

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

Day: Thursday
Date: September 11, 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 August 14, 2025
[Click Here for Staff Report](#)

V. For Discussion Only:

V.a For Discussion Only: Discussion and presentation to provide an update on the status and timeline for the development of the Library’s Five-Year Strategic Plan (“Plan”).
[Click Here for Staff Report](#)

VI. Non-Action Items:

VI.a Library Director's administrative reports.

[Click Here for Staff Report](#)

VI.b Trustees' reports, announcements, and requests for information.

[Click Here for Staff Report](#)

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: Library Board of Trustees **Meeting Date:** September 11, 2025
Staff Contact: Joy Holt, Library Director
Agenda Title: August 14, 2025
Agenda Action: Formal Action / Motion **Time Requested:** 5 minutes

Proposed Motion

I move to approve the minutes for August 14, 2025.

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

N/a

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):

[08-14-2025 Draft Minutes.pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
August 14, 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, August 14, 2025 in the Carson City Community Center Robert “Bob” Crowell Board Room, 851 East William Street, Carson City, Nevada 89701.

PRESENT: Chairperson Sari Nichols
Vice Chair Beth Lucas
Trustee Anne Lenhares
Trustee Elizabeth Markle
Trustee Reena Spansail

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

(5:31:35) – Chair Nichols called the meeting to order at 5:31 p.m.

II. ROLL CALL

(5:31:49) – Roll was called; a quorum was present.

III. PUBLIC COMMENT

(5:31:59) – Chair Nichols entertained public comments; however, none were forthcoming.

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

IV.a. JULY 10, 2025

(5:32:25) – Chair Nichols introduced the item and entertained changes, comments, and/or a motion. Chair Nichols and Vice Chair Lucas noted corrections to the meeting minutes.

(5:37:34) – **MOTION:** Trustee Markle moved to approve the July 10, 2025 meeting minutes with the corrections that were discussed on the record. Vice Chair Lucas seconded the motion. The motion carried 5-0-0.

V. FOR POSSIBLE ACTION: LIBRARY BOARD OF TRUSTEES BUSINESS

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
August 14, 2025 Regular Meeting
Page 2**

VI. FOR DISCUSSION ONLY:

VI.a FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION FROM THE FRIENDS OF THE CARSON CITY LIBRARY REGARDING ACTIVITIES OF THE ORGANIZATION.

(5:38:37) – Chairperson Nichols introduced the item. Trustee Markle described her role as a volunteer at Browser’s Corner and as president of the Friends of the Carson City Library. She provided background on the organization, noting that funds from used book sales supported the Library. Trustee Markle stated that Browser’s Corner operates Tuesday through Saturday from 9 a.m. to 5 p.m. Chair Nichols highlighted the need to improve collaboration between the Library and Browser’s Corner. Trustee Markle noted that public meetings for the Friends of the Carson City Library were held on the third Monday of each month. Discussion ensued regarding meeting attendance and the risk of forming a quorum. Chair Nichols encouraged partnership between the Library and Browser’s Corner such as displaying Library calendars at the bookstore or highlighting contributions made to the Library at the store.

(5:52:54) – Trustee Spansail asked if volunteers noticed unmet needs and Ms. Holt described communication challenges between Browser’s Corner volunteers and Library Staff. Trustee Markle acknowledged the issue and agreed to pass on the information.

(6:01:18) – In response to Trustee Lenhares’ question, Trustee Markle went over the process for donating books to schools.

(6:05:56) – Trustee Markle encouraged Friends of the Carson City Library membership, noting a \$20 membership fee. She announced an Author Talk event featuring Bruce Rettig on August 15, 2025 at 5:30 p.m. Chair Nichols suggested receiving quarterly updates on Friends of the Carson City Library activities and Trustee Markle and Ms. Holt agreed.

VII. NON-ACTION ITEMS:

VII.a LIBRARY DIRECTOR'S ADMINISTRATIVE REPORTS.

(6:10:21) – Chair Nichols introduced the item. Ms. Holt referenced the Staff Report, the General Fund Report, Gift Fund Report, and Grant Fund Report, all of which are incorporated into the record. Ms. Holt responded to clarifying questions. Ms. Holt went over the Library Director’s Report, which is incorporated into the record, and responded to questions regarding open staff positions. Discussion ensued regarding the Strategic Plan update and Ms. Holt responded to clarifying questions. She went over Library Consultant Dr. Fred Steinmann’s Strategic Plan process, noting flexibility and the potential for working meetings between Library Staff and Trustees.

(6:46:16) – Ms. Holt referenced the Carson City Library Summer Reading Statistics for 2022 through 2025 and the Circulation Statistics for Fiscal Year (FY) 2024 and FY 2025, both of which are incorporated into the record. Ms. Holt responded to clarifying questions regarding the statistics.

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

(7:08:11) – Chair Nichols introduced the item and entertained reports, announcements, and requests for information

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
August 14, 2025 Regular Meeting
Page 3**

from Trustees. Trustee Lenhares asked about outdated policies and Ms. Holt noted that that they would be addressed soon and would involve several drafts. In response to Trustee Lenhares' question, Ms. Holt agreed to ask if Dr. Steinmann could attend the next Board meeting to provide updates on the Strategic Plan.

(7:10:50) – Trustee Markle shared information on the Literary and Musical Afternoon with Willy Vlautin event presented by Nevada Humanities on September 12, 2025 from 1 to 3 p.m. at the Brewery Arts Center.

(7:11:54) – Trustee Spansail invited Trustees and the public to her “Courting Your Muse” workshop at the Literary Crawl on September 13, 2025 presented by Nevada Humanities in downtown Reno.

(7:17:10) – Trustee Spansail requested to hear Strategic Plan updates and the next Board meeting and Ms. Holt confirmed.

(7:18:28) – Chair Nichols and Trustee Lenhares noted participation in a homelessness de-escalation training and commended Ms. Holt's guidance and Library's staff's empathy.

VIII. PUBLIC COMMENT

(7:22:05) – Chair Nichols introduced the item; however, none were forthcoming.

IX. FOR POSSIBLE ACTION: TO ADJOURN

(7:22:20) – Chairperson Nichols adjourned the meeting at 7:22 p.m.

The Minutes of the August 14, 2025 Carson City Library Board of Trustees meeting are so approved this 11th day of September 2025.



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** September 11, 2025

Staff Contact: Joy Holt, Library Director

Agenda Title: For Discussion Only: Discussion and presentation to provide an update on the status and timeline for the development of the Library's Five-Year Strategic Plan ("Plan").

Agenda Action: Other / Presentation **Time Requested:** 20 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

July 10, 2025 (Item V.b) – The Library Board of Trustees approved an interlocal contract with the University of Nevada, Reno for Dr. Frederick Steinmann to assist with the Plan.

Background/Issues & Analysis

This presentation will provide information about the proposed timeline, including opportunities for input by various constituencies, for the development of the Plan.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

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):

[Strategic Planning Timeline_v2.pdf](#)

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

Timeline for the strategic planning effort:

September 2025

- Preliminary one-on-one meetings with Staff were conducted on 09/04/2025
- Start Series of One-on-One Internal (including LBOT) and External Stakeholder Interviews
- Begin and Complete selected socio-demographic, economic, and housing data collection and analysis
- Develop and Launch updated Community Needs Assessment Survey for the Carson City Library

October 2025

- Dr. Steinmann will attend the October 9, 2025, LBOT meeting
- Complete Series of One-on-One Internal (including LBOT) and External Stakeholder Interviews (if not completed by late September 2025)
- Close and begin analysis of the updated Community Needs Assessment Survey

November 2025

- Complete analysis of the updated Community Needs Assessment Survey
- Workshop No. 1 (before Thanksgiving)

Late November 2025 through Early January 2025

- Analysis and Summary of Workshop No. 1
- Tentative 'Pause' in the Workshop Schedule due to the Holidays

January 2025

- Workshop No. 2 (early January 2025)
- Workshop No. 3 (late January 2025)

February 2025

- Workshop No. 4 (mid-February 2025)
- Begin work on UCED Technical Report summarizing the new five-year strategic plan and associated work

March 2025

- Completion and publication of the UCED Technical Report
- Presentation and Possible Adoption/Approval/Receipt of the new five-year strategic plan to LBOT (possible Board of Supervisors)
- End Project



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** September 11, 2025
Staff Contact: Joy Holt, Library Director
Agenda Title: Library Director's administrative reports.
Agenda Action: Other / Presentation **Time Requested:** 15 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

N/A

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):

[101 GENERAL FUND BOARD REPORT_SEPTEMBER_2025.pdf](#)

[230 GIFT FUND BOARD REPORT_SEPTEMBER_2025.pdf](#)

[275 GRANT FUND BOARD REPORT_SEPTEMBER_2025.pdf](#)

[Library Director Report_09112025\(2\).pdf](#)

Motion: _____ 1) _____ Aye/Nay

2) _____

(Vote Recorded By)

101 GENERAL FUND FY26**AS OF****9/4/2025**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500101	SALARIES	1,110,557.00	1,110,557.00	132,003.04	0.00	978,553.96	12%
1016200	500102	HOURLY/SEASONAL	60,000.00	60,000.00	5,259.98	0.00	54,740.02	9%
1016200	500103	ADMINISTRATIVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500106	MANAGEMENT LEAVE PAY	0.00	0.00	2,066.29	0.00	-2,066.29	
1016200	500107	ANNUAL LEAVE PAYOFF	0.00	0.00	4,863.96	0.00	-4,863.96	
1016200	500108	SICK LEAVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500111	OVERTIME	0.00	0.00	1,506.04	0.00	-1,506.04	
1016200	500114	F L S A	0.00	0.00	0.00	0.00	0.00	
1016200	500116	HOLIDAY PAY	0.00	0.00	826.97	0.00	-826.97	
1016200	500125	TEMPORARY STAFFING	37,000.00	37,000.00	1,422.90	0.00	35,577.10	4%
1016200	500225	MEDICARE	16,609.00	16,609.00	2,099.70	0.00	14,509.30	13%
1016200	500230	RETIREMENT	350,839.00	350,839.00	39,940.18	0.00	310,898.82	11%
1016200	500240	GROUP INSURANCE	189,108.00	189,108.00	11,089.27	0.00	178,018.73	6%
1016200	500250	WORKERS' COMPENSATION	43,835.00	43,835.00	3,054.70	0.00	40,780.30	7%
1016200	500260	EDUCATION INCENTIVE	0.00	0.00	0.00	0.00	0.00	
1016200	500271	PHONE ALLOWANCE	960.00	960.00	80.00	0.00	880.00	8%
1016200	500309	PROFESSIONAL SERVICES	20,000.00	20,000.00	359.40	0.00	19,640.60	2%
1016200	500330	TRAINING	8,000.00	8,000.00	290.56	0.00	7,709.44	4%
1016200	500346	FACILITY CONTRACT	950.00	950.00	0.00	0.00	950.00	0%
1016200	500349	CONTRACTUAL SERVICES	31,991.00	31,991.00	29,572.00	0.00	2,419.00	92%
1016200	500430	EQUIPMENT REPAIR & MAINT	890.00	890.00	0.00	0.00	890.00	0%
1016200	500433	SOFTWARE MAINTENANCE COST	36,073.00	36,073.00	24,117.45	0.00	11,955.55	67%
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	414.99	0.00	5,225.01	7%
1016200	500542	PRINTING/ADVERTISING	5,000.00	5,000.00	0.00	0.00	5,000.00	0%
1016200	500545	MEMBERSHIP / PUBLICATIONS	1,500.00	1,500.00	265.16	0.00	1,234.84	18%
1016200	500580	TRAVEL	3,500.00	3,500.00	0.00	0.00	3,500.00	0%
1016200	500601	OFFICE SUPPLIES	8,000.00	8,000.00	713.05	0.00	7,286.95	9%
1016200	500602	POSTAGE/SHIPPING	12,000.00	12,000.00	3,211.02	0.00	8,788.98	27%

101 GENERAL FUND FY26**AS OF****9/4/2025**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500625	OPERATING SUPPLIES	22,688.00	22,688.00	101.82	0.00	22,586.18	0%
1016200	500643	JANITORIAL SUPPLIES	4,800.00	4,800.00	3,377.01	0.00	1,422.99	70%
1016200	500645	BOOKS/ PERIODICALS/ PUBLICATIO	229,340.00	229,340.00	11,394.07	0.00	217,945.93	5%
1016200	500660	VEHICLE FUEL/OIL	420.00	420.00	365.42	0.00	54.58	87%
1016200	500675	SMALL FURNISHINGS	5,500.00	5,500.00	0.00	0.00	5,500.00	0%
1016200	500680	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	
1016200	500710	TELEPHONE	17,411.00	17,411.00	1,879.72	0.00	15,531.28	11%
1016200	500712	POWER	23,000.00	23,000.00	3,697.25	0.00	19,302.75	16%
1016200	500713	HEATING	10,730.00	10,730.00	60.60	0.00	10,669.40	1%
1016200	500950	ISC: FLEET MANAGEMENT	3,210.00	3,210.00	0.00	0.00	3,210.00	0%
1016200	502450	CASH SHORT/OVER	0.00	0.00	-2.00	0.00	2.00	
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	7,800.00	7,800.00	1,497.94	0.00	6,302.06	19%
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	2,270,397.00	2,270,397.00	285,528.49	0.00	1,984,868.51	13%

230 GIFT FUND FY26
AS OF
9/4/2025

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	1,000.00	239.00	0.00	761.00	24%
2306200	500623	COLLECTION - FOL	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
2306200	500625	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
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	2,500.00	73.17	0.00	2,426.83	3%
2306200	500685	OPERATING HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	
2306200	500699	UNDESIGNATED AMOUNTS	0.00	0.00	0.00	0.00	0.00	
2306200	501225	GRANT - OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	
2306200	501475	SUMMER LEARNING PROGRAM	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
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	500.00	0.00	0.00	500.00	0%
2306200	501241	DIGITAL COLLECTION	250.00	250.00	0.00	0.00	250.00	0%
2306200	501242	SUMMER READING PROGRAM FOL	250.00	250.00	0.00	0.00	250.00	0%
		TOTALS	12,500.00	12,500.00	312.17	0.00	12,187.83	2%

275 GRANTS FY26**AS OF****9/4/2025**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
2756200	500101	SALARIES	85,813.00	85,813.00	12,536.86	0.00	73,276.14	15%
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	1,244.00	1,244.00	181.79	0.00	1,062.21	15%
2756200	500230	RETIREMENT	31,536.00	31,536.00	4,521.59	0.00	27,014.41	14%
2756200	500240	GROUP INSURANCE	12,033.00	12,033.00	1,396.30	0.00	10,636.70	12%
2756200	500250	WORKERS' COMPENSATION	2,798.00	2,798.00	0.00	0.00	2,798.00	0%
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	0.00	73,418.40	-11,693.00	-61,725.40	
2756200	507010	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	
		TOTALS	133,424.00	133,424.00	92,054.94	-11,693.00	53,062.06	69%

Library Director's Report

Library Director: Joy Holt

Library Board of Trustees Meeting: September 11, 2025



**Carson City
Library**

Staffing Updates:

Open Positions:

- 1 Senior Library Assistant has been **filled** by an internal candidate.
- Library Services Manager position has been **filled** by an internal candidate.
- 1 Library Assistant position has been **filled** by an internal candidate.
- 1 Library Assistant position is open.
- 1 Librarian position is open.
- 1 Workforce Development and Social Services Coordinator position: interviews pending.

Programming and Outreach Events:

Programs in September 2025.

Read With A Ranger

Date: Every second Friday of the month, starting 09/12/2025.

Time: 10:30 a.m.

In partnership with the Nevada Parks and Recreation Dept. Park Rangers, will deliver a monthly Storytime for kids of all ages. Each month we will read and learn about a particular animal. Bears (September), Bats (October), Owls (November), Winter Animals (December / January).

Saturday Morning STEM

Date: Every Saturday, starting 09/06/2025.

Time: 10:30am - 11:30am

Various programs will involve STEM activities and use of the Makerspace for kids aged 6-12 but older and younger siblings are welcome, however this program is likely too advanced for toddlers.

Travel Your Library (Library Card Sign Up Month)

Date: The month of September.

Patrons of all ages can pick up a "travel journal" and task list from the information desk. Patrons earn a sticker for every task completed. These stickers are meant to fill up their travel journal. Patrons who complete the entire task list will earn an airplane flashlight keychain.

Design Your Own Library Card Program (Library Card Sign Up Month)

Date: Friday, 09/12/2025.

Time: 4pm - 5pm

Patrons of all ages are invited to come and design their own library card.



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** September 11, 2025
Staff Contact: Joy Holt, Library Director
Agenda Title: Trustees' reports, announcements, and requests for information.
Agenda Action: Other / Presentation **Time Requested:** 10 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)