



LIBRARY BOARD OF TRUSTEES MEETING

WEDNESDAY, July 15, 2026

Review 30/60/90 Day and One Year Working Plan

1. 30 Days—Library Assessment (Continued)

- a. **One-on-One Sessions** with Branch Managers--*Ongoing*
- b. **Program Assessment & Monthly Branch Reports**--*Ongoing*
- c. **Staffing Review**--*Current*
 - i. New positions--*Ongoing*
 - ii. Planning Time/Time off Desk--*Ongoing*
- d. **Board Review**
 - i. Board Training--Trustee role and Significant Developments in Librarianship--*Ongoing*
 - ii. Take on Role in Advocacy--*Ongoing*
- e. **Staff Projects:** Hot Topics, Awards and Grant Pursuit--*Complete*

2. 60/90 Days—Budget, Partnerships, Community Assessment

- a. **Budget Review:**
 - i. Updating '27, New Budget '28
 - ii. Budget Training: *Never Again!*
 - iii. Budget Negotiation: Our Needs and County Rules
 - iv. System-wide purchasing—Types/estimated purchases correct categories--*Ongoing*
 - v. Zero-Sum Budgeting & Accurate Forecasting (no large negative line item expenditures)--*Ongoing*
 - vi. Determining Strategic Budget Priorities: *Ongoing*
 - vii. Assess Capital Improvement plans: Plan Creation--*Ongoing*
- b. **Forecasting Funding in new Strategic Plan**—Future Requirements for 3-5-10-20 years-- Set standards for achieving strategic goals recognizing population growth (NV is #5-#8 in growth and #3 GDP Growth), changing community needs, and possible county deficits. Begin now--to be completed and revised over 3 years
 - i. **Complete Long-Term Capital Improvement Plan**
 - ii. **Complete Facilities Plan, Review & Forecast**--Forecast future renovations and new branches based on population and service needs
 - iii. **Complete Technology Plan, Review & Forecast**—Forecast future tech needs, monitoring age of current resources and data/power needs for the future
 - iv. **Complete Staffing Plan, Review & Forecast**—Create report to forecast staff needs as community grows, including new positions and new types of positions. Set hiring dates
 - v. **Complete Public Service Spending Review**—Accurate costs necessary to run programs, services, events according to the strategic plan (first year)
- c. **Partnerships**
 - i. Partnership Review: *Ongoing*
- d. **Community Assessment**

- i. Staff Review of Statistical Resources for Assessment, Categories for Assessment--Ongoing
- ii. John Andrews (Internet Services Librarian) assisting with setting up *Environmental Scan* database. Staff will collect information for now in Excel charts.

e. One-Year Working Plan: Strategic Assessment/Gap Analysis of Needs (extension approved informally)

- i. **Visioning Sessions**—scheduling
- ii. **Drafts** (Extension Approved)
 - 1. First Draft: Board Review: early January; public review late January
 - a. Second Draft: late February
 - b. Final Draft: March/early April
 - c. Final Approval: April (submitted to State)

3. 90 Days

a. Review