

AGENDA
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Tuesday August 6, 2024 @ 5:00 PM

Members:	Sara Keehfuss, Chairperson	Gwenn Snow, Vice-Chairperson
	Sara Sweeney, Secretary/Clerk	Jamie Grimes, Treasurer
	Rebecca Lim, Member	

SPECIAL NOTE: Below are the agenda items scheduled to be considered. All items are approximate except for bid openings, public hearings, and any other items agendized at a specific time. Items on the agenda without a time designation may be taken out of order. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Action may be taken on those items denoted (FOR ACTION)

ITEM#/SUBJECT

1.Call meeting to order –

2. **GENERAL PUBLIC COMMENT** – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on an agenda as an action item. **Comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, willfully disruptive or deemed personal attacks will not be permitted.**

3. **Approval of Agenda** – For action

4. **Reading, correction, and approval of minutes for July 2, 2024** - For action

5. REPORTS, INFORMATIONAL ITEMS

a. **Administrative Reports-**

SVLD Statistic's, RMPL Children's report, correspondence:

b. **SVLD Board Reports – Comments:**

6. **OLD BUSINESS** - For action

7. **NEW BUSINESS** – For action

a. Discussion and possible decision concerning signing the new pre-authorization letter for fiscal year 2024-25

b. Discussion and possible decision concerning Xerox Lease agreement

8. **FINANCE** – For action

a. Approve and sign expenditures dated for August 6, 2024 for FY 2023-2024

b. Approve and sign expenditures dated for August 6, 2024 for FY 2024-2025

9. **GENERAL PUBLIC COMMENT** – (Three-minute time limit per person.) Action will not be taken on the matter considered during periods until specifically included on

an agenda as an action item. Comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, willfully disruptive or deemed personal attacks will not be permitted.

10. SET DATE AND TIME FOR NEXT MEETING

11. ADJOURN

Supporting information for this agenda can be obtained from Andrea Madziarek at the Round Mountain Public Library at 775-377-2215 or andream@svld.net

All agendas are posted at the following locations:

Round Mountain Post Office	Round Mountain Public Library	Manhattan Public Library
83 Hadley Circle	73 Hadley Circle	7 Mineral Street
Round Mountain, NV 89045	Round Mountain, NV 89045	Manhattan, NV 89022

Also, can be found on the Department of Administration website <https://notice.nv.gov>
County – Nye County - Smoky Valley Library Board and on the Smoky Valley Library District website www.svld.net

Any member of the public who is disabled and requires accommodations or assistance at this meeting is requested to notify the Round Mountain Public Library in writing or call (775) 377-2215.

**MINUTES
SMOKY VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Round Mountain Public Library
Round Mountain, Nevada
Tuesday July 2, 2024 – 5:00 PM**

Members present: Sara Keehfuss, Chairperson Gwenn Snow, Vice-Chairperson
Sara Sweeney, Secretary/Clerk Rebecca Lim, Member

Members absent: Jamie Grimes, Treasurer

Also present: Andrea Madziarek, Director, Smoky Valley Library District
Candida Silva, Cataloger/Purchaser, Smoky Valley Library District
Amy Madziarek, Children's Dept. Head, Smoky Valley Library District

These minutes are a draft, subject to revision and/or approval by Board of Trustees at their next regularly scheduled meeting.

ITEM#SUBJECT

1. This meeting was called to order at 5:01 PM by Sara K
2. General Public Comment: Phyllis Cook – asked the board to have her termination papers corrected. She does not like the wording.
3. Approval agenda –Becky made a motion to accept the agenda for July 2, 2024. Sara S. seconded. All voted in favor. Motion passed.
4. Reading, correction, and approval of minutes. Jamie made a motion to accept minutes for May 7 & 21, 2024 and June 4, 2024. Becky seconded. All voted in favor. Motion passed.
5. REPORTS, INFORMATIONAL ITEMS –
 - a. Administrative reports – SVLD Stats –
 1. Board looked over the SVLD Report. – SVLD board looked over reports
 2. Children's Wing report – The board read over the Children's Wing report. The board asked about the Spanish Class, it was discussed using a volunteer to help with this class until Manhattan closes for the winter months.
 - b. SVLD Board Reports – The board, Andrea, Amy, and Candida discussed the financial situation and how it is important for the board members to support the library and staff during these rough times. Andrea said that she wanted to write a letter to the public explaining the library district's financial situation in more detail. The board encouraged more communication with them from Andrea so they can answer the public's concerns more professionally. Amy reminded the board that the first Friends of the Library meeting is scheduled for July 8th @ 4 PM in the Library.
6. OLD BUSINESS– For action
7. NEW BUSINESS– For action
 - a. Audit – Andrea gave the board the copy of the 2022-23 audit report. There will be a copy of this report in the library for patrons to look at if they want to.
 - b. Closures for the 2024-2025 fiscal year – The board looked over the closures for this fiscal year. Sara S. made a motion to accept the closures for the fiscal year 2024-2025. Becky seconded the motion. All voted in favor. Motion passed.
 - c. Election of new officers – Gwenn made a motion that all officers hold their current positions for the next fiscal year. They all excepted. Sara S. seconded the motion. All voted in favor. Motion passed.
 - d. Library policy 2.0 table and chair rentals and forms – the board read the policy made suggestions for changes to form and clarifications on the policy. Sara S. made a motion to accept the table and chair rental policy 2.0 and form with corrections. Becky seconded the motion. All voted in favor. Motion passed.
8. FINANCE – For action
 - a. Expenditures- Becky made a motion to accept expenditure dated June 4 and July 2, 2024. Sara S. seconded the motion. All voted in favor. Motion passed.

b. Cash Flow –

c. Budget information – We did receive money for taxes owed. With those taxes and the money, we raised and that was donated, we will be able to continue programs and other activities. We will still be watching our budget closely and being very frugal.

9. General Public Comment – (second) Becky thanked everyone for all their hard work.

10. Set date and time of next meeting – the next meeting was set for Tuesday August 6, 2024. Round Mountain, Nevada in the Round Mountain Public Library Conference Room at 5:00 PM

11. ADJOURN – Sara S. made a motion to adjourn at 6:29 PM. All in favor.

Date approved

Sara Sweeney - Secretary/Clerk

Smoky Valley Library District

www.svld.net

Round Mountain Public Library
P.O. Box 1428
Round Mountain, Nevada, 89045
(775) 377-2215
Fax (775)-377-2699

Manhattan Public Library
P.O. Box 95
Manhattan, Nevada, 89022
(775) 487-2623

Materials Added:

Jun-24

Category	RMPL	MPL	TOTAL	Total Materials	Circulations
Adults	5	1		12,694	80
Kids	10	0		14,679	302
Entertainment	12	2		18,584	345
eBooks	0	0		2,772	22
eAudio	0	0		2,552	118
Databases				70	652
Computer				15	83
GRAND TOTAL	27	3		51,366	1,602

	RMPL	MPL	TOTAL
Visits	1,315	7	1,322
Wi-Fi	522	27	549
Meeting Room	18		18
Hours Open	190	24	214
Museum Visits		3	3
Patron Cards	5	1	10

Website Visits	4,223
Volunteer Hours	-
Notaries	30
Tutoring	
Proctoring	15
ILL	-
AR Testing / STAR	-
Reference ?	
Material Requests	2
Locker Usage	-
Records Edited	1,220

Revenues:		
Fax	\$	49.00
Fines	\$	5.00
Copies	\$	274.39
Donations	\$	2,709.04
Misc.	\$	109.00
GRAND TOTAL:	\$	3,146.43

Round Mountain Public Library

Children's Wing Report

July 2024

Age Group: (0-5)	Offered:	Attendance:
Classes –	0	0
Storytime –	0	0
Pre-K 3yr old	0	0
Pre-K 4yr old	0	0
Age Group: (6-11)	Offered:	Attendance:
Classes –	0	0
STEM –	0	0
Spanish -	0	0

AR tests:

STAR test:

Tutor:

Volunteer:

Sensory Room Usage - 62

Summer Reading Program - 155

4H Tour – 15

Chalk Art Program – 20

Tabletop: 62

Prints – 48 RMPL:32 Personal: 1 4-H: 2 RMHS: 1 SVYT: 2 RMGC: 1 Town of Tonopah: 9

Hopscotch and Tic-Tac-Toe have been painted outside. One more set to be painted on opposite side of playground.

Storytime and STEM will be resuming on August 14th.

Scholastic books should be arriving soon for September's book fair.

Smoky Valley Library District

www.svld.net

Round Mountain Public Library
P.O. Box 1428
Round Mountain, Nevada, 89045
(775) 377-2215
Fax (775)-377-2699

Manhattan Public Library
P.O. Box 95
Manhattan, Nevada, 89022
(775) 487-2623

Nye County Finance
PO Box 3999
Tonopah, NV 89049-3999

August 6, 2024

Re: Authorization to Pre-Pay SVLD District Bills under Specific Circumstances

To Whom It May Concern:

The Smoky Valley Library District Board of Trustees authorizes Nye County Finance to pay the Smoky Valley Library Districts bills under the following circumstances. These bills will then be formally approved during the next scheduled meeting of the Library Board.

- a. All utility bills, ongoing contracts, and bills that would incur a late fee if not paid before the next scheduled board meeting.
- b. Amazon pay by invoice, due to its 30-day payment stipulation.
- c. All bills in the event that the Library Board is unable to conduct regular business due to a lack of quorum or other circumstances. A notice, explaining why there was no meeting, will be included with the bills for payment.

Respectfully,

Sara Keehfuss, Chairperson

Gwenn Snow, Vice-Chairperson

Jamie Grimes, Treasurer

Rebecca Lim, Member

Sara Sweeney, Secretary/Clerk

Lease Agreement



Customer: ROUND MOUNTAIN PUBLIC LIBRARY

Bill To: ROUND MOUNTAIN
PUBLIC LIBRARY

PO BOX 1428
ROUND MOUNTAIN, NV 89045-1428

Tax ID#: *

State or Local Government Negotiated Contract : 072812700

Install: ROUND MOUNTAIN
PUBLIC LIBRARY

73 HADLEY LN
ROUND MOUNTAIN, NV 89045-9674

Solution

Item	Product Description	Agreement Information	Trade Information	Requested Install Date
1. C8130T2 (XEROX C8130T2)	- 1 Line Fax - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	- Xerox 7830P S/N MX1203974 Trade-In	7/10/2024
2. C8130T2 (XEROX C8130T2)	- Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	- Xerox 7830P S/N MX1203981 Trade-In	7/10/2024

Monthly Pricing

Item	Lease Minimum Payment	Meter	Print Charges Volume Based	Per Print Rate	Maintenance Plan Features
1. C8130T2	\$87.03	1: Black and White Impressions	All Prints	\$0.0066	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0450	

Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 3 pages including this face page.

Signer: Andrea Madziarek

Phone: (775)377-2215

Signature: 

Date: 7-30-24

Thank You for your business!
This Agreement is proudly presented by Xerox and

Reece Keener
(775)777-3333

For information on your Xerox Account, go to
www.xerox.com/AccountManagement

Lease Agreement



Monthly Pricing (Cont'd)

Item	Lease Minimum Payment	Print Charges			Maintenance Plan Features
		Meter	Volume Band	Per Print Rate	
2. C8130T2	\$78.70	1: Black and White Impressions	All Prints	\$0.0066	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0450	
Total	\$165.73	Minimum Payments (Excluding Applicable Taxes)			

Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

GOVERNMENT TERMS:

2. REPRESENTATIONS & WARRANTIES. This provision is applicable to governmental entities only. You represent and warrant, as of the date of this Agreement, that: (1) you are a State or a fully constituted political subdivision or agency of the State in which you are located and are authorized to enter into, and carry out, your obligations under this Agreement and any other documents required to be delivered in connection with this Agreement (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by you in accordance with all applicable laws, rules, ordinances and regulations (including all applicable laws governing open meetings, public bidding and appropriations required in connection with this Agreement and the acquisition of the Products) and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of your governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Products are essential to the immediate performance of a governmental or proprietary function by you within the scope of your authority and will be used during the Term only by you and only to perform such function; and (5) your payment obligations under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of your tax or general revenues, and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement.

3. FUNDING. This provision is applicable to governmental entities only. You represent and warrant that all payments due and to become due during your current fiscal year are within the fiscal budget of such year and are included within an unrestricted and unencumbered appropriation currently available for the purchase/maintenance of the Products, and it is your intent to use the Products for the entire term and to make all payments required under this Agreement. If (1) through no action initiated by you, your legislative body does not appropriate funds for the continuation of this Agreement for any fiscal year after the first fiscal year and has no funds to do so from other sources, and (2) you have made a reasonable but unsuccessful effort to find a creditworthy assignee acceptable to Xerox in its sole discretion within your general organization who can continue this Agreement, this Agreement may be terminated. To effect this termination, you must, at least 30 days prior to the beginning of the fiscal year for which your legislative body does not appropriate funds, notify Xerox in writing that your legislative body failed to appropriate funds and that you have made the required effort to find an assignee. Your notice must be accompanied by payment of all sums then owed through the current year under this Agreement. You will return the Equipment, at your expense, to a location designated by Xerox and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. You will then be released from any further payment obligations beyond those payments due for the current fiscal year (with Xerox retaining all sums paid to date).

SOLUTION/SERVICES:

4. OVERSIZE PRINTS. Each print made on the following Equipment: C8130T2, that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches), but less than or equal to 491 mm in length, will register as two (2) prints on the applicable (B&W/color) meter, and, for that Equipment with extra-long print capability, for any impressions greater than 491 mm will register up to four (4) prints on the applicable (B&W/color) meter.

PRICING PLAN/OFFERING SELECTED:

5. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

GENERAL TERMS & CONDITIONS:

6. REMOTE SERVICES. Certain models of Equipment are supported and serviced using product information that is automatically collected by Xerox or transmitted to or from Xerox by the Equipment connected to your network ("Remote Product Info") via electronic transmission to a secure off-site location ("Remote Transmission"). Remote Transmission also enables Xerox to transmit Releases of Software to you and to remotely diagnose and modify Equipment to repair and correct malfunctions. Examples of Remote Product Info include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code information. Remote Product Info may be used by Xerox for billing, report generation, supplies replenishment, support services, recommending additional products and services, and product improvement/development purposes. Remote Product Info will be transmitted to and from you in a secure manner mutually agreeable to the parties. Remote Transmission will not allow Xerox to read, view or download the content of any of your documents or other information residing on or passing through the Equipment or your information management systems. You grant the right to Xerox, without charge, to conduct Remote Transmission for the purposes described above. Upon Xerox's request, you will (a) provide contact information for Equipment such as name and address of your contact and IP and physical addresses/locations of Equipment and (b) ensure that any Maintenance Release or Update released by Xerox to provide security patches, releases and/or certificates for the Remote Transmission and/or Software is promptly enabled by Customer upon notification by Xerox or by the Equipment or when otherwise made available on xerox.com. You will enable Remote Transmission via a method mutually agreeable to both parties, and you will provide reasonable assistance to allow Xerox to provide Remote Transmission. Unless Xerox deems Equipment incapable of Remote Transmission, you will ensure that Remote Transmission is maintained at all times Maintenance Services are being performed. If you are unable to maintain Remote Transmission, or if Xerox disables Remote Transmission from any Equipment at your request, or if you disable Remote Transmission from any Equipment, Xerox reserves the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order to (x) obtain such information, (y) provide such transmissions, and (z) provide such Maintenance Services and Consumable Supplies that otherwise would have been provided remotely and/or proactively.

SMOKY VALLEY LIBRARY DISTRICT
PO Box 1428
Round Mountain, NV 89045
Expenditures Listing
7/31/2024

Vendor	Invoice Date	Invoice #	Total Amount	Description	Pre-approved
Amazon Capital Services	7/10/2024	14Y4-WCDY-3K4L	\$ 10.78	Building Maint	Yes
Amazon Capital Services	7/8/2024	19LM-TCMR-LM96	\$ 92.81	Office	Yes
Amazon Capital Services	7/3/2024	14VR-K169-1XLX	\$ 31.37	Building Maint	Yes
Amazon Capital Services	7/3/2024	11R4-JQTY-N3DC	\$ 779.42	Office	Yes
Amazon Capital Services	7/2/2024	1CK7-MPCF-JFQ6	\$ 61.63	Building Maint	Yes
Amazon Capital Services	7/2/2024	1DHI-CRJW-K4HW	\$ 34.98	Building Maint	Yes
Amazon Capital Services	7/25/2024	1FGK-KQ7X-33KC	\$ 374.45	Office	Yes
Amazon Capital Services	7/25/2024	1VWH-6YND-3J1N	\$ 45.00	Operating	Yes
Amazon Capital Services	7/2/2024	1CK7-MPCF-JFQ6	\$ 61.83	Building Maint	Yes
Amazon Capital Services	7/2/2024	1QGQ-QL7N-C4DQ	\$ 46.96	Operating	Yes
Amazon Capital Services	7/11/2024	1M7H-7MMJ-CPFC	\$ 26.99	Building Maint	Yes
Amazon Capital Services	7/21/2024	1NNL-RMKQ-PJXY	\$ 48.98	Operating	Yes
Amazon Capital Services	7/20/2024	1GVR-11HC-NIJW	\$ 7.99	Building Maint	Yes
Amazon Capital Services	7/17/2024	13C3-73XG-KKYD	\$ 2.53	Building Maint	Yes
Amazon Capital Services	7/16/2024	1HI3-YYCN-GCGR	\$ 22.95	Operating	Yes
Amazon Capital Services	7/16/2024	1N4W-1WM3-76V3	\$ 62.60	Operating	Yes
Amazon Capital Services	7/24/2024	1PJK-PWFD-99MW	\$ 468.27	Building Maint	Yes
Amazon Capital Services	7/24/2024	1JKC-JT14-IDDM	\$ 119.99	Building Maint	Yes
Amazon Capital Services	7/24/2024	1TG9-NMRK-3H3R	\$ 66.15	Operating	Yes
Amazon Capital Services	7/31/2024	1VYV-313H-9MLP	\$ 14.79	Building Maint	Yes
AT&T	7/22/2024	77537722155537	\$ 131.07	Communication	Yes
Baker & Taylor	7/8/2024	2038407920	\$ 30.29	Operating	Yes
Baker & Taylor	7/17/2024	2038425828	\$ 53.04	Operating	Yes
Ebsco	7/11/2024	1000233914-1	\$ 1,720.00	Operating	Yes
Ebsco	7/11/2024	1000233913-1	\$ 5,581.00	Operating	Yes
HughesNet	7/10/2024	81-422752742	\$ 260.88	Communications	Yes
NV Enegy MPL	7/3/2024	379561	\$ 457.35	Utilities	Yes
Renaissance	7/19/2024	INV5334445	\$ 2,084.00	Operating	Yes
Xerox	7/13/2024	21734899	\$ 20.12	Operating	Yes
Xerox	7/13/2024	21734900	\$ 17.52	Operating	Yes
Grand Total			\$ 12,735.74		

Sara Keehfuss, Chairperson

Jamie Grimes, Treasurer

Gwenn Snow, Vice-Chairperson

Becky Lim, Member

Sara Sweeney, Secretary/Clerk

SMOKY VALLEY LIBRARY DISTRICT
PO Box 1428
Round Mountain, NV 89045
Expenditures Listing
7/31/2024

Vendor	Invoice Date	Invoice #	Total Amount	Description	Pre-approved
NV Energy	6/10/2024	378178	\$ 500.97	Utilities	Yes
Public Agency Compensation Trust	6/30/2024	63024-87	\$ 854.25	Operating	Yes
		Grand Total	\$ 1,355.22		

Sara Keehfuss, Chairperson

Jamie Grimes, Treasurer

Gwenn Snow, Vice-Chairperson

Becky Lim, Member

Sara Sweeney, Secretary/Clerk