



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, February 14, 2024

5:00 PM

CALL TO ORDER: NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, February 14, 2024 at 5:00 PM.

CALL OF ROLL:

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

1. Consider a motion to approve Library Board Meeting Minutes from 01-10-2024.

COMMUNICATIONS:

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider a motion to approve payment of Bill List.

CONSENT AGENDA (Roll Call Vote Required):

3. Consider accepting donations as listed on the attached resolution.

REGULAR AGENDA:

4. City Government Academy
5. Library Advocacy
6. Arrowhead Library System Invoice for Automation Costs

UPDATES:

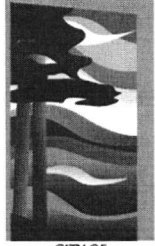
STAFF REPORTS:

7. Review Library Reports and Statistics

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 13, 2024, 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, January 10, 2024
5:00 PM

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, January 10, 2024, at 5:00

CALL TO ORDER:

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

CALL OF ROLL:

Present: Barr, Casteel, Kee, Martin, Richards, Squadroni, Teigland

Absent: Blocker and Dobbs

ORGANIZATIONAL MEETING - ELECTION OF BOARD PRESIDENT, VICE PRESIDENT, AND SECRETARY.

Motion to elect Martin, Richards, and Kee as a slate.

Mover: Barr

Seconder: Teigland

Result: Passed 7-0

APPROVAL OF AGENDA:

Motion to approve agenda as presented

Mover: Richards

Seconder: Teigland

Result: Passed (unanimously)

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

APPROVAL OF MINUTES:

1. Consider approval of meeting minutes from the 12-13-2023 Library Board Meeting.

Motion to approve minutes as presented

Mover: Kee

Seconder: Richards

Result: Passed (unanimously)

COMMUNICATIONS:

None.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Consider a motion to approve payment of bill list and financial reports.

Motion to approve payment of bill list and financial reports.

Mover: Richards

Seconder: Squadroni

Result: Passed 7-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

3. Consider a motion accepting donations to the library as listed.

Motion to approve consent agenda as presented.

Mover: Kee

Seconder: Barr

Result: Passed 7-0 (roll-call)

REGULAR AGENDA:

4. Review Library Board Roster / Introductions

Informational

5. Consider a motion authorizing the Volunteer Coordinator to sign a MOU with RSVP.

Motion to sign MOU with RSVP.

Mover: Richards

Secunder: Kee

Result: Passed (unanimously)

UPDATES:

STAFF REPORTS:

6. Review Library Reports and Statistics

Informational

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:25 PM.

NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 14, 2024, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 01/05/2024
 TIME: 11:24:13
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 01/10/2024

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0118100	ARAMARK UNIFORM SERVICES	112.48
0118660	ARROWHEAD LIBRARY SYSTEM	70.88
0201428	BAKER & TAYLOR LLC	2,112.40
0212124	BLACKSTONE PUBLISHING	141.00
0221650	BURGGRAF'S ACE HARDWARE	7.99
0305485	CENGAGE LEARNING INC	335.04
0405500	DEMCO INC	288.03
0421455	DULUTH NEWS TRIBUNE	346.84
0701650	GARTNER REFRIGERATION CO	3,452.46
0718060	GRAND RAPIDS HERALD REVIEW	96.95
0914540	INNOVATIVE OFFICE SOLUTIONS LL	371.84
0920059	ITASCA COUNTY SHERIFFS DEPT	10.00
1309495	MINUTEMAN PRESS	60.00
1401650	NARDINI FIRE EQUIPMENT CO INC	458.00
1605665	PERSONNEL DYNAMICS LLC	550.80
1612225	PLAYAWAY PRODUCTS LLC	331.45
1809158	WILLIAM RICHTER	4,979.45
1903225	SCENIC RANGE NEWS FORUM	25.00
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$13,750.61

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.46
0113105	AMAZON CAPITAL SERVICES	30.29
0201428	BAKER & TAYLOR LLC	421.13
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	22,203.85
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	119.08
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	215.26
1516220	OPERATING ENGINEERS LOCAL #49	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS	323.02
1618119	ISABELLA A PRATTO	50.00
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	2,173.98
2114356	UNIQUE MANAGEMENT SERVICES	209.70
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$35,841.67

TOTAL ALL DEPARTMENTS \$49,592.28

RESOLUTION NO. 2024-1
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

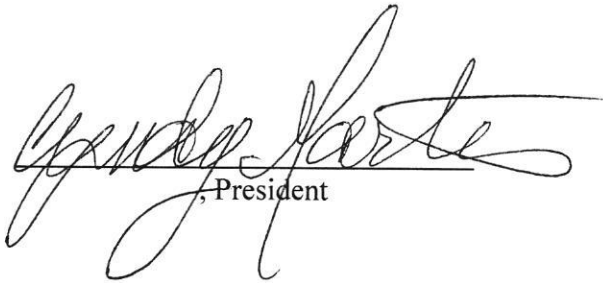
WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

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:

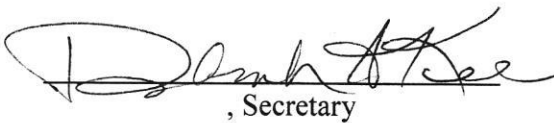
Grand Rapids Area Library Foundation – Children’s Library display (valued at \$1,440)

Carol Morrill - \$200.00 (undesignated)

Adopted this 10th day of January 2024



, President



, Secretary

DATE: 02/07/2024
 TIME: 15:00:42
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/14/2024

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0118100	ARAMARK UNIFORM SERVICES	168.72
0118660	ARROWHEAD LIBRARY SYSTEM	21.00
0201428	BAKER & TAYLOR LLC	2,262.57
0212124	BLACKSTONE PUBLISHING	376.00
0215750	BOUNDARY WATERS JOURNAL	30.00
0305485	CENGAGE LEARNING INC	6,228.00
0315455	COLE HARDWARE INC	26.99
0718010	CITY OF GRAND RAPIDS	1,746.67
0914540	INNOVATIVE OFFICE SOLUTIONS LL	334.09
0914800	INVEST EARLY PROJECT	1,500.00
1309055	MIDWEST TAPE LLC	225.65
1309268	MINNESOTA LIBRARY ASSOCIATION	230.00
1821700	MICHAEL RUSSELL	885.00
1901535	SANDSTROM'S INC	195.91
2018680	TRU NORTH ELECTRIC LLC	102.46
2114356	UNIQUE MANAGEMENT SERVICES	221.35

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$14,554.41

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.46
0113105	AMAZON CAPITAL SERVICES	72.82
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	66,763.10
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	119.08
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	118.78
1309335	MINNESOTA REVENUE	58.51
1516220	OPERATING ENGINEERS LOCAL #49	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS	323.02
1618119	ISABELLA A PRATTO	50.00
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	2,231.30
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$79,831.97

TOTAL ALL DEPARTMENTS \$94,386.38

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 14, 2024

Item 2.

DATE: 02/07/24
 TIME: 14:55:31
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/14/2024

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0100053 AT&T MOBILITY								
L	01/16/24	01	LIB JAN SERVICE	999-99-00-00-1000 HOLDING ACCOUNT			02/14/24	54.46
							INVOICE TOTAL:	54.46
							VENDOR TOTAL:	54.46
0113105 AMAZON CAPITAL SERVICES								
L	12/18/23	01	2 PK LIT BTRY	999-99-00-00-1000 HOLDING ACCOUNT			02/14/24	22.59
		02	DVD/BOOKS/SHIPPING	999-99-00-00-1000 HOLDING ACCOUNT				50.23
							INVOICE TOTAL:	72.82
							VENDOR TOTAL:	72.82
0118100 ARAMARK UNIFORM SERVICES								
2630233202-L	01/09/24	01	MATS	211-00-75-30-3070 LAUNDRY	20240107		02/14/24	34.36
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150 MAINTENANCE TOOLS/SUPPLIES	20240107			21.88
							INVOICE TOTAL:	56.24
2630238713-L	01/23/24	01	MATS	211-00-75-30-3070 LAUNDRY	20240225		02/14/24	34.36
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150 MAINTENANCE TOOLS/SUPPLIES	20240225			21.88
							INVOICE TOTAL:	56.24
2630244249-L	02/06/24	01	MATS	211-00-75-30-3070 LAUNDRY	20240371		02/14/24	34.36
		02	MOPS/TOWELS/CLOTHS/C#350041513	211-00-75-20-2150 MAINTENANCE TOOLS/SUPPLIES	20240371			21.88
							INVOICE TOTAL:	56.24
							VENDOR TOTAL:	168.72

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0118660 ARROWHEAD LIBRARY SYSTEM								
15144-L	12/31/23	01	OVERDUE NOTICES DEC	211-00-75-20-2010			02/14/24	21.00
				OFFICE SUPPLIES				
							INVOICE TOTAL:	21.00
							VENDOR TOTAL:	21.00
0201428 BAKER & TAYLOR LLC								
2038019464-L	01/03/24	01	4 BOOKS/#209977 L025981	211-00-75-20-2110	20240109		02/14/24	47.63
				BOOKS				
							INVOICE TOTAL:	47.63
2038029978-L	01/08/24	01	4 BOOKS/#209977 L025981	211-00-75-20-2110	20240162		02/14/24	62.88
				BOOKS				
							INVOICE TOTAL:	62.88
2038033116-L	01/09/24	01	28 BOOKS/#209977 L025981	211-00-75-20-2110	20240137		02/14/24	425.89
				BOOKS				
							INVOICE TOTAL:	425.89
2038035475-L	01/10/24	01	62 BOOKS/#209977 L025981	211-00-75-20-2110	20240153		02/14/24	692.02
				BOOKS				
							INVOICE TOTAL:	692.02
2038047181-L	01/17/24	01	20 BOOKS/#209977 L025981	211-00-75-20-2110	20240196		02/14/24	272.60
				BOOKS				
							INVOICE TOTAL:	272.60
2038056782-L	01/24/24	01	18 BOOKS/#209977 L025981	211-00-75-20-2110	20240257		02/14/24	223.58
				BOOKS				
							INVOICE TOTAL:	223.58
2038069279-L	01/30/24	01	15 BOOKS/#209977 L025981	211-00-75-20-2110	20240320		02/14/24	232.45
				BOOKS				
							INVOICE TOTAL:	232.45

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0201428 BAKER & TAYLOR LLC								
2038072263-L	01/30/24	01	28 BOOKS/#209977 L025981	211-00-75-20-2110	20240319		02/14/24	305.52
				BOOKS				
							INVOICE TOTAL:	305.52
							VENDOR TOTAL:	2,262.57
0212124 BLACKSTONE PUBLISHING								
2136847-L	01/12/24	01	LAST NIGHT CD	211-00-75-20-2120	20240253		02/14/24	47.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	47.00
2136860-L	01/12/24	01	2 CDS/C#101678	211-00-75-20-2120	20240195		02/14/24	94.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	94.00
2137283-L	01/16/24	01	COOL FOOD CD	211-00-75-20-2120	20240253		02/14/24	47.00
				AUDIO/VISUAL				
		02	ALL RHODES LEAD HERE CD	211-00-75-20-2120	20240253			47.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	94.00
2138913-L	01/29/24	01	3 CDS/C#101678	211-00-75-20-2120	20240347		02/14/24	141.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	141.00
							VENDOR TOTAL:	376.00
0215750 BOUNDARY WATERS JOURNAL								
2024/SUBSCRPT-L	01/08/24	01	SUBSCRIPTION RENEWAL	211-00-75-20-2140	20240095		02/14/24	30.00
				PERIODICALS				
							INVOICE TOTAL:	30.00
							VENDOR TOTAL:	30.00
0305485 CENGAGE LEARNING INC								

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0305485 CENGAGE LEARNING INC								
83119164-L	01/01/24	01	6 BOOKS/#154757	211-00-75-20-2110	20240110		02/14/24	6,228.00
				BOOKS				
							INVOICE TOTAL:	6,228.00
							VENDOR TOTAL:	6,228.00
0315455 COLE HARDWARE INC								
85410-L	01/24/24	01	CLOSET REPAIR KIT	211-00-75-30-4010	20240240		02/14/24	26.99
				BUILDING MAINT/REPAIRS				
							INVOICE TOTAL:	26.99
							VENDOR TOTAL:	26.99
0605191 FIDELITY SECURITY LIFE								
L	01/08/24	01	LIB JAN VISION	999-99-00-00-1000			02/14/24	6.90
				HOLDING ACCOUNT				
							INVOICE TOTAL:	6.90
							VENDOR TOTAL:	6.90
0718010 CITY OF GRAND RAPIDS								
24/143-L	01/05/24	01	JAN JANITORIAL SERVICE	211-00-75-30-3090	20240104		02/14/24	1,746.67
				JANITORIAL SERVICES				
							INVOICE TOTAL:	1,746.67
							VENDOR TOTAL:	1,746.67
0718015 GRAND RAPIDS CITY PAYROLL								
L	12/15/23	01	LIB PAYROLL 12/15/23	999-99-00-00-1000			02/14/24	22,166.11
				HOLDING ACCOUNT				
		02	LIB PAYROLL 12/29/23	999-99-00-00-1000				22,283.66
				HOLDING ACCOUNT				
		03	LIB PAYROLL 01/12/24	999-99-00-00-1000				22,313.33
				HOLDING ACCOUNT				
							INVOICE TOTAL:	66,100.10
							VENDOR TOTAL:	66,100.10

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0914540 INNOVATIVE OFFICE SOLUTIONS LL								
IN4446755-L	01/26/24	01	TONER 414A BK, CN	211-00-75-20-2060	20240270		02/14/24	321.86
		02	MARKER LRG BK/C#NB07789	211-00-75-20-2010	20240270			12.23
				COMPUTER SUPPLIES				
				OFFICE SUPPLIES				
							INVOICE TOTAL:	334.09
							VENDOR TOTAL:	334.09
0914800 INVEST EARLY PROJECT								
3596-L	12/31/23	01	SEP-DEC 2023 STORY TIME	211-00-75-30-3100			02/14/24	1,500.00
				OTHER CONTRACTED SERVICES				
							INVOICE TOTAL:	1,500.00
							VENDOR TOTAL:	1,500.00
1209520 EMILY LINDNER								
L	01/16/24	01	BOOK CLUB MEETING 1/8/24	999-99-00-00-1000			02/14/24	150.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00
1301146 MARCO TECHNOLOGIES, LLC								
L	01/16/24	01	LIB JAN COPIER LEASE	999-99-00-00-1000			02/14/24	119.08
				HOLDING ACCOUNT				
							INVOICE TOTAL:	119.08
							VENDOR TOTAL:	119.08
1305725 METROPOLITAN LIFE INSURANCE CO								
L	01/08/24	01	LIB JAN SUPP/LIFE INS PREM	999-99-00-00-1000			02/14/24	76.14
				HOLDING ACCOUNT				
							INVOICE TOTAL:	76.14
							VENDOR TOTAL:	76.14

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1309055 MIDWEST TAPE LLC								
504905628-L	01/12/24	01	9 DVDS/C#2000006802	211-00-75-20-2120	20240193		02/14/24	207.66
				AUDIO/VISUAL				
						INVOICE TOTAL:		207.66
504936250-L	01/18/24	01	1 DVD/CUST#2000006802	211-00-75-20-2120	20240311		02/14/24	17.99
				AUDIO/VISUAL				
						INVOICE TOTAL:		17.99
						VENDOR TOTAL:		225.65
1309199 MINNESOTA ENERGY RESOURCES								
L	01/22/24	01	LIB DEC NTL GAS	999-99-00-00-1000			02/14/24	118.78
				HOLDING ACCOUNT				
						INVOICE TOTAL:		118.78
						VENDOR TOTAL:		118.78
1309268 MINNESOTA LIBRARY ASSOCIATION								
300005123-L	01/29/24	01	2024 MLA MEMBERSHIP W RICHTER	211-00-75-30-4330	20240290		02/14/24	230.00
				DUES & SUBSCRIPTIONS				
						INVOICE TOTAL:		230.00
						VENDOR TOTAL:		230.00
1309335 MINNESOTA REVENUE								
L	12/20/23	01	LIB NOV SALES TAX PAYABLE	999-99-00-00-1000			02/14/24	58.51
				HOLDING ACCOUNT				
						INVOICE TOTAL:		58.51
						VENDOR TOTAL:		58.51
1516220 OPERATING ENGINEERS LOCAL #49								
L	01/08/24	01	LIB FEB HEALTH INS PREM	999-99-00-00-1000			02/14/24	9,612.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		9,612.00
						VENDOR TOTAL:		9,612.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1601750	PAUL BUNYAN COMMUNICATIONS							
L	01/08/24	01	LIB JAN SERVICE & LINE CHARGE	999-99-00-00-1000			02/14/24	323.02
				HOLDING ACCOUNT				
								INVOICE TOTAL: 323.02
								VENDOR TOTAL: 323.02
1618119	ISABELLA A PRATTO							
L	01/16/24	01	LEGO PROGRAM 1/11/24	999-99-00-00-1000			02/14/24	50.00
				HOLDING ACCOUNT				
								INVOICE TOTAL: 50.00
								VENDOR TOTAL: 50.00
1618120	MADELYN R PRATTO							
L	01/16/24	01	LEGO PROGRAM 1/11/24	999-99-00-00-1000			02/14/24	50.00
				HOLDING ACCOUNT				
								INVOICE TOTAL: 50.00
								VENDOR TOTAL: 50.00
1621130	P.U.C.							
L	01/16/24	01	LIB DEC UTILITIES	999-99-00-00-1000			02/14/24	2,231.30
				HOLDING ACCOUNT				
								INVOICE TOTAL: 2,231.30
								VENDOR TOTAL: 2,231.30
1821700	MICHAEL RUSSELL							
662938-L	01/14/24	01	BACK OFFICE AREAS CARPET CLEAN	211-00-75-30-4010	20240163		02/14/24	885.00
				BUILDING MAINT/REPAIRS				
								INVOICE TOTAL: 885.00
								VENDOR TOTAL: 885.00

1901535 SANDSTROM'S INC

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 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/14/2024

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1901535 SANDSTROM'S INC								
488036-L	01/08/24	01	TOWEL ROLL WHT	211-00-75-20-2150	20240100		02/14/24	56.36
				MAINTENANCE TOOLS/SUPPLIES				
		02	TOIL TISS	211-00-75-20-2150	20240100			44.57
				MAINTENANCE TOOLS/SUPPLIES				
		03	FOAM HAND SOAP/#320023	211-00-75-20-2150	20240100			94.98
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	195.91
							VENDOR TOTAL:	195.91
2018680 TRU NORTH ELECTRIC LLC								
1488-L	02/01/24	01	RPLC 3 WAY SWITCH WILLS OFFICE	211-00-75-30-4010	20240339		02/14/24	100.00
				BUILDING MAINT/REPAIRS				
		02	3 WAY SWITCH WHITE	211-00-75-30-4010	20240339			2.46
				BUILDING MAINT/REPAIRS				
							INVOICE TOTAL:	102.46
							VENDOR TOTAL:	102.46
2114356 UNIQUE MANAGEMENT SERVICES								
6120962-L	12/31/23	01	DEC PLACEMATS	211-00-75-30-3300			02/14/24	233.00
				PROFESSIONAL SERV-COLLECTI				
		02	CREDIT FOR ACCTS CLOSED/#1634	211-00-75-30-3300				-11.65
				PROFESSIONAL SERV-COLLECTI				
							INVOICE TOTAL:	221.35
							VENDOR TOTAL:	221.35
2301700 WM CORPORATE SERVICES, INC								
L	01/16/24	01	LIB DEC SERVICE	999-99-00-00-1000			02/14/24	145.86
				HOLDING ACCOUNT				
							INVOICE TOTAL:	145.86
							VENDOR TOTAL:	145.86
							TOTAL ALL INVOICES:	94 38

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **JANUARY 31, 2024**

Item 2.

Account Number	Account Description	2024 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 825,128	\$ -	0%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	-	0%
211-00-34-00-7970	PHOTO COPIES	2,000	319	16%
211-00-34-00-7975	INTERNET	2,000	83	4%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	-	0%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	3,885	21%
211-00-34-00-7990	FAX MACHINE USE	500	35	7%
211-00-37-00-2310	DONATIONS	1,500	500	33%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	-	0%
211-00-37-00-2450	MISCELLANEOUS	-	176	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	-	0%
		987,009	4,998	1%
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	415,796	26,376	6%
211-00-75-10-1030	SALARY-PARTTIME	91,955	7,708	8%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	-	0%
211-00-75-10-1210	PERA	37,816	2,241	6%
211-00-75-10-1220	FICA	31,481	2,101	7%
211-00-75-10-1250	MEDICARE	7,362	491	7%
211-00-75-10-1310	HEALTH INSURANCE	122,265	-	0%
211-00-75-10-1330	LIFE INSURANCE	232	23	10%
211-00-75-10-1347	VISION INSURANCE	-	1	0%
211-00-75-10-1510	WORKERS COMPENSATION	3,032	-	0%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	12	0%
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	322	11%
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	-	0%
211-00-75-20-2095	PRGM SUP & MATERIALS	1,000	82	8%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	-	0%
211-00-75-20-2110	BOOKS	39,000	8,575	22%
211-00-75-20-2120	AUDIO/VISUAL	9,000	602	7%
211-00-75-20-2130	NEWSPAPERS	2,000	444	22%
211-00-75-20-2140	PERIODICALS	7,500	30	0%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	240	8%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	-	0%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	-	0%
211-00-75-30-3070	LAUNDRY	1,000	69	7%
211-00-75-30-3090	JANITORIAL SERVICES	20,960	1,747	8%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	250	2%
211-00-75-30-3210	TELEPHONE	6,000	377	6%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	-	0%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	16,000	-	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	-	0%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	-	0%
211-00-75-30-3610	GENERAL INSURANCE	22,000	-	0%
211-00-75-30-3810	ELECTRICITY	35,000	-	0%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	-	0%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	-	0%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	-	0%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **JANUARY 31, 2024**

Item 2.

Account Number	Account Description	2024 Budget	Year to Date	Percent of Budget
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	912	6%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	37	0%
211-00-75-30-4030	ONLINE SERVICES	3,000	-	0%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	-	0%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	119	8%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	-	240	0%
	TOTAL EXPENDITURES	987,009	52,998	5%
	SURPLUS REVENUES/(EXPENDITURES)	-	(48,000)	

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE ONE MONTH ENDING JANUARY 31, 2024
With Comparative Totals for January 31, 2023

	2023 Actual	2024 Actual	2024 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	456,479	518,269	518,269	
Compensated Absences	44,648	44,648	44,648	
Emergency/unanticipated Expenditures	64,796	64,796	64,796	
Major Equipment Replacement	135,725	135,725	135,725	
TOTAL FUND BALANCE 1/1/XX	701,648	763,438	763,438	
Revenues:				
Taxes	-		825,128	0%
Intergovernmental	-		128,000	0%
Charges for Services	5,583	4,322	28,081	15%
Fines & Forfeits	-		-	0%
Grand Rapids Library Foundation	-		-	0%
Miscellaneous	502	676	5,800	12%
Other Sources-Operating Transfer	-		-	0%
Other Sources (Fund Balance Usage)	-		-	0%
TOTAL REVENUES	6,086	4,998	987,009	1%
Expenditures:				
Personnel	41,469	38,942	718,449	5%
Supplies/Materials	10,134	10,306	90,500	11%
Other Services/Charges	13,449	3,751	178,060	2%
TOTAL EXPENDITURES	65,051	52,998	987,009	5%
OPERATING SURPLUS (DEFICIT)	(58,965)	(48,000)	-	
Gr Rapids Library Foundation Captl Grant	-		-	0%
Capital Outlay	-		-	0%
Fund Balance 1/31/XX				
Cash Flow	397,514	470,269	518,269	
Compensated Absences	44,648	44,648	44,648	
Emergency/unanticipated Expenditures	64,796	64,796	64,796	
Major Equipment Replacement	135,725	135,725	135,725	
TOTAL FUND BALANCE 1/31/XX	\$ 642,683	\$ 715,438	\$ 763,438	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$36,503 as of 11/30/23. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2024

PAGE: 1
F-YR: 24

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY 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	825,128.00	0.00	0.00	825,128.00	0
211-00-31-00-0200	DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
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	0.00	0.00	0.00	0.00	0
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUEN	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	825,128.00	0.00	0.00	825,128.00	0
TOTAL TAXES		0.00	825,128.00	0.00	0.00	825,128.00	0
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	0.00	0.00	128,000.00	0
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	128,000.00	0.00	0.00	128,000.00	0
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	0.00	0.00	128,000.00	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	319.31	2,000.00	319.31	0.00	1,680.69	16
211-00-34-00-7975	INTERNET	82.63	2,000.00	82.63	0.00	1,917.37	4
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	3,885.00	18,200.00	3,885.00	0.00	14,315.00	21
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	35.07	500.00	35.07	0.00	464.93	7
TOTAL		4,322.01	28,081.00	4,322.01	0.00	23,758.99	15
TOTAL CHARGES FOR SERVICES		4,322.01	28,081.00	4,322.01	0.00	23,758.99	15

DATE: 02/08/2024
TIME: 08:07:31
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2024

PAGE: 2
F-YR: 24

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY 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	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL FINES & FORFEITS		0.00	0.00	0.00	0.00	0.00	0
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	500.00	1,500.00	500.00	0.00	1,000.00	33
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	0.00	0.00	0.00	0
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	0.00	0.00	1,300.00	0
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	0.00	0.00	0.00	0.00	0.00	0
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	176.21	0.00	176.21	0.00	(176.21)	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		676.21	5,800.00	676.21	0.00	5,123.79	12
TOTAL MISCELLANEOUS REVENUE		676.21	5,800.00	676.21	0.00	5,123.79	12
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

DATE: 02/08/2024
TIME: 08:07:31
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2024

PAGE: 3
F-YR: 24

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL OTHER SOURCES		0.00	0.00	0.00	0.00	0.00	0
TOTAL REVENUES:		4,998.22	987,009.00	4,998.22	0.00	982,010.78	1
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	26,376.42	415,796.00	26,376.42	0.00	389,419.58	6
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	7,708.41	91,955.00	7,708.41	0.00	84,246.59	8
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	0.00	0.00	8,510.00	0
211-00-75-10-1210	PERA	2,241.37	37,816.00	2,241.37	0.00	35,574.63	6
211-00-75-10-1220	FICA	2,100.69	31,481.00	2,100.69	0.00	29,380.31	7
211-00-75-10-1250	MEDICARE	491.30	7,362.00	491.30	0.00	6,870.70	7
211-00-75-10-1310	HEALTH INSURANCE	0.00	122,265.00	0.00	0.00	122,265.00	0
211-00-75-10-1330	LIFE INSURANCE	22.96	232.00	22.96	0.00	209.04	10
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	0.52	0.00	0.52	0.00	(0.52)	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	0.00	3,032.00	0.00	0.00	3,032.00	0
TOTAL PERSONNEL		38,941.67	718,449.00	38,941.67	0.00	679,507.33	5
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	12.23	8,000.00	12.23	0.00	7,987.77	0
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	321.86	3,000.00	321.86	0.00	2,678.14	11
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

DATE: 02/08/2024
TIME: 08:07:31
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2024

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-20-2095	PRGM SUP & MATERIALS	81.68	1,000.00	81.68	0.00	918.32	8
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-75-20-2110	BOOKS	8,574.90	39,000.00	8,574.90	7,952.60	22,472.50	42
211-00-75-20-2120	AUDIO/VISUAL	601.65	9,000.00	601.65	444.46	7,953.89	12
211-00-75-20-2130	NEWSPAPERS	443.79	2,000.00	443.79	0.00	1,556.21	22
211-00-75-20-2140	PERIODICALS	30.00	7,500.00	30.00	30.00	7,440.00	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	239.67	3,000.00	239.67	239.67	2,520.66	16
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
TOTAL SUPPLIES & MATERIALS		10,305.78	90,500.00	10,305.78	8,666.73	71,527.49	21
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	0.00	0.00	1,500.00	0
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	68.72	1,000.00	68.72	68.72	862.56	14
211-00-75-30-3090	JANITORIAL SERVICES	1,746.67	20,960.00	1,746.67	1,746.67	17,466.66	17
211-00-75-30-3100	OTHER CONTRACTED SERVICES	250.00	12,000.00	250.00	750.00	11,000.00	8
211-00-75-30-3210	TELEPHONE	377.48	6,000.00	377.48	0.00	5,622.52	6
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	0.00	0.00	3,500.00	0
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	16,000.00	0.00	0.00	16,000.00	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	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	0.00	0.00	600.00	0
211-00-75-30-3610	GENERAL INSURANCE	0.00	22,000.00	0.00	0.00	22,000.00	0
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	0.00	0.00	35,000.00	0
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	0.00	0.00	8,000.00	0
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	0.00	0.00	9,500.00	0
211-00-75-30-4010	BUILDING MAINT/REPAIRS	911.99	15,000.00	911.99	911.99	13,176.02	12

DATE: 02/08/2024
TIME: 08:07:31
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2024

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-30-4020	COMPUTER MAINT/REPAIR	36.89	9,000.00	36.89	36.89	8,926.22	1
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	0.00	0.00	3,000.00	0
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	0.00	0.00	8,000.00	0
211-00-75-30-4100	EQUIPMENT LEASES	119.08	1,500.00	119.08	0.00	1,380.92	8
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	240.00	0.00	240.00	0.00	(240.00)	100
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		3,750.83	178,060.00	3,750.83	3,514.27	170,794.90	4
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		52,998.28	987,009.00	52,998.28	12,181.00	921,829.72	7
TOTAL EXPENSES:		52,998.28	987,009.00	52,998.28	12,181.00	921,829.72	7
TOTAL FUND REVENUES							
TOTAL FUND REVENUES		4,998.22	987,009.00	4,998.22	0.00	982,010.78	1
TOTAL FUND EXPENSES		52,998.28	987,009.00	52,998.28	12,181.00	921,829.72	7
FUND SURPLUS (DEFICIT)		(48,000.06)	0.00	(48,000.06)			
TOTAL ALL FUND REVENUES							
TOTAL ALL FUND REVENUES		4,998.22	987,009.00	4,998.22	0.00	982,010.78	1
TOTAL ALL FUND EXPENSES		52,998.28	987,009.00	52,998.28	12,181.00	921,829.72	7
ALL FUND SURPLUS (DEFICIT)		(48,000.06)	0.00	(48,000.06)			

RESOLUTION NO. 2024-2
A RESOLUTION ACCEPTING DONATIONS

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

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

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

Grand Rapids Area Library Foundation – \$2,148.09 (\$1,500 Story Time, 648.09 Children’s Program Supplies)

Nick and Nancy Eltgroth - \$500.00 (undesignated)

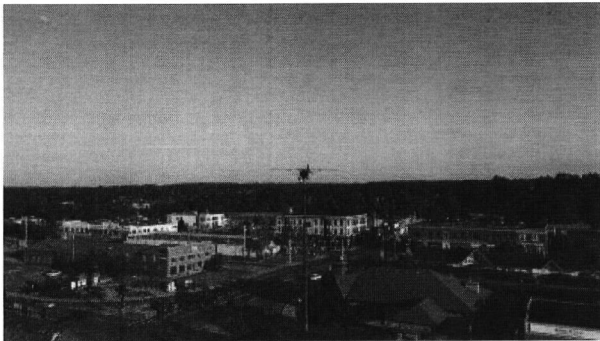
Adopted this 14th day of February 2024

Cyndy Martin, President

Deb Kee, Secretary



City Government Academy



Where Community Residents and Local Government Unite!

What is a City Government Academy?

The City of Grand Rapids Government Academy is a free, 9 week program designed for residents who want to increase their knowledge about city government operations and have a desire

to become more involved in the shaping and development of their community. Participants will get a first-hand look at how the city's many facilities, services and programs work to create a livable community and offer insight into opportunities on how they can be more involved at the local government level.

Program Outline.

- The City Government Academy is held on Wednesday evenings, beginning at 6:00 PM and will end no later than 8:30 PM.

Administration

[City Government Academy](#)

[Local Sale Tax](#)

[Citizen Involvement](#)

[Employment](#)

[IRA Civic Center Project](#)

[Licensing & Permits](#)

[Municipal Code](#)

Public Information Requests

Zoning Map

Contact Information

Address

420 N Pokegama Ave,
Grand Rapids, MN 55744

Office Numbers

Phone: 218-326-7600

Fax: 218-326-7608

[View Full Contact Details](#)

- The 9 weekly sessions are held at various locations within the city with the final week holding a graduation at a City Council meeting.
- During these sessions, participants will interact first hand with department heads and other City staff to learn about the day-to-day department operations, tour various work spaces and have opportunity to ask questions.
- Class size will be limited to 25 participants; accepted on a first come/first served basis, with priority given to City residents and two available spots designated for students. There will be a minimum requirement of 15 participants to run the academy.

Sessions will include:

- Overview of Municipal Government and Finances
- Elections & Licensing
- Police and Fire Departments
- Public Works, Airport and Cemetery operations
- City Engineering
- Community Development and Planning
- City facilities including Library, Yanmar Arena, Parks and Golf
- City Council and Boards & Commissions

Schedule for 2024:

- April 3rd to May 29, 2024 **NOTE:** *The final session will be held on Tuesday, May 29th at a regular City Council meeting.*
- 6:00 PM to 8:00 PM
- **Application Deadline:** Friday, March 15, 2024

How do I apply?

Click [here](#) to complete and submit your City Government Academy application online.

QUESTIONS: Please contact Kimberly Gibeau, City Clerk at kgibeau@grandrapidsmn.gov or by calling 218-326-7611.

Supporting Documents

 City Government Academy Outline (196 KB)



Staff Login Accessibility
420 N. Pokegama Ave | Grand Rapids, MN 55744 | (218) 326-7600

a municode design



EQUITABLE CITY/COUNTY FUNDING NEEDED FOR GRAND RAPIDS AREA LIBRARY

THE SITUATION

The Library is a valued community resource, providing free services to people throughout Itasca County. The Library is funded by local City of Grand Rapids and Itasca County tax dollars.

	CITY OF GRAND RAPIDS	ITASCA COUNTY
LIBRARY USE (CHECK-OUTS)	< 50 %	> 50 %
LIBRARY SUPPORT (IN TAX DOLLARS)	84 %	16 %
PER CAPITA SUPPORT (IN TAX DOLLARS)	\$66.67	\$13.50
	<i>The City has continued to increase their share up to \$350,000 above the minimum required level, as calculated by the State of MN (Dept. of Education), and faces challenges to sustain this level.</i>	<i>Itasca County is supporting the Library near the level it did in 2012.</i>

In recent years, the Library has undergone service cuts (both in open hours and staffing), due to inadequate funding from Itasca County. The City needs cooperation from the County to sustain Library services with an equitable funding model, based on actual use.

THE SOLUTION

A Joint Powers Agreement between the City of Grand Rapids and Itasca County to ensure equitable funding is the only way to maintain this community resource and prevent further service cuts. The City of Grand Marais and Cook County have had a successful agreement since 1992, illustrating that this type of partnership is successful and sustainable.

INVOICE

Arrowhead Library System

5528 Emerald Avenue
Mountain Iron, MN 55768
Tel. 218-741-3840
Fax 218-748-2171

Billed To: GRAND RAPIDS AREA LIBRARY
140 NE 2ND ST
GRAND RAPIDS MN 55744-2826

Date: 1-Jan-24

Invoice #: 10139

<u>COA#</u>	<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
101-02-004-47070	12	Due For JAN-DEC 2024 Automation Costs Including Ongoing Software License for PAC, Circulation, and Serials	\$3,125.00	\$37,500.00
		<i>"These Automation Costs will be provided by the Arrowhead Library System budget in 2024."</i>		(\$37,500.00)
TOTAL Amount Of Invoice:				\$0.00

Please Detach And Return This Portion With Payment To ARROWHEAD LIBRARY SYSTEM

Account: GRAND RAPIDS AREA LIBRARY

Invoice Date: 1-Jan-24

Invoice #: 10139

Invoice Amount Due: \$0.00

January in Childrens

Usually, my January missive is filled with “Woe, me, I can’t stand another day of this cold and snow!” Not this year! While I am sad for the snow lovers, and especially for businesses that rely on the snow and cold, I, personally, am enjoying living through “what may, perhaps, be the mildest winter on record.” You are welcome to remind me of this joy next year when things will probably be back to normal.

Anyway, we had a great January in Children’s! Some highlights:

- Our Cohasset 4th graders had a lovely visit, during which we talked about reading, struggles with reading, and famous authors who struggled with reading. (Did you know Patricia Polacco could not read until she was 14? And she didn’t publish her first book until she was in her 40’s? And she is now working on her 70th book? Did you know that Dav Pilkey spent most of his second-grade year sitting alone in the hallway because his teacher couldn’t handle his ADHD? And that year he started drawing Captain Underpants? And his teacher told him he would never amount to anything “drawing his little comics?” Well, umm, his Dog Man series alone has sold well over 60 million copies. He’s doing okay.)
- Lego club had 30-ish builders join us this month.
- Page Turners (book club for kids 8-12) met this month, as did our Teen Book Club. For Teen Book club we read the book “Peak” by Roland Smith, a story of a boy climbing Mt. Everest.
- We have had to pivot a bit on Online Storytime, as Teacher Missy is unable to be with us for a while. Gramma Pat (Pat Fideldy) has graciously agreed to fill Missy’s shoes until Missy can return. Gramma Pat has already filmed her first three shows, Sledding, Winter Birds, and Snow.
- Book Time, our partnership program with ECFE, continues to be a very important part of our Tuesdays.
- We enjoyed our first Steam program in conjunction with the Bell Museum. Jenny Behm is our local Bell Museum educator, and this month she presented a great project on chromatography, or how colors separate.
- I spent a lot of time on the radio this month. We taped my normal book review piece earlier in the month, and then we taped another piece about the challenges involved in getting kids to continue to read. My interview with Kate DiCamillo ran, and, finally, we taped a segment about Newbery Monday (eep!) (the American Library Association Youth Media Awards) and my reaction to the winners.

Happy Reading!

Monthly Report - Overview for Jan 2024

Locations on this report: Grand Rapids Area Library

Checkout

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
1st Time	10461	7260	44	9257	13	10461	9257	13
Phone Renewal	233	235	-1	256	-9	233	256	-9
Renewal	225	158	42	132	70	225	132	70
Opac Renewal	502	607	-18	613	-19	502	613	-19
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	11421	8260	38	10258	11	11421	10258	11

Checkout Stock Rotation

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 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	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Normal	8089	6932	16	7353	10	8089	7353	10
Late	2131	2163	-2	1847	15	2131	1847	15
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	10220	9095	12	9200	11	10220	9200	11

Requests Placed

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Placed	2362	758	211	2153	9	2362	2153	9
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	2362	758	211	2153	9	2362	2153	9

Requests Resolved

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Cancelled	101	63	60	108	-7	101	108	-7
Filled	3558	2100	69	3114	14	3558	3114	14
Expired	2	5	-60	5	-60	2	5	-60
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	3661	2168	68	3227	13	3661	3227	13

Holdings Resolved

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
Picked Up	2255	1255	79	1888	19	2255	1888	19
Cancelled	0	1	-100	5	-100	0	5	-100
Expired	120	111	8	105	14	120	105	14
Total	2375	1367	73	1998	18	2375	1998	18

Overdues

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
1st Notice	431	726	-41	384	12	431	384	12
2nd Notice	3	9	-67	5	-40	3	5	-40
3rd Notice	1	3	-67	2	-50	1	2	-50
4th Notice	0	2	-100	2	-100	0	2	-100
5th Notice	1	1	0	1	0	1	1	0
Final Notice	0	1	-100	2	-100	0	2	-100
Notice # 7	0	1	-100	0	0	0	0	0
Notice # 8	0	1	-100	0	0	0	0	0
Notice # 0	211	264	-21	185	14	211	185	14
Total	647	1008	-36	581	11	647	581	11

Borrower Delta

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
New (Manual)	80	64	25	130	-39	80	130	-39

Deleted (Manual)	3	2	50	10	-70	3	10	-70
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	83	66	25	140	-41	83	140	-41

Bib Delta

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	190	104	82	170	11	190	170	11
Deleted (Manual)	259	119	117	116	123	259	116	123
New (Batch)	52	91	-43	68	-24	52	68	-24
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	501	314	59	354	41	501	354	41

Auth Delta

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	1	0	100	0	100	1	0	100
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1	0	100	0	100	1	0	100

Item Delta

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----

New (Manual)	433	315	37	522	-18	433	522	-18
Deleted (Manual)	1046	491	113	718	45	1046	718	45
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1479	806	83	1240	19	1479	1240	19

Acquisitions Activities

Description	Jan 2024	Dec 2023	%chg	Jan 2023	%chg	2024 YTD	2023 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	185	239	-23	211	-13	185	211	-13
Items Rcvd by Ven	188	265	-30	222	-16	188	222	-16
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	373	504	-26	433	-14	373	433	-14

**Grand Rapids Area Library
Reference Statistics
January 2024**

	January	YTD 2024
Door Count	4934	4934
Reference Questions	199	199
Computer Help Over 5 Minutes	22	22
Tests Proctored	0	0
Public Computer Use: Sessions	178	178
Public Computer Use: Hours	149	149
Special Computer Sessions	113	113
Passports Accepted	116	116

January 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 CLOSED	2 87,554 9	3 87805 12	4 88,113 3	5 88268 4	6 28
7	8 88547 4	9 88,797 3	10 89061 6	11 89300 8	12 89440 4	13 25
14	15 CLOSED	16 89187 5	17 90024 5	18 90245 7	19 90416 4	20 21
21	22 90760 14	23 91,010 7	24 91266 1	25 91488 8	26 91663 2	27 32
28	29 91913 2	30 92,196 4	31 92488 4			10

January 2024

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

GRAL Children’s Library Monthly Statistics January 2024

Online Storytime

Programs: 4
Facebook views: 295
YouTube views: 522
Total views: 817

Artastic

Programs: 1
Facebook views:250
YouTube views: 50
Total views: 300
Kits handed out: 150

Programs:	<u>Date</u>	<u>Name of Program</u>	<u>Number of people</u>
	1/08	Page Turners	6
	1/09	Book Time	10
	1/11	Lego Club	30
	1/16	Book Time	11
	1/17	Afterschool STEAM	38
	1/23	Book Time	16
	1/30	Book Time	12
	1/31	Teen Book Club	5

Book Times : 4 People: 49
Library Programs: 4 People: 79

Total Programs: 8 People: 128

Class Visit: 1 groups People: 46
• Cohasset Fourth Grade: 46

Reference Questions 2024: 431

Reference Questions 2023: 403

January 2024

421
Item 7.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Closed	2 16	3 14	4 66	5 13	6 109
7	8 21	9 15	10 210	11 25	12 4	13 91
14	15 CLOSED	16 12 Gndy - Late	17 23	18 18	19 7	20 60
21	22 31	23 24	24 22	25 15	26 7	27 103
28	29 18	30 22	31 28			68

GRAND RAPIDS AREA LIBRARY: 2024 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	22	141.75	8	101.75	7	7.00	8	43.25	1	8.00		243.50
February												0.00
March												0.00
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		141.75		101.75		7.00		43.25		8.00	*	243.50