

# Library Board of Trustees Meeting

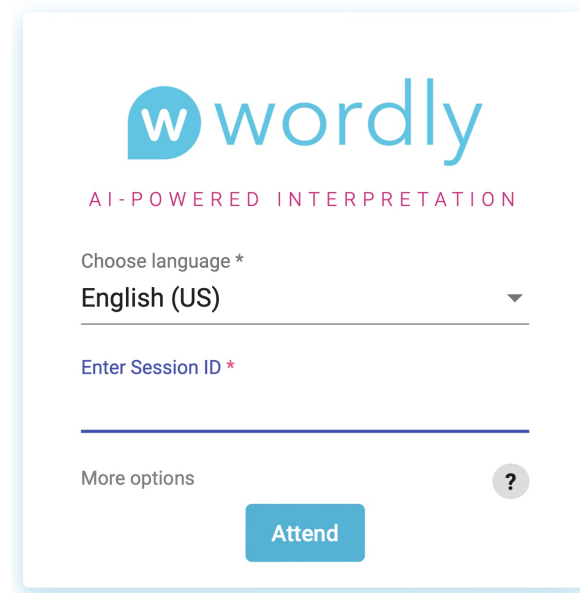
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Dear Members of the Library Board,

I am writing as a community member who cares deeply about our public libraries. While I work for Washoe County School District in Library Services, these views are my own. In my role, I've had the privilege of working closely with the public library, especially when it comes to student outreach, and I've seen just how important these services are to students and families.

One of the best examples of this partnership is the program that allows students to sign up for a library card when they register for school. This year, over 55,200 students opted in. Some already had cards, but the number shows the strong demand for library services and the commitment from both Washoe County families and library staff to support reading and access to information.

Because of my unique experience, I am concerned about how budget challenges, staffing shortages, and reduced hours are affecting library outreach. For some students, outreach visits are the only way they can get a library card. Without those visits, students lose access not only to the card itself but also to programs that build early and ongoing connections to the library, such as storytimes, school visits, teen activities, summer reading challenges, and tutoring support. Once they have a card, students can check out ebooks and audiobooks, get live homework help, and participate in online reading programs from home.

Reduced hours at branches also make it harder for families to take advantage of these opportunities. A student who can't attend after-school teen programs because a branch closes earlier than it used to, or a parent who can't bring a child to storytime because the library isn't open on their day off, loses out on essential experiences. Outreach and open hours together are often the very first steps that open the door to lifelong learning.

The library's mission is to "connect people with information, ideas and experiences to support an enriched and engaged community, one person at a time." I believe strongly in that mission, and I worry that without adequate funding, it cannot be fully realized. Access to information is at the heart of learning, and if outreach and hours are reduced, entire groups of students and community members will lose out.

I recognize that these are difficult fiscal times, but I urge the Board to prioritize staffing, outreach, and accessible hours. Supporting the library's mission today ensures its strength and relevance for years to come. I hope the Board remains committed to upholding accessibility for everyone in our community.

Thank you for your time and your dedication to our libraries.

Sincerely,

Carrie Parker

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**For Public Comment**

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**From** Justine Overacker [REDACTED]  
**Date** Tue 9/16/2025 3:34 PM  
**To** Schubach, Siera <SSchubach@washoecounty.gov>

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I am concerned by the proposed hours suggested for the Washoe County Library System. Getting rid of the 10am start time would be a disservice to all the families who attend story times. These story times are the most attended and relied upon events that the libraries put on. The new hours suggested would make those events unavailable. Decreasing hours on weekends makes it harder for those who can't make it during the week to go on Saturday and Sunday.

While the funding measure didn't pass, there's no reason to hurt families and library patrons by shortening hours and opening later. Fewer hours and additional closures are bad for the community. As the guardians tasked with protecting the library system and ensuring service for Washoe County residents, please keep hours where they are and libraries fully-staffed.

Thank you,

**Dr. Justine Overacker**

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**For Public Comment - Library Board meeting 9/17/25**

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**From** Arnie Maurins [REDACTED]  
**Date** Tue 9/16/2025 2:03 PM  
**To** Schubach, Siera <SSchubach@washoecounty.gov>

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For the record, my name is Arnie Maurins.

I served as Director of the Washoe County Library System from January 2008 through December 2015. During my final month, I worked with Jeff Scott to help orient him to the Library System.

As the Board deliberates on the direction it wishes to provide to the County Manager's Office regarding library hours of operation, I would ask you to consider the following points:

1. While I do not have actual statistics in hand, it is evident that the population in the Verdi area has increased significantly in the last 10 years. This increase should be factored into any direction you provide regarding the operation of the Verdi and Northwest Reno Libraries.
2. Make sure to examine hourly gate counts at all library branches, as an aid in determining optimal and/or recommended open hours.

In closing, I thank you for your commitment to ensuring the continued vitality of the Library System.



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

WEDNESDAY, August 20th, 2025

5:30 P.M.

SIERRA VIEW LIBRARY 4001 South Virginia Street Reno, NV 89502

Library Trustees:

Ann Silver, Chair

Lea Moser, Vice Chair

Gianna Jacks, Trustee

Tami Ruf, Trustee

Marie Rodriguez, Trustee

0) Salute to the Flag led by Vice Chair Moser.

1) Roll Call [Non-Action Item]

- Present: Chair Silver, Vice Chair Moser, Trustee Rodriguez, Trustee Ruf, Trustee Jacks.
- Chair Silver addressed Acting Director Stacy McKenzie's absence at the meeting and announced that McKenzie was on temporary leave. Stated that an Interim Director will not be needed based on the advice of legal counsel.

2) Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Diana Macky: Expressed concerns about the lack of leadership in the library system and suggested hiring an industrial psychologist to improve workplace culture.
- Judith Kenyon: Shared a positive story about her recent visit to the Northwest Branch and highlighted the various services offered by the library.
- Maureen McElroy: Emphasized the importance of the library collection and staff, illustrating the financial value of library access.
- Cate Salim: Cited the Washoe County Code of Conduct and commented on the board's behavior toward staff and officials. Urged the board to adhere to the principles of the Code of Conduct.
- Willie Pudert: Described personal harassment and admonished trustees for failing to protect staff from abuse and for their perceived undermining of the library system.
- Gail Townsend: Quoted Andrew Carnegie on the importance of public libraries and expressed skepticism about the board's ability to secure funding. Mentioned the resignation of former Director Jeff Scott and his relationship with the board.
- Carol Cooke: Questioned the agenda-setting process and the use of presentations created by the former acting director.
- Ilya Arbatman: Commented on the perceived dysfunction of the board and its impact on staff morale and funding. Expressed support for library staff.
- Douglas Miller: Urged the board to consider budget cuts and to explore leadership options from outside the library profession. Suggested combining staff positions and assigning County IT to run the meetings.
- Sandee Tibbett: Thanked the board for their service and emphasized the need for a mature and responsible library director.
- Drew Ribar: Claimed past censorship of his comments in meeting minutes and praised the board for challenging library leadership. Raised concerns about public access and legal issues.

- Elizabeth Phelon: Shared her lifelong connection to the library and emphasized the need to support staff and maintain funding.
- Bruce Parks: Encouraged the board to use an outside agency for the director search and to screen every application.
- Ashley Gaddis: Spoke about the library's role in supporting families and community and the need for stable funding. Expressed appreciation for library staff and concern that they are being overworked due to staff shortages.
- Virginia Larmore: Shared a personal story about her children's experiences at the library and stressed the importance of library funding. Expressed appreciation for library staff.
- Vida Gomez: Emphasized the importance of adequately funding library services, citing its impact on literacy and community well-being. Warned against the library being turned into a business.
- Eithne Barton: Highlighted the unique services offered by the Sierra View Library and the importance of maintaining all library services and programs. Advocated for continued library support.
- Janet Butcher: Called for accountability and suggested looking at ways to make the library more efficient. Commented on WC-1 and the need for a new North Valleys library.
- Joni Hammond: Emphasized the need to view the library through a business lens and suggested looking outside the current system for advice. Advocated for budget cuts and a business-minded approach to library operations.
- XO McBeth: Addressed anti-intellectualism and the rise of AI. Urged investment in libraries to promote community education.
- Rosie Zuckerman: Shared positive experiences at the library and emphasized the importance of keeping the library funded and staffed. Praised the welcoming environment and essential services provided by libraries, especially for low-income families.
- Valerie Fiannaca (via Zoom): Expressed confidence in the library staff and the board's ability to find a good leader. Emphasized that the library system won't collapse without a director.

3) Board Comment [Non-Action Item] – Limited to Announcements, Strategic Plan Activity, Updates or Issues Proposed for Future Agendas and/or Workshops

- Trustee Ruf shared her experience at the remodeled Senior Center and thanked Sparks Branch Manager Kerry Stendell for her hard work.

- Vice Chair Moser shared her experience shadowing library courier Jerome Potash and outlined what she learned. Suggested that all newly appointed trustees should attend a similar ride along. Emphasized the library's high usage rates and encouraged fellow trustees to keep this in mind when working on the budget.
- Trustee Jacks asked for a review of previous meeting minutes to be added to the agenda. Chair Silver asked if she'd submitted what she wanted changed in the previous minutes. Trustee Jacks had not.
- Chair Silver expressed her love for the library and her dedication towards preventing cuts or layoffs. Emphasized how she supported the library during the WC-1 discussions. Mentioned the money left in the expansion fund.
- Vice Chair Moser mentioned the library's Challenge program for staff.
- Chair Silver shared that she is at the Sierra View library frequently and often wearing a hat so no one recognizes her. Thanked Branch Manager Sarah Jaeck.

#### 4) Approval of Meeting Minutes

- Approval of Minutes from the Library Board SPECIAL meeting on July 30, 2025 [For Possible Action].
  - Trustee Jacks asked if any public comments had been emailed. Chair Silver replied in the negative.
  - On motion by Trustee Ruf, seconded by Vice Chair Moser, which motion duly carried on a 4-1 vote with Trustee Jacks voting no, the meeting minutes from July 30, 2025 were approved.

#### 5) New Business

- a) Discussion between the Library Board of Trustees and the Office of the County Manager outlining a plan for the successful recommendation of a Washoe County Library operating budget for fiscal year 2027 (July 1, 2026 – June 30, 2027) and possible direction to Finance and Office of the County Manager staff related to Budget needs for the Washoe County Library System [For Possible Action]
  - Assistant County Manager Dave Solaro outlined the process for preparing the budget for the fiscal year 2027. Emphasized that these changes will not impact the current budget. Emphasized that the new director will take on the budget that the board recommends and will put it into effect.
  - Mentioned the trustee trainings that four of the trustees attended where they learned about policy and board standards.
  - Solaro recommended that a special meeting be created to continue the budget discussions. Chair Silver thanked Solaro for his clarification that no changes would come to the library until next June. She recommended following Solaro's proposed schedule.
  - Discussion was temporarily interrupted by a member of the public who was concerned the board was voting on a non-action item.



- On motion by Trustee Rodriguez, seconded by Vice Chair Moser, which motion duly carried on a 5-0 vote, the special meeting scheduled for October 1<sup>st</sup> was approved.
- Solaro moved onto policy setting and clarified that the board has purview over the number of library locations, hours, and schedule. He requested that the board look over the current hours and reach out to him individually to share their thoughts regarding possible changes by September 5<sup>th</sup>. Shared that he will take their input and work with library staff to create a plan that will be presented to the board at the September 17<sup>th</sup> meeting.
- Asked the board to consider how they view the library and what they consider to be the library's primary functions. Encouraged the board to help the public understand their point of view.
- Chair Silver expressed appreciation for Solaro's clarification and reiterated that the current budget will not be cut. Called for a vote.
- On motion by Trustee Ruf, seconded by Trustee Rodriguez, which motion duly carried on a 5-0 vote.
- Vice Chair Moser suggested including ways that the library can make money, such as with a passport office, in the budget. Solaro replied that these ideas can be discussed and coordinated with County budget and finance.

#### 6) Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Gail Townsend: Questioned if the board had a contingency plan in place for WC-1's failure. Expressed opposition to corporate funding of the library.
- Eithne Barton: Highlighted additional library services such as "Book a Librarian," homework help, Zoom rooms, and blood pressure kits. Emphasized the need for later hours for after work access.

#### 7) Staff Announcements [Non-Action Item]

- Assistant County Manager Dave Solaro thanked Siera Schubach and Reno Branch Manager Kristen Ryan for coordinating and running the meetings. Thanked library staff and administrators. Announced a transition to YouTube streaming for future meetings, starting in September, to better match the BCC meetings. Also announced that agendas will be transitioning to Granicus sometime in the future. Requested grace and flexibility from the public and board due to staffing shortages and unfilled vacancies. Clarified that temporary closures or reduced hours may occur but are not permanent policy changes.
- Chair Silver expressed confusion about staff vacancies. Solaro clarified that no vacancies have been filled due to the uncertain future of the budget. He shared that librarians and library staff are already feeling the pressure of an understaffed institution and that closures will occur due to these vacancies.

- Chair Silver asked if the County is recommending that these vacancies not be filled. Solaro confirmed that this is the recommendation until a clear direction is given by the board regarding the budget. Chair Silver requested Solaro confirm that this was a County decision and not the library board's. Solaro confirmed.
- Trustee Rodriguez asked if the change in hours was for FY 27 or if the changes would be implemented before the new fiscal year. Solaro replied that the hours aren't changing, but some branches may be closed due to low staffing. These changes would happen immediately.
- Trustee Rodriguez asked if public commentators will be able to use a platform like the BCC utilizes. Solaro said he would verify if Speak Up would be a useful platform.
- Chair Silver asked if Solaro would be communicating with branch managers. Solaro confirmed that he is having the operating discussions with managers.
- Vice Chair Moser requested further information on the library's vacancies. Solaro agreed to send her information.
- Trustee Jacks asked if the organizational chart that had been sent out by Stacy McKenzie was the official County chart. Chair Silver said the chart was sent at her request and was not official. She requested Solaro verify. Solaro appreciated the board's interest but reminded them that it's a different discussion based on collective bargaining and other factors. Requested that the board start with operational hours for the branches. Urged the board not to get "mired in the details" and that staffing model discussions can come later.

#### 8) Adjournment

- Chair Silver adjourned the meeting at 7:33pm.

**PUBLIC COMMENT  
FOR August 20th  
MEETING**

**Submitted for  
inclusion in the record**

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**Public Comment for 8/20/2025**

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**From** Cynthia Reed [REDACTED]

**Date** Wed 8/20/2025 11:13 AM

**To** Schubach, Siera <SSchubach@washoecounty.gov>; Ruf, Tami (Trustee) <TRuf@washoecounty.gov>; Silver, Ann (Board member) <ASilver@washoecounty.gov>; Moser, Lea (Trustee) <LMoser@washoecounty.gov>; Jacks, Gianna (Board Member) <GJacks@washoecounty.gov>; Rodriguez, Marie L. (Board Member) <MLRodriguez@washoecounty.gov>; Cynthia Reed [REDACTED]

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Cynthia Reed for the record: Retired WCSD teacher, 40 years in Reno  
2022-25 Library Strategic Plan Mission is to connect People with information, ideas, and experiences to support an engaged community. I think the library staff have done an excellent job.

I wanted to share some of the positive library events I have experienced:

--STEAM events which involves science and technology activities with my grandchildren:

- \* Earthquake talk with scientist from UNR and hands-on model of what happens using flat pans, two clothes and 5 different layers of dirt.
- \* Mapping Skills: Using South Valleys Library as center, identified different types of maps used for different information. Ended with a blank treasure map with compass and map legend to be designed. My youngest grandchild got so excited to create a zombie treasure map.

--Use of Libby app from home which allows patrons to check-out books to read or listen to without having to leave the house. A very important service with the community options.

Here how my neighborhood uses it:

- \* Daughter driving to and from work in Carson City every day, listens to audiobooks in car
- \* Elderly neighbor listens to audiobooks while healing from falling and breaking 8 ankle bones.

Also, SV library staff were very helpful in helping me troubleshoot her access issue which turned out to be her phone syncing. Library provides help in solving technology issues.

\* Grandkids, 7 & 10, see books on display which we checkout when we come in for events.

\* Myself: I reserve books to read and access audiobooks, like The AGE of WISDOM to listen to while I'm sewing prayer quilts for our church. I use the Libby app to access magazines and newspapers for free! This is saving me money....so much money.

The 22-25 Library Strategic Vision is that all Washoe County residents benefit from the library's support of literacy and self-education. So citizens have to make an effort to self-educate. This begins with becoming life-long learners by stepping into a library at any age and finding out what they have to offer.

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## Public Comment Aug 20 Meeting

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From Meredith Tanzer <[REDACTED]>  
Date Tue 8/19/2025 8:22 PM  
To Schubach, Siera <SSchubach@washoecounty.gov>

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### **This Message Is From an External Sender**

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Dear Members of the Library Board of Trustees,

Thank you for your continued service and dedication to our community. Your stewardship of our public resources—especially the library—is deeply appreciated.

I'm writing today to urge you to increase funding for our library and to reaffirm its place as a vital priority in our city's future. A library is more than a building filled with books—it is a gateway to opportunity. It offers every individual, regardless of background or income, the chance to learn, to remember, and to connect with the tools and knowledge that shape lives. Remember the good ole days when we were proud to make things like this available.

From early literacy programs to job search assistance, from quiet study spaces to community events, the library serves as a cornerstone of equity and access. It is one of the few places where people can better themselves without cost or judgment. I visited 4 libraries in July. It's important we not lose sight of the benefit it serves in growing smarter and more educated humans in our state.

Please don't take away a resource that benefits so many, so freely. Instead, let's invest in it—because when we invest in libraries, we invest in people.

Thank you again for your time and your commitment.

Sincerely,

Meredith Tanzer

## Remarks from Diana Mackey, Sparks

Although I have not attended these meetings in several months, I have stayed informed about the latest developments. My remarks address the entire county. Currently, we lack a County Manager, a Library Director, and even an acting or interim Library Director. This has created an environment where toxicity thrives, fueled by conflict, egos, personal agendas, power struggles, and perhaps some incompetence.

My concern is especially for the employees who are faced daily with uncertainty, unsure who their leader will be or even whether they will have a job next week. With forty years of experience in human resources for major companies, I have seen similar situations—where disputes arose over office space, arguments flared about who contacted a client first, and so on. The organization responded by hiring a full-time industrial psychologist to help all staff improve their communication and conflict resolution skills.

The county might consider a similar approach, as pent-up emotions, fear, poor communication, lack of teamwork, distrust, and ongoing power struggles contribute to the toxic atmosphere. Hiring a psychologist could help employees and leaders develop effective leadership, resolve conflicts, and foster a positive workplace culture. Toxic workplaces lead to high turnover, illness, a sense of hopelessness, and dread about coming to work.

Since it seems unlikely that the county will bring in a psychologist, I plan to give Marie Rodriguez a copy of *We're All in This Together*. I recommend that everyone obtain the book and consider forming a book club to discuss how to build a team culture—one that promotes trust and a sense of belonging among board members.

In the absence of library/county leadership, action must be taken. The board must work together to support library staff and meet the needs of taxpayers

and library patrons. If the board cannot fulfill this duty, it may be time to consider stepping down.

Sandee Tibbett for the record.

8/20/25

I want to express my gratitude to the board for your dedicated service. Your commitment to our community's library is invaluable, and I deeply appreciate the time and effort you have invested to keep this vital service thriving. Your work is laying a solid foundation for a stronger, more connected and balanced community, and for that, I am grateful. I also appreciate the diligence of board members who refuse to blindly trust and who fearlessly question those in positions of authority to ensure clear and sensible answers. Thank you.

Jeff Scott's resignation and Stacy McKenzie's temporary leave are a blessing for our county, reflecting their own weak decisions that have left our library system leaderless, for which they alone are responsible, not the library board or any lone trustee.

If you attended last month's meeting, you witnessed the acting director's immature and unprofessional conduct. Our county needs a leader free of drama and personal agendas, who genuinely cares about our community and will make sacrifices during a budget crisis without expectation of a new title or pay raise. We need a library director who embodies maturity, composure, and respect under pressure—a leader who takes responsibility for mistakes, communicates with transparency, and will work to rebuild trust with our community and board. They must inspire staff and stakeholders, maintain stability and morale, act with honesty and integrity, and align decisions with the library's mission and community interests. They must nurture healing.

I want to take a moment to thank Assistant County Manager Dave Solaro for stepping in to help guide the library board and staff with impartial leadership during this transitional period. His commitment will ensure our library remains a vital community resource. Thank you.

I also appreciate the courage of the anonymous letter writer who boldly exposed the truth by shining a light on critical issues within our library system. Their strength in speaking out, despite potential backlash, set a powerful example. The recent actions of the acting director proved the allegations in the anonymous letter to be true, confirming the need for accountability. Their actions remind us that a voice can spark change, inspiring others to speak out with honesty and integrity to hold our local leaders accountable and foster transparency for our community's betterment.

I urge our community to unite in a shared commitment to strengthen our library system by promoting open communication and mutual respect so we can ensure our library remains a cornerstone of knowledge and opportunity for all.

Thank you.



Yesterday morning I went to the Northwest branch to pick up my holds. On the way in I said hello to the librarians, who were filling a box with toy dinosaurs for kids to play with in the childrens section. I passed the puzzle trading shelf where you can pick up a puzzle for free, or drop off one you're tired of. After grabbing my holds I swung past the shelves at the front of the library and scored a new YA book off the lucky day shelves and a British Baking Show cookbook to read with my mother. On the way out I peeked down the art gallery hall and remembered chatting with the artist a week or two ago about her amazing paintings. Today though the gallery was bustling with a dozen toddlers and their families arriving for baby social time.

The Northwest Reno library does a lot. Those were just the things I saw on a ten-minute visit one Tuesday morning. If I'd stopped in at another time I might have joined a drop-in chess game or one of the three different creativity meetups that I keep forgetting to add to my calendar. I could've snagged a new houseplant from the plant swap, joined a book club or brought my auntie to a digital skills 101 course so maybe she'll stop falling for AI ads on facebook.

And these are only the extras that the library does on top of its main mission: providing education and entertainment for everybody, for free, forever. The libraries that you hold in trust are marvelous things with value to so many different kinds of people, and I look forward to watching them grow even better in the future.

8/20/25 LBOT meeting public comment:

Good evening, Trustees, and thank you for this opportunity to comment.

For the record, my name is Maureen McElroy.

**\*\*Per Ass't County Manager Solaro's Staff report.....**

**\*\*Washoe County Library Strategic plan outlines the mission: to connect people with information, ideas, and experiences to support an engaged community, one person at a time, with the vision: that all Washoe County residents benefit from the library's support of literacy and self-education.**

During this budget discussion meeting, with the emphasis being on services, I want for Ass't County Manager Solaro and for our Library Board of Trustees to understand this:

That while our WASHOE COUNTY LIBRARY SYSTEM services consist of many elements, 2 of the most important are:

**our library collection and our library staff**

Our library collection is the soul of our library system.

Our library staff members are the heart of our library system.

We need both of these elements in order for our library system to remain vital!

Are these things costly? Yes.

Are these things essential? Yes!

Going back to budget and collection, however, I want to illustrate how really invaluable our library system is, on a personal basis.

I am a retiree, on a fixed income. One of my passions and pastimes is reading.

This collection of books, here, is just an **example** of what I have checked out at any time.

**BRING UP EXAMPLES**

For these books in front of me, the cost for me to purchase would be roughly, \$147.00 for my monthly reading IF I could get my hands on the book at all. Multiply that by 12 months: that would be a cost of \$1764.00 out of my pocket, IF I could afford it.

China's Wings is no longer in print (available via the 2nd hand market for \$15.00)... BUT it is also available FOR FREE through Washoe County Library system's electronic collection, as an ebook. Our electronic collection costs money but is becoming almost more popular than hardcopy books.

This book, "The Spectacle of Flight", also no longer in print. But I was able to get it through Washoe County Library's INTERLIBRARY LOAN PROGRAM. You may not be aware of it, but if there is a title a patron would like to read which our library system can't acquire or does not acquire because it doesn't fit Washoe County Library System's COLLECTION DEVELOPMENT CRITERIA, our library system currently has the ability to put a call out to other library systems, throughout the nation, to borrow that book for me. MAGIC, HUH?!

THAT IS THE VALUE OF WASHOE COUNTY LIBRARY TO ME AND THE HUNDREDS OF THOUSANDS OF OTHER LIBRARY PATRONS!

THAT IS WHY WASHOE COUNTY LIBRARY NEEDS TO CONTINUE TO BE FUNDED FULLY AND ROBUSTLY!

# Washoe County Library Board of Trustees

Plan for successful  
Budget recommendation  
to the Board of County  
Commission



# Washoe County Library System

**Mission:** To connect people with information, ideas, and experiences to support an engaged community, on person at a time.

**Vision:** All Washoe County residents benefit from the library's support of literacy and self-education

From the August 20, 2025 LBOT meeting

**ACTION ITEM – Feedback from the Trustees to Assistant County Manager Solaro**

Please send via e-mail – separately and not copied to any other Trustee your thoughts around the locations, hours of operation, and days of operation for each of the 12 Library locations. All information provided by Friday, September 5<sup>th</sup> will be compiled, and scenarios/options will be completed and provided for discussion and possible action at the September 17<sup>th</sup> LBOT meeting.

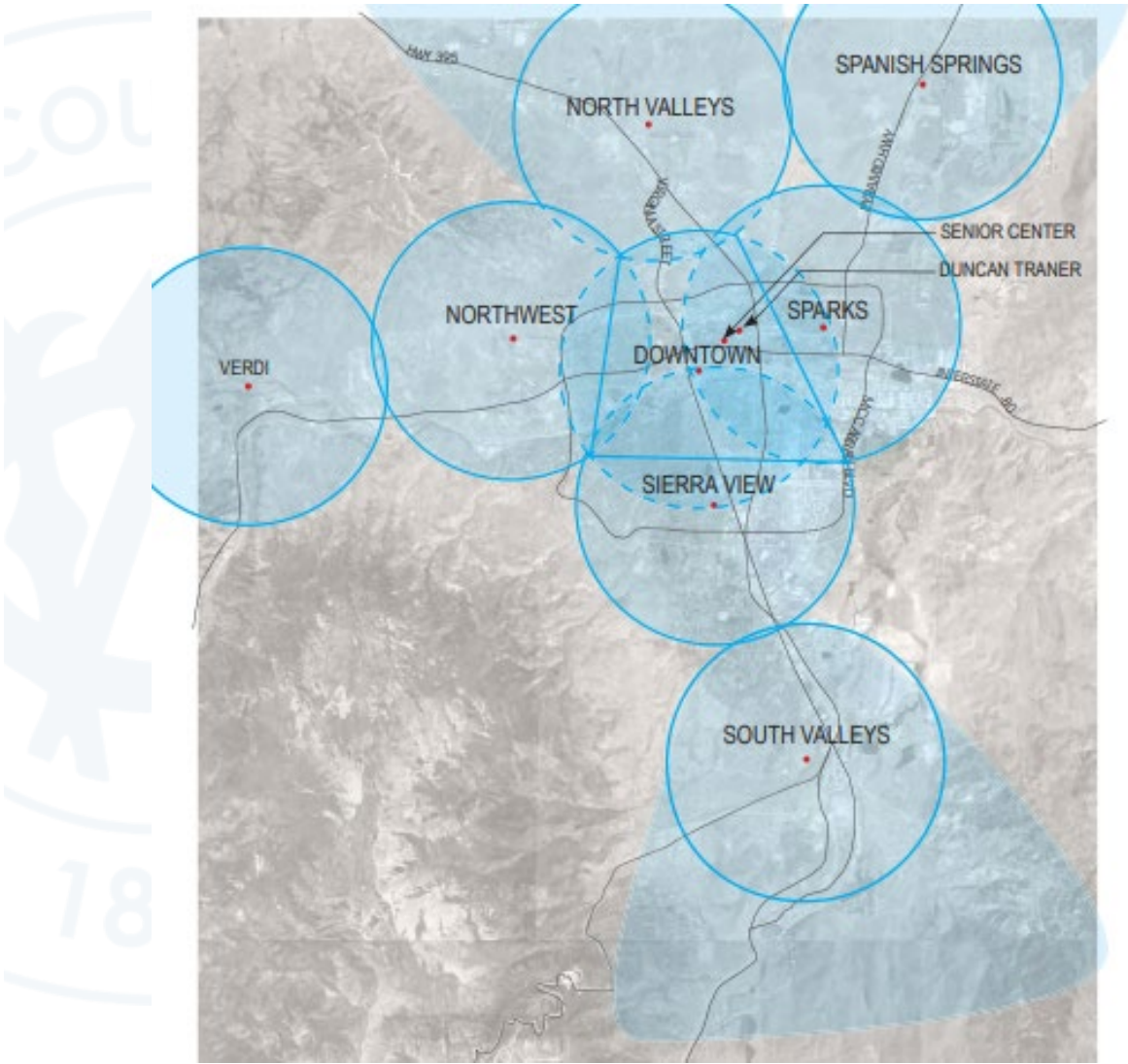
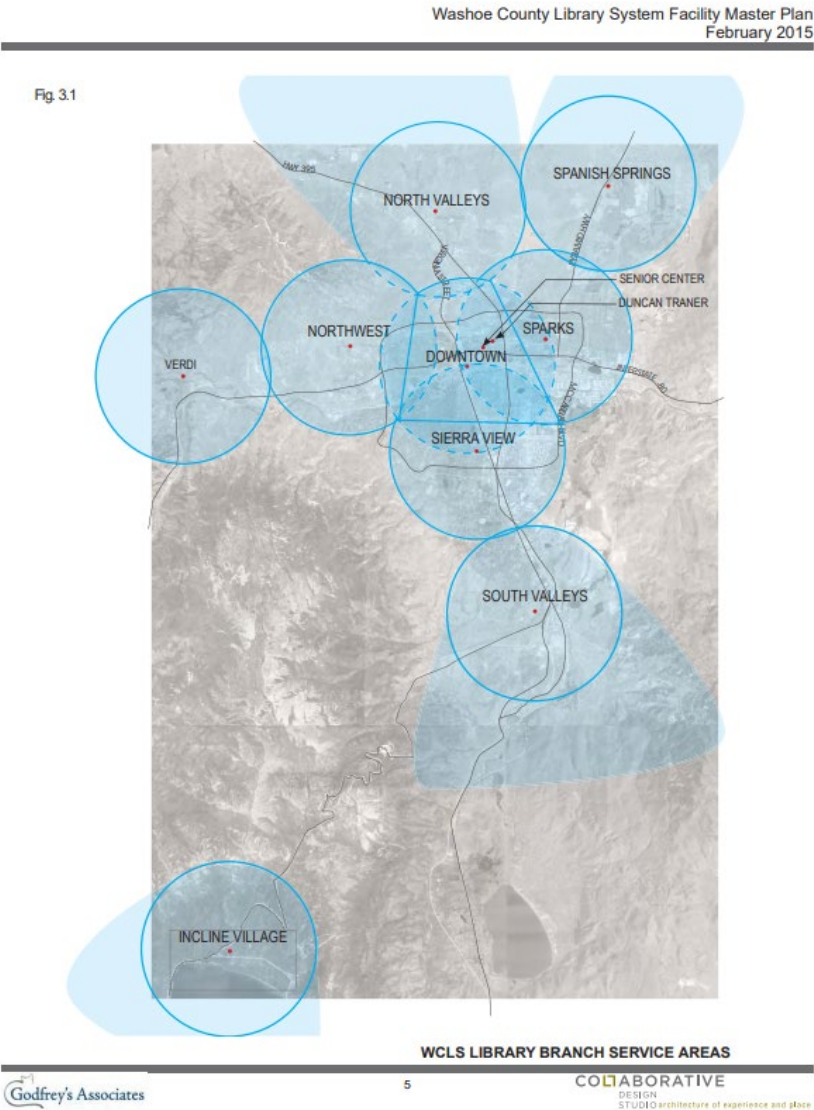
Additional information related to thoughts from each trustee about what a library branch is to you would be helpful.

# Washoe County Library Hours

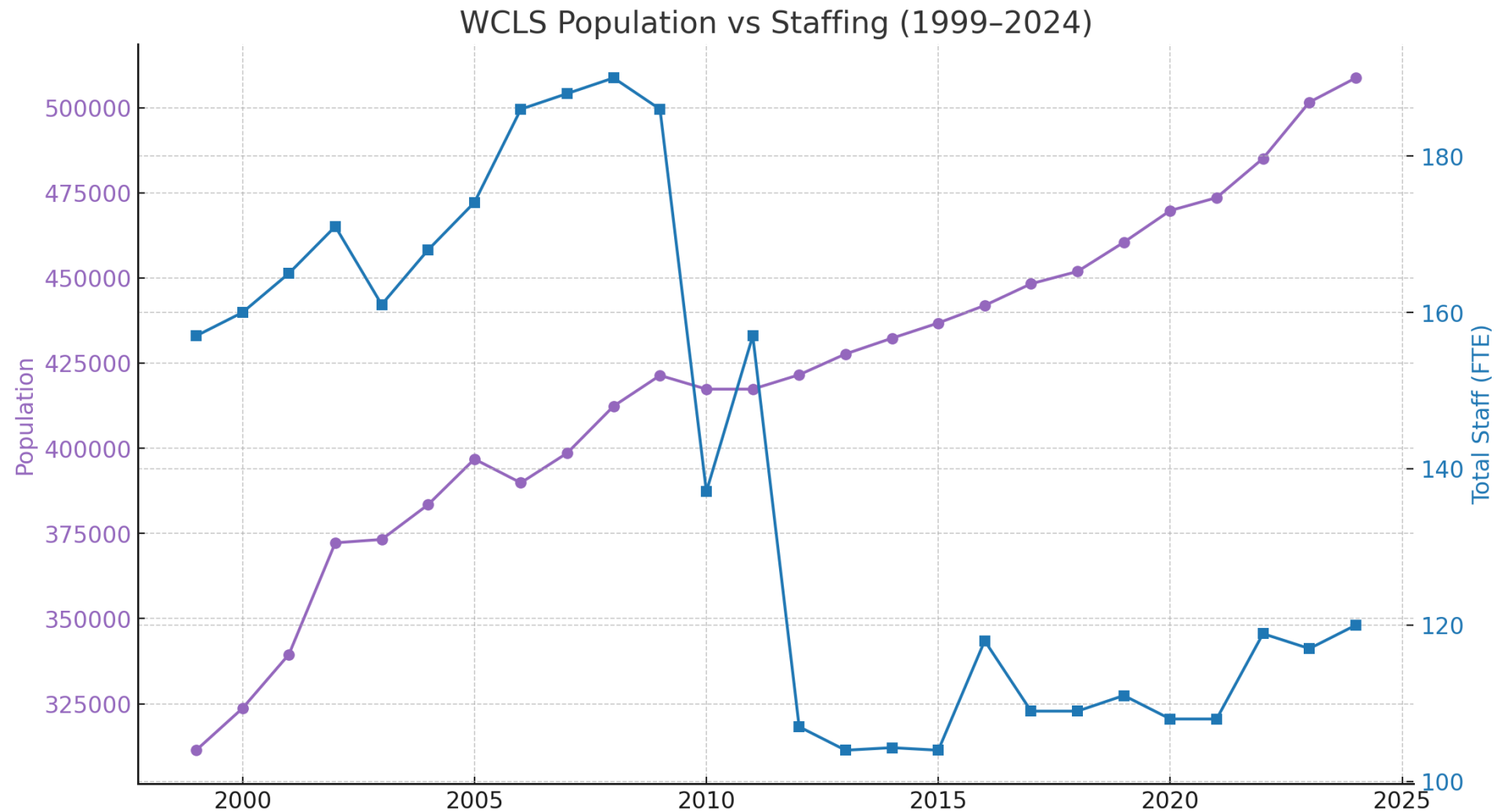
Current Schedule								
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week
Downtown	10 to 5	10 to 5	10 to 5	10 to 5	10 to 5	10 to 5	closed	42
Duncan/Trainer	closed	3 to 6	3 to 6	2:30 to 6	closed	3 to 6	closed	12.5
Gerlach	closed	closed	closed	5 to 7	closed	closed	closed	2
Incline	closed	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	10 to 4	47
North Valleys	closed	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	47
Northwest	10 to 4	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	53
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20
Sierra View	closed	10 to 6	10 to 6	10 to 6	10 to 7	10 to 6	10 to 4	47
South Valleys	10 to 5	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 5	55
Spanish Springs	10 to 5	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	closed	48
Sparks	10 to 4	10 to 6	10 to 6	10 to 6	10 to 7	10 to 6	10 to 4	53
Verdi	closed	closed	3 to 6	2:30 to 6	closed	3 to 6	closed	9.5
								<b>436</b>



# Washoe County: Fiscal Sustainability



# Washoe County: Fiscal Sustainability





### ITEMS TO CONSIDER:

- 10 AM start times allow for preschoolers/toddlers/baby story times (nap time is important for this demographic).
- Current Saturday/Sunday schedule is arranged to allow full service branch offerings distributed through our community to be open at least one weekend day per week.
- Current branch closing times include at least one day per week where an additional hour is added to help patrons schedule at least one day where they may not have to rush to the library. (7pm closing time)
- In winter the later closing times are generally not utilized due to early darker hours in the day.
- Later closing times allow for additional use of the meeting spaces.
- An 8-hour open schedule only requires one shift. Longer than an 8-hour schedule increases staffing complexity.

# Washoe County: Fiscal Sustainability

Option A									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week	vs. exist.
Downtown	10 to 4	10 to 8	10 to 8	10 to 8	10 to 8	10 to 8	closed	56	14
Duncan/Trainer	partner	partner	partner	partner	Bookmobile	partner	partner	3	-9.5
Gerlach	partner	partner	partner	partner	partner	partner	partner	0	-2
Incline	vending	12 to 7	12 to 7	12 to 7	12 to 7	12 to 7	12 to 5	40	-7
North Valleys	11 to 5	11 to 7	11 to 7	11 to 7	11 to 7	11 to 7	11 to 5	52	5
Northwest	closed	10 to 8	10 to 8	10 to 8	10 to 8	10 to 8	11 to 4	55	2
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	closed	10 to 7	10 to 7	10 to 7	10 to 7	10 to 7	11 to 5	51	4
South Valleys	12 to 4	10 to 7	10 to 7	10 to 7	10 to 7	10 to 7	12 to 4	53	-2
Spanish Springs	12 to 4	11 to 7	11 to 7	11 to 7	11 to 7	11 to 7	12 to 4	53	5
Sparks	12 to 4	11 to 7	11 to 7	11 to 7	11 to 7	11 to 7	12 to 4	53	0
Verdi	partner	partner	partner	Bookmobile	partner	partner	partner	3	-6.5
								439	3

# Washoe County: Fiscal Sustainability Option B

Option B									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week	vs. exist.
Downtown	10 to 5	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	54	12
Duncan/Trainer	partner	partner	partner	partner	partner	partner	partner	0	-12.5
Gerlach	partner	partner	partner	partner	partner	partner	partner	0	-2
Incline	11 to 5	11 to 6	11 to 6	11 to 6	11 to 6	11 to 6	11 to 5	47	0
North Valleys	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	6
Northwest	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	0
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	6
South Valleys	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	-2
Spanish Springs	10 to 4	11 to 6	11 to 6	11 to 6	11 to 6	11 to 6	10 to 5	48	0
Sparks	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	0
Verdi	partner	partner	partner	partner	partner	partner	partner	0	-9.5
								<b>434</b>	<b>-2</b>

# Washoe County: Fiscal Sustainability Option C

Option c									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per	vs. exist.
Downtown	10 to 5	9 to 5	9 to 5	9 to 5	9 to 5	9 to 5	closed	47	5
Duncan/Trainer	closed	closed	closed	book	closed	closed	closed	2	-10.5
Gerlach	closed	closed	closed	5 to 7	closed	closed	closed	2	0
Incline	closed	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 4	46	-1
North Valleys	vending	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	vending	47	0
Northwest	10 to 4	10 to 6	10 to 6	10 to 8	10 to 6	10 to 6	10 to 4	54	1
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	10 to 4	9 to 6	9 to 6	9 to 7	9 to 6	9 to 6	10 to 4	58	11
South Valleys	10 to 5	10 to 6	10 to 6	10 to 8	10 to 6	10 to 6	10 to 5	56	1
Spanish Springs	closed	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	10 to 5	48	0
Sparks	10 to 4	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	53	0
Verdi	closed	closed	closed	closed	book	closed	closed	2	-7.5
								435	-1

**ACTION ITEM** – based on the conformed information provided to the Board of Trustees please provide a recommended schedule to Assistant County Manager Solaro on the appropriate operations schedule model for the next step of completing a staffing model and budget to be presented to the Trustees on October 1, 2025.

**ACTION ITEM** – Washoe County staff is recommending a collections budget target of 10% of the total operating budget for the collection in FY 27. Please provide direction related to the collections budget percentage of operating budget.

# Thank you

**Dave Solaro, Arch, P.E.**  
**Assistant County Manager**  
[dsolaro@washoecounty.gov](mailto:dsolaro@washoecounty.gov)

**STAFF REPORT**  
**TRUSTEE MEETING DATE: September 17, 2025**

**DATE:** September 8, 2025  
**TO:** Library Board of Trustees  
**FROM:** Dave Solaro, Assistant County Manager  
**SUBJECT:** Discussion between the Library Board of Trustees and the Office of the County Manager providing an overview of the information provided to Assistant County Manager Solaro by individual Trustees for operating locations, times, and days of the Library system for fiscal year 2027 (July 1, 2026 – June 30, 2027) and possible direction to the Office of the County Manager staff related to budget needs for the Washoe County Library System. [For Possible Action]

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**SUMMARY**

The Washoe County Board of Commissioners (BCC) has asked the Washoe County Library Board of Trustees (LBOT) to review operational strategies of the library system and provide a recommended fiscal year (FY) 27 (July 1, 2026 – June 30, 2027) operating budget.

This item is intended to be a discussion between the Office of the County Manager and the LBOT to review input received from individual Trustees that define the preferred operating locations, days, and hours for each of the 12 branch locations for a proposed budget to be presented to the Board of County Commissioners in October of 2025.

**PREVIOUS ACTION**

At the August 20, 2025 Board of Trustee meeting, the Trustees provided direction to the Office of the County Manager to hold a special meeting on October, 1, 2025 as well as committed to provide information individually to the Assistant County Manager for compilation of options to the Trustees at the September 17, 2025 meeting.

Various budget discussions have occurred over the past 12 months regarding the library budget.

## **BACKGROUND**

During the Washoe County Board of Commission (BCC) Fiscal Year 26 budget cycle the BCC requested that the Washoe County Library work to define the library services necessary for our community given the discussions throughout the community on the current use of our libraries. The review of services provided to the community through the library system is an important step in determining what funding is necessary and sustainable for the future.

The 2022-2025 Library Strategic plan outlines the **mission:** to connect people with information, ideas, and experiences to support an engaged community, one person at a time, with the **vision:** that all Washoe County residents benefit from the library's support of literacy and self-education.

The 2022 – 2025 Strategic plan should be the baseline for decisions related to the current service levels and the beginning point for the next five-year plan. It is anticipated that the new library director will update the strategic plan process crafted around the service levels set by the LBOT for the FY 27 timeframe.

The LBOT sets the number of locations and hours of operation through policy direction. At August 20, 2025, meeting a request was made of the Trustees to provide information individually to Assistant County Manager Solaro that outlines the preferred locations, days, and hours of operation for each of the 12 branch locations. The information was requested by September 5, 2025, so this staff report could be assembled. Information was provided by the trustees and that information was utilized in preparing the operational options outlined below for discussion.

At the August 20, 2025, meeting Assistant County Manager Solaro provided information to the board that needs to be corrected. At the meeting it was stated that the current budget supports 401.5 hours of operation at our branch locations per week. The number, however, did not include the time dedicated to the Senior Center location or the Duncan/Trainer location. The actual current number of weekly hours to operate our 12 branch locations is 436 hours.

<b>Current Schedule</b>								
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week
Downtown	10 to 5	10 to 5	10 to 5	10 to 5	10 to 5	10 to 5	closed	42
Duncan/Trainer	closed	3 to 6	3 to 6	2:30 to 6	closed	3 to 6	closed	12.5
Gerlach	closed	closed	closed	5 to 7	closed	closed	closed	2
Incline	closed	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	10 to 4	47
North Valleys	closed	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	47
Northwest	10 to 4	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	53
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20
Sierra View	closed	10 to 6	10 to 6	10 to 6	10 to 7	10 to 6	10 to 4	47
South Valleys	10 to 5	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 5	55
Spanish Springs	10 to 5	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	closed	48
Sparks	10 to 4	10 to 6	10 to 6	10 to 6	10 to 7	10 to 6	10 to 4	53
Verdi	closed	closed	3 to 6	2:30 to 6	closed	3 to 6	closed	9.5
								<b>436</b>

As discussed at the August meeting it is important for the LBOT to focus not on the dollar amount, but the locations, days, and hours for services to be provided, Washoe



County staff will define the cost of the services utilizing our customary staffing and resource analysis.

The responses from the Library Board of Trustees indicate that the current operation of many branches should be expanded. The themes include:

- Providing programs that are most impactful and in the correct locations for the community
- Offering more hours after traditional work hours (8am to 5pm Monday -Friday) to ensure those working traditional hours have access.
- Not every branch needs to offer the same level of service.

The expansion of hours from nearly every submission included a re-thinking of how we can operate at partnership libraries to provide additional open hours at our larger branches. To accomplish many of the weekday evening hours the suggested schedule included variations of opening hours or simply adding additional hours. Three options have been created that roughly equate to the current staff hours in the current budget. Shifting staff hours away from partnership libraries (Duncan/Trainer, Verdi, and Gerlach) allows for the suggested increases. Operationally the partnership libraries are an area where continued discussion with the Washoe County School District and other local partners will need to occur regarding the current agreements for use of space and services to be provided.

Option A									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week	vs. exist.
Downtown	10 to 4	10 to 8	10 to 8	10 to 8	10 to 8	10 to 8	closed	56	14
Duncan/Trainer	partner	partner	partner	partner	Bookmobile	partner	partner	3	-9.5
Gerlach	partner	partner	partner	partner	partner	partner	partner	0	-2
Incline	vending	12 to 7	12 to 7	12 to 7	12 to 7	12 to 7	12 to 5	40	-7
North Valleys	11 to 5	11 to 7	11 to 7	11 to 7	11 to 7	11 to 7	11 to 5	52	5
Northwest	closed	10 to 8	10 to 8	10 to 8	10 to 8	10 to 8	11 to 4	55	2
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	closed	10 to 7	10 to 7	10 to 7	10 to 7	10 to 7	11 to 5	51	4
South Valleys	12 to 4	10 to 7	10 to 7	10 to 7	10 to 7	10 to 7	12 to 4	53	-2
Spanish Springs	12 to 4	11 to 7	11 to 7	11 to 7	11 to 7	11 to 7	12 to 4	53	5
Sparks	12 to 4	11 to 7	11 to 7	11 to 7	11 to 7	11 to 7	12 to 4	53	0
Verdi	partner	partner	partner	Bookmobile	partner	partner	partner	3	-6.5
								439	3

Option B									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per week	vs. exist.
Downtown	10 to 5	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	54	12
Duncan/Trainer	partner	partner	partner	partner	partner	partner	partner	0	-12.5
Gerlach	partner	partner	partner	partner	partner	partner	partner	0	-2
Incline	11 to 5	11 to 6	11 to 6	11 to 6	11 to 6	11 to 6	11 to 5	47	0
North Valleys	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	6
Northwest	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	0
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	6
South Valleys	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	-2
Spanish Springs	10 to 4	11 to 6	11 to 6	11 to 6	11 to 6	11 to 6	10 to 5	48	0
Sparks	10 to 4	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 5	53	0
Verdi	partner	partner	partner	partner	partner	partner	partner	0	-9.5
								434	-2

Option c									
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hours per	vs. exist.
Downtown	10 to 5	9 to 5	9 to 5	9 to 5	9 to 5	9 to 5	closed	47	5
Duncan/Trainer	closed	closed	closed	book	closed	closed	closed	2	-10.5
Gerlach	closed	closed	closed	5 to 7	closed	closed	closed	2	0
Incline	closed	10 to 6	10 to 6	10 to 6	10 to 6	10 to 6	10 to 4	46	-1
North Valleys	vending	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	vending	47	0
Northwest	10 to 4	10 to 6	10 to 6	10 to 8	10 to 6	10 to 6	10 to 4	54	1
Senior Center	closed	9 to 1	9 to 1	9 to 1	9 to 1	9 to 1	closed	20	0
Sierra View	10 to 4	9 to 6	9 to 6	9 to 7	9 to 6	9 to 6	10 to 4	58	11
South Valleys	10 to 5	10 to 6	10 to 6	10 to 8	10 to 6	10 to 6	10 to 5	56	1
Spanish Springs	closed	10 to 6	10 to 7	10 to 6	10 to 6	10 to 6	10 to 5	48	0
Sparks	10 to 4	10 to 6	10 to 6	10 to 7	10 to 6	10 to 6	10 to 4	53	0
Verdi	closed	closed	closed	closed	book	closed	closed	2	-7.5
								435	-1

While the location, days, and hours of operation was a big ask of the Trustees, the information provided by the Trustees regarding the spending on books also requires some discussion. Based on input a discussion on the proper spending level for our library system related to books, both physical and electronic will need to occur. Of the 57,414 unique users of the catalog there is an even split between users who only use electronic books (Libby) and those who use only physical books, 23,693 and 23,614 respectively. In addition to the users that only use one or the other, there are 10,107 users who utilize both mediums. In past years the Board has aspired to spend 10% of the operating expenditure on our collection. We have not met that goal since 2007 as a system. The recommendation is that until a new director is in place and can review the usage and collection with our Collection Development Manager the 10% of operating expenditure should be the goal of our budget setting process.

Direction provided by the Trustees should be clear for staff to lay out how to staff the library for the determined hours, days, and locations. This is due to employee association agreement requirements, as well as requirements for staffing type. Some discussion has occurred at these meetings around the use of “lead” employees, or the proper classification of employees for the tasks needed. The beginning of the staffing model conversation is having clear direction regarding where and when we need to have the

branches open for business. At the special meeting scheduled for October 1, 2025, the direction provided today by the Trustees will be outlined with a staffing matrix which will begin to determine the employee costs to operate the preferred schedule.

### **FISCAL IMPACT**

There is not currently a fiscal impact that can be presented related to this item. Future items will include fiscal notes associated with options presented to the Library Trustees.

### **RECOMMENDATION**

It is recommended by staff that the Library Board of Trustees review the schedule options provided, discuss the merits of these options, and provide direction to the Office of the County Manager staff for operating locations, times, and days of the Library system for fiscal year 2027 (July 1, 2026 – June 30, 2027); provide direction related to the recommendation to utilize a collections budget target of 10% of the total operating budget; and provide any additional information to consider to the Assistant County Manager for inclusion in future budget setting discussions for the Washoe County Library System.

### **POSSIBLE MOTION**

Should the Trustees agree with the staff's recommendation, a possible motion would be:  
"Move to provide the following direction to Office of the County Manager staff related to Budget needs for the Washoe County Library System,

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