



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, September 08, 2021

5:00 PM

CALL TO ORDER:

CALL OF ROLL:

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

1. Consider approval of August 11, 2021 Library Board minutes.

COMMUNICATIONS:

2. Grand Rapids Minimum Local Support Requirement via email from State Library Services (Minnesota Department of Education).
3. Itasca County Minimum Local Support Requirement via email from State Library Services (Minnesota Department of Education).

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

4. Reports and Bill List(s):

CONSENT AGENDA (Roll Call Vote Required):

Any item on the consent agenda shall be removed for consideration by request of any Board member or member of the public and put on the regular agenda for discussion and consideration.

5. Consider approving Donation Resolution 2021-04 as part of the consent agenda.
6. Late Bill - Northern Business Products - \$40.98
7. Late Bill - Personnel Dynamics - \$218.76

REGULAR AGENDA:

8. Update on Grand Rapids Riverfest
9. Discuss 2022 Library Budget

UPDATES:

Friends of the Library update

Library Foundation update

STAFF REPORTS:

[10.](#) Reports from Library Director and Children's Librarian

[11.](#) Library Statistics

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR October 13, 2021, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

Library Board Meeting Minutes

City Council Chambers

August 11, 2021 5:00 P.M.

Call to Order

Board Chair MacDonell called meeting to order at 5:01pm.

Roll Call

Present: Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

Absent: Blocker, Thouin

Staff present: Will Richter, Library Director

Approval of Agenda

Motion to: approve agenda as presented

Mover: Martin

Secunder: Richards

Result: approved 7-0 on a roll call vote; ayes: Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

Public Comment

No public comment received.

Minutes – Approval of July Minutes

Motion to: approve July minutes as presented

Mover: Teigland

Secunder: Kee

Result: approved 7-0 on a roll call vote; ayes: Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

Communications

None

Friends & Foundation Updates

Friends update by Teigland:

1. Book sale Sept 9th at CPC
2. Annual meeting Sept 23rd

Foundation update by Tabbert:

1. No update

Financial Report (Roll Call Vote Required)

Motion to: approve financial reports and payment of bills as listed in Board packet

Mover: Richards

Secunder: Martin

Result: approved 7-0 on a roll call vote; ayes: Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

Staff Reports

Library Director provided a summary of staff reports.

Old Business

None

New Business

Consent Agenda (Roll Call Vote Required)

Motion to: approve consent agenda that includes approving resolution accepting donations from:

1. Sally Gaige in memory of Roberta (Bobbie) Sonaglia, \$250

Mover: Teigland

Secunder: Tabbert

Result: approved 7-0 on a roll call vote; ayes: Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

Regular Agenda

1. Library Board roster status update – Informational
2. Review quotes from SHI and CDW-G for recommended IT purchase

Motion to: accept quote from SHI and approve purchase of IT products in quote totaling \$9,599.60.

Mover: Martin

Secunder: Richards

Result: approved 7-0 on a roll call vote; ayes: Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

3. Proposed 2022 library budget

Adjourn

Motion to: adjourn

Mover: Tabbert

Secunder: Kee

Result: Meeting adjourned at 5:47pm by unanimous roll call vote; ayes: Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

Respectfully submitted,

A handwritten signature in black ink that reads "Lisa Tabbert". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Lisa Tabbert

Library Board Secretary

DATE: 08/05/2021
 TIME: 13:37:13
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/11/2021

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	1,341.84
0118100	ARAMARK UNIFORM & CAREER	88.68
0118660	ARROWHEAD LIBRARY SYSTEM	220.15
0201428	BAKER & TAYLOR LLC	2,388.89
0212124	BLACKSTONE PUBLISHING	41.60
0221650	BURGGRAF'S ACE HARDWARE	19.98
0315455	COLE HARDWARE INC	4.47
0405500	DEMCO INC	301.59
0701650	GARTNER REFRIGERATION CO	2,387.03
0718010	CITY OF GRAND RAPIDS	1,663.64
0914325	INGRAM ENTERTAINMENT INC.	126.77
1415377	NORTHERN BUSINESS PRODUCTS INC	31.10
1903340	SVL SERVICE CORPORATION	2,735.00
1915248	SHI INTERNATIONAL CORP	1,558.72
TOTAL UNPAID TO BE APPROVED IN THE SUM OF		\$12,909.46
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	39,943.83
1209516	LINCOLN NATIONAL LIFE	45.60
1301146	MARCO TECHNOLOGIES, LLC	152.73
1309199	MINNESOTA ENERGY RESOURCES	47.60
1309335	MINNESOTA REVENUE	27.73
1405850	NEXTERA COMMUNICATIONS LLC	75.14
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	247.72
1621130	P.U.C.	3,791.49
2114750	UNUM LIFE INSURANCE CO OF AMER	19.35
2301700	WM CORPORATE SERVICES, INC	129.61
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$53,649.70
TOTAL ALL DEPARTMENTS		\$66,559.16



State Library Services
1500 Highway 36 West
Roseville, MN 55113
v: 651-582-8792
hannah.buckland@state.mn.us

July 2021

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2022

This is to certify the 2022 minimum level of financial support to be provided for operating expenses for public library services and participation in the regional public library system programs pursuant to *Minnesota Statutes*, Chapter 134.34 for the city of:

Grand Rapids

The state-certified level of library support for 2022 is: **\$391,618**

This amount represents the equivalent of 90% of the official 2011 state-certified level of library support.



State Library Services
1500 Highway 36 West
Roseville, MN 55113
v: 651-582-8792
hannah.buckland@state.mn.us

July 2021

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2022

This is to certify the 2022 minimum level of financial support to be provided for operating expenses for public library services and participation in the regional public library system programs pursuant to *Minnesota Statutes*, Chapter 134.34 for:

Itasca County

The state-certified level of library support for 2022 is: **\$342,709**

This amount represents the equivalent of 90% of the official 2011 state-certified level of library support. The property in those portions of the county excluded for the purpose of determining the library levy and providing the minimum amount is as follows:

Bovey

Calumet

Coleraine

Grand Rapids

Keewatin

Marble

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE EIGHT MONTHS ENDING AUGUST 31, 2021
With Comparative Totals for August 31, 2020

	2020 Actual	2021 Actual	2021 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	431,538	436,095	436,095	
Compensated Absences	34,953	39,408	39,408	
Emergency/unanticipated Expenditures	64,058	61,708	61,708	
Major Equipment Replacement	24,530	79,702	79,702	
TOTAL FUND BALANCE 1/1/XX	555,079	616,913	616,913	
Revenues:				
Taxes	388,471	397,200	711,010	56%
Intergovernmental	82,021	85,827	128,000	67%
Charges for Services	20,570	17,762	25,732	69%
Fines & Forfeits	2,233	132	-	0%
Blandin Foundation Grant	-	-	-	0%
GR Library Foundation	5,410	3,400	8,000	43%
Miscellaneous	7,227	5,816	8,800	66%
Other Sources-Operating Transfer	6,241	-	-	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	512,174	510,136	881,542	58%
Expenditures:				
Personnel	442,931	415,121	571,706	73%
Supplies/Materials	44,261	41,142	92,000	45%
Other Services/Charges	67,097	70,495	217,836	32%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	554,289	526,758	881,542	60%
OPERATING SURPLUS (DEFICIT)	(42,116)	(16,622)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	5,536	-	-	0%
Fund Balance 8/31/XX				
Cash Flow	383,887	419,472	436,095	
Compensated Absences	34,953	39,408	39,408	
Emergency/unanticipated Expenditures	64,058	61,708	61,708	
Major Equipment Replacement	24,530	79,702	79,702	
TOTAL FUND BALANCE 8/31/XX	\$ 507,428	\$ 600,290	\$ 616,913	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$39,704 as of 7/31/21. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

DATE: 08/31/2021
 TIME: 14:26:52
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/08/2021

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	212.59
0118100	ARAMARK UNIFORM SERVICES	62.53
0118660	ARROWHEAD LIBRARY SYSTEM	10.40
0201428	BAKER & TAYLOR LLC	1,276.38
0718010	CITY OF GRAND RAPIDS	1,663.64
0718060	GRAND RAPIDS HERALD REVIEW	68.95
0914325	INGRAM ENTERTAINMENT INC.	127.98
1015325	JOHNSON CONTROLS FIRE	825.57
1115500	NORTHERN LIGHTS ICE LLC	489.00
1901535	SANDSTROM'S INC	45.97

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$4,783.01

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	86,926.84
1209516	LINCOLN NATIONAL LIFE	45.60
1301146	MARCO TECHNOLOGIES, LLC	120.43
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309335	MINNESOTA REVENUE	47.51
1401450	JOHN NALAN	2,068.24
1405850	NEXTERA COMMUNICATIONS LLC	75.14
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	247.76
1621105	P.E.R.A.	3,651.62
1621130	P.U.C.	3,583.55
2114750	UNUM LIFE INSURANCE CO OF AMER	19.35
2209665	VISA	403.36
2301700	WM CORPORATE SERVICES, INC	133.48

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$106,536.78

TOTAL ALL DEPARTMENTS \$111,319.79

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 8, 2021

Item 4.

DATE: 08/31/21
 TIME: 14:14:17
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/08/2021

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0113100 AMAZON.COM								
434867344688-L	08/17/21	01	11 BOOKS	211-00-75-20-2110	20212480		09/08/21	148.61
				BOOKS				
							INVOICE TOTAL:	148.61
463367484669-L	08/16/21	01	KUNG FU SERIES DVDS	211-00-75-20-2120	20212501		09/08/21	63.98
				AUDIO/VISUAL				
							INVOICE TOTAL:	63.98
							VENDOR TOTAL:	212.59
0118100 ARAMARK UNIFORM SERVICES								
263000020090-L	08/10/21	01	MATS NYLON RUBBER	211-00-75-30-3070	20212322		09/08/21	29.88
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20212322			14.46
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	44.34
263000025589-L	08/24/21	01	MAT NYLON RUBBER	211-00-75-30-3070	20212488		09/08/21	9.14
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/C#350041513	211-00-75-20-2150	20212488			9.05
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	18.19
							VENDOR TOTAL:	62.53
0118660 ARROWHEAD LIBRARY SYSTEM								
14845-L	07/31/21	01	OVERDUE NOTICES-JUL	211-00-75-20-2010	20212381		09/08/21	10.40
				OFFICE SUPPLIES				
							INVOICE TOTAL:	10.40
							VENDOR TOTAL:	10.40
0201428 BAKER & TAYLOR LLC								
2036107259-L	08/04/21	01	1 BOOK	211-00-75-20-2110	20212371		09/08/21	14.43
				BOOKS				
							INVOICE TOTAL:	14.43

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 DETAIL BOARD REPORT

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0201428 BAKER & TAYLOR LLC								
2036126873-L	08/06/21	01 31	BOOKS/#209977 L025981	211-00-75-20-2110	20212371		09/08/21	348.86
				BOOKS				
							INVOICE TOTAL:	348.86
2036129910-L	08/12/21	01 4	BOOKS/#209977 L411199	211-00-75-20-2110	20212430		09/08/21	44.05
				BOOKS				
							INVOICE TOTAL:	44.05
2036136568-L	08/11/21	01 31	BOOKS/#209977 L025981	211-00-75-20-2110	20212399		09/08/21	445.93
				BOOKS				
							INVOICE TOTAL:	445.93
2036145685-L	08/18/21	01 20	BOOKS/209977 L025981	211-00-75-20-2110	20212463		09/08/21	211.82
				BOOKS				
							INVOICE TOTAL:	211.82
2036149776-L	08/19/21	01 4	BOOKS/A#209977 L411199	211-00-75-20-2110	20212489		09/08/21	45.33
				BOOKS				
							INVOICE TOTAL:	45.33
2036156490-L	08/24/21	01 13	BOOKS/#209977 L025981	211-00-75-20-2110	20212520		09/08/21	165.96
				BOOKS				
							INVOICE TOTAL:	165.96
							VENDOR TOTAL:	1,276.38
0605191 FIDELITY SECURITY LIFE								
L	08/02/21	01	LIB VISION AUG	999-99-00-00-1000			09/08/21	6.90
				HOLDING ACCOUNT				
							INVOICE TOTAL:	6.90
							VENDOR TOTAL:	6.90
0718010 CITY OF GRAND RAPIDS								
21/384-L	08/05/21	01	AUG JANITORIAL SERVICE	211-00-75-30-3090	20212373		09/08/21	1,663.64
				JANITORIAL SERVICES				
							INVOICE TOTAL:	1,663.64
							VENDOR TOTAL:	1,663.64

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 8, 2021

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/08/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0718015 GRAND RAPIDS CITY PAYROLL								
L	07/31/21	01	LIB 7/30/21 PAYROLL	999-99-00-00-1000			09/08/21	20,103.48
		02	LIB 8/13/21 PAYROLL	999-99-00-00-1000				20,024.06
		03	LIB 8/27/21 PAYROLL	999-99-00-00-1000				20,024.04
		04	LIB 8/27/21 PAYROLL	999-99-00-00-1000				26,775.26
							INVOICE TOTAL:	86,926.84
							VENDOR TOTAL:	86,926.84
0718060 GRAND RAPIDS HERALD REVIEW								
GRH-134700/SEP21-L	09/05/21	01	RENEWAL ACCT GRH-134700	211-00-75-20-2130	20212314		09/08/21	68.95
				NEWSPAPERS				
							INVOICE TOTAL:	68.95
							VENDOR TOTAL:	68.95
0914325 INGRAM ENTERTAINMENT INC.								
0368429-L	08/16/21	01	6 DVDS/C#3206981	211-00-75-20-2120	20212481		09/08/21	127.98
				AUDIO/VISUAL				
							INVOICE TOTAL:	127.98
							VENDOR TOTAL:	127.98
1015325 JOHNSON CONTROLS FIRE								
22429808-L	09/01/21	01	ALARM MONITOR SEP-DEC 2021	211-00-75-30-4000	20212313		09/08/21	275.19
		02	ALARM MONITOR JAN-AUG22/145219	211-00-00-00-1550	20212313			550.38
				PREPAID ITEMS				
							INVOICE TOTAL:	825.57
							VENDOR TOTAL:	825.57
1115500 NORTHERN LIGHTS ICE LLC								

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 8, 2021

Item 4.

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/08/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1115500			NORTHERN LIGHTS ICE LLC					
1014-L	08/18/21	01	KONA ICE SERVINGS 8/18 EVENT	211-00-75-30-3100	20212502		09/08/21	489.00
			OTHER CONTRACTED SERVICES					
							INVOICE TOTAL:	489.00
							VENDOR TOTAL:	489.00
1209516			LINCOLN NATIONAL LIFE					
L	08/02/21	01	LIB SUPP LIFE INS AUG	999-99-00-00-1000			09/08/21	45.60
			HOLDING ACCOUNT					
							INVOICE TOTAL:	45.60
							VENDOR TOTAL:	45.60
1301146			MARCO TECHNOLOGIES, LLC					
L	08/16/21	01	LIB AUG COPIER LEASE	999-99-00-00-1000			09/08/21	120.43
			HOLDING ACCOUNT					
							INVOICE TOTAL:	120.43
							VENDOR TOTAL:	120.43
1309199			MINNESOTA ENERGY RESOURCES					
L	08/16/21	01	LIB JUL NTL GAS	999-99-00-00-1000			09/08/21	45.00
			HOLDING ACCOUNT					
							INVOICE TOTAL:	45.00
							VENDOR TOTAL:	45.00
1309335			MINNESOTA REVENUE					
L	08/20/21	01	LIB JUL STAX PAYABLE	999-99-00-00-1000			09/08/21	47.51
			HOLDING ACCOUNT					
							INVOICE TOTAL:	47.51
							VENDOR TOTAL:	47.51
1401450			JOHN NALAN					

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 8, 2021

Item 4.

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/08/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1621130			P.U.C.					
L	08/16/21	01	LIB JUL UTILITIES	999-99-00-00-1000			09/08/21	3,583.55
				HOLDING ACCOUNT				
							INVOICE TOTAL:	3,583.55
							VENDOR TOTAL:	3,583.55
1901535			SANDSTROM'S INC					
368227-L	08/09/21	01	TOWEL ROLL WHT/C#320023	211-00-75-20-2150	20212311		09/08/21	45.97
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	45.97
							VENDOR TOTAL:	45.97
2114750			UNUM LIFE INSURANCE CO OF AMER					
L	08/23/21	01	LIB SEP LIFE INS	999-99-00-00-1000			09/08/21	19.35
				HOLDING ACCOUNT				
							INVOICE TOTAL:	19.35
							VENDOR TOTAL:	19.35
2209665			VISA					
L	08/16/21	01	USPS POSTAGE	999-99-00-00-1000			09/08/21	403.36
				HOLDING ACCOUNT				
							INVOICE TOTAL:	403.36
							VENDOR TOTAL:	403.36
2301700			WM CORPORATE SERVICES, INC					
L	08/09/21	01	LIB JUL SERVICE	999-99-00-00-1000			09/08/21	133.48
				HOLDING ACCOUNT				
							INVOICE TOTAL:	133.48
							VENDOR TOTAL:	133.48
							TOTAL ALL INVOICES:	111,319.79

DATE: 08/31/2021
 TIME: 14:17:28
 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/08/2021
 INVOICES IN BATCH LB0908

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0113100	AMAZON.COM	3,807.99	212.59
0118100	ARAMARK UNIFORM SERVICES	2,898.95	62.53
0118660	ARROWHEAD LIBRARY SYSTEM	676.37	10.40
0201428	BAKER & TAYLOR LLC	17,164.78	1,276.38
0605191	FIDELITY SECURITY LIFE	567.21	6.90
0718010	CITY OF GRAND RAPIDS	105,959.99	1,663.64
0718015	GRAND RAPIDS CITY PAYROLL	4,597,601.66	86,926.84
0718060	GRAND RAPIDS HERALD REVIEW	6,853.89	68.95
0914325	INGRAM ENTERTAINMENT INC.	828.58	127.98
1015325	JOHNSON CONTROLS FIRE	0.00	825.57
1115500	NORTHERN LIGHTS ICE LLC	0.00	489.00
1209516	LINCOLN NATIONAL LIFE	15,238.46	45.60
1301146	MARCO TECHNOLOGIES, LLC	8,664.17	120.43
1309199	MINNESOTA ENERGY RESOURCES	24,793.95	45.00
1309335	MINNESOTA REVENUE	39,945.74	47.51
1401450	JOHN NALAN	2,068.24	2,068.24
1405850	NEXTERA COMMUNICATIONS LLC	3,665.11	75.14
1516220	OPERATING ENGINEERS LOCAL #49	886,926.00	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	6,581.72	247.76
1621105	P.E.R.A.	4,516.08	3,651.62
1621130	P.U.C.	319,047.34	3,583.55
1901535	SANDSTROM'S INC	7,762.53	45.97
2114750	UNUM LIFE INSURANCE CO OF AMER	2,163.76	19.35
2209665	VISA	46,646.42	403.36
2301700	WM CORPORATE SERVICES, INC	19,800.75	133.48
TOTAL ALL VENDORS:			111,319.79

DATE: 09/01/2021
TIME: 10:54:05
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2021

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	662,757.82	347,728.05	0.00	315,029.77	52
211-00-31-00-0200	DELINQUENT	0.00	0.00	1,219.69	0.00	(1,219.69)	100
211-00-31-00-0210	ANNEXATION	0.00	0.00	0.00	0.00	0.00	0
211-00-31-00-4055	FISCAL DISPARITIES	0.00	48,252.18	48,252.18	0.00	0.00	100
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUEN	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	711,010.00	397,199.92	0.00	313,810.08	56
TOTAL TAXES		0.00	711,010.00	397,199.92	0.00	313,810.08	56
INTERGOVERNMENTAL							
211-00-33-00-0210	ANNEXATION	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4025	MARKET VALUE HOMESTEAD CREDIT	0.00	0.00	0.00	0.00	0.00	0
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	128,000.00	85,827.09	0.00	42,172.91	67
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	128,000.00	85,827.09	0.00	42,172.91	67
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	85,827.09	0.00	42,172.91	67
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,282.00	8,045.00	0.00	(2,763.00)	152
211-00-34-00-7970	PHOTO COPIES	111.80	2,000.00	829.15	0.00	1,170.85	41
211-00-34-00-7975	INTERNET	104.73	2,000.00	405.63	0.00	1,594.37	20
211-00-34-00-7980	LIBRARY FEES-PROCTORING	20.00	200.00	110.00	0.00	90.00	55
211-00-34-00-7982	PASSPORT PROCESSING FEE	2,800.00	15,750.00	8,155.00	0.00	7,595.00	52
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	33.68	500.00	217.07	0.00	282.93	43
TOTAL		3,070.21	25,732.00	17,761.85	0.00	7,970.15	69
TOTAL CHARGES FOR SERVICES		3,070.21	25,732.00	17,761.85	0.00	7,970.15	69

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2021

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	3.85	0.00	131.52	0.00	(131.52)	100
TOTAL		3.85	0.00	131.52	0.00	(131.52)	100
TOTAL FINES & FORFEITS		3.85	0.00	131.52	0.00	(131.52)	100
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	643.00	1,500.00	1,593.00	0.00	(93.00)	106
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	0.00	0.00	329.77	0.00	(329.77)	100
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,352.89	0.00	(52.89)	104
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	1,600.00	8,000.00	3,400.00	0.00	4,600.00	43
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	2,000.00	0.00	0.00	2,000.00	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	208.19	1,000.00	1,360.24	0.00	(360.24)	136
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	1,179.70	0.00	1,820.30	39
TOTAL		2,451.19	16,800.00	9,215.60	0.00	7,584.40	55
TOTAL MISCELLANEOUS REVENUE		2,451.19	16,800.00	9,215.60	0.00	7,584.40	55
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

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2021

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		5,525.25	881,542.00	510,135.98	0.00	371,406.02	58
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
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	53,931.94	360,052.00	259,948.05	0.00	100,103.95	72
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	5,740.00	25,407.00	26,586.98	0.00	(1,179.98)	105
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	0.00	8,510.00	3,007.95	0.00	5,502.05	35
211-00-75-10-1210	PERA	6,261.57	28,909.00	23,276.28	0.00	5,632.72	81
211-00-75-10-1220	FICA	3,680.66	23,898.00	17,650.37	0.00	6,247.63	74
211-00-75-10-1250	MEDICARE	860.81	5,589.00	4,128.04	0.00	1,460.96	74
211-00-75-10-1310	HEALTH INSURANCE	11,230.24	116,541.00	78,418.24	0.00	38,122.76	67
211-00-75-10-1330	LIFE INSURANCE	43.65	172.00	152.50	0.00	19.50	89
211-00-75-10-1335	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1347	VISION INSURANCE	3.71	0.00	4.16	0.00	(4.16)	100
211-00-75-10-1420	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1510	WORKERS COMPENSATION	251.53	2,628.00	1,948.24	0.00	679.76	74
TOTAL PERSONNEL		82,004.11	571,706.00	415,120.81	0.00	156,585.19	73
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	0.00	8,000.00	1,744.46	10.40	6,245.14	22
211-00-75-20-2020	COPY SUPPLIES	0.00	1,500.00	35.93	0.00	1,464.07	2
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	261.00	0.00	739.00	26
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	0.00	3,000.00	1,942.30	0.00	1,057.70	65
211-00-75-20-2070	COMPUTER INVENTORY	0.00	3,000.00	1,915.92	0.00	1,084.08	64
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	12,000.00	830.72	9,599.60	1,569.68	87
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	353.90	0.00	646.10	35

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2021

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	0.00	500.00	79.85	0.00	420.15	16
211-00-75-20-2100	OPERATING SUPPLIES	4.47	2,000.00	1,776.49	0.00	223.51	89
211-00-75-20-2110	BOOKS	1,424.99	39,000.00	26,153.28	1,213.70	11,633.02	70
211-00-75-20-2120	AUDIO/VISUAL	191.96	9,000.00	4,106.33	127.98	4,765.69	47
211-00-75-20-2130	NEWSPAPERS	0.00	1,500.00	1,184.36	68.95	246.69	84
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	26.00	36.30	7,437.70	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	69.48	3,000.00	641.71	60.43	2,297.86	23
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	89.98	0.00	(89.98)	100
211-00-75-20-2210	EQUIPMENT PARTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL SUPPLIES & MATERIALS		1,690.90	92,000.00	41,142.23	11,117.36	39,740.41	57
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	0.00	0.00	500.00	0
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	1,500.00	1,112.50	0.00	387.50	74
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	39.02	1,000.00	307.94	29.88	662.18	34
211-00-75-30-3090	JANITORIAL SERVICES	1,663.64	20,400.00	13,745.48	1,663.64	4,990.88	76
211-00-75-30-3100	OTHER CONTRACTED SERVICES	489.00	77,836.00	2,089.00	0.00	75,747.00	3
211-00-75-30-3210	TELEPHONE	322.90	6,000.00	2,994.37	109.26	2,896.37	52
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	670.62	0.00	2,829.38	19
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	0.00	0.00	0.00	0.00	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	216.00	0.00	(216.00)	100
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3510	PUBLISHING & ADVERTISING	0.00	600.00	105.00	0.00	495.00	18
211-00-75-30-3610	GENERAL INSURANCE	925.00	9,000.00	7,400.00	0.00	1,600.00	82
211-00-75-30-3810	ELECTRICITY	0.00	34,000.00	19,968.31	0.00	14,031.69	59
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	1,098.19	0.00	901.81	55
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	12,000.00	2,706.22	0.00	9,293.78	23
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	6,310.83	275.19	2,913.98	69
211-00-75-30-4010	BUILDING MAINT/REPAIRS	0.00	15,000.00	5,491.76	0.00	9,508.24	37
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2021

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	1,045.66	0.00	7,954.34	12
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	3,500.00	2,564.00	0.00	936.00	73
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	1,700.00	0.00	6,300.00	21
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,500.00	969.46	0.00	530.54	65
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 & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4560	GRANDNET COSTS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4600	ENDOWMENT FUND EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4650	FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4900	TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SERVICES & CHARGES		3,559.99	217,836.00	70,495.34	2,077.97	145,262.69	33
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		87,255.00	881,542.00	526,758.38	13,195.33	341,588.29	61
BLANDIN GRANT							
211-00-95-00-5720	BLND GRANT-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5730	BLND GRANT-BOOKS & MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5740	BLND GRANT-YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5745	BLNDIN GRNT-#G2006-0140 YOUTH	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5750	BLND GRANT-ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5755	BLNDIN GRNT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRNT-SMALL GRANTS	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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FOR 8 PERIODS ENDING AUGUST 31, 2021

FUND: PUBLIC LIBRARY

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TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		87,255.00	881,542.00	526,758.38	13,195.33	341,588.29	61
TOTAL FUND REVENUES		5,525.25	881,542.00	510,135.98	0.00	371,406.02	58
TOTAL FUND EXPENSES		87,255.00	881,542.00	526,758.38	13,195.33	341,588.29	61
FUND SURPLUS (DEFICIT)		(81,729.75)	0.00	(16,622.40)			
TOTAL ALL FUND REVENUES		5,525.25	881,542.00	510,135.98	0.00	371,406.02	58
TOTAL ALL FUND EXPENSES		87,255.00	881,542.00	526,758.38	13,195.33	341,588.29	61
ALL FUND SURPLUS (DEFICIT)		(81,729.75)	0.00	(16,622.40)			

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **AUGUST 31, 2021**

Item 4.

Account Number	Account Description	2021 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 662,758	\$ 347,728	52%
211-00-31-00-0200	DELINQUENT	-	1,220	0%
211-00-31-00-4055	FISCAL DISPARITIES	48,252	48,252	100%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	85,827	67%
211-00-34-00-7960	ALS CROSS-OVERS	5,282	8,045	152%
211-00-34-00-7970	PHOTO COPIES	2,000	829	41%
211-00-34-00-7975	INTERNET	2,000	406	20%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	200	110	55%
211-00-34-00-7982	PASSPORT PROCESSING FEE	15,750	8,155	52%
211-00-34-00-7990	FAX MACHINE USE	500	217	43%
211-00-35-00-1030	LIBRARY FINES	-	132	0%
211-00-37-00-2310	DONATIONS	1,500	1,593	106%
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	-	330	0%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,353	104%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	8,000	3,400	43%
211-00-37-00-2375	MEETING ROOM RECEIPTS	2,000	-	0%
211-00-37-00-2450	MISCELLANEOUS	1,000	1,360	136%
211-00-37-00-5100	INVESTMENT INCOME	3,000	1,180	39%
		881,542	510,136	58%
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	360,052	259,948	72%
211-00-75-10-1030	SALARY-PARTTIME	25,407	26,587	105%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	3,008	35%
211-00-75-10-1210	PERA	28,909	23,276	81%
211-00-75-10-1220	FICA	23,898	17,650	74%
211-00-75-10-1250	MEDICARE	5,589	4,128	74%
211-00-75-10-1310	HEALTH INSURANCE	116,541	78,418	67%
211-00-75-10-1330	LIFE INSURANCE	172	153	89%
211-00-75-10-1347	VISION INSURANCE	-	4	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,628	1,948	74%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	1,744	22%
211-00-75-20-2020	COPY SUPPLIES	1,500	36	2%
211-00-75-20-2030	PRINTING/BINDING	1,000	261	26%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	1,942	65%
211-00-75-20-2070	COMPUTER INVENTORY	3,000	1,916	64%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	12,000	831	7%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	354	35%
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	500	80	16%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	1,776	89%
211-00-75-20-2110	BOOKS	39,000	26,153	67%
211-00-75-20-2120	AUDIO/VISUAL	9,000	4,106	46%
211-00-75-20-2130	NEWSPAPERS	1,500	1,184	79%
211-00-75-20-2140	PERIODICALS	7,500	26	0%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	642	21%
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	-	90	0%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	-	0%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	1,113	74%
211-00-75-30-3070	LAUNDRY	1,000	308	31%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	13,745	67%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	77,836	2,089	3%
211-00-75-30-3210	TELEPHONE	6,000	2,994	50%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	671	19%
211-00-75-30-3260	COMMUNITY ED PROMOTION	-	216	0%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **AUGUST 31, 2021**

Item 4.

Account Number	Account Description	2021 Budget	Year to Date	Percent of Budget
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	-	0%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	105	18%
211-00-75-30-3610	GENERAL INSURANCE	9,000	7,400	82%
211-00-75-30-3810	ELECTRICITY	34,000	19,968	59%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	1,098	55%
211-00-75-30-3860	HEAT-NATURAL GAS	12,000	2,706	23%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	6,311	66%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	5,492	37%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	1,046	12%
211-00-75-30-4030	ONLINE SERVICES	3,500	2,564	73%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	1,700	21%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	969	65%
	TOTAL EXPENDITURES	881,542	526,758	60%
	SURPLUS REVENUES/(EXPENDITURES)	-	(16,622)	

Board member

introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2021-04
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:

Neal Nicolaus and Susan Johnston - \$42.00

Glorigen Family Fund (Community Foundation) - \$600.00

Grand Rapids Area Library Foundation - \$1,600.00

Adopted this 8th day of September, 2021

Jean MacDonell, President

Lisa Tabbert, Secretary

Board member
in favor thereof:

seconded the foregoing resolution and the following voted

And the following voted against same:

And the following abstained:

Whereby the resolution was declared duly passed and adopted.



Account Number 7789

P.O. Box 16127 • Duluth, MN 55816-0127
 218-726-0167 • Fax 218-726-1023 • 1-800-647-8775

Remit Payment To:

GRAND RAPIDS AREA LIBRARY

 140 NE 2ND STREET
 GRAND RAPIDS MN 55744

Northern Business Products
 P.O. Box 16127
 Duluth, MN 55816-0127

LAST PAYMENT APPLIED ON 08/16/21 CHECK #147103 FOR \$ 31.10

INVOICE NUMBER	INVOICE DATE	REMARKS	CHECK/PO	INVOICE AMOUNT	AMOUNT DUE
-					
606802-0	08/04/21	INVOICE	DEB	1.99	1.99
611600-0	08/31/21	INVOICE	MICHELLE	38.99	40.98

CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	TOTAL AMOUNT DUE
40.98	.00	.00	.00	\$40.98

15% CHARGE FOR ALL RETURNED MERCHANDISE AFTER 30 DAYS, EXCEPT FOR DEFECTIVE ITEMS. NO RETURNS AFTER 60 DAYS.
 TERMS: NET TEN DAYS FROM STATEMENT DATE. 1.5 PER MO. (18% ANNUAL) ON BALANCE OVER 30 DAYS

DATE 08/30/21



P.O. Box 16127 • Duluth, MN 55816-0127
218-726-0167 • Fax 218-726-1023 • 1-800-647-8775

GRAND RAPIDS AREA LIBRAR

Account Number 7789

Item 6.

Remit Payment To:

Northern Business Products
P.O. Box 16127
Duluth, MN 55816-0127

INVOICE NUMBER	AMOUNT DUE
606802-0	1.99
611600-0	38.99

To properly credit to your account please cut here and return with payment.

TOTAL AMOUNT DUE
\$40.98



INVOICE

Item 6.
606802-0

INVOICE NUMBER
INVOICE DATE
CUSTOMER # 7789 DEPT

08/04/21

P.O. Box 16127 • Duluth, MN 55816-0127
218-726-0167 • Fax 218-726-1023 • 1-800-647-8775

BILL TO ADDRESS	
GRAND RAPIDS AREA LIBRARY	
140 NE 2ND STREET	
GRAND RAPIDS	MN 55744 2826
218-326-7640	

SHIP TO ADDRESS	
GRAND RAPIDS AREA LIBRARY	
140 NE 2ND STREET	
GRAND RAPIDS	MN 55744

CUSTOMER PURCHASE ORDER	SALESPERSON	TERMS	ROUTE	PAYCODE	ORDER WRITER
DEB	119	10TH OF MONTH	GR	CHARGE	119

ITEM NUMBER	MFG	ITEM DESCRIPTION	UM	ORD QTY	B/O QTY	SHIP QTY	SELL PRICE	EXTEND PRICE
R3027	DPS	RIBBON, CALC, UNV C-WIND, R/B	EA	1		1	1.990	1.99

THANK YOU FOR YOUR BUSINESS!!		Subtotal	1.99
		Tax	
		Total Due	\$1.99



INVOICE

Item 6.
6TT600-0

INVOICE NUMBER
INVOICE DATE
CUSTOMER # 7789 DEPT

08/31/21

P.O. Box 16127 • Duluth, MN 55816-0127
218-726-0167 • Fax 218-726-1023 • 1-800-647-8775

BILL TO ADDRESS	
GRAND RAPIDS AREA LIBRARY	
140 NE 2ND STREET	
GRAND RAPIDS	MN 55744 2826
218-326-7640	

SHIP TO ADDRESS	
GRAND RAPIDS AREA LIBRARY	
140 NE 2ND STREET	
GRAND RAPIDS	MN 55744

CUSTOMER PURCHASE ORDER		SALESPERSON	TERMS	ROUTE			PAYCODE	ORDER WRITER		
MICHELLE		119	10TH OF MONTH	GR			CHARGE	119		
ITEM NUMBER	MFG	ITEM DESCRIPTION			UM	ORD QTY	B/O QTY	SHIP QTY	SELL PRICE	EXTEND PRICE
90780594	ICX	ROLL THERMAL 3 1/8 X 230'			CT	1		1	38.990	38.99

Subtotal		38.99
Tax		
Total Due		\$38.99
THANK YOU FOR YOUR BUSINESS!!		



Personnel Dynamics, LLC

PO Box 193
 604 NW 1st Ave
 Grand Rapids, MN 55744

INVOICE

Item 7.

Invoice Number: 51222
 Invoice Date: Sep 1, 2021
 Page: 1

Phone: 218-327-9554
 Fax: 218-327-9528
 Email: desk@pdstaffing.net

Bill To:
GRAND RAPIDS AREA LIBRARY ACCOUNTS PAYABLE 140 NE 2ND STREET GRAND RAPIDS, MN 55744

Customer ID	Customer PO
GRLIB	DUE UPON RECEIPT

Quantity	Item	Description	Unit Price	Amount
12.00	BEHM, JENNIFER	Week ending 8/28/21	18.23	218.76

Subtotal	218.76
Sales Tax	
Total Invoice Amount	218.76
Payment/Credit Applied	
TOTAL	218.76

Check/Credit Memo No:

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
ACTUAL 2017-2020 EXPENDITURES, 2021 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2022 BUDGET**

	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	YTD ACTUAL 6/30/2021	PROPOSED 2022 BUDGET
REVENUES							
Taxes							
Current	\$ 569,504	\$ 589,054	\$ 592,536	\$ 597,651	\$ 711,010	\$ 347,728	\$ 759,331
Delinquent	5,745	2,901	4,966	3,003	-	1,220	
Fiscal Disparities	51,725	61,320	62,931	63,130	-	48,252	
Total Taxes	626,974	653,275	660,433	663,784	711,010	397,200	759,331
Intergovernmental							
Supplemental Aid	36,789	37,441	34,162	33,613	-	-	
State of Minnesota	-	10,020	206	-	-	-	
Library Contracts	132,011	131,961	133,463	144,800	128,000	-	128,000
Total Intergovernmental	168,800	179,422	167,831	178,413	128,000	-	128,000
Charges for Services							
ALS Cross-overs	5,282	5,282	5,282	8,045	5,282	8,045	5,282
Photo Copies	2,706	3,149	3,676	851	2,000	468	2,000
Internet	3,784	3,442	2,837	480	2,000	137	2,000
Library Fees-Proctoring	565	540	400	160	200	70	100
Passport Processing Fee	26,300	36,815	34,755	10,745	15,750	2,625	18,200
Fax Machine Use	908	1,219	1,776	533	500	129	500
Total Charges for Services	39,545	50,447	48,726	20,814	25,732	11,475	28,082
Fines and Forfeits							
Library Fines	12,432	11,309	11,135	2,270	-	81	
Total Fines and Forfeits	12,432	11,309	11,135	2,270	-	81	-
Miscellaneous Revenue							
Donations	3,304	15,688	18,648	5,728	1,500	700	1,500
Memorial Books	-	985	315	-	-	-	
Donations-Children's Library	1,774	1,181	-	-	-	330	
Donations-Library Programs	180	-	-	-	-	-	
Endowment Fund Income	4,680	(1,915)	4,456	2,367	1,300	1,352	1,300
Donations-ADA Project	-	4,000	-	-	-	-	
Grand Rapids Lib Foundation	20,939	13,225	22,752	7,170	8,000	1,800	
Meeting Room Receipts	4,358	4,140	3,517	1,225	2,000	-	2,000
Blandin Grants	-	-	-	-	-	-	
MIRC	-	-	-	-	-	-	
Miscellaneous	3,049	1,674	2,640	1,414	1,000	927	
Energy Rebates	-	450	-	-	-	-	
Investment Income	3,415	4,092	5,783	4,557	3,000	430	3,000
Total Miscellaneous Revenue	41,698	43,520	58,111	22,461	16,800	5,539	7,800
Other Sources							
Insurance Recovery	3,057	-	-	-	-	-	
Operating Transfer - In	-	-	-	6,241	-	-	
Fund Balance Usage	-	-	-	-	-	-	
Total Revenues	892,505	937,973	946,236	893,983	881,542	414,294	923,213

EXPENSES

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
ACTUAL 2017-2020 EXPENDITURES, 2021 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2022 BUDGET**

	<u>2017 ACTUAL</u>	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 BUDGET</u>	<u>YTD ACTUAL 6/30/2021</u>	<u>PROPOSED 2022 BUDGET</u>
Operating Transfer Out	-	-	-	-	-	-	
Personnel							
Salary-Full time	407,393	431,071	436,190	411,174	360,052	162,427	387,168
Salary-Full time overtime	-	-	-	-	-	-	-
Salary-Part Time	29,400	25,278	23,023	24,748	25,407	12,262	80,820
Salary-Part time overtime	-	-	-	-	-	-	-
Contracted Services	12,144	8,384	8,067	490	8,510	3,008	8,510
PERA	32,306	33,828	33,584	32,259	28,909	13,102	35,099
FICA	25,648	27,966	27,621	26,777	23,898	10,760	29,015
Medicare	5,998	6,540	6,460	6,263	5,589	2,517	6,786
Health Insurance	74,948	133,360	131,788	144,592	116,541	56,499	116,541
Life Insurance	228	243	242	176	172	106	232
Dental Insurance	1,423	-	-	-	-	-	-
Unemployment	-	-	-	-	-	-	-
Worker's Comp	2,668	2,140	2,460	2,443	2,628	1,512	3,018
Total Personnel	<u>592,158</u>	<u>668,810</u>	<u>669,435</u>	<u>648,922</u>	<u>571,706</u>	<u>262,192</u>	<u>667,190</u>
Supplies and materials							
Office Supplies	6,105	8,679	5,856	4,883	8,000	1,492	8,500
Copy Supplies	1,413	1,178	1,637	441	1,500	4	1,500
Printing/binding	770	773	1,185	611	1,000	48	1,000
Computer Supplies	2,391	4,567	3,192	1,253	3,000	1,942	3,000
Computer Inventory	1,466	2,696	3,502	883	3,000	1,188	2,500
Assets between 700 and 4999	-	10,804	11,680	1,099	12,000	-	12,000
Inventorial Supplies Equip<700	784	2,164	921	943	1,000	236	1,000
Volunteer Prgm Supplies & Mat	489	663	483	175	500	80	500
Operating Supplies	1,192	1,567	1,187	1,720	2,000	1,001	2,000
Books	46,719	42,533	38,622	36,273	39,000	21,769	39,000
Audio/Visual	13,627	8,174	8,471	6,020	9,000	3,746	9,000
Newspapers	2,399	2,525	2,681	1,236	1,500	1,184	2,000
Periodicals	6,206	6,275	5,697	5,345	7,500	26	7,500
Maintenance Tools/Supplies	2,933	3,241	3,173	1,572	3,000	427	3,000
Other Supplies/Materials	-	-	-	-	-	90	-
Equipment/Parts	-	-	-	-	-	-	-
Volunteer Coordinator Materials	-	-	-	-	-	-	-
Total supplies and materials	<u>86,493</u>	<u>95,839</u>	<u>88,287</u>	<u>62,454</u>	<u>92,000</u>	<u>33,233</u>	<u>92,500</u>
Services and Charges							
Professional Services	395	7,085	395	-	500	-	500
Accounting Services	880	1,100	1,131	1,163	1,500	1,113	1,500
Legal	-	-	-	-	-	-	-
Laundry	657	709	902	242	1,000	209	1,000
Janitorial Services	20,400	20,400	19,632	15,613	20,400	10,418	20,400
Other Contracted Services	17,690	13,448	25,365	3,935	77,836	1,600	26,323
Telephone	5,293	5,280	5,515	4,570	6,000	2,349	6,000
Postage/Freight	3,055	2,967	3,100	1,256	3,500	267	3,500
Seminar/Meetings/School	846	523	144	20	-	-	-
Staff Training	235	-	191	-	-	-	-
Community Ed/Promotion	379	295	205	216	-	216	-
Professional Service-Collections	1,862	1,638	1,647	367	2,000	-	2,000
Auto Mileage/travel	-	60	-	-	-	-	-

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY**

ACTUAL 2017-2020 EXPENDITURES, 2021 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2022 BUDGET

	<u>2017 ACTUAL</u>	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 BUDGET</u>	<u>YTD ACTUAL 6/30/2021</u>	<u>PROPOSED 2022 BUDGET</u>
Publishing and Advertising	1,526	1,213	458	-	600	105	600
General Insurance	8,056	8,508	8,255	8,745	9,000	5,550	9,000
Electricity	31,817	33,701	32,875	27,668	34,000	16,385	35,000
Garbage Removal	4,011	4,153	3,695	1,680	2,000	965	2,000
Heat-Natural Gas	3,779	2,939	3,597	4,399	12,000	2,661	8,000
Maintenance Contracts	9,215	9,843	10,224	10,231	9,500	2,328	9,500
Building Maintenance/Repairs	45,633	16,234	6,239	13,796	15,000	5,492	15,000
Grounds Maintenance	2,134	1,312	328	-	1,000	-	1,000
Computer Maintenance/Repairs	8,540	8,174	9,204	8,758	9,000	1,046	9,000
On-line Services	2,957	2,564	2,564	2,564	3,500	2,564	3,500
General Equip Maint/Repair	12,168	4,952	6,861	7,687	8,000	1,700	8,000
Equipment Leases	804	1,869	1,445	1,445	1,500	729	1,500
Miscellaneous	-	-	-	852	-	-	-
Dues & Subscriptions	88	30	30	30	-	-	-
Interlibrary Loan Charges	185	28	80	-	-	-	200
Endowment Fund Expenditures	-	-	-	-	-	-	-
Fund Balance Payback	-	-	-	-	-	-	-
Total Other Services	<u>182,605</u>	<u>149,025</u>	<u>144,082</u>	<u>115,237</u>	<u>217,836</u>	<u>55,696</u>	<u>163,523</u>
Capital Outlay							
Equipment/Mach/Furn/Fixture	-	-	7,708	5,536	-	-	-
Building/Bldg Improvements	-	20,041	813	-	-	-	-
Total Capital Outlay	<u>-</u>	<u>20,041</u>	<u>8,521</u>	<u>5,536</u>	<u>-</u>	<u>-</u>	<u>-</u>
GRAND TOTAL	<u>861,255</u>	<u>933,715</u>	<u>910,325</u>	<u>832,149</u>	<u>881,542</u>	<u>351,121</u>	<u>923,213</u>
REVENUE/(EXPENDITURES)	<u>\$ 31,250</u>	<u>\$ 4,258</u>	<u>\$ 35,911</u>	<u>\$ 61,834</u>	<u>\$ -</u>	<u>\$ 63,173</u>	<u>\$ 0</u>

Can we cut \$2500?

Upgrade of public computers

Physical circulation (books) continue to grow.

GRAL Director's Report

AUGUST 2021

ADVOCACY

-City of Grand Rapids

I attended the 8/31 City Council work session and presented the budget included in this packet (for discussion in the regular agenda).

-Itasca County

I am in contact with the County (Jeff Walker) to monitor the status of the 2019 increase as the 2022 budget process unfolds.

-American Rescue Plan Act – State Library Services / Arrowhead Library System

Arrowhead Library System is finalizing the process for distributing funds.

LIBRARY MANAGEMENT

-Summer Celebration!

Summer Celebration was a tremendous success. We estimate a total attendance of 425 (on the low end). Activities stations were busy most of the event and Kona Ice distributed 363 servings. Thanks to all volunteers and sponsors who made this event possible.

-Itasca Amazing Race

The Library collaborated with United Way to be one of the stops on the Itasca Amazing Race August 26.

-Staffing

City Council approved Jennifer Behm as a temporary worker (through Personnel Dynamics) at the August 23 Council meeting. Jennifer has filled in at CIRC before and was a big help while Deb was away for the birth of her grandson!

FACILITIES MAINTAINANCE / SPACE

-Rapids River Fest

The City Administrator has directed the Library be closed to the public September 10 due to road closures associated with Grand Rapids Riverfest.

FIRE RESPONSE

I responded to 23 calls in August (6 from the Library).

END OF REPORT

August in Children's

Wowsers! That was some shindig! I had been both dreading and looking forward to August 18 for several months. We had never done an end-of-Summer Reading celebration. Could we pull off a party? In the midst of once-again rising Covid numbers? What was I thinking? Oh my heavens, who thought THIS was a good idea? ☺

Well, as is said, teamwork makes the dream work, and our successful celebration is an apt illustration of the adage. My co-workers pulled out all the stops, and helped either outside, where the high of the day was 95, or were run ragged inside, with all the extra folks here. I often feel as if my ideas are great impositions on their time, and, truthfully, they are, but they always handle everything I impose on them with great grace and enthusiasm. They are, truly, the best team I've ever had. And Will, our fearless leader, put himself in charge of both goodwill and garbage. He was outstanding at both positions.

The day required a LOT of volunteer help. I am especially grateful for the greeting team of Cyndy Martin and Sheena Richards. They were in charge of chalk drawings, and served as amazing ambassadors for the library. We ended up with a beautiful sidewalk and very happy patrons, due to their efforts. (The staff inside the building also very much appreciated the Kona Ice and popcorn that these ambassadors brought inside for them! ☺) I also would like to acknowledge our other outstanding volunteers: Darin Card, Popcorn maker extraordinaire, (Dion's husband), Kate Kampa, who ran the messiest activity table, making summer snow (my daughter), and the amazing Johnsons: Nancy Mike-Johnson ran the catapult table, and Nora Johnson took over the origami table at the last minute. Grandpa Sam and Sammy helped by running errands and having fun. Nicole Johnson ending up recruiting nearly her entire family! Annie Olson-Reiners took over the rocket booth and her daughter, Carmen Olson-Reiners ran the "Finish an Illustration" table. They were both remarkable! Mary Erickson couldn't have been more enthusiastic about helping kids make spinners at her table, and Karen Karls was a wonder helping kids create yarn-wrapped animals. Pat Fideldy (my Mom) was the person running the Prize Book room for folks returning their Summer Reading Card. These people made this event come to life.

Finally, this event simply would not have been as grand without our free Kona Ice. So many Kona-dyed smiles at the library that day! Free to our patrons, however, was certainly not "free." We received phenomenally generous donations from the Monday Rotary group, and from our neighbors, Glorvigen, Tierney, & Co. They each wrote checks for \$600. The Kona ice folks served 363 cups of Kona Ice, to the tune of \$1089! We needed those donations, as the free Kona Ice was a major draw for most folks. We

intentionally planned this event for Fair Week, in the hopes that families might enjoy some free treats and activities before heading to the fair. Many, many people expressed thanks for the timing of the event. In addition to our generous Kona Ice donations, we also received a \$300 grant from Children First! for our event. This was used for supplies for our activity tables. Our final source of funding came from a special fund from the Arrowhead Library System which we were granted in lieu of our annual Kids Stuff live programming. We used the last bit of our money from this fund, approximately \$550. A lot of money went into the event, but many more smiles came out of it. Worth it? Absolutely. If we can find the funding again, we should consider it for next year. (I can't believe I just wrote that.)

Our official tally for this event is 427. While impossible to get an actual count, this is a solid number derived from the number of Kona cups served, the number of activities we went through (nearly 800!), and the number of cards returned. If anything, we may have underestimated the attendance.

We, of course, continued with both Online Storytime (322 total views so far) and Artastic (number TBD) in August. Thanks to the efforts of Will and the Library Foundation, we also may have secured continuing funding that might allow us to both continue Online Storytime, and provide in-person Storytime, when the time is right. (Decidedly NOT yet!) Things are looking up, in Storytime land.

Thank you, Library Board, for your continued support. I feel it, and I appreciate it, and our young patrons are much the better for it.

565.83 (remaining summer funds from ALS)

-164.89 (Amazon)

-470.31 (Amazon)

-135.87 (Amazon) (August Artastic + bubble machine)

-205.24

Children First!

300.00

-205.24 (see above)

-50.00 (Minuteman Press)

44.76

Donation from Monday Rotary and Glorvigen, Tierney

1200.00

-1089.00 (363 cups of Kona Ice consumed!)

111.00

Total Donations for Summer Celebration: \$2065.83

Total Cost of Summer Celebration Plus August Artastic: \$1910.07

Total remaining in coffers: \$155.76

Monthly Report - Overview for Aug 2021

Locations on this report: Grand Rapids Area Library

Checkout

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
1st Time	9777	10199	-5	3832	155	52436	40300	30
Phone Renewal	159	344	-54	15	960	1280	1223	4
Renewal	320	231	38	12	2566	1179	633	86
Opac Renewal	712	677	5	166	328	4373	2690	62
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	10968	11451	-5	4025	172	59268	44846	32

Checkout Stock Rotation

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 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	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
Normal	9695	9288	4	4026	140	48515	42416	14
Late	2009	1759	14	123	1533	8404	3908	115
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
Total	11704	11047	5	4149	182	56919	46324	22

Requests Placed

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
Placed	1597	1629	-2	3785	-58	19432	16764	15
Total	1597	1629	-2	3785	-58	19432	16764	15

Requests Resolved

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
Cancelled	96	56	71	131	-27	1024	664	54
Filled	2634	2509	4	4696	-44	28411	22189	28
Expired	10	2	400	0	100	24	8	200
Total	2740	2567	6	4827	-44	29459	22861	28

Holds Resolved

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
Picked Up	1563	1604	-3	3465	-55	19424	15371	26
Cancelled	3	1	200	1	200	28	19	47
Expired	144	109	32	0	100	1134	364	211
Total	1710	1714	-1	3466	-51	20586	15754	30

Overdues

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
1st Notice	483	385	25	0	100	1752	1156	51
2nd Notice	0	1	-100	0	0	8	0	100
3rd Notice	0	1	-100	0	0	6	0	100
4th Notice	1	0	100	0	100	2	0	100
5th Notice	0	0	0	0	0	0	0	0
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	106	92	15	0	100	423	253	67
Total	590	479	23	0	100	2191	1409	55

Borrower Delta

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
New (Manual)	70	77	-10	10	600	338	258	31
Deleted (Manual)	7	9	-23	4	75	45	44	2
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	77	86	-11	14	450	383	302	26

Bib Delta

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
New (Manual)	135	122	10	116	16	1001	1061	-6
Deleted (Manual)	72	130	-45	51	41	1095	2329	-53
New (Batch)	47	33	42	41	14	331	405	-19
Deleted (Batch)	0	0	0	0	0	0	0	0
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Total	254	285	-11	208	22	2427	3795	-37

Auth Delta

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	0	0	0	0	0	2	3	-34
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	0	0	0	0	0	2	3	-34

Item Delta

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
New (Manual)	364	369	-2	458	-21	3105	3673	-16
Deleted (Manual)	90	413	-79	36	150	3510	4316	-19
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	454	782	-42	494	-9	6615	7989	-18

Acquisitions Activities

Description	Aug 2021	Jul 2021	%chg	Aug 2020	%chg	2021 YTD	2020 YTD	%chg
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	216	204	5	248	-13	1836	1841	-1
Items Rcvd by Ven	219	205	6	267	-18	1870	1876	-1
Claims	0	0	0	0	0	0	0	0
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Total	435	409	6	515	-16	3706	3717	-1

Children's Stats

Month August 2021

Online Storytime

Programs: 4

Facebook views: 327

Library Party
427 people

Artastic

Programs: 1

Facebook views: _____ * to be determined - video
Kits handed out: _____ * still handing out kits goes up 9/1/21

Non School Groups: 3 -YMCA

People: 28

Reference Questions: 312

Reference Questions 2020: 0

Reference Questions 2019: 226