

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

Day: Thursday
Date: March 12, 2026
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.carsoncity.gov/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@carsoncity.gov. 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 February 12, 2026
[Click Here for Staff Report](#)

V. For Discussion Only: Library Board of Trustees Business

V.a For Discussion Only: Discussion and presentation regarding proposed changes to the job title and job description for the Workforce Development and Social Services Coordinator position.
[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@carsoncity.gov, 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.carsoncity.gov/granicus 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-notices>
www.carsoncity.gov/granicus

<http://notice.nv.gov>



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** March 12, 2026
Staff Contact: Joy Holt, Library Director
Agenda Title: February 12, 2026
Agenda Action: Formal Action / Motion **Time Requested:** 5 minutes

Proposed Motion

I move to approve the meeting minutes for February 12, 2026.

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):

[02-12-2026 Draft Minutes.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
February 12, 2026 Regular Meeting
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A regular meeting of the Carson City Library Board of Trustees was scheduled for 5:30 p.m. on Thursday, February 12, 2026 in the Carson City Community Center Robert “Bob” Crowell Board Room, 851 East William Street, Carson City, Nevada 89701.

PRESENT: Chair 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
Zach Pettit, 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

(5:30:48) – Chair Nichols called the meeting to order at 5:30 p.m.

II. ROLL CALL

(5:31:05) – Roll was called; a quorum was present.

III. PUBLIC COMMENT

(5:31:20) – Chair Nichols entertained public comments; however, none were forthcoming.

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

IV.a. JANUARY 8, 2026

(5:31:40) – Chair Nichols introduced the item and entertained changes, comments, and/or a motion.

(5:32:03) – MOTION: Trustee Lenhares moved to approve the minutes for the last meeting as written. Trustee Markle seconded the motion. The motion carried 4-0-1 with Vice Chair Lucas abstaining as she was absent from the previous meeting.

V. FOR DISCUSSION ONLY

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

Draft Minutes of the

February 12, 2026 Regular Meeting

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

(5:32:30) – Chair Nichols introduced the item. Trustee Markle reported that Phyllis Patton played a foundational role in supporting the Carson City Library during her tenure on the Library Board of Trustees and with the Friends of the Library. She also helped establish the former Friends of the Library Foundation, which raised funds in anticipation of a new library project. After the bond measure did not pass, that foundation was consolidated back into the Friends of the Library.

(5:34:07) – Trustee Markle noted that the Carson City Library operates the Browsers Corner Book Store, which functions entirely through donations and volunteer support. Last year, the Friends contributed approximately \$65,000 to the Library. Ms. Holt clarified that these funds support literacy-focused initiatives, including summer and winter reading programs, Capital City Reads, digital collections, large-print materials, leased print items, and other programming throughout the year. Friends donors also support special projects, such as contributions used to purchase computers for the Library. The Friends additionally provide annual volunteer appreciation luncheons.

(5:36:51) – Trustee Markle stated that Browsers Corner is open five days a week and supported by roughly 40 volunteers who are all screened and trained. Donation management continues to be a challenge due to volume, and donors are limited to three boxes unless scheduled in advance. An outside rare-book seller assists by identifying higher-value items, listing them on his business's website, and donating a portion of those sales back to the Friends. Books are also provided to community partners such as Jacks Valley Elementary School.

(5:44:04) – Trustee Markle shared that Friends memberships are \$20 annually and typically include a thank-you card and coupon for a free book. A monthly e-blast announces bookstore sales and updates.

(5:45:42) – Trustee Markle reported that the Friends will honor Phil and Phyllis Patton by renaming the Library's Digitorium to the "Phyllis & Phil Patton Community Room." A reception and ribbon-cutting will be held on Wednesday, March 11, 2026 at 1:00 p.m., with a plaque to be installed outside the room. The Friends expect to increase their overall contribution to the Library again this year by about \$10,000.

(5:53:10) – Ms. Holt emphasized the significant and consistent financial support provided by the Friends, noting contributions have increased annually for the past five years. She credited Phil and Phyllis Patton with shaping the Library's success through their many years of service.

(5:55:39) – Trustee Markle noted that Browsers Corner remains the only bookstore in Carson City and continues to meet an important community need, though its physical space limits further expansion.

VI. NON-ACTION ITEMS

VI.A LIBRARY DIRECTOR'S ADMINISTRATIVE REPORTS.

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

(5:58:27) – Chair Nichols introduced the item. Ms. Holt provided an update on the fuel expense discrepancy raised

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

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by Trustee Markle at the Board's previous meeting, adding that the Library was in fact being overcharged for fuel. She stated that Public Works is working on resolving the issue that was deemed to be an account issue in their software. Ms. Holt noted that the funds should be adjusted accordingly on the next general fund report.

(6:00:35) – Ms. Holt reported that the Senior Library Assistant position was reposted and has recently closed. She noted that a current Library employee stepped down into a part-time role, creating the vacancy. She stated that at the most recent city-wide meeting, it was shared that the Library has been receiving a high volume of applicants for positions such as this due to recent changes to SNAP benefits and associated work requirements, which require recipients to apply for a certain number of jobs each month regardless of qualification. As a result, there has been an increase in applicants who do not meet minimum qualifications. She noted that the recently filled Library Assistant position received approximately 150-160 applications, of which only about 30 met the minimum requirements.

(6:02:46) – Ms. Holt added that the Library continues to recruit for a part-time Administrative Clerk, ideally someone with experience in accounting, budgeting, or general ledger work. The Workforce Development & Social Services Coordinator position also remains open. She plans to revise that job description, with the goal of presenting an updated version at the next meeting.

(6:03:51) – Trustee Lenhares noted that the Administrative Clerk position has been open for about four months and asked whether the job description should be revised. Ms. Holt explained that the administrative positions are structured as part-time, blanket classifications designed to provide flexibility across multiple departments within the city organization, not solely the Library.

(6:04:26) – Trustee Lenhares requested clarification on the Senior Library Assistant position, noting that at a previous meeting it was reported an internal candidate would be filling that role and the resulting vacancy would then be posted. Ms. Holt clarified that the Senior Library Assistant position was filled by a current Library Assistant, and that the Library Assistant position was subsequently filled internally by a part-time employee. She explained that the staff member previously serving as the Senior Library Assistant stepped down into the part-time position, which created a new part-time vacancy. That remaining part-time opening was then filled through a new hire. As a result, the department had two internal promotions and a net gain of one new employee.

(6:05:50) – Trustee Lenhares asked Ms. Holt how the recent training went. Ms. Holt reported that the training was productive and included a review of various scenarios, along with opportunities for team building. She noted that staff have also begun participating in their own webinars as schedules allow. She added that the team conducted a more thorough review of the summer reading program and, as the winter program was nearing completion at the time, they held a celebratory lunch to recognize its strong turnout and the high number of books read.

(6:07:05) – Ms. Holt reported that the Library will be closed on Monday, February 16 for Presidents Day. She highlighted several recent programs, noting that a local trivia event held with the Carson City Park Rangers drew a full house of approximately 30 participants, and the "Hike the Tahoe Rim" presentation on February 3 was also well attended. She stated that 3rd Grade Tours are scheduled for February 18 and 20, 2026. Ms. Holt shared that Kendall Brown conducted an "Author & Dog Trainer Workshops" session this past Saturday, emphasizing that these workshops do not involve bringing personal pets. She further reported strong attendance at the Valentine's Card

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

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Craft event, Pete the Cat Day, and the Valentine's Read-In. One of the first events for the Library's 60th anniversary celebration will be a braided-bracelet craft; the anniversary date falls on June 15, 2026. Ms. Holt added that the Library has revived its "Ex Libris" newsletter as a nod to the past, supplementing the existing newsletter. She announced that the next Strategic Plan Workshop will take place on Saturday, February 21, 2026, from 10 a.m. to 4 p.m., with attendees eligible for a raffle drawing for a free Kindle. Winter Reading Challenge results included 659,375 minutes read (surpassing the original goal of 500,000) and 199 completions, reflecting a 46 percent completion rate.

(6:12:53) – Trustee Spansail questioned what made the Winter Reading Challenge so successful. Ms. Holt attributed the strong results to significant staff buy-in, noting that staff were involved in the planning process and were able to participate themselves. She added that effective promotion, appealing prizes, and a wide range of high-quality programs contributed to the outcome. She also emphasized the importance of using funds provided by the Friends of the Library wisely and entering the program with a clear, literacy-focused goal. Ms. Holt reiterated that the primary objective is to promote literacy and encourage reading.

(6:15:45) – Chair Nichols encouraged the Trustees to share Library programming posts they see on social media, adding that sharing helps broaden the audience who may not otherwise see or be aware of upcoming Library programs.

(6:17:01) – Chair Nichols entertained reports, announcements, and requests for information from the Trustees.

(6:17:14) – Trustee Lenhares requested an update on how it has been working with Ingram Content Group. Ms. Holt noted that she would add that item to next meeting's agenda and mentioned the need to complete her annual evaluation within the next couple of months.

(6:18:05) – Discussion ensued among the Trustees regarding attendance at the next Strategic Plan Workshop.

(6:20:50) – Chair Nichols congratulated Ms. Holt on receiving her five-year longevity award, which was presented at a recent Board of Supervisors meeting. Ms. Holt expressed her appreciation to both the Board of Supervisors and the Trustees.

VII. PUBLIC COMMENT

(6:21:49) – Chair Nichols entertained public comments; however, none were forthcoming.

VIII. FOR POSSIBLE ACTION: TO ADJOURN

(6:22:07) – Chairperson Nichols adjourned the meeting at 6:22 p.m.

The Minutes of the February 12, 2026 Carson City Library Board of Trustees meeting are so approved this 12th day of March 2026.



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** March 12, 2026

Staff Contact: Joy Holt, Library Director

Agenda Title: For Discussion Only: Discussion and presentation regarding proposed changes to the job title and job description for the Workforce Development and Social Services Coordinator position.

Agenda Action: Other / Presentation **Time Requested:** 15 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

The Library Board of Trustees requested a presentation of intended changes to the job title and job description of the Workforce Development and Social Services Coordinator position.

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? Yes

Explanation of Fiscal Impact:

Alternatives

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** March 12, 2026
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_MARCH 2026.pdf](#)

[230 GIFT FUND BOARD REPORT_MARCH_2026.pdf](#)

[275 GRANT FUND BOARD REPORT_MARCH_2026.pdf](#)

[Library Director Report_03122026.pdf](#)

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

101 GENERAL FUND FY26**AS OF****3/5/2026**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500101	SALARIES	1,110,557.00	1,110,557.00	626,557.45	0.00	483,999.55	56%
1016200	500102	HOURLY/SEASONAL	60,000.00	60,000.00	25,592.71	0.00	34,407.29	43%
1016200	500103	ADMINISTRATIVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500106	MANAGEMENT LEAVE PAY	0.00	0.00	6,597.12	0.00	-6,597.12	
1016200	500107	ANNUAL LEAVE PAYOFF	0.00	0.00	14,605.26	0.00	-14,605.26	
1016200	500108	SICK LEAVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500111	OVERTIME	0.00	0.00	2,511.86	0.00	-2,511.86	
1016200	500114	F L S A	0.00	0.00	0.00	0.00	0.00	
1016200	500116	HOLIDAY PAY	0.00	0.00	2,743.29	0.00	-2,743.29	
1016200	500125	TEMPORARY STAFFING	37,000.00	37,000.00	3,463.43	0.00	33,536.57	9%
1016200	500225	MEDICARE	16,609.00	16,609.00	9,703.16	0.00	6,905.84	58%
1016200	500230	RETIREMENT	350,839.00	350,839.00	181,887.36	0.00	168,951.64	52%
1016200	500240	GROUP INSURANCE	189,108.00	189,108.00	62,852.37	0.00	126,255.63	33%
1016200	500250	WORKERS' COMPENSATION	43,835.00	43,835.00	25,637.29	0.00	18,197.71	58%
1016200	500260	EDUCATION INCENTIVE	0.00	0.00	0.00	0.00	0.00	
1016200	500271	PHONE ALLOWANCE	960.00	960.00	560.00	0.00	400.00	58%
1016200	500309	PROFESSIONAL SERVICES	20,000.00	20,000.00	10,096.19	0.00	9,903.81	50%
1016200	500330	TRAINING	8,000.00	8,000.00	411.76	0.00	7,588.24	5%
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	34,009.27	0.00	2,063.73	94%
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	3,259.94	0.00	2,380.06	58%
1016200	500542	PRINTING/ADVERTISING	5,000.00	5,000.00	1,365.45	0.00	3,634.55	27%
1016200	500545	MEMBERSHIP / PUBLICATIONS	1,500.00	1,500.00	528.33	0.00	971.67	35%
1016200	500580	TRAVEL	3,500.00	3,500.00	130.00	0.00	3,370.00	4%

101 GENERAL FUND FY26**AS OF****3/5/2026**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500601	OFFICE SUPPLIES	8,000.00	8,000.00	9,443.62	0.00	-1,443.62	118%
1016200	500602	POSTAGE/SHIPPING	12,000.00	12,000.00	7,988.59	0.00	4,011.41	67%
1016200	500625	OPERATING SUPPLIES	22,688.00	22,688.00	16,387.54	0.00	6,300.46	72%
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	166,300.46	5,262.82	57,776.72	73%
1016200	500660	VEHICLE FUEL/OIL	420.00	420.00	518.67	0.00	-98.67	123%
1016200	500675	SMALL FURNISHINGS	5,500.00	5,500.00	5,500.00	0.00	0.00	100%
1016200	500680	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	
1016200	500710	TELEPHONE	17,411.00	17,411.00	7,553.19	0.00	9,857.81	43%
1016200	500712	POWER	23,000.00	23,000.00	13,832.01	0.00	9,167.99	60%
1016200	500713	HEATING	10,730.00	10,730.00	2,141.62	0.00	8,588.38	20%
1016200	500950	ISC: FLEET MANAGEMENT	3,210.00	3,210.00	1,605.00	0.00	1,605.00	50%
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	8,963.65	0.00	-1,163.65	115%
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	1,285,693.60	5,262.82	979,440.58	57%

230 GIFT FUND FY26
AS OF
3/5/2026

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	8,500.00	8,075.28	0.00	424.72	95%
2306200	500623	COLLECTION - FOL	1,000.00	27,500.00	31,796.70	0.00	-4,296.70	116%
2306200	500625	OPERATING SUPPLIES	1,000.00	30,000.00	332.70	0.00	29,667.30	1%
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	19,000.00	7,430.84	470.25	11,098.91	39%
2306200	500685	OPERATING HARDWARE/SOFTWARE	0.00	22,842.00	0.00	0.00	22,842.00	
2306200	500699	UNDESIGNATED AMOUNTS	0.00	36,420.00	0.00	0.00	36,420.00	
2306200	501225	GRANT - OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	
2306200	501475	SUMMER LEARNING PROGRAM	1,000.00	8,000.00	0.00	0.00	8,000.00	
2306200	502450	CASH SHORT/OVER	0.00	0.00	0.00	0.00	0.00	
2306200	507743	FURNITURE & FIXTURES	0.00	10,000.00	0.00	0.00	10,000.00	
2306200	593000	UNRESERVED FUND BALANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	
2306200	501240	CAPITAL CITY READS	500.00	3,250.00	0.00	0.00	3,250.00	
2306200	501241	DIGITAL COLLECTION	250.00	17,000.00	13,786.16	0.00	3,213.84	81%
2306200	501242	SUMMER READING PROGRAM FOL	250.00	9,000.00	170.61	0.00	8,829.39	2%
TOTALS			12,500.00	196,512.00	61,592.29	470.25	134,449.46	31%

275 GRANTS FY26**AS OF****3/5/2026**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
2756200	500101	SALARIES	85,813.00	85,813.00	55,434.26	0.00	30,378.74	65%
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	803.84	0.00	440.16	65%
2756200	500230	RETIREMENT	31,536.00	31,536.00	20,286.43	0.00	11,249.57	64%
2756200	500240	GROUP INSURANCE	12,033.00	12,033.00	7,380.46	0.00	4,652.54	61%
2756200	500250	WORKERS' COMPENSATION	2,798.00	2,798.00	1,282.35	0.00	1,515.65	46%
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	124,844.00	276,665.28	0.00	-151,821.28	222%
2756200	507010	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	
		TOTALS	133,424.00	258,268.00	361,852.62	0.00	-103,584.62	140%

Library Director's Report

Library Director: Joy Holt

Library Board of Trustees Meeting: March 12, 2026



Staffing Updates:

- ❖ 1 Senior Library Assistant is still open.
- ❖ 1 part-time Administrative Clerk position has been filled.
- ❖ 1 Shelver position is open and posting is pending.

Programming and Outreach Events:

March 2026 Highlights

Community Partner Programs:

- Senator's Office Representative - 3rd Wednesday of each month, 1:00 PM - 3:00 PM
- EmployNV - Fridays, 10:00 AM - 1:00 PM (2nd floor Collaboration Room)
- DHHS - Richard Zemke - Fridays, 10:30 AM - 4:00 PM (Executive Conference Room)
- Community Chest Family Connection - March 16 @ 10:15 AM - 11:35 AM
- Social Security Workshop - March 17 @ 6:00 PM
- Dog Trainer Workshops with author Kendall Brown - First Saturday of each month, 2:00 PM - 3:00 PM
 - March 7 - From Chaos to Calm
 - April 4 - Leash Walking Without the Struggle
 - May 2 - Jumping, Barking, and Ignoring You

March Month-Long and Special Programs

Month-Long

- March Scavenger Hunt - 50 States
- Book An Adventure Bags - \$5 Each
- Reading Dragons: Shamrock Cards
- Reading Across America Reading Tracker Launch, begins March 2
- Birds of Nevada: Virtual Aviary, begins March 2

March 1

- Spring Flower Craft - 2:00 - 2:30 PM
- *Ex Libris* newsletter launch

March 2–6

- Nevada Reading Week

March 3

- Author Talk - Sue Norman - 6:00 - 7:00 PM

March 4

- School Tour - Fremont Elementary - 10:00 AM - 12:00 PM
- Virtual Storytime - 10:30 AM

March 10

- School Tour & Storytime - Carson City School District Pre-K - 6:00 PM - 7:30 PM

March 12

- Pressed Flowers Craft for Kids - 11:30 AM - 12:30 PM

March 15

- Leprechaun Face Craft - 2:00 - 2:30 PM

March 17

- Leprechaun Trap Craft - 11:30 AM - 12:30 PM

March 29

- Pressed Flower Bookmarks for Adults - 2:00 - 2:30 PM

March 31

- Equinox Presentation & Telescope Demonstration with WNC - 6:30 PM - 7:30 PM
-

Additional Information:

In recognition of their longstanding leadership, generosity, and commitment to the Carson City Library and the Friends of the Carson City Library, the Digitorium has officially been renamed the:

~ Phyllis and Phil Patton Community Room ~



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** March 12, 2026
Staff Contact: Joy Holt, Library Director
Agenda Title: Trustees' reports, announcements, and requests for information.
Agenda Action: Other / Presentation **Time Requested:** 5 mintues

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) _____
2) _____

Aye/Nay

(Vote Recorded By)