

## ITEM III.

**PROPOSED AGENDA  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
Board of Trustees' Meeting  
May 22, 2025**

DATE: Thursday, May 22, 2025

TIME: 5:00 p.m.

PLACE: East Las Vegas Library  
2851 E Bonanza Rd  
Las Vegas, NV 89101 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](mailto:boardcomments@lvccld.org). The email must include the commenter's name, legal address, and the agenda item that is being commented on. Email comments are limited to 500 in words in length and 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, April 10, 2025 \(transcript\)](#)
- B. [Special board Meeting, April 25, 2025 \(transcript\)](#)

- 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. [Business Strategies 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 approval to purchase a replacement vehicle from Ford Country, based on previously bid contract rates of the State of Nevada \(Bid No. 8475\).](#)

B. Regular Agenda

- 1. [Discussion and possible Board action regarding contract awards for the purchase of furniture, shelving, and accessories for the West Las Vegas Library.](#)

2. [Public Hearing on the Las Vegas-Clark County Library District Tentative Budget for Fiscal Year 2025-2026.](#)
3. [Discussion and possible Board action to adopt the Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2025-2026.](#)

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 Risk Management Committee meeting will be held on Thursday, June 12, 2025, at 4:00pm. Location: Centennial Hills Library, 6711 N Buffalo Dr, Las Vegas, NV 89131.

The Nominating Committee meeting will be held on Thursday, June 12, 2025, at 4:30pm. Location: Centennial Hills Library, 6711 N Buffalo Dr, Las Vegas, NV 89131.

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.

The July Board meeting will be held on Thursday, July 10, 2025, at 5:00pm. Location: Rainbow Library, 3150 N Buffalo Dr., Las Vegas, NV 89128.

The September Board meeting will be held on Thursday, September 11, 2025, at 5:00pm. Location: Windmill Library, 7060 W Windmill Lane, Las Vegas, NV 89113.

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](mailto:boardcomments@lvccld.org). The email must include the commenter's name, legal address, and this agenda item. Email comments are limited to 500 in words in length and 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.

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XII. Adjournment

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

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

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

Pursuant to NRS 241.020, this item has been properly noticed and posted online at the Las Vegas-Clark County Library District website, [www.lvccld.org](http://www.lvccld.org) and at Nevada Public Notice at <https://notice.nv.gov>. Written notice of the meeting of the Las Vegas-Clark County Library District Board of Trustees was given on Friday, May 16, 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. Las Vegas-Clark County Library District website  
[www.lvcclld.org](http://www.lvcclld.org)

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

D. Live Stream Connection information:  
<https://www.youtube.com/live/iPKtVEQI7dk> or

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

LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES' MEETING AT  
WEST LAS VEGAS LIBRARY AND VIA ZOOM  
THURSDAY, APRIL 10, 2025

\* \* \* \* \*

[Meeting began at 5:04 p.m.]

VICE-CHAIR ROGERS: All right. I think we're ready to get started. We'll go ahead and officially call the meeting to order. I'm showing 5:04. And we will start with our roll call followed by the Pledge of Allegiance. Debbie, could you lead us in roll call?

MS. LEE: Sure. Chair Waugh.

[No heard response.]

MS. LEE: Doctor Rogers.

VICE-CHAIR ROGERS: Present.

MS. LEE: Secretary Jiron.

[No heard response.]

MS. LEE: Treasurer Whiteley.

TRUSTEE TURNER WHITELEY: Present.

MS. LEE: Trustee Sanchez.

TRUSTEE SANCHEZ: Here.

MS. LEE: Trustee Dutkowski.

TRUSTEE DUTKOWSKI: Present.

MS. LEE: Trustee White.

TRUSTEE WHITE: Here.

MS. LEE: Trustee Williams.

TRUSTEE WILLIAMS: Present.

MS. LEE: Trustee Jones.

TRUSTEE JONES: Present.

MS. LEE: Trustee Fiedler.

TRUSTEE FIEDLER: Here.

MS. LEE: We have a chair -- a quorum.

VICE-CHAIR ROGERS: Thank you. All right. Let's stand  
up to --

[PLEDGE OF ALLEGIANCE.]

VICE-CHAIR ROGERS: All right. Do we have anyone  
signed up for public comment?

MS. LEE: No, we do not.

VICE-CHAIR ROGERS: Yeah. We will go to our first  
agenda item, which is a motion to approve the agenda.

UNIDENTIFIED SPEAKER: So moved.

VICE-CHAIR ROGERS: Do we have a second?

TREASURER TURNER WHITELEY: Second.

VICE-CHAIR ROGERS: Any discussion?

[No heard response.]

All right. All those in favor say aye.

[ALL BOARD MEMBERS WERE IN AGREEMENT]

VICE-CHAIR ROGERS: Any opposed?

[No heard response.]

All right, motion carries.

And then let's go to approval of the Minutes for the

Finance and Audit Committee Meeting for February 6, 2025. I mean, February 6, 2025. Can we do those as a bundle, Jerry, or do we need to do those one at a time? Each of the --

COUNSEL WELT: One at a time.

VICE-CHAIR ROGERS: Okay. Do we have a motion to approve the Finance and Audit Committee Meeting Minutes for February 6th, 2025?

TREASURER TURNER WHITELEY: So moved.

VICE-CHAIR ROGERS: Do we have a second?

TRUSTEE WHITE: Second?

VICE-CHAIR ROGERS: Any questions?

[No heard response.]

All right. Call further questions, all those in favor say aye.

[ALL BOARD MEMBERS WERE IN AGREEMENT]

VICE-CHAIR ROGERS: Any opposed?

[No heard response.]

All right. Motion carries.

Next, do we have a motion to approve the Regular Board Meeting Minutes for March 13th, 2025?

UNIDENTIFIED SPEAKER: So moved.

VICE-CHAIR ROGERS: Do we have a second?

UNIDENTIFIED SPEAKER: Second.

VICE-CHAIR ROGERS: All right. Any discussion?

[No heard response.]

All those in favor, say aye.

[ALL BOARD MEMBERS WERE IN AGREEMENT]

VICE-CHAIR ROGERS: Any opposed?

[No heard response.]

Okay. Motion carries. Minutes approved.

And then we will start with the Chair's Report, which is me. I know Nate sent out an e-mail. I don't know if many of you know, but Nate is in Carson. He had to have a procedure, so he's there recovering. So we just want to continue to wish him well. And I know we have some Board members who were -- whose terms were renewed, so we want to congratulate Kate.

And then also we want to welcome our new Board members. So maybe we'll let each of our Board members maybe introduce themselves and we just welcome you to the Board.

TRUSTEE FIEDLER: Hi.

VICE-CHAIR ROGERS: We'll start to my left.

TRUSTEE FIEDLER: Brittany Paloma Fiedler. I am a born and raised Las Vegas. My first library job was actually as a page at the Clark County Library and now I am a tenured professor in the university library at UNLV. And I'm very excited to be here.

VICE-CHAIR ROGERS: Welcome. All right. You're up.

TRUSTEE WILLIAMS: I thought I did it last time.

VICE-CHAIR ROGERS: Oh, did you?

VARIOUS TRUSTEES: Yes.

TRUSTEE WILLIAMS: Yeah. Asha and I did our --

VICE-CHAIR ROGERS: Okay. All right. Well, I think we're

all set.

So -- and I know that I was reminded this is Library Week, so we just want to make sure we continue to support our libraries and, you know, we know the important role we play in our various communities, nationally and globally, and many communities really depend on this very vital and important resource to be able to do just the basic things that many of us take for granted in our daily lives.

So we just want to thank all of our library affiliate staff and volunteers and partners that do what you do to make it possible for so many in our community to be able to access these important resources and thrive. So we appreciate all that you do every day.

And so next we will see -- do we have anyone present from the Las Vegas County Library Foundation?

All right. I see Fred coming down.

DIRECTOR JAMES: Good evening, especially to the new Board Trustees. It's a great Board to be on.

I'm here on behalf of Chairperson Felipe Ortiz. He was unable to make it tonight. So basically, we just wanted to update you regarding the contract that we have -- that we're still working on, but I believe that it should be done completely soon. Jerry probably has an update on that.

We're working also on the job description for our CEO of the Foundation. We expect that to be done probably before July 1st. And those are the things that we're working on right now. And

we're meeting with our Board in the next Board meeting and at that next Board meeting hopefully we talk about the -- approve the job description and basically the salary. Are there any questions?

VICE-CHAIR ROGERS: Let's see, Trustee Sanchez.

TRUSTEE SANCHEZ: Yes, thank you.

Hi, Fred. How are you?

DIRECTOR JAMES: I'm doing well. How are you doing?

TRUSTEE SANCHEZ: Good, good. So how has the conversations been going with the Board members regarding the transition? Are they supportive of it? Do they have any questions regarding it? What's the general consensus?

DIRECTOR JAMES: The Foundation in general is positive about what's going on. It's taking longer than we had hoped. It's taking longer than we had hoped, so we're hoping that -- to be able to wrap up -- we were hoping to have the contract wrapped up before the signing of the last New Market Tax Credits that we're part of.

TRUSTEE SANCHEZ: So you're saying that you think that you're going to have the job description and the salary range? And when's your next Foundation meeting?

DIRECTOR JAMES: It says May, but --

TRUSTEE SANCHEZ: May.

DIRECTOR JAMES: -- we might have one in -- we'll probably have one next month in May.

TRUSTEE SANCHEZ: Okay. Thank you.

TRUSTEE WHITE: Could you explain the portion about the New Markets Tax Credit?

DIRECTOR JAMES: Well, the Foundation -- because the Library District is a government entity, you cannot, as a government entity except New Market Tax Credits. The Foundation was in -- had been created decades before, and in order for the Foundation to be -- to accept New Market Tax Credit or be a part of it, we had to get a law changed up in Carson City.

And the law allows the Foundation to, on behalf, become an intermediary. We get the funds and then we give it back to you. So that's all we have to do. I mean, we don't do anything else other than that. Without us, you couldn't do -- without us or any other nonprofit, you could not do this.

TRUSTEE WHITE: So but it's not going to hold up the library building.

DIRECTOR JAMES: Oh, no, no, no.

TRUSTEE WHITE: Okay.

TREASURER TURNER WHITELEY: No. For --

TRUSTEE WHITE: All right.

DIRECTOR JAMES: We're on the same page with that.

TRUSTEE WHITE: Oh, okay.

TREASURER TURNER WHITELEY: For clarity's sake, the New Market Tax Credit Agreement is already signed and done. The operating --

DIRECTOR JAMES: We have --



TREASURER TURNER WHITELEY: -- agreement is what you're talking about, which is separate --

DIRECTOR JAMES: We have nothing to do with that.

TREASURER TURNER WHITELEY: Right. Yeah, the operating --

DIRECTOR JAMES: We --

TREASURER TURNER WHITELEY: -- agreement is a separate --

DIRECTOR JAMES: We have --

TREASURER TURNER WHITELEY: -- agreement.

DIRECTOR JAMES: We can only -- sign the agreement. The money has to come through us. If we don't transfer the money, nothing happens. So you do all the signing, the paperwork, we do all the transfers. It comes to us and then we transfer it back to you.

TRUSTEE WHITE: I understand. And there is no hesitation --

DIRECTOR JAMES: No.

TRUSTEE WHITE: -- no obstacle --

DIRECTOR JAMES: None.

TRUSTEE WHITE: -- nothing --

DIRECTOR JAMES: None.

TRUSTEE WHITE: Okay.

DIRECTOR JAMES: This is a great program that we put together when I was Chief Financial Officer. I'm a big proponent of

New Market Tax Credits.

TRUSTEE SANCHEZ: Can you tell me how much the Foundation, through New Market Tax Credits, is giving towards the new library? I think -- I don't want to guess. I think I have the number --

DIRECTOR JAMES: We --

TRUSTEE SANCHEZ: -- but I want to --

DIRECTOR JAMES: We're not giving anything.

TRUSTEE SANCHEZ: No, no, no. I'm saying that -- how much is being received --

DIRECTOR JAMES: Floresto --

TRUSTEE SANCHEZ: -- for the new --

DIRECTOR JAMES: -- your Chief Financial Officer --

VICE-CHAIR ROGERS: Yeah, we'll defer to --

MR. CABIAS: Thank you, Vice Chair.

VICE-CHAIR ROGERS: -- Floresto to answer that exact question on the amounts.

MR. CABIAS: Yeah. Trustee Sanchez, I believe you're asking how much the net benefit overall will be for the Library District's West Las Vegas project, which we've already secured \$6.5 million in funding from the first round of federal funds and we're seeking another \$6 million in funding in both federal and state funding.

And the Library District as a sponsor of the West Las Vegas project makes a contribution into what we call the New

Markets Investment Fund to be also passed on to the Library District Foundation, who then makes a loan to another nonprofit corporation that I'll be explaining in a little more detail later on the agenda.

I think this is good timing because I wanted to give an update to -- or provide more information for the newer Trustees here. But I hope that answers your question as far as the Foundation plays the role of a passive entity, a channel for which the District can invest funds into the New Markets Program, which yields the net benefit of up to \$13 million total going through a complicated tax structure that involves our affiliates, our partners like the Library District Foundation and the other nonprofit corporation that Mr. James is alluding to known as the QALICB. And again, I'll speak more --

TRUSTEE SANCHEZ: Yeah.

MR. CABIAS: -- to that, but is that the --

TRUSTEE SANCHEZ: Yep. That's the information.

MR. CABIAS: -- information you're looking for?

TRUSTEE SANCHEZ: Yep.

MR. CABIAS: Okay.

TRUSTEE SANCHEZ: Thank you.

DIRECTOR JAMES: So just to be clear, we're just the pass-through. We don't --

TRUSTEE SANCHEZ: No, I understand that.

DIRECTOR JAMES: Okay.

TRUSTEE SANCHEZ: But I also understand that the Library District would not be able to receive those funds if the Foundation was not here because you cannot -- I don't believe the Library District can receive New Market Tax Credits without the Foundation.

TREASURER TURNER WHITELEY: Well, without --

TRUSTEE SANCHEZ: Without --

TREASURER TURNER WHITELEY: -- a nonprofit.

TRUSTEE SANCHEZ: Correct.

DIRECTOR JAMES: With --

TREASURER TURNER WHITELEY: Any nonprofit.

TRUSTEE SANCHEZ: Correct.

DIRECTOR JAMES: And we have a --

TRUSTEE SANCHEZ: I mean, we don't have another nonprofit right now.

TREASURER TURNER WHITELEY: Correct.

TRUSTEE SANCHEZ: Yeah.

DIRECTOR JAMES: We -- it's set up so that any nonprofit can represent the Library District, and that's the way it was set up when we went up there to have the law changed. We didn't try to, you know, cap the Library to one organization. So the Library has its choice of who they would like to do this through. It's just that we're more convenient and we've done it and you're -- and the people, your investors are familiar with the Library Foundation --

TRUSTEE SANCHEZ: Yeah.

DIRECTOR JAMES: -- so those things help because we've done this twice before.

TREASURER TURNER WHITELEY: But just for clarity, the operational agreement that you guys are working on doesn't have anything to do with the current committed New Market Tax Credits Agreement, which is --

DIRECTOR JAMES: That --

TREASURER TURNER WHITELEY: -- already --

DIRECTOR JAMES: And that's correct --

TREASURER TURNER WHITELEY: -- signed and --

DIRECTOR JAMES: That's correct.

TREASURER TURNER WHITELEY: -- in process.

DIRECTOR JAMES: It should --

TREASURER TURNER WHITELEY: Perfect.

DIRECTOR JAMES: -- in my opinion, but it doesn't.

TREASURER TURNER WHITELEY: Got it. Thank you.

DIRECTOR JAMES: Are there any other questions?

TRUSTEE SANCHEZ: No, thank you. We look forward to hearing what happens at your main meeting or if you have another meeting prior to that. Thank you.

DIRECTOR JAMES: Thank you.

VICE-CHAIR ROGERS: Okay. Thank you.

All right. We will -- that will conclude the Chair's Report.

And we will transition to Agenda Item No. VI, the Library Reports, led by CFO, Floresto.

MR. CABIAS: Thanks, again, Dr. Rogers. I will present the information that Executive Director Watson wanted to bring the Board up to speed for, along with the community.

He also wanted to acknowledge Library -- National Library Week and to thank everyone here, from the Trustees to staff and the community for their ongoing support. He also made presentations to Clark County and the City of Las Vegas informing them of the Library, its operations and you know, the context that the National Library Week has with the -- with our operations.

So other than that, the Executive Director's Report is presented as is, but he also did want me to provide an overview, a brief summary of the discussion had earlier this week with the Finance and Audit Committee. Staff presented the overall figures for the preliminary budget that is due to the state of Nevada by April 15th.

And we wanted to emphasize our budget approach and how it affects our budgeting for this upcoming fiscal year due to the risks and other challenges that we're facing this fiscal year, especially with respect to federal funding. We just talked about the New Markets Tax Credit Program and the significant amounts of federal funding that is being contributed to the Library District for the West Las Vegas project.

And there are other risks involved, so I informed the Finance Committee about those risks and how it's affecting our budget approach, which hasn't changed. It's always been

conservative. We analyzed the revenues and resources coming in and from there determine how much we can spend of those available funds in order to maintain core services and continue expanding programming and other capital initiatives, for example, the West Las Vegas Library project.

And this approach has stood the test of time. It's gotten the Library District through a housing crash, a financial crisis, Great Recession. And under Executive Director Watson's leadership since the pandemic, the District has maintained its financial stability and also is building a brand-new library even in a financially challenging climate.

And I mentioned the cost controls that we will be implementing this year, which again is not new. The District is always diligent in looking at costs and like I said, balancing available resources with maintaining long term financial health and continuing to expand as I just mentioned. That's done in services and supplies. You know, that's an item that increases every year because of core contracts that increase, you know, as part of the agreements.

And we also take a close look at personnel costs. And a very good question was raised about how personnel costs are being evaluated, especially in the current year, because we're budgeting for Fiscal Year 2026, but we're also taking action in Fiscal Year 2025, to ensure that the budget will accommodate our needs for not just Fiscal Year 2026, but beyond.

And with respect to personnel costs, I mentioned that, you know, we are looking at vacant positions in particular, which is something that we can control in order to produce or make resources available for upcoming years and I wanted to clarify that there's not a hiring freeze at this time. The District always maintains a certain level of vacancies throughout the year compared to the budget.

We budget personnel cost at 100 percent, assuming that -- that assumes that all positions are filled throughout the entire fiscal year, which is not the case. There's natural turnover throughout the year and those vacancies that are available are evaluated not just to determine filling them, but how we fill them.

For example, throughout the pandemic, again, under the Director's guidance, we were being more innovative in how we utilize vacant positions. We filled them as needed, but we took the opportunity in library operations, for example, to take vacant positions and combine them or convert them to positions that better suit the programming that we're offering, which changes, you know, over time. And in some cases that provides cost savings compared to the budget.

So that's just an example of our mindset and our approach to budgeting at all times. That's our game plan for budgeting. It's just that with the circumstances we're facing today and the risks to federal funding sources, a potential economic downturn or any other emergency that is impossible to predict,



we're keeping that in mind as we continue to discuss the budget.

The Executive Director and Chief Financial Officer are the fiscal agents of the Library District and responsible for ensuring the District's financial health and that all financial operations align with the mission and again, long term financial stability, which is always the goal. And so with the Finance and Audit Committee we presented, you know, these risks and how we're addressing them in the current fiscal year.

I can take any questions.

VICE-CHAIR ROGERS: Any questions for the Executive Director's report?

Trustee Sanchez.

TRUSTEE SANCHEZ: Thank you.

Speaking about the budget, you had said that you guys -- that the Library has right now has 72 vacant positions, and that if you hold those positions until June 30th, we would have a savings of \$4.5 million. So my question to you is knowing that the CT Tax, you know, is -- we don't know where it's going to be in the future, at what point -- and I -- and right now things are good. At what point do we as a Board need to know -- like what -- at what -- what is the triggering point where you say, okay, you know what, things are a little strange?

I know that at your Finance meeting, you had said that some of the numbers were not entirely correct because they had not finished or for whatever reason, there was some cycle problem

with getting you the numbers, you know, for the entire term. And so I just want to be proactive and I'm just asking you, what is that trigger?

MR. CABIAS: Yes, thank you, Trustee Sanchez, that's a great question. And we discussed it somewhat in the Finance Committee meeting in that -- again, just quickly going back to our budget approach, another element of the budget is to ensure there's a certain amount of reserves available for these types of challenges. It got us through the pandemic era and that was a clear example of a trigger. We knew that the economy was going to shut down for who knows how long, and that those sales taxes would not only come in under, but would fall off a cliff, which is what happened.

And so again, that's the extreme example of we, staff, came to the Board to ask for approval of a Voluntary Employee Separation Program, which encouraged long term employees to separate or retire from the District. That produced a savings in our reserve, and we broke even quickly, fortunately, there. But that's the type of action that would be brought to the Board. Chair Waugh, actually, you know, asked about that specific example.

Here, even though we are facing risks, and we don't know the trend in sales tax to your point because of, you know, technical difficulties with the state's reporting system, we still can make a forecast and expect the CTX to stay flat. This is also based on data that the state was able to provide.

But in the event that, as we go along month-to-month that these sales tax revenues drop even more significantly, again, the Executive Director, you know, the Chief Financial Officer and administrative team will take a closer look at our spending and that's where we may consider things like not filling positions in order to generate savings. That's what we did when the VESP, the Voluntary Employee Separation Program was implemented.

But because of our healthy reserve, we are able to withstand some of the risks that we're facing, a \$6 million loss in federal funding would be extreme. Like if something like that happened and executive orders prevented us from collecting the remaining amount available for the New Markets Program, that wouldn't stop the West Las Vegas project from being completed because, again, we're prepared for these types of financial challenges.

But it would affect capital initiatives down the road and that's where we would be monitoring the climate, you know how are revenues coming in now? What does our fund balance look like? And again, going back to a reserve is ensured or planned for in the budget to make that available. It's difficult to determine if there are any other trigger points that would take us -- would encourage the District to take more action and to come to the Board, but we would continue reporting, you know, as always.

TRUSTEE SANCHEZ: For the record, what is the amount of the reserve?

MR. CABIAS: It is budgeted at 15 percent of total expenditures. That's a rule of thumb that staff has considered a safe reserve. In the past, the Government Accounting Standards Board, you know, provides guidance on this and it used to be 5 percent, but that's at a time when the financial climate wasn't nearly as challenging as it has been. During the pandemic, we actually maintained a 20 percent reserve of total expenditures and that in recent years has amounted to \$15 million.

And again, the budget is designed to be conservative, so it is crafted to produce a 15 percent reserve of about \$50 million, but we expect savings, so it's conservative in that -- in the example of personnel costs, we budget 100 percent, but we expect vacancies; we can control how they're filled and we can manage the amount of savings compared to the budget there.

TRUSTEE SANCHEZ: Thank you.

MR. CABIAS: You're welcome.

VICE-CHAIR ROGERS: Any other questions?

[No heard response.]

I know our -- Floresto had one other update, but I want to also just open up to see if there were any reports that any other Trustees wanted to pull to ask any questions?

TRUSTEE SANCHEZ: I wanted to talk about the Human Resources Report, if possible.

VICE-CHAIR ROGERS: Let's pull it.

MR. SERPICO: Good evening, Vice-Chair Rogers, Director

Cabias, Trustees. Jeffrey Serpico, for the record, Director of Human Resources.

TRUSTEE SANCHEZ: Good evening. How are you?

MR. SERPICO: How are you doing?

TRUSTEE SANCHEZ: Good. So I had a question because, you know, I sat in on the budget meeting. I wanted to ask you, how are we going as far as -- are we -- right now you have positions and it's not that they're on hold or anything like that, but I guess my question is, is I saw that there was a business and development position and I was wondering if you could tell us more about that position and what the salary is on that.

The Director of Business and Development, which is a new position, but it's not development, it's --

TRUSTEE SANCHEZ: Okay.

MR. SERPICO: -- business strategy and planning. It replaced the Director of Development. That position based on organizational need. I believe the salary range is around 136 to 181, which is the same as the Director of Development. And you'll hear a little bit more about that position as Floresto introduces the person who filled the position.

TRUSTEE SANCHEZ: Okay. Thank you.

MR. SERPICO: Okay. And the job description is also available online too.

TRUSTEE SANCHEZ: Thank you.

MR. SERPICO: Okay.

MR. CABIAS: And I would like to introduce that new member of the administrative team now; that would be Doctor Roslyn Dean. She was previously the regional manager under library operations, and she is now the new Business Strategies and Planning Director. She brings to the District a wealth of knowledge and experience and her credentials are very impressive. But I'll let the Doctor Dean tell you a little bit more about herself and her vision for business strategies and planning. Roslyn, welcome and congratulations.

DR. DEAN: Thank you.

So, again, for the record, I'm Doctor Roslyn Dean and I am the new Business Strategies and Planning Director. So I did want to give you a little bit of information or tell you a little bit about my background and to keep it kind of concise, I'm going to go ahead and read it to you.

So with over 21 years of experience in the library industry, I bring a comprehensive and diverse background in public service and library operations. Prior to assuming my current role as Business Strategies and Planning Director, I served as the Library Operations Regional Manager with the Library District for more than three and a half years. Before joining the Library District, I was the Community Engagement Manager for the Broward County Library, where I led initiatives to strengthen library and community connections.

My library industry career began on the technology side

where I spent 14 years progress -- in progressively responsible roles with an integrated library system software development company. During that time I trained library professionals worldwide, including here in the United States, in Spain, Singapore, Australia, the UK, and Canada, on the implementation and optimization of integrated library systems.

My 28-year career is a 360-degree reflection of my lifelong commitment to public service. I began my career as a middle school teacher in a Title I school. I later taught adult literacy as an Adult Basic Education and GED instructor. I also served as a program director for Child Abuse Prevention Agency. I worked as an outreach coordinator for the Florida State University College of Medicine, where I recruited middle and high school students to mentor and tutor them in math and science well before STEM was an acronym.

I am enthusiastic about shaping the future of this role and contributing to the continued growth and impact of the Library District and service to our community.

So to tell you a little bit about the direction of the role. So currently there is the Grants Development Coordinator who oversees our grants; that will move under this department. And then we also plan to have a government affairs position that will cover some of the role that was -- or some of the things that the previous development director did in terms of staying connected to our local, state and federal entities in terms of making sure we're

advocating for the Library District and keeping abreast of what's happening in those arenas, as well as in the community. And then there's a third part, which is the newest part of this role, which I've -- we've defined as organizational oversight.

So under organizational oversight, we will look at operational efficiency, we'll look at change management processes, we'll look at organizational waste and how we can improve that as we're talking about the budget. So those are some of the things -- and of course the most important part is the strategic plan.

Any questions for me?

VICE-CHAIR ROGERS: Any questions, Trustees?

TRUSTEE SANCHEZ: No, I just want to say welcome aboard.

DR. DEAN: Thank you so much.

VICE-CHAIR ROGERS: Yes, welcome and looking forward to what you produce in your new role.

DR. DEAN: Thank you. Appreciate it.

TREASURER TURNER WHITELEY: Thank you for your service so far to the District.

DR. DEAN: Thank you.

VICE-CHAIR ROGERS: And then I would -- any Trustees want to call any other reports?

TREASURER TURNER WHITELEY: Can we have the -- BAM, I guess and Community? I don't know. I don't know. It kind of goes to everyone, but I just feel like we would be remiss if we did



not acknowledge the 60th anniversary of the District and the incredible work from programming to operations, events to marketing, to earned media coverage that you guys succeeded in achieving for the District.

I was especially heartened to see that that coverage not only resulted in this really awesome cover story on the Las Vegas Weekly, which is terrific. It's vibrant. It shows so much about the District. As a communications professional, I couldn't be happier with the way that this turned out and I hope you guys are as well.

I also want to extend a special shoutout to you guys for being outside of Las Vegas. It was really cool to see some clips coming from Laughlin and really talk about the services that we're giving to the people that are living down there. I think that's really important. And then to the Ops Team -- also the events, the 6th through the 12th were fantastic. My kids and I enjoyed them. And then the memory lab is something interesting.

I'm always heartened by following along the social media honestly and seeing all the programming that's happening everywhere. If anyone in Las Vegas is bored, they are not following us on Instagram. So thanks, everyone. Really great job.

VICE-CHAIR ROGERS: All right. Well, I would like to call Mr. Vino to just give us -- not necessarily pull anything from your report but just if you just give us a verbal update on how our new library is progressing?

MR. VINO: West Vegas is -- it's been, knock on wood,

progressing on schedule. We are on schedule to be substantially complete in October. We've had no hiccups with deliveries or impact in the supply chain. We have one ongoing issue that is very topical I guess you would say. It's time -- we've ordered our LED sign and we -- I've delayed the delivery of the LED sign until the tariffs have been worked out. Right now we would owe a substantial amount of money if our LED sign was to land in California, based on the current tariffs. So we have time. We really don't need it until June/July.

So it's just something we're monitoring, but it's -- other than that, you know, CORE has been great to work with the whole team, everybody working on the site. Happy to give tours too, if everybody -- anybody would like to come by, we would appreciate it. It's good to see it now as, you know, the walls are up, sheet rock's up, we're actually painting, tiles going in. You know, we're getting to that point where you really get the feel of the library itself.

We're out with -- bids for the furniture and equipment went out this week. So we're dealing with that portion of the project, which is really the last big hurdle for the project itself, getting that in place. I'm not trying to whitewash it; it actually is moving along at a pretty good pace.

VICE-CHAIR ROGERS: Thank you, Mr. Vino. Great job managing the project. Oh.

TREASURER TURNER WHITELEY: Is there any concern --

you mentioned the tariffs on the LED sign. I know that we've built in contingency lines for those, but is there any concern as other pieces start to come in that these tariffs are going --

MR. VINO: All our other pieces --

TREASURER TURNER WHITELEY: -- to have a negative effect?

MR. VINO: -- are in place.

TREASURER TURNER WHITELEY: Okay.

MR. VINO: Our bigger equipment we ordered in advance of the project. So, you know, our big air conditioning systems, everything's in place. There's no big dollar items, other than the LED sign and the LED sign isn't -- you know it's a big number, but it's not anything that's -- would break the bank. It's just kind of annoying at this point. We're --

TREASURER TURNER WHITELEY: Yeah.

MR. VINO: -- just going to wait and see.

And then we have to anticipate six weeks out. So it's not when I order it to be delivered, it's when it lands. So we anticipate -- we're just going to wait a little bit of time. We have the time to just kind of monitor where things are, and we'll order it at the appropriate time.

TREASURER TURNER WHITELEY: Thanks for keeping tabs on that.

MR. VINO: No, no, thank you.

TRUSTEE SANCHEZ: I wanted to ask, where is the LED

coming from?

MR. VINO: It's -- I just found out, I guess it's manufactured in China.

TRUSTEE SANCHEZ: Okay. And then my other question is regarding the furniture, are you ordering it in the country or is it going to come from somewhere else?

MR. VINO: It's -- I did check today, almost all of it is -- it's from all over. It's 20 different -- 22 different bid groups, but most of it is manufactured in the United States, so we don't anticipate any delays or any issues along those lines with --

TRUSTEE SANCHEZ: For additional costs.

MR. VINO: -- the furniture. Additional costs, tariffs --

TRUSTEE SANCHEZ: Right. That's what I was asking.

MR. VINO: -- coming in, yeah.

TRUSTEE SANCHEZ: Okay.

MR. VINO: Yes.

TRUSTEE SANCHEZ: Very good. Thank you.

VICE-CHAIR ROGERS: All right. I do encourage my fellow Trustees to go and take advantage of when they do those weekly tours.

MR. VINO: Yeah. They're every Tuesday, if that's convenient. If not, just let me know. Happy to make special arrangements. It's worth a half hour to walk around and I love showing it off, so just let me know.

VICE-CHAIR ROGERS: Thank you --

TRUSTEE SANCHEZ: Thank you.

VICE-CHAIR ROGERS: -- Mr. VINO.

MR. VINO: Thank you, guys.

VICE-CHAIR ROGERS: Oh. Trustee?

TRUSTEE WHITE: Before you leave, if we have no more questions on this library, I have a question on the Good Springs Library.

MR. VINO: Uh-huh.

TRUSTEE WHITE: That's close to my heart. It looks as if the plans have changed.

MR. VINO: No, no. We closed, actually -- we own the property, effective April 2nd. We're moving forward with the county. It's going to be a process. I don't really have at this point a timeline for the conversion. It has its own challenges. We'll have to buy some water rights. We'll have to convert to commercial property versus residential.

Again, nothing that is earth shattering. It's just a timeline to work through with the county. They've been great to work with so far and you know, we'll just -- just started the process since this is our first week owning it, but the intent is to open it up. You know, it's residential so it has three bedrooms. We'll keep one of the bedrooms for a staff office. We have to create an ADA restroom and then we'll probably open up the space to create makerspaces. We'll have a youth area. We'll have -- be able to have a makerspace area. We'll have to put ADA porches in and -- you know, along the

front and a parking lot.

But, you know it's -- we've already started that whole process. It's -- again, it's just a process. So I hope in six months -- I will certainly keep the Board informed monthly in my Board report. And if I can, I'm -- in May if we have some drawings, I'll bring them forward and show you what our plans are for the property as well.

TRUSTEE WHITE: Thank you so much.

MR. VINO: Sure thing. Sure.

TRUSTEE WILLIAMS: Yes, I have a a quick question. You mentioned Tuesday, but you didn't mention what time. Are you there all day or is there a specific time?

MR. VINO: I'm there usually from 8:00 to 11:00, but anytime, you know? We have a standard construction meeting from 9:00 to 10:00, and then we typically do tours right around 10:00, but just let me know.

TRUSTEE WHITE: Okay. Thank you.

MR. VINO: Thank you, Trustees.

VICE-CHAIR ROGERS: Thank you, Mr. Vino.

All right. Do we have any other questions related to any other reports?

[No heard response.]

All right. That was for information only. We will transition to our new -- our unfinished business. I don't think we have anything listed there. So we'll go to ---

COUNSEL WELT: You do have to accept -- you have to

accept the reports.

VICE-CHAIR ROGERS: Oh, do we have a motion to accept the reports as presented?

TRUSTEE SANCHEZ: So moved.

VICE-CHAIR ROGERS: Do we have a second?

TRUSTEE WHITE: Second.

VICE-CHAIR ROGERS: Any questions?

[No heard response.]

All right. All those in favor, say aye.

[ALL BOARD MEMBERS WERE IN AGREEMENT]

VICE-CHAIR ROGERS: Any opposed?

[No heard response.]

All right, motion carries. Reports are accepted. Thank you, Counselman Welt.

We will go to Unfinished Business. We don't have any items under Unfinished Business, which leads us to Agenda Item No. VIII, New Business. And we can do the consent agenda. We can do all four -- 1, 2, 3, all three items as one consent if there are no concerns; otherwise we can do them one at a time.

TRUSTEE SANCHEZ: I don't have any concerns, but I do have a question on No. 3, which is discussion and Board action regarding authorization for staff to negotiate and execute a lease with the Bureau of Land Management for the site development at Hollywood Park. I just would like some information on that, please.

MR. VINO: Good evening, again. John Vino, General

Services Director. I could answer.

TRUSTEE SANCHEZ: Yes, if you could just go over some background and kind of where you're at with it. I mean, I know that you're going to negotiate a lease. Is the lease coming back to us or are you just negotiating it? And just give us some background?

MR. VINO: The agenda item is strictly a request from the BLM for Board support for the project itself. This is something we've been working on since before 2001 -- 2021, sorry. It's just been a process. The past facilities mass report on our strategic plan identified that area as kind of a need. Our Sunrise Library is overloaded in terms of its patron base versus its square footage.

So this is an area we've been looking at. Actually, Trustee Ortiz was instrumental. We had looked at quite a bit of properties. We identified these 12 acres owned by the BLM quite a few years ago. Started the process. We've been just working through the different requirements that they've had. My -- I'm hoping actually that this is the last one. Our lease is typically \$5 a year, so it's not a financial obligation. Our obligation there is to have a development plan and work with BLM.

This would come to the Board more in terms of when we start programming, you know we would need Board support for this to be our next project per se, when we're ready to move ahead with a new development, you know. And we would discuss with the Board, you know, why we would choose it and then the Board would have to give us permission to develop it as a full library.



This is more of a permission just to kind of secure that site so we could bring it back to the Board as one of our future development sites, which we're trying to, you know, based on our facilities master plan, there's three or four areas that we need to have future sites available.

TRUSTEE SANCHEZ: Well, I think this is a very exciting development and I just wanted to know, when you execute a lease with the Bureau of Land Management, how long is the lease typically?

MR. VINO: It's been 20 years --

TRUSTEE SANCHEZ: Okay.

MR. VINO: -- in the past. We've had quite a few, you know, successful programs with the BLM. They've been great to work with, just working through their different requirements.

TRUSTEE SANCHEZ: Okay. That was my question. Thank you so much.

MR. VINO: Sure, sure.

TRUSTEE SANCHEZ: Appreciate it.

TRUSTEE WILLIAMS: Yes. As you work through this particular project, I would really like to be very integral in the whole process. Not only do I happen to live on that side of town, I am also on the Town Advisory Board Committee up there.

MR. VINO: Great.

TRUSTEE WILLIAMS: And so -- matter of fact, we have a meeting at 6:30 tonight, so we just finished approving a substation

up there. So they just started a Metro substation near that same particular site. So it's dear to my heart, because I've lived up there for the last 20 plus years.

MR. VINO: I'm really excited. I mean this is -- it's some really great land. It's between -- you know, we're sandwiched between schools. We're right across from the park. It's -- I'm really hoping we can move forward with this and secure this and then work with the Board, you know, to either start programming or, you know, see what's next for that property.

TRUSTEE WILLIAMS: I really appreciate it because my kids attended and went to the Sunrise Library a lot so it's well overdue.

MR. VINO: If it does go through what -- the -- our next step would be asking permission to start programming. It doesn't mean that will be our next --

TRUSTEE WILLIAMS: Right.

MR. VINO: -- you know, project; that would be up to the Board, but I do have a budget line item to hire someone to do some library programs so we could, as a team, discuss, you know what is a library up in that area? What are the needs? Are we going to have multi-purpose rooms? Does it need a theater? So we would need to work really through that process and that could take a little bit of time too, so.

TRUSTEE SANCHEZ: Thank you very much.

MR. VINO: Thank you.

TREASURER TURNER WHITELEY: Yeah. The presentation that you gave us too was great. It's absolutely fascinating to look at the 2040 Branch Service Area Population Graph and just see what's ahead and knowing how far in advance you're looking at things like this is really comforting.

MR. VINO: And we do have an -- that's based on one that was created in 2017. We are and will be presenting hopefully a new demographic that we -- we're trying to see what has changed over the next ten years and we'll bring that forward to the Board appropriately.

TREASURER TURNER WHITELEY: This is just -- it's really illuminating. Thank you.

MR. VINO: Thank you.

VICE-CHAIR ROGERS: Thank you.

Any other questions for the consent agenda items?

[No heard response.]

All right. Do we have a motion to approve the items as a package?

TRUSTEE SANCHEZ: So moved.

VICE-CHAIR ROGERS: Do we have a second?

UNIDENTIFIED SPEAKER: Second.

VICE-CHAIR ROGERS: Any questions?

[No heard response.]

All right. All those in favor say aye.

[ALL BOARD MEMBERS WERE IN AGREEMENT]

VICE-CHAIR ROGERS: Any opposed?

[No heard response.]

All right. The ayes have it. Motion carries.

We will transition to Agenda Item VIII.B, our regular agenda item and we will go to -- I believe, Floresto, are you leading this?

MR. CABIAS: Yes. We just discussed the Federal New Markets Tax Credit Program and Foundation Treasurer Fred James, you know, described the role that the Foundation plays and it's an important one. And we talked about how funds from the District flows through the Foundation and the role is especially important because they are a nonprofit organization that can serve in that role as opposed to the Library District who cannot because we are a quasi-local government entity.

Another important nonprofit corporation that is a library affiliate is what we call the QALICB, a Qualified Active Low-Income Community Business. And the role of this nonprofit corporation is to actually hold title to our library projects. We previously had two other QALICBs for the East Las Vegas Library and the Mesquite Library Campus; that started seven years ago, and we raised \$6 million for East Las Vegas under this program and \$2 million for Mesquite. And after meeting the seven-year compliance period, it's for the QALICB to pass or transfer ownership of those library buildings back to the Library District.

And so -- and that happened within the last 12 months.

You know, we unwound is the term for unwinding the transaction and transferring all assets of those nonprofit corporations back to the Library District. And you can see the importance of the composition of the Board of these nonprofit corporations because it requires QALICB Board action to transfer these assets.

And you've seen the agenda item, the requirements for how those Boards are composed. There is a requirement that three of the directors of that Board are directly related individuals. In the case of the West Las Vegas QALICB, that would include Vice-Chair Rogers, Secretary Jiron and myself representing staff that is responsible for the daily management of the QALICB's operations.

Another requirement under tax law is that the remaining two directors are independent, but they can be friends of the Library. And so in this case that would be former Trustees Michael Saunders and Senator Mo Denis. These individuals have participated on other QALICBs, and again, together we took action to transfer the East Las Vegas Library and Mesquite Library Campus back to the District.

And I just emphasize that this structure, the composition of the Board, is intentional in that the parties I mentioned between myself, Doctor Rogers and Secretary Jiron makes up a voting majority. Not that we're concerned because the other individuals on the Board are friends of the Library and we've shown that this process works and that, you know, again, it's designed to -- for everyone to meet expectations.

But every year the Board of Trustees appoints the individuals of these Boards. And as I mentioned, we dissolved or are planning to dissolve the East Las Vegas and Mesquite QALICB, but the West Las Vegas QALICB will exist for another seven years to meet the compliance requirements of the New Market transactions.

So I wanted to provide that overview for the Trustees. Again, this is routine. It happens every year, but it's for the Board of Trustees to determine and review, approve the designation or appointment of these directors every year.

And so with that, staff is recommending that the Board of Trustees appoint the individuals described to the Board of Directors of the West Las Vegas QALICB.

VICE-CHAIR ROGERS: Any questions, Trustees?

TREASURER TURNER WHITELEY: I have a question. If someone on this slate is no longer a Trustee, what is the next step from that?

MR. CABIAS: Staff would bring a proposal for another director, meeting the requirements outlined here to appoint to the QALICB Board and -- similar to what we're doing now. If that happened midyear, we would ask the Board to approve appointment of a new director that meets these requirements.

TREASURER TURNER WHITELEY: Okay.

VICE-CHAIR ROGERS: Trustee White.

TRUSTEE WHITE: I don't have a question.

TRUSTEE SANCHEZ: Now I have a question.

VICE-CHAIR ROGERS: Trustee Sanchez.

TRUSTEE SANCHEZ: Do -- and forgive me for asking, but does the QALICB, do they have like bylaws or something like that so that way that's -- do they have that or is that necessary?

MR. CABIAS: Yes, it is.

TRUSTEE SANCHEZ: Okay.

MR. CABIAS: They are officially incorporated in the state of Nevada --

TRUSTEE SANCHEZ: Okay.

MR. CABIAS: -- as a nonprofit, and so they do have an Articles of Incorporation, Bylaws. And that's where these conditions for appointing Board members are outlined.

TRUSTEE SANCHEZ: Okay, great. That was my only question. I just want to make sure. Thank you.

TRUSTEE WHITE: Do we need a vote?

VICE-CHAIR ROGERS: Yes, we will need a motion to --

COUNSEL WELT: Yes.

VICE-CHAIR ROGERS: Yes, we will need a motion to appoint the slate of officers and directors detailed above to the West Las Vegas QALICB Incorporated Board of Directors.

TRUSTEE SANCHEZ: So moved.

VICE-CHAIR ROGERS: Do we have a second?

TRUSTEE WHITE: Second.

VICE-CHAIR ROGERS: Any questions?

[No heard response.]

Hearing none, all those in favor say aye.

[ALL BOARD MEMBERS WERE IN AGREEMENT]

VICE-CHAIR ROGERS: All right. Any opposed?

[No heard response.]

All right, motion carries.

And I do not believe we have anything for Executive Session, do we?

COUNSEL WELT: No, but I did want to sort of answer what Fred said. Hopefully Lauri Thomson, the Executive Director, and myself, had our last meeting today to go over our proposal and we anticipate forwarding that to the Foundation and their Counsel next week.

VICE-CHAIR ROGERS: Thank you for the update.

Any questions related to what Counselman Welt shared in terms of sort of next steps in engaging the Foundation with the agreement?

TRUSTEE SANCHEZ: No. Just that I hope that we have a -- some type of presentation at some point where, you know, we understand the intricacies of everything because I know they're working on it now, so.

VICE-CHAIR ROGERS: Yes, Trustee?

TRUSTEE WILLIAMS: Prior to that agreement, will we have an opportunity to kind of look over that? I mean, the agreement or look it over so that we can have some educated questions if we have some versus just a presentation and then



trying to figure out our questions or comments?

VICE-CHAIR ROGERS: Yeah, my understanding and expectation is that once both parties meet and reach some agreement, then that will come back to this Board as well as their Board to make sure there's a full presentation and questions and then we would obviously have to vote to approve the agreement.

TRUSTEE WILLIAMS: Okay. So we will have time to review it prior to the presentation.

VICE-CHAIR ROGERS: Absolutely. And my understanding is it's going to be sort of a two part. The first part is identifying sort of what the relationship between the two entities will be first, and then the second part of that will then be determining what financial arrangements need to be put in place to ensure that both parties are able to fulfill their responsibilities in the new agreement.

Okay. Well, we will go to announcements and just the three announcements are there. I won't read those.

Do we have anyone signed up for public comment?

MS. LEE: No, we do not.

And for the record, Attorney Welt is present via Zoom.

VICE-CHAIR ROGERS: All right. Do we have a motion to adjourn?

TRUSTEE SANCHEZ: So moved.

VICE-CHAIR ROGERS: Do we have a second?

TRUSTEE DUTKOWSKI: Second.

VICE-CHAIR ROGERS: All right. Motion carries.

Everyone, have a great rest of the night. I'm going to get to the Golden Knights game.

[Meeting concluded at 5:55 p.m.]

\* \* \* Total Meeting Run Time – 51 minutes\* \* \*

ATTEST: I do hereby certify that I have truly and correctly transcribed the audio/video proceedings in the above-entitled meeting to the best of my ability.

A handwritten signature in black ink, appearing to read "Britt Mangelson", written over a horizontal line.

Brittany Mangelson  
Mangelson Transcribing

LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
SPECIAL BOARD OF TRUSTEES' MEETING VIA ZOOM

FRIDAY, APRIL 25, 2025

\* \* \* \* \*

[Meeting began at 2:01 p.m.]

CHAIR WAUGH: So I am going to call this meeting of the  
Las Vegas -- the Special Board meeting of the Las Vegas-Clark  
County Library District Board of Trustees to order at 2:01 p.m.

Ms. Nance, could you call roll, please?

MS. NANCE: Chair Waugh.

CHAIR WAUGH: Here.

MS. NANCE: Trustee Rogers.

[No heard response.]

MS. NANCE: Trustee Whiteley.

TRUSTEE TURNER WHITELEY: Here.

MS. NANCE: Trustee Sanchez.

TRUSTEE SANCHEZ: Here.

MS. NANCE: Trustee Dutkowski.

TRUSTEE DUTKOWSKI: Here.

MS. NANCE: Trustee White.

[No heard response.]

CHAIR WAUGH: I see her but she's -- so we'll mark her  
here.

MS. NANCE: Trustee Williams.

[No heard response.]

1 MS. NANCE: Trustee Jones.

2 TRUSTEE JONES: Here.

3 MS. NANCE: Trustee Fiedler.

4 TRUSTEE FIEDLER: Here.

5 MS. NANCE: Trustee Foyt.

6 TRUSTEE FOYT: Here.

7 MS. NANCE: And we do have a quorum, Chair.

8 CHAIR WAUGH: Thank you. And please, mark anyone  
9 who isn't here as absent; excused.

10 So we'll move on to Agenda Item No. II, Public Comment.  
11 Do we have anyone signed up for public comment?

12 MS. NANCE: No, we don't.

13 CHAIR WAUGH: Okay. Well I'll close public comment and  
14 move to Agenda Item No. III, Board action to accept proposed  
15 agenda.

16 TRUSTEE FOYT: I so move.

17 CHAIR WAUGH: A motion from Trustee Foyt. Do I have a  
18 second?

19 TREASURER TURNER WHITELEY: Second.

20 CHAIR WAUGH: Second from Trustee Turner Whiteley.

21 Any discussion on the agenda?

22 [No heard response.]

23 Seeing none, all those in favor, please say aye.

24 [ALL BOARD MEMBERS WERE IN AGREEMENT]

25 CHAIR WAUGH: Opposed, no.

1 [No heard response.]

2 The agenda is accepted.

3 Agenda Item No. IV, New Business. 4.A., Discussion and  
4 possible Board action regarding authorization for staff to execute a  
5 contract with the OrangeBoy, Incorporated for direct mail marketing  
6 campaign in support of new card sign-ups and the 2025 Summer  
7 Challenge.

8 Director Ward.

9 MS. WARD: So good afternoon, Board members, Chair  
10 Waugh, Counsel Welt, Executive Director Watson. For the record,  
11 I'm Betsy Ward, Branding and Marketing Director and I really  
12 appreciate all of your time in the middle of your busy Fridays.

13 So funds are allocated in the General Fund for a direct  
14 mail marketing campaign in support of new card sign-ups and the  
15 2025 Summer Challenge campaign. OrangeBoy, Inc. is the Library  
16 District's software provider. This system is integrated with the  
17 District's catalog and provides Branding & Marketing, and all of our  
18 departments, with real-time data analytics.

19 We have been working with OrangeBoy for two years,  
20 testing small direct mailings across our service area, with great  
21 success. We are able to specifically target non-cardholder, low-  
22 income households with children, as well as those where Spanish is  
23 spoken. We are able to do this because OrangeBoy also interfaces  
24 with U.S. Census data, which allows them to pinpoint U.S. Postal  
25 addresses that we do not currently have within our library card

1 membership rolls. This allows us to target any specific  
2 demographics that we chose, as I mentioned, for example, low-  
3 income households with children, as well as those where Spanish is  
4 spoken, but in every zip code across our service area.

5 This year's campaign will build on the success of last  
6 year's campaign, which included a kids and teens brochure, along  
7 with two follow-up postcard messages, to 40,000 households at a  
8 cost of \$73,000, or \$1.84 per household. Overall, during last year's  
9 Summer Challenge campaign, we saw a 31 percent increase, year  
10 over year, in library card sign-ups.

11 And the Summer Challenge engagement results were also  
12 phenomenal. Year over year, we saw a 54.68 percent increase in  
13 Summer Challenge Registrations; a 33.84 percent increase in  
14 Completed Activities; and a 26.6 percent increase in Total  
15 Completions.

16 This year's intent is to reach a much wider swath of non-  
17 cardholder households across our service area and invite them to  
18 join us for the 2025 Summer Challenge and to sign up for a library  
19 card.

20 The scope of service with OrangeBoy, Inc. for this year's  
21 campaign includes: assistance with strategic planning; printing and  
22 mailing of our Summer Challenge kids and teens brochures;  
23 printing and mailing of two follow-up postcards; as well as a  
24 blanket of mobile ads across the Las Vegas valley, which guarantee  
25 a minimum of 500,000 impressions; plus follow-up reports that

1 track our results.

2 The District has budgeted \$148,000, which will allow us to  
3 reach 86,500 households, with three mailings per household, at an  
4 average cost of \$1.71 per household.

5 So I'm happy to take questions.

6 CHAIR WAUGH: Are there any questions for Director  
7 Ward?

8 TRUSTEE SANCHEZ: This is Elaine Sanchez. I have a  
9 question.

10 CHAIR WAUGH: Trustee Sanchez. Go ahead.

11 TRUSTEE SANCHEZ: Yes, thank you.

12 So my question is regarding the contract -- and you said  
13 you're going to be able to outreach to more people with  
14 OrangeBoy. Is there a way for us that -- if we did approve  
15 something like this, would we be able to look at the amount that's  
16 paid and then how many additional folks you were able to sign up  
17 with a library card in those zip codes that you say are difficult to  
18 reach? Is there a way for us to get a report on that afterwards so  
19 we see what the benefit is for the contract?

20 MS. WARD: Yes, absolutely. So it -- and it's not -- I just  
21 want to make sure I was clear about this, so it's not so much the zip  
22 codes that are hard to reach, it's that -- to reach people who do not  
23 have library cards. The way we speak to our card holders is  
24 through e-mail addresses. Well, we don't have those for non-  
25 cardholders and many non-cardholders may not even know what a

1 library is, or they may have a perception of library is a place where  
2 you go and you get shushed and all we have is books.

3 So what we're looking to do is break through with those  
4 people whose lives we could so dramatically improve and uplift by  
5 inviting them in and letting them know -- they may have just moved  
6 here, and they may not even know that we have such a robust  
7 library District.

8 So what we're able to do with using the census data  
9 through OrangeBoy is compare the existing addresses that we have  
10 in our system and then find the ones that we do not have  
11 specifically around zip codes around our branches. But we try to go  
12 as far out from the branch as we can like a two-mile radius if we  
13 can; you know, it depends upon how much money we have to  
14 spend, because it's a cost per item that we mail.

15 But we can absolutely provide a performance and in fact  
16 the data that I just read to you, the percentage increases that we  
17 saw between 2003, when we did not use OrangeBoy mailings, and  
18 2004, and we did, and the improvements were incredible, really  
19 dramatic. So we we're hoping for that again and we will absolutely  
20 report back.

21 TRUSTEE SANCHEZ: Okay. Because I just think that's  
22 important so then that way we --

23 MS. WARD: Yes.

24 TRUSTEE SANCHEZ: Yeah, just -- you just -- that's  
25 wonderful. Thank you very much. Appreciate it.



1 MS. WARD: And I will add that the great thing about  
2 OrangeBoy as a marketer, when I came into the Library District, I  
3 was used to the tools that we had at the advertising agency that I  
4 had been at for years and I came to learn that libraries really didn't  
5 have that ability to track performance because of the privacy issues  
6 around making sure no one knows what people are checking out  
7 and that kind of thing.

8 So this software developed by OrangeBoy was really  
9 specifically developed by librarians for librarians, and able to  
10 integrate into the catalog so that we're able to see the engagement  
11 that we get when we do a mailing, but it also shows us not so much  
12 what people are reading, but the categories like we have like  
13 bedtime stories. So we know people that fall into that category  
14 because they tend to check out children's literature.

15 So we have these segmented demographics that they  
16 provide us with, and we are really able to go deeply into those  
17 results and see how we're performing and it's just so important for  
18 marketing to have that ability.

19 TRUSTEE SANCHEZ: I agree and thank you. The other  
20 question is, is the contract is -- can you, for the record, state what  
21 the contract term is?

22 MS. WARD: I'm not sure what you mean. For this  
23 particular project?

24 TRUSTEE SANCHEZ: Uh-huh.

25 MS. WARD: Oh, it would just be for Summer Challenge.

1 TRUSTEE SANCHEZ: Okay. Thank you.

2 MS. WARD: So Summer Challenge officially begins May  
3 15th and runs through July 31st.

4 TRUSTEE SANCHEZ: Perfect. Thank you.

5 CHAIR WAUGH: Are there any other questions for  
6 Director Ward?

7 TRUSTEE FIEDLER: I have a question.

8 CHAIR WAUGH: Trustee Fiedler.

9 TRUSTEE FIEDLER: I don't know if this is in your purview,  
10 but if we are planning on increasing that many people who are  
11 participating in summer reading, are we also able to ensure that  
12 they are getting the guaranteed prizes and that proportionally the  
13 eligibility for the drawing prizes is about the same?

14 MS. WARD: Well, the more -- that's a good question. I --  
15 the more people that participate, I guess you could say that chances  
16 to win would tend to go down. But we have had many meetings  
17 about the different kinds of prizes that we're ordering, and we have  
18 a lot of prizes; different prizes, different levels. We have the Library  
19 Foundation Book Books that are available. Branding and Marketing  
20 has a whole range of prizes that we provide; tote bags, water  
21 bottles, library-branded swag, basically. So we have a lot of prizes.

22 So, you know, we certainly hope that we wouldn't run out  
23 and we would address that if it was looking like that could happen,  
24 but that would be a good problem to have.

25 TRUSTEE FIEDLER: Okay.

1 MS. WARD: We would probably go order some more.

2 TRUSTEE FIEDLER: Okay. So we didn't see that problem  
3 when we had like the big increase in 2024?

4 MS. WARD: Oh, no. No.

5 TRUSTEE FIEDLER: Okay.

6 MS. WARD: No.

7 TRUSTEE FIEDLER: Beautiful. All right. Thank you.

8 MS. WARD: Thank you. That's a good question.

9 CHAIR WAUGH: Any other questions for Director Ward?

10 TREASURER TURNER WHITELEY: I'd just like to say really  
11 quickly that I love that you're doing this. I love that you piloted it  
12 last year. I love that you saw the success, proved the success and  
13 are doubling down and reaching more people because as you  
14 know, that is my soapbox. The more people we can get through  
15 the doors, the more we can convert them into users and just show  
16 the community everything have to offer. So great job, Betsy.

17 MS. WARD: Thank you so much.

18 CHAIR WAUGH: And with that, I would entertain a  
19 motion. Don't be shy.

20 TREASURER TURNER WHITELEY: Let me just pull it up --

21 TRUSTEE WHITE: [Indiscernible.]

22 TREASURER TURNER WHITELEY: -- and get the wording  
23 right.

24 TRUSTEE WHITE: Okay.

25 TREASURER TURNER WHITELEY: Okay. So I motion to

1 authorize staff to execute a contract with OrangeBoy, Inc for a direct  
2 mail marketing campaign in support of the new card sign-ups and  
3 the 2025 Summer Challenge at a cost not to exceed \$148,000. Final  
4 contract subject to review by Counsel.

5 CHAIR WAUGH: We have a motion from Trustee  
6 Whiteley.

7 A second from Trustee White.

8 Is there any discussion on the motion?

9 All those in favor, please say aye.

10 [ALL BOARD MEMBERS WERE IN AGREEMENT]

11 CHAIR WAUGH: Opposed, no.

12 Motion carries.

13 Agenda Item No. V, Public Comment.

14 Ms. Nance, do we have anyone signed up for public  
15 comment?

16 MS. NANCE: No, we don't.

17 CHAIR WAUGH: I'll close public comment.

18 Move on to Agenda Item No. VI, Adjournment.

19 Counsel Welt, 12 minutes.

20 COUNSEL WELT: Special meeting doesn't count.

21 MS. WARD: So with that, we'll -- can I get a motion to  
22 adjourn?

23 TRUSTEE FOYT: So moved.

24 CHAIR WAUGH: A motion from Trustee Foyt.

25 Do I have a second?

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TREASURER TURNER WHITELEY: Second.

TRUSTEE DUTKOWSKI: I'll second.

UNIDENTIFIED SPEAKER: One of you.

CHAIR WAUGH: I'll pick -- I was looking at Trustee  
Whiteley when I heard it, so second by Trustee Whiteley.

Any discussion on the motion?

[No heard response.]

No. Seeing none, all those in favor, please say aye.

[ALL BOARD MEMBERS WERE IN AGREEMENT]

CHAIR WAUGH: Opposed, no.

[No heard response.]

We are adjourned at 2:14 p.m.

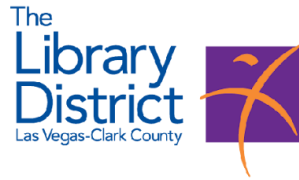
Thank you, everybody. See you in May.

[Meeting concluded at 2:14 p.m.]

\* \* \* Total Meeting Run Time – 13 minutes\* \* \*

ATTEST: I do hereby certify that I have truly and correctly  
transcribed the audio/video proceedings in the above-entitled  
meeting to the best of my ability.

  
Brittany Mangelson  
Mangelson Transcribing



## ITEM VI.A.

### MEMORANDUM

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**TO:** Board of Trustees

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

**DATE:** April 30, 2025

**SUBJECT:** Executive Director's Monthly Reports, May 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' May 22, 2025 meeting. I have supplemented this with information in the board packet and distributed to Trustees.

Presented at the Clark County Commission meeting to give library updates and to share upcoming programs and services. Also, recognized National Library Week.

Presented at the Las Vegas City Council meeting to give library updates and to share upcoming programs and services. Also, recognized National Library Week.

Met with Marianna Sarmiento, of UNLV for a follow up discussion on resources to support the School of Medicine and other joint programs.

Met with Bryan Walker of HBCU Prep School, and Rebecca Colbert to discuss potential partnership and programming.

Met with Wendy Rein to assist her with a UNLV library research project.

Attended the Teen Empowerment Summit at Whitney Library and participated in the various panel discussions with teens.

Met with Enterprise Management to discuss their services and the District's fleet (vehicle) management needs.

Held onboarding meeting with Trustee Asha Jones, of the LVCCLD Board of Trustees.

Met with legal counsel to discuss agreement between the Library District and LVCCLD Foundation.

Launched the Executive Director's Leadership Book Club, held at Enterprise Library. This book club offers staff the chance to engage in thought-provoking discussions on key leadership concepts and strategies. (Locations: Enterprise, Summerlin, West Charleston, Whitney, & Rainbow)

Met with Councilwoman Shondra Summers-Armstrong, Melvin Green, of KME Architects, and John Vino to discuss wayfinding signage and patch of new West Las Vegas library.

Met with Piper Overstreet-White, of the Las Vegas Raiders and staff of Intermountain Health to do a walkthrough of the new West Las Vegas Library Site.

Attended the Kirk Kerkorian School of Medicine SNMA Chapter Black Excellence 2025 Soiree.

Met with Constance Brooks and Interim President, Chris Heavey of UNLV to tour Windmill Library.

Met with Jaime Cruz and Ricardo Villalobos, of Workforce Connection's to discuss potential collaboration with Scouts and the Workforce Youth Hubs.

Met with Janet Uthman and Tamar Hoapili of Cox Communications to discuss previous partnerships and potential collaboration with New West Las Vegas Library.

Attended the Congressional Awards Informational.

Presented to students in Mexico about library profession via Kappa Career Club.

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

- Bi-weekly meetings with Administration team members
- Administration team meetings
- Attended the LVEA weekly meetings
- ULC Director/CEO weekly zoom
- Participated in the Finance and Audit Committee meeting
- Participated in the Regular Board of Trustees meeting
- Participated in DPLA Special Board Meeting
- Participated in the Springs Preserve Foundation Board Meeting
- Briefing Meetings with Board of Trustee members
- Participated in the FBI Citizen's Academy meeting and class
- Participated in the ULC Advocacy Taskforce meeting
- Attended the Planning Commission Meeting
- Met with Ronald Washington, of Club US
- Participated in the Director's Roundtable- Quarterly Meeting

- Met with New IT Director, Robert O'Brien
- Participated in CLV and Nevada Art Council discussion
- Participated in Board of Trustees Special Board Meeting
- Participated in the LVCCLD Foundation Board Meeting





## ITEM VI. A.1.a.

### MEMORANDUM

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

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

**DATE:** April 30, 2025

**SUBJECT:** Library Operations Activity Report, May 2025

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

### Powerful People

- Kudos to **Ermal Reinhart, Misty Hayes** and **Chance Griebel** for leading us to another successful **Customer Appreciation Day** Event. The event actually was celebrated during the entire National Library Week and each branch picked the day that worked best for them and their customers to celebrate. This year's theme was a celebration of 60 years of library service to Clark County. Special thanks to **Joanna Goddard, Ayelen Milan** and to **All Staff** who helped make the day a success. We collected over 1,900 customer survey responses and 58 staff responses.
- Las Vegas Metro and UNLV Police participating in Clark County Library Branch Leadership Meetings and Regional Manager, **Kevin Maas**, participating in COMPSTAT meeting as well.
- Working with Summerlin Area Command to address and possibly mitigate specific issues at or near the Sahara West Library.
- Janae S. Scott, Sr. Eligibility Specialist with the Clark County Social Service CARE TEAM is our new contact for operating Cooling Stations this year. The Library District will continue to support the Cooling Stations and includes all our facilities that are open to the public. Our Metro branches are open 10 am – 8 pm Mon. – Thurs. and 10 am – 6 pm Fri. – Sun. Branch hours are available on our website <https://thelibrarydistrict.org/> under [Using the Library](#).



### By the Numbers (March 2025):

- The Library District signed up **7,926** new **library card** users, a 30% decrease over the same month last year.
- **Gate count** was **338,105**, a 2% increase from the same month last year.
- During the month, staff answered **29,102 reference questions**.
- Library staff also conducted **83 curbside deliveries** for **364 items**. This was a 6% reduction.

- Our **volunteers** logged **1,959 service hours** in the Library District in March.
- **333 Homeschool** sessions were logged, totaling a 38% increase over last year.

## Powerful Places

### Branch Activities (March 2025)

- **Blue Diamond Library** hosted an open house featuring Green Our Planet Hydroponics which was well received by 65 customers. K reports that, "The nasturtiums have grown!" K, Manny, Jay, and Melanie assisted customers in the Weekly Drop In STEAM programs which drew in 165 customers over the week.



- **Bunkerville Library** hosted a Leprechaun Scavenger Hunt – Thank you Donna!

- **Centennial Hills** continues to be a powerful place for community gatherings and meetups. Creech crafters, Yoga in the Library, Maxwell Drake Writing Workshop, and the Department of Wildlife: Living with Wildlife were some of the featured events in March.



Creech Crafters



Crafternight



Teen Super Smash Bros



Teen Maker Fair

- **Clark County Library** hosts Metro during their ALL-PIC meetings to help answer security questions posited by staff. There was a lively discussion about ways to address the ongoing unhoused population in the neighborhood and how to deliver services to them and discourage encampments.

For the Jam Session, there was a performance at Performance at Pearson Community Center on March 20th. Four members of the Jam Band performed at the Pearson Community Center for two hours during an art exhibit. Keyboardist David Lampel's art was featured in the lobby of the Community Center. Humberto Santana, Casey Michaels, David Lampel, and Dee Papaeliou played a 14-song set.



Youth Services hosted a large number of fun programs in March! On March 10th, the Clark County Youth Services Dept celebrated all things Super Mario in celebration of Mario Day! 34 children and parents were treated to Nintendo-themed crafts, as well as a Super Smash Brothers tournament.

- **Enterprise Library** storytime with Ms. Megan was sponsored by the letter "K." The TeenZone hosted a Teen Lifeskills 101 and crafts with Ms. Holly and Ms. Megan on Teen Tuesdays. Ms. Alysha had parachute fun and bubbles during baby time.



- **East Las Vegas Library** hosted a Podcast Summit and Mixer featuring panelists, breakout sessions, educational opportunities, equipment demos, and marketing tools, our Podcast Summit and Mixer provided a little something for everyone, regardless of skill level. Attendees appreciated the opportunity to enjoy meeting fellow podcasters during our networking session, be inspired by successful podcasters, and to learn tips, tricks, and exciting new podcast trends during our breakout sessions. This new event under the leadership of East Las Vegas staff Katherine G., Richard M. and Theresa R., and Branch Manager Gloria Jertberg attracted 92 amateur and professional podcasters. Special thanks to our own Juliette Swett who participated as a panelist and to the staff at East Las Vegas and around the District who participated to make it a success.



Our Triple P: Positive Parenting Program helps build a more positive relationship between parents and their children and helps parents deal positively, consistently and decisively with problem behaviors in an eight-session program. Presented in partnership with Parenting Project. March saw an average of 25 parents through 8 sessions. The classes are free and open to the public. Please call 702.507.3517 for more information.



- **Goodsprings Library** proposed hosting a Storywalk for Fallout Fest in November using the Goodsprings Historical Society's walking tour photos and historic information.
- **Indian Springs Library** Food Rescue changed from having one big food rescue time from 11:30 – 3:30 into two separate events. The first rescue is from 11:30-2:45, with a round of **Second Helpings** occurring from 3-3:30pm. This 15 minute window gives staff time to unpack any coolers and assess what we had left. Sometimes it gives us an opportunity to spread out some of the more desired items so everyone can get some, such as meats.



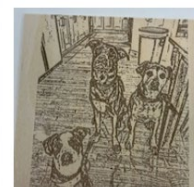
In the past few months, we've seen one or two folks who have had bigger struggles. Justine and one of our volunteers, Melissa, brainstormed a **Staples Box**: an extra box of basics that we put together prior to starting the event. If there is a family we hear facing bigger food insecurities, we give the extra box to them. This box can contain loaves of regular bread, pasta, canned goods, etc. If we don't hear anyone who needs extras, we put these items out during our Second Helpings. We have been fortunate to assist in helping out a few different families this month. This month, we were fortunate to have 5 Saturdays and had attendance numbers of 66, 62, 76, 60 and 70, totaling 334!

Justine hosted her **True Crime HQ** event. This event focused on two match-ups in the serial killer knock-out: Gary Ridgway vs Andrei Chikatilo followed by the Hillside Stranglers vs Dennis Rader (BTK). The staff list for that event can be found at <http://bit.ly/ISTCHQ6>. The team has also decided this event would work well as a hybrid event for those who cannot attend in-person. Details on the hybrid set-up coming soon. In April, we'll get back into some controversial cases while still doing the tournament. Learn about Elizabeth Bathory, the Blood Countess! Followed by our tournament between Ted Bundy and John Wayne Gacy. You can find that resource list at <http://bit.ly/ISTCHQ7>.

- **Laughlin Library** noted that they had a strong turnout for Miranda's Tote Bag Workshop and the University of Nevada Cooperative Extension did a presentation about date palms. Branch Manager made her way across the river to the Kids Expo in Bullhead City, AZ. The 4-H folks for coming back this summer to do robotics programming for kids.
- **Mesquite Library** Esperanza F, WHO HAS WORKED AT THE Mesquite Library for 5 years as a Library Aide and owns a bakery, was honored as Queen of the Hispanics at Carnival 2025, in her parents' hometown of Amatitán, Mexico! Congratulations Esperanza, we are so happy for you!



Adult staff completed a DIY Craft for Adults -Bath bombs! - Attendees – 34 – Thank you April! They do look yummy like ice cream! Chance at the Computer Lab hosted the DMPL Workshop this week, and got to show off the scanners and our Digital8 Viewer to the participants. They were really excited about what memories they could digitize and preserve, and one participant reserved the room as soon as the class was over. Michelle and Judi hosted our first LP4 Laser Engraving showcase! We got to highlight some of the projects we have made on the LP4, and all of the



participants were able to use the LP app and make their own projects! We even had customers from Vegas come to attend!

Mesquite Library **Intro to Hydroponics** was hosted in March by **Sara** and **Judi** in the Makerspace. It was a small class but an attentive group. Sara read a book called, "The Amazing Life Cycle of Plants". Judi recommends this book for anyone looking for an easy-to-



follow outline of how plants grow. The book gives interesting plant facts along the way. Next, Judi gave a brief overview of how hydroponics is different from traditional plant growing. The duo then showed the children how the hydroponic system we have in the library works. They touched the different parts of the hydroponic system. They smelled the basil and cilantro that had abundantly grown over the previous weeks. They had a little cut and paste activity before putting stickers on their plant containers. Lastly, they picked out a plant to take home in their planter.

- **Moapa Town Library** had 33 homeschool kids attend their monthly library craft activity and held their 3rd Annual Mario Kart tournament. They also held their 3rd Annual Maker March Bridge Building competition, giving out 17 bridge kits, with 10 submissions returned.
- **Moapa Valley Library** Stay & Play and 0-5 story hours continue to be well attended and drawing in new families. The **Pirates and Princess Fair** was a fun day.



One activity was moved indoors due to the higher-than-expected winds. Many parents commented on how cute the activity is, especially the obstacle course. It was a fun day for all. Kudos to the entire Moapa Valley Staff (Kris M., Aimée P., Tiff



C., Ashley B., Raegen R., Kayla B., and Alayna E.); and to Nivia B. from Moapa Town, Rona J. from Rainbow, and our volunteers Megan, Kat, Justice, and Tommy for making the event so memorable.

Lego Spring Break Staycation was another very popular week at **Moapa Valley Library**. The branch was pleasantly busy all 5 days. Many of the parents who brought their children to the library that week commented that they liked having somewhere fun and free to take their kids that week.



- **Rainbow Library's First Night Market** could not have asked for better weather. They shared opportunities to shop small and build community with Vegas creators and makers. Staff offered special activities such as karaoke, a craft, book sales, and had musicians and performers on our outdoor amphitheater stage. Everyone was invited to bring their own outdoor chair or blanket to enjoy the show(s). Partners included [TWYN: Take What You Need](#), [The Cloud House](#), and [Foundation Book Sales](#). For a first-time event, Rainbow Library and District staff served 1,400 at the event.

In addition to their other well attended programming, school visits, senior center visits and other activities, 596

**ThreeSquare** meals were served during the month. The Digital Memories Preservation Lab fulfilled 23 reservations, and the Computer Lab completed a computer class and eleven Device Advice sessions for customers.



- **Sahara West Library** had bookstore receipts of \$5,986.71. Adult Service staff led 11 programs for 118 attendees and answered 2,249 reference questions. Study rooms were used 762 times during the month for 178 reservations and 584 walk-ins. Staff have been working with the local Lego building group **LUGVegas (Lego Users Group Vegas)** for the past year for various themed displays, some of theme programming related, heritage, and cultural. March's Display is for Book Lover's Month. Youth Services staff completed 31 programs for 1,744 attendees.





- **Sandy Valley Library** offers a program each and every day. Staff offer LEGO Club every Tuesday, seniors' Computer Class every Wednesday, Outreach Book Club every other Thursday, Film Club every Friday, Art Class for kids every Saturday. In addition, they host **4-H** Tuesday after school and participated at **the Sandy Valley School** for Nevada Reading Week, reading to grades 2-5.

We had severe damage to one of our walls due to an unknown person hitting an outside wall with either vehicle or industrial tire overnight. It cracked both outside and inside walls badly and unattached our shelves from the wall.



- **Searchlight Library ThreeSquare** continues to provide meals to the library with this beneficial contribution that they make we continue to feed the kids of searchlight. Searchlight library has signed up for the summer meal service to continue feeding kids during summer break.

**Parks & Rec** continued it's support of the library by reserving the multipurpose room to the library for larger programs that require more space. The **UNR Cooperative Extension** partnership with the Searchlight library continued to make waves with it's popularity among the kids of the community. The Paint Ink class remains popular with the adults.



- **Spring Valley Library** visited three senior centers and eleven schools for Nevada Reading Week. The Spring Valley staff came together to host our second annual **Spring Far!** Over 550 people attend the event which included games,, creative crafts, exciting prizes, and delicious food from local restaurants! Customers were able to browse our used book sale, with plenty of Books, Music, and Movies to choose from! Learn about helpful community resources, including information on health, government, education, and more! Clothing Donations were provided as well. Clark County Fire Department and plenty of community partners were in



attendance to help support but the cotton candy tent was VERY popular.

- **Summerlin Library** Adult Services Department completed 19 programs with 147 customers. These included Blogs to Books Writers Group, Book Bingo, Art Meet-up, Needlecrafts and Creative Studio, Book clubs, and Computer Classes among others. Similarly Youth Services completed 23 programs with 963 customers with Toddler, 5 & Under, and Baby Storytime being among their most attended. Youth Services Assistant Olivia Torres held a STEM Meets Art: Wu Chien Shiung program for Women's History Month.



- **Sunrise Library** introduced their new "Rescue the Hiker-Bear" scavenger hunt to help promote their signature event, "Get Lost in Nevada." Customer Services staff assisted Adult and Youth Services staff with Chess Club and planning of their signature event. Bookstore sales with special promotions raised to \$624.20. Adult Service completed over 30 programs and Youth Services topped them at 60. Monday Chess Club is drawing a steady audience.



- **West Charleston Library** continued their partnership with **Barbershop Books** by maintaining a collection of children's books at **Fade 'Em All Barbershop** in Summerlin. Youth Services staff hosted 34 programs for 503 attendees and distributed 325 ThreeSquare Meals over 21 days in March. Adult staff hosted 214 programs for 465 attendees and assisted with 1,016 study room uses. West Charleston Library Youth Maker Fair in March hosted over 100 youth who participated in a 2+ hours event. We had stations that were doing Virtual Reality (VR), Music Production, Podcasting, Crocheting, Knitting, Hydroponics, 3D pens, Origami, Keva Planks, Arts and Crafts and a DUPLO contest. The West Charleston team did a terrific job.



- **Whitney Library** Adult Services department provided great programs such as Yoga program, DIY Soy Based Candles, Whitney Book Club: Big Lies in A Small Town, The Social Justice Book Club: ANTIFA: The Anti-Fascist Handbook, I Heart Whitney Fresh Start, Meet With A Social Worker, WIASC, Social Protest in Sin City, Sean Gaskell, 3 Square Senior Meals, Whitney Youth Resource Fair, I Heart Whitney Fresh Start, Visits with Venicia, Coffee and Canvas, Free Vision Screening, Medicare Information Session, Women's History Empower Her, Women in Broadway & Jazz, Book club at Whitney Senior Center, Instrumental Sound Hearing, Publishing Your Passion, Writers Corner. AS produced 42 programs for a total of 182 attendees.



There were plenty of special events including our What's in the Cards, SLAM NV Kindergarten Trip, Bridege Bilingual Baby time, Pi Day Crafternoon, Video Game Day, Big Game Time, Out of this World Storytime, Bead Bash, Wind Chimes, Drive in Movie, Meet Up and Eat Up, Printmaking Fun, Slumber StorytimeCraftzaganza, STEAM Preschool Storytime, Sunday storytime, Crafternoon, Dearing ES School visit, Fiber Arts Club, Robot Lab, Printmaking Workshop, Family Game Party, and LEGO League. Youth services produced 104 programs for 4,771 participants.

- **Windmill Library** saw \$1,151.26 in bookstore sales. Youth Services performed ten programs for 1,212 participants and Adult Services performed seven programs.
- **West Las Vegas Library** Youth Services served 882 **ThreeSquare** meals this month. In March, Library Staff continued to provide engaging and educational programs for patrons of all ages including: Maker Space activities, craft projects, 3D printing class, demonstration gardening, and other hands-on learning. Similarly, our STEAM programs, including Guitar Club and Ukulele Club, foster both musical skills and community engagement. Additional programming like Chess Club, Movie Matinee, and Anime Club continues to have a steady draw. Our Social Services including the Mobile Shower service, and our partnership with NACA served 40 patrons in need of financial assistance. The Pop-Up Resource Fair, reached 99 individuals.



#### By the Numbers (March 2025):

- Library Branches improved overall circulation to **1,170,184 items**, an increase of 19% over the same month last year.
- **178 passports** were issued, a 1% decrease over the same month last year. Windmill Passport Services collected **\$7,298.00** in fees.
- **116,47 PC internet** sessions were logged a 19% increase from the same month last year. **73,156** 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**

- **Best Buy – Megan Nykodym, Chantel U. and Russ B.** attended the **2025 Best Buy Teen Summit in Minneapolis**. This year's efforts have been transformative, marked by innovative programming, leadership growth, and strengthened community connections. Our Best Buy Liaison applauded Chantalle, Russ, and Megan for their exceptional teamwork and respect. His recognition of our leadership in programming standards and Career Pathways affirmed our status as innovators in this field!

From empowering teens through hands-on learning in STEAM and creative fields to fostering authenticity and trust through mentorship and programming, we've created spaces that inspire and uplift.



Conference highlights, including impactful sessions like the **'Power of Play'** and collaboration with Minneapolis-based centers, opened new doors for teen entrepreneurship, creativity, and career pathways. We expanded partnerships and received cutting-edge tech resources, like a custom-built computer assigned to Russ, Meta Quest headsets for the youth, and new recording software, all of which elevate our capabilities at Clark County Teen Tech Center.

Additionally, candid discussions on initiatives like **North Star** career paths for teens clarified our collective vision for youth empowerment during uncertain times. This year has strengthened our mission, leaving us energized to continue supporting teens in exploring their potential and creating meaningful futures.

All this after receiving a \$50,000 **Best Buy** refresh grant for the Teen Tech Center in March.

- **Better Business Bureau**
- **The Blue Diamond History Committee**
- **Breaking the Cycle**
- **Canyonland Medical – Free Informational Resources**
- **Celestial Manna/ThreeSquare @ Indian Springs Library:** We continue to work with Celestial Manna and ThreeSquare on our Trader Joe's food pick-up available to our customers at Indian Springs Library!
- **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.
- **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**
- **Department of Wildlife: Living with Wildlife**

- **Discovery Children's Museum**
- **EmployNV One Stop**
- **EmpoweredMinds Achieve – LO Admin met with Miss Nevada 2022 & 2024 TrinaMarie Shaw** to develop and implement a 5-week introductory sewing and clothing recycling and upscaling event in partnership with EmployNV happening at the **Sahara West Library Business Hub** July 8 – August 7, 2025.
- **FAYM**
- **Four-H Club**
- **Friends of Ours Cooperative**
- **Goodsprings Community Center**
- **Goodsprings Elementary**
- **Goodsprings Historical Society**
- **Green Our Planet Hydroponics – Multiple Branches** and **Joanna Goddard** attended **Green Our Planet's on Annual Student Farmer's Market** outreach event on April 22, 2025 (Earth Day)
- **Engaged with 383 customers and members of the community**
- **Help of Southern NV**
- **Homeschool Groups**
  - **Bee Excellent HSCA**
  - **Catherine Potter-Homeschool Art Class**
  - **Colorful Genius HS Group**
  - **Dunamis HS Group**
  - **Homeschool Pop-up Co-op**
  - **Homeschool West Chess Club** brought in 201 participants in March and was only beat by Centennial Hills AARP which had 442.
  - **Keike Homeschool Group**
  - **Sunrise Mountain Homeschool Co-op**
- **Laurus College**
- **Las Vegas Raiders**
- **Maxwell Drake: Maxwell Drake Writing Workshop**
- **Metro NEAC**
- **Mission Mahjong** began partnership programming at Enterprise Library drawing in 52 participants
- **Moapa Valley Art Guild** formed a partnership with the **Moapa Valley Library** and will be teaching art classes for teens throughout the summer month.
- **Moapa Valley Resource Center**
- **Moapa Valley Chamber of Commerce**
- **Na Hula Hali'a Aloha Cultural Preservation**
- **National Institute of Health, All of Us Research Program**
- **Nevada Department of Wildlife: Living with Wildlife**
- **Nevada Electric Vehicle Association**
- **Nevada Hand Senior Apartments**
- **Nevada Homeless Alliance**
- **Nevada Legal Aid Post Office**
- **Nevada State Treasurer Department**
- **Parkinson's Place**
- **Paula Gold – Book Club, Book Swap**
- **Pioneer Saloon**
- **Project Marilyn** is well received at all of our branches but **Clark County Customer Service** gave out 70 pink and 51 black Project Marilyn packages for a total of 121

packages for the month of March. They also gave out 20 body wipes packets and five hygiene kits.

- **Red Rock Citizen's Action Committee met at the Blue Diamond Library**
- **Sign Language of Mesquite**
- **Silver State Wranglers: 4H Club**
- **Southern Nevada Clean Cities Coalition**
- **Spring Mountain Ranch State Park for Summer Challenge programs for kids and adults.**
- **Springs Preserve**
- **Sunshine Children's Services**
- **ThreeSquare youth and senior meals**
- **UNCE**
- **US Department of State, Passport Services at WM and staff training for future roll out at Rainbow Library**
- **University of Nevada, Reno (UNR) Cooperative Extension**
- **University of Nevada, Reno (UNR) Master Gardeners: Hive Talk**
- **Virgin Valley Heritage Museum**
- **Vitalant Blood Drive**
- **Warrior Women of Mesquite**
- **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.

**Nevada Reading Week:** For more than forty years Nevada Reading Week has been celebrated across the entire state - from small rural communities to larger urban areas. Activities often include book studies, author studies, literary readings by renowned authors, book fairs, and family literacy events. The stewards of Nevada Reading Week include PK-12 school librarians, educators, the Nevada Department of Education, the Nevada State Library, public libraries, community leaders, students and their families. Nevada Reading Week serves to promote a life-long love of reading. From students in Pre-Kindergarten listening attentively on a circle rug to their teacher's riveting read-aloud to high school seniors engaging in rigorous discussions about a novel, the joy of reading is evident. Each school year begins with the selection of a specific theme that often reflects the spirit of the times. Once the theme is announced, it serves as a vehicle for leading a year-long campaign that culminates in the final celebration during the first week of March. To vote for the theme for 2026 please visit <https://www.nevadareadingweek.org/> by May 30.

### **Business & Careers | Las Vegas-Clark County Library District**

<https://thelibrarydistrict.org/careers/> The Library offers various resources and programs for **career exploration** and development, including the Nevada Career Explorer and Nevada Jobtimize [online resources](#). The Nevada Career Explorer is an online platform that helps users explore careers, find educational opportunities, and assess their interests and skills. Nevada Jobtimize is a matching service that connects job seekers with potential employers based on their skills and interests. Additionally, Library District libraries host events like resume writing workshops and small business resource fairs, as well as kids' career fairs to help the community explore career options.

**April Branch Activities**

- 2,266 customers are now 3D Printer certified.
- In addition to CPR and *Stop the Bleed* training, we are now offering nonmandatory training to Library Operation Staff and Security Officers in how to dispense **NARCAN**. We are also working with the **Southern Nevada Health Department** to distribute free Narcan kits at two of our branch libraries. This month we had our first verified life saved using Narcan.
- **Executive Director's Leadership Book Club Book** for staff, developed by **Dr. Roslyn Dean** and implemented with LO trainer **Clair Thomas**. This unique opportunity offers staff the chance to engage in thought-provoking discussions with our Executive Director, **Kelvin Watson**, exploring key leadership concepts and strategies to help foster growth and excellence throughout the Library District.

Our first book was *Start with the Why: How Great Leaders Inspire Everyone to Take Action* by Simon Sinek. June's book will be *The Power of a Positive Team* by Jon Gordon

- **Bunkerville Library** reports that bringing Self-initiated 3D printing to our rural libraries in the Greater Clark County areas has been well received and they are being actively used.
- **Sunrise Library Get Lost in Nevada 2025** connected folks to more than a rescue burro! It helps connect our community to the many parks and natural wonders available in Nevada. Vendors were on hand with samples of animals, fossils, and other things you might encounter in the wild, how to do things safely, and where to go. My family was able to apply and get a free pass to Federal Lands for disabled persons and learn about the many accessible things we can still accomplish from a wheelchair. Thank you to Scott Clonan and his Sunrise Team for reopening the wild to a couple of tamed librarians who though their hiking days were behind us.
- **Summerlin Library** came alive once again in our annual Chalk It Up! Music & Art Festival. Featuring colorful, and multidimensional works of art from numerous local street artists! Other festivities includes music, dancing performers, face painting, balloon artists, caricaturists, hands-on crafting for adults and kids, shadow puppet show, tarot reader, palm reader, and a fan-favorite chalk art awards ceremony! Kudos to Tony W., Community Engagement, Summerlin Library, General Services and all District Staff who planned and participated in this colorful event.
- **Whitney Library** hosted their **Teen Empowerment Summit** where over 100 teens spent their Saturday morning engaged, connected, and inspired. That alone is a powerful testament to the type of impact, service, and love we provide at Whitney Library. Special thanks to **Austin Meeker, Lauren Harper, Desmond London, Gilda and Donovan, Amber Sorgato, and Billy Wirth**. Additionally, thanks to **Claudia, Lenika, Natilia, Scott, Marie, and Theron** for sending staff to support the branch so they could deliver their impactful programs. **Fritz Cooper** became **DJ Fresco** and "SHUT IT



DOWN", **Mark** and **Stan** from General Services helped with logistical support and **Shana** and **Dr. Roz** provided consistent support throughout the planning and implementation. Special thanks to HR's **Scott Swift** for participating in programs and to **Executive Director Kelvin Watson** for showing up and showing support year after year. Your involvement matters deeply to both our community and staff, and we are grateful for your continued encouragement and leadership.

- **Windmill Library** gave special thanks to **Trustee Sanchez** and all the staff and volunteers who made **Mystic Fair 2025** the biggest yet. It really is no mystery. Lots of hard work and leadership from **Carla DiBlasi, Theron Nissen, Austin Kuenzli, Stephanie Kagel**. All the help from **Outreach** and **CE; Emilee Wirshing, Anna Allred** and **Kristen Kennedy-Larsen**, and all the **LVCCLD staff members** and **Volunteers** who made the fair a success.

★★★★★ 4/1/25

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We had a great time at the Mystic fair event Saturday. There was music, performers, free yoga, palm readings, raeki sound healing, food trucks, crafts for the children inside, face painting, and more vendors selling items than I could count. I look forward to going to this event again next year this event was very well organized, lots of signs with the schedule and staff everywhere giving directions.



Free femine prod...



Hawaiian bbq foo...



Coffee truck outsi...

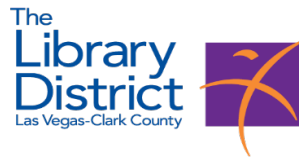


Thank

Comment

Direct message





## MEMORANDUM

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

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

**DATE:** April 30, 2025

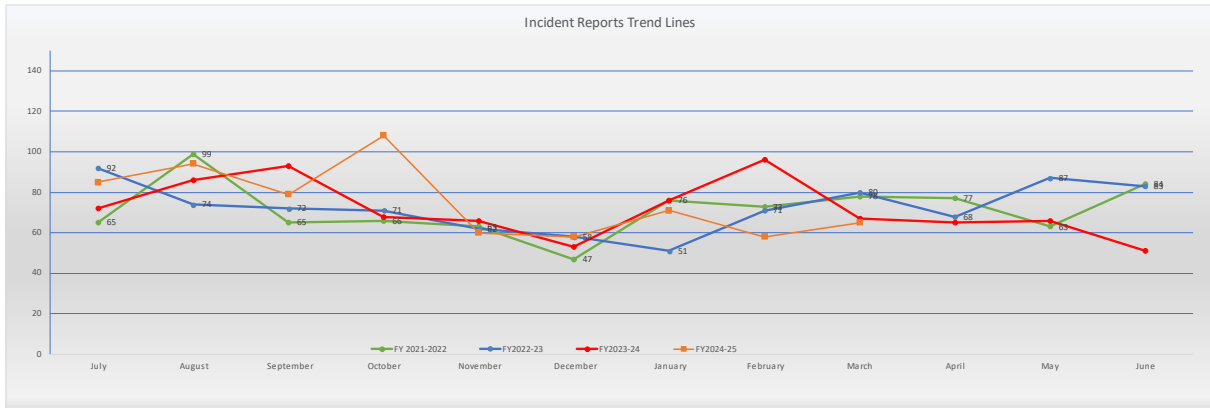
**SUBJECT:** Security Report, May 2025

This memorandum reports on the security information and analytics compiled from **March 01, to March 30, 2025**.

In **March 2025**, branch staff reported **65 incidents**, a decrease of 3% over the same month last year. During this period, the Library District recorded **338,105** customer visits. **This ratio** is one incident for every **5,201 visits**.

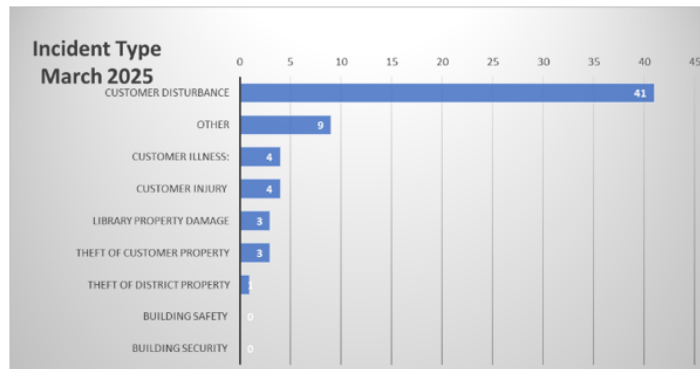
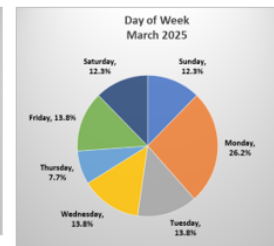
Branch	Incident Reports				Apr-23		Apr-24		
	Mar-24	Mar-25	Difference	% Change	to Mar-24	to Mar-25	Difference	% Change	
BLUE DIAMOND LIBRARY	0	0	0	0.0%	4	1	-3	-75.0%	
BUNKERVILLE LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
CENTENNIAL HILLS LIBRARY	2	3	1	50.0%	22	19	-3	-13.6%	
CLARK COUNTY LIBRARY	23	14	-9	-39.1%	250	209	-41	-16.4%	
EAST LAS VEGAS LIBRARY	10	6	-4	-40.0%	74	72	-2	-2.7%	
ENTERPRISE LIBRARY	2	1	-1	-50.0%	36	38	2	5.6%	
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	4	2	-2	-50.0%	8	7	-1	-12.5%	
MEADOWS LIBRARY	0	1	0	0.0%	7	11	4	57.1%	
MESQUITE LIBRARY	0	0	0	0.0%	6	12	6	100.0%	
MOAPA TOWN LIBRARY	0	0	0	0.0%	2	0	-2	-100.0%	
MOAPA VALLEY LIBRARY	1	0	-1	-100.0%	2	1	-1	-50.0%	
MT CHARLESTON LIBRARY	0	0	0	0.0%	0	0	0	0.0%	
RAINBOW LIBRARY	0	0	0	0.0%	25	22	-3	-12.0%	
SAHARA WEST LIBRARY	0	7	7	0.0%	72	62	-10	-13.9%	
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	6	4	-2	-33.3%	61	53	-8	-13.1%	
SUMMERLIN LIBRARY	0	2	2	0.0%	26	23	-3	-11.5%	
SUNRISE LIBRARY	1	0	-1	-100.0%	15	19	4	26.7%	
WEST CHARLESTON LIBRARY	3	8	5	166.7%	85	102	17	20.0%	
WEST LAS VEGAS LIBRARY	3	5	2	66.7%	56	49	-7	-12.5%	
WHITNEY LIBRARY	6	5	-1	-16.7%	108	105	-3	-2.8%	
WINDMILL LIBRARY	6	7	1	16.7%	53	53	0	0.0%	
Total	67	65	-3	-3.0%	915	860	-55	-6.0%	

**Clark County Library** experienced the highest number of incidents at **fourteen (14)**. The other branches received between **zero (0)** and **eight (8)**. County and Metro assistance on Escondido continues to improve the outlook at Clark County Library, and changes in sight lines and visibility are credited to the shift at Whitney.



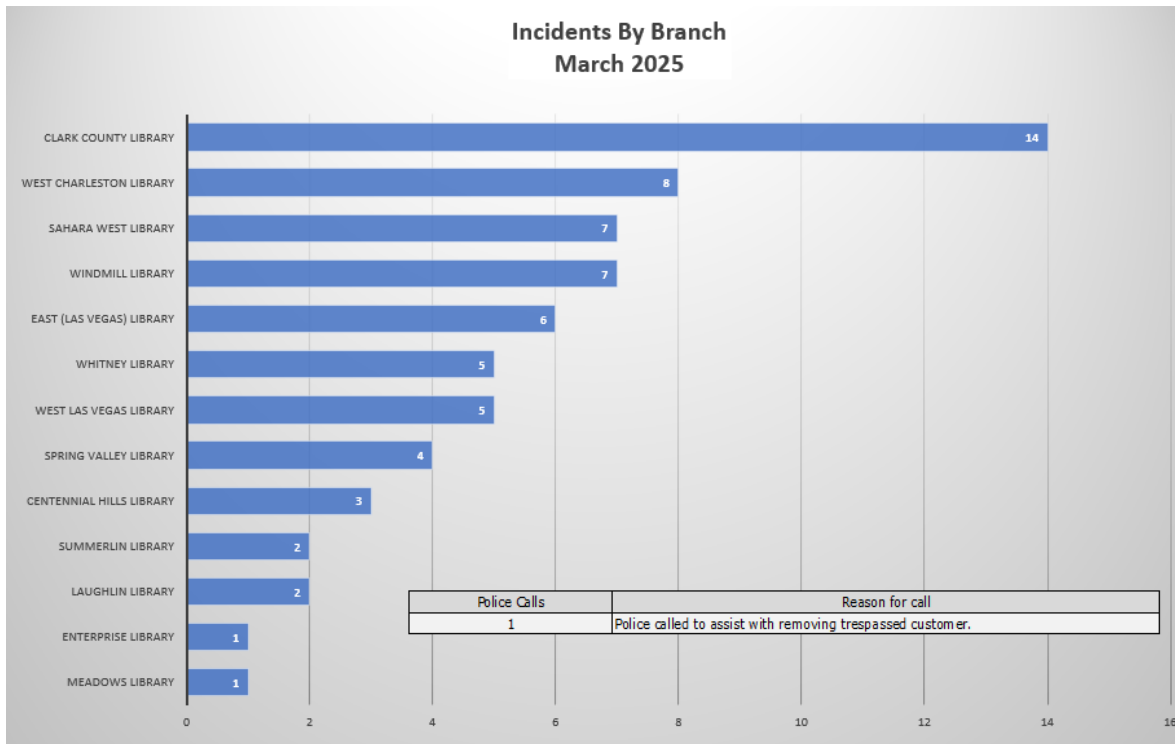
**March** incident reports followed our average trend lines for this time of year. Clark County Library continues to submit **FIXIT Tickets** as needed through the County's portal but the city and Las Vegas Metro are clearing encampments on a routine basis to ensure the removal of encampments adjacent to library property and keeping the street and sidewalk passable.

ADULT TRESPASS [ 5 YEAR ]	1
SPRING VALLEY LIBRARY	1
ADULT TRESPASS [ 3 YEAR ]	4
EAST LAS VEGAS LIBRARY	1
WEST CHARLESTON LIBRARY	2
WEST LAS VEGAS LIBRARY	1
ADULT TRESPASS [ 1 YEAR ]	24
CLARK COUNTY LIBRARY	6
EAST LAS VEGAS LIBRARY	3
ENTERPRISE LIBRARY	1
LAUGHLIN LIBRARY	1
MEADOWS LIBRARY	1
SPRING VALLEY LIBRARY	2
WEST CHARLESTON LIBRARY	4
WEST LAS VEGAS LIBRARY	2
WHITNEY LIBRARY	2
WINDMILL LIBRARY	2
ADULT BAN [ LESS THAN 1 YEAR ]	4
CLARK COUNTY LIBRARY	2
WEST LAS VEGAS LIBRARY	1
WHITNEY LIBRARY	1



District staff encountered **forty-one (41) customer disturbances**, accounting for 63.07% of March incidents or one disturbance for every **8,246** visits. During **March 2025**, staff banned thirty-three (**33**) customers. One (1) adult received a five-year trespass; four (4) adults received a three-year trespass, twenty-four (24) adults received a one-year trespass; and four (4) Adults received a ban under one year.





Library Name	Square Footage	Occupancy	March	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	3	16	0.35	2.00
Clark County	120,000	905	14	166	1.38	11.86
East Las Vegas	41,015	1200	6	52	1.27	8.67
Enterprise	26,300	526	1	31	1.18	6.20
Goodsprings	900	9	0	1	1.11	1.00
Indian Springs	1,200	24	0	0	0.00	0.00
Laughlin	15,562	323	2	5	0.32	0.63
Meadows Library	813	16	1	10	12.30	6.67
Mesquite Learning Center	5,464	133	0	6	1.10	2.00
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	0	18	0.67	2.25
Sahara West	122,000	920	7	47	0.39	4.27
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	4	42	1.68	4.67
Summerlin	40,165	1014	2	17	0.42	2.83
Sunrise	23,000	345	0	17	0.74	2.83
West Charleston	38,900	1054	8	75	1.93	9.38
West Las Vegas(excluding Theater)	30,693	370	5	43	1.40	4.78
Whitney	24,500	563	5	80	3.27	11.43
Windmill Library and Service Center	142,149	994	7	43	0.30	4.78
<b>Total Square Ft.</b>	<b>Occupancy Rate</b>	<b>Total Incidents</b>	<b>Average</b>	<b>Average</b>		
757,429	11,056	65	678	0.90	4.70	

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

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

LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	596	19	1,652	7	27	12	94	12	417	15	354	0	0	39	865
BUNKERVILLE	252	21	0	1	0	0	0	0	0	0	0	0	0	0	0
CENTENNIAL HILLS	36,072	1	31,682	664	2,777	27	647	55	1,800	35	715	22	363	139	3,525
CLARK COUNTY	12,611	9	32,225	729	5,273	48	3,673	152	1,522	35	1,062	31	1,553	266	7,810
EAST LAS VEGAS	9,099	12	24,125	443	4,584	38	2,222	52	1,153	67	1,823	10	830	167	6,028
ENTERPRISE	15,223	6	17,975	373	2,676	30	282	63	1,713	48	937	18	282	159	3,214
GOODSPRINGS	226	22	368	2	21	3	20	2	10	1	9	0	0	6	39
INDIAN SPRINGS	513	20	2,575	7	64	19	54	7	46	28	427	0	0	54	527
LAUGHLIN	3,904	14	4,962	68	723	22	217	12	161	4	626	3	109	41	1,113
MEADOWS	704	17	1,999	176	177	5	45	17	126	49	657	0	0	71	828
MESQUITE	7,360	13	12,030	122	1,240	54	556	57	998	14	370	8	73	133	1,997
MOAPA TOWN	192	25	884	5	56	2	3	5	79	7	21	0	0	14	103
MOAPA VALLEY	2,914	15	2,665	21	404	7	26	23	479	10	431	0	0	40	936
MOUNT CHARLESTON	206	24	1,302	4	20	7	32	4	85	18	105	0	0	29	222
RAINBOW	18,658	5	21,704	436	2,451	43	546	66	2,214	54	3,356	20	484	183	6,600
SAHARA WEST	32,784	2	33,416	573	3,098	26	632	57	1,761	6	289	37	701	126	3,383
SANDY VALLEY	598	18	1,045	4	59	3	6	3	67	10	31	0	0	16	104
SEARCHLIGHT	210	23	885	2	19	1	5	7	48	16	26	0	0	24	79
SPRING VALLEY	11,872	11	22,039	365	3,435	22	175	105	2,249	66	2,493	2	10	195	4,927
SUMMERLIN	19,356	4	21,302	331	1,499	21	390	23	963	21	775	32	2,024	97	4,152
SUNRISE	13,293	7	16,660	313	2,262	31	224	45	838	39	1,014	0	0	115	2,076
WEST CHARLESTON	12,366	10	23,117	331	2,748	47	696	42	610	59	1,303	11	768	159	3,377
WEST LAS VEGAS	2,745	16	17,032	227	3,588	12	169	59	529	84	2,171	8	805	163	3,674
WHITNEY	13,240	8	18,425	394	2,851	48	841	98	4,478	13	540	15	322	174	6,181
WINDMILL	30,384	3	28,036	775	3,289	17	699	36	1,455	20	2,754	23	452	96	5,360
WINDMILL SERVICE CENTER	924,806		0	1,553	73,156	143	1,601	75	2,706	21	2,239	0	0	239	6,546
2025 MONTHLY TOTAL	1,170,184		338,105	7,926	116,497	688	13,855	1,077	26,507	740	24,528	240	8,776	2,745	73,666
FY 24-25 YTD TOTAL	8,991,987		2,907,701	72,207	1,000,458	6,453	157,533	9,068	148,805	6,001	234,733	2,140	85,887	23,662	626,958

ANNUAL MONTHLY COMPARISON															
2024 MONTHLY TOTAL	981,578		331,547	11,337	97,492	1,019	17,613	1,289	21,796	949	26,236	210	6,085	3,467	71,730
% CHANGE	19%		2%	-30%	19%	-32%	-21%	-16%	22%	-22%	-7%	14%	44%	-21%	3%

ANNUAL YTD COMPARISON															
FY 23-24 YTD TOTAL	8,416,290		2,841,946	87,846	823,036	10,222	131,025	8,853	156,326	7,599	239,251	1,909	73,234	28,583	599,836
% CHANGE	7%		2%	-18%	22%	-37%	20%	2%	-5%	-21%	-2%	12%	17%	-17%	5%

ANNUAL MONTHLY COMPARISON															
2023 MONTHLY TOTAL	981,496		357,512	9,282	98,662	1,138	14,693	1,067	23,953	735	29,350	226	6,897	3,166	74,893
% CHANGE	19%		-5%	-15%	18%	-40%	-6%	1%	11%	1%	-16%	6%	27%	-13%	-2%
2022 MONTHLY TOTAL	872,685		307,670	6,762	101,538									2,734	60,681
% CHANGE	34%		10%	17%	15%									0%	21%
2021 MONTHLY TOTAL	754,839		288,655	4,046	91,554									1,441	24,498
% CHANGE	55%		17%	96%	27%									90%	201%

ANNUAL YTD COMPARISON															
FY 22-23 YTD TOTAL	8,062,362		3,006,902	77,496	805,919	9,432	126,018	8,078	156,815	6,053	201,106	2,016	74,403	25,579	558,342
% CHANGE	12%		-3%	-7%	24%	-32%	25%	12%	-5%	-1%	17%	6%	15%	-7%	12%
FY 21-22 YTD TOTAL	6,954,908		2,572,342	49,708	781,588									19,279	421,751
% CHANGE	29%		13%	45%	28%									23%	49%
FY 20-21 YTD TOTAL	6,565,529		2,352,156	40,784	749,798									10,198	170,896
% CHANGE	37%		24%	77%	33%									132%	267%



## ITEM VI.A.2.a.

### MEMORANDUM

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

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

**DATE:** April 30, 2025

**SUBJECT:** Branding & Marketing Activity Report, May 2025

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

### Powerful Platforms



#### 2025 Summer Challenge Launch

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

- **Worked with Youth Services Department and the Summer Challenge Committee** to develop this year's "Discover the World!" theme.
- **Developed new Summer Challenge promotional campaigns**, including advertising, social media, eNewsletters, and public relations.

- **Developed all marketing materials** including the Kids/Teens and Adults program brochures, flyers, posters, a promotional video, social media graphics, interior and exterior branch signage. Early Registration promotional materials included graphics and signage, which spotlight the awesome prizes: 50 Family 4-Pack Tickets to NBA Summer League and Two Sets of Tickets to “Hamilton” at The Smith Center, all of which are divided evenly between the Adults and Kids/Teens programs.
- Worked with **NBA Summer League** on two promotional tools:
  - The NBA Summer League has once again provided life-sized player cutouts and desktop signs – this year featuring Golden State Warriors point guard and four-time **NBA champion Stephen Curry**.
  - BAM has also been working on a **limited-edition NBA Summer League library card**, which is scheduled to launch in June as part of Summer Challenge activities.
- Created a [Partner Portal](#) with all promotional materials so that our valued partners can help us promote Summer Challenge with their customers, clients, and followers.
- **Developed and pitched PR materials**, including news releases in [English](#) and [Spanish](#), plus [B-roll, which are all hosted on our Media Portal](#).
- **Refreshed our Summer Challenge landing page** with the 2025 travel theme, new prize structure, and relevant online resources, events, activities, and reading lists for kids, teens, and adults. This landing page will be regularly updated throughout the promotion which concludes on July 31, 2025.
- **Used social media to drive traffic** back to the landing page to promote early registration, and brainstormed a plan for ongoing social promotion.
- **Developed a comprehensive print advertising campaign**, which will cycle through numerous Summer Challenge messages including: Early Registration, Kick-Off Events, and weekly listings of Summer Challenge events. These ads will run in Las Vegas Weekly, Black Image, Asian Journal, and Latin Chamber Magazine. In addition, both the Adults brochure and the Kids/Teens brochure will be polybagged with Desert Companion magazine’s May/June/July issue and mailed to 14,000 households across the valley.
- **Developed a comprehensive Facebook advertising campaign** to drive awareness.
- **Building on the success of 2024’s pilot program with OrangeBoy**, the Board of Trustees approved BAM’s strategy to use OrangeBoy direct mail software to execute an expanded direct mail campaign to 86,500 non-cardholders across the Library District’s service area. This year’s campaign will include:
  - A 6-week targeted direct mailing: This will go to non-cardholder, low-income English and Spanish households in every City Ward and County Commission District in Clark County. Each household will receive the Summer Challenge Kids/Teens brochure and 2 follow-up postcards.
  - QR codes: Each mailer will contain unique QR codes so that we can track engagement.
  - Geofencing (mobile ad) campaign: Guaranteed 500,000 impressions
  - Analytics: Through OrangeBoy’s integration with our catalog, BAM will also be able to track data on new cardholder sign-ups and engagement from cardholders.



- BAM collaborated with the Library District's newest partner, **The Smith Center**, on two exciting additions to this year's Summer Challenge:
  - **Tickets to "Hamilton"**: The Smith Center is providing tickets to one of Broadway's best-selling musicals to our line-up of top-shelf incentive prizes for Early Registration alongside NBA Summer League tickets.
  - **Hip Hop Storytime at Whitney Library**: Two "Hamilton" cast members will appear with Branch Manager Billy Allen at a special storytime on May 23. BAM worked with The Smith Center's Director of Public Relations & Communications **Spencer Patterson** on a media alert and wrote scripts for the two cast members to shoot video messages, **in costume**, promoting reading and programs at the library. BAM created custom graphics and will promote the storytime on social media and in the Highlights eNewsletters.
  -

#### **Military Appreciation Month Event Rebranded as Salute to Service**

The Library District recognizes this important month each year with a signature program at the Centennial Hills Library. This year, on May 3, the event was rebranded as [Salute to Service](#), which recognizes not just veterans but also active duty servicemembers and their families. BAM also created an evergreen webpage titled Salute to Service, which spotlights the Library District's free events, programs, online resources, and curated staff picks, which will be updated throughout the year.

#### **Celebrating 60 Years of Service**







In support of the Library District's year-long 60<sup>th</sup> anniversary celebration, BAM worked on the following:

- Collaborated with the Library Operations Customer Appreciation Week Committee to assist with the development of the theme, promotional materials, and prizes.
- 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.
- Created a promotional video.
- Developed and pitched a [news release](#).

Media coverage included a months-in-the-making cover story in Las Weekly ([Beyond Books: The Library District Marks 60 years Creating Community Foundations](#)). The story included five pages of editorial and photos, including two additional sidebar articles, spotlighting the Library District's Art Galleries and the Digital Memories Preservation Labs.

City Cast Las Vegas, [We Love Our Local Library System!](#) (4/8/25)

KTNV, Ch.13, [Library District Celebrates 60 Years](#) (4/7/25)

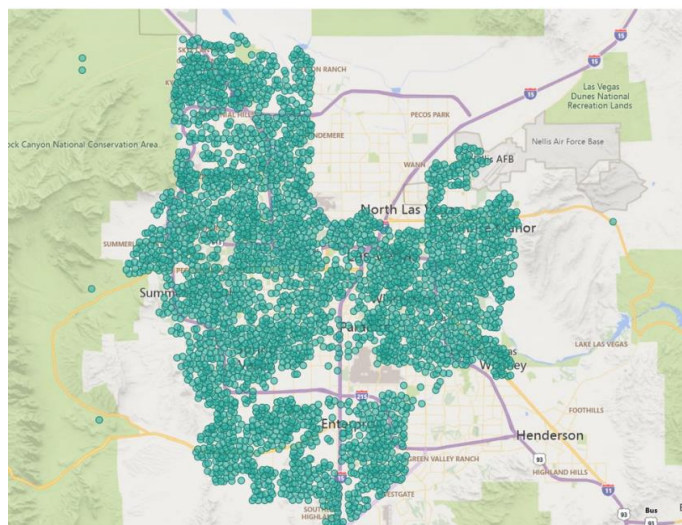
8 News Now, [Library District Celebrates 60 Years](#) (4/6/25)

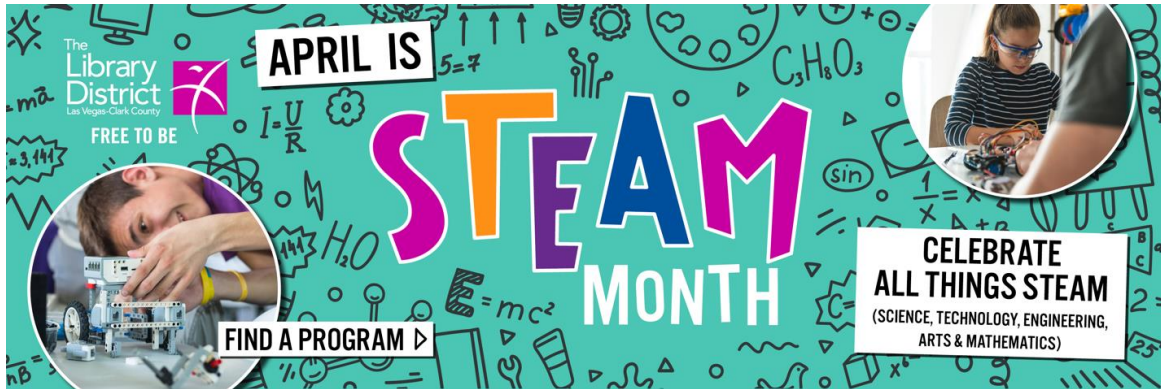
Through OrangeBoy marketing software, BAM also conducted a **60<sup>th</sup> Anniversary direct mail campaign to non-cardholder households**, with a postcard promoting celebrations at the branches April 6-12. From this direct mail campaign of postcards, supported by geofenced

mobile ads, we've seen **14,649 new library card sign-ups from the targeted household addresses, and 33,282 returned Lapsed users.**



- The majority of reengaged Lapsed users were primarily digital users of the Library District, but we did see over 3,000 youth under the age of 13 begin using their cards again from this campaign. We also saw the reengagement of 1,900 Parents and 1,522 Teens.
- The “Lapsed” terminology refers to several months to years of no utilization of their existing library cards, followed by activity once the campaign was launched.
- We completed a measurement of Q1 quarterly statistics from this year (January through March) and **the Library District now has active cardholders in 19% of all households in Las Vegas and Clark County!** By active, this means that at least one person in each of those households has used their library card recently.
- The **Library District’s reach increased by 3,387 additional households in Q1 compared to Q4 of 2024.**
- This map from OrangeBoy shows the signups from this campaign:





### April Is STEAM Month

BAM promoted the Library District's annual STEAM programming 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 programming.
- Wrote promotional posts in Library Highlights eNewsletter.
- Designed and placed print advertisements.
- Scheduled social media posts to run throughout April, including videos promoting branch-specific programming.

Media coverage included:

8 News Now, [STEAM Month at the Library District](#) featuring Outreach Services Manager **Emilee Wirshing** live in studio (4/21/25)

8 News Now, [Go 'Full STEAM Ahead' At The Library In April](#) online article (4/21/25)

8 News Now, [April is STEAM Month at the Library](#) (4/13/25)

## Powerful Partnerships

### Vegas Golden Knights Partnership

As part of our ongoing activities at the Vegas Golden Knights pre-game events at Toshiba Plaza, **our final activation of the regular NHL season took place on April 10.** BAM worked with Regional Manager **Kevin Maas** and the Library District's **Outreach Services Department** to conduct library card sign-ups and distribute VGK Collectible Player Bookmarks. These bookmarks serve as a catalog promotional tool, featuring individual players' favorite books, movies, and music.

**The Library District team signed up 82 people** for the VGK "Vegas Born" library card. Each person who signed-up (or upgraded to the gold VGK card) received the Library District's exclusive co-branded #GetCarded with the Vegas Golden Knights T-shirt.





### The Las Vegas Raiders



The Library District's partnership with the Las Vegas Raiders kicked off in January with the launch of the **Raiders Library card**. As we expected, the cards are extremely popular, and **within three months the branches distributed all 10,000 cards** we ordered for the launch. We placed another order of 12,000 cards as we head into Summer Challenge season, during which time we experience a surge of library card sign-ups.

## Powerful People

### Media Coverage Highlights

Additional media coverage in April included:

KTVN, Ch.13, [Small Business Resource Fair at Sahara West Library](#) (4/27/25)

Fox5, [Energy Exploration Extravaganza! At Windmill Library](#) (4/23/25)

Fox5, [Library District Offers Free English Conversation Classes](#) (4/10/25)

KTNV, Ch.13, [New Bill Aims to Protect Library Books](#) (4/9/25)

KTNV, Ch.13, [Nevada Bill Seeks to Ban All Bans on Books](#) (4/8/25) online article

Fox5, [How are DOGE Cuts Affecting Libraries?](#) (4/4/25)

8 News Now, [Chalk It Up! Festival at the Summerlin Library](#) (4/4/25)

Las Vegas Weekly, [Library Art Galleries Play a Crucial Role in 'Museum-Deprived' Las Vegas](#) (4/3/25)

Las Vegas Weekly, [Centennial Hills Library Teen Maker Fair](#) (4/3/25)

8 News Now, [Jan Concert at the Windmill Library](#) (4/2/25)

Las Vegas Weekly, [What to Do in Las Vegas: Wrestling Art Exhibit at Sahara West Library](#) (4/2/25)

8 News Now, [3D Printing Classes at Enterprise Library](#) (4/1/25)

8 News Now, [Mystic Fair at the Windmill Library](#) (3/30/25)

### **The Library District at 2025 Computers in Libraries Conference**

Senior Digital Content Specialist **Jonathan Bradley** attended the Computers in Libraries Conference in Washington, DC, to give a presentation with the Library District's website servicer BiblioCommons. The presentation, titled "Mining Library Data for Strategic Decision Making," covered BAM's ongoing website audit and how we are using data to make informed decisions about the website. Jonathan and his BiblioCommons presentation partner **Kati Polodna** will also be recording their presentation as a free webinar in August. BiblioCommons plans to promote the webinar at ALA and encourage public libraries to attend.



### Teen Empowerment Summit

Senior Digital Content Specialist **Ryan Simoneau** was invited to speak at **Whitney Library's Third Annual Teen Empowerment Summit** about pursuing a career in social media management. Ryan's "Digital Storytelling 101: Social Media Marketing for Businesses" workshop provided tips on creating authentic content that engages and inspires, the power of community building, reputation management, and crisis management strategies.



### Take Your Child to Work Day

BAM hosted a special guest on Take Your Child to Work Day when Library District Digital Content Specialist-Website **Jonathan Bradley** introduced us to his adorable son Nathan.



### 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.

In April, BAM prepared a nomination for Kelvin Watson for the **Black Caucus of the American Library Association Trailblazer Award**. This award, presented once every five years, recognizes an individual whose pioneering contributions have been outstanding and unique, and whose efforts have “blazed a trail” in the profession.

BAM also reached out to the media for possible coverage on awards that were won by Kelvin Watson (ALA Ken Haycock Award for Promoting Librarianship) and Billy Allen (ALA James Partridge Outstanding Information Professional).

Media coverage to date includes a brief in the Las Vegas Business Press, [Billy Allen Named 2025 James Partridge Outstanding African American Information Professional Award](#) (4/22/25)

## Powerful Platforms

### BAM Advertising Campaigns

#### Print Ads:

<b>STEAM Month</b>	Asian Journal	10-Apr	Half Page	\$	800.00
	Las Vegas Weekly	10-Apr	Full Page	\$	3,000.00
<b>Customer Appreciation</b>	Black Image	April	Full Page	\$	2,000.00
	Asian Journal	3-Apr	Half Page	\$	800.00
	Las Vegas Weekly	3-Apr	Full Page	\$	3,000.00
<b>Free To Be</b>	Las Vegas Weekly	17-Apr	Full Page	\$3,000 + one is complimentary	
	Black Image	April	Full Page	\$	2,000.00
<b>Summer Challenge Preregistration</b>	Las Vegas Weekly	24-Apr	Full Page	\$	3,000.00
	Asian Journal	24-Apr	Half Page	\$	800.00

#### Customer Appreciation Week 2025 Facebook Ad Campaign

Below are the analytics from the Customer Appreciation Week digital advertising campaign. The ads ran through the end of the promotion on February 28 and directed people to enter the giveaway by visiting [TheLibraryDistrict.org/Giveaway](https://TheLibraryDistrict.org/Giveaway).

#### Ad Results for Current Followers of the Library District Campaign:

Total Budget: \$2,000

Total Amount Spent: \$1,970.24

Total Link Clicks: 4,963



Cost Per Click (CPC): \$.34

Total Impressions: 403,955

URL to Ad: <https://www.facebook.com/100070899166486/posts/687025577004075/>

#### **Ad Results for Targeted Locals Who Don't Currently Follow the Library District:**

Total Budget: \$4,000

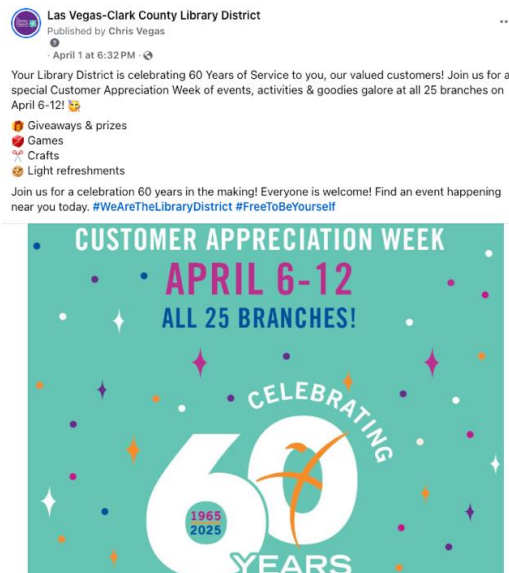
Total Amount Spent: \$3,929.74

Total Link Clicks: 8,255

Cost Per Click (CPC): \$.34

Total Impressions: 908,080

URL to Ad: <https://www.facebook.com/100070899166486/posts/687026260337340/>



#### **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 February and March campaigns:

#### **March 19: Mystic Fair + 2025 Indie Author Project + Vs. Wrestling Art Exhibit**

**Topics:** Windmill Library's annual Mystic Fair on March 29; 2025 Indie Author Project submission details; Vs. Wrestling art exhibit at Sahara West Library; Upcoming events and programs selected by PVS & YS.

- 114,523 unique opens with a 35.8% percent open rate
- 3,010 unique clicks generated
- 320,017 unique emails sent
- 225 unsubscribes

Following the March 19 eNewsletter, 9,833 cardholders used OverDrive within 7 days of opening the message; 2,826 circulated a physical item; and 1,873 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 reengagement of 1,261 Occasionals (users who have not used the library in 3-12 months), and 482 Inactives (users who have not used the library in more than 12 months), which included the reengagement of 125 Bright Future users (Teen cardholders).

**April 1: 60<sup>th</sup> Anniversary + Customer Appreciation Week + STEAM Month + Teen Summit**

**Topics:** The Library District's 60<sup>th</sup> Anniversary Celebration during Customer Appreciation Week at all 25 branches; 2025 STEAM Month details; Third Annual Teen Empowerment Summit at Whitney Library; Upcoming events and programs selected by PVS & YS.

- 154,952 unique opens with a 48.2% percent open rate
- 4,930 unique clicks generated
- 321,558 unique emails sent
- 335 unsubscribes

Following the April 1 eNewsletter, 12,216 cardholders used OverDrive within 7 days of opening the message; 3,600 circulated a physical item; and 2,583 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 reengagement of 1,242 Occasionals (users who have not used the library in 3-12 months), and 483 Inactives (users who have not used the library in more than 12 months), which included the reengagement of 117 Bright Future users (Teen cardholders).

**April 15: Poetry Walk + FREE Museum & Park Passes + Explore Local Dance, Film, Music & Fashion!**

**Topics:** The Library District's first-ever Augmented Reality Poetry Walk details; Free Museum & Park Passes at the Library District; Elevations Variety Show at Clark County Library in partnership with UNLV's Black Mountain Institute; STEM Month details; Easter holiday closure details; Upcoming events and programs selected by PVS & YS; The 2025 Spring Job Fair at the Las Vegas Convention Center; Plus National Law Day Ask-A-Lawyer free legal consultations with Legal Aid Center of Southern Nevada.

- **117,944** unique opens with a 35.5% percent open rate
- **4,832** unique clicks generated
- **332,122** unique emails sent
- **264** unsubscribes

Following the April 15 eNewsletter, 9,760 cardholders used OverDrive within 7 days of opening the message; 2,557 circulated a physical item; and 1,872 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 reengagement of 1,248 Occasionals (users who have not used the library in 3-12 months), and 456 Inactives (users who have not used the library in more than 12 months), which included the reengagement of 94 Bright Future users (Teen cardholders).

**Branch Library Highlights eNewsletters**

These are sent monthly through the **OrangeBoy system to cardholders' home branch zip codes**, creating a sense of community among neighbors.

- Emails were sent out to all 25 branches' active cardholders residing in the respective service area zip codes on March 31.
- The **average open rate for our 25 branch eNewsletters was 37.6%**, with an **average Click Through Rate (CTR) of 2.6%**. This shows our cardholders are actively looking forward to hearing from their home library.
- **555** Occasionals were Reengaged.
- **165** Inactives were Reengaged.
- **2,460** physical items were checked out from the Library District's catalog.
- **3,809** items were checked out from Overdrive.
- **1,025** items were checked out from Hoopla.

**Google AdWords Grant Update****Overview of the Campaign's Benefits:**

- Google AdWords is Google's online advertising platform, in which advertisers bid on popular keywords and 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.

## Monthly Campaign Results:

[View the Google Studio Data Report updates](#) in real-time for all our current Google Grant Google AdWords campaigns.

Conversation tracking for priority Google AdWords campaigns (March 2025):

- Our Google Grant campaigns in March **generated 4,026 Total Clicks**, which is the highest since October 2024.
- For the first time ever, we spent the entire Google Grant monthly allowance of \$10,000. Part of this higher expenditure is Google's Cost-Per-Click increased to a new high of \$2.51 Per Click, which means there is more competition for Google Ads keyword bidding.
- Our Google Ads **CTR** (Click Through Rate) was **25.46%, which was a decrease of -28% month-over-month**. Following Google's recent algorithm updates and AI Overview implementation, CTR has been more difficult to keep in the double digits. Our Google Grant ad campaign analytics can fluctuate depending on Google and other bids for our relevant keyword searches.
- Despite the dip in CTR, 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 continues to show our ads to the right people and that our Google Ads are performing as required.
- Our Google Ads generated **15,813 impressions, up +16% from the previous month**. This is the highest our account has been since June 2024!
- There were **49 instant eCard applications completed** from our Google Ads campaign.
- Our **top performing ad groups continue to be "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.

## Library District Social Media Highlights







The Library District's gallery program is about outreach, connecting with the community and ensuring free, unencumbered accessibility to art for all.



From lasvegasweekly.com

12:00 PM · Apr 8, 2025 · 521 Views



A beautiful project coming to a beautiful neighborhood. I cannot wait to see this new library open to all!

**City of Las Vegas** @CityOfLasVegas · Apr 14

Construction on the brand-new West Las Vegas Library is moving along and is expected to be completed by next spring. 🇺🇸

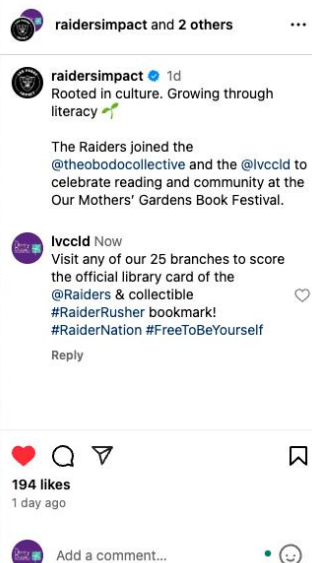
The state-of-the-art facility will double the size of the current library and bring even more resources to the heart of the community....

[Show more](#)



7:38 PM · Apr 14, 2025 · 1,180 Views



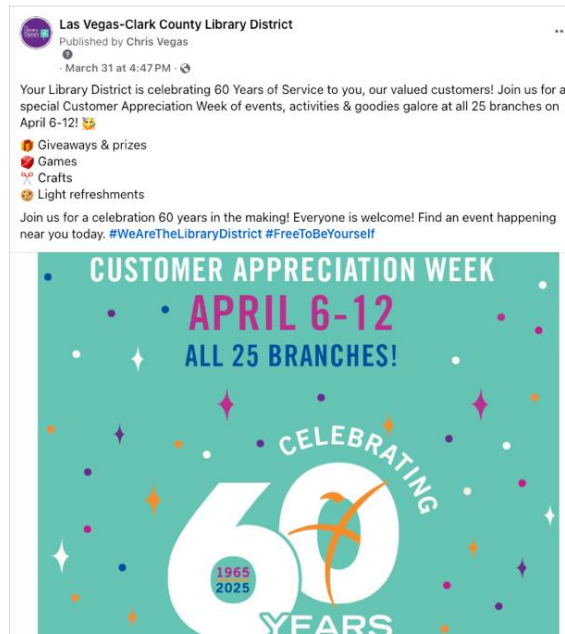




### Top Social Media Posts March 2025

#### Facebook:

Our top post in March was to help promote the Library District's Customer Appreciation Week April 6-12. This post generated **806 organic impressions, 42 user engagements**, including **2 shares**, which increases the total reach of the post.



#### X (Formerly Twitter):

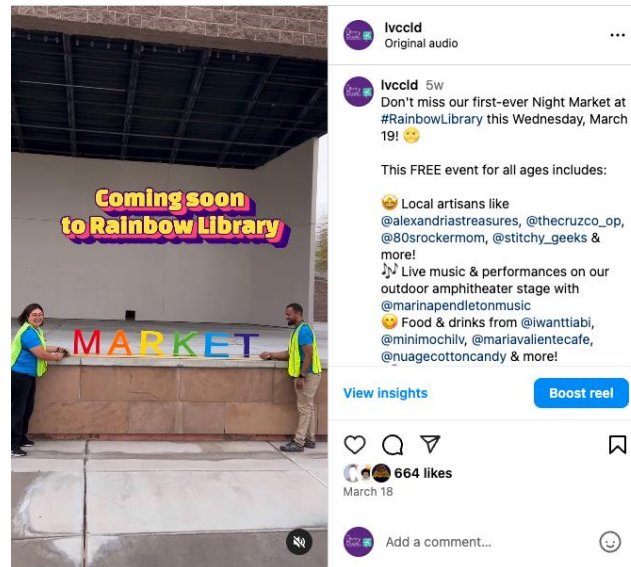
Our highest-performing post on X promoted the Las Vegas Raiders collectible bookmark. This post generated **1,401 organic impressions, 27 user engagements, & 5 shares**.



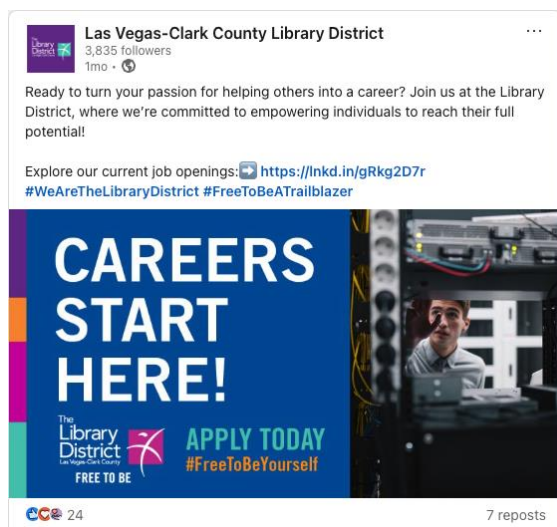


**Instagram:**

Our top-performing post was a short video the Rainbow Library staff filmed, and BAM edited to promote the inaugural Night Market at Rainbow Library. This post is one of our most popular Instagram Reels to date — generating **12,230 plays, 8,020 user accounts reached, 896 total Reels interactions, & 167 shares of the post!** This shows the power of posting timely and engaging vertical format videos, rather than traditional static images. BAM continues to provide ongoing training on this for staff.

**LinkedIn:**

Our top post on LinkedIn was sharing one of the ongoing posts which promote the Library District's current job openings. This post generated **1,661 organic impressions, 205 total user engagements, and 7 shares.** This shows people on this professional networking platform are actively looking to learn about working at the Library District.



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

	Followers	Impressions	Post Engagements	Link Clicks
<b>March 2025 Statistics</b>	19,208	81,054	2,513	410
<b>% Gain from February</b>	+1%	-91%	-90%	-97%
<b>% Gain from March 2024</b>	+13%	-46%	-37%	+94%
<b>% Gain from March 2023</b>	+25%	-69%	-72%	-54%

We continue to steadily increase new followers, but our other **key analytics on Facebook were down month-over-month**. This can be partially attributed to not running a month-long advertising campaign as we did in February to help promote the Library District's annual Library Lovers' Month Giveaway.

- 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 preparing a strategy 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 increases the awareness and attendance for these events.

**Library District X (Formerly Twitter)**

	Followers	User Engagements	Organic Impressions	Link Clicks
<b>March 2025 Statistics</b>	4,431	702	34,597	45
<b>% Change from February</b>	-.1%	-10%	+8%	-26%
<b>% Change from February 2024</b>	-2%	-37%	-43%	-39%
<b>% Change from February 2023</b>	+2%	-80%	-82%	-77%

**We were down in all our key analytics on X month-over-month except for Organic Impressions. Our X analytics have continued to trend downward year-over-year.**

This social media platform has been an ongoing challenge to reverse the downward trend to grow more followers and generate user engagement. However, as this is a legacy social media platform, there are still notable accounts 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.

- BAM continues to monitor and review the user engagement that other libraries and local organizations receive on this social media platform. We have noticed that they are also trending down, even for accounts that have more followers than us.
- To spend our limited staff time and budget more effectively, BAM is currently 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. We would keep the Library District's X account active to be able to monitor user mentions, but BAM will shift our strategic efforts to focus on growing the Library District's other social media platforms.
- 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	Views	Total Likes	Total Comments
<b>March 2025 Statistics</b>	10,566	4,789	149,735	3,662	120
<b>% Change from February</b>	+4%	-3%	+18%	-3%	-4%
<b>% Change from March 2024</b>	+34%	+25%	+43%	+18%	-8%
<b>% Change from March 2023</b>	+68%	+68%	+48%	+62%	-39%

In March, we **increased our Total Followers and Views, which Instagram has switched to reporting from Impressions.** We were **down slightly in User Engagement, Total Likes, and Comments.** Like Facebook, this can be partially attributed to not running a month-long dedicated digital advertising campaign, which also includes placement on Instagram which is owned by Meta/Facebook.

- BAM continues to prioritize **conceptualizing, 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 offers 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
<b>March 2025 Statistics</b>	3,730	8,919	905	1	600
<b>% Change from February</b>	+3%	-21%	-25%	-83%	-9%
<b>% Change from March 2024</b>	+39%	-7%	-42%	-80%	-53%
<b>% Change from March 2023</b>	+83%	+29%	-13%	-97%	+33%

We saw an increase both month-over-month and year-over-year in Total Followers, but we were down in our other 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 more targeted audiences: community partners, library industry professionals, Library District employees, and job seekers.

**Virtually Anywhere YouTube Channel**

	Channel Subscribers	Total Impressions	Total Channel Watch Time	Average View Duration
<b>March 2025 Statistics</b>	2,031	22,100	166.7 hrs	2 min 10sec
<b>% Change from February</b>	+2%	-6%	+89%	+11%
<b>% Change from March 2024</b>	+20%	-9%	+47%	+14%
<b>% Change from March 2023</b>	+47%	-26%	+22%	+78%

In March, we **increased our Total Channel Subscribers, Total Channel Watch Time, and Average View Duration. We also saw increases year-over-year with these analytics.** In addition to adding the monthly Board of Trustees livestreams, BAM is utilizing the YouTube Shorts feature to add more short-form video content which is content under three minutes.

Each month, BAM adds Library District promotional videos and YouTube Shorts such as the **#WeAreTheLibraryDistrict staff spotlight** videos and branch-submitted vertical format video content. Uploading videos consistently is prioritized by YouTube's algorithm. BAM will begin to research the benefits of creating content specifically to advertise on YouTube Shorts to help promote the Library District's priority initiatives and programming.



## Mobile App Downloads

March 2025 Metrics	Downloads	Conversion Rate	Average Daily Users	Impressions
<b>App Store (Apple)</b>	842	63%	144	1900
<b>% Change from February</b>	+1%	+2%	+6%	-2%
<b>Google Play (Android)</b>	289	67.96%	--*	412
<b>% Change from February</b>	+88%	-3%	--*	-12%

\*Unavailable in the Google Play Console which requires at least 100 daily active users.

Each month BAM spotlights the availability of the Library District mobile app on the website with priority placement on the homepage and audience browse pages. There are ongoing mentions in Library Highlights and on social media.

In March, app downloads increased **on Apple devices**, with a total of 842 downloads. **On Android devices, we saw a nearly 50% increase in downloads from the previous month!** To continue the mobile app's growth, BAM is planning to develop another ad campaign to encourage downloads and spotlight the app's functionality.

**Since the public launch in October 2024, the Library District's mobile app has been downloaded by 8,330 users on Apple devices and 2,910 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
<b>March 2025</b>	165,000	138,361	358,898	1.63	2 min 10 sec
<b>% Change from February</b>	-2%	+8%	+10%	+12%	+9%
<b>% Change from March 2024</b>	+7%	+9%	-2%	-4%	+3%
<b>% Change from March 2023</b>	N/A	N/A	N/A	N/A	N/A

**We increased our Unique Homepage Views to the website, Engaged Sessions, Engaged Sessions Per User and Average Engagement Time. We were down slightly in Unique Users to the website, but up +7% year-over-year.** This can be attributed to the advertising campaign BAM ran to help promote Maker March and Customer Appreciation Week which drove more qualified traffic to TheLibraryDistrict.org.

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

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

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

**DATE:** April 30, 2025

**SUBJECT:** Community Engagement Activity Report, May 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 **March 1, 2025 – March 31, 2025**.

**POWERFUL PEOPLE**

- Coordinated with Jaime Cruz from Workforce Connections and John Parel of DETR to implement in-person EmployNV hub workforce services at Mesquite Library.
- Met with Clark County Foster Care Senior Family Services Specialist Anthony Anguiano to support their foster families Easter event.
- Met with Exploratorium Tinkering Directors Mike Petrich and Karen Wilkinson to learn about hands-on experiences for the STEAM vehicle.
- Worked with Jeañie Williamson and Reina Jang of the Las Vegas Asian Chamber of Commerce to support their first *Business Expo*.
- Met with Jacob Sanders and Michelle French of the Clark County Regional Flood Control District to explore future partnership opportunities.
- Met with Shandrea Daniel to discuss the use of library facilities as possible microschool sites.
- Met with Sulin Jones and Alyssa Eriksen from Nevada State Library, Archives and Public Records to discuss ongoing partnership ideas and possible expansion of *My First Library*.
- Participated in planning meetings with staff from Mark Morris Dance Group. They will bring the production of *Pepperland* to Summerlin Library in May.

**POWERFUL PLACES**

- Conducted the author event *Finding Gobi* at Mesquite, Spring Valley, Windmill, and Clark County libraries.
- Windmill Library hosted its signature program *Mystic Fair*.
- Spring Valley Library hosted its signature program *Spring Fair*.
- Hosted a public reception in celebration of new exhibits by David Leiserowitz, Clay Arts Vegas, and the artists of *Vs: Wrestling Art* at Sahara West Library.
- Hosted a public reception for the artists of *Unshakeable* at West Las Vegas Library.
- Attended art receptions at ASAP, Donna Beam Gallery, Grant Hall Gallery, Nevada Humanities Program Gallery, and The Process.

- Gave a tour of the Sahara West Library to Scrambled Eggs artist collective.
- Attended the grand opening of DISCOVERY Children's Museum Water World exhibit.
- Installed new theatrical moving lights in the Clark County Library Theater.
- Clark County Library hosted County Commissioner Segerblom's monthly Town Hall meeting.
- Hosted the *Entitled Jobs* meeting with EmployNV and workforce representatives from across the United States.
- Presented the BANFF Center and the Women's Adventure Film Tours.

### POWERFUL PARTNERSHIPS

- Partnered with local arts organizations to celebrate Women's History Month.
- Visited classrooms for Nevada Reading Week to promote literacy throughout the valley.
- Toured Nevada Center for Humanity's *An Introduction to the Holocaust* exhibit on view at the Governor's Office. Collaborated with Nevada State Library, Archives and Public Records to host the education Holocaust display at five library branches from May through July, 2025.
- The Adult Learning Program finalized plans with the Nevada U.S.-China Cultural Association (NUCCA) to conduct ESL classes at the Lan Tiam Center.
- Held a Maker March nature journal program at Red Rock Canyon.
- Brought robotics and library tech to *Rose in the Desert*. This is a STEAM showcase presented by Cristo Rey & Roseman University.
- Brought library resources to the following partners:
  - Ice Age Fossils: Coffee with a Ranger Resource Day
  - Desert Breeze Spring Break Camp
  - First Friday in Downtown Las Vegas
  - Mater Academy Literacy Week
  - May Elementary Careers on Wheels
  - Cambeiro Elementary Career Day
- Expanded an artist workshop partnership with Barbara Thomas.
- Developed a partnership with The Smith Center to offer a hip hop storytime with members from the cast of Hamilton at Whitney Library as part of *Summer Challenge 2025*.
- Continued our partnership with the Las Vegas Science and Technology Festival to bring maker bags to all libraries for *Science is Everywhere Day* on Sunday, April 27.
- Assisted Nevada Museum of Art to pick up a Hale Woodruff painting from the Library District's permanent art collection. The painting will be displayed in the upcoming Reno exhibit *When Langston Hughes Came to Town*.
- Finalized Opportunity Marketing prize interest for *Summer Challenge 2025* with Panda Express, Little Caesars, Raising Canes, Handel's Ice Cream, and Freed's Bakery.
- Met with Vegas PBS to discuss bringing community workshops to library branches.
- Met with representatives from KTNV Channel 13 to discuss partnership opportunities.

### POWERFUL PLATFORMS

- Attended meetings including: District Operations Committee, Senior Leadership Team, Summer Challenge, LEAD training, Policy Review committee, and one-on-one work plans.
- The Adult Learning Program implemented a federally-approved online portal called LACES for student registration. The new platform helps better protect personal and sensitive data collected during the intake process.
- Participated in HR staff trainings including ethics & conflict of interest, Mental Illness High Risk and Low Risk Situations, and LEAD for managers and supervisors in the organization. Participated in CE led training for Monday.com with Xtivia.

Community Engagement Report  
Page 3

- Met with Financial Services to refine internal operations for contracting. Researched potential vendors for a W-9 automated solution. Met with Docubee to better understand their platform.
- Implemented a new Performing Arts Center License Agreement which was updated to reflect the new Venue Use Policy and Fees.
- Completed design of the *Summer Challenge 2025* brochures with Branding & Marketing.
- Participated in interviews for the IT Director and Business Strategies and Planning Director.

### HIGHLIGHTED EVENTS

*Jobs for the Future Workforce Panel*  
Sahara West



*ALP Instructor Training with Burlington English*  
Clark County



*Finding Gobi*  
Clark County



*Opening Celebration*  
Outreach – 7-11 on Windmill and Rainbow





*Children's Learning & Play Festival – STEAM & Stories Activation*  
Outreach – World Market Center Expo



*English as a Second Language Class*  
Nevada U.S.-China Cultural Association



*STEAM & Stories Spring Break Activation*  
Outreach – Natural History Museum



Community Engagement Report  
Page 5

*Careers on Wheels  
Outreach – May Elementary School*



*STEAM Day  
Outreach – Headstart Preschool*



*Dilbert Anderson Quartet  
West Charleston*



*NSFW – A Public Fit Theatre Company  
Clark County*



*Anyone Can Paint  
Enterprise*



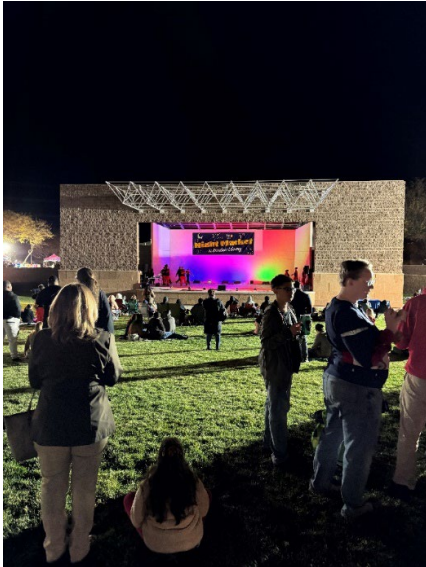
*Water World Exhibit Opening  
Outreach – DISCOVERY Children's Museum*





Community Engagement Report  
Page 6

*Rainbow Night Market  
Rainbow*



*Book Lovers' Month LEGO Display  
Sahara West*



*STEAM at Spring Break Camp  
Outreach – Desert Breeze Rec Center*



*Installation of Moving Lights  
Clark County*



Community Engagement Report  
Page 7

*Unshakeable Exhibit Demonstration  
West Las Vegas*



*Hale Woodruff's Untitled (With Dove)  
Windmill*



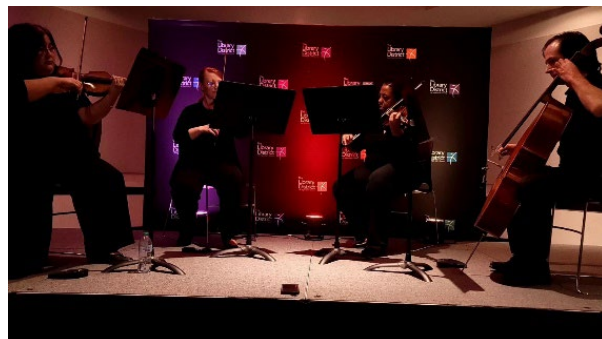
*Vs: Wrestling Art Exhibit Reception  
Sahara West*



*District E Town Hall Meeting  
Clark County*



*Elegancia  
Sahara West*

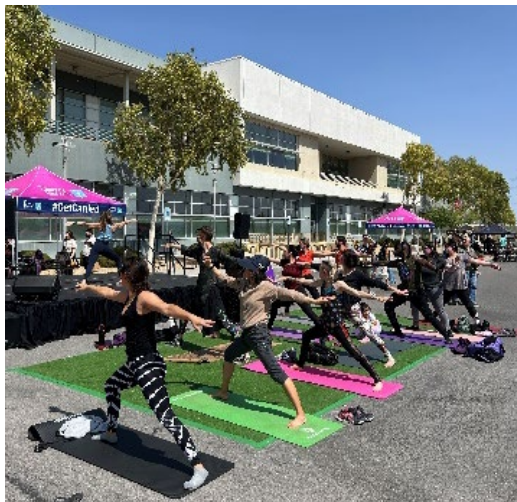




*UNLV Chamber Orchestra  
Clark County*



*Mystic Fair  
Windmill*



*We Can Do It!  
A Swingin' Celebration of Female Artists  
West Charleston*



*Alash: Tuvan Throat Singers  
West Charleston*



...

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

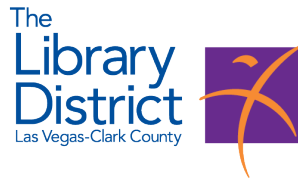
LOCATION	CIRCULATION		GATE COUNT	NEW LIBRARY CARD	PC INTERNET	PROGRAMS									
	Total	Rank				Adult		Youth		General Interest		Rental		Total	
			Total	Total	Total	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
BLUE DIAMOND	596	19	1,652	7	27	12	94	12	417	15	354	0	0	39	865
BUNKERVILLE	252	21	0	1	0	0	0	0	0	0	0	0	0	0	0
CENTENNIAL HILLS	36,072	1	31,682	664	2,777	27	647	55	1,800	35	715	22	363	139	3,525
CLARK COUNTY	12,611	9	32,225	729	5,273	48	3,673	152	1,522	35	1,062	31	1,553	266	7,810
EAST LAS VEGAS	9,099	12	24,125	443	4,584	38	2,222	52	1,153	67	1,823	10	830	167	6,028
ENTERPRISE	15,223	6	17,975	373	2,676	30	282	63	1,713	48	937	18	282	159	3,214
GOODSPRINGS	226	22	368	2	21	3	20	2	10	1	9	0	0	6	39
INDIAN SPRINGS	513	20	2,575	7	64	19	54	7	46	28	427	0	0	54	527
LAUGHLIN	3,904	14	4,962	68	723	22	217	12	161	4	626	3	109	41	1,113
MEADOWS	704	17	1,999	176	177	5	45	17	126	49	657	0	0	71	828
MESQUITE	7,360	13	12,030	122	1,240	54	556	57	998	14	370	8	73	133	1,997
MOAPA TOWN	192	25	884	5	56	2	3	5	79	7	21	0	0	14	103
MOAPA VALLEY	2,914	15	2,665	21	404	7	26	23	479	10	431	0	0	40	936
MOUNT CHARLESTON	206	24	1,302	4	20	7	32	4	85	18	105	0	0	29	222
RAINBOW	18,658	5	21,704	436	2,451	43	546	66	2,214	54	3,356	20	484	183	6,600
SAHARA WEST	32,784	2	33,416	573	3,098	26	632	57	1,761	6	289	37	701	126	3,383
SANDY VALLEY	598	18	1,045	4	59	3	6	3	67	10	31	0	0	16	104
SEARCHLIGHT	210	23	885	2	19	1	5	7	48	16	26	0	0	24	79
SPRING VALLEY	11,872	11	22,039	365	3,435	22	175	105	2,249	66	2,493	2	10	195	4,927
SUMMERLIN	19,356	4	21,302	331	1,499	21	390	23	963	21	775	32	2,024	97	4,152
SUNRISE	13,293	7	16,660	313	2,262	31	224	45	838	39	1,014	0	0	115	2,076
WEST CHARLESTON	12,366	10	23,117	331	2,748	47	696	42	610	59	1,303	11	768	159	3,377
WEST LAS VEGAS	2,745	16	17,032	227	3,588	12	169	59	529	84	2,171	8	805	163	3,674
WHITNEY	13,240	8	18,425	394	2,851	48	841	98	4,478	13	540	15	322	174	6,181
WINDMILL	30,384	3	28,036	775	3,289	17	699	36	1,455	20	2,754	23	452	96	5,360
WINDMILL SERVICE CENTER	924,806		0	1,553	73,156	143	1,601	75	2,706	21	2,239	0	0	239	6,546
2025 MONTHLY TOTAL	1,170,184		338,105	7,926	116,497	688	13,855	1,077	26,507	740	24,528	240	8,776	2,745	73,666
FY 24-25 YTD TOTAL	8,991,987		2,907,701	72,207	1,000,458	6,453	157,533	9,068	148,805	6,001	234,733	2,140	85,887	23,662	626,958

ANNUAL MONTHLY COMPARISON															
2024 MONTHLY TOTAL	981,578		331,547	11,337	97,492	1,019	17,613	1,289	21,796	949	26,236	210	6,085	3,467	71,730
% CHANGE	19%		2%	-30%	19%	-32%	-21%	-16%	22%	-22%	-7%	14%	44%	-21%	3%

ANNUAL YTD COMPARISON															
FY 23-24 YTD TOTAL	8,416,290		2,841,946	87,846	823,036	10,222	131,025	8,853	156,326	7,599	239,251	1,909	73,234	28,583	599,836
% CHANGE	7%		2%	-18%	22%	-37%	20%	2%	-5%	-21%	-2%	12%	17%	-17%	5%

ANNUAL MONTHLY COMPARISON															
2023 MONTHLY TOTAL	981,496		357,512	9,282	98,662	1,138	14,693	1,067	23,953	735	29,350	226	6,897	3,166	74,893
% CHANGE	19%		-5%	-15%	18%	-40%	-6%	1%	11%	1%	-16%	6%	27%	-13%	-2%
2022 MONTHLY TOTAL	872,685		307,670	6,762	101,538									2,734	60,681
% CHANGE	34%		10%	17%	15%									0%	21%
2021 MONTHLY TOTAL	754,839		288,655	4,046	91,554									1,441	24,498
% CHANGE	55%		17%	96%	27%									90%	201%

ANNUAL YTD COMPARISON															
FY 22-23 YTD TOTAL	8,062,362		3,006,902	77,496	805,919	9,432	126,018	8,078	156,815	6,053	201,106	2,016	74,403	25,579	558,342
% CHANGE	12%		-3%	-7%	24%	-32%	25%	12%	-5%	-1%	17%	6%	15%	-7%	12%
FY 21-22 YTD TOTAL	6,954,908		2,572,342	49,708	781,588									19,279	421,751
% CHANGE	29%		13%	45%	28%									23%	49%
FY 20-21 YTD TOTAL	6,565,529		2,352,156	40,784	749,798									10,198	170,896
% CHANGE	37%		24%	77%	33%									132%	267%



## ITEM VI.A.2.c.

### MEMORANDUM

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

**FROM:** Business Strategies and Planning Department

**DATE:** April 30, 2025

**SUBJECT:** Grants Report, May 2025

This memorandum summarizes the Business Strategies and Planning Department's significant grants initiatives for April 2025.

#### **Grants Awarded 1/1/25 to 4/28/25**

- Clark County Digital Equity Grant \$753,000 for Mobile Career Readiness Program
- Best Buy \$50,000 for remodel of the Best Buy Teen Tech Center at Clark County Library
- Clark County Community Development Block Grant (CDBG) \$43,000 for SNRHA Workforce Program

#### **Major Foundation Grants Outstanding at 4/28/2025**

- MGM Foundation: \$41,000 for Barbershop Books
- United Way of Southern Nevada: \$75,000 for Civic Engagement Academy
- Chick-fil-A: \$200,000 for Teachers in Libraries Tutoring Program
- Best Buy: \$155,000 Staffing Grant for BBTTTC

#### **Major District Grants Outstanding at 4/28/2025**

- Clark County Outside Agency Grant: \$75,000 Media Box for West Las Vegas Library
- Nevada Department of Education Grant: \$1.5 million for the Adult Learning Program
- Federal Appropriations in Community Project Funding: \$12.4 million from the offices of Senators Rosen and Cortez Masto.

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

##### **March – April Meetings**

- 3/26/2025 -- Met with the Clark County Team to discuss Environmental and Preservation for the Digital Equity Grant
- 4/8/2025 -- Met with ALP team to complete grant proposal
- 4/9/2025 -- Met with District staff to discuss BBTTTC grants.
- 4/16/2025 -- Attended Branch Managers' Meeting at Windmill Library
- 4/17/2025 -- Participated in Slime Week Planning Meeting
- 4/23/2025 -- Participated in Nevada Grant Lab's Grant Professional Certification Institute Fireside Chat



# Business Strategies and Planning

*Grants and Donations*

May 2025 Board Meeting



<b>FOUNDATION Proposals Submitted 1/1/2024 through 4/28/2025</b>	<b>FOUNDATION Payments and Signed Awards Received 7/1/2024 through 4/28/2025</b>	<b>FOUNDATION Tentatively Approved (but not received) 1/1/2024 through 4/28/2025</b>	<b>FOUNDATION Not Awarded or Program Cancelled 1/1/2024 through 4/28/2025</b>	<b>FOUNDATION ONLINE DONATIONS 7/1/2024 through 4/28/2025</b>
<b>\$2,617,000</b>	<b>\$78,544</b>	<b>\$50,000</b>	<b>\$1,504,000</b>	<b>\$14,454.91</b>

<b>DISTRICT Proposals Submitted 1/1/2024 through 4/28/2025</b>	<b>DISTRICT Payments and Signed Awards Received 7/1/2024 through 4/28/2025</b>	<b>DISTRICT Tentatively Approved (but not received) 1/1/2024 through 4/28/2025</b>	<b>DISTRICT Not Awarded or Program Cancelled 1/1/2024 through 4/28/2025</b>
<b>\$43,110,609</b>	<b>\$2,148,156</b>	<b>\$2,899,860</b>	<b>\$9,525</b>



## **Major Foundation Grants Outstanding at 4/28/2025:**

- Best Buy \$155,000 Program/Staffing Grant
- MGM Foundation \$41,000 for Barbershop Books
- United Way of Southern Nevada \$75,000 for Civic Engagement Academy
- Chick-fil-A \$200,000 for Teachers in Libraries



## **Major District Grants Outstanding at 4/28/2025:**

- Clark County Outside Agency Grant \$75,000 for West las Vegas Library Media Box
- Nevada Dept. of Education \$1.5 million for the Adult Learning Program
- Federal Appropriations \$12.4 million from Senators Rosen and Cortez Masto



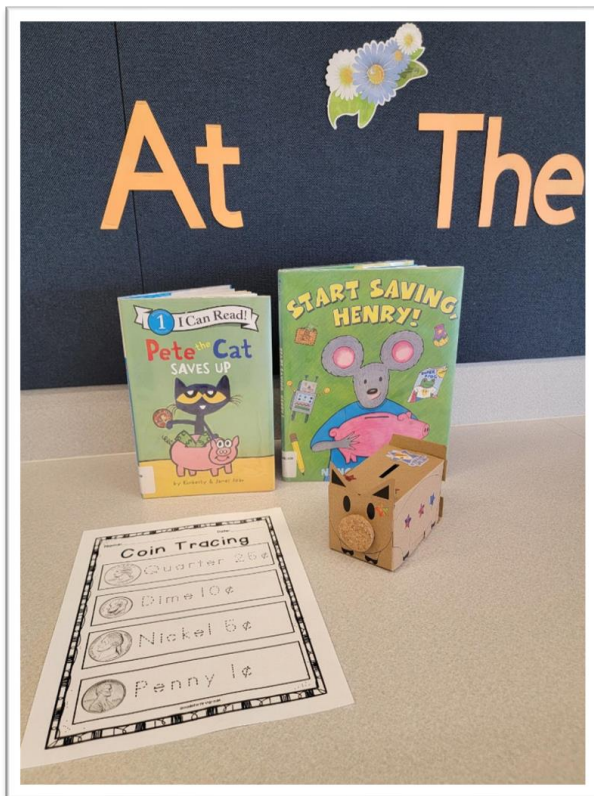


## A Few of Our New and Continued Partnerships/Donors





## Thinking Money for Kids Financial Literacy Program at Mesquite Library Funded by the American Library Association





*It's what we do...*

***Thank you!***



## ITEM VI.A.2.d.

### MEMORANDUM

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**TO:** Board of Trustees through Kelvin Watson, Executive Director  
**FROM:** Ronald Melnar, Assistant IT Director  
**DATE:** April 30, 2025  
**SUBJECT:** Information Technology Report, May 2025

This memorandum reports on the Information Technology (IT) Department's activities and project updates for the month of April.

### POWERFUL PEOPLE

- Network Systems and Cybersecurity Manager Gunnar Kim and I continue to provide the Deloitte Audit company with the information they are requesting regarding the Funding Request Numbers identified by USAC in their audit request. We have completed the initial request for information and received an additional request for information regarding two more FRNs. We have had to request a small extension to their initial deadline since the information requested needs to be recovered from archived sources due to the time frame of the work being audited.
- Systems and Security Analyst Alfred Cruz has successfully completed the annual Payment Card Industry (PCI) scan for the District. This ensures our compliance and security for the different E-Commerce devices and credit card readers located around the District.



- The IT Department welcomes the new IT Director, Robert O'Brien, who started the last week of April. Robert brings extensive experience in Information Technology across various industries, including higher education and healthcare. We are excited to have him with us and look forward to his leadership in the IT Department.
- Several members of the IT Department attended training this month. Microcomputer and Network Analysts David Pinte and Catherine Dacio attended week-long courses from Cisco Systems on the configuration and administration of the telecommunications systems that we are preparing to upgrade to. Network Systems and Security Analyst Alfred Cruz attended a week-

long Cybersecurity Conference to improve his knowledge of ransomware, phishing threats, firewall administration, and the latest features and improvements in cybersecurity initiatives industry-wide. Microcomputer Specialist Dave Rojas and IT Assistant Nadine Griego each attended a two-day long District Sponsored course in Community Emergency Response Training (CERT) to learn about disaster preparedness, fire suppression, emergency medical response, search and rescue, and terrorism.

## POWERFUL PLACES

- IT Staff continues to deploy the updated Fire Sticks, improving the display experience for the Communico Broadcast system. After modifying the configuration on these devices, they provide a much-improved, uninterrupted experience that is also capable of displaying smooth video segments.
- IT Staff is preparing to deploy the new computer reservation system, MyPC, to five branches – Windmill, East Las Vegas, West Las Vegas, Centennial Hills, and Rainbow. The pilot site at Whitney has been successfully running for over two months and we have coordinated with Today's Business Solutions (TBS) to roll out the system at these branches next. We have also been coordinating with Financial Services to apply for and configure the account settings for the credit card readers that will accompany each of the deployments. These devices will be a benefit to us because they utilize the cellular network to communicate, thus relieving us from having to include them in the routine PCI scans that we have to comply with for our E-Commerce systems.



- The IT Department has provided a hotspot to support the Library Staff Member working out of the recently implemented Misdemeanor Jail Library. This location initially provided an internet connection, but it was never functioning very well. We have provided them with the device to give them a more stable connection for performing their job at that site.
- IT Staff has deployed three new large format printers to the Rainbow, Centennial Hills, and Summerlin branches. These were purchased and received last month and represent a completion of that part of the supplemental purchase requests.

## POWERFUL PARTNERSHIPS

- IT Staff prepared and donated five of the desktop computers that had recently been replaced during the annual Tech Refresh project to the CORE organization. CORE is a local non-profit charity that promotes equity in education to assist underserved students and their families to achieve economic mobility by providing resource guides for food, mental health, basic needs, financial assistance, and educational resources.



- The District has entered into an agreement with BiblioCommons, the company responsible for our web site, to help build and AI Assistant Prototype tailored for public libraries. The prototype development will focus on AI-assisted exploration of the entire catalog, website, and program calendar as well as account management, assisting with holds, and checkouts and event registrations. The IT Department will be the focal point for this project and has committed \$50K as well as agreed to assist with the evaluations and consult with BiblioCommons on prioritization of use cases and specification of functional requirements as needed. We are looking forward to the new capabilities this feature may provide for our patrons.



## POWERFUL PLATFORMS

- The project to replace the District's Telecommunication System continues. IT Staff is nearing completion of the test we have been performing on the Cisco system, which includes the 4-digit dialing system, voicemail, the phone tree, and the Cisco gateway. We have shifted the communication and collaboration platform integration from Webex to Microsoft Teams and are currently working on testing the performance of that platform. We also believe we have selected a vendor that can provide the professional services required to build and deploy the system District-wide.
- The IT Department continues to work on economically re-configuring the network to segregate the public traffic from staff traffic. The need to provide a dedicated Direct Internet Access circuit for metropolitan branches continues to grow as we continue to receive complaints regarding the bandwidth. We have investigated utilizing the services of Lumen Technologies, but discovered that they want to charge us almost \$80K to connect several of our branches to their fiber network. Their monthly cost also turned out to be comparable to Cox Communications, whom we are already utilizing for our main network connection services. We have also decided to shift our test branch from Enterprise to Whitney since most of the recent complaints are coming from that location.
- The IT Department has purchased 95 additional licenses from Monday.com to bring our total number to 120. This was decided after discussions with the entire Administration Team and the realization that numerous staff members in the District were being invited to the program without having the proper licensing available. Based on the desires of the Directors from each department, it was decided that this number would be what was needed for the District to utilize the platform successfully. Monday.com is a cloud-based work management platform designed to help teams collaborate, organize tasks, and track progress efficiently by offering customizable workflows for Library Operations, Marketing, HR, IT, and Financial Services.
- IT Staff has completed the Vocera badge upgrade, as well as the Vocera server upgrades and the badges are being boxed up and prepared for distribution to the branches, along with 8-bay

charging stations, batteries, single USB-C charging cables, and all necessary clips and lanyards.

<b>Branch Location</b>	<b>Assigned Badges</b>
Centennial Hills	<b>20</b>
Clark County (including ALP) - No PVS	<b>44</b>
Enterprise	<b>12</b>
East Las Vegas	<b>19</b>
Rainbow	<b>16</b>
Sahara West	<b>28</b>
Spring Valley	<b>20</b>
Summerlin	<b>16</b>
Sunrise	<b>16</b>
West Charleston	<b>17</b>
West Las Vegas	<b>16</b>
Whitney	<b>20</b>
Windmill	<b>20</b>
Mesquite	<b>12</b>
PVS	<b>10</b>
TPS	<b>12</b>
<b>TOTALS</b>	<b>298</b>

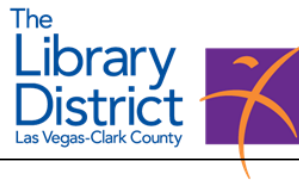


Of the \$1,830,000 approved by the Board of Trustees in the IT department's Capital Projects Fund for FY25 \$1,390,988 was expended on the items listed below:

- 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
- End-of-life IT Equipment -- \$9717
- Library Operations Supplemental -- \$7074
- Sorter Replacements -- \$17,575
- Apple MacBooks -- \$9582
- Monday.com licenses -- \$39,120

## ITEM VI.A.2.e.

### MEMORANDUM



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

**FROM:** Rebecca Colbert, Collections and Bibliographic Services Director

**DATE:** April 30, 2025

**SUBJECT:** Collections and Bibliographic Services Report, May 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 April 1-30, 2025.

Collections and Bibliographic Services staff met with several partners in April:

- Amy Sackett from Ingram visited April 1<sup>st</sup> to discuss spending and preview new ordering and processing options now available.
- Dee Hopkins from WTCox visited April 9-10 to discuss our periodical collection and deliver three 90 minute sessions on the use of CoxNet for branch staff. 23 total participants were trained.
- Jen Jost participated in the quarterly online Brodart focus group on April 14 to discuss collection development in youth services.

Several CBS staff attended LEAD training, Annual IT Compliance training and Human Resources Ethics training. Youth Services Collection Development Librarian Jen Jost attended the newly christened Youth Cultural Programming Committee meeting on April 9<sup>th</sup>.

The Media Box DVD vending machine at East Las Vegas is fully stocked and the software has been updated in preparation of opening to the public. There are still a few software issues between Sierra and the Media Box software that have prevented the machine from going live.

Director of CBS Rebecca Colbert advised Churchill County Library Director Cathy Thorsen regarding digital circulation specifically regarding Hoopla spending limits. Rebecca also spoke at length with Marie Jerry, CEO of the Hartford Public Library about the Library District's experience with vending machines from three different companies.

CBS received the first test order from Midwest Tapes for the West Las Vegas Opening Day Collection. Minor errors have been corrected and the majority of DVD orders will be submitted this month.

The last few orders of the 2025 Nevada State Collection Development Grant will be submitted this month as well. These include orders introducing Blu-Ray discs and Playaway audiobooks to the collection for the first time.

**Collection By the Numbers  
March 2025**

The District's total circulation for March was 991,778 of which 47% was derived from the use of e-media (i.e. e-books, e-audiobooks, streaming video, and digital magazines). Physical library material circulation was 518,464 and e-media circulation was 473,314. A breakdown of the e-media circulation by format follows:

- E-Books – 179,619
- E-Audiobooks – 203,012
- Magazines – 35,397
- Music – 38,774
- Video – 16,512

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 3,633 checkouts while LVCCLD accounted for 674 checkouts of Henderson's Overdrive content. Instant Digital cards generated 4.5% of Overdrive circulation with 17,137 checkouts. 1040 new IDC users were created; 1038 were local residents and two were visitors.

CBS staff added 2,752 titles with 14,967 new items to the District's collection, while 5,329 items were withdrawn from the library catalog in March. Collection Development staff added 19,429 e-books and e-audiobooks to the collection in March.

The Library at the Boulevard Mall had 22 items circulate in March. The Sunrise Hospital Anytime Library also had 13 items checked out in the same period.

There were 4397 music titles with 48 languages including 2446 English records and 235 Spanish albums downloaded from Hoopla in March 2025. We removed 375 Hoopla records from our database, updated 289 OCLC holding records. There were 4201 ISBN updates sent to EBSCO for Novelist Select Catalog Enhancement Program. There were 138 bib records loaded for BOU in March, and 341 bib records with 580 item records loaded for North Las Vegas.

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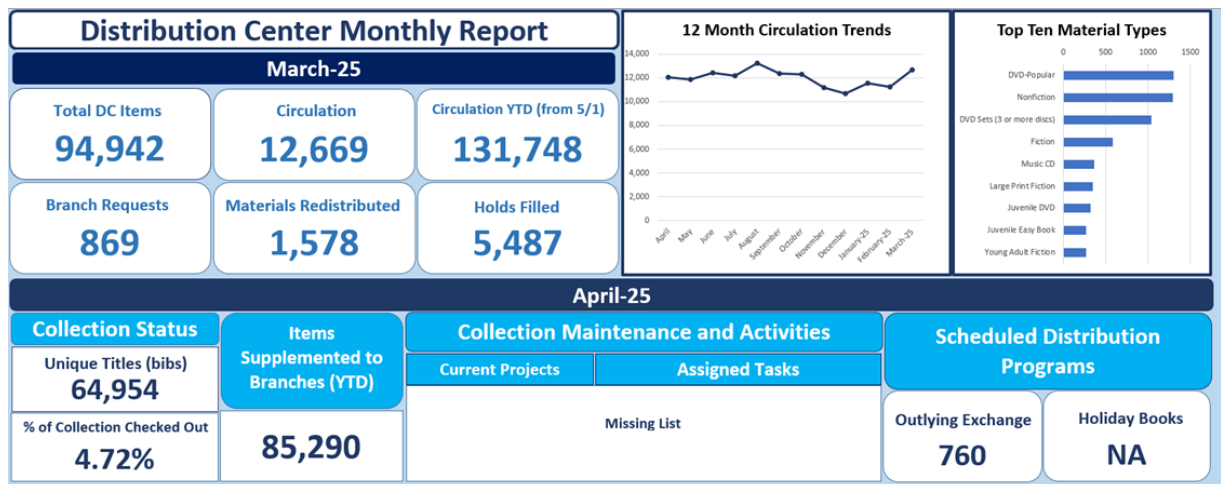
**Distribution Center****Statistics for March 2025**

The Distribution Center collection currently consists of **94,942** items and **64,954** unique titles. The DC circulated **12,669** items in **March** and **5,487** items from the collection went to fill customer holds requests. Branches requested **869** items to add to their collections, and the DC redistributed an additional **1579** popular items to where they are more likely to circulate. The DC also

exchanged more than **760** items to the Greater Clark County libraries, to aid in maintaining a responsive collection.

#### Activities: March 17 to April 24

- **3/27** – Attended a session of *Ask HR: Code of Conduct & Conflict of Interest Training*
- **3/27 & 4/24** -Edited and distributed the monthly staff newsletter, *Primary Source*, which now encompasses all CBS departments: ER, AS and YS Collection Development, ILL, Acquisitions, Cataloging and Distribution Center, and provides relevant content for District staff.
- **4/1** – Attended *collectionHQ Enhancements – Training Webinar (Baker and Taylor)* to review new updates to the software
- **4/2 & 4/3** – Attended the *Community Emergency Response Team (CERT)* training at the Windmill Service Center
- **4/8** – Conducted one session of *Collection Maintenance: Decision Center and collectionHQ* training at the Whitney Library for staff
- **4/10** – Attended the third session of LEAD training at the Windmill Service Center
- **4/16 & 4/8** – Conducted one session of *Collection Maintenance: Decision Center and collectionHQ* training at the Distribution Center for Enterprise Library YS staff. Staff stayed and shopped for materials at the DC collecting more that 75 items to add to their branch.
- **4/22** – Conducted one session of *Collection Maintenance: Decision Center and collectionHQ* training at the Windmill Library for AS staff



#### Electronic Resources Department

#### Electronic Resources Management

On March 28<sup>th</sup>, Electronic Resources Manager Suzanne Fayle launched new online resources Candid Foundation Directory & Candid GuideStar. Both resources are available in library only &

are premier resources for researching non-profit organizations. Candid is provided to The Library District through Nevada State Library, Archives and Public Records.

In April the Electronic Resources Department announced a change to accessing the popular online resource Comics Plus. Comics Plus is now available through three collections that make it easier for customers to find content by age group.

On April 8<sup>th</sup>, the Electronic Resources Department attended a Reference Solutions Power User Meeting to stay up to date on enhancements coming to the platform.

On April 16<sup>th</sup>, the Electronic Resources Manager Suzanne Fayle attended the Branch Manager Meeting.

On April 17<sup>th</sup>, the Electronic Resources Department attended a training from Transparent Language to stay up to date on enhancements & new content coming from the platform.

### **Customer & Staff Assistance**

The Electronic Resources Department assists customers with applying for eCards, using library resources & apps, as well as answers reference questions. In March 2025, the department answered 601 emails that came to the Ask account. The department answered 135 phone calls that came through the Ask phone line totaling 14 hours & 18 minutes.

### **Electronic Resource Training & Promotion**

In the month of March, the Electronic Resources Department distributed bookmarks & flyers promoting the online resources HistoryMakers, Comics Plus, & JobNow to all branch libraries.

In March, Electronic Resources Librarian Ria Eufemio designed reference guides for Comics Plus & Workforce. The reference guides are detailed instruction for customers to learn how to use the online resource platforms.

All members of the Electronic Resources Department are registered to attend the LEAD Training sessions over the next few months. In April all department team members attended the third DISC session led by the Beckley Group.

On April 8<sup>th</sup>, Electronic Resources Manager Suzanne Fayle & Electronic Resources Librarian Erin Collins attended the Summer Challenge Committee Meeting. Erin presented the ER scavenger hunt activity that will be featured during Summer Challenge. The activity will engage customers in using various online resources.

On April 10<sup>th</sup>, Electronic Resources Librarian Erin Collins facilitated training for Comic Plus. The training was well received with 11 staff members in attendance. A recording of the training was uploaded to the staff training portal in Niche Academy for on demand viewing.

On April 18<sup>th</sup>, Electronic Resources Librarian Erin Collins hosted YPL Children's Services Assistant Stephanie Kagel for job shadowing.

On April 23<sup>rd</sup>, Electronic Resources Librarian Erin Collins led an in-person training eBooks 101. The training is an overview of various eBook platforms, lending models, searching, how to recommend titles, and how new eBook & eAudiobook records are added to the catalog. The training was well received with 10 staff members in attendance.

During the month of March, 158 Niche Academy videos were watched by customers. The most popular tutorials were Hobbies & Crafts Source (38 views), hoopla (18 views), & Udemy (17 views).

During the month of March, Staff Niche Academy Electronic Resources training videos saw a total of 388 views. The most popular tutorials being the Code Club Training (132 views), Rosetta Stone FAQ (33 views), & Transparent Language Training (30 views).

### **Fresh Picks**

In March, 8,894 *Fresh Picks* eNewsletters were sent to customers. The most popular eNewsletters were *The New York Times Fiction Bestseller* (54% opened) & *Thrillers and Suspense* (54% opened) & *Top Ten* (53% opened). March saw 32 new *Fresh Picks* subscribers. The Library District has 1,152 unique subscribers who have subscribed to a total of 7,319 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 March 2025, the department responded to 26 iPad work orders & the total iPad circulation was 450.

Electronic Resources Librarian Stephanie LeClaire-Vazquez coordinated the delivery of the ER Laptop Cart to 1 branch to support various branch programs. Stephanie also coordinated with IT to update the laptops to ensure they are in working order.

### **Monthly Electronic Resources Statistics**

In March 2025, the total eMedia circulation was 473,047 & we had 296,734 retrievals usage for Online Resources.



## ITEM VI.A.3.a.

### MEMORANDUM

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

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

**DATE:** April 30, 2025

**SUBJECT:** Financial Services Report, May 2025

This memorandum summarizes the Financial Services Department's activities and project updates for the month of April 2025 and analytics compiled from the period of April 1 through April 30, 2025.

### Powerful People

#### Administration

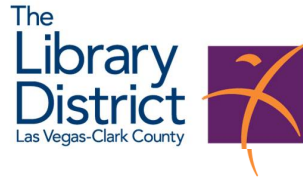
- Submitted the Fiscal Year 2025-2026 Tentative Budget to the State of Nevada Department of Taxation, Clark County, and the city of Las Vegas, after presentation to the Board of Trustees Finance and Audit Committee
- Compiled information, projections, and forecasts for the Fiscal Year 2025-2026 Final Budget, for budget adoption
- Published the Public Hearing notice for the Fiscal Year 2025-2026 Tentative Budget
- Submitted required reports and budgets for the West Las Vegas QALICB
- **Floresto Cabias** and **Cherrie DeLaney** met with Sylogist to evaluate an upgrade to the Microsoft Navigator financial system
- **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
- **Martha Ford** and **Gail Sorensen** submitted literacy program budget amendments to the Nevada Department of Education
- **Lauren DiPentino** and **Amy Lin** met with XTVIA consultants to design workflow efficiencies using *Monday.com* software
- **Lauren DiPentino** created and updated vendor and customer accounts for accounts payable and accounts receivable in the Microsoft Navigator financial system
- **Lauren DiPentino** prepared and followed up on Agreements for Services for performances scheduled for District-wide events
- **Lauren DiPentino** prepared weekly bank deposits
- Prepared monthly Budget Status Reports
- Scanned documents and updated files

#### Accounting

- Coded and verified all transactions (\$6,855,251.89 for the month of April)
- Performed cash flow analysis
- Performed all payroll related duties, including PERS report
- Performed all accounts payable duties



- Performed all accounts receivable duties, including collections for overdue accounts
- Prepared year-to-date detail transaction reports for each location/department
- Reviewed and reconciled outstanding invoices
- Reconciled daily cash reports received from branches to bank deposits
- Provided detailed budget status for staff as requested
- Prepared and scanned monthly journal voucher entries
- Reconciled monthly bank statements
- Prepared and mailed Programming and Venues Services and Financial Services invoices
- Processed refunds for cancelled Room Reservations
- Reviewed e-fines and customer inquiries regarding online payments
- Reconciled copier meter reading reports from branches/departments to invoices
- Managed/tracked all grant activity and prepared related reports
- Managed all investment activity
- Performed all accounting functions related to the West Las Vegas QALICB
- Administered the District's P-card and Amazon accounts
- Performed cash handling observations and fixed asset inventories at library branches



## MEMORANDUM

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

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

**DATE:** April 30, 2025

**SUBJECT:** Financial Services Report, May 2025

Enclosed are the budget status reports for April 2025. General fund revenues show 87% of budgeted revenues collected.

### **Property Tax Revenues**

As of April 25, 2025, the District collected \$67.0M in property taxes, which is on track to exceed the \$68.5M budget. Property taxes are assessed on a fiscal year basis beginning on July 1.

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

The CTX shows 63% collected so far this fiscal year, compared to 59% collected for the same period in the prior year.

Due to ongoing technical challenges related to the State of Nevada's tax system modernization, staff continues to face difficulty in providing a clear month-to-month analysis of CTX revenue trends. Although the State has resumed end-of-month distributions and is working to resolve the backlog of delayed or misallocated payments, these efforts are still in progress and prior months' revenue data remains misaligned. As a result, comparisons between current and prior-year distributions remain unreliable. However, collecting 63% in total compared to 59% for the same period last year, suggests stability in broader trends despite the current reporting limitations.

### **Expenditures**

The General Fund has spent 68% of the allocated budget for FY 2025, which is on pace to meet budget expectations. See the summary of expenditures by department in the reports below.

Due to the disruption in CTX reporting, risks to federal funding, and an uncertain economic environment, staff is actively controlling costs in FY 2025 to ensure stability in the FY 2026 budget.

**Ending Fund Balance**

By employing the cost controls described, staff expects to maintain an ending fund balance for FY 2025 that is at least 20% of budgeted expenditures. The District will transfer \$16.5M from the General Fund to the Capital Projects Fund in FY 2025.

Staff will be available to answer questions.

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

Financial Services Report  
Page 5

**General Fund - 100**  
**From 07/01/2024 Through 04/25/2025**

	YTD Actual	Budget	Variance Amount	Variance Percent
<b>Revenues</b>				
Tax Revenue	\$ 67,028,720.71	\$ 68,500,000.00	\$ 1,471,279.29	2.15%
Intergovernmental Revenue	19,719,263.55	31,500,000.00	11,780,736.45	37.40%
Charges for Services	480,881.81	800,000.00	319,118.19	39.89%
Miscellaneous	1,961,428.04	1,974,856.00	13,427.96	0.68%
<b>Total Revenues</b>	<b>\$ 89,190,294.11</b>	<b>\$ 102,774,856.00</b>	<b>\$ 13,584,561.89</b>	<b>13.22%</b>
<b>Expenditures</b>				
Salaries	\$ 29,133,814.10	\$ 41,336,571.71	\$ 12,202,757.61	29.52%
Benefits	12,945,197.54	19,313,108.29	6,367,910.75	32.97%
Supplies & Services	12,883,081.23	21,168,638.40	8,285,557.17	39.14%
Capital Outlay	10,723,492.25	14,432,522.60	3,709,030.35	25.70%
<b>Total Expenditures</b>	<b>\$ 65,685,585.12</b>	<b>\$ 96,250,841.00</b>	<b>\$ 30,565,255.88</b>	<b>31.76%</b>
<b>Excess of Revenues Over Expenditures</b>	<b>\$ 23,504,708.99</b>	<b>\$ 6,524,015.00</b>		

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

Financial Services Report  
Page 6

**General Fund - 100**  
**From 07/01/2024 Through 04/25/2025**

		YTD Actual	Budget	Variance Amount	Variance Percent
110	Executive	\$ 581,863.63	\$ 925,714.00	\$ 343,850.37	37.14%
120	Library Operations	2,273,943.11	2,570,001.09	296,057.98	11.52%
200	Financial Services	1,316,444.23	2,498,816.00	1,182,371.77	47.32%
215	Community Outreach	624,687.06	859,457.00	234,769.94	27.32%
216	Youth Services	484,759.81	693,949.00	209,189.19	30.14%
217	Adult Services	297,399.16	529,590.00	232,190.84	43.84%
220	Business Strategies and Planning	603,836.01	1,133,791.78	529,955.77	46.74%
240	General Services	8,660,063.78	13,072,918.00	4,412,854.22	33.76%
250	Human Resources	1,833,080.07	3,282,531.00	1,449,450.93	44.16%
251	HR-Work Insurance	816,180.31	1,507,000.00	690,819.69	45.84%
260	Information Technology	4,074,795.47	5,908,911.00	1,834,115.53	31.04%
270	Literacy Services	185,531.07	2,210,830.00	2,025,298.93	91.61%
280	Branding and Marketing	2,351,024.87	3,555,752.00	1,204,727.13	33.88%
290	Access Services	196,561.20	1,430,870.13	1,234,308.93	86.26%
310	Collection and Bibliographic Services	12,707,283.62	17,058,705.00	4,351,421.38	25.51%
320	Gallery Services	178,361.36	242,302.00	63,940.64	26.39%
330	Programming and Venues Services	2,931,691.91	3,824,342.00	892,650.09	23.34%
340	Community Engagement	466,961.86	817,095.00	350,133.14	42.85%
400	Library Operations	25,101,116.59	34,128,266.00	9,027,149.41	26.45%
<b>Total</b>		<b>\$ 65,685,585.12</b>	<b>\$ 96,250,841.00</b>	<b>\$ 30,565,255.88</b>	<b>31.76%</b>

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

Financial Services Report  
Page 7

**General Fund - 100**  
**Library Operations - Dept 400**  
**From 07/01/2024 Through 04/25/2025**

		YTD Actual	Budget	Variance Amount	Variance Percent
100	Blue Diamond Library	\$ 132,239.00	\$ 147,984.00	\$ 15,745.00	10.64%
110	Bunkerville Library	112,896.30	152,707.00	39,810.70	26.07%
120	Clark County Library	2,166,012.32	3,218,728.00	1,052,715.68	32.71%
130	Enterprise Library	1,315,833.76	1,809,598.00	493,764.24	27.29%
140	Goodsprings Library	92,463.08	112,540.00	20,076.92	17.84%
160	Indian Springs Library	139,040.78	176,567.00	37,526.22	21.25%
180	Laughlin Library	635,098.98	916,530.00	281,431.02	30.71%
190	Mesquite Library	1,019,571.15	1,441,452.00	421,880.85	29.27%
200	Moapa Town Library	109,088.36	137,995.00	28,906.64	20.95%
210	Moapa Valley Library	317,547.84	402,792.00	85,244.16	21.16%
220	Mount Charleston Library	107,497.07	137,615.00	30,117.93	21.89%
230	Rainbow Library	1,712,555.46	2,205,568.00	493,012.54	22.35%
240	Sahara West Library	2,379,185.61	3,009,614.00	630,428.39	20.95%
250	Sandy Valley Library	117,454.21	158,778.00	41,323.79	26.03%
260	Searchlight Library	107,591.37	136,488.00	28,896.63	21.17%
270	Spring Valley Library	1,611,230.25	2,087,699.00	476,468.75	22.82%
280	Summerlin Library	1,346,106.03	1,748,337.00	402,230.97	23.01%
290	Sunrise Library	1,395,020.78	1,858,716.00	463,695.22	24.95%
300	West Charleston Library	1,616,917.07	2,214,268.00	597,350.93	26.98%
310	West Las Vegas Library	1,437,645.83	2,285,488.00	847,842.17	37.10%
320	Whitney Library	1,387,276.54	2,034,859.00	647,582.46	31.82%
360	Meadows Library	134,198.33	176,901.00	42,702.67	24.14%
370	Centennial Hills Library	1,774,272.18	2,360,371.00	586,098.82	24.83%
380	Windmill Library	1,797,048.03	2,370,606.00	573,557.97	24.19%
390	East Las Vegas Library	1,760,447.93	2,337,371.00	576,923.07	24.68%
605	City Misdemeanant	56,384.88	58,694.00	2,309.12	3.93%
610	Clark County Detention Dept.	320,493.45	430,000.00	109,506.55	25.47%
<b>Total</b>		<b>\$ 25,101,116.59</b>	<b>\$ 34,128,266.00</b>	<b>\$ 9,027,149.41</b>	<b>26.45%</b>

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

Financial Services Report  
Page 8

**General Fund - 100**  
**From 07/01/2024 Through 04/25/2025**

		YTD Actual	Budget	Variance Amount	Variance Percent
51100	Salaries - Full Time	\$ 23,897,633.61	\$ 33,530,000.00	\$ 9,632,366.39	28.73%
51200	Salaries - Part Time	4,281,562.38	6,248,000.00	1,966,437.62	31.47%
51300	Overtime Pay	48,068.68	75,000.00	26,931.32	35.91%
51400	Call Back Pay	12,443.04	13,213.40	770.36	5.83%
51500	Standby Pay	53,030.91	64,809.00	11,778.09	18.17%
51600	Longevity Pay	194,231.96	251,566.00	57,334.04	22.79%
51700	Separation Pay	346,460.73	450,000.00	103,539.27	23.01%
51800	Leave Buyout	300,382.79	500,000.00	199,617.21	39.92%
55100	Employees Retirement	8,147,916.03	11,548,997.00	3,401,080.97	29.45%
55200	Group Insurance	4,024,635.37	6,298,568.00	2,273,932.63	36.10%
55300	Workers' Comp. Payments	103,527.25	272,000.00	168,472.75	61.94%
55400	Medicare Coverage Expense	662,550.45	937,000.00	274,449.55	29.29%
55500	Unemployment Insurance	6,568.44	160,000.00	153,431.56	95.89%
61100	Office Supplies	428,015.03	612,630.00	184,614.97	30.13%
61110	Operating Supplies	373,335.86	820,200.00	446,864.14	54.48%
61120	Software & User Licenses	492,905.18	595,532.00	102,626.82	17.23%
61130	Software Maintenance	1,525,561.25	2,042,700.00	517,138.75	25.32%
61200	Book Materials & Supplies	45,696.80	110,000.00	64,303.20	58.46%
61205	Interlibrary Loan	467.03	4,500.00	4,032.97	89.62%
61210	Small Equipment	188,116.62	417,750.00	229,633.38	54.97%
61400	Equipment Repair & Maint.	557,508.27	814,800.00	257,291.73	31.58%
61410	Contracted Services	4,408,260.08	7,350,000.00	2,941,739.92	40.02%
61420	Building Repair & Maint.	191,671.74	400,000.00	208,328.26	52.08%
61500	Rental Expenses	57,256.67	75,916.00	18,659.33	24.58%
61600	Telephone	555,829.37	690,000.00	134,170.63	19.45%
61700	Utilities	1,528,702.16	2,500,000.00	971,297.84	38.85%
61800	Insurance & Bonds	478,868.30	480,000.00	1,131.70	0.24%
61900	Professional Services	645,217.52	1,173,700.00	528,482.48	45.03%
61910	Legal Services	101,126.50	363,000.00	261,873.50	72.14%
62200	Collection Agencies	1,194.75	100,000.00	98,805.25	98.81%
62300	Board Compensation	3,720.00	10,000.00	6,280.00	62.80%
62500	Postage	206,514.87	365,000.00	158,485.13	43.42%
62510	Advertising	271,861.36	469,700.00	197,838.64	42.12%
62600	Community Events	7,082.69	67,200.00	60,117.31	89.46%
62610	Staff Day	1,028.71	30,000.00	28,971.29	96.57%
62620	Recruitment	41,763.54	56,900.00	15,136.46	26.60%
62700	Education & Training	106,986.25	244,500.00	137,513.75	56.24%
62800	Travel & Transportation	125,000.93	270,800.00	145,799.07	53.84%
62900	Printing & Reproduction	320,884.86	391,900.00	71,015.14	18.12%
63000	Dues & Subscriptions	27,594.33	59,400.00	31,805.67	53.54%
65000	Miscellaneous Expenses	60,571.37	170,800.00	110,228.63	64.54%
65100	Bank Charges	42,739.19	50,000.00	7,260.81	14.52%
67000	Rental Expenses to QALICBs	87,600.00	732,237.00	644,637.00	88.04%
81600	Capital Equipment - Major	7,522.60	7,522.60	-	0.00%
81700	Library Books	10,715,969.65	14,425,000.00	3,709,030.35	25.71%
<b>Total</b>		<b>\$ 65,685,585.12</b>	<b>\$ 96,250,841.00</b>	<b>\$ 30,565,255.88</b>	<b>31.76%</b>

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

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**Grant Fund - 220**  
**From 07/01/2024 Through 04/25/2025**

	YTD Actual	Budget	Variance Amount	Variance Percent
<b>Revenues</b>				
Intergovernmental Revenue	\$ 1,459,015.43	\$ 20,000,000.00	\$ 18,540,984.57	92.70%
<b>Total Revenues</b>	<b>\$ 1,459,015.43</b>	<b>\$ 20,000,000.00</b>	<b>\$ 18,540,984.57</b>	<b>92.70%</b>
<b>Expenditures</b>				
Salaries	\$ 780,692.25	\$ 1,300,000.00	\$ 519,307.75	39.95%
Benefits	322,492.82	700,000.00	377,507.18	53.93%
Supplies & Services	216,932.57	10,000,000.00	9,783,067.43	97.83%
Capital Outlay	156,217.07	8,000,000.00	7,843,782.93	98.05%
<b>Total Expenditures</b>	<b>\$ 1,476,334.71</b>	<b>\$ 20,000,000.00</b>	<b>\$ 18,523,665.29</b>	<b>92.62%</b>
<b>Deficit of Revenues Under Expenditures</b>	<b>\$ (17,319.28)</b>	-		



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**Grant Fund - 220**  
**From 07/01/2024 Through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
51100	Salaries - Full Time	\$ 633,529.39	\$ 900,000.00	\$ 266,470.61	29.61%
51200	Salaries - Part Time	145,727.16	400,000.00	254,272.84	63.57%
51300	Overtime Pay	154.66	1,000.00	845.34	84.53%
51600	Longevity Pay	1,281.04	1,700.00	418.96	24.64%
55100	Employees Retirement	203,998.87	400,000.00	196,001.13	49.00%
55200	Group Insurance	98,449.90	220,000.00	121,550.10	55.25%
55400	Medicare Coverage Expense	20,044.05	80,000.00	59,955.95	74.94%
61100	Office Supplies	6,195.54	511,000.00	504,804.46	98.79%
61120	Software & User Licenses	102,058.22	1,056,000.00	953,941.78	90.34%
61210	Small Equipment	78,230.90	2,000,000.00	1,921,769.10	96.09%
61410	Contracted Services	-	2,018,900.00	2,018,900.00	100.00%
62700	Education & Training	14,400.00	1,011,400.00	997,000.00	98.58%
62800	Travel & Transportation	16,047.91	1,004,000.00	987,952.09	98.40%
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	56,200.00	7,900,000.00	7,843,800.00	99.29%
81700	Library Books	100,017.07	116,000.00	15,982.93	13.78%
<b>Total</b>		<b>\$ 1,476,334.71</b>	<b>\$ 20,000,000.00</b>	<b>\$ 18,523,665.29</b>	<b>92.62%</b>

**Las Vegas-Clark County Library District**  
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**Gift Fund - 230**  
**From 07/01/2024 Through 04/25/2025**

	YTD Actual	Budget	Variance Amount	Variance Percent
<b>Revenues</b>				
Miscellaneous	\$ 371,000.86	\$ 10,000,000.00	\$ 9,628,999.14	96.29%
<b>Total Revenues</b>	<b>\$ 371,000.86</b>	<b>\$ 10,000,000.00</b>	<b>\$ 9,628,999.14</b>	<b>96.29%</b>
<b>Expenditures</b>				
Salaries	\$ 208,640.63	\$ 208,640.63	\$ -	0.00%
Benefits	94,800.64	94,800.64	-	0.00%
Supplies & Services	176,112.79	5,900,000.00	5,723,887.21	97.02%
Capital Outlay	4,335.50	3,796,558.73	3,792,223.23	99.89%
<b>Total Expenditures</b>	<b>\$ 483,889.56</b>	<b>\$ 10,000,000.00</b>	<b>\$ 9,516,110.44</b>	<b>95.16%</b>
<b>Deficit of Revenues Under Expenditures</b>	<b>\$ (112,888.70)</b>	<b>-</b>		

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**Gift Fund - 230****From 07/01/2024 Through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
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	90,931.08	100,000.00	9,068.92	9.07%
61210	Small Equipment	1,169.95	100,000.00	98,830.05	98.83%
61410	Contracted Services	42,375.00	100,000.00	57,625.00	57.63%
61900	Professional Services	12,272.00	200,000.00	187,728.00	93.86%
62510	Advertising	1,304.00	100,000.00	98,696.00	98.70%
62600	Community Events	24,006.28	100,000.00	75,993.72	75.99%
62800	Travel & Transportation	-	100,000.00	100,000.00	100.00%
62900	Printing & Reproduction	1,231.88	6,558.73	5,326.85	81.22%
65000	Miscellaneous Expenses	2,822.60	100,000.00	97,177.40	97.18%
81600	Capital Equipment - Major	-	3,690,000.00	3,690,000.00	100.00%
81700	Library Books	4,335.50	100,000.00	95,664.50	95.66%
<b>Total</b>		<b>\$ 483,889.56</b>	<b>\$ 10,000,000.00</b>	<b>\$ 9,516,110.44</b>	<b>95.16%</b>

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**Statement of Revenues and Expenditures**

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**Capital Projects Fund - 510**  
**From 07/01/2024 Through 04/25/2025**

	YTD Actual	Budget	Variance Amount	Variance Percent
<b>Revenues</b>				
Miscellaneous	\$ 1,835,554.32	\$ 1,200,000.00	\$ (635,554.32)	-52.96%
<b>Total Revenues</b>	<b>\$ 1,835,554.32</b>	<b>\$ 1,200,000.00</b>	<b>\$ (635,554.32)</b>	<b>-52.96%</b>
<b>Expenditures</b>				
Supplies & Services	\$ 2,365,411.66	\$ 4,109,500.00	\$ 1,744,088.34	42.44%
Capital Outlay	4,882,094.66	12,557,500.00	7,675,405.34	61.12%
<b>Total Expenditures</b>	<b>\$ 7,247,506.32</b>	<b>\$ 16,667,000.00</b>	<b>\$ 9,419,493.68</b>	<b>56.52%</b>
<b>Deficit of Revenues Under Expenditures</b>	<b>\$ (5,411,952.00)</b>	<b>\$ (15,467,000.00)</b>		

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**Capital Projects Fund - 510**  
**From 07/01/2024 Through 04/25/2025**

		YTD Actual	Budget	Variance Amount	Variance Percent
61110	Operating Supplies	\$ 6,527.33	\$ 500,000.00	\$ 493,472.67	98.69%
61120	Software & User Licenses	54,720.74	55,000.00	279.26	0.51%
61130	Software Maintenance	75,653.75	76,000.00	346.25	0.46%
61210	Small Equipment	818,591.52	820,000.00	1,408.48	0.17%
61400	Equipment Repair & Maint.	11,238.00	18,000.00	6,762.00	37.57%
61410	Contracted Services	7,350.00	100,000.00	92,650.00	92.65%
61420	Building Repair & Maint.	1,062,946.16	1,100,000.00	37,053.84	3.37%
61500	Rental Expenses	3,340.00	5,000.00	1,660.00	33.20%
61700	Utilities	660.00	5,000.00	4,340.00	86.80%
61800	Insurance & Bonds	2,415.00	10,000.00	7,585.00	75.85%
61900	Professional Services	72,333.81	165,000.00	92,666.19	56.16%
61910	Legal Services	60,617.59	115,000.00	54,382.41	47.29%
65000	Miscellaneous Expenses	128,041.49	155,000.00	26,958.51	17.39%
65100	Bank Charges	60,976.27	661,000.00	600,023.73	90.78%
81300	Buildings	356,912.60	374,000.00	17,087.40	4.57%
81400	Construction in Progress	2,817,771.22	2,900,000.00	82,228.78	2.84%
81500	Capital Improvements	259,644.36	6,975,000.00	6,715,355.64	96.28%
81600	Capital Equipment - Major	779,906.04	1,958,000.00	1,178,093.96	60.17%
81700	Library Books	667,860.44	675,000.00	7,139.56	1.06%
<b>Total</b>		<b>\$ 7,247,506.32</b>	<b>\$ 16,667,000.00</b>	<b>\$ 9,419,493.68</b>	<b>56.52%</b>

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**Project 2050 - Furniture Replacement**  
**From 07/01/2024 through 04/25/2025**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
<b>Expenditures</b>					
61210	Small Equipment	\$ 32,232.48	\$ 100,000.00	\$ 67,767.52	68%
<b>Total Expenditures</b>		<b>\$ 32,232.48</b>	<b>\$ 100,000.00</b>	<b>\$ 67,767.52</b>	<b>68%</b>

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**Project 2200 - Financial Services**  
**From 07/01/2024 through 04/25/2025**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
<b>Expenditures</b>					
61210	Small Equipment	\$ 2,597.00	\$ 50,000.00	\$ 47,403.00	95%
61900	Professional Services	4,350.00	5,000.00	650.00	13%
65100	Bank Charges	60,976.27	70,500.00	9,523.73	14%
81600	Capital Equipment - Major	24,162.00	180,000.00	155,838.00	87%
<b>Total Expenditures</b>		<b>\$ 92,085.27</b>	<b>\$ 305,500.00</b>	<b>\$ 213,414.73</b>	<b>70%</b>

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**Project 4010 - IT - Tech Replacements & Upgrades**  
**From 07/01/2024 through 04/25/2025**

		<b>510</b>			
		<b>Capital Projects Fund</b>			
		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
<b>Expenditures</b>					
61110	Operating Supplies	\$ 3,100.07	\$ 90,000.00	\$ 86,899.93	97%
61120	Software & User Licenses	54,720.74	55,000.00	279.26	1%
61130	Software Maintenance	75,653.75	100,000.00	24,346.25	24%
61210	Small Equipment	680,475.13	700,000.00	19,524.87	3%
61400	Equipment Repair & Maint.	9,003.00	10,000.00	997.00	10%
61410	Contracted Services	7,350.00	75,000.00	67,650.00	90%
81600	Capital Equipment - Major	604,683.35	800,000.00	195,316.65	24%
<b>Total Expenditures</b>		<b>\$ 1,434,986.04</b>	<b>\$ 1,830,000.00</b>	<b>\$ 395,013.96</b>	<b>22%</b>



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**Project 5010 - Bldg Repair & Maintenance**  
**From 07/01/2024 through 04/25/2025**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
<b>Expenditures</b>					
61110	Operating Supplies	\$ 340.97	\$ 2,347,000.00	\$ 2,346,659.03	100%
61210	Small Equipment	30,694.48	35,000.00	4,305.52	12%
61420	Building Repair & Maint.	391,946.44	740,000.00	348,053.56	47%
61900	Professional Services	11,836.40	40,000.00	28,163.60	70%
61910	Legal Services	5,400.00	13,000.00	7,600.00	58%
81600	Capital Equipment - Major	1,138,871.04	450,000.00	(688,871.04)	-153%
<b>Total Expenditures</b>		<b>\$ 1,579,089.33</b>	<b>\$ 3,625,000.00</b>	<b>\$ 2,045,910.67</b>	<b>56%</b>

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**Encumbrance Budget**  
**By Project**

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**Project 5015 - Capital Construction**  
**From 07/01/2024 through 04/25/2025**

		510 Capital Projects Fund			
		YTD Actual	Budget	Variance Amount	Variance Percent
<b>Expenditures</b>					
81500	Capital Improvements	\$ 3,028,312.71	\$ 8,975,000.00	\$ 5,946,687.29	66%
<b>Total Expenditures</b>		<b>\$ 3,028,312.71</b>	<b>\$ 8,975,000.00</b>	<b>\$ 5,946,687.29</b>	<b>66%</b>

**Las Vegas-Clark County Library District**  
**Encumbrance Budget**  
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**Project 5020 - CE Projects**  
**From 07/01/2024 through 04/25/2025**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
<b>Expenditures</b>					
61210	Small Equipment	\$ -	\$ 15,000.00	\$ 15,000.00	100%
61410	Contracted Services	-	45,000.00	45,000.00	100%
81500	Capital Improvements	22,632.75	27,000.00	4,367.25	16%
81600	Capital Equipment - Major	379,196.61	970,000.00	590,803.39	61%
<b>Total Expenditures</b>		<b>\$ 401,829.36</b>	<b>\$ 1,057,000.00</b>	<b>\$ 655,170.64</b>	<b>62%</b>

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**Encumbrance Budget**  
**By Project**

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**Project 7010 - Library Materials**  
**From 07/01/2024 through 04/25/2025**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
<b>Expenditures</b>					
81700	Library Books	\$ 667,860.44	\$ 625,000.00	\$ (42,860.44)	-7%
<b>Total Expenditures</b>		<b>\$ 667,860.44</b>	<b>\$ 625,000.00</b>	<b>\$ (42,860.44)</b>	<b>-7%</b>

**Las Vegas-Clark County Library District**  
**Encumbrance Budget**  
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**Project 9010 - Vehicle Purchase and Replacement**  
**From 07/01/2024 through 04/25/2025**

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

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>Variance Percent</b>
<b>Expenditures</b>					
81600	Capital Equipment - Major	\$ 11,110.69	\$ 150,000.00	\$ 138,889.31	93%
<b>Total Expenditures</b>		<b>\$ 11,110.69</b>	<b>\$ 150,000.00</b>	<b>\$ 138,889.31</b>	<b>93%</b>

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

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**Debt Service Fund - 610**  
**From 07/01/2024 Through 04/25/2025**

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

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**Debt Service Fund - 610**  
**From 07/01/2024 Through 04/25/2025**

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

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

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**General Fund - 100**  
**Executive - 110**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 311,330.20	\$ 411,076.00	\$ 99,745.80
<b>Total Salaries and Wages</b>		<b>\$ 311,330.20</b>	<b>\$ 411,076.00</b>	<b>\$ 99,745.80</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 90,420.01	\$ 137,711.00	\$ 47,290.99
55200	Group Insurance	21,771.18	45,216.00	23,444.82
55400	Medicare Coverage Expense	4,653.85	5,961.00	1,307.15
<b>Total Employee Benefits</b>		<b>\$ 116,845.04</b>	<b>\$ 188,888.00</b>	<b>\$ 72,042.96</b>
<b>Services and Supplies</b>				
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	43,046.99	45,000.00	1,953.01
61210	Small Equipment	-	10,000.00	10,000.00
61900	Professional Services	9,304.20	75,000.00	65,695.80
61910	Legal Services	53,813.00	75,000.00	21,187.00
62300	Board Compensation	3,720.00	10,000.00	6,280.00
62600	Community Events	531.85	15,000.00	14,468.15
62700	Education & Training	4,086.00	5,000.00	914.00
62800	Travel & Transportation***	16,808.54	25,000.00	8,191.46
62900	Printing & Reproduction	-	250.00	250.00
63000	Dues & Subscriptions	19,948.40	30,000.00	10,051.60
65000	Miscellaneous Expenses	1,599.70	30,000.00	28,400.30
<b>Total Services and Supplies</b>		<b>\$ 153,688.39</b>	<b>\$ 325,750.00</b>	<b>\$ 172,061.61</b>
<b>Total Executive-110</b>		<b>\$ 581,863.63</b>	<b>\$ 925,714.00</b>	<b>\$ 343,850.37</b>

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



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

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**General Fund - 100**  
**Library Operations - 120**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,318,667.31	\$ 1,350,000.00	\$ 31,332.69
51200	Salaries - Part Time	107,680.11	150,000.00	42,319.89
51600	Longevity Pay	12,420.24	15,727.59	3,307.35
<b>Total Salaries and Wages</b>		<b>\$ 1,438,767.66</b>	<b>\$ 1,515,727.59</b>	<b>\$ 76,959.93</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 478,119.13	\$ 505,000.00	\$ 26,880.87
55200	Group Insurance	171,248.50	198,586.56	27,338.06
55400	Medicare Coverage Expense	23,798.99	24,386.94	587.95
<b>Total Employee Benefits</b>		<b>\$ 673,166.62</b>	<b>\$ 727,973.50</b>	<b>\$ 54,806.88</b>
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 170.27	\$ 1,000.00	\$ 829.73
61110	Operating Supplies	8,822.71	50,000.00	41,177.29
61120	Software & User Licenses	9,422.86	15,000.00	5,577.14
61130	Software Maintenance	-	5,000.00	5,000.00
61210	Small Equipment	106,350.69	140,000.00	33,649.31
61400	Equipment Repair & Maint.	409.44	10,000.00	9,590.56
61410	Contracted Services	18,451.10	27,900.00	9,448.90
61500	Rental Expenses	12.00	2,500.00	2,488.00
62600	Community Events	107.96	10,000.00	9,892.04
62620	Recruitment	-	14,900.00	14,900.00
62700	Education & Training	9,739.92	18,500.00	8,760.08
62800	Travel & Transportation	8,521.88	30,000.00	21,478.12
63000	Dues & Subscriptions	-	1,500.00	1,500.00
<b>Total Services and Supplies</b>		<b>\$ 162,008.83</b>	<b>\$ 326,300.00</b>	<b>\$ 164,291.17</b>
<b>Total Library Operations-120</b>		<b>\$ 2,273,943.11</b>	<b>\$ 2,570,001.09</b>	<b>\$ 296,057.98</b>

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

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**General Fund - 100  
Financial Services - 200  
From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 487,561.52	\$ 634,017.00	\$ 146,455.48
51200	Salaries - Part Time	15,665.20	27,366.00	11,700.80
51300	Overtime Pay	1,553.36	-	(1,553.36)
51600	Longevity Pay	1,616.65	2,000.00	383.35
<b>Total Salaries and Wages</b>		<b>\$ 506,396.73</b>	<b>\$ 663,383.00</b>	<b>\$ 156,986.27</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 161,301.41	\$ 213,066.00	\$ 51,764.59
55200	Group Insurance	68,269.58	93,584.00	25,314.42
55400	Medicare Coverage Expense	8,332.11	11,316.00	2,983.89
<b>Total Employee Benefits</b>		<b>\$ 237,903.10</b>	<b>\$ 317,966.00</b>	<b>\$ 80,062.90</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 3,988.15	\$ 6,000.00	\$ 2,011.85
61130	Software Maintenance	42,341.24	50,000.00	7,658.76
61400	Equipment Repair & Maint.	78,285.36	100,000.00	21,714.64
61410	Contracted Services	90,352.61	201,030.00	110,677.39
61900	Professional Services	87,085.65	100,000.00	12,914.35
61910	Legal Services	-	2,500.00	2,500.00
62200	Collection Agencies	1,194.75	100,000.00	98,805.25
62500	Postage	74,544.87	85,000.00	10,455.13
62510	Advertising	6,581.60	16,700.00	10,118.40
62700	Education & Training	199.20	5,000.00	4,800.80
62800	Travel & Transportation	213.84	3,000.00	2,786.16
63000	Dues & Subscriptions	3,124.00	6,000.00	2,876.00
65000	Miscellaneous Expenses	53,893.94	60,000.00	6,106.06
65100	Bank Charges	42,739.19	50,000.00	7,260.81
67000	Rental Expenses to QALICBs	87,600.00	732,237.00	644,637.00
<b>Total Services and Supplies</b>		<b>\$ 572,144.40</b>	<b>\$ 1,517,467.00</b>	<b>\$ 945,322.60</b>
<b>Total Financial Services-200</b>		<b>\$ 1,316,444.23</b>	<b>\$ 2,498,816.00</b>	<b>\$ 1,182,371.77</b>

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

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**General Fund - 100**  
**Community Outreach - 215**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 382,754.26	\$ 451,876.00	\$ 69,121.74
51200	Salaries - Part Time	9,361.04	80,470.00	71,108.96
51300	Overtime Pay	312.96	-	(312.96)
51600	Longevity Pay	2,433.11	2,933.00	499.89
<b>Total Salaries and Wages</b>		<b>\$ 394,861.37</b>	<b>\$ 535,279.00</b>	<b>\$ 140,417.63</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 127,738.88	\$ 152,361.00	\$ 24,622.12
55200	Group Insurance	59,957.25	83,316.00	23,358.75
55400	Medicare Coverage Expense	6,222.60	12,751.00	6,528.40
<b>Total Employee Benefits</b>		<b>\$ 193,918.73</b>	<b>\$ 248,428.00</b>	<b>\$ 54,509.27</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 15,210.40	\$ 24,500.00	\$ 9,289.60
61210	Small Equipment	4,068.28	12,500.00	8,431.72
61410	Contracted Services	1,400.00	2,000.00	600.00
62600	Community Events	4,079.27	5,000.00	920.73
62700	Education & Training	121.97	7,000.00	6,878.03
62800	Travel & Transportation	10,827.04	14,000.00	3,172.96
62900	Printing & Reproduction	-	10,000.00	10,000.00
63000	Dues & Subscriptions	200.00	750.00	550.00
<b>Total Services and Supplies</b>		<b>\$ 35,906.96</b>	<b>\$ 75,750.00</b>	<b>\$ 39,843.04</b>
<b>Total Community Outreach-215</b>		<b>\$ 624,687.06</b>	<b>\$ 859,457.00</b>	<b>\$ 234,769.94</b>

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Department Expenditures**

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**General Fund - 100**  
**Youth Services - 216**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 207,659.82	\$ 252,524.00	\$ 44,864.18
51300	Overtime Pay	39.18	-	(39.18)
51600	Longevity Pay	1,646.22	2,039.00	392.78
<b>Total Salaries and Wages</b>		<b>\$ 209,345.22</b>	<b>\$ 254,563.00</b>	<b>\$ 45,217.78</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 70,779.30	\$ 85,279.00	\$ 14,499.70
55200	Group Insurance	19,740.20	26,026.00	6,285.80
55400	Medicare Coverage Expense	2,976.86	3,691.00	714.14
<b>Total Employee Benefits</b>		<b>\$ 93,496.36</b>	<b>\$ 114,996.00</b>	<b>\$ 21,499.64</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 57,205.60	\$ 145,690.00	\$ 88,484.40
61120	Software & User Licenses	208.70	6,000.00	5,791.30
61210	Small Equipment	1,917.27	18,650.00	16,732.73
61410	Contracted Services	119,373.00	142,550.00	23,177.00
61500	Rental Expenses	1,900.00	2,500.00	600.00
62700	Education & Training	725.39	3,000.00	2,274.61
62800	Travel & Transportation	588.27	6,000.00	5,411.73
<b>Total Services and Supplies</b>		<b>\$ 181,918.23</b>	<b>\$ 324,390.00</b>	<b>\$ 142,471.77</b>
<b>Total Youth Services-216</b>		<b>\$ 484,759.81</b>	<b>\$ 693,949.00</b>	<b>\$ 209,189.19</b>

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

Financial Services Report  
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**General Fund - 100**  
**Adult Services - 217**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 143,534.06	\$ 181,446.00	\$ 37,911.94
51600	Longevity Pay	1,826.49	2,280.00	453.51
<b>Total Salaries and Wages</b>		<b>\$ 145,360.55</b>	<b>\$ 183,726.00</b>	<b>\$ 38,365.45</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 49,492.96	\$ 61,548.00	\$ 12,055.04
55200	Group Insurance	19,298.80	25,252.00	5,953.20
55400	Medicare Coverage Expense	2,111.54	2,664.00	552.46
<b>Total Employee Benefits</b>		<b>\$ 70,903.30</b>	<b>\$ 89,464.00</b>	<b>\$ 18,560.70</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 22,896.53	\$ 48,950.00	\$ 26,053.47
61120	Software & User Licenses	431.56	2,500.00	2,068.44
61210	Small Equipment	2,613.22	17,750.00	15,136.78
61410	Contracted Services	52,620.00	179,700.00	127,080.00
61500	Rental Expenses	-	1,500.00	1,500.00
62700	Education & Training	534.61	2,000.00	1,465.39
62800	Travel & Transportation	2,039.39	4,000.00	1,960.61
<b>Total Services and Supplies</b>		<b>\$ 81,135.31</b>	<b>\$ 256,400.00</b>	<b>\$ 175,264.69</b>
<b>Total Adult Services-217</b>		<b>\$ 297,399.16</b>	<b>\$ 529,590.00</b>	<b>\$ 232,190.84</b>

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

Financial Services Report  
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**General Fund - 100  
Business Strategies and Planning - 220  
From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 143,926.10	\$ 402,988.56	\$ 259,062.46
51600	Longevity Pay	2,178.21	2,749.00	570.79
<b>Total Salaries and Wages</b>		<b>\$ 146,104.31</b>	<b>\$ 405,737.56</b>	<b>\$ 259,633.25</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 48,289.81	\$ 135,921.70	\$ 87,631.89
55200	Group Insurance	24,685.62	67,749.33	43,063.71
55400	Medicare Coverage Expense	2,095.51	5,883.19	3,787.68
<b>Total Employee Benefits</b>		<b>\$ 75,070.94</b>	<b>\$ 209,554.22</b>	<b>\$ 134,483.28</b>
<b>Services and Supplies</b>				
61100	Office Supplies	\$ -	\$ 5,000.00	\$ 5,000.00
61110	Operating Supplies	883.92	3,750.00	2,866.08
61410	Contracted Services	-	14,000.00	14,000.00
61900	Professional Services	380,291.98	399,750.00	19,458.02
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
<b>Total Services and Supplies</b>		<b>\$ 382,660.76</b>	<b>\$ 518,500.00</b>	<b>\$ 135,839.24</b>
<b>Total Business Strategies and Planning-220</b>		<b>\$ 603,836.01</b>	<b>\$ 1,133,791.78</b>	<b>\$ 529,955.77</b>

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

Financial Services Report  
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**General Fund - 100**  
**General Services - 240**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,622,002.35	\$ 2,098,000.00	\$ 475,997.65
51200	Salaries - Part Time	56,414.13	104,000.00	47,585.87
51300	Overtime Pay	15,431.46	25,000.00	9,568.54
51400	Call Back Pay	12,443.04	13,082.00	638.96
51500	Standby Pay	53,030.91	64,000.00	10,969.09
51600	Longevity Pay	5,353.28	6,671.00	1,317.72
<b>Total Salaries and Wages</b>		<b>\$ 1,764,675.17</b>	<b>\$ 2,310,753.00</b>	<b>\$ 546,077.83</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 562,672.88	\$ 737,363.00	\$ 174,690.12
55200	Group Insurance	346,417.58	487,184.00	140,766.42
55400	Medicare Coverage Expense	29,019.83	39,923.00	10,903.17
<b>Total Employee Benefits</b>		<b>\$ 938,110.29</b>	<b>\$ 1,264,470.00</b>	<b>\$ 326,359.71</b>
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 7,996.18	\$ 15,000.00	\$ 7,003.82
61110	Operating Supplies	194,844.17	380,000.00	185,155.83
61130	Software Maintenance	39,355.12	79,700.00	40,344.88
61210	Small Equipment	17,137.15	40,000.00	22,862.85
61400	Equipment Repair & Maint.	66,288.38	68,000.00	1,711.62
61410	Contracted Services	3,411,875.48	5,460,000.00	2,048,124.52
61420	Building Repair & Maint.	191,671.74	400,000.00	208,328.26
61500	Rental Expenses	12,964.69	20,000.00	7,035.31
61700	Utilities	1,528,702.16	2,500,000.00	971,297.84
61800	Insurance & Bonds	478,868.30	480,000.00	1,131.70
61900	Professional Services	300.00	15,000.00	14,700.00
61910	Legal Services	3,200.00	10,000.00	6,800.00
62510	Advertising	-	8,000.00	8,000.00
62700	Education & Training	775.00	5,000.00	4,225.00
62800	Travel & Transportation	235.10	1,000.00	764.90
62900	Printing & Reproduction	-	500.00	500.00
63000	Dues & Subscriptions	1,336.93	1,495.00	158.07
65000	Miscellaneous Expenses	1,727.92	14,000.00	12,272.08
<b>Total Services and Supplies</b>		<b>\$ 5,957,278.32</b>	<b>\$ 9,497,695.00</b>	<b>\$ 3,540,416.68</b>
<b>Total General Services-240</b>		<b>\$ 8,660,063.78</b>	<b>\$ 13,072,918.00</b>	<b>\$ 4,412,854.22</b>

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

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**General Fund - 100**  
**Human Resources - 250**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 783,982.03	\$ 1,198,391.00	\$ 414,408.97
51300	Overtime Pay	94.90	-	(94.90)
<b>Total Salaries and Wages</b>		<b>\$ 784,076.93</b>	<b>\$ 1,198,391.00</b>	<b>\$ 414,314.07</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 257,699.61	\$ 401,461.00	\$ 143,761.39
55200	Group Insurance	119,005.34	220,595.00	101,589.66
55400	Medicare Coverage Expense	11,491.64	17,377.00	5,885.36
55500	Unemployment Insurance	6,568.44	80,000.00	73,431.56
<b>Total Employee Benefits</b>		<b>\$ 394,765.03</b>	<b>\$ 719,433.00</b>	<b>\$ 324,667.97</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 7,196.39	\$ 15,015.00	\$ 7,818.61
61130	Software Maintenance	249,813.80	251,000.00	1,186.20
61400	Equipment Repair & Maint.	-	250.00	250.00
61410	Contracted Services	157,854.94	164,192.00	6,337.06
61900	Professional Services	40,367.00	340,000.00	299,633.00
61910	Legal Services	39,615.00	265,000.00	225,385.00
62600	Community Events	-	2,250.00	2,250.00
62610	Staff Day	1,028.71	30,000.00	28,971.29
62620	Recruitment	41,763.54	42,000.00	236.46
62700	Education & Training	74,932.66	150,000.00	75,067.34
62800	Travel & Transportation	38,381.36	50,000.00	11,618.64
63000	Dues & Subscriptions	-	5,000.00	5,000.00
65000	Miscellaneous Expenses	3,284.71	50,000.00	46,715.29
<b>Total Services and Supplies</b>		<b>\$ 654,238.11</b>	<b>\$ 1,364,707.00</b>	<b>\$ 710,468.89</b>
<b>Total Human Resources-250</b>		<b>\$ 1,833,080.07</b>	<b>\$ 3,282,531.00</b>	<b>\$ 1,449,450.93</b>



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

Financial Services Report  
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**General Fund - 100**  
**HR-Work Insurance - 251**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51700	Separation Pay	\$ 346,460.73	\$ 450,000.00	\$ 103,539.27
51800	Leave Buyout	298,768.27	500,000.00	201,231.73
<b>Total Salaries and Wages</b>		<b>\$ 645,229.00</b>	<b>\$ 950,000.00</b>	<b>\$ 304,771.00</b>
<b>Employee Benefits</b>				
55200	Group Insurance	\$ 67,424.06	\$ 205,000.00	\$ 137,575.94
55300	Workers' Comp. Payments	103,527.25	272,000.00	168,472.75
55500	Unemployment Insurance	-	80,000.00	80,000.00
<b>Total Employee Benefits</b>		<b>\$ 170,951.31</b>	<b>\$ 557,000.00</b>	<b>\$ 386,048.69</b>
<b>Total HR-Work Insurance-251</b>		<b>\$ 816,180.31</b>	<b>\$ 1,507,000.00</b>	<b>\$ 690,819.69</b>

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

Financial Services Report  
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**General Fund - 100  
Information Technology - 260  
From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,308,926.99	\$ 1,904,766.00	\$ 595,839.01
51300	Overtime Pay	14,843.22	25,000.00	10,156.78
51600	Longevity Pay	5,523.63	10,945.00	5,421.37
<b>Total Salaries and Wages</b>		<b>\$ 1,329,293.84</b>	<b>\$ 1,940,711.00</b>	<b>\$ 611,417.16</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 440,308.44	\$ 641,763.00	\$ 201,454.56
55200	Group Insurance	187,439.12	287,359.00	99,919.88
55400	Medicare Coverage Expense	19,260.88	27,778.00	8,517.12
<b>Total Employee Benefits</b>		<b>\$ 647,008.44</b>	<b>\$ 956,900.00</b>	<b>\$ 309,891.56</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 17,134.22	\$ 35,000.00	\$ 17,865.78
61120	Software & User Licenses	17,319.74	30,000.00	12,680.26
61130	Software Maintenance	1,054,040.20	1,490,000.00	435,959.80
61210	Small Equipment	20,822.75	35,000.00	14,177.25
61400	Equipment Repair & Maint.	406,480.02	640,000.00	233,519.98
61410	Contracted Services	15,353.53	65,000.00	49,646.47
61600	Telephone	555,829.37	690,000.00	134,170.63
62700	Education & Training	11,250.00	25,000.00	13,750.00
62800	Travel & Transportation	223.26	1,000.00	776.74
65000	Miscellaneous Expenses	40.10	300.00	259.90
<b>Total Services and Supplies</b>		<b>\$ 2,098,493.19</b>	<b>\$ 3,011,300.00</b>	<b>\$ 912,806.81</b>
<b>Total Information Technology-260</b>		<b>\$ 4,074,795.47</b>	<b>\$ 5,908,911.00</b>	<b>\$ 1,834,115.53</b>

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

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**General Fund - 100  
Literacy Services - 270  
From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 109,142.69	\$ 1,268,875.48	\$ 1,159,732.79
51200	Salaries - Part Time	7,401.32	140,126.00	132,724.68
51300	Overtime Pay	2.16	-	(2.16)
51600	Longevity Pay	-	1,553.00	1,553.00
51800	Leave Buyout	1,614.52	1,614.52	-
<b>Total Salaries and Wages</b>		<b>\$ 118,160.69</b>	<b>\$ 1,412,169.00</b>	<b>\$ 1,294,008.31</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 43,218.54	\$ 435,454.00	\$ 392,235.46
55200	Group Insurance	11,716.59	252,029.00	240,312.41
55400	Medicare Coverage Expense	2,543.27	33,003.00	30,459.73
<b>Total Employee Benefits</b>		<b>\$ 57,478.40</b>	<b>\$ 720,486.00</b>	<b>\$ 663,007.60</b>
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 641.88	\$ 4,000.00	\$ 3,358.12
61110	Operating Supplies	-	12,000.00	12,000.00
61410	Contracted Services	1,727.50	34,652.40	32,924.90
62700	Education & Training	-	5,000.00	5,000.00
62800	Travel & Transportation	-	15,000.00	15,000.00
<b>Total Services and Supplies</b>		<b>\$ 2,369.38</b>	<b>\$ 70,652.40</b>	<b>\$ 68,283.02</b>
<b>Capital Outlay</b>				
81600	Capital Equipment - Major	\$ 7,522.60	\$ 7,522.60	-
<b>Total Capital Outlay</b>		<b>\$ 7,522.60</b>	<b>\$ 7,522.60</b>	<b>-</b>
<b>Total Literacy Services-270</b>		<b>\$ 185,531.07</b>	<b>\$ 2,210,830.00</b>	<b>\$ 2,025,298.93</b>

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

Financial Services Report  
Page 37

**General Fund - 100**  
**Branding and Marketing - 280**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 799,912.38	\$ 1,046,705.00	\$ 246,792.62
51300	Overtime Pay	2,544.32	-	(2,544.32)
51600	Longevity Pay	1,541.68	1,900.00	358.32
<b>Total Salaries and Wages</b>		<b>\$ 803,998.38</b>	<b>\$ 1,048,605.00</b>	<b>\$ 244,606.62</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 266,442.85	\$ 351,283.00	\$ 84,840.15
55200	Group Insurance	101,102.82	141,628.00	40,525.18
55400	Medicare Coverage Expense	11,541.59	15,205.00	3,663.41
<b>Total Employee Benefits</b>		<b>\$ 379,087.26</b>	<b>\$ 508,116.00</b>	<b>\$ 129,028.74</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 3,991.46	\$ 26,800.00	\$ 22,808.54
61120	Software & User Licenses	350,517.53	364,052.00	13,534.47
61210	Small Equipment	2,604.01	10,000.00	7,395.99
61400	Equipment Repair & Maint.	3,328.73	15,576.00	12,247.27
61410	Contracted Services	83,901.25	470,700.00	386,798.75
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	265,279.76	420,000.00	154,720.24
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	320,302.60	376,703.00	56,400.40
65000	Miscellaneous Expenses	25.00	1,500.00	1,475.00
<b>Total Services and Supplies</b>		<b>\$ 1,167,939.23</b>	<b>\$ 1,999,031.00</b>	<b>\$ 831,091.77</b>
<b>Total Branding and Marketing-280</b>		<b>\$ 2,351,024.87</b>	<b>\$ 3,555,752.00</b>	<b>\$ 1,204,727.13</b>

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

Financial Services Report  
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**General Fund - 100**  
**Access Services - 290**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 33,617.87	\$ 645,184.14	\$ 611,566.27
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	10,329.71	7,042.86
<b>Total Salaries and Wages</b>		<b>\$ 36,904.72</b>	<b>\$ 803,872.85</b>	<b>\$ 766,968.13</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 11,890.99	\$ 249,269.14	\$ 237,378.15
55200	Group Insurance	3,805.89	93,469.11	89,663.22
55400	Medicare Coverage Expense	478.66	15,059.03	14,580.37
<b>Total Employee Benefits</b>		<b>\$ 16,175.54</b>	<b>\$ 357,797.28</b>	<b>\$ 341,621.74</b>
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 624.65	\$ 2,500.00	\$ 1,875.35
61110	Operating Supplies	1,787.09	12,000.00	10,212.91
61120	Software & User Licenses	-	40,000.00	40,000.00
61130	Software Maintenance	139,797.89	198,000.00	58,202.11
61205	Interlibrary Loan	467.03	1,500.00	1,032.97
61210	Small Equipment	-	5,000.00	5,000.00
62700	Education & Training	196.00	5,000.00	4,804.00
62800	Travel & Transportation	458.28	5,000.00	4,541.72
63000	Dues & Subscriptions	150.00	200.00	50.00
<b>Total Services and Supplies</b>		<b>\$ 143,480.94</b>	<b>\$ 269,200.00</b>	<b>\$ 125,719.06</b>
<b>Total Access Services-290</b>		<b>\$ 196,561.20</b>	<b>\$ 1,430,870.13</b>	<b>\$ 1,234,308.93</b>

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

**Financial Services Report  
Page 39**

**General Fund - 100**  
**Collection and Bibliographic Services - 310**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,109,162.87	\$ 1,389,977.00	\$ 280,814.13
51200	Salaries - Part Time	37,779.94	77,844.00	40,064.06
51300	Overtime Pay	11.22	-	(11.22)
51600	Longevity Pay	23,230.74	30,110.00	6,879.26
<b>Total Salaries and Wages</b>		<b>\$ 1,170,184.77</b>	<b>\$ 1,497,931.00</b>	<b>\$ 327,746.23</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 383,097.88	\$ 492,499.00	\$ 109,401.12
55200	Group Insurance	207,351.58	295,832.00	88,480.42
55400	Medicare Coverage Expense	19,222.42	23,443.00	4,220.58
<b>Total Employee Benefits</b>		<b>\$ 609,671.88</b>	<b>\$ 811,774.00</b>	<b>\$ 202,102.12</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 1,870.83	\$ 3,000.00	\$ 1,129.17
61120	Software & User Licenses	36,003.58	47,000.00	10,996.42
61200	Book Materials & Supplies	45,696.80	108,000.00	62,303.20
61210	Small Equipment	-	7,000.00	7,000.00
61900	Professional Services	127,868.69	154,000.00	26,131.31
62800	Travel & Transportation	17.42	5,000.00	4,982.58
<b>Total Services and Supplies</b>		<b>\$ 211,457.32</b>	<b>\$ 324,000.00</b>	<b>\$ 112,542.68</b>
<b>Capital Outlay</b>				
81700	Library Books	\$ 10,715,969.65	\$ 14,425,000.00	\$ 3,709,030.35
<b>Total Capital Outlay</b>		<b>\$ 10,715,969.65</b>	<b>\$ 14,425,000.00</b>	<b>\$ 3,709,030.35</b>
<b>Total Collection and Bibliographic Services-310</b>		<b>\$ 12,707,283.62</b>	<b>\$ 17,058,705.00</b>	<b>\$ 4,351,421.38</b>

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

Financial Services Report  
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**General Fund - 100  
Gallery Services - 320  
From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 114,436.00	\$ 146,259.00	\$ 31,823.00
<b>Total Salaries and Wages</b>		<b>\$ 114,436.00</b>	<b>\$ 146,259.00</b>	<b>\$ 31,823.00</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 38,314.36	\$ 48,997.00	\$ 10,682.64
55200	Group Insurance	19,242.72	29,425.00	10,182.28
55400	Medicare Coverage Expense	1,724.42	2,121.00	396.58
<b>Total Employee Benefits</b>		<b>\$ 59,281.50</b>	<b>\$ 80,543.00</b>	<b>\$ 21,261.50</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 3,844.52	\$ 8,500.00	\$ 4,655.48
61120	Software & User Licenses	-	2,000.00	2,000.00
62800	Travel & Transportation	217.08	3,500.00	3,282.92
62900	Printing & Reproduction	582.26	1,500.00	917.74
<b>Total Services and Supplies</b>		<b>\$ 4,643.86</b>	<b>\$ 15,500.00</b>	<b>\$ 10,856.14</b>
<b>Total Gallery Services-320</b>		<b>\$ 178,361.36</b>	<b>\$ 242,302.00</b>	<b>\$ 63,940.64</b>

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

Financial Services Report  
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**General Fund - 100  
Programming and Venues Services - 330  
From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 1,411,851.30	\$ 1,777,508.00	\$ 365,656.70
51200	Salaries - Part Time	273,057.84	363,333.00	90,275.16
51300	Overtime Pay	11,224.38	20,000.00	8,775.62
51600	Longevity Pay	9,307.33	11,476.00	2,168.67
<b>Total Salaries and Wages</b>		<b>\$ 1,705,440.85</b>	<b>\$ 2,172,317.00</b>	<b>\$ 466,876.15</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 502,214.24	\$ 637,566.00	\$ 135,351.76
55200	Group Insurance	202,219.26	281,954.00	79,734.74
55400	Medicare Coverage Expense	35,796.60	46,655.00	10,858.40
<b>Total Employee Benefits</b>		<b>\$ 740,230.10</b>	<b>\$ 966,175.00</b>	<b>\$ 225,944.90</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 31,134.42	\$ 38,000.00	\$ 6,865.58
61120	Software & User Licenses	2,600.00	10,000.00	7,400.00
61210	Small Equipment	28,565.38	85,850.00	57,284.62
61400	Equipment Repair & Maint.	2,716.34	8,000.00	5,283.66
61410	Contracted Services	377,275.67	488,000.00	110,724.33
61500	Rental Expenses	22,478.56	27,000.00	4,521.44
62700	Education & Training	3,626.50	10,000.00	6,373.50
62800	Travel & Transportation	16,079.09	17,000.00	920.91
63000	Dues & Subscriptions	1,545.00	2,000.00	455.00
<b>Total Services and Supplies</b>		<b>\$ 486,020.96</b>	<b>\$ 685,850.00</b>	<b>\$ 199,829.04</b>
<b>Total Programming and Venues Services-330</b>		<b>\$ 2,931,691.91</b>	<b>\$ 3,824,342.00</b>	<b>\$ 892,650.09</b>



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

Financial Services Report  
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**General Fund - 100**  
**Community Engagement - 340**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 228,958.29	\$ 400,041.00	\$ 171,082.71
<b>Total Salaries and Wages</b>		<b>\$ 228,958.29</b>	<b>\$ 400,041.00</b>	<b>\$ 171,082.71</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 75,244.90	\$ 134,014.00	\$ 58,769.10
55200	Group Insurance	33,821.37	58,739.00	24,917.63
55400	Medicare Coverage Expense	3,308.55	5,801.00	2,492.45
<b>Total Employee Benefits</b>		<b>\$ 112,374.82</b>	<b>\$ 198,554.00</b>	<b>\$ 86,179.18</b>
<b>Services and Supplies</b>				
61110	Operating Supplies	\$ 2,181.81	\$ 35,000.00	\$ 32,818.19
61120	Software & User Licenses	33,354.22	33,980.00	625.78
61210	Small Equipment	4,037.87	5,000.00	962.13
61410	Contracted Services	78,075.00	120,020.00	41,945.00
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	5,854.85	10,000.00	4,145.15
62900	Printing & Reproduction	-	3,000.00	3,000.00
63000	Dues & Subscriptions	950.00	2,000.00	1,050.00
<b>Total Services and Supplies</b>		<b>\$ 125,628.75</b>	<b>\$ 218,500.00</b>	<b>\$ 92,871.25</b>
<b>Total Community Engagement-340</b>		<b>\$ 466,961.86</b>	<b>\$ 817,095.00</b>	<b>\$ 350,133.14</b>

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

Financial Services Report  
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**General Fund - 100**  
**Library Operations - 400**  
**From 07/01/2024 through 04/25/2025**

		<b>YTD Actual</b>	<b>Budget</b>	<b>Variance Amount</b>
<b>Salaries and Wages</b>				
51100	Salaries - Full Time	\$ 13,380,207.57	\$ 17,916,232.00	\$ 4,536,024.43
51200	Salaries - Part Time	3,774,202.80	5,208,581.00	1,434,378.20
51300	Overtime Pay	2,011.52	-	(2,011.52)
51600	Longevity Pay	123,867.53	156,886.00	33,018.47
<b>Total Salaries and Wages</b>		<b>\$ 17,280,289.42</b>	<b>\$ 23,281,699.00</b>	<b>\$ 6,001,409.58</b>
<b>Employee Benefits</b>				
55100	Employees Retirement	\$ 4,540,669.84	\$ 6,126,017.00	\$ 1,585,347.16
55200	Group Insurance	2,340,117.91	3,405,624.00	1,065,506.09
55400	Medicare Coverage Expense	477,971.13	647,280.00	169,308.87
<b>Total Employee Benefits</b>		<b>\$ 7,358,758.88</b>	<b>\$ 10,178,921.00</b>	<b>\$ 2,820,162.12</b>
<b>Services and Supplies</b>				
61100	Office Supplies	\$ 418,308.98	\$ 581,630.00	\$ 163,321.02
61205	Interlibrary Loan	-	3,000.00	3,000.00
61500	Rental Expenses	19,901.42	21,716.00	1,814.58
62800	Travel & Transportation	23,857.89	56,300.00	32,442.11
65000	Miscellaneous Expenses	-	5,000.00	5,000.00
<b>Total Services and Supplies</b>		<b>\$ 462,068.29</b>	<b>\$ 667,646.00</b>	<b>\$ 205,577.71</b>
<b>Total Library Operations-120</b>		<b>\$ 25,101,116.59</b>	<b>\$ 34,128,266.00</b>	<b>\$ 9,027,149.41</b>

Las Vegas Clark County Library District  
Check RegisterFinancial Services Report  
Page 44General Fund - 100  
From 03/19/2025 through 04/25/2025

Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22436	3/24/2025	10184	City of Mesquite Athletics & Leisure Services Dept	FY 25:MQLC-Contr'l Landscape Maintenance	\$ 900.00
22437	3/24/2025	11137	Vital Records Control	Monthly Maintenance Fee Feb 2025	189.94
22438	3/24/2025	11577	Encore Data Products, Inc.	Charging Locker - 24 Bay Secure	3,729.00
22439	3/24/2025	11653	Bombard Mechanical LLC	SU: Bathrooms and mop sink backed up	633.76
22440	3/24/2025	11686	Reliable Pump & Motor	FY 25: CC,SW,WV - Contr'l Sump Pump Maint	550.00
22441	3/24/2025	1180	Baron Pest Solutions, Inc.	FY 25: LA - Contr'l Pest Control	47.00
22442	3/24/2025	11828	Omnigo Software	Annual Omnigo Renewal	8,501.96
22443	3/24/2025	11916	Sun Auto Tire & Service	#50 & 56 LOF/DVI/Oil Filter/MPI/Tire Rotation	817.77
22444	3/24/2025	12054	Amazon Capital Services, Inc.	Amazon Billing 2/15/25 - 3/14/25	32,944.73
22446	3/24/2025	12583	United Rentals (North America), Inc.	Annual Lift Inspections & Repairs	3,894.00
22448	3/24/2025	12960	Vomela Specialty Co.	Lg format spec printer-Mystic Fair	2,372.50
22449	3/24/2025	1429	DC Thomas	BD Rent April 2025	1,809.22
22451	3/24/2025	1457	Demco, Inc.	Book Carts for BD	1,061.41
22452	3/24/2025	1580	Ferguson Enterprises, LLC	CC & #42 Plumbing Supplies	509.65
22453	3/24/2025	1620	Full Compass Systems Ltd	Quote-SOC5341244-Lowell Power Strip 20A 5 circuits	598.49
22454	3/24/2025	1757	Ingram Library Services	Books & Materials FY25	33,301.62
22455	3/24/2025	1854	Kamer Zucker Abbott	Attorney/Legal Fees Feb 2025	4,320.00
22456	3/24/2025	2234	Overton Power District #5	SVC 2/8/25 - 3/8/25 MV	238.80
22457	3/24/2025	2362	Refrigeration Supplies Distributor	#56 - C Blue Sealant & Tube Brazing Alloy	460.53
22458	3/24/2025	2486	Sonitrol Of Southern NV	FY 25: Misc Burglar Alarm Repairs	4,193.36
22459	3/24/2025	2702	Grainger, Inc.	Plumbing & LA Auxillary Contact	120.93
22460	3/24/2025	2733	Phoenix Fire Protection LLC	FY 25:Contr'l Fire Sprklr Tests/Inspect	75.00
22462	3/24/2025	2803	Boulevard Trophy	Name plate orders	103.50
22463	3/24/2025	2860	Las Vegas Review Journal	Legals - CLS - RFP No. 25-05 AD# 50089411	264.80
22464	3/24/2025	3149	Midwest Tape	Library Audio Materials FY 2024-25	2,732.67
22465	3/24/2025	3435	Ace Fire Systems, Inc.	FY 25: Contr'l Fire System Inspections	85.00
22466	3/24/2025	4723	Purvis Industries - Las Vegas NV	RB HVAC Belt Replacement	200.58
22467	3/24/2025	4782	KNPR/Nevada Public Radio	March 2025 ads	6,955.00
22468	3/24/2025	5718	Tangerine Office Machines	Miscellaneous Printer Parts/Repairs	175.00
22469	3/24/2025	6254	Board of Regents	Sewer Services - 01/01/25 to 06/30/25	3,949.46
22470	3/24/2025	6646	Aqua Serv Engineers, Inc.	FY 25: Contr'l HVAC Water Treatment	1,537.07
22471	3/24/2025	7687	United Lock and Security, Inc.	FY25 Misc Lock/Key Services	333.75
22472	3/24/2025	8122	Staples Advantage Dept LA	Supplies SV	1,665.27
22473	3/24/2025	8354	Gruber Technical Inc.	CC: Replace UPS batteries	17,615.00
22474	3/24/2025	8557	Guaranteed Pest Solutions	FY 25:Urban - Contr'l Bed Bug Inspec	477.50
22475	3/24/2025	8575	Intermountain Lock and Security Supply	WMSC & GS Door Handle and Lubricant	417.66
22476	3/24/2025	8593	American Sign Language Communication LLC	ASL Interpreting Services at WC	400.00
22477	3/24/2025	9133	Ted Wiens Tire & Auto Centers	FY 25: Contractual Smog Checks - Unleaded	454.30
22478	3/24/2025	9191	Canon Solutions America, Inc. - NEW VENDOR # 13022	Mnth Maint 01.14.25-02.13.25 SM	4,617.87
22479	3/24/2025	9383	Office Plus	Toner CH	2,918.09
22480	3/24/2025	9544	The Tiberti Fence Co	EV: Repair fence in empty lot	938.00
22481	3/24/2025	9631	Elliott's Sewer & Drain	FY 25: Misc Plumbing Repairs	257.75
22484	3/31/2025	10129	Fun Express LLC	PreK Treasure Chest and Craft Buffets	497.04
22486	3/31/2025	10179	Safe and Secure Alarms and Video	WC Replc existing keypd by west side entrance	310.00
22487	3/31/2025	10604	Johnson Controls Security Solutions LLC	FY 25 Contr'l Burg & Fire Monitoring	5,840.60
22488	3/31/2025	1064	Allied Refrigeration Inc.	LA: HVAC - Chiller Repair	7,813.80
22489	3/31/2025	10641	Quench USA, Inc.	FY25 Contr'l Filtered Drinking Water	1,180.10
22490	3/31/2025	10834	Brittany Mangelson	3-13 Mtg Transcribing	245.00
22491	3/31/2025	10927	CenturyLink	Service 03.20.25 - 04.19.25	322.98
22492	3/31/2025	11626	Jay Atwood	Yamaha Upright P22 (T190081),Theater-Onstage	1,350.00
22493	3/31/2025	11652	Nathaniel Paul Waugh	0313 Board Mtg	40.00
22494	3/31/2025	11653	Bombard Mechanical LLC	LA: RR backing up	3,446.63
22495	3/31/2025	11681	Jennifer L. Jiron	0313 Board Mtg	40.00
22496	3/31/2025	11703	Kathleen Hagen Turner Whiteley	0313 Board Mtg	40.00
22497	3/31/2025	11724	Greenberg Traurig LLP	Trademark Counseling	427.50
22498	3/31/2025	11916	Sun Auto Tire & Service	#48: LOF, Tires & Front Brake Service	4,542.99
22499	3/31/2025	12005	NCC Group Software Resilience (NA) LLC	NCC Group III Escrow	395.00
22500	3/31/2025	1201	Best Janitorial Services of Nevada	FY 25: Contr'l Janitorial Services	162,952.20
22501	3/31/2025	12018	Classic Body & Paint, Inc.	#55 Replc windshield trim & weather stripping	491.00
22503	3/31/2025	12130	PDQ Gill's Printing Evolved	FLYERS LEARN & EARN & ALP HSE	785.00
22505	3/31/2025	12405	Karen L. Dutkowski	0313 Board Mtg	40.00
22506	3/31/2025	12407	Par 3 Landscape and Maintenance Inc	FY25 EV Contr'l Undeveloped Land Maint	357.00
22507	3/31/2025	12480	Aranzazu Jimenez	0313 Board Mtg	40.00
22508	3/31/2025	12547	Claytee D. White	0313 Board Mtg	40.00
22509	3/31/2025	12583	United Rentals (North America), Inc.	Light Tower, 0-3KW LED Vert Mast	940.00
22511	3/31/2025	1457	Demco, Inc.	10 PKGS POCKETS; 40 ROLL LP LABELS	1,033.10
22512	3/31/2025	1556	Ewing Bros. Inc.	#58: Tow from WMSC to Fairway Chevrolet	217.00
22513	3/31/2025	1620	Full Compass Systems Ltd	Quote-SOC5341244-Lowell Power Strip 20A 5 circuits	1,097.22
22514	3/31/2025	1627	Cengage Learning, Inc.	Orders for FY 24/25	1,104.03
22515	3/31/2025	1742	Ideal Supply Company Inc.	WMSC-Plumb. Eye Wash n Chiller/HVAC Sup.	537.47
22516	3/31/2025	1757	Ingram Library Services	Books & Materials FY25	37,350.87
22517	3/31/2025	1837	Johnstone Supply	#56 - HVAC - Vacuum Pump Oil	40.95
22518	3/31/2025	2307	Progressive Elevator	FY 25 CC Contr'l Elevator Maint	795.00
22519	3/31/2025	2362	Refrigeration Supplies Distributor	LA - HVAC Pump Oil & Nitrogen	88.06
22520	3/31/2025	2486	Sonitrol Of Southern NV	FY 25: Misc Burglar Alarm Repairs	339.64

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22522	3/31/2025	2702	Grainger, Inc.	LA - HVAC Absorbent Pad	570.15
22523	3/31/2025	2733	Phoenix Fire Protection LLC	FY 25:Contr'l Fire Sprklr Tests/Inspect	940.00
22524	3/31/2025	2798	Brodart Co.	Library Books & Materials FY 2025	18,341.67
22525	3/31/2025	2852	Chem-Aqua, Inc.	FY25 EV/RB Contr'l HVAC Water Treatment	811.02
22526	3/31/2025	3149	Midwest Tape	Library Audio Materials FY 2024-25	16,366.59
22527	3/31/2025	3435	Ace Fire Systems, Inc.	FY25 Contr'l Fire System Inspections	285.00
22528	3/31/2025	3770	Cox Communications of Las Vegas	Service 03.17.25 - 04.16.25	29,574.10
22529	3/31/2025	4042	Baker & Taylor, Inc.	Library Books & Materials FY 2025	1,206.42
22530	3/31/2025	4043	Won-Door Corporation	FY25 SW Contractual Elevator Smoke Test	496.00
22531	3/31/2025	4083	The Council for Community and Economic Research	2025 COST OF LIVING INDEX - C2ER	190.00
22532	3/31/2025	5001	UniFirst Corporation	FY25:FAC-Contr'l Uniform Rental	192.90
22533	3/31/2025	5130	OverDrive Inc.	orders for FY 24-25	242,663.61
22534	3/31/2025	5718	Tangerine Office Machines	Miscellaneous Printer Parts/Repairs	899.00
22535	3/31/2025	6206	Vitral LLC	Cust app and raider bookmark translation	115.00
22536	3/31/2025	7285	HB Workplaces	Core Keys and locks	72.56
22538	3/31/2025	7419	EDS Electronics Inc.	FY25 SW Fire Alarm Tests/Inspections	330.00
22539	3/31/2025	7671	Rentokil	FY25 Urban-Contr'l Monthly Pest Control	1,413.00
22540	3/31/2025	7943	Communication Electronic Systems Inc	FY 25:CH, ME & WM-Fire Alarm Monitoring	165.00
22541	3/31/2025	8122	Staples Advantage Dept LA	TRIMMER,12 ,ALL PRPSE,BK DEV-BS	214.04
22542	3/31/2025	8557	Guaranteed Pest Solutions	FY 25:Urban - Contr'l Bed Bug Inspec	168.75
22543	3/31/2025	8575	Intermountain Lock and Security Supply	ME - Lock for Furniture	20.08
22544	3/31/2025	8593	American Sign Language Communication LLC	Interpreting Services	200.00
22545	3/31/2025	8789	Findlay Chevrolet	#36: LOF, R/R fuel filter housing	2,046.54
22546	3/31/2025	9287	Otis Elevator Company	FY25 WM Contr'l Elevator Maintenance	930.10
22547	3/31/2025	9383	Office Plus	Toner CH	4,595.02
22548	3/31/2025	9483	Tecre Co., Inc.	Supplies for 1 1/4" button maker for BD	118.13
22549	3/31/2025	9631	Elliott's Sewer & Drain	FY 25: Misc Plumbing Repairs	181.75
22551	3/31/2025	9827	Vision Sign Inc.	FY25 SM & SV Contr'l Sign Maintenance	210.00
22552	3/31/2025	9843	Gen-Tech of Nevada, Inc.	SM: Generator Repair	160.33
22554	4/7/2025	10084	A Public Fit	2024-2025 season stage readings	1,500.00
22556	4/7/2025	10162	CenturyLink	Local Service from 03.24.25 to 04.23.25	140.23
22557	4/7/2025	10184	City of Mesquite Athletics & Leisure Services Dept	FY25 MQLC Contr'l Landscape Maint	900.00
22558	4/7/2025	10212	Virgin Valley Water District	SVC 2/20/25 - 3/20/25 MQLC	381.87
22559	4/7/2025	10785	Empire Digital Signs, LLC	EV Ann'l Sftwre Lic Rnwvl 04/01/25-03/31/26	2,430.00
22560	4/7/2025	11072	DEKRA Certification, Inc.	FY25 Contractual Smog Checks - Diesel	129.00
22561	4/7/2025	11653	Bombard Mechanical LLC	SU: Staff RR backing up	891.40
22562	4/7/2025	11677	Kronos SaaS, Inc.	Equipment Support Services	10,571.78
22563	4/7/2025	1180	Baron Pest Solutions, Inc.	FY 25: LA - Contr'l Pest Control	47.00
22564	4/7/2025	11916	Sun Auto Tire & Service	#49: LOF and R/R Front Disc Brakes	2,342.07
22565	4/7/2025	11984	Victig	Order PUR030228	982.94
22566	4/7/2025	12045	Eagle Promotions	Book Stores Tote Bags	4,011.50
22567	4/7/2025	12130	PDQ Gill's Printing Evolved	BOOKMARKS (2 SIDED)	3,474.19
22568	4/7/2025	1240	Brady Industries of Nevada, LLC	Consumable Supplies- Stock	582.84
22569	4/7/2025	12405	Karen L. Dutkowski	Mileage Reimbursement- BOT 03/13/25	140.70
22570	4/7/2025	12464	Nationwide Premium Holding	Nationwide April 2025	945.19
22571	4/7/2025	12960	Vomela Specialty Co.	Lg format spec printer - Chalk Fest	1,963.00
22572	4/7/2025	1742	Ideal Supply Company Inc.	WMSC - Eye Wash Leak N Chiller	313.98
22573	4/7/2025	1757	Ingram Library Services	Books & Materials FY25	31,841.84
22574	4/7/2025	2215	OCLC Inc.	EZproxy Hosted FY25 Renewal	9,478.10
22575	4/7/2025	2234	Overton Power District #5	SVC 2/22/25 - 3/22/25 MT	227.43
22576	4/7/2025	2307	Progressive Elevator	CC YS elevator repair 2nd FL push button	437.00
22577	4/7/2025	2350	Rebel Oil Company	FY25 Misc Vehicle/Gen/Fire Pump Fuel	457.47
22578	4/7/2025	2351	Silsam Inc., dba Rebel Party Rentals	Mystic Fair Rentals 3.29.25 del. 3.28	2,072.50
22579	4/7/2025	2533	Suburban Propane - 1487	SVC 03/20/25 MC	4,606.21
22580	4/7/2025	2567	Teamsters Local Union #14	Union Dues - April 2025	15,113.00
22581	4/7/2025	2698	Virgin Valley Disposal	SVC 3/1/25 - 3/31/25 MQ	150.95
22582	4/7/2025	2798	Brodart Co.	Library Books & Materials FY 2025	37,141.40
22583	4/7/2025	2891	AFLAC	March 2025	984.32
22584	4/7/2025	3324	Rio Virgin Telephone Co.	Service 04/01/2025 to 04/30/2025	652.74
22585	4/7/2025	3435	Ace Fire Systems, Inc.	WV Service Calls - Fire Alarm Panel	760.00
22586	4/7/2025	3770	Cox Communications of Las Vegas	Service 03.22.25 - 04.21.25	97.57
22587	4/7/2025	4517	Fingerprint Pros, Inc.	8 Pre-employment fingerprints	496.00
22588	4/7/2025	4604	Brodart Library Supplies & Furnishings	supplies for branches	2,845.70
22589	4/7/2025	4723	Purvis Industries - Las Vegas NV	WMSC: HVAC Belts	914.84
22590	4/7/2025	5001	UniFirst Corporation	FY25 FAC-Contr'l Uniform Rental	96.45
22591	4/7/2025	6646	Aqua Serv Engineers, Inc.	FY25 Contr'l HVAC Water Treatment	1,266.48
22593	4/7/2025	8122	Staples Advantage Dept LA	BRUSH WATER COLOR SZ12 12PK BK	4,008.22
22594	4/7/2025	8557	Guaranteed Pest Solutions	FY 25 Urban Contr'l Bed Bug Inspec	477.50
22595	4/7/2025	8575	Intermountain Lock and Security Supply	WH Door Lever Lock	183.19
22596	4/7/2025	9133	Ted Wiens Tire & Auto Centers	FY25 Contractual Smog Checks - Unleaded	184.75
22597	4/7/2025	9187	Whitney's Water Systems, Inc.	FY25 MQL Contractual Bkflw/Grease Trap Serv	1,100.00
22598	4/7/2025	9383	Office Plus	Toner DEVELOPMENT	729.96
22599	4/7/2025	9393	Pamela Sundlie	SV SF Face Painting	750.00
22601	4/7/2025	9454	Apple Inc.	WH Makerspace MacBook	1,960.00
22602	4/7/2025	9483	Tecre Co., Inc.	Button Making Supplies	93.30
22603	4/7/2025	9489	Teledata Technologies	MQLC Serv Call Troubleshoot Camera #109	213.75

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22605	4/7/2025	9843	Gen-Tech of Nevada, Inc.	FY25 CC/SM Contr'l Generator Serv	1,797.00
22606	4/7/2025	9890	High Sierra Elevator Inspections	FY 25: Contr'l Elevator Insp	1,580.00
22607	4/7/2025	9907	Principal Life Insurance Company	Principal April 2025	32,607.48
22608	4/14/2025	10017	CDA Media Relations	April ad in Las Vegas Black Image Magazine	4,350.00
22609	4/14/2025	10228	Sterling Volunteers	22 Volunteer Background checks	405.75
22610	4/14/2025	10789	Gabriel Parker	Music Prod. Classes at BBTTTC	720.00
22611	4/14/2025	11916	Sun Auto Tire & Service	#59: Misc Repairs	1,817.78
22612	4/14/2025	11941	Brink's Incorporated	Excess Fees 3/1/2025 TO 3/31/2025	3,895.61
22613	4/14/2025	12045	Eagle Promotions	Swag thru June 2025	1,294.25
22614	4/14/2025	12130	PDQ Gill's Printing Evolved	BOOKMARKS COMICS PLUS (2 SIDED)	657.95
22615	4/14/2025	12407	Par 3 Landscape and Maintenance Inc	FY25 EV Contr'l Undeveloped Land Maint	20,196.04
22616	4/14/2025	12809	Gallagher	2024 Staffing Analysis	4,995.00
22617	4/14/2025	12960	Vomela Specialty Co.	Chalk It Up Maps	237.00
22618	4/14/2025	1455	Dell Marketing L.P.	Laptop screen repair	298.68
22619	4/14/2025	1580	Ferguson Enterprises, LLC	SW - HVAC Plastic Float Ball	3.76
22620	4/14/2025	1620	Full Compass Systems Ltd	2 Baluns- reship	1,097.22
22621	4/14/2025	1627	Cengage Learning, Inc.	Orders for FY 24/25	3,625.28
22622	4/14/2025	1742	Ideal Supply Company Inc.	SM - Water Leaks n Gallery HVAC pipes	204.74
22623	4/14/2025	1757	Ingram Library Services	Books & Materials FY25	24,979.28
22624	4/14/2025	1837	Johnstone Supply	CH/LA - Urinal Maint. & HVAC	864.27
22625	4/14/2025	1854	Kamer Zucker Abbott	Attorney/Legal Fees March 2025	1,640.00
22626	4/14/2025	1897	Lakeshore Learning Materials	Storytime and Play Area restock	968.86
22627	4/14/2025	2215	OCLC Inc.	IFM Debits & admin 3/1/25-3/31/25	351.94
22628	4/14/2025	2234	Overton Power District #5	SVC 3/1/25 - 4/1/25 MQLC	2,632.46
22629	4/14/2025	2702	Grainger, Inc.	MQL - Both Inv's Fix Water Ftn.	324.07
22630	4/14/2025	2798	Brodart Co.	Order PUR030385	59,000.13
22631	4/14/2025	2799	CDW Government Inc.	Ren Azure P1 Licenses: 2/12/25-3/11/25	1,510.00
22633	4/14/2025	2887	Thomson Reuters West Payment Ctr	CCDC/MISD Lib Plan Subscription	6,736.79
22634	4/14/2025	2914	Iron Mountain	FY 2025 Service - Mar 2025	585.91
22635	4/14/2025	3149	Midwest Tape	Library Audio Materials FY 2024-25	13,048.29
22636	4/14/2025	3355	Teamsters Security Fund S. Nevada	April 2025	458,829.86
22637	4/14/2025	4513	Blackstone Publishing	Library Audiobooks	287.46
22638	4/14/2025	4522	Quest Diagnostics	9 Pre-employment drug tests	378.70
22639	4/14/2025	4604	Brodart Library Supplies & Furnishings	supplies	3,718.50
22640	4/14/2025	4897	Public Employees Benefits Program State of NV	Acct #750 Ins. Premium - April 2025	6,543.06
22641	4/14/2025	5130	OverDrive Inc.	orders for FY 24-25	231,056.88
22642	4/14/2025	5718	Tangerine Office Machines	Miscellaneous Printer Parts/Repairs	55.00
22643	4/14/2025	5769	The Penworthy Company	March 2025 order	19,271.21
22644	4/14/2025	5968	Balloons With A Twist LLC	Caricature Painting - SM Chalk Fest	700.00
22645	4/14/2025	7943	Communication Electronic Systems Inc	FY25 CC,CH,EV,WM Contr'l Fire Alrm Test/Insp	1,085.00
22646	4/14/2025	8010	Allied Universal Security Services	FY25 Contr'l Security - Special Events	8,802.39
22647	4/14/2025	8122	Staples Advantage Dept LA	Supplies EN	5,473.19
22648	4/14/2025	9383	Office Plus	Toner WH	9,051.55
22649	4/14/2025	9393	Pamela Sundlie	Four Face Painters - SM Chalk Fest	2,000.00
22650	4/21/2025	10604	Johnson Controls Security Solutions LLC	SM Burg Panel Battry/WV Fire Panel Trbleshtng	97.66
22651	4/21/2025	10641	Quench USA, Inc.	FY25 Contr'l Filtered Drinking Water	1,080.10
22652	4/21/2025	11626	Jay Atwood	Yamaha Console P22 (T103429)	975.00
22653	4/21/2025	11653	Bombard Mechanical LLC	SU: back staff restrooms backing up	495.00
22654	4/21/2025	11685	Main-G, Inc.	FY 25 Contrac'l Backflow Inspections	1,750.00
22655	4/21/2025	11724	Greenberg Traurig LLP	THE LIBRARY DISTRICT...FREE TO BE - Cl. 41	513.00
22656	4/21/2025	11928	All Hose South LLC	EV: Hose for HVAC Repair	190.98
22657	4/21/2025	12130	PDQ Gill's Printing Evolved	BOOKMARKS (The History Makers)	1,521.33
22658	4/21/2025	12175	PSI Services, LLC	HiSet March 2025	225.00
22659	4/21/2025	12407	Par 3 Landscape and Maintenance Inc	FY25 Contr'l Landscape Maintenance	39,678.08
22660	4/21/2025	12583	United Rentals (North America), Inc.	Lift Repairs: #3, #8, #10	1,064.22
22661	4/21/2025	12861	Empire Southwest, LLC	SW Generator Repairs - (Replace Belts)	733.23
22662	4/21/2025	12960	Vomela Specialty Co.	60 Years Desktop	1,254.00
22663	4/21/2025	1300	Cashman Equipment Company	FY25 SW,WM,WV-Contr'l Gen/Fire Pump Svcs	3,115.00
22664	4/21/2025	1566	Fairway Chevrolet	#58: Replace serpentine belt & coolant	750.64
22665	4/21/2025	1580	Ferguson Enterprises, LLC	RB Plumb Staff Lounge Sink Replace	1,069.75
22666	4/21/2025	1742	Ideal Supply Company Inc.	EV - Plumbing Supplies to Fix W RR	376.25
22667	4/21/2025	1757	Ingram Library Services	Books & Materials FY25	22,923.90
22668	4/21/2025	1837	Johnstone Supply	#57 - T - Manifold Gauge Set & Hoses	393.87
22670	4/21/2025	2098	Moapa Valley Water District	SVC 3/5/25 - 4/8/25 MV	132.91
22671	4/21/2025	2234	Overton Power District #5	SVC 3/8/25 - 4/8/25 MV	275.98
22672	4/21/2025	2257	Patrick's Signs, Inc.	SM: Repair flagpole	1,877.00
22673	4/21/2025	2362	Refrigeration Supplies Distributor	Replacement Tools - Vacuum pump #57	807.61
22675	4/21/2025	2809	Water District	Summary Bill March 2025	20,534.37
22676	4/21/2025	2819	CenturyLink Communications, LLC	Local Service from April 07 to May 08, 2025	3,162.89
22677	4/21/2025	2852	Chem-Aqua, Inc.	FY25 EV/RB Contr'l HVAC Water Treatment	811.02
22678	4/21/2025	2860	Las Vegas Review Journal	Legals - CLS RFP NO 25-06 Ad No. 50106948	873.95
22679	4/21/2025	2887	Thomson Reuters West Payment Ctr	CCDC/MISD Library Materials	3,680.92
22680	4/21/2025	3058	EBSCO Information Services	Orders for FY 24/25	116,684.82
22681	4/21/2025	3149	Midwest Tape	Library Audio Materials FY 2024-25	10,700.54
22682	4/21/2025	3435	Ace Fire Systems, Inc.	WV Serv Call: Fire Pump bypass solenoid	250.00
22683	4/21/2025	3776	Got Bugs LLC	FY25 MQL & MQLC-Contr'l Pest Control	200.00

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22684	4/21/2025	4042	Baker & Taylor, Inc.	Library Books & Materials FY 2025	10,788.74
22685	4/21/2025	4604	Brodart Library Supplies & Furnishings	100 cd snap-in trays	101.00
22686	4/21/2025	5001	UniFirst Corporation	FY25 FAC-Contr'l Uniform Rental	192.90
22687	4/21/2025	5718	Tangerine Office Machines	Miscellaneous Printer Parts/Repairs	605.00
22688	4/21/2025	5897	Gibson Construction of Nevada, Inc.	FY25 Contract'l Roll-Up Doors Insp CC, SM, WM	1,170.00
22689	4/21/2025	7188	Innovative Interfaces, Inc.	eMarc records	32,850.08
22690	4/21/2025	7371	EnvisionWare, Inc.	Blanket Open PO	758.50
22691	4/21/2025	7671	Rentokil	SW: Remove beehive from irrigation valve box	1,763.00
22692	4/21/2025	7943	Communication Electronic Systems Inc	FY25 CH, ME & WM-Fire Alarm Monitoring	165.00
22693	4/21/2025	8010	Allied Universal Security Services	FY25 Contract'l On-Site Security	190,361.50
22694	4/21/2025	8122	Staples Advantage Dept LA	TRUE HEPA REPLACEMENT FILTER DET	5,032.37
22695	4/21/2025	8557	Guaranteed Pest Solutions	FY25 Urban Contr'l Bed Bug Inspec	502.50
22696	4/21/2025	8575	Intermountain Lock and Security Supply	CC - Lock for Shelving	204.60
22697	4/21/2025	8593	American Sign Language Communication LLC	Interpreting Services	400.00
22698	4/21/2025	9074	Statewide Fire Protection - Western States	FY25 CH & WM-Contr'l Fire Sprinkl Tests/Insp	425.00
22699	4/21/2025	9101	O'Reilly Auto Parts	#54/37 - Wiper Blades & Maint. Supply	138.41
22700	4/21/2025	9383	Office Plus	Toner WV	4,242.65
22701	4/21/2025	9431	B&H Photo-Video	Column Extension and spare parts	1,859.02
22702	4/21/2025	9489	Teledata Technologies	CC Lobby camera monitor views adjustmt	190.00
22704	4/21/2025	9843	Gen-Tech of Nevada, Inc.	FY25 CC/SM Contr'l Generator Serv	3,341.40
95665	3/20/2025	10290	Carrot-Top Industries, Inc.	NV State & USA Flags for PVS	1,184.74
95667	3/20/2025	10565	Erin Baltzar	WC Swing It Girls - Veteran's Day	1,800.00
95668	3/20/2025	10609	Niche Academy	NicheCon 2025	196.00
95669	3/20/2025	10881	Cosco Fire Protection, Inc.	FY 25 EV Contr'l Fire Sprinkler Tests/Insp	455.00
95670	3/20/2025	11589	Greenspun Media Group, LLC	LV Weekly Full Page	3,000.00
95671	3/20/2025	11813	ASSA ABLOY Entrance Systems US Inc	FY 25: Misc Door Repairs	3,057.97
95672	3/20/2025	12059	Printed Solid Inc.	3D Printer Filament	239.88
95674	3/20/2025	12322	International Opera Institute	WM, WC, WH Women's Program 3-2025	1,500.00
95675	3/20/2025	12330	Nevada Shakespeare Festival	WM Monologue wkshp 3.15.25	500.00
95676	3/20/2025	12418	Stoked On Printing Ltd	INV N001031729 -addt'l Mystic Fair shirts	69.84
95677	3/20/2025	12586	Dion Leonard	DW Finding Gobi Presentations	1,800.00
95679	3/20/2025	12801	Juneteenth Nevada	Women's History Month 2025	1,500.00
95682	3/20/2025	12932	Barbara Ann Thomas	DW ACP An Outside View	700.00
95684	3/20/2025	12975	Phyllis Rush	DW History to Hip Hop 2.2026	6,500.00
95685	3/20/2025	13006	Kimberly Stephanie Lopez	Refund library material	18.98
95686	3/20/2025	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
95687	3/20/2025	2494	Southwest Gas Corp.	SVC 2/5/25 - 3/5/25 LA	1,429.60
95688	3/20/2025	2861	Jay D. Whipple	FY 25: MV - Contr'l Pest Control	80.00
95689	3/20/2025	4117	Television Monitoring Services, Inc.	Promotional Discussions	150.00
95690	3/20/2025	5026	Nevada State Treasurer	Mandated Court Payment	2.00
95692	3/27/2025	10036	Vegas City Opera	DW Women in Nature 3.25	1,500.00
95693	3/27/2025	10158	Poetry Promise, Inc.	WC Poetry Hub Classes	150.00
95694	3/27/2025	10351	Gilcrease Orchard Foundation	Small Pumpkins	600.00
95695	3/27/2025	10389	The Firm	Public Relations/Marketing thru June 2025	10,082.50
95697	3/27/2025	10930	Business Enterprises of Nevada	FY 25: MQL - Contr'l Cafe Management	3,027.00
95698	3/27/2025	10959	Plastics Family Holdings , Inc.	Sawgrass Sublimation Printer Supplies	880.00
95700	3/27/2025	11813	ASSA ABLOY Entrance Systems US Inc	CC: Repair front entrance door	1,494.29
95701	3/27/2025	12378	Thomas S Klise Company	Order PUR029966	2,173.44
95702	3/27/2025	12571	Lisa Deborah Levy	Painting Series FY 25	300.00
95703	3/27/2025	12609	Amplify Systems Integrations LLC	Cisco phone system training	6,600.00
95704	3/27/2025	12795	David Anthony Tovar	David Tovar -- DJ for Night Market	750.00
95705	3/27/2025	12861	Empire Southwest, LLC	WMSC: Generator Repairs	1,649.87
95706	3/27/2025	12985	The Rolle Project Corp	Rolle Project Night Market Performer	500.00
95707	3/27/2025	12991	Marina Pendleton	Order PUR029987	400.00
95708	3/27/2025	13001	Urgent Care Nevada, LLC	Pre Employment Drug Test	25.00
95709	3/27/2025	13007	Robert O'Brien	Travel Reimbursement-IT 'Director Candidate	155.48
95710	3/27/2025	2053	Matthew Bender & Co., Inc.	8 COPIES NV COURT RULES ED FED V2	1,260.87
95711	3/27/2025	2159	AT&T SBC	Svc 03.11.25 - 04.10.25	653.65
95712	3/27/2025	2494	Southwest Gas Corp.	SVC 2/13/25 - 3/14/25 CC	3,245.38
95713	3/27/2025	2772	Xerox Corporation	Dec-Jan cancellation invoice	470.03
95714	3/27/2025	2838	Verizon Wireless	Service 02.15.25 - 03.14.25	20,237.45
95715	3/27/2025	3383	Home Depot Credit Services	Operating Small Equip Feb - Mar 2025	2,230.89
95716	3/27/2025	4117	Television Monitoring Services, Inc.	Promotional Discussions	200.00
95717	4/3/2025	10217	T-Mobile	Svc charge from 02/21/25 - 03/20/25	243.04
95718	4/3/2025	10229	Marion Siguenza	Windmill-Mystic Fair 3.29.26 -facepainting	285.00
95719	4/3/2025	10458	4imprint Inc.	SV SF Swag-Plastic Bags	611.70
95720	4/3/2025	10534	Nevada Chamber Orchestra	WC NV Chamber Performances Feb & Mar 2025	700.00
95721	4/3/2025	10598	Toscha L. Comeaux-Wilson	Women's History Month 2025	3,000.00
95722	4/3/2025	11589	Greenspun Media Group, LLC	LV Weekly Full Page	3,000.00
95723	4/3/2025	11719	Mystic Mona	Windmill Mystic Fair Tarot Reader 3.29.25	1,200.00
95724	4/3/2025	11801	Jeffrey Scott Trower	WM Mystic Fair- Drums 3.29.25	500.00
95725	4/3/2025	12042	Wish Wagon	Wish wagon -Mystic Fair 3.29.25	600.00
95726	4/3/2025	12046	Enchanted Forest Reiki Center	WM- Mystic Fair programs 3.29.2025	2,595.00
95727	4/3/2025	12047	Verizon Wireless	Orbic Speed Hotspot (device only)	3,999.50
95728	4/3/2025	12059	Printed Solid Inc.	PLA filament for 3D printing	613.59
95729	4/3/2025	12098	Cherrie DeLaney	Replenish Petty Cash	140.28

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Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
95730	4/3/2025	12212	Ashley DeeAnn Sechrist	Reiki-Mystic Fair 3.29.25	1,500.00
95731	4/3/2025	12322	International Opera Institute	IOI Concerts - March & May	850.00
95732	4/3/2025	12414	Monkey Mind Management LLC	Yoga For Life -Mystic Fair 3.29.25	100.00
95733	4/3/2025	12489	Heather L Lageveen	Mystic Fair Child Meditation 3.29.25	50.00
95734	4/3/2025	12490	Suhenna Creations	Henna art -Mystic Fair 3.29.25	600.00
95735	4/3/2025	12609	Amplify Systems Integrations LLC	NEC Resource Block of Time -- 5 Hours	1,250.00
95736	4/3/2025	12618	T-Mobile	Fleet Locate 360: 2/21/2025 to 03/20/2025	448.00
95737	4/3/2025	12795	David Anthony Tovar	Mystic Fair -DJ services 3.29.25	500.00
95738	4/3/2025	12857	Craft Motions, Inc.	Mystic Fair dance programs 3.29.25	1,200.00
95739	4/3/2025	12862	Julie Lynn Hoehn	Teen Genes Design charts-Mystic Fair 3.29.25	200.00
95740	4/3/2025	12863	Kathleen Teresa Luttrell-Hawthorne	Tea Reading wkshp-Mystic Fair 3.29.25	200.00
95741	4/3/2025	12864	Samantha Deller	Group Medium-Mystic Fair 3.29.25	550.00
95742	4/3/2025	12866	Molly Mecka	Mystic Fair-Baby Soundbath 3.29.25	150.00
95743	4/3/2025	12872	Patricia Amelotte	Hammer Dulcimer-Mystic Fair 3.29.25	1,500.00
95744	4/3/2025	12873	Berenice Ivon Valenzuela Corrales	SV SF Elote	850.00
95745	4/3/2025	12932	Barbara Ann Thomas	DW ACP Library Lovers	1,000.00
95746	4/3/2025	12987	DISCALCED, INC.	SM Pepperland 5-13-2025	15,000.00
95747	4/3/2025	12990	Bedlam Factory LLC	3 hours of cart service for Night Market	629.00
95748	4/3/2025	13019	Ryan Strong	Hotel & Air Fare Reimbursement	974.35
95750	4/3/2025	13022	Canon U.S.A., INC.	Mnth Maint 02.23.25-03.22.25 BAM	3,095.58
95751	4/3/2025	1458	State Collections & Disbursement Unit	Mandated Court Payment	421.60
95752	4/3/2025	1991	Lowe's Improvement	FEB-MAR 25 Small & Operating Supp	1,027.20
95753	4/3/2025	2097	Moapa Valley Telephone Co. Inc.	SVcs 03.26.25-04.25.25	384.76
95754	4/3/2025	2494	Southwest Gas Corp.	SVC 2/22/25 - 3/24/25 CH	4,284.73
95755	4/3/2025	2838	Verizon Wireless	Service 02.21.25 - 03.20.25	3,074.30
95756	4/3/2025	3755	Las Vegas Brass Band	LVBB 2025 dates (March & June)	1,000.00
95757	4/3/2025	4117	Television Monitoring Services, Inc.	Promotional Discussions	50.00
95758	4/3/2025	5026	Nevada State Treasurer	Mandated Court Payment	2.00
95759	4/3/2025	5932	Nexus Holdings LLC	SM: Rerig Theater's fire curtain	470.00
95760	4/3/2025	6817	Reliance Connects	FY25 MQL,MQLC-Contrl Alarm Monitor	797.80
95763	4/3/2025	9895	National Benefit Services, LLC	March 2025	581.50
95764	4/3/2025	9937	AFLAC Premium Holding	AFLAC Group March 2025	2,709.72
95765	4/3/2025	9945	Texas Life Insurance Company	Texas Life March 2025	141.03
95766	4/3/2025	9958	Enerspect Medical Solutions LLC	FRx & Onsite AED Battery (4) yr warranty	5,586.88
95767	4/10/2025	10012	Vivace Enterprises, LLC	The French Trio - SM Chalk Fest	900.00
95768	4/10/2025	10830	KD Matheson	Chalk Fest - Artist	200.00
95769	4/10/2025	10872	Radioactive Productions	Video Shoot/Photography thru June 2025	2,175.00
95770	4/10/2025	10900	Asian Journal Publications	1/2 Page Ads thru June 2025	2,400.00
95771	4/10/2025	11589	Greenspun Media Group, LLC	LV Weekly Full Page	6,000.00
95772	4/10/2025	11649	Adventure Entertainment Americas LLC	WAFT screening licensing	500.00
95774	4/10/2025	11860	Brian Martinez LLC	Brian Martinez - Chalk	200.00
95775	4/10/2025	11935	Work Institute, LLC	Monthly maintenance fee March 2025	50.00
95776	4/10/2025	11972	Jorge Ceja	Jorge Ceja - Chalk Fest Artist	200.00
95777	4/10/2025	11976	Suzanne Acosta	Chalk Fest - Artist	200.00
95778	4/10/2025	12046	Enchanted Forest Reiki Center	Healing Series - WH Jan-May	150.00
95779	4/10/2025	12059	Printed Solid Inc.	3D filament	243.90
95780	4/10/2025	12180	i3screen	MRO Services	45.35
95781	4/10/2025	12191	CHUBB	March 2025	773.88
95782	4/10/2025	12269	American Medical Response	Medical Services-SM Chalk Fest	436.00
95784	4/10/2025	12414	Monkey Mind Management LLC	Yoga for Life -- March 2025	1,450.00
95785	4/10/2025	12418	Stoked On Printing Ltd	INV- N001030132 Mystic Fair shirts (15)	199.04
95786	4/10/2025	12453	Jonathan Elliott	Caricature Painting - SM Chalk Fest	600.00
95787	4/10/2025	12474	CSM Consulting Inc	E-Rate consulting contract services	4,250.00
95788	4/10/2025	12584	National Construction Rentals	Deluxe Unit Portable Toilet (with sink)	1,150.00
95789	4/10/2025	12795	David Anthony Tovar	DJ Services - SM Chalk Fest	500.00
95790	4/10/2025	12797	Alvin T. Travis	Three Summer Challenge Performances	1,000.00
95791	4/10/2025	12870	Poetic Neighbor, LLC	Customer Appreciation Day 2025	850.00
95792	4/10/2025	12992	Anjela Brunson	Chalk Fest Bubble Fairy	500.00
95793	4/10/2025	12993	Jeannie Hua	Collage Instruction - SM Chalk Fest	400.00
95794	4/10/2025	12994	Huilin Chen	Collage Instruction - SM Chalk Fest	400.00
95795	4/10/2025	13010	Chelsea Rust	Chelsea Rust - Chalk Fest Artist	200.00
95796	4/10/2025	13011	Manuel Amed Perez	Manuel Perez-Chalk	200.00
95797	4/10/2025	13012	Montaysia Yuneek Sims	Montaysia Sims-Chalk	200.00
95798	4/10/2025	13013	Cody K Wombold	Cody K Wombold - Chalk Artist	200.00
95799	4/10/2025	13017	Joseph Watson	Joseph Watson - Chalk Artist	200.00
95800	4/10/2025	13020	All American Fire Protection LLC	EV Podcast Interview Panel	250.00
95801	4/10/2025	13021	Podcast and Co. LLC	EV Podcast Interview Panel	250.00
95808	4/10/2025	13022	Canon U.S.A., INC.	Mnth Maint 02.15.25-03.14.25 EXEC-OFC	7,961.78
95809	4/10/2025	13025	Free2Be LLC	Customer Appreciation Day 2025	400.00
95810	4/10/2025	13026	Jerode Rogers	Malcolm X Day 2025	250.00
95811	4/10/2025	13028	Madison Alldridge	Madison Alldridge - Chalkfest Artist	200.00
95812	4/10/2025	13029	Daisy Sanchez	Artist - Chalk Fest	200.00
95813	4/10/2025	13030	Pancho's Kitchen LLC	Chalk Fest - Food Vouchers	500.00
95814	4/10/2025	13031	Arturo Hernandez	Chalk Fest - Musical Performance	200.00
95815	4/10/2025	13041	Teresa R. Ellis	Customer Appreciation 2025	250.00
95816	4/10/2025	1474	Di Bella Flowers & Gifts	1 Bereavement arrangement	100.26



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95817	4/10/2025	2159	AT&T SBC	Service 03.25.25 - 04.24.25	642.18
95818	4/10/2025	2494	Southwest Gas Corp.	SVC 2/27/25 - 3/27/25 SW	8,253.03
95822	4/10/2025	2837	Republic Services # 620	Recycle SVC 4/1/25 - 4/30/25 WM	33,974.34
95823	4/10/2025	4117	Television Monitoring Services, Inc.	Promotional Discussions	150.00
95824	4/10/2025	4588	Banff Centre	Banff Centre Mt Film Festival World Tour Screening	2,100.00
95825	4/10/2025	7740	Gaudin Ford	#56 - Throttle & Gasket	141.83
95826	4/10/2025	8192	AT&T	Service 04.01.25 - 04.30.25	41.86
95827	4/10/2025	9966	The Sherwin-Williams Co.	WH & WC - Painting	65.45
95828	4/17/2025	10012	Vivace Enterprises, LLC	Beethoven and Shakespeare Concert - WH	1,093.53
95829	4/17/2025	10265	Rowton Entertainment, LLC	WC Magic Show 4.13.25	750.00
95831	4/17/2025	10872	Radioactive Productions	Video Shoot/Photography thru June 2025	4,525.00
95833	4/17/2025	11589	Greenspun Media Group, LLC	LV Weekly Full Page	3,000.00
95834	4/17/2025	12322	International Opera Institute	WM - Phantom show 4.12.25	500.00
95836	4/17/2025	12388	Dwight White	Health Fair 2025	650.00
95837	4/17/2025	12454	Jorge Salcedo	Caricature Painting - SM Chalk Fest	600.00
95838	4/17/2025	12623	Vibes DIY Studio LLC	SC25 Vibes DIY 3 teen paint wrkshps	2,125.00
95840	4/17/2025	12799	Jan Rachel Sicam	Jan Jan Band WM 4.4.25	250.00
95841	4/17/2025	12943	Harmonizing Energy	BD Sound Bath Workshops	140.00
95842	4/17/2025	12952	Grace City Opera Theatre	Opera Concert - CC - April	500.00
95843	4/17/2025	12964	Hauvonna Godoy	Caricature Painting - SM Chalk Fest	500.00
95844	4/17/2025	13009	Zachary D Paugh	Two presentations for STEAM month	2,500.00
95845	4/17/2025	13046	Idaho Falls Public Library	2 lost ILL items	35.98
95846	4/17/2025	1458	State Collections & Disbursement Unit	Mandated Court Payment	463.75
95847	4/17/2025	2175	NV Energy	Summary Bill February 2025	62,694.45
95848	4/17/2025	2494	Southwest Gas Corp.	SVC 3/6/25 - 4/3/25 LA	1,071.43
95849	4/17/2025	4117	Television Monitoring Services, Inc.	Promotional Discussions April 2025	350.00
95850	4/17/2025	5026	Nevada State Treasurer	Mandated Court Payment	2.00
95851	4/17/2025	9325	Squeaky Clean CC LLC	FY 25: Misc Graffiti Removal	705.00
95853	4/17/2025	9966	The Sherwin-Williams Co.	CC - Paint - Touch Up	100.39
95863	4/24/2025	12378	Thomas S Klise Company	Library Books & Materials FY 2025	141,118.54
95864	4/24/2025	12803	Fritz Cooper	DJ for event	600.00
95865	4/24/2025	12841	Extreme Game Truck LLC	SC '25 Video Game Truck 6 sessions July	1,575.00
95866	4/24/2025	12984	Aaliyah Maria Yasmeen Galwey	Poetry and Self Esteem Workshop	900.00
95867	4/24/2025	12995	Bruce Isaacson	We Write Vegas Poetry Feature Bruce	100.00
95868	4/24/2025	12996	Heather Lang-Cassera	We Write Vegas Poetry Feature Lang	100.00
95869	4/24/2025	12997	Felicia Rutledge	We Write Vegas Poetry Feature Rutl	100.00
95870	4/24/2025	12998	Jennifer Battisti	We Write Vegas Poetry Feature Battisti	100.00
95871	4/24/2025	13000	Charlene S. Moskal	We Write Vegas Poetry Feature Moskal	100.00
95872	4/24/2025	13002	Elle Wheeler	We Write Vegas Poetry Feature Wheeler	100.00
95873	4/24/2025	13003	Rodney Lee	We Write Vegas Poetry Feature Lee	100.00
95874	4/24/2025	13024	Asha Jones	March 13th & April 10th Mtgs	80.00
95875	4/24/2025	13033	Chavis Cutcher Sumida	Entrepreneurship Breakout Session	1,500.00
95876	4/24/2025	13036	Marissa Castillo	Contracted Services	1,500.00
95877	4/24/2025	13042	Vance C. Sanders	Contracted Services	1,500.00
95878	4/24/2025	13043	Okorie Johnson	50% Deposit for OkCello WM&CC 2.2026	3,500.00
95879	4/24/2025	13049	Airbrush Las Vegas LLC	Airbrush Svcs. WV-HOLD CHECK FOR PICKUP	650.00
95880	4/24/2025	13050	Commercial Roofers, Inc.	SM: Roof Repair - Theater	4,090.00
95881	4/24/2025	13051	Tania Angelica Delgado	Refund returned items	75.91
95882	4/24/2025	13052	Alexander Fung	Refund returned hotspot	50.00
95883	4/24/2025	1354	City Of Las Vegas-Sewer Fin & Bus Svcs	Sewer SVC 5/1/25 - 7/31/25 RB	10,557.19
95884	4/24/2025	2159	AT&T SBC	Svc 04.11.25 - 05.10.25	663.20
95885	4/24/2025	2175	NV Energy	Summary Bill March 2025	72,700.30
95886	4/24/2025	2494	Southwest Gas Corp.	SVC 3/15/25 - 4/14/25 CC	1,320.53
95887	4/24/2025	2838	Verizon Wireless	Service 03.15.25 - 04.14.25	20,032.92
95888	4/24/2025	5037	University of Utah	Lost ILL book	40.00
95889	4/24/2025	9467	Bombard Electric LLC	FY25 Contract'l Rooftop Solar PV Systm Serv	2,160.00
95890	4/24/2025	9966	The Sherwin-Williams Co.	CC & SV - Paint & Vandalism	370.06
95891	4/24/2025	13053	Kathyrine Llera	Payroll & Vacation Accrual as of 3/19/25	4,129.38
Total 100 - General Fund					<u>\$ 2,876,573.75</u>



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**Grant Fund - 220**  
**From 03/19/2025 through 04/25/2025**

Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22483	3/24/2025	9935	Burlington English Inc.	April BE - 100	\$ 9,600.00
22510	3/31/2025	1297	CASAS	TEU 0001 Enhanced Pkg TOPSpro EU	35,895.00
22705	4/21/2025	9935	Burlington English Inc.	June 250 seats	24,000.00
95683	3/20/2025	12937	International Library Services, Inc.	Library Media Box-ELV	18,450.00
<b>Total 220 - Grant Fund</b>					<u><u>\$ 87,945.00</u></u>

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**Gift Fund - 230****From 03/19/2025 through 04/25/2025**

Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22482	3/24/2025	9821	Liquid Courage	Feb. 28, 2025 WM Event-Tales and Cocktails	\$ 3,516.76
22502	3/31/2025	12086	Book Depot Inc.	Lil' Learner April Boxes	1,704.96
22541	3/31/2025	8122	Staples Advantage Dept LA	TRIMMER,12 ,ALL PRPSE,BK DEV-BS	214.04
22604	4/7/2025	9821	Liquid Courage	March 2025 WM Event - Tales and Cocktails	2,872.45
22694	4/21/2025	8122	Staples Advantage Dept LA	TRUE HEPA REPLACEMENT FILTER DET	5,032.37
95691	3/20/2025	9426	Rapid Color, Inc.	Lil' Learner Program	4,875.00
95696	3/27/2025	10458	4imprint Inc.	Campfire Ceramic Mug - Colors - 15 oz.	244.80
95783	4/10/2025	12362	Zahir Castrejon	BBTTC Robotics Lab	600.00
95830	4/17/2025	10458	4imprint Inc.	Tote Bag Order	315.88
<b>Total 230 - Gift Fund</b>					<b>\$ 19,376.26</b>

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Check/ ACH #	Posting Date	Vendor Number	Vendor Name	Description	Check Amount
22445	3/24/2025	12461	The Converse Professional Group	WC Refresh: Asbestos Survey	\$ 2,656.71
22447	3/24/2025	12611	Starke Contractors	WH: Refresh Bid 24-09	23,375.61
22450	3/24/2025	1455	Dell Marketing L.P.	Order PUR029934	9,717.00
22461	3/24/2025	2799	CDW Government Inc.	Order PUR030064	7,074.00
22478	3/24/2025	9191	Canon Solutions America, Inc. - NEW VENDOR # 13022	Mnth Maint 01.14.25-02.13.25 SM	4,617.87
22485	3/31/2025	10148	CORE Construction	West Las Vegas Construction	3,027,712.72
22500	3/31/2025	1201	Best Janitorial Services of Nevada	FY 25: Contr'l Janitorial Services	162,952.20
22504	3/31/2025	12404	Classic Pianos NV LLC	CC Piano Cover and Dolly-Las Vegas Pianos	1,885.00
22521	3/31/2025	2686	Simply Covered, Inc.	Furniture Reupholstery	2,445.00
22537	3/31/2025	7371	EnvisionWare, Inc.	WC SOI-AMH-2K Forecast Ergo Trolley LG	187,128.56
22550	3/31/2025	9649	Freeman's Carpet Service, Inc.	WM: Furnish/Install new nosing at front stage	23,638.68
22555	4/7/2025	10148	CORE Construction	Retainage Interest 3-31-25	10,072.21
22592	4/7/2025	7371	EnvisionWare, Inc.	WC SOI-AMH-2K Forecast Ergo Trolley LG	187,128.56
22600	4/7/2025	9431	B&H Photo-Video	WV: Audio Equipment	3,217.32
22630	4/14/2025	2798	Brodart Co.	Order PUR030385	59,000.13
22632	4/14/2025	2809	Water District	SVC 2/28/25 - 3/27/25 WV	660.00
22669	4/21/2025	2015	Machabee Office Environments	Replacement Furniture - Strive Chairs	6,225.00
22674	4/21/2025	2798	Brodart Co.	Order PUR030416	15,543.82
22703	4/21/2025	9648	Bailey Kennedy LLP	GS: Aquisition of Property	5,400.00
95666	3/20/2025	10433	Aztech Materials Testing, Inc.	WV:Const Materials/Observ.Svcs-BID 23-04	5,594.00
95673	3/20/2025	12107	HintonBurdick Nevada LLC	FY 2024 - 990 prep and filing	3,750.00
95678	3/20/2025	12787	Xtivia, Inc.	Monday.com FS Implementation	500.00
95680	3/20/2025	12820	CA Partners, Inc.	Order PUR030058	1,000.00
95681	3/20/2025	12871	TERPconsulting	SM: Fire Curtain Detection RFAM	4,500.00
95699	3/27/2025	11009	KME Architects	New WV Library Contract 2021-026b WLV Library	61,138.54
95761	4/3/2025	8502	Regina L Schweska	WV Labor Compliance Certified Payroll	3,750.00
95762	4/3/2025	9788	Matias Rodriguez	WH: Meeting Room and Theater Room	1,110.95
95773	4/10/2025	11701	StayConnected	iPad kiosks	26,756.00
95832	4/17/2025	11009	KME Architects	New WV Library Contract 2021-026b WLV Library	17,080.20
95835	4/17/2025	12333	In-House Production	WM Safety Cable	2,235.00
95839	4/17/2025	12787	Xtivia, Inc.	Monday.com FS Implementation	2,600.00
95852	4/17/2025	9788	Matias Rodriguez	WH: Frosted Panels	891.80
Total 510 - Capital Project Fund					<u>\$ 3,871,356.88</u>
Total - All Funds					<u>\$ 6,855,251.89</u>



## ITEM VI.A.3.b.

### MEMORANDUM

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

**FROM:** General Services Report

**DATE:** April 30, 2025

**SUBJECT:** General Services Report, May 2025

This report provides an overview of the primary accomplishments, initiatives, and District-Wide activities for the General Services Division for the month of April 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: 390 Days; % Days Complete: 70% Adverse Weather Day: 1. Recent milestones include –, Parking lot and exterior site grading underway. Elevator installation has commenced. Interior painting and tile installations underway. Courtyard footings have been poured. All glazing and storefront installations have been completed. Interior ceiling grids are being installed. Awaiting NV Energy site work to start, a critical milestone will be finalizing permanent power.

**Additional Capital Projects****Goodsprings Library Relocation**

We have commenced the application processes with Clark County to identifying the requirements for entitlements and the required zoning change.

We are also working with our Architect to produce the required conceptual drawing.



We have also commissioned Turnipseed Engineering, experts in water rights management, to help us secure the commercial water rights we will need for the project.

**West Charleston Library Refresh** – the contract for Architectural Services is in place. The architect has been on-site verifying existing site conditions.

The refresh is required to help the branch meet programing needs. The branch refresh will include all new carpet, a new Computer Lab, a new Creations Lab, new patron seating, expanded staff offices and a new SPS office and dressing room.

**Hollywood Library Development Site**

The BLM has confirmed our application is complete. We are currently awaiting a lease for the property for review.

**Purchasing****WLV FF&E**

We have completed the bidding process for furniture, shelving, and accessories for the West Las Vegas Library. An Agenda item for discussion and possible Board action regarding contract awards will be presented to the Board at the May Board of Trustees meeting.

Funds are allocated in the capital projects fund for the purchase of furniture, shelving, and accessories for the West Las Vegas Library. Procurement included three Invitations to Bid, ITB 25-06, ITB 25-07 and ITB 25-08.

An Invitation to Bid was advertised in the Review-Journal, posted on the District's website, emailed to minority Chambers of Commerce, and posted on the Nevada Government eMarketplace (NGEM). The bid opening was held on April 25, 2025. The detailed bid results are included in the agenda item.



### **New Vehicle Purchase**

An Agenda item for discussion and possible Board action regarding a contract award for a new vehicle will be presented to the Board at the May Board of Trustees meeting.

The vehicle is needed to replace an existing van that was totaled in an accident on April 13, 2025. The District is requesting approval to purchase One (1) 2024 Ford Transit 250 Mid Roof Cargo Van which will replace a 2014 Ford Econoline Cargo Van. The District did receive a settlement check in the amount of \$12,230.25 for our van.

The detailed of the purchase are included in the agenda item.

### **Safety and Security Update:**

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

The Safety Manager coordinated with the City of Las Vegas to provide Community Emergency Response Team Basic Training classes for staff. The CERT Basic Training provides individuals who complete the course with the basic skills required to respond to their community's immediate needs in the aftermath of a disaster when emergency services are not immediately available. The classes were a huge success, and the Safety Manager is in the process of scheduling additional classes for staff that were unable to attend the recent classes.

Additionally, the Safety Manager continues to conduct CPR/AED and MOAB classes for all PICs and any interested District staff members.



## ITEM VI.A.3.c.

### MEMORANDUM

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

**FROM:** Jeffrey Serpico, Human Resources

**DATE:** April 30, 2025

**SUBJECT:** Human Resources Activity Report, May 2025

This memorandum reports on the Human Resources Department's activities and project updates for April 2025 and analytics compiled from July 1, 2024, to April 30, 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) – Complete
    - Revise Career Ladder Matrix – Complete
  - 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 LEAD – In Process
    - Staff - TBD
  - Develop Internship / Work-study with CCSD – In Process
- **Ensure quality outcomes by enhancing administrative effectiveness and efficiency:**
  - Complete 3<sup>rd</sup> 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 – Complete
  - Complete revisions of Job Descriptions – In Process (LO Complete 5/25)
  - Implement UKG (HRIS) accrual updates – Complete

## 2. Transactional Activity and Key Metrics:

- Fiscal Year 2024-2025 Human Resources Dashboard

## 3. Monthly Attachments:



5/13/2025

## 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
		Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25					
Metric																		
A	Total Employees (Headcount)	678	657	648	660	667	668	668	666	669	671			NA	665.20	683.25	652.58	A
B	Full-Time Employees 60 hours or more (Headcount)	375	392	401	403	405	404	407	405	408	411			NA	401.10	368.17	345.33	B
C	Part-Time Employees 59 hours or less (Headcount)	303	265	247	257	262	264	261	261	261	260			NA	264.10	315.08	307.25	C
D	Full-Time-Equivalent (FTE-District) Budget = 564.025 Filled 502.675 Begin Cycle	564.025												NA	NA	NA	NA	D
E	Average Years of Service (District)	10.2	10.1	10.1	10.3	10.2	10.3	10.2	10.3	10.4	10.4			NA	10.25	10.22	10.04	E
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	F
G	Positions Posted (Approved to Fill)	13	16	9	17	6	11	7	10	4	9			NA	10.20	9.50	13.08	G
H	Applications Received	2319	1425	1882	1550	985	1232	1217	1551	1738	1567			15,466.00	1546.60	1463.17	844.50	H
I	Interviews Conducted	7	12	15	10	13	5	10	7	11	7			97.00	9.70	11.42	12.17	I
J	New Hires	4	1	5	15	9	7	11	3	6	11			72.00	7.20	9.92	11.75	J
K	Promotions	4	3	8	2	5	3	2	5	5	1			38.00	3.80	3.83	3.83	K
L	Lateral Transfers	0	4	3	3	3	0	0	0	0	1			14.00	1.40	0.33	2.08	L
M	Demotions	0	1	1	0	0	0	1	0	0	0			3.00	0.30	0.50	0.33	M
N	Employees Successfully Completing Probationary Period	4	7	11	7	7	2	2	6	5	12			63.00	6.30	7.42	9.58	N
O	(1) Average Cost Per New Hire	\$5,199	\$1,378	\$26,108	\$35,978	\$25,061	\$9,007	\$50,459	\$6,886	\$18,105	\$62,122			\$240,303	\$24,030	\$27,568	\$31,917	O
Separations & Turnover																		
P	Total Separations from Employment (Headcount)	13	16	12	7	6	4	12	6	5	6			87	8.70	8.58	10.00	P
Q	Voluntary Separations	12	16	10	7	4	4	11	6	3	6			79	7.90	7.92	8.75	Q
R	Involuntary Separations	1	0	2	0	2	0	1	0	2	0			8	0.80	0.67	1.25	R
S	Turnover (Entire District)	1.92%	2.44%	1.85%	1.06%	0.90%	0.60%	1.80%	0.90%	0.75%	0.89%			13.10%	1.31%	1.26%	1.54%	S
T	Turnover (Without Library Aide 1 Positions)	1.80%	1.06%	1.08%	0.90%	0.60%	0.60%	1.05%	0.75%	0.45%	0.60%			8.89%	0.89%	0.74%	1.06%	T
U	Annualized Twelve Month Turnover (Entire District)	23.01%	26.12%	24.82%	21.80%	19.60%	17.53%	18.10%	17.19%	16.28%	15.72%			NA	20.02%	15.06%	18.47%	U
V	FTE Vacancy Rate (Open FTEs) / (Total Filled FTEs + Open FTEs) (Budget 564.025 Total)	10.88%											NA	10.88%	15.88%	NA	NA	V
W	Average Years of Service (Voluntary Separations)	7.8	4.00	1.1	2.97	1.59	1.61	9.89	3.63	9.24	1.12			NA	4.30	6.48	5.71	W
X	Average Years of Service (Involuntary Separations)	0.4	0.00	0.48	0.00	1.00	0	0.26	0.00	4.57	0			NA	0.67	0.55	1.09	X
Training & Talent Development																		
Y	Employee Attending New Hire Orientation	4	0	4	7	9	6	11	3	5	13			62.00	6.20	9.25	11.58	Y
Z	Total Employee Training Encounters	241	276	154	192	63	343	243	250	311	321			2,394	239	177.42	149.67	Z
AA	Virtual	50	78	40	113	26	53	73	65	130	93			721	72	82.50	33.42	AA
BB	Live On-Site	168	178	104	74	34	282	160	181	173	222			1,576	158	81.50	108.33	BB
CC	External Conferences	23	20	10	5	3	8	10	4	8	6			97	10	13.42	11.17	CC
DD	Total Training Cost	\$34,962	\$7,675	\$12,062	\$11,161	\$3,922	\$13,523	\$13,874	\$3,634	\$17,405	\$14,100			\$122,316	\$12,232	\$9,080	\$8,886	DD
EE	Total Tuition Reimbursements	\$0	\$3,360	\$0	\$0	\$0	\$11,058	\$20,314	\$0	\$4,164	\$2,000			\$41,096	\$4,110	\$2,615	\$3,707	EE
FF	Undergraduate	\$0	\$1,360	\$0	\$0	\$0	\$2,000	\$1,983	\$0	\$2,000	\$2,000			\$9,343	\$934	\$167	\$120	FF
GG	Graduate	\$0	\$2,000	\$0	\$0	\$0	\$8,400	\$18,330	\$0	\$2,164	\$0			\$31,094	\$3,109	\$2,281	\$3,222	GG
GG2	Certification	\$0	\$0	\$0	\$0	\$0	\$658	\$0	\$0	\$0	\$0			\$658	\$66	NA	NA	HH
HH	(2) Annual Required Compliance Training Completion	99.00%	98.00%	99.85%	98.68%	100.00%	65.00%	99.00%	94.00%	94.00%	95.00%			NA	94.25%	NA	NA	II
Benefits & Wellness																		
II	Staff Utilizing FMLA or Unpaid Authorized Leave > 4 weeks	3	3	2	1	1	1	2	2	2	2			NA	2	0.00	0.00	JJ
JJ	Total Leave Hours Utilized	240.00	240.00	160.00	80.00	80.00	80.00	160.00	160.00	160.00	160.00			1520.00	152.00	113.00	115.00	KK

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

Resolute - Yellow

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

\* Annual



## ITEM VIII.A.1.

### AGENDA ITEM

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#### MAY 22, 2025 MEETING OF THE BOARD OF TRUSTEES

##### Agenda Item # VIII.A.1.

Discussion and possible Board action regarding approval to purchase a replacement vehicle from Ford Country, based on previously bid contract rates of the State of Nevada (Bid No. 8475).

##### Background:

Funds are allocated in the vehicle replacement fund to purchase new vehicles. A new vehicle is need to replace an existing van that was totaled in an accident on April 13, 2025. Board Policy requires that a request for bids be advertised for contracts exceeding \$50,000. In lieu of advertising a request for bids, the District may, in accordance with NRS 332.195, use a previously bid contract of the State of Nevada with the authorization of the contracting vendor.

The State of Nevada currently has contracts (Bid No 99SWC-NV21-8812) with Ford Country and has authorized the use of the State contract. The contracts are valid from 07/01/2021 through 06/30/2025.

The vehicle model and price are as follows:

Ford Country:

- One (1) 2024 Ford Transit 250 Mid Roof Cargo Van (Gallery Services). \$53,451.25  
Replaces a 2014 Ford Econoline Cargo Van. The District did receive a settlement check in the amount of \$12,230.25 for our van.

##### Recommended Action:

Motion to approve the purchase of one (1) vehicle from Ford Country at the previously bid contract rates of the State of Nevada (Bid No 99SWC-NV21-8812) in the amount of \$53,451.25

**ITEM VIII.B.1.****AGENDA ITEM****May 22, 2025 - MEETING OF THE BOARD OF TRUSTEES****Agenda Item # VIII.B.1.:**

Discussion and possible Board action regarding contract awards for the purchase of furniture, shelving, and accessories for the West Las Vegas Library.

Funds are allocated in the capital projects fund for the purchase of furniture, shelving, and accessories for the West Las Vegas Library. Procurement included three Invitations to Bid, ITB 25-06, ITB 25-07 and ITB 25-08.

An Invitation to Bid was advertised in the Review-Journal, posted on the District's website, emailed to minority Chambers of Commerce, and posted on the Nevada Government eMarketplace (NGEM). The bid opening was held on April 25, 2025. The bid results are as follows:

**1) Bid No. 25-06 – West Las Vegas Library – Furniture - Steelcase:**

<u>Bidders</u>	<u>Bid Amount</u>
Creative Spaces	\$13,027.45
LA Solutions LLC	\$70,000.01

The lowest responsive and responsible bidder is Creative Spaces.

Creative Spaces holds the Nevada state contract for Steelcase and the District received significant discounts.

**2) Bid No. 25-07 – West Las Vegas Library – Furniture - Millerknoll:**

<u>Bidders</u>	<u>Bid Amount</u>
Henriksen Butler Nevada LLC	\$327,583.81

The lowest responsive and responsible bidder is Henriksen Butler Nevada LLC.

Henriksen Butler Nevada LLC holds the Nevada state contract for Millerknoll and the District received significant discounts.

**3) Bid No. 25-08 – West Las Vegas Library – General Furniture:****Bid Group 1 – Anova Furnishings**

<u>Bidder</u>	<u>Bid Amount</u>
Office Furniture Concepts	\$38,035.00

The lowest responsive and responsible bidder is Office Furniture Concepts

**Bid Group 2 – Arcadia Contract**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$40,822.30
Creative Spaces	\$33,857.04
Office Furniture Concepts	\$33,672.10

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 3 – Demco**

<u>Bidder</u>	<u>Bid Amount</u>
Creative Spaces	\$17,537.06

The lowest responsive and responsible bidder is Creative Spaces.

**Bid Group 4 – Encore Seating**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$24,436.49
Creative Spaces	\$20,122.56
Office Furniture Concepts	\$19,527.93

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 5 – ERG International**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$26,434.97
Office Furniture Concepts	\$21,865.00

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 6 – Heartwork**

<u>Bidder</u>	<u>Bid Amount</u>
Office Furniture Concepts	\$10,575.00

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 7 – Hightower**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$10,260.55*
Creative Spaces	\$17,640.12
Office Furniture Concepts	\$13,366.00

\* Submitted an alternate that was not accepted as an “or equal”

The lowest responsive and responsible bidder is Office Furniture Concepts

**Bid Group 8 – Keilhauer**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$28,145.01*
Creative Spaces	\$27,181.76
Office Furniture Concepts	\$22,163.85

\* Submitted an alternate that was not accepted as an “or equal”

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 9 – KI**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$137,232.41
Creative Spaces	\$123,282.97
Office Furniture Concepts	\$121,268.38

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 10 – Landscape Forms**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$64,648.98
Office Furniture Concepts	\$56,528.00

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 11 – Media Technologies**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$21,600.60
Library Furniture International	\$35,952.00
Creative Spaces	\$26,035.38

The lowest responsive and responsible bidder is Arizona Furnishings.

**Bid Group 12 – Mity Lite**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$ 8,510.31*
Office Furniture Concepts	\$20,153.25

\* Submitted an alternate that was not accepted as an “or equal”

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 13 – OFS**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$ 94,994.56
Library Furniture International	\$100,854.00
Creative Spaces	\$ 85,579.75
Office Furniture Concepts	\$ 86,062.08

The lowest responsive and responsible bidder is Creative Spaces.

**Bid Group 14 – Peter Pepper Products**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$22,526.13

The lowest responsive and responsible bidder is Arizona Furnishings.

**Bid Group 15 – Recycle Away**

<u>Bidder</u>	<u>Bid Amount</u>
Creative Spaces	\$ 25,192.00
Office Furniture Concepts	\$ 24,015.00

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 16 – Surfaceworks**

<u>Bidder</u>	<u>Bid Amount</u>
Creative Spaces	\$ 15,254.48
Office Furniture Concepts	\$ 14,867.73

The lowest responsive and responsible bidder is Office Furniture Concepts.

**Bid Group 17 – Via Seating**

<u>Bidder</u>	<u>Bid Amount</u>
Arizona Furnishings	\$26,777.00
Creative Spaces	\$20,144.44
Office Furniture Concepts	\$22,757.00

The lowest responsive and responsible bidder is Creative Spaces.

**Bid Group 18 – Stacks**

<u>Bidder</u>	<u>Bid Amount</u>
AADS Office Solutions International	\$349,500.00
Arizona Furnishings	\$222,531.00
Library Furniture International (Biblo)	\$267,394.00
Library Furniture International (Estey)	\$262,549.00

The lowest responsive and responsible bidder is Arizona Furnishings.

**Recommended Action:**

Motion to authorize staff to award contracts for the purchase of furniture, shelving, and accessories for the West Las Vegas Library in accordance with ITB 26-06, ITB 26-07 and ITB 26-08 as follows:

ITB 26-06 - West Las Vegas Library – Furniture - Steelcase: Contract award to Creative Spaces in the amount of \$13,027.45

ITB 26-07 - West Las Vegas Library – Furniture - Millerknoll: Contract award to Henriksen Butler Nevada LLC in the amount of \$327,583.81

ITB 26-08 - West Las Vegas Library – General Furniture - Contract award to:

<u>Bid Group</u>	<u>Bidder</u>	<u>Amount</u>
1	Office Furniture Concepts	\$ 38,035.00
2	Office Furniture Concepts	\$ 33,672.10
3	Creative Spaces	\$ 17,537.06
4	Office Furniture Concepts	\$ 19,527.93
5	Office Furniture Concepts	\$ 21,865.00
6	Office Furniture Concepts	\$ 10,575.00
7	Office Furniture Concepts	\$ 13,366.00
8	Office Furniture Concepts	\$ 22,163.85
9	Office Furniture Concepts	\$ 121,268.38
10	Office Furniture Concepts	\$ 56,528.00
11	Arizona Furnishings	\$ 21,600.60
12	Office Furniture Concepts	\$ 20,153.25
13	Creative Spaces	\$ 85,579.75
14	Arizona Furnishings	\$ 22,526.13
15	Office Furniture Concepts	\$ 24,015.00
16	Office Furniture Concepts	\$ 14,867.73
17	Creative Spaces	\$ 20,144.44
18	Arizona Furnishings	\$222,531.93

# ATTACHMENT B - DISCLOSURE OF OWNERSHIP/PRINCIPALS

## ITB NO. 25-06 - WEST LAS VEGAS LIBRARY – FURNITURE

<b>Business Entity Type (Please Check one)</b>							
Sole Proprietorship <input checked="" type="checkbox"/>	Partnership <input type="checkbox"/>	Limited Liability Company <input checked="" type="checkbox"/>	Corporation <input type="checkbox"/>	Trust <input type="checkbox"/>	Non-Profit Organization <input type="checkbox"/>	Other <input type="checkbox"/>	
<b>Business Designation Group (Please CHECK ALL that apply)</b>							
MBE <input type="checkbox"/>	WBE <input type="checkbox"/>	PBE <input type="checkbox"/>	ESB <input type="checkbox"/>	SBE <input type="checkbox"/>	LBE <input type="checkbox"/>	NBE <input type="checkbox"/>	
Minority Business Enterprise	Women-Owned Business Enterprise	Physically Challenged Business Enterprise	Emerging Small Business*	Small Business Enterprise	Large Business Enterprise	Nevada Business Enterprise	
<i>*ESB must be certified by the Governor's Office of Economic Development</i>							
Number of <u>Clark County</u> Nevada Residents Employed:			39				
Corporate/Business Entity Name:		Highmark Capital LLC					
(Include d.b.a., if applicable)		Create Spaces					
Street Address:		6435 Sunset Corporate Dr.					
City, State, and Zip Code:		Las Vegas, NV 89120		Contact Name:		JD Field	
Telephone No:		702-263-8800		Title:		Account Manager	
Fax No:				Email:		jfield@createspaces.com	
Nevada Local Street Address: (If different from above)		Same as above		Website:		createspaces.com	
City, State and Zip Code:				Local Contact Name:		J.D. Field	
Local Telephone No:				Title:		Account Manager	
Local Fax No:				Email:		jfield@createspaces.com	

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

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

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

FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)
Jason Galloway	Principal	100%

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

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

☐ Yes ☒ No (If yes, please note LVCCLD employees and appointed/elected officials may not perform any work on professional service contracts, or other contracts, which are not subject to competitive bid.)

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

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

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

J.D. Field  
Signature

J.D. Field  
Print Name

Account Manager  
Title

4/24/25  
Date



**ATTACHMENT B - DISCLOSURE OF RELATIONSHIPS ITB BID NO.  
ITB NO. 25-06 - WEST LAS VEGAS LIBRARY – FURNITURE**

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

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

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

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

**CONTRACTOR SIGNATURE BLOCK**

Legal Name of Bidder (Prime Contractor) As It Should Appear on Contract	Highmark Capital LLC, dba Create Spaces
Name of Bidder's Authorized Representative	J.D. Field
Title of Bidder's Authorized Representative	Account Manager
Signature of Bidder's Authorized Representative	J.D. Field <small>Digitally signed by J.D. Field DN: cn=J.D. Field, c=US, o=Create Spaces, email=jfield@createspaces.com Reason: I attest to the accuracy and integrity of this document Date: 2025.04.24 16:14:36 -0700</small>
Today's Date	4/24/25

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

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

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

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

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

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

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

**ATTACHMENT B - DISCLOSURE OF OWNERSHIP/PRINCIPALS  
ITB NO. 25-07 - WEST LAS VEGAS LIBRARY – FURNITURE**

<b>Business Entity Type (Please Check one)</b>						
Sole Proprietorship	Partnership	Limited Liability Company	Corporation	Trust	Non-Profit Organization	Other
<b>Business Designation Group (Please CHECK ALL that apply)</b>						
MBE	WBE	PBE	ESB	SBE	LBE	NBE
Minority Business Enterprise	Women-Owned Business Enterprise	Physically Challenged Business Enterprise	Emerging Small Business*	Small Business Enterprise	Large Business Enterprise	Nevada Business Enterprise
*ESB must be certified by the Governor's Office of Economic Development						
Number of Clark County Nevada Residents Employed:						
Corporate/Business Entity Name:						
(Include d.b.a., if applicable)						
Street Address:						
City, State, and Zip Code:		Contact Name:				
Telephone No:		Title:				
Fax No:		Email:				
Nevada Local Street Address: (If different from above)		Website:				
City, State and Zip Code:		Local Contact Name:				
Local Telephone No:		Title:				
Local Fax No:		Email:				

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

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

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

FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)

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

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

☐ Yes ☐ No (If yes, please note LVCCLD employees and appointed/elected officials may not perform any work on professional service contracts, or other contracts, which are not subject to competitive bid.)

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

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

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

Signature

Print Name

Title

Date

**ATTACHMENT B - DISCLOSURE OF RELATIONSHIPS ITB BID NO.  
ITB NO. 25-07 - WEST LAS VEGAS LIBRARY – FURNITURE**

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

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

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

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

**CONTRACTOR SIGNATURE BLOCK**

Legal Name of Bidder (Prime Contractor) As It Should Appear on Contract	
Name of Bidder's Authorized Representative	
Title of Bidder's Authorized Representative	
Signature of Bidder's Authorized Representative	
Today's Date	

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

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

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

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

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

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

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

**ATTACHMENT B - DISCLOSURE OF OWNERSHIP/PRINCIPALS  
ITB NO. 25-08 - WEST LAS VEGAS LIBRARY – FURNITURE**

<b>Business Entity Type (Please Check one)</b>							
Sole Proprietorship <input checked="" type="checkbox"/>	Partnership <input type="checkbox"/>	Limited Liability Company <input checked="" type="checkbox"/>	Corporation <input type="checkbox"/>	Trust <input type="checkbox"/>	Non-Profit Organization <input checked="" type="checkbox"/>	Other <input type="checkbox"/>	
<b>Business Designation Group (Please CHECK ALL that apply)</b>							
MBE <input type="checkbox"/>	WBE <input type="checkbox"/>	PBE <input type="checkbox"/>	ESB <input type="checkbox"/>	SBE <input checked="" type="checkbox"/>	LBE <input type="checkbox"/>	NBE <input checked="" type="checkbox"/>	
Minority Business Enterprise	Women-Owned Business Enterprise	Physically Challenged Business Enterprise	Emerging Small Business*	Small Business Enterprise	Large Business Enterprise	Nevada Business Enterprise	
*ESB must be certified by the Governor's Office of Economic Development							
Number of Clark County Nevada Residents Employed:				4			
Corporate/Business Entity Name:		OFC PARTNERS LLC					
(Include d.b.a., if applicable)		OFFICE FURNITURE CONCEPTS					
Street Address:		1101 S LAS VEGAS BLVD					
City, State, and Zip Code:		LAS VEGAS, NV 89104		Contact Name:		TIM MCCULLOUGH	
Telephone No:		702 873 8555		Title:		MANAGER	
Fax No:				Email:		TIM@OFFICE-FURNITURE-CONCEPTS.COM	
Nevada Local Street Address: (If different from above)				Website:		https://officefurniturevegas.com/	
City, State and Zip Code:				Local Contact Name:		TIM MCCULLOUGH	
Local Telephone No:		702 873 8555		Title:		MANAGER	
Local Fax No:				Email:		TIM@OFFICE-FURNITURE-CONCEPTS.COM	

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

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

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

FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)
MARK SLOTTA	OWNER	100

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

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

☐ Yes

☒ No

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

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

☐ Yes

☒ No

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

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

Signature Mark Slotta

MARK SLOTTA  
Print Name

OWNER  
Title

04/22/25  
Date



**ATTACHMENT B - DISCLOSURE OF RELATIONSHIPS ITB BID NO.  
ITB NO. 25-08 - WEST LAS VEGAS LIBRARY – FURNITURE**

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

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

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

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

**CONTRACTOR SIGNATURE BLOCK**

Legal Name of Bidder (Prime Contractor) As It Should Appear on Contract	
Name of Bidder's Authorized Representative	
Title of Bidder's Authorized Representative	
Signature of Bidder's Authorized Representative	
Today's Date	

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

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

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

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

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

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

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

**ATTACHMENT B - DISCLOSURE OF OWNERSHIP/PRINCIPALS**  
**ITB NO. 25-08 - WEST LAS VEGAS LIBRARY – FURNITURE**

<b>Business Entity Type (Please Check one)</b>							
Sole Proprietorship	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Limited Liability Company	<input checked="" type="checkbox"/>	Corporation	<input type="checkbox"/>
Trust	<input type="checkbox"/>	Non-Profit Organization	<input type="checkbox"/>	Other	<input type="checkbox"/>		
<b>Business Designation Group (Please CHECK ALL that apply)</b>							
MBE	<input type="checkbox"/>	WBE	<input checked="" type="checkbox"/>	PBE	<input type="checkbox"/>	ESB	<input type="checkbox"/>
SBE	<input type="checkbox"/>	LBE	<input type="checkbox"/>	NBE	<input type="checkbox"/>		
Minority Business Enterprise		Women-Owned Business Enterprise		Physically Challenged Business Enterprise		Emerging Small Business*	
Small Business Enterprise		Large Business Enterprise		Nevada Business Enterprise			
*ESB must be certified by the Governor's Office of Economic Development							
Number of Clark County Nevada Residents Employed:				0			
Corporate/Business Entity Name:		Educational Furnishings of Arizona					
(Include d.b.a., if applicable)		Arizona Furnishings					
Street Address:		6913 W Buckeye Road, Ste 200					
City, State, and Zip Code:		Phoenix, AZ 85043		Contact Name:		Manya Snyder	
Telephone No:		602-484-7331		Title:		General Manager	
Fax No:		602-484-7825		Email:		manya@furnishaz.com	
Nevada Local Street Address: (If different from above)				Website:		www.furnishaz.com	
City, State and Zip Code:				Local Contact Name:			
Local Telephone No:				Title:			
Local Fax No:				Email:			

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FULL NAME	TITLE	% OWNED (Not required for Publicly Traded Corporations/Non-profit organizations)
Claudia Spillman	Owner	51%
Melissa Williams	Owner	49%

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

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

☐ Yes

☒ No

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

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☐ Yes

☒ No

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

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

Manya Snyder  
Signature

General Manager  
Title

Manya Snyder  
Print Name

04/24/2025  
Date

**ATTACHMENT B - DISCLOSURE OF RELATIONSHIPS ITB BID NO.  
ITB NO. 25-08 - WEST LAS VEGAS LIBRARY - FURNITURE**

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

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

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

**CONTRACTOR SIGNATURE BLOCK**

Legal Name of Bidder (Prime Contractor) As It Should Appear on Contract	Educational Furnishing of Arizona DBA
Name of Bidder's Authorized Representative	Jodi Giljum ArizonaFurnishings
Title of Bidder's Authorized Representative	Sales Executive
Signature of Bidder's Authorized Representative	Jodi Giljum
Today's Date	4.24.25

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

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

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

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

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

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

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



## ITEM VIII.B.2.

### AGENDA ITEM

---

#### MAY 22, 2025 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item #VIII.B.2.:**

Public Hearing on the Las Vegas-Clark County Library District Tentative Budget for Fiscal Year 2025-2026.

##### **Background:**

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

On April 8, 2025, staff met with the Finance and Audit Committee to review and comment on staff's recommendations for preparation of the Tentative Budget for Fiscal Year 2025-2026. The Tentative Budget was filed on April 15, 2025 with the State Department of Taxation. Staff will present a report to Trustees on adjustments, if any, that have been made to the Tentative Budget in preparation of the adoption of the Final Fiscal Year 2025-2026 Budget.

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

Motion to convene the Public Hearing regarding the Las Vegas-Clark County Library District's Tentative Budget for Fiscal Year 2025-2026. Following the staff report, Board review, and public testimony, a motion is required to close the Public Hearing on the Tentative Budget.





## ITEM VIII.B.3.

### AGENDA ITEM

---

#### MAY 22, 2025 MEETING OF THE BOARD OF TRUSTEES

##### **Agenda Item #VIII.B.3.:**

Discussion and possible Board action to adopt the Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2025-2026.

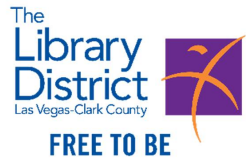
##### **Background:**

The Las Vegas-Clark County Library District's Final Budget for Fiscal Year 2025-2026 is provided for the Trustees' review. The Tentative Budget was filed with the State of Nevada Department of Taxation on April 15, 2025.

NRS 354.598 requires that the Final Budget be adopted by the governing body and transmitted to the State Department of Taxation on or before June 1st. Once the Final Budget is adopted, it becomes the operating plan for the fiscal year beginning July 1, 2025.

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

Motion to adopt the Final Las Vegas-Clark County Library District's Fiscal Year 2025-2026 Budget subject to any modifications as directed by Trustees and instruct staff to adjust estimated Fiscal Year 2025-2026 revenues in accordance with final estimates from the Department of Taxation provided such estimates are received in sufficient time for staff to make adjustments by the June 1, 2025 filing date.



# TENTATIVE PROPOSED BUDGET



**Fiscal Year 2026**

Presented by  
Floresto Cabias, Chief Financial Officer



## FY 2026 Total Revenues

### All Funds

#### FY 2025 vs. FY 2026 Revenues

	FY 2025 Budget	FY 2026 Budget	Variance FY 2025 vs. FY 2026	Percent Increase
<b>General Fund</b>	102,774,856	111,037,977	8,263,121	8.04%
<b>Special Revenue Funds:</b>				
Gift Fund	10,000,000	10,000,000	-	0.00%
Grant Fund	20,000,000	20,000,000	-	0.00%
<b>Capital Projects Fund</b>	1,200,000	1,500,000	300,000	25.00%
<b>Debt Service Fund</b>	10,000	10,000	-	0.00%
<b>Total</b>	<b>133,984,856</b>	<b>142,547,977</b>	<b>8,563,121</b>	<b>6.39%</b>

- The General Fund increase is primarily due to higher property taxes
- The Capital Projects Fund increase is due to higher expected investment income
- The Special Revenue Funds are maintained at a high enough amount to account for potential and unanticipated gifts and grants
- The District is debt-free



## FY 2026 Total Expenditures

### All Funds

#### FY 2025 vs. FY 2026 Expenditures

	FY 2025 Budget	FY 2026 Budget	Variance FY 2025 vs. FY 2026	Percent Increase
<b>General Fund</b>	96,250,841	<b>103,949,364</b>	7,698,523	8.00%
<b>Special Revenue Funds:</b>				
Gift Fund	10,000,000	<b>10,000,000</b>	-	0.00%
Grant Fund	20,000,000	<b>20,000,000</b>	-	0.00%
<b>Capital Projects Fund</b>	16,667,000	<b>24,088,581</b>	7,421,581	44.53%
<b>Debt Service Fund</b>	10,000	<b>10,000</b>	-	0.00%
<b>Total</b>	<b>142,927,841</b>	<b>158,047,945</b>	<b>15,120,104</b>	<b>10.58%</b>

- The General Fund increase is primarily due to personnel costs
- The Capital Projects Fund increase is primarily due to construction costs for the West Las Vegas Library Project, technology replacements and upgrades, and building maintenance and repair
- The Special Revenue Funds are maintained at a high enough amount to account for potential and unanticipated gifts and grants
- The District is debt-free



## FY 2026 Total Revenues

### General Fund

#### FY 2025 vs. FY 2026 Revenues

	FY 2025 Budget	FY 2026 Budget	Variance FY 2025 vs. FY 2026	Percent Increase
<b>Revenues:</b>				
Property Taxes	68,639,254	76,223,146	7,583,892	11.05%
Consolidated Sales Tax	31,585,602	31,664,831	79,229	0.25%
Charges for Services	950,000	950,000	-	0.00%
Investment Income	1,000,000	1,500,000	500,000	50.00%
Contributions	300,000	300,000	-	0.00%
Miscellaneous Revenue	300,000	400,000	100,000	33.33%
<b>Total</b>	<b>102,774,856</b>	<b>111,037,977</b>	<b>8,263,121</b>	<b>8.04%</b>

- Assessed property values continue to appreciate from FY 2025 to FY 2026
- Consolidated Sales Tax revenues are expected to remain flat
- Despite expected decreases in interest rates, investment income is budgeted higher due to higher rates secured in prior years



## FY 2026 Total Expenditures

### General Fund

#### FY 2025 vs. FY 2026 Expenditures

	FY 2025 Budget	FY 2026 Budget	Variance FY 2025 vs. FY 2026	Percent Increase
<b>Expenditures:</b>				
Salaries	41,391,742	43,780,090	2,388,348	5.77%
Benefits	19,338,939	20,847,740	1,508,801	7.80%
Services and Supplies	21,095,160	23,521,534	2,426,374	11.50%
Library Media Materials	14,425,000	15,800,000	1,375,000	9.53%
<b>Total</b>	<b>96,250,841</b>	<b>103,949,364</b>	<b>7,698,523</b>	<b>8.00%</b>

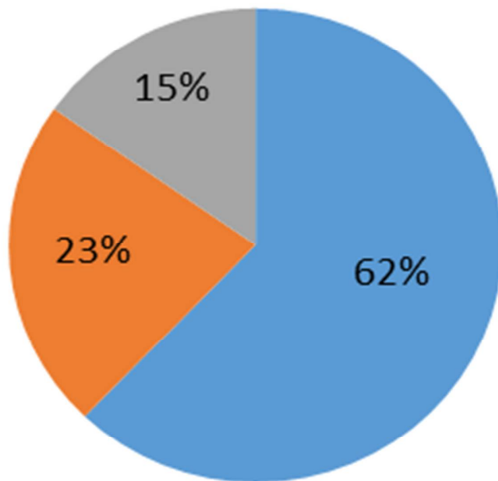
- Salaries and Benefits reflect pay increases effective July 1, 2025
- Services and Supplies increases are primarily driven by rising costs in major service contracts
- The Library Media Materials budget is calculated as 15% of total expenditures



## FY 2026 Total Expenditures by Activity

### General Fund

**Total Expenditures by Activity \$103,949,364**



- Salaries and Benefits - \$64,627,830
- Services and Supplies - \$23,521,534
- Library Media Materials - \$15,800,000



## FY 2026 Total Ending Fund Balances

### General Fund

- The ending fund balance budget is \$15 million for FY 2026, which is approximately 15% of total expenditures
- This ending fund balance is after transfers to the Capital Projects Fund of \$18 million
- The full \$18 million will not be transferred to the Capital Projects Fund if the General Fund requires additional resources for urgent needs
- Maintaining this reserve continues to provide financial stability to meet unexpected expenditures and plan for future needs

### Gift Fund, Grant Fund, and Debt Service Fund

- The Gift, Grant, and Debt Service funds ending fund balance budgets are \$736K, \$331K, and \$594K, respectively
- These ending fund balances remain consistent over time because their revenue and expenditure budgets are designed to break even, leaving the ending fund balances unchanged





## FY 2026 Total Fund Balance, Transfers, Revenues and Expenditures

### Capital Projects Fund

Capital Program	FY 2025 Estimated Ending Funding Balance	FY 2026 Transfers from General Fund	FY 2026 Budgeted Revenues	FY 2026 Budgeted Expenditures	FY 2026 Budgeted Ending Funding Balance
Technology Replacements and Upgrades	10,642,197	1,000,000		(4,735,374)	6,906,823
Building Repair and Maintenance	13,376,194			(4,325,000)	9,051,194
Capital Construction	21,186,787	16,500,000	1,500,000	(13,000,000)	26,186,787
Vehicle Purchase and Replacement	1,015,882			(150,000)	865,882
Library Materials	410,157	200,000		(610,157)	-
Furniture Purchase and Replacement	1,001,550			(150,000)	851,550
Financial Services	798,865	300,000		(505,000)	593,865
Community Engagement	1,663,005			(613,050)	1,049,955
<b>Total Capital Projects Fund</b>	<b>50,094,637</b>	<b>18,000,000</b>	<b>1,500,000</b>	<b>(24,088,581)</b>	<b>45,506,056</b>

- The \$18 million General Fund transfer will replenish reserves in critical capital programs
- Budgeted expenditures for the capital construction program does not include potential savings from New Markets Tax Credit funds because of risks to federal funding resources



# Thank you!

# Las Vegas-Clark County Library District

## Final Budget

FY 2025-2026

## **LAS VEGAS–CLARK COUNTY LIBRARY DISTRICT**

### **FISCAL YEAR ENDING JUNE 30, 2026 FINAL BUDGET**

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**FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION**

	ACTUAL PRIOR YEAR ENDING 06/30/24	ESTIMATED CURRENT YEAR ENDING 06/30/25	BUDGET YEAR ENDING 06/30/26
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation	564.59	564.03	580.30
Community Support			
<b>TOTAL GENERAL GOVERNMENT</b>	<b>564.59</b>	<b>564.03</b>	<b>580.30</b>
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
<b>TOTAL</b>	<b>564.59</b>	<b>564.03</b>	<b>580.30</b>
<b>POPULATION (AS OF JULY 1)</b>	<b>1,709,804</b>	<b>1,721,851</b>	<b>1,740,288</b>
Source of Population Estimate*	State of Nevada	State of Nevada	State of Nevada
Assessed Valuation (Secured and Unsecured Only)	97,363,302,487	106,891,977,219	110,803,255,177
Net Proceeds of Mines	10,661,050	8,877,723	8,438,688
<b>TOTAL ASSESSED VALUE</b>	<b>97,373,963,537</b>	<b>106,900,854,942</b>	<b>110,811,693,865</b>
<b>TAX RATE</b>			
General Fund	0.0942	0.0942	0.0942
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds	0.0000	0.0000	0.0000
Enterprise Fund			
Other			
<b>TOTAL TAX RATE</b>	<b>0.0942</b>	<b>0.0942</b>	<b>0.0942</b>

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

Las Vegas-Clark County Library District  
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

Page 1  
Schedule S-2

## PROPERTY TAX RATE AND REVENUE RECONCILIATION

Fiscal Year 2025-2026

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)***
	ALLOWED TAX RATE	ASSESSED VALUATION	ALLOWED AD VALOREM REVENUE [(1) X (2)/100]	TAX RATE LEVIED	TOTAL AD VALOREM REVENUE WITH NO CAP [(2, line A)X(4)/100]	AD VALOREM TAX ABATEMENT [(5) - (7)]	AD VALOREM REVENUE WITH CAP	NET PROCEEDS OF MINERAL REVENUE [(2, line B) X (4)/100]	BUDGETED AD VALOREM REVENUE WITH CAP PLUS REVENUE FROM NPM [(7) +(8)]
OPERATING RATE: A. PROPERTY TAX Subject to Revenue Limitations	0.1512	110,803,255,177	167,534,522	0.0849	94,071,964	25,462,133	68,609,831	XXXXXXXXXXXX	68,609,831
B. PROPERTY TAX Outside Revenue Limitations: Net Proceeds of Mines	0.1512	8,438,688	12,759	0.0849	XXXXXXXXXXXX			7,164	7,164
VOTER APPROVED: C. Voter Approved Overrides									
LEGISLATIVE OVERRIDES D. Accident Indigent (NRS 428.185)									
E. Indigent (NRS 428.285)									
F. Capital Acquisition (NRS 354.59815)									
G. Youth Services Levy (NRS 62B.150, 62B.160)									
H. Legislative Overrides									
I. SCCRT Loss (NRS 354.59813)	0.0093	110,811,693,865	10,270,757	0.0093	10,270,757	2,664,606	7,606,151		7,606,151
J. Other:									
K. Other:									
L. SUBTOTAL LEGISLATIVE OVERRIDES	0.0093	110,811,693,865	10,270,757	0.0093	10,270,757	2,664,606	7,606,151		7,606,151
M. SUBTOTAL A, C, L	0.1605		177,805,279	0.0942	104,342,721	28,126,739	76,215,982	7,164	76,223,146
N. Debt	0.0000	110,811,693,865	-	0.0000	-	-			-
O. TOTAL M AND N	0.1605		177,805,279	0.0942	104,342,721	28,126,739	76,215,982	7,164	76,223,146

Las Vegas-Clark County Library District

SCHEDULE S-3 - PROPERTY TAX RATE  
AND REVENUE RECONCILIATION

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

**ESTIMATED REVENUES AND OTHER RESOURCES**

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

Budget for Fiscal Year Ending June 30, 2026

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

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME	BEGINNING FUND BALANCES	CONSOLIDATED TAX REVENUE	PROPERTY TAX REQUIRED	TAX RATE	OTHER REVENUE	OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN	OPERATING TRANSFERS IN	TOTAL
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
General	26,001,801	31,664,831	76,223,146	0.0942	3,150,000			137,039,778
Gift	735,557				10,000,000			10,735,557
Grant	330,789				20,000,000			20,330,789
Capital Projects Fund	50,094,637				1,500,000		18,000,000	69,594,637
Expendable Trust and Permanent Fund	10,000							10,000
Debt Service*	593,779			0.0000	10,000			603,779
Subtotal Governmental Fund Types, Expendable Trust Funds	77,766,563	31,664,831	76,223,146	0.0942	34,660,000	0	18,000,000	238,314,540
PROPRIETARY FUNDS	NONE							
	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
SUBTOTAL PROPRIETARY FUNDS	XXXXXXXX				XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
TOTAL ALL FUNDS	77,766,563	31,664,831	76,223,146	0.0942	34,660,000	0	18,000,000	238,314,540

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

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Schedule A

**SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES**

Budget for Fiscal Year Ending June 30, 2026

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

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME		SALARIES & WAGES	EMPLOYEE BENEFITS	SERVICES, SUPPLIES AND OTHER CHARGES **	CAPITAL OUTLAY ***	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT	OPERATING TRANSFERS OUT	ENDING FUND BALANCES	TOTAL
	*	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
General		43,780,090	20,847,740	23,521,534	15,800,000		18,000,000	15,090,414	137,039,778
Gift	R	500,000	500,000	6,000,000	3,000,000			735,557	10,735,557
Grant	R	2,000,000	2,000,000	8,000,000	8,000,000			330,789	20,330,789
Capital Projects Fund	C			6,987,550	17,101,031			45,506,056	69,594,637
Expendable Trust and Permanent Fund	T							10,000	10,000
Debt Service****	D			10,000				593,779	603,779
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		46,280,090	23,347,740	44,519,084	43,901,031	0	18,000,000	62,266,595	238,314,540

\*FUND TYPES:

R - Special Revenue

C - Capital Projects

D - Debt Service

T - Expendable Trust

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Schedule A-1

\*\* Include Debt Service Requirements in this column

\*\*\* Capital Outlay must agree with CIP

\*\*\*\*Amounts are the sum of amounts  
shown on Pages 16 and 18 of the budget.





<u>EXPENDITURES</u>	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/24	ESTIMATED CURRENT YEAR ENDING 6/30/25	BUDGET YEAR ENDING 06/30/26 TENTATIVE APPROVED	FINAL APPROVED
<b>Culture and Recreation</b>				
Salaries and Wages	35,151,357	38,132,241	43,624,820	43,780,090
Employee Benefits	15,165,860	17,217,439	20,909,694	20,847,740
Services and Supplies	15,688,610	18,968,638	23,301,534	23,521,534
Capital Outlay	12,966,367	14,432,523	15,800,000	15,800,000
<b>Debt Service***</b>				
Principal	443,669			
Interest	72,845			
Subtotal	79,488,708	88,750,841	103,636,048	103,949,364
OTHER USES				
CONTINGENCY (not to exceed 3% of Total Expenditures)				
Operating Transfers Out (Schedule T)	16,000,000	16,500,000	18,000,000	18,000,000
ENDING FUND BALANCE	28,477,786	26,001,801	15,303,730	15,090,414
TOTAL FUND COMMITMENTS AND FUND BALANCE	123,966,494	131,252,642	136,939,778	137,039,778

Las Vegas-Clark County Library District  
(Local Government)

## SCHEDULE B

## GENERAL FUND

\*\*\*Debt service principal and interest represents the payments made on the lease and subscription software liabilities that were recognized as a result of implementing GASB Statement Nos. 87 and 96 in FY 2022 and FY 2023. See the LVCCLD FY 2022 and FY 2023 ACFR.

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Schedule B-10 & 11

Las Vegas-Clark County Library District  
(Local Government)

## GIFT FUND



REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/24	ESTIMATED CURRENT YEAR ENDING 6/30/25	BUDGET YEAR ENDING 06/30/26  TENTATIVE APPROVED	FINAL APPROVED
Intergovernmental Shared Revenues	2,699,238	20,000,000	20,000,000	20,000,000
Subtotal	2,699,238	20,000,000	20,000,000	20,000,000
OTHER FINANCING SOURCES (specify)				
Operating Transfers In (Schedule T)				
General Fund (Fund 100)				
BEGINNING FUND BALANCE	360,539	330,789	330,789	330,789
Prior Period Adjustments				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	360,539	330,789	330,789	330,789
TOTAL AVAILABLE RESOURCES	3,059,777	20,330,789	20,330,789	20,330,789

Las Vegas-Clark County Library District  
(Local Government)

## SCHEDULE B

GRANT FUND

Regular Board of Trustees Meeting- May 22, 2025 - Item VIII. New Business

	(1)	(2)	(3) BUDGET YEAR ENDING 06/30/26	(4)
<u>EXPENDITURES</u>	ACTUAL PRIOR YEAR ENDING 6/30/24	ESTIMATED CURRENT YEAR ENDING 6/30/25	TENTATIVE APPROVED	FINAL APPROVED
Salaries and Wages	914,540	1,300,000	1,300,000	2,000,000
Employee Benefits	243,188	700,000	700,000	2,000,000
Services and Supplies	1,307,881	10,000,000	10,000,000	8,000,000
Capital Outlay	263,379	8,000,000	8,000,000	8,000,000
Subtotal	2,728,988	20,000,000	20,000,000	20,000,000
OTHER USES				
CONTINGENCY (not to exceed 3% of Total Expenditures)				
ENDING FUND BALANCE	330,789	330,789	330,789	330,789
TOTAL FUND COMMITMENTS AND FUND BALANCE	3,059,777	20,330,789	20,330,789	20,330,789

Las Vegas-Clark County Library District  
(Local Government)

**SCHEDULE B**

GRANT FUND

	(1)	(2)	(3)	(4)
			BUDGET YEAR ENDING 06/30/26	
<b><u>REVENUES</u></b>	ACTUAL PRIOR YEAR ENDING 6/30/24	ESTIMATED CURRENT YEAR ENDING 6/30/25	TENTATIVE APPROVED	FINAL APPROVED
Investment Income	2,164,859	2,061,033	1,500,000	1,500,000
Miscellaneous	85,548	176,827		
Subtotal	2,250,407	2,237,860	1,500,000	1,500,000
OTHER FINANCING SOURCES (specify)				
Operating Transfer In:				
General Fund (Fund 100)	16,000,000	16,500,000	18,000,000	18,000,000
Proceeds from sale of capital assets	1,353,332			
BEGINNING FUND BALANCE	55,961,597	46,774,424	50,094,637	50,094,637
Prior Period Adjustments				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE***	55,961,597	46,774,424	50,094,637	50,094,637
TOTAL AVAILABLE RESOURCES	75,565,336	65,512,284	69,594,637	69,594,637

Las Vegas-Clark County Library District  
(Local Government)

## SCHEDULE B

## CAPITAL PROJECTS FUND

[illegible]

Las Vegas-Clark County Library District  
(Local Government)

## SCHEDULE B

## CAPITAL PROJECTS FUND



REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/24	ESTIMATED CURRENT YEAR ENDING 6/30/25	BUDGET YEAR ENDING 06/30/26	
			TENTATIVE APPROVED	FINAL APPROVED
Interest Earnings	0	0	0	0
Subtotal	0	0	0	0
OTHER FINANCING SOURCES (specify)				
Operating Transfer In:				
BEGINNING FUND BALANCE	10,000	10,000	10,000	10,000
Prior Period Adjustments				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE***	10,000	10,000	10,000	10,000
TOTAL AVAILABLE RESOURCES	10,000	10,000	10,000	10,000

Las Vegas-Clark County Library District  
(Local Government)

## SCHEDULE B

## EXPENDABLE TRUST FUND

\*\*\*Beginning fund balance is comprised of \$0 (Expendable Trust) and \$10,000 (Permanent Fund) per the LVCCLD FY 2024 ACFR.

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Schedule B-12

	(1)	(2)	(3)	(4)
			BUDGET YEAR ENDING 06/30/26	
<b><u>EXPENDITURES</u></b>	ACTUAL PRIOR YEAR ENDING 6/30/24	ESTIMATED CURRENT YEAR ENDING 6/30/25	TENTATIVE APPROVED	FINAL APPROVED
Salaries & Wages	0	0	0	0
Employee Benefits				
Services and Supplies				
Capital Outlay				
Subtotal	0	0	0	0
OTHER USES				
CONTINGENCY (not to exceed 3% of Total Expenditures)				
Operating Transfer out				
ENDING FUND BALANCE***	10,000	10,000	10,000	10,000
TOTAL FUND COMMITMENTS AND FUND BALANCE	10,000	10,000	10,000	10,000

Las Vegas-Clark County Library District  
(Local Government)

## SCHEDULE B

## EXPENDABLE TRUST FUND

\*\*\*Ending fund balance is comprised of \$0 (Expendable Trust) and \$10,000 (Permanent Fund) per the LVCCLD FY 2024 CAFR.

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Schedule B-13

REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/24*	ESTIMATED CURRENT YEAR ENDING 6/30/25	BUDGET YEAR ENDING 06/30/26	
			TENTATIVE APPROVED	FINAL APPROVED
Property Taxes				
Interest		10,000	10,000	10,000
Miscellaneous				
Subtotal	0	10,000	10,000	10,000
OTHER FINANCING SOURCES (specify)				
Transfers In (Schedule T)				
BEGINNING FUND BALANCE	517,887	517,887	517,887	517,887
Prior Period Adjustments				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	517,887	517,887	517,887	517,887
TOTAL AVAILABLE RESOURCES	517,887	527,887	527,887	527,887

Las Vegas-Clark County Library District  
(Local Government)

## SCHEDULE C - DEBT SERVICE FUND

THE ABOVE DEBT IS REPAID BY OPERATING RESOURCES

\*Amounts per the LVCCLD FY 2024 ACFR are the sum of amounts shown on Pages 15 and 17 of the budget.

Page 15  
Schedule C-15

<u>EXPENDITURES &amp; RESERVES</u>	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/24*	ESTIMATED CURRENT YEAR ENDING 6/30/25	BUDGET YEAR ENDING 06/30/26	
			TENTATIVE APPROVED	FINAL APPROVED
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify) Services and Supplies		10,000	10,000	10,000
<b>Subtotal</b>	0	10,000	10,000	10,000
<b>TOTAL RESERVED (MEMO ONLY)</b>	0	10,000	10,000	10,000
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
<b>Subtotal</b>	0	0	0	0
<b>TOTAL RESERVED (MEMO ONLY)</b>	0	0	0	0
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
<b>Subtotal</b>	0	0	0	0
<b>TOTAL RESERVED (MEMO ONLY)</b>	0	0	0	0
<b>ENDING FUND BALANCE</b>	517,887	517,887	517,887	517,887
<b>TOTAL COMMITMENTS AND FUND BALANCE</b>	517,887	527,887	527,887	527,887

Las Vegas-Clark County Library District  
(Local Government)

SCHEDULE C - DEBT SERVICE FUND

THE ABOVE DEBT IS REPAYED BY OPERATING RESOURCES

\*Amounts per the LVCCLD FY 2024 ACFR are the sum of amounts  
shown on Pages 16 and 18 of the budget.

Page 16  
Schedule C-16

REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/24*	ESTIMATED CURRENT YEAR ENDING 6/30/25	BUDGET YEAR ENDING 06/30/26  TENTATIVE APPROVED	FINAL APPROVED
Property Taxes	76			
Intergovernmental Resources				
Interest				
Subtotal	76	0	0	0
OTHER FINANCING SOURCES (specify)				
Transfers In (Schedule T)				
BEGINNING FUND BALANCE	75,816	75,892	75,892	75,892
Prior Period Adjustments				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	75,816	75,892	75,892	75,892
TOTAL AVAILABLE RESOURCES	75,892	75,892	75,892	75,892

Las Vegas-Clark County Library District  
(Local Government)

SCHEDULE C - DEBT SERVICE FUND

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

\*Amounts per the LVCCLD FY 2024 ACFR are the sum of amounts shown on Pages 15 and 17 of the budget.

Page 17  
Schedule C-17

<b>EXPENDITURES &amp; RESERVES</b>	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/24*	ESTIMATED CURRENT YEAR ENDING 6/30/25	BUDGET YEAR ENDING 06/30/26	
			TENTATIVE APPROVED	FINAL APPROVED
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify) Services and Supplies				
<b>Subtotal</b>	0	0	0	0
<b>TOTAL RESERVED (MEMO ONLY)</b>	0	0	0	0
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
<b>Subtotal</b>	0	0	0	0
<b>TOTAL RESERVED (MEMO ONLY)</b>	0	0	0	0
Type:				
Principal				
Interest				
Fiscal Agent Charges				
Reserves – increase or (decrease)				
Other (Specify)				
<b>Subtotal</b>	0	0	0	0
<b>TOTAL RESERVED (MEMO ONLY)</b>	0	0	0	0
<b>ENDING FUND BALANCE</b>	75,892	75,892	75,892	75,892
<b>TOTAL COMMITMENTS AND FUND BALANCE</b>	75,892	75,892	75,892	75,892

Las Vegas-Clark County Library District  
(Local Government)

SCHEDULE C - DEBT SERVICE FUND

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

\*Amounts per the LVCCLD FY 2024 ACFR are the sum of amounts  
shown on Pages 16 and 18 of the budget.

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Schedule C-18

Transfer Schedule for Fiscal Year 2025-2026

	TRANSFERS IN				TRANSFERS OUT		
FUND TYPE	FROM FUND	PAGE	AMOUNT		TO FUND	PAGE	AMOUNT
GENERAL FUND					Capital Projects	11	18,000,000
CAPITAL PROJECTS FUND	General	6	18,000,000				
TOTAL TRANSFERS			18,000,000				18,000,000

Las Vegas-Clark County Library District  
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

Regular Board of Trustees Meeting- May 22, 2025 - Item VIII. New Business

SCHEDULE OF EXISTING CONTRACTS

Budget Year 2025-2026

Local Government: Las Vegas-Clark County Library District

Contact: Floresto Cabias

E-mail Address: [Floresto.Cabias@thelibrarydistrict.org](mailto:Floresto.Cabias@thelibrarydistrict.org)

Daytime Telephone: 702-507-6165

Total Number of Existing Contracts: 70

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2025-2026	Proposed Expenditure FY 2026-2027	Reason or need for contract:
1	Hinton Burdick	7/1/2023	6/30/2025	\$ 62,750	\$ 65,000	Required annual auditing services
2	Unique Management Services	7/1/2023	6/30/2025	140,000	140,000	Collections of fines & fees
3	Unique Integrated Communications	2/1/2021	1/31/2025	180,000	180,000	Call center for collections and other calls; charges based on call volume
4	Allied Universal	3/1/2021	2/28/2026	\$ 2,792,117.28	2,875,880.00	Security guard services (All Urban)
5	Par 3 Landscape	10/1/2023	10/1/2028	\$ 232,713.00	\$ 238,068.47	Landscaping (LA, MV and all Urban)
6	City of Mesquite	7/1/2022	6/30/2025	\$ 10,800.00	\$ 10,800.00	Landscaping (MQ)
7	Best Janitorial	10/1/2020	9/30/2025	\$ 1,943,426.40	\$ 2,040,597.72	Janitorial services (All Urban, LA, MQ, MC, BD, SE, IS, EV)
8	Gruber Power	7/1/2023	6/30/2025	\$ 9,955.00	\$ 10,452.75	Uninterruptible power systems (CC, CH, SM, WM)
9	AAA Air Filter	on-going	N/A	\$ 12,270.15	\$ 14,110.67	Air Filter Changes (CH, RB, SM, WV, WH, WM)
10	ABS	on-going	N/A	\$ 540.00	\$ 540.00	Alarm Monitoring (SU)
11	ABS	on-going	N/A	\$ 780.00	\$ 780.00	Fire Alarm System Tests/Inspections (SU)
12	ACE Fire	on-going	N/A	\$ 754.00	\$ 754.00	Fire Alarm System Tests/Inspections (WC)
13	ACE Fire	on-going	N/A	\$ 540.00	\$ 540.00	Fire Alarm Monitoring (WC)
14	ACE Fire	on-going	N/A	\$ 2,860.00	\$ 2,860.00	Fire Sprinkler System Tests/Inspections (CC, EN, LA, MC, SU, MQL)
15	ACE Fire	on-going	N/A	\$ 3,224.00	\$ 3,224.00	Fire Alarm System Tests/Inspections (RB, SV, SM, WC, WV, LA)
16	Aqua-serv Engineers, Inc	on-going	N/A	\$ 34,364.58	\$ 36,082.81	HVAC Water Treatment (CC, CH, LA, SW, SM, WM)
17	Baron Pest Control	on-going	N/A	\$ 564.00	\$ 564.00	Pest Control (LA)
18	Bombard Electric LLC	on-going	N/A	\$ 2,160.00	\$ 2,268.00	Rooftop Solar PV System (WMSC)
19	Business Enterprise of NV	on-going	N/A	\$ 61,900.00	\$ 61,900.00	Cafe' Management (EV, MQL)
20	Carrier	on-going	N/A	\$ 3,907.20	\$ 3,907.20	Chiller preventative maintenance (SM - 3YR)
21	Carrier	on-going	N/A	\$ 4,592.00	\$ 4,592.00	Chiller preventative maintenance (RB - 3YR)
22	CES	on-going	N/A	\$ 1,875.00	\$ 1,875.00	Alarm Monitoring (CH, WM, ME)
23	CES	on-going	N/A	\$ 3,490.00	\$ 3,490.00	Fire Alarm System Tests/Inspections (WM, CH)
24	CES	on-going	N/A	\$ 1,680.00	\$ 1,680.00	Fire Alarm System Inspections/Test (CC)
25	CES	on-going	N/A	\$ 660.00	\$ 660.00	Fire Alarm System Inspections/Test (EV)
26	Chem-Aqua, Inc	on-going	N/A	\$ 12,327.84	\$ 12,944.23	HVAC Water Treatment (EV, RB)
27	COSCO Fire	on-going	N/A	\$ 803.00	\$ 803.00	Fire Sprinkler System Tests/Inspections (EV)
28	D&R Hydrant	on-going	N/A	\$ 975.00	\$ 975.00	Annual Fire Hydrant Testing (CH, EN, SW, WC, WM)
29	Dataplus	on-going	N/A	\$ 850.00	\$ 850.00	Fire Alarm System Tests/Inspections (WH)
30	EDS	on-going	N/A	\$ 1,320.00	\$ 1,320.00	Fire Alarm System Tests/Inspections (SW)
31	Emcor	on-going	N/A	\$ 6,576.00	\$ 6,576.00	Pre-maintenance Chiller (CC)
32	Emcor	on-going	N/A	\$ 6,576.00	\$ 6,576.00	Pre-maintenance Chiller (SW)
33	Emcor	on-going	N/A	\$ 6,576.00	\$ 6,576.00	Pre-maintenance Chiller (WMSC)
34	Empire	on-going	N/A	\$ 7,560.00	\$ 7,938.00	Generator/Fire Pump Engine (SW, WM, WV)
35	Gen-Tech of Nevada, Inc	on-going	N/A	\$ 4,173.42	\$ 4,382.10	Generator (CC, SM)
36	Gibson Construction	on-going	N/A	\$ 1,170.00	\$ 1,228.50	Roll-up Doors Inspections (CC, SM, WM)
37	Got Bugs	on-going	N/A	\$ 2,400.00	\$ 2,400.00	Pest Control (MQLC)
38	Guaranteed Pest Control	7/1/2023	6/30/2025	\$ 9,780.00	\$ 9,780.00	Bed Bug Inspections (All Urban)
39	High Sierra Elevator Inspections	on-going	N/A	\$ 6,340.00	\$ 6,657.00	Annual CAT Elevator/Chair Test (CC, SM, SW, WM)
40	Johnson Controls Fire Protection	on-going	N/A	\$ 695.42	\$ 730.19	Fire Alarm System Tests/Inspections (EN)
41	Johnson Controls Security Solutions	on-going	N/A	\$ 23,208.86	\$ 24,369.30	Alarm Monitoring (CC, LV, RB, SV, SU, SM, WC, WV)
42	Mark Whipple	on-going	N/A	\$ 480.00	\$ 480.00	Pest Control (MV)
43	Otis Elevator	on-going	N/A	\$ 10,983.54	\$ 11,532.71	Elevator service (WM)
44	Phoenix	on-going	N/A	\$ 3,255.00	\$ 3,255.00	Fire Sprinkler System Tests/Inspections (RB, SM, SV, WC, SW, WV, WH)
45	Phoenix	on-going	N/A	\$ 425.00	\$ 446.25	Annual Fire Pump Flow Test (WV)
46	Progressive Elevator	3/1/2024	N/A	\$ 750.00	\$ 787.50	Annual Elevator Smoke Test (CC)
47	Progressive Elevator	on-going	N/A	\$ 9,540.00	\$ 9,540.00	Elevator service (CC)
48	Progressive Elevator	on-going	N/A	\$ 4,900.00	\$ 5,145.00	Annual CAT Elevator/Wheelchair Lift Test (CC, SM, WM)
49	Pyro	9/12/2023	N/A	\$ 9,665.00	\$ 10,148.25	Pre-Season Boiler Services (CC, CH, EN, EV, LA, RB, SW, SM, WC, WM)
50	Quench	on-going	N/A	\$ 13,578.48	\$ 14,257.40	Filtered Water
51	Reliable Pump & Monitor	on-going	N/A	\$ 3,700.00	\$ 3,885.00	Sump Pump Inspection (CC, SW)
52	Reliance Connects	on-going	N/A	\$ 1,618.20	\$ 1,618.20	Alarm Monitoring (MQL, MQLC)
53	Rentokil	on-going	N/A	\$ 17,706.00	\$ 17,706.00	Pest Control (All Urban Branches)
54	Robertson Recreational Services	on-going	N/A	\$ 5,191.21	\$ -	Exterior Tot Resurfacing (EV, MQ / DUE 2027, every other year)
55	Rocky Mountain Fire Company	on-going	N/A	\$ 1,825.00	\$ 1,916.25	Backflow Inspections (All Urban & LA)
56	Rocky Mountain Fire Company	on-going	N/A	\$ 5,816.00	\$ 6,106.80	Fire Extinguisher Testing (all branches)
57	Royce Industries	2/10/2023	N/A	\$ 450.00	\$ 450.00	Hotsty Pressure Washer (WMSC)
58	Safe & Secure Alarms	on-going	N/A	\$ 648.00	\$ 648.00	Burglar Alarm Monitoring (WC)
59	Schindler Elevator	on-going	N/A	\$ 10,715.64	\$ 11,251.42	Elevator service (SW)
60	Schneider	on-going	N/A	\$ 42,764.00	\$ 44,902.20	HVAC building controls (District-Wide)
61	Sonitrol	on-going	N/A	\$ 15,648.00	\$ 15,648.00	Alarm Monitoring (EN, SW, WH and all outlying exc. MQ)
62	Statewide Fire	on-going	N/A	\$ 1,900.00	\$ 1,900.00	Fire Sprinkler System Tests/Inspections (CH, WM)
63	Teledata	on-going	N/A	\$ 2,056.00	\$ 2,056.00	Fire Alarm Test/Inspections (MQ)
64	Unifirst	on-going	N/A	\$ 9,000.00	\$ 9,000.00	FAC Uniforms
65	United Rentals	1/1/2025	N/A	\$ 5,970.00	\$ 6,268.50	Lift Inspections
66	Vision Sign	on-going	N/A	\$ 660.00	\$ 660.00	Marquee Sign Maintenance (SV)
67	Vision Sign	on-going	N/A	\$ 1,860.00	\$ 1,860.00	Neon Sign Maintenance (SM)
68	Vortex	on-going	N/A	\$ 8,100.00	\$ 8,505.00	Annual Fire Door/Curtain Inspections (CC, SM, SW, WV, WH)
69	Whitney's Water Systems	on-going	N/A	\$ 1,975.00	\$ 2,073.75	Backflow Insps/Certs (MQ, MQLC) & Grease Trap HydroJet lines
70	Won-Door Corp	on-going	N/A	\$ 496.00	\$ 520.80	Annual Elevator Smoke Test (SW)
Total Proposed Expenditures				\$ 5,790,930.22	\$ 5,987,299.97	

Additional Explanations (Reference Line Number and Vendor):



**SCHEDULE OF PRIVATIZATION CONTRACTS**

**Budget Year 2025-2026**

**Local Government:** Las Vegas-Clark County Library District

**Contact:** Floresto Cabis

**E-mail Address:** [Floresto.Cabis@thelibrarydistrict.org](mailto:Floresto.Cabis@thelibrarydistrict.org)

**Daytime Telephone:** 702-507-6165

Total Number of Privatization Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2025-26	Proposed Expenditure FY 2026-27	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1	N/A									
2										
3										
4										
5										
6										
7										
8	Total									