

Basalt Regional Library District Board of Trustees Meeting
Monday, September 16, 2024, 5:15 PM
Basalt Library Community Room and
Zoom Meeting, see BRLD Website Calendar for Link

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

Board of Trustees: Elaine Nagey, President; Carolyn Kane, Vice president; Eric Pelander, Treasurer; Deborah Smith, Secretary; Suzi Jenkins, Trustee; John Goodwin, Trustee; Sarah Johnson, Trustee

MISSION STATEMENT

The confluence of community, freedom, and fun.
A Place to Go - A Place to Gather - A Place to Grow

AGENDA

1. Call to order
2. Public Comments
3. Board Comments
4. Staff Comments
5. Action Item – Approve minutes and payables
 - a. Minutes of July 15, 2024, Board Meeting (page 3)
 - b. August 2024 Accounts payable (page 11)
6. CALCON Recap; *Linda Campbell, Joseph Grange, Samuel Schoon*
7. Discussion about potential 2025 ballot measure
8. Director's Report, *Amy Shipley* (page 8)

COMMITTEE REPORTS and ACTION ITEMS

9. Facilities Committee: Deb Smith
 - a. Roof Update
 - b. Furniture
 - c. Capital Replacement Plan
10. Finance Committee: *Eric Pelander, chair*
 - a. August 2024 Financials (page 11)
 - b. Draft 2025 Budget
11. Personnel Committee: *Carolyn Kane, chair*
 - a. Executive Director evaluation
12. Policy Committee: *Elaine Nagey, chair*
 - a. Policy Committee on hiatus until October

13. Strategic Planning Task Force, *Eric Pelander, Elaine Nagey*
 - a. Developing Strategic Initiatives
 - b. Discussion of goals brainstorming
14. Executive Session to discuss Executive Director Evaluation pursuant to CRS § 24-6-402(4)(f)
15. Adjourn Meeting

**Basalt Regional Library District Board of Trustees Meeting
Meeting Minutes
August 19, 2024**

Board of Trustees: Elaine Nagey, President; Carolyn Kane, Vice president; Eric Pelander, Treasurer; Deborah Smith, Secretary (on zoom); Suzi Jenkins, Trustee; John Goodwin, Trustee

Staff Present: Amy Shipley, Executive Director; Meghan Pearlman, Executive Administrative Assistant

Guests Present: Deb McCanne

1. Call to order

Elaine called the meeting to order at 5:15

2. Public Comments

none

3. Board Comments

none

4. Staff Comments

none

5. Action Item – Approve minutes and payables

a. Minutes of July 15, 2024, Board Meeting (page 3)

No comments or corrections

b. Minutes of July 22, 2024, Special Board Meeting (page 9)

No comments or corrections

c. Minutes of July 29, 2024, Special Board Meeting (page 10)

No comments or corrections

d. July 2024 Financials (page 15)

No comments or corrections

Eric motioned to approve the minutes and John seconded. The motion carried unanimously.

6. Friends of the Library Update; *Deb McCanne, Chair of the Friends of the Library*

Deb McCanne shared an update about The Friends of the Library, a volunteer group that runs the Friends of the Library bookstore. She said that the program is thriving, with 20 volunteers and robust donations of books. She invited the Board of Trustees and community to join them on 2 pm, Aug. 29 for their annual meeting where they invite all their volunteers to share updates, gather feedback and input, and socialize so that all the volunteers have an opportunity to meet each other. The meeting will be followed by an ice cream social.

Amy thanked Deb and all the volunteers for doing such a good job of managing the Friends of the Library. Elaine said that feedback from the community survey indicated how much the community appreciates Friends of the Library. It was noted that we now have a two-way intercom in the bookstore that connects with the front desk, so that volunteers can connect with library staff when needed.

7. Back-to-School Fair; *Brittany Crooke, Interim Youth Services Manager/Teen Librarian*

Amy presented on behalf of the Interim Youth Services Manager, who is under the weather, about the back-to-school fair held in August. Ten community nonprofit partners participated to provide information about their programs. The Library of Trust donated funds to purchase canvas totes and pencil bags for supplies to support students going back to school. Student attendees decorated the pencil pouch and tote bags at the event. We had 135 attendees, and the age range was kindergarten through high school and their families. The community partners expressed appreciation for the opportunity to attend. This is the inaugural back to school fair and we will offer it again next year.

The Library will host a volunteer fair in November and will ask the same community partners to participate.

8. Library Closure on August 3

a. Why the library closed; *Amy Shipley*

Amy shared the circumstances and reason that the library that was closed on Saturday, Aug 3. The Aspen Daily News ran a story about the closure of the library and she has only received positive reactions. Carolyn said that a few people expressed to her that it was unusual to have a library closure on a Saturday.

b. Strategies to avoid closure in the future; *Amy Shipley and Trustees*

Discussion ensued on ways to prevent a library closure in the future, including calling staff in to work when they aren't otherwise scheduled, and/or creating a substitute program similar to schools.

9. Continued Discussion and Preparation for Creation of Governance Committee (page 34), *Elaine Nagey*

Elaine shared an article in the board packet and asked for feedback and questions.

10. Annual Board Trustee Recruiting, *Amy Shipley*

Amy reviewed terms of current trustees. Amy asked Eric and Elaine to let her know their plans for when their term is up next year so we can anticipate what our recruitment needs will be. Eric suggested utilizing the volunteer fair to recruit new board members, and volunteers for the Library Trust and Friends of the Library. Eric said he is planning on renewing for another term.

11. Discussion about potential 2025 ballot measure, *Amy Shipley*

Amy reviewed the timeline for going on the ballot that was created in 2023. The timeline is very similar to what 2025 would look like. The decision to go on the ballot for 2025 will be driven by the finance committee's financial analysis and projections for 2025 and beyond. Trustees were asked to let Amy know their questions between the meeting and the next month.

12. Director's Report, *Amy Shipley* (page 11)

Amy shared an update about the scholastic book fair that took place at the end of July/early August. The book fair was a success and supported the summer reading program because participants who turned in learning logs received book bucks as prizes that they could use to buy books at the book fair. We plan to host another scholastic book fair next summer in the community room.

A patron visited Amy after reading the article in the Aspen Daily News and asked how he could help support the Library. He is interested in putting together a big fundraising event, and Amy suggested working with the Library Trust.

Amy is working to update the library's emergency procedures. Formal approval from the board is not required, but trustees are welcome to review and make suggestions.

COMMITTEE REPORTS and ACTION ITEMS

13. Facilities Committee: *Deb Smith, chair*

- a. Roof

Amy sent out site visit reports to the trustees. She received a response to the reports from the owner of Ajax Roofing, and Amy is happy with the owner's response. The project is still on track. The Carlisle inspector told Ajax Roofing that everything about the installation looks good so far, and Amy will confirm this directly with him.

- b. Furniture

Amy has one bid and is expecting two more.

c. Capital Replacement Plan

The launch meeting for the Capital Replacement Plan is happening Tuesday, Aug. 21

14. Finance Committee: *Eric Pelander, chair*

a. July 2024 Financials (page 15)

Eric reviewed the July 2024 financials. Amy is going to find out why Eagle County property revenue is higher than expected. Eric reported that expenses are tracking as expected. We will see more electricity costs because the solar panels are down and the capital fund is being drawn down due to roof replacement expenses.

b. Draft 2025 Budget

Eric reported that this version of 2025 draft budget assumes that the mill levy revenue will stay flat for 2025. The library may receive additional mill levy funds not reflected in this budget. This will impact the \$81,000 deficit currently reflected in the draft budget. Staff will continue to fine tune the budget.

15. Personnel Committee: *Carolyn Kane, chair*

a. Executive Director evaluation

Carolyn reviewed the executive director (ED) evaluation process. The ED will meet with the committee on Wednesday, Aug. 21st to review the results and define goals for next year. The board will receive the results the second week of September. At the September board meeting, the trustees will go into executive session to review the ED's full evaluation and determine her salary and contract for next year.

16. Policy Committee: *Elaine Nagey, chair*

a. Policy Committee on hiatus until October

17. Strategic Planning Task Force, *Eric Pelander, Elaine Nagey*

a. Developing Strategic Initiatives

Eric shared that the strategic planning task force has received all the sources of input. The task force is now reviewing the strategic themes to create strategic goals and strategies to accomplish these goals.

Elaine said that there are 2,285 comments in the community survey and that trends are lining up with our new mission and vision. Staff and board will collaborate to create the strategic goals.

Actions

a. Discussion and possible vote to approve Vision Statement description (page 46)

John motioned to approve the Vision Statement description and Suzi seconded. The motion was unanimous.

18. Discussion and possible vote to appoint John Goodwin and Sarah Johnson to board committees, Elaine Nagey

Eric moved that John join the personnel committee and Sarah join the facility committee. Carolyn seconded. The motion was unanimous.

19. Discussion and possible vote to approve Resolution in Opposition to the Statewide Proposals, Initiatives 50 & 108 (page 47)

Amy shared a draft version of the language with trustees. Carolyn moved to approve the resolution and Suzi seconded. The motion was unanimous. Meghan printed the resolution to have those present sign the document that night.

20. Adjourn Meeting

Eric moved to adjourn the meeting and Carolyn seconded. The motion passed unanimously. The meeting adjourned at 7:03 pm.



**BASALT REGIONAL LIBRARY DISTRICT
LEADERSHIP MONTHLY REPORT
SEPTEMBER 2024**

Administration

CURRENT STAFF				
Total Staff Count	Total FTE	Total Staff Hours per Week	Count of Staff Eligible for Benefits (over 20 hours)	Count of Staff Not Eligible for Benefits (under 20 hours)
21	16.90	668	18	3

STAFF VACANCIES			
Position	Scheduled Hours per Week	FTE	Benefits Eligible? (Y/N)
Spanish Outreach Coordinator	40	1.00	Yes
Youth Services Associate	24	0.60	Yes
Total	64	1.60	N/A

Personnel Management

We hired a Community Engagement Manager this month and so we posted the Spanish Outreach Coordinator separately. We've got quite a couple of applicants for the Youth Services Associate position scheduled and are in the process of scheduling interviews for the Spanish Outreach Coordinator position. The HR manager attended our annual CEBT Regional Renewal meeting and received our renewal packet with the rates for 2025. The HR manager, along with the Personnel Committee, completed the Executive Director Evaluation Summary.

Collection

Technical Services continues to catalog and process new books, repair damaged books, and run monthly maintenance procedures. The cataloging librarian has been ordering Spanish-language items to keep new Spanish materials coming in until a new Spanish outreach coordinator is hired. Homeless de-escalation training lead by the cataloging librarian and HR manager continues to run smoothly, and will have a final discussion in a September staff meeting. The cataloging librarian and technical services associate worked together to swap out August's display to September's, which celebrates the US's National Hispanic Heritage Month. October's display will focus on Bram Stoker Awards (contemporary horror). The adult collection manager continues to select new titles and weed for the adult collections.

Programs

The youth team has begun new early-release programs on Wednesday afternoons for elementary-age kids, and for teens. These programs are very popular with kids, and the library is a bustling place every Wednesday afternoon.

Technology

The new staff laptop has been received. It is running the Windows 11 operating system. All library computers will be switching to Windows 11 in October and this is a good way for staff to familiarize themselves with the new operating system. A few computers had troubles that Marmot could not fix remotely and they had to be sent in for repair. A catalog computer was not connecting to the internet consistently, was rebuilt, and is now back in service. A Children's computer was not connecting to the management system, and it is on its way back to the library. An adult computer kept freezing, but Marmot was unable to fix it. The computer was sent to Dell for repairs and will take longer to get back in service. Marmot will be on site the first week of September to do preventative maintenance on all of the computers.

The deadline for website RFP responses has passed and the IT & Marketing Manager and the Executive Director are evaluating the responses to set up interviews. Interviews will take place in September.

Work has moved forward on the Fiber Internet installation. The fiber line should be run into the building the first week of September, with connection coming shortly after. Once the circuit is complete, we will work with Marmot and our Internet Service Provider, ENA, to activate the service.

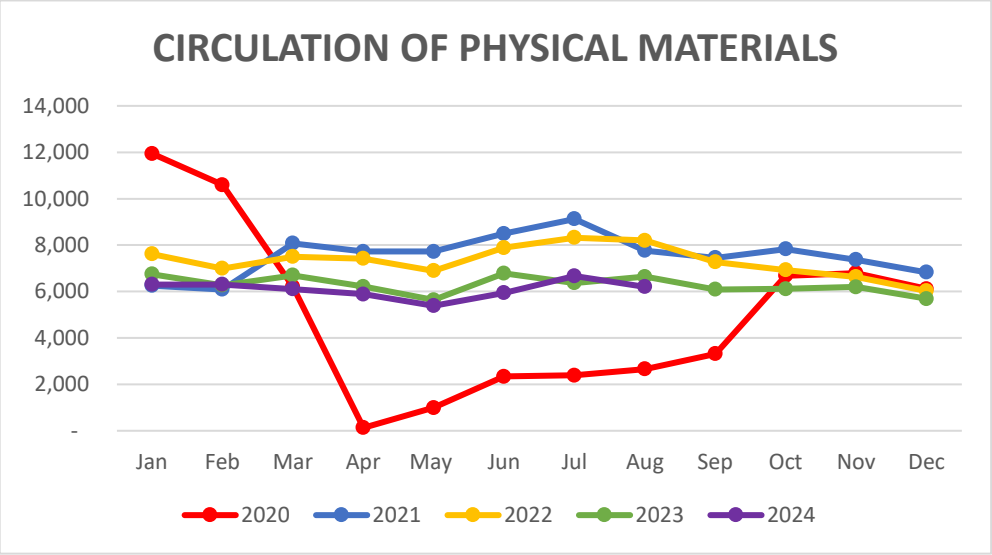
Facility Maintenance and Management

The roof project is nearly complete. We will have a walkthrough at the end of the week of September 16, during which a punch list of remaining details will be created. After the contractors have completed the punch list, we will have a final walkthrough, and assuming everything is completed to satisfaction, we will make the final payment on the roof.

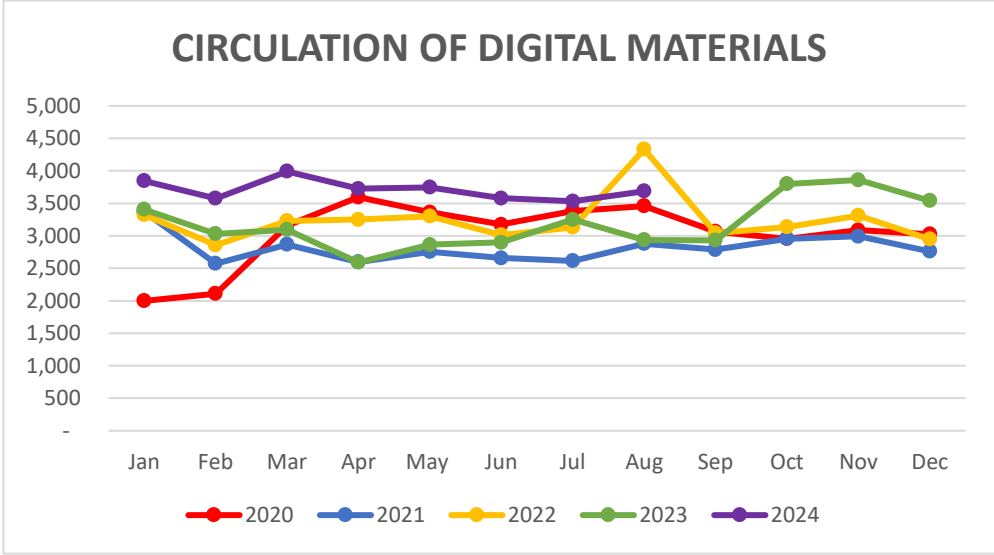
Leadership and Professional Development

The 2024-2025 Colorado Association of Libraries (CAL) Leadership Institute has begun, and the first two-day in-person session of the institute was held here at the Basalt Library. 21 library leaders from across Colorado, plus 7 committee members met in the community room for two days to explore library leadership topics. Our IT & Marketing Manager is a participant in this year's cohort, and the Executive Director continues to lead as cochair of the leadership institute committee. The next session of the cohort will be in Greeley on September 26 and 27.

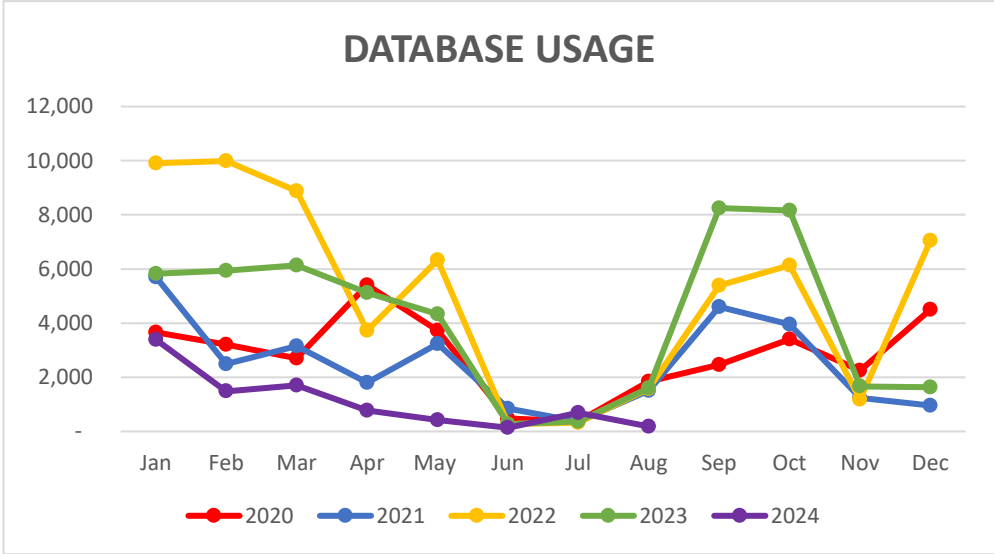
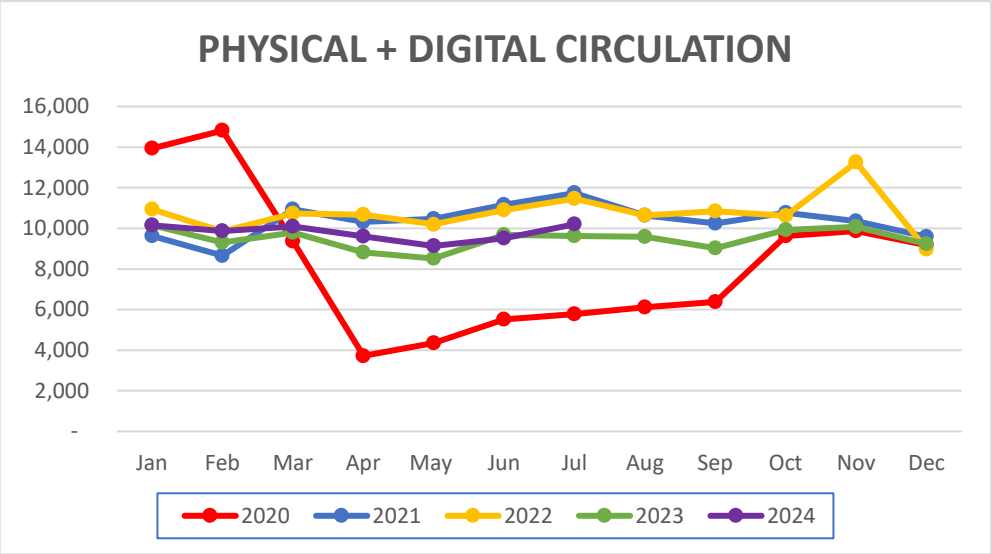
Collection Statistics



All physical items for checkout inside the library



Ebooks
Eaudio books
Emagazines
Kanopy movies
Craftsy (Overdrive Craft Tutorial)



New York Times usage not available for August 2024

Basalt Regional Library District
Balance Sheet
August 2024

	General Operating	Bond Repayment	Capital Reserve	Total	Adjustments	Statement of
	Fund	Fund	Fund	Balance	(Conversion Fund)	Net Position
ASSETS						
Cash in Banks						
Alpine Bank #0127	182,974			182,974		182,974
Colo Trust - Tabor Reserve #8003	57,151			57,151		57,151
Colo Trust - Operating Fund #8004	2,178,993			2,178,993		2,178,993
Colo Trust - Bond Repayment #8002		745,761		745,761		745,761
Colo Trust - Capital Rsv Fund #8005			1,554,612	1,554,612		1,554,612
Cash with County Treasurer	-			-		-
Employee Ski Pass Repayment Program	112			112		112
Prepaid Expense	2,930			2,930		2,930
Property Tax Receivable	(35,241)			(35,241)		(35,241)
Pooled Cash (Interfund Transfers)	(181,717)	1,013,916	(832,199)	(0)		(0)
Capital Assets, net of depreciation	-	-	-	-	8,539,497	8,539,497
Total Assets	2,205,203	1,759,677	722,413	4,687,293	8,539,497	13,226,790
LIABILITIES						
Current Liabilities						
Accounts Payable & Accrued Liabilities	163,865	-	-	163,865		163,865
Other Current Liabilities						
Accrued Interest				-	9,974	9,974
Deferred Property Tax	(35,241)			(35,241)		(35,241)
Current Bonds Payable, 2012				-	-	-
Total Current Liabilities	128,624	-	-	128,624	9,974	138,597
Long Term Liabilities						
Bonds Payable, 2012		-		-	2,475,000	2,475,000
Accrued Compensated Absences				-	37,341	37,341
Total Long Term Liabilities	-	-	-	-	2,512,341	2,512,341
Total Liabilities	128,624	-	-	128,624	2,522,314	2,650,938
Fund Balance / Net Position						
Net Investment in Capital Assets	-	-	-	-	6,064,497	6,064,497
Non Spendable	2,930	-	-	2,930	(2,930)	-
Restricted for:						
Tabor	61,000			61,000	-	61,000
Debt Service		1,759,677		1,759,677	-	1,759,677
Committed for Future Projects			722,413	722,413	(722,413)	-
Unassigned / Unrestricted	2,012,649	-	-	2,012,649	678,029	2,690,677
Current Year Fund Balance / Net Position	2,076,579	1,759,677	722,413	4,558,669	6,017,183	10,575,851
Total Liabilities and Fund Balance / Net Position	2,205,203	1,759,677	722,413	4,687,293	8,539,497	13,226,790

**Basalt Regional Library District
General Fund
August 2024**

					YTD Actuals 12/31/23	2024 Budget	YTD Actuals 8/31/2024	Actuals vs Budget YTD %	2025 Prelim Budget	Budget Assumptions	
General Operating Beginning Fund Balance					1,828,170	1,467,445	1,370,825	(96,619)	2,076,579		
Eagle County											
Assessed Value					273,153,790		419,653,120	419,653,120	424,878,900	August Assesed Valuation (preliminary)	
% Increase					0.59%		53.63%		1.25%		
Operating Mill Levy Rate					3.360		2.610	2.610	2.610		
Pitkin County											
Assessed Value					193,543,290		299,274,620	299,274,620	299,514,350	August Assesed Valuation (preliminary)	
% Increase					0.38%		54.63%		0.08%		
Operating Mill Levy Rate					3.360		2.610	2.610	2.610		
REVENUES											
4005 General Operating Mill Levy											
4010 Eagle County					698,962		1,095,295	1,136,547	103.77%	1,108,934	AV x mill levy (2.61)
4020 Pitkin County					505,189		781,107	783,223	100.27%	781,732	AV x mill levy (2.61)
4030 Mill Levy Supplement					346,020	-	-	0.00%	-		
Total General Operating Mill Levy					1,550,172	1,876,401	1,919,770	102.31%	1,890,666	101%	
4100 MVSO - General Operating											
4110 Eagle County					83,822		70,000	46,710	66.73%	70,000	over-budgeted in 2024
4120 Pitkin County					37,040		30,000	19,953	66.51%	30,000	over-budgeted in 2024
Total MVSO - General Operating					120,861		100,000	66,663	66.66%	100,000	100%
4200 Fines & Fees											
4205 Coffee Purchase					169		-	-	0.00%	-	
4210 Copies					1,331		-	-	0.00%	-	
4215 Earbuds					19		-	-	0.00%	-	
4220 Faxing					5		-	-	0.00%	-	
4230 Fines					117		-	-	0.00%	-	
4250 Meeting Room Rental					663		-	-	0.00%	-	
4255 Reading Glasses					13		-	-	0.00%	-	
4260 Replacement Books					565		-	-	0.00%	-	
4285 Health Insurance Dividend - CEBT					6,780		-	-	0.00%	-	
4290 Holy Cross Deposit Return/Member Equity					-		-	105	Not Budgeted	-	
4261 Miscellaneous					9,399		12,000	11,439	95.32%	15,000	under-budgeted in 2024
Total Fines & Fees					19,061		12,000	11,544	96.20%	15,000	125%
4300 Earnings on investments											
4310 Colotrust Int Op Acct					100,753	80,000		65,851	82.31%	90,000	
4320 Mill Levy Interest					3,649	6,234		3,277	52.57%	1,000	over-budgeted in 2024
Total Earnings on investments					104,402	86,234		69,128	80.16%	91,000	106%
4400 Contributions *see detail											
4410 Contributions- Non-Restricted					3,256		5,000	1,000	20.00%	5,000	flat
4412 Contributions- Restricted					23,386		1,000	3,435	343.50%	1,000	flat
Total Contributions					26,642		6,000	4,435	73.92%	6,000	100%
4500 Grants - Non-Restricted											
4505 Grants - General Operating Grants					4,000		5,000	-	0.00%	5,000	flat
Grants - Kahle Foundation					-		1,060	-	0.00%	-	should not have been budgeted in 2024
Total Grants - Non-Restricted					4,000		6,060	-	0.00%	5,000	
4600 Grants - Restricted											
4602 Restricted - Library Foundation					2,311		5,000	-	0.00%	-	
4604 Restricted - Library Friends					4,480		5,000	5,950	119.00%	5,000	flat
4620.03 Restricted - CSD Safety Grant					2,135		-	2,428	Not Budgeted	-	
Restricted - Charge Ahead					4		5	-	0.00%	-	should not have been budgeted in 2024

Basalt Regional Library District
General Fund
August 2024

					YTD Actuals 12/31/23	2024 Budget	YTD Actuals 8/31/2024	Actuals vs Budget YTD %	2025 Prelim Budget	Budget Assumptions
4620.14		Restricted - Library Trust			5,900	5,000	2,700	54.00%	5,000	flat
4620.15		Restricted - Other Misc			33,918	30,000	7,019	23.40%	5,000	down, no plan to bring back music circle fundraising yet
		Total Restricted Fund Income - Foundation/Friends			48,748	45,005	18,097	40.21%	15,000	33%
TOTAL REVENUES					1,873,886	2,131,700	2,089,637	98.03%	2,122,666	100%
		OPERATING:								
		Administration								
				Contract Services						
5010				Accounting	10,679	15,000	4,002	26.68%	6,000	over-budgeted in 2024
5020				Audit - Annual	13,250	14,045	14,045	100.00%	14,888	budgeted increase
5030				Courier	10,775	9,000	6,701	74.46%	9,000	
5040				Legal	1,396	5,000	4,253	85.06%	15,000	adding funds for potential ballot measure
5050				Miscellaneous Contracts		20,000	6,273		20,000	Potential ballot measure - 10,000; marketing study - \$10,000; new website - \$5,000
				Total Contract Services	36,100	63,045	35,274	55.95%	64,888	103%
5100				Insurance						
5110				Property & Liability Insur	36,329	38,509	39,214	101.83%	39,664	3% inflation increase
5120				Worker's compensation	1,484	2,519	1,782	70.75%	2,594	3% inflation increase
				Total Insurance	37,813	41,027	40,996	99.92%	42,258	103%
5220				Professional Dev. & Memberships						
5230				Board	890	750	1,527	203.59%	1,500	under-budgeted in 2024
5235				Employers Council	3,417	3,600	3,799	105.53%	3,600	flat
5240				Library Association Dues	1,358	1,000	2,099	209.90%	1,000	flat, no PLA in 2025
5250				Spec District Ass'n Due	1,196	1,695	1,238	73.01%	1,746	3% Inflation Increase
5260				Staff	6,994	12,000	7,853	65.44%	8,000	no PLA in 2025
5275				Volunteer Appreciation	453	1,000	-	0.00%	1,000	flat
5276				Staff Appreciation	1,271	2,000	740	36.99%	2,000	flat
5270				Travel expenses	8,083	9,000	8,631	95.90%	5,000	no PLA in 2025
				Total Professional Dev. & Memberships	23,662	31,045	25,886	83.38%	23,846	77%
5280				Publicity						
5290				Advertising - General	1,705	6,000	1,104	18.40%	6,000	flat
5283				Anniversary Celebration	(755)		-	0.00%		
5285				Radio	16,055	16,500	16,252	98.50%	17,850	108%
5293				Signage	972	1,500	175	11.65%	500	done with signage project
5295				Social Media Ads	681	1,500	683	45.55%	3,000	increase for potential ballot measure
5297				Targeted Newspaper Ads	5,896	7,000	2,803	40.05%	9,500	136%
5286				Spanish Language Interpretation/Translating	1,933	6,000	1,549	25.81%	6,000	flat
5287				Job Ads	1,207	2,000	738	36.90%	2,000	flat
				Total Publicity	27,693	40,500	23,304	57.54%	44,850	111%
5300				Supplies						
5310				Office Supplies	11,321	14,000	9,145	65.32%	14,000	flat
5320				Technical Cataloging & Service	8,873	8,500	3,966	46.66%	8,500	flat
5330				Postage & Shipping	1,133	500	16	3.27%	500	flat
				Total Supplies	21,327	23,000	13,128	57.08%	23,000	100%
5350				Treasurer's fees						
5360				Eagle fees	27,021	32,859	34,123	103.85%	33,268	3% of Property Tax
5370				Pitkin fees	31,115	39,055	34,102	87.32%	39,087	5% of Property Tax
				Total Treasurer's fees	58,136	71,914	68,226	94.87%	72,355	101%
				Total Administration	204,732	270,531	206,813	76.45%	271,196	100%

**Basalt Regional Library District
General Fund
August 2024**

			YTD Actuals 12/31/23	2024 Budget	YTD Actuals 8/31/2024	Actuals vs Budget YTD %	2025 Prelim Budget	Budget Assumptions
		Facility Expenses						
5410		Janitorial	55,583	55,000	32,142	58.44%	55,000	flat
5420		Janitorial Supplies	8,281	9,000	5,050	56.11%	9,000	flat
5430		Landscaping	11,873	13,835	8,285	59.89%	12,000	over-budgeted in 2024
5440		Maintenance *Detailed List Attached	28,762	20,000	19,996	99.98%	20,000	flat
5460		Snow Removal	4,620	4,898	-	0.00%	5,045	3% inflation increase
		Total Facility Expenses (Maintenance)	109,119	102,733	65,474	63.73%	101,045	98%
5500		Utilities						
5510		Electric	7,980	8,000	5,159	64.49%	8,240	3% inflation increase
5515		Compost Collection System	1,403	1,871	1,178	62.94%	1,927	3% inflation increase
5520		Gas	15,326	17,798	10,157	57.07%	18,332	3% inflation increase
5530		Internet Connectivity	8,051	15,000	6,441	42.94%	15,450	3% inflation increase
5540		Sanitation	3,331	3,561	2,528	71.01%	3,667	3% inflation increase
5550		Telephone	6,130	8,930	4,291	48.05%	9,198	3% inflation increase
5560		Trash	8,346	9,847	5,871	59.62%	10,142	3% inflation increase
5570		Water	5,481	5,049	1,768	35.03%	5,200	3% inflation increase
		Total Utilities	56,048	70,055	37,394	53.38%	72,157	103%
		Total Facility Expenses	165,167	172,788	102,868	59.53%	173,201	100%
		Library Programs						
5610		Adult Program	14,935	11,000	7,625	69.31%	11,000	flat
5612		Adult Materials	(35)	-	-	0.00%	-	flat
5620		Children's	7,265	5,500	5,231	95.11%	5,500	flat
5625		Children's Materials	84	-	-	0.00%	-	flat
5634		Liquor License	665	400	-	0.00%	400	flat
5633		Movie License	173	550	865	157.27%	550	flat
5640		Music	21,789	17,000	20,372	119.83%	19,000	112%
5650		Spanish Language	2,746	4,000	1,896	47.40%	4,000	flat
5660		Teens	6,230	3,500	5,635	160.99%	3,500	flat
5601		Summer Reading						
5601.01		Adult Summer Reading	2,133	1,000	666	66.63%	1,000	flat
5601.02		Teen Summer Reading	2,147	2,500	3,838	153.51%	2,500	flat
5601.03		Children's Summer Reading	5,893	5,500	4,907	89.21%	5,500	flat
5601.04		Spanish Language Summer Reading	941	2,000	652	32.62%	2,000	flat
5602		Community Events	9,194	15,000	8,015	53.43%	15,000	flat
		Total Library Programs	74,161	67,950	59,702	87.86%	69,950	103%
		Technology & Equipment						
		Copiers & Equipment						
5730		Lease	407	-	-	0.00%	-	flat
5740		Service Agreement / Copy Usage	4,142	2,500	2,615	104.61%	2,500	flat
5750		Copier Supplies	124	-	-	0.00%	-	flat
		Total Copiers & Equipment	4,673	2,500	2,615	104.61%	2,500	100%
5760		Marmot ILS System	92,577	99,910	71,998	72.06%	105,730	vendor quoted 9% increase
5770		Miscellaneous Parts	824	2,000	1,699	84.93%	2,000	flat
5780		Support & Service Agreements						
5782		Adobe	870	-	-	0.00%	-	flat
5784		Appointment Booking	144	-	156	Not Budgeted	-	flat
5788		Domain / Network Solutions	154	-	-	0.00%	-	flat
5795		Emma	1,356	-	-	0.00%	-	flat
5802		Google Cloud G Suite	3,181	-	-	0.00%	-	flat
5830		Livechat Website	240	-	-	0.00%	-	flat
5820		Planning Center / Tockify	260	-	-	0.00%	-	flat
5825		Webpage Builder	234	-	-	0.00%	-	flat
5828		Zoom	150	-	-	0.00%	-	flat
5781		Marketing & Graphic Design	-	2,500	3,986	159.42%	2,800	112%

**Basalt Regional Library District
General Fund
August 2024**

			YTD Actuals 12/31/23	2024 Budget	YTD Actuals 8/31/2024	Actuals vs Budget YTD %	2025 Prelim Budget	Budget Assumptions
5783		Website Tools	1,998	2,500	1,192	47.69%	9,400	376%
5785		Communication & Time Management	-	4,500	2,595	57.67%	7,500	167%
		Total Support & Service Agreements	8,587	9,500	7,929	83.47%	19,700	207%
5840		Tech Labor & Repair	-	-	-	0.00%		
		Total Technology	106,661	113,910	84,241	73.95%	129,930	114%
		Collections						
5910		Audio						
5920		Adult BCD	3,528	3,000	1,615	53.82%	3,000	flat
5922		Spanish Audio Adult	525	500	-	0.00%	500	flat
5924		Spanish Audio Youth	321	500	465	92.98%	500	flat
5930		Youth Audio	1,312	3,000	1,332	44.42%	3,000	flat
		Total Audio	5,686	7,000	3,412	48.74%	7,000	100%
6000		Books & Magazines						
6010		Adult fiction books	10,835	12,000	7,688	64.07%	12,800	107%
6020		Adult non-fiction books	13,267	12,000	7,735	64.46%	12,800	107%
6025		Board Games	398	500	284	56.77%	500	flat
6030		Juvenile Fiction	8,438	9,100	5,574	61.25%	9,100	flat
6040		Juvenile Non-Fiction	2,094	4,000	2,488	62.21%	4,000	flat
6045		Large Print	2,421	2,000	1,354	67.70%	2,000	flat
6050		Print Subscriptions	4,082	4,500	343	7.63%	3,200	71%
6055		Replacement Books - Purchased	2,100	1,500	1,630	108.69%	1,500	flat
6060		Spanish Adult fiction	1,692	2,000	1,113	55.63%	2,000	flat
6070		Spanish adult non-fiction	948	1,500	1,234	82.27%	1,500	flat
6080		Spanish children's books	4,109	5,000	2,334	46.69%	5,000	flat
6100		YA Fiction	5,754	3,500	3,058	87.36%	4,000	114%
6110		YA Non-Fiction	1,559	1,700	1,071	62.98%	1,700	flat
6120		Special Items	1,798	2,000	1,664	83.19%	2,000	flat
		Total Books	59,498	61,300	37,570	61.29%	62,100	101%
6200		Digital Resources						
6210		Annual Subscriptions:						
6240		Ency Britannica	493	-	-	0.00%	-	
6250		Gale Public	2,035	-	-	0.00%	-	
6270		Mango Languages	-	4,000	4,111	102.79%	4,250	106%
6275		New York Times	100	-	-	0.00%	-	
6280		Tumblebooks	(52)	-	-	0.00%	-	
6285		Wallstreet Journal	434	-	-	0.00%	-	
6295		Pebble Go	1,469	-	-	0.00%	-	
6300		Downloadable Titles:						
6305		Kanopy	6,000	6,000	-	0.00%	5,000	83%
6320		Overdrive	20,816	25,000	17,352	69.41%	27,000	108%
6340		Online Databases	146	7,500	6,673	88.98%	5,000	67%
6350		Online Newspaper Subscriptions	-	2,000	1,299	64.95%	1,500	75%
		Total Digital Resources	31,440	44,500	29,436	66.15%	42,750	96%
6400		Media						
6420		Juvenile Music	66		-	0.00%		
6430		Adult Movies	6,145	6,000	3,516	58.60%	6,000	flat
6440		Juvenile Movies	735	1,000	383	38.27%	1,000	flat
6460		Video / Games	768	800	451	56.34%	1,500	188%
		Total Media	7,714	7,800	4,349	55.76%	8,500	109%
		Total Collections	104,337	120,600	74,767	62.00%	120,350	100%
6800		Restricted Funds						
6801		Restricted Exp - Misc	-	40,000	-	0.00%	40,000	flat
		Total Restricted Funds	-	40,000	-	0.00%	40,000	100%
		Total Operating expenses	655,057	785,779	528,390	67.24%	804,628	102%
6900		Payroll Expenses						

**Basalt Regional Library District
General Fund
August 2024**

				YTD Actuals 12/31/23	2024 Budget	YTD Actuals 8/31/2024	Actuals vs Budget YTD %	2025 Prelim Budget	Budget Assumptions
6910		Payroll		863,099	1,031,652	691,252	67.00%	1,085,375	105%
6920		Payroll Service		6,343	8,000	4,783	59.79%	8,075	101%
6930		Payroll Taxes		68,510	83,000	54,634	65.82%	87,338	105%
6940		Retirement Plan		26,048	25,250	15,529	61.50%	33,770	134%
6950		Health Insurance		102,207	130,500	83,894	64.29%	160,284	123%
6960		Life Insurance		-	750	-	0.00%	645	86%
6965		STD/LTD		-	3,500	-	0.00%	3,604	103%
6970		FAMILY		7,222	9,250	4,458	48.20%	9,729	105%
6957		Background Check		2,750	950	944	99.37%	1,900	200%
		Total Payroll Expenses		1,076,178	1,292,852	855,494	66.17%	1,390,721	108%
		TOTAL EXPENDITURES		1,731,235	2,078,631	1,383,884	66.58%	2,195,348	106%
		Net General Fund Income/(Loss)		142,652	53,069	705,753		(72,682)	-137%
		Allocation to Capital Reserve Outlay		600,000	90,000	-	0.00%	90,000	
		Allocation to Bond Repayment						595	
		General Fund Balance		1,370,825	1,430,513	2,076,579	145.16%	1,913,897	87%

**Basalt Regional Library District
Bond Repayment Fund
August 2024**

				YTD Actuals 12/31/23	2024 Budget	YTD Actuals 8/31/2024	Actuals vs Budget YTD %	2025 Prelim Budget	Budget Assumptions		
Bond Repayment Beginning Fund Balance				835,076	903,086	890,909	(12,177)	900,517			
Eagle County											
Assessed Value				273,153,790			419,653,120		424,878,900	Estimate	
% Increase				1%			54.53%		1.25%		
Bond Mill Levy Rate				1.992	1.293		1.177				
Pitkin County					299,274,620						
Assessed Value				193,543,290				299,514,350	Estimate		
% Increase							55.22%	0.08%			
Bond Mill Levy Rate				1.992			1.293	1.177			
REVENUES					16,000	17,409					
Interest Earned - Bond Repayment				32,845				108.80%	16,000		
Mill Levy Debt Repayment											
Eagle County				531,516			542,611	532,597	98.15%	500,082	AV x mill levy (1.068)
Pitkin County				385,570			386,962	387,410	100.12%	352,528	AV x mill levy (1.068)
Total Mill Levy Debt Repayment				917,086			929,574	920,008	98.97%	852,611	
Transfer from General Fund								595			
TOTAL REVENUES				949,931	945,574	937,416	99.14%	869,206			
					59,844	29,922					
EXPENDITURES											
Bond Interest				77,394				50.00%	62,094	Per Bond Documents (2025-\$40,844; 2026-\$21,250)	
Bond Repayment Principle Loan Payment				780,000			800,000	0.00%	1,675,000	Per Bond Documents (2025-\$825,000; 2026-\$850,000)	
Treasurer's Fees											
Eagle County				15,961			16,278	15,991	98.24%	15,002	3% of Property Tax
Pitkin County				20,744			19,348	22,735	117.50%	17,626	5% of Property Tax
Total Treasurer's Fees				36,704	35,626	38,726	108.70%	32,629			
TOTAL EXPENDITURES				894,098	895,470	68,648	7.67%	1,769,723			
Net Fund Income/(Loss)				55,833	50,103	868,768	1733.96%	(900,517)			
Bond Repayment Fund Balance				890,909	953,189	1,759,677	184.61%	0			
**Bond Repayment Schedule:					2024						
May 1 - Series 2012 Interest					29,922.00	5/1/2024	29,922.00				
November 1 - Series 2012 Interest					29,922.00	11/1/2024	29,922.00				
November 1 - Series 2012 Principle					800,000.00	11/1/2024	800,000.00				
Series 2012 Bond Matures 11/2026											
					2025						
May 1 - Series 2012 Interest					\$ 31,047.00	5/1/2025	\$ 31,047.00				
November 1 - Series 2012 Interest					\$ 31,047.00	11/1/2025	\$ 31,047.00				
November 1 - Series 2012 Principle					\$ 1,675,000.00	11/1/2025	\$ 1,675,000.00				
Series 2012 Bond Matures 11/2026											

Basalt Regional Library District
Capital Reserve Fund
August 2024

				YTD Actuals 12/31/23	2024 Budget	YTD Actuals 8/31/2024	Actuals vs Budget YTD %	2025 Prelim Budget	Budget Assumptions
Capital Reserve Beginning Fund Balance				602,128	1,159,066	1,150,083	(8,984)	722,413	
REVENUES									
7210		Allocation From General Fund		600,000	90,000	-	0.00%	90,000	
7230		Interest Earned - Reserve Fund		58,509	35,000	52,352	149.58%	80,000	
TOTAL REVENUES				658,509	125,000	52,352	41.88%	170,000	
EXPENDITURES									
8310		Miscellaneous		8,786	10,000	-	0.00%	25,000	250%
8310.03		Conference Room - A/V Replace		12,639	10,000	12,007	120.07%	-	
8310.04		Computers - Patron		21,136	12,000	10,785	89.87%	3,500	29%
8310.05		Computers - Staff		9,932	12,000	6,171	51.43%	24,500	204%
8310.06		EV Charging Station		6,042	-	-	0.00%	-	
8310.08		Lighting Control System Replacement		6,944	-	-	0.00%	-	
8310.09		Fiber Cable		-	5,000	-	0.00%	-	
8310.10		Handrail for Tent Area		6,000	-	-	0.00%	-	
8310.11		Painting - Interior		19,075	-	11,552	Not Budgeted	-	
8310.13		Security Cameras		-	10,000	-	0.00%	10,000	100%
8310.15		Roof		-	700,000	413,909	59.13%	-	
8310.16		Remove Solar from Roof		-	50,000	-	0.00%	-	
8310.17		Consulting Engineer		20,000		22,618	Not Budgeted	-	
8310.18		Furniture and Fixtures			50,000	2,979		50,000	100%
8310.19		Replace telephone system			10,000			10,000	100%
8310.20		Replace kitchen appliances			2,500			2,500	100%
		Replace/repair windows						20,000	new item
		Handicap Assecible Door Openers						15,000	new item
TOTAL EXPENDITURES				110,554	871,500	480,022	55.08%	160,500	
Net Fund Income/(Loss)				547,954	(746,500)	(427,670)	57.29%	9,500	
Capital Reserve Fund Balance				1,150,083	412,566	722,413	175.10%	731,913	

**Basalt Regional Library District
Maintenance Detail**

Date	Name	Category	Memo	Amount
01/01/24	Orkin	Pest Control	Jan through September Fees	\$ 483.81
01/01/24	Johnson Controls Security Solutions	Alarm / Monitoring	Qtrly Billing 01/01/24 - 02/29/24	\$ 160.50
01/01/24	Acme Alarm Company	Alarm / Monitoring	1st Qtr 2024	\$ 129.39
Sub-Total January				\$ 773.70
02/14/24	Young Services	Building/Interior Maintenance	Bathroom Repars	\$ 240.00
02/21/24	Rexel	Miscellaneous	Replacement Battery	\$ 242.04
02/23/24	Acme Alarm Company	Alarm / Monitoring	Test and Inspection 2024	\$ 600.00
02/25/24	Grizzly Creek Enterprises, Inc.	Building/Interior Maintenance	Misc Repairs and Maintenance	\$ 75.00
02/26/24	Young Services	Building/Interior Maintenance	Bathroom Repairs	\$ 190.00
02/29/24	Grizzly Creek Enterprises, Inc.	Building/Interior Maintenance	Misc Repairs & Maintenance	\$ 280.00
Sub-Total February				\$ 1,627.04
03/01/24	Johnson Controls Security Solutions	Alarm / Monitoring	Qtrly Billing 03/01/2024- 05/31/24	240.75
03/01/24	Lassiter Electric Inc.	Building/Interior Maintenance	Lighting Repair & Maintenance	1,122.93
03/01/24	Acme Alarm Company	Alarm / Monitoring	2nd Qtr 2024 Monitoring	129.39
03/06/24	Todd Hill Painting & Faux Finishing	Building/Interior Maintenance	Conference Room Painting	2,930.00
03/08/24	Rolling River Shading	Building/Interior Maintenance	Office Shade Repair & Maintenance	250.00
03/14/24	*Divvy	Miscellaneous	Door stops for study rooms	7.98
03/21/24	aspen carpet floors	Building/Interior Maintenance	Carpeting	1,217.91
03/29/24	Lassiter Electric Inc.	Electrical	Lighting Repairs & Maintenance	1,630.00
03/31/24	Grizzly Creek Enterprises, Inc.	Building/Interior Maintenance	Misc Repairs & Maintenance	1,236.42
Sub-Total March				\$ 8,765.38
04/08/24	First Impression Glass Cleaners	Building/Interior Maintenance	window cleaning	\$ 1,857.00
04/14/24	*Divvy	Miscellaneous	Keybox	\$ 11.99
Sub-Total April				\$ 1,868.99
Sub-Total May				\$ -
06/01/24	Johnson Controls Security Solutions	Alarm / Monitoring	Qtrly Billing 06/01/2024- 08/31/24	\$ 258.81
06/01/24	Acme Alarm Company	Alarm / Monitoring	3rd Qtr 2024 Monitoring	\$ 129.39
06/03/24	Grizzly Creek Enterprises, Inc.	Building/Interior Maintenance	Misc Repairs & Maintenance	\$ 188.57
06/03/24	Grizzly Creek Enterprises, Inc.	Building/Interior Maintenance	Misc Repairs & Maintenance	\$ 475.00
06/09/24	Daly Property Services, Inc.	Miscellaneous	Irrigation Repair	\$ 417.30
06/30/24	Grizzly Creek Enterprises, Inc.	Building/Interior Maintenance	Misc Repairs & Maintenance	\$ 211.23
Sub-Total June				\$ 1,680.30
07/08/24	Roto Rooter Plumbing	Plumbing / Heating	Apply Calci Solve To Drain And Thoroughly Air Out Area	\$ 844.30
07/31/24	Grizzly Creek Enterprises, Inc.	Building/Interior Maintenance	Misc Repairs & Maintenance	\$ 955.00
Sub-Total July				\$ 1,799.30
08/05/24	Threshold	Inspection / Testing	Mold Testing	\$ 600.00
08/06/24	Threshold	Inspection / Testing	Air Quality Testing	\$ 100.00
08/07/24	Integrity Fire Safety Services	Inspection / Testing	Inspections fire safety	\$ 942.00
08/09/24	Roto Rooter Plumbing	Plumbing / Heating	Misc Repairs & Maintenance	\$ 694.00
08/09/24	Lassiter Electric Inc.	Electrical	Lighting Repairs & Maintenance	\$ 1,145.00
Sub-Total August				\$ 3,481.00
Grand Total				\$ 19,995.71

Alarm / Monitoring	\$ 1,648.23
Electrical	\$ 2,775.00
Fireplace maintenance	\$ -
Building/Interior Maintenance	\$ 11,229.06
Inspection / Testing	\$ 1,642.00
Pest Control	\$ 483.81
Plumbing / Heating	\$ 1,538.30
Roof Maintenance	\$ -
Signage	\$ -
Telephones	\$ -
Window Cleaning	\$ -
Miscellaneous	\$ 679.31
	\$ 19,995.71

BASALT REGIONAL LIBRARY DISTRICT
ACCOUNTS PAYABLE LIST
August 9 - September 6

BUDGET DESCRIPTION	PAYEE	AMOUNT
Accounting	*Bill.com	275.54
Accounting	*Sqaure Services	35.00
Adult Movies	Midwest Tape	93.06
Children's	Aspen Science Center	420.00
Childrens Summer Reading	Scholastic Book Fairs	558.82
Compost Collection System	EverGreen ZeroWaste	70.00
Electric	*Holy Cross Energy	1,523.25
Gas	*Black Hills Energy	169.79
Internet Connectivity	Ena Services Llc	81.01
Janitorial	Alsco	36.75
Landscaping	Daly Property Services, Inc.	1,607.27
Legal	Garfield & Hecht, P.C.	110.00
Maintenance	Grizzly Creek Enterprises, Inc.	9,966.23
Maintenance	Integrity Fire Safety Services	942.00
Maintenance	Lassiter Electric Inc.	1,145.00
Maintenance	Roto Rooter Plumbing	694.00
Maintenance	Threshold	100.00
Movie License	Swank Movie Licensing	519.00
Multiple	*Divvy	9,180.12
Multiple	Ingram Library Services	1,570.64
Music	Calkins LLC	150.00
Music	Nick May	1,500.00
Overdrive	Overdrive, Inc	1,290.26
Payroll Liabilities	*TIAA-CREF	9,410.36
Payroll Service	*Paychex Payroll Service	748.77
Print Subscriptions	EBSCO	48.40
Spanish Audio Youth	Playaway Products	59.99
Spanish Language	Delfina Huergo	200.00
Staff	triad resource group llc	95.00
Targeted Newspaper Ads	Aspen Daily News	191.26
Targeted Newspaper Ads	The Sopris Sun	270.00
Teen	Jessica Barnum	800.00
Telephone	Century Link	508.85
Translation / Interpretation	Dulce Andrea Suarez	166.25
Trash	Waste Management	729.83
Wellness/Health Insurance	CEBT Willis of Colorado	12,083.75
Grand Total		\$ 57,350.20

* Vendor is set up for auto payments



Statement: 07/15/2024 -
08/15/2024

Monthly statement

VISA

Basalt Library

Account: MQU18040

Pay cycle: Auto once monthly*

We appreciate you.

Your statement balance as of 08/15/2024 is

\$9,180.12

You are set up on automatic payments.

**The automatic payment amount that will be pulled
includes your current balance plus any activity
before your payment due date.*

Summary

Previous balance	\$10,046.85
Payments	\$10,046.85
Fees	\$0.00
Adjustments	\$0.00
Transactions	\$9,180.12
Statement balance	\$9,180.12



VISA

Statement: 07/15/2024 -
08/15/2024

Transactions

DATE	CARD	MERCHANT	AMOUNT	NAME
07/16/2024	**** 0011	CITY-MARKET #0405	\$23.83	Elizabeth DeWetter
07/16/2024	**** 1835	CITY-MARKET #0433	\$15.31	Brittany Crooke
07/16/2024	**** 1835	CITY-MARKET #0433	\$23.22	Brittany Crooke
07/16/2024	**** 9304	INFRANODUS* INFRANODUS	\$20.94 (\$0.21 foreign fee)	Amy Shipley
07/16/2024	**** 7327	AMAZON MKTPL*RS1IO9FN2	\$21.49	Kristen A Doyle
07/16/2024	**** 2151	AMAZON MKTPL*RS10U2100	\$38.78	Christy Baumgarten
07/16/2024	**** 7553	AMAZON MKTPL*RS6AI5OQ1	\$22.99	Linda Campbell
07/17/2024	**** 1835	AMAZON MKTPL*RS0TG6JL2	\$251.41	Brittany Crooke
07/17/2024	**** 0011	Amazon.com*RS4BQ4AD2	\$187.88	Elizabeth DeWetter
07/17/2024	**** 7327	AMAZON MKTPL*RS4H731F2	\$20.99	Kristen A Doyle
07/17/2024	**** 7553	AMAZON MKTPL*RS2YY0G22	\$291.12	Linda Campbell
07/18/2024	**** 1835	NESPRESSO USA, INC.	\$190.63	Brittany Crooke
07/18/2024	**** 7553	AMZN Mktpl US*RS2973VQ1	\$251.94	Linda Campbell
07/18/2024	**** 3542	CITY-MARKET #0433	\$274.03	Delaney A Meyers
07/18/2024	**** 1835	AMAZON MKTPL*RS7RA1MJ2	\$11.99	Brittany Crooke
07/18/2024	**** 9304	EVERYLIBRARY INSTITUTE	\$155.14	Amy Shipley
07/19/2024	**** 0011	TIMBOS PIZZA	\$21.00	Elizabeth DeWetter
07/20/2024	**** 4587	Amazon.com*RJ2YT9LD0	\$50.00	Meghan Pearlman
07/20/2024	**** 4587	Amazon.com*RS3EW1U22	\$54.99	Meghan Pearlman
07/20/2024	**** 1835	AMZN Mktpl US*RS9IZ3I52	\$14.85	Brittany Crooke
07/20/2024	**** 1835	AMAZON MKTPL*RS39E6921	\$69.94	Brittany Crooke
07/20/2024	**** 4587	AMAZON MKTPLACE PMTS	-\$19.98	Meghan Pearlman
07/20/2024	**** 2151	AMAZON MAR* 112-443371	\$51.99	Christy Baumgarten
07/20/2024	**** 7553	AMZN Mktpl US*RS5BR5YM2	\$208.00	Linda Campbell

DATE	CARD	MERCHANT	AMOUNT	NAME
07/20/2024	**** 7553	AMAZON MKTPL*RS8QM2I01	\$108.00	Linda Campbell
07/21/2024	**** 4587	AMAZON MKTPL*RJ0NB2F71	\$7.99	Meghan Pearlman
07/21/2024	**** 4587	AMAZON MKTPL*RJ6I58F01	\$29.04	Meghan Pearlman
07/21/2024	**** 1835	NESPRESSO USA, INC.	\$47.33	Brittany Crooke
07/22/2024	**** 4587	CITY-MARKET #0433	\$8.64	Meghan Pearlman
07/23/2024	**** 4587	HEIRLOOMS	\$50.00	Meghan Pearlman
07/23/2024	**** 0011	AMAZON.COM*RJONM0HC2	\$69.90	Elizabeth DeWetter
07/23/2024	**** 7553	AMAZON MKTPL*RJ2E37B12	\$18.98	Linda Campbell
07/23/2024	**** 4587	TST* BULL AND BUCK	\$55.00	Meghan Pearlman
07/24/2024	**** 4587	AMAZON.COM*RJ7J14K00	\$50.00	Meghan Pearlman
07/25/2024	**** 1835	Amazon.com*RV7S99O70	\$77.04	Brittany Crooke
07/25/2024	**** 1835	AMAZON MKTPL*RV81Q7FV2	\$754.10	Brittany Crooke
07/26/2024	**** 2151	MOUNTAINCAREERS.COM	\$85.00	Christy Baumgarten
07/26/2024	**** 4587	CITY-MARKET #0433	\$33.22	Meghan Pearlman
07/26/2024	**** 3542	CITY-MARKET #0433	\$112.21	Delaney A Meyers
07/26/2024	**** 2151	SWIFT COMMUNICATIONS	\$99.00	Christy Baumgarten
07/26/2024	**** 2151	SWIFT COMMUNICATIONS	\$99.00	Christy Baumgarten
07/27/2024	**** 4587	Free Range Kitchen and Wi	\$51.00	Meghan Pearlman
07/27/2024	**** 2151	Scholastic Education	\$27.00	Christy Baumgarten
07/27/2024	**** 7553	Amazon.com*RV0R16TM0	\$103.53	Linda Campbell
07/27/2024	**** 4587	AMAZON MKTPL*RV2DL30N2	\$24.49	Meghan Pearlman
07/29/2024	**** 4587	AMAZON MKTPL*RV4QK1ER1	\$26.98	Meghan Pearlman
07/31/2024	**** 0011	BASALT PRINTING	\$25.00	Elizabeth DeWetter
07/31/2024	**** 4587	FSP*CAL-COASSOCLIBRARIES	\$264.00	Meghan Pearlman
07/31/2024	**** 7553	CITY-MARKET #0433	\$56.54	Linda Campbell
07/31/2024	**** 2151	Amazon.com*RV33N52W0	\$93.45	Christy Baumgarten
07/31/2024	**** 2151	FACEBK *BK66V74NH2	\$106.41	Christy Baumgarten
08/01/2024	**** 3542	CITY-MARKET #0433	\$173.50	Delaney A Meyers

DATE	CARD	MERCHANT	AMOUNT	NAME
08/01/2024	**** 4587	USPS PO 0706120530	\$5.38	Meghan Pearlman
08/01/2024	**** 7370	SOCIETYFORHUMANRESOURCE	\$264.00	Evelyn I Dominguez
08/02/2024	**** 4587	BEAVER RUN RESORT	\$105.92	Meghan Pearlman
08/02/2024	**** 2151	GOOGLE*GSUITE BASALT LI	\$323.30	Christy Baumgarten
08/02/2024	**** 4587	FSP*CAL-COASSOCLIBRARIES	\$264.00	Meghan Pearlman
08/02/2024	**** 2151	TMOBILE POSTPAID WEB	\$690.07	Christy Baumgarten
08/06/2024	**** 7553	AMAZON MKTPL*RF8FE7QH0	\$179.94	Linda Campbell
08/06/2024	**** 1835	Scholastic Education	\$29.00	Brittany Crooke
08/06/2024	**** 9304	DREAMTIME WATER DIST	\$160.80	Amy Shipley
08/07/2024	**** 7370	Amazon.com*RF2HN9S21	\$25.00	Evelyn I Dominguez
08/07/2024	**** 3542	CITY-MARKET #0433	\$158.94	Delaney A Meyers
08/07/2024	**** 7370	TIMBOS PIZZA	\$30.99	Evelyn I Dominguez
08/07/2024	**** 7370	MATSUHISA DENVER	\$53.00	Evelyn I Dominguez
08/07/2024	**** 1835	WAL-MART #1095	\$54.27	Brittany Crooke
08/07/2024	**** 7327	INN AT RIVERWALK	\$204.89	Kristen A Doyle
08/08/2024	**** 2151	Scholastic Education	\$24.00	Christy Baumgarten
08/08/2024	**** 1835	7-ELEVEN 22021	\$3.69	Brittany Crooke
08/08/2024	**** 9304	TST* SWEET COLORADOUGH GL	\$62.29	Amy Shipley
08/09/2024	**** 1835	TIMBOS PIZZA	\$27.59	Brittany Crooke
08/09/2024	**** 4228	MEISTERLABS INC	\$156.00	Laura Baumgarten
08/10/2024	**** 4228	Nintendo CD1251121490	\$3.99	Laura Baumgarten
08/11/2024	**** 7327	Amazon.com*RM50E5X00	\$149.98	Kristen A Doyle
08/11/2024	**** 2151	AMAZON MKTPL*RM7L16G21	\$28.99	Christy Baumgarten
08/12/2024	**** 1835	Amazon.com*RM7QD6X51	\$70.60	Brittany Crooke
08/12/2024	**** 9304	AMAZON MKTPL*RM01R9BA0	\$164.66	Amy Shipley
08/14/2024	**** 4587	HAWORTHSTORE	\$1,030.00	Meghan Pearlman
Total			\$9,180.12	

Amazon Transaction Details
August 2024

Order Date	Order ID	PO Number	Currency	Order Subtotal	Title
8/6/2024	111-3245789-9534614		USD	25	Amazon eGift Card - Yay Gift Card
8/9/2024	113-2308862-8421863	6055	USD	149.98	Coleman 4-Person Sundome Tent, Navy
8/9/2024	111-0353609-6301030	5660 BC 8-24	USD	70.6	The Bluest Eye (Vintage International)
8/9/2024	111-3128315-1917019	5310	USD	164.66	Amazon Basics Stainless Steel Dinner Spoons with Round Edge, Large Tablespoons, 7.9 inches, Pack of 12, Silver
8/9/2024	111-3128315-1917019	5310	USD		M-one New Arm Pads Caps Replacement for Haworth Zody Office Chair 1 Pair Black/Gray (Black)
8/9/2024	111-3128315-1917019	5310	USD		Amazon Basics Stainless Steel Dinner Forks with Round Edge, Pack of 12, Silver
8/9/2024	111-3128315-1917019	5310	USD		Amazon Basics Hex Key Allen Wrench 26 Set with Ball End
8/10/2024	113-4282919-6186635		USD	28.99	Purple Cows Hot and Cold 9" Laminator Warms up in just 3 - 5 minutes with 50 pouches / pockets
					Periodic Table of Elements Poster Tapestry, Science Lab Chemistry Educational Decor Art Tapestries Wall Hanging for
8/13/2024	111-0369096-0568268	5660 BC 8-24	USD	11.99	Classroom Kids Bedroom Dorm Teacher Office Desk Decor 60X40"
					VOCOO Digital Kitchen Timer - Magnetic Countdown Countup Timer with Large LED Display Volume Adjustable, Easy for
8/13/2024	111-6878212-6145826	5660 BC 8-24	USD	138.28	Cooking and for Seniors and Kids to Use (Space Grey)
					Lockabox One™ Compact and Hygienic Lockable Storage Box for Food, Medicines, Tech and Home Safety One Size 12 x
8/13/2024	111-6878212-6145826	5660 BC 8-24	USD		8 x 6.6 inches externally (Crystal)
					Bezente Clear Balloons Latex Party Balloons - 100 Pack 12 inch Round Helium Transparent Balloons for Wedding Baby
8/13/2024	111-6878212-6145826	5660 BC 8-24	USD		Shower Birthday Bubble Party Decoration
					Tubibu Walnut Treasure Within Puzzle Secret Magic Box Hand Made Unique Jewelry Box with Hidden Key 10"x6"x5"
8/13/2024	111-6878212-6145826	5660 BC 8-24	USD		(25cmx15cmx12cm)
					RUBFAC 120 Balloons Assorted Color 12 Inches Rainbow Latex Balloons, 12 Bright Color Party Balloons for Birthday Baby
8/13/2024	111-6878212-6145826	5660 BC 8-24	USD		Shower Wedding Party Supplies Arch Garland
					WERNNSAI Science Party Decorations - 9PCS Mad Scientist at Work Home Wall Decor Signs Funny Tags for Boys Kids
8/13/2024	111-6878212-6145826	5660 BC 8-24	USD		Birthday Party Laboratory Sign Table Centerpieces Yellow Caution Logos on Door Windows Supplies
					Mr. Pen- Jumbo Wooden Craft Sticks, 100 Pack, 5.75 inch, Craft Sticks, Popsicle Sticks for Crafts, Large Popsicle Sticks,
8/13/2024	111-6878212-6145826	5660 BC 8-24	USD		Jumbo Popsicle Sticks, Wax Sticks for Waxing, Large Popsicle Sticks Jumbo
					uni USB-C to HDMI Adapter 4K@60Hz, Thunderbolt 3/4 to HDMI Adapter, Type C HDMI Converter, Compatible with MacBook
8/14/2024	113-5492958-9421865		USD	25.38	Pro/Air 2022, iPad Pro/Air, Surface Laptop, Dell XPS, Chromebook, Galaxy & More
8/14/2024	111-1290679-5580265	5310	USD	399	Dyson V7 Motorhead Cordless Stick Vacuum Cleaner, Fuchsia (227591-01)
8/14/2024	111-7322418-3329853	5310	USD	52.16	Purell Advanced Hand Sanitizer Refreshing Gel, Clean Scent, 2-Liter Pump Bottle (Pack of 1). 9625-04
8/14/2024	111-0002549-2671422	5660 BC 8-24	USD	5.99	100 Pcs Wood Blank Letter Tiles, XYSMZM Wooden Blank Scrabble Tiles for DIY Craft Supplies Decoration
8/15/2024	111-0572594-0563430	BC 5660 School Supplies	USD	206.79	Sticky Notes 1.5x2 Inches,48 Pads, Bright Colors Self-Stick Pads,75 Sheets/Pad...
					URSKYTOUS 60Pcs Animal Erasers Desk Pets for Kids Pencil Bulk Puzzle Erasers Toys Gifts for Classroom Prizes,Game
8/15/2024	111-0572594-0563430	BC 5660 School Supplies	USD		Reward,Treasure Box,Easter Egg Fillers,Goodie Bag Stuffers,Party Favors
					XIPEGPA 40 PCS Mini Animal Plush Toys Set Cute Small Animal Stuffed Toy Keychain for Party Favors Keychain Ornament for
8/15/2024	111-0572594-0563430	BC 5660 School Supplies	USD		Goody Bag Easter Egg Stuffers Carnival Birthday Party Classroom Prizes
8/15/2024	111-0572594-0563430	BC 5660 School Supplies	USD		(24 Pack) Sticky Notes 3x3 in Post Bright Stickies Colorful Super Sticking Power Memo Pads, Strong Adhesive, 74 Sheets/pad
					Cute Cartoon Gel Ink Pens Cartoon Animal Writing Pens 0.5 mm Black Ink Cool Pens Kawaii Fun Pens for Kids Novelty Pens
8/15/2024	111-0572594-0563430	BC 5660 School Supplies	USD		for School Office Home Supplies Student Kids Gift, 50 Assorted Styles (100 Pcs)
					72 Pieces Anxiety Sensory Stickers with Storage Box - Calming Stickers 2 Textured Surface - Fidget Strips for Office &
8/15/2024	111-0572594-0563430	BC 5660 School Supplies	USD		Classroom Desk Adult & Teen Stress (Cartoon)
8/16/2024	112-8443191-9393006	5620 LC 8/24	USD	57.55	PHILODOGS Playdough Set with a Large Storage Box for Kids - Non-Toxic Modeling Clay - 48pcs

Amazon Transaction Details
August 2024

Order Date	Order ID	PO Number	Currency	Order Subtotal	Title
8/16/2024	112-8443191-9393006	5620 LC 8/24	USD		MASSRT Triangle Jumbo Crayons for Toddlers, 18 Colors Mess Free Unbreakable Crayon Gifts, Easy to Hold Washable Crayons for Kids, Safe Coloring Gifts for Babies and Children
8/16/2024	112-8443191-9393006	5620 LC 8/24	USD		READY 2 LEARN Dough Tools - Set of 6 - Arts and Crafts for Kids - Sculpting Tools to Roll, Cut, Mold and Flatten - Art Supplies for Pottery and Dough
8/16/2024	112-8443191-9393006	5620 LC 8/24	USD		OOLY Rainbow Sparkle Gel Crayons for Kids and Adults - Set of 12 Watercolor Glitter Markers for Glass and Paper Surfaces with Clear Plastic Crayon Case - Easy To Clean Bright Metallic Color Crayons
8/17/2024	111-3995065-2335439	6120 Special items	USD	159.98	2024 SLK by Selkirk Pickleball Paddles Featuring a Multilayer Fiberglass and Graphite Pickleball Paddle Face SX3 Honeycomb Core Pickleball Rackets Designed in The USA for Traction and Stability
8/22/2024	111-3413540-3821858	5660 BC 8-24	USD	6.28	Teenitor Clear Elastic Hair Bands, 2000pcs Mini Hair Rubber Bands, Hair Ties, Soft Hair Elastics Ties, 2mm in Width and 30mm in Length
8/25/2024	111-2677091-3548231	6080	USD	37.85	UNA GRANDIOSO DESORDEN
8/25/2024	111-3820579-1541000	6080	USD	23.77	TRENES NUNCA VUELVEN, LOS
8/27/2024	111-0624427-2169843	5610	USD	44.03	U by Kotex Click Compact Multipack Tampons, Regular/Super Absorbency, Unscented, 45 Count
8/28/2024	111-7284689-4367417	5660 BC 8-24	USD	44.86	Frito Lay Party Mix Variety Pack, (Pack of 40)
8/29/2024	112-8448178-3225839	5620 LC 8/24	USD	20.15	The Puppet Company Full-Bodied Animal Hand Puppets Bear
8/30/2024	112-0990291-9539400	5620 LC 9/24	USD	86.49	Circle Punch, Circle Hole Punch, Paper Hole Puncher, 3 PCS Circle Punch Set, 1 inch Hole Punch Circle, 5/8" Circle Paper Puncher, 3/8" Hole Punch, Craft Punches, Hole Puncher for Crafts, Shape Punch
8/30/2024	112-0990291-9539400	5620 LC 9/24	USD		Mont Marte Signature Black Acrylic Paint, 16.9oz (500ml), Semi-Matte Finish, Suitable for Canvas, Wood, Fabric, Leather, Cardboard, Paper, MDF and Crafts
8/30/2024	112-0990291-9539400	5620 LC 9/24	USD		Hygloss Products Kaleidoscope Kit For Kids - Make Your Own Kaleidoscopes - 6-3/4 x 1-3/8 Inches, 12 Pack
8/30/2024	112-0990291-9539400	5620 LC 9/24	USD		Single Hole Puncher, 3 pcs, 1/4" Hole Punch, 50% Labor Savings, Heavy Duty Hole Puncher, Paper Punch, 15 Sheet
8/30/2024	112-0990291-9539400	5620 LC 9/24	USD		Capacity, Metal Hole Puncher for ID Card, Chipboard, Art Project
8/30/2024	112-0990291-9539400	5620 LC 9/24	USD		Upins 1000 Pcs Black Wiggle Googly Eyes with Self-Adhesive, 6mm 8mm 10 mm 12mm Mixed Packaging
8/30/2024	112-4592326-9347468	5620 LC 9/24	USD	39.88	Handy Art Washable Liquid Watercolor, 8 Fl Oz (Pack of 10), 10 per Set
Total				<u><u>1,799.66</u></u>	