



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, December 19, 2018
4:00 P.M.**

**Downtown Reno Library
301 S. Center Street
Reno, NV 89501**

PURSUANT TO NRS 241.020, THE AGENDA FOR THE TRUSTEES 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 241.010, THIS NOTICE HAS BEEN POSTED ON THE OFFICIAL WEB SITE FOR THE WASHOE COUNTY LIBRARY SYSTEM AT www.washoecountylibrary.us; and <https://notice.nv.gov>.

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 AND MAY BE OBTAINED BY CONTACTING TAMI GASTON AT 327-8343 OR tgaston@washoecounty.us. 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 OFFICE AT 327-8341 24 HOURS PRIOR TO THE DATE OF THE MEETING.

THE LIBRARY BOARD CAN DELIBERATE OR TAKE ACTION ONLY IF A MATTER HAS BEEN LISTED ON AN AGENDA PROPERLY POSTED PRIOR TO THE MEETING. DURING THE PUBLIC COMMENT PERIOD, SPEAKERS MAY ADDRESS MATTERS LISTED OR NOT LISTED ON THE PUBLISHED AGENDA. THE OPEN MEETING LAW DOES NOT EXPRESSLY PROHIBIT RESPONSES TO PUBLIC COMMENTS BY THE BOARD. HOWEVER, RESPONSES FROM TRUSTEES TO UNLISTED PUBLIC COMMENT TOPICS COULD BECOME DELIBERATION ON A MATTER WITHOUT NOTICE TO THE PUBLIC. ON THE ADVICE OF LEGAL COUNSEL AND TO ENSURE THE PUBLIC HAS NOTICE OF ALL MATTERS THE TRUSTEES WILL CONSIDER, TRUSTEES MAY CHOOSE NOT TO RESPOND TO PUBLIC COMMENTS, EXCEPT TO CORRECT FACTUAL INACCURACIES, ASK FOR LIBRARY STAFF ACTION OR TO ASK THAT A MATTER BE LISTED ON A FUTURE AGENDA. THE BOARD MAY DO THIS EITHER DURING THE PUBLIC COMMENT ITEM OR DURING THE FOLLOWING ITEM: "BOARD COMMENT – LIMITED TO ANNOUNCEMENTS, STRATEGIC PLAN ACTIVITY UPDATES OR ISSUES PROPOSED FOR FUTURE AGENDAS AND/OR WORKSHOPS."

THE BOARD OF LIBRARY TRUSTEES CONDUCTS THE BUSINESS OF THE WASHOE COUNTY LIBRARY SYSTEM DURING ITS MEETINGS. THE PRESIDING OFFICER MAY ORDER THE REMOVAL OF ANY PERSON WHOSE STATEMENT OR OTHER CONDUCT DISRUPTS THE ORDERLY, EFFICIENT OR SAFE CONDUCT OF THE MEETING. WARNINGS AGAINST DISRUPTIVE COMMENTS OR BEHAVIOR MAY OR MAY NOT BE GIVEN PRIOR TO REMOVAL. THE VIEWPOINT OF A SPEAKER WILL NOT BE RESTRICTED, BUT REASONABLE RESTRICTIONS MAY BE IMPOSED UPON THE TIME, PLACE AND MANNER OF SPEECH. IRRELEVANT AND UNDULY REPETITIOUS STATEMENTS AND PERSONAL ATTACKS WHICH ANTAGONIZE OR INCITE OTHERS ARE EXAMPLES OF SPEECH THAT MAY BE REASONABLY LIMITED.

THE LIBRARY BOARD OF TRUSTEES MAY TAKE AGENDA ITEMS OUT OF ORDER, CONSIDER TWO OR MORE ITEMS IN COMBINATION, REMOVE ONE OR MORE ITEMS FROM THE AGENDA OR DELAY DISCUSSION ON AN ITEM.

The Board of Trustees may take action only on the items below that are preceded by the words "For Possible Action." The Board will not take action on any other items.

- 1) Roll Call
- 2) Public Comment – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.
- 3) Approval of Meeting Minutes
 - a. *For Possible Action:* Approval of Minutes from the Library Board Meeting of November 15, 2018
- 4) Old Business
None
- 5) New Business
 - a. *For Possible Action:* Accept Final Distribution Check from Tacchino Trust in the Amount of \$460,000 and Authorize Chair Alderman to Execute the Final Distribution Agreement When the Library System Receives an Updated Signature Page
 - b. *For Possible Action:* Select an Option for Meeting the Materials-Expenditure Standard Pursuant to the Minimum Public Library Standards as Set Forth by the Nevada State Library, Archives and Public Records
- 6) Reports
 - a. Library Director's Annual Report 2017-2018
 - b. Downtown Reno Library Report on Programs, Activities and Operations
 - c. Monthly Technology Update
 - d. Tacchino Trust Expenditure Update
 - e. Lifescapes Update
 - f. Board Task Record Update
- 7) Staff Announcements - Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda
- 8) Public Comment – Three Minute Time Limit Per Person
No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda
- 9) Board Comment – Limited to Announcements, Strategic Plan Activity Updates or Issues Proposed for Future Agendas and/or workshops - *No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda*
- 10) Adjournment

**LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, NOVEMBER 15, 2018**

The Board met in regular session at the North Valleys Library, 1075 North Hills Blvd #340, Reno, NV 89506

Chair Alderman called the meeting to order at 4:01 pm.

1) ROLL CALL

Board Members Present: Wendy Alderman, Wayne Holland, Jean Stoess, Zanny Marsh (via telephone)

Board Members Absent: Ted Parkhill

County Staff Present: Assistant District Attorney Dania Reid, Assistant County Manager David Solaro

Public Present: Incline Village Lifescapes Jeane Ryan, Incline Village Lifescapes Judy Simon

2) PUBLIC COMMENT

Judy Simon of Incline Village Lifescapes stated that she had learned on November 2, that the Library System was calling in all of the Lifescapes copies to eliminate them. She stated that she had served on the Board as a Trustee between 2005-2011 and recalled a time she listened to a presentation about Lifescapes and looked forward to participating. She said the Lifescapes program distributes books to the contributors, the Library System and UNR. She said she felt this action seems to be against the mission of the Library [she read the mission to the Board]. She said Lifescapes meets on the first and third Friday where they review a selection, write drafts and that they then share them in the group. She said that Lifescapes urges writers to share impacts in their lives and that because the Library System catalogues them, those stories can be shared and are contributing to the community [timer ran out – copy provided as attachment to packet]...

Jean Ryan of Incline Village Lifescapes stated that she would be reading passages from the email sent to her by Director Scott and comment on her Lifescapes personal perceptions. She read that Director Scott noted that the Lifescapes program and material copies would be moving to University of Reno Nevada (UNR) and were currently being collected in the office of Debi Stears. She stated that when those materials are pulled in and stripped from the collection, they are being pulled from those who wrote them. She read that Director Scott stated that UNR would provide better oversight. She asked what oversight that would be stating that she personally failed to see UNR as the superior option for Washoe County residents. She stated that the materials being held misses outreach part of the program and that UNR is one location while the Library System is multiple locations. This misses the dream part [timer ran out]

3) **APPROVAL OF MEETING MINUTES**a. **APPROVAL OF MINUTES FROM THE LIBRARY BOARD MEETING OF SEPTEMBER 19, 2018**

On motion by Trustee Holland, seconded by Trustee Stoess, motion which duly carried, the Board approved the meeting minutes from the Library Board meeting of September 19, 2018. All in favor. None opposed.

4) **OLD BUSINESS**

None

5) **NEW BUSINESS**a. **APPROVAL OF REVISED PUBLIC LIBRARY HOURS AT THE DOWNTOWN RENO LIBRARY, DUNCAN-TRANER PARTNERSHIP LIBRARY, INCLINE VILLAGE LIBRARY, AND SIERRA VIEW LIBRARY EFFECTIVE MONDAY JANUARY 7, 2019**

Chair Alderman reviewed the staff report and asked for any questions.

Upon questioning by the Board, Director Scott confirmed that the hours' revisions were a joint working effort and that most came at the request of those branch managers. He stated that Sierra View requested the Duncan-Traner hours' revision due to the Washoe County School District early release Wednesdays and that the Incline Village revised hours were requested because Incline Village did not have an evening during their regular hours. He also clarified that library traffic at the Sierra View Library has dropped off on Sundays and they were only open half a day on Mondays. This revision closes that branch on Sundays and opens to the public for a full day on Mondays. Director Scott stated that as the "hub" of the Washoe County Library System, the Downtown Reno Library needed to be open seven (7) days a week. The revised hours' came from Branch Manager Brenda Owens who is working on staff schedules to best maximize them without additional staffing. Director Scott informed the Board that one position was being moved from the Sierra View Library to the Downtown Reno Library for Youth Services and that the Library System hopes that the vacant Librarian I currently at the Downtown Reno Library is staffed by January 2019.

Upon questioning about the renovation timeline for the Downtown Reno Library, Director Scott stated that he had received information this morning and would let the Board know more after Thanksgiving when they met.

Further questioning by the Board regarding the landlords status on Sunday closure and the lease agreement resulted in Legal Counsel Dania Reid informing them that topics not on the agenda are not open to discussion.

Trustee Holland clarified that he did not feel capable of approving the hours changes if he was not sure there were not any legal ramifications regarding the lease agreement, to which Legal Counsel allowed him to proceed with the question.

Director Scott answered the question stating there were no legal ramifications for closure on Sundays.

Legal Counsel Dania Reid clarified that she would allow questions from the Trustees if they were directly related to their ability for approval of an agenda item. She stated that she

has a legal obligation to ensure that the topics can be tied directly to the agenda item and that if she was not able to see the correlation, then the Attorney General would not be able to.

On motion by Trustee Holland, seconded by Trustee Stoess, motion which duly carried, the Board approved the revised public hours at the Downtown Reno, Duncan-Traner, Incline Village and Sierra View Libraries as set forth in the staff report effective Monday January 7, 2019. All in favor, none opposed.

b. ACKNOWLEDGEMENT OF CASH AND NON-CASH DONATIONS RECEIVED BY THE LIBRARY SYSTEM BETWEEN JULY 1 AND SEPTEMBER 30, 2018, FOR A TOTAL OF \$116,596.11

Director Scott summarized the changes to this report noting the coding at the left of each line. He stated that the coding included first, the branch location the donation/grant was meant for and second, the ledger location the donation/grant was posted to. He explained that most donations are for materials and are placed in the Collections budget for spending, which is designated as Technical Services or TS.

Upon questioning by the Board, Director Scott reiterated that donations or grants intended for a specific branch are spent by TS for that branch and that any donations or grants not specific to location are placed in the budget to be spent for systemwide purchases.

Trustee Holland commented that Donation and Grant information was included in this report in two (2) different formats and asked if the Library System needs to continue with this method.

Chair Alderman stated that, as a new format to this quarterly report, they should sit on it a few times to determine if it is okay to remove one of the two formats.

On motion by Trustee Stoess, seconded by Trustee Holland, motion which duly carried, the Board accepted the report and acknowledged the named library supporters for the first quarter of fiscal year 2018-19. All in favor, none opposed.

c. RECOGNITION OF WASHOE IMPACT AWARD

Development Officer and PIO Andrea Tavener addressed the Board stating that she did not have the award to present as anticipated but briefly explained the process between the submissions of the application for the last two (2) years and receiving the Managers Award for 2018. She stated that the application for this year was included in the Board packet. She also advised the Board that Washoe County Library System did not win the Silver Spike award, but that there is always next year. Ms. Tavener turned the floor over to Beate Weinert who oversees the Youth programming for Washoe County Library System.

Beate Weinert, Programs and Collaboration, stated that as a 30-year employee who has always part of the youth services, receiving this award was very personal. She reiterated the importance of early literacy in Washoe County and the importance of the roles played by the library system for the community.

Trustee Stoess congratulated the Library System and stated that she wished she had stayed a bit longer at the Washoe Impact Awards to witness it.

Trustee Holland congratulated the Library System.

On motion by Trustee Holland, seconded by Trustee Stoess, motion which duly carried, the Board recognized the Washoe Impact Manager's Award received by the Washoe County Library System for Commitment to Excellence: Early Literacy/Reading Programs. All in favor, none opposed.

6) REPORTS

a. LIBRARY DIRECTOR'S QUARTERLY STRATEGIC UPDATE

Director Scott presented a PowerPoint Presentation for the Quarterly Strategic Update

Upon questioning by the Board, Director Scott stated he would provide the Trustees with more information on Security Guard Review once he receives the report at a later date. (Community Hub Initiative)

During the first Grow Young Readers Initiative slide, Chair Alderman stated she would like to see how this initiative is measured. Director Scott stated the Annual report would include metrics.

Upon questioning by the Board during the Grow Young Readers slides, Director Scott clarified that Washoe County Library System, United Way and Washoe County School District have built a more in-depth relationship and that the results of what is being measured is shared.

Upon questioning by the Board during review of the Express Creativity slides, System Access Librarian Nancy Keener clarified that Novabench software will be used to create a benchmark using the new public computers, then the older computers can be evaluated based on how they compare to the new. She also reported that there have not been any connection issues reported since the increased bandwidth was added to the branches

b. NORTH VALLEYS LIBRARY REPORT ON PROGRAMS, ACTIVITIES AND OPERATIONS

Branch Manager Jonnica Bowen highlighted the following from her PowerPoint presentation:

- Community Hub Strategic Initiative: several photos depicting gathering of Girl Scout Troop, Dungeon&Dragons group, families gathering and a slide with a few specifics on how North Valleys Library is meeting this initiative.
- Grow Young Readers Strategic Initiative: included several photos of "1,000 Books" recipients and outreaches. Manager Bowen explained that North Valleys Library is about at capacity for programming within the branch and has extensive community outreaches. She noted increase in collection checkouts for this year over last.
- Express Creativity Strategic Initiative: Recently gallery rails were installed for exhibits, and the Library is providing location opportunities like the photos with Job Corp students, Fix it Clinics, other ways the library is meeting those goals.
- Know Your Community Strategic Initiative: North Valleys staff participates in outreaches all over their service area, have speakers that come in, and in December Santa will be "Flyin' in." She included a slide noting other ways they are meeting this initiative.
- Virtual Reality (VR): Manager Bowen noted that VR is the way of the future and included a slide providing ways that North Valleys will be a part of it.

Upon questioning by the Board regarding the 1,000 Books initiative, Manager Bowen turned the floor over to Beate Weinert.

Ms. Weinert explained that the 1,000 Book came from the 30,000 Words National Initiative but that this was a simpler way to do this within our Library System.

Trustee Holland complimenting the Library System, stating that the outreach is outstanding and all-encompassing.

c. **TACCHINO TRUST EXPENDITURE UPDATE**

Director Scott stated that there were no expenditures for August or September.

d. **QUARTERLY FINANCIAL REPORT**

The Board reviewed the information submitted in the packet.

Chair Alderman thanked the Library and noted that the changes that have been make help.

Director Scott asked if the Board had any questions and stated that the report had been set up to be easy to read top to bottom and side to side for review of quarterly changes. He also noted the Library System was still waiting for the final Tacchino Trust check of \$460,000 to bring to the Board for approval.

There were no questions from the Board.

e. **QUARTERLY STATISTICAL REPORT**

The Board reviewed the information submitted in the packet.

Director Scott stated that this report format has not changed since the last quarter and that the statistics are still being broken down by Strategic Plan Initiatives that include charts.

Upon questioning by the Board, Director Scott confirmed that reporting statistics in this manner is still creating a baseline and will be used to compare future data to.

Director Scott informed the Board the Library System is working on Branch “report cards” for the first time which will help them determine where their collections stand against the system data.

f. **BOARD TASK RECORD UPDATE**

The Board reviewed the information submitted in the packet.

Chair Alderman noted that all tasks or pending items, excluding the January 2019 Training updates by Assistant County Manager Solaro has been cleaned up and was mostly related to the reports.

Trustee Stoess stated that she wanted to understand what was meant by Judy Simon and Jean Ryan during public comment.

Director Scott stated the summary and correspondence regarding the Lifescapes program would be included in the meeting packet and that he would send the correspondence to her.

7) STAFF ANNOUNCEMENTS

Development Officer and PIO Andrea Tavener announced several items to include:

- The Board that the Winter Reading Brochure was available.
- Washoe County Library System did not win the Silver Spike Award this year, but noted it was our first year applying and that we will again apply next year.
- Showed the Board the acknowledgment provided by Senator Cortez-Maesto to Washoe County Library for winning the Washoe Impact Manager's Choice Award on October 18, 2018.
- Washoe County Library System will lead the Sparks Hometown Parade this year on December 1, 2018, for being the first winner in the competition last year.

Programs and Collaborations Beate Weinert referred to the Winter Reading Brochure, stating that although the Spellbinders presentation held annually at the Pioneer Theatre fell through this year, Larry Wilson and the magicians will still be performing at branches in the Washoe County Library System. She also noted that Larry Wilson, Education Renaissance of Nevada Initiative President, was honored with a proclamation at the Downtown Reno Library by Reno Mayor Schieve and Reno Councilmember Oscar Delgado. The Library System tweeted the recognition and will put the proclamation online.

8) PUBLIC COMMENT

None

9) BOARD COMMENT

Trustee Stoess requested a future agenda item for discussion, not necessarily an action item, to discuss quarterly versus monthly Board meetings.

Trustee Holland extended compliments to the Washoe County Library System for all outreach efforts. He also stated this was where he was advocating how much more the Library could do with more County funding.

Trustee Holland stated he attended the Friend of Washoe County Library (FWCL) meeting on Wednesday, November 14, 2018. FWCL has hosted five (5) bi-monthly book sales this year, netting over \$100,000 dollars to date. He informed the Board that on December 1, 2018, Secondhand Prose will host an open house to hold their final sale from 10-1 pm as they will be closing. He stated that FWCL will be committing \$130,000 to the Library System this year, an increase of \$10,000 from last year's endowment.

Chair Alderman requested the following:

- Director Scott to send a note when visiting branches to present the Manager's Choice Award at staff meetings so she can try to make effort to attend.
- See if the December Board Meeting would be able to be moved to the Northwest Reno Library for the Board to attend the ExploreTech Exhibit

10) **ADJOURNMENT**

Chair Alderman adjourned the meeting at 5:24 pm.

TO: Washoe County Library Board

FROM: Jeff Scott, Library Director

RE: Accept Final Distribution Check from Tacchino Trust in the Amount of \$460,000 and Authorize Chair Alderman to Execute the Final Distribution Agreement When the Library System Receives an Updated Signature Page

DATE: December 19, 2018

Background: David J. Tacchino established a trust (\$6,020,461.32) on October 30, 2006, which bequeathed 15% to the Washoe County Library upon his death after payouts to several individuals and the Historical Society of Reno, Nevada. Mr. Tacchino's death in the fall of 2015 activated the trust and Washoe County Library was contacted regarding supplemental conditions set upon establishment of the trust for the Library System to receive the bequeathment.

The Washoe County Library System met those conditions and received the first check authorized by the Release and Partial Distribution Agreement, executed by Chair Derek Wilson, from the trust on December 7, 2016, for a payment of \$452,250.00.

The Library System received a letter from the Tacchino Trust dated July 2018, advising the Library System would the final distribution check in the amount of \$460,000.

On November 20, 2018, Mr. Rueckl dropped off the final distribution check. He also included an updated Receipt, Release, Trust Distribution and Final Distribution Agreement requiring signature by the Library Board of Trustees Chair. The Board has the authority to acceptance of the final distribution check and authorize Chair Alderman to execute the agreement once the Library System receives an updated agreement for her to execute.

Recommendation and Suggested Motion: The Board accepts the final distribution check from the Tacchino Trust in the amount of \$460,000 and authorizes Chair Alderman to execute the updated Receipt, Release, Trust Distribution and Final Distribution Agreement when received by the Library System.

McDONALD CARANO

Mark W. Knobel, Esq.
E-mail: mknobel@mcdonalddcarano.com
Phone: (775) 788-2000

July 23, 2018

PERSONAL & CONFIDENTIAL

Mr. DEREK WILSON
Chairman, Board of Trustees
Washoe County Library
301 S. Center St.
Reno, NV 89503

Re: The David J. Tacchino Trust dated October 30, 2006 ("Trust")

Dear Beneficiary:

This letter is regarding the Trust created and status of the Administration of the Trust. David J. Tacchino as Grantor and Trustee created the Trust on October 30, 2006 and amended the Trust. David J. Tacchino died on October 25, 2015 and by reason of his death, Washoe County Library is a beneficiary ("Beneficiary") of the remainder and residue of the Trust assets. I represent Carl R. Rueckl, the Trustee of the Trust.

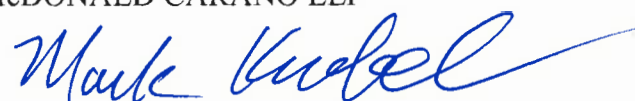
Remainder Bequest to You

As you are aware, there is a remainder bequest to Washoe County Library, along with other remainder beneficiaries. A copy of the excerpt from the Trust which provides for the distribution is attached hereto as Exhibit "A". Nevada Historical Society received a partial distribution of \$452,250 representing approximately, 50% of the distribution to you as remainder Beneficiary of the Trust. In order to distribute the remaining bequest to Washoe County Library, please review the attached Receipt, Release, Trust Distribution and Final Distribution Agreement (the "Release") and if approved, please return signed Release to us by enclosing in the envelope we have provided for you. We will send the final distribution check to you, in the amount of \$460,000, within fifteen (15) days of receipt of the signed Release. Attached, as Exhibit "B" is a table showing the funds on hand for final distribution and the breakdown of the distribution to the remainder beneficiaries of the Trust. The Trustee will hold back the amount of approximately, \$20,000 as a reserve to pay final accounting, legal and other costs. The unused reserve will be released to you once the final tax return is filed.

Should you have any questions, please do not hesitate to call me.

Sincerely,

McDONALD CARANO LLP



Mark W. Knobel, Esq.

MWK/th

Enclosures: as stated

mcdonalddcarano.com

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July 23, 2018
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Exhibit "A"

ARTICLE I.B.(19)(b)

(b). Fifteen percent (15%) of the remaining trust estate shall be distributed to WASHOE COUNTY LIBRARY, Reno, Nevada subject to the following direction and contingency:

1. That this bequest shall be used by the WASHOE COUNTY LIBRARY in a supplementary manner which allows or enhances the citizens of Washoe County to continue to access the Washoe County Library System physically through access to hard copy books during normal working hours over a minimum of five years.

2. I appoint Paul Elcano, Jr as my post death agent in his complete and sole discretion to structure this bequest in a way which is consistent with my direction in the paragraph above.

3. Paul Elcano, Jr. in his complete and sole discretion is given the power and authority to determine whether this bequest meets my direction as described in the paragraph above, and therefore vests or fails (lapses). This determination shall be made within 15 months from the date of my death. If this bequest fails (lapses), it shall be distributed according to the following schedule and in the following percentages to each class of beneficiaries as follows:

Exhibit "B"

**Estate of David J. Tacchino
Charitable Organization Distributions
June 22, 2018**

Balances as of	<u>06/22/2018</u>
Morgan Stanley	\$3,043,769.71
Nevada State Bank	<u>\$ 52,001.67</u>
Total	\$3,095,771.38
Less Reserve	<u>(\$ 21,771.38)</u>
Balance to be distr	\$3,074,000.00

Organization

Historical Society	\$1,075,000
Washoe County Library	\$ 460,000
Jesuits of California	\$ 205,000
St. Anthony's Guild	\$ 205,000
Our Lady of the Snows Catholic Church	\$ 205,000
St. Thomas Azuinas Cathedral	\$ 205,000
AM-ARCS of Nevada	\$ 205,000
Elks Lodge 597	\$ 205,000
St. Vincent's Dining Room	\$ 103,000
Sacred Heart Sisters	\$ 103,000
Ronald McDonald House	<u>\$ 103,000</u>
Total	<u>\$3,074,000</u>

**RECEIPT, RELEASE, TRUST DISTRIBUTION AND
FINAL DISTRIBUTION AGREEMENT**

THIS RECEIPT, RELEASE AND FINAL DISTRIBUTION AGREEMENT (“**Agreement**”) is effective _____, 2018, by and between ROBERT CARL RUECKL, Trustee of the David J. Tacchino Trust dated October 30, 2006, as amended (the “**Trust**”), and PAUL ELCANO, JR., as Special Trustee of the Trust, and the WASHOE COUNTY LIBRARY, Reno, Nevada, as a beneficiary of the Trust (“**Beneficiary**”).

Recitals

A. DAVID J. TACCHINO created the DAVID J. TACCHINO TRUST dated October 30, 2006, as amended (“**Trust**”).

B. DAVID J. TACCHINO died on October 25, 2015 (the “**Decedent**”).

C. The Trust has or will pay the costs of administration and any taxes due.

D. The current acting Trustee of the Trust is ROBERT CARL RUECKL, also known as CARL RUECKL, and is referred to in the First Amendment to the Trust as CARL J. RUECKL. ROBERT CARL RUECKL and CARL J. RUECKL are one and the same person and any reference in the Trust to CARL J. RUECKL means ROBERT CARL RUECKL (“**Trustee**”).

E. By reason of Grantor’s death, Article I, Section B of the Trust provides for the distributions listed in **Schedule “A”** which is attached hereto and incorporated herein.

F. DAVID J. TACCHINO amended Article IB (19)(b) of the Trust on September 19, 2014 to appoint PAUL ELCANO, JR., as special trustee (“**Special Trustee**”) and provide among other things, that the residuary gift of fifteen percent (15%) to WASHOE COUNTY LIBRARY, is subject to certain restrictions and direction which require WASHOE COUNTY LIBRARY to use the bequest in a supplementary manner which allows or enhances the citizens of Washoe Country to continue to access the Washoe County Library System physically through access to hard copy books during normal working hours over a minimum of five years. The specific terms and directions are set forth in **Schedule “B”**, which is attached hereto and incorporated herein (“**Restrictions**”).

G. The Trustee has previously made a distribution of Four Hundred Fifty-Two Thousand Two Hundred Fifty and No/100 Dollars (\$452,250.00), representing approximately fifty percent (50%) of the residuary or remainder bequest payable to Beneficiary under the terms of the Trust, pursuant to the Receipt for Partial Distribution Agreement dated November 23, 2016 (“**Receipt for Partial Distribution Agreement**”).

H. Beneficiary acknowledges that it has received from the Trustee the accounting of the Trust (the “**Accounting**”) and that more than ninety (90) days have elapsed from receipt of the Accounting. Beneficiary further acknowledges and confirms that it has no objection and

approves the Accounting.

I. Article I.B. 19(b) of the Trust provides that on the Grantor’s death, the balance of the Trust is distributed as follows:

- (i) Fifteen percent (15%) of the Trust Estate to WASHOE COUNTY LIBRARY, Reno, Nevada, provided that the Restrictions are satisfied to Special Trustee’s approval.

If the bequest to Washoe County Library lapses, then the bequest to Nevada Historical Society, Reno, Nevada will increase to 41.176%.

J. The Trustee is making a final distribution of assets from the Trust to the Beneficiary pursuant to the terms of this Agreement less the Reserve (as defined below).

NOW, THEREFORE, the parties hereto intending to be bound agree as follows:

1. **Final Distribution.**

(a) **Final Distribution.** The Trustee will make a final distribution to Beneficiary of the pecuniary sum of Four Hundred Sixty Thousand and No/100 Dollars (\$460,000) within fifteen (15) days of execution of this Agreement which represents final Trust distribution to the Beneficiary (“**Final Distribution**”) except for the Reserve as defined below. The Beneficiary acknowledges and agrees that the Beneficiary will be solely responsible for any and all state, federal or local income taxes accrued on the distribution to the Beneficiary. The Beneficiary agrees to return any portion of the distribution to the Trustee in the event that the distribution is determined to be improper or in excess of the amount due to the Beneficiary.

(b) **Distribution of Balance.** WASHOE COUNTY LIBRARY, Reno, Nevada has furnished Special Trustee with a list of acquisitions or work attached hereto and incorporated herein as **Schedule “B”** and the Special Trustee has reviewed the **Schedule “B”**. WASHOE COUNTY LIBRARY, Reno, Nevada agrees to use all of the funds received by it to fulfill **Schedule “B”**. To the extent **Schedule “B”** does not exhaust the funds, then WASHOE COUNTY LIBRARY, Reno, Nevada, agrees that any remaining funds will be used to otherwise satisfy the Restrictions. The Special Trustee agrees that the use of the funds as provided above, complies with Restrictions and the bequest to WASHOE COUNTY LIBRARY, Reno, Nevada does not lapse so long as WASHOE COUNTY LIBRARY, Reno, Nevada uses the funds for the acquisitions. Trustee will distribute the balance of the Reserve after Trustee files the income tax return for the Trust and no creditor or tax claims are outstanding.

(c) **Reserve.** The Beneficiary acknowledges that the Trustee is withholding the sum of Twenty-One Thousand, Seven Hundred Seventy-One and 38/100ths Dollars (\$21,771.38) plus interest from October 25, 2015 to be maintained by the Trustee to pay any taxes, accounting fees, legal fees, and other administrative or termination fees, charges or costs (“**Final Administrative Costs**”). The Trustee, after the payment of all final administrative costs,

fees, payments and expenses of the Trust or the Decedent's estate will use commercially reasonable efforts to distribute the Beneficiary's pro rata share of the remaining Reserve promptly to the Beneficiary.

2. **Release.** The Beneficiary enters into the following release with the Trustee, the Trust, the Trust Estate and the estate of the Decedent (collectively the "**Estate**") and the Estate, as follows:

(a) **Beneficiary's Release.** Subject to the distribution being made in Section 1 above, the Beneficiary hereby irrevocably forever releases and discharges the Trust, the Trustee of the Trust, the Estate, the Estate and Trustee's employees, attorneys, personal representatives (executors), accountants, trustees, agents, heirs, successors and assigns from and against any and all past, present and future claims, demands, damages, losses, liabilities, fines, penalties, costs, fees and expenses known or unknown, (collectively the "**Claims**") in any way arising out of or related in any manner to the distribution of Trust assets, both current and past distribution calculations, any interest in the Trust, the timing of distribution of Trust assets, the matters disclosed in the accounting, any other accountings for the period after September 30, 2017, the administration of the Trust, the investment of Trust assets, the payment and allocation of any and all taxes, penalties, interest, professional fees and administrative expenses, or the interpretation of Trust terms.

For purposes of the foregoing, Claims shall include, by way of illustration and not limitation, claims at any time asserted by governmental agencies or other authorities or any other third party for damages resulting from the delivery of Trust assets to the Beneficiary or any claims based on any excess or improper payment or distribution to the Beneficiary.

The Beneficiary acknowledges and agrees that the matters released herein include but are not limited to matters that may not be known, disclosed or foreseeable, and the Beneficiary recognized and acknowledges that factual matters now unknown by the Beneficiary may have given, or may hereinafter give, rise to claims which are presently unknown, unanticipated and unexpected.

This release expressly excludes any claim, right or interest of Beneficiary to share in the Reserve which remains after payment of the Final Administrative Costs.

(b) **Claw Back.** Beneficiary agrees to return to the Trustee and indemnify the Trustee for all damages, losses and costs arising from or related to any excess or improper payments or distributions made to the Beneficiary or any claim by any government agency.

3. **Arbitration.**

(a) In the event of any dispute between the parties involving any matter relating to this Agreement, the parties will use commercially reasonable efforts to resolve and settle such dispute by friendly and good faith negotiation and discussion. If, despite such cooperative efforts, any such dispute cannot be resolved within ten (10) days, the dispute shall, thereafter, upon ten (10) days prior written notice from one party to the other, be submitted to

arbitration. Such arbitration shall be determined and settled by arbitration in the County of Washoe in the State of Nevada by a single arbitrator in accordance with the Streamlined Arbitration Rules of JAMS. Any arbitrator selected by either party must have experience as an arbitrator and specialized knowledge of trust and estate law.

(b) The right to arbitration provided herein shall not preclude or limit the right of any party to seek or obtain a restraining order or other appropriate order pending resolution of such dispute by arbitration. The decision of the arbitrators shall be final, conclusive, or binding upon the parties, and a judgment may be obtained thereon. A demand for arbitration imposes upon all parties the responsibility to take reasonable steps to mitigate damages. The losing party shall bear all costs and expenses including the attorney's fees in connection with the arbitration for both parties. In the event of the failure of any party or any arbitrator to act expeditiously and in good faith to resolve such dispute, any court having jurisdiction shall, upon application of any party hereto, enter such order or orders as the court deems appropriate to accomplish the intent and purpose of this Section.

4. **Trust Termination.** The Beneficiary acknowledges and agrees that the Trustee's distribution under this Agreement will be in final and full satisfaction of all Trust Assets, except for the Reserve, distributed to the Beneficiary pursuant to the Trust. The Beneficiary agrees and acknowledges that after the Trustees' distribution hereunder, the Trust shall terminate and that the Trustees are released from any further liability, claims, obligations or duties as Trustees of the Trust. The Beneficiary hereby approves, confirms and ratifies all of the Trustees' actions with respect to or arising out of the Trustees' administration, investment or distribution of Trust assets.

5. **Accounting.** The Beneficiary acknowledges receipt of the final accounting for the Trust for the period of October 25, 2015 to September 30, 2017 and hereby accepts the same as the accounting of the Trust pursuant to NRS Sections 165.122 to 165.149, inclusive and has no objection to the accounting. Trustee has attached hereto and incorporated herein **Schedule "C"**, which is a copy of the bank statement showing the funds on hand for final distribution to the Beneficiary.

6. **Trustee Indemnity.** The Beneficiary hereby agrees to indemnify and hold the Trustee harmless from and against any and all loss, cost, damage or expense, including without limitation, attorneys' fees, costs, interest and penalties incurred by the Trustee arising out of the acts or omissions of the Trustee in their investment of the Trust assets, administration, inventory, valuation, accounting, sale of trust property, incurrence of fees and expenses, segregation of assets, payment or allocation of taxes, interest or penalties, the payment or allocation of trustees or professional fees, and distribution of assets of the Trust by the Trustee except for those claims against the Trustee and Special Trustee arising out of: (i) any intentional breach of trust, (ii) acts of bad faith with reckless indifference to the interest of a Beneficiary, (iii) acts of fraud, or (iv) acts which are otherwise prohibited from being indemnified as a matter of law. The Beneficiary hereby further agrees to advance and pay such loss, cost, damage, fee, expense, interest and penalty incurred by the Trustee, on a timely basis, during the course of any actions which may be covered by the indemnity obligation contained in this paragraph subject to a written undertaking by the Trustee to repay, restore, return or reimburse those advance(s) made by the Beneficiary

which the Trustee were not entitled pursuant to this Agreement as determined by a final adjudication based on clear and convincing evidence.

This indemnity shall be limited and capped to the amount that the Beneficiary receives from the Trustee. The indemnity provided in this Section 6 shall survive the distribution of trust property.

7. **Entire Agreement.** This Agreement constitutes the entire Agreement of the undersigned regarding the subject matter herein, supersedes all other prior agreements and understandings, both written and oral, among the parties with respect to the subject matter hereof, and may not be amended except by a writing signed by each party hereto. All schedules and exhibits attached hereto are incorporated herein.

8. **Counterparts.** This Agreement may be executed in more than one counterpart by the parties all of which shall constitute one agreement.

9. **Binding.** This Agreement shall be binding on the parties, successors, assigns and heirs.

10. **Severability.** If any provision of this Agreement or the application thereof shall, for any reason, be invalid or unenforceable, then the remainder of the Agreement shall be valid and enforced to the greatest extent permitted by law.

11. **Further Assurance.** Each party agrees to execute such further documents and take such further action as may be reasonably necessary to carry out this Agreement.

12. **Gender and Number.** As used in this Agreement, the masculine, feminine, neutral gender and the singular or plural number shall include the other and be used interchangeably whenever the context so indicates.

13. **Governing Law.** The laws of the State of Nevada shall govern the validity, construction, performance and effect of this Agreement.

14. **Drafting.** The parties hereof represent that they have read and understand each provision of this Agreement and have discussed this Agreement with legal counsel or have been advised to and have been provided the opportunity to discuss this Agreement with legal counsel. The parties hereto, therefore, stipulate and agree that the rule of construction to the effect that any ambiguities are to be or may be resolved against the drafting party shall not be employed in the interpretation of this Agreement to favor one party against the other.

15. **Attorney's Fees and Costs.** If any legal action or any arbitration or other proceeding is brought for the enforcement of this Agreement or because of an alleged dispute, breach, default or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party or parties shall be entitled to recover reasonable attorneys' fees and other costs incurred in that action, arbitration or proceeding in addition to any other relief to which may be entitled.

16. **No Third Party Beneficiary.** Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any person other than the parties to it and their respective successors and assigns, nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third persons to any party to this Agreement, nor shall any provision give any third persons any right of subrogation or action over or against any party to this Agreement including any creditor or other third party.

17. **Virtual Representation.** To the maximum extent permitted by law, including but not limited to NRS 164.038, all Beneficiary, current and remainder are binding and acting on behalf of themselves. Minor Beneficiary, unborn and unascertainable, persons who have substantially similar interest and accordingly, this Agreement shall be binding upon and inure to the benefit of all such Beneficiary and persons.

18. **Time is of the Essence.** Time is of the essence to both parties in the performance of this Agreement, and they have agreed that strict compliance by both of them is required as to any date set forth herein. If the final date of any period of time set out in any provision of this Agreement falls upon a Saturday, Sunday or a legal holiday under the laws of the State of Nevada, then, and in such event, the time of such period shall be extended to the next day which is not a Saturday, Sunday or a legal holiday.

19. **Waiver of Jury Trial.** The parties irrevocably and voluntarily waive any right they may have to a trial by jury in respect to any litigation or proceeding among the parties whether such claims arise under statute, tort, contract or otherwise (“**Claim**”). Whether the Claim is decided by arbitration or by trial by a judge, the parties agree and understand that the effect of this Agreement is that they are giving up the right to trial by jury to the extent permitted by law.

20. **No Representations.** The Beneficiary hereto acknowledges that it has had an opportunity to seek and consult with independent legal and investment counsel with respect to legal and investment consequences to him arising from or connected with this Agreement and has freely and voluntarily entered into this Agreement with knowledge of the legal consequences of such action. The Beneficiary further acknowledges that this Agreement has been prepared by the law firm of McDonald Carano LLP (the “**Law Firm**”) on behalf of the Trustee and the Law Firm does not represent the Beneficiary. There is an inherent potential for conflicts of interest among the parties to this Agreement because this Agreement establishes the rights and obligations of each of the parties to this Agreement. Due to such potential conflicts of interest, the Law Firm has advised and hereby advises the Beneficiary that it would be in its best interest to obtain the services of its own independent legal counsel to review this document. Notwithstanding the fact that the Law Firm has prepared this Agreement and has provided legal advice to the Trustee, the Beneficiary hereby waives, as evidenced by the execution of the Agreement, any potential conflicts of interest that may arise as a result of advising the Trustee and preparing this Agreement.

21. **Signatures.** The Parties agree that facsimile or portable document format (PDF) copies of signatures shall be deemed originals for all purposes hereto and that a Party may produce such copies, without the need to produce original signatures, to prove the existence of this Agreement. The individual signing below represents that he or she is duly authorized and empowered to sign this document on behalf of the organization below.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

TRUSTEE/TRUST:

BENEFICIARY:



ROBERT CARL RUECKL, as Trustee
of the David J. Tacchino Trust dated
October 30, 2006, as amended

WASHOE COUNTY LIBRARY,
Reno, Nevada
By: Its Board of Trustees

By: _____
DEREK WILSON
Its: Chairman

SPECIAL TRUSTEE:



PAUL ELCANO, JR.

MCDONALD CARANO
100 WEST LIBERTY STREET, TENTH FLOOR • RENO, NEVADA 89501
PHONE 775.788.2000 • FAX 775.788.2020

Schedule "A"

	Specific Bequest Beneficiary	Amount of Bequest
1.	Delia Rossi (Deceased)	\$6,000
2.	Jean Luis	\$2,000
3.	Marc Romero	\$4,000
4.	John Romero	\$2,000
5.	Paul Romero	\$2,000
6.	Stephen Romero	\$2,000
7.	Phillip Romero	\$2,000
8.	Kenneth Zunino	\$2,000
9.	June Z. Eaton	\$2,000
10.	Elaine Zunino Gifford	\$2,000
11.	Norman Zunino	\$2,000
12.	Gail Perazzo	\$2,000
13.	St. Anthony's Guild	\$5,000
14.	Our Lady of the Snows Catholic Church	\$3,000
15.	St. Thomas Aquinas Cathedral	\$2,000

Remainder Beneficiaries

1.	Historical Society of Reno, Nevada	35%
2.	Washoe County Library	15%
3.	Jesuits of California	6.667%
4.	St. Anthony's Guild	6.667%
5.	Our Lady of the Snows Catholic Church	6.667%
6.	St. Thomas Aquinas Cathedral	6.667%
7.	AM-ARCS of Nevada- used for archaeology scholarships	6.667%
8.	Elks Lodge 597- used for scholarships for high school grads	6.667%
9.	St. Vincent's Dining Room	3.333%
10.	Sacred Heart Sisters	3.333%
11.	Ronald McDonald House	3.333%

Schedule “B”

List of Acquisitions or Work

McDONALD  **CARANO**
100 WEST LIBERTY STREET, TENTH FLOOR • RENO, NEVADA 89501
PHONE 775.788.2000 • FAX 775.788.2020

A. Renovation of Downtown Reno Library

The Beneficiary will use the funds as follows: Furniture (book shelving, tables, chairs, and equipment that enhance access to the collection) and children's materials at Downtown Reno Library.

Furniture: \$220,000
Opening Day Children's Books: \$100,000
Trust Expenditures: \$320,000

County/Grant Supported Pieces
Carpet: \$200,000 County/Grant Supported
Paint: \$100,000 County/Grant Supported
Asbestos: \$100,000 County/Grant Supported
Lighting: \$58,000 County Supported
County/Grant Supported \$458,000

Trust Supported: \$320,000
County/Grant Supported: \$458,000
Total project costs: \$778,000
Remaining: \$420,000

B. Sparks/Northwest

\$420,000 of the remaining Funds will be used by the Beneficiary for the renovation of Sparks/Northwest Library by acquiring new Furniture, Fixtures, and Equipment. Washoe County Library would use the same 50/50 formula for this projects. One half trust funds for books and furniture, and one half county/grant funds to support infrastructure.

Exhibit “C”

Bank Statement

MCDONALD  **CARANO**
100 WEST LIBERTY STREET, TENTH FLOOR • RENO, NEVADA 89501
PHONE 775.788.2000 • FAX 775.788.2020

TO: Washoe County Library Board

FROM: Debi Stears, Resources Librarian

RE: Select an Option for Meeting the Materials-Expenditure Standard Pursuant to the Minimum Public Library Standards as Set Forth by the Nevada State Library, Archives and Public Records

DATE: December 19, 2018

Budget Standards

The Nevada Library and Archives sets minimum public library standards for the state. Item 7 of the Minimum Public Library State Standards specifically addresses budget allocation for materials.

The Library Board of Trustees shall select from one of three listed options as a means by which to validate and document the library's efforts to maintain a collection appropriate to community needs. The option selected by a jurisdiction may be revised each year.

- Option I: Meet or exceed at 90% - The five-year average of amounts spent on collections.
- Option II: Meet or exceed at 30% - Amount spent on collections divided by Total Services
- Option III: Meet or exceed at 10% - Adjusted total operating budget divided by collection budget

For Washoe County Library System the state standards for the 2018/19 are:

- Option I Minimum = \$792,216.00
- Option II Minimum = \$669,529.26
- Option III Minimum = \$1,199,182.58

At the August, 2015 Library Board of Trustees meeting, the board set a goal that by FY2017/18 we would meet the 10% minimum established in option III. We have not been able to reach that goal, but the table below demonstrates Director Scott's dedication to increasing the materials budget each year. Director Scott anticipates that he will be able to allocate an additional \$30,000 to the materials collection next year, which will put us over the \$1,000,000 mark, a significant milestone in building a collection to meet the needs and interests of our community. Even with increases through our special property tax, we will be unable to meet the 10% match without a significant increase from Washoe County. Our recommendation is to select Option I.

<i>Fiscal Year</i>	<i>Adjusted Total Budget</i>	<i>Materials Budget</i>	<i>Percentage</i>
FY12-13	\$ 9,873,273.00	\$530,450.00	5.4%
FY13-14	\$ 9,797,314.00	\$636,000.00	6.5%
FY14-15	\$ 9,895,527.00	\$645,320.00	6.5%
FY15-16	\$10,937,279.00	\$860,320.00	7.9%
FY16-17	\$11,807,964.00	\$884,720.00	7.5%
FY17-18	\$12,460,440.23	\$934,720.00	7.5%
FY18-19	\$11,991,825.78	\$984,720.00	8.2%

Recommendation and Suggested Motion: Approve recommendation and select Option I as described in this staff report.



Washoe County Library System

Annual Report 2017-2018



Connect

Gather

Explore



STRATEGIC PLAN FY 2018-20

WASHOE COUNTY LIBRARY SYSTEM washoecountylibrary.us



Our Mission is to connect people with information, ideas and experiences to support an enriched and engaged community, one person at a time.

Our Vision is that all Washoe County residents benefit from the Library's support of literacy and self-education.



**Washoe County
Library is a
Community Hub**



**Washoe County
Library Grows
Young Readers**



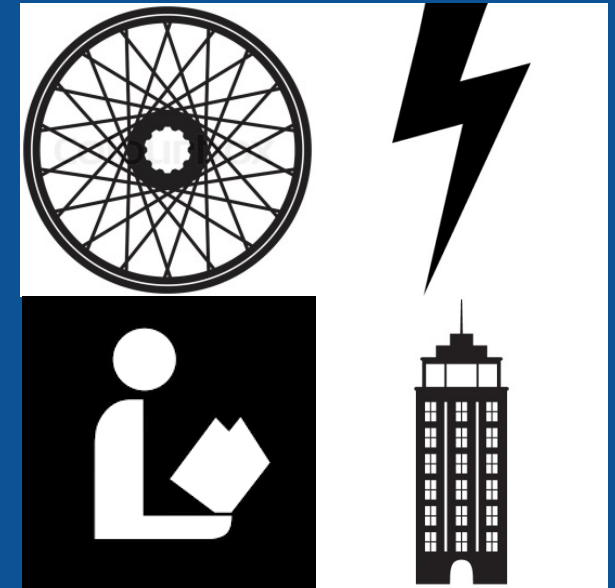
**Washoe County
Library Provides
Opportunities to
Express Creativity**



**Washoe County
Library Wants
Residents to
Know Their
Community**

Strategic Plan Goals

- First Year of Two Year Strategic Plan is a Capacity Growth Year
- Focus is on improving facilities, services, and enhanced equipment
- Building our Capacity as a Community Hub
- Focus on Growing Young Readers (less than half read at grade level by third grade)
- Provide Opportunities for Creativity in Maker Service and Technology Classes
- Help Citizens Know Their Community
- Passed 2018-2021 Technology plan
- Passed 2018-2020 Strategic Plan



Community Hub

- Renovated Downtown Reno Library Auditorium January 2018
- Upgraded Technology In Library Meeting Rooms May 2018
- Removed Fee for Meeting Room Usage (January 2019)
- Renovation for Downtown Reno Library planned for April 2019
- Tacchino Trust projects for Sparks and Northwest Libraries Forthcoming
- RFID Installation/Automated Materials Handlers coming to Sparks and South Valleys March 2019
- Early Voting at the Library/Polling Locations



Grow Young Readers

- Increased Focus on Youth Services
- Child Fine Free Card
- Washoe County School District Children can opt-in to get a library card upon enrollment (activated October 2017)
- I'm Ready for K! State-sponsored program to ensure children are school ready
- 1,000 Books Before Kindergarten
- Give the Gift of Reading Fundraiser



Grow Young Readers

- Established Educator Cards/Washoe County Educators are now fine free
- Ongoing Summer Reading Program with New Summer Brochure
- Ongoing Winter Reading Program with New Winter Brochure
- Focus is on providing enhanced support during School District Intercession (Summer, Winter, Spring Break)
- Staff Training/Coordinated Outreach/Early Literacy Partners
- Educator Nights
- Increased Funding for Children's Materials=Increase Usage by Children
- Expansion of Space for Children results in increased usage by children



Express Creativity

- Established Funding for Maker Services (\$30,000 annually)
- New Idea Boxes
- Grand Opening of The QUAD Downtown Reno Library's new Makerspace. Open Thursdays
- American Library Association Exhibit Explore Tech
- New Computer Classes January 2019
- Discover and Go Partnerships include Nevada Museum of Art, Terry Lee Wells Discovery Museum, Fleischman Planetarium and the National Automobile Museum.
- Host Author Programs/Lit Crawl Brunch/Gabby Rivera Author Talk



Express Creativity

- IdeaBox Faire
 - Mini Gardens
 - Duct Tape Creations
 - Sound of Science
 - Bead On
 - Mad Mattr
 - Origami and Paper Art
 - Zip, Zap, Zing
 - Sew, Stitch, Wrap, Weave








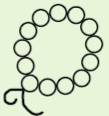

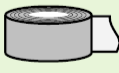
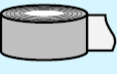

















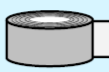





Idea Boxes

April / May

June / July

Aug / Sept

Oct / Nov

Downtown Reno	Sparks	Spanish Springs	North Valleys	Northwest Reno	Incline Village	South Valleys	Sierra View
 Mini Gardens	 Mad Mattr®	 Origami & Paper Art	 Zip, Zap, Zing	 Sew, Stitch, Wrap, Weave	 Bead On	 Sound of Science	 Duct Tape Creations
 Duct Tape Creations	 Mini Gardens	 Mad Mattr®	 Origami & Paper Art	 Zip, Zap, Zing	 Sew, Stitch, Wrap, Weave	 Bead On	 Sound of Science
 Sound of Science	 Duct Tape Creations	 Mini Gardens	 Mad Mattr®	 Origami & Paper Art	 Zip, Zap, Zing	 Sew, Stitch, Wrap, Weave	 Bead On
 Bead On	 Sound of Science	 Duct Tape Creations	 Mini Gardens	 Mad Mattr®	 Origami & Paper Art	 Zip, Zap, Zing	 Sew, Stitch, Wrap, Weave



Find out more at events.washoecounty.us



Miniature Gardens

Zen gardens are traditionally carefully composed landscapes with arrangements of rocks, water features, moss, pruned trees and bushes. Some also incorporate gravel or sand that is raked to represent ripples in water. Since we all don't have the time or patience to create a beautiful Zen garden in our backyards, try this tabletop version.



Mad Mattr®

Mad Mattr is a super soft modeling compound that can be shaped and molded, that also "flows" when slowly pulled apart. Create, build or simply squeeze some stress away. Fun for ages 3 to 103.



Origami & Paper Art

Origami, derived from the Japanese words *oru* (to fold) and *kami* (paper), has been a recreational and ceremonial art tradition in Japan since the early 1600s. The purist origami artist does not use tools to cut or glue the paper being worked with, but relies on oftentimes intricate geometrical folding to create delicate mathematical works of art.



Zip, Zap, Zing

What is a simple circuit? Explore electricity and create LED paper lanterns, circuit bugs and more in this family friendly kit that promise to light up your life!



Sew & Stitch, Wrap & Weave

Explore textiles by weaving, sewing, and quilting. Use burlap, feathers, yarn, fabric, and your imagination! Make a colorful craft to take home, or experiment with a simple table top loom.



Bead On

Beads can be found in every culture on Earth, and signify great importance in some cultures. Beading provides a sense of accomplishment which contributes to creativity and self-expression. Beading is not just a creative leisure activity for all ages, but it also contributes to children's development in the following areas: fine motor skills, visual perceptual skills, visual motor skills, cognitive skills and social skills.



Sound of Science

Science is in everything, especially in the sounds we hear. Learn how sound waves create different tones and noises. Make new sounds with a variety of singing bowls, wooden percussion instruments, and tuning forks. Experiment with a theremin, an electronic musical instrument that you play without actually touching the instrument, and make two musical instruments to take home.

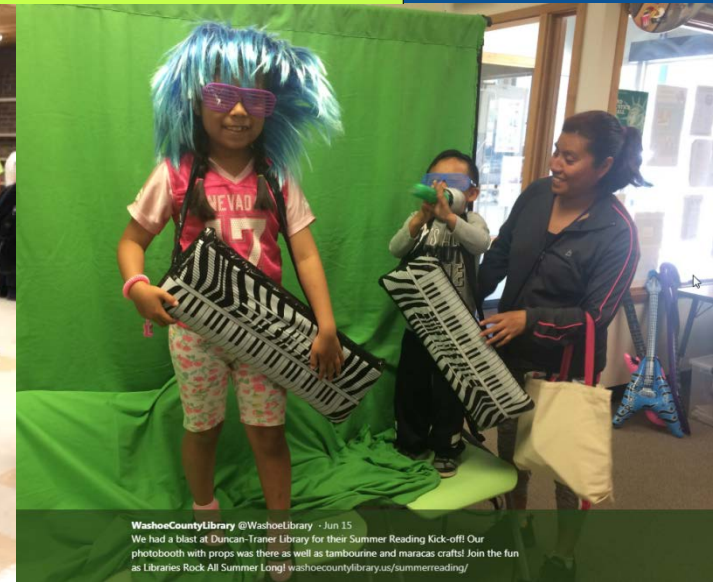


Duct Tape Creations

Duct tape or duck tape has a unique history. It's use dates back to WWII to keep ammunition dry. Duct tape has also been used by NASA as a tool on space missions. Today duct tape is in every home repair kit and is also used for creative projects.

Express Creativity

- The Quad:
 - Sewing
 - Button Making
 - Vinyl Cutting
 - Heat Press
 - 3D Printer
 - Leather Making
 - Virtual Reality
 - And more!



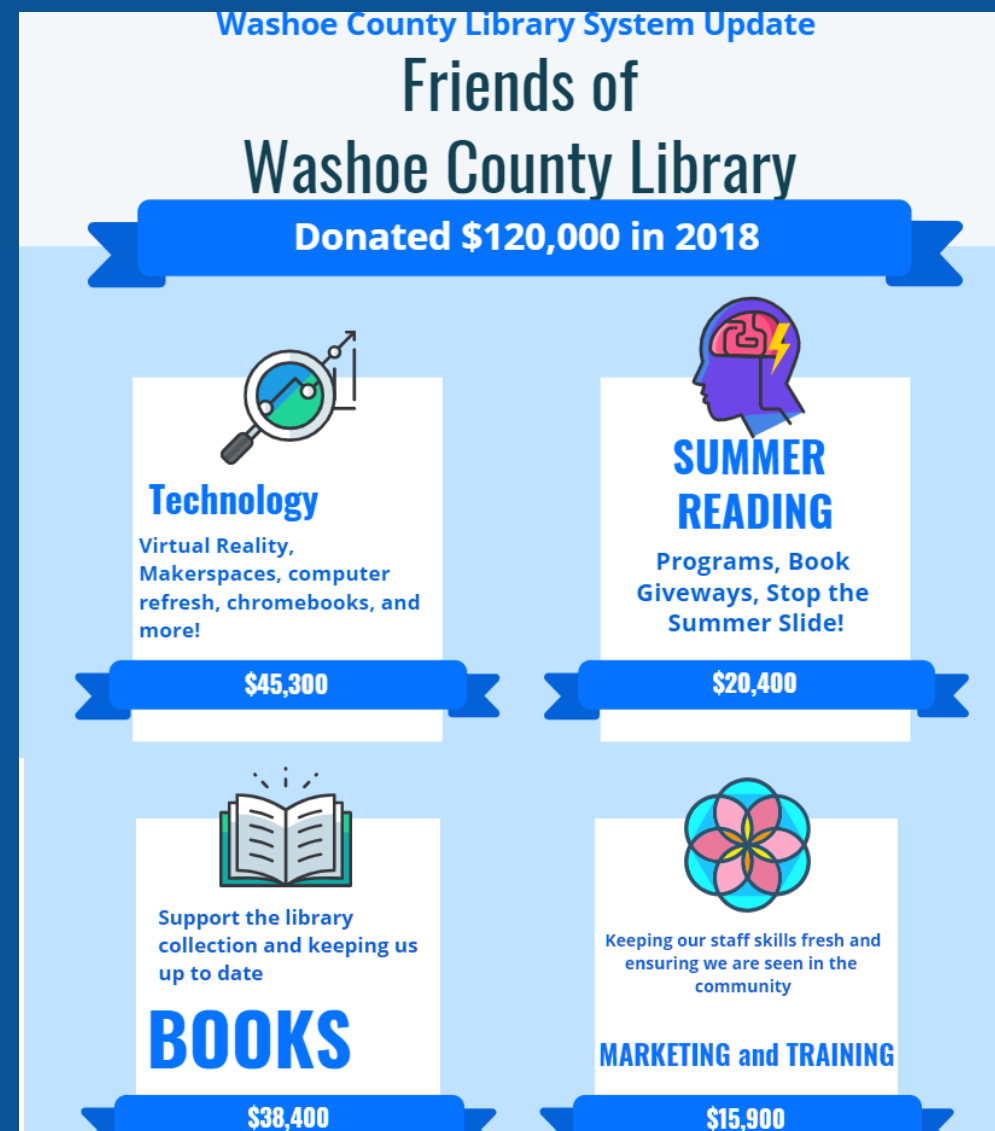
Know Your Community

- TEDX Live Stream hosted at Downtown Reno Library
- Tahoe Talks at Incline Village/Expansion
- Reviewing Enhanced Partnership with UNR Extension, EDAWN, and the United Way in 2019



Financial Support

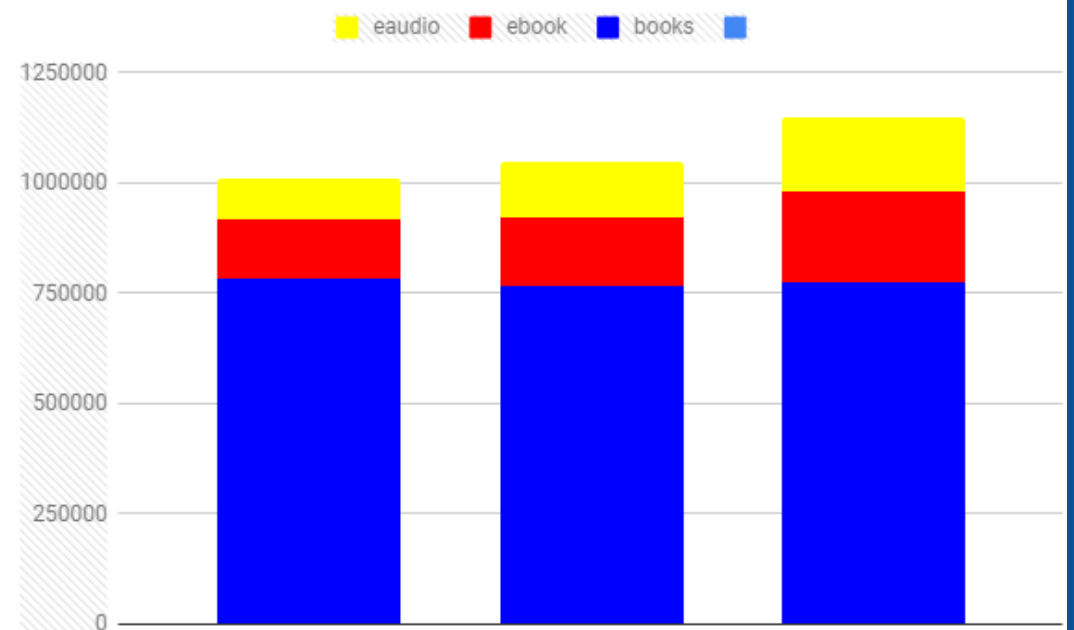
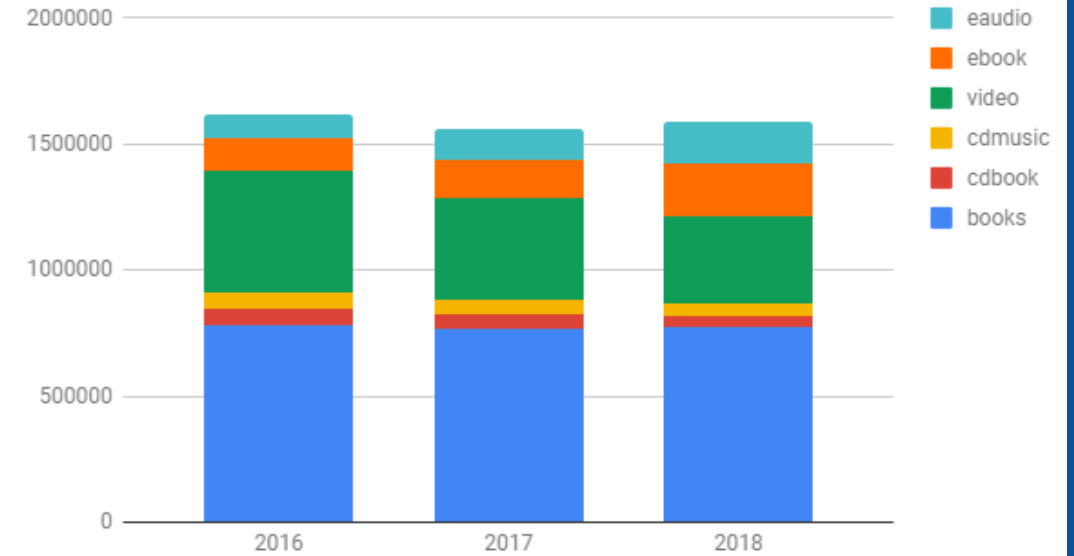
- Friends of Washoe County Library provided \$120,000 last year to support Technology, Summer Reading, Books, Marketing and Training.
- This year they will increase that amount to \$130,000!



Results

- Digital Branch usage up/Overdrive E-book usage has gone up 20%
- Program Attendance up
- General Circulation Up with Children's usage the biggest increase
- Computer Usage is up
- Walk-in Business is up
- 64,000 WCSD students have a library card

2016, 2017 and 2018



Upcoming in 2019

- Nevada Library Association (NLA): Our Year of Advocacy <https://nevadalibraries.org/>
 - Library Director Jeff Scott will be incoming NLA President for 2019
 - Advocacy Days in Carson City: March 6 and 27. April 10 is Statewide Nevada Libraries Legislative Day in Carson City.
 - NLA Conference in Reno Nov. 2-4, 2019
- Capital Improvement Projects (CIP): SUBMITTED
 - Downtown Reno Bathroom \$275,000
 - Sparks Renovation: \$485,000
 - Northwest Renovation: \$274,000
 - Inventory Schedule Replacement \$100,000
- Give the Gift of Reading Ongoing until December 31st
 - We have a Private Donor Matching our fundraising up to \$10,000!
- Downtown Reno Library Renovation: April 2019
 - New Library Hours Begin January 7th, 2019 (Includes Downtown Reno seven days)



Upcoming in 2019

- Library Services and Technology Act (LSTA) Grant Proposal: (UP to \$100,000): Book/Bike/Make Mobile
- Automated Materials Handler Update from MK Solutions: March 2019
- Virtual Reality: Lifeliqe unlocked/Group May Attend December 13 Staff Day/February Connect with Science Teachers to work with LifeLiqe Applications
<https://www.lifeliqe.com/>
- Jail Library Services (Possible):
 - Look at Grants/Donations/Standards
 - Establishment of Partnership Library/Research in Progress
- Expansion Tax Increase 2019, possible \$100,000 increase/possible distribution:
 - Collection Development: \$30,000
 - Youth Programming: \$10,000
 - Travel and Training: \$30,000
 - Technology: \$10,000
 - Establish Courier Services: \$30,000





WASHOE COUNTY
LIBRARY SYSTEM

Thank you!

Connect

Gather

Explore



TO: Washoe County Library Board

FROM: Brenda Owens, Downtown Reno Branch Manager

RE: Downtown Reno Library Report on Programs, Activities and Operations

DATE: December 19, 2018

The Downtown Reno Library Report on Programs, Activities and Operations will be presented at the meeting.

TO: Washoe County Library Board
FROM: Nancy Keener, Systems and Access Librarian
RE: Monthly Technology Report
DATE: December 19, 2018

Update on Technology at WCLS December 2018

AMH

The machinery was delivered at the end of November without incident. The vendor is going over our settings in Koha and we are waiting on infrastructure work at Sparks and South Valleys. Our go live date has been pushed back to March.

Public Computer Refresh

South Valleys library finally got their 27 public computers refreshed and their public network retooled.

Staff Computer Refresh

New staff PCs are ready for Systems staff to install after the first of the year. There are 178 in total.

Makerspace

Makespace will be adding new 3D printers and additional virtual reality carts for the remaining branches that don't currently have them.

Laptop Lab

13 Dell laptops were purchased with Friends Allocation money to allow the library to offer more public computer training classes beginning in January. The new classes include internet safety, Microsoft Excel, genealogy and Skype.

TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Tacchino Trust Expenditure Update
DATE: December 19, 2018

Background: The Library Board of Trustees receives regular monthly updates regarding the status of expenditures from the Tacchino Trust bequeathment to the Washoe County Library System.

The Final Distribution Check or \$460,000 was received November 30, 2018.

Expenditures for the month of November included: \$91,774.00 for the Automated Materials Handler units and \$1,473.34 for Downtown Reno Library Children's Materials.

To date, Tacchino Trust funds has expended a total of \$215,989.14 from the first distribution payment with \$3,184.88 of those funds spent on Children's Materials.

The total Tacchino Trust funds available the beginning of December is \$696,260.86

Recommendation and Suggested Motion: This agenda item is informational and does not require any action.

TO: Washoe County Library Board
FROM: Jeff Scott, Library Director
RE: Lifescapes Update
DATE: December 19, 2018

INFORMATIONAL UPDATE:

In 2017, the University of Nevada English Department agreed to reabsorb Lifescapes Senior Writing Program. This was a negotiation with Library Branch Manager for Spanish Springs Julie Machado and the UNR English Department.

As we have been working with UNR to take over the Lifescapes program one thing we wanted to ensure was that the integrity of the collection was maintained. We assured Dr. Eric Rasmussen, Foundation Professor and Philosophy Chair at UNR, that we would deliver them the complete archive of documents so that they would have the complete run. Debi Stears, our Collection Development Manager, is still collecting the publications from all our branches. Those that have been sent to her are currently in her office before being sent over to UNR.

The University of Nevada, Reno English Department can provide far better services and oversight than Washoe County Library System. As experts with advanced degrees in writing coupled with their experience, they are a far superior option for Washoe County residents.

LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6f

FY2018/19

DATE ASSIGNED	TRUSTEE	TASK / AGENDA ITEM REQUESTED	ANTICIPATED COMPLETION	DATE COMPLETED
9/19/18	Not Applicable	Assistant County Manager Solaro to return to Board in January 2019 to report upon training progress	January 2019	
11/15/18	Chair Alderman	Debi Stears to bring report with System/branch circulation numbers – request from NV circulation slide	January 2019	
11/15/18	Trustee Stoess	Future agenda, not necessarily an action item, to discuss going to quarterly meetings versus monthly meetings	January 2019	
9/19/18	Trustee Parkhill	Requested Board Task Record to be included in agenda	November Meeting	11/15/18 - LBOT
7/18/18 – LBOT Meeting	Chair Alderman Trustee Parkhill	Non-cash donations be set in a grid vs a list for the Board to see how the programs were attended in the branches - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	November Meeting	11/15/18 – LBOT 11/6/18 – Trustee Alderman met with Director Scott
7/18/18 – LBOT Meeting	Chair Alderman Trustee Parkhill	See financial report consolidated so that the Board can see where the donations and grants in the Donation report correspond in the Financial Report - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	November Meeting	11/15/18 – LBOT 10/30/18 - Trustee Parkhill and Holland met with Director Scott
7/18/18 – LBOT Meeting	Chair Alderman	Would like statistical reports to quantify results to Strategic Plan so that the Board can see the impact - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	November Meeting	11/15/18 – LBOT 11/6/18 – Trustee Alderman met with Director Scott
8/15/18	Trustee Stoess	Resignation as FWCL liaison, appointment of Trustee Holland to FWCL liaison	September meeting	9/19/18 - LBOT

LIBRARY BOARD OF TRUSTEE TASK RECORD/FOLLOW-UP

ITEM 6f

FY2018/19

8/15/18	Trustee Parkhill	To meet with Director Scott and discuss financial report	Meeting scheduled 9/20/18	9/20/18 – Director Office
7/23/18 – Chair one-on-one	Chair Alderman	Library Director mandatory Leadership Training – Director Scott showed the Chair the webinar/training list provided by WCHR. Both agreed on something on-going. Jeff to contact trainer at UNR to provide one-on-one continuous coaching. Chair Alderman requested to speak with her also.	September Meeting	9/19/18 - LBOT
7/23/18 – Chair one-on-one	Chair Alderman	Overall Team report for YLSE – Director Scott noted that programming information is included in every monthly update of the Director’s Report	---	---
7/18/18 – LBOT Meeting	Chair Alderman	Agendize discussion for Financial report in August LBOT meeting - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	Meeting scheduled 9/20/18	9/20/18 – Director Office
7/18/18 – LBOT Meeting	Chair Alderman	Return Financial report to September LBOT meeting - WCLS will work with all in October for layout of quarterly report for reporting at November mtg.	Meeting scheduled 9/20/18	9/20/18 – Director Office
7/18/18 – LBOT Meeting	Chair Alderman	Agendize dissolution Partnership Advisory Committee next Board meeting	August Meeting	8/15/18
7/18/18 – LBOT Meeting	Trustee Parkhill Chair Alderman	Would like to see a running list of accountability	August Meeting – TG	

Employee Spotlight

John Crocket
Library Branch Manager
Incline Village Library



John Crockett is the Managing Librarian at the Incline Village Library, and has been with the Washoe County Library system for 13 years.

In 2005, John began working in the Library's Youth Services before becoming the Internet Services Librarian. He then managed the Sierra View Library before his present role as the Manager of the Incline Village Library. John has been instrumental in community and statewide civic and professional events, including the Reno Mini Maker Faire. From engineers to artists to scientists to crafters, Maker Faire is a venue for these "makers" to show hobbies, experiments, and projects.

John has been active with the Nevada Library Association (NLA), including serving as Presidents in 2013. His dedication to library services earned him this year's NLA's Librarian of the Year.

John has a B.S. in Environmental Science from the University of Vermont, and a M.S. in Information Science from the University of North Texas. He can usually be found on the slopes around Lake Tahoe and exploring the beautiful backcountry at Mt. Rose Summit. Last year, he travelled to Hokkaido, Japan, to ski in one of the snowiest places on Earth. A Boston sports fan, John cheered on the Red Sox in the World Series.