

October 12, 2026

Re: Authorization to Pre-Pay Pahrump Community Library District bills under specific circumstances

To Whom It May Concern:

As of the date written above, the Pahrump Community Library District Board of Trustees ("Board") authorizes the Nye County Finance Department to pay Pahrump Community Library District bills under any of the following circumstances:

1. All utility bills, ongoing contracts, and any bills with a due date payable before the next regularly scheduled board meeting.
2. All recurring vendor bills for Allied Universal, Daniel McArthur, and EBSCO, regardless of the amount.
3. All bills in the event the Board is unable to conduct regular business for any reason. A notice prepared by the Library Director or her assignee informing Nye County Finance that there was no meeting will be included with the bills submitted for payment.
4. All bills that are within the spending authority of the Library Director, which is set at an amount not to exceed five thousand dollars (\$5,000.00).

The above bills will be formally approved during the next regularly scheduled Board meeting.

Respectfully,

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Michael Runion, Trustee

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Mathew Morris, Trustee

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Christopher Salute, Trustee

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Ann Underdahl, Trustee

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Terri Bell, Trustee