

AGENDA
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday February 1, 2022 – 5:00 PM

Members: Rebecca Lim, Chairperson Sara Keehfuss, Treasurer
 Gwenn Snow, Vice-Chairperson Frank Wagener-Secretary/Clerk
 Sara Sweeney, Member

SPECIAL NOTE: Below is the agenda items scheduled to be considered. All items are approximate except for bid openings, public hearings, and any other items agendized at a specific time. Items on the agenda without a time designation may be taken out of order. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Action may be taken on those items denoted (FOR POSSIBLE ACTION)

ITEM#/SUBJECT

1. Call meeting to order – For Action
2. GENERAL PUBLIC COMMENT – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on an agenda as an action item.
3. Approval of Agenda – For action
4. Reading, correction, and approval of minutes for January 4, 2022 - For Action
5. OPEN DISCUSSION – (This item is for discussion only. No action will be taken at this time. There may be a time limit placed on this discussion if necessary.)
6. INFORMATIONAL ITEMS
 - a. SVLD Tax rate for FY 2023
7. DISTRICT MONTHLY REPORTS- For action
 - a. SVLD -
 - b. Children’s Wing report -
8. OLD BUSINESS - For action
 - a. Discussion and possible decision concerning update on the Manhattan Roof Project
9. NEW BUSINESS – For action
 - a. Discussion and possible decision concerning Dan McArthur Auditor explaining the audit for Fiscal Year 2020-2021
 - b. Update authorization letter to reflect new board member – Authorization to prepay SVLD Bill’s under specific circumstances
10. CORRESPONDENCE – For action
 - a.
11. FINANCE – For action
 - a. Approve and sign expenditures for February 1, 2022.
 - b. Cash flow

c. 2nd Quarter Report

12. GENERAL PUBLIC COMMENT – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on an agenda as an action item.

13. SET DATE AND TIME FOR NEXT MEETING

14. ADJOURN – For Possible Action

Supporting information for this agenda can be obtained from Andrea Madziarek at the Round Mountain Public Library at 775-377-2215 or andream@svld.net

All agendas are posted at the following locations:

Round Mountain Post Office	Round Mountain Public Library	Manhattan Public Library
83 Hadley Circle	73 Hadley Circle	7 Mineral Street
Round Mountain, NV 89045	Round Mountain, NV 89045	Manhattan, NV 89022

Also, can be found on the Department of Administration website <https://notice.nv.gov>
County – Nye County - Smoky Valley Library Board and on the Smoky Valley Library District website www.svld.net

Any member of the public who is disabled and requires accommodations or assistance at this meeting is requested to notify the Round Mountain Public Library in writing or call (775) 377-2215.

MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday January 4, 2022– 5:00 PM

Members present: Rebecca Lim, Chairperson Frank Wagener, Secretary/Clerk
Sara Keehfuss, Treasurer Sara Sweeney - Member

Members absent: Gwenn Snow, Vice-Chairperson

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Dept. Head, SVLD Children's Wing

These minutes are a draft, subject to revision and/or approval by Board of Trustees at their next regularly scheduled meeting.

ITEM#/SUBJECT

1. This meeting was called to order at 5:00 PM by Becky Lim.
2. General Public Comment: - Everyone welcomed Sara Sweeney to the board.
3. Approval agenda – Sara K made a motion to accept the agenda with adding New Business item a. Voting to add Frank Wagener as the Secretary/Clerk for SVLD Library Board. Frank seconded. All voted in favor. Motion passed.
4. Reading, correction, and approval of minutes. Frank made a motion to accept minutes for December 7, 2021, as written. Sara K. Seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
 - a.
6. OPEN DISCUSSION – Sara K. said thank you to the library for letting them host the Santa Secret workshop for PTO int the library. She reported it was a success.
7. DISTRICT REPORTS– For action
 - a. SVLD District report – Jeanne presented the report to the board. Jeanne went over the report for Sara S.
 - b. Children's Wing report – Amy reported the numbers for the reading programs, AR testing and program numbers. She reported that the next display will be on minerals. Jeanne is bringing in her rocks to display to go along with the display.
8. OLD BUSINESS– For action
 - a. Manhattan Roof Project – Jeanne reported that the mandatory meeting for bids will be on February 10th at 11:30 AM in Manhattan. The bids must be back to the district by March 1, 2022. Jeanne said that we need to advertise in the Tonopah paper and asked the board if they wanted her to advertise in other papers like Reno or Las Vegas. They all agreed Tonopah would be sufficient.
9. NEW BUSINESS– For action
 - a. Secretary/Clerk position – Sara K made a motion to nominate Frank Wagener as the Secretary/Clerk for the SVLD Library board. Frank accepted the nomination. Sara S seconded. All voted in favor. Motion passed.
10. CORRESPONDENCE –

a. Nothing at this time.

11. FINANCE – For action

a. Expenditures – Sara K. made a motion to accept expenditures dated 1-4-2022. Sara S. seconded. All voted in favor. Motion passed.

b. Cash flow – Jeanne explained the cash flow chart to Sara S. Frank mentioned a few tips to Sara S. for reading the chart also.

12. General Public Comment – (second) – Jeanne told the board that the NV Grant money will be spent on EAudio this year. Andrea told the board that they changed the age for kindergarten students to enter school. They must be five before the first day of school. This will affect some of this year's students in the 4-year pre-school class. I will have a few students that mat repeat preschool if they want to.

13. Set date and time of next meeting – the next meeting was set for February 1, 2022, Round Mountain Nevada in the Round Mountain Public Library Conference Room at 5:00 PM

14. ADJOURN – Frank made a motion to adjourn at 5:52 PM.

Date approved

Frank Wagener - Secretary/Clerk

Smoky Valley Library District

www.svid.net

Round Mountain Public Library
P.O. Box 1428
Round Mountain, Nevada, 89045
(775) 377-2215
Fax (775)-377-2699

Manhattan Public Library
P.O. Box 95
Manhattan, Nevada, 89022
(775) 487-2623
Fax (775) 487-2326

January 25, 2022

Department of Taxation
1550 College Parkway
Suite 115
Carson City, Nevada 89706-7921

RE: Tax rate for FY 2022-2023

Dear Ms. Barragan,

The Smoky Valley Library District intends to levy a tax rate of .2918 for the Fiscal Year 2022-2023, the same rate as we received last year.

Sincerely,



Jeanne Bleecker
Co-Director
Smoky Valley Library District

Smoky Valley Library District

www.svld.net

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SVLD MONTHLY REPORT FOR December 2021

Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	22	11	33	12,195	275
Kids	0	103	103	14,717	643
Entertainment	23	81	104	20,425	838
eBooks	0	0	0	2,798	25
eAudio	60	0	60	2,816	78
eMagazines	0	0	0	3,941	-
Databases	0	0	56	56	485
Computer	0	0	15	15	56
GRAND TOTAL	105	195	371	56,963	2400

	RMPL	MPL	TOTAL
Visits	1,914	227	2,141
Wi-Fi	419	128	547
Meeting Room	9	0	9
Museum Visits		0	-
Patron Cards	4	2	6

Website Visits	364			Revenues:	
Volunteer Hours	6			Fax	\$ 23.00
Notaries	21			Fines	\$ 55.00
Tutoring	6			Copies	\$ 22.25
Proctoring	1			Donations	\$ 20.15
ILL	-			Misc.	\$ 146.48
AR Testing	96			GRAND TOTAL:	\$ 266.88
Reference ?	24				
Material Requests	9				

PROGRAMS:

Name	Offered	Attendance
Preschool 3-Year Old	9	19
Preschool 4-Year Old	9	39
TOTAL:	18	58

Round Mountain Public Library

Children's Wing Report

January 2022

Banners:

Total banners:

Volunteer hours: 2

Tutoring: 21

Classes offered 18 times:

Ages 0-5: 64

Ages 6-11: 247

Total: 307

Star Tests: 9

AR tests: 131

Table top: 35

Storytime offered 3 times:

Ages: 0-5 – 5

Ages: 6-11 – 2

Total: 7

STEM offered 3 times:

Ages: 0-5 – 10

Ages: 6-11 – 15

Total: 25

Spanish offered 3 times:

Ages: 6-11 – 7

Ages: 12 & older – 1

Total: 8

Crafts: 7

Virtual views: 3

We are continuing to work on our Summer Reading Program “Oceans of Possibilities” as well as the display.

I am now tutoring 2 new students in reading.

We have removed all the toys from the library due to the uptick of the virus.

Smoky Valley Library District

www.svid.net

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Nye County Finance
PO Box 3999
Tonopah, NV 89049-3999

February 1, 2022

Re: Authorization to Pre-Pay SVLD District Bills under Specific Circumstances

To Whom It May Concern:

The Smoky Valley Library District Board of Trustees authorizes Nye County Finance to pay the Smoky Valley Library Districts bills under the following circumstances. These bills will then be formally approved during the next scheduled meeting of the Library Board.

- a. All utility bills, ongoing contracts, and bills that would incur a late fee if not paid before the next scheduled board meeting.
- b. All bills in the event that the Library Board is unable to conduct regular business due to a lack of quorum or other circumstances. A notice, explaining why there was no meeting, will be included with the bills for payment.

Respectfully,

Rebecca Lim, Chairperson

Gwenn Snow, Vice-Chairperson

Sara Keehfuss, Treasurer

Frank Wagener, Secretary/Clerk

Sara Sweeney, Member

SMOKY VALLEY LIBRARY DISTRICT
 PO BOX 1428
 ROUND MOUNTAIN, NV 89045
 EXPENDITURE LISTING

APPROVED USING PRE-APPROVAL LETTER:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
CHASE	12/29/2021	Chase Dec 2021	\$2,332.87	Credit Card
FRONTIER	1/1/2022	Frontier Jan 2022	\$280.43	Phone, Fax, Int, MPL
NV ENERGY	1/5/2022	379561 Dec 2021	\$683.53	Power MPL
NV ENERGY	1/14/2022	378178 Dec 2021	\$643.72	Power RMPL
PRO ONE PROMOTIONS	1/3/2022	1186	\$1,250.00	Promotions
ROUND MTN PUBLIC UTILITIES	1/5/2022	403 Dec 2021	\$54.50	Water RMPL
AMOUNT			\$5,245.05	

NEW INVOICES:

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	1/10/2022	Amazon Feb 2022	\$4,784.70	Various
CRIMSON MULTIMEDIA	1/3/2022	007089	\$1,028.81	Video Games
DEMCO INC	1/11/2022	7063911	\$96.09	Operating Supplies
DESERT GREEN DISPOSAL	2/1/2022	3933	\$135.00	Trash Disposal
GENERAL STORE	1/10/2022	02-1072170	\$10.76	Office - Janitorial
GREAT WESTERN STATES,	1/17/2022	9969	\$1,040.20	Programs - SRP
LUMOS AND ASSOCIATES INC	1/14/2022	111513	\$610.00	Manhattan Roof Project
MICROMARKETING LLC	1/6/2022	874448	\$17.59	Adult Books
MICROMARKETING LLC	1/11/2022	874619	\$36.40	Adult Audios
MICROMARKETING LLC	1/11/2022	874866	\$46.20	Adult Audios
MICROMARKETING LLC	1/11/2022	874931	\$13.59	Kids Books
MICROMARKETING LLC	1/20/2022	875760	\$15.19	Kids Books
MICROMARKETING LLC	1/20/2022	875822	\$49.57	Kids Books
MICROMARKETING LLC	1/25/2022	875905	\$65.51	Adult Audios
MICROMARKETING LLC	1/25/2022	875995	\$38.99	Adult Audios
MICROMARKETING LLC	1/25/2022	876224	\$22.39	Adult Books
MICROMARKETING LLC	1/25/2022	876225	\$17.19	Kids Books

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
OVER DRIVE INC	1/5/2022	07818CO22004464	\$209.44	eAudios, eBooks
OVER DRIVE INC	1/18/2022	07818CO22017998	\$374.94	eAudios
PENWORTHY COMPANY	1/10/2022	0578169-IN	\$299.25	Kids Books
PENWORTHY COMPANY	1/14/2022	0578374-IN	\$466.10	Kids Books
QUILL	1/10/2022	22167996	\$99.00	Office
SMOKY VALLEY LIBRARY-	1/24/2022	SVLD PC 1-24-22	\$603.48	Petty Cash

NEW INVOICE TOTAL:	\$10,080.39
PRE-APPROVED TOTAL:	\$5,245.05
GRAND TOTAL:	\$15,325.44

Rebecca Lim, Chairperson

Gwenn Snow, Vice-Chairperson

Sara Sweeney, Member

Sara Keehfuss, Treasurer

Frank Wagener, Member

QUESTIONS REGARDING ECONOMIC CONDITIONS

- | Yes | No | Since the last filing: |
|-----------------------------|-------------------------------------|---|
| 1. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has any employer that accounts for 15 % or more of the employment in the area closed or significantly reduced operations since the previous report? If yes, please provide details on page 2. |
| 2. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has your entity experienced a cumulative increase or decrease of 10% or more in population or assessed valuation in the past two years? If yes, please provide details on page 2. |
| 3. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has there been any significant event(s) in the region which could affect your entity positively? If yes, please provide details on page 2. |
| 4. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has there been any significant event(s) in the region which could affect your entity negatively? If yes, please provide details on page 2. |
| 5. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has anything significant occurred which could affect your expected level of revenues? If yes, please provide details on page 2. |

QUESTIONS REGARDING OPERATIONS

- | | | |
|------------------------------|-------------------------------------|---|
| 6. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the ending fund balance in your general (principal operating) fund had an unexplained, unbudgeted, or unanticipated decline for the past two fiscal years? If yes, please provide details on page 2. |
| 7. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the entity entered into any new debt arrangements since the previous report? If yes, please provide details on page 2. |
| 8. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the entity borrowed money to pay for current operations? If yes, please provide details on page 2. |
| 9. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the entity made an interfund loan(s) to pay for current operations? If yes, please provide details on page 2. |
| 10. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the entity failed to pay timely any contributions to governmental agencies for the benefits of its employees, (for example, PERS, Workmen's Comp or Federal taxes)? If yes, please provide details on page 2. |
| 11. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the entity failed to make timely payments for debt service, to vendors or others? If yes, please provide details on page 2. |
| 12. <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has the entity augmented the appropriated expenses for any proprietary fund since the previous report? If yes, please provide details on page 2. |

13. Cash and cash equivalents (unaudited) as of quarter ending 12/31/2021
(Enterprise Fund(s) Only)

<u>Prior Year</u>	<u>Current Year</u>
<u>N/A</u>	<u>N/A</u>

14. General Fund Ending Balance (unaudited) as of quarter ending 12/31/2021

<u>Prior Year</u>	<u>Current Year</u>
<u>613,736</u>	<u>439,142</u>

15. Cash and cash equivalents (unaudited) as of quarter ending 12/31/2021
(General Fund Only)

<u>Prior Year</u>	<u>Current Year</u>
<u>613,736</u>	<u>439,142</u>

DETAILS OF POSITIVE RESPONSES TO QUESTIONS ON PAGE 1

1-6. _____

7.	Date	Type	Amount
	_____	_____	_____
	_____	_____	_____

8.	Date	Lender	Amount
	_____	_____	_____
	_____	_____	_____

9.	Date	From Fund	To Fund	Amount
	_____	_____	_____	_____
	_____	_____	_____	_____

10-11. _____

12.	Date	Fund	Amount
	_____	_____	_____
	_____	_____	_____

13-15. _____

PREPARED BY: Jeanne Bleecker / Co-Director SVLD
Name/Title

Signature

PERSON SIGNING CERTIFIES ALL INFORMATION PROVIDED IS TRUE & CORRECT FOR THE PERIOD INDICATED.

REVIEWED BY: Sara Keehfuss / Treasurer SVLD Trustees
Name/Title

Signature