

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, October 12, 2022

5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday, October 12, 2022 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair MacDonell called the meeting to order at 5:00 PM

CALL OF ROLL:

Present: Blocker, Lassen, MacDonell, Martin, Richards, Squadroni, Tabbert, Teigland

Absent: Kee

Staff: Will Richter, Library Director

APPROVAL OF AGENDA:

Motion to approve agenda as presented

Mover: Martin

Secunder: Blocker

Result: Approved 8-0

PUBLIC COMMENT (if anyone wishes to address the Board):

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 09-14-2022

Motion to approve Minutes from 09-14-2022

Mover: Blocker

Secunder: Richards

Result: Approved 8-0

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Consider approval of financial reports and payment of bills as presented

Motion to approve financial reports and payment of bills as presented

Mover: Teigland

Secunder: Richards

Result: Approved 8-0 on a roll-call vote

CONSENT AGENDA (Roll Call Vote Required):

3. Contract for Afterschool with Miss Amy

4. Resolution 2022-10 Accepting Donations

Motion to approve the Consent Agenda as presented

Mover: Martin

Secunder: Richards

Result: Approved 8-0 on a roll-call vote

REGULAR AGENDA:

5. Set 2023 Library Calendar

Motion to approve 2023 Library Calendar

Mover: Blocker

Secunder: Teigland

Result: Approved 8-0

6. MINITEX Cooperative Purchasing

Informational

7. Consider authorizing city staff to obtain bid specifications for recommended repairs at the Library

Motion to authorize city staff to obtain bid specifications for recommended repairs at the Library (with the exception of roof replacement) and forward a recommendation for City Council approval

Mover: Richards

Secunder: Blocker

Result: Approved 8-0 on a roll-call vote

UPDATES:

Friends update:

Lassen: book sale first weekend in November at CPC.

Foundation update:

Tabbert: 4th quarter meeting 11/17 (5 PM) at CPC

STAFF REPORTS:

8. Library Reports and Statistics (September 2022)

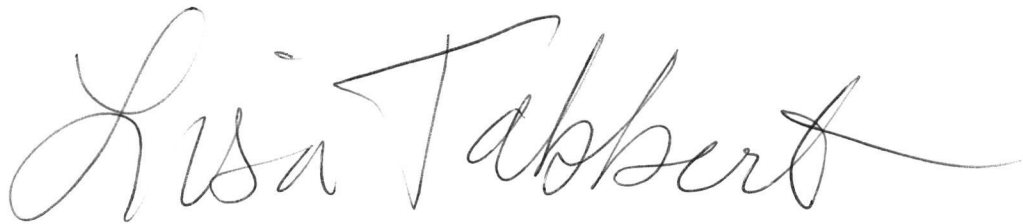
Informational

ADJOURNMENT:

Chair MacDonell adjourned the meeting at 5:31 PM

NEXT REGULAR MEETING IS SCHEDULED FOR November 9, 2022, AT 5:00 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Lisa Tabbert". The signature is written in a cursive style with a long, sweeping tail on the letter "t".

Lisa Tabbert

Library Board Secretary

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - OCTOBER 12, 2022

DATE: 10/04/2022
 TIME: 08:15:04
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 10/12/2022

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0112700	AL'S RESTORATION LLC	940.00
0113100	AMAZON.COM	301.82
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	20.80
0201428	BAKER & TAYLOR LLC	4,091.90
0405500	DEMCO INC	1,435.56
0502705	EBSCO SUBSCRIPTION SERVICE	25.80
0514145	ENCOMPASS	6,275.93
0609525	FINDAWAY WORLD LLC	335.70
0701650	GARTNER REFRIGERATION CO	5,693.46
0718010	CITY OF GRAND RAPIDS	1,700.00
0914325	INGRAM ENTERTAINMENT INC.	111.18
0914540	INNOVATIVE OFFICE SOLUTIONS LL	988.10
0914800	INVEST EARLY PROJECT	400.00
1015325	JOHNSON CONTROLS FIRE	600.00
1115500	NORTHERN LIGHTS ICE LLC	2,068.00
1920555	STOKES PRINTING & OFFICE	350.37
2114356	UNIQUE MANAGEMENT SERVICES	104.85

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$25,531.91

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.45
0718015	GRAND RAPIDS CITY PAYROLL	41,022.89
1301146	MARCO TECHNOLOGIES, LLC	120.43
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309335	MINNESOTA REVENUE	42.05
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.50
1621130	P.U.C.	3,145.64
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$54,132.72

TOTAL ALL DEPARTMENTS \$79,664.63



October 12, 2022

Amy Savela
1525 NW 9th St.
Grand Rapids, MN 55744

Dear Ms. Savela:

I am pleased that you will be leading a series of six monthly afterschool programs developed for school age children. These programs will be held 10/19/2022, 11/16/2022, 1/18/2023, 2/15/2023, 3/15/2023, and 4/19/2023.

The Library will pay you \$75 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. In addition, the Library will provide \$50 per program for supplies and materials. (For a total of \$125.) Payments will be made monthly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract to the library.

My e-mail is: wrichter@ci.grand-rapids.mn.us. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Amy Savela
Signature

Oct 12, 2022
Date

Approved for the Board of Directors:

Jan MacDowell
Board President

10/12/22
Date

Board member
adoption:

introduced the following resolution and moved for its

RESOLUTION NO. 2022-09
SETTING 2023 LIBRARY CALENDAR

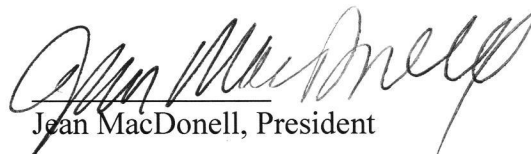
WHEREAS, THE Library Board is responsible for establishing the library calendar of dates open and closed and the time and location of its regular meetings,

NOW THEREFORE BE IT RESOLVED that the following calendar is established for 2022:

H Mon January 2	New Year's Holiday	Closed
H Mon January 16	Martin Luther King Day	Closed
H Mon February 20	President's Day	Closed
H Mon May 29	Memorial Day	Closed
H Tue July 4	Independence Day	Closed
H Mon September 4	Labor Day	Closed
H Fri November 10	Veteran's Day	Closed
H Thurs November 23	Thanksgiving	Closed
H Fri November 24	Day after thanksgiving	Closed
H Fri December 22	Christmas Holiday	Closed
H Mon December 25	Christmas Holiday	Closed

The Library Board will meet the in City Council Chambers the second Wednesday of the month at 5 p.m.

Adopted this 12th day of October 2022.


Jean MacDonell, President

Attest:


Lisa Tabbert, Secretary

Board member
voted in favor thereof:

seconded the foregoing resolution and the following

And the following voted against same:

And the following abstained:

Whereby the resolution was declared duly passed and adopted.

RESOLUTION NO. 2022-10
A RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Library Foundation

\$2,068.00 for 517 servings of Kona Ice at Summer Celebration

\$517.81 for Non-Fiction Collection Development

\$400.00 for Online Storytime

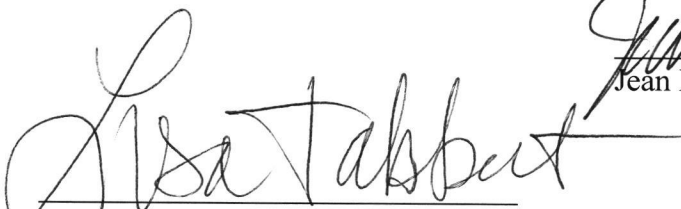
Catholic Community Foundation (via Library Foundation)

\$3000.00 for book drop project labor and materials

Wickman Family

\$200.00 No designation

Adopted this 12th day of October, 2022



Lisa Tabbert, Secretary



Jean MacDonell, President