



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, APRIL 20, 2016
3:30 P.M.**

**Northwest Reno Library
2325 Robb Drive
Reno, NV 89523**

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) [Convene in Art Gallery area] Recognition of Library Volunteers Receiving a 2015 President's Volunteer Service Award
- 3) [Reconvene in Meeting Room] 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.
- 4) Approval of Meeting Minutes
 - a. *For Possible Action:* Approval of Minutes from the Library Board Meeting of March 16, 2016
- 5) Old Business - None
- 6) New Business
 - a. *For Possible Action:* Acknowledgement of Donations Made Between January 1 and March 31, 2016
 - b. *For Possible Action:* Approval of Suspension Policy
 - c. *For Possible Action:* Approval of Delayed Opening of Public Hours on In-Service Days of May 19, August 18, December 15, and February 16
- 7) Reports
 - a. Library Director's Presentation to Include System Programs and Activities, and Friends Report
 - b. Northwest Library Programs, Activities and Operations
 - c. Financial Statements to Include the Monthly Expenditure Comparison and Gift Fund Balances
 - d. Director-Approved Undesignated Gift Fund Expenditures Between 01/01/16 and 03/31/16
 - e. Monthly Library Usage
- 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

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, MARCH 16, 2016**

The Board met in regular session at the Downtown Reno Library, 301 S. Center Street, Reno, Nevada.

Chair Stoess called the meeting to order at 4:00 p.m.

1) ROLL CALL

Board Members Present: Wendy Alderman, Zanny Marsh (via telephone), Sara Sattler, Al Stoess, and Derek Wilson

County Staff Present: Assistant District Attorney Dania Reid

Public Present: Mary Jones, Dan Erwine

2) PUBLIC COMMENT

No public comment

3) APPROVAL OF MEETING MINUTES

On motion by Trustee Wilson, seconded by Trustee Alderman, which motion duly carried, the Board approved the meeting minutes from the Library Board Meeting of February 17, 2016. All in favor, none opposed.

4) OLD BUSINESS

a) REVIEW AND APPROVE BUDGET FOR WCLS STRATEGIC COMMUNICATION PLAN FOR TOTAL OF \$5,603.12

Director Scott reviewed the WCLS Strategic Communication Plan cost breakdown provided in Staff report, recommending the Board approve up to the full amount of \$5,603.12 to implement the plan.

Upon questioning by the Board, Director Scott clarified the following:

- The journalism UNR students adopted the WCLS as a project and the presentation was the first presentation. The raw data was not provided by the Journalism team for the survey results as would have been from a vendor.
- Most of those polled from Generation Y in the survey showed to use Instagram where most from Generation X did not. The Library System plans on focusing on the four audiences presented at the Board meeting on February 17, 2016, and move forward as able. As implementing this plan requires staff, the Library should be able to begin providing some results in the Fall 2016; however, the Board will not likely see fruition until Spring 2017.

On motion by Trustee Wilson, seconded by Trustee Alderman, which motion duly carried, the Board approved payment up to \$5,603.12 from System Administration Gift Funds to implement the WCLS Communication Plan. All in favor, none opposed.

5) NEW BUSINESS

a) REVIEW AND APPROVE ABOVE BASE BUDGET REQUEST TO WASHOE COUNTY IN THE AMOUNT OF \$100,000.00 FOR COLLECTION DEVELOPMENT

Director Scott provided a PowerPoint presentation referencing an overview of Washoe County Library Budget. He noted the intent of the Library to request an above base budget amount of \$100,000.00 to meet the goal set forth by the Library Board of Trustees from August 2015 to expend 10% of the library's budget on Collection Development one-year early as well as implementing changes to line item accounts that will result in reallocation of funds.

On motion by Trustee Alderman, seconded by Trustee Marsh, the Board approved the Library Directors recommendation to submit an above base request of \$100,000 to the Board of County Commissioners. All in favor, none opposed.

6) REPORTS

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

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

Upon questioning by the Board, Director Scott clarified the following:

- Outreach: "30,000,000 Word Deficit" is an outreach to work on getting children to read/hear 30,000,000 words before they start school. Studies have shown that children not exposed to reading and being read to lead to some deficits in the child's educational success.
- Statistics: Computer use statistics correlate to library provided computers, not personal devices.
- Program Attendance: As noted by Trustee Wilson, Sierra View Library program attendance is still low in a service area that has been marked as the highest unreached potential. Director Scott and Managing Librarian John Crockett are working together to increase contact and budget in this service area.

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

The Library Board reviewed the information submitted in the packet.

c) MONTHLY LIBRARY USAGE

The Library Board reviewed the information submitted in the packet.

7) PUBLIC COMMENT

John Crockett, Sierra View Managing Librarian, informed the Board that Sierra View programming now includes Bilingual Storytime twice a month and will be starting a Bilingual Toddlertime next month. He briefly mentioned other programs including weekly youth programs, Legos and Family nights.

8) BOARD COMMENT

No Board comment.

9) ADJOURNMENT

Chair Stoess adjourned the meeting at 4:38 p.m.

TO: Library Board of Trustees
FROM: Jennifer Oliver, Development and Public Information
RE: Acknowledgment of Donations Made Between January 1 and March 31, 2016
DATE: April 20, 2016

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 January 1 – March 31, 2016. The attached document identifies all cash donations and grants totaling \$ 179,834.21 and in-kind support.

Recommendation: Staff recommends that the Trustees accept the attached report and acknowledge the named library supporters for the third quarter of Fiscal Year 2015-2016.

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 January 1, 2016 through March 31, 2016

Cash Donations: \$ 25,634.21

- Anonymous
- Commissioner Marsha Berkgigler
- George Foster
- Friends of Washoe County Library
- Commissioner Vaughn Hartung
- Commissioner Bob Lucey
- Smallwood Family Trust
- JoD Davison
- Kathryn Stark

Grants Received: \$ 154,200

- Friends of Washoe County Library
- Kinder Morgan Foundation
- Second Century Endowment Fund
- Umpqua Bank
- Whyman Family Fund

Non-Cash Donations

- Anonymous

Non-Cash Donations-Free Programs

- Elizabeth Busch Letourneau
- Robert Callaghan, Harmonocity.com
- Beverly Colgan
- Historic Reno Preservation Society
- Anthony Jacobs
- Nadia Noel
- Jamie Roice-Gomes
- Steinway Piano
- Angel Vathayanon, Reno Tahoe Rescue Society

Amazon Wish List

- Anonymous
- Peter Breen
- Lauren Flores
- Genine Franklin-Clark
- Frank Guida
- Heather
- Kurt Honey Hoyer
- Mary Anne Jones
- Steven E. Kane
- Zeth Macy
- Laura Marineau
- Toni F. McLaughlin
- Eric J. Meagher
- Lourdes Nunez
- Ellen Onyeagolu
- Lisa M. Opfer
- Rheals
- Joanna Roberts
- Julia Ruano
- Anita Rubio
- Bonnie Schairer
- Valzora Spriggs
- Nicholas Stathes
- Shari Thompson
- Tina
- Paul S. Tobis
- Amy Morris Trehal
- Katherine A. Tresidder
- Diana & Adam Welmierink
- Myrn A. Wiebe
- Steven Wollnick
- Tracy Young

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!

TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Approval of Suspension Policy
DATE: April 20, 2016

Background: The Policy Review and Leadership Teams recommend approval to the revisions completed to the Suspension Policy. The word "Patron" was removed from the policy title and throughout the document, the verbiage was streamlined and bullets were incorporated for quick reference. Key changes are as follows:

- Shortened the preamble
- Removed the ambiguity of "judgement and discretion" to increase consistency system wide
- Clarified the reporting process and required information
- Clarified the appeals process and updated position names to current terminology (Assistant Library Director as opposed to Senior Public Services Librarian)

Recommendation and Suggested Motion: Approve the Suspension Policy, effective April 21, 2016.

~~PATRON~~ SUSPENSION POLICY

Suspension of Library ~~patrons~~ privileges is an option used when ~~patrons~~ users exhibit or engage in behavior that violates ~~the Patron Conduct~~ any Library Policy, City or County Ordinance, or State Law. ~~This option is used infrequently as most patrons respond to requests for compliance, and our librarians use this procedure as a last resort measure. There is, however, a small but disturbing class of patron that exhibits extremely aggressive, discourteous and assaultive behavior. It is, therefore, sometimes necessary to suspend library privileges in these confrontative situations.~~

- Incident reports will be completed as soon as possible after the incident and filed with Library Administration. The report may be mailed or delivered at the next opportunity
- Library staff will ~~exercise~~ indicate the applicable information in the incident report including, but not limited to: their judgment and discretion to suspend a patron's library privileges for a period up to 30 days for violation of the Patron Conduct Policy.
 - Violation of Library Policy, City or County Ordinance, or State Law
 - Law Enforcement involvement
 - User name (if known) and physical description
 - Length of suspension
 - Building suspension (system-wide or branch specific)
 - Borrowing privilege suspension
 - Computer access suspension
 - Method of user notification
- Acts of aggression or verbal threats or behaviors that require the presence of law enforcement will result in suspension from all Washoe County Libraries. System-wide suspensions will be forwarded to Library Leadership Team.
- ~~Library staff will further exercise their judgment and discretion to suspend a patron's library privileges for a period of up to one year, depending upon the seriousness and frequency of the infraction(s).~~
- Patrons have the R right to appeal:
 - W within 10 days, any action by a staff member may be appealed by r by contacting Washoe County Library Administration.
 - The first appeal shall be made to the Assistant ociate Library Director. r Programs and Services, followed by
 - A a second possible appeal to may be made to the Library Director.
 - ~~A~~ , then a third and final appeal to may be to the Library Board of Trustees. The decision of the Library Board of Trustees is final.
 - Failure ~~by a patron~~ to file an appeal within 10 days of the suspension, or within 10 days of a first and/or second appeal decision, will be considered a waiver of the right to appeal.

APPROVED: March 19, 2003

REVISED: July 18, 2007

REVISED: April 21, 2016



SUSPENSION POLICY

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 - Borrowing privilege suspension
 - Computer access suspension
 - Method of user notification
- Acts of aggression or verbal threats or behaviors that require the presence of law enforcement will result in suspension from all Washoe County Libraries. System-wide suspensions will be forwarded to Library Leadership Team.
- Right to appeal;
 - Within 10 days, any action by a staff member may be appealed by contacting Washoe County Library Administration.
 - The first appeal shall be made to the Assistant Library Director
 - A second possible appeal may be made to the Library Director.
 - A third and final appeal may be made to the Library Board of Trustees. The decision of the Library Board of Trustees is final.
 - Failure to file an appeal within 10 days of the suspension, or within 10 days of a first and/or second appeal decision, will be considered a waiver of the right to appeal.

APPROVED: March 19, 2003

REVISED: July 18, 2007

REVISED: April 21, 2016

TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Approval of Delayed Opening of Public Hours on In-Service Days of May 19, August 18, December 15, and February 16
DATE: April 20, 2016

Background: To foster better communication within the Library System and to facilitate improved service to the community, Library Administration has designated the following dates for ½ day In-service training for all Library Staff:

- Tuesday, May 19, 2016
- Thursday, August 18, 2016
- Thursday, December 15, 2016
- Thursday, February 16, 2017 -

In-service training hours will be held in the mornings of the dates above. To allow for staff attendance, the Library is requesting Board approval to open all libraries to the public at 2 pm.

Recommendation and Suggested Motion: Approve all Libraries to open at 2 pm on May 19, August 18, December 15 and February 16 (2017).



Washoe County Library System Monthly Report

March 2016

Connect

Gather

Explore

Friends of the Washoe County Library

- Gerlach Community Library hosted April 6, 2016 meeting
- March book sale raised \$17,757.
- Between January and March, Secondhand Prose has raised \$2,554.
- May Book Sale @ Reno Town Mall
 - Open to the public: May 14-22, 2016 10a.m. to 5p.m.
- Support the Friends of Washoe County Library through the "AmazonSmile" program where .5% of the purchase price of your Amazon purchases goes to FWCL.
- Next meeting: Wednesday, May 4, 4:30pm, 2016 @ the South Valleys Library



Programs

System-wide

- Family Estate Planning Series
- 5th in the series Dr. Michael Fischer presents Reno's Fabulous Town House and its Cousin, The Country Club (47)
- Start, Manage, and Grow Your Business Using ReferenceUSA and Marketing 101.
- Pioneer Center Programs
 - Erika Paul Trio (76)
 - In-Tune Tales (26)
- Tsurunokai (74)
- Brūka's Theatre for Children "Snow White and Rose Red" (187)



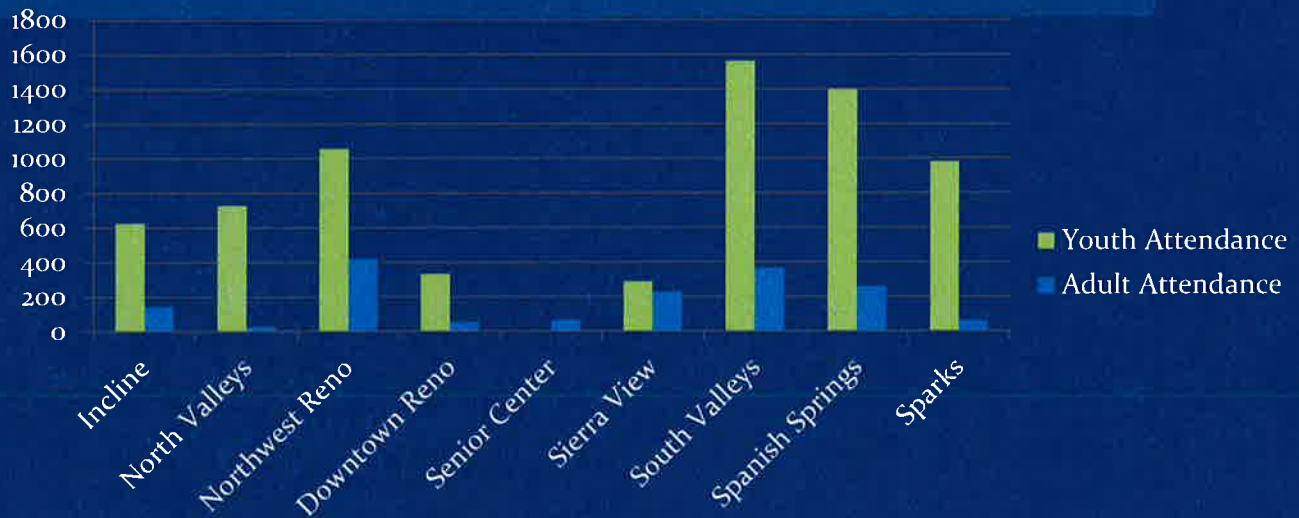
Programs

Branch Highlights

- Incline Village
 - POP-UP SALON: An Evening with Pulitzer Prize-Winning Journalist John Branch (55)
- South Valleys
 - OLLI (Osher Lifelong Learning Institute) Technology Workshops (63)
 - Tsuronokai: Taiko Drums (79)
 - Naturalization Ceremony
- Lucky Day launches at South Valleys and Northwest Reno Branches
- Spanish Springs Young Writer's Night (55)
- Historic Reno Preservation Society (HRPS) www.historicreno.org Series at the Downtown Reno Library.



Program Attendance-March 2016



Washoe County Library In the News

Find a Job Fridays:	America Matters Radio	John Crockett to promote JobNow
Washoe County Libraries Support Workforce Dev	NLA Newsletter	Jennifer Oliver to promote MT-1 and Startup School
Washoe County Libraries Support Workforce Dev	North. NV Business Weekly	Jennifer Oliver to promote MT-1 and Startup School
Umpqua Bank Grant to Buy Ebooks	NLA Newsletter	Jennifer Oliver: FWCL
Volunteer Efforts Turn into E-books Tech and More	NLA Newsletter	FWCL (Jennifer Oliver author)
Get Ready for Edible Book Festival	Sierra Sun	Sarah Harvey, IV
Free Ebooks at Washoe County Library	Galena Times	Julie Ullman, SO
Food for Fines	America Matters Radio	Jennifer Oliver
Food for Fines	KOH/Cumulus Radio	Jennifer Oliver
Food for Fines	KOLO (channel 8)	From Media Release
Spring Cleaning? Donate books to the library	Tahoe Bonanza	Amanda Mongolo (IV)
Startup School Video	WCTV	Morgan Tiar, Jennifer Oliver

Outreach

School Outreach

- Incline Village:
 - Lake Tahoe School kindergarten tour
- North Valleys outreach to three schools
- Sierra View Outreach:
 - Anderson Elementary
- South Valleys:
 - Double Diamond, Lenz, Pleasant Valley, and Huffaker elementary schools
 - Pleasant Valley Reading Week-Morgan and Chris were guest readers at Pleasant Valley Elementary on March 15
- Sparks: Lincoln Park, Robert Mitchell
- Spanish Springs
 - Hungry Valley, Natchez Elementary School, and Hungry Valley Head Start



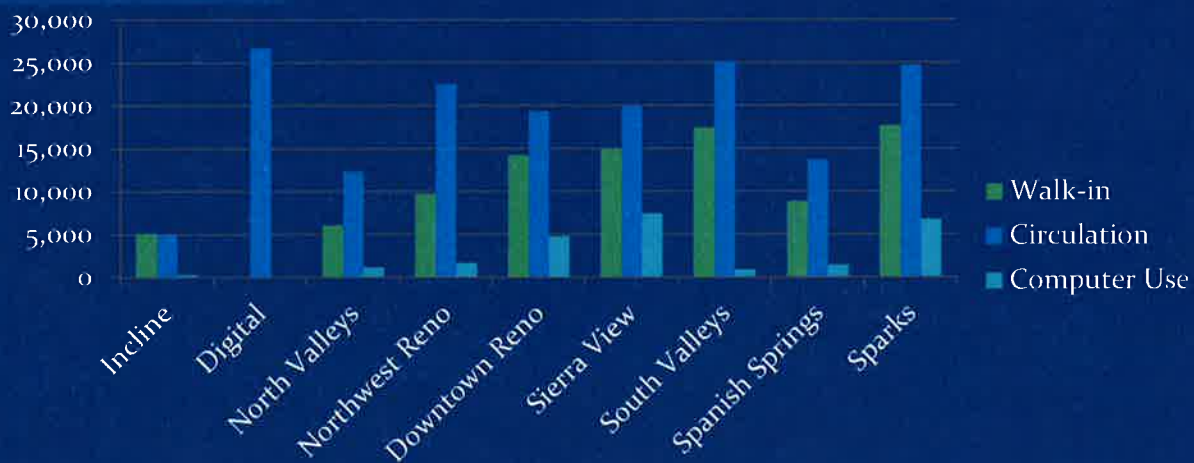
Operational

- IV Library's nomination for non-profit of the year by the North Tahoe Chamber of Commerce
- Jonnica McClure starts as Librarian II at North Valleys
- Joan Dalusung starts as Assistant Library Director April 8th.
- Spanish Springs Café in progress
- Spanish Springs foyer has been renovated
- MT1 Certification program continues
- 6 students from MT1 toured the North Valley's Veka West manufacturing plant. Students observed first-hand some of the concepts, processes, and skills studied in class.
- Partnership Meeting 3/17
 - WCLS affirmed commitment to Partnerships
 - Expand programming including system Summer Reading Programs
- Verdi and Reno Lockers going strong



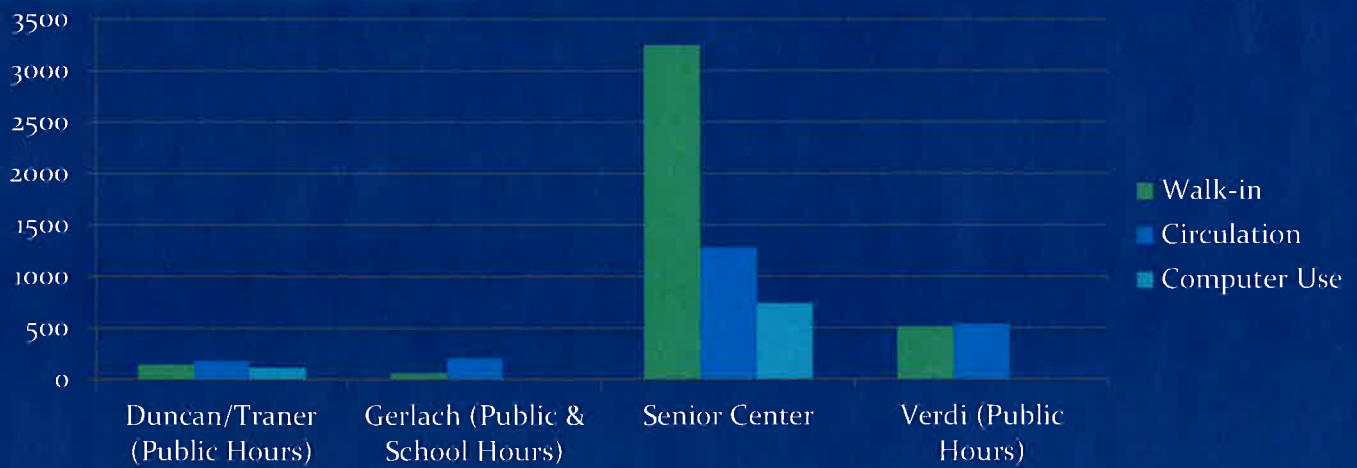
Statistics-March 2016

Main Libraries

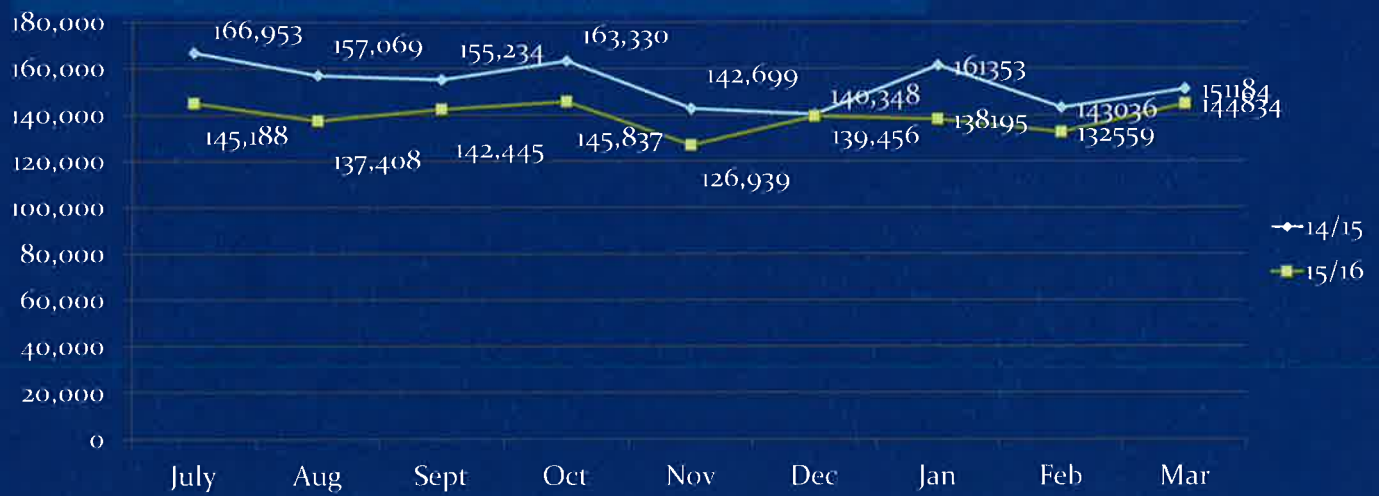


Statistics-March 2016

Partnership Libraries



Circulation Statistics- Monthly Trend Comparison



Upcoming

- Incline Village Edible Books Festival, April 1st and Tahoe Talks Series
- Startup School at Northwest and South Valleys Library
- Presentation to One Million Cups
- Downtown Reno: (HRPS) Dr. Stephen Davis presents The Truckee Meadows' Open Lands Project
- Meet the Author of Virginia City: To Dance with the Devil: Nicholas Clapp
- Galaxy Theater's Project Picture fundraising for Washoe County Library. Sparks staff will represent on Saturday, April 16, noon-5pm
- Sierra View at the Cinco De Mayo Festival at the Grand Sierra Resort Saturday, April 30 and Sunday, May 1, noon-8pm.
- Northwest and South Valleys at Diversity Day @ Renown on Friday May 20th 10:00 – 5:00
- Sierra View Library providing quarterly story times at the Family Homeless Shelter



Volunteer Spotlight

- Volunteers are a critical component of the Washoe County Library
- They assist with:
 - Summer Reading Program
 - Monthly Programs and Events
 - Shelving
 - Computer Class Instruction
- We currently have 450 volunteers who have logged over 10,700 hours in 2015



Highlight on Northwest Branch Library

- Expanded Public Hours: Open Mondays
- Fully staffed for 1st time since May 2015
- 17 staff members (9 full time and 8 part time)
- Start Up School began April 6th
- Lucky Day Collection launched March 17th
- Aging facility
- Holocaust Collection expansion \$1,000
- March/April 2017: The Mémorial De La Shoah, Paris, France will present the travelling Holocaust exhibit "Hélène Berr: A Stolen Life"
- November/December 2018 will host the American Library Association exhibit "Explore Tech: Engineers Make a World of Difference."





Thank you!

Connect

Gather

Explore

NW RENO BOARD REPORT APRIL 2016

Branch Changes and Challenges

Our public hours have changed twice in the past year, first to the consistent 10am opening, then with the addition of Monday hours. For the first time since opening NW Reno the drive up window hours are slightly different to maximize staff availability.

As of Monday, April 4th, we are fully staffed for 1st time since May 2015 with 17 staff members (9 full time and 8 part-time). We have had 2 internal promotions and 7 new staff members since September 2015.

Facility issues are our biggest challenge at this point. The irrigation system is so old it constantly leaks, the carpet is patched with duct tape in places, chairs that were falling apart have been removed but not replaced, concrete steps are crumbling, we have a window with a broken seal, and the drive up window area is isolated and subject to temperature changes.

Current Happenings

ME2 Lab (UNR Engineering students doing science based interactive presentations)

Lucky Day Collection launched March 17th

Wednesday Story Time started April 6th

Start Up School began April 6th

Family Game Night, puzzle and coloring page stations, and our themed craft tables continue to be popular as do our Thursday Story Time, Toddler Time and various other programs.

Coming Soon

Family Fun Night – fireflies in May, Teddy Bear Picnic to celebrate Paddington Bear’s birthday, Sing around the Campfire, Songs and Stories in Spanish celebrating Spanish Heritage Month in September

Summer Reading Program- NW Summer Olympics and a Jump rope program will tie in to the “Let’s Get Physical” theme

New Speaker series with an Older American’s focus to start in July 2016

In March and April of 2017, Northwest Reno Library (WCLS) and the Mémorial De La Shoah, Paris, France will present the travelling Holocaust exhibit “Hélène Berr: A Stolen Life.” Hélène Berr was a young Jewish French woman whose future was cut short by Vichy government’s laws and extermination by the Nazis. This exhibit is based on her journal, composed between 1942-1944. During that time, Berr wrote in her journal every day, until she was arrested and deported to Auschwitz. She died in Bergen-Belsen. Her journal was not turned into a book until 2008. She is now often referred to as the “French Ann Frank”. In conjunction with the exhibit there will be speakers, some who are experts on Hélène Berr or

the Vichy government, Holocaust films with Skype interfacing with the directors, workshops for teachers and tours for students.

In November and December of 2018, Northwest Reno Library (WCLS) will host a travelling exhibition through the American Library Association titled "Explore Tech: Engineers Make a World of Difference." This exhibit will highlight the importance of engineering in everyday life and the encourage youngsters to consider engineering as a possible career. The exhibit will have informative panels and interactive computers and hands on experimental stations. We will supplement programs with special speakers from UNR and DRI. Northwest Reno Library is one of 14 libraries in the United States awarded this particular exhibit and is the only library in the Western US besides Montana to host this exhibit.

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

GENERAL FUND

FY 2015 / 2016

12-Apr-16

<u>TITLE</u>	<u>CURRENT YEAR</u>			<u>PRIOR YEAR</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	\$ 5,466,084	\$ 3,911,240	\$ 1,554,844	72%	\$ 5,324,211	\$ 3,919,871	\$ 1,404,340	74%
EMPLOYEE BENEFITS	\$ 2,296,996	\$ 1,703,752	\$ 593,244	74%	\$ 2,176,225	\$ 1,558,012	\$ 618,213	72%
SERVICES & SUPPLIES	\$ 509,013	\$ 516,812	\$ (7,799)	102%	\$ 705,568	\$ 473,766	\$ 231,802	67%
CAPITAL OUTLAY								
TOTAL:	\$ 8,272,093	\$ 6,131,804	\$ 2,140,289	74%	\$ 8,206,004	\$ 5,951,649	\$ 2,254,355	73%

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

WC-1 / EXPANSION FUND

FY 2015 / 2016

12-Apr-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	\$ 1,064,278	\$ 556,572	\$ 507,706	52%	\$ 679,995	\$ 472,866	\$ 207,129	70%
EMPLOYEE BENEFITS	\$ 445,296	\$ 223,745	\$ 221,551	50%	\$ 301,577	\$ 209,971	\$ 91,606	70%
SERVICES & SUPPLIES	\$ 1,152,423	\$ 756,983	\$ 395,440	66%	\$ 915,661	\$ 681,940	\$ 233,721	74%
CAPITAL OUTLAY		\$ -						
TOTAL:	\$ 2,661,997	\$ 1,537,300	\$ 1,124,697	58%	\$ 1,897,233	\$ 1,364,777	\$ 532,456	72%

ITEM 7c

GIFT FUND BALANCE AS OF MARCH 31, 2015

ITEM 7d

<u>BRANCH</u>	<u>TOTAL</u>	<u>DESIGNATED RESTRICTED USE</u>	<u>AVAILABLE GENERAL</u>
CHILDREN'S COORDINATOR	\$ 13,866.59	\$ 13,866.59	\$ -
DOWNTOWN RENO	\$ 24,228.98	\$ 9,116.35	\$ 15,112.63
DUNCAN / TRANER	\$ 10,348.25	\$ 10,000.00	\$ 348.25
GERLACH	\$ 500.00	\$ 500.00	\$ -
INCLINE	\$ 9,902.08	\$ 4,284.28	\$ 5,617.80
INTERNET	\$ 1,285.11	\$ 1,285.11	\$ -
NORTHWEST	\$ 14,291.30	\$ 2,295.63	\$ 11,995.67
NORTH VALLEYS	\$ 18,941.70	\$ 2,947.05	\$ 15,994.65
SENIOR CENTER	\$ 230.34	\$ -	\$ 230.34
SIERRA VIEW	\$ 11,963.64	\$ 2,000.00	\$ 9,963.64
SOUTH VALLEYS	\$ 15,185.74	\$ 3,004.51	\$ 12,181.23
SPANISH SPRINGS	\$ 23,866.02	\$ 5,175.19	\$ 18,690.83
SPARKS	\$ 19,906.91	\$ 2,023.23	\$ 17,883.68
SYSTEMS OFFICE	\$ 46,526.44	\$ 46,390.00	\$ 136.44
SYSTEMWIDE	\$ 153,024.28	\$ 152,619.37	\$ 404.91
SYSTEMWIDE INTEREST	\$ 108,708.51	\$ -	\$ 108,708.51
TECHNICAL SERVICES	\$ 109,218.55	\$ 109,157.44	\$ 61.11
VERDI	\$ 2,450.37	\$ -	\$ 2,450.37
TOTALS:	\$ 584,444.81	\$ 364,664.75	\$ 219,780.06

Washoe County Library System

Systemwide Monthly Library Usage Statistics Report Fiscal Yrs 2014-2015/2015-2016

	Accumulative													
	Checkouts			Library Visits			Patron Computer Use			Program Attendance			Digital Visits	
	2014 - 2015	2015 - 2016	% Change	2014 - 2015	2015 - 2016	% Change	2014 - 2015	2015 - 2016	% Change	2014 - 2015	2015 - 2016	% Change	2015 - 2016	% Change
July	166,953	145,188	-13.04%	98,714	87,648	-11.21%	25,347	22,764	-10.19%	6,956	6,501	-6.54%	160,421	0.00%
August	157,069	137,408	-12.52%	94,781	95,827	1.10%	22,807	22,562	-1.07%	6,308	5,425	-14.00%	218,167	0.00%
September	155,234	142,445	-8.24%	91,907	84,519	-8.04%	23,022	22,900	-0.53%	5,379	6,084	13.11%	207,273	0.00%
October	163,330	145,837	-10.71%	111,021	92,011	-17.12%	23,360	22,871	-2.09%	21,231	8,618	-59.41%	205,955	0.00%
November	142,699	126,939	-11.04%	79,964	74,043	-7.40%	20,666	18,913	-8.48%	6,749	6,066	-10.12%	188,732	0.00%
December	140,348	139,456	-0.64%	81,286	81,639	0.43%	21,187	21,329	0.67%	5,407	6,008	11.12%	201,106	0.00%
January	161,353	138,195	-14.35%	92,700	80,390	-13.28%	22,790	22,440	-1.54%	6,116	7,237	18.33%	219,260	0.00%
February	142,907	132,559	-7.24%	87,713	88,435	0.82%	20,447	22,969	12.43%	7,545	7,631	1.14%	209,689	0.00%
March	151,184	144,834	-4.20%	95,841	98,017	2.27%	22,988	25,143	9.37%	10,615	8,593	-19.05%	221,278	0.00%
April	146,691	0	0	91,129	0	0	23,070	0	0	8,682	0	0	0	0.00%
May	143,844	0	0	82,361	0	0	21,919	0	0	7,299	0	0	0	0.00%
June	137,787	0	0	85,910	0	0	22,678	0	0	5,871	0	0	0	0.00%
Totals	1,809,399	1,252,861	-9.28%	1,093,327	782,529	-6.16%	270,281	201,911	-0.35%	98,158	62,163	-18.53%	1,831,881	0.00%
Totals to Date	1,381,077			833,927			202,614			76,306			0	

Note 1: School checkouts are now being tracked separately from public hour checkouts, which will decrease the numbers in FY 15/16. FY 14/15 checkouts included school and public hours together. FY 15/16 reflects only public hour checkouts. Statistics from Gerlach are also included.

Note 2: 'Website Visits' has been changed to 'Digital Visits', which now includes website, catalog, and online services visits. FY 15/16 will establish base figures so there will be no comparisons.

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

Washoe County Library System

Monthly Statistics Report for Fiscal Year 2015-2016

For The Month Of: MARCH



BRANCH ACTIVITY	Library Visits		Checkouts		Patron Computer Use		Program/Outreach Attendance			
	# visits	YTD	# checkouts	YTD	# signups	YTD	# adult	YTD	# youth	YTD
Duncan/Traner (Public Hours)	143	3,227	176	1,538	113	861	0	0	0	0
Gerlach (Public & School Hours)	61	425	205	1,139						
Incline	5,097	42,400	4,952	46,035	272	3,094	144	950	625	3,411
North Valleys	6,015	56,618	12,327	110,863	1,133	9,332	28	267	727	4,246
Northwest	9,739	89,338	22,551	185,296	1,681	14,186	420	1,630	1,056	7,773
Reno	14,239	112,370	19,372	176,980	4,766	44,718	54	659	332	2,237
Senior Center	3,250	20,640	1,280	9,250	739	4,100	65	408	0	0
Sierra View	14,998	121,840	19,961	167,754	7,435	52,396	230	1,048	288	2,750
South Valleys	17,422	129,368	25,097	207,382	883	6,619	366	2,700	1,562	13,680
Spanish Springs	8,882	78,508	13,679	124,593	1,394	12,383	257	1,218	1,399	13,474
Sparks	17,658	124,691	24,694	216,916	6,722	54,133	61	646	979	5,066
Verdi (Public Hours)	513	3,104	540	5,115	5	89	0	0	0	0
Total:	98,017	782,529	144,834	1,252,861	25,143	201,911	1,625	9,526	6,968	52,637
ADMINISTRATION OUTREACH							0	955	75	2,020
ONLINE ACTIVITY										
Downloadable Materials (ebooks, audiobooks, magazines)			26,705	198,318						
Digital Visits (includes website, catalog, online services)	221,278	1,831,881	11,662	94,861						
Database Usage										
Social Media Reach							41,681	277,591		0
Total:	221,278	1,831,881	38,367	293,179			41,681	277,591	0	0
MISCELLANEOUS										
Read & Share			5,374	212,401						
GRAND TOTALS	319,295	2,614,410	188,575	1,758,441	25,143	201,911	43,306	288,072	7,043	54,657

Washoe County Library System

Monthly Statistics By Branch / Cumulative By Month / Resulting In Yearly Total- Thru February

System Total Comparison For Fiscal Years 2014-2015 / 2015-2016

Meeting Room Use									
	2014-2015	2015-2016	% Change	2014-2015	2015-2016	% Change	2014-2015	2015-2016	% Change
	# of Meetings	# of Meetings	# of Meetings	Attendance	Attendance	Attendance	Attendance	Attendance	Attendance
Administration Outreach									
Duncan/Traner	0	0	0.00%	0	0	0	0	0	0
Gerlach									
Incline	55	56	1.82%	668	763	14.22%			
North Valleys	10	11	10.00%	225	134	-40.44%			
Northwest	48	42	-12.50%	572	683	19.41%			
Reno	95	111	16.84%	1,545	1,971	27.57%			
Senior Center	0	0	0	0	0	0			
Sierra View	8	21	162.50%	16	272	1600.00%			
South Valleys	196	198	1.02%	3,901	4,347	11.43%			
Spanish Springs	121	134	10.74%	2,733	2,955	8.12%			
Sparks	12	23	91.67%	213	485	127.70%			
Verdi	0	0	0	0	0	0			
Totals	545	596	9.36%	9,873	11,610	17.59%			

ITEM 7e

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 CHECKOUT TOTALS
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