

**LIBRARY BOARD OF TRUSTEES' MEETING AGENDA
WEDNESDAY, FEBRUARY 17, 2010
4:00 P.M.**

**Downtown Reno Library
301 South Center Street
Reno, NV 89501**

PURSUANT TO NRS 241.020, THE AGENDA FOR THE TRUSTEE MEETING HAS BEEN POSTED AT THE FOLLOWING LOCATIONS: WASHOE COUNTY COURTHOUSE, WASHOE COUNTY ADMINISTRATION BUILDING, DOWNTOWN RENO LIBRARY, INCLINE VILLAGE LIBRARY, NORTH VALLEYS LIBRARY, NORTHWEST RENO LIBRARY, SIERRA VIEW LIBRARY, SOUTH VALLEYS LIBRARY, SPANISH SPRINGS LIBRARY AND SPARKS LIBRARY. FURTHER, IN COMPLIANCE WITH NRS 241.020, THIS NOTICE HAS BEEN POSTED ON THE OFFICIAL WEBSITE FOR THE WASHOE COUNTY LIBRARY SYSTEM AT www.washoecountylibrary.us

SUPPORT DOCUMENTATION FOR ITEMS ON THE AGENDA PROVIDED TO THE LIBRARY BOARD OF TRUSTEES IS AVAILABLE TO MEMBERS OF THE PUBLIC AT THE DOWNTOWN RENO LIBRARY ADMINISTRATION OFFICE, 301 SOUTH CENTER STREET, RENO, NEVADA. WE ARE PLEASED TO MAKE REASONABLE ACCOMMODATIONS FOR MEMBERS OF THE PUBLIC WHO ARE DISABLED AND WISH TO ATTEND MEETINGS. IF YOU SHOULD REQUIRE SPECIAL ARRANGEMENTS FOR ANY TRUSTEE MEETING, PLEASE CONTACT OUR OFFICES AT 327-8341 24 HOURS PRIOR TO THE DATE OF THE MEETING.

Unless otherwise indicated by an asterisk (*), all items on the agenda are action items upon which the Library Board of Trustees will take action.

- * 1. Roll Call
- * 2. Public Comment and Discussion Thereon – Five Minute Time Limit Per Person
- 3. Approval of Minutes from Board Meeting of January 20, 2010
- 4. Old Business
 - * A. Staff Report Regarding the Budget Reduction Plan for Fiscal Year 2009/10
- 5. New Business
 - A. Discussion and Possible Action Regarding Adoption of the "Foundation for the Washoe County Library System Strategic Planning Process"
 - B. Discussion and Possible Action Regarding Strategies for Budget Reduction in FY 2010/11, Including Possible Direction to Staff Regarding Library Service in the North Valleys Area
- 6. Library Administration Report to the Board to Include Library Administration; Collaborations, Programs and Activities; Friends of Washoe County Library; and Media/Internet Coverage

- * 7. Financial Reports to Include the Monthly Expenditure Comparison Reports
- * 8. Monthly Library Usage Statistics Report
- * 9. Public Comment and Discussion Thereon – Five Minute Time Limit Per Person
- *10. Board Comment - Limited to Announcements or Issues Proposed for Future Agendas and/or Workshops
- *11. Adjournment

LIBRARY BOARD OF TRUSTEES' MEETING MINUTES January 20, 2010

DRAFT

The Board met in regular session at the Downtown Reno Library, 301 South Center Street, Reno, Nevada. Chair Fred Lokken called the meeting to order at 2:00 p.m.

ROLL CALL

Board Members Present: Tom Cornell, Dianne Drinkwater, Fred Lokken, Judy Simon and Al Stoess

Library Staff Present: Brenda Baxter, Shelley Brant, Kristin Cannard, William Carlin, Tammy Cirrincione, Max Conelly, Patti Day, Corinne Dickman, Dave Eveland, Lorna Grasso, Debbie Gunderman, Nancy Keener, Barbara Lentz, Carol Lloyd, Julie Machado, Arnie Maurins, Maureen McElroy, Charlene McMasters, Jennifer Oliver, Brenda Owens, Pam Rasmussen, Bonnie Saviers, Cecily Small, Donna Smith, Andy Tavener, Dianne Varnon, Scottie Wallace, Beate Weinert and Rocky Badolato

County Staff Present: Deputy District Attorney Herb Kaplan and Budget Analyst Anna Heenan

Public Present: Len Crocker, Lois Crocker and Martha Gould, Friends of Washoe County Library Board, Robert Desoto

WORK SESSION

Review of Washoe County Financial Outlook

Mr. Maurins advised the Board that the latest projection is that there will be a \$25,000,000 shortfall. There are efforts being made to reduce that amount.

Formal Request to the Board of County Commissioners by the Library Board to Preserve the 2010/11 Library General Fund Budget

The Library Board reviewed the information submitted in the Board packet.

After discussion, the Board suggested the following changes to the letter be made:

- o Place "Economic Benefits of Libraries" at the beginning of the letter
- o Move the section "Library services address critical needs" to the beginning with "social services, health and public safety" as bullet points under that
- o Emphasize employability along with quality of life
- o Include examples directly related to the bad economic times including resumes, job searching, literacy, accessing social service programs
- o Under the last bullet point "Fostering a sense of community", clarify "neutral public space"
- o Under the second bullet point regarding places for youth to go, add the words "safe, supervised"
- o Include tangible examples such as showing how we are improving literacy skills
- o Make the letter reflect how much goes on in this Library System on a daily basis
- o Expand on our role with education and include statements on how we support the schools and students within the Washoe County School District
- o Include specific documentation about the community services being provided
- o Emphasize the special role that we play with both the underserved and underrepresented population
- o Emphasize the assistance and library materials for home-schooling parents
- o Incorporate the budget measures already taken

After further discussion, due to time constraints the Board agreed to delegate to Mr. Maurins the authority to compose a letter for which the Board will review and sign before going to the Board of County Commissioners. Based on Open Meeting Law concerns, no changes will be made to the letter. The Board requested the final letter be included in the February 2010 Board packet.

On motion by Ms. Simon, seconded by Ms. Drinkwater, the Board approved its endorsement of the letter.

Adoption of the Washoe County Library System 2006/2011 Strategic Plan Addendum

The Library Board reviewed the information submitted in the Board packet.

An updated addendum was distributed. Mr. Maurins reported the Board approved a 2010/2014 Strategic Plan but the latest Strategic Plan on file with the State Library is the 2006/2011 plan. This is an addendum to that plan.

Mr. Maurins noted that he is not asking for approval of the new Mission Statement, but would like an endorsement of the general ideas in the document. He noted that the budget cuts need to be planned in a way that would allow expansion in a sustainable way when the budget improves.

Following discussion, the Board made these recommendations:

- o Move the chronological developments to the front and follow with the mission and guiding principles
- o Add headings to each separate section
- o Add a strategy to include the Friends of Washoe County Library and patrons in discussions regarding the philosophical changes for the Library System

Upon questioning by the Board, Mr. Maurins explained that the Library is serving 18 percent more people, based on population and not usage figures.

On motion by Ms. Drinkwater, seconded by Ms. Simon, which motion duly carried, the Board approved the draft proposal provided by Mr. Maurins in concept. The revised version of the Strategic Plan Addendum will be presented at the February Board meeting for review and approval.

Direction to Staff Regarding Potential Branch Closures, Changes in Public Hours and Topics Relating Thereto

The Library Board reviewed the information submitted in the Board packet.

Mr. Maurins acknowledged the collaborative effort of the management staff that developed the spread sheets and staffing recommendations. Dianne Varnon, Associate Library Director, acknowledged Corinne Dickman, Spanish Springs Library Manager, for her part in the creation of the Executive Summary.

Ms. Varnon reviewed the information in the Executive Summary and the Staffing Scenarios and noted that these are only suggestions and possible scenarios. If the Library budget is cut significantly, staffing is the only place to cut. She also discussed reducing the burden on the library expansion fund as those dollars will be needed to move forward into recovery.

Upon questioning by the Board, Ms. Varnon explained the third column on the Staffing Scenario reflects the Library having to cut less than \$1,500,000, and if staff salaries are moved into the general fund, it would help keep the Senior Center open. The Board asked the Senior Center be one of the priorities.

Upon further questioning by the Board, Mr. Maurins explained that the materials budget for the current fiscal year is approximately \$660,000, almost 50 percent less than two years ago. There is a State Library standard stating that libraries spend 10 percent of the total budget on materials. Washoe County Library has not been able to meet that standard and is currently operating under a state waiver.

The Board commented that the public and County officials need to be made aware of the direct impact of each decision that has been and will be made since few people actually observe these discussions. The effects on the Library and the public must be documented.

Upon further discussion, the Board noted they are willing to endorse the direction of looking at having fewer facilities open. Mr. Maurins noted that the Library is making an effort to communicate the impacts of library closures and less staff to the public by distributing a handout explaining what has already been done and what the likely impacts are going to be if significant cuts are made.

PUBLIC COMMENT

Martha Gould, former Library Director, discussed the following items:

- o The Downtown Reno Library is the most expensive facility to operate, and she suggested it be the one to be closed if necessary
- o Property in North Valleys was deeded specifically to build a library and she questioned if the County has followed that mandate
- o Library services are vital to economic development as companies coming into the area look at the quality of life institutions
- o She commended Mr. Maurins and the Library staff for the work done under incredibly difficult circumstances

Len Crocker, President of the Friends of Washoe County Library Board, provided the Board with background information on the Friends. It adopted a resolution Mr. Maurins will read into the record. The Friends have donated in excess of \$100,000 annually specifically for library programs and materials and while the hope is that it will not be necessary to close any facilities, he noted that whatever decision is reached, the Friends mission was and is to support the Library System.

Robert DeSoto, patron, discussed his memories of Governor Michael O'Callaghan and his part in the creation of a mobile library many years ago. He noted that the Library is beyond education. Libraries preserve our culture, civilization and history. Because of the Library, he has been able to contact people he has not seen in years. He thanked the Library and noted that he has learned more in libraries than in a classroom.

Mr. Maurins read the following into record:

- o Resolution from the Friends adopted January 6, 2010

"Be it resolved: that the Friends of Washoe County Library's mission is to support programming, materials and equipment that sustain our Library System. Directing any of our donated funds to other uses, such as operating costs associated with closing libraries, would be extremely detrimental to our fund raising efforts and against the principles of our organization."

- o Memo from Vicki Newell, Northern Nevada Literacy Council, to the Washoe County Library Board of Trustees from the Northern Nevada Literacy Council Board of Directors and Executive Director regarding the closing of the Sierra View Library and Community Resource Center.

"Our organization is in sympathy with the Library Board of Trustees as you face difficult decisions to address additional budget cuts. We understand your need to consider closing the Sierra View and North Valley branches. Our concern is the impact of closing the Community Resource Center.

As our community continues to experience additional workforce layoffs, our adult basic education (TMCC and NNLC) and adult high school (WCSD/AHS) programs are experiencing dramatic increases in the demand for services and have long waiting lists. Our job training/job readiness providers are also encountering similar demand. The Community Resource Center provides a vital service as undereducated unemployed reach out to community resources that can assist them in increasing their basic skills, work

readiness skills or study to obtain their GED certificate. The Center provides these services while elevating some of the burden being placed on our already stretched adult education program budgets. The Center's impact is reflected in the statistics Andrea Tavener is presenting to you today.

It is our hope that as you consider ways to address the Library's budget cuts you will consider keeping the Community Resource Center. If, in fact, Sierra View must be closed, we strongly recommend that the CRC be relocated to another Library Branch. If this alternative is not feasible, our organization would entertain a partnership with the Library Board of Trustees to house the Community Resource Center in the computer lab at our Adult Learning Center, 1400 Wedekind Road, Reno, Nevada.

Thank you for your consideration of our concerns. Sincerely, Vicki D. Newell, Executive Director and the NNLC Board of Directors."

SECRETARY'S REPORT

On motion by Dr. Stoess, seconded by Ms. Drinkwater, which motion duly carried, the Board approved the minutes of the December 16, 2009, meeting.

OLD BUSINESS

Staff Report on the Status of the FY 2009/10 Budget

Mr. Maurins reported that, on the advice of our budget analyst, the gift fund interest and Friends donation from their campaign will be kept in reserve, unless needed, until the end of the year.

NEW BUSINESS

Revisions to the By-Laws of the Library Board of Trustees

The Library Board reviewed the information submitted in the Board packet and took no action.

Disposition of the Mobile Library Bookmobile and Homebound Service Van

Jennifer Oliver, Development Officer, reported that since the Mobile Library was partly purchased with State Library LSTA grant funds, she is checking with the Grant Administrator from the State Library to determine if the vehicle can be sold and what kind of authorization we may need prior to selling.

Following discussion, Ms. Oliver advised that this item will be presented again after a response has been received.

Holiday Closures on Easter Sunday, Independence Day, Christmas Day and New Year's Day

The Library Board reviewed the information submitted in the Board packet.

Following discussion, on motion by Mr. Cornell, seconded by Ms. Drinkwater, which motion duly carried, the Board approved the holiday closures as presented.

Staff Report on the Library System's Collection Development Activities

The Library Board reviewed the information submitted in the Board packet.

Brenda Baxter, Youth Services, Outreach and Literacy Coordinator, commented that the information provided in the packet represents an outline of the Collection Management Plan that will be presented at the April meeting for approval. She noted that the Collection Development Policy is outdated due to the many changes in the last two years and will be updated.

Ms. Baxter invited the Board to visit Collection Development in the Sierra View Library and provided her telephone number.

Upon questioning by the Board, Ms. Baxter explained that since moving to a centralized process, there are eight Librarians from various branches who select and order materials for the entire system and are experts in the fields in which they order. These Librarians have 30 hours of responsibilities at their branches per week in addition to time spent selecting and ordering materials.

Staff Report on Community Resource Center Activities and Operation

The Library Board reviewed the report submitted in the Board packet.

Andrea Tavener, Program Assistant, emphasized the need and the vital service the CRC provides to the underserved population in the community. She noted that evidence can be provided to the Board showing that lack of education leads to an increase in crime rate. She further noted that there has been a huge increase in people utilizing these services, and given the current economic situation, she sees that doubling.

LIBRARY ADMINISTRATION MONTHLY REPORT TO THE BOARD

The Library Board reviewed the report and brochure distributed at the meeting.

Mr. Maurins commented that the brochure is given to patrons when they apply for a library card and is supplemented with branch-specific information.

FINANCIAL REPORTS

The Library Board reviewed the reports submitted in the Board packet.

MONTHLY LIBRARY USAGE STATISTICS REPORT

The Library Board reviewed the report distributed at the meeting.

Mr. Maurins advised that the Collection Development numbers are understated due to a discrepancy in November. The system vendor is working to resolve the glitch in the system.

PUBLIC COMMENT AND DISCUSSION

Scottie Wallace, Managing Librarian of the Downtown Reno Library, commented on the safety and supervision of children. She wanted to bring to the attention of the Board that there are policies and procedures in place dealing with unattended children in the Library. She noted that her responsibility is to protect and supervise the transmission of information, the quality of that information and do everything possible to insure that people have access to information. She clarified that she does not promise the safety of individuals nor supervise them, but does her best to insure a safe facility.

Jennifer Oliver, Development Officer and Friends of Washoe County Liaison, also acknowledged the Friends allocation of \$87,000, \$79,500 of which will be used for materials.

BOARD COMMENT

The Board commented on the success of the Friends and thanked them for the difference they make.

ADJOURNMENT

Mr. Lokken adjourned the meeting at 4:40 p.m.

DRAFT

TO: Library Board of Trustees
FROM: Arnie Maurins, Library Director
RE: Staff Report Regarding the Budget Reduction Plan for
Fiscal Year 2009/10 n
DATE: 12 February 2010

There is no written material on this agenda item.

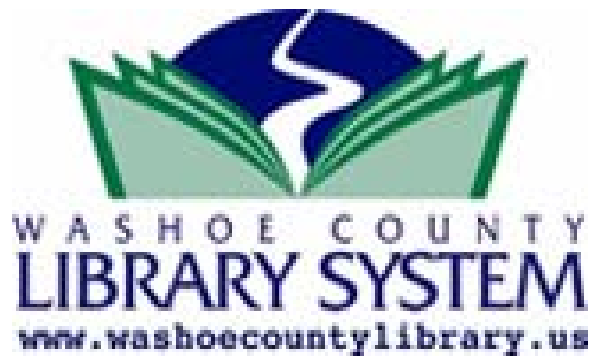
An oral report will be presented at the meeting.

TO: Library Board of Trustees
FROM: Arnie Maurins, Library Director
RE: Foundation for the Washoe County Library System's Strategic Planning Process
DATE: February 12, 2010

Background: At last month's Board meeting, you were presented with a document that was referred to as an "Addendum" to the Library's 2006-2001 Strategic Plan, the latest plan that was on file with the State Library. As it was put together at the time, the Addendum addressed the severe fiscal climate in which we now find ourselves, summarized major events in the Library System's history in order to provide context for how WCLS got to where it is today and laid out some principles and guidelines for our current and future planning efforts. You proposed some revisions to the document--including expanding certain sections to clarify their meaning and changing the order of the sections to make it flow in a past-to-present-to-future orientation—and asked that I bring it back to the February meeting.

As I was making the changes you recommended, I decided that the Addendum would be better utilized as a foundational guide for our ongoing strategic planning efforts, rather than as something to append to our existing plan. To reflect that change in purpose, I modified the title of the document and made additional revisions throughout the text.

Recommendation and Suggested Motion: Adopt the "Foundation for the Washoe County Library System's Strategic Planning Process" as a guide for the Library's future planning efforts.



Foundation for the Washoe County Library System's Strategic Planning Process

February 2010

Foreword

As I write this [February 2010], Washoe County, the state of Nevada, and the nation are reeling from an economic crisis. Unemployment is at 10% nationwide and over 12% within the Silver State. Home foreclosures in Nevada are among the highest in the United States. We, the Washoe County Library System staff, administration, and Board of Trustees, find ourselves in a place we never wanted to be, facing decisions we never wanted to make, much less implement.

Our budget has been slashed nearly 40% from just a couple of years ago. We have closed two library branches and curtailed valuable and much-needed services. We face closure of still more branches and the ugly specter of staff layoffs is nightmarishly near. In short, the fiscal climate in which we find ourselves is unprecedented. In addition, even after the local and state economies recuperate, tax revenues will likely stabilize at lower levels and never again grow as dramatically as they did during the late 1990's and early to mid 2000's. This budgetary reality will require a collective mind-set focused on *sustainable service delivery*.

With the above situation in mind, this document presents background, guiding principles and direction for the Washoe County Library System strategic-planning process. It is meant to inform that process and to help us readjust our thinking and our planning for library service in Washoe County, based on the "new normal" that is taking shape even as the economy begins its recovery.

While those of us who comprise the Washoe County Library System are committed to making and following through with the extraordinarily difficult decisions before us, we are equally committed to planning for the economic turnaround which will surely come. To help us make sense of where we need to go, we need to understand where we've been and take a good, hard look at where we are. What follows, then, is a framework for the Library System's recovery and continued future success.

Arnold Maurins, Library Director

Washoe County Library System: *Where we've been*

1904: Washoe County Library System began with the opening of Reno's **Carnegie Free Public Library** at the corner of South Virginia and Mill Streets. The Carnegie Library was replaced by larger space in the old State Building in Powning Park across Mill Street. The latter building was erected by the State of Nevada on a site leased by Washoe County.

1932: **Sparks Library** opened its doors in January at its first location on B Street (now Victorian Avenue). Its current location is near Oddie Boulevard and 12th Street in Sparks.

1950s: The first mobile library in Washoe County Library System, the **Book Bus**, became a reality and served the residents of Wadsworth, Gerlach and Empire. By 1966, Washoe County had two libraries on wheels.

1966: Reno saw the grand opening and dedication of the **Downtown Reno Library**, a gift from the Max C. Fleischmann Foundation to the people of Washoe County. The architecturally unique building designed by Hewitt C. Wells continues to serve residents and visitors to Downtown Reno.

1966: The County Commission designated County funding for staff and materials in order to offer public library service within **Incline Village Elementary School**, thus creating the first partnership library for Washoe County Library.

1973: **Stead Branch Library** opened in a former armed services building to serve residents of the outlying north areas.

1978: **Incline Village Library**, this area's first free-standing public library, opened. The land was donated by Boise Cascade, and a grant from the Max C. Fleischmann Foundation was received to help with construction costs.

1978: A grant also allowed the **Senior Center Library** to open its doors in the Washoe County Senior Center building. It became a partnership library in 1991.

1984: When it was no longer economically feasible to drive the Bookmobile 200 miles from Reno to Gerlach to provide library services, **Gerlach High School/Community Library** became a partnership library in Washoe County. The library was originally located in the school's former lunchroom, but a new library facility was provided in 1996, providing service to students and the general community.

1985: A **Citizens' Blue Ribbon Advisory Committee on the Future of Washoe County Library** was formed by the Board of County Commissioners to consider funding, facilities and services. The final report of the Committee was issued in February 1987. It featured 10 recommendations regarding the restoration, improvement and/or expansion of services, all but 1-1/2 of which were implemented (in many cases later than the specified time frame, but carried out nevertheless). The recommendations included: Restoration of hours and children's services at the Downtown Reno and Sparks Libraries; opening a library in the North Valleys area; moving Administration and Technical Services out of the Downtown Reno Library (50%

accomplished); opening establishing a library in the Northwest Reno area; upgrading the Library System's database-searching capacity; and opening a permanent library in the South Truckee Meadows area.

1987: Sierra View Library opened in a leased shopping center storefront with the intent of providing interim services to a growing south Reno population until a permanent building could be erected. This action satisfied a recommendation of the Blue Ribbon Advisory Committee to provide service to the South Truckee Meadows. Although never intended to be this branch's permanent location, Sierra View has continued to reside in its original leased storefront.

1988: The **Stead Library**, after a brief period as Peavine Library, finally became the **North Valleys Library**. The branch moved into a leased storefront location in Golden Valley to provide interim, expanded services until a free-standing building was erected. The North Valleys branch has continued to reside in its leased location.

1992: Galena Community Library opened as a partnership library inside the new Galena High School with the intention of providing interim services to the public. This library was absorbed by the South Valleys Library in 2003.

1992: Verdi Community Library opened as another Washoe County partnership library.

1994: A partnership library was provided for the Northeast Reno community in Traner Middle School. Renamed **Duncan/Traner Community Library**, this branch moved into a modular structure in October 1997, financed by a block grant from the City of Reno and matching funds from Glen Duncan Elementary School.

1995: Internet Branch opened as first public library web site in Nevada and the first web service by Washoe County.

1995: Mendive Community Library became a partnership library in Washoe County when it opened in the new Mendive Middle School and served the East Sparks community until 2008.

1995: Billinghurst Community Library opened as a partnership library inside Billinghurst Middle School with the intention of providing interim services to the public. This library was absorbed by the Northwest Library in 1999.

1999: Northwest Reno Library opened, fulfilling an objective of the Blue Ribbon Committee and funded by the 1994 tax override approved by Washoe County voters.

2001: Bookmobile service returned to the Reno-Sparks area with the addition of the **Mobile Library**, made possible largely due to grants and donations.

2002: The Verdi partnership library expanded into the **Verdi Community Library and Nature Center**, which opened on the grounds of Verdi Elementary School as a three-way partnership between the School District, the Library and the Nevada Division of Wildlife. A significant amount of funding was raised directly by the residents of Verdi.

2003: South Valleys Library opened in the South Valleys Regional Sports Complex after voters approved a bond issue for library construction in 2000. Building this library met the Blue Ribbon Advisory Committee recommendation of opening a permanent South Truckee Meadows branch library.

2005: Spanish Springs Library opened in the Lazy 5 Regional Park on the Pyramid Highway. The 30,000 square foot building was funded by the 2000 bond issue passed by voters for libraries and parks.

2005: The new **Incline Village Library** facility in Incline Village was completed, funded by the 1994 tax override approved by Washoe County voters.

Mid to Late 2000s: Washoe County Library System implemented changes to help weather looming fiscal challenges. Specific examples of these operational changes follow.

2006: Centralized selection of books and audiovisual materials began. Centralizing library materials selection has concentrated ordering, acquisition, processing and distribution in one location. The direct result is that WCLS makes smart choices by using both ‘system-think’ and public need when acquiring materials as opposed to all functions being performed in individual library service locations.

2008: Sharing (“floating”) WCLS library materials among branches began. Sharing materials among branches enabled items to stay in whatever branch location the public returned them. This helped reduce the number of items needing to be transported between library branches and supported greater variety in branch holdings for public browsers.

2008: Mendive Community Library closed due to Washoe County budget cuts with the expectation that Spanish Springs Library and Sparks Library could meet the needs of most of those residents.

2009: Internet Branch was redesigned to enable expansion of remote electronic services.

2009: Centralized selection of periodicals began. Centralizing periodical and standing order collection development allowed us to minimize duplication and maximize efficiency, while continuing to provide adequate library service, largely thanks to database subscriptions held by WCLS that deliver 24/7 public online access.

2009: Began systematic selection and evaluation of targeted databases available on a 24/7 basis.

2009: In July, Washoe County Library System **public service hours** were reduced by 25% due to budget cuts.

2010: Mobile Library service was suspended indefinitely in January due to County budget cuts.

2010: Public Library **Outreach Service** was suspended indefinitely in January due to County budget cuts.

Decreasing Revenue, Increasing Population: *Where we are now*

The Washoe County Library System (WCLS) has been disproportionately impacted by the current economic crisis and will continue to be negatively impacted in FY2010-11. Property taxes and sales taxes are projected to decline by 7%-12%, our area's unemployment rate is over 12%, and existing median single family home values have fallen 48% to \$182,950 in 2009.

To put the numbers in perspective, with an operating budget of \$8,107,863 for FY2010 and a population of 423,833, we are serving 18% more people than when the Library System last had 8 million dollars in general funds, back in FY 2002. Since the Library's budget peak in 2008 of \$13,087,945 there has been a 39% cumulative decrease.

The Washoe County Library System must now actively respond by making additional difficult, strategic cuts to much needed library services and, most probably, laying off some of the employees who provide them. As difficult and painful as these steps will be, they are intended to position WCLS to grow conservatively and sustainably as the fiscal picture improves in Washoe County.

Mission and Principles: *A Framework for the Library System's Future*

Washoe County Library System's current mission statement was developed in 2006:

The Library is a cultural center, offering lifelong enrichment opportunities through access to ideas, information and the arts.

A possible new Washoe County Library System mission statement, with a greater emphasis on the value of lifelong learning and enrichment:*

Through innovative and trustworthy public library services, we connect our clientele with the resources they need to enrich their lives, building an educated and knowledgeable community one individual at a time.

* All library staff as well as the Trustees will have the opportunity to offer their opinions on the merits of this proposed mission, and to propose alternative versions as well.

The following values and principles will guide Washoe County Library System employees, administrators and trustees in achieving the mission:

- **Education:** We offer lifelong learning and enrichment as the core foundation of our service.
- **Reading:** We promote reading as a basic functional life skill.

- **Excellent Public Service:** We meet our clientele where *they* are by accepting diverse backgrounds and world views, and we strive to provide access to all.
- **Staff:** We retain and recruit highly qualified, diverse public library staff members who can expect timely training and development opportunities.
- **Library materials:** We provide Washoe County citizens with relevant and timely books, newspapers, magazines, databases, audio-books, downloadable books, and emerging formats, as well as 24/7 on-line access to the catalog and the Library web site.
- **Fiscal responsibility:** We support only those facilities, vehicles, services, partnerships and activities that are sustainable and allow WCLS to function effectively within the realities of our financial limits.
- **Visibility:** We actively market and promote the public library's value to all constituents, including decision and policy makers.
- **Board of Trustees:** Library board members reflect the diversity of our constituents and have a demonstrated interest in best public library practices as defined by national, state and local library standards and principles.

Primary Service Responses:

Lifelong Education and Enrichment – WCLS addresses people's desire for information, knowledge, learning and personal growth and provides the necessary resources to accomplish that goal.

Commons – WCLS addresses the need of people to meet and interact with others in their community and to participate in public discourse about community issues.

Future Directions

Our responses to the new reality must include:

1. Planning for quality, sustainable public-library services that meet identified community needs uniquely suited to WCLS's distinctive mix of human, knowledge-based and technological resources
2. Consolidating library service into free-standing, tax-supported, County-owned facilities
3. Identifying projected areas of greatest growth where library service is needed
 - According to the Truckee Meadows Regional Planning Agency, the greatest growth anticipated in our service area is in the north Reno area (North Valleys, Cold Springs, Winnemucca Ranch), South Washoe County to the county line, Spanish Springs and East Sparks (east beyond Spanish Springs). We propose the following

geographic locations for library, subject to community input and to future review by a library facilities consultant:

- One urban Reno*
- One urban Sparks*
- One suburban South Reno*
- One suburban North Sparks*
- One suburban West Northwest Reno*
- One suburban Incline Village –Tahoe*
- One suburban East Sparks
- One suburban North Reno

[*There are currently County-owned branches in these areas.]

4. Re-evaluating and modifying WCLS job specifications, keeping in mind our system roles, the provision of excellent public library service, changing technologies, library service sustainability and future library service expansion

→ WCLS will soon be resuming its Workforce Development project. This effort will include, among other tasks: (1) identifying the knowledge and skills that library employees in all job classes should have in order to provide excellent customer service and function effectively in a modern library; and (2) revising existing job descriptions and recruitment tactics in order to attract and hire people who have the right mix of knowledge, skills and attitudes to meet the needs of library users well into the future.

Foundation for the Washoe County Library System's Strategic Planning Process, February 2010

SERVICES SUPPORTING PRIMARY SERVICE RESPONSES

For fiscal year 2011, based on our current limited budget, staff, materials and technological resources, we have established a base level of library services, supporting our two service responses. As we look to the future, we will build from this foundation to develop the resources required to expand the quantity and quality of services we offer in response to community needs.

Services supporting **Lifelong Education and Enrichment**

- Provide a collection of materials that is diverse, current and relevant in a variety of formats, including paper, audio-visual, media and electronic.
- Provide public computers and printers.
- Provide wireless access and/or high-speed access to the Internet.
- Provide answers to questions on a wide array of topics in person, by telephone and via e-mail.
- Assist users in using resources to find information, such as using electronic databases.
- Provide readers' advisory services to assist users in locating materials of interest, including maintaining a readers' advisory web page.
- Display "new" and/or topical materials for efficient access by users.
- Allow users to place holds on materials online.
- Present a year-round reading program for all ages.
- Provide downloadable books for circulation.
- Provide information on issues of public policy and maintain a web page with links to local, state, and federal information resources.
- Provide paper and electronic copies of local information such as reports from governmental agencies, environmental reports, adopted plans and planning documents asking for citizen input.
- Present programs in partnership with local and national organizations that promote democracy and civic involvement (census, voting, radon and air quality.)
- Provide tax forms and volunteer tax advisers.
- Provide voter registration forms.
- Maintain a community events bulletin board and distribute publications from community organizations.
- Participate on community task forces and committees involved in human services planning for the community.
- Provide programs on a variety of topics of interest to various age groups in the community (history, travel, science, foreclosures, estate planning, etc.).
- Work with local organizations, such as the Humanities Council, to co-sponsor programs on topics of interest to various age groups, and/or participate in such special projects as "One Book, One City"
- Present regularly scheduled story programs including interactive components such as singing, puppets and learning activities.

Foundation for the Washoe County Library System's Strategic Planning Process, February 2010

- Provide theme packets that include books, tapes, toys, software, and games for parents, educators, senior citizens and caregivers, such as *kinder kits* and *bi-focal kits*.
- Provide computers with appropriate programs for preschool children at the current level of service.
- Provide access to online e-books for preschool children at the current level of service.
- Provide one-on-one assistance to help job seekers develop resumes and learn how to conduct electronic job searches.
- Provide literacy and educational support for all ages, such as self-guided programs designed to help people take education or employment aptitude tests. (Eg. Learning Express)
- Provide proctoring service.
- Subscribe to an online interactive homework help service.
- Provide study rooms.
- Provide tours of the library.

Services supporting Commons

- Provide meeting and study rooms for public use.
- Provide comfortable seating throughout the library.
- Provide a gallery or exhibit space.
- Mount exhibits and displays that are created by local residents, including items from personal collections or that reflect the cultural heritage of community residents.
- Provide performance space.
- Provide games and electronic gaming opportunities.
- Offer programs on various aspects of the cultural heritage of community residents (art, customs, dance, history, holidays, literature, and music) in collaboration with local agencies and organizations.
- Provide physical space for voting.
- Maintain a library events web page.



January 22, 2010

Washoe County Board of Commissioners
 P O Box 11130
 Reno NV 89520

Dear Commissioners:

The Library's management staff has determined that any appreciable additional budget cut will result in employee layoffs and closed library branches. The Washoe County Library Board of Trustees understands and appreciates that you will have extremely difficult decisions to make during your upcoming deliberations regarding the County's budget situation. Nevertheless, on behalf of the Library Board, I respectfully request that you preserve the Library's FY 2010-11 budget to the fullest extent possible and that you do not require any further reductions from the Library.

By virtue of being placed in a "Culture and Recreation" service tier, the Library has seen its General Fund budget reduced by more than 38% over the last two years. By comparison, the departments in the "Public Safety" tier have had their budgets reduced by a net 1% over the same time period.

Library services address critical needs, and the Library System does not fit neatly into a "Culture and Recreation" category. Libraries provide economic benefits, educational support, social services, and health information, and they also improve public safety through their role as a gathering place.

The Library System delivers **economic benefits** in four important ways:

- Directly to library users, by offering internet job searching, help with online employment applications and government forms. In addition, libraries allow individuals to borrow books, and other materials instead of having to buy them, which is especially valuable during tough economic times like these.
- To the community at large, because viable public libraries are one of the key services that attract businesses considering relocation from one area to another
- To new local businesses, by providing training resources to develop a skilled workforce, along with other materials and guidance for starting or growing their companies
- To local businesses located near libraries, which serve as "magnets" that attract additional potential customers

The Library **invests** its budget in people's education, growth, skills and capabilities, improving the lives of library users in tangible, meaningful ways and thereby benefiting the community as a whole. In terms of direct economic benefit to library users, every dollar invested in materials, technology, and trained library employees creates a return of more than three dollars, as demonstrated in the recent Washoe County Library "Return on Funding" (ROF) study performed by a grant-funded consultant. Preliminary estimates for FY 2008-09 indicate that the ROF is closer to 4:1, i.e. four dollars of benefit for every dollar invested.

The Library System supports and promotes education, self-improvement and enrichment.

- Improving literacy skills through reading-readiness programs and year-round reading clubs, literacy software and computer access for adults, and providing reading materials in a variety of formats (print, online, downloadable audio books)
- Offering help and resources for students of all ages, supporting the respective missions of the Washoe County School District and TMCC through trained information-services staff, books and other resources, online tutoring and instructional assistance, and separate web pages devoted to children and teens
- Providing information and curriculum-related materials for home-schooling parents
- Providing a free database of academic and employment tests
- Assistance with employment applications, access to government services and GED testing
- Free access to computers and the internet
- High-quality and trustworthy materials and information—provided through the assistance of trained, knowledgeable staff—on physical and mental health, consumer issues, financial advice, home repairs and improvements, and other life-enhancing topics.
- Supplying resources for acquiring new knowledge or skills—books, DVD's and databases covering current events, business, languages, science, technology, the arts, history and travel
- Offering informational programs on topics such as computer training, protection against fraud, testing for radon, domestic violence prevention, and literacy activities for families
- Serving as sites for income-tax assistance

The library serves as a gathering place and fosters a sense of community.

- Libraries serve as “neutral public spaces.” They belong to everyone in the community equally. Washoe County’s libraries, like many others around the country, are becoming gathering places where people of all ages, races, classes and cultures can congregate, filling a need that often cannot be met by other public facilities in the community.
- Providing meeting rooms for clubs and organizations such as Citizens’ Advisory Boards, regional planning meetings, home schoolers, public-health groups and book clubs.
- Making available welcoming, productive places for youth to go after school to work on class assignments, whether individually or in groups
- Providing art galleries featuring local artists and a variety of media
- Displaying exhibits of books, scientific information, historical topics, and collectibles
- Serving as sites for both early and election-day voting
- Offering programs (mostly grant-funded) featuring music, dance, theater and other arts

For the reasons stated above, the Library Board of Trustees believes that the Library System delivers vital services to the community, that it has already contributed more than its share to the County’s budget-reduction efforts, and that going forward into FY 2010-11 it should not be required to make any further spending cuts.

Sincerely,

Fred Lokken
Chair, Library Board of Trustees

TO: Library Board of Trustees
FROM: Arnie Maurins, Director
RE: Feasibility Study for Setting Up Interim Library Service in the North Valleys Regional Park
DATE: February 11, 2010

Background: On Friday, February 5, Dianne Varnon, Trustee Al Stoess and I met with Assistant County Manager John Berkich and several staff members from Finance and Public Works. The focus of the meeting was the Library's leased facilities--Sierra View, Downtown Reno and North Valleys--and on the ramifications of closing each of them as a strategic and budgetary measure. I will review the key outcomes from this discussion at the Library Board meeting. This memorandum addresses one specific idea that came out of the leased-facilities meeting: the potential for alternative library service in the North Valleys Regional Park should the Library System cancel its lease in the North Hills Shopping Center.

The consensus of the County staff present was that terminating the North Valleys lease would likely be an acceptable strategic budget reduction to the County Commission, especially if the Library could arrange for some form of library service—at a necessarily reduced level—in the Community Center at the North Valleys Regional Park. (As an endorsement of staff's selection of the Community Center building, Dianne and I had inspected various County facilities in the surrounding area last spring and concluded that the Community Center had the most potential to house a small library.) If feasible, this new service point would be viewed as strictly an interim measure until such time as a full-service library could be constructed or, alternatively, established in a suitable existing County building.

Accordingly, Mr. Berkich recommended that the Library Board be asked to authorize a study from the Facilities Division of Public Works, to determine the feasibility of setting up a small neighborhood library in an available room within the Regional Park's Community Center. If the Board directs me to request such a study, I would supply the Facilities Division with a proposed layout for the library, including space requirements for the desired functions, staff work areas, furnishings and equipment. The creation of such a library would, of course, be contingent upon the Library having a sufficient workforce to staff this facility along with the other libraries that remain open in FY 2010/11.

Recommendation and Suggested Motion: Authorize the Library Director to request a study from the Facilities Division of Public Works to determine the feasibility of establishing a small neighborhood library inside the North Valleys Regional Park Community Center, with the available services and room configuration to be determined by the Director in consultation with Library and Facilities staff.

DRAFT – FOR DISCUSSION ONLY**PROCEDURE TO:****(1) DETERMINE SAVINGS NEEDED FROM LAYOFFS AND****(2) IDENTIFY BRANCHES THAT CAN BE STAFFED ADEQUATELY WITH REMAINING EMPLOYEES**

1. Determine total amount of General-Fund target reduction:

5% as per BCC direction	\$478,000
Transfer of materials dollars from Expansion Fund to General Fund	\$100,000
Transfer of positions from Expansion Fund to General Fund *	\$131,000
Costs associated with vacating closed branches	\$ 15,000
TOTAL REDUCTION:	\$724,000

* \$131,000 is the total cost of the two least-expensive positions from among the non-Northwest Reno positions that have, since their inception, been charged to the Expansion Fund

2. Calculate how much of the Total Reduction has to be met through layoffs

OPTION 1: If Duncan/Traner, North Valleys and Sierra View are selected for closure:

Cancel Sierra View lease	\$224,900
Cancel North Valleys lease	\$175,900
Savings from new resignations	\$137,800
Remove related copiers from contract (assumes that 1 coin-op copier is transferred elsewhere)	\$12,000
SAVINGS FROM ABOVE ITEMS:	\$550,600

AMOUNT LEFT TO SAVE VIA LAYOFFS: \$173,400

OPTION 2: If Duncan/Traner, North Valleys and Downtown Reno are selected for closure:

Savings on Sierra View Lease	\$125,000
Cancel North Valleys lease	\$175,900
Savings from new resignations	\$137,800
Remove related copiers from contract (assumes that one coin-op is transferred elsewhere)	\$13,000
SAVINGS FROM ABOVE ITEMS:	\$451,700

AMOUNT LEFT TO SAVE VIA LAYOFFS: \$272,300

3. Sub-committee of management staff recommends 2-3 alternative lists of positions to be laid off in order to achieve the savings identified in #2 under the preferred option; included with each list are the likely impacts on public service, the ability to perform necessary supervisory/ administrative tasks, staff morale and the use of sick leave.

4. Determine: After factoring in resignations, the selected group of layoffs and the availability of certain Administration and Technical Services staff to work at branches on an occasional or short-term basis, are there enough employees in the appropriate job classes left to provide quality service at the remaining libraries? **If the answer is No**, then eliminate or reduce hours at branches working up from the bottom of the following list until the number and mix of employees is sufficient to adequately staff the remaining libraries.

Downtown Reno (under Option 1 above) OR Sierra View (under Option 2 above)

Sparks

South Valleys

Incline Village

NW Reno

Spanish Springs

Senior Center

Verdi (legal/financial issues related to closure are being researched)

North Valleys – Limited service at the N. Valleys Regional Park

LIBRARY ADMINISTRATION REPORT January-February 2010

LIBRARY ADMINISTRATION

- On February 3rd, I spoke before the Sparks Rotary Club about “Libraries of the Future,” presenting some of the comments and ideas we received during the community meetings on this topic that we held last summer with the help of the m3 planning consulting firm. While the gentleman who arranges speakers for the club had specifically asked me to talk about future libraries, I noticed that most of the questions from the audience were about our current services and our budget situation.

COLLABORATIONS, PROGRAMS AND ACTIVITIES

- On Friday, January 29th, the North Valleys Library hosted a naturalization ceremony for 15 individuals representing Bosnia-Herzegovina, Canada, Estonia, India, Indonesia, Mexico, Nepal, Peru, Philippines, Sweden and Vietnam. Commissioner Kitty Jung attended the event and was the keynote speaker. A citizenship ceremony (for children of naturalized citizens) was held at the Sparks Library on February 12th, and another one will take place at the Sierra View Library on May 27th at 1 pm.
- January was National Radon Action Month and UNR’s Cooperative Extension’s Radon Education Program held information meetings at five Washoe County libraries, attended by a total of 467 people. Each presentation included information about radon and its health risks, and how to test for and get rid of it. Each attendee also received a free radon test kit.
- About 25 people attended a Résumé Writing Workshop hosted by tutor.com at the Downtown Reno Library on January 26. The instructor taught attendees how to create a powerful, effective résumé that gets attention and interviews. Another résumé workshop will be scheduled for April 14 with the location to be determined.
- Nine libraries are hosting free tax help, thanks to AARP and IRS Certified VITA/TCE Volunteer Preparers. Participating are Downtown Reno, Incline Village, North Valleys, Northwest Reno, Senior Center, Sierra View, South Valleys, Spanish Springs and Sparks.
- Northern Nevada Reads - the biggest "community read" in the area – is well under way. Everyone is invited to read Robert Laxalt’s beloved novel, *The Basque Hotel*, attend some great events and share their own cultural heritage, all in keeping with the theme, “The Immigrant Experience in Northern Nevada.” Events at libraries include book discussions, a program on “Growing Up Basque,” and exhibits on Laxalt family history.

FRIENDS OF WASHOE COUNTY LIBRARY (www.washoelibraryfriends.org)

- The Friends continue their dynamic book-selling efforts, with monthly book-sales at 125 Gentry Way in Reno on the second weekend of the month and an extensive array of books and gifts at Secondhand Prose located in the Northwest Reno Library.

- In February, the Board approved a re-allocation to the Library in the amount of \$12,500 for the purpose of upgrading public broadband service (internet connectivity). The Board is proud to support this project, which they see as a positive step in a time when the Library and Trustees are having to make difficult decisions about the budget.

MEDIA/INTERNET COVERAGE

- Following last month's Board meeting, the Sparks Tribune published a lengthy article regarding the letter from the Board to the BCC and the possible ramifications of the Library having to make additional major spending reductions (see attached).

Arnie Maurins
Library Director

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

5-Feb-10

F/Y 2009 / 2010

CURRENT YEAR

PRIOR YEAR

<u>TITLE</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>
SALARIES/WAGES	\$ 5,185,018	\$ 3,430,549	\$ 1,754,469	66%	\$ 7,270,016	\$ 4,135,652	\$ 3,134,364	57%
EMPLOYEE BENEFITS	\$ 2,521,691	\$ 1,296,514	\$ 1,225,177	51%	\$ 2,543,755	\$ 1,407,831	\$ 1,135,924	55%
SERVICES & SUPPLIES	\$ 401,154	\$ 216,789	\$ 184,365	54%	\$ 1,655,794	\$ 881,348	\$ 774,446	53%
CAPITAL OUTLAY								
TOTAL:	\$ 8,107,863	\$ 4,943,852	\$ 3,164,011	61%	\$ 11,469,565	\$ 6,424,831	\$ 5,044,734	56%

WASHOE COUNTY LIBRARY SYSTEM

DEPARTMENT MONTHLY EXPENDITURE COMPARISON REPORT

WC-1

5-Feb-10

F/Y 2009 / 2010


CURRENT YEAR

PRIOR YEAR

<u>TITLE</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>	<u>BUDGET</u>	<u>EXPENDITURE</u>	<u>BALANCE</u>	<u>%</u>
SALARIES/WAGES	\$ 1,329,922	\$ 782,928	\$ 546,994	59%	\$ 1,354,730	\$ 736,534	\$ 618,196	54%
EMPLOYEE BENEFITS	\$ 494,268	\$ 332,402	\$ 161,866	67%	\$ 479,355	\$ 257,176	\$ 222,179	54%
SERVICES & SUPPLIES	\$ 1,150,070	\$ 364,136	\$ 785,934	32%	\$ 903,648	\$ 370,756	\$ 532,892	41%
CAPITAL OUTLAY								
TOTAL:	\$ 2,974,260	\$ 1,479,466	\$ 1,494,794	50%	\$ 2,737,733	\$ 1,364,466	\$ 1,373,267	50%

Washoe County Library System

Systemwide Monthly Library Usage Statistics Report Fiscal Yrs 2008-2009 / 2009-2010


	Accumulative														
	Checkouts			Library Visits			Patron Computer Use			Program Attendance			Internet Library		
	2008 - 2009	2009 - 2010	% Change	2008 - 2009	2009 - 2010	% Change	2008 - 2009	2009 - 2010	% Change	2008 - 2009	2009 - 2010	% Change	2008 - 2009	2009 - 2010	% Change
July	190,110	177,157	-6.81%	148,264	119,423	-19.45%	34,970	19,734	-43.57%	7,284	4,413	-39.42%	41,505	58,740	41.53%
August	173,638	177,814	2.41%	146,386	117,435	-19.78%	35,605	24,238	-31.93%	5,153	4,495	-12.77%	40,808	48,974	20.01%
September	175,573	179,386	2.17%	143,115	112,046	-21.71%	35,300	24,000	-32.01%	6,144	4,886	-20.48%	39,910	65,105	63.13%
October	183,513	178,650	-2.65%	183,013	115,190	-37.06%	36,394	22,374	-38.52%	13,182	5,736	-56.49%	40,266	69,008	71.38%
November	173,787	165,016	-5.05%	130,662	98,989	-24.24%	31,969	16,039	-49.83%	11,118	3,249	-70.78%	37,168	59,122	59.07%
December	168,200	163,860	-2.58%	129,680	98,857	-23.77%	31,942	19,777	-38.08%	5,116	3,786	-26.00%	36,305	64,443	77.50%
January	192,154	185,116	-3.66%	147,207	115,390	-21.61%	34,685	21,107	-39.15%	6,703	4,268	-36.33%	42,381	66,087	55.94%
February	182,819	0	0	142,370	0	0	33,037	0	0	6,267	0	0	39,914	0	0
March	203,360	0	0	158,490	0	0	35,348	0	0	6,601	0	0	45,627	0	0
April	188,635	0	0	147,051	0	0	36,063	0	0	5,626	0	0	45,101	0	0
May	180,934	0	0	134,230	0	0	33,816	0	0	5,853	0	0	41,600	0	0
June	189,094	0	0	139,698	0	0	34,392	0	0	5,167	0	0	42,632	0	0
Totals	2,201,817	1,226,999	-2.38%	1,750,166	777,329	-24.41%	413,521	147,269	-38.86%	84,214	30,833	-43.63%	493,217	431,479	55.02%
Totals to Date	1,256,975			1,028,327			240,865			54,700			278,343		

Note 1: FY 09/10 Checkout totals including all partnership/Collection Development: **1,229,804**

Note 2: FY 09/10 GRAND TOTAL (includes Library, Partnership, Coll. Dev., Downloadable Book, and Read & Share Checkouts): **1,292,093**

ITEM 8

***PLEASE NOTE:
 CHECKOUT TOTALS
 a. Reflect only public hours
 for Partnership Libraries
 b. Do not reflect Gerlach or
 Collection Development

Washoe County Library System										
Monthly Statistics Report for Fiscal Year 2009-20010										
For The Month Of: JANUARY										
	Library Visits		Checkouts		Patron Computer Use		Program Attendance			
	# visits	YTD	# checkouts	YTD	# signups	YTD	Adult		Youth	
	# visits	YTD	# checkouts	YTD	# signups	YTD	# adult	YTD	# youth	YTD
Duncan/Traner	1,862	10,615	2,447	14,010	624	3,846	0	0	0	607
Incline	6,253	46,394	7,467	56,009	1,075	9,211	88	859	129	1,113
Mobile Library 1	0	1,532	0	5,032	0	0	0	877	0	247
North Valleys	8,549	56,353	14,522	90,129	1,462	10,094	55	124	163	3,240
Northwest	14,816	97,490	26,384	176,404	2,405	15,350	82	488	1,000	5,193
Reno	18,598	121,082	23,465	144,232	5,164	29,979	0	0	0	524
Senior Center	3,022	24,930	1,770	13,511	367	2,615	14	84	0	150
Sierra View	19,325	126,624	26,028	170,474	3,297	26,748	175	212	398	2,499
South Valleys	14,568	97,361	23,515	161,538	1,620	10,592	364	1,454	633	4,010
Spanish Springs	10,459	77,439	23,106	164,839	2,221	16,653	160	917	723	4,855
Sparks	17,252	113,029	34,134	218,628	2,826	21,930	18	178	196	2,356
Verdi	686	4,480	2,278	12,193	46	251	0	100	70	571
Total:	115,390	777,329	185,116	1,226,999	21,107	147,269	956	5,293	3,312	25,365
Gerlach (total)	108	877	165	987	<div style="background-color: #cccccc; padding: 5px;"> School checkouts included above </div>					
<i>School hours:</i>										
Duncan/Traner	3,356	17,055								
Verdi	3,588	10,948								
Collection Devel.			253	1,818						
Downloadable Books			2,661	16,722						
Read & Share			5,909	45,567						
TOTAL	7,052	28,880	8,988	65,094						
GRAND TOTALS	122,442	806,209	194,104	1,292,093	21,107	147,269	956	5,293	3,312	25,365
Internet Library										
Total number of Site Hits		66,087								
NOTE: Mobile Library out of service effective 01/04/2010										