

DAVIS COUNTY LIBRARY BOARD AGENDA

Davis County Library Board Meeting
Bountiful Branch Library
725 S Main St, Bountiful, UT

December 7th, 2023
2:00 p.m.

Welcome

1. Public Comments - 3 minute maximum
2. Recognition of Jil Craythorne's Service on the Davis County Library Board
3. Welcome new board member - Samuel Macias

Action Items

4. Minutes - November 9th, 2023
5. Ratification of Low Dollar Contracts - \$2,975.00
6. Ratification of Donations over \$50.00 -\$1,799.75
7. Ratification of Bills - September & October 2023
1. Library Closure Proposed - December 26th to match proposed Davis County
8. 2024 Board Meeting Schedule, Dates, Times & Locations - proposed
9. Proposed Extended hours on Friday, 3/22/23 for the Annual Spring Activity in partnership with Layton City from 6:30-8:00 pm

Information & Discussion Items

10. 2022 Annual Report
11. 2023 Summer Reading Review
12. 2023-2024 Staff Development & Professional Training
 - a. 2023 ULA Conference
 - b. 2023 Staff Training & Staff Recognition Awards
 - c. 2024 PLA Conference

Closed Session

1. South-End Services & Construction - Discussion
We will move to a closed session for reasons permitted under UCA §52-4-205(1d) for strategy sessions to discuss the purchase, exchange, or lease of real property.

Adjournment

Notes:

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Josh Johnson, Davis County Library Director, at 801-451-3050 prior to the meeting. Agenda items may not be discussed in the above order.

Pursuant to UCA 52-4-207, electronic and telephone participation is available to this body's members and invited guests; the general public is invited to attend at the anchor location indicated at the top of the agenda.

Present

Scott Jones – Vice Chair, joined electronically
Commissioner Miner Kamalu
Samuel Macias
Sara Reed
Jennifer Somers
Joshua Johnson
Jennifer Tankersley

Guests:

Lynnette Mills, Deputy Director
Ellen Peterson, Deputy Director
Carolyn Myers, Bountiful Branch Manager
Kim Valeika, Outreach Manager

WELCOME

1. Recognition of Jil Craythorne's Service on the Davis County Library Board
Jil Craythorne was unable to attend so this item was tabled until the January meeting.

2. Welcome new board member - Samuel Macias
Josh introduced new board member Samuel Macias and explained the new process for recruiting Board members. There were 25 applicants and after narrowing down the field, Samuel was selected. The board welcomed Samuel.

PUBLIC COMMENTS

3. Public Comments - 3 minute maximum
There were no public comments.

ACTION ITEMS

4. Approval of Minutes
The minutes for the previous meeting were presented for review.
Jennifer Somers moved to approve the minutes. Sara Reed seconded the motion. The motion was unanimously carried.

5. - Contracts – Ratification
Josh went over the Low Dollar Contracts and Donation of Materials over \$50.00 for the Board.
-Low Dollar Contracts signed by the Director – Summary - \$2,975.00
-Donation of Materials over \$50.00 – Summary – \$1,799.75
Sara Reed to ratify the contracts. Jennifer Somers seconded the motion. The motion was unanimously carried.

6. Ratification of Bills - September & October 2023
Josh presented the expenditures to the Board. There were no questions.
Jennifer Somers moved to approve. Samuel Macias seconded the motion. The motion was unanimously carried.

7. Library Closure Proposed - December 26th to match proposed Davis County
Josh suggested the Board vote on this item and the Proposed Extended Hours at the Layton Branch at the same time.

8. Proposed Extended hours on Friday, 3/22/24 for the Annual Spring Activity in partnership with Layton City from 6:30-8:00 pm

Jennifer Somers moved to approve the Library Closure on December 26th, 2023 and the extended hours at the Layton Branch on March 22nd, 2024. Samuel Macias seconded the motion. The motion was unanimously carried.

9. 2024 Board Meeting Schedule, Dates, Times & Locations - proposed

Josh presented the proposed schedule to the Board including the plan to visit other branches once a quarter.

Commissioner Kamalu arrived.

Sara Reed moved to approve. Jennifer Somers seconded the motion. The motion was unanimously carried.

INFORMATION & DISCUSSION ITEMS

10. 2022 Annual Report

Josh presented the Annual report to the board. He mentioned that programming is finally bouncing back from Covid. As a side note he recently discovered that the Beehive Consortium has the 14th highest circulation in the world at nearly 500,000 per month. Jennifer Somers asked if any sections on the Annual Report had decreased. Josh said no, everything had stayed steady or went up.

11. 2023 Summer Reading Review

Kim Valeika gave the Board an overview of the 2023 Summer Reading program. For Childrens there were 14,000 kids that attended 95 programs. 7,000 children's trackers were given out. When trackers are turned in kids get a free book. 2,000 trackers were turned in. The Young Adult program had 700 participants and 26 programs, 3 of which were online. The Adult program had 1,400 trackers handed out and 300 turned in.

12. 2023-2024 Staff Development & Professional Training

a. 2023 ULA Conference

Josh updated the board on the 2023 ULA conference that was held in Layton. Three groups from the Library presented: Kimberly Budd and Kim Valeika presented Programming with a Growth Mindset, Jeane Shelton and Kimberly Budd presented G.R.O.W. Your Displays, and Josh Johnson moderated Trends in E-Books.

b. 2023 Staff Training & Staff Recognition Awards

Sara Reed told the Board that the event was well done. She noted the positive energy and fun banter between staff. Josh told the Board that the nominations had increased from 70 to 127 in the second year of the awards. Commissioner Kamalu said that the ceremony was fun and positive.

c. 2024 PLA Conference

Lynnette informed the Board that prior to 2022 the Davis County Library had not sent staff to a national conference in 10 years. The 2022 conference was very beneficial and the Library has budgeted funds to send staff and a Board member in 2024. The convention will be in Columbus, Ohio April 3rd-5th, 2024. Lynnette shared with the Board that any staff that would like to go have been invited to apply.

Commissioner Kamalu said she was very sorry to have missed Sam's introduction to the Board and that she is looking forward to working with him.

CLOSED SESSION

13. South-End Services & Construction - Discussion

Commissioner Kamalu moved that the Board move to a closed session for reasons permitted under UCA §52-4-205(1d) for strategy sessions to discuss the purchase, exchange, or lease of real property. Jennifer Somers seconded the motion. The Board moved to closed session at 2:54 p.m.

Return from Closed Session

The Board returned from closed session at 3:30 p.m. Scott Jones left the meeting during the closed session. Josh Johnson noted that no action was taken during the closed session.

ADJOURNMENT

Jennifer Somers moved to adjourn. Sara Reed seconded the motion. The Board adjourned at 3:23 p.m.

NEXT MEETING: January 11th, 2024 – 1:00 p.m. at the Clearfield Branch

Davis County Library - Contract Summary September 2023 - December 2023

Name	Date of Programs/Contract	Purpose	Amount/Payable
Morningstar	9/1/2023-8/31/2026	Morningstar Investment Database	\$2,900.00
Paranormal Investigations Team of Utah	10/2/2023	Haunted Spaces: Investigating the Paranormal in Utah	\$75.00
Antelope Island State Park	10/13/2023	Stargazing at Antelope Island	No Compensation
Ogden Mustangs Hockey	12/5/2023	Rockin'Hockey: Meet the Ogden Mustangs	No Compensation
Total			\$2,975.00

Davis County Library - Donation Log July 2023 - September 2023

Name	Date	Branch	Estimated Value
Hanna Stribling	7/1/2023	Clearfield	\$53.00
Anonymous	7/5/2023	Bountiful	\$163.00
Steve Bailey	7/18/2023	Layton	\$59.00
Anonymous	7/12/2023	Kaysville	\$150.00
Kristen Fillerup	7/22/2023	Kaysville	\$58.00
Anonymous	7/26/2023	Centerville	\$57.75
Anonymous	7/29/2023	Kaysville	\$67.50
Anonymous	8/7/2023	Headquarters	\$54.00
Anonymous	8/7/2023	Kaysville	\$161.50
Anne Taylor	8/9/2023	Headquarters	\$72.25
Anonymous	8/9/2023	Kaysville	\$59.75
Anonymous	8/21/2023	Layton	\$172.75
Anonymous	8/26/2023	Headquarters	\$52.25
Anonymous	8/29/2023	Layton	\$57.00
Anonymous	9/2/2023	Layton	\$109.00
Tina Peck	9/19/2023	Centerville	\$453.00
Total			\$1,799.75

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

ACCOUNTS FOR: 23	LIBRARY SERVICES	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
2310580 LIBRARY								
2310580	410000	CURRENT PROPERTY TA	-8,743,317	-8,800,533	-827,030.81	-199,532.82	.00	-7,973,502.19 9.4%*
2310580	411000	REGISTERED PERSONAL	-668,111	-668,111	-372,711.47	-36,069.60	.00	-295,399.53 55.8%*
2310580	420000	PRIOR YEARS TAXES	-100,259	-100,259	-60,646.19	-5,463.61	.00	-39,612.81 60.5%*
2310580	422101	A&C PENALTY/INTERES	-55,956	-55,956	-30,575.20	-3,786.01	.00	-25,380.80 54.6%*
2310580	452050	PROMOTIONAL SALES	0	0	-980.79	-322.71	.00	980.79 100.0%
2310580	460000	FINES & FORFEITURES	-50,000	-50,000	-54,915.34	-5,493.94	.00	4,915.34 109.8%
2310580	472300	STATE REIMBURSEMENT	-45,000	-45,000	-34,799.00	.00	.00	-10,201.00 77.3%*
2310580	480000	INTEREST EARNINGS	-28,000	-28,000	-72,226.74	-1,411.69	.00	44,226.74 258.0%
2310580	492100	TRANSFER IN	0	-232,351	-232,351.00	-232,351.00	.00	.00 100.0%
2310580	493000	CONTRIBUTION-PRIVAT	0	0	-166.44	.00	.00	166.44 100.0%
2310580	495100	SUNDRY REVENUE	-5,000	-5,000	-13,042.44	-1,874.11	.00	8,042.44 260.8%
TOTAL UNDEFINED ROLLUP CODE			-9,695,643	-9,985,210	-1,699,445.42	-486,305.49	.00	-8,285,764.58 17.0%
1P580 LIBRARY PAYROLL								
2310580	510110	PAYROLL	4,578,286	4,578,286	3,107,913.93	319,309.94	.00	1,470,371.58 67.9%
2310580	510111	TRAVEL PAY	17,783	17,783	12,330.80	1,233.08	.00	5,452.16 69.3%
2310580	510115	TAXABLE INCENTIVES	0	0	178.09	80.78	.00	-178.09 100.0%*
2310580	510117	OVERTIME	1,545	1,545	16.14	.00	.00	1,528.86 1.0%
2310580	520130	BENEFITS	3,507	3,507	3.00	.00	.00	3,504.15 .1%
2310580	520131	PAYROLL TAXES	355,689	355,689	231,961.79	23,873.73	.00	123,727.02 65.2%
2310580	520132	WORKERS COMP	10,575	10,575	3,387.84	346.42	.00	7,187.55 32.0%
2310580	520133	INSURANCE	550,059	550,059	380,698.12	37,438.91	.00	169,360.94 69.2%
2310580	520134	RETIREMENT	542,056	542,056	422,777.63	42,348.15	.00	119,278.06 78.0%
2310580	520135	COMMUNICATIONS ALLO	3,900	3,900	2,977.15	290.80	.00	923.11 76.3%
2310580	590950	BUDGET ADJUSTMENTS	-150,000	-150,000	.00	.00	.00	-150,000.00 .0%*
TOTAL LIBRARY PAYROLL			5,913,400	5,913,400	4,162,244.49	424,921.81	.00	1,751,155.34 70.4%
20580 LIBRARY OPERATING								
2310580	530225	PROMOTIONAL MATERIA	4,800	4,800	1,231.45	.00	.00	3,568.55 25.7%
2310580	530623	CITIZEN PROGRAMS	40,000	40,000	31,015.21	3,042.77	.00	8,984.79 77.5%
2310580	540210	SUBS & MEMBERSHIPS	4,000	4,000	1,415.00	.00	.00	2,585.00 35.4%
2310580	540220	PUBLIC NOTICES	1,000	1,000	.00	.00	.00	1,000.00 .0%

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

ACCOUNTS FOR: 23	LIBRARY SERVICES	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
2310580	540250	OPERATING SUPPLIES	45,000	45,000	7,619.32	336.40	.00	37,380.68	16.9%
2310580	540271	FOOD BUSINESS	2,500	2,500	.00	.00	.00	2,500.00	.0%
2310580	540272	EMPLOYEE AWARDS	5,800	5,800	349.33	9.99	.00	5,450.67	6.0%
2310580	540450	UNIFORMS/LINENS	3,500	3,500	.00	.00	.00	3,500.00	.0%
2310580	540610	MISC SUPPLIES	18,000	18,000	7,931.10	399.28	.00	10,068.90	44.1%
2310580	540612	BOOKS AND MATERIALS	860,000	860,000	645,242.66	50,131.19	4,980.46	209,776.88	75.6%
2310580	540643	COMPUTER EQUIP	114,850	114,850	6,787.41	.00	84,403.91	23,658.68	79.4%
2310580	540666	CONTINGENCY	7,500	7,500	.00	.00	.00	7,500.00	.0%
2310580	540690	EQUIPMENT	50,000	50,000	10,701.68	2,718.79	15,081.16	24,217.16	51.6%
2310580	540691	SOFTWARE	4,560	10,560	4,845.42	.00	.00	5,714.58	45.9%
2310580	542240	OFFICE SUPPLIES	45,000	44,000	30,462.67	8,907.45	.00	13,537.33	69.2%
2310580	542243	POSTAGE	17,500	17,500	11,115.00	5,000.00	.00	6,385.00	63.5%
2310580	545536	BANK CHARGES	4,000	4,000	.00	.00	.00	4,000.00	.0%
2310580	548231	MILEAGE/LOCAL TRAVE	4,900	4,900	1,170.87	355.41	.00	3,729.13	23.9%
2310580	548330	EDUCATION & TRAININ	8,000	8,000	2,770.00	25.00	.00	5,230.00	34.6%
2310580	550620	MISC SERVICES	25,000	25,000	.00	.00	.00	25,000.00	.0%
2310580	555265	SOFTWARE MAINTENANC	118,950	118,950	108,451.63	.00	10,847.00	-348.63	100.3%*
2310580	555266	SOFTWARE SUBSCRIPTI	10,610	10,610	149.90	.00	.00	10,460.10	1.4%
2310580	555310	PROF & TECH	28,000	29,000	29,929.03	.00	1,795.00	-2,724.03	109.4%*
2310580	560252	EQUIP REP/CONTRACTS	500	500	.00	.00	.00	500.00	.0%
2310580	560260	BLDG & GRND MAINT	31,500	31,900	.00	.00	.00	31,900.00	.0%
2310580	562280	TELEPHONE	66,000	66,000	5,288.28	174.61	.00	60,711.72	8.0%
2310580	564253	VEHICLE SERVICE	3,500	3,500	1,301.56	201.73	.00	2,198.44	37.2%
2310580	564258	GASOLINE	0	0	897.23	221.37	.00	-897.23	100.0%*
TOTAL LIBRARY OPERATING		1,524,970	1,531,370	908,674.75	71,523.99	117,107.53	505,587.72	67.0%	
4A580 LIBRARY ALLOCATIONS									
2310580	590910	TRANSFER OUT	1,196,673	1,196,673	922,504.78	91,389.42	.00	274,168.22	77.1%
2310580	590920	TELEPHONE ALLOCATIO	29,885	29,885	20,466.57	2,162.43	.00	9,417.99	68.5%
2310580	590922	EMAIL ALLOCATION	20,846	20,846	15,634.80	1,737.20	.00	5,211.60	75.0%
2310580	590925	SECURITY CAMERA ALL	10,596	10,596	7,947.00	883.00	.00	2,649.00	75.0%
2310580	590930	INSURANCE ALLOCATIO	94,988	94,988	71,241.21	7,915.69	.00	23,746.79	75.0%
2310580	590940	MAINTENANCE ALLOCAT	791,000	791,000	593,250.03	65,916.67	.00	197,749.97	75.0%
TOTAL LIBRARY ALLOCATIONS		2,143,988	2,143,988	1,631,044.39	170,004.41	.00	512,943.57	76.1%	
TOTAL LIBRARY		-113,285	-396,452	5,002,518.21	180,144.72	117,107.53	-5,516,077.95	-1291.4%	
TOTAL LIBRARY SERVICES		-113,285	-396,452	5,002,518.21	180,144.72	117,107.53	-5,516,077.95	-1291.4%	
TOTAL REVENUES		-9,695,643	-9,985,210	-1,699,445.42	-486,305.49	.00	-8,285,764.58		
TOTAL EXPENSES		9,582,358	9,588,758	6,701,963.63	666,450.21	117,107.53	2,769,686.63		

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	-113,285	-396,452	5,002,518.21	180,144.72	117,107.53	-5,516,077.95	-1291.4%

** END OF REPORT - Generated by Jennifer Tankersley **

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

ACCOUNTS FOR: 48 LIBRARY CAPITAL PROJECTS	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
4810950 CAP - LIBRARY							
4810950 480000 INTEREST EARNINGS	-10,000	-10,000	-102,662.90	-9,181.62	.00	92,662.90	1026.6%
4810950 492100 TRANSFER IN	-560,000	-560,000	-444,999.97	-38,333.33	.00	-115,000.03	79.5%*
TOTAL UNDEFINED ROLLUP CODE	-570,000	-570,000	-547,662.87	-47,514.95	.00	-22,337.13	96.1%
20950 CAP - LIBRARY OPERATING							
4810950 560260 BLDG & GRND MAINT	90,000	93,000	13,229.01	.00	18,835.61	60,935.38	34.5%
TOTAL CAP - LIBRARY OPERATING	90,000	93,000	13,229.01	.00	18,835.61	60,935.38	34.5%
3C950 CAP - LIBRARY CAPITAL							
4810950 620720 BLDG IMPROVEMENTS	0	0	105,122.22	105,122.22	119,725.32	-224,847.54	100.0%*
4810950 640740 CAPITAL EQUIPMENT	0	15,000	.00	.00	6,703.00	8,297.00	44.7%
TOTAL CAP - LIBRARY CAPITAL	0	15,000	105,122.22	105,122.22	126,428.32	-216,550.54	1543.7%
TOTAL CAP - LIBRARY	-480,000	-462,000	-429,311.64	57,607.27	145,263.93	-177,952.29	61.5%
TOTAL LIBRARY CAPITAL PROJECTS	-480,000	-462,000	-429,311.64	57,607.27	145,263.93	-177,952.29	61.5%
TOTAL REVENUES	-570,000	-570,000	-547,662.87	-47,514.95	.00	-22,337.13	
TOTAL EXPENSES	90,000	108,000	118,351.23	105,122.22	145,263.93	-155,615.16	

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	-480,000	-462,000	-429,311.64	57,607.27	145,263.93	-177,952.29	61.5%

** END OF REPORT - Generated by Jennifer Tankersley **

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

ACCOUNTS FOR: 42 DEBT SERVICE CONSTRUCTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
4210242 LIBRARY CONSTRUCTION							
4210242 480000 INTEREST EARNINGS	0	0	-49,726.11	-6,590.50	.00	49,726.11	100.0%
4210242 492000 BONDS PROCEEDS	-740,000	-740,000	.00	.00	.00	-740,000.00	.00*
4210242 492100 TRANSFER IN	0	0	-3,846,022.37	.00	.00	3,846,022.37	100.0%
TOTAL UNDEFINED ROLLUP CODE	-740,000	-740,000	-3,895,748.48	-6,590.50	.00	3,155,748.48	526.5%
3C242 CONSTRUCTION DRAW CAPITAL							
4210242 620720 BLDG IMPROVEMENTS	740,000	740,000	.00	-96,900.60	.00	740,000.00	.0%
TOTAL CONSTRUCTION DRAW CAPITAL	740,000	740,000	.00	-96,900.60	.00	740,000.00	.0%
TOTAL LIBRARY CONSTRUCTION	0	0	-3,895,748.48	-103,491.10	.00	3,895,748.48	100.0%
TOTAL DEBT SERVICE CONSTRUCTION	0	0	-3,895,748.48	-103,491.10	.00	3,895,748.48	100.0%
TOTAL REVENUES	-740,000	-740,000	-3,895,748.48	-6,590.50	.00	3,155,748.48	
TOTAL EXPENSES	740,000	740,000	.00	-96,900.60	.00	740,000.00	

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	-3,895,748.48	-103,491.10	.00	3,895,748.48	100.0%

** END OF REPORT - Generated by Jennifer Tankersley **

Facilities Allocation Costs
September 2023

Wages	\$28,818.77	43.72%
Custodial	\$13,671.12	20.74%
B&G	\$7,151.96	10.85%
Utilities	<u>\$16,274.82</u>	24.69%
Total	\$65,916.67	100.00%

- JH Sent to Library for approval
 Facilities Project report attached
 Library approved expenditures
Sent to Clerk Auditor _____

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

ACCOUNTS FOR: 23	LIBRARY SERVICES	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
2310580 LIBRARY								
2310580	410000	CURRENT PROPERTY TA	-8,743,317	-8,800,533	-1,046,767.71	-219,736.90	.00	-7,753,765.29 11.9%*
2310580	411000	REGISTERED PERSONAL	-668,111	-668,111	-397,641.32	-24,929.85	.00	-270,469.68 59.5%*
2310580	420000	PRIOR YEARS TAXES	-100,259	-100,259	-63,608.59	-2,962.40	.00	-36,650.41 63.4%*
2310580	422101	A&C PENALTY/INTERES	-55,956	-55,956	-31,026.47	-451.27	.00	-24,929.53 55.4%*
2310580	452050	PROMOTIONAL SALES	0	0	-1,243.51	-262.72	.00	1,243.51 100.0%
2310580	460000	FINES & FORFEITURES	-50,000	-50,000	-61,491.59	-6,576.25	.00	11,491.59 123.0%
2310580	472300	STATE REIMBURSEMENT	-45,000	-45,000	-36,789.38	-1,990.38	.00	-8,210.62 81.8%*
2310580	480000	INTEREST EARNINGS	-28,000	-28,000	-72,620.92	-394.18	.00	44,620.92 259.4%
2310580	492100	TRANSFER IN	0	-232,351	-232,351.00	.00	.00	.00 100.0%
2310580	493000	CONTRIBUTION-PRIVAT	0	0	-166.44	.00	.00	166.44 100.0%
2310580	495100	SUNDRY REVENUE	-5,000	-5,000	-13,375.74	-333.30	.00	8,375.74 267.5%
TOTAL UNDEFINED ROLLUP CODE			-9,695,643	-9,985,210	-1,957,082.67	-257,637.25	.00	-8,028,127.33 19.6%
1P580 LIBRARY PAYROLL								
2310580	510110	PAYROLL	4,578,286	4,578,286	3,427,795.52	319,881.59	.00	1,150,489.99 74.9%
2310580	510111	TRAVEL PAY	17,783	17,783	13,563.88	1,233.08	.00	4,219.08 76.3%
2310580	510115	TAXABLE INCENTIVES	0	0	184.30	6.21	.00	-184.30 100.0%*
2310580	510117	OVERTIME	1,545	1,545	16.14	.00	.00	1,528.86 1.0%
2310580	520130	BENEFITS	3,507	3,507	640.50	637.50	.00	2,866.65 18.3%
2310580	520131	PAYROLL TAXES	355,689	355,689	255,792.45	23,830.66	.00	99,896.36 71.9%
2310580	520132	WORKERS COMP	10,575	10,575	3,732.90	345.06	.00	6,842.49 35.3%
2310580	520133	INSURANCE	550,059	550,059	418,422.14	37,724.02	.00	131,636.92 76.1%
2310580	520134	RETIREMENT	542,056	542,056	465,644.88	42,867.25	.00	76,410.81 85.9%
2310580	520135	COMMUNICATIONS ALLO	3,900	3,900	3,267.95	290.80	.00	632.31 83.8%
2310580	590950	BUDGET ADJUSTMENTS	-150,000	-150,000	.00	.00	.00	-150,000.00 .0%*
TOTAL LIBRARY PAYROLL			5,913,400	5,913,400	4,589,060.66	426,816.17	.00	1,324,339.17 77.6%
20580 LIBRARY OPERATING								
2310580	530225	PROMOTIONAL MATERIA	4,800	4,800	1,244.63	13.18	.00	3,555.37 25.9%
2310580	530623	CITIZEN PROGRAMS	40,000	40,000	33,230.28	2,215.07	.00	6,769.72 83.1%
2310580	540210	SUBS & MEMBERSHIPS	4,000	4,000	1,415.00	.00	.00	2,585.00 35.4%
2310580	540220	PUBLIC NOTICES	1,000	1,000	.00	.00	.00	1,000.00 .0%

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

ACCOUNTS FOR: 23	LIBRARY SERVICES	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
2310580	540250	OPERATING SUPPLIES	45,000	45,000	10,583.85	2,964.53	.00	34,416.15	23.5%
2310580	540271	FOOD BUSINESS	2,500	2,500	.00	.00	.00	2,500.00	.0%
2310580	540272	EMPLOYEE AWARDS	5,800	5,800	898.12	548.79	.00	4,901.88	15.5%
2310580	540450	UNIFORMS/LINENS	3,500	3,500	.00	.00	.00	3,500.00	.0%
2310580	540610	MISC SUPPLIES	18,000	18,000	8,167.50	236.40	.00	9,832.50	45.4%
2310580	540612	BOOKS AND MATERIALS	860,000	860,000	698,583.66	53,341.00	.00	161,416.34	81.2%
2310580	540643	COMPUTER EQUIP	114,850	114,850	81,637.64	74,850.23	10,068.22	23,144.14	79.8%
2310580	540666	CONTINGENCY	7,500	7,500	.00	.00	.00	7,500.00	.0%
2310580	540690	EQUIPMENT	50,000	50,000	21,624.57	10,922.89	4,204.16	24,171.27	51.7%
2310580	540691	SOFTWARE	4,560	10,560	4,845.42	.00	.00	5,714.58	45.9%
2310580	542240	OFFICE SUPPLIES	45,000	44,000	32,281.24	1,818.57	.00	11,718.76	73.4%
2310580	542243	POSTAGE	17,500	17,500	11,709.90	594.90	.00	5,790.10	66.9%
2310580	545536	BANK CHARGES	4,000	4,000	.00	.00	.00	4,000.00	.0%
2310580	548230	TRAVEL/EDUC& TRNG	0	0	219.08	219.08	.00	-219.08	100.0%*
2310580	548231	MILEAGE/LOCAL TRAVE	4,900	4,900	1,179.39	8.52	.00	3,720.61	24.1%
2310580	548330	EDUCATION & TRAININ	8,000	8,000	2,770.00	.00	.00	5,230.00	34.6%
2310580	550620	MISC SERVICES	25,000	25,000	.00	.00	.00	25,000.00	.0%
2310580	555265	SOFTWARE MAINTENANC	118,950	118,950	108,451.63	.00	10,847.00	-348.63	100.3%*
2310580	555266	SOFTWARE SUBSCRIPTI	10,610	10,610	149.90	.00	.00	10,460.10	1.4%
2310580	555310	PROF & TECH	28,000	29,000	29,929.03	.00	1,795.00	-2,724.03	109.4%*
2310580	560252	EQUIP REP/CONTRACTS	500	500	.00	.00	.00	500.00	.0%
2310580	560260	BLDG & GRND MAINT	31,500	31,900	.00	.00	.00	31,900.00	.0%
2310580	562280	TELEPHONE	66,000	66,000	5,445.64	157.36	.00	60,554.36	8.3%
2310580	564253	VEHICLE SERVICE	3,500	3,500	1,301.56	.00	.00	2,198.44	37.2%
2310580	564258	GASOLINE	0	0	1,139.70	242.47	.00	-1,139.70	100.0%*
TOTAL LIBRARY OPERATING			1,524,970	1,531,370	1,056,807.74	148,132.99	26,914.38	447,647.88	70.8%
4A580 LIBRARY ALLOCATIONS									
2310580	590910	TRANSFER OUT	1,196,673	1,196,673	1,013,894.20	91,389.42	.00	182,778.80	84.7%
2310580	590920	TELEPHONE ALLOCATIO	29,885	29,885	22,629.00	2,162.43	.00	7,255.56	75.7%
2310580	590922	EMAIL ALLOCATION	20,846	20,846	17,372.00	1,737.20	.00	3,474.40	83.3%
2310580	590925	SECURITY CAMERA ALL	10,596	10,596	8,830.00	883.00	.00	1,766.00	83.3%
2310580	590930	INSURANCE ALLOCATIO	94,988	94,988	79,156.90	7,915.69	.00	15,831.10	83.3%
2310580	590940	MAINTENANCE ALLOCAT	791,000	791,000	659,166.70	65,916.67	.00	131,833.30	83.3%
TOTAL LIBRARY ALLOCATIONS			2,143,988	2,143,988	1,801,048.80	170,004.41	.00	342,939.16	84.0%
TOTAL LIBRARY			-113,285	-396,452	5,489,834.53	487,316.32	26,914.38	-5,913,201.12	-1391.5%
TOTAL LIBRARY SERVICES			-113,285	-396,452	5,489,834.53	487,316.32	26,914.38	-5,913,201.12	-1391.5%
TOTAL REVENUES			-9,695,643	-9,985,210	-1,957,082.67	-257,637.25	.00	-8,028,127.33	
TOTAL EXPENSES			9,582,358	9,588,758	7,446,917.20	744,953.57	26,914.38	2,114,926.21	

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	-113,285	-396,452	5,489,834.53	487,316.32	26,914.38	-5,913,201.12	-1391.5%

** END OF REPORT - Generated by Jennifer Tankersley **

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

ACCOUNTS FOR: 42	DEBT SERVICE CONSTRUCTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
4210242 LIBRARY CONSTRUCTION								
4210242	480000 INTEREST EARNINGS	0	0	-52,064.75	-2,338.64	.00	52,064.75	100.0%
4210242	492000 BONDS PROCEEDS	-740,000	-740,000	.00	.00	.00	-740,000.00	.0%*
4210242	492100 TRANSFER IN	0	0	-3,846,022.37	.00	.00	3,846,022.37	100.0%
	TOTAL UNDEFINED ROLLUP CODE	-740,000	-740,000	-3,898,087.12	-2,338.64	.00	3,158,087.12	526.8%
3C242 CONSTRUCTION DRAW CAPITAL								
4210242	620720 BLDG IMPROVEMENTS	740,000	0	.00	.00	.00	.00	.0%
	TOTAL CONSTRUCTION DRAW CAPITAL	740,000	0	.00	.00	.00	.00	.0%
	TOTAL LIBRARY CONSTRUCTION	0	-740,000	-3,898,087.12	-2,338.64	.00	3,158,087.12	526.8%
	TOTAL DEBT SERVICE CONSTRUCTION	0	-740,000	-3,898,087.12	-2,338.64	.00	3,158,087.12	526.8%
	TOTAL REVENUES	-740,000	-740,000	-3,898,087.12	-2,338.64	.00	3,158,087.12	
	TOTAL EXPENSES	740,000	0	.00	.00	.00	.00	

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	-740,000	-3,898,087.12	-2,338.64	.00	3,158,087.12	526.8%

** END OF REPORT - Generated by Jennifer Tankersley **

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

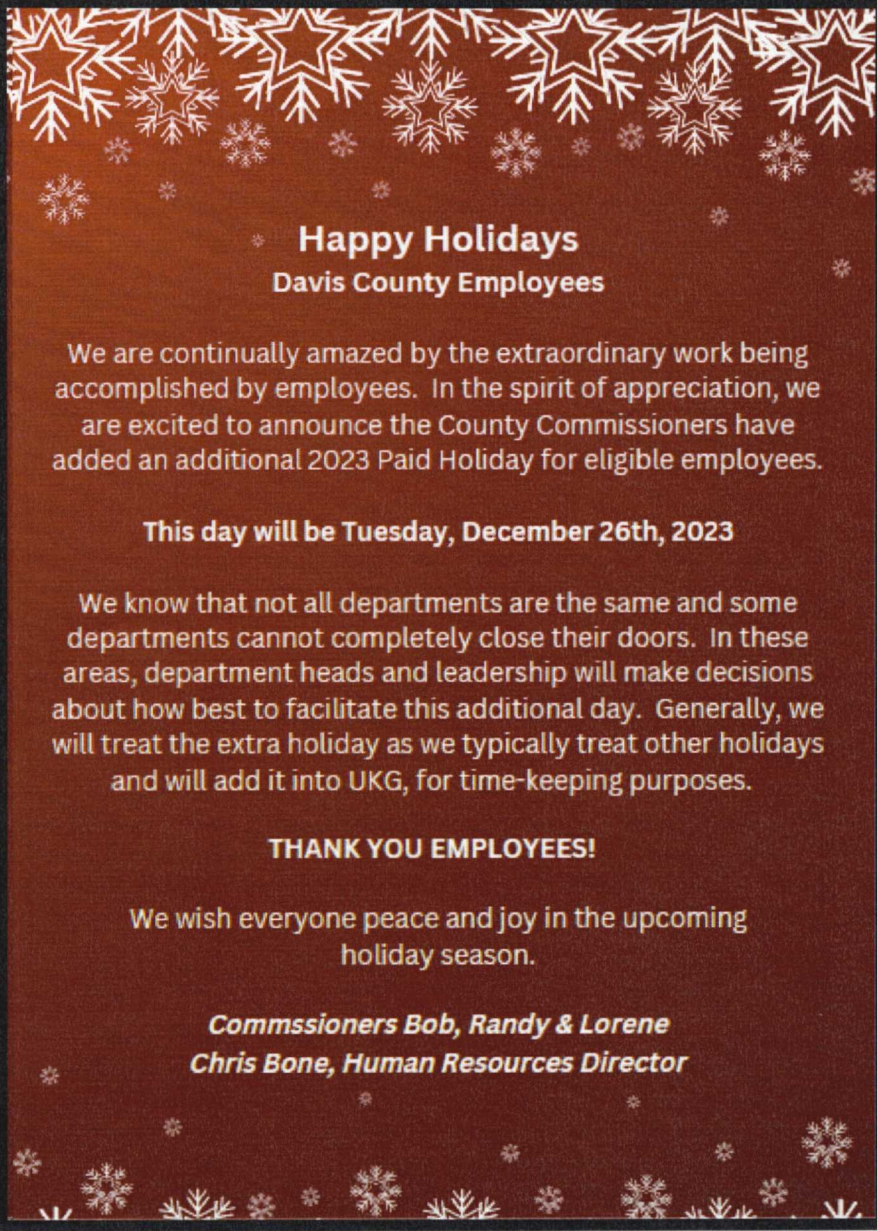
ACCOUNTS FOR: 48	LIBRARY CAPITAL PROJECTS	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
4810950 CAP - LIBRARY								
4810950	480000	INTEREST EARNINGS	-10,000	-10,000	-111,947.88	-9,284.98	.00	101,947.88 1119.5%
4810950	492100	TRANSFER IN	-560,000	-560,000	-483,333.30	-38,333.33	.00	-76,666.70 86.3%*
		TOTAL UNDEFINED ROLLUP CODE	-570,000	-570,000	-595,281.18	-47,618.31	.00	25,281.18 104.4%
20950 CAP - LIBRARY OPERATING								
4810950	560260	BLDG & GRND MAINT	90,000	93,000	19,724.62	6,495.61	12,340.00	60,935.38 34.5%
		TOTAL CAP - LIBRARY OPERATING	90,000	93,000	19,724.62	6,495.61	12,340.00	60,935.38 34.5%
3C950 CAP - LIBRARY CAPITAL								
4810950	620720	BLDG IMPROVEMENTS	0	740,000	105,122.22	.00	119,725.32	515,152.46 30.4%
4810950	640740	CAPITAL EQUIPMENT	0	15,000	.00	.00	6,703.00	8,297.00 44.7%
		TOTAL CAP - LIBRARY CAPITAL	0	755,000	105,122.22	.00	126,428.32	523,449.46 30.7%
		TOTAL CAP - LIBRARY	-480,000	278,000	-470,434.34	-41,122.70	138,768.32	609,666.02 -119.3%
		TOTAL LIBRARY CAPITAL PROJECTS	-480,000	278,000	-470,434.34	-41,122.70	138,768.32	609,666.02 -119.3%
		TOTAL REVENUES	-570,000	-570,000	-595,281.18	-47,618.31	.00	25,281.18
		TOTAL EXPENSES	90,000	848,000	124,846.84	6,495.61	138,768.32	584,384.84

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	-480,000	278,000	-470,434.34	-41,122.70	138,768.32	609,666.02	-119.3%

** END OF REPORT - Generated by Jennifer Tankersley **



Happy Holidays
Davis County Employees

We are continually amazed by the extraordinary work being accomplished by employees. In the spirit of appreciation, we are excited to announce the County Commissioners have added an additional 2023 Paid Holiday for eligible employees.

This day will be Tuesday, December 26th, 2023

We know that not all departments are the same and some departments cannot completely close their doors. In these areas, department heads and leadership will make decisions about how best to facilitate this additional day. Generally, we will treat the extra holiday as we typically treat other holidays and will add it into UKG, for time-keeping purposes.

THANK YOU EMPLOYEES!

We wish everyone peace and joy in the upcoming holiday season.

*Commssioners Bob, Randy & Lorene
Chris Bone, Human Resources Director*



DAVIS COUNTY LIBRARY BOARD

2024 Schedule of Meetings

All meetings will be held at 1:00 p.m. unless otherwise posted during the year.

January 11th, 2024 (Clearfield Branch, 1 N Main St, Clearfield)

February 8th, 2024 (Headquarters, 133 S Main St, Farmington)

March 14th, 2024 (Headquarters, 133 S Main St, Farmington)

April 11th, 2024 (Kaysville Branch, 215 N Fairfield Rd, Kaysville)

May 9th, 2024 (Headquarters, 133 S Main St, Farmington)

June 13th, 2024 (Headquarters, 133 S Main St, Farmington)

August 8th, 2024 (Centerville Branch, 45 S 400 W, Centerville)

September 12th, 2024 (Headquarters, 133 S Main St, Farmington)

October 10th, 2024 (Layton Branch, 155 N Wasatch Dr, Farmington)

November 14th, 2024 (Headquarters, 133 S Main St, Farmington)

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Josh Johnson, Davis County Library Director at 801-451-3030 prior to the meeting.