
WELCOME

PUBLIC COMMENTS

1. 3 minute maximum

ACTION ITEMS

2. Approval of Minutes - August 8th, 2024
3. Ratification of July 2024 Expenditures
4. Approval of a Contract with the Utah State Library for the Annual Library Lender Support Grant
5. Approval of a Memorandum of Agreement With Utah State Library for access to the Overdrive Beehive Library Consortium
6. Approval of an In-Kind Funding Agreement with the Salt Lake Astronomical Society for seven telescope donations

INFORMATION & DISCUSSION ITEMS

7. Quarterly Facilities Update
8. Background Screenings Update
9. Update on Hoopla Use and Expenses
10. 2023 Annual Report

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 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.



Davis County Library Board Meeting
Library Headquarters Staff Conference Room
Farmington, Utah
Thursday, September 12, 2024
Called to Order by Sara Reed at 1:04 PM
Adjourned at 2:07 PM

PRESENT:

Sara Reed, Chair
Samuel Macias, Vice Chair, joined electronically
Mary Lynne Morgan
Ryan Nilsen
Rosalie Taylor
Josh Johnson
Jenny Tankersley

Excused:

Commissioner Lorene Kamalu
Jennifer Somers

GUESTS:

Lynnette Mills, Deputy Director
Matt Goff, Deputy Director
Ellen Peterson, Deputy Director
Lane Rose, Facilities Director

WELCOME

Sara Reed welcomed the Board and called the meeting to order at 1:04 PM.

PUBLIC COMMENTS

1. 3 minute maximum
There were no public comments.

ACTION ITEMS

2. Approval of Minutes - August 8th, 2024

The August 8th, 2024 minutes were presented for review.

Questions arose surrounding item #9 – The Proposed Art Installation at the Clearfield library. Rosalie Taylor asked if she remembered correctly that Clearfield City would pay for removal of the art. Josh said that yes, they would. The understanding is the art would not be tied into the concrete, but placed in front of the building. Rosalie Taylor asked if the removal would be specified in the contract. Josh said that was a detail that would need to be in the contract. Josh asked if Rosalie would like this information added to the August minutes and she responded no. Sara Reed said she was curious about what airplane would be installed. Matt said the choices included an F-35 and an A-10.

Ryan Nilsen moved to approve the minutes of August 8th, 2024. Rosalie Taylor seconded the motion. The motion was unanimously carried.

3. Ratification of July 2024 Expenditures

Josh presented the July 2024 expenditures to the Board. Josh told the Board that the Sundry Revenue line was mainly income from booksales. Ryan Nilsen asked if the booksale revenue was variable. Josh said that yes, it was variable.

Sara Reed asked what the Taxable Incentives line in the budget was. Josh explained that it was the line where the Library paid taxes on gift card incentives given to staff by the county.

Rosalie Taylor moved to approve the July 2024 expenditures. Ryan Nilsen seconded the motion. The motion was unanimously carried.

4. Approval of a Contract with the Utah State Library for the Annual Library Lender Support Grant - \$17,941.51 (receivable)

Ellen explained to the Board that this is an annual grant that is based on the amount of interlibrary loans (ILL) the Library lends out. Since Davis County Library is the largest library near the top of the

alphabetical list, we lend out more interlibrary loans than any other library in the state. Due to this the Grant rose from \$13,428.39 last year to \$17,941.51 this year. This grant is used to help pay for ILL software, postage, and packaging supplies. Josh told the Board that the library no longer charges for interlibrary loans.

Samuel Macias moved to approve the contract. Rosalie Taylor seconded the motion. The motion was unanimously carried.

5. Approval of a Memorandum of Agreement With Utah State Library for access to the Overdrive Beehive Library Consortium - \$102,593.00 (payable)

Ellen explained the Overdrive contract with the State. The amount the library will pay in 2025 will nearly double to \$102,593.00. Davis County Library is the biggest user in the State with nearly a million checkouts from the Consortium in 2023.

Ryan Nilsen asked if the Consortium included all the counties in the state. Ellen said that almost all are members with the exception of Salt Lake County, Salt Lake City, and Murray City.

Mary Lynne Morgan arrived at this time.

Ellen continued to explain that the Library will receive 25 % of the total amount back to spend on Advantage titles. Advantage titles allow Davis County Library patrons to jump the line. The other 75% will be used by the State to purchase items that our patrons will have access to without the Advantage feature.

Josh told the Board that the library is working with the State to make sure that the amount Davis County Library is paying is fair.

Sara Reed asked if the library has visibility to what other libraries are paying. Ellen explained that we can see what each tier pays, but not which libraries belong to which tiers.

Ryan Nilsen asked if the library will need to rearrange the budget next year due to this increase. Josh said yes, that the library will need to increase the budget next year for a variety of reasons. He told the Board there would be further detail about the budget at next month's meeting.

Ryan Nilsen moved to approve the contract. Samuel Macias seconded the motion. The motion was unanimously carried.

6. Approval of an In-Kind Funding Agreement with the Salt Lake Astronomical Society for seven telescope donations - \$2,660.00 (receivable)

Ellen told the Board that this agreement details the Salt Lake Astronomical Society donating another 7 telescopes to the library. The telescopes were received this week and it will take a little time to process them. The library is currently determining if it will allow holds to be placed on these new telescopes. This would allow each branch to have one telescope available for holds and another that would be first come first serve.

Josh mentioned that the Salt Lake Astronomical Society is adding a second person to help with repairs.

Rosalie Taylor asked how many we have all together. Ellen told her the library now has 14 total, one for each branch.

Ryan Nilsen asked if the library records the donation as revenue. Josh does not believe so, it's recorded as a donation.

Rosalie Taylor moved to approve the agreement. Mary Lynne Morgan seconded the motion. The motion was unanimously carried.

INFORMATION & DISCUSSION ITEMS

7. Quarterly Facilities Update

Lane Rose gave the Board the quarterly Facilities update. He explained that the library pays a monthly allocation that covers utilities, contract services, wages for maintenance techs, and overhead.

Lane went over the completed and in-progress projects for this year. Centerville received a new HVAC and water heater, Layton had the grounds around the creek cleaned up which included the

removal of 40 trees, Kaysville received new carpet in the main walkway and auditorium, and Headquarters is currently in the process of having the façade replaced. This project should be wrapped up by the end of November.

Rosalie Taylor mentioned that she noticed that the Bountiful Branch was closed for about an hour a few days prior. Josh explained that there was a sewer backup due to roots in the sewer line. Lane said there will be minimal upgrades at Bountiful during the planning and new construction.

Sam Macias asked who is on the committee for the Bountiful building. Lynnette told the Board that the RFP for the architect has been returned. Lane told the Board that the county wants an architect to make sure the library can program the space; making sure there is enough room for parking, green areas, a book drop, and has a building size needed for the south end of the county.

Josh told the Board that he would update the Board regularly about the Bountiful construction.

Lane continued with his update by sharing with the Board some of next year's projects. These include finishing the Kaysville carpet project, crack and seal in the parking lots at Kaysville and Layton, and replacing light fixtures and laminate countertops at Layton.

The Board thanked Lane for the update. Lane left the meeting.

8. Background Screenings Update

Josh updated the Board on the background screenings. The Library began background screenings for all volunteers and employees in January of 2024 with a budget of \$7,600.00. As of August 31st, 2024 the Library has completed background checks on 17 new staff and 21 volunteers for a total of \$1,307.00.

Mary Lynne Morgan asked about background checks on current employees. Josh explained that the background checks only apply to new staff and volunteers.

9. Update on Hoopla Use and Expenses

Ellen told the Board that the library added Hoopla streaming in 2022. Last December the usage rose dramatically. Part of this was due to advertising and part was due to Hoopla items being added to the catalog making them more discoverable. The library planned on an increase in usage, but not this much.

Because of the large increase, the library has instituted daily spending caps for Hoopla checkouts. Once the cap has been met patrons can no longer checkout on Hoopla until the next day. This alone would not cover the rest of the year, of funds equaling \$31,000.00 were transferred from the fund balance and a different operations line to the Books & Materials line.

Rosalie Taylor said that it was nice to see a new service become so successful.

10. 2023 Annual Report

Josh presented the 2023 Annual Report to Board. He pointed out the new format, which makes the report easier to read. Josh noted that the library reached one million electronic checkouts milestone in 2023.

Adjournment.

Mary Lynne Morgan moved to adjourn. Ryan Nilsen seconded the motion. The motion was unanimously carried.

The Board adjourned at 2:07 PM

NEXT MEETING: October 10th, 2024

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

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	-8,888,538	-8,888,538	-591,313.64	-136,606.30	.00	-8,297,224.69 6.7%*
2310580	410100	TAX INCREASE	0	0	.00	.00	.00	.00%
2310580	411000	REGISTERED PERSONAL	-674,792	-674,792	-314,893.25	-56,287.61	.00	-359,898.86 46.7%*
2310580	420000	PRIOR YEARS TAXES	-100,259	-100,259	-49,398.83	-7,951.03	.00	-50,860.17 49.3%*
2310580	420001	PENALTY/INTEREST	0	0	-19,654.24	-547.28	.00	19,654.24 100.0%
2310580	422101	A&C PENALTY/INTERES	-55,956	-55,956	.00	.00	.00	-55,956.00 .0%*
2310580	452050	PROMOTIONAL SALES	0	0	-1,979.35	-460.14	.00	1,979.35 100.0%
2310580	460000	FINES & FORFEITURES	-50,000	-50,000	-44,978.67	-6,014.99	.00	-5,021.33 90.0%*
2310580	472300	STATE REIMBURSEMENT	-45,000	-45,000	-33,954.00	.00	.00	-11,046.00 75.5%*
2310580	472600	FEDERAL GRANTS	0	0	.00	.00	.00	.00%
2310580	480000	INTEREST EARNINGS	-114,000	-114,000	-126,741.12	-14,232.33	.00	12,741.12 111.2%
2310580	491000	SALE OF FIXED ASSET	0	0	.00	.00	.00	.00%
2310580	492100	TRANSFER IN	0	0	.00	.00	.00	.00%
2310580	492900	USE OF FUND BALANCE	0	0	.00	.00	.00	.00%
2310580	493000	CONTRIBUTION-PRIVAT	0	0	-25.00	-1.00	.00	25.00 100.0%
2310580	493020	ENDOWMENT FOUNDATIO	0	0	.00	.00	.00	.00%
2310580	495100	SUNDRY REVENUE	-5,000	-5,000	-9,531.12	-1,892.09	.00	4,531.12 190.6%
TOTAL UNDEFINED ROLLUP CODE			-9,933,545	-9,933,545	-1,192,469.22	-223,992.77	.00	-8,741,076.22 12.0%
1P580 LIBRARY PAYROLL								
2310580	510110	PAYROLL	4,697,538	4,697,538	2,292,142.35	355,544.61	.00	2,405,395.87 48.8%
2310580	510111	TRAVEL PAY	16,030	16,030	9,248.10	1,233.08	.00	6,781.94 57.7%
2310580	510115	TAXABLE INCENTIVES	0	0	43.49	.00	.00	-43.49 100.0%*
2310580	510116	TEMPORARY WAGES	0	0	.00	.00	.00	.00%
2310580	510117	OVERTIME	1,576	1,576	83.03	.00	.00	1,492.87 5.3%
2310580	520130	BENEFITS	0	0	1,023.22	680.00	.00	-1,023.22 100.0%*
2310580	520131	PAYROLL TAXES	360,879	360,879	180,232.47	25,919.90	.00	180,646.91 49.9%
2310580	520132	WORKERS COMP	5,475	5,475	3,090.02	459.57	.00	2,385.46 56.4%
2310580	520133	INSURANCE	515,504	515,504	302,512.65	50,077.16	.00	212,991.64 58.7%
2310580	520134	RETIREMENT	558,750	558,750	323,804.00	42,912.32	.00	234,945.64 58.0%
2310580	520135	COMMUNICATIONS ALLO	3,420	3,420	2,042.50	263.10	.00	1,377.80 59.7%
2310580	590950	BUDGET ADJUSTMENTS	0	0	.00	.00	.00	.00%
TOTAL LIBRARY PAYROLL			6,159,173	6,159,173	3,114,221.83	477,089.74	.00	3,044,951.42 50.6%
20580 LIBRARY OPERATING								
2310580	530204	PROMOTIONS	0	0	.00	.00	.00	.00%

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR:	ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
23 LIBRARY SERVICES	APPROP	BUDGET				BUDGET	USE/COL
2310580 530225	4,800	4,800	.00	.00	.00	4,800.00	.0%
2310580 530623	45,000	45,000	31,411.11	9,910.02	.00	13,588.89	69.8%
2310580 540208	0	0	.00	.00	.00	.00	.0%
2310580 540210	4,000	4,000	1,484.00	.00	.00	2,516.00	37.1%
2310580 540220	1,000	1,000	.00	.00	.00	1,000.00	.0%
2310580 540250	45,000	45,000	6,806.21	3,547.22	.00	38,193.79	15.1%
2310580 540271	2,500	2,500	.00	.00	.00	2,500.00	.0%
2310580 540272	6,000	6,000	899.46	228.47	.00	5,100.54	15.0%
2310580 540308	0	0	.00	.00	.00	.00	.0%
2310580 540450	3,500	3,500	.00	.00	.00	3,500.00	.0%
2310580 540610	18,000	18,000	4,856.19	177.30	.00	13,143.81	27.0%
2310580 540612	876,000	876,000	510,047.13	67,438.15	19,786.80	346,166.07	60.5%
2310580 540643	112,050	112,050	78,812.37	47.82	2,070.00	31,167.63	72.2%
2310580 540666	7,500	7,500	.00	.00	.00	7,500.00	.0%
2310580 540690	25,000	25,000	653.84	239.95	.00	24,346.16	2.6%
2310580 540691	5,000	5,000	.00	.00	.00	5,000.00	.0%
2310580 542240	40,000	40,000	25,514.19	750.57	.00	14,485.81	63.8%
2310580 542243	17,500	17,500	11,896.67	135.00	.00	5,603.33	68.0%
2310580 545530	0	0	.00	.00	.00	.00	.0%
2310580 545536	0	0	514.51	16.48	.00	-514.51	100.0%*
2310580 548230	0	18,000	18,505.83	.00	.00	-505.83	102.8%*
2310580 548231	4,500	4,500	787.80	186.13	.00	3,712.20	17.5%
2310580 548330	21,000	3,000	2,693.61	.00	.00	306.39	89.8%
2310580 550620	25,000	25,000	.00	.00	.00	25,000.00	.0%
2310580 555265	137,883	130,283	118,873.50	.00	7,585.25	3,824.25	97.1%
2310580 555266	17,780	17,780	7,353.00	.00	.00	10,427.00	41.4%
2310580 555310	32,000	39,600	30,254.64	29,490.64	.00	9,345.36	76.4%
2310580 560252	500	500	.00	.00	.00	500.00	.0%
2310580 560260	28,000	28,000	2,850.00	950.00	.00	25,150.00	10.2%
2310580 560261	0	0	.00	.00	.00	.00	.0%
2310580 562270	0	0	.00	.00	.00	.00	.0%
2310580 562280	4,000	4,000	766.19	63.46	.00	3,233.81	19.2%
2310580 564253	3,500	3,500	74.33	26.65	.00	3,425.67	2.1%
2310580 564258	0	0	1,250.70	151.07	.00	-1,250.70	100.0%*
2310580 570900	0	0	.00	.00	.00	.00	.0%
TOTAL LIBRARY OPERATING	1,487,013	1,487,013	856,305.28	113,358.93	29,442.05	601,265.67	59.6%

3C580 LIBRARY CAPITAL

2310580 600700	CONST IN PROGRESS	0	0	.00	.00	.00	.00	.0%
2310580 620720	BLDG IMPROVEMENTS	0	0	.00	.00	.00	.00	.0%

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR: 23	LIBRARY SERVICES	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
2310580	640740 EQUIPMENT	0	0	.00	.00	.00	.00	.0%
2310580	640743 COMPUTER EQUIPMENT	0	0	.00	.00	.00	.00	.0%
2310580	650745 VEHICLES	0	0	.00	.00	.00	.00	.0%
TOTAL LIBRARY CAPITAL		0	0	.00	.00	.00	.00	.0%
4A150 NON-DEPARTMENTAL ALLOCATIONS								
2310580	590936 WATER ALLOCATION	0	0	.00	.00	.00	.00	.0%
2310580	590937 GAS ALLOCATION	0	0	.00	.00	.00	.00	.0%
2310580	590938 ELECTRICITY ALLOCAT	0	0	.00	.00	.00	.00	.0%
2310580	590939 CONTRACT ALLOCATION	0	0	.00	.00	.00	.00	.0%
TOTAL NON-DEPARTMENTAL ALLOCATION		0	0	.00	.00	.00	.00	.0%
4A580 LIBRARY ALLOCATIONS								
2310580	590900 TRANSFER TO FUND BA	0	0	.00	.00	.00	.00	.0%
2310580	590910 TRANSFER OUT	1,090,847	1,090,847	315,423.00	.00	.00	775,424.00	28.9%
2310580	590920 TELEPHONE ALLOCATIO	27,336	27,336	15,945.93	2,277.99	.00	11,389.95	58.3%
2310580	590922 EMAIL ALLOCATION	19,378	19,378	11,303.81	1,614.83	.00	8,074.15	58.3%
2310580	590925 SECURITY CAMERA ALL	11,504	11,504	6,713.00	959.00	.00	4,791.00	58.4%
2310580	590930 INSURANCE ALLOCATIO	111,943	111,943	65,303.00	9,329.00	.00	46,640.00	58.3%
2310580	590940 MAINTENANCE ALLOCAT	906,130	906,130	528,576.00	75,511.00	.00	377,554.32	58.3%
TOTAL LIBRARY ALLOCATIONS		2,167,138	2,167,138	943,264.74	89,691.82	.00	1,223,873.42	43.5%
TOTAL LIBRARY		-120,221	-120,221	3,721,322.63	456,147.72	29,442.05	-3,870,985.71	-3119.9%
TOTAL LIBRARY SERVICES		-120,221	-120,221	3,721,322.63	456,147.72	29,442.05	-3,870,985.71	-3119.9%
TOTAL REVENUES		-9,933,545	-9,933,545	-1,192,469.22	-223,992.77	.00	-8,741,076.22	
TOTAL EXPENSES		9,813,324	9,813,324	4,913,791.85	680,140.49	29,442.05	4,870,090.51	

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	-120,221	-120,221	3,721,322.63	456,147.72	29,442.05	-3,870,985.71	3119.9%

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

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

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	-141,000	-141,000	-120,113.66	-17,729.01	.00	-20,886.34 85.2%*
4810950	491000	SALE OF FIXED ASSET	0	0	.00	.00	.00	.00%
4810950	492100	TRANSFER IN	-222,500	-222,500	.00	.00	-222,500.00	.0%*
4810950	492900	USE OF FUND BALANCE	0	0	.00	.00	.00	.00%
4810950	495100	SUNDRY REVENUE	0	0	.00	.00	.00	.00%
TOTAL UNDEFINED ROLLUP CODE			-363,500	-363,500	-120,113.66	-17,729.01	.00	-243,386.34 33.0%
1P950 CAP - LIBRARY PAYROLL								
4810950	510150	PAYROLL TRANSFER	0	0	.00	.00	.00	.00%
TOTAL CAP - LIBRARY PAYROLL			0	0	.00	.00	.00	.00%
20950 CAP - LIBRARY OPERATING								
4810950	540690	EQUIPMENT	0	0	.00	.00	.00	.00%
4810950	550621	CONTRACT SERVICES	0	0	.00	.00	.00	.00%
4810950	560260	BLDG & GRND MAINT	42,000	57,000	.00	.00	57,000.00	.00%
4810950	570900	OVER/SHORT	0	0	.00	.00	.00	.00%
TOTAL CAP - LIBRARY OPERATING			42,000	57,000	.00	.00	.00	57,000.00 .00%
3C950 CAP - LIBRARY CAPITAL								
4810950	600701	ARCHITECT	0	0	.00	.00	.00	.00%
4810950	600702	CONSTRUCTION	0	0	.00	.00	.00	.00%
4810950	600703	CONTINGENCY	0	0	.00	.00	.00	.00%
4810950	600704	FFE	0	0	.00	.00	.00	.00%
4810950	620720	BLDG IMPROVEMENTS	710,000	725,000	128,279.28	19,204.26	445,469.44	151,251.28 79.1%
4810950	640740	CAPITAL EQUIPMENT	0	8,297	3,540.00	.00	.00	4,757.00 42.7%
TOTAL CAP - LIBRARY CAPITAL			710,000	733,297	131,819.28	19,204.26	445,469.44	156,008.28 78.7%
4A950 CAP - LIBRARY ALLOCATIONS								
4810950	590900	TRANSFER TO FUND BA	0	0	.00	.00	.00	.00%

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

ACCOUNTS FOR: 48	LIBRARY CAPITAL PROJECTS	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
4810950	590910 TRANSFER OUT	0	0	.00	.00	.00	.00	.0%
	TOTAL CAP - LIBRARY ALLOCATIONS	0	0	.00	.00	.00	.00	.0%
	TOTAL CAP - LIBRARY	388,500	426,797	11,705.62	1,475.25	445,469.44	-30,378.06	107.1%
	TOTAL LIBRARY CAPITAL PROJECTS	388,500	426,797	11,705.62	1,475.25	445,469.44	-30,378.06	107.1%
	TOTAL REVENUES	-363,500	-363,500	-120,113.66	-17,729.01	.00	-243,386.34	
	TOTAL EXPENSES	752,000	790,297	131,819.28	19,204.26	445,469.44	213,008.28	

Davis County YEAR-TO-DATE BUDGET REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	388,500	426,797	11,705.62	1,475.25	445,469.44	-30,378.06	107.1%

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

DAVIS COUNTY REGULAR COMMISSION MEETING

AGENDA ITEM SUMMARY

Agenda Item Type: Agenda Item
Department: Library
Presenter: Ellen Peterson, Deputy Director
Agenda Item: **Approval of a Contract with the Utah State Library for the Annual Library Lender Support Grant**
This is an annual grant through the State Library. It is based on the number of materials we loan to other libraries through our inter-library loan service.

Financial Information:

- Type: Receivable
- Amount: \$17,941.51
- GL Account #: 2310580 472300 and 2310580 542243
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:

- Beginning Date: 07/01/2024
- Ending Date: 06/30/2025

Attachments:

1. USL Library Lender Grant

#793/2024

Proposed Meeting Date: 9/10/2024
Submitted by: Jennifer Tankersley
Document Type: public



STATE OF UTAH CONTRACT

1. **CONTRACTING PARTIES:** This contract is between the following agency of the State of Utah: **Department of Cultural and Community Engagement, Agency Code: 710, State Library Division**, referred to as **STATE**, and Davis County through the Davis County Library System, referred to as **GRANTEE**

Davis County Library System
133 S Main St
PO Box 115
Farmington, Utah
84015

UEI # (required):
 Contact Person: Josh Johnson
 Phone Number: (801) 451-2322
 Email: jjohnson@co.davis.ut.us
 Vendor ID #318081
 Commodity Code # 99999

LEGAL STATUS OF GRANTEE
<input type="checkbox"/> Sole Proprietor
<input type="checkbox"/> Non-Profit Corporation
<input type="checkbox"/> For-Profit Corporation
<input type="checkbox"/> Partnership
<input checked="" type="checkbox"/> Government Agency

2. **GENERAL PURPOSE OF CONTRACT:** To provide for the cooperative sharing of library resources among Utah's publicly supported libraries, in accordance with the provisions of Utah Code Annotated, 1953, as amended, Section 9-7-201 (3), Section 9-7-205 (1) (f) and 9-7-205 (2).
3. **PROCUREMENT:** This contract is entered into as the result of the procurement process on RX# N/A, FY23, Bid # N/A, a pre-approved sole source authorization (from the Division of Purchasing) SS# N/A, or other method: USL Library Lender Support Grant.
4. **CONTRACT PERIOD:** Effective Date: 07/01/2024 Termination Date: 6/30/2025, unless terminated early or extended in accordance with the terms and conditions of this contract. Renewal options, (if any): N/A. **This Contract must be returned to USL with all required GRANTEE signatures by 8/29/2024.** Any exceptions must be arranged in writing via email to **Faye Fischer**, Contracts Analyst for USL at ffischer@utah.gov.
5. **CONTRACT COSTS:** GRANTEE will be paid a maximum of \$17941.51 for costs authorized by this contract. This amount is calculated based on the previous year's (FY24) statistics. Prompt Payment Discount (if any): N/A. Additional information regarding costs: N/A.
6. **ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:**
 Attachment A - Standard Terms & Conditions for Grants
 Attachment B - Scope of Work and Special Provisions
Any conflicts between Attachment A and the other attachments will be resolved in favor of Attachment A.
7. **DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:**
 - a. All other governmental laws, regulations, or actions applicable to the goods and/or services authorized by this contract.
8. Each person signing this Agreement represents and warrants that he/she is duly authorized and has legal capacity to execute and deliver this Agreement and bind the parties hereto. Each signatory represents and warrants to the other that the execution and delivery of the Agreement and the performance of each party's obligations hereunder have been duly authorized, and that the Agreement is a valid and legal agreement binding on the parties and enforceable in accordance with its terms. Further, that Contractor is registered with the Utah Department of Commerce and is in good standing.

The parties sign and cause this contract to be executed. This contract is not fully executed until the State of Utah Approving Authorities have signed this contract.

Contract between USL and Davis County Library System

IN WITNESS WHEREOF, the parties sign and cause this contract to be executed.

GRANTEE

STATE

Director, Manager or Authorized Signatory

Director, State Library Division

Financial Officer

N/A, Grant
Division of Purchasing

Date

Division of Finance

Agency Contact for questions during the contract process.

Rachel Haberman
Agency Contact

801-715-6740
Phone Number

801-715-6767
Fax Number

rhaberman@utah.gov
Email

Contract between USL and Davis County Library System

ATTACHMENT A

STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR GRANTS

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
 - a. "**Contract**" means these terms and conditions, the Contract Signature Page(s), and all other attachments and documents incorporated by reference.
 - b. "**Contract Signature Page(s)**" means the cover page(s) that the State and Grantee sign.
 - c. "**Grantee**" means the individual or entity which is the recipient of grant money from the State. The term "Grantee" includes Grantee's agents, officers, employees, and partners.
 - d. "**Non-Public Information**" means information that is deemed private, protected, controlled, or exempt from disclosure under the Government Records Access and Management Act (GRAMA) or as non-public under other applicable state and federal laws. Non-public information includes those records the State determines are protected after having properly received a written claim of business confidentiality as described in Utah Code § 63G-2-309. The State reserves the right to identify additional information that must be kept non-public under federal and state laws.
 - e. "**State**" means the State of Utah Department, Division, Office, Bureau, Agency, or other state entity identified on the Contract Signature Page(s).
 - f. "**Grant Money**" means money derived from state fees or tax revenues that is owned, held, or administered by the State.
 - g. "**SubGrantees**" means persons or entities under the direct or indirect control or responsibility of the Grantee, including, but not limited to, Grantee's agents, consultants, employees, authorized resellers, or anyone else for whom the Grantee may be liable at any tier, including a person or entity providing or performing this Contract, including the Grantee's manufacturers, distributors, and suppliers.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Grantee and all acts performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements.
4. **REQUIRED ACCOUNTING:** Grantee agrees that it shall provide to State the following accounting for all Grant Money received by the Grantee, at least annually, and no later than 60 days after all of the Grant Money is spent:
 - a. a written description and an itemized report detailing the expenditure of the Grant Money or the intended expenditure of any Grant Money that has not been spent; and
 - b. a final written itemized report when all the Grant Money is spent.
 - c. **NOTE: If the Grantee is a non-profit corporation,** Grantee shall make annual disclosures pursuant to the requirements of Utah Code § 51-2a-201.5.
5. **RECORDS ADMINISTRATION:** Grantee shall maintain or supervise the maintenance of all records, receipts and any other documentation necessary to properly account for payments made by the State to Grantee under this Contract, Grantee's performance of the Contract terms and milestones, and outcomes reported to the State by the Grantee. These records shall be retained by Grantee for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Grantee agrees to allow, at no additional cost, State of Utah and federal auditors, State Entity staff, and/or a party hired by the State access to all records necessary to account for all Grant Money received by Grantee as a result of this contract and to verify that the Grantee's use of the Grant Money is appropriate and has been properly reported.
6. **CONFLICT OF INTEREST:** Grantee represents that none of its officers or employees are officers or employees of the State of Utah, unless disclosure has been made to the State.
7. **INDEPENDENT GRANTEE:** Grantee and SubGrantees, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State.

Contract between USL and Davis County Library System

8. **INDEMNITY:** Both parties to this agreement are governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Contract shall be construed as a waiver by either or both parties of any rights, limits, protections or defenses provided by the Act. Nor shall this Contract be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.
9. **EMPLOYMENT PRACTICES:** Grantee agrees to abide by federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90 which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the work place. Grantee further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Grantee's employees.
10. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, which amendment will be attached to this Contract. Automatic renewals will not apply to this Contract even if listed elsewhere in this Contract.
11. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Grantee, this Contract may be terminated in whole or in part at the sole discretion of the State, if the State reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State's ability to pay under this Contract. A change of available funds as used in this paragraph, includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.
12. **INSURANCE:** Grantee shall at all times during the term of this Contract, without interruption, carry and maintain commercial general liability insurance from an insurance company authorized to do business in the State of Utah. The limits of this insurance will be no less than one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) aggregate. Grantee shall provide proof of the general liability insurance policy and other required insurance policies to the State within thirty (30) days of contract award. Grantee must add the State of Utah as an additional insured with notice of cancellation. Failure to provide proof of insurance, as required, will be deemed a material breach of this Contract. Grantee's failure to maintain this insurance requirement for the term of this Contract will be grounds for immediate termination of this Contract.
13. **WORKERS COMPENSATION INSURANCE:** Grantee shall maintain during the term of this Contract, workers' compensation insurance for all its employees as well as any SubGrantees. Worker's compensation insurance shall cover full liability under the worker's compensation laws of the jurisdiction in which the service is performed at the statutory limits required by said jurisdiction. Grantee acknowledges that within thirty (30) days of contract award, Grantee must submit proof of certificate of insurance that meets the above requirements.
14. **PUBLIC INFORMATION:** Grantee agrees that this Contract and invoices will be public documents and may be available for distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Grantee gives the State express permission to make copies of this Contract, related documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Grantee and expressly approved by the State of Utah Division of Purchasing and General Services, all of which must be in accordance with GRAMA, Grantee also agrees that the Grantee's Proposal to the Solicitation will be a public document, and copies may be given to the public as permitted under GRAMA. The State is not obligated to inform Grantee of any GRAMA requests for disclosure of this Contract, related documents, or invoices.

Contract between USL and Davis County Library System

- a. **Grantee** may designate certain business information as protected under GRAMA pursuant to Utah Code Section 63G-2-305 and 63G-2-309. It is Grantee's sole responsibility to comply with the requirements of GRAMA as it relates to information regarding trade secrets and information that should be protected under business confidentiality.
15. **PAYMENT:** The acceptance by Grantee of final payment, without a written protest filed with the State within ten (10) business days of receipt of final payment, shall release the State from all claims and all liability to the Grantee. The State's payment shall not be deemed an acceptance of the Services and is without prejudice to any and all claims that the State may have against Grantee.
16. **RECAPTURE:** State shall recapture, and Grantee shall repay any Grant Money disbursed to Grantee that is not used by Grantee for the project identified or if the money is used for any illegal purpose.
17. **REVIEWS:** The State reserves the right to perform reviews, and/or comment upon the Grantee's use of the funds set forth in this Contract. Such reviews do not waive the requirement of Grantee to meet all of the terms and conditions of this Contract.
18. **ASSIGNMENT:** Grantee may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State.
19. **NON-PUBLIC INFORMATION:** If non-public Information is disclosed to Grantee, Grantee shall: (i) advise its agents, officers, employees, partners, and SubGrantees of the obligations set forth in this Contract; (ii) keep all Non-public Information strictly confidential; and (iii) not disclose any Non-public Information received by it to any third parties. Grantee will promptly notify the State of any potential or actual misuse or misappropriation of Non-public Information.
- Grantee shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Grantee shall indemnify, hold harmless, and defend the State, including anyone for whom the State is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Grantee or anyone for whom the Grantee is liable.
- Upon termination or expiration of this Contract and upon request by the State, Grantee will return all copies of Non-public Information to the State or certify, in writing, that the Non-public Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.
20. **PUBLICITY:** Grantee shall submit to the State for written approval all advertising and publicity matters relating to this Contract. It is within the State's sole discretion whether to provide approval, which must be done in writing.
21. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** If intellectual property is exchanged in return for the funding set forth in this contract, Grantee will indemnify and hold the State harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State for infringement of a third party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Grantee's liability such limitations of liability will not apply to this section.
22. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State and Grantee each recognizes that each has no right, title, interest, proprietary or otherwise in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing.
23. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
24. **ATTORNEY'S FEES:** In the event of any judicial action to enforce rights under this Contract, the prevailing party shall be entitled its costs and expenses, including reasonable attorney's fees, incurred in connection with such action.

Contract between USL and Davis County Library System

25. **DISPUTE RESOLUTION:** Prior to either party filing a judicial proceeding, the parties agree to participate in the mediation of any dispute. The State, after consultation with the Grantee, may appoint an expert or panel of experts to assist in the resolution of a dispute. If the State appoints such an expert or panel, State and Grantee agree to cooperate in good faith in providing information and documents to the expert or panel in an effort to resolve the dispute.
26. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Grantee's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Grantee or limits the rights of the State must be in writing and attached to this Contract or it is rendered null and void.
27. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default or defect in the Services that has not been cured.
28. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
29. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

(Revision date: 30 March 2016)

ATTACHMENT B
SCOPE OF WORK AND SPECIAL PROVISIONS

This Contract must be returned to USL with all required GRANTEE signatures by 8/16/2024. Any exceptions must be arranged in writing via email to **Faye Fischer**, Contracts Analyst for USL at ffischer@utah.gov.

- I. In fulfilling its responsibilities hereunder, in addition to those responsibilities otherwise specified, GRANTEE shall:
 - a) Provide without charge priority interlibrary loan service to other Utah libraries, supplying original materials on loan, and photocopies, faxes, and electronic transmission of other materials held in its collections.
 - b) Allowed expenses include any incurred by the above responsibilities, including postage, mailing supplies, and interlibrary loan management software.
 - c) Report its interlibrary loan activity monthly using the USL Library Lender Support Report on the Utah State Library Website, ensuring that USL's Library Resources Program receives this report by the fifteenth day of the month immediately following.
 - d) Use grant funds to develop its library resource sharing capacity.
 - e) Complete all spending by 6/30/2025.
 - f) Submit reimbursement requests by 7/5/2025. Funds may be requested for reimbursement by submitting a Request for Reimbursement Funding Transaction found at <https://cce.my.salesforce-sites.com/usl/> with the associated documentation as needed through the grant period.
 - g) Submit requests for reimbursement for allowable expenses only.
 - h) Submit Final Report to USL in the grant portal on or before 7/5/2025.

- II. In fulfilling its responsibilities hereunder, USL shall:
 - a) Receive and tabulate GRANTEE's interlibrary loan statistics on a cumulating monthly basis.
 - b) Provide a Library Lending Grant to GRANTEE in an amount established by the following procedure: Qualified loans from Utah libraries will be totaled for the period. Loans made by the State Library Division will be subtracted. GRANTEE will receive a dollar grant based on its percentage of the remaining total loans. This dollar grant represents a combination of Lender Support and OCLC Support formulas as indicated as follows:
 - 1) Lender Support – percentage of qualified loans X available funds.
 - 2) OCLC Support – Stepped level of support depending on percentage of qualified loans; subject to availability of funds - up to 1% \$3000, 1% to 5% \$5000, 5% to 10% \$7000, 10% and over \$10,000 (if funds are reduced, payments will be reduced proportionately).
 - 3) Those GRANTEES with less than 1% of the total will only receive the OCLC Support tier level of \$3000.

NOTE: Qualified loans shall be limited to materials loaned (or otherwise provided) without charge to Utah libraries not affiliated with for-profit organizations and which provide access to the public and shall include traditional loans of printed and multimedia materials and photocopies or otherwise electronically reproduced materials from the lending library's collection. Loans made from one entity to another within one institution are not Qualified Loans.
 - c) Make payments to GRANTEE as soon as is practicable following the submission of qualified invoices through the grant portal.
 - d) Payments by USL under this Agreement are subject to the appropriation of such funds.

DAVIS COUNTY REGULAR COMMISSION MEETING

AGENDA ITEM SUMMARY

Agenda Item Type: Agenda Item
Department: Library
Presenter: Ellen Peterson, Deputy Director
Agenda Item: Approval of a Memorandum of Agreement With Utah State Library for access to the Overdrive Beehive Library Consortium

Financial Information:

- Type: Payable
- Amount: \$102,593.00
- GL Account #: 2310580 540612
- Davis County Match Required: No
- Additional Financial Information: Twenty five percent of the amount is returned to the Library as a credit to be used to purchase Overdrive materials.

Terms:

- Beginning Date: 01/01/2025
- Ending Date: 12/31/2025

Attachments:

1. USL Memorandum of Agreement

#649/2024

Proposed Meeting Date: 7/23/2024

Submitted by: Jennifer Tankersley

Document Type: public

DAVIS COUNTY REGULAR COMMISSION MEETING

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Attachments:

1. USL Memorandum of Agreement

#649/2024

Proposed Meeting Date: 7/23/2024

Submitted by: Jennifer Tankersley

Document Type: public



USL MEMORANDUM OF AGREEMENT

This Agreement is entered into by the Department of Cultural and Community Engagement, Utah State Library Division, herein referred to as "USL", and **Davis County** through **Davis County Library System**, herein referred to as "LIBRARY."

Davis County Library
133 South Main Street
Farmington, UT 84025

Contact Person: Josh Johnson
Phone Number: 801-451-3050
Email: jjohnson@co.davis.ut.us

PURPOSE OF AGREEMENT:

As a member of the Beehive Library Consortium, administered by the Utah State Library (USL), LIBRARY agrees to contribute a specified dollar amount of LIBRARY'S annual collection budget (the amount spent on print books, monographs, and audio-visual materials) for the purchase of digital content in OverDrive. LIBRARY understands that that dollar amount will be based on LIBRARY'S usage of OverDrive from the previous calendar year up to a maximum fixed percentage based on LIBRARY'S collections budget for that same year.

THEREFORE, the parties agree as follows:

1. **This Agreement must be returned to USL with all required LIBRARY initials and/or signatures by July 31, 2024.** Any exceptions must be arranged in writing via email to Marie Erickson, Library Resources Program Manager for USL at merickson@utah.gov
2. The effective dates of Agreement shall be from January 1, 2025 through December 31, 2025. This term is in line with the fiscal years as follows: County Library System: January 1, 2025 - December 31, 2025 or City Library: July 1, 2025 - June 30, 2026.
3. This Agreement may be terminated with or without cause by either party with 60 days prior written notice. Upon termination of this Agreement, all accounts and payments for services rendered prior to the termination date will be processed according to established financial procedures.
4. This Agreement may only be amended by the mutual written agreement of the parties, which amendment will be attached to this Agreement.
5. USL is subject to the Government Records Access and Management Act, Utah Code § 63G-2-101 et seq. ("GRAMA"). Accordingly, certain records within possession or control, including without limitation, this Agreement, may be subject to public disclosure; and both parties' confidentiality obligations shall be subject in all respects to compliance with GRAMA.
6. In performance of this Agreement both parties shall comply with all applicable federal, state, and local laws, codes, regulations, rules and orders. This Agreement shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Agreement shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.

Agreement #

- 7. Neither party shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to uncontrollable forces the effect of which, by the exercise of reasonable diligence, the nonperforming party could not avoid. The term "uncontrollable forces" shall mean any event that results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the control of the nonperforming party. It includes, but is not limited to, fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, inability to procure permits, licenses, or authorizations from any state, local, or federal agency or person for any of the supplies, materials, accesses, or services required to be provided by either party under this Agreement, strikes, work slowdowns or other labor disturbances, and judicial restraint.
- 8. USL is a governmental entity as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Agreement shall be construed as a waiver by USL of any rights, limits, protections or defenses provided by the Act. Nor shall this Agreement be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Agreement is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.
- 9. Communication between Agreement agencies shall be directed to those individuals appointed by each agency. Any information or other correspondence regarding this Agreement shall be forwarded through the designated contact person. These individuals are as follows:

USL Contact: Marie Erickson, merickson@utah.gov, 801-715-6756
 LIBRARY Contact: Josh Johnson, jjohnson@co.davis.ut.us, 801-451-3050

CONTRIBUTION CAPS OF PARTICIPATING LIBRARIES:

LIBRARY contributions will be calculated based on their circulation statistics for 2023. The amount per circ will be calculated as follows: **(Overall target consortium contribution - USL base contribution)/Total OverDrive circulation for 2023.** (\$800,000-\$150,000/6,120,843) This number will be multiplied by each library's circulation for the previous calendar year to determine the library's annual contribution amount.

There will be a cap on contribution amounts expected of libraries to ensure that contribution amounts do not get unmanageable due to extreme increases in circulation. The caps will be calculated based on a percentage of the library's annual collection expenditures, as reported on their 2023 statistical report.

- Tier 1:** Libraries with 2023 collection expenditures under \$50,000, will contribute a dollar amount based on cost per circ (calculated as described above) up to a **maximum** of 5% of that amount to OverDrive.
- Tier 2:** Libraries with 2023 collection expenditures between \$50,000 and \$99,999 will contribute a dollar amount based on cost per circ (calculated as described above) up to a **maximum** of 10% of that amount to OverDrive.
- Tier 3:** Libraries with 2023 collection expenditures between \$100,000 and \$199,999 will contribute a dollar amount based on cost per circ (calculated as described above) up to a **maximum** of 15% of that amount to OverDrive.
- Tier 4:** Libraries with 2023 collection expenditures at or above \$200,000 will contribute a dollar amount based on cost per circ (calculated as described above) up to a **maximum** of 20% of that amount to OverDrive.

LIBRARY'S collection expenditures in 2023 was: **\$841,624**

LIBRARY'S OverDrive circulation in 2023 was: **966,090**

LIBRARY'S cap percentage contribution is 5% _____ 10% _____ 15% _____ 20% **X**

LIBRARY'S 2025 CONTRIBUTION AMOUNT IS: \$102,593

Libraries with 2023 collection expenditures under \$25,000 ONLY, please indicate an option below:

- LIBRARY would like the USL to cover LIBRARY'S contribution amount **because it is unable to pay it at this time.** LIBRARY understands that in future years, if LIBRARY expenditures exceed \$25,000, LIBRARY will be responsible for paying its own contribution.
- LIBRARY has the resources to cover its contribution without assistance from the USL.

PURCHASING & INVOICING OF PARTICIPATING LIBRARIES:

All libraries will be invoiced by **OverDrive** (not the USL) for their membership contributions at the beginning of the fiscal year. Each library may choose to be invoiced in one of two ways. **Please indicate an option below:**

OPTION 1: LIBRARY chooses one (1) invoice for LIBRARY'S contribution. LIBRARY does not wish to select shared content. All monies will be paid to the consortium account and will be used by the State Library for selecting and purchasing shared content.

*LIBRARY acknowledges that LIBRARY'S contribution will be used by the USL for the shared collection and will be **equally** accessible to ALL patrons.*

OPTION 2: LIBRARY chooses two (2) invoices for LIBRARY'S contribution. LIBRARY chooses to select shared content.

Invoice 1: 75% of LIBRARY'S contribution will be paid to the consortium account and used by the State Library for selecting and purchasing content for the shared collection.

Invoice 2: 25% of LIBRARY'S contribution will be paid to LIBRARY'S Advantage account and will be used by LIBRARY for selecting and purchasing content for the shared collection.

LIBRARY acknowledges that 75% of LIBRARY'S contribution will be used by USL for the shared collection and content will be equally accessible to ALL patrons because they will be "owned" by the consortium and 25% of LIBRARY'S contribution will be used by LIBRARY for the shared collection, but owned by the advantage library.

REQUIRED SUPPORT AND LIBRARY INFORMATION

End user support email or support form URL* library@co.davis.ut.us

*This should be a shared email at your library or a URL to a support form where OverDrive can refer your patrons who contact them about library card or pin number problems.

LIBRARY'S purchasing agents:

Name:

Email:

Ellen Peterson epeterson@co.davis.ut.us

Matt Goff mattg@co.davis.ut.us

Kerry Robb krobb@co.davis.ut.us

LIBRARY's MARC record/ILS integration (Please check one.)



My ILS integrates OverDrive MARC records in the library catalog.



My ILS does not integrate OverDrive MARC records in the library catalog.

Acknowledgements and Agreements of Participating Libraries

- Acknowledges that the minimum contribution will be invoiced by OverDrive to LIBRARY within the first five business days of the effective date of this Memorandum of Agreement, which is the beginning of LIBRARY'S fiscal year.
- Acknowledges that the minimum contribution will be paid to OverDrive by LIBRARY.
- Agrees to share OverDrive, Inc. (OC/OU, MA: by time--one user, MA: by earlier of x time or y checkouts--one user) digital content the library purchases with the Consortium. For more information on lending models: <https://resources.overdrive.com/understanding-lending-models/>
- Acknowledges that LIBRARY must use a patron authentication method such as SIP, SIP2, NCIP, Patron API, or Overdrive's User Login Manager.
- Acknowledges that the above authentication methods may incur additional costs. All such fees shall be at LIBRARY'S own expense and are not included in the contribution amount.
- Agrees to notify the Utah State Library and OverDrive of any changes to the above patron authentication methods, ILS changes, library card number changes, or server updates as soon as possible.
- Agrees to serve as the first point of contact for OverDrive and patron inquiries related to authentication, PINs/Passwords, and blocked/expired cards by providing a local support email or URL to a web form.
- If LIBRARY currently integrates OverDrive MARC records in its ILS, LIBRARY agrees to remove weeded MARC records from LIBRARY'S ILS as needed. Weed lists will be sent as needed if titles are weeded from the shared collection.
- Agrees to follow all policies and guidelines put forth by the Beehive Library Consortium Administrative Committee.
- Agrees to notify the Utah State Library of any contact changes as soon as possible.
- Agrees to require all purchasing agents to take an annual training on OverDrive Marketplace and consortium purchasing guidelines.
- Acknowledges that if LIBRARY withdraws from the Beehive Library Consortium prior to the expiration of the Utah State Library's agreement with OverDrive, all content, products and services that have been purchased with LIBRARY'S monetary and in-kind contributions to the Consortium shall remain with the Consortium. All Advantage Library content will remain with LIBRARY.
- LIBRARY agrees not to purchase pre-order titles unless otherwise authorized by the Administrative Committee.
- LIBRARY agrees to prioritize local holds, especially if the title is not owned by the State Library, over new titles in order to ensure shorter wait times for their own patrons.

Acknowledgements and Agreements of Utah State Library (Consortium Leader)


- Agrees to pay the annual maintenance and platform fee to OverDrive, Inc.
- Agrees to purchase magazine subscription of 5,200+ titles.
- Agrees to dedicate a minimum of \$150,000 towards content for the shared Consortium collection.
- Agrees to cover the contribution amounts of any libraries with an annual collection expenditures amount of **less than \$25,000 if it is needed.**
- Agrees to act as system administrator for the OverDrive platform and project manager for the consortium.
- Agrees to provide training to member libraries as needed.
- Agrees to create and advise committees.
- Agrees to make MARC records available.
- Agrees to send weed lists as needed to member libraries.

Failure of a library to comply with the conditions stated above will result in the removal of the member library from the Beehive Library Consortium.

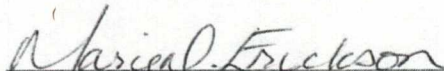
Agreement #

In witness thereof, the parties sign and cause this Agreement to be executed.

UTAH STATE LIBRARY

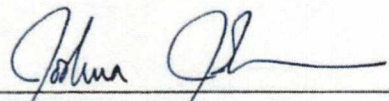

Cara Rothman, Director

8/6/2024
Date


Marie Erickson, Library Resources Program Manager

7/31/2024
Date

DAVIS COUNTY LIBRARY



Josh Johnson, Director

7/26/24
Date


Agreement between USL and Davis County through Davis County Library System

Agenda Item #649/2024

DAVIS COUNTY

By: 
Randy B. Elliott (Jul 23, 2024 11:18 MDT)
Commission Chair
Davis County Board of County Commissioners

Date: 07/23/2024

ATTEST:

Brian McKenzie (Jul 23, 2024 12:12 MDT)
Davis County Clerk
Date: 07/23/2024

DAVIS COUNTY REGULAR COMMISSION MEETING

AGENDA ITEM SUMMARY

Agenda Item Type: Agenda Item
Department: Library
Presenter: Ellen Peterson, Deputy Director
Agenda Item: Approval of an In-Kind Funding Agreement with the Salt Lake Astronomical Society for seven telescope donations

Financial Information:

- Type: Receivable
- Amount: \$2,660.00
- GL Account #: N/A
- Davis County Match Required: No
- Additional Financial Information:
seven modified telescopes for \$380.00 each totaling \$2,660.00.

Terms:

- Beginning Date: 09/10/2024
- Ending Date: N/A

Attachments:

1. Funding Agreement with SLAS

#787/2024

Proposed Meeting Date: 9/10/2024
Submitted by: Jennifer Tankersley
Document Type: public

FUNDING AGREEMENT

This AGREEMENT is between Davis County ("County"), a political subdivision of the State of Utah, and the Salt Lake Astronomical Society ("SLAS"), a nonprofit corporation formed in the state of Utah.

RECITALS

Whereas, SLAS is an organization established by persons interested in astronomy, and has established itself as a reputable organization with close to 10 years of experience maintaining a circulating collection of telescopes in public libraries; and

Whereas, the County operates the Davis County Library System ("County Library") that consists of a Library Headquarters and six branch libraries that provide library services to residents of Davis County; and

Whereas, SLAS has successfully applied for and received a grant from Rocky Mountain Power Foundation for the purpose of purchasing telescopes for Davis County, and has informed the County of its desire to donate 7 modified telescopes and related equipment with a stated value of \$380 each (\$2,660 total) to Davis County to be circulated by the County Library; and

Whereas, SLAS has agreed to keep the telescopes operating in good repair and assist in training staff to understand the use of said equipment; and

Whereas, the County Library has an interest in circulating telescopes in accordance with its circulation and equipment policies.

IT IS HEREBY AGREED UPON AS FOLLOWS:

- SLAS will donate 7 telescopes and related equipment for use by the County Library with the intent that 1 telescope be located at each library within the County Library System, which allows the County Library to locate 2 telescopes at each library location.
- The aforementioned telescopes and related equipment will become property of the Davis County Library and, as such, they will be used, circulated, moved, discarded and/or replaced at the sole discretion of the Davis County Library. In the event the county ends the program, SLAS will have no further responsibility for the maintenance or repair of the telescopes.
- The telescopes will be circulated, replacement parts and equipment purchased, and patrons billed for damages based on County and County Library policies and procedures.
- SLAS will maintain equipment, train staff, and otherwise assist the County Library in keeping the telescopes and related equipment in good repair and working order.
- Telescopes and equipment will be labeled according to standards established by the County Library for library equipment collections, and will include a visible acknowledgment including the logos of both Rocky Mountain Power and SLAS organizations on each of the 7 donated telescopes.

In witness whereof, each party to this Agreement has caused it to be executed on the date indicated below.

DAVIS COUNTY

By:
Chair, Davis County Board of County
Commissioners

Date:

ATTEST:

Brian McKenzie
Davis County Clerk

Date:

SALT LAKE ASTRONOMICAL SOCIETY

By: *Don A. McManis*
President, Salt Lake Astronomical Society

Date: *29 August 2024*

DAVIS COUNTY REGULAR COMMISSION MEETING

AGENDA ITEM SUMMARY

Agenda Item Type: Agenda Item
Department: Facilities
Presenter: Lane Rose, Director
Agenda Item: Quarterly Facilities Update

Attachments:

1. 2024 Facilities Updates & Projects

#89/2024

Proposed Meeting Date: 2/15/2024

Submitted by: Joshua Johnson

Document Type: public



Facilities Management Department

P.O. Box 618 - Farmington Utah 84025
Telephone: (801) 451-3208 - Fax: (801) 451-3383

Administration
Lane Rose
Director

9/12/2024

Tom Vervloet
Assistant Director

2024 Facilities-Library Board Update & Projects

Physical Address:
61 S Main Street, Rm 109
Farmington, UT 84025

The Libraries facilities allocation/budget that is transferred every month to the Facilities Management department throughout the year covers the Libraries projected facilities related expenses. These expenses can be broken out into 4 main categories:

Utilities (Gas, Electric, Water, etc...) This is going to change and be budgeted out of the Library in 2025 so the Facilities Allocation will be lowered

Contract Services (Custodial, Waste, Elevators, Fire & Security, Landscaping, etc...)

Wages (Facilities Department Maintenance Techs wages that directly spend the majority of their time in the Libraries)

Overhead (Portion of expenses that it takes to run a County Facilities department i.e. Admin wages, Trucks, Equipment, Tools, Gas, Tires...)

On top of day to day maintenance, building management and operational needs, below is a list of larger projects funded in this year's budget that Facilities will be involved with or be managing:

Centerville Branch HVAC replacement- The HVAC system replacement was completed in June and has been up and running great

Layton Branch creek clean up- This project was completed in June

Admin/Headquarters Façade replacement- Project in under way with Demo complete, now waiting on material that should show up next week, scheduled to be completed at the end of November

Kaysville Branch Carpet replacement- Project completed August

Bountiful Branch Construction plans- RFP for Design has been released and proposal received, selection committee will meet September 16th

2025 Capital Project- Finish Kaysville carpet replacement, Kaysville parking lot crack seal and re-strip, Layton lighting upgrades and USB outlet charging, Layton parking lot crack seal and re-strip, new countertops for PC's desk on pillars at Layton.

2024 Background Screening Totals

As of 8/31/2024

Background Screenings	Number of screenings	Average Cost per Screening	Total
Applicant Pro (employee screenings)	17	\$37.00	\$629.00
Verified First (volunteer screenings)	21	\$32.29	\$678.00
Total for all background screenings 1/24 - 8/24	38	\$34.39	\$1,307.00



<u>date</u>	<u>total spent</u>
10/2023	\$6,107.77
11/2023	\$5,962.21
12/2023	\$10,641.95
1/2024	\$11,599.43
2/2024	\$10,957.86
3/2024	\$11,375.59
4/2024	\$11,096.98
5/2024	\$11,890.53
6/2024	\$12,073.50
7/2024	\$12,315.98
8/2024	\$12,617.47

Hoopla Circulations Summary Sept 2023 - Sept 2024



<u>start date</u>	<u>Circulations</u>
9/1/2023	3102
10/1/2023	3306
11/1/2023	3452
12/1/2023	5938
1/1/2024	6338
2/1/2024	6016
3/1/2024	6381
4/1/2024	6267
5/1/2024	6614
6/1/2024	6793
7/1/2024	6881
8/1/2024	7028

Davis County Library

hoopla Digital Annual Review

Report Generated:
July 29, 2024

Your hoopla Ranking

Over the past 12 months, your library ranked:

New patrons:

#58 Globally
#55 in the United States
#1 in Utah

Patrons borrowing:

#120 Globally
#113 in the United States
#1 in Utah

Number of borrows:

#208 Globally
#197 in the United States
#1 in Utah

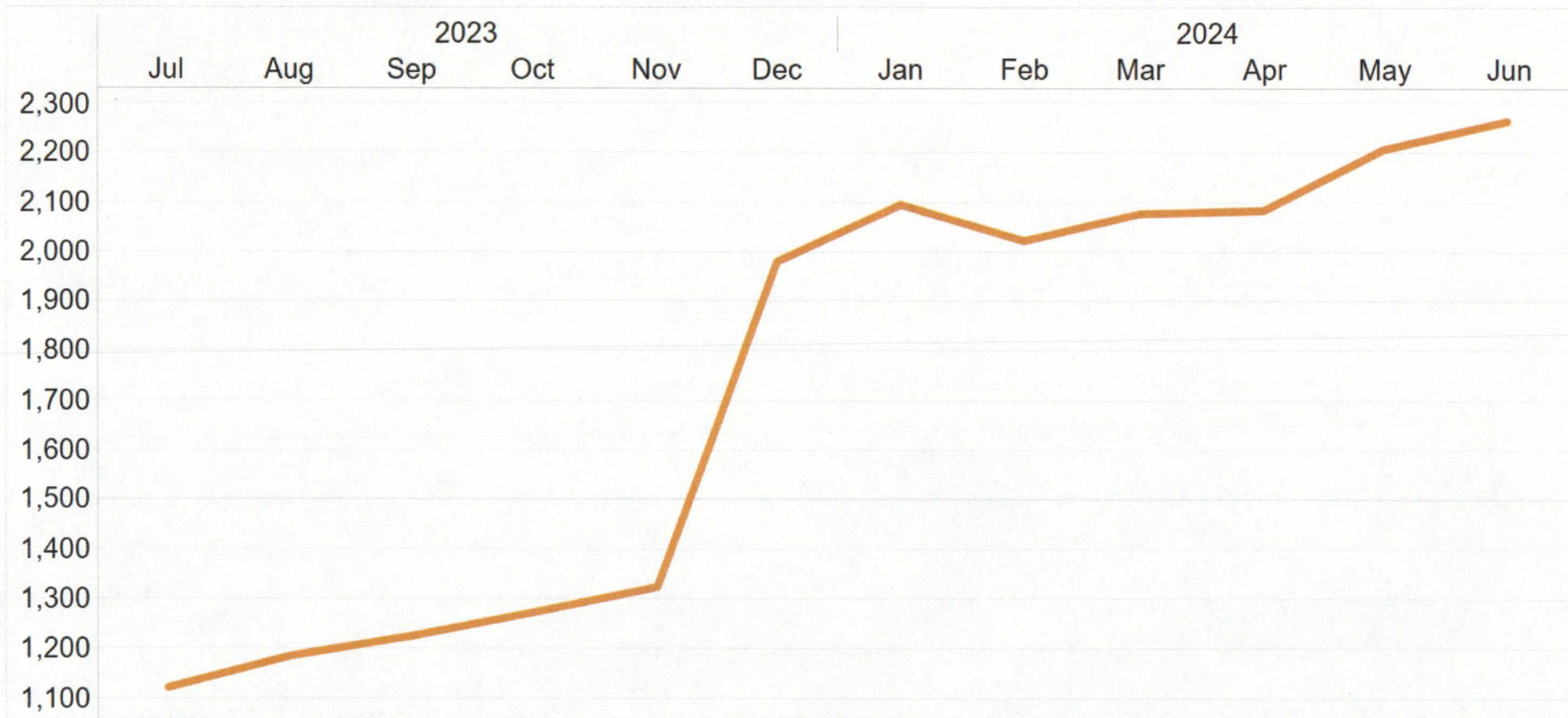
*This ranking includes both Flex and Instant circulations

Instant Snapshot

30,126 Unique Instant Titles Circled Since Launch in 2022

	12 - 24 Months	Last 12 Months	% Change	Since Launch
New Patrons Registered	2,610	5,005	+91.8%	11,767
Unique Instant Patrons Served	3,488	6,485	+85.9%	8,480
Total Instant Spend	\$51,760	\$108,603	+109.8%	\$172,339
Average Instant Circ Price	\$1.73	\$1.80	+3.8%	\$1.77
Average Instant Spend Per Patron	\$14.84	\$16.75	+12.9%	Not Applicable
Total Instant Circulations	29,837	60,295	+102.1%	97,239

Patrons Served - Last 12 Months



Your Library Settings

Instant

Instant Circ Limit: 8

Format	Offered	Max Circ Price
audiobook	Yes	\$1.99
BingePass	Yes	\$3.99
comic	Yes	\$2.99
eBook	Yes	\$2.99
movie	Yes	\$3.99
music	Yes	\$3.99
television	Yes	\$3.99

Flex

As an all-in-one digital solution for public libraries, hoopla has the power to combine all licensing models into one platform. hoopla Flex is our version of one copy/one user licensing, and libraries use it when they are ...

- Frustrated with trying to manage various digital license types
- Tired of long patron holds
- Want a better ROI on one copy/one user content
- Trying to balance demand for new digital book releases while maintaining back catalog breadth and depth

Consortium

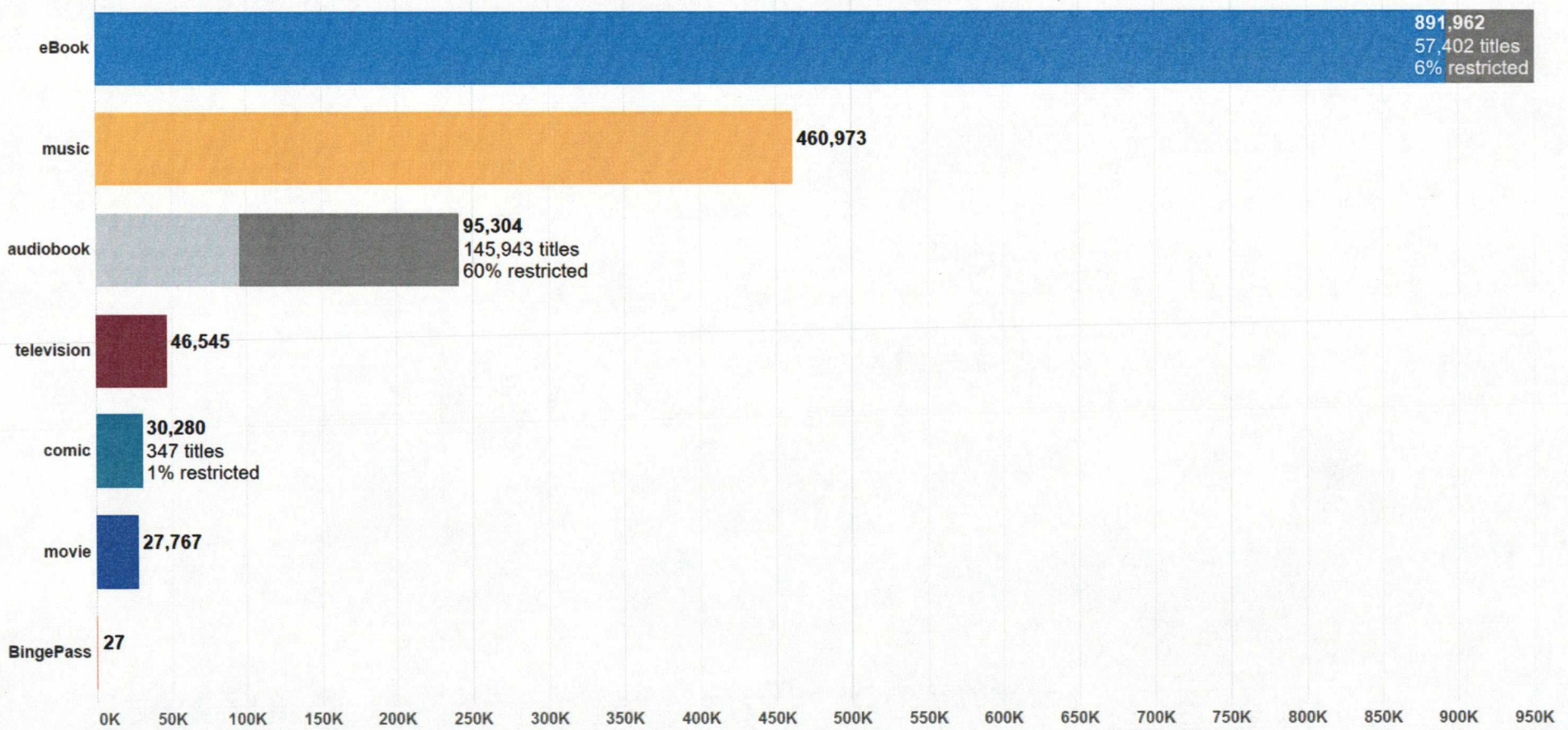
hoopla Digital now provides an enhanced consortium experience.

Consortium Libraries turn to hoopla when...

- Tired of paying a platform fee for just hosting content
- Better insight for member libraries of what is offered by the consortium
- Enhanced offering to provide the best ROI on consortium and member funds
- Best-in-class consortium and member library dashboard where you will find real time patron and content analytics and metrics

Your Library's hoopla Instant Collection

Total hoopla instant collection: 1,756,550
 Content available to your patrons: 1,552,858 (88%)
 Content restricted to your patrons: 203,692 (12%)



Library Restricted Content Overview

Total hoopla Instant Collection: 1,756,550

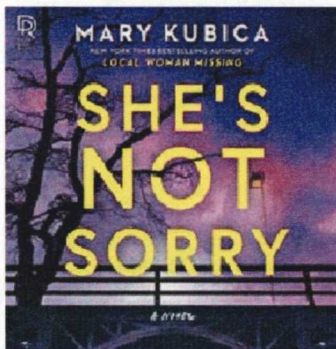
Total Restricted Content: 203,692

Restricted Title Counts: You are currently not providing access to the following content:

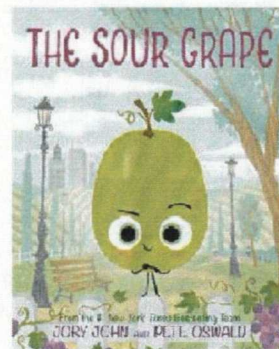
- Adult Content: **194,613**
- Juvenile Content: **9,079**
- DEI Content: **39,981**
- LOTE Content: **10,368**

Top Titles Not being Offered By Category

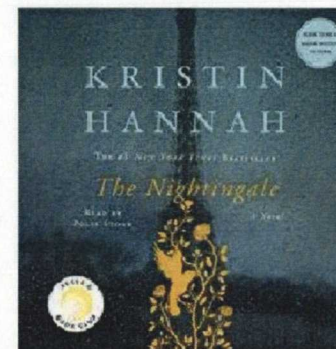
Adult:
Audiobook



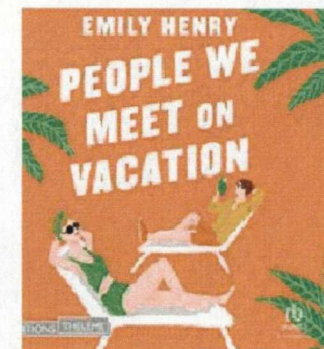
Juvenile:
eBook



DEI:
Audiobook

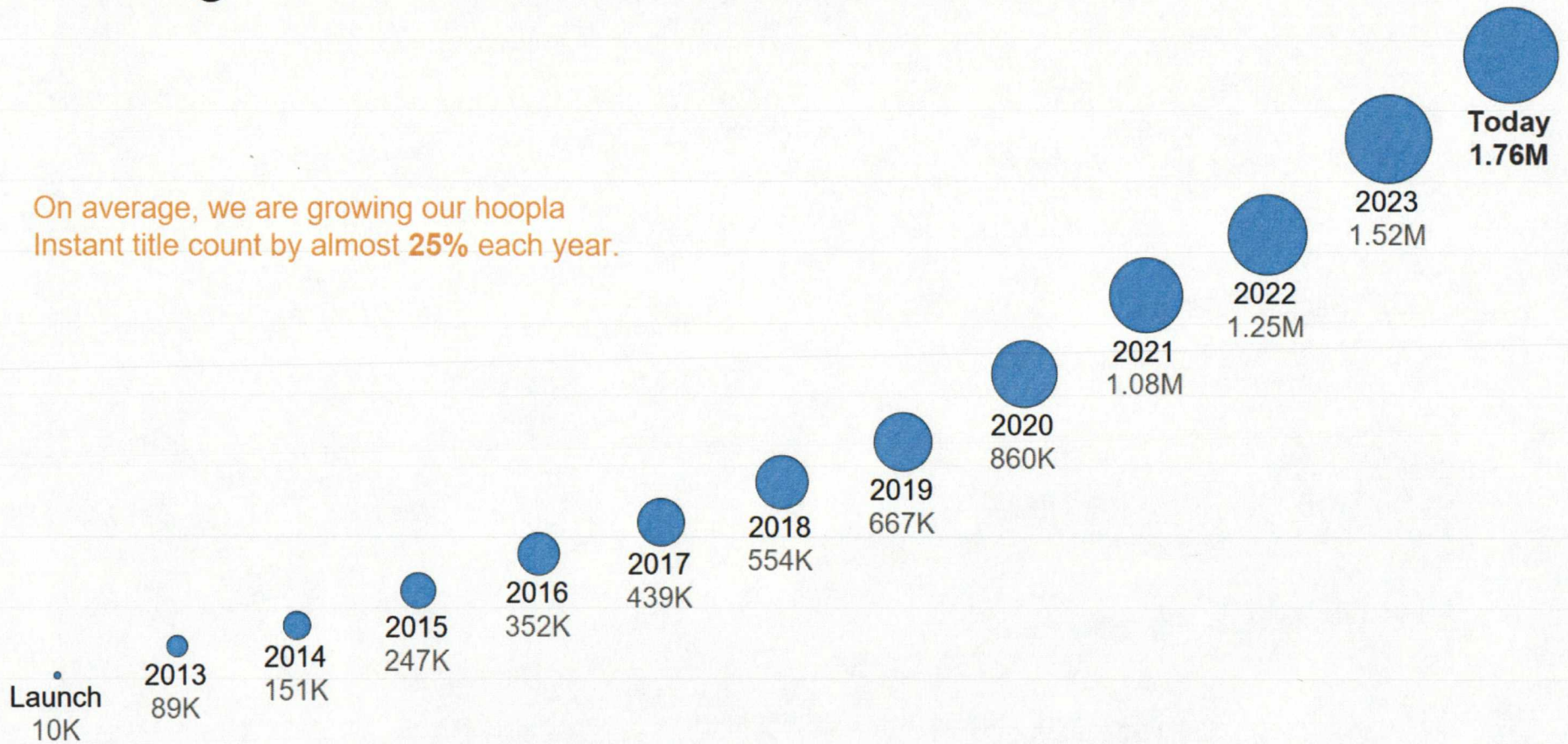


LOTE:
Audiobook



Growing Your Instant Title Collection

On average, we are growing our hoopla Instant title count by almost **25%** each year.



Your BingePass Counts

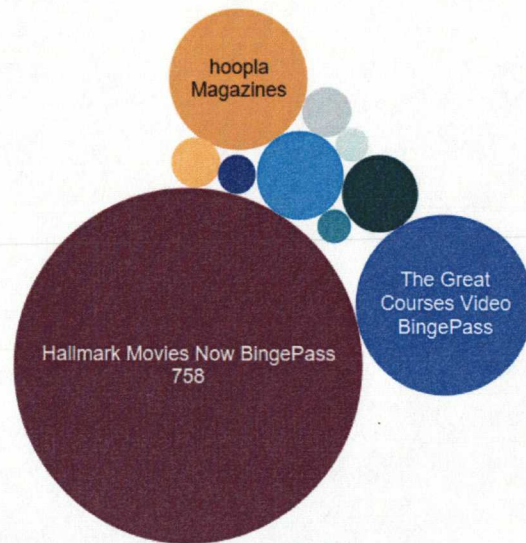
Top BingePasses by Borrows

	Borrows	Circulations	Avg. Cost
Hallmark Movies Now BingePass	758	6,791	\$0.33
The Great Courses Video BingePass	196	1,790	\$0.33
hoopla Magazines BingePass	120	274	\$1.31
Curiosity Stream BingePass	47	n/a	\$2.99
Puzzle Palace BingePass	36	120	\$0.60
Hellosaurus BingePass	15	199	\$0.23
Kids' Books in Action BingePass	15	53	\$0.83
Comics Kingdom BingePass	9	45	\$0.40
Fret Zealot BingePass	9	19	\$1.42
Pinkalicious BingePass	7	26	\$0.81
Total	1,212	9,317	\$0.38

hoopla BingePasses available: 27

All BingePass circulations in last 12 months: 9,424

Average Cost per Circulations: \$0.40



- Comics Kingdom BingePass
- Kids' Books in Action BingePass
- Curiosity Stream BingePass
- Pinkalicious BingePass
- Hallmark Movies Now BingePass
- Puzzle Palace BingePass
- Hellosaurus BingePass
- Read-Along 2 Learn BingePass
- hoopla Magazines BingePass
- The Great Courses Video BingePass

Your API and MARC

Date API Added:
 First API Borrow:
 Most Recent API Borrow:
 All-Time Patrons with multiple API Borrows: 0

ILS Company	ILS System	OPAC	Discovery API	hoopla API enabled	hoopla MARC Formats	MARC Load Profile	API Circs
Innovative Interfaces	Polaris	Vega Lx	-	No	Comics, eAB, eBook, Movie, Music, TV	Top Load (Unique SFTP)	0

2022 Publishing Trends

94% of API borrows on hoopla are for a publishing format

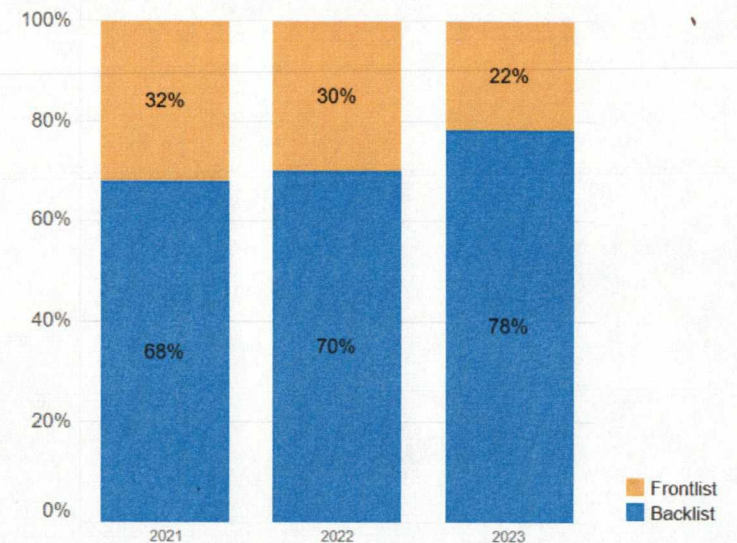
- 57% are eBooks
- 37% are audiobooks

70% of retail sales and 60% of Amazon sales for print are for back catalog titles (source: NPD)

Value of Offering MARC Records

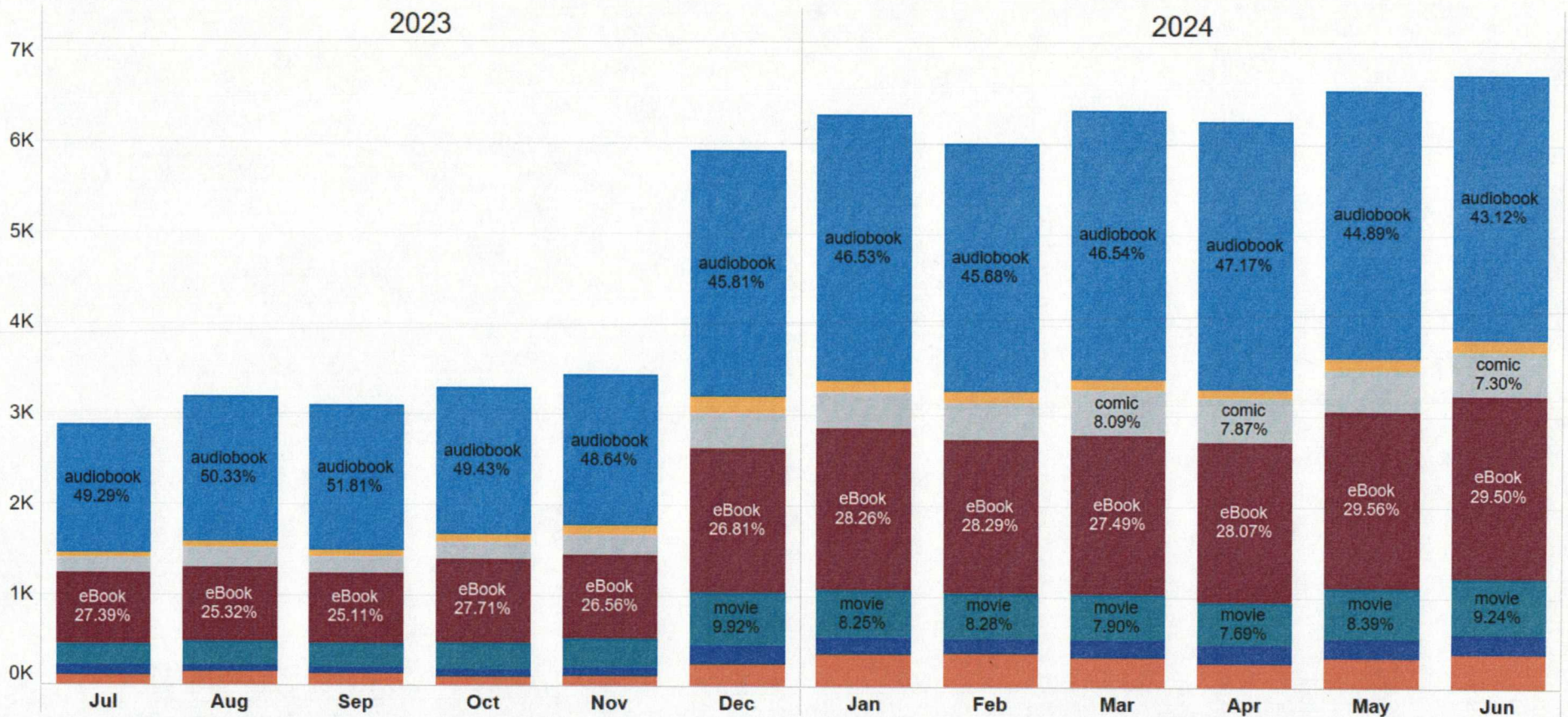
- Brings community awareness of your services and collections
- Retains current library patrons as well as encourages new patron signups
- Eliminates the library purchasing duplicate content

Annual Share Average



Monthly Borrows by Format

- audiobook
- eBook
- television
- BingePass
- movie
- comic
- music



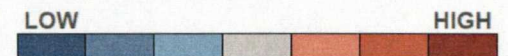
Meeting Patrons Where They Are At



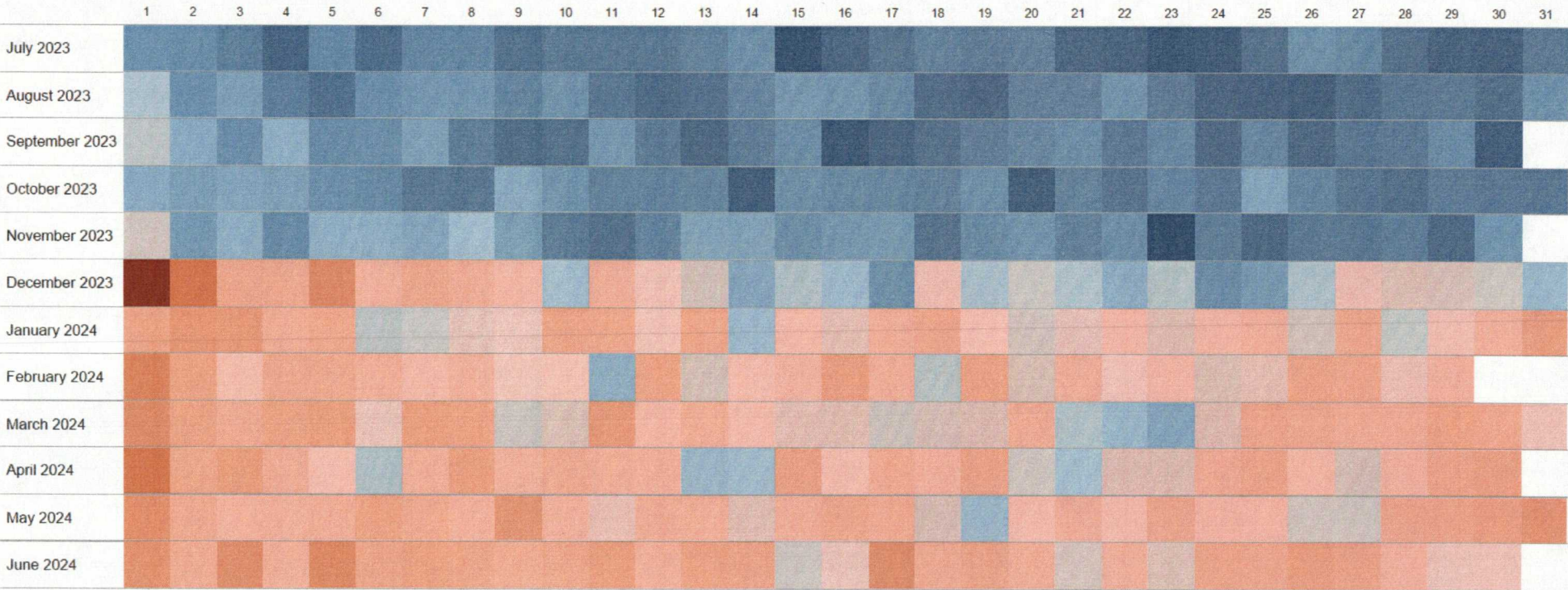
Most popular time to borrow:
8 PM on Monday

Library Hours:

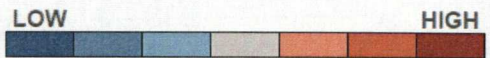
Borrow by days of the week & hour



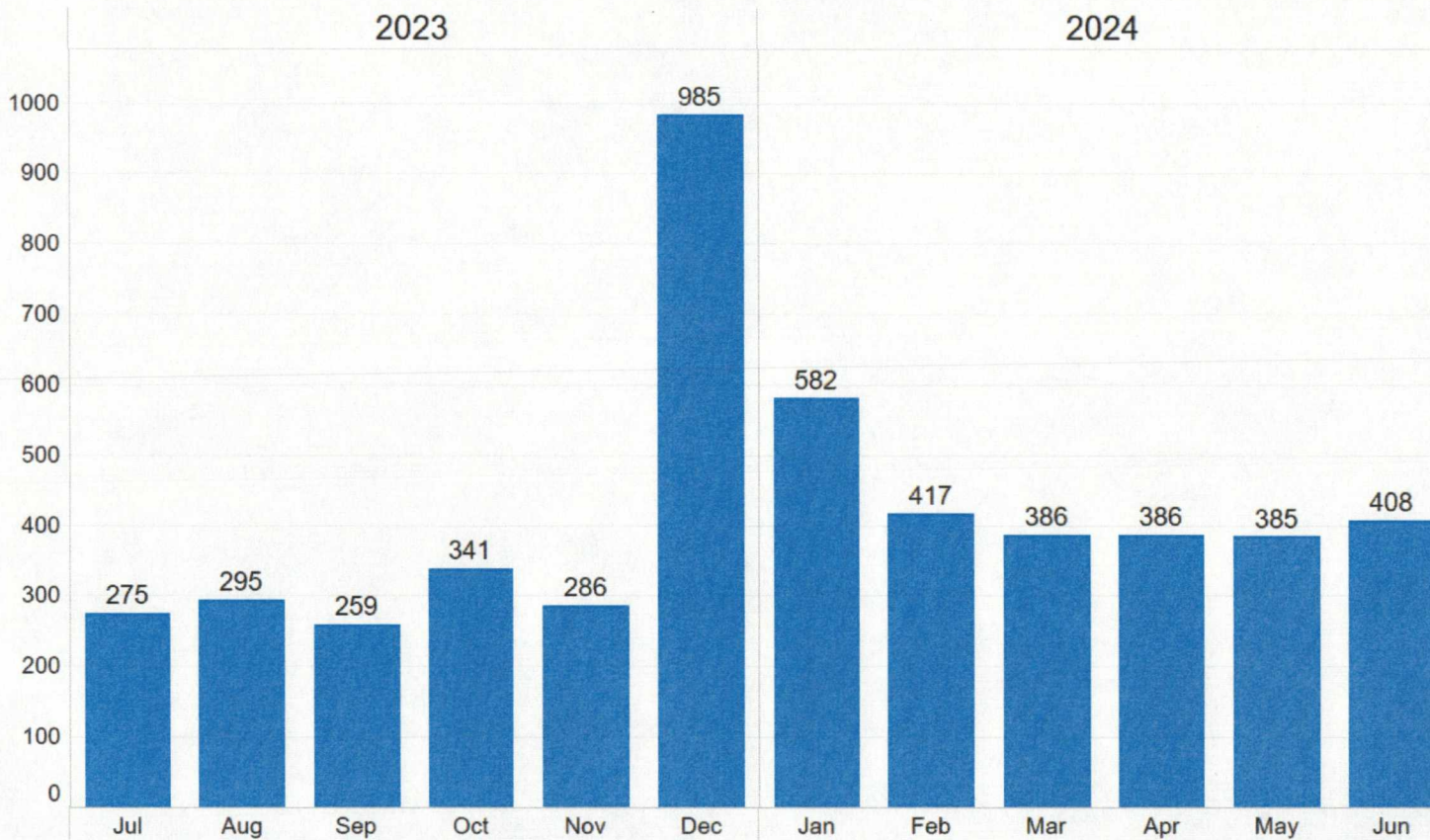
Meeting Patrons Where They Are At



Borrow by month & day



New Patrons Registered Monthly



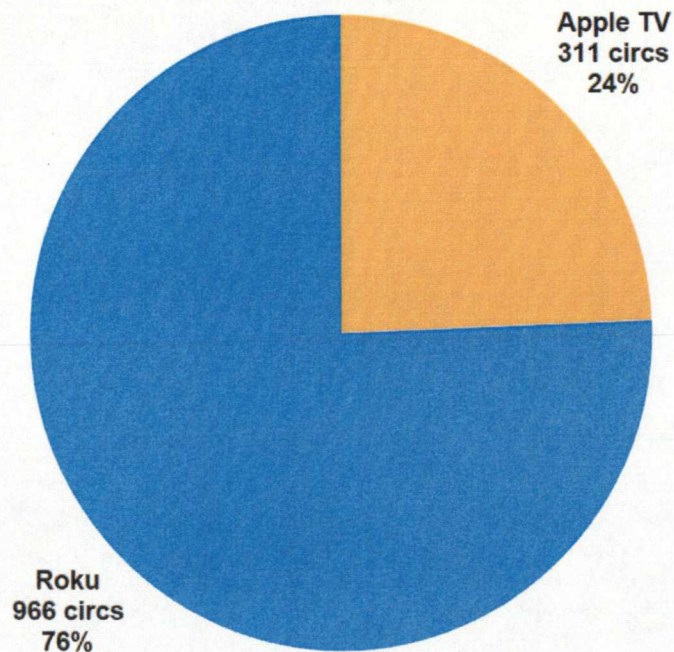
11,767
patrons registered
since launch

5,005
patrons registered in
the last 12 months

Circs by Device



Circs by Streaming Device

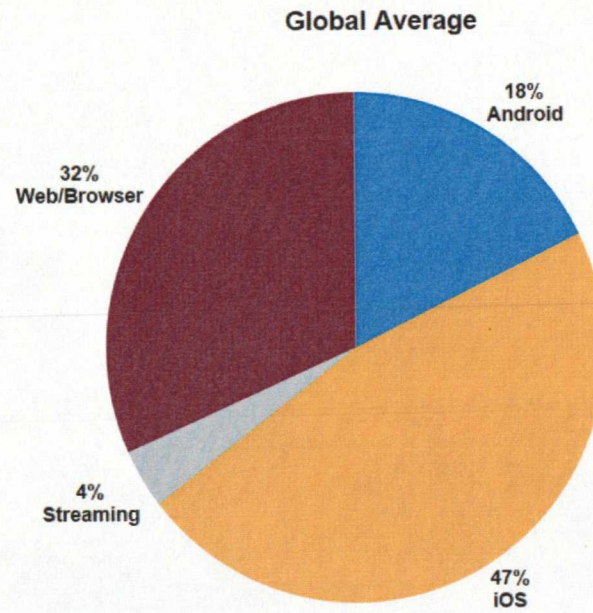
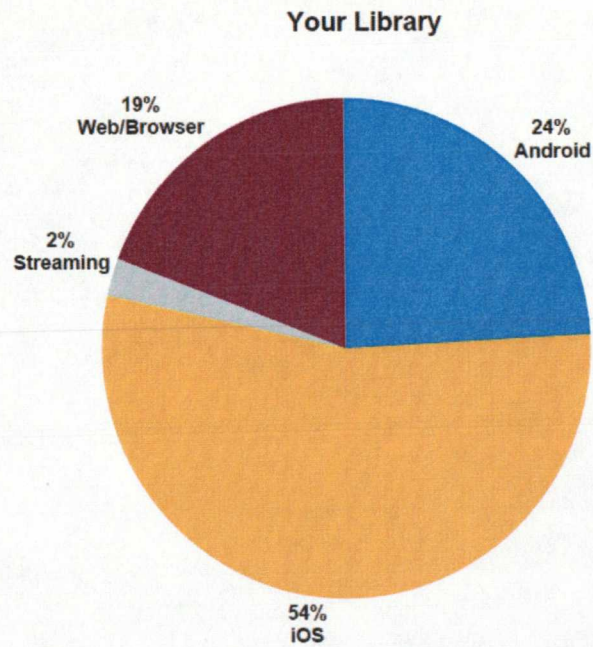


Video circs total: 8,096

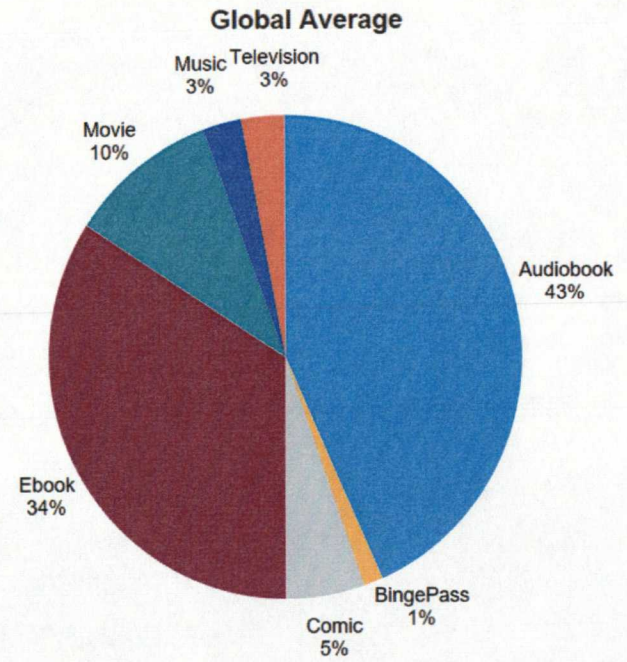
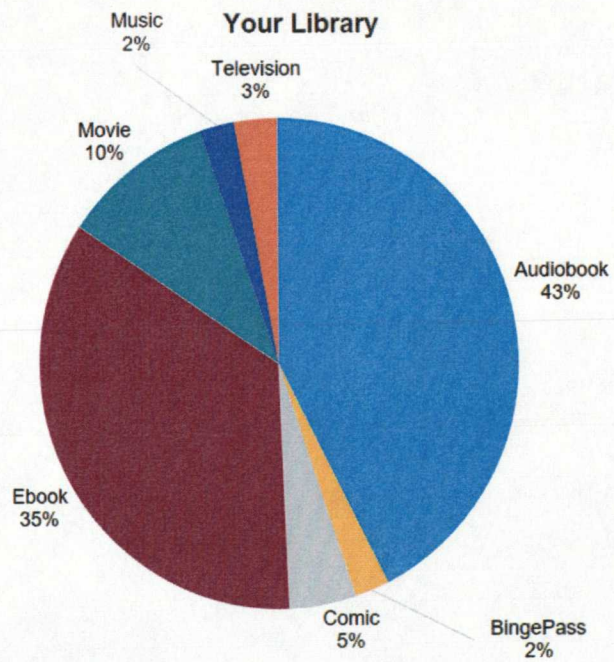
Video circs borrowed via a streaming device: 1,230

Audiobook and music circs borrowed via a streaming device: 47

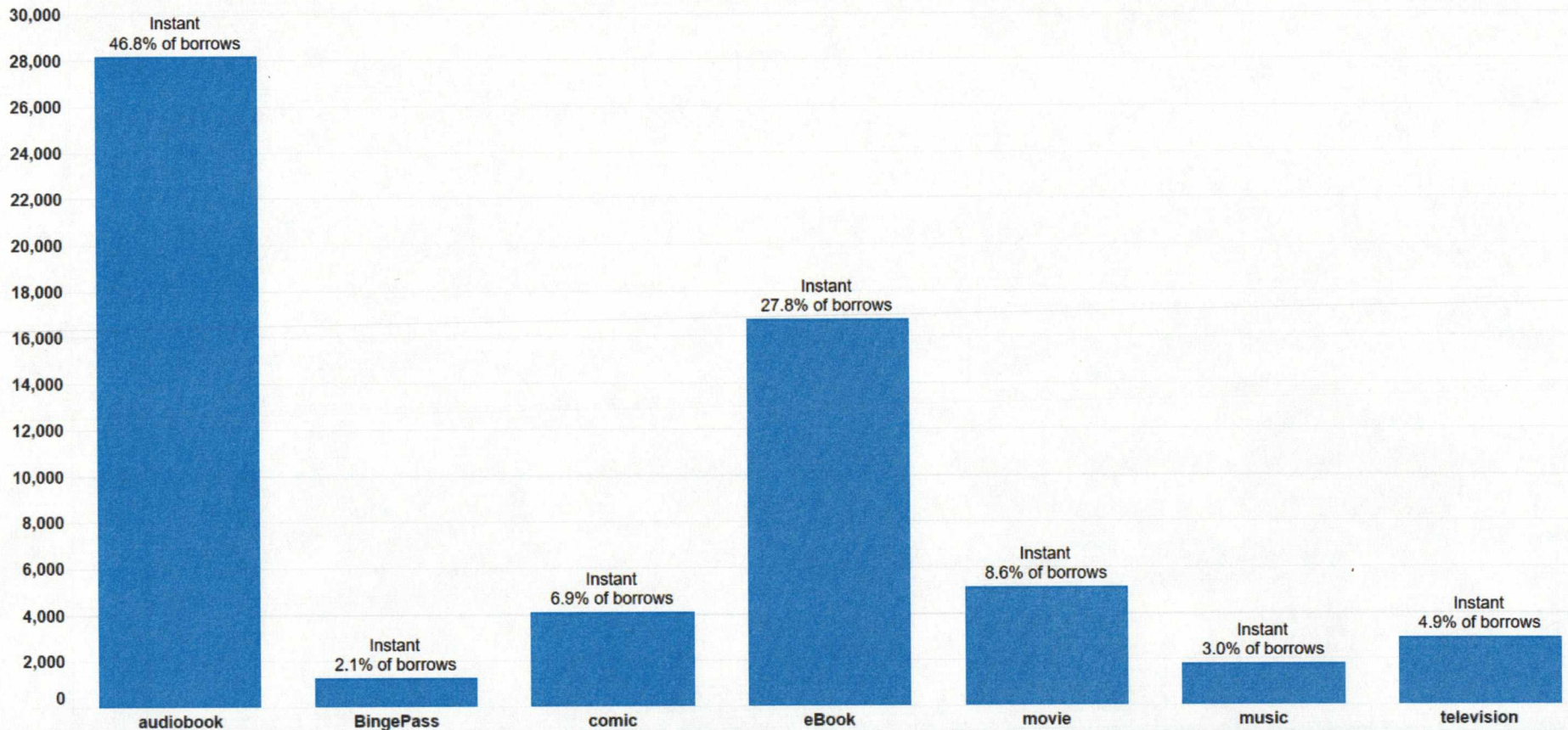
First Borrow by Device



First Borrowed Format by Patron

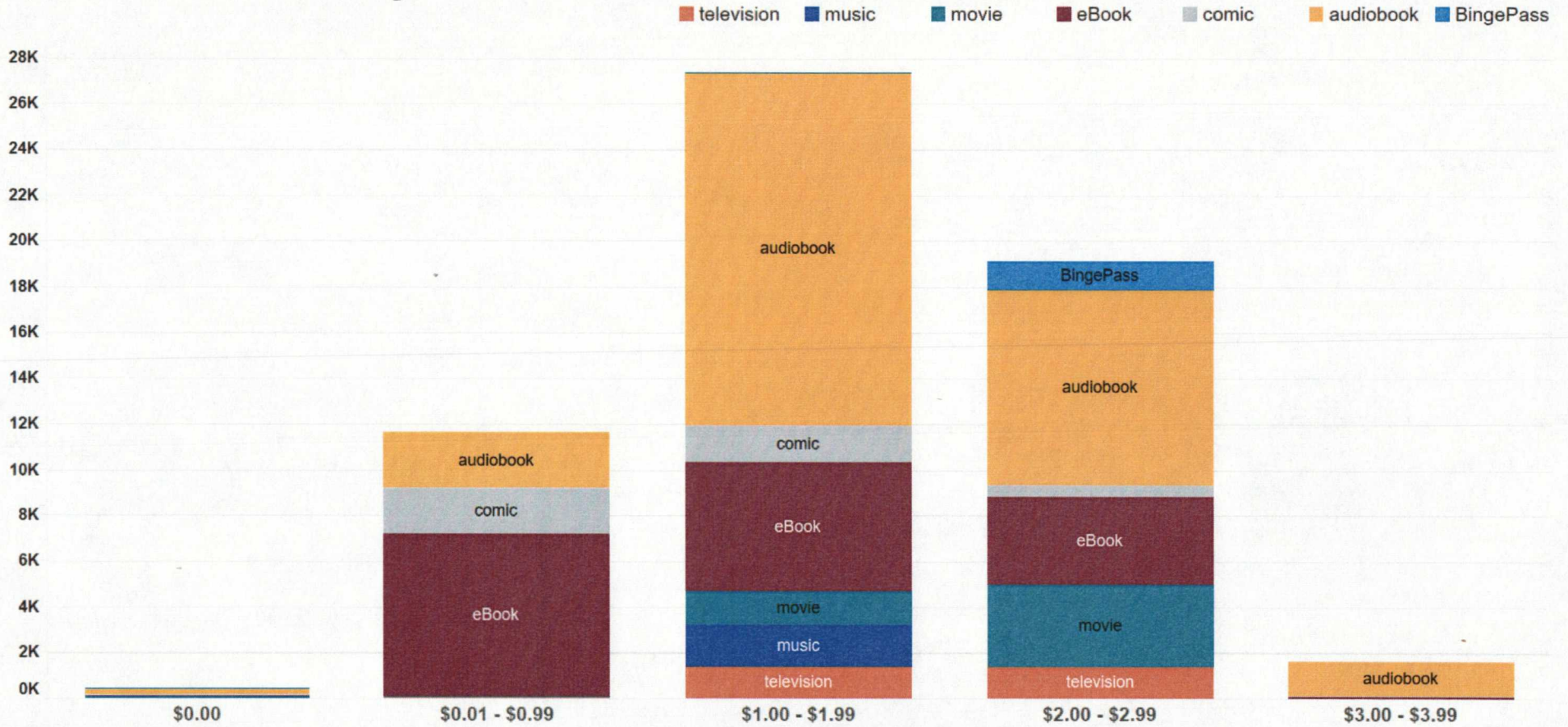


Borrows by Purchase Model and Format



Instant Circs by Price Tier

Library's overall last 12-month average Instant circ price: **\$1.80**



hoopla Instant Diversity

Diversity Category	Diversity Subcategory	# of Titles	# of Circs	# of Patrons
Gender	Women	58,727	2,580	1,282
LGBTQIA+	LGBTQIA+	19,272	233	145
Mental Health	Addiction	1,915	27	19
	Autism	461	5	5
	Bullying	1,707	34	30
	Depression	1,677	42	32
	Eating Disorders	512	29	23
	Mental Health	34,606	867	564
	Suicide	319	3	3
Race	Asian	7,964	86	68
	Black	16,887	104	88
	First Nation	4,034	47	43
	Latinx	8,017	67	52
	Race	9	0	0
Religion	Buddhism	1,607	59	39
	Christianity	86,775	2,186	862
	Hinduism	602	9	7
	Islam	1,863	13	6
	Judaism	5,026	170	145
Socioeconomic	Poverty	1,127	28	27
Total		236,900	6,245	2,380



hoopla Instant World Languages

116 Languages Available

	# of World Language Titles Available	# of Circs	# Unique Titles Circed	# of Unique Patrons
audiobook	24,812	155	70	129
BingePass	1	4	1	4
comic	1,134	2	2	2
eBook	115,108	151	109	108
movie	3,447	228	125	135
music	96,366	17	17	16
television	3,756	247	186	34
Grand Total	244,624	804	510	428

Top 5 Non-English Languages

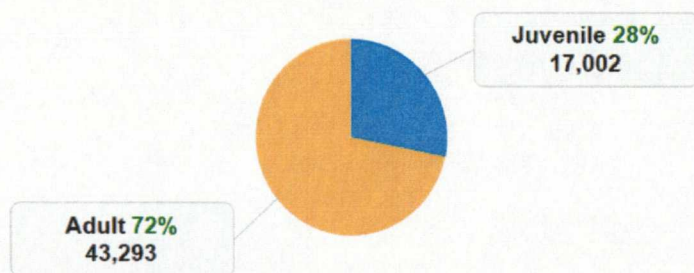


12 month World Language total cost: \$1,327

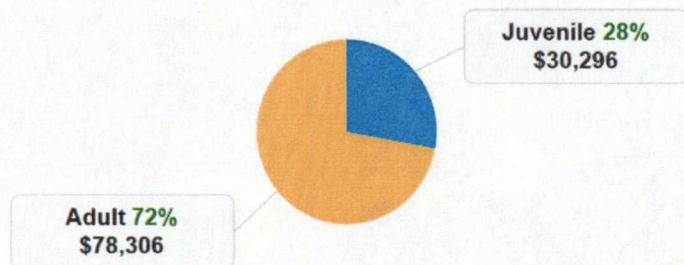
12 month overall average circ price: \$1.65

Juvenile Circs

Juvenile vs Adult Circs



Juvenile vs Adult Spend



331,188 Juvenile titles are available on hoopla Instant!

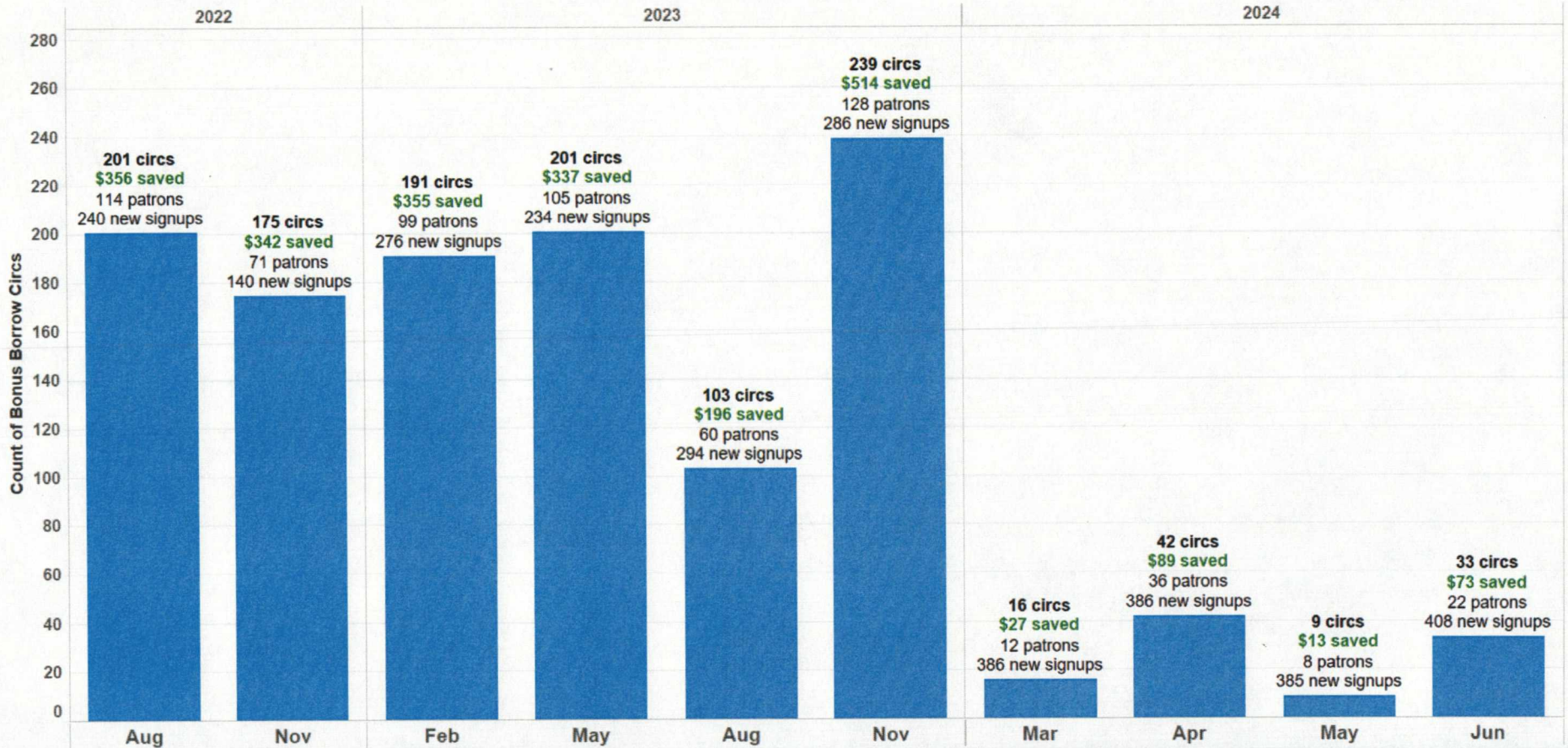
Library's last 12-month average Juvenile Instant circ price: **\$1.78**

	Juvenile Titles Available	Total Juvenile Circs	Unique Juvenile Title Circs
Audiobook	46,811	7,631	1,195
BingePass	19	132	19
Comic	6,462	2,193	584
Ebook	258,796	4,806	2,065
Movie	2,957	1,532	383
Music	9,203	270	118
Television	6,940	438	235

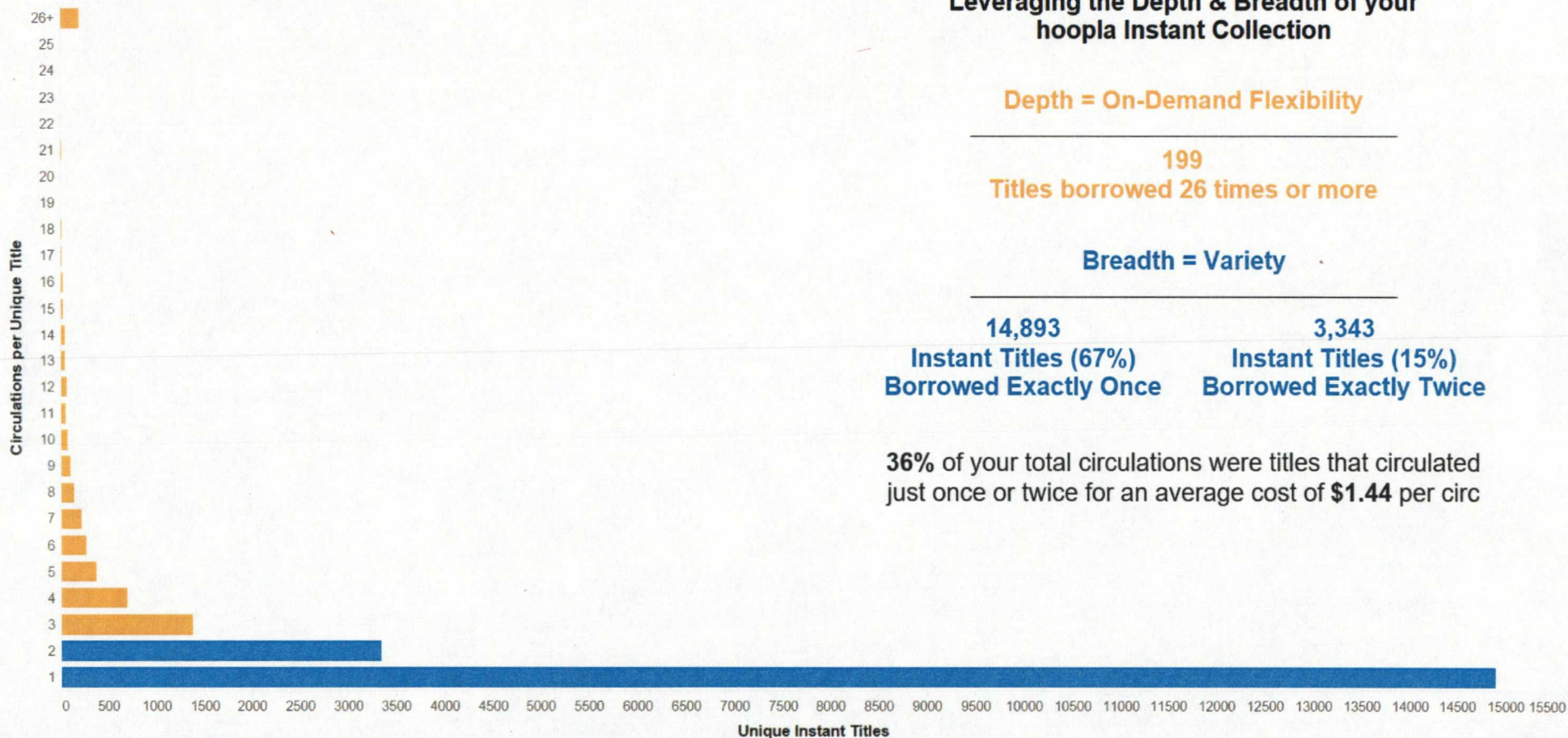
Bonus Borrow Circs

All-Time Bonus Borrow Totals:

1,610 circs
\$3,031 saved



Depth & Breadth



Top 10 Circulating Instant Titles

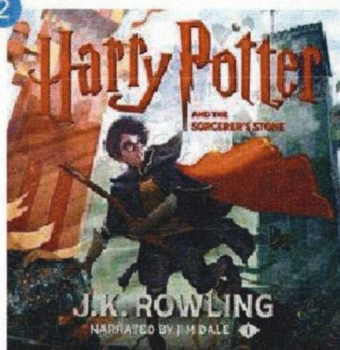
Total Top 10 Title Circs: 5,673
Total Top 10 Titles Cost: \$16,942

1



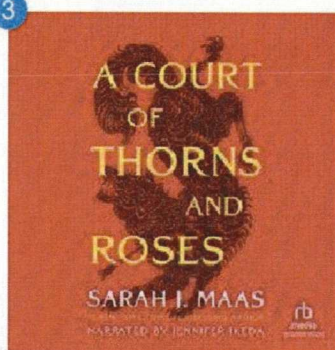
BingePass
Borrows: 758
Total Cost: \$2,266

2



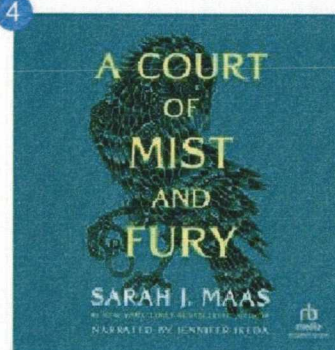
audiobook
Borrows: 746
Total Cost: \$2,231

3



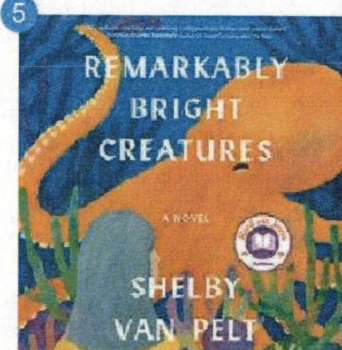
audiobook
Borrows: 701
Total Cost: \$2,026

4



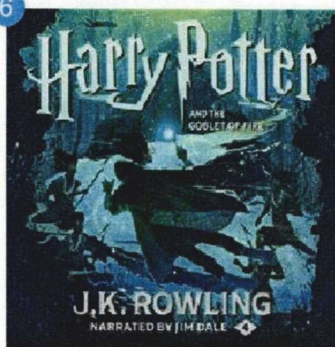
audiobook
Borrows: 546
Total Cost: \$1,660

5



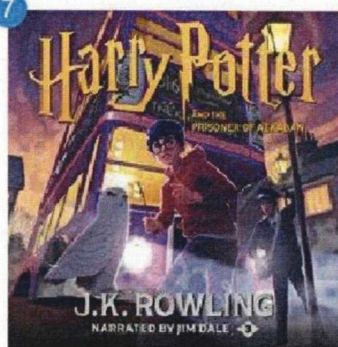
audiobook
Borrows: 545
Total Cost: \$1,630

6



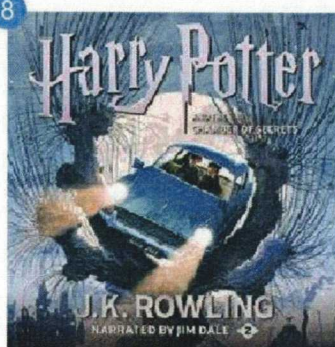
audiobook
Borrows: 536
Total Cost: \$1,603

7



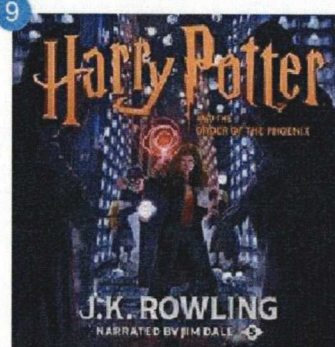
audiobook
Borrows: 468
Total Cost: \$1,399

8



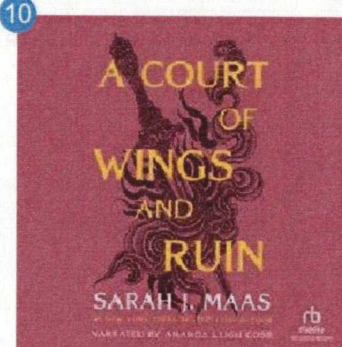
audiobook
Borrows: 462
Total Cost: \$1,381

9



audiobook
Borrows: 459
Total Cost: \$1,372

10



audiobook
Borrows: 452
Total Cost: \$1,374

Fueling Comic & Manga Readers

Comic Book & Manga Collection Size: 30,627

347 Titles not offered: 1% restricted

Comic/Manga Spending Last 12 Months: \$4,848

Circulations Last 12 Months: 4,139

Avg Cost Per Circ: \$1.17

Unique Patrons: 700

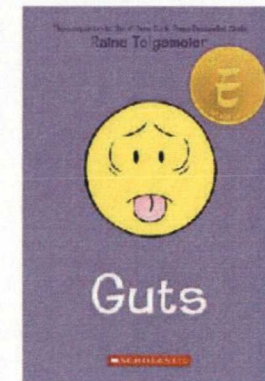
50% of comics patrons borrowed 2 or more titles in the last 12 months

Circulations by Audience

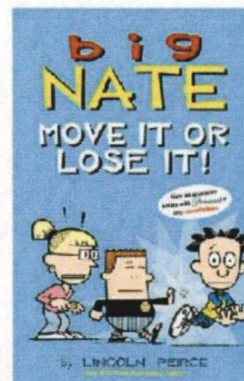
Audience	Circs	% of Circs by Audience
Children	2,202	53%
Young Adult	1,428	35%
Adult	509	12%



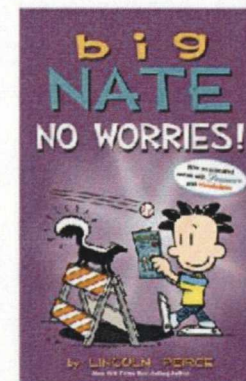
Borrows: 53
\$69



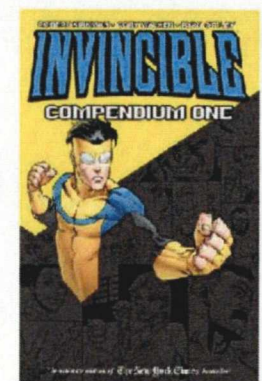
Borrows: 51
\$66



Borrows: 47
\$23



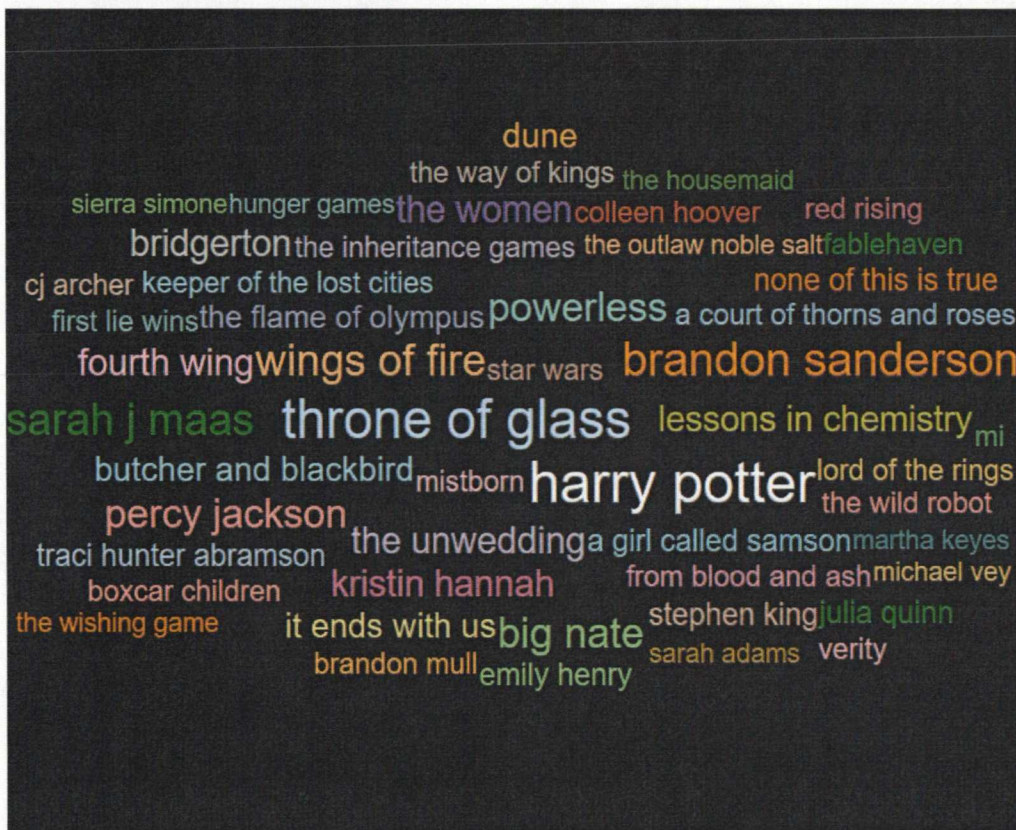
Borrows: 41
\$20



Borrows: 36
\$89

What are Patrons Searching for on hoopla?

Top Library Searches | last 30 Days



Top Retail Titles | last 30 days

Rank	Audiobook	Ebook
1	Atomic Habits (James Clear)	Payback in Death (J. D. Robb)
2	Tom Lake (Ann Patchett)	Holly (Stephen King)
3	None of This Is True (Lisa Jewell)	The Starfish Sisters (Barbara O'Neal)
4	Holly (Stephen King)	Don't Forget to Write (Sara Goodman Confino)
5	Fourth Wing (Rebecca Yarros)	Tom Lake (Ann Patchett)
6	The Four Agreements (don Miguel Ruiz)	Never Lie (Freida McFadden)
7	Lessons in Chemistry (Bonnie Garmus)	The Housemaid (Freida McFadden)
8	The Housemaid (Freida McFadden)	Code Red (Vince Flynn)
9	Outlive (Peter Attia MD)	Things We Left Behind (Knockemout Book 3) (Lucy Score)
10	Demon Copperhead (Barbara Kingsolver)	We'll Always Have Summer (Summer I Turned Pretty Book 3) (Jenny Han)
11	Can't Hurt Me (David Goggins)	The Summer I Turned Pretty (Jenny Han)
12	The Eye of the Bedlam Bride (Matt Dinniman)	The Way I Hate Him (Meghan Quinn)
13	The Covenant of Water (Abraham Verghese)	After That Night (Karin Slaughtert)
14	Harry Potter and the Sorcerer's Stone, Book 1 (J.K. Rowling)	Dead Mountain (Nora Kelly Book 4) (Douglas Preston)
15	The Subtle Art of Not Giving a F*ck (Mark Manson)	The Housemaid's Secret (Freida McFadden)

Delivering Value to Your Community

**\$482K
Saved**

hoopla enabled your patrons to access 22K titles worth \$587K in content value for \$105K

Format	hoopla Total Circs	Unique Titles Circled	hoopla Total Cost	hoopla Cost per Title	Cost to Purchase (per title)	Total Cost to Purchase Titles Circled
comic	4,139	1,925	\$4,848	\$2.52	\$13	\$25,025
eAudiobook	28,195	6,543	\$56,742	\$8.67	\$43	\$281,349
eBook	16,770	8,977	\$23,385	\$2.60	\$24	\$215,448
movie	5,158	1,977	\$12,120	\$6.13	\$16	\$31,632
music	1,825	942	\$2,757	\$2.93	\$10	\$9,420
television	2,938	1,700	\$5,014	\$2.95	\$14	\$23,800

Number of Unique Patrons Blocked Monthly Because of the Circ Limit

Instant Circ Limit: 8

With the Instant circ limit, 1,067 unique patrons were blocked.

Overall, 1,782 unique patrons have been blocked since launch.



Thank you

Account Executive

Jeff Clark
jclark@midwesttapes.com
(800) 875-2785

hoopla Coordinator

Katherine Dunne
kdunne@midwesttapes.com
(800) 875-2785

2023

DAVIS COUNTY LIBRARY ANNUAL REPORT

\$9,863,505 OPERATIONS REVENUES*
 \$9,826,716 LIBRARY FUND REVENUE
 \$36,789 INTERGOVERNMENTAL & GRANT REVENUE

\$7,671,492 OPERATIONS EXPENDITURES*
 \$5,454,685 SALARIES & BENEFITS
 \$841,624 LIBRARY MATERIALS
 \$1,375,183 OTHER EXPENDITURES

\$1,196,673 TRANSFER TO CAPITAL RESERVES*

FUND BALANCE*

\$5,345,915 BEGINNING FUND BALANCE
 \$6,573,606 ENDING FUND BALANCE

*Additional information is available from the 2023 Annual Comprehensive Financial Report (ACFR) at <https://www.daviscountyutah.gov/auditor/audit>

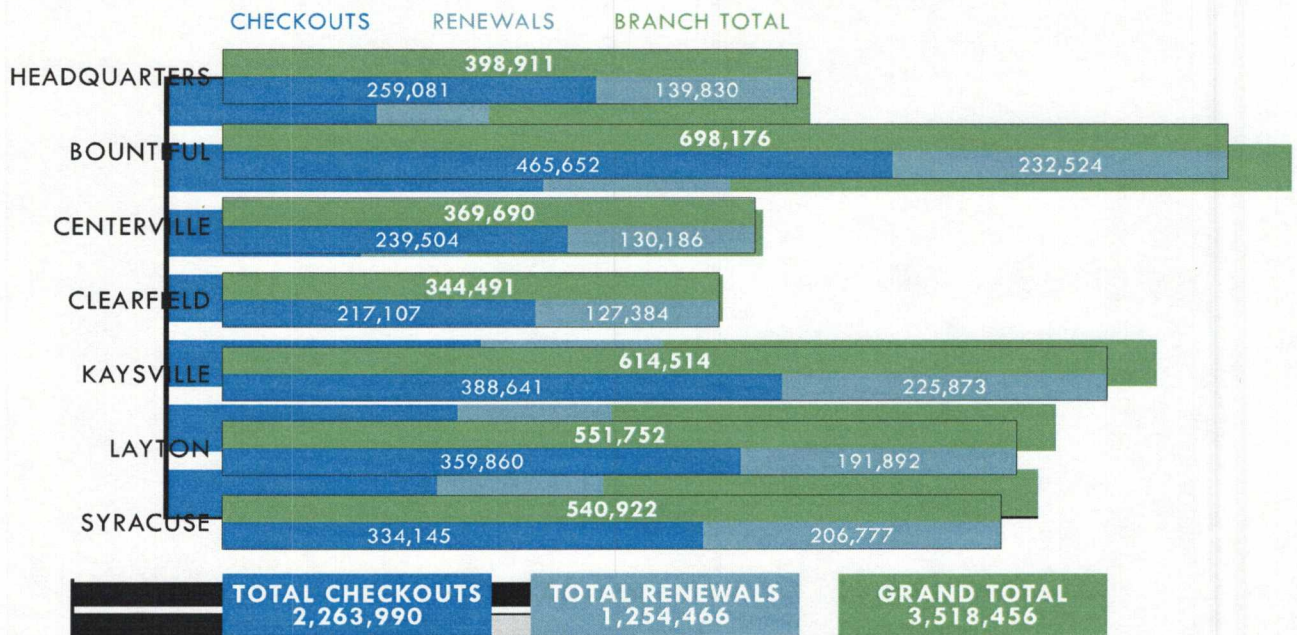
NEW SERVICES

- Community Service Volunteering
- Online Registration
- Spanish Storytime
- Telescope Checkout
- Updated Booklists

SERVICES

- 3D Printing
- Adobe Creative Suite
- Curbside Pickup
- Databases
- Digital Scanning
- Interlibrary Loan
- Meeting Rooms
- One Button Studio
- Photo Copies
- Public Internet
- Self Checkout
- Storytime
- Wi-Fi

CIRCULATION





CARDHOLDERS
134,412

ELECTRONIC COLLECTION



EBOOKS 152,834
EAUDIO 285,932
EMAGAZINE 5,553
VIDEO 6,841
TOTAL ITEMS 451,160
TOTAL CHECKOUTS 1,006,455



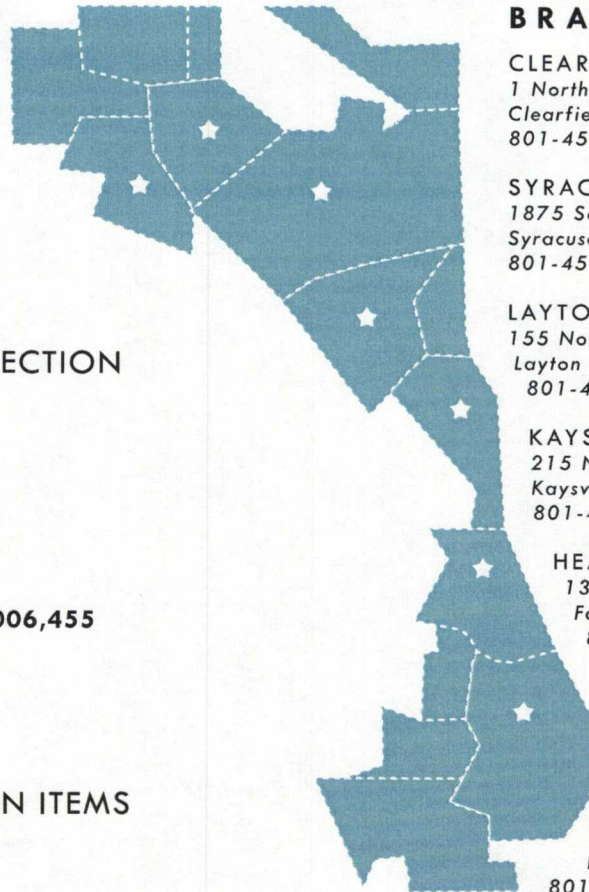
INTERLIBRARY LOAN ITEMS
BORROWED 1,139
LOANED 3,029



PROGRAM ATTENDANCE 79,537
PROGRAMS OFFERED 1,797



WEBSITE VISITS 962,164
PUBLIC COMPUTERS 114
TOTAL COMPUTER USES 88,620



BRANCHES

CLEARFIELD BRANCH
1 North Main Street
Clearfield
801-451-1840

SYRACUSE BRANCH
1875 South 2000 West
Syracuse
801-451-1850

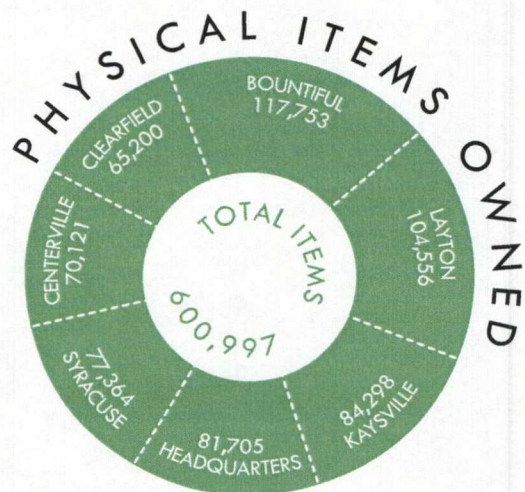
LAYTON BRANCH
155 North Wasatch Drive
Layton
801-451-1820

KAYSVILLE BRANCH
215 North Fairfield Road
Kaysville
801-451-1800

HEADQUARTERS
133 South Main Street
Farmington
801-451-3030

CENTERVILLE BRANCH
45 South 400 West
Centerville
801-451-1775

BOUNTIFUL BRANCH
725 South Main Street
Bountiful
801-451-1760



BOARD OF DIRECTORS

Mary Lynne Morgan, Chair
KAYSVILLE

Scott Jones, Vice-Chair
LAYTON

Samuel Macias
CLINTON

Connie May
LAYTON

Sara Reed
BOUNTIFUL

Jennifer Somers
BOUNTIFUL

Lorene Kamalu
COMMISSIONER

Josh Johnson
DIRECTOR OF LIBRARIES