00
95498	2/6/2025	12971	AIM ARTISTS IN MOTION INC	Ammoye - performance Deposit	6,000.00
95499	2/6/2025	12974	ImmerSphere, Inc	Augmented Reality Creation App	9,480.00
95500	2/6/2025	12977	Mandy Michelle Poolo	Replace final check lost in mail	277.38
95501	2/6/2025	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
95502	2/6/2025	1474	Di Bella Flowers & Gifts	Order PUR029577	415.03
95503	2/6/2025	1991	Lowe's Improvement	Dec to Jan - Small & Operating Supp.	1,946.76
95504	2/6/2025	2097	Moapa Valley Telephone Co. Inc.	Svcs 01.26.25-02/25/25	301.00
95505	2/6/2025	2159	AT&T SBC	Service 01.25.25 - 02.24.25	644.98
95506	2/6/2025	2494	Southwest Gas Corp.	SVC 12/20/24 - 1/22/25 CH	11,383.50
95507	2/6/2025	2648	United Parcel Service	Postage	1,300.00

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Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
95508	2/6/2025	2838	Verizon Wireless	Service 12.21.24 - 01.20.25	3,109.35
95509	2/6/2025	4117	Television Monitoring Services, Inc.	Promotional Discussions	250.00
95510	2/6/2025	5026	Nevada State Treasurer	Mandated Court Payment	2.00
95511	2/6/2025	6817	Reliance Connects	Svcs 02.01.25 - 02.28.25 MQ	857.49
95512	2/6/2025	9895	National Benefit Services, LLC	January 2025	546.00
95513	2/6/2025	9937	AFLAC Premium Holding	January 2025	2,792.12
95515	2/13/2025	10402	Lockdown International LLC	2 Barricade Box - Wood	109.98
95516	2/13/2025	10922	Eric Penrod	Photos	450.00
95517	2/13/2025	10986	CCS Presentation Systems	Tricaster Service contract	2,518.29
95518	2/13/2025	11930	Abdur-Rahman Muhammad	May 2025-West Las Vegas	1,500.00
95519	2/13/2025	11985	Fyutch LLC	Black History 2025	1,000.00
95520	2/13/2025	12046	Enchanted Forest Reiki Center	Healing Series - WH Jan-May	150.00
95521	2/13/2025	12059	Printed Solid Inc.	3D Printer Filament	242.89
95522	2/13/2025	12180	i3screen	1 MRO Service	45.35
95523	2/13/2025	12191	CHUBB	January 2025	773.88
95524	2/13/2025	12193	Robert J. Leppke Jr.	Freelance Designer-January	1,397.50
95525	2/13/2025	12323	Barbara Collin	Street Corner Renaissance 2.25	5,000.00
95527	2/13/2025	12414	Monkey Mind Management LLC	Yoga at the Library - January 2025	1,400.00
95528	2/13/2025	12474	CSM Consulting Inc	Order PUR029686	4,250.00
95529	2/13/2025	12628	Avant Assessment, LLC	Nov and Dec Language Tests	199.50
95530	2/13/2025	12940	Corey Goodridge	Black History Month 2025	1,750.00
95531	2/13/2025	12953	StormWind LLC	Enterprise Training	3,450.00
95532	2/13/2025	12966	Online Stores PA, LLC	Flags	4,037.87
95533	2/13/2025	12968	City of Hillsboro	ILL book #226574436 lost item	21.00
95535	2/13/2025	12973	Supreme Southern Cuisine LLC	Black History Month 2025	750.00
95537	2/13/2025	12980	Glodia Thomas	Order PUR029739	8,058.00
95538	2/13/2025	12981	Latasha Baker	Order PUR029740	556.64
95539	2/13/2025	2053	Matthew Bender & Co., Inc.	Legal materials for CCDC and MISD	3,194.56
95540	2/13/2025	2175	NV Energy	Summary Bill Dec 24/Jan 25	79,451.12
95541	2/13/2025	2494	Southwest Gas Corp.	SVC 12/28/24 - 1/27/25 WC	8,540.30
95543	2/13/2025	2837	Republic Services # 620	Recycle SVC 2/1/25 - 2/28/25 WM	7,460.11
95544	2/13/2025	4117	Television Monitoring Services, Inc.	Promotional Discussions	650.00
95545	2/13/2025	6782	McFadden-Dale Industrial Hardware	RB: Replace motor in AHU	112.87
95546	2/13/2025	8192	AT&T	Service 02.01.25 - 02.28.25	43.31
95547	2/13/2025	9159	Mesquite Lumber /Ace Hardware	LA - Rental for Scissor Lift 19' Genie	119.79
95548	2/13/2025	9895	National Benefit Services, LLC	Debit Card Fee	1,890.00
Total 100 - General Fund					\$ 2,336,210.31

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Grant Fund - 220
From 01/18/2025 through 02/14/2025

Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22095	1/27/2025	9191	Canon Solutions America, Inc.	BAM - Copier imagePress Lite C270	\$ 30,814.54
22151	2/3/2025	9383	Office Plus	Toner SM	8,686.33
22156	2/3/2025	9935	Burlington English Inc.	Feb 2025	9,600.00
95526	2/13/2025	12362	Zahir Castrejon	BBTTC Robotics Lab	1,000.00
95534	2/13/2025	12970	Storytime Pods Pty LTD	LOTE4Kids annual sub 3/1/25-2/28/26	14,850.00
95536	2/13/2025	12976	Age of Learning, INC	Unlimited Access 2/1/25-1/31/26	34,578.75
Total 220 - Grant Fund					\$ 99,529.62

Las Vegas Clark Count Library District
Check Register

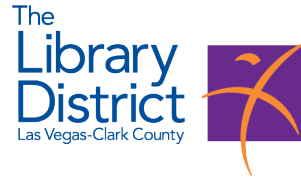
Gift Fund - 230
From 01/18/2025 through 02/14/2025

Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22137	2/3/2025	2803	Boulevard Trophy	Appreciation Luncheon Awards	\$ 765.00
22147	2/3/2025	8122	Staples Advantage Dept LA	Facial Tissue DEV-BS	9,317.46
22152	2/3/2025	9454	Apple Inc.	Order PUR029148	31,294.00
22190	2/14/2025	10746	Santiago Ricoy	East Las Vegas Robotics Lab	1,000.00
22242	2/14/2025	9454	Apple Inc.	BBTTC Tech Revitalization Grant	1,934.00
22245	2/14/2025	9821	Liquid Courage	Windmill Library - Tales & Cocktails	1,686.86
Total 230 - Gift Fund					<u>\$ 45,997.32</u>

Las Vegas Clark Count Library District
Check Register

Capital Project Fund - 510
From 01/18/2025 through 02/14/2025

Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22058	1/27/2025	10148	CORE Construction	WV: Pre Construction Ser Cont 22-10-027	\$ 3,096,389.15
22063	1/27/2025	12944	Office Furniture USA	WH: Refresh Furniture	12,307.00
22078	1/27/2025	2686	Simply Covered, Inc.	Furniture Reupholstery	371.00
22095	1/27/2025	9191	Canon Solutions America, Inc.	BAM - Copier imagePress Lite C270	30,814.54
22098	1/27/2025	9489	Teledata Technologies	MQ: Hanwha Recording Server	4,440.48
22136	2/3/2025	2686	Simply Covered, Inc.	Furniture Reupholstery	2,080.00
22162	2/10/2025	12611	Starke Contractors	WH: Refresh Bid 24-09	39,078.86
22179	2/10/2025	7371	EnvisionWare, Inc.	RFID-GATE 3D-R-U 4-Aisle (E)	40,348.00
22180	2/10/2025	7677	Uline, Inc.	Economy Training Table 72x24"	4,563.44
22184	2/10/2025	9454	Apple Inc.	Order PUR029549	3,444.00
22192	2/14/2025	11062	Blue Planet Lighting, Inc.	District wide cable for Capital Lighting	5,146.32
22213	2/14/2025	2686	Simply Covered, Inc.	Furniture Reupholstery	2,366.00
22215	2/14/2025	2798	Brodart Co.	Order PUR029327	72,239.17
22216	2/14/2025	2809	Water District	SVC 12/26/24 - 1/29/25 WV	595.99
22232	2/14/2025	6147	DG Koch Associates, LLC	RB: Coil Replacement	500.00
22244	2/14/2025	9648	Bailey Kennedy LLP	10912-025/Unwind MQ New Markt Tax Credits	4,726.00
95446	1/23/2025	10433	Aztech Materials Testing, Inc.	WV:Const Materials/Observ.Svcs-BID 23-04	18,958.00
95459	1/23/2025	9403	Rose Brand Wipers, Inc.	Order PUR029192	6,473.85
95471	1/31/2025	12333	In-House Production	Installation of Whitney Drapes	5,520.00
95473	1/31/2025	12555	Vegas Custom Food Trucks	STEAM Full Ahead Veh-Outfitted for Programming	15,410.00
95485	2/6/2025	11009	KME Architects	New WV Library - Contract 2021-026b WLV Library	16,497.22
95493	2/6/2025	12594	First American Title Insurance Company	Endorsement (L) CLTA 122 2/3	350.00
Total 510 - Capital Project Fund					\$ 3,382,619.02
Total - All Funds					\$ 5,864,356.27



ITEM VI.A.3.b.

MEMORANDUM

TO: Board of Trustees Through Kelvin Watson, Executive Director

FROM: General Services Report

DATE: February 28, 2025

SUBJECT: General Services Report, March 2025

This report provides an overview of the primary accomplishments, initiatives, and District-Wide activities for the General Services Division for the month of February 2025.

POWERFUL PLACES and POWERFUL PARTNERSHIPS

New West Las Vegas Library:

Construction Status: Contract Substantial Completion Date: 10/21/2025, Contract Days: 558 Time Elapsed: 320 Days; % Days Complete: 57.3% Adverse Weather Day: 1. Recent milestones completed include – roof installation 80% completed, All HVAC Air Handler equipment has been installed. All electrical main switching gear has been installed. Sheetrock installation has commenced.

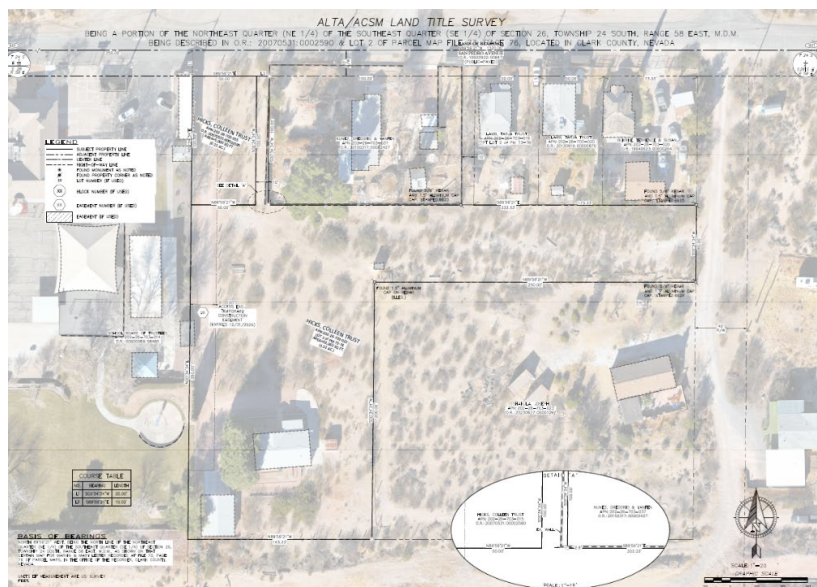
Attached for review is update of the project, as of February 19th, 2025.

Additional Capital Projects

Goodsprings Library Relocation – The purchase of 1.22 acres of land with a 1,372 sq ft dwelling located at 185 S Vegas St, Goodsprings, NV for the future relocation and expansion of the Goodsprings Library is on schedule for March, 2025.

We had a preliminary meeting with the Clark County and have begun the process of compiling the information need to have the property rezoned for Library use.

We have completed the land Survey as well as the ALTA/NSPS land survey. This was needed for title review and will also be needed for zoning and future land construction.



We continue to:

- Monitor the progress towards getting the mobile home converted to real property.
- Working with our Architect to for initial rendering for building conversion.
- We are also working with the Architect and Library Operations to begin the process of the library's program and potential modifications to exterior (paint, signage, etc.), and site (parking, ada sidewalk, ramp, etc.).

West Charleston Library Refresh – We have completed the design process for the West Charleston Library Refresh. The refresh is required to help the branch meet programming needs. The branch refresh will include a new Computer Lab, a new Creations Lab, new patron seating, expanded staff offices and a new SPS office and dressing room.

Laughlin Library

A major repair to the Laughlin Chiller was completed. New condensing coils were replaced due to normal wear and tear damage.



Purchasing

Microphones and Accessories ITB No. 25-04 - On February 9th, the District advertised as an Invitation To Bid to furnish Microphones and Accessories for various District facilities. Responses are due on Thursday, February December 14, 2023, at 2:00 p.m. The bid package has an estimated value of \$125,000. We anticipate presentation to the Board approval at the April Board Meeting.

Safety and Security Update:

General Services supported Programming and Venue Services in providing additional Security Guards for special events in February.

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.



WEST LAS VEGAS LIBRARY

UPDATE

2025-02-19

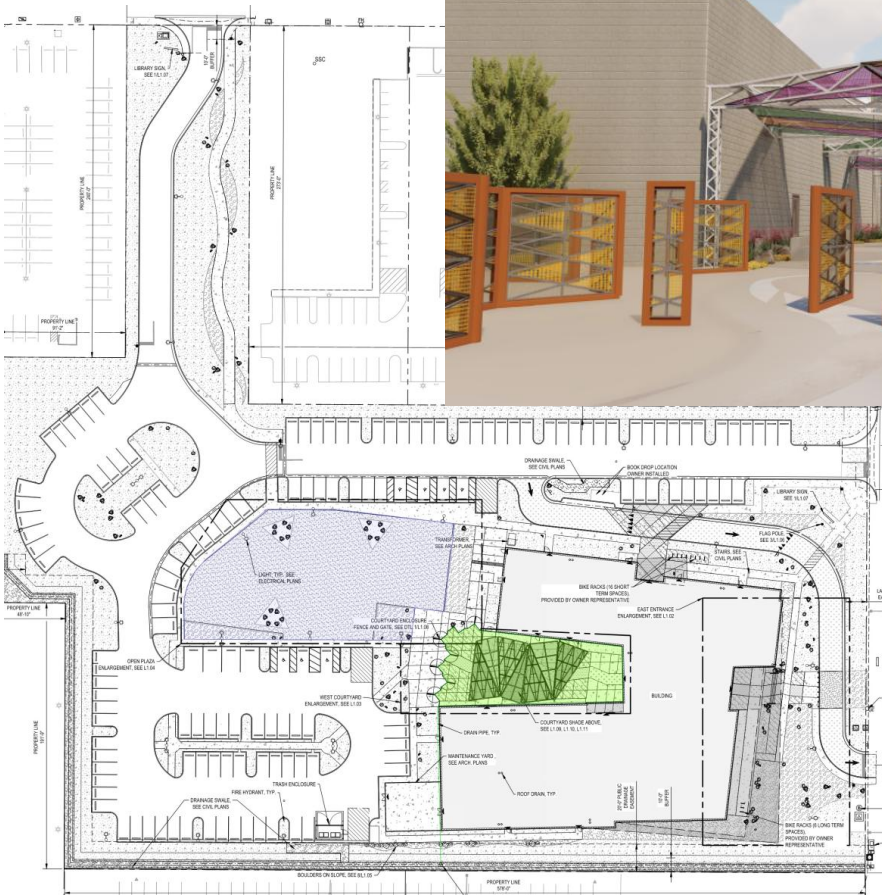




EAST ENTRANCE

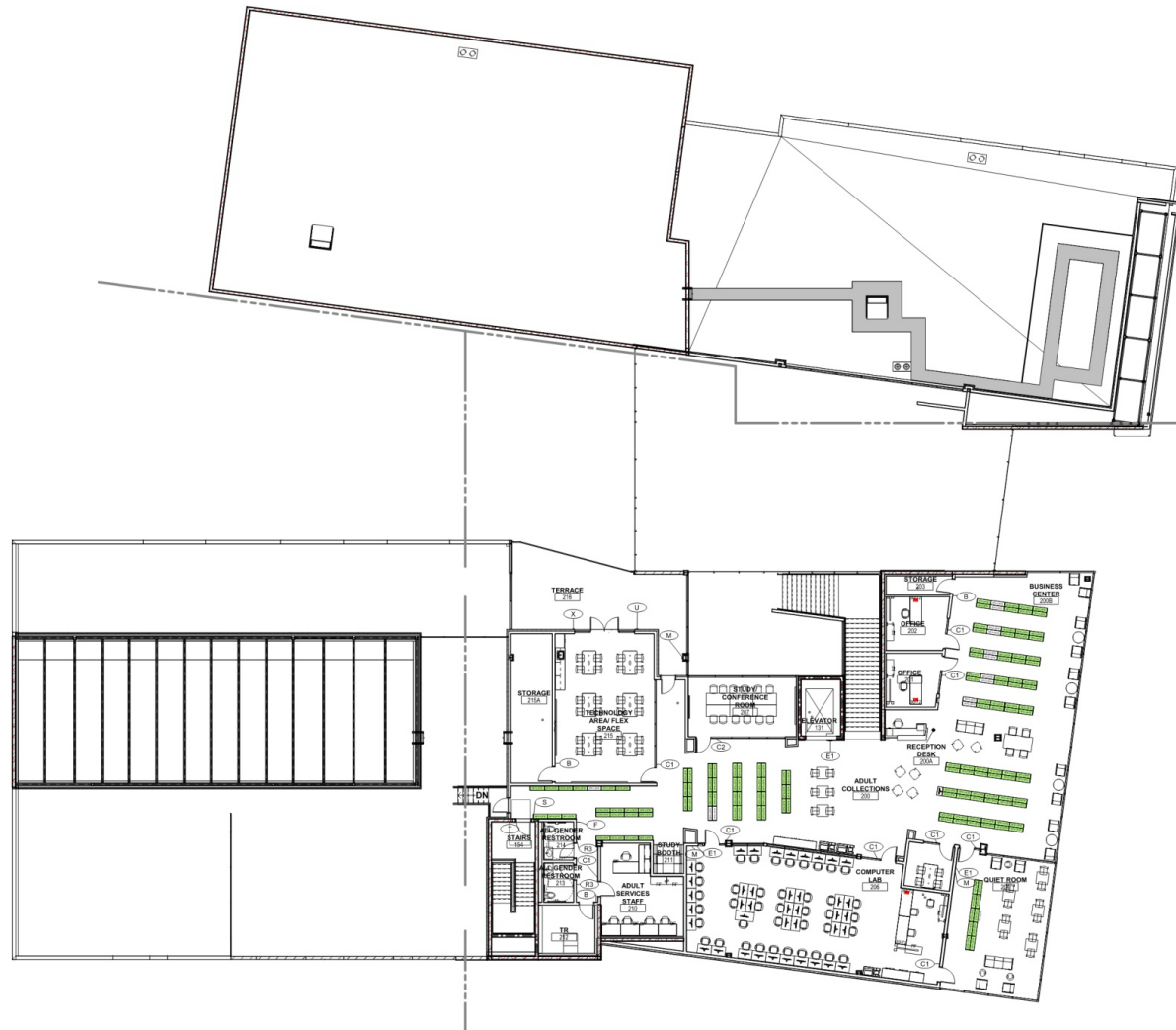


EAST ENTRANCE



WEST COURTYARD





SECOND FLOOR



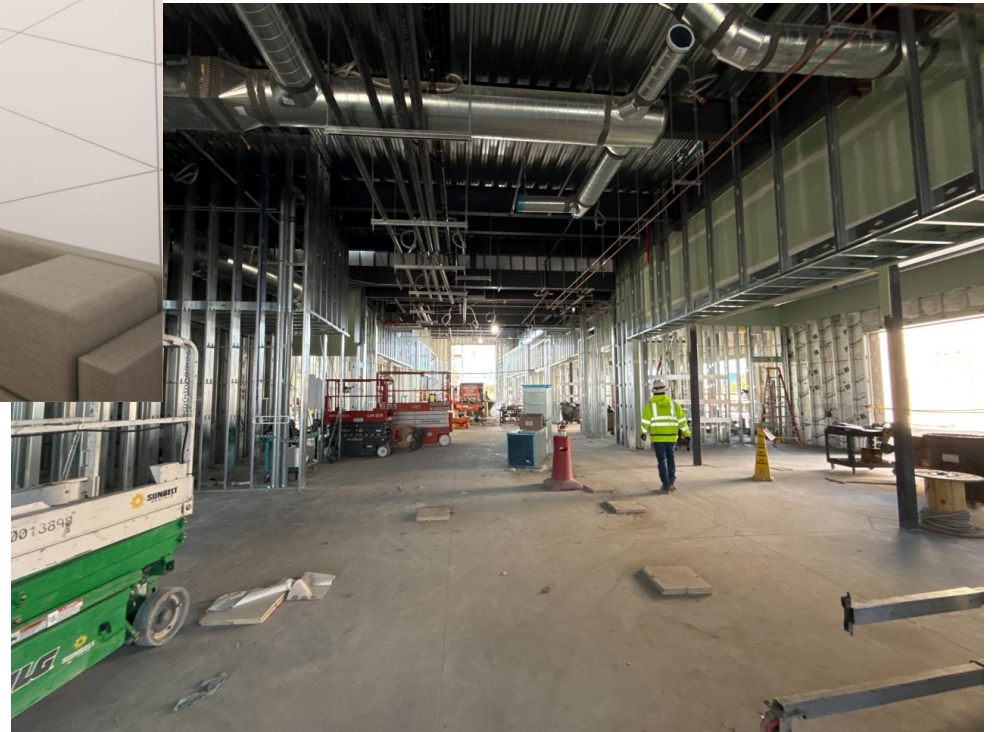
MAIN LOBBY



MULTIMEDIA



STACKS



INTERIORS



ITEM VI.A.3.c.

MEMORANDUM

TO: Board of Trustees through Kelvin Watson, Executive Director

FROM: Jeffrey Serpico, Human Resources

DATE: February 28, 2025

SUBJECT: Human Resources Activity Report, March 2025

This memorandum reports on the Human Resources Department's activities and project updates for February 2025 and analytics compiled from the period of July 1, 2024 TO January 31, 2025.

Powerful People

HR Report Contents:

1. Fiscal Year HR Goals and Objectives (2024-2025 Playbook Plays - Powerful People)
2. Transactional Activity & Key Metrics (HR Administrative)
 - a. HR Dashboard - Fiscal Year 2024-2025
3. Monthly Attachments

1. Fiscal Year 2024-2025 HR Goals and Objectives (Plays/Milestones):

- **Develop and Maintain Competitive Total Rewards Program:**
 - Implement District Employee Recognition Program – FY Goal Complete
 - Committee, Program Design, and Elements (Complete FY 23-24)
 - Present Program July 2024 Town Hall – Complete
 - August - Marketing Materials Distributed – Complete
 - September – Open Application Process – Complete
 - October – Scoring of Nominees – Complete
 - December Town Hall Awards Presentation – Complete
 - Implement Employee Emergency Fund – On hold

- **Develop, enhance and maintain intra-organizational communication methods and frequency to enhance employee engagement (Maintain and Modify 2024):**

Channel \ Method	Delivery	Frequency	Primary Audience
Monthly Board of Trustees Meeting	Meeting / Electronic	Monthly	External / Internal
Town Hall	Meeting / Electronic	Biannual	Internal
Executive Director Round Table	Meeting	Quarterly	Internal
Labor Management Meeting	Meeting	Quarterly	Internal / External
Inter Divisional Meetings	Meeting	Biweekly	Internal
Intra Divisional Meetings	Meeting	Biweekly	Internal
Standing Committees	Meeting	Variable	Internal
Administrative Team	Meeting	Weekly	Internal
District Web Site	Meeting	Continuous	External
Voyager Intranet	Electronic	Continuous	Internal
District Email	Electronic	Ad hoc	Internal
Surveys	Electronic	Ad hoc	Internal \ External
Conferences	Electronic	Ad hoc	External

- **Develop and enhance organizational and individual development opportunities:**
 - Implement Library Operations Career Ladder (carryover 23-24)
 - Develop Job Descriptions from Career Map (Matrix) – In Process
 - Implement Technical Production Services (TPS) Career Ladder – In Process
 - State Ethics Training (District-wide) – Complete
 - Complete Leadership Engagement Training
 - Administrative Team (Senior Leadership) – Complete
 - Leadership – In Process
 - Staff - TBD
 - Develop Internship / Work-study with CCSD – In Process
- **Ensure quality outcomes by enhancing administrative effectiveness and efficiency:**
 - Complete 3rd party (Gallagher-Koff) Staffing Analysis to ensure appropriate staffing levels and skill mix across the District
 - Data collection – Complete
 - Data Analysis – Complete
 - Draft Report Review – Complete
 - Final Report – In process
 - Complete revisions of Job Descriptions – In Process
 - Implement UKG (HRIS) accrual updates – Complete

2. Transactional Activity and Key Metrics:

- Fiscal Year 2024-2025 Human Resources Dashboard

3. Monthly Attachments:

2/24/2025

LVCCLD HR DASHBOARD

FY2024-2025

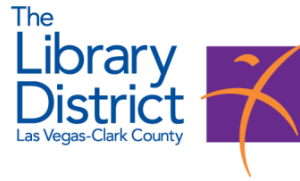
LVCCLD		FY 2024-2025 HUMAN RESOURCES DASHBOARD											Current FY		Previous		
		Quarter 1 of FY 2024-2025			Quarter 2 of FY 2024-2025			Quarter 3 of FY 2024-2025			Quarter 4 of FY 2024-2025		FY Running Total (RT) TOTAL FY 2024-2025	FY Monthly Average FY 2024 - 2025	2023 - 2024 Monthly Average	2022 - 2023 Monthly Average	
Metric		Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25				
A	Total Employees (Headcount)	678	657	648	660	667	668	668						NA	663.71	683.25	652.58
B	Full-Time Employees 60 hours or more (Headcount)	375	392	401	403	405	404	407						NA	398.14	368.17	345.33
C	Part-Time Employees 59 hours or less (Headcount)	303	265	247	257	262	264	261						NA	265.57	315.08	307.25
D	Full-Time-Equivalent (FTE-District) Budget = 564.025 Filled 502.675 Begin Cycle	564.025												NA	NA	NA	NA
E	Average Years of Service (District)	10.2	10.1	10.1	10.3	10.2	10.3	10.2						NA	10.20	10.22	10.04
Talent Acquisition & Management																	
F	Open Positions FTE Equivalent (Budget) (564.025 TOTAL BUDGET FTE 502.675 Filled - Begin Cycle)	61.35												NA	61.35	137.75	125.42
G	Positions Posted (Approved to Fill)	13	16	9	17	6	11	7						NA	11.29	9.50	13.08
H	Applications Received	2319	1425	1882	1550	985	1232	1217						10,610.00	1515.71	1463.17	844.50
I	Interviews Conducted	7	12	15	10	13	5	10						72.00	10.29	11.42	12.17
J	New Hires	4	1	5	15	9	7	11						52.00	7.43	9.92	11.75
K	Promotions	4	3	8	2	5	3	2						27.00	3.86	3.83	3.83
L	Lateral Transfers	0	4	3	3	3	0	0						13.00	1.86	0.33	2.08
M	Demotions	0	1	1	0	0	0	1						3.00	0.43	0.50	0.33
N	Employees Successfully Completing Probationary Period	4	7	11	7	7	2	2						40.00	5.71	7.42	9.58
O	(1) Average Cost Per New Hire	\$5,199	\$1,378	\$26,108	\$35,978	\$25,061	\$9,007	\$50,459						\$153,191	\$21,884	\$27,568	\$31,917
Separations & Turnover																	
P	Total Separations from Employment (Headcount)	13	16	12	7	6	4	12						70	10.00	8.58	10.00
Q	Voluntary Separations	12	16	10	7	4	4	11						64	9.14	7.92	8.75
R	Involuntary Separations	1	0	2	0	2	0	1						6	0.86	0.67	1.25
S	Turnover (Entire District)	1.92%	2.44%	1.85%	1.06%	0.90%	0.60%	1.82%						10.56%	1.51%	1.26%	1.54%
T	Turnover (Without Page Positions)	1.80%	1.06%	1.08%	0.90%	0.60%	0.60%	1.05%						7.09%	1.01%	0.74%	1.06%
U	Annualized Twelve Month Turnover (Entire District)	23.01%	26.12%	24.82%	21.80%	19.60%	17.53%	18.10%						NA	21.57%	15.06%	18.47%
V	FTE Vacancy Rate (Open FTEs) / (Total Filled FTEs + Open FTEs) (Source: SHRM 2020)	10.88%												NA	10.88%	15.88%	NA
W	Average Years of Service (Voluntary Separations)	7.8	4.00	1.1	2.97	1.59	1.61	9.89						NA	4.14	6.48	5.71
X	Average Years of Service (Involuntary Separations)	0.4	0.00	0.48	0.00	1.00	0	0.26						NA	0.31	0.55	1.09
Training & Talent Development																	
Y	Employee Attending New Hire Orientation	4	0	4	7	9	6	11						41.00	5.86	9.25	11.58
Z	Total Employee Training Encounters	241	276	154	192	63	343	243						1,512	216	177.42	149.67
AA	Virtual	50	78	40	113	26	53	73						433	62	82.50	33.42
BB	Live On-Site	168	178	104	74	34	282	160						1,000	143	81.50	108.33
CC	External Conferences	23	20	10	5	3	8	10						79	11	13.42	11.17
DD	Total Training Cost	\$84,962	\$7,675	\$12,062	\$11,161	\$3,922	\$8,523	\$13,874						\$87,178	\$12,454	\$9,080	\$8,886
EE	Total Tuition Reimbursements	\$0	\$3,360	\$0	\$0	\$0	\$11,058	\$20,514						\$34,932	\$4,990	\$2,615	\$3,707
FF	Undergraduate	\$0	\$1,360	\$0	\$0	\$0	\$2,000	\$1,983						\$5,343	\$763	\$167	\$120
GG	Graduate	\$0	\$2,000	\$0	\$0	\$0	\$8,400	\$18,530						\$28,930	\$4,133	\$2,281	\$3,222
GG2	Certification	\$0	\$0	\$0	\$0	\$0	\$658	\$0						\$658	\$94	NA	NA
HH	(2) Annual Required Compliance Training Completion	99.00%	98.00%	99.85%	98.68%	100.00%	65.00%	99.00%						NA	94.22%	NA	NA
Benefits & Wellness																	
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	3	3	2	1	1	1	2						NA	2	0.00	0.00
JJ	Total Leave Hours Utilized	240.00	240.00	160.00	80.00	80.00	80.00	160.00						1040.00	148.57	113.00	115.00

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

Reserve = Yellow

(2) January 24- Begins new compliance training cycle.

* Annual



ITEM VI.A.1.

AGENDA ITEM

MARCH 13, 2025 MEETING OF THE BOARD OF TRUSTEES

Agenda Item #VI.A.1.:

Discussion and possible Board action regarding authorization to extend the appointment of the District's current auditor, HintonBurdick, CPAs and Advisors, for one year, for the fiscal year ended June 30, 2025.

Background:

Nevada Revised Statutes (NRS 354.624) require the Board of Trustees to designate its auditor or firm no later than three months before the close of the fiscal year for which the audit is to be made. In February 2022, the Board approved HintonBurdick as the District's auditors. The Request for Proposals called for an initial appointment for auditing services for the year ended June 30, 2022, with four one-year renewal options.

HintonBurdick's fees for the fiscal year ended June 30, 2024, were \$57,250 for audits and GFOA assistance for the District, and \$5,500 for any required Federal Financial Assistance audit reports and procedures.

The proposed fee for the financial audit and GFOA assistance for the fiscal year ended June 30, 2025 will be \$58,950. The proposed fee for required Federal Financial Assistance audit reports and procedures will be \$5,750. The HintonBurdick total cost for these audits, including expected out of pocket expenses up to \$570, will not exceed \$65,270.

Recommended Action:

Motion to authorize staff to sign the agreement to appoint HintonBurdick, CPAs and Advisors, for auditing services for the fiscal year ended June 30, 2025.