



## **NOTICE OF MEETING AND AGENDA**

### **WASHOE COUNTY LIBRARY BOARD OF TRUSTEES**

**June 17, 2026**

**5:30 p.m.**

#### **Members**

Ann Silver, Chair  
Lea Moser, Vice-Chair  
Gianna Jacks, Trustee  
Marie Rodriguez, Trustee  
Tami Ruf, Trustee

**Incline Village Library**  
**845 Alder Avenue, Incline Village, NV**  
**89451**

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#### **Location**

This meeting will be held at the physical location designated on this agenda, but one or more of the Library Board of Trustees may attend and participate by a remote technology system. Members of the public wishing to attend the meeting may do so at the designated physical location or may otherwise participate as stated in the Public Comment section. The Chair or their designee will make reasonable efforts to ensure that members of the public body and members of the public present at the physical location can hear or observe each member attending by remote technology system, and each member of the public body in attendance can participate in the meeting. Members of the public can view the meeting live on the Library System YouTube channel accessible through the following link:

<https://www.youtube.com/washoecountylibrary>

#### **Forum Restrictions and Orderly Conduct of Business**

The Library Board of Trustees conducts the business of the Washoe County Library system and its citizens during its meetings. The orderly, efficient conduct of the meeting is integral and necessary to allow the Board to conduct business. The Chair or presiding officer may order the removal of any person whose statements or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, threatening use of physical force, or any other acts intended to impede the meeting or infringe on the rights of the Library Board of Trustees, staff, or meeting participants. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place, and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

### **Public Comment**

Public comments, whether listed on the agenda or not, are welcomed during the Public Comment period at the beginning of the meeting before any items on which action may be taken are heard by the Library Board and again at the end of the meeting before the adjournment of the meeting. Public Comment is limited to three (3) minutes per person. Persons may not allocate unused time to other speakers. During the "Public Comment" items, anyone may speak pertaining to any matter either on or off the agenda. Anyone wishing to provide live public comment may do so in person. Additionally, persons are invited to submit comments in writing by emailing Siera Schubach at the email listed below. Must include subject line "For Public Comment". The County will make reasonable efforts to send all email comments received by 4:00 p.m. on the business day before the meeting to the Trustees prior to the meeting.

[sschubach@washoecounty.gov](mailto:sschubach@washoecounty.gov)

### **Response to Public Comment**

The Board can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment periods, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from the Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. To ensure the public has notice of all matters the Board will consider, Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for Staff action, or to ask that a matter be listed on a future agenda. The Board may do this either during the public comment item or during the following item: "Board Comment – limited to announcements, strategic plan activity updates, or issues proposed for future agendas and/or workshops."

### **How to Get Copies of Agendas and Support Documentation**

Copies of agendas and supporting documentation for items on the agenda are available to members of the public at the Downtown Reno Library Administration Office, 301 South Center Street, Reno, Nevada, and may be obtained by contacting Siera Schubach at the email below. Copies of agendas and supporting materials are also posted on the following websites:

[www.washoecountylibrary.us](http://www.washoecountylibrary.us)

<https://notice.nv.gov>

[sschubach@washoecounty.gov](mailto:sschubach@washoecounty.gov)

**Special Accommodations**

We are pleased to make reasonable accommodations for members of the public who are disabled, who need special accommodations or assistance, and wish to attend meetings. Should you require special assistance or accommodations for any Board meeting, please contact library administration, at least 24 hours prior to the date of the meeting.

**Possible Changes to Agenda and Timing**

The Library Board of Trustees may take agenda items out of order, may consider two or more items in combination, may remove one or more items from the agenda, or delay discussion on an item. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

**Posting of Agenda**

Pursuant to NRS 241.020(4)(b), the agenda for the Trustees' meeting has been posted at the following locations: Washoe County Courthouse, Washoe County Administration building, Downtown Reno Library, Incline Village Library, North Valleys Library, Northwest Reno Library, Sierra View Library, South Valleys Library, Spanish Springs Library, and Sparks Library. Further, in compliance with NRS 241.010, this notice has been posted on the official website for the Washoe County Library System at:

[www.washoecountylibrary.us](http://www.washoecountylibrary.us)

<https://notice.nv.gov>

The Board of Trustees may take action only on the items below that include the words "For Possible Action" after the description. The Board will not take action on any other items.

- 0. Salute to the Flag**
- 1. Roll Call [Non-Action Item]**
- 2. Reports**
  - a) Brief Budget Update: presented by David Solaro [Non-Action Item]**
  - b) Brief Branch Report: presented by Amanda McPhaill, Incline Village Branch Manager [Non-Action Item]**
  - c) Director's Report: presented by Lisa McClure: 30/60/90 Day and One-Year Working Plan Progress [Non-Action Item]**

**Attachments:** [30-60-90 for Bd Report 6-17-26 Final](#)

- 3. Public Comment – Three Minute Time Limit Per Person [Non-Action Item]**

*No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda*

Emailed public comments

**Attachments:** [emailed comments](#)

- 4. Board Comment [Non-Action Item] – Limited to Announcements, Strategic Plan Activity, Updates or Issues Proposed for Future Agendas and/or Workshops**

**5. Approval of Meeting Minutes**

Approval of Minutes from the Library Board meeting on May 20, 2026 [For Possible Action].

**Attachments:** [20260520 LBOT Minutes](#)

**6. General Business**

a) **Election of Chair for Library Board of Trustees for Fiscal Year 2027 [For Possible Action]**

b) **Election of Vice-Chair for Library Board of Trustees for Fiscal Year 2027 [For Possible Action]**

c) **Appointment of One Library Board Trustee to Friends of Washoe County Library Liaison [For Possible Action]**

d) **Approval of Library Board of Trustees Meeting Schedule 2026-2027 [For Possible Action]**

**Attachments:** [Washoe County Library Board of Trustees Meeting Locations 2026-27](#)

e) **Approval of Library Holidays and Closures for FY 2027 [For Possible Action]**

**Attachments:** [Washoe County Library Holiday 2026-27](#)

f) **Acknowledge Notice of Proposed Action regarding the Judith Ann Forsmo Living Trust Legacy Fund for the sole benefit of the Incline Village Library. [For Possible Action]**

**Attachments:** [06-17-26 - Library Board Staff Report - Item 6i - Judith Ann Forsmo Living Trust](#)

g) **Acknowledge 3rd Quarter Fiscal Year 2025-2026 Cash and Non-Cash Donations received by Washoe County Library between January 1 and March 31, 2026, for a combined total of \$123,908.75. [For Possible Action]**

**Attachments:** [06-17-26 - Library Board Staff Report - Item 6j - Q3 123,908.75 donations](#)  
[25-26 Q3 donation list](#)  
[FY 2025-2026 Q3 GF Reports](#)

h) **Discussion of Conflicts of Interest presented by Herb Kaplan, Deputy District Attorney [Non-Action Item]**

i) **Discussion of Monthly Educational Item: A Pathway to the Strategic Plan. This Month: Partnerships, Advocacy, and Marketing Campaigns: Proving WCLS is a Relevant and Essential Service for the Public Good [Non-Action Item]**

**Attachments:** [LIBRARY BOARD OF TRUSTEES MEETING--Director Education Segment--Relevant & Essential 6-17-26](#)

**7. Public Comment – Three Minute Time Limit Per Person [Non-Action Item]**

*No discussion or action by the Board may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.*

**8. Staff Announcements [Non-Action Item]**

*No discussion or action may be taken upon any matter raised under this comment section until the matter has been specifically included on an agenda.*

**9. Adjournment**



WASHOE COUNTY  
LIBRARY SYSTEM  
www.washoecountylibrary.us

LIBRARY BOARD OF TRUSTEES MEETING

WEDNESDAY, June 17, 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
- b. **Program Assessment:** Visit and Review (current and on-going)
  - i. Best Practices
  - ii. Assess Impact (Outcomes based-Review), not currently measured
- c. **Staffing Review**
  - i. Flat organizational chart, needs new positions to increase capacity of staff to deliver outcomes
  - ii. Need Planning Time/Time off Desk to do more than basic services—*we are better than that!* Talented staff unable to use full talents—paying senior staff to do menial work (too many branch managers are working the desk)
  - iii. Possible schedule adjustment for meetings and professional development
- d. **Board Review**
  - i. Board Training for Trustee role and Significant Developments in Librarianship
  - ii. Take on Role in Advocacy
- e. **Staff Projects:** Hot Topics (significant field developments), Award and grant pursuit

**2. 60 Days—Budget, Partnerships, Community Assessment**

- a. **Budget Review:**
  - i. Changing Budget (Single Fund)
  - ii. System-wide purchasing--Budget must reflect actual types and estimated purchases in correct categories (no large negative line item expenditures)
  - iii. Budget must contain funding for outcomes-based programming, outreach, special events, marketing, technology, more (zero budget currently). *Core services should not be funded by gifts or in random categories.*
  - iv. Strategic Budget priorities must be reflected in actual budget—real needs and real solutions, what staff should be spending money on! Create better system-wide purchasing assessments (lack of review, so too many last-minute purchases)
  - v. Assess Capital Improvement plans: Regularly submit important capital items to budgets. Very few requests have been made in recent years.
- 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 Forecast**--Forecast future renovations and new branches based on population and service needs
  - iii. **Complete Technology Forecast**—Forecast future tech needs, monitoring age of current resources and data/power needs for the future

- iv. **Complete Staffing Review**—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: Staff creating lists of current (limited) and possible partners
  - ii. Partnership Visits Set up and Attending: Individual and Small Group meetings
  - iii. Reviewing Memorandums of Understanding, opportunities for agreements “with teeth.”
- 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**—page held in quarterly *Explorer for dates(due July 14)*—by Group (Families, Teens, Parents, Adults/Seniors, Vulnerable Populations, Small Businesses, Education groups, Techies, etc.)
    - 1. Staff Meetings: August - September
    - 2. Resident Meetings: September - December
    - 3. Partners Meetings: October – November
  - 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)

**For Public Comment**

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**From** Jan bishop

**Date** Mon 6/15/2026 3:47 PM

**To** Schubach, Siera <SSchubach@washoecounty.gov>

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**This Message Is From an External Sender**

This message came from outside of Washoe County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.

[Report Suspicious](#)

For the record and public comment please responsibly select individuals who have knowledge of the challenges of Washoe County Libraries and have been actively supporting the libraries over the past few years. Select individuals who have experience serving on a board, and/or are educators.

Sincerely,

Janice Bishop,

Retired Washoe County School District Employee, 46 years experience.

FOR APPROVAL



LIBRARY BOARD OF TRUSTEES MEETING MINUTES

WEDNESDAY, May 20 2026

5:30 P.M.

DOWNTOWN RENO LIBRARY

301 S. Center Street, Reno NV 89501

Library Trustees:

Ann Silver, Chair

Lea Moser, Vice Chair

Gianna Jacks, Trustee

Tami Ruf, Trustee

Marie Rodriguez, Trustee

0) Salute to the Flag led by Trustee Rodriguez

1) Roll Call [Non-Action Item]

- Present: Chair Silver, Vice Chair Moser, Trustee Jacks, Trustee Rodriguez
- Absent: Trustee Ruf

2) Public Comment –Three Minute Time Limit Per Person [Non-Action Item]

- Amy Pulver: Welcomed the new director. Questioned the board about the process for appointing and evaluating the director. Emphasized that the board wants a successful director and that success should start with a clear six-month workplan followed by an objective one-year review to help shape plans for 2027. Urged the board not to repeat past mistakes and to establish a clear and fair workplan.
- Cate Salim: Welcomed the new director and raised two concerns: the board hasn't discussed the budget since last summer, and meeting minutes haven't included her previously submitted written comments. She asked for the budget to be agendaized and resubmitted her April 15 written comments for inclusion.
- Drew Ribar: Welcomed the new director and spoke about free speech and past issues with being banned from the library's Facebook page. Echoed concerns about inaccuracies of meeting minutes and missing public comments. Thanked the board, praised Gianna Jacks, and noted his Republican Party endorsement and the upcoming June 9 primary.
- Laura Wetherington: Clarified that she does not support harassment or violence and wants everyone to feel safe. Raised concerns about conflict of interest issues on the board, citing an example where a trustee allegedly involved with a book-challenging group did not disclose or recuse themselves. Urged the board to improve accountability and proposed adding three items to the next agenda: defining and requiring disclosure of conflicts of interest, amending bylaws to require trustee training, and developing questions for County Commissioners to

use when interviewing trustee candidates. Emphasized that her comments were not meant as a personal attack on any one member.

3) Board Comment [Non-Action Item] – Limited to Announcements, Strategic Plan Activity, Updates or Issues Proposed for Future Agendas and/or Workshops

- Chair Silver shared appreciation for public comment, particularly regarding the lack of understanding regarding the budget and concern over written public comments being omitted.
- Vice Chair Moser wondered if conflict of interest should be added to the bylaws. DDA Kaplan noted that other boards do include provisions in their bylaws.

4) Approval of Minutes from the Library Board meeting on April 15, 2026 [For Possible Action]

- Trustees discussed the lack of written comment attachments. Chair Jacks noted the exclusion may have been an oversight or the full packet was not printed for the board. DDA Kaplan advised that the written comments should be included in the official record. Chair Silver asserted she would investigate the situation.
- On motion by Trustee Rodriguez, seconded by Vice Chair Moser, which motion duly carried on a 3-1 vote, the meeting minutes from April 15, 2026 were approved.

5) General Business

a) Director's Report presented by Lisa McClure: 30/60/90 Day and One-Year Working Plan Progress [Non-Action Item]

- Director McClure introduced herself and shared her background. McClure shared her goal to make a plan that focuses on staff leadership, organizational structure, and creating a strategic budget. Expressed her desire to see the community positively impacted and for the library to deliver a return on investment.
- McClure presented an extensive outcomes-based evaluation and planning framework which included;

- 30-Day Assessment: Library assessment - branch visits, staff engagement, operational review.
  - 60-Day Assessment: Community partner review and evaluation of existing agreements.
  - One-Year Working Plan: Data gathering, needs assessment, county alignment, community visioning sessions, and creation of three successive strategic plan drafts. Noted community disparities and literacy scores within Nevada.
- McClure emphasized that the strategic plan is a collaborative effort and will incorporate community goals for the library. Noted this process will be somewhat lengthy and the data gathering will take several months.
  - Shared previous strategic plan goals and how the library system has met their previous goals, including engagement with school-age children and library card signups.
  - Chair Silver thanked McClure for her thoughtful, optimistic, and informative presentation. Appreciated McClure's engagement with the public.
  - Vice Chair Moser expressed her appreciation for McClure's report. Noted statistics McClure shared and her hope that future trustees will lobby for increased partnerships for school-age children to help foster healthy lives and futures away from crime.

b) Monthly Educational Item: A Pathway to the Strategic Plan. This Month: Outcomes-Based Public Librarianship [Non-Action Item]

- Director McClure shared her high standards for libraries and passion for strengthening communities through library programming and offerings.
- Noted the need for new administrative positions to increase grant funding, data gathering, and budget analysis.
- Director McClure emphasized her focus on outcomes-based librarianship rather than task-based programming, and identified community challenges such as third

grade reading proficiency, educational disparities, summer learning loss, and branch equity needs.

- McClure discussed staff training, structural and budget limitations, and the need for program, outreach, and marketing budgets.
- McClure stressed the importance of evaluation, community engagement, advocacy, and empowering staff with resources and leadership support.
- Chair Silver noted McClure is joining the library at a pivotal time and appreciated her community-based viewpoint and her comment that the library board is an advocate for the system.

6) Public Comment – Three Minute Time Limit Per Person [Non-Action Item]

- Sean Sullivan: Praised McClure’s data-driven approach and plan to separate marketing and grant roles. After reviewing bylaws and NRS ethics rules, he noted that trustees face few consequences for violations. Suggested an investigation to restore public trust and recommended adding accountability provisions for trustees, including himself as an applicant for the board.
- Laura Wetherington: Urged the board to support library leadership and to train new board members on the ethics and responsibility of their position. Suggested outlining and defining “conflict of interest” in the bylaws and how to handle the situation should it arise. Noted that City of Reno boards ask if there is anything that needs to be disclosed before a vote is taken.
- Andrea Tavener: Welcomed the new director. Commended staff for their commitment to the library system during challenging times. Suggested timelines for the strategic plan be agendaized and shared with the public. Expressed relief for the strategic plan extension. Thanked the director for taking the job and board for selecting her.
- Drew Ribar: Noted his candidacy for Assembly District 40. Spoke on gender-related debates and encouraged gender neutrality. Appreciated having access to Facebook and urged the board and director to stay politically neutral.

#### 7) Staff Announcements [Non-Action Item]

- Spanish Springs Branch Manager, Jana MacMillan, informed the board about evaluations made by structural engineers on the library branch's foundation and the cracking found there. The engineers deemed the building safe and repairs are planned but not scheduled.
- Debi Stears, Collections Development Manager, reported the success of the Downtown Reno Library 60<sup>th</sup> Anniversary celebration. About 587 community members attended. Shared a proclamation was sent from Senator Jacky Rosen to celebrate the event. Thanked the Chamber of Commerce for providing funding for refreshments.

#### 8) Adjournment

- Chair Silver invited the audience to enjoy cake in honor of the new director's first meeting.
- Chair Silver adjourned the meeting at 7:15 pm.

resubmitted.

4/15/2024

Good evening, members of the Board and Director. My name is **Cate Salim**. I am here to address a pattern of conduct that threatens public participation: the right of a citizen to speak without being targeted by those in power.

Over the past year, a Board member has contacted a member of the public nine times regarding their public comment. But it didn't stop there. The Trustee's father, Jim Shirk, has filed extensive public records requests targeting my private emails with a journalist and even my professional emails at my workplace.

Trying to put a resident's job at risk by dragging their employer into a political dispute is a predatory tactic. It is meant to ensure that the "cost" of speaking at this microphone includes the threat of losing one's livelihood.

While public records laws are vital for transparency, they are being used here as a weapon. This is a clear attempt to "chill" public speech. It signals that any critic will have their private and work lives searched. This creates an environment of fear. If the price of speaking is a year of unwanted contact and retaliatory searches by a Trustee's family, few people will ever feel safe enough to speak again.

This Board and the County Commissioners cannot hide behind "gray areas" in the law. When an official and their family use public tools to harass people at their homes and jobs, this Board's silence makes you part of the problem.

This behavior is wrong. It suggests that you view the public not as people to serve, but as enemies to investigate. I am asking this Board to take three immediate steps:

1. Determine if these actions violate the Board's Code of Ethics or state ethics standards regarding the use of a public position to harass.

2. Prohibit Trustees from using their influence or their families to engage in retaliation.
3. Finally, I ask the Chair to formally state that this room is a safe space for all views and that retaliation—direct or through others—will not be tolerated.

A library board should protect the First Amendment. When a Trustee's conduct chills public speech, the Board has failed. It is time to draw a clear line between public service and personal grudges. Thank you.

Submitted by  
5-20-2026  
Laura Wetherington

### Three Recommendations

For your next meeting, this board could put on the agenda:

1. An action item recommending that the LBOT bylaws be amended to define conflicts of interest and require Trustees to publicly disclose potential conflicts before casting votes,
2. An action item recommending that the bylaws be amended to require Trustees to complete the Nevada State Libraries Trustee training,
3. An action item to collect questions for the BCC to consider when interviewing potential Trustees, including asking if candidates belong to groups who may bring matters before the Library Board and how those candidates intend to deal with those situations.

## **Washoe County Library Board of Trustees Meeting Locations**

July 15 South Valleys Library / SO library update

August 19 Sierra View Library / Library Collection Update

September 16 Sparks Library / Marketing and Communications

October 21 Northwest Reno Library / NW Library Update

November 18 North Valleys Library / NV Library Update

December 16 Sierra View Library / SV Library Update

January 20 Downtown Reno Library / Library Development report

February 17 Sparks Library / Sparks Library Update

March 17 Sparks Library / Youth Services and Library Events Team

April 21 Spanish Springs Library / SS Library Update

May 19 Downtown Reno Library / DT RN Library Update

June 16 Incline Village Library / Incline Village Library Update

## **Washoe County Library Holiday/Closure Schedule FY 2026/2027**

Independence Day – Friday, July 3

Labor Day – Monday, September 7

Nevada Day – Friday, October 30

Veterans Day – Wednesday, November 11

Wednesday Before Thanksgiving – Close at 4 pm

Thanksgiving – Thursday, November 26

Family Day – Friday, November 27

Staff Day – Thursday, December 10 (half day/full day depending on service models)

Christmas Eve – Thursday, December 24 (all branches close at 4 pm)

Christmas – Friday, December 25

New Year's Eve – Thursday, December 31 (all branches close at 4 pm)

New Year's Day – Friday, January 1

Martin Luther King Jr. Day – Monday, January 18

Presidents Day – Monday, February 15

Staff Day – Thursday, May 13 (half day/full day depending on service models)

Memorial Day – Monday, May 31

Juneteenth – Friday, June 18

## STAFF REPORT

LIBRARY BOARD MEETING DATE: June 17, 2026

**DATE:** June 12, 2026

**TO:** Library Board of Trustees

**FROM:** Jamie Hemingway, Development Officer, Library  
775-327-8360, [JHemingway@washoecounty.gov](mailto:JHemingway@washoecounty.gov)

**THROUGH:** Lisa McClure, Library Director

**SUBJECT:** Recommendation to acknowledge the Notice of Proposed Action regarding the Judith Ann Forsmo Living Trust Legacy Fund for the sole benefit of the Incline Village Library. [For Possible Action]

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## SUMMARY

The Judith Ann Forsmo Living Trust intends to give and bequeath 50% of the trust residue, after expenses, to the Tahoe Community Foundation in order to establish a permanently endowed Legacy Fund named the Judith Ann Forsmo Incline Village Library Legacy Fund. The charitable purpose of the Fund shall be to support the Incline Village Library branch of Washoe County Library System.

**Washoe County Library System Strategic Objective supported by this item:**  
Provide Welcoming Spaces

## PREVIOUS ACTION

No previous action.

## BACKGROUND

Judith Ann Forsmo was a long-time resident of Incline Village and a devoted volunteer at the Incline Village Library for approximately 25 years. As Trustee of the Judith Ann Forsmo Living Trust, Grace Fuller, who was personally acquainted with Judith, has determined that 50% of the trust residue, after expenses, will go to the Tahoe Community Foundation (TCF) in order to establish a permanently endowed Legacy Fund named the Judith Ann Forsmo Incline Village Library Legacy Fund. The charitable purpose of the Fund shall be to support the Incline Village Library branch of Washoe County Library System.

Under TCF's administration, the endowed fund will provide grants to support the Incline Village Library at least once annually, based on projects submitted by the Library.

**FISCAL IMPACT**

Grants from the Fund will be made annually with the disbursement amount determined by the Community Foundation's Endowment Spending Policy in place at the time of calculation. This policy currently states: Each year the annual disbursement amount shall be calculated as 4% of the twelve-quarter rolling average of the full fund balance as of the 31st of December. The Endowment Spending Policy is set by the Community Foundation Board of Directors and may be changed at any time.

Unless modified through the exercise of the Community Foundation's variance power, recipients of grants from the Fund shall be limited to Washoe County Library System and its successor agencies for the Incline Village Library, and to other nonprofit organizations sponsoring or undertaking improvements, purchases, programs, or events for the Incline Village Library.

**RECOMMENDATION**

Staff recommends that the Library Board of Trustees acknowledge the Notice of Proposed Action regarding the Judith Ann Forsmo Living Trust Legacy Fund for the sole benefit of the Incline Village Library.

**POSSIBLE MOTION**

Should the Library Board of Trustees agree with staff's recommendation, a possible motion would be: *“move to acknowledge the Notice of Proposed Action regarding the Judith Ann Forsmo Living Trust Legacy Fund for the sole benefit of the Incline Village Library.”*

## STAFF REPORT

LIBRARY BOARD MEETING DATE: June 17, 2026

**DATE:** June 12, 2026

**TO:** Library Board of Trustees

**FROM:** Jamie Hemingway, Development Officer, Library  
775-327-8360, [JHemingway@washoecounty.gov](mailto:JHemingway@washoecounty.gov)

**THROUGH:** Lisa McClure, Library Director

**SUBJECT:** Recommendation to acknowledge Third Quarter Fiscal Year 2025-2026 Cash and Non-Cash Donations received by Washoe County Library between January 1 and March 31, 2026, for a combined total of \$123,908.75. [For Possible Action]

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## **SUMMARY**

Monetary donations from generous donors in the amount of \$123,908.75 were received by Washoe County Library during the Third Quarter of Fiscal Year 2025-2026.

**Washoe County Library System Strategic Objective supported by this item:**  
Stimulate Imagination and Provide Welcoming Spaces

## **PREVIOUS ACTION**

No previous action.

## **BACKGROUND**

The Library Board of Trustees, the governing authority of Washoe County Library System, is authorized by Nevada Revised Statutes, Section 379.026 to establish with the County Treasurer/Comptroller, as custodian, a special fund known as the Washoe County Library System Gift Fund (hereinafter Gift Fund). The monies in the Gift Fund must be derived from all or any part of any gift, bequest or devise, including the interest thereon. The gift fund is a separate and continuing fund and no money in it shall revert to the General Fund of the County at any time.

In the third Quarter of Fiscal Year 2025-2026, Washoe County Library received monetary donations from generous donors who designated funds for materials and support of specific libraries. The attached document identifies all cash donations totaling \$123,908.75. Upon acknowledgement by the Library Board of Trustees, these funds will be made available for use by Washoe County Library.

**FISCAL IMPACT**

The reported Third Quarter Fiscal Year 2025–2026 donations will increase Gift Funds by \$123,908.75. Monies in the Gift Fund may be used for the construction of new library buildings, capital improvement to existing buildings, special library services or programs, staff development and training, collection development, equipment and furniture, and other identified Library purposes.

<b>Gift Fund</b>	<b>Donations</b>
See attached report	\$123,908.75

**RECOMMENDATION**

Staff recommends that the Library Board of Trustees acknowledge Third Quarter Fiscal Year 2025-2026 Cash and Non-Cash Donations received by Washoe County Library between January 1 and March 31, 2026, for a combined total of \$123,908.75.

**POSSIBLE MOTION**

Should the Library Board of Trustees agree with staff’s recommendation, a possible motion would be: *“move to acknowledge Third Quarter Fiscal Year 2025-2026 Cash and Non-Cash Donations received by Washoe County Library between January 1 and March 31, 2026, for a combined total of \$123,908.75.”*

We receive monetary and in-kind donations throughout the year that assist in providing services and materials. These donations are greatly appreciated by the Library Board of Trustees, staff, and the public. The list includes the names of donors from January 1, 2026, through March 31, 2026

**Cash Donations: \$123,858.75**

**Anonymous Donations/Wishing Well (12)-to (SO)-for as needed-Total \$540.00**

**Anonymous Donor-to (RN)-for as needed-\$5,000.00**

**Bernard Saunders Donation-to (RN)-for Books and Materials \$200.00**

**Better World Books Donations (3)- for Books and Materials-Total \$1,732.88**

**Community Foundation of NN Donation-to Admin.-for General Support \$585.87**

**Derwent Bowen Donation-IMO Wynona (Nonie) June Higgins-to (SP)-for as needed \$500.00**

**Friends of Washoe County Library:**

- **GSYSTECH (35%) \$38,500.00**
- **GIFT/MATERIALS (30%) \$33,000.00**
- **GYSMKT (10%) 11,000.00**
- **GSYSTRAIN (5%) \$5,500.00**
- **GSYSLE-Prize Books (15%) 16,500.00**
- **GSYSLE-Programming (5%) 5,500.00**

**Jackie and Sam Viviano Donation-to (IV)-for as needed-\$120.00**

**Jod Davison Donation-to (SP)-\$25.00/Libby Online and \$25.00/Programs-Total \$50.00**

**Marsha Lloyd Donation-to (SS)-for Collection Development and other library needs-\$5,000.00**

**Roland A. and Jean A. Pagnie Donation-to (NW)-for as needed-\$30.00**

**Sharon Snell Donation-to (SO)-for as needed-\$100.00**

**In-Kind Donations:**

**Lelia and Matt Price- to (RN) Cricut supplies donated**

We strive to ensure that our donors and supporters are recognized accurately. If we have inaccurately not listed you, or if a mistake has been made, please let us know so we can correct it. Thank you!

**ACCOUNT**

	<b>.Jan-26</b>	<b>.Feb-26</b>	<b>.Mar-26</b>
GADMINBAGS	\$ 3,932.50	\$ 3,974.00	\$ 4,009.00
GCCERWIN	\$ 1,066.47	\$ 1,066.47	\$ 1,066.47
GSYSLE-PRIZE BOOKS	\$ 2,799.53	\$ 24,799.53	\$ 24,799.53
GSYSHEADPHONES	\$ 4,626.62	\$ 4,686.81	\$ 4,750.87
GSYSINT	\$ 72,901.85	\$ 75,818.73	\$ 78,688.13
GSYSMKT	\$ 19,907.82	\$ 30,390.62	\$ 30,390.62
GSYSREADCAMPAIGN	\$ 25,293.27	\$ 25,293.27	\$ 25,293.27
GSYSFRIENDSTECH	\$ 105,197.68	\$ 143,482.64	\$ 141,396.61
GSYSTRAIN	\$ 5,169.19	\$ 10,669.19	\$ 10,669.19
GSYSWHYMAN	\$ -	\$ -	\$ -
GIFT-MATERIALS	\$ 89,727.06	\$ 122,927.06	\$ 123,599.95
GIVSMALLWOOD	\$ 22.05	\$ 22.05	\$ 22.05
GNWHOLOCAUST1	\$ 865.38	\$ 865.38	\$ 865.38
GADMIN1	\$ 2,008.40	\$ 2,594.27	\$ 2,148.89
GDUNCAN1	\$ 369.63	\$ 344.05	\$ 344.05
GINCLINE1	\$ 7,649.95	\$ 7,597.84	\$ 7,672.71
GNVALLEY1	\$ 5,058.35	\$ 5,073.66	\$ 5,476.68
GNORTHWEST1	\$ 47,944.09	\$ 47,993.96	\$ 47,789.81
GRENO1	\$ 397,268.17	\$ 397,435.28	\$ 397,161.79
GSENIOR1	\$ 45,005.35	\$ 45,005.35	\$ 45,005.35
GSPARKS1	\$ 31,038.74	\$ 29,439.93	\$ 29,677.68
GSPRINGS1	\$ 31,594.37	\$ 31,507.47	\$ 32,195.40
GSVALLEYS1	\$ 19,759.83	\$ 19,629.36	\$ 20,608.63
GSVIEW1	\$ 59,991.27	\$ 59,310.44	\$ 58,714.28
GSYSREAD	\$ 136.98	\$ 136.98	\$ 136.98
GSYSTEMS1	\$ 136.44	\$ 136.44	\$ 136.44
GTECH1	\$ 1,071.60	\$ 1,071.60	\$ 1,071.60
GVERDI1	\$ 368.22	\$ 368.22	\$ 368.22

**TOTALS: \$ 980,910.81 \$ 1,091,640.60 \$ 1,094,059.58**





**LIBRARY BOARD OF TRUSTEES MEETING—EDUCATION SEGMENT  
WEDNESDAY, June 17, 2026**

**REPORT: A Pathway to the Strategic Plan: Partnerships, Advocacy, & Marketing Campaigns--  
*Proving WCLS is a Relevant and Essential Service for the Public Good***

**1. Strategic Gap Analysis: takes us from *Where We Are* to *Where We Want to Be***

- a. Assess the Need
- b. Determine Priorities and Expected Outcomes
- c. Create Implementation Plan
- d. **Educate** Partners, Government Officials, County Partners, Community-Based Organizations, Schools (especially Administration), Community Leaders, and Community Members for Collective Impact, Joint Support, and Strategic Partnerships for Success
  - i. Prove: ***Relevant and Essential Service***
  - ii. Marketing Campaign establishes **WCLS as place where learning begins**
    1. WCLS is **“Your Partner in \_\_\_\_\_”**
    2. Libraries have Significant Value in Community
- e. Increase Participation and Support: A Place at the Table, Claiming the Driver’s Seat
- f. Increase Strategic Budget for Strategic Funding: Find Out What We Really Can Do!—A Natural Path to Success

**2. Educate: Public Librarianship**

- a. Educated Staff
- b. Opportunities for Discovery
- c. Opportunities to Leap Barriers
- d. Real-Life Applications and Cost-Savings—Outcomes-Based Services = Impact!
- e. Awards bring Recognition

**3. Educate: A Third Place**

- a. Social Engagement, Collaboration and Experimentation
- b. Market as The Place to BE

**4. Educate: Finances**

- a. How Adequate Library Funding determines Strategy and defines Community Success
- b. How Strong Partnerships and Joint Funding Enables Collective Community Success

**5. Educate: Resources & Partnerships**

- a. Learning Resources: What does library hold? How can resources bring you success?
- b. What do your Organizations Need? (Start with an Offer to Potential Partners)---Our Ask comes Last--*after* our support of community success