

Southern Chaffee County Regional Library District

Capital Asset Policy

It is the policy of the Southern Chaffee County Regional Library District to record capital assets in the Government-Wide financial statements in accordance with generally accepted accounting principles (GAAP).

Definition of Capital Assets

Capital assets include land, buildings, vehicles, equipment, furniture, and library materials owned by the District and acquired either by purchase or donation.

Capitalization Threshold

- Individual items with a cost of \$5,000 or greater will be capitalized and recorded in the Government-Wide financial statements.
- Library materials (including books and audio-visual items) will not be capitalized individually. Instead, they will be recorded in aggregate at year-end for inclusion in the Government-Wide financial statements.

Estimated Useful Lives of Assets

- Buildings: 40 years
- Furniture and Fixtures: 10 years
- Vehicles: 4 years
- Computer Equipment: 4 years
- Other Equipment: 5 years

Adjustments to Useful Life

Management reserves the authority to adjust the assigned useful life of an asset based on:

- Age of the asset at purchase
- Frequency of use
- Environmental conditions
- Quality of construction/manufacture
- Vendor/manufacturer recommendations

Depreciation

- Depreciation of capital assets will be recorded on an annual basis using the useful life schedule above (or adjusted schedule if applicable).
- Adjustments will be reflected in the Government-Wide financial statements to ensure assets are accurately valued.

The Salida Regional Library **Capital Asset Policy** was adopted and approved by the Salida Regional Library Board of Trustees on September 23, 2025.