



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

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.

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 06-14-2023.

COMMUNICATIONS:

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

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

CONSENT AGENDA (Roll Call Vote Required):

3. Consider accepting donations as listed.

REGULAR AGENDA:

4. 2024 Budget Update
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.

UPDATES:

Friends

Foundation

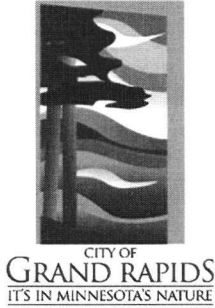
STAFF REPORTS:

6. Library Reports and Statistics

ADJOURNMENT:

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

ATTEST: Will Richter, Director of Library Services



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, June 14, 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, June 14, 2023 at 5:00 PM.

CALL TO ORDER:

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

CALL OF ROLL:

Present: Barr, Dobbs, Lassen, Martin, Richards, Squadroni (5:05 PM)

Absent: Blocker, Kee, Teigland

APPROVAL OF AGENDA:

Motion to approve agenda as presented

Mover: Richards

Seconder: Lassen

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 05-10-2023.

Motion to approve Minutes as presented

Mover: Richards

Secunder: Lassen

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: Richards

Secunder: Dobbs

Result: Passed 5-0 roll-call

Aaron Squadroni joined the meeting

CONSENT AGENDA (Roll Call Vote Required):

3. Consider accepting donations as listed on Donation Resolution 2023-7.

4. Consider approval of contracts for Summer Reading programs.

Motion to approve the Consent Agenda as presented

Mover: Dobbs

Secunder: Richards

Result: Passed 6-0 roll-call

REGULAR AGENDA:

5. Arrowhead Library System 2023 Budget

Informational

6. Library Facade Repair Project Update

Informational

UPDATES:

Friends

By Lassen: annual meeting was well attended (45+), lots of signups and renewals. Book sale is 7/7 & 7/8 at CPC.

Foundation

By Barr: next meeting is in September

STAFF REPORTS:

7. May 2023 Library Reports and Statistics

Informational

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:29 PM

NEXT REGULAR MEETING IS SCHEDULED FOR JULY 12, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 06/07/2023
 TIME: 15:35:08
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/14/2023

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	403.66
0201428	BAKER & TAYLOR LLC	2,884.68
0212124	BLACKSTONE PUBLISHING	454.81
0701650	GARTNER REFRIGERATION CO	594.03
0718010	CITY OF GRAND RAPIDS	2,903.10
0914325	INGRAM ENTERTAINMENT INC.	225.79
0914800	INVEST EARLY PROJECT	200.00
1901535	SANDSTROM'S INC	212.54
1920065	STAR TRIBUNE	699.30
2018228	TREETOP PRODUCTS INC	1,943.82
2114356	UNIQUE MANAGEMENT SERVICES	104.85
T001413	LAKE COUNTRY HEARTH & PATIO	3,962.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$14,677.02

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0113105	AMAZON CAPITAL SERVICES	257.34
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	44,829.57
1301146	MARCO TECHNOLOGIES, LLC	120.43
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	482.42
1309335	MINNESOTA REVENUE	54.87
1516220	OPERATING ENGINEERS LOCAL #49	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS	317.04
1621130	P.U.C.	2,389.94
2209665	VISA	493.40
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$58,781.67

TOTAL ALL DEPARTMENTS \$73,458.69

RESOLUTION NO. 2023-7
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

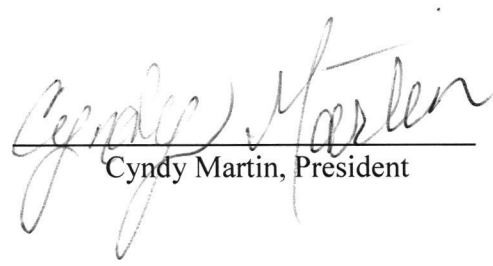
WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

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 \$3,449.53 Summer Reading Program supplies, Children's Library Furniture, Media Drop installation, April Online Story Time

Grand Rapids Area Library Friends \$3,962.00 Yard Furniture

Adopted this 14th day of June 2023



Cindy Martin, President



Deb Kee, Secretary



June 14, 2023

Emily Lindner
23222 Old Stones Throw Road
Grand Rapids, MN 55744

Dear Ms. Lindner:

I am pleased that you will be leading a series of three book club meetings developed for school age children. These programs will be held June 20, 2023, July 11, 2023, and August 8, 2023.

The Library will pay you \$100 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. In addition, the Library will pay you \$50 for program materials and snacks, for a total payment of \$150 per program. Payments will be made monthly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract, and a completed W-9 form, to the library.

My e-mail is: wrichter@ci.grand-rapids.mn.us. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Emily Lindner
Signature

6/14/23
Date

Approved for the Board of Directors:

Will Richter

6/14/23



June 14, 2023

Isabelle Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of eight weekly Lego programs developed for school age children. These programs will be held 6/9/2023, 6/16/2023, 6/23/2023, 6/30/2023, 7/7/2023, 7/14/2023, 7/21/2023, 7/28/2023.

The Library will pay you \$50 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. Payments will be made weekly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract, and a completed W-9 form, to the library.

My e-mail is: wrichter@ci.grand-rapids.mn.us. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Isabelle Pratto
Signature

6/14/2023
Date

Approved for the Board of Directors:

Candice Farless

6/14/2023



June 14, 2023

Madelyn Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of eight weekly Lego programs developed for school age children. These programs will be held 6/9/2023, 6/16/2023, 6/23/2023, 6/30/2023, 7/7/2023, 7/14/2023, 7/21/2023, 7/28/2023.

The Library will pay you \$50 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. Payments will be made weekly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract, and a completed W-9 form, to the library.

My e-mail is: wrichter@ci.grand-rapids.mn.us. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Madelyn Pratto
Signature

6/14/2023
Date

Approved for the Board of Directors:

Cydney Foster

6/14/2023

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

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/12/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0100010 5 STAR PEST CONTROL &								
18407-L	06/07/23	01	SPIDER SPRAY LIBRARY	211-00-75-30-4010	20231620		07/12/23	525.00
				BUILDING MAINT/REPAIRS				
							INVOICE TOTAL:	525.00
							VENDOR TOTAL:	525.00
0100053 AT&T MOBILITY								
L	06/12/23	01	LIB MAY SERVICE	999-99-00-00-1000			07/12/23	54.34
				HOLDING ACCOUNT				
		02	LIB JUNE SERVICE	999-99-00-00-1000				54.34
				HOLDING ACCOUNT				
		03	LIB CREDIT	999-99-00-00-1000				-130.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	-21.32
							VENDOR TOTAL:	-21.32
0113105 AMAZON CAPITAL SERVICES								
L	05/22/23	01	CREDIT PLAYING IT SAFE BOOK	999-99-00-00-1000			07/12/23	-1.21
				HOLDING ACCOUNT				
		02	7 BOOKS	999-99-00-00-1000				166.85
				HOLDING ACCOUNT				
		03	PAINT SET, BOOK, CRAYONS,PAPER	999-99-00-00-1000				380.63
				HOLDING ACCOUNT				
							INVOICE TOTAL:	546.27
							VENDOR TOTAL:	546.27
0113231 AMERICAN LIBRARY ASSOCIATION								
L	07/05/23	01	FUNDMNTLS OF CATALOGING TRG	999-99-00-00-1000			07/12/23	249.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	249.00
							VENDOR TOTAL:	249.00
0118100 ARAMARK UNIFORM SERVICES								

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

0118100	ARAMARK UNIFORM SERVICES							
2630157738-L	06/27/23	01	MATS NYLON RUBBER	211-00-75-30-3070	20231834		07/12/23	34.36
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20231834			21.88
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		56.24
						VENDOR TOTAL:		56.24
0201428	BAKER & TAYLOR LLC							
2037572083-L	06/07/23	01	4 BOOKS/#209977 L411199	211-00-75-20-2110	20231653		07/12/23	63.74
				BOOKS				
						INVOICE TOTAL:		63.74
2037573931-L	06/07/23	01	2 BOOKS/#209977 L411199	211-00-75-20-2110	20231654		07/12/23	27.15
				BOOKS				
						INVOICE TOTAL:		27.15
2037583123-L	06/07/23	01	57 BOOKS/#209977 L025981	211-00-75-20-2110	20231621		07/12/23	776.42
				BOOKS				
						INVOICE TOTAL:		776.42
2037588495-L	06/08/23	01	20 BOOKS/#209977 L025981	211-00-75-20-2110	20231619		07/12/23	294.82
				BOOKS				
						INVOICE TOTAL:		294.82
2037592928-L	06/10/23	01	45 BOOKS/#209977 L025981	211-00-75-20-2110	20231658		07/12/23	472.85
				BOOKS				
						INVOICE TOTAL:		472.85
2037596166-L	06/15/23	01	4 BOOKS/#209977 L411199	211-00-75-20-2110	20231748		07/12/23	84.35
				BOOKS				
						INVOICE TOTAL:		84.35
2037600723-L	06/14/23	01	20 BOOKS/#209977 L025981	211-00-75-20-2110	20231724		07/12/23	285.89
				BOOKS				
						INVOICE TOTAL:		285.89

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

0201428 BAKER & TAYLOR LLC								
2037601565-L	06/20/23	01	5 BOOKS/#209977 L411199	211-00-75-20-2110	20231791		07/12/23	95.89
				BOOKS				
							INVOICE TOTAL:	95.89
2037615650-L	06/22/23	01	28 BOOKS/#209977 L025981	211-00-75-20-2110	20231812		07/12/23	382.10
				BOOKS				
							INVOICE TOTAL:	382.10
2037618367-L	06/23/23	01	22 BOOKS/#209977 L025981	211-00-75-20-2110	20231813		07/12/23	260.76
				BOOKS				
							INVOICE TOTAL:	260.76
2037626377-L	06/28/23	01	14 BOOKS/#209977 L411199	211-00-75-20-2110	20231892		07/12/23	213.31
				BOOKS				
							INVOICE TOTAL:	213.31
5018417395-L	06/21/23	01	1 BOOK/#209977 L025981	211-00-75-20-2110	20231838		07/12/23	19.70
				BOOKS				
							INVOICE TOTAL:	19.70
							VENDOR TOTAL:	2,976.98
0212124 BLACKSTONE PUBLISHING								
2105119-L	06/08/23	01	3 CDS/#101678	211-00-75-20-2120	20231723		07/12/23	141.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	141.00
2105958-L	06/15/23	01	IDENTITY CD	211-00-75-20-2120	20231836		07/12/23	47.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	47.00
2106177-L	06/16/23	01	ZERO DAYS CD	211-00-75-20-2120	20231837		07/12/23	47.00
				AUDIO/VISUAL				
		02	THE FIRST LADIES CD	211-00-75-20-2120	20231837			44.24
				AUDIO/VISUAL				
							INVOICE TOTAL:	24
							VENDOR TOTAL:	24

14

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

0305485 CENGAGE LEARNING INC								
81358562-L	06/08/23	01	2 BOOKS/#154757	211-00-75-20-2110	20231758		07/12/23	51.73
				BOOKS				
							INVOICE TOTAL:	51.73
81432857-L	06/21/23	01	3 BOOKS/#154757	211-00-75-20-2110	20231891		07/12/23	77.97
				BOOKS				
							INVOICE TOTAL:	77.97
							VENDOR TOTAL:	129.70
0315455 COLE HARDWARE INC								
57839-L	06/16/23	01	CABLE/ROPE CLIPS OUTDOOR FURN	211-00-75-20-2150	20231705		07/12/23	34.74
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	34.74
							VENDOR TOTAL:	34.74
0605191 FIDELITY SECURITY LIFE								
L	06/12/23	01	LIB VISION JUN	999-99-00-00-1000			07/12/23	6.90
				HOLDING ACCOUNT				
							INVOICE TOTAL:	6.90
							VENDOR TOTAL:	6.90
0718010 CITY OF GRAND RAPIDS								
23/338-L	06/13/23	01	SIDEWALK & PICNIC TABLE PAD	211-00-75-30-4015	20231656		07/12/23	3,500.00
				GROUNDS MAINTENANCE				
							INVOICE TOTAL:	3,500.00
23/344-L	06/13/23	01	JUN JANITORIAL SERVICE	211-00-75-30-3090	20231657		07/12/23	1,700.00
				JANITORIAL SERVICES				
							INVOICE TOTAL:	1,700.00
							VENDOR TOTAL:	5,200.00
0718015 GRAND RAPIDS CITY PAYROLL								

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

0718015	GRAND RAPIDS CITY PAYROLL							
L	05/19/23	01	LIB PAYROLL 5/19/23	999-99-00-00-1000			07/12/23	21,328.58
				HOLDING ACCOUNT				
		02	LIB PAYROLL 6/2/23	999-99-00-00-1000				21,284.45
				HOLDING ACCOUNT				
		03	LIB PAYROLL 6/16	999-99-00-00-1000				21,294.40
				HOLDING ACCOUNT				
							INVOICE TOTAL:	63,907.43
							VENDOR TOTAL:	63,907.43
0914325	INGRAM ENTERTAINMENT INC.							
71857-L	06/12/23	01	5 DVDS/C#3206981	211-00-75-20-2120	20231681		07/12/23	114.28
				AUDIO/VISUAL				
							INVOICE TOTAL:	114.28
							VENDOR TOTAL:	114.28
0914540	INNOVATIVE OFFICE SOLUTIONS LL							
IN4226112-L	06/12/23	01	TONER 414A BK	211-00-75-20-2060	20231618		07/12/23	193.22
				COMPUTER SUPPLIES				
		02	TONER 414A YL	211-00-75-20-2060	20231618			125.73
				COMPUTER SUPPLIES				
		03	LABEL ADRS	211-00-75-20-2010	20231618			114.34
				OFFICE SUPPLIES				
		04	DISPENSER DRYLINE CORR	211-00-75-20-2010	20231618			11.40
				OFFICE SUPPLIES				
		05	WIPES CLX DISF	211-00-75-20-2010	20231618			49.67
				OFFICE SUPPLIES				
		06	SURCHARGE/C#NB07789	211-00-75-20-2010	20231618			3.00
				OFFICE SUPPLIES				
							INVOICE TOTAL:	497.36
IN4246213-L	06/30/23	01	TAPE	211-00-75-20-2010	20231893		07/12/23	46.23
				OFFICE SUPPLIES				

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

0914540	INNOVATIVE OFFICE SOLUTIONS LL							
IN4246213-L	06/30/23	02	TONER 414A BK	211-00-75-20-2060	20231893		07/12/23	96.61
				COMPUTER SUPPLIES				
		03	TONER 414A YL	211-00-75-20-2060	20231893			125.73
				COMPUTER SUPPLIES				
		04	TONER 414A CN	211-00-75-20-2060	20231893			125.73
				COMPUTER SUPPLIES				
		05	MARKER SHARPIE FINE PT	211-00-75-20-2010	20231893			12.12
				OFFICE SUPPLIES				
		06	STAPLES	211-00-75-20-2010	20231893			9.24
				OFFICE SUPPLIES				
		07	SURCHARGE/C#NB07789	211-00-75-20-2010	20231893			3.00
				OFFICE SUPPLIES				
							INVOICE TOTAL:	418.66
							VENDOR TOTAL:	916.02
0914800	INVEST EARLY PROJECT							
3484-L	05/31/23	01	MAY 2023 STORY TIME	211-00-75-30-3100	20231605		07/12/23	400.00
				OTHER CONTRACTED SERVICES				
							INVOICE TOTAL:	400.00
							VENDOR TOTAL:	400.00
1205850	LEXIS NEXIS							
37397699-L	06/15/23	01	MN EMPLOYMENT REL #51	211-00-75-20-2110	20231835		07/12/23	346.00
				BOOKS				
		02	S & H/#2837262001	211-00-75-20-2110	20231835			36.31
				BOOKS				
							INVOICE TOTAL:	382.31
							VENDOR TOTAL:	382.31
1209520	EMILY LINDNER							
L	06/26/23	01	BOOK CLUB MEETING 6/20/23	999-99-00-00-1000			07/12/23	150.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

1301146	MARCO TECHNOLOGIES, LLC							
L	06/12/23	01	LIB JUN COPIER LEASE	999-99-00-00-1000 HOLDING ACCOUNT			07/12/23	120.43
							INVOICE TOTAL:	120.43
							VENDOR TOTAL:	120.43
1305203	APG MEDIA OF MINNESOTA, LLC							
MDN-134700/2023-L	07/01/23	01	LIBR RENEWAL MDN-134700	211-00-75-20-2130 NEWSPAPERS	20231794		07/12/23	227.55
							INVOICE TOTAL:	227.55
							VENDOR TOTAL:	227.55
1305725	METROPOLITAN LIFE INSURANCE CO							
L	05/30/23	01	LIB JUN SUPP/LIFE INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			07/12/23	75.72
							INVOICE TOTAL:	75.72
							VENDOR TOTAL:	75.72
1309199	MINNESOTA ENERGY RESOURCES							
L	06/20/23	01	LIB MAY NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			07/12/23	59.77
							INVOICE TOTAL:	59.77
							VENDOR TOTAL:	59.77
1309335	MINNESOTA REVENUE							
L	06/20/23	01	LIB MAY SALES TAX PAYBLE	999-99-00-00-1000 HOLDING ACCOUNT			07/12/23	31.36
							INVOICE TOTAL:	31.36
							VENDOR TOTAL:	31.36
1309525	UNIVERSITY OF MN (MINITEX)							

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

1309525 UNIVERSITY OF MN (MINITEX)								
2180001540-L	06/28/23	01	AUG-DEC 2023 B&T ONLINE	211-00-75-30-4030	20231863		07/12/23	770.42
				ONLINE SERVICES				
		02	JAN-JUL2024 B&T ONLINE/5010060	211-00-00-00-1550	20231863			1,078.58
				PREPAID ITEMS				
							INVOICE TOTAL:	1,849.00
							VENDOR TOTAL:	1,849.00
1516220 OPERATING ENGINEERS LOCAL #49								
L	06/12/23	01	LIB JUL HEALTH INS PREM	999-99-00-00-1000			07/12/23	9,162.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	9,162.00
							VENDOR TOTAL:	9,162.00
1601655 PARACLETE PRESS INC								
744596-L	06/14/23	01	8 BOOKS	211-00-75-20-2110	20231752		07/12/23	139.95
				BOOKS				
		02	SHIPPING/C#151229	211-00-75-20-2110	20231752			12.58
				BOOKS				
							INVOICE TOTAL:	152.53
							VENDOR TOTAL:	152.53
1601750 PAUL BUNYAN COMMUNICATIONS								
L	06/05/23	01	LIB SERV & LINE CHARGES JUN	999-99-00-00-1000			07/12/23	319.95
				HOLDING ACCOUNT				
							INVOICE TOTAL:	319.95
							VENDOR TOTAL:	319.95
1612225 PLAYAWAY PRODUCTS LLC								
431802-L	06/12/23	01	5 PLAYAWAYS	211-00-75-20-2120	20231624		07/12/23	352.70
				AUDIO/VISUAL				
							INVOICE TOTAL:	352.70
							VENDOR TOTAL:	352.70

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

INVOICES DUE ON/BEFORE 07/12/2023

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

1618119	ISABELLA A PRATTO							
L	06/20/23	01	LEGO PROGRAM 6/9/23	999-99-00-00-1000			07/12/23	50.00
				HOLDING ACCOUNT				
		02	LEGO PROGRAM 6/16/23	999-99-00-00-1000				50.00
				HOLDING ACCOUNT				
		03	LEGO PROGRAM 6/23/23	999-99-00-00-1000				50.00
				HOLDING ACCOUNT				
		04	LEGO PROGRAM 6/30/23	999-99-00-00-1000				50.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	200.00
							VENDOR TOTAL:	200.00
1618120	MADELYN R PRATTO							
L	06/20/23	01	LEGO PROGRAM 6/9/23	999-99-00-00-1000			07/12/23	50.00
				HOLDING ACCOUNT				
		02	LEGO PROGRAM 6/16/23	999-99-00-00-1000				50.00
				HOLDING ACCOUNT				
		03	LEGO PROGRAM 6/23/23	999-99-00-00-1000				50.00
				HOLDING ACCOUNT				
		04	LEGO PROGRAM 6/30/23	999-99-00-00-1000				50.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	200.00
							VENDOR TOTAL:	200.00
1813123	RMC IMAGING, INC							
2812-L	06/15/23	01	VIEWSKAN 4 DGTL READER PRINTER	211-00-75-50-5500	20231692		07/12/23	7,575.00
				EQPT/MACH/FURN/FIX				
		02	SECOND YEAR ON-SITE SUPPORT	211-00-00-00-1550	20231692			424.00
				PREPAID ITEMS				
		03	32" LANDSCAPE MONITOR	211-00-75-50-5500	20231692			245.00
				EQPT/MACH/FURN/FIX				
		04	FREIGHT AND HANDLING	211-00-75-50-5500	20231692			78.00
				EQPT/MACH/FURN/FIX				
							INVOICE TOTAL:	8,322.00
							VENDOR TOTAL:	8,322.00

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

DATE: 07/06/23
 TIME: 14:22:21
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2. 10

INVOICES DUE ON/BEFORE 07/12/2023

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

1901535 SANDSTROM'S INC								
461200-L	06/12/23	01	TOWEL ROLL WHT	211-00-75-20-2150	20231923		07/12/23	56.36
				MAINTENANCE TOOLS/SUPPLIES				
		02	TOIL TISS	211-00-75-20-2150	20231923			44.57
				MAINTENANCE TOOLS/SUPPLIES				
		03	FOAM HAND SOAP	211-00-75-20-2150	20231923			42.60
				MAINTENANCE TOOLS/SUPPLIES				
		04	BWL CLNR	211-00-75-20-2150	20231923			47.75
				MAINTENANCE TOOLS/SUPPLIES				
		05	URINAL SCR/C#320023	211-00-75-20-2150	20231923			24.94
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	216.22
							VENDOR TOTAL:	216.22
1903340 SVL SERVICE CORPORATION								
SVC-203860-L	06/20/23	01	ANNUAL CONTRACT HVAC JUN-DEC23	211-00-75-30-4000	20231793		07/12/23	1,723.17
				MAINTENANCE CONTRACTS				
		02	ANNUAL CONTRACT HVAC JAN-MAY24	211-00-00-00-1550	20231793			1,230.83
				PREPAID ITEMS				
							INVOICE TOTAL:	2,954.00
							VENDOR TOTAL:	2,954.00
2018680 TRU NORTH ELECTRIC LLC								
1429-L	06/27/23	01	LABOR RPL LIGHTS QT STUDY/MEZZ	211-00-75-30-4010	20231869		07/12/23	480.00
				BUILDING MAINT/REPAIRS				
		02	24 LED DISC LIGHTS/2 WAFER LTS	211-00-75-30-4010	20231869			552.48
				BUILDING MAINT/REPAIRS				
							INVOICE TOTAL:	1,032.48
							VENDOR TOTAL:	1,032.48
2301700 WM CORPORATE SERVICES, INC								
L	06/12/23	01	LIB MAY SERVICE	999-99-00-00-1000			07/12/23	141.62
				HOLDING ACCOUNT				
							INVOICE TOTAL:	141.62
							VENDOR TOTAL:	141.62
							TOTAL ALL INVOICES:	101,270.12

21 62

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE SIX MONTHS ENDING JUNE 30, 2023
With Comparative Totals for June 30, 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	4,800	-	128,000	0%
Charges for Services	21,429	31,640	28,081	113%
Fines & Forfeits	13	45	-	0%
GR Library Foundation	8,697	7,842	-	0%
Miscellaneous	10,809	19,814	5,800	342%
Other Sources-Operating Transfer	-	4,452	4,452	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	480,974	481,905	925,664	52%
Expenditures:				
Personnel	296,322	327,083	686,946	48%
Supplies/Materials	58,863	51,940	90,218	58%
Other Services/Charges	71,382	73,361	148,500	49%
TOTAL EXPENDITURES	426,567	452,384	925,664	49%
OPERATING SURPLUS (DEFICIT)	54,407	29,521	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	7,898	-	0%
Fund Balance 6/30/XX				
Cash Flow	510,376	478,102	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 6/30/XX	\$ 710,934	\$ 723,271	\$ 701,648	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$35,817 as of 4/30/23. This endowment is not available for current operations.

Accumulated Energy Rebates \$4,533

FUND: PUBLIC LIBRARY
 FOR 6 PERIODS ENDING JUNE 30, 2023

ACCOUNT #	DESCRIPTION	BALANCE 01/01/23	NET DEBITS	NET CREDITS	BALANCE 06/30/23
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	278,865.63	278,865.63	0.00
211-00-00-00-1010	CASH	703,040.65	505,009.53	497,945.44	710,104.74
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	23,428.26	14,264.21
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	12,735.14	10,567.35
TOTAL		756,234.26	838,441.53	817,726.01	776,949.78
TOTAL ASSETS		756,234.26	838,441.53	817,726.01	776,949.78
LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	17,938.91	498,210.44	497,018.21	16,746.68
211-00-00-00-2030	SALES TAX PAYABLE	0.00	190.93	234.60	43.67
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	508,727.46	497,252.81	43,111.35

FUND: PUBLIC LIBRARY
 FOR 6 PERIODS ENDING JUNE 30, 2023

ACCOUNT #	DESCRIPTION	BALANCE 01/01/23	NET DEBITS	NET CREDITS	BALANCE 06/30/23
<hr/>					
TOTAL LIABILITIES		54,586.00	508,727.46	497,252.81	43,111.35
<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	12,735.14	23,302.49	10,567.35
<hr/>					
TOTAL	FUND SURPLUS (DEFICIT)	701,648.26 0.00	12,735.14 0.00	23,302.49 21,622.82	712,215.61 21,622.82
<hr/>					
TOTAL FUND EQUITY		701,648.26	12,735.14	44,925.31	733,838.43
<hr/>					
TOTAL LIABILITIES AND FUND EQUITY		756,234.26	521,462.60	542,178.12	776,949.78
<hr/>					

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH JUNE 30, 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	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	8,045	152%
211-00-34-00-7970	PHOTO COPIES	2,000	1,137	57%
211-00-34-00-7975	INTERNET	2,000	645	32%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	40	40%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	21,490	118%
211-00-34-00-7990	FAX MACHINE USE	500	283	57%
211-00-35-00-1030	LIBRARY FINES	-	45	0%
211-00-37-00-2310	DONATIONS	1,500	16,785	1119%
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 FOUNDATIN	-	7,842	0%
211-00-37-00-2450	MISCELLANEOUS	-	1,011	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	481,905	52%
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	193,509	48%
211-00-75-10-1030	SALARY-PARTTIME	86,060	39,959	46%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	115	1%
211-00-75-10-1210	PERA	36,429	17,353	48%
211-00-75-10-1220	FICA	30,224	14,361	48%
211-00-75-10-1250	MEDICARE	7,069	3,359	48%
211-00-75-10-1310	HEALTH INSURANCE	114,444	56,772	50%
211-00-75-10-1330	LIFE INSURANCE	232	138	59%
211-00-75-10-1347	VISION INSURANCE	-	3	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,548	1,516	60%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	2,419	30%
211-00-75-20-2020	COPY SUPPLIES	1,500	602	40%
211-00-75-20-2030	PRINTING/BINDING	1,000	157	16%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	2,178	73%
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	450	45%
211-00-75-20-2095	PRGM SUP & MATERIALS	718	1,998	278%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	1,812	91%
211-00-75-20-2110	BOOKS	39,000	26,543	68%
211-00-75-20-2120	AUDIO/VISUAL	9,000	4,212	47%
211-00-75-20-2130	NEWSPAPERS	2,000	1,740	87%
211-00-75-20-2140	PERIODICALS	7,500	45	1%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	1,553	52%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	6,128	1226%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	1,203	80%
211-00-75-30-3070	LAUNDRY	1,000	363	36%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	10,200	50%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	3,130	26%
211-00-75-30-3210	TELEPHONE	6,000	2,122	35%
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%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **JUNE 30, 2023**

Item 2.

Account Number	Account Description	2023 Budget	Year to Date	Percent of Budget
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	594	30%
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	12,750	142%
211-00-75-30-3810	ELECTRICITY	35,000	12,709	36%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	708	35%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	1,311	16%
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	3,500	350%
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	723	48%
211-00-75-50-5500	EQPT/MACH/FURN/FIX	-	7,898	0%
	TOTAL EXPENDITURES	925,664	460,282	50%
	SURPLUS REVENUES/(EXPENDITURES)	-	21,623	

DATE: 07/06/2023
TIME: 14:44:00
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 6 PERIODS ENDING JUNE 30, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JUNE ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	376,332.63	759,331.00	376,332.63	0.00	382,998.37	50
211-00-31-00-0200	DELINQUENT	936.93	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	40,842.39	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		418,111.95	759,331.00	418,111.95	0.00	341,219.05	55
TOTAL TAXES		418,111.95	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	0.00	128,000.00	0.00	0.00	128,000.00	0
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	128,000.00	0.00	0.00	128,000.00	0
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	0.00	0.00	128,000.00	0
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,281.00	8,045.00	0.00	(2,764.00)	152
211-00-34-00-7970	PHOTO COPIES	259.33	2,000.00	1,136.78	0.00	863.22	57
211-00-34-00-7975	INTERNET	131.57	2,000.00	644.79	0.00	1,355.21	32
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	2,135.00	18,200.00	21,490.00	0.00	(3,290.00)	118
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	28.61	500.00	283.42	0.00	216.58	57
TOTAL		2,554.51	28,081.00	31,639.99	0.00	(3,558.99)	113
TOTAL CHARGES FOR SERVICES		2,554.51	28,081.00	31,639.99	0.00	(3,558.99)	113

DATE: 07/06/2023
TIME: 14:44:00
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 6 PERIODS ENDING JUNE 30, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JUNE 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	595.29	1,500.00	16,785.29	0.00	(15,285.29)	1119
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 FOUNDATION	0.00	0.00	7,841.83	0.00	(7,841.83)	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	102.37	0.00	1,010.81	0.00	(1,010.81)	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		697.66	5,800.00	27,656.03	0.00	(21,856.03)	477
TOTAL MISCELLANEOUS REVENUE		697.66	5,800.00	27,656.03	0.00	(21,856.03)	477
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	4,452.00	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		4,452.00	4,452.00	4,452.00	0.00	0.00	100

DATE: 07/06/2023
TIME: 14:44:01
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 6 PERIODS ENDING JUNE 30, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JUNE ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL OTHER SOURCES		4,452.00	4,452.00	4,452.00	0.00	0.00	100
TOTAL REVENUES:		425,816.12	925,664.00	481,904.97	0.00	443,759.03	52
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	46,169.25	401,430.00	193,508.57	0.00	207,921.43	48
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	9,406.48	86,060.00	39,958.68	0.00	46,101.32	46
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	4,168.21	36,429.00	17,352.67	0.00	19,076.33	48
211-00-75-10-1220	FICA	3,417.19	30,224.00	14,360.95	0.00	15,863.05	48
211-00-75-10-1250	MEDICARE	799.19	7,069.00	3,358.67	0.00	3,710.33	48
211-00-75-10-1310	HEALTH INSURANCE	9,612.00	114,444.00	56,772.00	0.00	57,672.00	50
211-00-75-10-1330	LIFE INSURANCE	22.96	232.00	137.76	0.00	94.24	59
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	3.12	0.00	(3.12)	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	252.71	2,548.00	1,516.26	0.00	1,031.74	60
TOTAL PERSONNEL		73,848.51	686,946.00	327,083.43	0.00	359,862.57	48
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	249.00	8,000.00	2,419.37	26.60	5,554.03	31
211-00-75-20-2020	COPY SUPPLIES	116.24	1,500.00	601.58	0.00	898.42	40
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	667.02	3,000.00	2,178.44	0.00	821.56	73
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	355.72	0.00	2,144.28	14
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	10,000.00	7,873.39	3,962.00	(1,835.39)	118

DATE: 07/06/2023
TIME: 14:44:01
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 6 PERIODS ENDING JUNE 30, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JUNE ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	449.94	0.00	550.06	45
211-00-75-20-2095	PRGM SUP & MATERIALS	956.13	718.00	1,998.48	0.00	(1,280.48)	278
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	1,812.45	0.00	187.55	91
211-00-75-20-2110	BOOKS	4,173.22	39,000.00	26,543.08	2,210.24	10,246.68	74
211-00-75-20-2120	AUDIO/VISUAL	785.96	9,000.00	4,211.65	501.81	4,286.54	52
211-00-75-20-2130	NEWSPAPERS	699.30	2,000.00	1,740.47	0.00	259.53	87
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	44.70	0.00	7,455.30	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	272.84	3,000.00	1,553.39	184.28	1,262.33	58
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		7,919.71	90,218.00	51,939.95	6,884.93	31,393.12	65
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	6,127.50	0.00	(5,627.50)	1226
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	1,500.00	1,203.10	1,203.10	(906.20)	160
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	34.36	1,000.00	363.04	29.88	607.08	39
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	10,200.00	1,700.00	8,500.00	58
211-00-75-30-3100	OTHER CONTRACTED SERVICES	550.00	12,000.00	3,130.00	495.00	8,375.00	30
211-00-75-30-3210	TELEPHONE	374.19	6,000.00	2,122.40	54.34	3,823.26	36
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	249.00	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	216.00	(432.00)	100
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	594.15	58.25	1,347.60	33
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	12,750.00	0.00	(3,750.00)	142
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	12,708.79	0.00	22,291.21	36
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	708.10	0.00	1,291.90	35
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	1,310.69	0.00	6,689.31	16
211-00-75-30-4000	MAINTENANCE CONTRACTS	1,723.17	9,500.00	4,162.13	0.00	5,337.87	44
211-00-75-30-4010	BUILDING MAINT/REPAIRS	1,557.48	15,000.00	3,462.86	0.00	11,537.14	23

DATE: 07/06/2023
TIME: 14:44:01
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 6 PERIODS ENDING JUNE 30, 2023

PAGE: 5
F-YR: 23

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JUNE 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	3,500.00	1,000.00	3,500.00	0.00	(2,500.00)	350
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	1,712.00	0.00	7,288.00	19
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	770.42	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	228.83	3,713.07	54
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,500.00	722.58	0.00	777.42	48
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		12,704.05	148,500.00	73,360.77	3,985.40	71,153.83	52
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	7,898.00	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		7,898.00	0.00	7,898.00	0.00	(7,898.00)	100
TOTAL GENERAL ADMINISTRATION		102,370.27	925,664.00	460,282.15	10,870.33	454,511.52	51
BLANDIN GRANT							
211-00-95-00-5720	BLND GRANT-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5730	BLND GRANT-BOOKS & MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5740	BLND GRANT-YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5745	BLNDIN GRNT-#G2006-0140 YOUTH	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5750	BLND GRANT-ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5755	BLNDIN GRNT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRNT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0

DATE: 07/06/2023
 TIME: 14:44:01
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 6 PERIODS ENDING JUNE 30, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JUNE ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		102,370.27	925,664.00	460,282.15	10,870.33	454,511.52	51
TOTAL FUND REVENUES		425,816.12	925,664.00	481,904.97	0.00	443,759.03	52
TOTAL FUND EXPENSES		102,370.27	925,664.00	460,282.15	10,870.33	454,511.52	51
FUND SURPLUS (DEFICIT)		323,445.85	0.00	21,622.82			
TOTAL ALL FUND REVENUES		425,816.12	925,664.00	481,904.97	0.00	443,759.03	52
TOTAL ALL FUND EXPENSES		102,370.27	925,664.00	460,282.15	10,870.33	454,511.52	51
ALL FUND SURPLUS (DEFICIT)		323,445.85	0.00	21,622.82			

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

CITY OF GRAND RAPIDS

2024 PROPOSED BUDGET CALENDAR

June 13	Aggregate budget for 2024 distributed to Department Heads
June 30	Initial budgets for 2024 submitted to Finance Department
August 11	City Council Memo sent out
August 21	Meet with City Council on Proposed 2024 Budget (Special Meeting)
September 18	Meet with City Council on Proposed 2024 Budget (Special Meeting)
September 25	Council approves preliminary 2024 Tax Levy Resolution
September 26	Certify Preliminary tax levy to Itasca County
November 6	Continue refinement of 2024 proposed budgets
November 27	Present proposed final 2024 budget to the City Council
December 4	Truth in Taxation Public Hearing
December 18	Adopt Final Tax Levy and Final Budget
January 2024	Publish Budget Book

GRAL Director's Report

JULY 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

-MLA Legislative Update

- Legacy Funding for Regional Public Library Systems
\$2.75M/Year
- Regional Public Library System Funding (RLBSS)
\$4M increase in funding, future increases tied to the Basic Education Allowance, a formula adjustment, and the use of current state demographer numbers for calculations.
- MultiCounty MultiType (MCMT) Regional Library Systems
\$700K for operating and \$1M one-time grants for media specialists.
- Minitex
Funding for online nursing and health databases.
- School Library Media Centers and Specialists
A definition of a school library or school library media center, \$23M/Y for school libraries, and School Library Aid.
- Bonding
\$4M for construction and renovation grants.

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

I will have an update at the 7/12 meeting.

LIBRARY MANAGEMENT

-Library Façade Repair Project

Work begins late July.

-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.

A small lighting project inside the library was also completed.

FACILITIES MAINTAINANCE / SPACE

-RiverFest Prep

Public Works has been removing dead trees and invasive plants along the river walk. The view from the east side of the library has been improved!

-New Chairs

Thank you to the Friends of the Library for the new chairs on the south side of the library!

-Façade Repair Project

Work is scheduled to begin late July. Crews will work an 8 days on, 6 days off schedule.

-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

Children's in June

Boy howdy! What a month! The highlights:

1. Scavenger hunts have been crazy! We need to reorder our brag tag #1 (the prize for completing scavenger hunt 1), which means that we have had nearly 100 participants in scavenger hunt 1! We are on scavenger hunt 5 this week, halfway to the finish line!
2. Online Storytime: After a lengthy illness, Teacher Missy is back in her chair. We continue to film, as we reach an audience that we don't see in the library. This outreach, although time-consuming, has become a valued part of our library mission.
3. Weekly Lego club is going gangbusters! We're seeing around 30 participants every week, and their builds decorate the Children's Library all week long!
4. Tracy's Summer Booktime has also been well-attended. Anywhere from 30-69 folks have shown up weekly to hear some stories, wave a scarf, and do a craft. I get nervous prepping these storytimes, as I need to find a craft that will work for 2-year-olds as well as 10-year-olds. But the morning of, as families are gathering, I am so excited to share a wonderful time with some fun people.
5. Mid-Day Movies have been lightly attended, but that doesn't surprise me. Our movie license doesn't include new movies, so, many people have already seen the movies we are showing. But, other than the cost of the DVDs, which we then put in the collection, this is a pretty cheap program to host. I'm on the fence about repeating the program next year, but I like that we get use out of our license.
6. We had two special Legacy programs this month, Story Time with Chione, and the Climb Theater. Both were well done and appreciated by the audience.
7. Book clubs: both Page Turners and our Teen Book Club saw a good turnout. They will both meet again in July.
8. And, finally, Artastic this month saw lots of kids drawing frogs!

One more month of complete craziness, and then we'll slow down for August...just in time to get ready for Summer Celebration on August 16!

Monthly Report - Overview for Jun 2023

Locations on this report: Grand Rapids Area Library

Checkout

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
1st Time	11316	8795	28	11284	0	58626	56211	4
Phone Renewal	250	304	-18	247	1	1788	1711	4
Renewal	135	201	-33	137	-2	917	1154	-21
Opac Renewal	655	685	-5	558	17	3968	3819	3
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	12356	9985	23	12226	1	65299	62895	3

Checkout Stock Rotation

Description	Jun 2023	May 2023	%chg	Jun 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	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Normal	8972	8958	0	8760	2	51785	50198	3
Late	1872	2240	-17	1963	-5	11410	10972	3
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	10844	11198	-4	10723	1	63195	61170	3

Requests Placed

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Placed	1946	1857	4	1730	12	11910	11177	6
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1946	1857	4	1730	12	11910	11177	6

Requests Resolved

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Cancelled	121	126	-4	69	75	663	501	32
Filled	2893	2898	-1	2744	5	17693	16808	5
Expired	0	2	-100	2	-100	12	21	-43
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	3014	3026	-1	2815	7	18368	17330	5

Holds Resolved

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
Picked Up	1795	1699	5	1600	12	10718	9999	7
Cancelled	5	2	150	6	-17	38	22	72
Expired	134	96	39	149	-11	677	804	-16
Total	1934	1797	7	1755	10	11433	10825	5

Overdues

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
1st Notice	545	643	-16	489	11	3095	2690	15
2nd Notice	2	3	-34	0	100	15	15	0
3rd Notice	0	3	-100	1	-100	6	2	200
4th Notice	2	0	100	0	100	5	1	400
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	179	200	-11	200	-11	948	742	27
Total	728	849	-15	690	5	4072	3450	18

Borrower Delta

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
New (Manual)	118	66	78	167	-30	603	515	17

Deleted (Manual)	10	4	150	12	-17	45	55	-19
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	128	70	82	179	-29	648	570	13

Bib Delta

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	202	181	11	216	-7	1145	1097	4
Deleted (Manual)	541	844	-36	385	40	2124	2159	-2
New (Batch)	59	128	-54	142	-59	494	408	21
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	802	1153	-31	743	7	3763	3664	2

Auth Delta

Description	Jun 2023	May 2023	%chg	Jun 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	0	2	-100	1	-100	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	2	-100	1	-100	4	5	-20

Item Delta

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

New (Manual)	492	652	-25	519	-6	3313	3141	5
Deleted (Manual)	580	1412	-59	545	6	3299	4739	-31
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1072	2064	-49	1064	0	6612	7880	-17

Acquisitions Activities

Description	Jun 2023	May 2023	%chg	Jun 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	350	248	41	354	-2	1811	1808	0
Items Rcvd by Ven	352	253	39	357	-2	1851	1831	1
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	702	501	40	711	-2	3662	3639	0

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

	June 2023	YTD 2023
Door Count	2940	14911
Reference Questions	201	1374
Computer Help Over 5 Minutes	24	177
Tests Proctored	0	6
Public Computer Use: Sessions	267	1308
Public Computer Use: Hours Used	191	1060
Special Computer Sessions	115	775
Passports Accepted	54	596

Handwritten scribble

June 2023

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

June 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 47155 MJ FTO 2	2 47360 MJ FTO 3	3 (5)
4	5 47733 1	6 481011 1	7 48281 1	8 48578 5	9 48765 2	10 (10)
11	12 49085 3	13 49356 1	14 49691* 3	15 49945 5	16 50172 3	17 (15)
18	19 CLOSED	20 50550 (6)	21 50877 (5)	22 51176 (4)	23 51439 3	24 (18)
25	26 51835 (6)	27 52122 0	28 52506 5	29 52821 2	30 531035 1	(20)

GRAL Children's Library Monthly Statistics June 2023

Online Storytime

Programs: 1
 Facebook views: 799
 YouTube views: 416
 Total views: 1215

Artastic

Programs: 5
 Facebook views: 87
 YouTube views: 23
 Total views: 110
 Kits handed out: 150

YouTube Shorts

Shorts/Views: 2/20

Facebook Reels

Reels/Views: 1/583

Programs:	<u>Date</u>	<u>Name of Program</u>	<u>Number of people</u>
	6/7	Storytime with Chione	27
	6/9	Lego Club	32
	6/14	Mid-Day Movie	13
	6/16	Lego Club	27
	6/20	Page Turners	11
	6/21	Mid-Day Movie	7
	6/23	Lego Club	37
	6/26	Teen Book Club	7
	6/26	Climb Theater	33
	6/28	Mid-Day Movie	3
	6/30	Lego Club	34

Book Time with Tracy Programs: 4

People: 214

Total Programs: 15 People: 445

Reference Questions 2023: 678

Reference Questions 2022: 219

SUN	MON	TUE	WED	THU	FRI	SAT
				10 ¹	23 ²	33 ³
4	49 ⁵ <small>46 MARY</small>	41 ⁶	30 ⁷	47 ⁸	27 ⁹	194 ¹⁰
11	26 ¹²	30 ¹³	41 ¹⁴	33 ¹⁵	28 ¹⁶	164 ¹⁷
18	19 ¹⁹ Juneteenth	37 ²⁰	27 ²¹	23 ²²	32 ²³	119 ²⁴
25	41 ²⁶	29 ²⁷	33 ²⁸	43 ²⁹	22 ³⁰	1128

Template © calendarlabs.com *28*

GRAND RAPIDS AREA LIBRARY: 2023 Volunteer Report

Month	Regular Volunteers		RSVP Volunteers		Library Board		Friends of the Library		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	146.00	8	115.00	6	6.00	11	86.00	1	2.00	33	261.00
July												
August												
September												
October												
November												
December												
Total		809.00		628.50		44.00		361.75		44.50	*	1,437.50