



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, August 09, 2023

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, August 9, 2023 at 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 Library Board Meeting Minutes from 07-12-2023.

COMMUNICATIONS:

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

- [2.](#) Consider payment of Bill List as presented. Review financial reports.

CONSENT AGENDA (Roll Call Vote Required):

- [3.](#) Consider accepting donations as listed on Resolution 2023-9.

REGULAR AGENDA:

- [4.](#) Review Library Facade Repair Project Draft 1 Project Schedule
5. Library Schedule / RiverFest
- [6.](#) Consider Dealer Community Charging Program opportunity at the library.
- [7.](#) Review Article about Pilot Program at Farmington Library

UPDATES:

Friends

Foundation

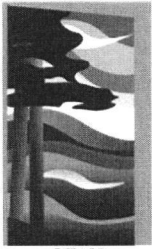
STAFF REPORTS:

8. Review Library reports and statistics

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR September 13, 2023, 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, July 12, 2023

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, July 12, 2023 at 5:00 PM.

Meeting called to order at 5:00 PM by Chair Martin

CALL OF ROLL:

Present: Barr, Blocker, Dobbs, Kee, Lassen, Martin, Squadroni, Teigland

Absent: Richards

APPROVAL OF AGENDA:

Motion to: approve agenda as presented

Mover: Blocker

Secunder: Kee

Result: passed unanimously

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

None

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 06-14-2023.

Motion to: approve minutes as presented

Mover: Teigland

Secunder: Blocker

Result: passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider approval of Bill List as presented.

Motion to: approve payment of Bill List as presented

Mover: Dobbs

Seconder: Blocker

Result: Passed 8-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

3. Consider accepting donations as listed.

Motion to: approve consent agenda as presented

Mover: Kee

Seconder: Teigland

Result: Passed 8-0 (roll-call)

REGULAR AGENDA:

4. 2024 Budget Update

Informational

5. Location change for 08-09-2023 Library Board Meeting. Moved to City Hall Room 2B due to the 2024 Budget Meeting in Council Chambers.

08-09-2023 Budget Meeting has been cancelled. The Library Board Meeting will be in Council Chambers.

UPDATES:

Friends

By Teigland: book sale was a big success with over \$1,700 in profits!

Foundation

By Barr: River Fest tickets are going fast – over 2,700 sold.

STAFF REPORTS:

6. Library Reports and Statistics

Informational

ADJOURNMENT:

Meeting adjourned at 5:25 PM by Chair Martin

NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 9, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 07/06/2023
 TIME: 14:26:27
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/12/2023

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0100010	5 STAR PEST CONTROL &	525.00
0118100	ARAMARK UNIFORM SERVICES	56.24
0201428	BAKER & TAYLOR LLC	2,976.98
0212124	BLACKSTONE PUBLISHING	279.24
0305485	CENGAGE LEARNING INC	129.70
0315455	COLE HARDWARE INC	34.74
0718010	CITY OF GRAND RAPIDS	5,200.00
0914325	INGRAM ENTERTAINMENT INC.	114.28
0914540	INNOVATIVE OFFICE SOLUTIONS LL	916.02
0914800	INVEST EARLY PROJECT	400.00
1205850	LEXIS NEXIS	382.31
1305203	APG MEDIA OF MINNESOTA, LLC	227.55
1309525	UNIVERSITY OF MN (MINITEX)	1,849.00
1601655	PARACLETE PRESS INC	152.53
1612225	PLAYAWAY PRODUCTS LLC	352.70
1813123	RMC IMAGING, INC	8,322.00
1901535	SANDSTROM'S INC	216.22
1903340	SVL SERVICE CORPORATION	2,954.00
2018680	TRU NORTH ELECTRIC LLC	1,032.48
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$26,120.99
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	-21.32
0113105	AMAZON CAPITAL SERVICES	546.27
0113231	AMERICAN LIBRARY ASSOCIATION	249.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	63,907.43
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	120.43
1305725	METROPOLITAN LIFE INSURANCE CO	75.72
1309199	MINNESOTA ENERGY RESOURCES	59.77
1309335	MINNESOTA REVENUE	31.36
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	319.95
1618119	ISABELLA A PRATTO	200.00
1618120	MADELYN R PRATTO	200.00
2301700	WM CORPORATE SERVICES, INC	141.62
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$75,149.13
TOTAL ALL DEPARTMENTS		\$101,270.12

RESOLUTION NO. 2023-8
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:

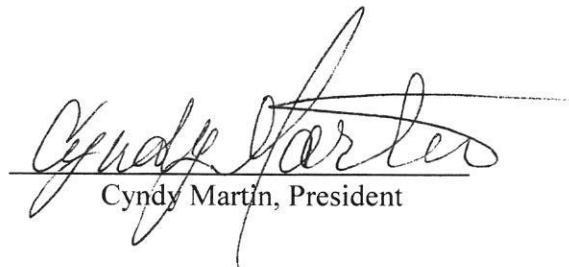
Grand Rapids Area Library Foundation

\$6704.66:

1. **\$360.84 – Summer Reading Program Children Supplies**
2. **\$400.00 – May Story Time**
3. **\$1943.82 – Wheelchair Accessible Picnic Table for down by the river next to McCarty Music Park**
4. **\$3500.00 – Cement for New Picnic Table**
5. **\$500.00 – Foundation Match for the MN Historical Society Grant (new Microfilm Reader)**

Grand Rapids Area Library Friends
\$595.29 Yard Games

Adopted this 12th day of July 2023


Cyndy Martin, President


Deb Kee, Secretary

DATE: 08/02/2023
 TIME: 12:38:27
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/09/2023

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0118100	ARAMARK UNIFORM SERVICES	112.48
0118660	ARROWHEAD LIBRARY SYSTEM	26.60
0201428	BAKER & TAYLOR LLC	1,878.11
0212124	BLACKSTONE PUBLISHING	368.99
0305485	CENGAGE LEARNING INC	130.45
0718010	CITY OF GRAND RAPIDS	1,700.00
0801836	HAWKINSON SAND & GRAVEL	183.27
0914325	INGRAM ENTERTAINMENT INC.	110.39
0914540	INNOVATIVE OFFICE SOLUTIONS LL	461.97
1205099	LEARNING OPPORTUNITIES INC	276.49
1305060	MEDS-1 AMBULANCE SERVICE INC	574.15
1309230	MINNESOTA HISTORICAL SOCIETY	1,115.00
1901535	SANDSTROM'S INC	301.37
2018125	TRAVELING LANTERN THEATRE CO	395.00
2114356	UNIQUE MANAGEMENT SERVICES	69.90

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$7,704.17

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.34
0113105	AMAZON CAPITAL SERVICES	540.22
0205640	LEAGUE OF MN CITIES INS TRUST	30.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	42,751.25
1209520	EMILY LINDNER	150.00
1301145	MARCO TECHNOLOGIES, LLC	236.67
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	59.77
1309335	MINNESOTA REVENUE	47.92
1516220	OPERATING ENGINEERS LOCAL #49	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS	319.94
1618119	ISABELLA A PRATTO	200.00
1618120	MADELYN R PRATTO	200.00
1621130	P.U.C.	2,707.42
2209665	VISA	824.46
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$57,958.65

TOTAL ALL DEPARTMENTS \$65,662.82

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 9, 2023

DATE: 08/02/23
 TIME: 12:31:06
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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 08/09/2023

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

0100053	AT&T MOBILITY							
L	07/17/23	01	LIB JUL SERVICE	999-99-00-00-1000			08/09/23	54.34
				HOLDING ACCOUNT				
							INVOICE TOTAL:	54.34
							VENDOR TOTAL:	54.34
0113105	AMAZON CAPITAL SERVICES							
L	07/24/23	01	DBL SIDED POSTER STAND	999-99-00-00-1000			08/09/23	79.00
				HOLDING ACCOUNT				
		02	TWISTED SERIES 1-4	999-99-00-00-1000				41.95
				HOLDING ACCOUNT				
		03	PAPER BAGS, SWABS, WTRCLR PAD	999-99-00-00-1000				419.27
				HOLDING ACCOUNT				
							INVOICE TOTAL:	540.22
							VENDOR TOTAL:	540.22
0118100	ARAMARK UNIFORM SERVICES							
2630162787-L	07/11/23	01	MATS NYLON RUBBER	211-00-75-30-3070	20231982		08/09/23	34.36
				LAUNDRY				
		02	MOPS/TOWELS/WIPERS/#350041513	211-00-75-20-2150	20231982			21.88
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	56.24
2630167930-L	07/25/23	01	MATS NYLON RUBBER	211-00-75-30-3070	20232144		08/09/23	34.36
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20232144			21.88
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	56.24
							VENDOR TOTAL:	112.48
0118660	ARROWHEAD LIBRARY SYSTEM							
15083-L	06/30/23	01	OVERDUE NOTICES JUN	211-00-75-20-2010	20232028		08/09/23	26.60
				OFFICE SUPPLIES				
							INVOICE TOTAL:	60
							VENDOR TOTAL:	60

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0201428 BAKER & TAYLOR LLC								
2037632005-L	07/03/23	01	7 BOOKS/#209977 L411199	211-00-75-20-2110	20231983		08/09/23	106.50
				BOOKS			INVOICE TOTAL:	106.50
2037636303-L	07/03/23	01	42 BOOKS/#209977 L025981	211-00-75-20-2110	20231922		08/09/23	567.23
				BOOKS			INVOICE TOTAL:	567.23
2037649303-L	07/07/23	01	21 BOOKS/#209977 L025981	211-00-75-20-2110	20232033		08/09/23	277.32
				BOOKS			INVOICE TOTAL:	277.32
2037656127-L	07/19/23	01	2 BOOKS/#209977 L411199	211-00-75-20-2110	20232149		08/09/23	23.81
				BOOKS			INVOICE TOTAL:	23.81
2037677805-L	07/20/23	01	52 BOOKS/#209977 L025981	211-00-75-20-2110	20232130		08/09/23	632.77
				BOOKS			INVOICE TOTAL:	632.77
2037688287-L	07/27/23	01	11 BOOKS/#209977 L025981	211-00-75-20-2110	20232237		08/09/23	270.48
				BOOKS			INVOICE TOTAL:	270.48
							VENDOR TOTAL:	1,878.11
0205640 LEAGUE OF MN CITIES INS TRUST								
L	07/24/23	01	WORK COMP 2022 AUDIT-LIB	999-99-00-00-1000			08/09/23	30.00
				HOLDING ACCOUNT			INVOICE TOTAL:	30.00
							VENDOR TOTAL:	30.00
0212124 BLACKSTONE PUBLISHING								
2109605-L	07/13/23	01	3 CDS	211-00-75-20-2120	20232157		08/09/23	141.00
				AUDIO/VISUAL			INVOICE TOTAL:	141.00

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0212124 BLACKSTONE PUBLISHING								
2110451-L	07/19/23	01	4 CDS	211-00-75-20-2120	20232157		08/09/23	180.99
				AUDIO/VISUAL				
						INVOICE TOTAL:		180.99
2110453-L	07/19/23	01	1 CD/C#101678	211-00-75-20-2120	20232157		08/09/23	47.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		47.00
						VENDOR TOTAL:		368.99
0305485 CENGAGE LEARNING INC								
81539746-L	07/10/23	01	2 BOOKS/#154757	211-00-75-20-2110	20232094		08/09/23	51.73
				BOOKS				
						INVOICE TOTAL:		51.73
81589487-L	07/20/23	01	3 BOOKS/#154757	211-00-75-20-2110	20232160		08/09/23	78.72
				BOOKS				
						INVOICE TOTAL:		78.72
						VENDOR TOTAL:		130.45
0605191 FIDELITY SECURITY LIFE								
L	07/17/23	01	LIB VISION JUL	999-99-00-00-1000			08/09/23	6.90
				HOLDING ACCOUNT				
						INVOICE TOTAL:		6.90
						VENDOR TOTAL:		6.90
0718010 CITY OF GRAND RAPIDS								
23/391-L	07/17/23	01	JUL JANITORIAL SERVICE	211-00-75-30-3090	20232093		08/09/23	1,700.00
				JANITORIAL SERVICES				
						INVOICE TOTAL:		1,700.00
						VENDOR TOTAL:		1,700.00
0718015 GRAND RAPIDS CITY PAYROLL								

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0718015 GRAND RAPIDS CITY PAYROLL								
L	06/30/23	01	LIB PAYROLL 6/30/23	999-99-00-00-1000			08/09/23	21,381.47
		02	LIB PAYROLL 7/14/23	999-99-00-00-1000				21,369.78
							INVOICE TOTAL:	42,751.25
							VENDOR TOTAL:	42,751.25
0801836 HAWKINSON SAND & GRAVEL								
0603230462-L	06/30/23	01	267451 2503 CLASS 5-TABLE PAD	211-00-75-30-4015	20231998		08/09/23	84.72
		02	267477 2503 CLASS 5-TABLE PAD	211-00-75-30-4015	20231998			98.55
							INVOICE TOTAL:	183.27
							VENDOR TOTAL:	183.27
0914325 INGRAM ENTERTAINMENT INC.								
260479-L	07/23/23	01	5 DVDS/C#3206981	211-00-75-20-2120	20232030		08/09/23	110.39
							INVOICE TOTAL:	110.39
							VENDOR TOTAL:	110.39
0914540 INNOVATIVE OFFICE SOLUTIONS LL								
IN4267342-L	07/21/23	01	TONER 414A MG	211-00-75-20-2060	20232126		08/09/23	125.73
		02	TAPE MASKING	211-00-75-20-2010	20232126			12.06
		03	TAPE SCOTCH	211-00-75-20-2010	20232126			48.24
		04	PAPER	211-00-75-20-2020	20232126			275.94
							INVOICE TOTAL:	461.97
							VENDOR TOTAL:	461.97

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1205099 LEARNING OPPORTUNITIES INC								
232864-L	07/24/23	01	13 BOOKS	211-00-75-20-2110	20232162		08/09/23	254.50
				BOOKS				
							INVOICE TOTAL:	254.50
232929-L	07/25/23	01	1 BOOK	211-00-75-20-2110	20232167		08/09/23	21.99
				BOOKS				
							INVOICE TOTAL:	21.99
							VENDOR TOTAL:	276.49
1209520 EMILY LINDNER								
L	07/17/23	01	BOOK CLUB MEETING 7/11/23	999-99-00-00-1000			08/09/23	150.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00
1301145 MARCO TECHNOLOGIES, LLC								
L	07/05/23	01	MAR-JUN B/W & CLR COPIES OVRG	999-99-00-00-1000			08/09/23	116.24
				HOLDING ACCOUNT				
		02	LIB JUL COPIER LEASE	999-99-00-00-1000				120.43
				HOLDING ACCOUNT				
							INVOICE TOTAL:	236.67
							VENDOR TOTAL:	236.67
1305060 MEDS-1 AMBULANCE SERVICE INC								
3020-L	07/13/23	01	MEDTRONIC LIFEPAK REPLC KIT	211-00-75-20-2100	20232084		08/09/23	574.15
				OPERATING SUPPLIES				
							INVOICE TOTAL:	574.15
							VENDOR TOTAL:	574.15
1305725 METROPOLITAN LIFE INSURANCE CO								
L	07/05/23	01	LIB JUL SUPP/LIFE INS PREM	999-99-00-00-1000			08/09/23	76.14
				HOLDING ACCOUNT				
							INVOICE TOTAL:	76.14
							VENDOR TOTAL:	76.14

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INVOICES DUE ON/BEFORE 08/09/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1309199 MINNESOTA ENERGY RESOURCES								
L	07/17/23	01	LIB JUN NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	59.77
							INVOICE TOTAL:	59.77
							VENDOR TOTAL:	59.77
1309230 MINNESOTA HISTORICAL SOCIETY								
2211-27587-L	07/18/23	01	2211-27587 UNSPENT GRANT FUNDS	211-00-37-00-2310 DONATIONS	20232095		08/09/23	1,115.00
							INVOICE TOTAL:	1,115.00
							VENDOR TOTAL:	1,115.00
1309335 MINNESOTA REVENUE								
L	07/20/23	01	LIB MAY SALES TAX PAYBLE	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	47.92
							INVOICE TOTAL:	47.92
							VENDOR TOTAL:	47.92
1516220 OPERATING ENGINEERS LOCAL #49								
L	07/10/23	01	LIB AUG HEALTH INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	9,612.00
							INVOICE TOTAL:	9,612.00
							VENDOR TOTAL:	9,612.00
1601750 PAUL BUNYAN COMMUNICATIONS								
L	07/05/23	01	LIB SERV & LINE CHARGES JUL	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	319.94
							INVOICE TOTAL:	319.94
							VENDOR TOTAL:	319.94
1618119 ISABELLA A PRATTO								

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 08/09/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1618119 ISABELLA A PRATTO								
L	07/10/23	01	LEGO PROGRAM 7/7/23	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	50.00
		02	LEGO PROGRAM 7/14/23	999-99-00-00-1000 HOLDING ACCOUNT				50.00
		03	LEGO PROGRAM 7/21/23	999-99-00-00-1000 HOLDING ACCOUNT				50.00
		04	LEGO PROGRAM 7/28/23	999-99-00-00-1000 HOLDING ACCOUNT				50.00
							INVOICE TOTAL:	200.00
							VENDOR TOTAL:	200.00
1618120 MADELYN R PRATTO								
L	07/10/23	01	LEGO PROGRAM 7/7/23	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	50.00
		02	LEGO PROGRAM 7/14/23	999-99-00-00-1000 HOLDING ACCOUNT				50.00
		03	LEGO PROGRAM 7/21/23	999-99-00-00-1000 HOLDING ACCOUNT				50.00
		04	LEGO PROGRAM 7/28/23	999-99-00-00-1000 HOLDING ACCOUNT				50.00
							INVOICE TOTAL:	200.00
							VENDOR TOTAL:	200.00
1621130 P.U.C.								
L	06/26/23	01	LIB MAY UTILITIES	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	2,707.42
							INVOICE TOTAL:	2,707.42
							VENDOR TOTAL:	2,707.42
1901535 SANDSTROM'S INC								
464957-L	07/10/23	01	GLASS CLEANER	211-00-75-20-2150 MAINTENANCE TOOLS/SUPPLIES	20231954		08/09/23	37.95

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 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 08/09/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1901535 SANDSTROM'S INC								
464957-L	07/10/23	02	TOWEL ROLL	211-00-75-20-2150	20231954		08/09/23	56.36
				MAINTENANCE TOOLS/SUPPLIES				
		03	TOIL TISS	211-00-75-20-2150	20231954			44.57
				MAINTENANCE TOOLS/SUPPLIES				
		04	HAND SOAP ANTIBAC/C#320023	211-00-75-20-2150	20231954			42.60
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	181.48
468147-L								
	07/31/23	01	TOWEL ROLL	211-00-75-20-2150	20232198		08/09/23	56.36
				MAINTENANCE TOOLS/SUPPLIES				
		02	TOIL TISS	211-00-75-20-2150	20232198			44.57
				MAINTENANCE TOOLS/SUPPLIES				
		03	BOWL BRUSH NYLON 12"	211-00-75-20-2150	20232198			5.88
				MAINTENANCE TOOLS/SUPPLIES				
		04	SPRAY BOTTLE	211-00-75-20-2150	20232198			4.50
				MAINTENANCE TOOLS/SUPPLIES				
		05	SPRAY TRIGGER	211-00-75-20-2150	20232198			8.58
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	119.89
							VENDOR TOTAL:	301.37
2018125 TRAVELING LANTERN THEATRE CO								
14812-22607-L	08/01/23	01	8/1 RHONDA APPLESEED SHOW	211-00-75-30-3100	20232219		08/09/23	395.00
				OTHER CONTRACTED SERVICES				
							INVOICE TOTAL:	395.00
							VENDOR TOTAL:	395.00
2114356 UNIQUE MANAGEMENT SERVICES								
6114333-L	06/30/23	01	JUN PLACEMENTS	211-00-75-30-3300	20231953		08/09/23	81.55
				PROFESSIONAL SERV-COLLECTI				
		02	CREDIT FOR ACCTS CLOSED/#1634	211-00-75-30-3300	20231953			-11.65
				PROFESSIONAL SERV-COLLECTI				
							INVOICE TOTAL:	69.90
							VENDOR TOTAL:	90

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 9, 2023

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 08/09/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2209665			VISA					
L	06/20/23	01	LIB SCHOOL LIFE BAG TAGS	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	341.96
		02	LIB USPS PRIORITY MAIL	999-99-00-00-1000 HOLDING ACCOUNT				482.50
							INVOICE TOTAL:	824.46
							VENDOR TOTAL:	824.46
2301700			WM CORPORATE SERVICES, INC					
L	07/24/23	01	LIB JUN SERVICE	999-99-00-00-1000 HOLDING ACCOUNT			08/09/23	141.62
							INVOICE TOTAL:	141.62
							VENDOR TOTAL:	141.62
							TOTAL ALL INVOICES:	65,662.82

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH JULY 31, 2023

Item 2.

Account Number	Account Description	2023 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 759,331	\$ 376,333	50%
211-00-31-00-0200	DELINQUENT	-	937	0%
211-00-31-00-4055	FISCAL DISPARITIES	-	40,842	0%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	82,720	65%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	8,045	152%
211-00-34-00-7970	PHOTO COPIES	2,000	1,274	64%
211-00-34-00-7975	INTERNET	2,000	749	37%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	40	40%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	24,150	133%
211-00-34-00-7990	FAX MACHINE USE	500	339	68%
211-00-35-00-1030	LIBRARY FINES	-	45	0%
211-00-37-00-2310	DONATIONS	1,500	15,712	1047%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	-	60	0%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,453	112%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	14,546	0%
211-00-37-00-2450	MISCELLANEOUS	-	1,231	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	506	17%
211-00-39-00-5030	OPERATING TRANSFERS IN	4,452	4,452	100%
		925,664	573,434	62%
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	401,430	224,315	56%
211-00-75-10-1030	SALARY-PARTTIME	86,060	46,263	54%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	115	1%
211-00-75-10-1210	PERA	36,429	20,136	55%
211-00-75-10-1220	FICA	30,224	16,637	55%
211-00-75-10-1250	MEDICARE	7,069	3,891	55%
211-00-75-10-1310	HEALTH INSURANCE	114,444	66,384	58%
211-00-75-10-1330	LIFE INSURANCE	232	134	58%
211-00-75-10-1510	WORKERS COMPENSATION	2,548	1,799	71%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	2,506	31%
211-00-75-20-2020	COPY SUPPLIES	1,500	878	59%
211-00-75-20-2030	PRINTING/BINDING	1,000	157	16%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	2,304	77%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	356	14%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	10,000	7,873	79%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	529	53%
211-00-75-20-2095	PRGM SUP & MATERIALS	718	2,376	331%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	2,387	119%
211-00-75-20-2110	BOOKS	39,000	28,912	74%
211-00-75-20-2120	AUDIO/VISUAL	9,000	4,691	52%
211-00-75-20-2130	NEWSPAPERS	2,000	1,968	98%
211-00-75-20-2140	PERIODICALS	7,500	45	1%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	1,899	63%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	-	0%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	1,203	80%
211-00-75-30-3070	LAUNDRY	1,000	432	43%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	11,900	58%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	3,680	31%
211-00-75-30-3210	TELEPHONE	6,000	2,497	42%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	1,957	56%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	-	249	0%
211-00-75-30-3260	COMMUNITY ED PROMOTION	-	216	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	664	33%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH JULY 31, 2023

Item 2.

Account Number	Account Description	2023 Budget	Year to Date	Percent of Budget
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	-	254	0%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	-	0%
211-00-75-30-3610	GENERAL INSURANCE	9,000	14,875	165%
211-00-75-30-3810	ELECTRICITY	35,000	15,781	45%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	850	42%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	1,370	17%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	4,162	44%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	3,463	23%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	3,683	368%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	1,712	19%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,849	62%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	4,058	51%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	917	61%
211-00-75-50-5500	EQPT/MACH/FURN/FIX	-	7,898	0%
	TOTAL EXPENDITURES	925,664	520,224	56%
	SURPLUS REVENUES/(EXPENDITURES)	-	53,210	

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE SEVEN MONTHS ENDING JULY 31, 2023
With Comparative Totals for July 31, 2022

	2022 Actual	2023 Actual	2023 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	455,969	456,479	456,479	
Compensated Absences	46,367	44,648	44,648	
Emergency/unanticipated Expenditures	64,625	64,796	64,796	
Major Equipment Replacement	89,566	135,725	135,725	
TOTAL FUND BALANCE 1/1/XX	656,527	701,648	701,648	
Revenues:				
Taxes	435,225	418,112	759,331	55%
Intergovernmental	91,773	82,720	128,000	65%
Charges for Services	24,014	34,597	28,081	123%
Fines & Forfeits	13	45	-	0%
GR Library Foundation	20,410	14,546	-	0%
Miscellaneous	11,570	18,961	5,800	327%
Other Sources-Operating Transfer	-	4,452	4,452	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	583,004	573,434	925,664	62%
Expenditures:				
Personnel	369,622	379,674	686,946	55%
Supplies/Materials	64,567	56,880	90,218	63%
Other Services/Charges	92,031	75,772	148,500	51%
TOTAL EXPENDITURES	526,220	512,326	925,664	55%
OPERATING SURPLUS (DEFICIT)	56,784	61,108	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	7,898	-	0%
Fund Balance 7/31/XX				
Cash Flow	512,753	509,689	456,479	
Compensated Absences	46,367	44,648	44,648	
Emergency/unanticipated Expenditures	64,625	64,796	64,796	
Major Equipment Replacement	89,566	135,725	135,725	
TOTAL FUND BALANCE 7/31/XX	\$ 713,311	\$ 754,858	\$ 701,648	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$35,576 as of 5/31/23. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

DATE: 08/02/2023
TIME: 13:53:47
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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 7 PERIODS ENDING JULY 31, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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	759,331.00	376,332.63	0.00	382,998.37	50
211-00-31-00-0200	DELINQUENT	0.00	0.00	936.93	0.00	(936.93)	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	0.00	40,842.39	0.00	(40,842.39)	100
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUEN	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	759,331.00	418,111.95	0.00	341,219.05	55
TOTAL TAXES		0.00	759,331.00	418,111.95	0.00	341,219.05	55
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	82,720.20	128,000.00	82,720.20	0.00	45,279.80	65
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		82,720.20	128,000.00	82,720.20	0.00	45,279.80	65
TOTAL INTERGOVERNMENTAL		82,720.20	128,000.00	82,720.20	0.00	45,279.80	65
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,281.00	8,045.00	0.00	(2,764.00)	152
211-00-34-00-7970	PHOTO COPIES	107.55	2,000.00	1,273.86	0.00	726.14	64
211-00-34-00-7975	INTERNET	95.44	2,000.00	749.45	0.00	1,250.55	37
211-00-34-00-7980	LIBRARY FEES-PROCTORING	0.00	100.00	40.00	0.00	60.00	40
211-00-34-00-7982	PASSPORT PROCESSING FEE	2,590.00	18,200.00	24,150.00	0.00	(5,950.00)	133
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	55.37	500.00	338.79	0.00	161.21	68
TOTAL		2,848.36	28,081.00	34,597.10	0.00	(6,516.10)	123
TOTAL CHARGES FOR SERVICES		2,848.36	28,081.00	34,597.10	0.00	(6,516.10)	123

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 7 PERIODS ENDING JULY 31, 2023

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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	45.00	0.00	(45.00)	100
TOTAL		0.00	0.00	45.00	0.00	(45.00)	100
TOTAL FINES & FORFEITS		0.00	0.00	45.00	0.00	(45.00)	100
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	(1,073.00)	1,500.00	15,712.29	1,115.00	(15,327.29)	1122
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	0.00	59.63	0.00	(59.63)	100
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	1,452.61	0.00	(152.61)	112
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	6,704.66	0.00	14,546.49	0.00	(14,546.49)	100
211-00-37-00-2368	DONATIONS-ADA PROJECT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2421	MIRC GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2450	MISCELLANEOUS	207.70	0.00	1,230.51	0.00	(1,230.51)	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	505.86	0.00	2,494.14	17
211-00-37-00-5105	NET +/- FAIR VALUE-INVSTMT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		5,839.36	5,800.00	33,507.39	1,115.00	(28,822.39)	597
TOTAL MISCELLANEOUS REVENUE		5,839.36	5,800.00	33,507.39	1,115.00	(28,822.39)	597
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	4,452.00	4,452.00	0.00	0.00	100
211-00-39-00-5500	FUND BALANCE USAGE	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	4,452.00	4,452.00	0.00	0.00	100

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 7 PERIODS ENDING JULY 31, 2023

PAGE: 3
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL OTHER SOURCES		0.00	4,452.00	4,452.00	0.00	0.00	100
TOTAL REVENUES:		91,407.92	925,664.00	573,433.64	1,115.00	351,115.36	62
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	30,806.19	401,430.00	224,314.76	0.00	177,115.24	56
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	6,304.76	86,060.00	46,263.44	0.00	39,796.56	54
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	114.75	0.00	8,395.25	1
211-00-75-10-1210	PERA	2,783.35	36,429.00	20,136.02	0.00	16,292.98	55
211-00-75-10-1220	FICA	2,275.68	30,224.00	16,636.63	0.00	13,587.37	55
211-00-75-10-1250	MEDICARE	532.21	7,069.00	3,890.88	0.00	3,178.12	55
211-00-75-10-1310	HEALTH INSURANCE	9,612.00	114,444.00	66,384.00	0.00	48,060.00	58
211-00-75-10-1330	LIFE INSURANCE	22.96	232.00	134.13	0.00	97.87	58
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	0.45	0.00	(0.45)	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	282.71	2,548.00	1,798.97	30.00	719.03	72
TOTAL PERSONNEL		52,620.38	686,946.00	379,674.03	30.00	307,241.97	55
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	60.30	8,000.00	2,506.27	26.60	5,467.13	32
211-00-75-20-2020	COPY SUPPLIES	275.94	1,500.00	877.52	0.00	622.48	59
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	157.29	0.00	842.71	16
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	125.73	3,000.00	2,304.17	0.00	695.83	77
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	355.72	480.00	1,664.28	33
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	10,000.00	7,873.39	0.00	2,126.61	79

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2023

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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	79.00	1,000.00	528.94	174.00	297.06	70
211-00-75-20-2095	PRGM SUP & MATERIALS	377.75	718.00	2,376.23	377.75	(2,035.98)	384
211-00-75-20-2100	OPERATING SUPPLIES	574.15	2,000.00	2,386.60	574.15	(960.75)	148
211-00-75-20-2110	BOOKS	2,368.52	39,000.00	28,911.60	1,126.22	8,962.18	77
211-00-75-20-2120	AUDIO/VISUAL	479.38	9,000.00	4,691.03	157.39	4,151.58	54
211-00-75-20-2130	NEWSPAPERS	227.55	2,000.00	1,968.02	0.00	31.98	98
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	44.70	13.18	7,442.12	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	345.13	3,000.00	1,898.52	203.36	898.12	70
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		4,913.45	90,218.00	56,880.00	3,132.65	30,205.35	67
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	1,203.10	0.00	296.90	80
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	431.76	34.36	533.88	47
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	11,900.00	1,700.00	6,800.00	67
211-00-75-30-3100	OTHER CONTRACTED SERVICES	550.00	12,000.00	3,680.00	645.00	7,675.00	36
211-00-75-30-3210	TELEPHONE	374.28	6,000.00	2,496.68	0.00	3,503.32	42
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	1,957.05	0.00	1,542.95	56
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	0.00	249.00	0.00	(249.00)	100
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	664.05	81.55	1,254.40	37
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	254.28	0.00	(254.28)	100
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	2,125.00	9,000.00	14,875.00	0.00	(5,875.00)	165
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	15,780.90	0.00	19,219.10	45
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	849.72	141.62	1,008.66	50
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	1,370.46	0.00	6,629.54	17
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	4,162.13	0.00	5,337.87	44
211-00-75-30-4010	BUILDING MAINT/REPAIRS	0.00	15,000.00	3,462.86	0.00	11,537.14	23

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2023

PAGE: 5
 F-YR: 23

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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	3,683.27	183.27	(2,866.54)	387
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	1,712.00	936.00	6,352.00	29
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,000.00	1,849.00	0.00	1,151.00	62
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	4,058.10	0.00	3,941.90	51
211-00-75-30-4100	EQUIPMENT LEASES	194.08	1,500.00	916.66	0.00	583.34	61
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		5,012.08	148,500.00	75,772.02	3,721.80	69,006.18	54
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	7,898.00	0.00	(7,898.00)	100
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	7,898.00	0.00	(7,898.00)	100
TOTAL GENERAL ADMINISTRATION		62,545.91	925,664.00	520,224.05	6,884.45	398,555.50	57
TOTAL EXPENSES:		62,545.91	925,664.00	520,224.05	6,884.45	398,555.50	57
TOTAL FUND REVENUES							
TOTAL FUND REVENUES		91,407.92	925,664.00	573,433.64	1,115.00	351,115.36	62
TOTAL FUND EXPENSES							
TOTAL FUND EXPENSES		62,545.91	925,664.00	520,224.05	6,884.45	398,555.50	57
FUND SURPLUS (DEFICIT)		28,862.01	0.00	53,209.59			
TOTAL ALL FUND REVENUES							
TOTAL ALL FUND REVENUES		91,407.92	925,664.00	573,433.64	1,115.00	351,115.36	62
TOTAL ALL FUND EXPENSES							
TOTAL ALL FUND EXPENSES		62,545.91	925,664.00	520,224.05	6,884.45	398,555.50	57
ALL FUND SURPLUS (DEFICIT)		28,862.01	0.00	53,209.59			

FUND: PUBLIC LIBRARY
 FOR 7 PERIODS ENDING JULY 31, 2023

ACCOUNT #	DESCRIPTION	BALANCE 01/01/23	NET DEBITS	NET CREDITS	BALANCE 07/31/23
ASSETS					
211-00-00-00-0100	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-0110	DUE TO OTHER FUNDS	0.00	321,567.82	321,567.82	0.00
211-00-00-00-1010	CASH	703,040.65	603,913.30	582,021.94	724,932.01
211-00-00-00-1019	PETTY CASH FUND	20.00	0.00	0.00	20.00
211-00-00-00-1020	CHANGE FUND	70.00	0.00	0.00	70.00
211-00-00-00-1041	UNREALIZED FAIR VALUE-INVSTMT	(23,610.93)	0.00	0.00	(23,610.93)
211-00-00-00-1050	TAXES RECEIVABLE-CURRENT	0.00	0.00	0.00	0.00
211-00-00-00-1070	TAXES RECEIVABLE-DELINQUENT	26,321.00	0.00	0.00	26,321.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	1,100.00	0.00	1,100.00	0.00
211-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-1313	DUE FROM ALS	0.00	0.00	0.00	0.00
211-00-00-00-1314	GR AREA LIB FND ENDOWMENT	0.00	0.00	0.00	0.00
211-00-00-00-1315	DUE FROM MN FOUNDATION	36,480.00	0.00	0.00	36,480.00
211-00-00-00-1320	DUE FROM OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1321	DUE FROM US GOV'T	0.00	0.00	0.00	0.00
211-00-00-00-1550	PREPAID ITEMS	3,651.54	2,733.41	3,651.54	2,733.41
211-00-00-00-1551	PREPAID INSURANCE	9,162.00	28,530.47	25,805.97	11,886.50
211-00-00-00-1620	BUILDINGS	0.00	0.00	0.00	0.00
211-00-00-00-1621	ACCUMULATED DEPRECIATION	0.00	0.00	0.00	0.00
211-00-00-00-1630	IMPROVEMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1800	ENCUMBRANCES	0.00	23,302.49	15,429.02	7,873.47
TOTAL		756,234.26	980,047.49	949,576.29	786,705.46
TOTAL ASSETS		756,234.26	980,047.49	949,576.29	786,705.46

LIABILITIES AND FUND EQUITY

LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	17,938.91	582,286.94	561,962.16	(2,385.87)
211-00-00-00-2030	SALES TAX PAYABLE	0.00	238.87	277.88	39.01
211-00-00-00-2040	USE TAX PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2060	CONTRACTS PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2070	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-2080	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
211-00-00-00-2170	ACCRUED WAGES PAYABLE	10,326.09	10,326.09	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	26,321.00	0.00	0.00	26,321.00
211-00-00-00-2220	DEFERRED REVENUES	0.00	0.00	0.00	0.00
TOTAL		54,586.00	592,851.90	562,240.04	23,974.14

FUND: PUBLIC LIBRARY
 FOR 7 PERIODS ENDING JULY 31, 2023

ACCOUNT #	DESCRIPTION	BALANCE 01/01/23	NET DEBITS	NET CREDITS	BALANCE 07/31/23
<hr/>					
TOTAL LIABILITIES		54,586.00	592,851.90	562,240.04	23,974.14
<hr/>					
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	701,648.26	0.00	0.00	701,648.26
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	15,429.02	23,302.49	7,873.47
<hr/>					
TOTAL	FUND SURPLUS (DEFICIT)	701,648.26 0.00	15,429.02 0.00	23,302.49 53,209.59	709,521.73 53,209.59
<hr/>					
TOTAL FUND EQUITY		701,648.26	15,429.02	76,512.08	762,731.32
<hr/>					
TOTAL LIABILITIES AND FUND EQUITY		756,234.26	608,280.92	638,752.12	786,705.46
<hr/>					

RESOLUTION NO. 2023-9
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 - \$42.00 for *The Sun* Magazine

Library Foundation - \$875.98 for:

**Non-fiction collection development (\$498.23)
Children's program supplies (\$377.75)**

Adopted this 9th day of August 2023

Cyndy Martin, President

Deb Kee, Secretary

GRAND RAPIDS LIBRARY - 2023 FAÇADE REPAIR PROJECT
PROJECT SCHEDULE - PRELIMINARY DRAFT 1, submitted July 20th, 2023

<u>Work Item</u>	<u>Task</u>	<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>										
		24-Jul	25-Jul	26-Jul	27-Jul										
GC	Mobilization / trailer and equipment delivery														
GC	Masonry pre-cleaning (small crew on site)														
1	Sealant removal at masonry walls (small crew on site)														
<u>Work Item</u>	<u>Task</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>
		2-Aug	3-Aug	4-Aug	5-Aug	6-Aug	7-Aug	8-Aug	9-Aug	10-Aug	11-Aug	12-Aug	13-Aug	14-Aug	15-Aug
GC	Scaffolding / roof protections / pedestrian protections														
1	Sealant replacement at masonry walls														
Alt 1	Skylight test removals / flashing investigation														
3	Spline wall concrete cap improvements														
<u>Work Item</u>	<u>Task</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>
		16-Aug	17-Aug	18-Aug	19-Aug	20-Aug	21-Aug	22-Aug	23-Aug	24-Aug	25-Aug	26-Aug	27-Aug	28-Aug	29-Aug
3	Spline wall concrete cap improvements														
Alt 1	Through wall flashing over skylights														
<u>Work Item</u>	<u>Task</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>
		30-Aug	31-Aug	1-Sep	2-Sep	3-Sep	4-Sep	5-Sep	6-Sep	7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	12-Sep
Alt 1	Through wall flashing over skylights														
7 & 8	Selective repointing / brick replacement														
<u>Work Item</u>	<u>Task</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>
		13-Sep	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep
7 & 8	Selective repointing / brick replacement														
9	Lintel preparation and repainting														
2 & 4	Bay window cap flashing / reset 2 operable wndw units														
1	Continue sealant replacement scope on rest of building														
<u>Work Item</u>	<u>Task</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>
		27-Sep	28-Sep	29-Sep	30-Sep	1-Oct	2-Oct	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10-Oct
Addendum 1	Masonry water repellant application														
10	Gate preparation and repainting														
1	Continue sealant replacement scope on rest of building														
PL	PUNCH LIST WALK THROUGH W/ ENGINEER														
<u>Work Item</u>	<u>Task</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>	<u>Mon</u>	<u>Tues</u>
		11-Oct	12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	17-Oct	18-Oct	19-Oct	20-Oct	21-Oct	22-Oct	23-Oct	24-Oct
PL	Complete punch list items														
GC	Scaffolding removal / pedestrian protection removal														
GC	Demobilization / lift pick up / final cleanup														



ultium

DEALER COMMUNITY CHARGING PROGRAM



GETTING CHARGERS IN OUR COMMUNITIES



SITE HOST BENEFITS

- Spur infrastructure growth of Level 2 chargers (19.2 kW/ 80 amp) in your community
- Potential to increase Site Host traffic where chargers are available for public use
 - Searchable on maps when identified as a charger location²



CHARGER SPECS

- Hardwired, with a maximum power output of up to 19.2 kW (80 amps)
- SAE J1772 Type 1 connector
- Dual pedestal format
- Minimum of 2 chargers per location

We developed the Dealer Community Charging Program in the U.S. to help GM and EV Dealers with a shared vision: to make EV chargers more accessible in our communities.

To help make that vision a reality, GM is offering participating Dealers AC Level 2 chargers to install at participating Site Host locations.¹ Our EV Dealers will support this initiative by covering the warranty and maintenance of these AC Level 2 chargers for the first five years of operation.³ The site host is responsible for the installation, permitting and ongoing electricity costs, as well as networking and maintenance after the fifth year.

Our goal is to deploy up to 40,000 AC Level 2 chargers at key destinations in communities across the U.S. and Canada.¹ Most public chargers are AC Level 2 and serve a different use case than DC Fast Chargers (DCFC), which are typically for quick top-ups at low dwell time locations.

Together, GM, our EV Dealers and the right Site Hosts can help move toward a zero-emissions future.



1. Subject to availability. GM to provide up to 10 chargers. 2. Some mapping apps may not include charger locations. Dealer responsible for all operating, repair, limited warranty (three years) and maintenance costs associated with AC Level 2 charger for first five years following installation. Site Host responsible for expenses thereafter (charger estimated 10-year useful life). See Dealer Community Charging Guidelines_Final for important details.

SITE HOST CONSIDERATIONS



1. Installation plans – Consult with an electrician to determine costs including, but not limited to, utility and electrical upgrades. These factors will likely impact cost and/or timing of the installation.



2. Identify available EV Incentives².
You may be eligible for various grants and incentives associated with the installation and operation of EV chargers.



3. Collaborate with your participating EV Dealer on your written agreement. Consult the Program Guidelines document for the “Minimum Site Host Requirements” to leverage and build upon.

Installation Costs

- Because cost of installation varies by situation and is dependent on multiple factors (e.g., labor, permits and inspections, utility and electrical upgrades and charger location), there is no standard program cost³
- Each Site Host location will differ and the Site Host should consult with a qualified electrician
- The installation cost ranges listed below are estimates only. Installation rates could fall outside of the estimated range
 - Dual pedestal (2 chargers):
~\$5k-\$25k per pedestal
 - Five dual pedestals (10 chargers):
~\$25k-\$125k in total

Charging Costs

- Charging rates vary greatly by region and are subject to change. The national average price of electricity (all sectors) is 15.96 cents/kWh⁴
 - Sample rate calculation:
If an EV requires 40 kWh to fully recharge the battery at a rate of 15.96 cents per kWh, the charge cost is \$6.38
- Find more information about state-specific electricity costs [HERE](#)

GM Support

- Get more information about becoming a site host or email questions to dealercommunitycharging.questions@gm.com.



LEARN MORE

Scan to watch how dealers and site hosts have made this program a reality.



Reservations for the HUMMER EV are currently full. See GMC.com for details.

NOTE: Chargers must be installed in the community and not at the Dealership. Program Terms and Conditions subject to change at GM's discretion.

See Program Guidelines posted to the Dealer Community Charging Program app on GlobalConnect for additional guidance.

2. Incentives are subject to change at any time without notice from their respective governmental authorities. Site Hosts must check with their own local governing body before relying on any GM-provided information. It is recommended that Site Hosts consult with their tax advisors. 3. Pursuant to the Terms and Conditions of this Program, Dealer pays up front for pedestal, cable management, five-year networking and maintenance, three-year limited warranty (can extend up to 5 years), and branding identity. Site Host is responsible for installation cost and cost of electricity when chargers are in operation. 4. U.S. Energy Information Administration, Electric Power Monthly with data updated Feb. 2023.

Farmington's winning combination: A top-notch staff and extended self-service hours

Jul 20, 2023, 4:33 pm

by [Zach Miller](#)



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QUICK SUMMARY

When Dakota County Library's branch in Farmington is open, its staff creates programming and provides in-person service that are valued by the community. When it's closed, self-service hours extend access to the library by a whopping 71 hours per week. Patrons love the combination.



When a young patron entered Farmington Library shortly after its 2014 renovation, he began jumping up and down and exclaimed, "It's bigger on the inside!" He was right about that, but it wasn't because science fiction had become reality. A wall had come down at the back, adding space to the library that had previously been leased to the local school district. The drop ceiling was also removed, and the height of shelving surrounding the main service desk was reduced by half, creating a welcoming space with generous sight lines.

mighty" staff that is known for its excellent customer service. Andrew Cook has been contributing to that reputation for over 30 years. Svoboda calls him "a wizard of a librarian" who can do practically anything. He excels at readers' advisory. Youth Services Librarian Aimee Schreiber has been at Farmington for less than two years, but was quick to hit her stride. She organizes the popular Lego Club whose most recent output is on display in the image above. Her Story Time in the Park program, a summertime partnership with Farmington's Department of Parks and Recreation, is very popular. There were 69 children at this week's event. Musical Mornings, likewise held outdoors at a public park, is a hit, too. At this week's event, featuring Saint Paul-based jazz and dance outfit [Rhythmically Speaking](#), Schreiber welcomed 88 attendees. Musical Mornings is a partnership with Farmington Public Schools' Early Childhood Family Education.

Farmington Library benefits from its status as a branch of the Dakota County Library, which operates an interlibrary loan and delivery system and makes book club kits, story time kits, and much more, available in Farmington. The story time kits are popular among daycare groups and parents who homeschool their children.

The library in Farmington got its start when a local doctor founded it in his home in 1868. Today, Farmington's populace is young. It may even be the most youthful in Dakota County, and it shows in the library's circulation statistics. Children's books are the most popular part of the collection. That doesn't mean the library's adult patrons go wanting, however. Svoboda leads sewing classes. Most recently, she taught her students to make bucket hats, of great value in the summer. Yet another partnership, this one with the [Dakota County Master Gardener Volunteers](#), makes the branch's impressive heirloom seed library possible.

When it's open, Farmington's staff make the library an incredible resource for their patrons. Farmington is a bedroom community, lying just south of the Twin Cities, and for years on her northward drive home, Svoboda has been a nightly witness to a seemingly endless stream of headlights. To her, those headlights represented the many Farmington residents shut out from access to the library. That's why she was enthusiastic when Dakota County Library Director Margaret Stone approached her with the idea of a pilot project to explore self-service hours at the library. A similar project in Scott County had generated interest from the community as well as a County Commissioner, who raised the idea with Stone.

Farmington Library's pilot project, the first of its kind in Dakota County, began this January and ended in June. It was a resounding success. To access the library during self-service hours, patrons simply watch a training video, sign up on the library's website and pick up an access card. Their accounts are verified by staff at the county library's headquarters in Eagan, who then inform Farmington about the approval. Staff give first-time participants a tour, along with instructions for safe and proper use of the library, before their scheduled visit is allowed to occur.

Svoboda has heard from many appreciative patrons who previously struggled to make it to the library, but now have an easy time coming during self-service hours. Girl Scout troops, the local homeowners association, and various other organizations are taking advantage. A local teacher with young children at home who is pursuing her PhD has found that quiet

program.

Enthusiastic support from patrons (more than 400 of whom participated during the pilot phase) and the evident benefit to the community have resulted in self-service hours becoming a permanent offering in Farmington. The hours run from 6:00 a.m. to noon and 8:00-11:00 p.m. Monday through Wednesday, 6:00-9:00 a.m. and 5:00-11:00 p.m. Thursday through Saturday, and 6:00 a.m. to 11:00 p.m. every Sunday, a total of 71 additional hours of library access per week.

"It's all about the library being the last real community hub," Schreiber says. "It doesn't cost you any money, but you can come here and enrich your life. Sing, read, write, play. Bring your family. Find a safe space and be yourself. Connect with your community. The library is singular at making all that possible."

 TAGS:

Farmington Public Library

Dakota County Library

Item 7.

WRITTEN BY

Zach Miller

Head of Communications

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Item 7.



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GRAL Director's Report

AUGUST 2023

ADVOCACY

-Minnesota Library Association Legislative Activities Calendar

MLA Legislative Updates: 10-10:30 a.m.

8/2/23, 9/6/23, 11/8/23, 12/6/23

-Minitex Policy Advisory Council

I have been appointed to the Minitex Policy Advisory Council for a three-year term. Please see included letter from the Office of Higher Education. In addition to working on services that benefit all Minnesota libraries, this is a great opportunity to raise issues of concern for outstate libraries.

-2024 Budget Process for City of Grand Rapids and Itasca County

I will have an update at the 8/9 meeting.

LIBRARY MANAGEMENT

-Library Façade Repair Project

Work started 7/24. I have included a draft project schedule and will bring the latest update to the 8/9 meeting.

-RiverFest Electrical Upgrades

Contractors have been onsite making electrical upgrades to outlets near the parking lot and along the north wall for stage / sound power. The stage / sound update will prevent the downtime we experienced last year when PUC installed a temporary power pole for the concert. Public works will plant grass after work is completed. (This project is winding down.)

FACILITIES MAINTAINANCE / SPACE

-RiverFest Prep

Public Works continues to prepare the library grounds for RiverFest. Show date is 9/9!

-Library of Things

Staff are working on creating a permanent spot for our 'Library of Things'. A special thank you to Mike Randall from Facilities for his help.

-Summary for Library Façade Repair Project

The Library Façade Repair Project is best described as:

1. Replace exterior sealant, joints are in poor condition and the material is past its useful age.
2. Repair/replace flashing at front bay windows with a weatherproof membrane and protective cladding.
3. Remove and reset capstones, replace flashing with new material featuring a drip edge.
4. Fix (reinstall) the window in the east office, bringing it up to as new condition.
5. Perform sealant maintenance / repair around skylights. Sealant is in poor to fair condition.
6. Clean brick to remove stains and moss, add water repellent product to extend useful life.
7. Spot masonry repairs on estimated total surface area of 1,400 square feet.
8. Repaint exposed steel on building exterior.

END OF REPORT



Minnesota Office of Higher Education
1450 Energy Park Drive, Suite 350
St. Paul, MN 55108

Will Richter, Director
Grand Rapids Public Library
140 NE 2nd St
Grand Rapids, MN 55744-2682

July 17, 2023

Dear Mr. Richter:

We are pleased to write today to formally appoint you to serve as a member of the Minitex Policy Advisory Council (MPAC).

Minnesota's Minitex program is a publicly supported network of academic, public, state government, and special libraries working cooperatively to improve library service for users in Minnesota. For more information about Minitex and MPAC, please visit the Minitex website: minitex.umn.edu

Your selection as a council member is a testament to your expertise, dedication, and commitment to the Minitex mission and goals. Your responsibilities as a council member include:

- Advising the Office of Higher Education on the development of policy to fulfill the Minitex mission "to strengthen libraries, cultural institutions, and the communities they serve."
- Representing the constituency groups served by Minitex.
- Advising the Office of Higher Education on the direction and performance of Minitex of programs.
- Providing opportunities to communicate with the library constituencies served by Minitex.
- Providing input and recommendations to improve services provided by Minitex.
- Assisting the Office of Higher Education and Minitex staff in identifying opportunities for service to and for discussion of issues of concern from Minitex libraries.

The three-year term of your appointment will be July 2023 to June 2026, unless otherwise specified. The council meets quarterly for approximately 2-3 hours from September to May.

We look forward to working with you and all of the MPAC members to continue strengthening Minitex and its work in our region.

Sincerely,

DocuSigned by:

5F4D3CB53DC341C...

1450 Energy Park Drive, Suite 350, St. Paul, MN 55108

GRAND RAPIDS LIBRARY - 2023 FAÇADE REPAIR PROJECT															
PROJECT SCHEDULE - PRELIMINARY DRAFT 1, submitted July 20th, 2023															
Work Item	Task	Mon	Tues	Wed	Thurs										
		24-Jul	25-Jul	26-Jul	27-Jul										
GC	Mobilization / trailer and equipment delivery														
GC	Masonry pre-cleaning (small crew on site)														
1	Sealant removal at masonry walls (small crew on site)														
Work Item	Task	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues
		2-Aug	3-Aug	4-Aug	5-Aug	6-Aug	7-Aug	8-Aug	9-Aug	10-Aug	11-Aug	12-Aug	13-Aug	14-Aug	15-Aug
GC	Scaffolding / roof protections / pedestrian protections														
1	Sealant replacement at masonry walls														
Alt 1	Skylight test removals / flashing investigation														
3	Spline wall concrete cap improvements														
Work Item	Task	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues
		16-Aug	17-Aug	18-Aug	19-Aug	20-Aug	21-Aug	22-Aug	23-Aug	24-Aug	25-Aug	26-Aug	27-Aug	28-Aug	29-Aug
3	Spline wall concrete cap improvements														
Alt 1	Through wall flashing over skylights														
Work Item	Task	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues
		30-Aug	31-Aug	1-Sep	2-Sep	3-Sep	4-Sep	5-Sep	6-Sep	7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	12-Sep
Alt 1	Through wall flashing over skylights														
7 & 8	Selective repointing / brick replacement														
Work Item	Task	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues
		13-Sep	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep
7 & 8	Selective repointing / brick replacement														
9	Lintel preparation and repainting														
2 & 4	Bay window cap flashing / reset 2 operable wndw units														
1	Continue sealant replacement scope on rest of building														
Work Item	Task	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues
		27-Sep	28-Sep	29-Sep	30-Sep	1-Oct	2-Oct	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10-Oct
Addendum 1	Masonry water repellent application														
10	Gate preparation and repainting														
1	Continue sealant replacement scope on rest of building														
PL	PUNCH LIST WALK THROUGH W/ ENGINEER														
Work Item	Task	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues
		11-Oct	12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	17-Oct	18-Oct	19-Oct	20-Oct	21-Oct	22-Oct	23-Oct	24-Oct
PL	Complete punch list items														
GC	Scaffolding removal / pedestrian protection removal														
GC	Demobilization / lift pick up / final cleanup														

July in Children's

Hey, everybody, sing along! "Oh, what a month! Late July of 2023, it was very, very, busy for me, what a journey, what a month!" Okay, I'll spare you the verses, but here are the highlights:

1. Online Storytime filming returned with gusto, as Teacher Missy made it back from some serious illnesses. We filmed ice cream, skunks, farmer's market, skateboard, porcupine, and fox storytimes. We continue to amass significantly more views than I ever thought we would, so, onward we go.
2. Page Turners book club met under the direction of Emily Lindner. They will meet again in August, and Emily is interested in continuing this program into the fall. (Hooray!)
3. Teen book club also met with me, Tracy. We will meet again in August, also, and then determine our path into fall.
4. Lego Club continued to be very popular. We hit the jackpot with Madelyn and Isabella Pratto as leaders. They are very popular with families and kids, and, thankfully, have agreed to continue once-a-month Lego Club throughout the school year.
5. We hosted a Kids Stuff program through the Arrowhead Library System. Bubble Wonders was very well received, and we had over 90 people in attendance!
6. Folks are still flocking in to get their scavenger hunt sheets, and get their brag tags for completed hunts. Only in its second year, scavenger hunts are proving to be some of our most popular summer programming.
7. We completed our Midday movie programming, with mixed results. One week we had no people, the week before we had 17! We will consider it for next year, if our license offers quality children's shows.
8. Book Time was great fun, with crowds of 30-73 people each week! We will now take a break until school starts.
9. We had a beautiful Artastic project of painting lupin flowers. So beautiful!
10. And yesterday I made my first order for Summer Celebration materials. Wow! Only two weeks away as of this writing. I look forward to seeing you!
11. I was going to mention that then we slow down a bit, for some much needed down time...but I just had a teacher stop in to tentatively schedule programming for the upcoming school year. Hang on to your hats, here we go! Happy Reading!

Monthly Report - Overview for Jul 2023

Locations on this report: Grand Rapids Area Library

Checkout

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
1st Time	10333	11316	-9	10791	-5	68959	67002	2
Phone Renewal	337	250	34	413	-19	2125	2124	0
Renewal	171	135	26	105	62	1088	1259	-14
Opac Renewal	698	655	6	713	-3	4666	4532	2
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	11539	12356	-7	12022	-5	76838	74917	2

Checkout Stock Rotation

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 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	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Normal	10006	8972	11	9710	3	61791	59908	3
Late	1937	1872	3	1919	0	13347	12891	3
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	11943	10844	10	11629	2	75138	72799	3

Requests Placed

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Placed	1634	1946	-17	1774	-8	13544	12951	4
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1634	1946	-17	1774	-8	13544	12951	4

Requests Resolved

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Cancelled	96	121	-21	79	21	759	580	30
Filled	2576	2893	-11	2604	-2	20269	19412	4
Expired	0	0	0	0	0	12	21	-43
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	2672	3014	-12	2683	-1	21040	20013	5

Holdes Resolved

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
Picked Up	1609	1795	-11	1659	-4	12327	11658	5
Cancelled	5	5	0	3	66	43	25	72
Expired	132	134	-2	103	28	809	907	-11
Total	1746	1934	-10	1765	-2	13179	12590	4

Overdues

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
1st Notice	650	545	19	550	18	3745	3240	15
2nd Notice	2	2	0	1	100	17	16	6
3rd Notice	1	0	100	0	100	7	2	250
4th Notice	0	2	-100	1	-100	5	2	150
5th Notice	0	0	0	0	0	1	0	100
Final Notice	0	0	0	0	0	2	0	100
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	152	179	-16	154	-2	1100	896	22
Total	805	728	10	706	14	4877	4156	17

Borrower Delta

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
New (Manual)	105	118	-12	106	-1	708	621	14

Deleted (Manual)	5	10	-50	8	-38	50	63	-21
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	110	128	-15	114	-4	758	684	10

Bib Delta

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	151	202	-26	153	-2	1296	1250	3
Deleted (Manual)	326	541	-40	336	-3	2450	2495	-2
New (Batch)	47	59	-21	41	14	541	449	20
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	524	802	-35	530	-2	4287	4194	2

Auth Delta

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	0	0	0	0	0	4	5	-20
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	0	0	0	0	0	4	5	-20

Item Delta

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----

New (Manual)	328	492	-34	377	-13	3641	3518	3
Deleted (Manual)	335	580	-43	600	-45	3634	5339	-32
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	663	1072	-39	977	-33	7275	8857	-18

Acquisitions Activities

Description	Jul 2023	Jun 2023	%chg	Jul 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	219	350	-38	244	-11	2030	2052	-2
Items Rcvd by Ven	220	352	-38	248	-12	2071	2079	-1
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	439	702	-38	492	-11	4101	4131	-1

**Grand Rapids Area Library
Reference Statistics
July 2023**

	July 2023	YTD 2023
Door Count	2821	17732
Reference Questions	182	1556
Computer Help Over 5 Minutes	36	213
Tests Proctored	1	7
Public Computer Use: Sessions	237	1545
Public Computer Use: Hours Used	191	1251
Special Computer Sessions	162	937
Passports Accepted	76	672

July 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 53,264 AD FTO 2	4 CLOSED	5 53658 AD FTO 2	6 53,944 AD FTO 3	7 54,165 AD FTO 5	8 <u>13</u>
9	10 54546 4	11 54,258 5	12 55149 7	13 55455 2	14 55,666 4	15 <u>12</u>
16	17 56107 3	18 56,425 6	19 56734 6	20 57,036 2	21 57,213 2	22 <u>19</u>
23	24 57543 1 58907 4	25 57,867 7	26 58073 4	27 58363 7	28 58571 4	29 18
30	31 58507 58907 4					

July 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 9 NP C 	4	5 2+14 NP C NP C 	6 10 NP C	7 5 NP C	8
9	10 1+12 NP C 	11 2+8 NP C 	12 3+6 NP C NP C 	13 12 NP C	14 2 NP C	15
16	17 3+8 NP C 	18 2+8 NP C 	19 10 NP C	20 7 NP C	21 3 NP C	22
23	24 4+6 NP C 	25 13 NP C 	26 7 NP C	27 12 NP C	28 2 NP C	29
30	31 NP C 					

GRAL Children's Library Monthly Statistics July 2023

Item 8.

Online Storytime

Programs: 4

Facebook views: 256

YouTube views: 724

Total views: 980

Artastic

Programs: 1

Facebook views: 136

YouTube views: 27

Total views: 163

Kits handed out: 150

YouTube Shorts

Shorts/Views: 1/42

Facebook Reels

Reels/Views: 0

Programs:	<u>Date</u>	<u>Name of Program</u>	<u>Number of people</u>
	7/05	Mid-Day Movie	17
	7/07	Lego Club	12
	7/11	Page Turners	12
	7/12	Mid-Day Movie	22
	7/14	Lego Club	9
	7/17	Teen Book Club	8
	7/17	Bubble Show	93
	7/21	Lego Club	7
	7/30	Lego Club	24

Book Time with Tracy Programs: 4

People:197

Total Programs: 13 People:401

Reference Questions 2023: 357

Reference Questions 2022: 534

357

JULY 2023

Item 8.

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	12 3	CLOSED ⁴ Independence Day	28 5	24 6	19 7	83 8
9	23 10	12 11	20 12	20 13	10 14	91 15
16	28 17	18 18	17 19	16 20	14 21	93 22
23	17 24	21 25	14 26	11 27	9 28	72 29
30	18 31 No Maddy					18

GRAND RAPIDS AREA LIBRARY: 2023 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	30	147.50	6	93.50	9	9.00	11	49.50	2	5.50	36	241.00
February	29	115.25	7	80.75	7	7.00	8	39.00	6	14.00	36	196.00
March	28	147.00	7	116.00	9	9.00	11	59.00	1	5.00	35	263.00
April	29	130.00	6	100.00	5	5.00	10	57.25	5	13.00	35	230.00
May	25	123.25	7	123.25	8	8.00	11	71.00	1	5.00	32	246.50
June	25	148.50	9	128.00	6	6.00	12	95.00	1	4.50	34	276.50
July	32	171.00	8	99.00	8	8.00	16	110.50	1	3.50	40	270.00
August												
September												
October												
November												
December												
Total		982.50		740.50		52.00		481.25		50.50	*	1,723.00