

Douglas County Library Board Meeting- 11/28/2023

Supplemental Budget Requests- 2023

Carry Over Budget Requests-

Teen Room- \$7,331.89

Security Cameras taken from teen project- \$3008.50

Painting Project- Was \$25,000 (I think we only need to ask for \$12,500

Total project money to move forward – 22,840.39

Normal Supplemental Requests

Marketing Intern- up to \$3,000

Matching scholarship grant.... \$1,200 (Match PLA Conference- April 2024)

Look at budget numbers- any amounts you would like to ask for extra funding?

1

2

3

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5

## Veronica Hallam

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**From:** Timothy DeGhelder  
**Sent:** Sunday, November 26, 2023 2:46 PM  
**To:** Robert Conner; Veronica Hallam; Starla Doughty; Jimayne Merkow; Theresa DeGraffenreid; Theresa DeGraffenreid  
**Cc:** 'Gregory, Cynthia (cgregory@douglas.nv.gov)'; Laura Treinen; Vanna Bells; Holly Traxler  
**Subject:** RE: Library Board Agenda and Meeting Packet 11/28/2023

I am working with Finance to use the official forms.  
Carry-over Project  
Teen Room- \$7,331.89  
Security Cameras taken from teen project- \$3008.50  
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Total project money to move forward – 22,840.39

I will write them on the forms that I submit to Finance.

The other part is looking at the budget and asking for a supplemental increase to help budget the line for the year.

That is something the board can ask for line by line.

For example, asking for money to get an intern. (Up to \$3,000) The board can set the amount. That is why there might be a discussion.

I will have a list ready with dollar amounts and the board can also suggest something.

The BOCC will just say yes or no for each line request.

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**From:** Robert Conner  
**Sent:** Saturday, November 25, 2023 1:53 PM  
**To:** Veronica Hallam <vhallam@douglas.lib.nv.us>; Starla Doughty <starla.doughty1@douglas.lib.nv.us>; Jimayne Merkow <jimayne.merkow@douglas.lib.nv.us>; Theresa DeGraffenreid <theresa.degraffenreid@douglas.lib.nv.us>; Theresa DeGraffenreid <theresa@carsonvalleyinsurance.com>  
**Cc:** Timothy DeGhelder <timothy.deghelder@douglas.lib.nv.us>; 'Gregory, Cynthia (cgregory@douglas.nv.gov)' <cgregory@douglas.nv.gov>; Laura Treinen <laura.treinen@douglas.lib.nv.us>; Vanna Bells <vanna.bells@douglas.lib.nv.us>; Holly Traxler <holly.traxler@douglas.lib.nv.us>  
**Subject:** Re: Library Board Agenda and Meeting Packet 11/28/2023

I have gone through the agenda and all of the items scheduled multiple times and cannot find the paperwork for item 7. Please send a copy so I can review before the meeting. Thank you.

**Circulation by Collection**  
 October 2023

Collection	Location		
	Minden	Lake Tahoe	BKM
Adult Audiobook	604	19	0
Adult Biography	79	4	1
Adult CD Non-Fiction	35	2	0
Adult DVD	890	37	24
Adult Fiction	2,649	120	35
Adult Launchpad	0	0	0
Adult Magazines	93	0	0
Adult Music	79	0	0
Adult Non-Fiction	857	55	29
Adult Spanish	7	NA	0
Children's Audiobook	88	3	3
Children's Biography	30	0	0
Children's DVD	222	14	8
Children's Fiction	761	36	53
Children's Launchpad	20	11	0
Children's Magazines	6	0	0
Children's Music	15	0	0
Children's Non-Fiction	923	57	36
Children's Oversize	35	1	0
Children's Spanish	21	14	0
Easy Reader	480	64	38
Equipment	19	6	0
Exam Books	2	0	0
Large Print	644	23	4
Mobile Devices	3	0	0
Nevada	33	14	2
Picture Books	1598	154	31
Video Games	10	0	0
Young Adult	198	5	4
Manga	110	0	7
Graphic Novels	31	0	0
Young Adult Launchpad	5	0	1
Young Adult Magazines	0	0	0

**Hoopla**

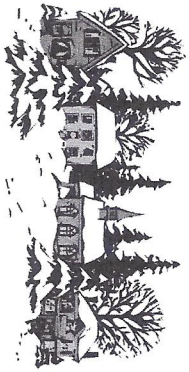
<b>eAudiobook</b>	1138	<b>Movie</b>	119	<b>Bingepasses</b>	34
Adult Fiction	779	Adult Fiction	97	Adult Fiction	19
Adult Non-Fiction	204	Adult Non-Fiction	15	Adult Non-Fiction	5
Juv Fiction	148	Juv Fiction	6	Juv Fiction	10
Juv Non-Fiction	7	Juv Non-Fiction	1	Juv Non-Fiction	0
<b>eBook</b>	409	<b>Television</b>	73		
Adult Fiction	255	Adult Fiction	67		
Adult Non-Fiction	91	Adult Non-Fiction	6		
Juv Fiction	56	Juv Fiction	0		
Juv Non-Fiction	7	Juv Non-Fiction	0		
<b>Comics</b>	51	<b>Music</b>	46		
Adult Fiction	29	Adult	41		
Adult Non-Fiction	0	Juv	5		
Juv Fiction	21				
Juv Non-Fiction	1	<b>Total Circulation</b>	1,870		

**Overdrive/Libby**

<b>eAudiobook</b>	823
<b>eBook</b>	694
<b>Magazines</b>	434
Adult	1,356
Juv	86
Young Adult	75
<b>Total Circulation</b>	1,954

**DOUGLAS COUNTY PUBLIC LIBRARY**  
**Statistical Report**  
**FY 2023-2024**

Circulation	Fiscal Year-to-Date				September 2023				October 2023			
	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total
Items Checked Out/Renewed	44,787	3,222	1,085	49,094	10,325	715	393	11,433	10,547	639	276	11,462
eCheckouts				19,761				4,771				5,331
New Cards Issued	382	60	26	468	95	10	7	112	80	19	8	107
Patrons*	111,903	14,027	1,666	127,596	28,029	3,512	419	31,960	28,107	3,532	427	32,066
Library Visits	20,290	5,771	704	26,765	4,677	1,396	297	6,370	4,841	1,277	206	6,324
Tahoe Lobby Visits				5,010				1,003				942
Curbside Service Pick-ups	16	-	-	16	1			1	4	-	-	4
Bookmobile Stops				83				29				13
Inventory *	412,437	115,896	8,862	537,195	103,124	29,015	2,279	134,418	103,417	29,063	2,288	134,768
Interlibrary Loans Requested	306	15	21	342	77	3	6	86	92	1	1	94
Interlibrary Loans Loaned	118	15	1	134	28	4		32	13	6	-	19
Homebound Patrons *	18	-	-	18	18			18	18			18
Homebound Checkouts	309	-	-	309	74			74	77			77
Database Sessions				7,817				2,406				1,986
<b>Services</b>	<b>Minden</b>	<b>Tahoe</b>	<b>Bkmobile</b>	<b>Total</b>	<b>Minden</b>	<b>Tahoe</b>	<b>Bkmobile</b>	<b>Total</b>	<b>Minden</b>	<b>Tahoe</b>	<b>Bkmobile</b>	<b>Total</b>
Meeting Room Use	190	10	-	200	46	3		49	53	4		57
Meeting Room Attendance	1,520	119	-	1,639	368	12		380	424	83		507
Kids' Programs	107	44	-	151	26	10		36	30	10		40
Kids' Program Attendance	2,769	328	-	3,097	830	105		935	848	55		903
Teen Programs	33	8	-	41	2	2		4	9	2		11
Teen Program Attendance	205	1	-	206	30	-		30	55	-		55
Adult Programs	38	22	-	60	11	5		16	9	6		15
Adult Program Attendance	259	40	-	299	85	11		96	51	14		65
Total Programs	178	74	-	252	39	17		56	48	18		66
Total Program Attendance	3,233	369	-	3,602	945	116		1,061	954	69		1,023
Outreach	28	3	-	31	7	2		9	7	-		7
Public Computer Use	1,976	43	-	393	613	103		716	672	111		783
ADA-pc Use	36	4	-	11	11	3		14	9	4		13
Wireless Use	9,346	1,152	-	2,723	2,312	299		2,611	2,193	318		2,511



# WINTER READ PROGRAM

## Library Board Members

The county public library has a five member board appointed by the Board of County Commissioners

Starla Doughty  
Term Expires December 2023

Jimayne Merkow  
Term Expires December 2023

Vacant Term Expires December 2024

Robert Conner  
Term Expires December 2027

Theresa Degraffenreid  
Term expires December 2027

## Email-Library Board Members

libraryboard@douglas.lib.nv.us

## Library Locations

Minden Library Branch  
1625 Library Lane  
Minden NV 89423  
775-782-9841

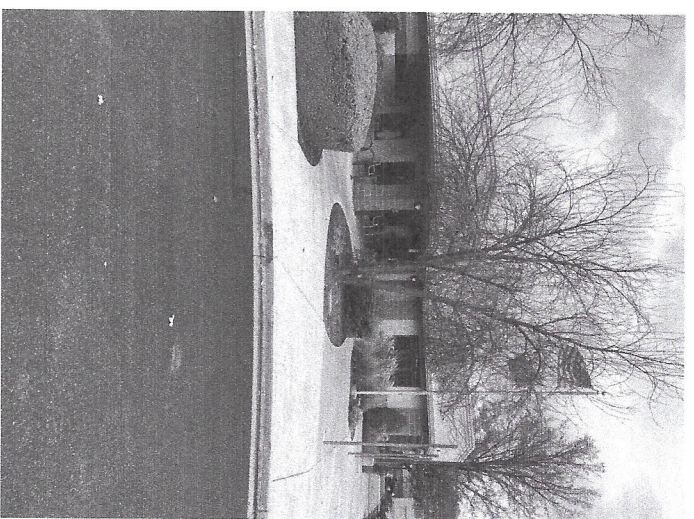
Lake Branch at Zephyr Cove  
223 Warrior Way  
Zephyr Cove, NV 89448  
775-588-6411

### Contact Us

Phone: 775-782-9841  
Email: [info@douglas.lib.nv.us](mailto:info@douglas.lib.nv.us)  
Web:  
<https://library.douglascounty.nv.gov/>



DOUGLAS COUNTY  
PUBLIC LIBRARY  
1625 Library Lane  
Minden, NV 89423



DOUGLAS  
COUNTY  
PUBLIC  
LIBRARY

Annual Report FY22/23



*Sponsor a Tiny Free Library or Join Dolly Parton Imagination Library*

## Message from Library Director

Thank you for another amazing year. Douglas County Public Library, prides itself on giving service to the entire county. Please note these statistics do not capture the essence of the library that is major part of the community and people's lives. Thank you to library staff, county staff and volunteers for your efforts.

Timothy DeGhelder- Library Director

### Demographics

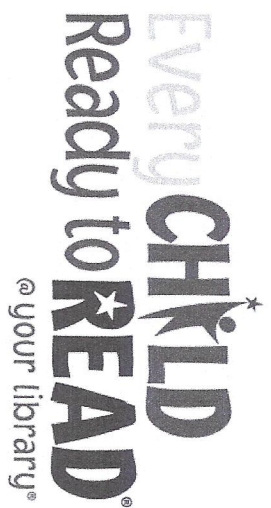
Budget-	1.78 M
Population-	49,788
Library cards	32,139
Card Holders	65%
New Users	1,289
Staff FTE	17
Hours open	4,160

### Materials Circulation

Adult-	143,789
Children-	50,739
Audio-	12,902
DVD-	16,203
Magazines-	1,478
Hoopla-	20,973
Libby-	15,402
ILL Loans	1,434
Recycled	15,000
Total-	277,920

### Program Attendance

Library Visits	74,819
Kids Program	5,421
Teen Program	581
Adult Program	1,117
Tiny Art Show	430
Summer Read	399
Meeting Room Use	247



### Outreach

Homebound	927
Bookmobile stops	243
Bookmobile checkout	2,815
Tiny Free Libraries	2,000
Off Site Programs	85
Volunteer hours	1000
Friends Meetings	45

### Computers & Databases

Database Use	31,876
Wi-Fi sessions	5,038
Social Media Visits	153,855
Public PC Stations	15
County Law Library	

Money saved by using library services

\$4,879,826.20

Calculated by [lovelibraries.org](http://lovelibraries.org)