

**Basalt Regional Library District Board of Trustees
Monday, July 18, 2016
5:15 P.M. Library Community Room**

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

Board of Trustees: Carolyn Kane, President; Karen Hillebrand, Treasurer; Ann Stephenson, Secretary; Kent Whinnery, Trustee; Dick Hampleman, Trustee; Heather Manolakas, Trustee; Michael Latousek, Trustee

Also Present: Barbara Milnor, Director; Kim Clinco, Bookkeeper; Sandra Dexter, Administrative Assistant, Peter Pendergast, Don Diones, George K. Baum

Basalt Regional Library Board of Trustees has identified 3 Strategic Planning Goals for 2015-2016

- 1) Advance Digital Changes at the Library**
- 2) Marketing Advocacy and Social Engagement**
- 3) Update and Maintain Facility Systems**

AGENDA

5:15 PM Call to Order

5:15 PM Citizen Comments:

Linda Crossland, Friends of the Library

Helene Slansky, Sally Cole, Basalt Library Foundation

5:30 PM Approval of minutes of the June 20, 2016 meeting

5:35 PM Directors Report

5:40 PM Board Comments: status of Michael Latousek; Kent Whinnery resignation

5:45 PM Committee Reports

Finance Committee: June Financials: Carolyn Kane

Possible changes to 2016 Budget

Facilities Committee: Dick Hampleman

Strategic Planning Committee:

Recap of July 11 public meeting

Recap of July 13 John Chrastka conference call

Fundraising Committee report

Farmer's Market booth: volunteers for booth needed each week in August. Coordinator needed for Booth Committee.

10 year income/expense projections recap: Kim

6:00 PM Action Items

**Discussion and possible vote to decide mill levy or dollar amount
For November 8, 2016 election**

**6:20 PM Discussion and possible vote to retain Tom Peltz, Attorney, to write
Ballot language.**

**6:30 PM Discussion and possible vote re: BRLD intent to go on November 8,
2016 ballot.**

**MINUTES OF THE
Basalt Regional Library Board of Trustees Meeting
June 20, 2016 @ 5:15 P.M. in the Community Room**

Call to order: Carolyn Kane called the meeting to order at 5:21 p.m.

Members Present: Carolyn Kane, President; Ann Stephenson, Vice President; Karen Hillebrand, Treasurer; Dick Hampleman, Trustee; Kent Whinnery, Trustee

Members Absent: Heather Manolakas, Secretary

Also present were Barbara Milnor, Director; Sandy Dexter, Administrative Assistant; Kim Clinco, Bookkeeper; Linda Crossland, Friends of the Library; Helene Slansky, Foundation; and Michael Latousek, prospective Board Member

Citizen Comments:

Friends of the Library, Linda Crossland: Linda handed out copies of the Friends of the Library and the Library Foundation financials to the Board Members. The Friends book sales are going well.

Library Foundation, Helene Slansky: There was nothing to report. Carolyn Kane asked what her status is as Board Liaison. Helene noted there is nothing about a Liaison in the Bylaws and that Carolyn is a non-voting member of the Foundation Board.

Approval of May 16, 2016 Regular Board Meeting Minutes: Carolyn Kane noted that four Board Members were present who were at May meeting and were able to vote on the May Board Minutes. Kent Whinnery moved and Ann Stephenson seconded the motion to approve the May 16, 2016 Board Meeting Minutes as written. The motion carried with four ayes.

Director's Report: Barb Milnor:

- The process of changing light bulbs in the Library to LED bulbs has been turned over to the Facilities Committee to research the color and design of bulbs, cost of scaffolding or a scissor lift and available grants.
- The Art Base will take over the installation of the monthly art display in the lobby.
- Barb has purchased some James Patterson "Book Shots" (smaller print paperbacks) and will keep the Board apprised of how it works.
- There have been some problems with the migrating of emails to Google from the Library server which Marmot does not want used for email.
- Barb is happy with the Libraries relationship with Marmot.
- Circulation statistics, including video and new video, were down and door counts were down in April and May. It is too early to tell if this is a trend.

Board Comments:

- Carolyn Kane requested that all Board Members RSVP to Barb Milnor when they get an email that announces a meeting so it's clear that emails have been received and who's planning to attend.
- Michael Latousek status: Michael has been ratified in Eagle County, but it is unclear whether he has been ratified in Pitkin County.

Committee Reports

Finance Committee: Karen Hillebrand, Chair: Financials: Karen Hillebrand, Treasurer: We should be at approximately 42% of budget for May. We are on track except for a few items, such as digital resources, since those items are paid in one lump sum for the year. Also, income percentages may differ depending on when mill levies come in. Basalt Mini Storage has been added to the Maintenance Detail. Michael Latousek will get more detailed housing values in the Library district so Ghost Plans, Plan A and Plan B, can be fine tuned.

Strategic Planning Committee: Carolyn Kane, Chair: Carolyn Kane noted that they are committed to going forward with the booth at the Sunday Farmer’s Market. She wondered about also putting out materials for the ballot issue at other events such as last week’s car show. Handouts were given to the Board Members showing various mill levy scenarios and cost to homeowners. A timeline for tasks that need to be completed to get on the ballot in November was also passed out to the Board Members. It was requested that the timeline be vetted by John Chrastka of EveryLibrary. Barb Milnor will email him. Kent Whinnery will contact Eagle and Pitkin Counties to find out if only registered voters can vote on the mill levy or if non-registered property owners can also vote on the mill levy. July 29th is the last day to notify the county clerks of our intent to go on the ballot. Barb Milnor has contacted Tom Peltz, an attorney with Kutak Rock, about doing the wording for the ballot and the supporting statement. Mr. Peltz has extensive experience in this area.

Facilities Committee: Dick Hampleman, Chair: The temperature in the Library has been set a few degrees higher. Utility bills will be tracked to see if this is helpful in reducing costs.

Personnel Committee: Kent Whinnery, Chair: Kent met with Barb Milnor and Kim Clinco to see if there are any issues to address. There are none urgent or pending. The Committee is working on two things: 1) FMLA (family and Medical Leave Act) to establish more specific guidelines. 2) FLSA (Fair Labor Standard Act): Some individuals in salaried positions are exempt from FLSA. The Committee will keep the Board Members and Barb apprised of any changes or recommendations. The Director Evaluation process is on schedule.

Action Items:

Discussion of Sunday Farmer’s Market Booth to extend into September: The question was raised as to whether staff must be paid if Library cards are made at the Market or if they can volunteer. This will be researched. It was noted that two big vendors have pulled out of the Sunday Farmer’s Market along with other long-time vendors. Kent Whinnery moved and Ann Stephenson seconded the motion to extend Library presence at the Sunday Farmer’s Market into September with the caveat that we can pull out if there is not much public presence at the Sunday Markets in August.

Adjournment: Ann Stephenson moved and Dick Hampleman seconded the motion to adjourn the meeting. The motion carried with five ayes. Carolyn Kane adjourned the meeting 7:18 p.m.

Respectfully Submitted,

Ann Stephenson, Vice President

Date

Basalt Regional Library District
Balance Sheet
as of June 30, 2016

	General Operating Fund	Bond Repayment Fund	Capital Reserve Fund	Total Balance
ASSETS				
Current Assets				
Cash in Banks				
Alpine Bank #0127	\$ 371,194.33	\$ -	\$ -	\$ 371,194.33
Colo Trust - Bond Repayment #8002	-	802,176.07	-	802,176.07
Colo Trust - Tabor Reserve #8003	49,850.01	-	-	49,850.01
Colo Trust - Operating Fund #8004	902,172.59	300,793.29	-	1,202,965.88
Colo Trust - Capital Rsv Fund #8005	-	-	317,546.02	317,546.02
Total Current Assets	\$ 1,323,216.93	\$ 1,102,969.36	\$ 317,546.02	\$ 2,743,732.31
Fixed Assets				
Land	\$ 1,319,613.00	\$ -	\$ -	\$ 1,319,613.00
Books	1,355,750.25	-	-	1,355,750.25
Equipment and Fixtures	263,547.49	-	-	263,547.49
Building	10,733,846.00	-	-	10,733,846.00
Less Accumulated Depreciation	(1,616,304.70)	-	-	(1,616,304.70)
	\$ 12,056,452.04	\$ -	\$ -	\$ 12,056,452.04
Other Assets				
Cash with County Treasurer	\$ 3,779.40	\$ -	\$ -	\$ 3,779.40
Prepaid Expense	17,046.54	-	-	17,046.54
Property Tax Receivable	1,766,786.00	-	-	1,766,786.00
	\$ 1,787,611.94	\$ -	\$ -	\$ 1,787,611.94
TOTAL ASSETS	\$ 15,167,280.91	\$ 1,102,969.36	\$ 317,546.02	\$ 16,587,796.29
LIABILITIES				
Current Liabilities				
Accounts Payable	\$ 5,467.02	\$ -	\$ -	\$ 5,467.02
Other Current Liab				
Accrued Expenses	35,448.00	-	-	35,448.00
Accrued Vacation	26,180.00	-	-	26,180.00
Deferred Grant	4,691.00	-	-	4,691.00
Deferred Property Tax	1,766,786.00	-	-	1,766,786.00
Payroll Liabilities	2,557.39	-	-	2,557.39
Wages Payable	5,474.00	-	-	5,474.00
Total Other Current Liab	\$ 1,841,136.39	\$ -	\$ -	\$ 1,841,136.39
Long Term Liabilities				
Bonds Payable, 2012	\$ 7,790,000.00	\$ -	\$ -	\$ 7,790,000.00
Bonds Payable, 2006	569,999.91	-	-	569,999.91
Total Long Term Liabilities	\$ 8,359,999.91	\$ -	\$ -	\$ 8,359,999.91
Total Liabilities	\$ 10,206,603.32	\$ -	\$ -	\$ 10,206,603.32
Investment in Capital Assets	\$ 3,635,882.26	\$ -	\$ -	\$ 3,635,882.26
Fund Balance - of 1/1/16				
General Operating Fund	\$ 1,032,789.93	\$ -	\$ -	\$ 1,032,789.93
Restricted for Emergencies - Tabor Fund	37,650.00	-	-	37,650.00
Debt Repayment Fund	-	531,009.65	-	531,009.65
Less Bond Principle Payment	-	-	-	-
Capital Reserve Fund	-	-	316,721.12	316,721.12
Total Fund Balance	1,070,439.93	531,009.65	316,721.12	1,918,170.70
Fund Revenue/Expenditures				
Current Year-to-Date Revenue	\$ 833,920.42	\$ 694,836.26	\$ 824.90	\$ 1,529,581.58
Current Year-to-Date Expenditures	579,565.02	122,876.55	-	702,441.57
Net Current Year	254,355.40	571,959.71	824.90	827,140.01
Total Fund Balance - as of 6/30/16	1,324,795.33	1,102,969.36	317,546.02	2,745,310.71
Total Liabilities and Fund Balance	\$ 15,167,280.91	\$ 1,102,969.36	\$ 317,546.02	\$ 16,587,796.29

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
June 2016**

		June 2016 Actuals	Jan-June 2016 Actuals	2016 Budget	Over/(Under) Budget	% of Annual Budget	2015 Year End Actuals
General Operating Fund Balance 1/1/16 (Includes Tabor Reserve)			1,070,439.93				
General Fund:							
4005	General Operating Mill Levy						
4010	Eagle County	60,845.20	398,194.99	528,924.56	(130,729.57)	75.28%	439,226.73
4020	Pitkin County	66,359.88	356,027.22	468,834.56	(112,807.34)	75.94%	378,790.90
	Total General Operating Mill Levy	127,205.08	754,222.21	997,759.12	(243,536.91)	75.59%	818,017.63
4100	MVSO - General Operating						
4110	Eagle County	3,875.08	23,298.44	35,000.00	(11,701.56)	66.57%	46,015.34
4120	Pitkin County	2,197.68	14,519.31	30,000.00	(15,480.69)	48.40%	29,068.34
	Total MVSO - General Operating	6,072.76	37,817.75	65,000.00	(27,182.25)	58.18%	75,083.68
4200	Fines & Fees						
4205	Coffee Purchase	46.00	513.08	500.00	13.08	100.00%	535.25
4210	Copies	587.75	3,991.99	6,000.00	(2,008.01)	66.53%	7,406.78
4215	Earbuds	16.00	275.80	-	275.80	100.00%	43.01
4220	Faxing	46.00	461.34	1,000.00	(538.66)	46.13%	966.31
4230	Fines	3,160.18	11,058.21	25,000.00	(13,941.79)	44.23%	23,535.39
4240	Guest Passes	40.00	140.40	600.00	(459.60)	23.40%	415.50
4250	Meeting Room Rental	637.50	4,156.00	5,000.00	(844.00)	83.12%	4,202.50
4260	Replacement Books	-	247.90	750.00	(502.10)	33.05%	542.03
4270	Replacement Library Cards	44.10	264.70	500.00	(235.30)	52.94%	610.95
4280	Test Proctoring	-	30.00	100.00	(70.00)	30.00%	120.00
4290	Holy Cross Deposit Return/Member Equity	-	1,506.26	3,000.00	(1,493.74)	100.00%	3,250.42
	Total Fines & Fees	4,577.53	22,645.68	42,450.00	(19,804.32)	53.35%	41,628.14
4300	Earnings on investments						
4310	Colotrust Int Op Acct/Mill Levy	888.37	3,425.86	5,000.00	(1,574.14)	68.52%	6,459.61
	Total Earnings on investments	888.37	3,425.86	5,000.00	(1,574.14)	68.52%	6,459.61
4400	Contributions						
4410	Contributions - Adult	-	2,100.00	500.00	1,600.00	420.00%	2,000.00
4420	Contributions - Music	-	4,500.00	5,000.00	(500.00)	90.00%	6,000.00
4430	Contributions Outreach	-	1,500.00	500.00	1,000.00	300.00%	-
4440	Contributions Youth Srv	-	3,175.00	500.00	2,675.00	635.00%	100.00
4470	Grant - State of Colorado	-	-	4,691.00	(4,691.00)	0.00%	3,234.00
4480	Other	-	30.50	2,000.00	(1,969.50)	1.53%	3,560.44
4490	Restricted Fund Income - Friends/Foundation	3,786.54	4,503.42	-	4,503.42	0.00%	-
	Total Contributions	3,786.54	15,808.92	13,191.00	2,617.92	119.85%	14,894.44
Total Income		142,530.28	833,920.42	1,123,400.12	(289,479.70)	74.23%	956,083.50
Operating expenses							
5000	Administration						
5005	Contract Services						
5010	Accounting	1,144.00	5,247.75	14,000.00	(8,752.25)	37.48%	10,421.06
5020	Audit - Annual	-	-	9,500.00	(9,500.00)	0.00%	8,900.00
5030	Courier	-	-	6,000.00	(6,000.00)	0.00%	6,645.05
5040	Legal	120.60	397.60	8,000.00	(7,602.40)	4.97%	4,177.09
	Total Contract Services	1,264.60	5,645.35	37,500.00	(31,854.65)	15.05%	30,143.20
5100	Insurance						
5110	Property & Liability Insur	-	-	18,700.00	(18,700.00)	0.00%	17,725.18
5120	Worker's compensation	-	141.27	2,200.00	(2,058.73)	6.42%	1,403.06
	Total Insurance	-	141.27	20,900.00	(20,758.73)	0.68%	19,128.24

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
June 2016**

		June 2016 Actuals	Jan-June 2016 Actuals	2016 Budget	Over/(Under) Budget	% of Annual Budget	2015 Year End Actuals
5210	Postage & Shipping	-	337.26	1,000.00	(662.74)	33.73%	886.99
5220	Professional Dev. & Memberships						
5230	Board	552.81	676.56	1,000.00	(323.44)	67.66%	3,331.92
5235	Employment Council	-	-	1,500.00			-
5240	Library Association Dues	-	225.00	1,000.00	(775.00)	22.50%	1,040.00
5250	Spec District Ass'n Due	-	-	3,000.00	(3,000.00)	0.00%	938.88
5260	Staff	109.00	2,443.82	5,000.00	(2,556.18)	48.88%	3,398.91
5270	Travel expenses	-	321.20	1,000.00	(678.80)	32.12%	1,799.95
	Total Professional Dev. & Memberships	661.81	3,666.58	12,500.00	(7,333.42)	29.33%	10,509.66
5280	Publicity						
5290	Advertising	-	3,413.33	7,500.00	(4,086.67)	45.51%	8,676.01
	Total Publicity	-	3,413.33	7,500.00	(4,086.67)	45.51%	8,676.01
5300	Supplies						
5310	Office Supplies	792.72	5,340.42	13,000.00	(7,659.58)	41.08%	12,108.38
5320	Technical Cataloging & Service	-	429.25	6,500.00	(6,070.75)	6.60%	6,385.10
	Total Supplies	792.72	5,769.67	19,500.00	(13,730.33)	29.59%	18,493.48
5350	Treasurer's fees						
5360	Eagle fees	1,827.44	11,951.53	15,867.74	(3,916.21)	75.32%	13,192.68
5370	Pitkin fees	3,321.77	17,657.30	23,441.73	(5,784.43)	75.32%	20,240.72
	Total Treasurer's fees	5,149.21	29,608.83	39,309.47	(9,700.64)	75.32%	33,433.40
	Total Administration	7,868.34	48,582.29	138,209.47	(88,127.18)	35.15%	121,270.98
5400	Facility Expenses						
5410	Janitorial	4,145.00	24,870.00	49,750.00	(24,880.00)	49.99%	49,620.00
5420	Janitorial Supplies	-	1,775.12	7,000.00	(5,224.88)	25.36%	6,397.11
5430	Landscaping	165.00	2,612.91	6,000.00	(3,387.09)	43.55%	8,288.36
5440	Maintenance *Detailed List Attached	672.70	20,254.03	30,000.00	(9,745.97)	67.51%	23,060.04
5450	Mat Cleaning	52.00	312.78	720.00	(407.22)	43.44%	598.78
5460	Snow Removal	-	2,235.00	4,500.00	(2,265.00)	49.67%	4,760.80
	Total Facility Expenses (Maintenance)	5,034.70	52,059.84	97,970.00	(45,910.16)	53.14%	92,725.09
5500	Utilities						
5510	Electric	333.97	4,680.83	8,750.00	(4,069.17)	53.50%	7,538.47
5520	Gas	-	3,448.62	11,250.00	(7,801.38)	30.65%	6,110.01
5530	Internet Connectivity	452.81	2,788.79	3,500.00	(711.21)	79.68%	3,742.38
5540	Sanitation	-	1,320.00	3,700.00	(2,380.00)	35.68%	2,640.00
5550	Telephone	735.11	3,370.53	5,000.00	(1,629.47)	67.41%	6,008.36
5560	Trash	-	2,075.89	5,500.00	(3,424.11)	37.74%	4,115.33
5570	Water	-	489.29	3,000.00	(2,510.71)	16.31%	2,883.40
	Total Utilities	1,521.89	18,173.95	40,700.00	(22,526.05)	44.65%	33,037.95
	Total Facility Expenses	6,556.59	70,233.79	138,670.00	(68,436.21)	50.65%	125,763.04

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
June 2016**

					June 2016 Actuals	Jan-June 2016 Actuals	2016 Budget	Over/(Under) Budget	% of Annual Budget	2015 Year End Actuals
5600		Library Programs								
5610		Adult			600.00	2,015.05	3,000.00	(984.95)	67.17%	2,688.70
5620		Children's			2,434.77	3,778.10	4,455.00	(676.90)	84.81%	4,265.43
5630		Community			-	1,009.23	6,000.00	(4,990.77)	16.82%	5,047.45
5640		Music			736.99	5,385.99	11,080.00	(5,694.01)	48.61%	10,628.36
5650		Outreach			21.49	167.31	1,450.00	(1,282.69)	11.54%	4,343.20
5633		Outreach Advertising			-	2,610.00	3,700.00			-
5635		Outreach Volunteer			-	-	550.00			-
5660		Young Adult			173.93	2,491.05	4,550.00	(2,058.95)	54.75%	3,907.06
5670		Young Adult - State of Colorado Grant			400.31	4,330.81	4,691.00	(360.19)	92.32%	3,326.90
5680		Young Adult - Thrift Shop			-	50.00	1,000.00	(950.00)	100.00%	1,287.72
		Total Library Programs			4,367.49	21,837.54	40,476.00	(16,998.46)	53.95%	35,494.82
5700		Technology & Equipment								
5710		Copiers & Equipment								
5720		Card Printer Support			-	-	300.00	(300.00)	0.00%	267.69
5730		Lease			-	1,109.10	3,400.00	(2,290.90)	32.62%	3,297.00
5740		Service Agreement			815.08	1,296.45	2,300.00	(1,003.55)	56.37%	1,942.56
5750		Supplies			344.73	3,103.41	4,000.00	(896.59)	77.59%	3,331.21
		Total Copiers & Equipment			1,159.81	5,508.96	10,000.00	(4,491.04)	55.09%	8,838.46
5760		Marmot ILS System			-	9,211.00	40,000.00	(30,789.00)	23.03%	37,756.00
5765		Marmot IT Contract			-	30,643.50	47,000.00	(16,356.50)	65.20%	-
5770		Miscellaneous Parts			-	1,732.71	3,000.00	(1,267.29)	57.76%	1,700.49
5780		Support & Service Agreements								
5790		Bibliotheca			-	-	12,000.00	(12,000.00)	0.00%	10,864.09
5800		Envisionware			-	-	605.00	(605.00)	0.00%	548.65
5810		Timeclock			266.25	266.25	255.00	11.25	104.41%	245.00
5820		Web Calendar/EMS			-	1,009.31	2,750.00	(1,740.69)	36.70%	2,204.40
		Total Support & Service Agreements			266.25	1,275.56	15,610.00	(14,334.44)	8.17%	13,862.14
5830		Tech Labor & Repair			-	-	10,000.00	(10,000.00)	0.00%	10,900.83
		Total Technology			1,426.06	48,371.73	125,610.00	(77,238.27)	38.51%	73,057.92
5900		Collections								
5910		Audio								
5920		Adult BCD			378.55	1,940.31	7,000.00	(5,059.69)	27.72%	8,288.21
5930		Juvenile Audio			-	1,052.51	2,000.00	(947.49)	52.63%	857.11
5940		Spanish Adult BCD			-	-	500.00			198.11
5950		YA Audio			-	-	300.00	(300.00)	0.00%	-
		Total Audio			378.55	2,992.82	9,800.00	(6,307.18)	30.54%	9,343.43
6000		Books & Magazines								
6010		Adult fiction books			712.61	5,941.19	9,000.00	(3,058.81)	66.01%	13,636.45
6020		Adult non-fiction books			564.67	5,283.52	10,000.00	(4,716.48)	52.84%	12,970.98
6030		Juvenile Fiction			509.12	3,545.78	6,500.00	(2,954.22)	54.55%	6,606.89
6040		Juvenile Non-Fiction			163.98	1,003.14	3,000.00	(1,996.86)	33.44%	2,931.22
6050		Print Subscriptions			-	9,598.82	9,600.00	(1.18)	99.99%	9,401.18
6060		Spanish adult fiction			32.34	178.71	1,800.00	(1,621.29)	9.93%	1,409.69
6070		Spanish adult non-fiction			-	185.08	1,800.00	(1,614.92)	10.28%	1,331.95
6080		Spanish children's books			14.36	729.37	2,000.00	(1,270.63)	36.47%	1,348.53
6090		Spanish juvenile books			63.83	126.58	500.00	(373.42)	25.32%	577.04
6100		YA Fiction			715.26	2,915.23	6,500.00	(3,584.77)	44.85%	6,509.62
6110		YA Non-Fiction			32.82	454.57	900.00	(445.43)	50.51%	477.93
6190		Restricted Funds Expense			84.44	1,454.88	-	1,454.88	0.00%	-
		Total Books			2,893.43	31,416.87	51,600.00	(20,183.13)	60.89%	57,201.48

**Basalt Regional Library District
Profit & Loss Budget Performance
General Fund
June 2016**

					June 2016 Actuals	Jan-June 2016 Actuals	2016 Budget	Over/(Under) Budget	% of Annual Budget	2015 Year End Actuals
6200		Digital Resources								
6210		Annual Subscriptions								
6220		Ancestry.com		-	1,510.00	1,548.00	(38.00)	97.55%		1,455.00
6230		Culturegrams		-	-	1,144.00	(1,144.00)	0.00%		1,095.00
6240		Ency Britannica		-	250.00	300.00	(50.00)	83.33%		257.50
6260		Lynx, statewide database package		-	-	1,700.00	(1,700.00)	0.00%		1,636.00
6270		Mango Languages		-	-	1,373.00	(1,373.00)	0.00%		2,419.95
6275		New York Times		-	-	1,400.00				-
6280		Tumblebooks		-	-	500.00	(500.00)	0.00%		-
6290		Overdrive Advantage		-	-	5,000.00				-
6300		Downloadable Titles								
6310		One Click Digital		113.80	2,859.53	1,500.00	1,359.53	190.64%		2,063.50
6320		Overdrive		2,037.99	3,072.91	5,500.00	(2,427.09)	55.87%		3,185.00
6322		Juvenile Overdrive		-	-	500.00				-
6324		Y A Overdrive		-	-	500.00				-
6330		Zinio		-	2,000.00	5,000.00	(3,000.00)	40.00%		3,200.00
		Total Digital Resources		2,151.79	9,692.44	25,965.00	(8,872.56)	37.33%		15,311.95
6400		Music								
6410		Adult Music		37.38	1,040.99	1,500.00	(459.01)	69.40%		1,212.22
6420		Juvenile Music		-	235.19	750.00	(514.81)	31.36%		279.35
		Total Music		37.38	1,276.18	2,250.00	(973.82)	56.72%		1,491.57
6500		Video								
6510		Adult Video		37.32	3,762.27	7,000.00	(3,237.73)	53.75%		7,505.76
6520		Hispanic Video		54.91	207.22	800.00	(592.78)	25.90%		279.07
6530		Juvenile Video		-	565.64	2,000.00				1,455.75
6540		YA Video		-	-	300.00	(300.00)	0.00%		-
		Total Video		92.23	4,535.13	10,100.00	(4,130.51)	44.90%		9,240.58
		Total Collections		5,553.38	49,913.44	99,715.00	(40,467.20)	50.06%		92,589.01
		Total Operating expenses		25,771.86	238,938.79	542,680.47	(291,267.32)	44.03%		448,175.77
6900		Payroll Expenses								
6910		Payroll		46,260.14	285,266.28	677,140.08	(391,873.80)	42.13%		626,205.58
6920		Payroll Service		258.15	1,789.83	4,000.00	(2,210.17)	44.75%		3,593.30
6930		Payroll Taxes		3,465.65	22,577.31	54,842.75	(32,265.44)	41.17%		47,761.39
6940		Retirement Plan		1,243.10	9,246.47	25,018.62	(15,772.15)	36.96%		24,141.31
6950		Health Insurance		3,493.44	21,746.34	32,754.96	(11,008.62)	66.39%		29,343.01
		Total Payroll Expenses		54,720.48	340,626.23	793,756.41	(453,130.18)	42.91%		731,044.59
		Total Expense		80,492.34	579,565.02	1,336,436.88	(744,397.50)	43.37%		1,179,220.36
		Net General Fund Income/(Loss) Prior to Capital Rsv Allocation		62,037.94	254,355.40	(213,036.76)	454,917.80	-119.40%		(223,136.86)
		Allocation to Capital Reserve Outlay		-	-	40,000.00	(40,000.00)	0.00%		20,000.00
		Net General Fund Income/(Loss)After Capital Reserve Allocation		62,037.94	254,355.40	(253,036.76)				(243,136.86)
		General Fund Balance 6/30/16			1,324,795.33					

**Basalt Regional Library District
Bond Repayment Fund
Profit & Loss Budget Performance
June 2016**

								June 2016 Actuals	Jan-June 2016 Actuals	2016 Budget	Over/(Under) Budget	% of Annual Budget	2015 Year End Actuals
Bond Repayment Fund Balance 1/1/16									531,009.65				
Bond Repayment Fund:													
Interest Earned - Bond Repayment								388.00	1,567.04	-	1,567.04	100.0%	974.08
Transfer - Escrow Account								-	-	-			250,664.00
Interest Earned - Escrow Account								-	-	-			31,673.59
Mill Levy Debt Repayment													
Eagle County								55,715.54	364,628.71	484,340.89	(119,712.18)	75.28%	402,150.09
Pitkin County								61,255.28	328,640.51	429,315.94	(100,675.43)	76.55%	394,429.63
Total Mill Levy Debt Repayment								116,970.82	693,269.22	913,656.83	(220,387.61)	75.88%	796,579.72
Total Debt Service Fund								117,358.82	694,836.26	913,656.83	(218,820.57)	76.05%	1,079,891.39
Total Bond Repayment Fund Income								117,358.82	694,836.26	913,656.83	(218,820.57)	76.05%	1,079,891.39
Expense													
Bond Interest								-	95,346.88	190,693.26	(95,346.38)	50.0%	495,031.26
Treasurer's Fees													
Eagle County								1,673.40	10,944.75	14,530.23	(3,585.48)	75.32%	12,090.48
Pitkin County								3,066.26	16,584.92	21,465.80	(4,880.88)	77.26%	18,724.81
Total Treasurer's Fees								4,739.66	27,529.67	35,996.03	(8,466.36)	76.48%	30,815.29
Total Bond Repayment Fund Expense								4,739.66	122,876.55	226,689.29	(103,812.74)	54.21%	525,846.55
Net Bond Repayment Principle Loan Payment								-	-	670,000.00	-	0.0%	550,000.00
Net Bond Repayment Fund								112,619.16	571,959.71	16,967.54	(115,007.83)	3,370.91%	4,044.84
Bond Repayment Fund Balance 6/30/16									1,102,969.36				

Basalt Regional Library District
Capital Reserve Fund
Profit & Loss Budget Performance
 June 2016

		June 2016 Actuals	Jan-June 2016 Actuals	2016 Budget	Over/(Under) Budget	% of Annual Budget	2015 Year End Actuals
Capital Reserve Fund Balance 1/1/16			316,721.12				
Capital Reserve Fund:							
	Income						
	Allocation From General Fund	-	-	40,000.00	(40,000.00)	0.0%	20,000.00
	Interest Earned - Reserve Fund	156.86	824.90	-	824.90	100.0%	536.40
	Total Capital Reserve Fund Income	156.86	824.90	40,000.00	(39,175.10)	2.06%	20,536.40
Expense							
	Capital Reserve Expense						
	Capital Reserve Fund Expense - Misc	-	-	20,000.00	(20,000.00)	0.0%	5,890.00
	Total 8300 - Capital Reserve Expense	-	-	20,000.00	(20,000.00)	0.00%	5,890.00
	Net Capital Reserve Fund	156.86	824.90	20,000.00	(19,175.10)	4.13%	14,646.40
Capital Reserve Fund Balance 6/30/16			317,546.02				

**Basalt Regional Library District
General Fund
Maintenance Detail
as of June 30, 2016**

Maintenance Expenditure Detail				
	Month	Vendor	Detail	Amount
	January			
		Acme Alarm Company	annual test & inspection	570.00
		Roto Rooter Plumbing	cleared main sewer line	659.00
		Clean Energy Economy	energy navigator	1,270.00
		Basalt Mini Storage	Jan storage	164.00
		Grizzly Creek Enterpr	install metal shelving	220.00
	Total January			2,883.00
	February			
		Basalt Mini Storage	Feb/Mar Storage	328.00
		Flame Out Fire	fire sprinkler system work	2,500.00
		Acme Alarm Company	annual test & inspection	255.00
		Amazon	supplies	59.99
		Aspen Maintenance Su	supplies	48.95
		Orkin Pest Control	pest control	101.20
		Ace Roofing	shovel snow from roof	8,320.00
		Daly Property Services	finish snow shoveling from roof	1,235.00
	Total February			12,848.14
	March			
		Acme Alarm Company	2nd Quarter Monitoring	99.00
		Basalt Minit Storage	Apr Storage	164.00
		1000 Bulbs	light bulbs	81.66
		Grizzly Creek Enter	patch/prep and paint wals	538.00
		Aspen Maintenance Su	supplies	322.51
		Top Gun Plumbing	repair women's restroom faucet/flu	1,223.20
		Acme Alarm Company	Fire System-Test/Ground Fault	185.00
		Jon Micheletti	supplies / repair vacuum	299.36
	Total March			2,912.73
	April			
		Basalt Mini Storage	May Storage	164.00
		PSM Repair & Maint	repair men's toilet	436.74
	Total April			600.74
	May			
		Basalt Mini Storage	June Storage	164.00
	Total May			164.00
	June			
		Acme Alarm Company	3rd Quarter Monitoring	99.00
		Amazon	Supplies	69.70
		Basalt Mini Storage	July Storage	164.00
		Fireplace Company	gas fireplace testing	180.00
		Grizzly Creek Enter	change hvac filters	160.00
	Total June			672.70
	Summary			
		Alarm System		453.00
		Energy Navigator		1,270.00
		Fire Sprinklers		2,500.00
		Maintenance Testing		755.00

**Basalt Regional Library District
 General Fund
 Maintenance Detail
 as of June 30, 2016**

Maintenance Expenditure Detail				
	Month	Vendor	Detail	Amount
		Miscellaneous		1,992.89
		Pest Control		101.20
		Plumbing/HVAC		2,478.94
		Snow Shovel - Roof		9,555.00
		Storage		1,148.00
	Total			20,254.03