

**NOTICE of PUBLIC MEETING/AGENDA
of the
DOUGLAS COUNTY LAW LIBRARY BOARD
September 21, 2022**

A regular meeting of the Douglas County Law Library Board will be held on **September 21, 2022** beginning at **8:00 A.M.** The meeting will be held in a hybrid format to include in person at the Douglas County Judicial Law Enforcement Center, Department II Courtroom, 1038 Buckeye Road, Minden, Nevada and via Zoom by accessing the website:

<https://us06web.zoom.us/j/81409101465?pwd=WmtDdUhna0sydXhWQUZVOEc5aVQ4Zz09>

Meeting ID: 814 0910 1465, Password: 732721. The public may also call in live by using telephone number: **(888) 475 4499, Meeting ID: 814 0910 1465, Password: 732721.**

The Law Library Board reserves the right to take items in a different order; to combine two or more agenda items for consideration; and to remove items from the agenda or delay discussion relating to an item on the agenda at any time.

The Board, through its president, may prohibit a comment if the comment is on a topic that is not relevant to, or within the authority of the public body or if the comment is repetitious or willfully disruptive of the meeting. Written materials filed with the Board are part of the record and do not need to be read aloud. Citizens are encouraged to submit written materials well in advance of the scheduled meeting so the Board of Trustees will have time to review them before the public hearings begin. Members of the public body may submit written material or request supporting material for the meeting by contacting Erin C. Plante by email at eplante@douglas.nv.gov, telephone at 775-782-9951, by mail at P.O. Box 218 Minden, Nevada 89423, or by physical address at 1038 Buckeye Road, Minden, Nevada 89423.

Persons desiring an opportunity to address the Law Library Board who are not able to attend the meeting are requested to send an email to eplante@douglas.nv.gov at the Douglas County District Court at least 24 hours prior to the convening of the Law Library Board Meeting.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notifying Erin C. Plante at 775-782-9951 or eplante@douglas.nv.gov at least 20 hours in advance.

*Copies of this notice and agenda have been posted on or before 9 a.m. on the third working day before the meeting at the Douglas County Judicial and Law Enforcement

Center, the State of Nevada's official website <http://notice.nv.gov> and the Douglas County District Court's official website <https://douglasdistrictcourt.com/law-library/>. Copies of this notice and agenda, as well as supplemental/support material have been posted to the Douglas County's website https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1. However, this Board does not maintain the listed website and therefore timely posting of agendas on the website cannot be guaranteed.



Douglas County Law Library Board

Judicial Law Enforcement Center
Department II
1038 Buckeye Road
Minden, Nevada 89423
<http://www.douglascountynv.gov/>

Regular Meeting Agenda

Erin C. Plante
Judicial Executive Assistant

Wednesday, September 21, 2022, 8:00 AM In Person/Zoom – Instructions Provided in Notice

CALL TO ORDER AND DETERMINATION OF QUORUM

PUBLIC COMMENT

At this time, public comment will be taken on those items and matters within the jurisdiction and control of the Law Library Board. No action may be taken on a matter raised under public comment until the matter has been included specifically on an agenda as an item upon which action will be taken. Public Comment is limited to 3 minutes per speaker.

MINUTES APPROVAL

Wednesday, May 18, 2022 – Regular Meeting

AGENDA ITEMS

1. **For Discussion Only.** Discussion of the Law Librarian's quarterly report of the financial status of the Law Library. NRS 380.065.

PUBLIC COMMENT

At this time, public comment will be taken on those items and matters within the jurisdiction and control of the Law Library Board. No action may be taken on a matter raised under public comment until the matter has been included specifically on an agenda as an item upon which action will be taken. Public Comment is limited to 3 minutes per speaker.

ADJOURNMENT



Law Library Budget Performance Report

Fiscal Year to Date 08/31/22

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 222 - Law Library										
REVENUE										
Department 000 - Revenue										
Beg.Fund Bal./Reserves										
301.000	Opening Fund Balance	6,717.00	.00	6,717.00	.00	.00	.00	6,717.00	0	.00
301.100	Opening Fund Reserves	.00	.00	.00	.00	.00	.00	.00	+++	.00
Beg.Fund Bal./Reserves Totals		\$6,717.00	\$0.00	\$6,717.00	\$0.00	\$0.00	\$0.00	\$6,717.00	0%	\$0.00
Charges For Service										
341.601	Clerks Fees	18,000.00	.00	18,000.00	1,558.40	.00	1,538.40	16,461.60	9	1,746.37
Charges For Service Totals		\$18,000.00	\$0.00	\$18,000.00	\$1,558.40	\$0.00	\$1,538.40	\$16,461.60	9%	\$1,746.37
Miscellaneous Revenue										
360.800	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	.00
361.200	Interest On Investment	.00	.00	.00	.00	.00	.00	.00	+++	.00
361.205	Investment-FMV Adjust	.00	.00	.00	.00	.00	.00	.00	+++	.00
361.211	Invest. Earnings-LGIP	15.00	.00	15.00	.00	.00	13.67	1.33	91	1.54
361.212	Invest. Earnings-BNY Mellon	413.00	.00	413.00	.00	.00	35.93	377.07	9	67.11
361.250	Inv Service Fees (Contra)	(18.00)	.00	(18.00)	.00	.00	(.18)	(17.82)	1	(.16)
361.251	Bank Fees (Contra)	(11.00)	.00	(11.00)	.00	.00	.00	(11.00)	0	.00
Miscellaneous Revenue Totals		\$399.00	\$0.00	\$399.00	\$0.00	\$0.00	\$49.42	\$349.58	12%	\$68.49
Other Financing Sources										
392.050	Transf.In-General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Financing Sources Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 000 - Revenue Totals		\$25,116.00	\$0.00	\$25,116.00	\$1,558.40	\$0.00	\$1,587.82	\$23,528.18	6%	\$1,814.86
REVENUE TOTALS		\$25,116.00	\$0.00	\$25,116.00	\$1,558.40	\$0.00	\$1,587.82	\$23,528.18	6%	\$1,814.86
EXPENSE										
Department 391 - Law Library										
Salaries & Wages										
511.165	Holiday Overtime	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.166	Sick Buyback	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.167	Vacation Payout	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.168	Vacation Buyback	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.169	Comp Payout	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.999	Salaries-Offset	.00	.00	.00	.00	.00	.00	.00	+++	.00
Salaries & Wages Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



Law Library Budget Performance Report

Fiscal Year to Date 08/31/22

Exclude Rollup Account

Employee Benefits

511.190	Pact Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Employee Benefits Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00

Services & Supplies

520.139	Rents/Leases Copy Machine	.00	.00	.00	.00	.00	.00	.00	+++	.00
521.500	Central Svcs Cost Allocation	3,591.00	.00	3,591.00	.00	.00	.00	3,591.00	0	.00
532.055	Books & Periodicals	10,795.00	.00	10,795.00	.00	.00	675.94	10,119.06	6	1,328.68
550.102	Bank Fees-Checking	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Services & Supplies Totals</i>		\$14,386.00	\$0.00	\$14,386.00	\$0.00	\$0.00	\$675.94	\$13,710.06	5%	\$1,328.68

Capital Outlay/Projects

563.900	Board Designated	.00	.00	.00	.00	.00	.00	.00	+++	.00
564.500	Machinery & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
564.603	New Office 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

Other Financing Uses

619.000	Contingency	216.00	.00	216.00	.00	.00	.00	216.00	0	.00
<i>Other Financing Uses Totals</i>		\$216.00	\$0.00	\$216.00	\$0.00	\$0.00	\$0.00	\$216.00	0%	\$0.00

Ending Fund Bal/Reserves

625.103	Appropriated Reserve	.00	.00	.00	.00	.00	.00	.00	+++	.00
699.000	Ending Fund Balance	10,514.00	.00	10,514.00	.00	.00	.00	10,514.00	0	.00
<i>Ending Fund Bal/Reserves Totals</i>		\$10,514.00	\$0.00	\$10,514.00	\$0.00	\$0.00	\$0.00	\$10,514.00	0%	\$0.00
Department 391 - Law Library Totals		\$25,116.00	\$0.00	\$25,116.00	\$0.00	\$0.00	\$675.94	\$24,440.06	3%	\$1,328.68
EXPENSE TOTALS		\$25,116.00	\$0.00	\$25,116.00	\$0.00	\$0.00	\$675.94	\$24,440.06	3%	\$1,328.68

Fund 222 - Law Library Totals

REVENUE TOTALS	25,116.00	.00	25,116.00	1,558.40	.00	1,587.82	23,528.18	6%	1,814.86
EXPENSE TOTALS	25,116.00	.00	25,116.00	.00	.00	675.94	24,440.06	3%	1,328.68
Fund 222 - Law Library Totals	\$0.00	\$0.00	\$0.00	\$1,558.40	\$0.00	\$911.88	(\$911.88)		\$486.18

Grand Totals

REVENUE TOTALS	25,116.00	.00	25,116.00	1,558.40	.00	1,587.82	23,528.18	6%	1,814.86
EXPENSE TOTALS	25,116.00	.00	25,116.00	.00	.00	675.94	24,440.06	3%	1,328.68
Grand Totals	\$0.00	\$0.00	\$0.00	\$1,558.40	\$0.00	\$911.88	(\$911.88)		\$486.18



**Douglas County Law Library Board
Meetings & Minutes**
Douglas County Judicial Law Enforcement Center
1038 Buckeye Road, Minden, Nevada 89423

Phone: 775-782-9951
FAX: 775-782-9878

The regular meeting of the **DOUGLAS COUNTY LAW LIBRARY BOARD** was held on Wednesday, May 18, 2022, in Department II of the Douglas County Judicial Law Enforcement Center, 1038 Buckeye Road, Minden, Nevada 89423, and via Zoom.

OPENING

Call to order at 8:00 a.m. and roll call:

Board Members Present:

Judge Thomas W. Gregory – Trustee
Judge Nathan Tod Young – Trustee
Danny Tarkanian – Trustee/County Commissioner
Peter Handy – Trustee

Quorum Called

Public Comment: Judge Gregory stated that the Board of Commissioners made an offer to someone to fill the Douglas County Public Librarian position. Judge Gregory asked Commissioner Tarkanian if he knew the status of the position being filled. Commissioner Tarkanian stated that the trustees of the Library Board made the offer and he did not know if it needed to be brought to the Board of County Commissioners for ratification and he did not know the status. Judge Gregory stated he is looking forward to having a librarian that the Law Library Board can work with. Judge Young stated that once a librarian is in place it would be nice to invite them to our next meeting. Judge Gregory state that he would like to make a trip over to the library to introduce himself to the new librarian and visit the law library to confirm all requirements are being taken care of.

Minute Approval from Wednesday, February 16, 2022 – Regular Meeting

MOTION: Judge Young made a motion to approve the Meeting Minutes from Wednesday, February 16, 2022.
SECOND: Peter Handy
AYES: Gregory, Young, Tarkanian, Handy,
NAYS: None
RESULTS: APPROVED

1. For Discussion Only. Discussion of the Law Librarian's quarterly report of the financial status of the Law Library. NRS 380.065.

DISCUSSION: Judge Young stated that the Board is not taking any action, but it appears that all the financials are in order.

Public Comment: None.

Judge Gregory stated that the next Regular Board Meeting of the Law Library is September 21, 2022 at 8:00 a.m.

MOTION: Judge Young moved to adjourn the meeting at 8:04 a.m.
SECOND: Commissioner Tarkanian
AYES: Gregory, Young, Tarkanian, Handy
NAYS: None
RESULTS: APPROVED

Adjournment – 8:04 a.m.