

Agenda
Grand County Public Library
Board of Directors
Tuesday, May 24, 2022
5:00 pm
Held in the Library's Board Room

Public Notice is Hereby Given that there will be a meeting of the *Grand County Public Library* Board of Directors on Tuesday, May 24th, 2022 at 5:00 pm in the Library's Board Room at the Grand County Public Library, 257 E Center, Moab, Utah 84532.

- I. Call to Order
- II. Approval of the Minutes (March 10, 2022) (Action Item - Mailed)
- III. Review of Bills
- IV. Citizens to be Heard
- V. Director's Report
- VI. Old Business
 - A. Review and Consideration of Re-approval of the Grand County Public Library Meeting Room Reservation Policy (Action Item – Mailed – no changes recommended by library staff)
- VII. Consent Agenda
- VIII. New Business
 - A. Review and Consideration of Approval of a Revised Grand County Public Library Computer Use Policy (Action Item – Mailed)
 - B. Review and Consideration of Approval of a Revised Grand County Public Library Programming Policy (Action Item – Mailed)
- IX. Board Member Reports
- X. Future Agenda Items
 - A. Next meeting date discussion

XI. Closed Session (if needed)

XII. Adjournment

Please Note: The next Library Board meeting is scheduled for Thursday, July 14, 2022 at 5:00pm.

At Grand County Public Library Board meetings the public may be heard on any agenda subject. The number of persons heard and the time allowed each may be limited at the sole discretion of the Chair.

Requests for inclusion on an agenda must be received by 5:00 p.m. the Thursday prior to a regular Library Board Meeting and 48 hours prior to any Special Meeting. Request forms are available at the library's circulation desk and completed forms should be returned to the Library Director.

Those with special needs requests wishing to attend Library Board meetings are encouraged to contact the Library two (2) days in advance of these events. Specific accommodations necessary to allow participation of disabled persons will be provided to the maximum extent possible. Requests, or any questions or comments can be communicated to: (435) 259-1111.

PENDING
Grand County Public Library
Minutes for the Regular Board of Directors Meeting
March 10, 2022 5:00 pm
Board Room, Grand County Public Library

In attendance for the March 10, 2022 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Didar Charles, Rose List, Rachel Stenta, Jeremy Lynch, and Lillian Scott. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Head of Adult Services (minutes). Alanna Simmons-Cameron, Jenna Woodbury, and Trish Hedin were absent.

Didar called the meeting to order at 5:02 p.m.

Approval of the minutes for the January 13, 2022 meeting was discussed. Rachel made a motion to approve the minutes as presented. Didar seconded the motion and it passed unanimously.

The library bills were passed around for review.

There were no Citizens to be Heard.

Carrie delivered a Director's Report to the Board and provided several updates. Almost all ECF grant items have been received. The hotspots are already circulating, laptops will be ready for circulation soon, and the library is still waiting to receive iPads. The library's adult computers received a software update recently and are working well. The large meeting room project is moving forward and a majority of the new technology will be installed next week. Supply chain issues have delayed some project elements, but these should be resolved in April.

Beginning next week, the children's computers will again be available for use and the Children's Room will be fully staffed for the first time since the 2020 covid-shutdown. In-person outdoor children's programming will also start soon. The Castle Valley Community Center will likely reopen in April or May allowing in-person library service to return to the community. Curbside library service has been available in Castle Valley since the summer of 2020.

The hydroponic garden in the Board Room was successfully used for a Youth Garden Project BEACON afterschool club. The club concluded today and library staff will continue using the hydroponic garden to grow food. The Safe Outdoor Living (SOL) shed behind the library building has been fully stocked by project partners and the SOL project is now operational. The Friends of the Library have begun working with Wabi Sabi to send a portion of book donations to Thrift Books. The Friends have continued to do an incredible job of working with partners and managing donations.

A finalized 2021 budget is awaiting the State Auditor's review, which will happen next month. Budget numbers for 2021 are still subject to change, but it's likely that the numbers will be as expected.

Carrie concluded the Director's Report and shared that four library staff members will be attending the Public Library Association conference later this month in Portland, Oregon. She noted that the conference is an excellent learning opportunity. Discussion followed.

The Board moved on to Old Business. The first item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Art Acquisition Policy. No changes were recommended by library staff. Carrie noted that the policy has served the library well and was recently used when a metal sculpture piece was donated to the library. Rachel asked for clarification regarding the meaning of the final sentence in the policy's Sunset Clause. Carrie replied that it applies to incoming donations and allows the library to consider and honor donor requests when reasonable. Rachel made a motion to approve the policy as written. Rose seconded the motion and it passed unanimously.

The second item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Art Exhibit Policy. No changes were recommended by library staff. Carrie noted that the exhibit policy has also served the library well. Discussion followed. Rachel made a motion to approve the policy as written. Didar seconded the motion and it passed unanimously.

The third item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Bulletin Board and Display Policy. No changes were recommended by library staff. Carrie shared that library staff regularly refer to the policy when managing the limited display space in the building to ensure that postings focus on community rather than personal benefit. Rachel made a motion to approve the policy as written. Didar seconded the motion and it passed unanimously.

The Board moved on to the Consent Agenda. Carrie explained that each year the library receives a Community Library Enhancement Fund (CLEF) grant through the Utah State Library. This year's CLEF grant amount to GCPL was approximately \$7350. The CLEF contract from the state library required the signature of the Library Board Chair prior to the next regularly scheduled meeting. The Consent Agenda serves to ensure that the Chair has the authority to represent the Board with a signature on the contract. Didar made a motion to ratify the signature of the Board Chair on the CLEF grant contract. Rachel seconded the motion and it passed unanimously.

There was no New Business.

The Board moved on to Board Member Reports. Rachel shared that she is interested in meeting with Carrie to discuss options for pursuing local tourism funds to support library services. Didar made positive comments about the library's displays and Children's Room. Discussion followed.

There was no discussion of Future Agenda Items.

A closed session was not needed. Didar adjourned the meeting at 5:31 p.m.

Grand County Public Library Meeting Room Reservation Policy

Adopted 6/6/02 and Revised/Reapproved on 8/10/06, 7/9/08, 8/18/10, 6/22/11, 7/12/12,
9/12/13, 10/23/14, 10/22/15, 3/29/17, 3/27/19

By the Grand County Public Library Board of Directors

Three meeting rooms are available at the Grand County Public Library to support library programs and functions that further the work of the library. When not being used by the library, the rooms are available for reservation by not-for-profit organizations and noncommercial groups/meetings. The library provides these meeting rooms for members of the public on an equitable basis, regardless of the subject matter or content of the meeting or the beliefs or affiliations of individuals or groups requesting the meeting room. The meeting rooms are available during regular library hours designated for the public and are reserved on a first-come, first-served basis. Meeting rooms cannot be reserved more than six months in advance. Groups and individuals requesting a reservation are required to submit a completed and signed electronic meeting room application form through the library's website. The completed and signed electronic form must be reviewed by library staff before a meeting room can be reserved.

All non-library sponsored meetings must be open to the public, free of charge and abide by the library's code of conduct. Nothing may be sold before/during or after non-library meetings while on library property. No solicitation or taking of orders for future purchases may occur in the library's meeting rooms during non-library meetings. For-profit groups or businesses will not be allowed to reserve the meeting rooms even if direct sales will not be occurring during the meeting. Tutors and their students are an exception to the noncommercial rule. Tutors are allowed to use the tutoring room, even if the tutor is being paid.

Library activities always have precedence for scheduling, and confirmed reservations may be subject to change if it is later determined that the room is needed for a library program.

If not occupied a meeting room may be used without making a reservation for any purpose that is in accordance with the Library's Code of Conduct. Walk in users must inform library staff of how long they will use the room so that the Meeting Room Schedule can accurately reflect availability for reservations.

The Library will deny the use of a meeting room to an applicant if in the Library's opinion: a) the purpose of the meeting or activity is illegal or potentially hazardous; b) the meeting will present health or security risks; c) the conduct of the meeting will interfere with the Library's functioning; d) the applicant has not provided satisfactory adult sponsorship and supervision for the meeting; e) the purpose of the meeting is promotional and/or for financial gain/fundraising or f) the applicant has failed to comply

with these or other library regulations.

The maximum number of users of the library meeting rooms is as follows: large meeting room capacity is 60 persons; board room capacity is 12 persons; tutoring room capacity is 4 persons.

Granting permission for use does not, in any way, constitute endorsement by the Grand County Public Library staff or Board of Directors. No advertisement, flyer, or media may claim or imply such endorsement.

Any patron who has been denied the use of a meeting room by the Library Director can submit a written appeal within 30 days of receiving the Library Director's decision. The appeal will be reviewed by the Grand County Public Library Board of Directors at their next regularly scheduled Board meeting.

Attachment A

Online Meeting Room Agreement Form



Form Center

By [signing in or creating an account](#), some fields will auto-populate with your information and your submitted forms will be saved and accessible to you.

Meeting Room Request Form

[Sign in to Save Progress](#)

Name of Group or Individual Using the Room

Note: This field will be publicly available on the meeting room schedule.

Description of meeting room use

Contact Person

Best Phone

Alternate Phone

Email

Terms of Use

Agreement with the following statements is required for library meeting room use. Please read and initial if you agree.

- (1) The meeting will be open to the public and that anyone can walk in and join the meeting at anytime. There is no privacy guarantee at any time in any room.
- (2) The room is not being used by a for-profit group or business.
- (3) There will be no charge or requested donation to attend the meeting and nothing will be sold before/during/after the meeting while on library property.
- (4) There will be no food.
- (5) The purpose of the meeting is not promotional and/or for financial gain/fundraising.
- (6) Library activities always take precedence and reservations may be subject to change, as stated in the Library Meeting Room Policy.
- (7) I will be responsible for set up and clean up of the meeting room
- (8) I am financially responsible for the damage or loss of library owned equipment and any damage to the library meeting room.
- (9) My reservation is not guaranteed if I show up more than 15 minutes late and I will call the library in the event that I no longer need my reservation.
- (10) Events not sponsored by the Library must comply with the GCPL Programming Policy.

Please Initial

Meeting Room reservations can not be made more than 6 months in advance. User may request a **MAXIMUM of 2 HOURS/DAY**. Time limit exceptions can be made for library programs, community partnerships, and library proctored tests.

Meeting Date and Start Time. NO EARLIER than 9:30 AM*

mm/dd/yyyy

hh:mm am/pm

End Time. NO LATER than 7:45 PM (4:45 PM on Saturdays)*

hh:mm am/pm

Earliest possible start time 9:30am

2 hour maximum.

Must end by 7:45pm M-F or by 4:45pm on Saturdays.

Which meeting room do you want to reserve? *

- Tutoring Room (4 people) chair, table, desktop computer
- Board Room (12 people) chairs & 1 table
- Large Meeting Room (60 people) open space with chairs & tables available

Estimated Number of Attendees

Any additional comments or questions?

Please Note:

Meeting room reservations are generally received by library staff during business hours Mon - Fri.

Reservations are confirmed when they appear on the publicly available online meeting room calendar.

You will ONLY be contacted if there is a problem with your request.

By signing this application I confirm the following statements:

- (1) The information I have provided is true and accurate.
- (2) I understand that I/we are assuming financial responsibility in the event that library owned equipment should become lost or damaged.

Signature

protected by reCAPTCHA

[Privacy](#) - [Terms](#)

Submit

* indicates a required field

Go Back

Grand County Public Library Computer Use Policy

The Grand County Public Library offers a variety of computer services to the community. This Computer Use Policy was developed under the direction of the Library Board of Directors in order to meet the provisions of Utah Code Section 9-7-215. The policy includes rules for use and is guided by the Federal Children's Internet Protection Act and portions of the Utah Code described in UCA 9-7-213, 9-7-215, and 9-7-216 and Administrative Code Rule R458-2, and is reviewed at least once every three years. A summary of the library laws regarding Internet use is provided with circulating mobile devices, on the opening screen of each public internet computer session in the library, and is included in Attachment A. ~~Specific information about the library's various computers and user groups are listed in Attachment A.~~

In-Library Devices: The Library provides public access computers for registered patrons with library accounts and visitors that are available on a first-come, first-served basis including: adult computers, teen computers for youth ages 12-17, and children's computers for youth ages 0-12.

Circulating Mobile Devices: The Library provides laptops and mobile devices that may be checked out on a first-come first-served basis. The Library has received funding from the federal Emergency Connectivity Fund (ECF) to purchase hotspots, tablets, and laptops. Any ECF supported equipment and services can only be provided to patrons who declare they do not have access to the equipment or services sufficient to access the internet.

Internet Access: The internet is an essential medium for obtaining and transmitting information of all types. Therefore, public access to the internet is germane to the Library's mission. However, the internet is an unregulated medium, and may provide access to information that is inaccurate, illegal, or that some may find offensive or disturbing. To initiate a session using the internet, all users must agree to the library's use policy, which appears on the browser's opening screen. The Library prohibits illegal activity on internet computers and takes no responsibility for content of materials viewed on the internet. Briefly, illegal activity under Utah law includes gambling, fraud, and viewing materials legally defined as child pornography, obscenity, and materials harmful to minors. For the complete text of the Utah code that pertains to internet use in the Library, please ask the library staff or find it on line the world wide web: (Utah Code Annotated 9-7-213, 9-7-215, 9-7-216 and Rule R458-2). U.S. copyright law (Title 17, U.S.Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of fair use. Users may not copy or distribute electronic materials (including electronic mail, text, images, programs, music files, or data) without the explicit permission of the copyright holder. All responsibility for any consequences of copyright infringement lies with the user; the Grand County Public Library expressly disclaims any liability or responsibility resulting from such violations.

Technology Protection Measures: The Library, pursuant to Federal laws and Utah code 9-7-215, imposes a technology protection measure (filtering software) on all library computers with internet access (including staff computers, public access computers, and wireless networks) that is intended to (1) protect against illegal visual depictions that are child pornography or obscene, (2) protect minors against visual depictions that are child pornography, harmful to minors, or obscene, and (3) protect the Library's network security and ensure equitable bandwidth

distribution. The federal Children's Internet Protection Act and Utah state law specify that patrons may request an exception to filter a specific website. Library Staff will not allow an exception for any illegal site or for any site blocked that could present a network safety concern including peer-to-peer and file sharing websites. Administrative procedures and guidelines for staff to follow in enforcing the policy have been established and are described herein, and procedures to handle complaints about this policy and its enforcement, and about observed patron behavior, are included below and are available at the library for public review.

Children's Computers: The Library takes no responsibility for content of materials that children view on the internet, games they may play on the computers, etc. Staff members oversee computers as much as possible, and additional measures are used in the Children's Room but parents are ultimately responsible for their children, whether they are present or not.

Consequences for violating Library policies may include:

- Verbal warning from staff.
- Ending a computer session or being required to leave the library.
- Suspension of library privileges including access to computers or to the building.
- Police intervention, including possible arrest and prosecution for trespass and other violations.

Assumption of Risk: The Library uses its best efforts to ensure network security, but users assume all responsibility for the use of its networks, including interference with the user's data and internet traffic, and damage to software or hardware. The Library is not liable for the loss or compromise of any information, or for any and all damages resulting from that loss or compromise, even if the Library is advised of the possibility of such damages.

Due Process: Library patrons who have questions or concerns about this or any Library policy and enforcement of these policies may contact the Library Director or the Library Board of Directors (Trustees).

Adopted by the Grand County Public Library Board of Directors on July 10, 2003, and revised May 13, 2004, March 21, 2007, January 9, 2008, October 21, 2009, January 20, 2010, January 19, 2011, November 8, 2012, October 17, 2013, October 23, 2014, May 18, 2016, May 30, 2018, and March 27, 2019.

Attachment A

By using this public library internet terminal, you agree to comply with Utah laws regarding use of the internet and the Grand County Public Library Internet Use Policy.

Briefly, the following behaviors are NOT ALLOWED:

- Illegal activities such as gambling, fraud or copyright infringement.
- Viewing obscene materials or materials legally deemed harmful to minors.

Additionally, minors (children under age 18) are NOT ALLOWED to access the internet unless a signed agreement is on file or a parent/guardian is present.

Notice: The copyright law of the United States (Title 17 U.S. Code) governs the making of photocopies or other reproductions of copyrighted material. The person using this equipment is liable for any infringement.

The Grand County Public Library will not be liable to any person or persons for any direct, indirect, incidental, special, punitive or consequential damages of any character that arise from use of the wireless network or public access computers.

The Library has received funding from the federal Emergency Connectivity Fund (ECF) to purchase hotspots, tablets, and laptops. Any ECF supported equipment and services can only be provided to patrons who declare they do not have access to the equipment or services sufficient to access the internet.

The Library's computer policy is intended to meet the provisions of the Federal Children's Internet Protection Act and portions of the Utah Code described in UCA 9-7-213, 9-7-215, and 9-7-216.



257 East Center Street · Moab, Utah 84532
435-259-1111 · www.moablibrary.org

May 24, 2022

Chaundra Johnson, Division Director/ State Librarian
Utah State Library Division
250 N 1950 W, Suite A
Salt Lake City, UT 84116

Dear Chaundra,

In compliance with State of Utah Administrative Rule R458-2, we have enclosed a copy of the Grand County Public Library Internet and Online Access Policy for your review.

This document was reviewed and adopted in a library board meeting open to the public on May 24, 2022. The policy is intended to meet the provisions of Section 9-7-215, UCA.

Cordially,

Carrie Valdes
Library Director

Jenna Woodbury
Library Board Chair

Grand County Public Library Programming Policy

The Grand County Public Library will present programs that are informational, educational, cultural, and recreational to the citizens of Grand County. Library sponsored programs will often be presented in cooperation with other agencies and institutions as well as other public and private resources.

Programs will be planned to meet the interests and needs of community members. They will represent the library's philosophy of free access to information. Programs will be selected based on community interest, library partnerships with community organizations and available library resources. Program presenters and/or co-sponsors may be required to submit references from programs previously held at other libraries, book stores, etc. The ultimate responsibility for selection of library programs rests with the Library Director who operates within the framework of the policies determined by the Board of Directors.

Library sponsored programs will be free and open to the public except as noted below. There may occasionally be a materials donation requested by the co-sponsoring agency when these materials cannot be reproduced by the library due to copyright or other restrictions. However, when there is a fee for materials, this fee will be stated up front, and should not exceed actual material costs to the presenter. All materials to be used by a co-sponsoring body must be approved by the library before the scheduled program. There may occasionally be a refundable deposit collected in order to reserve a seat at a library program.

The library sponsors programs of a noncommercial nature. Commercial enterprises and non-profits that disseminate generic information pertaining to their enterprise, but which may be used in a general manner by the public (e.g., a lawyer speaking on estates), will be considered as program subjects. The purpose of all library sponsored programs must be information, educational, cultural and/or recreational rather than promotional. Program co-sponsors are allowed to collect contact info for participants, but the sign up sheet may not be passed around as an "attendance" sheet and it must state at the top that by signing the sheet the participant agrees that they would like to be contacted by the presenter with more information. Co-sponsors are allowed to pass out literature, but soliciting for donations, customers or any kind of fundraising is not allowed.

No individual or organization who presents a program at the library for public attendance is allowed to sell their product or services during their presentation or during their time at the library. Exempt from this may be authors or performers who come to speak about books they have authored or perform songs they have written or performed on video or audio. Before or after the presentation, the author, performer, or his/her representative may sell copies of the published or recorded work with the permission of the library.

Library staff plans library programs and makes them available to the community as a whole, but some programs, such as tours, may be given to designated groups on request. Advance ticketed programs are special events with limited seating. Ongoing program series or classes may restrict participation and be limited in enrollment. Examples include

computer classes and headstart programs.

Presentation at the library of any specific idea, strategy, financial plan, or investment does not constitute library endorsement. Organizations or business affiliation will be used by the library in our promotion of programs. This also does not constitute endorsement, merely acknowledgment.

Adopted by the Grand County Public Library Board, March 16, 2011 and reapproved on, May 17, 2012, October 17, 2013, October 23, 2014, October 22, 2015, March 29, 2017, and March 27, 2019.

I, _____, will be participating in a Grand County Public Library
please print full name

sponsored program on _____. By signing below, I acknowledge that I
month/day/year

have read and agree to abide by the rules outlined in the Grand County Public Library

Programming Policy.

signature

today's date

Grand County Public Library Programming Policy

The Grand County Public Library presents programs that are informational, educational, cultural, and recreational to the Grand County community. Library sponsored programs will often be presented in cooperation with other agencies and institutions as well as other public and private resources.

The Grand County Public Library's philosophy of open access to information and ideas extends to library programming. Programs are offered free of charge. Imposing monetary fees on program participation or attendance presents a barrier to access and does not support the library's mission.

Ultimate responsibility for programming rests with the Library Director, who administers within the framework of policies determined by the Library Board and Grand County Commission. The Library Director, in turn, delegates the authority for program management to appropriate departmental staff. Staff who present programs do so as part of their job.

The Director and staff use the following criteria in making decisions about program topics, speakers, and accompanying resources:

- Community needs and interests
- Availability of resources such as space, staff time, and/or budget
- Treatment of content for intended audience
- Educational and historical significance
- Presentation quality and presenter background/qualifications in content area
- Connection to other community programs, exhibitions, or events
- Relation to library collections, resources, exhibits, or other programs

The Library will make every attempt to accommodate all who wish to attend a program. However, when safety or available resources require it, attendance may be limited. When limits must be established, attendance will be determined on a first come, first served basis, either with advance registration or at the door.

The Grand County Public Library does not offer programs of a commercial nature. Representatives of businesses and for-profit enterprises can be presenters in library sponsored events, however, any information must be of general interest. The purpose of all library sponsored programs must be informational, educational, cultural and/or recreational rather than promotional. Presenters are allowed to pass out literature, but soliciting for donations, customers, or any kind of fundraising is not allowed.

No individual or organization who presents a program at the library is allowed to sell their product or services during their presentation or during their time at the library. However, recognizing that program attendees may wish to purchase books written or recordings made by

presenters, the library may permit the sale of such items in conjunction with a library sponsored program. All plans to sell such items must be arranged in advance and approved by the library staff responsible for the program. Presenters or their representatives are responsible for the handling of all sales.

Library sponsorship of a program does not constitute or imply an endorsement of its policies, beliefs, or subject matter by any library personnel or by the organization. Materials asking for library visitors to sign a petition or letter are not permitted at library programs. Time, place, and manner parameters for signature gathering are detailed in the library's Code of Conduct Policy. The library reserves the right to use video or photographs taken of program participants for internal use, publication, and use in library promotional outlets, and for evaluation purposes.

Community members can reserve a meeting room for presenting their own programs. Grand County Public Library does not sponsor these community programs, nor does the library provide marketing or promotional assistance for community-hosted programs. Publicity for events not sponsored by the library must include contact information for the entity responsible for the program and must not include the library's contact information. The library's name may only be used in reference to location, not sponsorship or affiliation. When the library is not sponsoring the meeting room program or event, any promotion must indicate that the library is not sponsoring or endorsing the program. The Grand County Public Library Meeting Room Reservation Policy further details requirements for meeting room use.

Adopted by the Grand County Public Library Board, March 16, 2011 and reapproved on, May 17, 2012, October 17, 2013, October 23, 2014, October 22, 2015, March 29, 2017, March 27, 2019, and revised/approved May 24, 2022.

GRAND COUNTY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
72-3110-000-000 LIBRARY GENERAL PROPERTY TAXES	14.61	14.61	1,031,677.00	1,031,662.39	.0
72-3111-000-000 LIBRARY PROPERTY TAX MISC.	.00	.00	8,000.00	8,000.00	.0
72-3113-000-000 FEE IN LIEU TAXES	2,903.54	2,903.54	32,000.00	29,096.46	9.1
72-3120-000-000 REDEMPTION PRIOR YEARS	4,343.90	4,343.90	18,600.00	14,256.10	23.4
72-3190-000-000 TAX PENALTIES & INTEREST	21.58	21.58	1,000.00	978.42	2.2
TOTAL TAXES	7,283.63	7,283.63	1,091,277.00	1,083,993.37	.7
<u>INTERGOVERNMENTAL</u>					
72-3340-000-000 CLEF GRANT	.00	.00	7,500.00	7,500.00	.0
72-3341-000-000 LSTA GRANT	(3,232.51)	(3,232.51)	61,000.00	64,232.51	(5.3)
72-3345-000-000 ARPA	9,172.80	9,172.80	.00	(9,172.80)	.0
TOTAL INTERGOVERNMENTAL	5,940.29	5,940.29	68,500.00	62,559.71	8.7
<u>MISCELLANEOUS</u>					
72-3610-000-000 INTEREST	.00	.00	715.00	715.00	.0
72-3650-000-000 LIBRARY FINES & FEES	1,070.12	1,070.12	1,000.00	(70.12)	107.0
TOTAL MISCELLANEOUS	1,070.12	1,070.12	1,715.00	644.88	62.4
<u>CONTRIBUTIONS</u>					
72-3890-000-000 CONTRIBUTION - LIBRARY FUND SU	.00	.00	185,915.00	185,915.00	.0
72-3891-000-000 DONATIONS	1,642.50	1,642.50	4,000.00	2,357.50	41.1
TOTAL CONTRIBUTIONS	1,642.50	1,642.50	189,915.00	188,272.50	.9
TOTAL FUND REVENUE	15,936.54	15,936.54	1,351,407.00	1,335,470.46	1.2

GRAND COUNTY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>					
72-4272-110-000 SALARIES	230,819.19	230,819.19	754,156.00	523,336.81	30.6
72-4272-130-000 EMPLOYEE BENEFITS	102,720.36	102,720.36	322,491.00	219,770.64	31.9
72-4272-210-000 PERIODICALS	2,055.77	2,055.77	3,400.00	1,344.23	60.5
72-4272-220-000 PUBLIC NOTICES	.00	.00	1,000.00	1,000.00	.0
72-4272-230-000 TRAVEL	5,446.38	5,446.38	5,000.00	(446.38)	108.9
72-4272-240-000 OFFICE SUPPLIES & EXPENSE	3,980.11	3,980.11	15,000.00	11,019.89	26.5
72-4272-250-000 EQUIPMENT MAINTENANCE	629.96	629.96	1,500.00	870.04	42.0
72-4272-260-000 BUILDING & GROUNDS MAINTENANCE	6,399.01	6,399.01	16,000.00	9,600.99	40.0
72-4272-270-000 UTILITIES	9,781.77	9,781.77	36,000.00	26,218.23	27.2
72-4272-290-000 FUEL	.00	.00	200.00	200.00	.0
72-4272-310-000 PROFESSIONAL & TECHNICAL SERVI	3,000.00	3,000.00	7,600.00	4,600.00	39.5
72-4272-320-000 JUVENILE COLLECTION DEVT.	2,283.84	2,283.84	12,000.00	9,716.16	19.0
72-4272-330-000 ADULT PROGRAMS	596.32	596.32	5,000.00	4,403.68	11.9
72-4272-340-000 JUVENILE AV	947.82	947.82	5,000.00	4,052.18	19.0
72-4272-360-000 CELL PHONE ALLOWANCE	810.00	810.00	2,160.00	1,350.00	37.5
72-4272-400-000 BOOKS	7,916.31	7,916.31	30,000.00	22,083.69	26.4
72-4272-410-000 DONATION EXPENDITURES	(33.75)	(33.75)	.00	33.75	.0
72-4272-420-000 AUDIO/VIDEO	3,721.12	3,721.12	13,000.00	9,278.88	28.6
72-4272-430-000 ART FUND	.00	.00	400.00	400.00	.0
72-4272-510-000 MEMBERSHIPS	.00	.00	3,000.00	3,000.00	.0
72-4272-520-000 INSURANCE	16.60	16.60	5,000.00	4,983.40	.3
72-4272-610-000 MISCELLANEOUS SUPPLIES	2,180.97	2,180.97	6,000.00	3,819.03	36.4
72-4272-620-000 TECHNICAL SERVICES	890.50	890.50	13,000.00	12,109.50	6.9
72-4272-750-000 LSTA GRANT EXPENSES	35,966.31	35,966.31	61,000.00	25,033.69	59.0
72-4272-780-000 CLEF GRANT EXPENSE	.00	.00	7,500.00	7,500.00	.0
72-4272-800-000 INVENTORY	719.00	719.00	5,000.00	4,281.00	14.4
72-4272-820-000 ARPA GRANT EXPENSE	7,034.08	7,034.08	.00	(7,034.08)	.0
72-4272-840-000 GRANT MATCH	4,160.82	4,160.82	10,000.00	5,839.18	41.6
72-4272-860-000 SCHOOLING	3,236.43	3,236.43	5,000.00	1,763.57	64.7
72-4272-930-000 CHILDREN'S PROGRAMS	1,600.36	1,600.36	6,000.00	4,399.64	26.7
TOTAL LIBRARY EXPENSES	436,879.28	436,879.28	1,351,407.00	914,527.72	32.3
TOTAL FUND EXPENDITURES	436,879.28	436,879.28	1,351,407.00	914,527.72	32.3
NET REVENUE OVER EXPENDITURES	(420,942.74)	(420,942.74)	.00	420,942.74	.0

GENERAL STATISTICS (including Castle Valley)								
Month	Walk-ins	Check-outs	Computer Use	Phone Calls	Ref Qs	ILLs	Holds	Meeting Room Use
January	4,261	12,481	1,824	1,395	999	45	1,084	62
February	4,585	11,274	1,772	1,217	1,005	41	924	83
March	7,585	12,520	2,332	1,387	1,258	55	953	119
April	8,828	11,854	2,126	1,224	1,351	32	675	163
May								
June								
1st Half	25,259	48,129	8,054	5,223	4,613	173	3,636	427
July								
August								
September								
October								
November								
December								
2nd Half	0	0	0	0	0	0	0	0
Totals	25,259	48,129	8,054	5,223	4,613	173	3,636	427

CASTLE VALLEY			
Walk-ins	Phone Calls	Ref Qs	Check-outs
0	260	6	300
0	254	8	323
0	293	12	442
123	182	10	360
123	989	36	1,425
0	0	0	0
123	989	36	1,425

PROGRAMS (Including Castle Valley)								
Month	Children's Programs	# Attends	YA Programs	# Attends	Adult Programs	# Attends	Total Programs	Total # Attends
January	27	201	1	24	5	203	33	428
February	24	152	2	48	3	12	29	212
March	29	124	1	24	4	62	34	210
April	30	239	0	0	3	22	33	261
May								
June								
1st Half	110	716	4	96	15	299	129	1,111
July								
August								
September								
October								
November								
December								
2nd Half	0	0	0	0	0	0	0	0
Totals	110	716	4	96	15	299	129	1,111

LIBRARY CARDS			
Total Cards	Adult	Child	Non-resident
67	65	2	2
57	50	7	0
107	84	23	2
93	76	17	3
324	275	49	7
0	0	0	0
324	275	49	7

MONEY					
Month	Donations	Cards	Copies	Supplies	Total
January	\$417.50	\$30.00	\$148.50	\$16.00	\$612.00
February	\$100.00	\$30.00	\$176.25	\$29.25	\$335.50
March	\$125.00	\$15.00	\$200.00	\$11.00	\$351.00
April	\$850.00	\$45.00	\$130.00	\$32.00	\$1,057.00
May					\$0.00
June					\$0.00
1st Half	\$1,492.50	\$120.00	\$654.75	\$88.25	\$2,355.50
July					\$0.00
August					\$0.00
September					\$0.00
October					\$0.00
November					\$0.00
December					\$0.00
2nd Half	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$1,492.50	\$120.00	\$654.75	\$88.25	\$2,355.50

Wi-Fi
Sessions
11,476
14,122
27,573
33,220
86,391
0
86,391

Mango
Sessions
98
71
38
47
254
0
254

Outreach	
Programs	# Books / Attends
0	0
0	0
1	50
1	49
2	99
0	0
2	99

Laptop Usage		
Month	Parent	Info Desk
January	0	0
February	0	0
March	8	0
April	10	0
May		
June		
1st Half	18	0
July		
August		
September		
October		
November		
December		
2nd Half	0	0
Totals	18	0

Overdrive Stats			
E-Audio	E-Books	Videos	Sign-ups
1,792	796	32	46
1,449	656	14	33
1,488	663	11	25
1,480	674	5	22
6209	2789	62	126
0	0	0	0
6,209	2,789	62	126

Projector
Checkouts
2
3
2
6
13
0
13

Self Checkout	
Sessions	Checkouts
430	1,396
414	1,327
473	1,387
488	1,390
1,805	5,500
0	0
1,805	5,500

2022 Acquisitions by Month

Call Number	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
Adult Fiction	106	96	81	71									354	21.4%
Adult Non-Fiction	77	61	44	62									244	14.7%
Board Books	2	2	3	6									13	0.8%
Binge Boxes	0	0	0	0									0	0.0%
Biographies	21	7	7	10									45	2.7%
Audio Books - CD	14	15	1	20									50	3.0%
E-Books / E-Audio	13	8	6	11									38	2.3%
Fiction DVD	41	10	33	16									100	6.0%
Juv. Biographies	0	6	9	1									16	1.0%
Juv. Chapter Books	3	6	1	2									12	0.7%
Juv. Audio Books - CD	0	0	0	0									0	0.0%
Juv. Comics / G.N.	4	17	15	5									41	2.5%
Juvenile DVD	7	3	3	7									20	1.2%
Juv. Music CD	0	0	0	0									0	0.0%
Juvenile Non-Fiction	5	12	7	7									31	1.9%
Juvenile Playaway	0	0	2	1									3	0.2%
Juvenile Spanish	9	7	0	0									16	1.0%
Juvenile Books	7	17	12	10									46	2.8%
Large Print	1	14	24	8									47	2.8%
Leveled Reader	3	1	2	1									7	0.4%
Magazine	58	81	99	92									330	19.9%
Music CD	4	7	10	14									35	2.1%
Mass Market Paperback	0	0	0	0									0	0.0%
MP3 Format CD	0	0	0	0									0	0.0%
Non-Fiction DVD	5	3	11	1									20	1.2%
Over-Sized Books	0	0	0	0									0	0.0%
Parenting	1	1	0	0									2	0.1%
Picture Books	20	12	14	16									62	3.7%
Playaways	0	1	0	0									1	0.1%
Playaway Video	0	0	0	0									0	0.0%
Puzzle	13	7	7	1									28	1.7%
Reference	0	0	0	0									0	0.0%
Read Along	0	23	0	0									23	1.4%
Spanish	8	0	0	2									10	0.6%
Young Adult	7	19	10	5									41	2.5%
YA Audio Books - CD	0	0	1	0									1	0.1%
YA Comics / G.N.	7	8	0	1									16	1.0%
YA Playaway	0	4	0	1									5	0.3%
Totals	436	448	402	371	0	0	0	0	0	0	0	0	1657	Total