



## **LIBRARY BOARD MEETING - SEPTEMBER 28, 2023**

Virtual Meeting: [meet.google.com/uyv-xxza-rje](https://meet.google.com/uyv-xxza-rje) or 1-650-667-3669 PIN: 214 219 929#  
September 28, 2023 at 5:30 PM

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### **AGENDA**

#### **CALL TO ORDER**

#### **ROLL CALL**

1. Roll Call Presented by Chairperson Chamberlain

#### **APPROVAL OF MINUTES**

2. Library Board Meeting - August 17, 2023 Minutes for Approval by Chamberlain

#### **PUBLIC COMMENT**

#### **BUSINESS/ACTION**

3. Library Board Letter of Interest from Shanon Brooks by Chamberlain
4. Library Board Letter of Interest from Barry Woolley by Chamberlain
5. Ratify the Library Board Bylaw Resolution and Mack McDonald Discussion
6. San Juan County Library Survey (In Preparation for the Strategic Plan Review) by Chamberlain
7. Poet Laureate Update by Green
8. Upcoming Board Changes by Chamberlain

#### **LIBRARY DIRECTOR REPORT**

9. Library Director / Blanding Report Librarian Presented by Perkins
10. Statistics by Perkins
11. Financial Reports for the Library System by Perkins
12. Budget Preview Presented by Perkins

#### **ASSISTANT DIRECTOR REPORT**

[13.](#) Assistant Director / Monticello Librarian Report Presented by Ramsay

[14.](#) Newspaper Article Development by Ramsay

## **LIBRARY CHAIR REPORT**

### **ADJOURN**

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



## ROLL CALL

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**ITEM TITLE:** Roll Call Presented by Chairperson

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Library Board Chairperson Ramona Chamberlain

**Trustees**

Heather Lynn  
Kelly Mike Green  
Lucille Cody  
Marjorie Haun-Storland  
Marlene Huckabay  
Zak Podmore

**Trustee Letter of Interest Guests**

Shannon Brooks  
Barry Woolley  
Loree Woolley

Commissioner Silvia Stubbs  
Library Director Nicole Perkins  
Assistant Library Director Mikaela Ramsay  
Chief Administrative Officer Mack McDonald



**LIBRARY BOARD MEETING - AUGUST 17, 2023**  
Virtual Meeting at <https://meet.google.com/pqq-fgpb-evt?authuser=0>  
August 17, 2023 at 5:30 PM

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**MINUTES**

**CALL TO ORDER**

Call to order 5:31 PM

**Present:**

**Ramona Chamberlain—Library Board Chair**  
**Zak Podmore**  
**Marjorie Haun-Storland**  
**Marlene Huckabay**  
**Kelly Mike Green**  
**Heather Lynn**  
**Nicole Perkins—Library Director**  
**Mikaela Ramsay—Asst. Library Director**  
**Mack McDonald—County Administrator**  
**Silvia Stubbs—County Commissioner**

**Not in Attendance:**

**Tim Schulte (resigned)**  
**Lucille Cody**

**ROLL CALL**

**APPROVAL OF MINUTES**

1. Library Board Meeting - June 8, 2023 Minutes for Approval
  - Marlene Huckabay made motion to approve minutes
  - Zak Podmore seconded
  - Minutes from July 8, 2023 meeting approved unanimously

**PUBLIC COMMENT**

**Board discussion about placing notices in public spaces and publications about Library events and volunteer opportunities**

**BUSINESS/ACTION**

2. Library Board Letter of Interest - Dr. Shannon Brooks

- Item tabled until next meeting
3. Borrower Support Grant (ILL) for Approval
  4. Vote to ratify approval of (ILL) Grant
    - Podmore made motion to approve support for grant
    - Kelly Mike Green seconds
    - Unanimous approval of (ILL) Grant motion
  5. Strategic Plan Review in Preparation for Survey
    - Chairman Chamberlain presented goals and explained each.
    - Discussion of goals as explained in Strategic Plan
  6. San Juan County Library Survey
    - Discussion of changes and additions to items in survey including: possible tax increase; community use of library services; donations; possible endowments, etc.
    - Consideration of delaying vote to approve Library Survey until October, 2023 when verbiage of items of discussion are refined and tax rate is known

### **LIBRARY DIRECTOR REPORT**

7. Director's Report Presented by Nicole Perkins, Library Director / Blanding Librarian
  - Discussion of new materials purchases; ways to gauge patron wait times
8. Statistics - May to July 2023
  - Presentation of library events statistics and general patronage
9. Financial Reports for Library System
  - Discussion of volunteer background checks and reimbursement
  - Presentation of PR efforts for October 14 Annular Eclipse events
  - Use of library spaces for community organizations
  - Interviews for and hiring of new staff members to fill 2 vacant positions

### **LIBRARY ASSISTANT DIRECTOR REPORT**

10. Presented by Mikaela Ramsay, Assistant Library Director / Monticello Librarian
  - Discussion of community outreach in La Sal including; booth at La Sal Country Market; co-hosting a game night for the La Sal Community Teen Night in October
  - Installation of memorial sculpture on grounds of Monticello branch

### **LIBRARY CHAIR REPORT**

11. Presented by Ramona Chamberlain, Library Board Chair
  - Changes and clarifications in bylaws governing library board entities
  - Board will prepare to ratify bylaws in October
  - Ramona's term will be up in October; interim chair needed until January of 2024
  - Next meeting scheduled for September 28
  - October meeting will focus on budget

**ADJOURN**

- Marlene Huckaby makes motion to adjourn, Podmore seconds, meeting adjourned

\*\*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: \_\_\_\_\_

Pres

July 11, 2023

**Dr. Shanon Brooks**

I am the president of Monticello College, a unique school that combines georgics, the liberal arts, manual arts, and entrepreneurship with the goal of debt-free, mortgage-free, self-reliant graduates. I have written two books, *AMERICAN: Killing the American Dream* and *A Thomas Jefferson Education for Teens*. I will be happy to donate a copy of each for all county libraries. I am a veteran of military service in the United States Submarine Fleet and I hold a Bachelor's degree in business administration, a Master's degree in education, and a Ph.D. in constitutional law.

My interest in serving on the San Juan County Library Board harkens back to a love of education and a desire to impact the next generations for good through a study of good books and vigorous discussion. I feel paternal when it comes to ensuring that the books we provide for the county's citizens are volumes that promote the best of American culture.

## Letter of Interest in Serving as a San Juan County, Utah, Library Board Member

**To:** Nicole Perkins, Library Board Director; Ramona Chamberlain, Library Board Chairman; and Mack McDonald, San Juan County Administrator

**From:** Barry Lee Woolley, San Juan County, Utah, resident. My contact information being: e-mail at [blwoolley@hotmail.com](mailto:blwoolley@hotmail.com), with my telephone number being (435) 678-7865. Today's date is September 26, 2023.

- **Some Pertinent Facts:** Over the last fifty years my wife and I have averaged slightly more than one visit per week to libraries across the continent. Of primary interest for recent events, this includes visits to what is now called the City University of New York Library. The libraries have been corporate and government, college and university, foundation, private, and public ones. Our interests encompass both research and general information (and internet use). Attention has been focused at times on child education at all levels for all topics; books purchased have also been from parochial and internet sources. We own and continually use a Nook. We were early users of Worldcat and have been constant users of the Interlibrary Loan services.
- **Educational Background:** I have degrees or advanced degrees from the University of California and the California Institute of Technology. I was the top person in my class at Colorado School of Mines having, among others, scholarships from the Society of Explorational Geophysicists Foundation. Lifelong learning has been pursued in mathematics, geology and geophysics, oceanography, archeology, and history.
- **Possibly Relevant Work Experience:** I have worked at various United States Naval laboratories on both the Pacific and Atlantic coasts, at an aerospace company in California, and at a very small think tank called Marine Acoustics, Incorporated. Approximately half my work experience has been for the United States government; the other half has been with private companies and on my own. I have worked both as an engineer and as a physicist, predominately on research projects, but also on applied and system engineering ones.
- **Partial List of Accomplishments:** I pioneered a mathematical method (involving the theory of equations and physical phase diagrams) for developing differential equations. This introduced method allowed me to create five or six different equations for the structural motion of plates (or aesthenospheres), doubling and tripling the number of modes that can be accurately modeled for both flexural and compressional waves in them. I was the lead researcher or modeler for the world's first effort to mathematically simulate the interaction of weapons (*viz.*, torpedoes and submarines). I solely developed an active classification scheme for detecting submarines in all environments, including background-noise-dominated ones. I proposed and mathematically worked out a Duffing equation explanation for climate and other earth-related behavior. I directed and helped in the modeling of Paleozoic Lycopods, and the understanding of the fossil fish assemblages of the Green River Formation, *etc.* As my father often said, "All that and ten cents [not inflation adjusted] will buy you a cup of coffee."



**SAN JUAN COUNTY UTAH  
RESOLUTION NO 2023- \_\_\_\_**

**A RESOLUTION UPDATING THE SAN JUAN COUNTY LIBRARY SYSTEM BOARD OF DIRECTOR  
BYLAWS**

**WHEREAS**, on August 11, 2003, the Board of San Juan County Commissioners adopted Ordinance 2003-01 Establishing the San Juan County Library Board of Directors which ordinance grants certain responsibilities to the San Juan County Library Board of Directors and established certain policies and procedures; and

**WHEREAS**, with periodic changes in Utah Code and the changes to include requirements for Board of Directors and representative areas needed to be adjusted and included in an update; and

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Board of San Juan County Commissioners **PASSED, ADOPTED, AND APPROVED** this Resolution adopting the bylaws as follows:

**ARTICLE I**

**Name**

The name of this organization shall be referred to as the San Juan County Library Board of Directors (“Board”). Authorized by Utah Code Annotated § 9-7-502 allowing Counties to exercise the powers and authority and assuming the responsibilities delegated to it under said Statute to establish a Library Board of Directors. Whereas, the Board of Directors exists also by virtue of the provisions of County Ordinance 2003-01 adopted on August 11, 2003 by the Board of San Juan County Commissioners which ordinance grants certain responsibilities to the San Juan County Library Board of Directors and established certain policies and procedures for the exercise thereof.

**ARTICLE II**

**Library Board of Directors**

The Board shall consist of not less than five (5) and not more than nine (9) voting members (“Directors”) chosen from residents of San Juan County and based upon their fitness for the office.

- At least one (1) representative from Monticello
- At least one (1) representative from Blanding,
- One (1) representative from the Board of County Commissioners (“County Executive
- Up to six (6) representatives shall be from any community within San Juan County.

All Board Members shall be registered voters of Utah and can be appointed/removed for misconduct or neglect of duty, by the County Executive with the advice and consent of the Board of County Commissioners. No employee of the Library is eligible to serve as a Board of

Director. Neglect of duty shall also include lack of attendance at Board Meetings and being absent for three consecutive meetings a year.

**ARTICLE III**  
**Term of Service**

Board Members shall be appointed to serve for four (4) year terms (beginning on the date of appointment) or until their successors are appointed and shall not serve more than two (2) consecutive full terms. Terms of the Board of Directors shall be staggered so that approximately one-quarter of the Board is appointed each year. Vacancies created by resignation, death, removal, or otherwise shall be filled for the duration of the unexpired term in the same manner as the original appointment. Each Director may serve without compensation, but the actual and necessary expenses incurred in the performance of the Board of Directors official duties may be paid from library funds.

**ARTICLE IV**  
**Officers**

The Board shall elect a Chair, Vice-Chair, and Secretary annually in January from among the appointed voting Board of Directors after nominations are made by voting members.

The County Treasurer shall have legal custody of all library fees/fines and other funds collected or received by the library and taxes and fees collected by the County and shall act as Treasurer of such funds but shall not be a member of the Board.

Officers shall serve a term of one (1) year from the meeting at which they were elected. There are no limits to the number of times a member may serve in a particular office. The Chair shall preside at all meetings of the Board, authorize calls and issue notice for any special meetings (giving 24 hours prior notice to public/Board Members), appoint all committees - serve as an ex-officio voting member of all committees, appoint ad hoc committees for the study and/or investigation of library matters, execute all documents authorized by the Board, arrange an officer (i.e. Secretary) to take minutes and maintain official records of Board actions, and generally perform all duties associated with that office. The Vice-Chair, in the event of the absence, resignation, or disability of the Chair shall assume and perform the duties and functions of the Chair. The Secretary shall keep a true and accurate record of all meetings of the Board. Records of all Board meetings shall be kept, managed, classified, and disclosed as required by County ordinance and State law, including, but not limited to the Government Records Access and Management Act. The Secretary shall provide meeting minutes to each Director prior to subsequent meeting. In the absence of the Secretary, a Board member shall be appointed to fill the Secretary's post. All other Board members shall perform such other duties as assigned by the Chair.

**ARTICLE V**  
**Meetings**

The Board shall schedule regular meetings as it deems necessary and appropriate to conduct its business, shall have no fewer than four (4) regular meetings during a calendar year (i.e. January, March, May, July, September, and October). The meeting dates, time, and location shall be set by the Board annually and the public given notice in January. No meeting shall be scheduled in December. Meetings shall comply with all the requirements of State law including, but not limited to, the Utah Open and Public Meetings Act (§ 52-4-201). Electronic notice/agenda of each meeting shall be given to each voting member not less than two days prior to the meeting, any person wishing to include an item on the agenda must do so before this time by contacting the Chair. Board Members shall attend Board meetings unless duly excused. Any Board Members desiring to be excused shall notify Board and/or Library Director prior to the meeting that will be missed. The Chair shall recommend the replacement of any Board Member with consecutive unexcused absences. No member of the Board shall be permitted to vote on any action unless the member shall be present in person, via telephone/computer video connection when the vote is taken and when the result is announced. No member shall grant a proxy vote to any other member. The order of business for meetings shall include, but not be limited to, the following items:

1. Call to Order and Roll Call
2. Approval of Minutes from prior meeting
3. Public Comment
4. Old/New Business requiring discussion/action
5. Library Director/Librarians Report
6. Library Chair Report
7. Other Business
8. Agenda items for next meeting
9. Adjourn

A quorum for the transaction of any business action at any meeting shall consist of a majority of the Board of Directors present in person, via telephone/computer video connection. An affirmative vote of a majority of the members present shall be necessary to approve any action before the Board. The Chair may vote upon and may move or second a proposal before the Board. Conduct of meetings will utilize a similar parliamentary procedure as the Robert’s Rules of Order, latest edition, as a guideline for procedural matters.

**ARTICLE VI**  
**Duties and Responsibilities**

Subject to compliance with federal laws, State laws, and County ordinances and policies the Board is hereby granted responsibility for the expenditure of library funds, establishing and revising policies in cooperation with the Library Director for the use, operation, maintenance and care of the library/facilities/equipment/staff and other such resources. The Board shall establish policies for the enforcement of library rules and applicable laws and ordinances and for the selection, acquisition, cataloging, maintenance, and use of the library collections and information resources and submit those policies to the County Attorney for review for compliance with State and Federal law. Recommend to the County Executive a competent person for appointment with those duties specified in a job description approved by the Board and the County Executive, make an annual report to the County Executive and the Board of County Commissioners on the

condition and operation of the Library, including a financial statement. Submit an annual report to State Library Board. Furnish to the County Executive, in writing, and prior to the time required by law to levy County taxes, an estimate of the amount of moneys necessary to establish, equip, and maintain the Library, and to provide Library services during the next ensuing fiscal year and to certify the amount. Perform such other duties related to the Library as established in the official job description or as may be assigned by the County Executive.

**ARTICLE VII**  
**Library Director/Library Personnel**  
**Duties and Responsibilities**

The County Library Director/Librarian shall serve as the Executive Administrative Officer and Department Head for the San Juan County Board of Directors as a Department of San Juan County in accordance with and subject to the requirements of County ordinances, policies, and procedures. Perform such other duties related to the Library as established in the official job description or as may be assigned by the County Executive. Any Library Director/Library Personnel shall be an employee of the County, subject to the personnel policies, procedures, merit system, and compensation plans approved by the County Executive and the Board of County Commissioners. The Board shall recommend to the County Executive for appointment a competent person to serve as the Library Director. The County Executive shall, within 30 days of the recommendation, either make the appointment or request that the Board submit another recommendation.

**ARTICLE VIII**  
**Committees**

The Chair shall appoint committees of one or more Board Members each for such specific purposes as the business of the Board may require. All committees shall make a progress report to the Board at each of its meetings. No committee will have authority, other than advisory powers, or recommending suitable action of the Board if it is granted such specific guidance to do so.

**ARTICLE IX**  
**GRAMA**

The Board will follow the County’s policy on GRAMA requests. The County follows Utah Code Annotated § 63G-2, as amended.

**ARTICLE X**  
**General**

The Bylaws may be amended by the majority vote of all Members of the Board, provided written copies of the proposed amendments shall have been distributed to all Members at least ten days prior to the meeting at which such action is proposed to be taken. Any rule or resolution of the

Board, whether contained in these bylaws or otherwise, may be suspended temporarily in connection with business at hand, but such suspension, to be valid, may be taken only at a meeting at which two-thirds of the Members of the Board shall be present and shall so approve.

Passed by the Board of San Juan County Commissioners this 20<sup>th</sup> day of June, 2023, by the following vote:

Those voting aye:

Those voting nay:

Those absent or abstaining:

**BOARD OF SAN JUAN COUNTY COMMISSIONERS**

\_\_\_\_\_  
Bruce Adams, Chair

**ATTEST:**

\_\_\_\_\_  
Lyman Duncan, Clerk/Auditor

####

The **San Juan County Library** wants to hear from **YOU** about what services and programs you use, or improvement you want to see in the library. Please complete this survey and return it for a chance to earn a sweet treat!

Section 1: Please tell us about how you use the library and your opinions about the library. Check/write answers to the following questions:

1. Do you have a library card? \_\_\_ Yes \_\_\_ No \_\_\_ I Don't Know

2. How often do you visit the library?

- \_\_\_ At least once a week
- \_\_\_ Once a month
- \_\_\_ Once every six months
- \_\_\_ Once a year
- \_\_\_ This is my first visit
- \_\_\_ Never

3. If you don't visit the library, what would draw you there?

4. If you visit the library often, what keeps you coming back?

5. I am most interested in (check all that apply):

- \_\_\_ Learning about something (taking a class, attending a lecture...)
- \_\_\_ Learning how to do something (gardening, crafting, navigating computer/programs...)
- \_\_\_ Opportunities to meet other people, share and experience (book discussions, socials, travel...)
- \_\_\_ Opportunities to do something (volunteer, community projects...)
- \_\_\_ Other \_\_\_\_\_

6. What is the best time for you to visit the library? (Check all that apply)

Weekday: \_\_\_ (9am – 11am) \_\_\_ (11am – 2pm) \_\_\_ (2pm – 5pm) \_\_\_ (5pm – 7pm)

Weekend: \_\_\_ (9am – 11am) \_\_\_ (11am – 2pm) \_\_\_ (2pm – 5pm) \_\_\_ (5pm – 7 pm)

Other more Specific Time: \_\_\_\_\_

7. What do you value most about the library?

8. How important is each of the following library services to you?

Item 6.

Services	Very Important	Important	Somewhat Important	Not Important/ Should be cut	Don't know/Not applicable
Borrowing materials (books, DVDs, etc.)					
Newspapers and magazines					
Computers and printers					
Downloadable eBooks and audiobooks					
Programs (craft club, story time, classes)					
Community meeting room					
Free Internet Access/WiFi					
Hot Spots					
Photocopier/Scanner/Fax Machine					
Staff Assistance					
Overall, how important is the library to you and your family?					

Section 2: Please tell us about yourself so that we may better serve you:

9. How old are you?

1-18 years old     
  19-34 years old     
  35-49 years old  
 50 – 64 years old     
  65-79 years old     
  80 years and older

10. What gender best describes you?

Male     
  Female     
  Prefer not to disclose

11. What language is spoken at your home?

English     
  Spanish     
  Navajo     
 Other \_\_\_\_\_

12. What is your employment status?

Employed or Self-employed     
  Student     
  Unemployed  
 Homemaker     
  Retired     
 Other \_\_\_\_\_

13. Do you have children under 18?  Yes       No

Section 3: How could the library or its services be improved with consideration to rising costs?

14. Your tax dollars are important to the funding of the library system. Due to rising costs would you: (circle all that apply)

- A – Accept a slight tax increase to continue sustainability and quality of library services (current tax rate is .00042)
- B – Donate additional funding, endowment monies, unused books/movies
- C – Utilize services the library provides to help increase grant opportunities
- D – Volunteer (time, talent, knowledge, etc.)
- E – Other suggestion \_\_\_\_\_

15. Which library do you most often use: (circle one):

- Blanding
- Monticello
- La Sal
- Bluff
- Montezuma Creek
- Moab

16. Please write any comments or list any issues that you would like to see the library consider as it plans for the future:

17. Final Question: Do you like CHOCOLATE? If the answer is YES please return this survey for a sweet treat! If completed online visit your nearest library and let a librarian know you have completed this survey.

THANK YOU FOR TAKING THE TIME TO COMPLETE THIS SURVEY AND FOR HELPING US TO SERVE YOU BETTER!



**MEETING DATE:** August 17, 2023

**ITEM TITLE, PRESENTER:** Presented by Kelly Green, Library Board Member

My idea is to create an Honorary Poet Laureate for San Juan County to show case the many talented writers and poets locally. I thought sending this out would help explain what is out there.

# Utah Poet Laureate

The Utah Poet Laureate is a Governor-appointed advocate for literature and the arts throughout the state who presents in communities, schools, libraries, and public events. The position was established in 1997.

## UTAH POET LAUREATE LISA BICKMORE

Born in Dover, Delaware, Lisa Bickmore grew up living all over the United States and in Japan. She is the author of three books of poems: *Haste* (Signature Books, 1994), *flicker*, which won the 2014 Antivenom Prize from Elixir Press, and *Ephemerist* (Red Mountain Press, June 2017).

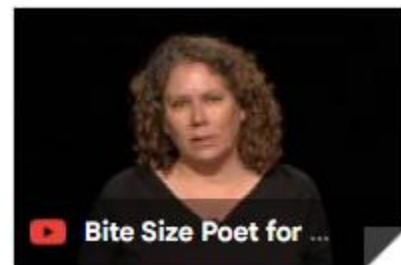
Her poetry, scholarship, and video work have been published in *Glass: A Journal of Poetry*; *Tar River Poetry*; *Sugar House Review*; *SouthWord*; *Caketrain*; *Hunger Mountain Review*; *Terrain.org*; *Bite-Size Poems project* (Utah Division of Arts & Museums); *Quarterly West*; *The Moth*; *MappingSLC.org*; *Fire in the Pasture: 21st Century Mormon Poets*; and elsewhere. In 2015, her poem 'Eidolon' was awarded the Ballymaloe International Poetry Award.

She earned a B.A. and an M.A. from Brigham Young University. She is recently retired from her position as a Professor of English at Salt Lake Community College, where she was the recipient of the SLCC Foundation Teaching Excellence Award in 2006. She taught writing of all sorts, as well as publication studies, and is one of the founders of the SLCC Publication Center.

In 2019, she founded the nonprofit Lightscatter Press, which published its first book in April of 2021. Read about its mission of multimodal literary publishing, calls for submission, and the shop. You can support Lightscatter Press here.

*Photo by Todd Anderson.*

Look for YouTube video *Bite Size Poet for May 2010: Lisa Bickmore performs "Dog Aria"*





## CHAIR REPORT

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**MEETING DATE:** September 28, 2023

**ITEM TITLE, PRESENTER:** Library Board Member Chair Report Presented by Ramona Chamberlain

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### Upcoming Library Board Changes

1. We will be discussing/approving the recommendation for Dr. Shannon Brooks to the library board. He will be filling my position as the Monticello representative if approved.
2. We need someone from the board to step into my position as chair. We can discuss and vote in during the September meeting and then I would vice-chair the October meeting (Unless there is a better way...).
3. We also have an opening for the Blanding representative position. If you know of anyone who is interested, from Blanding, that would like to join the board they need to get a letter of interest to Nicole or Mack before the September 28th meeting. The position is being advertised in the paper for Monticello and Blanding but no takers so far. October 3rd is the date for the commissioners to approve any names.



**San Juan County**  
**Financial Statement - Library Financials**  
**01/01/2023 to 08/31/2023**  
**66.67% of the fiscal year has expired**

	<u>August Actual</u>	<u>2023 Year-to-Date Actual</u>
<b>Net Position</b>		
<b>Assets:</b>		
<b>Current Assets</b>		
<b>Cash and cash equivalents</b>		
72.1110000 General Checking - Combined - Library	(58,990.53)	(202,527.88)
72.1112000 Zions - Payroll	18,506.24	44,962.67
72.1162000 PTIF 897 General - Library	0.00	400,271.85
72.1175000 Undeposited Receipts	(160.66)	215.14
<b>Total Cash and cash equivalents</b>	<u>(40,644.95)</u>	<u>242,921.78</u>
<b>Total Current Assets</b>	<u>(40,644.95)</u>	<u>242,921.78</u>
<b>Total Assets:</b>	<u>(40,644.95)</u>	<u>242,921.78</u>
<b>Liabilites and Fund Equity:</b>		
<b>Equity - Paid In / Contributed</b>		
72.2951000 Fund Balance - Unappropriated	(40,644.95)	242,921.78
<b>Total Equity - Paid In / Contributed</b>	<u>(40,644.95)</u>	<u>242,921.78</u>
<b>Total Liabilites and Fund Equity:</b>	<u>(40,644.95)</u>	<u>242,921.78</u>
<b>Total Net Position</b>	<u>0.00</u>	<u>0.00</u>

**San Juan County**  
**Financial Statement - Library Financials**  
**01/01/2023 to 08/31/2023**  
**66.67% of the fiscal year has expired**

	August Actual	2023 Year-to-Date Actual	2023 Budget	Unearned/ Unused	% Earned/ Used
<b>Change In Net Position</b>					
<b>Revenue:</b>					
<b>Taxes</b>					
72.3110000 Property Taxes	0.00	0.00	415,557.00	415,557.00	0.00%
<b>Total Taxes</b>	<b>0.00</b>	<b>0.00</b>	<b>415,557.00</b>	<b>415,557.00</b>	<b>0.00%</b>
<b>Intergovernmental revenue</b>					
72.3310000 Other Federal Grants	0.00	5,611.99	3,100.00	(2,511.99)	181.03%
72.3340000 Other State Grants	0.00	8,500.00	7,000.00	(1,500.00)	121.43%
72.3350000 Other Misc Grants	0.00	500.00	0.00	(500.00)	0.00%
<b>Total Intergovernmental revenue</b>	<b>0.00</b>	<b>14,611.99</b>	<b>10,100.00</b>	<b>(4,511.99)</b>	<b>144.67%</b>
<b>Charges for services</b>					
72.3413000 Library Fees	0.00	0.00	50.00	50.00	0.00%
72.3415000 Sale of Maps/Publications	71.50	1,272.31	2,450.00	1,177.69	51.93%
72.3495000 Copier	785.80	3,670.99	4,700.00	1,029.01	78.11%
<b>Total Charges for services</b>	<b>857.30</b>	<b>4,943.30</b>	<b>7,200.00</b>	<b>2,256.70</b>	<b>68.66%</b>
<b>Fines and forfeitures</b>					
72.3500000 Fines and Forfeitures	0.00	42.19	0.00	(42.19)	0.00%
72.3512000 Library Fines	11.68	44.43	0.00	(44.43)	0.00%
<b>Total Fines and forfeitures</b>	<b>11.68</b>	<b>86.62</b>	<b>0.00</b>	<b>(86.62)</b>	<b>0.00%</b>
<b>Interest</b>					
72.3610000 Interest Earnings	0.00	11,288.64	2,500.00	(8,788.64)	451.55%
<b>Total Interest</b>	<b>0.00</b>	<b>11,288.64</b>	<b>2,500.00</b>	<b>(8,788.64)</b>	<b>451.55%</b>
<b>Miscellaneous revenue</b>					
72.3620000 Rents and Concessions	0.00	481.99	1,000.00	518.01	48.20%
<b>Total Miscellaneous revenue</b>	<b>0.00</b>	<b>481.99</b>	<b>1,000.00</b>	<b>518.01</b>	<b>48.20%</b>
<b>Contributions and transfers</b>					
72.3825000 LATCF Transfer from General Funds	0.00	0.00	173,467.00	173,467.00	0.00%
72.3830000 Contributions Private	286.12	1,335.87	1,200.00	(135.87)	111.32%
72.3890000 Beg Fund Balance to be Approp.	0.00	0.00	19,822.00	19,822.00	0.00%
<b>Total Contributions and transfers</b>	<b>286.12</b>	<b>1,335.87</b>	<b>194,489.00</b>	<b>193,153.13</b>	<b>0.69%</b>
<b>Total Revenue:</b>	<b>1,155.10</b>	<b>32,748.41</b>	<b>630,846.00</b>	<b>598,097.59</b>	<b>5.19%</b>
<b>Expenditures:</b>					
<b>Parks, Recreation, and Public Property</b>					
<b>Library</b>					
<b>Monticello Library Building</b>					
72.4167110 Salaries and Wages	2,487.06	14,149.39	20,784.00	6,634.61	68.08%
72.4167131 FICA Expense	177.80	984.77	1,556.00	571.23	63.29%
72.4167132 Retirement Benefits	289.04	2,084.52	3,655.00	1,570.48	57.03%
72.4167134 Health Insurance	331.07	2,562.72	0.00	(2,562.72)	0.00%
72.4167251 Gas, Oil and Grease	77.70	607.96	0.00	(607.96)	0.00%
72.4167260 Buildings and Grounds	90.30	1,263.42	3,000.00	1,736.58	42.11%
72.4167270 Utilities	1,453.34	6,787.88	11,500.00	4,712.12	59.03%
72.4167310 Professional and Technical	291.12	659.77	1,400.00	740.23	47.13%
<b>Total Monticello Library Building</b>	<b>5,197.43</b>	<b>29,100.43</b>	<b>41,895.00</b>	<b>12,794.57</b>	<b>69.46%</b>
<b>Blanding Library Building</b>					
72.4168110 Salaries and Wages	1,995.06	17,749.76	28,434.00	10,684.24	62.42%
72.4168131 FICA Expense	141.17	1,262.21	2,141.00	878.79	58.95%
72.4168132 Retirement Benefits	233.66	1,973.94	3,019.00	1,045.06	65.38%
72.4168134 Health Insurance	323.16	2,546.90	0.00	(2,546.90)	0.00%
72.4168220 Public Notices	0.00	33.60	0.00	(33.60)	0.00%
72.4168260 Buildings and Grounds	221.14	1,404.14	3,000.00	1,595.86	46.80%
72.4168270 Utilities	1,210.40	5,659.01	8,500.00	2,840.99	66.58%
72.4168310 Professional and Technical	298.63	667.32	1,400.00	732.68	47.67%
<b>Total Blanding Library Building</b>	<b>4,423.22</b>	<b>31,296.88</b>	<b>46,494.00</b>	<b>15,197.12</b>	<b>67.31%</b>
<b>Satellite Buildings</b>					
72.4169110 Salaries and Wages	557.29	4,921.18	7,569.00	2,647.82	65.02%
72.4169131 FICA Expense	38.09	337.90	554.00	216.10	60.99%
72.4169132 Retirement Benefits	100.16	830.41	1,300.00	469.59	63.88%
72.4169134 Health Insurance	107.90	945.62	0.00	(945.62)	0.00%
72.4169260 Buildings and Grounds	0.00	78.97	0.00	(78.97)	0.00%
72.4169310 Professional and Technical	30.75	208.41	400.00	191.59	52.10%

**San Juan County**  
**Financial Statement - Library Financials**  
**01/01/2023 to 08/31/2023**  
**66.67% of the fiscal year has expired**

	August Actual	2023 Year-to-Date Actual	2023 Budget	Unearned/ Unused	% Earned/ Used
<b>Total Satellite Buildings</b>	<b>834.19</b>	<b>7,322.49</b>	<b>9,823.00</b>	<b>2,500.51</b>	<b>74.54%</b>
<b>Library Board</b>					
72.4580620 Miscellaneous Services	300.00	1,150.00	2,500.00	1,350.00	46.00%
<b>Total Library Board</b>	<b>300.00</b>	<b>1,150.00</b>	<b>2,500.00</b>	<b>1,350.00</b>	<b>46.00%</b>
<b>San Juan County Library System</b>					
72.4581110 Salaries and Wages	20,551.70	187,793.45	357,835.00	170,041.55	52.48%
72.4581131 FICA Expense	1,523.78	13,983.02	27,148.00	13,164.98	51.51%
72.4581132 Retirement Benefits	1,930.21	16,733.95	30,537.00	13,803.05	54.80%
72.4581134 Health Insurance	3,234.54	27,764.91	36,000.00	8,235.09	77.12%
72.4581140 Other Employee Benefits	131.95	903.70	0.00	(903.70)	0.00%
72.4581210 Subscriptions and Memberships	5.05	881.69	1,146.00	264.31	76.94%
72.4581220 Public Notices	0.00	93.80	44.00	(49.80)	213.18%
72.4581230 Travel Expense	125.39	1,041.67	1,470.00	428.33	70.86%
72.4581240 Office Expense	300.02	3,261.74	4,750.00	1,488.26	68.67%
72.4581241 Postage	13.20	328.20	675.00	346.80	48.62%
72.4581242 Software Maintenance	0.00	3,819.82	3,990.00	170.18	95.73%
72.4581250 Computer Maintenance/Supplies	119.97	1,966.73	4,250.00	2,283.27	46.28%
72.4581251 Gas, Oil and Grease	0.00	674.18	3,420.00	2,745.82	19.71%
72.4581280 Telephone	331.95	1,491.58	2,400.00	908.42	62.15%
72.4581330 Employee Education	136.48	258.63	600.00	341.37	43.11%
72.4581480 Collection Development	684.46	10,342.70	21,600.00	11,257.30	47.88%
72.4581610 Miscellaneous Supplies/Service	595.40	645.09	875.00	229.91	73.72%
72.4581620 Special Programs	198.61	848.57	3,610.00	2,761.43	23.51%
72.4581740 Equipment Purchases	0.00	267.24	1,700.00	1,432.76	15.72%
72.4581915 Transfers to Other Units	0.00	2,456.46	9,180.00	6,723.54	26.76%
72.4581920 Grant Expenses	1,162.50	13,728.87	18,904.00	5,175.13	72.62%
<b>Total San Juan County Library System</b>	<b>31,045.21</b>	<b>289,286.00</b>	<b>530,134.00</b>	<b>240,848.00</b>	<b>54.57%</b>
<b>Total Library</b>	<b>41,800.05</b>	<b>358,155.80</b>	<b>630,846.00</b>	<b>272,690.20</b>	<b>56.77%</b>
<b>Total Parks, Recreation, and Public Property</b>	<b>41,800.05</b>	<b>358,155.80</b>	<b>630,846.00</b>	<b>272,690.20</b>	<b>56.77%</b>
<b>Total Expenditures:</b>	<b>41,800.05</b>	<b>358,155.80</b>	<b>630,846.00</b>	<b>272,690.20</b>	<b>56.77%</b>
<b>Total Change In Net Position</b>	<b>(40,644.95)</b>	<b>(325,407.39)</b>	<b>0.00</b>	<b>325,407.39</b>	<b>0.00%</b>

**San Juan County**  
**Expenditure Summary - Libraries**  
**72 Library Fund - 01/01/2023 to 08/31/2023**  
**66.67% of the fiscal year has expired**

	August Actual	2023 Year-to-Date Actual	2023 Budget	Unexpended	% Used
<b>Change In Net Position</b>					
<b>Expenditures:</b>					
<b>Parks, Recreation, and Public Property</b>					
<b>Library</b>					
<b>Monticello Library Building</b>					
4167110 Salaries and Wages	2,487.06	14,149.39	20,784.00	6,634.61	68.08%
4167131 FICA Expense	177.80	984.77	1,556.00	571.23	63.29%
4167132 Retirement Benefits	289.04	2,084.52	3,655.00	1,570.48	57.03%
4167134 Health Insurance	331.07	2,562.72	0.00	(2,562.72)	0.00%
4167251 Gas, Oil and Grease	77.70	607.96	0.00	(607.96)	0.00%
4167260 Buildings and Grounds	90.30	1,263.42	3,000.00	1,736.58	42.11%
4167270 Utilities	1,453.34	6,787.88	11,500.00	4,712.12	59.03%
4167310 Professional and Technical	291.12	659.77	1,400.00	740.23	47.13%
<b>Total Monticello Library Building</b>	<b>5,197.43</b>	<b>29,100.43</b>	<b>41,895.00</b>	<b>12,794.57</b>	<b>69.46%</b>
<b>Blanding Library Building</b>					
4168110 Salaries and Wages	1,995.06	17,749.76	28,434.00	10,684.24	62.42%
4168131 FICA Expense	141.17	1,262.21	2,141.00	878.79	58.95%
4168132 Retirement Benefits	233.66	1,973.94	3,019.00	1,045.06	65.38%
4168134 Health Insurance	323.16	2,546.90	0.00	(2,546.90)	0.00%
4168220 Public Notices	0.00	33.60	0.00	(33.60)	0.00%
4168260 Buildings and Grounds	221.14	1,404.14	3,000.00	1,595.86	46.80%
4168270 Utilities	1,210.40	5,659.01	8,500.00	2,840.99	66.58%
4168310 Professional and Technical	298.63	667.32	1,400.00	732.68	47.67%
<b>Total Blanding Library Building</b>	<b>4,423.22</b>	<b>31,296.88</b>	<b>46,494.00</b>	<b>15,197.12</b>	<b>67.31%</b>
<b>Satellite Buildings</b>					
4169110 Salaries and Wages	557.29	4,921.18	7,569.00	2,647.82	65.02%
4169131 FICA Expense	38.09	337.90	554.00	216.10	60.99%
4169132 Retirement Benefits	100.16	830.41	1,300.00	469.59	63.88%
4169134 Health Insurance	107.90	945.62	0.00	(945.62)	0.00%
4169260 Buildings and Grounds	0.00	78.97	0.00	(78.97)	0.00%
4169310 Professional and Technical	30.75	208.41	400.00	191.59	52.10%
<b>Total Satellite Buildings</b>	<b>834.19</b>	<b>7,322.49</b>	<b>9,823.00</b>	<b>2,500.51</b>	<b>74.54%</b>
<b>Library Board</b>					
4580620 Miscellaneous Services	300.00	1,150.00	2,500.00	1,350.00	46.00%
<b>Total Library Board</b>	<b>300.00</b>	<b>1,150.00</b>	<b>2,500.00</b>	<b>1,350.00</b>	<b>46.00%</b>
<b>San Juan County Library System</b>					
4581110 Salaries and Wages	20,551.70	187,793.45	357,835.00	170,041.55	52.48%
4581131 FICA Expense	1,523.78	13,983.02	27,148.00	13,164.98	51.51%
4581132 Retirement Benefits	1,930.21	16,733.95	30,537.00	13,803.05	54.80%
4581134 Health Insurance	3,234.54	27,764.91	36,000.00	8,235.09	77.12%
4581140 Other Employee Benefits	131.95	903.70	0.00	(903.70)	0.00%
4581210 Subscriptions and Memberships	5.05	881.69	1,146.00	264.31	76.94%
4581220 Public Notices	0.00	93.80	44.00	(49.80)	213.18%
4581230 Travel Expense	125.39	1,041.67	1,470.00	428.33	70.86%
4581240 Office Expense	300.02	3,261.74	4,750.00	1,488.26	68.67%
4581241 Postage	13.20	328.20	675.00	346.80	48.62%
4581242 Software Maintenance	0.00	3,819.82	3,990.00	170.18	95.73%
4581250 Computer Maintenance/Supplies	119.97	1,966.73	4,250.00	2,283.27	46.28%
4581251 Gas, Oil and Grease	0.00	674.18	3,420.00	2,745.82	19.71%
4581280 Telephone	331.95	1,491.58	2,400.00	908.42	62.15%
4581330 Employee Education	136.48	258.63	600.00	341.37	43.11%
4581480 Collection Development	684.46	10,342.70	21,600.00	11,257.30	47.88%
4581610 Miscellaneous Supplies/Service	595.40	645.09	875.00	229.91	73.72%
4581620 Special Programs	198.61	848.57	3,610.00	2,761.43	23.51%
4581740 Equipment Purchases	0.00	267.24	1,700.00	1,432.76	15.72%
4581915 Transfers to Other Units	0.00	2,456.46	9,180.00	6,723.54	26.76%
4581920 Grant Expenses	1,162.50	13,728.87	18,904.00	5,175.13	72.62%
<b>Total San Juan County Library System</b>	<b>31,045.21</b>	<b>289,286.00</b>	<b>530,134.00</b>	<b>240,848.00</b>	<b>54.57%</b>
<b>Total Library</b>	<b>41,800.05</b>	<b>358,155.80</b>	<b>630,846.00</b>	<b>272,690.20</b>	<b>56.77%</b>
<b>Total Parks, Recreation, and Public Property</b>	<b>41,800.05</b>	<b>358,155.80</b>	<b>630,846.00</b>	<b>272,690.20</b>	<b>56.77%</b>
<b>Total Expenditures:</b>	<b>41,800.05</b>	<b>358,155.80</b>	<b>630,846.00</b>	<b>272,690.20</b>	<b>56.77%</b>
<b>Total Change In Net Position</b>	<b>(41,800.05)</b>	<b>(358,155.80)</b>	<b>(630,846.00)</b>	<b>(272,690.20)</b>	<b>56.77%</b>

**San Juan County  
Budgeting Worksheet  
72 Library Fund - 2024 Budget Draft**

Item 12.

Change in Net Position

Expenditures:

Parks, Recreation and Public Library

Library Board

4580230 Travel Expense

4580330 Employee Education

4580620 Misc Services

Total Library Board

San Juan County Library System

4581110 Salaries And Wages

4581131 FICA Expense

4581132 Retirement Benefits

4581134 Health Insurance

4581140 Other Employee Benefits

4581136 Unemployment Benefits

4581210 Subscriptions

4581220 Public Notices

4581230 Travel

4581240 Office Expenses

4581241 Postage

4581242 Software Maintenance

4581250 Computer Maintain/Ink

4581251 Gas/Oil/Auto

4581280 Telephone

4581330 Education

4581480 Collection Development

4581610 Miscellaneous Supplies

4581620 Special Programs

4581740 Equipment Purchases

4581915 Transfers To Other Units

4581920 Grant Expenses

*From Subscriptions to Transfer*

Total San Juan County Library System

Total Library

Total Parks, Recreation and Public Library

Total Expenditures:

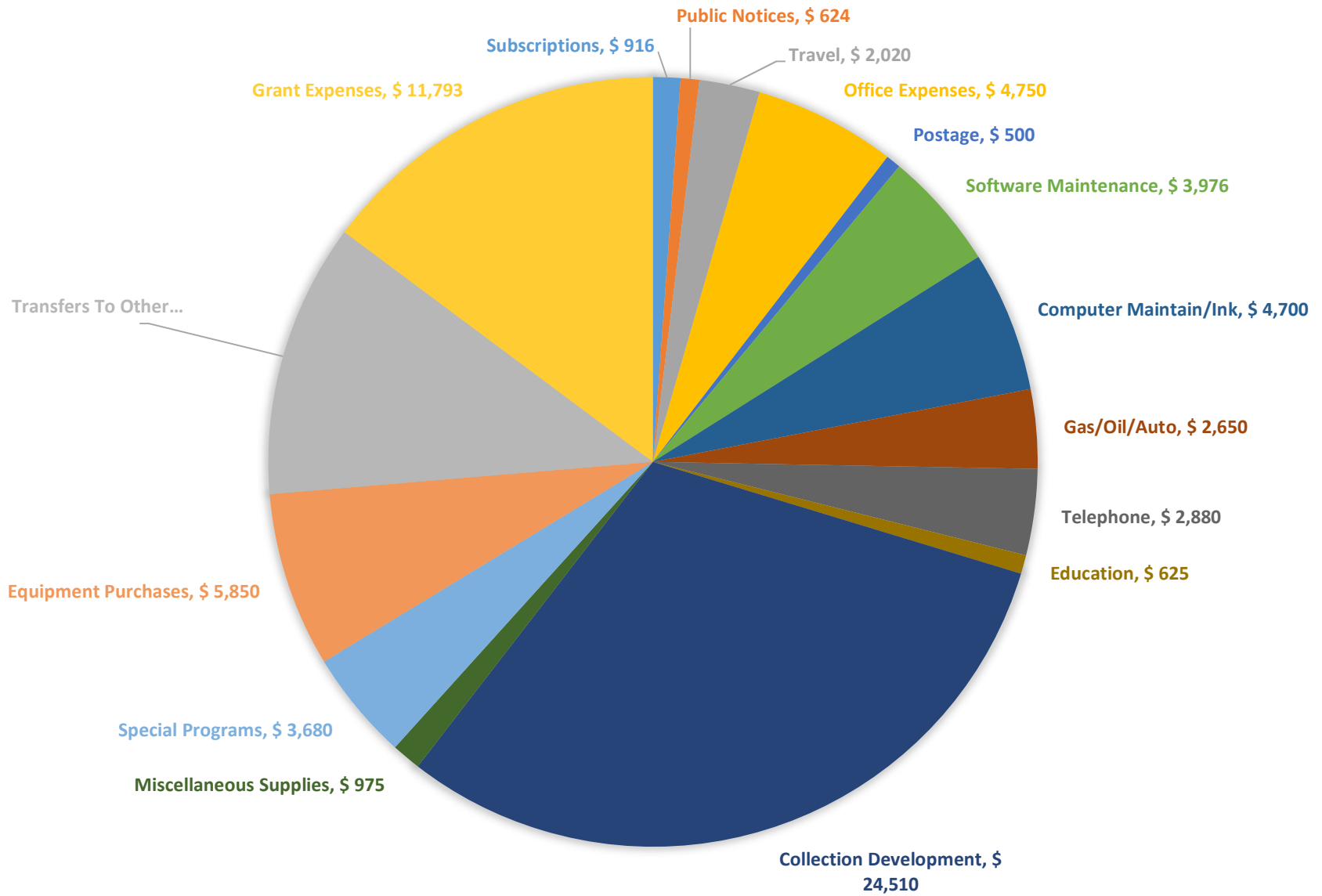
Total Change in Net Position

	2018	2019	2020	2021	2022	2023	2023	2024
	Actual	Actual	Actual	Actual	Actual	Budget	Est Yr End Budget	Budget
4580230 Travel Expense	297	505	131	-	-	-	-	
4580330 Employee Education	-	-	-	-	-	-	-	
4580620 Misc Services	1,000	1,300	796	1,300	1,850	2,500	2,500	
<b>Total Library Board</b>	<b>1,297</b>	<b>1,805</b>	<b>927</b>	<b>1,300</b>	<b>1,850</b>	<b>2,500</b>	<b>2,500</b>	
4581110 Salaries And Wages	197,679	195,269	183,629	176,303	204,489	357,835	264,227	264,227
4581131 FICA Expense	14,935	14,693	13,741	13,242	15,347	27,148	19,670	19,670
4581132 Retirement Benefits	13,406	14,175	13,213	12,670	17,539	30,537	23,599	23,599
4581134 Health Insurance	67,200	49,500	54,000	36,000	36,000	36,000	39,176	39,176
4581140 Other Employee Benefits							1,331	1,331
4581136 Unemployment Benefits	-	-	883	-	-			
4581210 Subscriptions	1,365	1,253	867	876	1,053	1,146	1,416	916
4581220 Public Notices	775	564	129	405	67	44	250	624
4581230 Travel	2,313	811	514	711	500	1,470	1,389	2,020
4581240 Office Expenses	7,955	6,070	4,948	7,925	6,490	4,750	4,750	4,750
4581241 Postage	3,014	2,578	1,785	163	310	675	438	500
4581242 Software Maintenance	149	5,519	3,451	-	4,787	3,990	3,820	3,976
4581250 Computer Maintain/Ink	3,148	3,898	3,779	4,277	3,494	4,250	4,250	4,700
4581251 Gas/Oil/Auto	3,183	2,566	959	1,848	1,665	3,420	950	2,650
4581280 Telephone	9,659	9,901	17,959	-	(698)	2,400	2,400	2,880
4581330 Education	564	386	177	201	715	600	600	625
4581480 Collection Development	60,525	56,246	26,249	14,956	21,690	21,600	21,600	24,510
4581610 Miscellaneous Supplies	1,609	1,012	524	336	5,042	875	1,150	975
4581620 Special Programs	9,645	9,479	5,554	1,759	2,364	3,610	2,000	3,680
4581740 Equipment Purchases	7,095	8,466	22,245	313	(36)	1,700	1,700	5,850
4581915 Transfers To Other Units	23,040	23,195	7,980	9,345	3,180	9,180	3,611	9,180
4581920 Grant Expenses				99,571	40,674	18,904	18,350	11,793
<i>From Subscriptions to Transfer</i>	<i>134,039</i>	<i>131,944</i>	<i>97,120</i>	<i>43,115</i>	<i>50,623</i>	<i>59,710</i>	<i>50,324</i>	<i>67,836</i>
<b>Total San Juan County Library System</b>	<b>427,259</b>	<b>405,581</b>	<b>362,586</b>	<b>380,901</b>	<b>364,672</b>	<b>530,134</b>	<b>416,677</b>	<b>427,632</b>
Total Library	428,556	407,386	363,513	382,201	366,522	532,634	419,177	427,632
Total Parks, Recreation and Public Library	428,556	407,386	363,513	382,201	366,522	532,634	419,177	427,632
Total Expenditures:	428,556	407,386	363,513	382,201	366,522	532,634	419,177	427,632
Total Change in Net Position	428,556	407,386	363,513	382,201	366,522	532,634	419,177	427,632



San Juan County  
Budgeting Worksheet  
72 Library Fund - 2024 Budget Draft

**BUDGET ITEMS**



**San Juan County  
Budgeting Worksheet  
72 Library Fund - 2024 Budget Draft**

Item 12.

Revenue:

Parks, Recreation and Public Library Revenue	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Est</b>	<b>2022 Actual</b>	<b>2023 Budget</b>	<b>2023 Est</b>	<b>2024 Est</b>	<b>2024 Other</b>
3110000 Property Taxes	427,685	483,068	415,557		435,000		419,000	
3310000 Federal Grant (Borrower's Support)	6,500	68,776	21,500		3,100		4,793	
3340000 State Grant (CLEF)	25,527	7,400	7,520		7,000		7,000	
3350000 Misc		36,700						
3413000 Library Fees	822	122	55		50		150	
3415000 Sales	2,766	2,547	2,472		2,450		2,100	
3495000 Copier	4,244	4,900	4,694		4,700		5,000	
3610000 Interest	4,122	1,468	3,200		2,500		16,000	
3620000 Rents and Concessions	222	956	1,408		1,000		1,000	
3690000 Sundry Revenues	-	708						
3830000 Contributions Private	1,099	6,370	1,650		1,200		1,200	
3825000 LATCF Transfer (2023-26 Raises)							100,946	
3890000 Beginning Fund Balance	-	-	16,812		-		2,950	
<i>Coworking</i>								2448?
<i>Hot to Trop (Spot) Continued</i>								500?
<i>Carry over from Borrower's</i>								400?
<i>Carry over from Statue Donation (Grounds)</i>								50?
<i>Reimbursements for December 2022 Expenses</i>								
<b>Total Revenue</b>	<b>472,987</b>	<b>613,015</b>	<b>474,868</b>	<b>-</b>	<b>457,000</b>	<b>-</b>	<b>560,139</b>	

**San Juan County  
Budgeting Worksheet  
72 Library Fund - 2024 Budget Draft**

Item 12.

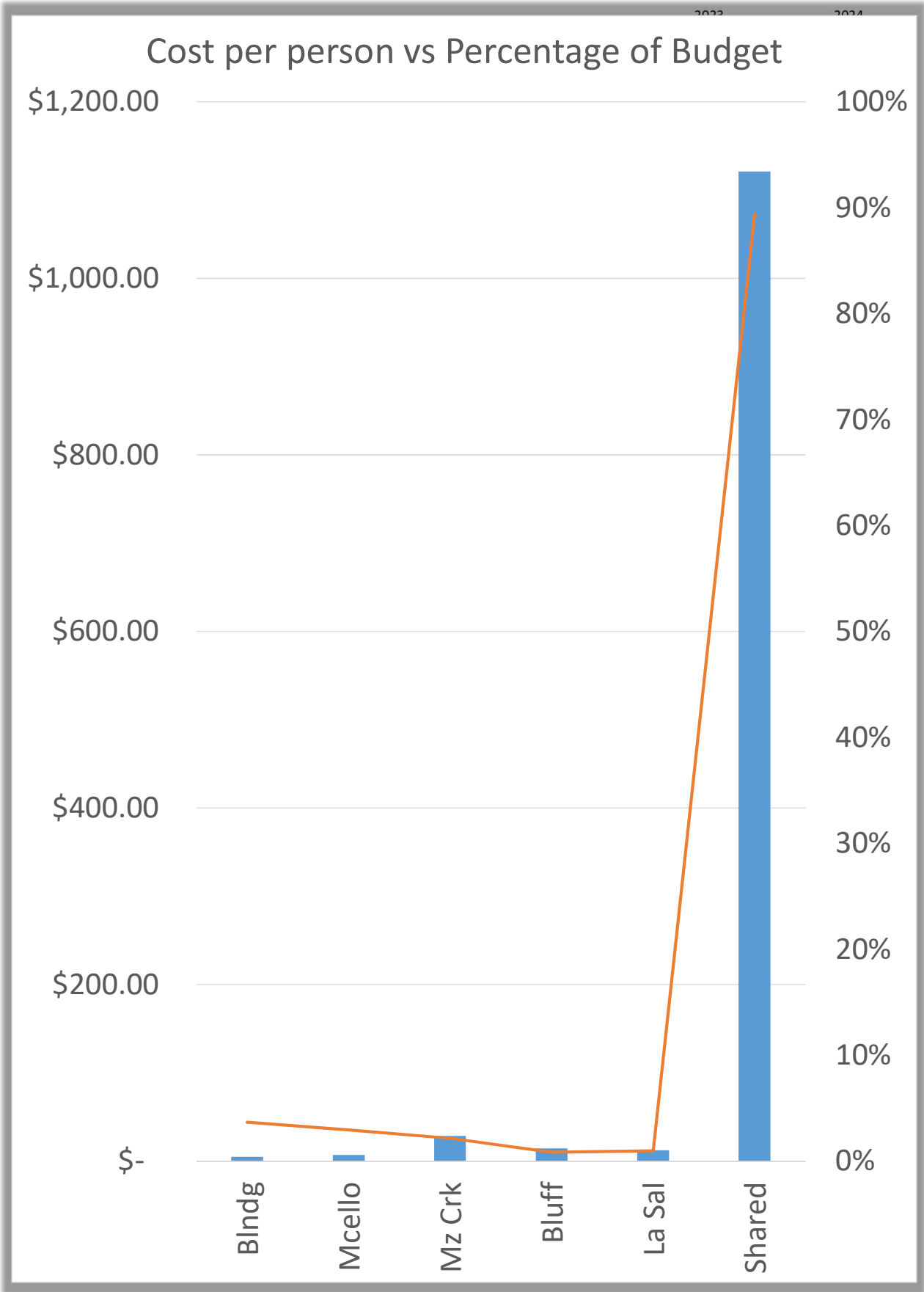
Change in Net Position

Expenditures:

Parks, Recreation and Public Library

	<b>2023</b>	<b>Est Yr End</b>	<b>2024</b>	<b>Blndg</b>	<b>Mcello</b>	<b>Mz Crk</b>	<b>Bluff</b>	<b>La Sal</b>	<b>Shared</b>	<b>Total</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>							
Library Board	<b>2,100</b>	<b>2,250</b>		-						
Total Library Board										
Building Maintenance							-			
<i>Percentage of Total Location Budget</i>				<i>0%</i>	<i>0%</i>		<i>0%</i>			

	<b>2023</b>	<b>Est Yr End</b>	<b>2024</b>	<b>Blndg</b>	<b>Mcello</b>	<b>Mz Crk</b>	<b>Bluff</b>	<b>La Sal</b>	<b>Shared</b>	<b>Total</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>							
San Juan County Library System			<b>Budget</b>	<b>Blndg</b>	<b>Mcello</b>	<b>Mz Crk</b>	<b>Bluff</b>	<b>La Sal</b>	<b>Shared</b>	<b>Total</b>
4581110 Salaries And Wages	214,521		264,227						264,227	264,227
4581131 FICA Expense	16,411		19,670						19,670	19,670
4581132 Retirement Benefits	17,650		23,599						23,599	23,599
4581134 Health Insurance	54,000		39,176						39,176	39,176
4581136 Unemployment Benefits	-									
4581210 Subscriptions	1,146		916	400	456	Prepaid	30	30		916
4581220 Public Notices	44		624						624	624
4581230 Travel	1,470		2,020			75	75	50	1,820	2,020
4581240 Office Expenses	4,750		4,750	2,000	1,600	450	450	250		4,750
4581241 Postage	675		500	250	100	50	50	50		500
4581242 Software Maintenance	3,990		3,976	962	962	321	321	321	1,090	3,976
4581250 Computer Maintain/Ink	4,250		4,700	2,100	1,300	700	350	250		4,700
4581251 Gas/Oil/Auto	3,420		2,650			600	300	350	1,400	2,650
4581280 Telephone/Wifi/Hotspots	2,400		2,880			2,880				2,880
4581330 Education	600		625	100	75	17	17	17	400	625
4581480 Collection Development	21,600		24,510	8,400	6,600	1,680	1,680	1,500	4,650	24,510
4581610 Miscellaneous Supplies	875		975	250	150	25	25	25	500	975
4581620 Special Programs	3,610		3,680	1,200	880	133	133	133	1,200	3,680
4581740 Equipment Purchases	1,800		5,850		400	300	150		5,000	5,850
4581915 Transfers To Other Units	9,180		9,180			1,980		1,200	6,000	9,180
4581920 Grant Expenses	18,904		11,793						11,793	11,793
<b>Total San Juan County Library System</b>	<b>381,296</b>	<b>-</b>	<b>426,301</b>	<b>15,662</b>	<b>12,523</b>	<b>9,211</b>	<b>3,581</b>	<b>4,176</b>	<b>381,149</b>	<b>426,301</b>
Total Library	383,396	2,250	426,301	15,662	12,523	9,211	3,581	4,176	381,149	426,301
Population			6,029	3,319	1,802	324	246	338	340	6,029
Cost per person			\$ 70.71	\$ 4.72	\$ 6.95	\$ 28.43	\$ 14.56	\$ 12.35	\$ 1,121.03	\$ 70.71
Percentage of Total Budget				4%	3%	2%	1%	1%	89%	



Cost / Resident

% of Budget



## ASSISTANT DIRECTOR REPORT

**MEETING DATE:** August 17, 2023

**PRESENTER:** Mikaela Ramsay  
Assistant Library Director  
& Monticello Branch Librarian

### COUNTY UPDATE

- Our first Library Corner article was submitted. It was written by Assistant Librarian Sally Jack about our Eclipse Activities in the different branches this week. We have one other article written by Ramona Chamberlain that wasn't time sensitive so we have that ready to submit any month needed.

### MONTICELLO LIBRARY UPDATE

- Our Eclipse activity is today from 4-6. We have several educational booths, a little craft, a snack and glasses to give away.

### LA SAL LIBRARY UPDATE

- Thanks to Heather's brilliant brainstorming on behalf of the La Sal Library our La Sal Library & Community Teen Night is being planned for October.

### COWORKING SPACE

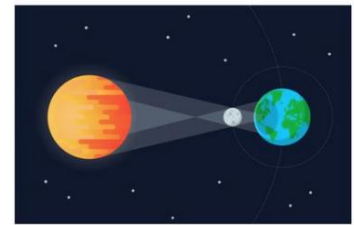
- The Smart Projector and OWL installation are in the installation process

"A Public Library is a unique institution that stands as a beacon of knowledge and accessibility for the public. It is funded through public sources and operates with a **mission to serve the people, by the people, and for the people.**"

- *Lisedunetwork*

#### Monticello Library

Eclipse Activity  
Thursday, September 28  
4:00 to 6:00 p.m.

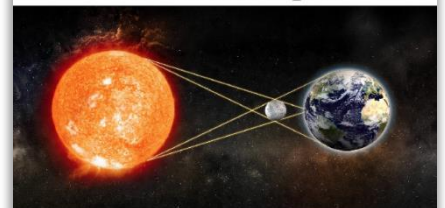


A limited number of FREE viewing glasses will be available.

This will replace our usual Craft Club activity!

#### La Sal Library

Pre-Eclipse Open House  
Friday, September 29  
9:00am-3:00pm



How to safely view the Annular Solar Eclipse occurring October 14, 2023

Check out our  
Solar System  
Mobile



Eclipse Activity  
Bookmarks  
Information

A limited amount of FREE Viewing Glasses



## LIBRARY CORNER INFORMATION

### Steps

1. Topic: choose one topic
2. Headline: Create brief title
3. Lead sentence: a preview of the whole
4. Story: critical info, then supporting info (source quotes must be included in body)
5. Ending: last info, summary or quote leaving reader with a strong sense of story
6. Submission: First email article to the librarian in charge for review, then librarian submits to [news@sjrnews.com](mailto:news@sjrnews.com)

### 2020 Article Guidelines:

- Try to submit an article monthly
- Aim for about 200 to 300 words (To count your words in a Word document follow these steps: Word > Review Tab > ABC Word Count)
- Keep from being too wordy.
- It should be written from an outsider point of view as if you are the newspaper not a librarian, no "I" or "we..."
- Write in active voice (In active voice, the subject performs the action of the verb. In passive voice, the subject receives the action of the verb.)

### Update as of Aug 2023 email from Bill Boyle

- They'd love to have a Library Corner story.
- Once a month is great, twice a month is okay.
- Send the info to [news@sjrnews.com](mailto:news@sjrnews.com) and feel free to **include a photo** as often as we can. This could be for new books, new services, new employees, events, etc.

## Potential Article Ideas

Mo.	Month	Idea
	Sep 2023	<i>Eclipse information</i>
	Oct 2023	<i>New sculpture at the Monticello branch with photo!!!! (As soon as we have a plaque)</i>
1	Aug	Story Hour   Craft Club
3	Mar - Apr	Seed Saver Exchange program / Tax form shortcut
4	Apr	Award Winning Grant Books
5	May - Jul	Summer Reading Program   STEAM Day
		A book review?
		Activities: Story Hour, Summer Reading, Craft Club, 4H...
		CBR hot-spots
		Coworking hub
		Expanded internet signal
		High speed internet
		Hot spots
		Keep running list
		Library requests and suggested items
		New things we are doing
		Libby
		Overdrive magazines
		Positive feedback & quotes
		Services offered: faxes, copies, scanning documents, community room rental,
		Things we do well
		Upcoming events
		See director/assist director library board reports for more ideas
		Special Book Sale events