

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF THE MEETING OF THE
LIBRARY BOARD OF TRUSTEES**

Day: Thursday
Date: April 11, 2024
Time: Beginning at 5:30 pm
Location: Community Center, Robert 'Bob' Crowell Board Room
851 East William
Carson City, NV 89701

AGENDA

NOTICE TO THE PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the Library Board of Trustees meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

NOTICE TO PUBLIC:

The public may provide public comment in advance of a meeting by written submission to the following email address: jholt@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

Notice to persons with disabilities: Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please notify the Carson City Library Administrative office in advance so that arrangements may be made. Requests may be made in writing and addressed to the office at 900 N. Roop St., Carson City NV 89701, or by calling 775-887-2244, ext. 7554.

Agenda Management Notice: Below is an agenda of all items scheduled to be considered. Notice is hereby provided that items on the agenda may be taken out of order, two or more agenda items may be combined for consideration and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

I. Call to Order - Roll Call

II. Public Comment

Members of the public who wish to address the Library Board of Trustees may come forward and speak on any topic that is relevant to or within the authority of the Library Board. The Board respects the right of citizens to present differing opinions and views. Comments may be limited to three minutes per person. If you believe your item requires extended discussion or action, you may ask a member of the Board to place it on the Board’s agenda for a future meeting. No action may be taken on a matter

raised under this item of the agenda unless the matter is noticed on a Board agenda as an item on which action may be taken. In accordance with the Open Meeting Law, the Chairperson may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

III. FOR POSSIBLE ACTION - Approval of minutes of previous meeting

- III.a FOR POSSIBLE ACTION – Approval of minutes of previous meetings (February 22, 2024 and March 14, 2024).
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IV. FOR POSSIBLE ACTION - Library Board of Trustees Business

- IV.a For Possible Action: Discussion and possible action regarding a proposed interlocal contract between the State of Nevada acting by and through its Governor’s Office of Economic Development (“GOED”), Carson City Library and Carson City (“Contract”) to offer innovative career exploration experiences within the Carson City Library and throughout the State of Nevada; and (2) a proposed acceptance of an award not to exceed \$1,559,500, effective upon approval by the State of Nevada Board of Examiners through June 30, 2026. (Joy Holt, jholt@carson.org).

Staff Summary: The proposed Contract sets the terms under which the Carson City Library would become a GOED Strategic Workforce Program-in-Residence Partner and includes the acceptance of an award of \$1,559,500 to be used to staff a Senior Workforce Development Professional (“SWDP”) and several subcontracted positions within the Carson City Library, to leverage virtual reality (“VR”) and other advanced technologies, to expand career information access and deliver individualized career mapping (“ICM”) services to undeserved communities. The funding will be distributed over the course of two years as follows: SWDP - \$285,000; subcontracted positions - \$442,000; VR field trips - \$350,000; content management license for VR career on-ramp tools - \$180,000; impact analytic services - \$100,000; outreach support including travel - \$200,000; training-hub content management system - \$2,500.

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- IV.b For Possible Action: Discussion and possible action regarding a contract between the Carson City Library (“Library”) and Califa Group, LLC (“Califa Group”) for a total not to exceed amount of \$442,000.00 for one full time and two part time subcontracted positions funded through an award from the State of Nevada Governor’s Office of Economic Development (“GOED”), through June 30, 2026, and authorization of the Library Director to execute the contract.

Staff Summary: This is a two-year contract with Califa Group. Califa Group will work closely with the Library Director throughout the contract to ensure accurate financial record-keeping and reporting. With a Califa fee structure of 10 percent, the total projected amount for the term of the contract is not to exceed \$442,000.00 and will be paid once the Library receives the award from GOED.

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- IV.c FOR POSSIBLE ACTION – Presentation, discussion and possible action regarding an updated draft letter to the Administrator of the Nevada State Library and the State of Nevada Department of Administration requesting the Governor to consider recommending more funding for the State Library Collection Development grant-in-aid program.

Staff Summary: The Carson City Library is a recipient of an annual grant-in-aid award under the Nevada State Library, Archive, and Public Records Collection Development grant program. The grant program provides State funds to assist Nevada public libraries with developing and expanding their collections per Nevada Revised Statutes 378.087. At its March meeting, the Library Board of Trustees provided direction to the Library Director regarding the content of the letter. An updated draft letter is being provided for further consideration and possible action.

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V. INFORMATION ONLY - Library Director representative administrative reports

- V.a FOR DISCUSSION ONLY: Administrative reports of Library Director consisting of reports concerning general fund, gift fund, grants, staffing updates, programming and outreach events for April 2024, and updates on Carson City Library administrative activities since the previous reports.

[Click Here for Staff Report](#)

VI. INFORMATION ONLY - Board Members - announcements & request for information.

VII. Public Comment

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VIII. FOR POSSIBLE ACTION - Adjournment

*Copies of the reference material and any additional supporting material will be made available at the Carson City Library, located at 900 N. Roop St., Carson City, NV 89701 or by contacting Joy Holt, Library Director at 775- 283-7554 or jholt@carson.org. Copies of any such materials will also be made available at the meeting site. **In accordance with NRS 241.020, this agenda has been posted before 9:00 a.m. three working days before the day of the meeting at the following locations: Carson City Library, 900 N. Roop St., Carson City, NV 89701 Carson City Library Website: <http://www.carsoncitylibrary.org/about/board/meetings-and-notice> Nevada Public Notice Website: notice.nv.gov.