



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, November 16, 2016
4:00 P.M.**

**North Valleys Library
1075 North Hills Blvd #340
Reno, NV 89506**

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 October 19, 2016
- 4) Old Business
None
- 5) New Business
 - a. *For Possible Action:* Accept Donation from Saint Mary's Health Network of \$3,500 for the North Valleys Library Renovation Project.
 - b. *For Possible Action:* Approve Release and Partial Distribution Agreement regarding the David J. Tacchino Trust dated October 30, 2006 providing for a residuary gift of 15% of the Trust Estate to the Washoe County Library to be used in a supplemental manner Which Allows or Enhances Citizen Access to Washoe County Libraries as provided in the Agreement and upon such terms and conditions as stated therein, and Authorize the Library Board of Trustee Chair to Sign the Agreement.
- 6) Reports
 - a. Library Director's Presentation to Include System Programs and Activities, and Friends Report
 - b. North Valleys Library 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, OCTOBER 19, 2016**

The Board met in regular session at the Northwest Reno Library, 2325 Robb Drive, Reno, Nevada.

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

1) ROLL CALL

Board Members Present: Wendy Alderman, Jean Stoess and Derek Wilson

County Staff Present: Assistant District Attorney Dania Reid

Public Present: Mary Jones

2) PUBLIC COMMENT:

None

3) APPROVAL OF MEETING MINUTES

a. APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF SEPTEMBER 21, 2016

On motion by Trustee Stoess, seconded by Trustee Alderman, which motion duly carried, the Board approved the meeting minutes from the Library Board of Trustee meeting of September 21, 2016. All in favor, none opposed.

4) OLD BUSINESS:

None

Chair Wilson noted the arrival of Trustee Marsh at 4:03 pm.

5) NEW BUSINESS:

a. APPROVAL TO CLOSE NORTH VALLEYS FOR RENOVATIONS BEGINNING ON NOVEMBER 15, 2016, WITH A TENTATIVE REOPENING ON DECEMBER 28, 2016

Director Scott referred to the renovations approved at the September Board meeting, noting that, to date, North Valleys Library has raised just over \$3,000. As of this morning, the Generosity campaign was at \$2,100. North Valleys Library has received \$1,000 cash donations and Commissioner Herman has promised donation funds.

Upon questioning by the Board, Jonnica McClure, North Valleys Managing Library, clarified the following:

- Staff labor for renovations will consist of library staff and volunteers packing loose physical office materials in the building and packing the collection in an organized manner the first week of the approved closure (November 15-19, 2016)
- Beginning the week of November 21, 2016, the contractors and vendors move into break down the physical structures for work to begin.
- North Valleys Library staff have been proactive communicating the upcoming closure with staff and the mall vendors. Signage will be posted and staff will be accessing emails throughout the project despite not being physically in the branch. Mall neighbors are aware of the closure time frame and helping spread the word also.
- The Library website will track the project stages for patrons
- Raley's will be the alternative site for weekly storytimes.

On motion by Trustee Alderman, seconded by Trustee Stoess, which motion duly carried, the Board approved the closure of the North Valleys Library beginning November 15, 2016, with a soft reopening anticipated for December 28, 2016. All in favor, none opposed.

b. ACKNOWLEDGEMENT OF DONATIONS MADE DURING THE FIRST QUARTER OF FISCAL YEAR 2016-2017

Director Scott referred to the staff report in the packet.

Director Scott responded to Trustee Marsh that the North Valleys Library renovation fund raiser is a bit behind where the Library System hoped it would be for external support. In mid-November the Library system will be promoting the Children's Book Drive fundraiser and promote North Valleys again at that time.

Trustee Wilson noted correction to the 5b agenda item year "Fiscal Year 2015-2016" should be "Fiscal Year 2016-2017."

Trustee Wilson thanked the donors.

6) REPORTS

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

The Library Board reviewed the information submitted in the packet.

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

b. NORTHWEST RENO LIBRARY PROGRAMS, ACTIVITIES AND OPERATIONS

Kristen Reinke, Northwest Reno Managing Librarian, reported the following information and updates:

- 17 staff members: 8 part-time and 9 full-time
- Northwest Reno Library started a 6-day schedule in January 2016. Staff rotates every four months between a Monday-Friday and Tuesday-Saturday schedule.
- Within the last year, Northwest Library included nine new staff members with two internal promotions
- With the strength and teamwork of Northwest staff member, the library has added more programmers and expanded programming to include: weekly morning storytimes, a monthly evening family event, Thursdays stay and play with another to be added in November. Northwest Library is planning to add another storytime and stay and play in early 2017.
- Adult programming expansions include: Speaker Series and a second adult book club in January 2017. The Speaker Series includes a wide range of topics including winter hiking, daily life in Afghanistan, a 35-year old double heart attack survivor during Heart Health month, speakers lined up to talk about Civil Rights Movement in celebration of Black History month in February 2017, and the traveling "Helene Berr: a Stolen life" Holocaust exhibit in March/April 2017.
- In November 2018, the Northwest Reno Library will be hosting ALA Explore Tech: Engineers Make a Work of Difference. This exhibit will be shown in only 14 libraries across the nation and the Northwest Library is on the only one on the west coast.
- Northwest Reno Library volunteers donated 1400 hours between January and September 2016.

- Northwest Lucky Day Collection was created in March 2016 and, as of the report two weeks ago, had 189 checked out or 76% of the NW Lucky Day collection.

Upon questioning by the Board, Ms. Reinke stated that patrons like the library morning hours opening at 10 a.m. and that Mondays are busy.

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

The Library Board reviewed the information submitted in the packet.

d. MONTHLY LIBRARY USAGE

The Library Board reviewed the information submitted in the packet.

7) PUBLIC COMMENT

Mary Jones, Friends of Washoe County Library member, informed the Board that the Harvest Sale is going on at Second Hand Prose in the Northwest Reno Library with paperback books for \$1.00. She also noted that handbaskets were being made in preparation for the holiday open house in December 2016.

8) BOARD COMMENT

Director Scott reminded the Board that the Library Board of Trustees Joint Meeting with the County Commission is scheduled for Tuesday, October 25, 2016 at 9 a.m. The only meeting agenda item is the Washoe County Library System Annual Report for 2015-2016 presented to the Library Board in the September Board meeting.

9) ADJOURNMENT

Chair Wilson adjourned the meeting at 4:35 p.m.

TO: Washoe County Library Board

FROM: Andrea Tavener, Development Officer

RE: Accept Donation from Saint Mary's Health Network of \$3,500
for the North Valleys Library Renovation Project

DATE: November 16, 2016

Background: As noted in the July Board Meeting, North Valleys Library had begun to plan a fundraiser for a branch renovation project.

Saint Mary's Health Network has elected to team up with the North Valleys Library to help with the renovation project and early childhood literacy efforts. Saint Mary's Health Network will present a donation of \$3,500 at the November Library Board of Trustees meeting. The Washoe County Library System and Saint Mary's Health Network are honored to be trusted partners who serve, give back and grow with our communities.

According to Library Director Jeff Scott, "strong community support and generous donations – like those from Saint Mary's Health Network – bring us closer to our project goal for the North Valleys Library and reinforce Washoe County's mission to work together regionally to provide and sustain a safe, secure and healthy community." Saint Mary's Health Network's generous donation proves their ongoing commitment to the North Valleys Library and their community.

Recommendation and Suggested Motion: The Washoe County Library Board of Trustees accept the donation of \$3,500 from Saint Mary's Health Network for renovations to the North Valleys Library.

TO: Washoe County Library Board

FROM: Jeff Scott, Library Director

RE: Approve Release and Partial Distribution Agreement regarding the David J. Tacchino Trust dated October 30, 2006 providing for a residuary gift of 15% of the Trust Estate to the Washoe County Library to be used in a supplemental manner Which Allows or Enhances Citizen Access to Washoe County Libraries as provided in the Agreement and upon such terms and conditions as stated therein, and Authorize the Library Board of Trustee Chair to Sign the Agreement

DATE: November 16, 2016

Background: David J. Tacchino established a trust (\$6,020,461.32) on October 30, 2006 which bequeathed 15% to the Washoe County Library upon his death after payouts to several individuals and the Historical Society of Reno, Nevada. Mr. Tacchino's death in the fall of 2015 activated the trust and Washoe County Library was contacted regarding supplemental conditions set upon establishment of the trust for the Library System to receive the bequeathment.

The Library System has met those conditions, receiving a Release and Partial Distribution Agreement from the Trust to be signed by the Library Board of Trustee Chair.

Recommendation and Suggested Motion: The Washoe County Library Board of Trustees approves the Release and Partial Distribution Agreement as written and reviewed by legal entities on both sides, and that Chair Wilson execute said document.

RELEASE AND PARTIAL DISTRIBUTION AGREEMENT

THIS RELEASE AND PARTIAL DISTRIBUTION AGREEMENT ("**Agreement**") is effective _____, 2016, by and between ROBERT CARL RUECKL, Trustee of the David J. Tacchino Trust dated October 30, 2006, as amended (the "**Trust**"), and, PAUL ELCANO, JR., as Special Trustee of the Trust, and the WASHOE COUNTY LIBRARY, Reno, Nevada, as a beneficiary of the Trust ("**Beneficiary**").

Recitals

- A. DAVID J. TACCHINO created the DAVID J. TACCHINO TRUST dated October 30, 2006, as amended ("**Trust**").
- B. DAVID J. TACCHINO died on October 25, 2015 (the "**Decedent**").
- C. The Trust has or will pay the costs of administration and any taxes due.
- D. The current acting Trustee of the Trust is ROBERT CARL RUECKL, also known as CARL RUECKL, and is referred to in the First Amendment to the Trust as CARL J. RUECKL. ROBERT CARL RUECKL and CARL J. RUECKL are one and the same person and any reference in the Trust to CARL J. RUECKL means ROBERT CARL RUECKL ("**Trustee**").
- E. By reason of Grantor's death, Article I, Section B of the Trust provides for the pecuniary distributions listed in Schedule "A" which is attached hereto and incorporated herein.
- F. DAVID J. TACCHINO amended Article IB (19)(b) of the Trust on September 19, 2014 to appoint PAUL ELCANO, JR., as special trustee ("**Special Trustee**") and provide among other things, that the residuary gift of fifteen percent (15%) to WASHOE COUNTY LIBRARY, is subject to certain restrictions and direction which require WASHOE COUNTY LIBRARY to use the bequest in a supplementary manner which allows or enhances the citizens of Washoe Country to continue to access the Washoe County Library System physically through access to hard copy books during normal working hours over a minimum of five years. The specific terms and directions are set forth in Schedule "B", which is attached hereto and incorporated herein ("**Restrictions**").
- G. The Trustee has paid all of the Pecuniary Bequests.
- H. Article I.B. 19(b) of the Trust provides that on the Grantor's death, the balance of the Trust is distributed as follows:
 - (i) Fifteen percent (15%) of the Trust Estate to WASHOE COUNTY LIBRARY, Reno, Nevada, provided that the Restrictions are satisfied to Special Trustee's approval.

If the bequest to Washoe County Library lapses, then the bequest to Nevada Historical Society, Reno, Nevada will increase to 41.176%.

NOW, THEREFORE, the parties hereto intending to be bound agree as follows:

1. **Distribution of Balance.** WASHOE COUNTY LIBRARY, Reno, Nevada has furnished Special Trustee with a list of acquisitions or work which is attached as Schedule "C" and the Special Trustee has reviewed the Schedule C. WASHOE COUNTY LIBRARY, Reno, Nevada agrees to use all of the funds received by it to fulfill Schedule "C". To the extent Schedule C does not exhaust the funds, then WASHOE COUNTY LIBRARY, Reno, Nevada agrees that any remaining funds will be used to otherwise satisfy the Restrictions. The Special Trustee agrees that the use of the funds as provided above, complies with Restrictions and the bequest to WASHOE COUNTY LIBRARY, Reno, Nevada does not lapse so long as WASHOE COUNTY LIBRARY, Reno, Nevada uses the funds for the acquisitions. The Trustee will make a partial distribution of Trust Estate ("Partial Distribution") to Beneficiary as shown on Schedule D. The Trustee will establish a reasonable reserve ("**Reserve**"). Trustee will distribute the balance of the Trust Estate ("Final Distribution") after Trustee receives a closing letter from the Internal Revenue Service.

2. **Reserve.** Trustee may expend and use the Reserve to pay for taxes, accounting fees, legal fees, appraisals or valuation fees, taxes recording costs and transfer costs and other administrative or termination fees, charges or costs.

3. **Termination of Trust.** The Trust terminates upon the death of Decedent and the Trustee agrees to promptly wind up and settle the Trust.

4. **Assignment of Trust Property.** The Trustee shall assign, transfer and convey to WASHOE COUNTY LIBRARY, Reno, Nevada the percentage of Trust Estate on the terms set forth herein.

5. **Release.** The Beneficiary enters into the following release with the Trustee, the Special Trustee and Trust Estate and estate of the Decedent (collectively the "**Estate**") as follows:

(a) **Beneficiary's Release.** Subject to Partial Distribution being made in Section 1 above, the Beneficiary hereby irrevocably and forever releases and discharges the Trust, the Trustee, Special Trustee and Trust Estate (the "**Estate**"), the Estate, and their employees, attorneys, personal representatives (executors), accountants, agents, heirs, successors and assigns from and against any and all past, present and future claims, demands, damages, losses, liabilities, fines, penalties, costs, fees and expenses known or unknown, (collectively the "**Claims**") in any way arising out of or related in any manner to the distribution of Trust assets, validity of Trust, the timing and outright nature of the distribution of Trust assets hereunder, the administration of the Trust, the investment of Trust assets, any transactions disclosed in the accounting, any accountings, sale of trust property, payment and allocation of any and all taxes, penalties, interest, professional fees and administrative expenses, or the interpretation of Trust terms. However, this release excludes any matters which arise after the Partial Distribution or any matters disclosed in an accounting by the Trustee.

For purposes of the foregoing, Claims shall include, by way of illustration and not limitation, claims at any time asserted by governmental agencies or other authorities or any other third party for damages resulting from the delivery of Trust assets to the Beneficiary or any claims based on any excess or improper payment or distribution to the Beneficiary.

The Beneficiary represents and warrants that the matters released herein include but are not limited to matters that may not be known, disclosed or foreseeable, and the Beneficiary recognized and acknowledges that factual matters now unknown by the Beneficiary may have given, or may hereinafter give, rise to claims which are presently unknown, unanticipated and unexpected.

6. **Trustee Indemnity.** The Beneficiary hereby agrees to indemnify and hold the Trustee and Special Trustee harmless from and against any and all loss, cost, damage or expense, including without limitation, attorneys' fees, costs, interest and penalties incurred by the Trustee and Special Trustee or any of them arising out of the acts or omissions of the Trustee in their investment of the Trust assets, administration, inventory, valuation, accounting, sale of trust property, incurrence of fees and expenses, segregation of assets, payment or allocation of taxes, interest or penalties, the payment or allocation of trustees or professional fees, and distribution of assets of the Trust by the Trustee except for those claims against the Trustee and Special Trustee arising out of: (i) any intentional breach of trust, (ii) acts of bad faith with reckless indifference to the interest of a Beneficiary, (iii) acts of fraud, or (iv) acts which are otherwise prohibited from being indemnified as a matter of law. The Beneficiary hereby further agrees to advance and pay such loss, cost, damage, fee, expense, interest and penalty incurred by the Trustee and Special Trustee, on a timely basis, during the course of any actions which may be covered by the indemnity obligation contained in this paragraph subject to a written undertaking by the Trustee to repay, restore, return or reimburse those advance(s) made by the Beneficiary which the Trustee and Special Trustee were not entitled pursuant to this Agreement as determined by a final adjudication based on clear and convincing evidence.

This indemnity shall be limited and capped to the amount that the Beneficiary receives from the Trustee.

The indemnity provided in this Section 6 shall survive the distribution of trust property.

7. **Arbitration.**

(a) In the event of any dispute between the parties involving any matter relating to this Agreement, the parties will use commercially reasonable efforts to resolve and settle such dispute by friendly and good faith negotiation and discussion. If, despite such cooperative efforts, any such dispute cannot be resolved within ten (10) days, the dispute shall, thereafter, upon ten (10) days prior written notice from one party to the other, be submitted to arbitration. Such arbitration shall be determined and settled by arbitration in the County of Washoe in the State of Nevada by a single arbitrator in accordance with the Streamlined Arbitration Rules of JAMS. Any arbitrator selected by either party must have experience as an arbitrator and specialized knowledge of trust and estate law.

(b) The right to arbitration provided herein shall not preclude or limit the right of any party to seek or obtain a restraining order or other appropriate order pending resolution of such dispute by arbitration. The decision of the arbitrators shall be final, conclusive, or binding upon the parties, and a judgment may be obtained thereon. A demand for arbitration imposes upon all parties the responsibility to take reasonable steps to mitigate damages. The losing party shall bear all costs and expenses including the attorney's fees in connection with the arbitration for both parties. In the event of the failure of any party or any arbitrator to act expeditiously and in good faith to resolve such dispute, any court having jurisdiction shall, upon application of any party hereto, enter such order or orders as the court deems appropriate to accomplish the intent and purpose of this Section 7.

8. **Accounting/Reports.** The Beneficiary will receive an accounting from the Trustee.

The Beneficiary agrees to furnish a report to the Trustee and Special Trustee on the fulfillment of the Restrictions and expenditure of funds.

9. **Entire Agreement.** This Agreement constitutes the entire Agreement of the undersigned regarding the subject matter herein, supersedes all other prior agreements and understandings, both written and oral, among the parties with respect to the subject matter hereof, and may not be amended except by a writing signed by each party hereto. All schedules and exhibits attached hereto are incorporated herein.

10. **Counterparts.** This Agreement may be executed in more than one counterpart by the parties all of which shall constitute one agreement.

11. **Binding.** This Agreement shall be binding on the parties, successors, assigns and heirs.

12. **Severability.** If any provision of this Agreement or the application thereof shall, for any reason, be invalid or unenforceable, then the remainder of the Agreement shall be valid and enforced to the greatest extent permitted by law.

13. **Further Assurance.** Each party agrees to execute such further documents and take such further action as may be reasonably necessary to carry out this Agreement.

14. **Gender and Number.** As used in this Agreement, the masculine, feminine, neutral gender and the singular or plural number shall include the other and be used interchangeably whenever the context so indicates.

15. **Governing Law.** The laws of the State of Nevada shall govern the validity, construction, performance and effect of this Agreement.

16. **Drafting.** The parties hereof represent that they have read and understand each provision of this Agreement and have discussed this Agreement with legal counsel or have been advised to and have been provided the opportunity to discuss this Agreement with legal counsel. The parties hereto, therefore, stipulate and agree that the rule of construction to the effect that any

ambiguities are to be or may be resolved against the drafting party shall not be employed in the interpretation of this Agreement to favor one party against the other.

17. **Virtual Representation.** To the maximum extent permitted by law, including but not limited to NRS 164.038, all Beneficiary current and remainder are binding and acting on behalf of themselves. Minor Beneficiary, unborn and unascertainable, persons who have substantially similar interest and accordingly, this Agreement shall be binding upon and inure to the benefit of all such Beneficiary and persons.

18. **No Representations.** The Beneficiary hereto acknowledges that it has had an opportunity to seek and consult with independent legal and investment counsel with respect to legal and investment consequences to him arising from or connected with this Agreement and has freely and voluntarily entered into this Agreement with knowledge of the legal consequences of such action. The Beneficiary further acknowledges that this Agreement has been prepared by the law firm of McDonald Carano Wilson LLP (the "Law Firm") on behalf of the Trustee and the Law Firm does not represent the Beneficiary. There is an inherent potential for conflicts of interest among the parties to this Agreement because this Agreement establishes the rights and obligations of each of the parties to this Agreement. Due to such potential conflicts of interest, the Law Firm has advised and hereby advises the Beneficiary that it would be in its best interest to obtain the services of its own independent legal counsel to review this document. Notwithstanding the fact that the Law Firm has prepared this Agreement and has provided legal advice to the Trustee, the Beneficiary hereby waives, as evidenced by the execution of the Agreement, any potential conflicts of interest that may arise as a result of advising the Trustee and preparing this Agreement.

19. **Signatures.** The Parties agree that facsimile or portable document format (PDF) copies of signatures shall be deemed originals for all purposes hereto and that a Party may produce such copies, without the need to produce original signatures, to prove the existence of this Agreement. The individual signing below represents that he or she is duly authorized and empowered to sign this document on behalf of the organization below.

Signature Page follows

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

TRUSTEE/TRUST:

ROBERT CARL RUECKL, as Trustee
of the David J. Tacchino Trust dated
October 30, 2006, as amended

BENEFICIARY:

WASHOE COUNTY LIBRARY,
Reno, Nevada
By: Its Board of Trustees

By: _____
DEREK WILSON
Its: Chairman

SPECIAL TRUSTEE:

PAUL ELCANO, JR.

Schedule "A"

	Specific Bequest Beneficiary	Amount of Bequest
1.	Delia Rossi (Deceased)	\$6,000
2.	Jean Luis	\$2,000
3.	Marc Romero	\$4,000
4.	John Romero	\$2,000
5.	Paul Romero	\$2,000
6.	Stephen Romero	\$2,000
7.	Phillip Romero	\$2,000
8.	Kenneth Zunino	\$2,000
9.	June Z. Eaton	\$2,000
10.	Elaine Zunino Gifford	\$2,000
11.	Norman Zunino	\$2,000
12.	Gail Perazzo	\$2,000
13.	St. Anthony's Guild	\$5,000
14.	Our Lady of the Snows Catholic Church	\$3,000
15.	St. Thomas Aquinas Cathedral	\$2,000

Remainder Beneficiaries

1.	Historical Society of Reno, Nevada	35%
2.	Washoe County Library	15%
3.	Jesuits of California	6.667%
4.	St. Anthony's Guild	6.667%
5.	Our Lady of the Snows Catholic Church	6.667%
6.	St. Thomas Aquinas Cathedral	6.667%
7.	AM-ARCS of Nevada- used for archaeology scholarships	6.667%
8.	Elks Lodge 597- used for scholarships for high school grads	6.667%

9.	St. Vincent's Dining Room	3.333%
10.	Sacred Heart Sisters	3.333%
11.	Ronald McDonald House	3.333%

Schedule "B"

Amendment to Article. Article I.B.(19)(b) is hereby amended as follows:

ARTICLE I.B.(19)(b)

(b). Fifteen percent (15%) of the remaining trust estate shall be distributed to WASHOE COUNTY LIBRARY, Reno, Nevada subject to the following direction and contingency:

1. That this bequest shall be used by the WASHOE COUNTY LIBRARY in a supplementary manner which allows or enhances the citizens of Washoe County to continue to access the Washoe County Library System physically through access to hard copy books during normal working hours over a minimum of five years.

2. I appoint Paul Elcano, Jr as my post death agent in his complete and sole discretion to structure this bequest in a way which is consistent with my direction in the paragraph above.

3. Paul Elcano, Jr. in his complete and sole discretion is given the power and authority to determine whether this bequest meets my direction as described in the paragraph above, and therefore vests or fails (lapses). This determination shall be made within 15 months from the date of my death. If this bequest fails (lapses), it shall be distributed according to the following schedule and in the following percentages to each class of beneficiaries as follows:

	No lapse	Remaining after lapse	New % if lapse
Historical Society (19)(a)	35%	35%	41%
Washoe County library (19)(b)	15%	0	
Other charities (19)(c)	40%	40%	47%
Other charities (19)(d)	10%	10%	12%
	100%	85%	100%

Schedule "C"

A. Renovation of Downtown Reno Library

The Beneficiary will use the funds as follows: Furniture (book shelving, tables, chairs, and equipment that enhance access to the collection) and children's materials at Downtown Reno Library.

Furniture: \$220,000
Opening Day Children's Books: \$100,000
Trust Expenditures: \$320,000

County/Grant Supported Pieces
Carpet: \$200,000 County/Grant Supported
Paint: \$100,000 County/Grant Supported
Asbestos: \$100,000 County/Grant Supported
Lighting: \$58,000 County Supported
County/Grant Supported \$458,000

Trust Supported: \$320,000
County/Grant Supported: \$458,000
Total project costs: \$778,000
Remaining: \$420,000

B. Sparks/Northwest

\$420,000 of the remaining Funds will be used by the Beneficiary for the renovation of Sparks/Northwest Library by acquiring new Furniture, Fixtures, and Equipment. Washoe County Library would use the same 50/50 formula for this projects. One half trust funds for books and furniture, and one half county/grant funds to support infrastructure.

Schedule "D"

Estate of David J. Tacchino
Charitable Organization Distributions
October 25, 2015

Balances as of	<u>10/31/2016</u>
Morgan Stanley	\$ 6,145,246.25
Nevada State Bank	<u>52,281.07</u>
Total	6,197,527.32
Less: Reserve for trustee	(62,966.00)
Less: Reserve for attorney, accountant, special trustee fees and other costs	<u>(114,100.00)</u>
Balance to be distributed	<u><u>\$ 6,020,461.32</u></u>

<u>Organization</u>	<u>Allocation</u>	<u>100%</u>	<u>50%</u>	<u>50% Rounded</u>
Historical Society	35.00%	\$ 2,107,161.46	\$ 1,053,580.73	\$ 1,055,250.00
Washoe County Library	15.00%	903,069.20	451,534.60	452,250.00
Jesuits of California	6.67%	401,364.09	200,682.05	201,000.00
St. Anthony's Guild	6.67%	401,364.09	200,682.05	201,000.00
Our Lady of the Snows Catholic Church	6.67%	401,364.09	200,682.05	201,000.00
St. Thomas Azuinas Cathedral	6.67%	401,364.09	200,682.05	201,000.00
AM-ARCS of Nevada	6.67%	401,364.09	200,682.05	201,000.00
Elks Lodge 597	6.67%	401,364.09	200,682.05	201,000.00
St. Vincent's Dining Room	3.33%	200,682.04	100,341.02	100,500.00
Sacred Heart Sisters	3.33%	200,682.04	100,341.02	100,500.00
Ronald McDonald House	3.33%	200,682.04	100,341.02	100,500.00
Total	<u>100.00%</u>	<u><u>\$ 6,020,461.32</u></u>	<u><u>\$ 3,010,230.69</u></u>	<u><u>\$ 3,015,000.00</u></u>

Estate of David J. Tacchino
Charitable Organization Distributions
October 25, 2015

Balances as of	<u>10/31/2016</u>
Morgan Stanley	\$ 6,145,246.25
Nevada State Bank	<u>52,281.07</u>
Total	6,197,527.32
Less: Reserve for trustee	(62,966.00)
Less: Reserve for attorney, accountant, special trustee fees and other costs	<u>(114,100.00)</u>
Balance to be distributed	<u><u>\$ 6,020,461.32</u></u>

<u>Organization</u>	<u>Allocation</u>	<u>100%</u>	<u>50%</u>	<u>50% Rounded</u>
Historical Society	35.00%	\$ 2,107,161.46	\$ 1,053,580.73	\$ 1,055,250.00
Washoe County Library	15.00%	903,069.20	451,534.60	452,250.00
Jesuits of California	6.67%	401,364.09	200,682.05	201,000.00
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Total	<u>100.00%</u>	<u><u>\$ 6,020,461.32</u></u>	<u><u>\$ 3,010,230.69</u></u>	<u><u>\$ 3,015,000.00</u></u>



WASHOE COUNTY
LIBRARY SYSTEM

Washoe County Library System Monthly Report

October 2016

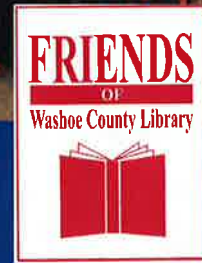
Connect

Gather

Explore

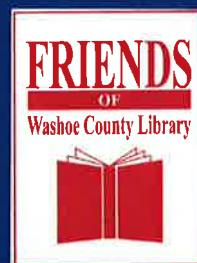
Friends of the Washoe County Library

- Friends of Washoe County Library Board of Directors met November 2nd @ the Sierra View Library.
- The FWCL Annual Meeting immediately followed:
 - Second Century Endowment Council has been renamed Friends of Washoe County Library Endowment Fund
 - Endowment was established in 2004 by FWCL to ensure long-term financial support for WCLS.
- 2017 Friends Board of Directors Officers will be as follows:
 - President-- Dan Erwine
 - Vice President—Kyle Waxman
 - Secretary Treasurer--Keith Judson
 - Recording Secretary—Mary Jones
- There will be no December 2016 FWCL Board meeting
- Next meeting: Wednesday, January 4, 2017, 4:30pm @ the Sierra View Library.



Friends of the Washoe County Library

- November Book Sale @ Reno Town Mall/Sierra View Library
 - Open to the public: November 12-20, 2016
 - Hours: 10a.m. to 5p.m. including week days
 - Saturday, November 19 is half price day and Sunday, November 20 is \$5 bag day
 - Featured this Sale: Christmas Everywhere
- Secondhand Prose 12TH Annual Holiday Open House
 - Saturday, December 3 from 10 a.m.-3 p.m. located at Northwest Reno Library
 - Light refreshments will be served.
 - Holiday music provided by local musicians, including harps, violins, flute and clarinet.



2017 Book Sale Dates:
February 4-12
April 1-9
June 3-11
August 5-13
October 7-15

Programs

System-wide

- 2016-2017 UNR Performing Arts Series
www.unr.edu/pas @ WCLS (FWCL funded)
- Julie Fowlis: Exploring Gaelic Music
 - Northwest Reno Library --50 in attendance
 - South Valleys Library for Story Time 48 in attendance
 - Incline Village Library --29 in attendance
- BodyVox + Amphion String Quartet: Cosmosis
[http://bodyvox.com/\[bodyvox.com\]](http://bodyvox.com/[bodyvox.com])
 - Sierra View Library --35 in attendance



Programs

System-wide

- **Spellbinders Magic Extravaganza**
 - Larry Wilson FREE magic shows at 6 library locations
 - FREE Spellbinder Magic Extravaganza at the Pioneer Center
 - 12 programs with 512 in attendance
- **Nevada Reads! Meet Mark Maynard at the following libraries (Free, Cooperative):**
 - Spanish Springs Library as part of Indie Author Day --76 in attendance
 - South Valleys Library --7 in attendance
- **2016 Fall Family Estate Planning Workshop Series Fall 2016 @Sierra View Library:**
 - Underwritten by KNPB Channel 5 and the Community Foundation of Western Nevada, and other sponsors
 - 14 total sessions, with 617 in attendance



Programs

Branches

- Downtown Reno
 - Historic Reno Preservations Society (HRPS) presents:
 - Meet Jack Harpster, author of Genesis of Reno: The History of the Riverside Hotel and the Virginia Street Bridge --81 in attendance
- Incline Village
 - Tahoe Talks Religious Liberty --7 in attendance
 - Bee Inclined Quilt Expo: the second annual event brought out 100 quilt enthusiasts!
- North Valleys
 - Halloween Parade (1,313)



Story Time Oct. 27, 2018 at Southmont Reno Library

Programs

Branches

- Northwest
 - Astrology and Your Health” (15 attendees)
 - Gallery Exhibit "Wild Open" Sierra Nevada and Great Basin Landscape Paintings by Bonita Paulis Reception
 - Display Cubes "Veterans Remembered"
- South Valleys
 - Full STEAM Ahead: Truckee Meadows Fire Protection District
- Duncan-Traner
 - Trunk or Treat
- Sparks
 - Spell Book Decorating
- Spanish Springs Indie Author Day



Collections

- RFID contract award December
 - Early testing in January
 - Tagging scheduled to be completed by July 1
 - Equipment installed with project completion date of December 31, 2017
- Internet Stats Highlights:
 - Total Digital Visits: 208,979
 - Website: 62,140
 - Downloads: 29,769
 - Ebooks: 20,620
 - Audiobooks: 9,141
 - Magazines: 1,016
 - Database Usage: 8,218
 - Lynda.com: 2,885



Outreach

- Multiple branches will represent WCLS @ the Nevada Museum of Art's Hands ON! Second Saturday, Story Times, hands-on art activities, live performance, and more—plus FREE admission!
- WCLS will be represented at WCLS's Parent University Family Access Day on Saturday, 11/19 @ UNR's Joe Crowley Student Union
- Info table and issue library cards and will also offer WCLS resources workshop
- WCLS Sun Valley Family Resource Centers and Parenting Programs to discuss ways in which we can collaborate in reaching their families.
- WCLS was represented by SV and SP at the Boys & Girls Club Lights On After School Open House on 10/20 reaching 125 youth
- WCLS attended the WCLS 8th Grade Career Expo to talk with 5,000 students about careers opportunities Reached 1914 students, teachers, parents and administrators from fifteen different middle schools and even managed to give out 10 library cards.



Outreach

- Downtown Reno
 - UNR Dia de los Muertos
- Incline Village:
 - Tahoeberfest outreach: Reached 500 kids and their grownups at this event outside at Diamond Peak Ski Resort with only booth providing children's activities (button-making, block-building, hula-hooping, R&S books).
- Spanish Springs
 - 1st Grade Outreach:
 - Taylor 1st grade assembly: 100 people
 - Juniper 1st grade assembly: 80 people
 - Hungry Valley 1st grade prep: 44 people
 - Taylor 1st grade card delivery: 100 people
 - Entrepreneurship Nevada – 17 adults
- Sierra View
 - Family Shelter Storytime
 - Baily Charter School
 - Washoe County Health Fair
- South Valleys
 - 1st Grade Outreach: Double Diamond Elementary 150 students
 - Northern Nevada Business Summit



Media Appearances

- Early Voting Coverage (KTVN)
 - Featuring Northwest Library's Jamie Hemmingway
 - Featuring North Valleys as busiest polling location in Washoe County
- Food for Fines (Nov 1-Nov 30)
- Library Director Annual Report
- Sierra Sun: Celebrating Your Library



Operational

- Early Voting:
 - Record number of early voters this year (over 129,000)
 - North Valleys had busiest polling site in Washoe County at almost 1,000 visitors a day!
- South Valleys
 - Swap Fiction and Non-Fiction Adult Collections & Update Signage
- North Valleys closed for construction



Ongoing Issues

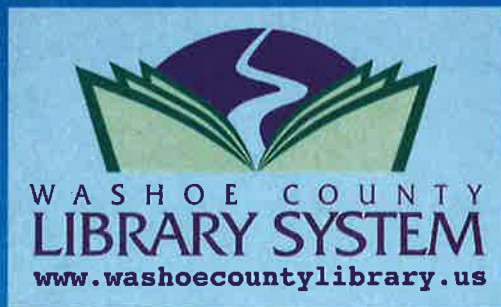
- Sierra View Bathroom repair scheduled for December 2016
- Petitioner problems during Early Voting
- Rolling Hills Fire resulted in partial day closure at South Valleys
- Java Lounge



Upcoming

Upcoming Programs

- **Incline Village:**
 - Tahoe Talks: Living in Wildlife
 - Children's Art Exhibits
- **Northwest**
 - "2017: The Year Ahead" with Astrologer Michele Hagan
- **Duncan Traner Wi-Fi should be available in January**
- **30 Million Word Display @ Spanish Springs Library**
- **Pioneer Center Youth Programs Presents...**
- **In-Tune Tales Presents the Musical Rendition of the "The Grinch"**
 - Tuesday, 12/6, 11am @ Gerlach
 - Wednesday, 12/7, 4pm @ Incline Village Library
 - Tuesday, 12/20, 3:30pm @ the Downtown Reno Library
 - Wednesday, 12/21, 1:30pm @ Verdi multi-purpose room
- **Erika Paul Trio**
 - Over a century of American Jazz comes alive with these local entertaining and educational musicians as they invite everyone to clap, tap, and stomp their way through "all that jazz"!
 - Thursday, 12/29, 10:30am @ the Senior Center multi-purpose room



Thank you!

Connect

Gather

Explore

North Valleys Library
Annual Report to the Washoe County Library Board of Trustees
November 16, 2016

ITEM 6b

Prepared by Jonnica McClure,
Managing Librarian, North Valleys

Welcome Trustees and guests. The North Valleys Library is honored to host you for today's meeting. Please excuse the environmental chaos around you. Our library team and volunteers are busy in the packing process in preparation for our building renovation which will take place from November 15-December 27, 2016.

I'd like to take a few minutes to share with you some of the exciting things that have happened at the North Valleys Library this past year. Perhaps most noticeable is the new library team we have in place. The North Valleys staff is comprised of 8 people. In the last year we've welcomed four new team members: Library Assistant II, Bonnie Adams (November 2015); Librarian I, Megan Conelly (November 2015); Librarian II, Jonnica McClure (March 2016); Library Assistant III, Pam Larsen (April 2016). We are proud of our experienced and diverse library team at North Valleys. Many of us have professional backgrounds in a variety of industries; most of us are long time Washoe County Library employees who bring with us experience and global perspective; and some of us are experienced librarians who have worked in other library systems around the county further extending that global perspective to library and community services.

Together over the past year we've innovated new library programs that have made the North Valleys Library more able to meet new and existing patrons' expectations.

Developed and facilitated by Library Assistant II, Harriett Clarke, we host a quarterly adult book club called "Cook the Book." This group chooses a different cuisine type for each program and utilizes the non-fiction and fiction materials in our library system to find creative food recipes for that cuisine. Each member brings a prepared meal to the club to enjoy pot luck style while they discuss their topic.

We have introduced two new family Story Time programs to augment our weekly and highly successful Story Time event. Developed by Library Assistant III, Pam Larsen, and facilitated by several members of the North Valleys Team, we offer a monthly Bilingual Story time which introduces children and families of all backgrounds to the joys of the diversity of language and literacy. Also offered monthly based on current professional studies, is Story Time in Action! This program reinforces the concept of learning and retention through movement. This program has been an excellent choice for our young readers who are a bit more energetic and antsy for the more traditional Story Time program.

As an extension to the work our sister libraries in Washoe County Library System have already started, we've expanded our Science Technology Engineering Arts and Mathematics (S.T.E.A.M.) program offerings to include the older age groups. With the help of the generous gift from the Friends of Washoe County Library Second Century Endowment we purchased a set of 10 Kano RaspberryPi computer kits. These kits allow people to explore the inner workings of a computer and it provides simple but fun self-directed games and programs that teach the basic concepts and language of computer coding. An added bonus is the literacy component involved as individuals build their Kano with the creative instruction manual.

North Valleys Library
Annual Report to the Washoe County Library Board of Trustees
November 16, 2016

ITEM 6b

Prepared by Jonnica McClure,
Managing Librarian, North Valleys

In June we started the long planning process to prepare for building renovations. Many of you are familiar with this story. A great deal of thanks goes out to our North Valleys team and our supporters in the library system, the Library Board of Trustees, the Friends of Washoe County Library System, and our generous and supportive library patrons and community members who have all had an active role in making this much needed project a reality.

The staff at North Valleys and our colleagues in the System worked for several weeks in a collaborative project planning process throughout the summer and while working around other commitments such as summer outreach events and programming. It is because of their hard work that we have a well-developed renovation project plan that will ensure this project is handled and completed on time and responsibly for our community.

The plans for our renovation include addressing long differed maintenance projects for the building such as replacing the carpeting that has served beyond its natural life and can no longer be viewed through the filter of nostalgia, as it has become a safety hazard. Replacement of the two most used restroom floors which have unfortunately experienced repeated floods combined with cracked tiles resulting in sanitary problems.

Additionally because of the nature of the work and construction to be done above, we have the opportunity to address other more practical issues such as the overcrowding of the books tacks and allocation of space per collection (based on customer usage) and programming needs, and the lack of space for independent work on customers own electronic devices.

Our young families and more energetic patrons will have a better space to come and look for and experience books in our new youth library area – thus allowing us to allocate more space for the growth of our children’s collection. Additionally we’ll dedicate space as a S.T.E.A.M. Center for people of all ages, but especially children, to unleash their creative selves. Our Nevada Governor Sandoval has announced earlier this year that his administration is encouraging that this is the “year of S.T.E.M.” for our students. What better place for our students to gather and explore these topics when it may be difficult to do so in a crowded school?

Not to be forgotten, our adult readers will be given space that is inviting and comfortable to browse and allow for easier selection of the best of the collection that we have to offer. We’ve taken great efforts to clean things up ensuring that patrons won’t have to sort through dated and damaged materials in order to find just the right selection for their needs. Space to display new materials and timely selections will also be created for easier browsing.

This project is intended to allow the North Valleys library building and team to continue to meet the growing and changing needs of our community. To create a beautiful and comfortable environment filled with the most current and up to date materials and equipment that will encourage our library

North Valleys Library
Annual Report to the Washoe County Library Board of Trustees
November 16, 2016

ITEM 6b

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Managing Librarian, North Valleys

patronage to grow with us and beyond; one day we'll take them to a fabulous new state-of-the-art building.

One of the ways we've been able to facilitate this renovation is through the generosity of our community by allocating some of the Washoe County Library System and North Valleys Library Gift Funds to finance the project. Additionally, we've received in-kind support from fellow Washoe County Departments in labor and supplies. All of this is augmented by the substantial donations received through our month long Generosity.com crowdfunding campaign has led us to early success in this project.

Follow along with us as we undergo construction in November and December; we'll post updates regularly to our website and via our social media feeds like Facebook and Twitter. We'll also be hard at work planning a Grand Re-Opening event for January 2016—we hope to see you all there!



Wild Things Inc., Summer Reading Program 2016 presentation to a packed house. North Valleys had the largest audience of all of the presentations system-wide!

North Valleys Library
Annual Report to the Washoe County Library Board of Trustees
November 16, 2016

ITEM 6b

Prepared by Jonnica McClure,
Managing Librarian, North Valleys

UNR's Wolfie visited North Valleys as part of a collaborative program for Summer Reading 2016



Prepared by Jonnica McClure,
Managing Librarian, North Valleys



“Stay n’ Play” has been a popular educational addition to our weekly family Story Time



Mother and daughter participated in S.T.E.A.M Saturday and engineered their own paper roller coaster.

North Valleys Library
Annual Report to the Washoe County Library Board of Trustees
November 16, 2016

ITEM 6b

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Managing Librarian, North Valleys



Buffett set up for a Cook the Book program, theme was "Tea Time" and participants utilized a variety of library non-fiction cookbooks and periodicals to choose their recipes.

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

GENERAL FUND

FY 2016 / 2017

9-Nov-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	\$ 1,788,429	\$ 3,662,015	33%	\$ 5,467,684	\$ 1,766,280	\$ 3,701,404	32%
EMPLOYEE BENEFITS	\$ 3,003,191	\$ 994,645	\$ 2,008,546	33%	\$ 2,296,996	\$ 798,202	\$ 1,498,794	35%
SERVICES & SUPPLIES	\$ 857,140	\$ 295,955	\$ 561,185	35%	\$ 496,386	\$ 283,543	\$ 212,843	57%
CAPITAL OUTLAY								
TOTAL:	\$ 9,310,775	\$ 3,079,029	\$ 6,231,746	33%	\$ 8,261,066	\$ 2,848,025	\$ 5,413,041	34%

ITEM 6c

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

WC-1 / EXPANSION FUND

FY 2016 / 2017

9-Nov-16

PRIOR YEAR

CURRENT 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	\$ 277,780	\$ 591,209	32%	\$ 1,164,278	\$ 225,259	\$ 939,019	19%
EMPLOYEE BENEFITS	\$ 450,274	\$ 144,967	\$ 305,307	32%	\$ 495,296	\$ 97,019	\$ 398,277	20%
SERVICES & SUPPLIES	\$ 1,103,603	\$ 392,733	\$ 710,870	36%	\$ 1,002,423	\$ 295,290	\$ 707,133	29%
CAPITAL OUTLAY			\$ -					
TOTAL:	\$ 2,422,866	\$ 815,480	\$ 1,607,386	34%	\$ 2,661,997	\$ 617,568	\$ 2,044,429	23%

GIFT FUND BALANCE AS OF OCTOER 31, 2016

ITEM 6c

<u>BRANCH</u>	<u>TOTAL</u>	<u>DESIGNATED RESTRICTED USE</u>	<u>AVAILABLE GENERAL</u>
CHILDREN'S COORDINATOR	\$ -	\$ -	\$ -
DOWNTOWN RENO	\$ 18,999.22	\$ 6,923.66	\$ 12,075.56
DUNCAN / TRANER	\$ 8,492.07	\$ 8,143.82	\$ 348.25
GERLACH	\$ 500.00	\$ 500.00	\$ -
INCLINE	\$ 8,730.75	\$ 2,879.63	\$ 5,851.12
INTERNET	\$ -	\$ -	\$ -
NORTHWEST	\$ 12,318.47	\$ 295.63	\$ 12,022.84
NORTH VALLEYS	\$ 20,060.70	\$ 2,386.70	\$ 17,674.00
SENIOR CENTER	\$ 35.79	\$ -	\$ 35.79
SIERRA VIEW	\$ 13,343.59	\$ 2,633.59	\$ 10,710.00
SOUTH VALLEYS	\$ 13,250.14	\$ 2,056.73	\$ 11,193.41
SPANISH SPRINGS	\$ 23,645.34	\$ 2,829.55	\$ 20,815.79
SPARKS	\$ 23,224.20	\$ 2,023.23	\$ 21,200.97
SYSTEMS OFFICE	\$ 35,568.84	\$ 35,432.40	\$ 136.44
SYSTEMWIDE	\$ 145,649.29	\$ 144,882.08	\$ 767.21
SYSTEMWIDE INTEREST	\$ 96,036.94	\$ -	\$ 96,036.94
TECHNICAL SERVICES	\$ 65,565.62	\$ 65,504.51	\$ 61.11
VERDI	\$ 2,393.48	\$ -	\$ 2,393.48
TOTALS:	\$ 487,814.44	\$ 276,491.53	\$ 211,322.91

Washoe County Library System

Monthly Statistics Report for Fiscal Year 2016-2017

For The Month Of: OCTOBER



BRANCH ACTIVITY	Checkouts		Reference		Patron Computer Use		Library Visits		Miscellaneous		Social Media Adult	YTD	Read & Share		
	# checkouts	YTD	Count	YTD	# signups	YTD	# visits	YTD	Digital Visits	YTD				Database Usage	YTD
Digital Branch	29,769	109,777	505	1,782	74	410	2,145	15,864	208,979	851,859	8,218	34,440	27,850	151,205	368
Duncan/Traner	151	417					48	133							
Gerlach	107	388													
Incline	5,650	23,075	1,253	4,653	386	1,343	6,946	23,410							1,139
North Valleys	12,371	47,903	1,638	4,920	869	3,881	8,504	21,407							1,131
Northwest	22,832	91,743	2,994	12,577	1,662	6,760	14,369	56,337							3,311
Reno	17,229	68,620	2,038	9,735	4,536	19,401	13,386	50,613							3,414
Senior Center	748	3,387	506	1,938	771	3,034	3,603	13,182							531
Sierra View	18,160	73,344	5,518	20,020	3,867	15,097	12,921	52,475							3,216
South Valleys	23,798	97,860	1,450	9,283	835	3,549	19,812	65,464							2,924
Spanish Springs	15,134	56,741	3,947	13,907	1,254	4,728	14,052	48,287							3,988
Sparks	22,857	91,382	5,503	22,203	4,219	20,855	15,200	57,612							5,397
Verdi	406	1,733	36	170	2	13	280	1,007							62
Total:	169,212	666,370	25,388	101,188	18,475	79,071	111,218	405,791	208,979	851,859	8,218	34,440	27,850	151,205	25,481

PROGRAMS/	# of Programs		Youth		Adult		Program Attendance		# of Outreach		Youth		Adult		Outreach Attendance		Youth	YTD
	# adult	YTD	# youth	YTD	# adult	YTD	# adult	YTD	# youth	YTD	# adult	YTD	# youth	YTD	# adult	YTD		
Digital Branch	0	0	0	7	0	0	0	219	0	0	0	0	0	0	0	0	0	0
Duncan/Traner																		
Gerlach																		
Incline	5	29	12	49	83	741	1,015	1,988	2	12	2	5	70	507	685	752	128	
North Valleys	3	13	10	46	21	97	1,563	2,599	0	0	0	2	0	0	0	0	0	
Northwest	9	34	24	107	240	585	1,221	4,458	0	0	0	2	0	0	0	0	72	
Reno	0	30	0	34	0	122	0	659	0	0	0	0	0	0	0	0	0	
Senior Center	6	36	0	0	58	309	0	0	0	7	0	0	0	0	0	0	0	
Sierra View	11	18	26	100	600	1,122	318	1,552	1	2	1	6	250	500	11	221	384	
South Valleys	13	68	32	136	130	1,053	1,747	5,701	0	2	1	6	0	117	150	324	646	
Spanish Springs	10	43	61	219	175	680	2,463	6,288	1	4	4	15	17	117	324	0	390	
Sparks	7	31	22	103	52	288	532	2,425	0	0	0	3	0	0	0	0	0	
Verdi	0	1	0	1	0	17	0	12	0	0	0	0	0	0	0	0	0	
Total:	64	303	187	802	1,359	5,014	8,859	25,901	4	27	8	39	337	1,241	1,170	2,593		

Administration Outreach	# adult	YTD	# youth	YTD	# adult	YTD	# youth	YTD	# adult	YTD	# youth	YTD
	2	11	1	3	32	804	125	368				

ITEM 6d

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 October

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

	Meeting Room Use						% Change		
	2015-2016		2016-2017		2015-2016			2016-2017	
	# of Meetings	% Change	# of Meetings	% Change	Attendance	% Change		Attendance	% Change
Administration Outreach	0	0.00%	0	0.00%	0	0	0	0	
Digital Branch									
Duncan/Traner	0	0.00%	0	0.00%	0	0	0	0	
Gerlach									
Incline	24	-33.33%	16	-33.33%	375	215	375	-42.67%	
North Valleys	9	0	0	0	64	0	64	0	
Northwest	15	-26.67%	11	-26.67%	181	126	181	-30.39%	
Reno	44	-56.82%	19	-56.82%	580	344	580	-40.69%	
Senior Center	0	0	0	0	0	0	0	0	
Sierra View	6	-33.33%	4	-33.33%	96	585	96	509.38%	
South Valleys	83	-43.37%	47	-43.37%	1,892	858	1,892	-54.65%	
Spanish Springs	53	-50.94%	26	-50.94%	938	491	938	-47.65%	
Sparks	12	-33.33%	8	-33.33%	178	154	178	-13.48%	
Verdi	0	0	0	0	0	0	0	0	
Totals	246	-46.75%	131	-46.75%	4,304	2,773	4,304	-35.57%	

ITEM 6d

**PLEASE NOTE:

CHECKOUT TOTALS

- a. Reflect only public hours for Partnership Libraries
- b. Do not reflect Gerlach or Collection Development