



# GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, April 10, 2024

5:00 PM

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday, April 10, 2024 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

- [1.](#) Consider approval of Library Board Meeting Minutes from 03-13-2024.

**COMMUNICATIONS:**

- [2.](#) E-mail from Andrew Fox

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

- [3.](#) Review financial reports and consider a motion to authorize payment of Bill List as presented.

**CONSENT AGENDA** (Roll Call Vote Required):

- [4.](#) Consider a motion accepting donations.

**REGULAR AGENDA:**

- [5.](#) Library Legislative Update
- [6.](#) Review City Government Academy presentation draft

**UPDATES:**

Friends and Foundation

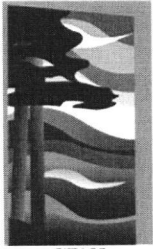
**STAFF REPORTS:**

- [7.](#) Review library reports and statistics.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR MAY 8, 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, March 13, 2024

5:00 PM

## CALL TO ORDER:

Chair Martin called the meeting to order at 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, March 13, 2024 at 5:00 PM.

## CALL OF ROLL:

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

Absent: Blocker, Teigland

## APPROVAL OF AGENDA:

Motion to: approve agenda as presented

Mover: Richards

Seconder: Dobbs

Result: Passed unanimously

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

None.

## APPROVAL OF MINUTES:

1. Consider a motion to approve meeting minutes from the February 14, 2024 Library Board Meeting.

Motion to: approve Minutes from the 02-14-2024 Library Board meeting.

Mover: Dobbs

Seconder: Casteel

Result: Passed unanimously

COMMUNICATIONS:

None.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

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

Motion to: approve payment of Bill List as presented.

Mover: Kee

Secunder: Richards

Result: Passed 7-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

3. Consider a motion accepting donations as listed.

Motion to: accept donations as listed.

Mover: Dobbs

Secunder: Kee

Result: Passed 7-0 (roll-call)

REGULAR AGENDA:

4. Review 2023 Annual Report and consider a motion approving the report and authorizing the Board Chair and Library Director to sign the approval form.

Motion to: approve 2023 Annual Report and authorize the Board Chair and Library Director to sign the approval form.

Mover: Kee

Secunder: Richards

Result: Passed 7-0 (roll-call)

5. Review MLA Legislative Committee correspondence regarding HF 4373.

Informational

UPDATES:

Library Friends and Library Foundation

Foundation update by Barr – next meeting April 18.

STAFF REPORTS:

6. Review February Statistics

The Library Director updated the Board on the Passport Services inspection on February 29, Presidential Primary held March 5, and Library related legislation.

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:40 PM.

NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 10, 2024, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 03/06/2024  
 TIME: 14:56:25  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/13/2024

VENDOR #	NAME	AMOUNT DUE
-----		
PUBLIC LIBRARY		
0118100	ARAMARK UNIFORM SERVICES	143.01
0118660	ARROWHEAD LIBRARY SYSTEM	27.30
0201428	BAKER & TAYLOR LLC	2,402.20
0212124	BLACKSTONE PUBLISHING	94.00
0221650	BURGGRAF'S ACE HARDWARE	304.75
0718010	CITY OF GRAND RAPIDS	29,697.34
1309055	MIDWEST TAPE LLC	147.94
1901535	SANDSTROM'S INC	234.36
2018228	TREETOP PRODUCTS INC	2,905.38
2018680	TRU NORTH ELECTRIC LLC	1,787.75
2114356	UNIQUE MANAGEMENT SERVICES	221.35
2209421	VIKING ELECTRIC SUPPLY INC	2,896.90

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$40,862.28

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.48
0113105	AMAZON CAPITAL SERVICES	390.86
0205640	LEAGUE OF MN CITIES INS TRUST	2,412.67
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	50,462.16
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	119.08
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	505.24
1309335	MINNESOTA REVENUE	99.36
1516220	OPERATING ENGINEERS LOCAL #49	10,092.00
1601750	PAUL BUNYAN COMMUNICATIONS	323.02
1618119	ISABELLA A PRATTO	50.00
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	2,204.22
2209665	VISA	850.54
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$67,992.53

TOTAL ALL DEPARTMENTS \$108,854.81

RESOLUTION NO. 2024-3  
A RESOLUTION ACCEPTING DONATIONS

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

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

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

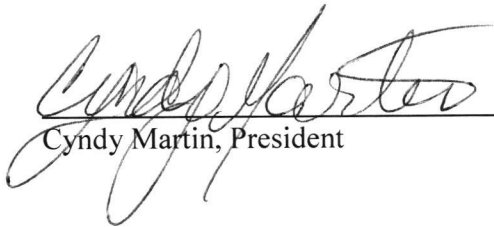
**Grand Rapids Area Library Foundation - \$1,317.99**

- \$34.77 Discovery Kit Supplies**
- \$275.30 Children's Program Supplies**
- \$989.33 Large Print project**
- \$17.99 DVDs**

**Lyman Loveland - \$4,500.00**

- \$3,000.00 Juvenile non-fiction collection enhancement**
- \$1,500.00 Large print collection enhancement**

Adopted this 13th day of March 2024



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Cyndy Martin, President



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Deb Kee, Secretary



## 2023 Minnesota Public Library Annual Report Approval Form

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

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

Grand Rapids Area Library

Name of Library

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

*Cyndy Martin 3/13/24*  
Signature and Date of Library Board President/City or County Representative

Cyndy Martin

Printed Name of Library Board President/City or County Representative

*Will Richter 3/13/24*  
Signature and Date of Library Director

Will Richter

Printed Name of Library Director

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

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

Email: [verena.getahun@state.mn.us](mailto:verena.getahun@state.mn.us)  
Fax: 651-582-8752



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



**Will Richter**

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**From:** grandrapids-mn@municodeweb.com  
**Sent:** Tuesday, March 12, 2024 3:55 PM  
**To:** Will Richter  
**Subject:** [Will Richter] Library Hours

Andy ([andrewfox5959@gmail.com](mailto:andrewfox5959@gmail.com)) sent a message using the contact form at <https://link.edgepilot.com/s/1d0e749b/-ujtDaLrwEG6Gi9HK-dBVg?u=https://cityofgrandrapidsmn.com/>.

Hey, I was curious as to why the public library is not open later than 6pm, or on weekends, considering the majority of the public that funds the library is the part of the public working during those hours. I am sure there must be a reason for it besides librarians wanting comfortable schedules or lack of funding, because looking at past budgets, the personnel budgets have not been utilized in the way they could be. I apologize if my tone comes across with any negative tone. Simply curious as to what the reasoning is and whether people have petitioned to change the hours before. Thanks! Will reach out further if needed. Warmly, Andy.

DATE: 04/03/2024  
 TIME: 15:02:21  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/10/2024

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0118100	ARAMARK UNIFORM SERVICES	125.52
0118660	ARROWHEAD LIBRARY SYSTEM	21.00
0201428	BAKER & TAYLOR LLC	1,499.10
0212124	BLACKSTONE PUBLISHING	329.00
0305485	CENGAGE LEARNING INC	1,266.88
0421228	DUET RESOURCE GROUP, INC	8,523.20
0914540	INNOVATIVE OFFICE SOLUTIONS LL	524.31
1205099	LEARNING OPPORTUNITIES INC	387.19
1309055	MIDWEST TAPE LLC	41.98
1605665	PERSONNEL DYNAMICS LLC	550.80
1608100	PHAROS SYSTEMS INT'L INC	1,479.00
1612225	PLAYAWAY PRODUCTS LLC	348.45
1901535	SANDSTROM'S INC	61.46
2023352	PIIONEER PRESS	230.76
2114356	UNIQUE MANAGEMENT SERVICES	104.85

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$15,493.50

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.48
0113105	AMAZON CAPITAL SERVICES	373.21
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	45,770.05
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	119.08
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	160.43
1516220	OPERATING ENGINEERS LOCAL #49	10,092.00
1601750	PAUL BUNYAN COMMUNICATIONS	247.60
1618119	ISABELLA A PRATTO	50.00
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	2,216.02
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$59,511.77

TOTAL ALL DEPARTMENTS \$75,005.27

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

Item 3.

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	1,021	51%
211-00-34-00-7975	INTERNET	2,000	413	21%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	55	55%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	9,835	54%
211-00-34-00-7990	FAX MACHINE USE	500	192	38%
211-00-37-00-2310	DONATIONS	1,500	5,000	333%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,466	113%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	1,966	0%
211-00-37-00-2450	MISCELLANEOUS	-	590	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	-	0%
		987,009	20,539	2%
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	89,976	22%
211-00-75-10-1030	SALARY-PARTTIME	91,955	23,701	26%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	551	6%
211-00-75-10-1210	PERA	37,816	8,211	22%
211-00-75-10-1220	FICA	31,481	6,985	22%
211-00-75-10-1250	MEDICARE	7,362	1,634	22%
211-00-75-10-1310	HEALTH INSURANCE	122,265	29,316	24%
211-00-75-10-1330	LIFE INSURANCE	232	69	30%
211-00-75-10-1347	VISION INSURANCE	-	2	0%
211-00-75-10-1510	WORKERS COMPENSATION	3,032	603	20%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	110	1%
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	797	27%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	-	0%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	10,000	11,429	114%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	-	0%
211-00-75-20-2095	PRGM SUP & MATERIALS	1,000	381	38%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	3,181	159%
211-00-75-20-2110	BOOKS	39,000	14,365	37%
211-00-75-20-2120	AUDIO/VISUAL	9,000	1,591	18%
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	726	24%
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	224	22%
211-00-75-30-3090	JANITORIAL SERVICES	20,960	5,240	25%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	750	6%
211-00-75-30-3210	TELEPHONE	6,000	1,132	19%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	483	14%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	16,000	-	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	326	16%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	-	0%
211-00-75-30-3610	GENERAL INSURANCE	22,000	6,552	30%
211-00-75-30-3810	ELECTRICITY	35,000	4,420	13%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	596	30%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	666	8%

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

Item 3.

Account Number	Account Description	2024 Budget	Year to Date	Percent of Budget
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	2,103	22%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	2,802	19%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	2,382	26%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,079	36%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	-	0%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	357	24%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	-	240	0%
	<b>TOTAL EXPENDITURES</b>	<b>987,009</b>	<b>223,451</b>	<b>23%</b>
	<b>SURPLUS REVENUES/(EXPENDITURES)</b>	<b>-</b>	<b>(202,912)</b>	

**CITY OF GRAND RAPIDS**  
**GRAND RAPIDS AREA LIBRARY**  
**SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE**  
**FOR THE THREE MONTHS ENDING MARCH 31, 2024**  
*With Comparative Totals for March 31, 2023*

	2023 Actual	2024 Actual	2024 Budget	Percent of Budget
<b>Fund Balance 1/1/XX:</b>				
Cash Flow	456,479	530,070	530,070	
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	
<b>TOTAL FUND BALANCE 1/1/XX</b>	<b>701,648</b>	<b>775,239</b>	<b>775,239</b>	
<b>Revenues:</b>				
Taxes	-		825,128	0%
Intergovernmental	-		128,000	0%
Charges for Services	14,203	11,516	28,081	41%
Fines & Forfeits	45		-	0%
GR Library Foundation	1,353	1,966	-	0%
Miscellaneous	3,757	7,056	5,800	122%
Other Sources-Operating Transfer	-		-	0%
Other Sources (Fund Balance Usage)	-		-	0%
<b>TOTAL REVENUES</b>	<b>19,358</b>	<b>20,539</b>	<b>987,009</b>	<b>2%</b>
<b>Expenditures:</b>				
Personnel	146,016	161,046	718,449	22%
Supplies/Materials	26,151	33,052	90,500	37%
Other Services/Charges	33,830	29,353	178,060	16%
<b>TOTAL EXPENDITURES</b>	<b>205,997</b>	<b>223,451</b>	<b>987,009</b>	<b>23%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(186,639)</b>	<b>(202,912)</b>	<b>-</b>	
Gr Rapids Library Foundation Captl Grant	-		-	0%
Capital Outlay	-		-	0%
<b>Fund Balance 3/31/XX</b>				
Cash Flow	269,840	327,158	530,070	
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	
<b>TOTAL FUND BALANCE 3/31/XX</b>	<b>\$ 515,009</b>	<b>\$ 572,327</b>	<b>\$ 775,239</b>	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$37,540 as of 1/31/24. This endowment is not available for current operations.

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 10, 2024

Item 3.

DATE: 04/03/24  
 TIME: 14:56:14  
 ID: AP441000.WOW

CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/10/2024

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
0100053	AT&T MOBILITY							
L	03/18/24	01	LIB MAR SERVICE	999-99-00-00-1000			04/10/24	54.48
				HOLDING ACCOUNT				
							INVOICE TOTAL:	54.48
							VENDOR TOTAL:	54.48
0113105	AMAZON CAPITAL SERVICES							
L	02/26/24	01	OIL PASTELS/CARDSTOCK/FRINGE	999-99-00-00-1000			04/10/24	312.93
				HOLDING ACCOUNT				
		02	5 BOOKS/ROLLER CSTR STEM CHLNG	999-99-00-00-1000				89.28
				HOLDING ACCOUNT				
		03	CREDIT THE MOUNTAIN IS YOU	999-99-00-00-1000				-29.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	373.21
							VENDOR TOTAL:	373.21
0118100	ARAMARK UNIFORM SERVICES							
2630260830-L	03/19/24	01	MATS	211-00-75-30-3070	20240797		04/10/24	34.51
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20240797			28.25
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	62.76
2630266357-L	04/02/24	01	MATS	211-00-75-30-3070	20240936		04/10/24	34.51
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20240936			28.25
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	62.76
							VENDOR TOTAL:	125.52
0118660	ARROWHEAD LIBRARY SYSTEM							
15157-L	02/29/24	01	OVERDUE NOTICES FEB	211-00-75-20-2010	20240721		04/10/24	21.00
				OFFICE SUPPLIES				
							INVOICE TOTAL:	21.00
							VENDOR TOTAL:	21.00

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 10, 2024

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CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/10/2024

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0201428 BAKER & TAYLOR LLC								
2038142791-L	03/13/24	01	1 BOOK/#209977 L411199	211-00-75-20-2110	20240798		04/10/24	10.10
				BOOKS				
							INVOICE TOTAL:	10.10
2038154916-L	03/12/24	01	5 BOOKS/#209977 L025981	211-00-75-20-2110	20240761		04/10/24	71.02
				BOOKS				
							INVOICE TOTAL:	71.02
2038166333-L	03/15/24	01	30 BOOKS/#209977 L025981	211-00-75-20-2110	20240799		04/10/24	508.18
				BOOKS				
							INVOICE TOTAL:	508.18
2038167577-L	03/19/24	01	1 BOOK/#209977 L411199	211-00-75-20-2110	20240834		04/10/24	10.10
				BOOKS				
							INVOICE TOTAL:	10.10
2038181986-L	03/22/24	01	51 BOOKS/#209977 L025981	211-00-75-20-2110	20240849		04/10/24	624.66
				BOOKS				
							INVOICE TOTAL:	624.66
2038194191-L	03/29/24	01	21 BOOKS/#209977 L025981	211-00-75-20-2110	20240926		04/10/24	275.04
				BOOKS				
							INVOICE TOTAL:	275.04
							VENDOR TOTAL:	1,499.10
0212124 BLACKSTONE PUBLISHING								
2144335-L	03/07/24	01	AFTER ANNIE CD/C#101678	211-00-75-20-2120	20240740		04/10/24	47.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	47.00
2145514-L	03/18/24	01	5 CDS/C#101678	211-00-75-20-2120	20240839		04/10/24	235.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	235.00

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 10, 2024

Item 3.

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CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/10/2024

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0212124 BLACKSTONE PUBLISHING								
2146334-L	03/22/24	01	THE WOMEN CD	211-00-75-20-2120	20240922		04/10/24	47.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	47.00
							VENDOR TOTAL:	329.00
0305485 CENGAGE LEARNING INC								
84038057-L	03/12/24	01	50 BOOKS	211-00-75-20-2110	20240837		04/10/24	1,046.01
				BOOKS				
							INVOICE TOTAL:	1,046.01
84048384-L	03/14/24	01	1 BOOK	211-00-75-20-2110	20240837		04/10/24	24.04
				BOOKS				
							INVOICE TOTAL:	24.04
84053157-L	03/15/24	01	2 BOOKS/A#154757	211-00-75-20-2110	20240837		04/10/24	42.88
				BOOKS				
							INVOICE TOTAL:	42.88
84084239-L	03/21/24	01	10 BOOKS/A#154757	211-00-75-20-2110	20240886		04/10/24	153.95
				BOOKS				
							INVOICE TOTAL:	153.95
							VENDOR TOTAL:	1,266.88
0421228 DUET RESOURCE GROUP, INC								
15562-L	03/15/24	01	NESTING TRNG RCTNG 30X72 TBLS	211-00-75-20-2075	20240774		04/10/24	8,523.20
				ASSETS BETWEEN \$700-\$4999				
							INVOICE TOTAL:	8,523.20
							VENDOR TOTAL:	8,523.20
0605191 FIDELITY SECURITY LIFE								
L	03/04/24	01	LIB MAR VISION	999-99-00-00-1000			04/10/24	6.90
				HOLDING ACCOUNT				
							INVOICE TOTAL:	90
							VENDOR TOTAL:	90



DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 10, 2024

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CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/10/2024

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0718015 GRAND RAPIDS CITY PAYROLL								
L	02/23/24	01	LIB PAYROLL 2/23/24	999-99-00-00-1000			04/10/24	22,958.64
		02	LIB PAYROLL 3/8/24	999-99-00-00-1000				22,811.41
				HOLDING ACCOUNT				
				HOLDING ACCOUNT				
							INVOICE TOTAL:	45,770.05
							VENDOR TOTAL:	45,770.05
0914540 INNOVATIVE OFFICE SOLUTIONS LL								
IN4483594-L	03/08/24	01	TONER 414A BK, YL, MG	211-00-75-20-2060	20240694		04/10/24	474.93
		02	TAPE PACKAGE/C#NB07789	211-00-75-20-2010	20240694			49.38
				COMPUTER SUPPLIES				
				OFFICE SUPPLIES				
							INVOICE TOTAL:	524.31
							VENDOR TOTAL:	524.31
1205099 LEARNING OPPORTUNITIES INC								
243452-L	03/26/24	01	18 BOOKS	211-00-75-20-2110	20240918		04/10/24	387.19
				BOOKS				
							INVOICE TOTAL:	387.19
							VENDOR TOTAL:	387.19
1209520 EMILY LINDNER								
L	04/01/24	01	BOOK CLUB MEETING 3/25/24	999-99-00-00-1000			04/10/24	150.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00
1301146 MARCO TECHNOLOGIES, LLC								
L	03/11/24	01	LIB MAR COPIER LEASE	999-99-00-00-1000			04/10/24	119.08
				HOLDING ACCOUNT				
							INVOICE TOTAL:	119.08
							VENDOR TOTAL:	119.08

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1305725 METROPOLITAN LIFE INSURANCE CO								
L	03/04/24	01	LIB MAR SUPP/LIFE INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			04/10/24	76.14
							INVOICE TOTAL:	76.14
							VENDOR TOTAL:	76.14
1309055 MIDWEST TAPE LLC								
505130118-L	03/01/24	01	2 DVDS/C#2000006802	211-00-75-20-2120 AUDIO/VISUAL	20240683		04/10/24	41.98
							INVOICE TOTAL:	41.98
							VENDOR TOTAL:	41.98
1309199 MINNESOTA ENERGY RESOURCES								
L	03/18/24	01	LIB FEB NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			04/10/24	160.43
							INVOICE TOTAL:	160.43
							VENDOR TOTAL:	160.43
1516220 OPERATING ENGINEERS LOCAL #49								
L	03/04/24	01	LIB APR HEALTH INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			04/10/24	10,092.00
							INVOICE TOTAL:	10,092.00
							VENDOR TOTAL:	10,092.00
1601750 PAUL BUNYAN COMMUNICATIONS								
L	03/04/24	01	LIB MAR SERVICE	999-99-00-00-1000 HOLDING ACCOUNT			04/10/24	247.60
							INVOICE TOTAL:	247.60
							VENDOR TOTAL:	247.60
1605665 PERSONNEL DYNAMICS LLC								

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1605665 PERSONNEL DYNAMICS LLC								
53701-L	03/27/24	01	J WINKELMAN 24 HRS W/E 3/16	211-00-75-10-1050	20240856		04/10/24	550.80
				CONTRACTED SERVICES				
							INVOICE TOTAL:	550.80
							VENDOR TOTAL:	550.80
1608100 PHAROS SYSTEMS INT'L INC								
I20240330-L	03/12/24	01	PHAROS UNIPRINT MAINT RENEW 1Y	211-00-75-30-4020	20240712		04/10/24	1,479.00
				COMPUTER MAINT/REPAIR				
							INVOICE TOTAL:	1,479.00
							VENDOR TOTAL:	1,479.00
1612225 PLAYAWAY PRODUCTS LLC								
456613-L	03/21/24	01	5 PLAYAWAYS	211-00-75-20-2120	20240817		04/10/24	348.45
				AUDIO/VISUAL				
							INVOICE TOTAL:	348.45
							VENDOR TOTAL:	348.45
1618119 ISABELLA A PRATTO								
L	03/18/24	01	LEGO PROGRAM 3/14/24	999-99-00-00-1000			04/10/24	50.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	50.00
							VENDOR TOTAL:	50.00
1618120 MADELYN R PRATTO								
L	03/18/24	01	LEGO PROGRAM 3/14/24	999-99-00-00-1000			04/10/24	50.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	50.00
							VENDOR TOTAL:	50.00
1621130 P.U.C.								

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - APRIL 10, 2024

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CITY OF GRAND RAPIDS  
 DETAIL BOARD REPORT

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
1621130	P.U.C.							
L	03/11/24	01	LIB FEB UTILITIES	999-99-00-00-1000			04/10/24	2,216.02
				HOLDING ACCOUNT				
								INVOICE TOTAL: 2,216.02
								VENDOR TOTAL: 2,216.02
1901535	SANDSTROM'S INC							
496612-L	03/25/24	01	1250SW-2 SHD D 2PK	211-00-75-20-2150	20240838		04/10/24	36.52
		02	URINAL SCREENS/C#320023	211-00-75-20-2150	20240838			24.94
				MAINTENANCE TOOLS/SUPPLIES				
				MAINTENANCE TOOLS/SUPPLIES				
								INVOICE TOTAL: 61.46
								VENDOR TOTAL: 61.46
2023352	PIONEER PRESS							
12670192/APR24-L	04/07/24	01	RENEWAL 12670192 52 WEEKS	211-00-75-20-2130	20240835		04/10/24	230.76
				NEWSPAPERS				
								INVOICE TOTAL: 230.76
								VENDOR TOTAL: 230.76
2114356	UNIQUE MANAGEMENT SERVICES							
6123277-L	02/29/24	01	FEB PLACEMENTS	211-00-75-30-3300	20240681		04/10/24	116.50
		02	CREDIT FOR ACCTS CLOSED/#1634	211-00-75-30-3300	20240681			-11.65
				PROFESSIONAL SERV-COLLECTI				
				PROFESSIONAL SERV-COLLECTI				
								INVOICE TOTAL: 104.85
								VENDOR TOTAL: 104.85
2301700	WM CORPORATE SERVICES, INC							
L	03/11/24	01	LIB FEB SERVICE	999-99-00-00-1000			04/10/24	145.86
				HOLDING ACCOUNT				
								INVOICE TOTAL: 145.86
								VENDOR TOTAL: 145.86
								TOTAL ALL INVOICES: 75,005.27

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CITY OF GRAND RAPIDS  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES  
 FOR 3 PERIODS ENDING MARCH 31, 2024

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
<b>REVENUES</b>							
<b>TAXES</b>							
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
<b>TOTAL</b>		0.00	825,128.00	0.00	0.00	825,128.00	0
<b>TOTAL TAXES</b>		0.00	825,128.00	0.00	0.00	825,128.00	0
<b>INTERGOVERNMENTAL</b>							
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
<b>TOTAL</b>		0.00	128,000.00	0.00	0.00	128,000.00	0
<b>TOTAL INTERGOVERNMENTAL</b>		0.00	128,000.00	0.00	0.00	128,000.00	0
<b>CHARGES FOR SERVICES</b>							
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	377.64	2,000.00	1,021.16	0.00	978.84	51
211-00-34-00-7975	INTERNET	176.99	2,000.00	413.02	0.00	1,586.98	21
211-00-34-00-7980	LIBRARY FEES-PROCTORING	0.00	100.00	55.25	0.00	44.75	55
211-00-34-00-7982	PASSPORT PROCESSING FEE	2,975.00	18,200.00	9,835.00	0.00	8,365.00	54
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	82.13	500.00	191.95	0.00	308.05	38
<b>TOTAL</b>		3,611.76	28,081.00	11,516.38	0.00	16,564.62	41
<b>TOTAL CHARGES FOR SERVICES</b>		3,611.76	28,081.00	11,516.38	0.00	16,564.62	41

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CITY OF GRAND RAPIDS  
DETAILED REVENUE & EXPENSE REPORT  
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES  
FOR 3 PERIODS ENDING MARCH 31, 2024

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
<b>REVENUES</b>							
<b>FINES &amp; FORFEITS</b>							
211-00-35-00-1030	LIBRARY FINES	0.00	0.00	0.00	0.00	0.00	0
<b>TOTAL</b>		0.00	0.00	0.00	0.00	0.00	0
<b>TOTAL FINES &amp; FORFEITS</b>		0.00	0.00	0.00	0.00	0.00	0
<b>MISCELLANEOUS REVENUE</b>							
211-00-37-00-2310	DONATIONS	0.00	1,500.00	5,000.00	0.00	(3,500.00)	333
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	1,466.42	1,300.00	1,466.42	0.00	(166.42)	113
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	1,317.99	0.00	1,966.08	0.00	(1,966.08)	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	244.51	0.00	590.03	0.00	(590.03)	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
<b>TOTAL</b>		3,028.92	5,800.00	9,022.53	0.00	(3,222.53)	156
<b>TOTAL MISCELLANEOUS REVENUE</b>		3,028.92	5,800.00	9,022.53	0.00	(3,222.53)	156
<b>OTHER SOURCES</b>							
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
<b>TOTAL</b>		0.00	0.00	0.00	0.00	0.00	0

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CITY OF GRAND RAPIDS  
DETAILED REVENUE & EXPENSE REPORT  
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES  
FOR 3 PERIODS ENDING MARCH 31, 2024

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH 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:		6,640.68	987,009.00	20,538.91	0.00	966,470.09	2
<b>EXPENSES</b>							
<b>GENERAL ADMINISTRATION</b>							
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
<b>PERSONNEL</b>							
211-00-75-10-1010	SALARY-FULL TIME	31,799.66	415,796.00	89,975.74	0.00	325,820.26	22
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	7,888.97	91,955.00	23,700.74	0.00	68,254.26	26
211-00-75-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1050	CONTRACTED SERVICES	550.80	8,510.00	550.80	0.00	7,959.20	6
211-00-75-10-1210	PERA	2,976.65	37,816.00	8,210.76	0.00	29,605.24	22
211-00-75-10-1220	FICA	2,435.51	31,481.00	6,985.02	0.00	24,495.98	22
211-00-75-10-1250	MEDICARE	569.58	7,362.00	1,633.58	0.00	5,728.42	22
211-00-75-10-1310	HEALTH INSURANCE	10,092.00	122,265.00	29,316.00	0.00	92,949.00	24
211-00-75-10-1330	LIFE INSURANCE	22.96	232.00	68.88	0.00	163.12	30
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	1.56	0.00	(1.56)	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	201.06	3,032.00	603.18	0.00	2,428.82	20
TOTAL PERSONNEL		56,537.71	718,449.00	161,046.26	0.00	557,402.74	22
<b>SUPPLIES &amp; MATERIALS</b>							
211-00-75-20-2010	OFFICE SUPPLIES	49.38	8,000.00	109.91	70.38	7,819.71	2
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	474.93	3,000.00	796.79	474.93	1,728.28	42
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	8,523.20	10,000.00	11,428.58	8,523.20	(9,951.78)	200

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CITY OF GRAND RAPIDS  
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FOR 3 PERIODS ENDING MARCH 31, 2024

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ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
<b>EXPENSES</b>							
<b>GENERAL ADMINISTRATION</b>							
<b>SUPPLIES &amp; MATERIALS</b>							
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	0.00	1,000.00	380.57	0.00	619.43	38
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	3,181.24	0.00	(1,181.24)	159
211-00-75-20-2110	BOOKS	3,124.17	39,000.00	14,364.83	2,376.96	22,258.21	43
211-00-75-20-2120	AUDIO/VISUAL	719.43	9,000.00	1,590.74	672.43	6,736.83	25
211-00-75-20-2130	NEWSPAPERS	0.00	2,000.00	443.79	230.76	1,325.45	34
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	30.00	0.00	7,470.00	0
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	117.96	3,000.00	725.82	89.71	2,184.47	27
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
<b>TOTAL SUPPLIES &amp; MATERIALS</b>		<b>13,009.07</b>	<b>90,500.00</b>	<b>33,052.27</b>	<b>12,438.37</b>	<b>45,009.36</b>	<b>50</b>
<b>OTHER SERVICES &amp; CHARGES</b>							
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	86.51	1,000.00	224.10	34.51	741.39	26
211-00-75-30-3090	JANITORIAL SERVICES	1,746.67	20,960.00	5,240.01	1,746.67	13,973.32	33
211-00-75-30-3100	OTHER CONTRACTED SERVICES	250.00	12,000.00	750.00	400.00	10,850.00	10
211-00-75-30-3210	TELEPHONE	377.50	6,000.00	1,132.48	0.00	4,867.52	19
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	482.50	0.00	3,017.50	14
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	326.20	116.50	1,557.30	22
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	2,184.00	22,000.00	6,552.00	0.00	15,448.00	30
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	4,420.24	0.00	30,579.76	13
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	596.47	0.00	1,403.53	30
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	665.67	0.00	7,334.33	8
211-00-75-30-4000	MAINTENANCE CONTRACTS	(128.00)	9,500.00	2,103.21	0.00	7,396.79	22
211-00-75-30-4010	BUILDING MAINT/REPAIRS	0.00	15,000.00	2,802.20	0.00	12,197.80	19



DATE: 04/04/2024  
 TIME: 08:15:54  
 ID: GL470004.WOW

CITY OF GRAND RAPIDS  
 DETAILED REVENUE & EXPENSE REPORT  
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES  
 FOR 3 PERIODS ENDING MARCH 31, 2024

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
<b>EXPENSES</b>							
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	1,479.00	9,000.00	2,381.89	1,479.00	5,139.11	43
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	1,078.58	0.00	1,921.42	36
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	357.24	0.00	1,142.76	24
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	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
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>		<b>6,114.76</b>	<b>178,060.00</b>	<b>29,352.79</b>	<b>3,776.68</b>	<b>144,930.53</b>	<b>19</b>
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
<b>TOTAL CAPITAL OUTLAY</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
<b>TOTAL GENERAL ADMINISTRATION</b>		<b>75,661.54</b>	<b>987,009.00</b>	<b>223,451.32</b>	<b>16,215.05</b>	<b>747,342.63</b>	<b>24</b>
<b>TOTAL EXPENSES:</b>		<b>75,661.54</b>	<b>987,009.00</b>	<b>223,451.32</b>	<b>16,215.05</b>	<b>747,342.63</b>	<b>24</b>
<b>TOTAL FUND REVENUES</b>		<b>6,640.68</b>	<b>987,009.00</b>	<b>20,538.91</b>	<b>0.00</b>	<b>966,470.09</b>	<b>2</b>
<b>TOTAL FUND EXPENSES</b>		<b>75,661.54</b>	<b>987,009.00</b>	<b>223,451.32</b>	<b>16,215.05</b>	<b>747,342.63</b>	<b>24</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>(69,020.86)</b>	<b>0.00</b>	<b>(202,912.41)</b>			
<b>TOTAL ALL FUND REVENUES</b>		<b>6,640.68</b>	<b>987,009.00</b>	<b>20,538.91</b>	<b>0.00</b>	<b>966,470.09</b>	<b>2</b>
<b>TOTAL ALL FUND EXPENSES</b>		<b>75,661.54</b>	<b>987,009.00</b>	<b>223,451.32</b>	<b>16,215.05</b>	<b>747,342.63</b>	<b>24</b>
<b>ALL FUND SURPLUS (DEFICIT)</b>		<b>(69,020.86)</b>	<b>0.00</b>	<b>(202,912.41)</b>			

FUND: PUBLIC LIBRARY  
 FOR 3 PERIODS ENDING MARCH 31, 2024

ACCOUNT #	DESCRIPTION	BALANCE 01/01/24	NET DEBITS	NET CREDITS	BALANCE 03/31/24
<b>ASSETS</b>					
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	141,404.50	141,404.50	0.00
211-00-00-00-1010	CASH	767,313.44	22,402.79	254,638.96	535,077.27
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	(16,583.06)	0.00	0.00	(16,583.06)
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	1,500.00	0.00	1,500.00	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 ST PAUL/MN FOUNDATION	37,612.94	0.00	0.00	37,612.94
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	4,175.79	0.00	4,175.79	0.00
211-00-00-00-1551	PREPAID INSURANCE	9,612.00	54,820.67	42,971.18	21,461.49
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	26,455.82	10,340.31	16,115.51
<b>TOTAL</b>		<b>830,042.11</b>	<b>245,083.78</b>	<b>455,030.74</b>	<b>620,095.15</b>
<b>TOTAL ASSETS</b>		<b>830,042.11</b>	<b>245,083.78</b>	<b>455,030.74</b>	<b>620,095.15</b>

**LIABILITIES AND FUND EQUITY**

<b>LIABILITIES</b>					
211-00-00-00-2020	ACCOUNTS PAYABLE	17,583.14	280,970.96	268,645.80	5,257.98
211-00-00-00-2030	SALES TAX PAYABLE	0.00	111.48	185.24	73.76
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	10,898.66	10,898.66	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
<b>TOTAL</b>		<b>54,802.80</b>	<b>291,981.10</b>	<b>268,831.04</b>	<b>31,652.74</b>

FUND: PUBLIC LIBRARY  
 FOR 3 PERIODS ENDING MARCH 31, 2024

ACCOUNT #	DESCRIPTION	BALANCE 01/01/24	NET DEBITS	NET CREDITS	BALANCE 03/31/24
<hr/>					
TOTAL LIABILITIES		54,802.80	291,981.10	268,831.04	31,652.74
<hr/>					
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	775,239.31	0.00	0.00	775,239.31
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	10,340.31	26,455.82	16,115.51
<hr/>					
TOTAL	FUND SURPLUS (DEFICIT)	775,239.31 0.00	10,340.31 202,912.41	26,455.82 0.00	791,354.82 (202,912.41)
<hr/>					
TOTAL FUND EQUITY		775,239.31	213,252.72	26,455.82	588,442.41
<hr/>					
TOTAL LIABILITIES AND FUND EQUITY		830,042.11	505,233.82	295,286.86	620,095.15
<hr/>					

RESOLUTION NO. 2024-4  
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 - \$11,618.50**  
**Program Room Tables - \$8,523.20**  
**Picnic Tables - \$2,905.38**  
**DVDs - \$189.92**

Adopted this 10th day of April 2024

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

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

## MLA Legislative Update 3.26.24

Friday, March 22 marked the first committee deadline of the session, which means both the House and Senate must act favorably on bills that are not major appropriation or finance bills in order to move on for further consideration. We are still early in the game and will know more about the standing of the MLA bills following the upcoming Easter break.

### Book Banning Prohibited (Senate Education Omnibus Policy Bill SF 3567)

Various bills have been introduced this session regarding prohibiting the banning of books. Representative Frazier introduced [HF4373](#) without a Senate companion bill, which has been re-referred to the Judiciary Finance and Civil Law Committee. In addition, MDE introduced ([SF 3567 - Line 77.6](#)), which has been included in the House and Senate Education Omnibus Policy bill for further consideration.

On Thursday, March 21, Gov. Walz and Lt. Gov. Peggy Flanagan held a Ban on Book Bans press conference at Como Park Senior High School. In addition to Gov. Walz and Lt. Gov. Flanagan, others who spoke in support of the bills include Rep. Frazier, Sen. Cwodzinski, School Librarian Sheri Chaffee-Johnson, and MLA Intellectual Freedom Chair Elect Ann Kaste.

View the [Ban on Book Bans](#) press conference for more information (video begins at 12:35). The Governor has made it clear he wants to sign this legislation into law and the legislature will put a proposal on his desk to sign. There is still time for massaging the specific language of this proposal as the omnibus policy bills head toward an eventual conference committee.

### Metropolitan Library Service Agency

[SF 3567, line 77.1](#) includes language to employ an executive director who does not hold a master's degree in library science. This legislation would make MELSA the exception to MN Rule 3530.1000 CRITERIA FOR ELIGIBILITY, part A. MLA is opposed to the bill and discussions are occurring. This legislation, along with the MDE book banning language has been included in the Senate Education Omnibus Policy bill for further consideration.

### Local Option to Prohibit Guns from Public Facilities, Including Libraries

On March 12 the House Public Safety Finance and Policy Committee heard two bills related to giving local governments the ability to prevent firearms and other dangerous weapons from their owned or leased facilities: **HF 2828 (Hussein)**: Local governmental units authorized to prohibit or restrict possession of dangerous weapons, ammunition, or explosives in local government-owned or leased buildings and land and **HF 3672 (Pinto)** State preemption of local units of government regulating firearms repealed. The Public Safety Committee decided to lay these bills over and not advance them ahead of the policy committee deadline, meaning they are likely done for this session.

### **Licensed Media Specialist Liaison (State Library Services) & Digital Citizenship, Internet Safety and Media Literacy Advisory Council**

The Licensed Media Specialist Liaison bill amends 134.31, Section 1 to create a State School Librarian position at State Library Services to support district and charter schools related to issues of intellectual freedom, media and digital literacy, and growing lifelong readers.

The Digital Citizenship bill establishes an advisory council comprised of classroom teachers, media specialists, parent-teacher organization members, librarians, etc., which will convene to make recommendations to the commissioner of education on best practices related to digital citizenship, Internet safety, media literacy and methods for instructing students to safely, ethically, responsibly, and effectively use media and technology resources.

The Senate request was [amended](#) to include the addition of two academic librarians. The bills were amended and re-referred from Senate State & Local Government to Senate Education Finance. We expect Chair Kunesh to include these proposals in her eventual omnibus supplemental education budget bill.

### **Bonding for Public Library Construction and Renovation Grants**

While the Governor's budget currently includes \$1M for public library construction and renovation grants, Regional Public Library Systems are seeking \$20M in state bonding for public library construction and renovation grants, in addition to an increase to \$2M in the grant cap. Sen. Kunesh is the Chief Author of [SF 3592](#); we continue to seek confirmation of a House author. The March 22nd committee deadline does not apply to this bill, and we will continue to advocate for this request.

For further updates on the MLA legislative issues, visit the [MLA Legislative Advocacy site](#) and attend the upcoming Legislative Update with MLA Lobbyist Sam Walseth on Wednesday, April 3rd at 10:00. Register for the online update using the MLA Events Calendar.

Upcoming Online Legislative Updates with MLA Lobbyist Sam Walseth:

- Wednesday, April 3 at 10:00 a.m.
  - Wednesday, May 1 at 10:00 a.m.
  - Wednesday, May 22 at 10:00 a.m. - Last legislative update of the session.
- Registration coming soon!

Submitted by MLA Legislative Co-chairs, Liz Lynch and Sarah Hawkins.





# GRAL AT A GLANCE

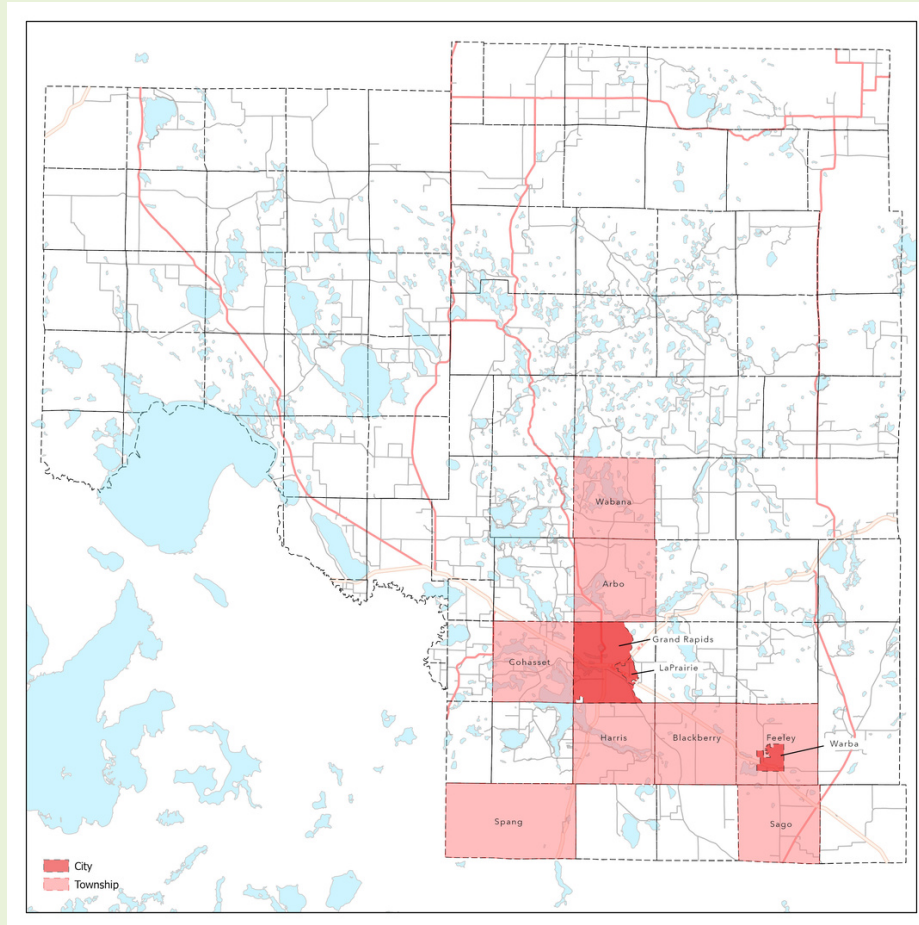
- Grand Rapids Area Library (GRAL) is a free community resource supported by property taxes since 1895.
- GRAL is the busiest library in NE Minnesota outside of Duluth.
- There are six libraries in Itasca County, but 75% of library transactions in Itasca County occur at GRAL.
- GRAL is used by all of Itasca County. More than 50% of checkouts are from cardholders who live outside the City of Grand Rapids. This is a long-term pattern going back decades.
- Thank you, Grand Rapids City Council, for funding 85% of GRAL's annual operations.



# SERVICE AREA

The Library serves the following cities and townships:

- Arbo
- Blackberry
- Cohasset
- Feeley
- Grand Rapids
- Harris
- LaPrairie
- Sago
- Spang
- Wabana
- Warba



SERVICE AREA  
POPULATION:  
**21,168**

LIBRARY  
CARDHOLDERS:  
**9,426**

CIRCULATION:  
**165,796 items\***  
[\*20% downloadable]



# GOVERNANCE: DEFINITION OF PUBLIC LIBRARY SERVICE

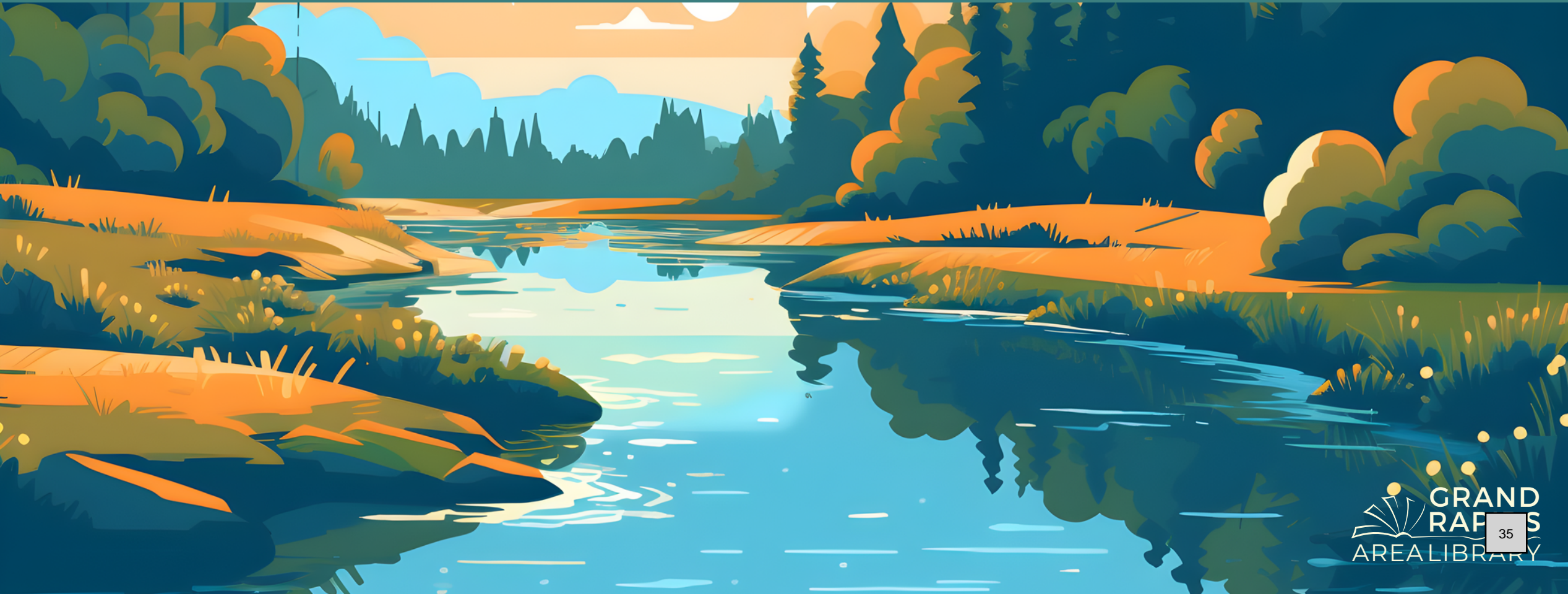
## **MS 134.001 SUBDIVISION 2. PUBLIC LIBRARY.**

*"Public library" means any library that provides free access to all residents of a city or county without discrimination.*

# GOVERNANCE: HOW IS A LIBRARY FUNDED Item 6.

## 134.07 PUBLIC LIBRARY SERVICE.

*The governing body of any city or county may establish and maintain [through collection of tax dollars] public library service for the use of its inhabitants.*



# GOVERNANCE: HOW DO LOCAL GOVERNMENTS OPERATE A LIBRARY?

## 134.09 LIBRARY BOARDS.

### SUBDIVISION 1. APPOINTMENT.

*The mayor of the city with the approval of the council for a city library or the board of commissioners for a county library, shall appoint a board of five, seven, or nine members from among the residents of the city or county.*

### SUBDIVISION 2. TERM OF OFFICE.

*If nine board members are appointed, three shall hold office for one year, three for two years and three for three years.*

Item 6.



# GOVERNANCE: WHAT ARE THE DUTIES OF A LIBRARY BOARD?

Item 6.

## 134.11 ORGANIZATION OF BOARD; DUTIES.

### SUBDIVISION 1. ORGANIZATION.

*Immediately after appointment, the library board shall organize by electing one of its number as president and one as secretary, and from time to time it may appoint such other officers as it deems necessary.*

### SUBDIVISION 2. DUTIES.

*It shall have exclusive control of the expenditure of all money collected for or placed to the credit of the library fund, of interest earned on all money collected for or placed to the credit of the library fund, of the construction of library buildings, and of the grounds, rooms, and buildings provided for library purposes. All money received for the library shall be paid into the city or county treasury, credited to the library fund, kept separate from other money of the city or county, and paid out only upon approval by the board.*

# GOVERNANCE: WHAT ARE THE STATE REPORTING REQUIREMENTS FOR LIBRARIES?

## **134.13 ANNUAL REPORT.**

*As soon as practicable following the end of the fiscal year the library board shall report to the governing body of the city or county all amounts received during the preceding year and the sources thereof, the amounts expended and for what purposes, the number of library materials on hand, the number purchased and loaned, and such other information as it deems advisable. No later than April 1 of each year the library board shall file this information with the Department of Education on forms supplied by the department.*

# GOVERNANCE: SPECIAL CONSIDERATIONS

Item 6.

## 13.40 LIBRARY AND HISTORICAL DATA.

### SUBDIVISION 2. PRIVATE DATA; LIBRARY BORROWERS.

*(a) Except as provided in paragraph (b), the following data maintained by a library are private data on individuals and may not be disclosed for other than library purposes except pursuant to a court order:*

- (1) data that link a library patron's name with materials requested or borrowed by the patron or that link a patron's name with a specific subject about which the patron has requested information or materials; or*
- (2) data in applications for borrower cards, other than the name of the borrower.*

*(b) A library may release reserved materials to a family member or other person who resides with a library patron and who is picking up the material on behalf of the patron. A patron may request that reserved materials be released only to the patron.*



# OPERATIONS

## 275.761 MAINTENANCE OF EFFORT REQUIREMENTS REDUCED.

**(a) Notwithstanding any law to the contrary and except as provided in paragraphs (b) and (c), the amounts required to be expended under the maintenance of effort requirements for counties under sections 134.34, 245.4835, 256F.10, and 256F.13, are reduced to 90 percent of the amounts required for 2011.**

**(b) This section does not permit a county to reduce compliance with maintenance of effort requirements to the extent that the reduction would:**

- (1) require the state to expend additional money or incur additional costs; or
- (2) cause a reduction in the receipt by the state or the county of federal funds.

**(c) The commissioner of management and budget may determine the maintenance of effort requirements that are not permitted, in whole or in part, to be reduced under paragraph (b). The commissioner shall publish these determinations on the department's website and no county may reduce compliance with a maintenance of effort requirement that the commissioner determines is not subject to reduction.**

**(d) Notwithstanding any law to the contrary, the amounts required to be expended under the maintenance of effort requirements for all statutory and home rule charter cities under section 134.34 are reduced to 90 percent of the amounts required for 2011.**



# OPERATIONS

OPEN HOURS PER WEEK IN 2000: **58**  
 EMPLOYEES IN 2012: **12**

OPEN HOURS PER WEEK IN 2024: **36**  
 EMPLOYEES IN 2024: **8**

- FULL-TIME: **5**
- PART-TIME: **3**

**WHY ARE WE OPEN  
 MON-THURS 10AM-6PM  
 & FRI 10AM-2PM?**

Item 6.

## Monthly Activity Report - By Day-of-week for Jun 2019

Locations on this report: Grand Rapids Area Library

### Checkout

	SUN	MON	TUE	WED	THR	FRI	SAT	TOTAL
12:00AM	0	0	0	0	0	29	6	35
01:00AM	0	6	1	0	1	0	0	8
02:00AM	0	0	0	0	24	1	0	25
03:00AM	0	0	0	0	0	0	0	0
04:00AM	0	0	0	0	0	0	2	2
05:00AM	2	2	0	0	0	0	1	5
06:00AM	0	2	4	0	0	5	8	19
07:00AM	0	11	10	7	2	1	0	31
08:00AM	0	23	16	4	3	3	17	66
09:00AM	8	155	175	136	160	130	23	787
10:00AM	2	344	358	347	347	260	294	1952
11:00AM	2	532	489	271	341	318	372	2325
12:00PM	5	323	382	262	179	252	418	1821
01:00PM	8	376	229	220	183	218	249	1483
02:00PM	6	330	280	193	252	218	9	1288
03:00PM	3	341	127	186	206	182	3	1048
04:00PM	3	315	281	257	156	223	1	1236
05:00PM	1	129	205	184	204	3	11	737
06:00PM	4	151	109	220	117	2	1	604
07:00PM	9	4	11	3	0	10	1	38
08:00PM	10	2	4	3	1	1	1	22
09:00PM	3	4	7	5	11	3	6	39
10:00PM	9	8	1	2	1	2	2	25
11:00PM	2	7	0	0	3	6	0	18
<b>TOTAL</b>	<b>77</b>	<b>3065</b>	<b>2689</b>	<b>2300</b>	<b>2191</b>	<b>1867</b>	<b>1425</b>	<b>13614</b>

# OPERATIONS



## 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

*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.*

*Itasca County is supporting the Library near the level it did in 2012.*

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 sustainable.



# SERVICES: COLLECTIONS & COMMUNITY SPACES



OUTDOORS:  
MCCARTY  
MUSIC PARK

OUTDOORS:  
LIBRARY  
LAWN



FINDING YOUR WAY AROUND

**GRAND RAPIDS**  
AREA LIBRARY



# SERVICES: ONLINE TOOLS

## AVAILABLE 24/7/365 WITH A LIBRARY CARD:

- *Online Catalog at [alslib.info](http://alslib.info)*
- *Libby electronic books, audiobooks, and magazines (20% of checkouts are electronic materials)*
- *Electronic databases*



# SERVICES: GRAL BEYOND BOOKS

Unique in-person and online programming, to meet community needs

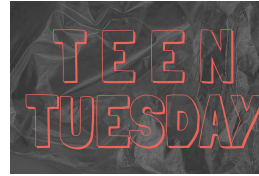


## LEGO CLUB

### ARTASTIC AT HOME!

WITH GRANDMA NANCY

GRAND RAPIDS AREALIBRARY & Mearly PRESENT **BookTime**

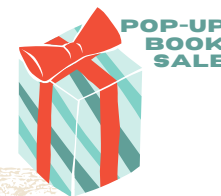
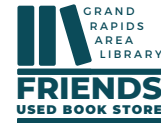


GRAND RAPIDS AREALIBRARY YA NEED TO READ THESE

GRAND RAPIDS AREALIBRARY ANNUAL **Puzzle PALOOZA**



2023 SUMMER READING **SUMMER CELEBRATION!**



## Teen Book Club

## MYSTERY MONDAY POP-UP BOOK SALE

Item 6. **ACTIVE SOCIAL MEDIA**

#gralbeyondbooks

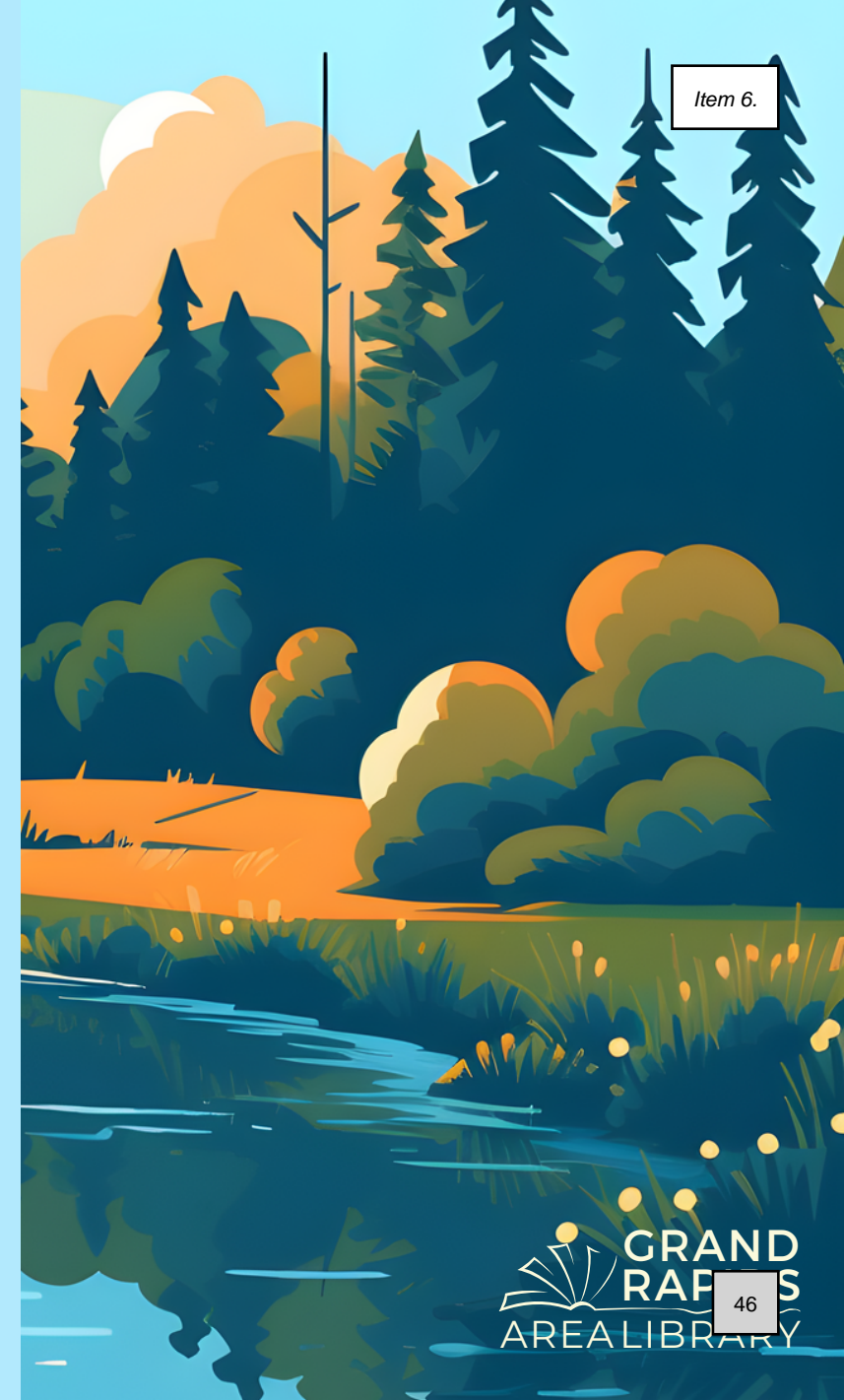


# COMMUNITY PARTNERSHIPS



## Arrowhead Library System

- *As an ALS member library, GRAL patrons have access to:*
  - *Inter-library loan*
  - *Mail-a-Book*
  - *Bookmobile*
- *\$50,000 in-kind IT support*
  - *Online catalog*
  - *Research databases*
  - *Libby collection*
- *Monthly take-and-create programming*
- *Quality in-person programming and promotions, funded in part or in whole with money from Minnesota's Arts and Cultural Heritage Fund (ACFH).*



Item 6.

# COMMUNITY PARTNERSHIPS: VOLUNTEERS

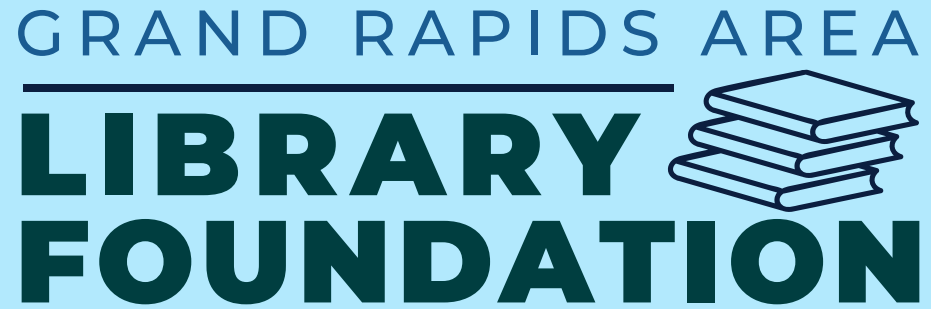
Item 6.

## GRAND RAPIDS AREA LIBRARY 2023 VOLUNTEER REPORT

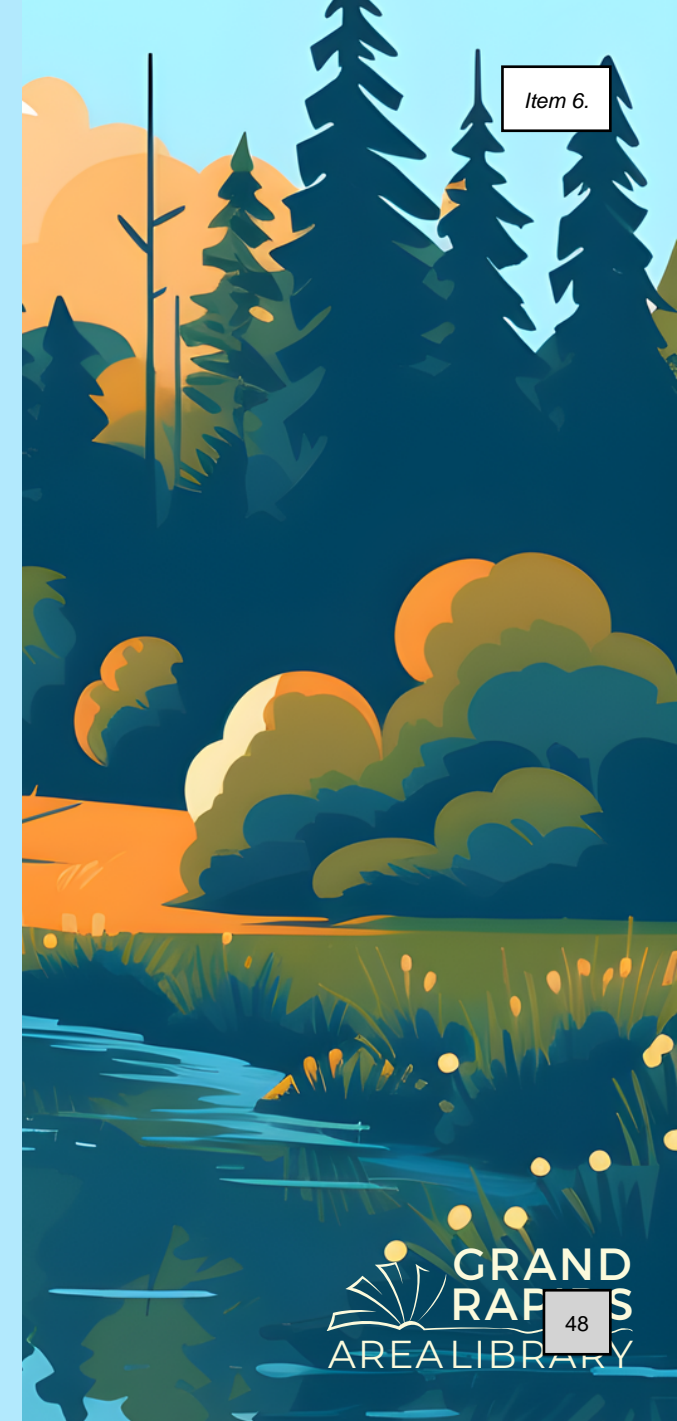
Month	Regular Volunteers		RSVP Volunteers		Library Board		Library Friends		Library Foundation		Total	Total
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	30	147.50	6	93.50	9	9.00	11	49.50	2	5.50	36	241.00
February	29	115.25	7	80.75	7	7.00	8	39.00	6	14.00	36	196.00
March	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	39	258.00	8	132.50	8	29.00	10	110.00	1	2.00	47	390.50
September	32	142.50	8	95.25	8	13.00	10	50.00	8	21.00	40	237.75
October	23	125.50	7	106.50	8	8.00	6	46.25	1	4.00	30	232.00
November	31	144.00	7	134.00	9	9.00	10	95.25	5	11.00	38	278.00
December	24	117.50	8	82.00	8	8.00	7	43.75	1	8.00	32	199.50
<b>Total</b>		<b>1,770.00</b>		<b>1,290.75</b>		<b>119.00</b>		<b>826.50</b>		<b>96.50</b>	<b>78*</b>	<b>3,060.75</b>



# COMMUNITY PARTNERSHIPS: GRAND RAPIDS AREA LIBRARY FOUNDATION



[glibraryfoundation.org](http://glibraryfoundation.org)



Item 6.



# COMMUNITY PARTNERSHIPS: GRAND RAPIDS AREA LIBRARY FRIENDS



[facebook.com/gralfriends](https://facebook.com/gralfriends)



# COMMUNITY PARTNERSHIPS



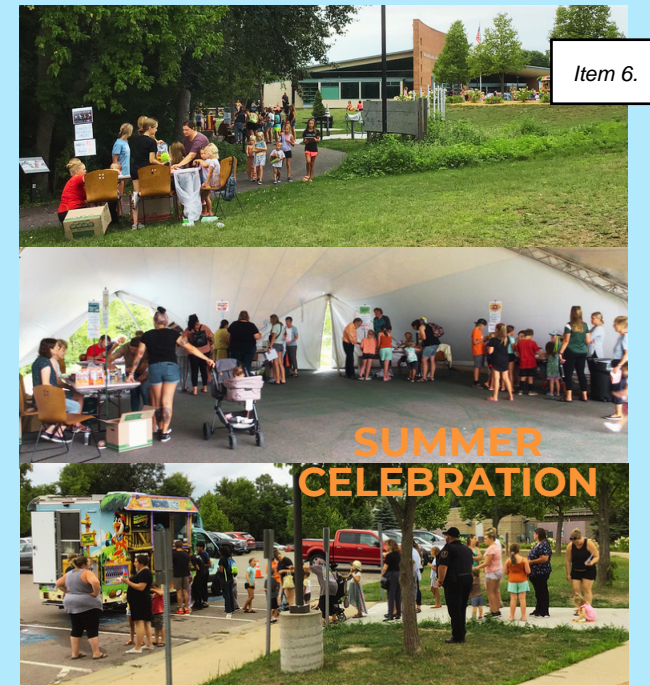
RIVERFEST



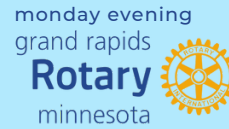
MCCARTY PARK



PUBLIC ART



Item 6.

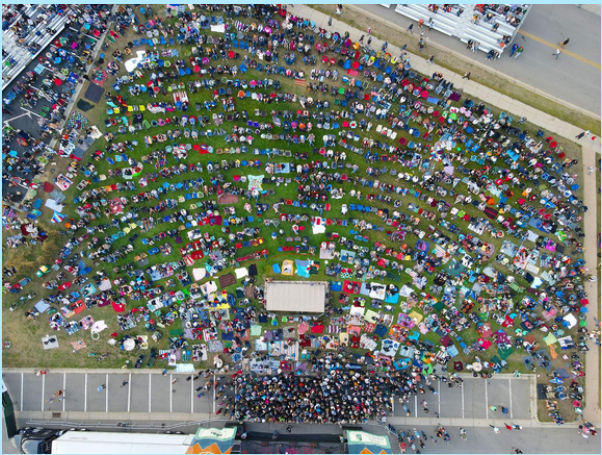


United Way of 1000 Lakes



# COMMUNITY PARTNERSHIPS: RIVERFEST

Item 6.



# CHALLENGES

## 1 MAINTAINING SERVICE LEVELS

*The balance between public expectations of open hours and services, against available funding.*

## 2 BUILDING MAINTENANCE

- *Phase I of the Façade Maintenance & Repair plan was completed in late fall 2023.*
- *Phase II includes necessary roof replacement.*

## 3 EQUITABLE FUNDING

- *Despite accounting for more than 50% of use, the County pays less than 15% of our budget.*
- *We need to work together to change this structure.*



Item 6.

 **GRAND  
RAPIDS**  
AREALIBRARY

**QUESTIONS?**

Monthly Report - Overview for Mar 2024

Locations on this report: Grand Rapids Area Library

Checkout

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
1st Time	9922	9247	7	10774	-8	29630	28542	3
Phone Renewal	268	296	-10	373	-29	797	918	-14
Renewal	220	189	16	176	25	634	457	38
Opac Renewal	651	548	18	721	-10	1701	1960	-14
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
<b>Total</b>	<b>11061</b>	<b>10280</b>	<b>7</b>	<b>12044</b>	<b>-9</b>	<b>32762</b>	<b>31877</b>	<b>2</b>

Checkout Stock Rotation

Description	Mar 2024	Feb 2024	%chg	Mar 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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Checkin

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
Normal	9056	8436	7	9212	-2	25581	24619	3
Late	1795	1792	0	2052	-13	5718	5441	5
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
<b>Total</b>	<b>10851</b>	<b>10228</b>	<b>6</b>	<b>11264</b>	<b>-4</b>	<b>31299</b>	<b>30060</b>	<b>4</b>

Requests Placed

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
Placed	2186	2289	-5	2185	0	6838	6176	10
Total	2186	2289	-5	2185	0	6838	6176	10

## Requests Resolved

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
Cancelled	122	75	62	125	-3	298	332	-11
Filled	3050	3113	-3	3217	-6	9721	9171	5
Expired	3	1	200	0	100	6	9	-34
Total	3175	3189	-1	3342	-5	10025	9512	5

## Holds Resolved

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
Picked Up	2078	1883	10	1899	9	6216	5395	15
Cancelled	0	0	0	7	-100	0	24	-100
Expired	135	153	-12	116	16	408	348	17
Total	2213	2036	8	2022	9	6624	5767	14

## Overdues

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
1st Notice	573	556	3	536	6	1560	1291	20
2nd Notice	5	1	400	3	66	9	8	12
3rd Notice	1	0	100	1	0	2	3	-34
4th Notice	1	0	100	0	100	1	2	-50
5th Notice	1	0	100	0	100	2	1	100
Final Notice	0	0	0	0	0	0	2	-100
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	136	165	-18	116	17	512	396	29
Total	717	722	-1	656	9	2086	1703	22

## Borrower Delta

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
New (Manual)	79	78	1	105	-25	237	333	-29
Deleted (Manual)	9	11	-19	9	0	23	26	-12
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0

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Total	88	89	-2	114	-23	260	359	-28

Bib Delta

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
New (Manual)	66	122	-46	185	-65	378	535	-30
Deleted (Manual)	266	309	-14	351	-25	834	539	54
New (Batch)	43	202	-79	133	-68	297	241	23
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	375	633	-41	669	-44	1509	1315	14

Auth Delta

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	0	1	-100	0	0	2	2	0
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	0	1	-100	0	0	2	2	0

Item Delta

Description	Mar 2024	Feb 2024	%chg	Mar 2023	%chg	2024 YTD	2023 YTD	%chg
New (Manual)	307	608	-50	505	-40	1348	1512	-11
Deleted (Manual)	525	460	14	300	75	2031	1177	72
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	832	1068	-23	805	3	3379	2689	25

Acquisitions Activities

Description	Mar 2024	Feb 2024	%chg	Mar 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	166	183	-10	320	-49	534	843	-37
Items Rcvd by Ven	174	185	-6	329	-48	547	865	-37
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	340	368	-8	649	-48	1081	1708	-37



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

	<b>March</b>	<b>YTD 2024</b>
<b>Door Count</b>	<b>5092</b>	<b>14712</b>
<b>Reference Questions</b>	<b>208</b>	<b>586</b>
<b>Computer Help Over 5 Minutes</b>	<b>16</b>	<b>58</b>
<b>Tests Proctored</b>	<b>1</b>	<b>2</b>
<b>Public Computer Use: Sessions</b>	<b>174</b>	<b>558</b>
<b>Public Computer Use: Hours</b>	<b>128</b>	<b>444</b>
<b>Special Computer Sessions</b>	<b>122</b>	<b>350</b>
<b>Passports Accepted</b>	<b>86</b>	<b>284</b>

# March 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 <del>97685</del>	2 1
3	4 98,031 <del>98,031</del> VOTING 7:00 10	5 98,578 VOTING 10	6 98821 5	7 99084 5	8 99272 0	9 30
10	11 99508 2	12 99757 3	13 100086 6	14 100326 1	15 100,470 2	16 14
17	18 10076 AD FTO 5	19 101,064 AD FTO 1	20 101334 AD FTO 1	21 101,567 AD FTO 3	22 101,756 AD FTO 2	23 17
24	25 101867 * Closed @ 4:00 5	26 101,962 2	27 102,221 4	28 102576 7	29 102,777 4	30 24
31						

# March 2024

TP=) Item 7.

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

# GRAL Children's Library Monthly Statistics

## March 2024

### Online Storytime

Programs: 4

Facebook views: 545

YouTube views: 204

Total views: 749

### Artastic

Programs: 1

Facebook views: 85

YouTube views: 57

Total views: 142

Kits handed out: 144

<b>Programs:</b>	<b><u>Date</u></b>	<b><u>Name of Program</u></b>	<b><u>Number of people</u></b>
	3/05	Book Time	19
	3/12	Book Time	10
	3/14	Lego Club	14
	3/19	Book Time	8
	3/20	Afterschool STEAM	42
	2/28	Page Turners Club	6

Book Times : 3

People: 37

Library Programs: 3

People: 62

**Total Programs: 6    People: 99**

**Class Visit: 3 groups    People: 101**

- Cohasset Fourth Grade: 52
- RJEMS SPED: 9
- St. Joe's Preschool 40

**Reference Questions 2024: 626**

**Reference Questions 2023: 488**

# March 2024

Item 7.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 2					1 23	2 23
3	4 31	5 25	6 41	7 64	8 41	9 2021
10	11 21	12 28	13 32	14 20	15 11	16 112
17	18 32	19 24	20 46	21 17	22 No school 47	23 166
24	25 SNOW DAY CLOSURE 19	26 3	27 28	28 No school 67	29 No school 8	30 123
31						626

### 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	27.00	8	43.25	1	8.00	30	243.50
February	31	159.75	7	101.25	7	27.00	11	77.50	9	20.00	38	261.00
March	24	146.25	7	65.00	7	27.00	8	50.25	2	11.00	31	211.25
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
<b>Total</b>		<b>447.75</b>		<b>268.00</b>		<b>81.00</b>		<b>171.00</b>		<b>39.00</b>	<b>*</b>	<b>715.75</b>

Well, in like a lamb, and out like a lion, right? Although a four-day snow event was not on my wish list, at least it feels a little more normal. March has been a great month in Childrens!

1. Gramma Pat (Fideldy) continues to donate her time to Online Storytime. Thankfully, we are able to continue this important outreach during Teacher Missy's absence. Teacher Missy will, hopefully, come back to us in the next month or two. Meanwhile, thank you, Gramma Pat!
2. Dion had a great visit with the Cohasset 4<sup>th</sup> graders, teaching a lesson about sources, and how different assignments might require different sources. They did an activity in which the students chose which sources (print, online, articles, or people) might be most valuable for a series of different scenarios.
3. For the second year, the St. Joseph preschool had an entire 3-hour class day at the library! Truthfully, I was reluctant when the teacher suggested it last year, as I could see a hundred reasons why this could go south. But, their licensing requires all students to be transported by their own family, so, no group field trips can happen outside of that restriction. Cindy Eckert, preschool teacher extraordinaire, proposed that they have their class at the library...and it was fabulous! She was so well organized, and each child has their own grown-up to help them with a library lesson. They spend most of their day in the Library Program room, with small groups coming into the library for specific tasks, or a meeting with me. Mrs. Eckert puts a lot of hard work into making this a valuable, and fun, day for her students. I can honestly say I hope they do it next year, as well.
4. Lego club and STEAM with the Bell Museum were both popular programs in March. Page Turners book club had their meeting postponed due to the snow but met a few days later. Teen Book club was postponed to the first week in April.
5. I, along with Lisa Tabbert of the Grand Rapids Area Library Foundation, had the opportunity to talk to the AAUW (American Association of University Women) about the impact that support groups like the Foundation and the Friends of the Library have on GRAL. The talk was well-received, and, as always, I appreciate the opportunity to spread the library messages to the community.

Happy Reading!