



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA  
WEDNESDAY, May 18, 2016  
4:00 P.M.**

**Sparks Library  
1125 12<sup>th</sup> Street  
Sparks, NV 89431**

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](http://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](mailto: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.

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Administration  
301 South Center Street  
P.O. Box 2151, Reno, Nevada 89505  
(775) 327-8341  
[www.washoecountylibrary.us](http://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 March 16, 2016
  - b. *For Possible Action:* Approval of Minutes from the Library Board Special Meeting of April 27, 2016
- 4) Old Business - None
- 5) New Business
  - a. Judy Conley, Librarian at Gerlach is Retiring June 30, 2016.
  - b. *For Possible Action:* Acknowledgement of Donations Made Between January 1 and March 31, 2016
  - c. *For Possible Action:* Approval of Suspension Policy
  - d. *For Possible Action:* Approval of the Library Board of Trustees 2016/2017 Meeting Calendar
- 6) Reports
  - a. Library Director's Presentation to Include System Programs and Activities, and Friends Report
  - b. Sparks 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
- 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, 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.

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES  
WEDNESDAY, APRIL 27, 2016**

The Board met in special 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, Sara Sattler, Al Stoess, and Derek Wilson

County Staff Present: Assistant District Attorney Dania Reid

Public Present: Dan Erwine

**2) PUBLIC COMMENT**

No public comment

**3) NEW BUSINESS**

**a) APPROVAL OF DELAYED OPENING OF PUBLIC HOURS ON IN-SERVICE DAYS OF MAY 19, AUGUST 18, DECEMBER 15 AND FEBRUARY 16**

Director Scott briefly provided an overview of the staff report and intent for Library staff to receive more consistent training opportunities as a system.

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

- He has found this practice (meeting every quarter of a year) to be most effective and beneficial in his past experience for consistency in staff service to the public
- He will be restoring the service team meetings, i.e. KOHA and Programming to ensure better communication
- He understands the concerns of the Board and public, hence creating a schedule in advance to provide notice of half day closures with all branches opening at two in the afternoon.

On motion by Trustee Alderman, seconded by Trustee Sattler, which motion duly carried, the Board approved the recommendation that all libraries open to the public at 2:00 pm on May 19, August 18, December 15, and February 16(2017). All in favor, none opposed.

**4) PUBLIC COMMENT**

No public comment

**5) BOARD COMMENT**

Chair Stoess requested introduction to new Assistant Library Director Joan Dalusung. Ms. Dalusung informed the Board that she is happy to be a part of the Washoe County Library System, finds staff to be friendly and helpful, and noted that she has been to the Gerlach Partnership Library within her first week of employment.

Trustee Alderman queried the status of the creation of a group intent upon better assessing and collecting metric and statistical data. Director Scott informed the Board that the Library System is in the process of discussing the collection of statistical data and providing data that is currently required annually by the Nevada Public Library Survey (bibliostat survey) and the Public Library Data Service (PLDS) effective July 1, 2016.

- Legal Counsel advised against further discussion between Board members as the Board Comment section of a public meeting is intended for information and not dialog.

Trustee Wilson advised the Board that he was contacted by the Jim Hunting, president of the Sierra Pacific Credit Union. He stated that he had recently joined Friends and was excited about libraries. His credit union had done some work with the UNR Alumni Association for cross promotional purposes and was interested to see if the Washoe County Library System would be interested in the same. Director Scott requested Mr. Hunting's contact information from Trustee Wilson.

**6) ADJOURNMENT**

Chair Stoess adjourned the meeting at 4:13 p.m.

**TO:** Library Board of Trustees  
**FROM:** Jeff Scott, Library Director  
**RE:** Judy Conley, Librarian at Gerlach is Retiring June 30, 2016  
**DATE:** May 18, 2016

There is no written material on this item.  
An oral report will be made at the meeting



**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:** May 18, 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:** May 18, 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 May 19, 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;
  - Within 10 days, any action by a staff member may be appealed by, by contacting Washoe County Library Administration.
  - The first appeal shall be made to the ~~Assistant~~ Associate Library Director, ~~Programs and Services, followed by~~
  - 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: May 19, 2016**



## SUSPENSION POLICY

Suspension of Library privileges is an option used when users exhibit or engage in behavior that violates any Library Policy, City or County Ordinance, or State Law.

- 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 indicate the applicable information in the incident report including but not limited to:
  - 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.
- 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: May 19, 2016**

**TO:** Washoe County Library Board  
**FROM:** Jeff Scott, Library Director  
**RE:** Library Board of Trustee 2015/2016 Meeting Calendar  
**DATE:** March 18, 2016

**Background:** As noted in section B under "Meetings" in the Board's Bylaws, a calendar of meeting dates and locations is to be reviewed and approved annually by the Library Board of Trustees. The meeting dates and locations on the calendar appended to this report have been cleared with each of the Managing Librarians affected.

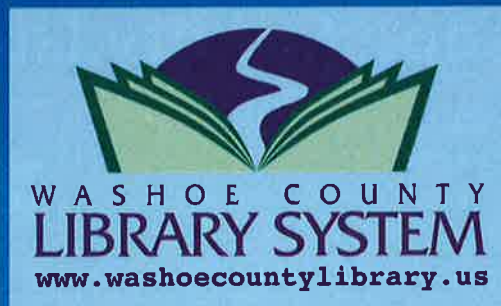
**Recommendation and Suggested Motion:** Approve the 2016/2017 Meeting Calendar as presented.

## LIBRARY BOARD OF TRUSTEES 2016/17 Meeting Calendar

Unless another date or time is indicated, regular Board meetings are held on the third Wednesday of each month at 4:00 p.m.

| <u>DATE</u>        | <u>LOCATION</u>         |
|--------------------|-------------------------|
| July 20, 2016      | South Valleys Library   |
| August 17, 2016    | Sierra View Library     |
| September 21, 2016 | Incline Village Library |
| October 19, 2016   | Northwest Reno Library  |
| November 16, 2016  | North Valleys Library   |
| December 21, 2016  | Downtown Reno Library   |
| January 18, 2017   | Downtown Reno Library   |
| February 15, 2017  | Sparks Library          |
| March 15, 2017     | Sparks Library          |
| April 19, 2017     | Spanish Springs Library |
| May 17, 2017       | Northwest Reno Library  |
| June 21, 2017      | South Valleys Library   |





# Washoe County Library System Monthly Report

April 2016

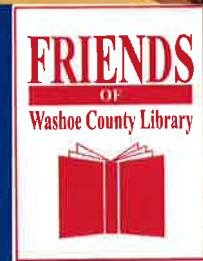
Connect

Gather

Explore

# Friends of Washoe County Library

- South Valleys Library hosted May 4, 2016 Friends of Washoe County Library Board meeting
- Highlights:
  - Current membership:644
  - Amazon April 2016 Book Sales:
    - 41 books sold for a total of \$1,572.57!
  - Upcoming: May Book Sale @ Reno Town Mall
    - Open to the public: May 14-22, 2016
    - Hours: 10a.m. to 5p.m. including week days
    - Featured this Sale: "Summer Beach Reads"
  - Save the Date: Saturday, July 9, 2016, 9am-4pm.
    - Art in the Garden. Artown Event with beautiful crafts and location. 1280 Monroe St. A portion of the proceeds will benefit Friends of Washoe County Library.
- Next meeting: Wednesday, June 1, 4:30pm, 2016 @ the Downtown Reno Library



# Programs

## System-wide

- Historic Reno Preservation Society (HRPS) [www.historicreno.org](http://www.historicreno.org)  
Series at the Downtown Reno Library.  
Last in the series Dr. Stephen Davis presents The Truckee Meadows' Open Lands (55)
- Are You Aware of Your Brain?  
Free/Cooperative with Sierra NV Chapter of the Society for Neuroscience. 5 programs, 87 total.
- Family Estate Planning Series.  
Learn how to take charge of your own money and estate.  
Underwritten by KNPB Channel 5 and the Community Foundation of Western NV, along with a number of other community sponsors.  
14 workshops (7 week series, 2 back to back sessions), 686 in attendance



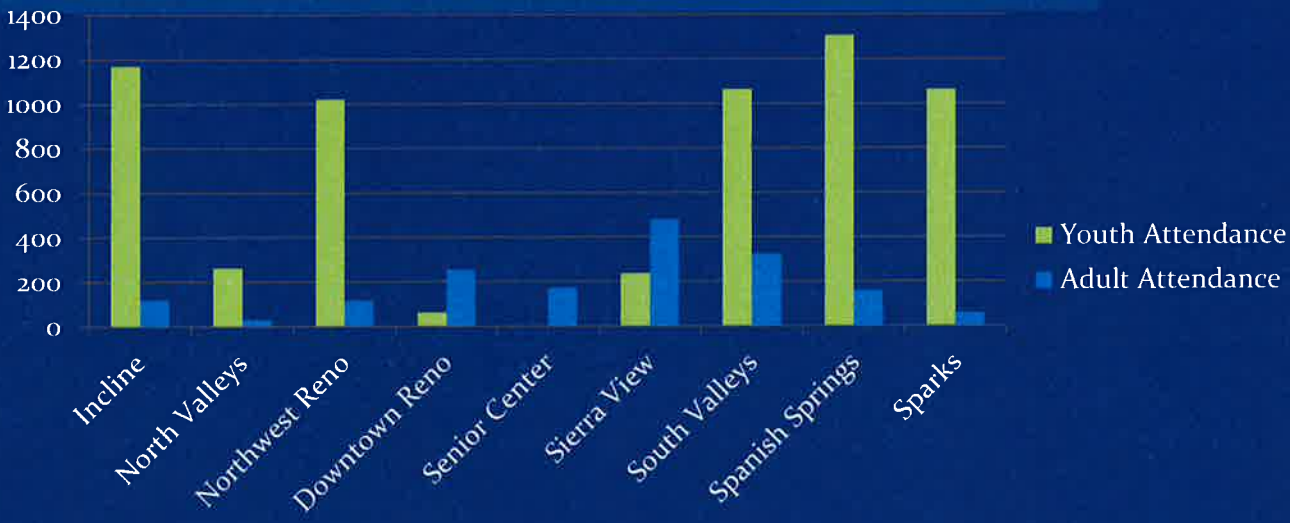
# Programs

## Branch Programs

- Incline Village:
  - Tahoe Talks: Medical Marijuana
  - Robotics Club
  - Edible Book Festival
- Sparks:
  - Sensory Storytime
  - El Dia de los Ninos
- Downtown Reno:
  - Pinwheels for Prevention: Child Abuse prevention partnership with Washoe County Children's Cabinet
- South Valleys:
  - Start-up School
  - Full STEAM Ahead-Engineering with Legos
- Sierra View:
  - MT-1 Program
  - Senior Computer Classes
  - Spring Financial Series



# Program Attendance-April 2016





# Washoe County Library in the News

- Sierra Sun: Pam Rasmussen: Article on Tahoe Talks forum: Medical Marijuana
- Lotus Radio: Jennifer Oliver : ½ hour radio show: National Library Week and Library happenings in April
- News 4: Corinne Dickman: Live On-air interview: promoting Sensory Story Time
- Sierra Nevada College newspaper: IV: Pop Up salon at IV with John Branch
- Tahoe Bonanza: IV: Promoting “My Pilgrimage on the Camino” program
- KUNR : Jeff Scott: Banned Books debate and public libraries
- Sierra Nevada college paper : Pam Rasmussen: Open Forum and Libraries
- Galena Times: Spring 2016: Julie Ullman: South Valley library happenings
- KRNV: media mention: Food for Fines
- KOH radio: Jennifer Oliver : Food for Fines
- KTVN/KRNV/KOLO: media mention: Better World Books ribbon cutting: Jeff Scott in attendance



# Collections

## Plans

- Make use of data to create optimum collection
  - Clean up existing collection by removing items that are outdated, worn, and no longer in demand
  - Use system-level circulation data to determine where we should be spending materials budget
  - Incorporate branch-level circulation data to determine initial placement of items
- Shift from “Just In Case” collection development model to “Just in Time” model
  - Continue to rely on reviews and demand to anticipate the most popular titles
  - Use patron feedback from ILL requests and purchase suggestions to fill in the gaps
  - Make use of secondary vendor who can quickly supply items to fill patron requests
  - Lower holds ratios from 10:1 to 5:1 to shorten wait times for popular items
- Collection priorities for 2016-17
  - Increase children’s spending to support early childhood literacy efforts
  - Expand adult fiction collection
  - Broaden support of downloadable audio and e-books
  - Continue to streamline processes that allow us to get materials on the shelf faster and cheaper

# Outreach

## School Visits

- Incline Village:
  - Incline Elementary School Literacy Faire
- Sparks:
  - Libby Booth Elementary
  - Lincoln Park Elementary
  - Alice Maxwell Elementary
  - Galaxy Theater Outreach/Fundraiser
- North Valleys:
  - Head Start
  - Stead Elementary
  - Sun Valley Elementary
- Northwest:
  - 8 Schools reaching 600 children
- South Valleys:
  - Marvin Picollo Sensory Storytime
  - Lenz and Brown Elementary
- Spanish Springs
  - Hungry Valley





# Spotlight: Joan Dalusung

## Assistant Library Director

- Started April 4
- Began career with Henderson Libraries
- 20 years of experience
- Most recently branch manager for Henderson Libraries' Paseo Verde Library
- Involved in Nevada Library Association since 2000



# Operational

- Cinco de Mayo Outreach
- Sparks Galaxy Outreach
- Judy Conley Honored at Washoe County School District Spotlight



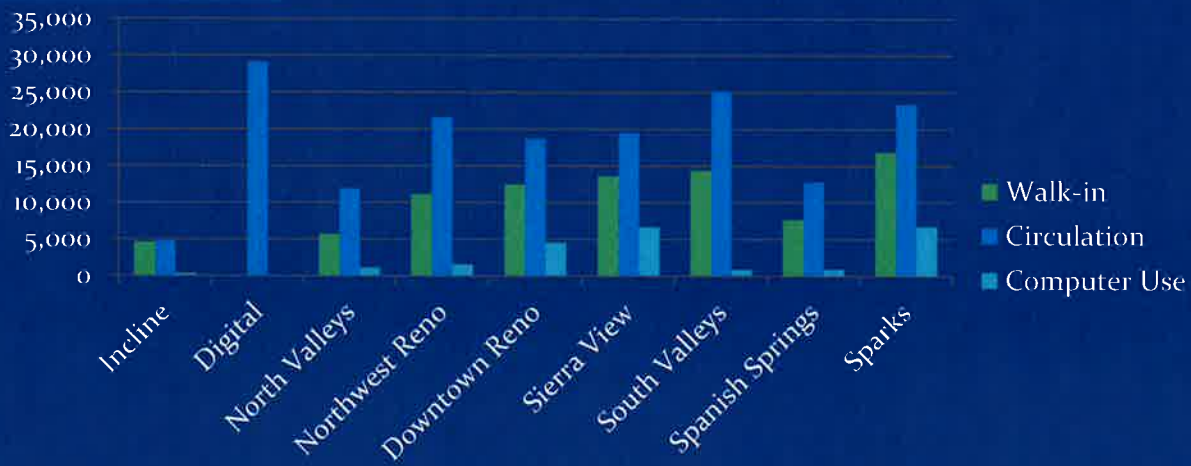
# Operational

- Volunteer Recognition (450 volunteers)
- Pam Larsen starts at North Valleys
- Wrote off \$12,461.15 for April Food for Fines
- AARP Tax Assistance
- Megan Connelly added as Children's Books selector
- Spanish Springs Improvements
  - Restoration of Petroglyph Art
  - Java Lounge Grand Opening May 22



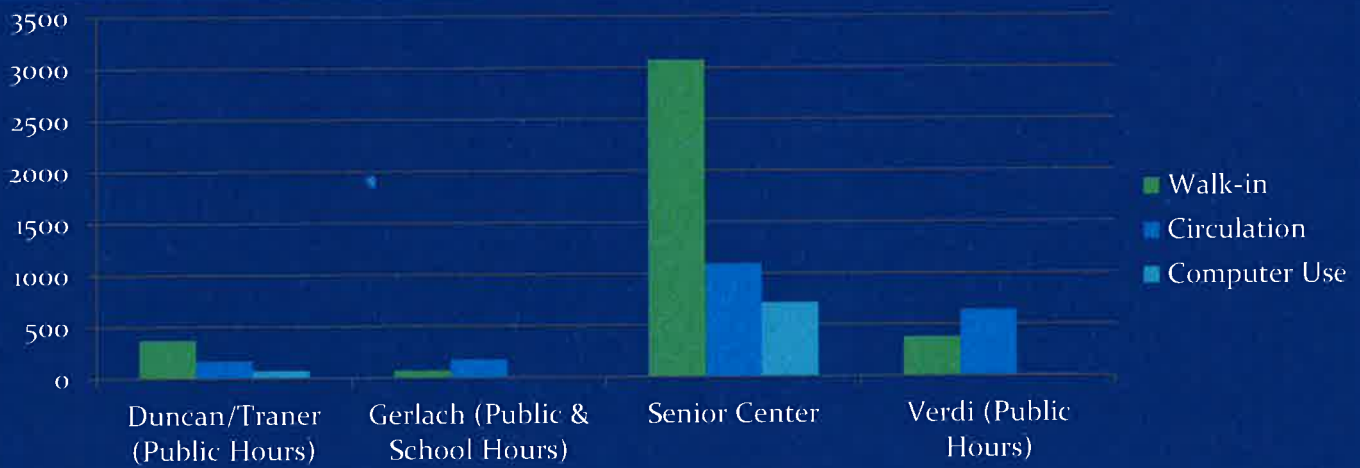
# Statistics-April 2016

## Main Libraries



# Statistics- April 2016

## Partnership Libraries



# Circulation Statistics- Monthly Trend Comparison





## Upcoming

- Downtown Reno Library will be a site for the 2nd Annual Bike Around Bingo on Saturday, May 14, 11am-4pm. [www.bikewashoe.org](http://www.bikewashoe.org)
- Downtown Reno Library will be a location for the Nevada Humanities Literary Crawl on Saturday, May 21, 4pm – 7pm.
- Visit the Downtown Reno Arts Corridor for the 4th Annual Nevada Humanities Literary Crawl celebrating the rich literary talent in our state.
- Downtown Reno turns 50
- New website
- Social Media for Seniors @ RN and SC during May, Older Americans Month. Pilot program with AARP.
- Meet the Author of Virginia City: To Dance with the Devil: Nicholas Clapp @ 4 libraries May 19, 22, 24, 25.
- Immigration 101 and Naturalization. Free/Cooperative with U.S. Citizenship and Immigration Services (USCIS).
- Former U.S. Poet Laureate and Pulitzer Prize winner Kay Ryan will be the closing reading of the event, at Sundance Books and Music.

# Summer Reading Program

**June 1– August 31, 2016**

Get ready to **READ!** All ages can read and earn prizes all summer long. Sign up online to earn badges, unlock games and more!

[www.washoecountylibrary.us](http://www.washoecountylibrary.us)

**ON YOUR MARK,  
GET SET...  
READ!**



**Sign ups start May 15th**





# Spotlight: Sparks Library



Removal of the Story Circle to make room for the S.T.E.A.M center.

Removal of steps in the picture book area to increase accessibility.

2016-2017 Major plans:

- HVAC project nearly complete
- Remodel Teen zone (furniture, paint, aesthetics)
- Remodel bin room to improve workflow
- Relocate Nevada collection to end of Non-Fiction to create seating and electrical outlets for public



Designation of Studio775 Makerspace





**Thank you!**

Connect

Gather

Explore

## Sparks Library Board Report

2016

Welcome to the Sparks Library!

You regularly receive statistics that give an overview of the Sparks Library people and programs, so I won't rehash those.

Last year we had some facility issues causing full or partial day closure, including a lockdown by Sparks Police, 2 weather related power outages one of which was a downed power pole in the parking lot, and a county wide weather closure.

Unsung heroes for the Sparks branch last year were the Sheriff's Inmate Work Crew. They saved thousands of dollars for the library by coming in and removing the story circle and the steps in the picture book areas. With the help of facilities, the areas were painted and finished with carpeting. Removal of the story circle led to the creating of the S.T.E.A.M. Center. This area is popular with our homeschool groups, and after school students. We provide homework resources and themed week activities. Free building and coloring are also popular activities in the S.T.E.A.M. Center.

Recent implementation of sensory story time (targeted for children on the autism spectrum and/or with sensory processing disorders) has resulted in 4 families attending sporadically. This is a work in progress, and the Marketing Coordinator is helping us get the word out. We strive to serve a population that may find the library experience overwhelming. In addition, our movie marathon days have changed from 3 identical showings of a movie to a "traditional" showing of a movie (in 3D when available), the same movie (in 3D when available) en Español, and a third showing that is sensory friendly: volume is lower, some lights are left on, and the suspension of the "silence is golden" expectation. By targeting three specific populations, Sparks strives to display that the public library is for everyone.

Staff continue to enjoy the first grade outreach opportunities, kindergarten information nights, and various tours of the facility.

In the past couple of years, we have had 6 staff promote from the Sparks Branch, and are fortunate to have been able to fill positions with qualified staff.

We will also be representing the System at 39N Downtown Marketplace during the summer months in Victorian Square. (<http://www.39northdowntown.com/39-north-marketplace/>)

Sparks will be a voting location for early voting as well as the primary and general elections.

Plans for the next year include replacing some worn furniture throughout the building, refreshing the Teen zone with paint and furniture, and moving the Nevada collection to the end of the non-fiction section to increase seating with electrical outlets available to the public.

Since the HVAC project required us to move out of the staff workroom, we are taking this opportunity to remodel to improve workflow. We've already removed 2 partial walls, had some tile replaced, moved the phone lines, and then the room will have the floors cleaned and buffed, walls painted, and electrical and data drops moved. The HVAC project is scheduled to be completed near the end of May.

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

GENERAL FUND

FY 2015 / 2016

10-May-16

| TITLE               | CURRENT YEAR        |                     |                     | PRIOR YEAR          |                     |                         |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------------|
|                     | BUDGET              | EXPENDITURE         | BALANCE             | BUDGET              | EXPENDITURE         | BALANCE                 |
|                     |                     |                     |                     |                     |                     | %                       |
| SALARIES/WAGES      | \$ 5,466,084        | \$ 4,328,889        | \$ 1,137,195        | \$ 5,324,211        | \$ 4,340,483        | \$ 983,728 82%          |
| EMPLOYEE BENEFITS   | \$ 2,296,996        | \$ 1,886,234        | \$ 410,762          | \$ 2,176,225        | \$ 1,729,302        | \$ 446,923 79%          |
| SERVICES & SUPPLIES | \$ 511,014          | \$ 555,709          | \$ (44,695)         | \$ 705,568          | \$ 529,654          | \$ 175,914 75%          |
| CAPITAL OUTLAY      |                     |                     |                     |                     |                     |                         |
| <b>TOTAL:</b>       | <b>\$ 8,274,094</b> | <b>\$ 6,770,832</b> | <b>\$ 1,503,262</b> | <b>\$ 8,206,004</b> | <b>\$ 6,599,439</b> | <b>\$ 1,606,565 80%</b> |

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

WC-1 / EXPANSION FUND

F/Y 2015 / 2016

10-May-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      | \$ 1,064,278        | \$ 624,483          | \$ 439,795        | 59%               | \$ 679,995          | \$ 522,898          | \$ 157,097        | 77%        |
| EMPLOYEE BENEFITS   | \$ 445,296          | \$ 249,699          | \$ 195,597        | 56%               | \$ 301,577          | \$ 232,692          | \$ 68,885         | 77%        |
| SERVICES & SUPPLIES | \$ 1,152,423        | \$ 866,261          | \$ 286,162        | 75%               | \$ 915,661          | \$ 773,378          | \$ 142,283        | 84%        |
| CAPITAL OUTLAY      |                     |                     | \$ -              |                   |                     |                     |                   |            |
| <b>TOTAL:</b>       | <b>\$ 2,661,997</b> | <b>\$ 1,740,443</b> | <b>\$ 921,554</b> | <b>65%</b>        | <b>\$ 1,897,233</b> | <b>\$ 1,528,968</b> | <b>\$ 368,265</b> | <b>81%</b> |

ITEM 6c

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

GENERAL FUND

FY 2015 / 2016

12-Apr-16

| TITLE               | CURRENT YEAR        |                     |                     | PRIOR YEAR |                     |                     |                     |            |
|---------------------|---------------------|---------------------|---------------------|------------|---------------------|---------------------|---------------------|------------|
|                     | BUDGET              | EXPENDITURE         | BALANCE             | %          | BUDGET              | EXPENDITURE         | BALANCE             | %          |
| 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      |                     |                     |                     |            |                     |                     |                     |            |
| <b>TOTAL:</b>       | <b>\$ 8,272,093</b> | <b>\$ 6,131,804</b> | <b>\$ 2,140,289</b> | <b>74%</b> | <b>\$ 8,206,004</b> | <b>\$ 5,951,649</b> | <b>\$ 2,254,355</b> | <b>73%</b> |

ITEM 6c

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

WC-1 / EXPANSION FUND

FY 2015 / 2016

12-Apr-16

| TITLE               | CURRENT YEAR        |                     |                     | PRIOR YEAR |                     |                     |                   |            |
|---------------------|---------------------|---------------------|---------------------|------------|---------------------|---------------------|-------------------|------------|
|                     | BUDGET              | EXPENDITURE         | BALANCE             | %          | BUDGET              | EXPENDITURE         | BALANCE           | %          |
| 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      |                     |                     | \$ -                |            |                     |                     |                   |            |
| <b>TOTAL:</b>       | <b>\$ 2,661,997</b> | <b>\$ 1,537,300</b> | <b>\$ 1,124,697</b> | <b>58%</b> | <b>\$ 1,897,233</b> | <b>\$ 1,364,777</b> | <b>\$ 532,456</b> | <b>72%</b> |

ITEM 6c

**GIFT FUND BALANCE AS OF MARCH 31, 2015**

ITEM 6d

| <u>BRANCH</u>          | <u>TOTAL</u>         | <u>DESIGNATED<br/>RESTRICTED USE</u> | <u>AVAILABLE<br/>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                  |
| <b>TOTALS:</b>         | <b>\$ 584,444.81</b> | <b>\$ 364,664.75</b>                 | <b>\$ 219,780.06</b>         |



# 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     |
|                | 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%        |
| July           | 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%        |
| August         | 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%        |
| September      | 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%        |
| October        | 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%        |
| November       | 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%        |
| December       | 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%        |
| January        | 142,907          | 132,559          | -7.24%        | 87,713           | 88,435         | 0.82%         | 20,447              | 22,989         | 12.43%        | 7,545              | 7,631         | 1.14%          | 209,689          | 0.00%        |
| February       | 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%        |
| March          | 146,691          | 139,703          | -4.76%        | 91,129           | 90,146         | -1.08%        | 23,070              | 23,442         | 1.61%         | 8,682              | 7,900         | -9.01%         | 210,286          | 0.00%        |
| April          | 143,844          | 0                | 0             | 82,361           | 0              | 0             | 21,919              | 0              | 0             | 7,299              | 0             | 0              | 0                | 0.00%        |
| May            | 137,787          | 0                | 0             | 85,910           | 0              | 0             | 22,678              | 0              | 0             | 5,871              | 0             | 0              | 0                | 0.00%        |
| June           | <b>1,809,399</b> | <b>1,392,564</b> | <b>-8.85%</b> | <b>1,093,327</b> | <b>872,675</b> | <b>-5.66%</b> | <b>270,281</b>      | <b>225,353</b> | <b>-0.15%</b> | <b>98,158</b>      | <b>70,063</b> | <b>-17.56%</b> | <b>2,042,167</b> | <b>0.00%</b> |
| Totals to Date | 1,527,768        | 925,056          |               | 225,694          |                |               |                     |                |               | 84,988             |               |                | 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: **APRIL**



|  | Library Visits |                  | Checkouts      |                  | Patron Computer Use |                | Program/Outreach Attendance |                |              |               |
|--|----------------|------------------|----------------|------------------|---------------------|----------------|-----------------------------|----------------|--------------|---------------|
|  | # visits       | YTD              | # checkouts    | YTD              | # signups           | YTD            | # adult                     | YTD            | # youth      | YTD           |
| <b>BRANCH ACTIVITY</b>                                 |                |                  |                |                  |                     |                |                             |                |              |               |
| Duncan/Traner (Public Hours)                           | 370            | 3,597            | 168            | 1,706            | 72                  | 933            | 0                           | 0              | 0            | 0             |
| Gerlach (Public & School Hours)                        | 70             | 495              | 174            | 1,313            |                     |                |                             |                |              |               |
| Incline  | 4,603          | 47,003           | 4,757          | 50,792           | 305                 | 3,399          | 119                         | 1,069          | 1,171        | 4,582         |
| North Valleys  | 5,691          | 62,309           | 11,870         | 122,733          | 1,123               | 10,455         | 29                          | 296            | 261          | 4,507         |
| Northwest  | 11,155         | 100,493          | 21,600         | 206,896          | 1,561               | 15,747         | 117                         | 1,747          | 1,021        | 8,794         |
| Reno   | 12,468         | 124,838          | 18,632         | 195,612          | 4,510               | 49,228         | 254                         | 913            | 61           | 2,298         |
| Senior Center  | 3,069          | 23,709           | 1,097          | 10,347           | 715                 | 4,815          | 174                         | 582            | 0            | 0             |
| Sierra View  | 13,606         | 135,446          | 19,489         | 187,243          | 6,669               | 59,065         | 480                         | 1,528          | 238          | 2,988         |
| South Valleys  | 14,306         | 143,674          | 25,097         | 232,479          | 840                 | 7,459          | 325                         | 3,025          | 1,064        | 14,744        |
| Spanish Springs  | 7,635          | 86,143           | 12,834         | 137,427          | 928                 | 13,311         | 159                         | 1,377          | 1,307        | 14,781        |
| Sparks   | 16,797         | 141,488          | 23,348         | 240,264          | 6,710               | 60,843         | 58                          | 704            | 1,062        | 6,128         |
| Verdi (Public Hours)                                   | 376            | 3,480            | 637            | 5,752            | 9                   | 98             | 0                           | 0              | 0            | 0             |
| <b>Total:</b>  | <b>90,146</b>  | <b>872,675</b>   | <b>139,703</b> | <b>1,392,564</b> | <b>23,442</b>       | <b>225,353</b> | <b>1,715</b>                | <b>11,241</b>  | <b>6,185</b> | <b>58,822</b> |
| <b>ADMINISTRATION OUTREACH</b>                         |                |                  |                |                  |                     |                |                             |                |              |               |
|  |                |                  |                |                  |                     |                | 0                           | 955            | 0            | 2,020         |
| <b>ONLINE ACTIVITY</b>                                 |                |                  |                |                  |                     |                |                             |                |              |               |
| Downloadable Materials (ebooks, audiobooks, magazines) |                |                  | 29,094         | 227,412          |                     |                |                             |                |              |               |
| Digital Visits (website, catalog, online services)     | 210,286        | 2,042,167        |                |                  |                     |                |                             |                |              |               |
| Database Usage   |                |                  | 10,031         | 104,892          |                     |                |                             |                |              |               |
| Social Media Reach                                     |                |                  |                |                  |                     |                | 40,819                      | 318,410        |              | 0             |
| <b>Total:</b>  | <b>210,286</b> | <b>2,042,167</b> | <b>39,125</b>  | <b>332,304</b>   |                     |                | <b>40,819</b>               | <b>318,410</b> | <b>0</b>     | <b>0</b>      |
| <b>MISCELLANEOUS</b>                                   |                |                  |                |                  |                     |                |                             |                |              |               |
| Read & Share   |                |                  | 5,805          | 212,401          |                     |                |                             |                |              |               |
| <b>GRAND TOTALS</b>                                    | <b>300,432</b> | <b>2,914,842</b> | <b>184,633</b> | <b>1,937,269</b> | <b>23,442</b>       | <b>225,353</b> | <b>42,534</b>               | <b>330,606</b> | <b>6,185</b> | <b>60,842</b> |

ITEM 6e

# Washoe County Library System

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

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

|                         | Meeting Room Use |               |               |               |               |               |               |               |
|-------------------------|------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                         | 2014-2015        |               | 2015-2016     |               | 2014-2015     |               | 2015-2016     |               |
|                         | # of Meetings    | % Change      | # of Meetings | % Change      | Attendance    | % Change      | Attendance    | % Change      |
| Administration Outreach |                  |               |               |               |               |               |               |               |
| Duncan/Traner           | 0                | 0.00%         | 0             | 0.00%         | 0             | 0             | 0             | 0             |
| Gerlach                 |                  |               |               |               |               |               |               |               |
| Incline                 | 62               | 1.61%         | 63            | 1.61%         | 776           | 862           | 11.08%        | 11.08%        |
| North Valleys           | 11               | 0.00%         | 11            | 0.00%         | 250           | 134           | -46.40%       | -46.40%       |
| Northwest               | 52               | -9.62%        | 47            | -9.62%        | 734           | 801           | 9.13%         | 9.13%         |
| Reno                    | 105              | 20.95%        | 127           | 20.95%        | 1,697         | 2,227         | 31.23%        | 31.23%        |
| Senior Center           | 0                | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
| Sierra View             | 10               | 260.00%       | 36            | 260.00%       | 19            | 400           | 2005.26%      | 2005.26%      |
| South Valleys           | 221              | -0.90%        | 219           | -0.90%        | 4,245         | 4,702         | 10.77%        | 10.77%        |
| Spanish Springs         | 136              | 10.29%        | 150           | 10.29%        | 2,950         | 3,238         | 9.76%         | 9.76%         |
| Sparks                  | 16               | 125.00%       | 36            | 125.00%       | 288           | 1,479         | 413.54%       | 413.54%       |
| Verdi                   | 0                | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
| <b>Totals</b>           | <b>613</b>       | <b>12.40%</b> | <b>689</b>    | <b>12.40%</b> | <b>10,959</b> | <b>13,843</b> | <b>26.32%</b> | <b>26.32%</b> |

ITEM 6e

\*\*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**



|   | Library Visits |                  | Checkouts      |                  | Patron Computer Use |                | Program/Outreach Attendance |                |              |               |   |   |   |   |
|---|----------------|------------------|----------------|------------------|---------------------|----------------|-----------------------------|----------------|--------------|---------------|---|---|---|---|
|   | # visits       | YTD              | # checkouts    | YTD              | # signups           | YTD            | Adult                       |                | Youth        |               |   |   |   |   |
|   |                |                  |                |                  |                     |                | # adult                     | YTD            | # youth      | YTD           |   |   |   |   |
| <b>BRANCH ACTIVITY</b>                                      |                |                  |                |                  |                     |                |                             |                |              |               |   |   |   |   |
| Duncan/Traner (Public Hours)                                | 143            | 3,227            | 176            | 1,538            | 113                 | 861            | 0                           | 0              | 0            | 0             | 0 | 0 | 0 | 0 |
| Genach (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             |   |   |   |   |
| <b>Total:</b>   | <b>98,017</b>  | <b>782,529</b>   | <b>144,834</b> | <b>1,252,861</b> | <b>25,143</b>       | <b>201,911</b> | <b>1,625</b>                | <b>9,526</b>   | <b>6,968</b> | <b>52,637</b> |   |   |   |   |
| <b>ADMINISTRATION OUTREACH</b>                              |                |                  |                |                  |                     |                | 0                           | 955            | 75           | 2,020         |   |   |   |   |
| <b>ONLINE ACTIVITY</b>                                      |                |                  |                |                  |                     |                |                             |                |              |               |   |   |   |   |
| Downloadable Materials (ebooks, audiobooks, magazines)      |                |                  | 26,705         | 198,318          |                     |                |                             |                |              |               |   |   |   |   |
| Digital Visits (includes website, catalog, online services) | 221,278        | 1,831,881        |                |                  |                     |                |                             |                |              |               |   |   |   |   |
| Database Usage  |                |                  | 11,662         | 94,861           |                     |                |                             |                |              |               |   |   |   |   |
| Social Media Reach  |                |                  |                |                  |                     |                | 41,681                      | 277,591        |              |               |   |   |   |   |
| <b>Total:</b>   | <b>221,278</b> | <b>1,831,881</b> | <b>38,367</b>  | <b>293,179</b>   |                     |                | <b>41,681</b>               | <b>277,591</b> | <b>0</b>     | <b>0</b>      |   |   |   |   |
| <b>MISCELLANEOUS</b>  |                |                  |                |                  |                     |                |                             |                |              |               |   |   |   |   |
| Read & Share  |                |                  | 5,374          | 212,401          |                     |                |                             |                |              |               |   |   |   |   |
| <b>GRAND TOTALS</b>   | <b>319,295</b> | <b>2,614,410</b> | <b>188,575</b> | <b>1,758,441</b> | <b>25,143</b>       | <b>201,911</b> | <b>43,306</b>               | <b>288,072</b> | <b>7,043</b> | <b>54,657</b> |   |   |   |   |

# 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 |
|           | 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%    |
| July      | 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%    |
| August    | 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%    |
| September | 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%    |
| October   | 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%    |
| November  | 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%    |
| December  | 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%    |
| January   | 142,907      | 132,559     | -7.24%   | 87,713         | 88,435      | 0.82%    | 20,447              | 22,989      | 12.43%   | 7,545              | 7,631       | 1.14%    | 209,689        | 0.00%    |
| February  | 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%    |
| March     | 146,691      | 0           | 0        | 91,129         | 0           | 0        | 23,070              | 0           | 0        | 8,682              | 0           | 0        | 0              | 0.00%    |
| April     | 143,844      | 0           | 0        | 82,361         | 0           | 0        | 21,919              | 0           | 0        | 7,299              | 0           | 0        | 0              | 0.00%    |
| May       | 137,787      | 0           | 0        | 85,910         | 0           | 0        | 22,678              | 0           | 0        | 5,871              | 0           | 0        | 0              | 0.00%    |
| June      | 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    | 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.

ITEM 6e

\*\*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 By Branch / Cumulative By Month / Resulting In Yearly Total- Thru February

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

|                         | Meeting Room Use |               |               |            |              |               | 2015-2016<br># of Meetings | % Change | 2014-2015<br>Attendance | 2015-2016<br>Attendance | % Change |            |            |
|-------------------------|------------------|---------------|---------------|------------|--------------|---------------|----------------------------|----------|-------------------------|-------------------------|----------|------------|------------|
|                         | 2014-2015        | 2015-2016     | # of Meetings | % Change   | 2014-2015    | 2015-2016     |                            |          |                         |                         |          | Attendance | Attendance |
|                         | # of Meetings    | # of Meetings | % Change      | Attendance | Attendance   | % Change      |                            |          |                         |                         |          |            |            |
| 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                          |          |                         |                         |          |            |            |
| <b>Totals</b>           | <b>545</b>       | <b>596</b>    | <b>9.36%</b>  |            | <b>9,873</b> | <b>11,610</b> | <b>17.59%</b>              |          |                         |                         |          |            |            |

ITEM 6e

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