

**VIRTUAL LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, FEBRUARY 17, 2021
4:00 P.M.**

VIRTUAL ZOOM MEETING

PURSUANT TO NRS 241.020, THE AGENDA FOR THE TRUSTEES MEETING HAS BEEN POSTED ELECTRONICALLY AT THE FOLLOWING LOCATIONS: www.washoecountylibrary.us; and <https://notice.nv.gov>. PURSUANT TO SECTION 3 OF THE DECLARATION OF EMERGENCY DIRECTIVE 0006, THE REQUIREMENT IN NRS THAT NOTICE AGENDAS BE PHYSICALLY POSTED WITHIN THE STATED OF NEVADA HAS BEEN SUSPENDED.

SUPPORT DOCUMENTATION FOR ITEMS ON THE AGENDA PROVIDED TO THE LIBRARY BOARD OF TRUSTEES IS AVAILABLE TO MEMBERS OF THE PUBLIC AND MAY BE OBTAINED BY CONTACTING TAMI GASTON AT 327-8343 OR tgaston@washoecounty.us. **NO MEMBERS WILL BE MEETING IN PERSON AND THERE WILL BE NO PHYSICAL LOCATION FOR THE PUBLIC TO ATTEND DUE TO CONCERNS FOR PUBLIC SAFETY RESULTING FROM THE COVID-19 EMERGENCY AND PURSUANT TO THE GOVERNOR OF NEVADA'S DECLARATION OF EMERGENCY DIRECTIVE 0006 SECTION 1 WHICH SUSPENDS THE REQUIREMENT IN NRS 241.023(1)(B) THAT THERE BE A PHYSICAL LOCATION DESIGNATED FOR MEETING OF PUBLIC BODIES WHERE MEMBER OF THE PUBLIC ARE PERMITTED TO ATTEDN AND PARTICIPATE. THIS MEETING WILL BE HELD BY TELECONFERENCE ONLY.** 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.

MEMBERS OF THE PUBLIC MAY ATTEND THIS MEETING BY TELECONFERENCE BY LOGGING INTO THE ZOOM WEBINAR ACCESSIBLE THROUGH THE FOLLOWING LINK: <https://us02web.zoom.us/j/84224131597> Password: 889408

PUBLIC COMMENT. *As required by the Governor's Declaration of Emergency Directive 006 Section 2, members of the public may submit public comment via teleconference by logging into the Zoom webinar link above.* NOTE. This option will require video and audio capabilities. *Additionally, public comment can be submitted via email to tgaston@washoecounty.us.* Please try to provide email or voicemail comments by 4:00 p.m. on the day prior to 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.

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 January 20, 2021
- 4) Old Business
None noted
- 5) New Business
 - a. *For Possible Action:* Acknowledgement of 1st and 2nd Quarter Fiscal Year 2020-2021 Cash and Non-Cash Donations Received by the Library System Between July 1 and December 31, 2020 for a Combined Total of \$40,962.02. *(updated 2/18/2021 from 2/17/2021 Board Meeting)*
- 6) Reports
 - a. Library Director's Report to Include Administration, Collaborations, Programs and Activities
 - b. Quarterly Youth Services and Library Events (YSLE) to Include Updates from October, November and December 2020
 - c. Tacchino Trust Update to Include Expenditures and Balance
 - d. Quarterly Stats Report to Include Statistics for October, November and December 2020
 - e. Quarterly Financial Report to Include Gift Fund Expenditures for October, November and December 2020
 - f. Board Task Report to Include Board Tasks to be Followed Up
- 7) Staff Announcements - Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda.
- 8) 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.
- 9) Board Comment – Limited to Announcements, Strategic Plan Activity Updates or Issues Proposed for Future Agendas and/or workshops
- 10) Adjournment

**WASHOE COUNTY LIBRARY BOARD OF TRUSTEE MEETING MINUTES
WEDNESDAY, JANUARY 20, 2021
4:00 pm**

The Board met in regular session virtually via Zoom webinar.

Chair Marsh started the meeting 4:00 pm.

1) ROLL CALL

Board Member Present: Jean Stoess, Wayne Holland, Amy Ghilieri, Zanny Marsh

Board Members Absent: Ted Parkhill (arrived at 4:33 pm)

County Staff Present: Assistant District Attorney Keith Munro

Public Present: None

2) PUBLIC COMMENT

None

3) APPROVAL OF MEETING MINUTES

a. APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF DECEMBER 16, 2020

Secretary Tami Gaston requested approval amending the minutes to include the arrival time of 4:17 pm to be added behind Trustee Parkhill's name under roll call.

On motion by Trustee Ghilieri, seconded by Trustee Holland, motion which duly carried, the Board approved the minutes of the December 16, 2020, meeting with the noted amendments. All in favor, none opposed.

4) OLD BUSINESS

None

5) NEW BUSINESS

a. PRESENTATION ON LIBRARY ASSISTANCE WITH WASHOE COUNTY COVID-19 CONTRACT TRACING

North Valleys Branch Manager Jonnica Bowen introduced herself and noted her presentation consisted of a couple of slides. She stated that library staff contact tracing consists of more than just students in Washoe County schools and encompasses any student in Washoe County including home schooled students. She explained this is a big initiative requiring a significant amount of training for compliance and confidentiality certification to be completed before actual contact tracing work can begin.

Ms. Bowen provided a brief overview of her current training which is expected of all staff. This included about 6 hours of training followed by shadowing current County contact tracers and that regular shifts are expected to be about 10 hours. She explained the job expectations includes telephonic contact with individuals with confirmed exposure and tracing (and

contacting) others who may have been exposed. As the Library staff is doing this project for Washoe County School District, tracing exposure is limited to students, school staff and families. Staff has found that contact also includes providing information to families that helps them quarantine safely at home. Ms. Bowen stated that contact equipment is provided to tracers who currently can work from home. She said the County is looking to find temporary office space at the complex as another safe place option as this initiative is expected to continue through June 2021. Ms. Bowen stated she believes library staff are uniquely qualified to perform contact tracing tasks as it is similar in nature to the work that librarians do when working as reference library researchers.

Upon questioning by Trustee Holland, Director Scott stated the Library System will try to find a balance which could include reallocation of staff to ensure we are able to meet all commitments should the Library System open to the public for more than Grab and Go Service before the end of the school year in June. He stated that most libraries will open together, but not necessarily North Valleys due to most of the staff working the tracing initiative.

Upon questioning by the Board, Ms. Bowen expanded upon the following:

- Most of the staff of the North Valleys Library have started or will start contact tracing work this week which is why there is no Grab and Go service available at North Valleys and they also do not have a drive-up as do the branches that opened this week. She stated she hopes staff may be able to allocate time to open for some hours once they find their flow in task force work.
- She explained reference librarian research entails asking leading questions or interviewing patrons to determine what the patron is actually seeking when requesting assistance. The communication between the librarian and patron is similar to an interview with an exposed or COVID positive individual as we are seeking deeper information to better assess additional exposures and collect necessary information to keep them and the community safe. She feels this is a natural pairing and feels it will be a good partnership.
- She explained that staff has or will experience a gamut of responses from people contacted due to the nature of the call. She said the goal of each work day is to personally make 6 calls in each shift and that each call is unique and may be extended dependent on various circumstances involved with each individual contacted. She noted that urban library staff regularly interact with individuals that are experiencing hardship in one form or another and their experience and skill is another reason she believes library personnel are uniquely qualified.

Chair Marsh stated she appreciates how the Library System has, again, stepped in to fill an unforeseen community need.

6) REPORTS

a. LIBRARY DIRECTOR'S REPORT TO INCLUDE ADMINISTRATION, COLLABORATIONS, PROGRAMS AND ACTIVITIES

Director Scott started off by thanking Ms. Bowen and her team as well as the other staff members working the tracing task force and noted this shows the flexibility of library staff.

Director Scott touched upon each topic included in the Director's Report included in the Board Packet.

Upon questioning by Chair Marsh, Director Scott stated the Library System will work the delivery and installation of the automated material handlers (AMH) around open hours.

Trustee Parkhill arrived at 4:33pm.

b. MAKER SERVICES PRESENTATION TO INCLUDE UPDATES FROM JULY THROUGH DECEMBER 2020

South Valley's Branch Manager Julie Ullman introduced herself and began with an overview of how Maker Services organically grew over the last couple of years into what it is today and how it serves the Library System and Washoe County patrons. Her detailed history and highlights are included in the Board packet. Current staff member acknowledged specifically in the report include, Library Assistant III Toni McLaughlin, Library Assistant II Jeannie Koster, Library Assistant III Tyna Sloan, and Librarian Mela Garcia. From the creation and dedication of these staff members, Maker Services has created access to 88 tried and true (with more coming) at-home STEAM (Science, Technology, Engineering, Art, Mathematics) activities on a wide array of topics for branch staff to schedule programming around without having to test or recreate. She stated that STEAM activities are included on the weekly newsletters sent to patrons. Ms. Ullman also informed the Board the Library System was gifted eight (8) STEM (Science, Technology, Engineering, Mathematics) kits from provided by Desert Research Institute (DRI) and Nevada State Library and Archives (NSLA).

Upon questioning by Trustee Holland, Ms. Ullman, and Trustee Ghilieri explained that non-Newtonian fluid is an interesting material, not quite liquid and not quite solid and is very popular for sensory activities. Ms. Ullman explained that Ms. McLaughlin and Ms. Koster were the staff members who did the research and are much more knowledgeable on the topic. She offered the opportunity to schedule them into a future Board meeting for their expertise on the Maker Services Spark sheets.

This agenda item included much excitement and positive commentary from the Board to include the suggestion of creating adult STEAM programming.

c. TACCHINO TRUST UPDATE TO INCLUDE EXPENDITURES AND BALANCE

Director Scott noted this report included expenditures for children's books for Northwest Reno and Sparks Libraries. He stated the furniture and carpet has been selected and ordered.

d. BOARD TASK REPORT TO INCLUDE BOARD TASKS TO BE FOLLOWED UP

The Board task report is current with the earliest follow-up in April 2021.

7) STAFF ANNOUNCEMENTS

Youth Services and Library Events Manager Beate Weinert responded to Board reaction regarding a desire to see adult STEAM activities, informing them North Valleys Library had an excellent adult hands on science programming prior to COVID and hopes to see it return in the future.

8) **PUBLIC COMMENT**

None

9) **BOARD COMMENT**

Trustee Ghilieri asked if there was a protocol for vaccination of library staff.

- Director Scott stated Washoe County has been working on a plan for vaccinating county employees, but the rollout has been so uneven, it is hard to predict how it may get passed out.
- Chair Marsh asked Director Scott to provide an update if there is any change at the next Board meeting

Director Scott highlighted the FYI page at the end of the board packet, highlighting the Reno Champions article from thisisreno.com, which provides insight of librarians since the pandemic hit in March 2020.

10) **ADJOURNMENT**

Chair Marsh adjourned the meeting at 5:01 pm.

TO: Washoe County Library Board

FROM: Andrea Tavener, Development and Public Information Officer

RE: Acknowledgement of 1st and 2nd Quarter Fiscal Year 2020-2021 Cash and Non-Cash Donations Received by the Library System Between July 1 and December 31, 2020 for a Combined Total of \$40,962.02 *(updated 2/18/2021 from 2/17/2021 Board Meeting)*

DATE: February 17, 2021

Background: Washoe County Library System receives monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by Library staff and the public and are normally brought to the Board on a quarterly basis.

In this acknowledgment, the list includes the names of donors from July 1, 2020 – December 31, 2020. The attached document identifies all cash donations and grants totaling \$40,962.02 and in-kind support.

As a note of record, the Washoe County Library System closed indefinitely effective March 14, 2020, due to the COVID 19 pandemic. Book drop access opened with limited hours on June 8, 2020, and the Library System offered Express Grab and Go services starting June 15, 2020. The Library System closed again on November 11, 2020, due to COVID and re-opened for limited services on January 19, 2021. All Library events have been provided through a virtual platform since closure in March 2020.

Recommendation: Staff recommends that the Trustees accept the attached report and acknowledge the named library supporters for the 1st and 2nd Quarter of Fiscal Year 2020-2021.

We receive monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by the Library Board of Trustees, staff and the public. The list includes the names of donors from **July 1, 2020 through September 30, 2020**.

Cash Donations: \$ 34,254.00 (updated 2/18/2021 from 2/17/2021 Board Meeting)

- Alec Holland –\$300.00 (SYS)
- CARES Grant - \$21,308 (SYS) (updated 2/18/2021 from 2/17/2021 Board Meeting)
- SGIA Grant - \$12,646 (TS) (updated 2/18/2021 from 2/17/2021 Board Meeting)

Non-Cash Donations

- Nathaniel Benjamin, online exhibit (SYS)
- Nevada Historical Society virtual Lecture presenters (SYS):
 - Linda Burke, 'Early Reno'
 - Carol Coleman, creating the virtual events for WCLS
 - Joyce Cox, 'Washoe County'
 - Sam Macaluso, 'Mining Then and Now'
 - Betsy Morse, 'Before Reno and Sparks'
 - Lorraine Peterson, 'Nevada's First Senator'
 - Marc Ullom, 'Gambling, It's Older Than You Think'
 - Pam Walker, 'Early Reno'

We strive to ensure that our donors and supporters are recognized accurately. If we have inaccurately not listed you, or if a mistake has been made, please let us know so we can correct it. Thank you!

KEY

<i>CC – Children's Coordinator</i>	<i>SYS – <u>Systemwide</u></i>	<i>TECH - Technology</i>
<i>TS – Technical Services</i>	<i>DT- Duncan-Traner</i>	<i>IV – Incline Village</i>
<i>NV – North Valleys</i>	<i>NW – Northwest Reno</i>	<i>RN – Downtown Reno</i>
<i>SC – Senior Center</i>	<i>SO – South Valleys</i>	<i>SP – Sparks</i>
<i>SS – Spanish Springs</i>	<i>SV – Sierra View</i>	<i>VE - Verdi</i>

We receive monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by the Library Board of Trustees, staff and the public. The list includes the names of donors from **October 1, 2020 through December 31, 2020.**

Cash Donations: \$ 6,708.02

- The Hammond Family –\$25.00 (RN)
- Alec Holland –\$500.00 (SYS)
- Jennifer and Gary Lee (through FWCL) – \$5,000.00 (SYS)
- Lynne Liebelt –\$25.00 (SYS)
- Carolyn Misumi – in Memory of Sam Misumi for Senior Center Library \$1,000.00 (SC)
- No Load Fund Investor – \$38.02 (SP)
- Carolina Ramos – \$100.00 (SYS)
- George Stigliano – \$20.00 (SV)

Non-Cash Donations

- Nathaniel Benjamin, online exhibit (SYS)
- Amy Ghilieri, virtual pop card program (SYS)
- Luke Lippincott, Spanish Springs Construction (SS)
- Jane Lufkin, Virtual Gallery Artist (SYS)
- Nicholas Thomas for 3D Printer bed surface and glue (IV)
- Virginia Patten Political Campaign Buttons in memory of Dorman Patten
- Paws 4 Love/Paws 2 Read, Vicki Taylor virtual program (SYS)
- Nevada Historical Society virtual Lecture Series (SYS):
 - Jim Bonar– NHS High Noon: Shootout with Neal Cobb
 - Neil Brooks – NHS High Noon: Shootout with Neal Cobb
 - Neal Cobb – NHS High Noon: Shootout with Neal Cobb
 - Joyce Cox – NHS High Noon: Shootout with Neal Cobb
 - Michael Fischer – NHS High Noon: Shootout with Neal Cobb
 - SherylN L. Hayes-Zorn – NHS High Noon: Shootout with Neal Cobb
 - Loren Jahn – NHS High Noon: Shootout with Neal Cobb
 - Sam Macalusa – NHS High Noon: Shootout with Neal Cobb
 - Frank X. Muller, Jr. – NHS High Noon: Shootout with Neal Cobb
- Historic Reno Preservation Society virtual Speaker presenters (HRPS) (SYS):
 - Carol Coleman
 - Debbie Hinman, Alice Ramsey's Journey
 - Sharon Honig-Bear, Taste of History
 - Betsy Morse, Before Reno and Sparks
 - Geoff Schumacher, Howard Hughes
 - Heidi Swank, Rural Nevada Projects
 - Jerry Wager, ALSOS History

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<i>SC – Senior Center</i>	<i>SO – South Valleys</i>	<i>SP – Sparks</i>
<i>SS – Spanish Springs</i>	<i>SV – Sierra View</i>	<i>VE - Verdi</i>

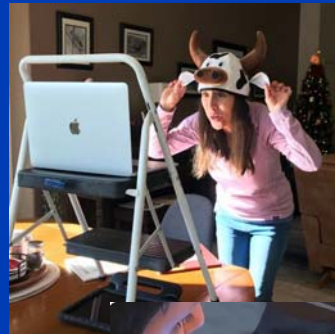
Washoe County Library System Response to COVID-19

1

Library Closure March 2020

Virtual Services Enhanced

- ▶ Virtual story time
- ▶ Virtual reference
- ▶ Virtual programs and events
- ▶ Enhancement of databases, digital magazines, e-books, and downloadable audiobooks
- ▶ Digital library cards
- ▶ School digital cards



2

Physical Services Plan April 2020

Dedicated to a Safe Reopening

- ▶ Reopening plan based on Governor Sisolak's guidelines.
- ▶ Limits to operational ability
 - ▶ Previous recession cuts
 - ▶ Hiring Freeze
 - ▶ Lost 11 positions
 - ▶ Vulnerable Library staff
 - ▶ Unable to meet many safety guidelines
 - ▶ Reduce number of people in building and exiting people



**WE'RE
COMMITTED
TO A SAFE
REOPENING**

PLEASE REVIEW OUR PHASED PLAN

3

Library Core Services May 2020

Determining Safe Services

- ▶ Access to books: 15 minutes or less
- ▶ Access to Internet: 2 hours or more
- ▶ Access to space and meeting rooms: All Day
- ▶ Began to develop hold pick-up service using drive through windows and meeting rooms



4

Safety Protocols May 2020

Keeping Staff Safe

- ▶ REALM STUDY: Infection spread on shared books
- ▶ Purchase of Personal Protective Equipment, masks, gloves, face shields, hand sanitizer and Clorox wipes.



5

Grab and Go Services June 2020

Hold Pick-up Begins

- ▶ Drive Through
- ▶ Grab-and-Go
 - ▶ June until mid-November 2020
- ▶ Early Voting



#LibrariansAtWork
SIERRA VIEW LIBRARY



Maya & Michelle are shelving many carts of holds for grab-and-go pickup.

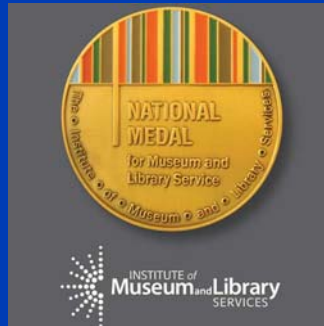


6

2020 Accomplishments

Ongoing Projects

- ▶ Sparks and Northwest Libraries Renovation
- ▶ Six Automated Materials Handlers (CARES funding)
- ▶ Jail Library Services Funded (LSTA Grant)
- ▶ Purchased PPE for staff
- ▶ Developed virtual and in-person services during a Global Pandemic and kept staff and community safe.
- ▶ Nominated for a IMLS Gold Medal by Senator Cortez-Masto



7

2021 Plans

Moving Forward

- ▶ Continue to work towards reopening
- ▶ Continue to assist Health District to keep COVID numbers down by tracing
- ▶ Renovation of Sparks and Northwest Reno Libraries
- ▶ Installation of Six Automated Materials Handlers at: Downtown Reno, Incline Village, Northwest Reno, North Valleys, Sierra View, and Spanish Springs.
- ▶ Develop Five Year Strategic Plan including Tax Renewal for 2024
- ▶ Continue to develop plans for new North Valleys Library
- ▶ Work on renovation plans for Sierra View library
- ▶ Further Assist with Vulnerable Population Strategic Initiative

8

2021 Needs

Acceleration of Library Reopening

- ▶ Cases continue to trend downward
- ▶ Vaccinations increase
- ▶ Library Staff positions unfrozen
 - ▶ 11 FTE: \$600,000
- ▶ Library Staff Vaccinations



WASHOE COUNTY LIBRARY SYSTEM

• YOUTH SERVICES & LIBRARY EVENTS •

NOVEMBER ♦ DECEMBER ♦ JANUARY 2020/2021

National Cookie Day
Favorite Family Cookies



VIRTUAL EVENTS

- Crafternoon
- Jammies & Jingles
- Holiday Craftaploozza
- Pop-Up Cards with Amy
- Favorite Family Cookies
- Repurposed Wrapping Paper Project

Pop-Up Cards with Amy



VIRTUAL OUTREACHES



- Classroom Visits
- Reno Alliance for Free Tutoring
- WCSD Family Literacy Clubs
- WCSD Parent University
- WCSD Teachers



RESOURCE SHEETS

- ▶ [Early Childhood](#)
- ▶ [Elementary](#)
- ▶ [Middle & High School](#)

CLICKABLE & PRINTABLE

TEEN SERVICES

CONNECT, EXPLORE, INSPIRE!



- Teen Advisory Group
- Teen Events
- Community Connections



SUMMER READING CHALLENGE 2021

PLANNING & IMPLEMENTATION

PARTNERSHIPS

- ▶ Nevada State Library, Archives & Public Records
- ▶ Northern Nevada Reading Coalition
- ▶ PBS Reno
- ▶ Washoe County School District
 - Michael Inskeep Elementary School



PICTURE BOOK STAFF PICKS

ALL OF THE BOOKS



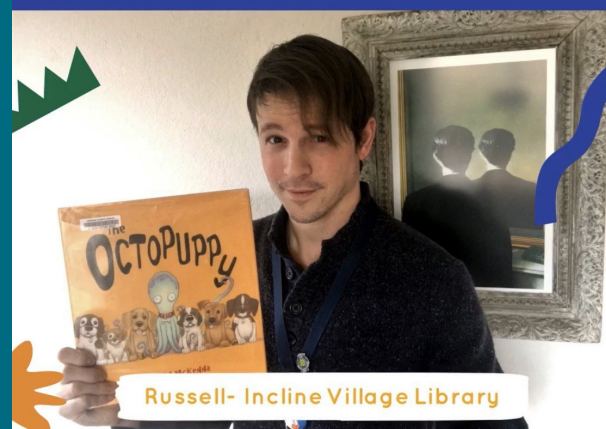
Lysa - Northwest Reno Library

SOCIAL MEDIA Picture Book



PICTURE BOOK STAFF PICKS

THE OCTOPUPPY BY MARTIN MCKENNA



Russell- Incline Village Library

Connect, Gather, Explore

WASHOE COUNTY LIBRARY SYSTEM washoecountylibrary.us



TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Tacchino Trust Expenditure Update
DATE: February 17, 2021

Background: The Library Board of Trustees receives regular monthly updates regarding the status of expenditures from the Tacchino Trust bequeathment to the Washoe County Library System.

Northwest Reno Tacchino funds had no expenditures for the month of January 2021.

Sparks Tacchino funds had no expenditures for the month of January 2021

To date, Tacchino Trust funds has expended a total of \$205,030.57 with \$108,147.03 of those funds spent on Children's Materials.

The total Tacchino Trust funds available the beginning of February 2021 is \$401,219.43.

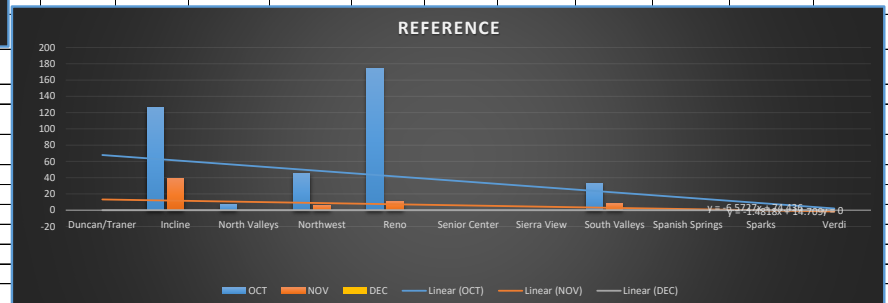
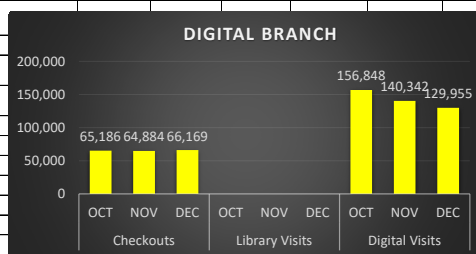
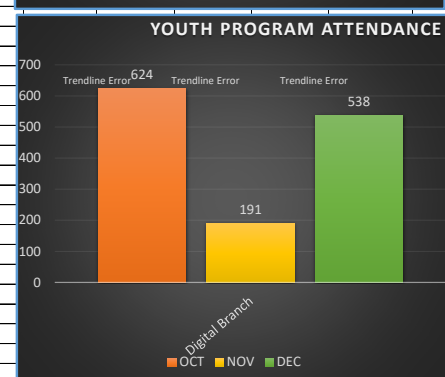
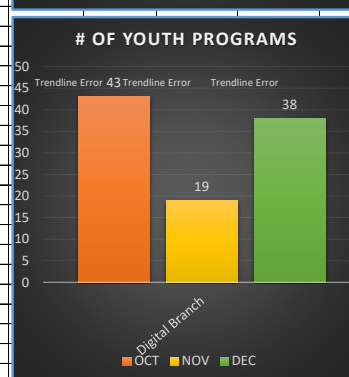
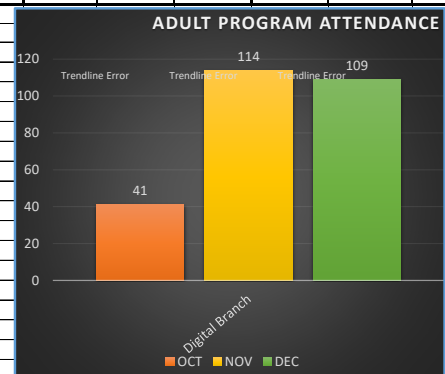
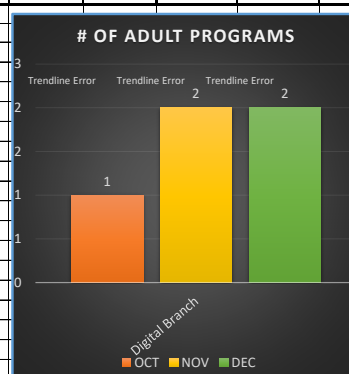
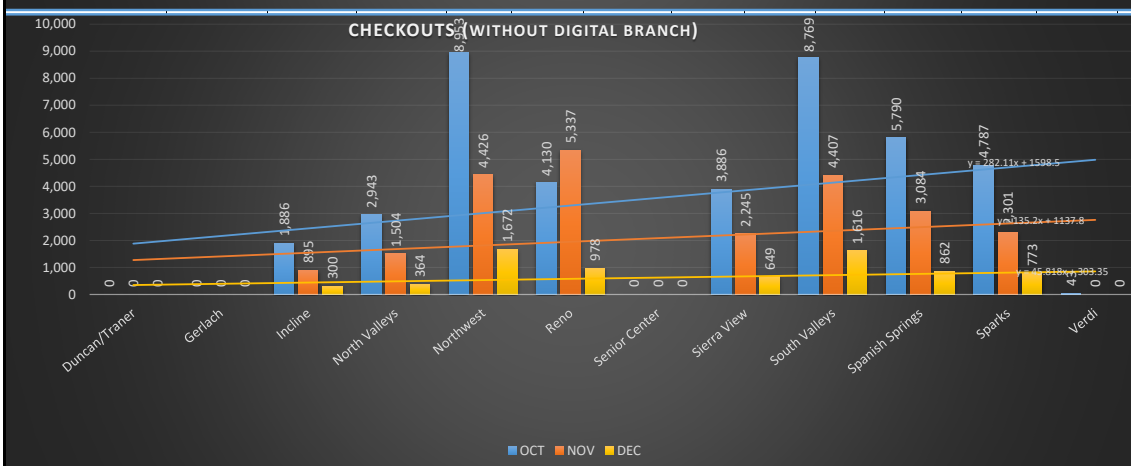
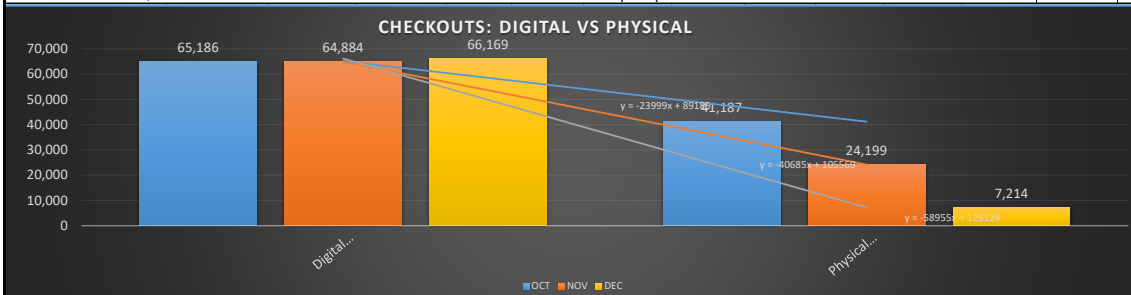
Recommendation and Suggested Motion: This agenda item is informational and does not require any action.

Washoe County Library System
Wants Residents to Know Their Community

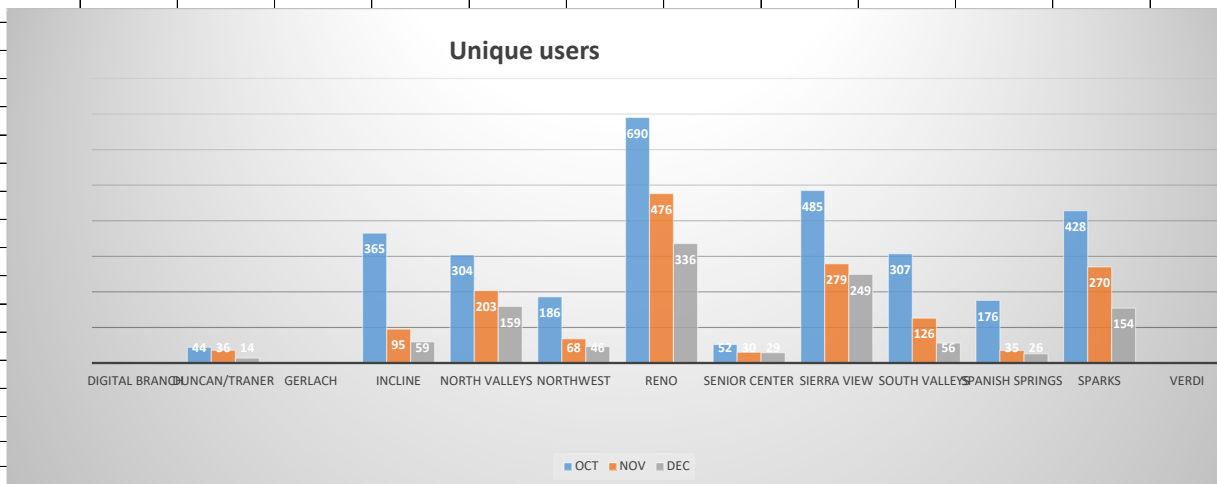
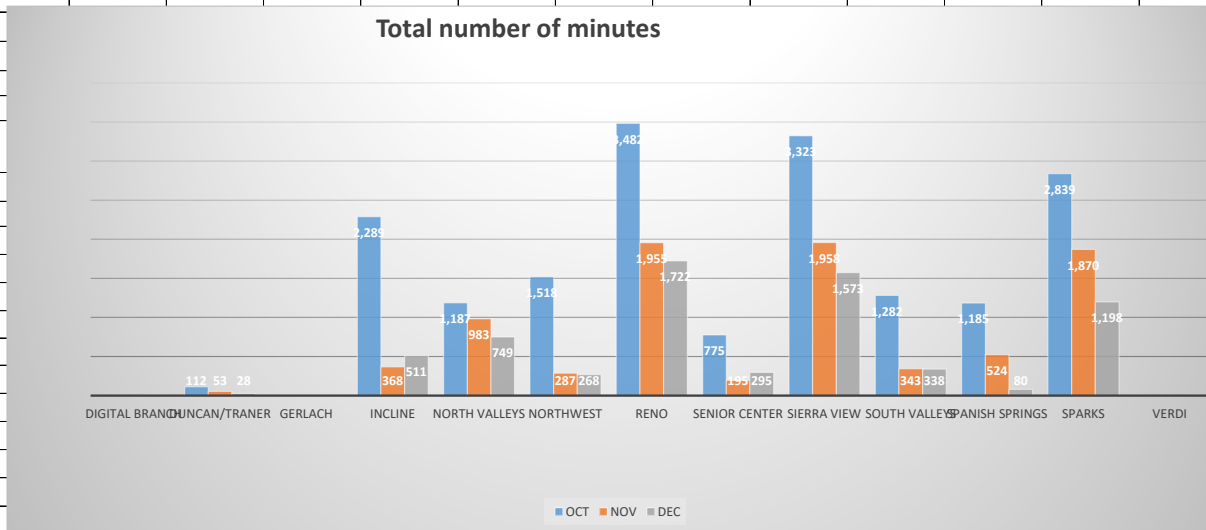
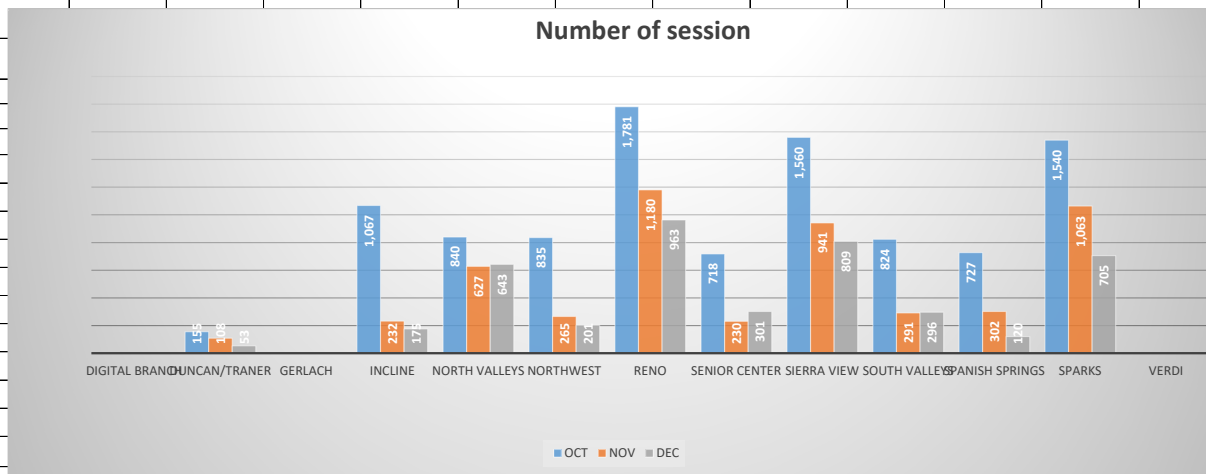


FY 20/21 First Quarter	Checkouts			Reference			Library Visits			Digital Visits			# of Programs			Program Attendance			# of Programs			Program Attendance		
	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	Adult			Adult			Youth			Youth		
													OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC
BRANCH ACTIVITY	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC	OCT	NOV	DEC
Digital Branch	65,186	64,884	66,169	626	473	209				156,848	140,342	129,955	1	2	2	41	114	109	43	19	38	624	191	538
Duncan/Traner	0	0	0	0	0	0							0	0	0	0	0	0	0	0	0	0	0	0
Gerlach	0	0	0	0	0	0																		
Incline	1,886	895	300	126	39	0	365	122					0	0	0	0	0	0	0	0	0	0	0	0
North Valleys	2,943	1,504	364	7	0	0	1,095						0	0	0	0	0	0	0	0	0	0	0	0
Northwest	8,953	4,426	1,672	45	6	0	15,342	58	61				0	0	0	0	0	0	0	0	0	0	0	0
Reno	4,130	5,337	978	174	11	0	5,155	1,531	87				0	0	0	0	0	0	0	0	0	0	0	0
Senior Center	0	0	0	0	0	0							0	0	0	0	0	0	0	0	0	0	0	0
Sierra View	3,886	2,245	649	0	0	0	738						0	0	0	0	0	0	0	0	0	0	0	0
South Valleys	8,769	4,407	1,616	33	8	0	1,345	569	213				0	0	0	0	0	0	0	0	0	0	0	0
Spanish Springs	5,790	3,084	862	0	0	0	3,159	1,187	18				0	0	0	0	0	0	0	0	0	0	0	0
Sparks	4,787	2,301	773	0	0	0	1,982	906	202				0	0	0	0	0	0	0	0	0	0	0	0
Verdi	43	0	0	0	0	0							0	0	0	0	0	0	0	0	0	0	0	0
Total:	106,373	89,083	73,383	1,011	537	209	29,181	4,373	581	156,848	140,342	129,955	1	2	2	41	114	109	43	19	38	624	191	538

Physical checkouts 41,187 24,199 7,214
 Note: Due to COVID, libraries remain closed but Grab and Go services were started to allow pickup of holds. No outreaches have been conducted.



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



2ND QUARTER FINANCIAL REPORT

October 1 - December 31, 2020

FWCL ALLOCATION GIFT FUND BALANCES			<i>FWCL Allocations are provided annually between Nov and Jan dependent upon yearly book sales totals</i>								
		10/1/2020	Donations			Donation	Expenditures			Expenses	Difference
			OCTOBER	NOVEMBER	DECEMBER	July	OCTOBER	NOVEMBER	DECEMBER	Total	Balance
Friends Allocation 2020	\$ 50,000.00										
Friends Carryover	\$ 56,696.60										
TOTAL ALL FRIENDS	\$ 106,696.60										
TECH:Technology (38%)											
Carryover	\$ 28,709.19										
2020 Allocation											
TOTAL START	\$ 28,709.19										
Expenses prior to Current Qtr											
Makerspace Supplies			\$ -	\$ -	\$ -	\$ -		\$ 264.00		\$ 264.00	
Tech Supplies			\$ -	\$ -	\$ 19,000.00					\$ -	
System Office OTHER		See Schedule B									
Totals			\$ -	\$ -	\$ 19,000.00		\$ -	\$ 264.00	\$ -		
	\$ 28,709.19									\$ 264.00	\$ 47,445.19
TS:Materials (32%)											
Carryover	\$ 20,290.50		Technical Services Material Budget encompasses all Friends of Washoe County Library Allocations and donations to Gift Funds for materials for all Library Branches. Friends allocations are generally expended between the months of May and July each year when County expenditures cease between fiscal budget years.								
2020 Allocation	\$ 32,000.00										
TOTAL START	\$ 52,290.50										
Programs (9%)											
Carryover	\$ 7,732.64										
2020 Allocation											
TOTAL START	\$ 7,732.64										
Expenses prior to Current Qtr	\$ -										
Programs Payments			\$ -		\$ 4,500.00	\$ 4,500.00				\$ -	
Totals			\$ -	\$ -	\$ 4,500.00		\$ -	\$ -	\$ -		
	\$ 7,732.64					\$ 4,500.00				\$ -	\$ 12,232.64
Marketing (7%)											
Carryover	\$ 10,191.14										
2020 Allocation											
TOTAL START	\$ 10,191.14										
Expenses prior to Current Qtr	\$ 1,744.63										
Program Supplies						\$ -				\$ -	
Social Media/Subscriptions						\$ -				\$ -	
SWAG						\$ -				\$ -	
Operating Supplies					\$ 3,500.00	\$ 3,500.00				\$ -	
Totals			\$ -	\$ -	\$ 3,500.00		\$ -	\$ -	\$ -		
	\$ 10,191.14					\$ 3,500.00				\$ -	\$ 13,691.14
FRIENDS SUBTOTAL	\$ 46,632.97	<i>TS Not Inc.</i>								\$ 264.00	\$ 73,368.97

2ND QUARTER FINANCIAL REPORT

October 1 - December 31, 2020

ITEM 6e

FWCL ALLOCATION GIFT FUND BALANCES			<i>FWCL Allocation are provided annually between Nov and Jan dependent upon yearly book sales totals</i>								
		10/1/2020	Donations			Donation	Expenditures			Expenses	Ending Balance
			OCTOBER	NOVEMBER	DECEMBER		OCTOBER	NOVEMBER	DECEMBER	Total	
*Training (6%)											
Carryover	\$	1,970.30									
2020 Allocation											
TOTAL START	\$	1,970.30									
Expenses prior	\$	2,000.00									
Donation					\$ 3,000.00	\$ 3,000.00				\$ -	\$ -
Training						\$ -				\$ -	
Totals			\$ -	\$ -	\$ 3,000.00		\$ -	\$ -	\$ -		
	\$	1,970.30				\$ 3,000.00				\$ -	\$ 4,970.30
CC: *SRP Books (8%)											
Carryover	\$	8,093.33									
2020 Allocation											
TOTAL START	\$	8,093.33									
Books	\$	8,093.33		\$ -	\$ 4,000.00	\$ 4,000.00				\$ -	\$ 12,093.33
SRP/Childrens OTHER		See Schedule B									
Totals			\$ -	\$ -	\$ 4,000.00		\$ -	\$ -	\$ -		
FRIENDS SUBTOTAL	\$	56,696.60								\$ 264.00	\$ 90,432.60
SCHEDULE B "Branches" that accumulate FWCL Allocations AND Donations that all combine into one account for expenditures											
		10/1/2020	Donations			Donation	Expenditures			Expenses	Ending Balance
			OCTOBER	NOVEMBER	DECEMBER	Total	OCTOBER	NOVEMBER	DECEMBER	Total	
(CC)CHILDREN'S Coordinator											
ERWIN	\$	500.00		\$ -		\$ -	\$ -			\$ -	\$ 500.00
Totals	\$	-		\$ -	\$ -	\$ -	\$ -			\$ -	\$ -
(TS) TECH SERVICE											
MATERIALS (INCLUDES FWCL)	\$	79,053.05	\$ 5,100.00	\$ 1,000.00	\$ 23,064.31	\$ 29,164.31	\$ 85.43			\$ 85.43	\$ 78,542.12
GMAGS (PERIODICALS)	\$	61.11				\$ -				\$ -	\$ -
READING CAMPAIGN	\$	29,960.99				\$ -				\$ -	\$ 29,960.99
Totals			\$ 5,100.00	\$ 1,000.00	\$ 23,064.31		\$ 85.43	\$ -	\$ -		
(TECH) SYSTEMS OFFICE											
Totals	\$	136.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136.44
TOTAL SCHED B	\$	80,121.78								\$ 85.43	\$ 109,200.66
FRIENDS TOTAL	\$	136,818.38								\$ 85.43	\$ 199,633.26

2ND QUARTER FINANCIAL REPORT

October 1 - December 31, 2020

BRANCH GIFT FUND TOTALS		<i>Gift Funds are not maintained on any cycle, but on a continuous basis, until fully expended</i>									
	Beginning Balance	Beginning Balance	Donations			Donation	Expenditures			Expenses	Ending Balance
		10/1/2020	OCTOBER	NOVEMBER	DECEMBER	Total	OCTOBER	NOVEMBER	DECEMBER	Total	
(SYS) SYSTEMWIDE	\$ 439,553.25										
UN-DESIGNATED		\$ 3,312.96	\$ 100.00	\$ 100.00	\$ 12,646.00	\$ 12,846.00	\$ -		\$ 5,502.01	\$ 5,502.01	\$ 10,656.95
BOOK BAG SALES		\$ 2,097.50				\$ -				\$ -	\$ 2,097.50
DISTRICT 3		\$ 500.00				\$ -				\$ -	\$ 500.00
HEADPHONE SALES		\$ 2,359.00				\$ -				\$ -	\$ 2,359.00
FWCL HOLDING		\$ 728.39				\$ -				\$ -	\$ 728.39
INTEREST		\$ 13,867.41	\$ 978.78	\$ 594.82	\$ 613.25	\$ 2,186.85				\$ -	\$ 16,054.26
TACCHINO		\$ 218,367.28				\$ -				\$ -	
FURN, FIX & EQUIP		\$ 218,367.28				\$ -				\$ -	
MATERIALS		\$ 200,000.00				\$ -	\$ 7,182.31	\$ 965.54		\$ 8,147.85	
TACCHINO TOTAL						\$ -					\$ 410,219.43
WHYMAN (BOOK PAGES)		\$ 1,800.00				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800.00
Totals			\$ 1,078.78	\$ 694.82	\$ 13,259.25		\$ 7,182.31	\$ 965.54	\$ 5,502.01		
(RN) DOWNTOWN	\$ 5,206.44										
UN-DESIGNATED		\$ 2,166.53		\$ 25.00		\$ 25.00			\$ 85.95	\$ 85.95	\$ 2,105.58
BENNETT		\$ 3,039.91				\$ -				\$ -	\$ 3,039.91
Totals			\$ -	\$ 25.00	\$ -		\$ -	\$ -	\$ 85.95		
(DT) DUNCAN/TRA	\$ 1,544.58										
UN-DESIGNATED		\$ 659.33		\$ -	\$ -	\$ -				\$ -	\$ 659.33
BERKBIGLER		\$ 885.25	\$ -	\$ -	\$ -	\$ -				\$ -	\$ 885.25
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
(IV) INCLINE VILLA	\$ 10,018.95										
UN-DESIGNATED		\$ 6,245.44				\$ -	\$ 34.04	\$ 94.97	\$ 124.01	\$ 253.02	\$ 5,992.42
ROSENBERG		\$ 100.00				\$ -				\$ -	\$ 100.00
SMALLWOOD		\$ 3,673.51				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,673.51
Totals			\$ -	\$ -	\$ -		\$ 34.04	\$ 94.97	\$ 124.01		
(NV) NORTH VALLE	\$ 4,942.26										
UN-DESIGNATED		\$ 2,036.99				\$ -				\$ -	\$ 2,036.99
WEBER		\$ 1,800.00				\$ -				\$ -	\$ 1,800.00
HYDRATION STATION		\$ 1,069.87								\$ -	\$ 1,069.87
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
(NW) NORTHWEST	\$ 5,051.59										
UN-DESIGNATED		\$ 4,636.42				\$ -				\$ -	\$ 4,636.42
GALLERY		\$ 60.58				\$ -			\$ -	\$ -	\$ 60.58
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		

2ND QUARTER FINANCIAL REPORT

October 1 - December 31, 2020

BRANCH GIFT FUND TOTALS											
<i>Gift Funds are not maintained on any cycle, but on a continuous basis, until fully expended</i>											
	Beginning Balance	Beginning Balance 10/1/2020	Donations			Total	Expenditures			Total	Ending Balance
			OCTOBER	NOVEMBER	DECEMBER		OCTOBER	NOVEMBER	DECEMBER		
(SC) SENIOR CENTE	\$ 1,045.55										
UN-DESIGNATED	\$ 1,045.55				\$ -	\$ -			\$ -	\$ 1,045.55	
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
(SV) SIERRA VIEW	\$ 7,840.43										
UN-DESIGNATED	\$ 7,840.43				\$ -				\$ -	\$ 7,840.43	
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
(SO) SOUTH VALLE	\$ 19,804.54										
UN-DESIGNATED	\$ 14,385.60				\$ -			\$ 56.09	\$ 56.09	\$ 14,329.51	
GALLERY	\$ 486.79				\$ -				\$ -	\$ 486.79	
STEAM	\$ 4,725.08				\$ -				\$ -	\$ 4,725.08	
Totals			\$ -	\$ -	\$ -		\$ -	\$ 56.09	\$ 56.09		
(SS) SPANISH SPRIN	\$ 16,438.70										
UN-DESIGNATED	\$ 13,792.29				\$ -	\$ 69.69		\$ 141.45	\$ 211.14	\$ 13,581.15	
KERMOADE	\$ 58.39				\$ -				\$ -	\$ 58.39	
HARTUNG	\$ 2,500.00				\$ -				\$ -	\$ 2,500.00	
Totals			\$ -	\$ -	\$ -		\$ 69.69	\$ 141.45	\$ 211.14	\$ -	
(SP) SPARKS	\$ 21,057.79										
UN-DESIGNATED	\$ 21,057.79		\$ 38.02		\$ 38.02				\$ -	\$ 21,095.81	
Totals			\$ 38.02	\$ -	\$ -		\$ -	\$ -	\$ -		
(VE) VERDI	\$ 304.28										
UN-DESIGNATED	\$ 304.28		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 304.28	
Totals			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		
ANCH GIFT TOTALS:		\$ 798,074.85	\$ 1,116.80	\$ 719.82	\$ 13,259.25	\$ 15,095.87	\$ 7,286.04	\$ 1,060.51	\$ 5,909.51	\$ 14,256.06	\$ 536,442.38
Highlighted cells above are for a Grant that was received before going to BCC. Will remove in January.											
GRAND TOTAL GIFT FUNDS											\$ 736,075.64

LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6F

FY2019/20

DATE ASSIGNED	TRUSTEE	TASK / AGENDA ITEM REQUESTED	ANTICIPATED COMPLETION	DATE COMPLETED
10/21/2020	Parkhill	Follow up to fine free policy changes for review – December 2020 meeting included extension of 3 months	January 2021 April 2021	
9/18/19	Chair Holland	Regular updates on Library progress towards 2024 Tax Initiative – From June 2020: need to start messaging by November 2021, after getting a sustainable plan from CDC on how to keep services safe	To be determined November 2021	
9/18/19	Vice Chair Marsh	Created Adhoc committee consisting of herself and Trustee Parkhill to determine metric in which Library Director should be evaluation upon to present for recommendation. From June 2020: plan to address at physical meeting after reopening in Phase IV of State Reopening Plan	October November 2019 Feb 2020 by June 2020 – CLOSED COVID – TBD for next physical Board meeting	