

November 22, 2016 Library Board Meeting

Enclosed:

- ❖ Agenda
- ❖ Draft Minutes of Tuesday, October 25, 2016, regular meeting – agenda item #3
- ❖ Public Postings for Library Board
- ❖ Consent Calendar; agenda item #4
 - Gift Fund Claims October/November 2016
 - Gift Fund Expenditures Report FY1617, dated 11/18/16
- ❖ Budget Summary/Budget Performance, 10/31/16; agenda item #5
- ❖ Long Range Plan, 2017 Goal #1 and Goal #2 draft objectives; agenda item #9
- ❖ Director's Monthly Report; agenda item #10
- ❖ Draft schedule of Board of Trustees meetings for 2017; agenda item #11
- ❖ Director's Annual Performance Evaluation-supplemental doc for agenda item #12
(*Evaluation packets already mailed.*)
- ❖ Library operations/informational items:
 - Press Releases
 - Misc (PublicFAX24)
 - Media/newspaper articles

Minden Branch:
1625 Library Lane
Minden, NV 89423
P: 775.782.9841
F: 775.782.5754



Lake Tahoe Branch:
233 Warrior Way
Zephyr Cove, NV 89448
P: 775.588.6411
F: 775.588.6464

P.O. Box 337 • Minden, NV 89423

douglas.lib.nv.us

November 8, 2016

The Douglas County Public Library Board of Trustees will meet at 10:00 a.m. on **Tuesday, November 22, 2016** in the Pine Nut Room of the Minden Library, 1625 Library Lane, Minden, NV. Below is an agenda of all items scheduled to be considered. All items **For Possible Action** will include a public comment period.

AGENDA

1. Public comments and discussion.

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees or those agenda items where public comment will not be taken as a public hearing is not legally required.

No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. If you wish to comment on a specific agenda item scheduled for action, please do so when that item is opened for public comment.

2. **For possible action.** Approval of proposed agenda. The Library Board of Trustees reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

3. **For possible action.** Approval of the minutes of the October 25, 2016 regular meeting.

4. Consent Calendar.

Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Trustee wishing to have an item or items further discussed. When items are pulled for discussion, they will be automatically placed as the next item for discussion or may be continued until another meeting. Motion to approve the Consent Calendar, item 4a.

- a. **For possible action.** Approval of Gift Fund claims
 - i. October/November 2016

5. Review of Budget Performance Report summary and Gift Fund summary.

- a. 10/31/2016 [Discussion]

6. List of evaluations completed.

- a. Davis
- b. Gruver
- c. Long
- d. Pearson
- e. Wood

7. For possible action. Discussion and possible action to approve closure of Lake Tahoe Library on Saturday, December 24, 2016. Government Holiday closure this year is for Monday, December 26.
8. Update on professional Library Conferences. [Discussion]
 - a. Nevada Library Association Conference October 17-19
 - b. Mountain Plains Library Association Conference October 20-22
9. For possible action. Update to 2011-2020 Long Range Plan.
 - a. Proposed Goal 1 and Goal 2 objectives for 2017. [Discussion]
 - b. Amend/edit objectives.
 - c. Adopt 2017 objectives
10. Monthly Report. [Discussion]
 - a. Friends / Foundation
 - i. Friends Monthly Board Meeting – December 12, 2016
 - ii. Foundation Board Annual Meeting – February 15, 2017
 - b. Completed Library Programs
 - c. Current / Planned Library Programs
 - d. Usage statistics
11. For possible action. Discussion and possible action to adopt schedule of meeting dates, times and locations for 2017.
 - a. Draft of meeting dates, times: 4th Tuesday of month, Thursday in September
12. For possible action. Discussion and possible action to conduct the annual performance evaluation of Library Director Amy Dodson. The evaluation shall be based on the Director's performance and achievements.
 - a. A packet of information and the evaluation form was mailed to each Trustee, which can be used for discussion.
 - b. Conduct and finalize performance evaluation.
13. Public comments and discussion.
 At this time, public comment will be taken on those items that are within the jurisdiction and control of the Library Board of Trustees or those agenda items where public comment will not be taken as a public hearing is not legally required.

No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

14. For possible action. Adjournment.

According to the provisions of NRS 241, this notice and agenda has been posted on or before 10:00 am on the third working day before the meeting at the following locations:

Douglas County Libraries, Minden and Lake Tahoe
 Douglas County Courthouse
 Minden Post Office
 Zephyr Cove Post Office
<http://douglas.lib.nv.us>
<https://notice.nv.gov>

Supporting material for the meeting is available at the Minden Library, 1625 Library Lane, Minden, NV. A request for copies of the supporting materials may be directed to:

Kathy Munson, Administrative Services Manager
Douglas County Public Library
1625 Library Lane, Minden, NV 89423
775-782-9841
kmunson@douglas.lib.nv.us

Reasonable efforts will be made to assist and accommodate handicapped persons desiring to attend the meeting. Please contact Amy Dodson at 782-9841 before November 22, 2016 for arrangements.

UNAPPROVED
LIBRARY BOARD MINUTES
October 25, 2016

ATTENDEES

Library Board Members: Charles Wolle, Chairperson, Melanie Boudreau, Vice Chairperson, and Barb Wilson. Deborah Blackman and Bonnie Rogers were absent.

County and Library Staff: Linda Wilson and Kathy Munson. Amy Dodson was absent. Kathy Munson took the minutes.

THE MEETING CONVENED AT 10:00 A.M.

1. PUBLIC COMMENTS AND DISCUSSION [Discussion]

Charles Wolle, Chairperson, asked for public comment. There was no public comment. Public comment was closed.

2. APPROVAL OF THE PROPOSED AGENDA [Action]

Linda Wilson indicated that Item 7 on the agenda inadvertently excluded the Lake Tahoe Branch Library regarding closure on December 24, 2016. Linda recommended that the Board discuss and vote on this item as noticed, the Minden Library only, and table discussion and action regarding the Lake Tahoe branch. The Board mutually agreed to leave Item 7 as is.

Barb Wilson made a motion to approve the agenda as presented. Melanie Boudreau made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

3. APPROVAL OF THE MINUTES OF THE SEPTEMBER 27, 2016, REGULAR MEETING [Action]

Melanie Boudreau made a motion to approve the minutes as presented. Barb Wilson made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

4. CONSENT CALENDAR [Action]

Items on the Consent Calendar are as follows:

a. Gift fund claims September / October 2016

Petty Cash/AD	Staff Meeting refreshments	01201	\$ 15.00
Petty Cash/AD	Employee Recognition event	01201	\$ 13.28
Ad Plus	Staff & Board library shirts	01242	\$1,101.82
Baker & Taylor	Library Materials	01251	\$ 27.27

*Funding by Friends of the Library

Barb Wilson made a motion to approve all items on the Consent Calendar. Melanie Boudreau made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

5. REVIEW OF BUDGET PERFORMANCE REPORT SUMMARY AND GIFT FUND SUMMARY [Discussion]

a. 9/30/16

Kathy Munson gave a brief summary of the budget.

We're at 22% overall budget used to date, which is under the 24.9% average for this time in the fiscal year. It breaks out to 23% used in Salaries & Wages, 21% used in Benefits, and 18% used in Services & Supplies.

Gift Fund Summary – 9/30/16

Revenue YTD	\$ 8,185.76
Expenditures YTD	(\$18,032.64)
Fund Balance YTD	\$ 9,846.88

6. DISCUSSION AND POSSIBLE ACTION TO INCREASE AMOUNT OF GIFT FUND APPROVAL THRESHOLD FOR DIRECTOR AMY DODSON TO \$3000 [Action]

Kathy Munson gave a brief summary of operational items that might be included in Director Amy Dodson's increased purchasing limit. They could include, but not be limited to, library materials, program underwriting, and computer equipment. Kathy explained that increasing the purchasing limit from the Gift Fund account would give the Director more flexibility to conduct operations in a timely manner.

Melanie Boudreau made a motion to approve increase Director Amy Dodson's purchase limit to \$3,000. Barb Wilson made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

7. DISCUSSION AND POSSIBLE ACTION TO APPROVE CLOSURE OF MINDEN LIBRARY ON SATURDAY, DECEMBER 24, 2016. GOVERNMENT HOLIDAY CLOSURE THIS YEAR IS FOR MONDAY, DECEMBER 26, 2016. [Action]

Linda Wilson explained that the county holiday this year falls on Monday, December 26. Most county offices are closed on Saturday and Sunday unlike our library which is open on Saturday. Linda advised the Board that historically, the library has very few patrons on December 24th due to the Christmas Eve holiday. Charles Wolle asked if it was known how many patrons only come to the library on Saturday. Linda stated it wasn't known. She added that it is the norm to close at other libraries on Christmas Eve. Charles felt it made sense for both staff and patrons to close on this particular Saturday.

Barb Wilson made a motion to approve closure of the Minden Library on Saturday, December 24th and include for consideration closing the Lake Tahoe Branch Library at the November 22, 2016 Board of Trustees meeting. Melanie Boudreau made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

8. UPDATE ON PROFESSIONAL LIBRARY CONFERENCES [Discussion]

- a. Nevada Library Association conference October 17-19
- b. Mountain Plains Library Association conference October 20-22

Charles Wolle suggested tabling this discussion until the next Board meeting due to Amy Dodson's absence. The Board members in attendance agreed and the matter was tabled.

9. REVIEW OF EXPIRING BOARD TERMS [Discussion]

- a. Barb Wilson – expiring 12/31/16; 8 years.
- b. Possible applicants for position.

The Board inquired about how to enlist applicants for the open position on the Board. Linda Wilson stated that the Board is encouraged to ask individuals whom they think would be good candidates, as well as those who use the library regularly. Linda also suggested including individuals that live in different areas of the county. Douglas County will put an ad in the newspaper announcing available open board appointments. Charles Wolle asked if there was further discussion. There was no additional discussion and the matter was closed.

10. UPDATE TO 2011-2020 LONG RANGE PLAN [Action]

- a. Discussion of possible Goal 1 and Goal 2 objectives for 2017.
- b. Review/amend the proposed 2017 objectives.
- c. New 2017 objectives must be adopted by November 22 meeting.

Due to Amy Dodson's absence, Charles Wolle recommended tabling this until the November Board meeting. Barb Wilson moved to table update to the 2011-2020 Long Range Plan until the November 22, 2016 Board meeting. Melanie Boudreau made a second. Charles Wolle asked for public comment. There being no public comment, public comment was closed and the motion passed unanimously.

11. ANNUAL PERFORMANCE EVALUATION OF LIBRARY DIRECTOR [Discussion]

- a. A packet of information has been distributed to each Trustee and presented for discussion.
- b. Performance evaluation will be conducted at the November 22 regular meeting.

Melanie Boudreau suggested tabling this discussion until the November 22 meeting. The Board members in attendance agreed and the matter was tabled.

12. MONTHLY REPORT [Discussion]

The monthly report is attached to and made a part of these minutes.

13. PUBLIC COMMENTS AND DISCUSSION

Charles Wolle asked for public comment. There being no public comment or discussion, public comment was closed.

14. ADJOURNMENT

There was no further action or discussion. The meeting adjourned at 10:35 a.m.

km

Director's Monthly Report
October 2016



1. New staff. The library's new Youth Services Librarian, Kira Frederick, and new Library Supervisor for the Lake Tahoe branch, Julia Brown, joined the team on October 4. Training and orientation has gone very smoothly. We have also hired a new Library Technician, Elizabeth Wengrin-Rohrbaugh. Elizabeth is a Garnerville native, and is currently working on her MLS. She will be starting at the beginning of November, and she will be a wonderful addition to the team.
2. Library lobby. The book sale and lobby area of the Minden library is going to have a fresh look in the very near future. The library is partnering with a local Eagle Scout/Boy Scout troop, and thanks go to the Malkmus Foundation for financial support. The scouts will be building all new book shelves for the book sale area, and will be earning a badge for their efforts. Library Technician Heather Freuh will be redesigning the space and working with the scouts.
3. Douglas County. The County is working on a new payroll and timekeeping system for all employees. Staff and supervisors will be trained in early December. The new system will be online and will eliminate paper timesheets. The goal is to drastically improve efficiency. (For a little perspective, all employees used carbon paper timesheets less than two years ago!)
4. Professional Development. Librarian Luise Davis and I attended the annual Nevada Library Association conference in Las Vegas, October 18-19. This was a very inspiring and intense conference, and I felt that it was very worthwhile. I will also be attending future NLA meetings as I am now on the Executive Board.

The MPLA conference was October 20-22 in Loveland, CO in conjunction with the Colorado Association of Libraries. I attended this with a librarian from Washoe County. This afforded me the opportunity to learn more about MPLA, work with officers in the organization, network with other professionals, and promote the next conference. This annual conference is hosted by the membership states, on a rotation basis. The 2017 conference is being hosted by Nevada, specifically Douglas County, October 16-18, 2017 at the Hard Rock Hotel & Casino in Stateline.

DOUGLAS COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

A quorum or greater number of Library Board Trustees may be gathering at any or all of the following organizations' meetings during the months of December 2016 / January 2017. At these meetings, the Library Board of Trustees is in attendance to observe the proceedings of the organization and to participate in discussions to the extent allowed by the organization.

These organizations may not have posted a formal agenda for their meetings. The Library Board of Trustees present at the meeting will take no action relevant to the Douglas County Public Library.

Friends of the Library	12/12/16	5:30 PM	Minden Library
Second Wednesday Book Group	12/14/16	5:00 PM	Minden Library
Staff Holiday Potluck	12/20/16	11:00 AM	Minden Library
Friends of the Library	1/9/17	4:00 PM	Minden Library
Friends Annual Reception	1/28/17	11:00 AM-1:00 PM	Minden Library

This notice was posted at the following locations prior to meeting days:

Douglas County Libraries - Minden and Zephyr Cove
Douglas County Courthouse
Minden Post Office
Zephyr Cove Post Office

Gift Fund Claims (Consent Calendar)
October / November 2016

*Recorded Books	Library Materials eAudio Subscription	01276	\$4,000.00
*DoCo Procurement	Halloween Party & New librarians' reception	01278	\$ 289.86

*Funding/partial funding by Friends of the Library

Douglas County Public Library

Budget Summary
Fiscal Year 2016-2017

Month End 10/31/2016

% of Fiscal Year
33.2%

EXPENDITURE ACCOUNTS

Salaries & Wages				
Budgeted	Augments	Current month	Year-to-date	% Used
\$792,494		\$31,894	\$218,039	28%

Benefits				
Budgeted	Augments	Current month	Year-to-date	% Used
\$388,232		\$18,089	\$97,879	25%

Services & Supplies					
Budgeted	Amend-ments	Current	Encumber	Year-to-date	% Used
\$339,243		\$57,960	\$0	\$119,600	35%

Some individual lines are paid only once per year, in July and will therefore show a higher than expected percentage of disbursements in the early months of a fiscal year.

Capital Outlay **

Budgeted	Amend-ments	Current	Encumber	Year-to-date	Amended Less YTD	% Used
\$0		\$0	\$0	\$0	\$0	0%

Capital Projects **

Budgeted	Amended Budget	Current	Encumber	Year-to-date	Budget less YTD	% Used
\$0		\$0	\$0	\$0	\$0	0%

*** This is a pass-through account. During the year money will be transferred from Services & Supplies lines or money will be augmented by grant payments. Any single item costing \$5000 or more will pass through this account. As augmentations are done only twice per fiscal year, this account will often show a negative balance.*



Library Expense Budget Performance Report

Fiscal Year to Date 10/31/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 234 - Room Tax										
Department 804 - Library										
EXPENSE										
<i>Salaries & Wages</i>										
510.000	Salaries & Wages	792,494.00	.00	792,494.00	30,315.45	.00	192,449.70	600,044.30	24	190,816.65
510.125	Salaries-Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.170	Overtime	.00	.00	.00	.00	.00	.00	.00	+++	37.40
511.171	Holidays	.00	.00	.00	.00	.00	4,879.77	(4,879.77)	+++	3,369.50
511.172	Comp Paid	.00	.00	.00	(1.66)	.00	857.26	(857.26)	+++	1,038.40
511.173	Vacation	.00	.00	.00	1,746.21	.00	12,561.73	(12,561.73)	+++	16,645.97
511.174	Sick	.00	.00	.00	(166.06)	.00	7,290.19	(7,290.19)	+++	4,654.74
516.120	Contract Salaries	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Salaries & Wages Totals</i>		\$792,494.00	\$0.00	\$792,494.00	\$31,893.94	\$0.00	\$218,038.65	\$574,455.35	28%	\$216,562.66
<i>Employee Benefits</i>										
511.180	Benefits	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.181	Retirement	215,210.00	.00	215,210.00	8,660.51	.00	56,929.64	158,280.36	26	58,179.33
511.182	Pact Workers Comp	29,163.00	.00	29,163.00	(490.37)	.00	2,303.29	26,859.71	8	6,516.21
511.183	Group Insurance	121,264.00	.00	121,264.00	7,731.96	.00	32,215.32	89,048.68	27	36,630.13
511.184	Unemployment	3,963.00	.00	3,963.00	160.33	.00	1,055.41	2,907.59	27	1,064.86
511.186	Medicare	11,491.00	.00	11,491.00	456.22	.00	3,126.15	8,364.85	27	3,097.76
511.188	Co. Dependent Insurance	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.190	Pact Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.191	Pact Fire/Law Heart/Lung	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.195	Oasdi	1,465.00	.00	1,465.00	22.68	.00	185.50	1,279.50	13	138.73
511.201	PEBS- Ret.Medical	5,676.00	.00	5,676.00	1,548.00	.00	2,064.00	3,612.00	36	1,892.00
<i>Employee Benefits Totals</i>		\$388,232.00	\$0.00	\$388,232.00	\$18,089.33	\$0.00	\$97,879.31	\$290,352.69	25%	\$107,519.02
<i>Services & Supplies</i>										
520.029	Program Underwriting	4,000.00	.00	4,000.00	143.85	.00	1,941.28	2,058.72	49	3,265.31
520.045	Computer System	55,000.00	.00	55,000.00	24,719.57	.00	26,300.27	28,699.73	48	2,169.60
520.055	Telephone Expense	4,500.00	.00	4,500.00	465.48	.00	1,369.17	3,130.83	30	1,303.48
520.060	Postage/Po Box Rent	3,200.00	.00	3,200.00	265.99	.00	1,237.97	1,962.03	39	730.39
520.064	Travel	6,000.00	.00	6,000.00	1,518.54	.00	2,601.70	3,398.30	43	3,940.36



Library Expense Budget Performance Report

Fiscal Year to Date 10/31/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
520.072	Advertising	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
520.078	Printing & Binding	100.00	.00	100.00	.00	.00	.00	100.00	0	50.00
520.085	Communications	500.00	.00	500.00	1,614.00	.00	1,614.00	(1,114.00)	323	1,445.75
520.088	Utilities	35,000.00	.00	35,000.00	2,239.41	.00	6,702.81	28,297.19	19	7,577.91
520.097	Maint B&G	2,000.00	.00	2,000.00	.00	.00	886.71	1,113.29	44	815.55
520.098	Janitorial Services	20,000.00	.00	20,000.00	.00	.00	3,318.40	16,681.60	17	.00
520.107	Maint Equip	9,000.00	.00	9,000.00	60.00	.00	423.00	8,577.00	5	10,614.95
520.110	Veh. Maint-Shop Parts	.00	.00	.00	.00	.00	.00	.00	+++	.00
520.114	Motor Pool Expense	5,650.00	.00	5,650.00	470.83	.00	1,883.32	3,766.68	33	1,381.26
520.136	Rents & Leases Equipment	6,000.00	.00	6,000.00	427.35	.00	1,208.57	4,791.43	20	1,195.81
520.156	Risk Mgmt-Co. Insurance	32,794.00	.00	32,794.00	.00	.00	8,198.50	24,595.50	25	8,466.00
520.169	EMRB Assessment	.00	.00	.00	.00	.00	101.25	(101.25)	+++	.00
520.170	Memberships	400.00	.00	400.00	.00	.00	50.00	350.00	12	100.00
520.200	Training & Education	1,500.00	.00	1,500.00	367.00	.00	367.00	1,133.00	24	374.00
520.240	Data Lines	7,000.00	.00	7,000.00	793.04	.00	3,127.54	3,872.46	45	2,997.80
521.100	Professional Services	100.00	.00	100.00	365.00	.00	365.00	(265.00)	365	4,164.64
521.134	Cataloging	23,000.00	.00	23,000.00	2,294.86	.00	5,029.78	17,970.22	22	6,710.33
521.500	Admin & Overhead	.00	.00	.00	.00	.00	.00	.00	+++	.00
530.001	Circulation Supplies	1,000.00	.00	1,000.00	.00	.00	124.45	875.55	12	3,124.55
532.003	Gas & Oil	.00	.00	.00	.00	.00	.00	.00	+++	.00
532.054	Library Materials	105,299.00	.00	105,299.00	20,397.82	.00	50,002.18	55,296.82	47	68,046.83
532.057	Processing Materials	4,000.00	.00	4,000.00	1,172.68	.00	1,609.40	2,390.60	40	1,489.04
532.065	Institutional Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
533.800	Office Supplies	4,000.00	.00	4,000.00	140.00	.00	387.11	3,612.89	10	944.00
533.801	Paper Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
533.802	Small Equipment	1,500.00	.00	1,500.00	.00	.00	6.95	1,493.05	0	7,507.85
533.813	Office Products Program	4,000.00	.00	4,000.00	504.96	.00	743.78	3,256.22	19	1,321.72
533.817	Small Projects	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
540.010	Grants-Services & Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
540.012	Statewide Collection Gran	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Services & Supplies Totals</i>		\$339,243.00	\$0.00	\$339,243.00	\$57,960.38	\$0.00	\$119,600.14	\$219,642.86	35%	\$139,737.13



Library Expense Budget Performance Report

Fiscal Year to Date 10/31/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
<i>Capital Outlay/Projects</i>										
560.010	Capital Outlay- Grants	.00	.00	.00	.00	.00	.00	.00	+++	.00
562.000	Capital Projects	.00	.00	.00	.00	.00	.00	.00	+++	.00
562.200	Buildings	.00	.00	.00	.00	.00	.00	.00	+++	.00
562.500	Infrastructure	.00	.00	.00	.00	.00	.00	.00	+++	.00
563.300	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	.00
564.500	Machinery & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Capital Outlay/Projects Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE TOTALS		\$1,519,969.00	\$0.00	\$1,519,969.00	\$107,943.65	\$0.00	\$435,518.10	\$1,084,450.90	29%	\$463,818.81
Department 804 - Library Totals		(\$1,519,969.00)	\$0.00	(\$1,519,969.00)	(\$107,943.65)	\$0.00	(\$435,518.10)	(\$1,084,450.90)	29%	(\$463,818.81)
Fund 234 - Room Tax Totals		\$1,519,969.00	\$0.00	\$1,519,969.00	\$107,943.65	\$0.00	\$435,518.10	\$1,084,450.90		\$463,818.81
Grand Totals		\$1,519,969.00	\$0.00	\$1,519,969.00	\$107,943.65	\$0.00	\$435,518.10	\$1,084,450.90		\$463,818.81



Gift Fund Budget Performance Report

Fiscal Year to Date 10/31/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 235	Library Gift Fund									
Department 800	Library Gift Fund									
	EXPENSE									
	Services & Supplies									
520.029	Program Underwriting	.00	.00	.00	.00	.00	.00	.00	+++	19.42
532.061	Library Gift Fund	.00	.00	.00	1,157.47	.00	19,190.11	(19,190.11)	+++	14,599.16
	<i>Services & Supplies Totals</i>	\$0.00	\$0.00	\$0.00	\$1,157.47	\$0.00	\$19,190.11	(\$19,190.11)	+++	\$14,618.58
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$1,157.47	\$0.00	\$19,190.11	(\$19,190.11)	+++	\$14,618.58
Department 800	Library Gift Fund Totals	\$0.00	\$0.00	\$0.00	(\$1,157.47)	\$0.00	(\$19,190.11)	\$19,190.11	+++	(\$14,618.58)
Fund 235	Library Gift Fund Totals	\$0.00	\$0.00	\$0.00	\$1,157.47	\$0.00	\$19,190.11	(\$19,190.11)	+++	\$14,618.58
	Grand Totals	\$0.00	\$0.00	\$0.00	\$1,157.47	\$0.00	\$19,190.11	(\$19,190.11)		\$14,618.58



Gift Fund Trial Balance Listing through 10/31/16

Detail Listing
Exclude Rollup Account

Account	Account Description	Balance Forward	YTD Debits	YTD Credits	Ending Balance	Prior Year YTD Balance
Fund 235 - Library Gift Fund						
<i>Current Assets</i>						
101.000	Cash	68,293.04	12,136.23	3,695.83	76,733.44	47,320.17
101.090	Investment-FMV Adjust	150.40	.00	.00	150.40	(29.92)
104.000	Cash on Hand-Deposits in Transit	48.10	.00	48.10	.00	.00
112.000	Revenue Receivable	.00	48.10	48.10	.00	.00
121.100	Interest Receivable	83.46	.00	13.88	69.58	69.58
155.000	Prepaid Expense	15,753.00	.00	15,753.00	.00	.00
	<i>Current Assets Totals</i>	\$84,328.00	\$12,184.33	\$19,558.91	\$76,953.42	\$47,359.83
<i>Current Liabilities</i>						
202.000	Accounts Payable	(258.72)	3,695.83	3,437.11	.00	.00
	<i>Current Liabilities Totals</i>	(\$258.72)	\$3,695.83	\$3,437.11	\$0.00	\$0.00
<i>Fund Balance</i>						
253.000	Fund Balance	(37,280.90)	.00	.00	(37,280.90)	(37,280.90)
	<i>Fund Balance Totals</i>	(\$37,280.90)	\$0.00	\$0.00	(\$37,280.90)	(\$37,280.90)



Gift Fund Income Statement Through 10/31/16

Detail Listing
Exclude Rollup Account

Account	Account Description	YTD Budget Amount	YTD Actual Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year YTD Total
Fund Category Governmental Funds								
Fund Type Governmental-Spec Revenue								
Fund 235 - Library Gift Fund								
REVENUE								
Department 000 - Revenue								
Interest Revenue								
361.211	Invest. Earnings-LGIP	.00	.00	.00	.00	.00	+++	5.79
<i>Miscellaneous Revenue</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5.79
367.102	Donations	.00	3,888.49	3,888.49	12,074.25	(12,074.25)	+++	12,365.20
<i>Miscellaneous Revenue Totals</i>		\$0.00	\$3,888.49	\$3,888.49	\$12,074.25	(\$12,074.25)	+++	\$12,365.20
Department 000 - Revenue Totals								
REVENUE TOTALS		\$0.00	\$3,888.49	\$3,888.49	\$12,074.25	(\$12,074.25)	+++	\$12,370.99
EXPENSE								
Department 800 - Library Gift Fund								
<i>Services & Supplies</i>								
520.029	Program Underwriting	.00	.00	.00	.00	.00	+++	19.42
532.061	Library Gift Fund	.00	1,157.47	1,157.47	19,190.11	(19,190.11)	+++	2,272.64
<i>Services & Supplies Totals</i>		\$0.00	\$1,157.47	\$1,157.47	\$19,190.11	(\$19,190.11)	+++	\$2,292.06
Department 800 - Library Gift Fund Totals								
EXPENSE TOTALS		\$0.00	\$1,157.47	\$1,157.47	\$19,190.11	(\$19,190.11)	+++	\$2,292.06
Fund 235 - Library Gift Fund Totals								
REVENUE TOTALS		.00	3,888.49	3,888.49	12,074.25	(12,074.25)	+++	12,370.99
EXPENSE TOTALS		.00	1,157.47	1,157.47	19,190.11	(19,190.11)	+++	2,292.06
Grand Totals		\$0.00	\$2,731.02	\$2,731.02	(\$7,115.86)	(\$7,115.86)	+++	\$10,078.93
Fund 235 - Library Gift Fund Net Gain (Loss)								
Grand Totals		.00	3,888.49	3,888.49	12,074.25	(12,074.25)	+++	12,370.99
EXPENSE TOTALS		.00	1,157.47	1,157.47	19,190.11	(19,190.11)	+++	2,292.06
Grand Total Net Gain (Loss)		\$0.00	\$2,731.02	\$2,731.02	(\$7,115.86)	(\$7,115.86)	+++	\$10,078.93

Goal # 1 (2017 objectives)

Douglas County residents and visitors will access the digital world using high-speed connectivity, emerging technologies and guidance from specialists in information, media and technology.

Objective #1 – Research and evaluate RFID technology for library collections across all locations

- A. Finish RFID system installation, while simultaneously converting to new classification system
- B. Introduce RFID and new self-check system to public by December 31, 2017

Objective #2 – Increase technology available to patrons with circulating technology devices

- A. Evaluate needs for additional devices
- B. Evaluate technology in high demand
- C. Design new marketing strategies to promote technology and eResources
 - i. Use social media and outreach efforts to reach more patrons
 - ii. Promote technology devices and eResources simultaneously

Objective #3 – Evaluate database offerings

- A. Research and evaluate databases provided by Nevada State Library by December 31, 2017.
- B. Research and evaluate other database additions/subtractions by December 31, 2017.

Objective #4 – Assess, test and streamline eResources

- A. Reevaluate current eBook and eAudiobook offerings, using trends identified by local and state statistical studies
- B. Evaluate Axis 360 eBooks and eAudiobooks
- C. Study ways to simplify patron access to digital resources

* * * *

Goal #2 (2017 objectives)

Douglas County residents will have services, resources and programs designed to stimulate imagination, satisfy curiosity and create young readers.

Objective #1 – Explore feasibility of moving to BISAC or BISAC Hybrid classification system

- A. Staff workgroups that include Technical Services, Collection Development, and Circulation will collaborate on draft implementation plans
- B. Prepare and present recommendation for Library Board of Trustees
- C. If approved, implement new system simultaneously with RFID conversion.

Objective #2 – Establish Bookmobile service for valley region of Douglas County

- A. Secure funding through DCPLF and Minden Rotary Foundation channels
- B. Bookmobile committee will create service plan for mobile services
- C. Purchase bookmobile before December 31, 2017

Objective #3 – Introduce one or more new programs for children

- A. Children's program will be sustainable program that follows STEAM learning concept, parallel to DCSD
- B. Program will be in line with rebranding of DCPL as "more than books"
- C. Request support from DCFOL as needed
- D. Program will be launched by December 31, 2017

Objective #4 – Introduce one or more new programs for adults

- A. Adult program will be sustainable and will not require grant funding
- B. Program will be in line with rebranding of DCPL as "more than books"
- C. Request support from DCFOL as needed
- D. Program will be launched by December 31, 2017

Objective #5 – Summer Reading 2017 patrons will have a Summer Reading Program that features a sports and fitness theme of "Build a Better World" for all age groups

- A. Launch SRP by June 1, 2017
- B. Evaluate SRP by September 30, 2017

Director's
Monthly Report
November 2016



1. New title. To improve service and efficiency, I have rearranged staff responsibilities and have changed Sarah Bates' title to Adult Services Librarian. This creates a balance of our services, and is more closely aligned with our mission. Adult patrons need and deserve the same level of service as our teens and children. Sarah will be in charge of adult programming, oversight of periodicals, and she will oversee/coordinate any adult services, such as the Homebound Program. She will continue to serve as a proctor, a member of the Tech Team, and as a selector for collection development.
2. Nevada Reads. The 2016 Nevada Reads program began in October. This year the state library has chosen *Grind*, by Mark Maynard, as the book for this year's program. The author came to the Minden Library on November 12 to discuss his book.
3. Bookmobile. The Bookmobile Fundraising Committee is pursuing various funding avenues for the bookmobile. In a recent meeting, it was decided that we would put a deadline of April 2017 on fundraising. If we have not yet met our goal of \$240,000, we will then move forward with a Plan B or Plan C. We will work on Plans B and C and have those outlined by April. We have raised \$120,000 so far, since February 2015.
4. RFID Update. The RFID Project has come back to life. At last, the backordered tags have arrived. We are working with Tech Logic to get our plans in place for implementation. We are very eager to get started. We anticipate that the library may need to be closed for a short time, in order to complete part of the work. More details about implementation are forthcoming.
5. Staff Training Day. We held our first Staff Training Day in February 2016. This needs to be an annual event; it helps us maintain consistency and keep our skills sharp. However, since the RFID Project timeline is not yet finalized, a training day for 2017 is on hold.
6. Friends and Foundation Book Sale. The November Book Sale was held by the Friends and Foundation at the CVIC Hall, November 11-13. The sale earned more than \$5,700 in book sales and donations. This is the most profitable book sale to date!



BOARD OF TRUSTEES
MEETING TIMES, DATES, & LOCATIONS FOR 2017
PROPOSED 11/22/16

JANUARY	Tuesday, January 24	Library Board	10:00 am
FEBRUARY	Tuesday, February 28	Library Board	10:00 am
MARCH	Tuesday, March 28	Library Board	10:00 am
APRIL	Tuesday, April 25	Library Board	10:00 am
MAY	Tuesday, May 23	Library Board	10:00 am
JUNE	Tuesday, June 27	Library Board	10:00 am
JULY	NO MEETING		
AUGUST	Tuesday, August 22	Library Board	10:00 am

SEPTEMBER	Thursday, September 28	Library Board Long Range Plan	10:00 am
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LOCATION: Lake Tahoe Branch Library, Zephyr Cove, NV

OCTOBER	Tuesday, October 24	Library Board Long Range Plan	10:00 am
NOVEMBER	Tuesday, November 28	Library Board	10:00 am
DECEMBER	NO MEETING		

All meetings held at Minden Library, unless otherwise noted



HUMAN RESOURCES

P. O. Box 218
Minden, NV 89423

(775) 782-9860 * Fax 782-9083

November 1, 2016

Amy Dodson
Library Director
Douglas County Public Library
1625 Library Lane
Minden, NV 89423

Dear Amy,

NRS 241.030 (1) permits an open meeting to consider the character, alleged misconduct, professional competence, or physical or mental health of a person. Written notice must be given to the person who is the subject of the open meeting in accordance with NRS 241.033 (1).

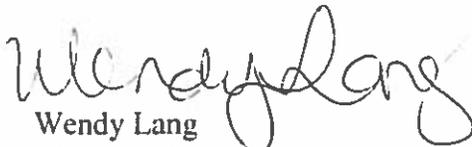
You are hereby notified that on **November 22, 2016**, the Library Board will conduct an open meeting to consider your character, professional competence, or physical or mental health in accordance with NRS 241.030(1). This open meeting will take place at 10:00 a.m. at the location listed below:

**Douglas County Public Library
Pine Nut Room
1625 Library Lane - Minden**

A copy of this letter and proof of personal service will be provided to the Library Board before the meeting is held.

You may request a copy of the record of the meeting in accordance with NRS 241.033(3) and 241.035 (2), (4) and (5).

Sincerely,


Wendy Lang
Director, Human Resources

wl/mr

Kathy Munson

From: Heather Frueh
Sent: Saturday, October 22, 2016 1:48 PM
To: Heather Frueh
Subject: PSA First Saturday of the Month Family Movie - Ratchet and Clank

Contact: Heather Frueh
Douglas County Public Library
Phone 775 782-9841
hfrueh@douglas.lib.nv.us

1625 Library Lane
Minden, Nevada 89423

Douglas County Public Library

Press Release

First Saturday of the Month Family Movie – “Ratchet and Clank”

The Douglas County Public Library is hosting another First Saturday of the Month Family Movie. “Ratchet and Clank” (rated PG) will be shown on Saturday, November 5 at 2:00 p.m. in the Minden Library meeting room. The movie and popcorn are free. First Saturday Family Movies are sponsored by the Friends of the Douglas County Public Library.

The Minden Library is located at 1625 Library Lane. Connect with the Douglas County Public Library on Facebook and Twitter, douglas.lib.nv.us, or call 775-782-9841.

Heather Frueh
Library Technician
Douglas County Public Library
1625 Library Lane * Minden, NV 89423
(775) 782-9841
hfrueh@douglas.lib.nv.us

Kathy Munson

From: Maggie Rusmisel
Sent: Tuesday, October 25, 2016 10:36 AM
To: Maggie Rusmisel
Subject: Nevada Day Closure at the Douglas County Public Library

- Contact: Maggie Rusmisel 1625 Library Lane
Minden, Nevada 89423

Douglas County Public Library
Phone 775 782-9841
mrusmisel@douglas.lib.nv.us

Douglas County Public Library

Press Release

Nevada Day Closure at the Douglas County Public Library

The Douglas County Public Library in Minden and Zephyr Cove will be closed Friday, October 28 and Saturday, October 29 for Nevada Day. The Minden Library will re-open on Monday, October 31 at 10:00 a.m. The Zephyr Cove Library will resume its normal schedule on Wednesday, November 2 at 11:00 a.m.

Please keep any items you have checked out and return them the following week. Connect with us on Facebook and Twitter, visit douglas.lib.nv.us, or call 775-782-9841.

Maggie Rusmisel
Library Technician
Douglas County Public Library
P.O. Box 337
Minden, NV 89423
mrusmisel@douglas.lib.nv.us

Kathy Munson

From: Heather Frueh
Sent: Tuesday, November 01, 2016 11:55 AM
To: Heather Frueh
Subject: PSA Fall Movie Matinees in November

Contact: Heather Frueh
Douglas County Public Library
Phone 775 782-9841
hfrueh@douglas.lib.nv.us

1625 Library Lane
Minden, Nevada 89423

Douglas County Public Library

Press Release

Fall Movie Matinees at the Douglas County Public Library

Enjoy popcorn and a movie at the Douglas County Public Library with a Fall Movie Matinee! The library is showing movies geared towards adults and teens (rated PG to PG-13) on selected Thursdays throughout the fall. All showings begin at 2:30 p.m. with free popcorn and beverages provided.

Scheduled showings include:

- **November 10: *Captain America Civil War* (PG-13)**
- **November 17: *Into The Woods* (PG)**

The Minden Library is located at 1625 Library Lane. For more information, connect with the Douglas County Public Library on Facebook and Twitter, douglas.lib.nv.us, or call 775-782-9841.

Heather Frueh
Library Technician
Douglas County Public Library
1625 Library Lane * Minden, NV 89423
(775) 782-9841
hfrueh@douglas.lib.nv.us

Kathy Munson

From: Maggie Rusmisel
Sent: Tuesday, November 01, 2016 5:55 PM
To: Amy roby; Joey Crandall; KTHO; Library-Douglas; Lisa Granahan; Melissa Blosser; Nevada Appeal; Record Courier; RGJ; Sarah Drinkwine
Subject: PSA: Library Closure for Veterans Day

Contact: Maggie Rusmisel
Douglas County Public Library
Phone 775 782-9841
mrusmisel@douglas.lib.nv.us

1625 Library Lane
Minden, Nevada 89423

Douglas County Public Library

Press Release

The Douglas County Public Library in Minden will be closed on Friday, November 11 for Veterans Day. The library will resume its normal schedule on Saturday, November 12 at 10:00 a.m. Connect with us on Facebook and Twitter, visit douglas.lib.nv.us, or call 775 782-9841.

Maggie Rusmisel
Library Technician
Douglas County Public Library
P.O. Box 337
Minden, NV 89423
mrusmisel@douglas.lib.nv.us

Kathy Munson

From: Maggie Rusmisel
Sent: Tuesday, November 01, 2016 5:59 PM
To: KTHO; Lake Tahoe News; Library-Douglas; Nevada Appeal; RGJ; Steve Harness; Tahoe Daily Tribune; Tahoe Tribune (tahoetalk@tahoedailytribune.com)
Subject: PSA: Veteran's Day Closure

Contact: Maggie Rusmisel
Douglas County Public Library
Phone 775 782-9841
mrusmisel@douglas.lib.nv.us

1625 Library Lane
Minden, Nevada 89423



Press Release

The Douglas County Public Library in Zephyr Cove will be closed on Friday, November 11 for Veterans Day. The library will resume its normal schedule on Saturday, November 12 at 9:00 a.m. Find us on Facebook and Twitter, visit douglas.lib.nv.us, or call 775 588-6411.

Maggie Rusmisel
Library Technician
Douglas County Public Library
P.O. Box 337
Minden, NV 89423
mrusmisel@douglas.lib.nv.us

Kathy Munson

From: Heather Frueh
Sent: Thursday, November 10, 2016 2:34 PM
To: Heather Frueh
Subject: PSA Children's Storytime at the Zephyr Cove Library

Contact: Heather Frueh
Douglas County Public Library
Phone 775-782-9841
hfrueh@douglas.lib.nv.us

233 Warrior Way
Zephyr Cove, NV 89448

Douglas County Public Library

Press Release

Children's Storytime at the Zephyr Cove Library

The Zephyr Cove Branch of the Douglas County Public Library will be providing Children's Storytime for ages 3 to 10. Storytime will be held in the library on November 17, November 23, and November 30 at 3:30 p.m. In addition to stories, children will enjoy fun activities, songs, and coloring.

The Zephyr Cove Library is located at 233 Warrior Way in Zephyr Cove, Nevada. Connect with the Douglas County Public Library on Facebook and Twitter, douglas.lib.nv.us, or call 775-588-6411.

Heather Frueh
Library Technician
Douglas County Public Library
1625 Library Lane * Minden, NV 89423
(775) 782-9841
hfrueh@douglas.lib.nv.us

Kathy Munson

From: Maggie Rusmisel
Sent: Wednesday, November 16, 2016 3:49 PM
To: Maggie Rusmisel
Subject: PSA Thanksgiving Closure at the Douglas County Public Library

Contact: Maggie Rusmisel
Douglas County Public Library
Phone 775 782-9841
mrusmisel@douglas.lib.nv.us

1625 Library Lane
Minden, Nevada 89423

Douglas County Public Library

Press Release

The Douglas County Public Library in Minden and Zephyr Cove will be closed Thursday, November 24 and Friday, November 25 for the Thanksgiving and Family Day holidays. Both libraries will close at 5:00 p.m. on Wednesday, November 23. The Minden library will resume its regular schedule on Saturday, November 26 at 10:00 a.m. The Zephyr Cove library will reopen on Saturday, November 26 at 9:00 a.m. Connect with us on Facebook and Twitter, visit douglas.lib.nv.us, or call 775-782-9841.

Maggie Rusmisel
Library Technician
Douglas County Public Library
P.O. Box 337
Minden, NV 89423
mrusmisel@douglas.lib.nv.us

Kathy Munson

From: Heather Frueh
Sent: Thursday, November 17, 2016 10:57 AM
To: Heather Frueh
Subject: PSA First Saturday Family Movie - Finding Dory

Contact: Heather Frueh
Douglas County Public Library
Phone 775 782-9841
hfrueh@douglas.lib.nv.us

1625 Library Lane
Minden, Nevada 89423

Douglas County Public Library

Press Release

First Saturday of the Month Family Movie – “Finding Dory”

The Douglas County Public Library is hosting another First Saturday of the Month Family Movie. “Finding Dory” (rated PG) will be shown on Saturday, December 3 at 2:00 p.m. in the Minden Library meeting room. The movie and popcorn are free. First Saturday Family Movies are sponsored by the Friends of the Douglas County Public Library.

The Minden Library is located at 1625 Library Lane. Connect with the Douglas County Public Library on Facebook and Twitter, douglas.lib.nv.us, or call 775-782-9841.

Heather Frueh
Library Technician
Douglas County Public Library
1625 Library Lane * Minden, NV 89423
(775) 782-9841
hfrueh@douglas.lib.nv.us

Kathy Munson

From: Mary Wood
Sent: Tuesday, November 01, 2016 2:47 PM
To: Amy Dodson; Kathy Munson; Linda Wilson
Subject: FW: Public FAX24 for Douglas County Public Library

FYI

Mary

From: PublicFax Server A (GM2) [<mailto:a2server@faxvend.com>]
Sent: Tuesday, November 01, 2016 12:44 AM
To: Mary Wood <mwood@douglas.lib.nv.us>
Subject: Public FAX24 for Douglas County Public Library

ACTIVITY REPORT FROM: 10/01/2016 TO: 10/31/2016	
Location ID:	0582
Location:	Douglas County Public Library
Prepaid Fax Cards Transactions:	0
Credit/Debit Card Fax Transactions:	37
Credit Card Sales:	\$143.55
Commissions:	\$11.21

Creativity fills Safety Street

by Sarah Drinkwine
sdrinkwine@recordcourier.com

The usual multitude of superheroes, princesses, little ghouls and monsters trick or treated at the CVIC Hall Safety Street event Monday, but creativity and individuality stood out amongst a few trick or treaters.

Ten-year-old Kayla McGhee and 8-year-old Jaelynn Smith thought outside of the usual costume attires and decided to make their own.

Kayla said she and her friends were trying to come up with something different and fun for Halloween when the idea for a fish tank came to mind.

"We were looking stuff up online and we came across sea anemone and it reminded me of Dory," said Kayla. "I decided I wanted to be Dory."

Instead of grabbing a Dory outfit from a costume store though, Kayla thought outside of the box, or is it tank, and made her own attire.

Kayla wore a fish tank made out of a cardboard box with an under the sea theme complete with sea creatures, anemone and the characters from "Finding Dory." To complete the outfit, she wore a blue tutu and shirt with Dory on the front, as if she was both the water and the main character of her outfit.

Jaelynn made a robot costume out of an old wipe box as the head, hospital glove boxes for the feet, and an old shoe rack as the body.

"I was going to throw the shoe rack away, when she said she wanted to use it for her costume," said Jaelynn's mother, Crystal Smith.

Jaelynn collected items for her costume everywhere she went and said the best part was putting it together.

"It was fun to collect the stuff for it and to put it all together and seeing it when it was done," said Jaelynn.

Crystal said Jaelynn designed and put together the costume all on her own, except for when it came to spray-painting it silver, she helped with that part.

It was obvious that the girls had fun simply making their costumes and enjoyed wearing and showing off their creations.

"She was so excited when she had it all complete," said Crystal.

Not only was the creativity a unique addition to the event, but also families seemed to enjoy dressing up together with their own themes such as a SWAT team family, Disney characters, a family of pirates and more.

A passerby said she enjoyed coming to Safe Street because people have fun here. It's easier to mingle with friends and family and to see what costumes people come



ABOVE: Eight-year-old Jaelynn Smith does the "Robot" in her homemade costume at Safe Street on Monday. **LEFT:** Ten-year-old Kayla McGhee trick or treats Safe Street in her homemade Finding Dory themed tank costume on Monday.

PHOTOS
BY SARAH

Fall in love with books at the Library's sale



Amy Roby
Ranchos
Roundup

The Douglas County Public Library's fall book sale is scheduled the weekend of Nov. 11-13 at the CVIC Hall, 1604 Esmeralda Avenue, in Minden.

A special members-only preview for Friends of the Douglas County Public Library will be held on Friday, Nov. 11 from 4-7 p.m. The sale will be open to the public on Saturday, Nov. 12 from 9 a.m.- 5 p.m. and on Sunday, Nov. 13 from 9 a.m. to 2 p.m.

Anyone can join (or renew a membership to) the Friends of the Douglas County Library at the door to attend Friday's pre-sale, and the Friends receive a 10 percent discount on any purchases made during the sale.

Gently used books, audio books, DVDs and music CDs will be available. All items at the fall sale are new materials that have been donated since the spring book sale.

Book sale proceeds support the Friends of the Douglas County Public Library and the Douglas County Public Library Foundation. Membership dues and donations make the library's children, teen, and adult programs possible and also help purchase needed materials for the library.

Library's "First Saturday of the Month" family movie.

The Minden library screens the PG-rated animated film "Ratchet and Clank" tomorrow, Nov. 5, at 2 p.m. This

event is free and popcorn will be served. For more information, visit douglas.lib.nv.us or call 775-782-9841.

Tahoe/Douglas Elks' National Hoop Shoot. Kids between the ages of 8 and 13 are invited to participate in Saturday's annual Hoop Shoot contest starting at 9:30 a.m. The contest will be held at the Douglas County Community & Senior Center Gymnasium and is free of charge.

There are six different age divisions, and the winners of each will compete in the District Finals in Reno on Saturday, Jan. 21, 2017. That will be followed by the state finals in Hawthorne on Feb. 11. National Finals will be held in Chicago.

Questions about the Hoop Shoot can be directed to coordinator Gary Wendt at 265-6136.

Turn back time. Daylight Saving Time officially ends this Sunday, November 6 at 2 a.m., so remember to turn the clocks back one hour at bedtime on Saturday night.

Amy Roby can be reached at ranchosroundup@hotmail.com.

Library used book sale November 11-13

Staff Reports

The Douglas County Public Library Foundation and the Friends of the Douglas County Public Library invite you to their fall used book sale on 9 a.m. to 5 p.m. Nov. 12 and 9 a.m. to 2 p.m. Nov. 13.

A members-only preview sale for Friends of the Library will take place on 4-7 p.m. Nov. 11. Participants are welcome to join the Friends at the door to take advantage of this special sale and a 10% discount on all purchases.

The book sale will be held at the CVIC Hall, 1602 Esmeralda Avenue in Minden. Thousands of used books, children's books, and audio books will be for sale. Individually priced collectible books will be available. There will also be a large selection of

DVDs and music CDs.

All proceeds from the sale support the Friends of the Douglas County Public Library and the Douglas County Public Library Foundation. For more information, connect with the Douglas County Public Library on Facebook and Twitter, douglas.lib.nv.us, or call 775-782-9841.

GHOST HUNTERS AT LIBRARY

The Northern Nevada Ghost Hunters will be presenting an informational program about ghost hunting at the Minden branch of the Douglas County Public Library 2 p.m. Saturday.

The Ghost Hunters have taken part in paranormal research and investigations throughout the region and have explored many historic sites, including the old buildings of Virginia

City. Team members have many true life ghost stories to tell; they will also discuss various historical foundations they collaborate with to keep history alive.

The Minden Branch Library is located at 1625 Library Lane in Minden. For more information, connect with the Douglas County Public Library on Facebook and Twitter, douglas.lib.nv.us, or call 775-782-9841.

MOVIE MATINEE THURSDAY

Alfred Hitchcock's classic "Rear Window," will be shown at the Minden Branch of the Douglas County Public Library 2 p.m. Thursday, with free popcorn and beverages provided.

The movies wrap up on Oct. 27 with the 2011 horror film "Insidious."

Re wed, 10/12/16

Douglas library showing family movie Nov. 5

The Douglas County Public Library is hosting another First Saturday of the Month Family Movie. "Ratchet and Clank," rated PG, will be shown at 2 p.m. Saturday, Nov. 5 at the meeting room at the Minden branch, 1625 Library Lane.

The movie and popcorn are free. First Saturday Family Movies are sponsored by the Friends of the Douglas County Public Library.

For more information, connect with the Douglas County Public Library on Facebook and Twitter, or go to douglas.lib.nv.us, or call 775-782-9841.

NA Wed 10/26/16

Book discussion with local author planned

Nevada Reads is a program in which people throughout the state read and discuss a selected book about Nevada. The 2016 Nevada Reads author, Mark Maynard, will be at the Minden Library from 3 to 5 p.m. Saturday, Nov. 12 to discuss his book, "Grind."

Copies of "Grind," the 2016 Nevada Reads book, can be checked out from the library at Minden and Zephyr Cove. The Nevada Reads program is sponsored by Nevada Humanities and the Institute of Museum and Library Services.

The Minden Library is at 1625 Library Lane. For more information, connect with the library on Facebook and Twitter, or go to douglas.lib.nv.us, or call 775-782-9841.

NA Fri, 10/21/16

Library to open earlier

By Teri Vance
For the Nevada Appeal

The Carson City Library is adjusting its hours to open earlier on weekdays and is staying open for fewer hours on Sunday.

The decision comes after the library reviewed the results of a survey sent out to its patrons.

"Our biggest request was to open earlier on weekdays," said Natalie Wood, creative learning manager for the Carson City Library. "However, we definitely

have usage on Sundays, so we didn't want to completely take that day away."

The compromise is to open weekdays at 10 a.m., while reducing Sunday's hours to noon-4 p.m. The changes will go into effect starting Thursday.

The move comes after a change in June to open the library on Sundays to better accommodate students and their families who needed more flexible hours.

Without added funding, library officials decided to

CARSON CITY LIBRARY HOURS STARTING THURSDAY:

Monday: 10 a.m.-6 p.m.

Tuesday: 10 a.m.-8 p.m.

Wednesday: 10 a.m.-8 p.m.

Thursday: 10 a.m.-8 p.m.

Friday: 10 a.m.-6 p.m.

Saturday: 10 a.m.-4 p.m.

Sunday: Noon.-4 p.m.

reduce hours on the other days to allow for the expense of the extra day.

Wood said the library conducted the survey to gauge the community's reaction to the changes.

"Being a public resource, we serve the community so we need their input on what they want," she said. "We want the community's needs to be reflected in what we do."

Wood said the transition is expected to be an easy one, for everyone involved.

"We have people waiting at the door to open every day," she said. "And the staff's response to the survey matched the community's."

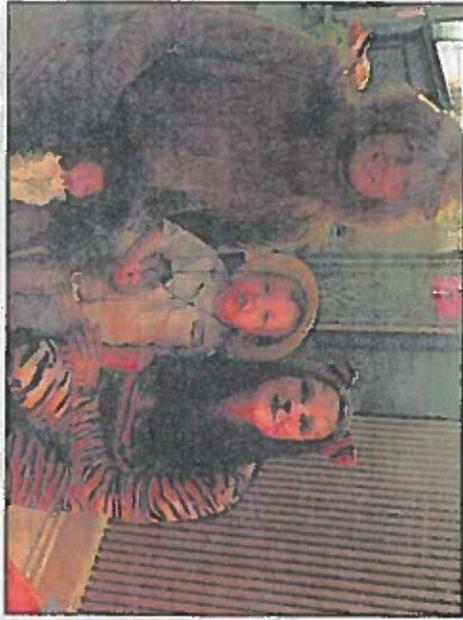
The library will continue to offer classes for children through adults, including storytime and Lego Club and MineCraft.

1,200 trick or treaters fill Safety Street

Staff Report

Affiliates

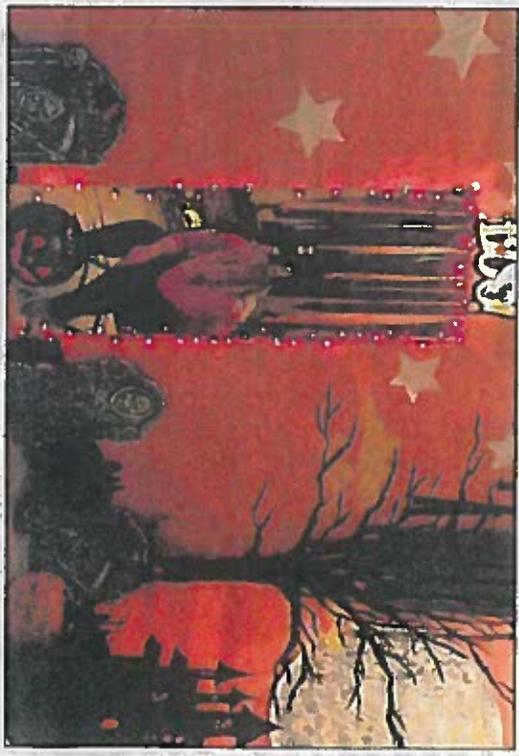
- 1,200- kids trick or treated Safety Street Monday. Here's the breakdown for the winners of the contests.
- Best Booths
 - 1st Carson Valley Boys and Girls Club
 - 2nd Carson Valley swim Center
 - 3rd Carson Valley Medical Center
 - 4th Re/Max Realty
 - Best Costumes
 - Adult: Lorraine Clifford, Beauty School Drop Out
 - Best Family: The Hampton Family, Zoo keeper and animals
 - Best Child: Kayla McGhee, Dory/Fish Tank
 - 500 books, 12 bikes and 2 scooters were given away.



Best Family costume went to the Hampton family, Zoo keeper and animals, at Safety Street Monday



PHOTOS: DOUGLAS COUNTY SHERIFF'S OFFICE
Best adult costume went to Lorraine Clifford, Beauty school drop out, at Safety Street Monday.



1st place booth winner went to the Carson Valley Boys and Girls Club at Safety Street Monday.



Best Kid costume went to Kayla McGhee, Dory/Fish Tank at Safety Street Monday.



NEVADA APPEAL FILE PHOTO

The Wild Bear drum circle performs at the La Ka Lel Be Pow Wow last year.

Native tradition celebrated during annual powwow

by Teri Vance
Nevada Appeal

As Nevada looks to observe its statehood this weekend, the Washoe tribe is also planning a celebration of its heritage.

"The Washoe tribe has been here 18,000 to 25,000 years," said Martin Montgomery, who's organizing the powwow through the Red Hoop Singers. "It's all a collaboration of community."

Meaning "the people's gathering," the 35th annual La Ka Lel Be Powwow will be Friday through Saturday at the Carson Colony Gym.

IF YOU GO

WHAT: La Ka Lel Be Powwow
WHEN: 7-11 p.m. Friday; 2 p.m.-midnight Saturday, with a potluck dinner break 5-7 p.m.; 1-6 p.m. Sunday
WHERE: 2900 S. Curry St.
INFORMATION: Visit the Annual La Ka Lel Be page on Facebook

"Anybody and everybody is welcome to come and get a sense of our tradition," Montgomery said. "We want to bring awareness and unite people, welcome people into our world."

The powwow will be a celebration of song and dance, as well

as the traditional gambling hand game and a horseshoe tournament. Guests can dance Native American style during intertribal songs.

"If we can create a family environment, without drugs and alcohol, and promote a healthy alternative, that's what we want to do," Montgomery said. "We want to have a cultural exchange. It's not just about us, we want to see what other people do, too."

Songs are performed in English as well as native languages.

"We have songs for falling in love and falling out of love. We have songs for the seasons. We have songs for everything."

Montgomery said. "Each dance has a story behind it."

Dancers from across the West will compete in a variety of dance styles. Booths will be set up with Native American crafts and food, including Indian tacos.

"It's a good place to go and bring the kids, get something to eat, maybe pick something up for the holidays," Montgomery said. "I think that's what the world is missing, just a place to have a fun time, and that's what the powwow is about. We want to have fun and meet people."

Admission is free; \$20 fee to

Award winning pianist to make stop in Carson Valley

Staff Reports

An award winning pianist who has performed at New York City's Carnegie Hall is making a stop in Carson Valley.

The Carson Valley Arts Council will present pianist Tien Hsieh in concert at 7 p.m. Friday, Nov. 18 at the Douglas County Community Center in Gardnerville.

Tien Hsieh immigrated to the United States with her family when she was 7-years-old.

Originally from China but born in Taiwan, she began her musical studies with her mother.

Tien is a prizewinner of competitions including the Los Angeles International Competition, Artists International Presentations Auditions in New York, Pacific Piano Competition and Festival in California.

Hsieh is a recipient of the prestigious Roy M. Rubenstein Award from Manhattan School of Music and a recipient of the Chi-Ching Cultural and Educational Foundation Grant representing cross-cultural exchange.

Following the success of her New York recital, she appeared in recitals for festivals, colleges and universities, cultural and art centers across the U.S., as well as Germany, China, and most recently, in Budapest, Hungary, where she performed an All-Liszt program at the Liszt Museum (Liszt Academy). Recent orchestral collaborations include soloist with Maestro Gary Sheldon and Spokane Symphony



COURTESY

Tien Hsieh, an acclaimed pianist, is planning a Carson Valley performance Nov. 18 at the Douglas County Community Center.

and Maestro Frank Fetta and Redlands Symphony. She has also performed with Houston Civic Symphony, Gold County Chamber Orchestra and Sacramento Ballet.

Doors of the Douglas County Community Center in Gardnerville open at 6 p.m. Tickets are \$18 in advance; \$23 at the door; and new this year, kids under 18 are free.

Tickets may be purchased online at www.cvartscouncil.com, by phone at 775-782-8207, at the Copeland Cultural Arts Center, 1572 Highway 395, Minden, or at the Douglas County Community Center.

To hear Hsieh's music, go to <http://www.tienhsieh.com/>.



Riley Houston (foreground) holds a flag with the rest of his 5th grade classmates in Dana Roingus' class Thursday during the Veterans Day assembly at Gardnerville Elementary

BRAD COMA

RE Fri. 11/11/16



Gift ideas for book lovers who love animals

(And for animal lovers who love books)



➔ **The Secret Life of Yellow Dog** by Danielle Sigmon. AuthorHouse, 2015. Softcover, 252 pages, \$20.99.

"Who reads all these books?" a friend asked as she surveyed the stacks of potential volumes for review by my computer. I admitted that, while I try to read as many as possible of the hundreds of review candidates I receive annually, some worthy books inevitably slip through the cracks. Others, however, draw me in, sus-

pending my life as I become lost in a compelling narrative.

Such was the case with *The Secret Life of Yellow Dog*, Danielle Sigmon's quietly elegant debut novel about a yellow Labrador retriever whose heart holds so much love that he shares it with several isolated and needy people in his rural community. Not only does the kind and intuitive canine change individuals' lives for the better, his actions bring neighbors together, turning strangers into friends. Caught up in the magic of the tale, I didn't want this heart-warming story to end and am eagerly awaiting the promised sequel.



➔ **Oliver: The Cat Who Saved Christmas** by Sheila Norton. Thomas Dunne Books, St. Martin's Press, 2016. Hardcover, 320 pages, \$24.99.

Oliver was abandoned as a kitten, but things begin looking up for the ginger tabby when he is adopted by George, the landlord of a pub in an English village. Disaster strikes, however, when the pub is destroyed by fire and the village hall is damaged in the blaze. When

George temporarily relocates to live with his cat-allergic sister, Oliver is taken in by villagers in Sheila Norton's sweet novel, which could well become a holiday classic. How Oliver brings neighbors together for Christmas festivities and celebrations makes for joyous reading for all ages. Norton has concocted a Christmas confection to be savored.



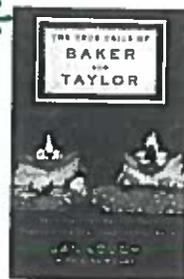
➔ **Flash: The Homeless Donkey Who Taught Me About Life, Faith, and Second Chances** by Rachel Anne Ridge. Tyndale Momentum, 2015. Hardcover, 233 pages, \$19.99.

Each year as I place the carved wooden donkey in his spot in my nativity scene, I am reminded how much I love these humble and loving animals. This year, I made a new donkey

friend. His name is Flash, and he's the hero of Rachel Anne Ridge's memoir about a lost and injured donkey who showed up at her Texas home in need of love and care.

As so often is the case, Ridge and her family were in need of

rescue as much as Flash. Caught up with financial worries and other daily concerns, Ridge admits to having lost sight of the spiritual side of her life. As she spends time with Flash, whom the family adopted, the author comes to appreciate the lessons he shares about self-acceptance, the true meaning of friendship and the ways that significant spiritual truths can be mirrored in the details of everyday life. Readers of all creeds (or none) will find sustenance in this beautifully written and wise memoir.



➔ **The True Tails of Baker and Taylor: The Library Cats Who Left Their Pawprints on a Small Town ... and the World** by Jan Louch with Lisa Rogak. Thomas Dunne Books, St. Martin's Press, 2016. Hardcover, 274 pages, \$25.99.

Remember when small-town public libraries had card catalogs rather than computers and the librarians had time to chat about new books? As a one-time librarian many years

ago, I do. So does Jan Louch, the author of this engaging memoir about her job decades ago in a small Nevada library overflowing with books, hometown spirit, and the antics of Baker and Taylor, two Scottish fold cats. These felines spent their lives as cherished library cats, in addition to lending their photogenic faces to Baker & Taylor, a book distribution company.

Not ones to bask in their glory as feline celebrities, Baker and Taylor were true to their small-town roots, taking time to empathize with staff members or patrons in need of special attention, snoozing among the shelves of books, and lying on the busy circulation desk to elicit smiles. I loved this book almost as much as I came to love its two endearing felines.

ALL DOGS GO TO KEVIN



➔ **All Dogs Go to Kevin: Everything Three Dogs Taught Me (That I Didn't Learn in Veterinary School)** by Jessica Vogelsang. Grand Central Publishing, 2016. Softcover, 336 pages, \$15.99.

It started with James Herriot. Ever since the Yorkshire vet penned his memoirs, books by veterinarians about their practices and patients have flourished. Jessica Vogelsang adds her story to the list, and *All Dogs Go to Kevin* is

indeed a worthy addition.

Covering her animal-loving childhood through veterinary school and the early years of her work in a small-animal clinic, the author introduces readers to her beloved animal companions, her family and the much-loved Kevin of the title. She now provides in-home hospice care for her patients, and I hope Vogelsang can find the time to share their stories, too. Compassionate and funny, this book should please animal lovers on your holiday gift list. 🐾

The R-C Morning Report for Nov 14

November 14, 2016

Genoa, Nev — A Gardnerville man who admitted stealing items from his employer's house after entering through the dog door is due to be sentenced today in Douglas County District Court. Reese Kizer, 27, faces up to five years in prison.

The Douglas County Public Library Book Sale is 9 a.m. to 2 p.m. today at the CVIC Hall.

If last night's moon was big, tonight's supposed to be super Moonrise is around 5:25 p.m. It will be a balmy 59 degrees around that time, according to the National Weather Service.

Expect one more of these weird warm autumn days before the storm rolls in on Tuesday, bringing a highly unlikely chance of snow on Wednesday. Today's high will be 69 degrees under sunny skies.

REQUEST FOR APPLICANTS

The Douglas County Board of Commissioners is currently accepting applications for appointment to the following volunteer advisory boards:

911 Surcharge Advisory Committee

Airport Advisory Committee

(One for Community at Large, One for Business Community,
and One for Airport Commercial Community)

Board of Equalization

Carson Water Subconservancy District

Genoa Historic District Commission

Law Library Board

Library Board of Trustees

Parks and Recreation Commission

(Two for Tahoe Township, One for Carson Valley resident)

Regional Transportation Commission

Senior Services Advisory Council

Water Conveyance Advisory Committee



Board eligibility requirements vary. All applicants must be Douglas County residents. Additional information and application forms are available in the County Manager's Office in the Minden Inn, 1594 Emerald Avenue in Minden (782-9821) or on the Douglas County website: www.douglascountynv.gov.

Application Deadline: Friday, December 2, 2016.

(Appointments will be made at the Douglas County Commissioner's meeting in January 2017)