

10. SET DATE AND TIME FOR NEXT MEETING

11. ADJOURN

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 July 5, 2023– 5:00 PM

Members present: Gwenn Snow, Vice-Chairperson Sara Sweeney – Secretary/Clerk
Sara Keehfuss, Treasurer Jamie Grimes, Member

Members absent: Rebecca Lim, Chairperson

Also present: Jeanne Bleecker, Co-Director, Smoky Valley Library District
Andrea Madziarek, Co-Director, Smoky Valley Library District
Amy Madziarek, Children’s Department Head, RMPL

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 5:04 PM by Gwenn Snow
2. General Public Comment: Sara K. wanted to mention the 4-H garden. She said the kids worked very hard on it and it looks good.
3. Approval agenda –Jamie made a motion to accept the agenda for July 5, 2023. Sara K. seconded. All voted in favor. Motion passed.
4. Reading, correction, and approval of minutes. Jamie made a motion to accept minutes for June 6, 2023. Sara K. seconded. All voted in favor. Motion passed.
5. REPORTS, INFORMATIONAL ITEMS –
 - a. Administrative reports – SVLD Stats –
 1. Jeanne reported to the board the monthly report. She also told them that we did not and will not receive net proceeds this year. She also told them that because of this she has decided to retire earlier than planned. She said that her last day will be August 25, 2023.
 2. Children's Wing report – Amy gave a report on the Summer Reading Program. Andrea mentioned how nice it was and that all the kids were excellent. Amy told them prizes were awarded in each age group for reading as well as for behavior. Amy also told the board about the Trivia closet she started. The kids win small prizes by answering questions correctly. Each question is worth 1 point or 1 small prize, they can earn up to 10 points each Friday.
 - b. SVLD Board Reports – Comments. Jeanne told the board about the workers comp audit we received. Andrea told the board that we want to have a yard type sale for all the furniture we have stored and will have stored because of the remodel in the conference room. Andrea will bring a list of items to the next board meeting for approval.
6. OLD BUSINESS– For action
7. NEW BUSINESS– For action
 - a. New Officers – Sara S nominated Sara K. as the SVLD Board Chairperson. Sara K accepted the nomination, Jamie seconded. All voted in favor. Motion passed. Sara S. nominated Gwenn Snow as the SVLD Board Vice-Chairperson. Gwenn accepted the nomination. Sara K. seconded. All voted in favor. Motion passed. Jamie nominated Sara S. as the SVLDS Board Secretary/Clerk. Sara S accepted the nomination. Sara K. seconded. All

voted in favor. Motion passed. Sara K. nominated Jamie as the SVLD Board Treasurer. Jamie accepted the nomination. Sara S. seconded. All voted in favor. Motion passed. Beck Lim is an SVLD Board member.

b. Pay Scale – Andrea told the board that we needed to update our pay scale to reflect the new minimum wage. This only affects the first 3 grades, and there is only 1 staff member that will get an increase due to the change. Sara K made a motion to accept the new pay scale effective July 1, 2023. Jamie seconded. All voted in favor. Motion passed.

8. FINANCE – For action

a. Expenditures – Sara S. made a motion to accept expenditure dated 7-5-2023. Jamie seconded. All voted in favor. Motion passed.

b. Cash Flow – Board looked over the cash flow. Jeanne said that there will still be revenues to add until the end of August.

9. General Public Comment – (second) Sara K asked about Hughes net and if we had gotten any information on the new business. Jeanne said No, but we haven't been looking for since its working well. Andrea asked Sara K. to send her some information on it and she would look at it.

10. Set date and time of next meeting – the next meeting was set for Tuesday August 1, 2023, Round Mountain, Nevada in the Round Mountain Public Library Conference Room at 5:00 PM.

11. ADJOURN – Sara S. made a motion to adjourn at 5:43 PM.

Date approved

Sara Sweeney - Secretary/Clerk

Smoky Valley Library District

www.svld.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

SVLD MONTHLY REPORT FOR JUNE 2023

Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	43	1	44	12,636	169
Kids	7	0	7	14,481	545
Entertainment	22	9	31	19,169	480
eBooks	0	0	0	2,712	17
eAudio	0	0	0	2,375	82
Databases	0	0	70	70	897
Computer	0	0	15	15	81
GRAND TOTAL	72	10	167	51,458	2,271

	RMPL	MPL	TOTAL
Visits	2,235	167	2,402
Wi-Fi	692	40	732
Meeting Room	18	-	18
Hours Open	210	100	310
Museum Visits	-	23	23
Patron Cards	10	1	11

Website Visits	788
Volunteer Hours	44
Notaries	37
Tutoring	12
Proctoring	6
ILL	1
AR Testing / STAR	2/0
Reference ?	23
Material Requests	9
Locker Usage	-

Revenues:

Fax	\$	58.00
Fines	\$	48.00
Copies	\$	112.60
Donations	\$	125.20
Misc.	\$	161.67
GRAND TOTAL:	\$	505.47

Round Mountain Public Library

Children's Wing Report

July 2023

Tabletop: 68

Chalk Art Festival: 7

Trivia Friday: 5

Prints – 62 - Library: 48, Personal: 3, Golf Course: 2, PTO: 2, 4H: 3, School: 6

AR Tests: 4

Tutoring: 14

New Patrons: 8

We moved the Teen and the Junior shelves to give the older kids a more private place to hang out.

The back-to-School display is up.

We are continuing to work on the student patron accounts.

**Jeanne Bleecker
118 Meadowlark Lane
Round Mountain, NV 89045**

August 1, 2023

Re: Retirement

Dear SVLD Board Members,

I'm writing this letter to inform you of my official retirement date, which will be August 18, 2023.

I have enjoyed my 19 years at the library serving our community and will miss coming to work every day.

I know under Andrea's direction the library will continue to be the hub of the community.

Thank you for the opportunity to serve the community.

Sincerely,



Jeanne Bleecker

Library Surplus Items for Disposal:

Item Description	Quantity	Item Description	Quantity
Pergo Flooring 17.59 sq. ft	1	Large Red rug	1
Security Mirror	1	Black desk chairs vinyl highback arms rolling	9
Small fluorescent light board	1	Popcorn stand	1
Large fluorescent light board	1	Large Igloo water jug	1
Cotton Candy Machine	1	Small igloo water jug	1
Projector Screen	1	Rolling Stools	2
VHS player	1	Shower rods	2
VHS movie projector	1	4 Drawer filing cabinet tan	1
Thermometer battery operated	1	Magazine organizers	7
Glass cake dome	1	Bulletin Board	1
Humidifier	1	Black tulle fabric	
Horse Shoe Set	6	Luau Party décor	
Mr. Coffee coffee maker	1	Dragon kite	3
Children and Adult health face masks		Wainscotting	
Trophy	1	Easter Décor	
Hanging Clips food display	1	Black mesh back computer chairs rolling	4
Trapezoid Table	2	Card Table	2
Grey rectangular conference room table	2	Metal folding tables	5
Grey half circle conference room table	2	Slat back wooden outdoor chairs	4
White top rolling table	1	Slat back wooden outdoor bench	1
Black Dorm sized refrigerator	1	John Deere Lawn tractor with accessories	1
Magazine racks	4	60 in plasma LG TV	1
Childs art easel	1	42 in. LG TV	1
Chocolate fondue fountain	1	Karaoke Machine	1
Lime Green computer desk	1		
Coat rack	1		
Childs wooden book rack	1		
White 6 cube storage shelf	1		
Childs mini table	2		
Assortment of hand puppets			
Large landscape oil painting	1		
Oil painting of Archimedes	1		
Van Gogh posters framed	2		
Casio portable piano	1		
Childrens wooden stools	4		
Wooden work table	1		
Kids blue chairs	8		
Kids aqua chairs	5		
Pamphlet rack	1		
P.A. system	1		
Floating shelf black	1		
Kids car rug	1		

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
NV ENERGY	7/5/2023	379561 June 23	\$67.94	Power MPL
NV ENERGY	7/14/2023	378178 June 23	\$404.38	Power RMPL

AMOUNT \$472.32

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
BAKER & TAYLOR INC	6/30/2023	2037637983	\$34.56	Adult Books

NEW INVOICE TOTAL: \$34.56
 PRE-APPROVED TOTAL: \$472.32
 GRAND TOTAL: \$506.88

 Sara Keehfuss, Chairperson

 Gwenn Snow, Vice-Chairperson

 Sara Sweeney, Secretary/Clerk

 Jamie Grimes, Treasurer

 Becky Lim, 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
AMAZON CAPITAL SERVICES, INC.	7/7/2023	17W6-KN9G-N6PP	\$68.62	Movies
AMAZON CAPITAL SERVICES, INC.	7/10/2023	1WQ4-1TDP-4N1R	(\$39.98)	Credit
AMAZON CAPITAL SERVICES, INC.	7/11/2023	1FDF-GP3Y-DPLX	\$29.60	Movies
AMAZON CAPITAL SERVICES, INC.	7/11/2023	1PND-1NK3-KK77	(\$139.96)	Credit
AMAZON CAPITAL SERVICES, INC.	7/12/2023	1HP3-39TP-69PR	\$68.88	Building Maint
AMAZON CAPITAL SERVICES, INC.	7/16/2023	1MTK-K94Y-JJXP	\$102.83	Movies
AMAZON CAPITAL SERVICES, INC.	7/19/2023	1D6P-41LT-41TX	\$29.52	Children's books
AMAZON CAPITAL SERVICES, INC.	7/19/2023	1NTW-7QTW-7R37	\$10.44	Building Maint
AT&T	6/28/2023	AT&T July 2023	\$57.36	Phone, Fax RMPL
NYE COUNTY PUBLIC WORKS	7/1/2023	27-0013899	\$55.00	Water MPL

AMOUNT \$242.31

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
DEMCO INC	7/19/2023	7335589	\$684.81	Operating Supplies

NEW INVOICE TOTAL: \$684.81
PRE-APPROVED TOTAL: \$242.31
GRAND TOTAL: \$927.12

 Sara Keehfuss, Chairperson

 Gwenn Snow, Vice-Chairperson

 Sara Sweeney, Secretary/Clerk

 Jamie Grimes, Treasurer

 Becky Lim, 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 6/30/2023
(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 6/30/2023

<u>Prior Year</u>	<u>Current Year</u>
<u>449,998</u>	<u>221,318</u>

15. Cash and cash equivalents (unaudited) as of quarter ending 6/30/2023
(General Fund Only)

<u>Prior Year</u>	<u>Current Year</u>
<u>449,998</u>	<u>221,318</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: Jamie Grimes / Treasurer SVLD Board _____
 Name/Title Signature