AGENDA SMOKY VALLEY LIBRARY DISTRICT BOARD OF TRUSTEES MEETING

Round Mountain Public Library Round Mountain, Nevada Wednesday August 1, 2023 – 5:00 PM

Members:

Sara Keehfuss, Chairperson

Gwenn Snow, Vice-Chairperson

Sara Sweeney, Secretary/Clerk

Jamie Grimes, Treasurer

Rebecca Lim, member

SPECIAL NOTE: Below are 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 ACTION)

ITEM#/SUBJECT

- 1. Call meeting to order –
- 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. Comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, willfully disruptive or deemed personal attacks will not be permitted.
- 3. Approval of Agenda For action
- 4. Reading, correction, and approval of minutes for July 5, 2023 For action
- 5. REPORTS, INFORMATIONAL ITEMS
 - a. Administrative Reports-

SVLD Statistic's, RMPL Children's report, correspondence:

- b. SVLD Board Reports Comments
- 6. OLD BUSINESS For action
- 7. NEW BUSINESS For action
- a. Discussion and possible decision concerning retirement letter from Jeanne Bleecker
- b. Discussion and possible decision concerning the list of items the library wants to remove from inventory and sale in our yard sale with board approval
- 8. FINANCE For action
 - a. Approve and sign expenditures dated for August 1, 2023
 - b. Cash flow
 - c. 4th Ouarter Report
- 9. 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. Comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, willfully disruptive or deemed personal attacks will not be permitted.

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
73 Hadley Circle
Round Mountain, NV 89045
Round Mountain, NV 89045
Round Mountain, NV 89045
Round Mountain, NV 89045

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

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.
- 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.
- Children's Wing report Army 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.
- 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

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

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.syld.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			Revenues:	
Volunteer Hours	44			Fax	\$ 58.00
Notaries	37			Fines	\$ 48.00
Tutoring	12			Copies	\$ 112.60
Proctoring	6			Donations	\$ 125.20
ILL	1			Misc.	\$ 161.67
AR Testing / STAR	2/0			GRAND TOTAL:	\$ 505.47
Reference?	23				
Material Requests	9				
Locker Usage	-				

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
Jeanne Bleecker

Library Surplus Items for Disposal:

Item Desciption	Quantity	Item Desciption	Quantity
Pergo Flooring 17.59 sq. ft	1	Large Read 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 filling 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:
PRE-APPROVED TOTAL:

GRAND TOTAL:

\$472.32 \$506.88

\$34.56

Sara Keehfuss, Chairperson	
Gwenn Snow, Vice-Chairperson	Jamie Grimes, Treasurer
	Becky Lim, Member
Sara Sweeney, Secretary/Clerk	

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	
	Jamie Grimes, Treasurer
Gwenn Snow, Vice-Chairperson	
	Becky Lim, Member
Sara Sweeney, Secretary/Clerk	• •

PROJECTED Cash Flow 2022-2023		(BUDGETED AMOUNTS)	SUNTS)																			
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ACTUAL CASH FLOW																						
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Beginning Balance 5	479,960	5 413,705 \$	497,808	\$ 409,401	101	\$ 457,567	2 29	381,564	40	447,784 \$	\$ 470,077	v.	407,374 \$	475,858	\$ 364	64,459 \$	312,331			-	Веша	Remaining
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QUE	STIONS RE	GARDI	NG ECONOMIC CONDITI		REPARED:	8/1/2023
	Yes	No	Since the last filing:			
1.		Х	in the state of th		employment in the area closed or significantly asse provide details on page 2.	
2.		X	Has your entity experienced assessed valuation in the pa		crease of 10% or more in population or provide details on page 2.	
3.		Х	Has there been any significa If yes, please provide details		ch could affect your entity positively?	
4.		Х	Has there been any significa If yes, please provide details		ch could affect your entity negatively?	
5.		X	Has anything significant occi If yes, please provide details		r expected level of revenues?	
QUE	STIONS RI	EGARD	ING OPERATIONS			
6.		X	_		perating) fund had an unexplained, unbudgeted, yes, please provide details on page 2.	
7.		X	Has the entity entered into a If yes, please provide details		ince the previous report?	
8.		Х	Has the entity borrowed mor If yes, please provide details		ons?	
9.		X	Has the entity made an inter If yes, please provide details		nt operations?	
10.		Х			vernmental agencies for the benefits of its emplo)? If yes, please provide details on page 2.	yees,
11.		X	Has the entity failed to make If yes, please provide details		ervice, to vendors or others?	
12.		Х	Has the entity augmented the lf yes, please provide details	* * * *	any proprietary fund since the previous report?	
13.			equivalents (unaudited) as I(s) Only)		6/30/2023	
			Prior Year	Current Year		
			N/A	N/A		
14.	General	Fund E	nding Balance (unaudited) Prior Year	as of quarter ending Current Year	6/30/2023	
			449,998	221,318		
15.	Cash an (General		equivalents (unaudited) as	of quarter ending	6/30/2023	
	/Delici &	i i ditu (Prior Year	Current Year		
			449,998	221,318		

ENTITY: SMOKY VALLEY LIBRARY DISTRICT QUARTER ENDING: 6/30/2023

DETAILS OF POSITIVE RESPONSES TO QUESTIONS ON PAGE 1

1-6.					
					=
					_
7.		Date	Туре	Amount	
8.		Date	Lender	Amount	— —
9.	Date	From Fund	To Fund	Amount	
10-11.					
5.					-
12.		Date	Fund	Amount	
13-15.					
PREPARED BY:		Jeanne Bleecker / Co-Director SVLD Name/Title		Signature	—
PERS	ON SIGNING CI	ERTIFIES ALL INFORMAT	FION PROVIDED IS TRUE & COR	RRECT FOR THE PERIOD INDICATED.	
REVIEWED BY:		Jamie Grimes / Treasurer SVLD Board Name/Title		Signature	

Rev. 9/02/05 - LGF Page 2