

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

Email: clquillen@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: November 16, 2023 at 3 pm.

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 in 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 October 26, 2023**
- 8. Library Board of Trustees Report**

9. Library Director's Report

- Statistics
- Recap: Nevada Library Association Conference
- Recap: Library Programming/Outreach

Set date and time of regular/special Library Board meetings: Next meeting is scheduled for Thursday, December 28, 2023, at 3 p.m. at Churchill County Administration Building 155 N. Taylor Street, Commission Chambers.

OLD BUSINESS

None

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.
3. **Consideration and possible action re:** Action to approve the Library Meeting Room Policy
4. **Consideration and possible action re:** Action to approve a new logo for the library

Public Comments

Adjournment.

AFFIDAVIT OF POSTING

State of Nevada)
 : ss
County of Churchill)

Maria Gill, an employee of Churchill County Nevada, being duly sworn, says: That on the 9th day of November 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/>.

Maria Gill

State of Nevada)
 : ss
County of Churchill)

On the 9th day of November 2023 before a Notary Public, personally appeared Maria Gill 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 my official seal this 9th day of November 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 persons 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 names 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).

Verification of the posting of the Churchill County Library Board of Trustee meeting on November 16, 2023, at the Churchill County Administration Building 155 N. Taylor Street, Commission Chambers

Posted on: November 9, 2023

Churchill County Administration 155 N. Taylor, Fallon, NV

By: *MS Gill* Time: *10:15 am*

Fallon City Hall 55 W. Williams Ave. Fallon, NV

By: *MS Gill* Time: *10:20 am*

Churchill County Library 553 S. Maine Street Fallon, NV

By: *MS Gill* Time: *10:25 am*

Churchill County Website

By: *JS* Time: *2pm*

Nevada State Website

By: *JS* Time: *2pm*

October 26, 2023

The Churchill County Library Board of Trustees held a public meeting on Thursday October 26, 2023, at the Churchill County Administration Building, Commissioner's Chambers, 155 N. Taylor Street, Fallon, NV. The meeting was scheduled to begin at 3:00pm.

REGULAR AGENDA ITEMS

1. Call to Order: Kelli Kelly @ 3:pm

2. Pledge of Allegiance

3. Public Comment? None

4. Roll Call of Members:

Present were: Trustees Kelli Kelly, Ashlee McGarity, and David Brakebill; Library Director C.L. Quillen; and Deputy District Attorney Jeff Weed.

Absent were: Trustees Jo Petteruti and Tara Price Gritzmacher; and County Commissioner Bus Scharmann

5. Verification of the posting of the agenda: Verified by Library Director C.L. Quillen

6. Consideration and possible action – Approval of agenda: Revision: Item 6.A. “Approval of minutes...” Should be Item 7 with all remaining agenda items to be adjusted accordingly. A motion was made to approve the agenda as revised by David Brakebill, seconded by Ashlee McGarity. All in favor.

7. Consideration and possible action – Approval of minutes, September 28, 2023: Revision: none

A motion was made to adopt the minutes from the September 28, 2023 as presented by David Brakebill, seconded by Kelli Kelly. All in favor.

8. Board of Trustees Report

David Brakebill was happy to receive the email containing the updates and information for the library (new newsletter). He said he really likes it.

Kelli Kelly is reading a new book called The Seed Keeper by Diane Wilson and recommends it. It is book number 57 for her since graduating in May.

9. Library Directors Report

- Statistics – Director Quillen noted that the blank space on the Statistics report under “Meeting Room” is the usage count for the small meeting room by the office. The report also includes corrected/updated stats from the migration errors.
- ILS – Things are starting to settle and smooth with the new ILS, and while issues are still coming up they are quickly addressed.

- Update: YALSA (Young Adult Library Services Association, a division of the American Library Association) Symposium – Childrens Librarian J Hodnett will be attending the symposium as she is looking to grow and improve the library's teen programming.
- Meeting Room Policy – Director Quillen is working with Kelli Kelly, Jeff Weed, and library staff to draft a Meeting Room Policy. The draft will likely be presented at the regular Board of Trustees meeting in November.
- Library Logo – Director Quillen is working with Janess on a new logo for the library that is easier to replicate and use across many platforms, including print and digital.
- Nevada Library Association – Conference is in November. Director Quillen may not attend due to staffing in the library. She wants to make sure the conference will be relevant to Churchill County Library before making a final decision.
- Program highlights for next month – November 7 at 6pm, What's Cooking? Show and Tell; Wednesdays through November 3pm-5pm, NaNoWriMo: Come Write In (National Novel Writing Month)
- Memory Kit – Director Quillen showed the Board a pack filled with items useful for seniors struggling with memory issues and their caregivers. The kit will be offered alongside other STEM kits, etc.
- Elementary Book Club – The club is going well and meets again November 17 at 3pm.
- BYOB Club – After David Brakebill asked for more info on this program Director Quillen noted that there was only one in attendance. She plans to put out more info about how it works and may expand to movies and music as well.

Next Board Meeting

The next board meeting will be held Thursday November 16, 2023 at 3pm in the Churchill County Administration Building 155 N. Taylor Street, Commission Chambers.

OLD BUSINESS

1. **For Information only re:** Books, Bites, and Beverages final total: This even raised \$4,986.82 after costs.
2. **For Information only re:** Corrected Circulation Statistics for FY23 and July /August FY 24: As stated in the Directors Report, the statistics now show corrected totals after errors stemming from ILS migration.

NEW BUSINESS

1. **Consideration and possible action – Action to approve monthly budget report.**
A motion was made to approve the monthly budget report as presented by Ashlee McGarity, seconded by David Brakebill. 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 Ashlee McGarity. All in favor.

3. **Consideration and possible action – Action to approve the revised Video Surveillance Policy** Deputy DA Jeff Weed shared his opinion and that of the DA’s office regarding the Public Records implications of video surveillance and any policy regarding that surveillance in a letter.

Kelli Kelly stated that policy should protect patron privacy and also comply with public records per direction of the DA representative.

David Brakebill recommended tabling the item to allow time for all board members to be involved.

A motion was made to table this item by David Brakebill, seconded by Ashlee McGarity. All approved.

4. **Consideration and possible approval re:** Action to approve closing the library on Saturday, November 11 (Veterans Day holiday is observed on November 10) and Saturday, November 25 (the Saturday after Thanksgiving).

A motion was made to approve closing the library on Saturdays, November 11 and November 25 by David Brakebill, seconded by Ashlee McGarity. All in favor.

5. **Consideration and possible action re:** Action to approve LBOT meeting dates for November – This item was addressed previously under “**Set date and time of regular/special Library Board meetings**”

Public Comment – None

Adjournment: Kelli Kelly, 3:37pm

Respectfully submitted,

Ashlee McGarity
November 6, 2023

STATISTICS

October 2023

	Sep-23	Oct-23	Oct-22
Juv	29	27	20
Attend	452	421	477
YA	1	7	
Attend	1	74	
All	1	0	42
Attend	18	0	156
Adult	16	24	
Attend	81	100	
ST Videos	2	0	5
Attend	450	0	580
Other Videos	4	0	2
Attend	1376	0	594
To Go Packets	0	0	320
Gate Count	7,425	8,165	6,629
Daily Avg	297	326.6	265
WiFi	1,478	1,601	1,445
Physical Circulation	7619	7361	7,910
LinkedIn C+V Com	45	15	1,027
Kanopy	105	109	164
Sora	124	50	83
hoopla	456	441	429
Overdrive	1,500	1,623	1,509
Total Circ*	9849	9599	11122
Vols	14	19	14
Vol Hours	76	88.75	83
Meeting room	18	27	17
Small room	62	44	
Proctor	0	0	2
Giveaway Books	21	15	0
Books for Babies	0	0	15

*Total circ including electronic = circ +linkedin+kanopy+sora+hoopla+overdrive

October 24th 2023

State of Nevada Co-Op

To Whom it may concern:

Greetings,

The Board Members of the Lincoln County Library System have decided that due to budget restraints, we are unable to continue with our agreement at this time and would like to terminate our agreement. We have appreciated our time with you and hope that some time down the road when we are able to get back on a cataloging system and up to date with our system then we can possibly come back into your system.

If you have any questions or concerns, please feel free to contact us.

Sincerely,

A handwritten signature in blue ink that reads "Sharron Faehling". The signature is written in a cursive, flowing style.

Sharron Faehling, Director

Lincoln County Library System

PO Box 330, Pioche, NV 89043

775-962-5244

COOPERATIVE AGREEMENT BETWEEN PUBLIC AGENCIES

An Agreement Between the State of Nevada
Acting by and through Its

Department of Administration
Nevada State Library Archives and Public Records
Nevada Library Cooperative
100 N. Stewart Street
Carson City, Nevada 89701
Phone: 775-431-0097

and

Lincoln County Library
PO Box 330
Pioche, Nevada 89043-0330
Phone: 775-962-5244

WHEREAS, NRS 277.110 authorizes any one or more public agencies to enter into agreements for joint or cooperative action; and

WHEREAS, it is deemed that the cooperative action of Nevada Library Cooperative and Lincoln County Library hereinafter set forth between the parties is the best interest of the State of Nevada;

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. **DEFINITIONS.** "State" means the State of Nevada and any state agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.
3. **AGREEMENT TERM.** This Agreement shall be effective July 1, 2023, upon approval to June 30, 2027, unless sooner terminated by either party as set forth in this Agreement.
4. **TERMINATION.** This Agreement may be terminated by either party prior to the date set forth in paragraph (3), provided that a termination shall not be effective until 90 days after a party has served written notice upon the other party. This Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired.
5. **NOTICE.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth above.
6. **INCORPORATED DOCUMENTS.** The parties agree that the scope of the cooperative action shall be specifically described in accordance with State Administrative Manual 0308.0; this Agreement incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT A: SCOPE OF COOPERATIVE ACTION

The parties agree that Lincoln County Library will pay Nevada Library Cooperative to provide the services specified in the attachments at a total cost of not more than an estimated \$2,500 in FY24; \$2,500 in FY25; \$2,500 in FY26 and \$2,500 in FY27; per fiscal year. Payments to be made on an annual basis upon receipt of Nevada Library Cooperative invoice at rates established by Nevada Library Cooperative for each fiscal year. Total contract is not to exceed an estimated \$10,000 over the four (4) year period.

7. ASSENT. The parties agree that the terms and conditions listed on incorporated attachments of this Agreement are also specifically a part of this Agreement and are limited only by their respective order of precedence and any limitations expressly provided.

8. INSPECTION & AUDIT.

a. Books and Records. Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all state and federal regulations and statutes.

b. Inspection & Audit. Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.

c. Period of Retention. All books, records, reports, and statements relevant to this Agreement must be retained a minimum three years and for five years if any federal funds are used in this Agreement. The retention period runs from the date of termination of this Agreement. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

9. BREACH: REMEDIES. Failure of either party to perform any obligation of this Agreement shall be deemed a breach. Except as otherwise provided for by law or this Agreement, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs. It is specifically agreed that reasonable attorneys' fees shall not exceed \$150 per hour.

10. LIMITED LIABILITY. The parties will not waive and intend to assert available NRS chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any State breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

11. FORCE MAJEURE. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, acts of public enemy, acts of terrorism, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

12. INDEMNIFICATION. Neither party waives any right or defense to indemnification that may exist in law or equity.

13. INDEPENDENT PUBLIC AGENCIES. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement, and in respect to performance of services pursuant to this Agreement, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Agreement, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

14. WAIVER OF BREACH. Failure to declare a breach or the actual waiver of any particular breach of the Agreement or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.
15. SEVERABILITY. If any provision contained in this Agreement is held to be unenforceable by a court of law or equity, this Agreement shall be construed as if such provision did not exist and the nonenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.
16. ASSIGNMENT. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Agreement without the prior written consent of the other party.
17. OWNERSHIP OF PROPRIETARY INFORMATION. Unless otherwise provided by law any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Agreement), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Agreement shall be the joint property of both parties.
18. PUBLIC RECORDS. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.
19. CONFIDENTIALITY. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Agreement.
20. PROPER AUTHORITY. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to perform the services set forth in paragraph (6).
21. GOVERNING LAW; JURISDICTION. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of and venue in the First Judicial District Court, Carson City, Nevada for enforcement of this Agreement.

This section left blank intentionally.

22. ENTIRE AGREEMENT AND MODIFICATION. This Agreement and its integrated attachment(s) constitute the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement,

general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the Office of the Attorney General.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and intend to be legally bound thereby.

Not Continuing

Lincoln County Library Date

Title

Kari Ward

Date

Director, Nevada Library Cooperative

Title

Signature – Nevada State Board of Examiners

APPROVED BY BOARD OF EXAMINERS

On _____
(Date)

Approved as to form and compliance with law by:

Deputy Attorney General for Attorney General, State of Nevada

On _____
(Date)



Churchill County, NV

Detail vs Budget Report

Account Detail

Date Range: 10/01/2023 - 10/31/2023

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							
240-551-40100	SALARIES-DEPT HEAD	121,584.00	19,066.80	6,952.00	26,018.80	95,565.20	78.60 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...			3,476.00
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...			3,476.00
240-551-40200	OTHER SAL & WAGES-REG	276,702.00	52,983.63	19,318.40	72,302.03	204,399.97	73.87 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...			9,659.20
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...			9,659.20
240-551-40250	SAL & WAGES - PART-TIME	12,729.00	3,462.35	1,292.72	4,755.07	7,973.93	62.64 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...			640.64
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...			652.08
240-551-40270	PART-TIME PERS SAL & WAGE	26,755.00	5,639.40	1,942.42	7,581.82	19,173.18	71.66 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...			985.00
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...			957.42
070 - CULTURE AND RECREATION Totals:		437,770.00	81,152.18	29,505.54	110,657.72	327,112.28	74.72 %
551 - PUBLIC LIBRARY Totals:		437,770.00	81,152.18	29,505.54	110,657.72	327,112.28	74.72 %
400 - DIRECT SALARY EXPENSE Totals:		437,770.00	81,152.18	29,505.54	110,657.72	327,112.28	74.72 %
Category: 450 - EMPLOYEE BENEFITS							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
240-551-45100	RETIREMENT	142,389.00	25,239.59	9,451.30	34,690.89	107,698.11	75.64 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...			4,730.27
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...			4,721.03

Detail vs Budget Report

Account		Name		Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240-551-45150		SOCIAL SECURITY		790.00	214.67	80.15	294.82	495.18	62.68 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...				39.72	
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...				40.43	
240-551-45200		PACT (INDUSTRIAL INS)		10,975.00	2,178.36	247.94	2,426.30	8,548.70	77.89 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...				160.46	
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...				87.48	
240-551-45400		GROUP INSURANCE		54,948.00	12,363.84	4,121.28	16,485.12	38,462.88	70.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...				4,121.28	
240-551-45444		HSA HEALTH SAVINGS		1,992.00	1,245.00	498.00	1,743.00	249.00	12.50 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...				498.00	
240-551-45500		MEDICARE		6,348.00	1,115.99	405.74	1,521.73	4,826.27	76.03 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
10/06/2023	PYPKT01546	PYPKT01546 - 09/18/20...		PYPKT01546 - 09/18/2023-10/01/2023 (10...				202.95	
10/20/2023	PYPKT01557	PYPKT01557 - 10/02/20...		PYPKT01557 - 10/02/2023-10/15/2023 (10...				202.79	
240-551-45700		COMPENSATED ABSENCES		4,378.00	0.00	0.00	0.00	4,378.00	100.00 %
070 - CULTURE AND RECREATION Totals:				221,820.00	42,357.45	14,804.41	57,161.86	164,658.14	74.23 %
551 - PUBLIC LIBRARY Totals:				221,820.00	42,357.45	14,804.41	57,161.86	164,658.14	74.23 %
450 - EMPLOYEE BENEFITS Totals:				221,820.00	42,357.45	14,804.41	57,161.86	164,658.14	74.23 %

Category: 500 - SERVICES & SUPPLIES
Department: 551 - PUBLIC LIBRARY
Function: 070 - CULTURE AND RECREATION

240-551-50400		AV/eBOOKS/eAUDIO		40,000.00	658.50	2,283.61	2,942.11	37,057.89	92.64 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
10/06/2023	APPKT01374	504322737	138842	(1)DVD LITTLE MERMAID, THE W/S	18029 - MIDWEST TAPE			22.49	
10/06/2023	APPKT01374	504384979	138842	(1)DVD THE FLINTSTONES W/S	18029 - MIDWEST TAPE			7.49	
10/06/2023	APPKT01374	KDEP-21466	138831	PLAY CREDIT - FILM DATABASE	17212 - KANOPY INC.			2,000.00	
10/20/2023	APPKT01383	504420458	139069	(1)DVD TRANSFORMERS: RISE OF THE BEA...	18029 - MIDWEST TAPE			23.24	
10/20/2023	APPKT01383	504449584	139069	(1)DVD BARBIE W/S	18029 - MIDWEST TAPE			26.24	
10/20/2023	APPKT01383	L4226684 08/31/23	139018	2037706093	1718 - BAKER & TAYLOR			178.63	

Detail vs Budget Report
Date Range: 10/01/2023 - 10/31/2023

Account		Name		Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240-551-50400		AV/eBOOKS/eAUDIO - Continued		40,000.00	658.50	2,283.61	2,942.11	37,057.89	92.64 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	
10/20/2023	APPKT01383	L4226684 08/31/23	139018	2037726118	1718 - BAKER & TAYLOR			25.52	
240-551-50450		E-MATERIALS		0.00	3,000.00	0.00	3,000.00	-3,000.00	0.00 %
240-551-50900		BOOKS AND PERIODICALS		35,000.00	2,640.99	3,684.60	6,325.59	28,674.41	81.93 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	
10/06/2023	APPKT01374	2400415	138817	(LA-F-16000-01) - SUB.RENWALS-RATE AD...	14698 - EBSCO			11.00	
10/20/2023	APPKT01383	L1061534 08/31/23	139018	2037734579	1718 - BAKER & TAYLOR			326.07	
10/20/2023	APPKT01383	L1061534 08/31/23	139018	2037720732	1718 - BAKER & TAYLOR			265.72	
10/20/2023	APPKT01383	L1061534 08/31/23	139018	2037748303	1718 - BAKER & TAYLOR			319.33	
10/20/2023	APPKT01383	L1061534 08/31/23	139018	2037706985	1718 - BAKER & TAYLOR			1,159.76	
10/20/2023	APPKT01383	L1061534 08/31/23	139018	2037719470	1718 - BAKER & TAYLOR			378.24	
10/20/2023	APPKT01383	L1061534 08/31/23	139018	2037698526	1718 - BAKER & TAYLOR			140.04	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Request: Magic of Ordinary Days	14779 - WELLS FARGO COMMERCIAL CARD			10.46	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Trickster	14779 - WELLS FARGO COMMERCIAL CARD			15.99	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Credit for charge on August 10 for ...	14779 - WELLS FARGO COMMERCIAL CARD			-13.10	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Request: Kingdom of God in Ameri...	14779 - WELLS FARGO COMMERCIAL CARD			6.14	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Burnt Island	14779 - WELLS FARGO COMMERCIAL CARD			16.70	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Request: Democracy & Tradition	14779 - WELLS FARGO COMMERCIAL CARD			11.02	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Bad Axe	14779 - WELLS FARGO COMMERCIAL CARD			12.48	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-1 year subscription to Reno Gazette...	14779 - WELLS FARGO COMMERCIAL CARD			390.00	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Ruin Beach	14779 - WELLS FARGO COMMERCIAL CARD			18.08	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Request: Off the Wall	14779 - WELLS FARGO COMMERCIAL CARD			9.88	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Hell Bay	14779 - WELLS FARGO COMMERCIAL CARD			13.76	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Vatican's Exorcist	14779 - WELLS FARGO COMMERCIAL CARD			9.99	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-MEG:Nightstalkers	14779 - WELLS FARGO COMMERCIAL CARD			9.89	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Book Requests: Second to the Right,...	14779 - WELLS FARGO COMMERCIAL CARD			47.19	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-(4)Memory Backpack/Kits	14779 - WELLS FARGO COMMERCIAL CARD			519.97	
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Quote: Rood and the Branch	14779 - WELLS FARGO COMMERCIAL CARD			5.99	
240-551-50910		BOOKS/PERIODICALS-CHILD		10,000.00	499.13	672.76	1,171.89	8,828.11	88.28 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	
10/20/2023	APPKT01383	L1064504 08/31/23	139018	2037685168	1718 - BAKER & TAYLOR			124.24	
10/20/2023	APPKT01383	L1064504 08/31/23	139018	2037726289	1718 - BAKER & TAYLOR			123.11	
10/20/2023	APPKT01383	L1064504 08/31/23	139018	2037705558	1718 - BAKER & TAYLOR			71.24	
10/20/2023	APPKT01383	L1064504 08/31/23	139018	2037749996	1718 - BAKER & TAYLOR			205.80	
10/20/2023	APPKT01383	L1064504 08/31/23	139018	2037709281	1718 - BAKER & TAYLOR			73.53	
10/20/2023	APPKT01383	L1064504 08/31/23	139018	2037735128	1718 - BAKER & TAYLOR			74.84	

Detail vs Budget Report

Date Range: 10/01/2023 - 10/31/2023

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240-551-51630	NEVADA LIBRARY CoOp	22,000.00	16,820.00	0.00	16,820.00	5,180.00	23.55 %
240-551-52400	CONTRACTED SERVICES	14,000.00	1,186.38	188.62	1,375.00	12,625.00	90.18 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	APPKT01374	750501-001 08/31/23	138803	08/01/23-08/31/23, LIBRARY	4000 - CC COMMUNICATIONS		49.90
10/31/2023	APPKT01396	1ST QTR FY24	490	PACT ASSESSMENT - LIBRARY VOLUNTEERS	1777 - PUBLIC AGENCY COMPENSATION TRUST		138.72
240-551-52403	PLAT FORM FEE	2,000.00	0.00	0.00	0.00	2,000.00	100.00 %
240-551-52520	CONTRACT SERVICE/PROGRAM	1,200.00	600.80	61.35	662.15	537.85	44.82 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Raisins,portion cups, paper plates, ...	14779 - WELLS FARGO COMMERCIAL CARD		45.23
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Vinegar, Funnels, Cornstarch, Condi...	14779 - WELLS FARGO COMMERCIAL CARD		16.12
240-551-55400	MEMBERSHIPS	700.00	438.00	0.00	438.00	262.00	37.43 %
240-551-55720	COPIER MAINTENANCE/USAGE	1,400.00	510.01	0.00	510.01	889.99	63.57 %
240-551-55800	OPERATING SUPPLIES	9,000.00	1,309.10	612.60	1,921.70	7,078.30	78.65 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	APPKT01374	6163244 080523	138783	WATER (33148666163244), 08/03/23	15396 - ALHAMBRA		51.46
10/06/2023	APPKT01374	6163244 090223	138783	WATER (33148666163244), 08/31/23	15396 - ALHAMBRA		38.97
10/06/2023	APPKT01374	7359397	138815	BOOKMARKS/LABELS/CALENDAR/ORGANI...	736 - DEMCO		185.20
10/20/2023	APPKT01383	8071585328	139103	PAPER TOWELS/WHITE OUT/PLASTIC CUPS	12665 - STAPLES		60.63
10/20/2023	APPKT01383	8071594361	139101	WATER CUP DISPENSER	12665 - STAPLES		17.99
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Indoor/Outdoor Mat	14779 - WELLS FARGO COMMERCIAL CARD		45.89
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Indoor/Outdoor door mat	14779 - WELLS FARGO COMMERCIAL CARD		27.99
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Copier paper	14779 - WELLS FARGO COMMERCIAL CARD		117.30
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Business Card Holder	14779 - WELLS FARGO COMMERCIAL CARD		19.70
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-Envelopes, business card holder, 4 ...	14779 - WELLS FARGO COMMERCIAL CARD		47.47
240-551-55840	MARKETING	900.00	1,449.00	0.00	1,449.00	-549.00	-61.00 %
240-551-58400	TELEPHONE	3,700.00	232.62	744.46	977.08	2,722.92	73.59 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	APPKT01374	750501-001 08/31/23	138803	08/01/23-08/31/23, LIBRARY	4000 - CC COMMUNICATIONS		314.98
10/06/2023	APPKT01374	991652124 09/21/23	138884	CELLULAR PHONE SERVICES 08/21/23-09/...	19755 - T-MOBILE		29.60
10/20/2023	APPKT01383	750501-001 09/30/23	139026	09/01/23-09/30/23, LIBRARY	4000 - CC COMMUNICATIONS		399.88

Detail vs Budget Report

Date Range: 10/01/2023 - 10/31/2023

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240-551-58600	TRAVEL AND SUBSISTANCE	3,000.00	1,048.48	577.55	1,626.03	1,373.97	45.80 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/06/2023	APPKT01374	09/19/23-09/24/23 TRA...	138863	(130)MILES TO AND FROM RENO AIRPORT	19516 - QUILLEN, CHRISTINE		85.15
10/06/2023	APPKT01374	09/19/23-09/24/23 TRA...	138863	AIRPORT PARKING FEES	19516 - QUILLEN, CHRISTINE		60.00
10/06/2023	APPKT01374	09/19/23-09/24/23 TRA...	138863	PER DIEM - MEALS	19516 - QUILLEN, CHRISTINE		87.99
10/13/2023	APPKT01380	09/17/23-09/23/23 LOD...	138943	(4) DAYS @ 82.50/DAY - CH CO LIBRARIAN	19823 - HIXON, KIERAN		330.00
10/20/2023	APPKT01383	10/11/23 TRAVEL	139092	(22)MILES COMPUTER CLS AT PAIUTE SHO...	16945 - SALSMAN, JOSEPH S.		14.41
240-551-58700	TRAINING	800.00	0.00	0.00	0.00	800.00	100.00 %
240-551-59200	UTILITIES-ELEC/WTR/SEWER	20,000.00	5,677.90	2,120.68	7,798.58	12,201.42	61.01 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/20/2023	APPKT01383	8.1750.00 10/10/23	139034	553 SOUTH MAINE STREET	540 - CITY OF FALLON		1,873.87
10/20/2023	APPKT01383	8.1800.12 10/10/23	139034	507-A SOUTH MAINE STREET	540 - CITY OF FALLON		188.79
10/20/2023	APPKT01383	8.1801.05 10/10/23	139034	507-B SOUTH MAINE STREET	540 - CITY OF FALLON		58.02
240-551-59400	UTILITIES-GAS	3,300.00	174.07	321.64	495.71	2,804.29	84.98 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/26/2023	APPKT01389	910001265821 10/10/23	139178	553 S MAINE ST	205 - SOUTHWEST GAS CORPORATION		285.81
10/26/2023	APPKT01389	910001265822 10/10/23	139178	507 S MAINE ST	205 - SOUTHWEST GAS CORPORATION		35.83
240-551-59750	COMPUTERS & PRINTERS	4,000.00	3,557.80	0.00	3,557.80	442.20	11.06 %
240-551-59760	COMPUTER SOFTWARE	600.00	250.62	0.00	250.62	349.38	58.23 %
240-551-59918	NON-FEDERAL GRANT EXPENSE	0.00	1,760.52	1,055.95	2,816.47	-2,816.47	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount
10/31/2023	APPKT01395	ENDING 09/30/23	489	*2018-5 Grant-funded laptops for training ...	14779 - WELLS FARGO COMMERCIAL CARD		1,055.95
070 - CULTURE AND RECREATION Totals:							
551 - PUBLIC LIBRARY Totals:							
500 - SERVICES & SUPPLIES Totals:							
240 - PUBLIC LIBRARY Totals:							

Detail vs Budget Report

Date Range: 10/01/2023 - 10/31/2023

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
320 - LIBRARY GIFT FUND							
Category: 500 - SERVICES & SUPPLIES							
Department: 691 - LIBRARY GIFTS & DONATION							
Function: 070 - CULTURE AND RECREATION							
320-691-55800	OPERATING SUPPLIES	10,000.00	0.00	0.00	0.00	10,000.00	100.00 %
320-691-59915	F. N. MORGAN TRUST EXP.	25,000.00	0.00	0.00	0.00	25,000.00	100.00 %
070 - CULTURE AND RECREATION Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
691 - LIBRARY GIFTS & DONATION Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
500 - SERVICES & SUPPLIES Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
320 - LIBRARY GIFT FUND Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
Report Total:		866,190.00	165,323.55	56,633.77	221,957.32	644,232.68	74.38 %

Detail vs Budget Report

Date Range: 10/01/2023 - 10/31/2023

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	121,584.00	19,066.80	6,952.00	26,018.80	95,565.20	78.60 %
240-551-40200	OTHER SAL & WAGES-REG	276,702.00	52,983.63	19,318.40	72,302.03	204,399.97	73.87 %
240-551-40250	SAL & WAGES - PART-TIME	12,729.00	3,462.35	1,292.72	4,755.07	7,973.93	62.64 %
240-551-40270	PART-TIME PERS SAL & WAGE	26,755.00	5,639.40	1,942.42	7,581.82	19,173.18	71.66 %
070 - CULTURE AND RECREATION Totals:		437,770.00	81,152.18	29,505.54	110,657.72	327,112.28	74.72 %
551 - PUBLIC LIBRARY Totals:		437,770.00	81,152.18	29,505.54	110,657.72	327,112.28	74.72 %
400 - DIRECT SALARY EXPENSE Totals:		437,770.00	81,152.18	29,505.54	110,657.72	327,112.28	74.72 %
Category: 450 - EMPLOYEE BENEFITS							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
240-551-45100	RETIREMENT	142,389.00	25,239.59	9,451.30	34,690.89	107,698.11	75.64 %
240-551-45150	SOCIAL SECURITY	790.00	214.67	80.15	294.82	495.18	62.68 %
240-551-45200	PACT (INDUSTRIAL INS)	10,975.00	2,178.36	247.94	2,426.30	8,548.70	77.89 %
240-551-45400	GROUP INSURANCE	54,948.00	12,363.84	4,121.28	16,485.12	38,462.88	70.00 %
240-551-45444	HSA HEALTH SAVINGS	1,992.00	1,245.00	498.00	1,743.00	249.00	12.50 %
240-551-45500	MEDICARE	6,348.00	1,115.99	405.74	1,521.73	4,826.27	76.03 %
240-551-45700	COMPENSATED ABSENCES	4,378.00	0.00	0.00	0.00	4,378.00	100.00 %
070 - CULTURE AND RECREATION Totals:		221,820.00	42,357.45	14,804.41	57,161.86	164,658.14	74.23 %
551 - PUBLIC LIBRARY Totals:		221,820.00	42,357.45	14,804.41	57,161.86	164,658.14	74.23 %
450 - EMPLOYEE BENEFITS Totals:		221,820.00	42,357.45	14,804.41	57,161.86	164,658.14	74.23 %
Category: 500 - SERVICES & SUPPLIES							
Department: 551 - PUBLIC LIBRARY							
Function: 070 - CULTURE AND RECREATION							
240-551-50400	AV/eBOOKS/eAUDIO	40,000.00	658.50	2,283.61	2,942.11	37,057.89	92.64 %
240-551-50450	E-MATERIALS	0.00	3,000.00	0.00	3,000.00	-3,000.00	0.00 %
240-551-50900	BOOKS AND PERIODICALS	35,000.00	2,640.99	3,684.60	6,325.59	28,674.41	81.93 %
240-551-50910	BOOKS/PERIODICALS-CHILD	10,000.00	499.13	672.76	1,171.89	8,828.11	88.28 %
240-551-51630	NEVADA LIBRARY CoOp	22,000.00	16,820.00	0.00	16,820.00	5,180.00	23.55 %
240-551-52400	CONTRACTED SERVICES	14,000.00	1,186.38	188.62	1,375.00	12,625.00	90.18 %
240-551-52403	PLAT FORM FEE	2,000.00	0.00	0.00	0.00	2,000.00	100.00 %
240-551-52520	CONTRACT SERVICE/PROGRAM	1,200.00	600.80	61.35	662.15	537.85	44.82 %
240-551-55400	MEMBERSHIPS	700.00	438.00	0.00	438.00	262.00	37.43 %
240-551-55720	COPIER MAINTENANCE/USAGE	1,400.00	510.01	0.00	510.01	889.99	63.57 %
240-551-55800	OPERATING SUPPLIES	9,000.00	1,309.10	612.60	1,921.70	7,078.30	78.65 %
240-551-55840	MARKETING	900.00	1,449.00	0.00	1,449.00	-549.00	-61.00 %
240-551-58400	TELEPHONE	3,700.00	232.62	744.46	977.08	2,722.92	73.59 %

Account Summary

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240-551-58600	TRAVEL AND SUBSISTANCE	3,000.00	1,048.48	577.55	1,626.03	1,373.97	45.80 %
240-551-58700	TRAINING	800.00	0.00	0.00	0.00	800.00	100.00 %
240-551-59200	UTILITIES-ELEC/WTR/SEWER	20,000.00	5,677.90	2,120.68	7,798.58	12,201.42	61.01 %
240-551-59400	UTILITIES-GAS	3,300.00	174.07	321.64	495.71	2,804.29	84.98 %
240-551-59750	COMPUTERS & PRINTERS	4,000.00	3,557.80	0.00	3,557.80	442.20	11.06 %
240-551-59760	COMPUTER SOFTWARE	600.00	250.62	0.00	250.62	349.38	58.23 %
240-551-59918	NON-FEDERAL GRANT EXPENSE	0.00	1,760.52	1,055.95	2,816.47	-2,816.47	0.00 %
070 - CULTURE AND RECREATION Totals:		171,600.00	41,813.92	12,323.82	54,137.74	117,462.26	68.45 %
551 - PUBLIC LIBRARY Totals:		171,600.00	41,813.92	12,323.82	54,137.74	117,462.26	68.45 %
500 - SERVICES & SUPPLIES Totals:		171,600.00	41,813.92	12,323.82	54,137.74	117,462.26	68.45 %
240 - PUBLIC LIBRARY Totals:		831,190.00	165,323.55	56,633.77	221,957.32	609,232.68	73.30 %
320 - LIBRARY GIFT FUND							
Category: 500 - SERVICES & SUPPLIES							
Department: 691 - LIBRARY GIFTS & DONATION							
Function: 070 - CULTURE AND RECREATION							
320-691-55800	OPERATING SUPPLIES	10,000.00	0.00	0.00	0.00	10,000.00	100.00 %
320-691-59915	F. N. MORGAN TRUST EXP.	25,000.00	0.00	0.00	0.00	25,000.00	100.00 %
070 - CULTURE AND RECREATION Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
691 - LIBRARY GIFTS & DONATION Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
500 - SERVICES & SUPPLIES Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
320 - LIBRARY GIFT FUND Totals:		35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
Report Total:		866,190.00	165,323.55	56,633.77	221,957.32	644,232.68	74.38 %

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
240 - PUBLIC LIBRARY	831,190.00	165,323.55	56,633.77	221,957.32	609,232.68	73.30 %
320 - LIBRARY GIFT FUND	35,000.00	0.00	0.00	0.00	35,000.00	100.00 %
Report Total:	866,190.00	165,323.55	56,633.77	221,957.32	644,232.68	74.38 %

CHURCHILL COUNTY

LIBRARY GIFT FUND RECONCILIATION (Fund #320)

10/31/2023

FY2024

	Gift & Donations	Morgan	Building	Total
Beginning Balance 7/1/23	\$ 43.25	\$ 63,065.31	\$ 1,110.32	\$ 64,218.88
(Includes accruals)	43.25	63,065.31	1,110.32	64,218.88
Revenue				
Acct #320-35320 (Gift)	-			-
Acct #320-35321 (Gift Morgan Tr)	-			-
Acct #320-35323 (CHC)	-			-
Acct #320-35324 (Friends)	-			-
Acct #320-35790 (Bldg)	-		-	-
Interest allocation	0.33	484.20	8.52	493.05
Subtotal	0.33	484.20	8.52	493.05
Expenditures				
Acct #320-691-50900 (Gift)	-		-	-
Acct #320-691-52400 (Gift)	-			-
Acct #320-691-55800 (Gift)	-			-
Acct #320-691-59750 (Gift)	-			-
Acct #320-691-59760 (Gift)	-			-
Acct #320-691-59770 (Gift)	-			-
Acct #320-691-59915 (Morgan)		-		-
Acct #320-691-59916 (CHC)	-			-
Acct #320-691-59917 (FRIENDS)	-			-
Acct #320-691-76110-5240 (Bldg)			-	-
Subtotal	-	-	-	-
Other Financing Sources				
Transfer from General Fund	-	-	-	-
Increase(Decrease)	0.33	484.20	8.52	493.05
Ending Balance	\$ 43.58	\$ 63,549.51	\$ 1,118.84	\$ 64,711.93
		Cash balance 10/31/2023		64,711.93
		Difference		-
Beginning Balance 9/30/2023	\$ 43.35	\$ 63,222.87	\$ 1,113.10	64,379.32
Ending Balance 10/31/2023	\$ 43.46	\$ 63,380.43	\$ 1,115.87	64,539.76
Interest Allocation:	43.41	63,301.65	1,114.49	64,459.54
Percentage	0.07%	98.20%	1.73%	
1st				
Prior interest total	0.11	157.56	2.77	160.44
Ending balance before current interest	43.35	63,222.87	1,113.10	64,379.32

GL		
Int Rec		
Cash	\$ 64,711.93	
Adj cash	\$ 64,711.93	
Current Interest	\$ 332.61	\$ 332.61
bal before int	\$ 64,379.32	

Jun 2023 interest \$ -

Meeting Room Policy

All requests for use of the meeting room must be made to the library staff and entered on the meeting room calendar. If a meeting is canceled the library must be notified in order to clear the room for other use.

All persons or groups using the meeting room must sign the meeting room agreement and designate one person to be responsible for locking the doors, turning off all lights and returning the key as agreed.

Groups using the meeting room when the library is closed must pick up a key during library hours.

The meeting room and restroom must be left in clean and orderly condition. If there is excessive mess, or breakage occurs, fees for cleaning and/or replacement will be charged.

Groups will be required to set up and take down chairs, tables, and other equipment. Library staff will not be available to help. The room must be left in same order as found.

Any group holding a meeting must remove all personal property. No storage will be allowed. The library is not responsible for lost, stolen, or damaged property of those using the meeting room.

In case of an emergency call:

Police	911
Fire	911
Ambulance	911

Library's telephone number: 775-423-7581

Reviewed & re-adopted March 2009

Updated and re-adopted March 28, 2013

**Churchill County Library
Meeting Room Reservation Form
For Regularly Scheduled Meetings**

Name of Organization _____

President or Chairman _____ Phone _____

Address _____

Alternate Responsible Person _____

Address _____ Phone _____

Day and Week of Regular Meeting _____

Time _____ Months you will meet _____

(Example: Second Thursday of each month, September through June, 7pm)

I, the undersigned, assume responsibility for the security, lights, damages, and cleanliness of the Library meeting room while in use by my organization.

Date _____

President or Chairman

Alternate

**Churchill County Library
Meeting Room Reservation Form
For Occasional Meetings**

Name of Organization _____

President or Chairman _____ Phone _____

Address _____

Alternate Responsible Person _____

Address _____ Phone _____

Meeting Date _____ Time _____

I, the undersigned, assume responsibility for the security, lights, damages, and cleanliness of the library meeting room while in use by my organization.

Date _____

President or Chairman

Alternate

CHURCHILL COUNTY LIBRARY MEETING ROOM POLICY DRAFT

The community meeting room (hereinafter “meeting room”) provided by the Churchill County Library (hereinafter “library”) is for library-sponsored programs, for carrying out the mission and goals of the library, and for use by other governmental agencies.

When the library or another governmental agency is not using the meeting room, it is available for use by the public in accordance with this policy. Social events, as described further below, are prohibited. The library reserves to the right to impose special conditions on the use of the meeting room that are not contained within this policy. Such special conditions must be put in writing and approved by the Library Director.

The Churchill County Library is an institution dedicated to free expression of and access to ideas representing all points of view. Accordingly, subject to all applicable laws and library policies, the library’s meeting room are available for the activities of individuals or groups. Permission to use library facilities, in and of itself, does not constitute an endorsement or sponsorship by the Library, the Library Board of Trustees, or Churchill County. By submitting a meeting room reservation request, users agree to abide by all applicable laws and library policies, and release Churchill County, the Library Board of Trustees, the Churchill County Board of County Commissioners, and the Churchill County Library from all liability.

All programs and meetings must be open to the public. Meeting spaces may only be used by applicants and users that do not unlawfully discriminate in their membership practices.

Meeting spaces are not available for private social gatherings (parties, weddings, bridal showers, baby showers, family reunions, graduation ceremonies, etc.).

The meeting room may not be used for fundraising purposes unless the funds raised directly benefit the Churchill County Library. Registration fees covering materials are permitted. Buying and selling are not permitted on library property unless given explicit approval by the Library Director or his/her designee in advance. Meeting room users, groups, or individuals may not charge or solicit fees, dues, or donations as a condition of attending, or during any meeting or program.

All Library-sponsored and Churchill Library Association sponsored meetings/programs take first priority on the schedule. The library reserves the right to reschedule an existing reservation if the space is needed for a program or meeting. The library will give a minimum of 30 days written notice to the person or group whose reservation will be rescheduled.

A. Scheduling

1. Reservations will be on a first-come, first-served basis. Reservations are made for a specific time, which must include any time needed to set up and take down for the meeting. The library does not provide any equipment for meetings. The room has wireless access.

2. Meeting room may be reserved no more than sixty days in advance; with the exception of library programming. The meeting room application must be signed by an adult, age 18 or older who has a current Churchill County Library card, in good standing, to reserve the room. Groups comprised of minors under the age of 18 are required to have adult supervision at all times. Government agencies using the meeting room for educational programs to benefit the community are not required to have a library card.
3. If a group or individual wants to use the meeting room, a key must be checked out during library hours. Keys must be returned in person during library hours or placed in the book drop upon conclusion of the meeting if the library is closed. Failure to return the key may incur replacement costs and may result in the loss of future meeting room privileges.
4. If the library is forced to close due to an emergency situation, the meeting room will not be available and the library is not obligated to provide an alternate meeting space.

B. Safety

1. The library is not liable for injuries to people or damage to property, individuals, or organizations using the meeting room.
2. Groups and organizations using the library's meeting rooms shall adhere to regulations regarding the number of persons allowed to occupy a room at any given time. The numbers shall not exceed the limit prescribed and posted in that facility.
3. The room shall be left in the same condition in which it was found, including the placement of chairs and tables.
4. Activities that create a substantial risk of damage to or destruction of library property are prohibited in the library meeting room. The meeting room must be left in a clean and orderly condition. Groups and individuals will pay the cost for repair of any damages to facilities or equipment for which the group or individual is responsible.
5. Accidents and any damage caused to library or County property are to be immediately reported to library staff.

C. Acceptable Room Use

1. Groups and individuals using the meeting room may not disrupt the use of the library by others. Persons attending meetings or programs are subject to all applicable Library and County policies. Churchill County Library reserves the right to revoke meeting room privileges at any time when policies or procedures are not followed. Print copies of library policies are available upon request or at our website.
2. Food and non-alcoholic beverages may be served upon the approval of the Library Director or his/her designee. Alcohol may not be served except at library sponsored functions. The meeting room may not be used to cook or warm food except at library sponsored functions. The use of canned or open flame (such as candles, sterno) and other heating devices (such as electric burners, hot plates) is prohibited except at library sponsored functions.

3. Set-up and clean-up are the responsibility of the group. All groups are responsible for cleanup of the room, including removing trash and any other meeting materials left behind. Library staff will not be available to help.
4. Any group or individual using the meeting room must remove all personal property. No storage will be allowed before or after the time reserved for using the meeting room. The library is not responsible for lost, stolen, or damaged property. The library will not be responsible for materials or equipment left in the building.
5. Library staff will have access to the meeting room at all times and may attend or observe any meeting or any program at any time. The name, address, website, and/or phone number of any library, including the Churchill County Library, may not be used as the address or headquarters of any group. No applicant or groups and individuals using the meeting room may imply library sponsorship agreement without prior approval, and such approval shall be in writing and in accordance with library policy.

D. Publicity

1. Publicity notices promoting a meeting or event being sponsored by an outside group or organization must include the following disclaimer: "The Churchill County Library does not advocate or endorse the viewpoints of meetings or meeting room users."
2. The use of the meeting room by a non-library group shall not be publicized in such a way as to imply library sponsorship of the group's activities.
3. The person signing the meeting room contract is the contact person for the group and becomes responsible for answering questions from the public. The library will not assume this responsibility.

Failure to adhere to these conditions may result in loss of future privileges in the use of any Library facility.

Revised and approved by the Churchill County Library Board of Trustees on

Library Meeting Space Application

Acknowledgments

I, as an individual, or as a representative of the below community group or non-profit organization, accept financial responsibility for any damage or loss of Churchill County Library (hereinafter "Library") equipment incurred to the Library as result of use of Library meeting space.

The use of meeting space shall be at the sole risk and expense of myself, my community group, or my non-profit organization and the Library is expressly relieved of any responsibility for any damage or loss to me or any other party resulting from such use.

By initialing below, I am attesting that I have read the Churchill County Library's Meeting Room Policy, and agree to abide by all terms and conditions stated therein, noting the following:

_____ All use of meeting spaces must be free and open to the public.

_____ Meeting spaces may only be reserved by individuals, community groups, or non-profit organizations.

_____ No solicitation or selling of goods or services, or fundraising activities may take place.

_____ Meeting spaces are not available for private social gatherings (parties, weddings, bridal and baby showers, family reunions, graduation ceremonies, etc.).

_____ Refreshments other than dry snacks and covered beverage containers are not permitted in meeting spaces.

_____ The Library reserves the right to reschedule an existing reservation if the space is needed for Library-sponsored and Churchill Library Association sponsored meetings/programs.

ALL FIELDS ARE REQUIRED

Name of Person Reserving the Room

Name of Community Group or Non-Profit Organization

Phone Number

Library Card Number

E-Mail Address

Address

Type of Organization

Purpose & Description of Meeting

Date of Meeting

Day of Week of Meeting*

Start Time*

End Time*

Number Attending*

By signing this Application, I certify that I have authority to sign on behalf of the Community Group or Non-Profit Organization listed above. By submitting this form, the undersigned individual/organization, hereby releases, remises and waives any and all claims against the Churchill County Board of Library Trustees, the Churchill County Board of County Commissioners, Churchill County, and/or the Library staff for any injury to persons or damage to property suffered by such group or any of its member during or as a result of the use of the meeting room.

Signature

Email completed form to info@churchillcountylibrary.org

Please contact Churchill County Library at 775-423-7581 if you do not receive a confirmation of your meeting room request within 3 business days.

D-r2



H1-r5



H1-r3



K1-r3



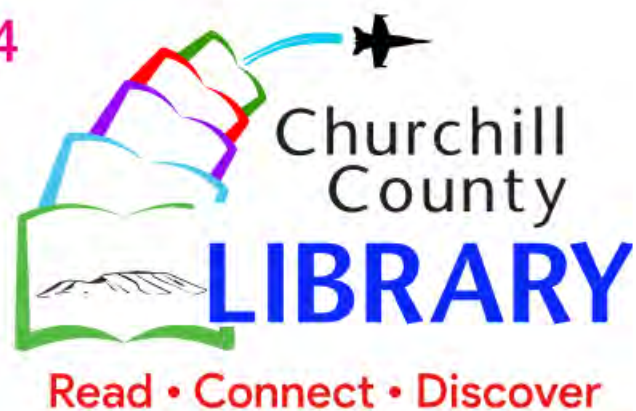
J-r2



J-r3



M-r4



A Churchill
County

B Churchill
County

C Churchill
County

D Churchill
County

E Churchill
County

F Churchill
County

G CHURCHILL
COUNTY

H Churchill
County

I Churchill
County

J Churchill
County

K Churchill
County

1 Library

2 Library

3 Library

4 Library

5 Library

6 Library

7 Library

8 Library

9 Library

10 Library