

**AGENDA**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Round Mountain Public Library**  
**Round Mountain, Nevada**  
**Tuesday August 3, 2021 – 5:30 PM**

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

**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)

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**ITEM#/SUBJECT**

1. Call meeting to order – For Possible 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 Possible Action
4. Reading, correction and approval of minutes for July 6, 2021 - For Possible 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.
7. DISTRICT MONTHLY REPORTS- For possible action
  - a. SVLD -
  - b. Children’s Wing report -
8. OLD BUSINESS - For Possible Action
  - a. Discussion and possible decision concerning update on the Manhattan Roof Project
9. NEW BUSINESS – For Possible Action
  - a.
10. CORRESPONDENCE – For possible Action
  - a.
11. FINANCE – For possible Action
  - a. Approve and sign expenditures for August 3, 2021.
  - b. Cash flow
  - c. Quarterly 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](mailto: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](http://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.

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**MINUTES**  
**SMOKY VALLEY LIBRARY DISTRICT**  
**BOARD OF TRUSTEES MEETING**  
**Round Mountain Public Library**  
**Round Mountain, Nevada**  
**Tuesday July 6, 2021– 5:30 PM**

Members present: Rebecca Lim, Chairperson Gwenn Snow, Vice-Chairperson  
Frank Wagener, Member Mallory Barber, Secretary/Clerk

Members absent: Sara Keehfuss, Treasurer

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.

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**ITEM#/SUBJECT**

1. This meeting was called to order at 5:31 pm by Becky Lim
2. General Public Comment: - Nothing at this time
3. Approval agenda – Gwenn made a motion to accept agenda for July 6, 2021. Mallory seconded. All voted in favor. Motion passed.
4. Reading, correction and approval of minutes. Gwenn made a motion to accept minutes for June 1, 2021. Mallory seconded. All voted in favor. Motion passed.
5. INFORMATIONAL ITEMS –
  - a. Jeanne mentioned that she received an email from Lumas about Manhattan Roof Project. They had some questions about the gutters, if they can use our bathrooms and power while doing project etc. Jeanne answered their questions and we should be hearing from them soon on bid process.
6. OPEN DISCUSSION – Jeanne told the board that when we returned from the Holiday July 5<sup>th</sup>, Mitch came in and found bathrooms were backed up. He got it all taken care of and we were able to open at 8:20 am. We are also having problems with the air conditioners in the Children's Wing freezing up. They will be here on July 13<sup>th</sup> to fix them.
7. DISTRICT REPORTS– For possible action –
  - a. SVLD District report –Jeanne told the board that she would change the report to reflect prior year's stats after this year. We really have nothing to compare to since we just came off the Covid year.
  - b. Children's Wing report – Amy reported the winners for the SRP and that she will be starting the in house programs on July 14<sup>th</sup>, the first one will be the STEM program for 5-7 year olds. She reported that we did set up the new summer incentive reading challenge called Tales of Summer. It will run the same way the SRP did. For every 15 minutes read they will receive a coin to shop in the Library Store.
8. OLD BUSINESS– For Possible Action –. Nothing at this time
9. NEW BUSINESS– For possible action
  - a. Closing the Library September 7 & 8 for the Sirsi Upgrade – Mallory made a motion to close September 7 & 8 to the public for the Sirsi upgrade. Frank seconded. All voted in favor. Motion passed.

b. Library Closures – adding the Juneteenth closure - . Mallory made a motion to approve the Library Closures for 2021-2022 fiscal year. Gwenn seconded. All voted in favor. Motion passed.

c. Trespassing policy – the board agreed that we will continue with the policy that is already in place. No changes at this time. No action required.

10. CORRESPONDENCE –

a. Nothing at this time.

11. FINANCE -

a. Finance – Frank made a motion to approve and sign vouchers dated July 6, 2021 for fiscal year 2020-2021 and 2021-2022. Mallory seconded. All voted in favor. Motion passed.

b. Cash flow – the board looked over the cash flow. No action required.

c. Annual report – Jeanne went over annual report with the board. This report is published in the Tonopah Times. No action required.

12. General Public Comment – (second) – Nothing at this time.

13. Set date and time of next meeting. The next meeting was set for Tuesday, August 3<sup>rd</sup>, 2021 @ 5:30 PM in Round Mountain Public Library in Round Mountain, Nevada.

14. ADJOURN – Mallory made a motion to adjourn the meeting @ 6:25 PM.

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Date approved

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Mallory Barber, 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  
 Fax (775) 487-2326

## SVLD MONTHLY REPORT FOR June 2021

### Materials Added:

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	65	38	103	12,529	205
Kids	146	11	157	14,037	939
Entertainment	130	21	151	19,728	1,028
eBooks	0	0	0	2,400	24
eAudio	921	0	921	40,045	129
eMagazines	0	0	0	3,544	9
Databases	0	0	56	56	2,063
Computer	0	0	15	15	101
<b>GRAND TOTAL</b>	<b>1262</b>	<b>70</b>	<b>1403</b>	<b>92,354</b>	<b>4498</b>

	RMPL	MPL	TOTAL
Visits	2,267	454	2,721
Wi-Fi	782	173	955
Meeting Room	42	0	42
Museum Visits	-	61	61
Patron Cards	5	0	5

Website Visits	737
Volunteer Hours	20
Notaries	32
Tutoring	6
Proctoring	13
ILL	-
AR Testing	1
Reference ?	30
Material Requests	21

### Revenues:

Fax	\$	54.00
Fines	\$	29.00
Copies	\$	23.30
Donations	\$	50.15
Misc.	\$	183.05
<b>GRAND TOTAL:</b>	<b>\$</b>	<b>339.50</b>

### PROGRAMS:

Name	Offered	Attendance
SRP Tails & Tales	6	421
<b>TOTALS:</b>	<b>6</b>	<b>421</b>

# **Round Mountain Public Library**

## **Children's Wing Report**

**July 2021**

**Tales of Summer:**

**Ages 0-5 read: 5543 minutes**

**Ages 6-11 read: 3317 minutes**

**Total mins. Read: 8860**

**Banners: 4**

**Tutoring: 6**

**Star Testing: 2**

**Little Mr. & Miss Kinross Showcase: 93**

**Bike decorating: 4**

**Volunteer hours: 5**

**Table Top: 38**

**Storytime: 9**

**STEM: 19**

**Craft bags: 36**

**July views for Facebook:**

- **Spanish Class: 11**
- **Storytime: 9**
- **STEM: 7**

**July views for YouTube:**

- **Storytime: 30**
- **STEM: 29**
- **Spanish Class: 29**

**We have our Back to School display up and have updated our student records for the upcoming school year. We will be doing the "A" paper incentive again this year, as well as**

**bringing back the class of the year party based on AR points. We have been designing and printing banners for both the Town of Round Mountain and Kinross. We have scheduled a Scholastic book fair for September 20<sup>th</sup> – 27<sup>th</sup>. We have started our in house programs.**

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	6/29/2021	Chase June 2021	\$2,911.91	Credit Card
NV ENERGY	7/2/2021	379561 June 2021	\$87.37	Power MPL
NV ENERGY	7/14/2021	378178 June 2021	\$397.01	Power RMPL
<b>AMOUNT</b>			<b>\$3,396.29</b>	

**NEW INVOICES:**

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	7/10/2021	Amazon Aug 2021	\$3,137.65	Various
LUMOS AND ASSOCIATES INC	7/6/2021	109073	\$1,940.50	Capital
LUMOS AND ASSOCIATES INC	7/7/2021	109104	\$3,482.50	Capital
SMOKY VALLEY LIBRARY-	6/30/2021	SVLD PC 6-30-21	\$693.61	Petty Cash

<b>NEW INVOICE TOTAL:</b>	<b>\$9,254.26</b>
<b>PRE-APPROVED TOTAL:</b>	<b>\$3,396.29</b>
<b>GRAND TOTAL:</b>	<b>\$12,650.55</b>

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 Rebecca Lim, Chairperson

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 Gwenn Snow, Vice-Chairperson

\_\_\_\_\_  
 Mallory Barber, Secretary/Clerk

\_\_\_\_\_  
 Sara Keehfuss, Treasurer

\_\_\_\_\_  
 Frank Wagener, 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
NYE COUNTY PUBLIC WORKS	7/1/2021	27-0010426	\$55.00	Water MPL
<b>AMOUNT</b>			<b>\$55.00</b>	

**NEW INVOICES:**

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
AMAZON	7/10/2021	Amazon August FY22	\$862.33	Various
BAKER & TAYLOR INC	7/19/2021	2036091847	\$49.29	Adult Books
CRIMSON MULTIMEDIA	7/14/2021	005906	\$1,864.35	Video Games
DEMCO INC	7/6/2021	6973314	\$505.45	Operating Supplies
GENERAL STORE	7/21/2021	01-1504420	\$2.99	Programs STEM
MARRACCINI PLUMBING	7/20/2021	75737	\$1,096.00	Building Maint
MICROMARKETING LLC	7/7/2021	855386	\$37.09	Adult Audios
MICROMARKETING LLC	7/8/2021	855595	\$81.89	Adult Audios
MICROMARKETING LLC	7/8/2021	855767	\$15.19	Kids Books
MICROMARKETING LLC	7/8/2021	855828	\$37.54	Kids Books
MICROMARKETING LLC	7/13/2021	856023	\$56.00	Adult Books
MICROMARKETING LLC	7/13/2021	856210	\$19.92	Kids Books
MICROMARKETING LLC	7/15/2021	856324	\$31.84	Adult Audios
MICROMARKETING LLC	7/15/2021	856427	\$36.40	Adult Audios
MICROMARKETING LLC	7/15/2021	856630	\$124.18	Adult Audios
MICROMARKETING LLC	7/22/2021	857354	\$80.15	Kids Books
OVER DRIVE INC	7/7/2021	07818CO21286026	\$12,796.57	eBooks/eAudios
OVER DRIVE INC	7/7/2021	07818SU21286223	\$2,400.00	eAudio
OVER DRIVE INC	7/7/2021	07818SU21286269	\$2,000.00	eAudio
OVER DRIVE INC	7/7/2021	07818SU21286363	\$2,000.00	eAudio
OVER DRIVE INC	7/7/2021	07818SU21286411	\$2,000.00	eAudio
OVER DRIVE INC	7/7/2021	07818SU21286426	\$2,000.00	eAudio
OVER DRIVE INC	7/7/2021	07818SU21286427	\$2,000.00	eAudio
OVER DRIVE INC	7/9/2021	07818MG21287961	\$2,000.00	eMagazines
OVER DRIVE INC	7/20/2021	07818DA21297183	\$76.00	eAudio
PENWORTHY COMPANY	7/6/2021	0573334-IN	\$2,030.48	Kids Books

Vendor Full Name	Invoice Date	Invoice #	Total Amount	Description
QUILL	7/6/2021	17857594	\$223.88	Office Supplies
RENAISSANCE LEARNING INC	7/1/2021	INV5208162	\$3,495.00	Database AR
SMOKY VALLEY HARDWARE	7/22/2021	2107-142172	\$16.47	Building Maint.

<b>NEW INVOICE TOTAL:</b>	<b>\$37,939.01</b>
<b>PRE-APPROVED TOTAL:</b>	<b>\$55.00</b>
<b>GRAND TOTAL:</b>	<b>\$37,994.01</b>

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Rebecca Lim, Chairperson

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Gwenn Snow, Vice-Chairperson

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Mallory Barber, Secretary/Clerk

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Sara Keehfuss, Treasurer

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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 6/30/2021  
(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 6/30/2021

<u>Prior Year</u>	<u>Current Year</u>
<u>691,417</u>	<u>828,449</u>

15. Cash and cash equivalents (unaudited) as of quarter ending 6/30/2021  
(General Fund Only)

<u>Prior Year</u>	<u>Current Year</u>
<u>691,417</u>	<u>828,449</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. \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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: Mallory Barber / Treasurer SVLD Board \_\_\_\_\_  
 Name/Title Signature