

Basalt Regional Library District Board of Trustees Meeting
Monday, July 18, 2022 5:15 PM
Emergency Circumstance to Allow Teleconferencing
(BRLD Bylaws, Article 6, Section 5(d))
Basalt Library Community Room and
Zoom Meeting, see BRLD Website Calendar for Link

All meetings of the Basalt Regional Library District are open meetings.
Members of the public are most welcome.

Board of Trustees: Enid Ritchy, President; Jim Albert, Vice president; Carolyn Kane, Treasurer; Margaret Simmons, Secretary; Becky Musselman, Trustee; Elaine Nagey, Trustee

AGENDA

- 5:15 PM Call to order
Citizen Comments
- 5:20 PM Board Comments
- 5:25 PM Approval of Minutes of June 20, 2022 Board Meeting
- 5:30 PM Library Trust Update, *Nina Itin*
- 5:45 PM Grant Funding Update, *Cathy Click*

Executive Session

- 6:00 PM Executive session for a conference with the District's Attorney for the purpose of receiving legal advice on specific legal questions pursuant to CRS 24-6-402(4)(b), concerning conduct of library patrons.
- 6:30 PM Discussion and possible vote on library action regarding incident at library
- 6:45 PM Patron Behavior Policy Enforcement, *Board of Trustees*
- 7:15 PM Executive Director Evaluation, *Enid Ritchy*
- 7:30 PM Director's Report, *Amy Shipley*
Roof Update
- 8:00 PM Committee Reports:
Bylaws Committee: *Carolyn Kane, chair*
Facilities Committee: *Jim Albert, chair*

Finance Committee: *Carolyn Kane, chair*
June 2022 Financials
2023 Budget – Draft 1
Personnel Committee: *Enid Ritchy, chair*
Policy Committee: *Becky Musselman, chair*

Action Item

- 8:20 PM Discussion and possible vote on creating Ad Hoc committee regarding library roof replacement, *Amy Shipley*
- 8:30 PM Adjourn Meeting

Basalt Regional Library District Board of Trustees Meeting Minutes

Monday, June 20, 2022 5:15 PM

Board Members Present: Enid Ritchy, President; Jim Albert, Vice president; Carolyn Kane, Treasurer; Margaret Simmons, Secretary; Becky Musselman, Trustee; Elaine Nagey, Trustee

Also Present: Amy Shipley, Executive Director; Sandra Dexter, Executive Administrative Assistant, Gaby Lagos, Technical Services Assistant; Roger Garrett, Citizen,

Call to order

Enid Ritchy called the meeting to order at 5:13 PM

Citizen Comments

None

Board Comments

Becky gave an official welcome to Elaine Nagey as the new Board Trustee. Enid said the Summer Reading kick off was a huge success. It was a positive, enthusiastic program with almost one thousand people in attendance of all ages, including entire families. Approximately one-half of the Legends budget was used for the Summer Kickoff. Enid said bravo to the staff. Someone told Enid that the Library scheduling is wonderful.

Approval of Minutes of May 16, 2022 Board Meeting

Jim Albert moved and Carolyn Kane seconded the motion to approve the minutes of the May 16, 2022 Board Meeting minutes with two typing corrections. The motion carried unanimously.

Foundation Update, *Linda Crossland*

None received.

Book Bundle Presentation, *Gaby Lagos*

Gaby provided a history of when the book bundles started and how more categories of book bundles have been added each year. Book bundles are available in both English and Spanish. These are popular with parents and kids. She estimated that about 100 book bundles were checked out from July 2020 to July 2021. There have been more than 800 checkouts since beginning the book bundles. Gaby brought two book bundles and explained her process for selecting books for specific book bundles. The purpose of book bundles remains the same; to provide quick access of books for families. Board members said this is very well done and is a great way to get young children introduced to the library.

Bookkeeper Update, *Amy Shipley*

Today, June 20th is Megan Hayes first day. Both the May and June financials will be ready for the July Finance Committee meeting. Amy will have weekly check-ins with Megan. Amy's goal is radical transparency. Carolyn thanked Amy for starting to put together a really well-organized system for documenting checks.

Audit Update, Amy Shipley

The new auditor is on board. Enid signed an engagement letter with them last month. The auditor will present the audit to the Board at August Board meeting. The audit will be presented to the state by the end of September. Amy will request an extension at the end of July for this year. Enid thanked Amy and Carolyn for keeping on top of things when we didn't have a bookkeeper.

FAMLI Update, Amy Update

The plan doesn't take effect until 2024 with 2023 being the first contribution year. A decision must be made by December. Amy will get staff feedback and will continue to keep the Board updated. Amy will investigate further to make sure FAMLI covers everything disability covers and more.

2023 Budget Timeline, Carolyn Kane and Amy Shipley

A copy of the timeline is included in the packet. Carolyn explained how they set the timeline and framework for the budget. Managers were asked to look at their budgets and the Library budget as a whole. The first draft will be presented to the Board in July. Eagle and Pitkin County assessor's offices may present at the August Board meeting to talk about the impact the state legislative bills will have and also to provide a broad idea of what we can expect in terms of funding for 2023. September 19th, the final draft of the budget will be presented to the Board with minor adjustments being made until December. The public budget hearing will need to be scheduled for November. After the budget hearing we should be able to finalize the budget. This timeline will allow time to adjust if needed.

Strategic Plan Activity, Amy Shipley

Amy guided the Board members through each of the five goals in the strategic plan to determine if all or parts of each goal is still valid and which may need to be re-evaluated. Amy, also, did this activity with the staff management team and will do the activity with full staff at next staff meeting.

Director's Report, Amy Shipley

Additional items not included in the written Director report.

- Amy will be attending Chamber of Commerce state of the state at TACAW tomorrow morning and will be attending the July and August Board meetings on Zoom.
- Roof Update: The attorney is still working on our behalf and has sent out a notice of warranty claim. The attorney filled out a warranty claim with DOW. Both the Facilities and Finance Committees discussed the roof at length. We should do as much brainstorming as we can right now in regard to funding of the roof replacement and what type of roof we want. It was noted that the solar panels are nearing the end of useful life. Amy will meet with Holy Cross and Core to see what solar looks like now. Carolyn, Jim and Amy will meet with the town engineer and their finance manager to learn more about funding the roof replacement.

Committee Reports:

- Bylaws Committee: *Carolyn Kane, chair*
 - Carolyn asked to not have a Bylaws Committee meeting this summer as there is nothing urgent at this time. The Board agreed.
- Facilities Committee: *Jim Albert, chair*
 - Amy covered this in her report

- Finance Committee: *Carolyn Kane, chair*
 - The Committee discussed computer replacements. Public laptops haven't been checked out much yet. These replacements can be slower. Amy is still investigating and will let the committee know how many public laptops will be replaced this year.
- Personnel Committee: *Enid Ritchy, chair*
 - Becky will be on the committee with Enid. They will begin the Director evaluation process with Amy and will need to meet in early July.
- Policy Committee: *Becky Musselman, chair*
 - They have been meeting and have two action items on the agenda. One is a new Donations and Gifts Policy. Open to feedback. Becky reviewed and explained the policy.
 - The Patron Behavior Policy has been entirely revamped. The new version is tweaked in a more positive, welcoming approach of do this rather than you can't do this.
 - The Committee will meet this Thursday, June 23rd at 10 AM.

Discussion and possible vote on Donation Policy, *Becky Musselman*

Jim moved to accept the Donations and Gift policy as explained and written. Becky seconded the motion. The motion carried unanimously.

Discussion and possible vote on Patron Behavior Policy, *Becky Musselman*

Jim moved to accept the revised Basalt Regional Library Patron Behavior Policy. Carolyn seconded the motion. The motion carried unanimously.

Adjourn Meeting

Becky moved and Jim seconded the motion to adjourn. Enid adjourned the meeting at 7:35 pm.

Respectfully Submitted,

Margaret Simmons, Secretary

Date

Director Report

July 18, 2022

Administration and Personnel

We hired a new Spanish Language Outreach Coordinator, and she will begin working on Wednesday, July 13. We are excited to begin reaching out to our Spanish-speaking community again. We also promoted within to hire a new Teen Librarian. We are excited to see what new teen programs and services she develops! One of the most common suggestions I heard upon starting work at the Library was that the physical division between the staff side of the building and the youth services side of the building caused a real division between employees. To resolve this, I have moved all staff offices to the staff side of the building by creatively reusing space to create staff workspace. We have a little more work to do, but soon we will have all 18 staff working on the staff side of the building, and the old youth services office will become a meeting space for staff and a supervised teen study room. I have been working with the Cataloging Librarian and the Patron Services Manager to divide responsibilities between the Patron Services department and the Technical Services department to ensure our database records are complete and accurate. I will be training them how to run queries on the database and run updates to clean up records. Staff continue the internet security training provided by Marmot.

Reports to State Agencies

We have filed an extension for our 2021 audit with the State of Colorado. We must submit our final audit to the State by September 30, 2022 if our extension request is approved.

Board

This month we worked with the Pitkin County Board of County Commissioners to schedule interviews of candidates for the Pitkin County opening on our Board of Trustees. We conducted an interview on Thursday, July 7, and we hope to have a new Trustee in time for the July Board of Trustees meeting.

Finances

The auditors completed their site work on Wednesday, June 30, 2022, and will likely present the audit to the Board at the August 15, 2022 Board of Trustees meeting. I have completed onboarding our new Finance Manager, and she is working through payables for May and June as well as helping us get more workflows figured out to ensure our practices are transparent. We processed our first set of payments using Bill.com, and we have paid our first credit card bill with our new account at Divvy.

Organizational Management

I continue to meet with various stakeholders to determine whether our strategic plan is still accurate and complete. This coming month I will be doing mid-year check-ins with staff on their annual goals to help them continue to progress toward successful completion of their goals.

Collection

We had a visit from our sales representative from Ingram, the vendor we purchase most of our books from, and she is going to help us streamline our accounts so that we get fewer invoices and fewer, but larger, shipments of books.

Programs

The BRLD is especially pleased to have participated in two new community events: Ride the Rockies and the Glenwood Springs Pride Festival. Basalt was a Ride the Rockies stopover and the library offered a special Date Night & a Movie, at which we served a carb-heavy dinner of macaroni and cheese and

coleslaw from Home Team BBQ. We also presented the movie, Breaking Away. This even was open to the public and to riders, who were well-represented. The Pitkin County Library invited BRLD to set up a table at Glenwood's first ever Pride Event, and we responded by being present to give away books, free water bottles, and a coloring activity. Summer reading log submissions are well above where they were at this point last year and the year prior. We have had 4 of our summer reading program performances so far, and each one has received positive feedback from patrons. All of the programs were interactive and included the audience in their performance, which made them extra fun for all who attended. Baby gym continues to be a popular program. Numerous patrons have expressed their gratitude for this program, and it has created a community for parents and caregivers.

Technology

Staff updated the way the lobby marketing kiosk displays our posters for upcoming events, and we took down the paper posters from our windows. The new display on the Kiosk is much more informative and eye catching than the old display and we hope it will contribute to a cleaner, more streamlined look to our lobby. We have ordered computer replacements for this year, and expect them to be installed in the next few months.

Facility

The Board and I continue to brainstorm ways to resolve the need to replace our roof. We have continued working on replacing light bulbs, ballasts, and light fixtures throughout the building. All carpets in the building have been cleaned this year. Next, we will begin accepting bids for twice-annual window cleaning. I am seeking bids to clean the outside twice per year and the inside once per year. Staining the exterior wood of the building will begin sometime in August. The outdoor bench against the east wall of the building has been sanded and stained, and we will soon be replacing the wood on the two benches near the lawn on the east side of the building.

Community Relations

I attended the Chamber of Commerce State of the State Business Briefing and learned how our local workforce has changed over the past few years. I also met with representatives from the Town of Basalt regarding our roof project. Through our partnership with Harvest for Hunger, we distributed 272 pounds of rescued food in June.

Fundraising

This month we submitted the funding request to the State of Colorado to fund electric vehicle charging stations.

Leadership and Professional Development

During June I received 10 requests for training to attend CALCON. The District can send three people, and we'll be sending the Youth Services Manager, the Community Engagement Coordinator, and a Patron Services Associate. We also provided training for staff on Fentanyl test strips.

June 17 – Amy & Carolyn Mtg with Todd Snidow of Stifel Investments

Possible strategies for financing roof & solar panel replacement:

a) C-O-P (Certificate of Participation) – governments devised COPs as an innovative financing strategy to limit costs. You need an “essential asset” (i.e., library building) and secure financing from a bond underwriter or a bank. Make payments on the bank lease over time to cover costs of repair/replacement. It’s a short term, low-interest loan.

b) In 2023, when mill levy supplement is due to expire, go to voters.

Ask for Operational Mill Supplement funding for Operations + Maintenance costs over time.

(For example: rollover our existing \$350,000 + \$200,000 annually to replace our current annual bond payments (which are now about \$850,000 annually). Represents a money savings for taxpayers and allows us to collect funds to pay for future expenses (for both Operations and Maintenance.)

With Strategy “b” it may be possible to replenish Capital Reserve funds without taking out a C-O-P or a bond. Wait (till after ballot measure passes) and pay for roof with cash.

June 30 – Amy, Carolyn & Jim Meeting with Catherine Christoff (Basalt Town Engineer) and Christy Chicoine (Basalt Town Finance Dir.)

Catherine (Engineer):

a) Enlist an Owner’s Rep – an owner’s rep is an advocate responsible for representing the Owner’s interests throughout all project phases – *particularly helpful for projects where the Owner has limited knowledge of design & construction, or lacks the time and resources in-house to effectively fill this role.*

b) Talk to the original architect (Michael Hassig) and get a set of original plans. – Step 1.

c) Talk to an architect (original architect or another architect) to make sure the building’s inner structure hasn’t been damaged by water leaks.

d) Talk to Holy Cross or C.O.R.E. re: solar panel updates – we want to get the best design possible. It is likely the original solar panels are outdated and we won’t want to reinstall them.

We want to get “the best” and to avoid problems with faulty installation.

How do we make sure the RFP includes everything we need?

Cath: architect and attorney (and Owner’s rep)

Christy (Finance Dir.):

a) We have 3 financing options:

1- Pay for roof out of our current fund balance

2- C-O-P (Get a Prepayment Clause with the COP)

3- Wait till we go to voters

b) Other considerations with a C-O-P:

-COP is not a bond, you don’t have to go to the voters for approval.

-The Library doesn’t generate money, so we can’t repay with earned money. The Library would lease the whole property to repay cost of the roof. Bond underwriters (or a local bank) bid on amount of loan.

(If the amount we're borrowing is less than \$10 million, it can be tax-exempt.)

-Regs are changing. If we act soon(ish) we may get under the wire for a 5-year repay for a COP with low interest.

c) Downsides to COP:

Legal questions re: ownership.

Title – can the Library retain title with a COP?

Pro-TABOR population aren't fans of COPs

There will be closing costs.

Timing:

We will need to figure out the Real Cost (real numbers) first and then put in a contingency amount (add 30% if we don't have a bid; or 15% if we have a bid on the project.)

WHAT THIS MEANS –

Task 1 is to figure out all aspects of our new roof design and what the design + installer + (+owner's rep) will cost. Build in a contingency amount.

Task 2 is to send out an RFP to contractors. We need to be aware that the longer we delay the project the higher our costs will rise.

Task 3 is to secure funding. We can't ask for funding until we can know the cost of the project.

Director Report July 18, 2022 Board Meeting

June 2022/June 2021 Comparisons

- **Circulation of physical materials:** Down 7.15%
 - June 2022 Total: 7888
 - June 2021 Total: 8495

- **Circulation of Electronic Materials:** Up 13.36%
 - June 2022 Total: 3013
 - June 2021 Total: 2658

- **Program Attendance:**
 - In Person:** Up 7.08%
 - June 2022 Total: 1270
 - June 2021 Total: 1186
 - Live Virtual Programming:** Down 100%
 - June 2022 Total: 0
 - June 2021 Total: 44
 - Recorded Virtual Programming:** Down 100%
 - June 2022 total: 0
 - June 2021 Total: 12
 - Grab n Go Programming:** Down 44.44%
 - June 2022 Total: 20
 - June 2021 Total: 36

- **Database Usage:** Down 54.47%
 - June 2022 Total: 234
 - June 2021 Total: 514

The incorrect Wall Street Journal statistics (included in database totals) that were provided for the past two years have been corrected.

- **Interlibrary Loan**

We continue to lend significantly more than we borrow.

 - Lends
 - Down 25.09%
 - June 2022 Total: 1980
 - June 2021 Total: 2643
 - Borrows
 - Down 29.38%
 - June 2022 Total: 673
 - June 2021 Total: 953

- **New Patrons:** Up 34.38%
 - June 2022 Total: 129
 - June 2021 Total: 96

- **Website**
 - **Unique Visits:** Up 3.77%
 - June 2022 Total: 5308
 - June 2021 Total: 5115
 - **Page Views:** Down 6.19%
 - June 2022 Total: 9648
 - June 2021 Total: 10285
 - **Chat:** Down 37.14%
 - June 2022 Total: 44
 - June 2021 Total: 70

- **Door Counts:** Up 20.26%
 - June 2022 Total: 8187
 - June 2021 Total: 6808

- **PC Reservation (Computer Use):** Up 19.14%
 - June 2022 Total: 417
 - June 2021 Total: 350

- **Wi-fi:** Up 30.08%
 - June 2022 Total: 3131
 - June 2021 Total: 2407

July 8, 2022

Basalt Regional Library District

June Financial Report Summary

Since Financials are a snapshot in time, I did not prepare May Financials as they are already out of date.

Here is a summary of what I consider the key financial matters in this month's report:

Balance Sheet

Cash accounts all look good, consistent with prior month.

As with April Financials, the Balance Sheet is "Not in Balance". I will be working with the Auditor's on 2021 adjustments that will have an effect on this report. We should have everything reconciled by the July meeting.

Profit & Loss Statements

General Fund:

Line items that have exceeded their budget have been highlighted. Overall, revenues are pacing to exceed the budget and expenses are pacing on track, with a slight favorability through June.

Bond Fund / Capital Fund:

There was no unusual activity in these funds.

Meghan Hayes

Basalt Regional Library District
Balance Sheet
as of June 30, 2022

	General Operating Fund	Bond Repayment Fund	Capital Reserve Fund	Total Balance
ASSETS				
Current Assets				
Cash in Banks				
Alpine Bank #0127	\$ 345,285.34	\$ -	\$ -	\$ 345,285.34
Colo Trust - Bond Repayment #8002	(278,221.19)	1,464,645.11	-	1,186,423.92
Colo Trust - Tabor Reserve #8003	51,538.72	-	-	51,538.72
Colo Trust - Operating Fund #8004	2,090,414.53	-	-	2,090,414.53
Colo Trust - Capital Rsv Fund #8005	3,442.49	-	652,936.29	656,378.78
Total Current Assets	\$ 2,212,459.89	\$ 1,464,645.11	\$ 652,936.29	\$ 4,330,041.29
Fixed Assets				
Land	\$ 1,319,613.00	\$ -	\$ -	\$ 1,319,613.00
Books	1,609,988.88	-	-	1,609,988.88
Equipment and Fixtures	317,222.40	-	-	317,222.40
Building	10,770,171.77	-	-	10,770,171.77
Less Accumulated Depreciation	(3,541,286.28)	-	-	(3,541,286.28)
	\$ 10,475,709.77	\$ -	\$ -	\$ 10,475,709.77
Other Assets				
Cash with County Treasurer	\$ 8,083.84	\$ -	\$ -	\$ 8,083.84
Employee Ski Pass Repayment Program	-	-	-	-
Prepaid Expense	661.50	-	-	661.50
Property Tax Receivable	989,348.15	-	-	989,348.15
	\$ 998,093.49	\$ -	\$ -	\$ 998,093.49
TOTAL ASSETS	\$ 13,686,263.15	\$ 1,464,645.11	\$ 652,936.29	\$ 15,803,844.55
LIABILITIES				
Current Liabilities				
Accounts Payable	\$ 5,101.44	\$ -	\$ -	\$ 5,101.44
Other Current Liab				
Accrued Expenses	17,962.50	-	-	17,962.50
Accrued Vacation	51,558.69	-	-	51,558.69
Deferred Grant	-	-	-	-
Deferred Property Tax	989,348.15	-	-	989,348.15
Payroll Liabilities	(651.17)	-	-	(651.17)
Wages Payable	21,448.10	-	-	21,448.10
Total Other Current Liab	\$ 1,079,666.27	\$ -	\$ -	\$ 1,079,666.27
Long Term Liabilities				
Bonds Payable, 2012	\$ 4,030,000.00	\$ -	\$ -	\$ 4,030,000.00
Total Long Term Liabilities	\$ 4,030,000.00	\$ -	\$ -	\$ 4,030,000.00
Total Liabilities	\$ 5,114,767.71	\$ -	\$ -	\$ 5,114,767.71
Fund Balance - of 1/1/22				
Investment in Capital Assets	\$ 6,445,709.77	\$ -	\$ -	\$ 6,445,709.77
General Operating Fund	\$ 1,612,025.07	\$ -	\$ -	\$ 1,612,025.07
Restricted for Emergencies - Tabor Fund	49,856.45	-	-	49,856.45
Debt Repayment Fund	-	799,714.98	-	799,714.98
Less Bond Principle Payment	-	-	-	-
Capital Reserve Fund	-	-	654,861.20	654,861.20
Total Fund Balance	1,661,881.52	799,714.98	654,861.20	3,116,457.70
Fund Revenue/Expenditures				
Current Year-to-Date Revenue	\$ 1,288,941.04	\$ 740,943.48	\$ 1,544.05	\$ 2,031,428.57
Current Year-to-Date Expenditures	779,371.82	76,013.35	3,468.96	858,854.13
Net Current Year	509,569.22	664,930.13	(1,924.91)	1,172,574.44
Total Fund Balance - as of 6/30/22	2,171,450.74	1,464,645.11	652,936.29	4,289,032.14
Total Liabilities and Fund Balance	\$ 13,731,928.22	\$ 1,464,645.11	\$ 652,936.29	\$ 15,849,509.62
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Basalt Regional Library District
Balance Sheet
as of June 30, 2022

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**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

		June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
General Operating Fund Balance 1/1/22 (Includes Tabor Reserve)			1,661,881.52			1,661,881.52			
General Fund:									
4005	General Operating Mill Levy								
4010	Eagle County	84,986.62	561,192.14	497,621.19	435,893.54	708,773.98	(147,581.84)	79.18%	629,697.13
4020	Pitkin County	57,810.89	364,166.91	365,561.69	342,690.18	503,229.82	(139,062.91)	72.37%	482,301.24
4030	Mill Levy Increase	41,197.90	267,445.24	271,801.92	247,662.15	350,000.00	(82,554.76)	76.41%	350,277.54
4040	Tax Abatement - Prior Year	-	-	40,413.68	20,031.42	-	-	0.00%	52,082.06
	Total General Operating Mill Levy	183,995.41	1,192,804.29	1,175,398.48	1,046,277.29	1,562,003.80	(369,199.51)	76.36%	1,514,357.97
4100	MVSO - General Operating								
4110	Eagle County	6,753.49	37,749.46	38,391.03	31,404.39	70,000.00	(32,250.54)	53.93%	79,260.21
4120	Pitkin County	3,003.40	18,224.03	18,858.85	15,434.96	40,000.00	(21,775.97)	45.56%	40,555.50
	Total MVSO - General Operating	9,756.89	55,973.49	57,249.88	46,839.35	110,000.00	(54,026.51)	50.88%	119,815.71
4200	Fines & Fees								
4205	Coffee Purchase	26.00	194.82	18.00	89.90	100.00	94.82	194.82%	315.40
4210	Copies	379.59	2,093.21	850.74	1,289.45	3,500.00	(1,406.79)	59.81%	4,130.15
4215	Earbuds	2.00	20.00	22.00	26.00	50.00	(30.00)	40.00%	45.00
4220	Faxing	22.00	224.60	45.00	86.17	200.00	24.60	112.30%	215.78
4230	Fines	99.33	416.25	1,167.19	2,077.98	1,500.00	(1,083.75)	27.75%	1,450.34
4240	Guest Passes	-	-	-	10.00	-	-	0.00%	-
4250	Meeting Room Rental	125.00	513.97	-	300.00	1,000.00	(486.03)	51.40%	637.50
4255	Reading Glasses	2.00	23.55	-	-	-	23.55	0.00%	-
4260	Replacement Books	41.93	617.67	694.99	208.69	1,000.00	(382.33)	61.77%	1,522.62
4270	Replacement Library Cards	-	-	47.70	21.00	100.00	(100.00)	0.00%	81.70
4280	Test Proctoring	-	-	-	10.00	50.00	(50.00)	0.00%	-
4285	Health Insurance Dividend - CEBT	-	-	7,605.00	-	-	-	0.00%	7,605.00
4290	Holy Cross Deposit Return/Member Equity	-	89.93	24.29	68.13	30.00	59.93	299.77%	96.19
	Total Fines & Fees	697.85	4,194.00	10,474.91	4,187.32	7,530.00	(3,336.00)	55.70%	16,099.68
4300	Earnings on investments								
4310	Colotrust Int Op Acct	2,033.83	4,594.73	686.31	8,854.97	1,000.00	3,594.73	459.47%	1,034.69
4320	Mill Levy Interest	508.58	597.03	129.23	(529.22)	2,000.00	(1,402.97)	29.85%	4,545.55
	Total Earnings on investments	2,542.41	5,191.76	815.54	8,325.75	3,000.00	2,191.76	173.06%	5,580.24

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

		June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
4400	Contributions *see detail								
4410	General Operating Contributions	561.30	2,061.27	1,849.77	4,683.52	15,000.00	(12,938.73)	13.74%	9,007.23
4412	Special Programs	-	1,100.00	4,625.00	-	3,500.00	(2,400.00)	31.43%	4,645.00
	Total Contributions	561.30	3,161.27	6,474.77	4,683.52	18,500.00	(15,338.73)	17.09%	13,652.23
4500	Grants - Non-Restricted								
4505	Grants - General Operating Grants	-	-	-	3,425.00	30,000.00	(30,000.00)	0.00%	11,300.00
4510.01	Colo Spec District - COVID-19	-	-	2,850.00	-	-	-	0.00%	2,850.00
	Total Grants - Non-Restricted	-	-	2,850.00	3,425.00	30,000.00	-	0.00%	14,150.00
4600	Grants - Restricted								
4602	Restricted - Library Foundation	1,079.98	1,250.31	10,813.83	1,417.71	5,000.00	(3,749.69)	25.01%	15,644.32
4603	Restricted - American Library Association	-	10,000.00	-	-	-	10,000.00	0.00%	-
4604	Restricted - Library Friends	-	2,422.92	3,677.56	-	5,000.00	(2,577.08)	48.46%	8,925.58
4606	Restricted - State of Colorado Grant	1,482.57	5,943.00	4,820.00	5,822.00	5,600.00	343.00	106.13%	4,820.00
4610	Restricted - Legends Event	-	-	75.00	-	-	-	0.00%	75.00
4620.1	Restricted - Association of Science	-	7,000.00	-	-	-	7,000.00	0.00%	-
4620.1	Restricted - Rotary Grant	-	1,000.00	-	-	-	-	0.00%	-
4620	Restricted - Cares Grant - Tmobile Data	-	-	4,021.50	-	-	-	0.00%	4,021.50
4620	Restricted - Cares Grant - TOB Art Camp	-	-	750.00	-	-	-	0.00%	1,500.00
4620	Restricted - LSTA Grant	-	-	-	-	-	-	0.00%	2,759.18
	Total Restriced Fund Income - Foundation/Friends	2,562.55	27,616.23	24,157.89	7,239.71	15,600.00	7,000.00	177.03%	37,745.58
	Total Income	200,116.41	1,288,941.04	1,277,421.47	1,120,977.94	1,746,633.80	(432,708.99)	73.80%	1,721,401.41
	Operating expenses								
5000	Administration								
5005	Contract Services								
5010	Accounting	111.00	9,176.60	6,096.25	6,057.50	13,000.00	(3,823.40)	70.59%	13,456.25
5020	Audit - Annual	-	-	-	-	8,900.00	(8,900.00)	0.00%	8,900.00
5030	Courier	-	-	-	-	13,000.00	(13,000.00)	0.00%	12,261.98
5040	Legal	-	816.00	1,904.50	1,753.50	2,500.00	(1,684.00)	32.64%	2,652.50
	Total Contract Services	111.00	9,992.60	8,000.75	7,811.00	37,400.00	(27,407.40)	26.72%	37,270.73

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

		June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
5100	Insurance								
5110	Property & Liability Insur	-	-	127.00	(94.00)	21,500.00	(21,500.00)	0.00%	22,172.00
5120	Worker's compensation	-	176.00	(54.00)	-	2,200.00	(2,024.00)	8.00%	1,433.00
	Total Insurance	-	176.00	73.00	(94.00)	23,700.00	(23,524.00)	0.74%	23,605.00
5210	Postage & Shipping	-	42.56	42.45	7.93	1,000.00	(957.44)	4.26%	528.49
5220	Professional Dev. & Memberships								
5230	Board	-	-	349.00	-	700.00	(700.00)	0.00%	674.08
5235	Employment Council	-	-	-	-	3,300.00	(3,300.00)	0.00%	3,300.00
5240	Library Association Dues	-	595.00	79.00	-	1,000.00	(405.00)	59.50%	429.00
5250	Spec District Ass'n Due	-	1,480.73	919.89	932.94	1,000.00	480.73	148.07%	919.89
5260	Staff	207.12	4,875.67	2,942.28	2,391.99	9,500.00	(4,624.33)	51.32%	6,813.52
5270	Travel expenses	(473.87)	4,915.06	696.11	-	4,000.00	915.06	122.88%	2,539.47
	Total Professional Dev. & Memberships	(266.75)	11,866.46	4,986.28	3,324.93	19,500.00	(7,633.54)	60.85%	14,675.96
5280	Publicity								
5290	Advertising - General	-	223.43	4,363.18	930.42	5,000.00	(4,776.57)	4.47%	4,693.16
5283	Anniversary Celebration	2,690.00	4,753.89	760.85	5,095.86	10,000.00	(5,246.11)	47.54%	5,040.26
5284	Developmental	-	-	439.98	-	-	-	0.00%	455.88
5285	Radio	-	10,354.00	10,225.00	9,616.00	15,000.00	(4,646.00)	69.03%	13,500.00
5293	Signage	-	24.51	154.64	-	1,000.00	(975.49)	2.45%	281.38
5295	Social Media Ads	-	159.96	634.82	486.76	1,500.00	(1,340.04)	10.66%	936.05
5297	Targeted Newspaper Ads	-	2,096.04	968.72	-	4,500.00	(2,403.96)	46.58%	3,398.08
	Total Publicity	2,690.00	17,611.83	17,547.19	16,129.04	37,000.00	(19,388.17)	47.60%	28,304.81
5300	Supplies								
5310	Office Supplies	252.55	4,021.83	4,847.38	3,809.31	8,000.00	(3,978.17)	50.27%	11,055.19
5320	Technical Cataloging & Service	272.25	2,444.67	3,632.38	1,964.89	6,500.00	(4,055.33)	37.61%	6,659.75
	Total Supplies	524.80	6,466.50	8,479.76	5,774.20	14,500.00	(8,033.50)	44.60%	17,714.94
5350	Treasurer's fees								
5360	Eagle fees	3,291.85	21,862.44	20,325.32	17,501.82	35,438.70	(13,576.26)	61.69%	25,779.53
5370	Pitkin fees	3,537.46	23,161.91	21,611.39	20,291.44	31,000.00	(7,838.09)	74.72%	28,564.76
	Total Treasurer's fees	6,829.31	45,024.35	41,936.71	37,793.26	66,438.70	(21,414.35)	67.77%	54,344.29
	Total Administration	9,888.36	91,180.30	81,066.14	70,746.36	199,538.70	(108,358.40)	45.70%	176,444.22

Prepare for Internal Use Only

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

		June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
5400	Facility Expenses								
5410	Janitorial	4,166.25	21,191.25	22,191.25	17,421.00	49,995.00	(28,803.75)	42.39%	49,995.00
5420	Janitorial Supplies	-	2,028.71	746.29	4,403.32	6,000.00	(3,971.29)	33.81%	4,342.06
5430	Landscaping	-	9,439.02	9,417.22	3,419.03	10,000.00	(560.98)	94.39%	9,472.41
5440	Maintenance *Detailed List Attached	1,963.65	34,634.17	14,650.49	12,872.55	24,000.00	10,634.17	144.31%	27,772.62
5450	Mat Cleaning	69.06	447.23	603.69	451.27	850.00	(402.77)	52.62%	1,007.37
5460	Snow Removal	-	1,084.75	-	-	4,620.00	(3,535.25)	23.48%	4,620.00
	Total Facility Expenses (Maintenance)	6,198.96	68,825.13	47,608.94	38,567.17	95,465.00	(26,639.87)	72.09%	97,209.46
5500	Utilities								
5510	Electric	-	3,869.88	2,561.11	3,416.60	13,900.00	(10,030.12)	27.84%	6,274.45
5515	Compost Collection System	-	105.00	385.00	303.50	800.00	(695.00)	13.13%	495.00
5520	Gas	-	7,608.67	4,835.80	4,594.44	8,755.00	(1,146.33)	86.91%	7,499.77
5575	Hot Spots	-	3,581.00	4,515.71	-	9,000.00	-	39.79%	-
5530	Internet Connectivity	306.20	873.96	535.30	823.80	4,800.00	(3,926.04)	18.21%	3,443.38
5540	Sanitation	-	1,660.56	1,495.56	1,386.00	3,110.00	(1,449.44)	53.39%	2,991.12
5550	Telephone	474.52	2,917.22	3,946.20	3,446.76	7,800.00	(4,882.78)	37.40%	7,515.19
5560	Trash	657.80	3,592.33	2,824.03	2,716.83	5,760.00	(2,167.67)	62.37%	5,788.18
5570	Water	-	730.28	1,883.52	1,702.70	4,410.00	(3,679.72)	16.56%	4,443.36
	Total Utilities	1,438.52	24,938.90	22,982.23	18,390.63	58,335.00	(27,977.10)	42.75%	38,450.45
	Total Facility Expenses	7,637.48	93,764.03	70,591.17	56,957.80	153,800.00	(54,616.97)	60.96%	135,659.91
5600	Library Programs								
5610	Adult Program	218.00	4,525.17	3,969.96	41.58	9,000.00	(4,474.83)	50.28%	9,117.42
5612	Adult Materials	211.32	813.67	-	-	1,000.00	(186.33)	81.37%	-
5615	Art	-	-	-	271.40	-	-	0.00%	-
5620	Children's	-	5,016.13	3,796.62	1,689.98	5,000.00	16.13	100.32%	4,205.88
5625	Children's Materials	-	895.00	1,529.03	684.41	3,000.00	(2,105.00)	29.83%	1,917.31
5630	Community	-	-	-	84.18	-	-	0.00%	-
5634	Liquor License	-	-	-	77.00	375.00	(375.00)	0.00%	258.25
5640	Music	1,575.00	6,764.72	7,382.35	1,277.00	13,750.00	(6,985.28)	49.20%	12,821.88
5650	Spanish Language	-	278.28	309.08	264.69	3,000.00	(2,721.72)	9.28%	3,156.40
5635	Volunteers	-	86.51	-	68.00	550.00	(463.49)	15.73%	-
5660	Teens	-	3,614.37	2,804.84	2,777.97	6,000.00	(2,385.63)	60.24%	5,984.78
5675	Next Gen / Millennials	-	-	388.83	227.00	-	-	0.00%	1,061.37
	Total Library Programs	2,004.32	21,993.85	20,180.71	7,463.21	41,675.00	(19,681.15)	52.77%	38,523.29

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

			June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
5700	Technology & Equipment									
5710	Copiers & Equipment									
5730	Lease		104.31	2,135.52	1,920.41	2,219.54	3,900.00	(1,764.48)	54.76%	3,530.14
5740	Service Agreement / Copy Usage		-	2,071.80	2,179.88	2,498.68	5,000.00	(2,928.20)	41.44%	3,992.06
5750	Disk Cleaning		226.01	503.00	-	241.95	2,000.00	(1,497.00)	25.15%	402.47
	Total Copiers & Equipment		330.32	4,710.32	4,100.29	4,960.17	10,900.00	(6,189.68)	43.21%	7,924.67
5760	Marmot ILS System		-	47,093.50	46,784.60	46,735.03	97,000.00	(49,906.50)	48.55%	92,104.85
5770	Miscellaneous Parts		21.27	1,064.02	1,672.96	1,188.98	2,000.00	(935.98)	53.20%	2,229.24
5780	Support & Service Agreements									
5782	Adobe		-	824.71	-	-	972.00	(147.29)	84.85%	-
5784	Appointment Booking		-	50.00	-	-	120.00	(70.00)	41.67%	-
5793	Canva		-	-	-	-	120.00	(120.00)	0.00%	119.40
5827	Creative Bug		-	-	950.00	-	-	-	0.00%	-
5788	Domain / Network Solutions		-	151.94	-	-	230.00	(78.06)	66.06%	-
5795	Emma		661.50	661.50	2,310.00	1,252.56	1,500.00	(838.50)	44.10%	2,310.00
5800	Envisionware		-	1,257.00	-	-	-	1,257.00	0.00%	-
5802	Google Cloud G Suite		-	751.26	516.21	720.00	1,650.00	(898.74)	45.53%	1,249.30
5830	Livechat Website		-	-	-	252.50	192.00	(192.00)	0.00%	-
5835	Movie License		-	-	-	-	495.00	(495.00)	0.00%	-
5820	Planning Center / Tockify		-	40.00	124.00	191.94	264.00	(224.00)	15.15%	256.00
5824	Scheduling / When I Work		-	200.00	-	-	500.00	(300.00)	40.00%	-
5822	Prezi		-	-	-	-	-	-	0.00%	-
5825	Webpage Builder		-	89.00	270.94	-	330.00	(241.00)	26.97%	826.91
5828	Zoom		-	324.40	-	-	170.00	154.40	190.82%	-
	Total Support & Service Agreements		661.50	4,349.81	4,171.15	2,417.00	6,543.00	(1,975.90)	66.48%	4,761.61
5830	Tech Labor & Repair		-	-	-	252.50	2,000.00	(2,000.00)	0.00%	352.00
	Total Technology		1,013.09	57,217.65	56,729.00	55,553.68	118,443.00	(61,008.06)	48.31%	107,372.37

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

			June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
5900	Collections									
5910	Audio									
5920		Adult BCD	-	1,364.38	4,086.45	2,909.87	4,500.00	(3,135.62)	30.32%	4,864.59
5922		Spanish Audio Adult	-	-	-	-	750.00	(750.00)	0.00%	-
5924		Spanish Audio Youth	-	-	-	-	500.00	(500.00)	0.00%	-
5930		Youth Audio	-	228.06	802.35	1,179.77	2,200.00	(1,971.94)	10.37%	927.33
		Total Audio	-	1,592.44	4,888.80	4,089.64	7,950.00	(6,357.56)	20.03%	5,791.92
6000	Books & Magazines									
6010		Adult fiction books	94.95	4,794.72	6,374.89	5,597.09	12,000.00	(7,205.28)	39.96%	10,811.60
6020		Adult non-fiction books	60.85	4,553.96	5,625.17	4,473.46	12,000.00	(7,446.04)	37.95%	10,564.62
6025		Board Games	-	-	-	-	500.00	-	0.00%	-
6030		Juvenile Fiction	-	2,023.17	2,560.03	3,200.16	7,000.00	(4,976.83)	28.90%	6,981.79
6040		Juvenile Non-Fiction	-	1,001.82	376.94	1,092.77	3,000.00	(1,998.18)	33.39%	1,568.56
6045		Large Print	-	953.97	914.13	862.28	2,000.00	(1,046.03)	47.70%	1,320.25
6050		Print Subscriptions	-	3,626.12	4,555.89	6,774.60	5,250.00	(1,623.88)	69.07%	3,009.59
6055		Replacement Books - Purchased	65.28	380.01	518.72	308.15	300.00	80.01	126.67%	1,034.09
6060		Spanish Adult fiction	104.67	295.47	697.50	683.35	2,000.00	(1,704.53)	14.77%	710.28
6070		Spanish adult non-fiction	-	408.70	14.74	641.79	1,000.00	(591.30)	40.87%	1,095.44
6080		Spanish children's books	94.78	1,043.75	1,717.84	1,330.72	4,500.00	(3,456.25)	23.19%	2,086.32
6100		YA Fiction	58.40	2,522.92	3,046.18	1,585.49	5,400.00	(2,877.08)	46.72%	4,558.83
6110		YA Non-Fiction	-	447.47	595.25	281.29	1,100.00	(652.53)	40.68%	1,041.88
6120		Special Items	-	-	982.65	65.97	1,600.00	(1,600.00)	0.00%	982.65
		Total Books	478.93	22,052.08	27,979.93	26,897.12	57,650.00	(35,097.92)	38.25%	45,765.90
6200	Digital Resources									
6210	Annual Subscriptions									
6220		Ancestry.com	-	-	-	1,752.19	1,840.00	(1,840.00)	0.00%	-
6230		Culturegrams	-	1,325.94	1,752.19	-	1,840.00	(514.06)	72.06%	1,752.19
6235		Creative Bug	-	-	950.00	-	1,000.00	(1,000.00)	0.00%	950.00
6240		Ency Britannica	-	-	-	-	-	-	0.00%	494.70
6245		Gale Student Resources	-	-	-	-	1,475.00	(1,475.00)	0.00%	1,473.90
6250		Gale Public	35.00	35.00	-	-	2,205.00	(2,170.00)	1.59%	2,003.05
6253		Learning Express Library	-	-	2,660.00	-	2,800.00	(2,800.00)	0.00%	2,660.00
6255		Lynda Database	-	-	-	-	-	-	0.00%	-
6270		Mango Languages	-	-	3,729.21	2,367.75	3,990.00	(3,990.00)	0.00%	3,729.21

Prepare for Internal Use Only

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

			June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
6275		New York Times	-	-	100.00	1,424.80	100.00	(100.00)	0.00%	100.00
6280		Tumblebooks	-	-	-	-	665.00	(665.00)	0.00%	1,259.06
6285		Wallstreet Journal	-	-	432.29	-	465.00	(465.00)	0.00%	432.29
6295		Pebble Go	-	1,679.07	-	-	-	1,679.07	0.00%	-
6300		Downloadable Titles	-	-	-	-	-	-	0.00%	-
6305		Kanopy	-	-	421.00	-	6,000.00	(6,000.00)	0.00%	421.00
6308		OCLC World Share	-	-	-	-	1,100.00	(1,100.00)	0.00%	1,072.01
6320		Overdrive	-	4,330.41	11,326.57	10,167.22	17,000.00	(12,669.59)	25.47%	15,182.15
6330		RB Digital	-	-	584.65	2,179.99	-	-	0.00%	584.65
		Total Digital Resources	35.00	7,370.42	21,955.91	17,891.95	40,480.00	(33,109.58)	18.21%	32,114.21
6400		Media								
6410		Adult Music	-	-	-	-	300.00	(300.00)	0.00%	24.95
6420		Juvenile Music	-	89.16	-	-	200.00	(110.84)	44.58%	-
6430		Adult Movies	11.38	2,082.91	4,210.43	6,022.65	8,500.00	(6,417.09)	24.50%	7,141.37
6440		Juvenile Movies	-	209.32	165.76	-	1,000.00	(790.68)	20.93%	472.63
6450		YA Movies	-	-	71.87	307.76	-	-	0.00%	-
6460		Video / Games	-	69.76	243.47	70.33	800.00	(730.24)	8.72%	831.88
		Total Media	11.38	2,451.15	4,691.53	6,400.74	10,800.00	(8,348.85)	22.70%	8,470.83
		Total Collections	525.31	33,466.09	59,516.17	55,279.45	116,880.00	(92,567.21)	28.63%	92,142.86
6800		Restricted Funds								
6802		Restricted Exp - Library Foundation	-	1,480.00	8,628.21	1,490.88	5,000.00	(3,520.00)	29.60%	11,306.95
6804		Restricted Exp - Library Friends	1,000.00	1,935.56	4,090.51	-	5,000.00	(3,064.44)	38.71%	4,369.07
6806		Restricted Exp - State of Colorado Grant	-	1,731.14	4,821.66	4,367.26	5,600.00	(3,868.86)	30.91%	4,928.39
6808		Restricted Exp - Humanities Grant	199.99	2,699.99	-	-	-	-	0.00%	-
6810		Restricted Exp - CO SHARP	-	800.00	-	-	-	800.00	0.00%	-
6820		Restricted Exp - Cares Grant Tmobile Data	-	-	4,515.71	-	-	-	0.00%	-
6820.04		Restricted Exp - TOB Art Camp	-	-	1,292.97	-	-	-	0.00%	1,292.97
6820.10		Restricted Exp - Special Programs	-	-	1,500.00	-	-	-	0.00%	1,500.00
		Total Restricted Funds	1,199.99	8,646.69	24,849.06	5,858.14	15,600.00	(9,653.30)	55.43%	23,397.38
		Total Operating expenses	22,268.55	306,268.61	312,932.25	251,858.64	645,936.70	(345,885.09)	47.41%	573,540.03

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
January - June 2022**

		June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
6900	Payroll Expenses						-		
6910	Payroll	59,616.79	398,516.76	391,166.00	374,567.06	944,426.00	(545,909.24)	42.20%	807,368.35
6920	Payroll Service	426.75	3,350.18	3,075.85	2,308.54	7,500.00	(4,149.82)	44.67%	6,232.44
6930	Payroll Taxes	4,422.83	30,673.14	28,818.51	28,894.30	76,369.00	(45,695.86)	40.16%	61,252.53
6940	Retirement Plan	1,333.86	7,561.59	8,149.05	7,295.58	16,000.00	(8,438.41)	47.26%	16,265.75
6950	Health Insurance	5,634.33	30,196.54	39,389.73	38,745.65	75,600.00	(45,403.46)	39.94%	66,211.79
6953	COVID - Weekly Testing	-	-	-	-	1,000.00	-	0.00%	-
6957	Background Check	(252.00)	1,070.00	-	-	-	-	0.00%	-
6980	Director Search	-	-	-	-	-	-	0.00%	2,501.96
6985	HR Assessment	-	1,735.00	-	-	-	1,735.00	0.00%	1,790.00
6955	Wellness / Health - CEBT Dividend Pmts	-	-	2,556.52	-	-	-	0.00%	5,070.00
	Total Payroll Expenses	71,182.56	473,103.21	473,155.66	451,811.13	1,120,895.00	(647,861.79)	42.21%	966,692.82
	Total Expense	93,451.11	779,371.82	786,087.91	703,669.77	1,766,831.70	(993,746.88)	44.11%	1,540,232.85
	Net General Fund Income/(Loss) Prior to Capital Rsv Allocation	106,665.30	509,569.22	491,333.56	417,308.17	(20,197.90)	561,037.89	-2522.88%	181,168.56
	Allocation to Capital Reserve Outlay	-	-	-	-	87,000.00	(87,000.00)	0.00%	87,000.00
	Net General Fund Income/(Loss) After Capital Reserve Allocation	106,665.30	509,569.22	491,333.56	417,308.17	(107,197.90)			94,168.56
	General Fund Balance 6/30/22		2,171,450.74			1,554,683.62			

**Basalt Regional Library District
Bond Repayment Fund
Profit & Loss Budget Performance
January-June 2022**

	June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
Bond Repayment Fund Balance 1/1/22		799,714.98			799,714.98			
Bond Repayment Fund:								
Interest Earned - Bond Repayment	1,125.49	2,548.26	153.69	4,393.75	500.00	2,048.26	509.65%	221.73
Mill Levy Debt Repayment								
Eagle County	65,123.94	430,103.17	455,746.73	399,254.38	542,742.74	(112,639.57)	79.25%	576,892.58
Pitkin County	44,299.53	308,292.05	332,977.25	317,383.43	385,616.72	(77,324.67)	79.95%	438,907.88
Total Mill Levy Debt Repayment	109,423.47	738,395.22	788,723.98	716,637.81	928,359.46	(189,964.24)	79.54%	1,015,800.46
Total Debt Service Fund	110,548.96	740,943.48	788,877.67	721,031.56	928,859.46	(187,915.98)	79.77%	1,016,022.19
Total Bond Repayment Fund Income	110,548.96	740,943.48	788,877.67	721,031.56	928,859.46	(187,915.98)	79.77%	1,016,022.19
Expense								
Bond Interest	-	47,415.63	55,015.63	62,515.63	94,831.26	(47,415.63)	50.00%	110,031.26
Treasurer's Fees								
Eagle County	1,957.62	12,907.53	13,676.24	11,978.73	16,282.28	(3,374.75)	79.27%	17,345.77
Pitkin County	2,358.31	15,690.19	19,948.95	18,730.57	19,280.84	(3,590.65)	81.38%	26,366.85
Total Treasurer's Fees	4,315.93	28,597.72	33,625.19	30,709.30	35,563.12	(6,965.40)	80.41%	43,712.62
Total Bond Repayment Fund Expense	4,315.93	76,013.35	88,640.82	93,224.93	130,394.38	(54,381.03)	58.29%	153,743.88
Net Bond Repayment Principle Loan Payment	-	-	-	-	775,000.00	-	0.00%	760,000.00
Net Bond Repayment Fund	106,233.03	664,930.13	700,236.85	627,806.63	23,465.08	(133,534.95)	2833.70%	102,278.31
Bond Repayment Fund Balance 6/30/22		1,464,645.11			823,180.06			
**2022 Bond Repayment Schedule:								
5/1/22 - Series 2012 Interest		47,415.63						
11/1/22 - Series 2012 Interest		47,415.63						
11/1/22 - Series 2012 Principle		775,000.00						
Series 2012 Bond Matures 11/2026								

**Basalt Regional Library District
Capital Reserve Fund
Profit & Loss Budget Performance
January-June 2022**

	June 2022 Actuals	Jan-June 2022 Actuals	Previous Year Jan-June 2021 Actuals	2020 Jan-June 2020 Actuals	2022 Budget	Over/(Under) Budget	% of Annual Budget	2021 Year End Actuals
Capital Reserve Fund Balance 1/1/22		654,861.20			654,861.20			
Capital Reserve Fund:								
Income								
Allocation From General Fund	-	-	-	-	87,000.00	(87,000.00)	0.00%	87,000.00
Interest Earned - Reserve Fund	631.24	1,544.05	197.89	3,204.54	300.00	1,244.05	514.68%	290.00
Total Capital Reserve Fund Income	631.24	1,544.05	197.89	3,204.54	87,300.00	(85,755.95)	1.77%	87,290.00
Expense								
Capital Reserve Expense								
Computers - Patron	-	-	-	-	8,000.00	(8,000.00)	0.00%	-
Computers - Staff	-	3,468.96	-	-	8,000.00	(4,531.04)	43.36%	-
Conference Room - A/V Replace	-	-	-	-	5,000.00	(5,000.00)	0.00%	-
Fiber Cable	-	-	-	-	20,000.00	(20,000.00)	0.00%	-
Handrail for Tent Area	-	-	-	-	4,000.00	(4,000.00)	0.00%	-
HVAC Compressors	-	-	-	-	10,000.00	(10,000.00)	0.00%	-
Painting - Exterior	-	-	-	-	25,000.00	(25,000.00)	0.00%	-
Painting - Interior	-	-	-	-	12,000.00	(12,000.00)	0.00%	-
Pumps / Valves	-	-	-	-	3,000.00	(3,000.00)	0.00%	-
Security Cameras	-	-	-	-	8,000.00	(8,000.00)	0.00%	-
Televisions	-	-	-	-	2,500.00	(2,500.00)	0.00%	-
Miscellaneous	-	-	-	-	10,000.00	(10,000.00)	0.00%	15,999.77
Total 8300 - Capital Reserve Expense	-	3,468.96	-	-	115,500.00	(10,000.00)	3.00%	15,999.77
Net Capital Reserve Fund	631.24	(1,924.91)	197.89	3,204.54	(28,200.00)	(75,755.95)	6.83%	71,290.23
Capital Reserve Fund Balance 6/30/22		652,936.29			626,661.20			

**Basalt Regional Library District
Maintenance Detail
January-June 2022**

Date	Name	Memo	Amount
01/01/22		AED Authority Annual AEd Concierge - reclass 2022 expenses paid in 2021	\$ 195.00
01/12/22	Home Depot	LB	\$ 81.70
01/31/22	Grizzly Creek Enterprises, Inc.	adjust doors on art display, set up stage for concert, remove old faucet & replace, take down st...	\$ 382.50
01/31/22	Grizzly Creek Enterprises, Inc.	materials	\$ 244.48
Sub-Total January			\$ 903.68
02/07/22	Tuck Communication Services	voicemail extension	\$ 200.00
02/08/22	Bart Services LLC	troubleshoot heat in building	\$ 2,849.50
02/08/22	Tuck Communication Services	repair telephone lines	\$ 305.00
02/12/22	Johnson Controls Security Solutions	3/1-5/31/22 Service \$208.33 less credit (\$129.50)	\$ 78.83
02/17/22	Acme Alarm Company	test and inspection 2021 / clean smokes	\$ 641.00
02/24/22	Durgin Electric LLC	review lighting system / update and replace.	\$ 4,974.34
02/28/22	Grizzly Creek Enterprises, Inc.	remove & replace faucet; lubricate dumpster gates; take items to shed; attach shelving units; re...	\$ 270.00
Sub-Total February			\$ 9,318.67
03/01/22	Acme Alarm Company	2nd quarter monitoring	\$ 108.90
03/09/22	Glass Unlimited Inc.	mirror	\$ 1,203.08
03/18/22	Roto Rooter Plumbing	rebuild flushometer	\$ 397.50
03/29/22	Roto Rooter Plumbing	Kitchen sink R&M	\$ 1,169.00
03/31/22	Durgin Electric LLC	electric / lighting review and repairs	\$ 2,226.11
03/31/22	Roto Rooter Plumbing	sent estimate to replace mop sink faucet	\$ 39.00
03/31/22	Grizzly Creek Enterprises, Inc.	set up stage / work on carpet tiles and floor panels / meet for outdoor tent rentals / clean com...	\$ 892.23
Sub-Total March			\$ 6,035.82
04/06/22	The Webstaurant Store	shelf for kids bathroom	\$ 62.50
04/10/22	Bart Services LLC	leak repair heating coil	\$ 943.00
04/12/22	Roto Rooter Plumbing	service request for leaky mop faucet in back room	\$ 350.00
04/14/22	Roto Rooter Plumbing	dissembled flushometer	\$ 39.00
04/28/22	The Fireplace Company	turn gas on to fireplace	\$ 99.00
04/29/22	Durgin Electric LLC	repair and replace bulbs, balasts, and light fixtures	\$ 5,267.78
Sub-Total April			\$ 6,761.28
05/01/22	Sarmiento Tile LLC	tile in public bathrooms below new mirrors	\$ 1,800.00
05/07/22	Johnson Controls Security Solutions	6/1-8/31/22 Service	\$ 223.95
05/10/22	Key Me Lock	interior master key copies for staff	\$ 43.31
05/11/22	Bart Services LLC	Remove evaporative media and replace	\$ 2,491.23
05/31/22	Durgin Electric LLC	repair and replace bulbs, balasts, and light fixtures, run power outlets to new staff workstations	\$ 5,092.58
Sub-Total May			\$ 9,651.07
06/01/22	Acme Alarm Company	3rd quarter monitoring	\$ 108.90
06/19/22	Grizzly Creek Enterprises, Inc.	Tent Set up and carpet cleaning	\$ 782.19
06/23/22	TSC	CAT-5E Plenum Computer Cable - White	\$ 1,072.56
Sub-Total June			\$ 1,963.65
Grand Total			\$ 34,634.17

Alarm / Monitoring	\$ 1,161.58
Electrical	\$ 17,604.12
Fireplace maintenance	\$ 99.00
Grizzly Creek	\$ 2,571.40
Inspection / Testing	\$ -
Pest Control	\$ -
Plumbing / Heating	\$ 8,278.23
Roof Maintenance	\$ -
Signage	\$ -
Telephones	\$ 305.00
Window Cleaning	\$ -
Miscellaneous	\$ 4,614.84
	\$ 34,634.17