



LIBRARY BOARD MEETING - SEP 2021
Blanding Library/Virtual: <https://meet.google.com/zzt-ngeu-rmo>
September 08, 2021 at 5:30 PM

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) July 2021 Minutes for approval.

PUBLIC COMMENT

BUSINESS/ACTION

- [2.](#) Budget
3. Friends of the Library

LIBRARY DIRECTOR REPORT

- [4.](#) Director's Report

REPORTS FOR BLANDING, MONTICELLO AND SATELLITES

LIBRARY CHAIR REPORT

5. Other Communication
6. Agenda Items for Next Meeting

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 MEETING

Virtual/Blanding Library
July 14, 2021 at 5:30 PM

MINUTES

CALL TO ORDER: 5:39 p.m.

ROLL CALL

Present: Ramona Chamberlain (Acting Board Chair); Lucille Cody, Carolyn Dailey, Tim Schulte, Genevieve Ford (Board Members); Nicole Perkins (Library Director); Mikaela Ramsay (Assistant Library Director); Mack McDonald (County Representative)

Absent: N/A

APPROVAL OF MINUTES

1. Approval for May 19, 2021 Library Board Minutes. Schulte motioned to approve the minutes and Ford seconded the motion. The vote was unanimous.

PUBLIC COMMENT

No members of public present

BUSINESS/ACTION

2. Open Meeting Training Follow-up: Board Members reported they had all watched the video training and reported to the director.
3. Amendments to Bylaws: It was reported that these amendments, which have been approved by the board are still waiting for approval from the County.
4. Grand County Library Agreement (Discussion): Those who use the Grand County library but reside outside County limits are generally charged \$60 per household a cost identical to that on Grand County property taxes in 2009. Dailey researched the issue by talking to Carrie Valdez, director of the library in Grand, who believes the cost would be more if recalculated today, but has no plans to charge more now that the agreement is up for renewal. Schulte found that San Juan County residents aren't charged a fixed rate on their property taxes, but the previous San Juan County Library Director found that the average was about \$25 per household. The board agreed to table any decisions about the Interlocal Agreement until the next board meeting.

5. La Sal Library Lease Agreement: Perkins reported that she is waiting for the La Sal Recreation Board to approve the agreement, so ratification was tabled until the next Library Board meeting.
6. Ratify Grant for ~~ARPP~~ ARPA (American Rescue Plan Act Physical Support Grant): This is a federal grant for ~~\$1200~~ \$12,000 that allows the library to purchase materials that circulate to the patrons. Dailey motioned to approve, Schulte seconded, and all were in favor.
7. Ratify Beehive Consortium Grant: This grant provides \$1888 for the library's digital collection. Ford motioned to approve, Dailey seconded, and voting was unanimous in the affirmative.
8. UETN (Utah Education and Telehealth Network) MOU? for Monticello Internet Service E-Rate Service Update and Approval. This contract will discount internet costs in Monticello to \$75 per month which would otherwise be \$750 per month. Ford moved to approve the contract, Schulte seconded, and voting was unanimous.

LIBRARY DIRECTOR REPORT

9. **Library Director's Report:** Perkins reported that more grants are pending. One will help cover Interlibrary Loan (ILL) costs for patrons until next year, another is a Hotspot grant (to help with Internet coverage for patrons) from ECF (Emergency Connectivity Funding). The UETN Consortium agreement is in progress. Also the Emergency Broadband Benefit and FCC (Federal Communications Commission) program also sponsored by the IMLS (Institute of Museum and Library Services) will allow individuals to apply for home internet assistance. Bookmarks are available to explain that system. The libraries are still doing the One Book One Utah program. Right now participants are reading *Summerlost* by Allie Condie. The Explorer Corp program previously discussed is also ongoing. The Utah State Library Recertification process is completed and the library once again passed with flying colors. Also, an Uplift Collection Development Training was completed by the head librarians.

REPORTS FOR BLANDING, MONTICELLO AND SATELLITES

Blanding Library: The CIRES Education and Outreach program from the University of Colorado is providing a "We Are Water" travelling exhibit to the library. The library will also received \$150 from the Baker and Taylor book exchange program. The Scales and Tales reptile show children's program had a huge attendance, partly due to its inclusion in marketing as part of the city's Fourth of July program.

Montezuma Creek Branch: Along with the Bluff, this branch is seeing mostly circulation of DVD and graphic novels, so they are working on their collections of these. Because of COVID restrictions continuing at this branch, Make-and-Take kits were provided for the summer reading program and seemed reasonably popular. Native-authored books were given to participants in the program like *Healer of the Water Monster* by Brian Young and the picture book *Fry Bread* by Kevin Maillard.

La Sal Branch: Also used Make-and-Take kits and is interviewing for a new librarian.

Budget Report: (Thanks to our intrepid head director and her amazing staff!) The San Juan County library has recently received more than twice the amount of grant monies budgeted in, so we are under budget spending although that isn't yet reflected in the monthly budget report. The budget needs to be adjusted to reflect those changes.

Monticello Library: Assistant Librarian's Report: Mikaela Ramsay reported on the Co-Working Hub being built in the library basement, saying that the walls are primed and painted and the glass entrance will arrive next week. The marketing materials match the county's tourism logos and look fantastic. The board also congratulated Ramsay on the float created for the Independence Day and Pioneer Day parades.

Perkins noted that she has been covering a lot of shifts at various library branches and so hiring one full-time (ideally) or three part-time library workers is looking necessary. She will bring a proposal to next board meeting.

LIBRARY BOARD CHAIR REPORT

8. Ramona Chamberlain asked for discussion of the creation of a Friends of the Library group. Perkins reported she has communicated with other directors and found that starting a program is very time consuming for directors to start up, which time is not currently available. However, because these programs can be great for fund-raising if some board members would be willing to take charge of starting the program, it might be possible. The board discussed taking a survey to see what kind of community interest exists. Heidi Fendricks from the State Library wondered why the library website doesn't have personal contact information for Trustees. The website currently states that patrons can contact us through the library director.

ADJOURN: Ford motioned to adjourn at 7:19 p.m., Schulte seconded, and voting was unanimous

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

APPROVED: _____
San Juan County Library Board

DATE: _____

San Juan County
Budgeting Worksheet
72 Library Fund - 1/1/2021 to __/__/2021
___% of the fiscal year has expired

Item 2.

Change in Net Position

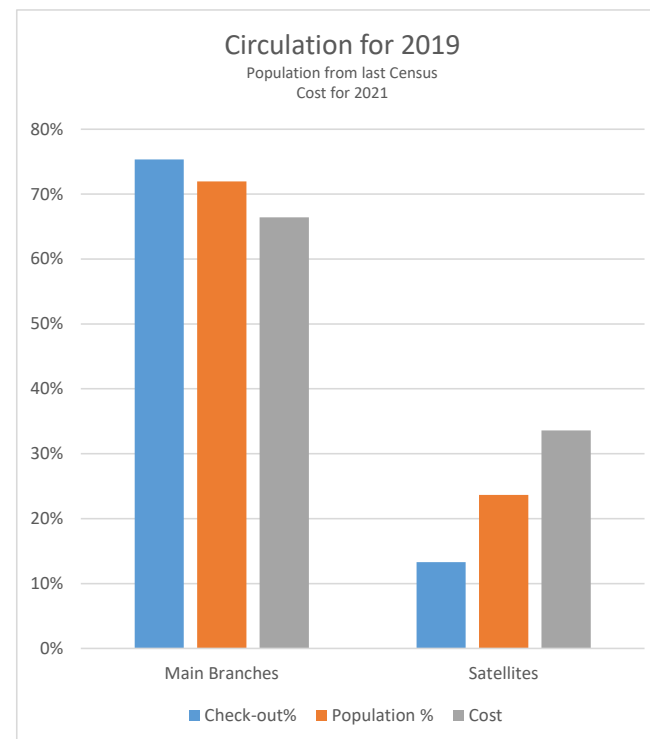
Expenditures:

	2018	2019	2020	2020	2020	2021	2021
	Actual	Actual	Budget	Year to Date	Amended	Budget	Budget Amended
Parks, Recreation and Public Library							
Library Board							
4580230 Travel Expense	297	505	900	131	510	750	750
4580330 Employee Education	-	-	300	-	-	300	300
4580620 Misc Services	1,000	1,300	2,100	1,200	1,450	1,450	1,450
Total Library Board	1,297	1,805	3,300	1,331	1,960	2,500	2,500
San Juan County Library System							
4581110 Salaries And Wages	197,679	195,317	205,317	155,072	195,317	213,855	213,855
4581131 FICA Expense	14,935	14,693	15,707	11,608	14,771	16,359	15,000
4581132 Retirement Benefits	13,406	14,175	13,840	11,123	12,881	12,216	15,000
4581134 Health Insurance	67,200	54,000	54,000	45,000	54,000	54,000	54,000
4581136 Unemployment Benefits	-		500	883	500	500	500
4581210 Subscriptions	1,365	1,253	900	867	960	1,120	1,120
4581220 Public Notices	775	564	250	129	250	240	500
4581230 Travel	2,313	811	1,000	287	500	1,500	750
4581240 Office Expenses	7,955	6,267	9,000	3,808	7,000	6,950	7,700
4581241 Postage	3,014	2,817	3,200	1,385	2,100	2,900	300
4581242 Software Maintenance	149	5,519	4,500	3,451	4,500	4,500	4,000
4581250 Computer Maintain/Ink	3,148	3,943	4,000	3,365	4,000	4,000	3,500
4581251 Gas/Oil/Auto	3,183	2,791	2,500	862	1,400	2,400	1,400
4581280 Telephone	9,659	10,070	9,500	8,185	13,100	9,500	6,500
4581330 Education	564	402	500	97	200	675	675
4581480 Collection Development	60,525	59,487	55,000	23,253	28,000	27,911	21,911
4581610 Miscellaneous Supplies	1,609	1,012	700	421	700	700	700
4581620 Special Programs	9,645	9,941	4,000	4,941	6,000	4,785	2,000
4581740 Equipment Purchases	7,095	8,858	2,000	17,617	20,200	1,300	1,300
4581915 Transfers To Other Units	23,040	23,195	25,570	7,650	15,570	22,180	22,180
4581920 Grant Expenses						-	*69000
Total San Juan County Library System	427,259	415,115	411,984	300,004	381,949	387,591	372,891
Total Library	428,556	416,920	415,284	301,335	383,909	390,091	375,391
Total Parks, Recreation and Public Library	428,556	416,920	415,284	301,335	383,909	390,091	375,391
Total Expenditures:	428,556	416,920	415,284	301,335	383,909	390,091	375,391
Total Change in Net Position	428,556	416,920	415,284	301,335	383,909	390,091	375,391

San Juan County
Budgeting Worksheet
72 Library Fund - 1/1/2020 to 10/27/2020
83.33% of the fiscal year has expired

Item 2.

Change in Net Position Expenditures:	Base Costs	Additional Costs	
	Main Branches Costs 2021	Bluff Costs 2021	All Satellites Costs 2021
Parks, Recreation and Public Library			
Library Board			
4580230 Travel Expense	750	-	-
4580330 Employee Education	300	-	-
4580620 Misc Services	1,450	-	-
Total Library Board	2,500	-	-
San Juan County Library System			
4581110 Salaries And Wages		-	-
4581131 FICA Expense		-	-
4581132 Retirement Benefits		-	-
4581134 Health Insurance		-	-
4581136 Unemployment Benefits	500	-	(4,540)
4581210 Subscriptions	970	30	150
4581220 Public Notices	140	-	100
4581230 Travel	675	550	825
4581240 Office Expenses	4,350	600	2,600
4581241 Postage	2,125	300	775
4581242 Software Maintenance	3,828	224	672
4581250 Computer Maintain/Ink	3,350	350	650
4581251 Gas/Oil/Auto	1,000	-	1,400
4581280 Telephone	3,310	5,190	6,190
4581330 Education	125	25	75
4581480 Collection Development	21,100	2,300	3,400
4581610 Miscellaneous Supplies	550	50	150
4581620 Special Programs	3,925	100	685
4581740 Equipment Purchases	1,500	-	-
4581915 Transfers To Other Units	6,000	-	16,180
Total San Juan County Library System	57,988	9,719	29,312
Total Library	60,488	9,719	29,312
Total Parks, Recreation and Public Library	60,488	9,719	29,312
Total Expenditures:	60,488	9,719	29,312
Total Change in Net Posititon	60,488	9,719	29,312





STATE OF UTAH

CONTRACT #

1. CONTRACTING PARTIES: This contract is between the following agency of the State of Utah: **Department of Cultural and Community Engagement, Agency Code: 710, State Library Division**, referred to as **STATE**, and **San Juan County Library System**, referred to as **GRANTEE**.

San Juan County Library System
25 W 300 S
Blanding
UT, 84511-3829

DUNS # (required): 070018296
Contact Person: Nicole Perkins
PhoneNumber:(435) 678-2335
Email: nperkins@sanjuancounty.org
VendorID#:06866HK Commodity Code # 99999

LEGAL STATUS OF GRANTEE
() Sole Proprietor
() Non-Profit Corporation
() For-Profit Corporation
(X) Government Agency

2. GENERAL PURPOSE OF CONTRACT: To fund LSTA Borrower Support Grant and provide support for Utah public libraries with a service population of under 22,000 who wish to expand their interlibrary loan services, in accordance with the provisions of Utah Code Annotated, 1953, as amended, Section 9-7-201 (3), Section 9-7-205 (1) (f) and 9-7-205 (2). Project will be completed by GRANTEE as outlined in Grant Application and in accordance with Scope of Work as outlined.
3. PROCUREMENT: This contract is entered into as the result of the procurement process on RX# N/A, FY N/A, Bid #N/A, a pre-approved sole source authorization (from the Division of Purchasing) SS# N/A, or other method: USL Library Borrower Support Project.
4. CONTRACT PERIOD: Effective Date: **07/01/2021** Termination Date: **06/30/2022**, unless terminated early or extended in accordance with the terms and conditions of this contract. Renewal options (if any): N/A. This Agreement must be returned to USL with all required GRANTEE initials and/or signatures by **07/01/2021**.
5. CONTRACT COSTS: GRANTEE will be paid a **maximum** of \$ 2495 for eligible interlibrary loan costs authorized by this contract. An "interlibrary loan request" is defined as a request made outside of an established consortium or county system through the OCLC WorldShare platform, in addition to requests for Book Buzz sets made directly to the State Library. This amount is calculated based on number of ILL requests requested during the six-month pilot project.
6. ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:
Attachment A – Standard Terms & Conditions for Grants
Attachment B – Scope of Work and Special Provisions
Attachment C – Federal Assurances and Certifications

Other Attachments: The following attachments are required for this Contract to comply with the aforementioned LSTA guidelines and are required for submission during project period as outlined. These documents are included in the total documentation for Contract, though received at different times during the effective dates of Contract.

- Final Report

Any conflicts between Attachment A and the other attachments will be resolved in favor of Attachment A.

7. Each person signing this Agreement represents and warrants that he/she is duly authorized and has legal capacity to execute and deliver this Agreement and bind the parties hereto. Each signatory represents and warrants to the other that the execution and delivery of the Agreement and the performance of each party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal

agreement binding on the parties and enforceable in accordance with its terms.

The parties sign and cause this contract to be executed. This contract is not fully executed until both parties have signed this contract.

GRANTEE

STATE

Director, Manager or Authorized Signatory

Director, State Library Division

Financial Officer

N/A Grant
Director, Division of Purchasing

Date

Director, Division of Finance

Agency Contact for questions during the contract process.

Marie Erickson
Agency Contact

801-715-6756
Phone Number

801-715-6767
Fax Number

merickson@utah.gov
Email

ATTACHMENT A

STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR GRANTS

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
 - a. **“Contract”** means these terms and conditions, the Contract Signature Page(s), and all other attachments and documents incorporated by reference.
 - b. **“Contract Signature Page(s)”** means the cover page(s) that the State and Grantee sign.
 - c. **“Grantee”** means the individual or entity which is the recipient of grant money from the State. The term “Grantee” includes Grantee’s agents, officers, employees, and partners.
 - d. **“Non-Public Information”** means information that is deemed private, protected, controlled, or exempt from disclosure under the Government Records Access and Management Act (GRAMA) or as non-public under other applicable state and federal laws. Non-public information includes those records the State determines are protected after having properly received a written claim of business confidentiality as described in Utah Code § 63G-2-309. The State reserves the right to identify additional of information that must be kept non-public under federal and state laws.
 - e. **“State”** means the State of Utah Department, Division, Office, Bureau, Agency, or other state entity identified on the Contract Signature Page(s).
 - f. **“Grant Money”** means money derived from state fees or tax revenues that is owned, held, or administered by the State.
 - g. **“SubGrantees”** means persons or entities under the direct or indirect control or responsibility of the Grantee, including, but not limited to, Grantee’s agents, consultants, employees, authorized resellers, or anyone else for whom the Grantee may be liable at any tier, including a person or entity providing or performing this Contract, including the Grantee’s manufacturers, distributors, and suppliers.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Grantee and all acts performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
4. **REQUIRED ACCOUNTING:** Grantee agrees that it shall provide to State the following accounting for all Grant Money received by the Grantee, at least annually, and no later than 60 days after all of the Grant Money is spent:
 - a. a written description and an itemized report detailing the expenditure of the Grant Money or the intended expenditure of any Grant Money that has not been spent; and
 - b. a final written itemized report when all the Grant Money is spent.
 - c. **NOTE: If the Grantee is a non-profit corporation,** Grantee shall make annual disclosures pursuant to the requirements of Utah Code § 51-2a-201.5.
5. **RECORDS ADMINISTRATION:** Grantee shall maintain or supervise the maintenance of all records, receipts and any other documentation necessary to properly account for payments made by the State to Grantee under this Contract, Grantee’s performance of the Contract terms and milestones, and outcomes reported to the State by the Grantee. These records shall be retained by Grantee for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Grantee agrees to allow, at no additional cost, State of Utah and federal auditors, State Entity staff, and/or a party hired by the State access to all records necessary to account for all Grant Money received by Grantee as a result of this contract and to verify that the Grantee’s use of the Grant Money is appropriate and has been properly reported.

6. **CONFLICT OF INTEREST:** Grantee represents that none of its officers or employees are officers or employees of the State of Utah, unless disclosure has been made to the State.
7. **INDEPENDENT GRANTEE:** Grantee and SubGrantees, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State.
8. **INDEMNITY:** Grantee shall be fully liable for the actions of its agents, employees, officers, partners, and SubGrantees, and shall fully indemnify, defend, and save harmless the State from all claims, losses, suits, actions, damages, and costs of every name and description arising out of Grantee's performance of this Contract caused by any intentional act or negligence of Grantee, its agents, employees, officers, partners, or SubGrantees, without limitation; provided, however, that the Grantee shall not indemnify for that portion of any claim, loss, or damage arising hereunder due to the sole fault of the State. The parties agree that if there are any limitations of the Grantee's liability, including a limitation of liability clause for anyone for whom the Grantee is responsible, such limitations of liability will not apply to injuries to persons, including death, or to damages to property.
9. **EMPLOYMENT PRACTICES:** Grantee agrees to abide by federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90 which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the work place. Grantee further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Grantee's employees.
10. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, which amendment will be attached to this Contract. Automatic renewals will not apply to this Contract even if listed elsewhere in this Contract.
11. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Grantee, this Contract may be terminated in whole or in part at the sole discretion of the State, if the State reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State's ability to pay under this Contract. A change of available funds as used in this paragraph, includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.
12. **WORKERS COMPENSATION INSURANCE:** Grantee shall maintain during the term of this Contract, workers' compensation insurance for all its employees as well as any SubGrantees. Worker's compensation insurance shall cover full liability under the worker's compensation laws of the jurisdiction in which the service is performed at the statutory limits required by said jurisdiction. Grantee acknowledges that within thirty (30) days of contract award, Grantee must submit proof of certificate of insurance that meets the above requirements.
13. **PUBLIC INFORMATION:** Grantee agrees that this Contract and invoices will be public documents, and may be available for distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Grantee gives the State express permission to make copies of this Contract, related documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Grantee and expressly approved by the State of Utah Division of Purchasing and General Services, all of which must be in accordance with

GRAMA, Grantee also agrees that the Grantee's Proposal to the Solicitation will be a public document, and copies may be given to the public as permitted under GRAMA. The State is not obligated to inform Grantee of any GRAMA requests for disclosure of this Contract, related documents, or invoices.

a. **Grantee** may designate certain business information as protected under GRAMA pursuant to Utah Code Section 63G-2-305 and 63G-2-309. It is Grantee's sole responsibility to comply with the requirements of GRAMA as it relates to information regarding trade secrets and information that should be protected under business confidentiality.

14. **PAYMENT:** The acceptance by Grantee of final payment, without a written protest filed with the State within ten (10) business days of receipt of final payment, shall release the State from all claims and all liability to the Grantee. The State's payment shall not be deemed an acceptance of the Services and is without prejudice to any and all claims that the State may have against Grantee.
15. **RECAPTURE:** State shall recapture and Grantee shall repay any Grant Money disbursed to Grantee that is not used by Grantee for the project identified or if the money is used for any illegal purpose.
16. **REVIEWS:** The State reserves the right to perform reviews, and/or comment upon the Grantee's use of the funds set forth in this Contract. Such reviews do not waive the requirement of Grantee to meet all of the terms and conditions of this Contract.
17. **ASSIGNMENT:** Grantee may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State.
18. **NON-PUBLIC INFORMATION:** If non-public Information is disclosed to Grantee, Grantee shall: (i) advise its agents, officers, employees, partners, and SubGrantees of the obligations set forth in this Contract; (ii) keep all Non-public Information strictly confidential; and (iii) not disclose any Non-public Information received by it to any third parties. Grantee will promptly notify the State of any potential or actual misuse or misappropriation of Non-public Information.

Grantee shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Grantee shall indemnify, hold harmless, and defend the State, including anyone for whom the State is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Grantee or anyone for whom the Grantee is liable.

Upon termination or expiration of this Contract and upon request by the State, Grantee will return all copies of Non-public Information to the State or certify, in writing, that the Non-public Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

19. **PUBLICITY:** Grantee shall submit to the State for written approval all advertising and publicity matters relating to this Contract. It is within the State's sole discretion whether to provide approval, which must be done in writing.
20. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** If intellectual property is exchanged in return for the funding set forth in this contract, Grantee will indemnify and hold the State harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State for infringement of a third party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Grantee's liability such limitations of liability will not apply to this section.

21. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State and Grantee each recognizes that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing.
22. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
23. **ATTORNEY'S FEES:** In the event of any judicial action to enforce rights under this Contract, the prevailing party shall be entitled its costs and expenses, including reasonable attorney's fees, incurred in connection with such action.
24. **DISPUTE RESOLUTION:** Prior to either party filing a judicial proceeding, the parties agree to participate in the mediation of any dispute. The State, after consultation with the Grantee, may appoint an expert or panel of experts to assist in the resolution of a dispute. If the State appoints such an expert or panel, State and Grantee agree to cooperate in good faith in providing information and documents to the expert or panel in an effort to resolve the dispute.
25. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Grantee's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Grantee or limits the rights of the State must be in writing and attached to this Contract or it is rendered null and void.
26. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default or defect in the Services that has not been cured.
27. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
28. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

(Revision date: 30 March 2016)

ATTACHMENT B
SCOPE OF WORK AND SPECIAL PROVISIONS

This Contract is entered into to provide for the cooperative development of local public library services in accordance with the provisions of Utah Code Ann. §§9-7-201(3), 9-7-205(1)(f) and 9-7-205(2) (LexisNexis 2015).

THEREFORE, the parties agree as follows:

1. **This Agreement must be returned to USL with all required GRANTEE initials and/or signatures by 07/01/2021.** Any exceptions must be arranged in writing via email to Marie Erickson, Library Resources Program Manager for USL at merickson@utah.gov.
2. The effective dates of Contract shall be from **07/01/2021** through **06/30/2022**, unless terminated sooner in accordance with the terms and conditions herein.
3. The amount payable to GRANTEE by USL for the performance of activities outlined in this Agreement shall not exceed **\$2495**. This amount is calculated based on number of ILL requests requested during the six-month pilot project.
4. This Agreement may be terminated with or without cause by either party with 60 days prior written notice. Upon termination of this Agreement, all accounts and payments for services rendered prior to the termination date will be processed according to established financial procedures. Advanced funds that are not used upon termination must be returned to USL within 30 days of termination date.
5. Communication between Agreement agencies shall be directed to those individuals appointed by each agency. Any information or other correspondence regarding this Agreement shall be forwarded through the designated contact person. These individuals are as follows:

USL Contact: Marie Erickson, merickson@utah.gov, 801-715-6756

GRANTEE Contact: Nicole Perkins Email: nperkins@sanjuancounty.org Phone: (435) 678-2335
6. The Catalog of Federal Domestic Assistance lists the LSTA grant program number as CFDA #45.310.

SCOPE OF WORK

1. Library Services and Technology Act (LSTA) funds will be used to finance approved projects. Approved projects will be required to follow State and Federal guidelines in regards to procurement, expenditure of funds, and reporting standards.
2. The Project Director must create a separate cost center for sub-award (LSTA) funds. LSTA funds may not be placed in an interest-bearing account.
3. The Project Director must set up an accounting system to track expenditures of LSTA, matching, and in-kind funds or services.
4. The GRANTEE must retain electronic copies of all invoices during the grant period. Copies must be complete and legible and be available for submission upon request.
5. The Project Director must read the Grant Administrative Guidelines within one (1) month of the start of the grant period.
6. The Project Director must retain all documentation (either in paper or electronic? format) related to the grant project for three (3) years after the completion of the grant.

7. If the Project Director or Financial Officer cannot fulfill their duties through the completion of the grant, the USL Contact must be informed within seven (7) working days.
8. *Any funds not expended by 06/30/2022, as outlined in Grant Application and final Grant Funding, will be reimbursed to USL by 07/10/2022.*
9. Final Report (including final budget information) is due to USL on or before **08/1/2022**.
10. Funds may be requested for reimbursement by submitting a LSTA Request for Reimbursement of Expenditures form found at <https://utahdcc.secure.force.com/usl/> with the associated documentation as needed throughout the Grant period.

SPECIAL PROVISIONS

USL agrees to the following:

1. USL will provide digital marketing materials to the GRANTEE for the purpose of promoting the service to their patrons.
2. USL will reimburse GRANTEE expenses as soon as possible after acceptable documentation is received.
3. USL will provide training to GRANTEE on ILL systems and other technical support.
4. Payments by USL under this Agreement are subject to the appropriation of such funds.

GRANTEE agrees to the following:

1. GRANTEE will review grant administrative guidelines and ensure adherence to said guidelines.
2. GRANTEE will provide priority interlibrary loan service to its patrons at no charge.
3. GRANTEE will mark all returned ILL items as "Library Mail" to take advantage of reduced postage rates.
4. GRANTEE will promote the services to patrons via social media and all other advertising channels at their disposal.
5. GRANTEE will submit requested report at the end of the grant period.
6. GRANTEE will submit requests for reimbursement for allowable expenses only. (See Allowable Expenses below.)
7. GRANTEE will ensure at least 24 loan requests are completed each year to receive these grant funds. Libraries not getting at least 24 loans will not be reimbursed for their ILL expenses.
8. GRANTEE will ensure that The Institute for Museums and Library Services 2021 Grants to States Award Guidance is followed in relevant part regarding where Utah State Library and sub-recipient "You and your sub-recipients must acknowledge IMLS in all related publications and activities supported with your award money. ... A kit with suggestions and materials to help you and your sub-recipients publicize grant activities is available at <https://www.imls.gov/grants/grantrecipients/grantee-communications-kit>." The IMLS website includes the IMLS logo available to download and use in published materials where appropriate.
9. GRANTEE will also ensure that The Utah State Library Division, Department of Cultural and Community Engagement, is acknowledged in all related publications and activities supported with LSTA grant funds. A combined acknowledgement statement may read: "This program was funded in part through a grant from Utah State Library Division, Department of Cultural and Community Engagement, and from the Institute of Museum and Library Services which administers the Library Services and Technology Act." Please use this combined statement in your publications and activities.

OTHER INFORMATION:

The links for the Final Report will be emailed to project directors. Grant Administrative Guidelines can be found at <https://docs.google.com/document/d/1imoSyIYtLDSBctiqmwCk514NEXixPNtjRPnFtkCCo7k/edit>.

Allowable Expenses

- Postage to return requested materials.
- Boxes and mailing envelopes to return requested materials.

- Mailing labels for materials requested
- Staff time to process these requests may also be an allowable expense if the requests are requiring time outside of normally scheduled staff hours. Please contact the Grants Coordinator, Rachel Cook (rcook@utah.gov) if you need to use these grant funds to cover staff time.

ATTACHMENT C
FEDERAL ASSURANCES AND CERTIFICATIONS

These pages are required by the Institute of Museum and Library Services (IMLS), the federal agency that oversees LSTA and ARPA funding. By signing this contract, GRANTEE agrees to comply with the following.

Subgrantee and Subcontractors. These terms refer to the applicant library and any vendors the library might use to complete the proposed project. Certification responsibilities extend beyond the grantee (Utah State Library Division) to subgrantees (Libraries) and subcontractors (Vendors and Partners) under certain circumstances. For more information on terms used in this section please refer to the **Definitions of Federal Assurances Terms**, after the Assurances.

Certification Regarding the Non-discrimination Statutes and Implementing Regulations
(Applies to Recipients Other than Individuals)

The applicant certifies that it will comply with the following nondiscrimination statutes and their implementing regulations: (a) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 et seq.), which prohibits discrimination on the basis of race, color, or national origin (note: as clarified by Executive Order 13166, reasonable steps must be taken to ensure that limited English proficient (LEP) persons have meaningful access to the programs (see IMLS guidance at 68 Federal Register 17679, April 10, 2003)); (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 et seq. including §794), which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R part 1170 in determining compliance with § 504 as it applies to recipients of Federal assistance); (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–83, 1685–86), which prohibits discrimination on the basis of sex in education programs; and (d) the Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age. (e) the requirements of any other nondiscrimination statute(s) which may apply.

Certification Regarding Debarment and Suspension

The applicant shall comply with 2 C.F.R. Part 3185 and 2 C.F.R. Part 180, as applicable. The authorized representative, on behalf of the applicant, certifies to the best of his or her knowledge and belief that neither the applicant nor any of its principals: are presently excluded or disqualified; have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. § 180.800(a) or had a civil judgment rendered against it or them for one of those offenses within that time period; are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

The applicant, as a primary tier participant, is required to comply with 2 C.F.R. Part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The applicant is also required to communicate the requirement to comply with 2 C.F.R. Part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the applicant enters into covered transactions.

As noted in the preceding paragraph, applicants who plan to use IMLS awards to fund contracts should be aware that they must comply with the communication and verification requirements set forth in the above Debarment and Suspension provisions.

In addition, the applicant agrees by submitting a proposal that, should the proposal be funded with LSTA/ARPA federal funds, the grantee shall not knowingly enter into any project-related transactions (as defined under "lower tier covered transaction") with a person who is debarred, suspended, proposed for debarment, ineligible or voluntarily excluded from participation on this covered transaction, unless authorized by the IMLS.

The applicant further agrees by submitting this proposal to include without modification the following cause in all lower tier covered transactions in all solicitations for lower tier covered transactions:

1. The prospective lower tier participant certified, by submission of the proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

A grantee may rely on the certification of a prospective sub-recipient that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A grantee may decide the method and frequency by which it determines the eligibility of its "principals."

Except when specifically authorized by the IMLS, if a grantee knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to the remedies available to the federal government, the IMLS may terminate this transaction for cause or default.

Certification Regarding Lobbying Activities

(Applies to Applicants Requesting Federal Funds in Excess of \$ 100,000)

The authorized representative certifies, to the best of his or her knowledge and belief, that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant, as provided in 31 U.S.C. § 1352) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- c. The authorized representative shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure, or as otherwise required by law. In addition, in accordance with Federal appropriations law, no IMLS funds may be used for publicity or propaganda purposes for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to

support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government. No IMLS funds may be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body.

Certification Regarding Trafficking in Persons

The applicant must comply with Federal law pertaining to trafficking in persons. Under 22 U.S.C. § 7104(g), any grant, contract, or cooperative agreement entered into by a Federal agency and a private entity shall include a condition that authorizes the Federal agency (IMLS) to terminate the grant, contract, or cooperative agreement, if the grantee, subgrantee, contractor, or subcontractor engages in trafficking in persons, procures a commercial sex act, or uses forced labor. 2 C.F.R. part 175 requires IMLS to include the following award term:

- a. Provisions applicable to a recipient that is a private entity.
 - 1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not –
 - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - ii. Procure a commercial sex act during the period of time that the award is in effect; or
 - iii. Use forced labor in the performance of the award or subawards under the award.
 - 2. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
 - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or Prepared By Utah State Library Grants Coordinator, August 2020 | Page 21
 - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either –
 - A. Associated with performance under this award; or
 - B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 C.F.R. part 3185.
- b. Provision applicable to a recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity –
 - 1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
 - 2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either –
 - i. Associated with performance under this award; or
 - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, "OMB Guidelines to Agencies on 9 Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 C.F.R. part 3185.
- c. Provisions applicable to any recipient.
 - 1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
 - 2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and

- ii. Is in addition to all other remedies for noncompliance that are available to us under this award.
- 3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
- d. Definitions. For purposes of this award term:
 - 1. "Employee" means either:
 - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
 - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 - 2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 - 3. "Private entity":
 - i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 C.F.R. part 175.25.
 - ii. Includes:
 - A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 C.F.R part 175.25(b).
 - B. A for-profit organization.
 - 4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. § 7102).

Internet Safety Certification

(b) Internet Safety Pursuant to 20 U.S.C. § 9134(b)(7), the State Library Administrative Agency provides assurance that it will comply with 20 U.S.C. § 9134(f), which sets out standards relating to Internet Safety for public libraries and public elementary school and secondary school libraries that do not receive services at discount rates under § 254(h)(6) of the Communications Act of 1934, and for which IMLS State Program funds are used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet. (See links to Children's Internet Protection Act (CIPA) in *Appendix F- Definitions of Federal Assurance Terms*).

Acknowledging IMLS

You and your subrecipients must acknowledge IMLS in all related publications and activities supported with your award money. An example acknowledgement would read: "This program was funded in part with a Federal award from the Institute of Museum and Library Services." A kit with suggestions and materials to help you and your subrecipients publicize grant activities is available at <https://www.ims.gov/grants/grantrecipients/grantee-communications-kit>. If you have any questions or need assistance, you may contact staff in the Office of Communications and Government Affairs at (202) 653-4757.

DEFINITIONS OF FEDERAL ASSURANCE TERMS

Covered Transaction

A covered transaction is either a primary or lower-tier covered transaction.

Debarment

An action taken by a debarring official in accordance with 45 CFR Part 1185 to exclude a person from participating in covered transactions. A person so excluded is “debarred.”

Debarment and Suspension

The applicant agrees by submitting a proposal that should the proposal be funded by the Institute of Museum and Library Services (IMLS), it shall not enter into any project related transactions with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the IMLS. It should be noted that, in terms of this certification, the legal definition of “person” includes organizations as well as individuals.

Ineligible

Excluded from participation in federal non-procurement programs pursuant to a determination of ineligibility under statutory, executive order or regulator authority, other than Executive Order 12549.

Lobbying Activities

Those who receive a subgrant, contract, or subcontract exceeding \$100,000 at any tier under an IMLS grant are required to file a certification and, when necessary, a disclosure form, to the next tier above.

Lower Tier Covered Transaction

- a) Any transaction between a participant and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction.
- b) Any procurement simplified acquisition threshold (currently \$100,000) under a primary covered transaction.
- c) Any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person will have a critical influence on or substantive control over that covered transaction. Such persons are project directors, principal investigators, and providers of federally-required audit services.

Participants

Any person who submits a proposal for, enters into, or reasonably may be expected to enter into a covered transaction. This term also includes any person who acts on behalf of or is authorized to commit a participant in a covered transaction as an agent or representative of another participant.

Person

Any individual, corporation, partnership, association, unit of government or legal entity, however organized, except foreign governments of foreign governmental entities, public international organizations, foreign government owned or controlled entities.

Primary Covered Transaction

Any non-procurement transaction between an agency and a person, regardless of type, including grants, cooperative agreements, scholarships, fellowships, contracts of assistance, loans, loan guarantees, subsidies, insurance, payments for specified use, donation, agreements, and any other nonprocurement transactions between a federal agency and a person.

Principal

Officer, director, owner, partner, key employee, or other person within a participant with primary management or supervisory responsibilities; or a person who has critical influence on or substantive control over a covered transaction, whether or not employed by the participant.

Suspension

An action taken by a suspending official in accordance with these regulations that immediately excludes a person from participating in covered transactions for a temporary period, pending completion of an

investigation and such legal, debarment, or Program Fraud Civil Remedies Act proceedings as may ensue.

Voluntarily Excluded

The status of non-participation or limited participation in covered transaction assumed by a person pursuant to the terms of a settlement.

Children's Internet Protection Act Certification (CIPA)

- Children's Internet Protection Act (CIPA) 47 CFR 54.520
<http://www.gpo.gov/fdsys/granule/CFR-2012-title47-vol3/CFR-2012-title47-vol3-sec54-520>
- Internet Safety 20 USC §9134 (f)(1) <http://uscode.house.gov/view.xhtml?req=granuleid:USC-prelim-title20section9134&num=0&edition=prelim>
- Internet and online access policy required UCA 9-7-215
<https://le.utah.gov/xcode/Title9/Chapter7/9-7-S215.html>



STATE OF UTAH CONTRACT # _____

1. CONTRACTING PARTIES: This contract is between the following agency of the State of Utah: **Department of Cultural and Community Engagement, Agency Code: 710, State Library Division**, referred to as **STATE**, and San Juan County Library System, referred to as **GRANTEE**.

San Juan County Library System
25 W 300 S
Blanding, UT 84511-3829

LEGAL STATUS OF GRANTEE
 Sole Proprietor
 Non-Profit Corporation
 For-Profit Corporation
 Government Agency

DUNS # (required): 070018296
Contact Person: Nicole Perkins
Phone Number: (435) 678-2335
Email: nperkins@sanjuancounty.org
Vendor ID #06866HK
Commodity Code # 99999

2. GENERAL PURPOSE OF CONTRACT: To fund ARPA Digital Inclusion Grant Projects, in accordance with the provisions of Utah Code Annotated, 1953, as amended, Section 9-7-201 (3), Section 9-7-205 (1) (f) and 9-7-205 (2). Project will be completed by GRANTEE as outlined in Grant Application and in accordance with Scope of Work as outlined.

3. PROCUREMENT: This contract is entered into as the result of the procurement process on RX# N/A, FY N/A, Bid #N/A, a pre-approved sole source authorization (from the Division of Purchasing) SS# N/A, or other method: USL ARPA Pandemic Response Grant Application.

4. CONTRACT PERIOD: Effective Date: 09/10/2021 Termination Date: 09/30/2022, unless terminated early or extended in accordance with the terms and conditions of this contract. Renewal options (if any): N/A. This Agreement must be returned to USL with all required GRANTEE initials and/or signatures by 09/10/2021.

5. CONTRACT COSTS: GRANTEE will be paid a maximum of \$ 24975 for costs authorized by this contract. Prompt Payment Discount (if any): N/A. Additional information regarding costs: N/A.

6. ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:
Attachment A – Standard Terms & Conditions for Grants
Attachment B – Scope of Work and Special Provisions
Attachment C – Federal Assurances

Other Attachments: The following attachments are required for this Contract to comply with the aforementioned LSTA guidelines, which ARPA funds must follow, and are required for submission during project period as outlined. These documents are included in the total documentation for Contract, though received at different times during the effective dates of Contract.

- Grant Application
- Interim Reports
- Final Report

Any conflicts between Attachment A and the other attachments will be resolved in favor of Attachment A.

- 7. Each person signing this Agreement represents and warrants that he/she is duly authorized and has legal capacity to execute and deliver this Agreement and bind the parties hereto. Each signatory represents and warrants to the other that the execution and delivery of the Agreement and the performance of each party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on the parties and enforceable in accordance with its terms.

The parties sign and cause this contract to be executed. This contract is not fully executed until both parties have signed this contract.

GRANTEE

STATE



 Director, Manager or Authorized Signatory

 Director, State Library Division



 Financial Officer

N/A Grant

 Director, Division of Purchasing

9/7/2021

 Date

 Director, Division of Finance

Agency Contact for questions during the contract process.

Rachel Cook
 Agency Contact

801-715-6722
 Phone Number

801-715-6767
 Fax Number

rcook@utah.gov
 Email

ATTACHMENT A
STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR GRANTS

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
 - a. **"Contract"** means these terms and conditions, the Contract Signature Page(s), and all other attachments and documents incorporated by reference.
 - b. **"Contract Signature Page(s)"** means the cover page(s) that the State and Grantee sign.
 - c. **"Grantee"** means the individual or entity which is the recipient of grant money from the State. The term "Grantee" includes Grantee's agents, officers, employees, and partners.
 - d. **"Non-Public Information"** means information that is deemed private, protected, controlled, or exempt from disclosure under the Government Records Access and Management Act (GRAMA) or as non-public under other applicable state and federal laws. Non-public information includes those records the State determines are protected after having properly received a written claim of business confidentiality as described in Utah Code § 63G-2-309. The State reserves the right to identify additional of information that must be kept non-public under federal and state laws.
 - e. **"State"** means the State of Utah Department, Division, Office, Bureau, Agency, or other state entity identified on the Contract Signature Page(s).
 - f. **"Grant Money"** means money derived from state fees or tax revenues that is owned, held, or administered by the State.
 - g. **"SubGrantees"** means persons or entities under the direct or indirect control or responsibility of the Grantee, including, but not limited to, Grantee's agents, consultants, employees, authorized resellers, or anyone else for whom the Grantee may be liable at any tier, including a person or entity providing or performing this Contract, including the Grantee's manufacturers, distributors, and suppliers.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Grantee and all acts performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
4. **REQUIRED ACCOUNTING:** Grantee agrees that it shall provide to State the following accounting for all Grant Money received by the Grantee, at least annually, and no later than 60 days after all of the Grant Money is spent:
 - a. a written description and an itemized report detailing the expenditure of the Grant Money or the intended expenditure of any Grant Money that has not been spent; and
 - b. a final written itemized report when all the Grant Money is spent.
 - c. **NOTE: If the Grantee is a non-profit corporation,** Grantee shall make annual disclosures pursuant to the requirements of Utah Code § 51-2a-201.5.
5. **RECORDS ADMINISTRATION:** Grantee shall maintain or supervise the maintenance of all records, receipts and any other documentation necessary to properly account for payments made by the State to Grantee under this Contract, Grantee's performance of the Contract terms and milestones, and outcomes reported to the State by the Grantee. These records shall be retained by Grantee for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Grantee agrees to allow, at no additional cost, State of Utah and federal auditors, State Entity staff, and/or a party hired by the State access to all records necessary to account for all Grant Money received by Grantee as a result of this contract and to verify that the Grantee's use of the Grant Money is appropriate and has been properly reported.
6. **CONFLICT OF INTEREST:** Grantee represents that none of its officers or employees are officers or employees of the State of Utah, unless disclosure has been made to the State.
7. **INDEPENDENT GRANTEE:** Grantee and SubGrantees, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State.
8. **INDEMNITY:** Grantee shall be fully liable for the actions of its agents, employees, officers, partners, and SubGrantees, and shall fully indemnify, defend, and save harmless the State from all claims, losses, suits,

actions, damages, and costs of every name and description arising out of Grantee's performance of this Contract caused by any intentional act or negligence of Grantee, its agents, employees, officers, partners, or SubGrantees, without limitation; provided, however, that the Grantee shall not indemnify for that portion of any claim, loss, or damage arising hereunder due to the sole fault of the State. The parties agree that if there are any limitations of the Grantee's liability, including a limitation of liability clause for anyone for whom the Grantee is responsible, such limitations of liability will not apply to injuries to persons, including death, or to damages to property.

9. **EMPLOYMENT PRACTICES:** Grantee agrees to abide by federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90 which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the work place. Grantee further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Grantee's employees.
10. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, which amendment will be attached to this Contract. Automatic renewals will not apply to this Contract even if listed elsewhere in this Contract.
11. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Grantee, this Contract may be terminated in whole or in part at the sole discretion of the State, if the State reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State's ability to pay under this Contract. A change of available funds as used in this paragraph, includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.
12. **WORKERS COMPENSATION INSURANCE:** Grantee shall maintain during the term of this Contract, workers' compensation insurance for all its employees as well as any SubGrantees. Worker's compensation insurance shall cover full liability under the worker's compensation laws of the jurisdiction in which the service is performed at the statutory limits required by said jurisdiction. Grantee acknowledges that within thirty (30) days of contract award, Grantee must submit proof of certificate of insurance that meets the above requirements.
13. **PUBLIC INFORMATION:** Grantee agrees that this Contract and invoices will be public documents, and may be available for distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Grantee gives the State express permission to make copies of this Contract, related documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Grantee and expressly approved by the State of Utah Division of Purchasing and General Services, all of which must be in accordance with GRAMA, Grantee also agrees that the Grantee's Proposal to the Solicitation will be a public document, and copies may be given to the public as permitted under GRAMA. The State is not obligated to inform Grantee of any GRAMA requests for disclosure of this Contract, related documents, or invoices.
 - a. **Grantee** may designate certain business information as protected under GRAMA pursuant to Utah Code Section 63G-2-305 and 63G-2-309. It is Grantee's sole responsibility to comply with the requirements of GRAMA as it relates to information regarding trade secrets and information that should be protected under business confidentiality.
14. **PAYMENT:** The acceptance by Grantee of final payment, without a written protest filed with the State within ten (10) business days of receipt of final payment, shall release the State from all claims and all liability to the Grantee. The State's payment shall not be deemed an acceptance of the Services and is without prejudice to any and all claims that the State may have against Grantee.
15. **RECAPTURE:** State shall recapture and Grantee shall repay any Grant Money disbursed to Grantee that is not used by Grantee for the project identified or if the money is used for any illegal purpose.

- 16. **REVIEWS:** The State reserves the right to perform reviews, and/or comment upon the Grantee's use of the funds set forth in this Contract. Such reviews do not waive the requirement of Grantee to meet all of the terms and conditions of this Contract.
- 17. **ASSIGNMENT:** Grantee may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State.
- 18. **NON-PUBLIC INFORMATION:** If non-public Information is disclosed to Grantee, Grantee shall: (i) advise its agents, officers, employees, partners, and SubGrantees of the obligations set forth in this Contract; (ii) keep all Non-public Information strictly confidential; and (iii) not disclose any Non-public Information received by it to any third parties. Grantee will promptly notify the State of any potential or actual misuse or misappropriation of Non-public Information.

Grantee shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Grantee shall indemnify, hold harmless, and defend the State, including anyone for whom the State is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Grantee or anyone for whom the Grantee is liable.

Upon termination or expiration of this Contract and upon request by the State, Grantee will return all copies of Non-public Information to the State or certify, in writing, that the Non-public Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

- 19. **PUBLICITY:** Grantee shall submit to the State for written approval all advertising and publicity matters relating to this Contract. It is within the State's sole discretion whether to provide approval, which must be done in writing.
- 20. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** If intellectual property is exchanged in return for the funding set forth in this contract, Grantee will indemnify and hold the State harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State for infringement of a third party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Grantee's liability such limitations of liability will not apply to this section.
- 21. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State and Grantee each recognizes that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing.
- 22. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
- 23. **ATTORNEY'S FEES:** In the event of any judicial action to enforce rights under this Contract, the prevailing party shall be entitled its costs and expenses, including reasonable attorney's fees, incurred in connection with such action.
- 24. **DISPUTE RESOLUTION:** Prior to either party filing a judicial proceeding, the parties agree to participate in the mediation of any dispute. The State, after consultation with the Grantee, may appoint an expert or panel of experts to assist in the resolution of a dispute. If the State appoints such an expert or panel, State and Grantee agree to cooperate in good faith in providing information and documents to the expert or panel in an effort to resolve the dispute.
- 25. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Grantee's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Grantee or limits the rights of the State must be in writing and attached to this Contract or it is rendered null and void.
- 26. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default or defect in the Services that has not been cured.

- 27. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
- 28. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

(Revision date: 30 March 2016)

ATTACHMENT B
SCOPE OF WORK AND SPECIAL PROVISIONS

This Contract is entered into to provide for the cooperative development of local public library services in accordance with the provisions of Utah Code Ann. §9-7-201(3), 9-7-205(1)(f) and 9-7-205(2) (LexisNexis 2015).

THEREFORE, the parties agree as follows:

1. **This Agreement must be returned to USL with all required GRANTEE initials and/or signatures by 09/10/2021.** Any exceptions must be arranged in writing via email to Faye Fischer, Contracts/Grants Analyst for USL at ffischer@utah.gov.
2. The effective dates of Contract shall be from 09/21/2021 through 09/30/2022, unless terminated sooner in accordance with the terms and conditions herein.
1. The amount payable to GRANTEE by USL for the performance of activities outlined in this Agreement shall not exceed \$24975.
2. This Agreement may be terminated with or without cause by either party with 60 days prior written notice. Upon termination of this Agreement, all accounts and payments for services rendered prior to the termination date will be processed according to established financial procedures. Advanced funds that are not used upon termination must be returned to USL within 30 days of termination date.
3. Communication between Agreement agencies shall be directed to those individuals appointed by each agency. Any information or other correspondence regarding this Agreement shall be forwarded through the designated contact person. These individuals are as follows:

USL Contact: Rachel Cook, rcook@utah.gov, 801-715-6722

GRANTEE Contact: Nicole Perkins, nperkins@sanjuancounty.org, (435) 678-2335
6. The Catalog of Federal Domestic Assistance lists the ARPA grant program number as CFDA #45.310.

SCOPE OF WORK

1. American Rescue Plan Act (ARPA) funds will be used to finance approved projects. Approved projects will be required to follow State and Federal guidelines in regards to procurement, expenditure of funds, and reporting standards.
2. The Project Director must create a separate cost center for sub-award (ARPA) funds. ARPA funds may not be placed in an interest-bearing account.
3. The Project Director must set up an accounting system to track expenditures of ARPA, matching, and in-kind funds or services.
4. The GRANTEE must retain electronic copies of all invoices during the grant period. Copies must be complete and legible and be available for submission upon request.
5. The Project Director must read the Grant Administrative Guidelines within one (1) month of the start of the grant period.
6. The Project Director must retain all documentation (either in paper or electronic format) related to the grant project for three (3) years after the completion of the grant.
7. If the Project Director or Financial Officer cannot fulfill their duties through the completion of the grant, the USL Contact must be informed within seven (7) working days.
8. *Any funds not expended by 09/30/2022, as outlined in Grant Application and final Grant Funding, will be reimbursed to USL by 09/30/2022.*
9. Final Report (including final budget information) is due to USL on or before **10/31/2022**.
10. Funds may be requested for reimbursement by submitting an ARPA Request for Reimbursement of Expenditures form found at <https://utahdcc.secure.force.com/usl/> with the associated documentation as needed throughout the Grant period.

SPECIAL CONDITIONS:

1. GRANTEE will ensure that The Institute for Museums and Library Services 2016 Grants to States Award Guidance is followed in relevant part regarding where Utah State Library and subgrantees "... must acknowledge IMLS in all related publications and activities supported with your grant money. An example acknowledgement would read: "This program was funded in part with a grant from the Institute of Museum and Library Services which administer a portion of the American Rescue Plan Act." IMLS provides a kit with suggestions and materials to help subgrantees publicize grant activities at <http://www.ims.gov/recipients/grantee.aspx>." The IMLS website includes the IMLS logo available to download and use in published materials where appropriate.
2. GRANTEE will ensure that The Utah State Library Division, Department of Cultural and Community Engagement, is also acknowledged in all related publications and activities supported with ARPA grant funds. An example acknowledgement may read: "This program was funded in part through a grant from Utah State Library Division, Department of Cultural and Community Engagement." A combined acknowledgement statement may read: "This program was funded in part through a grant from Utah State Library Division, Department of Cultural and Community Engagement, and from the Institute of Museum and Library Services which administers a portion of the American Rescue Plan Act."
3. GRANTEE is required to complete a final report and reimbursement requests. Failure to submit reports and appropriate reimbursement information will jeopardize future grant awards.

SPECIAL PROVISIONS:

1. USL will reimburse GRANTEE their portion of the ARPA funds for this project up to the total of the Grant amount of \$24975, upon receipt of a Request for Reimbursement form submitted via the USL grant portal with the associated documentation throughout the Grant period as needed.

OTHER INFORMATION:

Grant Administrative Guidelines can be found at https://drive.google.com/file/d/1NTZQrGRR_GZ_Kc1DX5bl0nwmxYz0kF0k/view.

ATTACHMENT C
FEDERAL ASSURANCES AND CERTIFICATIONS

These pages are required by the Institute of Museum and Library Services (IMLS), the federal agency that oversees LSTA and ARPA funding. By signing this contract, GRANTEE agrees to comply with the following.

Subgrantee and Subcontractors. These terms refer to the applicant library and any vendors the library might use to complete the proposed project. Certification responsibilities extend beyond the grantee (Utah State Library Division) to subgrantees (Libraries) and subcontractors (Vendors and Partners) under certain circumstances. For more information on terms used in this section please refer to the **Definitions of Federal Assurances Terms**, after the Assurances.

Certification Regarding the Non-discrimination Statutes and Implementing Regulations
(Applies to Recipients Other than Individuals)

The applicant certifies that it will comply with the following nondiscrimination statutes and their implementing regulations: (a) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 et seq.), which prohibits discrimination on the basis of race, color, or national origin (note: as clarified by Executive Order 13166, reasonable steps must be taken to ensure that limited English proficient (LEP) persons have meaningful access to the programs (see IMLS guidance at 68 Federal Register 17679, April 10, 2003)); (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 et seq. including §794), which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R part 1170 in determining compliance with § 504 as it applies to recipients of Federal assistance); (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681– 83, 1685–86), which prohibits discrimination on the basis of sex in education programs; and (d) the Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age. (e) the requirements of any other nondiscrimination statute(s) which may apply.

Certification Regarding Debarment and Suspension

The applicant shall comply with 2 C.F.R. Part 3185 and 2 C.F.R. Part 180, as applicable. The authorized representative, on behalf of the applicant, certifies to the best of his or her knowledge and belief that neither the applicant nor any of its principals: are presently excluded or disqualified; have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. § 180.800(a) or had a civil judgment rendered against it or them for one of those offenses within that time period; are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

The applicant, as a primary tier participant, is required to comply with 2 C.F.R. Part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The applicant is also required to communicate the requirement to comply with 2 C.F.R. Part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the applicant enters into covered transactions.

As noted in the preceding paragraph, applicants who plan to use IMLS awards to fund contracts should be aware that they must comply with the communication and verification requirements set forth in the above Debarment and Suspension provisions.

In addition, the applicant agrees by submitting a proposal that, should the proposal be funded with LSTA/ARPA federal funds, the grantee shall not knowingly enter into any project-related transactions (as defined under "lower tier covered transaction") with a person who is debarred, suspended, proposed for debarment, ineligible or voluntarily excluded from participation on this covered transaction, unless authorized by the IMLS.

The applicant further agrees by submitting this proposal to include without modification the following cause in all lower tier covered transactions in all solicitations for lower tier covered transactions:

1. The prospective lower tier participant certified, by submission of the proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

A grantee may rely on the certification of a prospective sub-recipient that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A grantee may decide the method and frequency by which it determines the eligibility of its "principals."

Except when specifically authorized by the IMLS, if a grantee knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to the remedies available to the federal government, the IMLS may terminate this transaction for cause or default.

Certification Regarding Lobbying Activities

(Applies to Applicants Requesting Federal Funds in Excess of \$ 100,000)

The authorized representative certifies, to the best of his or her knowledge and belief, that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant, as provided in 31 U.S.C. § 1352) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- c. The authorized representative shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure, or as otherwise required by law. In addition, in accordance with Federal appropriations law, no IMLS funds may be used for publicity or propaganda purposes for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government. No IMLS funds may be used to pay 5 the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body.

Certification Regarding Trafficking in Persons

The applicant must comply with Federal law pertaining to trafficking in persons. Under 22 U.S.C. § 7104(g), any grant, contract, or cooperative agreement entered into by a Federal agency and a private entity shall include a condition that authorizes the Federal agency (IMLS) to terminate the grant, contract, or cooperative agreement, if the grantee, subgrantee, contractor, or subcontractor engages in trafficking in persons, procures a commercial sex act, or uses forced labor. 2 C.F.R. part 175 requires IMLS to include the following award term:

- a. Provisions applicable to a recipient that is a private entity.
 1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not –
 - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - ii. Procure a commercial sex act during the period of time that the award is in effect; or

- iii. Use forced labor in the performance of the award or subawards under the award.
- 2. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
 - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or Prepared By Utah State Library Grants Coordinator, August 2020 | Page 21
 - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either –
 - A. Associated with performance under this award; or
 - B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 C.F.R. part 3185.
- b. Provision applicable to a recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity –
 - 1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
 - 2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either –
 - i. Associated with performance under this award; or
 - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 C.F.R. part 3185.
- c. Provisions applicable to any recipient.
 - 1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
 - 2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.
 - 3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
- d. Definitions. For purposes of this award term:
 - 1. “Employee” means either:
 - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
 - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 - 2. “Forced labor” means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 - 3. “Private entity”:
 - i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 C.F.R. part 175.25.
 - ii. Includes:
 - A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 C.F.R part 175.25(b).
 - B. A for-profit organization.
 - 4. “Severe forms of trafficking in persons,” “commercial sex act,” and “coercion” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. § 7102).

Internet Safety Certification

(b) Internet Safety Pursuant to 20 U.S.C. § 9134(b)(7), the State Library Administrative Agency provides assurance that it will comply with 20 U.S.C. § 9134(f), which sets out standards relating to Internet Safety for public libraries and public elementary school and secondary school libraries that do not receive services at discount rates under § 254(h)(6) of the Communications Act of 1934, and for which IMLS State Program funds are used to purchase computers used to access

the Internet or to pay for direct costs associated with accessing the Internet. (See links to Children's Internet Protection Act (CIPA) in *Appendix F- Definitions of Federal Assurance Terms*).

Acknowledging IMLS

You and your subrecipients must acknowledge IMLS in all related publications and activities supported with your award money. An example acknowledgement would read: "This program was funded in part with a Federal award from the Institute of Museum and Library Services." A kit with suggestions and materials to help you and your subrecipients publicize grant activities is available at <https://www.imls.gov/grants/grantrecipients/grantee-communications-kit>. If you have any questions or need assistance, you may contact staff in the Office of Communications and Government Affairs at (202) 653-4757.

DEFINITIONS OF FEDERAL ASSURANCE TERMS

Covered Transaction

A covered transaction is either a primary or lower-tier covered transaction.

Debarment

An action taken by a debarring official in accordance with 45 CFR Part 1185 to exclude a person from participating in covered transactions. A person so excluded is "debarred."

Debarment and Suspension

The applicant agrees by submitting a proposal that should the proposal be funded by the Institute of Museum and Library Services (IMLS), it shall not enter into any project related transactions with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the IMLS. It should be noted that, in terms of this certification, the legal definition of "person" includes organizations as well as individuals.

Ineligible

Excluded from participation in federal non-procurement programs pursuant to a determination of ineligibility under statutory, executive order or regulator authority, other than Executive Order 12549.

Lobbying Activities

Those who receive a subgrant, contract, or subcontract exceeding \$100,000 at any tier under an IMLS grant are required to file a certification and, when necessary, a disclosure form, to the next tier above.

Lower Tier Covered Transaction

- a) Any transaction between a participant and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction.
- b) Any procurement simplified acquisition threshold (currently \$100,000) under a primary covered transaction.
- c) Any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person will have a critical influence on or substantive control over that covered transaction. Such persons are project directors, principal investigators, and providers of federally-required audit services.

Participants

Any person who submits a proposal for, enters into, or reasonably may be expected to enter into a covered transaction. This term also includes any person who acts on behalf of or is authorized to commit a participant in a covered transaction as an agent or representative of another participant.

Person

Any individual, corporation, partnership, association, unit of government or legal entity, however organized, except foreign governments of foreign governmental entities, public international organizations, foreign government owned or controlled entities.

Primary Covered Transaction

Any non-procurement transaction between an agency and a person, regardless of type, including grants, cooperative agreements, scholarships, fellowships, contracts of assistance, loans, loan guarantees, subsidies, insurance, payments for specified use, donation, agreements, and any other nonprocurement transactions between a federal agency and a person.

Principal

Officer, director, owner, partner, key employee, or other person within a participant with primary management or supervisory responsibilities; or a person who has critical influence on or substantive control over a covered transaction, whether or not employed by the participant.

Suspension

An action taken by a suspending official in accordance with these regulations that immediately excludes a person from participating in covered transactions for a temporary period, pending completion of an

investigation and such legal, debarment, or Program Fraud Civil Remedies Act proceedings as may ensue.

Voluntarily Excluded

The status of non-participation or limited participation in covered transaction assumed by a person pursuant to the terms of a settlement.

Children's Internet Protection Act Certification (CIPA)

- Children's Internet Protection Act (CIPA) 47 CFR 54.520
<http://www.gpo.gov/fdsys/granule/CFR-2012-title47-vol3/CFR-2012-title47-vol3-sec54-520>
- Internet Safety 20 USC §9134 (f)(1) <http://uscode.house.gov/view.xhtml?req=granuleid:USC-prelim-title20section9134&num=0&edition=prelim>
- Internet and online access policy required UCA 9-7-215
<https://le.utah.gov/xcode/Title9/Chapter7/9-7-S215.html>

Account Name: San Juan County Library System

Monthly Quote Time Frame: September 2021- August 2022

Month	Monthly Charge	Line Count	MDM	Monthly Total
September	\$39.99	10	1.49	\$414.89
October	\$39.99	10	1.49	\$414.89
November	\$39.99	10	1.49	\$414.89
December	\$39.99	10	1.49	\$414.89
January	\$39.99	10	1.49	\$414.89
February	\$39.99	10	1.49	\$414.89
March	\$39.99	10	1.49	\$414.89
April	\$39.99	10	1.49	\$414.89
May	\$39.99	10	1.49	\$414.89
June	\$39.99	10	1.49	\$414.89
July	\$39.99	10	1.49	\$414.89
August	\$39.99	10	1.49	\$414.89
TOTAL ANNUALIZED CHARGES				\$4,978.68
Estimated surcharges and taxes for 12 months				\$600
Device Charges	\$99.99	10		\$1,000
Disclosure: This invoice gives an estimate of taxes and fees and is subject to change.				

verizon[✓]
 PO BOX 489
 NEWARK, NJ 07101-0489

Remittance: Verizon

Pay from phone	Pay on the Web	Questions:
#PMT (#768)	At vzw.com/mybusinessaccount	1.800.922.0204 or *611 from your phone

Project Number: N/A Date 8/16/2021 Client: San Juan County Library System
 Customer Type: SLED Project State AZ Attention: Nicole Perkins
 Product Type: Wifi Hotspot WIFI DOD Contact: Terra Brewer
 SPIN: 143000989 Mobile: (928) 243-1128 Office: (928) 537-0375 x2242
 State Contract: CTR049876 Email: tbrewer@cellularoneaz.com

Quote for Wi-Fi Hot Spot Device

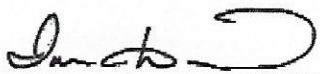
Unlimited Data Plan Equipment	Device Quantity	Device Unit Price	Sub-Total	Seed Stock	2% Seed Stock	Total
Franklin 717 WIFI Hotspot	25	\$89.99	\$2,249.75	0	\$0.00	\$2,249.75
Estimated Tax @ 8.43%						\$189.65
Non Recurring Cost (Equipment):						\$2,439.40


Quote for Monthly Data Service

Description of service	Device Quantity	Plan Price	Discount Applied	Discount Plan Price	Seed Stock	Monthly Recurring Cost
Unlimited Data Plan	25	\$35.00	0.00%	\$35.00	N/A	\$875.00
1 Year of Mobile Device Management	25	\$20.00	0%	\$500.00	\$0.00	\$500.00
Monthly Recurring Cost (service):						\$1,375.00
Cost of Service from September 1st 2021 through September 1st 2022						\$10,500.00

Taxes not included

1. SBI dba Cellular One is providing MDM software via the Franklin device but does not assume any responsibility for or exercise any control over the content obtained through the Data Service. Client must enable MDM software at all times to qualify for this service plan (See Service Agreement).
2. By signing this proposal client is accepting pricing but **not** committing to service. This proposal is expressly contingent upon the full execution of the Service Agreement by both Parties. These documents together shall constitute the entire agreement between the Parties and supersede all other prior agreements for this product.
3. Taxes may not be included in prices. Verify taxes for your area.
4. Unlimited Data Plan. Data plan includes 60GB of LTE data. After 20GB-LTE data is used subsequent data transfers will be slowed to 3G like speeds.(see Service Agreement for details)
5. Data speeds are not guaranteed.
6. All equipment shall will remain the property of client after plan is discontinued
7. 2% seed stock applies on orders over 150 devices


 Signature _____ Date 8/17/2021
 Accepted for Smith Bagley, Inc. by Ian Hathcock


 Signatu _____ Date 9/7/2021
 Accepted for Client by Nicole Perkins

San Juan County
Expenditure Summary - Libraries
72 Library Fund - 01/01/2021 to 08/31/2021
66.67% of the fiscal year has expired

	August Actual	2021 Year-to-Date Actual	2021 Budget	Unexpended	% Used
Change In Net Position					
Expenditures:					
Parks, Recreation, and Public Property					
Library					
Monticello Library Building					
4167110 Salaries and Wages	959.93	19,949.27	27,841.00	7,891.73	71.65%
4167131 FICA Expense	69.97	1,496.86	2,130.00	633.14	70.28%
4167132 Retirement Benefits	181.76	2,227.06	5,142.00	2,914.94	43.31%
4167260 Buildings and Grounds	54.38	1,554.35	3,000.00	1,445.65	51.81%
4167270 Utilities	832.13	6,585.75	12,000.00	5,414.25	54.88%
4167310 Professional and Technical	23.75	261.25	0.00	(261.25)	0.00%
Total Monticello Library Building	2,121.92	32,074.54	50,113.00	18,038.46	64.00%
Blanding Library Building					
4168110 Salaries and Wages	1,130.28	9,250.33	18,876.00	9,625.67	49.01%
4168131 FICA Expense	83.59	684.96	1,444.00	759.04	47.43%
4168132 Retirement Benefits	117.75	963.00	1,406.00	443.00	68.49%
4168260 Buildings and Grounds	0.00	4,976.66	2,500.00	(2,476.66)	199.07%
4168270 Utilities	576.70	4,742.76	9,000.00	4,257.24	52.70%
4168310 Professional and Technical	23.75	213.75	0.00	(213.75)	0.00%
Total Blanding Library Building	1,932.07	20,831.46	33,226.00	12,394.54	62.70%
Satellite Buildings					
4169110 Salaries and Wages	446.02	3,878.01	5,710.00	1,831.99	67.92%
4169131 FICA Expense	32.10	279.76	437.00	157.24	64.02%
4169132 Retirement Benefits	84.41	718.04	1,055.00	336.96	68.06%
4169260 Buildings and Grounds	0.00	24.75	200.00	175.25	12.38%
4169270 Utilities	0.00	0.00	500.00	500.00	0.00%
4169310 Professional and Technical	47.50	95.00	0.00	(95.00)	0.00%
Total Satellite Buildings	610.03	4,995.56	7,902.00	2,906.44	63.22%
Library Board					
4580230 Travel Expense	0.00	0.00	750.00	750.00	0.00%
4580330 Employee Education	0.00	0.00	300.00	300.00	0.00%
4580620 Miscellaneous Services	200.00	800.00	1,450.00	650.00	55.17%
Total Library Board	200.00	800.00	2,500.00	1,700.00	32.00%
San Juan County Library System					
4581110 Salaries and Wages	15,835.24	118,961.92	213,855.00	94,893.08	55.63%
4581131 FICA Expense	1,190.33	8,932.03	15,000.00	6,067.97	59.55%
4581132 Retirement Benefits	1,171.12	8,508.87	15,000.00	6,491.13	56.73%
4581134 Health Insurance	0.00	18,000.00	54,000.00	36,000.00	33.33%
4581136 Unemployment Benefits	0.00	0.00	500.00	500.00	0.00%
4581210 Subscriptions and Memberships	0.00	823.46	1,120.00	296.54	73.52%
4581220 Public Notices	0.00	350.00	500.00	150.00	70.00%
4581230 Travel Expense	66.08	66.08	750.00	683.92	8.81%
4581240 Office Expense	1,175.81	4,912.01	7,700.00	2,787.99	63.79%
4581241 Postage	254.41	279.38	300.00	20.62	93.13%
4581242 Software Maintenance	0.00	3,925.69	4,000.00	74.31	98.14%
4581250 Computer Maintenance/Supplies	1,605.70	3,114.55	3,500.00	385.45	88.99%
4581251 Gas, Oil and Grease	183.27	692.86	1,400.00	707.14	49.49%
4581280 Telephone	(111.59)	3,734.10	6,500.00	2,765.90	57.45%
4581330 Employee Education	0.00	120.00	675.00	555.00	17.78%
4581480 Collection Development	1,594.47	8,734.72	21,911.00	13,176.28	39.86%
4581610 Miscellaneous Supplies/Service	85.00	641.24	700.00	58.76	91.61%
4581620 Special Programs	453.52	1,346.63	2,000.00	653.37	67.33%
4581740 Equipment Purchases	69.86	231.58	1,300.00	1,068.42	17.81%
4581915 Transfers to Other Units	3,253.00	10,573.00	22,180.00	11,607.00	47.67%
4581920 Grant Expenses	12,352.57	27,769.37	69,000.00	41,230.63	40.25%
Total San Juan County Library System	39,178.79	221,717.49	441,891.00	220,173.51	50.17%
Total Library	44,042.81	280,419.05	535,632.00	255,212.95	52.35%
Total Parks, Recreation, and Public Property	44,042.81	280,419.05	535,632.00	255,212.95	52.35%
Total Expenditures:	44,042.81	280,419.05	535,632.00	255,212.95	52.35%
Total Change In Net Position	(44,042.81)	(280,419.05)	(535,632.00)	(255,212.95)	52.35%

San Juan County
Financial Statement - Library Financials
01/01/2021 to 08/31/2021
66.67% of the fiscal year has expired

	<u>August Actual</u>	<u>2021 Year-to-Date Actual</u>
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
72.1110000 General Checking - Combined - Library	(42,010.73)	(249,100.21)
72.1112000 Zions - Payroll	0.00	(5,687.20)
72.1162000 PTIF 897 General - Library	0.00	382,101.93
Total Cash and cash equivalents	<u>(42,010.73)</u>	<u>127,314.52</u>
Total Current Assets	<u>(42,010.73)</u>	<u>127,314.52</u>
Total Assets:	<u>(42,010.73)</u>	<u>127,314.52</u>
Liabilities and Fund Equity:		
Liabilities:		
Current liabilities		
72.2131000 Accounts Payable	(1,609.14)	0.00
Total Current liabilities	<u>(1,609.14)</u>	<u>0.00</u>
Total Liabilities:	<u>(1,609.14)</u>	<u>0.00</u>
Equity - Paid In / Contributed		
72.2951000 Fund Balance - Unappropriated	(40,401.59)	127,314.52
Total Equity - Paid In / Contributed	<u>(40,401.59)</u>	<u>127,314.52</u>
Total Liabilities and Fund Equity:	<u>(42,010.73)</u>	<u>127,314.52</u>
Total Net Position	<u>0.00</u>	<u>0.00</u>

San Juan County
Financial Statement - Library Financials
01/01/2021 to 08/31/2021
66.67% of the fiscal year has expired

Item 4.

	August Actual	2021 Year-to-Date Actual	2021 Budget	Unearned/ Unused	% Earned/ Used
Change In Net Position					
Revenue:					
Taxes					
72.3110000 Property Taxes	0.00	0.00	403,000.00	403,000.00	0.00%
72.3120000 Prior Years Taxes	0.00	0.00	12,000.00	12,000.00	0.00%
72.3170000 Fee in Lieu of Tax	0.00	0.00	15,000.00	15,000.00	0.00%
72.3190000 Interest and Penalties	0.00	0.00	900.00	900.00	0.00%
Total Taxes	0.00	0.00	430,900.00	430,900.00	0.00%
Intergovernmental revenue					
72.3310000 Other Federal Grants	1,888.00	29,249.00	36,000.00	6,751.00	81.25%
72.3340000 Other State Grants	0.00	7,400.00	7,400.00	0.00	100.00%
72.3350000 Other Misc Grants	0.00	36,000.00	36,000.00	0.00	100.00%
Total Intergovernmental revenue	1,888.00	72,649.00	79,400.00	6,751.00	91.50%
Charges for services					
72.3413000 Library Fees	0.00	119.75	1,000.00	880.25	11.98%
72.3415000 Sale of Maps/Publications	250.49	1,758.69	3,000.00	1,241.31	58.62%
72.3495000 Copier	487.88	3,276.08	5,000.00	1,723.92	65.52%
Total Charges for services	738.37	5,154.52	9,000.00	3,845.48	57.27%
Fines and forfeitures					
72.3512000 Library Fines	0.00	6.00	0.00	(6.00)	0.00%
Total Fines and forfeitures	0.00	6.00	0.00	(6.00)	0.00%
Interest					
72.3610000 Interest Earnings	0.00	682.19	2,000.00	1,317.81	34.11%
Total Interest	0.00	682.19	2,000.00	1,317.81	34.11%
Miscellaneous revenue					
72.3620000 Rents and Concessions	75.00	656.00	750.00	94.00	87.47%
72.3690000 Sundry Revenues	3.90	690.32	686.00	(4.32)	100.63%
Total Miscellaneous revenue	78.90	1,346.32	1,436.00	89.68	93.75%
Contributions and transfers					
72.3830000 Contributions Private	935.95	1,242.77	350.00	(892.77)	355.08%
72.3890000 Beg Fund Balance to be Approp.	0.00	0.00	20,000.00	20,000.00	0.00%
Total Contributions and transfers	935.95	1,242.77	20,350.00	19,107.23	6.11%
Total Revenue:	3,641.22	81,080.80	543,086.00	462,005.20	14.93%
Expenditures:					
Parks, Recreation, and Public Property					
Library					
Monticello Library Building					
72.4167110 Salaries and Wages	959.93	19,949.27	27,841.00	7,891.73	71.65%
72.4167131 FICA Expense	69.97	1,496.86	2,130.00	633.14	70.28%
72.4167132 Retirement Benefits	181.76	2,227.06	5,142.00	2,914.94	43.31%
72.4167260 Buildings and Grounds	54.38	1,554.35	3,000.00	1,445.65	51.81%
72.4167270 Utilities	832.13	6,585.75	12,000.00	5,414.25	54.88%
72.4167310 Professional and Technical	23.75	261.25	0.00	(261.25)	0.00%
Total Monticello Library Building	2,121.92	32,074.54	50,113.00	18,038.46	64.00%
Blanding Library Building					
72.4168110 Salaries and Wages	1,130.28	9,250.33	18,876.00	9,625.67	49.01%
72.4168131 FICA Expense	83.59	684.96	1,444.00	759.04	47.43%
72.4168132 Retirement Benefits	117.75	963.00	1,406.00	443.00	68.49%
72.4168260 Buildings and Grounds	0.00	4,976.66	2,500.00	(2,476.66)	199.07%
72.4168270 Utilities	576.70	4,742.76	9,000.00	4,257.24	52.70%
72.4168310 Professional and Technical	23.75	213.75	0.00	(213.75)	0.00%
Total Blanding Library Building	1,932.07	20,831.46	33,226.00	12,394.54	62.70%
Satellite Buildings					
72.4169110 Salaries and Wages	446.02	3,878.01	5,710.00	1,831.99	67.92%
72.4169131 FICA Expense	32.10	279.76	437.00	157.24	64.02%
72.4169132 Retirement Benefits	84.41	718.04	1,055.00	336.96	68.06%
72.4169260 Buildings and Grounds	0.00	24.75	200.00	175.25	12.38%
72.4169270 Utilities	0.00	0.00	500.00	500.00	0.00%
72.4169310 Professional and Technical	47.50	95.00	0.00	(95.00)	0.00%
Total Satellite Buildings	610.03	4,995.56	7,902.00	2,906.44	63.22%
Library Board					

San Juan County
Financial Statement - Library Financials
01/01/2021 to 08/31/2021
66.67% of the fiscal year has expired

Item 4.

	August Actual	2021 Year-to-Date Actual	2021 Budget	Unearned/ Unused	% Earned/ Used
72.4580230 Travel Expense	0.00	0.00	750.00	750.00	0.00%
72.4580330 Employee Education	0.00	0.00	300.00	300.00	0.00%
72.4580620 Miscellaneous Services	200.00	800.00	1,450.00	650.00	55.17%
Total Library Board	200.00	800.00	2,500.00	1,700.00	32.00%
San Juan County Library System					
72.4581110 Salaries and Wages	15,835.24	118,961.92	213,855.00	94,893.08	55.63%
72.4581131 FICA Expense	1,190.33	8,932.03	15,000.00	6,067.97	59.55%
72.4581132 Retirement Benefits	1,171.12	8,508.87	15,000.00	6,491.13	56.73%
72.4581134 Health Insurance	0.00	18,000.00	54,000.00	36,000.00	33.33%
72.4581136 Unemployment Benefits	0.00	0.00	500.00	500.00	0.00%
72.4581210 Subscriptions and Memberships	0.00	823.46	1,120.00	296.54	73.52%
72.4581220 Public Notices	0.00	350.00	500.00	150.00	70.00%
72.4581230 Travel Expense	66.08	66.08	750.00	683.92	8.81%
72.4581240 Office Expense	1,175.81	4,912.01	7,700.00	2,787.99	63.79%
72.4581241 Postage	254.41	279.38	300.00	20.62	93.13%
72.4581242 Software Maintenance	0.00	3,925.69	4,000.00	74.31	98.14%
72.4581250 Computer Maintenance/Supplies	1,605.70	3,114.55	3,500.00	385.45	88.99%
72.4581251 Gas, Oil and Grease	183.27	692.86	1,400.00	707.14	49.49%
72.4581280 Telephone	(111.59)	3,734.10	6,500.00	2,765.90	57.45%
72.4581330 Employee Education	0.00	120.00	675.00	555.00	17.78%
72.4581480 Collection Development	1,594.47	8,734.72	21,911.00	13,176.28	39.86%
72.4581610 Miscellaneous Supplies/Service	85.00	641.24	700.00	58.76	91.61%
72.4581620 Special Programs	453.52	1,346.63	2,000.00	653.37	67.33%
72.4581740 Equipment Purchases	69.86	231.58	1,300.00	1,068.42	17.81%
72.4581915 Transfers to Other Units	3,253.00	10,573.00	22,180.00	11,607.00	47.67%
72.4581920 Grant Expenses	12,352.57	27,769.37	69,000.00	41,230.63	40.25%
Total San Juan County Library System	39,178.79	221,717.49	441,891.00	220,173.51	50.17%
Total Library	44,042.81	280,419.05	535,632.00	255,212.95	52.35%
Total Parks, Recreation, and Public Property	44,042.81	280,419.05	535,632.00	255,212.95	52.35%
Total Expenditures:	44,042.81	280,419.05	535,632.00	255,212.95	52.35%
Total Change In Net Position	(40,401.59)	(199,338.25)	7,454.00	206,792.25	-2,674.25%

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account		Description	Debit	Credit	Balance
Date	Code				
Monticello Building					
72 4167110 - Salaries and Wages					\$0.00
1/15/2021	PR	Gross Pay	3,195.31		3,195.31
2/19/2021	PR	Gross Pay	2,320.02		5,515.33
3/19/2021	PR	Gross Pay	2,320.02		7,835.35
4/30/2021	PR	Gross Pay	8,274.46		16,109.81
5/31/2021	PR	Gross Pay	953.32		17,063.13
6/13/2021	PR	Gross Pay	409.92		17,473.05
6/27/2021	PR	Gross Pay	292.81		17,765.86
6/30/2021	PR	Gross Pay	318.93		18,084.79
7/11/2021	PR	Gross Pay	292.81		18,377.60
7/25/2021	PR	Gross Pay	292.81		18,670.41
7/31/2021	PR	Gross Pay	318.93		18,989.34
8/8/2021	PR	Gross Pay	316.56		19,305.90
8/22/2021	PR	Gross Pay	305.38		19,611.28
8/31/2021	PR	Gross Pay	337.99		19,949.27
			\$19,949.27		\$19,949.27
			Budgeted Amount:		\$27,841.00
			Budget Balance:		\$7,891.73
 72 4167131 - FICA Expense					 \$0.00
1/15/2021	PR	Social Security Tax	194.85		194.85
1/15/2021	PR	Medicare Tax	45.57		240.42
2/19/2021	PR	Social Security Tax	140.59		381.01
2/19/2021	PR	Medicare Tax	32.88		413.89
3/19/2021	PR	Social Security Tax	140.59		554.48
3/19/2021	PR	Medicare Tax	32.88		587.36
4/30/2021	PR	Social Security Tax	510.23		1,097.59
4/30/2021	PR	Medicare Tax	119.32		1,216.91
5/31/2021	PR	Social Security Tax	56.32		1,273.23
5/31/2021	PR	Medicare Tax	13.17		1,286.40
6/13/2021	PR	Social Security Tax	23.12		1,309.52
6/13/2021	PR	Medicare Tax	5.41		1,314.93
6/27/2021	PR	Social Security Tax	17.01		1,331.94
6/27/2021	PR	Medicare Tax	3.98		1,335.92
6/30/2021	PR	Social Security Tax	19.28		1,355.20
6/30/2021	PR	Medicare Tax	4.51		1,359.71
7/11/2021	PR	Social Security Tax	17.01		1,376.72
7/11/2021	PR	Medicare Tax	3.98		1,380.70
7/25/2021	PR	Social Security Tax	18.15		1,398.85
7/25/2021	PR	Medicare Tax	4.25		1,403.10
7/31/2021	PR	Social Security Tax	19.28		1,422.38
7/31/2021	PR	Medicare Tax	4.51		1,426.89
8/8/2021	PR	Social Security Tax	18.48		1,445.37
8/8/2021	PR	Medicare Tax	4.32		1,449.69
8/22/2021	PR	Social Security Tax	17.77		1,467.46
8/22/2021	PR	Medicare Tax	4.16		1,471.62
8/31/2021	PR	Social Security Tax	20.46		1,492.08
8/31/2021	PR	Medicare Tax	4.78		1,496.86
			\$1,496.86		\$1,496.86
			Budgeted Amount:		\$2,130.00
			Budget Balance:		\$633.14
 72 4167132 - Retirement Benefits					 \$0.00
1/15/2021	PR	State Retirement	428.51		428.51
1/15/2021	PR	Long Term Disability	11.14		439.65
2/19/2021	PR	State Retirement	428.51		868.16
2/19/2021	PR	Long Term Disability	11.14		879.30
3/19/2021	PR	State Retirement	428.51		1,307.81
3/19/2021	PR	Long Term Disability	11.14		1,318.95
4/30/2021	PR	State Retirement	176.08		1,495.03
4/30/2021	PR	Long Term Disability	4.58		1,499.61
5/31/2021	PR	State Retirement	176.08		1,675.69
5/31/2021	PR	Long Term Disability	4.58		1,680.27
6/13/2021	PR	State Retirement	75.71		1,755.98
6/13/2021	PR	Long Term Disability	1.97		1,757.95
6/27/2021	PR	State Retirement	54.08		1,812.03
6/27/2021	PR	Long Term Disability	1.41		1,813.44
6/30/2021	PR	State Retirement	58.91		1,872.35
6/30/2021	PR	Long Term Disability	1.53		1,873.88
7/11/2021	PR	State Retirement	54.08		1,927.96

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account		Description	Debit	Credit	Balance
Date	Code				
Monticello Building (continued)					
72 4167132 - Retirement Benefits (continued)					
7/11/2021	PR	Long Term Disability	1.41		1,929.37
7/25/2021	PR	State Retirement	54.08		1,983.45
7/25/2021	PR	Long Term Disability	1.41		1,984.86
7/31/2021	PR	State Retirement	58.91		2,043.77
7/31/2021	PR	Long Term Disability	1.53		2,045.30
8/8/2021	PR	State Retirement	58.47		2,103.77
8/8/2021	PR	Long Term Disability	1.41		2,105.18
8/22/2021	PR	State Retirement	56.40		2,161.58
8/22/2021	PR	Long Term Disability	1.47		2,163.05
8/31/2021	PR	State Retirement	62.43		2,225.48
8/31/2021	PR	Long Term Disability	1.58		2,227.06
			\$2,227.06		\$2,227.06
			Budgeted Amount:		\$5,142.00
			Budget Balance:		\$2,914.94
72 4167260 - Buildings and Grounds					
					\$0.00
3/12/2021	AP	INV: 4161 New Technology Solutions - SJC Libraries	95.00		95.00
5/17/2021	AP	INV: C208896 Monticello Mercantile - SJC Library	39.40		134.40
5/17/2021	AP	INV: E19456 Monticello Mercantile - SJC Library	61.60		196.00
6/15/2021	AP	INV: SJCLF2021061109551913 SJC Landfill Operations - SJC LIBRARY	119.48		315.48
6/28/2021	AP	INV: 3112 Action Air Inc - SJC Library	450.00		765.48
7/30/2021	AP	INV: 3140 Action Air Inc - SJC Library	405.00		1,170.48
7/30/2021	AP	INV: 0736856-IN Mid-American Research Chemical - SJC Library	278.85		1,449.33
7/30/2021	AP	INV: C216603 Monticello Mercantile - SJC Library	50.64		1,499.97
8/23/2021	AP	INV: INV171214 Packard Wholesale Co. - SJC Library	54.38		1,554.35
			\$1,554.35		\$1,554.35
			Budgeted Amount:		\$3,000.00
			Budget Balance:		\$1,445.65
72 4167270 - Utilities					
					\$0.00
1/7/2021	AP	INV: DE20210122130503 Dominion Energy - 7643860000 80 N Main St	396.03		396.03
1/31/2021	AP	INV: MC20210205011644 Monticello City - 35601 SJC All Accounts	106.92		502.95
2/16/2021	AP	INV: 1001657387 Empire Electric Assoc. Inc. - 9579003 - 80 N Main St	562.56		1,065.51
2/26/2021	AP	INV: MC20210226143413 Monticello City - SJC All Accounts	110.00		1,175.51
3/5/2021	AP	INV: 1001677362 Empire Electric Assoc. Inc. - 9579003 - 80 N Main St	667.57		1,843.08
3/23/2021	AP	INV: DE2021032215142909 Dominion Energy - 7643860000 80 N Main St	303.91		2,146.99
4/2/2021	AP	INV: MC20210402101838 Monticello City - 35601 SJC All Accounts	110.00		2,256.99
4/16/2021	AP	INV: 1001696361 Empire Electric Assoc. Inc. - 9579003 - 80 N Main St	511.98		2,768.97
4/26/2021	AP	INV: DE2021043007282425 Dominion Energy - 7643860000 80 N Main St	263.90		3,032.87
5/3/2021	AP	INV: MC20210503132503 Monticello City - SJC All Accounts	110.00		3,142.87
5/17/2021	AP	INV: 1001716389 Empire Electric Assoc. Inc. - 9579003 - 80 N Main St	510.50		3,653.37
6/7/2021	AP	INV: DE2021060707382908 Dominion Energy - 7643860000 80 N Main St	122.99		3,776.36
6/7/2021	AP	INV: MC20210607133352 Monticello City - SJC All Accounts	380.00		4,156.36
6/14/2021	AP	INV: 1001735439 Empire Electric Assoc. Inc. - 9579003 - 80 N Main St	434.80		4,591.16
6/21/2021	AP	INV: DE20210621081329 Dominion Energy - 7643860000 80 N Main St	57.81		4,648.97
7/7/2021	AP	INV: MC20210706084844 Monticello City - SJC All Accounts	280.00		4,928.97
7/12/2021	AP	INV: 1001755450 Empire Electric Assoc. Inc. - 9579003 - 80 N Main St	579.41		5,508.38
7/30/2021	AP	INV: DE2021073009073764 Dominion Energy - 7643860000 80 N Main St	7.16		5,515.54
7/30/2021	AP	INV: MC20210730135741 Monticello City - SJC All Accounts	238.08		5,753.62
8/2/2021	AP	INV: 0375606-4889-3 Waste Management of Colorado - 16-83942-53002 Blanding Library	128.76		5,882.38
8/9/2021	AP	INV: 1001775446 Empire Electric Assoc. Inc. - 9579003 - 80 N Main St	696.21		6,578.59
8/20/2021	AP	INV: DE2021082007264916 Dominion Energy - 7643860000 80 N Main St	7.16		6,585.75
			\$6,585.75		\$6,585.75
			Budgeted Amount:		\$12,000.00
			Budget Balance:		\$5,414.25
72 4167310 - Professional and Technical					
					\$0.00
4/16/2021	AP	INV: 4181 New Technology Solutions - SJC Libraries	95.00		95.00
5/17/2021	AP	INV: 4209 New Technology Solutions - SJC Libraries	95.00		190.00
6/28/2021	AP	INV: 4285 New Technology Solutions - SJC Libraries	23.75		213.75
7/12/2021	AP	INV: 4254 New Technology Solutions - SJC Libraries	23.75		237.50
8/9/2021	AP	INV: 4275 New Technology Solutions - SJC Libraries	23.75		261.25
			\$261.25		\$261.25
			Budgeted Amount:		\$0.00
			Budget Balance:		(\$261.25)

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

<u>Account</u>		<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Date</u>	<u>Code</u>				
		Monticello Building (continued)			
		Monticello Building Total:	\$32,074.54	\$0.00	\$32,074.54

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account		Description	Debit	Credit	Balance
Date	Code				
Blanding Building					
72 4168110 - Salaries and Wages					\$0.00
1/15/2021	PR	Gross Pay	1,120.94		1,120.94
2/19/2021	PR	Gross Pay	1,186.72		2,307.66
3/19/2021	PR	Gross Pay	1,083.84		3,391.50
4/16/2021	PR	Gross Pay	433.20		3,824.70
4/30/2021	PR	Gross Pay	634.39		4,459.09
5/21/2021	PR	Gross Pay	595.65		5,054.74
5/31/2021	PR	Gross Pay	634.39		5,689.13
6/13/2021	PR	Gross Pay	810.63		6,499.76
6/27/2021	PR	Gross Pay	558.15		7,057.91
7/11/2021	PR	Gross Pay	531.07		7,588.98
7/25/2021	PR	Gross Pay	531.07		8,120.05
8/8/2021	PR	Gross Pay	560.24		8,680.29
8/22/2021	PR	Gross Pay	570.04		9,250.33
			\$9,250.33		\$9,250.33
			Budgeted Amount:		\$18,876.00
			Budget Balance:		\$9,625.67
72 4168131 - FICA Expense					\$0.00
1/15/2021	PR	Social Security Tax	67.20		67.20
1/15/2021	PR	Medicare Tax	15.72		82.92
2/19/2021	PR	Social Security Tax	71.28		154.20
2/19/2021	PR	Medicare Tax	16.67		170.87
3/19/2021	PR	Social Security Tax	64.91		235.78
3/19/2021	PR	Medicare Tax	15.18		250.96
4/16/2021	PR	Social Security Tax	26.86		277.82
4/16/2021	PR	Medicare Tax	6.28		284.10
4/30/2021	PR	Social Security Tax	37.04		321.14
4/30/2021	PR	Medicare Tax	8.66		329.80
5/21/2021	PR	Social Security Tax	36.93		366.73
5/21/2021	PR	Medicare Tax	8.64		375.37
5/31/2021	PR	Social Security Tax	37.04		412.41
5/31/2021	PR	Medicare Tax	8.66		421.07
6/13/2021	PR	Social Security Tax	47.96		469.03
6/13/2021	PR	Medicare Tax	11.22		480.25
6/27/2021	PR	Social Security Tax	33.46		513.71
6/27/2021	PR	Medicare Tax	7.83		521.54
7/11/2021	PR	Social Security Tax	31.78		553.32
7/11/2021	PR	Medicare Tax	7.43		560.75
7/25/2021	PR	Social Security Tax	32.92		593.67
7/25/2021	PR	Medicare Tax	7.70		601.37
8/8/2021	PR	Social Security Tax	33.57		634.94
8/8/2021	PR	Medicare Tax	7.84		642.78
8/22/2021	PR	Social Security Tax	34.18		676.96
8/22/2021	PR	Medicare Tax	8.00		684.96
			\$684.96		\$684.96
			Budgeted Amount:		\$1,444.00
			Budget Balance:		\$759.04
72 4168132 - Retirement Benefits					\$0.00
1/15/2021	PR	State Retirement	117.17		117.17
1/15/2021	PR	Long Term Disability	3.05		120.22
2/19/2021	PR	State Retirement	117.17		237.39
2/19/2021	PR	Long Term Disability	3.05		240.44
3/19/2021	PR	State Retirement	117.17		357.61
3/19/2021	PR	Long Term Disability	3.05		360.66
4/30/2021	PR	State Retirement	117.17		477.83
4/30/2021	PR	Long Term Disability	3.05		480.88
5/31/2021	PR	State Retirement	117.17		598.05
5/31/2021	PR	Long Term Disability	3.05		601.10
6/13/2021	PR	State Retirement	75.71		676.81
6/13/2021	PR	Long Term Disability	1.97		678.78
6/27/2021	PR	State Retirement	54.08		732.86
6/27/2021	PR	Long Term Disability	1.41		734.27
7/11/2021	PR	State Retirement	54.08		788.35
7/11/2021	PR	Long Term Disability	1.41		789.76
7/25/2021	PR	State Retirement	54.08		843.84
7/25/2021	PR	Long Term Disability	1.41		845.25
8/8/2021	PR	State Retirement	58.47		903.72
8/8/2021	PR	Long Term Disability	1.41		905.13

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account		Description	Debit	Credit	Balance
Date	Code				
Blanding Building (continued)					
72 4168132 - Retirement Benefits (continued)					
8/22/2021	PR	State Retirement	56.40		961.53
8/22/2021	PR	Long Term Disability	1.47		963.00
			\$963.00		\$963.00
				Budgeted Amount:	\$1,406.00
				Budget Balance:	\$443.00
72 4168260 - Buildings and Grounds					
1/6/2021	AP	INV: INV159700 Packard Wholesale Co. - SJC Library	244.68		244.68
1/12/2021	AP	INV: 401445 Redd's Ace Hardware - SJC Library	31.38		276.06
1/20/2021	AP	INV: INV160250 Packard Wholesale Co. - Blanding Library	29.03		305.09
3/5/2021	AP	INV: 403918 Redd's Ace Hardware - SJC Library	35.99		341.08
4/30/2021	AP	INV: 2104-163448 San Juan Building Supply Inc. - SJC Library	30.91		371.99
4/30/2021	AP	INV: 2104-163493 San Juan Building Supply Inc. - SJC Library	189.90		561.89
4/30/2021	AP	INV: 3043 Redd Mechanical - SJC LIBRARY	4,000.00		4,561.89
4/30/2021	AP	INV: 406770 Redd's Ace Hardware - SJC Library	49.50		4,611.39
4/30/2021	AP	INV: 406778 Redd's Ace Hardware - SJC Library	23.12		4,634.51
4/30/2021	AP	INV: 406800 Redd's Ace Hardware - SJC Library	7.46		4,641.97
6/14/2021	AP	INV: 1514 Forsythe Fire LLC - SJC Library	59.50		4,701.47
6/28/2021	AP	INV: INV167467 Packard Wholesale Co. - SJC Library	115.79		4,817.26
7/12/2021	AP	INV: INV169199 Packard Wholesale Co. - SJC Library	159.40		4,976.66
			\$4,976.66		\$4,976.66
				Budgeted Amount:	\$2,500.00
				Budget Balance:	(\$2,476.66)
72 4168270 - Utilities					
1/1/2021	AP	INV: 0359524-4889-8 Waste Management of Colorado - 16-83942-53002 Blanding Library	50.33		50.33
1/25/2021	AP	INV: bc20210205010834 Blanding City - 501640001 Blanding Library	704.69		755.02
1/28/2021	AP	INV: 0361345-4889-4 Waste Management of Colorado - 16-83942-53002 Blanding Library	50.33		805.35
3/5/2021	AP	INV: 0363114-4889-2 Waste Management of Colorado - 16-83942-53002 Blanding Library	50.33		855.68
3/12/2021	AP	INV: BC2021031213121217 Blanding City - 501640001 Blanding Library	735.92		1,591.60
4/2/2021	AP	INV: 0364960-4889-7 Waste Management of Colorado - 16-83942-53002 Blanding Library	123.57		1,715.17
4/2/2021	AP	INV: BC2021040210164512 Blanding City - 501640001 Blanding Library	687.61		2,402.78
5/7/2021	AP	INV: 0367731-4889-9 Waste Management of Colorado - 16-83942-53002 Blanding Library	95.66		2,498.44
5/7/2021	AP	INV: BC2021050711025305 Blanding City - 501640001 Blanding Library	565.22		3,063.66
6/7/2021	AP	INV: 0371934-4889-3 Waste Management of Colorado - 16-83942-53002 Blanding Library	45.33		3,108.99
6/7/2021	AP	INV: BC2021060309592533 Blanding City - 501640001 Blanding Library	527.45		3,636.44
7/6/2021	AP	INV: 0373794-4889-9 Waste Management of Colorado - 16-83942-53002 Blanding Library	47.23		3,683.67
7/12/2021	AP	INV: BC2021071209230739 Blanding City - 501640001 Blanding Library	482.39		4,166.06
8/9/2021	AP	INV: BC2021080909062330 Blanding City - 501640001 Blanding Library	576.70		4,742.76
			\$4,742.76		\$4,742.76
				Budgeted Amount:	\$9,000.00
				Budget Balance:	\$4,257.24
72 4168310 - Professional and Technical					
2/18/2021	AP	INV: 4132 New Technology Solutions - Monticello Library	95.00		95.00
6/28/2021	AP	INV: 4285 New Technology Solutions - SJC Libraries	23.75		118.75
7/12/2021	AP	INV: 4254 New Technology Solutions - SJC Libraries	71.25		190.00
8/9/2021	AP	INV: 4275 New Technology Solutions - SJC Libraries	23.75		213.75
			\$213.75		\$213.75
				Budgeted Amount:	\$0.00
				Budget Balance:	(\$213.75)
Blanding Building Total:			\$20,831.46	\$0.00	\$20,831.46

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

<u>Account</u>				<u>Balance</u>
<u>Date</u>	<u>Code</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
Satellite Buildings				
72 4169110 - Salaries and Wages				\$0.00
1/15/2021	PR	Gross Pay	564.52	564.52
2/19/2021	PR	Gross Pay	475.78	1,040.30
3/19/2021	PR	Gross Pay	475.77	1,516.07
4/30/2021	PR	Gross Pay	475.77	1,991.84
5/31/2021	PR	Gross Pay	475.78	2,467.62
6/13/2021	PR	Gross Pay	307.43	2,775.05
6/27/2021	PR	Gross Pay	218.59	2,993.64
7/11/2021	PR	Gross Pay	219.48	3,213.12
7/25/2021	PR	Gross Pay	218.87	3,431.99
8/8/2021	PR	Gross Pay	236.60	3,668.59
8/22/2021	PR	Gross Pay	209.42	3,878.01
			\$3,878.01	\$3,878.01
			Budgeted Amount:	\$5,710.00
			Budget Balance:	\$1,831.99
72 4169131 - FICA Expense				\$0.00
1/15/2021	PR	Social Security Tax	33.30	33.30
1/15/2021	PR	Medicare Tax	7.79	41.09
2/19/2021	PR	Social Security Tax	27.77	68.86
2/19/2021	PR	Medicare Tax	6.49	75.35
3/19/2021	PR	Social Security Tax	27.77	103.12
3/19/2021	PR	Medicare Tax	6.49	109.61
4/30/2021	PR	Social Security Tax	27.77	137.38
4/30/2021	PR	Medicare Tax	6.49	143.87
5/31/2021	PR	Social Security Tax	27.77	171.64
5/31/2021	PR	Medicare Tax	6.49	178.13
6/13/2021	PR	Social Security Tax	17.35	195.48
6/13/2021	PR	Medicare Tax	4.06	199.54
6/27/2021	PR	Social Security Tax	12.69	212.23
6/27/2021	PR	Medicare Tax	2.96	215.19
7/11/2021	PR	Social Security Tax	12.73	227.92
7/11/2021	PR	Medicare Tax	2.99	230.91
7/25/2021	PR	Social Security Tax	13.58	244.49
7/25/2021	PR	Medicare Tax	3.17	247.66
8/8/2021	PR	Social Security Tax	13.82	261.48
8/8/2021	PR	Medicare Tax	3.23	264.71
8/22/2021	PR	Social Security Tax	12.20	276.91
8/22/2021	PR	Medicare Tax	2.85	279.76
			\$279.76	\$279.76
			Budgeted Amount:	\$437.00
			Budget Balance:	\$157.24
72 4169132 - Retirement Benefits				\$0.00
1/15/2021	PR	State Retirement	87.89	87.89
1/15/2021	PR	Long Term Disability	2.28	90.17
2/19/2021	PR	State Retirement	87.89	178.06
2/19/2021	PR	Long Term Disability	2.28	180.34
3/19/2021	PR	State Retirement	87.89	268.23
3/19/2021	PR	Long Term Disability	2.28	270.51
4/30/2021	PR	State Retirement	87.89	358.40
4/30/2021	PR	Long Term Disability	2.28	360.68
5/31/2021	PR	State Retirement	87.89	448.57
5/31/2021	PR	Long Term Disability	2.28	450.85
6/13/2021	PR	State Retirement	56.78	507.63
6/13/2021	PR	Long Term Disability	1.48	509.11
6/27/2021	PR	State Retirement	40.38	549.49
6/27/2021	PR	Long Term Disability	1.05	550.54
7/11/2021	PR	State Retirement	40.55	591.09
7/11/2021	PR	Long Term Disability	1.05	592.14
7/25/2021	PR	State Retirement	40.44	632.58
7/25/2021	PR	Long Term Disability	1.05	633.63
8/8/2021	PR	State Retirement	43.69	677.32
8/8/2021	PR	Long Term Disability	1.05	678.37
8/22/2021	PR	State Retirement	38.68	717.05
8/22/2021	PR	Long Term Disability	0.99	718.04
			\$718.04	\$718.04
			Budgeted Amount:	\$1,055.00
			Budget Balance:	\$336.96

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account		Description	Debit	Credit	Balance
Date	Code				Debit
Satellite Buildings (continued)					
72 4169260 - Buildings and Grounds					
6/14/2021	AP	INV: 1508 Forsythe Fire LLC - SJC Library	24.75		24.75
			\$24.75		\$24.75
			Budgeted Amount:		\$200.00
			Budget Balance:		\$175.25
72 4169310 - Professional and Technical					
6/28/2021	AP	INV: 4285 New Technology Solutions - SJC Libraries	47.50		47.50
8/9/2021	AP	INV: 4275 New Technology Solutions - SJC Libraries	47.50		95.00
			\$95.00		\$95.00
			Budgeted Amount:		\$0.00
			Budget Balance:		(\$95.00)
Satellite Buildings Total:			\$4,995.56	\$0.00	\$4,995.56

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

<u>Account</u>				<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Date</u>	<u>Code</u>	<u>Description</u>				
Library Board						
72 4580620 - Miscellaneous Services						\$0.00
1/13/2021	AP	INV: EVSCAN_0434 Deeter, Karry - Meeting Attendance		50.00		50.00
1/13/2021	AP	INV: EVSCAN_0435 Ford, Genevieve - Meeting Attendance		50.00		100.00
1/13/2021	AP	INV: EVSCAN_0436 Chamberlain, Ramona - Meeting Attendance		50.00		150.00
3/23/2021	AP	INV: EV20212203031525 Ford, Genevieve - Library Board Meeting		50.00		200.00
3/23/2021	AP	INV: EV20212203085955 Cody, Lucille - Library Board Meeting		50.00		250.00
3/23/2021	AP	INV: EV20212203090006 Deeter, Karry - Library Board Meeting		50.00		300.00
3/23/2021	AP	INV: EV20212203090010 Dailey, Carolyn - Library Board Meeting		50.00		350.00
5/24/2021	AP	INV: EV2021052411582102 Dailey, Carolyn - Library Board Meeting		50.00		400.00
5/24/2021	AP	INV: EV2021052411582103 Dailey, Carolyn - Library Board Meeting		50.00		450.00
5/24/2021	AP	INV: EV2021052411582104 Dailey, Carolyn - Library Board Meeting		50.00		500.00
5/24/2021	AP	VOID INV: EV2021052411582103 Dailey, Carolyn - Library Board Meeting			50.00	450.00
5/24/2021	AP	VOID INV: EV2021052411582104 Dailey, Carolyn - Library Board Meeting			50.00	400.00
5/24/2021	AP	INV: EV202105411582104 Ford, Genevieve - Library Board Meeting		50.00		450.00
5/24/2021	AP	INV: EV2021052411582103 Shulte, Tim - Library Board Meeting		50.00		500.00
5/28/2021	AP	INV: EV2021052715501404 Chamberlain, Ramona - Library Board Meeting		50.00		550.00
7/30/2021	AP	INV: EV2021073009073707 Chamberlain, Ramona - Library Board Meeting		50.00		600.00
8/2/2021	AP	INV: EV2021080208543101 Ford, Genevieve - Library Board Meeting		50.00		650.00
8/2/2021	AP	INV: EV2021080208543102 Cody, Lucille - Library Board Meeting		50.00		700.00
8/2/2021	AP	INV: EV2021080208543103 Dailey, Carolyn - Library Board Meeting		50.00		750.00
8/2/2021	AP	INV: EV2021080208543104 Shulte, Tim - Library Board Meeting		50.00		800.00
				\$900.00	(\$100.00)	\$800.00
				Budgeted Amount:		\$1,450.00
				Budget Balance:		\$650.00
Library Board Total:				\$900.00	(\$100.00)	\$800.00

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

<u>Account</u>		<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Date</u>	<u>Code</u>				
San Juan County Library System					
72 4581110 - Salaries and Wages					
					\$0.00
1/15/2021	PR	Gross Pay	13,141.24		13,141.24
2/19/2021	PR	Gross Pay	15,535.84		28,677.08
3/19/2021	PR	Gross Pay	13,858.60		42,535.68
4/16/2021	PR	Gross Pay	7,778.18		50,313.86
4/30/2021	PR	Gross Pay	6,099.48		56,413.34
5/21/2021	PR	Gross Pay	9,731.84		66,145.18
5/31/2021	PR	Gross Pay	6,099.47		72,244.65
6/13/2021	PR	Gross Pay	6,144.78		78,389.43
6/27/2021	PR	Gross Pay	4,075.53		82,464.96
6/30/2021	PR	Gross Pay	6,099.48		88,564.44
7/11/2021	PR	Gross Pay	3,886.53		92,450.97
7/25/2021	PR	Gross Pay	4,576.23		97,027.20
7/31/2021	PR	Gross Pay	6,099.48		103,126.68
8/8/2021	PR	Gross Pay	4,291.12		107,417.80
8/22/2021	PR	Gross Pay	4,713.18		112,130.98
8/31/2021	PR	Gross Pay	6,830.94		118,961.92
			\$118,961.92		\$118,961.92
			Budgeted Amount:		\$213,855.00
			Budget Balance:		\$94,893.08
72 4581131 - FICA Expense					
					\$0.00
1/15/2021	PR	Social Security Tax	797.67		797.67
1/15/2021	PR	Medicare Tax	186.56		984.23
2/19/2021	PR	Social Security Tax	946.14		1,930.37
2/19/2021	PR	Medicare Tax	221.27		2,151.64
3/19/2021	PR	Social Security Tax	842.16		2,993.80
3/19/2021	PR	Medicare Tax	196.95		3,190.75
4/16/2021	PR	Social Security Tax	482.23		3,672.98
4/16/2021	PR	Medicare Tax	112.78		3,785.76
4/30/2021	PR	Social Security Tax	361.09		4,146.85
4/30/2021	PR	Medicare Tax	84.45		4,231.30
5/21/2021	PR	Social Security Tax	603.38		4,834.68
5/21/2021	PR	Medicare Tax	141.13		4,975.81
5/31/2021	PR	Social Security Tax	361.09		5,336.90
5/31/2021	PR	Medicare Tax	84.45		5,421.35
6/13/2021	PR	Social Security Tax	380.99		5,802.34
6/13/2021	PR	Medicare Tax	89.10		5,891.44
6/27/2021	PR	Social Security Tax	252.69		6,144.13
6/27/2021	PR	Medicare Tax	59.09		6,203.22
6/30/2021	PR	Social Security Tax	361.09		6,564.31
6/30/2021	PR	Medicare Tax	84.45		6,648.76
7/11/2021	PR	Social Security Tax	240.96		6,889.72
7/11/2021	PR	Medicare Tax	56.35		6,946.07
7/25/2021	PR	Social Security Tax	283.72		7,229.79
7/25/2021	PR	Medicare Tax	66.37		7,296.16
7/31/2021	PR	Social Security Tax	361.09		7,657.25
7/31/2021	PR	Medicare Tax	84.45		7,741.70
8/8/2021	PR	Social Security Tax	266.06		8,007.76
8/8/2021	PR	Medicare Tax	62.21		8,069.97
8/22/2021	PR	Social Security Tax	292.22		8,362.19
8/22/2021	PR	Medicare Tax	68.35		8,430.54
8/31/2021	PR	Social Security Tax	406.44		8,836.98
8/31/2021	PR	Medicare Tax	95.05		8,932.03
			\$8,932.03		\$8,932.03
			Budgeted Amount:		\$15,000.00
			Budget Balance:		\$6,067.97
72 4581132 - Retirement Benefits					
					\$0.00
1/15/2021	PR	State Retirement	637.17		637.17
1/15/2021	PR	401k Retirement	380.83		1,018.00
1/15/2021	PR	Long Term Disability	29.28		1,047.28
2/19/2021	PR	State Retirement	637.17		1,684.45
2/19/2021	PR	401k Retirement	380.83		2,065.28
2/19/2021	PR	Long Term Disability	29.28		2,094.56
3/19/2021	PR	State Retirement	637.17		2,731.73
3/19/2021	PR	401k Retirement	380.83		3,112.56
3/19/2021	PR	Long Term Disability	29.28		3,141.84
4/30/2021	PR	State Retirement	637.17		3,779.01
4/30/2021	PR	401k Retirement	380.83		4,159.84

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account			Debit	Credit	Balance
Date	Code	Description			
San Juan County Library System (continued)					
72 4581132 - Retirement Benefits (continued)					
4/30/2021	PR	Long Term Disability	29.28		4,189.12
5/31/2021	PR	State Retirement	637.17		4,826.29
5/31/2021	PR	401k Retirement	380.83		5,207.12
5/31/2021	PR	Long Term Disability	29.28		5,236.40
6/30/2021	PR	State Retirement	637.17		5,873.57
6/30/2021	PR	401k Retirement	380.83		6,254.40
6/30/2021	PR	Long Term Disability	29.28		6,283.68
7/31/2021	PR	State Retirement	643.96		6,927.64
7/31/2021	PR	401k Retirement	380.83		7,308.47
7/31/2021	PR	Long Term Disability	29.28		7,337.75
8/31/2021	PR	State Retirement	721.19		8,058.94
8/31/2021	PR	401k Retirement	418.89		8,477.83
8/31/2021	PR	Long Term Disability	31.04		8,508.87
			\$8,508.87		\$8,508.87
					Budgeted Amount: \$15,000.00
					Budget Balance: \$6,491.13
72 4581134 - Health Insurance					
					\$0.00
2/19/2021	JE	994 - Health insurance allocation	3,000.00		3,000.00
3/31/2021	JE	1078 - Health insurance allocation	3,000.00		6,000.00
4/30/2021	JE	1112 - Health insurance allocation	3,000.00		9,000.00
5/31/2021	JE	1156 - Health insurance allocation	3,000.00		12,000.00
6/30/2021	JE	1195 - Health insurance allocation	3,000.00		15,000.00
7/30/2021	JE	1239 - Health insurance allocation	3,000.00		18,000.00
			\$18,000.00		\$18,000.00
					Budgeted Amount: \$54,000.00
					Budget Balance: \$36,000.00
72 4581210 - Subscriptions and Memberships					
					\$0.00
1/22/2021	AP	INV: 20210122130448 The Times- Independent - SJC Library	36.00		36.00
3/1/2021	AP	INV: CC20210224012908 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	97.30		133.30
5/7/2021	AP	INV: 12474 Rivistas Subscription Services - SJC Library	322.30		455.60
5/7/2021	AP	INV: 12476 Rivistas Subscription Services - SJC Library	337.86		793.46
7/12/2021	AP	INV: 159640 San Juan Record - SJC Library	30.00		823.46
			\$823.46		\$823.46
					Budgeted Amount: \$1,120.00
					Budget Balance: \$296.54
72 4581220 - Public Notices					
					\$0.00
3/5/2021	AP	INV: CNS20210203014726 CNS - SJC Library	50.00		50.00
6/7/2021	AP	INV: SJCLIBB0421 San Juan Record - SJC Library	300.00		350.00
			\$350.00		\$350.00
					Budgeted Amount: \$500.00
					Budget Balance: \$150.00
72 4581230 - Travel Expense					
					\$0.00
8/13/2021	AP	INV: TF2021081308214425 Fellmeth, Holly - TRAVEL REIM	66.08		66.08
			\$66.08		\$66.08
					Budgeted Amount: \$750.00
					Budget Balance: \$683.92
72 4581240 - Office Expense					
					\$0.00
1/6/2021	AP	INV: 6891170 Demco Inc - SJC Library	187.24		187.24
1/11/2021	AP	INV: CC01252021103516 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	63.40		250.64
1/14/2021	AP	INV: EV20210114 Petty Cash - Monticello Library - Monticello Library	14.93		265.57
1/21/2021	AP	INV: 401906 Redd's Ace Hardware - SJC Library	7.70		273.27
1/27/2021	AP	INV: INV160530 Packard Wholesale Co. - SJC Library	44.58		317.85
1/28/2021	AP	INV: 487120 Library Store Inc. - Monticello Library	280.61		598.46
2/2/2021	AP	INV: PC20210205011644 Petty Cash - SJC Library	13.36		611.82
2/9/2021	AP	VOID INV: 20201008145208 Sentry Safe - Key Replacement		12.00	599.82
2/18/2021	AP	INV: EV20210217164221 Petty Cash - Blanding Library	30.85		630.67
2/22/2021	AP	INV: 14121208 Quill Corporation - SJC Library	55.04		685.71
2/22/2021	AP	INV: 14137535 Quill Corporation - SJC Library	39.00		724.71
3/1/2021	AP	INV: CC20210224012908 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	120.00		844.71
3/1/2021	AP	INV: CC20212202013904 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	9.99		854.70

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account			Debit	Credit	Balance
Date	Code	Description			
San Juan County Library System (continued)					
72 4581240 - Office Expense (continued)					
3/5/2021	AP	INV: 403459 Redd's Ace Hardware - SJC Library	27.92		882.62
3/5/2021	AP	INV: INV157074 Packard Wholesale Co. - SJC Library	37.86		920.48
3/29/2021	AP	INV: CC20212503045500 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	1,212.37		2,132.85
4/26/2021	AP	INV: EV20210422133026 Petty Cash - SJC Library	22.00		2,154.85
4/27/2021	AP	INV: EV20210427081253 Petty Cash - Monticello Library - Monticello Library	5.00		2,159.85
5/3/2021	AP	INV: CC20210430105041 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	116.78		2,276.63
5/3/2021	AP	INV: CC20212601030216 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	72.16		2,348.79
5/7/2021	AP	INV: C208069 Monticello Mercantile - SJC Library	12.76		2,361.55
5/18/2021	AP	INV: C209014 Monticello Mercantile - SJC Library	3.99		2,365.54
6/1/2021	AP	INV: CC20212605044427 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	237.34		2,602.88
6/1/2021	AP	INV: CC20212705071152 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	597.74		3,200.62
6/7/2021	AP	INV: 6942948 Demco Inc - SJC Library	101.91		3,302.53
6/7/2021	AP	INV: C212565 Monticello Mercantile - SJC Library	0.90		3,303.43
6/21/2021	AP	INV: 6964548 Demco Inc - SJC Library	245.47		3,548.90
6/21/2021	AP	INV: EV20210621081710 SJC Blanding Library or Nicole Perkins - PETTY CASH	45.76		3,594.66
6/28/2021	AP	INV: 409549 Redd's Ace Hardware - SJC Library	6.57		3,601.23
6/28/2021	AP	INV: J55900 Redd's Ace Hardware - SJC Library	32.98		3,634.21
6/29/2021	AP	INV: CC20212306074813 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	58.91		3,693.12
7/12/2021	AP	INV: EV20210712093303 SJC Blanding Library or Nicole Perkins - PETTY CASH	11.00		3,704.12
7/16/2021	AP	INV: C214444 Monticello Mercantile - SJC Library	4.29		3,708.41
7/16/2021	AP	INV: C215931 Monticello Mercantile - SJC Library	12.25		3,720.66
7/16/2021	AP	INV: C216332 Monticello Mercantile - SJC Library	15.54		3,736.20
8/11/2021	AP	INV: CC2021073009073766 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	338.56		4,074.76
8/11/2021	AP	INV: CC20210730091830 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	78.29		4,153.05
8/13/2021	AP	INV: 114409 Blue Mountain Foods - SJC Library	9.90		4,162.95
8/13/2021	AP	INV: EV20210813082319 SJC Blanding Library or Nicole Perkins - PETTY CASH	10.00		4,172.95
8/30/2021	AP	INV: C222022 Monticello Mercantile - SJC Library	1.49		4,174.44
8/30/2021	AP	INV: CC20210820145802 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	689.52		4,863.96
8/30/2021	AP	INV: CC20211908083459 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	48.05		4,912.01
			\$4,924.01	(\$12.00)	\$4,912.01
			Budgeted Amount:		\$7,700.00
			Budget Balance:		\$2,787.99
72 4581241 - Postage					
1/11/2021	AP	INV: CC01282021042921 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	5.82		5.82
3/29/2021	AP	INV: CC20212303035428 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	19.15		24.97
8/11/2021	AP	INV: CC2021073009073766 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	55.00		79.97
8/13/2021	AP	INV: EV20210813082304 Petty Cash - Bluff Library	31.28		111.25
8/23/2021	AP	INV: EV016608 Petty Cash - SJC Library	17.25		128.50
8/30/2021	AP	INV: CC20211908083459 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	150.88		279.38
			\$279.38		\$279.38
			Budgeted Amount:		\$300.00
			Budget Balance:		\$20.62
72 4581242 - Software Maintenance					
1/11/2021	AP	INV: SCAN_0430 Mitinet Inc - SJC Library	990.00		990.00
1/18/2021	AP	INV: 7554988 Follett School Solutions Inc - SJC Library	226.76		1,216.76
3/23/2021	AP	INV: 1430636 Follett School Solutions Inc - SJC Library	907.05		2,123.81
3/23/2021	AP	INV: 1430651 Follett School Solutions Inc - SJC Library	907.05		3,030.86
4/2/2021	AP	INV: 7562044 Follett School Solutions Inc - SJC Library	894.83		3,925.69
			\$3,925.69		\$3,925.69
			Budgeted Amount:		\$4,000.00
			Budget Balance:		\$74.31

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account			Debit	Credit	Balance
Date	Code	Description			
San Juan County Library System (continued)					
72 4581250 - Computer Maintenance/Supplies					
					\$0.00
2/22/2021	AP	INV: 14137535 Quill Corporation - SJC Library	116.98		116.98
2/26/2021	AP	INV: 14635454 Quill Corporation - SJC Library	82.58		199.56
3/1/2021	AP	INV: CC20212202013904 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	154.56		354.12
3/29/2021	AP	INV: CC20212503045500 U.S. Bank Corporate Payment - 4246-0470- 0125-7788 Nicole Perkins	368.00		722.12
3/29/2021	AP	INV: CC20212303035428 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	35.89		758.01
5/3/2021	AP	INV: CC20212601030216 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	46.89		804.90
6/1/2021	AP	INV: CC20212605044427 U.S. Bank Corporate Payment - 4246-0470- 0125-7788 Nicole Perkins	585.30		1,390.20
6/1/2021	AP	INV: CC20212705071152 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	107.67		1,497.87
6/29/2021	AP	INV: CC20212306074813 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	10.98		1,508.85
8/11/2021	AP	INV: CC2021073009073766 U.S. Bank Corporate Payment - 4246-0470- 0125-7788 Nicole Perkins	876.56		2,385.41
8/11/2021	AP	INV: CC20210730091830 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	154.26		2,539.67
8/30/2021	AP	INV: CC20210820145802 U.S. Bank Corporate Payment - 4246-0470- 0125-7788 Nicole Perkins	378.36		2,918.03
8/30/2021	AP	INV: CC20211908083459 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	196.52		3,114.55
			\$3,114.55		\$3,114.55
			Budgeted Amount:		\$3,500.00
			Budget Balance:		\$385.45
72 4581251 - Gas, Oil and Grease					
					\$0.00
1/6/2021	AP	INV: F2106E00820LIB Fuel Network - Library	36.53		36.53
2/18/2021	AP	INV: F2107E00824 Fuel Network - SJC Fuel Bill	48.35		84.88
3/12/2021	AP	INV: F2108E00823 Fuel Network - SJC Fuel Bill	52.29		137.17
4/2/2021	AP	INV: F2109E00912 Fuel Network - SJC Fuel Bill	41.17		178.34
4/30/2021	JE	1158 - Road Department Charges	11.31		189.65
5/10/2021	AP	INV: F2110E00889 Fuel Network - SJC Fuel Bill	77.66		267.31
6/7/2021	AP	INV: F2111R00937 Fuel Network - SJC Fuel Bill	133.57		400.88
6/21/2021	AP	INV: TF20210621081440 Freestone, Brenda - PURCHASE REIMBURSEMENT	27.50		428.38
7/12/2021	AP	INV: F2112E00993LIB Fuel Network - SJC Fuel Bill	81.21		509.59
8/11/2021	AP	INV: F2201E00951 Fuel Network - Library	183.27		692.86
			\$692.86		\$692.86
			Budgeted Amount:		\$1,400.00
			Budget Balance:		\$707.14
72 4581280 - Telephone					
					\$0.00
1/1/2021	AP	INV: FCSCAN_0426 Frontier - 435-651-3309-082010-8	93.92		93.92
1/1/2021	AP	INV: FCSCAN_0428 Frontier - 435-672-2274-102716-8	189.90		283.82
1/13/2021	AP	INV: FCSCAN_0427 Frontier - 435-686-9936-020810-8	134.69		418.51
1/15/2021	AP	INV: FCSCAN_0441 Frontier - 435-587-2281-010170-8	136.29		554.80
1/25/2021	AP	INV: 21-0206 Utah Education Network - SJC Library	375.30		930.10
2/1/2021	AP	INV: VOIDEDCHKCASHED Frontier - Frontier voided then cashed	136.29		1,066.39
2/4/2021	AP	INV: SCAN_0447 RiverCanyon Wireless - SJC Library	79.99		1,146.38
2/12/2021	AP	INV: 41067 RiverCanyon Wireless - SJC Library	20.64		1,167.02
2/16/2021	AP	VOID INV: FCSCAN_0385 Frontier - 435-587-2281-010170-8		136.29	1,030.73
2/22/2021	AP	INV: FC02192021091748 Frontier - 435-672-2274-102716-8	287.61		1,318.34
3/5/2021	AP	INV: FC20210203014652 Frontier - 435-587-2281-010170-8	144.99		1,463.33
3/12/2021	AP	INV: FC20211103012903 Frontier - 435-672-2274-102716-8	100.04		1,563.37
3/12/2021	AP	INV: FC20211103012910 Frontier - 435-651-3309-082010-8	277.19		1,840.56
3/23/2021	AP	INV: 21-0410 Utah Education Network - SJC Library	375.30		2,215.86
3/29/2021	AP	INV: FC20212503113610 Frontier - 435-587-2281-010170-8	145.00		2,360.86
3/29/2021	AP	INV: FC20212503113617 Frontier - 435-686-9936-020810-8	69.73		2,430.59
6/7/2021	AP	INV: 21-0459 Utah Education Network - SJC Library	375.30		2,805.89
6/7/2021	AP	INV: 21-0593 Utah Education Network - SJC Library	375.30		3,181.19
6/21/2021	AP	INV: FC20211506125756 Frontier - 435-651-3309-082010-8	269.01		3,450.20
6/21/2021	AP	INV: FC20211506125759 Frontier - 435-672-2274-102716-8	395.49		3,845.69
8/11/2021	NBPT	Receipt 16985: Frontier - Refund Library		62.36	3,783.33
8/20/2021	NBPT	Receipt 17118: North Lane (Frontier Communications) - MC Library phone refund		49.23	3,734.10

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account			Debit	Credit	Balance
Date	Code	Description			
San Juan County Library System (continued)					
72 4581280 - Telephone (continued)					
			\$3,981.98	(\$247.88)	\$3,734.10
					Budgeted Amount: \$6,500.00
					Budget Balance: \$2,765.90
72 4581330 - Employee Education					
5/3/2021	AP	INV: CC20212601030216 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	60.00		60.00
6/29/2021	AP	INV: CC20212306074838 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	60.00		120.00
					\$120.00
					Budgeted Amount: \$675.00
					Budget Balance: \$555.00
72 4581480 - Collection Development					
1/11/2021	AP	INV: CC01282021042921 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	306.62		306.62
1/11/2021	AP	INV: CC01252021103516 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	245.06		551.68
2/2/2021	AP	INV: 838578 MicroMarketing - SJC Library	33.03		584.71
3/1/2021	AP	INV: CC20210224012908 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	2,503.22		3,087.93
3/1/2021	AP	INV: CC20212202013904 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	142.63		3,230.56
3/12/2021	AP	INV: 839966 MicroMarketing - SJC Library	29.75		3,260.31
3/26/2021	AP	INV: 843807 MicroMarketing - SJC Library	50.98		3,311.29
3/29/2021	AP	INV: CC20212503045500 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	907.13		4,218.42
3/29/2021	AP	INV: CC20212303035428 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	132.80		4,351.22
4/26/2021	AP	INV: 845884 MicroMarketing - SJC Library	34.00		4,385.22
4/27/2021	AP	INV: 847425 MicroMarketing - SJC Library	92.25		4,477.47
5/3/2021	AP	INV: CC20210430105041 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	1,185.52		5,662.99
5/3/2021	AP	INV: CC20212601030216 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	246.77		5,909.76
6/1/2021	AP	INV: CC202126050444427 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	509.21		6,418.97
6/1/2021	AP	INV: CC20212705071152 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	224.09		6,643.06
6/21/2021	AP	INV: EV20210621081710 SJC Blanding Library or Nicole Perkins - PETTY CASH	26.01		6,669.07
6/29/2021	AP	INV: CC20212306074813 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	321.18		6,990.25
7/12/2021	AP	INV: 159478 San Juan Record - SJC Library	150.00		7,140.25
8/11/2021	AP	INV: CC2021073009073766 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	294.79		7,435.04
8/11/2021	AP	INV: CC20210730091830 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	242.28		7,677.32
8/30/2021	AP	INV: CC20210820145802 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	711.43		8,388.75
8/30/2021	AP	INV: CC20211908083459 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	345.97		8,734.72
					\$8,734.72
					Budgeted Amount: \$21,911.00
					Budget Balance: \$13,176.28
72 4581610 - Miscellaneous Supplies/Service					
1/26/2021	AP	INV: 12150 On Time Sports - SJC Library	225.00		225.00
2/18/2021	AP	INV: EV20210217164221 Petty Cash - Blanding Library	221.75		446.75
4/27/2021	AP	INV: EV20210427081253 Petty Cash - Monticello Library - Monticello Library	2.00		448.75
5/3/2021	AP	INV: CC20212601030216 U.S. Bank Corporate Payment - 4246-0470-0113 -7634 Mikaela Ramsay	18.00		466.75
5/7/2021	AP	INV: 113706 Blue Mountain Foods - SJC Library	11.13		477.88
7/12/2021	AP	INV: EV20210712093303 SJC Blanding Library or Nicole Perkins - PETTY CASH	78.36		556.24
8/11/2021	AP	INV: 159797 San Juan Record - SJC Library	30.00		586.24
8/11/2021	AP	INV: 65880 Addept Media, LLC - SJC Library	55.00		641.24
					\$641.24
					Budgeted Amount: \$6,411.00
					Budget Balance: \$7,527.52

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account		Description	Debit	Credit	Balance
Date	Code				
San Juan County Library System (continued)					
72 4581620 - Special Programs					
1/11/2021	AP	INV: CC01282021042921 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	37.37		37.37
1/11/2021	AP	INV: CC01252021103516 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	16.49		53.86
1/14/2021	AP	INV: EV20210114 Petty Cash - Monticello Library - Monticello Library	41.63		95.49
2/18/2021	AP	INV: EV20210217164221 Petty Cash - Blanding Library	128.45		223.94
3/1/2021	AP	INV: CC20212202013904 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	54.94		278.88
3/5/2021	AP	INV: C184501 Monticello Mercantile - SJC Library	10.78		289.66
3/5/2021	AP	INV: E17065 Monticello Mercantile - SJC Library	10.99		300.65
3/12/2021	AP	INV: EV20210310073830 Petty Cash - SJC Library	12.49		313.14
3/12/2021	AP	INV: 113326 Blue Mountain Foods - Monticello Library	13.59		326.73
3/29/2021	AP	INV: CC20212303035428 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	20.96		347.69
4/27/2021	AP	INV: EV20210427081253 Petty Cash - Monticello Library - Monticello Library	51.36		399.05
5/3/2021	AP	INV: CC20212601030216 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	17.49		416.54
5/18/2021	AP	INV: EV20211705093329 Petty Cash - La Sal Library	13.15		429.69
5/18/2021	AP	INV: EV20210517093126 Petty Cash - Petty Cash - Public Health	13.15		442.84
5/19/2021	AP	VOID INV: EV20210517093126 Petty Cash - Petty Cash - Public Health		13.15	429.69
6/1/2021	AP	INV: CC202126050444427 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	222.50		652.19
6/1/2021	AP	INV: CC20212705071152 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	140.72		792.91
6/3/2021	AP	INV: 113821 Blue Mountain Foods - SJC Library	4.19		797.10
6/29/2021	AP	INV: CC20212306074813 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	74.91		872.01
7/12/2021	AP	INV: EV20210712093216 Petty Cash - SJC Library	21.10		893.11
8/11/2021	AP	INV: CC2021073009073766 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	333.74		1,226.85
8/11/2021	AP	INV: CC20210730091830 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	82.92		1,309.77
8/23/2021	AP	INV: EV016608 Petty Cash - SJC Library	8.88		1,318.65
8/30/2021	AP	INV: CC20210820145802 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	12.99		1,331.64
8/30/2021	AP	INV: CC20211908083459 U.S. Bank Corporate Payment - 4246-0470-0113-7634 Mikaela Ramsay	14.99		1,346.63
			\$1,359.78	(\$13.15)	\$1,346.63
			Budgeted Amount:		\$2,000.00
			Budget Balance:		\$653.37
72 4581740 - Equipment Purchases					
6/1/2021	AP	INV: CC202126050444427 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	161.72		161.72
8/11/2021	AP	INV: CC2021073009073766 U.S. Bank Corporate Payment - 4246-0470-0125-7788 Nicole Perkins	69.86		231.58
			\$231.58		\$231.58
			Budgeted Amount:		\$1,300.00
			Budget Balance:		\$1,068.42
72 4581915 - Transfers to Other Units					
1/1/2021	AP	INV: RI0101215 - Utah Navajo Health System;	165.00		165.00
2/1/2021	AP	INV: RI0201215 - Utah Navajo Health System;	165.00		330.00
2/22/2021	AP	INV: 2021 Grand County - Library Service Spanish Valley	6,000.00		6,330.00
3/1/2021	AP	INV: RI0301215 - Utah Navajo Health System;	165.00		6,495.00
4/1/2021	AP	INV: RI0401215 - Utah Navajo Health System;	165.00		6,660.00
5/1/2021	AP	INV: RI0501215 - Utah Navajo Health System;	165.00		6,825.00
6/1/2021	AP	INV: RI0601215 - Utah Navajo Health System;	165.00		6,990.00
6/9/2021	AP	INV: RI20210609 Utah Navajo Trust Fund - Lease for Library Space in Mont Creek	1,320.00		8,310.00
6/9/2021	AP	VOID INV: RI0601215 Utah Navajo Health System -		165.00	8,145.00
6/14/2021	NBPT	Receipt 16263: Utah Navajo Health Systems - Payments should have gone to UNTF not UNHS		990.00	7,155.00
7/1/2021	AP	INV: RI0701215 - Utah Navajo Trust Fund;	165.00		7,320.00
8/1/2021	AP	INV: RI0801215 - Utah Navajo Trust Fund;	165.00		7,485.00
8/20/2021	AP	INV: CD0150621313432 OverDrive - SJC Library	1,888.00		9,373.00
8/30/2021	AP	INV: LA20210827140253 La Sal Recreation Special - LEASE AGREEMENT	1,200.00		10,573.00

San Juan County
General Ledger - 1/1/2021 to 8/31/2021
Detail Ledger - Libraries

Item 4.

Account		Description	Debit	Credit	Balance
Date	Code				
San Juan County Library System (continued)					
72 4581915 - Transfers to Other Units (continued)					
			\$11,728.00	(\$1,155.00)	\$10,573.00
			Budgeted Amount:		\$22,180.00
			Budget Balance:		\$11,607.00
San Juan County Library System Total:			\$195,376.15	(\$1,428.03)	\$193,948.12
Report Total:			\$254,177.71	(\$1,528.03)	\$252,649.68

San Juan County
Expenditure Summary - Libraries
72 Library Fund - 01/01/2021 to 07/31/2021
58.33% of the fiscal year has expired

Item 4.

	July Actual	2021 Year-to-Date Actual	2021 Budget	Unexpended	% Used
Change In Net Position					
Expenditures:					
Parks, Recreation, and Public Property					
Library					
Monticello Library Building					
4167110 Salaries and Wages	904.55	18,989.34	27,840.80	8,851.46	68.21%
4167131 FICA Expense	67.18	1,426.89	2,129.82	702.93	67.00%
4167132 Retirement Benefits	171.42	2,045.30	5,142.20	3,096.90	39.77%
4167260 Buildings and Grounds	734.49	1,499.97	3,000.00	1,500.03	50.00%
4167270 Utilities	1,104.65	5,753.62	12,000.00	6,246.38	47.95%
4167310 Professional and Technical	23.75	237.50	0.00	(237.50)	0.00%
Total Monticello Library Building	3,006.04	29,952.62	50,112.82	20,160.20	59.77%
Blanding Library Building					
4168110 Salaries and Wages	1,062.14	8,120.05	18,876.00	10,755.95	43.02%
4168131 FICA Expense	79.83	601.37	1,444.01	842.64	41.65%
4168132 Retirement Benefits	110.98	845.25	1,406.08	560.83	60.11%
4168260 Buildings and Grounds	159.40	4,976.66	2,500.00	(2,476.66)	199.07%
4168270 Utilities	529.62	4,166.06	9,000.00	4,833.94	46.29%
4168310 Professional and Technical	71.25	190.00	0.00	(190.00)	0.00%
Total Blanding Library Building	2,013.22	18,899.39	33,226.09	14,326.70	56.88%
Satellite Buildings					
4169110 Salaries and Wages	438.35	3,431.99	5,709.60	2,277.61	60.11%
4169131 FICA Expense	32.47	247.66	436.78	189.12	56.70%
4169132 Retirement Benefits	83.09	633.63	1,054.56	420.93	60.08%
4169260 Buildings and Grounds	0.00	24.75	200.00	175.25	12.38%
4169270 Utilities	0.00	0.00	500.00	500.00	0.00%
4169310 Professional and Technical	0.00	47.50	0.00	(47.50)	0.00%
Total Satellite Buildings	553.91	4,385.53	7,900.94	3,515.41	55.51%
Library Board					
4580230 Travel Expense	0.00	0.00	750.00	750.00	0.00%
4580330 Employee Education	0.00	0.00	300.00	300.00	0.00%
4580620 Miscellaneous Services	50.00	600.00	1,450.00	850.00	41.38%
Total Library Board	50.00	600.00	2,500.00	1,900.00	24.00%
San Juan County Library System					
4581110 Salaries and Wages	14,562.24	103,126.68	213,855.20	110,728.52	48.22%
4581131 FICA Expense	1,092.94	7,741.70	16,359.92	8,618.22	47.32%
4581132 Retirement Benefits	1,054.07	7,337.75	12,216.28	4,878.53	60.07%
4581134 Health Insurance	0.00	15,000.00	54,000.00	39,000.00	27.78%
4581136 Unemployment Benefits	0.00	0.00	500.00	500.00	0.00%
4581210 Subscriptions and Memberships	30.00	823.46	1,120.00	296.54	73.52%
4581220 Public Notices	0.00	350.00	240.00	(110.00)	145.83%
4581230 Travel Expense	0.00	0.00	1,500.00	1,500.00	0.00%
4581240 Office Expense	43.08	3,736.20	6,950.00	3,213.80	53.76%
4581241 Postage	0.00	24.97	2,900.00	2,875.03	0.86%
4581242 Software Maintenance	0.00	3,925.69	4,500.00	574.31	87.24%
4581250 Computer Maintenance/Supplies	0.00	1,508.85	4,000.00	2,491.15	37.72%
4581251 Gas, Oil and Grease	81.21	509.59	2,400.00	1,890.41	21.23%
4581280 Telephone	0.00	3,845.69	9,500.00	5,654.31	40.48%
4581330 Employee Education	0.00	120.00	675.00	555.00	17.78%
4581480 Collection Development	150.00	7,140.25	27,911.00	20,770.75	25.58%
4581610 Miscellaneous Supplies/Service	78.36	556.24	700.00	143.76	79.46%
4581620 Special Programs	21.10	893.11	4,785.00	3,891.89	18.66%
4581740 Equipment Purchases	0.00	161.72	1,300.00	1,138.28	12.44%
4581915 Transfers to Other Units	165.00	7,320.00	22,180.00	14,860.00	33.00%
4581920 Grant Expenses	214.96	15,416.80	0.00	(15,416.80)	0.00%
Total San Juan County Library System	17,492.96	179,538.70	387,592.40	208,053.70	46.32%
Total Library	23,116.13	233,376.24	481,332.25	247,956.01	48.49%
Total Parks, Recreation, and Public Property	23,116.13	233,376.24	481,332.25	247,956.01	48.49%
Total Expenditures:	23,116.13	233,376.24	481,332.25	247,956.01	48.49%
Total Change In Net Position	(23,116.13)	(233,376.24)	(481,332.25)	(247,956.01)	48.49%

San Juan County
Financial Statement - Library Financials
01/01/2021 to 07/31/2021
58.33% of the fiscal year has expired

	<u>July</u> <u>Actual</u>	<u>2021</u> <u>Year-to-Date</u> <u>Actual</u>
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
72.1110000 General Checking - Combined - Library	22,278.25	(185,012.23)
72.1112000 Zions - Payroll	(19,659.26)	(25,346.46)
72.1162000 PTIF 897 General - Library	0.00	381,973.54
Total Cash and cash equivalents	<u>2,618.99</u>	<u>171,614.85</u>
Total Current Assets	<u>2,618.99</u>	<u>171,614.85</u>
Total Assets:	<u>2,618.99</u>	<u>171,614.85</u>
Liabilites and Fund Equity:		
Liabilities:		
Current liabilities		
72.2131000 Accounts Payable	1,029.73	1,029.73
Total Current liabilities	<u>1,029.73</u>	<u>1,029.73</u>
Total Liabilities:	<u>1,029.73</u>	<u>1,029.73</u>
Equity - Paid In / Contributed		
72.2951000 Fund Balance - Unappropriated	1,589.26	170,585.12
Total Equity - Paid In / Contributed	<u>1,589.26</u>	<u>170,585.12</u>
Total Liabilites and Fund Equity:	<u>2,618.99</u>	<u>171,614.85</u>
Total Net Position	<u>0.00</u>	<u>0.00</u>

San Juan County
Financial Statement - Library Financials
01/01/2021 to 07/31/2021
58.33% of the fiscal year has expired

	July Actual	2021 Year-to-Date Actual	2021 Budget	Unearned/ Unused	% Earned/ Used
Change In Net Position					
Revenue:					
Taxes					
72.3110000 Property Taxes	0.00	0.00	403,000.00	403,000.00	0.00%
72.3120000 Prior Years Taxes	0.00	0.00	12,000.00	12,000.00	0.00%
72.3170000 Fee in Lieu of Tax	0.00	0.00	15,000.00	15,000.00	0.00%
72.3190000 Interest and Penalties	0.00	0.00	900.00	900.00	0.00%
Total Taxes	0.00	0.00	430,900.00	430,900.00	0.00%
Intergovernmental revenue					
72.3310000 Other Federal Grants	25,613.61	27,361.00	0.00	(27,361.00)	0.00%
72.3340000 Other State Grants	(16,761.11)	7,400.00	14,000.00	6,600.00	52.86%
72.3350000 Other Misc Grants	36,000.00	36,000.00	0.00	(36,000.00)	0.00%
Total Intergovernmental revenue	44,852.50	70,761.00	14,000.00	(56,761.00)	505.44%
Charges for services					
72.3413000 Library Fees	0.00	119.75	11,500.00	11,380.25	1.04%
72.3415000 Sale of Maps/Publications	234.10	1,508.20	0.00	(1,508.20)	0.00%
72.3495000 Copier	372.05	2,785.60	0.00	(2,785.60)	0.00%
Total Charges for services	606.15	4,413.55	11,500.00	7,086.45	38.38%
Fines and forfeitures					
72.3512000 Library Fines	0.00	6.00	0.00	(6.00)	0.00%
Total Fines and forfeitures	0.00	6.00	0.00	(6.00)	0.00%
Interest					
72.3610000 Interest Earnings	0.00	553.80	5,000.00	4,446.20	11.08%
Total Interest	0.00	553.80	5,000.00	4,446.20	11.08%
Miscellaneous revenue					
72.3620000 Rents and Concessions	200.00	581.00	750.00	169.00	77.47%
72.3690000 Sundry Revenues	44.74	686.42	0.00	(686.42)	0.00%
Total Miscellaneous revenue	244.74	1,267.42	750.00	(517.42)	168.99%
Contributions and transfers					
72.3830000 Contributions Private	(20,998.00)	306.82	1,200.00	893.18	25.57%
72.3890000 Beg Fund Balance to be Approp.	0.00	0.00	20,000.00	20,000.00	0.00%
Total Contributions and transfers	(20,998.00)	306.82	21,200.00	20,893.18	1.45%
Total Revenue:	24,705.39	77,308.59	483,350.00	406,041.41	15.99%
Expenditures:					
Parks, Recreation, and Public Property					
Library					
Monticello Library Building					
72.4167110 Salaries and Wages	904.55	18,989.34	27,840.80	8,851.46	68.21%
72.4167131 FICA Expense	67.18	1,426.89	2,129.82	702.93	67.00%
72.4167132 Retirement Benefits	171.42	2,045.30	5,142.20	3,096.90	39.77%
72.4167260 Buildings and Grounds	734.49	1,499.97	3,000.00	1,500.03	50.00%
72.4167270 Utilities	1,104.65	5,753.62	12,000.00	6,246.38	47.95%
72.4167310 Professional and Technical	23.75	237.50	0.00	(237.50)	0.00%
Total Monticello Library Building	3,006.04	29,952.62	50,112.82	20,160.20	59.77%
Blanding Library Building					
72.4168110 Salaries and Wages	1,062.14	8,120.05	18,876.00	10,755.95	43.02%
72.4168131 FICA Expense	79.83	601.37	1,444.01	842.64	41.65%
72.4168132 Retirement Benefits	110.98	845.25	1,406.08	560.83	60.11%
72.4168260 Buildings and Grounds	159.40	4,976.66	2,500.00	(2,476.66)	199.07%
72.4168270 Utilities	529.62	4,166.06	9,000.00	4,833.94	46.29%
72.4168310 Professional and Technical	71.25	190.00	0.00	(190.00)	0.00%
Total Blanding Library Building	2,013.22	18,899.39	33,226.09	14,326.70	56.88%
Satellite Buildings					
72.4169110 Salaries and Wages	438.35	3,431.99	5,709.60	2,277.61	60.11%
72.4169131 FICA Expense	32.47	247.66	436.78	189.12	56.70%
72.4169132 Retirement Benefits	83.09	633.63	1,054.56	420.93	60.08%
72.4169260 Buildings and Grounds	0.00	24.75	200.00	175.25	12.38%
72.4169270 Utilities	0.00	0.00	500.00	500.00	0.00%
72.4169310 Professional and Technical	0.00	47.50	0.00	(47.50)	0.00%
Total Satellite Buildings	553.91	4,385.53	7,900.94	3,515.41	55.51%
Library Board					

San Juan County
Financial Statement - Library Financials
01/01/2021 to 07/31/2021
58.33% of the fiscal year has expired

Item 4.

	July Actual	2021 Year-to-Date Actual	2021 Budget	Unearned/ Unused	% Earned/ Used
72.4580230 Travel Expense	0.00	0.00	750.00	750.00	0.00%
72.4580330 Employee Education	0.00	0.00	300.00	300.00	0.00%
72.4580620 Miscellaneous Services	50.00	600.00	1,450.00	850.00	41.38%
Total Library Board	50.00	600.00	2,500.00	1,900.00	24.00%
San Juan County Library System					
72.4581110 Salaries and Wages	14,562.24	103,126.68	213,855.20	110,728.52	48.22%
72.4581131 FICA Expense	1,092.94	7,741.70	16,359.92	8,618.22	47.32%
72.4581132 Retirement Benefits	1,054.07	7,337.75	12,216.28	4,878.53	60.07%
72.4581134 Health Insurance	0.00	15,000.00	54,000.00	39,000.00	27.78%
72.4581136 Unemployment Benefits	0.00	0.00	500.00	500.00	0.00%
72.4581210 Subscriptions and Memberships	30.00	823.46	1,120.00	296.54	73.52%
72.4581220 Public Notices	0.00	350.00	240.00	(110.00)	145.83%
72.4581230 Travel Expense	0.00	0.00	1,500.00	1,500.00	0.00%
72.4581240 Office Expense	43.08	3,736.20	6,950.00	3,213.80	53.76%
72.4581241 Postage	0.00	24.97	2,900.00	2,875.03	0.86%
72.4581242 Software Maintenance	0.00	3,925.69	4,500.00	574.31	87.24%
72.4581250 Computer Maintenance/Supplies	0.00	1,508.85	4,000.00	2,491.15	37.72%
72.4581251 Gas, Oil and Grease	81.21	509.59	2,400.00	1,890.41	21.23%
72.4581280 Telephone	0.00	3,845.69	9,500.00	5,654.31	40.48%
72.4581330 Employee Education	0.00	120.00	675.00	555.00	17.78%
72.4581480 Collection Development	150.00	7,140.25	27,911.00	20,770.75	25.58%
72.4581610 Miscellaneous Supplies/Service	78.36	556.24	700.00	143.76	79.46%
72.4581620 Special Programs	21.10	893.11	4,785.00	3,891.89	18.66%
72.4581740 Equipment Purchases	0.00	161.72	1,300.00	1,138.28	12.44%
72.4581915 Transfers to Other Units	165.00	7,320.00	22,180.00	14,860.00	33.00%
72.4581920 Grant Expenses	214.96	15,416.80	0.00	(15,416.80)	0.00%
Total San Juan County Library System	17,492.96	179,538.70	387,592.40	208,053.70	46.32%
Total Library	23,116.13	233,376.24	481,332.25	247,956.01	48.49%
Total Parks, Recreation, and Public Property	23,116.13	233,376.24	481,332.25	247,956.01	48.49%
Total Expenditures:	23,116.13	233,376.24	481,332.25	247,956.01	48.49%
Total Change In Net Position	1,589.26	(156,067.65)	2,017.75	158,085.40	-7,734.74%

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LSTA Purchase Quotation

Quotation developed for: Nicole Perkins Date: September 3, 2021
 Organization ("Customer"): San Juan Public Library Valid until: Until funds are granted in 2021
 New Customer?

*Please open your product upon receipt to confirm a safe delivery .
 You have 30 days to request an exchange for equipment damaged in shipping.*

Item Number	Product	Quantity	Unit Cost	Total
AIO Model:				
ELS	Early Literacy Station	1	\$ 3,299.00	\$ 3,299.00
Warranty & Upgrades Extend Plan (for All-in-one's only):				
EXTEND1	1 Year Warranty & Upgrades Extend Plan (at time of purchase & for a total of 4 yrs.)	0	\$ 500.00	\$ -
EXTEND2	2 Year Warranty & Upgrades Extend Plan (at time of purchase & for a total of 5 yrs.)	0	\$ 1,000.00	\$ -
Options:				
DJHP-AWE	AWE headphones with volume control, 90-Day limited warranty	0	\$ 30.00	\$ -
Y SPLITTER	Audio Y-splitter cable, 6 inch (allows 2 set of headphones simultaneously)	0	\$ 5.00	\$ -
REPLUG	Replug Mini-Stereo Breakaway Audio Adapter	0	\$ 18.00	\$ -
AIO STAND	Enhanced Support Stand (for All-in-One units) HP _____ DELL _____	1	\$ 150.00	\$ 150.00
LTMO-AWE	Little Mouse - Optical USB (one included with each system purchase)	0	\$ 25.00	\$ -
LB2B-AWE	Keyboard w/ colored keys (one included with each system purchase)	0	\$ 25.00	\$ -
MOUSE PAD	AWE Mouse Pad	0	\$ 4.00	\$ -

Customer Trade In Program :

S/N:	S/N:
C5PTAS014609	

DISCOUNT	LSTA	10.00%	\$ (329.90)	-\$330.00
DISCOUNT	New Customer Discount	\$ (150.00)	\$ (150.00)	-\$150.00
*SHIPPING		Shipping - All-In-Ones 1	\$ 50.00	\$50.00
		Estimated Sales Tax	0.000%	\$ -
			TOTAL	\$3,019.00

Market: Library [LIB-LIB]

AWE Acquisition, Inc.	San Juan Public Library Q2_Plat2021
<i>Kirk Hall</i> (Signature)	9/3/2021 Date
	<i>[Signature]</i> (Signature) 9/7/2021 Date
<small>When fully executed, this document, including the attached Terms and Conditions which are incorporated herein by reference, is a binding Agreement</small>	
Kirk Hall (Print Name)	(269) 469-2933
Senior Account Executive (Title)	Email Address & Phone Number
* All invoices are sent via email unless otherwise requested <input checked="" type="checkbox"/> Check here if you require a paper invoice	
From where do the funds for this purchase originate? _____	

Bill To Information	Ship To Information
Name: <u>Nicole Perkins</u>	Name: <u>Nicole Perkins</u>
Organization: <u>San Juan County Library</u>	Organization: <u>San Juan County Library</u>
Address: <u>25 West 300 South Blanding</u>	Address: <u>25 West 300 South Blanding</u>
City, State, Zip: <u>Blanding, UT 84511</u>	City, State, Zip: <u>Blanding, UT 84511</u>
Phone / Fax: <u>435-678-2335</u>	Phone / Fax: <u>435-678-2335</u>
Email: <u>nperkins@sanjuancounty.org</u>	Email: <u>nperkins@sanjuancounty.org</u>

PAYMENT TYPE: Net 15 Terms or Credit Card: VISA MC DISC AMEX / # _____ EXP. _____

NAME ON CREDIT CARD (if Applicable): _____

Key (primary AWE) Contact NAME: _____ Email: _____ Phone: _____
 Warranty & Upgrade Contact NAME: _____ Email: _____ Phone: _____

Terms and Conditions

General: These Terms and Conditions are incorporated by reference into each Quotation or Purchase Agreement with an invoice to Customer, and form part of a legally binding agreement between Customer and AWE Acquisition, Inc. ("AWE"), which are referred to herein as either "Terms and Conditions" or this "Agreement." Customer agrees to these Terms and Conditions by 1) entering into a Purchase Agreement with AWE; 2) accepting delivery of and/or using the material or service provided by AWE to Customer; or 3) downloading, installing or using any software or content provided to you by AWE. These Terms and Conditions are subject to change without prior notice.

Invoicing and Payment: AWE will invoice Customer for all AWE learning products and related accessories when they are shipped to the Customer. AWE will invoice Customer for subscription and renewal products including all ELF™ products when activated. All invoices are sent via e-mail unless Customer provides a written request for a hardcopy. Emailed invoices are binding as a paper invoice even if a paper invoice is requested. Customer agrees to make payment for the full invoice amount due to AWE according to the invoice to Customer within 15 days of the invoice date ("Due Date"). Any payment received after the Due Date is considered past due ("Past Due").

Returns and Exchanges: Customer has thirty (30) calendar days to return or exchange an item from the date it was received. Only items that have been purchased directly from AWE can be returned or exchanged. To return or exchange an item to AWE, Customer must first email support@awelearning.com to request a return merchandise authorization (RMA) number. All returned items must be repackaged in their original packaging with all cords, adaptors, and documentation that were included with the original shipment. Partial returns will not be accepted. All returns must be received by AWE within twenty (20) calendar days from the RMA issuance date. A restocking fee of 15% (of the purchase price) will be charged to Customer for all returns and exchanges. Customer is responsible for all applicable return shipping and packaging costs. AWE Learning will provide a return shipping label; associated costs will be deducted from your order refund for return postage. No returns or exchanges are accepted on ELF Child-Safe Browser™ or ELF Reading & Reference™ subscription licenses.

Delinquent Payment: The Customer agrees to pay interest on all Past Due amounts at the lesser of 1.5% per month or the highest rate allowed by law. In the event legal action is required to collect any amount due, Customer also agrees to pay collection costs and attorney's fees incurred by AWE in a successful collection effort. AWE may suspend services, suspend further shipment of product(s) and/or terminate the Agreement in the event that Customer fails to make full payment within thirty (30) days after receiving notice of delinquency. Notice of delinquency may be sent via email or hard copy. Termination of the Agreement shall not alter Customer's obligation to make full payment under this Agreement.

End User Rights Granted: Access to and use of ELF™ and other software, and all other information, administrative tools, and documentation that may be included in or with AWE products (the "Content") are non-exclusively licensed, and not sold, to Customer, without the right to grant sublicenses, re-sell, distribute or otherwise commercially exploit. During the term of this license and any subsequent license renewals (the "License Period"), AWE grants the Customer the right only to use the Content as an End User. Customer shall not copy in whole or in part (except for back-up purposes only), reproduce, modify, adapt, translate, auction, loan, lease, assign or transfer the Content, or create derivative works based upon the Content. The ELF Child-Safe Browser™ or ELF Reading & Reference™ is licensed for the number of building licenses granted by this Agreement. AWE defines a building or location license as a maximum of 500 active installations distributed from a discrete Customer location. Customer obtains no right, title or interest to any intellectual property owned by AWE or residing in the Content. Any unauthorized use by Customer of the Content shall immediately and automatically terminate the license granted herein.

Limited Warranty on Hardware: Hardware warranties are an extension of, and limited to, the OEM warranty. AWE warrants that hardware products and accessories sold by AWE will be free against defects in materials and workmanship when used normally during the warranty period. Warranty periods vary by product. The Warranty does not cover defects or problems resulting from: (i) External causes such as accident, abuse, misuse, or electrical power problems; (ii) Servicing not authorized by AWE; (iii) Usage not in accordance with product instructions; (iv) Improper or unauthorized maintenance or modification; or (v) Usage of accessories, parts, or components not supplied or supported by AWE. This Limited Warranty does not cover any Products for which AWE has not received payment.

Warranty, Upgrade and Services Period on Bundled Products: AWE bundled hardware and software desktop products ("AWE Learning Stations") include a three-year limited warranty period, periodic software upgrades, and On-line Services from the date of shipment. AWE will notify customer periodically of software upgrade as they become available. AWE bundled hardware and software tablet products ("AWE Tablets") include a two-year limited warranty, no software upgrades, and On-Line services from the date of shipment. AWE's limited warranty on AWE Learning Stations and AWE Tablets is limited to the computer, software, keyboard, and mouse. Headphones include a 90-day limited warranty. Other optional accessories do not include a warranty.

Optional Extended Warranty, Upgrade and Services Period: Extended warranty, upgrade, and services are available for purchase for year four and five on eligible hardware and software products and accessories. Warranty, upgrade, and service periods must run consecutively (e.g., a year five extension may not be purchased without the purchase of a year four extension) and cannot exceed five years from the original date of shipment. Each one-year warranty, upgrade, and service extension will entitle Customer to all software updates during the extension period to the extent a software upgrade is released. AWE will notify Customer periodically of software upgrades as they become available. Customer is responsible for informing AWE of any changes to Customer's contact information and for scheduling and coordinating software upgrade installations.

Optional Accidental Damage Warranty: Optional accidental damage warranty is available for purchase on eligible AWE Tablets. Accidental damage warranty provides coverage for certain physical loss or damage not covered by the limited hardware warranty as specified herein. AWE agrees to repair or replace tablet products covered under the accidental damage warranty during the coverage period for any physical loss or damage caused by: i) Accidental liquid spill in or on the tablet; ii) Accidental damage to the tablet due to unintentional drop or collision; or iii) Physical damage caused by any power surge. Accidental damage warranty does not cover physical loss or damage caused by: i) Damage due to being submerged in liquid or due to fire, flood, or other acts of nature; ii) Intentional damage; iii) Normal wear and tear; iv) Cosmetic damage; or iv) Theft or loss. AWE's liability is limited in the aggregate to the total purchase price of the tablet as evidenced in a valid purchase invoice. AWE may at its discretion decide to repair or replace the damaged item with items similar or equivalent to the original purchased item. There is a limit of only one claim per registered serial number.

On-line Services: On-line services include Customer access to AWE's customer web portal, Customer account management, usage tracking, and all on-line reporting and dashboard facilities ("On-line Services"). AWE maintains the right to disable On-line Services for Customer products whose warranty,

Terms and Conditions (cont'd)

Technical Support and FAQ: For a list of frequently asked questions (FAQs) or to make a technical support request please visit us online at <http://awelearning.com/support/> or email us at support@awelearning.com.

Limitation of Liability: AWE warrants that it will perform all services associated within this agreement in a professional and workman like manner. In no event will AWE's liability whether in contract or tort, exceed the total amount of the fees and expenses paid to it by the Customer under this Agreement. Access to the ELF Child-Safe Browser™ and ELF Reading & Reference™ software content is provided on an "as is" basis and AWE makes no representations or warranties, either express or implied, of any kind with respect to the content and disclaims all warranties, express or implied, including, but not limited to, the merchantability and fitness for a particular purpose or the continued availability for use of the content. In the event of termination of access to the Content, in the case of subscribers, AWE's liability shall be limited to the refund to a registered subscriber of any subscriber fees corresponding to a pre-paid subscription. Institutional subscribers such as schools, child care, and libraries should independently verify that all Content provided via ELF is appropriate for the intended audience or educational purpose. AWE's liability for warranty replacement or repair is as stated above, and shall be strictly construed. AWE has no liability whatsoever for indirect, consequential or incidental damages under contract or tort or claims of loss of data, revenue or profits.

Liability and Indemnification: AWE shall indemnify, defend and hold harmless Customer, its officers, employees and designated representatives from any and all claims, suits, actions, damages, liabilities, expenses and costs of any kind, including litigation costs and reasonable attorney's fees, arising out of an assertion that Customer's use of Content infringes on the intellectual property rights of a third party, or for bodily injury (including death) and/or damage to real or tangible personal property, provided that the injury or damage was proximately caused by the intentional or negligent acts of any of AWE's officers, employees, agents or authorized sub-contractors (including suppliers). Customer shall indemnify defend and hold harmless AWE, its officers, employees and designated representative from any and all claims, suits, actions, damages, liabilities, expenses and costs of any kind, including litigation costs and reasonable attorney's fees, arising out of bodily injury (including death) and/or damage to real or tangible personal property, provided that the injury or damage was caused by the intentional or negligent acts of Customer's its officers, employees, agents or authorized sub-contractors (including suppliers).

Proprietary, Confidential and Non-Disclosure Agreement: Each party acknowledges that all information concerning the other party which is designated by the party as "Confidential and Proprietary" shall be deemed to be Confidential and Proprietary Information. Confidential and Proprietary Information is not meant to include any information, which, at the time of disclosure, is generally known by the public. Each party agrees that it will not permit the duplication, use, or disclosure of any such Confidential and Proprietary Information to any person (other than its own employees who must have such information for the performance of their obligation under this Agreement and as necessary to secure the performance of obligations hereunder by legal means), unless authorized in writing by the other party. Neither party shall use the name(s), trademark(s) or trade name(s), whether registered or not, of the other party in publicity releases or advertising without securing the prior written approval of the other party, such approval not to be unreasonably withheld; provided that AWE shall have the right, without Customer's approval to use Customer's name in its general list of customers. Each party agrees to hold in confidence any such Confidential and Proprietary information disclosed pursuant to this Agreement for a period of 3 years from the effective date of this Agreement. The parties shall have no obligation to maintain such information in confidence provided, they can show that such information (i) was in their possession prior to disclosure of such information, (ii) is or becomes publicly available through no fault of the party or (iii) was developed by the party independent of this Agreement.

Ownership Rights: AWE shall retain all right, title and interest in all technical information, inventions, patents, trade secrets, developments, discoveries, software, know-how, methods, techniques, formulae, data, processes and other proprietary ideas, whether or not patentable or copyrightable, that are developed pursuant to performance of the services hereunder, or are included in the Content.

Relationship and Right to Employ: AWE is an independent contractor and nothing in this Agreement shall be deemed to create a partnership or joint venture between Customer and AWE. As an independent contractor, AWE shall be responsible for withholding and paying all employment taxes, unemployment insurance, workers' compensation insurance and benefits for its employees. During the term of this Agreement, and any extensions thereto, Customer and AWE agree not to engage in either solicitation or recruitment of each other's employees.

Term: This Agreement shall be effective when signed by both the Customer and AWE and thereafter remain in effect as hereinafter stated (unless otherwise stated in the Agreement). All AWE Learning Stations have an initial term of three years from the date of shipment, unless otherwise extended. AWE Tablets have an initial term of two years from the date of shipment, unless otherwise extended. All ELF Child-Safe Browser™ or ELF Reading & Reference™ and subscription licenses have an initial term of one year from the date of activation, unless otherwise extended.

Governing Law: This Agreement shall be construed and enforced in accordance with the laws of the Commonwealth of Pennsylvania.

Final Agreement: This Agreement and exhibits contain the final and entire agreement between the parties and is intended to be an integration of all prior agreements between them regarding the services. This Agreement cannot be modified except in a writing signed by both parties.

Customer Loyalty Program

General: The Customer Loyalty Program provides eligible Customers with a discount off the purchase of a new AWE Learning Station or AWE Tablet in return for exchanging, recycling, or repurposing a previously purchased AWE Learning Station or AWE Tablet. AWE requires that certain models be sent back to its return center. Your sales representative will identify models that need to be sent back. AWE will provide free shipping and packaging for return of those specific models. The Customer Loyalty Program is subject to change without prior notice.

Eligibility: Any Customer who has previously purchased an AWE Learning Station or Tablet, and desires to exchange, recycle, or repurpose it, in return for a discount off the purchase of a new AWE Learning Station or Tablet is eligible to participate in the Customer Loyalty Program. Only one credit will be provided per exchanged, recycled, or repurposed computer. Customer acknowledges and agrees that by participating in the Customer Loyalty Program, that it owns the property free and clear of any lien or encumbrance and that it has full power and authority to transfer the ownership of said property. AWE maintains the right to determine whether a previously purchased AWE product must be exchanged or recycled in order to be eligible to participate in the Customer Loyalty Program.

Scheduling and Shipping: Participating customers who are exchanging a previous purchase (not recycling it) will receive shipping instructions and shipping labels as part of their replacement purchase. Customer is responsible for scheduling a shipping (pick-up) date and time no later than five business days after receipt of shipping materials and labels, unless mutually agreed otherwise by Customer and AWE. Equipment will be picked-up from a location accessible by the shipping company at Customer's site. Equipment will be transported to AWE's processing site within 10 business days from the date of the pick-up. Additional time required for shipments from Hawaii, Alaska and Puerto Rico is acceptable.

Packaging: Customer is responsible for packing the equipment using the packing materials received as part of the replacement purchase.

Software/Data Backup: Customer is responsible for the backup of any data Customer needs or wishes to retain and for the removal of any confidential or sensitive data, including data that may be subject to unique rules regarding disclosure, accountability, or disposal. AWE is not responsible for the restoration of any data or software removed from the system by AWE or the Customer. AWE does not accept liability for lost data or software resulting from Customer's backup activities (or failure to backup), any restoration of data or software, or for compliance with special rules that may apply to data on Customer's equipment.

Fees: There is no fee to the Customer for return scheduling and shipping services (within the continental United States) provided that the Customer meets all Terms and Conditions of the Customer Loyalty Program. However, additional fees may apply for cancelled or rescheduled shipments. Customer is responsible for any costs incurred if incorrect products are identified and sent for shipment.

Returns and Exchanges: The Customer Loyalty Program does not offer returns or exchanges. AWE will not be able to return equipment once it has been picked up. A Customer Loyalty Program order may be canceled before an equipment pick-up is performed. Cancellation requests can be made online using the support link on AWE's homepage (www.awelearning.com/support). Customer is responsible for canceling any shipping (pick-up) arrangements with such provider directly.

Not Transferable: These services are not transferable.

No Contaminated Products: The service is not intended for equipment that is or has become contaminated or suspected of being contaminated with chemicals, biological agents or other substances that are not integral to the original new equipment or otherwise associated with normal office environments.

Title and Risk of Loss: AWE will bear no risk of loss or damage to the equipment during shipment to AWE or its processing site(s). Title will be deemed to pass to AWE or its provider upon receipt and possession of the equipment by AWE or its provider.

Claims of Confidentiality of Proprietary Rights: Customer agrees that any information or data disclosed or sent to AWE, over the phone, telephonically, electronically or otherwise, is not confidential or proprietary to Customer.

Commercially Reasonable Limits to Scope of Service: In the course of providing the service, AWE may determine that the issue is beyond the scope of the service. AWE may use commercially reasonable efforts to refer Customer to the appropriate alternative resource.

Warranty: AWE warrants that it will perform the services with commercially reasonable care. AWE makes no other warranty and disclaims all other warranties, whether express or implied, including, but not limited to, any implied warranties of merchantability and fitness for a particular purpose.

Limitation of Liability: AWE will not be liable for lost profits, loss of business, lost data or software resulting from Customer's backup activities (or failure to backup), or other consequential, special, indirect, or punitive damages, even if advised of the possibility of such damages, or for any claim by any third party. Customer agrees that AWE is not liable or responsible for any amount of losses or damages above the aggregate dollar amount paid for the purchase of these services for the specific item or items of equipment which caused the losses or damages.

San Juan County
Budgeting Worksheet
72 Library Fund - 1/1/2021 to __/__/2021
___% of the fiscal year has expired

Item 4.

Change in Net Position

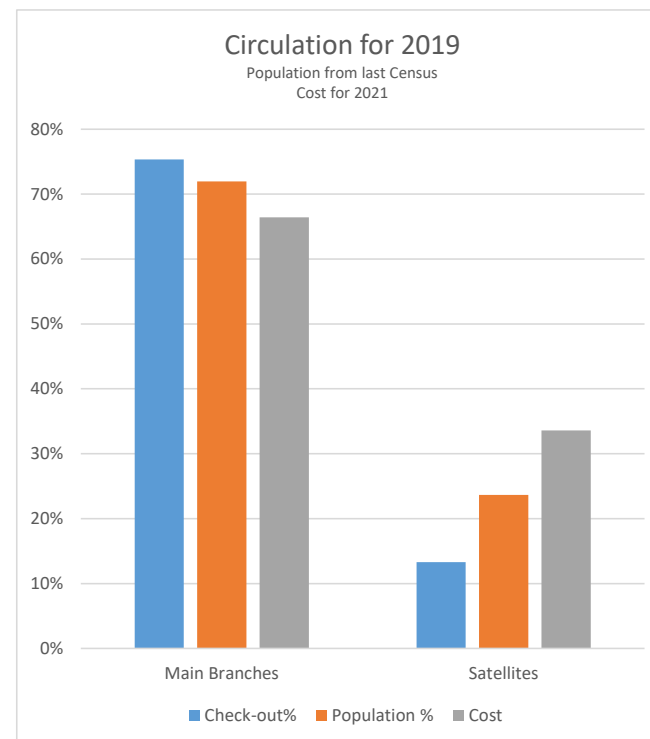
Expenditures:

	2018	2019	2020	2020	2020	2021	2021
	Actual	Actual	Budget	Year to Date	Amended	Budget	Budget Amended
Parks, Recreation and Public Library							
Library Board							
4580230 Travel Expense	297	505	900	131	510	750	750
4580330 Employee Education	-	-	300	-	-	300	300
4580620 Misc Services	1,000	1,300	2,100	1,200	1,450	1,450	1,450
Total Library Board	1,297	1,805	3,300	1,331	1,960	2,500	2,500
San Juan County Library System							
4581110 Salaries And Wages	197,679	195,317	205,317	155,072	195,317	213,855	213,855
4581131 FICA Expense	14,935	14,693	15,707	11,608	14,771	16,359	15,000
4581132 Retirement Benefits	13,406	14,175	13,840	11,123	12,881	12,216	15,000
4581134 Health Insurance	67,200	54,000	54,000	45,000	54,000	54,000	54,000
4581136 Unemployment Benefits	-	-	500	883	500	500	500
4581210 Subscriptions	1,365	1,253	900	867	960	1,120	1,120
4581220 Public Notices	775	564	250	129	250	240	500
4581230 Travel	2,313	811	1,000	287	500	1,500	750
4581240 Office Expenses	7,955	6,267	9,000	3,808	7,000	6,950	7,700
4581241 Postage	3,014	2,817	3,200	1,385	2,100	2,900	300
4581242 Software Maintenance	149	5,519	4,500	3,451	4,500	4,500	4,000
4581250 Computer Maintain/Ink	3,148	3,943	4,000	3,365	4,000	4,000	3,500
4581251 Gas/Oil/Auto	3,183	2,791	2,500	862	1,400	2,400	1,400
4581280 Telephone	9,659	10,070	9,500	8,185	13,100	9,500	6,500
4581330 Education	564	402	500	97	200	675	675
4581480 Collection Development	60,525	59,487	55,000	23,253	28,000	27,911	21,911
4581610 Miscellaneous Supplies	1,609	1,012	700	421	700	700	700
4581620 Special Programs	9,645	9,941	4,000	4,941	6,000	4,785	2,000
4581740 Equipment Purchases	7,095	8,858	2,000	17,617	20,200	1,300	1,300
4581915 Transfers To Other Units	23,040	23,195	25,570	7,650	15,570	22,180	22,180
4581920 Grant Expenses						-	*69000
Total San Juan County Library System	427,259	415,115	411,984	300,004	381,949	387,591	372,891
Total Library	428,556	416,920	415,284	301,335	383,909	390,091	375,391
Total Parks, Recreation and Public Library	428,556	416,920	415,284	301,335	383,909	390,091	375,391
Total Expenditures:	428,556	416,920	415,284	301,335	383,909	390,091	375,391
Total Change in Net Position	428,556	416,920	415,284	301,335	383,909	390,091	375,391

San Juan County
Budgeting Worksheet
72 Library Fund - 1/1/2020 to 10/27/2020
83.33% of the fiscal year has expired

Item 4.

	Base Costs	Additional Costs	
	Main Branches Costs 2021	Bluff Costs 2021	All Satellites Costs 2021
Change in Net Position			
Expenditures:			
Parks, Recreation and Public Library			
Library Board			
4580230 Travel Expense	750	-	-
4580330 Employee Education	300	-	-
4580620 Misc Services	1,450	-	-
Total Library Board	2,500	-	-
San Juan County Library System			
4581110 Salaries And Wages		-	-
4581131 FICA Expense		-	-
4581132 Retirement Benefits		-	-
4581134 Health Insurance		-	-
4581136 Unemployment Benefits	500	-	(4,540)
4581210 Subscriptions	970	30	150
4581220 Public Notices	140	-	100
4581230 Travel	675	550	825
4581240 Office Expenses	4,350	600	2,600
4581241 Postage	2,125	300	775
4581242 Software Maintenance	3,828	224	672
4581250 Computer Maintain/Ink	3,350	350	650
4581251 Gas/Oil/Auto	1,000	-	1,400
4581280 Telephone	3,310	5,190	6,190
4581330 Education	125	25	75
4581480 Collection Development	21,100	2,300	3,400
4581610 Miscellaneous Supplies	550	50	150
4581620 Special Programs	3,925	100	685
4581740 Equipment Purchases	1,500	-	-
4581915 Transfers To Other Units	6,000	-	16,180
Total San Juan County Library System	57,988	9,719	29,312
Total Library	60,488	9,719	29,312
Total Parks, Recreation and Public Library	60,488	9,719	29,312
Total Expenditures:	60,488	9,719	29,312
Total Change in Net Position	60,488	9,719	29,312



Library Director's Report September 7, 2021

Grants/Funding Applied for and Approved by Commissioners

- ARPA (American Rescue Plan Act) Continued Borrowers Support grant. This is a Federal grant in the amount of up to \$2495 to be used to pay for return postage on ILL items. Funds must be expended by 6/30/2022. USL will reimburse the County Library as eligible receipts are turned in.
- ARPA (American Rescue Plan Act) Digital Inclusion grant in the amount of \$24,975. This is a Federal reimbursement grant to purchase 35 hotspot units with 12 months of filtering and unlimited data service. This funding will also purchase a children's touch screen AWE computer for the La Sal Library including a quality children's desk and chair, shelving to house the new hotspot units while waiting to be checked out, and hard cases for each hotspot unit. I decided to apply for this grant instead of the ECF grant due to fewer complications.

Pending Grants and Possible Pending Grants:

- Possible pending grant for Adult Collection Development
- I just received notification of the following grant opportunity and would love to apply for it if I can get all the information together in time as well as figuring out when to fit a project like this in. The Library of Congress has a grant opportunity open until September 13th to "support individuals or non-profit organizations in producing cultural documentation—photographs, interviews, audio or video recordings about their community from the community's perspective. Materials gathered through this program will become part of the Library's permanent collection, while locally-held copies can enhance (or seed) community archives." Grants up to \$50,000 are available and can last up to 12 months.
- In the State Library's April needs survey, many libraries reported food insecurity as a serious issue their community is facing. Working with the Parowan Library and the STEM Action Center, they used ARPA funds to put a hydroponic garden system in their space. The garden comes with a curriculum for the public, especially school aged children, to learn to hydroponically garden and then have access to fresh food. There are also future opportunities to turn this into an entrepreneurship course to sell the produce. Green Our Planet, the vendor, is working on this curriculum with Bank of Nevada. Most likely it would be geared towards teens. They are looking to see if any of the other Utah libraries would want to pilot this program as well. They would pay for the system, but the implementation of the program would need to happen locally.

Several of the branches are interested and invited to attend an informational webinar on September 14th.

- Diverse Adult Book grant opportunity for the purchase of current, high-quality, award winning, or well-reviewed adult books published in the past 5 years (2016 and on) which represent diverse voices and experiences. Grant requirements: Grant recipients are required to purchase any combination of books from the lists provided by Utah State Library or any other titles that are approved by USL. Limit two (2) copies per title per branch. If a library has a title that they would like to purchase that is not on any of the lists, there is a possibility of that as well.

Additionally, titles by publishers of color or publishers focusing specifically on diverse perspectives are eligible. Only adult books are eligible.

Libraries may use any vendor to purchase the books. They may include processing in the total cost if the vendor offers the service. Grant closes September 24th.

OTHER

General Report

Blanding Library

- We have a free piano concert with GatherHearTours scheduled for September 13th at 6:30. Miki is a concert pianist from Boston. She is coming to Utah this fall for a 50-state Gather Hear Tour project, and is happy to do a public piano concert. She is traveling the country state-by-state with a piano, performing in locally beloved community gathering spaces instead of concert halls. The goal is to use classical music to connect with people across state, political, & socioeconomic lines in this time of deep division, and to document American life through this journey.
- Kalyne Pincock, the Blanding Library lead, has accepted a full-time position at a library in Idaho and will be over the Youth Services. She was an excellent lead and had many fun and creative ideas that she was able to implement while employed with San Juan County. We are excited to have as our new lead, Kalvina Hanley who has proven herself to be exceptional as well. She currently oversees our story hour and will continue to do so along with her new responsibilities. We have also hired 2 part-time employees, 1 permanent and 1 temporary. Our new permanent hire is Launa Armstrong who will start on September 13th. Our temporary new hire is Kaitlynne Perkins who started September 3rd and is catching on quick and said how much she loves it here already. Beginning in October, Holly Fellmouth will be working at the Monticello branch on Monday's and Tuesday's to help fill the gaps there. She will also be working in Blanding on Thursday's and Friday's.

- We will begin a Teen Board/Activity night starting in September. This will be headed up by Kalvina Hanley on a Thursday night once a month. Kalvina is also looking into having a family night or afternoon activity once a month as well with our first activity focused on Hispanic Heritage. More details pending.

Bluff and Montezuma Libraries

- Thanks to Tim Schulte, the Montezuma Creek and Bluff branches received a very generous donation of popular and well preserved DVD's to add to their collections. They have also received a number of book donations that Maidee has been busy going through these book donations and cataloging and then putting the rest out for the public to have for free. Any DVD donations that she doesn't use will be disbursed to other library branches. She gave out over 24 book/activity kits and the rest were distributed during the Montezuma Creek Teddy Bear Clinic which was a smashing success. There were over 300 children that received kits, a single book (we ran out of the kits toward the end), and/or a treat along with the library schedule. I would definitely take another staff member to help next time as it was incredibly busy with long hours standing in the sun in spite of the coverage provided by UNHS. We were going to have Maidee come help but the library in Montezuma Creek was so busy we didn't want to shut it down.

La Sal Library

- Mariah Robertson has jumped right in as the new La Sal Librarian and is doing an outstanding job. She has had a family emergency that required some help with coverage and will need to have additional coverage in the near future for same situation that has become more serious. Please see her report for additional library report and information.

Monticello Library

*See Mikaela's report



August 2021 Summary

La Sal Branch Library

Week of 8/9

- Google business page has been verified. The hours, location, and phone number have been corrected and updated on Google.
- One Google review seemed to be a prank. So, I reported it and it was removed.
- The Facebook page now has myself as the administrator. La Sal lib personal page is now disassociated with the business page. La Sal Lib needs deleting.
- Facebook page is also updated with the correct contact information.
- ILL book from July's Book Club have been returned via mail.
- Confirmed that the two laptops work and one is set out on the rolling desk each day we are open.
- Book club was successful with 7 adults including myself.
- Finished cataloging purchases from July
- Scheduled book club and sent a request to Book Buzz for 10 copies of Eat, Pray, Love
- Posted the event for the book club to FB, invited current attendees, and shared to multiple FB pages.

Week of 8/16

- Deleted La Sal Lib FB page/profile. We have 30 days to reactivate it if we change our mind.
- Put YA collection in correct order and dusted the shelving.
- Made and hung updated (contact info added) library hours signs at Community Center, PO, and Store.
- Weeded DVDs, arranged the readers

Week of 8/23

- Mariah was out for family emergency for the week.
- Nicole fill in on 8/23 and library was closed on Tuesday and Thursday

Week of 8/30

- Shelved books, integrated labeled grant books into their sections
- Posted on FB that book club book is available
- Contacted Utah Food Bank to update our information with them. Next deliver to the La Sal library will be in October and Erin will send the necessary paperwork via email.
- Purchased collection development books
- Weeded some of the abridged kids story books that had broken bindings
- Learned how to process the ILL books in Destiny!

Patron Visits

Blanding = 3096
Monticello = 1623
Satellites:
Bluff = 95
La Sal = 41
MCreek = 182
MV & NM = **CLOSED**
TOTAL = 5037

Checkouts

Blanding = 2767
Monticello = 2082
Satellites:
Bluff, La Sal, MCreek = 569
MV & NM = **CLOSED**
TOTAL = 5418

Online Circulations

Overdrive = 1187

Website Visits

TOTALS 308 = site sessions
215 = unique visitors

Computer Checkouts

Blanding = 310
Monticello = 204
Satellites:
Bluff = 15
La Sal = 3
MCreek = 86
MV & NM = **CLOSED**
TOTAL = 618

Food Bank Meals Served

Blanding = 126
Monticello = 310
La Sal = 4
TOTAL = 440

Wireless Usage (Ubiquiti)

Blanding = 241
Monticello = 213
Satellites:
Bluff = 186
La Sal = 78
MCreek = 111
TOTAL = 826

Hotspot checkouts

Blanding = 7
Monticello = 3 (2-MiFi/1-CBRS)
Satellites:
Bluff, La Sal, MCreek = 22
TOTAL = 32

Money Collected*

Blanding = 267.17/Book Sale – 21.99
Monticello = 447.65 /Book Sale – 198.50
Satellites:
Bluff = 11.80/Book Sale - 0
La Sal = 0/Book Sale – 0
MCreek = 66.30/Book Sale – 34.00
TOTAL = \$792.92

Reference Questions

Blanding = 313
Monticello = 249
Satellites:
Bluff = 3
La Sal = 6
MCreek = 7
TOTAL = 578

Story Hour

Blanding: kids= 108 / adults= 48
Average kids per story hour (8 events) = 13.5
Monticello: kids = 45/adults = 18
Average kids per story hour (4 events) = 11
La Sal: kids = 3/ adults = 2
Average kids per story hour (1 events) = 3
TOTAL = 156 kids

Other Activities:

Water Day - Blanding

31 attendees with 1 event

Book Club - La Sal

6 adults with 1 event

Craft Club - Monticello

kids = 13/ adults = 4 Total = 17
events = 2

**Borrowers grant covers postage until June 30, 2022*

Gather Hear Tour

a concert by pianist Miki Sawada

SEP 13, 2021 • MON 6:30PM
BLANDING LIBRARY

FREE EVENT (donations welcome)

Miki is on a mission to travel the 50 states with a UHaul and piano to perform classical music in community gathering spaces, creating connections across socioeconomic and political boundaries.

www.gatherhear.com  @gather_hear_tour  @GatherHearTour



Patron Visits

Blanding = 3140
Monticello = 2106
Satellites:
Bluff = 93
La Sal = 50
MCreek = 142
MV & NM = **CLOSED**
TOTAL = 5531

Checkouts

Blanding = 2506
Monticello = 2013
Satellites:
Bluff, La Sal, MCreek = 502
MV & NM = **CLOSED**
TOTAL = 5021

Online Circulations

Overdrive = 1108

Website Visits

TOTALS 254= site sessions
194 = unique visitors

Computer Checkouts

Blanding = 184
Monticello = 155
Satellites:
Bluff = 19
La Sal = 1
MCreek = 44
MV & NM = **CLOSED**
TOTAL = 403

Food Bank Meals Served

Blanding = 241
Monticello = 525
La Sal = 8
TOTAL = 774

Wireless Usage (Ubiquiti)

Blanding = 280
Monticello = 239
Satellites:
Bluff = 166
La Sal = 110
MCreek = 119
TOTAL = 914

Hotspot checkouts

Blanding = 12
Monticello = 6 (4-MiFi/2- CBRs)
Satellites:
Bluff, La Sal, MCreek = 11
TOTAL = 29

Money Collected*

Blanding = 271.26/Book Sale – 57.08
Monticello = 494.85 /Book Sale –158.00
Satellites:
Bluff = 4.10/Book Sale - 0
La Sal = 23.00 /Book Sale –18.00
MCreek = 15.81/Book Sale – 3.01
TOTAL = 809.02/Book Sale – 236.09

Reference Questions

Blanding = 365
Monticello = 320
Satellites:
Bluff = 2
La Sal = 11
MCreek = 5
TOTAL = 703

Story Hour

Blanding: kids= 157/adults= 56
Average kids per story hour (8 events) = 19.625
Monticello: kids = 37 /adults = 15
Average kids per story hour (4 events) = 9
La Sal: kids = 3/ adults = 2
Average kids per story hour (1 events) = 3
TOTAL = 197 kids

Other Activities:

Virtual Events – Scales and Tails

Blanding – 226 views/ 1 event
Monticello – 85 views/ 1 event
TOTAL = 311 views/ 2 events

Summer Reading Events Attendance

Blanding – 276 with 5 events
Monticello – 161 with 5 events
La Sal – 8 with 1 event
TOTAL = 445 attendance with 11 events

Teen Event Attendance

Blanding – 27 with 4 events
Spy Hop – 22 teens each day for 5 days

Summer Sign-Ups = 250 (25 Teens and 225 ages 0-11)

Book Club - La Sal

4 adults with 1 event

**Borrowers grant covers postage until June 30, 2022*

LEASE AGREEMENT

This LEASE AGREEMENT (this "Lease" or "Lease Agreement") is made and entered into as of June 1, 2021 (the "Effective Date"), by and between the La Sal Recreation Special Service District, a Utah Special Service District (hereinafter referred to as "Lessor"), and San Juan County, a political subdivision of the State of Utah (hereinafter collectively referred to as "Lessee"). Lessor and Lessee may be referred to collectively as the "Parties" herein.

WITNESSETH:

WHEREAS, Lessee operates the La Sal Community Center Library within the South Storage Room; and

WHEREAS, Lessor, is the owner of real property located within La Sal which is a mixed-use facility comprised of the Recreation Center, Community Center Kitchen and Library; and

WHEREAS, Lessor has been and desires to continue to lease a portion of real property (the "Leased Premises," as defined in Section 1 below) to the Lessee for the purpose of operating the San Juan County La Sal Library; and

WHEREAS, the La Sal Recreation Special Service District executed a previous lease on October 29, 2020 for the Leased Premises; and

WHEREAS, the previous lease expired requiring a new lease to be executed in the name of the Lessor;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained hereafter, the Parties hereto agree as follows:

Section 1. Description and Use of the Leased Premises

Lessor hereby leases the South Storage Room comprising of the real property and premises: including parking areas located at 848 Hwy 46, La Sal, Utah. Access to the Kitchen as an employee break facility, two kitchen cupboards, and access to the public restrooms (collectively, the "Leased Premises").

Section 2. Term

The term of this Lease shall be for five (5) years from the Effective Date and shall continue thereafter on a month-to-month basis as needed, with an option to extend the lease for an additional (5) years upon the mutual agreement by both parties through an amendment to the original executed lease agreement. Notwithstanding anything to the contrary herein, the term of this Lease shall terminate 5 years after the Effective Date unless renewed for an additional period of time.

Section 3. Rent

As of the effective Date, the rent that Lessee is obligated to pay Lessor under this Lease shall be \$100.00 (One Hundred Dollars and No/100) a month, payable in advance of each month on the first day of each month. Rent is based on a two-three day per week utilization rate.

Section 4. Warranties of Title and Covenant of Quiet Possession and Enjoyment

Lessor Covenants and agrees with Lessee that Lessee shall and may peaceably and quietly have, hold, and enjoy the Leased Premises during the term hereof. Lessor warrants that the Special Service District's Board is responsible for the care, management and operations of the Leased Premises and has full right to make this Lease. Lessor Covenants and agrees with Lessee that Lessee shall and may peaceably and quietly have, hold, and enjoy the Leased Premises during the term hereof.

Section 5. San Juan County Use Only

During the term of this Lease Agreement, Lessee shall use the Leased Premises as a public building and for the uses consistent with a San Juan County facility building comprised of a Library. Lessee shall not use the building for any other purposes without the express prior written consent of the Lessor.

Section 6. Lessor's Personal Property and Fixtures

All personal property and fixtures placed in or upon the Leased Premises by Lessee shall not become part of the Leased Premises. Lessee shall be privileged to remove the same at the termination or expiration of the Lease Agreement.

Section 7. Repair and Maintenance

Lessor's Responsibility: Lessor shall, at its sole cost and expense, perform all maintenance and make all repairs necessary to maintain the Leased Premises in a condition that is the same or better than the condition of the Leased Premises as of the Effective Date. Said items shall include, but are not limited to, roof, structure, building envelope, provide grounds and parking lot maintenance, including adequate parking lot lighting, plumbing, air conditioning, heating, ventilation, electrical systems, windows, floors, including carpeting, and all other items which constitute a part of the Leased Premises. Lessor shall also ensure that heating and air conditioning equipment is capable of maintaining adequate working temperatures. Lessor agrees to make timely repairs and have adequate and timely maintenance procedures. Lessor will keep the walks passable and walkable during operating hours.

Lessee's Responsibility: Lessee shall maintain and be responsible for all Library equipment and ancillary systems within the leased space. Lessee shall maintain interior paint and flooring. Lessee shall be responsible for the telecommunications lines, internet equipment or equipment installed by Lessee. Lessee shall repair or replace any damage to the Leased Premises to the extent caused by the negligence of Lessee, its agents, employees, invitees or customers. Lessee shall provide the janitorial services for the Leased Premises for the term of this Lease.

Alterations of Leased Premises by Lessee: Lessee has the right to make alterations to the interior of the Leased Premises to accommodate systems furniture, computer and communications systems, and other related personal property and fixtures. In making said alterations, Lessee shall ensure that any alterations shall comply with local building codes and life safety requirements. During the term of the Lease Agreement, if in the judgment of Lessee, it becomes necessary to provide additional services to accommodate San Juan County, Lessor grants Lessee the necessary right or license to install such services to the Leased Premises. Such services, if installed, shall be installed and paid for by the Lessee. Lessee shall make no other alterations in the Leased Premises, except as provided herein, without the prior written consent of Lessor, which consent shall not be unreasonably withheld.

Alterations of Leased Premises by Lessor: Lessor may make repairs, alterations, or improvements for the preservation, safety, or improvement of the Building or Leased Premises, provided that Lessor shall coordinate said work with Lessee so as not to disrupt Lessee's use of the Leased Premises and that such repairs or alterations do not increase the costs of operating and maintaining or lessen the ability of the Lessee to use the Leased Premises for County use.

Section 8. Taxes

Lessor shall pay all real property taxes, personal property taxes, and all other taxes assessed against the Leased Premises if applicable.

Section 9. Condemnation

If all the Building or Leased Premises is taken or condemned, the Lease Agreement shall terminate effective as of the date of taking. If a portion of the Building or Leased Premises is taken or condemned and the remainder is, in either party's opinion, not economically or functionally usable, then the determining party shall notify the other of the termination of the Lease effective as of the date of taking. Any prepaid rent shall be immediately refunded to the Lessee.

Section 10. Right of Entry

The Parties acknowledge, understand, and agree that Lessor and any of its authorized agents may enter into and upon the Leased Premises with prior notice and approval by Lessee, for the purpose of inspecting the same, of posting notices of non-responsibility for alterations, additions or repairs, or for any other reasonable purpose, which approval shall not be unreasonably withheld.

Section 11. Assignment and Subletting

Notwithstanding anything herein to the contrary, Lessee may not assign or sublet this Lease.

Section 12. Notices

All notices, demands or other writings under this Lease shall be in writing and shall be deemed delivered on the date of personal delivery or three days after it is deposited in the United States mail with postage prepaid and addressed as follows:

To Lessor:
San Juan County
Attn: San Juan County Library Director
117 South Main Street, PO Box 9
Monticello, Utah 84535

To Lessee:
La Sal Recreation Special Service District
PO Box 102
La Sal, Utah 84530

Section 13. Utilities

The Parties acknowledge, understand, and agree that Lessor shall be solely responsible for all utility costs associated with the Leased Premises Lessee shall pay all costs associated with internet and telephone services to the leased space.

Section 14. No Liens

Lessee shall keep the Leased Premises and every part thereof and all other improvements at any time located thereon free and clear of any and all mechanics, materialmen, and other liens for or arising out of or in connection with the work or labor done, services performed or materials or equipment used or furnished on the Leased Premises.

Section 15. Remedies Cumulative

All rights and/or remedies herein conferred on Lessor shall be deemed cumulative, and no one shall be exclusive of the other or of any other remedy inferred by law or equity.

Section 16. Default

In the event either party defaults in the terms or conditions of this Lease Agreement, the non-defaulting party must give written notice of the default to the defaulting party. Failure of the defaulting party to cure the default within fifteen (15) days from receipt of the written notice will allow the non-defaulting party to terminate this Lease Agreement.

Section 17. Insurance

Lessor agrees to keep the Leased Premises fully insured and to protect the same from damages or loss by all ordinarily insurable perils under an "all risk" insurance policy during the term of this Lease Agreement.

Lessee agrees to provide coverage for any personal property that it may place on and/or within the Leased Premises and for liabilities that may arise from Lessee's acts and/or the acts of Lessee's employees and agents arising out of or in connection with Lessee's use of the Leased Premises.

Section 18. Lessee's Option to Terminate

Lessee shall have the right, by written notice to Lessor given at least one month in advance, to terminate this Lease and surrender its lease hold interest to Lessor. Termination shall be effective on the date specified in Lessee's notice. On and as of the effective date of the termination, Lessee shall be relieved from all further liability for rental or otherwise hereunder and shall deliver possession of the Leased Premises to Lessor in accordance with the provisions of this Lease.

Section 19. Disposition of Improvements on Termination of Lease

On termination of this Lease for any cause, Lessor shall become the owner of any improvements remaining on the Leased Premises following the removal of those improvements required or permitted to be removed by Lessee pursuant to the terms of this Lease.

Section 20. Parties Bound

The covenants and conditions herein contained shall apply to and bind the heirs, successors, executors, administrators, and assigns of all of the parties hereto, and all the parties hereto shall be jointly and severally liable for performance of their respective duties and obligations as described in this Lease.

Section 21. Time of the Essence

Time is of the essence of this Lease and of each and every covenant, term, condition and provision of this Lease.

Section 22. Survival of Terms, Provision, Promises, or Otherwise of This Lease after Termination

Termination of this Lease shall not extinguish or prejudice either Party's right to enforce this Lease with respect to any uncured breach or default of or under this Lease.

Section 23. Waivers or Modification

No waiver or failure to enforce one or more parts or provisions of this Lease shall be construed as a continuing waiver of any part or provision of this Lease, which shall preclude the Parties from receiving the full bargained for benefit under the terms and provisions of this Lease. A waiver or modification of any of the provisions of this Lease or of any breach thereof shall not constitute a waiver or modification of any other provision or breach, whether or not similar, and any such waiver or modification shall not constitute a continuing waiver. The rights of and available to each of the Parties under this Lease cannot be waived or released verbally, and may be waived or released only by an instrument in writing, signed by the party whose rights will be diminished or adversely affected by the waiver.

Section 24. Binding Effect; Entire Lease; Amendment

This Lease is binding upon and shall inure to the benefit of the Parties and their respective heirs, successors, assigns, officers, directors, employees, agents, representatives, subrogees and to all persons or entities claiming by, through or under them. This Lease, including all attachments, if any, constitutes and/or represents the entire agreement and understanding between the Parties with respect to the subject matter herein. There are no other written or oral agreements, understandings, or promises between the Parties that are not set forth herein. Unless otherwise set forth herein, this Lease supersedes and cancels all prior agreements, negotiations, and understandings between the Parties, whether written or oral which are void, nullified and of no legal effect if they are not recited or addressed in this Lease. Neither this Lease nor any provisions hereof may be supplemented, amended, modified, changed, discharged, or terminated verbally. Rather, this Lease and all provisions hereof may only be supplemented, amended, modified, changed, discharged, or terminated by an instrument in writing, signed by the Parties.

Section 25. Severability

If any part or provision of this Lease is found to be prohibited or unenforceable in any jurisdiction, such part or provision of this Lease shall, as to such jurisdiction only, be inoperative, null and void to the extent of such prohibition or unenforceability without invalidating the remaining parts or provisions hereof, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render inoperative, null or void

such part or provision in any other jurisdiction. Those parts or provisions of this Lease, which are not prohibited or unenforceable, shall remain in full force and effect.

Section 26. Authorization

The persons executing this Lease Agreement on behalf of a Party hereby represent and warrant that they are duly authorized and empowered to execute the same, that they have carefully read this Lease Agreement, and that this Lease Agreement represents a binding and enforceable obligation of such Party.

Section 27. Authority; Counterparts; Electronic Signatures

The Parties signing this Lease represent that they have been duly authorized by their respective principals and by all necessary corporate and public action to enter into and execute this Lease. This Lease may be executed in any number of counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument. For purposes hereof, facsimile and/or e-mail signatures hereon shall be treated the same as, and accorded the same legal significance as original signatures hereon.

In Witness Whereof, the Parties have executed this Lease to be effective on the day and year first above written.

Each party is signing this contract on the date below the party's signature.

<p>LESSOR</p> <p>By: <u><i>Willie Grayeyes</i></u> Willie Grayeyes, Chair San Juan County Board of County Commissioners</p> <p>Date: <u>August 17, 2021</u></p> <p>ATTEST:</p> <p><u>John David Nielson Lyman Duncan</u> San Juan County Clerk/Auditor</p> <p>Date: <u><i>Lyman Duncan</i> 8-17-2021</u></p>	<p>LESSEE</p> <p>By: <u><i>Maxine Deeter</i></u></p> <p>Print Name: <u>Maxine Deeter</u></p> <p>Title: <u>Rec Board Chair</u></p> <p>Date: <u>August 7, 2021</u></p>
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