



## Call to Order / Welcome – John Krueger, President

Public Comments - *The public is invited to provide comment at the beginning of each regular meeting. Any person or group wishing to speak is requested to sign in prior to the meeting indicating the issue they are addressing. The time for comments is limited to 3 minutes. The Board will listen but may not comment and no action will be taken during the time period. However, the full Board may give direction to staff following a presentation.*

## Consent Agenda

*The President / presiding Officer will remove any Consent Agenda item upon request by any Board Member. Items removed upon request will be considered separately by the Board immediately following action on the remaining Consent Agenda.*

1. Board of Trustees meeting Minutes: August 16, 2021
2. Income & Expense Year-to-date Report: August 2021 YTD
3. Study Session, 10-yr Financial plan update: September 2, 2021

## Strategic Discussion & Reports

- Gov't Affairs Committee – President Krueger
  - Colorado Association of Libraries annual conference: review
- Finance Committee – Treasurer Hemphill
- Library Administration Report – Director Perrault
- Library Friends & Foundation Report – Finley

## Action Items

- Nominating Task Force - Hemphill & Lawson
  - Approve task force recommendations for Library District Board of Trustees appointments:
    - Beth Ellis to fill second 4-year term: 2022 - 2025
    - Anne Dewey to fill first 4-year term: 2022 - 2025

## Upcoming Meetings (Zoom)

1. Friends & Foundation Annual meeting: October 1, 2021
2. Board of Trustees Study Session: Thursday, October 7, 2021, 6:30p
  - Draft 2022 Budget presentation
3. Regular Meeting of the Board of Trustees: Monday, October 18, 2021 6:30p
4. Friends & Foundation Board meeting: October 25, 2021; 2 pm

## Other Events

None.

## Adjourn

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### LIBRARY MISSION STATEMENT:

To bring people, ideas and opportunities together  
for the enrichment of our community

**Estes Valley Public Library District**  
**BOARD OF TRUSTEES MEETING MINUTES**  
Monday, August 16, 2021 at 6:30pm  
Estes Valley Library / Hondius Room & Zoom

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**Call to Order / Welcome – John Krueger, President**

Board President John Krueger called the meeting to order at 6:32 pm. The following were present:

**TRUSTEES:** John Krueger, President; Lynn Lawson, Vice-President; David Hemphill, Treasurer; Peter Johnson, Secretary; Kay Weston

**ABSENT:** Beth Ellis

**FRIENDS & FOUNDATION LIAISON:** Sarah Walsh

**STAFF:** Claudine Perrault; Cindy Seckman; Joanna Stensland

**PUBLIC:** Keith Berndston

Perrault thanked everyone for their willingness to try the hybrid meeting model with in-person and Zoom options for trustees.

Public Comments: None

**Consent Agenda**

1. Board of Trustees meeting Minutes: June 21, 2021
2. Income & Expense reports: June & July 2021 YTD

**Lawson moved and Johnson seconded a motion to approve the August Consent Agenda. Ayes all (21-12)**

**Strategic Discussion & Reports**

- Gov't Affairs – Krueger
  - The President reminded trustees of the upcoming CAL conference September 9-11 in Westminster.
  - The 10-Year Financial Plan will be the subject of the September 2 Study Session.
- Finance Committee – Hemphill
  - Review process/timeline for 2021 budget planning
    - The Admin Report referenced a spreadsheet with a live link but a hardcopy was missing from the packet.
      - *Staff Action:* The spreadsheet will be part of the September board packet.
    - Hemphill reviewed the budget timeline and described the process by which staff are submitting their strategic budget requests.
- Library Director Report – Perrault
  - 2nd Quarter 2021 Strategic Report
    - This report is a condensed version of the previous strategic report and is focused only on the specific objectives for 2021. Krueger suggested that expectations be modified because of reduced staffing.

Perrault replied to questions on circulation and door count numbers. The Board will receive more detail at the end of the year.

There will be discussion of the Senate Bill 293 at the Study Session on September 2nd.

- Friends & Foundation

Sarah Walsh thanked everyone who came to Cliffhanger for the dollar sale and gave a report on summer sales. Walsh asked trustees to RSVP to the invitation to the annual membership meeting on October 1st. She also updated the trustees on the status of prospective new F&F Board members. Lawson will attend the next F&F Board meeting.

The President thanked Walsh for attending.

### Action Items

- Gov't Affairs Committee - Krueger & Lawson

- Appoint Trustee Nominating Task Force - Lawson & Hemphill

**Krueger moved and Johnson seconded a motion to approve the appointment of Lawson and Hemphill to the Trustee Nominating Task Force.**

Ellis wishes to continue as trustee as far as her Eagle Rock duties allow. There is an opening for one new trustee who will replace Bill Gerritz and would be assigned a committee position. **Ayes all (21-13)**

- Policy Committee - Johnson & Ellis

- Approve management Policy set: Closing & Emergency Decisions; Confidentiality of Library Records; Code of Professional Ethics; Open Records Request; Public Relations and Whistleblower..

**Johnson moved and Hemphill seconded a motion to approve the Management Policy set.**

Johnson reviewed the edits to the policies. *STAFF ACTION:* Staff will hereafter include the suggested edits in trustee copies of policies and will consider omitting procedural language in future revisions to the Open Records Request policy.

The suggestion was made to strike the sentence starting "With thanks to..." in the Code of Professional Ethics policy and add the adoption date to the last paragraph. **The motion was amended with the edit to the Code of Professional Ethics policy. Ayes all (21-14)**

The Board thanked staff for their work on the policies. Krueger reminded trustees to keep the Google Trustee calendar up-to-date with absences.

### Upcoming Trustee Meetings

1. Friends & Foundation Board meeting: Monday, August 23, 2021, 2p (Zoom)
2. Board of Trustees Study Session: Thursday, September 2, 2021, 6:30p.  
The meeting will again be in hybrid format.
3. Regular Meeting of the Board of Trustees: Monday, September 20, 2021 6:30p (Location TBA)

**Other Events**

- **Library Closed**: Labor Day - Monday, September 6, 2021
- **CO Association of Libraries Annual Conference**: Westminster Westin Hotel, Sept 9-11, 2021

**Adjourn**

Krueger adjourned the meeting at 7:19 pm.

**ESTES VALLEY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES**

Resolutions from August 16, 2021

Lawson moved and Johnson seconded a motion to approve the August Consent Agenda. **Ayes all (21-12)**

Krueger moved and Johnson seconded a motion to approve the appointment of Lawson and Hemphill to the Trustee Nominating Task Force. **Ayes all (21-13)**

Johnson moved and Hemphill seconded a motion to approve the Management Policy set, amended with the edit to the Code of Professional Ethics policy. **Ayes all (21-14)**

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**John Krueger, President**  
Estes Valley Public Library District  
Board of Trustees

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**Peter Johnson, Secretary**  
Estes Valley Public Library District  
Board of Trustees

# ESTES VALLEY LIBRARY - BOARD OF TRUSTEES - 2021 INCOME & EXPENSE REPORT

As of 08/31/2021 66.67% of Year Elapsed

## OPERATING REVENUE

REVENUE	BUDGET	YTD 2021	% BUDGET
TAXES	\$2,007,220	\$1,950,061	97%
INTERGOVERNMENTAL REVENUE	\$0	\$0	0%
FEES AND INTEREST	\$16,579	\$3,108	19%
DONATIONS/OTHER REVENUE	\$217,100	\$24,029	11%
<b>TOTAL REVENUE</b>	<b>\$2,240,899</b>	<b>\$1,977,197</b>	<b>88%</b>

## OPERATING EXPENDITURES

SERVICES	BUDGET	YTD 2021	% BUDGET	Variance Notes
PATRON SERVICES	\$295,178	\$162,537	55%	
PROGRAM & OUTREACH	\$458,582	\$185,539	40%	
TECHNICAL SERVICES	\$594,618	\$351,187	59%	
<b>SERVICE</b>	<b>\$1,348,378</b>	<b>\$699,263</b>	<b>52%</b>	

SUPPORT	BUDGET	YTD 2021	% BUDGET	Variance Notes
ADMINISTRATION	\$618,782	\$380,829	62%	
BUILDING	\$148,505	\$86,747	58%	
CAPITAL	\$20,000	\$0	0%	
<b>SUPPORT</b>	<b>\$787,287</b>	<b>\$467,576</b>	<b>59%</b>	

<b>TOTAL EXPENDITURES</b>	<b>\$2,135,665</b>	<b>\$1,166,839</b>	<b>55%</b>
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<b>EXCESS - REVENUE OVER EXPENSES</b>	<b>\$105,234</b>	<b>\$810,359</b>
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## FUND BALANCE

OPERATING ACCOUNT	\$1,073,037
SHORT-TERM OPERATING RESERVE	\$534,344
LONG-TERM OPERATING RESERVE	\$1,711,645
CAPITAL REPLACEMENT RESERVE	\$229,171
<b>TOTAL GENERAL FUND + CAPITAL RESERVE FUND BALANCE</b>	<b>\$3,548,197</b>

# Estes Valley Library

## 10-Year Financial Forecast Statement for the Board of Trustees

The purpose of the Library's 10-Year Financial Forecast is to project revenue, expenditures and investments on a rolling basis for the next ten years. It helps trustees and staff understand operational funding requirements, capital/facility maintenance expenses, and required financial sources, including fundraising and reserves, over time. It forecasts the potential future impact of today's financial decisions and gives direction to the Library Director and staff as they administer the Library's budget.

### Revenue

The 10-year forecast's revenue projection is based on historical data and a slow, steady approach to increasing revenue. Given the volatility of the housing market as well as legislative proposals to adjust property tax rates, a gradual, conservative increase in budgeted revenue is the recommended approach of the Board of Trustees. This would protect the budget from major fluctuations in the property market and provide a cushion for volatile times.

Discussion is underway with the Library Friends & Foundation regarding their contributions to the Library's revenue. The Friends & Foundation is also planning on a slow, steady approach to increasing its contribution total, an amount which will also take into account the increase in their operational expenses.

### Expenses

Historically, the expense budget has increased by 2% each year, a figure that was originally based on the Consumer Price Index. This 2% annual increase reflected a promise to the public, made in 2013 with the mill levy increase, to put more resources into programming and collections.

The Board of Trustees requests an approach to the expense budget that is no longer based solely on the historical 2% increase across the board, but one which will also take into account future maintenance and property improvement schedules as well as compensation adjustments. Salaries make up the biggest portion of the budget and it's the Board's desire to create a process for adjustments that trustees and staff can believe in.

Staff input on the budget will be solicited and will be a key factor, along with service priorities, in future expense budgeting decisions.

Some of the major building and project expenditures will come out of the capital reserves fund and some will come out of the annual operating budget.

## Investments

Current interest rates (2021) are very low. The Finance Committee is considering other investment options such as short-term CDs. These provide the ability to easily liquidate investments should it become necessary, yet earn a somewhat higher rate of return than other liquid alternatives.

The Board of Trustees will monitor the performance of the ColoTrust EDGE investment possibility and will keep this under consideration.

In summary, the Library's 10-Year Financial Forecast is not a budget, but an aid to building a strong budget built on sound financial information and projections.

The Financial Forecast spreadsheet will be revised annually.

This statement is subject to revision at any time by the Board of Trustees.



**EV Library 10-Year Forecast v1 08/31/21 Cindy Seckman**

Current Year 1 2 3 4 5 6 7 8 9 10

<b>REVENUE</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
Gen Property Tax Mill Levy	1,637,801	1,889,028	1,889,028	1,874,567	1,884,460	1,884,460	2,012,023	1,963,242	1,982,875	2,002,703	2,022,730	2,042,958	2,063,387	2,084,021	2,104,861
Specific Ownership Tax	155,222	130,000	130,000	135,357	120,900	120,900	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000
Interest, Fees & Penalties	74,038	62,989	62,989	94,407	19,039	19,039	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Donations & Grants:	230,223	206,300	206,300	167,780	220,100	220,100	350,600	354,300	358,100	362,100	366,100	370,300	374,600	379,000	383,600
<b>TOTAL REVENUE</b>	<b>2,097,284</b>	<b>2,288,317</b>	<b>2,288,317</b>	<b>2,272,111</b>	<b>2,244,499</b>	<b>2,244,499</b>	<b>2,502,623</b>	<b>2,457,542</b>	<b>2,480,975</b>	<b>2,504,803</b>	<b>2,528,830</b>	<b>2,553,258</b>	<b>2,577,987</b>	<b>2,603,021</b>	<b>2,628,461</b>
Transfer from Cap Repl Reserves				0					30,000		14,000		10,000	70,000	
<b>TOTAL Funds to be used</b>	<b>2,097,284</b>	<b>2,288,317</b>	<b>2,288,317</b>	<b>2,272,111</b>	<b>2,244,499</b>	<b>2,244,499</b>	<b>2,502,623</b>	<b>2,457,542</b>	<b>2,510,975</b>	<b>2,504,803</b>	<b>2,542,830</b>	<b>2,553,258</b>	<b>2,587,987</b>	<b>2,673,021</b>	<b>2,628,461</b>

Note 1  
Note 2

<b>EXPENDITURES</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>SERVICE</b>	<b>1,145,011</b>	<b>1,318,187</b>	<b>1,318,187</b>	<b>1,186,980</b>	<b>1,348,378</b>	<b>1,348,378</b>	<b>1,436,689</b>	<b>1,473,750</b>	<b>1,511,802</b>	<b>1,550,872</b>	<b>1,590,989</b>	<b>1,632,181</b>	<b>1,674,479</b>	<b>1,717,911</b>	<b>1,762,511</b>
Patron Services	261,993	319,338	319,338	282,345	295,178	295,178	330,435	339,732	349,296	359,134	369,254	379,665	390,375	401,392	412,727
Program & Outreach	539,449	572,332	572,332	510,907	458,582	458,582	502,566	515,857	529,511	543,539	557,950	572,755	587,967	603,595	619,651
Technical Services	343,569	426,517	426,517	393,728	594,618	594,618	603,688	618,161	632,995	648,200	663,785	679,761	696,137	712,925	730,133
<b>SUPPORT</b>	<b>823,867</b>	<b>767,460</b>	<b>767,460</b>	<b>692,186</b>	<b>787,287</b>	<b>787,287</b>	<b>877,667</b>	<b>976,854</b>	<b>994,341</b>	<b>951,745</b>	<b>965,446</b>	<b>963,598</b>	<b>1,030,867</b>	<b>1,187,923</b>	<b>1,049,124</b>
Administration	537,362	581,165	581,165	566,844	618,782	618,782	686,469	704,428	722,873	741,816	761,274	781,260	801,788	822,874	844,533
Building	152,601	162,461	162,461	125,342	148,505	148,505	151,475	154,505	157,595	160,747	163,962	167,241	170,586	173,997	177,477
Capital-Facility(Scheduled)	133,904	23,834	23,834	0	20,000	20,000	39,723	117,922	113,873	49,182	40,210	15,097	58,493	191,051	27,114
<b>TOTAL EXPENDITURES</b>	<b>1,968,878</b>	<b>2,085,647</b>	<b>2,085,647</b>	<b>1,879,166</b>	<b>2,135,665</b>	<b>2,135,665</b>	<b>2,314,356</b>	<b>2,450,604</b>	<b>2,506,142</b>	<b>2,502,617</b>	<b>2,556,435</b>	<b>2,595,779</b>	<b>2,705,346</b>	<b>2,905,834</b>	<b>2,811,635</b>

<b>NET CASH FLOW</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>NET CASH FLOW</b>	<b>128,406</b>	<b>202,670</b>	<b>202,670</b>	<b>392,945</b>	<b>108,834</b>	<b>108,834</b>	<b>188,267</b>	<b>6,938</b>	<b>4,832</b>	<b>2,186</b>	<b>(13,604)</b>	<b>(42,521)</b>	<b>(117,358)</b>	<b>(232,813)</b>	<b>(183,174)</b>
CUMULATIVE CASH FLOW	1,565,138			1,958,083											

<b>Fund Balances &amp; Minimums</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
Required Oper Account Min	343,636	352,611	352,611	352,611	379,106	379,106	388,780	398,711	408,906	419,371	430,114	441,142	452,464	464,087	464,087
Required ST Oper Reserve Min	458,744	515,453	515,453	469,791	528,916	528,916	568,658	583,171	598,067	613,359	629,056	645,171	661,713	678,696	696,130
Required Cap Repl Reserve Min	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000

x  
x  
x

Operating Acct Beginning Balance:	453,458	523,056	523,056	523,056	785,063	785,063	500,952	580,884	400,056	408,906	419,371	430,114	441,142	452,464	464,087
+Operating Fund Net Cash Flow	128,406	202,670	202,670	392,945	108,834	108,834	188,267	6,938	4,832	2,186	(13,604)	(42,521)	(117,358)	(232,813)	(183,174)
Interest & Transfer to/from Reserves	(58,808)	(117,906)	(117,906)	(130,938)	(392,945)	(392,945)	(108,334)	(187,767)	4,018	8,279	24,347	53,550	128,680	244,436	183,174
<b>Operating Acct Ending Balance:</b>	<b>523,056</b>	<b>607,820</b>	<b>607,820</b>	<b>785,063</b>	<b>500,952</b>	<b>500,952</b>	<b>580,884</b>	<b>400,056</b>	<b>408,906</b>	<b>419,371</b>	<b>430,114</b>	<b>441,142</b>	<b>452,464</b>	<b>464,087</b>	<b>464,087</b>

Note 3  
Note 4

Plug to get to actual balance

ST Op Reserve Beginning Balance:	509,290	522,819	522,819	522,819	526,636	526,636	528,916	568,658	583,171	598,067	613,359	629,056	645,171	661,713	678,696
Interest & Transfers	13,529	9,000	9,000	3,817	2,280	2,280	39,742	14,512	14,897	15,292	15,697	16,114	16,543	16,983	17,435
<b>ST Op Reserve Ending Balance:</b>	<b>522,819</b>	<b>531,819</b>	<b>531,819</b>	<b>526,636</b>	<b>528,916</b>	<b>528,916</b>	<b>568,658</b>	<b>583,171</b>	<b>598,067</b>	<b>613,359</b>	<b>629,056</b>	<b>645,171</b>	<b>661,713</b>	<b>678,696</b>	<b>696,130</b>

Note 5  
Note 6

Cap Repl Reserve Beginning Balance	222,175	227,422	227,422	227,422	229,082	229,082	229,682	229,982	230,282	200,582	200,882	187,182	187,482	177,782	108,082
Interest & Transfers	5,247	4,000	4,000	1,660	600	600	300	300	(29,700)	300	(13,700)	300	(9,700)	(69,700)	300
<b>Cap Repl Reserve Ending Balance</b>	<b>227,422</b>	<b>231,422</b>	<b>231,422</b>	<b>229,082</b>	<b>229,682</b>	<b>229,682</b>	<b>229,982</b>	<b>230,282</b>	<b>200,582</b>	<b>200,882</b>	<b>187,182</b>	<b>187,482</b>	<b>177,782</b>	<b>108,082</b>	<b>108,382</b>

Note 7

<b>LT Op Reserve Beginning Balance</b>	<b>1,094,222</b>	<b>1,120,063</b>	<b>1,120,063</b>	<b>1,120,063</b>	<b>1,256,781</b>	<b>1,256,781</b>	<b>1,648,446</b>	<b>1,719,038</b>	<b>1,894,292</b>	<b>1,877,378</b>	<b>1,855,807</b>	<b>1,817,763</b>	<b>1,750,098</b>	<b>1,606,876</b>	<b>1,347,457</b>	Note 8
Interest & Transfers	25,841	153,406	153,406	136,718	391,665	391,665	70,592	175,254	(16,914)	(21,571)	(38,045)	(67,664)	(143,223)	(259,419)	(198,608)	Note 9
<b>LT Op Reserve Ending Balance:</b>	<b>1,120,063</b>	<b>1,273,469</b>	<b>1,273,469</b>	<b>1,256,781</b>	<b>1,648,446</b>	<b>1,648,446</b>	<b>1,719,038</b>	<b>1,894,292</b>	<b>1,877,378</b>	<b>1,855,807</b>	<b>1,817,763</b>	<b>1,750,098</b>	<b>1,606,876</b>	<b>1,347,457</b>	<b>1,148,849</b>	
<b>Total Funds</b>	<b>2,393,360</b>	<b>2,644,530</b>	<b>2,644,530</b>	<b>2,797,562</b>	<b>2,907,996</b>	<b>2,907,996</b>	<b>3,098,563</b>	<b>3,107,801</b>	<b>3,084,934</b>	<b>3,089,419</b>	<b>3,064,115</b>	<b>3,023,894</b>	<b>2,898,835</b>	<b>2,598,322</b>	<b>2,417,448</b>	

**NOTE 1:** 2020 Revenue for Interest, Fees and Penalties is so high due to the Corona Virus Relief Fund expense reimbursements we received in this year (\$57k)  
It was reported in this category as opposed to donations and grants as it was a one time anomaly

**NOTE 2:** Increase is F&F Expense Only

**NOTE 3:** Interest - Say \$500 per year for simplicity

**NOTE 4:** Falls below Required Min in 2025 - transfer from LT Res

**NOTE 5:** Interest - Say \$500 per year for simplicity

**NOTE 6:** Falls below Required Min - transfer from LT Reserves

**NOTE 7:** Interest - Say \$300 per year for simplicity

**NOTE 8:** Interest - Say \$1,000 per year for simplicity

**NOTE 9:** Transfer to ST Res & Oper Acct to meet Required Min

**ASSUMPTIONS:**

**REVENUE**

- Tax Revenue:
  - Preliminary Valuation has been received for 2022 - it does NOT include any reduction for SB-293.
  - Per Larimer County, SB-293 will take effect in 2023.
  - 2024 forward is a steady, conservative increase in revenue of 1% each year
- Specific Ownership - guesstimate
- Interest, fees & penalties - guesstimate
- Donations & Grants = F&F expenses (comp increases each year) + library direct (\$200k) + Misc Revenue for village catalog partners (\$9k) , E-Rate reimbursement (\$6k) , and EP Museum Archival (\$5k)

**EXPENDITURES**

- Compensation - ACHIEVE APPROPRIATE COMP in 2022 and future annual 3% increase
- Benefits - 5% increase in health costs (fluctuates from 0-10% annually) 2% annual increase 2023 forward
- PERA - Leave flat at 14.22%
- Facilities - directly from Facility Audit NOTE: There is currently \$129.5k surplus in the Capital Reserve Fund. This forecast includes the use of those funds in years when cash flow goes negative and there are planned capital projects for that year per the Audit.
- All other 2% increase over 2021 Budget

**CAPITAL BUDGET - \*new\***

In response to auditor recommendation, now district will have TWO budgets; one for the Operating Fund and one for the Capital Reserve Fund

**EV Library 10-Year Forecast v2**

08/31/21 Cindy Seckman

Current Year

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Note 1

<b>REVENUE</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
Gen Property Tax Mill Levy	1,637,801	1,889,028	1,889,028	1,874,567	1,884,460	1,884,460	2,012,023	1,963,242	1,982,875	2,002,703	2,022,730	2,042,958	2,063,387	2,084,021	2,104,861
Specific Ownership Tax	155,222	130,000	130,000	135,357	120,900	120,900	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000
Interest, Fees & Penalties	74,038	62,989	62,989	94,407	19,039	19,039	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Donations & Grants:	230,223	206,300	206,300	167,780	220,100	220,100	350,592	354,510	358,545	362,702	366,983	371,392	375,934	380,612	385,430
<b>TOTAL REVENUE</b>	<b>2,097,284</b>	<b>2,288,317</b>	<b>2,288,317</b>	<b>2,272,111</b>	<b>2,244,499</b>	<b>2,244,499</b>	<b>2,502,615</b>	<b>2,457,752</b>	<b>2,481,420</b>	<b>2,505,405</b>	<b>2,529,713</b>	<b>2,554,350</b>	<b>2,579,321</b>	<b>2,604,633</b>	<b>2,630,291</b>
Transfer from Cap Repl Reserves				0					30,000		14,000		10,000	70,000	
Transfer from LT Op Reserve				0											
<b>TOTAL Funds to be used</b>	<b>2,097,284</b>	<b>2,288,317</b>	<b>2,288,317</b>	<b>2,272,111</b>	<b>2,244,499</b>	<b>2,244,499</b>	<b>2,502,615</b>	<b>2,457,752</b>	<b>2,511,420</b>	<b>2,505,405</b>	<b>2,543,713</b>	<b>2,554,350</b>	<b>2,589,321</b>	<b>2,674,633</b>	<b>2,630,291</b>

Note 2

Note 3

<b>EXPENDITURES</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>SERVICE</b>	<b>1,145,011</b>	<b>1,318,187</b>	<b>1,318,187</b>	<b>1,186,980</b>	<b>1,348,378</b>	<b>1,348,378</b>	<b>1,440,694</b>	<b>1,483,913</b>	<b>1,528,430</b>	<b>1,573,585</b>	<b>1,621,513</b>	<b>1,670,158</b>	<b>1,720,262</b>	<b>1,771,871</b>	<b>1,825,026</b>
Patron Services	261,993	319,338	319,338	282,345	295,178	295,178	330,458	340,371	350,582	361,100	371,933	383,091	394,583	406,421	418,613
Program & Outreach	539,449	572,332	572,332	510,907	458,582	458,582	503,571	518,678	534,238	550,266	566,774	583,777	601,290	619,329	637,909
Technical Services	343,569	426,517	426,517	393,728	594,618	594,618	606,665	624,864	643,610	662,219	682,806	703,290	724,389	746,121	768,504
<b>SUPPORT</b>	<b>823,867</b>	<b>767,460</b>	<b>767,460</b>	<b>692,186</b>	<b>787,287</b>	<b>787,287</b>	<b>880,987</b>	<b>984,424</b>	<b>1,006,369</b>	<b>968,454</b>	<b>987,060</b>	<b>990,352</b>	<b>1,063,006</b>	<b>1,225,700</b>	<b>1,092,801</b>
Administration	537,362	581,165	581,165	566,844	618,782	618,782	688,304	708,953	730,221	752,128	774,692	797,932	821,871	846,527	871,922
Building	152,601	162,461	162,461	125,342	148,505	148,505	152,960	157,549	162,275	167,144	172,158	177,323	182,642	188,122	193,765
Capital-Facility(Scheduled)	133,904	23,834	23,834	0	20,000	20,000	39,723	117,922	113,873	49,182	40,210	15,097	58,493	191,051	27,114
<b>TOTAL EXPENDITURES</b>	<b>1,968,878</b>	<b>2,085,647</b>	<b>2,085,647</b>	<b>1,879,166</b>	<b>2,135,665</b>	<b>2,135,665</b>	<b>2,321,681</b>	<b>2,468,337</b>	<b>2,534,799</b>	<b>2,542,039</b>	<b>2,608,573</b>	<b>2,660,510</b>	<b>2,783,268</b>	<b>2,997,571</b>	<b>2,917,827</b>

<b>NET CASH FLOW</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>NET CASH FLOW</b>	<b>128,406</b>	<b>202,670</b>	<b>202,670</b>	<b>392,945</b>	<b>108,834</b>	<b>108,834</b>	<b>180,934</b>	<b>(10,585)</b>	<b>(23,380)</b>	<b>(36,634)</b>	<b>(64,859)</b>	<b>(106,160)</b>	<b>(193,947)</b>	<b>(322,938)</b>	<b>(287,535)</b>
CUMULATIVE CASH FLOW	1,565,138			1,958,083											

<b>Fund Balances &amp; Minimums</b>	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
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Required Oper Account Min	343,636	352,611	352,611	352,611	380,326	380,326	391,736	403,488	415,476	428,061	440,902	454,129	467,753	481,786	464,087
Required ST Oper Reserve Min	458,744	515,453	515,453	469,791	528,916	528,916	570,490	587,604	605,232	623,214	642,091	661,353	681,194	701,630	722,678
Required Cap Repl Reserve Min	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000

x

x

x

Operating Acct Beginning Balance:	453,458	523,056	523,056	523,056	785,063	785,063	500,952	573,551	403,488	415,476	428,061	440,902	454,129	467,753	481,786
+Operating Fund Net Cash Flow	128,406	202,670	202,670	392,945	108,834	108,834	180,934	(10,585)	(23,380)	(36,634)	(64,859)	(106,160)	(193,947)	(322,938)	(287,535)
Interest & Transfer to/from Reserves	(58,808)	(117,906)	(117,906)	(130,938)	(392,945)	(392,945)	(108,334)	(159,479)	35,368	49,218	77,701	119,387	207,571	336,971	269,837
<b>Operating Acct Ending Balance:</b>	<b>523,056</b>	<b>607,820</b>	<b>607,820</b>	<b>785,063</b>	<b>500,952</b>	<b>500,952</b>	<b>573,551</b>	<b>403,488</b>	<b>415,476</b>	<b>428,061</b>	<b>440,902</b>	<b>454,129</b>	<b>467,753</b>	<b>481,786</b>	<b>464,087</b>

Note 4

Note 5

Plug to get to actual balance

ST Op Reserve Beginning Balance:	509,290	522,819	522,819	522,819	526,636	526,636	528,916	570,490	587,604	605,232	623,214	642,091	661,353	681,194	701,630
Interest & Transfers	13,529	9,000	9,000	3,817	2,280	2,280	41,573	17,114	17,628	17,983	18,877	19,263	19,841	20,436	21,048
<b>ST Op Reserve Ending Balance:</b>	<b>522,819</b>	<b>531,819</b>	<b>531,819</b>	<b>526,636</b>	<b>528,916</b>	<b>528,916</b>	<b>570,490</b>	<b>587,604</b>	<b>605,232</b>	<b>623,214</b>	<b>642,091</b>	<b>661,353</b>	<b>681,194</b>	<b>701,630</b>	<b>722,678</b>

Note 6

Note 7

Cap Repl Reserve Beginning Balance	222,175	227,422	227,422	227,422	229,082	229,082	229,682	229,982	230,282	200,582	200,882	187,182	187,482	177,782	108,082
Interest & Transfers	5,247	4,000	4,000	1,660	600	600	300	300	(29,700)	300	(13,700)	300	(9,700)	(69,700)	300
<b>Cap Repl Reserve Ending Balance</b>	<b>227,422</b>	<b>231,422</b>	<b>231,422</b>	<b>229,082</b>	<b>229,682</b>	<b>229,682</b>	<b>229,982</b>	<b>230,282</b>	<b>200,582</b>	<b>200,882</b>	<b>187,182</b>	<b>187,482</b>	<b>177,782</b>	<b>108,082</b>	<b>108,382</b>

Note 8

	2019 Final	2020 Budget	2020 Plan	2020 Final	2021 Budget	2021 Plan	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>LT Op Reserve Beginning Balance</b>	1,094,222	1,120,063	1,120,063	1,120,063	1,256,781	1,256,781	1,648,446	1,717,207	1,861,572	1,810,576	1,745,375	1,650,797	1,514,147	1,288,736	933,329
Interest & Transfers	25,841	153,406	153,406	136,718	391,665	391,665	68,761	144,365	(50,996)	(65,201)	(94,578)	(136,650)	(225,412)	(355,407)	(288,885)
<b>LT Op Reserve Ending Balance:</b>	<b>1,120,063</b>	<b>1,273,469</b>	<b>1,273,469</b>	<b>1,256,781</b>	<b>1,648,446</b>	<b>1,648,446</b>	<b>1,717,207</b>	<b>1,861,572</b>	<b>1,810,576</b>	<b>1,745,375</b>	<b>1,650,797</b>	<b>1,514,147</b>	<b>1,288,736</b>	<b>933,329</b>	<b>644,444</b>
<b>Total Funds</b>	<b>2,393,360</b>	<b>2,644,530</b>	<b>2,644,530</b>	<b>2,797,562</b>	<b>2,907,996</b>	<b>2,907,996</b>	<b>3,091,230</b>	<b>3,082,946</b>	<b>3,031,866</b>	<b>2,997,532</b>	<b>2,920,972</b>	<b>2,817,112</b>	<b>2,615,465</b>	<b>2,224,827</b>	<b>1,939,592</b>

Note 9  
Note 10

**NOTE 1:** Difference btwn v1 & v2: v1 = 2% increase in Library expenses, v2 = 3% increase in Library expenses

**NOTE 2:** 2020 Revenue for Interest, Fees and Penalties is so high due to the Corona Virus Relief Fund expense reimbursements we received in this year (\$57k). It was reported in this category as opposed to donations and grants as it was a one time anomaly.

**NOTE 3:** Increase is F&F Expense Only

**NOTE 4:** Interest - Say \$500 per year for simplicity

**NOTE 5:** Falls below Required Min in 2023 - transfer from LT Res

**NOTE 6:** Interest - Say \$500 per year for simplicity

**NOTE 7:** Falls below Required Min - transfer from LT Reserves

**NOTE 8:** Interest - Say \$300 per year for simplicity

**NOTE 9:** Interest - Say \$1,000 per year for simplicity

**NOTE 10:** Transfer to ST Res & Oper Acct to meet Required Min

#### ASSUMPTIONS:

##### REVENUE

- Tax Revenue:
  - Preliminary Valuation has been received for 2022 - it does NOT include any reduction for SB-293.
  - Per Larimer County, SB-293 will take effect in 2023.
  - 2024 forward is a steady, conservative increase in revenue of 1% each year
- Specific Ownership - guesstimate
- Interest, fees & penalties - guesstimate
- Donations & Grants = F&F expenses (comp increases each year) + library direct (\$200k) + Misc Revenue for village catalog partners (\$9k) , E-Rate reimbursement (\$6k) , and EP Museum Archival (\$5k)

##### EXPENDITURES

- Compensation - ACHIEVE APPROPRIATE COMP in 2022 and future annual 3% increase
- Benefits - 5% increase in health costs (fluctuates from 0-10% annually) 2% annual increase 2023 forward
- PERA - Leave flat at 14.22%
- Facilities - directly from Facility Audit NOTE: There is currently \$129.5k surplus in the Capital Reserve Fund. This forecast includes the use of those funds in years when cash flow goes negative and there are planned capital projects for that year per the Audit.
- All other 3% increase over 2021 Budget

##### CAPITAL BUDGET - \*new\*

In response to auditor recommendation, now district will have TWO budgets; one for the Operating Fund and one for the Capital Reserve Fund

AbstType	ABSTRACTCODE	ActVal	AsdVal	CurrAsmtRate	SB21-293	SB21_293 AsdVal	SB21-293_Init27	SB21-293_Init27 AsdVal	Init27 Only	Init27 Only AsdVal
Vacant	0010	4970	1441	0.29	0.29	1441.3	0.29	1441.3	0.264	1312.08
Commercial	0600	229300	66497	0.29	0.29	66497	0.29	66497	0.264	60535.2
Vacant	1018	6500	1885	0.29	0.29	1885	0.29	1885	0.264	1716
Vacant	1019	115000	33350	0.29	0.29	33350	0.29	33350	0.264	30360
Vacant	1021	48000	13920	0.29	0.29	13920	0.29	13920	0.264	12672
Vacant	1022	9000	2610	0.29	0.29	2610	0.29	2610	0.264	2376
Vacant	1118	2133700	618773	0.29	0.29	618773	0.29	618773	0.264	563296.8
Vacant	1119	51313420	14880898	0.29	0.29	14880891.8	0.29	14880891.8	0.264	13546742.88
Vacant	1120	1537100	445759	0.29	0.29	445759	0.29	445759	0.264	405794.4
Vacant	1121	4879250	1414983	0.29	0.29	1414982.5	0.29	1414982.5	0.264	1288122
Vacant	1122	2971600	861764	0.29	0.29	861764	0.29	861764	0.264	784502.4
Vacant	1123	5209700	1510813	0.29	0.29	1510813	0.29	1510813	0.264	1375360.8
Vacant	1124	7358000	2133821	0.29	0.29	2133820	0.29	2133820	0.264	1942512
Vacant	1125	676500	196185	0.29	0.29	196185	0.29	196185	0.264	178596
Vacant	1139	1104100	320189	0.29	0.29	320189	0.29	320189	0.264	291482.4
Residential	1150	92300	6599	0.0715	0.0695	6414.85	0.0695	6414.85	0.065	5999.5
Residential	1177	291000	20807	0.0715	0.0695	20224.5	0.0695	20224.5	0.065	18915
Residential	1209	240200	17172	0.0715	0.0695	16693.9	0.0695	16693.9	0.065	15613
Residential	1209L	893300	63873	0.0715	0.0695	62084.35	0.0695	62084.35	0.065	58064.5
Residential	1209OB	31500	2253	0.0715	0.0695	2189.25	0.0695	2189.25	0.065	2047.5
Residential	1219	2444347100	174770989	0.0715	0.0695	169882123.5	0.0695	169882123.5	0.065	158882561.5
Residential	1219L	896254600	64083466	0.0715	0.0695	62289694.7	0.0695	62289694.7	0.065	58256549
Residential	1229	20238200	1447030	0.0715	0.0695	1406554.9	0.0695	1406554.9	0.065	1315483
Residential	1229L	7721600	552104	0.0715	0.0695	536651.2	0.0695	536651.2	0.065	501904
Residential	1230	14967300	1070180	0.0715	0.068	1017776.4	0.065	972874.5	0.065	972874.5
Residential	1230L	3652800	261181	0.0715	0.068	248390.4	0.065	237432	0.065	237432
Residential	1231	5579400	398927	0.0715	0.068	379399.2	0.065	362661	0.065	362661
Residential	1231L	1531700	109516	0.0715	0.068	104155.6	0.065	99560.5	0.065	99560.5
Residential	1237	2870400	205236	0.0715	0.068	195187.2	0.065	186576	0.065	186576
Residential	1237L	717500	51301	0.0715	0.068	48790	0.065	46637.5	0.065	46637.5
Residential	1239	617201100	44129996	0.0715	0.0695	42895476.45	0.0695	42895476.45	0.065	40118071.5
Residential	1239L	105052000	7511354	0.0715	0.0695	7301114	0.0695	7301114	0.065	6828380
Residential	1250	1656100	118412	0.0715	0.0695	115098.95	0.0695	115098.95	0.065	107646.5
Residential	1277	2713800	194037	0.0715	0.0695	188609.1	0.0695	188609.1	0.065	176397
Residential	1289L	7942500	567898	0.0715	0.0695	552003.75	0.0695	552003.75	0.065	516262.5
Commercial	1410	312790	90711	0.29	0.29	90709.1	0.29	90709.1	0.29	90709.1
Vacant	2119	3787380	1098342	0.29	0.29	1098340.2	0.29	1098340.2	0.264	999868.32
Vacant	2120	177250	51403	0.29	0.29	51402.5	0.29	51402.5	0.264	46794
Vacant	2121	322500	93525	0.29	0.29	93525	0.29	93525	0.264	85140
Vacant	2124	540000	156600	0.29	0.29	156600	0.29	156600	0.264	142560
Commercial	2150	202300	58667	0.29	0.29	58667	0.29	58667	0.264	53407.2
Commercial	2219	52873100	15333199	0.29	0.29	15333199	0.29	15333199	0.264	13958498.4
Commercial	2219L	20587500	5970375	0.29	0.29	5970375	0.29	5970375	0.264	5435100
Commercial	2220	119355000	34612950	0.29	0.29	34612950	0.264	31509720	0.264	31509720
Commercial	2220L	45230300	13116787	0.29	0.29	13116787	0.264	11940799.2	0.264	11940799.2
Commercial	2221	7476500	2168185	0.29	0.29	2168185	0.29	2168185	0.264	1973796

Commercial	2221L	3162600	917154	0.29	0.29	917154	0.29	917154	0.264	834926.4
Commercial	2222	4970500	1441445	0.29	0.29	1441445	0.29	1441445	0.264	1312212
Commercial	2222L	5026000	1457540	0.29	0.29	1457540	0.29	1457540	0.264	1326864
Commercial	2223	28642600	8306354	0.29	0.29	8306354	0.29	8306354	0.264	7561646.4
Commercial	2223L	10412700	3019683	0.29	0.29	3019683	0.29	3019683	0.264	2748952.8
Commercial	2224	16606200	4815798	0.29	0.29	4815798	0.29	4815798	0.264	4384036.8
Commercial	2224L	6230300	1806787	0.29	0.29	1806787	0.29	1806787	0.264	1644799.2
Commercial	2225	4496000	1303840	0.29	0.29	1303840	0.29	1303840	0.264	1186944
Commercial	2225L	704100	204189	0.29	0.29	204189	0.29	204189	0.264	185882.4
Residential	2227	43900900	3138919	0.0715	0.0695	3051112.55	0.0695	3051112.55	0.065	2853558.5
Residential	2227L	16097800	1151004	0.0715	0.0695	1118797.1	0.0695	1118797.1	0.065	1046357
Commercial	2245	29009900	8412871	0.29	0.29	8412871	0.29	8412871	0.264	7658613.6
Commercial	2245L	10390700	3013303	0.29	0.29	3013303	0.29	3013303	0.264	2743144.8
Commercial	2250	1258000	364820	0.29	0.29	364820	0.29	364820	0.264	332112
Commercial	2410	24191780	7015639	0.29	0.29	7015616.2	0.29	7015616.2	0.264	6386629.92
Commercial	2415	4390	1273	0.29	0.264	1158.96	0.264	1158.96	0.264	1158.96
Industrial	3219	405300	117537	0.29	0.29	117537	0.29	117537	0.264	106999.2
Industrial	3219L	145100	42079	0.29	0.29	42079	0.29	42079	0.264	38306.4
Industrial	3410	696650	202028	0.29	0.29	202028.5	0.29	202028.5	0.264	183915.6
Agricultural	4104	52420	15203	0.29	0.264	13838.88	0.264	13838.88	0.264	13838.88
Agricultural	4105	4860	1409	0.29	0.264	1283.04	0.264	1283.04	0.264	1283.04
Agricultural	4106	13330	3871	0.29	0.264	3519.12	0.264	3519.12	0.264	3519.12
Agricultural	4107	11440	3323	0.29	0.264	3020.16	0.264	3020.16	0.264	3020.16
Agricultural	4134	37970	11011	0.29	0.264	10024.08	0.264	10024.08	0.264	10024.08
Agricultural	4135	17760	5150	0.29	0.264	4688.64	0.264	4688.64	0.264	4688.64
Agricultural	4137	25310	7340	0.29	0.264	6681.84	0.264	6681.84	0.264	6681.84
Agricultural	4138	9300	2697	0.29	0.264	2455.2	0.264	2455.2	0.264	2455.2
Agricultural	4144	96300	27932	0.29	0.264	25423.2	0.264	25423.2	0.264	25423.2
Agricultural	4145	5760	1670	0.29	0.264	1520.64	0.264	1520.64	0.264	1520.64
Agricultural	4146	75140	21804	0.29	0.264	19836.96	0.264	19836.96	0.264	19836.96
Agricultural	4147	30140	8744	0.29	0.264	7956.96	0.264	7956.96	0.264	7956.96
Agricultural	4149	3290	957	0.29	0.264	868.56	0.264	868.56	0.264	868.56
Agricultural	4259	33553700	2399086	0.0715	0.0695	2331982.15	0.0695	2331982.15	0.065	2180990.5
Agricultural	4279	386500	112085	0.29	0.264	102036	0.264	102036	0.264	102036
Natural Resources	5120	10160	2946	0.29	0.29	2946.4	0.29	2946.4	0.29	2946.4
Natural Resources	5170	1980	574	0.29	0.29	574.2	0.29	574.2	0.29	574.2
Natural Resources	5420	23240	6740	0.29	0.29	6739.6	0.29	6739.6	0.29	6739.6

Total	4,703,165,280.00	440,200,768.00
Mills		0.00452
<b>Rough Est Revenue</b>		<b>1,989,707.47</b>

	431,679,761.49	427,312,586.39	400,362,873.14
	0.00452	0.00452	0.00452
Revenue	1,951,192.52	1,931,452.89	1,809,640.19

**VERY ROUGH ESTIMATES BASED UPON ASSESSED VALUE EST FROM LARIMER COUNTY AS OF JULY 2021**

USE THIS COLUMN FOR v 1  
OF 10 YEAR PLAN

38,514.95

58,254.58

180,067.28

1,884,460.39

(1,809,640.19)

74,820.20

# CERTIFICATION OF VALUATION BY LARIMER COUNTY ASSESSOR

Name of Jurisdiction: 090 - ESTES VALLEY PUBLIC LIBRARY DISTRICT

IN LARIMER COUNTY ON 8/23/2021

New Entity: No

<b>USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (5.5% LIMIT) ONLY</b>
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IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2021 IN LARIMER COUNTY, COLORADO

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:		\$415,273,968
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: *		\$442,811,199
3. LESS TIF DISTRICT INCREMENT, IF ANY:		\$0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:		\$442,811,199
5. NEW CONSTRUCTION: **	\$ 442,811,199 X .00452 ----- \$ 2,001,507 + 10,516 ----- \$ 2,012,023	\$3,411,839
6. INCREASED PRODUCTION OF PRODUCING MINES: #		\$0
7. ANNEXATIONS/INCLUSIONS:		\$0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: #		\$0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b) C.R.S.): ##		\$0
10. TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1))(a) C.R.S.):		\$65.80
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a) C.R.S.) and (39-10-114(1)(a)(I)(B) C.R.S.):		\$10,516.15

\* This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec.20(8)(b), Colo.

\*\* New construction is defined as: Taxable real property structures and the personal property connected with the structure.

# Jurisdiction must submit respective certifications (Forms DLG 52 AND 52A) to the Division of Local Government in order for the values to be treated as growth in the limit calculation.

## Jurisdiction must apply (Forms DLG 52B) to the Division of Local Government before the value can be treated as growth in the limit calculation.

<b>USE FOR 'TABOR' LOCAL GROWTH CALCULATIONS ONLY</b>
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IN ACCORDANCE WITH THE PROVISION OF ARTICLE X, SECTION 20, COLO CONST, AND 39-5-121(2)(b), C.R.S. THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2021 IN LARIMER COUNTY, COLORADO ON AUGUST 25, 2021

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: @		\$4,790,866,890
ADDITIONS TO TAXABLE REAL PROPERTY:		
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: !		\$30,362,278
3. ANNEXATIONS/INCLUSIONS:		\$0
4. INCREASED MINING PRODUCTION: %		\$0
5. PREVIOUSLY EXEMPT PROPERTY:		\$225,100
6. OIL OR GAS PRODUCTION FROM A NEW WELL:		\$0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT:		\$0
(If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.)		
DELETIONS FROM TAXABLE REAL PROPERTY:		
8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:		\$0
9. DISCONNECTIONS/EXCLUSION:		\$0
10. PREVIOUSLY TAXABLE PROPERTY:		\$112,000

@ This includes the actual value of all taxable real property plus the actual value of religious, private schools, and charitable real property.

! Construction is defined as newly constructed taxable real property structures.

% Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS: 1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY:----->	\$0
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NOTE: All levies must be Certified to the Board of County Commissioners NO LATER THAN DECEMBER 15, 2021

IN ACCORDANCE WITH 39-5-128(1.5) C.R.S. THE ASSESSOR PROVIDES: HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): **	\$1,204,750
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\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119 f(3). C.R.S.



## **2022 Strategic Project Library Request** (1<sup>st</sup> draft of projects)

### **3-Year Strategic Plan: 2022-2025**

#### **Goal 1: Focus on Early Literacy**

- Existing restricted gifts for:
  - United for Literacy (100 primer books mailed to area preschooler's homes)
  - Storybook Explorers (Home Storytime Kits for Checkout)
  - Early Literacy Program

#### **Goal 2: Enable Lifelong Learning**

- English Language Learning Program
- Makerspace Programs
- Library of Things (Learning Kits for checkout or Grab & Go)

#### **Goal 3: Enable a Greater Sense of Community**

- Existing restricted gifts for Signature Literary Events:
  - Winter - One Book, One Valley
  - Spring - TBA
  - Summer - Reading Program – All ages!
  - Fall - Conflict Resolution Month
- Monthly New Genre Literary Events

#### **Goal 4: Deliver Materials on a Personalized Basis**

- Existing restricted gifts for:
  - Lucky Day program; LSTA supported Books; Large Print Mysteries; Hardcover Books
- New Request:
  - Further enhance the Digital Collections

#### **Goal 5: Deliver Materials on a Personalized Basis**

- Existing restricted gifts for:
  - Capital expenses

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TOTAL REQUEST:

**\$200,000 Library funding + FF Operating/Ex. Director expenses**



# ESTES VALLEY LIBRARY

## Monthly Administration Report September 2021

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### **Financials - Seckman**

With 66.67% of the year complete, total revenue is at 88%: County revenue 98.27% and Specific Ownership is at 79.32%. Total expenditures are at 54.64% (total Operating at 55.15%). The primary reason expenditures are low remains to be wages and benefits; we are not yet fully staffed and pay periods are bi-weekly as opposed to twice a month.

ColoTrust PLUS Account Daily Yield dropped from .0334% in July to .0251% in August.

The Finance Committee continues to monitor short term CD rates as well as the new EDGE account with ColoTrust. CD rates for business accounts continue to be at or below what we are currently earning, and the yield on the EDGE account is not sufficiently different from our current earnings and does not warrant a movement of funds at this time.

The 2022 budget season is in full swing and the preliminary Certification of Valuation was received from the Larimer County Assessor on August 24th. Property tax revenue for 2022 is projected to be \$2,012,023, which is slightly higher than anticipated. Due to the passage of Senate Bill 21-293 in June of 2021 we were expecting a 2% - 5% drop in revenue. Per the Larimer County Assessor, this legislation will not affect tax revenue until 2023.

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### **HR & Admin - Stensland**

Fluctuations in staffing continue with recent departures of key staff and subsequent posting and hiring for vacant positions. In September, we said goodbye to Matt McNulty, Technical Services Supervisor and soon to Cheryl Homan-Wendell, Program & Outreach Librarian. The HR Team will be reviewing exit interviews in the next months for any information or common themes that may help with future staff retention.

We are currently posting for two internal positions: Patron Services Supervisor to take over from Peggy Moore when she retires at the end of the year, and an Operations Assistant which is a new role supporting the Operations (formerly Technical Services) Team as well as staff and patrons with numerous HelpDesk/IT tasks. We will be posting for other vacant positions in the next weeks and months.

This month we received some very generous donations of sanitation supplies from Estes Park Health and Safeway. Estes Park Health gave us 2,000 surgical masks and Safeway gave a large

quantity of cleaning wipes. We are deeply appreciative for the support both organizations have shown to the Library.

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## **Operations Report - Cavis**

**Roof Project:** The Library's upper flat roof, currently EPDM rubber and suffering from punctures and the effects of our extreme climate, will be covered with a urethane coating, protecting the existing surface from further deterioration and sealing it against water intrusion. The rehabilitated surface is estimated to have a service life of 20 years. The lower flat roof already has a high-performance coating and needs a few small surface repairs and one full thickness patch to extend its service life a further 20 years as well. The Library has retained the services of Hayden Garrett, who will solicit bids from at least three contractors so the project can be submitted to the Board of Trustees. For the upper roof, we anticipate choosing a more expensive low-VOC coating so we can keep the HVAC running and the library open during the repair. Construction is estimated for spring 2022. Temporary patches applied to the upper roof in early 2021 are expected to last through the completion of this project.

**HVAC improvements:** A flexible air duct was found disconnected above the 2nd floor ceiling and was replaced with sheet metal duct. The second floor is heating and cooling much more evenly and predictably now that the duct is reattached, and we continue to refine HVAC settings to make all of our spaces as comfortable as possible.

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## **Director's Report - Perrault**

The Library's 2020 Annual Report was posted online shortly after the Auditor presented her findings to the Board. To be sure that all trustees and the public have easy access to this Infographic, it is attached to this month's board report.

October's signature event at the library is Conflict Resolution Month, in partnership with Estes Valley Restorative Justice. This year's byline is, "Listen. Talk. Bridge the Divides." Stay tuned for opportunities to engage in this timely community program and reading series.

Initiative 27 is now Proposition 120. For more information, check out Ballotpedia's summary and very extensive overview:

[https://ballotpedia.org/Colorado Proposition 120, Reduce Property Tax Rates and Retain \\$25 Million in TABOR Surplus Revenue Initiative \(2021\)](https://ballotpedia.org/Colorado Proposition 120, Reduce Property Tax Rates and Retain $25 Million in TABOR Surplus Revenue Initiative (2021))

A first draft of 2022 strategic projects available for Friends & Foundation support, was shared with the F&F board at their August meeting, per the schedule set in our MOU. That draft is attached, and for the first time recognizes existing restricted gifts already raised by our Friends for the various goals and objectives within the library district's plan. Total requests next year are more ambitious than in years past: \$200,000 + F&F operation expenses.

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## **Library Friends & Foundation - President, Annie Finley**

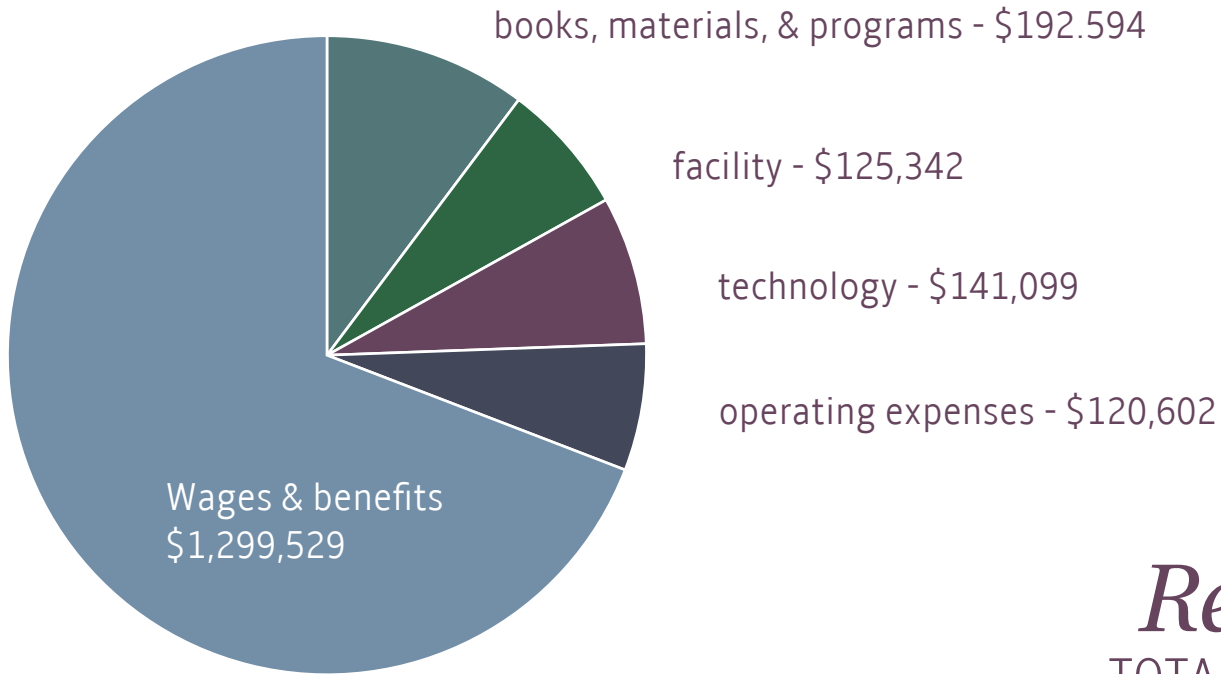
1. Diane Shriver will host a volunteer brunch from 9am - noon on September 19. Please join us.
2. We are excited to welcome Kris Harrington, Anne Rogers, and Harley Rotbart. We will have their orientation in October.
3. Our annual membership meeting scheduled for October 1 may become a virtual event. We will let you know as soon as a final decision is made.
4. The Cliffhanger continues to do well. Fall hours will go into effect on October 1st, 10a-4p.
5. MOU tasks for September
  - a. *None.*

# ANNUAL REPORT 2020

Welcome to the 2020 Annual Report of the Estes Valley Library District. We are pleased to share this document with you as part of our continuing commitment to responsible and transparent stewardship.

## *Expenditures*

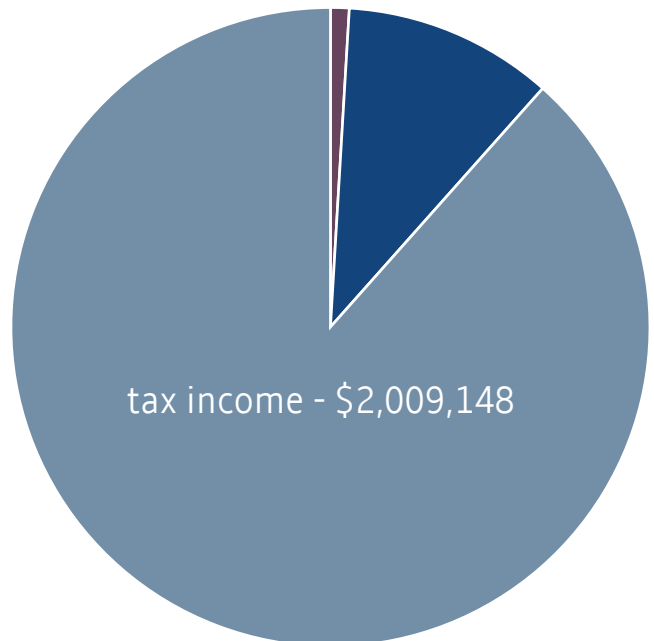
TOTAL: \$1,879,166



## *Revenue*

TOTAL: \$2,272,110

interest, charges, fines \$21,447    donations & support groups - \$241,515



Cardholders	11,514
Items Checked Out	107,106
Library Visits	45,233
Website Visits	184,995
Reference Requests	2818
Programs Offered	460
Program Attendees	11,926
Volunteers	58
Volunteer Hours	1,142



Joanna Stensland <jstensland@estesvalleylibrary.org>

## Re: Trustee Application from Anne Dewey

1 message

**Claudine Perrault** <cperrault@estesvalleylibrary.org>  
To: Joanna Stensland <jstensland@estesvalleylibrary.org>

Tue, Sep 14, 2021 at 7:23 PM

Jo,  
The board would like to see Anne's application. Would you please add a PDF copy -with her personal address and phone number redacted- to the board packet?

On Thu, Aug 26, 2021 at 5:38 PM Estes Valley Library [Notices] <notices@estesvalleylibrary.org> wrote:

**Name**

Anne Dewey

**Mailing address**

**Physical address (if different from Mailing address)**

United States  
[Map It](#)

**Phone:**

**Email:**

**Are you at least 18 years old and a resident of the library district legal service area?**

Yes

**Have you ever been convicted of a criminal offense?**

No

**Your skills & experience**

**Why are you interested in being appointed to the Estes Valley Public Library District Board of Trustees?**

I love libraries! I think they are one of the most important parts of our society. I also happen to believe that the library in our community is doing the right work and I would love to be able to support that further.

**List any qualifications (work experience, education, attributes and training) that you feel would provide positive input to the work of the Board.**

I am the head librarian at the school district, overseeing the operation of the 3 libraries there. I also act as the liaison between the public library and the school district. Because I work with the school district and public librarians, I think this gives me a unique perspective to understand the needs of patrons in our town. I am the district's instructional technology coordinator, which means I work with teachers and administrators to use technology to support learning in our schools.

**Please list former and current activities and accomplishments (eg: service clubs, other boards and commissions) in the community.**

I have two children, ages (almost) 12 and 6 that are reaching the age that I feel I can commit to service to my community. I have not been a part of any other boards, commissions, or clubs outside of my work. In schools both here and in Missouri, I have been the sponsor of clubs and organizations, including Student Council and thespian society, I've

been the yearbook/newspaper sponsor, and I have served on many committees in the school district, such as the technology committee and restorative practices team.

### **What do you think the library's most important roles are for this community?**

Libraries are for everyone. One way that I have put this into practice is by helping the school library system to become a branch of the public library. I believe that students are important members of our community, and I want them to understand the ways that they can benefit from being patrons of the library. These services include: Books to read for pleasure, study materials, safe space for learning, wifi, access to online journals, etc.

Because libraries are for everyone, they must serve the needs of all. From the youngest patrons who enjoy storytime to the oldest patrons who might use the library for research or just a place to feel welcome, libraries acknowledge and serve their patrons with respect.

### **What are some of the challenges and opportunities facing public libraries?**

Remaining an active part of the lives of patrons will always be a struggle for libraries. Which services should they provide? What materials are relevant? What needs do patrons have that are not being met? These answers vary from community to community, but the questions remain the same. I think this issue is both a challenge and an opportunity, just as every challenge can be, depending on your attitude! While it's not always easy to answer these questions, the process of gaining feedback about them is a practice that will bring patrons and librarians closer together. This is the greatest opportunity for libraries--to provide personalized services to its patrons.

I believe finance will always be a challenge for any entity that is funded through taxes. Much like the school district, the library must use the money allocated through public funds to create a worthwhile experience for users.

### **What specific experience or skills do you bring to library board? Select all that apply.**

- Leadership
- Technology

### **Agreement**

**Please read the following statement and mark the checkbox below:**

- I am authorizing and understand that I will be required to successfully pass a Criminal Background Investigation.

--  
**Claudine Perrault**

Director & Village Librarian

970.586.8116 x811

PO Box 1687 - 335 E. Elkhorn Avenue

Estes Park, CO 80517

#### **Fall Hours:**

Monday-Thursday 10 AM - 8 PM

Friday & Saturday 10 AM - 5 PM

Sunday 1 - 5 PM



ESTES VALLEY  
**LIBRARY**