



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, September 14, 2022

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, September 14, 2022 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:

Consider approval of Library Board Minutes

1. Consider approval of 08-10-2022 Library Board Meeting Minutes

COMMUNICATIONS:

2. Note from Library volunteer

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

Consider approval of financial reports and payment of bills as presented.

3. Consider a motion to approve financial reports and payment of bills as presented.

CONSENT AGENDA (Roll Call Vote Required):

4. Donation Resolution 2022-08

REGULAR AGENDA:

5. Review Preliminary 2023 Budget
6. Arrowhead Library System Funding Request to Itasca County
7. Everything you always wanted to know about Minimum Level of Local Support
8. Review Collection Development Guidelines

UPDATES:

Friends:

Foundation:

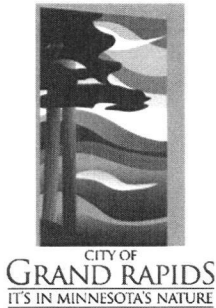
STAFF REPORTS:

[9.](#) Staff Reports and Library Statistics

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR OCTOBER 12, 2022, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, August 10, 2022
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, August 10, 2022 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair MacDonell called the meeting to order at 5:00 pm.

CALL OF ROLL:

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

Absent: Blocker

Staff present: Will Richter, Library Director

APPROVAL OF AGENDA:

Motion to: approve agenda as presented

Mover: Kee

Seconder: Richards

Result: approved 7-0

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

None

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 07-13-2022

Motion to: approve July minutes as presented

Mover: Richards

Seconder: Martin

Result: approved 7-0

COMMUNICATIONS:

2. Letter from Minnesota Department of Education certifying minimum local support requirement (City of Grand Rapids) for 2023.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

3. Consider a motion to approve financial reports and payment of bills as presented.

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

Mover: Kee

Second: Richards

Result: Approved 7-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

4. Donation Resolution 2022-07

Motion to: approve consent agenda accepting donation resolution 2022-07

Mover: Kee

Second: Teigland

Result: Approved 7-0 (roll-call)

REGULAR AGENDA:

5. Unique Management Services - Recovery Statistics
Informational – no action taken

6. Library Board Terms
Informational – no action taken

7. RIVERFEST update
Motion to close the Library to the public Friday September 9th for RIVERFEST set-up.

UPDATES:

Friends of the Library

Teigland

Pop-up sale 9/9 and 9/10 at CPC

Next meeting is September

Library Foundation

Tabbert

Volunteer opportunity at RIVERFEST – email jennider@kaxe.org to help (free ticket)!

Next meeting is 9/15 at Second Harvest Food Bank – more info at September Library Board Meeting

STAFF REPORTS:

8. Reports and Statistics
Informational – no action taken

ADJOURNMENT:

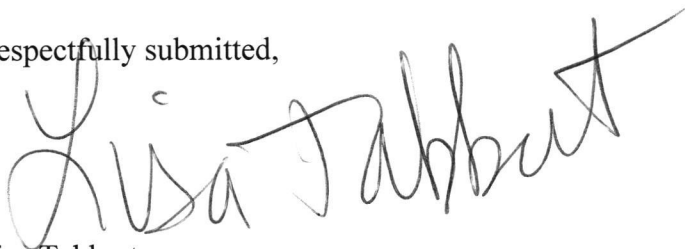
Meeting adjourned at 5:36 pm

NEXT REGULAR MEETING IS SCHEDULED FOR September 14, 2022, AT 5:00 PM.

VENUE: City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, MN 55744

ATTEST:

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lisa Tabbert", written in dark ink.

Lisa Tabbert

Library Board Secretary

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 10, 2022

Item 3.

Item 1.

DATE: 08/03/2022
 TIME: 14:34:22
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/10/2022

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	611.26
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	51.85
0201428	BAKER & TAYLOR LLC	2,964.72
0205350	BEIER'S GREENHOUSE	128.03
0609525	FINDAWAY WORLD LLC	335.70
0715808	GOVCONNECTION INC	144.60
0718010	CITY OF GRAND RAPIDS	8,054.00
0914325	INGRAM ENTERTAINMENT INC.	110.60
0914540	INNOVATIVE OFFICE SOLUTIONS LL	26.50
0914800	INVEST EARLY PROJECT	500.00
1309525	UNIVERSITY OF MN (MINITEX)	1,849.00
1605665	PERSONNEL DYNAMICS LLC	137.70
1901535	SANDSTROM'S INC	347.26
1903340	SVL SERVICE CORPORATION	2,735.00
1915248	SHI INTERNATIONAL CORP	1,169.88
1920555	STOKES PRINTING & OFFICE	689.60
2000522	TNT CONSTRUCTION GROUP, LLC	402.00
2114356	UNIQUE MANAGEMENT SERVICES	69.90
2209421	VIKING ELECTRIC SUPPLY INC	317.15
T001426	SUSAN HAWKINSON	99.90

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$20,833.09

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.21
0605191	FIDELITY SECURITY LIFE	13.80
0718015	GRAND RAPIDS CITY PAYROLL	61,545.65
1301146	MARCO TECHNOLOGIES, LLC	192.30
1305725	METROPOLITAN LIFE INSURANCE CO	222.24
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309335	MINNESOTA REVENUE	35.61
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.67
1621130	P.U.C.	3,278.03
2209665	VISA	63.95
2301700	WM CORPORATE SERVICES, INC	137.47

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$75,072.93

TOTAL ALL DEPARTMENTS \$95,906.02

RESOLUTION NO. 2022-07
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

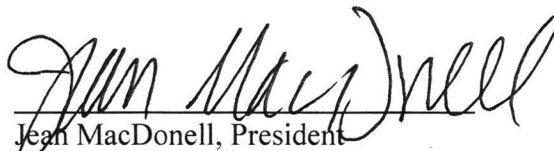
WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

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:

Library Foundation - \$5,000.00 for McCarty Park concrete

Adopted this 10th day of August, 2022


Lisa Tabbert, Secretary


Jean MacDonell, President

Hi!

What a wonderful celebration yesterday - As a volunteer, I could see how much the children were enjoying it (and also the parents)!

We had about 95 participants judging from the bags left at the Story Bag table -

- easy concept
- idea they could expand on at home
- so many kinds of stickers
- the larger animal ones were very popular
- we said we would put in request for some dinosaur stickers for next year.
- Appropriate from 3-12 -

Thank you for the chairs so
we could be at eye level
with children.

Thank you for bringing
water around -

Thank you for staff checking
on us several times
during the event to see
if we needed anything -

Thank God the weather held!

Mary Swanson

DATE: 09/07/2022
 TIME: 14:41:51
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/14/2022

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	1,096.61
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	20.80
0201428	BAKER & TAYLOR LLC	1,994.81
0305485	CENGAGE LEARNING INC	25.19
0405500	DEMCO INC	708.46
0701650	GARTNER REFRIGERATION CO	2,721.74
0718010	CITY OF GRAND RAPIDS	4,523.63
0914325	INGRAM ENTERTAINMENT INC.	125.63
0914540	INNOVATIVE OFFICE SOLUTIONS LL	183.96
0914800	INVEST EARLY PROJECT	400.00
1015325	JOHNSON CONTROLS FIRE	825.57
1305203	APG MEDIA OF MINNESOTA, LLC	227.55
1309525	UNIVERSITY OF MN (MINITEX)	499.00
1605665	PERSONNEL DYNAMICS LLC	1,239.30
1901535	SANDSTROM'S INC	124.72
1920555	STOKES PRINTING & OFFICE	9.98
2114356	UNIQUE MANAGEMENT SERVICES	116.50
2201151	VACKER INC	867.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$15,798.89

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.47
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	41,036.46
1301146	MARCO TECHNOLOGIES, LLC	120.43
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309265	MN DEPT OF LABOR & INDUSTRY	30.00
1309335	MINNESOTA REVENUE	31.38
1415479	NORTHERN DRUG SCREENING INC	25.00
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.50
1621130	P.U.C.	3,282.01
2209665	VISA	671.25
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$55,005.16

TOTAL ALL DEPARTMENTS \$70,804.05

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

Item 3.

1

DATE: 09/07/22
TIME: 14:35:24
ID: AP441000.WOW

CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0100053	AT&T MOBILITY							
L	08/15/22	01	LIB AUG CELL SVC	999-99-00-00-1000			09/14/22	54.47
				HOLDING ACCOUNT				
						INVOICE TOTAL:		54.47
						VENDOR TOTAL:		54.47
0113100	AMAZON.COM							
447798958334-L	08/11/22	01	SUAVE BODY WASH	211-00-75-20-2095	20222477		09/14/22	33.84
				PRGM SUP & MATERIALS				
						INVOICE TOTAL:		33.84
464494689583-L	08/04/22	01	CHILDREN'S PROGRAM SUPPLIES	211-00-75-20-2095	20222488		09/14/22	121.13
				PRGM SUP & MATERIALS				
						INVOICE TOTAL:		121.13
569736478985-L	08/04/22	01	KILLING EVE: SEASON 4	211-00-75-20-2120	20222444		09/14/22	16.99
				AUDIO/VISUAL				
						INVOICE TOTAL:		16.99
639756694537-L	08/02/22	01	KILLING EVE: SEASONS 1-3	211-00-75-20-2120	20222444		09/14/22	36.81
				AUDIO/VISUAL				
		02	4 BOOKS	211-00-75-20-2110	20222444			58.48
				BOOKS				
						INVOICE TOTAL:		95.29
677564389794-L	08/02/22	01	4 BOOKS	211-00-75-20-2110	20222434		09/14/22	47.94
				BOOKS				
						INVOICE TOTAL:		47.94
765379468359-L	08/03/22	01	CHILDREN'S PROGRAM SUPPLIES	211-00-75-20-2095	20222489		09/14/22	648.20
				PRGM SUP & MATERIALS				
						INVOICE TOTAL:		648.20
774436834578-L	08/11/22	01	THE AMERICANS: THE COMPL SET	211-00-75-20-2120	20222444		09/14/22	36.22
				AUDIO/VISUAL				
						INVOICE TOTAL:		

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

0113100	AMAZON.COM							
785398746634-L	08/11/22	01	5 BOOKS	211-00-75-20-2110	20222478		09/14/22	70.34
				BOOKS				
						INVOICE TOTAL:		70.34
789777796435-L	08/09/22	01	THE LION THE WITCH & THE WRDRB	211-00-75-20-2120	20222479		09/14/22	26.66
				AUDIO/VISUAL				
						INVOICE TOTAL:		26.66
						VENDOR TOTAL:		1,096.61
0118100	ARAMARK UNIFORM SERVICES							
2630037905-L	08/09/22	01	MAT NYLON RUBBER	211-00-75-30-3070	20222351		09/14/22	29.88
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20222351			14.34
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		44.22
2630043488-L	08/23/22	01	MAT NYLON RUBBER	211-00-75-30-3070	20222486		09/14/22	29.88
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20222486			14.34
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		44.22
						VENDOR TOTAL:		88.44
0118660	ARROWHEAD LIBRARY SYSTEM							
14972-L	07/31/22	01	OVERDUE NOTICES-JUL	211-00-75-20-2010	20222390		09/14/22	20.80
				OFFICE SUPPLIES				
						INVOICE TOTAL:		20.80
						VENDOR TOTAL:		20.80
0201428	BAKER & TAYLOR LLC							
2036913653-L	07/29/22	01	52 BOOKS/209977 L025981	211-00-75-20-2110	20222272		09/14/22	708.29
				BOOKS				
						INVOICE TOTAL:		

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

0201428	BAKER & TAYLOR LLC							
2036917198-L	08/08/22	01	17 BOOKS/#209977 L411199	211-00-75-20-2110	20222371		09/14/22	317.06
				BOOKS				
						INVOICE TOTAL:		317.06
2036918812-L	08/01/22	01	4 BOOKS/#209977 L025981	211-00-75-20-2110	20222313		09/14/22	63.20
				BOOKS				
						INVOICE TOTAL:		63.20
2036926336-L	08/04/22	01	40 BOOKS/#209977 L025981	211-00-75-20-2110	20222328		09/14/22	377.17
				BOOKS				
						INVOICE TOTAL:		377.17
2036926917-L	08/05/22	01	5 BOOKS/#209977 L411199	211-00-75-20-2110	20222391		09/14/22	88.78
				BOOKS				
						INVOICE TOTAL:		88.78
2036946903-L	08/15/22	01	19 BOOKS/#209977 L025981	211-00-75-20-2110	20222464		09/14/22	249.74
				BOOKS				
						INVOICE TOTAL:		249.74
2036948977-L	08/17/22	01	4 BOOKS/#209977 L411199	211-00-75-20-2110	20222576		09/14/22	62.11
				BOOKS				
						INVOICE TOTAL:		62.11
2036975480-L	08/31/22	01	8 BOOKS/#209977 L411199	211-00-75-20-2110	20222649		09/14/22	128.46
				BOOKS				
						INVOICE TOTAL:		128.46
						VENDOR TOTAL:		1,994.81
0305485	CENGAGE LEARNING INC							
77359121-L	02/25/22	01	LIGHTNING STRIKE/#154757	211-00-75-20-2110	20222315		09/14/22	25.19
				BOOKS				
						INVOICE TOTAL:		25.19
						VENDOR TOTAL:		25.19

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

0405500	DEMCO INC							
7163182-L	08/03/22	01	CRNR CLR/JACKET CVR/LBL PRTCTR	211-00-75-20-2010	20222327		09/14/22	268.51
				OFFICE SUPPLIES				
						INVOICE TOTAL:		268.51
7165455-L	08/09/22	01	MAGNETIC NAME BADGE	211-00-75-20-2010	20222538		09/14/22	19.28
				OFFICE SUPPLIES				
		02	LABELS/TAPE	211-00-75-20-2010	20222538			409.72
				OFFICE SUPPLIES				
		03	SHIPPING/C#810256351	211-00-75-20-2010	20222538			10.95
				OFFICE SUPPLIES				
						INVOICE TOTAL:		439.95
						VENDOR TOTAL:		708.46
0605191	FIDELITY SECURITY LIFE							
L	09/06/22	01	LIB VISION SEP	999-99-00-00-1000			09/14/22	6.90
				HOLDING ACCOUNT				
						INVOICE TOTAL:		6.90
						VENDOR TOTAL:		6.90
0701650	GARTNER REFRIGERATION CO							
91388-L	08/12/22	01	SPRING INSP HVAC LIBR/#C-0658	211-00-75-30-4000	20222401		09/14/22	2,387.03
				MAINTENANCE CONTRACTS				
						INVOICE TOTAL:		2,387.03
91507-L	08/26/22	01	LABOR RPL VFD COOLING FAN	211-00-75-30-4070	20222534		09/14/22	125.00
				GENERAL EQUIP MAINT/REPAIR				
		02	TRUCK CHARGE	211-00-75-30-4070	20222534			20.00
				GENERAL EQUIP MAINT/REPAIR				
		03	FAN ASSY FOR 7.5-20HP/#C-0658	211-00-75-30-4070	20222534			189.71
				GENERAL EQUIP MAINT/REPAIR				
						INVOICE TOTAL:		334.71
						VENDOR TOTAL:		2,721.74

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

0718010	CITY OF GRAND RAPIDS							
22/395-L	07/31/22	01	JULY JANITORIAL SERVICE	211-00-75-30-3090	20222275		09/14/22	1,700.00
				JANITORIAL SERVICES				
						INVOICE TOTAL:		1,700.00
22/401-L	08/03/22	01	2021 AUDIT FEE	211-00-75-30-3010	20222276		09/14/22	1,123.63
				ACCOUNTING SERVICES				
						INVOICE TOTAL:		1,123.63
22/427-L	08/31/22	01	AUG JANITORIAL SERVICE	211-00-75-30-3090	20222595		09/14/22	1,700.00
				JANITORIAL SERVICES				
						INVOICE TOTAL:		1,700.00
						VENDOR TOTAL:		4,523.63
0718015	GRAND RAPIDS CITY PAYROLL							
L	08/12/22	01	LIB 8/12 PAYROLL	999-99-00-00-1000			09/14/22	20,522.78
				HOLDING ACCOUNT				
		02	LIB 8/26 PAYROLL	999-99-00-00-1000				20,513.68
				HOLDING ACCOUNT				
						INVOICE TOTAL:		41,036.46
						VENDOR TOTAL:		41,036.46
0914325	INGRAM ENTERTAINMENT INC.							
4705283-L	08/22/22	01	6 DVDS/#3206981	211-00-75-20-2120	20222502		09/14/22	125.63
				AUDIO/VISUAL				
						INVOICE TOTAL:		125.63
						VENDOR TOTAL:		125.63
0914540	INNOVATIVE OFFICE SOLUTIONS LL							
IN3918238-L	08/30/22	01	TONER 414A BK	211-00-75-20-2060	20222539		09/14/22	179.46
				COMPUTER SUPPLIES				
		02	FUEL SURCHARGE/#NB07789	211-00-75-20-2060	20222539			4.50
				COMPUTER SUPPLIES				
						INVOICE TOTAL:		96
						VENDOR TOTAL:		96

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

0914800	INVEST EARLY PROJECT							
3355-L	07/31/22	01	JULY STORY TIME	211-00-75-30-3100	20222476		09/14/22	400.00
				OTHER CONTRACTED SERVICES				
						INVOICE TOTAL:		400.00
						VENDOR TOTAL:		400.00
1015325	JOHNSON CONTROLS FIRE							
23059709-L	09/01/22	01	ALARM MONITOR SEP-DEC 2022	211-00-75-30-4000	20222443		09/14/22	275.19
				MAINTENANCE CONTRACTS				
		02	ALARM MONITOR JAN-AUG23/145219	211-00-00-00-1550	20222443			550.38
				PREPAID ITEMS				
						INVOICE TOTAL:		825.57
						VENDOR TOTAL:		825.57
1301146	MARCO TECHNOLOGIES, LLC							
L	08/15/22	01	LIB AUG COPIER LEASE	999-99-00-00-1000			09/14/22	120.43
				HOLDING ACCOUNT				
						INVOICE TOTAL:		120.43
						VENDOR TOTAL:		120.43
1305203	APG MEDIA OF MINNESOTA, LLC							
MDN-134700/2022-L	09/10/22	01	LIBR RENEWAL MDN-134700	211-00-75-20-2130	20222442		09/14/22	227.55
				NEWSPAPERS				
						INVOICE TOTAL:		227.55
						VENDOR TOTAL:		227.55
1305725	METROPOLITAN LIFE INSURANCE CO							
L	09/06/22	01	LIB SEP SUPP/LIFE PREM	999-99-00-00-1000			09/14/22	76.14
				HOLDING ACCOUNT				
						INVOICE TOTAL:		76.14
						VENDOR TOTAL:		76.14

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

1309199	MINNESOTA ENERGY RESOURCES							
L	08/22/22	01	LIB JUL NTL GAS	999-99-00-00-1000			09/14/22	45.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		45.00
						VENDOR TOTAL:		45.00
1309265	MN DEPT OF LABOR & INDUSTRY							
L	09/06/22	01	LIB BOILERS	999-99-00-00-1000			09/14/22	30.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		30.00
						VENDOR TOTAL:		30.00
1309335	MINNESOTA REVENUE							
L	08/19/22	01	LIB JUL SALES TAX PAYABLE	999-99-00-00-1000			09/14/22	31.38
				HOLDING ACCOUNT				
						INVOICE TOTAL:		31.38
						VENDOR TOTAL:		31.38
1309525	UNIVERSITY OF MN (MINITEX)							
2170000283-L	08/17/22	01	PATRON COUNTER	211-00-75-20-2090	20222463		09/14/22	489.00
				INVENTORIAL SUPPLIES				
		02	SHIPPING/C#5010060	211-00-75-20-2090	20222463			10.00
				INVENTORIAL SUPPLIES				
						INVOICE TOTAL:		499.00
						VENDOR TOTAL:		499.00
1415479	NORTHERN DRUG SCREENING INC							
L	09/06/22	01	PRE-EMP SCREEN	999-99-00-00-1000			09/14/22	25.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		25.00
						VENDOR TOTAL:		25.00

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

1516220	OPERATING ENGINEERS LOCAL #49							
L	08/15/22	01	LIB SEP HEALTH INS PREM	999-99-00-00-1000			09/14/22	9,162.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		9,162.00
						VENDOR TOTAL:		9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS							
L	08/08/22	01	LIB AUG SERV & LINE CHARGES	999-99-00-00-1000			09/14/22	322.50
				HOLDING ACCOUNT				
						INVOICE TOTAL:		322.50
						VENDOR TOTAL:		322.50
1605665	PERSONNEL DYNAMICS LLC							
52295-L	08/10/22	01	J WINKELMAN 6 HRS WE 8/6	211-00-75-10-1050	20222367		09/14/22	137.70
				CONTRACTED SERVICES				
						INVOICE TOTAL:		137.70
52325-L	08/17/22	01	J WINKELMAN 24 HRS WE 8/13	211-00-75-10-1050	20222456		09/14/22	550.80
				CONTRACTED SERVICES				
						INVOICE TOTAL:		550.80
52340-L	08/24/22	01	J BEHM 18 HRS WE 8/20	211-00-75-10-1050	20222490		09/14/22	413.10
				CONTRACTED SERVICES				
		02	J WINKELMAN 6 HRS WE 8/20	211-00-75-10-1050	20222490			137.70
				CONTRACTED SERVICES				
						INVOICE TOTAL:		550.80
						VENDOR TOTAL:		1,239.30
1621130	P.U.C.							
L	08/15/22	01	LIB JUL UTILITIES	999-99-00-00-1000			09/14/22	3,282.01
				HOLDING ACCOUNT				
						INVOICE TOTAL:		3,282.01
						VENDOR TOTAL:		3,282.01

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

1901535	SANDSTROM'S	INC							
424061-L	08/29/22	01	30X36 .65MIL CLR HVY 20-30GA	211-00-75-20-2150	20222532		09/14/22	32.92	
				MAINTENANCE TOOLS/SUPPLIES					
		02	TOWEL ROLL	211-00-75-20-2150	20222532			51.70	
				MAINTENANCE TOOLS/SUPPLIES					
		03	TOIL TISSUE/#320023	211-00-75-20-2150	20222532			40.10	
				MAINTENANCE TOOLS/SUPPLIES					
INVOICE TOTAL:								124.72	
VENDOR TOTAL:								124.72	
1920555	STOKES PRINTING & OFFICE								
118978-L	08/25/22	01	XACTO BLADES	211-00-75-20-2010	20222503		09/14/22	9.98	
				OFFICE SUPPLIES					
INVOICE TOTAL:								9.98	
VENDOR TOTAL:								9.98	
2114356	UNIQUE MANAGEMENT SERVICES								
6103343-L	07/31/22	01	JUL PLACEMENTS	211-00-75-30-3300	20222314		09/14/22	221.35	
				PROFESSIONAL SERV-COLLECTI					
		02	CREDIT FOR ACCTS CLOSED/#1634	211-00-75-30-3300	20222314			-104.85	
				PROFESSIONAL SERV-COLLECTI					
INVOICE TOTAL:								116.50	
VENDOR TOTAL:								116.50	
2201151	VACKER INC								
3031-L	07/06/22	01	SIGN PANEL/PEDESTAL/SHIPPING	211-00-75-30-4015	20222545		09/14/22	597.00	
				GROUNDS MAINTENANCE					
INVOICE TOTAL:								597.00	
3058-L	08/30/22	01	SIGN PANEL/SHIPPING MUSIC PARK	211-00-75-30-4015	20222546		09/14/22	270.00	
				GROUNDS MAINTENANCE					
INVOICE TOTAL:								270.00	
VENDOR TOTAL:								867.00	

DETAILED GRAND RAPIDS PUBLIC LIBRARY LIST - SEPTEMBER 14, 2022

DATE: 09/07/22
 TIME: 14:35:24
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/14/2022

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

2209665	VISA								
L	08/15/22	01	USPS.COM PSTL ST PRTY ML	999-99-00-00-1000			09/14/22		671.25
				HOLDING ACCOUNT					
							INVOICE TOTAL:		671.25
							VENDOR TOTAL:		671.25
2301700	WM CORPORATE SERVICES, INC								
L	08/08/22	01	LIB JUL SERVICE	999-99-00-00-1000			09/14/22		141.62
				HOLDING ACCOUNT					
							INVOICE TOTAL:		141.62
							VENDOR TOTAL:		141.62
							TOTAL ALL INVOICES:		70,804.05

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
YEAR TO DATE THROUGH AUGUST 31, 2022

Item 3.

Account Number	Account Description	2022 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 697,008	\$ 370,503	53%
211-00-31-00-0200	DELINQUENT	-	2,398	0%
211-00-31-00-4055	FISCAL DISPARITIES	62,323	62,323	100%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	91,773	72%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	8,045	152%
211-00-34-00-7970	PHOTO COPIES	2,000	1,399	70%
211-00-34-00-7975	INTERNET	2,000	974	49%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	120	120%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	17,075	94%
211-00-34-00-7990	FAX MACHINE USE	500	311	62%
211-00-35-00-1030	LIBRARY FINES	-	13	0%
211-00-37-00-2310	DONATIONS	1,500	7,379	492%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,423	109%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	25,410	0%
211-00-37-00-2375	MEETING ROOM RECEIPTS	2,000	-	0%
211-00-37-00-2450	MISCELLANEOUS	-	1,892	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	1,167	39%
		923,212	592,205	64%
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	387,168	247,982	64%
211-00-75-10-1030	SALARY-PARTTIME	80,820	43,455	54%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	11,129	131%
211-00-75-10-1210	PERA	35,099	21,687	62%
211-00-75-10-1220	FICA	29,015	17,776	61%
211-00-75-10-1250	MEDICARE	6,786	4,157	61%
211-00-75-10-1310	HEALTH INSURANCE	116,541	73,296	63%
211-00-75-10-1330	LIFE INSURANCE	232	121	52%
211-00-75-10-1347	VISION INSURANCE	-	1	0%
211-00-75-10-1510	WORKERS COMPENSATION	3,018	1,647	55%
211-00-75-20-2010	OFFICE SUPPLIES	8,500	4,942	58%
211-00-75-20-2020	COPY SUPPLIES	1,500	190	13%
211-00-75-20-2030	PRINTING/BINDING	1,000	439	44%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	2,043	68%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	296	12%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	12,000	13,361	111%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	1,545	155%
211-00-75-20-2095	PRGM SUP & MATERIALS	500	1,525	305%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	2,708	135%
211-00-75-20-2110	BOOKS	39,000	33,549	86%
211-00-75-20-2120	AUDIO/VISUAL	9,000	5,367	60%
211-00-75-20-2130	NEWSPAPERS	2,000	1,228	61%
211-00-75-20-2140	PERIODICALS	7,500	26	0%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	1,284	43%
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	-	360	0%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	400	80%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	1,124	75%
211-00-75-30-3070	LAUNDRY	1,000	487	49%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	11,475	56%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	26,323	13,553	51%
211-00-75-30-3210	TELEPHONE	6,000	3,045	51%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	1,892	54%
211-00-75-30-3260	COMMUNITY ED PROMOTION	-	216	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	1,003	50%

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
YEAR TO DATE THROUGH AUGUST 31, 2022

Item 3.

Account Number	Account Description	2022 Budget	Year to Date	Percent of Budget
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	420	70%
211-00-75-30-3610	GENERAL INSURANCE	9,000	13,736	153%
211-00-75-30-3810	ELECTRICITY	35,000	19,425	55%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	966	48%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	2,530	32%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	6,122	64%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	15,340	102%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	1,536	154%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	2,127	24%
211-00-75-30-4030	ONLINE SERVICES	3,500	1,753	50%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	2,006	25%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	963	64%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	-	30	0%
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	200	-	0%
	TOTAL EXPENDITURES	923,212	590,263	64%
	SURPLUS REVENUES/(EXPENDITURES)	-	1,942	

DATE: 09/07/2022
 TIME: 15:37:11
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	0.00	697,007.57	370,502.79	0.00	326,504.78	53
211-00-31-00-0200	DELINQUENT	0.00	0.00	2,398.48	0.00	(2,398.48)	100
211-00-31-00-4055	FISCAL DISPARITIES	0.00	62,323.43	62,323.43	0.00	0.00	100
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUEN	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	759,331.00	435,224.70	0.00	324,106.30	57
TOTAL TAXES		0.00	759,331.00	435,224.70	0.00	324,106.30	57
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	91,772.54	0.00	36,227.46	72
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	128,000.00	91,772.54	0.00	36,227.46	72
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	91,772.54	0.00	36,227.46	72
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	137.71	2,000.00	1,398.87	0.00	601.13	70
211-00-34-00-7975	INTERNET	147.14	2,000.00	974.45	0.00	1,025.55	49
211-00-34-00-7980	LIBRARY FEES-PROCTORING	20.00	100.00	120.00	0.00	(20.00)	120
211-00-34-00-7982	PASSPORT PROCESSING FEE	3,570.00	18,200.00	17,075.00	0.00	1,125.00	94
211-00-34-00-7985	POSTAGE REIMBURSEMENTS-TESTS	0.00	0.00	0.00	0.00	0.00	0
211-00-34-00-7990	FAX MACHINE USE	35.56	500.00	310.62	0.00	189.38	62
TOTAL		3,910.41	28,081.00	27,923.94	0.00	157.06	99
TOTAL CHARGES FOR SERVICES		3,910.41	28,081.00	27,923.94	0.00	157.06	99
FINES & FORFEITS							

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	0.00	0.00	13.20	0.00	(13.20)	100
TOTAL		0.00	0.00	13.20	0.00	(13.20)	100
TOTAL FINES & FORFEITS		0.00	0.00	13.20	0.00	(13.20)	100
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	0.00	1,500.00	7,378.65	0.00	(5,878.65)	492
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,422.64	0.00	(122.64)	109
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	5,000.00	0.00	25,409.63	0.00	(25,409.63)	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	2,000.00	0.00	0.00	2,000.00	0
211-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2421	MIRC GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2450	MISCELLANEOUS	290.84	0.00	1,892.27	0.00	(1,892.27)	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	1,167.33	0.00	1,832.67	39
TOTAL		5,290.84	7,800.00	37,270.52	0.00	(29,470.52)	478
TOTAL MISCELLANEOUS REVENUE		5,290.84	7,800.00	37,270.52	0.00	(29,470.52)	478
OTHER SOURCES							
211-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5010	SALES OF GENL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5030	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5500	FUND BALANCE USAGE	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SOURCES		0.00	0.00	0.00	0.00	0.00	0

DATE: 09/07/2022
 TIME: 15:37:11
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		9,201.25	923,212.00	592,204.90	0.00	331,007.10	64
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	29,782.18	387,168.00	247,982.07	0.00	139,185.93	64
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1030	SALARY-PARTTIME	5,875.56	80,820.00	43,455.10	0.00	37,364.90	54
211-00-75-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1050	CONTRACTED SERVICES	1,239.30	8,510.00	11,129.07	1,239.30	(3,858.37)	145
211-00-75-10-1210	PERA	2,674.32	35,099.00	21,686.83	0.00	13,412.17	62
211-00-75-10-1220	FICA	2,191.81	29,015.00	17,776.02	0.00	11,238.98	61
211-00-75-10-1250	MEDICARE	512.59	6,786.00	4,157.22	0.00	2,628.78	61
211-00-75-10-1310	HEALTH INSURANCE	9,162.00	116,541.00	73,296.00	0.00	43,245.00	63
211-00-75-10-1330	LIFE INSURANCE	30.08	232.00	120.69	0.00	111.31	52
211-00-75-10-1347	VISION INSURANCE	0.52	0.00	0.97	0.00	(0.97)	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	160.34	3,018.00	1,646.72	0.00	1,371.28	55
TOTAL PERSONNEL		51,628.70	667,189.00	421,250.69	1,239.30	244,699.01	63
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	718.44	8,500.00	4,941.85	299.29	3,258.86	62
211-00-75-20-2020	COPY SUPPLIES	0.00	1,500.00	189.94	0.00	1,310.06	13
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	438.68	0.00	561.32	44
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	183.96	3,000.00	2,043.25	0.00	956.75	68
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	296.14	0.00	2,203.86	12
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	12,000.00	13,360.60	0.00	(1,360.60)	111
211-00-75-20-2090	INVENTORIAL SUPPLIES	499.00	1,000.00	1,545.06	499.00	(1,044.06)	204
211-00-75-20-2095	PRGM SUP & MATERIALS	803.17	500.00	1,525.06	803.17	(1,828.23)	466

DATE: 09/07/2022
TIME: 15:37:11
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	2,708.21	0.00	(708.21)	135
211-00-75-20-2110	BOOKS	1,463.28	39,000.00	33,548.86	2,006.19	3,444.95	91
211-00-75-20-2120	AUDIO/VISUAL	242.31	9,000.00	5,366.54	242.31	3,391.15	62
211-00-75-20-2130	NEWSPAPERS	0.00	2,000.00	1,227.52	227.55	544.93	73
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	26.00	0.00	7,474.00	0
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	384.87	3,000.00	1,284.03	28.68	1,687.29	44
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	359.98	0.00	(359.98)	100
211-00-75-20-2210	EQUIPMENT PARTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL SUPPLIES & MATERIALS		4,295.03	92,500.00	68,861.72	4,106.19	19,532.09	79
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	399.85	0.00	100.15	80
211-00-75-30-3010	ACCOUNTING SERVICES	1,123.63	1,500.00	1,123.63	1,123.63	(747.26)	150
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	59.76	1,000.00	487.22	59.76	453.02	55
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	11,475.00	1,700.00	7,225.00	65
211-00-75-30-3100	OTHER CONTRACTED SERVICES	0.00	26,323.00	13,553.26	400.00	12,369.74	53
211-00-75-30-3210	TELEPHONE	376.97	6,000.00	3,045.25	0.00	2,954.75	51
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	1,892.18	0.00	1,607.82	54
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3255	STAFF TRAINING	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	0.00	216.00	0.00	(216.00)	100
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	1,003.00	221.35	775.65	61
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	420.00	0.00	180.00	70
211-00-75-30-3610	GENERAL INSURANCE	1,717.00	9,000.00	13,736.00	0.00	(4,736.00)	153
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	19,424.77	0.00	15,575.23	55
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	966.44	0.00	1,033.56	48
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	2,529.53	0.00	5,470.47	32
211-00-75-30-4000	MAINTENANCE CONTRACTS	2,387.03	9,500.00	6,122.41	2,662.22	715.37	92
211-00-75-30-4010	BUILDING MAINT/REPAIRS	0.00	15,000.00	15,340.27	0.00	(340.27)	102
211-00-75-30-4015	GROUPS MAINTENANCE	270.00	1,000.00	1,536.23	0.00	(536.23)	154
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	2,126.74	0.00	6,873.26	24

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 8 PERIODS ENDING AUGUST 31, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,500.00	1,753.34	0.00	1,746.66	50
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	334.71	8,000.00	2,005.89	0.00	5,994.11	25
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,500.00	963.44	0.00	536.56	64
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	30.00	0.00	30.00	0.00	(30.00)	100
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	0.00	200.00	0.00	0.00	200.00	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		8,119.53	163,523.00	100,150.45	6,166.96	57,205.59	65
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	0.00	0.00	0.00	0
211-00-75-50-5900	BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0
TOTAL GENERAL ADMINISTRATION		64,043.26	923,212.00	590,262.86	11,512.45	321,436.69	65
TOTAL EXPENSES:		64,043.26	923,212.00	590,262.86	11,512.45	321,436.69	65
TOTAL FUND REVENUES		9,201.25	923,212.00	592,204.90	0.00	331,007.10	64
TOTAL FUND EXPENSES		64,043.26	923,212.00	590,262.86	11,512.45	321,436.69	65
FUND SURPLUS (DEFICIT)		(54,842.01)	0.00	1,942.04			
TOTAL ALL FUND REVENUES		9,201.25	923,212.00	592,204.90	0.00	331,007.10	64
TOTAL ALL FUND EXPENSES		64,043.26	923,212.00	590,262.86	11,512.45	321,436.69	65
ALL FUND SURPLUS (DEFICIT)		(54,842.01)	0.00	1,942.04			

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE EIGHT MONTHS ENDING AUGUST 31, 2022
With Comparative Totals for August 31, 2021

	2021 Actual	2022 Actual	2022 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	436,094	455,970	455,970	
Compensated Absences	39,408	46,367	46,367	
Emergency/unanticipated Expenditures	61,708	64,625	64,625	
Major Equipment Replacement	79,702	89,566	89,566	
TOTAL FUND BALANCE 1/1/XX	616,912	656,528	656,528	
Revenues:				
Taxes	397,200	435,225	759,331	57%
Intergovernmental	85,827	91,773	128,000	72%
Charges for Services	18,004	27,924	28,082	99%
Fines & Forfeits	132	13	-	0%
Blandin Foundation Grant	-	-	-	0%
GR Library Foundation	3,400	25,410	-	0%
Miscellaneous	5,816	11,861	7,800	152%
Other Sources-Operating Transfer	-	-	-	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	510,378	592,205	923,213	64%
Expenditures:				
Personnel	415,315	421,251	667,190	63%
Supplies/Materials	41,801	68,862	92,500	74%
Other Services/Charges	74,137	100,150	163,523	61%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	531,253	590,263	923,213	64%
OPERATING SURPLUS (DEFICIT)	(20,875)	1,942	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	-	-	0%
Fund Balance 8/31/XX				
Cash Flow	415,219	457,912	455,970	
Compensated Absences	39,408	46,367	46,367	
Emergency/unanticipated Expenditures	61,708	64,625	64,625	
Major Equipment Replacement	79,702	89,566	89,566	
TOTAL FUND BALANCE 8/31/XX	<u>\$ 596,037</u>	<u>\$ 658,470</u>	<u>\$ 656,528</u>	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$37,730 as of 7/31/22. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

DATE: 09/07/2022
TIME: 15:50:52
ID: GL450000.WOW

CITY OF GRAND RAPIDS
DETAILED BALANCE SHEET

PAGE: 1
F-YR: 2022
Item 3.

FUND: PUBLIC LIBRARY
FOR 8 PERIODS ENDING AUGUST 31, 2022

ACCOUNT #	DESCRIPTION	BALANCE 01/01/22	NET DEBITS	NET CREDITS	BALANCE 08/31/22

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	342,883.49	342,883.49	0.00
211-00-00-00-1010	CASH	644,391.81	602,364.19	634,663.33	612,092.67
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
211-00-00-00-1050	TAXES RECEIVABLE-CURRENT	0.00	0.00	0.00	0.00
211-00-00-00-1070	TAXES RECEIVABLE-DELINQUENT	30,777.00	0.00	0.00	30,777.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	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	42,033.00	0.00	0.00	42,033.00
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	3,122.88	2,218.16	3,122.88	2,218.16
211-00-00-00-1551	PREPAID INSURANCE	9,181.35	23,151.00	24,616.07	7,716.28
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	49,976.16	38,595.56	11,380.60
TOTAL		729,596.04	1,020,593.00	1,043,881.33	706,307.71
TOTAL ASSETS		729,596.04	1,020,593.00	1,043,881.33	706,307.71

LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	32,186.33	635,035.59	608,488.03	5,638.77
211-00-00-00-2030	SALES TAX PAYABLE	0.00	262.99	305.04	42.05
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	10,105.46	10,105.46	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	30,777.00	0.00	0.00	30,777.00
211-00-00-00-2220	DEFERRED REVENUES	0.00	0.00	0.00	0.00
TOTAL		73,068.79	645,404.04	608,793.07	36,457.82

DATE: 09/07/2022
TIME: 15:50:52
ID: GL450000.WOW

CITY OF GRAND RAPIDS
DETAILED BALANCE SHEET

PAGE: 2
F-YR: 22

Item 3.

FUND: PUBLIC LIBRARY
FOR 8 PERIODS ENDING AUGUST 31, 2022

ACCOUNT #	DESCRIPTION	BALANCE 01/01/22	NET DEBITS	NET CREDITS	BALANCE 08/31/22
TOTAL LIABILITIES		73,068.79	645,404.04	608,793.07	36,457.82
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	656,527.25	0.00	0.00	656,527.25
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	38,595.56	49,976.16	11,380.60
TOTAL		656,527.25	38,595.56	49,976.16	667,907.85
	FUND SURPLUS (DEFICIT)	0.00	0.00	1,942.04	1,942.04
TOTAL FUND EQUITY		656,527.25	38,595.56	51,918.20	669,849.89
TOTAL LIABILITIES AND FUND EQUITY		729,596.04	683,999.60	660,711.27	706,307.71

RESOLUTION NO. 2022-08
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:

Library Foundation \$1,174.24 (\$900.00 for June/July Story Time and \$274.24 Artastic Supplies)

Adopted this 14th day of September, 2022

Jean MacDonell, President

Lisa Tabbert, Secretary

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

ACTUAL 2018-2021 EXPENDITURES, 2022 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	YTD ACTUAL 5/31/2022	PROPOSED 2023 BUDGET
REVENUES							
Taxes							
Current	\$ 589,054	\$ 592,536	\$ 597,651	\$ 605,929	\$ 759,331	\$ -	
Delinquent	2,901	4,966	3,003	8,908	-	-	
Fiscal Disparities	61,320	62,931	63,130	52,442	-	-	
Total Taxes	<u>653,275</u>	<u>660,433</u>	<u>663,784</u>	<u>667,279</u>	<u>759,331</u>	<u>-</u>	
Intergovernmental							
Supplemental Aid	37,441	34,162	33,613	33,728	-	-	
State of Minnesota	10,020	206	-	-	-	-	
Library Contracts	131,961	133,463	144,800	146,043	128,000	4,800	128,000
Total Intergovernmental	<u>179,422</u>	<u>167,831</u>	<u>178,413</u>	<u>179,771</u>	<u>128,000</u>	<u>4,800</u>	<u>128,000</u>
Charges for Services							
ALS Cross-overs	5,282	5,282	8,045	8,045	5,281	8,045	5,281
Photo Copies	3,149	3,676	851	1,579	2,000	738	2,000
Internet	3,442	2,837	480	876	2,000	669	2,000
Library Fees-Proctoring	540	400	160	130	100	100	100
Passport Processing Fee	36,815	34,755	10,745	17,185	18,200	9,695	18,200
Fax Machine Use	1,219	1,776	533	367	500	196	500
Total Charges for Services	<u>50,447</u>	<u>48,726</u>	<u>20,814</u>	<u>28,182</u>	<u>28,081</u>	<u>19,444</u>	<u>28,081</u>
Fines and Forfeits							
Library Fines	11,309	11,135	2,270	220	-	13	-
Total Fines and Forfeits	<u>11,309</u>	<u>11,135</u>	<u>2,270</u>	<u>220</u>	<u>-</u>	<u>13</u>	<u>-</u>
Miscellaneous Revenue							
Donations	15,688	18,648	5,728	4,089	1,500	7,337	1,500
Memorial Books	985	315	-	-	-	-	
Donations-Children's Library	1,181	-	-	-	-	-	
Donations-Library Programs	-	-	-	330	-	-	
Endowment Fund Income	(1,915)	4,456	2,367	6,981	1,300	1,423	1,300
Donations-ADA Project	4,000	-	-	-	-	-	
Grand Rapids Lib Foundation	13,225	22,752	7,170	3,400	-	8,697	
Meeting Room Receipts	4,140	3,517	1,225	-	2,000	-	-
Blandin Grants	-	-	-	-	-	-	
MIRC	-	-	-	-	-	-	
Miscellaneous	1,674	2,640	1,414	2,311	-	1,247	-
Energy Rebates	450	-	-	-	-	-	
Investment Income	4,092	5,783	4,557	4,001	3,000	479	3,000
Total Miscellaneous Revenue	<u>43,520</u>	<u>58,111</u>	<u>22,461</u>	<u>21,112</u>	<u>7,800</u>	<u>19,183</u>	<u>5,800</u>
Other Sources							
Insurance Recovery	-	-	-	-	-	-	
Operating Transfer - In	-	-	6,241	-	-	-	
Fund Balance Usage	-	-	-	-	-	-	
Total Revenues	<u>937,973</u>	<u>946,236</u>	<u>893,983</u>	<u>896,564</u>	<u>923,212</u>	<u>43,440</u>	<u>161,881</u>

EXPENSES

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

ACTUAL 2018-2021 EXPENDITURES, 2022 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	YTD ACTUAL 5/31/2022	PROPOSED 2023 BUDGET
Operating Transfer Out	-	-	-	-	-	-	-
Personnel							
Salary-Full time	431,071	436,190	411,174	398,402	387,168	141,465	398,042
Salary-Full time overtime	-	-	-	-	-	-	-
Salary-Part Time	25,278	23,023	24,748	53,774	80,820	24,343	83,667
Salary-Part time overtime	-	-	-	-	-	-	-
Contracted Services	8,384	8,067	490	4,845	8,510	6,860	8,510
PERA	33,828	33,584	32,259	35,699	35,099	12,436	36,128
FICA	27,966	27,621	26,777	27,825	29,015	10,195	29,866
Medicare	6,540	6,460	6,263	6,508	6,786	2,384	6,985
Health Insurance	133,360	131,788	144,592	115,625	116,541	45,810	116,541
Life Insurance	243	242	176	199	232	122	206
Unemployment	-	-	-	8,787	-	-	-
Worker's Comp	2,140	2,460	2,443	2,954	3,018	1,064	2,548
Total Personnel	668,810	669,435	648,922	654,619	667,189	244,681	682,494
Supplies and materials							
Office Supplies	8,679	5,856	4,883	3,732	8,500	2,867	8,000
Copy Supplies	1,178	1,637	441	450	1,500	118	1,500
Printing/binding	773	1,185	611	478	1,000	439	1,000
Computer Supplies	4,567	3,192	1,253	3,522	3,000	1,193	3,000
Computer Inventory	2,696	3,502	883	10,560	2,500	-	2,500
Assets between 700 and 4999	10,804	11,680	1,099	1,529	12,000	13,361	10,000
Inventorial Supplies Equip<700	2,164	921	943	790	1,000	1,046	1,000
Volunteer Prgm Supplies & Mat	663	483	175	414	500	571	718
Operating Supplies	1,567	1,187	1,720	2,744	2,000	1,813	2,000
Books	42,533	38,622	36,273	41,791	39,000	23,793	39,000
Audio/Visual	8,174	8,471	6,020	8,787	9,000	4,107	9,000
Newspapers	2,525	2,681	1,236	1,459	2,000	1,228	2,000
Periodicals	6,275	5,697	5,345	5,588	7,500	26	7,500
Maintenance Tools/Supplies	3,241	3,173	1,572	2,061	3,000	602	3,000
Other Supplies/Materials	-	-	-	90	-	360	-
Equipment/Parts	-	-	-	-	-	-	-
Volunteer Coordinator Materials	-	-	-	-	-	-	-
Total supplies and materials	95,839	88,287	62,454	83,995	92,500	51,524	90,218
Services and Charges							
Professional Services	7,085	395	-	-	500	350	500
Accounting Services	1,100	1,131	1,163	1,113	1,500	-	1,500
Legal	-	-	-	-	-	-	-
Laundry	709	902	242	457	1,000	308	1,000
Janitorial Services	20,400	19,632	15,613	20,400	20,400	4,675	20,400
Other Contracted Services	13,448	25,365	3,935	4,289	26,323	4,199	12,000
Telephone	5,280	5,515	4,570	4,811	6,000	1,920	6,000
Postage/Freight	2,967	3,100	1,256	1,743	3,500	908	3,500
Seminar/Meetings/School	523	144	20	-	-	-	-
Staff Training	-	191	-	-	-	-	-
Community Ed/Promotion	295	205	216	216	-	216	-
Professional Service-Collections	1,638	1,647	367	343	2,000	665	2,000
Auto Mileage/travel	60	-	-	-	-	-	-
Publishing and Advertising	1,213	458	-	105	600	420	600

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

ACTUAL 2018-2021 EXPENDITURES, 2022 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	YTD ACTUAL 5/31/2022	PROPOSED 2023 BUDGET
General Insurance	8,508	8,255	8,745	8,043	9,000	8,585	9,000
Electricity	33,701	32,875	27,668	34,158	35,000	9,896	35,000
Garbage Removal	4,153	3,695	1,680	1,766	2,000	550	2,000
Heat-Natural Gas	2,939	3,597	4,399	5,031	8,000	2,383	8,000
Maintenance Contracts	9,843	10,224	10,231	10,499	9,500	2,140	9,500
Building Maintenance/Repairs	16,234	6,239	13,796	7,006	15,000	8,325	15,000
Grounds Maintenance	1,312	328	-	-	1,000	-	1,000
Computer Maintenance/Repairs	8,174	9,204	8,758	8,766	9,000	1,079	9,000
On-line Services	2,564	2,564	2,564	2,564	3,500	983	3,000
General Equip Maint/Repair	4,952	6,861	7,687	5,525	8,000	1,026	8,000
Equipment Leases	1,869	1,445	1,445	1,451	1,500	602	1,500
Miscellaneous	-	-	852	20	-	-	-
Dues & Subscriptions	30	30	30	30	-	-	-
Interlibrary Loan Charges	28	80	-	-	200	-	-
Endowment Fund Expenditures	-	-	-	-	-	-	-
Fund Balance Payback	-	-	-	-	-	-	-
Total Other Services	<u>149,025</u>	<u>144,082</u>	<u>115,237</u>	<u>118,335</u>	<u>163,523</u>	<u>49,229</u>	<u>148,500</u>
Capital Outlay							
Equipment/Mach/Furn/Fixture	-	7,708	5,536	-	-	-	-
Building/Bldg Improvements	<u>20,041</u>	<u>813</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital Outlay	<u>20,041</u>	<u>8,521</u>	<u>5,536</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
GRAND TOTAL	<u>933,715</u>	<u>910,325</u>	<u>832,149</u>	<u>856,949</u>	<u>923,212</u>	<u>345,433</u>	<u>921,212</u>
REVENUE/(EXPENDITURES)	<u>\$ 4,258</u>	<u>\$ 35,911</u>	<u>\$ 61,834</u>	<u>\$ 39,615</u>	<u>\$ -</u>	<u>\$ (301,994)</u>	<u>\$ (759,331)</u>

Arrowhead Library System

Jim Weikum
218-741-3840

Purpose Statement

Arrowhead Library System enhances the value of all types of libraries to their communities by cultivating collaboration, technological innovation, and professional development; and enriches the quality of life by providing direct services for those without a public library and access to electronic resources for all people in northeastern Minnesota.

The region's public libraries are strong and vital hubs in their communities, and a source of great civic pride. People of all ages, locations, and socio-economic backgrounds actively make use of public library services. Public libraries are in tune with changing needs in their communities and respond with services and programming that consistently satisfy and delight the people who use them. The Library System's strategic plan identifies four areas of attention for the next three years: Embrace Empowerment; Optimize the Customer Service Experience; Increase Awareness; and, Support Lifelong Learning

Regional Public Library Systems energize the public library community by using their combined talents to provide leadership in identifying where public libraries will be in the future.

2023 Initiatives

- Library Services

Itasca County is a member of the Arrowhead Library System (ALS), a seven-county regional public library system organized through a joint powers agreement. Membership in ALS extends access to library services for all Itasca County residents. ALS provides direct services to Itasca County residents through the Bookmobile and Mail-A-Book program. Itasca County residents can use their Arrowhead library card at any public library in the County, any of ALS's 27 member public libraries, on the ALS Bookmobile, or at nearly every public library in the State of Minnesota. When library buildings are closed, the ALS library card is a lifeline to still available digital library services and resources. Through ALS membership, Itasca County residents are also able to access an array of State-funded electronic resources. ALS provides and/or underwrites various services to the six public libraries in Itasca County. During the 2020 shutdown, ALS diverted significant financial resources into the Overdrive service with e-books and downloadable audiobooks, and not surprisingly, this service saw yet another significant increase in usage. In 2020, ALS began subscribing to an online service called TumbleBooks that is available to all residents of the region with a library card. TumbleBooks are animated, talking picture books that have been created from existing

picture books from well-known publishers and authors. In 2021, ALS was provided with additional funds through the State of Minnesota's Regional Library Telecommunications Aid (RLTA) program which enable additional investments in content for the Overdrive service, as well as the addition of a subscription to the Creativebug online resource for library patrons. This resource offers more than 1,000 award-winning arts and crafts video classes taught by recognized design experts and artists. In 2022, ALS brought back the online ChiltonLibrary.com service providing 24/7 access to information on vehicle maintenance and repair, as well as technical service bulletins. In 2022, ALS also licensed Open Access, which includes free access to over 40 million vetted, quality, open access journals, eBooks, and eTextbooks.

As has been the case for many years, ALS provides broadband Internet connections for the six public libraries in Itasca County (Bovey, Calumet, Coleraine, Grand Rapids, Keewatin, and Marble). Internet service is provided at no charge to each library thanks to ALS's efforts to combine funds from the State of Minnesota (the RLTA program) that are leveraged with discounts through the federal Universal Service (e-Rate) program for schools and libraries. Starting in 2019, ALS was given the option of offering member libraries the opportunity to utilize their existing broadband connection to offer Wi-Fi service to the public using the library. The only cost to the local public library would be for any necessary re-wiring of their buildings. In 2021, ALS received \$110,000 in federal American Rescue Plan Act (ARPA) funding, with the bulk of those funds made available as sub-grants to interested public libraries. Libraries will be wrapping up their sub-grant projects this summer.

Starting in June 2022 and extending into 2023, ALS has engaged the services of the Northspan Group (Duluth, MN) to conduct a comprehensive strategic planning process with widespread stakeholder participation.

Although no County funds are being used, each year ALS invests in a separate e-book collection that is available only to students in K-12 schools across the seven-county ALS service area. The content of the collection is geared specifically toward K-12 students. To date, the collection is being used by students from the following schools: Robert J. Elkington Middle School; Deer River High School; and, St. Joseph's School in Grand Rapids.

ALS is cognizant of the major financial challenges facing all public agencies in 2022 and beyond. Our 2023 Budget request is **\$402,526** which is a 2.5% increase over the 2022 allocation. The request for an increase results in part from a dramatic increase in fuel costs for the ALS Bookmobile service as well as fuel surcharges imposed by the courier service providing delivery service to all ALS libraries, including Bovey, Calumet, Coleraine, Grand Rapids, Keewatin, and Marble.

Will Richter

From: Mollie Stanford <mollie.stanford@alslib.info>
Sent: Friday, August 26, 2022 8:53 AM
To: Library Directors
Cc: Mollie Stanford; Jim Weikum; Nikki Erickson
Subject: [Library Directors] Minimum Level of Local Support Meeting Recording

Good morning!

If you missed yesterday's session, no worries! Here is the recorded version for listening/viewing: <https://vimeo.com/743208554/e8504c992b>

Have a great weekend!

Mollie

Mollie M. Stanford, MLIS (she/her)
 Regional Librarian -- Youth Services & Training
 Arrowhead Library System
 5528 Emerald Avenue, Mountain Iron, MN 55768
 (218) 741-3840

*My work day may look different than your work day. Please do not feel obligated to respond outside of your normal working hours.

On Tue, Aug 16, 2022 at 3:18 PM Jim Weikum <jim.weikum@alslib.info> wrote:
 Recently, I shared with directors of all 27 ALS public libraries copies of a letter from the MN Dept. of Education. The letter arrives at the same every year and identifies the "minimum amount" of funding that each city is required to provide for its local library. With several new (and almost new) library directors, it was suggested that it might be useful to devote a conversation to what those letters from MDE really represent. To that end, I have scheduled a Zoom meeting for Thursday, August 25 at 11:00 a.m. All ALS libraries are welcome to participate. the Zoom coordinates are below:

Everything you always wanted to know about Minimum Level of Local Support

Thursday, August 25·11:00am – 12:15pm

Location:

<https://us02web.zoom.us/j/83495760577?pwd=TVZFWnhUbmZ5REJ4M01vbnd6UnJkdz09>

notes

Description:Als Zoom is inviting you to a scheduled Zoom meeting. Join Zoom Meeting

<https://us02web.zoom.us/j/83495760577?pwd=TVZFWnhUbmZ5REJ4M01vbnd6UnJkdz09>

z09 Meeting ID: 834 9576 0577 Passcode: 920860 One tap mobile

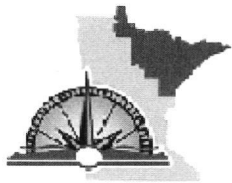
+16468769923,,83495760577#,,,,*920860# US (New York) +16469313860,,83495760577#,,,,*920860# US Dial
by your location +1 646 876 9923 US (New York) +1 646 931 3860 US +1 301 715 8592 US (Washington DC)
+1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 386 347 5053 US +1 564 217 2000 US +1 669 444
9171 US +1 669 900 6833 US (San Jose) +1 719 359 4580 US +1 253 215 8782 US (Tacoma) +1 346 248
7799 US (Houston) Meeting ID: 834 9576 0577 Passcode: 920860 Find your local number:

<https://us02web.zoom.us/j/83495760577>

1. 10 minutes before

--

Jim Weikum, Executive Director
Arrowhead Library System
5528 Emerald Avenue
Mountain Iron, MN 55768
(218) 741-3840
[*jim.weikum@alslib.info*](mailto:jim.weikum@alslib.info)



Collection Development Guidelines

8/25/2021

1

COLLECTION DEVELOPMENT GUIDELINES GRAND RAPIDS AREA LIBRARY

These Guidelines are intended to assist staff members responsible for materials selection to develop a collection of resources in keeping with the Mission, Vision, Values Statements and policies of the board of Directors.

MISSION STATEMENT

The Grand Rapids Area Library is a welcoming place that builds an informed, engaged and enlightened community by helping children develop a love of reading, supporting lifelong learning, connecting individuals, and enriching leisure time.

VISION STATEMENT

We will be recognized as a source of knowledge and information; a place to gather and discuss; an encourager of reading; a partner in cooperation with the city, the county, the schools and our supporting organizations. We will be acknowledged as a gateway to lifelong learning, offering a full spectrum of services.

CORE VALUES STATEMENT

The Grand Rapids Area Library values:

- A literate community
- A place for learning and sharing information
- Reading for education and enlightenment in a digital world
- Responsiveness to the changing needs of the community
- A community that loves reading
- Intellectual property rights
- Ethical, fiscally responsible stewardship
- An affirmative approach for effectively converting information to knowledge
- Collaboration with our stakeholders
- Diversity of people and ideas
- Our staff
- The educational, social and cultural development of children
- Skilled, dedicated and respectful customer service

Guidelines for selection of materials for the Grand Rapids Area Library

Introduction: The Library's efforts in obtaining, developing access to, and withdrawing materials will be focused on fulfilling the Mission, Vision and Core Values as defined in the Long Range Strategic Plan of the Library Board. The Board's policy on collection development is as follows:

Statement of Collection Scope

Collection Development Guidelines

8/25/2021

2

The Grand Rapids Area Library Board of Trustees acknowledges the Library's responsibility, as a reference and referral library of the State of Minnesota, to provide materials to meet the varied information needs of the public it serves and to fill at least 95% of all information and title requests from locally available resources.

Inclusiveness: The Library collection shall include representative materials of all races and nationalities, and all political, religious, economic and social views. The collection will be carefully developed in order that a full range of opinion on controversial issues will be represented, and that the needs of special groups will be balanced with general demand.

Current content: The collection will be focused on currently useful materials. Specialized research materials will be made available through participation in the Arrowhead Regional Library System and other statewide programs.

In order to keep the collection current, the Board directs that procedures be implemented to weed five percent (5%) of the collection yearly.

1. Authority and Responsibility

- 1.1 Final authority for the determination of policy in the selection and acquisition of materials is vested in the Library's Board of Trustees.
- 1.2 Ultimate responsibility for book selection, as for all library activity, rests with the Director, who operates within the framework of policies determined by the Board of Trustees.

2. Objectives

The book selection policy is intended to implement the collection development policy of the Board.

3 Basic Criteria for selection of materials include:

- 3.1 Permanence and timeliness of contents
- 3.2 Accuracy of information
- 3.3 Authoritativeness of contents
- 3.4 Suitability of presentation and format for intended audience and subject matter.
- 3.5 Social significance
- 3.6 Quality and artistic merit as indicated in critical reviews in standard review sources relevant to the type of material
- 3.7 Reputation of publisher in regards to physical quality of products
- 3.8 Public interest in the item as evidenced by patron requests, circulation statistics for other books by the author or type, or inclusion on published "best seller" lists.
- 3.9 Cost of the item in relation to the total materials budget
- 3.10 Collector's items, as such, are not purchased.

Collection Development Guidelines

8/25/2021

3

4. Special criteria: In addition to the general criteria, which apply to all purchases, special criteria should be applied when selecting for specific collections.

4.1 Special Criteria for the General and Reference Collections

- 4.1.1 Selectors will give highest priority to materials providing access to information on frequently researched topics.
- 4.1.2 Selectors will avoid duplication of resources readily accessible in other libraries in the community or system unless that duplication is needed to provide adequate access for all.
- 4.1.3 Selectors will seek resources reflecting the special interests and needs of the community served.
- 4.1.4 Selectors will make a significant effort to find and obtain materials providing information on the history of Grand Rapids and Itasca County and to maintain a wide variety of materials published in and about the State of Minnesota. General availability of these items shall be a consideration in the determination as to whether an item may be withdrawn from the collection due to lack of use.

4.2 Special Criteria for Children's Materials

- 4.2.1 Children's Department materials should promote the health, safety and well being of children
- 4.2.2 Materials selected will deal with those concerns and topics of interest to children. Information of importance to children will not be excluded because some individuals might prefer that their children not have access to materials on the subject.
- 4.2.3 Special care will be taken to select materials which allow children to explore areas of interest not normally found I school curricula.
- 4.2.4 Titles that receive prestigious awards such as the Caldecott and Newbery Medals will be given high priority.
- 4.2.5 Recipients of the Minnesota Book Award in children's literature will have high priority for selection.

4.3 Special Criteria for Young Adult Materials

- 4.3.1 Materials should be aimed at the special interests and needs of young adults.
- 4.3.2 The paperback format will be given special consideration for materials of transitory interest and for fiction.

4.4 Special Criteria for Audiovisual Materials

- 4.4.1 Suitability of content to format is a special consideration for this collection.
- 4.4.2 Materials will be selected with the balance of the entire collection in mind.

4.5 Special criteria for periodicals

- 4.5.1 Periodicals should be self indexed or included in periodical indexes available in the library
- 4.5.2 Periodicals selected should have been in continuous publication for at least one year.

Collection Development Guidelines

8/25/2021

4

- 4.5.3 The availability of full text contents in existing library electronic subscriptions will be taken into account when choosing periodicals.
- 4.6 Gift materials Gift materials will be selected for addition to the collection under the appropriate criteria listed above. Donors will be informed at the time of the donation that materials not falling within the selection criteria of the library may be given to the Friends of the Library for their book sale room.
- 5. **Materials Withdrawal Policy. The withdrawal of materials is an important aspect of collection development. When library materials lose the value for which they were originally selected, they should be withdrawn so that the collection remains vital and useful. The withdrawal of materials is based on the following guidelines:**
 - 5.1 Worn or damaged materials will be removed from the library and replaced if purchase of the replacement would fall within the guidelines of the selection policy.
 - 5.2 Materials which contain information which is outdated should be withdrawn unless they are deemed important for maintenance of historic information on the topic. Materials withdrawn under this proviso should be replaced with more current information as needed.
 - 5.3 Duplicate copies of titles which have waned in popularity will be removed by eliminating those most worn.
 - 5.4 To control storage costs and provide room for new materials, little used materials will be considered for withdrawal
- 6. **Implementation of Freedom to Read Statement**
 - 6.1 No materials shall be excluded because of the race, nationality, political, social or religious views of the author
 - 6.2 No library materials will be labeled for the purpose of rating the suitability of its content for prospective readers.
 - 6.3 No item will be sequestered except to protect it from damage or theft.
 - 6.4 No library materials which was selected in accordance with the policies of the Board shall be removed from the collection except by express order of a court of competent jurisdiction or by the withdrawal policy of this board and established weeding procedures.
 - 6.5 No library material shall be excluded from the collection because it may fall into the hands of children. Responsibility for a child's reading rests with the child's parent or legal guardian

Request for Reconsideration of a Book or other Library Material

Grand Rapids Area Library

Grand Rapids, MN

The Grand Rapids Area Library welcomes the opportunity to discuss the interpretation and application of the library's material selection principles. Please complete the following concerning the material in question and return it to us so that the library will have an accurate understanding of your comments. Use additional pages as desired.

Author: _____

Title: _____

Publisher: _____

What kind of item? ☐ Book ☐ DVD or Video ☐ Magazine ☐ Audio Book

Patron's name: _____

Telephone: _____

Address: _____

City: _____ Zip Code: _____

1. Do you speak as an individual or as a representative of an organization? If you are with an organization, please identify it.
2. Did you read the entire publication? _____ If not, which part?

3. What portion of the publication did you object to? Please cite the pages or sections?

4. What do you feel might be the result of reading, hearing or seeing this material?

4. Do you believe there is anything good about this publication?

5. Are you familiar with reviews of this publication?

6. Can you recommend a better publication of this kind?

7. What would you like your library to do about this material?

____ Move it or re-label it ____ Withdraw it

Date: _____ Patron's signature: _____

THE FREEDOM TO READ

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label “controversial” views, to distribute lists of “objectionable” books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be “protected” against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings. The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953; revised January 28, 1972, January 16, 1991, July 12, 2000, June 30, 2004, by the ALA Council and the AAP Freedom to Read Committee.

A Joint Statement by:

American Library Association
Association of American Publishers

Subsequently endorsed by:

American Booksellers Foundation for Free Expression
The Association of American University Presses, Inc.
The Children's Book Council
Freedom to Read Foundation
National Association of College Stores
National Coalition Against Censorship
National Council of Teachers of English
The Thomas Jefferson Center for the Protection of Free Expression

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948.

Amended February 2, 1961; June 28, 1967; and January 23, 1980,
inclusion of "age" reaffirmed January 23, 1996,
by the ALA Council.

GRAL Director's Report

SEPTEMBER 2022

ADVOCACY

-Arrowhead Library System Request to Itasca County

At the direction of the ALS Board, Executive Director Jim Weikum is submitting a funding request to Itasca County seeking a 2.5% increase over the FY 2022 support amount to \$402,526.

-Local Elections (especially County Board of Commissioners)

The Library is locally funded by City and County property tax levies. Three County Board seats are open – with no incumbents running. The outcome of these races could influence our goal of an equitable funding scenario.

-State Legislature (Regional Library Basic System Support et al.)

Hopes for a Special Session did not pan out. Lawmakers left St. Paul without passing major bills or making plans for a special session. This means no action on Regional Library Basic System Support (RLBSS) or other Minnesota Library Association (MLA) legislative initiatives until next session.

I am monitoring Minnesota Library Association meetings and will have an update when 2023 Legislative priorities come out.

LIBRARY MANAGEMENT

-Summer Celebration

531 participants – our largest program (ever)! Thank you to the volunteers who help make this day possible!!!

-Music Park Collaboration with KAXE

McCarty Park is ready for play. A big thank you to KAXE and the Library Foundation for funding this project! Kathy McCarty is very excited to visit and dedicate the park along with KAXE staff and Foundation representatives.

-RIVERFEST summary

I have an RIVERFEST update on the Agenda.

FACILITIES MAINTAINANCE / SPACE

-Drive-thru Paving

The island near the drive-thru was removed and paved. This will help patrons approach the book drop and make snow removal easier.

-Book drop

Al's Restoration installed the new book drop 8/30. The drop was closed for a few days for the masonry to set up, but is now operational. Thank you to the Catholic Community Foundation for funding this project.

FIRE RESPONSE

I responded to 8 fire calls from the Library in August.

END OF REPORT

August in Children's

Wow! What a day! Our Second Annual Summer Celebration seemed a great success. We had over 500 people for activities, prize books, popcorn, and Kona Ice. One Mama told me, "You know the difference between this event and others like it? Here, the kids actually DO all the projects. It's great!" And, it's true, out of the 800+ activities planned, we had only about 12 left. (Enough supplies were ordered/gathered ((Amy picked 200 pinecones!)) for 100 activities per table X eight tables. But, due to quantities per package of supplies, some tables had more than 100 projects to offer. Balance sticks, for example had 150 sticks...and used them all!) Just this week we had another Mom come in with her toddler daughter. "I just wanted to tell you how much fun we had at the library party, I took the day off work, and it was totally worth it!" Thank you to the Library Board members who showed up, your help was invaluable! Also, thanks to Cyndy Martin for rounding up a slew of volunteers, many hands truly made light work. The Cyndy/Sheena greeting committee, as always, was highly entertaining, and Deb Kee was magnificent with the most complex project, Oiled Paper Suncatchers. Thank you! (Plans are already in the works for Summer Celebration 2023. August 16, 2023. Clear your calendars!) Oh! In addition to all the other fun of our Second Annual Summer Celebration, we had more than 125 people turn in their reading logs and collect their free book!

August also brought a milestone event for me: we actually had a face-to-face gathering for Children's Librarians at ALS Headquarters in Mountain Iron for the first time since the pandemic. I need face-to-face gatherings like this. Other, like-minded, people energize me, and it was a good idea-generating event for me.

August also brought another installment on KAXE's What We're Reading program, and an episode of Michael Goldberg's Stay Human, where I shared the roots of my librarianship. (There's a falling-apart book involved.) Filming, and prepping for, many Online Storytime episodes, and planning for the return of in-person programming rounded out one heck of a great month.

Monthly Report - Overview for Aug 2022

Locations on this report: Grand Rapids Area Library

Checkout

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
1st Time	11276	10791	4	9777	15	78278	52436	49
Phone Renewal	291	413	-30	159	83	2415	1280	88
Renewal	155	105	47	320	-52	1414	1179	19
Opac Renewal	707	713	-1	712	-1	5239	4373	19
Offline 1st Time	0	0	0	0	0	0	0	0
Offline Renewal	0	0	0	0	0	0	0	0
Dayend Auto Renew	0	0	0	0	0	0	0	0
Total	12429	12022	3	10968	13	87346	59268	47

Checkout Stock Rotation

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
1st Time	0	0	0	0	0	0	0	0
Phone Renewal	0	0	0	0	0	0	0	0
Renewal	0	0	0	0	0	0	0	0
Opac Renewal	0	0	0	0	0	0	0	0
Offline 1st Time	0	0	0	0	0	0	0	0
Offline Renewal	0	0	0	0	0	0	0	0
Dayend Auto Renew	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

Checkin

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
Normal	11131	9710	14	9695	14	71039	48515	46
Late	2064	1919	7	2009	2	14955	8404	77
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
Total	13195	11629	13	11704	12	85994	56919	51

Requests Placed

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
Placed	1815	1774	2	1614	12	14766	19449	-25
Total	1815	1774	2	1614	12	14766	19449	-25

Requests Resolved

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
Cancelled	85	79	7	96	-12	665	1024	-36
Filled	2797	2604	7	2634	6	22209	28411	-22
Expired	1	0	100	10	-90	22	24	-9
Total	2883	2683	7	2740	5	22896	29459	-23

Holds Resolved

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
Picked Up	1712	1659	3	1563	9	13370	19424	-32
Cancelled	3	3	0	3	0	28	28	0
Expired	133	103	29	144	-8	1040	1134	-9
Total	1848	1765	4	1710	8	14438	20586	-30

Overdues

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
1st Notice	536	550	-3	483	10	3776	1752	115
2nd Notice	0	1	-100	0	0	16	8	100
3rd Notice	1	0	100	0	100	3	6	-50
4th Notice	0	1	-100	1	-100	2	2	0
5th Notice	0	0	0	0	0	0	0	0
Final Notice	0	0	0	0	0	0	0	0
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	193	154	25	106	82	1089	423	157
Total	730	706	3	590	23	4886	2191	123

Borrower Delta

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
New (Manual)	107	106	0	70	52	728	338	115
Deleted (Manual)	7	8	-13	7	0	70	45	55
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0

-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	114	114	0	77	48	798	383	108

Bib Delta

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	127	153	-17	135	-6	1377	1001	37
Deleted (Manual)	561	336	66	72	679	3056	1095	179
New (Batch)	61	41	48	47	29	510	331	54
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	749	530	41	254	194	4943	2427	103

Auth Delta

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	1	0	100	0	100	6	2	200
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1	0	100	0	100	6	2	200

Item Delta

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	346	377	-9	364	-5	3864	3105	24
Deleted (Manual)	906	600	51	90	906	6245	3510	77
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1252	977	28	454	175	10109	6615	52

Acquisitions Activities

Description	Aug 2022	Jul 2022	%chg	Aug 2021	%chg	2022 YTD	2021 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	197	244	-20	216	-9	2249	1836	22
Items Rcvd by Ven	199	248	-20	219	-10	2278	1870	21
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	396	492	-20	435	-9	4527	3706	22

Grand Rapids Area Library
Reference Statistics
August 2022

	August 2022	YTD 2022
Door Count	3984	35934
Reference Questions	294	2246
Computer Help Over 5 Minutes	22	251
Tests Proctored	1	10
Public Computer Use: Sessions	326	2503
Public Computer Use: Hours Used	205	1716
Special Computer Sessions	121	888
Passports Accepted	96	494

August 2022

TRAP 315
DIRTY FOR 1

Item 9.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 8807/444 4	2 616/308 2	3 COUNT NOT DONE 3	4 336/168 7	5 354/177 2	6 1B
7	8 8807/444 975/488 4 * voting poll opened 8:00	9 1644/823 Voting 6	10 639/300 4	11 4	12 5	13 23
14	15 5	16 0 A	17 639/300 1	18 204 5 4	19 364/182 4	20 24
21	22 616/308 7	23 252/126 2	24 1000/500 4	25 *1506* 4	26 1657 6	27 23
28	29 1978 5	30 2238 1	31 2513 2			8

* NOTATING RUNNING TOTAL# (LARGEST

August 2022

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 2+16 NP C	2 8+10 NP C	3 2+10 NP C	4 14 NP C	5 15 NP C	6
7		1111 1 8 24 NP C	1111 111 9 12 NP C	10 13 NP C	1111 11 11 14 NP C	12 15 NP C	13
14		111 111 15 15 NP C	1111 11 16 13 NP C	1111 17 12 NP C	1111 18 8 NP C	1111 19 11 NP C	20
21		1111 22 12 NP C	1111 1 23 8 NP C	1111 11 24 9 NP C	1111 25 10 NP C	1111 26 4 NP C	27
28		111 29 10 NP C	111 30 2+12 NP C	111 31 3+14 NP C	111 1 111	111	

Children's StatsMonth August 2022**Online Storytime**Programs: 4Facebook views: 291YouTube views: 2087Total views: 2378**Summer Reading Scavenger Hunt**Programs: 2 Brag tags given out: 140Facebook views: 158YouTube views: 129Total views: 287**Artastic**Programs: 1Facebook views: 102YouTube views: 127Total views: 229Kits handed out: 150Reference Questions: 509Reference Questions 2021: 312

August 2022

50A

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 30 No meeting	2 13	3 18	4 20	5 8	6 06
7	8 20 No meeting	9 31	10 30	11 18	12 19	13 10A
14	15 22	16 19	17 21	18 27	19 31	20 131
21	22 20 No meeting	23 14	24 20	25 19	26 17	27 00
28	29 24	30 10 No court	31 21 NO ELECTION			51

Month	Regular Volunteers		RSVP Volunteers		Library Board		Program Committee		Teen Advisory Board		Friends of the Library		Library Foundation		Total	Total
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	26	124.75	5	125.25	8	8.00	0	0.00	0	0.00	3	39.00	9	27.00	31	250.00
February	23	94.00	7	109.00	9	9.00	0	0.00	0	0.00	8	46.00	2	10.00	30	203.00
March	18	112.50	9	128.00	7	7.00	0	0.00	0	0.00	8	60.50	1	4.00	27	240.50
April	31	160.00	7	85.25	6	6.00	0	0.00	0	0.00	13	72.50	9	29.00	38	245.25
May	25	131.25	8	101.50	8	8.00	0	0.00	0	0.00	12	69.00	2	6.50	33	232.75
June	35	224.75	10	112.25	7	7.00	0	0.00	0	0.00	25	156.50	1	5.00	45	337.00
July	22	138.50	9	91.00	6	6.00	0	0.00	0	0.00	11	73.00	1	6.00	31	229.50
August	33	276.50	9	139.75	8	8.00	0	0.00	0	0.00	11	95.50			42	416.25
September																
October																
November																
December																
Total		1262.25		892.00		59.00		0.00		0.00		612.00		87.50	*	2,154.25