

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, July 08, 2026

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, July 8, 2026 at 5:00 PM at Grand Rapids Area Library, Program Room, 140 NE 2nd Street, Grand Rapids, Minnesota

Chair Martin called the meeting to order at 5:00PM. Member Squadroni arrived at 5:04PM.

CALL OF ROLL:

PRESENT

Member Cyndy Martin
Member Sheena Richards
Member Aaron Squadroni
Member Janelle Dobbs
Member Jennifer Barr
Member Amanda King
Member Tabbatha Litchke

ABSENT

Member Beau Casteel
Member Ellen Teigland

STAFF

Amy Dettmer, Director of Library Services

APPROVAL OF AGENDA:

Member Richards made a motion to approve the agenda. Member Dobbs seconded.

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

None.

APPROVAL OF MINUTES:

1. Consider a motion to approve library board meeting minutes from the June 10, 2026 meeting.

Member Dobbs made a motion to approve the June 10, 2026 minutes. Member King seconded.

COMMUNICATIONS:

None.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider a motion to authorize payment of the library bill list.

Member Dobbs made a motion to authorize payment of the library bill list. Member Richards seconded.

Voting Yea: Member Martin, Member Richards, Member Squadroni, Member Dobbs, Member Barr, Member King, Member Litchke.

CONSENT AGENDA (Roll Call Vote Required):

3. Consider adopting a resolution accepting donations.

Member Dobbs made a motion to accept donations. Member Richards seconded.

Voting Yea: Member Martin, Member Richards, Member Squadroni, Member Dobbs, Member Barr, Member King, Member Litchke

REGULAR AGENDA:

4. Mollie Stanford, Executive Director, Arrowhead Library System

Mollie discussed benefits of being an Arrowhead Library System member library, Maintenance of Effort, and the Membership Agreement.

5. Review petty cash policy.

Library Director Dettmer talked about petty cash. The Library does not use petty cash anymore so the idea is to get rid of the petty cash in the policies. In August Library Director Dettmer will bring an amended policy.

6. Supporting our Grand Rapids Area Library Fund update.

Library Director Dettmer reported there is \$192,000 in the fund.

UPDATES:

Friends:

Library Director Dettmer reported the Friends will have their Annual Summer Booksale at Community Presbyterian Church on July 10 and 11.

Foundation:

Member Barr reported the Foundation continues to approve payments for reimbursement to the Library. The next meeting is in September.

STAFF REPORTS:

7. Review library reports and statistics.

Library Director Dettmer reported 10,038 items were checked out in June.

Sherrie, the library cleaner is retiring at the end of July. The City is soliciting quotes for cleaning companies.

Tracy K. has been with the library for 18 years on June 12.

The City budgeting process for 2027 and 2028 has begun.

ADJOURNMENT:

Chair Martin adjourned the meeting at 6:03PM.

NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 12, 2026 AT 5:00PM, AT THE GRAND RAPIDS AREA LIBRARY, PROGRAM ROOM, 140 NE 2ND ST. GRAND RAPIDS, MN.

ATTEST: Amy Dettmer, Director of Library Services

GRAND RAPIDS AREA PUBLIC LIBRARY BILL LIST - JULY 8, 20206
DETAILED REPORT

PUBLIC LIBRARY

ARROWHEAD LIBRARY SYSTEM	15461-L	\$	92.85
BLACKSTONE PUBLISHING	2237847-L	\$	94.00
CENGAGE LEARNING INC	999102818340-L	\$	180.00
CITY OF GRAND RAPIDS	AR2606000440-L	\$	1,746.67
CITY OF GRAND RAPIDS	AR2607000441-L	\$	1,746.67
GARTNER REFRIGERATION CO	109758-L	\$	529.90
GARTNER REFRIGERATION CO	109697-L	\$	153.72
INGRAM LIBRARY SERVICES LLC	96364789-L	\$	59.96
INGRAM LIBRARY SERVICES LLC	97025385-L	\$	18.17
INGRAM LIBRARY SERVICES LLC	97025386-L	\$	61.18
INGRAM LIBRARY SERVICES LLC	97025387-L	\$	21.41
INGRAM LIBRARY SERVICES LLC	97025388-L	\$	20.63
INGRAM LIBRARY SERVICES LLC	97025389-L	\$	429.61
INGRAM LIBRARY SERVICES LLC	97158635-L	\$	19.74
INGRAM LIBRARY SERVICES LLC	97158636-L	\$	39.65
INGRAM LIBRARY SERVICES LLC	97158637-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97069818-L	\$	141.27
INGRAM LIBRARY SERVICES LLC	97308782-L	\$	26.36
INGRAM LIBRARY SERVICES LLC	97468447-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97491744-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97509169-L	\$	52.85
INGRAM LIBRARY SERVICES LLC	97509171-L	\$	11.43
INGRAM LIBRARY SERVICES LLC	97535054-L	\$	58.27
INGRAM LIBRARY SERVICES LLC	97509170-L	\$	677.36
INGRAM LIBRARY SERVICES LLC	97581581-L	\$	24.68
INNOVATIVE OFFICE SOLUTIONS LLC	IN5133660-L	\$	515.92
INNOVATIVE OFFICE SOLUTIONS LLC	IN5136068-L	\$	218.24
INNOVATIVE OFFICE SOLUTIONS LLC	IN5142093-L	\$	133.06
MIDWEST TAPE LLC	509021820-L	\$	119.20
MIDWEST TAPE LLC	509053648-L	\$	25.49
PLAYAWAY PRODUCTS LLC	537375-L	\$	300.86
RAPIDS PLUMBING & HEATING INC	25229-L	\$	187.00
SANDSTROM'S INC	589506-L	\$	149.04
SANDSTROM'S INC	S590189-L	\$	58.12
SANDSTROM'S INC	591375-L	\$	44.57
UNIQUE MANAGEMENT SERVICES INC	6159944-L	\$	93.20
VESTIS GROUP, INC	2630561112-L	\$	105.07
VESTIS GROUP, INC	2630565224-L	\$	105.07

TOTAL ALL INVOICES: \$ 8,338.62

**GRAND RAPIDS AREA LIBRARY BILL LIST - JULY 8, 2026
DEPARTMENT SUMMARY REPORT**

PUBLIC LIBRARY

ARROWHEAD LIBRARY SYSTEM	\$	92.85
BLACKSTONE PUBLISHING	\$	94.00
CENGAGE LEARNING INC	\$	180.00
CITY OF GRAND RAPIDS	\$	3,493.34
GARTNER REFRIGERATION CO	\$	683.62
INGRAM LIBRARY SERVICES LLC	\$	1,739.97
INNOVATIVE OFFICE SOLUTIONS LLC	\$	867.22
MIDWEST TAPE LLC	\$	144.69
PLAYAWAY PRODUCTS LLC	\$	300.86
RAPIDS PLUMBING & HEATING INC	\$	187.00
SANDSTROM'S INC	\$	251.73
UNIQUE MANAGEMENT SERVICES INC	\$	93.20
VESTIS GROUP, INC	\$	210.14

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 8,338.62

CHECKS ISSUED PRIOR APPROVAL

AT&T	27590970	\$	55.21
AMAZON	1CC7-CC79-1C79-L	\$	36.86
BAILY LAMOUNTAIN	060826-L	\$	50.00
BAILY LAMOUNTAIN	061526-L	\$	50.00
BAILY LAMOUNTAIN	062226-L	\$	50.00
BAILY LAMOUNTAIN	062926-L	\$	50.00
CAITLYN COONS	060826-L	\$	50.00
DIANA MAGNER	062426-L	\$	125.00
EMILY LINDNER	060826-L	\$	175.00
GRAND RAPIDS PAYROLL	6/12/2026	\$	22,066.20
GRAND RAPIDS PAYROLL	6/26/2026	\$	22,061.07
MARCO TECHNOLOGIES	583576061-L/JUN	\$	165.65
METROPOLITAN LIFE	TS053963310001/JUL26	\$	84.04
MINNESOTA ENERGY RESOURCES	0507783569-01/MAY26-L	\$	58.43
MINNESOTA REVENUE	MAY	\$	48.00
MUTUAL OF OMAHA	002125166901	\$	29.97
PAUL BUNYAN COMMUNICATIONS	4026700/JUN26-L	\$	248.64
PUBLIC UTILITIES COMMISSION	LIB/MAY26-L	\$	2,180.29
WASTE MANAGEMENT	0134762-2808-8 5/31/2026	\$	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$47,730.22

TOTAL ALL DEPARTMENTS: \$56,068.84

RESOLUTION NO. 2026-07
A RESOLUTION ACCEPTING DONATIONS

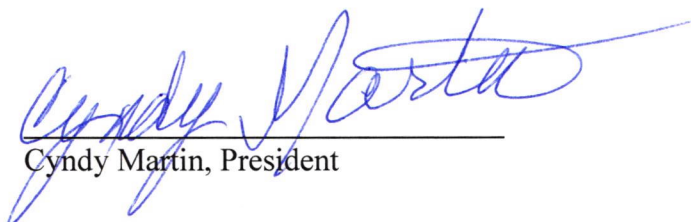
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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

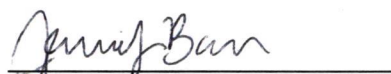
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Grand Rapids Area Library Foundation - \$4,500

Adopted this 8th day of July 2026



Cyndy Martin, President



Jennifer Barr, Secretary