



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, August 17, 2016
4:00 P.M.**

**Sierra View Library
4001 S. Virginia Street
Reno, NV 89502**

PURSUANT TO NRS 241.020, THE AGENDA FOR THE TRUSTEES MEETING HAS BEEN POSTED AT THE FOLLOWING LOCATIONS: WASHOE COUNTY COURTHOUSE, WASHOE COUNTY ADMINISTRATION BUILDING, DOWNTOWN RENO LIBRARY, INCLINE VILLAGE LIBRARY, NORTH VALLEYS LIBRARY, NORTHWEST RENO LIBRARY, SIERRA VIEW LIBRARY, SOUTH VALLEYS LIBRARY, SPANISH SPRINGS LIBRARY AND SPARKS LIBRARY. FURTHER, IN COMPLIANCE WITH NRS 241.010, THIS NOTICE HAS BEEN POSTED ON THE OFFICIAL WEB SITE FOR THE WASHOE COUNTY LIBRARY SYSTEM AT www.washoecountylibrary.us; and <https://notice.nv.gov>.

SUPPORT DOCUMENTATION FOR ITEMS ON THE AGENDA PROVIDED TO THE LIBRARY BOARD OF TRUSTEES IS AVAILABLE TO MEMBERS OF THE PUBLIC AT THE DOWNTOWN RENO LIBRARY ADMINISTRATION OFFICE, 301 SOUTH CENTER STREET, RENO, NEVADA AND MAY BE OBTAINED BY CONTACTING TAMI GASTON AT 327-8343 OR tgaston@washoecounty.us. WE ARE PLEASED TO MAKE REASONABLE ACCOMMODATIONS FOR MEMBERS OF THE PUBLIC WHO ARE DISABLED AND WISH TO ATTEND MEETINGS. IF YOU SHOULD REQUIRE SPECIAL ARRANGEMENTS FOR ANY TRUSTEE MEETING, PLEASE CONTACT OUR OFFICE AT 327-8341 24 HOURS PRIOR TO THE DATE OF THE MEETING.

THE LIBRARY BOARD CAN DELIBERATE OR TAKE ACTION ONLY IF A MATTER HAS BEEN LISTED ON AN AGENDA PROPERLY POSTED PRIOR TO THE MEETING. DURING THE PUBLIC COMMENT PERIOD, SPEAKERS MAY ADDRESS MATTERS LISTED OR NOT LISTED ON THE PUBLISHED AGENDA. THE OPEN MEETING LAW DOES NOT EXPRESSLY PROHIBIT RESPONSES TO PUBLIC COMMENTS BY THE BOARD. HOWEVER, RESPONSES FROM TRUSTEES TO UNLISTED PUBLIC COMMENT TOPICS COULD BECOME DELIBERATION ON A MATTER WITHOUT NOTICE TO THE PUBLIC. ON THE ADVICE OF LEGAL COUNSEL AND TO ENSURE THE PUBLIC HAS NOTICE OF ALL MATTERS THE TRUSTEES WILL CONSIDER, TRUSTEES MAY CHOOSE NOT TO RESPOND TO PUBLIC COMMENTS, EXCEPT TO CORRECT FACTUAL INACCURACIES, ASK FOR LIBRARY STAFF ACTION OR TO ASK THAT A MATTER BE LISTED ON A FUTURE AGENDA. THE BOARD MAY DO THIS EITHER DURING THE PUBLIC COMMENT ITEM OR DURING THE FOLLOWING ITEM: "BOARD COMMENT – LIMITED TO ANNOUNCEMENTS, STRATEGIC PLAN ACTIVITY UPDATES OR ISSUES PROPOSED FOR FUTURE AGENDAS AND/OR WORKSHOPS."

THE BOARD OF LIBRARY TRUSTEES CONDUCTS THE BUSINESS OF THE WASHOE COUNTY LIBRARY SYSTEM DURING ITS MEETINGS. THE PRESIDING OFFICER MAY ORDER THE REMOVAL OF ANY PERSON WHOSE STATEMENT OR OTHER CONDUCT DISRUPTS THE ORDERLY, EFFICIENT OR SAFE CONDUCT OF THE MEETING. WARNINGS AGAINST DISRUPTIVE COMMENTS OR BEHAVIOR MAY OR MAY NOT BE GIVEN PRIOR TO REMOVAL. THE VIEWPOINT OF A SPEAKER WILL NOT BE RESTRICTED, BUT REASONABLE RESTRICTIONS MAY BE IMPOSED UPON THE TIME, PLACE AND MANNER OF SPEECH. IRRELEVANT AND UNDULY REPETITIOUS STATEMENTS AND PERSONAL ATTACKS WHICH ANTAGONIZE OR INCITE OTHERS ARE EXAMPLES OF SPEECH THAT MAY BE REASONABLY LIMITED.

THE LIBRARY BOARD OF TRUSTEES MAY TAKE AGENDA ITEMS OUT OF ORDER, CONSIDER TWO OR MORE ITEMS IN COMBINATION, REMOVE ONE OR MORE ITEMS FROM THE AGENDA OR DELAY DISCUSSION ON AN ITEM.

Administration
301 South Center Street
P.O. Box 2151, Reno, Nevada 89505
(775) 327-8341
www.washoecountylibrary.us

The Board of Trustees may take action only on the items below that are preceded by the words "For Possible Action." The Board will not take action on any other items.

- 1) Roll Call
- 2) Public Comment and Discussion Thereon – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 3) Approval of Meeting Minutes
 - a. *For Possible Action:* Approval of Minutes from the Library Board Meeting of July 20, 2016
- 4) Old Business
None
- 5) New Business
None
- 6) Reports
 - a. Library Director's Presentation to Include System Programs and Activities, and Friends Report
 - b. Sierra View Programs, Activities and Operations
 - c. Financial Statements to Include the Monthly Expenditure Comparison and Gift Fund Balances
 - d. Monthly Library Usage
- 7) Public Comment and Discussion Thereon – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 8) Board Comment – Limited to Announcements, Strategic Plan Activity Updates or Issues Proposed for Future Agendas and/or workshops
- 9) Adjournment

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, JULY 20, 2016**

The Board met in regular session at the South Valleys Library, 15650A Wedge Parkway, Reno, Nevada.

Chair Stoess called the meeting to order at 4:02 p.m.

1) ROLL CALL

Board Members Present: Wendy Alderman, Zanny Marsh, Jean Stoess, Derek Wilson

County Staff Present: Assistant District Attorney Dania Reid

Public Present: Darryl Feemster

2) PUBLIC COMMENT

Julie Machado, Spanish Springs Managing Librarian, introduced Aurora Partridge, Spanish Springs Library Assistant III, to the Board.

Darryl Feemster, City of Reno Youth and Senior Services Manager, thanked the Board and WCLS for the partnership in hosting summer programming held at the Duncan Traner Library.

3) APPROVAL OF MEETING MINUTES

a) APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF JUNE 15, 2016

On motion by Trustee Alderman, seconded by Trustee Marsh, which motion duly carried, the Board approved the meeting minutes from the Library Board of Trustee Meeting of June 15, 2016. Trustee Stoess abstained due to her recent appointment as a Trustee. All in favor, none opposed.

4) OLD BUSINESS

a) APPOINTMENT/REAPPOINTMENT OF BOARD LIAISONS AND COMMITTEES

Director Scott informed the Board that he would like to retain only the Friends of Washoe County Library and the Partnership Library Advisory Committee liaisons noting both have recently held meetings that were attended by the FY15/16 assigned Trustees.

Trustee Marsh stated she was interested in re-appointment as the Friends of Washoe County Library liaison.

Chair Wilson re-appointed Trustee Marsh to the Friends of Washoe County Library liaison.

On motion by Chair Wilson, seconded by Trustee Alderman, the Board approved the re-appointment of Trustee Marsh as the Friends of Washoe County Library.

Chair Wilson re-appointed Trustee Sattler as the Partnership Library Advisory Committee liaison.

On motion by Trustee Alderman, seconded by Trustee Stoess, the Board approved the re-appointment of Trustee Sattler as the Partnership Library Advisory Committee liaison.

All in favor, none opposed.

5) NEW BUSINESS

a) APPROVAL OF REVISED PUBLIC HOURS AT THE DUNCAN TRANER LIBRARY EFFECTIVE AUGUST 8, 2016

Director Scott summarized the request to add public hours for the Duncan Traner Library when the summer programming ended. As noted in the staff report provided, WCLS determined that additional public hours could be added on Wednesdays from 3-5:30 pm providing public access to the community three days each week.

Trustee Marsh thanked the Library for accommodating the stakeholders desire to add public hours to the Duncan Traner Library without straining the public hours at the Sierra View Library.

On motion by Trustee Stoess, second by Alderman, the Board approved revision of the public hours at the Duncan Traner Library to provide public access Tuesdays through Thursdays from 3-5:30 pm, effective August 8, 2016. All in favor, none opposed.

b) ANNUAL REVIEW OF AND POSSIBLE DIRECTION TO STAFF REGARDING WCLS POLICIES

The Library Board reviewed the information submitted in the packet. The Trustees were provided with the updated Suspension Policy which was approved by the Board during the May 18, 2016 Library Board of Trustee meeting.

Director Scott reminded the Trustees that all policies are reviewed annually by the Policy Review Team and are agendized for Board approval if changes are made.

Legal Counsel Dania Reid clarified that this item is not an action item, rather a requirement by the current Library Board of Trustees Bylaws stating that policies will be reviewed annually. She stated that the Board had the authority to change the Bylaws if so desired.

Board discussion included general agreement about the benefit of reviewing the packet on an annual basis.

c) REVIEW AND POSSIBLE REVISION OF BYLAWS OF THE LIBRARY BOARD OF TRUSTEES

On motion by Trustee Marsh, seconded by Trustee Alderman, the Board approved the Library Board of Trustee Bylaws as written for fiscal year 2016/17. All in favor, none opposed.

d) ACKNOWLEDGEMENT OF DONATIONS RECEIVED BETWEEN APRIL 1 AND JUNE 30, 2016

Jennifer Oliver, Development Officer and PIO, noted that this report is provided quarterly to reflect monetary and in-kind donations to WCLS. From April 1-June 30, 2016, cash donations and grants totaled \$212,458.58 plus in-kind donations.

Upon questioning by the Board, Ms. Oliver stated that about 60% of the donations are new with 40% being donated annually through programs like the periodical drive, Sierra View Lease donation and LSTA grant funding.

Director Scott informed the Board that Ms. Oliver is leaving the Washoe County Library System and moving to the Washoe County Manager's Office. Andrea Tavener from the

Manager's Office will be returning to the Washoe County Library. He thanked her for her service.

Upon questioning by the Board, Director Scott stated that a meeting has been planned for Administration to meet with both Ms. Oliver and Ms. Tavener to discuss duties and tasks.

Director Scott informed the Board that a new lease has been negotiated for the Sierra View Library and Friends space in Old Town Mall through 2020.

Legal Counsel Dania Reid clarified addenda items 5d and 5e do not need to be agendized as action items as WCLS is providing the information to the Board for acknowledgement.

On motion by Trustee Marsh, seconded by Trustee Alderman, the Board acknowledged the receipt of the Quarterly Donation Report. All in favor, none opposed.

e) ACKNOWLEDGEMENT OF DIRECTOR-APPROVED GIFT FUND PURCHASES BETWEEN JANUARY 1 AND JUNE 30, 2016

Director Scott noted that this report includes donations from Washoe County Board of County Commissioners Lucey, Jung and Birkbigler from their respective district funds. One of those donations totals \$10,000 for Duncan Traner Library improvements.

On motion by Trustee Alderman, seconded by Trustee Stoess, the Board accepted the report as presented. All in favor, none opposed.

6) REPORTS

a) LIBRARY DIRECTOR'S PRESENTATION TO INCLUDE SYSTEM PROGRAMS AND ACTIVITIES, AND FRIENDS REPORT

Director Scott provided a PowerPoint presentation, updating the Board on Library System activities, programs, outreach and operations for the month of May 2016.

County Commissioner arrived at 4:45 pm.

b) SOUTH VALLEYS PROGRAMS, ACTIVITIES AND OPERATIONS

The Library Board reviewed the information submitted in the packet.

Julie Ullman, South Valleys Managing Librarian, presented and overview of FY 15/16 to the Board.

Commissioner Lucey expressed excitement of the different locations for the Library Board of Trustee meetings. He noted that the South Valleys Library is his particular library and commended the staff on the space use and the programs and outreach that is provided.

Trustee Wilson thanked Ms. Ullman on the report and commented on the information provided, stating that the numbers provided is proof that more open hours bring more patrons to the library.

c) FINANCIAL STATEMENTS TO INCLUDE THE MONTHLY EXPENDITURE COMPARISON AND GIFT FUND BALANCES

The Library Board reviewed the information submitted in the packet.

Upon questioning by the Board, Director Scott clarified that at the end of the fiscal year, unused Library budget funds are returned the County and not carried over to the next fiscal year. He stated that some changes were made this fiscal year to ensure historically unused funds were moved to budget areas where funds would be spent that benefit the Library System.

d) MONTHLY LIBRARY USAGE

The Library Board reviewed the information submitted in the packet.

7) PUBLIC COMMENT

John Crockett, Sierra View and Partnerships Managing Librarian, briefly covered the following for each of the Partnership Libraries:

- Duncan Traner Library has been undergoing weeding and maintenance of the collection.
- Verdi and Duncan Traner Libraries were both participants in the Summer Reading Programs this year.
- Senior Center Library has participated in more programs, such as the movie matinees, with recognition to Sarah Jaeck, Sierra View Librarian II, who has been the moving force working with Senior Services.

Mr. Crockett updated the Board on the HVAC status of the Sierra View Library, which has been experiencing maintenance issues since April 2016 that have not been resolved by the landlord. Most recently, the building thermostat in the Youth Services area continues to read the temperature at 72 degrees consistently. In reality, the temperatures have risen to 76-77 degrees throughout the day according to the thermostat purchased by staff to more accurately record the temperatures.

8) BOARD COMMENT

Commission Lucey welcomed Trustee Jean Stoess to the Library Board of Trustees.

Trustee Stoess thanked the Board and staff for the final meeting and send off last month for her husband, Al Stoess.

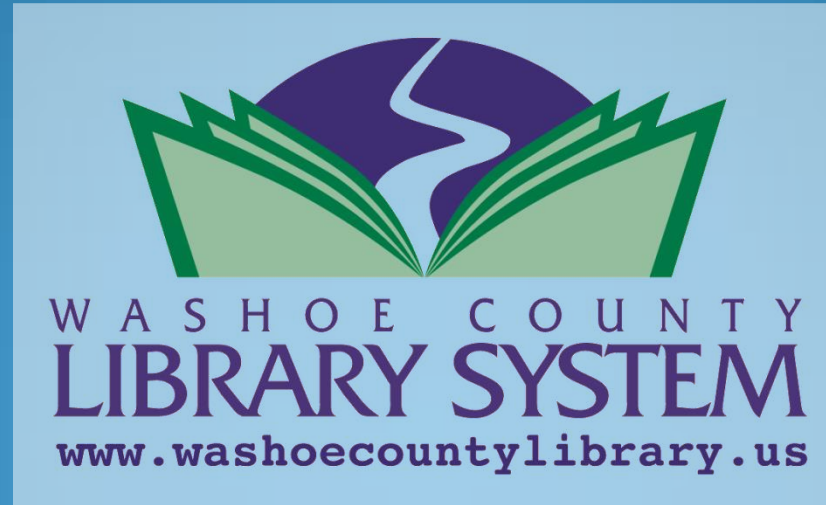
Trustee Wilson requested Duncan Traner Library update at a future meeting regarding provided programming and programming that may be needed.

- Director Scott agreed with Trustee Wilson and stated the Library may provide such information for all partnership libraries.

Director Scott reminded the Board that the next Library Board of Trustee Meeting is scheduled to be held at the Sierra View Library and offered hope that the maintenance issues could be resolved by the date of the next meeting.

9) ADJOURNMENT

Chair Wilson adjourned the meeting at 5:01 p.m.



Washoe County Library System

Monthly Report

July 2016

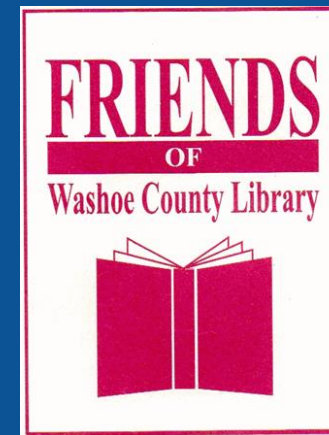
Connect

Gather

Explore

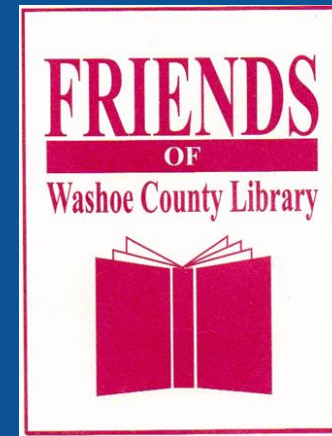
Friends of Washoe County Library

- Friends of Washoe County Library met August 3
- Membership continues to increase, 715 supporters
- July Book Sale brought in \$17,093.75
- Participating artists displayed their talents and donated over \$4,713 to our Friends during the 15th annual Art in the Garden Artown event.
- Next meeting: Wednesday, September 7, 4:30pm @ the North Valleys Library.



Friends of Washoe County Library

- **September Book Sale @ Reno Town Mall, September 10-18, 2016**
- **Hours: 10a.m. to 5p.m. including week days**
- **Saturday, September 17 is half price day and Sunday, September 18 is \$5 bag day**
- **Members only: September 9 from 3p.m. to 6p.m. (You can join at the door)**
- **Featured this Sale: “Undressed Volumes (no jacket covers) and Shady Characters”.**



Programs

System-wide/SRP

- **Great Basin Herpetological: June 11-August 6: FWCL funded**
 - 8 programs, 427 in attendance
- **NV Bugs and Butterflies: June 21-August 23: FWCL funded**
 - One more in August, but to date, most successful by far with 701 folks attending 9 of the 10 programs!
- **Family Yoga Story Time: July 7-July 30: FREE, Cooperative**
 - 5 programs, 47 total attendance
- **Hubble Skateboards Presents Boards and Books: July 9-31: FREE, Cooperative**
 - 9 programs, 107



Programs

System-wide/SRP

- On your Mark, Get Set...Go Pack with Wolf Pack Athletics: July 9-August 10: FWCL funded
- Up, Up and Away with Mad Science: July 12-July 17: FWCL funded
 - 8 programs, 301 in attendance
- Phenomenal Fitness Feats with Wild Things Inc.: July 28-August 3: FWCL funded
 - 9 programs, 633 in attendance



Programs

Branches

- **Incline Village**
 - Red, White & Tahoe Blue Kids bike parade decorating
 - Red, White & Tahoe Blue Community Fair Outreach
- **South Valleys**
 - Northern Nevada Literacy Council



Washoe County Library in the News

- KUNR: John Crockett/Morgan Tiar Startup School
- KUNR: 1000 Cranes Made From Combat Paper (NW Library)
- NLA newsletter KOIOS



- 1RGJ: Debi Stears/Joan Dalusung/Jennifer O Collection Development/Book Weeding
- KOLO: Jeff Scott Java Lounge at SS
- KTVN: FWCL Book Sale

Outreach

- 39 North (Sparks)
- Mini MakerFaire (Reno)
- Northern NV Pride event, Saturday, July 23, <https://www.northernnevadapride.org> RN and NV took the lead
- Open Streets Sunday, July 31 and will also be at the Saturday, August 20



Ongoing Issues

- Lighting at Northwest Reno
- Sierra View Bathrooms
- Downtown Reno Landscaping



Upcoming

- John A and Beate represented WCLS at the August 3rd WCSD Professional Development Day
- North Valleys Facility Remodel planning
- 30 Million Word Display is migrating its way off the mountain from summering @ Incline to spending September at the Sparks Library.



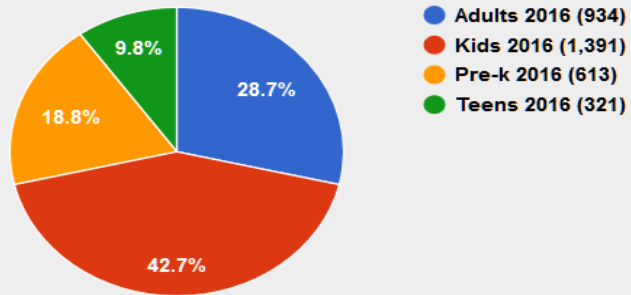
- Beginning in September...
- Read 1,000 Books Before Kindergarten.
 - Sharing just one book a night gives your child the building blocks for lifelong success!
 - Visit your library to get started.

Upcoming

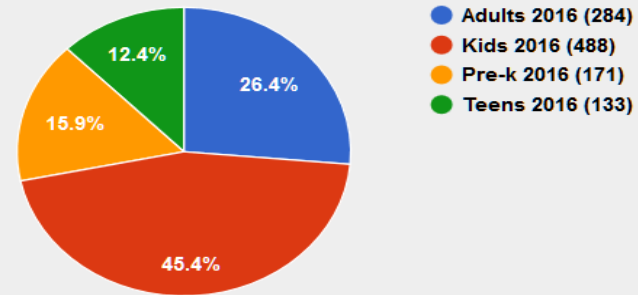
- **2016-2017 UNR PAS**
www.unr.edu/pas @ WCLS:
 - **Tuesday, September 13-**
Thursday, September 15, 2016
 - **R. Carlos Nakai**
[http://www.rcarlosnakai.com/\[rcarlosnakai.com\]](http://www.rcarlosnakai.com/[rcarlosnakai.com])
 - **Tuesday, September 13, 5:30pm**
@ Spanish Springs Library
- **2016 Fall Family Estate Planning Workshop Series**
Fall 2016:
 - **Wednesdays, September 21-Nov 2, 2016 10:30-**
noon, and 1-2:30 p.m.
 - **Workshops take place over seven weeks.**
Attend any of the workshops. Underwritten by
KNPB Channel 5 and the Community
Foundation of Western Nevada, along with a
number of other community sponsors. Family
Estate Planning Workshops at Sierra View
Library
- **IV**
 - **Tahoe Talks (2nd Tuesdays monthly, will**
resume in September with medical marijuana)

Summer Reading Program

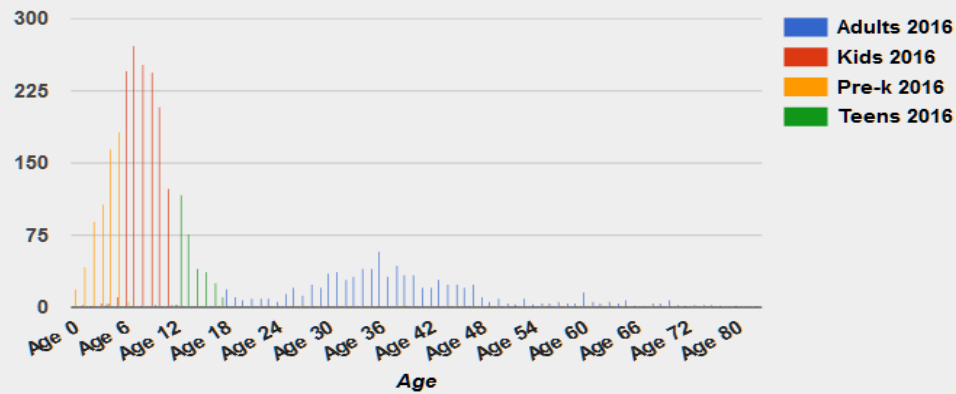
Registrant Count by Program (Total: 3,259)



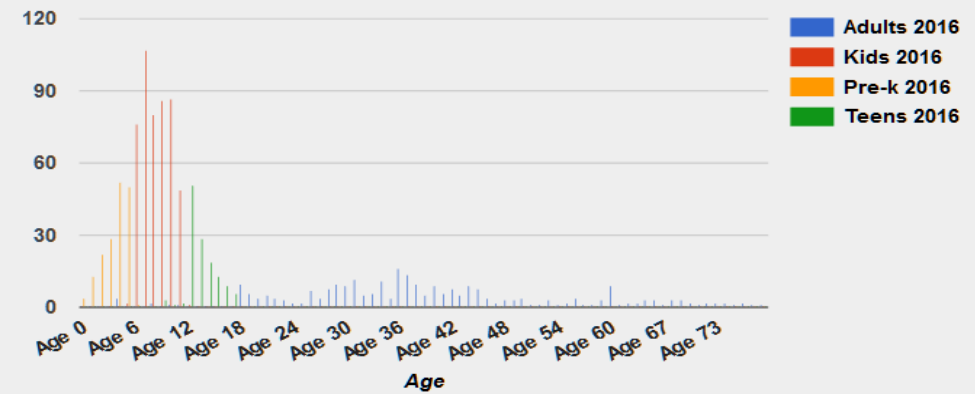
Program Finisher Count by Program (Total: 1,076)



Program Registrants by Age



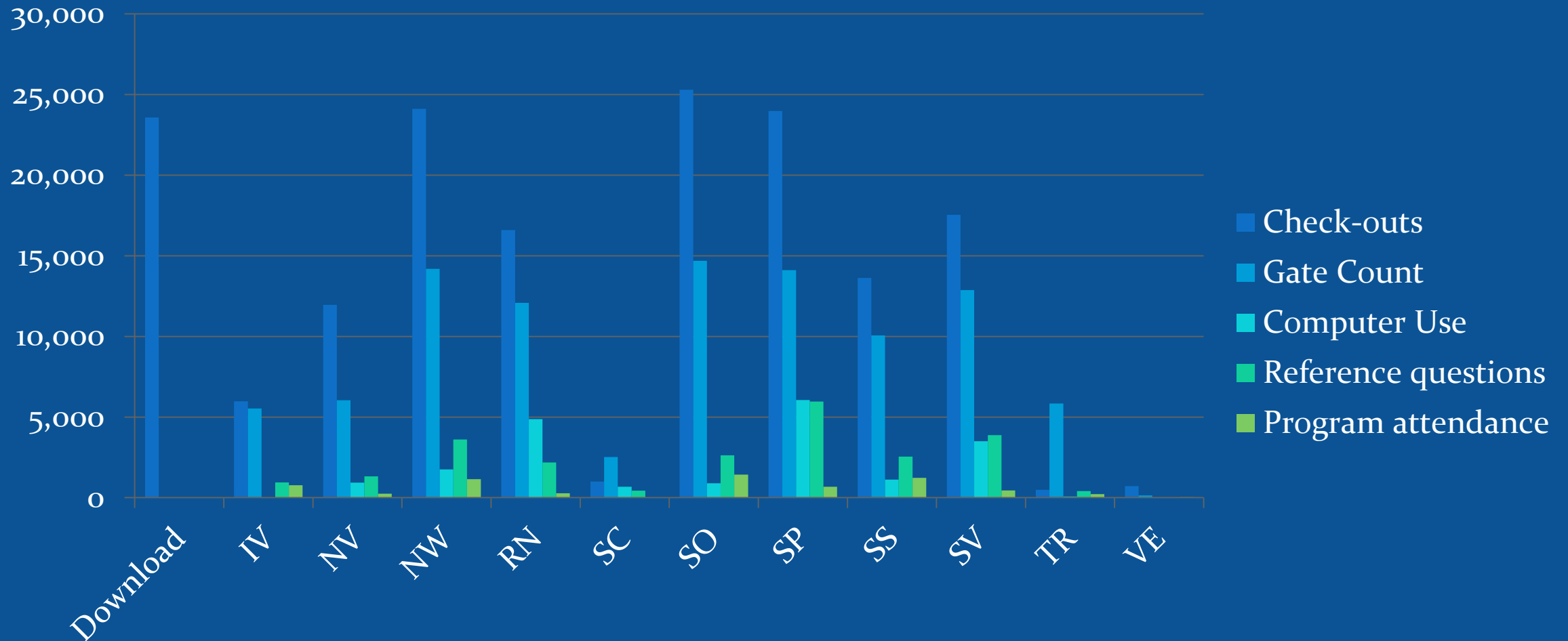
Program Finishers by Age



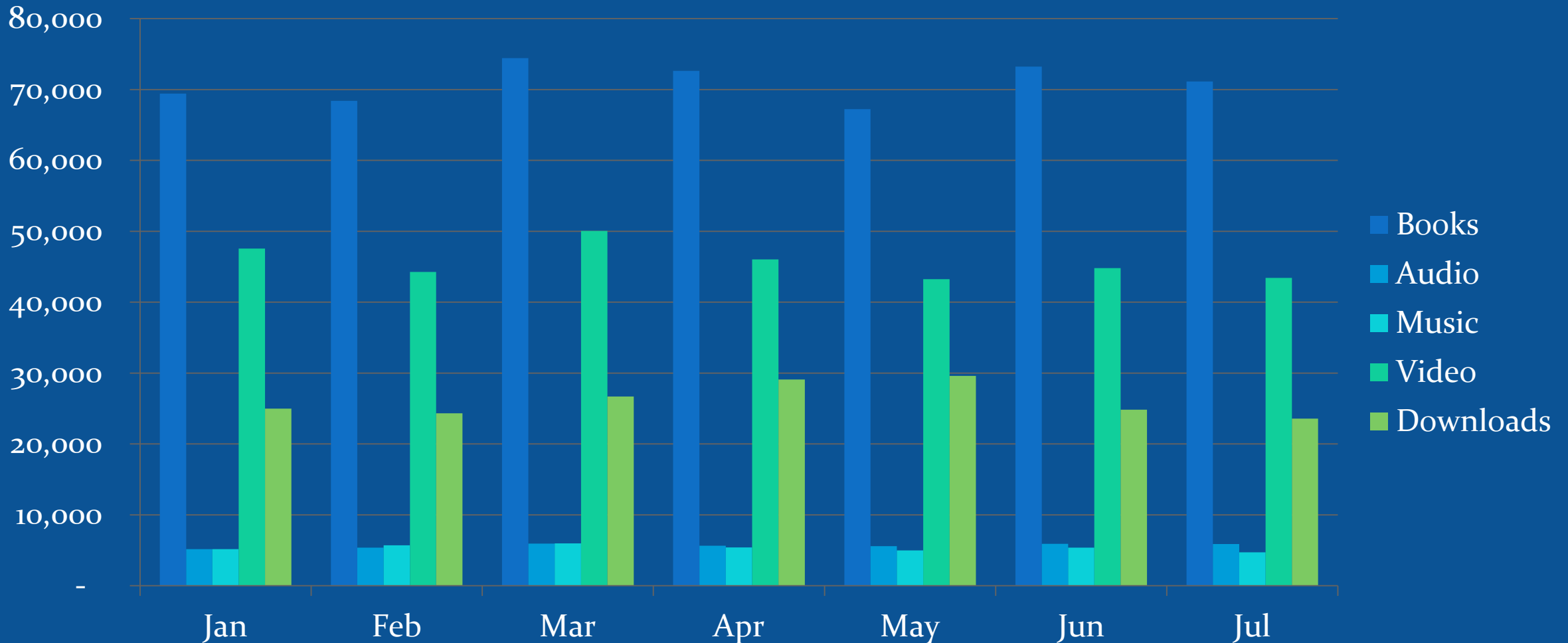
Statistics

- **New Statistical Sheet**
- **Monthly recording of Reference Statistics**
- **Infographic forthcoming**
- **Planning Annual report**
- **Examining Trends**
 - **Physical Versus Digital**
 - **“Peak” DVD**
 - **Digital Downloads**
 - **Physical Books**
 - **Hours Open Biggest Impact**

Statistics-July 2016



Statistics by Item Type



Spotlight on Sierra View

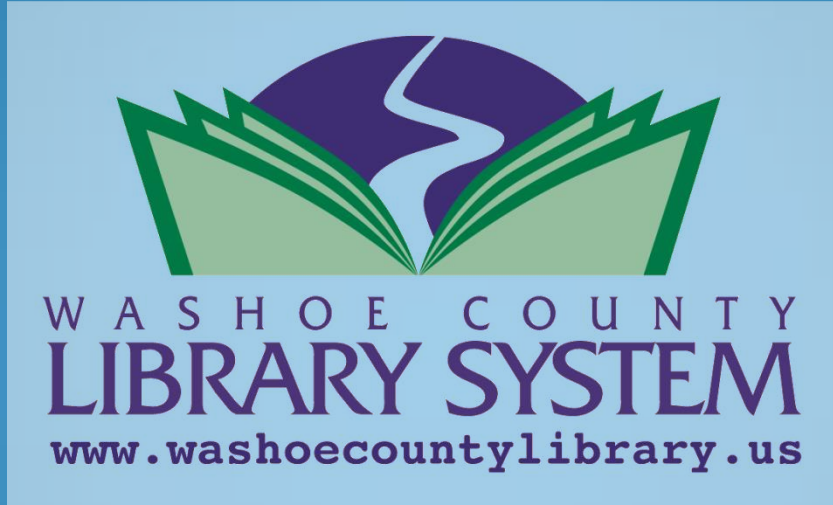
- Sierra View closed at noon from Tuesday, July 26 through Saturday, July 30.
- Four HVAC Compressors Replaced
- Mall Entrances Closed at Burlington Coat Factor and Food Source
- Bonnie at Reno Open Streets on 7/30
- John served as Maker Relations Chair for 3rd Annual Reno Mini Maker Faire held on July 9



Spotlight on Partnerships

- Coding for Beginners Camp at Duncan hosted by Jason/SV and Colin/NW in Duncan multipurpose room daily from 7/25 through 7/29.
- Park Pals program continues at Duncan Traner Community Library





Thank you!

Connect

Gather

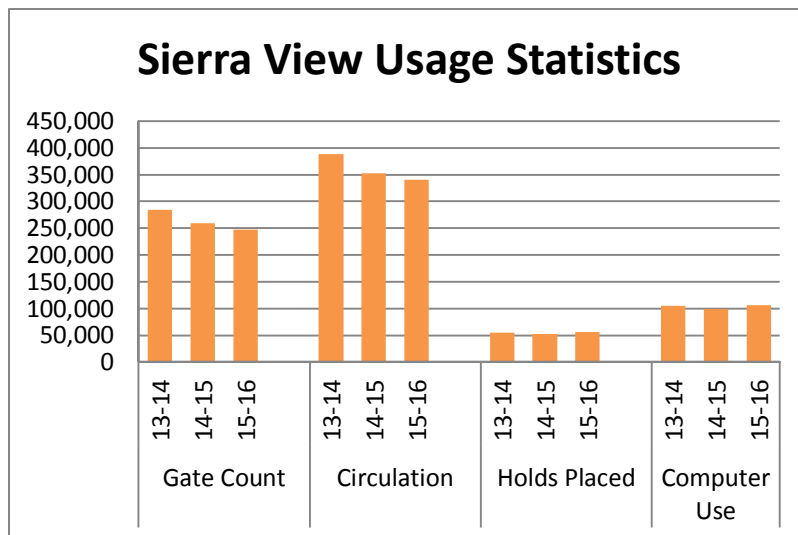
Explore



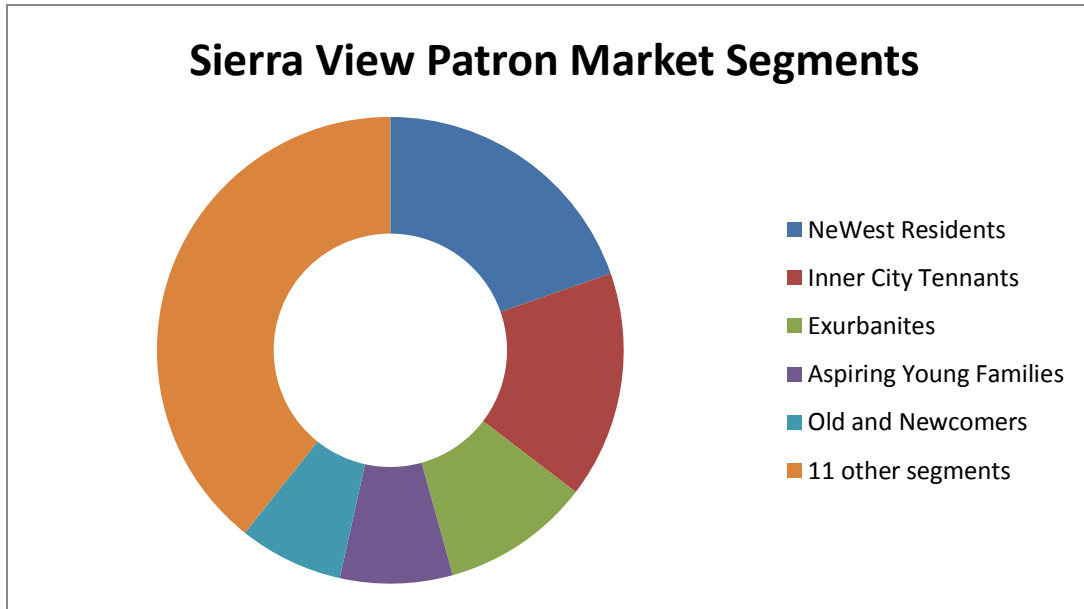
Sierra View Library Branch Report To the Library Board of Trustees, August, 2016

Branch or department highlights, accomplishments, significant changes:

- In January expanded public hours from to include a 6 day per week schedule. During the first six months of expanded hours Sierra View’s gate count, circulation, and new registrations remained static while holds placed and computer increased.



- According to CommunityConnect data, Sierra View’s largest market segment continues to be NeWest which represents young Latino families. We have targeted this segment through outreach (Dia de Los Muertes, Cinco), programming (Bilingual Storytime, Dia de los Ninos Storytime), and training (three staff completed Bilingual Storytime at Your Biblioteca). This market segment had the largest increase of new patrons over the last calendar year with 460 new registrants. Next steps include print advertising in a Spanish-language newspaper, continued outreach, and a mail marketing campaign to businesses and residents in the area directly surrounding Sierra View.



- Over the past fiscal year Sierra View has continued to expand programs and services intended to engage patrons, focus on early literacy, and meet specific community needs.

- Idea Box interactive display implementation
- Toddler Time with interactive play time using Lucey donation for STEM materials (parachutes, tunnels, tents, magnetic manipulatives) began in April, 2016.
- Manufacturing Technician 1 Certification Program
 - Promotion through various media outlets
 - Held January through May with 8 students, 5 earned their certification
 - 3 site visits to local manufacturers Veka West Inc., Jensen MetalTech, and EE Technologies
- Weekly STEM programming including Minecraft, LEGO Night, Family Game Night, and STEAM Wednesdays
- Meeting Room use greatly increased (up over 2000% from previous fiscal year). Host site for Huffaker Elementary Homework Club



- Bailey Charter School relationship
 - Visits by all classes, K through 6th grade, in September, 2015 (280 students) and May, 2016 (305 students); returning in August/September 2016
 - Parents Night at SV on 9/4/15
 - Brent at Bailey for Family Reading Night on 4/8/16
 - James at Bailey for Parents Breakfast on 5/6/16



Staffing/volunteers/support :

- Over the past fiscal year we have welcomed new staff including Library Assistant IIs John Collins, Jason Deadmond, Melissa Currie, Laurie Newman, Amanda Sargent, and Jennifer Cole; Library Aides Leslie Mondragon and Rose Molina; and Library Assistant III Stephanie Church.

Facility-related projects completed or in progress (e.g. remodels, new layouts, reorganization of furnishings) and newly identified challenges to be addressed.

- During a week of very high outdoor temperatures Sierra View closed at noon from 7/28 through August 1 due to inadequate air conditioning. This specific problem began in April and continued through this period. The mall owner and management responded by replacing two complete rooftop air conditioning units and multiple compressors.
- Washoe County Community Services Department will use \$60,000 to refurbish a defunct bathroom inside Sierra View to be used as a staff bathroom and to include new plumbing, fixtures, and ventilation
- The children's Spanish-language collection will move to a more prominent location next to the main Spanish-language collection with the aim of increasing visibility and circulation
- Installing art gallery in periodicals area
- Using Managing Facilities for Results framework for refurbishing project Fall, 2016 through Spring 2017 to
 - Improve overhead signage
 - Optimize underused areas
 - Transition to automated check in/RFID
 - Improve meeting room

Partnership Libraries Update - What Works, What Doesn't

Recent background

Partnership Libraries are currently staffed by Sierra View and Technical Services. In August of 2015, the Library Board received proposals to reduce hours and/or withdraw from Duncan Traner and Verdi Partnerships which was met with vocal community opposition. In the fall of 2015, library administration sought to support the Washoe County strategic goal of engaging the senior population which resulted in the Senior Center Library remodel in November, 2015 and expanded public hours in January, 2016.

Duncan Traner Community Library

What works?

- The efforts and support of the Friends of Duncan Committee
- The opportunity to host the Park Pals program this summer
- Commissioner Berkgigler's funding donation which will result in high-speed broadband internet service and improved furnishings to foster a collaborative learning environment
- Reintroduction of programs



What doesn't?

- Limited hours

Verdi Community Library and Nature Center

What works?

- Automated holds pick up locker
- Reintroduction of programs

What doesn't?

- Limited hours
- While wireless internet service was recently introduced using a mobile hotspot, it is a stop-gap measure and acquiring broadband internet service is cost-prohibitive



Senior Center Library

What works?

- Lucky Day and streamlined collection resulted in increased circulation
- Number of public computers more than doubled resulting in increased computer usage
- Basic computer classes and movie matinee programs engaging seniors

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

GENERAL FUND

FY 2016 / 2017

9-Aug-16

	<u>CURRENT YEAR</u>			<u>PRIOR YEAR</u>				
<u>TITLE</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>
SALARIES/WAGES	\$ 5,450,444	\$ 436,488	\$ 5,013,956	8%	\$ 5,467,684	\$ 441,133	\$ 5,026,551	8%
EMPLOYEE BENEFITS	\$ 3,003,191	\$ 172,202	\$ 2,830,989	6%	\$ 2,296,996	\$ 188,499	\$ 2,108,497	8%
SERVICES & SUPPLIES	\$ 858,591	\$ 84,341	\$ 774,250	10%	\$ 452,787	\$ 84,622	\$ 368,165	19%
CAPITAL OUTLAY								
TOTAL:	\$ 9,312,226	\$ 693,031	\$ 8,619,195	7%	\$ 8,217,467	\$ 714,254	\$ 7,503,213	9%

ITEM 6c

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

WC-1 / EXPANSION FUND

F/Y 2016 / 2017

9-Aug-16

CURRENT YEAR

PRIOR YEAR

<u>TITLE</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>
SALARIES/WAGES	\$ 868,989	\$ 66,163	\$ 802,826	8%	\$ 1,164,278	\$ 59,720	\$ 1,104,558	5%
EMPLOYEE BENEFITS	\$ 450,274	\$ 22,900	\$ 427,374	5%	\$ 495,296	\$ 24,042	\$ 471,254	5%
SERVICES & SUPPLIES	\$ 1,103,828	\$ 197,610	\$ 906,218	18%	\$ 1,002,423	\$ 56,135	\$ 946,288	6%
CAPITAL OUTLAY			\$ -					
TOTAL:	\$ 2,423,091	\$ 286,673	\$ 2,136,418	12%	\$ 2,661,997	\$ 139,897	\$ 2,522,100	5%

ITEM 6c

Washoe County Library System

Monthly Statistics Report for Fiscal Year 2016 - 2017

For The Month Of: JULY



BRANCH ACTIVITY	Checkouts		Reference		Patron Computer Use		Library Visits		Miscellaneous											
	# checkouts	YTD	Count	YTD	# signups	YTD	# visits	YTD	Digital Visits	YTD	Database Usage	YTD	Social Media Adult	YTD	Read & Share					
Digital Branch	23,572	23,572	404	404	67	67	5,845	5,845	199,582	199,582	8,885	8,885	47,459	47,459	0					
Duncan/Traner	26	26					0	0							0					
Gerlach	91	91																		
Incline	5,978	5,978	947	947	0	0	5,533	5,533							0					
North Valleys	11,963	11,963	1,319	1,319	929	929	6,040	6,040							540					
Northwest	24,114	24,114	3,610	3,610	1,749	1,749	14,197	14,197							825					
Reno	16,595	16,595	2,179	2,179	4,874	4,874	12,083	12,083							136					
Senior Center	1,003	1,003	439	439	684	684	2,522	2,522							0					
Sierra View	17,541	17,541	3,873	3,873	3,498	3,498	12,870	12,870							326					
South Valleys	25,301	25,301	2,626	2,626	898	898	14,685	14,685							1,127					
Spanish Springs	13,627	13,627	2,549	2,549	1,118	1,118	9,760	9,760							0					
Sparks	23,984	23,984	5,957	5,957	6,053	6,053	14,108	14,108							2,026					
Verdi	477	477	7	7	3	3	138	138							0					
Total:	164,272	164,272	23,910	23,910	19,873	19,873	97,781	97,781	199,582	199,582	8,885	8,885	47,459	47,459	4,980					
PROGRAMS/ OUTREACH	# of Programs		Program Attendance		# of Outreach		Outreach Attendance		Adult		Youth									
	# adult	YTD	# youth	YTD	# adult	YTD	# youth	YTD	# adult	YTD	# adult	YTD								
Digital Branch	0	0	7	7	0	0	219	219	0	0	0	0	0	0	0					
Duncan/Traner																				
Gerlach																				
Incline	5	5	11	11	380	380	389	389	2	2	275	275	0	0	0					
North Valleys	3	3	12	12	25	25	216	216	0	0	0	0	0	0	0					
Northwest	12	12	27	27	177	177	965	965	0	0	0	0	0	0	0					
Reno	7	7	11	11	14	14	256	256	0	0	0	0	0	0	0					
Senior Center	10	10	0	0	73	73	0	0	0	0	0	0	0	0	0					
Sierra View	2	2	28	28	4	4	441	441	0	0	1	1	0	0	16					
South Valleys	20	20	29	29	379	379	1,055	1,055	1	1	53	53	53	53	53					
Spanish Springs	10	10	51	51	134	134	1,100	1,100	1	1	35	35	42	42	42					
Sparks	7	7	26	26	65	65	619	619	0	0	0	0	0	0	0					
Verdi	1	1	1	1	17	17	12	12	0	0	0	0	0	0	0					
Total:	77	77	203	203	1,268	1,268	5,272	5,272	4	4	3	3	363	363	111					
Administration Outreach													6	6	1	1	597	597	165	165

Note: Digital Branch includes ebooks, audiobooks, magazine checkouts
 Duncan/Traner & Verdi reflect public hours only
 Gerlach reflects both public and school hours

Washoe County Library System

Monthly Statistics By Branch / Cumulative By Month / Resulting In Yearly Total – Thru July

System Total Comparison For Fiscal Years 2015-2016 / 2016-2017

	Meeting Room Use					
	2015-2016	2016-2017	% Change	2015-2016	2016-2017	% Change
	# of Meetings	# of Meetings	# of Meetings	Attendance	Attendance	Attendance
Administration Outreach						
Digital Branch						
Duncan/Traner	0	0	0.00%	0	0	0
Gerlach						
Incline	5	0	0	97	0	0
North Valleys	4	0	0	8	0	0
Northwest	3	0	0	31	0	0
Reno	9	0	0	112	0	0
Senior Center	0	16	#DIV/0!	0	0	0
Sierra View	2	53	2550.00%	4	0	0
South Valleys	22	42	90.91%	380	0	0
Spanish Springs	14	0	0	270	0	0
Sparks	3	0	0	32	0	0
Verdi	0	111	#DIV/0!	0	0	0
Totals	62	222	258.06%	934	0	0

ITEM 6d

**PLEASE NOTE:
CHECKOUT TOTALS
a. Reflect only public hours for Partnership Libraries
b. Do not reflect Gerlach or Collection Development