

**Douglas County Libraries  
BUSINESS MEETING  
Wednesday, May 31, 2023  
5:30 P.M.  
Castle Pines Library, Castle Pines, CO**

**CALL TO ORDER**                      Presiding: Terry Nolan, Vice-President

**NOTICE** *This meeting was noticed in compliance with both Colorado Open Meeting Law and the Douglas County Libraries Bylaws.*

**ATTENDANCE**

**GUESTS**

**PUBLIC COMMENTS**

**CONSENT AGENDA**

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*Board members may request to have any item(s) removed from the consent agenda for further conversation by making that request when asked by the chair and stating the item.*

**MOTION** to approve Consent Agenda

1. Minutes April 26, 2023
2. Budgeted Capital Expenditures
  - Disposal of Capital over \$10,000

[Pages 6-10](#)

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**EXECUTIVE LIBRARY DIRECTOR UPDATE**

- Executive Library Director Report
- Quarterly KPI – 1<sup>st</sup> Quarter 2023
- Quarterly Strategic Report - 1<sup>st</sup> Quarter 2023
- Quarterly Financials - 1<sup>st</sup> Quarter 2023
- Quarterly Division Reports - 1<sup>st</sup> Quarter 2023

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**DISTRICT BUSINESS**[Page 41](#)

*Do any board members have a conflict of interest to disclose regarding any of the below matters? If so, please recuse yourself, and return to the meeting after discussion has ended.*

Executive Committee

Policy Committee

Succession Committee

**PARTNER REPORTS**

Partnership of Douglas County Governments

Douglas County Youth Initiative

Urban Libraries Council

Foundation

- Annual Report to the Library Board & 990

[Pages 42-91](#)**EXECUTIVE SESSION**

Pursuant to C.R.S., Section 24-6-402(4)(f), C.R.S., for the purposes of discussing personnel matters related to the Executive Library Director's mid-year review.

**MOTION** to enter Executive Session

**TRUSTEE COMMENTS****UPCOMING BOARD MEETINGS**

1. **Board Executive Committee Meeting**: June 15, 2023, Castle Pines Library, 8:00 a.m.
2. **Board Succession Committee Meeting**: June 15, 2023, Castle Pines Library, 9:30 a.m.
3. **Board Policy Committee Meeting**: June 28, 2023, Castle Pines Library, 3:00 p.m.
4. **Board Study Session**: June 28, 2023, Castle Pines Library, 4:00 p.m.
5. **Board Business Meeting**: June 28, 2023, Castle Pines Library, 5:30 p.m.  
Dinner at 5:00 p.m.

Please Note: The annual Library and Foundation Board dinner has been moved to December 6, 2023.

**OTHER BOARD CALENDAR ITEMS**

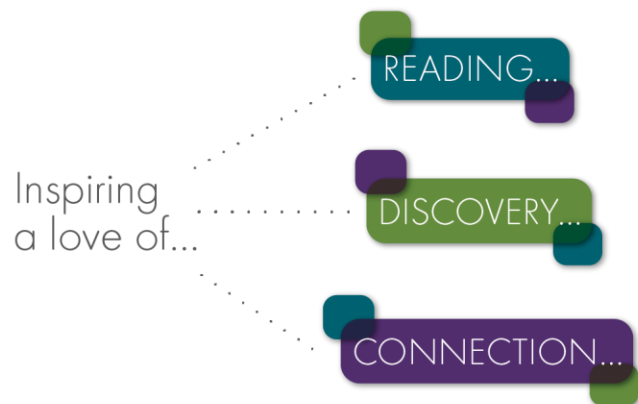
1. **Partnership of Douglas County Governments Meeting**: July 19, 2023, Town of Larkspur, The Spur, 7:00 a.m. - 9:30 a.m.
2. **Grand Opening New Castle Rock Library**: August 26, 2023, 10:00 a.m., Castle Rock Library
3. **Annual DCL Foundation Gala**: September 29, 2023, 6:00 p.m., Highlands Ranch Mansion

**ADJOURN**



Board of Trustees

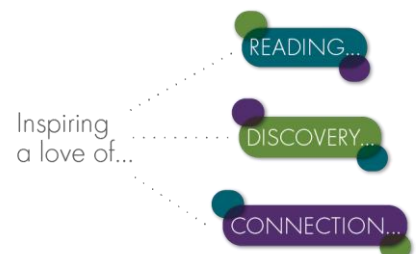
May 31, 2023



**Board Action:** Review the below items for mass approval. Board members can remove any item from the consent agenda prior to its acceptance for further discussion and action during district business.

#	Item	
1.	Minutes	April 26, 2023 Business Meeting
2.	Disposal approval	Three art pieces in excess of \$10,000

**MOTION:** I move to approve the Consent Agenda as presented consisting of the minutes of April 26, 2023, and the disposal of items from the current Philip S. Miller Library valued in excess of \$10,000; the PSM Kinetic Art Sculpture, the Troy Pillow Sculpture, and the Kent Lemon Painting.



**DOUGLAS COUNTY LIBRARIES**  
**Board of Trustees Business Meeting**  
**April 26, 2023**  
**Highlands Ranch, Colorado**

President Burkholder called the business meeting to order at 5:35 p.m.

This meeting was held and was noticed in compliance with both Colorado Open Meeting Law and the Douglas County Libraries Bylaws.

The following were present:

**TRUSTEES:** Suzanne Burkholder, Jessica Kallweit, Rick LaPointe, Zach McKinney, Terry Nolan, Meghann Silverthorn, and Ted Vail

Meghann Silverthorn and Rick LaPointe attended via conference phone.

A quorum was present.

**STAFF:** Amber DeBerry, Casie Cook, Jill Corrente, Julianne Griffin, Patti Owen-DeLay, and Lisanna Parkhurst

**SECURITY:** Deputy Sapp, Douglas County Sheriff's Department

**GUESTS:** Auditors Kim Higgins and Janeen Hathcock, Eide Bailly

**PUBLIC:** Andrew Fraidi, Aaron Wood, Byron Frizell, Adam Hillard, Angela Thomas, Meg Furlow, Cathy Lees, Amity Wicks, Kim Zimm, Keri Beaumont, Dave Lilly, Kelly Allan, Sam Allan, Ben Allan, Ross Allan, Amy Carlson, Cormac Loftus, Alex McCall, Julie Stephens, Michael Linderman, Adam Rutan, Paul K., Robin Mendelson, Kelly Mayr, Jen Iverson, Cindy Williams, Nancy Student, Laurie Kelly, Joel Wood, Martha Richards, Jessica Fredrickson, Lloyd Guthrie, Shane A., Sheryl Noven, Michael Clarkson, Estelle Mathis, Eric Day, Erika Devlin, Margaret Shaheen, Amy Wingu, Greg Francisco, Elaine Kallos

**PUBLIC COMMENTS:** Public comments were recorded to ensure the board heard all concerns, given the large number of speakers. Below is a summary of concerns from speakers. The recording did not start until after the first speaker, Meg Furlow.

All public-comment speakers were residents of Douglas County. Mr. Fraidi was called, but did not sign up to speak.

**Meg Furlow:** Supports library policy, opposed to ban of books, values diversity.

**Aaron Wood:** Issue with content of books, sexual, views these as inappropriate for children or young adults; concern about process for selecting books.

**Byron Frizell:** Issue with tax money spent on books with content that is inappropriate for children, sexual.

**Adam Hillard:** Issue with content. Sexual content, drug and alcohol use, inappropriate for targeted reader, children.

**Angela Thomas:** Supports library policy, opposed to ban of books, values diversity. This is an issue of parental responsibility.

**Cathy Lees:** Supports library policy, parental responsibility. Library to provide materials and be neutral.

**Amity Wicks:** Issue with content, sexual content. Display usurps parental control. Materials should be in a secured area.

**Keri Beaumont:** Supports library policy, open access. Opposed to ban of books.

**Dave Lilly:** Issue with content and unsupervised access that tax dollars are spent on. Not wanting to ban books; supports parental rights; vote on books brought into the library.

**Amy Carlson:** Issue with content, inappropriate for age, sexual and explicit. Loves diversity and freedom; these books are concerning in crossing a line of inappropriateness.

**Cormac Loftus:** Support of the public library. Issue with content, inappropriate for children; not for sexuality, for promoting specific sexuality for minors and promoting criminal acts. Consider controls so small children are not exposed. Not wanting to ban books.

**Adam Rutan:** Agrees with Loftus and Wood. Issue with content and display of books; access by children, inappropriate in the public realm, sexualizing children. Remove these books, stick to educational books. Come up with book rating system, or put in adult section.

**Robin Mendelson:** Supports library as a place for exposure to diversity.

**Kelly Mayr:** Supports library policy, broad views. Values difference; don't ban books or deny access.

**Jen Iverson:** Supports library policy. Kids don't perceive sexuality in this book, adults and parents put sexuality into it.

**Laurie Kelly:** Agrees with Wood. This is not about banning books, issues with content for age appropriateness. Adult entertainment marketed to children. Wants to understand what is going on here.

**Jessica Fredrickson:** Supports library policy, sees return on investment in tax dollars, values diversity. Douglas County Libraries has a Children's Library Card to support parents' rights to guide their child's choices.

**Lloyd Guthrie:** Supports library policies, values Library Bill of Rights, values broad set of perspectives, opposed to ban of books.

**Eric Day:** Supports library policies; no issues with this book or age placing.

**Amy Windju:** Opposed to banning books, believes in age-appropriate content; concern about books being displayed reflecting a particular ideology. Taxes are supporting social justice activism group through library purchase of book "ABCs of Gender Identity."

**Greg Francisco:** Not about banning books, about caring about content our kids are reading in a public library. Put in locked area, doesn't belong in a library; get it online.

**Michael Clarkson:** Supports library policy, values diverse representation.

That concluded the public comments portion of the meeting.

**CONSENT AGENDA:** Nothing was removed from the consent agenda. There was no discussion.

**MOTION 23-04-01:** Nolan moved and the motion carried unanimously to approve the consent agenda consisting of the March 23, 2023, Board Business Meeting minutes, and the Budgeted Capital Expenditure for reupholstery. Vail seconded the motion.

**PRESENTATION:** Annual Audit Report

Janeen Hathcock and Kim Higgins presented the annual report reflecting the audit results. Hathcock acknowledged management, Casie Cook, and Tammy Goodwin on their work on the audit and the smooth transition with a change in director of finance.

The audit opinion is presented unmodified and is the best opinion you can get. Hathcock reviewed the annual report financial statements. GASBY 87 was implemented, resulting in a large number of accounting practice changes.

Higgins reviewed the Opinion Letter to Governance. Auditors are required to look at risk items in particular.

**EXECUTIVE LIBRARY DIRECTOR'S REPORT**

DeBerry mentioned Pasicznyuk's written report and asked for any questions.



Burkholder asked the current number for enrollment in Dolly Parton's Imagination Library. DeBerry responded that as of today it is 4,625.

## **DISTRICT BUSINESS**

No conflicts of interest were declared.

### **Executive Committee**

Nolan shared that, as discussed, we are presenting a proposal to mitigate issues with board turnover with three trustees up for reappointment every two years, and one in the third year.

**MOTION 23-04-02:** Vail moved and the motion carried unanimously to approve the letter to the Board of County Commissioners requesting a change to library trustee terms from three years to four years, and that current terms be amended to institute this change in 2024. McKinney seconded the motion.

### **Executive Committee Report**

Burkholder shared conversations on:

- Recognizing staff for National Library Week
- Partnership possibility with Wellspring
- Safety summit and safety audit
- Reviewed the financials

### **Policy Committee**

Nolan reported that the committee is reviewing internal policies, as the board approved the external policies last month.

### **Succession Committee**

Silverthorn reported that the committee met earlier in the month and reviewed a draft of a Succession Plan with two scenarios: planned succession and unplanned succession. Committee suggested a third scenario of a temporary loss of leadership.

## **PARTNER REPORTS**

### **Partnership of Douglas County Governments (PDCG)**

Vail reported that there was no April meeting. The next meeting will be May 17, 2023.

### **Douglas County Youth Initiative (DCYI)**

McKinney reported that the Douglas County Youth Awards ceremony was attended by Burkholder and staff member Jaime Gotlieb. Youth saw community support.

### **Urban Libraries Council (ULC)**

The ULC Board met on Friday, April 21, 2023. Conversation was around strategic planning and survey results of matters of importance to members, which will feed into the strategic planning. There were conversations about national topics, such as urban issues creeping into suburban libraries. Silverthorn will bring more details to the May business meeting.

### Douglas County Libraries Foundation (DCLF)

Kallweit reported that the Foundation met on Monday, offering highlights:

- Volunteer Services Manager Michael King reported on volunteerism in Douglas County Libraries.
- The Foundation will be sponsoring Forest of Stories. There will be an increase in trees and added events this year.
- DeBerry thanked the board for volunteering on behalf of the library.
- Three directors were reappointed. There are now 10 Foundation directors.
- The annual gala is September 29 at the Highlands Ranch Mansion.
- The annual library board and Foundation dinner is before the June board business meeting.
- Kendra Scott reached out to the Douglas County Libraries Foundation as a partnership fundraiser for the Foundation.

### Exploratory Committee to Memorialize Kendrick Castillo

Silverthorn reported that the Castillo family is stepping back from the Exploratory Committee. The library board will continue to pursue the idea of a book with the Castillo family.

### **TRUSTEE COMMENTS**

Silverthorn would like to hear more about the internal controls and about PERA, both of which were mentioned in the audit.

Burkholder attended the General Education Development test (GED) ceremony on April 16 and experienced the power of the library partnership with the Douglas County School District allowing students to secure a GED.

### **UPCOMING BOARD MEETINGS**

1. **Board Executive Committee**: May 11, 2023, Castle Pines Library, 8:00 a.m.
2. **Board Succession Committee**: May 11, 2023, Castle Pines Library, 9:30 a.m.
3. **Board Policy Committee Meeting**: May 31, 2023, Roxborough Library, 3:00 p.m.-4:00 p.m.
4. **Board Study Session**: May 31, 2023, Roxborough Library, 4:00 p.m.-5:00 p.m.
5. **Board Business Meeting**: May 31, 2023, Roxborough Library, 5:30 p.m.

### **OTHER BOARD CALENDAR ITEMS**

1. **Partnership of Douglas County Governments Meeting**: May 17, 2023, Highlands Ranch Mansion, 7:00 a.m.

### **ADJOURN**

Burkholder adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Meghann Silverthorn, Board Secretary  
Minutes prepared by Patti Owen-DeLay

**DATE:** 5/31/2023

**AGENDA ITEM:** Disposal of Library Equipment Valued in Excess of \$10,000

**PERSON(S) RESPONSIBLE:** Bob Pasicznyuk

**DISCUSSION:**

This need is coming to the Board in response to Board Administrative Policy #7 – Capital Assets.  
*b. Any disposal of an item that has an estimated resale value of \$10,000 or more requires specific approval by the Board before the asset can be disposed of in any manner*

Disposal of capital assets is a part of any larger capital projects. The Library has always sought to reuse furniture, fixtures, equipment, art, and related contents. When that isn't practical, we offer the refuse items to others – for example: schools. We routinely sell items of value (for example: books) to gather resources for our Library Foundation. We've also contacted artists to return works when their exhibition is no longer practical.

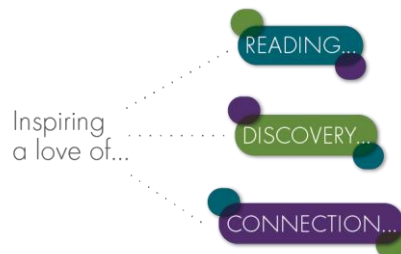
With the transition to a new Castle Rock Library, there are three items that may exceed \$10,000 in value. Staff is requesting Board approval to dispose of several items by any thoughtful, practical means – donation, sale, return, or dumpster.

1. PSM Building Kinetic Art Sculpture.  
Why? Parts fail routinely due to age and use. Wall space for exhibition is at a premium.
2. Troy Pillow Sculpture.  
Why? Removed to provide space for multiple, rotating *Art Encounters* exhibitions.
3. Kent Lemon Painting  
Why? Aesthetic mismatch with the new facility and exhibition space is at a premium.

**BUDGET IMPACT:** The budget impact is not material, but presumes the ability to capture revenue for the Library or the Library's Foundation.

**RECOMMENDATION:** I recommend the Board approve disposal of the above listed items.

**MOTION:** I move to authorize disposal of three art pieces with potential value in excess of \$10,000; the PSM Kinetic Art Sculpture, the Troy Pillow Sculpture, and the Kent Lemon Painting.



**EXECUTIVE LIBRARY DIRECTOR'S REPORT****Bob Pasicznyuk****May 2023****FOLLOW UP ITEMS****1. Inappropriate Vendor Comments – April's Board Meeting**

Eide Bailly, the Library's audit vendor, presented at our April Board meeting. During their presentation, an Eide Bailly auditor commented inappropriately about matters raised during public comment. The Library set clear expectations with Eide Bailly to maintain decorum and restrict their opinions to relevant business matters.

**2. Mitigating Bias in the Selection and Maintenance of Library Content**

It's common during disputes about Library content for complainants to allege staff bias in the delivery of library services. The idea is that staff are advancing political, faith, and social agendas through book selections; library programs, art displays, and more. Making these matters less clear to customers and staff alike, library professional associations have taken positions on issues of the day. In the past few years, multiple library leaders have denigrated a half-century of professional neutrality commitments calling for libraries and librarians to advance progressive social change.

None of us is without bias. It's a truism that everyone approaches work and the world with personal moral frameworks, faith-perspectives, political and social beliefs. In the U.S. and unlike many other places we might live across the globe, we are blessed to live in a free society where the government does not exert its considerable pressure for conformity. At Douglas County Libraries, we're no different than other professions, obligating staff to recognize, manage, and mitigate our biases. We do this in two ways.

First, our Library is governed by citizen trustees who set policy, conditions of employment, that specifically address bias. The policies, both the current set and the revised policies that will take effect in August, speak to bias mitigation specifically in our content inventories of print and digital fare.

**Current Policies**

Market-Driven Content: "The District seeks to build a market driven inventory rather than any pre-conceived philosophy or bias. The District seeks content customers demand regardless of the content's origin, background, or particular viewpoint."

Access: "Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval."

### Coming Policies

The Library welcomes everyone.

We will offer our community exceptional care supporting their freedom and self-determination. We will inform customer choice impartially, without interference or improper influence.

Our commitment to welcoming requires that our decisions and practices are free from discrimination and individual content preferences. We will not discriminate on the basis of:

- Identity: Age, race, gender, sexual orientation, color, religion, national origin, military status, disability, or genetic history.
- Beliefs or Associations: Politics, social stances, faith positions, and more.
- Background or Personal Histories: Poverty, wealth, marital status, education, and more.

The Library offers content in a variety of physical and digital formats to meet the needs and preferences of our community. The Library will make every effort to correlate our inventory choices with community demand and interests. Letting the marketplace of ideas guide us is the best way to mitigate staff or customer pre-conceived philosophies or biases.

Second, our Library's leaders (Directors, Managers, and Supervisors) respond to policy expectations by setting processes to mitigate bias. Our Library appraises performance, coaches, and trains staff to be customer-focused rather than driving personal agendas. Staff uses customer data (past, present, and future/trending customer data) to maintain objectivity and impartially manage Library content inventories.

1. **Past.** Collection purchases start from what Douglas County customers have chosen in the past, trending information for the past few years. Those patterns and preferences are set in profiles with our content providers.
2. **Present.** Each year, our Collections Librarians purchase copies of titles based on the number of customers waiting for those titles. For print titles, we maintain a copy to demand ratio of 4-1. We purchase one copy of a work for every four customers waiting in the queue for that item. If 100 people are waiting for a title, 25 copies are on the way. Digital fare is much more expensive than print so we use a purchase ratio of 8-1. Beyond letting the demand curve advance purchases, our Library offers customers a direct line for specific requests. Finally, titles earn their place in the DCL Collection. Each subject and genre area have use thresholds that titles must achieve to remain on the shelf. These processes are how we live out policy expectations of being *market-driven*.
3. **Future.** Publishers bet their livelihood on the content they choose to print and provide. Our Library has access to publisher market data showing trends and demand – for example: how many items for any given work they are printing. Collections Librarians pair advance information, with what worked in the past to anticipate demand. They then screen purchases by criteria defined in policy.

- Specific community needs and interests
- Contemporary significance
- Attention from critics, reviewers, and the public
- Popular interest, customer requests, and market data
- Author reputation and expertise in the field
- Comprehensiveness and depth of treatment
- Relationship to the existing inventory
- Availability of content from sources other than purchase
- Durability of the format and whether the item can meet the rigors of public use
- Price and availability from our approved vendors

Authentically, a data-driven Library collection is biased, but biased toward our community's preferences - the context of our society and moment in history. Staff does not select titles, even controversial titles, on a 1 to 1 basis merely to achieve a perfect match between adherents and detractors for one side of a position and another.

Finally, simple key-word searches and shelf-availability aren't effective methods at assessing bias or the composition of our inventories.

**Example:** Our Library's collection has more works on Christianity than the Sikh religion. This isn't due to Library staff preferences or a faith bias. The inventory difference is a result of Douglas County demographics and use patterns. On any given day, Library shelves and displays may look as if we have more or less works for either faith since many copies of these works will be in use and stored at our customer's homes. Key word, catalog searches for the terms *Christian* and *Sikh* do not yield all the holdings for either faith. "Sikh" is a more unique term and will return a more accurate search result. A keyword search for the term "Christian" will yield works by anyone by that name (Hans Christian Andersen) and will miss the term "Christianity." Searching either the terms *Christian* or *Christianity* will miss the late Tim Keller's staple and classic work on Christianity, *The Reason for God*. Finally, our Library has age-appropriate, youth-directed works about both faiths, but that doesn't support the idea that the Library is indoctrinating or encouraging youth toward any faith choice.

## OPERATIONS AND ACCOMPLISHMENTS

The Board provided construction and contents resources for the project. Project spends are trending to be well-within that allocation.

The PSM Library will close to customers on May 22, 2023 as staff and vendors prepare for the new Castle Rock Library Grand Opening on August 26, 2023. Our contractors and vendors will achieve substantial completion of our new library by the end of May

- Interior finishes
- Inspections – Fire, Elevators

- Heating and Air Conditioning Systems
- Exterior siding
- Punch list documentation and quality control

Library staff and contractors will move out of the PSM Library beginning on May 23, 2023. Castle Rock first-responders will use the PSM Library for training for several days in June. Afterwards, contractors will demolish the facility, grade the land, and install parking lots and infrastructure through the middle of October.

## PROFESSIONAL TRENDS AND ANALYSIS

### LIBRARY JOURNAL SAFETY SUMMIT SUMMARY

- Our Library is unique among peers in that we do not budget and expend dollars for our own safety and security staff. Most libraries spend significant sums each year on safety personnel.
- There are 3 ways libraries source safety personnel – contractors, in-house staff, and law enforcement resource officers akin to schools. None of the summit experts recommend using contractors. The only virtue of that source is cost and they haven't positive experiences with low-cost security services vendors. Most of the Libraries presenting at the conference recruit their own security personnel. In-house security staff are rarely armed. They actively monitor facilities mitigating risk while providing customer service. Using active-duty or off-duty law enforcement is the most expensive option and is used at sites Lib
- A variety of technology tools are now available and are commonly used to secure buildings – incident tracking software, surveillance systems, and even sensors that detect weapons fire automatically contacting law enforcement and tracking events.
- Summit experts warn that few libraries are prepared for the most egregious, unthinkable events. These situations stress crisis plans, leadership, and the ability to sustain business continuity for years.

### Q1 KEY PERFORMANCE INDICATORS

#### Summary

Our Library's external performance indicators are relatively steady showing only slight growth or movement and little change in performance. The Dolly Parton Imagination Library and The Sammy Project partnership with the County garnered print and television press, increasing the PR impressions for the quarter. Starting in the first quarter of 2023, Meta (parent company of Facebook) and Google changed their methods for capturing digital metrics. Consequently, DCL adopted new measures to evaluate the traffic reported by these sites. Engagement and performance ratings reports are scheduled for August. Our Library's staff turnover rate remains manageable and within local and national norms.

## External Metrics

**Net Promoter Score:** How DCL users feel about our brand and services

84.47 **January - March 2023**

85.34 **January - March 2022**

### Use

Active Library Cards

59.45% **March 2023**

59.19% **March 2022**

Door Count

346,035 **January - March 2023**

317,645 **January - March 2022**

Web Visits

464,085 **January - March 2023**

502,918 **January - March 2022**

### Community Engagement

Resource Donors: Total number of unique volunteers and donors

713 **January - March 2023**

682 **January - March 2022**

Partnerships: Total organizations with which DCL has a working relationship/partnership

155 **January - March 2023**

144 **Total 2022**

Indirect Outreach/Impressions: Number of times someone can encounter the DCL brand

132,875,148 **January - March 2023**

14,066,324 **January - March 2022**

Direct Outreach: Total number of people with whom DCL staff talked about the library and our services outside of our library locations

6669 **January - March 2023**

5354 **January - March 2022**

## Internal Metrics

**Q1 Turnover Rate:** 6%; Sector Benchmark: 10.5%; Subsector Benchmark: 16.3%



**Performance Ratings:** Midyear reviews close 6/15/2023 and will be reported in August.

**Employee Engagement:** The Gallup Q12 Engagement survey closed on May 15, 2023 with a 93% participation rate. Survey results will be available in the August Report.

## BOARD TALKING POINTS

**Elevating the Brand** – Douglas County Libraries elevates our community by inspiring a love of reading, discovery, and connection. With nearly 2 million visitors to seven branches each year, visitors are met with beautiful spaces, curated collections, personalized services, and a variety of events that offer a premium experience for all.

**Construction of our new library in Castle Rock is nearing completion!** The existing library is open through May 21 and will be closed beginning May 22 in preparation for the move to our new digs. Read on for important dates and information.

### Dates

- May 22: The current library will be closed.
- June 17: Demolition of the old Castle Rock library will begin.
- August 26 (subject to change): Grand Opening—join us at the new library!

**Returns** - You may keep Castle Rock library materials during the closure—no items will be due and no fines will accrue. You may also return items to any open DCL location during the closure.

Please return Book Club Express kits to a service desk at any open location, and not via drive-thru book drops.

**Holds** - Holds placed during the closure will be filled by other locations as available, and can be picked up at other locations. Book Club Express, Prospector, and interlibrary loan items can be picked up at an open branch. To update your pickup location for these items, please call (303) 791-7323.

### Storytime

- Alternate Storytimes will be held Monday-Wednesday, June 5-July 28; visit [DCL.org/storytime](https://dcl.org/storytime) for times and locations.
- Summer outdoor Storytime will be held at Festival Park on Thursdays at 9 a.m.
- You may attend Storytime at any open library location. Visit [DCL.org/storytime](https://dcl.org/storytime) for schedules.

**The Dog Days of Summer -- Summer Reading Program** - Kicks off June 3<sup>rd</sup>. Registration is now open.

All 10 active responses met their Q1 benchmarks and are actively working on Q2 benchmarks at this time. A few of the noteworthy updates to share at this point include:

- Forest of Stories 2022 wrapped up in January, and it was a great success! The team is already working on new tree themes for 2023.
- Library Leadership (supervisors, managers and SLT) attended Data Literacy training, and were introduced to the new tools to guide toward data-driven decision making.
- Michael King, the new Volunteer Services Manager, started in Q1 and has been meeting with library stakeholders to continue the work started on the volunteerism response in 2022.

Strategic Priority	Active 2023 Responses	Status
<b>Vibrant Libraries</b>	Create and feature fun, unexpected visual and interactive exhibits that encourage library visits.	On Track
<b>Beyond our Walls</b>	Sponsor local kids’ activities to raise brand awareness among kids and their parents, grandparents, and other supporters.	On Track
	Improve and reprise the popular Brew Tour, incorporating Friday-Saturday night events in our libraries.	On Track
<b>Community Service</b>	Identify and provide library services to support mental health in Douglas County.	On Track
	Serve as a destination for Douglas County seniors to congregate, learn, and socialize.	On Track
<b>Fortify Infrastructure</b>	Create an organized and accessible information storage structure that meets staff, customer, and retention needs.	On Track
	Support and achieve excellence in co-working and remote work through shared workspaces and amenities, sophisticated use of mobile technology, and clear expectations for remote work.	On Track
	Develop an organizational data strategy detailing how we capture, use, analyze, and make decisions based on data.	On Track
	Work with Douglas County Sheriff to validate and adapt our safety practices, procedures, and training to contemporary standards.	On Track
	Identify and implement volunteer integration in every DCL division, to fundamentally leverage volunteers and their skills to significantly increase organizational capacity.	On Track

Casie Cook, Director of Finance  
Report for the three months ending March 31, 2023

## Balance Sheet

As of March 31, 2023, the District has \$30.68 million of cash and liquid investments. The District is holding \$0.28 million in cash at 2 banks for accounts payable purposes. In addition, the District is holding \$30.39 million in liquid funds at ColoTrust, plus \$.010 million in liquid investments at the Colorado Statewide Investment Program (CSIP). The annual yield in Colotrast, our primary investment account, was 13.74% during the three months ending March 31, 2023.

At March 31, 2023, the District recorded interest income of \$.30 million, which exceeds the budget by 207%.

At March 31, 2023 the District recorded a receivable and related deferred revenue of \$19.38 million for property taxes. We expect the District to collect in excess of 99% of property taxes budgeted for 2023.

Funds available for future capital improvements total \$13.01 million at March 31, 2023, as reported on the fund balance line of the balance sheet.

## Performance vs Budget

Overall, the District has realized a \$1.56 million, 45% favorable, variance to budget for the three months ending March 31, 2023.

Total operating revenues are \$.28 million, and 2% over budget, thru March 31, 2023. Property taxes account for the majority of the variance, due to the difference between budgeted vs actual tax collections.

Operating expenditures are 18% under budget thru March 31, 2023.

Salaries, Wages, Benefits & PERA Retirement, which account for 57% of operating expenses thru March 31, 2023, are (\$0.72) million, and (20%) under budget, through March 31, 2023. This variance is primarily due to open positions and delayed billing from our new insurance providers. We expect the insurance billing to be caught up in Q2 of 2023.

Library Content is (\$.46) million, and (46%) under budget, due to purchase timing – this number is expected to reverse itself in Q2.

All other operating expenditures were (\$0.12), and (6%) below budget, thru March 31, 2023, primarily due to seasonality differences between budgeted vs actual expenditures.

As of January 1, 2023, the only lessee in the District's property was the City of Castle Pines. This lease was terminated on April 30, 2023.

## **Capital Expenditures**

Actual spending for Capital Maintenance items for the three months ending March 31, 2023 is \$.02 million vs. a budget of \$.03 million. This variance is related to timing of purchases.

Thru March 31, 2023, \$3.82 million had been expended on the Castle Rock branch build for GMP costs incurred by Fransen-Pittman, owner soft costs / contingency costs incurred by DCL, and costs related to switches, Furniture, Fixtures, and Equipment.

## **2023 Forecast**

Based on the District's 2023 performance thru March 31, 2023, and assuming the District performs according to its remaining budget thru December 2023, the District is projecting a fund balance of \$17 million at December 31, 2023, which is \$.61 million higher than the fund balance reflected in the original 2023 budget.



**Quarterly Report of Cash and Investments**  
**March 2023**

<b>Institution</b>	<b>% of Total</b>	<b>Value</b>	<b>Maturity Date</b>	<b>Interest YTD</b>	<b>Annual Yield</b>
<b>Cash</b>					
Colotrust *	99.03%	\$30,385,073	N/A	\$ 290,752	13.74%
Independent Bank	0.83%	255,027	N/A	229	1.16%
Wells Fargo Bank	0.10%	29,171	N/A	-	0.00%
CSIP Liquid*	0.03%	9,602	N/A	6,602	828.31%
CSIP Term**	0.00%	-	01/03/23	267	#DIV/0!
Cash in Use	0.01%	2,319	N/A	-	
<b>Total Cash</b>	<b>100.00%</b>	<b>30,681,193</b>		<b>297,850</b>	
Property tax interest				<b>(2,091)</b>	
<b>Total Cash and Investments</b>		<b>30,681,193</b>		<b>\$ 295,759</b>	

**NOTES:**

\* Variable rate account.

\*\* Multiple terms and rates



## BALANCE SHEET

	<b>Dec 31, 2022</b>	<b>Mar 31, 2023</b>
	<u>Audited</u>	<u>Unaudited</u>
<b>ASSETS</b>		
Cash	\$ 26,619,355	\$ 30,681,193
Property taxes receivable	32,510,287	19,378,533
Prepaid expenses and deposits	425,741	537,409
Receivable DCL Foundation	128,825	108,071
Accounts receivable	713	1,691
<b>Total assets</b>	<b><u>\$ 59,684,921</u></b>	<b><u>\$ 50,706,897</u></b>
<b>LIABILITIES &amp; FUND BALANCE</b>		
<b>LIABILITIES</b>		
Deferred property taxes	\$ 32,306,073	\$ 19,378,533
Accrued salaries and benefits	261,199	(116,722)
Accounts payable	1,379,818	1,179,293
Payable to DCL Foundation	-	-
Other accrued liabilities	45,885	7,455
<b>Total liabilities</b>	<b><u>\$ 33,992,975</u></b>	<b><u>\$ 20,448,559</u></b>
<b>FUND BALANCE</b>		
Nonspendable fund balance	\$ 425,741	\$ 537,409
Restricted fund balance	1,100,930	1,100,930
Assigned fund balance	3,900,000	3,900,000
Unassigned fund balance	8,559,902	8,448,235
Committed fund balance	11,705,373	11,705,373
Excess revenue over expenditures	-	4,566,392
<b>Total fund balance</b>	<b><u>\$ 25,691,946</u></b>	<b><u>\$ 30,258,338</u></b>
<b>Total liabilities and fund balance</b>	<b><u>\$ 59,684,921</u></b>	<b><u>\$ 50,706,897</u></b>



**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**  
(Unaudited)

	<b>Mar 2023</b>	<b>For the Three Months Ending March 31, 2023</b>	<b>2023 Annual Budget</b>				
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Over (Under)</b>	<b>% Budget</b>	<b>Original</b>	<b>Remain %</b>
<b>Revenue</b>							
Property taxes	\$11,750,451	\$12,785,784	\$12,772,064	\$13,720	0%	\$32,436,073	61%
Specific Ownership Taxes	260,367	507,630	516,538	(8,908)	(2%)	1,568,000	68%
Contributions/Grants	0	0	0	0	0%	305,932	100%
Charges for services	35,748	195,857	124,012	71,845	58%	514,402	62%
Interest Income	116,125	295,759	96,194	199,565	207%	195,783	(51%)
<b>Total Revenue</b>	<b>\$12,162,691</b>	<b>\$13,785,030</b>	<b>\$13,508,808</b>	<b>\$276,222</b>	<b>2%</b>	<b>\$35,020,190</b>	<b>61%</b>
<b>Operating, Interest &amp; Fee Expenditures</b>							
<b>Operating Expenditures</b>							
Salaries & Wages	\$1,051,564	\$2,916,885	\$3,428,167	(\$511,282)	(15%)	\$15,367,655	81%
Benefits	66,926	2,914	215,671	(212,757)	(99%)	1,354,332	100%
PERA Pension	149,152	412,120	412,560	(440)	(0%)	2,070,244	80%
Library Content	219,729	552,271	1,015,985	(463,714)	(46%)	3,934,530	86%
Facilities	158,817	480,014	574,442	(94,428)	(16%)	2,338,388	79%
Technology, Equipment & 3rd-Party Services	95,577	331,829	337,800	(5,971)	(2%)	1,843,567	82%
Library Programs & Outreach	83,160	254,590	243,231	11,359	5%	1,259,077	80%
District-Wide Support Costs	72,225	196,652	212,124	(15,472)	(7%)	999,666	80%
Capital Maintenance Projects	(4,651)	19,334	31,631	(12,297)	(39%)	534,681	96%
Other Operating Expenditures	\$0	\$0	\$0	\$0	0%	\$0	0%
<b>Total Operating Expenditures</b>	<b>\$1,892,499</b>	<b>\$5,166,609</b>	<b>\$6,471,611</b>	<b>(\$1,305,002)</b>	<b>(20%)</b>	<b>\$29,702,140</b>	<b>83%</b>
Debt Service	\$31,979	\$31,978	\$27,377	\$4,601	17%	\$2,109,725	98%
County Treasurer's Fees	176,257	191,795	191,581	214	0%	487,235	61%
<b>Total Operating, Interest &amp; Fee Expenditures</b>	<b>\$2,100,735</b>	<b>\$5,390,382</b>	<b>\$6,690,569</b>	<b>(\$1,300,187)</b>	<b>(19%)</b>	<b>\$32,299,100</b>	<b>83%</b>
<b>Total Revenues Over (Under) Operating Expenditure</b>	<b>\$10,061,956</b>	<b>\$8,394,648</b>	<b>\$6,818,239</b>	<b>\$1,576,409</b>	<b>23%</b>	<b>\$2,721,090</b>	<b>(209%)</b>
<b>Non-Operating Revenues (Expenditures)</b>							
Lease Income (Expense), net	\$0	(\$11,538)	\$0	(\$11,538)	100%	\$0	0%
Lease to Purchase	\$0	\$0	\$0	\$0	0%	\$0	0%
Lease Proceeds	\$0	\$0	\$0	\$0	0%	\$0	0%
Total Lease to Purchase							
Capital Improvement Projects	(1,487,077)	(3,816,718)	(3,816,718)	0	0%	(13,835,103)	72%
<b>Total Non-Operating Revenues (Expenditures)</b>	<b>(\$1,487,077)</b>	<b>(\$3,828,256)</b>	<b>(\$3,816,718)</b>	<b>(\$11,538)</b>	<b>0%</b>	<b>(\$13,835,103)</b>	<b>72%</b>
<b>Total Revenues Over (Under) Total Expenditures</b>	<b>\$8,574,879</b>	<b>\$4,566,392</b>	<b>\$3,001,521</b>	<b>\$1,564,871</b>	<b>45%</b>	<b>(\$11,114,013)</b>	<b>141%</b>
<b>Beginning Fund Balance</b>	21,683,459	25,691,946	27,499,953			27,499,953	
<b>Ending Fund Balance</b>	<b>\$30,258,338</b>	<b>\$30,258,338</b>	<b>\$30,501,474</b>			<b>\$16,385,940</b>	



**SALARIES & WAGES, BENEFITS AND PERA RETIREMENT  
(Unaudited)**

<u>Account</u>		<u>Mar 2023</u>	<u>For the Three Months Ending Mar 31, 2023</u>			<u>2022 Annual Budget</u>		
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Over (Under)</u>	<u>% Budget</u>	<u>Original</u>	<u>Remain %</u>
<b>DISTRICT-WIDE SUMMARY</b>								
1005	Branch Operations	\$4,944	\$14,832	\$16,068	(\$1,236)	(8%)	\$65,676	76%
1100	Branch Services	91,922	277,896	351,534	(73,637)	(21%)	1,436,871	76%
1200	Customer Experience	157,729	472,790	540,741	(67,951)	(13%)	2,210,187	76%
1300	Materials Handling	134,962	405,727	479,616	(73,889)	(15%)	1,960,386	76%
1400	Youth & Family Services	158,468	478,399	560,709	(82,311)	(15%)	2,291,832	76%
<b>Subtotal</b>	<b>Customer Experience</b>	<b>548,025</b>	<b>1,649,644</b>	<b>1,948,668</b>	<b>(299,024)</b>	<b>(15%)</b>	<b>7,964,952</b>	<b>76%</b>
2010	Community Services & Partnerships	34,165	102,493	111,036	(8,543)	(8%)	453,846	76%
2020	Events & Hospitality	17,073	51,153	69,309	(18,156)	(26%)	283,284	76%
2030	Marketing & Communications	34,964	104,893	113,634	(8,741)	(8%)	464,463	76%
2040	Special Events	40,820	121,173	141,831	(20,658)	(15%)	579,708	76%
2050	Visual Design, Arts, & Archives	24,901	65,828	80,070	(14,242)	(18%)	327,282	76%
2060	Volunteer Services	23,732	64,903	79,980	(15,077)	(19%)	326,913	76%
2061	Volunteer Portal	0	0	0	0	0%	0	0%
<b>Subtotal</b>	<b>Community Engagement</b>	<b>175,655</b>	<b>510,443</b>	<b>595,860</b>	<b>(85,417)</b>	<b>(14%)</b>	<b>2,435,496</b>	<b>76%</b>
<b>3010</b>	<b>Directors</b>	<b>75,377</b>	<b>218,490</b>	<b>244,899</b>	<b>(26,409)</b>	<b>(11%)</b>	<b>1,000,989</b>	<b>76%</b>
4010	Accounting Operations	24,682	74,047	80,217	(6,170)	(8%)	327,879	76%
4020	District-wide Operations	0	0	0	0	0%	122,303	100%
4050	Procurement	7,272	21,816	23,637	(1,821)	(8%)	96,609	76%
4060	Budgeting	8,161	24,484	26,523	(2,039)	(8%)	108,405	76%
<b>Subtotal</b>	<b>Finance</b>	<b>40,115</b>	<b>120,347</b>	<b>130,377</b>	<b>(10,030)</b>	<b>(8%)</b>	<b>655,196</b>	<b>80%</b>





**SALARIES & WAGES, BENEFITS AND PERA RETIREMENT**  
(Unaudited)

		Mar 2023	For the Three Months Ending Mar 31, 2023			2022 Annual Budget		
			Over (Under)					
	Account	Actual	Actual	Budget	Budget	% Budget	Original	Remain %
5005	Infrastructure Services Operations	4,546	13,637	14,772	(1,135)	(8%)	60,375	76%
5010	Collection Services	90,209	266,892	293,139	(26,247)	(9%)	1,198,170	76%
5020	Facilities	23,545	64,490	91,131	(26,641)	(29%)	372,255	76%
5030	Human Resources	24,562	73,686	79,827	(6,141)	(8%)	326,283	76%
5040	Information Technology	42,662	127,915	140,196	(12,281)	(9%)	572,799	76%
5050	Learning & Development	25,405	76,192	99,540	(23,348)	(23%)	406,863	76%
<b>Subtotal</b>	<b>Infrastructure Services</b>	<b>210,929</b>	<b>622,812</b>	<b>718,605</b>	<b>(95,793)</b>	<b>(13%)</b>	<b>2,936,745</b>	<b>76%</b>
<b>Other Earnings</b>								
	Account							
500000	Payroll Accrual	0	(232,992)	(232,992)	0	0%	0	0%
500800	Bonus Pool	0	1,057	0	1,057	100%	283,281	100%
501000	Other Earning Types [1]	1,464	27,084	22,749	4,335	19%	90,996	75%
<b>Subtotal</b>	<b>Other Earnings</b>	<b>1,464</b>	<b>(204,851)</b>	<b>(210,243)</b>	<b>5,392</b>	<b>(3%)</b>	<b>374,277</b>	<b>156%</b>
<b>Benefits</b>								
510000	Unemployment Insurance	1,826	5,475	0	5,475	100%	118,889	100%
510200	Worker's Compensation	5,514	16,542	15,264	1,278	8%	61,056	75%
510300	Health Insurance	44,731	(67,415)	142,812	(210,227)	(147%)	928,276	85%
510500	Life Insurance	1,138	2,375	0	2,376	100%	9,248	100%
510600	Medicare	13,235	36,559	52,596	(16,038)	(30%)	210,378	75%
510900	Employee Assistance Program	444	1,330	0	1,330	100%	6,485	100%
511300	Worker's Compensation Deductible	38	8,048	5,000	3,048	61%	20,000	75%
590000	Other Benefits	0	0	0	0	0%	0	0%
<b>Subtotal</b>	<b>Benefits</b>	<b>66,926</b>	<b>2,914</b>	<b>215,672</b>	<b>(212,758)</b>	<b>(99%)</b>	<b>1,354,332</b>	<b>84%</b>
<b>520000</b>	<b>PERA Retirement-Pension</b>	<b>149,152</b>	<b>412,121</b>	<b>412,560</b>	<b>(439)</b>	<b>(0%)</b>	<b>2,070,244</b>	<b>80%</b>
<b>Total</b>	<b>Douglas County Libraries</b>	<b>\$1,267,643</b>	<b>\$3,331,920</b>	<b>\$4,056,398</b>	<b>(\$724,478)</b>	<b>(18%)</b>	<b>\$18,792,231</b>	<b>78%</b>



**SALARIES & WAGES, BENEFITS AND PERA RETIREMENT  
(Unaudited)**

<b>Mar 2023</b>	<b>For the Three Months Ending Mar 31, 2023</b>				<b>2022 Annual Budget</b>		
	<b>Over (Under)</b>						
<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>% Budget</b>	<b>Original</b>	<b>Remain %</b>	
Call Back	61	239	0	239	100%	0	0%
On Call/Standby	376	1,059	0	1,059	100%	0	0%
PTO Payout	1,027	25,786	22,749	3,037	13%	90,996	75%
Relocation	0	0	0	0	0%	0	0%
Retro Pay	0	0	0	0	0%	0	0%
Severance	0	0	0	0	0%	0	0%
Cost Center Unassigned	0	0	0	0	0%	0	0%
<b>Total</b>	<b>\$1,464</b>	<b>\$27,084</b>	<b>\$22,749</b>	<b>\$4,335</b>	<b>19%</b>	<b>\$90,996</b>	<b>75%</b>

**Notes**

**[1]** Other Earning Types Includes:



**2023 Budget**  
**Maintenance & Improvement Projects**  
**For Projects over \$5,000 and a life of greater than one year**  
**As of March 31, 2023**

	<u>Original Budget</u>	<u>Spent To-Date</u>	<u>Remaining Budget</u>
<b><u>Operating Expenditures: Maintenance Projects</u></b>			
District IT: B100	\$ 361,181	\$ 19,334	341,847
District-Wide: B100	153,500	0	153,500
Castle Pines: B200	0	0	0
Castle Rock: B700	0	0	0
Highlands Ranch: B300	0	0	0
Lone Tree: B400	0	0	0
Parker: B600	20,000	0	20,000
Roxborough: B800	0	0	0
Unallocated	0	0	0
<b>Total Maintenance Projects</b>	<b>\$ 534,681</b>	<b>\$ 19,334</b>	<b>\$ 515,347</b>
<b><u>Notes</u></b>			
[M1]	Requires Board motion to approve		
<b><u>Non-Operating Expenditures: Improvement Projects</u></b>			
Other:			
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Castle Rock:			
[I1] Castle Rock PSM Construction (GMP Contract)	9,926,325	3,246,398	6,679,927
Castle Rock Owner Contingency Paid and Committed	1,141,220	542,970	598,250
Castle Rock Owner Contingency Committed	0	(431,670)	431,670
Castle Rock Switches	48,000	18,600	29,400
Castle Rock Wireless	42,000	0	42,000
Castle Rock UPS	15,000	0	15,000
Castle Rock FF & E	2,568,662	398,524	2,170,138
Castle Rock Owner Soft Costs	41,896	41,896	-
Castle Rock Servers	20,000	0	20,000
Castle Rock Copiers and Printer	32,000	0	32,000
Total Castle Rock	<b>\$13,835,103</b>	<b>\$3,816,718</b>	<b>\$10,018,385</b>
<b>Total Improvement Projects</b>	<b>\$13,835,103</b>	<b>\$3,816,718</b>	<b>\$10,018,385</b>
<b><u>Notes</u></b>			
[I1]	Requires Board motion to approve		
<b>Grand Total Maintenance, Improvements, Capital Campaign</b>	<b>\$ 14,369,784</b>	<b>\$ 3,836,052</b>	<b>\$ 10,533,732</b>



**Comparison of Property Tax Revenues  
For the 3 Months Ending March 31, 2023**

	<b>Property Tax</b>		<b>Auto Tax</b>		<b>Other</b>	<b>Total Taxes</b>	<b>YTD</b>
	<b>Amount</b>	<b>Growth</b>	<b>Amount</b>	<b>Growth</b>	<b>Adjustments</b>		<b>Combined Growth</b>
<b>2022</b>							
January	\$0		\$0		\$0	\$0	
February	534,345		235,137		(8,060)	761,422	
March	11,541,637		209,612		(97,579)	11,653,670	
April	2,155,140		244,882		(33,692)	2,366,330	
May	6,327,947		254,222		(49,415)	6,532,754	
June	2,757,217		254,201		(41,045)	2,970,373	
July	8,732,363		224,113		(70,284)	8,886,192	
August	428,860		243,108		(11,381)	660,587	
September	137,020		314,041		(18,096)	432,965	
October	48,542		233,014		(10,144)	271,412	
November	32,181		243,210		(23,198)	252,193	
December	40,463		438,976		(21,921)	457,518	
<b>Total</b>	<b>\$32,735,715</b>		<b>\$2,894,516</b>		<b>(\$384,815)</b>	<b>\$35,245,416</b>	
<b>2023</b>							
January	\$0	n/a	\$0	n/a	\$0	\$0	n/a
February	1,055,747	98%	247,261	5%	(20,414)	1,282,594	68%
March	11,871,793	3%	260,368	24%	(121,342)	12,010,819	7%
April		n/a		n/a		0	n/a
May		n/a		n/a		0	n/a
June		n/a		n/a		0	n/a
July		n/a		n/a		0	n/a
August		n/a		n/a		0	n/a
September		n/a		n/a		0	n/a
October		n/a		n/a		0	n/a
November		n/a		n/a		0	n/a
December		n/a		n/a		0	n/a
<b>Total</b>	<b>\$12,927,540</b>	<b>(61%)</b>	<b>\$507,629</b>	<b>(82%)</b>	<b>(\$141,756)</b>	<b>\$13,293,413</b>	



**Castle Rock Branch Replacement  
Cumulative Budget vs. Actual Analysis**

As of March 31, 2023

	Original Budget	Actual Expenditures				Remaining Budget
		2021	2022	2023	Total	
<b>General Capital Improvements (Pre-GMP)</b>						
Design Programming (2021 Budget)	\$30,000	\$8,650	(\$2,150)	\$0	\$6,500	n/a
<b>Board-Approved Construction Cost</b>						
	RFA 02/23/2022					
GMP Construction (includes allowances)	\$22,310,843	1,178,900	\$10,871,035	\$3,246,398	15,296,333	\$7,014,510
DCL Soft Costs:						
City Planning Fees	16,500	14,541	340,173	0	354,714	(338,214)
Utility & Development Cost	318,380	0	78,922	23,596	102,518	215,862
Geotechnical/Material Testing	37,500	0	47,003	0	47,003	(9,503)
Other Unspecified	0	0	5,841	18,300	24,141	(24,141)
Subtotal: DCL Soft Costs	372,380	14,541	471,939	41,896	528,376	(155,996)
DCL Contingency	1,141,220	0	0	111,300	111,300	1,029,920
<b>Total Board-Approved Construction Cost</b>	<b>23,824,443</b>	<b>\$1,193,441</b>	<b>\$11,342,974</b>	<b>\$3,399,594</b>	<b>\$15,936,009</b>	<b>\$7,888,434</b>
<b>Furniture, Fixtures &amp; Equipment (Jan 2021)</b>						
Castle Rock Branch FF&E	\$2,626,000		\$112,781	\$398,524	\$511,305	\$2,114,695
Castle Rock Strip Mall Renovation	15,000		15,087	0	15,087	(87)
Castle Rock Miscellaneous	35,000		15,040	0	15,040	19,960
Castle Rock Switches	0			18,600	18,600	(18,600)
<b>Total Furniture, Fixtures &amp; Equipment</b>	<b>2,676,000</b>	<b>0</b>	<b>142,908</b>	<b>417,124</b>	<b>560,032</b>	<b>2,115,968</b>
<b>Total Project Cost</b>	<b>\$26,530,443</b>	<b>\$1,202,091</b>	<b>\$11,483,732</b>	<b>\$3,816,718</b>	<b>\$16,502,541</b>	<b>\$10,004,402</b>
Forecast Proceeds: 102-118 S. Wilcox	(\$2,500,000)	0	0	0	0	(2,500,000)
<b>Total Cost</b>	<b>\$24,030,443</b>	<b>\$1,202,091</b>	<b>\$11,483,732</b>	<b>\$3,816,718</b>	<b>\$16,502,541</b>	<b>\$7,504,402</b>



Community Engagement worked hard in the first quarter setting up annual partnerships, taking down Forest of Stories, onboarding a new Volunteer Services Manager, and hosting the popular Fairy Tale Balls.

While Community Engagement is comprised of six individual departments, the Division's work is closely tied together. Division staff support the major projects and events and often work as a larger team to make it all happen.

## Department Highlights

### Community Services and Partnerships

#### Partnership Highlights:

- Osher Lifelong Learning Institute (OLLI) partnered with DCL to offer four-week courses. This began in January and runs through the remainder of 2023. To date, attendance has totaled 209.
- AARP Tax-Aide partnership allows for seniors and low-income residents to have their taxes done for free with the help of AARP volunteers. DCL provided space at three locations. A total of 1,621 individuals were served.
- DCL is committed to supporting schools in our community. A couple of noteworthy partner activities were a mid-year school supply drive, focusing on teacher and classroom support, and sponsorship of the district's Unified Sports event, including a canned food drive at DCL locations to benefit the Parker Task Force.

### Events & Hospitality (E&H)

#### Birthday Parties:

YTD, 88 birthday parties have occurred and/or are booked for the near future. This year, we are looking at our busiest summer of parties.

Douglas County Libraries [📍](#)  
20105 Mainstreet, Parker, Colorado 80138

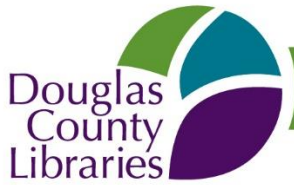


**Brianna Dunmore**  
★★★★★ 3 weeks ago



We had our daughter's 4th here and Frank was the BEST HOST EVER! The place was decorated beautifully, he had back to back activities for them and he was so engaging. Frank and his volunteers made our daughter's birthday party not only amazing but the talk of her friends parents. We couldn't have picked a better venue, better volunteers or a better host. We can't thank them enough and would highly recommend the library for a birthday party!

[👤 Reply](#)



#### Staffing Changes and Strategy:

After COVID, the E&H department began to experience higher turnover in part-time positions. To retain enough personnel to cover reservations, we worked with Human Resources to restructure the team.

The ability to hire more staff who work various positions that hold hours from variable part-time (19 hours or less), part-time (20-29 hours), and full-time (40 hours) helps to provide a more structured and standardized schedule for staff. This also offers flexibility in that if someone leaves, covering the vacancy is not as strenuous on staff because some of the positions can flex in the number of hours worked.

As the workload and reservations continue to increase for the E&H department, providing opportunity for higher level positions also became a goal to help with retention and growth opportunities among staff.

#### Marketing & Communications

##### Kids Sponsorship Campaign:

As of the end of the first quarter, we had invested 94% of the budget allotted to this project for 2023. Sponsorships provide DCL visibility via advertising in youth sports organizations, the Douglas County School District (DCSD), public sports venues, performing arts organizations, recreation centers, parks, visual arts organizations, and the DC Fair & Rodeo.

##### Highlights:

- This year we shifted some high school sponsorships from theater performances to gymnasium scoreboard sponsorships. The overall growth in impressions from this change is more than 7000%.
- We also added sponsorships of two Special Olympics Unified Sports events within DCSD.

##### Supporting Administration:

Approximately 10-12% of projects done in January-March were administrative in nature. Some of these projects included the 2022 DCL and DCLF Annual Reports, the DCL data guidebook, Staff Appreciation, and Human Resources support.

DCL enjoyed 20 media mentions, in 12 different outlets, January-March 2023. Some of the topics highlighted included Dolly Parton's Imagination Library (eight items), Mental Health/The Sammy Project (four items) and the new Castle Rock library and Lifelong Learning (two items each).

#### Special Events

##### Fairy Tale Ball:

This year's event was a huge success, with over 1,400 kids and parents attending the Robin Hood-themed events. Over the course of four weekends in February, DCL hosted four evening events at



Parker, Highlands Ranch, Castle Rock, and Lone Tree. Additionally, we hosted two afternoon events at Roxborough and Castle Pines at the beginning of March. Feedback was stellar, with attendees offering praise on the décor, activities, snacks, and entertainment.

#### Battle of the Books:

This continues to be a mission-focused staple of Douglas County Libraries. Nearly 1,000 students from 43 DCSD elementary schools participated in the seven-week competition, with 350 parents and onlookers attending the final District competition at the Schoolhouse Theatre in Parker.

#### Local Author Showcase:

We had 75 guests at the Local Author Showcase in Parker, featuring 11 authors. The authors' theme of the day was "follow your dreams." Almost all the authors spoke about that topic; two of them were 17 years old. We had two poetry books this time, one from KG Newman—aka Kyle Newman, the sportswriter for the *Denver Post*. They were grateful that Douglas County Libraries supports indie-published authors and hosts these showcases.

#### Visual Design, Arts & Archives

##### The Sammy Project:

The photography was displayed at four DCL locations, received media coverage, and was well-received. The Visual Arts team added special signage and graphics to enhance the exhibit.

##### Staff Updates:

The department hired a Collections and Exhibit Curator in December 2022. This position manages department projects, supports the archivists, and handles exhibit management. A new archivist filled a vacant position in February. She is a former employee who has returned to DCL to share her knowledge and expertise with our community. The team is working on strengthening relationships with the local historical societies and is in the process of creating outreach plans for schools, senior communities, and events.

##### Forest of Stories Preparation:

In 2023, we will add 30-plus more trees to the exhibit. The team is in the process of creating floor plans for each location, aiming for groupings of trees to create a "forest feel." Seven trees highlighting Douglas County history will also be added this year.

#### Volunteer Services

##### Materials Handling Pilot Project Summary:

Volunteer Services Coordinators and Materials Handling (MH) Supervisors created a plan to expand volunteerism in their department. The first phase of our launch was a two-branch pilot to gauge volunteer impact and MH workflow impact. Overall response to the pilot was very positive. Volunteers felt more engaged with staff and staff appreciated the extra support. We will be revising our plan over the summer and launching new MH volunteer roles in early fall.





#### A Volunteer Story:

A new volunteer recently started at Parker shelving holds. He was an Air Force pilot, then a commercial pilot until his retirement. He loves DCL and was so excited to be able to “give back to the library that has given him so much over the years.” He thanked us again for giving him this opportunity. This gentleman is 80 years old and has trouble walking, but he is so determined to do his part for our library. That demonstrates the impact that DCL has made on him and his family.

#### First Quarter:

In total, 548 volunteers donated 6,339 hours of time.

### **Douglas County Libraries Foundation**

#### Camp DCL:

The Foundation awarded 21 scholarships, valued at \$5,280, to Douglas County youth to attend 2023 summer camps.

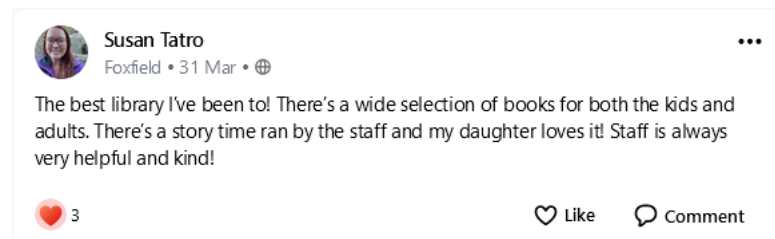
#### Fête des Fables:

The eighth annual Fête des Fables will be held on Friday, September 29, 2023, at the Highlands Ranch Mansion. Staff are currently seeking both event and silent auction sponsorships. For event details, please visit <https://dcl.org/fete-des-fables/>.

### **Customer Comments & Feedback**

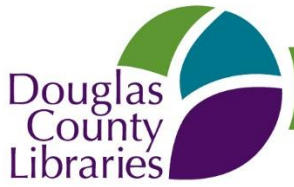
There are great events to encourage families to be mindful and deliberate about reading. The facilities are always clean and decorated for the season, and the library faculty have always been kind and supportive. – From April, NPS Survey

Stop remodeling every couple years! That is not being a good steward of taxpayer money. – April, NPS Survey



#### Email to Community Services and Partnerships Staff:

Thank you so much! This is amazingly helpful. I really appreciate you for providing such top notch customer service. To be honest, I wasn't expecting such a quick response and generous solution. We really truly appreciate your support of our school. I think Douglas County Libraries are the most impressive library system I have ever encountered in every way, shape, and form. I can't say thank you enough.



Sincerely,  
Valerie Jones

Douglas County Libraries [📍](#)  
9292 South Ridgeline Boulevard, Highlands Ranch, Colorado 80129



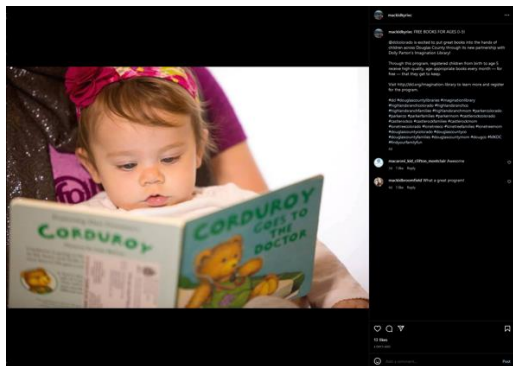
**Chelsea Hanson**

★★★★★ 4 weeks ago

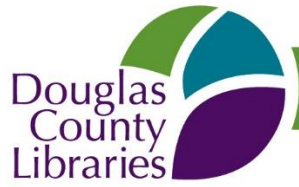
Wonderful library with great selection, especially ebooks. They were helpful in quickly arranging access to interloan materials for research. The first floor has always been a little loud with children and children's activities but the second floor is usually quiet with many places to sit. I love how accessible the materials are (especially digital) and the staff has always been helpful.

[👤 Reply](#)

### Media Mentions



<https://www.9news.com/video/news/local/next/next-with-kyle-clark/dougco-parents-try-to-ban-childrens-book-featuring-drag-queens/73-5601c952-0ef0-4399-95bc-e4feb13e840f>



Colorado Newslines: ['Drag queen' children's book draws objections during Douglas County library board meeting](#)

NewsBreak Denver: [Parents, community members argue over DougCo library content](#)

## 1<sup>st</sup> Quarter 2023

### Goal Progress

This year, the Customer Experience Division is continuing our work on efficient and effective operations and improving the customer experience, as well as providing new building transition support and leadership. Our progress in these areas so far includes:

- Launching an annual review process for all operational procedures. Supervisors throughout our division are working together to accomplish these regular reviews.
- Branch Services Supervisors and Manager have attended demonstrations of new scheduling software to determine if we can streamline this function.
- The Customer Experience department has drafted new Floor Expectations; a new set of expectations that elevates awareness for safety and meeting customer needs. The updated floor expectations utilize the Creative Action, Responsive Engagement (CARE) building blocks.
- The Customer Experience department successfully decentralized the call center, which was once located solely in Castle Rock. In the first quarter staff across the district were trained on operations and each branch was setup with the capability to conduct phone operations. This allows us to reduce wait times, spend more time on the phone with customers that have more intense needs, and staff the Castle Rock location more appropriately.
- We have hired new Materials Handling and Branch Services employees that were planned to help with increased traffic at the new Castle Rock library.
- Susie, CX Administrative Specialist and the Castle Rock Branch Leadership Team (supervisors) played a key role in determining our division's needs in the new building, and organizing our staff to work throughout the district during Castle Rock closure. This has allowed our division to hold off on hiring temporary employees for the summer, therefore saving those funds to respond to staffing needs in the fall if necessary.
- The Materials Handling department partnered with Volunteer Services to launch a pilot of MH Volunteer opportunities. The success of that pilot was reviewed, and we have plans to provide these opportunities at all locations once we are through the Castle Rock transition.

### Service Updates

- We learned much in Q1 about the intensity of operating courier services in-house. As a result, we have decided to hire a working supervisor for this service, and we will post that position in coming weeks.

- Q1 was very busy for storytime! The months of January and March both represented double-digit increases in attendance compared to the same months last year. We are pleased to have new Early Literacy Specialists who help plan and delivery storytimes, and their presence allows us to more flexibly respond when we have staff callouts or if we need to “double up” staff presence in larger storytime groups.
- Additional YFS services such as Battle of the Books and our STEM book clubs (pictured right) have also been well attended this year.



## Finance Division Report

Casie Cook

1st Quarter, 2023

The Finance Division had a busy start to the year, and is celebrating the following accomplishments:

### Highlights from Q1

- Onboarded new Director of Finance, Casie Cook
- Prepared 2023 Budget Amendment
- In collaboration with Community Engagement, compiled the Annual Report
- Completed the 2022 Audit – receiving a clean opinion
- Held team brainstorming sessions centered around practicing and modeling CARE (Creative Action, Responsive Engagement) and ONE DCL (exemplifying Douglas County Libraries Brand, Culture, and Values of welcoming to all, continual growth and authentic relationships). Ideas from these sessions have been incorporated into 2023 goals
- Updated accounting treatment of capital leases to follow new lease requirements
- In collaboration with Infrastructure Services, reviewed the current payroll process and provided recommendations on improvements
- Maintained payment schedule and reconciliation for New Castle Rock project
- Assisted with updating procedures related to expense reimbursement and hybrid work
- Analyzed credit card usage and recommended updates to limits and users, balancing the needs of employees to purchase items with risk mitigation
- Provided financial orientation to new Board Trustees

### Looking Ahead

The Finance Division will be preparing for the upcoming 2024 budget season, and will be especially focused on strategies to best respond to outside forces related to property tax revenues. Additionally, the team is spending considerable time identifying and implementing process efficiencies.

## Infrastructure Services Division Report

### 1st Quarter, 2023

Infrastructure Services (IS) is comprised of Collection Services, Facilities, Human Resources, IT, and Learning & Development. Our primary focus is supporting DCL staff, effectively and efficiently, making sure they have the technology, employee support and professional development they need to serve DCL's customers at a premium level.

### Q1 2023 Workplan Highlights and Accomplishments

#### Collection Services

- The Data Strategy strategic response team (lead by Collection Services Manager in conjunction with Business Services Supervisor, Community Services & Partnerships Manager, and Materials Handling Manager) completed DCL's Data Guidebook and provided a day-long training for DCL's Directors and Managers about the concepts in the guidebook. We partnered with two outside consultants on both deliverables. Once the Data Team is operational (Q2 2023), qualifying projects will work through the guidebook before starting any implementation or piloting. This process includes identifying target markets, articulating success measures, and analyzing the related data.
- In the month of March, 25,000 people checked out or placed a hold in OverDrive! That is the highest we've seen, even when compared to 2020 numbers.

#### Human Resources

- The HR team completed 2023 wage adjustments, including the annual adjustment, performance increases, and performance bonuses.
- HR is supporting the leadership development academy, the compensation structure project, and the Gallup employee engagement survey.
- HR has updated and published staff resources, including the 2023 DCL Employee Handbook, emergency procedures, and the Supervisor Handbook.

#### Information Technology

- IT continues to focus on connectivity for the New Castle Rock facility. POTS (or Plain Old Telephone Service) lines have been installed for elevator service. Coax lines have been installed for public computing. IT is working with IES Communications to deploy wireless access points and coordinate camera locations.
- The IT team closed 384 tickets in Q1.

#### Facilities

- Additional facilities shop space and district storage completed at the Park Street location. The Facilities department continues to evaluate DCL storage needs and make more efficient use of existing space.
- The Facilities team closed 345 tickets in Q1.

## Learning & Development

- L&D continues to work with HR in determining, organizing, and prioritizing the needs for a future leadership development academy. Once the needs analysis has been completed, L&D will work on streamlining the process for identifying LDA participants and finalizing the curriculum.
- The Safety and Security response team has aligned and integrated the work done with the Douglas County Sheriff's office around the Standard Response Protocol. This training is provided at multiple touchpoints for all staff. A personal safety training is scheduled for all of library leadership in April and a personal safety training video will be produced in-house for all staff. Moving forward this will be required training. These are just two pieces of a cohesive safety and security training plan over the course of the next couple years.

## Team Spotlight on Information Technology (IT)

The mission of the IT department is to provide reliable and innovative technology solutions that enable access to information and resources for our community. We strive to ensure that the library's technology infrastructure is secure, efficient, and user-friendly, and we are committed to staying current with emerging technologies and trends in the library industry. Our team is dedicated to supporting DCL's vision to elevate our community by inspiring a love of reading, discovery and connection. We collaborate with library staff and stakeholders to identify and implement technology solutions that enhance our services and user experience.

Structure:

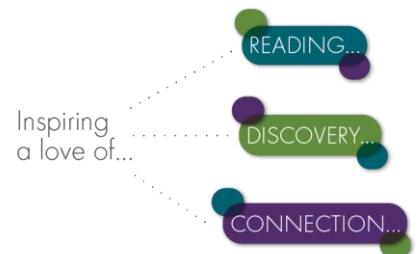
1 IT Manager / 1 Senior Infrastructure Engineer / 1 Junior Infrastructure Engineer / 1 Senior Software Engineer / 3 Technology Analysts

## 2023 Q2 IS Workplan Benchmarks

- Operationalizing the Data Team to support teams piloting new initiatives.
- Information Storage response team supporting the rollout of Record Retention Guidelines.
- New Building:
  - Collection Services – Purchasing additional physical materials for grand opening & starting to relocate the team
  - IT - connecting new building; turn off and test new fiber; configure technology infrastructure
  - Facilities - Work with all departments at the Castle Rock location to get everything successfully out of the old building and into the new before the demolition deadline.



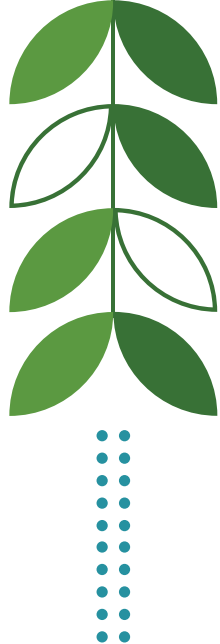
Item	Prepatory Work	Motion
Foundation Annual Report to the Library Board	Review for any questions or discussion.	<p>No board action required. Foundation bylaws requirement to provide library board with:</p> <ol style="list-style-type: none"> <li>1. A written notice of the type and amount of support provided to the District during the taxable year preceding the year of the notice;</li> <li>2. A copy of the Foundation's filed Form 990 or 990 EZ; and,</li> <li>3. Governing documents amended during the previous period: None</li> </ol>





Douglas  
County  
Libraries  
Foundation

..... 2022 YEAR IN REVIEW



## Foundation Board

2023

Elaine McCain  
CHAIR

Linda Boyle  
VICE CHAIR

Laureen Boll

Rochelle Logan

Shelly Humphreys

Krystie Baker

Dawn Vaughn

Ron Cole

Louise Wood

Jessica Kallweit



Dear Friends,

While still recovering from the impacts of a global pandemic in 2022, the Douglas County Libraries Foundation (DCLF) experienced a year of growth and reached several important milestones. Our many successes last year include surpassing fundraising goals, growing our endowment, and raising funds to help support families and children in our community through key library services and programs. All of these were made possible through the generosity and kindness of our donors.

2022 highlights include:

- Our most successful Colorado Gives Day and year-end giving campaigns to date, raising over \$106,000 and engaging more than 720 donors
- The largest donation in DCLF's history from a foundation, in the amount of \$200,000
- An October 2022 gala that surpassed fundraising goals and continues to be a cherished community event

Looking ahead to 2023 and beyond, we will continue to work toward building our endowment to ensure that our community enjoys premium library services and support far into the future. In addition, the Foundation will continue its support of library events, scholarships and community partnerships.

As with all DCLF work, it takes an incredible team to reach these milestones. I am thankful to our volunteers, donors and DCL staff for working together to build the Foundation and to inspire a love of reading, discovery and connection. And I am grateful to our board members and library trustees, who lead with dedication and passion for our vision. Their leadership continues to give us the momentum we need to grow the Foundation and support our community.

Thank you for working to provide premium library experiences for our community today, tomorrow and for years to come!

Regards,

Amber DeBerry  
EXECUTIVE DIRECTOR





## Fundraising Highlights

### Fête des Fables

We celebrated the classic story of Hansel & Gretel at our August family fête and October gala. The family fundraiser at DCL's Lone Tree location evoked a German Biergarten and gingerbread house; then we filled the Highlands Ranch Mansion to capacity (250 guests) for axe throwing, glam stations, classical music and much more, in a delightful evening deep in the woodcutter's forest. Together, the events raised nearly \$100,000 through sponsorships, ticket sales, auctions and the very popular stuffy and wine pulls.

### Colorado Gives Day

- Goal: \$50,000
- Total raised via Colorado Gives Day campaign (November 1-December 6): \$61,035
- Total year-end giving (November 1-December 31): \$106,500
- Number of donors: 636 (240 of which were first-time donors)

### T-Shirt Sales

In 2022, we sold two shirts to benefit DCLF: our Summer Reading T-shirt and a specially designed literary fox shirt. We sold and delivered 216/235 shirts, netting \$1,944.90.

### Scholarships

- 17 Camp DCL scholarships, totaling \$4,250
- 2 Career Online High School (COHS) scholarships, totaling \$2,500
- 38 individual GED test vouchers, totaling \$1,425

### Children's Hospital Colorado (CHCO)

In 2022, the Foundation donated hundreds of books to CHCO in support of two events. Coinciding with CHCO's annual telethon in February, we donated 530 books to be given to children staying in the hospital or coming in for treatment. In September, we fulfilled a second request for 200 books, supporting CHCO's participation in a worldwide Babies with Books read-a-thon, benefitting families with babies in the NICU.

### Operation Paperback

*Managed by DCL Volunteer Services*

- 417 books shipped
- 55 family recipients
- Most shipped within the U.S.; several international shipments as well

### Douglas County School

#### District Mental Health Team

We donated 25 copies of *One Trusted Adult: How to Build Strong Connections & Healthy Boundaries with Young People*, by Brooklyn Raney, to the mental health team at Douglas County School District. Through our donation, school mental health professionals will gain valuable insights for their work, as well as help other school district staff understand their importance in the lives of young people.

### SecondAct Women

In 2022, DCL formed a partnership with SecondAct Women, a business club by and for women ages 40+. In support of DCL's mental health strategy, we sponsored their September UnPlug Fall Retreat and Self-care Camp at our Highlands Ranch location, providing Events & Hospitality staff support, gifts for attendees, and 70 donated copies of *You are a Badass Every Day*, by Jen Sincero. It was a wonderful day for participants to reset, refuel and reconnect.

## Supporting the work of Douglas County Libraries

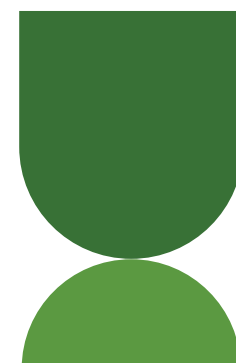
The Foundation grants money each year to Douglas County Libraries to support the incredible work of our libraries. With the help of these funds, DCL provides premium programming and services to more than 3.2 million in-person and online visitors annually. DCL offers an array of opportunities impacting youth, families and adults in Douglas County. DCL delivers gift bags to new moms and newborns in Douglas County hospitals, beginning a lifelong journey with each family. In 2022, we made 4,100 gifts, strengthening our ties to both families and partner hospitals. As children and families grow, so does our support:

- More than 111,000 people attended Storytime in 2022.
- We partnered with the Douglas County School District and supported students through school ID access to digital resources, book-themed arts-in-education assemblies, and trivia bowl competitions based on books.
- Last summer, kids, teens and adults participating in our Summer Reading program read for 8,689,202 minutes. Through myriad book clubs, lifelong learning events and outreach, DCL provides opportunities for everyone, stretching beyond our walls to deliver vital services.

A highlight of 2022 was our new exhibit, Forest of Stories, 120 book-inspired trees installed throughout DCL's seven branches and displayed for seven weeks. Forest of Stories offered a free cultural experience, bringing shared enjoyment and wonder to the entire Douglas County Libraries community.

**“Further evidence of the magic of libraries! Our local library @DCLcolorado just put up some amazing literature-themed trees, including Austen, Dickens, Wells and more. Love it!”**

DCL CUSTOMER  
PAUL W., VIA TWITTER





## Other Noteworthy Activity

### Endowment

In the first full year of our endowment's existence, its value grew by over \$61,000. DCLF approved a transfer of \$50,000 to the endowment, and we received a matching grant of \$10,000 from Rose Community Foundation for participation in its endowment cohort training. In addition, we celebrated two individual donations totaling \$1,075, that were restricted for the endowment. The fund's current total is \$108,887.

### Volunteer Services Contributions

In addition to monetary donors, DCL is very fortunate to have a wonderful volunteer program, wherein individuals donate their time to support the vision of DCL and directly impact money earned for DCLF through our physical and online bookstores.

- 1,342 unique volunteers
- 24,703 hours donated to DCL
- Second Chapter Bookstore sale revenue: \$85,473.33
- Online book sales: 678 units, \$7,967.97

### Amazon Smile

*Note: Amazon discontinued this program effective February, 2023.*

- 210 customers
- \$800.08
- Approximately 250 purchases supported DCLF each month

### King Soopers

- 125 households
- \$5,166.86



# Recognizing Donors

Thank you to all our donors!

While we only list individual donors at \$1,000 and above in this report, DCLF acknowledges and appreciates support from all our donors at all levels. We are grateful for our more than 600 donors and supporters.



## 2022 Supporters, \$5,000+



## 2022 Corporate, Community, Grants & Foundations Supporters

- |   |  |                                    |                            |
|---|--|------------------------------------|----------------------------|
| Aloha Fund                                | Deborah A. Johns Trust                     | Northwest Douglas County EDC       | US Foods                   |
| Amazon                                    | Direct Edge                                | OPN Architects                     | Visa                       |
| Artisan Pizza Co.                         | Drywall Partitions Inc.                    | OverDrive                          | Walmart                    |
| Avient                                    | Eileen's Colossal Cookies                  | P3 Advisors – Miller's Landing LLC | Walsh Giving Fund          |
| Backyard Bakeries                         | Enstrom Toffee & Confectionery             | Patsy's Candies                    | Wellhaven Pet Health, Inc. |
| Bellco Credit Union                       | Ewing Family Foundation                    | PBJ Reece Charitable Fund          | Wellspring Bakery          |
| Benevity Community Impact Fund            | Fidelity Charitable                        | Perry Park Book Club               | Western Union Foundation   |
| Boeing                                    | Findaway World LLC                         | Pilot Club of Lubbock              | Westerra Credit Union      |
| Brainfuse                                 | FirstBank                                  | Print Partners                     |                            |
| Castle Rock Colorado Genealogical Society | Fransen Pittman                            | Pulte Group                        |                            |
| Castle Rock High Noon Rotary Foundation   | Google                                     | Resource Colorado Inc.             |                            |
| Charles Schwab                            | Hope's Promise                             | RidgeGate Investments Inc.         |                            |
| Cherry Creek Valley Rotary Club of Parker | Illinois Tool Works (ITW)                  | Rose Community Foundation          |                            |
| City of Castle Pines                      | Jocksmith Family Foundation                | Rotary Club of Castle Rock         |                            |
| Cockrel Ela Glesne Greher & Ruhland, P.C. | Johns Manville                             | Rotary Club of Parker              |                            |
| Colgate Palmolive                         | Kaiser Permanente                          | S&P Global Foundation              |                            |
| Comcast                                   | Kiwanis Clubs of Castle Rock               | Schwab Charitable                  |                            |
| CORE Electric Cooperative                 | Kristensen & Friedlander Charitable Giving | Sjostrom Family Fund               |                            |
| Cornzapoppin                              | Kroger                                     | Sparkles Bakery                    |                            |
| Craig Troyer & Lilly Christie Fund        | Liberty Media Corporation                  | Sweet Caroline Confections         |                            |
| De Jesus Family Charitable Fund           | Lively Productions                         | Tart and Soul Bakery               |                            |
|   | Midwest Tapes                              | The Board                          |                            |
|   | Mountain Aire Mechanical                   | Trane Technologies                 |                            |
|   |  | United Healthcare                  |                            |



## 2022 Individual Donors, \$1,000+

- |                          |                           |                  |
|--------------------------|---------------------------|------------------|
| Daniel Danser            | John Swygert              | Sarah Howe       |
| David Johnson            | Larry Kuhn                | Shelly Humphreys |
| Ed Struzeki              | Linda Boyle & Barry Wolfe | Sue Reynolds     |
| Elaine McCain            | Marlena Zimmerman         | Terry Nolan      |
| Jeff Stotler             | Melanie & Sean Tafaro     | Todd Perkins     |
| Jill Halvorsen           | Richard & Joanne Akeroyd  |                  |
| Johanna & Rowland Harden | Sameria Baird             |                  |

Form 990

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

2022

Open to Public Inspection

Department of the Treasury Internal Revenue Service

Form 990 header section including organization name (DOUGLAS COUNTY LIBRARY FOUNDATION), EIN (84-1207775), and principal officer (AMBER DEBERRY).

Part I Summary

Summary table with columns for Revenue, Expenses, and Net Assets or Fund Balances. Rows include mission statement, revenue breakdown, and total assets.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature block form with fields for officer signature (AMBER DEBERRY), date, and preparer information.

May the IRS discuss this return with the preparer shown above? See instructions. [ ] Yes [X] No



**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

**1** Briefly describe the organization's mission:  
THE DOUGLAS COUNTY LIBRARIES FOUNDATION'S SOLE PURPOSE IS TO SUPPORT DOUGLAS COUNTY LIBRARIES (THE LIBRARY) BY FUNDING OPPORTUNITIES AND PROVIDING SERVICES ABOVE AND BEYOND THE LIBRARY'S NORMAL OPERATING BUDGET.

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No  
If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No  
If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

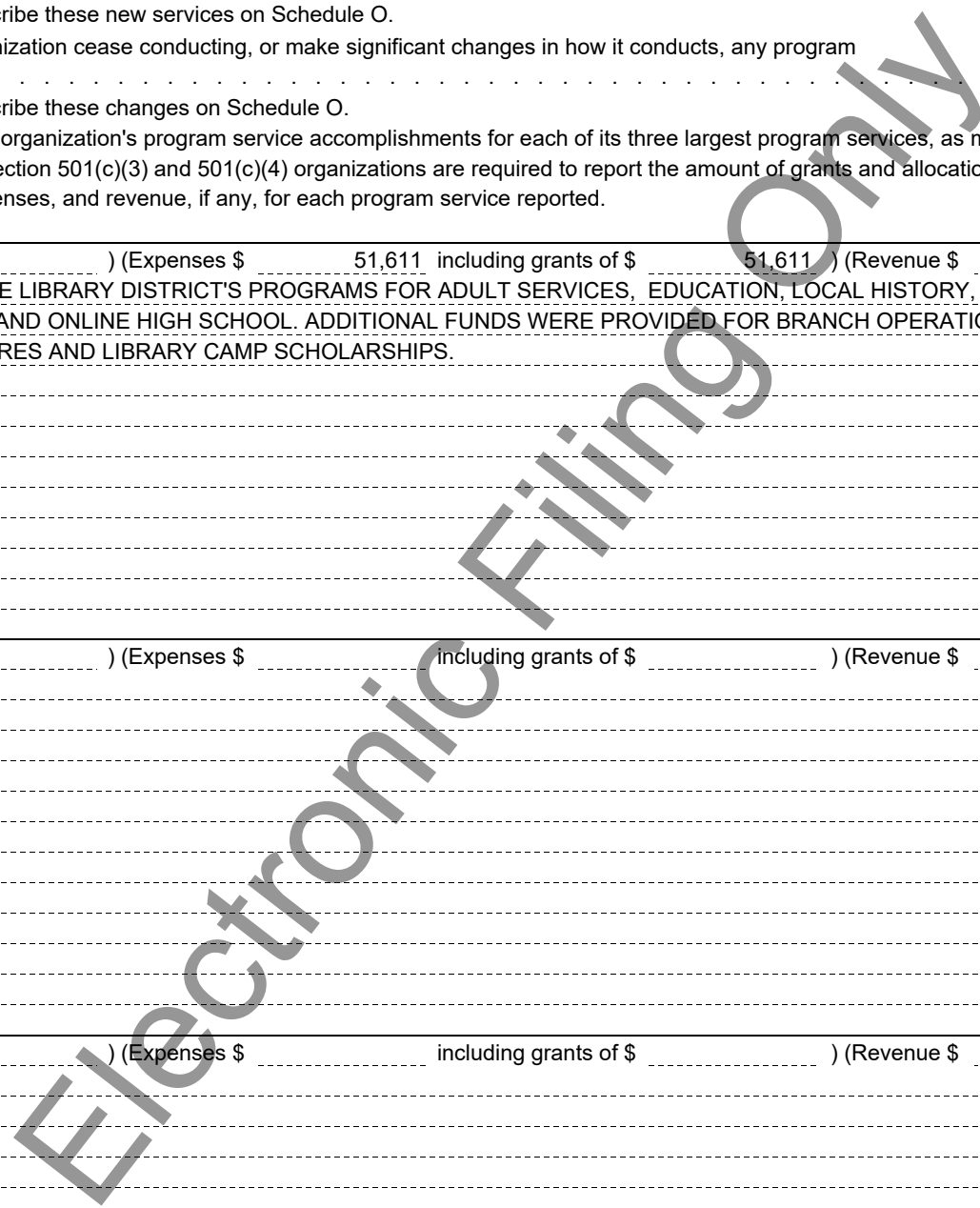
**4a** (Code: ) (Expenses \$ 51,611 including grants of \$ 51,611 ) (Revenue \$ )  
FUNDED THE LIBRARY DISTRICT'S PROGRAMS FOR ADULT SERVICES, EDUCATION, LOCAL HISTORY, VOLUNTEER SERVICES, AND ONLINE HIGH SCHOOL. ADDITIONAL FUNDS WERE PROVIDED FOR BRANCH OPERATIONS CAPITAL EXPENDITURES AND LIBRARY CAMP SCHOLARSHIPS.

**4b** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4c** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4d** Other program services (Describe on Schedule O.)  
(Expenses \$ 0 including grants of \$ 0 ) (Revenue \$ 0 )

**4e** Total program service expenses 51,611



**Part IV Checklist of Required Schedules**

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A.</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions.	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I.</i>		X
4 <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II.</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? <i>If "Yes," complete Schedule C, Part III.</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I.</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II.</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III.</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV.</i>		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? <i>If "Yes," complete Schedule D, Part V.</i>		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI.</i>		X
b Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII.</i>		X
c Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII.</i>		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX.</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X.</i>	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X.</i>		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII.</i>		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional.</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E.</i>		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV.</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV.</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV.</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I.</i> See instructions.	X	
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II.</i>	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III.</i>		X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H.</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II.</i>	X	

**Part IV Checklist of Required Schedules (continued)**

		Yes	No
22	Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III.</i>		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J.</i>		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a.</i>		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a	<b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I.</i>		X
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I.</i>		X
26	Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II.</i>		X
27	Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III.</i>		X
28	Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a	A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV.</i>		X
b	A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV.</i>		X
c	A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? <i>If "Yes," complete Schedule L, Part IV.</i>		X
29	Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M.</i>		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M.</i>		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I.</i>		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II.</i>		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I.</i>		X
34	Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1.</i>	X	
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2.</i>		
36	<b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2.</i>	X	
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI.</i>		X
38	Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? <b>Note:</b> All Form 990 filers are required to complete Schedule O.	X	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V.

		Yes	No
1a	Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable.		
b	Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable.		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	

<b>Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)</b>		Yes	No		
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return . . . . .	<b>2a</b>	0		
<b>b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? . . . . .	<b>2b</b>			
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year? . . . . .	<b>3a</b>			X
<b>b</b>	If "Yes," has it filed a Form 990-T for this year? <i>If "No" to line 3b, provide an explanation on Schedule O.</i> . . . . .	<b>3b</b>			
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? . . . . .	<b>4a</b>			X
<b>b</b>	If "Yes," enter the name of the foreign country _____ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).				
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? . . . . .	<b>5a</b>			X
<b>b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? . . . . .	<b>5b</b>			X
<b>c</b>	If "Yes" to line 5a or 5b, did the organization file Form 8886-T? . . . . .	<b>5c</b>			
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? . . . . .	<b>6a</b>			X
<b>b</b>	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? . . . . .	<b>6b</b>			
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>				
<b>a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? . . . . .	<b>7a</b>	X		
<b>b</b>	If "Yes," did the organization notify the donor of the value of the goods or services provided? . . . . .	<b>7b</b>	X		
<b>c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? . . . . .	<b>7c</b>			X
<b>d</b>	If "Yes," indicate the number of Forms 8282 filed during the year . . . . .	<b>7d</b>			
<b>e</b>	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? . . . . .	<b>7e</b>			X
<b>f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? . . . . .	<b>7f</b>			X
<b>g</b>	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? . . . . .	<b>7g</b>			
<b>h</b>	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? . . . . .	<b>7h</b>			
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? . . . . .	<b>8</b>			
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>				
<b>a</b>	Did the sponsoring organization make any taxable distributions under section 4966? . . . . .	<b>9a</b>			
<b>b</b>	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? . . . . .	<b>9b</b>			
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:				
<b>a</b>	Initiation fees and capital contributions included on Part VIII, line 12 . . . . .	<b>10a</b>			
<b>b</b>	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities . . . . .	<b>10b</b>			
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:				
<b>a</b>	Gross income from members or shareholders . . . . .	<b>11a</b>			
<b>b</b>	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.) . . . . .	<b>11b</b>			
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041? . . . . .	<b>12a</b>			
<b>b</b>	If "Yes," enter the amount of tax-exempt interest received or accrued during the year . . . . .	<b>12b</b>			
<b>13</b>	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>				
<b>a</b>	Is the organization licensed to issue qualified health plans in more than one state? . . . . . <b>Note:</b> See the instructions for additional information the organization must report on Schedule O.	<b>13a</b>			
<b>b</b>	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans . . . . .	<b>13b</b>			
<b>c</b>	Enter the amount of reserves on hand . . . . .	<b>13c</b>			
<b>14a</b>	Did the organization receive any payments for indoor tanning services during the tax year? . . . . .	<b>14a</b>			X
<b>b</b>	If "Yes," has it filed a Form 720 to report these payments? <i>If "No," provide an explanation on Schedule O.</i> . . . . .	<b>14b</b>			
<b>15</b>	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? . . . . . If "Yes," see the instructions and file Form 4720, Schedule N.	<b>15</b>			X
<b>16</b>	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? . . . . . If "Yes," complete Form 4720, Schedule O.	<b>16</b>			X
<b>17</b>	<b>Section 501(c)(21) organizations.</b> Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953? If "Yes," complete Form 6069.	<b>17</b>			



Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions. Check if Schedule O contains a response or note to any line in this Part VI. [X]

Section A. Governing Body and Management

Table with columns for line number, description, and Yes/No checkboxes. Includes questions 1a through 9 regarding governing body members, relationships, and documentation.

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with columns for line number, description, and Yes/No checkboxes. Includes questions 10a through 16b regarding local chapters, policies, conflict of interest, whistleblower, and compensation.

Section C. Disclosure

Table with questions 17 through 20 regarding state filing requirements, public inspection of forms, and disclosure of governing documents and records.

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII . . . . .

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) DAVE ANDERSON ----- TREASURER	1.00 40.00			X				133,203		
(2) AMBER DEBERRY ----- EXECUTIVE DIRECTOR	1.00 40.00			X				117,321		
(3) PATTI OWEN-DELAY ----- SECRETARY	1.00 40.00			X				73,908		
(4) SHELLY HUMPHREYS ----- DIRECTOR	1.00 0.00	X								
(5) LAUREEN BOLL ----- DIRECTOR	1.00 0.00	X								
(6) LINDA BOYLE ----- VICE CHAIR	1.00 0.00	X								
(7) KRYSTIE BAKER ----- DIRECTOR	1.00 0.00	X								
(8) ROCHELLE LOGAN ----- DIRECTOR	1.00 0.00	X								
(9) ELAINE MCCAIN ----- CHAIR	1.00 0.00	X								
(10) DAWN VAUGHN ----- DIRECTOR	1.00 0.00	X								
(11) -----										
(12) -----										
(13) -----										
(14) -----										

**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15)										
(16)										
(17)										
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
<b>1b Subtotal</b>							0	324,432	0	
<b>c Total from continuation sheets to Part VII, Section A</b>							0	0	0	
<b>d Total (add lines 1b and 1c)</b>							0	324,432	0	

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 2

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual.</i>		X
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual.</i>		X
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person.</i>		X

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
		0
		0
		0
		0
		0

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII.

				(A)	(B)	(C)	(D)	
				Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants and Other Similar Amounts	<b>1a</b>	Federated campaigns . . . . .	<b>1a</b>	0				
	<b>b</b>	Membership dues . . . . .	<b>1b</b>	0				
	<b>c</b>	Fundraising events . . . . .	<b>1c</b>	0				
	<b>d</b>	Related organizations . . . . .	<b>1d</b>	0				
	<b>e</b>	Government grants (contributions) . . . . .	<b>1e</b>	0				
	<b>f</b>	All other contributions, gifts, grants, and similar amounts not included above . . . . .	<b>1f</b>	361,994				
	<b>g</b>	Noncash contributions included in lines 1a-1f . . . . .	<b>1g</b>	\$ 0				
	<b>h</b>	<b>Total.</b> Add lines 1a-1f . . . . .			361,994			
Program Service Revenue	<b>2a</b>	BOOK SALES . . . . .	Business Code	453310	89,119	89,119		
	<b>b</b>	-----			0			
	<b>c</b>	-----			0			
	<b>d</b>	-----			0			
	<b>e</b>	-----			0			
	<b>f</b>	All other program service revenue . . . . .			0			
	<b>g</b>	<b>Total.</b> Add lines 2a-2f . . . . .			89,119			
Other Revenue	<b>3</b>	Investment income (including dividends, interest, and other similar amounts) . . . . .			49,986	49,986		
	<b>4</b>	Income from investment of tax-exempt bond proceeds . . . . .			0			
	<b>5</b>	Royalties . . . . .			0			
	<b>6a</b>	Gross rents . . . . .	(i) Real	(ii) Personal				
			<b>6a</b>					
			<b>6b</b>					
	<b>b</b>	Less: rental expenses . . . . .	<b>6b</b>					
	<b>c</b>	Rental income or (loss) . . . . .	<b>6c</b>	0	0			
	<b>d</b>	Net rental income or (loss) . . . . .			0			
	<b>7a</b>	Gross amount from sales of assets other than inventory . . . . .	(i) Securities	(ii) Other				
			<b>7a</b>		0	0		
			<b>7b</b>		0	0		
	<b>b</b>	Less: cost or other basis and sales expenses . . . . .	<b>7b</b>	0	0			
	<b>c</b>	Gain or (loss) . . . . .	<b>7c</b>	0	0			
	<b>d</b>	Net gain or (loss) . . . . .			0			
<b>8a</b>	Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18 . . . . .							
		<b>8a</b>		98,776				
		<b>8b</b>		62,576				
<b>c</b>	Net income or (loss) from fundraising events . . . . .			36,200				
<b>9a</b>	Gross income from gaming activities. See Part IV, line 19 . . . . .							
		<b>9a</b>		0				
		<b>9b</b>		0				
<b>c</b>	Net income or (loss) from gaming activities . . . . .			0				
<b>10a</b>	Gross sales of inventory, less returns and allowances . . . . .							
		<b>10a</b>		0				
		<b>10b</b>		0				
<b>c</b>	Net income or (loss) from sales of inventory . . . . .			0				
Miscellaneous Revenue	<b>11a</b>	-----	Business Code		0			
	<b>b</b>	-----			0			
	<b>c</b>	-----			0			
	<b>d</b>	All other revenue . . . . .			0			
	<b>e</b>	<b>Total.</b> Add lines 11a-11d . . . . .			0			
<b>12</b>	<b>Total revenue.</b> See instructions . . . . .			537,299	139,105	0	0	



**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

<b>Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.</b>		(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1	Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 . . . . .	51,611	51,611		
2	Grants and other assistance to domestic individuals. See Part IV, line 22 . . . . .	0			
3	Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 . . . . .	0			
4	Benefits paid to or for members . . . . .	0			
5	Compensation of current officers, directors, trustees, and key employees . . . . .	0		0	
6	Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . . .	0			
7	Other salaries and wages . . . . .	0			
8	Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) . . . . .	0			
9	Other employee benefits . . . . .	0			
10	Payroll taxes . . . . .	0			
11	Fees for services (nonemployees):				
a	Management . . . . .	16,920		16,920	
b	Legal . . . . .	0			
c	Accounting . . . . .	0			
d	Lobbying . . . . .	0			
e	Professional fundraising services. See Part IV, line 17 . . . . .	0			
f	Investment management fees . . . . .	7,151		7,151	
g	Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.) . . . . .	0		0	
12	Advertising and promotion . . . . .	0			
13	Office expenses . . . . .	14,402		14,402	
14	Information technology . . . . .	0			
15	Royalties . . . . .	0			
16	Occupancy . . . . .	0			
17	Travel . . . . .	0			
18	Payments of travel or entertainment expenses for any federal, state, or local public officials . . . . .	0			
19	Conferences, conventions, and meetings . . . . .	0			
20	Interest . . . . .	0			
21	Payments to affiliates . . . . .	0			
22	Depreciation, depletion, and amortization . . . . .	0	0	0	0
23	Insurance . . . . .	0			
24	Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a	-----	0			
b	-----	0			
c	-----	0			
d	-----	0			
e	All other expenses -----	0			
25	<b>Total functional expenses.</b> Add lines 1 through 24e . . . . .	90,084	51,611	38,473	0
26	<b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720) . . . . .				

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X.

		(A) Beginning of year		(B) End of year
<b>Assets</b>	<b>1</b> Cash—non-interest-bearing . . . . .	184,474	<b>1</b>	335,548
	<b>2</b> Savings and temporary cash investments . . . . .	0	<b>2</b>	
	<b>3</b> Pledges and grants receivable, net . . . . .	0	<b>3</b>	0
	<b>4</b> Accounts receivable, net . . . . .	0	<b>4</b>	0
	<b>5</b> Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .	0	<b>5</b>	
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)	0	<b>6</b>	
	<b>7</b> Notes and loans receivable, net . . . . .	0	<b>7</b>	0
	<b>8</b> Inventories for sale or use . . . . .	0	<b>8</b>	
	<b>9</b> Prepaid expenses and deferred charges . . . . .	3,100	<b>9</b>	7,700
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	<b>10a</b> 0		
	<b>b</b> Less: accumulated depreciation . . . . .	<b>10b</b> 0	<b>10c</b>	0
	<b>11</b> Investments—publicly traded securities . . . . .	1,362,797	<b>11</b>	1,407,301
	<b>12</b> Investments—other securities. See Part IV, line 11 . . . . .	0	<b>12</b>	0
	<b>13</b> Investments—program-related. See Part IV, line 11 . . . . .	0	<b>13</b>	0
	<b>14</b> Intangible assets . . . . .	0	<b>14</b>	0
	<b>15</b> Other assets. See Part IV, line 11 . . . . .	0	<b>15</b>	0
<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 33) . . . . .	1,550,371	<b>16</b>	1,750,549	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses . . . . .	0	<b>17</b>	
	<b>18</b> Grants payable . . . . .	0	<b>18</b>	
	<b>19</b> Deferred revenue . . . . .	0	<b>19</b>	
	<b>20</b> Tax-exempt bond liabilities . . . . .	0	<b>20</b>	
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D . . . . .	0	<b>21</b>	
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons . . . . .	0	<b>22</b>	
	<b>23</b> Secured mortgages and notes payable to unrelated third parties . . . . .	0	<b>23</b>	0
	<b>24</b> Unsecured notes and loans payable to unrelated third parties . . . . .	0	<b>24</b>	0
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17–24). Complete Part X of Schedule D . . . . .	121,531	<b>25</b>	128,825
	<b>26 Total liabilities.</b> Add lines 17 through 25 . . . . .	121,531	<b>26</b>	128,825
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 27, 28, 32, and 33.</b>			
	<b>27</b> Net assets without donor restrictions . . . . .	1,428,840	<b>27</b>	1,621,724
	<b>28</b> Net assets with donor restrictions . . . . .	0	<b>28</b>	
	<b>Organizations that do not follow FASB ASC 958, check here</b> <input type="checkbox"/> <b>and complete lines 29 through 33.</b>			
	<b>29</b> Capital stock or trust principal, or current funds . . . . .	0	<b>29</b>	
	<b>30</b> Paid-in or capital surplus, or land, building, or equipment fund . . . . .	0	<b>30</b>	
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds . . . . .	0	<b>31</b>	
	<b>32</b> Total net assets or fund balances . . . . .	1,428,840	<b>32</b>	1,621,724
<b>33</b> Total liabilities and net assets/fund balances . . . . .	1,550,371	<b>33</b>	1,750,549	

**Part XI Reconciliation of Net Assets**

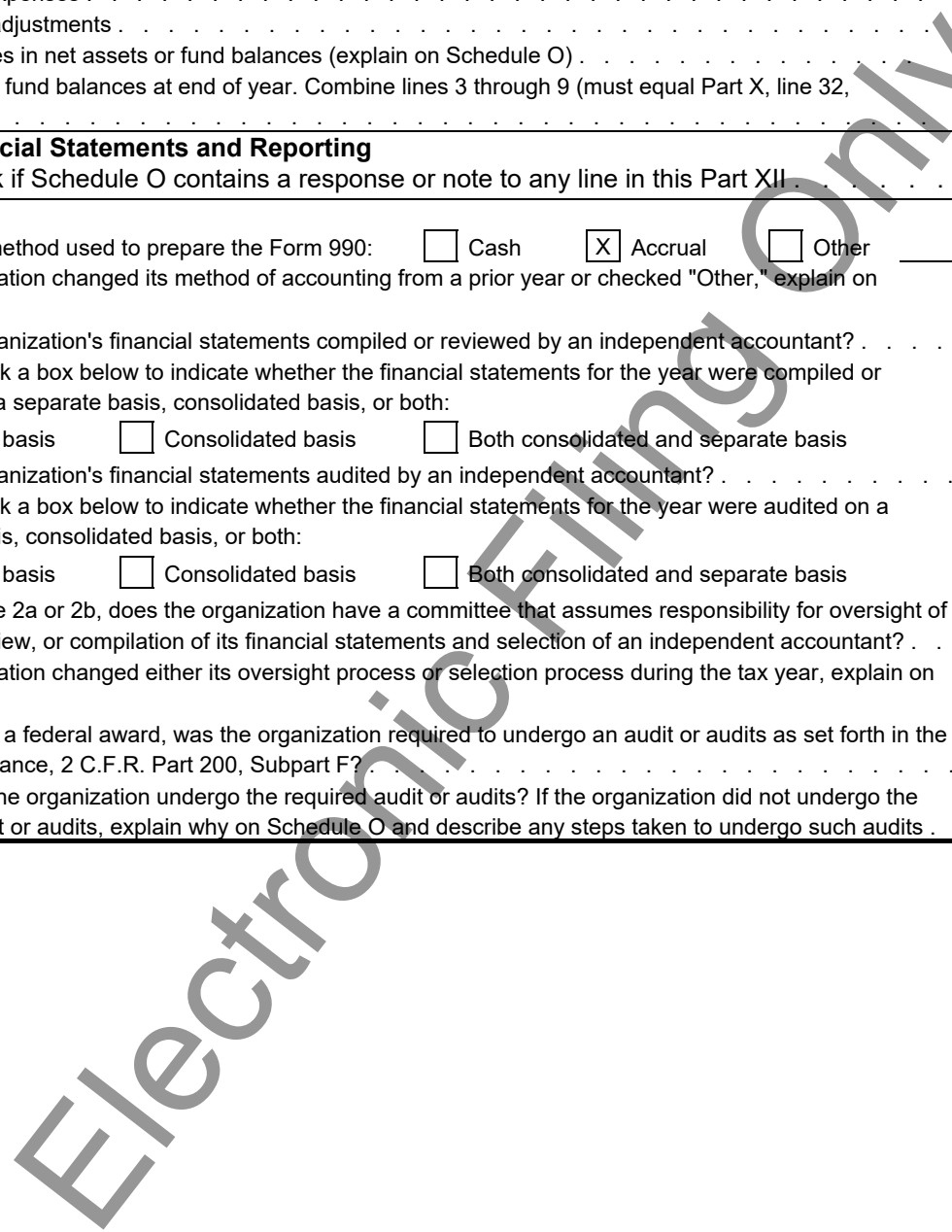
Check if Schedule O contains a response or note to any line in this Part XI

<b>1</b>	Total revenue (must equal Part VIII, column (A), line 12) . . . . .	<b>1</b>	537,299
<b>2</b>	Total expenses (must equal Part IX, column (A), line 25) . . . . .	<b>2</b>	90,084
<b>3</b>	Revenue less expenses. Subtract line 2 from line 1 . . . . .	<b>3</b>	447,215
<b>4</b>	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A)) . . . . .	<b>4</b>	1,428,840
<b>5</b>	Net unrealized gains (losses) on investments . . . . .	<b>5</b>	-254,331
<b>6</b>	Donated services and use of facilities . . . . .	<b>6</b>	
<b>7</b>	Investment expenses . . . . .	<b>7</b>	
<b>8</b>	Prior period adjustments . . . . .	<b>8</b>	
<b>9</b>	Other changes in net assets or fund balances (explain on Schedule O) . . . . .	<b>9</b>	
<b>10</b>	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B)) . . . . .	<b>10</b>	1,621,724

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
<b>1</b>	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
<b>2a</b>	Were the organization's financial statements compiled or reviewed by an independent accountant? . . . . . If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
<b>b</b>	Were the organization's financial statements audited by an independent accountant? . . . . . If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
<b>c</b>	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? . . . . . If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.		
<b>3a</b>	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F? . . . . .		X
<b>b</b>	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits . . . . .		



**SCHEDULE A  
(Form 990)**

**Public Charity Status and Public Support**

60 of 91  
OMB No. 1545-0047

**2022**

**Open to Public Inspection**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.  
**990 or Form 990-EZ.**

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Department of the Treasury  
Internal Revenue Service

Name of the organization DOUGLAS COUNTY LIBRARY FOUNDATION	Employer identification number 84-1207775
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**Part I Reason for Public Charity Status.** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2  A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9  An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10  An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations . . . . . 1

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A) DOUGLAS COUNTY LIBRARIES	84-1157718	6	X		51,611	
(B)						
(C)						
(D)						
(E)						
<b>Total</b>					51,611	0

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**  
(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .						0
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						0
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .						0
<b>4 Total.</b> Add lines 1 through 3 . . . . .	0	0	0	0	0	0
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . .						
<b>6 Public support.</b> Subtract line 5 from line 4						0

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>7</b> Amounts from line 4 . . . . .	0	0	0	0	0	0
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .						0
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .						0
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .						0
<b>11 Total support.</b> Add lines 7 through 10 . . . . .						0
<b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .					12	
<b>13 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . .						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2022 (line 6, column (f), divided by line 11, column (f)) . . . . .	<b>14</b>	0.00%
<b>15</b> Public support percentage from 2021 Schedule A, Part II, line 14 . . . . .	<b>15</b>	0.00%
<b>16a 33 1/3% support test—2022.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . .	<input type="checkbox"/>	
<b>b 33 1/3% support test—2021.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . .	<input type="checkbox"/>	
<b>17a 10%-facts-and-circumstances test—2022.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . .	<input type="checkbox"/>	
<b>b 10%-facts-and-circumstances test—2021.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . .	<input type="checkbox"/>	
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . .	<input type="checkbox"/>	

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.  
If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						0
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose . . . . .						0
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513 . . . . .						0
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .						0
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .						0
<b>6 Total.</b> Add lines 1 through 5 . . . . .	0	0	0	0	0	0
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . . . . .						0
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year . . . . .						0
<b>c</b> Add lines 7a and 7b . . . . .	0	0	0	0	0	0
<b>8 Public support</b> (Subtract line 7c from line 6.) . . . . .						0

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
<b>9</b> Amounts from line 6 . . . . .	0	0	0	0	0	0
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .						0
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . . .						0
<b>c</b> Add lines 10a and 10b . . . . .	0	0	0	0	0	0
<b>11</b> Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on . . . . .						0
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .						0
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . . .	0	0	0	0	0	0
<b>14 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . . <input type="checkbox"/>						

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2022 (line 8, column (f), divided by line 13, column (f)) . . . . .	<b>15</b>	0.00%
<b>16</b> Public support percentage from 2021 Schedule A, Part III, line 15 . . . . .	<b>16</b>	0.00%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2022 (line 10c, column (f), divided by line 13, column (f)) . . . . .	<b>17</b>	0.00%
<b>18</b> Investment income percentage from 2021 Schedule A, Part III, line 17 . . . . .	<b>18</b>	0.00%

- 19a 33 1/3% support tests—2022.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization . . . . .
- b 33 1/3% support tests—2021.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization . . . . .
- 20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . . .



**Part IV Supporting Organizations**

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

		Yes	No
1	Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>	X	
2	Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		X
3a	Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		X
b	Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c	Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a	Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		X
b	Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c	Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a	Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		X
b	<b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c	<b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
6	Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		X
7	Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		X
8	Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		X
9a	Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		X
b	Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		X
c	Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		X
10a	Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		X
b	Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

**Part IV Supporting Organizations (continued)**

		Yes	No
<b>11</b>	Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b>	A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		X
<b>b</b>	A family member of a person described on line 11a above?		X
<b>c</b>	A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in <b>Part VI</b> .		X

**Section B. Type I Supporting Organizations**

		Yes	No
<b>1</b>	Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in <b>Part VI</b> how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
<b>2</b>	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in <b>Part VI</b> how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

**Section C. Type II Supporting Organizations**

		Yes	No
<b>1</b>	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in <b>Part VI</b> how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

**Section D. All Type III Supporting Organizations**

		Yes	No
<b>1</b>	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	X	
<b>2</b>	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in <b>Part VI</b> how the organization maintained a close and continuous working relationship with the supported organization(s).		X
<b>3</b>	By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in <b>Part VI</b> the role the organization's supported organizations played in this regard.		X

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b>	Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
<b>a</b>	<input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.		
<b>b</b>	<input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.		
<b>c</b>	<input checked="" type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a governmental entity (see instructions).		
<b>2</b>	Activities Test. Answer lines 2a and 2b below.		
<b>a</b>	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in <b>Part VI</b> identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
<b>b</b>	Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in <b>Part VI</b> the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
<b>3</b>	Parent of Supported Organizations. Answer lines 3a and 3b below.		
<b>a</b>	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No," provide details in <b>Part VI</b> .		
<b>b</b>	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in <b>Part VI</b> the role played by the organization in this regard.		



**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain		
2	Recoveries of prior-year distributions		
3	Other gross income (see instructions)		
4	Add lines 1 through 3.	0	0
5	Depreciation and depletion		
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)		
7	Other expenses (see instructions)		
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	0	0
Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities		
b	Average monthly cash balances		
c	Fair market value of other non-exempt-use assets		
d	<b>Total</b> (add lines 1a, 1b, and 1c)	0	0
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets		
3	Subtract line 2 from line 1d.	0	0
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	0	0
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	0	0
6	Multiply line 5 by 0.035.	0	0
7	Recoveries of prior-year distributions	0	0
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	0	0
Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)		0
2	Enter 0.85 of line 1.		0
3	Minimum asset amount for prior year (from Section B, line 8, column A)		0
4	Enter greater of line 2 or line 3.		0
5	Income tax imposed in prior year		
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).		0
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)**

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required—provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	<b>Total annual distributions.</b> Add lines 1 through 6.	7 0
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2022 from Section C, line 6	9 0
10	Line 8 amount divided by line 9 amount	10 0.000

Section E - Distribution Allocations (see instructions)		(i) Excess Distributions	(ii) Underdistributions Pre-2022	(iii) Distributable Amount for 2022
1	Distributable amount for 2022 from Section C, line 6			0
2	Underdistributions, if any, for years prior to 2022 (reasonable cause required—explain in Part VI). See instructions.			
3	Excess distributions carryover, if any, to 2022			
a	From 2017 . . . . .	0		
b	From 2018 . . . . .	0		
c	From 2019 . . . . .	0		
d	From 2020 . . . . .	0		
e	From 2021 . . . . .	0		
f	<b>Total</b> of lines 3a through 3e	0		
g	Applied to underdistributions of prior years		0	
h	Applied to 2022 distributable amount			0
i	Carryover from 2017 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.	0		
4	Distributions for 2022 from Section D, line 7: \$ 0			
a	Applied to underdistributions of prior years		0	
b	Applied to 2022 distributable amount			0
c	Remainder. Subtract lines 4a and 4b from line 4.	0		
5	Remaining underdistributions for years prior to 2022, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		0	
6	Remaining underdistributions for 2022. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			0
7	<b>Excess distributions carryover to 2023.</b> Add lines 3j and 4c.	0		
8	Breakdown of line 7:			
a	Excess from 2018 . . . . .	0		
b	Excess from 2019 . . . . .	0		
c	Excess from 2020 . . . . .	0		
d	Excess from 2021 . . . . .	0		
e	Excess from 2022 . . . . .	0		

**Part VI**

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Electronic Filing Only

Department of the Treasury Internal Revenue Service

Attach to Form 990 or Form 990-PF. Go to www.irs.gov/Form990 for the latest information.

2022

Table with 2 columns: Name of the organization (DOUGLAS COUNTY LIBRARY FOUNDATION) and Employer identification number (84-1207775)

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

[X] 501(c)( 3 ) (enter number) organization

[ ] 4947(a)(1) nonexempt charitable trust not treated as a private foundation

[ ] 527 political organization

Form 990-PF

[ ] 501(c)(3) exempt private foundation

[ ] 4947(a)(1) nonexempt charitable trust treated as a private foundation

[ ] 501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

[X] For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

[ ] For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3 % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

[ ] For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions exclusively for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an exclusively religious, charitable, etc., purpose. Don't complete any of the parts unless the General Rule applies to this organization because it received nonexclusively religious, charitable, etc., contributions totaling \$5,000 or more during the year . . . . . \$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it must answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization <b>DOUGLAS COUNTY LIBRARY FOUNDATION</b>	Employer identification number 84-1207775
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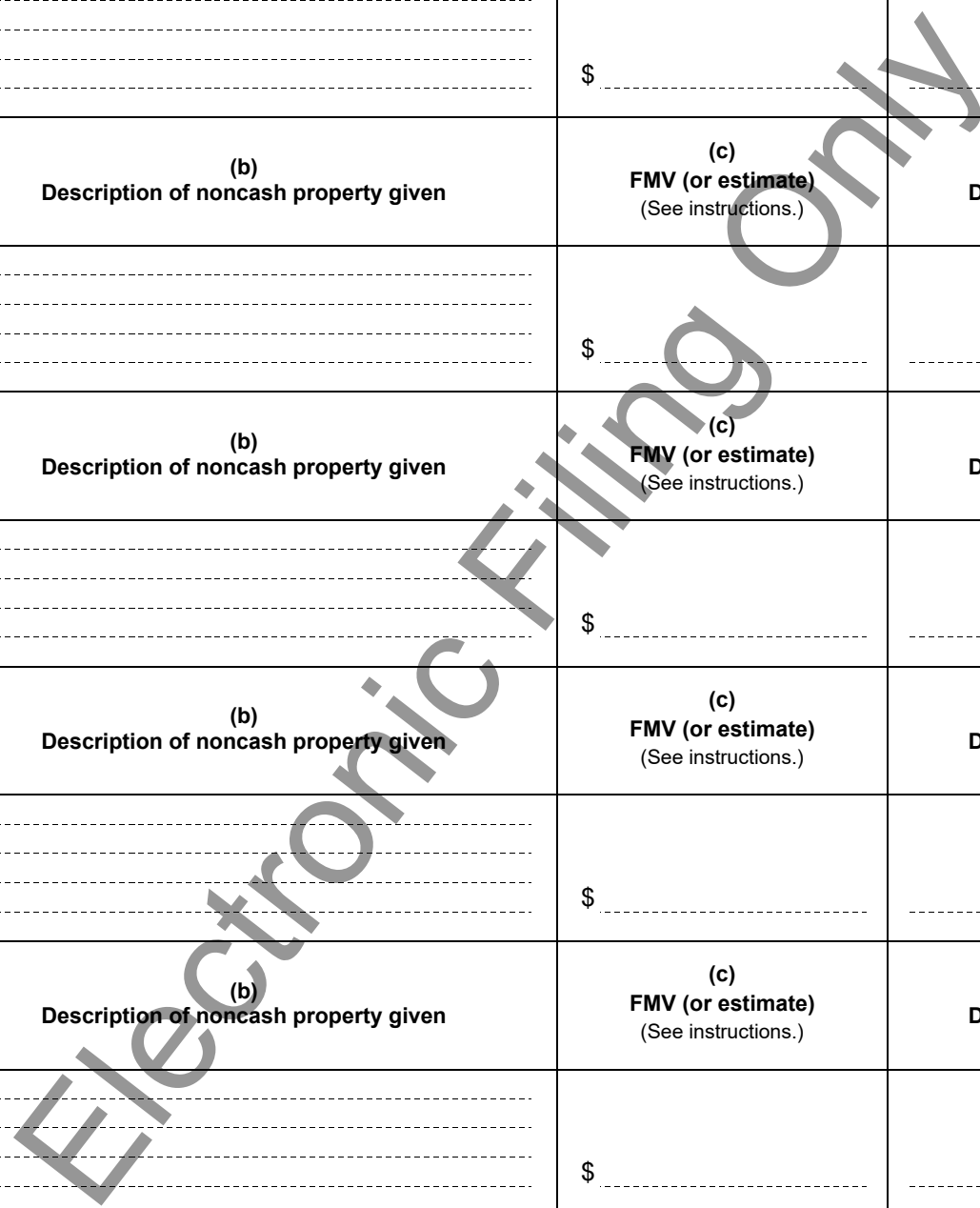
**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	ALOHA FUND ----- 806 HAYSTACK ROAD ----- CASTLE ROCK CO 80104 Foreign State or Province: _____ Foreign Country: _____	\$ 200,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	SHARON SJOSTROM ----- 8910 PURDUE RD SUITE 555 ----- INDIANAPOLIS IN 46268 Foreign State or Province: _____ Foreign Country: _____	\$ 7,100	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	ROWLAND AND JOHANNA HARDEN ----- 9202 E PIONEER DR ----- PARKER CO 80134 Foreign State or Province: _____ Foreign Country: _____	\$ 18,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- ----- Foreign State or Province: _____ Foreign Country: _____	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- ----- Foreign State or Province: _____ Foreign Country: _____	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
-----	----- ----- ----- Foreign State or Province: _____ Foreign Country: _____	\$ -----	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization DOUGLAS COUNTY LIBRARY FOUNDATION	Employer identification number 84-1207775
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**Part II** **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
	----- ----- -----	\$ -----	
	----- ----- -----	\$ -----	
	----- ----- -----	\$ -----	
	----- ----- -----	\$ -----	
	----- ----- -----	\$ -----	
	----- ----- -----	\$ -----	
	----- ----- -----	\$ -----	
	----- ----- -----	\$ -----	



Name of organization DOUGLAS COUNTY LIBRARY FOUNDATION	Employer identification number 84-1207775
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**Part III** Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.) \$ \_\_\_\_\_ 0

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
<b>(e) Transfer of gift</b>			
<b>Transferee's name, address, and ZIP + 4</b>		<b>Relationship of transferor to transferee</b>	
----- ----- ----- For. Prov.                      Country		----- ----- -----	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
<b>(e) Transfer of gift</b>			
<b>Transferee's name, address, and ZIP + 4</b>		<b>Relationship of transferor to transferee</b>	
----- ----- ----- For. Prov.                      Country		----- ----- -----	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
<b>(e) Transfer of gift</b>			
<b>Transferee's name, address, and ZIP + 4</b>		<b>Relationship of transferor to transferee</b>	
----- ----- ----- For. Prov.                      Country		----- ----- -----	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
<b>(e) Transfer of gift</b>			
<b>Transferee's name, address, and ZIP + 4</b>		<b>Relationship of transferor to transferee</b>	
----- ----- ----- For. Prov.                      Country		----- ----- -----	

SCHEDULE D (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

2022

Open to Public Inspection

Name of the organization: DOUGLAS COUNTY LIBRARY FOUNDATION; Employer identification number: 84-1207775

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 2 columns: (a) Donor advised funds, (b) Funds and other accounts. Rows 1-4 for values, rows 5-6 for Yes/No questions.

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Multiple choice and table questions regarding conservation easements, including a table for 'Held at the End of the Tax Year' with rows 2a-2d.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Questions 1a-2b regarding reporting of art and historical treasures, including dollar amounts.



**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)**

- 3** Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a**  Public exhibition
  - b**  Scholarly research
  - c**  Preservation for future generations
  - d**  Loan or exchange program
  - e**  Other .....
- 4** Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5** During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a** Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No
- b** If "Yes," explain the arrangement in Part XIII and complete the following table:
- |  | Amount |
|--|--------|
| <b>c</b> Beginning balance             | 0      |
| <b>d</b> Additions during the year     |        |
| <b>e</b> Distributions during the year |        |
| <b>f</b> Ending balance                | 0      |
- 2a** Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No
- b** If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

**Part V Endowment Funds.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
<b>1a</b> Beginning of year balance	0	0	0	0	0
<b>b</b> Contributions					
<b>c</b> Net investment earnings, gains, and losses					
<b>d</b> Grants or scholarships					
<b>e</b> Other expenditures for facilities and programs					
<b>f</b> Administrative expenses					
<b>g</b> End of year balance	0	0	0	0	0

- 2** Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a** Board designated or quasi-endowment \_\_\_\_\_ %
  - b** Permanent endowment \_\_\_\_\_ %
  - c** Term endowment \_\_\_\_\_ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a** Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- |                                    | Yes | No |
|------------------------------------|-----|----|
| <b>(i)</b> Unrelated organizations |     |    |
| <b>(ii)</b> Related organizations  |     |    |
- b** If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?
- 4** Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
<b>1a</b> Land	0	0		0
<b>b</b> Buildings	0	0	0	0
<b>c</b> Leasehold improvements	0	0	0	0
<b>d</b> Equipment	0	0	0	0
<b>e</b> Other	0	0	0	0

**Total.** Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.) 0

**Part VII Investments—Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives . . . . .	0	
(2) Closely held equity interests . . . . .	0	
(3) Other . . . . .		
(A) . . . . .		
(B) . . . . .		
(C) . . . . .		
(D) . . . . .		
(E) . . . . .		
(F) . . . . .		
(G) . . . . .		
(H) . . . . .		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 12.) . . . . .	0	

**Part VIII Investments—Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 13.) . . . . .	0	

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.) . . . . .	0

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	0
(2) INTERCOMPANY PAYABLE	128,825
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.) . . . . .	128,825

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII . . .



**Part XIII** Supplemental Information *(continued)*

Electronic Filing Only

**SCHEDULE G  
(Form 990)**

**Supplemental Information Regarding Fundraising or Gaming Activities**

Complete if the organization answered "Yes" on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.  
Attach to Form 990 or Form 990-EZ.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

**2022**

**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

Name of the organization

DOUGLAS COUNTY LIBRARY FOUNDATION

Employer identification number

84-1207775

**Part I Fundraising Activities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 17.  
Form 990-EZ filers are not required to complete this part.

- 1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.
  - a  Mail solicitations
  - b  Internet and email solicitations
  - c  Phone solicitations
  - d  In-person solicitations
  - e  Solicitation of non-government grants
  - f  Solicitation of government grants
  - g  Special fundraising events
- 2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services?  Yes  No
- b If "Yes," list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

	(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col. (i)	(vi) Amount paid to (or retained by) organization
			Yes	No			
1					0	0	0
2					0	0	0
3					0	0	0
4					0	0	0
5					0	0	0
6					0	0	0
7					0	0	0
8					0	0	0
9					0	0	0
10					0	0	0
<b>Total</b>					0	0	0

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

CO  
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**Part II Fundraising Events.** Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

Revenue		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events
		GALA (event type)	(event type)	NONE (total number)	(add col. (a) through col. (c))
Revenue	1	Gross receipts . . . . .	98,776	0	98,776
	2	Less: Contributions . . . . .		0	0
	3	Gross income (line 1 minus line 2) . . . . .	98,776	0	98,776
Direct Expenses	4	Cash prizes . . . . .		0	0
	5	Noncash prizes . . . . .		0	0
	6	Rent/facility costs . . . . .	3,500	0	3,500
	7	Food and beverages . . . . .	31,547	0	31,547
	8	Entertainment . . . . .	5,218	0	5,218
	9	Other direct expenses . . . . .	22,311	0	22,311
	10	Direct expense summary. Add lines 4 through 9 in column (d) . . . . .			( 62,576)
11	Net income summary. Subtract line 10 from line 3, column (d) . . . . .			36,200	

**Part III Gaming.** Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

Revenue		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))	
		1	Gross revenue . . . . .			
Direct Expenses	2	Cash prizes . . . . .				0
	3	Noncash prizes . . . . .				0
	4	Rent/facility costs . . . . .				0
	5	Other direct expenses . . . . .				0
	6	Volunteer labor . . . . .	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	
7	Direct expense summary. Add lines 2 through 5 in column (d) . . . . .				( 0)	
8	Net gaming income summary. Subtract line 7 from line 1, column (d) . . . . .				0	

9 Enter the state(s) in which the organization conducts gaming activities: \_\_\_\_\_

a Is the organization licensed to conduct gaming activities in each of these states? . . . . .  Yes  No

b If "No," explain: \_\_\_\_\_

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? . . . . .  Yes  No

b If "Yes," explain: \_\_\_\_\_





**SCHEDULE I  
(Form 990)**

**Grants and Other Assistance to Organizations,  
Governments, and Individuals in the United States**

80 of 91  
OMB No. 1545-0047

**2022**

**Open to Public  
Inspection**

Department of the Treasury  
Internal Revenue Service

Complete if the organization answered "Yes" on Form 990, Part IV, line 21 or 22.

Attach to Form 990.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

Name of the organization

DOUGLAS COUNTY LIBRARY FOUNDATION

Employer identification number

84-1207775

**Part I General Information on Grants and Assistance**

- 1** Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance?  Yes  No
- 2** Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States.

**Part II Grants and Other Assistance to Domestic Organizations and Domestic Governments.** Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

1 (a) Name and address of organization or government	(b) EIN	(c) IRC section (if applicable)	(d) Amount of cash grant	(e) Amount of non-cash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of noncash assistance	(h) Purpose of grant or assistance
(1) DOUGLAS COUNTY LIBRARIES 100 S WILCOX ST CASTLE ROCK, CO	84-1157718		51,611				GENERAL OPERATIONS, SCHOLARSHIPS
(2) -----							
(3) -----							
(4) -----							
(5) -----							
(6) -----							
(7) -----							
(8) -----							
(9) -----							
(10) -----							
(11) -----							
(12) -----							

- 2** Enter total number of section 501(c)(3) and government organizations listed in the line 1 table . . . . .
- 3** Enter total number of other organizations listed in the line 1 table . . . . . **1**

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule I (Form 990) 2022



**Compensation Information**

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees  
 Complete if the organization answered "Yes" on Form 990, Part IV, line 23.  
 Attach to Form 990.  
 Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

**2022**

**Open to Public Inspection**

Department of the Treasury  
 Internal Revenue Service

Name of the organization

DOUGLAS COUNTY LIBRARY FOUNDATION

Employer identification number

84-1207775

**Part I Questions Regarding Compensation**

**1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- |  |  |
|--|--|
| <input type="checkbox"/> First-class or charter travel             | <input type="checkbox"/> Housing allowance or residence for personal use   |
| <input type="checkbox"/> Travel for companions                     | <input type="checkbox"/> Payments for business use of personal residence   |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees     |
| <input type="checkbox"/> Discretionary spending account            | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

**b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain . . . . .

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a? . . . . .

**3** Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- |  |  |
|--|--|
| <input type="checkbox"/> Compensation committee              | <input type="checkbox"/> Written employment contract                     |
| <input type="checkbox"/> Independent compensation consultant | <input type="checkbox"/> Compensation survey or study                    |
| <input type="checkbox"/> Form 990 of other organizations     | <input type="checkbox"/> Approval by the board or compensation committee |

**4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment? . . . . .
- b** Participate in or receive payment from a supplemental nonqualified retirement plan? . . . . .
- c** Participate in or receive payment from an equity-based compensation arrangement? . . . . .
- If "Yes" to any of lines 4a–c, list the persons and provide the applicable amounts for each item in Part III.

**Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5–9.**

**5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization? . . . . .
- b** Any related organization? . . . . .
- If "Yes" on line 5a or 5b, describe in Part III.

**6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization? . . . . .
- b** Any related organization? . . . . .
- If "Yes" on line 6a or 6b, describe in Part III.

**7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III . . . . .

**8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III . . . . .

**9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)? . . . . .

	Yes	No
<b>1b</b>		
<b>2</b>		
<b>4a</b>		
<b>4b</b>		
<b>4c</b>		
<b>5a</b>		X
<b>5b</b>		X
<b>6a</b>		X
<b>6b</b>		X
<b>7</b>		X
<b>8</b>		X
<b>9</b>		

**Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

**Note:** The sum of columns (B)(i)–(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)–(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
1	(i)							
	(ii)							
2	(i)							
	(ii)							
3	(i)							
	(ii)							
4	(i)							
	(ii)							
5	(i)							
	(ii)							
6	(i)							
	(ii)							
7	(i)							
	(ii)							
8	(i)							
	(ii)							
9	(i)							
	(ii)							
10	(i)							
	(ii)							
11	(i)							
	(ii)							
12	(i)							
	(ii)							
13	(i)							
	(ii)							
14	(i)							
	(ii)							
15	(i)							
	(ii)							
16	(i)							
	(ii)							

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**SCHEDULE O  
(Form 990)**

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

Attach to Form 990 or Form 990-EZ.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

**2022**

**Open to Public  
Inspection**

Department of the Treasury  
Internal Revenue Service

Name of the organization

DOUGLAS COUNTY LIBRARY FOUNDATION

Employer identification number

84-1207775

Form 990, Part I, Line 1: BRING COMMUNITY AWARENESS AND APPRECIATION OF THE DOUGLAS COUNTY

LIBRARIES, AND TO SPONSOR PROGRAMS AND CONDUCT OTHER ACTIVITIES THAT WILL ENHANCE THE

LIBRARIES CONTRIBUTIONS TO EDUCATION AND CULTURE WITHIN THE COMMUNITY

Form 990, Part IV, Section B, Line 11b: THE ORGANIZATION'S PROCESS TO REVIEW FORM 990: THE

DIRECTOR OF FINANCE FOR THE DOUGLAS COUNTY LIBRARY PERFORMS THE DETAILED REVIEW OF THE RETURN.

THE EXECUTIVE DIRECTOR DOES A SUMMARY REVIEW PRIOR TO SIGNING THE RETURN.

Form 990, Part VI, Section B, Line 12c: THE BOARD OF DIRECTORS SIGN A CONFLICT OF INTEREST

STATEMENT AT APPOINTMENT. ANNUALLY THEY ARE ASKED TO VERIFY THAT THERE ARE NO CHANGES, IF

THERE ARE, THEY COMPLETE A NEW CONFLICT OF INTEREST STATEMENT. BOARD MEMBERS ARE ASKED AT EACH

BOARD MEETING IF THEY HAVE ANY CONFLICTS OF INTEREST REGARDING THE AGENDA MATTERS, IF SO, THEY

ARE ASKED TO RECUSE THEMSELVES AND RETURN TO THE MEETING AFTER THE DISCUSSION HAS ENDED.

Form 990, Part VI, Section C, Line 19: GOVERNING DOCUMENTS ARE AVAILABLE TO THE PUBLIC UPON

REQUEST.

Electronic Filing Only

Name of the organization

DOUGLAS COUNTY LIBRARY FOUNDATION

Employer identification number

84-1207775

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**SCHEDULE R  
(Form 990)**

**Related Organizations and Unrelated Partnerships**

87 of 91

OMB No. 1545-0047

**2022**

**Open to Public Inspection**

Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.

Attach to Form 990.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

Department of the Treasury  
Internal Revenue Service

Name of the organization  
DOUGLAS COUNTY LIBRARY FOUNDATION

Employer identification number  
84-1207775

**Part I Identification of Disregarded Entities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity
(1) -----					
(2) -----					
(3) -----					
(4) -----					
(5) -----					
(6) -----					

**Part II Identification of Related Tax-Exempt Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
(1) DOUGLAS COUNTY LIBRARIES 84-1157718 100 S WILCOX STREET CASTLE ROCK, CO 80104	PROVIDES LIBRARY SERVICES TO DOUGLAS COUNTY	CO			N/A		X
(2) -----							
(3) -----							
(4) -----							
(5) -----							
(6) -----							
(7) -----							

**Part III Identification of Related Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations?		(i) Code V—UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
							Yes	No		Yes	No	
(1) -----												
(2) -----												
(3) -----												
(4) -----												
(5) -----												
(6) -----												
(7) -----												

**Part IV Identification of Related Organizations Taxable as a Corporation or Trust.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 512(b)(13) controlled entity?	
								Yes	No
(1) -----									
(2) -----									
(3) -----									
(4) -----									
(5) -----									
(6) -----									
(7) -----									

**Part V Transactions With Related Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

**Note:** Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

	Yes	No
<b>1</b> During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II–IV?		
<b>a</b> Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity . . . . .		X
<b>b</b> Gift, grant, or capital contribution to related organization(s) . . . . .	X	
<b>c</b> Gift, grant, or capital contribution from related organization(s) . . . . .		X
<b>d</b> Loans or loan guarantees to or for related organization(s) . . . . .		X
<b>e</b> Loans or loan guarantees by related organization(s) . . . . .		X
<b>f</b> Dividends from related organization(s) . . . . .		X
<b>g</b> Sale of assets to related organization(s) . . . . .		X
<b>h</b> Purchase of assets from related organization(s) . . . . .		X
<b>i</b> Exchange of assets with related organization(s) . . . . .		X
<b>j</b> Lease of facilities, equipment, or other assets to related organization(s) . . . . .		X
<b>k</b> Lease of facilities, equipment, or other assets from related organization(s) . . . . .		X
<b>l</b> Performance of services or membership or fundraising solicitations for related organization(s) . . . . .		X
<b>m</b> Performance of services or membership or fundraising solicitations by related organization(s) . . . . .		X
<b>n</b> Sharing of facilities, equipment, mailing lists, or other assets with related organization(s) . . . . .		X
<b>o</b> Sharing of paid employees with related organization(s) . . . . .		X
<b>p</b> Reimbursement paid to related organization(s) for expenses . . . . .	X	
<b>q</b> Reimbursement paid by related organization(s) for expenses . . . . .		X
<b>r</b> Other transfer of cash or property to related organization(s) . . . . .		X
<b>s</b> Other transfer of cash or property from related organization(s) . . . . .		X

**2** If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a–s)	(c) Amount involved	(d) Method of determining amount involved
(1) DOUGLAS COUNTY LIBRARIES	b	51,611	cash
(2) DOUGLAS COUNTY LIBRARIES	p	16,920	cash
(3)			
(4)			
(5)			
(6)			

**Part VI Unrelated Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(e) Are all partners section 501(c)(3) organizations?		(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations?		(i) Code V—UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
				Yes	No			Yes	No		Yes	No	
(1) -----													
(2) -----													
(3) -----													
(4) -----													
(5) -----													
(6) -----													
(7) -----													
(8) -----													
(9) -----													
(10) -----													
(11) -----													
(12) -----													
(13) -----													
(14) -----													
(15) -----													
(16) -----													

**Part VII**

**Supplemental Information**

Provide additional information for responses to questions on Schedule R. See instructions.

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