

Board Meeting minutes – draft 1/9/2023

**Item 1 - Call to Order:** The meeting was called to order at 10:02 am.

**Item 2 - Member Roll Call:** Present were Chairman John Shewalter, Vice Chair Brian Shoemake, Dave Ochenreider, Dee Mounts, Kameron Mitchell, Director Vanja Anderson, Asst. Director Shanna Gibbons, Children's Director Alysha Wogee, and Michelle Nelson from the District Attorney's office. Guests present were members of the public.

**Item 3 - The Pledge of Allegiance** was recited.

**Item 4 - Trustee/Director/Liaison Comments:**

Mounts asked if there was anything that could be done with the microphones that might make it easier for those with hearing aids. The response was no.

**Item 5 - Approval of the Agenda:** Item 7 (Emergency Items) was stricken from the agenda. The agenda was approved as amended.

**Item 6 - General Public Comment:**

Muriel Areno – Inquired as to where the picture of John Lewis (?) was. It would be nice to have it rehung. Opined that the sound system isn't really very good.

**Item 8 - Approval of the Minutes:** Shoemake made a motion to accept the minutes of the December 2022 Library Board of Trustees meeting. Ochenreider seconded the motion. The minutes were approved by a vote of 5 - 0.

**Item 9 - Presentation Treasurer's Report:** Director Anderson presented the treasurer's report on expenditures and revenues for December 2022 as found in the backup.

**Item 10 - Approval of Payment Vouchers:** Shoemake made a motion to approve the payment vouchers for the period of December 2022 to January 2023. The motion was seconded by Mounts. The approval was made by a 5 - 0 vote and the vouchers were signed.

**Item 11 - Presentation Librarian's Report:** Director Anderson read her report found in the backup. Shanna Gibbons reported on the December 2022 library activities, which included patron traffic, books checked out, books returned, internet usage, story time, STEAM, website usage, and materials added. See report in backup. Alysha Wogee reported on the children's programs: train workshop, game day, holiday parties, and no teen club meeting. She is getting ready for "blind date with a book" in January.

**Item 12 - Trustee, Director, and Liaison Comments:**

Mitchell – announced he submitted his resignation from the Library Board of Trustees as of January 14, 2023 in a letter he sent to the Nye County Board of County Commissioners.

Mounts thanked the staff for the Christmas gifts to the Board, the public for their attendance, and the staff for their work.

Ochenreider echoed Mounts' comment.

Shoemake thanked Mitchell for service to the Board.

Shewalter echoed Shoemake's comments. And stated Mitchell brought a great balance to the Board.

**Item 13** - Meeting adjourned at 10:36.

## Expense Report

Jan-23

FY 2021-22	Current	Year to Date	Budget	Balance	% of Budget	% Remain	Period
5311 Operating Expense							
Books	\$ 1,168.98	\$ 24,763.31	\$ 38,000.00	\$ 13,236.69	65%	35%	7
Audio	\$ 385.88	\$ 5,140.50	\$ 10,000.00	\$ 4,859.50	51%	49%	7
Computer Software		\$ 152.40	\$ 5,000.00	\$ 4,847.60	3%	97%	7
Programs		\$ 1,780.00	\$ 3,500.00	\$ 1,720.00	51%	49%	7
5312 Office Expense							
Office	\$ 768.78	\$ 4,386.02	\$ 7,500.00	\$ 3,113.98	58%	42%	7
Cleaning	\$ 776.60	\$ 2,554.23	\$ 7,500.00	\$ 4,945.77	34%	66%	7
5321 Advertising		\$ 1,582.10	\$ 3,000.00	\$ 1,417.90	53%	47%	7
5322 Postage		\$ 61.08	\$ 500.00	\$ 438.92	12%	88%	7
5331 Travel			\$ 2,000.00	\$ 2,000.00	0%	100%	7
5335 Training			\$ 2,000.00	\$ 2,000.00	0%	100%	7
5341 Communications							
Telephone		\$ 3,412.64	\$ 8,500.00	\$ 5,087.36	40%	60%	7
Internet	\$ 150.00	\$ 1,177.25	\$ 2,000.00	\$ 822.75	59%	41%	7
5342 Utilities							
Power	\$ 2,847.20	\$ 14,809.39	\$ 38,000.00	\$ 23,190.61	39%	61%	7
Water	\$ 632.94	\$ 4,030.03	\$ 9,500.00	\$ 5,469.97	42%	58%	7
Trash		\$ 1,137.72	\$ 2,500.00	\$ 1,362.28	46%	54%	7
5352 Building	\$ 1,189.46	\$ 17,132.72	\$ 30,000.00	\$ 12,867.28	57%	43%	7
				\$ -			
5354 Equipment		\$ 3,802.71	\$ 10,000.00	\$ 6,197.29	38%	62%	7
5361 Professional		\$ 790.00	\$ 3,000.00	\$ 2,210.00	26%	74%	7
5365 Subscriptions & Due		\$ 390.00	\$ 2,000.00	\$ 1,610.00	20%	80%	7
5369 Other Contractual Ser.							
Pest Control	\$ 150.00	\$ 910.00	\$ 2,000.00	\$ 1,090.00	46%	54%	7
Alarm		\$ 1,931.83	\$ 2,500.00	\$ 568.17	77%	23%	7
Computer Assit.		\$ 11,060.40	\$ 20,000.00	\$ 8,939.60	55%	45%	7
Destiny			\$ 2,000.00	\$ 2,000.00	0%	100%	7
Accountant			\$ 12,000.00	\$ 12,000.00	0%	100%	7
5371 Property Insurance			\$ 27,000.00	\$ 27,000.00	0%	100%	7
				\$ -			
<b>Total</b>	<b>\$ 8,069.84</b>	<b>\$ 101,004.33</b>	<b>\$ 250,000.00</b>	<b>\$ 148,995.67</b>	<b>40%</b>	<b>60%</b>	<b>7</b>
5110 Salaries	\$ 36,669.86	264258.64	\$ 500,000.00	\$ 235,741.36	53%	47%	7
Benefits	\$ 16,014.48	104980.95	\$ 203,000.00	\$ 98,019.05	52%	48%	7
				\$ -			
<b>Total</b>	<b>\$ 60,754.18</b>	<b>\$ 470,243.92</b>	<b>\$ 953,000.00</b>	<b>\$ 482,756.08</b>	<b>49%</b>	<b>51%</b>	<b>7</b>
Capital Projects		\$ 444,342.00	\$ 700,000.00	\$ 255,658.00	63%	37%	7
Grants	\$ 615.38						

Pahrump Library Expenditures FY 22-23 Cumulative Account

	Budget	July	August	September	October	November	December	January	February	March	April	May	June
Salaries & Wages	500,000.00	41,349.32	68,081.28	120,415.58	155,636.93	190,927.98	227,588.78	264,258.64					
Retirement	100,000.00	7,010.80	14,140.33	26,277.86	35,050.04	43,806.27	53,242.00	53,242.00					
Workers Comp	3,000.00												
Group Insurance	78,000.00	6,421.15	10,528.22	14,187.95	19,688.97	24,661.77	24,661.77	30,303.57					
Medicare	12,000.00	590.38	1,011.40	1,709.98	2,209.94	2,710.92	3,237.13	3,758.10					
Social Security	10,000.00		380.34	1,158.52	1,514.07	1,877.26	1,877.26	2,183.77					
Unemployment													
Total Labor	703,000.00	55,371.65	94,121.57	163,749.89	214,099.95	263,984.20	310,606.94	353,746.08	0.00	0.00	0.00	0.00	-
Operating Expense													
Office Expense	56,500.00		2,480.13	5,013.74	18,327.17	20,605.05	23,223.57	27,529.31					
Advertising	15,000.00	9,085.00	9,589.33	10,554.11	12,471.72	14,780.45	16,209.10	18,600.82					
Postage	3,000.00		238.05	384.05	652.05	652.05	652.05	652.05					
Travel	500.00		12.06	12.06	33.91	33.91	33.91	139.70					
Training	2,000.00												
Communications	10,500.00		326.26	2,481.51	2,944.52	2,494.90	3,103.14	3,257.42					
Utilities	50,000.00	3,308.94	3,340.59	8,147.57	10,068.78	10,982.92	14,547.79	20,193.08					
Professional	3,000.00												
Building	30,000.00		1,850.00	2,075.00	3,059.50	7,779.50	10,305.00	11,428.00					
Equipment	10,000.00	124.18	635.75	1,034.40	1,121.40	1,629.89	1,629.89	1,725.89					
Subscriptions/Dues	2,000.00		125.00	125.00	676.07	676.07	676.07	1,301.06					
Other Contractual	38,500.00	487.83	1,290.33	1,486.83	5,589.13	13,740.61	14,135.56	15,077.93					
Property Insurance	27,000.00												
Grants						21,586.75	22,332.81	23,838.25					
Miscellaneous													
Total Supplies	250,000.00	13,005.95	19,887.50	31,314.27	54,944.25	76,319.87	87,460.60	99,905.26	0.00	0.00	0.00	0.00	0.00
Grand Total	953,000.00	68,377.60	114,009.07	195,064.16	269,044.20	340,304.07	398,067.54	453,651.34					
Capital Projects			209,027.85	366,222.85	412,835.25	444,342.00	444,342.00	444,342.00					
Vanja Anderson													

Pahrump Library Revenues FY 2023 Cumulative

	August	September	October	November	December	January	February	March	April	May	June	Budget
TAXES												
Property	11,870.93	368,187.63	553,247.96	547,484.27	581,957.92	705,592.06						953,000.00
INTERGOVERNMENTAL												
Consolidated Tax			13,979.28	28677.19	44,443.65	59,144.48						
SCCRT Loss												
Grants				19,307.30	21,381.74	41,375.74						
FINES												
Fines and Forfeiture			1,570.72	1,570.72	2,455.62	2,750.52						
CHARGES FOR SERVICES												
Photo Copies/Fax/ Notary	3,071.85	5,316.82	6,701.92	8,057.02	9,052.12	10,047.22						12,000.00
Miscellaneous/Books	2,616.76	4,861.73	6,765.88	8,564.78	10,292.78	11,680.32						22,000.00
Total Revenues	17,559.54	378,366.18	582,265.76	613,661.28	648,202.09	830,590.34	0.00	0.00	0.00	0.00	0.00	987,000.00
Expenditures												
Salaries and Benefits	85,420.37	163,749.89	214,099.95	263,984.20	316,555.25	369,239.59						
Services and Supplies	22,407.29	42,147.17	60,173.74	95,496.60	107,416.39	123,823.01						
Total Expenditures	107,827.66	205,897.06	274,273.69	359,480.80	423,971.64	493,062.60	0.00	0.00	0.00	0.00		
Revenue minus expense	-90,268.12	172,469.12	282,015.66	254,180.48	224,230.45	337,527.74						
End of year												
Cash in Hand												

Vanja Anderson



Collections for Month of Jan 23

Day	Credit-Ref	Fax-Ref	Copies-Ref	Donations-f Misc.	Notary	Donations Cf Fines-Circ	Misc.-Circ	Used Books	Book-tique	Lost	Damage	Copies-Circ	Credit-Circ	People	Swap
Sun	1														
Mon	2														
Tues	3	\$ 25.44	\$ 26.00	\$ 5.00		\$ 3.60	\$ 19.55	\$ 53.40	\$ 10.00					272	10
Wed	4	\$ 6.00	\$ 71.25	\$ 24.60	\$ 10.00	\$ 7.00	\$ 3.15	\$ 50.50		\$ 1.00			\$ 47.00	244	45
Thur	5	\$ 7.00	\$ 27.00	\$ 3.45	\$ 10.00	\$ 4.70	\$ 20.95	\$ 11.00	\$ 1.00	\$ 1.00			\$ 58.00	232	31
Fri	6	\$ 28.00	\$ 1.00	\$ 51.00		\$ 9.00	\$ 2.40	\$ 18.50	\$ 9.00	\$ 1.00			\$ 15.53	162	15
Sat	7			\$ 0.10		\$ 5.40	\$ 11.85	\$ 18.95	\$ 27.00					152	1
Sun	8														
Mon	9	\$ 0.40	\$ 11.00	\$ 6.00	\$ 10.00	\$ 5.00	\$ 3.30	\$ 35.50	\$ 4.00	\$ 1.00				229	30
Tues	10	\$ 3.20		\$ 0.35			\$ 7.90	\$ 9.00			\$ 10.00		\$ 50.00	192	27
Wed	11	\$ 0.70	\$ 6.00	\$ 0.80	\$ 40.00	\$ 2.70	\$ 19.70	\$ 21.85	\$ 2.00			\$ 0.80	\$ 25.00	250	37
Thur	12	\$ 27.24	\$ 1.00	\$ 0.10	\$ 6.00	\$ 6.00	\$ 5.10	\$ 17.25	\$ 4.00	\$ 1.00			\$ 33.35	229	51
Fri	13	\$ 5.40	\$ 3.00	\$ 3.85		\$ 1.00		\$ 23.40	\$ 3.00				\$ 7.45	260	13
Sat	14	\$ 24.00		\$ 18.40		\$ 10.00	\$ 5.00	\$ 4.30	\$ 10.00	\$ 1.00			\$ 10.00	205	4
Sun	15														
Mon	16														
Tues	17	\$ -	\$ 7.00	\$ 4.40	\$ 10.00	\$ 3.00	\$ 0.90	\$ 39.00	\$ 3.50	\$ 1.00			\$ 12.00	268	28
Wed	18	\$ 22.28	\$ 21.00	\$ 11.30		\$ 20.00	\$ 19.75	\$ 33.00	\$ 7.00				\$ 15.00	275	21
Thur	19	\$ -	\$ 7.00	\$ 0.40		\$ 3.00	\$ 2.70	\$ 31.25	\$ 14.50				\$ 1.20	209	8
Fri	20	\$ 24.40	\$ 10.00	\$ 3.00			\$ 57.55	\$ 17.00	\$ 2.00				\$ 7.60	177	18
Sat	21	\$ 3.00		\$ 15.20	\$ 1.10	\$ 6.00	\$ 21.70	\$ 24.00		\$ 1.00			\$ -	134	6
Sun	22														
Mon	23	\$ -	\$ 72.00	\$ 1.05	\$ 10.00	\$ 3.50	\$ 3.75	\$ 19.00	\$ 5.00				\$ 50.54	182	27
Tues	24	\$ -	\$ 21.60	\$ 5.50			\$ 14.50	\$ 18.20	\$ 8.00				\$ 41.74	261	32
Wed	25	\$ 35.00	\$ 13.00	\$ 4.50		\$ 210.30	\$ 23.10	\$ 10.00	\$ 8.00	\$ 1.00			\$ -	200	6
Thur	26	\$ 26.40	\$ 11.00	\$ 2.80	\$ 55.00	\$ 21.60	\$ 46.30	\$ 37.50	\$ 1.00	\$ 2.00			\$ 14.92	238	23
Fri	27	\$ 4.00	\$ 1.00	\$ 3.30		\$ 3.00	\$ 6.90	\$ 37.25	\$ 7.25	\$ 1.00			\$ -	175	4
Sat	28	\$ -	\$ -	\$ 0.05		\$ 3.75	\$ 26.55	\$ 27.00	\$ 22.20	\$ 1.00			\$ -	255	29
Sun	29														
Mon	30	\$ -	\$ -	\$ 6.45	\$ 35.00	\$ 1.00	\$ 82.05	\$ 28.40	\$ 3.00	\$ 1.00			\$ 7.00	266	31
Tues	31	\$ -	\$ 1.00	\$ 6.25	\$ 10.00	\$ 3.50	\$ 34.65	\$ 14.75	\$ 10.50			\$ 0.20	\$ 35.86	240	18
Credit-Ref		\$ 152.00	\$ 1,354.55	\$ 94.35	\$ 6.00	\$ 190.00	\$ 439.30	\$ 4.00	\$ 600.00	\$ 161.95	\$ 14.00	\$ 10.00	\$ 432.19	5307	515
\$ 236.46															

Grand Total \$ 3,360.20

Credit Only Total \$ 668.65

## General Fund Payments

Jan-23

Vendor Name	Item	Amount
A to Z Databases	Databases	\$
ALA	Membership	\$
Amazon	Books/Equipment	\$ 517.01
AT&T	Phone	\$
Awards Plus	Supplies	\$
Baker & Taylor	Books	\$ 1057.95
Blackstone Audio	Audio	\$
Book Page	Magazine	\$
Center Point Large Print	Books	\$
Cutting Edge Lawn Care	Lawn	\$ 180.00
Daniel C. McArthur	Accountant	\$
Demco	Supplies	\$
DP Air	Labor	\$ 645.50
EBSCO	Databases	\$
Findaway	Audio	\$ 385.88
Gale	Books	\$ 394.07
Genuine Pest Control	Pest Control	\$ 150.00
Great Basin Water	Water	\$ 632.94
Grey House Publishing	Books	\$ 342.00
Las Vegas Review Journal	Ads	\$ 220.00
Johnson Controls	Alarm	\$
Mark's Service Center	Supplies	\$ 776.60
Nevada Library Cooperative	ebooks	\$
Network Savants	IT	\$
Office1	Copies	\$ 650.47
Public Agency Compensation Trust	Workers Comp	\$
Pahrump Valley Disposal	Trash	\$
Petty Cash	Misc.	\$ 896.21
Pitney Bowes	Supplies	\$
Proquest	Database	\$
Sprint	Hotspots	\$
Staples	Supplies	\$
Statewide Fire Protection	Inspection	\$ 95.00
Summit	Fire Protection	\$
Valley Electric	Power	\$ 2637.95
Valley Electric	Internet	\$ 150.00
Vortex	Doors	\$

<b>Total</b>	<b>\$ 9,731.58</b>
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See Authorization to Pre-Pay Letter

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David Ochenreider

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Brian Shoemake

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John Shewalter

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Dee Mounts

Vendor Name	Item	Recurrence	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan
1000 Bulbs	Lights	As Needed		\$ 124.18							
A and H Insurance	Insurance	Annual	\$ 25,866.89								
ALA	Professional Org	Annual								\$ 175.00	
ARSL	Professional Org	Annual		\$ 50.00							
Amazon	Books/Equipment	Annual	\$ 1,069.74	\$ 1,070.24	\$ 792.83	\$ 623.81	\$ 491.34	\$ 1,937.28	\$ 510.41	\$ 202.75	\$ 517.01
AT&T	Phone	Monthly	\$ 172.20	\$ 172.20	\$ 1,471.26	\$ 376.44	\$ 184.53				
Atoz databaces	Database Service	Annual	\$ 1,780.00							\$ 1,780.00	
Awards Plus	Supplies	As Needed						\$ 79.50			
Baker & Taylor	Books	Monthly	\$ 5,034.85	\$ 2,575.50	\$ 1,438.84	\$ 1,749.70	\$ 975.15	\$ 792.95	\$ 1,325.68	\$ 1,184.47	\$ 1,057.95
Blackstone Audio	Audio	Monthly	\$ 616.09	\$ 401.17	\$ 75.45	\$ 672.89	\$ 470.14	\$ 115.25	\$ 569.83	\$ 195.75	
Book Page	Magazine	Yearly							\$ 390.00		
Center Point Large Print	Books	Yearly/ As Needed								\$ 2,869.20	
Custom Home	Media	As Needed		\$ 9,085.00							
Cutting Edge Lawn Care	Lawn	Monthly	\$ 225.00	\$ 180.00	\$ 180.00	\$ 225.00	\$ 445.00	\$ 445.00	\$ 405.00	\$ 360.00	\$ 180.00
Daniel C. McArthur	Accountant	As Needed		\$ 8,264.00							
Demco	Supplies	As Needed		\$ 499.61		\$ 217.43	\$ 475.51	\$ 17,221.65	\$ 280.84		
DP Air Corp	Labor	As Needed	\$ 1,575.00		\$ 1,575.00		\$ 764.50	\$ 2,460.00	\$ 4,035.00	\$ 943.00	\$ 645.50
EBSCO	Database Service	As Needed					\$ 11,584.07	\$ 152.40			
Findaway	Audio	Monthly	\$ 388.88	\$ 733.76	\$ 428.88	\$ 434.88	\$ 736.82	\$ 412.88	\$ 412.88		\$ 385.88
Gale	Books	Monthly	\$ 591.77	\$ 500.23	\$ 365.42	\$ 592.47	\$ 532.18	\$ 510.19	\$ 493.30	\$ 481.84	
Genuine Pest Control	Pest Control	Monthly	\$ 130.00	\$ 130.00	\$ 150.00	\$ 150.00		\$ 160.00	\$ 150.00	\$ 150.00	\$ 150.00
Great Basin Water	Water	Monthly		\$ 507.48	\$ 504.08	\$ 570.69	\$ 514.57	\$ 586.63	\$ 610.43	\$ 610.43	\$ 632.94
Grey House Publishing	Books	As Needed									\$ 342.00
Industrial Light and Power	Lights	As Needed				\$ 209,027.85	\$ 148,525.25		\$ 86,788.90		
Johnson Contorls	Alarm	As Needed					\$ 1,931.83			\$ 942.37	
Las Vegas Review Journal	Ads	Monthly	\$ 244.00	\$ 183.00	\$ 238.05	\$ 146.00	\$ 268.00		\$ 740.20	\$ 220.00	\$ 220.00
Legislative Counsel Bureau	Database	Bi-Annual			\$ 125.00						
Mark's Service Center	Supplies	As Needed			\$ 108.05	\$ 211.85	\$ 387.45		\$ 187.73	\$ 42.50	\$ 776.60
Nevada Library Cooperative	ebooks	Annual	\$ 3,959.00	\$ 4,000.00							
Network Savants	IT	As Needed	\$ 623.25	\$ 7,005.47	\$ 652.25		\$ 247.33	\$ 9,915.62	\$ 244.45		
Office1	Copies	Monthly	\$ 512.35	\$ 87.00	\$ 186.75	\$ 398.65	\$ 87.00	\$ 426.00		\$ 96.00	\$ 650.47
Public Agency Compensation Trust	Workers Comp	As Needed		\$ 2,718.75							
Pahrump Valley Disposal	Trash	Monthly	\$ 310.73	\$ 163.75	\$ 163.75		\$ 491.35		\$ 160.14	\$ 160.14	
Petty Cash	Misc.	Monthly	\$ 2,683.77	\$ 1,983.36	\$ 1,412.23	147.23	\$ 182.34		\$ 3,169.68	\$ 1,033.00	\$ 896.21
Pitney Bowes	Supplies	As Needed				\$ 61.08	\$ 32.00	\$ 93.08			
Proquest	Database	Annual	\$ 1,503.96								
Sprint	Hotspots	Monthly	\$ 690.10	\$ 1,379.80	\$ 687.70	\$ 690.70	\$ 690.70	\$ 691.30	\$ 691.10	\$ 689.50	
Staples	Supplies	As Needed	\$ 404.21	\$ 38.94	\$ 38.94		\$ 360.82	\$ 439.82	\$ 805.46	\$ 726.46	
Statewide Fire Protection	Inspection	As Needed/ Quarterly		\$ 95.00	\$ 95.00				\$ 490.00	\$ 280.50	\$ 95.00
Summit	Fire Protection	As needed							\$ 280.00		
Valley Electric	Power	Monthly	\$ 2,160.82	\$ 2,626.67	\$ 2,641.11	\$ 2,769.63	\$ 2,160.82	\$ 1,921.21	\$ 2,042.67	\$ 2,847.20	\$ 2,637.95
Valley Electric	Internet	Monthly	\$ 632.00	\$ 147.75	\$ 152.25	\$ 150.00	\$ 150.00	\$ 277.25	\$ 150.00	\$ 150.00	\$ 150.00
Vortex	Doors	As Needed						\$ 2,035.00			



**Pahrump Community Library District  
Doris Shirky, Founder  
701 East Street Pahrump, NV 89041  
775-727-5930 Fax 775-727-6209**

John Shewalter – Chairman  
Brian Shoemake – Vice Chairman  
Dee Mounts – Trustee  
Dave Ochenreider – Trustee

**LIBRARIAN'S REPORT**

February 13, 2023

We have two new park passes that are available to the public. It allows for any person to visit a park in NV for a week for free. It is being well promoted and we are getting a lot of questions on it.

There was a day when our phones and fax line was down. After contacting ATT we found out that they were down all over Pahrump and service was restored later in the afternoon.

**BUILDING NEWS:** On a Saturday a baby pulled the fire alarm and we had to evacuate the library. We are going to have someone from the fire department come down to let the staff know how to handle these situations in the future.

Because questions were asked in the January meeting about the cost of office expenditures, I checked on why it was so high and it look like the payment for the media room was put under the office category. That was an additional \$9,000+.

**EMPLOYEES:** None at this time

<b><i>MATERIALS WITH USAGE July 1, 2022 - June 30, 2023</i></b>							
	July	Aug	Sept	Oct	Nov	Dec	Jan
<b>TOTAL USAGE</b>	<b>5910</b>	<b>6816</b>	<b>5919</b>	<b>5374</b>	<b>5360</b>	<b>5084</b>	<b>6635</b>
Childrens' (in-house)	1708	1974	1656	1462	1309	1130	1424
Adults' (in-house)	3597	4131	3611	3289	3426	3290	3827
TOTAL USAGE (in-house)	5305	6105	5267	4751	4735	4420	5251
OverDrive (digital media)	587	696	636	611	614	633	1362
Mango Languages (digital learning)	18	15	16	12	11	31	22
TOTAL USAGE (digital)	605	711	652	623	625	664	1384
% childrens' (in-house)	0.32	0.32	0.31	0.31	0.28	0.26	0.27
% adults' (in-house)	0.68	0.68	0.69	0.69	0.72	0.74	0.73
TOTAL MATERIALS ADDED	209	352	161	170	199	170	226
in-house materials added	209	331	161	163	189	159	201
eAudio titles added	0	16	0	4	6	6	11
eBook titles added	0	5	0	3	4	5	14
streaming video titles added	0	0	0	0	0	0	0
Patron Count	4952	5094	4885	5289	4623	4869	5232
Swaps	424	427	417	479	468	458	515
Internet users (website)	728	853	769	808	692	646	946
Sessions	1245	1374	1189	1298	1174	1094	1419
Internet/computer usage	395	618	602	674	617	592	565
Wireless	298	506	468	545	601	675	811
General Questions	493	227	322	411	353	580	972
Ref Questions	95	50	69	69	59	48	47
Curbside Pickups	66	82	61	56	59	71	71
Curbside Returns	78	82	55	55	57	57	68
Patrons	28	29	24	21	23	27	25
S.T.E.A.M.	0	0	0	85	68	35	110
Babytime	88	0	0	160	61	90	76
Story Time	0	0	0	130	53	73	72
Special Events (Train W.S.)						46	
Library Game Day	69	0	0	0	0	26	0
Holiday Parties	0	0	0	71	0	84	0
Teen Club	49	16	12	30	21	0	19

**RESOLUTION 2023-01**

**PAHRUMP COMMUNITY LIBRARY**

**RESOLUTION TO MAINTAIN THE BOOKMOBILE SPECIAL REVENUE FUND THAT WAS CREATED  
BY RESOLUTION 2021-22**

WHEREAS, the Pahrump Community Library has accumulated funds from the General Fund Ending Cash Balance; and

WHEREAS, on March 9, 2021, the Pahrump Community Library District Bookmobile Special Revenue Fund was created by Resolution 2021-22; and

WHEREAS, on June 13, 2022, the Pahrump Community Library District repealed Resolution 2021-22 through Resolution 2022-01; and

WHEREAS, on February 13, 2023, the Pahrump Community Library District Board of Trustees ("Board") ratified and then rescinded Resolution 2022-01; and

WHEREAS, the Board seeks to maintain the Bookmobile Special Revenue Fund that was created by Resolution 2021-22.

IT IS THEREFORE RESOLVED, that the Board does hereby adopt the following:

1. That the Pahrump Community Library District Bookmobile Special Revenue Fund ("Bookmobile Fund") created by Resolution 2021-22 continue in effect.
2. That the Bookmobile Fund is designated the Bookmobile Operating Special Revenue Fund.
3. The purpose of the Bookmobile Fund is to provide for the orderly management of resources to provide for the daily operations of the community bookmobile for the Pahrump Community Library.
4. The source of the money was transferred from the General Fund in the amount of five hundred thousand dollars (\$500,000.00).
5. The Bookmobile Fund shall be spent on all the costs deemed by the Library Director for the yearly operations of the bookmobile not to exceed eighty thousand dollars (\$80,000.00) per year.
6. Interest earned on the deposits in the Bookmobile Fund will be credited to the Bookmobile Fund on a monthly basis.
7. Interest earnings will be used for the operations of the bookmobile.

8. Additional funds will be added each year as they are available.
9. The Bookmobile Fund will go back into the General Fund if the bookmobile is not operational by 2025.
10. The Bookmobile Fund shall be audited annually as required by law to ensure that the Bookmobile Fund balance is reasonable and necessary to carry out the purpose of the fund.
11. The statutes and regulations applicable to the Bookmobile Fund are: NRS 354.612 and NAC 354.241.
12. This Resolution is effective immediately.

Dated this 13<sup>th</sup> day of February, 2023.

Pahrump Community Library

Attest

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Chair

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Clerk





# QUOTE

# EST-111116

## Industrial Light and Power, LLC

1700 S. Warren Street  
Pahrump Nevada 89048  
U.S.A  
NV License:0076683  
Bid Limit:\$3,000,000.00

Bill To  
**Pahrump Library**  
701 East Street  
Pahrump  
89048 Nevada

Estimate Date : 02 Feb 2023  
Expiry Date : 13 Feb 2023  
Reference# : Arc Flash Coordination Study

#	Item & Description	Qty	Rate	Amount
1	Per the request of the Library Board to bring the facility into full NEC, OSHA and NFPA compliance. Includes the following: labor by Industrial Light and Power to open and close all electrical panels and equipment as required and to coordinate for the work being provided under this quote. Includes complete third party electrical arc flash hazard analysis to determine the incident energy and arc flash protection boundaries for electrical equipment as required by NFPA 70E 2021. The calculations shall comply with NFPA 70E 2021 and IEEE-1584 201, performed and stamped by a Nevada licensed professional electrical engineer (PE), as appropriate. Includes calculation of the arc flash boundary and incident energy (calories/square centimeter) in the electrical power distribution system, short circuit fault analysis, protective device coordination with executive summary of the study results as well as summary output report. Includes full day of on-site services and a second day for installation of required labeling and adjustment of any field adjustable devices as required. Any and all repairs/changes/parts/materials are excluded.	1.00	22,990.00	22,990.00
Sub Total				22,990.00
Total				\$22,990.00

Acceptance By: \_\_\_\_\_

Agreed to and accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

PO# \_\_\_\_\_

## Terms & Conditions

Estimate valid until 5:00PM on February 13, 2023. Excludes any necessary/required repairs/changes to the electrical power distribution system or related equipment. Third party engineer testing and labeling as described above are the only items included. Prevailing wages excluded as not required. Permits excluded as not required. Changing/updates to breakers or fuses if required after the study excluded. Customer understands there will be a site visit during business hours and ILP will need access to all electrical panels, and limited public areas should need to be accessed, however if access is needed to any public areas it will be kept to a minimum using standard safety protocols. Customer further understands there will be a second site visit during normal business hours to label equipment. Customer understands that there will interruptions in utility power at the facility during the site visit. Any delays or standby time caused by customer

or their staff will result in an additional change order to this quote being issued to the customer for any and all standby time incurred for the above scope of work.