

# GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

**Wednesday, February 08, 2023**

**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, February 8, 2023, at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair Martin called the meeting to order at 5:00 PM.

## CALL OF ROLL:

Present: Barr, Dobbs, Kee, Lassen, Martin, Richards, Squadroni

Absent: Blocker, Teigland

Staff: Will Richter, Director of Library Services

## APPROVAL OF AGENDA:

Motion to approve agenda with addition of Resolution 2023-03

Mover: Richards

Second: Kee

Result: Passed 7-0

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

None

## APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 01-11-2023.

Motion to approve 01-11-2023 Library Board Minutes as presented

Mover: Barr

Second: Lassen

Result: Passed 7-0

## COMMUNICATIONS:

None

## FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review Library Financials and consider a motion to approve payment of Bill List as presented.

Motion to approve payment of Bill List as presented

Mover: Richards

Second: Dobbs

Result: Passed 7-0 (roll-call)

## CONSENT AGENDA (Roll Call Vote Required):

3. Consider adopting Resolution 2023-02 accepting donations

Motion to adopt Resolution 2023-02 accepting donations.

Mover: Richards

Second: Kee

Result: Passed 7-0 (roll-call)

## REGULAR AGENDA:

4. Coalition of Greater MN Cities 2023 Legislative Priorities

(Informational)

5. Update from Encompass Inc.

(Informational)

6. Consider making a recommendation to City Council on hiring of temporary employees.

Motion to: make a recommendation to City Council on hiring Sherry Colter and Lisa Tabbert as temporary employees.

Mover: Richards

Second: Dobbs

Result: Passed 7-0 (roll-call)

7. Nature Playscape Concept

(Informational)

8. Addition to Agenda from above: Resolution 2023-03

Motion to adopt a resolution to revise Library Calendar to recognize Juneteenth Holiday on 06-19.

Mover: Richards

Second: Kee

Result: Passed 7-0 (roll-call)

UPDATES:

Friends

By Lassen, next meeting March 13<sup>th</sup> at the library

Foundation

By Barr, next meeting February 16<sup>th</sup> at Community Presbyterian

STAFF REPORTS:

9. Library Reports & Statistics  
Library Director Richter reviewed reports and statistics.

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:35 PM.

NEXT REGULAR MEETING IS SCHEDULED FOR March 8, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

## GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 8, 2023

DATE: 02/01/2023  
 TIME: 14:01:53  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/08/2023

VENDOR #	NAME	AMOUNT DUE
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PUBLIC LIBRARY		
0113100	AMAZON.COM	244.83
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	25.90
0201428	BAKER & TAYLOR LLC	1,989.44
0212124	BLACKSTONE PUBLISHING	88.03
0502705	EBSCO SUBSCRIPTION SERVICE	5.50
0514145	ENCOMPASS	4,372.50
0718010	CITY OF GRAND RAPIDS	1,700.00
0718060	GRAND RAPIDS HERALD REVIEW	82.75
0914325	INGRAM ENTERTAINMENT INC.	123.03
0914540	INNOVATIVE OFFICE SOLUTIONS LL	439.73
0914800	INVEST EARLY PROJECT	500.00
1605665	PERSONNEL DYNAMICS LLC	114.75
1901535	SANDSTROM'S INC	148.71
2114356	UNIQUE MANAGEMENT SERVICES	221.35

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$10,144.96

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.32
0113105	AMAZON CAPITAL SERVICES	126.72
0201675	ANDREAS BARNETT	40.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	41,486.20
1301146	MARCO TECHNOLOGIES, LLC	207.58
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	1,714.41
1309335	MINNESOTA REVENUE	32.46
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.23
1612200	GAVIN WILLIAM PLATT	40.00
1621130	P.U.C.	2,600.17
1901795	AMY M SAVELA	125.00
2209665	VISA	495.00
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$56,630.75

TOTAL ALL DEPARTMENTS \$66,775.71

RESOLUTION NO. 2023-2  
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

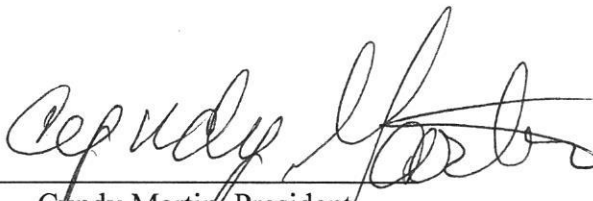
WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

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 Friends**  
**\$210.00 Totes for recycling**

**Grand Rapids Area Library Foundation**  
**\$500.00 Online Storytime**

Adopted this 8th day of February 2023

  
\_\_\_\_\_  
Cyndy Martin, President

  
\_\_\_\_\_  
Deb Kee, Secretary

Board member  
adoption:

introduced the following resolution and moved for its

RESOLUTION NO. 2023-3  
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,

**Revised to reflect State recognition of the Juneteenth Holiday.**

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
<b>H Mon June 19</b>	<b>Juneteenth Holiday</b>	<b>Closed</b>
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 8th day of February 2023.

  
Cindy Martin, President

Attest:

  
Deb Kee, 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.