



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.gov

STAFF REPORT

BOARD MEETING DATE: *October 21, 2025*

DATE: September 10, 2025

TO: Board of County Commissioners

FROM: Sarah Bates, Law Librarian & Manager, Washoe County Law Library
775-328-3254, sarah.bates@washoecourts.us

THROUGH: Alicia Lerud, District Court Administrator and Clerk of Court

SUBJECT: Recommendation to the Board of County Commissioners to retroactively acknowledge a grant of \$1,228.00 [no County match required], awarded to the Washoe County Law Library, Second Judicial District Court, by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records for the grant period July 1, 2025 to June 30, 2026, and direct Finance to make the necessary budget amendments. Grant funding will pay for the costs related to sending one staff member to a Library Law Conference. District Court (All Commission Districts.) FOR POSSIBLE ACTION

SUMMARY

The Washoe County Law Library, Second Judicial District Court, has been awarded \$1,228.00 in federal grant funding to support Sarah Bates, Law Librarian, attendance at the Western Pacific Chapter of the American Association of Law Libraries (WestPac) Annual Conference in Salt Lake City, Utah.

Washoe County Strategic Objective supported by this item: Innovative Services

PREVIOUS ACTION

On September 12, 2023, the Board acknowledged a \$41,479.00 grant for the Washoe County Law Library which was awarded by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records. An amendment to acknowledge an additional \$3,057.00 to the original awarded amount, for a new grant award total of \$44,536.00, occurred on February 20, 2024.

On September 12, 2023, the Board acknowledged a \$1,228.00 Continuing Education grant for the Washoe County Law Library which was awarded by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records.

AGENDA ITEM # _____

On June 20, 2023, the Board acknowledged a \$10,431.00 grant for the Washoe County Law Library which was also awarded by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records.

On May 17, 2022, the Board acknowledged a \$35,132.00 grant for the Washoe County Law Library which was awarded by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records. An amendment to acknowledge an additional \$2,599.00 to the original awarded amount, for a new grant award total of \$37,731.00, occurred on September 13, 2022.

On September 28, 2021, the Board acknowledged a \$20,000.00 grant for the Washoe County Law Library which was awarded by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records.

On June 22, 2021, the Board acknowledged a \$4,500.00 grant for the Washoe County Law Library which was awarded by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records.

BACKGROUND

WestPac is the Western State Chapter of the American Association of Law Libraries. The WestPac Annual Meeting is a gathering that brings together legal information professionals from courts, law schools, law firms, and other institutions in the Western U.S. to share knowledge, explore emerging trends, and discuss best practices in law librarianship. The conference typically includes educational sessions on legal research, technology, access to justice, and collection management, as well as opportunities for networking and visiting vendor exhibits.

Attending conferences like this one is beneficial to library patrons because it helps Law Library staff find ways to improve resources and services, discover new technology, and return invigorated to implement new and creative ideas that further the Law Library's commitment to access to justice. It's almost impossible to see what innovations other law libraries are employing without attending conferences like these and collaborating with contemporaries from other institutions.

GRANT AWARD SUMMARY

Project/Program Name: *SJDC NSLAPR LSTA Grant-In-Aid*

Scope of the Project: *The scope of this project is to send the Law Librarian to a law library conference that provides continuing education.*

Benefit to Washoe County Residents: *The benefit to Washoe County Law Library patrons is potential implementation of new ideas or efficiencies in the Washoe County*

Law Library, as well as a knowledgeable staff that participates in professional development and ongoing education in the library field.

On-Going Program Support: *N/A*

Award Amount: \$1,228.00

Grant Period: *July 1, 2025 – June 30, 2026*

Funding Source: *Institute of Museum and Library Services,*

Pass Through Entity: *Nevada State Library, Archives, and Public Records*

Assistance Listing #/CFDA: *45.310*

Grant ID Number: *25-20-WC*

Match Amount and Type: *N/A*

Sub-Awards and Contracts: *N/A*

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the FY26 Second Judicial District Court adopted budget will be increased by \$1,228.00 in both revenues and expenditures in the following accounts:

Cost Object & Description	G/L Account & Description	Amount
IO-12584 SJDC NSLAPR LSTA Grant-In-Aid	Federal Grant Revenue - 431100	\$1,288
IO-12584 SJDC NSLAPR LSTA Grant-In-Aid	Travel - 711210	\$1,228

RECOMMENDATION

It is recommended that the Board of County Commissioners to retroactively acknowledge a grant of \$1,228.00 [no County match required], awarded to the Washoe County Law Library, Second Judicial District Court, by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records for the grant period July 1, 2025 to June 30, 2026, and direct Finance to make the necessary budget amendments. Grant funding will pay for the costs related to sending one staff member to a Library Law Conference.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: Move to retroactively acknowledge a grant of \$1,228.00 [no County match required], awarded to the Washoe County Law Library, Second Judicial District Court, by the Institute of Museum and Library Services through the Library Services and Technology Act, administered by the Nevada State Library, Archives and Public Records for the grant

period July 1, 2025 to June 30, 2026, and direct Finance to make the necessary budget amendments. Grant funding will pay for the costs related to sending one staff member to a Library Law Conference.