



LIBRARY BOARD MEETING - JULY 17, 2025

Virtual Meeting: <https://meet.google.com/wub-uocn-buf?authuser=0>
July 17, 2025 at 5:30 PM

AGENDA

CALL TO ORDER

1. Minutes Assignment for Current Meeting by Brooks

ROLL CALL

2. Presented by Library Board Chair Brooks

APPROVAL OF MINUTES

3. Library Board Meeting - May 2025 Minutes for Approval

PUBLIC COMMENT

BUSINESS/ACTION

4. Robert's Rules of Order Training by Brooks
5. Strategic Plan by Perkins
6. Technology Plan by Perkins

LIBRARY DIRECTOR REPORT

7. Presented by Perkins, Library Director / Blanding Librarian
8. Statistics
9. Financial Reports for the Library System

ASSISTANT DIRECTOR REPORT

10. Presented by Wood, Assistant Director / Monticello Librarian

LIBRARY CHAIR REPORT

ADJOURN

****In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice****



LIBRARY BOARD ROLL CALL

Trustee Members Present for Voting This Meeting:

- ☐ Annette Myers
- ☐ Heather Lynn
- ☐ Jackie Jeppson
- ☐ Lucille Cody
- ☐ Marjorie Haun-Storland
- ☐ Marlene Huckabay
- ☐ Shanon Brooks
- ☐ Zak Podmore

Other Attendees:

- ☐ Commissioner Silvia Stubbs
- ☐ Library Director Nicole Perkins
- ☐ Assistant Library Director Mikaela Wood



LIBRARY BOARD MEETING - MAY 15, 2025

Virtual Meeting: <https://meet.google.com/pzv-yzor-qjq?hs=122&authuser=0>
May 15, 2025 at 5:30 PM

MINUTES

CALL TO ORDER – 5:34 pm

ROLL CALL – 5:35 pm

1. Presented by Library Board Chair:

Trustees – present for voting

Marjorie Haun-Storland – present

Marlene Huckabay - present

Heather Lynn - present

Lucille Cody - absent

Zak Podmore - absent

Shannon Brooks – present

Jackie Jeppson – present

Annette “AJ” Myers – present

Commissioner Silvia Stubbs - present

Library Director Nicole Perkins - present

Assistant Library Director Mikaela Wood – present

APPROVAL OF MINUTES – 5:37 pm

2. Library Board Meeting - March 2025 Minutes for Approval

Huckabay made a motion to approve the March 2025 meeting minutes, Haun-Storland made a second, motion carried.

PUBLIC COMMENT – 5:39 pm

Huckabay recommended a visit to Antelope Canyon near Page, emphasizing its magical quality and the need for reservations. Nicole Perkins noted this aligns with the state's "Every Kid Outdoors" campaign. Marlene clarified its location relative to Moab and Paige and mentioned it is owned by Native Americans.

BUSINESS/ACTION – 5:41 pm

3. Ratify the UEN Memorandum of Understanding (MOU)

Perkins explained the MOU for the Utah Broadband Center Digital Opportunity Grant and the

requirements to remain in compliance with the contract.

Huckabay made a motion to approve, Lynn made a second, motion carried.

The annual library building inspection checklists need to be completed. Dr. Brooks offered to be available to complete the inspections with the staff so he can visit all of the libraries.

Technology plan and Strategic Plan are in the works to be completed.

4. Internet Policy with Updated Mission

Perkins explained the update for internet policy that is reviewed every 3 years. Perkins updated the policy with the library mission statement and recommended changes to lines 2J and 2K.

Jeppson made a motion to approve, Huckabay made a second, motion carried.

5. Library Board Training (Annual State Library Requirement) – 6:21 pm

Board Members completed the following training as a group:

“Trustees on Track” - <https://www.youtube.com/playlist?list=PLtIiylFTRU9YxksbdZ4ZAq-uaHy4mKn68>

“Open and Public Meetings Act 2025” - <https://training.auditor.utah.gov/courses/open-and-public-meetings-act-training-2025> - 6:48 pm

Perkins to email members a copy of the Utah Code “Public notice of classifications and requirements” from the Open and Public Meetings Act Training 2025.

Cody and Podmore to complete trainings and provide Perkins with certificate of completion.

LIBRARY DIRECTOR REPORT – 6:02 pm

Perkins reviewed the Director’s Report as noted on Pages 12-14 of the Library Board Meeting Packet.

6. Presented by Nicole Perkins, Library Director / Blanding Librarian

7. Statistics

8. Financial Reports for the Library System

ASSISTANT DIRECTOR REPORT – 6:10 pm

Wood reviewed the Assistant Library Director report, Pages 40-54 of the Library Board Meeting Packet.

9. Presented by Mikaela Wood, Assistant Director / Monticello Librarian

Dr. Brooks asked if the libraries ever had a Spelling Bee or Geography Bee to include all ages. Staff will consider these ideas for winter events.

Myers asked about the reading phonics program. Wood states that the program is for ages 6-11 and continues to grow.

LIBRARY CHAIR REPORT – 7:15 pm

10. Robert's Rules of Order Training by Brooks – Tabled for next meeting

ADJOURN – 7:16 pm

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APPROVED: _____
San Juan County Library Board

DATE: _____

Robert's Rules of Order

Cheat Sheet

Action	What to Say	Can interrupt speaker?	Need a Second?	Can be Debated?	Can be Amended?	Votes Needed
Introduce main motion	<i>"I move to..."</i>	No	Yes	Yes	Yes	Majority
Amend a motion	<i>"I move to amend the motion by // (add or strike words or both)"</i>	No	Yes	Yes	Yes	Majority
Move item to committee	<i>"I move that we refer the matter to committee."</i>	No	Yes	Yes	No	Majority
Postpone item	<i>"I move to postpone the matter until..."</i>	No	Yes	Yes	No	Majority
End debate	<i>"I move the previous question."</i>	No	Yes	Yes	No	Majority
Object to procedure	<i>"Point of order."</i>	Yes	No	No	No	Chair decision
Recess the meeting	<i>"I move that we recess until..."</i>	No	Yes	No	No	Majority
Adjourn the meeting	<i>"I move to adjourn the meeting."</i>	No	Yes	No	No	Majority
Request information	<i>"Point of information."</i>	Yes	No	No	No	No vote
Overrule the chair's ruling	<i>"I move to overrule the chair's ruling."</i>	Yes	Yes	Yes	No	Majority

Action	What to Say	Can interrupt speaker?	Need a Second?	Can be Debated?	Can be Amended?	Votes Needed
Extend the allotted time	<i>"I move to extend the time by ____ minutes."</i>	No	Yes	No	Yes	2/3
Enforce the rules or point out incorrect procedure	<i>"Point of order."</i>	Yes	No	No	No	No vote
Table a Motion	<i>"I move to table..."</i>	No	Yes	No	No	Majority
Verify voice vote with count	<i>"I call for a division."</i>	No	No	No	No	No vote
Object to considering some undiplomatic matter	<i>"I object to consideration of this matter..."</i>	Yes	No	No	No	2/3
Take up a previously tabled item	<i>"I move to take from the table..."</i>	No	Yes	No	No	Majority
Reconsider something already disposed of	<i>"I move to reconsider our action to..."</i>	Yes	Yes	Yes	Yes	Majority
Consider something out of its scheduled order	<i>"I move to suspend the rules and consider..."</i>	No	Yes	No	No	2/3
Close the meeting for executive session	<i>"I move to go into executive session."</i>	No	Yes	No	No	Majority
Personal preference - noise, room temperature, distractions	<i>"Point of privilege"</i>	Yes	No	No	No	No vote



San Juan County Library System

2025-2028 STRATEGIC PLAN

Mission Statement

The mission of the San Juan County Library System is to inspire lifelong learning, advance knowledge, encourage dialogue and strengthen our communities.

Vision Statement

We endeavor to enrich the communities of San Juan County by empowering all residents to access a wide range of resources, services and programs to support lifelong learning and curiosity. We strive to be the welcoming heart of our Communities within the county. We bring people together for shared experiences and connections in a safe space.

Values

- **Service** – San Juan County Libraries are an essential part of our communities encouraging patrons to utilize our facilities as community hubs.
- **Connection** – San Juan County Libraries strive to engage with community partners and individuals to enrich the county as a whole.
- **Open Hearted** – San Juan County Libraries welcome all, encourage dialogue and sharing life experiences through creating safe spaces.
- **Lifelong Learning** – San Juan County Libraries promote and encourage personal growth throughout life and regardless of age.
- **Sustainability** – San Juan County Libraries are committed to maintaining our 5 branches and using fiscally sound practices with future needs in mind and the hope of expanding to other areas of our vast geographic county.

Value -Aligned Goals and Projects

1. **Service** - San Juan County Libraries are an essential part of our communities encouraging patrons to utilize our facilities as community hubs and valuable resource.

Goal 1.1: Increase accessibility and quality of services at San Juan County Libraries

Strategies:

- a) Continue to seek ways to improve internet services and update equipment by consulting IT professionals, keeping accurate records of type and age of IT equipment, software, and use.
- b) Keep existing services in working order, such as faxing and printing.
- c) Continue providing Wi-Fi access after hours of operations, including weekends
- d) Return to the 2 main branches being open 4 hours on Saturday within the next 2-3 years beginning with the Blanding branch
- e) Continue project of updating collections and series in the cataloging records so as to make catalogue searches more productive and shelving more efficient
- f) Stay cognizant of the automatic front doors staying in working order, sidewalk accessibility especially during winter hours, and updating ADA parking, equipment and signage as needed.

Goal 1.2: Increase public awareness of all services at San Juan County Libraries

Strategies:

- a) Continue updating and improving our website to keep information current including the highlighting of events and available services
- b) Create, promote, update and hand out bookmarks that include Library Branch contact information, hours of operation, and various services
- c) Utilize the "Library Corner" in local newspaper to inform patrons of past and upcoming Library events
- d) Advertise on social media, website, and outdoor signs about Free Wi-Fi

Goal 1.3: Update and "freshen" the circulating collections to meet the needs and interests of patrons

Strategies:

- a) Weed and update our circulating physical collections throughout the year
- b) Continue increasing the Overdrive purchasing budget as much as fiscally possible to reflect the increased patron interest and use of digital materials
- c) Encourage patron input for collection development through survey's and open and anonymous requests
- d) Create regular statistics of what items are checking out and services being utilized
- e) Conduct Inventory every other year at each library location

2. **Connection** – San Juan County Libraries strive to engage with community partners and individuals to enrich the county as a whole.

Goal 2.1: Create new and nurture ongoing partnerships between San Juan County Libraries and government, local organizations and businesses

Strategies:

- a) Continue to foster partnerships with organizations such as “Grow with Me” and local businesses such as UNHS through story hours, Teddy Bear Clinic, community events, etc
- b) Publicly acknowledge private and public partnerships through website, social media, and the “Library Corner” in local newspaper

Goal 2.2: Create new and nurture ongoing partnerships with local patrons and residents

Strategies:

- a) Continue to coordinate with current individual volunteers for programming
- b) Publicly acknowledge individuals who volunteer through website, social media, and the “Library Corner” in local newspaper
- c) Seek out new volunteers and event presenters who can to assist with events and ongoing programming by being more cognizant of individuals who may be participating in other community events

3. **Open Hearted** – San Juan County Libraries welcome all and encourage dialogue and sharing life experiences through creating safe spaces.

Goal 3.1: Continue making San Juan County Libraries safe spaces for patrons

Strategies:

- a) Staff training on Customer Service on a regular basis to continue serving and creating a welcoming environment to all
- b) Staff training on Safety on a regular basis

Goal 3.2:

Strategies:

- a) Continue creating unique displays that reflect a wide variety of interests that align with each library branch’s unique community
- b) Continue to grow collections to reflect a diverse community but also meet the needs and interests of the majority population

4. Lifelong Learning – San Juan County Libraries promote and encourage personal growth throughout life and regardless of age.

Goal 4.1: Provide access to varied resources promoting curiosity, understanding various world views, cultures, and paradigms.

Strategies:

- a) Grow our STEAM collections for in-house use and checkouts
- b) Utilize spaces for updating and adding more STEAM self-directed activities such as manipulative and creative play like a magnetic “wall”
- c) Freshen the “Face-outs” or book displays to feature a variety of topics
- d) Continue offering space and resource for educational events
- e) Update and freshen our STEAM non-fiction on a regular basis

Goal 4.2: Encourage life-long learning for all ages

Strategies:

- a) Continue offering regular programming for all ages such as story hour, gardening club, Anime’ club, craft club, Summer Reading program and challenges for all ages and evaluate existing programs to see if they are meeting the needs of the community
- b) Continue serving patrons at the La Sal Senior Center by taking the library service to them and look into expanding to other County Senior Centers.
- c) Update and refresh our Collections to meet the needs and current interests of all ages
- d) Find ways to connect generations through activities that interest all ages such as offering Community spelling and geography bee competitions

5. Sustainability - San Juan County Libraries are committed to maintaining our 5 branches and using fiscally sound practices with future needs in mind and the hope of expanding services to other areas of our vast geographic county.

Goal 5.1: Maintain San Juan County Libraries facilities through scheduled maintenance and schedule replacement of fixtures, equipment, furniture, and grounds

Strategies:

- a) Coordinate and communicate on a regular basis with the maintenance department for ongoing needs and upkeep
- b) Conduct an annual building inspection of each library facility with a Library board member and follow-up on any concerns with the Maintenance department

Goal 5.2: Maintain and implement sound fiscal practices and utilizing available human resources

Strategies:

- a) Focus on growing PTIF (Library Fund/Savings) for future capital projects and renovations and to be self-sufficient.
- b) Continue implementing programming and services that are sustainable and realistic
- c) Continue utilizing volunteers to help sustain programming
- d) Continue seeking out and applying for grants to supplement programming, technology, and collection development



Library Director's Report May-June 2025

General Report

- Currently working on the Recertification report. This requires a new Strategic and Technology plan along with building inspection with a library board member at each library facility.
- The contract for CLEF (Community Library Enhancement Funds) grant final reimbursement –10% of awarded amount \$782)– sent and deposited.
- Submitted all accounting to the State Library for CLEF grant as well as the required report.
- Final reimbursement from the Borrower's Grant has been reimbursed and deposited in the amount of \$3097.06 for this period. A new grant contract period is currently active.
- All accounting for the Borrower's grant has been submitted to the State Library as well as the required report.
- Continue to request for Sam Long and Administration to gather information on Percentages assigned to each County Building for Maintenance budget. We need those numbers to finish the spreadsheet showing the maintenance cost increase over the last 4-5 years.
- Continue to manage and track current grants.
- Sign-ups for Summer Reading Program are going very well. We have added an ADULT BINGO Reading activity tracker this year so that the adults can be in on the fun along with the kids, teens and tweens.
- Summer Reading activities are well under way.
- New Online Faxing services (eFax) is up and running at all the Library Branches.
- TechServ is helping us install new software for malware protection. We are going back to a product we used before called "Deep Freeze". It is almost double the cost of the previous product but the previous product was not compatible with our computers so it is necessary to have a product that works.
- Our contract with Grand County library is expiring the end of this year. They are requesting an increase in the amount we pay for our patrons from Spanish Valley to use their library facilities. Library Board input is needed.

Blanding Library

- Ongoing partnerships: 1) Book club is usually held on every 1st Monday of the month at 11 am and always have a good turn-out. 2) Story hour is held every Wednesday at 11 am.
- New on-going events and activities 1) New Anime' Club was launched in March with continued and increased enthusiastic participation and is now being held twice a month instead of once a month. This is for Tween/Teen ages. 2) New Garden Club – Seed Exchange for adults was kicked off in March and also a big success. The plan currently is to meet twice a month. 3) Reading Classes/Tutoring was being held twice a week by Julia Brooks. All ages are welcome but class size is limited. Ages 7-11 had been attending. Taking a break over the Summer 4) Art Club was held every other week and we opened it

up to all ages but the participants who have attended are age 6-11. Due to low participation we have discontinued this program.

- Ginnie Brooks and Kenydi Kane planned out and put together a 4th of July Float for the annual parade that is held in Blanding. She used grant money from the General Dollar grant to pay for the expenses such as the candy to throw out. Monticello staff had float decorations on hand that they let us use to spruce it up. Mikaela's mom lent out her side by side and trailer. Monticello will be using the same float for the Pioneer Day parade held on Saturday, July 26th.
- No need for anonymous donations of zucchini on your neighbors porch or in their car when they're not looking. The Blanding Harvest Basket is back. Bring in and donate any extra produce or come and take what you need that has been donated. We also have our SEED Exchange program. Come in and "check out" seeds to plant and then donate seeds from your bounty at the end of the harvest season if successful.
- Collection Development purchases have been made with the Dollar General grant that Ginnie Brooks applied for and received. A majority of the money was used to build the Manga and graphic novel collection and has been a tremendous hit with the youth. Almost every book has checked out at least once. A cute display with all the new items are front and center for patrons to walk by as they check out other items.

Bluff Library

- Maidee is in the process of re-organizing some sections and trying to make room for more items.
- Maidee has 1 Summer event planned as well as "Take Home" kits for the Bluff branch
- Bluff Library has been without phone service for over a month but TecServ is here this week and hopefully will get that issue taken care of this week

Montezuma Creek Library

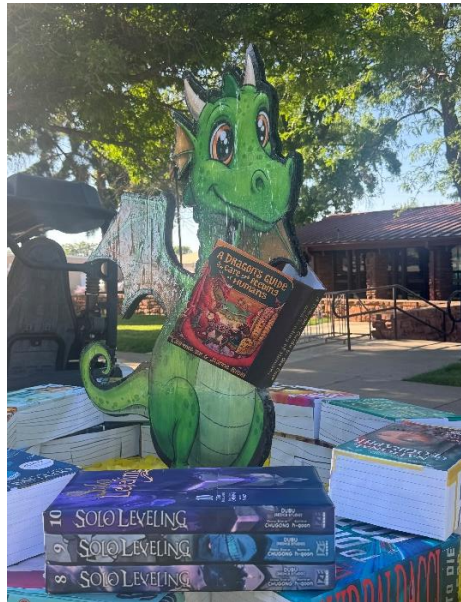
- New Computers are installed and updated, however they are having issues that will hopefully be resolved with the new Malware software – Deep Freeze.
- Good numbers on patron's attendance and computer users.
- Maidee has set up an ongoing book sale that the patrons have loved.
- Maidee has 2 Summer Reading events planned as well as "Take Home" kits for this branch.

La Sal Library

- Continues to work with and serve the Seniors at the La Sal Senior Center and has an increase of regular patronage.
- Marsha has planned several on-going Summer Reading activities as well as setting out "Take-Home" kits for the children to craft at home.



Let Freedom Read!



HARVEST BASKET/SEED EXCHANGE



\$ General Grant Display



SAN JUAN COUNTY STATISTICS | 1A

Item 8.

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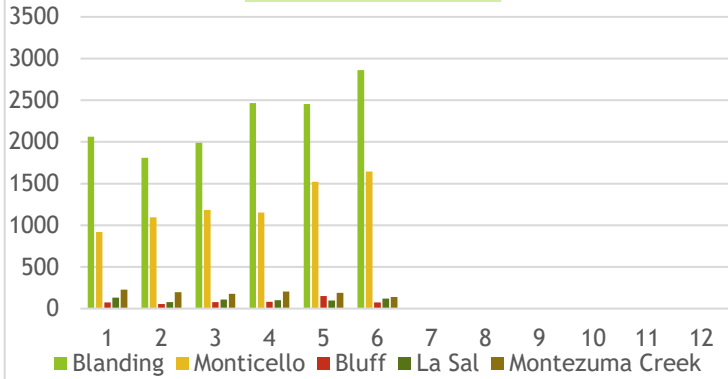
	JAN 1	FEB 2	MAR 3	APR 4	MAY 5	JUN 6	JUL 7	AUG 8	SEP 9	OCT 10	NOV 11	DEC 12	Total
PATRON VISITS													
Blanding	2063	1810	1989	2466	2455	2860							13,643
Monticello	918	1095	1182	1153	1520	1645							7,513
Bluff	73	54	78	81	151	73							510
La Sal	133	79	110	100	96	122							640
Montezuma Creek	229	197	176	203	188	141							1,134
Total	3416	3235	3535	4003	4410	4841							23,440
COMPUTER IN HOUSE													
Blanding	90	84	54	64	85	90							467
Monticello	66	64	46	60	113	62							411
Bluff	10	1	13	14	10	9							57
La Sal	z	z	z	z	z	z							
Montezuma Creek	105	90	70	87	98	64							514
Total	271	239	183	225	306	225							1,449
CELLULAR ONE HOTSPOTS													
Blanding	NA												
Satellites	NA												
Total													
CHECKOUTS													
Blanding	1827	1710	1756	1739	1949	2289							11,270
Monticello	1444	1513	1660	1472	1707	1921							9,717
Satellites	452	407	428	510	433	409							2,639
Total	3723	3630	3844	3721	4089	4619							23,626
PHYSICAL ITEMS CIRCULATED													
Blanding	17	25	100	34	7	17							200
Monticello													
Satellites													
Total	17	25	100	34	7	17							200
FOOD BANK MEALS SERVED													
Blanding	90	38	19	52	40	na							239
Total	90	38	19	52	40								239
YEAR COUNT UNIQUE VOLUNTEERS													
Blanding													12
Monticello													7
Satellites													
Total													
VOLUNTEER HOURS													
Blanding	12	14	15	35	36	9							121
Monticello	7	10											17
Satellites													
Total	19	24	15	35	36	9							138

SAN JUAN COUNTY STATISTICS | 1A

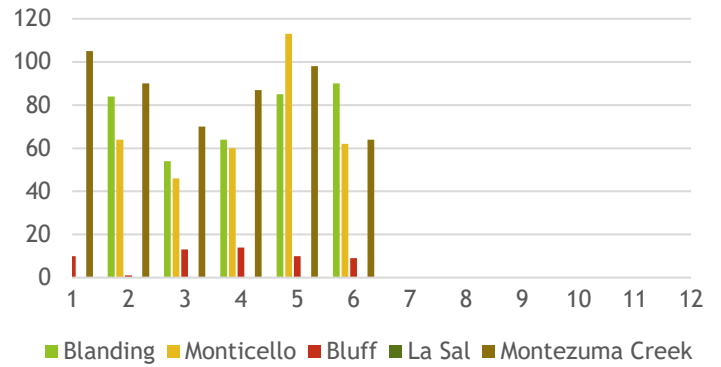
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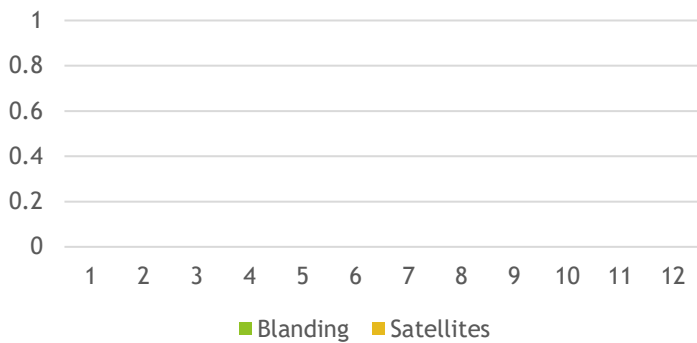
PATRON VISITS



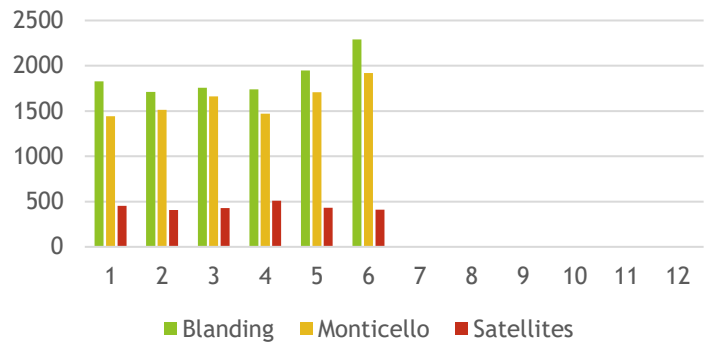
COMPUTER IN HOUSE



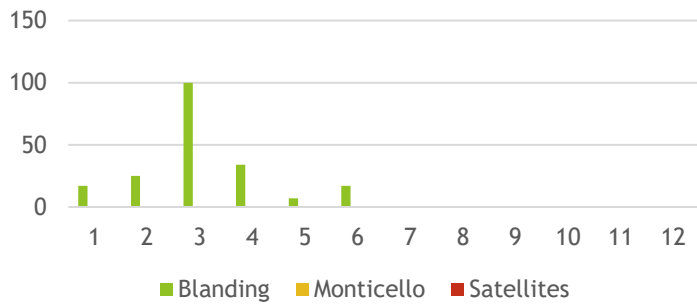
CELLULAR ONE HOTSPOTS



CHECKOUTS



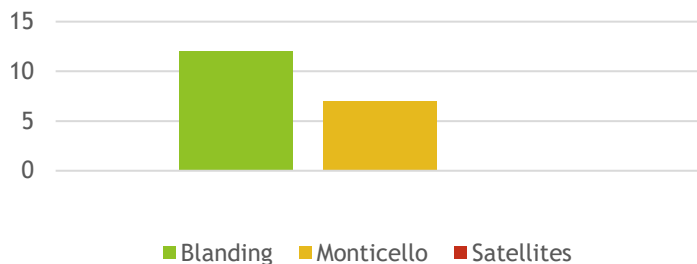
PHYSICAL ITEMS CIRCULATED



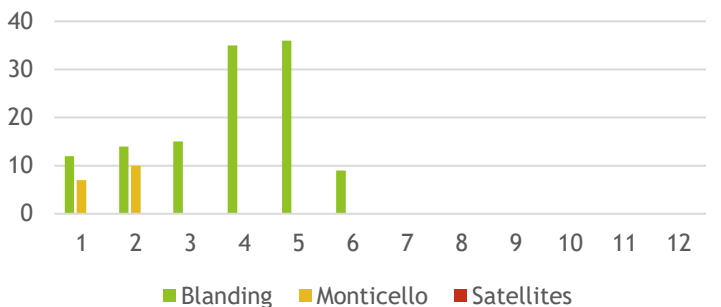
FOOD BANK MEALS SERVED



YEAR COUNT UNIQUE VOLUNTEERS



VOLUNTEER HOURS



SAN JUAN COUNTY STATISTICS | 1B

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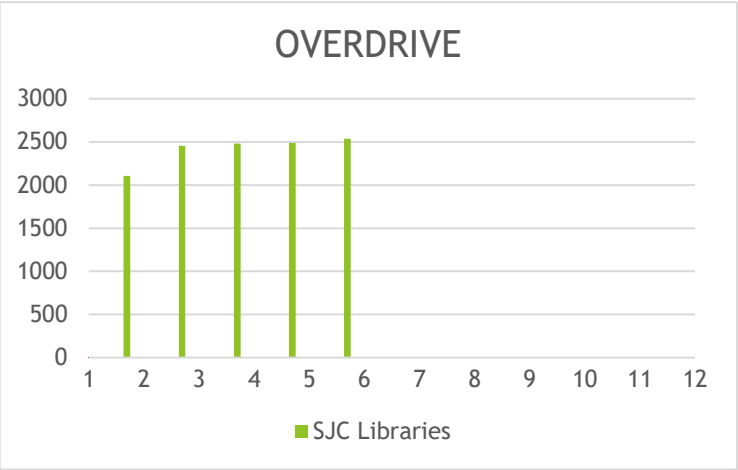
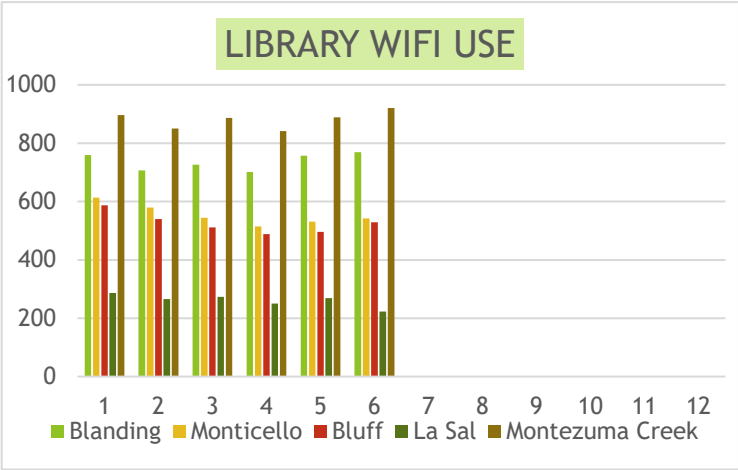
July 17, 2025

	JAN 1	FEB 2	MAR 3	APR 4	MAY 5	JUN 6	JUL 7	AUG 8	SEP 9	OCT 10	NOV 11	DEC 12	Total
LIBRARY WIFI USE													
Blanding	759	707	727	701	757	769							4,420
Monticello	613	579	544	515	531	542							3,324
Bluff	587	540	512	489	496	529							3,153
La Sal	287	266	274	250	269	223							1,569
Montezuma Creek	896	850	887	842	889	921							5,285
Total	3142	2942	2944	2797	2942	2984							17,751
OVERDRIVE													
SJC Libraries	2464	2107	2456	2480	2490	2537							14,534
Total	2464	2107	2456	2480	2490	2537							14,534

SAN JUAN COUNTY STATISTICS | 1B

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Item 8.



SAN JUAN COUNTY STATISTICS | 2

Item 8.

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	JAN 1	FEB 2	MAR 3	APR 4	MAY 5	JUN 6	JUL 7	AUG 8	SEP 9	OCT 10	NOV 11	DEC 12	Total
CASH REGISTER \$ COLLECTED													
Blanding	277.30	222.30	135.47	316.95	308.95	217.40							1478.37
Monticello	173.57	37.10	262.50	171.79	150.32	129.50							924.78
Coworking	249.18	497.75	371.96	343.20	366.34	219.21							2047.64
Bluff	Z	2.06	23.60	4.25	14.60	1.60							46.11
La Sal	1.90	Z	6.60	Z									8.50
Montezuma Creek	35.15	13.39	49.10	23.55	30.34	37.81							189.34
Total	737.10	772.60	849.23	859.74	870.55	605.52							4694.74
SJC CREDIT CARD DEPOSITS													
Blanding	86.19	26.10	105.40	17.20	172.20	58.49							465.58
Monticello	10.80	16.07	42.60	17.00		40.47							126.94
Bluff													
La Sal													
Montezuma Creek													
SJC Libraries													
Total	96.99	42.17	148.00	34.20	172.20	98.96							592.52
GRANT \$													
Blanding					9578.50								9578.50
Monticello	1000.00												1000.00
Bluff													
La Sal													
Montezuma Creek													
SJC Libraries		7035.00				3879.00							10914.00
Total	1000.00	7035.00			9578.50	3879.00							21492.50

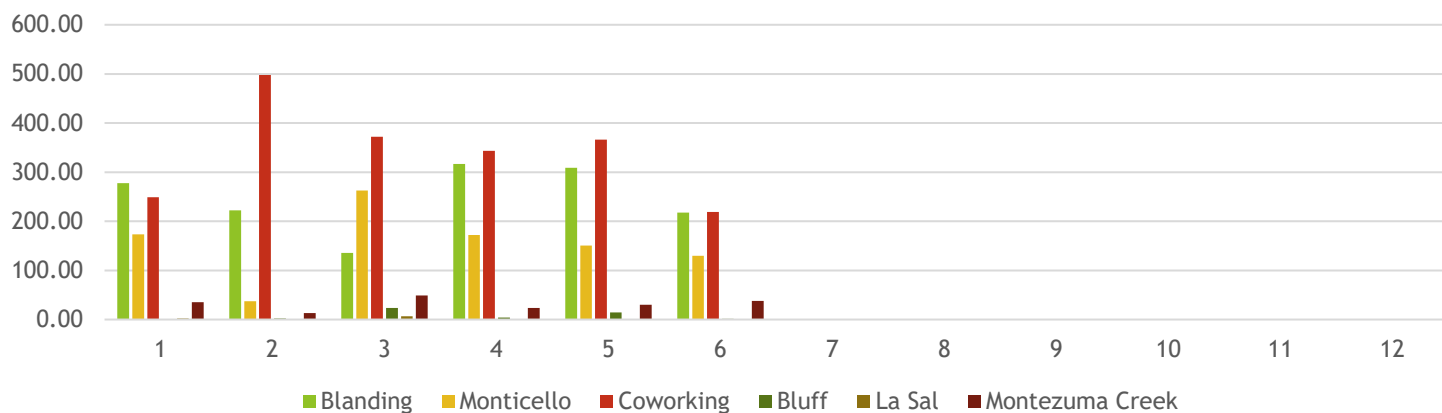
GRANT \$				
Contract No.	\$ Received	Started	Ends	Name
251773	\$7,035	7/1/2024	6/30/2025	Community Library Enhancement Funds (CLEF) 90% Of 7817.00
25000141	\$1,000	1/1/2025 ?	?	Empire Electric
	\$3,000	5-15-2025?	?	Dollar General
	\$6,578.50	1/1/2025	5/8/2025?	UETN Blanding Firewall project grant - money not received yet.
MOU UEN Erate				Blanding -New Erate contract/Bluff and Mcreek Renewals for Erate.
251773	782	7/1/2024	6/30/2025	Remaining 10% of the CLEF grant
250431	3097.06	7/1/2024	6/30/2025	Borrower's Support

SAN JUAN COUNTY STATISTICS | 2

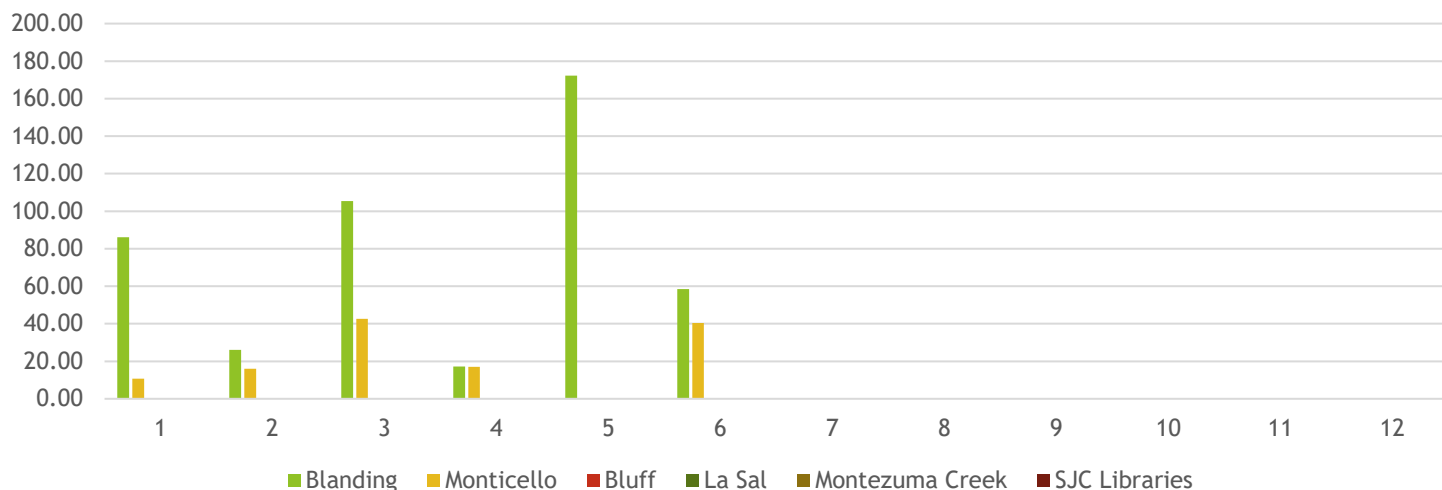
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Item 8.

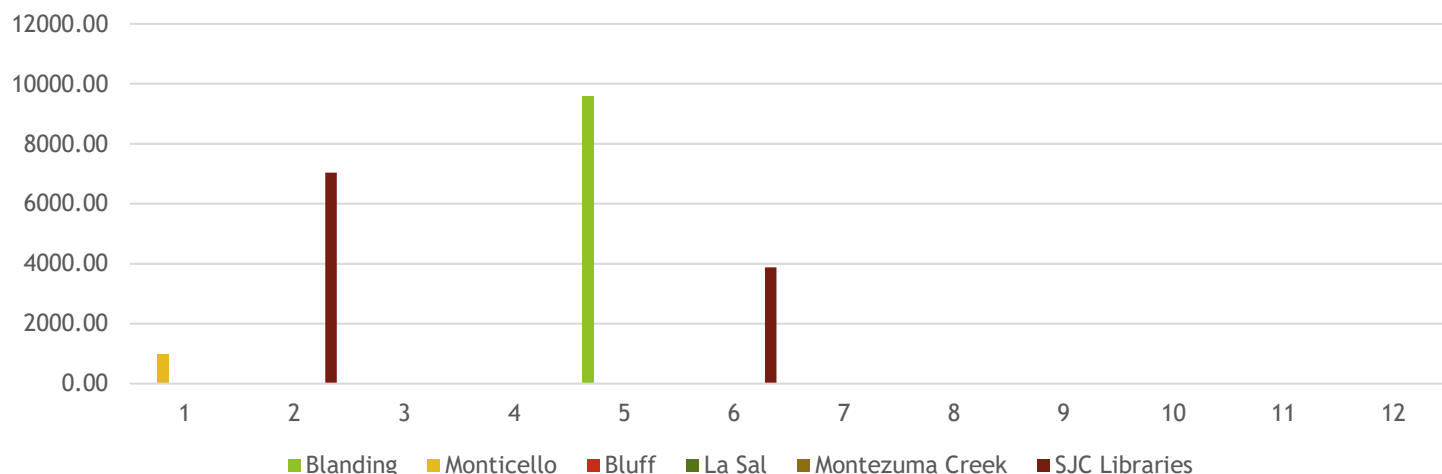
CASH REGISTER | \$ COLLECTED



SJC CREDIT CARD DEPOSITS



GRANT \$



SELF DIRECTED ACTIVITY PARTICIPANTS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	■
Participants 0-5													
Blanding		5	5	4	7	12	25						58
Monticello				6	12	4	4						26
Bluff													
La Sal													
Montezuma Creek													
Total		5	5	10	19	16	29						84

Participants 6-11													
Blanding		17	54	20	12	13	7						123
Monticello		12	9	18	24	16	19						98
Bluff		5	3	4	7								19
La Sal													
Montezuma Creek		23	16	10	15	12	8						84
Total		57	82	52	58	41	34						324

Participants 12-18													
Blanding													
Monticello				3		5	6						14
Bluff													
La Sal													
Montezuma Creek													
Total				3		5	6						14

Participants ADULT													
Blanding													
Monticello		16	3	3	12	8	10						52
Bluff													
La Sal													
Montezuma Creek													
Total		16	3	3	12	8	10						52

Participants GENERAL													
Blanding		11	20	60	42	12	25						170
Monticello			9										9
Bluff													
La Sal													
Montezuma Creek													
Total		11	29	60	42	12	25						179

Grand Total	89	119	128	131	82	104							653
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UNIQUE ACTIVITIES

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	
Unique Activities 0-5													
	1	1	1	1	1	1							6
			1	5	3	3							12
	1	1	2	6	4	4							18

Unique Activities 6-11													
	2	3	1	1	2	2							11
	3	3	6	5	9	9							35
	1	1											2
	2	1	1	1	1	1							7
	8	8	8	7	12	12							55

Unique Activities 12-18													
			2		4	4							10
			2		4	4							10

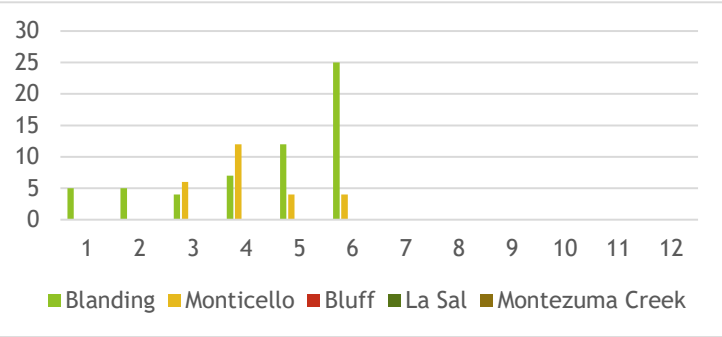
Unique Activities ADULT													
	4	1	2	5	4	4							20
	4	1	2	5	4	4							20

Unique Activities GENERAL													
	1	1	2	2	1	1							8
		3											3
	1	4	2	2	1	1							11

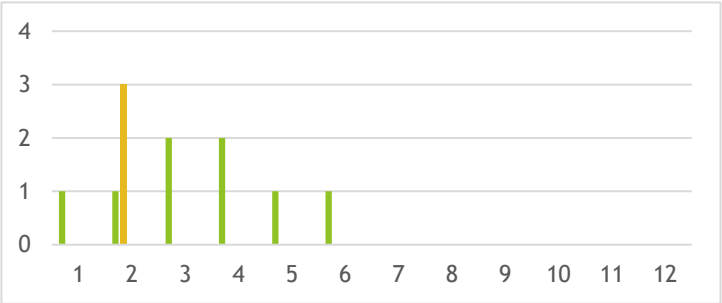
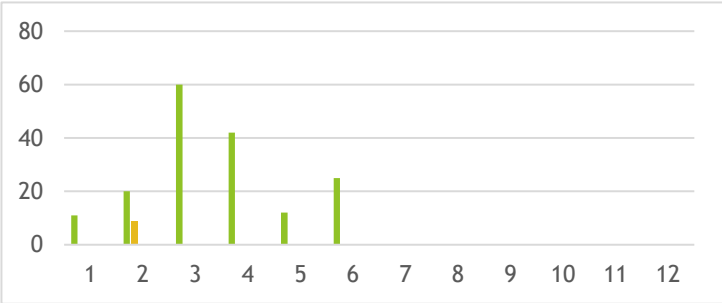
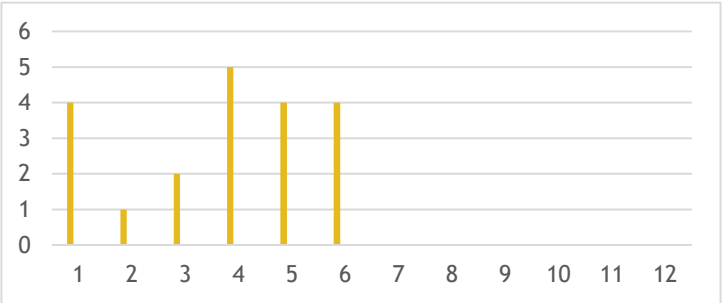
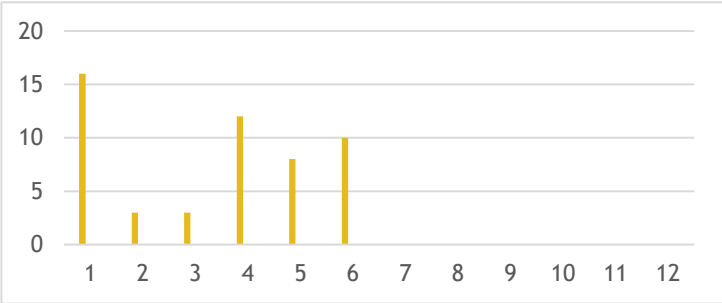
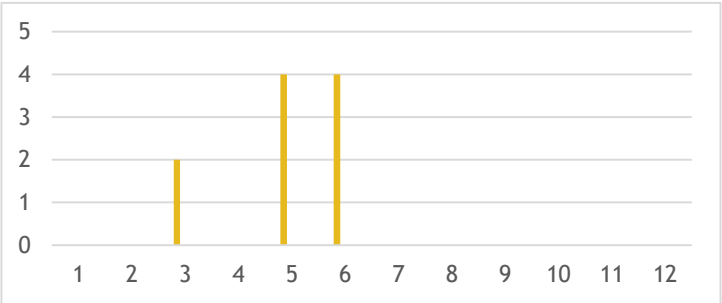
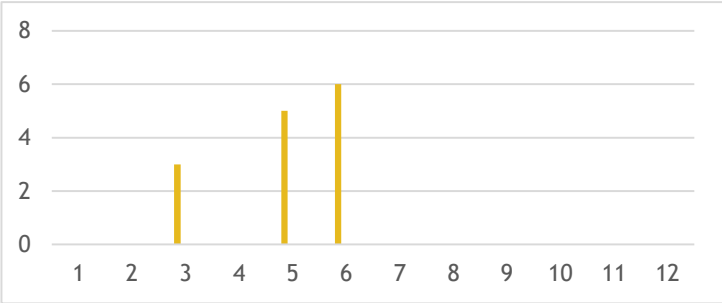
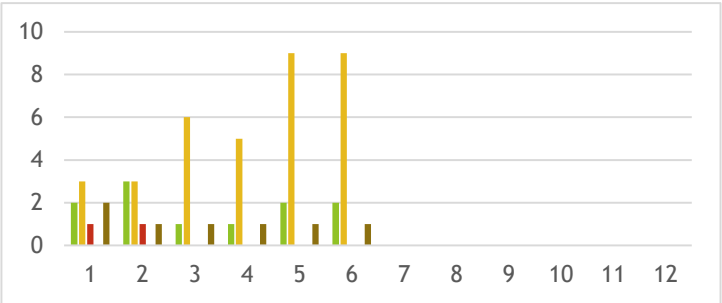
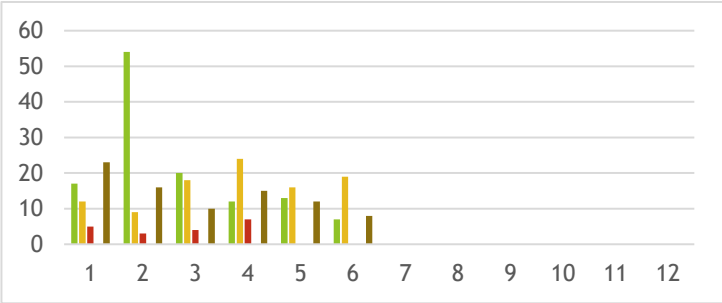
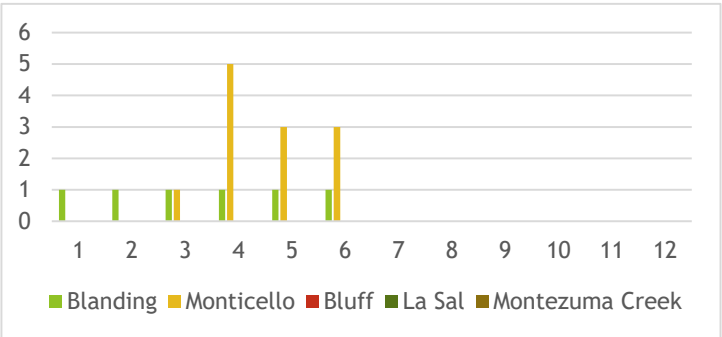
14	14	16	20	25	25								14
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SELF DIRECTED ACTIVITIES

ACTIVITY PARTICIPANTS



UNIQUE ACTIVITIES



LIBRARY EVENT PARTICIPANTS

UNIQUE EVENTS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	■
Participants 0-5													
Blanding	57	60	94	150	174	65							600
Monticello	20	10	24	16	49	15							134
Bluff													
La Sal													
Montezuma Creek													
Total	77	70	118	166	223	80							734

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	
Unique Activities 0-5													
Blanding	4	4	4	5	6	3							26
Monticello	4	3	4	4	5	3							23
Bluff													
La Sal													
Montezuma Creek													
Total	8	7	8	9	11	6							49

Participants 6-11													
Blanding	105	6			34	165							310
Monticello	43	68	51	34	269	167							632
Bluff													
La Sal													
Montezuma Creek													
Total	148	74	51	34	303	332							942

Unique Activities 6-11													
Blanding	2	1			3	3							9
Monticello	3	3	4	3	9	4							26
Bluff													
La Sal													
Montezuma Creek													
Total	5	4	4	3	12	7							35

Participants 12-18													
Blanding	7	19	17	24	13	11							91
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total	7	19	17	24	13	11							91

Unique Activities 12-18													
Blanding	1	1	1	2	2	2							9
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total	1	1	1	2	2	2							9

Participants ADULT													
Blanding	10	29	39	58	42	27							205
Monticello		10		14	2	21							47
Bluff													
La Sal													
Montezuma Creek													
Total	10	39	39	72	44	48							252

Unique Activities ADULT													
Blanding	1	2	3	4	3	3							16
Monticello		1		3	1	2							7
Bluff													
La Sal													
Montezuma Creek													
Total	1	3	3	7	4	5							23

Participants GENERAL													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

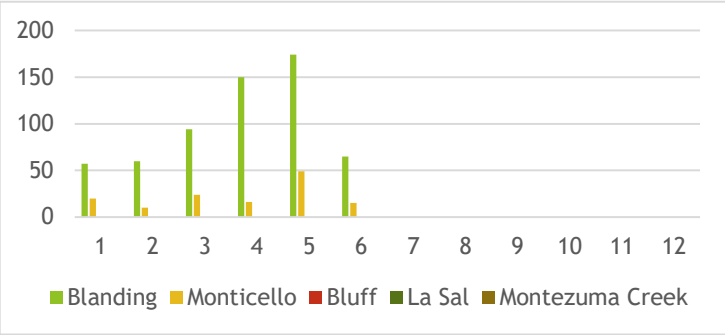
Unique Activities GENERAL													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

Grand Total	242	202	225	296	583	471							2019
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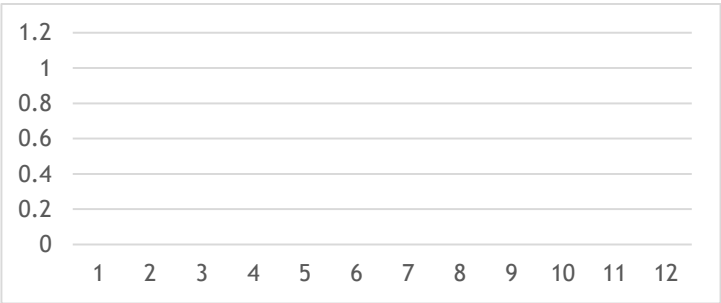
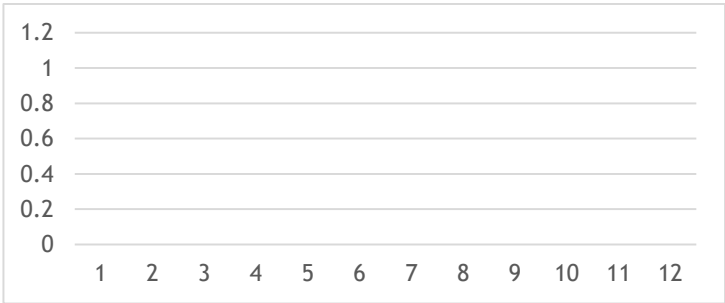
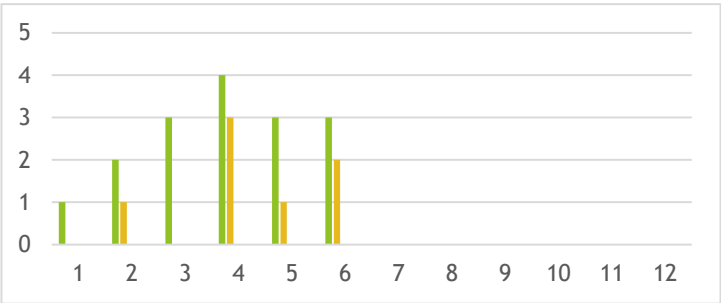
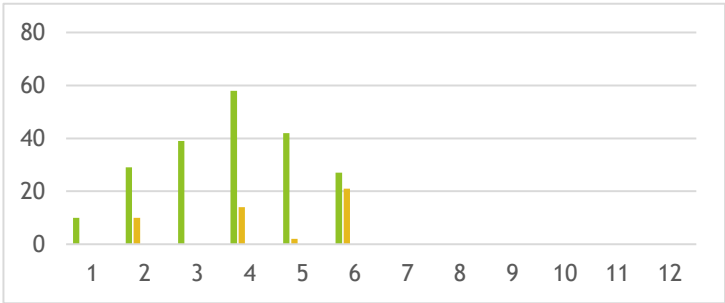
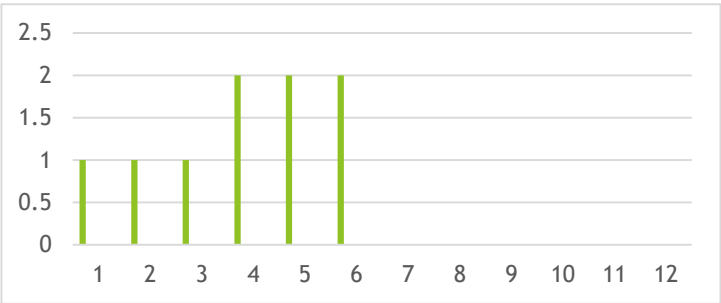
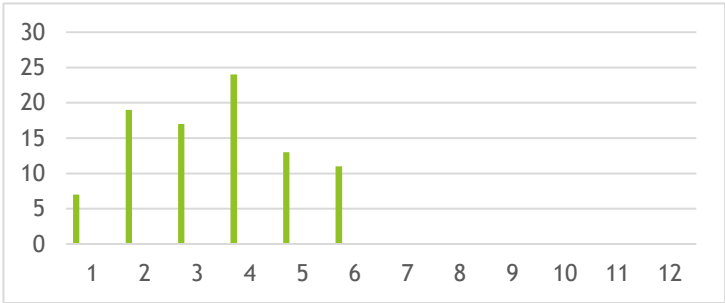
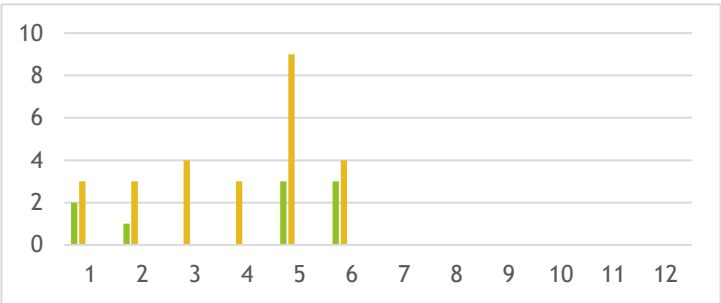
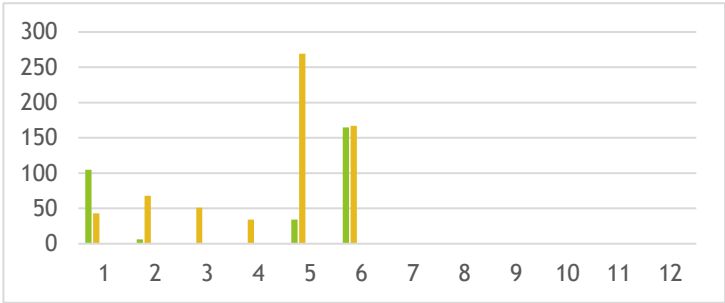
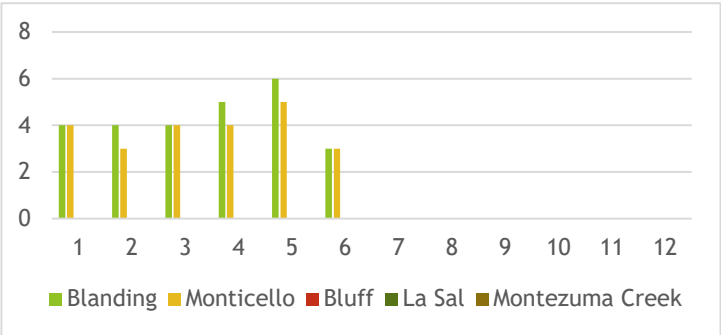
15	15	16	21	29	20								116
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LIBRARY EVENTS

EVENT PARTICIPANTS



UNIQUE EVENTS



OFFSITE EVENT PARTICIPANTS

UNIQUE EVENTS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	■
Participants 0-5													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	
Unique Activities 0-5													

Participants 6-11													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

Unique Activities 6-11													

Participants 12-18													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

Unique Activities 12-18													

Participants ADULT													
Blanding													
Monticello	182	183	211	192	264	216							1,248
Bluff													
La Sal													
Montezuma Creek													
Total	182	183	211	192	264	216							1,248

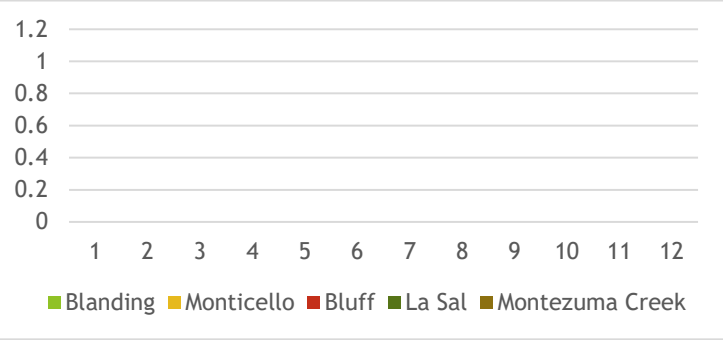
Unique Activities ADULT													
	5	4	4	4	5	4							26
	5	4	4	4	5	4							26

Participants GENERAL													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

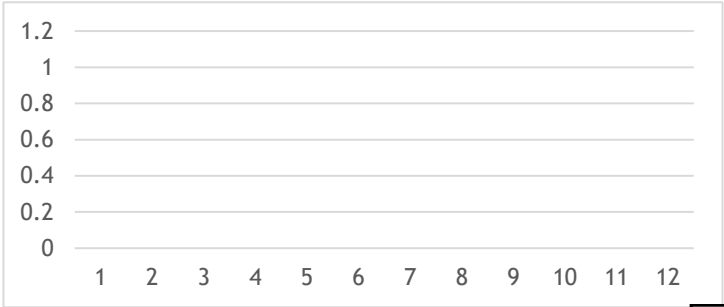
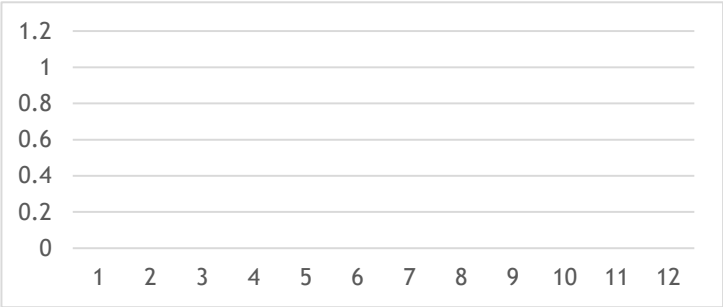
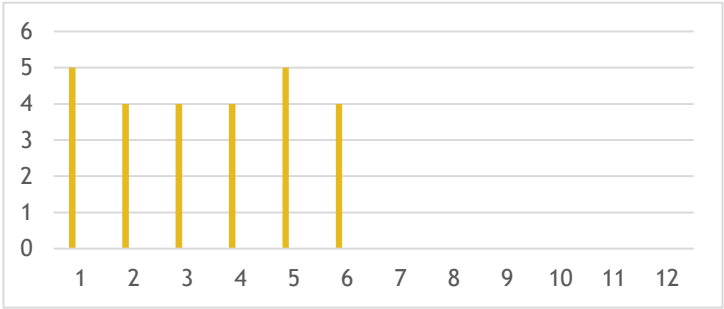
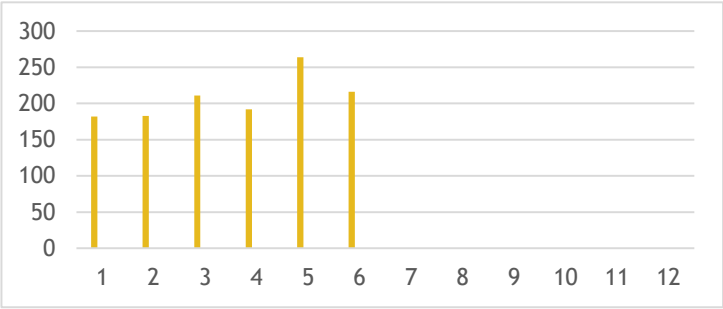
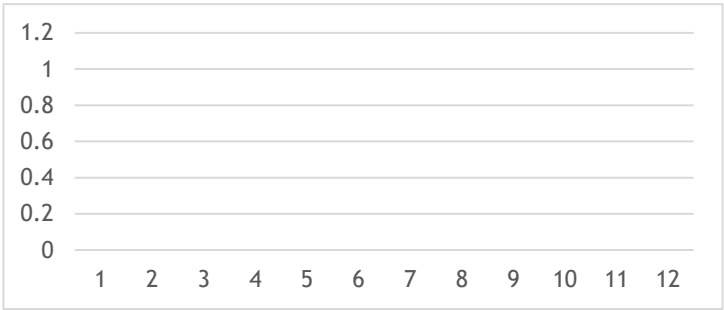
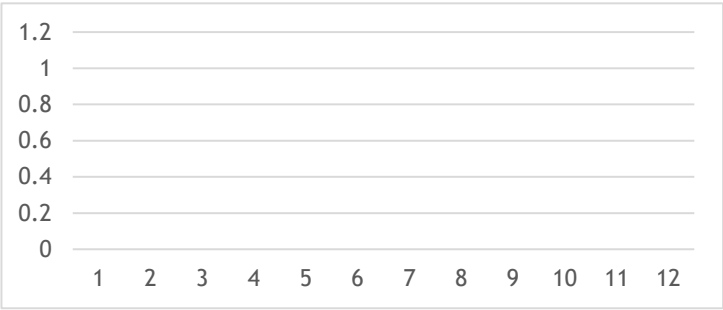
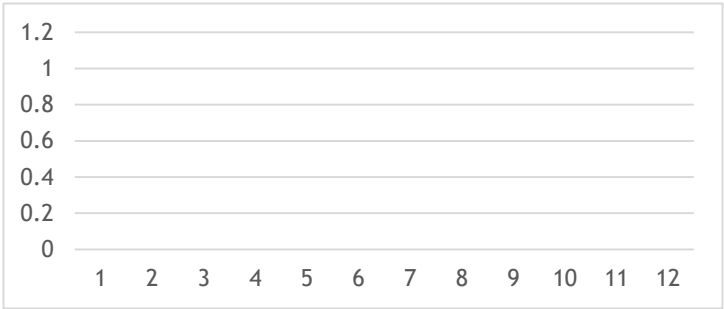
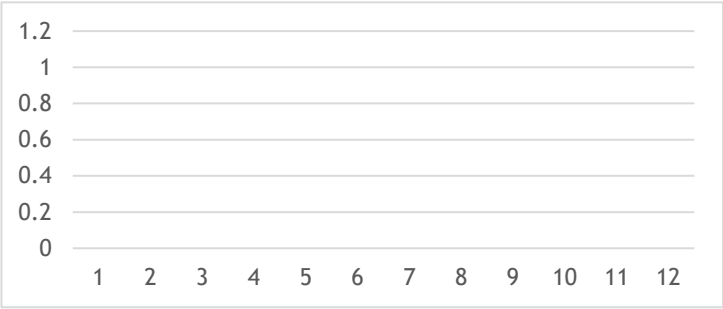
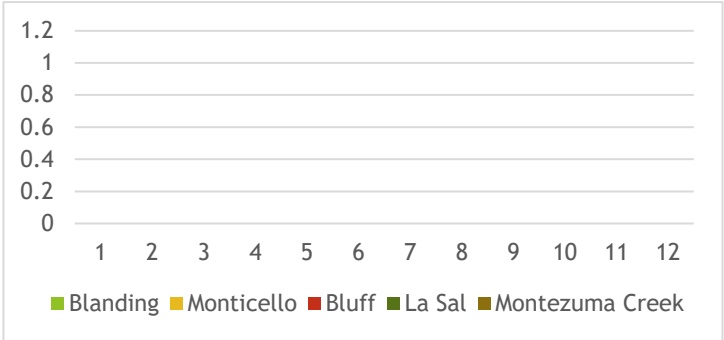
Unique Activities GENERAL													

OFFSITE EVENTS

EVENT PARTICIPANTS



UNIQUE EVENTS



VIRTUAL PARTICIPANTS

UNIQUE EVENTS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	■
Participants 0-5													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
	1	2	3	4	5	6	7	8	9	10	11	12	
Unique Activities 0-5													

Participants 6-11													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

Unique Activities 6-11													

Participants 12-18													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

Unique Activities 12-18													

Participants ADULT													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

Unique Activities ADULT													

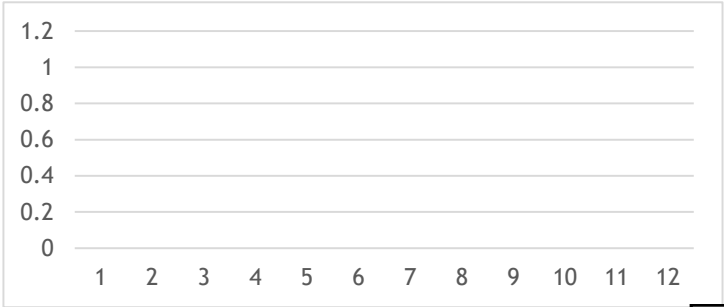
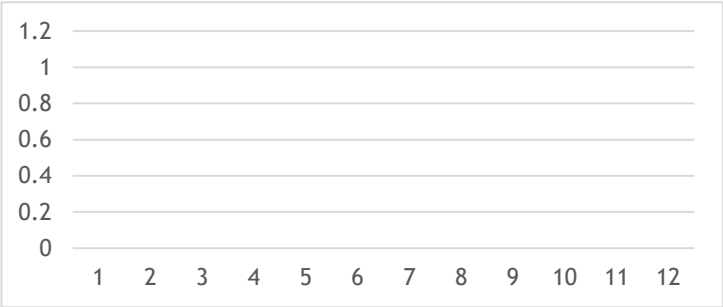
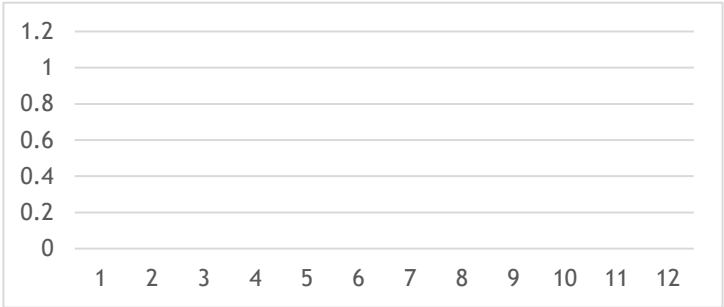
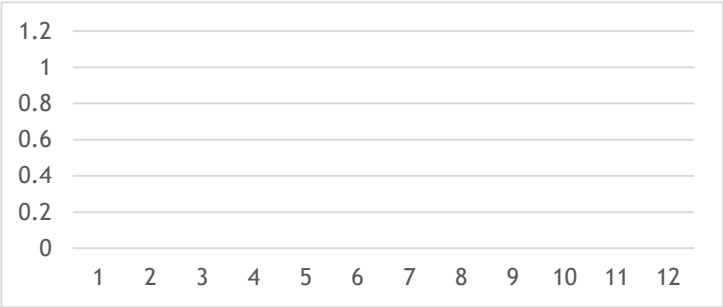
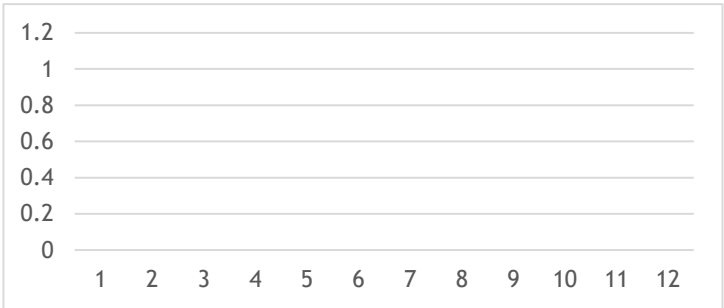
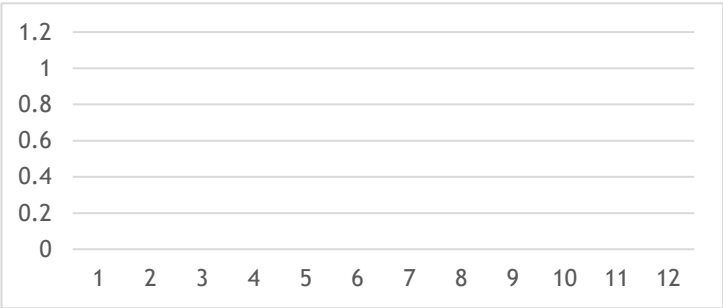
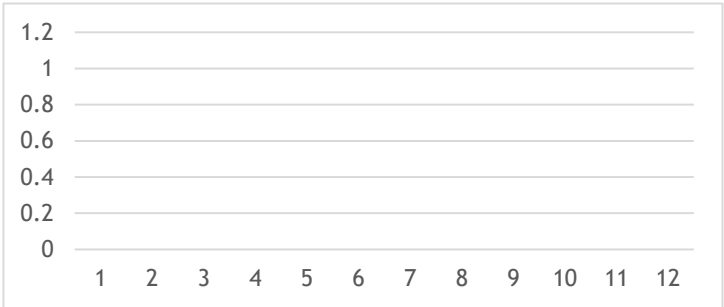
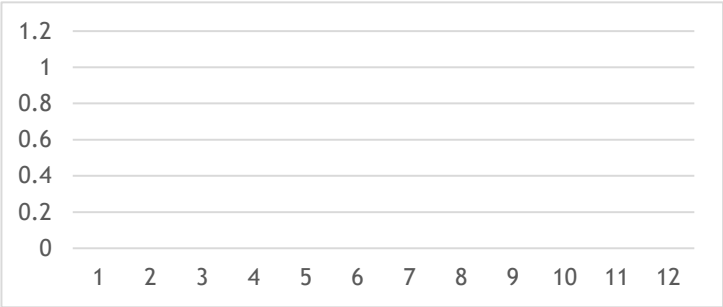
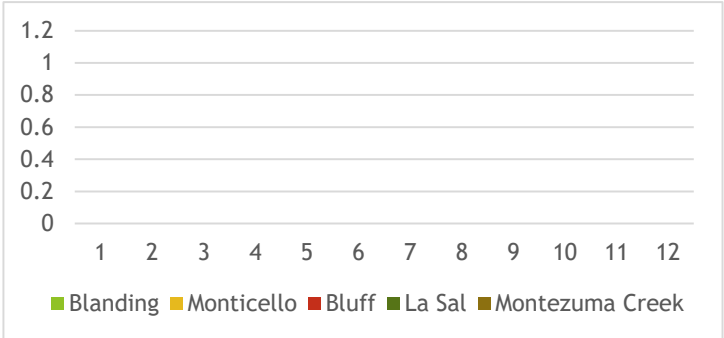
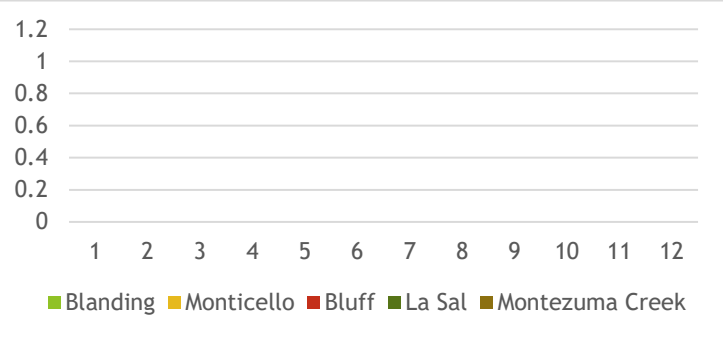
Participants GENERAL													
Blanding													
Monticello													
Bluff													
La Sal													
Montezuma Creek													
Total													

Unique Activities GENERAL													

VIRTUAL EVENTS

EVENT PARTICIPANTS

UNIQUE EVENTS



SUMMER READING PROGRAM SIGN UP

Sign Up	0 - 11	12-18	General	Total
Blanding	154	23	45	222
Monticello	89	17	23	129
Bluff				
La Sal				
Montezuma Creek				
Total	243	40	68	351

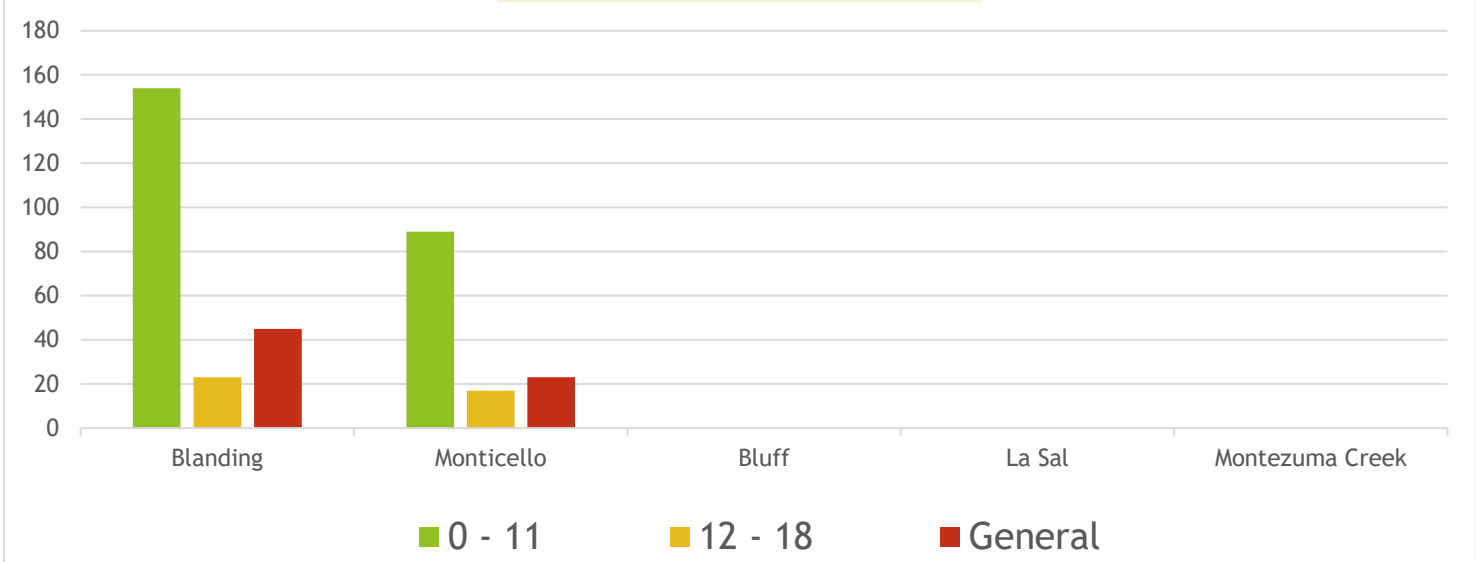
SUMMER READING EVENT PARTICIPANTS

Participants	0 - 11	12-18	General	Total
Blanding	215	15	29	259
Monticello	167			167
Bluff				
La Sal				
Montezuma Creek				
Total	382	15	29	426

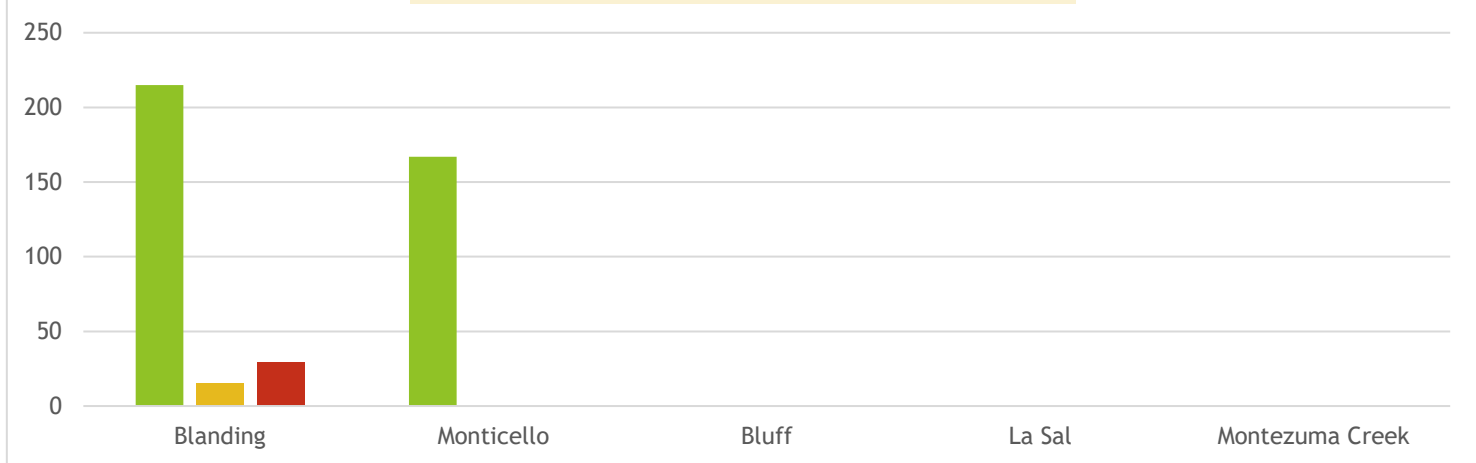
SUMMER READING UNIQUE EVENTS

Unique Events	0 - 11	12-18	General	Total
Blanding	3	2	3	8
Monticello	4			4
Bluff				
La Sal				
Montezuma Creek				
Total	7	2	3	12

SUMMER READING SIGN UP



SUMMER READING EVENT PARTICIPANTS



SUMMER READING UNIQUE EVENTS



San Juan County
Financial Statement - Library Financials
01/01/2025 to 06/30/2025
50.00% of the fiscal year has expired

Item 9.

	June Actual	2025 Year-to-Date Actual
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
72.1110000 General Checking - Combined - Library	6,204.18	(182,560.16)
72.1112000 Zions - Payroll	(19,185.69)	(19,185.69)
72.1162000 PTIF 897 General - Library	0.00	437,980.55
72.1175000 Undeposited Receipts	(123.52)	0.00
Total Cash and cash equivalents	(13,105.03)	236,234.70
Total Current Assets	(13,105.03)	236,234.70
Total Assets:	(13,105.03)	236,234.70
Liabilites and Fund Equity:		
Liabilities:		
Current liabilities		
72.2131000 Accounts Payable	(670.76)	50.00
Total Current liabilities	(670.76)	50.00
Total Liabilities:	(670.76)	50.00
Equity - Paid In / Contributed		
72.2951000 Fund Balance - Unappropriated	(12,434.27)	363,527.62
72.2961000 Fund Balance - Appropriated	0.00	(134,340.00)
Total Equity - Paid In / Contributed	(12,434.27)	229,187.62
Total Liabilites and Fund Equity:	(13,105.03)	229,237.62
Total Net Position	0.00	6,997.08

San Juan County
Financial Statement - Library Financials
01/01/2025 to 06/30/2025
50.00% of the fiscal year has expired

Item 9.

	June Actual	2025 Year-to-Date Actual	2025 Budget	Unearned/ Unused	% Earned/ Used
Change In Net Position					
Revenue:					
Taxes					
72.3110000 Property Taxes	0.00	0.00	432,300.00	432,300.00	0.00%
Total Taxes	0.00	0.00	432,300.00	432,300.00	0.00%
Intergovernmental revenue					
72.3310000 Other Federal Grants	0.00	0.00	10,780.00	10,780.00	0.00%
72.3314000 UEN Grant	0.00	6,450.60	0.00	(6,450.60)	0.00%
72.3340000 Other State Grants	0.00	0.00	7,000.00	7,000.00	0.00%
72.3345000 Other State Grants Deferred	0.00	7,035.00			
72.3350000 Local Private Grants	0.00	3,000.00	0.00	(3,000.00)	0.00%
Total Intergovernmental revenue	0.00	9,450.60	17,780.00	8,329.40	53.15%
Charges for services					
72.3413000 Library Fees	0.00	521.38	2,100.00	1,578.62	24.83%
72.3415000 Sale of Maps/Publications	0.00	406.12	1,800.00	1,393.88	22.56%
72.3495000 Copier	48.80	1,786.84	5,000.00	3,213.16	35.74%
Total Charges for services	48.80	2,714.34	8,900.00	6,185.66	30.50%
Fines and forfeitures					
72.3512000 Library Fines	4.00	312.37	500.00	187.63	62.47%
Total Fines and forfeitures	4.00	312.37	500.00	187.63	62.47%
Interest					
72.3610000 Interest Earnings	0.00	6,382.04	18,000.00	11,617.96	35.46%
Total Interest	0.00	6,382.04	18,000.00	11,617.96	35.46%
Miscellaneous revenue					
72.3620000 Rents and Concessions	0.00	1,425.05	1,000.00	(425.05)	142.51%
Total Miscellaneous revenue	0.00	1,425.05	1,000.00	(425.05)	142.51%
Contributions and transfers					
72.3825000 Transfers from General Fund	0.00	0.00	246,030.00	246,030.00	0.00%
72.3830000 Contributions Private	0.00	1,122.41	1,300.00	177.59	86.34%
Total Contributions and transfers	0.00	1,122.41	247,330.00	246,207.59	0.45%
Total Revenue:	52.80	21,406.81	725,810.00	704,403.19	2.95%
Expenditures:					
Parks, Recreation, and Public Property					
Library					
Monticello Library Building					
72.4167110 Salaries and Wages	1,134.85	22,869.07	43,100.00	20,230.93	53.06%
72.4167111 Overtime and Comp	2.05	12.54	0.00	(12.54)	0.00%
72.4167131 FICA Expense	84.03	1,702.08	3,200.00	1,497.92	53.19%
72.4167132 Retirement Benefits	121.99	2,209.71	5,000.00	2,790.29	44.19%
72.4167134 Health Insurance	2.71	25.15	0.00	(25.15)	0.00%
72.4167251 Gas, Oil and Grease	88.66	88.66	500.00	411.34	17.73%
72.4167260 Buildings and Grounds	0.00	473.55	3,000.00	2,526.45	15.79%
72.4167270 Utilities	0.00	4,543.83	9,300.00	4,756.17	48.86%
72.4167310 Professional and Technical	0.00	199.10	6,000.00	5,800.90	3.32%
72.4167610 Miscellaneous Supplies	0.00	0.00	200.00	200.00	0.00%
Total Monticello Library Building	1,434.29	32,123.69	70,300.00	38,176.31	45.70%
Blanding Library Building					

San Juan County
Financial Statement - Library Financials
01/01/2025 to 06/30/2025
50.00% of the fiscal year has expired

Item 9.

	June Actual	2025 Year-to-Date Actual	2025 Budget	Unearned/ Unused	% Earned/ Used
72.4168110 Salaries and Wages	1,711.84	34,251.23	79,600.00	45,348.77	43.03%
72.4168111 Overtime and Comp	2.05	12.54	0.00	(12.54)	0.00%
72.4168131 FICA Expense	129.24	2,588.29	6,000.00	3,411.71	43.14%
72.4168132 Retirement Benefits	64.54	1,282.34	3,200.00	1,917.66	40.07%
72.4168260 Buildings and Grounds	0.00	2,014.13	0.00	(2,014.13)	0.00%
72.4168270 Utilities	0.00	4,024.46	0.00	(4,024.46)	0.00%
72.4168310 Professional and Technical	0.00	222.40	0.00	(222.40)	0.00%
72.4168610 Miscellaneous Supplies	0.00	19.99	200.00	180.01	10.00%
Total Blanding Library Building	1,907.67	44,415.38	89,000.00	44,584.62	49.90%
Satellite Buildings					
72.4169110 Salaries and Wages	163.54	3,250.05	7,600.00	4,349.95	42.76%
72.4169111 Overtime and Comp	1.85	10.40	0.00	(10.40)	0.00%
72.4169131 FICA Expense	12.53	247.75	500.00	252.25	49.55%
72.4169132 Retirement Benefits	27.80	551.46	1,400.00	848.54	39.39%
72.4169310 Professional and Technical	0.00	118.75	300.00	181.25	39.58%
Total Satellite Buildings	205.72	4,178.41	9,800.00	5,621.59	42.64%
Library Board					
72.4580620 Miscellaneous Services	50.00	850.00	2,500.00	1,650.00	34.00%
Total Library Board	50.00	850.00	2,500.00	1,650.00	34.00%
San Juan County Library System					
72.4141740 Library Equipment Capital Outlay	0.00	(10.42)	0.00	10.42	0.00%
72.4581110 Salaries and Wages	4,788.85	101,248.16	250,700.00	149,451.84	40.39%
72.4581111 Overtime and Comp	0.00	30.36	700.00	669.64	4.34%
72.4581131 FICA Expense	346.64	7,488.85	18,400.00	10,911.15	40.70%
72.4581132 Retirement Benefits	744.59	14,501.56	34,300.00	19,798.44	42.28%
72.4581133 HSA Contribution	148.95	1,650.26	4,800.00	3,149.74	34.38%
72.4581134 Health Insurance	2,637.81	28,549.52	62,300.00	33,750.48	45.83%
72.4581140 Other Employee Benefits	57.55	669.76	1,400.00	730.24	47.84%
72.4581210 Subscriptions and Memberships	0.00	866.36	1,230.00	363.64	70.44%
72.4581220 Public Notices	0.00	13.30	720.00	706.70	1.85%
72.4581230 Travel Expense	0.00	452.40	2,020.00	1,567.60	22.40%
72.4581240 Office Expense	0.00	1,823.63	5,250.00	3,426.37	34.74%
72.4581241 Postage	0.00	175.20	450.00	274.80	38.93%
72.4581242 Software Maintenance	0.00	4,140.00	6,890.00	2,750.00	60.09%
72.4581250 Computer Maintenance/Supplies	0.00	614.00	5,100.00	4,486.00	12.04%
72.4581251 Gas, Oil and Grease	0.00	301.30	2,850.00	2,548.70	10.57%
72.4581280 Telephone	0.00	27.95	2,000.00	1,972.05	1.40%
72.4581310 Professional and Technical	0.00	7.00	0.00	(7.00)	0.00%
72.4581330 Employee Education	0.00	24.99	1,230.00	1,205.01	2.03%
72.4581480 Collection Development	0.00	8,243.26	24,500.00	16,256.74	33.65%
72.4581610 Miscellaneous Supplies/Service	0.00	190.49	800.00	609.51	23.81%
72.4581620 Special Programs	0.00	1,032.82	3,700.00	2,667.18	27.91%
72.4581650 Intergovernmental Charges	0.00	0.00	92,660.00	92,660.00	0.00%
72.4581740 Equipment Purchases	0.00	0.00	5,250.00	5,250.00	0.00%
72.4581914 Contributions to Other Units - Local	0.00	6,000.00	6,000.00	0.00	100.00%
72.4581915 Contributions to Other Units - State	165.00	990.00	3,180.00	2,190.00	31.13%
72.4581920 Grant Expenses - Reimbursed	0.00	781.02	17,780.00	16,998.98	4.39%
72.4581923 Grant Expenses - Borrower Support	0.00	2,118.03	0.00	(2,118.03)	0.00%
72.4581924 Grant Expenses - UEN Grant	0.00	6,450.60	0.00	(6,450.60)	0.00%
72.4581925 Grant Expenses - Clef Grant	0.00	4,230.33	0.00	(4,230.33)	0.00%

San Juan County
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Item 9.

	June Actual	2025 Year-to-Date Actual	2025 Budget	Unearned/ Unused	% Earned/ Used
Total San Juan County Library System	8,889.39	192,610.73	554,210.00	361,599.27	34.75%
Total Library	12,487.07	274,178.21	725,810.00	451,631.79	37.78%
Total Parks, Recreation, and Public Property	12,487.07	274,178.21	725,810.00	451,631.79	37.78%
Total Expenditures:	12,487.07	274,178.21	725,810.00	451,631.79	37.78%
Total Change In Net Position	(12,434.27)	(252,771.40)	0.00	252,771.40	0.00%



ASSISTANT DIRECTOR REPORT

MEETING DATE:

July 14, 2025

ITEM TITLE, PRESENTER:

Monticello Report, Presented by Mikaela Ramsay,
Assistant Library Director & Monticello Branch
Librarian

MONTICELLO LIBRARY SUMMER EVENTS



Scales & Tails brought our largest crowd yet. A thanks to Monticello City for partnering with us to share their park and pavilion.



Park Ranger Isabel from the Needles District has partnered with the Monticello Library for several Story Time events. The next one is August 9th. I loved her method of using a Jack the Rabbit and Coyote as supporting characters while reading books about local wildlife.



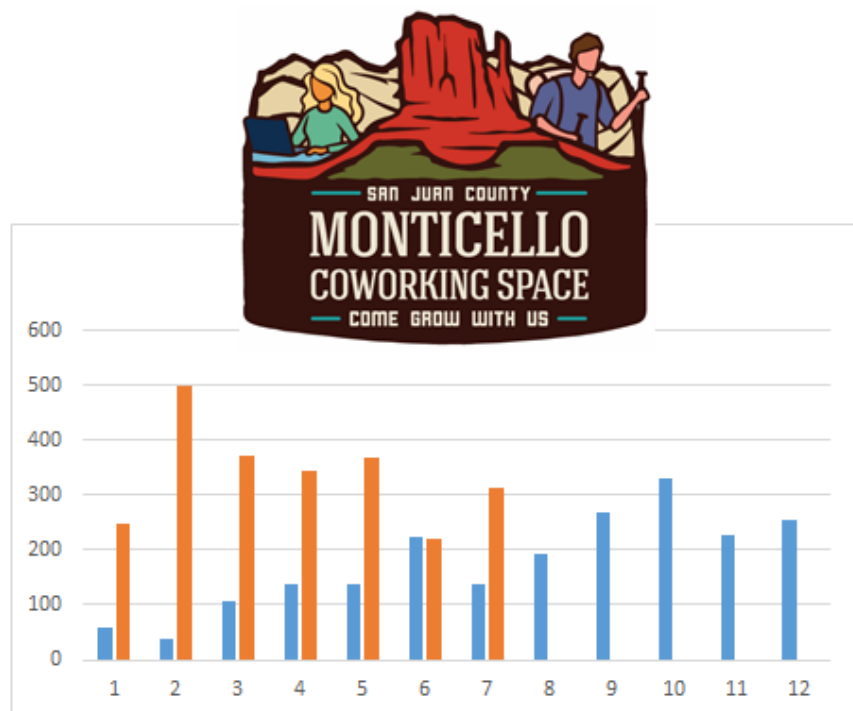


Library Float created by the amazing Blanding Library Staff under Ginnie Brook's direction with a special thanks to Monticello's Sally Jack for some float supplies. This float was used in Blanding for the 4th of July and will be used again in Monticello for the 24th of July parade. It was designed so that we can easily store the supplies for future years too, freshening the design as needed but recycling most of the supplies.

stripe

As of July 14, 2025

Month	2024	2025
1	59.64	\$249.18
2	39.07	\$497.75
3	107.79	\$371.96
4	138.49	\$343.20
5	137.16	\$366.34
6	223.34	\$219.21
7	138.68	\$313.82
8	191.17	
9	267.94	
10	328.91	
11	226.75	
12	253.87	
Total	\$2,112.81	\$2,361.46



The Coworking Space has earned more than last year and we still have a few months to go. All three private booth spaces have a regular monthly renter so we have some steady income.