

NOTICE of PUBLIC MEETING/AGENDA
of the
DOUGLAS COUNTY LAW LIBRARY BOARD
March 18, 2026

A regular meeting of the Douglas County Law Library Board will be held on **March 18, 2026**, beginning at **8:30 A.M.** The meeting will be held in a hybrid format to include in person at the Douglas County Judicial Law Enforcement Center, Department 2 Courtroom, 1038 Buckeye Road, Minden, Nevada and via Zoom by accessing the website:

<https://us06web.zoom.us/j/84128637441?pwd=R09gYi9Yb59aE61M3JFukzAMXZaZly.1>

Meeting ID: 841 2863 7441, Password: 047498. The public may also call in live by using telephone number: **(669) 900 6833, Meeting ID: 84128637441#, Password: 047498#**

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 2
1038 Buckeye Road
Minden, Nevada 89423
<http://www.douglascountynv.gov/>

Regular Meeting Agenda

Erin C. Plante
Judicial Executive Assistant

Wednesday, March 18, 2026, 8:30 a.m.

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, September 24, 2025 – Regular Meeting
Wednesday, November 19, 2025 – 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.
- 2. For Discussion Only.** Update from the Law Librarian of the installment and implementation of internet cords.
- 3. For Possible Action.** Discussion of the formal adoption of quarterly meetings for 2026.

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



**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, September 24, 2025, in Department 2 of the Douglas County Judicial Law Enforcement Center, 1038 Buckeye Road, Minden, Nevada 89423, and via Zoom.

OPENING

Call to order at 8:30 a.m. and roll call:

Board Members Present:

Judge Nathan Tod Young – Trustee
Commissioner Danny Tarkanian - Trustee
Cynthia Mohiuddin - Trustee

Quorum

Public Comment: None

Minute Approval from Wednesday, March 19, 2025 – Regular Meetings

MOTION: Danny Tarkanian made a motion to approve the meeting minutes from the March 19, 2025 Regular Board.
SECOND: Cynthia Mohiuddin
AYES: Young, Tarkanian, Mohiuddin
RESULTS: APPROVED

Minute Approval from Wednesday, May 21, 2025 – Regular Meetings

MOTION: Cynthia Mohiuddin made a motion to approve the meeting minutes from the May 21, 2025 Regular Board.
SECOND: Danny Tarkanian
AYES: Young, Tarkanian, Mohiuddin
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

Cynthia Mohiuddin speaks:

I have seen the annual report and I do not need to discuss it. I do have question regarding the kiosk, but I don't think that relates to the financials.

Judge Young speaks:

It may not depending on what your question is, but it looks to me that we are doing pretty well financially. We are in good standing and I appreciate the way the financials were prepared. They are very easy to read and very easy to understand and again, it looks like the law library is in good financial status, so other than that we will move on. You had another question to discuss or ask. It will not be for action, but is there something you wanted to discuss?

Cynthia Mohiuddin speaks:

Yes, I see Corona is here. Thank you Corona for showing up. I was just wondering where are we with the kiosk and I know we approved \$600 for some cords and I was wondering if that all got done and where we are with that? I just wanted a status update.

Corona speaks:

Yes, I'm not certain about the cords. I do not generally handle the IT hardware components of the legal kiosk, so I'm afraid I cannot report on that. However, I will say that on the topic of the legal kiosk, we were visited by the Nevada Legal Services that gave us the kiosk. They gave us some flyers on the services and how to, and projects that the kiosk and they can aid with. They are also interested in collaborating with us for a potential outreach to public information sections on the legal kiosk and also potentially outreaches when and if our bookmobile is up and running and going to the rural areas of the county, and having legal information of the kiosk as well. We are looking to be in contact with them and to have them as a resource to help spread public awareness. There has be no other significant action other than that, that I am aware of.

Cynthia speaks:

That was great. Thank Corona, I appreciate that.

Judge Young speaks:

Can you tell us just by observation that the kiosk is being utilized?

Corona speaks:

It definitely is. I don't yet have access to the statistics, so I can't speak to solid numbers, but I have definitely aided at least one or two patrons recently, and I am not on the desk all the time. We are directing people to it. There are some people using it to print resources and whenever someone comes with a question with that they are directed to that, and from what I have seen, it has been relatively simple for them to find what they need.

Judge Young speaks:

Thank you.

Public Comment: None

MOTION: Danny Tarkanian made a motion to adjourn the meeting.
SECOND: Cynthia Mohiuddin
AYES: Young, Tarkanian, Mohiuddin
RESULTS: APPROVED

Adjournment – 8:35 a.m.

UNAPPROVED



**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, November 19, 2025, in Department 2 of the Douglas County Judicial Law Enforcement Center, 1038 Buckeye Road, Minden, Nevada 89423, and via Zoom.

OPENING

Call to order at 8:30 a.m. and roll call:

Board Members Present:

Judge Thomas W. Gregory – Trustee
Cynthia Mohiuddin - Trustee

No Quorum

Public Comment: None

Minute Approval from Wednesday, September 24, 2025 – Regular Meetings

Tabled until the Wednesday, March 18, 2026 Law Library Regular Meeting.

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

Judge Gregory speaks:

Everything looks just as it should. I don't see any questions or concerns, that I have. Ms. Mohiuddin do you have any comments that you would like to make?

Cynthia Mohiuddin speaks:

I don't have any comments about the financials. I look over them and they look okay to me. One thing for Ms. Plante before the next meeting. I read over the Minutes and the word 'chord' is spelt 'c-h-o-r-d', and I believe the correct spelling under that circumstance would be 'c-o-r-d'. So if that is something Ms. Plante

would like to check between now and the next meeting and make an edit, otherwise I was going to move to approve the Minutes with that correction, but we do not have a quorum, so I cannot do that. .

Judge Gregory speaks:

Thank you bringing that to our attention and I'm sure Ms. Plante will get that corrected and I wasn't at the last meeting so when I looked at the Minutes, I should have caught that as well. The reason that caught my attention is I appreciated your question of the law library and if the cords had been purchased and were being implemented, and they didn't have an answer for you then. I was hoping they might be here today to give us an answer.

Cynthia Mohiuddin speaks:

I saw they had purchased them and were putting them to use, but it would be good to make sure that was really going on.

Judge Gregory speaks:

I agree. I am pretty sure they purchased them and I assume they are using them, but it would be nice to make that a formal record and at least know for sure.

2. For Possible Action. Discussion of the adoption of quarterly meetings for 2026.

Judge Gregory speaks:

We will not be able to take action without the others present but we were going to discuss setting the quarterly meetings for next year. Ms. Plante has kindly set out some suggested dates and so those would be Wednesday, March 18, 2026, Wednesday, May 20, 2026, September 23, 2026, and November 18, 2026, all at 8:30 a.m. Those all work good for me, Ms. Mohiuddin how do those dates work for you?

Cynthia Mohiuddin speaks:

They all sound fantastic to me, but I didn't have a chance to write them down, I do not have a pen handy, I was just on my computer and my phone checking my calendar. If Ms. Plante could possibly email those to everyone to get it on my calendar as a tentative date. Now do we need to set the March meeting because we do not have a meeting between now and then?

Judge Gregory speaks:

Yes, I think what I will do tentatively adopt all of the dates, but affirmatively adopt March 18th. I think, like you stated, we need to have a meeting and so we will go

ahead and set that one firm, March 18th. The other dates will be tentative and Ms. Plante I would ask that you put that on the next agenda, we will need to have a discussion and take action as to the other dates, but we need a date, so the first one will be March 18th.

Public Comment: None

Adjournment - 8:36 a.m.

UNAPPROVED

Law Library Budget Performance Report

Fiscal Year to Date 02/28/26
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										
<i>Beg. Fund Bal./Reserves</i>										
301.000	Opening Fund Balance (Unassigned)	64,230.00	.00	64,230.00	.00	.00	.00	64,230.00	0	.00
301.100	Opening Fund Reserves	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Beg. Fund Bal./Reserves Totals</i>	<u>\$64,230.00</u>	<u>\$0.00</u>	<u>\$64,230.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$64,230.00</u>	<u>0%</u>	<u>\$0.00</u>
<i>Charges For Service</i>										
341.601	Clerks Fees	19,000.00	.00	19,000.00	1,799.98	.00	12,059.98	6,940.02	63	11,150.25
	<i>Charges For Service Totals</i>	<u>\$19,000.00</u>	<u>\$0.00</u>	<u>\$19,000.00</u>	<u>\$1,799.98</u>	<u>\$0.00</u>	<u>\$12,059.98</u>	<u>\$6,940.02</u>	<u>63%</u>	<u>\$11,150.25</u>
<i>Miscellaneous Revenue</i>										
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	324.00	.00	324.00	74.15	.00	484.40	(160.40)	150	445.96
361.212	Invest. Earnings-BNY Mellon	972.00	.00	972.00	.00	.00	1,095.09	(123.09)	113	858.05
361.250	Inv Service Fees (Contra)	(30.00)	.00	(30.00)	.00	.00	(18.74)	(11.26)	62	(15.39)
361.251	Bank Fees (Contra)	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Miscellaneous Revenue Totals</i>	<u>\$1,266.00</u>	<u>\$0.00</u>	<u>\$1,266.00</u>	<u>\$74.15</u>	<u>\$0.00</u>	<u>\$1,560.75</u>	<u>(\$294.75)</u>	<u>123%</u>	<u>\$1,288.62</u>
<i>Other Financing Sources</i>										
392.050	Transfers In-General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Other Financing Sources Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>	<u>\$0.00</u>
	Department 000 - Revenue Totals	<u>\$84,496.00</u>	<u>\$0.00</u>	<u>\$84,496.00</u>	<u>\$1,874.13</u>	<u>\$0.00</u>	<u>\$13,620.73</u>	<u>\$70,875.27</u>	<u>16%</u>	<u>\$12,438.87</u>
	REVENUE TOTALS	<u>\$84,496.00</u>	<u>\$0.00</u>	<u>\$84,496.00</u>	<u>\$1,874.13</u>	<u>\$0.00</u>	<u>\$13,620.73</u>	<u>\$70,875.27</u>	<u>16%</u>	<u>\$12,438.87</u>
EXPENSE										
Department 391 - Law Library										
<i>Salaries & Wages</i>										
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
	<i>Salaries & Wages Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>	<u>\$0.00</u>
<i>Employee Benefits</i>										
511.190	Pact Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Employee Benefits Totals</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>+++</u>	<u>\$0.00</u>
<i>Services & Supplies</i>										
520.139	Rents/Leases Copy Machine	.00	.00	.00	.00	.00	.00	.00	+++	.00
521.500	Central Svcs Cost Allocation	404.00	.00	404.00	.00	.00	303.00	101.00	75	549.00
532.055	Books & Periodicals	823.00	.00	823.00	.00	.00	.00	823.00	0	691.46

Law Library Budget Performance Report

Fiscal Year to Date 02/28/26
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										
EXPENSE										
Department 391 - Law Library										
<i>Services & Supplies</i>										
533.800	Office Supplies	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	690.00
533.806	Software	9,672.00	.00	9,672.00	.00	.00	5,641.72	4,030.28	58	6,140.64
550.102	Bank Fees-Checking	16.00	.00	16.00	.00	.00	.00	16.00	0	.00
565.755	Investment Service Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Services & Supplies Totals</i>	\$11,915.00	\$0.00	\$11,915.00	\$0.00	\$0.00	\$5,944.72	\$5,970.28	50%	\$8,071.10
<i>Capital Outlay/Projects</i>										
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
<i>Other Financing Uses</i>										
619.000	Contingency	186.00	.00	186.00	.00	.00	.00	186.00	0	.00
	<i>Other Financing Uses Totals</i>	\$186.00	\$0.00	\$186.00	\$0.00	\$0.00	\$0.00	\$186.00	0%	\$0.00
<i>Ending Fund Bal/Reserves</i>										
625.103	Appropriated Reserve	.00	.00	.00	.00	.00	.00	.00	+++	.00
699.000	Ending Fund Balance	72,549.00	.00	72,549.00	.00	.00	.00	72,549.00	0	.00
	<i>Ending Fund Bal/Reserves Totals</i>	\$72,549.00	\$0.00	\$72,549.00	\$0.00	\$0.00	\$0.00	\$72,549.00	0%	\$0.00
	Department 391 - Law Library Totals	\$84,650.00	\$0.00	\$84,650.00	\$0.00	\$0.00	\$5,944.72	\$78,705.28	7%	\$8,071.10
	EXPENSE TOTALS	\$84,650.00	\$0.00	\$84,650.00	\$0.00	\$0.00	\$5,944.72	\$78,705.28	7%	\$8,071.10
Fund 222 - Law Library Totals										
	REVENUE TOTALS	84,496.00	.00	84,496.00	1,874.13	.00	13,620.73	70,875.27	16%	12,438.87
	EXPENSE TOTALS	84,650.00	.00	84,650.00	.00	.00	5,944.72	78,705.28	7%	8,071.10
	Fund 222 - Law Library Totals	(\$154.00)	\$0.00	(\$154.00)	\$1,874.13	\$0.00	\$7,676.01	(\$7,830.01)		\$4,367.77
Grand Totals										
	REVENUE TOTALS	84,496.00	.00	84,496.00	1,874.13	.00	13,620.73	70,875.27	16%	12,438.87
	EXPENSE TOTALS	84,650.00	.00	84,650.00	.00	.00	5,944.72	78,705.28	7%	8,071.10
	Grand Totals	(\$154.00)	\$0.00	(\$154.00)	\$1,874.13	\$0.00	\$7,676.01	(\$7,830.01)		\$4,367.77