



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, April 09, 2025

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, April 9, 2025 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 03-12-2025.

COMMUNICATIONS:

2. Note from Brian Oftelie

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

3. Review financial reports and consider a motion authorizing payment of the Library Bill List.

CONSENT AGENDA (Roll Call Vote Required):

4. Consider a resolution accepting donations.

REGULAR AGENDA:

5. Update on Federal and State funding for libraries.

6. Update on local library advocacy.

UPDATES:

Friends

Foundation

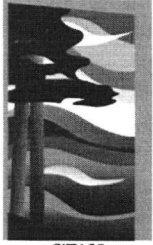
STAFF REPORTS:

7. Review library reports and statistics.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR MAY 14, 2025, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, March 12, 2025

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, March 12, 2025 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, Casteel, King, Litchke, Martin, Richards, Squadroni, Teigland

Absent: Dobbs

Staff: Will Richter, Library Director

APPROVAL OF AGENDA:

Motion to approve agenda.

Mover: Richards

Seconder: Casteel

Result: Passed unanimously

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

None

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from the 02-12-2025 meeting.

Motion to approve Minutes from the February meeting.

Mover: Teigland

Seconder: Squadroni

Result: Passed unanimously

COMMUNICATIONS:

Thank you cards from a recent school visit were passed around.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider a motion to authorize payment of the Library Bill List.

Motion to approve payment of the Library Bill.

Mover: Richards

Seconder: Teigland

Result: Passed 8-0 via roll-call

CONSENT AGENDA (Roll Call Vote Required):

3. Consider adopting a resolution accepting donations.

Motion to approve Consent Agenda.

Mover: Barr

Seconder: Litchke

Result: Passed 8-0 via roll-call

REGULAR AGENDA:

4. Consider submittal of Minnesota Public Library Annual Report and authorize the Board Chair and Library Director to sign the Approval Form.

Motion to approve Annual Report and authorize Board Chair and Library Director to sign the authorization form.

Mover: Richards

Seconder: Casteel

Result: Passed unanimously

5. Update on Minnesota Digital Library Phase 21 Application

Informational.

UPDATES:

Friends

By Teigland: Spring sale 4/14; Summer sale 7/11&12; annual meeting 6/4

Foundation

By Barr: met 2/20 to learn about 2025 projects

STAFF REPORTS:

6. Review library reports and statistics.

Library Director Richter reviewed library activities for the month of February.

ADJOURNMENT:

Meeting adjourned at 5:41 by Chair Martin.

NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 9, 2025, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 03/05/2025
 TIME: 13:05:54
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/12/2025

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0114200	ANDERSON GLASS	3,564.14
0118100	VESTIS GROUP INC	138.71
0118660	ARROWHEAD LIBRARY SYSTEM	33.97
0201428	BAKER & TAYLOR LLC	1,687.33
0212124	BLACKSTONE PUBLISHING	329.00
0221650	BURGGRAF'S ACE HARDWARE	50.96
0305485	CENGAGE LEARNING INC	27.19
0718010	CITY OF GRAND RAPIDS	3,493.34
0718060	GRAND RAPIDS HERALD REVIEW	1,281.00
0914540	INNOVATIVE OFFICE SOLUTIONS LL	7,578.13
1309055	MIDWEST TAPE LLC	238.40
1309525	UNIVERSITY OF MN (MINITEX)	150.00
1605665	PERSONNEL DYNAMICS LLC	1,318.20
1901535	SANDSTROM'S INC	100.93
2018680	TRU NORTH ELECTRIC LLC	1,327.65
2114356	UNIQUE MANAGEMENT SERVICES	186.40
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$21,505.35
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	54.63
0113105	AMAZON CAPITAL SERVICES	240.21
0205640	LEAGUE OF MN CITIES INS TRUST	2,542.41
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	54,548.63
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	124.21
1305725	METROPOLITAN LIFE INSURANCE CO	80.64
1309199	MINNESOTA ENERGY RESOURCES	1,347.52
1309335	MINNESOTA REVENUE	46.18
1516220	OPERATING ENGINEERS LOCAL #49	10,632.00
1518725	HALLEY ORTENBLAD	100.00
1601750	PAUL BUNYAN COMMUNICATIONS	324.96
1618120	MADELYN R PRATTO	50.00
2209665	VISA	2,090.00
2301700	WM CORPORATE SERVICES, INC	145.86
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$72,484.15
TOTAL ALL DEPARTMENTS		\$93,989.50

RESOLUTION NO. 2025-03
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,

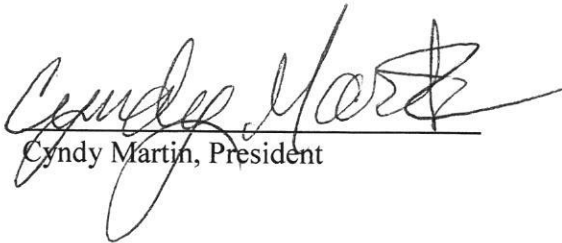
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Aletta Frisby - \$240.00 in Jimmy John's gift cards for staff lunches


Grand Rapids Area Library Foundation - \$1,953.85

Grand Rapids Area Library Friends - \$7,265.01

Adopted this 12th day of March 2025



Cyndy Martin, President



Jennifer Barr, Secretary



2024 Minnesota Public Library Annual Report Approval Form

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Minnesota Department of Education no later than April 1 each year.

Please print the name of the library submitting this form below.

Grand Rapids Area Library
Name of Library

I certify that I have read the library's annual report and approve its submission to the Minnesota Department of Education, State Library Services.

Cindy Martin 03/12/25 County
Signature and Date of Library Board President/City or County Representative

Cindy Martin 03/12/25 County
Printed Name of Library Board President/City or County Representative

Will Richter 3/12/25
Signature and Date of Library Director

Will Richter
Printed Name of Library Director

Please return this signed form by mail, email, or fax to:

State Library Services
Minnesota Department of Education
400 NE Stinson Blvd
Minneapolis, MN 55413

Email: verena.getahun@state.mn.us
Fax: 651-582-8752



Minnesota's public library annual report is made possible, in part, by funding from the Minnesota Department of Education through a Library Services and Technology Act (LSTA) grant from the Institute of Museum and Library Services.

3-18-25

CRYSTA. AMY. DEB
(and all wonderful library
people - volunteers, too)

Just a little tokens to show
my appreciation for being so
nice to me. You have saved
me a lot of money. Thank you.
Love ya.

These are "RUSSEL STOUERS"
BEST IN THE WORLD. You can
mix. match. trade. share.
Whatever you want.

The library - now this is doing
something GOOD for us
taxpayers.

You're beautiful and nice.
As CRYSTA says: "Yes, we're
not all mean." You gotta get
your own television show.

Sincerely

BRIAN OFTELIE

DATE: 04/02/2025
 TIME: 12:37:07
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/09/2025

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0118100	VESTIS GROUP INC	140.74
0118660	ARROWHEAD LIBRARY SYSTEM	25.28
0201428	BAKER & TAYLOR LLC	1,016.18
0212124	BLACKSTONE PUBLISHING	321.74
0215750	BOUNDARY WATERS JOURNAL	30.00
0305485	CENGAGE LEARNING INC	437.51
0502705	EBSCO SUBSCRIPTION SERVICE	17.33
0701650	GARTNER REFRIGERATION CO	2,153.60
0914540	INNOVATIVE OFFICE SOLUTIONS LL	673.09
1309055	MIDWEST TAPE LLC	181.43
1605665	PERSONNEL DYNAMICS LLC	816.24
1612225	PLAYAWAY PRODUCTS LLC	344.20
1901535	SANDSTROM'S INC	151.53
2114356	UNIQUE MANAGEMENT SERVICES	151.45

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$6,460.32

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.63
0113105	AMAZON CAPITAL SERVICES	846.46
0205640	LEAGUE OF MN CITIES INS TRUST	24,726.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	47,771.18
1015337	MICHELLE JOHNSON	182.80
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	124.21
1305725	METROPOLITAN LIFE INSURANCE CO	80.64
1309199	MINNESOTA ENERGY RESOURCES	1,472.16
1309335	MINNESOTA REVENUE	54.51
1415479	NORTHERN DRUG SCREENING INC	30.00
1516220	OPERATING ENGINEERS LOCAL #49	10,632.00
1518725	HALLEY ORTENBLAD	50.00
1601750	PAUL BUNYAN COMMUNICATIONS	324.96
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	4,788.45
2209665	VISA	256.53
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$91,747.29

TOTAL ALL DEPARTMENTS \$98,207.61

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 9, 2025

Item 3.

DATE: 04/02/25
 TIME: 12:31:51
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/09/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

0100053	AT&T MOBILITY							
L	03/10/25	01	LIB MAR SERVICE	999-99-00-00-1000			04/09/25	54.63
				HOLDING ACCOUNT				
							INVOICE TOTAL:	54.63
							VENDOR TOTAL:	54.63
0113105	AMAZON CAPITAL SERVICES							
L	02/24/25	01	5 BOOKS/PENCILS/WSHBL MARKERS	999-99-00-00-1000			04/09/25	284.19
				HOLDING ACCOUNT				
		02	FLYING DISCS/FLDRS/ENV/4 BOOKS	999-99-00-00-1000				170.30
				HOLDING ACCOUNT				
		03	WTRCLR PAPR/PAINT&PENCILS	999-99-00-00-1000				193.83
				HOLDING ACCOUNT				
		04	4 BKS/BTTRY/TNR CRTRDGE/GFTBGS	999-99-00-00-1000				198.14
				HOLDING ACCOUNT				
							INVOICE TOTAL:	846.46
							VENDOR TOTAL:	846.46
0118100	VESTIS GROUP INC							
2630399964-L	03/11/25	01	MATS	211-00-75-30-3070	20250738		04/09/25	35.89
				LAUNDRY				
		02	MOPS/TOWELS/WIPERS/#350041513	211-00-75-20-2150	20250738			34.48
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	70.37
2630405125-L	03/25/25	01	MATS	211-00-75-30-3070	20250851		04/09/25	35.89
				LAUNDRY				
		02	MOPS/TOWELS/WIPERS/#350041513	211-00-75-20-2150	20250851			34.48
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	70.37
							VENDOR TOTAL:	140.74
0118660	ARROWHEAD LIBRARY SYSTEM							

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0118660 ARROWHEAD LIBRARY SYSTEM								
15265-L	02/28/25	01	OVERDUE NOTICES FEB 25	211-00-75-20-2010	20250703		04/09/25	25.28
				OFFICE SUPPLIES				
							INVOICE TOTAL:	25.28
							VENDOR TOTAL:	25.28
0201428 BAKER & TAYLOR LLC								
2038905004-L	02/24/25	01	10 BOOKS/#209977 L025981	211-00-75-20-2110	20250677		04/09/25	170.74
				BOOKS				
							INVOICE TOTAL:	170.74
2038921385-L	03/06/25	01	1 BOOK/ #209977 L411199	211-00-75-20-2110	20250704		04/09/25	10.31
				BOOKS				
							INVOICE TOTAL:	10.31
2038933541-L	03/10/25	01	14 BOOKS/#209977 L025981	211-00-75-20-2110	20250747		04/09/25	220.18
				BOOKS				
							INVOICE TOTAL:	220.18
2038941623-L	03/12/25	01	25 BOOKS/#209977 L025981	211-00-75-20-2110	20250775		04/09/25	376.10
				BOOKS				
							INVOICE TOTAL:	376.10
2038946758-L	03/13/25	01	5 BOOKS/#209977 L025981	211-00-75-20-2110	20250845		04/09/25	32.80
				BOOKS				
							INVOICE TOTAL:	32.80
2038965248-L	03/24/25	01	13 BOOKS/#209977 L025981	211-00-75-20-2110	20250865		04/09/25	206.05
				BOOKS				
							INVOICE TOTAL:	206.05
							VENDOR TOTAL:	1,016.18
0205640 LEAGUE OF MN CITIES INS TRUST								
L	01/27/25	01	LIB FUND 2025 GEN LIAB INS	999-99-00-00-1000			04/09/25	24,726.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	24,726.00
							VENDOR TOTAL:	24,726.00

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/09/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0212124 BLACKSTONE PUBLISHING								
2189438-L	02/27/25	01	3 CDS/CUST ID#101678	211-00-75-20-2120	20250679		04/09/25	141.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		141.00
2191876-L	03/19/25	01	4 CDS/C#101678	211-00-75-20-2120	20250848		04/09/25	180.74
				AUDIO/VISUAL				
						INVOICE TOTAL:		180.74
						VENDOR TOTAL:		321.74
0215750 BOUNDARY WATERS JOURNAL								
2025/SUBSCRIP-L	03/11/25	01	SUBSCRIPTION RENEWAL	211-00-75-20-2140	20250705		04/09/25	30.00
				PERIODICALS				
						INVOICE TOTAL:		30.00
						VENDOR TOTAL:		30.00
0305485 CENGAGE LEARNING INC								
86979871-L	03/06/25	01	7 BOOKS/ACCT #154757	211-00-75-20-2110	20250793		04/09/25	69.90
				BOOKS				
						INVOICE TOTAL:		69.90
86987258-L	03/07/25	01	14 BOOKS	211-00-75-20-2110	20250759		04/09/25	301.48
				BOOKS				
						INVOICE TOTAL:		301.48
86987263-L	03/07/25	01	2 BOOKS	211-00-75-20-2110	20250759		04/09/25	21.30
				BOOKS				
						INVOICE TOTAL:		21.30
86987337-L	03/07/25	01	1 BOOK/A#154757	211-00-75-20-2110	20250759		04/09/25	21.44
				BOOKS				
						INVOICE TOTAL:		21.44
87063682-L	03/21/25	01	1 BOOK/A#154757	211-00-75-20-2110	20250878		04/09/25	23.39
				BOOKS				
						INVOICE TOTAL:		23.39
						VENDOR TOTAL:		457.51

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INVOICES DUE ON/BEFORE 04/09/2025

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0502705 EBSCO SUBSCRIPTION SERVICE								
2503969-L	03/13/25	01	NTL WOOD CARVERS RATE ADJ	211-00-75-20-2140	20250777		04/09/25	17.33
				PERIODICALS				
							INVOICE TOTAL:	17.33
							VENDOR TOTAL:	17.33
0605191 FIDELITY SECURITY LIFE								
L	03/17/25	01	LIB MAR VISION	999-99-00-00-1000			04/09/25	6.90
				HOLDING ACCOUNT				
							INVOICE TOTAL:	6.90
							VENDOR TOTAL:	6.90
0701650 GARTNER REFRIGERATION CO								
103970-L	02/16/25	01	REPAIR AHU-1 & AHU-2 ACTUATORS	211-00-75-30-4070	20250779		04/09/25	617.50
				GENERAL EQUIP MAINT/REPAIR				
		02	PARTS	211-00-75-30-4070	20250779			1,359.94
				GENERAL EQUIP MAINT/REPAIR				
		03	FREIGHT	211-00-75-30-4070	20250779			62.76
				GENERAL EQUIP MAINT/REPAIR				
		04	MILEAGE	211-00-75-30-4070	20250779			113.40
				GENERAL EQUIP MAINT/REPAIR				
							INVOICE TOTAL:	2,153.60
							VENDOR TOTAL:	2,153.60
0718015 GRAND RAPIDS CITY PAYROLL								
L	02/21/25	01	LIB PAYROLL 2/21/25	999-99-00-00-1000			04/09/25	23,931.21
				HOLDING ACCOUNT				
		02	LIB PAYROLL 3/7/25	999-99-00-00-1000				23,839.97
				HOLDING ACCOUNT				
							INVOICE TOTAL:	47,771.18
							VENDOR TOTAL:	47,771.18
0914540 INNOVATIVE OFFICE SOLUTIONS LL								

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INVOICES DUE ON/BEFORE 04/09/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0914540 INNOVATIVE OFFICE SOLUTIONS LL								
IN4802219-L	03/31/25	01	TONER 414A BK	211-00-75-20-2060	20250877		04/09/25	203.16
				COMPUTER SUPPLIES				
		02	TONER 414A CN/MG	211-00-75-20-2060	20250877			262.96
				COMPUTER SUPPLIES				
		03	SWFT CLOTH/CLX DISF WIPES	211-00-75-20-2150	20250877			200.22
				MAINTENANCE TOOLS/SUPPLIES				
		04	NOTE 3X3/C#NB07789	211-00-75-20-2010	20250877			6.75
				OFFICE SUPPLIES				
							INVOICE TOTAL:	673.09
							VENDOR TOTAL:	673.09
1015337 MICHELLE JOHNSON								
L	03/31/25	01	3/5&20 CTLG WRKSHP 244MLS@\$.70	999-99-00-00-1000			04/09/25	170.80
				HOLDING ACCOUNT				
		02	3/20 CATALOG WRKSHP MEAL	999-99-00-00-1000				12.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	182.80
							VENDOR TOTAL:	182.80
1209520 EMILY LINDNER								
L	03/31/25	01	BOOK CLUB MEETING 3/24/25	999-99-00-00-1000			04/09/25	150.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00
1301146 MARCO TECHNOLOGIES, LLC								
L	03/17/25	01	LIB MAR COPIER LEASE	999-99-00-00-1000			04/09/25	124.21
				HOLDING ACCOUNT				
							INVOICE TOTAL:	124.21
							VENDOR TOTAL:	124.21
1305725 METROPOLITAN LIFE INSURANCE CO								

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INVOICES DUE ON/BEFORE 04/09/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1305725 METROPOLITAN LIFE INSURANCE CO								
L	03/03/25	01	LIB MAR SUPP/LIFE INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	80.64
							INVOICE TOTAL:	80.64
							VENDOR TOTAL:	80.64
1309055 MIDWEST TAPE LLC								
506846521-L	03/06/25	01	1 DVD/C#2000006802	211-00-75-20-2120 AUDIO/VISUAL	20250757		04/09/25	25.49
							INVOICE TOTAL:	25.49
506949824-L	03/28/25	01	6 DVDS/C#2000006802	211-00-75-20-2120 AUDIO/VISUAL	20250913		04/09/25	155.94
							INVOICE TOTAL:	155.94
							VENDOR TOTAL:	181.43
1309199 MINNESOTA ENERGY RESOURCES								
L	03/24/25	01	LIB FEB NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	1,472.16
							INVOICE TOTAL:	1,472.16
							VENDOR TOTAL:	1,472.16
1309335 MINNESOTA REVENUE								
L	02/19/25	01	LIB JAN SALES TAX PAYABLE	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	54.51
							INVOICE TOTAL:	54.51
							VENDOR TOTAL:	54.51
1415479 NORTHERN DRUG SCREENING INC								
L	03/24/25	01	PRE-EMPLOYMENT SCREEN LIB	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	30.00
							INVOICE TOTAL:	30.00
							VENDOR TOTAL:	00

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 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/09/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1516220 OPERATING ENGINEERS LOCAL #49								
L	03/03/25	01	LIB APR HEALTH INS PREMIUM	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	10,632.00
							INVOICE TOTAL:	10,632.00
							VENDOR TOTAL:	10,632.00
1518725 HALLEY ORTENBLAD								
L	03/31/25	01	LEGO PROGRAM 3/24/25	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	50.00
							INVOICE TOTAL:	50.00
							VENDOR TOTAL:	50.00
1601750 PAUL BUNYAN COMMUNICATIONS								
L	03/03/25	01	LIB MAR SERVICE & LINE CHARGES	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	324.96
							INVOICE TOTAL:	324.96
							VENDOR TOTAL:	324.96
1605665 PERSONNEL DYNAMICS LLC								
54501-L	03/08/25	01	S WAGNER WEEK ENDING 3/8/25	211-00-75-10-1050 CONTRACTED SERVICES	20250743		04/09/25	101.40
							INVOICE TOTAL:	101.40
54511-L	03/15/25	01	S WAGNER 28 HRS W/E 3/15	211-00-75-10-1050 CONTRACTED SERVICES	20250794		04/09/25	714.84
							INVOICE TOTAL:	714.84
							VENDOR TOTAL:	816.24
1612225 PLAYAWAY PRODUCTS LLC								
494623-L	03/26/25	01	5 PLAYAWAYS	211-00-75-20-2120 AUDIO/VISUAL	20250847		04/09/25	344.20
							INVOICE TOTAL:	344.20
							VENDOR TOTAL:	20

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 9, 2025

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/09/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1618120 MADELYN R PRATTO								
L	03/31/25	01	LEGO PROGRAM 3/24/25	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	50.00
							INVOICE TOTAL:	50.00
							VENDOR TOTAL:	50.00
1621130 P.U.C.								
L	02/24/25	01	LIB JAN UTILITIES	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	2,459.05
		02	LIB FEB UTILITIES	999-99-00-00-1000 HOLDING ACCOUNT				2,329.40
							INVOICE TOTAL:	4,788.45
							VENDOR TOTAL:	4,788.45
1901535 SANDSTROM'S INC								
539830-L	03/31/25	01	TOWEL ROLL	211-00-75-20-2150 20250883 MAINTENANCE TOOLS/SUPPLIES			04/09/25	56.36
		02	TOIL TISS	211-00-75-20-2150 20250883 MAINTENANCE TOOLS/SUPPLIES				44.57
		03	FOAM HAND SOAP/C#320023	211-00-75-20-2150 20250883 MAINTENANCE TOOLS/SUPPLIES				50.60
							INVOICE TOTAL:	151.53
							VENDOR TOTAL:	151.53
2114356 UNIQUE MANAGEMENT SERVICES								
6136726-L	02/28/25	01	FEB PLACEMENTS	211-00-75-30-3300 20250745 PROFESSIONAL SERV-COLLECTI			04/09/25	151.45
							INVOICE TOTAL:	151.45
							VENDOR TOTAL:	151.45
2209665 VISA								
L	03/17/25	01	MN LIB ASSN-ANNUAL MEMBERSHIP	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	230.00

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 9, 2025

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/09/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2209665			VISA					
L	03/17/25	02	WALMART-PLATES/FORKS	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	26.53
							INVOICE TOTAL:	256.53
							VENDOR TOTAL:	256.53
2301700			WM CORPORATE SERVICES, INC					
L	03/17/25	01	LIB FEB SERVICES	999-99-00-00-1000 HOLDING ACCOUNT			04/09/25	145.86
							INVOICE TOTAL:	145.86
							VENDOR TOTAL:	145.86
							TOTAL ALL INVOICES:	98,207.61

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE THREE MONTHS ENDING MARCH 31, 2025
With Comparative Totals for March 31, 2024

	2024 Actual	2025 Actual	2025 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	490,352	570,717	570,717	
Compensated Absences	-	-	-	
Emergency/unanticipated Expenditures	69,091	69,091	69,091	
Major Equipment Replacement	215,796	215,796	215,796	
TOTAL FUND BALANCE 1/1/XX	775,239	855,604	855,604	
Revenues:				
Taxes	-	-	830,187	0%
Intergovernmental	-	-	145,000	0%
Charges for Services	11,516	12,881	28,081	46%
Fines & Forfeits	-	7	-	0%
GR Library Foundation	1,966	4,035	-	0%
Miscellaneous	7,056	13,864	5,800	239%
Other Sources-Operating Transfer	-	-	-	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	20,539	30,786	1,009,068	3%
Expenditures:				
Personnel	161,046	168,075	748,700	22%
Supplies/Materials	33,076	26,122	90,500	29%
Other Services/Charges	33,166	37,089	169,868	22%
TOTAL EXPENDITURES	227,288	231,286	1,009,068	23%
OPERATING SURPLUS (DEFICIT)	(206,749)	(200,500)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	-	-	0%
Fund Balance 3/31/XX				
Cash Flow	283,603	370,217	570,717	
Compensated Absences	-	-	-	
Emergency/unanticipated Expenditures	69,091	69,091	69,091	
Major Equipment Replacement	215,796	215,796	215,796	
TOTAL FUND BALANCE 3/31/XX	\$ 568,490	\$ 655,104	\$ 855,604	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$38,833 as of 2/28/25. This endowment is not available for current operations.

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **MARCH 31, 2025**

Item 3.

Account Number	Account Description	2025 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 830,187	\$ -	0%
211-00-33-00-6300	LIBRARY CONTRACTS	145,000	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	-	0%
211-00-34-00-7970	PHOTO COPIES	2,000	710	36%
211-00-34-00-7975	INTERNET	2,000	315	16%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	-	0%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	11,690	64%
211-00-34-00-7990	FAX MACHINE USE	500	165	33%
211-00-35-00-1030	LIBRARY FINES	-	7	0%
211-00-37-00-2310	DONATIONS	1,500	11,923	795%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,503	116%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	-	4,035	0%
211-00-37-00-2450	MISCELLANEOUS	-	439	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	-	0%
		1,009,068	30,786	3%
211-00-39-00-5500	FUND BALANCE USAGE	-	-	0%
211-00-75-00-7200	OPERATING TRANSFER OUT	-	-	0%
211-00-75-10-1010	SALARY-FULL TIME	432,574	91,045	21%
211-00-75-10-1030	SALARY-PARTTIME	96,799	25,112	26%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	3,414	40%
211-00-75-10-1210	PERA	39,305	8,239	21%
211-00-75-10-1220	FICA	32,821	7,087	22%
211-00-75-10-1250	MEDICARE	7,676	1,657	22%
211-00-75-10-1310	HEALTH INSURANCE	128,370	30,816	24%
211-00-75-10-1330	LIFE INSURANCE	232	69	30%
211-00-75-10-1510	WORKERS COMPENSATION	2,413	636	26%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	336	4%
211-00-75-20-2020	COPY SUPPLIES	1,500	-	0%
211-00-75-20-2030	PRINTING/BINDING	1,000	-	0%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	1,719	57%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	-	0%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	10,000	-	0%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	7,451	745%
211-00-75-20-2095	PRGM SUP & MATERIALS	1,000	1,271	127%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	32	2%
211-00-75-20-2110	BOOKS	39,000	12,329	32%
211-00-75-20-2120	AUDIO/VISUAL	9,000	1,556	17%
211-00-75-20-2130	NEWSPAPERS	2,000	473	24%
211-00-75-20-2140	PERIODICALS	7,500	47	1%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	908	30%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	30	6%
211-00-75-30-3010	ACCOUNTING SERVICES	1,600	-	0%
211-00-75-30-3070	LAUNDRY	1,000	248	25%
211-00-75-30-3090	JANITORIAL SERVICES	20,960	5,240	25%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	750	6%
211-00-75-30-3210	TELEPHONE	6,000	1,139	19%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	2,090	60%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	3,000	-	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	338	17%
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	500	183	37%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	1,281	214%
211-00-75-30-3610	GENERAL INSURANCE	26,208	6,180	24%
211-00-75-30-3810	ELECTRICITY	35,000	4,788	14%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	292	15%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **MARCH 31, 2025**

Item 3.

Account Number	Account Description	2025 Budget	Year to Date	Percent of Budget
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	2,820	35%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	2,317	24%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	5,067	34%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	451	5%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,110	37%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	2,154	27%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	373	25%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	-	240	0%
	TOTAL EXPENDITURES	1,009,068	231,286	23%
	SURPLUS REVENUES/(EXPENDITURES)	-	(200,500)	

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 3 PERIODS ENDING MARCH 31, 2025

PAGE: 1
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	0.00	830,187.00	0.00	0.00	830,187.00	0
211-00-31-00-0200	DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
211-00-31-00-4055	FISCAL DISPARITIES	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	830,187.00	0.00	0.00	830,187.00	0
TOTAL TAXES		0.00	830,187.00	0.00	0.00	830,187.00	0
INTERGOVERNMENTAL							
211-00-33-00-4060	SUPPLEMENTAL AID	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4250	STATE OF MINNESOTA	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-6300	LIBRARY CONTRACTS	0.00	145,000.00	0.00	0.00	145,000.00	0
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	145,000.00	0.00	0.00	145,000.00	0
TOTAL INTERGOVERNMENTAL		0.00	145,000.00	0.00	0.00	145,000.00	0
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,281.00	0.00	0.00	5,281.00	0
211-00-34-00-7970	PHOTO COPIES	195.24	2,000.00	710.37	0.00	1,289.63	36
211-00-34-00-7975	INTERNET	149.75	2,000.00	315.22	0.00	1,684.78	16
211-00-34-00-7980	LIBRARY FEES-PROCTORING	0.00	100.00	0.00	0.00	100.00	0
211-00-34-00-7982	PASSPORT PROCESSING FEE	3,360.00	18,200.00	11,690.00	0.00	6,510.00	64
211-00-34-00-7985	POSTAGE REIMBURSEMENTS-TESTS	0.00	0.00	0.00	0.00	0.00	0
211-00-34-00-7990	FAX MACHINE USE	75.67	500.00	165.19	0.00	334.81	33
TOTAL		3,780.66	28,081.00	12,880.78	0.00	15,200.22	46
TOTAL CHARGES FOR SERVICES		3,780.66	28,081.00	12,880.78	0.00	15,200.22	46
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	0.00	0.00	7.00	0.00	(7.00)	100
TOTAL		0.00	0.00	7.00	0.00	(7.00)	100

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL FINES & FORFEITS		0.00	0.00	7.00	0.00	(7.00)	100
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	75.00	1,500.00	11,922.55	0.00	(10,422.55)	795
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,502.88	1,300.00	1,502.88	0.00	(202.88)	116
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	0.00	0.00	4,034.56	0.00	(4,034.56)	100
211-00-37-00-2368	DONATIONS-ADA PROJECT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2421	MIRC GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2450	MISCELLANEOUS	110.73	0.00	438.54	0.00	(438.54)	100
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	3,000.00	0.00	0.00	3,000.00	0
211-00-37-00-5105	NET +/- FAIR VALUE-INVSTMT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		1,688.61	5,800.00	17,898.53	0.00	(12,098.53)	309
TOTAL MISCELLANEOUS REVENUE		1,688.61	5,800.00	17,898.53	0.00	(12,098.53)	309
OTHER SOURCES							
211-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5010	SALES OF GENL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5030	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5500	FUND BALANCE USAGE	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SOURCES		0.00	0.00	0.00	0.00	0.00	0
TOTAL REVENUES:		5,469.27	1,009,068.00	30,786.31	0.00	978,281.69	3
EXPENSES							
GENERAL ADMINISTRATION							
211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 3 PERIODS ENDING MARCH 31, 2025

PAGE: 3
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	32,998.00	432,574.00	91,044.71	0.00	341,529.29	21
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1030	SALARY-PARTTIME	8,537.32	96,799.00	25,112.43	0.00	71,686.57	26
211-00-75-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1050	CONTRACTED SERVICES	816.24	8,510.00	3,413.85	816.24	4,279.91	50
211-00-75-10-1210	PERA	3,115.16	39,305.00	8,239.33	0.00	31,065.67	21
211-00-75-10-1220	FICA	2,529.22	32,821.00	7,086.62	0.00	25,734.38	22
211-00-75-10-1250	MEDICARE	591.48	7,676.00	1,657.30	0.00	6,018.70	22
211-00-75-10-1310	HEALTH INSURANCE	10,632.00	128,370.00	30,816.00	0.00	97,554.00	24
211-00-75-10-1330	LIFE INSURANCE	23.04	232.00	69.12	0.00	162.88	30
211-00-75-10-1347	VISION INSURANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1420	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1510	WORKERS COMPENSATION	211.87	2,413.00	635.61	0.00	1,777.39	26
TOTAL PERSONNEL		59,454.33	748,700.00	168,074.97	816.24	579,808.79	23
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	6.75	8,000.00	336.49	25.28	7,638.23	5
211-00-75-20-2020	COPY SUPPLIES	0.00	1,500.00	0.00	0.00	1,500.00	0
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	493.01	3,000.00	1,718.74	0.00	1,281.26	57
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	0.00	0.00	2,500.00	0
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	10,000.00	0.00	0.00	10,000.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	7,450.66	0.00	(6,450.66)	745
211-00-75-20-2095	PRGM SUP & MATERIALS	373.12	1,000.00	1,270.98	0.00	(270.98)	127
211-00-75-20-2100	OPERATING SUPPLIES	31.98	2,000.00	31.98	0.00	1,968.02	2
211-00-75-20-2110	BOOKS	1,413.23	39,000.00	12,328.98	1,450.29	25,220.73	35
211-00-75-20-2120	AUDIO/VISUAL	706.37	9,000.00	1,555.77	691.43	6,752.80	25
211-00-75-20-2130	NEWSPAPERS	0.00	2,000.00	473.09	0.00	1,526.91	24
211-00-75-20-2140	PERIODICALS	47.33	7,500.00	47.33	47.33	7,405.34	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	521.64	3,000.00	908.42	68.96	2,022.62	33
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2210	EQUIPMENT PARTS	0.00	0.00	0.00	0.00	0.00	0

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 3 PERIODS ENDING MARCH 31, 2025

PAGE: 4
F-YR: 25

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL SUPPLIES & MATERIALS		3,593.43	90,500.00	26,122.44	2,283.29	62,094.27	31
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	30.00	500.00	30.00	0.00	470.00	6
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	1,600.00	0.00	0.00	1,600.00	0
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	71.78	1,000.00	247.79	71.78	680.43	32
211-00-75-30-3090	JANITORIAL SERVICES	1,746.67	20,960.00	5,240.01	0.00	15,719.99	25
211-00-75-30-3100	OTHER CONTRACTED SERVICES	250.00	12,000.00	750.00	400.00	10,850.00	10
211-00-75-30-3210	TELEPHONE	379.59	6,000.00	1,138.76	0.00	4,861.24	19
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	2,090.00	0.00	1,410.00	60
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	3,000.00	0.00	0.00	3,000.00	0
211-00-75-30-3255	STAFF TRAINING	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	337.85	151.45	1,510.70	24
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	182.80	500.00	182.80	0.00	317.20	37
211-00-75-30-3510	PUBLISHING & ADVERTISING	0.00	600.00	1,281.00	1,281.00	(1,962.00)	427
211-00-75-30-3610	GENERAL INSURANCE	2,060.00	26,208.00	6,180.00	0.00	20,028.00	24
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	4,788.45	0.00	30,211.55	14
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	291.72	0.00	1,708.28	15
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	2,819.68	0.00	5,180.32	35
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	2,317.05	0.00	7,182.95	24
211-00-75-30-4010	BUILDING MAINT/REPAIRS	0.00	15,000.00	5,067.29	0.00	9,932.71	34
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	450.84	0.00	8,549.16	5
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,000.00	1,109.50	0.00	1,890.50	37
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	2,153.60	2,153.60	3,692.80	54
211-00-75-30-4100	EQUIPMENT LEASES	124.21	1,500.00	372.63	0.00	1,127.37	25
211-00-75-30-4150	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4200	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4300	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4330	DUES & SUBCRIPTIONS	0.00	0.00	240.00	0.00	(240.00)	100
211-00-75-30-4900	TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SERVICES & CHARGES		4,845.05	169,868.00	37,088.97	4,057.83	128,721.20	24

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 3 PERIODS ENDING MARCH 31, 2025

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	0.00	0.00	0.00	0
211-00-75-50-5900	BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0
TOTAL GENERAL ADMINISTRATION		67,892.81	1,009,068.00	231,286.38	7,157.36	770,624.26	24
TOTAL EXPENSES:		67,892.81	1,009,068.00	231,286.38	7,157.36	770,624.26	24
TOTAL FUND REVENUES		5,469.27	1,009,068.00	30,786.31	0.00	978,281.69	3
TOTAL FUND EXPENSES		67,892.81	1,009,068.00	231,286.38	7,157.36	770,624.26	24
FUND SURPLUS (DEFICIT)		(62,423.54)	0.00	(200,500.07)			
TOTAL ALL FUND REVENUES		5,469.27	1,009,068.00	30,786.31	0.00	978,281.69	3
TOTAL ALL FUND EXPENSES		67,892.81	1,009,068.00	231,286.38	7,157.36	770,624.26	24
ALL FUND SURPLUS (DEFICIT)		(62,423.54)	0.00	(200,500.07)			

FUND: PUBLIC LIBRARY
 FOR 3 PERIODS ENDING MARCH 31, 2025

ACCOUNT #	DESCRIPTION	BALANCE 01/01/25	NET DEBITS	NET CREDITS	BALANCE 03/31/25
ASSETS					
211-00-00-00-0100	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-0110	DUE TO OTHER FUNDS	0.00	149,141.90	149,141.90	0.00
211-00-00-00-1010	CASH	840,143.59	27,116.26	272,623.65	594,636.20
211-00-00-00-1019	PETTY CASH FUND	20.00	0.00	0.00	20.00
211-00-00-00-1020	CHANGE FUND	70.00	0.00	0.00	70.00
211-00-00-00-1041	UNREALIZED FAIR VALUE-INVSTMT	(4,493.66)	0.00	0.00	(4,493.66)
211-00-00-00-1050	TAXES RECEIVABLE-CURRENT	0.00	0.00	0.00	0.00
211-00-00-00-1070	TAXES RECEIVABLE-DELINQUENT	34,306.00	0.00	0.00	34,306.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	1,400.00	0.00	0.00	1,400.00
211-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-1313	DUE FROM ALS	0.00	0.00	0.00	0.00
211-00-00-00-1314	GR AREA LIB FND ENDOWMENT	0.00	0.00	0.00	0.00
211-00-00-00-1315	DUE FROM ST PAUL & MN COM FDN	38,804.21	0.00	0.00	38,804.21
211-00-00-00-1320	DUE FROM OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1321	DUE FROM US GOV'T	0.00	0.00	0.00	0.00
211-00-00-00-1550	PREPAID ITEMS	3,877.39	0.00	3,877.39	0.00
211-00-00-00-1551	PREPAID INSURANCE	10,172.64	27,268.41	16,988.25	20,452.80
211-00-00-00-1620	BUILDINGS	0.00	0.00	0.00	0.00
211-00-00-00-1621	ACCUMULATED DEPRECIATION	0.00	0.00	0.00	0.00
211-00-00-00-1630	IMPROVEMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1800	ENCUMBRANCES	0.00	20,916.26	13,778.89	7,137.37
TOTAL		924,300.17	224,442.83	456,410.08	692,332.92
TOTAL ASSETS		924,300.17	224,442.83	456,410.08	692,332.92
LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	14,388.33	272,623.65	253,976.10	(4,259.22)
211-00-00-00-2030	SALES TAX PAYABLE	0.00	91.98	136.49	44.51
211-00-00-00-2060	CONTRACTS PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2070	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-2080	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
211-00-00-00-2170	ACCRUED WAGES PAYABLE	16,001.51	16,001.51	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	34,306.00	0.00	0.00	34,306.00
211-00-00-00-2220	DEFERRED REVENUES	4,000.00	4,000.00	0.00	0.00
TOTAL		68,695.84	292,717.14	254,112.59	30,046.29

FUND: PUBLIC LIBRARY
 FOR 3 PERIODS ENDING MARCH 31, 2025

ACCOUNT #	DESCRIPTION	BALANCE 01/01/25	NET DEBITS	NET CREDITS	BALANCE 03/31/25

TOTAL LIABILITIES		68,695.84	292,717.14	254,112.59	30,091.29
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	855,604.33	0.00	0.00	855,604.33
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	13,778.89	20,916.26	7,137.37

TOTAL		855,604.33	13,778.89	20,916.26	862,741.70
	FUND SURPLUS (DEFICIT)	0.00	200,500.07	0.00	(200,500.07)

TOTAL FUND EQUITY		855,604.33	214,278.96	20,916.26	662,241.63

TOTAL LIABILITIES AND FUND EQUITY		924,300.17	506,996.10	275,028.85	692,332.92

RESOLUTION NO. 2025-04
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 - \$1,112.34

Matt Patrick and Family in memory of Vickie Davis Patrick \$75.00

Adopted this 9th day of April 2025

Cyndy Martin, President

Jennifer Barr, Secretary

PRESIDENTIAL ACTIONS

CONTINUING THE REDUCTION OF THE FEDERAL BUREAUCRACY

The White House

March 14, 2025

By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered:

Section 1. Purpose. This order continues the reduction in the elements of the Federal bureaucracy that the President has determined are unnecessary.

Sec. 2. Reducing the Scope of the Federal Bureaucracy.

(a) Except as provided in subsection (b) of this section, the non-statutory components and functions of the following governmental entities shall be eliminated to the maximum extent consistent with applicable law, and such entities shall reduce the performance of their statutory functions and associated personnel to the minimum presence and function required by law:

- (i) the Federal Mediation and Conciliation Service;
- (ii) the United States Agency for Global Media;
- (iii) the Woodrow Wilson International Center for Scholars in the Smithsonian Institution;
- (iv) the Institute of Museum and Library Services;
- (v) the United States Interagency Council on Homelessness;
- (vi) the Community Development Financial Institutions Fund; and
- (vii) the Minority Business Development Agency.

(b) Within 7 days of the date of this order, the head of each governmental entity listed in subsection (a) of this section shall submit a report to the Director of the Office of Management and Budget confirming full compliance with this order and explaining

which components or functions of the governmental entity, if any, are statutorily required and to what extent. Item 5.

(c) In reviewing budget requests submitted by the governmental entities listed in subsection (a) of this section, the Director of the Office of Management and Budget or the head of any executive department or agency charged with reviewing grant requests by such entities shall, to the extent consistent with applicable law and except insofar as necessary to effectuate an expected termination, reject funding requests for such governmental entities to the extent they are inconsistent with this order.

Sec. 3. General Provisions. (a) Nothing in this order shall be construed to impair or otherwise affect:

(i) the authority granted by law to an executive department, agency, or the head thereof; or

(ii) the functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(b) This order shall be implemented consistent with applicable law and subject to the availability of appropriations.

(c) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

THE WHITE HOUSE,
March 14, 2025.

NEWS

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THE WHITE HOUSE

1600 Pennsylvania Ave NW
Washington, DC 20500

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Style Guide

Minnesota's publicly funded library consortium

*Federal funding from the Library Services and Technology Act, provided by the U.S. Institute of Museum and Library Services, enables Minitex to collaborate with Minnesota's entire library community. We centralize processes, share resources and infrastructure, and leverage economies of scale to provide **high-quality services that save money and use public resources as efficiently as possible.***

Interlibrary Loan

The rich resources of Minnesota libraries, available to patrons and libraries in every corner of the state, via our convenient online portal, MNLINK.org. Thanks to the participation of most public and academic libraries in Minnesota, library patrons have access to a combined catalog of more than **10 million items**.



Southwest Minnesota Testimonial

"The process of conducting my research has been greatly facilitated by the ability to request various newspaper microfilms (not digitized), which are subsequently sent to my local library. As a professional writer and researcher, I am immensely grateful for the prompt support provided by MNLINK, which offers an exceptional service throughout the state of Minnesota.

eLibrary Minnesota

This collection of education and research resources includes encyclopedia, magazine, journal, and newspaper articles, plus multimedia, primary sources, and more. These resources are essential to the success of Minnesota learners from grade school through graduate school and beyond. Last year, eLibrary Minnesota was searched **55 million** times.



Northwest Minnesota Testimonial

"Minitex databases and digital resources are a game-changer for expanding the content we are able to provide to our students."

Seven-County Metropolitan Area Testimonial

Minitex ELM resources provide my health sciences students with opportunities to find out about how to open a private business. Without those free resources, we would have very limited access to business resources.

Ebooks Minnesota



Minnesota's statewide ebook collection for readers of all ages. EbooksMN.org offers Minnesota readers nearly 10,000 books, with no need for checkouts or returns. And most Minnesota K-12 schools can add all 10,000 to their local collection with just the click of a mouse. Last year alone, student checkouts went up **25 percent**.

Seven-County Metropolitan Area Testimonial

"We had been subscribing to a very expensive ebook platform. After putting the Ebooks Minnesota collection into our district account, we were able to move away from it. Ebooks Minnesota allowed us to provide great options for students and put the savings toward other crucial resources."

Southeast Minnesota Testimonial

"Our district now has an online schooling option and it is nice to be able to have a large library of ebooks for those students to access."

Minnesota Digital Library



Historical content from Minnesota's cultural heritage organizations, all in one place. MDL's 60,000 items depict history from all 87 Minnesota counties and are sourced from the collections of 204 historical societies, libraries, archives, and cultural organizations from across the state.

Seven-County Metropolitan Area Testimonial

"I just found an interview with my great-grandmother on my bubbie's side and great-grandmother on my zaide's side about Jewish life in St. Paul. I am enraptured. I never heard their voices, and here they are laughing together, the matriarchs of my whole family. I just wanted to share appreciation for this project and everyone on the team, whose efforts to make recordings from decades ago. I can find it on Google, access it on my phone, and share it with my cousins across the country instantly. Thanks for all your work."

Minitex

University of Minnesota
Wilson Library, Room 60
309 19th Avenue South
Minneapolis, MN 55455

Contact Us

☎ Phone: 612-624-4002
☎ Toll-Free: 800-462-5348
📠 Fax: 612-624-4508
🌐 minitex.umn.edu

Minitex is an information and resource sharing program of the Minnesota Office of Higher Education and the University of Minnesota Libraries.

HOW FEDERAL FUNDING BENEFITS MINNESOTA LIBRARIES AND RESIDENTS

Library Service and Technology Act (LSTA) Grants to States Help Libraries Grow to Meet Community Needs

State and local funding for Minnesota libraries serves as the foundation for the delivery of quality library service to all Minnesotans.

Federal funding, while a smaller piece of the pie, builds on this foundation.

It contributes to innovative programming, equipment and training that helps libraries grow and meet the needs of their ever-changing communities.

Distribution of \$3.18M allotment from LSTA Grants to States Program in FFY23

Minitex- ELM instruction, Resource Sharing **\$1.69M**

Subgrants to Libraries and support Organizations **\$.64M**

Staff salaries and operations **\$.85M**

\$1.69M

Minitex – eLibrary Minnesota (ELM) Instruction, Resource Sharing

- Minnesota State Library Services partners with Minitex to:
 - Maintain a statewide library catalog
 - Coordinate interlibrary delivery
 - Provide statewide access to databases and eBook collections
 - Develop a statewide digital archive

State Library Services, a division of the Minnesota Department of Education, partners with libraries to achieve equity and excellence in our collective work for Minnesotans. Minitex is a library organization located at the University of Minnesota – Twin Cities.

\$.64M

Subgrants to Libraries and Support Organizations, State Library Services Statewide Programming

Competitive Subgrants:

State Library Services subgrants to libraries and library support agencies for projects that will benefit library communities and advance the goals outlined in Minnesota's library strategic plan.

Subgrant example:

North St. Paul-Maplewood-Oakdale Public Schools partnership with Washington County Library for community-wide social emotional learning

State Library Services Statewide Programming:

Live More, Screen Less-Digital well-being training for library media specialists and paraprofessionals

CareerForce Corners partnership with Minnesota Libraries and the MN Dept. of Employment and Economic Development

eBooks Minnesota provides digital ebook access for all people in Minnesota, including public and school libraries

\$.85M

Staff Salaries and Operations

Four State Library Services Library Service and Development positions

Five Minnesota Braille and Talking Book Library positions

Operating costs for the Minnesota Braille and Talking Book Library

Learn More

Minnesota State Library Services - education.mn.gov/MDE/dse/Lib/sls

About the Institute of Museum and Library Services (IMLS) Grants to States Program

- This is the largest source of federal funding support for library services
- imls.gov/grants/grant-programs/grants-states

Minnesota's Five-Year Plan for the IMLS Grants to States Program

Contact Tamara Lee, MLIS, Minnesota State Librarian and Director of State Library Services and Expanded Learning Opportunities, 651-582-8311 or Tamara.Lee@state.mn.us

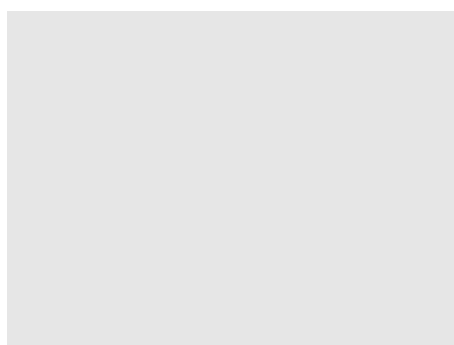
State Library Services is here to assist you in our collective work for Minnesotans. Please do not hesitate to reach out with any questions about Minnesota libraries, for assistance in connecting with the libraries in your districts, or with local data requests and research.

https://www.southernminn.com/northfield_news/opinion/northfield-library-state-and-federal-funding-for-libraries/article_dab5dc20-fe87-11ef-9dcf-b381d349a22a.html

NORTHFIELD LIBRARY: State and federal funding for libraries

By NATALIE DRAPER Guest Columnist

Mar 11, 2025



Draper

A question I have been hearing a lot lately is "How does state and federal funding affect our library?" And after spending Library Legislative Day at the Capitol with colleagues and elected officials last month, it seemed like a good time to address this.

While the Northfield Public Library is not entirely dependent on direct state or federal funds for operations, there are several ways state and federal funding supports library services to the benefit of our community. The Institute of Museum and Library Services (IMLS), a federal agency, provides LSTA funds to Minnesota through the Grants to States Program.

The annual allotment is based on population, and is currently \$2.9 million. If you've ever borrowed an item from our library of things — a sewing machine, DSLR camera, or OSMO coding kits for instance — you've accessed resources provided by a federal grant made possible by IMLS. The first year of our paid summer internship offered to TORCH and NCCC students was also made possible by LSTA funds.

LSTA Grants to Minnesota also help support Minitex. Minitex is a state-funded information and resource sharing program of the Minnesota Department of Higher Education and the University of Minnesota Libraries. Although Minitex itself is state-funded, federal grants directly support a number of its programs. Minitex is responsible for managing statewide resource sharing, ELM Instruction and Ebooks MN — all of which directly impact Northfield Public Library's services to our patrons.

Managing resource sharing through MNLink facilitates the statewide Interlibrary Loan (ILL) system, which circulated 343,770 items in the last reporting period. MNLink makes it possible for a patron in Northfield to request and receive materials not owned by a member of our regional system, Southeastern Libraries Cooperating (SELCO), from any participating library in Minnesota. Northfield patrons have requested an average of 200-300 items per month through MNLink, and more than 3,000 total in 2024.

ELM (eLibrary of Minnesota) instruction is performed by the Minitex Outreach and Instruction Librarians to provide free instructional sessions on eLibrary Minnesota for local libraries to help their patrons access an expansive and vital online

information resource collection, which includes Job and Career Skill Building, Item 5. Student Research materials including SAT/ACT and AP prep courses, and reliable medical information.

Minitex also utilizes state-distributed LSTA funds for the Ebooks MN budget to maintain a collection of electronic and audiobooks free to anyone residing in Minnesota, and assists with a variety of other efforts to support local libraries throughout the state leverage partnerships and collaboration to provide efficient and effective service to all Minnesotans, regardless of where in the state they reside.

Federal funding also helps Minnesota provide MN Braille and Talking Book Library's customer service support. The MN Braille and Talking Book Library provides direct library service to Minnesotans with print disabilities. Now is the perfect time to remind your elected officials of the importance of these funds. For more information go to [MLA's website](#) or ask a librarian.

Natalie Draper is the Northfield Public Library executive director.



A Statement from AFGE Local 3403 on the Status of the Institute of Museum and Library Services

Earlier today, the Institute of Museum and Library Services notified the entire staff that they are being placed on administrative leave immediately. The notification followed a brief meeting between DOGE staff and IMLS leadership. Employees were required to turn in all government property prior to exiting the building, and email accounts are being disabled today. Museums and libraries will no longer be able to contact IMLS staff for updates about the funding they rely upon.

In the absence of staff, all work processing 2025 applications has ended. The status of previously awarded grants is unclear. Without staff to administer the programs, it is likely that most grants will be terminated.

###



CONNECTED LIBRARIES. EMPOWERED COMMUNITIES. ENRICHED LIVES.

An Information and Resource Sharing Program of the Minnesota Office of Higher Education and the University of Minnesota Libraries

University of Minnesota
Wilson Library, Room 60
309 19th Avenue South
Minneapolis, MN 55455

Item 5.

Telephone: 612-624-4002
Toll Free: 800-462-5348
Fax: 612-624-4508

Wednesday, April 2, 2025

Library Colleagues,

Many of you have asked about the impact of federal funding on Minitex services. The Minitex Management Team is reviewing our service priorities and funding sources and engaging in scenario planning to determine the full impact of any reduction or elimination of federal funding. I appreciate that we are in a time of significant challenges and uncertainty for Minitex staff and the library community.

Given Minnesota's budget forecast and the current uncertainty of IMLS, we are working through two scenarios for the next biennium:

- flat state funding and flat federal funding.
- flat state funding with no federal funding.

Details on Minitex funding sources and uses are attached. Please note that databases and the Minnesota Digital Library are state funded, though federal funding has been used for outreach and instruction and accessibility enhancements for those services.

A total loss of federal funds cannot be absorbed by our budget. Should that happen, we need to creatively rethink Minitex services. This will be done in conjunction with the [Minitex Policy Advisory Council](#) and with input from the Minitex community.

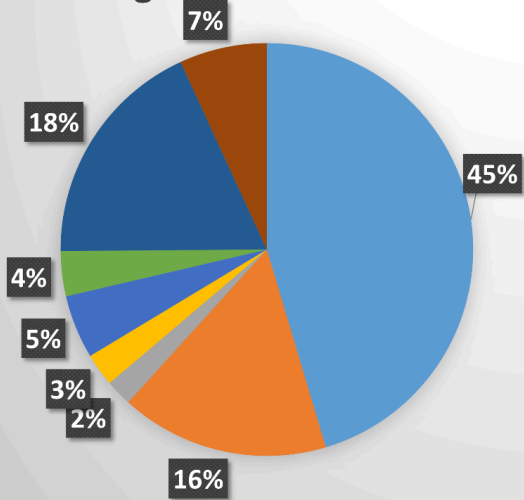
Although at this time we don't know how each service will be impacted, it's likely that all Minitex services will be impacted if federal funds are lost. We anticipate interlibrary loan, courier service, and database access to continue, but may have reduced functionality.

We are committed to our mission to strengthen libraries, cultural institutions, and communities and will continue to work with Minnesota Library Association on state and national advocacy issues. We will provide additional information as it becomes available.

A handwritten signature in black ink that reads "Maggie".

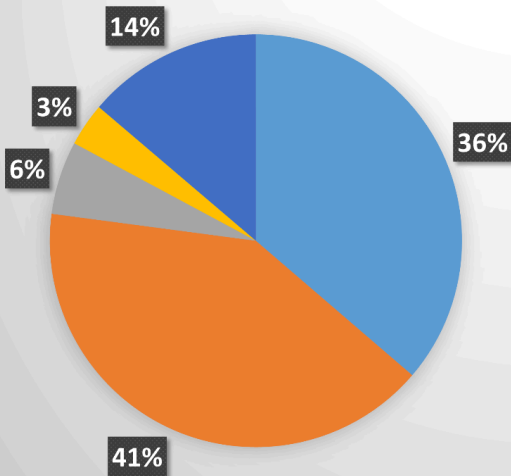
Maggie Snow, Director

Minitex Funding Sources



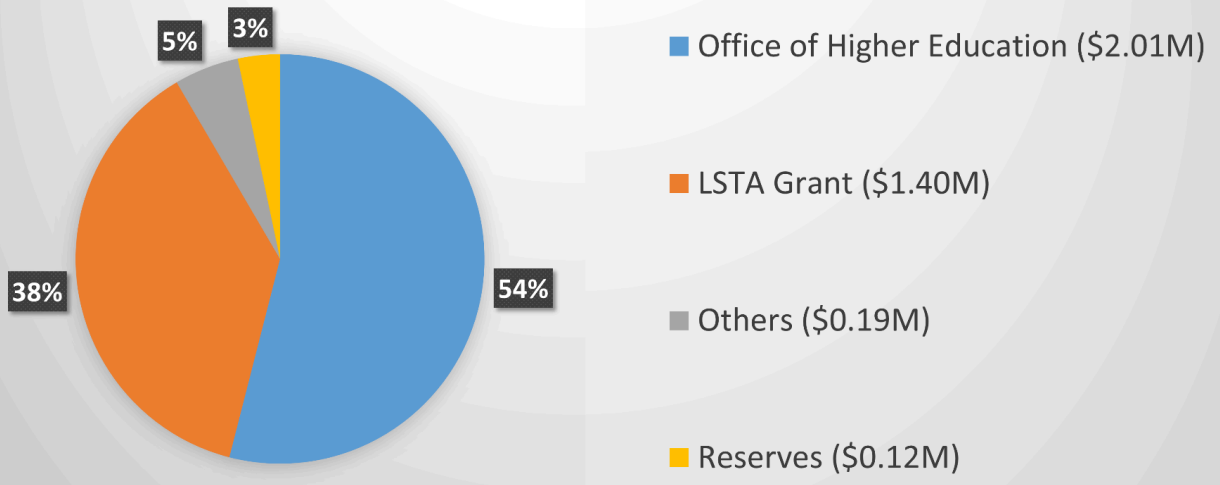
- Office of Higher Education (\$6.61M)
- Grants: LSTA and MDE (\$2.38M)
- Cooperative Purchasing (\$0.30M)
- MNHS: Legacy Funds (\$0.38M)
- Contract Revenues (ND & SD) (\$0.72M)
- Others (\$0.51M)
- Reserves - Restricted (\$2.66M)
- Reserves - Unrestricted (\$1.00M)

Minitex Funding Uses



- Interlibrary Loan (\$4.02M)
- E-resources & Support (\$4.52M)
- Outreach & Instruction (\$0.64M)
- MN Digital Library (\$0.38M)
- Admin & IT (\$1.52M)

Interlibrary Loan Funding Sources



March in Children's

Ah, it's almost here! We just need to get through this week's April snowstorm, and we're in the clear! Right? Let's just go with that...

Some March highlights in Children's:

- Online Storytime filming included Spring Babies, Animal Adventures, Construction, Pie Day, and Maple Syrup.
- We hosted a unique ECFE class for a visit. This class is held at different community venues, to learn about how that entity helps the community. I did a quick storytime for them, talked about how to take care of library books, and gave them a bit of a backstage tour. It was a fun hour!
- We held a popular, need-a-waitlist, STEAM program in conjunction with the Bell Museum.
- I attended a CLAS (Children's Librarians of the Arrowhead System) meeting in Mountain Iron. I get so much energy from spending a day with my colleagues. Sharing ideas and hearing library successes is encouraging for me, and helps me continue to look, and plan, forward.
- Lego Club was well-attended with many hands building some excellent sculptures. Come down and check them out!
- Page Turners and Teen Book Club met. Admittedly, I was reluctant to start a teen book club a few years back when I was approached by some teen friends. I didn't have the time, and adding one more thing seemed impossible. But they were so earnest, that I couldn't say no. I have to say, it was one of the best decisions I have made. The 5-6 teens that come are happy to be there, and I love spending the time with them, learning from each other.

Happy Reading!

Monthly Report - Overview for Mar 2025

Locations on this report: Grand Rapids Area Library

Checkout

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
1st Time	9689	8240	17	9922	-3	27815	29630	-7
Phone Renewal	269	172	56	268	0	590	797	-26
Renewal	121	112	8	220	-45	439	634	-31
Opac Renewal	702	498	40	651	7	1706	1701	0
Offline 1st Time	0	0	0	0	0	0	0	0
Offline Renewal	0	0	0	0	0	0	0	0
Dayend Auto Renew	0	0	0	0	0	0	0	0
Total	10781	9022	19	11061	-3	30550	32762	-7

Checkout Stock Rotation

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
1st Time	0	0	0	0	0	0	0	0
Phone Renewal	0	0	0	0	0	0	0	0
Renewal	0	0	0	0	0	0	0	0
Opac Renewal	0	0	0	0	0	0	0	0
Offline 1st Time	0	0	0	0	0	0	0	0
Offline Renewal	0	0	0	0	0	0	0	0
Dayend Auto Renew	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

Checkin

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
Normal	9026	8140	10	9056	-1	25069	25581	-3
Late	1691	1396	21	1795	-6	4989	5718	-13
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
Total	10717	9536	12	10851	-2	30058	31299	-4

Requests Placed

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
Placed	1940	1950	-1	2186	-12	6091	6838	-11
Total	1940	1950	-1	2186	-12	6091	6838	-11

Requests Resolved

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
Cancelled	126	97	29	122	3	377	298	26
Filled	2763	2705	2	3050	-10	8640	9721	-12
Expired	1	6	-84	3	-67	13	6	116
Total	2890	2808	2	3175	-9	9030	10025	-10

Holds Resolved

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
Picked Up	1749	1612	8	2078	-16	5537	6216	-11
Cancelled	4	2	100	0	100	9	0	100
Expired	100	125	-20	135	-26	348	408	-15
Total	1853	1739	6	2213	-17	5894	6624	-12

Overdues

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
1st Notice	661	408	62	573	15	1637	1560	4
2nd Notice	3	3	0	5	-40	15	9	66
3rd Notice	1	0	100	1	0	5	2	150
4th Notice	0	3	-100	1	-100	4	1	300
5th Notice	0	0	0	1	-100	1	2	-50
Final Notice	0	0	0	0	0	0	0	0
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	134	228	-42	136	-2	599	512	16
Total	799	642	24	717	11	2261	2086	8

Borrower Delta

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
New (Manual)	87	66	31	79	10	240	237	1
Deleted (Manual)	8	3	166	9	-12	21	23	-9
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0

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Total	95	69	37	88	7	261	260	0

Bib Delta

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
New (Manual)	94	101	-7	66	42	363	378	-4
Deleted (Manual)	91	716	-88	266	-66	1666	834	99
New (Batch)	42	13	223	43	-3	88	297	-71
Deleted (Batch)	0	0	0	0	0	0	0	0
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Total	227	830	-73	375	-40	2117	1509	40

Auth Delta

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	14	2	600	0	100	16	2	700
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
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Total	14	2	600	0	100	16	2	700

Item Delta

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
New (Manual)	355	346	2	307	15	1183	1348	-13
Deleted (Manual)	135	1452	-91	525	-75	2967	2031	46
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
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Total	490	1798	-73	832	-42	4150	3379	22

Acquisitions Activities

Description	Mar 2025	Feb 2025	%chg	Mar 2024	%chg	2025 YTD	2024 YTD	%chg
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	177	131	35	166	6	504	534	-6
Items Rcvd by Ven	185	132	40	174	6	516	547	-6
Claims	0	0	0	0	0	0	0	0
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Total	362	263	37	340	6	1020	1081	-6

Grand Rapids Area Library
Reference Statistics
March 2025

	March	YTD 2025
Door Count	5,425	14,931
Reference Questions	152	433
Computer Help Over 5 Minutes	14	42
Tests Proctored	0	0
Public Computer Use: Sessions	231	663
Public Computer Use: Hours	184	607
Special Computer Sessions	145	299
Passports Accepted	118	361

March 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 9 NP/ CI 	4 4 NP/ CI 	5 6 NP/ CI 	6 5 NP/ CI 	7 7 NP/ CI 	8
9	10 5 NP/ CI 	11 NP/ CI 	12 11 NP/ CI 	13 4 NP/ CI 	14 8 NP/ CI 	15
16 W	17 20 NP/ CI 	18 5 NP/ CI 	19 14 NP/ CI 	20 7 NP/ CI 	21 2 NP/ CI 	22
23	24 6 NP/ CI 	25 8 NP/ CI 	26 5 NP/ CI 	27 10 NP/ CI 	28 6 NP/ CI 	29
30	31 18 NP/ CI 					

March 2025

118 total
passports

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 164548 4	4 164,810 9	5 165087 4	6 165370 6	7 165541 4	8 (29)
9	10 165815 3	11 166111 3	12 166574 TK FTO 3	13 166779 TK FTO 6	14 166,943 TK FTO 3	15 (18)
16	17 167199 TK FTO 7	18 167,488 TK FTO 6	19 167779 TK FTO 15	20 168,007 TK FTO 9	21 168,253 TK FTO 2	22 (39)
23	24 169630 8	25 168933 4	26 169214 6	27 169,474 3	28 169642 5	29 (24)
30	31 169973 4					(6)

GRAL Children’s Library Monthly Statistics March 2025

Online Storytime

Programs: 4

Facebook plays: 846*

YouTube views: 174

Total views: 1020

Artastic

Programs: 1

Facebook plays: 617

YouTube views: 74

Total views: 619

Kits handed out: 150

03/04	Book Time	51
03/11	Book Time	47
03/12	Afterschool STEAM	25
03/18	Book Time	38
03/24	Page Turners	8
03/24	Lego Club	32
03/25	Book Time	51
03/26	Teen Book Club	7

Total Programs: 8 People: 229

Book Times : 4 People: 157

Library Programs: 4 People: 72

Class Visit: 1 groups People: 31

- RJEMS SPED: 12
- ECFE: 19

Reference Questions 2025: 431

Reference Questions 2024: 626

*The Meta platform has changed how they calculate Facebook viewer metric. They have changed views to plays.

March 2025

431

Item 7.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 27	4 21	5 27	6 17	7 6	8 98
9	10 20	11 22	12 48	13 19	14 NO VAL 5	15 114
16	17 21	18 20	19 21	20 18	21 NO VAL NO SCHOOL 18	22 98
23	24 24	25 37	26 22	27 21	28 4	29 110
30	31 NO PAPER 11					11

GRAND RAPIDS AREA LIBRARY: 2025 Volunteer Report

Month	Regular Volunteers		RSVP Volunteers		Library Board		Library Friends		Library Foundation		Total	Total
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	27	160.75	3	90.50	7	27.00	9	85.75	2	5.00	30	251.25
February	36	157.50	4	57.25	8	28.00	8	56.25	10	14.00	40	214.75
March	30	167.75	4	70.00	8	28.00	9	70.50	1	3.00	34	237.75
April												0.00
May												0.00
June												0.00
July												0.00
August												0.00
September												0.00
October												0.00
November												0.00
December												0.00
Total		486.00		217.75		83.00		212.50		22.00	*	703.75