

Montrose Regional Library District

Financial Statements
with Independent Auditors' Report

December 31, 2019



Montrose Regional Library District

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December 31, 2019

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**HINKLE &
COMPANY**
Strategic PC
Business Advisors

Independent Auditors' Report

Board of Trustees
Montrose Regional Library District
Montrose, Colorado

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Montrose Regional Library District as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Montrose Regional Library District, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Montrose Regional Library District. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our audit and the report of the other auditor, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Montrose Regional Library District as of December 31, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Hick & Company, PC

Greenwood Village, Colorado
September 8, 2020



Management's Discussion and Analysis

As management of Montrose Regional Library District (the District), we offer readers of the financial statements this narrative overview and analysis of the financial activities of the District for the year ended December 31, 2019.

Financial highlights:

- The assets of the District exceeded its liabilities and deferred inflows of resources at the close of its most recent year by \$5,801,884 (net position). Of this amount, \$1,390,531 (unrestricted net position) may be used to meet the District's ongoing obligations to citizens and creditors. At the close of the prior year, the District's net position and unrestricted net position were \$5,863,668 and \$1,139,391, respectively.
- As of the close of the current fiscal year, the District's governmental funds reported an ending fund balance of \$1,446,095, an increase of \$134,424 from the prior year. As of the close of the prior fiscal year, the District's governmental funds reported an ending fund balance of \$1,311,671.
- At the end of the current fiscal year, unassigned fund balance for the general fund was 1,146,095, or 47% of total general fund expenditures. At the end of the prior year, the unassigned fund balance for the general fund was \$1,127,671, or 46% of total general fund expenditures.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business.

The statement of net position presents information on all of the District's assets and liabilities and deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., accounts receivable and payable),

Management's Discussion and Analysis

Both of the government-wide financial statements distinguish functions of the District that are principally supported by general property and specific ownership taxes, operation revenue, contributions, and intergovernmental revenues. The governmental activities of the District include library and supporting services.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The District only has one governmental fund.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the District's near term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long term impact of the District's near term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District adopts an annual budget for all funds. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with the budget.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's budgetary comparisons for the general fund.

Management's Discussion and Analysis

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. In the case of the District, assets exceeded liabilities by \$5,801,884 at the close of the most current fiscal year.

A large portion of the District's net position (80 percent) reflects its investment in capital assets (e.g., buildings, equipment, books). The District uses these capital assets to provide library services; consequently, these assets are not available for future spending.

Basic Financial Statements

Montrose Regional Library District
Statement of Net Position
December 31, 2019

	Primary Government Governmental Activities
Assets	
Cash and Investments	\$ 1,497,576
Property Taxes Receivable	2,261,313
Capital Assets, Not Being Depreciated	464,143
Capital Assets, Net of Accumulated Depreciation	3,947,210
Total Assets	8,170,242
Liabilities	
Accounts Payable	46,971
Accrued Salaries & Related Expenses	4,510
Compensated Absences	55,564
Total Liabilities	107,045
Deferred Inflows of Resources	
Property Taxes	2,261,313
Total Deferred Inflows of Resources	2,261,313
Net Position	
Net Investment in Capital Assets	4,411,353
Restricted	74,000
Unrestricted	1,316,531
Total Net Position	\$ 5,801,884

Montrose Regional Library District
Statement of Activities
For the Year Ended December 31, 2019

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue
		Charges for Services	Operating Grant and Contributions	and Change in Net Position Governmental Activities
Primary Government				
<i>Governmental Activities</i>				
Library Services	\$ 2,643,772	\$ 115,832	\$ 87,053	\$ (2,440,887)
Total Primary Government	<u>\$ 2,643,772</u>	<u>\$ 115,832</u>	<u>\$ 87,053</u>	<u>\$ (2,440,887)</u>
General Revenues				
				2,343,588
				35,486
				<u>29</u>
				<u>2,379,103</u>
				(61,784)
				<u>5,863,668</u>
				<u>\$ 5,801,884</u>

Montrose Regional Library District
 Balance Sheet
 Governmental Funds
 December 31, 2019

	General
Assets	
Cash and Investments	\$ 1,497,576
Property Taxes Receivable	2,261,313
Total Assets	3,758,889
Liabilities	
Accounts Payable	46,971
Accrued Payroll and Related Expenses	4,510
Total Liabilities	51,481
Deferred Inflows of Resources	
Property Taxes	2,261,313
Fund Balance	
Restricted for:	
Emergencies	74,000
Unrestricted, Unassigned	1,372,095
Total Fund Balance	1,446,095
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 3,758,889
 Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:	
Total Fund Balance of Governmental Funds	\$ 1,446,095
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds.	4,411,353
Long-term liabilities and related items are not due and payable in the current year and, therefore, are not reported in governmental funds.	
Accrued compensated absences	(55,564)
Total Net Position of Governmental Activities	\$ 5,801,884

Montrose Regional Library District
Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds
For the Year Ended December 31, 2019

	General
Revenues	
Property & Specific Ownership Taxes	\$ 2,343,588
Special Projects/Grants	78,742
Fines & Fees	27,296
Contributions	8,311
Investment Income	35,486
Rent	88,536
Miscellaneous	29
Total Revenues	2,581,988
Expenditures	
Current	
Personnel	1,436,847
Operating Expenses	351,773
Fees	59,435
Processing	84,616
Library Materials	241,876
Projects and Programs	106,361
Equipment	124,771
Capital Outlay	41,885
Total Expenditures	2,447,564
Net Change in Fund Balance	134,424
Fund Balance, Beginning of year	1,311,671
Fund Balance, End of year	\$ 1,446,095
Amounts Reported for Governmental Activities in the Statement of Activities are Different Because:	
Net Change in Fund Balance of Governmental Funds	\$ 134,424
Capital outlays to purchase or construct capital assets are reported in governmental funds as expenditures. However, for governmental activities those costs are capitalized in the statement of net position and are allocated over their estimated useful lives as annual depreciation expense in the statement of activities.	
Depreciation expense	(357,911)
Capital outlays	154,987
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	
Accrued compensated absences	6,716
Change in Net Position of Governmental Activities	\$ (61,784)

Montrose Regional Library District

Notes to Financial Statements

December 31, 2019

Note 1: Summary of Significant Accounting Policies

The Montrose Regional Library District is incorporated as a library district under the laws of the State of Colorado and is governed by a seven-person board appointed in accordance with CRS24-90-108 (2)(c).

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. As required by generally accepted accounting principles, these financial statements present the Districts, a stand-alone government. Based on criteria set forth by GASE, there are no component units for which the District is financially accountable.

Reporting Entity

The financial reporting entity consists of the District, organizations for which the District is financially accountable, and organizations that raise and hold economic resources for the direct benefit of the District. All funds, organizations, institutions, agencies, departments, and offices that are not legally separate are part of the District. Legally separate organizations for which the District is financially accountable are considered part of the reporting entity. Financial accountability exists if the District appoints a voting majority of the organization's governing board and is able to impose its will on the organization, or if there is a potential for the organization to provide benefits to, or impose financial burdens on, the District.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all activities of the District. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported in a single column. The *primary government* is reported separately from the legally separate *component unit* for which the District is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of the given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*. Internally dedicated resources are reported as general revenues rather than as program revenues.

Montrose Regional Library District

Notes to Financial Statements

December 31, 2019

Note 1: Summary of Significant Accounting Policies (Continued)

Government-wide and Fund Financial Statements (Continued)

Separate financial statements are provided for the governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collected within the current year or soon enough thereafter to pay liabilities of the current year. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current year. Taxes, intergovernmental revenues, and investment income associated with the current year are considered to be susceptible to accrual and so have been recognized as revenues of the current year. All other revenues are considered to be measurable and available only when cash is received by the District. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due.

When both restricted and unrestricted resources are available for a specific use, it is the District's practice to use restricted resources first, and unrestricted resources as they are needed.

In the fund financial statements, the District reports the following major governmental fund:

The *General Fund* is the District's primary operating fund. It is used to account for all financial activities of the District, except those accounted for in another fund.

Assets, Liabilities and Net Position/Fund Balance

Cash and Cash Equivalents – The District considers all cash on hand demand deposits and short-term highly liquid investments with an original maturity of three months or less to be cash equivalents.

Property Taxes – Property taxes are levied on December 22 and attach as a lien on property the following January 1. They are payable in full by April 30 or in two equal installments due February 28 and June 15. Property taxes levied in the current year and collected in the following year are reported as receivable at December 31, net of an estimated uncollectible portion.

Montrose Regional Library District

Notes to Financial Statements

December 31, 2019

Note 1: Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Net Position/Fund Balance (Continued)

Allowance for doubtful accounts – The District considers all accounts receivable to be collectible and, accordingly, provides no allowance for doubtful accounts.

Capital Assets – Capital assets, which include buildings and improvements, furniture and equipment, and books and audio-visual materials, are reported in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year, except for library books and audio-visual materials, which are capitalized regardless of cost. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the acquisition value on the date of donation. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives. Capital assets acquired by capital lease are depreciated over the estimated useful lives and are included in depreciation expense. The estimated useful lives are as follows:

Buildings and Improvements	15 - 40 years
Furniture and Equipment	5 - 10 years
Books and Audio-Visual Devices	5 years

Compensated Absences – The liability for compensated absences reported in the government-wide statements consists of unpaid, accumulated annual and sick leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included.

Fund Balance Classification – The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. The District did not have any nonspendable resources as of December 31, 2019.

Restricted: This classification includes amounts for which constraints have been placed on the use of resources either (a) externally imposed by creditors (such as through a debt covenant), granters, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The District has classified emergency reserves required by the State Constitution, Article X, Section 20 as being restricted because their use is restricted by State Statute.

Montrose Regional Library District

Notes to Financial Statements

December 31, 2019

Note 1: Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Net Position/Fund Balance (Continued)

Fund Balance Classification (Continued)

Committed: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Directors. These amounts cannot be used for any other purpose unless the Board of Directors removes or changes the specified use by taking the same type of action (resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The District did not have any committed resources as of December 31, 2019.

Assigned: This classification includes amounts that are contained by the District's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board of Directors or through the Board of Directors delegating this responsibility to the Executive Director through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund. The District has assigned funds for the General Fund to reflect the use of fund balances to fund 2020 budgeted expenditures.

Unassigned: This classification includes the residual fund balance for the General Fund. The Unassigned classification also includes negative residual fund balance of any other government fund that cannot be eliminated by offsetting of Assigned fund balance amounts.

The District would typically use Restricted fund balances first, followed by Committed resources, and then Assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend Unassigned fund resources first to defer the use of these other classified funds.

Subsequent Events

Subsequent events were evaluated through September 8, 2020 which is the date the financial statements were available to be issued.

Note 2: Cash and Investments

A summary of cash and investments at December 31, 2019, follows:

Petty Cash	\$	575
Deposits		253,073
Investment		<u>1,243,928</u>
Total	\$	<u>1,497,576</u>

Montrose Regional Library District

Notes to Financial Statements

December 31, 2019

Note 2: Cash and Investments (Continued)

Deposits

The Colorado Public Deposit Protection Act (PDPA) requires all local government entities to deposit cash in eligible public depositories. Eligibility is determined by State regulations. Amounts on deposit in excess of federal insurance levels must be collateralized by eligible collateral as determined by the PDPA. The financial institution is allowed to create a single collateral pool for all public funds held. The pool is to be maintained by another institution or held in trust for all uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the uninsured deposits.

Custodial Credit Risks – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District has a policy for custodial credit risk which limits bank deposits to POPA approved depositories as well as keeping deposits within FDIC limits, limiting investments to federally guaranteed securities and diversifying the investment portfolio. As of December 31, 2019, none of the District's bank balances of \$253,073 were exposed to custodial credit risk as all were insured.

Investments

The District is required to comply with State statutes which specify investments instruments meeting defined rating, maturity, and concentration risk criteria in which local governments may invest, which include the following. State statutes do not address custodial risk.

- Obligations of the United States and certain U.S. agency securities
- Certain international agency securities
- General obligation and revenue bonds of the U.S. Local government entities
- Banker's acceptances of certain banks
- Commercial paper
- Local government investment pools
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts

Interest rate risk. The District has an investment policy that limits investment maturities to a maximum of five years, unless a longer period is approved by the Board of Trustees, as a means of managing its exposure to fair value losses arising from increasing interest rates. The District has not experienced fair value losses.

Montrose Regional Library District

Notes to Financial Statements

December 31, 2019

Note 2: Cash and Investments (Continued)

Investments (Continued)

Credit risk. Colorado statutes specify investment instruments meeting defined rating and risk criteria in which local government entities may invest including obligations of the United States and certain U.S. government agency securities; certain international agency securities; general obligation and revenue bonds of U.S. local government entities; bankers' acceptances of certain banks; commercial paper; local government investment pools; written repurchase agreements collateralized by certain authorized securities; certain money market funds; and guaranteed investment contracts. The District's general investment policy is to apply the prudent-person rule: Prudence and protection of District funds are the primary criteria. All investments and bid requests for investments are predicated on liquidity, yield, safety, and interest of the local economy. As of December 31, 2019, the District's investment in Colotrust Plus, a 2a7-like investment pool, was rated AAAM by Standard & Poor's.

Concentration of credit risk. The District places no limit on the amount it may invest in any one issuer. More than 5 percent of the District's investments are in Colotrust. At December 31, 2019, Colotrust represented 100% of the District's investments.

As of December 31, 2019, the District had invested \$1,243,928 in the Colorado Government Liquid Asset Trust (COLOTRUST), an investment vehicle established for local government entities in Colorado pursuant to Part 7 of Article 75 of Title 24 of the Colorado Revised Statutes, to pool surplus funds for investment purposes. COLOTRUST operates similarly to a money market fund and each share is equal in value to \$1.00. The value of the position in the pool is the same as the value of the pool shares. The designated custodial bank provides safekeeping and depository services in connection with the direct investment and withdrawal functions. Substantially all securities owned by the pool are held by the Federal Reserve Bank in the account maintained for the custodial bank. The custodian's internal records identify the investments owned by the participating governments.

Fair value measurement. The District reports its investments using the fair value measurements established by generally accepted accounting principles. As such, a fair value hierarchy categorizes the inputs used to measure the fair value of the investments into three levels. Level 1) inputs are quoted prices in active markets for identical investments; Level 2) inputs include quoted prices in active markets for similar investments, or other observable inputs; and Level 3) inputs are unobservable inputs. At December 31, 2019, the District's investment in Colotrust was reported at the net asset value per share, measured utilizing quoted prices in active markets for similar investments (Level 2).

Montrose Regional Library District
Notes to Financial Statements
December 31, 2019

Note 3: Capital Assets

Capital asset activity for the year ended December 31, 2019, is summarized below.

	Balance 12/31/18	Additions	Deletions	Balance 12/31/19
<i>Capital Assets, not being depreciated</i>				
Land	\$ 464,143	\$ -	\$ -	\$ 464,143
Total Capital Assets, <i>not being depreciated</i>	464,143	-	-	464,143
<i>Capital Assets, being depreciation</i>				
Buildings and Improvement	\$ 6,528,005	\$ -	\$ -	\$ 6,528,005
Equipment	1,388,909	28,902	-	1,417,811
Periodicals	1,755,484	126,085	-	1,881,569
Total Capital Assets, <i>being depreciation</i>	9,672,398	154,987	-	9,827,385
Less Accumulated Depreciation:				
Buildings and Improvement	(2,977,847)	(165,989)	-	(3,143,836)
Equipment	(1,097,842)	(71,412)	-	(1,169,254)
Periodicals	(1,446,575)	(120,510)	-	(1,567,085)
Total Accumulated Depreciation	(5,522,264)	(357,911)	-	(5,880,175)
Total Capital Assets, being depreciated	4,150,134	(202,924)	-	3,947,210
Capital Assets, Net	\$ 4,614,277	\$ (202,924)	\$ -	\$ 4,411,353

Note 4: Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2019 was as follows:

	Balance 12/31/18	Additions	Deletions	Balance 12/31/19	Due Within One Year
Compensated Absences	\$ 62,280	\$ (6,716)	\$ -	\$ 55,564	\$ 34,120

Accrued costs of employees' future compensated absences are liquidated by the general fund.

Note 5: Employees' Retirement Plan

The District provides pension benefits for all of its full-time employees through the Colorado County Officials and Employees Retirement Association's defined contribution plan, a multiple-employer public employee retirement system. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are eligible to participate after the completion of one year of service with the District. Association rules require that both the employee and the District contribute to the plan in a range of from 3-6% of total compensation.

Note 5: Employees' Retirement Plan (Continued)

The District's contribution for each employee (and earnings, losses and changes in fair market value of plan assets) are vested at a rate of 20% per year. Employee contributions and their earnings are 100% vested immediately. Nonvested contributions are forfeited upon termination of employment and such forfeitures may be used to pay plan expenses or the employer's contribution to the plan. For the year ended December 31, 2019, there were no forfeitures.

The District's total payroll in 2019 was \$1,136,099. The District's contributions were calculated using the covered payroll of \$977,311. Both the District and the covered employees made the chosen 4.50% contribution, amounting to \$43,979 from each source, or \$87,958 in total.

The District had no liability to the plan at December 31, 2019.

Note 6: Commitments and Contingencies

TABOR Amendment

Colorado voters passed an amendment to the State Constitution, Article X, Section 20, which has several limitations, including revenue raising, spending abilities, and other specific requirements of state and local governments. The Amendment is complex and subject to judicial interpretation, but the District believes it is in substantial compliance with the Amendment.

In 1999, the District obtained voter approval to collect and retain all revenues including property taxes without limitation under the Section. District management therefore believes it is in compliance with the requirements of the Section.

The District has established a reserve for emergencies, representing 3% of qualifying expenditures of \$74,000 was reported as restricted fund balance in the General Fund.

Note 7: Risk Management

The District is exposed to risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. Such exposure, is covered by purchase of commercial insurance, including worker's compensation, and employee health and accident insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

Note 8: Contingent Liabilities

Under the terms of federal and state grants, costs may be questioned as not being appropriate expenses that could lead to reimbursement to the grantor agencies. District management is not aware of any such expenses that would not be allowed.

Required Supplementary Information

Montrose Regional Library District
Budgetary Comparison Schedule
General Fund
For the Year Ended December 31, 2019

	Original and Final Budget	Actual	Variance Positive (Negative)
Revenues			
Property Specific Ownership Taxes	\$ 2,169,000	\$ 2,343,588	\$ 174,588
Special Projects/Grants	158,000	78,742	(79,258)
Fine & Fees	18,000	27,296	9,296
Contributions	15,000	8,311	(6,689)
Investment Income	36,000	35,486	(514)
Rent	88,000	88,536	536
Miscellaneous	-	29	29
Contingency	75,000	-	(75,000)
Total Revenues	<u>2,559,000</u>	<u>2,581,988</u>	<u>22,988</u>
Expenditures			
Personnel	1,480,500	1,436,847	43,653
Operating Expenses	391,000	351,773	39,227
Fees	59,000	59,435	(435)
Processing	76,000	84,616	(8,616)
Library Materials	247,600	241,876	5,724
Projects and Programs	276,000	106,361	169,639
Equipment	40,500	124,771	(84,271)
Professional Development	23,400	41,885	(18,485)
Contingency	75,000	-	75,000
Total Expenditures	<u>2,669,000</u>	<u>2,447,564</u>	<u>221,436</u>
Net Change in Fund Balance	<u>\$ (110,000)</u>	<u>\$ 134,424</u>	<u>\$ 244,424</u>
Fund Balance, Beginning of year		<u>1,311,671</u>	
Fund Balance, End of year		<u>\$ 1,446,095</u>	

Montrose Regional Library District
Notes to Required Supplementary Information
December 31, 2019

Note 1: Stewardship, Compliance and Accountability

Budgets and Budgetary Accounting

State statute require that all funds have legally adopted budgets and appropriations. Total expenditures may not exceed the amounts appropriated at the fund level. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

The District follows these procedures to establish the budgetary information reflected in the financial statements:

- Management submits to the Board of Trustees a proposed budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
- Prior to December 31, the budget is adopted, and appropriations are authorized by resolution at the fund level for all funds. The legal level of budgeting control is at the individual fund level for all funds.
- Expenditures may not legally exceed appropriations at the fund level. Revisions that alter the total expenditures of any fund must be approved by the Board of Directors.
- All appropriations lapse at year-end.