

RESOLUTION NO. 2024 - 390

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS, PROVISIONS, AND REQUIREMENTS OF A STATE OF FLORIDA STATE AID TO LIBRARIES GRANT APPLICATION AND GRANT AGREEMENT, AND AUTHORIZING THE CHAIRPERSON OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE THE AGREEMENT ON BEHALF OF THE COUNTY.

WHEREAS, the St. Johns County Board of Commissioners, on behalf of the St. Johns County Public Library System has applied for and will receive a State of Florida Aid to Libraries Grant; and

WHEREAS, the state grant funds will assist St. Johns County in providing library and electronic resources to the residents of St. Johns County; and

WHEREAS, the St. Johns County Public Library System strives to provide the highest quality programs and services to the citizens of St. Johns County, as outlined in its Long-Range Plan 2024-2028; and

WHEREAS, the County has reviewed the terms, provisions, conditions, and requirements of the State of Florida State Aid to Libraries Grant Agreement; and

WHEREAS, the County has determined that accepting the terms of the agreement, and entering into the agreement will serve the interests of the County.

BE IT RESOLVED by the Board of County Commissioners of St. Johns County, Florida:

1. The above recitals are hereby incorporated into the body of this Resolution, and are adopted as Finding of Fact.
2. The Board of County Commissioners hereby approves the terms, provisions, conditions, and requirements of the State of Florida State Aid to Libraries Grant Agreement, and authorizes the Chairperson of the Board of County Commissioners of St. Johns County to execute the Agreement on behalf of the County.
3. To the extent that there are typographical or administrative errors that do not change the tone, tenor, or concept of this Resolution, this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, State of Florida, this 17th day of September 2024.

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

Rendition Date SEP 17 2024

By: _____

Sarah Arnold, Chair

**ATTEST: Brandon J. Patty, Clerk
of the Circuit Court and Comptroller**

By: _____

Crystal Smith
Deputy Clerk





**ST. JOHNS COUNTY
PUBLIC LIBRARY SYSTEM**

6670 US 1 South

St. Augustine, Florida 32086

904.827.6925

INTEROFFICE MEMORANDUM

TO: CHAIR, BOARD OF COUNTY COMMISSIONERS
FROM: DEBRA RHODES GIBSON
DATE: 22 AUGUST 2024
SUBJECT: STATE AID TO LIBRARIES GRANT APPLICATION 2025

The annual State Aid to Libraries Grant application and supporting documents are submitted through an online system in two phases, October 1st and December 1st as outlined in *Florida Statutes, Section 257*. The annual grant contract/agreement is embedded in the software and will not be available for local signatures/approval until the 2025 grant software is open.

County librarians have been in communication with State Library staff and have been assured that they are doing all that they can to get the State Aid application window open as soon as possible to meet the October 1st submittal deadline. In the meantime, we have been directed to create local copies of the certification of hours/free service and financial expenditure report forms, based upon last year's forms including revised dates for the next year as appropriate. This memo will serve as the St. Johns County application and BCC approval should the official forms not be available prior to the 9/17/2024 BCC meeting. Once the grant software is open, State Library staff will work with us during the grant review process to make sure our application is compliant and all documentation is included.

The wording henceforth is taken from the 2023-2024 State Aid Grant Application for purposes of our 2024-2025 grant application submittal.

This Application is by and between the State of Florida, Department of State, Division of Library and Information Services, hereinafter referred to as the "Division," and the St. Johns County Board of County Commissioners for and on behalf of Saint Johns County Public Library, hereinafter referred to as the "Grantee."

The Grantee is submitting an application for a State Aid to Libraries Grant in accordance with Section 257, Florida Statutes. This grant shall be used exclusively for the public purpose for which these funds were appropriated. The Grantee shall receive a grant amount that is calculated and based upon local funds expended during the second preceding fiscal year for the operation and maintenance of the library. For this grant, the local expenditures shall have been made during the period October 1, 2022 - September 30, 2023.

*The Grantee agrees to provide the following **Deliverables** related to the Scope of Work for payments to be awarded.*

- o Have expended funds to provide free library service during the period October 1, 2022 - September 30, 2023;
- o Provide an Expenditure Report and certification of Local Operating Expenditures for the period October 1, 2022 - September 30, 2023 only;
 - (Already received & certified from Finance Dept.)
- o Provide documentation showing that at least one library is open 40 hours or more each week (excluding holidays or emergencies; between Sunday through Saturday, on a schedule determined by the library system) during the length of the agreement;
- o Provide the Certification of Credentials for the Single Administrative Head; and
- o Provide a Certification of Hours, Free Library Service and Access to Materials.
 - (Attached here for BCC signature)

The Grantee hereby certifies that they have read this entire Agreement and will comply with all of its requirements.

Grantee:

Department of State

Chair of Governing Body or Chief Executive Officer

Amy L. Johnson, Director
Division of Library and Information Services
Department of State, State of Florida

Date

Date

Clerk or Chief Financial Officer

Witness

Date

Date

FLORIDA DEPARTMENT OF STATE
DIVISION OF LIBRARY AND INFORMATION SERVICES
STATE AID TO LIBRARIES GRANT APPLICATION
Certification of Hours, Free Library Service and Access to Materials

The St. Johns County Board of County Commissioners, governing body for the Saint Johns County Public Library hereby certifies that the following statements are true for the time period October 1, 2021 through June 30, 2024:

- Provides free library service, including loaning materials available for circulation free of charge and providing reference and information services free of charge;
- Provides access to materials, information and services for all residents of the area served; and
- Has at least one library, branch library or member library open 40 hours or more each week (excluding holidays; between Sunday through Saturday, on a schedule determined by the library system).

Signature

Chair, Library Governing Body

Date

Name (Typed)