



Capital assets represent land, buildings, vehicles, materials, and equipment owned by Mesa County Libraries (MCL) and acquired by purchase or donation. Individual items costing more than \$1,000 are accounted for in the Capital Asset group of accounts in MCL's financial records. Library Materials and Furniture, Fixtures and Equipment (FF&E) having lasting value are recorded in aggregate at the close of each fiscal year for inclusion in the General Fixed Asset Group.

Inventory tags will be assigned and accounted for by MCL's Business Office upon the purchase and receipt of any asset costing more than \$1000 that is expected to last more than one year. The inventory tags identify the location of each asset. Movement of a tagged asset item must be reported to the Business Office immediately upon relocation. The Business Office maintains a Continuing Property Record of all capital assets, which includes a description, location, price, vendor, and property tag number for each MCL asset. The listing of capital assets is reconciled annually to the general ledger, and any differences are reconciled and adjusted. In accordance with Colorado Revised Statutes § 29-1-506, titled "Local Government Uniform Accounting Law: Continuing Inventory," an annual inventory of such assets is required each year.

Estimated useful lives of each asset for the purposes of depreciation are as follows:

Buildings and Improvements	20 – 40 years
Furniture, Fixtures, and Equipment	3 – 10 years
Vehicles	5 years
Library Materials	5 years

Depreciation of fixed assets will occur annually based on this schedule, and adjustments will be made to the General Fixed Asset Group.

MCL will apply Governmental Accounting Standards Board (GASB) Statement No. 51, Accounting and Financial Reporting for Intangible Assets, when such assets are identified.

REVIEWED AND ADOPTED ON APRIL 25, 2024.

Alice Dow – MCPLD Board President

Mary Watson – MCPLD Board Secretary

