

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

Day: Thursday
Date: June 11, 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 May 14, 2026
[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.

[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:** June 11, 2026
Staff Contact: Joy Holt, Library Director
Agenda Title: May 14, 2026
Agenda Action: Formal Action / Motion **Time Requested:** 5 Minutes

Proposed Motion

I move to approve the minutes for May 14, 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):

[05-14-2026 Draft Minutes.pdf](#)

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
May 14, 2026 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 14, 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

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

(5:30:15) – Chair Nichols called the meeting to order at 5:30 p.m.

II. ROLL CALL

(5:30:34) – Roll was called; a quorum was present. Trustee Spansail was absent from this meeting.

III. PUBLIC COMMENT

(5:30:48) – Chair Nichols entertained public comments; however, none were forthcoming.

IV. FOR POSSIBLE ACTION – APPROVAL OF MINUTES

IV.a. APRIL 9, 2026

(5:31:13) – Chair Nichols introduced the item and entertained changes, comments, and/or a motion.

(5:31:24) – MOTION: Trustee Markle moved to approve the meeting minutes for April 9, 2026. Trustee Lenhares seconded the motion. The motion carried 4-0-0.

V. NON-ACTION ITEMS

V.A LIBRARY DIRECTOR’S ADMINISTRATIVE REPORTS

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
May 14, 2026 Regular Meeting
Page 2**

(5:31:42) – Chair Nichols introduced the item. Ms. Holt referenced the Staff Report and the Supporting Material, all of which are incorporated into the record.

(5:32:04) – Trustee Lenhares requested additional information regarding augmentations referenced in the Library Director’s Report. Ms. Holt explained that no augmentations were submitted during this round. She stated that augmentations are only necessary when adding funds to a budget line item with a zero balance, which was not required. She added that grant funds can only be applied to salary or services and supplies, and the Finance Department automatically distributes those funds accordingly. Ms. Holt added that communicating additional instructions to Finance could cause confusion.

(5:34:22) – Trustee Lenhares asked what types of costs typically fall under the ‘publicity and special events’ line item in the general fund. Ms. Holt explained that the line item may include special print jobs requiring the use of an outside printer. She clarified that the charges in the current example reflect payments to Carson Now for press releases and similar services. She added that the budget line item also covers the Library’s Hootsuite license used for social media outreach.

(5:35:35) – Ms. Holt reported that interviews have concluded for both the Senior Library Assistant position and the Library Resources and Systems Manager position. She added that offers have been extended and verbally accepted for both positions, but that formal written acceptance of the offer letters are still required.

(5:37:12) – Ms. Holt reported that interviews have been conducted for the Collection Development Librarian position with a plan in place to extend an offer to the preferred candidate upon completion of reference checks.

(5:37:40) – Ms. Holt reported that there were two interviews pending for one open Shelver position, but that both interviews were cancelled. She shared plans to host a second round of interviews for the position next week.

(5:38:11) – Chair Nichols asked if the candidates for the Senior Library Assistant and the Library Resources Systems Manager positions were internal or external candidates. Ms. Holt responded that one of the candidates is internal and the other is external. She added that the candidates for the Shelver position are external as well.

(5:38:55) – Ms. Holt reviewed recent programming and outreach activities. She reported that the Library launched *Hora de Cuentos*, an all-Spanish story time program. Staff also participated in the Day of the Child outreach event at La Tapatia Ice Cream Shop, where approximately 40 individuals visited the Library’s table. Ms. Holt noted that the Library held its first public Dungeons & Dragons workshop, with all available slots filled, and that an additional Makerspace event offered in Spanish is also scheduled.

(5:42:00) – Trustee Lenhares requested clarification on the term ‘civic engagement outreach.’ Ms. Holt explained that she and Haley Wilson, Library Programming and Outreach Coordinator, recently participated in a voter registration event at a local Spanish ice cream shop. She added that they brought materials from the Library in both Spanish and English related to voting, learning about the Constitution, and accessing the Library’s electronic resources to learn about the election process

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
May 14, 2026 Regular Meeting
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(5:43:37) – Chair Nichols inquired about the Galaxy Theater outreach. Ms. Holt stated that the relationship between the Library and the Theater is mutually beneficial, with both parties traveling to one another for certain events, such as the Theater’s \$5 Movie Night. She added that the Theater had reached out to the Library to explore additional opportunities for collaboration.

(5:45:49) – Ms. Holt reported that the Spanish Book Club will be getting started with a ‘Book Club in a Bag’ provided by the Library and noted that the program was requested by the owner of La Tapatia Ice Cream Shop. Meetings are expected to alternate monthly between the Library and La Tapatia Ice Cream Shop. In response to questions from Trustees, Ms. Holt explained that the Library created the initial Book Club in a Bag using a Spanish-language title recommended by the shop owner and that future titles will be selected by participants, which may not require new purchases each month. She estimated the target age range for participants to be mid-30s to mid-50s.

(5:48:03) – Trustee Lenhares asked how the outreach events at Carson Middle School and Carson High School typically go. Ms. Holt explained that the Library recently attended an event at Carson Middle School where staff set up a table and engaged with students and their parents. She stated that outreach at Carson High School differs in that she, Haley Wilson, and Michael Hansen (Programming Librarian) visit the school and work with STEAM (Science, Technology, Engineering, Arts, and Math) equipment to create related artwork and projects. Ms. Holt concluded that outreach at Carson High School occurs more regularly than at the middle school.

(5:50:19) – Trustee Lenhares asked whether there were any concerns the Library should be aware of when partnering with private businesses such as La Tapatia Ice Cream Shop. Ms. Holt explained that the Library is not promoting the business, but rather promoting Spanish-language events held at the location and noted that partnering with a business for literacy-related activities is appropriate as long as the Library is not marketing the business itself. Deputy District Attorney Tully added that care should be taken to avoid giving the appearance that the City or the Library is endorsing a private business.

(5:54:23) – Chair Nichols asked whether the elementary schools in Carson City still hold scholastic book fairs. Ms. Holt responded that some do, but she was unsure which specific schools continue to host them.

(5:56:00) – Ms. Holt reported that ‘Wander Beyond Words’ will be the theme for the Summer Reading Program, with signups beginning on June 1, 2026. She stated that the challenge begins on June 13, 2026, which is also the date of the Library’s Kickoff Party. She also reported that a Block Party is scheduled for Monday, June 15, 2026, to celebrate the Library’s 60th Anniversary, which will include a time capsule project.

(6:03:25) – Ms. Holt explained that recent concerns about high turnover at the Library were based on a misconception, noting that only two employees resigned during the current fiscal year and that the resulting vacancies led to a series of internal promotions. She stated that additional staffing changes occurred when employees stepped down and through three new hires. Trustees discussed the Board’s role in understanding overall organizational trends, with Trustee Lenhares expressing appreciation for the visual aids provided. District Attorney Tully advised that certain diagrams were removed to avoid the potential identification of individual employees in an open meeting. Ms. Holt emphasized that the purpose of her presentation was to clarify that the Library does not have a high turnover issue and that most changes have been positive for staff morale.

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)

**Draft Minutes of the
May 14, 2026 Regular Meeting
Page 4**

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

(6:12:54) – Chair Nichols entertained reports, announcements, and requests for information. Vice Chair Lucas announced that this would be her last meeting, as she is preparing to move out of the area this summer and will be unable to complete her term. She expressed her appreciation for her time serving on the Board and stated that she would miss everyone. Ms. Holt and Chair Nichols thanked Ms. Lucas for her commitment to the Board.

(6:14:50) – Chair Nichols announced that she may be unable to attend the next meeting and asked whether Ms. Holt's evaluation would be affected if the June meeting had to be cancelled due to a lack of quorum. Ms. Holt confirmed that not having a quorum at the next meeting would impact the timing of the evaluation.

(6:17:17) – Trustee Markle announced a parking lot sale at Browser's Corner on June 13, 2026.

(6:18:30) – Trustee Lenhares asked whether postponing the final Strategic Planning workshop created a delay in the Strategic Plan process. Ms. Holt responded that it did not, noting that the Library received a waiver that provided additional flexibility. Trustee Lenhares added that she would miss Vice Chair Lucas and expressed appreciation for her welcoming presence on the Board.

VI. PUBLIC COMMENT

(6:21:09) – Chair Nichols entertained public comments; however, none were forthcoming.

VII. FOR POSSIBLE ACTION: TO ADJOURN

(6:21:19) – Chairperson Nichols adjourned the meeting at 6:21 p.m.

The Minutes of the May 14, 2026 Carson City Library Board of Trustees meeting are so approved this 11th day of June 2026.



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** June 11, 2026

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 performance evaluation of the Library Director, including the objectives for Director Holt's next evaluation period, 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 9, 2026, meeting, 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-appraisal 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 which should have been forwarded to Human Resources Director, Jeff Coulam, to be aggregated into a single, final document. At the June 11, 2026, meeting, the Trustees will discuss and may approve the final document as presented.

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: General Fund Salaries, 1016200-500101.

Is it currently budgeted? Yes

Explanation of Fiscal Impact:

Alternatives

Attachment(s):

[2026 0611 - Holt Notice of Evaluation.pdf](#)

[2026 Library Director Feedback Survey Results.pdf](#)

[Holt J_Self Appraisal_FY26_05082026.pdf](#)

[Holt J_FY26 Annual Training Certificates_05112026.pdf](#)

[Unclassified Employee Performance Eval - Joy Holt 2026 \(Aggregated, Final\).pdf](#)

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



May 5, 2026

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 11, 2026. 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 may consider, in an open or closed session, 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", 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 5, 2026, at the Carson City Library (900 North Roop Street, Carson City, NV).

Dated this 5th day of May, 2026.


Adam Tully
Deputy District Attorney

LIBRARY DIRECTOR FEEDBACK SURVEY

Submitted by Jeff Coulam, Human Resources Director

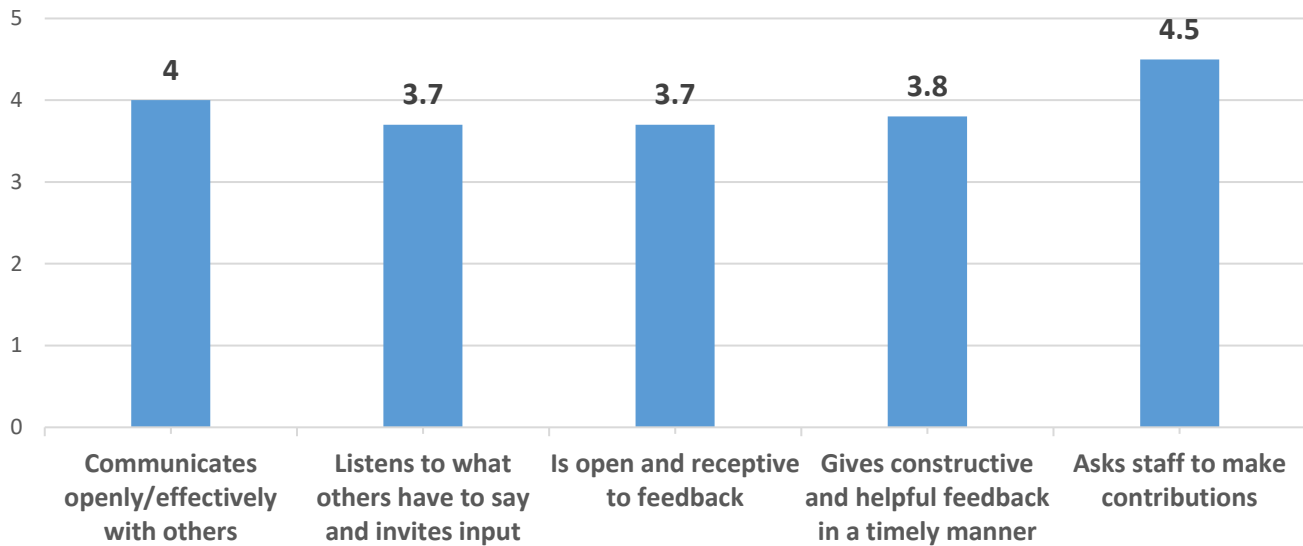
May 5, 2026

A web-based survey was sent to 14 employees and to Library Director Joy Holt on April 17, 2026 to provide input on the performance of management, specifically the performance of Director Holt, over the last year. Out of the 14 employees, 12 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

Summary of employee comments:

The majority of employees recognize Director Holt as a clear, direct, and informative communicator who sets expectations well, maintains an open-door policy, and serves as an encouraging mentor. Some employees raised concerns about inconsistent tone, limited receptiveness to feedback in group settings, and the inappropriate handling of individual performance issues in staff meetings.

DIRECTOR HOLT RESPONSE



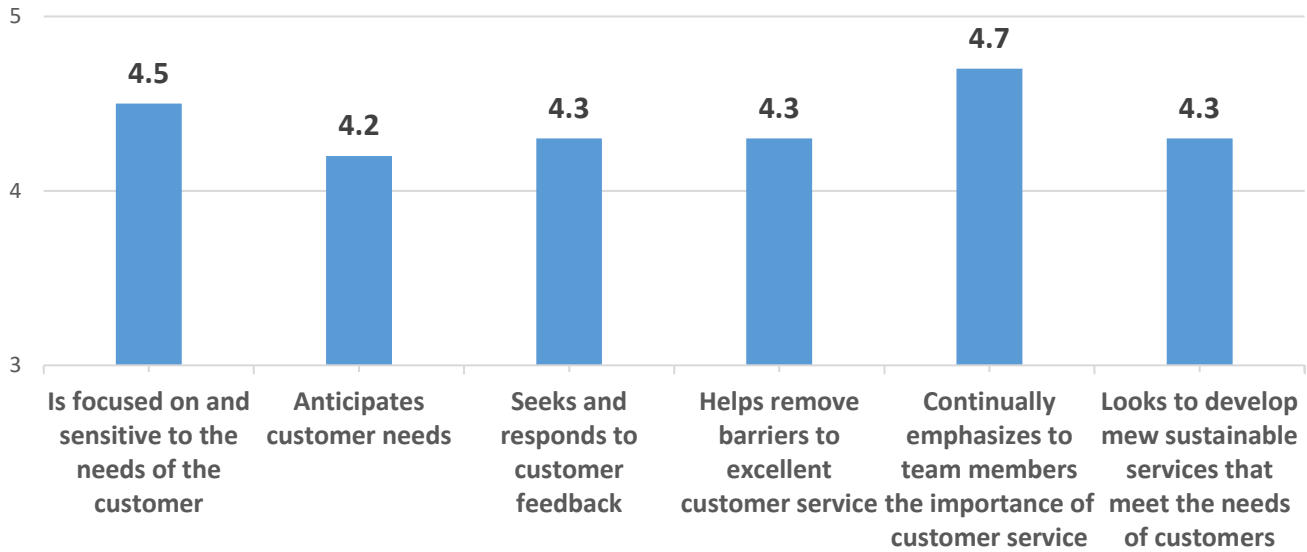
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

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 is direct, clear, and kind. However, the effectiveness of this type of communication is very subjective and seems to depend not just on the individual staff member in general, but also on subject matter, and on a staff member's mood on a given day. 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 provide positive reinforcement and 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 input. 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 parts of their work and do not respond positively to feedback if it involves a suggested area for improvement they do not agree with. Consequently, it is sometimes a struggle for me to deliver constructive feedback when individual reactions can be unpredictable.

CUSTOMER FOCUS

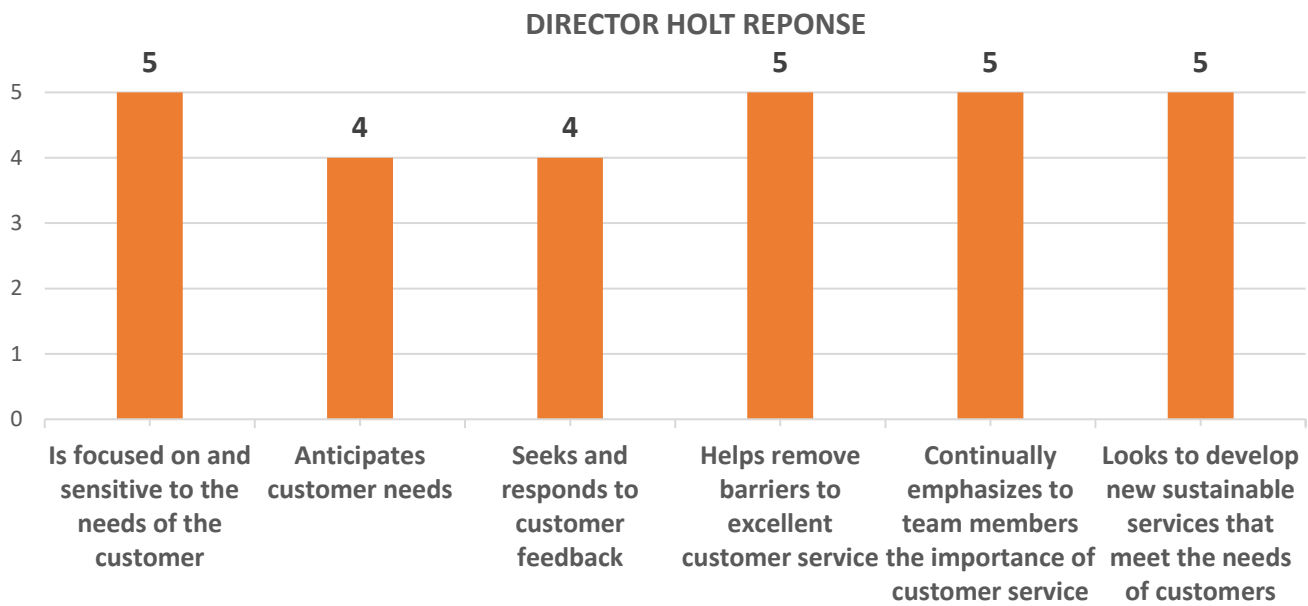
AVERAGE EMPLOYEE RESPONSE



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

Summary of employee comments:

Majority of employees view Director Holt as deeply committed to patron-centered service delivery and to holding staff to a high standard of excellence. Employees describe Director Holt as someone who actively prioritizes customer service in her decision-making, invests in staff training, and models the behavior she expects from her team.



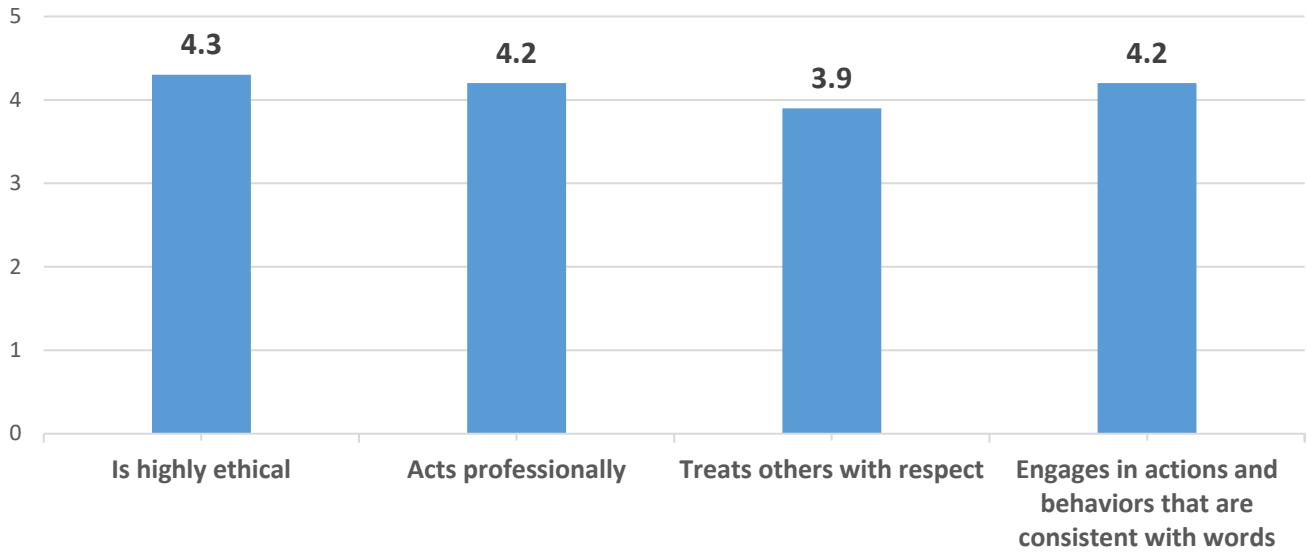
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

I am very customer service driven. Good customer service is something I discuss often with staff. I try to anticipate the needs of our community, but at the same time implement innovative services and provide access to changing technologies. I value long term sustainability and strive to provide services to customers that are both practical and forward thinking.

PERSONAL BEHAVIOR

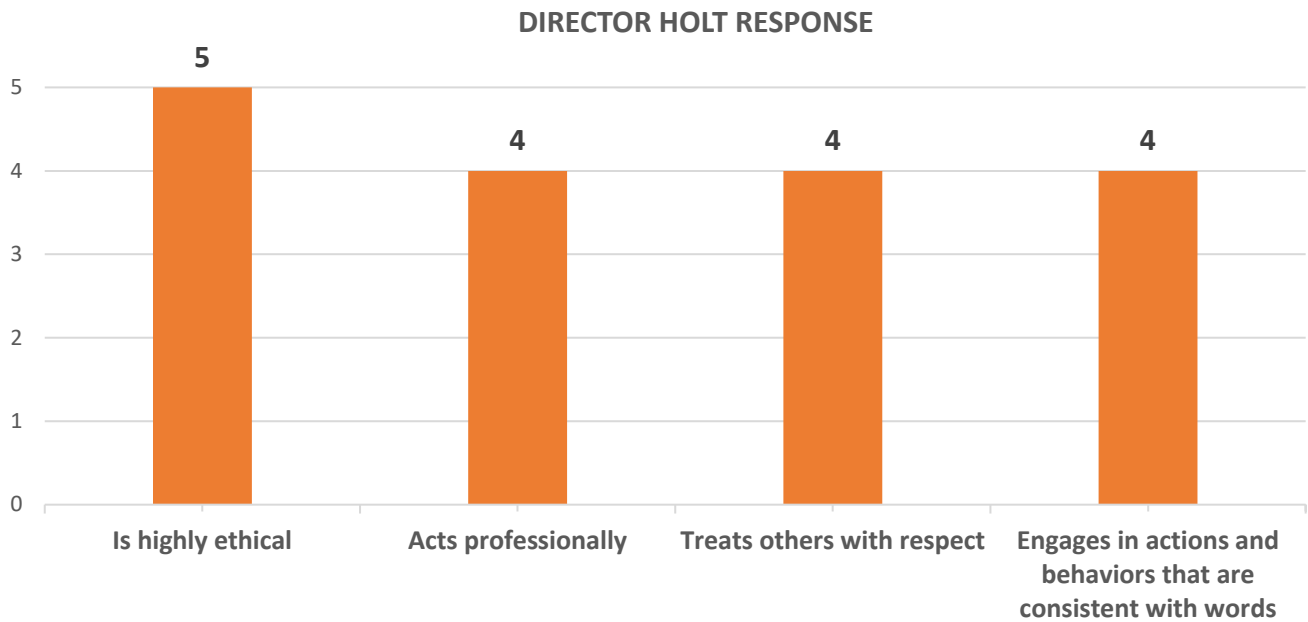
AVERAGE EMPLOYEE RESPONSE



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

Summary of employee comments:

Majority of employees describe Director Holt as ethical, professional, and a positive role model. Several explained that Director Holt conducts herself with integrity, consistency, and professionalism in her daily interactions. One respondent described Director Holt's behavior toward staff as a significant performance deficiency. Another noted that Director Holt can come across as slightly judgmental or disregarding others during team meetings.



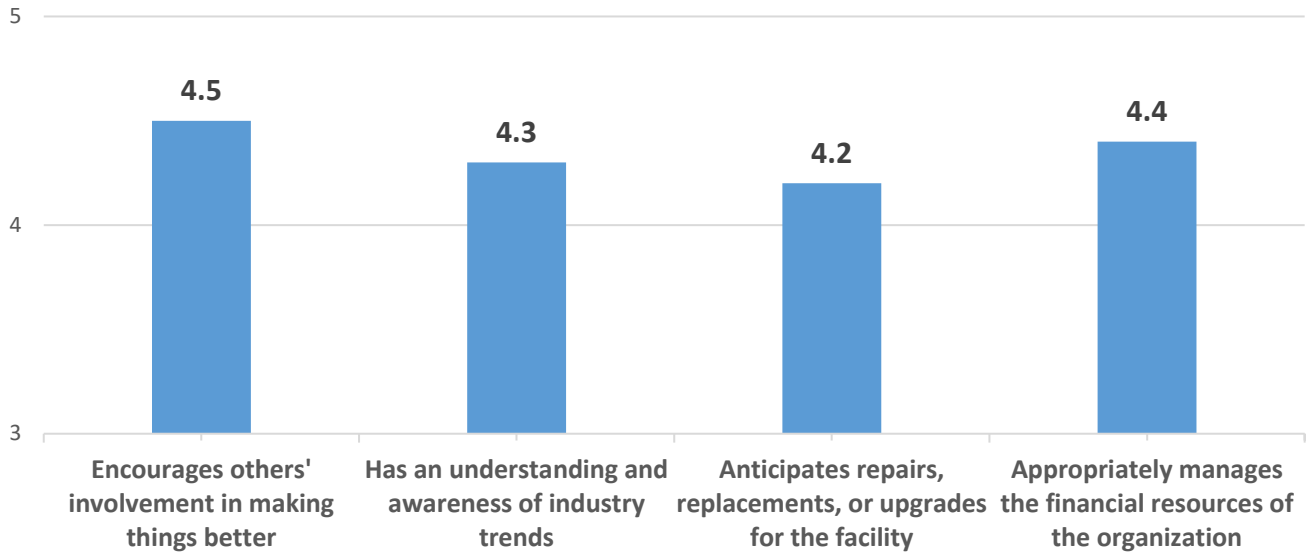
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

Director Holt comments:

I have a high standard of ethics and professionalism but I have received information that some staff members have felt disrespected, not heard, and find me insensitive if I do not respond to their concerns with a noticeable level of emotion. Conversely, I have received information that I seem impatient when I appear stressed and therefore sometimes display too much emotion, which some have suggested seems unprofessional in the moment. I have struggled over the last 12 months to reconcile these two divergent observations and remain my authentic self.

PLANNING AND ORGANIZATION

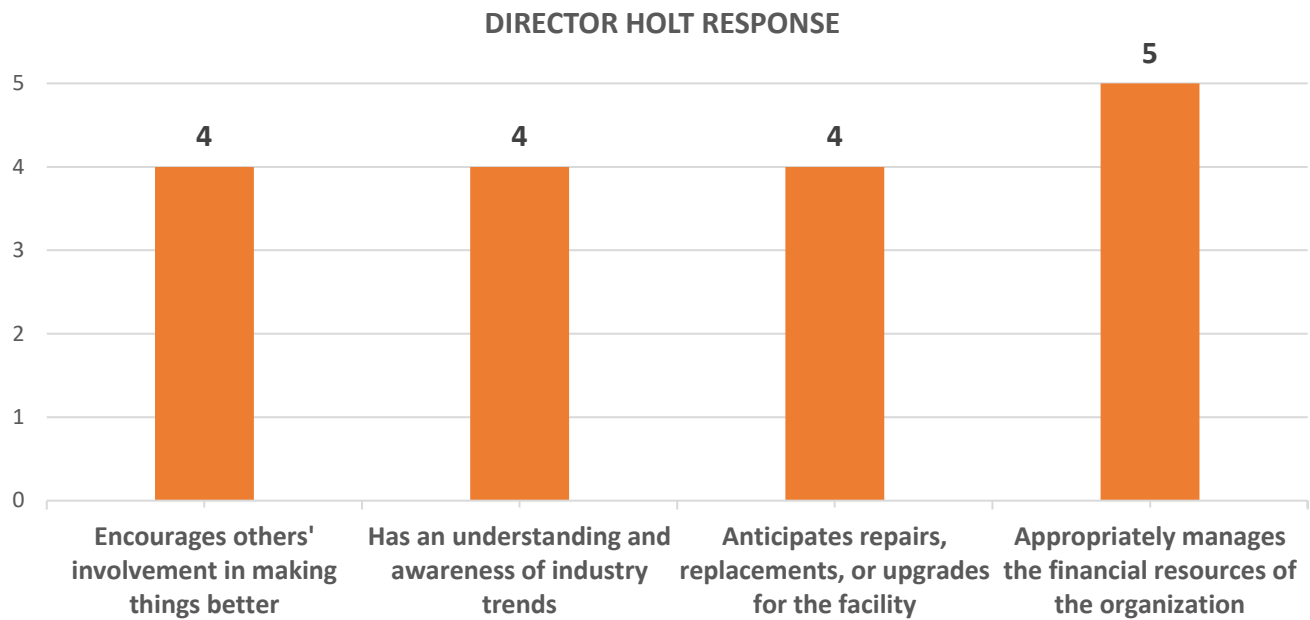
AVERAGE EMPLOYEE RESPONSE



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

Summary of employee comments:

Employees describe Director Hold as a forward-thinking, strategically oriented leader who actively involves staff in planning processes, invests in professional development, and manages operational and budgetary needs with foresight.



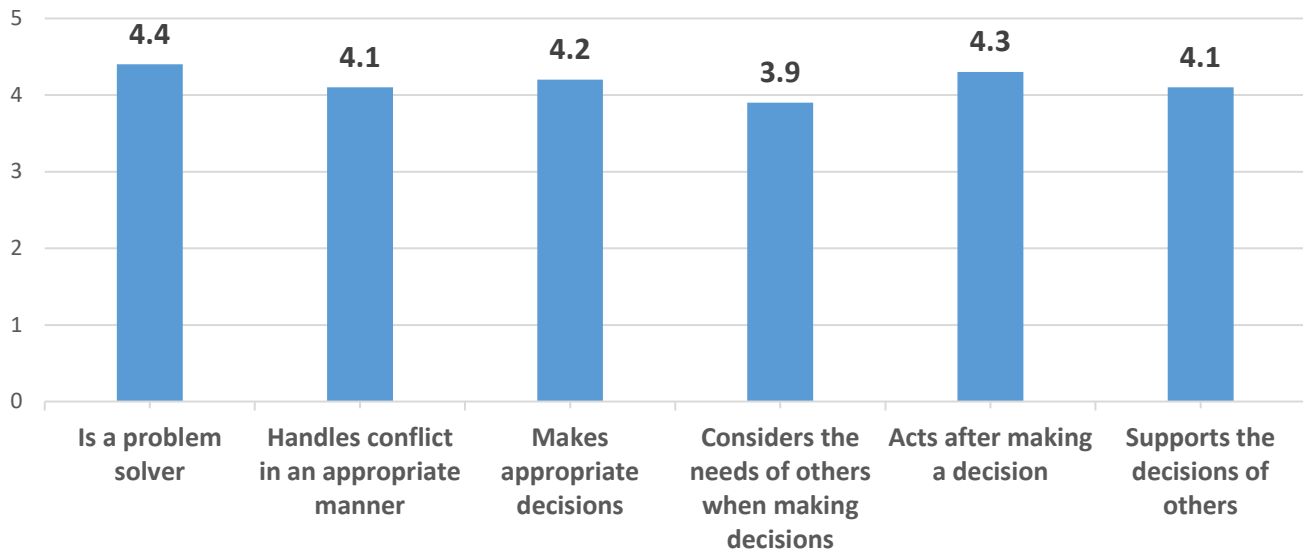
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

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 to get involved as pressure to be engaged at a level they are not ready for. I do make substantial effort to have a robust understanding of industry trends but I need to make more time to stay abreast of developments and changes that are on the horizon.

DECISION MAKING AND PROBLEM SOLVING

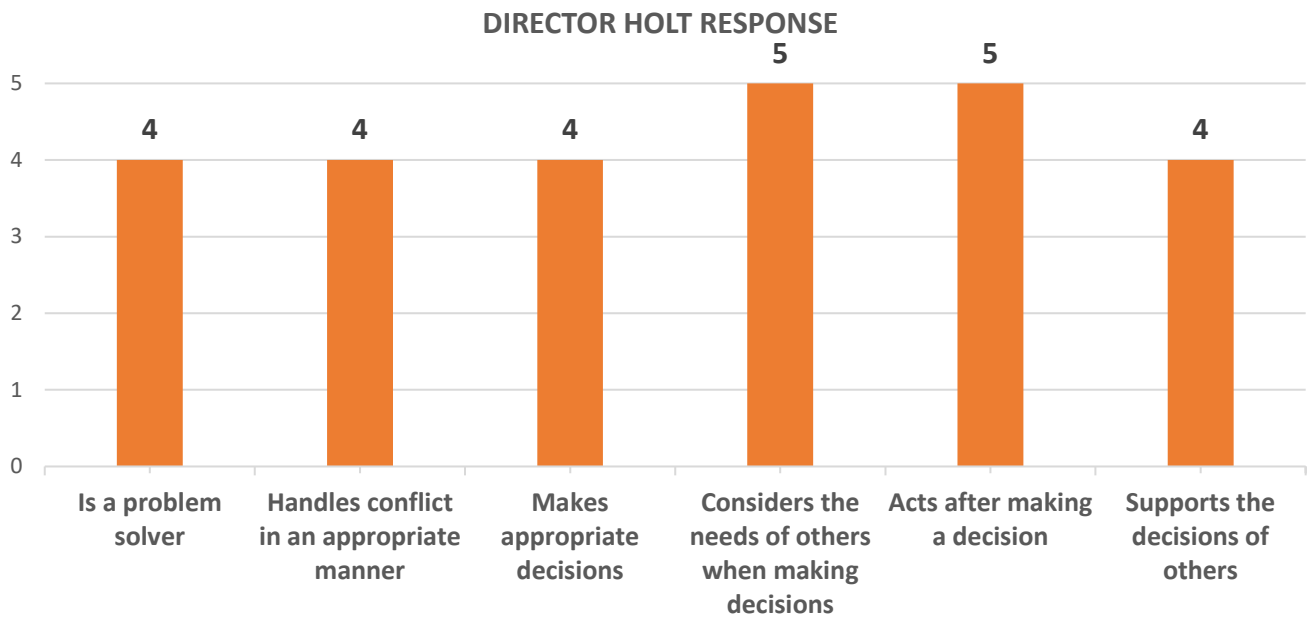
AVERAGE EMPLOYEE RESPONSE



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

Summary of employee comments:

The majority of responding employees describe Director Holt as a thoughtful, effective decision-maker who carefully evaluates situations, considers staff input, and implements solutions in a timely and professional manner. She is praised for her composure in handling challenging situations and her commitment to making decisions that serve the broader community. One respondent raised a concern regarding perceived inconsistency in how Director Holt extends consideration to staff members, specifically identifying a pattern of favoritism based on personal familiarity.



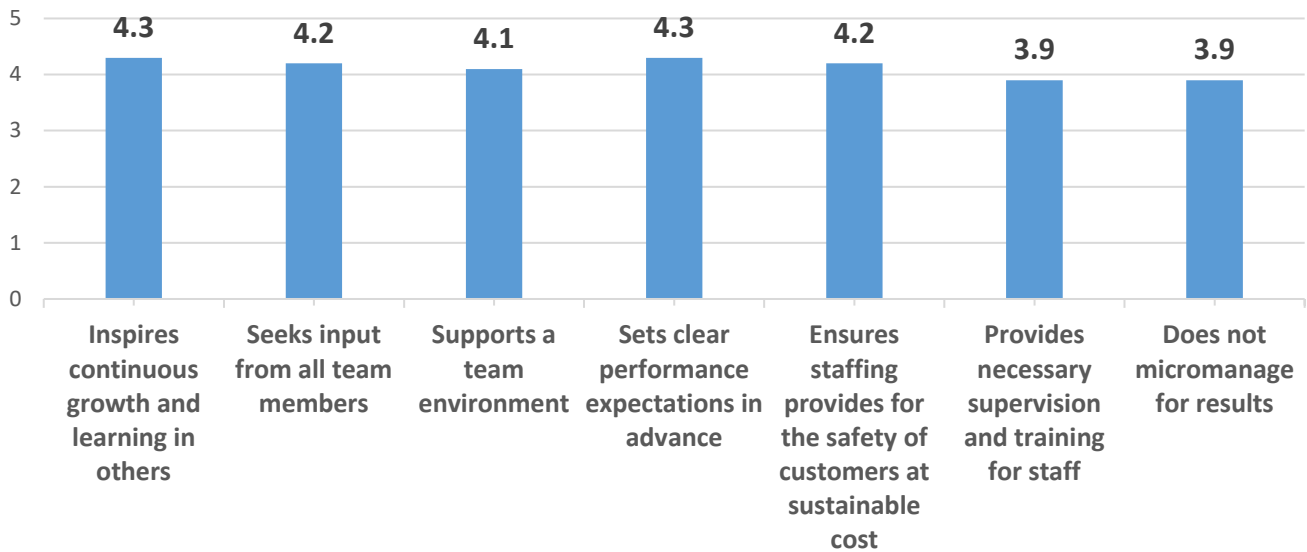
1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

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 and move forward.

LEADERSHIP

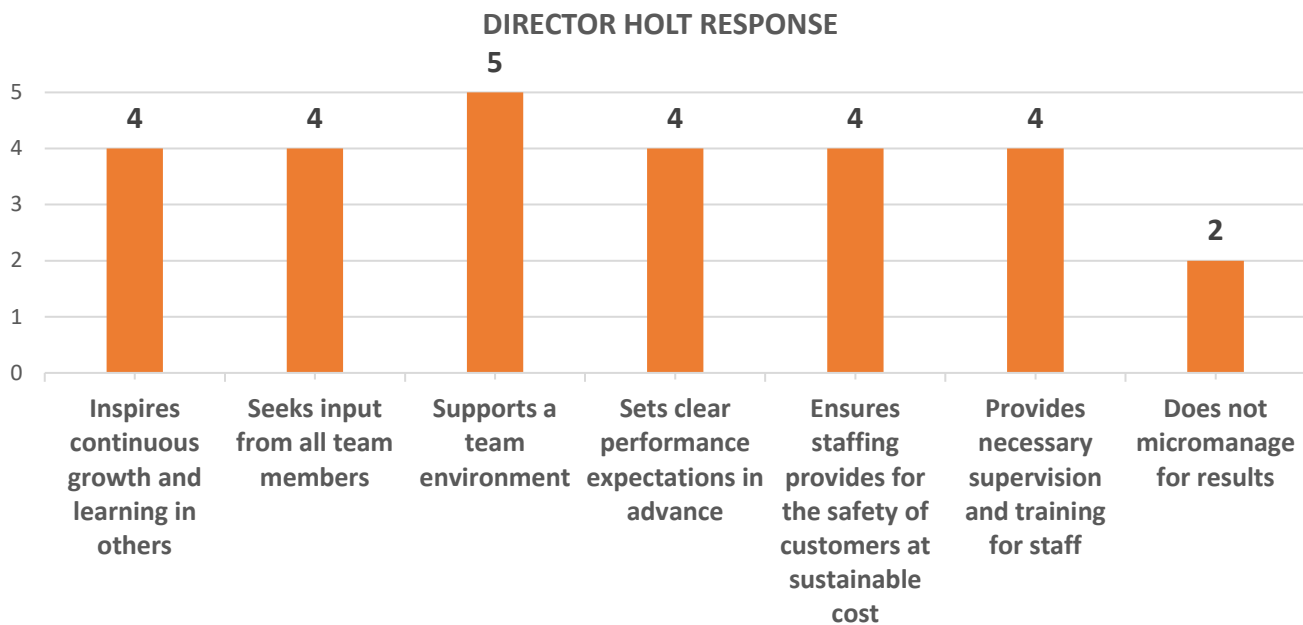
AVERAGE EMPLOYEE RESPONSE



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

Summary of employee comments:

The majority of responding employees describe Director Holt as a balanced, empowering leader who sets clear expectations, fosters a collaborative work environment, actively encourages professional growth, and delegates appropriately. One respondent raised a concern that oversight becomes excessive when work is not performed in Director Holt's preferred manner, and that training has been inconsistent with staff receiving minimal guidance at times.



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 require more granular details when it comes to some assigned duties, but not with others. It can be hard to avoid being perceived as micromanaging when depending on the situation, some staff regard asking for progress updates as micromanagement. For example, some employees have expressed an expectation that all service desk situations should have a clearly outlined step-by-step procedure that covers most if not all, possible variables. However, it simply isn't tenable to include in our Policies and Procedures Manual, every scenario that may possibly occur. Furthermore, that same employee may not want any guidance on how to best develop a program they are facilitating and sometimes will perceive any manager involvement as micromanagement. This has been a persistent struggle for me as I try to find a balance between meeting people where they are and striving to maintain high standards and service excellence. Over the last 12 months it has been heavily implied that the Library's high staff turnover is a result of poor leadership. There is no doubt that staff turnover is in part, linked to leadership decisions. That said, I make staffing decisions to meet the requirements of my job duties, which require building a knowledgeable and effective work team to include a fair and even distribution of workloads which are commensurate with each employee's job duties and financial compensation, avoid staff overload, and perform good stewardship of taxpayer dollars. These types of decisions are hard and are not always well received.

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.

Employees describe Director Holt as a passionate, dedicated, and approachable leader who has made meaningful, tangible efforts over the past year to strengthen her connection with staff, invest in individual growth, and build a positive and empowering work environment. Examples include robust one-on-one meetings, active participation in staff development events, the introduction of training to improve service to underserved populations, and consistent encouragement of staff to pursue professional development opportunities. However, one employee mentioned that Director Holt is usually in her office and that most staff do not feel comfortable enough to take advantage of her open-door policy.

Other comments

Only two employees provided “other comments”. One explained that Director Holt is doing a great job of encouraging a community-oriented atmosphere. The other explained that Director Holt is not currently meeting the expectation of balancing organizational vision with a healthy work environment.

Director Holt Comments:

In the last 12 months I have routinely engaged in training and mentoring opportunities with staff that have included: quarterly de-escalation training, customer service training, team building exercises, and one-on-ones with each employee which have especially helped to establish a greater familiarity and camaraderie with each staff member.

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 in a supportive teamwork environment.



Carson City

Annual Employee Self-Appraisal

Employee Name:	Last	Holt	First	Joy	Review Date:	06/11/2026
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.

- Continued developing and implementing a programming and marketing plan with the Library Team resulting in increased programming and outreach across age groups by approximately 25%, a continuing increase in overall program attendance including record attendance and minutes read totals for the Summer Reading and Winter Reading challenges, and a consistent increase in community partnerships, including City organizations.
- Devoted substantial and consistent time toward improving communication with staff to create an environment in which staff feel they are treated with kindness and gentleness, by studying methods for giving and receiving feedback and improving overall leadership, conducting regular full staff meetings and team building opportunities, encouraging input and developing camaraderie with staff, and holding one-on-one meetings with staff to develop a greater sense of familiarity and mutual understanding with each individual staff member.
- Oversaw implementation of new circulation desk and rearrangement of Information Desk layout, creating more welcoming and functional environment for both staff and patrons.
- Continued conducting space planning assessments for a comfortable library environment and improved user experience by facilitating rearrangement and addition of seating in various sections throughout the main floor of the library, creating additional device charging areas, initiating ongoing project to install bottom row slanted shelving throughout the library to improve user access, researching options for updated library seating, which included meeting with Create Spaces to explore possibilities and cost for reconfiguration of library layout and any new furniture placement.
- Realigned organizational structure for better distribution of staff management and improved efficiency by modifying direct reporting hierarchy, redefining two (2) management positions to best suit the current needs of the library, and cross-training and reassigning more day-to-day operation responsibilities to the Deputy Director thereby allowing me to focus on the library strategic plan, develop long term projects and initiatives, and execute more complex administrative duties.
- Worked with Library Team and subject-matter expert consultant to drive forward the ongoing development of the Library's Strategic Plan, working with the contracted vendor to coordinate and arrange for community input and leading staff engagement to produce a new, comprehensive plan and determine what specific library Policies should be reviewed and adjusted to align with community feedback and the information gathered from the Strategic Planning process.
- Collaborated with Leadership Team to update and remove outdated language, implement, and continually make additions and improvement to a comprehensive internal Policies and Procedures manual.
- Developed and distributed an inquiry form for staff to provide insight and feedback on professional development opportunities and training they would like. Consistently provided access to professional development and training opportunities for staff both individually and as a group. Over the course of FY26 the staff completed 16 Ryan Dowd training webinars as a group, with the option to choose any other training from the Ryan Dowd catalog and/or identify and select training of their choosing by providing information to staff about additional opportunities provided by the State Library and other 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, community partnership gatherings, and various other community events.
- Engaged in various training both remotely and in person, routinely attending webinars to improve leadership and learn of new library technology and innovations, attending an American Library Association ("ALA") Advocacy training in Chicago, IL, attending the Nevada Library Association Conference in Las Vegas, and I will be attending the ALA Annual Conference in June 2026.
- 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, funding from the Friends of the Carson City Library, and an interlocal agreement with the Governor's Office of Economic Development.
- Successfully submitted the Carson City Library FY26 budgets, maintaining effective oversight on Library spending and completing the Library's FY26 budget augmentation requests.

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 and exercise sound stewardship of taxpayer dollars. 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.

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 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 changes, but also one of growth and opportunity to develop as a leader and mentor.

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

05/08/2026

Date

Certificate of Completion

This certificate has been awarded to

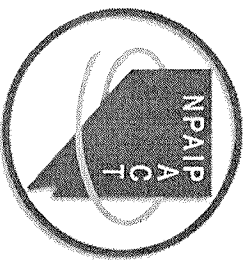
JOY HOLT

for completion of the following course

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

2026-05-11

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

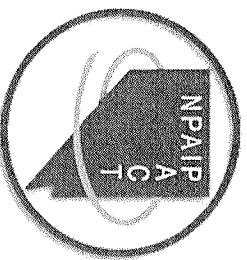
JOY HOLT

for completion of the following course

POOL/PACT - Cybersecurity - 2026 - KnowBe4 Security Awareness Training - 30 Min

2026-05-11

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

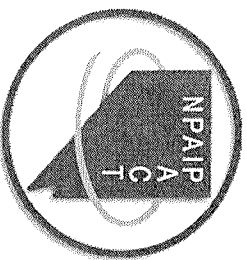
JOY HOLT

for completion of the following course

POOL/PACT - Creating an Impartial Work Environment

2026-05-11

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

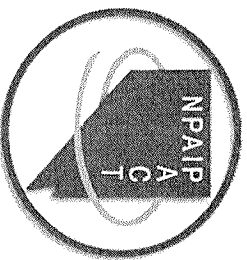
JOY HOLT

for completion of the following course

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

2026-05-11

Awarded On



Never

Expires On

Certificate of Completion

This certificate has been awarded to

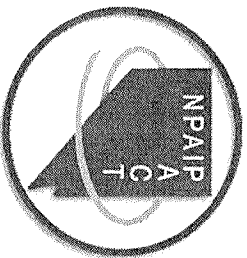
JOY HOLT

for completion of the following course

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

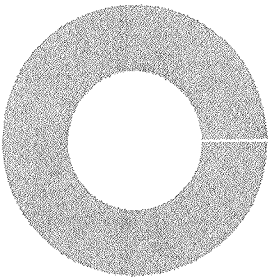
2026-05-11

Awarded On



Never

Expires On



Task Type



Read/Complete

Review

Task Count

250

1



Unclassified Job Performance Appraisal

Rate Increase Calculation					
		X	2.0%	=	
Salary Grade	Current Salary		COLA Increase		Adjusted Salary
		X	3.0%	=	
	Adjusted Salary		Merit Increase		New Salary

Name
Supervisor

Joy Holt
Library Board of
Trustees

Review Period	7/1/25 to 6/30/26
Job Title	Library Director
Supervisor Title	Library Board of Trustees

Major Job Responsibilities

- Develops and directs the implementation of goals, objectives, policies, procedures and work standards for the Carson City Library.
- Directs preparation of, presents, and explains the library budget before the Library Board, the Carson City Finance Department and the Carson City Board of Supervisors in compliance with City policies and procedures.
- Directs and controls departmental spending within the confines of approved budgets.
- Plans, organizes, administers, reviews and evaluates the activities of library staff, directly or through appropriate delegation.
- Contributes to the overall quality of library service by developing and coordinating work teams and by reviewing, recommending and implementing improved internal procedures.
- Provides support to the Library Board of Trustees by assisting with meetings, preparing reports, and implementing policy approved by the Board.
- Works with Friends of the Library, various advisory boards and commissions, citizen groups and City management to formulate policies, processes, and plans.
- Prioritizes and allocates available resources; reviews and evaluates program and service delivery, makes recommendations for improvements, directs implementation of changes, and ensures maximum effective service delivery.
- Acquires outside funding sources from public and private grants and donations.
- Confers and works closely with the library team to provide direction and leadership, problem solve, and make policy exceptions and changes as required for effective service delivery.
- Represents the Carson City Library in local and statewide forums; makes presentations before various advisory committees, legislative, regulatory and community groups; oversees the best interests of the library in negotiations with others to provide services or take action supportive to the library.
- Directs the selection of staff and provides training, and professional development opportunities for library staff; interprets regulations and City policies and procedures to employees; ensures effective morale, productivity and discipline of department staff.
- Participates in professional library associations and other professional organizations to remain current on development and advancements in Library Science, public administration, and training.

- Directs and/or drafts analytical studies; develops and reviews reports of findings, suggests alternatives, and makes recommendations; directs the maintenance of records/files.
- Prepares and directs the preparation of a variety of written correspondence, reports, procedures, and other written materials.
- Monitors and interprets changes in laws and regulations; evaluates any impact upon library activities, develops and implements policy and procedural changes as required; drafts changes to laws and ordinances and lobbies the legislature on behalf of the library, and provides supporting testimony as required.
- Uses standard office equipment, including a computer, in the course of the work; drives a personal or City motor vehicle or arranges for appropriate transportation to attend off-site meetings and visit off-site Library locations.
- Demonstrates courteous and cooperative behavior when interacting with elected officials, public, and staff; acts in a manner that promotes a harmonious and effective workplace environment

Comments:

☐ Outstanding
 ☒ Above Expectations
 ☐ Meets Expectations
 ☐ Unsatisfactory

Objectives

Objective	Results
1. Continue to explore opportunities to provide a more comfortable environment with the library spaces.	1.
2. Cross-train deputy director and hand off more day-to-day operations to deputy director to focus on admin duties.	2.
3. Update policies to remove outdated language.	3.
4. Continue to explore opportunities for professional development opportunities for staffing areas of library science and public administration.	4.

Comments:

☐ Outstanding
 ☒ Above Expectations
 ☐ Meets Expectations
 ☐ Unsatisfactory

Impact of Unanticipated Events/Conditions

Comment on impact of unanticipated factors on performance of job responsibilities or achievements of objectives:

Overall Rating

Comments:

☐ Outstanding ☒ Above Expectations ☐ Meets Expectations ☐ Unsatisfactory

Employee Comments

Development/Future Objectives/Potential Roadblocks

Development (training, special assignments) needed:

Objectives/priorities for next performance period:

Proposed Objectives Based on Trustee Input:

Proposed Objective 1: Prioritize updating Library policies, ensure they are consistent with Library's Strategic Plan, and ensure those policies are accessible to public.

Context: All four trustees completing evaluations identified updating policies as an important objective.

Proposed Objective 2: Continue transitioning significant responsibility for day-to-day operations to the deputy director position.

Context: All trustees indicated that Director Holt made positive progress on this objective from 2025 and express an expectation that this progress be continued.

Proposed Objective 3: Continue community outreach efforts through social media and engagement with the Board of Supervisors and other civic groups.

Context: Three trustees identified continued outreach efforts, with a particular emphasis on the Board of Supervisors and civic groups as an objective.

Proposed Objective 4: Explore technological infrastructure needs for library modernization, including Director training on technology and periodic updates to the Board of Trustees.

Context: Three trustees identified library modernization or improved technological infrastructure as an objective.

Proposed Objective 5: Develop a training document for new trustees.

Context: One trustee identified this as an objective.

Proposed Objective 6: Continue exploring space planning for the Library to provide a comfortable environment for users.

Context: Trustees had mixed opinions on space planning and user comfort, with some noting continued progress would be beneficial and others noting further progress may not be feasible.

Certifications

☒ Attached are the required certificates from Absorb

- Carson City-Nevada Anti-Harassment Training for Supervisors
- Cybersecurity - KnowBe4 Security Awareness Training – 45 Min
- Creating an Impartial Work Environment
- Carson City- Safe and Sober Workplace-Supervisor Supplement

☒ Attached is the PolicyTech report which shows there are no outstanding tasks the employee is required to complete.

Has the employee obtained all the required certificates, licenses, and registrations as set forth in the job description for this review period?

☒ Yes

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

Are all required certificates, licenses and registrations active?

☒ Yes

☐ No. If you mark “no” please contact Human Resources at (775) 887-2103.

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

Signatures

Appraiser: _____ Date _____

Employee: _____ Date _____

Note: employee signature does not mean agreement with the rating, only that it has been reviewed and discussed in person.

Please give a copy of the evaluation to the employee.

Employee Comments:



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** June 11, 2026
Staff Contact: Joy Holt, Library Director
Agenda Title: Library Director's administrative reports.
Agenda Action: Other / Presentation **Time Requested:** 20 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_JUNE_2026.pdf](#)

[230 GIFT FUND BOARD REPORT_JUNE_2026.pdf](#)

[275 GRANT FUND BOARD REPORT_JUNE_2026.pdf](#)

[Library Director Report_06112026.pdf](#)

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

101 GENERAL FUND FY26**AS OF****6/1/2026**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500101	SALARIES	1,110,557.00	1,110,557.00	848,365.47	0.00	262,191.53	76%
1016200	500102	HOURLY/SEASONAL	60,000.00	60,000.00	40,421.21	0.00	19,578.79	67%
1016200	500103	ADMINISTRATIVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500106	MANAGEMENT LEAVE PAY	0.00	0.00	13,455.85	0.00	-13,455.85	
1016200	500107	ANNUAL LEAVE PAYOFF	0.00	0.00	15,104.99	0.00	-15,104.99	
1016200	500108	SICK LEAVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500111	OVERTIME	0.00	0.00	2,617.15	0.00	-2,617.15	
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	5,248.47	0.00	31,751.53	14%
1016200	500225	MEDICARE	16,609.00	16,609.00	13,184.53	0.00	3,424.47	79%
1016200	500230	RETIREMENT	350,839.00	350,839.00	245,083.63	0.00	105,755.37	70%
1016200	500240	GROUP INSURANCE	189,108.00	189,108.00	88,301.50	0.00	100,806.50	47%
1016200	500250	WORKERS' COMPENSATION	43,835.00	43,835.00	39,420.47	0.00	4,414.53	90%
1016200	500260	EDUCATION INCENTIVE	0.00	0.00	0.00	0.00	0.00	
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	15,186.49	0.00	4,813.51	76%
1016200	500330	TRAINING	8,000.00	8,000.00	3,021.76	0.00	4,978.24	38%
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	35,552.71	0.00	520.29	99%
1016200	500434	BUILDING REPAIR & MAINT	471.00	471.00	218.00	0.00	253.00	46%
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	6,840.35	0.00	-1,200.35	121%
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	1,043.33	0.00	456.67	70%
1016200	500580	TRAVEL	3,500.00	3,500.00	191.92	0.00	3,308.08	5%

101 GENERAL FUND FY26**AS OF****6/1/2026**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500601	OFFICE SUPPLIES	8,000.00	8,000.00	14,772.41	0.00	-6,772.41	185%
1016200	500602	POSTAGE/SHIPPING	12,000.00	12,000.00	9,214.93	0.00	2,785.07	77%
1016200	500625	OPERATING SUPPLIES	22,688.00	22,688.00	20,093.55	0.00	2,594.45	89%
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	219,524.77	193.22	9,622.01	96%
1016200	500660	VEHICLE FUEL/OIL	420.00	420.00	851.42	0.00	-431.42	203%
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	10,011.45	0.00	7,399.55	58%
1016200	500712	POWER	23,000.00	23,000.00	18,899.43	0.00	4,100.57	82%
1016200	500713	HEATING	10,730.00	10,730.00	2,679.19	0.00	8,050.81	25%
1016200	500950	ISC: FLEET MANAGEMENT	3,210.00	3,210.00	3,210.00	0.00	0.00	100%
1016200	502450	CASH SHORT/OVER	0.00	0.00	-3.90	0.00	3.90	
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	13,036.75	0.00	-5,236.75	167%
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	1,728,905.58	193.22	541,298.20	76%

230 GIFT FUND FY26
AS OF 6/1/2026

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	8,153.77	0.00	346.23	96%
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	1,566.03	0.00	28,433.97	5%
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	9,732.22	96.27	9,171.51	51%
2306200	500685	OPERATING HARDWARE/SOFTWARE	0.00	22,842.00	0.00	0.00	22,842.00	0%
2306200	500699	UNDESIGNATED AMOUNTS	0.00	36,420.00	0.00	0.00	36,420.00	0%
2306200	501225	GRANT - OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	
2306200	501475	SUMMER LEARNING PROGRAM	1,000.00	8,000.00	0.00	0.00	8,000.00	0%
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	0%
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	3,250.00	3,087.98	0.00	162.02	95%
2306200	501241	DIGITAL COLLECTION	250.00	17,000.00	17,000.00	0.00	0.00	100%
2306200	501242	SUMMER READING PROGRAM FOL	250.00	9,000.00	4,159.04	0.00	4,840.96	46%
TOTALS			12,500.00	196,512.00	75,495.74	96.27	120,919.99	38%

275 GRANTS FY26**AS OF****6/1/2026**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
2756200	500101	SALARIES	85,813.00	85,813.00	75,233.06	0.00	10,579.94	88%
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	1,090.94	0.00	153.06	88%
2756200	500230	RETIREMENT	31,536.00	31,536.00	27,562.51	0.00	3,973.49	87%
2756200	500240	GROUP INSURANCE	12,033.00	12,033.00	10,372.54	0.00	1,660.46	86%
2756200	500250	WORKERS' COMPENSATION	2,798.00	2,798.00	2,797.99	0.00	0.01	100%
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	333,073.69	1,673.60	-209,903.29	267%
2756200	507010	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	
		TOTALS	133,424.00	258,268.00	450,130.73	1,673.60	-193,536.33	174%



Library Director's Report

Library Director: Joy Holt

Library Board of Trustees Meeting: June 11, 2026

Staffing Updates:

- ❖ 1 Senior Library Assistant has been filled. Tyger Ratcliffe was promoted from Library Assistant. Congratulations Tyger!
- ❖ 1 Library Resources and Systems Manager has been filled. This new employee will be joining us on July 12, 2026.
- ❖ 1 Collection Development Librarian position has been filled. This new employee will be joining us on June 16, 2026.
- ❖ 1 part-time Shelver position has been filled. This new employee joined us on June 5, 2026.
- ❖ 1 Library Assistant position is currently posted and interviews are underway.

Programming and Outreach Events:

*June 2026 Highlights *Thank you to Haley Wilson for providing the following information:*



WANDER BEYOND WORDS

Carson City Library Summer Reading Challenge 2026

June 13 – August 15, 2026



2026 SUMMER READING GOALS

Goal	Target
Readers Registered	700
Readers Completing the Challenge	300
Community Reading Goal	800,000 Minutes
Challenge Dates	June 13 – August 15
Ages Served	Birth – Adult
Programs & Events Offered	40+



KICK-OFF PARTY

Saturday, June 13 • 10:00 AM – 2:00 PM

Readers will begin their summer adventure with a Renaissance Faire-inspired celebration featuring:



Pancake Breakfast with Kiwanis (8:00–10:00 AM)



Dragon Egg Distribution

Explore our enchanted forest and adopt a dragon egg to accompany you on your reading quest.

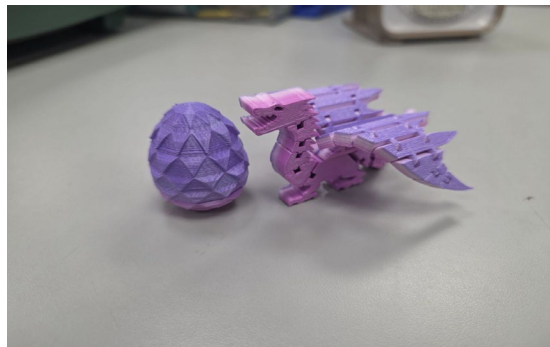


Hands-On Activities

- Dragon Nest Building
- Fantasy Map Making
- Sword & Shield Decorating
- Magical “Mead” Making

✂ Interactive Games

- Knock Down the Castle
- Jousting Arena



PROGRAM HIGHLIGHTS

Throughout the summer, participants can enjoy more than 40 free programs and events, including:



Fantasy-Themed Crafts & Workshops

- Wand Making
- Diamond Art
- Fairy & Gnome Houses
- Crystal Growing
- Mythical Creatures from Around the World



Speed Puzzling Tournament



Weekly Dungeons & Dragons Campaign

Beginning June 19

🌳 Read in the Park

Library outreach programs in local parks with Carson City Park Rangers

- June 12 — Mills Park
- July 10 — John Mankins Park
- August 14 — Ross Gold Park

🎨 Makerspace Workshops

📖 Fantasy-Themed Storytimes & Saturday STEAM Programs

🚒 Read With a Hero Storytime

Featuring the Carson City Fire Department on July 9

🎭 Young Shakespeare Performance

July 30

🔍 Community Creature Scavenger Hunt

Search for magical creatures hidden throughout the library and participating local businesses.

🎁 PARTICIPANT REWARDS

Completion Rewards

Readers who complete their age-group reading goal will receive:

- ✓ Completion Prize Bag
- ✓ 3D-Printed Dragon
- ✓ Entries into Grand Prize Drawings
- ✓ Galaxy Theatres Movie Passes
- ✓ Texas Roadhouse Kids Meal Passes

Grand Prize Opportunities

🎮 Nintendo Switch Consoles & Games

📱 Fire HD Kids Tablets

📖 Kindle E-Reader



 **Movie Theater Gift Baskets**
Donated by Galaxy Theatres

 **LEGO Prize Packages**
Donated by Brick Reboot

 **Arts & Crafts Prize Bundles**

 **Book & Plushie Prize Collections**

COMMUNITY CHALLENGES

Participants work together to unlock community rewards as the library reaches milestone goals for:

 **Minutes Read**
500,000 • 600,000 • 700,000 • 800,000 • 900,000 • 1,000,000

 **Reader Registrations**
150 • 300 • 450 • 600 • 750

 **Challenge Completions**
100 • 200 • 300 • 400

Additional prizes and rewards are unlocked throughout the summer as community goals are achieved.

WRAP-UP PARTY

Saturday, August 15 • 10:00 AM – 2:00 PM

Patton Community Room

Celebrate the end of the reading challenge with a fantasy-themed festival featuring:

 **Unicorn Toss**

 **Knock Down the Castle**

 **Knight Helmet & Dragon Mask Decorating**

 **Castle Decorating**

 **Catapult Building STEAM Activity**

 Prize Distribution & Final Celebration

COMMUNITY ENGAGEMENT

This year's challenge offers multiple opportunities for participants to connect with the library and the wider community.

Community Dragon Scale Art Project

Readers decorate individual dragon scales that will be assembled into a giant community dragon display.

Collectible Lanyard Button Challenge

Earn buttons by reaching reading milestones and attending select programs. Collect 10 buttons to earn an extra completion bag prize.

Dragon Egg Reading Adventure

Track your dragon's journey throughout the summer and share your adventures using **#DragonEggDiaries**.

Partnerships with Local Businesses

Participating businesses throughout Carson City will host magical creatures as part of the Community Creature Scavenger Hunt, encouraging families to explore and engage with local organizations.

-

YOU'RE INVITED!

Summer Reading

KICK OFF PARTY!

RENAISSANCE FAIRE THEMED

JUNE 13TH

10AM - 2PM

ENJOY
GAMES, CRAFTS

AND

VISIT THE
ENCHANTED FOREST
TO RECEIVE YOUR
DRAGON EGG!

ENCHANTED
FOREST

ADVENTURE BEGINS AT YOUR LIBRARY!

CELEBRATING 60 YEARS OF SERVICE
to the CARSON CITY COMMUNITY!

60TH

ANNIVERSARY

1966-2026

CARSON CITY
LIBRARY

BLOCK

Party!

FUN ★ COMMUNITY ★ CONNECTION

JUNE 15TH

4PM – 6PM



ACTIVITIES



COMMUNITY
PARTNERS



FOOD
TRUCKS



MUSIC

★ COME TOGETHER. HAVE FUN. BUILD COMMUNITY! ★



STAFF REPORT

Report To: Library Board of Trustees **Meeting Date:** June 11, 2026
Staff Contact: Joy Holt, Library Director
Agenda Title: Trustees' reports, announcements, and requests for information.
Agenda Action: Other / Presentation **Time Requested:** 5 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)