

**CHURCHILL COUNTY LIBRARY BOARD OF TRUSTEES
CHURCHILL COUNTY, NEVADA
553 S. MAINE STREET
Fallon, Nevada 89406
(775) 423-7581**

Email: celloyd@churchillcountylibrary.org

******NOTICE OF PUBLIC MEETING******

PLEASE POST

PLACE OF MEETING: Churchill County Administration Building 155 N. Taylor Street, Commissioner's Chambers

DATE AND TIME: March 23, 2023 at 3pm.

TYPE OF MEETING: Regular meeting of the Library Board of Trustees

Notes

These meetings are subject to the provisions of the Nevada Open Meeting Law (NRS Chapter 241. Except as otherwise provided for by law, these meetings are open and public.

- I. Action will be taken on all Agenda items, unless otherwise noted.**
- II. The Agenda is a tentative schedule. The Library Board of Trustees may act upon Agenda items a different order than is stated in this notice-so as to affect the people's business in the most efficient manner possible.**
- III. In the interest of time, the Library Board of Trustees reserves the right to impose uniform time limits upon matters devoted to public comment.**
- IV. Any statement made by a member of the Library Board of Trustees during the public meeting is absolutely privileged.**
- V. All persons participating in the meeting, by any means, are put on notice that all meetings are recorded.**

AGENDA

- 1. Call to order**
- 2. Pledge of Allegiance**
- 3. Public Comment**
- 4. Roll call of members**
- 5. Verification of the posting of the agenda**
- 6. Consideration and possible action re: Approval of agenda as submitted or revised.**
- 7. Consideration and possible action re: Approval of Minutes of the meeting on:**
 - A. March 2, 2023**
 - B. March 13, 2023**
- 8. Library Board of Trustees Report**
- 9. Library Director's Report**

- Library Park Pass Exhibit-Churchill County Museum-February – May
- April 16, 2023-Empty Bowls-12-3pm-Churchill County High School Art Class and Chamber
- April 16-21, 2023- Pinwheels for Prevention in partnership with Social Services, Parks and Recreation, and others.
- May 20, 2023-Saturday-Author Michael Branch-On the Trail of the Jackalope: How a Legend Captured the World's Imagination and Helped Us Cure Cancer-CAC-5-7pm (Sponsored by Nevada Read in Your Library – a program by Nevada Humanities)
- June 3, 2023-Saturday-SRP Kick-Off Carnival-10am-2pm
- August 11, 2023-Friday-6:30pm-Books, Bites, and Beverages: A Literary Adventure
- Statistics

OLD BUSINESS

1. **Consideration and for possible action re:** Discussion and possible action to items related to the Library Director recruitment including overview of the interview process, interview of candidates, possible selection of Director, and/or next steps.

NEW BUSINESS

1. **Consideration and possible action re:** Action to approve the monthly budget report.
2. **Consideration and possible action re:** Action to approve the Library Gift Fund.

Public Comment

Adjournment.

AFFIDAVIT OF POSTING

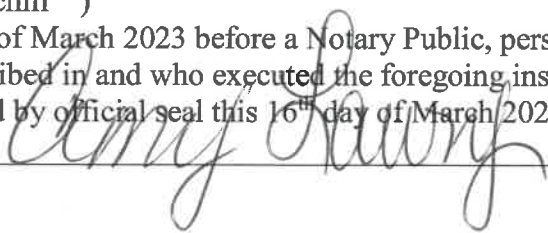
State of Nevada)
 : ss
County of Churchill)

Ashlee Brown, an employee of Churchill County Nevada, being duly sworn, says: That on the 16th day of March 2023 AD, she posted a notice, of which the above is a copy, at Churchill County Administration 155 N. Taylor, Fallon, NV; City of Fallon 55 W. Williams; Churchill County Library 553 S. Maine Street Fallon, NV; Churchill County Website www.churchillcounty.org and the Nevada State Website <https://notice.nv.gov/>.



State of Nevada)
 : ss
County of Churchill)

On the 16th day of March 2023 before a Notary Public, personally appeared Ashlee Brown known to me to be the person described in and who executed the foregoing instrument. In witness whereof, I have hereunto set my hand and affixed by official seal this 16th day of March 2023.



Endnotes:

Disclosures:

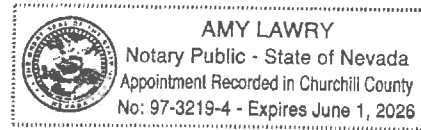
Churchill County is an equal opportunity provider and employer.

Accommodations:

Churchill County Library will make all reasonable efforts to assist and accommodate physically handicapped person desiring to attend. Persons who are disabled and require special assistance may contact the Churchill County Library Director, in writing at 553 S. Maine St., Fallon, Nevada 89406, or by calling (775) 423-7581 or the TDD Nevada relay number 711.

Procedures:

- The public meetings may be conducted according to rules of parliamentary procedure.
- Persons providing public comment will be asked to state their name for the record.
- The Library Board of Trustees reserves the right to restrict participation by persons in the public meeting where the conduct of such persons is willfully disruptive to the people’s business.
- All supporting materials for this agenda are available by requesting a copy from the Library Director at 775-423-7581 prior to the meeting. During the meeting, there will be one copy available for public inspection. Additional copies are available by making the request from the Library Director. You are entitled to one copy of the supporting materials free of charge.
- In accordance with Federal law and U.S. Department of Agriculture policy, Churchill County is prohibited from discrimination on the basis of race, color, national origin, sex, age, or disability, (not all prohibited bases apply to all programs). To file a complaint of discrimination, write USDA, Director, Office of Equal Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (
- (800)795-3972 (voice) or (202)720-6382 (TDD).



March 2, 2023

The Churchill County Library Board of Trustees held a public meeting on Thursday March 2, 2023, at the Churchill County Administration Building, Room 102, 155 N. Taylor Street, Fallon, NV. The meeting was scheduled to begin at 3:00pm.

REGULAR AGENDA ITEMS

1. Call to Order: Kelli Kelly @ 3pm

2. Pledge of Allegiance

3. Public Comment? None

4. Roll Call of Members:

Present were: Trustees Kelli Kelly, Bill Williams, Jo Petteruti, David Brakebill, and Ashlee McGarity; Library Director Carol Lloyd; Deputy District Attorney Jeff Weed; County Commissioner Bus Scharmann; Churchill County HR Director Geof Stark

5. Verification of the posting of the agenda: Verified by Library Director Carol Lloyd

6. Consideration and possible action – Approval of agenda: Revision: none

A motion was made to approve the agenda as presented by David Brakebill, seconded by Jo Petteruti. All in favor.

7. Consideration and possible action – Approval of minutes: Revision: none

A motion was made to adopt the minutes from the January 23, 2023 meeting as submitted by Dave Brakebill, seconded by Bill Williams. All in favor.

8. Board of Trustees Report

Jo Petteruti reported that she attended the Library Volunteer Appreciation Reception (held 2/2/23) and it was a lovely event. She also reported that she read *On the Trail of the Jackalope* in preparation for the meet-the-author event with Michael Branch (scheduled for 2/25/23 but was postponed) and found it very interesting. Additionally, she signed up for the Library Link of the Day and noted that the articles shared about book bans etc are very concerning, but she's grateful that our community seems to be much more supportive of the library than other communities are of theirs.

Kelli Kelly shared that she also signed up to receive the Library Link of the Day but remembers why she unsubscribed previously. It tends to have a negative effect on her mental health to see so many negative reports on things happening in the library world. Kelli also attended the Library Volunteer Appreciation Reception noting that all of the volunteers should be commended on their contributions of time, talents, and treasures. She will be joining Director Carol Lloyd for Library Advocacy Day at the Nevada Legislature on March 9, 2023.

Kelli Kelly gave a special welcome to Commissioner Bus Scharmann for joining the board meeting for the first time as commissioner.

OLD BUSINESS – Moved ahead in the agenda to provide a timely opportunity for HR Director Geof Stark opportunity to provide information for item 1.

1. Consideration and for possible action re: Discussion and possible action to items related to the Library Director recruitment.

Geof Stark and Carol Lloyd provided the following information to the Board concerning Director recruitment:

- A special meeting is scheduled for March 13, 2023 for interviews and possible action for the Library Director position.
- There are four candidates (of ~26 applications received) being put forward for interviews with the Board. All four candidates are qualified and have accepted the invitation to the Special Meeting being held March 13, 2023.
 - The candidates will begin March 13th with a 9am tour of the library with Carol Lloyd.
 - The special meeting will start at 10am and will open with Deputy DA Jeff Weed presenting legal information and expectations for the interview process.
 - The first interview will begin at 10:30am, the meeting is expected to finish around 4:30pm, and a lunch break is expected around 1pm.
 - Interview questions will be predetermined by Geof Stark and Carol Lloyd to assure employment law compliance and the questions will be assigned to trustees to ask during the interviews. Appropriate follow-up questions will be allowed. The candidates will not be provided these questions before the interview.
 - Trustees will be provided interview packets that will include the day's schedule, interview questions, the Library Director job description, candidate information, note paper, scoring sheets, etc. Trustees will not need to bring anything but a pen to the special meeting.
 - Any notes made during the interviews will be kept as part of the recruitment files and are subject to open meeting laws. Geof made clear that any written notes made by trustees should be factual and not opinion based.
 - Each candidate will be rated after their interview and before the next interview.
 - The agenda for the special meeting will be available on March 7, 2023 and will include candidate details with personal information (contact information, etc.) redacted to protect privacy.
- Trustee David Brakebill commented that there was previous discussion about interviewing candidates in more of a 1-on-1 setting. Carol responded that it wasn't necessary with so few candidates. Geof added that there were some concerns with using that scenario to skirt open meeting laws, or at least the spirit of open meeting laws. Deputy DA also added that threading the open meeting needle can be dangerous.

Regular Agenda Items Resumed

9. Library Directors Report

- Library Park Pass Exhibit – Churchill County Museum – February-May
 - This program does not have a set end date and Director Carol expects it to be available permanently.
 - Two passes are available in the library for 2-week checkout, this program is getting lots of love and positive feedback for NV State.
- UPDATE: This event has been rescheduled to May 20, 2023 due to poor weather. February 25, 2023 (Saturday) – Author Michael Branch, *On the Trail of the Jackalope: How a Legend Captured the World's Imagination and Helped Us Cure Cancer*, 5pm-7pm, CAC/Nevada Humanities
- Statistics – David Brakebill pointed out the big increase in circulation numbers. Director Carol noted that library space is tight and she has to be very careful with collection management due to the constraints of space availability.
- ILS – The new ILS migration from Polaris to ByWater is underway and is expected to launch June 26 2023.
- Summer Reading Program (SRP) – Kickoff is scheduled for June 6, 2023 and will include a carnival just like 2022. This event is being headed by Becky Taylor, Carol Lloyd, and new Children's Librarian J.
- There will be another children's story time added to the schedule starting in April. Current story times are Wednesday and Thursday at 11am. The additional story time will be Thursdays at 10am.
- New Children's Librarian J is adjusting the kids area as she sees the need. She seems to be settling in well.
- IP addresses have been sold by the state and the NV library co-op is in the decision making part of the process for those funds.

Next Board Meeting

- Special meeting is scheduled for Monday, March 13, 2023 at 10am at the Churchill County Administration Building 155 N. Taylor Street, Room 102 related to the Director selection.
- The next board meeting will be held Thursday March 23, 2023 at 3pm in the Churchill County Administration Building 155 N. Taylor Street, Commission Chambers.

NEW BUSINESS

1. Consideration and possible action – Action to approve monthly budget report for January 2023.

A motion was made to approve the monthly budget report for January 2023 as presented by Dave Brakebill, seconded by Jo Petteruti. All in favor.

2. Consideration and possible action – Action to approve the Library Gift Fund.

A motion was made to approve the Library Gift Fund as presented by David Brakebill, seconded by Bill Williams. All in favor.

3. Consideration and possible action – Action to approve closing the physical library Saturday June 24, 2023 for migration to new Integrated Library System – Polaris to ByWater.

ByWater recommended that the library be closed, including the website, for 2 days to allow for smoother migration to their ILS. Electing for the migration to happen over a Saturday and Sunday will allow for as little interruption to operations as possible.

A motion was made to approve closing the library Saturday June 24, 2023, and for the website to be offline June 24 and 25, 2023 for migration to the new Integrated Library System by Jo Petteruti, seconded by Bill Williams. All in favor.

Public Comment – None

Adjournment: Kelli Kelly, 3:55pm

Respectfully submitted,

Ashlee McGarity
March 2, 2023

March 13, 2023

The Churchill County Library Board of Trustees held a special public meeting on Monday March 13, 2023, at the Churchill County Administration Building, Room 102, 155 N. Taylor Street, Fallon, NV. The meeting was scheduled to begin at 10:10am.

REGULAR AGENDA ITEMS

- 1. Call to Order:** Kelli Kelly @ 10:10am
- 2. Pledge of Allegiance**
- 3. Public Comment?** None
- 4. Roll Call of Members:**

Present were: Trustees Kelli Kelly, Jo Petteruti, David Brakebill, and Ashlee McGarity; Deputy District Attorney Jeff Weed; Chief Deputy District Attorney Joe Sanford; Churchill County HR Director Geof Stark. Absent was Bill Williams.

- 5. Verification of the posting of the agenda:** Verified by Churchill County HR Director Geof Stark

OLD BUSINESS

- 1. Consideration and for possible action re:** Discussion and possible action to items related to the Library Director recruitment including overview of the interview process, interview of candidates, possible selection of Director, and/or next steps.

The board interviewed four candidates for the Library Directory position. A discussion followed. Kelli Kelly made a motion to direct Geof Stark to offer the position to C.L. Quillen. David Brakebill seconded. All in favor. Ashlee McGarity made a motion to direct Geof Stark to offer the position to Wendy Moulton in the event C.L. Quillen did not accept the offer. Dave Brakebill seconded. All in favor.

Public Comment – None

Adjournment: Kelli Kelly, 5:24pm

Respectfully submitted,

Carol Lloyd
March 15, 2023

STATISTICS

February

	February 2023	February 2022	January 2023
Circulation	10458	9,843	11085
Patron Visits	6641	5,400	7095
Daily Average (Patrons)	289	234	296
Programs	50	52	67
Program Attendance	521	693	703

Programs:

Program count is library YouTube views of storytimes, database tutorials, informational videos (new book, etc)

Grab and Go	0
Volunteers	13
Volunteer Hours	111
Meeting Room	18
Tests Proctored	0
Books given out in comm	0



Churchill County, NV

Detail vs Budget Report

Account Detail

Date Range: 02/01/2023 - 02/28/2023

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240 - PUBLIC LIBRARY							
Category: 400 - DIRECT SALARY EXPENSE							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
<u>240-551-40100</u>	SALARIES-DEPT HEAD	113,492.00	62,485.78	8,638.40	71,124.18	42,367.82	37.33 %
Post Date	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
02/10/2023	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			4,319.20	
02/24/2023	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			4,319.20	
<u>240-551-40200</u>	OTHER SAL & WAGES-REG	260,144.00	141,645.93	20,070.40	161,716.33	98,427.67	37.84 %
Post Date	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
02/10/2023	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			10,805.60	
02/24/2023	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			9,264.80	
<u>240-551-40250</u>	SAL & WAGES - PART-TIME	12,182.00	8,564.39	1,098.90	9,663.29	2,518.71	20.68 %
Post Date	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
02/10/2023	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			466.20	
02/24/2023	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			632.70	
<u>240-551-40270</u>	PART-TIME PERS SAL & WAGE	24,984.00	13,930.98	1,866.00	15,796.98	9,187.02	36.77 %
Post Date	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
02/10/2023	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			933.00	
02/24/2023	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			933.00	
070 - CULTURE AND RECREATION Totals:			410,802.00		258,300.78	152,501.22	37.12 %
551 - PUBLIC LIBRARY Totals:			410,802.00		258,300.78	152,501.22	37.12 %
400 - DIRECT SALARY EXPENSE Totals:			410,802.00		258,300.78	152,501.22	37.12 %
Category: 450 - EMPLOYEE BENEFITS							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
<u>240-551-45100</u>	RETIREMENT	118,589.00	64,873.75	9,096.03	73,969.78	44,619.22	37.63 %
Post Date	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
02/10/2023	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			4,777.21	
02/24/2023	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			4,318.82	

Detail vs Budget Report

Date Range: 02/01/2023 - 02/28/2023

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<u>240-551-45150</u>	SOCIAL SECURITY	756.00	531.01	68.14	599.15	156.85	20.75 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
02/10/2023	PYPKT01358	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			28.91
02/24/2023	PYPKT01364	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			39.23
<u>240-551-45200</u>	PACT (INDUSTRIAL INS)	10,858.00	3,167.57	1,822.26	4,989.83	5,868.17	54.04 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
02/10/2023	PYPKT01358	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			1,156.70
02/24/2023	PYPKT01364	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			665.56
<u>240-551-45400</u>	GROUP INSURANCE	56,589.00	28,782.08	4,202.94	32,985.02	23,603.98	41.71 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
02/24/2023	PYPKT01364	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			4,202.94
<u>240-551-45444</u>	HSA HEALTH SAVINGS	1,992.00	996.00	166.00	1,162.00	830.00	41.67 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
02/10/2023	PYPKT01358	PYPKT01358 - 01/23/2023...		PYPKT01358 - 01/23/2023-02/05/2023 (02/...			166.00
02/24/2023	PYPKT01364	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			373.56
02/24/2023	PYPKT01364	PYPKT01364 - 02/06/2023...		PYPKT01364 - 02/06/2023-02/19/2023 (02/...			211.53
<u>240-551-45700</u>	COMPENSATED ABSENCES	4,108.00	0.00	0.00	0.00	4,108.00	100.00 %
070 - CULTURE AND RECREATION Totals:							
		198,849.00	101,490.09	15,940.46	117,430.55	81,418.45	40.94 %
551 - PUBLIC LIBRARY Totals:							
		198,849.00	101,490.09	15,940.46	117,430.55	81,418.45	40.94 %
450 - EMPLOYEE BENEFITS Totals:							
		198,849.00	101,490.09	15,940.46	117,430.55	81,418.45	40.94 %
Category: 500 - SERVICES & SUPPLIES							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
<u>240-551-50400</u>	AV/eBOOKS/eAUDIO	25,000.00	18,988.82	494.01	19,482.83	5,517.17	22.07 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
02/03/2023	APPKT01173	503252348	135238	(1) DVD ARMAGEDDON TIME W/S	18029 - MIDWEST TAPE		74.97
02/17/2023	APPKT01188	503282600	135447	(1)DVD SCIENCE KIDS: ROBOTS & ARTIFICIAL ...	18029 - MIDWEST TAPE		134.95
02/24/2023	APPKT01190	503315100	135542	(1)DVD STRANGE WORLD W/S	18029 - MIDWEST TAPE		65.22
02/24/2023	APPKT01190	L4226684 01/31/23	135509	203723134 DESERT STAR	1718 - BAKER & TAYLOR		106.59
02/24/2023	APPKT01190	L4226684 01/31/23	135509	2037251409 SPARE	1718 - BAKER & TAYLOR		85.63
02/24/2023	APPKT01190	L4226684 01/31/23	135509	2037187771 HUNTING TIME	1718 - BAKER & TAYLOR		26.65

Detail vs Budget Report

Date Range: 02/01/2023 - 02/28/2023

Account	Post Date	Packet Number	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<u>240-551-50900</u>			BOOKS AND PERIODICALS	30,000.00	16,596.03	2,297.54	18,893.57	11,106.43	37.02 %
			Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037244074 BASE CAMP RENO 101 HIKES F...	1718 - BAKER & TAYLOR			391.16
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037269997 LOVE PAMELA	1718 - BAKER & TAYLOR			331.74
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037253164 JANUARY 6TH REPORT THE RE...	1718 - BAKER & TAYLOR			158.30
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037286171 NOT THE PLAN	1718 - BAKER & TAYLOR			808.10
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037275566 VAMPIRE WEEKEND	1718 - BAKER & TAYLOR			177.37
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037249016 HUNTING BIG WOODS BUCKS S...	1718 - BAKER & TAYLOR			209.79
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037227128 SIMPLY KOREAN EASY RECIPES	1718 - BAKER & TAYLOR			48.58
	02/24/2023	APPKT01190	L1061534 01/31/23	135509	2037233348 DARK OF NIGHT	1718 - BAKER & TAYLOR			71.08
	02/24/2023	APPKT01190	L4226314 01/31/23	135509	2037258291 THYME OF DEATH A CHINA BAY...	1718 - BAKER & TAYLOR			4.84
	02/24/2023	APPKT01190	L4226314 01/31/23	135509	2037283836 CURLED UP WITH AN EARL	1718 - BAKER & TAYLOR			27.22
	02/24/2023	APPKT01190	L4226314 01/31/23	135509	2037238835 MAIL ORDER COWBOY	1718 - BAKER & TAYLOR			10.89
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Atlas Arizona	14779 - WELLS FARGO COMMERCIAL CARD			23.14
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Nevada Atlas	14779 - WELLS FARGO COMMERCIAL CARD			20.48
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Cabin at the End of the Train	14779 - WELLS FARGO COMMERCIAL CARD			14.85
<u>240-551-50910</u>			BOOKS/PERIODICALS-CHILD	10,000.00	3,961.08	621.90	4,582.98	5,417.02	54.17 %
			Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
	02/24/2023	APPKT01190	L1064504 01/31/23	135509	2037236272 HAPPY AGAIN	1718 - BAKER & TAYLOR			94.09
	02/24/2023	APPKT01190	L1064504 01/31/23	135509	2037271568 CARTOGRAPHERS	1718 - BAKER & TAYLOR			151.75
	02/24/2023	APPKT01190	L1064504 01/31/23	135509	2037258086 THIS LITTLE KITTY	1718 - BAKER & TAYLOR			161.68
	02/24/2023	APPKT01190	L1064504 01/31/23	135509	2037243482 IN EVERY GENERATION	1718 - BAKER & TAYLOR			82.38
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Not so different Jaguars & butterflies	14779 - WELLS FARGO COMMERCIAL CARD			27.37
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-(2)Assorted books in Spanish	14779 - WELLS FARGO COMMERCIAL CARD			29.98
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-(5)Assorted books in Spanish	14779 - WELLS FARGO COMMERCIAL CARD			74.65
<u>240-551-51630</u>			NEVADA LIBRARY CoOp	29,090.00	12,863.74	0.00	12,863.74	16,226.26	55.78 %
<u>240-551-51640</u>			COLLECTION DEVELOPMENT	0.00	5,149.00	0.00	5,149.00	-5,149.00	0.00 %
<u>240-551-52400</u>			CONTRACTED SERVICES	13,000.00	10,078.29	49.90	10,128.19	2,871.81	22.09 %
			Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
	02/24/2023	APPKT01190	750501-001 01/31/23	135516	01/01/23-01/31/23. LIBRARY	4000 - CC COMMUNICATIONS			49.90
<u>240-551-52403</u>			PLAT FORM FEE	2,000.00	1,000.00	0.00	1,000.00	1,000.00	50.00 %
<u>240-551-52520</u>			CONTRACT SERVICE/PROGRAM	1,200.00	750.00	0.00	750.00	450.00	37.50 %

Detail vs Budget Report

Date Range: 02/01/2023 - 02/28/2023

Account	Post Date	Packet Number	Source Transaction	Pmt Number	Description	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
MEMBERSHIPS											
240-551-55400						700.00	150.00	0.00	150.00	550.00	78.57 %
COPIER MAINTENANCE/USAGE											
240-551-55720						1,300.00	742.58	0.00	742.58	557.42	42.88 %
OPERATING SUPPLIES											
240-551-55800						9,000.00	4,240.18	565.98	4,806.16	4,193.84	46.60 %
	02/03/2023	APPKT01173	6163244 012123	135177	WATER (33148666163244), 01/19/23				Project Account		Amount
	02/03/2023	APPKT01173	AR302474	135248	OVERAGE 12/22/22-01/21/23 - COPIER #7297 287 - OFFICE PRODUCTS, INC.						37.97
	02/03/2023	APPKT01173	AR302474	135248	BASE RATE 01/22/23-02/21/23 - COPIER #72... 287 - OFFICE PRODUCTS, INC.						88.81
	02/24/2023	APPKT01190	8069185165	135566	(1) BROTHER TN880 HI-YEILD BLACK						36.99
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-(3)Stools						93.04
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Spine Labels, 1 roll						113.97
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Monthly Prime Membership thru 02/...						28.44
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Soldering Iron						14.99
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Stationery						20.99
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Letters						64.50
	02/28/2023	APPKT01198	ENDING 01/31/23	469	*4421-Business Cards						18.94
											47.34
MARKETING											
240-551-58400						900.00	864.00	0.00	864.00	36.00	4.00 %
LSTA FED GRANT EXP											
240-551-58080						0.00	10,000.00	0.00	10,000.00	-10,000.00	0.00 %
TELEPHONE											
240-551-58400						3,700.00	1,940.63	315.82	2,256.45	1,443.55	39.01 %
	02/24/2023	APPKT01190	750501-001 01/31/23	135516	01/01/23-01/31/23. LIBRARY				Project Account		Amount
											315.82
TRAVEL AND SUBSISTANCE											
240-551-58600						3,000.00	320.81	170.30	491.11	2,508.89	83.63 %
	02/24/2023	APPKT01190	02/09/23-02/10/23 TRAV...	135536	(260) MILES - COOP MEETING - CARSON CITY				Project Account		Amount
											170.30
TRAINING											
240-551-58700						800.00	0.00	0.00	0.00	800.00	100.00 %
UTILITIES-ELEC/WTR/SEWER											
240-551-59200						20,000.00	10,781.06	1,520.24	12,301.30	7,698.70	38.49 %
	02/24/2023	APPKT01190	8.1750.00 02/10/23	135520	553 SOUTH MAINE STREET				Project Account		Amount
	02/24/2023	APPKT01190	8.1800.12 02/10/23	135520	507-A SOUTH MAINE STREET						1,276.23
	02/24/2023	APPKT01190	8.1801.05 02/10/23	135520	507-B SOUTH MAINE STREET						131.22
											112.79

Detail vs Budget Report

Date Range: 02/01/2023 - 02/28/2023

Account: 240-551-59400 Name: UTILITIES-GAS
 Fiscal Budget: 3,300.00 Beginning Balance: 2,754.68 Total Activity: 0.00 Ending Balance: 2,754.68 Budget Remaining: 545.32 % Remaining: 16.52 %

240-551-59750 Name: COMPUTERS & PRINTERS
 Fiscal Budget: 4,000.00 Beginning Balance: 20,437.07 Total Activity: 0.00 Ending Balance: 20,437.07 Budget Remaining: -16,437.07 % Remaining: -410.93 %

240-551-59760 Name: COMPUTER SOFTWARE
 Fiscal Budget: 465.00 Beginning Balance: 414.72 Total Activity: 0.00 Ending Balance: 414.72 Budget Remaining: 50.28 % Remaining: 10.81 %

070 - CULTURE AND RECREATION Totals:
 551 - PUBLIC LIBRARY Totals: 157,455.00 122,032.69 6,035.69 128,068.38 29,386.62 18.66 %
 500 - SERVICES & SUPPLIES Totals: 157,455.00 122,032.69 6,035.69 128,068.38 29,386.62 18.66 %
 240 - PUBLIC LIBRARY Totals: 767,106.00 450,149.86 53,649.85 503,799.71 263,306.29 34.32 %

320 - LIBRARY GIFT FUND
 Category: 500 - SERVICES & SUPPLIES
 Department: 691 - LIBRARY GIFTS & DONATION
 Function: 070 - CULTURE AND RECREATION

320-691-55800 Name: OPERATING SUPPLIES
 Fiscal Budget: 15,000.00 Beginning Balance: 0.00 Total Activity: 0.00 Ending Balance: 0.00 Budget Remaining: 15,000.00 % Remaining: 100.00 %
320-691-59915 Name: F. N. MORGAN TRUST EXP.
 Fiscal Budget: 25,000.00 Beginning Balance: 0.00 Total Activity: 0.00 Ending Balance: 0.00 Budget Remaining: 25,000.00 % Remaining: 100.00 %

070 - CULTURE AND RECREATION Totals:
 691 - LIBRARY GIFTS & DONATION Totals: 40,000.00 0.00 0.00 0.00 40,000.00 100.00 %
 500 - SERVICES & SUPPLIES Totals: 40,000.00 0.00 0.00 0.00 40,000.00 100.00 %
 320 - LIBRARY GIFT FUND Totals: 40,000.00 0.00 0.00 0.00 40,000.00 100.00 %

Report Total: 807,106.00 450,149.86 53,649.85 503,799.71 303,306.29 37.58 %

Account Summary

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240 - PUBLIC LIBRARY							
Category: 400 - DIRECT SALARY EXPENSE							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
240-551-40100	SALARIES-DEPT HEAD	113,492.00	62,485.78	8,638.40	71,124.18	42,367.82	37.33 %
240-551-40200	OTHER SAL & WAGES-REG	260,144.00	141,645.93	20,070.40	161,716.33	98,427.67	37.84 %
240-551-40250	SAL & WAGES - PART-TIME	12,182.00	8,564.39	1,098.90	9,663.29	2,518.71	20.68 %
240-551-40270	PART-TIME PERS SAL & WAGE	24,984.00	13,930.98	1,866.00	15,796.98	9,187.02	36.77 %
070 - CULTURE AND RECREATION Totals:		410,802.00	226,627.08	31,673.70	258,300.78	152,501.22	37.12 %
551 - PUBLIC LIBRARY Totals:		410,802.00	226,627.08	31,673.70	258,300.78	152,501.22	37.12 %
400 - DIRECT SALARY EXPENSE Totals:		410,802.00	226,627.08	31,673.70	258,300.78	152,501.22	37.12 %
Category: 450 - EMPLOYEE BENEFITS							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
240-551-45100	RETIREMENT	118,589.00	64,873.75	9,096.03	73,969.78	44,619.22	37.63 %
240-551-45150	SOCIAL SECURITY	756.00	531.01	68.14	599.15	156.85	20.75 %
240-551-45200	PACT (INDUSTRIAL INS)	10,858.00	3,167.57	1,822.26	4,989.83	5,868.17	54.04 %
240-551-45400	GROUP INSURANCE	56,589.00	28,782.08	4,202.94	32,985.02	23,603.98	41.71 %
240-551-45444	HSA HEALTH SAVINGS	1,992.00	996.00	166.00	1,162.00	830.00	41.67 %
240-551-45500	MEDICARE	5,957.00	3,139.68	585.09	3,724.77	2,232.23	37.47 %
240-551-45700	COMPENSATED ABSENCES	4,108.00	0.00	0.00	0.00	4,108.00	100.00 %
070 - CULTURE AND RECREATION Totals:		198,849.00	101,490.09	15,940.46	117,430.55	81,418.45	40.94 %
551 - PUBLIC LIBRARY Totals:		198,849.00	101,490.09	15,940.46	117,430.55	81,418.45	40.94 %
450 - EMPLOYEE BENEFITS Totals:		198,849.00	101,490.09	15,940.46	117,430.55	81,418.45	40.94 %
Category: 500 - SERVICES & SUPPLIES							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
240-551-50400	AV/eBOOKS/eAUDIO	25,000.00	18,988.82	494.01	19,482.83	5,517.17	22.07 %
240-551-50900	BOOKS AND PERIODICALS	30,000.00	16,596.03	2,297.54	18,893.57	11,106.43	37.02 %
240-551-50910	BOOKS/PERIODICALS-CHILD	10,000.00	3,961.08	621.90	4,582.98	5,417.02	54.17 %
240-551-51630	NEVADA LIBRARY CoOp	29,090.00	12,863.74	0.00	12,863.74	16,226.26	55.78 %
240-551-51640	COLLECTION DEVELOPMENT	0.00	5,149.00	0.00	5,149.00	-5,149.00	0.00 %
240-551-52400	CONTRACTED SERVICES	13,000.00	10,078.29	49.90	10,128.19	2,871.81	22.09 %
240-551-52403	PLAT FORM FEE	2,000.00	1,000.00	0.00	1,000.00	1,000.00	50.00 %
240-551-52520	CONTRACT SERVICE/PROGRAM	1,200.00	750.00	0.00	750.00	450.00	37.50 %
240-551-55400	MEMBERSHIPS	700.00	150.00	0.00	150.00	550.00	78.57 %
240-551-55720	COPIER MAINTENANCE/USAGE	1,300.00	742.58	0.00	742.58	557.42	42.88 %
240-551-55800	OPERATING SUPPLIES	9,000.00	4,240.18	565.98	4,806.16	4,193.84	46.60 %
240-551-55840	MARKETING	900.00	864.00	0.00	864.00	36.00	4.00 %
240-551-58080	LSTA FED GRANT EXP	0.00	10,000.00	0.00	10,000.00	-10,000.00	0.00 %

Detail vs Budget Report

Date Range: 02/01/2023 - 02/28/2023

Account Summary

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<u>240-551-58400</u>	TELEPHONE	3,700.00	1,940.63	315.82	2,256.45	1,443.55	39.01 %
<u>240-551-58600</u>	TRAVEL AND SUBSISTANCE	3,000.00	320.81	170.30	491.11	2,508.89	83.63 %
<u>240-551-58700</u>	TRAINING	800.00	0.00	0.00	0.00	800.00	100.00 %
<u>240-551-59200</u>	UTILITIES-ELEC/WTR/SEWER	20,000.00	10,781.06	1,520.24	12,301.30	7,698.70	38.49 %
<u>240-551-59400</u>	UTILITIES-GAS	3,300.00	2,754.68	0.00	2,754.68	545.32	16.52 %
<u>240-551-59750</u>	COMPUTERS & PRINTERS	4,000.00	20,437.07	0.00	20,437.07	-16,437.07	-410.93 %
<u>240-551-59760</u>	COMPUTER SOFTWARE	465.00	414.72	0.00	414.72	50.28	10.81 %
	070 - CULTURE AND RECREATION Totals:	157,455.00	122,032.69	6,035.69	128,068.38	29,386.62	18.66 %
	551 - PUBLIC LIBRARY Totals:	157,455.00	122,032.69	6,035.69	128,068.38	29,386.62	18.66 %
	500 - SERVICES & SUPPLIES Totals:	157,455.00	122,032.69	6,035.69	128,068.38	29,386.62	18.66 %
	240 - PUBLIC LIBRARY Totals:	767,106.00	450,149.86	53,649.85	503,799.71	263,306.29	34.32 %
	320 - LIBRARY GIFT FUND						
	Category: 500 - SERVICES & SUPPLIES						
	Department: 691 - LIBRARY GIFTS & DONATION						
	Function: 070 - CULTURE AND RECREATION						
<u>320-691-55800</u>	OPERATING SUPPLIES	15,000.00	0.00	0.00	0.00	15,000.00	100.00 %
<u>320-691-59915</u>	F. N. MORGAN TRUST EXP.	25,000.00	0.00	0.00	0.00	25,000.00	100.00 %
	070 - CULTURE AND RECREATION Totals:	40,000.00	0.00	0.00	0.00	40,000.00	100.00 %
	691 - LIBRARY GIFTS & DONATION Totals:	40,000.00	0.00	0.00	0.00	40,000.00	100.00 %
	500 - SERVICES & SUPPLIES Totals:	40,000.00	0.00	0.00	0.00	40,000.00	100.00 %
	320 - LIBRARY GIFT FUND Totals:	40,000.00	0.00	0.00	0.00	40,000.00	100.00 %
	Report Total:	807,106.00	450,149.86	53,649.85	503,799.71	303,306.29	37.58 %

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240 - PUBLIC LIBRARY	767,106.00	450,149.86	53,649.85	503,799.71	263,306.29	34.32 %
320 - LIBRARY GIFT FUND	40,000.00	0.00	0.00	0.00	40,000.00	100.00 %
Report Total:	807,106.00	450,149.86	53,649.85	503,799.71	303,306.29	37.58 %

