

Agenda  
*Grand County Public Library*  
Board of Directors  
Thursday, September 22, 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 Thursday, September 22, 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 (May 24th, 2022) (Action Item - Mailed)
- III. Review of Bills
- IV. Citizens to be Heard
- V. Director's Report
- VI. Old Business
- VII. Consent Agenda
- VIII. New Business
  - A. Discussion and Recommendation of a renewed Memorandum of Understanding (MOU) with the Friends of the Grand County Public Library to the Grand County Commission for Approval (Action Item)
  - B. Discussion and Recommendation of a renewed Inter Local Agreement with San Juan County to the Grand County Commission for Approval (Action Item)
  - C. Discussion and Recommendation of a Grand County Public Library Fee Schedule to the Grand County Commission for Approval (Action Item)
  - D. Discussion and Recommendation of a 2023 Grand County Public Library Budget to the Grand County Budget Advisory Board (Action Item)
  - E. Discussion of Upcoming Board Vacancies

- 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, November 10, 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  
May 24, 2022 5:00 pm  
Board Room, Grand County Public Library

In attendance for the May 24, 2022 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Jenna Woodbury, Didar Charles, Rose List, Trish Hedin, and Lillian Scott. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Assistant Director (minutes). Alanna Simmons-Cameron, Jeremy Lynch, and Rachel Stenta were absent.

Jenna called the meeting to order at 5:04 p.m.

Approval of the minutes for the March 10, 2022 meeting was discussed. Didar made a motion to approve the minutes as presented. Rose 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. The library has received 25 new iPads via the ECF grant, which will soon be circulating to patrons. A Utah State Library technology enhancement grant is being used to replace the library's children's computers, which were the oldest patron computers in the building. Two collection development grants from the Utah State Library will also be used to support collection development for both adults and youth. One of the grants is focused on acquiring more materials in Spanish and Navajo.

The large meeting room project is close to complete. Supply chain issues continue to delay the arrival of table-top microphones and a document projector, but everything else has successfully been installed. The updated space has been used a few times and the newly installed technology is working great. Grand County Maintenance Department has been helping to address numerous facilities needs in and around the library as the building continues to show its age.

The Castle Valley branch is now open to the public four days a week. The library has partnered with the state health department to give away free covid home tests from both the Moab and Castle Valley library locations. The Friends of the Library have begun accepting payments and donations via Venmo – a change that has excited many patrons. The library is preparing for summer reading programming for all ages. Staff have recently hosted several events including an outdoor film, financial literacy classes, and outdoor story times. Library staff have also been attending the city's bi-monthly Arts & Ag event in Swanny Park with the book bike.

Carrie concluded the Director's Report and shared that the state auditor recently finalized Grand County's 2021 budget numbers. She has not yet received a report regarding the finalization of the library's 2021 budget, but will inform the Board if any unexpected information is received.

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 Meeting Room Reservation Policy. No changes were recommended by library staff. Jenna asked about the policy's statement that the library can cancel a patron's reservation if it's determined that the library needs the room. Carrie replied that such a situation is very rare, but is stated in the policy in case of an unexpected need. Jenna made a motion to approve the policy as written. Didar seconded the motion and it passed unanimously.

There was no Consent Agenda.

The Board moved on to New Business. The first item on the agenda under New Business was review and consideration of approval of a revised Grand County Public Library Computer Use Policy. Carrie stated that the policy must be reviewed and approved by the Board at least once every three years for the library to be eligible to receive any federal funding, which includes LSTA, ARPA, and other grant opportunities via the Utah State Library. New language had to be added to the policy this year to comply with Emergency Connectivity Fund (ECF) grant requirements. Discussion followed. Didar made a motion to approve the revised policy as presented. Jenna seconded the motion and it passed unanimously.

The second item on the agenda under New Business was review and consideration of approval of a revised Grand County Public Library Programming Policy. Carrie noted that the policy was rewritten to define parameters for library-only programs, library partnership programs, and outside entities' use of library space for non-library programs. The rewritten policy is based on policy language from other public libraries and input from GCPL staff and management. Discussion followed. Jenna made a motion to approve the rewritten policy as presented. Didar seconded the motion and it passed unanimously.

The Board moved on to Board Member Reports. Jenna shared that she is working with library staff to coordinate a library sponsored Weed and Feed at the Youth Garden Project on June 29.

The Board discussed Future Agenda Items. The regularly scheduled July meeting will likely be cancelled due to library staff and board member availability over the summer.

A closed session was not needed. Jenna adjourned the meeting at 5:36 p.m.

## **Memorandum of Understanding**

### **Between the Grand County Public Library and the Grand County Public Library Friends**

This Memorandum of Understanding (hereinafter “MOU”) is entered by and between the Grand County Public Library Friends (hereinafter “Friends”) and the Grand County Public Library (hereinafter “Library”) this the \_\_\_\_day of \_\_\_\_\_, 2022.

#### **RECITALS**

**WHEREAS**, the Library is a department of Grand County.

**WHEREAS**, the Friends is a 501(c)(3) nonprofit corporation whose purpose is to create public awareness of the Library, promote literacy and provide volunteer and financial support beyond the Library’s budget through fundraising activities, endowments, bequests, and donations of books, magazines, and desirable collections;

**WHEREAS**, the Friends and the Library desire to work together in coordinating their efforts relative to the parties’ individual and combined fundraising activities and the Friend’s funding support and volunteer service donated to the Library;

**NOW, THEREFORE**, the Parties have agreed upon the terms of this MOU whereby certain obligations are undertaken, as described herein

#### **SECTION I**

##### **PURPOSE AND SCOPE OF MOU**

The Library and Friends acknowledge and agree that the purpose of this MOU is to identify the parties’ respective intentions and understandings relative to the parties fundraising, strategic initiatives, planning, advocacy and utilization of donated materials and funding.

#### **SECTION II**

##### **LIBRARY’S OBLIGATIONS TO THE FRIENDS**

**2.1 Long Term Planning and Strategic Initiatives.** At the beginning of each fiscal year, the Library will discuss with the Friends the Library’s long term plans, goals and strategic initiatives and agrees to involve the Friends in the long term planning process. The Library also agrees to solicit input from the Friends regarding how the Friend’s resources and support could assist the Library in formulating and reaching it strategic initiatives.

**2.2 The Library’s “Wish List”.** At the beginning of each fiscal year and periodically thereafter as determined by the Library, the Library shall provide the Friends with a written summary

or “wish list” that describes the Library’s needs and anticipated support from the Friends to meet those needs. The Library shall prioritize these needs and state the funding support necessary to meet those needs.

**2.3 Staff Support.** The Library agrees to provide the Friends with staff support to assist with fundraising, completing grant applications or the creation and coordination of Friends’ promotional materials. The parties agree and acknowledge that the Library’s ability to provide staff support will be governed by the Library’s operational priorities. The Library will use its best efforts to make staff available for assistance, the dates, time, and number of staff support will be at the sole discretion of the Library.

**2.4 Public Space Provided.** The Library agrees to provide the Friends public space for displaying Friends’ ~~membership brochures and~~ materials, a webpage on the Library’s website, limited storage space for book sale materials and supplies, use of the Library’s meeting rooms, limited storage space for office supplies and archives, and other office needs (including a mailing address, an email account, computer space for storage of electronic files and use of the Library’s copy machine). The parties agree and acknowledge that the Friends will not be required to pay any additional consideration for these items and that the Library, in its sole discretion, will determine the size, times and/or location of the items identified in this subsection.

**2.5 Lockbox Provided.** The Library agrees to allow the Friends to use a lockable self-pay box into which ~~all~~ Friends ~~membership~~ money and Friends correspondences collected by Library staff will be deposited, and a self-pay box into which all money from the book sale ~~earn~~ in the front lobby will be deposited.

**2.6 Participation in Friends Meetings.** Library staff and Library Board members are encouraged to become members of the Friends and to attend Friends meetings. However, Library staff and Library Board members shall not hold office nor serve on the Friends Board.

### SECTION III

#### FRIENDS’ OBLIGATIONS TO THE LIBRARY

**3.1 Public Support.** The Friends agree to publicly support the Library and its policies. The Friends agree to engage in advocacy efforts on behalf of the Library under the guidance of the Library and the Library’s Board of Trustees. In its advocacy role the Friends may speak out in the interest of providing such things as expanded library services, more library branches or protecting the existence of library branches already in the system particularly when the Library is restricted from public advocacy, political or otherwise.

**3.2 Volunteers.** The Friends agree that they will be an organization consisting solely of unpaid volunteers and the parties agree that this MOU must be amended in writing before the Friends hires paid employee(s).

**3.3 Fundraising Revenue.** The Friends agree that all monies collected from ~~book sales or materials sold from~~ the lobby book sale ~~earn~~ will be spent exclusively for Library programs, services, and other Library defined needs and that they will work with the Library’s Administration to determine how money raised by the Friends can best assist the Library. The Friends agree that all monies collected from ~~memberships,~~ donations and fundraising other than the lobby book sales will also be spent on

Library programs, services, and other Library defined needs except for administrative costs including but not limited to, the Friends' annual corporation filing fee, postage, and blank checks.

**3.4 Annual Accounting.** The Friends agree to provide an annual accounting of revenues and expenses to the Grand County Clerk for review to ensure that all Friends monies are being spent according to this MOU.

**3.5 Approval of Expenditures.** The Friends agree that each item on the "wish lists" from the Library will be subject to a motion of the Friends as funds become available.

**3.6 Library Acceptance of Donated Materials.** The Friends agree that if an individual or organization donates books or audiovisual materials directly to the Friends, the Friends will allow Library staff to review the materials to select materials to be added to the Library's collection before the materials are sold ~~at a~~ in the lobby book sale. The Friends agree that the Library, in its sole discretion, will make the determination to accept or decline any materials gifted to the Library directly or through the Friends. The Friends will not charge the Library for any gifted materials.

**3.7 Library Surplus Materials Policy.** The Friends agree to abide by the conditions detailed in the Grand County Public Library Surplus Materials Policy.

**3.8 Clerical Support.** The Friends agree to provide the majority of the clerical support for their activities, including, but not limited to: creating/mailing/posting agendas, writing and distribution of minutes, ~~processing membership applications,~~ maintaining files, etc. Other than photocopies the Friends will provide their own supplies and paper goods, including postage.

**3.9 Maintaining and Sharing of Records.** The Friends are responsible for maintaining their archived records which are stored at the Library. ~~The Friends agree to update their membership list on a monthly basis and provide the Library with this updated membership list.~~

**3.10 Library Participation in Friend's Meetings.** The Friends agree to include a member from the Library's administration and a Library board member as non-voting presences at all Friends' meetings and to allow room on the agenda for a Library report.

**3.11 Book Sales.** The Friends agree to stock the book sale ~~cart~~ in the library's lobby ~~and to maintain displays of membership applications at the library.~~ The Friends agree to collect and deposit the money from the self-pay boxes on a weekly basis, and the Friends agree that it is the sole responsibility of the Friends to collect and account for monies from the self-pay boxes and that no liability accrues to the library or library staff for damage or theft.

**3.12 Grants.** The Friends agree to work closely with Library staff when applying for grants.

**3.13 Meetings and Records.** The Friends agree to provide advance notice to the Library of all meetings, and to distribute meeting minutes and financial reports to Library staff in a timely manner so that minutes and financial reports are available for public inspection. The Friends agree to maintain all their records in a businesslike manner.

**3.14 Dissolution.** The Friends agree that if they cease to actively fundraise and promote the Library, or lose nonprofit status, or if this MOU is terminated by either party, the Friends will dissolve the Friends nonprofit corporation by filing the appropriate articles of dissolution with the State,

allowing for a new Friends group to be established in the future. Before dissolution, the Friends will donate the balance of their bank account to the Library.

## SECTION IV

### MISCELLANEOUS

- 4.1 Term of Agreement.** This MOU is executed as of the date of the last signature and remains in effect for five (5) years, unless terminated earlier by either party as per the Section 4.2 of this MOU.
- 4.2 Termination.** Either party may terminate its participation in this MOU prior to its expiration by giving the other party at least ninety (90 days) advanced written notice. The parties agree that this MOU may be terminated for any reason at any time before the date of expiration of the term identified in Section 4.1 by providing written notice to the other party.
- 4.3 Entire Agreement.** This MOU merges and supersedes all prior negotiations, representations and agreements between the parties relating to the subject matter hereof and constitutes the entire agreement between the parties.
- 4.4 Modification/Amendment.** This MOU shall not be modified or amended except by mutual agreement of the Parties hereto in writing, which shall be signed by the duly authorized representative of the Parties.
- 4.5 Severability.** Whenever possible each provision of this MOU shall be interpreted in such a manner as to be valid; but, if any provision of this MOU shall be held, in a final judicial determination, to be invalid or prohibited under applicable law, such provision shall be severed, and the remaining provisions of this MOU shall remain in effect. Notwithstanding the foregoing, however, should such judicially determined invalidity of any provision of this MOU frustrate the intended purpose of the parties, as expressed herein, such invalidity shall cause this MOU to be terminated, with the parties, to the extent possible, to be restored to the status quo as though this MOU had not been signed.
- 4.6 Indemnification.** Each party shall indemnify, save harmless and defend the other party, and the other party's officers, agents, employees and representatives, from and against any and all liabilities, claims, penalties, forfeitures, suits, and the costs and expenses incident thereto, which may hereafter arise or be incurred, that are caused in whole or in part, by any negligent or willful act or omission of the indemnifying party, its officers, agents, employees and representatives.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2022

GRAND COUNTY PUBLIC LIBRARY

By: \_\_\_\_\_

Its: \_\_\_\_\_

GRAND COUNTY PUBLIC LIBRARY  
FRIENDS

By: \_\_\_\_\_

Its: \_\_\_\_\_

Inter-local Agreement Between  
Grand County Public Library and San Juan County Library  
To Provide Library Services to San Juan County Residents with 84532 Zip Codes

This agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the Grand County Public Library (GCPL), and the San Juan County Library (SJCL).

WHEREAS, San Juan County residents pay San Juan County taxes in benefit of the San Juan County Library; and

WHEREAS, San Juan County residents are required to purchase a non-resident library card to use the Grand County Public Library; and

WHEREAS, San Juan County residents with Moab zip codes (84532) are geographically considerably closer to the Grand County Public Library; and

WHEREAS, San Juan County residents with Moab zip codes are currently without Library services;

NOW THEREFORE, in consideration of the benefits to be received by the two library systems and their respective customers and of the mutual covenants contained here, it is hereby agreed by GCPL and SJCL as follows:

1. **Purpose.** The purpose of this Agreement is to establish an agreement to provide library services to San Juan County residents with Moab zip codes.
2. **Term.** The term of this Agreement shall be from January 1, 20~~23~~<sup>17</sup> to December 31, 20~~24~~<sup>74</sup>.
3. **Specific Provisions.** San Juan County residents with Moab zip codes may obtain a library card from GCPL without payment of any non-resident fees under the following conditions.
  - a. They can provide GCPL proof of residence in an area of San Juan County with a Moab zip code.
  - b. SJCL pays GCPL a yearly fee of \$6,000 to be received before January 31 for that year.
4. **Review.** The Directors of GCPL and SJCL will review this Agreement and will submit a final report to their respective Board of Directors prior to December 31, 20~~24~~<sup>74</sup>.
5. **Liability.** Each library system shall, at all times, be solely responsible for the acts, or the failure to act, of its personnel that occurs or arises in any way out of the performance of this Agreement by its personnel only; and to save and

hold the other party and its personnel and officials harmless from all costs, expenses, losses and damages, including cost of defense, incurred as a result of any acts or omissions of the library's personnel relating to the performance of this Agreement.

6. **Amendment.** This Agreement may be modified only by further agreement in writing as mutually agreed to by both library systems.
7. **Modification.** This Agreement represents the entire Agreement between GCPL and SJCL. No change, termination or attempted waiver of any of the provisions of this Agreement shall be binding on the parties unless executed in writing by authorized representatives of the library systems. The Agreement shall not be modified, supplemented, or otherwise affected by any course of dealing between the parties.
8. **Severability.** If any provisions of the Agreement or its application are held invalid, the remainder of the Agreement shall not be affected.
9. **Mediation/Arbitration Clause.** If a dispute arises from or relates to this Agreement or the breach thereof and if the dispute cannot be resolved through direct discussion, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator before resorting to arbitration. The mediator will be selected by agreement of the library systems. Following mediation, or upon written agreement of the parties to waive mediation, any unresolved controversy or claim arising from or relating to the Agreement or breach thereof shall be settled through arbitration. The arbitrator may be selected by agreement of the library systems. All fees and expenses for mediation or arbitration shall be borne by the parties equally. However, each library system shall bear the expense of its own counsel, experts, witnesses and preparation and presentation of evidence.
10. **Benefit.** This Agreement is entered into for the benefit of the parties to this Agreement only and shall confer no benefits, directly or implied on any third person.

GRAND COUNTY ~~COMMISSION COUNCIL~~ CHAIR SAN JUAN COUNTY REPRESENTATIVE

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**3.06.130 Fees of the Public Library.**

**A.** The following fees and charges are approved and shall be assessed and collected by the Public Library:

<b>Services</b>	<b>Fees</b>
Library cards	
Quarterly fee for non-resident adult	\$15.00
Annual fee for non-resident adult	\$60.00
Lost or damaged library materials <sup>1</sup>	Replacement cost
Blank compact discs	\$1.00
Ear buds	\$2.00
Batteries	\$1.00
Envelope (letter size)	\$0.25
Manila envelope	\$0.50
USB Flashdrives	Actual cost

<sup>1</sup> Note: Library lost or damaged fees may be waived by the Library Director or designee.

	2021 Full Year Actuals	2022 YTD Actuals	2022 Annual Budget	2022 Current Year Annual Projection	2023 Initial Budget Request	2023 Initial Budget Request Comments
<b>REVENUES</b>						
72-3110-000-000. LIBRARY GENERAL PROPERTY TAXES	-1,022,547	-24,753	-1,031,677	0	0	
72-3111-000-000. LIBRARY PROPERTY TAX MISC.	-7,024	-3,309	-8,000	0	0	
72-3113-000-000. FEE IN LIEU TAXES	-36,717	-15,208	-32,000	0	0	
72-3120-000-000. REDEMPTION PRIOR YEARS	-55,172	-11,229	-18,600	0	0	
72-3125-000-000. PROTEST TAXES	0	0	0	0	0	
72-3190-000-000. TAX PENALTIES & INTEREST	-1,422	-249	-1,000	0	0	
72-3339-000-000. CENSUS	0	0	0	0	0	
72-3340-000-000. CLEF GRANT	-7,400	0	-7,500	-7,350	-7,350	
72-3341-000-000. LSTA GRANT	-55,394	-34,763	-61,000	-44,000	0	
72-3342-000-000. AKLIDJRFOAISJF	0	0	0	0	0	
72-3343-000-000. GATES GRANT	0	0	0	0	0	
72-3344-000-000. CASTLE VALLEY GRANT	0	0	0	0	0	
72-3345-000-000. ARPA	0	-33,033	0	-40,000	0	
72-3346-000-000. LSTA GRANT SPRING 2004	0	0	0	0	0	
72-3347-000-000. UPLIFT GRANT	0	0	0	0	0	
72-3348-000-000. GATES STAYING CONNECTED GRANT	0	0	0	0	0	
72-3349-000-000. ROCKY MOUNTAIN POWER GRANT	0	0	0	0	0	
72-3350-000-000. SAN JUAN COUNTY ILA	-6,000	0	0	0	-6,000	
72-3380-000-000. EXPENSE REIMBURSEMENT	-40	0	0	0	0	
72-3610-000-000. INTEREST.	-81	0	-715	0	0	
72-3650-000-000. LIBRARY FINES & FEES	-1,480	-2,042	-1,000	-2,500	-2,500	
72-3651-000-000. LITERATURE GROUP	0	0	0	0	0	
72-3652-000-000. LITERACY PROGRAM	0	0	0	0	0	
72-3654-000-000. INSURANCE CLAIM PAYMENT	0	0	0	0	0	
72-3890-000-000. CONTRIBUTION - LIBRARY FUND SU	0	0	-185,915	0	0	
72-3891-000-000. DONATIONS	-5,051	-2,765	-4,000	-4,000	-4,000	
72-3892-000-000. FRIENDS OF THE LIBRARY	0	0	0	-3,000	0	
72-3893-000-000. CITY OF MOAB GRANT	0	0	0	0	0	

72-3894-000-000. UHC GRANT	0	0	0	0	0	
72-3895-000-000. TRANSFER FROM CAP PROJECTS	0	0	0	0	0	
	-1,198,328	-127,351	-1,351,407	-100,850	-19,850	
<b>EXPENSES</b>						
72-4272-110-000. SALARIES	528,145	436,434	754,156	754,156	0	
72-4272-110-001. OVERTIME	0	290	0	0	0	
72-4272-130-000. EMPLOYEE BENEFITS	263,768	193,579	322,491	322,491	0	
72-4272-210-000. PERIODICALS	2,646	2,235	3,400	3,400	3,400	
72-4272-220-000. PUBLIC NOTICES	0	0	1,000	0	0	
72-4272-230-000. TRAVEL	0	5,661	5,000	6,500	6,500	
72-4272-240-000. OFFICE SUPPLIES & EXPENSE	11,642	7,340	15,000	15,000	15,000	
72-4272-250-000. EQUIPMENT MAINTENANCE	2,002	924	1,500	1,500	1,500	
72-4272-260-000. BUILDING & GROUNDS MAINTENANCE	10,496	10,601	16,000	16,000	28,000	12,000 increase for rent on teen center
72-4272-270-000. UTILITIES	29,277	19,379	36,000	36,000	54,000	18,000 increase for hotspot data
72-4272-290-000. FUEL	0	0	200	0	0	
72-4272-310-000. PROFESSIONAL & TECHNICAL SERVI	7,200	4,800	7,600	7,200	7,200	
72-4272-320-000. JUVENILE COLLECTION DEVT.	12,029	6,174	12,000	12,000	12,000	
72-4272-330-000. ADULT PROGRAMS	2,532	2,291	5,000	5,000	5,000	
72-4272-340-000. JUVENILE AV	4,833	1,894	5,000	5,000	5,000	
72-4272-360-000. CELL PHONE ALLOWANCE	2,063	1,440	2,160	2,140	2,140	
72-4272-400-000. BOOKS	27,605	15,329	30,000	30,000	30,000	
72-4272-410-000. DONATION EXPENDITURES	-49	492	0	580	500	
72-4272-420-000. AUDIO/VIDEO	13,259	7,586	13,000	13,000	13,000	
72-4272-430-000. ART FUND	0	250	400	400	400	
72-4272-510-000. MEMBERSHIPS	2,995	0	3,000	3,000	3,000	
72-4272-520-000. INSURANCE	4,895	5,351	5,000	5,351	5,351	
72-4272-610-000. MISCELLANEOUS SUPPLIES	6,468	5,881	6,000	6,000	6,000	
72-4272-620-000. TECHNICAL SERVICES	16,395	7,229	13,000	16,000	18,000	Software increases
72-4272-720-000. CAPITOL OUTLAY - BUILDINGS	0	0	0	0	0	
72-4272-730-000. CAPITOL-BUILDING IMPROVEMENTS	0	0	0	0	0	
72-4272-740-000. CAPITAL OUTLAY - EQUIPMENT	0	0	0	0	0	
72-4272-750-000. LSTA GRANT EXPENSES	52,616	52,410	61,000	44,000	0	
72-4272-760-000. UPLIFT GRANT	0	0	0	0	0	
72-4272-770-000. ASSISTIVE TECHNOLOGY GRANT EXP	0	0	0	0	0	

72-4272-780-000. CLEF GRANT EXPENSE	7,400	0	7,500	7,350	7,350	
72-4272-790-000. GATES GRANT	0	0	0	0	0	
72-4272-800-000. INVENTORY	0	4,163	5,000	5,000	5,000	
72-4272-810-000. UHC GRANT EXPENSE	0	0	0	0	0	
72-4272-820-000. ARPA GRANT EXPENSE	0	31,987	0	40,000	0	
72-4272-830-000. GATES STAYING CONNECTED GRANT	0	0	0	0	0	
72-4272-840-000. GRANT MATCH	6,781	8,660	10,000	10,000	10,000	
72-4272-841-000. CENSUS	0	0	0	0	0	
72-4272-860-000. SCHOOLING	320	6,420	5,000	6,500	5,000	
72-4272-910-000. TRANSFER TO CAPITOL PROJECTS F	0	0	0	0	0	
72-4272-920-000. CONTRIBUTION TO FUND BALANCE	0	0	0	0	0	
72-4272-930-000. CHILDREN'S PROGRAMS	4,934	2,402	6,000	6,000	6,000	
72-4272-940-000. COVID-19	0	0	0	0	0	
	1,020,252	841,203	1,351,407	1,379,568	249,341	

# Board of Directors 2022

## Grand County Public Library

257 East Center Street, Moab, UT 84532 | 435-259-1111

Jeremy Lynch

[jeremyelliottlynch@gmail.com](mailto:jeremyelliottlynch@gmail.com)

2<sup>nd</sup> term expires 12/31/2022

Jenna Woodbury

[jennadubya@yahoo.com](mailto:jennadubya@yahoo.com)

2<sup>nd</sup> term expires 12/31/2023

Rose List

[meganlistxx@gmail.com](mailto:meganlistxx@gmail.com)

1<sup>st</sup> term expires 12/31/2023

Didar Charles

[didarcharles@gmail.com](mailto:didarcharles@gmail.com)

1<sup>st</sup> term expires 12/31/2024

Rachel Stenta

[rachel@moabtique.com](mailto:rachel@moabtique.com)

1<sup>st</sup> term expires 12/31/2025

Alanna Simmons-Cameron

[simmons-cameron@grandschools.org](mailto:simmons-cameron@grandschools.org)

2<sup>nd</sup> term expires 12/31/2025

Lillian Scott, high school representative

[lilliangracescott@gmail.com](mailto:lilliangracescott@gmail.com)

Term expires 12/31/2022

Trisha Hedin, appointed Grand County Commission member

[thedin@grandcountyutah.net](mailto:thedin@grandcountyutah.net)

GRAND COUNTY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
72-3110-000-000 LIBRARY GENERAL PROPERTY TAXES	24,753.18	24,753.18	1,031,677.00	1,006,923.82	2.4
72-3111-000-000 LIBRARY PROPERTY TAX MISC.	3,308.87	3,308.87	8,000.00	4,691.13	41.4
72-3113-000-000 FEE IN LIEU TAXES	15,208.10	15,208.10	32,000.00	16,791.90	47.5
72-3120-000-000 REDEMPTION PRIOR YEARS	11,229.09	11,229.09	18,600.00	7,370.91	60.4
72-3190-000-000 TAX PENALTIES & INTEREST	249.31	249.31	1,000.00	750.69	24.9
<b>TOTAL TAXES</b>	<b>54,748.55</b>	<b>54,748.55</b>	<b>1,091,277.00</b>	<b>1,036,528.45</b>	<b>5.0</b>
<u>INTERGOVERNMENTAL</u>					
72-3340-000-000 CLEF GRANT	.00	.00	7,500.00	7,500.00	.0
72-3341-000-000 LSTA GRANT	34,762.73	34,762.73	61,000.00	26,237.27	57.0
72-3345-000-000 ARPA	33,032.80	33,032.80	.00	( 33,032.80)	.0
<b>TOTAL INTERGOVERNMENTAL</b>	<b>67,795.53</b>	<b>67,795.53</b>	<b>68,500.00</b>	<b>704.47</b>	<b>99.0</b>
<u>MISCELLANEOUS</u>					
72-3610-000-000 INTEREST.	.00	.00	715.00	715.00	.0
72-3650-000-000 LIBRARY FINES & FEES	2,041.93	2,041.93	1,000.00	( 1,041.93)	204.2
<b>TOTAL MISCELLANEOUS</b>	<b>2,041.93</b>	<b>2,041.93</b>	<b>1,715.00</b>	<b>( 326.93)</b>	<b>119.1</b>
<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	2,764.58	2,764.58	4,000.00	1,235.42	69.1
<b>TOTAL CONTRIBUTIONS</b>	<b>2,764.58</b>	<b>2,764.58</b>	<b>189,915.00</b>	<b>187,150.42</b>	<b>1.5</b>
<b>TOTAL FUND REVENUE</b>	<b>127,350.59</b>	<b>127,350.59</b>	<b>1,351,407.00</b>	<b>1,224,056.41</b>	<b>9.4</b>

GRAND COUNTY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>					
72-4272-110-000 SALARIES	436,433.91	436,433.91	754,156.00	317,722.09	57.9
72-4272-110-001 OVERTIME	290.01	290.01	.00	( 290.01)	.0
72-4272-130-000 EMPLOYEE BENEFITS	193,578.95	193,578.95	322,491.00	128,912.05	60.0
72-4272-210-000 PERIODICALS	2,234.97	2,234.97	3,400.00	1,165.03	65.7
72-4272-220-000 PUBLIC NOTICES	.00	.00	1,000.00	1,000.00	.0
72-4272-230-000 TRAVEL	5,661.38	5,661.38	5,000.00	( 661.38)	113.2
72-4272-240-000 OFFICE SUPPLIES & EXPENSE	7,339.85	7,339.85	15,000.00	7,660.15	48.9
72-4272-250-000 EQUIPMENT MAINTENANCE	923.93	923.93	1,500.00	576.07	61.6
72-4272-260-000 BUILDING & GROUNDS MAINTENANCE	10,601.30	10,601.30	16,000.00	5,398.70	66.3
72-4272-270-000 UTILITIES	19,379.39	19,379.39	36,000.00	16,620.61	53.8
72-4272-290-000 FUEL	.00	.00	200.00	200.00	.0
72-4272-310-000 PROFESSIONAL & TECHNICAL SERVI	4,800.00	4,800.00	7,600.00	2,800.00	63.2
72-4272-320-000 JUVENILE COLLECTION DEVT.	6,174.08	6,174.08	12,000.00	5,825.92	51.5
72-4272-330-000 ADULT PROGRAMS	2,291.06	2,291.06	5,000.00	2,708.94	45.8
72-4272-340-000 JUVENILE AV	1,893.78	1,893.78	5,000.00	3,106.22	37.9
72-4272-360-000 CELL PHONE ALLOWANCE	1,440.00	1,440.00	2,160.00	720.00	66.7
72-4272-400-000 BOOKS	15,328.84	15,328.84	30,000.00	14,671.16	51.1
72-4272-410-000 DONATION EXPENDITURES	492.00	492.00	.00	( 492.00)	.0
72-4272-420-000 AUDIO/VIDEO	7,585.89	7,585.89	13,000.00	5,414.11	58.4
72-4272-430-000 ART FUND	250.00	250.00	400.00	150.00	62.5
72-4272-510-000 MEMBERSHIPS	.00	.00	3,000.00	3,000.00	.0
72-4272-520-000 INSURANCE	5,351.06	5,351.06	5,000.00	( 351.06)	107.0
72-4272-610-000 MISCELLANEOUS SUPPLIES	5,881.36	5,881.36	6,000.00	118.64	98.0
72-4272-620-000 TECHNICAL SERVICES	7,228.94	7,228.94	13,000.00	5,771.06	55.6
72-4272-750-000 LSTA GRANT EXPENSES	52,409.72	52,409.72	61,000.00	8,590.28	85.9
72-4272-780-000 CLEF GRANT EXPENSE	.00	.00	7,500.00	7,500.00	.0
72-4272-800-000 INVENTORY	4,162.99	4,162.99	5,000.00	837.01	83.3
72-4272-820-000 ARPA GRANT EXPENSE	31,987.40	31,987.40	.00	( 31,987.40)	.0
72-4272-840-000 GRANT MATCH	8,660.11	8,660.11	10,000.00	1,339.89	86.6
72-4272-860-000 SCHOOLING	6,420.01	6,420.01	5,000.00	( 1,420.01)	128.4
72-4272-930-000 CHILDREN'S PROGRAMS	2,402.43	2,402.43	6,000.00	3,597.57	40.0
TOTAL LIBRARY EXPENSES	841,203.36	841,203.36	1,351,407.00	510,203.64	62.3
TOTAL FUND EXPENDITURES	841,203.36	841,203.36	1,351,407.00	510,203.64	62.3
NET REVENUE OVER EXPENDITURES	( 713,852.77)	( 713,852.77)	.00	713,852.77	.0

<b>GENERAL STATISTICS (including Castle Valley)</b>								
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	9,914	12,473	2,229	1,235	1,253	44	805	192
June	7,011	12,279	2,175	1,320	1,235	35	679	175
1st Half	42,184	72,881	12,458	7,778	7,101	252	5,120	794
July	6,064	12,243	1,813	1,549	1,111	48	762	121
August	6,957	13,719	2,382	1,444	1,217	60	781	108
September								
October								
November								
December								
2nd Half	13,021	25,962	4,195	2,993	2,328	108	1,543	229
<b>Totals</b>	<b>55,205</b>	<b>98,843</b>	<b>16,653</b>	<b>10,771</b>	<b>9,429</b>	<b>360</b>	<b>6,663</b>	<b>1,023</b>

<b>CASTLE VALLEY</b>			
Walk-ins	Phone Calls	Ref Qs	Check-outs
0	260	6	300
0	254	8	323
0	293	12	442
123	182	10	360
141	153	17	491
58	239	14	374
322	1,381	67	2,290
40	170	10	256
75	180	13	312
115	350	23	568
437	1,731	90	2,858

<b>PROGRAMS (Including Castle Valley)</b>								
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	29	295	0	0	7	70	36	365
June	43	584	7	41	4	77	54	702
1st Half	182	1,595	11	137	26	446	219	2,178
July	40	302	6	10	4	38	50	350
August	41	423	10	57	4	74	55	554
September								
October								
November								
December								
2nd Half	81	725	16	67	8	112	105	904
<b>Totals</b>	<b>263</b>	<b>2,320</b>	<b>27</b>	<b>204</b>	<b>34</b>	<b>558</b>	<b>324</b>	<b>3,082</b>

<b>LIBRARY CARDS ISSUED</b>			
Total Cards	Adult	Child	Non-resident
67	65	2	2
57	50	7	0
107	84	23	2
93	76	17	3
71	64	7	3
113	91	22	3
508	430	78	13
70	61	9	1
89	75	14	2
159	136	23	3
667	566	101	16

Grand County Public Library  
 Statistics 2022  
 rev 9/7/2022

<b>MONEY</b>					
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	\$515.43	\$45.00	\$292.63	\$19.45	\$872.51
June	\$203.30	\$75.00	\$187.85	\$20.25	\$486.40
<b>1st Half</b>	<b>\$2,211.23</b>	<b>\$240.00</b>	<b>\$1,135.23</b>	<b>\$127.95</b>	<b>\$3,714.41</b>
July	\$207.80	\$15.00	\$284.30	\$7.00	\$514.10
August	\$96.60	\$15.00	\$168.20	\$14.00	\$293.80
September					\$0.00
October					\$0.00
November					\$0.00
December					\$0.00
<b>2nd Half</b>	<b>\$304.40</b>	<b>\$30.00</b>	<b>\$452.50</b>	<b>\$21.00</b>	<b>\$807.90</b>
<b>Totals</b>	<b>\$2,515.63</b>	<b>\$270.00</b>	<b>\$1,587.73</b>	<b>\$148.95</b>	<b>\$4,522.31</b>

<b>Wi-Fi</b>
Sessions
11,476
14,122
27,573
33,220
32,636
28,598
<b>147,625</b>
28,106
29,579
<b>57,685</b>
<b>205,310</b>

<b>Mango</b>
Sessions
98
71
38
47
46
28
<b>328</b>
40
55
<b>95</b>
<b>423</b>

<b>Outreach</b>	
Programs	# Books / Attends
0	0
0	0
1	50
1	49
2	151
1	70
<b>5</b>	<b>320</b>
1	74
0	0
<b>1</b>	<b>74</b>
<b>6</b>	<b>394</b>

<b>Laptop Usage</b>		
Month	Parent	Info Desk
January	0	0
February	0	0
March	0	8
April	0	2
May	0	1
June	0	0
<b>1st Half</b>	<b>0</b>	<b>11</b>
July	0	0
August	0	0
September		
October		
November		
December		
<b>2nd Half</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>0</b>	<b>11</b>

<b>Overdrive Stats</b>			
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
1,663	738	3	27
1,710	738	11	37
<b>9,582</b>	<b>4,265</b>	<b>76</b>	<b>190</b>
1,713	849	8	41
1,817	788	1	38
<b>3530</b>	<b>1637</b>	<b>9</b>	<b>79</b>
<b>13,112</b>	<b>5,902</b>	<b>85</b>	<b>269</b>

<b>Projector</b>
Checkouts
2
3
2
6
6
7
<b>26</b>
2
1
<b>3</b>
<b>29</b>

<b>Self Checkout</b>	
Sessions	Checkouts
430	1,396
414	1,327
473	1,387
488	1,390
437	1,332
503	1,553
<b>2,745</b>	<b>8,385</b>
440	1,402
544	1,733
<b>984</b>	<b>3,135</b>
<b>3,729</b>	<b>11,520</b>

## 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	99	89	129	134					805	22.8%
Adult Non-Fiction	77	61	44	62	78	66	65	113					566	16.0%
Board Books	2	2	3	6	24	10	4	4					55	1.6%
Binge Boxes	0	0	0	0	0	0	0	0					0	0.0%
Biographies	21	7	7	10	7	5	7	11					75	2.1%
Audio Books - CD	14	15	1	20	6	22	12	11					101	2.9%
E-Books / E-Audio	13	8	6	11	9	19	7	10					83	2.4%
Fiction DVD	41	10	33	16	19	17	17	46					199	5.6%
Juv. Biographies	0	6	9	1	2	8	1	0					27	0.8%
Juv. Chapter Books	3	6	1	2	9	6	8	2					37	1.0%
Juv. Audio Books - CD	0	0	0	0	0	1	0	0					1	0.0%
Juv. Comics / G.N.	4	17	15	5	10	6	5	2					64	1.8%
Juvenile DVD	7	3	3	7	9	13	3	0					45	1.3%
Juv. Music CD	0	0	0	0	0	0	0	0					0	0.0%
Juvenile Non-Fiction	5	12	7	7	12	13	7	19					82	2.3%
Juvenile Playaway	0	0	2	1	0	0	1	0					4	0.1%
Juvenile Spanish	9	7	0	0	1	0	2	1					20	0.6%
Juvenile Books	7	17	12	10	24	8	6	3					87	2.5%
Large Print	1	14	24	8	14	23	6	37					127	3.6%
Leveled Reader	3	1	2	1	7	3	0	0					17	0.5%
Magazine	58	81	99	92	77	78	57	75					617	17.5%
Music CD	4	7	10	14	8	5	5	12					65	1.8%
Mass Market Paperback	0	0	0	0	0	0	0	2					2	0.1%
MP3 Format CD	0	0	0	0	0	0	1	0					1	0.0%
Non-Fiction DVD	5	3	11	1	3	2	2	5					32	0.9%
Over-Sized Books	0	0	0	0	0	0	1	1					2	0.1%
Parenting	1	1	0	0	4	19	2	1					28	0.8%
Picture Books	20	12	14	16	61	46	8	6					183	5.2%
Playaways	0	1	0	0	0	0	0	0					1	0.0%
Playaway Video	0	0	0	0	0	0	0	0					0	0.0%
Puzzle	13	7	7	1	0	0	1	0					29	0.8%
Reference	0	0	0	0	0	0	0	0					0	0.0%
Read Along	0	23	0	0	0	0	7	1					31	0.9%
Spanish	8	0	0	2	0	1	0	16					27	0.8%
Young Adult	7	19	10	5	26	12	3	5					87	2.5%
YA Audio Books - CD	0	0	1	0	0	0	0	0					1	0.0%
YA Comics / G.N.	7	8	0	1	2	3	1	0					22	0.6%
YA Playaway	0	4	0	1	0	0	0	0					5	0.1%
<b>Totals</b>	<b>436</b>	<b>448</b>	<b>402</b>	<b>371</b>	<b>511</b>	<b>475</b>	<b>368</b>	<b>517</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3528</b>	<b>Total</b>