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

Day: Thursday
Date: November 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 October 8, 2026
Click Here for Staff Report

V. For Discussion Only: Library Board of Trustees Business

V.a For Discussion Only: Discussion and presentation regarding the already-approved amendments to the Carson City Library Policy document ("Policy"), including amendments to the Meeting Spaces, Obtaining a Library Card, Gifts, and Reconsideration of Library Materials sections of the Policy.

Click Here for Staff Report

VI. For Possible Action: Library Board of Trustees Business

VI.a For Possible Action: Discussion and possible action regarding amendments to the Carson City Library Policy document ("Policy"), including proposed amendments to add a new Collection Development section to the Policy and to revise the Technology at the Carson City Library, Dedicated Technology Spaces within the Library, Technology Equipment use within and outside of the Library, Intellectual Property General Statement, Appendix C (Producers Agreement), and Carson City Library Internet Use sections of the Policy.
Click Here for Staff Report

VII. Non-Action Items:

VII.a Library Director's administrative reports.
Click Here for Staff Report

VII.b Trustees' reports, announcements, and requests for information.
Click Here for Staff Report

VIII. 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.

IX. 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:**	November 12, 2026
Staff Contact:	Joy Holt, Library Director		
Agenda Title:	October 8, 2026		
Agenda Action:	Formal Action / Motion	**Time Requested:**	5 minutes

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Proposed Motion
I move to approve the minutes for October 8, 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):
10-08-2026 Draft Minutes.pdf

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

_____

(Vote Recorded By)

CARSON CITY LIBRARY BOARD OF TRUSTEES (LBOT)
Draft Minutes of the
October 8, 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, October 8, 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 Anne Lenhares
Trustee Nicole Clinger-Mobley
Trustee Elizabeth Markle
Trustee Reena Spansail

STAFF: Lucas Burr, 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.carsoncity.gov/government/city-meetings.

I. CALL TO ORDER

(5:31:03) – Chair Nichols called the meeting to order at 5:30 p.m.

II. ROLL CALL

(5:31:22) – Roll was called; a quorum was present.

III. PUBLIC COMMENT

(5:31:30) – Chair Nichols entertained public comment. Ms. Holt introduced the new Trustee, Ms. Clinger-Mobley, to the rest of the Board. Trustee Clinger-Mobley provided a brief background on herself and why she wanted to get involved with the Library Board of Trustees.

IV. FOR POSSIBLE ACTION – APPROVAL OF MINUTES

IV.a. SEPTEMBER 10, 2026

(5:33:53) – Chair Nichols introduced the item and entertained changes, comments, and/or a motion. Vice Chair Lenhares stated that the paragraph starting with the timestamp 6:46:20 inaccurately summarized the discussion regarding early release days. Trustee Spansail proposed amending the paragraph to remove "…and that early release days at local schools allow additional children to participate." Vice Chair Lenhares was amenable to the suggestion. Ms. Holt also pointed out that Deputy Director Sara Martel's last name is only spelled with one L.

(5:38:06) – MOTION: Trustee Spansail moved to approve the minutes as amended by the conversation. Vice Chair Lenhares seconded the motion. The motion carried 5-0-0

V. FOR DISCUSSION ONLY: LIBRARY BOARD OF TRUSTEES BUSINESS

V.A FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING THE ALREADY-APPROVED AMENDMENTS TO THE CARSON CITY LIBRARY POLICY DOCUMENT ("POLICY"), INCLUDING AMENDMENTS TO THE PREAMBLE, GENERAL LIBRARY OBJECTIVES, LIBRARY BILL OF RIGHTS, GOVERNMENT, PERSONNEL, USE OF THE LIBRARY, COPYRIGHT GENERAL STATEMENT, USE OF THE LIBRARY'S NAME AND ADDRESS, AND SERVICES OF THE LIBRARY SECTIONS OF THE POLICY.

(5:39:00) – Chair Nichols introduced the item. Ms. Holt referenced the Staff Report and Supporting Material, all of which are incorporated into the record.

(5:39:23) – Vice Chair Lenhares pointed out that the first sentence under the "Preamble" section is missing a period. She also highlighted a typo under the third bullet point on page 15 within the "Government" section of the document, where "Library Board" is incorrectly spelled with both a lowercase and uppercase B. The Board and Ms. Holt were amenable to both corrections offered.

VI. FOR POSSIBLE ACTION: LIBRARY BOARD OF TRUSTEES BUSINESS

VI.A FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENTS TO THE CARSON CITY LIBRARY POLICY DOCUMENT ("POLICY"), INCLUDING PROPOSED AMENDMENTS TO THE TWO COLLABORATION ROOM, OBTAINING A LIBRARY CARD, GIFTS, RECONSIDERATION OF LIBRARY MATERIALS, APPENDIX A (CARSON CITY LIBRARY CARD APPLICATION), AND APPENDIX B (RECONSIDERATION OF LIBRARY MATERIALS FORM) SECTIONS OF THE POLICY; ADDING A NEW COLLECTION DEVELOPMENT SECTION TO THE POLICY; AND REMOVING THE OBTAINING A PREMIERE LIBRARY CARD SECTION OF THE POLICY.

(5:41:10) – Chair Nichols introduced the item. Ms. Holt referenced the Staff Report and Supporting Material, all of which are incorporated into the record.

MEETING SPACES

(5:49:05) – Trustee Markle pointed out that the second sentence in the first paragraph was missing a period after the word "easel."

(5:49:46) – Trustee Spansail suggested that the word "room" in "The Collaboration room" should be capitalized each time it's referenced, noting inconsistencies in the second sentence of the first paragraph and the second bullet point of the numbered list below it, where it currently is not capitalized.

(5:50:40) – Trustee Markle requested clarification between "The Study Pod" and "@Two Collaboration Room." Ms. Holt stated that she identified the @Two Collaboration Room as such to distinguish between The Collaboration Room and the Executive Conference Room, which are independent spaces that are both located upstairs and often confused since they are adjacent to one another. When asked about signage, Ms. Holt confirmed that the Executive Conference Room has signage that reads exactly that, whereas The Collaboration Room signage reads "Collaboration Room One." Trustee Spansail suggested changing the wording in the Policy to remain consistent with Library signage, but Ms. Holt reasoned that would not be necessary since the Library no longer has two collaboration rooms. She was amenable to taking out "@Two" and simply referring to the room as "The Collaboration Room," and the Board confirmed the change.

(5:52:25) – Vice Chair Lenhares and Chair Nichols suggested replacing "can" with "must" since use of any of the Library's rooms require a reservation. When asked where patrons can learn more about the reservation system, Ms. Holt explained that specific information regarding reservations can be found at the information desk or on the Library's website. She stated that reservations can be made in person or over the phone and alluded to an online reservation form that will launch soon. Vice Chair Lenhares questioned whether the reservation information found on the Library's website should also be included in the Policies and Procedures. Mr. Burr explained that while it could be beneficial for clarity, the operations are not required to be contained within the Policy so long as they're posted elsewhere in the Library. Ms. Holt added that keeping the Policy simple is the trend and best practice in libraries today. The Board agreed with the suggested change.

(5:56:44) – Trustees Spansail and Markle suggested inserting a sentence after "The rooms will be open for use by Library patrons" that reads "All rooms must be reserved prior to use." Vice Chair Lenhares recommended combining the first paragraph and Items 1 through 4 into one cohesive paragraph or bullet list to reduce redundancy. The Board and Ms. Holt agreed to both changes.

(6:02:45) – Trustee Clinger-Mobley asked Ms. Holt whether the changes being made to Policy provide her and Library staff with enough freedom to account for a scenario that could require a change occurring between policy and procedure updates, and whether such changes can become a burden. Ms. Holt responded that it is not a burden since the Library has each of the listed items in those rooms and does not have to move them. She added that the only change she could foresee is if the Library were to update its equipment.

(6:04:24) – Ms. Holt presented the resulting language, which the Board approved. The paragraph's opening sentence would read: "The Study Pod, The Collaboration Room, Executive Conference Room, and The Patton Room are available for public use and must be reserved prior to use for gatherings, small meetings, tutoring sessions, or study groups." Under this wording, "The rooms will be open for use by Library patrons" and the separate "All rooms must be reserved prior to use" sentence would both be removed as redundant, and the list would begin at Item 1: "The Study Pod – single use includes device charging station," and continue in the same form for the other three items.

OBTAINING A LIBRARY CARD

(6:07:14) – Trustee Clinger-Mobley requested a summary of substantive changes proposed to the library card process. Ms. Holt stated she proposes eliminating the Premiere Library Card and reducing the "good standing" period

from 90 days to 30 days. This period allows patrons to check out technology equipment, provided their accounts are free of fees and overdue items. When asked why these changes are being proposed, Ms. Holt explained the Premiere Library Card was created about 15 years ago when circulating technology was costlier and less common, with age requirements and waiting periods intended to mitigate theft. She noted these measures now create unnecessary barriers to access. The Library does not assess late fees if items are returned, but fees may apply for damaged or unreturned books. A 10-year review found fewer than 10 technology items unreturned, supporting the removal of these hurdles. The Library plans to upcycle existing Premiere Cards.

(6:13:00) – Trustee Spansail commended the updated application's modern look but questioned the removal of applicant initials to acknowledge various clauses. Ms. Holt responded that the initial acknowledgements were redundant and caused confusion. She proposed reverting to the language on page 27 stating, "Individual receiving a library card must be present" clarifying insertion of "standard library card" to distinguish from the internet-only card, which does not require ID. The Board agreed with this suggestion.

(6:17:54) – In response to Vice Chair Lenhares, Ms. Holt clarified that youth library card applications require a parent's signature, though the parent does not need to be present. Trustee Clinger-Mobley asked about liability if a child forges a parent's signature. Ms. Holt explained that signed applications are retained per the record retention schedule as protection. She acknowledged the balance between providing access and avoiding barriers, noting there is some risk but also a legal obligation to provide access to all. Ms. Holt added that measures are in place to verify signed consent, especially for school groups.

(6:21:45) – Trustee Markle asked if patrons receive their library card at the time of application. Ms. Holt confirmed that cards are issued immediately unless the application is completed online, in which case the patrons receive limited temporary access until they visit the Library to complete the process and obtain their physical card. Trustee Markle inquired how the Library assists homebound individuals or those without valid ID. Ms. Holt explained that certain exceptions can be made, such as accepting ID via email, though patrons assume some risk. She emphasized fairness and the importance of staff discretion in these situations. Ms. Holt noted she has worked with staff to ensure they understand when to refer such cases for override approval. She cited a recent example where the Library Services Manager granted access to a new cardholder to use the 3D printer for a school project.

(6:28:22) – Vice Chair Lenhares asked whether the 30-day waiver to use the equipment and the unwaivable $5-per-day fee were mutually exclusive. Ms. Holt affirmed that they are independent, explaining that the 30-day waiver pertains to using the equipment while the fee is only enforced if the item is not returned. In reference to overdue items, Vice Chair Lenhares asked if a patron had to wait until they were "in good standing" before checking out another item after returning something late. Ms. Holt clarified that once an item is returned, the patron immediately returns to good standing and may use the technology again. She further explained that when an item is returned, the overdue status is removed from the record entirely. Vice Chair Lenhares suggested inserting "existing" before the word "overdue." The Board agreed with the change.

(6:32:13) – Trustee Clinger-Mobley pointed out an omission under the "Standard Library Card" section of the document on page 30 of the packet where the word "days" was missing after "30." Ms. Holt acknowledged the error and noted that she had written a note to herself to insert "days" after "30." Additionally, she highlighted another

mistake in the first sentence of the same section, noting that the word "into" should be changed to "in into." Trustee Markle further suggested adding a period after the words "digital resources."

(6:33:13) – Vice Chair Lenhares asked about the punctuation of "Youth Stations" under the Youth Internet Only and Youth Standard Card section on page 30. She also requested Ms. Holt ensure that the font in the "Borrower Responsibilities" section is consistent with the rest of the document.

COLLECTION DEVELOPMENT

(6:35:20) – Trustee Spansail asked whether the "Collection Development" section was an addition to the document and if it already existed in the Library's Policies and Procedures. Ms. Holt confirmed that it's a new section, never before included in the Policies and Procedures. When Chair Nichols asked what prompted the addition, Ms. Holt explained that the Library should have had one from the start to provide transparency to patrons on how materials are selected. Ms. Holt also suggested adding a sentence to clarify that the Library's collection development process is independent of parental decisions and will make selections based on its own criteria, rather than trying to guess what parents want.

(6:39:30) – Chair Nichols and Trustee Spansail requested that the "Collection Development" section be tabled and brought back at the next meeting to allow for a review of the newly added language. They agreed that it's a necessary addition but also acknowledged its potential incompletion. Ms. Holt stated that she will bring the revised section back for future discussion.

GIFTS

(6:45:46) – Trustee Markle suggested adding a statement about gifts to clarify that once accepted by the Library, donors no longer have control over how the items are used or disposed of. This was in response to concerns that current language may allow donors to retroactively dictate how their gifts are displayed or used.

(6:55:45) – Trustee Markle proposed adding the following statement to the end of bullet 6: "Gifts are only accepted with the understanding that the Library has the right to determine retention, location, or disposal of the gift." The Board agreed with the proposed addition.

(6:58:36) – Vice Chair Lenhares questioned the use of the word "deposited" in the context of gifts or donations to the Library, suggesting it could be misinterpreted as referring to monetary deposits. Trustee Markle proposed replacing "deposited" with "received," which was accepted by the Board.

(7:00:05) – Vice Chair Lenhares felt that bullet 3 needed rewriting to avoid implying that cash gifts were used in selecting materials. Chair Nichols proposed the following statement: "The purchase of materials using cash gifts are selected by the general selection standards stated in this document regardless of donor suggestions." The proposed language was accepted by the Board and Ms. Holt agreed to incorporate the change.

RECONSIDERATION OF LIBRARY MATERIALS

(7:07:50) – Trustee Clinger-Mobley asked whether all requests were entertained in person, in writing or if they could also be submitted electronically. Ms. Holt stated that requests cannot be submitted online but noted that it could become a possibility in the future.

(7:08:44) – Ms. Holt pointed out a typo in the third paragraph on page 32 where the word "by" should be inserted before "written request."

(7:09:16) – Referencing the third paragraph on page 32, Chair Nichols requested clarification regarding the language "…the Director may request a meeting…" Ms. Holt explained that this mechanism allows patrons who are unsatisfied with her initial decision on a request for reconsideration to escalate the matter to the Chair of the Board, who then determines whether the item will be added to the Board's next meeting agenda. Discussion ensued regarding replacing "may" with "will"; however, Ms. Holt noted that doing so would compromise her flexibility and obligate her to mandate an escalation process whenever a requestor disagreed with her determination, potentially becoming overly burdensome for the Board. While Chair Nichols acknowledged that discretion is inherent in decision-making, she raised concerns about ensuring equitable access for all requestors. Ultimately, Ms. Holt reiterated that any patron who feels their concern was not fairly addressed retains the ability to come and speak directly to the Board during public comment, at which point the Board can decide whether to formally add the item to the agenda.

(7:17:30) – Continuing the discussion on language, Vice Chair Lenhares inquired about best practices in other libraries. Ms. Holt confirmed that "may" is commonly used in documents reviewed from comparable institutions. Trustee Spansail strongly advocated for maintaining the word "may," arguing that changing it to "will" would unnecessarily establish a mandatory, extended series of steps that must be cleared before an issue can be resolved. She emphasized that using "will" would limit patron rights by requiring a formal meeting agenda whenever dissatisfaction arose, thereby creating an undue burden on the Board. Ms. Holt corroborated this concern, noting that the phrase "will" is precisely the type of language that a dissatisfied requestor might become fixated on. The discussion concluded with the consensus that while the Board must respond to all public requests as a governing body, such responses do not need to occur in real time. The Board agreed to retain "may" in the third paragraph on page 32.

(7:21:24) – Vice Chair Lenhares inquired about the process for adding items to the Board's agenda at the request of patrons. Mr. Burr and Ms. Holt explained that citizens can make requests through the Library Director and the Chair of the Board. However, Ms. Holt noted that she prefers that requests be made in writing via email, which allows her to forward them to Chair Nichols for consideration.

(7:23:10) – To promote transparency regarding rejected reconsiderations, Trustee Clinger-Mobley inquired whether the Board would benefit from receiving periodic reports detailing items that had been challenged during a specific period. Ms. Holt responded by confirming that she would notify the Board of any denied formal requests for reconsideration to keep them apprised of such challenges, though she clarified that these reports would not disclose the identity of the requestor. The discussion confirmed that providing this notice serves to maintain transparency and protects against the appearance of a unilateral decision made by the Director regarding collection development policies.

(7:27:40) – Vice Chair Lenhares highlighted an error on the last line of the fifth paragraph on page 32 where "review" is improperly capitalized.

(7:28:22) – Ms. Holt stated that she plans to add a letterhead with the Library's logo to the "Request for Reconsideration of Library Materials" form. She noted a minor change to clarify that the request pertains specifically to the Carson City Library, rather than a hypothetical library system.

(7:28:58) – Trustee Markle questioned the language on the Request for Reconsideration of Library Materials form, advocating that "suggest" was more appropriate than "recommend" when asking, "In its place, what work would you recommend…" She argued that using "recommend" implied a commitment to follow-up and could give the appearance of ceding decision-making power to the patron. Ms. Holt defended the inclusion of the question by noting that this is common and considered best practice among other libraries. Furthermore, she explained that asking for suggestions helps both gather detailed analysis from patrons and sends an important message that the Library will not remove an item simply because it conflicts with certain personal values. The consensus leaned toward adopting "suggest," as this wording conveys greater respect to the individual who takes the time to submit the request while still allowing the Library to gather potentially valuable suggestions for its collection development process.

(7:33:25) – Trustee Clinger-Mobley proposed adding an option to the Request for Reconsideration form that would allow patrons to request addendums or notes pertaining to content. Ms. Holt declined this addition, explaining that allowing such granular detail could quickly devolve into a system of "warning labels" and unnecessary policy debates, citing past instances where overly specific concerns had become troublesome. The discussion concluded with the consensus that while detailed complaints are welcome, adding such options would complicate the process unnecessarily and encourage micromanagement by external parties.

(7:36:00) – Trustee Spansail questioned the rationale behind removing the word "particular" from the policy statement on page 26. Ms. Holt explained that "particular" creates a phrase that could be subject to unnecessary debate and potential misinterpretation. She clarified that by avoiding the word, they safeguard against challenging claims—such as an argument that the Library's policies do not address specific belief systems because those systems are generally perceived as broad rather than particular.

(7:38:20) – Vice Chair Lenhares questioned how requiring a patron to answer "What do you believe is the theme of this work…" would assist the Library in its collection decision-making process. Ms. Holt clarified that the question serves to gauge the depth and familiarity of the requestor with the material, thereby ensuring that the objection stems from a nuanced understanding rather than from generalized disagreement. Ultimately, Ms. Holt confirmed that regardless of the information gathered through this process, all challenged materials must be evaluated against the established Collection Development Policy prior to removal or retainment.

(7:42:27) – Vice Chair Lenhares questioned the relevance of asking patrons for an age group recommendation regarding challenged materials, noting that such answers might imply a physical relocation of the book within the Library's collection (e.g., moving it from Children's to Young Adult). Ms. Holt confirmed that this request is indeed relevant and represents a common inquiry pattern seen in similar library challenges today.

(7:43:00) – Vice Chair Lenhares raised concerns regarding the wording on the form section, "What would you like the Carson City Library to do about this work?", specifically targeting the phrase "Do not assign/lend it to my child." She argued that including language suggesting book assignment or restriction based on parental preference gave the false impression that the Library operated like a school and would assume such responsibility. Ms. Holt clarified that her intent was not to suggest operational changes but rather to provide an opportunity for the staff to understand the core concern of the patron. After noting that the Library does not maintain records of prohibited materials, Ms. Holt stated that this section serves as a crucial opportunity to educate parents on the scope of library services and clarify what the Library cannot do (such as restricting items or tracking individual student checkouts). Chair Nichols affirmed that submitting a request simply initiates a process but does not guarantee any specific outcome.

(7:48:45) – A detailed discussion followed regarding the purpose and necessity of gathering subjecting information, such as the theme or age group, from requestors. Vice Chair Lenhares questioned whether collecting such thematic details was necessary, arguing that since all determinations must ultimately be guided by the Collection Development Policy, the specifics of a patron's complaint were largely irrelevant and could invite unnecessary emotional debate. Trustee Spansail countered this perspective by emphasizing that the form's primary function is to collect comprehensive data on the contested title, detailing not only what the book is but also the challenger's specific reasoning for its removal or change. She stated that this detailed information provides valuable documentation for potential future escalation or dispute resolution, regardless of whether it impacts the immediate decision. Ms. Holt agreed that the form serves to provide requestors an opportunity to be heard and articulate their concerns.

(7:53:00) – Vice Chair Lenhares suggested removing a backslash preceding the word "reevaluation" on page 31 of the policy document, and the Board agreed with the formatting correction.

(7:53:35) – Trustee Clinger-Mobley inquired whether the term "Collection Development Team" refers to an existing operational structure or if its inclusion would legally require the Board to establish a new committee whenever a book was challenged. Ms. Holt clarified that such a team already exists within the Library. She explained that the process of reevaluating challenged materials is managed collaboratively by staff members, including herself, the Deputy Library Director, the Collection Development Library, and the Library Services Manager. This arrangement ensures that when a challenge is received, the decision is made through established internal expertise rather than creating a new Board-level function solely for this purpose.

(7:55:45) – Vice Chair Lenhares requested that the formatting and font used on the policy document be standardized to match other existing Library documents. Ms. Holt agreed to ensure consistency in the final version.

(7:56:36) – Trustee Clinger-Mobley raised the question of whether the form should require the requestor to verify their residency or membership status with the Library, suggesting this would help manage repeated challenges from non-local individuals. Ms. Holt advised against including such a qualifying question, stating that requiring proof of local residency could inadvertently send the message that an individual's right to provide opinion or challenge material is dependent on where they live. She emphasized that as a governmental entity, the Library must respect the First Amendment rights of all patrons, regardless of their physical location or card status.

(7:59:48) – Chair Nichols entertained public comment; however, none were forthcoming.

(8:00:02) – MOTION: Trustee Spansail moved to approve the proposed amendments to the Policy as presented and discussed. Vice Chair Lenhares seconded the motion. The motion carried 5-0-0.

VII. NON-ACTION ITEMS:

VII.A LIBRARY DIRECTOR'S ADMINISTRATIVE REPORTS.

(8:00:40) – Chair Nichols introduced the item. Trustee Spansail inquired whether Ms. Holt anticipates needing to adjust the budgetary line item for vehicle fuel and oil in the future. Ms. Holt confirmed that adjustments are anticipated due to rising fuel costs. When asked about the source of these funds, Ms. Holt proposed transferring money from either heating or telephone utilities, noting that both line items have had substantial leftover funds over the past three years. She confirmed that the costs for vehicle fuel and oil are connected to the fleet management budget line item.

(8:03:45) – Ms. Holt referenced the Library Director's Report, which is incorporated into the record. She reported on staffing vacancies, stating that the positions for Library Resources and Systems Manager and Library Assistant remain open. She anticipates selecting candidates for both roles next week, with interviews slated for the final week of October.

(8:04:25) – Vice Chair Lenhares expressed her appreciation for the inclusion of the outreach events. Chair Nichols requested that dates be included in the future.

(8:04:47) – Regarding upcoming programming, Ms. Holt confirmed that the Boonanza event is scheduled for October 29th. For programming at the Senior Center, she clarified that it is a rotating program based on the Center's availability and does not have a set date. Concerning the Nevada Day Parade, the theme will involve pumpkins and tall tales. Ms. Holt noted that the Library will participate with a float and plans to hand out bookmarks.

(8:05:49) – Ms. Holt reported that the Library will be closed on Friday, October 30th, in observance of Nevada Day.

(8:05:55) – In response to an inquiry regarding trivia events, Ms. Holt explained that the Library has a partnership with Galaxy Theater. Staff typically attend movie premieres, particularly those based on books, where they participate in a trivia contest between trailers and the start of the film. The theater provides guest passes to patrons who answer the most questions correctly. She recalled the highly positive reception at the premiere for *The Odyssey*.

(8:07:58) – Trustee Clinger-Mobley asked about standard practice for posting outreach photos online. Ms. Holt responded that while the Library generally posts pictures from outreach events on social media, there is no set method for doing so. She encouraged citizens who have concerns about their child's photo being included in Library posts to alert staff directly.

(8:08:40) – Regarding her attendance at the Association for Rural and Small Libraries (ARSL) Conference, Ms. Holt reported that it offered helpful insights on how similarly sized libraries are managing AI, training, and programming. She noted that because 40% of US libraries operate with three or fewer employees, attending such conferences provides an opportunity to network with peers facing similar struggles regarding size, funding, and location in a rural

community. A notable highlight was Yo-Yo Ma's performance on his 150-year-old Stradivarius, his duet with Bryan Stevenson, and a panel discussion involving CEOs of major libraries (including the New York Public Library). Ms. Holt added that she is planning to send staff members without her attendance to future conferences.

(8:12:02) – Regarding circulation statistics, Ms. Holt pointed out that the current figures represent only print materials and do not account for the digital collection. She was pleasantly surprised by the month-to-month consistency of the numbers, noting its indicated steady progress compared to previous fluctuations. When asked how door counts are determined, Ms. Holt explained that the Library uses an automatic counter located above the sliding door, which is wired and communicates with a digital reader in the electronics room.

(8:13:20) – When questioned about the half number on the September Door Count total (9183.5), Ms. Holt clarified that this was a mathematical error and that the figure should have been rounded up. She explained that the counter cannot distinguish between someone entering and exiting, meaning every single patron is counted twice and that the final number needs to be divided in half for an accurate count.

(8:14:26) – Vice Chair Lenhares questioned what conclusion could be drawn from the overall checkout and renewal numbers and when a year-to-year comparison would be provided. While Ms. Holt acknowledged that comparative data could indicate growth, she stated that her primary focus was on differentiating between one-time checkouts versus renewals to justify purchases of high-demand titles. Ultimately, the Board requested that a year-to-year comparison report be provided for the Board's review in the second quarter of fiscal year 2027.

(8:20:55) – Ms. Holt announced that Deputy Director Sara Martel will serve as Acting Director during her absence from October 19th through October 23rd.

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

(8:21:34) – Chair Nichols entertained reports, announcements, and requests for information.

(8:17:56) – Regarding the Strategic Plan, Ms. Holt confirmed that work is ongoing and expressed hope that it will be presented to the Board for consideration next month. Trustee Spansail inquired about the progress of the Five-Year Plan. Ms. Holt affirmed that the Library has been operating in alignment with the plan's existing goals.

(8:19:04) – Trustee Spansail asked whether any changes to the "Collection Development" section of the Policies and Procedures would result from the adoption of a new Strategic Plan, specifically drawing attention to potential revisions in the Mission Statement. Ms. Holt responded that once the Strategic Plan is finalized, she will add an item to a subsequent agenda requesting the Board's review and approval of any necessary changes to this specific policy section, ensuring consistency with the new Mission Statement contained within the Strategic Plan.

(8:21:48) – Vice Chair Lenhares inquired whether the version of the Five-Year Plan presented to the Board would be final. Ms. Holt clarified that the document provided is a final draft. She explained that the Board's role will involve working with Dr. Steinman to either revise or approve the plan, noting that this review process functions similarly to how the Board amends the Policies and Procedures document.

VIII. PUBLIC COMMENT

(8:24:19) – Chair Nichols entertained public comments; however, none were forthcoming.

IX. FOR POSSIBLE ACTION: TO ADJOURN

(8:24:29) – Chair Nichols adjourned the meeting at 8:24 p.m.

The Minutes of the October 8, 2026 Carson City Library Board of Trustees meeting are so approved this 12th day of November, 2026.

STAFF REPORT

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

Staff Contact: Joy Holt, Library Director

Agenda Title: For Discussion Only: Discussion and presentation regarding the already-approved amendments to the Carson City Library Policy document ("Policy"), including amendments to the Meeting Spaces, Obtaining a Library Card, Gifts, and Reconsideration of Library Materials sections of the Policy.

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

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Proposed Motion
N/A

Board's Strategic Goal
Efficient Government

Previous Action
NRS 379.025 establishes the powers and duties of the Board of Trustees of the Carson City Library ("Board"). Among other duties, the Board is authorized to "establish bylaws and regulations for the management of the library and their own management." Amendments to the Policy: Meeting Spaces, Obtaining a Library Card, Gifts, and Reconsideration of Library Materials sections of the policy were approved by the Board on October 8, 2026. At the September 10, 2026 Board of Trustees meeting, the Board requested a presentation of the already approved amendments to the Policy at each prior meeting.

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation
NRS 379.025

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):

CarsonCityLibraryPolicy_Approved DRAFT.pdf

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

_____
(Vote Recorded By)

Meeting Spaces
The Study Pod, The Collaboration Room, Executive Conference Room, and The Patton Room are available for public use and must be reserved prior to uses for gatherings, small meetings, tutoring sessions, or study groups. **Please note:** the rooms are not soundproof. Speech will travel and can be heard outside the room. The procedures for use of the room are as follows:

The rooms include access to different equipment as follows:

1. The Study Pod: Single use. Device charging station.
2. The Collaboration Room: Groups of up to a maximum of 4 people. Television monitor with laptop connection, a whiteboard, and an easel.
3. The Executive Conference Room: Groups of up to a maximum of 6 people. Whiteboard, and an easel.
4. The Patton Room: Groups up to a maximum of 50 people.

At least one member of the group must have a Carson City Library Card and present that card upon arrival at the time of the reservation.

Obtaining a Library Card

To obtain a Standard library card:

Applicants must meet **one** of the following criteria:

1. Live in Carson City.
2. Work in Carson City.
3. Attend school in Carson City.
4. Volunteer in Carson City.
5. Support Carson City businesses.

Adults (18+ only) must:

1. Present a valid picture ID along with a completed application. Or,
2. Present a valid out-of-state picture ID, with accompanying proof of a current address in Nevada. (For example: personal mail, rental receipt, car registration, utility bill, etc.)

To obtain a Youth library card:

Minors (17 and under only) must:

1. Present a completed application.

See Appendix A for the *Carson City Library Card Application/Agreement.*

[redacted]

[redacted]

[redacted]

Gifts

Gifts to the library are encouraged and accepted subject to NRS 379.026, *Gift funds of libraries: Establishment; sources; use; investment of money; transfer of money to library foundation.*

Gifts will be received and used subject to the following conditions:

1. Gifts and donation of materials are reviewed and added to the collection using the same standards required for purchased materials.
2. Library staff determines how materials added to the collection will be integrated into the library collection.
3. Gifts of money may be donated for the general acquisition of materials or for purchasing of specific items suggested by the donor. The purchase of materials using cash gifts are selected by the general selection standards stated in this document, regardless of donor suggestions.
4. Materials which do not meet the standard required for purchased material or are no longer useful to the Library, are disposed of in the same manner as other material.
5. Gifts may be acknowledged by letter of receipt for tax purposes if requested by the donor. No monetary value of gifts are stipulated by the library.
6. Gifts of personal property, art objects, portraits, antiques, and other objects are subject to review and accepted only if determined useful and appropriate to the Library. Gifts are only accepted with the understanding that the Carson City Library has the right to determine retention, location, or disposal of the gift.

Reconsideration of Library Materials

A public library has an obligation to reflect within its collection differing points of view, beliefs, and opinions. The Carson City Library does not promulgate belief systems, viewpoints, or opinions. The selection of any material does not express or imply endorsements by the Library, of a creator or author's viewpoint.

Patrons who request the reconsideration of library materials will be asked to put their requests in writing by completing and signing the form appended to this policy.

See Appendix B for the *Reconsideration of Library Materials Form.*

[redacted]

STAFF REPORT

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

Staff Contact: Joy Holt, Library Director

Agenda Title: For Possible Action: Discussion and possible action regarding amendments to the Carson City Library Policy document ("Policy"), including proposed amendments to add a new Collection Development section to the Policy and to revise the Technology at the Carson City Library, Dedicated Technology Spaces within the Library, Technology Equipment use within and outside of the Library, Intellectual Property General Statement, Appendix C (Producers Agreement), and Carson City Library Internet Use sections of the Policy.

Agenda Action: Formal Action / Motion **Time Requested:** 45 minutes

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Proposed Motion
I move to approve the proposed amendments to the Policy as presented.

Board's Strategic Goal
Efficient Government

Previous Action

Background/Issues & Analysis
NRS 379.025 establishes the powers and duties of the Board of Trustees of the Carson City Library ("Board"). Among other duties, the Board is authorized to "establish bylaws and regulations for the management of the library and their own management." The proposed amendments to the Policy are now presented to the Board for review, further discussion, additional revision, and possible approval.

Applicable Statute, Code, Policy, Rule or Regulation
NRS 379.025

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):

Redline_CarsonCityLibraryPolicy_2026.pdf

No redline_CarsonCityLibraryPolicy_2026 DRAFT.pdf

Creator Agreement_2026.pdf

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

_____
(Vote Recorded By)

[redacted]

Collection Development

Mission Statement

Through the development and delivery of services, programs, resources, sources of information and by providing access to emerging technologies and to the library's facilities, the Carson City Library supports and enhances our diverse community's quality of life.

Purpose

The purpose of the Carson City Library collection development policy is intended to anticipate and meet the needs and interests of the Carson City community, by providing the best balanced and comprehensive collection within budgetary and space limitations. As the community changes, Carson City Library consistently reevaluates its collection to include new areas of interest and need.

Responsibility for Selection

The authority and responsibility for the selection of library materials ultimately lies with the Library Director. Under the direction of the Library Director, the responsibility for selection is delegated to library staff.

Philosophy of Selection

The Carson City Library selects materials in a variety of formats and languages that support its function as a major information source for the demanding needs of our diverse population. The collection serves the general educational and personal interests, recreational, and entertainment needs of Carson City, and reflects the cultural diversity of the community.

The Carson City Library provides materials to encourage lifelong learning, respecting everyone's interests by not placing a value on one person's needs or preferences over another's. The Carson City Library upholds the right of all individuals to access information.

Everyone is free to select or reject materials for themselves or their minor child(ren). The Library does not stand in the place of parents (in loco parentis).

Selection Criteria

Library staff use their training, knowledge and expertise when making selections for the Carson City Library, keeping various factors in mind and considering the type and format of material:

- Relevance to interests and needs of the community
- Extent of popularity and demand
- Critical reviews and staff reviews
- Social significance
- Timeliness
- Long-term value
- Assessment and correlation to existing materials in the collection
- Contribution to a balanced point of view
- Historical significance to the community or region
- Cost

Selections will be made solely on the guidelines of this policy. Sources used for selection may include, but are not limited to, published reviews from standard review sources, publisher/bookseller catalogs, professional and trade publications, patron requests and recommendations.

Collection Maintenance

To maintain a current and relevant collection, deselection and removal of materials is necessary. Items are removed from the collection based on circulation statistics, physical condition, up-to-date quality, format, accuracy, and space.

Withdrawn materials will be donated to the Friends of the Carson City Library if possible or disposed of accordingly.

[redacted]

[redacted]

[redacted]

Technology at the Carson City Library

The Carson City Library has ~~a strong backbone of~~many digital literacy programs and resources offering tools and learning opportunities to help ~~students~~ patrons of every age become~~, not just consumers of digital content, but~~ adept users, creators, and makers. ~~and adept users as well.~~

A~~n inventory of~~vailable technology in the library includes: ~~computers and other digital devices in the library system include~~desktop ~~laptops~~computers, laptops, ~~desktops, high end computers, tablets,~~ cameras, video cameras, and ~~e-readers~~Kindles. Spaces for technology use and programs are ~~designated~~ available throughout the library.

Time limits ~~and~~ of use on all public computing devices are as follows, but are subject to change by Library management:

~~In the designated technology areas, the time sessions are as follows:~~

Space	Internet Only Card	Regular Card	Sessions~~Premier e Card~~
Adult Portal ~~-~~(2nd ~~2nd~~ Floor)	X (age 18~~-+and up~~)	X (age 18+~~ and up~~)	Two 4-hour sessions~~X (18 and up)~~
Children's Portal (1st Floor)	X (age 2-17)	X (age 2-17)	Two 4-hour sessions
Youth Guardian Computer (1st Floor)	X (age 18+)	X (age 18+)	Two 4-hour sessions
Conversion Station (2nd Floor) ~~Adult Mac (2nd Floor)~~	X (age 18+)	X (age 18+)~~X (18 and up)~~	Two 4-hour sessions~~X (18 and up)~~
Scanner Station (2nd Floor)	X (age 18+)	X (age18+)	Two 4-hour sessions
Scanner Station (1st Floor)	X (all ages)	X (all ages)	Two 1-hour sessions
Express Computers (1st Floor)	X (age 18+)	X (18+)	Two 1-hour sessions
~~Scanner Station (2nd Floor)~~		~~X (18 and up)~~	~~X (18 and up)~~
~~Microfilm Station (2nd Floor)~~		~~X (2 and up)~~	~~X (14 and up)~~

~~Conversion Station (2nd Floor)~~		~~X (14 and up)~~	~~X (14 and up)~~
~~Premiere Computers (2nd Floor)~~			~~X (14 and up)~~
Children's Homework (1st Floor)~~Children's Technology (1st Floor)~~	X (2-17)~~X (2-17)~~	X (2-17)~~X (2-17)~~	X (14-17)~~X (14-17)~~
Digitorium (1st Floor)~~Children's Homework (1st Floor)~~	~~X (2-17)~~	X (14-17)~~X (2-17)~~	X (14-17)~~X (14-17)~~
Express Computers (2nd Floor)~~Digitorium (1st Floor)~~	X (18 and up)	X (18 and up)~~X (14-17)~~	X (18 and up)~~X (14-17)~~
~~Express Computers (2nd Floor)~~	~~X (18 and up)~~	~~X (18 and up)~~	~~X (18 and up)~~

~~* Using express computer sessions removes ability to use other sessions.~~

~~As long as~~ If there are no reservations, the time ~~will~~ can be increased in ~~ten minute~~ 1-hour increments until ~~someone makes~~ a reservation is made ~~in~~ that area.

Laptop computers and Chromebooks that are available at the Information Desk may be checked out ~~for a one-hour session, with an additional one-hour session if available,~~for two weeks by patrons, age 18+ ~~18~~ years ~~or older~~ with a library card for 3090 days and in good standing.

~~The second floor of the main library, as well as the library's 800 square foot auditorium, has been converted into technology commons spaces. Policies governing dedicated technology spaces, technology equipment use, internet access, and technology programs are outlined within:~~

~~Dedicated~~ Technology Spaces within the Library

1. The @Two Training Hub on the second floor contains seating for 9 ~~and~~ with a fully integrated audio/visual teaching system ~~within~~ and a partitioned room to promote maximum engagement. Classes will be taught by Carson City ~~Librarians~~ Library staff and qualified community members~~mentors/interns~~ and is designed for patrons ~~14 and up~~ aged 14+ with all levels of technology skill. Computers feature Microsoft Office Suite, ~~Adobe Photoshop Elements, Adobe Premiere Elements,~~ and Internet capabilities. ~~and Solidworks.~~
2. Express Computers on the first floor, ~~near the available coin machine and printer,~~ provide ~~express~~ quick access to ~~computers and the internet~~public computers with internet connection. ~~near the available coin machine and printing.~~
3. ~~@Two Premiere Computers on the second floor contains high-end desktop computers (PC and Mac) featuring Adobe Master Collection and AutoDesk, capable of producing amateur to professional-quality digital content. Users will have the opportunity to craft digital content and outputs though digital videos, music, photography, websites, graphic design, animation, computer-aided drafting, podcasts, presentations, and other forms of digital production. A Premiere Library card is required.~~
4. ~~4.~~3. Public computing on the second floor contains desktop PCs ~~and a Mac~~ open to the public during regular library hours. **Note:** of ~~the general~~general use computers, one is a conversion station, and one is a scanning station.~~one has a large scanner and one is a microform reader/printer.~~
5. ~~5.~~4. Youth computers ~~@Two Children's Technology on the first floor is designed for children (2-13 years~~on the first floor are available to users aged 2-17 years ~~of age). The~~

~~Children's Technology consists of three sections:~~ and include desktop computers with learning tools software.

~~a. General use PCs with homework stations.~~

~~b. A game space to promote game play and development as an educational tool.~~

~~c. Early literacy computer stations.~~

~~6. The Digitorium is a technology commons located in the library's auditorium space. Designed for school related programs and projects for high school students (14-17 years of age), secondary school teachers and their classes. Technology Includes:~~

- ~~MacBook Pro Computers with Microsoft Office (some machines will include Adobe Master Collection, Adobe Premiere/Photoshop Elements, and other creative software.~~
- ~~High Speed Internet~~
- ~~Built In Projector and Screen~~
- ~~Video Camera~~
- ~~Sound Booth~~
- ~~Green Screen Area~~
- ~~Tables and Booths for groups for 2-6~~
- ~~A teen production lab with Mac computers featuring Microsoft Office, Agent Cubes (game design), and Internet access.~~
- ~~Teen homework stations with PC computers featuring Microsoft Office, Publisher, and Internet access.~~
- ~~A game space to promote game play and development as an educational tool. Video gaming is available to any teen (14-17 years of age) with a library card in good standing.~~

5. ~~The Capital Maker Room is the Library's~~The Carson City Library ~~MakerSpace~~Makerspace~~.~~ ~~i~~This space requires a Premiere Library Card and provides access to a portable green screen, ~~l~~s available to patrons aged 14+ and includes recording equipment, a large format printer, laser cutter, 3D printers, ~~3D scanner,~~ Carvey Mini CNC machine, sewing machines, embroidery machine, soldering equipment, ~~and~~ vinyl cutter, and heat press. ~~oral history recording equipment.~~

Rules for Use of Technology Equipment

~~Technology Equipment use within and outside of the Library~~

~~Borrowing Policies and Procedures*:~~

~~1. For equipment checkout and use within designated technology areas, a Premiere Library Card is needed.~~

~~2. Premiere Library Card is required for Kindle checkout.~~

~~*Each Premiere Library Cardholder is required to sign a waiver acknowledging their responsibility for any damage or misuse of equipment upon checkout. Minors must have parental or educator permission/signature forms on file to use the equipment that acknowledges the cost of equipment and responsibility for damaged or lost items.~~

~~Rules and Regulations for the Use of Equipment, Software and Technology Space~~

1. Connection of personal Outside equipment with library equipment must be approved by librarians before use in designated technology areas.the Library Services Manager or the Library Director.
2. Patrons may not share library card login information with other users.
3.1. The @Two Premiere Computers and Digitorium priority use is for digital media projects.
4.2. All checkouts and check-in for digital equipment will be handled at the Information Desk.
5.3. An overdue fee of $5.00 per day will be added to users' accounts for late items. If an item is overdue for two weeks, the cardholder will be charged for the lost item. Users who lose or damage equipment will be charged the replacement cost of the equipment.
6.4. The library will not accept replacement purchases for lost equipment.
7. Every effort will be taken to separate use and digital media programming activities between Adults (18 and up) and Teens (14-17 years of age).
8.5. Outside software is prohibited from being uploaded on any Library equipment in designated technology . areas. Suggestions to purchase or add software are considered in accordance with the criteria outlined in the collection development policy stated in this document.and equipment may be offered at the @Two help desk and will be considered in within the @Two Digital Learning Center collection development policy.
9. Personal equipment may be compatible with equipment in the designate technology areas. Prior approval from the librarian is required before outside equipment is used on library computers.
10.6. Individual files must be saved to personal external storage devices.
11.7. When computer speakers are active, headphones must be used at all timesused.
12.8. Personal items may not be left unattended in the library. Staff will not not watch items for patrons.keep watch of any patron's belongings. The Carson City Library assumes nois not responsibility responsible for lost or stolen personal items of any type.

Intellectual Property General Statement

The Carson City Library has developed and designated technology spaces to facilitate technology, information, and library proficiency for patrons and businesses within the community. All materials produced in this space are property of the library patron producercreator/producer. They The patron creator may give permission for the library to use this material for marketing of the library via the Carson City Librarya Producers Creators Agreement.

See Appendix CD for the *Carson City Library Producers Creators Agreement*.

Carson City Library Internet Use

The Carson City Library has no control over the information accessed through the Internet and cannot be held responsible for its content.

Carson City Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems or any consequences thereof.

Although many potentially valuable sources of information are located throughout the Internet, some resources and destinations contain material that some patrons may find offensive or inaccurate. The

Carson City Library can neither verify the accuracy nor control the content of sources found on the Internet. As information consumers, patrons must use their own discretion in evaluating the validity and desirability of information found. The Carson City Library does not permit the viewing, downloading, or ~~, downloading or~~ printing of child pornography per NRS 200.730.

Materials obtained or copied on library computers may be subject to copyright laws which govern the making of reproductions of copyrighted works. Users must comply with U.S. Copyright laws and other applicable laws. The responsibility for any consequences of copyright infringement lies with the user. ~~;~~ The Carson City Library expressly disclaims any liability or responsibility resulting from such use.

~~In~~ In an effort ~~an attempt to~~to limit obscenity, viruses, and malicious downloads on networked computers, the Carson City Library utilizes filtering practices and filtering software on Youth computers ~~computers in the Children's and Young Adult areas~~ and ~~the~~ ~~Digitorium~~The Patton Room, on all computers on the second floor of the library, and the Express Stations on the first floor. However, the Carson City Library cannot guarantee that filtering technology will successfully block all inappropriate sites. Such controls cannot be ~~absolutely foolproof~~foolproof. Parents and guardians must ultimately accept responsibility for determining appropriate use of the Internet by their minor children. Any restriction of the minor child's access to the Internet remains the sole responsibility of the parent, guardian, or caregiver.

Parents are encouraged to guide their minor child's use of the Internet and access~~to~~ available resources ~~read Child Safety on the Information Highway~~regarding child internet safety such as: *Netsmartz* (www.ncmec.org/netsmartz), ~~(Please see the website: www.safekids.com),~~ produced ~~jointly~~ by the National Center for Missing and Exploited Children ~~and the Interactive Services Association.~~.

Resources available on ~~youth literacy~~Youth computers include the Internet, Microsoft Office, and pre-loaded ~~games~~resources for learning. Use of Y~~y~~outh ~~literacy~~ computers is on a first-come, ~~-~~first-serve basis. A~~No a~~dvance reservations ~~will be taken.~~are not available.

The library's laptop computers or Chromebooks can be accessed without filtering via Wifi and are available for use inside the library by patrons ~~18 years of age~~age 18+ ~~and older~~. Laptops or Chromebooks may be checked out at the Information Desk.

[redacted]

Collection Development

Mission Statement
Through the development and delivery of services, programs, resources, sources of information and by providing access to emerging technologies and to the library's facilities, the Carson City Library supports and enhances our diverse community's quality of life.

Purpose
The purpose of the Carson City Library collection development policy is intended to anticipate and meet the needs and interests of the Carson City community, by providing the best balanced and comprehensive collection within budgetary and space limitations. As the community changes, Carson City Library consistently reevaluates its collection to include new areas of interest and need.

Responsibility for Selection
The authority and responsibility for the selection of library materials ultimately lies with the Library Director. Under the direction of the Library Director, the responsibility for selection is delegated to library staff.

Philosophy of Selection
The Carson City Library selects materials in a variety of formats and languages that support its function as a major information source for the demanding needs of our diverse population. The collection serves the general educational and personal interests, recreational, and entertainment needs of Carson City, and reflects the cultural diversity of the community.

The Carson City Library provides materials to encourage lifelong learning, respecting everyone's interests by not placing a value on one person's needs or preferences over another's. The Carson City Library upholds the right of all individuals to access information.

Everyone is free to select or reject materials for themselves or their minor child(ren). The Library does not stand in the place of parents (in loco parentis).

Selection Criteria
Library staff use their training, knowledge and expertise when making selections for the Carson City Library, keeping various factors in mind and considering the type and format of material:

- Relevance to interests and needs of the community
- Extent of popularity and demand
- Critical reviews and staff reviews
- Social significance
- Timeliness
- Long-term value
- Assessment and correlation to existing materials in the collection
- Contribution to a balanced point of view
- Historical significance to the community or region
- Cost

Selections will be made solely on the guidelines of this policy. Sources used for selection may include, but are not limited to, published reviews from standard review sources, publisher/bookseller catalogs, professional and trade publications, patron requests and recommendations.

Collection Maintenance
To maintain a current and relevant collection, deselection and removal of materials is necessary. Items are removed from the collection based on circulation statistics, physical condition, up-to-date quality, format, accuracy, and space.

Withdrawn materials will be donated to the Friends of the Carson City Library if possible or disposed of accordingly.

[redacted]

Technology at the Carson City Library

The Carson City Library has many digital literacy programs and resources offering tools and learning opportunities to help patrons of every age become adept users, creators, and makers.

Available technology in the library includes: desktop computers, laptops, cameras, video cameras, and Kindles. Spaces for technology use and programs are available throughout the library.
Time limits of use on all public computing devices are as follows, but are subject to change by Library management:

Space	Internet Only Card	Regular Card	Sessions
Adult Portal (2nd Floor)	X (age 18+)	X (age 18+)	Two 4-hour sessions
Children's Portal (1st Floor)	X (age 2-17)	X (age 2-17)	Two 4-hour sessions
Youth Guardian Computer (1st Floor)	X (age 18+)	X (age 18+)	Two 4-hour sessions
Conversion Station (2nd Floor)	X (age 18+)	X (age 18+)	Two 4-hour sessions
Scanner Station (2nd Floor)	X (age 18+)	X (age18+)	Two 4-hour sessions
Scanner Station (1st Floor)	X (all ages)	X (all ages)	Two 1-hour sessions
Express Computers (1st Floor)	X (age 18+)	X (18+)	Two 1-hour sessions

If there are no reservations, the time can be increased in 1-hour increments until a reservation is made in that area.

Laptop computers and Chromebooks that are available at the Information Desk may be checked out for two weeks by patrons, age 18+ years with a library card for 30 days and in good standing.

Technology Spaces within the Library

1. The @Two Training Hub on the second floor contains seating for 9 with a fully integrated audio/visual teaching system and a partitioned room to promote maximum engagement. Classes will be taught by Carson City Library staff and qualified community members and is designed for patrons aged 14+ with all levels of technology skill. Computers feature Microsoft Office Suite, and Internet capabilities.
2. Express Computers on the first floor, near the available coin machine and printer, provide quick access to public computers with internet connection.
3. Public computing on the second floor contains desktop PCs open to the public during regular library hours. **Note:** of general use computers, one is a conversion station, and one is a scanning station.
4. Youth computers on the first floor are available to users aged 2-17 years and include desktop computers with learning tools software.
5. The Carson City Library Makerspace is available to patrons aged 14+ and includes recording equipment, a large format printer, laser cutter, 3D printers, Carvey Mini CNC machine, sewing machines, embroidery machine, soldering equipment, vinyl cutter, and heat press.

Rules for Use of Technology Equipment

1. Connection of personal equipment with library equipment must be approved by the Library Services Manager or the Library Director.
2. All checkouts and check-in for digital equipment will be handled at the Information Desk.
3. An overdue fee of $5.00 per day will be added to users' accounts for late items. If an item is overdue for two weeks, the cardholder will be charged for the lost item. Users who lose or damage equipment will be charged the replacement cost of the equipment.
4. The library will not accept replacement purchases for lost equipment.
5. Outside software is prohibited from being uploaded on any Library equipment. Suggestions to purchase or add software are considered in accordance with the criteria outlined in the collection development policy stated in this document.
6. Individual files must be saved to personal external storage devices.
7. When computer speakers are active, headphones must be used.
8. Personal items may not be left unattended in the library. Staff will not keep watch of any patron's belongings. The Carson City Library is not responsible for lost or stolen personal items of any type.

Intellectual Property General Statement

The Carson City Library has developed and designated technology spaces to facilitate technology, information, and library proficiency for patrons and businesses within the community. All materials produced in this space are property of the library patron creator/producer. The patron creator may give permission for the library to use this material for marketing of the library via a Creators Agreement.

See Appendix C for the *Creators Agreement.*

Carson City Library Internet Use

The Carson City Library has no control over the information accessed through the Internet and cannot be held responsible for its content.

Carson City Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems or any consequences thereof.

Although many potentially valuable sources of information are located throughout the Internet, some resources and destinations contain material that some patrons may find offensive or inaccurate. The Carson City Library can neither verify the accuracy nor control the content of sources found on the Internet. As information consumers, patrons must use their own discretion in evaluating the validity and desirability of information found. The Carson City Library does not permit the viewing, downloading, or printing of child pornography per NRS 200.730.

Materials obtained or copied on library computers may be subject to copyright laws which govern the making of reproductions of copyrighted works. Users must comply with U.S. Copyright laws and other

applicable laws. The responsibility for any consequences of copyright infringement lies with the user. The Carson City Library expressly disclaims any liability or responsibility resulting from such use.

In an effort to limit obscenity, viruses, and malicious downloads on networked computers, the Carson City Library utilizes filtering practices and filtering software on Youth computers and The Patton Room, on all computers on the second floor of the library, and the Express Stations on the first floor. However, the Carson City Library cannot guarantee that filtering technology will successfully block all inappropriate sites. Such controls cannot be foolproof. Parents and guardians must ultimately accept responsibility for determining appropriate use of the Internet by their minor children. Any restriction of the minor child's access to the Internet remains the sole responsibility of the parent, guardian, or caregiver.

Parents are encouraged to guide their minor child's use of the Internet and access available resources regarding child internet safety such as: *Netsmartz* (www.ncmec.org/netsmartz), produced by the National Center for Missing and Exploited Children.

Resources available on Youth computers include the Internet, Microsoft Office, and pre-loaded resources for learning. Use of Youth computers is on a first-come, first-serve basis. Advance reservations are not available.

The library's laptop computers or Chromebooks can be accessed without filtering via Wifi and are available for use inside the library by patrons age 18+. Laptops or Chromebooks may be checked out at the Information Desk.

Carson City Library
Your Knowledge & Discovery Place
www.carsoncitylibrary.org

Appendix C
Creator Agreement

Creator Agreement

As owner or creator ("OWNER") of this product ("PRODUCT"), I _____give the Carson City Library ("LIBRARY") my permission to create and use PRODUCT in any media, for any purpose (excluding defamation), which may include display, advertising, promotion, and marketing of Carson City Library. I agree that PRODUCT may be combined with PRODUCT, text and graphics and cropped, altered or modified without permanently damaging or altering the meaning of PRODUCT.

The Carson City Library does not hold copyright to PRODUCT and acknowledges and agrees that I _____have not given ownership of PRODUCT to the Carson City Library. I acknowledge and agree that this release is not binding and I am able to request the Carson City Library to remove PRODUCT at any time. I represent that I am at least 18 years of age. If I am under the age of 18, I will obtain the signature of my Parent/Guardian.

Carson City Library Barcode Number: _____

Name: _____

Address:_____

E-mail address: _____

I request the following acknowledgement to appear with PRODUCT:

_____

If no acknowledgment information is given, OWNER remains anonymous.

I _____agree to loan the Carson City Library PRODUCT until _____ date.

I_____agree to the terms of the above Carson City Library Creator Agreement.

Description of Property:

_____

_____

_____

_____

_____

Signature:_____Date: _____

Parent/Guardian Signature: _____Date: _____

STAFF REPORT

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

Staff Contact: Joy Holt, Library Director

Agenda Title: Library Director's administrative reports.

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

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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_NOVEMBER_2026.pdf

230 GIFT FUND BOARD REPORT_NOVEMBER_2026.pdf

275 GRANT FUND BOARD REPORT_NOVEMBER_ 2026.pdf

Library Director Report_11122026.pdf

Motion: _____ 1) _____ Aye/Nay

2) _____ _____

_____

_____

_____

_____

_____

_____

(Vote Recorded By)

101 GENERAL FUND FY27 AS OF 11/4/2026

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500101	SALARIES	1,235,061.00	1,235,061.00	372,488.65	0.00	862,572.35	30%
1016200	500102	HOURLY/SEASONAL	43,620.00	43,620.00	19,697.70	0.00	23,922.30	45%
1016200	500103	ADMINISTRATIVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500106	MANAGEMENT LEAVE PAY	0.00	0.00	6,632.66	0.00	-6,632.66	
1016200	500107	ANNUAL LEAVE PAYOFF	0.00	0.00	499.03	0.00	-499.03	
1016200	500108	SICK LEAVE PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500111	OVERTIME	0.00	0.00	653.21	0.00	-653.21	
1016200	500114	F L S A	0.00	0.00	411.75	0.00	-411.75	
1016200	500116	HOLIDAY PAY	0.00	0.00	0.00	0.00	0.00	
1016200	500125	TEMPORARY STAFFING	37,000.00	37,000.00	0.00	0.00	37,000.00	0%
1016200	500225	MEDICARE	18,535.00	18,535.00	5,687.75	0.00	12,847.25	31%
1016200	500230	RETIREMENT	350,358.00	350,358.00	104,080.85	0.00	246,277.15	30%
1016200	500240	GROUP INSURANCE	155,733.00	155,733.00	45,653.93	0.00	110,079.07	29%
1016200	500250	WORKERS' COMPENSATION	48,222.00	48,222.00	6,589.70	0.00	41,632.30	14%
1016200	500260	EDUCATION INCENTIVE	0.00	0.00	0.00	0.00	0.00	
1016200	500271	PHONE ALLOWANCE	960.00	960.00	320.00	0.00	640.00	33%
1016200	500309	PROFESSIONAL SERVICES	14,000.00	14,000.00	5,733.02	0.00	8,266.98	41%
1016200	500330	TRAINING	5,000.00	5,000.00	923.74	0.00	4,076.26	18%
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	29,347.00	0.00	2,644.00	92%
1016200	500430	EQUIPMENT REPAIR & MAINT	890.00	890.00	59.99	0.00	830.01	7%
1016200	500433	SOFTWARE MAINTENANCE COST	36,073.00	36,073.00	30,181.25	0.53	5,891.22	84%
1016200	500434	BUILDING REPAIR & MAINT	471.00	471.00	0.00	0.00	471.00	0%
1016200	500444	OFFICE EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	
1016200	500540	PUBLICITY/SPECIAL EVENTS	5,640.00	5,640.00	1,578.26	0.00	4,061.74	28%
1016200	500542	PRINTING/ADVERTISING	2,514.00	2,514.00	1,015.13	0.00	1,498.87	40%
1016200	500545	MEMBERSHIP / PUBLICATIONS	1,500.00	1,500.00	1,129.01	0.00	370.99	75%
1016200	500580	TRAVEL	3,500.00	3,500.00	5,589.94	0.00	-2,089.94	160%

101 GENERAL FUND FY27 AS OF 11/4/2026

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
1016200	500601	OFFICE SUPPLIES	8,000.00	8,000.00	8,209.08	0.00	-209.08	103%
1016200	500602	POSTAGE/SHIPPING	10,000.00	10,000.00	2,969.29	0.00	7,030.71	30%
1016200	500625	OPERATING SUPPLIES	20,000.00	20,000.00	1,805.59	0.00	18,194.41	9%
1016200	500643	JANITORIAL SUPPLIES	4,800.00	4,800.00	2,362.19	0.00	2,437.81	49%
1016200	500645	BOOKS/ PERIODICALS/ PUBLICATIO	253,000.00	253,000.00	91,904.13	161,864.27	-768.40	36%
1016200	500660	VEHICLE FUEL/OIL	420.00	420.00	497.94	0.00	-77.94	119%
1016200	500675	SMALL FURNISHINGS	3,000.00	3,000.00	0.00	0.00	3,000.00	0%
1016200	500680	GIFTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	
1016200	500710	TELEPHONE	15,000.00	15,000.00	3,422.69	0.00	11,577.31	23%
1016200	500712	POWER	23,000.00	23,000.00	8,412.70	0.00	14,587.30	37%
1016200	500713	HEATING	10,730.00	10,730.00	58.89	0.00	10,671.11	1%
1016200	500950	ISC: FLEET MANAGEMENT	2,972.00	2,972.00	1,486.00	0.00	1,486.00	50%
1016200	502450	CASH SHORT/OVER	0.00	0.00	-5.91	0.00	5.91	
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	16,294.00	16,294.00	8,656.55	0.00	7,637.45	53%
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	**2,359,234.00**	**2,359,234.00**	**768,051.71**	**161,864.80**	**1,429,317.49**	**33%**

230 GIFT FUND FY27

AS OF 11/4/2026

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	1,000.00	6,262.70	0.00	-5,262.70	626%
2306200	500623	COLLECTION - FOL	1,000.00	1,000.00	29,455.12	3,912.12	-32,367.24	2946%
2306200	500625	OPERATING SUPPLIES	1,000.00	1,000.00	753.22	0.00	246.78	75%
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	500636	LABORATORY EXPENSES	0.00	0.00	0.00	0.00	0.00	
2306200	500639	MOBILE MAKERSPACE - MATCH	0.00	0.00	0.00	0.00	0.00	
2306200	500645	BOOKS/ PERIODICALS/ PUBLICATIO	2,500.00	2,500.00	0.00	0.00	2,500.00	0%
2306200	500685	OPERATING HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	
2306200	500699	UNDESIGNATED AMOUNTS	0.00	0.00	0.00	0.00	0.00	
2306200	501225	GRANT - OPERATING SUPPLIES	0.00	0.00	1,179.50	0.00	-1,179.50	
2306200	501475	SUMMER LEARNING PROGRAM	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
2306200	502450	CASH SHORT/OVER	0.00	0.00	0.00	0.00	0.00	
2306200	507743	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00	0.00	
2306200	593000	UNRESERVED FUND BALANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0%
2306200	501240	CAPITAL CITY READS	500.00	500.00	0.00	5,000.00	-4,500.00	0%
2306200	501241	DIGITAL COLLECTION	250.00	250.00	13,501.04	7,322.97	-20,574.01	5400%
2306200	501242	SUMMER READING PROGRAM FOL	250.00	250.00	43.96	0.00	206.04	18%
		TOTALS	**12,500.00**	**12,500.00**	**51,195.54**	**16,235.09**	**-54,930.63**	**410%**

275 GRANTS FY27

AS OF **11/4/2026**

Org	Object	Description	Original Budget	Revised Budget	YTD Expenses	Encumbrances	Remaining Budget	% Used
2756200	500101	SALARIES	91,011.00	91,011.00	30,411.38	0.00	60,599.62	33%
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	1,320.00	1,320.00	441.00	0.00	879.00	33%
2756200	500230	RETIREMENT	33,446.00	33,446.00	11,176.20	0.00	22,269.80	33%
2756200	500240	GROUP INSURANCE	13,165.00	13,165.00	4,207.89	0.00	8,957.11	32%
2756200	500250	WORKERS' COMPENSATION	3,078.00	3,078.00	0.00	0.00	3,078.00	0%
2756200	501201	GRANT - SALARIES	0.00	0.00	0.00	0.00	0.00	
2756200	501202	GRANT - BENEFITS	0.00	0.00	0.00	0.00	0.00	
2756200	501225	GRANT - OPERATING SUPPLIES	215,100.00	215,100.00	198,859.93	0.00	16,240.07	92%
2756200	507010	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	
		TOTALS	**357,120.00**	**357,120.00**	**245,096.40**	**0.00**	**112,023.60**	**69%**

Library Director's Report

Library Director: Joy Holt
Library Board of Trustees Meeting: November 12, 2026

Staffing Updates:

- Library Resources and Systems Manager position is still open.
- Library Assistant position interviews will take place in the next two weeks.

Programming and Outreach Events:

November 2026 Highlights

Programming

Sunday Art Studio
Date & Time: Sunday, November 1 | 2:00-3:00 p.m.
All Ages attendees will color a wooden sugar skull in recognition of Día de los Muertos.

Teen Art Club
Date & Time: Tuesday, November 3 | 2:30-3:30 p.m.
An opportunity for teens to create art and connect.

Wednesday Workshop: Embroidered Fall Napkins
Date & Time: Wednesday, November 4 | 5:00-6:00 p.m.
Adults will create seasonal napkins using embroidery machine.

Dino Craft
Date & Time: Thursday, November 5 | 11:30-12:30 p.m.
Families can paint a wooden dinosaur for Dino-vember.

Charcoal Drawing
Date & Time: Thursday, November 5 | 12:30-1:30 p.m.
All ages can participate a drawing activity scheduled for Native American Heritage Month.

Genre Journeys Teen Book Club: Romance
Date & Time: Friday, November 6 | 4:30-5:30 p.m.
Teens will discuss favorite romance books and enjoy snacks.

Family Craft Club: DIY Drums
Date & Time: Saturday, November 7 | 2:00-3:00 p.m.
Families will make drums from cardboard containers.

Sunday Art Studio: Make a Teepee
Date & Time: Sunday, November 8 | 2:00-3:00 p.m.
Adults will cut and color a paper teepee.

Teen Art Club
Date & Time: Tuesday, November 10 | 2:30-3:30 p.m.
Creative activities for Teens.

Family Craft Club: Beadwork
Date & Time: Tuesday, November 10 | 6:00-7:00 p.m.
A bead craft scheduled for Native American Heritage Month.

Wednesday Workshop: Vinyl & Heat-Press American Flags
Date & Time: Wednesday, November 11 | 5:00-6:00 p.m.
Adults will create American flag designs using vinyl and a heat press.

Make a Poppy
Date & Time: Wednesday, November 11 | 5:30-6:30 p.m.
All ages can cut and color a poppy for Veterans Day.

Puzzle Competition
Date & Time: Tuesday, November 17 | 6:00-7:30 p.m.
Put puzzle-solving skills to the test at the monthly competition.

Air Dry Pottery
Date & Time: Wednesday, November 18 | 11:30-12:30 p.m.
All ages can create a pottery project using air-dry clay.

Wednesday Workshop: 3D Printed Turkeys
Date & Time: Wednesday, November 11 | 5:00-6:00 p.m.
Adults can explore 3D printing through a seasonal turkey project.

Homeschool Group Meetup
Date & Time: Friday, November 20 | 10:30-1:30 p.m.
A community partner gathering for homeschool families.

Compassionate Care Hospice Family Event
Date & Time: Saturday, November 21 | 10:00-12:00 p.m.
A family gathering to be presented through a community partnership.

Wordsmiths: Teen Writing Club
Date & Time: Tuesday, November 24 | 4:00-5:00 p.m.
A monthly gathering for teens interested in writing.

Macramé Leaf Earrings & Keychains
Date & Time: Tuesday, November 24| 6:00-7:00 p.m.
Adults will create leaf-inspired accessories using macramé.

Outreach Events

La Tapatia
Date & Time: Friday, November 6| 5:00-7:00 p.m.
Connecting community members with library resources and programs.

Senior Center
Date & Time: Thursday, November 12 | 10:00-1:00 p.m.
Connecting older adults with library services and resources.

Carson City High School
Date & Time: Wednesday, November 18 | 11:30-1:30 p.m.
Connecting students with library resources and activities.
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Bordewich Bray Elementary School Multicultural Night
Date & Time: Wednesday, November 18 | 5:30-7:30 p.m.
Connecting families of different cultures within the Carson City community with library resources and activities.

Carson Middle School
Date & Time: Friday, November 20 | 11:00-1:00 p.m.
Connecting students with library resources and activities.

Galaxy Theaters Hunger Games Trivia
Date & Time: Friday, November 20 | 5:30-7:00 p.m.
Engaging moviegoers with book-related trivia.

Director Outreach, October 2026:

- October 2, 2026: Mark Twain Elementary Fall Festival.
- October 16, 2026: Sense and Sensibility Trivia at the Galaxy movie theater.
- October 29, 2026: Boonanza. **5713 people stopped at the Library's booth!**
- October 31, 2026: Nevada Day Parade. **1200 bookmarks made by the Library were handed out to parade goers.**

Boonanza 2026



Nevada Day Parade 2026



STAFF REPORT

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

Staff Contact: Joy Holt, Library Director

Agenda Title: Trustees' reports, announcements, and requests for information.

Agenda Action: Other / Presentation **Time Requested:** 5 minutes

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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)