

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

Day: Thursday
Date: June 12, 2025
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.

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. Public comment during a meeting is limited to three minutes for each speaker.

I. Call to Order: Library Board of Trustees

II. Roll Call

III. Public Comment:**

The public is invited at this time to provide comment on any topic that relates to a matter over which this public body has supervision, control, jurisdiction or advisory power, including any such matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised during this period for public comment.

IV. For Possible Action: Approval of minutes

IV.a May 8, 2025
[Click Here for Staff Report](#)

V. For Possible Action: Library Board of Trustees Business

V.a For Possible Action: Discussion and possible action regarding an annual unclassified employee performance evaluation for the Library Director, Joy Holt.

[Click Here for Staff Report](#)

VI. Non-Action Items:

VI.a Library Director's administrative reports.

VII. Public Comment:**

The public is invited at this time to provide comment on any topic that relates to a matter over which this public body has supervision, control, jurisdiction or advisory power, including any such matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised during this period for public comment.

VIII. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** – The Library Board of Trustees will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the Library Board of Trustees agenda as an item upon which action may be taken. Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of the meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak. Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and would not be subject to a three-minute time limitation.

Agenda Management Notice: Items on the agenda may be taken out of order, the public body may combine two or more agenda items for consideration, and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, including copies of the supporting material regarding any of the items listed on the agenda, please contact Joy Holt, Library Director, in writing at 900 N. Roop St., Carson City, NV 89701 or at jholt@carson.org, or by phone at (775) 283-7554 at least 24 hours in advance.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Carson City Library Administrative Office in writing at 900 N. Roop St., Carson City NV 89701, or by calling (775) 887-2244, ext. 7554 at least 24 hours in advance.

This agenda and backup information are available on the City's website at www.carson.org/agendas and at the Carson City Library, 900 N. Roop St., Carson City, Nevada (775) 283-7554.

This notice has been posted at the following locations:
Carson City Library, 900 N. Roop St.
<http://www.carsoncitylibrary.org/about/board/meetings-and-notice>
www.carson.org/agendas
<http://notice.nv.gov>



STAFF REPORT

Report To:

Meeting Date: June 12, 2025

Staff Contact:

Agenda Title: May 8, 2025

Agenda Action: Formal Action / Motion **Time Requested:**

Proposed Motion

I move to approve the minutes for May 8, 2025.

Board's Strategic Goal

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Attachment(s):

[05-08-2025 Draft Minutes.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

Draft Minutes of the May 8, 2025 Regular Meeting Page 1

A regular meeting of the Carson City Library Board of Trustees was scheduled for 5:30 p.m. on Thursday, May 8, 2025 in the Carson City Community Center Robert “Bob” Crowell Board Room, 851 East William Street, Carson City, Nevada 89701.

PRESENT: Chairperson Sarena Nichols
Vice Chair Beth Lucas
Trustee Elizabeth Markle
Trustee Jonathon Olivas

STAFF: Adam Tully, Deputy District Attorney
Joy Holt, Library Director
Briana Munoz, Public Meetings Clerk

NOTE: A recording of these proceedings, the Library Board’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Public Meetings Division of the Carson City Clerk’s Office, during regular business hours. For minutes and audio recordings of this Board’s meetings, please visit <https://www.carson.org/government/city-meetings>.

I. CALL TO ORDER

(5:33:28) – Chair Nichols called the meeting to order at 5:33 p.m.

II. ROLL CALL

(5:33:37) – Roll was called; a quorum was present. Trustee Case was absent from this meeting.

III. PUBLIC COMMENT

(5:33:52) – Chair Nichols entertained public comments. Ed Skudlarek introduced himself as a Carson City resident and expressed appreciation for libraries. Mr. Skudlarek praised Carson City Library staff and the Board of Trustees, mentioning his positive experiences with library services and conference rooms. He noted his interest in applying for a position as Trustee and expressed appreciation for the qualifications of the Board. Mr. Skudlarek thanked Trustees for their efforts and said libraries were a “vital part of democracy.”

IV. FOR POSSIBLE ACTION – APPROVAL OF MINUTES OF PREVIOUS MEETING

IV.a. APRIL 10, 2025

(5:37:26) – Chair Nichols introduced the item and entertained changes, comments, and/or a motion.

(5:37:44) – MOTION: Trustee Markle moved to approve the April 10, 2025 meeting minutes as presented. Vice Chair Lucas seconded the motion.

(5:38:00) – Chair Nichols expressed concerns with the phrasing on page 5 of the April 10, 2025 meeting minutes, noting that the summary of Trustee Markle’s comments did not accurately reflect the discussion. Trustee Markle

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
May 8, 2025 Regular Meeting
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clarified that Human Resources Director Jeff Coulam had suggested focusing on future objectives, which she said satisfied her concern.

(5:40:48) – MOTION: Chair Nichols called for a vote. The motion carried 4-0-0.

V. FOR POSSIBLE ACTION: LIBRARY BOARD OF TRUSTEES BUSINESS

V.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING DIRECTION FROM THE LIBRARY BOARD OF TRUSTEES ("BOARD") ON THE PROCESS AND TOOLS FOR COMPLETING THE LIBRARY DIRECTOR'S FORTHCOMING ANNUAL PERFORMANCE EVALUATION

(5:41:07) – Chair Nichols introduced the item. Ms. Holt referenced the Staff Report and Supporting Materials, all of which are incorporated into the record.

(5:41:31) – Chair Nichols asked if there was an issue with the current process. Mr. Tully confirmed and explained that the current method of individual deliberations could constitute a constructive quorum. He presented a revised process to ensure compliance with Open Meeting Law while allowing for an efficient evaluation process. Chair Nichols expressed concerns regarding possible new trustees not being able to participate in evaluations if the current method changed and Mr. Tully acknowledged the issue, noting that either way it could not be resolved.

(5:43:50) – Trustee Markle explained that each Trustee would submit individual numerical evaluations, which would be compiled into a final version. Mr. Tully confirmed that the compilation would take place during an open meeting. Trustee Markle clarified that the individual forms would be attached to the final version. Mr. Tully noted that comments could be made but recommended providing substantive feedback to Ms. Holt directly in an individualized setting. He added that this process was the most efficient way to conduct the evaluation. Trustee Olivas clarified that open discussion was still allowed but one-on-one feedback was encouraged for time efficiency.

(5:46:02) – In response to Vice Chair Lucas' question, Mr. Tully explained that Trustees could complete the forms however they preferred. Ms. Holt confirmed that all individual evaluations would be attached to the final version, adding that she would receive all scores and comments. In response to Vice Chair Lucas' question, Ms. Holt confirmed that the staff 360 evaluations were already sent and responses were due May 8, 2025.

(5:46:56) – In response to Chair Nichols' question, Ms. Holt referenced the April 10, 2025 Agenda Item No: V.a Staff Report, which is incorporated into the record as Late Material. Ms. Holt explained that HR would compile the evaluations and send them to the Chair by May 15, 2025 and the Chair would forward them to each Trustee separately by May 23, 2025. Ms. Holt emphasized the importance of avoiding quorum violations, adding that she had emailed her self-appraisal individually to each Trustee.

(5:50:27) – MOTION: Vice Chair Lucas moved to approve the amendments to the annual performance evaluation process proposed by Staff as we just presented. The motion was seconded by Trustee Olivas and carried 4-0-0.

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
May 8, 2025 Regular Meeting
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VI. NON-ACTION ITEMS

VI.a LIBRARY DIRECTOR'S ADMINISTRATIVE REPORTS.

(5:51:02) – Chairperson Nichols introduced the item. Ms. Holt referenced the General Fund, Gift Fund, and Grant Fund, and Supporting Materials, all of which are incorporated into the record.

(5:52:17) – Ms. Holt provided the Library Director's Report, which is incorporated into the record. She reported that the senior Library Assistant position had been tentatively filled by internal candidate Jalen Quibble, who was receiving her Master's in Library Science. Ms. Holt noted that one senior Library Assistant position remained open.

(5:56:06) – Ms. Holt provided updates on the strategic plan contract, noting that the contract was changed to correct project dates. She reported that donation requests for the Friends of the Carson City Library were complete, adding that she would present the funding request at the Friends' Board meeting on May 19, 2025. Ms. Holt noted that the requested funding would support digital collections, the Summer Reading Challenge, community programming, Capital City reads, and lease support for adult and youth spaces.

(6:01:37) – Vice Chair Lucas asked about the interviewing process and Ms. Holt explained that interviews were conducted by her and the deputy director due to limited staffing, noting that a third interviewer would be ideal.

VI.b TRUSTEES' REPORTS, ANNOUNCEMENTS AND REQUESTS FOR INFORMATION.

(6:03:05) – Chairperson Nichols introduced the item and entertained announcements and requests for information; however, none were forthcoming.

VII. PUBLIC COMMENT

(6:03:33) – Chairperson Nichols entertained public comments. Mr. Skudlarek asked if details for services mentioned in the Library Director's Report were provided to patrons and Ms. Holt confirmed that more information is provided to patrons directly.

VIII. FOR POSSIBLE ACTION – ADJOURNMENT

(6:05:14) – Chairperson Nichols adjourned the meeting at 6:05 p.m.

The Minutes of the May 8, 2025 Carson City Library Board of Trustees meeting are so approved this 12th day of June 2025.



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** June 12, 2025

Staff Contact: Joy Holt, Library Director

Agenda Title: For Possible Action: Discussion and possible action regarding an annual unclassified employee performance evaluation for the Library Director, Joy Holt.

Agenda Action: Formal Action / Motion **Time Requested:** 30 minutes

Proposed Motion

I move to approve the 2025 performance evaluation of the Library Director, as discussed.

Board's Strategic Goal

Organizational Culture

Previous Action

Background/Issues & Analysis

In accordance with NRS 379.025(1)(b), the Carson City Library Board of Trustees ("Board") will complete an annual performance evaluation of the Library Director on or before July 1 of each year.

During the Board's April 10, 2025, and May 8, 2025, meetings, it established a process for conducting its deliberations and taking action on Director Holt's annual evaluation. Each Trustee should have already received a copy of Director Holt's self-evaluation and anonymous survey results from Library employees regarding Director Holt's performance. Additionally, each Trustee should have completed their own individual evaluation form for Director Holt. At the June 12, 2025, meeting, the Trustees will deliberate and compile their individual evaluations of Director Holt into a single evaluation document. Specifically, the Board Chair will compile the Trustees' numerical scores onto a single, final version of the form. Each Trustees' individual form will also be attached to the final, compiled evaluation form.

Director Holt received timely notice that the Board may be considering her character, alleged misconduct, professional competence, or physical or mental health during this meeting, as required by NRS 241.033; therefore, deliberations regarding character, competence, and performance that are relevant Director Holt's job duties, job description, existing and proposed goals or objectives, or other matters properly related thereto may be conducted.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 241.033. 379.025

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: 1016200-500101

Is it currently budgeted? Yes

Explanation of Fiscal Impact:

Alternatives

Attachment(s):

[2025 Library Director Feedback Survey Results.pdf](#)

[Holt, J_FY25_Performance Appraisal and Training Certs_05012025.pdf](#)

[Holt, J_Notice of Evaluation \(Served\)_05292025.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

LIBRARY DIRECTOR FEEDBACK SURVEY

Submitted by Jeff Coulam, Human Resources Director

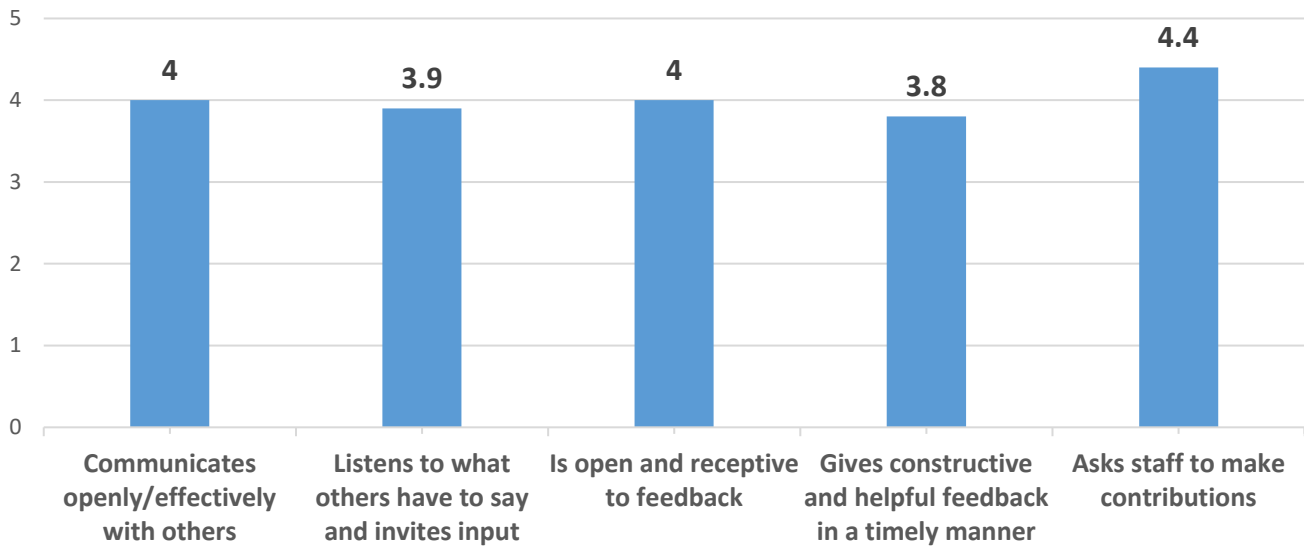
May 12, 2025

A web-based survey was sent to 12 employees and to Library Director Joy Holt on April 24, 2025 to provide input on the performance of management, specifically the performance of Director Holt, over the last year. Out of the 12 employees, 9 completed the survey. Director Holt also completed the survey and reviewed herself.

The survey asked participants to rate Director Holt's behavior and skills in the areas of communication, customer focus, personal behavior, planning and organization, decision making and problem solving, and leadership over the last 12 months. Participants were also provided with the opportunity to comment in each specific area as well as general comments. This report contains aggregated employee data.

COMMUNICATION

AVERAGE EMPLOYEE RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Employee comments:

Director Holt is a very direct communicator. Her feedback is always fair.

Joy is deeply committed and brings a lot of energy to her work. She sometimes responds before someone has had the chance to fully finish their thought. There have been moments when this has led to misunderstandings or left people feeling like their input wasn't fully heard. I think taking a little extra time to pause and listen all the way through could go a long way in making sure everyone feels understood and valued.

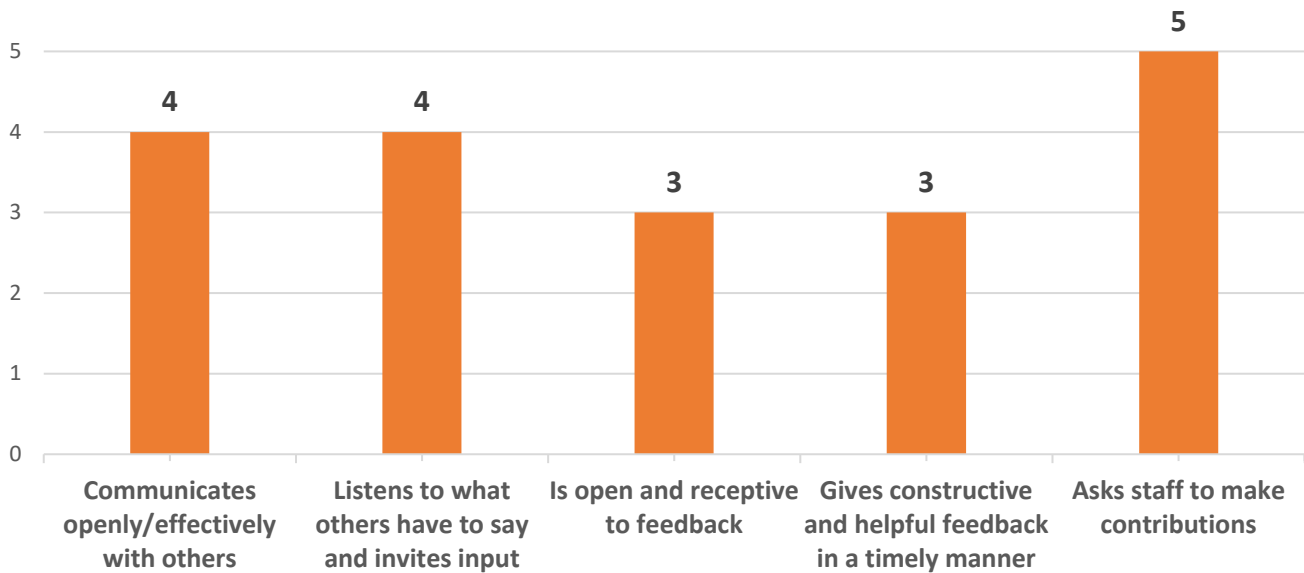
In my time with the Library, Joy has been very open with her communication, she has been very open to me coming to her with input and questions.

Director Holt has always been very responsive to me.

Joy communicates with staff in a direct, clear, and respectful manner, setting a strong example for workplace communication. She fosters an environment where honest, open, and professional dialogue is encouraged and expected among all library staff. By promoting clear and respectful communication, Joy strengthens collaboration, accountability, and trust within the organization.

In my opinion, an area Joy can improve on in is her communication and how she speaks to us. I understand her desire for high expectations. However, she has a very aggressive, intense demeanor when she is discussing things with us that we have done wrong. I hardly hear anything positive until my yearly employee evaluation.

DIRECTOR HOLT RESPONSE



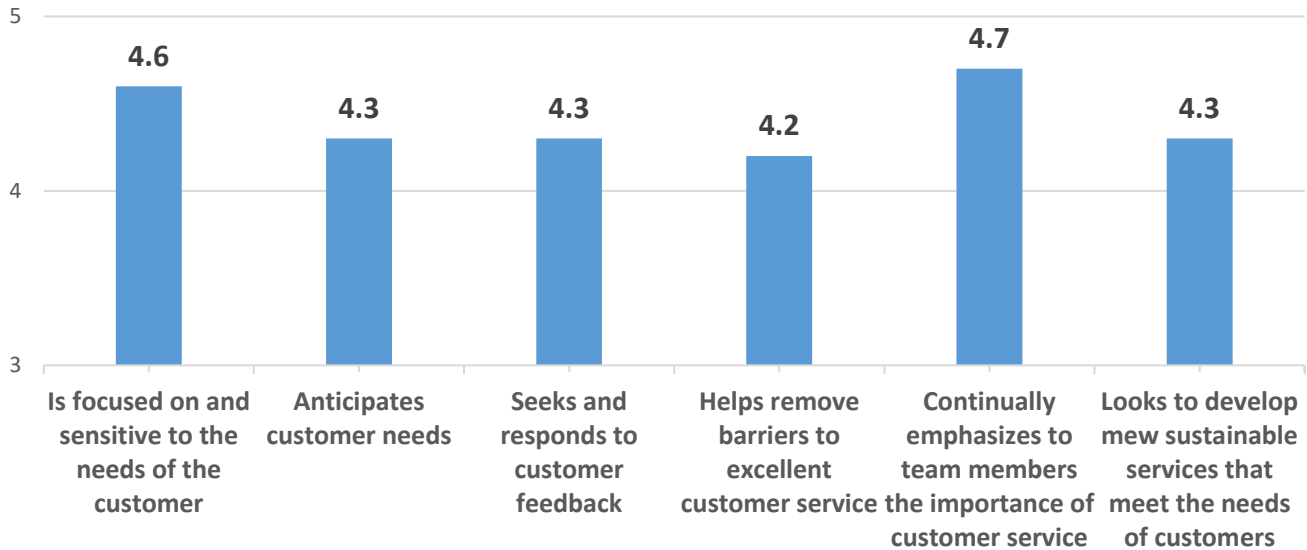
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

I consistently work on my communication skills and style and make every effort to communicate with each employee in a way that suits their individual needs. However, this hasn't always been effective and some employees perceive my different approach with different employees as a negative. I always strive to hear what others have to say and invite input but it has been difficult to manage staff members' expectations of how I should respond to their input. Some staff become upset when their suggestions do not become reality and I am regarded as not being open or receptive to feedback. I always try to explain my reasoning behind a decision but sometimes folks don't agree with my decision regardless of my reasoning. I am typically swift with feedback but some staff have expressed a preference for complete autonomy over their work and do not respond positively to feedback if it involves a suggested area for improvement.

CUSTOMER FOCUS

AVERAGE EMPLOYEE RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Employee comments:

Director Holt has customer service at the forefront of her decisions. She understands that customers are the primary focus of the Library and meeting their needs are a primary function.

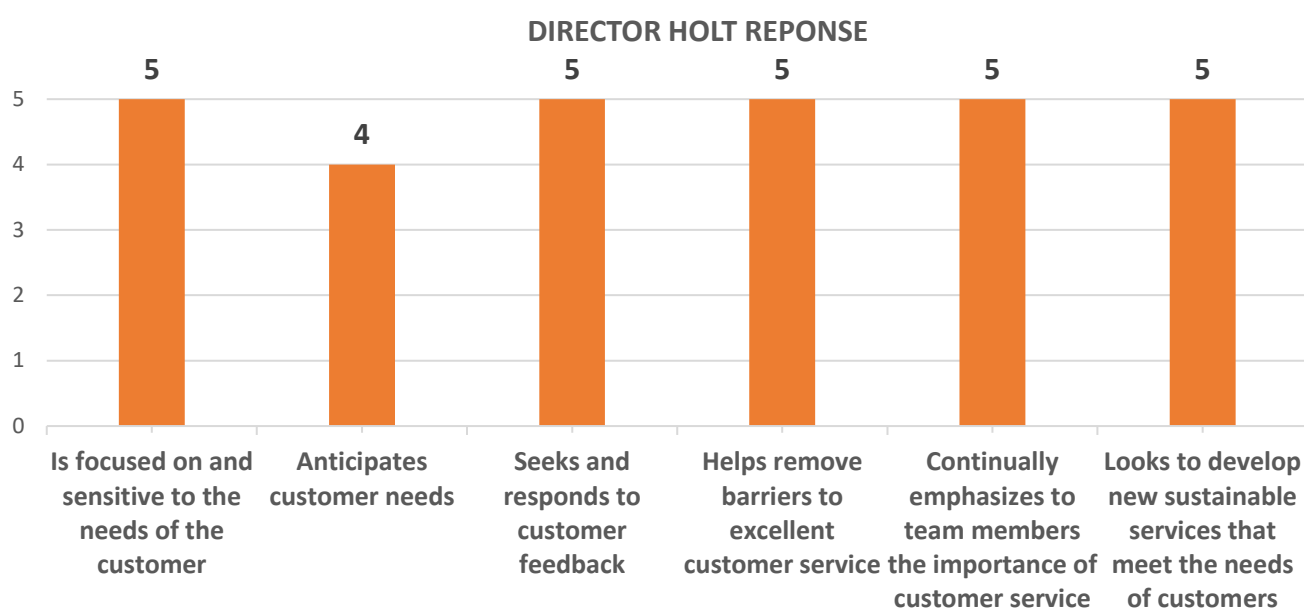
Over the past year, Joy has consistently emphasized the importance of customer service and made it clear that serving the public is one of the library's highest priorities. She's been a strong supporter of the Workforce Development program, which has been part of the library for some time, and continues to champion its growth by working with outside organizations to enhance the services we offer the community. There are a couple of opportunities that could further strengthen our customer service. One is training. While we hold regular in-house sessions, they're typically led by our director or fellow staff members, which makes it hard to simulate the real-world tension of public-facing situations. Bringing in an outside trainer—especially for de-escalation—could provide a more realistic experience and help staff feel more confident and prepared. Another area is signage. Some signs, like the outdoor smoking notice, don't reflect the actual policy we enforce, which can understandably cause confusion.

Joy always emphasizes how importance customer service is.

Joy's customer focus is outstanding!

Joy consistently approaches her work with a strong focus on enhancing the patron experience. Her leadership fosters an environment where innovation is driven by a genuine commitment to meeting patron needs and continually improving the library's impact. This dedication is reflected in tangible improvements throughout the library, including the addition of more usable spaces like the study pod and the renovation of existing spaces such as the Digitorium for teen engagement. Under Joy's direction over the past year, the library has also expanded its offerings by adding virtual services like Comics+ and new circulating resources such as blood pressure kits, further broadening the ways the library supports and serves its patrons.

It is clear to me as an employee that Joy is passionate about her staff providing great customer service. I would say it is a strength of hers. She regularly looks at patron complaints and evaluates them. Overall, Joy does a great job on prioritizing customer service.



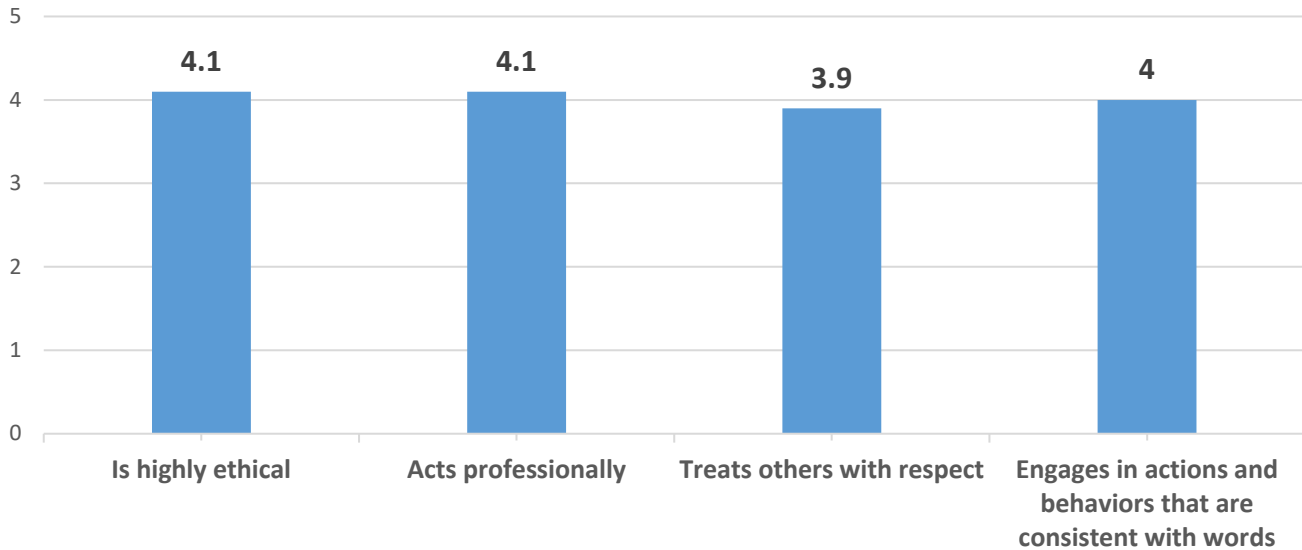
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

I am very customer service driven. Good customer service is something I discuss often with staff. I value sustainability and strive to provide services to customers based on their expressed needs and our ability as a team to sustain said services for the long term.

PERSONAL BEHAVIOR

AVERAGE EMPLOYEE RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Employee comments:

Director Holt is fair and equitable in her actions and behaviors. She consistently demonstrates integrity in her work and interactions, always upholding the Library's values and ethical standards.

Several staff members have left in the last 12 months. Director Holt often lashes out in staff meetings and staff are intimidated to such a degree that they don't disagree with her out of fear of retribution. Staff do not feel respected or heard on any level.

Over the past year, Joy has generally maintained a calm, professional presence. However, in stressful moments, she may respond more sharply to minor issues that she might otherwise handle with patience. While this is understandable, it can leave staff feeling uneasy or hesitant. A common concern among staff is that Joy can be difficult to approach. Her tone is often described as stern or emotionally distant, and some perceive her as cold or unapproachable. While this may stem from a desire to remain professional and composed, the lack of visible emotional response can create a sense of disconnect. Staff may not feel comfortable raising concerns or having open conversations, unsure of how their words will be received. Another issue raised by several team members is the perception of favoritism toward one staff member. Even if unintentional, this perception can impact morale and create a feeling of unfairness. It leads to concern that not all staff are being held to the same expectations, which undermines trust in leadership. That said, Joy has demonstrated a willingness to improve. Since the last review period, she appears to take feedback seriously and seems committed to growth.

She has a very open inviting demeanor.

Joy consistently demands excellence from her staff and encourages a culture of continual growth and improvement. She provides meaningful opportunities for staff to step outside of their comfort zones. Her leadership fosters both professional development and a high standard of service, creating a work environment where staff feel motivated, supported, and empowered to succeed.

Joy seems to give certain staff members extra favor and grace with making mistakes more so than other staff members. That hasn't ever seemed ethical to me. In my personal interactions with her, Joy is kind and respectful towards me. The friendly small talk we have with each other does lessen my anxiety with my work performance. One thing I do appreciate about Joy is that since the beginning of our work relationship, she has encouraged me to grow as an employee. She has told me a number of times that she believes in my potential. I am grateful for that.



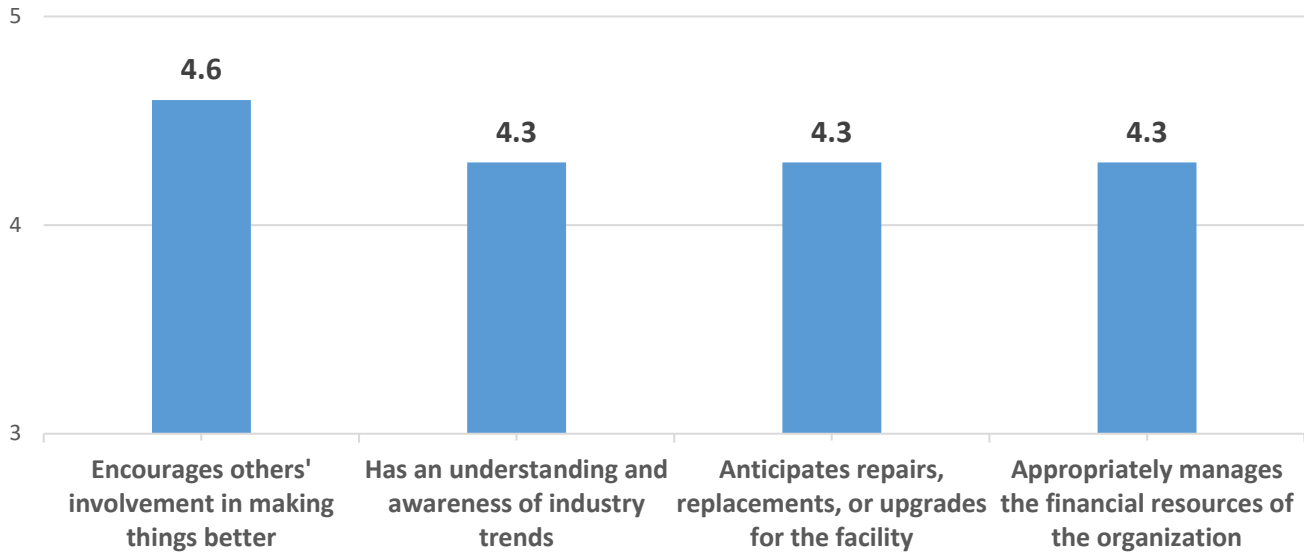
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

I have a high standard of ethics and professionalism but I have received feedback from staff members who have requested confidentiality, that some other staff members do not feel it is professional of me to hire folks for leadership positions that do not have an MLIS and what is perceived as adequate years working in a library.

PLANNING AND ORGANIZATION

AVERAGE EMPLOYEE RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Employee comments:

Director Holt effectively utilizes available resources to optimize productivity and achieve goals. She acknowledges the importance of continuous learning and adaptation in a changing field.

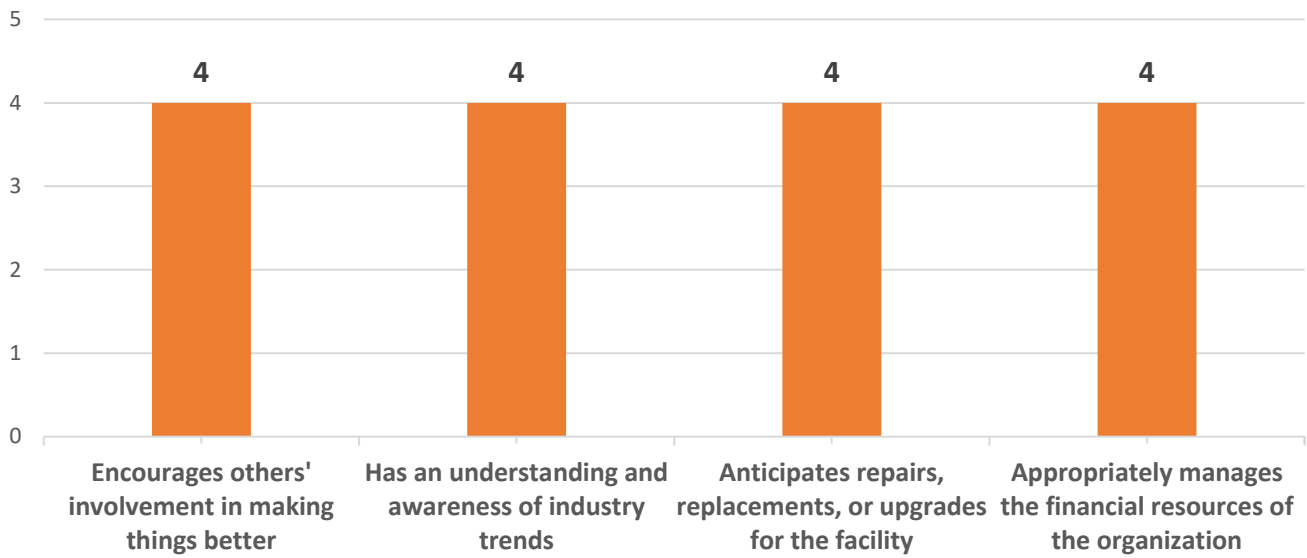
Joy demonstrates strong organizational and planning skills. Over the past year, there haven't been any noticeable delays or disruptions tied to a lack of preparation on her part. Projects and events consistently move forward on schedule, and day-to-day operations remain steady. She's proactive in checking in with staff, often sending emails to follow up on progress and ensure everyone is on track with their part of a plan. This helps keep things coordinated and prevents last-minute surprises.

All staff are invited and encouraged to attend programming meeting to have input on what and how we do them. Staff are encouraged to submit proposals to participate more with doing things with the public.

Joy consistently demonstrates strong fiscal stewardship of the Carson City Library, proactively planning for both current needs and future sustainability. She encourages long-term thinking, such as the creation of a technology replacement schedule, to ensure continued service reliability. Joy also maximizes the value of existing resources by promoting increased circulation of library technology and revitalizing underutilized materials. Through updated displays and strategic reconfiguration of physical spaces, she effectively draws patron attention to lesser-known collections, supporting both discovery and circulation growth.

The turn-over rate has been high lately. I think Joy has picked great new staff while dealing with that challenge.

DIRECTOR HOLT RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

My intention is to always encourage others in making things better. However, I get the sense that some staff perceive what I intend as encouragement as pressure to be involved at a level they are not prepared for.

DECISION MAKING AND PROBLEM SOLVING

AVERAGE EMPLOYEE RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

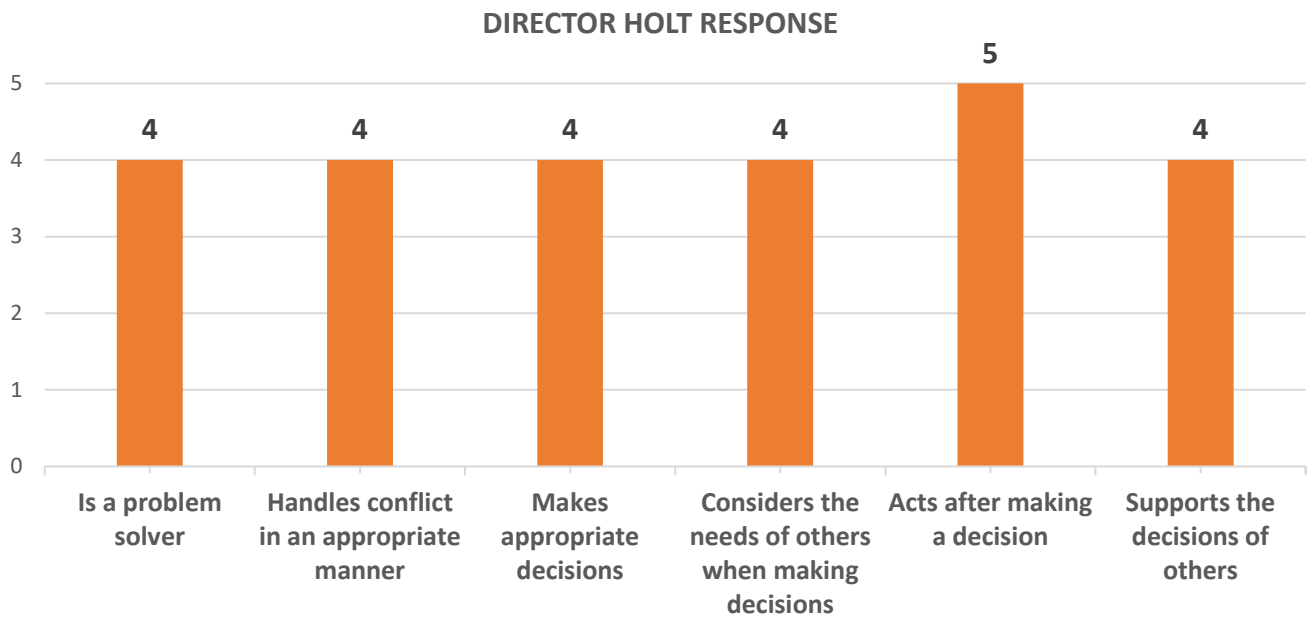
Employee comments:

Director Holt identifies and analyzes problems systematically, applying sound judgment and analytical skills to come up with effective solutions. She makes sound and informed decisions, considering all relevant factors and potential outcomes.

Joy demonstrates strong problem-solving skills and thoughtful decision-making. She actively engages in brainstorming with staff and makes an effort to ensure that her own ideas don't dominate the conversation. Even when she's critical of an idea, she remains supportive—often expressing her concerns while still encouraging staff to try it out with the understanding she could be wrong.

With any problems I have brought to Joy there has been discussion to fix the issues. The issues are brought up in staff meeting for all staff to have a say in how they think the problem can be fixed. The problem is that most employees will not speak up and complain about it later.

Joy approaches staff feedback with respect, fairness, and an open mind. She listens without bias and creates a safe environment for discussing workplace challenges. As a mentor, she is patient, kind, and empathetic—offering guidance with a mindset rooted in curiosity and a commitment to finding constructive solutions. Joy provides staff with meaningful opportunities for growth while also allowing the space to make mistakes and learn from them. Joy communicates her expectations clearly and sets a high standard for accountability. She ensures that staff understand directives and encourages open communication, emphasizing the importance of asking questions when clarification is needed. Her straightforward leadership style helps create a workplace culture grounded in transparency, responsibility, and mutual respect.



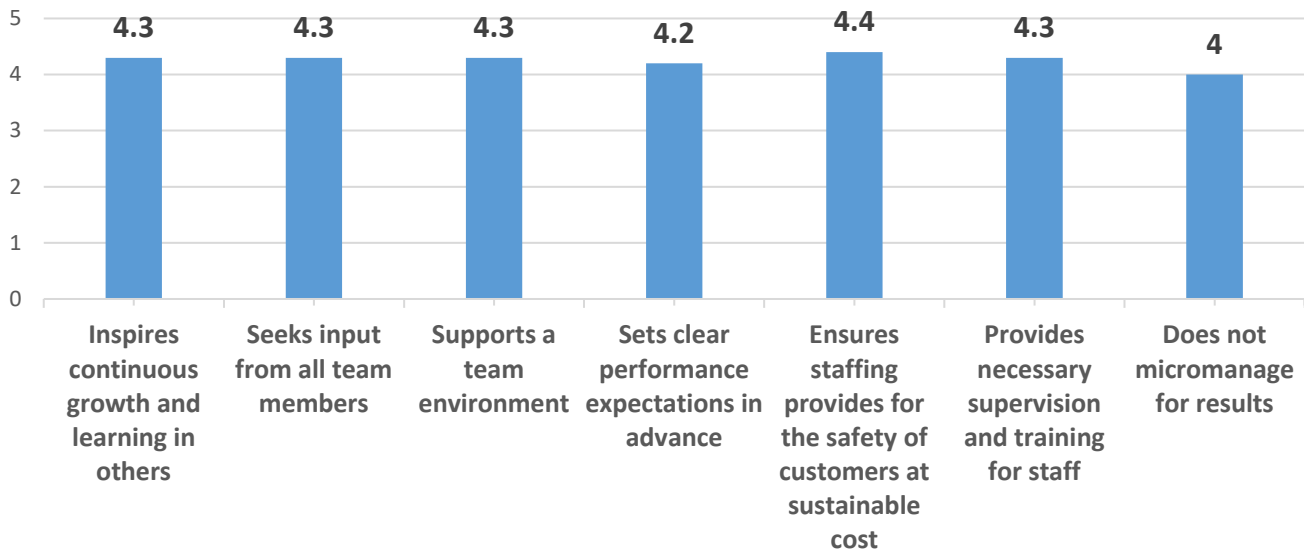
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

I am solutions based. I believe I typically handle conflict appropriately. I try to always make thoughtful and deliberate decisions but this can make me seem slow to act. However, when I've made a decision and formulated a plan, I take swift action.

LEADERSHIP

AVERAGE EMPLOYEE RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Employee comments:

Director Holt effectively delegates tasks, empowering team members to take ownership and develop their skills. She strives to balance monitoring team progress while encouraging team members to have more autonomy.

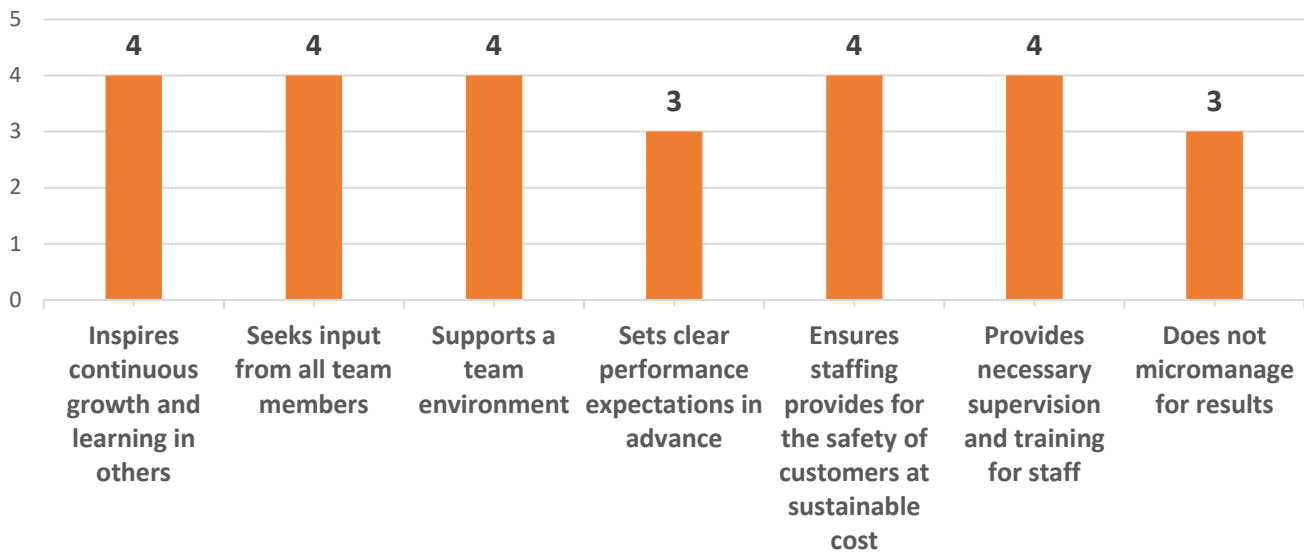
Joy consistently encourages teamwork and works to create a collaborative environment. She is strongly opposed to siloed work and promotes the idea that everyone, regardless of job title, should be willing to pitch in and support each other. While some staff prefer to work independently, Joy clearly values shared responsibility and cross-functional cooperation as key to a healthy library culture.

Joy has been nothing but inspiring to me and like a mentor.

I feel my input has been encouraged and welcome!

While Joy occasionally grapples with finding the right balance between close oversight and staff autonomy, her intentions are rooted in a deep commitment to excellence and growth. She actively fosters an environment that values independence and critical thinking, yet she is quick to step in with support when staff encounter challenges. Though this may sometimes be perceived as micro-managing, it stems from her belief that training and development are ongoing processes. Joy works diligently to instill this mindset across the organization, reinforcing that continuous learning is a cornerstone of professional success.

DIRECTOR HOLT RESPONSE



1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

I genuinely believe in every staff member's ability to develop and grow in their skills and abilities and I try to encourage them to expand. I try to be very clear with expectations but it can be tricky as to what level of clarity a staff member needs to feel both empowered and adequately guided and/or trained. Some staff members seem to want granular details when it comes to some assigned duties, but not with other duties. It can be hard to avoid being perceived as micromanaging when depending on the situation, asking for updates on progress is viewed as micromanagement. For example, some employees want all service desk situations to have a clearly outlined step-by-step procedure but any guidance on how to best develop a program they are facilitating is perceived as micromanagement. It has been a struggle this past year to find a balance between these two extremes.

OTHER COMMENTS

Examples of behavior, activities, feedback, or coaching Director Holt has provided that makes your job and work environment more enjoyable and meaningful to you.

Director Holt has always been available to chat if needed and has clear expectations for things, which I enjoy because I know if I'm doing my job correctly or not.
Although micro-managed, activities within the library are generally enjoyable.
While some of the feedback Joy has given me was difficult to hear at the time, it ultimately helped me grow as an employee. Her expectations have pushed me to challenge myself, work harder, and take more initiative in my role. I've learned a lot through that process, and I believe I'm better for it.
As a new supervisor I have gone to Joy with many things to make sure that: 1 I'm taking the right steps, and 2 to bring her attention to things that have been done wrong by other employees.
I appreciate the support, encouragement and feedback I have received.
Recently all staff was provided lunch which was a nice gesture.
Over the past 12 months, Joy has pushed me to pursue excellence in my work and professional growth. She has been an invaluable mentor, consistently modeling resilience, a strong work ethic, and an unwavering focus on both patron satisfaction and staff excellence. Joy created an environment where mistakes were treated as learning opportunities, while still maintaining a clear sense of accountability. Her leadership and example have been instrumental in my development, and I am grateful for the encouragement, support, and high standards she has set.
I was able to run a fingerboarding club for a long time. It gave me an opportunity to learn our 3D printer better for skatepark obstacles. It was fulfilling to teach members how to do basic fingerboarding tricks and give them a general sense of how to do it. In addition, I was given the opportunity to do several one-time programs with basic art crafts. One program was for National Poetry Month. Another program was for MLK Day.

Other comments

Director Holt is truly an asset to this Library and this community. It is my sincere hope she remains for many years to come to support and guide this Library and staff.
Joy can only do so much to get staff to do things the correct way. Joy can only fix what she is made aware of.
I have known Joy for a number of years around the library and always enjoy our interactions. I find her to be welcoming and professional and a pleasure to interact with!
Overall, Joy's performance over the past 12 months reflects dedication, strategic thinking, and a passion for both community impact and organizational excellence. She continues to elevate the Carson City Library through her vision, adaptability, and unwavering commitment to both staff and patrons.
One of my responsibilities is receiving boxes and packages that arrive in. That job has made my work more meaningful, as I have learned lots of technical things that have given me a better understanding of how our items circulate.

Director Holt Comments:

I try hard to support every staff member and encourage them in their work. I've really tried to serve as a mentor to the leadership staff and empower everyone to think critically and learn from one another.

This was a difficult year as it relates to staffing. Public librarianship is a special kind of public service that can be hard to understand until you are in the environment. It requires a certain measure of comfort with ambiguity, an ability to interact with customers from every variety of socio-economic background, and a willingness to sometimes do tasks that are beneath one's ability. Consequently, not every new hire is a good fit. Sometimes people don't think it is for them and leave, other times they do not meet expectations during their probationary period and are released. We've seen quite a few people come and go this year and it has been hard on our entire team. I'm committed to improving our turnover rate this next year by improving our preliminary selection process and our interviewing process as an effort to have better information and a better understanding of a candidate before hiring.



Carson City

Annual Employee Self-Appraisal

Employee Name:	Last	Holt	First	Joy	Review Date:	06/12/2025
Job Title:	Library Director					
Department/ Elected Office:	Library					
Supervisor:	Library Board of Trustees					

Objectives

List the objectives you have accomplished since you last evaluation, or in your first review period.

Accomplishments in review period include:

- Continued developing and implementing a programming and marketing plan with the Library Team resulting in increased programming and outreach across age groups by approximately 50%, a continuing increase in overall program attendance by approximately 25%, a continuing average of 300+ new library cardholders per month and an approximate 50% increase in community partnerships, including City organizations.
- Advocated for libraries across Nevada as the State's ALA Delegate, participating in dialogue and meetings with the ALA Council, attending the ALA mid-year conference virtually, and participating in additional professional development events including various Carson City School District functions and the Carson City Chamber of Commerce Leadership Institute.
- Continued to make staff and patron safety a priority by 1) Continued development and implementation of improved internal procedures and processes for rule enforcement, including safety protocol. 2) Consistently conducting rule enforcement techniques and safety training with Library Team during Staff Development Days and in weekly Team meetings, along with providing additional safety equipment as needed.
- Continued to analyze and monitor departmental workflow to create improved efficiency in library operations and services. Performed the hiring process for 3 new Library Assistants, 2 new Senior Library Assistants, a Circulation Supervisor, and a Collection Development Supervisor. Continued to prioritize necessary change application in task processes in consultation and collaboration with the library team while still monitoring effectiveness of changes and adjusting as needed.
- Identified needs, targeted, completed, and submitted proposals and applications for sustainable grant funding and contracts. This included monitoring and maintaining oversight and submitted necessary paperwork for State Collection Development grant, LSTA Study Pod grant, funding from the Friends of the Carson City Library, and an interlocal agreement with the Governor's Office of Economic Development.
- Continued to conduct space planning assessments and liaised with relevant City departments to outline strategic plan implementation and consider options for space changes, including the pending purchase of a new Information Desk, relocation of reference materials and shelving to complete change in Holds shelving, relocation of book displays and seating in youth area, change in seating and layout of Digitorium.
- Prioritized and allocated Library resources per consistent review and evaluation of program and service delivery. Continued to work with human-centered design consultant to develop, strategize, and implement improved services for our Teen demographic resulting in an approximate 40% increase in attendance during Teen Hours.
- Successfully submitted the Carson City Library FY26 budgets, maintaining effective oversight on Library spending.
- Creation of Carson City Library's FY26 budget augmentation requests.
- Continued to analyze, ensure, and enforce Carson City Library's compliance with City policies, rules, and regulations where/when needed.
- Demonstrated an ability to cast a long view, see implementation steps, and hold self and staff accountable for successful implementation and innovative forward movement.
- Cultivated manager leadership through comprehensive knowledge of all roles and responsibilities at the library in all positions, ensuring the library's upkeep, functionality, efficiency, and atmosphere.
- Led by example, personally engaging in all types of library tasks, from maintenance to program implementation, engaged in various training to improve communication skills and gain insight into how to best approach individual staff members to strengthen staff commitment, model effective leadership, and continue to expand professionally.
- Motivated staff and volunteers through direct involvement and clear communication of expectations, contributing to the library's vibrant and cooperative environment.
- Initiated and advanced new programs despite staff vacancies and finalized a groundbreaking partnership with the Governor's Office of Economic Development to support adult career services, enhancing the library's role in community and economic development.

Strengths

List what you consider to be your professional strengths.

My professional strengths include: my thoughtful analysis and continued persistence toward developing a strong and effective team in which employees can expand and further professionally develop. I can survey an organization from a forty-thousand-foot view but also come back to ground zero and maintain a clear vision for long-term growth while pivoting and adapting when necessary. I can effectively and quickly identify what information is most important in a complex situation and perform due diligence before moving to solutions; I am a thorough problem solver. I can give others space to get their work done by mindfully structuring work so that it aligns with people's goals, values, and motivation, but also set clear expectations. I welcome input and opportunities for improvement.

Development

List what you consider to be your areas for development.

Areas of Development include:

- Continued growth of understanding in areas of:
 - Effective, clear, and sensitive communication with staff.
 - Technology infrastructure in the library.
 - Knowledge storage.
 - Space planning, building, and reconfiguration.
- Improved understanding of Spanish language.

Training

List the areas/topics in which you would benefit from additional training.

I consider continued technology training as something essential and always ongoing, particularly as it relates to infrastructure and the implementation of new technology in the library. I would also like to participate in some kind of personality testing with the staff so that we might all gain a better understanding of how each of us operates and navigates the world

I have obtained all the required certificates, licenses, and registrations based on the official job description for this review period?

☒ Yes

☐ No. Please list below, what requirement has not been obtained and when will it be completed.

(Official Job Descriptions are available at <https://www.carson.org/government/departments-g-z/human-resources/employment/job-descriptions>)

Career Objectives

List the objectives you would like to achieve.

- Continue to evolve professionally and learn from my professional peers and teammates.
- Continue to analyze and develop more efficient and economical workflows and practices.
- Continue to support and help grow the Carson City Library's services to best meet the needs of our community with continued programming, collection development, outreach, and space development.
- Continue to help lead and actively participate in library advocacy and develop improved ways to provide access to information.
- Continue to improve communication style with Library staff.

Employee Comments

This has been a year of challenges and change but still, every day I get to work in the Carson City Library is a great day.

Please sign and return to your supervisor at least three weeks before your review date. Thank you.

☒ Attached are my required annual training certificates from Absorb

- Nevada Anti-Harassment Training for Employees (Classified/Part-time)
- Carson City-Nevada Anti-Harassment Training for Supervisors (Unclassified employees)
- Cybersecurity –Kevin Mitnick Security Awareness
- Inclusive Work Environment
- Cultivating Diversity, Inclusion, and Belonging at Work (Unclassified employees)
- Carson City- Safe and Sober Workplace-Supervisor Supplement (Unclassified employees)

☒ Attached is my PolicyTech report showing no tasks are required to be completed.



Employee Signature



Date

Certificate of Completion

This certificate has been awarded to

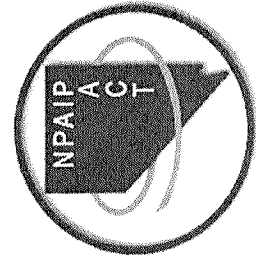
JOY HOLT

for completion of the following course

Carson City - Nevada Anti-harassment Training for Supervisors - 2024

2025-04-07

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

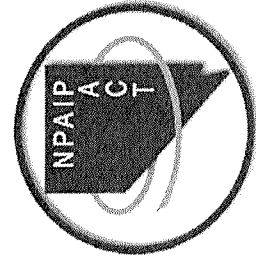
JOY HOLT

for completion of the following course

POOL/PACT - Cybersecurity - 2024 - Kevin Mitnick Security Awareness Training

2025-04-07

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

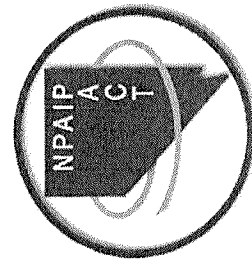
JOY HOLT

for completion of the following course

POOL/PACT - Inclusive Work Environment - 2025

2025-04-07

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

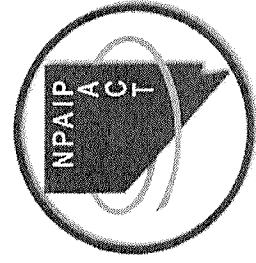
JOY HOLT

for completion of the following course

POOL/PACT - Cultivating Diversity, Inclusion, and Belonging at Work

2025-04-07

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

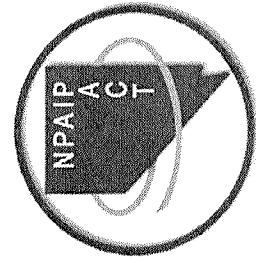
JOY HOLT

for completion of the following course

Carson City - Safe and Sober Workplace - Supervisor Supplement - 2024

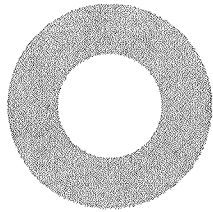
2025-04-07

Awarded On



Never

Expires On



Task Type

Task Count

 Read/Complete

28





May 29, 2025

Via Personal Service

Joy Holt, JD, MSLS
Carson City Library
900 North Roop Street
Carson City, Nevada 89701

Re: Notice of Meeting of the Carson City Library Board of Trustees to consider your character, alleged misconduct, professional competence, or physical or mental health

Director Holt:

In connection with your performance evaluation, the Carson City Library Board of Trustees ("Board") may consider your character, alleged misconduct, professional competence or physical or mental health at its meeting on June 12, 2025. The meeting will begin at 5:30 p.m. at the Bob Crowell Board Room in the Carson City Community Center at 851 East William Street. During this public meeting, the Board will consider the following general topics: your performance as the Library Director, your job description and duties, your progress on performance objectives from past performance evaluations, and matters properly related thereto. You are welcome to attend the meeting with an attorney or other representative of your choosing, present written evidence, provide testimony, and present witnesses relating to your character, alleged misconduct, professional competence, or physical or mental health.

If the Board determines it necessary after considering your character, alleged misconduct, professional competence, or physical or mental health, it may take administrative action concerning your employment at this meeting. This action may include, but is not limited to, a determination as to whether or not you are entitled to a merit pay increase. Additionally, as an at-will public officer serving at the pleasure of the Board, the Board is not be obligated to provide any form of progressive discipline and may terminate your employment with or without cause. This informational statement is in lieu of any notice that may be required pursuant to NRS 241.034.

This notice is provided to you under NRS 241.033.

Sincerely,

A handwritten signature in blue ink, appearing to read "Adam Tully", is written over a horizontal line.

Adam Tully
Deputy District Attorney
GARRIT S. PRUYT
Carson City District Attorney

Cc Joy Holt, jholt@carson.org

PROOF OF SERVICE

I, Adam Tully, declare under penalty of perjury, and pursuant to NRS 53.045 and NRS 241.033, that I personally served the foregoing **Notice of Meeting of the Carson City Library Board of Trustees to consider your character, alleged misconduct, professional competence, or physical or mental health** upon Joy Holt on May 29, 2025, at the Carson City Library (900 North Roop Street, Carson City, NV).

Dated this 29th day of May, 2025.


Adam Tully
Deputy District Attorney

101 GENERAL FUND FY25
AS OF
6/3/2025

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500101	SALARIES	1,017,942.00	1,017,942.00	713,382.98	0.00	304,559.02	70%
1016200	500102	HOURLY/SEASONAL	60,000.00	60,000.00	36,986.10	0.00	23,013.90	62%
1016200	500103	ADMINISTRATIVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500106	MANAGEMENT LEAVE PAY	0.00	0.00	9,418.45	0.00	-9,418.45	
1016200	500107	ANNUAL LEAVE PAYOFF	0.00	0.00	14,978.91	0.00	-14,978.91	
1016200	500108	SICK LEAVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500111	OVERTIME	0.00	0.00	519.92	0.00	-519.92	
1016200	500114	F L S A	0.00	0.00	0.00	0.00	0.00	
1016200	500116	HOLIDAY PAY	0.00	0.00	1,890.73	0.00	-1,890.73	
1016200	500125	TEMPORARY STAFFING	37,000.00	37,000.00	13,582.88	0.00	23,417.12	37%
1016200	500225	MEDICARE	15,544.00	15,544.00	11,213.96	0.00	4,330.04	72%
1016200	500230	RETIREMENT	298,361.00	298,361.00	213,922.50	0.00	84,438.50	72%
1016200	500240	GROUP INSURANCE	132,964.00	132,964.00	74,368.22	0.00	58,595.78	56%
1016200	500250	WORKERS' COMPENSATION	31,418.00	31,418.00	29,907.57	0.00	1,510.43	95%
1016200	500260	EDUCATION INCENTIVE	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
1016200	500271	PHONE ALLOWANCE	960.00	960.00	800.00	0.00	160.00	83%
1016200	500309	PROFESSIONAL SERVICES	20,000.00	20,000.00	6,499.64	0.00	13,500.36	32%
1016200	500330	TRAINING	8,000.00	8,000.00	1,314.62	0.00	6,685.38	16%
1016200	500346	FACILITY CONTRACT	950.00	950.00	0.00	0.00	950.00	0%
1016200	500349	CONTRACTUAL SERVICES	77,991.00	77,991.00	31,263.81	0.00	46,727.19	40%
1016200	500430	EQUIPMENT REPAIR & MAINT	890.00	890.00	585.59	0.00	304.41	66%
1016200	500433	SOFTWARE MAINTENANCE COST	36,073.00	36,073.00	34,420.77	0.00	1,652.23	95%
1016200	500434	BUILDING REPAIR & MAINT	471.00	471.00	0.00	0.00	471.00	0%
1016200	500444	OFFICE EQUIPMENT RENTAL	2,575.00	2,575.00	0.00	0.00	2,575.00	0%
1016200	500540	PUBLICITY/SPECIAL EVENTS	5,640.00	5,640.00	6,532.22	0.00	-892.22	116%
1016200	500542	PRINTING/ADVERTISING	5,000.00	5,000.00	1,200.31	0.00	3,799.69	24%
1016200	500545	MEMBERSHIP / PUBLICATIONS	1,500.00	1,500.00	509.95	0.00	990.05	34%
1016200	500580	TRAVEL	3,500.00	3,500.00	21.88	0.00	3,478.12	1%
1016200	500601	OFFICE SUPPLIES	8,000.00	8,000.00	6,998.57	0.00	1,001.43	87%
1016200	500602	POSTAGE/SHIPPING	12,000.00	12,000.00	7,184.66	0.00	4,815.34	60%

101 GENERAL FUND FY25**AS OF****6/3/2025**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500625	OPERATING SUPPLIES	22,688.00	22,688.00	13,689.18	0.00	8,998.82	60%
1016200	500643	JANITORIAL SUPPLIES	4,800.00	4,800.00	2,997.74	0.00	1,802.26	62%
1016200	500645	BOOKS/ PERIODICALS/ PUBLICATIO	183,340.00	183,340.00	147,480.68	31,471.98	4,387.34	80%
1016200	500660	VEHICLE FUEL/OIL	420.00	420.00	0.00	0.00	420.00	0%
1016200	500675	SMALL FURNISHINGS	5,500.00	5,500.00	233.29	0.00	5,266.71	4%
1016200	500680	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	
1016200	500710	TELEPHONE	17,411.00	17,411.00	10,523.33	0.00	6,887.67	60%
1016200	500712	POWER	23,000.00	23,000.00	20,292.32	0.00	2,707.68	88%
1016200	500713	HEATING	10,730.00	10,730.00	4,970.34	0.00	5,759.66	46%
1016200	500950	ISC: FLEET MANAGEMENT	2,304.00	2,304.00	2,304.00	0.00	0.00	100%
1016200	502450	CASH SHORT/OVER	0.00	0.00	7.50	0.00	-7.50	
1016200	507743	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00	0.00	
1016200	507745	POOL SLIDE REFURBISHING	0.00	0.00	0.00	0.00	0.00	
1016200	500241	CITY HSA CONTRIBUTION	9,560.00	9,560.00	5,286.31	0.00	4,273.69	55%
1016200	507760	CAP OUTLAY-LEASES	0.00	0.00	0.00	0.00	0.00	
1016200	509110	LEASE INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00	
1016200	508110	LEASE PRINCIPAL	0.00	0.00	0.00	0.00	0.00	
		TOTALS	2,057,532.00	2,057,532.00	1,425,288.93	31,471.98	600,771.09	69%

230 GIFT FUND FY25
AS OF
6/3/2025

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
2306200	500102	HOURLY/SEASONAL	0.00	0.00	0.00	0.00	0.00	
2306200	500111	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2306200	500125	TEMPORARY STAFFING	0.00	0.00	0.00	0.00	0.00	
2306200	500225	MEDICARE	0.00	0.00	0.00	0.00	0.00	
2306200	500250	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	0.00	
2306200	500309	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	
2306200	500570	CC DOWNTOWN FLOWERS	0.00	0.00	0.00	0.00	0.00	
2306200	500571	FACILITY FFE NON-CAPITAL	0.00	0.00	0.00	0.00	0.00	
2306200	500573	FACILITY FF FRIENDS NON-CAP	0.00	0.00	0.00	0.00	0.00	
2306200	500580	TRAVEL	0.00	0.00	0.00	0.00	0.00	
2306200	500618	COMMUNITY PROGRAMMING	1,000.00	6,000.00	6,000.00	0.00	0.00	100%
2306200	500623	COLLECTION - FOL	1,000.00	22,500.00	12,703.30	0.00	9,796.70	56%
2306200	500625	OPERATING SUPPLIES	1,000.00	15,000.00	1,454.60	0.00	13,545.40	10%
2306200	500630	CUSTODIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	
2306200	500631	YOUTH PROGRAMMING	0.00	0.00	0.00	0.00	0.00	
2306200	500632	NATIONAL LIBRARY WEEK	0.00	0.00	0.00	0.00	0.00	
2306200	500635	NOD \$5 INDIGENT LEGAL SERVICE	0.00	0.00	0.00	0.00	0.00	
2306200	500636	LABORATORY EXPENSES	0.00	0.00	0.00	0.00	0.00	
2306200	500639	MOBILE MAKERSPACE - MATCH	0.00	0.00	0.00	0.00	0.00	
2306200	500645	BOOKS/ PERIODICALS/ PUBLICATIO	2,500.00	34,675.00	14,639.01	13,520.77	6,515.22	42%
2306200	500685	OPERATING HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	
2306200	500699	UNDESIGNATED AMOUNTS	0.00	63,687.00	0.00	0.00	63,687.00	0%
2306200	501225	GRANT - OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	
2306200	501475	SUMMER LEARNING PROGRAM	1,000.00	5,000.00	212.37	0.00	4,787.63	4%
2306200	502450	CASH SHORT/OVER	0.00	0.00	0.00	0.00	0.00	
2306200	507743	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00	0.00	
2306200	593000	UNRESERVED FUND BALANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0%
2306200	501240	CAPITAL CITY READS	500.00	3,000.00	2,918.00	1,882.75	-1,800.75	97%
2306200	501241	DIGITAL COLLECTION	250.00	17,000.00	11,286.72	201.29	5,511.99	66%
2306200	501242	SUMMER READING PROGRAM FOL	250.00	6,500.00	2,714.03	0.00	3,785.97	42%
TOTALS			12,500.00	178,362.00	51,928.03	15,604.81	110,829.16	29%

275 GRANTS FY25**AS OF****6/3/2025**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
2756200	500101	SALARIES	0.00	25,000.00	44,043.54	0.00	-19,043.54	176%
2756200	500102	HOURLY/SEASONAL	0.00	0.00	0.00	0.00	0.00	
2756200	500111	OVERTIME	0.00	0.00	0.00	0.00	0.00	
2756200	500225	MEDICARE	0.00	300.00	638.57	0.00	-338.57	213%
2756200	500230	RETIREMENT	0.00	7,000.00	14,754.57	0.00	-7,754.57	211%
2756200	500240	GROUP INSURANCE	0.00	0.00	3,914.80	0.00	-3,914.80	
2756200	500250	WORKERS' COMPENSATION	0.00	600.00	2,428.34	0.00	-1,828.34	405%
2756200	501201	GRANT - SALARIES	0.00	0.00	0.00	0.00	0.00	
2756200	501202	GRANT - BENEFITS	0.00	0.00	0.00	0.00	0.00	
2756200	501225	GRANT - OPERATING SUPPLIES	0.00	1,457,152.00	588,178.82	19,228.75	849,744.43	40%
2756200	507010	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	
		TOTALS	0.00	1,490,052.00	653,958.64	19,228.75	816,864.61	44%

Library Director's Report

Library Director: Joy Holt

Library Board of Trustees Meeting: June 12, 2025



Staffing Updates:

- Open Positions:
 - 1 Senior Library Assistant position: interviews pending.
 - 1 Library Assistant position: interviews pending.
 - Workforce Development and Social Services Coordinator position: interviews pending.

Programming and Outreach Events:

Summer Reading Challenge Programs in June 2025.

- **Kick Off Party** *Date:* Saturday, June 14th. Pancake breakfast starts at 8:00 a.m. Kick off party starts at 10:00 a.m.-2:00 p.m. *Details:* Caterpillar Information and Habitat in the Digitorium. Guess Objects Game (lifecycle of various creatures) in the Nevada Section. Fish Bowl Toss in the Children's Area, Paper Sculpture Garden in the Makerspace, Worm in Dirt in the Secret Garden.
- **STEAM Build a Bird Feeder** *Date:* Wednesday, June 18th. *Details:* Children explore engineering concepts by building nests with natural and craft materials.
- **From Tiny Scales to Terrific Tails** (reptile show) *Date:* Saturday, June 21st. *Details:* A live presentation featuring reptiles and information about their habitats.
- **Nature Walk & Stroller Stroll** *Date:* Friday, June 27th. *Details:* A casual walk around the library grounds or nearby park with guided nature observations.
- **Creepy Crawly Quest** *Date:* Sunday, June 29th. *Details:* Explore bugs with magnifiers and feature the library's Community Science Backpack collection.

Additional June programs:

- **Family STEM Night** *Date:* Tuesday, June 2nd in the Secret Garden. *Details:* Families were invited to an evening of discover and hands-on fun using STEM kits provided by the Institute of Electrical and Electronics Engineers of Northern Nevada.
- **Medicare Seminars** *Date:* Monday, June 9th in the Digitorium. *Details:* Informational Medicare seminars will be held weekly to help patrons better understand their options and coverage.
- **Community Chest Group Connections** *Date:* Friday, June 27th in the Digitorium. This is Nevada Family First's free and voluntary program, designed to provide parents and guardians with information and help build their children's intellectual, language, social, and physical development from birth to age 5.

Additional Information:

- As of this writing, there are already 100 signups for the Summer Reading Program.
- Trustee Olivas has resigned from the Board effective 06/03/2025. Interviews for our 4 open Board seats will be conducted at the June 20th Board of Supervisors meeting.