Minden Branch:
1625 Library Lane
Minden, NV 89423
P:775.782.9841
F:775.782.5754

Douglas County Public Library

Lake Tahoe Branch:
233 Warrior Way
Zephyr Cove, NV 89448
P:775.588.6411
F:775.588.6464

P.O. Box 337 • Minden, NV 89423

library.douglascountynv.gov

Douglas County Public Library Board of Trustees
Meeting Notice and Agenda

May 20, 2026

The Douglas County Public Library Board of Trustees will meet at **10:00 a.m. on Tuesday, May 26, 2026** in the Meeting Room of the Minden Library, 1625 Library Lane, Minden, NV. The meeting will be in-person and will not be simultaneously streamed via YouTube or Zoom®. Below is an agenda of all items scheduled for consideration.

Agenda

The Library Board encourages the respectful consideration of all views by members of the public. In order to ensure that every individual desiring to speak before the Library Board has the opportunity to express his or her opinion, it is requested that the audience refrain from disruptive behavior that may interrupt, interfere or prevent the speaker from commenting on items that are for possible action by the Library Board.

1. Public comments. [No Action]
   At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees. Public comment will not be taken on agenda discussion items because a public hearing is not legally required.

   Public Comment is limited to five (5) minutes per speaker. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

   If members of the public wish to comment on a specific agenda item scheduled for action, please make comments when the Library Board of Trustees considers that item and the item is opened for public comment.

2. <u>For possible action</u>. Discussion on approval of the agenda. The Library Board of Trustees reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

3. <u>For possible action</u>. Discussion on approval of the minutes of the April 28, 2026 regular meeting.

4. Consent Calendar.
   Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Trustee wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed as the next item for discussion or may be continued until another meeting.
   a. For possible action. Approval of Gift fund claims
      i. April
      ii. May

5. For possible action. Discussion and review of Budget Performance Report summary and Gift Fund summary.
   a. 4/30/26

6. For possible action. Discussion and review of Library Grant Summary Report and acceptance of the Friends of the Douglas County Public Library Program Support Grant.
   a. Grant Award
      i. Acceptance of the 2026 Library Program Support Grant from the Friends of the Douglas County Public Library in the amount of $5,000. The purpose of the grant is to provide funds to support Douglas County Public Library programs for all ages.

7. For possible action. Discussion and update on the Fiscal Year (FY) 26-27 Library budget.

8. For possible action. Discussion on the annual performance evaluation of Library Director, Timothy DeGhelder, including but not limited to performance, job description functions, achievements, job duties and setting director annual evaluation goals for the upcoming year 2026/2027. Pursuant to NRS 241.031(1)(b) and NRS 241.033, the Board will consider and discuss the professional competence, character, alleged misconduct or physical or mental health of Mr. DeGhelder.

9. For discussion only. Director's and Assistant Director's monthly report on library operations and statistical report from staff.

10. Closing public comments.
    At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees or those agenda items where public comment has not already been taken.

11. For possible action. Adjournment.

According to the provisions of NRS 241, this notice and agenda has been posted at or before 9:00 a.m. on the third working day before the meeting at the following locations:

Douglas County Library, 1625 Library Lane, Minden NV,
https://library.douglascountynv.gov/
Douglas County website,
https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1

State of Nevada website, https://notice.nv.gov

Supporting materials are available at the Minden Library, 1625 Library Lane, Minden, NV or at the Douglas County website address listed above. A request for copies of the supporting materials may be directed to:

Veronica Hallam, Administrative Services Manager
Douglas County Public Library
1625 Library Lane, Minden, NV 89423
775-782-9841
vhallam@douglas.lib.nv.us

Reasonable efforts will be made to assist and accommodate members of the public who are disabled and wish to attend the meeting. Please contact Veronica Hallam at 782-9841 before May 26, 2026 for arrangements.

DOUGLAS COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

A quorum or greater number of Library Board Trustees may be gathering at any or all of the following organizations' meetings during the months of June. At these meetings the Library Board of Trustees is in attendance to observe the proceedings of the organization and to participate in discussions to the extent allowed by the organization.

These organizations may not have posted a formal agenda for their meetings. The Library Board of Trustees present at the meeting will take no action relevant to the Douglas County Public Library.

Friends of the Library	6/8/26	3:30 PM	Minden Library
Minden Book Club	6/10/26	5:00 PM	Minden Library

**Meeting dates, times and locations are subject to change.*

UNAPPROVED

LIBRARY BOARD OF TRUSTEES MINUTES
April 28, 2026

ATTENDEES

Library Board Members: Chairperson Theresa Oliveira; Vice Chairperson Martha Betcher; Trustees Robert Conner, Jimayne Merkow, Theresa DeGraffenreid

Library Staff: Library Director Timothy DeGhelder; Assistant Library Director Laura Wittwer; Library Supervisor Yasmeen Al Hebshi; Administrative Services Manager Veronica Hallam, Clerk to the Board

County Staff: Deputy District Attorney Cynthea Gregory

THE MEETING CONVENED AT 10:03 A.M.

1. PUBLIC COMMENTS.

Chairperson Theresa Oliveira asked for public comment.

Mary Maas who was attending the meeting for her leadership program introduced herself.

There being no further public comment, public comment was closed.

2. DISCUSSION ON APPROVAL OF THE AGENDA.

MOTION/VOTE:
Trustee Robert Conner made a motion to approve the agenda. Trustee Jimayne Merkow made a second and the motion carried unanimously with a 5-0 vote.

3. DISCUSSION ON APPROVAL OF THE MINUTES OF THE MARCH 24, 2026 REGULAR MEETING.

MOTION/VOTE:
Trustee Merkow made a motion to approve the minutes of the March 24, 2026 regular meeting. Trustee Conner made a second. There being no public comment, the motion carried unanimously with a 5-0 vote.

4. CONSENT CALENDAR.

a. APPROVAL OF GIFT FUND CLAIMS

i. **March**
ii. **April**

Gift Fund Claims
March / April 2026

*Amazon	Supplies for various programs	$ 2,564.54
*Petty Cash	Live Entertainment at the Summer Reading Kick-off	$ 150.00
*Amazon	Supplies for Summer Reading and Watercolor Down Time; Summer Reading Kick-off/reader bags	$ 365.03
*Amazon	Seed Library Supplies; Items for DLT one-off Program	$ 94.27
*Do Co Procurement Program	Custom Printing for Story Walk	$ 27.50
*Do Co Procurement Program	Baker & Taylor Printed Books for Community Read	$4,350.00
Do Co Procurement Program	Supplies for 3D Printer	$ 43.71
*Amazon	Supplies for Adult Summer Reading	$ 26.99

*Funding/partial funding by Friends of the Library

Director DeGhelder noted that the Baker & Taylor books for the community read is Gala funded and will be available at the summer reading kick-off June 1st.

MOTION/VOTE:
Trustee Conner made a motion to approve the consent calendar. Trustee Merkow made a second. There being no public comment, the motion carried unanimously with a 5-0 vote.

5. DISCUSSION AND REVIEW OF BUDGET PERFORMANCE REPORT SUMMARY AND GIFT FUND SUMMARY.

a. 3/31/26

MOTION/VOTE:
There being no public comment, Vice Chairperson Martha Betcher made a motion to approve the budget performance report and gift fund summary. Trustee Conner made a second and the motion carried unanimously with a 5-0 vote.

6. DISCUSSION AND OVERVIEW OF DOUGLAS COUNTY'S FIVE-YEAR PROJECTED ANNUAL BUDGET. (KATHY LEWIS, CHIEF FINANCIAL OFFICER)

Chief Operating Officer Kathy Lewis and Accountant Candy Buma At presented an overview of the County's general fund and five year financial forecast. Ms. Lewis stated the library is a special fund and not part of the general fund directly but does receive transfers from the general fund. She indicated that the library depends heavily on PALS sales tax which is sensitive to economic downturn. She stated that the general fund's major revenues, property tax, which is capped at 3%, and state-consolidated sales tax, are restricted and are projected to grow more slowly than expenditures, which are driven largely by salaries, PERS, and health care costs. Ms. Lewis noted that over the next three to five years there may need to be cuts or restructuring, not expansion, unless new sustainable revenues or significant efficiencies are found. Tim explained that he wanted Finance to provide the board with the county's overall budget and how this broader picture affects the library's budget over time. The board acknowledged the context for which was presented was an important background for future library budgeting and planning.

7. DISCUSSION AND QUARTERLY UPDATE ON THE PROGRESS OF LIBRARY DIRECTOR TIMOTHY DEGHELDER'S ANNUAL GOALS AND ACHIEVEMENTS, INCLUDING BUT NOT LIMITED TO THE FORMAT OF WHICH TO CONDUCT THE ANNUAL PERFORMANCE EVALUATION OF THE LIBRARY DIRECTOR.

Director DeGhelder provided the board with his final SMART goals and the progress he's made on each. The board agreed that they will base his evaluation scores on the accomplishments he's made on his goals. Chairperson Oliveira suggested that the board conduct Tim's evaluation this year similar to the way the Board of County Commissioners conduct the county manager's evaluation. Deputy District Attorney Gregory explained that the county manager has a contract and the manner in which their evaluation takes place is different than a directors including a bonus which comes from a recognition of excellence policy. She noted that at Tim's evaluation the director of Human Resources will be present to tally up the board's scores which will determine Tim's merit increase percentage. In the end the board agreed they would conduct Tim's evaluation the same as they did last year to keep it more streamlined. Each board member will go through each core value, give there scores and hold comments until the end.

8. DIRECTOR'S AND ASSISTANT DIRECTOR'S MONTHLY REPORT ON LIBRARY OPERATIONS AND STATISTICAL REPORT FROM STAFF.

The director's monthly report and staff's statistical reports are attached and made a part of these minutes. There was no assistant director's report.

9. CLOSING PUBLIC COMMENTS.

Chairperson Oliveira asked for public comment.

Ms. Maas commented that based on the core values Tim should get high marks. In regards to the budget, Ms. Maas asked about the deficit this year and how much was it that the costs outweigh the revenue. Deputy District Attorney Gregory explained that the projected deficit is about three years out and the county is still currently in the black. She noted that Nevada counties are

required to submit a balanced budget, so the budget will always be balanced on paper. There was a current-year shortfall, initially about $1.4-$1.5 million that had to be addressed through adjustments to department budgets and that future planning is needed to avoid reaching a point where layoffs might be required.

Chairperson Oliveira noted that she will not be available for the next agenda setting meeting scheduled for May 13th and that it will be attended by Vice Chairperson Betcher and Trustee Conner.

There being no further public comment, public comment was closed.

THE MEETING ADJOURNED AT 11:25 A.M.

UNAPPROVED

Lib. Board of Trustees Mtg 5/26/26

Consent Calendar

Agenda Item 4a

Gift Fund Claims
April / May 2026

*Amazon	Supplies for various programs	$ 1,745.54
*Amazon	Items for Blind Date with a Book Program and Crafting History	$ 30.61
*Penworth	Youth Book Kits	$ 156.74
Amazon	Supplies for 3D Printer	$ 38.25
*Amazon	Items for Tiny Art Show, Pokemon Club, Fiber Arts and Clay Club, DnD Club, Summer Reading	$ 1,358.72
*Petty Cash	Seeds for Seed Library	$ 222.73
*Do Co Procurement Program	Sheet Music for Library Choir	$ 153.52
*Do Co Procurement Program	Items for Community Read and Fiber Arts Hangout	$ 813.03

*Funding/partial funding by Friends of the Library

GIFT FUND EXPENDITURES REPORT FY25-26

5/18/2026

Vendor	Voucher	Date	Programs	Library Materials	All Others	Notes
Swank Movie Licensing USA	3917968	4/1/2025	390.00			Copyright compliance site license 10mo FY2526 7/1/25-4/30/26
Swank Movie Licensing USA	05160	6/11/2025	1,467.00			Copyright compliance site license for Minden FY2526
Do Co Procurement	5774	7/11/2025	491.22			READing Paws giveaways (FOL)
Do Co Procurement	3849	7/1/2025			12.00	Filing documents for the Library Foundation (FOL)
Do Co Procurement	3849	7/1/2025			0.30	Service fee (FOL)
Do Co Procurement	3849	7/22/2025			12.00	Domain name creation for Library Foundation (FOL)
Do Co Procurement	3849	7/22/2025	190.00			Lamination for Story Walk (Gala)
Do Co Procurement	8543	7/3/2025	100.00			Gift card prizes for Summer Reading (FOL)
Amazon	05197	8/7/2025	45.87			Youth program supplies (FOL)
Amazon	05192	7/30/2025	55.96	122.77		$55.96 Acrylic paints for Tiny Art Show ornament project (FOL); $122.77 Supplies for DLT 3D printer (FOL)
Amazon	05197	8/7/2025	259.13			Scavenger Hunt/Halloween (FOL)
Amazon	05203	8/13/2025	19.98			Youth programs (FOL)
Amazon	05208	8/19/2025	465.2			$204.94 Teen/Adult Blind Date (FOL); $215.89 Ofrenda (FOL); $44.37 Story Walk (Gala)
Amazon	05211	8/25/2025	18.97			$9.98 Ofrenda (FOL); $8.99 Teen/Adult Blind Date
Amazon	05213	8/25/2025	153.57			DLT Halloween (FOL)
Amazon	05217	9/2/2025	69.46			$55.57 Storytime (FOL); $13.89 Story Walk (Gala)
Do Co Procurement	5774	8/8/2025	147.20			Seeds for Seed Library (FOL)
Do Co Procurement	3849	8/25/2025	20.98			Refreshments for garden presentation (FOL)
Amazon	05221	9/3/2025	122.18			$19.19 3D printer supplies (FOL); $90.50 Storytime (FOL); $12.49 3D printer supplies (FOL)
Amazon	05224	9/8/2025	8.99		43.57	$8.99 ZCL DnD (FOL); $43.57 Teen Room
Amazon	05228	9/10/2025	44.99			Game On! Program (FOL)
Amazon	05232	9/17/2025	103.55			Adult Crafters program (FOL)
Amazon	05233	9/22/2025	37.99			Item for Storytime ZCL
Amazon	05242	9/30/2025	62.52			Science Club (FOL)
Amazon	05245	10/1/2025	69.00			Game On! Program (FOL)
Newegg	5774	10/3/2025	130.86			Supplies for 3D Printer (FOL)
Paypal	5774	10/3/2025	$188.00			Books for Minden Book Club (FOL)
Imagestuff.com	5774	10/3/2025	64.70			Items for 1000 Books Before Kindergarten (FOL)
Amazon	05249	10/8/2025	41.97			Adult Crafters program (FOL)
Amazon	05259	10/14/2025	37.96			Game On! Program (FOL)
Amazon	05260	10/15/2025	26.34			Storytime (FOL)
Amazon	05263	10/22/2025			62.49	Items for Christmas Market at Kahle Community Center DLT
Amazon	05265	10/27/2025	15.64			Storytime (FOL)
Amazon	05269	11/4/2025	54.67			Storytime and Science Club (FOL)
Do Co Procurement	5774	11/3/2025	579.77			$95.40 Books for Minden Book Club (FOL); $490.21 Giveaways for READing Paws (FOL)
Petty Cash	05273	11/5/2025	190.00			Custom printing for Story Walk (Gala)
Amazon	05281	11/18/2025	139.31			READing Paws/Teen Room
Amazon	05284	11/25/2025	9.94			Saturday Movies (FOL)

GIFT FUND EXPENDITURES REPORT FY25-26

5/18/2026

Vendor	Voucher	Date	Programs	Library Materials	All Others	Notes
Amazon	05295	12/2/2025	296.29			$43.58 Science Club (FOL); $252.71 Literary Club
Do Co Procurement	8543	11/6/2025			12.38	Lunch for Foundation launch (Foundation)
Do Co Procurement	8543	11/6/2025			17.40	Lunch for Foundation launch (Foundation)
Do Co Procurement	8543	11/24/2025	28.75			Supplies for Gingerbread House Decorating (FOL)
Do Co Procurement	8543	11/24/2025	225.41			Supplies for Gingerbread House Decorating (FOL)
Do Co Procurement	4145	11/16/2025			3,679.98	Bear reading benches for lake branch (Gala)
Do Co Procurement	3849	11/1/2025			42.53	Library Foundation domain (Foundation)
Amazon	05303	12/10/2025	535.09			Video games - Game On! (FOL)
Amazon	05309	12/16/2025	299.15			Video games - Game On! (FOL)
Penworthy	05310	12/16/2025		1,224.60		Stay Sharp Kits (Gala)
Amazon	05312	12/16/2025	378.93	27.65		$378.93 supplies for Adult Crafters (FOL); $27.65 book from Literary Club
Amazon	05327	1/6/2026	444.86		90.15	$59.99 Game On! Program supplies; $56.55 Teen Room; $24.99 Video games; $171.08 Library Crate supplies (FOL); $188.80 Gaming Club (FOL); $33.60 Story Walk (FOL)
Do Co Procurement	5774	12/18/2025	163.06			Items for Summer Reading 2026 (FOL)
Do Co Procurement	5774	12/19/2025	117.80			Supplies for Crafting History program (FOL)
Do Co Procurement	5774	12/29/2025	-7.81			Refund for sales tax (FOL)
Do Co Procurement	8543	12/5/2025	30.33			$11.75 supplies for Gingerbread House Decorating (FOL); $20.72 supplies for Gingerbread House Decorating (FOL); ($2.14) refund for sales tax (FOL)
Do Co Procurement	3849	12/1/2025			50.40	Library Foundation business domain
Do Co Procurement	3849	12/6/2025		39.99		Playstation Network annual subscription fee (FOL)
Do Co Procurement	3849	12/11/2025		159.99		Playstation Network annual subscription fee PLUS (FOL)
Do Co Procurement	3849	12/26/2025	170.00			Custom printing for Story Walk (Gala)
Amazon	05332	1/12/2026	125.80			Gaming Club (FOL)
Amazon	05335	1/13/2026	12.74			$25.48 2 Liquitex (FOL); ($12.74) 1 Liquitex refund
Amazon	05345	1/21/2026			15.48	Book repair
Amazon	05349	2/3/2026	167.37			$124.95 Seed Library supplies (FOL); ($12.74) Liquitex gel refund (FOL); $55.16 Seed Library supplies (FOL)
Penworthy	05353	2/3/2026		465.97		Library material kits (FOL)
Do Co Procurement	4145	1/21/2026	299.33		67.13	$67.13 cloth tape for book repair; $299.33 seeds for Seed Library (FOL)
Do Co Procurement	3849	1/1/2026			50.40	Library Foundation domain
Amazon	05358	2/11/2026	32.77			$13.78 Storytime supplies (FOL); $18.99 video games
Amazon	05362	2/17/2026	45.56			Crafting supplies (FOL)
Amazon	05365	2/23/2026	62.76			Program supply storage
Amazon	05365	2/23/2026	-62.76			Program supply storage refund
Amazon	05369	3/2/2026	25.99			Seed Library envelopes (FOL)
Do Co Procurement	4145	2/25/2026			467.04	Tiny Free Library (FOL)
Do Co Procurement	4145	2/25/2026			-29.04	Refund for sales tax (FOL)
Amazon	05377	3/9/2026	171.96			Amazon - $99.01 Gaming Club/Teen Room RS (FOL); $19.99 3D printer supplies (FOL); $52.96 Movies/Fiber Arts KAL (FOL)
Amazon	05380	3/16/2026	87.98			Program supply storage

GIFT FUND EXPENDITURES REPORT FY25-26

5/18/2026

Vendor	Voucher	Date	Programs	Library Materials	All Others	Notes
Amazon	05381	3/23/2026	2,564.54			$211.08 Science Club/Mini Painting BS (FOL); $25.50 Movies/Fiber Arts KAL (FOL); $705.83 Juv SRP (FOL); $1,164.62 Adult SRP (FOL); $305.81 Adult Crafters (FOL); ($87.98) Program supply storage refund (FOL); $170.28 Crafting History (FOL); $69.40 Watercolor Wind Down (FOL)
Petty Cash	05390	3/26/2026	150.00			Live entertainment at the Summer Reading kick-off (FOL)
Amazon	05385	3/25/2026	365.03			$5.31 Watercolor Wind Down (FOL); $254.98 SRP Kick-off/reader bags (FOL); $75.99 SRP Kick-off/reader bags (FOL); $28.75 SRP (FOL)
Amazon	05397	4/1/2026	94.27			$63.33 Seed Library program (FOL); $30.94 DLT one-off program (FOL)
Do Co Procurement	3849	2/27/2026	27.50			Custom printing for Story Walk (FOL)
Do Co Procurement	3849	3/2/2026	4,350.00			Baker & Taylor printed books for Community Read
Do Co Procurement	8543	3/14/2026			10.44	Supplies for 3D Printer (FOL)
Do Co Procurement	4145	3/6/2026			33.27	Supplies for 3D Printer (FOL)
Amazon	05400	4/6/2026	26.99			Adult SRP (FOL)
Amazon	05414	4/14/2026	1,745.54			Amazon - $188.32 Various programs - KAL (FOL); $65.72 Program marketing/outreach CM (FOL); $39.97 Seed Library (FOL); $76.36 Library Choir (FOL); $146.01 Various programs - RS (FOL); $315.21 Watercolor Wind Down (FOL); $18.99 3D printer supplies (FOL); $278.42 Various programs - BS (FOL); $176.55 Blind Date with a Book (FOL); $208.73 Adult Crafters Club (FOL); $78.74 Writing Group (FOL); $124.54 Crafting History (FOL); $27.98 Writing Group (FOL)
Amazon	05420	4/21/2026	5.99			Blind Date with a Book program
Amazon	05420	4/21/2026	24.62			Crafting History supplies (FOL)
Penworthy	05415	4/24/2026		156.74		Youth Book Kits
Amazon	05425	4/24/2026			38.25	Itemss for 3D Printer (FOL)
Amazon	05431	4/29/2026	365.00			Tiny Art Show (FOL)
Amazon	05431	4/29/2026	26.59			Pokemon Club (FOL)
Amazon	05431	4/29/2026	207.44			Fiber Arts and Clay Club - DLT (FOL)
Amazon	05431	4/29/2026	59.97			DnD Club (FOL)
Amazon	05431	4/29/2026	18.74			Fiber Arts and Clay Club - DLT (FOL)
Amazon	05431	4/29/2026	21.98			Juv SRP (FOL)
Petty Cash	05434	4/29/2026	83.57			Items for Gardening program (FOL)
Acoustic Solution	05439	5/5/2026	200.00			SRP Kick-off live performance (FOL)
Do Co Procurement	4145	4/1/2026	222.73			Seeds for Seed Library
Do Co Procurement	4145	4/3/2026	153.52			Sheet music for Library Choir program
Do Co Procurement	4145	4/16/2026	376.31			Items for Community Read
Do Co Procurement	4145	4/16/2026	376.31			Items for Community Read
Do Co Procurement	8543	4/24/2026	60.41			Items for Fiber Arts Hangout
						Grand Total:
TOTALS			21,001.33	2,197.71	4,676.17	**$27,875.21**
			Programs	**Materials**	**All others**	$27,875.21

Douglas County Public Library

Budget Summary
Fiscal Year 2025-2026 Month End 4/30/2026 % of Fiscal Year 76.3%

EXPENDITURE ACCOUNTS

Salaries & Wages

Budgeted	Augments	Current month	Year-to-date	% Used
$1,135,866		$75,244	$795,025	70%

Benefits

Budgeted	Augments	Current month	Year-to-date	% Used
$593,014		$41,388	$425,353	72%

Services & Supplies

Budgeted	Amend-ments	Current month	YTD Encumber	Year-to-date	% Used
$622,265		$83,199	$71,188	$533,879	87%

Some individual lines are paid only once per year, in July and will therefore show a higher than expected percentage of disbursements in the early months of a fiscal year.

Capital Outlay **

Budgeted	Amend ments	Current	Encumber	Year-to-date	Amended Less YTD	% Used
$0	$0	$0	$0	$0	$0	0%

Capital Projects ** 224-804-562-000 & 224-804-564-500

Budgeted	Amended Budget	Current	YTD Encumber	Year-to-date	Budget less YTD	% Used
$0						

*** These are pass-through accounts. During the year money will be transferred from Services & Supplies lines or money will be augmented by grant payments. Any single item costing $50,000 or more will pass through this account. Augmentations are done as needed per fiscal year, and so these accounts can show a negative balance.*

Library Expense Budget Performance Report

Fiscal Year to Date 04/30/26
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 224 - Library										
Department 804 - Library										
	EXPENSE									
Salaries & Wages										
510.000	Salaries & Wages	1,135,046.00	.00	1,135,046.00	68,357.17	.00	666,379.13	468,666.87	59	684,280.15
510.125	Salaries-Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.165	Holiday Overtime	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.167	Vacation Payout	.00	.00	.00	.00	.00	2,614.53	(2,614.53)	+++	10,295.59
511.169	Comp Payout	.00	.00	.00	.00	.00	.00	.00	+++	415.15
511.170	Overtime	820.00	.00	820.00	.00	.00	56.30	763.70	7	492.10
511.171	Holidays	.00	.00	.00	.00	.00	37,653.62	(37,653.62)	+++	37,557.22
511.172	Comp Paid	.00	.00	.00	41.35	.00	5,174.39	(5,174.39)	+++	5,646.73
511.173	Vacation	.00	.00	.00	4,553.11	.00	42,646.98	(42,646.98)	+++	53,046.17
511.174	Sick	.00	.00	.00	2,292.58	.00	40,499.90	(40,499.90)	+++	39,482.18
511.178	Sick Leave Payoff	.00	.00	.00	.00	.00	.00	.00	+++	35,712.00
511.999	Salaries Offset	.00	.00	.00	.00	.00	.00	.00	+++	.00
	Salaries & Wages Totals	$1,135,866.00	$0.00	$1,135,866.00	$75,244.21	$0.00	$795,024.85	$340,841.15	70%	$866,927.29
Employee Benefits										
511.181	Retirement	392,565.00	.00	392,565.00	25,967.64	.00	276,741.06	115,823.94	70	262,970.65
511.182	Workers Comp	21,818.00	.00	21,818.00	1,416.07	.00	15,587.21	6,230.79	71	16,295.14
511.183	Group Insurance	146,870.00	.00	146,870.00	11,839.88	.00	110,714.19	36,155.81	75	109,010.18
511.184	Unemployment	5,645.00	.00	5,645.00	378.81	.00	3,987.70	1,657.30	71	4,320.70
511.186	Medicare	16,558.00	.00	16,558.00	1,056.80	.00	11,202.59	5,355.41	68	12,232.86
511.189	Cell Phone Stipend	2,040.00	.00	2,040.00	170.00	.00	1,530.00	510.00	75	1,530.00
511.195	Social Security	811.00	.00	811.00	.00	.00	.00	811.00	0	.00
511.201	PEBS-Ret.Medical	6,708.00	.00	6,708.00	559.00	.00	5,590.00	1,118.00	83	5,590.00
	Employee Benefits Totals	$593,015.00	$0.00	$593,015.00	$41,388.20	$0.00	$425,352.75	$167,662.25	72%	$411,949.53
Services & Supplies										
520.000	SERVICES & SUPPLIES	.00	.00	.00	.00	.00	.00	.00	+++	.00
520.029	Program Underwriting	3,924.00	(2,500.00)	1,424.00	.00	.00	.00	1,424.00	0	.00
520.045	Computer System - County Created	.00	.00	.00	.00	.00	.00	.00	+++	.00
520.055	Telephone Expense	.00	.00	.00	.00	.00	.00	.00	+++	.00
520.060	Postage/Po Box Rent	2,285.00	.00	2,285.00	.00	.00	2,938.91	(653.91)	129	2,949.90

Library Expense Budget Performance Report

Fiscal Year to Date 04/30/26

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
520.064	Travel	1,000.00	.00	1,000.00	1,545.51	.00	3,348.21	(2,348.21)	335	37.52
520.072	Advertising	334.00	.00	334.00	.00	.00	324.00	10.00	97	.00
520.078	Printing & Binding	1,186.00	.00	1,186.00	23.30	.00	(94.92)	1,280.92	-8	597.24
520.085	Telephone/Communications	29,932.00	.00	29,932.00	1,877.92	.00	21,085.31	8,846.69	70	21,514.16
520.088	Utilities	42,739.00	.00	42,739.00	2,364.94	.00	24,055.41	18,683.59	56	30,995.52
520.097	Maint B&G	546.00	2,000.00	2,546.00	.00	.00	69.98	2,476.02	3	9,915.62
520.098	Janitorial Services	29,802.00	.00	29,802.00	2,858.33	5,716.70	28,583.30	(4,498.00)	115	28,583.30
520.107	Maint Equip	79.00	500.00	579.00	.00	.00	137.96	441.04	24	68.98
520.114	Motor Pool Expense	6,129.00	.00	6,129.00	.00	.00	4,088.00	2,041.00	67	4,930.00
520.116	Veh. Maint-Co Shop	6,115.00	.00	6,115.00	.00	.00	.00	6,115.00	0	.00
520.136	Rents & Leases Equipment	3,454.00	.00	3,454.00	109.45	.00	1,094.50	2,359.50	32	1,094.50
520.156	Risk Mgmt-County Insurance-Liability	40,401.00	.00	40,401.00	10,100.25	.00	40,401.00	.00	100	38,886.00
520.169	EMRB Assessment	.00	.00	.00	.00	.00	.00	.00	+++	.00
520.170	Memberships	1,104.00	.00	1,104.00	.00	.00	1,290.13	(186.13)	117	1,000.00
520.194	Cellular Phones	.00	.00	.00	.00	.00	.00	.00	+++	.00
520.200	Training & Education	3,000.00	.00	3,000.00	.00	.00	1,186.00	1,814.00	40	641.88
520.240	Data Lines	.00	.00	.00	.00	.00	.00	.00	+++	.00
520.256	Risk Mgmt Cost Allocation	21,920.00	.00	21,920.00	5,480.00	.00	21,920.00	.00	100	19,061.00
521.100	Professional Services	32,032.00	(4,500.00)	27,532.00	2,197.50	.00	22,060.00	5,472.00	80	23,380.70
521.134	Cataloging	14,590.00	.00	14,590.00	8.40	213.90	8,281.69	6,094.41	58	11,802.83
521.500	Central Svcs Cost Allocation	183,377.00	.00	183,377.00	45,844.25	.00	183,377.00	.00	100	179,648.00
530.001	Circulation Supplies	2,500.00	.00	2,500.00	402.65	.00	1,255.52	1,244.48	50	2,426.85
532.003	Gas & Oil	2,960.00	.00	2,960.00	.00	.00	.00	2,960.00	0	64.56
532.054	Library Materials-Books	126,990.00	71,842.00	198,832.00	7,529.28	59,883.64	114,222.36	24,726.00	88	147,272.53
532.057	Processing Materials	3,986.00	4,500.00	8,486.00	112.36	2,793.21	7,008.22	(1,315.43)	116	3,575.04
532.059	Library Materials-Digital	16,646.00	.00	16,646.00	580.44	2,580.58	10,751.48	3,313.94	80	12,251.64
532.065	Institutional Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
533.800	Office Supplies	4,218.00	.00	4,218.00	451.69	.00	4,475.40	(257.40)	106	3,187.77
533.802	Small Equipment	1,256.00	.00	1,256.00	.00	.00	877.31	378.69	70	851.21
533.806	Software	34,818.00	.00	34,818.00	1,777.98	.00	30,072.34	4,745.66	86	27,570.46
533.813	Office Products Program	1,610.00	.00	1,610.00	.00	.00	616.09	993.91	38	1,508.74
533.817	Small Projects	1,560.00	.00	1,560.00	(106.43)	.00	83.57	1,476.43	5	6.25
540.010	Grants-Services & Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00

Library Expense Budget Performance Report

Fiscal Year to Date 04/30/26
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
540.012	Statewide Collection Gran	.00	.00	.00	.00	.00	.00	.00	+++	.00
541.501	Grant Match-Serv & Supplies	948.00	.00	948.00	.00	.00	.00	948.00	0	.00
550.100	Bank Fees-Credit Card Processing	469.00	.00	469.00	41.28	.00	370.56	98.44	79	354.22
550.102	Bank Fees-Checking	355.00	.00	355.00	.00	.00	.00	355.00	0	.00
565.755	Investment Service Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
	Services & Supplies Totals	$622,265.00	$71,842.00	$694,107.00	$83,199.10	$71,188.03	$533,879.33	$89,039.64	87%	$574,176.42
Capital Outlay/Projects										
562.000	Capital Projects	.00	65,000.00	65,000.00	179.38	.00	16,616.12	48,383.88	26	.00
	Capital Outlay/Projects Totals	$0.00	$65,000.00	$65,000.00	$179.38	$0.00	$16,616.12	$48,383.88	26%	$0.00
	EXPENSE TOTALS	$2,351,146.00	$136,842.00	$2,487,988.00	$200,010.89	$71,188.03	$1,770,873.05	$645,926.92	74%	$1,853,053.24
	Department 804 - Library Totals	($2,351,146.00)	($136,842.00)	($2,487,988.00)	($200,010.89)	($71,188.03)	($1,770,873.05)	($645,926.92)	74%	($1,853,053.24)
	Fund 224 - Library Totals	$2,351,146.00	$136,842.00	$2,487,988.00	$200,010.89	$71,188.03	$1,770,873.05	$645,926.92		$1,853,053.24
	Grand Totals	$2,351,146.00	$136,842.00	$2,487,988.00	$200,010.89	$71,188.03	$1,770,873.05	$645,926.92		$1,853,053.24

Gift Fund Expense Budget Performance Report

Fiscal Year to Date 04/30/26
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund **235 - Library Gift Fund**										
Department **800 - Library Gift Fund**										
EXPENSE										
Services & Supplies										
532.061	Restricted Use -Library Gift Fund	.00	134,696.00	134,696.00	3,095.33	.00	27,414.93	107,281.07	20	24,434.19
	Services & Supplies Totals	$0.00	$134,696.00	$134,696.00	$3,095.33	$0.00	$27,414.93	$107,281.07	20%	$24,434.19
	EXPENSE TOTALS	$0.00	$134,696.00	$134,696.00	$3,095.33	$0.00	$27,414.93	$107,281.07	20%	$24,434.19
	Department **800 - Library Gift Fund** Totals	$0.00	($134,696.00)	($134,696.00)	($3,095.33)	$0.00	($27,414.93)	($107,281.07)	20%	($24,434.19)
	Fund **235 - Library Gift Fund** Totals	$0.00	$134,696.00	$134,696.00	$3,095.33	$0.00	$27,414.93	$107,281.07		$24,434.19
	Grand Totals	$0.00	$134,696.00	$134,696.00	$3,095.33	$0.00	$27,414.93	$107,281.07		$24,434.19

Gift Fund Trial Balance Listing

Through 04/30/26
Detail Listing
Exclude Rollup Account

Account	Account Description	Balance Forward	YTD Debits	YTD Credits	Ending Balance	Prior Year YTD Balance
Fund 235 - Library Gift Fund						
Current Assets						
101.000	Cash	136,254.33	42,029.30	27,189.87	151,093.76	122,341.37
101.090	Investment-FMV Adjust	418.10	.00	.00	418.10	(1,692.85)
121.100	Interest Receivable	962.82	4,223.47	4,803.78	382.51	826.95
	Current Assets Totals	$137,635.25	$46,252.77	$31,993.65	$151,894.37	$121,475.47
Current Liabilities						
202.000	Accounts Payable	(245.86)	25,459.34	26,138.80	(925.32)	(3,309.32)
	Current Liabilities Totals	($245.86)	$25,459.34	$26,138.80	($925.32)	($3,309.32)
Fund Balance						
253.000	Fund Balance	(137,389.39)	.00	.00	(137,389.39)	(110,602.12)
	Fund Balance Totals	($137,389.39)	$0.00	$0.00	($137,389.39)	($110,602.12)

Gift Fund Income Statement

Through 04/30/26
Detail Listing
Exclude Rollup Account

Account	Account Description	YTD Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year YTD Total
Fund Category	**Governmental Funds**						
Fund Type	**Governmental-Spec Revenue**						
Fund	**235 - Library Gift Fund**						
REVENUE							
Department	**000 - Revenue**						
Miscellaneous Revenue							
367.102	Donations	.00	688.20	36,829.66	(36,829.66)	+++	28,883.85
	Miscellaneous Revenue Totals	$2,512.00	$667.16	$40,994.59	($38,482.59)	1,632%	$31,998.22
	Department **000 - Revenue** Totals	$139,901.00	$667.16	$40,994.59	$98,906.41	29%	$31,998.22
	REVENUE TOTALS	$139,901.00	$667.16	$40,994.59	$98,906.41	29%	$31,998.22
EXPENSE							
Department	**800 - Library Gift Fund**						
Services & Supplies							
532.061	Restricted Use -Library Gift Fund	134,696.00	3,095.33	27,414.93	107,281.07	20	24,434.19
	Services & Supplies Totals	$134,728.00	$3,095.33	$27,414.93	$107,313.07	20%	$24,434.19
	Department **800 - Library Gift Fund** Totals	$139,901.00	$3,095.33	$27,414.93	$112,486.07	20%	$24,434.19
	EXPENSE TOTALS	$139,901.00	$3,095.33	$27,414.93	$112,486.07	20%	$24,434.19
	Fund **235 - Library Gift Fund** Totals						
	REVENUE TOTALS	139,901.00	667.16	40,994.59	98,906.41	29%	31,998.22
	EXPENSE TOTALS	139,901.00	3,095.33	27,414.93	112,486.07	20%	24,434.19
	Fund **235 - Library Gift Fund** Net Gain (Loss)	$0.00	($2,428.17)	$13,579.66	($13,579.66)	+++	$7,564.03
	Grand Totals						
	REVENUE TOTALS	139,901.00	667.16	40,994.59	98,906.41	29%	31,998.22
	EXPENSE TOTALS	139,901.00	3,095.33	27,414.93	112,486.07	20%	24,434.19
	Grand Total Net Gain (Loss)	$0.00	($2,428.17)	$13,579.66	($13,579.66)	+++	$7,564.03

Goal topics for FY26/27

Inventory control with new technology

Library Policy review and updates

Outreach- including bookmobile, TFL, homebound, senior homes, volunteers + programming

Continue working with staff and long-term development

Continue support of Library Foundation and Friends of the Library

Support Gala goals for 2027

Director Report- May 2026

Gala 2026- tickets sales have started- currently we have sold 4 VIP tables. We have a 5th table confirmed but not yet paid for. We are still looking for auction donations. Our Gala team met on May 19th and things are moving forward.

Baker & Taylor- community read- 250 books ready to checkout (50 books for sale) This will kickoff starting on June 1st. The author Lisa Rogak has been confirmed to be here for two days.

Summer Read kickoff- June 1 (early as 9am to 12 noon) This will be in our parking lot. We will have hot dogs, snow cones, music, prizes, Reading Paws, community read materials, tiny art sets and other incentives.

Tiny Art Show will use cat shaped canvases… June 1 to August 1

We will have the art show on September 11 same rules as usual. I would like to have a few staff paintings done for display.

NOTE: we are only going to give out 200 this year.

On-line PLA classes through my account- I sent out an email which gives access to staff to view on-line classes.

New story walk will be put out by the end of May.

Test of inventory wand- 1700 items scanned… 7 items had issues. We are going to work on equipment adjustments. This process will still take two people to work it. One has to scan and the other can keep track of the status on the screen.

Director's Summit- Laura and I spent 2 ½ days working with other director's discussing staff planning, training, promoting and getting new staff. We had quite a few good table discussions. It was nice to talk in person with other library senior staff from around Nevada.

This month we had two staff meetings. Our first meeting we met with IT and they explained to staff how things work. They also went over new equipment ideas. Our second meeting, covered the summer reading kickoff.

Our fun Baker & Taylor hats came in. We will use this as SWAG for our community read.

I led a group session with the Leadership Douglas County on how the mission of the library in the community.

Our new library tech staff member is doing great. She is fitting right in.

We had a librarian resignation and we will be searching for a new staff member. We want to keep the librarian job status and not down-grade this position.

I have a meeting on June 1, to go over new technology from our IT department.

Law library meeting was on 5/20- there were no issues.

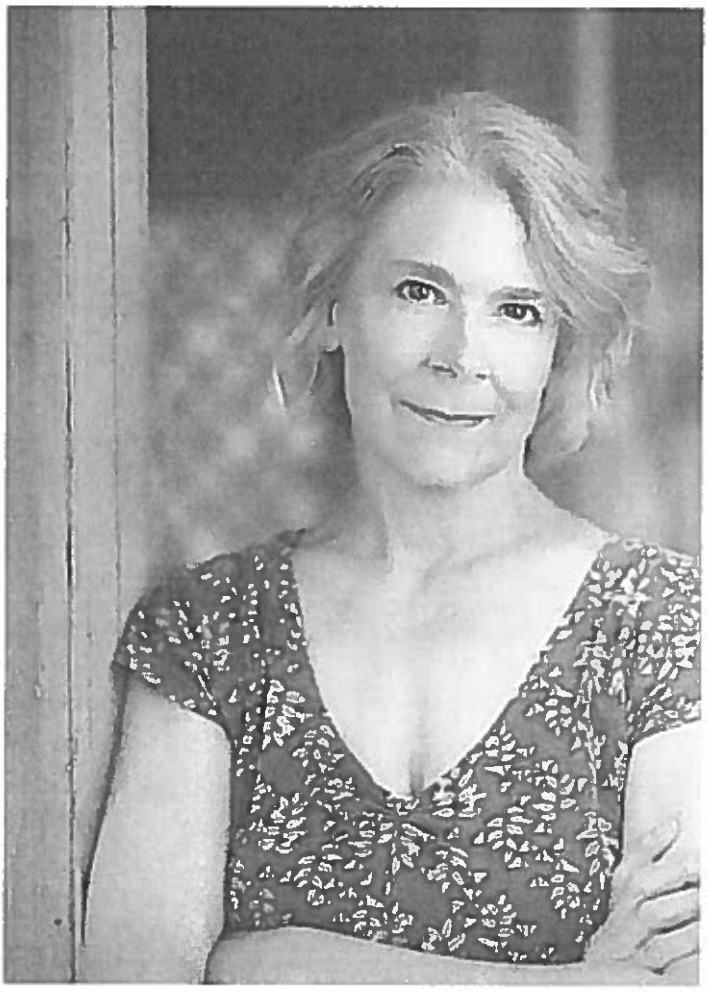


Photo credit: Sharona Jacobs

Lisa Rogak is the *New York Times* bestselling author of more than 40 books, which have been published in more than two dozen languages. Her books *Barack Obama: In His Own Words*, and *Angry Optimist: The Life & Times of Jon Stewart*, hit the *New York Times* bestseller lists. *Haunted Heart: The Life & Times of Stephen King* was nominated for both the Edgar and Anthony Awards.

Her books have been reviewed and otherwise mentioned in the *Wall Street Journal*, *The New York Times*, *USA Today*, and hundreds of other publications. She appeared on *The Oprah Winfrey Show* as the featured guest in a show about small towns to promote her book, *Moving to the Country Once and For All.*

She served as co-author with famed YouTube star Rich Benoit on his

memoir *Going Fast and Fixing Things: True Stories from the World's Most Popular DIY Repair Expert and Car Aficionado*, and helped the late librarian Jan Louch tell the story of the world's most famous library cats in *The True Tails of Baker and Taylor: The Library Cats Who Left Their Pawprints on a Small Town . . . and the World*

The Man Behind the DaVinci Code, her biography of famed author Dan Brown, was published in two dozen languages. In 2020, she published *Rachel Maddow*, the first biography of the acclaimed MSNBC anchor followed by *Alex Trebek: A Biography*.

Her biography of famed cartoonist, *A Boy Named Shel: The Life and Times of Shel Silverstein*, is currently in development for release as a major motion picture.

She lives in New Hampshire and is currently at work on a memoir.