

**AGENDA**  
**Berthoud Community Library District**  
**Regular Board Meeting**  
**Wednesday, October 9, 2024**  
**7:00 P.M.**  
**236 Welch Ave, Berthoud**

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Public Participation
- IV. Consent Agenda
  - Approval of Board Meeting Minutes of September 11, 2024
  - Reports
    - CEO's report
    - Youth Services report
    - Financial report
  - Acceptance of Expenditures
- V. COLOTRUST Presentation (on arrival)
- VI. Policy Review
  - Review: Gifts and Sponsorships
  - Assign: Code of Conduct
- VII. Old Business
  - Strategic Plan
  - Board Vacancies
- VIII. New Business
  - 2025 Draft Budget Presentation
  - Other business
- IX. Executive Session: CEO Appraisal
- X. Adjournment

Next Meeting: November 13, 2024

**Berthoud Community Library District**  
**Regular Board Meeting Minutes**  
**Date: Wednesday September 11, 2024**  
**7:00 pm**  
**236 Welch Ave, Berthoud, CO**

**Call to Order:** Julie Oelman called the meeting to order at 7:01 pm.

**Attendees:** Julie Oelman, Amanda Thorstensen, Karen Anderson, Alyson Dratch, Bob Latchaw, Kathy Mitchell, Melissa Robinson, CEO Amie Pilla

**Public Participation** - None

**Board Biography** – Melissa Robinson presented a lively overview of her life and her many experiences.

**Consent Agenda:**

**Motion 0924-01** – Made, seconded and unanimously carried to accept and approve: Board Minutes of June 12, 2024, CEO Report, Youth Services Report and Financials, Statistics and acceptance of Expenditures for June and July 2024. Amie Pilla will report on the question posed about a line item.

**Old Business:**

**2023 Audit. Motion 0924-02** to approve Draft of Audit made, seconded and carried. Amie Pilla will a report to the Board on the questions raised and the Board will have 24 hours to respond with acknowledgement.

**Literary Festival:** Authors, venues and schedules set. Volunteers are in place for all presentations. Tickets are available online for Friday and Sunday nights. No tickets at the door.

**Board Vacancies:** Kathy Mitchell will be ending her term on December 31, 2024. Kathy Mitchell and Alyson Dratch will interview all applicants and report to the Board.

**New Business: Property Tax Updates 50 and 108.** The Colorado Legislature voted to lower property tax rates. There will not be a ballot issue in November.

**CEO Appraisal:** Julie Oelman will send out the questionnaire we used last year. The Board will have an Executive Session during the October meeting to review the evaluation.

**Roofing Repairs:** Repairs completed. In Amie Pilla's absence, Julie Oelman approved the \$3200 invoice.

Julie Oelman adjourned the meeting at 8:35 pm

Next Meeting on October 9, 2024

Respectfully Submitted: Melissa Robinson, Secretary

Berthoud Community Library District  
CEO Report  
September 2024

**Library Operations and Services**

*Personnel*

While we typically try to avoid anyone working more than 40 hours in a week, we did pay overtime to some employees the week of the Berthoud Literary Festival. This allowed us to maintain regular library operations while still offering an excellent festival.

*Classes/Services*

This month's Game Night included time on our library's very own Atari system, as well as time for chess and other board games. We've been asked to make sure that Game Night is a regular occurrence, and we may throw in some pop-up Atari tournaments in the future.

We opened the 2024-2025 Book Club season with a discussion of *Running with Sherman* by Christopher McDougall. Both the afternoon and evening groups were well-attended.

POPCO (Philosophy Outreach Program of Colorado) lead another group discussion this month on the topic of climate change. They've been kind enough to schedule monthly discussions through the rest of autumn.

*Circulation/Collection*

Nothing to report.

*Building and Grounds*

Unfortunately, our latest roof repair didn't seal the leak. We're now asking for bids to replace that whole section of the roof, which we know will include lifting the entire HVAC system off the roof. Once we have bids, we'll know how to budget for that repair moving forward. The metal portion of the roof is in good condition.

*Technology*

We continue to experience glitches with our computer reservation software. We are now able to print individual guest passes and to extend the amount of time a person may use a machine if there's no one waiting. We hope to get the remaining small issues ironed out in the next month.

*Policies and Procedures*

Nothing to report.

*Outreach and Publicity*

Most of the library's outreach and publicity materials through August and September were focused on promoting the Berthoud Literary Festival. Our regular monthly newsletter and calendars were issued, but we also sent physical postcards, distributed posters, and flooded our social media accounts with information to draw people to the festival.

### *Financial*

I met with Brett Parsons from COLOTRUST to explore the possibility of investing some of our reserves. COLOTRUST comes highly recommended from multiple sources, including most of our library peers. We've scheduled a presentation to the board for the October meeting.

### *Strategic Plan*

We hosted a successful Berthoud Literary Festival with a full dozen visiting authors, more volunteers than we could use, and happy attendees. To get out into the community more, we spread the festival events around to the Foursquare Church, Wildfire Arts Center, Berthoud History Museum, and City Star Brewing. To ensure we included our creators as well as our readers, we invited Lighthouse Writers Workshop to present a writing workshop during the weekend. Between our keynote speakers, book circle discussions, author presentations and panels, and the writing workshop, we hosted dozens of people throughout the weekend to celebrate reading and Colorado literature.

### **Meetings and Workshops**

Amie—Literary Festival Volunteer Training, September 12; COLOTRUST meeting, September 23; Larimer County Budget Town Hall, September 27

### **Grants and Gifts**

Nothing to report.

Respectfully submitted,  
Amie Pilla  
October 4, 2024

## September Report to the Board

### Programming

- Baby Storytime Tuesdays: 22 total participants this month (6 average)
- Toddler Storytime Wednesdays: 87 total participants this month (22 average)
- Pre-K Storytime Fridays: 43 total participants this month (14 average)
- Tinker Tots: We learned about shadows and made sundials. 18
- Construct and Concoct: Sam prepared to teach Origami flower folding, however there were no participants.
  - Brainstorming for outreach and promotion at the High School and Middle School for this monthly program.
- Musical Moments: 32 total participants this month (16 average)

**Volunteers:** Laramie, Karen, Leslie, Tisha, Jackson, Charles

### Displays:

- We have converted a shelf that was used this summer for prize books as a “Program Specific” display. At this time, it is stocked with books about birds to promote October’s visit from the local Audubon group.
- YA New books
- Voting and Government materials are on display

### Lit Fest:

Although there was not a children’s author / illustrator track this year, I have ideas about next year. Sam helped with preparation and staff discovered that our browsing bins need stronger wheels and castors. Both of which have been ordered, arrived, and are waiting for installation. We are planning to clean the bins as they are emptied and repaired.

- Other tasks
  - Weeding – We’ve been weeding old nonfiction books, specifically Country books and replacing them with newer information.
  - Inventory search – There were several picture books that were missed during inventory, most were located.
  - Colorado Library Standards – The state of Colorado provided new Library Standards and best practices. Each of us read them and handed in notes on how our library fits into the standards.
  - Activity bags – Sam and Laramie put together 50 activity bags and they’ve been flying out the door.
  - DVD cleaning – We are finally beginning to tackle the job of cleaning our children’s DVD collection and replacing those that are unplayable.
  - Chess club / game night – Sam’s brother has a special interest in playing chess and attended game night this month with interest in promoting chess.

**Berthoud Community Library District**  
**Budget vs. Actuals: FY\_2024 - FY24 P&L**  
 January - December 2024

	Total			% of Budget
	Actual	Budget	over Budget	
<b>Income</b>				
47200 Program Income	0.00	0.00	0.00	
Copies	1,308.78	1,000.00	308.78	130.88%
Donations	0.00	0.00	0.00	
Grants	9,202.00	8,900.00	302.00	103.39%
Memorials/Designated	0.00	0.00	0.00	
Undesignated	183.27	4,000.00	-3,816.73	4.58%
<b>Total Donations</b>	<b>\$ 9,385.27</b>	<b>\$ 12,900.00</b>	<b>-\$ 3,514.73</b>	<b>72.75%</b>
Fees	1,049.15	300.00	749.15	349.72%
Interest Earned	6,735.96	2,500.00	4,235.96	269.44%
Property Tax	918,142.69	958,727.00	-40,584.31	95.77%
SOT Tax	41,019.52	40,000.00	1,019.52	102.55%
<b>Total Income</b>	<b>\$ 977,641.37</b>	<b>\$ 1,015,427.00</b>	<b>-\$ 37,785.63</b>	<b>96.28%</b>
<b>Gross Profit</b>	<b>\$ 977,641.37</b>	<b>\$ 1,015,427.00</b>	<b>-\$ 37,785.63</b>	<b>96.28%</b>
<b>Expenses</b>				
60000 Insurance	0.00	0.00	0.00	
60100 Aflac	-154.50	0.00	-154.50	
60200 Medical/Dental/Vision	26,134.11	41,000.00	-14,865.89	63.74%
60250 Property & Liability	0.00	10,000.00	-10,000.00	0.00%
60350 Worker's Compensation	0.00	1,700.00	-1,700.00	0.00%
<b>Total 60000 Insurance</b>	<b>\$ 25,979.61</b>	<b>\$ 52,700.00</b>	<b>-\$ 26,720.39</b>	<b>49.30%</b>
65000 Operations	0.00	0.00	0.00	
65020 Postage, Mailing Service	0.00	0.00	0.00	
65050 Telephone, Telecommunications	12.18	0.00	12.18	
<b>Total 65000 Operations</b>	<b>\$ 12.18</b>	<b>\$ 0.00</b>	<b>\$ 12.18</b>	
65100 Other Types of Expenses	0.00	0.00	0.00	
65130 Interest Expense - General	0.00	0.00	0.00	
<b>Total 65100 Other Types of Expenses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	
66000 Payroll Expense	5,595.32	0.00	5,595.32	
66100 Payroll Tax Expense	21,590.06	40,000.00	-18,409.94	53.98%
66200 Salaries	265,338.09	390,000.00	-124,661.91	68.04%
<b>Total 66000 Payroll Expense</b>	<b>\$ 292,523.47</b>	<b>\$ 430,000.00</b>	<b>-\$ 137,476.53</b>	<b>68.03%</b>
66900 Reconciliation Discrepancies	244.23	0.00	244.23	
Accounting / Payroll Service	9,290.40	12,000.00	-2,709.60	77.42%
Advertising	4,297.39	12,000.00	-7,702.61	35.81%
Attorney	1,780.00	12,500.00	-10,720.00	14.24%
Collection Development	0.00	0.00	0.00	

Audiovisual	0.00	0.00	0.00	
Adult Audiobooks	2,639.40	5,000.00	-2,360.60	52.79%
Children's Audiobooks	455.73	1,500.00	-1,044.27	30.38%
DVD - Adult	2,561.27	4,000.00	-1,438.73	64.03%
DVD - Youth	520.25	1,500.00	-979.75	34.68%
<b>Total Audiovisual</b>	<b>\$ 6,176.65</b>	<b>\$ 12,000.00</b>	<b>-\$ 5,823.35</b>	<b>51.47%</b>
Digital Materials	2,500.00	0.00	2,500.00	
E Books	0.00	6,000.00	-6,000.00	0.00%
<b>Total Digital Materials</b>	<b>\$ 2,500.00</b>	<b>\$ 6,000.00</b>	<b>-\$ 3,500.00</b>	<b>41.67%</b>
Online Resources	6,266.03	15,000.00	-8,733.97	41.77%
Print Materials	0.00	0.00	0.00	
Adult	10,245.89	16,000.00	-5,754.11	64.04%
Children's	9,771.64	16,000.00	-6,228.36	61.07%
Periodicals	3,410.33	4,500.00	-1,089.67	75.79%
<b>Total Print Materials</b>	<b>\$ 23,427.86</b>	<b>\$ 36,500.00</b>	<b>-\$ 13,072.14</b>	<b>64.19%</b>
Video Streaming	1,000.00	1,000.00	0.00	100.00%
<b>Total Collection Development</b>	<b>\$ 39,370.54</b>	<b>\$ 70,500.00</b>	<b>-\$ 31,129.46</b>	<b>55.84%</b>
Copier Lease	2,322.12	3,500.00	-1,177.88	66.35%
Courier	0.00	4,200.00	-4,200.00	0.00%
Donation	0.00	0.00	0.00	
Friends of the Library	0.00	0.00	0.00	
Grants	9,202.00	8,900.00	302.00	103.39%
Memorials/Designated	0.00	0.00	0.00	
Undesignated	34.98	4,000.00	-3,965.02	0.87%
<b>Total Donation</b>	<b>\$ 9,236.98</b>	<b>\$ 12,900.00</b>	<b>-\$ 3,663.02</b>	<b>71.60%</b>
Furnishings	0.00	3,000.00	-3,000.00	0.00%
Hospitality	970.38	1,000.00	-29.62	97.04%
Lost book refund	101.77	300.00	-198.23	33.92%
Maintenance	0.00	0.00	0.00	
Carpet Cleaning	1,477.00	3,000.00	-1,523.00	49.23%
Custodial Services	5,560.00	10,000.00	-4,440.00	55.60%
Lawn Care/Snow Removal	2,701.40	13,500.00	-10,798.60	20.01%
Repairs	8,214.64	125,000.00	-116,785.36	6.57%
Security/Alarm	771.28	3,500.00	-2,728.72	22.04%
Supplies	1,314.75	1,800.00	-485.25	73.04%
Window Cleaning	0.00	1,200.00	-1,200.00	0.00%
<b>Total Maintenance</b>	<b>\$ 20,039.07</b>	<b>\$ 158,000.00</b>	<b>-\$ 137,960.93</b>	<b>12.68%</b>
Pension	9,176.56	14,000.00	-4,823.44	65.55%
Professional Development	5,240.35	12,000.00	-6,759.65	43.67%
Professional Memberships	5,901.07	8,000.00	-2,098.93	73.76%
Programming	0.00	0.00	0.00	
Adult	12,948.94	30,000.00	-17,051.06	43.16%
Youth	3,293.34	30,000.00	-26,706.66	10.98%
<b>Total Programming</b>	<b>\$ 16,242.28</b>	<b>\$ 60,000.00</b>	<b>-\$ 43,757.72</b>	<b>27.07%</b>



<b>Reserves</b>	0.00	0.00	0.00	
<b>Supplies</b>	0.00	0.00	0.00	
Library Supplies	3,792.41	6,000.00	-2,207.59	63.21%
Office Supplies	3,284.23	3,500.00	-215.77	93.84%
Programming supplies	1,799.50	10,000.00	-8,200.50	18.00%
Staff Appreciation	1,838.83	2,000.00	-161.17	91.94%
<b>Total Supplies</b>	<b>\$ 10,714.97</b>	<b>\$ 21,500.00</b>	<b>-\$ 10,785.03</b>	<b>49.84%</b>
<b>Tax Collection Fees</b>	0.00	20,000.00	-20,000.00	0.00%
<b>Technology</b>	0.00	0.00	0.00	
Computer Maintenance	19,180.00	28,740.00	-9,560.00	66.74%
Hardware	7,849.99	8,000.00	-150.01	98.12%
ILS	3,226.10	3,000.00	226.10	107.54%
Internet Connection	1,704.32	0.00	1,704.32	
Office Equipment	481.29	1,500.00	-1,018.71	32.09%
Software	3,602.53	15,000.00	-11,397.47	24.02%
<b>Total Technology</b>	<b>\$ 36,044.23</b>	<b>\$ 56,240.00</b>	<b>-\$ 20,195.77</b>	<b>64.09%</b>
<b>Telephone</b>	2,703.77	0.00	2,703.77	
<b>Utilities</b>	0.00	0.00	0.00	
Data Connection	1,904.94	5,500.00	-3,595.06	34.64%
Power	6,964.16	12,000.00	-5,035.84	58.03%
Trash Removal	320.00	500.00	-180.00	64.00%
Water	1,348.78	1,500.00	-151.22	89.92%
<b>Total Utilities</b>	<b>\$ 10,537.88</b>	<b>\$ 19,500.00</b>	<b>-\$ 8,962.12</b>	<b>54.04%</b>
<b>Total Expenses</b>	<b>\$ 502,729.25</b>	<b>\$ 983,840.00</b>	<b>-\$ 481,110.75</b>	<b>51.10%</b>
<b>Net Operating Income</b>	<b>\$ 474,912.12</b>	<b>\$ 31,587.00</b>	<b>\$ 443,325.12</b>	<b>1503.50%</b>
<b>Other Expenses</b>				
Reconciliation Discrepancies-1	-166,476.14	0.00	-166,476.14	
<b>Total Other Expenses</b>	<b>-\$ 166,476.14</b>	<b>\$ 0.00</b>	<b>-\$ 166,476.14</b>	
<b>Net Other Income</b>	<b>\$ 166,476.14</b>	<b>\$ 0.00</b>	<b>\$ 166,476.14</b>	
<b>Net Income</b>	<b>\$ 641,388.26</b>	<b>\$ 31,587.00</b>	<b>\$ 609,801.26</b>	<b>2030.55%</b>

Tuesday, Sep 10, 2024 09:00:16 AM GMT-7 - Accrual Basis

# Berthoud Community Library District

## Balance Sheet

As of August 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10000 Independent Bank Checking	992,851.14
Independent Bank Savings	498,320.61
Building fund cash	0.00
<b>Total Independent Bank Savings</b>	<b>498,320.61</b>
Petty Cash	100.00
Programming supplies	442.77
<b>Total Bank Accounts</b>	<b>\$1,491,714.52</b>
Other Current Assets	
15150 Payroll Clearing	0.00
Building Fund CD 0405	0.00
Building Fund CD 1014	13,518.60
Payroll Corrections	0.00
Payroll Refunds	-36.49
<b>Total Other Current Assets</b>	<b>\$13,482.11</b>
<b>Total Current Assets</b>	<b>\$1,505,196.63</b>
Fixed Assets	
Building	60,000.00
Remodel	156,261.30
<b>Total Fixed Assets</b>	<b>\$216,261.30</b>
Other Assets	
Deposits	0.00
<b>Total Other Assets</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$1,721,457.93</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	-4,814.61
<b>Total Accounts Payable</b>	<b>\$ -4,814.61</b>
Other Current Liabilities	
22000 Payroll Liabilities	0.00
22100 CO Income Tax	236.00
22200 CO Unemployment Tax	-60.58
22300 Federal Taxes (941)	1,481.65
22400 Federal Unemployment (940)	39.16

# Berthoud Community Library District

## Balance Sheet

As of August 31, 2024

	TOTAL
<b>Total 22000 Payroll Liabilities</b>	<b>1,696.23</b>
22001 Payroll Clearing	-466.28
Direct Deposit Liabilities	0.00
<b>Total Other Current Liabilities</b>	<b>\$1,229.95</b>
<b>Total Current Liabilities</b>	<b>\$ -3,584.66</b>
Long-Term Liabilities	
TOB Roof Repairs	0.00
<b>Total Long-Term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$ -3,584.66</b>
Equity	
2011 Budget Transfer	0.00
30000 Opening Balance Equity	1,733.86
32000 *Fund Balance Unreserved	1,005,744.01
Building Fund Reserve	13,107.90
Literacy Fund Reserve	12,806.56
Remodeling	0.00
TABOR Reserve	30,000.00
Net Income	661,650.26
<b>Total Equity</b>	<b>\$1,725,042.59</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,721,457.93</b>

# Berthoud Community Library District

## Expenses by Vendor Summary

August 2024

	TOTAL
Aflac	463.50
Authors Unbound Agency	6,250.00
Berthoud Ace Hardware	14.99
Canon Financial Services, Inc.	275.16
Cardmember Services	5,787.77
Center Point Large Print	50.34
Charles Schwab	1,147.07
Comcast - Business	464.87
Demco - supplies	128.53
EasyTrack Payroll	198.00
Employers Council , Inc.	3,800.00
Handy Glass	140.00
Hinkle & Company , PC	7,500.00
Kids Reference Company	366.55
MetLife	163.43
Midwest Tape	571.55
Mountain View Commercial Cleaning	1,525.34
ODP Business Solutions LLC	56.98
Public Sector Health Care Group	3,109.68
Town of Berthoud - Water	243.77
United Waste Systems	40.00
Xcel Energy	1,419.03
Not Specified - payroll	31,254.10
<b>TOTAL</b>	<b>\$64,970.66</b>

# Credit Card

Date	Name	Amount	
8/1/2024	METROLUX DINE IN CINEM LOVELAND CO	-150	
8/1/2024	GINGER AND BAKER FORT COLLINS CO	-100	Summer reading adult prize
8/5/2024	REAL WORLD TRAINING 214-5150577 TX	-29.95	quickbooks
8/5/2024	Amazon.com*RF5KM1NB1 Amzn.com/bill WA	-149.99	
8/8/2024	FSP*ALLEGRA LOVELAND LOVELAND CO	-152.37	new patron packets
8/12/2024	Amazon.com*RM9DT85R2 Amzn.com/bill WA	-53.65	
8/13/2024	FSP*ALLEGRA LOVELAND LOVELAND CO	-2115.67	Lit fest postage
8/14/2024	AMAZON MKTPL*RM2GK5IJ1 Amzn.com/bill WA	-97.18	
8/14/2024	USA*ACORNUSA HUDSON OH	-62.86	DVDs
8/14/2024	4IMPRINT INC 4IMPRINT.COM WI	-252.99	book marks
8/15/2024	FSP*ALLEGRA LOVELAND LOVELAND CO	-2223.96	Lit fest postcards
8/16/2024	INTERNET PAYMENT THANK YOU	5787.77	
8/16/2024	AMAZON MKTPL*RU3ZB4X92 Amzn.com/bill WA	-77.54	
8/20/2024	ADOBE *ADOBE 4085366000 CA	-12.99	accessability
8/21/2024	USA*ACORNUSA HUDSON OH	-64.75	DVDs
8/26/2024	AUNT FLOW COLUMBUS OH	-27.5	hospitality
8/26/2024	OTC BRANDS *800-875-8 OMAHA NE	-212.85	Youth programming
8/26/2024	OTC BRANDS *800-875-8 OMAHA NE	-27.76	
8/28/2024	USPS PO 0707200378 BERTHOUD CO	-4.63	return book
8/29/2024	INTUIT *QBooks Online CL.INTUIT.COM CA	-70	online



**COLO  
TRUST**

# HIGHLIGHTS

*A Colorado Local Government Investment Pool Designed with You in Mind*

**THREE PORTFOLIOS**

*PRIME, PLUS+, and EDGE*

## WHO WE ARE

COLOTRUST was created as a local government investment pool with a focus on safety, liquidity, convenience, and a competitive yield. The program provides daily liquidity, and our Participants can view/access their account information 24/7 online. Each portfolio offered by COLOTRUST is 'AAA' rated by nationally recognized statistical ratings organizations.

## CLIENT FOCUSED

COLOTRUST provides exceptional, personalized service, and we consider ourselves to be an extension of your team; our dedicated Investment Services Directors and Client Service Department are with you every step of the way. The fund's cut-off time is 11:00 a.m. MT for seamless transacting.

1985

### NEARLY 40 YEARS OF SERVICE

COLOTRUST has been serving Colorado local governments since 1985 and remains committed as a fiduciary steward of public funds!

1,999

### SERVING YOUR PEERS

COLOTRUST currently serves over 1,990 public agencies throughout the state just like yours.

\$16.3b

### ASSETS UNDER MANAGEMENT

COLOTRUST currently manages approximately \$16 billion in the COLOTRUST PRIME, PLUS+, and EDGE portfolios.

\$714m

### INVESTMENT INCOME EARNED

The COLOTRUST PRIME, COLOTRUST PLUS+, and COLOTRUST EDGE portfolios earned over \$714 million combined in investment income for the calendar year of 2023.

## CONTACT US



**Casey Gunning**

Senior Director,  
Investment Services

(720) 217-9599



**Brett Parsons**

Director, Investment  
Services

(936) 526-9249



# INVESTING MADE EASY

An investment option designed for your local government.

Investment Option	PRIME	PLUS+	EDGE
Portfolio Type	Government-style fund	Prime-Style fund	Enhanced Cash
Purpose	Short-term liquidity	Short-term liquidity	Strategic Reserves
Rating	'AAAm'	'AAAm'	'AAAf/S1'
Liquidity Offered	Daily	Daily	Next-Day
Min/Max Investment	None	None	None
Withdrawals	Unlimited	Unlimited	Unlimited
Accounts	Unlimited	Unlimited	Unlimited
Dividend Rate	Applied Daily	Applied Daily	Accrue Daily, Pay Monthly
WAM	≤60 days	≤60 days	>60 days
Net Asset Value (NAV)	Stable \$1.00 per share	Stable \$1.00 per share	Fluctuating

## A PROFESSIONALLY MANAGED INVESTMENT OPTION

Our service providers have been carefully selected with the goal of creating an excellent investment experience. Public Trust Advisors, LLC (Public Trust) provides the investment advisory and administration for COLOTRUST and has provided these services nationwide for more than a decade.

CLIENTS LIKE COLOTRUST	SERVICES PROVIDED
California CLASS	Administration & Investment Advisory
FLCLASS	Administration & Investment Advisory
LAMP	Administration
Michigan CLASS	Administration & Investment Advisory
Nebraska CLASS	Administration & Investment Advisory
North Carolina CLASS	Administration & Investment Advisory
NYCLASS	Administration & Investment Advisory
STAR Ohio	Consulting Services
Texas CLASS	Administration & Investment Advisory
TrustINDiana	Administration & Investment Advisory
VIP	Co-Administration & Investment Advisory
Wyoming CLASS	Administration & Investment Advisory

### AT A GLANCE

Firmwide	Serving Approx.	SEC Registered
<b>\$91b</b>	<b>7,652</b>	<b>2011</b>
in Assets Under Management	Local Governments Nationwide	Over 12 years of Operation

### OTHER SERVICE PROVIDERS

<b>Butler Snow, LLP</b>	<b>Cohen &amp; Co.</b>
Legal Counsel	Auditor
<b>UMB Bank, N.A.</b>	
Custodian	

Public Trust Advisors, LLC began providing services to COLOTRUST in 2012; NYCLASS and Texas CLASS in 2013; Michigan CLASS in 2014; TrustINDiana, FLCLASS, and LAMP in 2015; VIP in 2016; Wyoming CLASS in 2020; Star Ohio in 2021; California CLASS in 2022; and Nebraska CLASS and North Carolina CLASS in 2023.

Data unaudited. Source: Public Trust Advisors, LLC. Data as of 07/31/2024. Charts and/or values presented may not add up precisely to absolute figures due to rounding. The information presented should not be used in making any investment decisions. This material is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. COLOTRUST is not a bank. An investment in COLOTRUST is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the COLOTRUST stable NAV fund(s) seek to preserve the value of your investment at \$1.00 per share, COLOTRUST cannot guarantee they will do so. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit [www.spglobal.com](http://www.spglobal.com). The 'AAAf' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'S1' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'S1' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit [www.fitchratings.com](http://www.fitchratings.com). Ratings are subject to change and do not remove credit risk. Please review the applicable Information Statement(s) before investing. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

(877) 311-0219  
 info@colotruster.com  
 www.colotruster.com

**COLOTRUST Office**  
 717 17th Street, Suite 1850  
 Denver, CO 80202

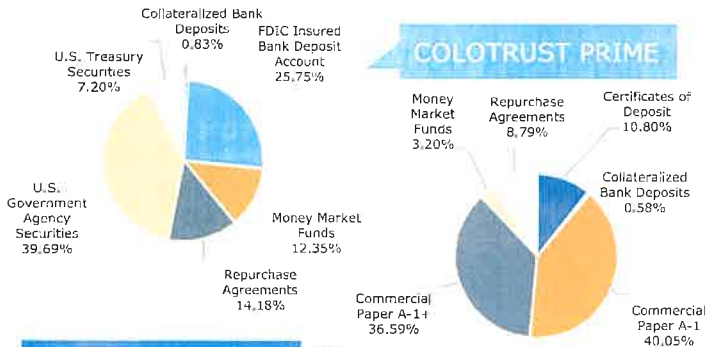


# Colorado Local Government Liquid Asset Trust

## Get to Know COLOTRUST

Serving Approx. 2,000 Participants

### Portfolio Allocation



COLOTRUST is a local government investment pool that allows local governments, such as yours, to pool funds together to collectively earn dividends on investments. Our goal is, and has always been, to provide competitive yields while adhering to all objectives of safety and liquidity. Both COLOTRUST PRIME and COLOTRUST PLUS+ carry a 'AAAm' rating from S&P Global Ratings.

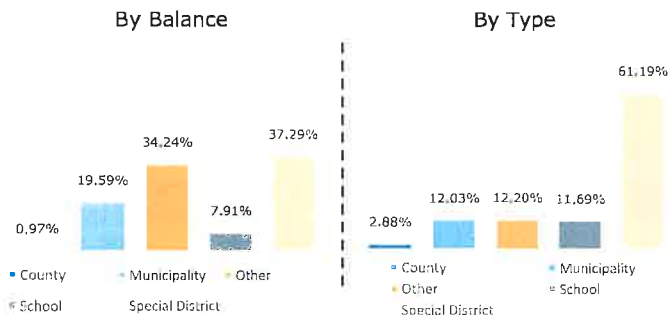
The COLOTRUST portfolio investment strategies prioritize minimizing market risk and enhancing safety via diversified investments. Funds of the Participants are invested in prime or high grade, short-term fixed income instruments as illustrated to the left.

### Participant Breakdown

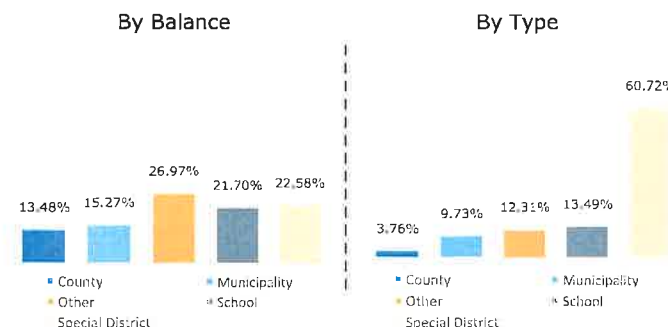
### COLOTRUST Board of Trustees

- |   |  |
|---|--|
| <b>Scott Wright, Chairperson</b><br>Treasurer<br>Avon Urban Renewal Authority                 | <b>James Covington</b><br>Treasurer<br>Lincoln County  |
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| <b>Brigitte Grimm</b><br>Treasurer<br>Weld County   | <b>Steve Hellman</b><br>Chief Financial Officer<br>Parker Water & Sanitation District            |
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#### COLOTRUST PRIME



#### COLOTRUST PLUS+



Contact us to get started!  
[www.colotruster.com](http://www.colotruster.com)

Source: Public Trust Advisors, LLC. Data as of 08/31/2024. Data unaudited. Charts and/or values presented may not add up precisely to absolute figures due to rounding. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. COLOTRUST is not a bank. An investment in COLOTRUST is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the COLOTRUST stable NAV fund(s) seek to preserve the value of your investment at \$1.00 per share, COLOTRUST cannot guarantee they will do so. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit [www.spglobal.com](http://www.spglobal.com). Ratings are subject to change and do not remove credit risk. Please review the applicable Information Statement(s) before investing. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**