

Pahrump Community Library
Minutes of the June 10, 2024 Meeting

1. Call to Order

Meeting called to order at 10:09 am.

2. Members Roll Call

In Attendance: Secretary Kelly Green, Trustee Dee Mounts, Vice Chair Michael Runion, Chair Shewalter, Senior Deputy District Attorney Michelle Nelson, Assistant Director Shanna Gibbons, Children's Head Alysha Wogee, Reference Department Head Kimberly Thomas, Commissioner Frank Carbone

Not Present: Trustee Matthew Morris, Director Vanja Anderson

3. Pledge of Allegiance

Trustee Mounts led the Pledge of Allegiance.

4. Trustee/Director/Liaison Comments – This item is limited to announcements or topics/issues proposed for future workshops, committees, and agendas.

Commissioner Carbone says it he is happy to see everybody is here except for one individual and it has been a great morning so far.

Vice Chair Runion says he would like to apologize the public for missing the last meeting; he was attending a funeral.

Chair Shewalter says he and Trustee Morris were given approval to do some auditing of petty cash and training expenditures and found some interesting things. Chair Shewalter has a meeting with Mr. MacArthur, the library's accountant, where they will be drawing up policies for petty cash and training expenses that will then will be presented to the board.

Chair Shewalter addresses item 6 prior to item 5.

5. GENERAL PUBLIC COMMENT: (*Action will NOT be taken no matters considered during this period until specifically included on an agenda as an action item.)

Karen Waldman says she didn't get a chance to comment at the last meeting on the petty cash. She says she is aghast there is so much money in it. She had businesses for 20 years and her petty cash had next to nothing in it and they never paid expenses out of it. She doesn't understand how this process worked and how there were thousands of dollars in it. She has never seen a petty cash with that kind of cash in it.

Chair Shewalter thanks her for her comments.

Chair Shewalter asks Kraven if there is anyone on Zoom. Kraven says there is not. Chair Shewalter says to let him know if someone does sign in.

With no further public comment, item 5 is closed.

6. Approval of June 10, 2024 Agenda (Non-action item)

Chair Shewalter moves to strike item number 7 as there are no emergency items.

Chair Shewalter moves to strike item number 14 for the petty cash reimbursement request, as he and Mr. MacArthur will be working on it together.

Without objection, the June 10, 2024 agenda is approved.

7. For Possible Action: Emergency Items

Item 7 is struck as there are no emergency items.

8. For Possible Action: Discussion and deliberation to approve or amend and approve the meeting minutes for May 13, 2024, the May 20, 2024 budget meeting and the May 30, 2024 audit meeting.

Trustee Mounts makes a motion to approve the meeting minutes for May 13, 2024, the May 20, 2024 budget meeting and the May 30, 2024 audit meeting. Secretary Green seconds the motion.

The measure passes 4-0 with one absent.

9. Presentation: Librarian's Report by Vanja Anderson for discussion of monthly expenditures and revenue for May 2024.

Assistant Director Gibbons reads from Director Anderson's report beginning on page 28 of the backup.

Chair Shewalter says the packet he printed from what was sent to him has different numbers from what was distributed today. Assistant Director Gibbons says Director Anderson may not have had her report finished yet when it was sent out; she is not sure. Chair Shewalter replaces the packets with the new ones. Assistant Director Gibbons says if there are any questions Director Anderson can answer them when she returns.

Assistant Director Gibbons continues reading from the director's report beginning on page 29.

Chair Shewalter thanks her.

Secretary Green has no comments.

Trustee Mounts has no comments.

Vice Chair Runion thanks Assistant Director Gibbons for stepping in.

With no further comment, item 9 is closed.

10. For Possible Action: Discussion and deliberation to approve or amend and approve payment vouchers for May 2024 through June 2024.

Assistant Director Gibbons reads from the payment vouchers as found on page 31 of the backup.

Secretary Green has no comments.

Trustee Mounts has no comments.

Vice Chair Runion has no comments.

Chair Shewalter there was a question about things to add to the emergency checklist and as he was looking at this it occurred to him fire extinguishers would be good to check. He asks Assistant Director Gibbons to send that message up the chain.

Chair Shewalter asks what Network Savants was needed for. Assistant Director Gibbons says she didn't see an invoice so she can't answer that. He came in and did something on Destiny which is out check-in/check-out program.

Kraven Betancourt says he works at the reference department and from his understanding the program that we use for our cataloging gets updates every now and then and this might have come around the time we got a yearly or bi-yearly update. For the facilitation of that Chris from Network Savants handled all that and Kraven thinks Chris came down a couple of times but we had updates over the past couple of months for security purposes and maintenance to keep it up to date. Chair Shewalter asks if this database is for the collection. Kraven says it is for anything from fines to checkouts and the cataloging service that we use as a library. Chair Shewalter asks where we get the program from. Assistant Director Gibbons says Follett. Kraven says the website is EBSCO and the catalog is Follett and they are separate.

Chair Shewalter says his question is to clarify the amounts for EBSCO and Network Savants and whether EBSCO is doing updates and Network Savants is then having to straighten it out. Kraven says the bill might be higher because we had a yearly or so update. Chair Shewalter thanks Kraven for the information.

Secretary Green has no comments.

Trustee Mounts has no comments.

Vice Chair Runion has comments.

Chair Shewalter has no further comments.

Karen Waldman says she has a question on the Valley Electric internet amount and whether the power is included in that amount as well as internet. Assistant Director Gibbons says she thinks that is for power and that we have a credit for internet right now and that Director Anderson may have transposed those two numbers on the report.

There is no more public comment.

Assistant Director Gibbons moves on to the next payment voucher for petty cash for June as found on page 32.

Chair Shewalter says last month we talked about a full breakdown for petty cash and asks where all the receipts are. Assistant Director Gibbons says they are in the director's office, but she didn't get anything for the backup.

There is no board comment.

Assistant Director Gibbons moves on to the next payment voucher for petty cash for May as found on page 33.

Secretary Green asks what was Kraven reimbursed for.

Kraven Betancourt says it was for a lamp and a lightbulb that ran on the more expensive end but was for the plant program we have coming up and the plants are still alive and ready to go. He says the only reason it was for an exact amount is that it was a partial reimbursement and after the lamp is not needed it will stay in the library and can be used for the lizard and the plants. Chair Shewalter asks if we have a lizard? Kraven says we have had her for a couple of months now. Chair Shewalter thanks him and says he is very generous.

Secretary Green has no further comment.

Trustee Mounts has no comment.

Vice Chair Runion has no comments.

Chair Shewalter says he was going to ask about Kraven's reimbursement but that has been covered.

Karen Waldman says she is curious about credit card charges because there is no documentation of what the charges were for. She has never seen a petty cash where you pay bills out of it and is curious if there is backup for what those amounts were for.

There is no further public comment.

Chair Shewalter makes a motion to amend and approve the payment vouchers for May 2024 and June 2024, omitting petty cash for both May 2024 and June 2024.

Vice Chair Runion seconds the motion.

Secretary Green has no comment.

Trustee Mounts has no comment.

Chair Shewalter says he wants to see the full breakdown and what was provided is inconsistent with the directive from last month. Vice Chair Runion says he agrees that we need a clear breakdown and need to see the bank statement.

The measure passes 4-0 with one absent.

11. Presentation: Librarian's Report by Vanja Anderson, Shanna Gibbons and Alysha Wogee for discussion on library activity for May 2024. Report activities include patron traffic, books checked out, books returned, fees collected, online story time, STEAM, internet use, website usage and materials added.

Assistant Director Gibbons reads from Director Anderson's report as found on page 35 of the backup. She reads the monthly stats on page 36.

Children's Head Alysha Wogee reads her monthly statistics.

Secretary Green has no comments.

Trustee Mounts has no comments.

Vice Chair Runion has no comments.

Chair Shewalter says that in the librarian's report, where it says "since we no longer have a maintenance person I don't know what general safety/equipment need to be checked aside from those," that this is where he was mentioning the fire extinguishers might be a good thing to add to that.

With no further comment, item 11 is closed.

12. Continued from the May 13, 2024 Pahrump Library Board of Trustees Meeting: For Possible Action: Discussion and deliberation to 1) conduct the annual review and evaluate the character, alleged misconduct, and professional competence of the Pahrump Community Library Director, Vanja Anderson, in relation to her duties and responsibilities as a Library Director as set forth in the Pahrump Community Library Personnel Policy Manual or as has been otherwise directed by the Board of Trustees; and 2) take administrative action against the Pahrump Community Library Director, Vanja Anderson, if the Board of Trustees determine such administrative action is warranted including but not limited to termination, a substandard performance appraisal, dismissal, suspension, demotion, reduction in pay, verbal or written reprimand, retention, or no action.

Chair Shewalter makes a motion to continue this item to July 8, 2024 at 10 am.

He says the reason he is asking for the board's consideration is that last month, with one of the trustees absent, he made a commitment that all trustees should be present for the evaluation because hiring and evaluating the director is one of the most important things the board does, and Trustee Morris is absent. He says that Director Anderson was given proper notice that her evaluation was today and she was not present either, and since this relates exclusively to her, he thinks it is fair that she be here. He says we have done this twice and Director Anderson does get notice, and this will be his last request for continuance on this.

Vice Chair Runion seconds the motion.

Senior Deputy District Attorney Michelle Nelson would like to add to the minutes of this meeting the notice that was given to Director Anderson pursuant to NRS 241.033 and NRS 241.034.

Secretary Green has no comment.

Trustee Mounts asks why Director Anderson is not here.

Assistant Director Shanna Gibbons says she got a text at 6:00 am this morning saying that Vanja Anderson was not feeling well.

Vice Chair Runion has no comment.

Chair Shewalter already made his comments.

There is no public comment.

Chair Shewalter says this is for fairness so that everyone gets a voice in this who is part of this issue.

Chair Shewalter calls the question to continue the discussion and deliberation to 1) conduct the annual review and evaluate the character, alleged misconduct, and professional competence of the Pahrump Community Library Director, Vanja Anderson, in relation to her duties and responsibilities as a Library Director as set forth in the Pahrump Community Library Personnel Policy Manual or as has been otherwise directed by the Board of Trustees; and 2) take administrative action against the Pahrump Community Library Director, Vanja Anderson, if the Board of Trustees determine such administrative action is warranted including but not limited to termination, a substandard performance appraisal, dismissal, suspension, demotion, reduction in pay, verbal or written reprimand, retention, or no action to July 8, 2024 at 10:00 am.

The measure passes 4-0 with one absent.

13. For Possible Action: Discussion and deliberation to approve, amend and approve or reject the Employee Exit Interview presented by the Library Director.

Chair Shewalter gives the trustees and audience time to look over the exit interview as found on page 39 of the backup.

Secretary Green says when she look at other libraries' exit interviews, a lot of libraries have length of service, because some people have been longer and their opinions would probably carry more weight. She would like to add two questions. 1. "Can the library do anything to encourage you to stay?" and 2. "Are there library policies or procedures you would like to see changed? If so, which ones and what changes do you suggest?"

Trustee Mounts asks why a person exiting their job would fill it out honestly if their name is on it. Secretary Green asks why they would not. Trustee Mounts says she doesn't know, but possibly fear of retaliation or a bad reference.

Vice Chair Runion says he has filled these out in the past and has written them. Most employees who are leaving on good terms will fill it out honestly. He says retaliation for a reference is not as much of a thing anymore because the questions are standardized, because they are limited in what questions they are legally allowed to ask. He says the additions suggested by Secretary Green are very good.

Chair Shewalter says though you may fear retaliation or a poor reference, giving more than position, dates hired, and pay opens you up to legal action because that is all that by law you are required to give. He says he talked to someone who left the library and he would have liked to see what their comments on a questionnaire like this would have been, and that is why he added this to the agenda.

Secretary Green says we need a form like this because the board needs to know, and a lot of times people won't come and talk to us, but they will put it on paper.

Chair Shewalter says he agrees that we need an exit interview but he doesn't want to amend it without the director's input since she drew it up. He doesn't want to approve it as is because it could use refinement.

Secretary Green asks if it can be continued for 60 days.

Chair Shewalter says we can let it die and in the interim send emails to the director individually with input.

Senior Deputy District Attorney Michelle Nelson says if you continue it, you have to bring it back exactly the way it is. So if you want changes, the board can reject it, it can die for lack of a motion, and it can be reagendaized.

Candace Hunt says she thinks what would be helpful for herself and others in the audience is that there is not a lot of background on whether this is an update to an existing exit interview or who created it or why the form is in the packet today. She says she would never fill it out. She would refuse to fill it out. She doesn't understand where it

came from, why it's here, what's the purpose, and who wrote the questions. If someone could explain the background, that would be very helpful.

Chair Shewalter thanks her for her comments.

Anne Underdahl says she agrees with Ms. Hunt that she wouldn't fill it out either. Most of her exit interviews have been a verbal dialogue. She says what you want to know is if this person would be willing to come back under different circumstances. In the Clark County School District, new people are being paid more than existing teachers, so that is a possible reason to leave and consider being rehired. There are also people who will leave a job because of bad management, but will consider coming back under new management, new goals, new vision. She does not think as written that it will benefit the library or person who decides to leave.

Chair Shewalter thanks her for her comments.

Karen Waldman says she had 20 businesses in 20 years in multiple locations. She needed to know if her managers were doing what they said. Answering these questions in her businesses gave an idea if things were going on that shouldn't be going on. It is important to find out if you are trying to find out if there is a toxic environment or things are going on that you don't know about. Not everyone will fill it out but you can get some decent information from people. The purpose of doing this is not to attack someone but to make the environment better. If you know why people are leaving and it keeps being for the same reason that's something you should look at. She likes the exit interview and appreciates it.

Chair Shewalter thanks her for her comments.

Chair Shewalter addresses Candace Hunt's earlier question about the origin of the exit interview. The origin was an agenda item that instructed the director to create and submit for approval an exit interview.

Item 13 dies for lack of a motion.

14. For Possible Action: Discussion and deliberation to approve, amend and approve or reject the Petty Cash Reimbursement Request form created by Chairman Shewalter.

Item 14 is struck.

15. Trustee/Director/Liaison Comments: This item is limited to announcements or topics/issues proposed for future workshops, committees and agendas.

Commissioner Carbone says sometimes you have to say things seven times.

Secretary Green says her concern is with the Zoom directions as posted on the agenda she printed out. The details were for the county commissioner's meeting.

Senior Deputy District Attorney Michelle Nelson says the agenda with the Zoom links, the information was sent to the library director for confirmation that the Zoom link, the ID number, the passcode number, and phone numbers were correct. She received a confirmation email from the library director that the information looked “great.” She says she was informed this morning that the Zoom link was up and running despite the technical difficulties. With respect to the front page of the agenda, the Zoom meeting is an accommodation, not a requirement of OML.

Kraven Betancourt says he had the same concern two days ago that it looked different on the website. He is not entirely sure why it said that on the website itself, but what it says on the paper and what we posted out to the public was correct. Whatever is on the website is because there is an update that is going on to the website where we couldn’t make the change. They have certain maintenance periods where we can’t make any changes at all. The way that it looks right now on the website where it looks a bit confusing is the way it is going to look until they are finished with their update. He says he doesn’t know when that will be because he doesn’t take care of the website.

Chair Shewalter asks Secretary Green to clarify what information was different on the agenda. She says it had the information for the county board of commissioners meeting.

Trustee Mounts says Diesel Dude is taking the therapy dog test in Vegas in a couple weeks. Buddy is also taking the test. The program should be up and running within a month. She would like to put it on the agenda for next month for a presentation and an item that will need to be voted on for money for the costs associated with it.

Vice Chair Runion has no comments.

Chair Shewalter says this is one strike against the Zoom. We need to get it sorted or he will make an agenda item to omit Zoom altogether.

Senior Deputy District Attorney Michelle Nelson asks Kraven to speak on the record. We are getting off the agenda so hopefully we can wrap this up.

Kraven Betancourt says for the sake of clarity he does not take care at all of the posting on the website. The way it was posted, we can’t make changes, that update, he had nothing to do with that. The Zoom link was posted. With the Zoom he was afraid of the technical difficulties too. He can’t explain the website. He does not take care of that at all. The meeting was posted the way it was supposed to and if you join it does work.

Chair Shewalter says this was not intended as a critique of Kraven and he does a great job with the tech.

With no further comment, item 15 is closed.

16. Adjournment

Chair Shewalter adjourns the meeting at 11:26 am.

NOTICE OF MEETING TO CONSIDER CHARACTER AND
PROFESSIONAL COMPETENCE OF A PERSON

NRS 241.033

May 13, 2024

Vanja Anderson
701 East Street
Pahrump, NV 89048

Re: Notice of meeting of the Pahrump Community Library District's Board of Trustees to consider your character and professional competence, or health in connection with your annual evaluation as Library Director

Dear Vanja Anderson:

The Board of Trustees is responsible for the evaluation of the Library Director every twelve months. Your hire date was May 9, 2022. Your last annual review was on May 8, 2023. On May 13, 2024, the Board of Trustees continued your annual review evaluation to June 10, 2024, at 10:00 a.m. at 701 East Street, Pahrump, Nevada. In connection with your annual review as Library Director, the Pahrump Community Library District's Board of Trustees may consider your character and professional competence at its meeting on June 10, 2024. The meeting will begin at 10:00 a.m. at 701 East Street, Pahrump, Nevada.

The meeting is a public meeting, and you are welcome to attend. The Board of Trustees may consider the following: your character, alleged misconduct, and professional competence in connection with your duties and responsibilities as a Library Director as set forth in the Pahrump Community Library Personnel Policy Manual or as has been otherwise directed by the Board of Trustees. You are welcome to have any attorney or other representative of your choosing present with you or on your behalf, present written evidence, provide testimony, and present witnesses relating to your character, alleged misconduct, and professional competence.

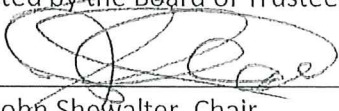
Pursuant to NRS 241.034 and NRS 341.033, notice as set forth above provides that if the Board of Trustees determines it necessary after considering your character, alleged misconduct, and professional competence, in the open meeting, it may, without further notice, take administrative action against you at this meeting, including but not limited to termination, a substandard performance appraisal, verbal or written reprimand, reduction in pay, or no action. The meeting will begin at 10:00 a.m. at 701 East Street, Pahrump, Nevada, 89048.

This informational statement that the Board of Trustees may take administrative action is required pursuant to NRS 241.033(2)(b) and required that you be noticed pursuant to NRS 241.034.

Notice is hereby given under NRS 241.034 and NRS 241.033 of the time and place of the meeting and must be personally delivered to you at least five (5) working days before the meeting, as set forth above.

A list of general topics concerning you that will be considered by the Board of Trustees is your character, alleged misconduct and professional competence in connection with your duties and responsibilities as a Library Director as set forth in the Pahrump Community Library Personnel Policy Manual or as has been otherwise directed by the Board of Trustees.

Dated: 13 May 2024



John Shewalter, Chair
Pahrump Community Library District

Copy of Nevada Statutes

NRS 241.033 Meeting to consider character, misconduct, competence or health of person or to consider appeal of results of examination: Written notice to person required; exception; public body required to allow person whose character, misconduct, competence or health is to be considered to attend with representative and to present evidence; attendance of additional persons; copy of record.

1. Except as otherwise provided in subsection 7, a public body shall not hold a meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of any person or to consider an appeal by a person of the results of an examination conducted by or on behalf of the public body unless it has:

- (a) Given written notice to that person of the time and place of the meeting; and
- (b) Received proof of service of the notice.

2. The written notice required pursuant to subsection 1:

- (a) Except as otherwise provided in subsection 3, must be:

- (1) Delivered personally to that person at least 5 working days before the meeting; or

- (2) Sent by certified mail to the last known address of that person at least 21 working days before the meeting.

- (b) May, with respect to a meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person, include an informational statement setting forth that the public body may, without further notice, take administrative action against the person if the public body determines that such administrative action is warranted after considering the character, alleged misconduct, professional competence, or physical or mental health of the person.

- (c) Must include:

- (1) A list of the general topics concerning the person that will be considered by the public body during the closed meeting; and

- (2) A statement of the provisions of subsection 4, if applicable.

3. The Nevada Athletic Commission is exempt from the requirements of subparagraphs (1) and (2) of paragraph (a) of subsection 2, but must give written notice of the time and place of the meeting and must receive proof of service of the notice before the meeting may be held.

4. If a public body holds a closed meeting or closes a portion of a meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person, the public body must allow that person to:

- (a) Attend the closed meeting or that portion of the closed meeting during which the character, alleged misconduct, professional competence, or physical or mental health of the person is considered;

- (b) Have an attorney or other representative of the person's choosing present with the person during the closed meeting; and

- (c) Present written evidence, provide testimony and present witnesses relating to the character, alleged misconduct, professional competence, or physical or mental health of the person to the public body during the closed meeting.

5. Except as otherwise provided in subsection 4, with regard to the attendance of persons other than members of the public body and the person whose character, alleged misconduct, professional competence, physical or mental health or appeal of the results of an examination is considered, the chair of the public body may at any time before or during a closed meeting:

(a) Determine which additional persons, if any, are allowed to attend the closed meeting or portion thereof; or

(b) Allow the members of the public body to determine, by majority vote, which additional persons, if any, are allowed to attend the closed meeting or portion thereof.

6. A public body shall provide a copy of any record of a closed meeting prepared pursuant to NRS 241.035, upon the request of any person who received written notice of the closed meeting pursuant to subsection 1.

7. For the purposes of this section:

(a) A meeting held to consider an applicant for employment is not subject to the notice requirements otherwise imposed by this section.

(b) Casual or tangential references to a person or the name of a person during a meeting do not constitute consideration of the character, alleged misconduct, professional competence, or physical or mental health of the person.

(c) A meeting held to recognize or award positive achievements of a person, including, without limitation, honors, awards, tenure and commendations, is not subject to the notice requirements otherwise imposed by this section.

(Added to NRS by 1993, 2636; A 2005, 977, 2246, 2248; 2011, 2388; 2019, 3624)

NRS 241.034 Meeting to consider administrative action against person or acquisition of real property by exercise of power of eminent domain: Written notice required; exception.

1. Except as otherwise provided in subsection 3:

(a) A public body shall not consider at a meeting whether to:

(1) Take administrative action against a person; or

(2) Acquire real property owned by a person by the exercise of the power of eminent domain,

↪ unless the public body has given written notice to that person of the time and place of the meeting.

(b) The written notice required pursuant to paragraph (a) must be:

(1) Delivered personally to that person at least 5 working days before the meeting; or

(2) Sent by certified mail to the last known address of that person at least 21 working days before the meeting.

↪ A public body must receive proof of service of the written notice provided to a person pursuant to this section before the public body may consider a matter set forth in paragraph (a) relating to that person at a meeting.

2. The written notice provided in this section is in addition to the notice of the meeting provided pursuant to NRS 241.020.

3. The written notice otherwise required pursuant to this section is not required if:

(a) The public body provided written notice to the person pursuant to NRS 241.033 before holding a meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of the person; and

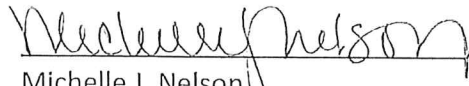
(b) The written notice provided pursuant to NRS 241.033 included the informational statement described in paragraph (b) of subsection 2 of that section.

4. For the purposes of this section, real property shall be deemed to be owned only by the natural person or entity listed in the records of the county in which the real property is located to whom or which tax bills concerning the real property are sent.

(Added to NRS by 2001, 1835; A 2001 Special Session, 155; 2005, 2247)

PROOF OF SERVICE

I, Michelle J. Nelson, hereby swear or affirm under penalty of perjury, that in accordance with NRS 241.033, I served the foregoing **NOTICE OF MEETING TO CONSIDER CHARACTER AND PROFESSIONAL COMPETENCE**, by personally serving it on Vanja Anderson, Pahrump Community Library District's Library Director, at 701 East Street, Pahrump, Nevada 89048, on this 13th day of May, 2024.


Michelle J. Nelson

State of Nevada)
) ss.
Nye County)

Signed and sworn to (or affirmed) before me by Michelle J. Nelson (name), on
05/13/24 (date).



Notary Public

Commission Expires 09/22/24.



Expense Report

Jun-24

FY 24	Current	Year to Date	Budget	Balance	% of Budget	% Remain	Period
5311 Operating Expense	\$ 14,471.86	\$ 54,611.91	\$ 82,500.00	\$ 27,888.09	66%	34%	12
5312 Office Expense	\$ 544.05	\$ 9,699.54	\$ 14,000.00	\$ 4,300.46	69%	31%	12
5321 Advertising	\$ 216.00	\$ 1,244.00	\$ 2,000.00	\$ 756.00	62%	91%	12
5322 Postage	\$ 53.80	\$ 96.35	\$ 1,000.00	\$ 903.65	10%	90%	12
5331 Travel		\$ 523.00	\$ 1,000.00	\$ 477.00	52%	48%	12
5335 Training			\$ 3,000.00	\$ 3,000.00	0%	100%	12
5341 Communications	\$ 4,547.30	\$ 11,567.22	\$ 21,000.00	\$ 9,432.78	55%	45%	12
5342 Utilities	\$ 1,229.61	\$ 42,742.44	\$ 47,500.00	\$ 4,757.56	90%	10%	12
5352 Building	\$ 511.00	\$ 6,595.89	\$ 10,000.00	\$ 3,404.11	66%	34%	12
5354 Equipment		\$ 2,878.01	\$ 10,000.00	\$ 7,121.99	29%	71%	12
5361 Professional			\$ 2,000.00	\$ 2,000.00	0%	100%	12
5365 Subscriptions & Due		\$ 921.10	\$ 1,000.00	\$ 78.90	92%	8%	12
5369 Other Contractual Ser.	\$ 12,242.90	\$ 15,307.83	\$ 30,000.00	\$ 14,692.17	51%	49%	12
5371 Property Insurance		\$ 33,729.81	\$ 36,000.00	\$ 2,270.19	94%	6%	12
3595 Grants			\$ 5,472.37				12
Total	\$ 33,816.52	\$ 179,917.10	\$ 261,000.00	\$ 81,082.90	69%	58%	12
5110 Salaries	\$ 39,927.44	\$ 502,556.53	\$ 615,000.00	\$ 112,443.47	82%	18%	12
Benefits	\$ 20,583.28	\$ 243,264.97	\$ 269,063.00	\$ 25,798.03	90%	10%	12
Total	\$ 60,510.72	\$ 745,821.50	\$ 884,063.00	\$ 138,241.50			
Grand Total	\$ 94,327.24	\$ 925,738.60	\$ 1,145,063.00	\$ 219,324.40	81%	19%	12

Pahrump Library Expenditures FY 24 Cumulative Account

Budget	July	August	September	October	November	December	January	February	March	April	May	June
Salaries & Wages	31,824.70	70,932.62	110,010.05	167,602.29	205,584.31	224,557.78	281,290.87	321,186.32	363,247.64	423,144.65	462,629.09	459,200.10
Retirement	8,261.56	19,672.44	31,134.25	48,344.37	59,862.45	65,621.50	82,898.62	94,990.23	107,252.02	125,497.09	137,500.65	149,675.87
Workers Comp		3,488.25	3,488.25	3,488.25	3,488.25	3,488.25	3,488.25	3,488.25	3,488.25	3,488.25	3,488.25	3,488.25
Group Insurance	6,608.58	13,216.95	19,825.32	26,433.69	33,042.06	33,042.06	46,258.80	52,867.17	59,475.54	65,396.22	72,165.57	79,165.57
Medicare	452.40	1,008.42	1,563.98	2,382.50	2,927.72	3,197.50	4,003.37	4,570.81	5,169.65	6,021.58	6,588.57	7,156.45
Social Security	251.38	564.20	865.71	1,251.27	1,474.44	1,584.94	1,904.83	2,140.49	2,375.28	2,712.18	2,938.65	3,160.81
Unemployment												
Total Labor	47,398.62	108,882.88	166,887.56	249,502.37	306,379.23	331,492.03	419,844.74	479,243.27	541,008.38	626,259.97	685,310.78	745,821.50
Operating Expense												
Office Expense	5,177.22	10,418.47	14,225.44	15,312.87	24,369.05	33,045.13	33,276.02	40,752.96	47,595.48	54,495.13	56,928.88	54,611.91
Advertising			1,380.30	1,670.79	2,503.94	3,469.89	3,677.84	5,927.20	6,704.14	8,876.21	9,182.21	9,669.54
Postage					122.00	122.00	329.00	512.00	695.00	817.00	1,061.00	1,244.00
Travel									61.35	96.35	96.35	96.35
Training							249.00	246.00	523.00	523.00	523.00	523.00
Communications	193.33	2,273.89	3,241.86	3,245.34	3,446.31	7,435.42	7,610.42	7,617.35	10,287.15	10,327.76	11,134.38	11,567.22
Utilities	4,468.33	5,213.75	10,775.43	15,686.23	20,052.43	21,543.22	24,037.11	27,372.05	30,850.00	34,083.04	37,026.27	42,742.44
Professional												
Building			1,343.42	1,978.42	3,260.42	3,260.42	4,535.42	4,822.89	4,822.89	5,137.89	6,275.89	6,595.89
Equipment		96.00	96.00	833.62	1,549.62	1,549.62	2,089.57	2,089.57	2,666.01	2,772.01	2,878.01	2,878.01
Subscriptions/Dues												921.10
Other Contractual		2,073.50	4,983.40	6,086.31	7,972.83	8,348.37	8,497.83	11,051.20	11,784.94	12,569.08	14,567.58	15,307.83
Property Insurance												33,729.81
Grants							4,152.07	4,152.07	4,667.90	4,667.90	4,667.90	5,472.37
Total Supplies	261,000.00	9,838.88	20,075.61	36,045.85	44,813.58	63,276.60	78,774.07	88,454.28	104,543.29	120,657.86	134,365.37	147,206.11
Grand Total	1,145,063.00	57,237.50	128,958.49	202,933.41	294,315.95	369,655.83	410,266.10	508,299.02	583,786.56	661,666.24	745,821.50	745,821.50
Capital Projects					3,414.00	3,414.00	3,414.00	3,414.00	3,414.00	3,414.00	3,414.00	3,414.00

Pahrump Library Revenues FY 2024 Cumulative

	August	September	October	November	December	January	February	March	April	May	June	Budget
TAXES												
Property	65,464.03	433,482.71	464,764.31	649,260.46	652,657.01	839,111.40	903,592.15	1,039,504.63	1,112,096.23	1,121,891.74	1,122,951.66	1,125,098.00
INTERGOVERNMENTAL												
Consolidated Tax												
SCCRT Loss			15,880.25	30537.62	46,146.61	59,843.04	74,418.83	90,167.25	104,035.58	117,573.65	134,387.87	
Grants				12,547.02	14,905.07	18,737.00	18,737.00	18,737.00	18,737.00	18,737.00	18,737.00	
FINES												
Fines and Forfeiture	381.15	813.40	813.40	813.40	1,707.65	1,863.05	2,321.05	2,707.40	3,069.10	3,069.10	3,424.35	
CHARGES FOR SERVICES												
Photo Copies/Fax/ Notary	2,480.30	3,482.85	6,015.25	7,221.95	8,260.40	9,494.94	10,963.12	12,049.92	13,532.37	14,663.42	15,625.32	14,000.00
Miscellaneous/Books	2,930.64	3,860.14	5,114.24	6,490.59	8,526.34	10,065.34	11,457.57	12,725.72	14,134.62	15,197.12	16,843.37	22,000.00
Total Revenues	71,156.12	441,619.10	492,587.45	706,871.04	732,203.08	939,114.77	1,021,489.72	1,175,891.92	1,265,604.90	1,291,132.03	1,311,969.57	1,161,098.00
Expenditures												
Salaries and Benefits	108,882.88	166,887.56	249,502.37	306,379.23	331,492.03	419,844.74	479,252.27	541,008.38	626,259.97	685,310.78	745,821.50	
Services and Supplies	20,075.61	36,045.85	44,813.58	63,276.60	78,774.07	88,454.28	110,997.05	120,657.86	134,365.37	147,206.11	179,917.10	
Total Expenditures	128,958.49	202,933.41	294,315.95	369,655.83	410,266.10	508,299.02	590,249.32	661,666.24	760,625.34	832,516.89	875,139.67	
Revenue minus expense	-57,802.37	238,685.69	198,271.50	337,215.21	321,936.98	430,815.75	431,240.40	514,225.68	504,979.56	458,615.14	436,829.90	
End of year												
Cash in Hand												

Vanja Anderson

Collections for Month of June 24

Day	Credit-Ref	Fax-Ref	Copies-Ref	Donations- Misc.	Notary	Donations Ci Fines-Circ	Misc-Circ	Used Books	Book-tique	Lost	Raffle	Copies-Circ Credit-Circ	People	Swap
Sat	1 \$ 130.60	\$ 3.00	\$ 17.00	\$ 5.00	\$ -	\$ 1.00	\$ -	\$ 22.90	\$ -	\$ -	\$ -	\$ 5.00	180	12
Sun	2													
Mon	3 \$ 3.20	\$ 11.00	\$ 36.60	\$ 2.80	\$ -	\$ 0.75	\$ 32.95	\$ 14.85	\$ 2.00	\$ 1.00		\$ 52.40	264	9
Tues	4 \$ 14.90	\$ 2.00	\$ 39.30	\$ 4.75	\$ 20.00	\$ 1.30	\$ 9.60	\$ 15.20	\$ 9.00	\$ -		\$ 12.70	237	7
Wed	5 \$ -	\$ -	\$ 48.20	\$ 4.70	\$ 15.00	\$ 3.90	\$ 34.20	\$ 10.50	\$ 1.00	\$ -		\$ 0.80	246	8
Thur	6 \$ 51.29	\$ -	\$ 24.10	\$ 1.00	\$ -	\$ 6.00	\$ 17.75	\$ 44.75	\$ 7.00	\$ 2.00		\$ 39.50	255	7
Fri	7 \$ 10.42	\$ -	\$ 20.30	\$ -	\$ -	\$ 1.00	\$ 2.00	\$ 30.50	\$ -	\$ 1.00		\$ -	236	7
Sat	8 \$ -	\$ 3.00	\$ 23.40	\$ 0.80	\$ -	\$ -	\$ 3.60	\$ 27.50	\$ 4.00	\$ 1.00		\$ -	192	4
Sun	9													
Mon	10 \$ 22.00	\$ -	\$ 29.60	\$ 6.50	\$ -	\$ -	\$ 13.45	\$ 12.00	\$ 3.50	\$ 2.00		\$ 11.90	229	40
Tues	11 \$ 2.20	\$ 1.00	\$ 25.20	\$ 2.50	\$ -	\$ 3.00	\$ 5.90	\$ 39.25	\$ -	\$ 1.00		\$ 5.85	193	3
Wed	12 \$ 30.70	\$ 10.00	\$ 18.40	\$ 3.30	\$ -	\$ 4.00	\$ 11.60	\$ 29.40	\$ 5.00	\$ 3.00		\$ 7.35	236	8
Thur	13 \$ 1.40	\$ 2.00	\$ 36.80	\$ 26.45	\$ 1.00	\$ 605.00	\$ 1.90	\$ 22.50	\$ -	\$ -		\$ 40.00	207	25
Fri	14 \$ 11.60	\$ 5.00	\$ 21.00	\$ 2.15	\$ -	\$ 3.95	\$ 54.00	\$ 22.70	\$ -	\$ -		\$ -	209	8
Sat	15 \$ 6.00	\$ 3.00	\$ 19.00	\$ 0.20	\$ -	\$ 0.10	\$ 17.45	\$ 13.50	\$ -	\$ -		\$ 4.80	191	6
Sun	16													
Mon	17 \$ 5.20	\$ -	\$ 75.10	\$ 3.75	\$ -	\$ 0.50	\$ 8.00	\$ 35.50	\$ -	\$ 3.00		\$ 25.16	272	1
Tues	18 \$ 6.20	\$ 3.00	\$ 53.30	\$ 0.15	\$ -	\$ 7.00	\$ 4.10	\$ 32.50	\$ 5.00	\$ -		\$ 12.20	239	2
Wed	19													
Thur	20 \$ 20.20	\$ 10.00	\$ 53.90	\$ 4.00	\$ 20.00	\$ 25.00	\$ 19.60	\$ 24.20	\$ 3.00	\$ 1.00		\$ 36.00	313	1
Fri	21 \$ 6.00	\$ -	\$ 34.80	\$ 1.15	\$ -	\$ 1.00	\$ 7.65	\$ 16.50	\$ -	\$ -		\$ 72.75	253	3
Sat	22 \$ 0.80	\$ 3.00	\$ 12.80	\$ 0.50	\$ -	\$ 1.00	\$ 1.80	\$ 12.50	\$ -	\$ -		\$ 7.90	192	0
Sun	23													
Mon	24 \$ 8.80	\$ -	\$ 60.60	\$ 6.35	\$ 20.00	\$ -	\$ 12.15	\$ 18.50	\$ 1.60	\$ 2.00		\$ 34.20	311	17
Tues	25 \$ 14.00	\$ 1.00	\$ 17.30	\$ 4.55	\$ -	\$ 5.00	\$ 19.35	\$ 21.00	\$ 17.00	\$ 1.00		\$ 36.90	253	2
Wed	26 \$ 9.00	\$ -	\$ 26.70	\$ 7.55	\$ 30.00	\$ 1.00	\$ 5.40	\$ 21.30	\$ -	\$ 2.00		\$ 17.50	270	6
Thur	27 \$ 9.40	\$ -	\$ 60.90	\$ 1.30	\$ 20.00	\$ -	\$ 2.20	\$ 26.00	\$ 7.00	\$ 2.00		\$ 20.85	250	15
Fri	28													
Sat	29													
Sun	30													
Mon	31													

Credit-Ref \$ 363.91

Cash Total

\$ 2,608.15

Grand Total \$ 3,420.46

Credit Only Total \$ 812.31

Credit-Circ \$ 448.40

5.60

5228

191

General Fund Payments

Jul-24

Vendor Name	Item	Recurrence	Amount
A & H Insurance	Insurance	Annual	\$
A to Z Databases	Databases	Annual	\$
AT&T	Phone	Monthly/Annual	\$
Awards Plus	Supplies	As Needed	\$
Baker & Taylor	Books	Monthly	\$ 1062.31
Blackstone Audio	Audio	Monthly	\$ 1178.60
Book Page	Magazine	Yearly	\$
C&S Waste Solutions	Trash	Monthly	\$ 163.66
Center Point Large Print	Books	Yearly / As needed	\$
Comtech Business System	Phone	As Needed	\$
Cutting Edge Lawn Care	Lawn	Monthly	\$ 405.00
Daniel C. McArthur	Accountant	As Needed	\$ 12242.90
Data2	Databases	As Needed	\$
Demco	Supplies	As Needed	\$
EBSCO	Databases	As Needed	\$ 713.00
Findaway	Audio	Monthly	\$ 401.13
Follet	ebooks	Annual	\$
Gale	Books	Monthly	\$ 424.69
Genuine Pest Control	Pest Control	Monthly	\$
Great Basin Water	Water	Monthly	\$ 1143.71
Grey House Publishing	Books	As Needed	\$
Jon Aire	HVAC	As Needed	\$
Johnson Controls	Alarm	Annual	\$
Kully	Equipment	As Needed	\$
Las Vegas Review Journal	Ads	As Needed	\$ 216.00
Legislative Counsel Bureau	Books	As Needed	\$
Library Journal	Magazine	As Needed	\$ 139.00
Library Store	Supplies	As Needed	\$
Marks Service Center	Supplies	As Needed	\$ 544.05
Mastercraft Electronics	Electronics	As Needed	\$
Nevada Library Cooperative	ebooks	As Needed	\$ 4000.00
Nevada Public Agency Insurance Pool	Insurance	Annual	\$
Nevada State Bank	Credit Care	Monthly	\$ 1426.05
Network Savants	IT	As Needed	\$
Office1	Copies	Monthly	\$ 106.00
Pahrump Valley Glass	Windows	As Needed	\$
Peter's Carpet Cleaning	Carpet	As Needed	\$
Pitney Bowes	Supplies	As Needed	\$ 53.80
Proquest	Database	Annual	\$
Public Agency Compensation Trust	Workers Comp	Quarterly	\$
School Library Journal	Magazine	As Needed	\$ 169.00
Staples	Supplies	As Needed	\$
State of Nevada Legislative Counsel Bureau	Books	As Needed	\$
Statewide Fire Protection	Inspection	As Needed/Quarterly	\$
Summit	Fire Protection	As Needed	\$
T-Mobile	Hotspots	Monthly	\$ 4557.30
Uline	Supplies	As Needed	\$
USA Today	Newspaper	As Needed	\$
Userful	Computers	Annual	\$ 6692.00
Valley Electric	Power	Monthly	\$ 85.90
Valley Electric	Internet	Monthly	\$
Vortex	Doors	As Needed	\$
World Book	Books	As Needed	\$

Total		\$ 35,724.10
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See Authorization to Pre-Pay Letter

 Kelly Green

 John Shewalter

 Dee Mounts

 Matt Morris

 Michael Runion

Petty Cash - May 2024

Name	Item	Date	Amount	
Nevada State Bank	Bankcard	4.9.24	\$	1262.02
Kraven Betancourt	Reimbursement	4.10.24	\$	100.00
Shanna Gibbons	Luncheon	4.29.24	\$	238.34
Monthly Analysis Service Charge	Nevada State Bank	3.29.24	\$	4.50
USA Today	Newspaper	4.30.24	\$	397.60
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	

2002.46

Kelly Green

John Shewalter

Dee Mounts

Matt Morris

Michael Runion

Petty Cash - June

Name	Item	Date		Amount
Gunny's	HVAC	5.13.24	\$	3520.00
SUU	Education	5.13.24	\$	540.50
Nevada State Bank	Credit Card	5.9.24	\$	1999.90
Julie Remimb	Amazon	5.7.24	\$	127.91
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	

6188.31

Kelly Green

John Shewalter

Dee Mounts

Matt Morris

Michael Runion

Vendor Name	Item	Recurrence	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
A and H Insurance	Insurance	Annual													
AT&T	Phone	Monthly		\$ 1,386.77	\$ 273.86							\$ 15.46	\$ 216.55	\$ 33,725.81	\$ 402.36
Atoz databases	Database Service	Annual									\$ 1,780.00				
Awards Plus	Supplies	As Needed											\$ 37.00		
Baker & Taylor	Books	Monthly	\$ 332.17	\$ 926.95	\$ 1,194.90	\$ 1,206.94	\$ 4,189.02	\$ 383.88	\$ 1,506.51	\$ 1,123.45	\$ 1,686.51	\$ 537.50	\$ 357.53	\$ 1,265.21	\$ 1,062.31
Blackstone Audio	Audio	Monthly	\$ 446.49	\$ 719.41						\$ 2,248.64		\$ 1,057.48	\$ 537.21		\$ 1,178.60
Book Page	Magazine	Yearly						\$ 402.00							
C&S Waste Solutions	Trash	Monthly	\$ 156.53	\$ 169.20	\$ 169.20	\$ 164.67		\$ 335.06	\$ 170.39		\$ 170.39	\$ 155.92	\$ 163.66	\$ 163.66	\$ 163.66
Center Point Large Print	Books	Yearly/ As Needed					\$ 2,869.20								
Comtech Business Systems	Books	As needed	\$ 180.00	\$ 250.00			\$ 125.00								
Cutting Edge Lawn Care	Lawn	Monthly	\$ 915.00	\$ 180.00	\$ 275.00		\$ 405.00	\$ 225.00	\$ 315.00			\$ 715.00		\$ 225.00	\$ 405.00
Daniel C. McArthur	Accountant	As Needed													\$ 12,242.90
Data2	Databases	As Needed										\$ 365.46			
Demco	Supplies	As Needed			\$ 641.80							\$ 580.95	\$ 580.95	\$ 580.95	
EBSCO	Database Service	As Needed	\$ 221.11	\$ 56.41		\$ 6,841.00					\$ 388.88	\$ 438.88	\$ 1,029.76	\$ 713.10	\$ 713.00
Findaway	Audio	Monthly	\$ 409.88	\$ 1,164.66		\$ 377.88		\$ 401.88		\$ 1,020.64	\$ 733.74				\$ 401.13
Follett	eBooks	Yearly													
Gale	Books	Monthly	\$ 344.98	\$ 316.12	\$ 873.16	\$ 488.57	\$ 462.08	\$ 657.67	\$ 474.20	\$ 296.10	\$ 456.97	\$ 546.12	\$ 608.25	\$ 504.15	\$ 424.69
Genuine Pest Control	Pest Control	Monthly	\$ 150.00	\$ 150.00		\$ 150.00	\$ 150.00		\$ 150.00	\$ 350.00			\$ 300.00	\$ 300.00	
Great Basin Water	Water	Monthly	\$ 601.49	\$ 597.22	\$ 1,173.44	\$ 1,206.54	\$ 874.99	\$ 1,155.73	\$ 901.81	\$ 589.75	\$ 604.60	\$ 599.89	\$ 300.00		\$ 1,143.71
Grey House Publishing	Books	As Needed											\$ 1,138.00		
JonAlire	HVAC	As needed	\$ 2,313.00				\$ 292.00		\$ 960.00			\$ 3,256.00			
Johnson Contorlis	Alarm	As needed			\$ 2,221.60					\$ 1,873.37					
Las Vegas Review Journal	Ads	As Needed	\$ 244.00				\$ 122.00	\$ 244.00	\$ 451.00	\$ 183.00	\$ 183.00	\$ 122.00	\$ 244.00	\$ 183.00	\$ 216.00
Legislative Counsel Bureau	Books	Bi-Annual		\$ 125.00											\$ 139.00
Library Journal	Magazine	As Needed													
Library Store	Supplies	As Needed													
Kully	Equipment	As Needed				\$ 192.20									
Mark's Service Center	Supplies	As Needed	\$ 254.40		\$ 503.25	\$ 503.25	\$ 798.15	\$ 119.00	\$ 534.90	\$ 443.75	\$ 443.75		\$ 269.00		\$ 544.05
Mastercraft Electronics	Electronics	As Needed		\$ 1,024.00						\$ 469.00					\$ 4,000.00
Nevada Library Cooperative	eBooks	Annual	\$ 4,000.00								\$ 500.00				
Nevada Public Agency Insurance Pool	Insurance	As Needed	\$ 500.00	\$ 500.00											\$ 1,426.05
Nevada State Bank	Credit Care	Monthly	\$ 552.82	\$ 1,923.00	\$ 688.30	\$ 952.91	\$ 1,736.52	\$ 375.00	\$ 593.95	\$ 106.00	\$ 470.44	\$ 784.14	\$ 496.18	\$ 740.25	
Network Savants	IT	As Needed	\$ 96.00	\$ 96.00		\$ 737.62	\$ 591.00		\$ 593.95	\$ 106.00	\$ 470.44	\$ 576.44	\$ 106.00		\$ 106.00
Office1	Copies	Monthly				\$ 1,518.42				\$ 287.47					
Pantrum Valley Glass	Carpet	As needed													
Peter's Carpet Cleaning	Peter's Carpet Cleaning	Monthly	\$ 4,713.47	\$ 3,116.19	\$ 1,311.57	\$ 1,728.94	\$ 2,650.11	\$ 1,525.34	\$ 4,039.66	\$ 3,816.57	\$ 1,798.35	\$ 4,038.75	\$ 2,002.46		
Petty Cash	Misc.	As Needed	\$ 35.00		\$ 61.08		\$ 35.00			\$ 96.08	\$ 61.35	\$ 35.00			\$ 53.80
Pinney Bowes	Supplies	As Needed	\$ 1,556.60									\$ 1,611.08			
Proquest	Database	Annual	3973.5	\$ 5,113.50											
Public Agency Compensation Trust	Workers Comp	As Needed													\$ 169.00
School Library Journal	Magazine	As Needed													
Sprint	Hotspots	Monthly		\$ 690.10	\$ 690.50	\$ 700.00								\$ 487.33	
Staples	Supplies	As Needed	\$ 231.20	\$ 509.60	\$ 174.00				\$ 567.43			\$ 853.59			
State of Nevada Legislative Counsel Bureau	Books	As Needed												\$ 95.00	
Statewide Fire Protection	Inspection	As Needed/Quarterly		\$ 1,615.00			\$ 585.00								
T-Mobile	Hotspots	Monthly					\$ 700.00	\$ 700.00			\$ 2,664.00		\$ 3,250.00	\$ 4,557.30	
Uline	Supplies	As Needed												\$ 150.42	
USA Today	Newspaper	As needed													
Userful	Computers	Yearly	\$ 2,390.00												\$ 6,692.00
Valley Electric	Power	Monthly	\$ 2,793.76	\$ 2,762.09	\$ 4,968.73	\$ 3,917.54	\$ 3,194.61	\$ 2,910.94	\$ 2,423.50	\$ 3,334.94	\$ 3,034.02	\$ 2,632.54	\$ 2,779.57	\$ 5,552.51	\$ 85.90
Valley Electric	Internet	Monthly	\$ 185.00	\$ 190.08		\$ 215.00	\$ 195.00	\$ 175.00	\$ 175.00	\$ 195.00	\$ 195.00	\$ 419.46			
Vortex	Doors	As Needed	\$ 559.00												
World Books	Books	As Needed	\$ 920.55												

MATERIALS WITH USAGE July 1, 2023 - June 30, 2024

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
TOTAL USAGE	6519	6973	6467	6660	6483	5901	6923	6618	7020	7052	6519	6236
Childrens' (in-house)	1471	1771	1813	1916	1955	1449	1790	1830	2115	2326	1998	1941
Adults' (in-house)	3599	3760	3283	3405	3313	3101	3706	3460	3522	3301	3257	3027
TOTAL USAGE (in-house)	5070	5531	5096	5321	5268	4550	5496	5290	5637	5626	5255	4968
OverDrive (digital media)	1425	1420	1358	1339	1215	1351	1427	1328	1383	1426	1264	1268
Mango Languages (digital learnin	24	22	13	0	0	0	0	0	0	0	0	0
TOTAL USAGE (digital)	1449	1442	1371	1339	1215	1351	1427	1328	1383	1426	1264	1268
% childrens' (in-house)	0.29	0.32	0.36	0.36	0.37	0.32	0.33	0.35	0.38	0.41	0.38	0.39
% adults' (in-house)	0.71	0.68	0.64	0.64	0.63	0.68	0.67	0.65	0.62	0.59	0.62	0.61
TOTAL MATERIALS ADDED	194	225	157	192	161	173	178	247	128	244	102	207
in-house materials added	176	204	136	176	144	158	157	227	112	209	86	193
eAudio titles added	11	9	10	4	4	5	8	8	6	10	5	2
eBook titles added	7	12	11	12	13	10	13	12	10	25	11	12
streaming video titles added	0	0	0	0	0	0	0	0	0	0	0	0
Patron Count	5766	6028	5470	6198	5318	4708	5763	6411	6167	6221	5543	5616
Swaps	373	452	403	432	387	414	369	423	395	360	364	231
Internet users (website)	736	802	776	766	705	730	806	822	1009	881	919	1174
Sessions	1191	1369	1259	1248	1139	1157	1424	1318	1368	1443	1598	1504
Internet/computer usage	679	744	707	814	731	719	745	690	842	806	663	1078
Wireless	820	797	642	769	816	788	942	796	920	872	815	854
Ref Transactions	1125	1261	1106	1254	1247	1191	1126	1320	1285	1311	1087	1120
Ref Questions/ILL's	50	76	59	57	82	63	77	79	61	72	80	59
Legal Kiosk							21	27	7	12	19	12
Curbside Pickups	47	53	60	53	60	67	74	58	37	36	75	66
Curbside Returns	50	74	57	78	72	51	73	55	45	51	42	55
Patrons	22	25	23	23	25	22	27	24	31	23	31	23
Ref/Audit/Comp/FABC	0	210	78	39	22	16	26	10	18	26	17	24
S.T.E.A.M.	0	0	167	128	145	95	141	162	138	123	131	0
Babytime	0	0	123	179	156	86	79	172	61	116	88	59
Story Time	0	0	123	124	144	67	76	165	51	147	0	0
Summer Reading Program	96	12	0	0	35	10	0	0	680	0	0	213
Passive Programs	0	0	0	9	0	81	0	32	45	0	0	0
Holiday Parties	0	0	0	56	0	76	0	0	0	0	0	0
Teen Club/Teen Party	59	45	30	69	36	30	31	60	67	43	50	35

Monthly Exit Lighting Check 2024

Emergency Lights	March	April	May	June	July	August	September	October	November	December
EL 1	✓	✓	TS	TS	TS					
EL 2	✓	✓	TS	TS	TS					
EL 3	✓	✓	TS	TS	TS					
EL 4	✓	✓	TS	TS	TS					
EL 5	✓	✓	TS	TS	TS					
EL 6	✓	✓	TS	TS	TS					
EL 7	✓	✓	TS	TS	TS					
EL 8	✓	✓	TS	TS	TS					
EL 9	✓	✓	TS	TS	TS					
EL 10	✓	✓	TS	TS	TS					
EL 11	✓	✓	TS	TS	TS					
EL 12	✓	✓	TS	TS	TS					
EL 13	✓	✓	TS	TS	TS					
EL 14	✓	✓	TS	TS	TS					
EL 15	✓	✓	TS	TS	TS					
EL 16	✓	✓	TS	TS	TS					
EL 17	✓	✓	TS	TS	TS					

Monthly Emergency Alarm Check 2024

Emergency Alarm	March	April	May	June	July	August	September	October	November	December
EA 1	✓	✓	TS	TS	TS					
EA 2	✓	✓	TS	TS	TS					
EA 3	✓	✓	TS	TS	TS					
EA 4	✓	✓	TS	TS	TS					
EA 5	✓	✓	TS	TS	TS					
EA 6	✓	✓	TS	TS	TS					
EA 7	✓	✓	TS	TS	TS					
EA 8	✓	✓	TS	TS	TS					
EA 9	✓	✓	TS	TS	TS					
EA 10	✓	✓	TS	TS	TS					
EA 11	✓	✓	TS	TS	TS					
EA 12	✓	✓	TS	TS	TS					
EA 13	✓	✓	TS	TS	TS					
EA 14	✓	✓	TS	TS	TS					
EA 15	✓	✓	TS	TS	TS					
EA 16	✓	✓	TS	TS	TS					
EA 17	✓	✓	TS	TS	TS					
EA 18	✓	✓	TS	TS	TS					
EA 19	✓	✓	TS	TS	TS					
EA 20	✓	✓	TS	TS	TS					
EA 21	✓	✓	TS	TS	TS					
EA 22	✓	✓	TS	TS	TS					
EA 23	✓	✓	TS	TS	TS					
EA 24	✓	✓	TS	TS	TS					
EA 25	✓	✓	TS	TS	TS					
EA 26	✓	✓	TS	TS	TS					
EA 27	✓	✓	TS	TS	TS					
EA 28	✓	✓	TS	TS	TS					
EA 29	✓	✓	TS	TS	TS					
EA 30	✓	✓	TS	TS	TS					
EA 31	✓	✓	TS	TS	TS					
EA 32	✓	✓	TS	TS	TS					