



WASHOE COUNTY

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STAFF REPORT

TRUSTEE MEETING DATE: April 15, 2026

DATE: April 3, 2026

TO: Library Board of Trustees

FROM: Dave Solaro, Assistant County Manager

SUBJECT: Recommendation to acknowledge an Employment Agreement for Lisa McClure to serve as the Washoe County Library Director, starting April 20, 2026 until April 30, 2028, including provisions for an annual salary of \$183,580.00, and employment benefits and other provisions common to executive employment contracts administered by Washoe County; and authorize the Library Board of Trustees Chair to execute the agreement on behalf of the Board. [For Possible Action]

SUMMARY

Staff is requesting that the Board acknowledge an Employment Agreement for Lisa McClure to serve as the Washoe County Library Director, starting April 20, 2026, until April 30, 2028, including provisions for an annual salary of \$183,580.00, and employment benefits and other provisions common to executive employment contracts administered by Washoe County.

This action is intended to formalize the appointment of the Library Director following a competitive selection process and to ensure continuity of leadership for the Washoe County Library System in alignment with statutory requirements and County policy. The proposed agreement reflects terms and conditions that are consistent with those provided to other unclassified management employees, supporting the County's commitment to equitable and transparent executive employment practices.

PREVIOUS ACTION

At the Special Meeting of the Library Board of Trustees on March 2, 2026, the Board selected Lisa McClure as the top candidate for Library Director and provided direction to staff to negotiate an employment contract to be brought back to the Board.

BACKGROUND

The position of Washoe County Library Director is established under Nevada Revised Statutes (NRS) Chapter 379, which authorizes counties to create and maintain public libraries and vests the authority to appoint a library director with the governing board of

AGENDA ITEM # _____

trustees. Specifically, NRS 379.025 provides that the Library Board of Trustees may appoint a library director and determine the terms and conditions of employment, subject to applicable county policies and procedures.

The employment agreement for the Library Director is structured to reflect both statutory requirements and established County practices for executive management positions, ensuring consistency in the administration of compensation, benefits, and working conditions across unclassified management roles. The agreement is in compliance with all relevant Washoe County policies and ordinances, including those pertaining to personnel administration and ethical conduct. The process for negotiating and memorializing the terms of executive employment agreements, such as that for the Library Director, is designed to support transparent governance and to uphold the County's commitment to equitable employment practices in alignment with legal and organizational standards.

FISCAL IMPACT

The employment agreement for the Washoe County Library Director is structured to align with the County's established financial planning and budgetary practices for executive management positions. Funding for the position, including all compensation and benefits, is sourced from the Washoe County Library System's annual operating budget, Fund 130, which is approved by the Board of County Commissioners as part of the County's overall budget process in accordance with Nevada Revised Statutes and County policy.

The agreement's provisions for cost-of-living adjustments, merit increases, and benefits are designed to mirror those provided to other unclassified management employees, ensuring fiscal consistency and predictability across executive contracts. Any adjustments to compensation or benefits during the term of the agreement are subject to the same budgetary controls and review processes as other executive positions and are contingent upon the availability of appropriated funds within the Library System's budget.

The fiscal impact of this agreement is therefore integrated into the County's multi-year financial strategy and does not require additional appropriations outside of the standard budget cycle. Funds are available in Washoe County Fund 130.

RECOMMENDATION

It is recommended by staff that the Library Board of Trustees acknowledge an Employment Agreement for Lisa McClure to serve as the Washoe County Library Director, starting April 20, 2026 until April 30, 2028, including provisions for an annual salary of \$183,580.00, and employment benefits and other provisions common to executive employment contracts administered by Washoe County; and authorize the Library Board of Trustees Chair to execute the agreement on behalf of the Board.

POSSIBLE MOTION

Should the Trustees agree with the staff's recommendation, a possible motion would be: "Move to acknowledge an Employment Agreement for Lisa McClure to serve as the Washoe County Library Director, starting April 20, 2026 until April 30, 2028, including provisions for an annual salary of \$183,580.00, and employment benefits and other

provisions common to executive employment contracts administered by Washoe County; and authorize the Library Board of Trustees Chair to execute the agreement on behalf of the Board.”