



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, February 08, 2023

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, February 8, 2023 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

- [1.](#) Consider approval of Library Board Meeting Minutes from 01-11-2023.

COMMUNICATIONS:

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

- [2.](#) Review Library Financials and consider a motion to approve payment of Bill List as presented.

CONSENT AGENDA (Roll Call Vote Required):

- [3.](#) Consider adopting Resolution 2023-02 accepting donations

REGULAR AGENDA:

- [4.](#) Coalition of Greater MN Cities 2023 Legislative Priorities
- [5.](#) Update from Encompass Inc.
- [6.](#) Consider making a recommendation to City Council on hiring of temporary employees.
- [7.](#) Nature Playscape Concept

UPDATES:

Friends

Foundation

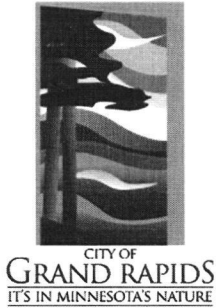
STAFF REPORTS:

[8.](#) Library Reports & Statistics

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR March 8, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, January 11, 2023

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, January 11, 2023 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

2022 Vice President Martin called the meeting to order at 5:00 P.M.

CALL OF ROLL:

All Library Board Members present.

Organizational meeting for 2023 Library Board:

Election of 2023 Board President, Vice President, and Secretary

It was the consensus of the Board to nominate a slate of officers for 2023:

President: Martin

Vice President: Richards

Secretary: Kee

Result: Passed unanimously

APPROVAL OF AGENDA:

Mover: Blocker

Secunder: Dobbs

Result: Passed unanimously

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

None

APPROVAL OF MINUTES:

1. Consider approval of library board meeting minutes from 12-14-2022.

Motion to approve 12-14-2022 Library Board Meeting Minutes

Mover: Teigland

Secunder: Blocker

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Consider a motion to approve payment of Bill List and Library Financials as presented.

Motion to approve Library Financials and payment of Bill List.

Mover: Kee

Secunder: Dobbs

Result: Passed unanimously on a roll-call vote.

CONSENT AGENDA (Roll Call Vote Required):

3. Consider adopting resolution 2023-01 accepting donations.

Motion to adopt resolution 2023-01 accepting donations.

Mover: Richards

Seconded: Blocker

Result: Passed unanimously on a roll-call vote.

REGULAR AGENDA:

4. ISD 318 Combined Polling Place Resolution
Informational – no action taken
5. League of Minnesota Cities 2023 City Policies for Legislative and Administrative Action
Informational – no action taken
6. Minnesota Library Association 2023 Legislative Priorities
Informational – no action taken

UPDATES:

Friends

By Teigland: Friends Board met 01-09-2023. We need more donations for the used bookstore. (Blocker will accept donations at Caribou (North) and bring them to the library.)

Foundation

By Barr: Next meeting of the Foundation Board is 02-16-2023 at CPC – 5:00 P.M.

STAFF REPORTS:

7. Library Reports & Statistics
Informational – no action taken

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:40 P.M.

NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 8, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 01/05/2023
 TIME: 15:04:19
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 01/11/2023

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	514.16
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	120.53
0201428	BAKER & TAYLOR LLC	1,309.53
0212124	BLACKSTONE PUBLISHING	165.23
0215750	BOUNDARY WATERS JOURNAL	26.00
0221650	BURGGRAF'S ACE HARDWARE	14.99
0305485	CENGAGE LEARNING INC	5,019.00
0405223	MDI	210.00
0405500	DEMCO INC	478.91
0421455	DULUTH NEWS TRIBUNE	346.84
0609525	FINDAWAY WORLD LLC	339.95
0701650	GARTNER REFRIGERATION CO	2,782.03
0914325	INGRAM ENTERTAINMENT INC.	110.73
0914540	INNOVATIVE OFFICE SOLUTIONS LL	106.29
0914800	INVEST EARLY PROJECT	400.00
1205850	LEXIS NEXIS	345.31
1605665	PERSONNEL DYNAMICS LLC	126.22
1901535	SANDSTROM'S INC	94.30
1903225	SCENIC RANGE NEWS FORUM	25.00
2018680	TRU NORTH ELECTRIC LLC	935.38
2114356	UNIQUE MANAGEMENT SERVICES	256.30
T001462	UNIVRSTY OF WISCONSIN- MADISON	20.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$13,835.14

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.32
0405500	DEMCO INC	981.42
0502705	EBSCO SUBSCRIPTION SERVICE	-14.40
0605191	FIDELITY SECURITY LIFE	4.90
0718010	CITY OF GRAND RAPIDS	9,300.00
0718015	GRAND RAPIDS CITY PAYROLL	41,053.39
1301146	MARCO TECHNOLOGIES, LLC	120.43
1309199	MINNESOTA ENERGY RESOURCES	178.48
1309335	MINNESOTA REVENUE	31.13
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	320.11
1612200	GAVIN WILLIAM PLATT	40.00
1621130	P.U.C.	2,269.74
2209665	VISA	1,616.34
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$65,259.48

TOTAL ALL DEPARTMENTS \$79,094.62

RESOLUTION NO. 2023-1
A RESOLUTION ACCEPTING DONATIONS

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

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


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

Grand Rapids Area Library Foundation
\$400.00 Storytime! (November 2022)

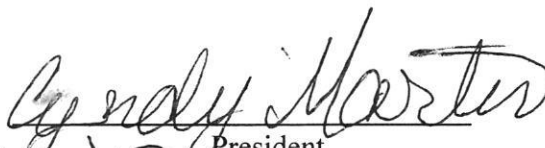
Grand Rapids Area Library Friends
\$430.20 Book Club Kits

Carol Morrill
\$200.00

Adopted this 11th day of January, 2023



LEE, Secretary



MARTIN, President

DATE: 02/01/2023
 TIME: 14:01:53
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/08/2023

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0113100	AMAZON.COM	244.83
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	25.90
0201428	BAKER & TAYLOR LLC	1,989.44
0212124	BLACKSTONE PUBLISHING	88.03
0502705	EBSCO SUBSCRIPTION SERVICE	5.50
0514145	ENCOMPASS	4,372.50
0718010	CITY OF GRAND RAPIDS	1,700.00
0718060	GRAND RAPIDS HERALD REVIEW	82.75
0914325	INGRAM ENTERTAINMENT INC.	123.03
0914540	INNOVATIVE OFFICE SOLUTIONS LL	439.73
0914800	INVEST EARLY PROJECT	500.00
1605665	PERSONNEL DYNAMICS LLC	114.75
1901535	SANDSTROM'S INC	148.71
2114356	UNIQUE MANAGEMENT SERVICES	221.35

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$10,144.96

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.32
0113105	AMAZON CAPITAL SERVICES	126.72
0201675	ANDREAS BARNETT	40.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	41,486.20
1301146	MARCO TECHNOLOGIES, LLC	207.58
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	1,714.41
1309335	MINNESOTA REVENUE	32.46
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.23
1612200	GAVIN WILLIAM PLATT	40.00
1621130	P.U.C.	2,600.17
1901795	AMY M SAVELA	125.00
2209665	VISA	495.00
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$56,630.75

TOTAL ALL DEPARTMENTS \$66,775.71

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 8, 2023

Item 2.

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DATE: 02/01/23
TIME: 13:54:18
ID: AP441000.WOW

CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2023

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

0100053	AT&T MOBILITY							
L	02/01/23	01	LIB JAN CELL SERVICE	999-99-00-00-1000			02/08/23	54.32
				HOLDING ACCOUNT				
						INVOICE TOTAL:		54.32
						VENDOR TOTAL:		54.32
0113100	AMAZON.COM							
BPJSVPCWKVFX-L	12/21/22	01	CURB YOUR ENTHUSIASM SEASON 1	211-00-75-20-2120			02/08/23	97.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		97.00
CRBTPFVSXNPE-L	12/27/22	01	5 BOOKS	211-00-75-20-2110			02/08/23	68.85
				BOOKS				
						INVOICE TOTAL:		68.85
CUOFQABOJOFS-L	12/21/22	01	1 BOOK	211-00-75-20-2110			02/08/23	8.72
				BOOKS				
						INVOICE TOTAL:		8.72
CYWMBPNBETVB-L	12/21/22	01	BINDER POCKET 30 PCS	211-00-75-20-2010			02/08/23	19.99
				OFFICE SUPPLIES				
						INVOICE TOTAL:		19.99
OWNRJHJSFUQY-L	12/21/22	01	3 DVDS	211-00-75-20-2020			02/08/23	50.27
				COPY SUPPLIES				
						INVOICE TOTAL:		50.27
						VENDOR TOTAL:		244.83
0113105	AMAZON CAPITAL SERVICES							
L	01/17/23	01	KINGSTON 240GB SATA SSD	999-99-00-00-1000			02/08/23	126.72
				HOLDING ACCOUNT				
						INVOICE TOTAL:		126.72
						VENDOR TOTAL:		126.72

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

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

0118100	ARAMARK UNIFORM SERVICES							
2630096650-L	01/10/23	01	MATS NYLON RUBBER	211-00-75-30-3070	20230139		02/08/23	29.88
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20230139			14.34
				LAUNDRY MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		44.22
2630101664-L	01/24/23	01	MATS NYLON RUBBER	211-00-75-30-3070	20230205		02/08/23	29.88
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20230205			14.34
				LAUNDRY MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		44.22
						VENDOR TOTAL:		88.44
0118660	ARROWHEAD LIBRARY SYSTEM							
15012-L	12/31/22	01	OVERDUE NOTICES DEC	211-00-75-20-2010			02/08/23	25.90
				OFFICE SUPPLIES				
						INVOICE TOTAL:		25.90
						VENDOR TOTAL:		25.90
0201428	BAKER & TAYLOR LLC							
2037236984-L	01/03/23	01	5 BOOKS/#209977 L025981	211-00-75-20-2110	20230092		02/08/23	72.01
				BOOKS				
						INVOICE TOTAL:		72.01
2037238985-L	01/04/23	01	2 BOOKS/#209977 L411199	211-00-75-20-2110	20230095		02/08/23	24.31
				BOOKS				
						INVOICE TOTAL:		24.31
2037248392-L	01/10/23	01	6 BOOKS/#209977 L025981	211-00-75-20-2110	20230106		02/08/23	77.89
				BOOKS				
						INVOICE TOTAL:		77.89
2037249243-L	01/12/23	01	10 BOOKS/#209977 L411199	211-00-75-20-2110	20230154		02/08/23	165.13
				BOOKS				
						INVOICE TOTAL:		10.13

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 8, 2023

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INVOICES DUE ON/BEFORE 02/08/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0201428 BAKER & TAYLOR LLC								
2037258083-L	01/12/23	01	84 BOOKS/#209977 L025981	211-00-75-20-2110	20230159		02/08/23	900.54
				BOOKS				
							INVOICE TOTAL:	900.54
2037270747-L	01/20/23	01	8 BOOKS/#209977 L411199	211-00-75-20-2110	20230200		02/08/23	110.54
				BOOKS				
							INVOICE TOTAL:	110.54
2037278430-L	01/24/23	01	9 BOOKS/#209977 L025981	211-00-75-20-2110	20230271		02/08/23	117.38
				BOOKS				
							INVOICE TOTAL:	117.38
2037282590-L	01/25/23	01	26 BOOKS/#209977 L025981	211-00-75-20-2110	20230273		02/08/23	236.24
				BOOKS				
							INVOICE TOTAL:	236.24
2037286168-L	01/26/23	01	9 BOOKS/#209977 L411199	211-00-75-20-2110	20230272		02/08/23	150.55
				BOOKS				
							INVOICE TOTAL:	150.55
2037290674-L	01/27/23	01	11 BOOKS/#209977 L025981	211-00-75-20-2110	20230290		02/08/23	134.85
				BOOKS				
							INVOICE TOTAL:	134.85
							VENDOR TOTAL:	1,989.44
0201675 ANDREAS BARNETT								
L	01/09/23	01	LEGO PROGRAM 1/9/23	999-99-00-00-1000			02/08/23	40.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00
0212124 BLACKSTONE PUBLISHING								
2081430-L	01/10/23	01	1 CD/C#101678	211-00-75-20-2120	20230194		02/08/23	88.03
				AUDIO/VISUAL				
							INVOICE TOTAL:	88.03
							VENDOR TOTAL:	88.03

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DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 8, 2023

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

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

0502705	EBSCO SUBSCRIPTION SERVICE							
2303733-L	01/13/23	01	HANDWOVEN RATE ADJ	211-00-75-20-2140	20230162		02/08/23	5.50
				PERIODICALS				
						INVOICE TOTAL:		5.50
						VENDOR TOTAL:		5.50
0514145	ENCOMPASS							
47852-L	12/31/22	01	LIBRARY FACADE REPAIR DESIGN	211-00-75-30-3000			02/08/23	4,372.50
				PROFESSIONAL SERVICES				
						INVOICE TOTAL:		4,372.50
						VENDOR TOTAL:		4,372.50
0605191	FIDELITY SECURITY LIFE							
L	01/09/23	01	LIB VISION JAN	999-99-00-00-1000			02/08/23	6.90
				HOLDING ACCOUNT				
						INVOICE TOTAL:		6.90
						VENDOR TOTAL:		6.90
0718010	CITY OF GRAND RAPIDS							
23/145-L	01/05/23	01	JAN JANITORIAL SERVICE	211-00-75-30-3090	20230075		02/08/23	1,700.00
				JANITORIAL SERVICES				
						INVOICE TOTAL:		1,700.00
						VENDOR TOTAL:		1,700.00
0718015	GRAND RAPIDS CITY PAYROLL							
L	12/30/22	01	LIB 12/30/22 PAYROLL	999-99-00-00-1000			02/08/23	20,506.87
				HOLDING ACCOUNT				
		02	LIB 01/13/23 PAYROLL	999-99-00-00-1000				20,979.33
				HOLDING ACCOUNT				
						INVOICE TOTAL:		41,486.20
						VENDOR TOTAL:		41,486.20

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 8, 2023

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2023

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

0718060	GRAND RAPIDS HERALD REVIEW							
GRH-134700/SEP22-L	12/31/22	01	RENEWAL ACCT GRH-134700	211-00-75-20-2130			02/08/23	82.75
				NEWSPAPERS				
							INVOICE TOTAL:	82.75
							VENDOR TOTAL:	82.75
0914325	INGRAM ENTERTAINMENT INC.							
6919368-L	01/23/23	01	6 DVDS/C#3206981	211-00-75-20-2120	20230270		02/08/23	123.03
				AUDIO/VISUAL				
							INVOICE TOTAL:	123.03
							VENDOR TOTAL:	123.03
0914540	INNOVATIVE OFFICE SOLUTIONS LL							
IN4052759-L	01/05/23	01	DUSTER REFILL	211-00-75-20-2150	20230082		02/08/23	188.25
				MAINTENANCE TOOLS/SUPPLIES				
		02	TONER 414A CN	211-00-75-20-2060	20230082			124.92
				COMPUTER SUPPLIES				
		03	TONER 414A BK	211-00-75-20-2060	20230082			96.52
				COMPUTER SUPPLIES				
		04	BOX STORAGE LTR/LGL	211-00-75-20-2010	20230082			27.04
				OFFICE SUPPLIES				
		05	SURCHARGE/C#NB07789	211-00-75-20-2010	20230082			3.00
				OFFICE SUPPLIES				
							INVOICE TOTAL:	439.73
							VENDOR TOTAL:	439.73
0914800	INVEST EARLY PROJECT							
3408-L	12/31/22	01	DEC STORY TIME	211-00-75-30-3100			02/08/23	500.00
				OTHER CONTRACTED SERVICES				
							INVOICE TOTAL:	500.00
							VENDOR TOTAL:	500.00

1301146 MARCO TECHNOLOGIES, LLC

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 8, 2023

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1301146	MARCO TECHNOLOGIES, LLC							
L	01/17/23	01	LIB JAN COPIER LEASE	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	207.58
							INVOICE TOTAL:	207.58
							VENDOR TOTAL:	207.58
1305725	METROPOLITAN LIFE INSURANCE CO							
L	01/09/23	01	LIB JAN SUPP/LIFE PREM	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	76.14
							INVOICE TOTAL:	76.14
							VENDOR TOTAL:	76.14
1309199	MINNESOTA ENERGY RESOURCES							
L	01/23/23	01	LIB DEC NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	1,714.41
							INVOICE TOTAL:	1,714.41
							VENDOR TOTAL:	1,714.41
1309335	MINNESOTA REVENUE							
L	01/20/23	01	LIB DEC SALES TAX PAYBLE	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	32.46
							INVOICE TOTAL:	32.46
							VENDOR TOTAL:	32.46
1516220	OPERATING ENGINEERS LOCAL #49							
L	01/09/23	01	LIB FEB HEALTH INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	9,162.00
							INVOICE TOTAL:	9,162.00
							VENDOR TOTAL:	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS							

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 02/08/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1601750	PAUL BUNYAN COMMUNICATIONS							
L	01/09/23	01	LIB JAN SERV & LINE CHARGES	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	322.23
							INVOICE TOTAL:	322.23
							VENDOR TOTAL:	322.23
1605665	PERSONNEL DYNAMICS LLC							
52750-L	01/28/23	01	J BEHM 5 HRS W/E 1/28	211-00-75-10-1050 CONTRACTED SERVICES	20230293		02/08/23	114.75
							INVOICE TOTAL:	114.75
							VENDOR TOTAL:	114.75
1612200	GAVIN WILLIAM PLATT							
L	01/09/23	01	LEGO PROGRAM 1/9/23	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	40.00
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00
1621130	P.U.C.							
L	01/17/23	01	LIB DEC UTILITIES	999-99-00-00-1000 HOLDING ACCOUNT			02/08/23	2,600.17
							INVOICE TOTAL:	2,600.17
							VENDOR TOTAL:	2,600.17
1901535	SANDSTROM'S INC							
442116-L	01/16/23	01	30X36 .65MIL CLR HVY 20-30GAL	211-00-75-20-2150 MAINTENANCE TOOLS/SUPPLIES	20230144		02/08/23	32.92
		02	TOWEL ROLL WHT	211-00-75-20-2150 MAINTENANCE TOOLS/SUPPLIES	20230144			51.70
		03	TOIL TISS	211-00-75-20-2150 MAINTENANCE TOOLS/SUPPLIES	20230144			40.10

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 8, 2023

DATE: 02/01/23
 TIME: 13:54:18
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/08/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1901535 SANDSTROM'S INC								
442116-L	01/16/23	04	URINAL SCREEN/C#320023	211-00-75-20-2150	20230144		02/08/23	23.99
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		148.71
						VENDOR TOTAL:		148.71
1901795 AMY M SAVELA								
L	01/17/23	01	AFTERSCHOOL PROGRAM 1/18/23	999-99-00-00-1000			02/08/23	125.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		125.00
						VENDOR TOTAL:		125.00
2114356 UNIQUE MANAGEMENT SERVICES								
6108265-L	01/31/23	01	DEC PLACEMENTS	211-00-75-30-3300			02/08/23	233.00
				PROFESSIONAL SERV-COLLECTI				
		02	CREDIT FOR ACCTS CLOSED/#1634	211-00-75-30-3300				-11.65
				PROFESSIONAL SERV-COLLECTI				
						INVOICE TOTAL:		221.35
						VENDOR TOTAL:		221.35
2209665 VISA								
L	01/23/23	01	LIB USPS.COM PRIORITY MAIL	999-99-00-00-1000			02/08/23	495.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		495.00
						VENDOR TOTAL:		495.00
2301700 WM CORPORATE SERVICES, INC								
L	01/23/23	01	LIB DEC SERVICE	999-99-00-00-1000			02/08/23	141.62
				HOLDING ACCOUNT				
						INVOICE TOTAL:		141.62
						VENDOR TOTAL:		141.62
						TOTAL ALL INVOICES:		66 71

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

Item 2.

DisplayAccountNum	Account Description	2023 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 759,331	\$ -	0%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	-	0%
211-00-34-00-7970	PHOTO COPIES	2,000	65	3%
211-00-34-00-7975	INTERNET	2,000	90	5%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	-	0%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	5,390	30%
211-00-34-00-7990	FAX MACHINE USE	500	38	8%
211-00-37-00-2310	DONATIONS	1,500	210	14%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	-	0%
211-00-37-00-2450	MISCELLANEOUS	-	292	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	-	0%
211-00-39-00-5030	OPERATING TRANSFERS IN	4,452	-	0%
		925,664	6,086	1%
211-00-39-00-5500	FUND BALANCE USAGE	-	-	0%
211-00-75-00-7200	OPERATING TRANSFER OUT	-	-	0%
211-00-75-10-1010	SALARY-FULL TIME	401,430	23,075	6%
211-00-75-10-1030	SALARY-PARTTIME	86,060	4,652	5%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	115	1%
211-00-75-10-1210	PERA	36,429	2,080	6%
211-00-75-10-1220	FICA	30,224	1,710	6%
211-00-75-10-1250	MEDICARE	7,069	400	6%
211-00-75-10-1310	HEALTH INSURANCE	114,444	-	0%
211-00-75-10-1330	LIFE INSURANCE	232	23	10%
211-00-75-10-1347	VISION INSURANCE	-	1	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,548	-	0%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	30	0%
211-00-75-20-2020	COPY SUPPLIES	1,500	87	6%
211-00-75-20-2030	PRINTING/BINDING	1,000	-	0%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	221	7%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	127	5%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	10,000	-	0%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	-	0%
211-00-75-20-2095	PRGM SUP & MATERIALS	718	-	0%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	-	0%
211-00-75-20-2110	BOOKS	39,000	7,008	18%
211-00-75-20-2120	AUDIO/VISUAL	9,000	211	2%
211-00-75-20-2130	NEWSPAPERS	2,000	347	17%
211-00-75-20-2140	PERIODICALS	7,500	32	0%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	366	12%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	-	0%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	-	0%
211-00-75-30-3070	LAUNDRY	1,000	60	6%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	1,700	8%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	205	2%
211-00-75-30-3210	TELEPHONE	6,000	377	6%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	-	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	-	0%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	-	0%
211-00-75-30-3610	GENERAL INSURANCE	9,000	-	0%
211-00-75-30-3810	ELECTRICITY	35,000	-	0%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	-	0%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	-	0%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	-	0%

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

Item 2.

DisplayAccountNum	Account Description	2023 Budget	Year to Date	Percent of Budget
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	935	6%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	-	0%
211-00-75-30-4030	ONLINE SERVICES	3,000	-	0%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	-	0%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	120	8%
	TOTAL EXPENDITURES	925,664	43,880	5%
	SURPLUS REVENUES/(EXPENDITURES)	-	(37,794)	

DATE: 02/02/2023
TIME: 09:13:09
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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2023

PAGE: 1
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	0.00	759,331.00	0.00	0.00	759,331.00	0
211-00-31-00-0200	DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
211-00-31-00-0210	ANNEXATION	0.00	0.00	0.00	0.00	0.00	0
211-00-31-00-4055	FISCAL DISPARITIES	0.00	0.00	0.00	0.00	0.00	0
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUEN	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	759,331.00	0.00	0.00	759,331.00	0
TOTAL TAXES		0.00	759,331.00	0.00	0.00	759,331.00	0
INTERGOVERNMENTAL							
211-00-33-00-0210	ANNEXATION	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4025	MARKET VALUE HOMESTEAD CREDIT	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4060	SUPPLEMENTAL AID	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4250	STATE OF MINNESOTA	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-6300	LIBRARY CONTRACTS	0.00	128,000.00	0.00	0.00	128,000.00	0
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	128,000.00	0.00	0.00	128,000.00	0
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	0.00	0.00	128,000.00	0
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,281.00	0.00	0.00	5,281.00	0
211-00-34-00-7970	PHOTO COPIES	64.98	2,000.00	64.98	0.00	1,935.02	3
211-00-34-00-7975	INTERNET	90.02	2,000.00	90.02	0.00	1,909.98	5
211-00-34-00-7980	LIBRARY FEES-PROCTORING	0.00	100.00	0.00	0.00	100.00	0
211-00-34-00-7982	PASSPORT PROCESSING FEE	5,390.00	18,200.00	5,390.00	0.00	12,810.00	30
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	38.36	500.00	38.36	0.00	461.64	8
TOTAL		5,583.36	28,081.00	5,583.36	0.00	22,497.64	20
TOTAL CHARGES FOR SERVICES		5,583.36	28,081.00	5,583.36	0.00	22,497.64	20

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL FINES & FORFEITS		0.00	0.00	0.00	0.00	0.00	0
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	210.00	1,500.00	210.00	0.00	1,290.00	14
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	0.00	0.00	1,300.00	0
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2368	DONATIONS-ADA PROJECT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2421	MIRC GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2450	MISCELLANEOUS	292.24	0.00	292.24	0.00	(292.24)	100
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	3,000.00	0.00	0.00	3,000.00	0
TOTAL		502.24	5,800.00	502.24	0.00	5,297.76	9
TOTAL MISCELLANEOUS REVENUE		502.24	5,800.00	502.24	0.00	5,297.76	9
OTHER SOURCES							
211-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5010	SALES OF GENL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5030	OPERATING TRANSFERS IN	0.00	4,452.00	0.00	0.00	4,452.00	0
211-00-39-00-5500	FUND BALANCE USAGE	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	4,452.00	0.00	0.00	4,452.00	0
TOTAL OTHER SOURCES		0.00	4,452.00	0.00	0.00	4,452.00	0

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 1 PERIODS ENDING JANUARY 31, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		6,085.60	925,664.00	6,085.60	0.00	919,578.40	1
EXPENSES							
GENERAL ADMINISTRATION							
211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	23,074.64	401,430.00	23,074.64	0.00	378,355.36	6
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1030	SALARY-PARTTIME	4,652.08	86,060.00	4,652.08	0.00	81,407.92	5
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	114.75	8,510.00	114.75	0.00	8,395.25	1
211-00-75-10-1210	PERA	2,079.53	36,429.00	2,079.53	0.00	34,349.47	6
211-00-75-10-1220	FICA	1,709.57	30,224.00	1,709.57	0.00	28,514.43	6
211-00-75-10-1250	MEDICARE	399.83	7,069.00	399.83	0.00	6,669.17	6
211-00-75-10-1310	HEALTH INSURANCE	0.00	114,444.00	0.00	0.00	114,444.00	0
211-00-75-10-1330	LIFE INSURANCE	22.96	232.00	22.96	0.00	209.04	10
211-00-75-10-1335	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1347	VISION INSURANCE	0.52	0.00	0.52	0.00	(0.52)	100
211-00-75-10-1420	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1510	WORKERS COMPENSATION	0.00	2,548.00	0.00	0.00	2,548.00	0
TOTAL PERSONNEL		32,053.88	686,946.00	32,053.88	0.00	654,892.12	5
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	30.04	8,000.00	30.04	30.04	7,939.92	1
211-00-75-20-2020	COPY SUPPLIES	87.15	1,500.00	87.15	0.00	1,412.85	6
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	221.44	3,000.00	221.44	221.44	2,557.12	15
211-00-75-20-2070	COMPUTER INVENTORY	126.72	2,500.00	126.72	0.00	2,373.28	5
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	10,000.00	0.00	0.00	10,000.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	0.00	0.00	1,000.00	0

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2095	PRGM SUP & MATERIALS	0.00	718.00	0.00	0.00	718.00	0
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-75-20-2110	BOOKS	7,008.44	39,000.00	7,008.44	1,350.42	30,641.14	21
211-00-75-20-2120	AUDIO/VISUAL	211.06	9,000.00	211.06	88.03	8,700.91	3
211-00-75-20-2130	NEWSPAPERS	346.84	2,000.00	346.84	0.00	1,653.16	17
211-00-75-20-2140	PERIODICALS	31.50	7,500.00	31.50	5.50	7,463.00	0
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	365.64	3,000.00	365.64	365.64	2,268.72	24
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2210	EQUIPMENT PARTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL SUPPLIES & MATERIALS		8,428.83	90,218.00	8,428.83	2,061.07	79,728.10	12
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	0.00	0.00	500.00	0
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	1,500.00	0.00	0.00	1,500.00	0
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	59.76	1,000.00	59.76	59.76	880.48	12
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	1,700.00	1,700.00	17,000.00	17
211-00-75-30-3100	OTHER CONTRACTED SERVICES	205.00	12,000.00	205.00	615.00	11,180.00	7
211-00-75-30-3210	TELEPHONE	376.55	6,000.00	376.55	247.08	5,376.37	10
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	0.00	0.00	3,500.00	0
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	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	0.00	0.00	0.00	0
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3510	PUBLISHING & ADVERTISING	0.00	600.00	0.00	0.00	600.00	0
211-00-75-30-3610	GENERAL INSURANCE	0.00	9,000.00	0.00	0.00	9,000.00	0
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	0.00	0.00	35,000.00	0
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	0.00	0.00	8,000.00	0
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	0.00	0.00	9,500.00	0
211-00-75-30-4010	BUILDING MAINT/REPAIRS	935.38	15,000.00	935.38	0.00	14,064.62	6
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0

DATE: 02/02/2023
 TIME: 09:13:09
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 1 PERIODS ENDING JANUARY 31, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	0.00	0.00	9,000.00	0
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,000.00	0.00	0.00	3,000.00	0
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	0.00	0.00	8,000.00	0
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,500.00	120.43	0.00	1,379.57	8
211-00-75-30-4150	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4200	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4300	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4330	DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4560	GRANDNET COSTS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4600	ENDOWMENT FUND EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4650	FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4900	TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SERVICES & CHARGES		3,397.12	148,500.00	3,397.12	2,621.84	142,481.04	4
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	0.00	0.00	0.00	0
211-00-75-50-5900	BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0
TOTAL GENERAL ADMINISTRATION		43,879.83	925,664.00	43,879.83	4,682.91	877,101.26	5
BLANDIN GRANT							
211-00-95-00-5720	BLND GRANT-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5730	BLND GRANT-BOOKS & MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5740	BLND GRANT-YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5745	BLNDIN GRNT-#G2006-0140 YOUTH	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5750	BLND GRANT-ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5755	BLNDIN GRNT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRNT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0

DATE: 02/02/2023
TIME: 09:13:09
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 1 PERIODS ENDING JANUARY 31, 2023

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
<hr/>							
TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		43,879.83	925,664.00	43,879.83	4,682.91	877,101.26	5
TOTAL FUND REVENUES		6,085.60	925,664.00	6,085.60	0.00	919,578.40	1
TOTAL FUND EXPENSES		43,879.83	925,664.00	43,879.83	4,682.91	877,101.26	5
FUND SURPLUS (DEFICIT)		(37,794.23)	0.00	(37,794.23)			
TOTAL ALL FUND REVENUES		6,085.60	925,664.00	6,085.60	0.00	919,578.40	1
TOTAL ALL FUND EXPENSES		43,879.83	925,664.00	43,879.83	4,682.91	877,101.26	5
ALL FUND SURPLUS (DEFICIT)		(37,794.23)	0.00	(37,794.23)			

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE ONE MONTH ENDING JANUARY 31, 2023
With Comparative Totals for January 31, 2022

	2022 Actual	2023 Actual	2023 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	455,969	467,691	467,691	
Compensated Absences	46,367	46,367	46,367	
Emergency/unanticipated Expenditures	64,625	64,625	64,625	
Major Equipment Replacement	89,566	89,566	89,566	
TOTAL FUND BALANCE 1/1/XX	656,527	668,249	668,249	
Revenues:				
Taxes	-	-	759,331	0%
Intergovernmental	-	-	128,000	0%
Charges for Services	2,250	5,583	28,081	20%
Fines & Forfeits	-	-	-	0%
Grand Rapids Library Foundation	-	-	-	0%
Miscellaneous	90	502	5,800	9%
Other Sources-Operating Transfer	-	-	4,452	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	2,340	6,086	925,664	1%
Expenditures:				
Personnel	40,475	32,054	686,946	5%
Supplies/Materials	10,622	8,429	90,218	9%
Other Services/Charges	13,522	3,397	148,500	2%
TOTAL EXPENDITURES	64,619	43,880	925,664	5%
OPERATING SURPLUS (DEFICIT)	(62,279)	(37,794)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	-	-	0%
Fund Balance 1/31/XX				
Cash Flow	393,690	429,897	467,691	
Compensated Absences	46,367	46,367	46,367	
Emergency/unanticipated Expenditures	64,625	64,625	64,625	
Major Equipment Replacement	89,566	89,566	89,566	
TOTAL FUND BALANCE 1/31/XX	<u>\$ 594,248</u>	<u>\$ 630,455</u>	<u>\$ 668,249</u>	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$36,480 as of 12/31/22. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

RESOLUTION NO. 2023-2
A RESOLUTION ACCEPTING DONATIONS

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

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

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

Grand Rapids Area Library Friends
\$210.00 Totes for recycling

Grand Rapids Area Library Foundation
\$500.00 Online Storytime

Adopted this 8th day of February 2023

Cyndy Martin, President

Deb Kee, Secretary

2023 Legislative Priorities

- **Local Government Aid**
 - ✓ Increase LGA appropriation by at least \$102 million
 - ✓ Add inflation and population growth to LGA appropriation
 - ✓ Review of LGA formula to ensure maximum effectiveness for Greater MN cities
- **Environment**
 - ✓ At least \$1 billion water and wastewater package that leverages \$680 million from federal infrastructure bill, American Rescue Plan, state surplus, and state bonding bill
- **Address Greater Minnesota's Child Care Shortage**
 - ✓ \$20 million in bonding for child care facilities capital assistance program
 - ✓ Reform licensure for mid-size providers
- **Greater Minnesota Workforce**
 - ✓ Develop program that encourages workforce growth in Greater MN through educational opportunities
- **Tackle Greater Minnesota's Housing Challenges**
 - ✓ \$5 million for grants to support public infrastructure related to housing development
 - ✓ \$5 million for the Greater MN Fix-Up Fund
 - ✓ \$15 million for the Greater MN Workforce Housing Development Fund
 - ✓ Funding for grants to housing trust funds
 - ✓ Support technical changes to Minnesota Housing Finance Agency programs and state law to make housing tools more effective for Greater Minnesota
- **Greater Minnesota Business Development Public Infrastructure (BDPI) Grant Program**
 - ✓ \$20 million in bonding for the BDPI grant program
 - ✓ Increase to the general fund appropriation to at least \$2.5 million for each year of the 2023-24 biennium
- **Transportation**
 - ✓ Permanent and ongoing funding of \$50 million for city streets of all sizes (\$25 million for cities with fewer than 5,000 residents and \$25 million for cities with more than 5,000 residents)
 - ✓ Support reforms and funding to the Corridors of Commerce program or creation of a like interregional highway expansion program to address commercial and safety needs of highway travel in Greater Minnesota
- **Duty Disability**
 - ✓ Fully funding the Department of Public Safety's Public Safety Officer Benefit, guaranteeing 100% of claims from local governments will be reimbursed
 - ✓ Administrative policy reform to ensure proper benefit continuance

2023 FACADE REPAIR PROJECT

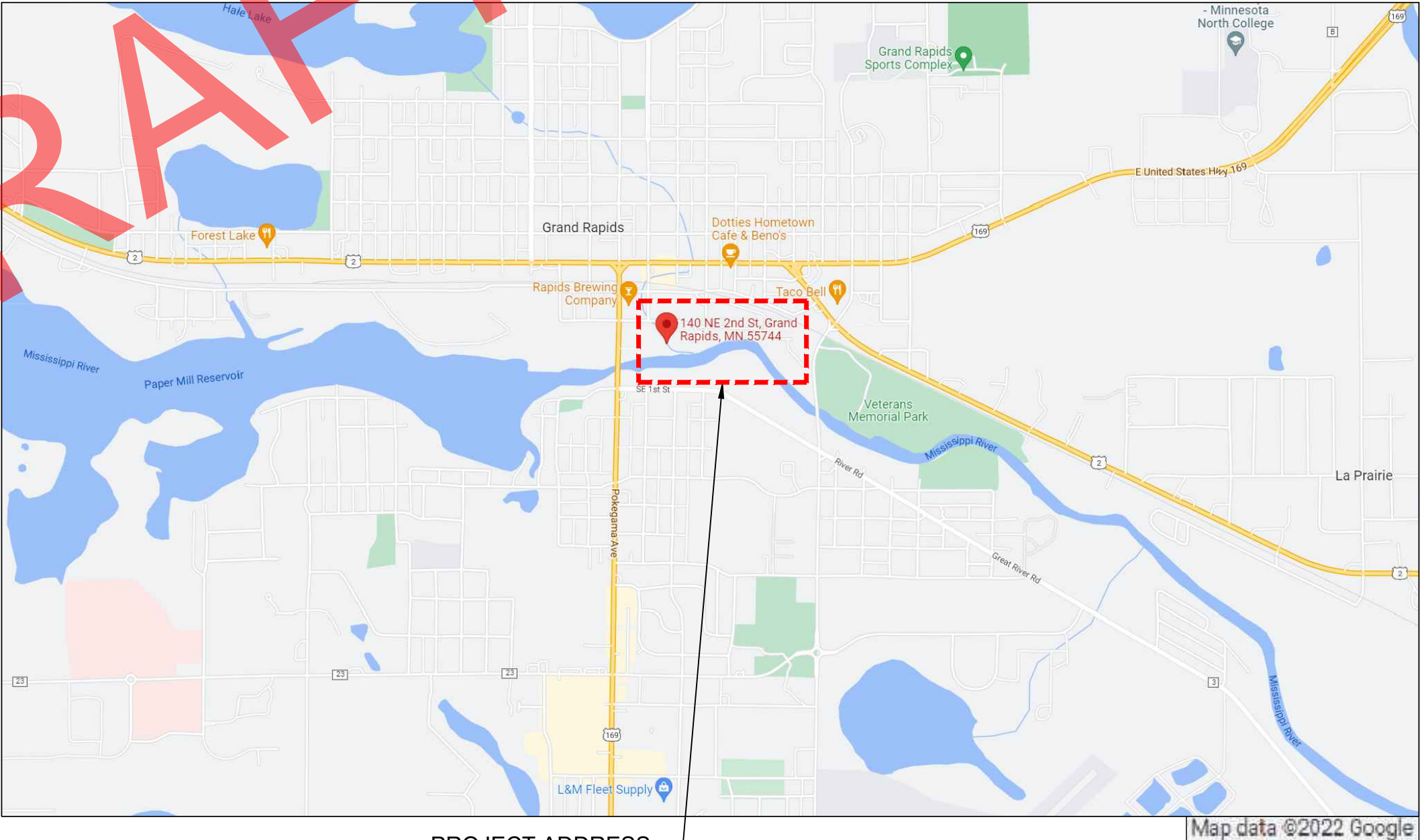
GRAND RAPIDS LIBRARY
140 NE 2ND STREET
GRAND RAPIDS, MN

DRAWING INDEX

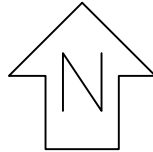
- 1. TITLE SHEET
- 2. SITE PLAN
- 3. ELEVATIONS
- 4. ELEVATIONS
- 5. DETAILS
- 6. DETAILS

GENERAL NOTES

- 1. CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL DIMENSIONS AND EXISTING CONDITIONS PRIOR TO BIDDING AND/OR PERFORMING WORK.
- 2. ALL NEW WORK IS TO COMPLY WITH 2020 MINNESOTA STATE BUILDING CODE REQUIREMENTS.
- 3. PRIOR TO DEMO, CONTRACTOR SHALL PROVIDE OWNER WITH 24 HOURS NOTICE AND SHALL ERECT BARRIERS TO PREVENT PEDESTRIAN TRAFFIC BENEATH THE WORK AREA.
- 4. IN THE CASE OF AMBIGUITIES, DISCREPANCIES OR IRREGULARITIES IN THE DRAWINGS, SPECIFICATIONS, MANUFACTURER'S INSTRUCTIONS, SITE CONDITIONS OR APPLICABLE CODES AND STANDARDS, CONTRACTOR SHALL REQUEST CLARIFICATION FROM ENGINEER BEFORE PROCEEDING.
- 5. CONTRACTOR SHALL PROVIDE, ERECT, AND MAINTAIN TEMPORARY PEDESTRIAN WALKWAY PROTECTION ON ALL WALKWAYS BELOW WHICH OVERHEAD WORK IS OCCURRING. ALL BUILDING EGRESSSES SHALL REMAIN OPEN & PROTECTED THROUGH THE FULL DURATION OF THE PROJECT.
- 6. CONTRACTOR SHALL LIMIT STAGING AND STORAGE AREAS TO THOSE APPROVED BY OWNER. CONTRACTOR SHALL PROTECT ALL PORTIONS OF THE BUILDING, LANDSCAPING, AND PROPERTY IN STAGING AND STORAGE AREAS, AND SHALL REPAIR ALL DAMAGED CAUSED BY STAGING AND STORAGE TO OWNER'S SATISFACTION.
- 7. CONTRACTOR SHALL PROVIDE ENGINEER WITH ACCESS TO THE BUILDING VIA CONTRACTOR'S SWINGSTAGE AS NEEDED THROUGHOUT THE DURATION OF WORK.



PROJECT ADDRESS:
GRAND RAPIDS LIBRARY
140 NE 2ND STREET
GRAND RAPIDS, MN 55744



Encompass
engineering consultants
forensic analysis

5435 Feltl Road
Minnetonka, MN 55343
Tel: (952) 854-4511

www.encompassinc.com

CONSULTANTS:

CERTIFICATION:

I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Sign: _____
Date: _____
Registration Number: _____

Project Number: 22-8040-001
Date: 01/19/2023
Drawn: OV
Checked: MAB
Scale: AS NOTED

REVISIONS:

PROJECT:

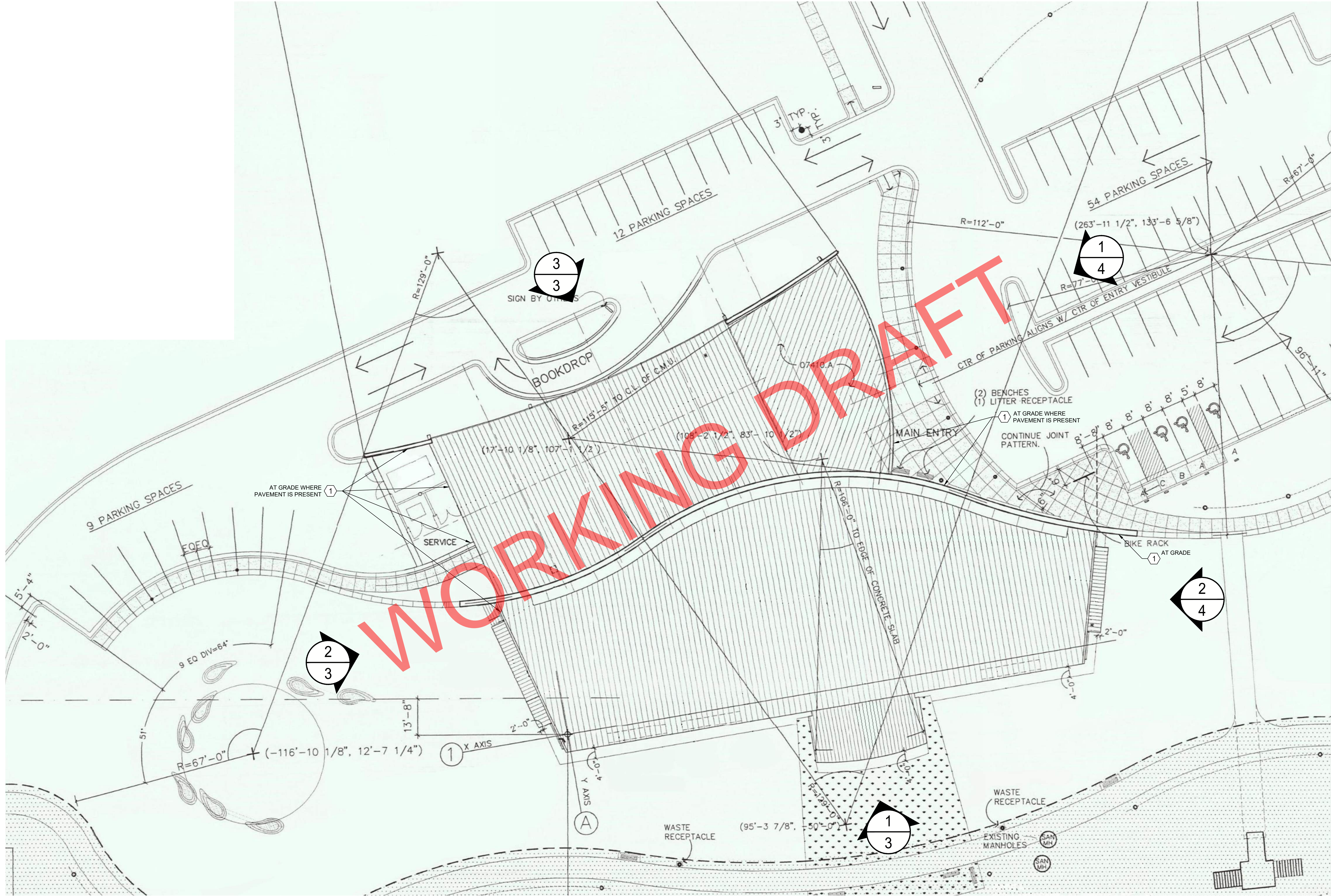
GRAND RAPIDS LIBRARY
FACADE REPAIR DESIGN
140 NE 2ND STREET
GRAND RAPIDS, MN

SHEET TITLE:
TITLE SHEET

SHEET NUMBER:

1

DRAFT SET 01/19/2023



1 PLAN VIEW LAYOUT
2 SCALE: 1/16" = 1'-0"

CONSULTANTS:

CERTIFICATION:
I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Sign: _____
Date: _____
Registration Number: _____

NOT FOR CONSTRUCTION

Project Number: 22-8040-001
Date: 01/19/2023
Drawn: OV
Checked: MAB
Scale: AS NOTED

REVISIONS:

PROJECT:
GRAND RAPIDS LIBRARY
FACADE REPAIR DESIGN
140 NE 2ND STREET
GRAND RAPIDS, MN

SHEET TITLE:
SITE PLAN

SHEET NUMBER:
2

CONSULTANTS:

CERTIFICATION:

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Sign: _____

Date: _____

Registration Number: _____

Project Number: 22-8040-001

Date: 01/19/2023

Drawn: OV

Checked: MAB

Scale: AS NOTED

REVISIONS:

PROJECT:

GRAND RAPIDS LIBRARY

FACADE REPAIR DESIGN

140 NE 2ND STREET

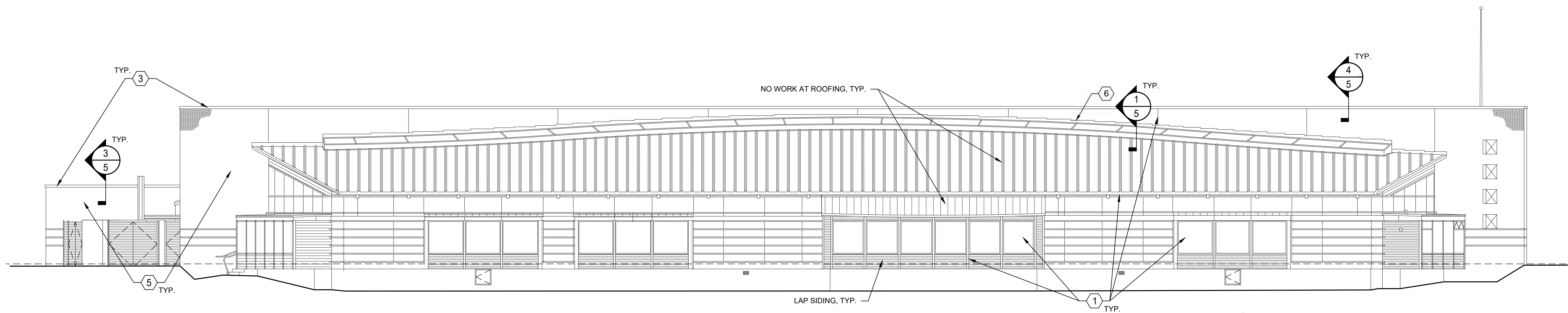
GRAND RAPIDS, MN

SHEET TITLE:

ELEVATIONS

SHEET NUMBER:

3



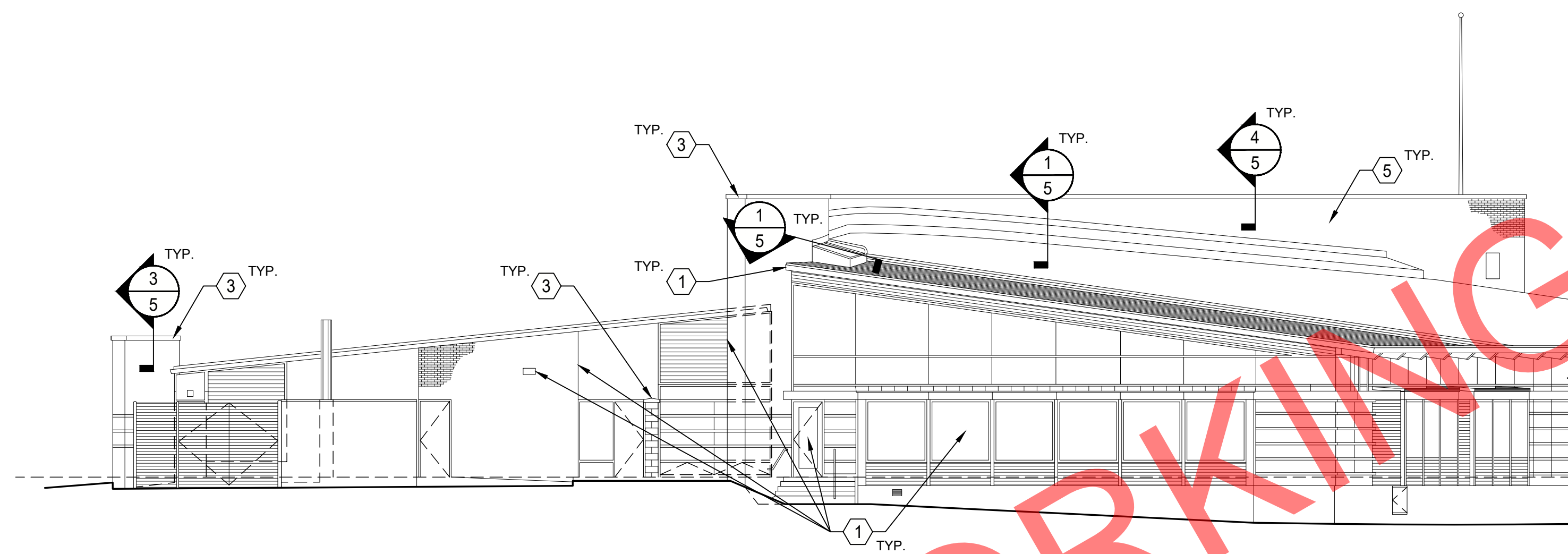
1 SOUTH ELEVATION
SCALE: 3/32" = 1'-0"

WORK ITEMS:

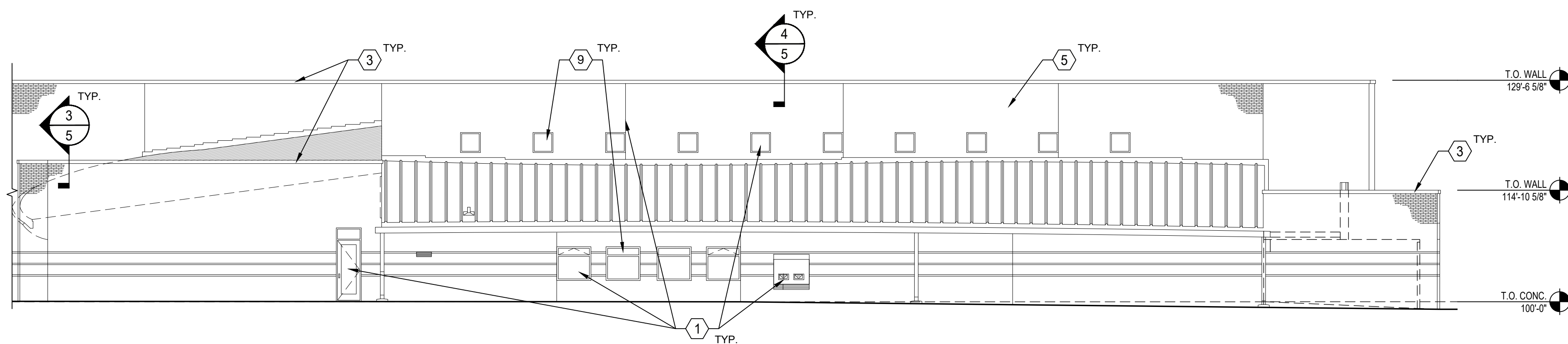
- 1 REMOVE AND REPLACE ALL EXTERIOR BUILDING SEALANTS AT WINDOWS, DOORS, CONTROL JOINTS, FLASHINGS, PENETRATIONS, DISSIMILAR MATERIALS, ETC. TYPICAL SEALANT LOCATIONS ARE NOTED ON THE ELEVATIONS. SEE DETAILS ON SHEETS 5 AND 6. EXCLUDES SEALANTS AT THE SKYLIGHTS.
- 2 REPAIR FLASHING AT FRONT BAY WINDOWS.
- 3 RESET ALL CONCRETE CAP STONES WITH NEW FLASHING.
- 4 REMOVE, RESEAL, AND RESET (2) OPERABLE WINDOW UNITS.
- 5 CLEAN VISIBLE DEBRIS AND INSTALL MASONRY WATER REPELLENT AT STEM WALLS AND CONCRETE CAPS.
- 6 REMOVE AND REPLACE ALL EXISTING EXTERIOR SEALANTS AND GASKETS AT THE SKYLIGHT ASSEMBLIES INCLUDING AT GLAZING, FRAMING, FLASHINGS, AND TERMINATIONS.
- 7 SPOT BRICK REPLACEMENT QTY: 75 BRICK, CONFIRM WITH ENGINEER.
- 8 SPOT TUCKPOINTING QTY: 1,400 SF, CONFIRM WITH ENGINEER.
- 9 PAINT ALL EXPOSED STEEL LINTELS AT ALL WINDOWS, DOORS, AND MASONRY WALL OPENINGS.

ALTERNATE WORK ITEMS:

- ALT) REPLACE THROUGH WALL FLASHING ABOVE SKYLIGHTS. SEE DETAIL 1R/5.



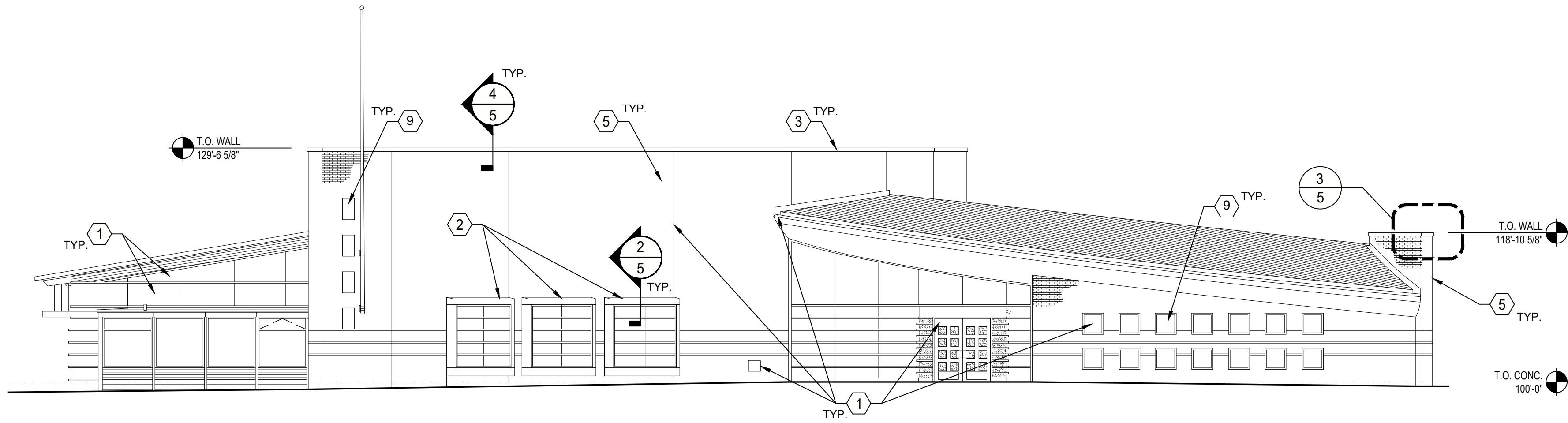
2 WEST ELEVATION
SCALE: 3/32" = 1'-0"



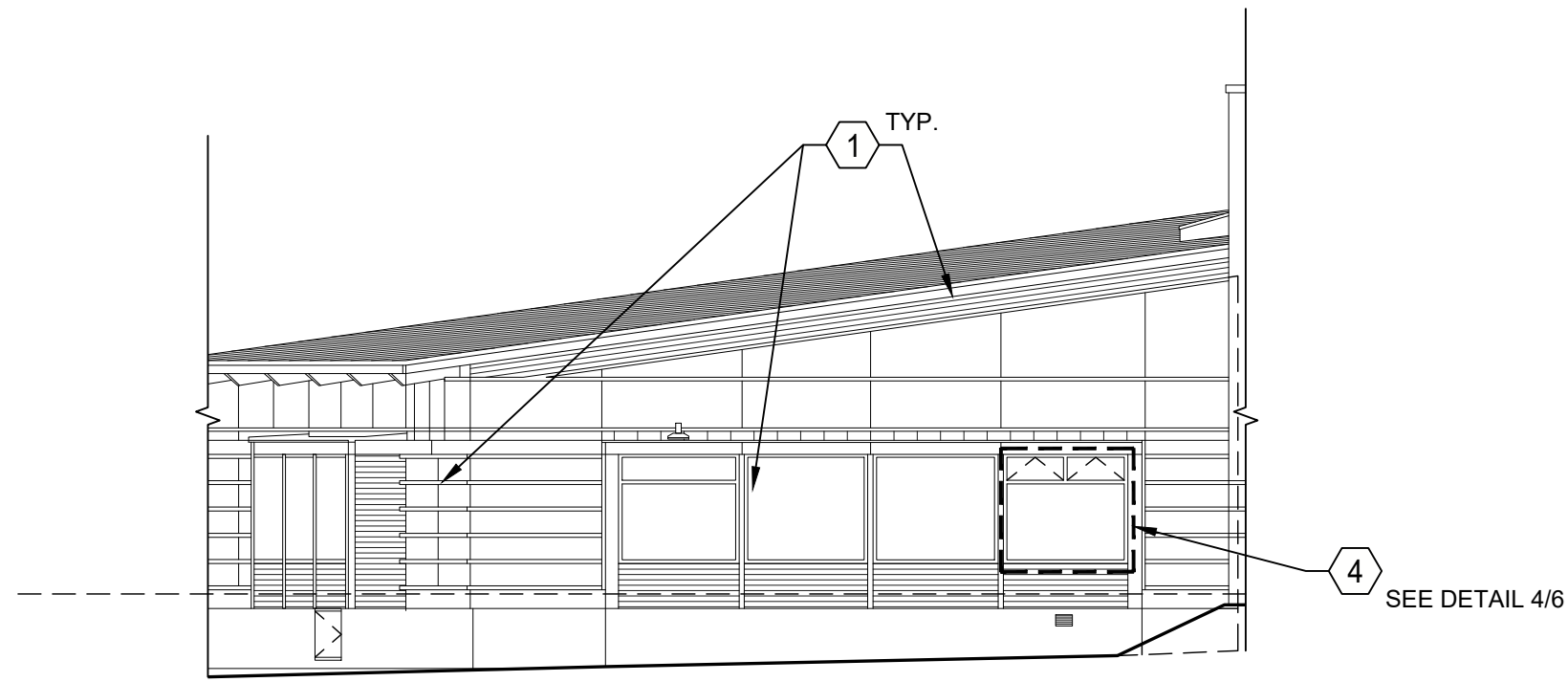
3 NORTH ELEVATION
SCALE: 3/32" = 1'-0"

WORKING DRAFT

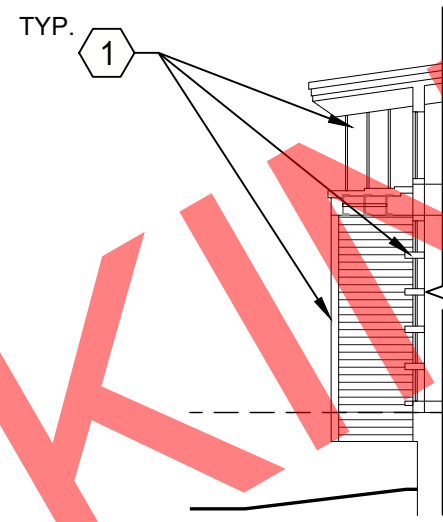
NOT FOR CONSTRUCTION



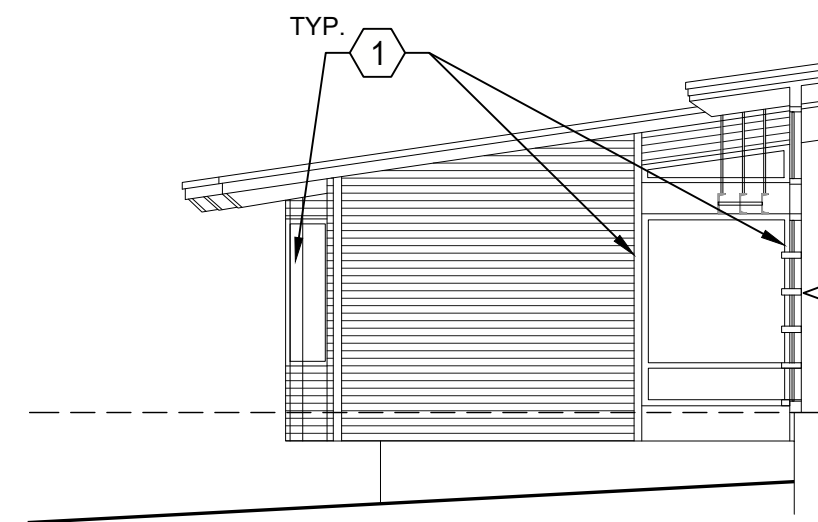
1 EAST ELEVATION
4 SCALE: 3/32" = 1'-0"



2 PARTIAL EAST ELEVATION
4 SCALE: 3/32" = 1'-0"



3 TYP. @ ROOMS 106, 108 - 111
4 SCALE: 1/8" = 1'-0"



4 TYP. SIDE ELEVATION @ ROOM 107
4 SCALE: 1/8" = 1'-0"

WORK ITEMS:

- 1 REMOVE AND REPLACE ALL EXTERIOR BUILDING SEALANTS AT WINDOWS, DOORS, CONTROL JOINTS, FLASHINGS, PENETRATIONS, DISSIMILAR MATERIALS, ETC. TYPICAL SEALANT LOCATIONS ARE NOTED ON THE ELEVATIONS. SEE DETAILS ON SHEETS 5 AND 6. EXCLUDES SEALANTS AT THE SKYLIGHTS.
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- 9 PAINT ALL EXPOSED STEEL LINTELS AT ALL WINDOWS, DOORS, AND MASONRY WALL OPENINGS.

ALTERNATE WORK ITEMS:

- ALT) REPLACE THROUGH WALL FLASHING ABOVE SKYLIGHTS. SEE DETAIL 1R/5.



5435 Feltl Road
Minnetonka, MN 55343
Tel: (952) 854-4511

www.encompassinc.com

CONSULTANTS:

CERTIFICATION:

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Date: _____
Registration Number: _____

Project Number: 22-8040-001
Date: 01/19/2023
Drawn: OV
Checked: MAB
Scale: AS NOTED

REVISIONS:

PROJECT:

GRAND RAPIDS LIBRARY
FACADE REPAIR DESIGN
140 NE 2ND STREET
GRAND RAPIDS, MN

SHEET TITLE:
ELEVATIONS

SHEET NUMBER:

4

5435 Feltl Road
Minnetonka, MN 55343
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Project Number: 22-8040-001

Date: 01/19/2023

Drawn: OV

Checked: MAB

Scale: AS NOTED

REVISIONS:

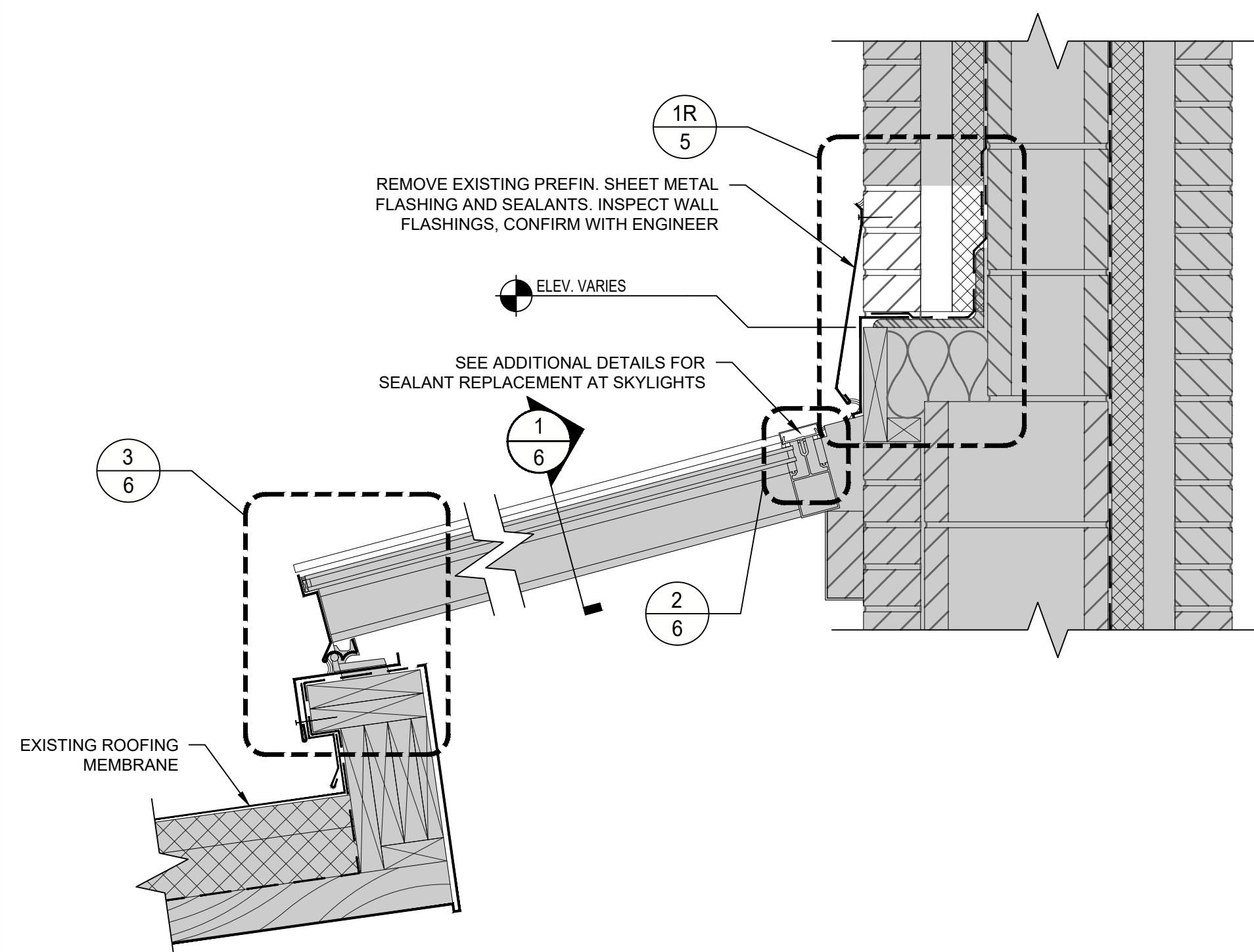
PROJECT:

GRAND RAPIDS LIBRARY
FACADE REPAIR DESIGN
140 NE 2ND STREET
GRAND RAPIDS, MN

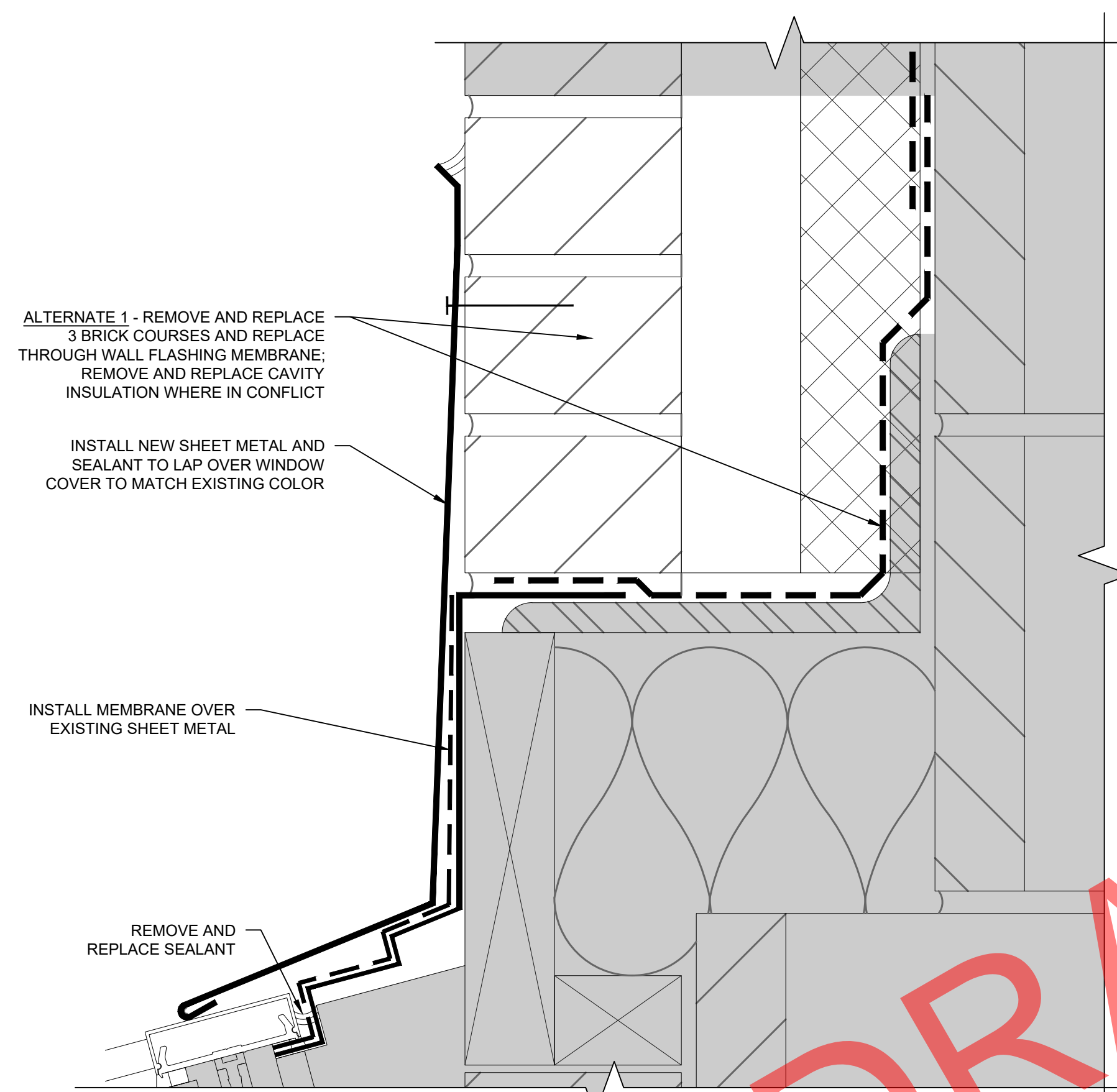
SHEET TITLE:
DETAILS

SHEET NUMBER:

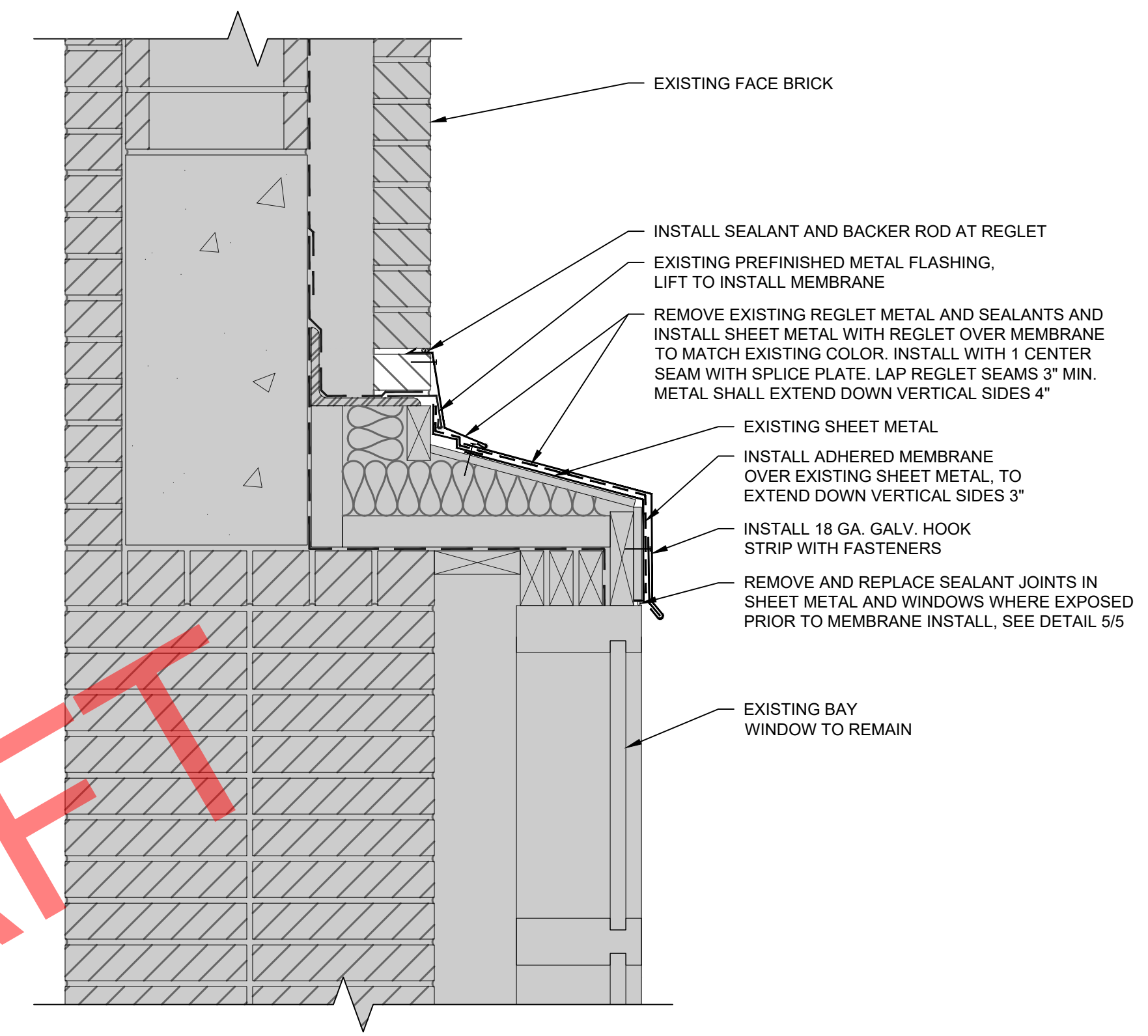
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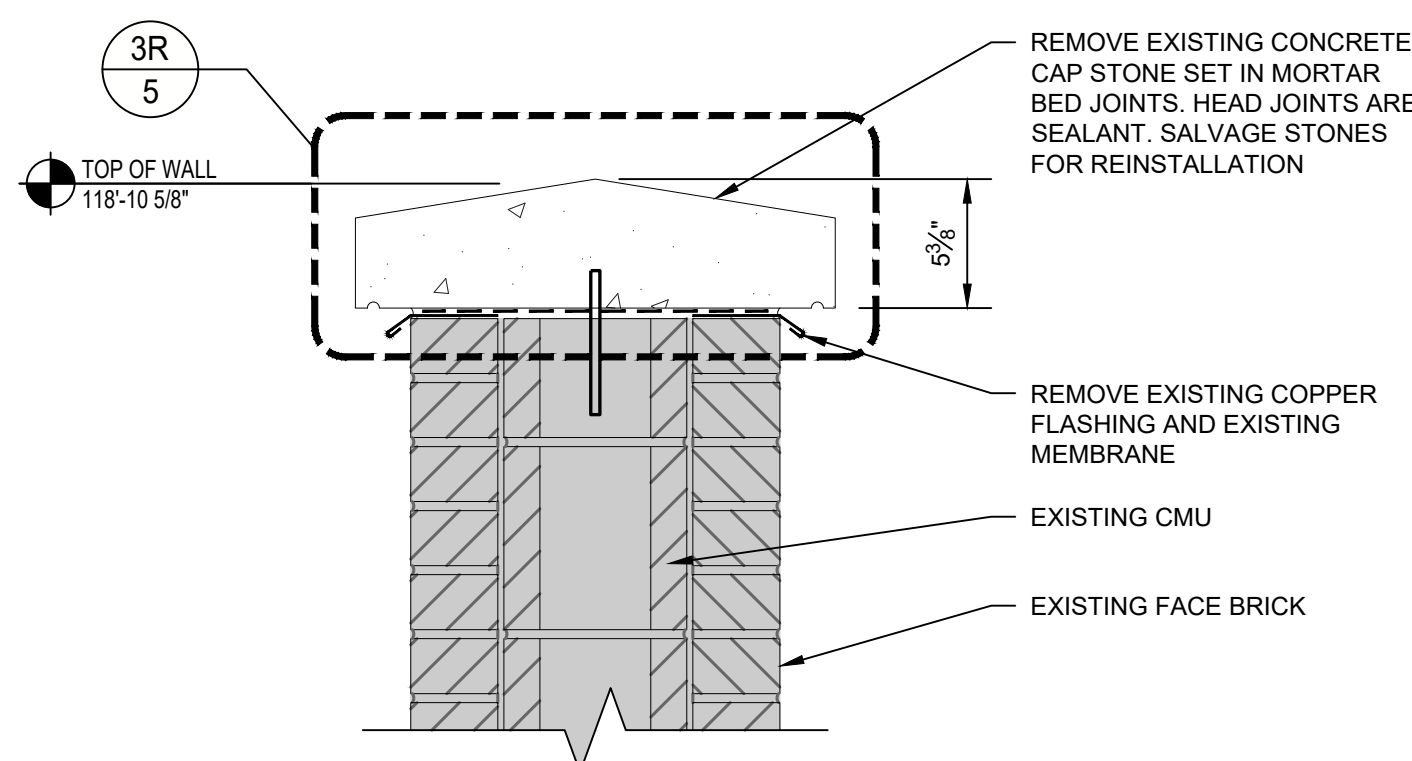
1 WALL AT SKYLIGHTS - EXISTING
SCALE: 1-1/2" = 1'-0"



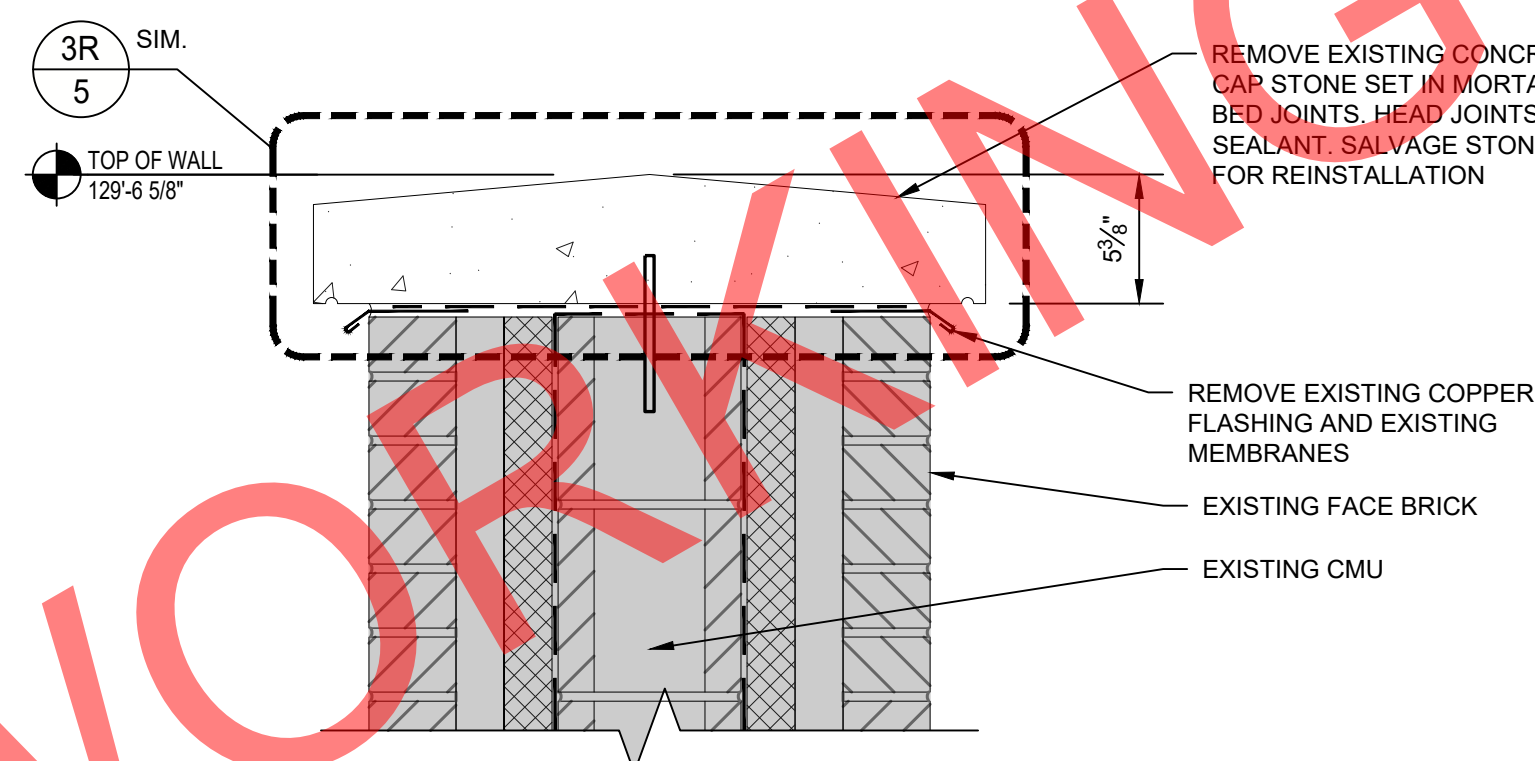
1R WALL AT SKYLIGHTS - REPAIR
SCALE: 6" = 1'-0"



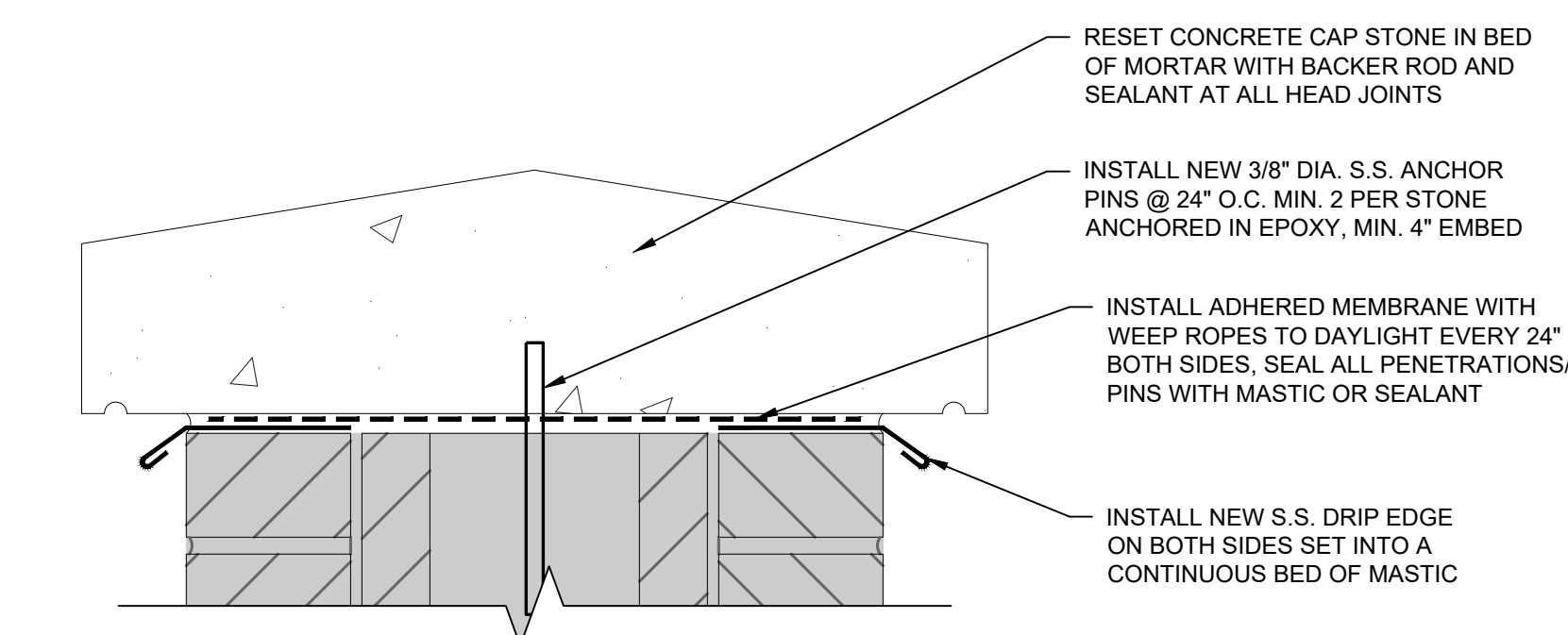
2 BAY WINDOW HEAD
DETAIL - DEMO AND REPAIR
SCALE: 1-1/2" = 1'-0"



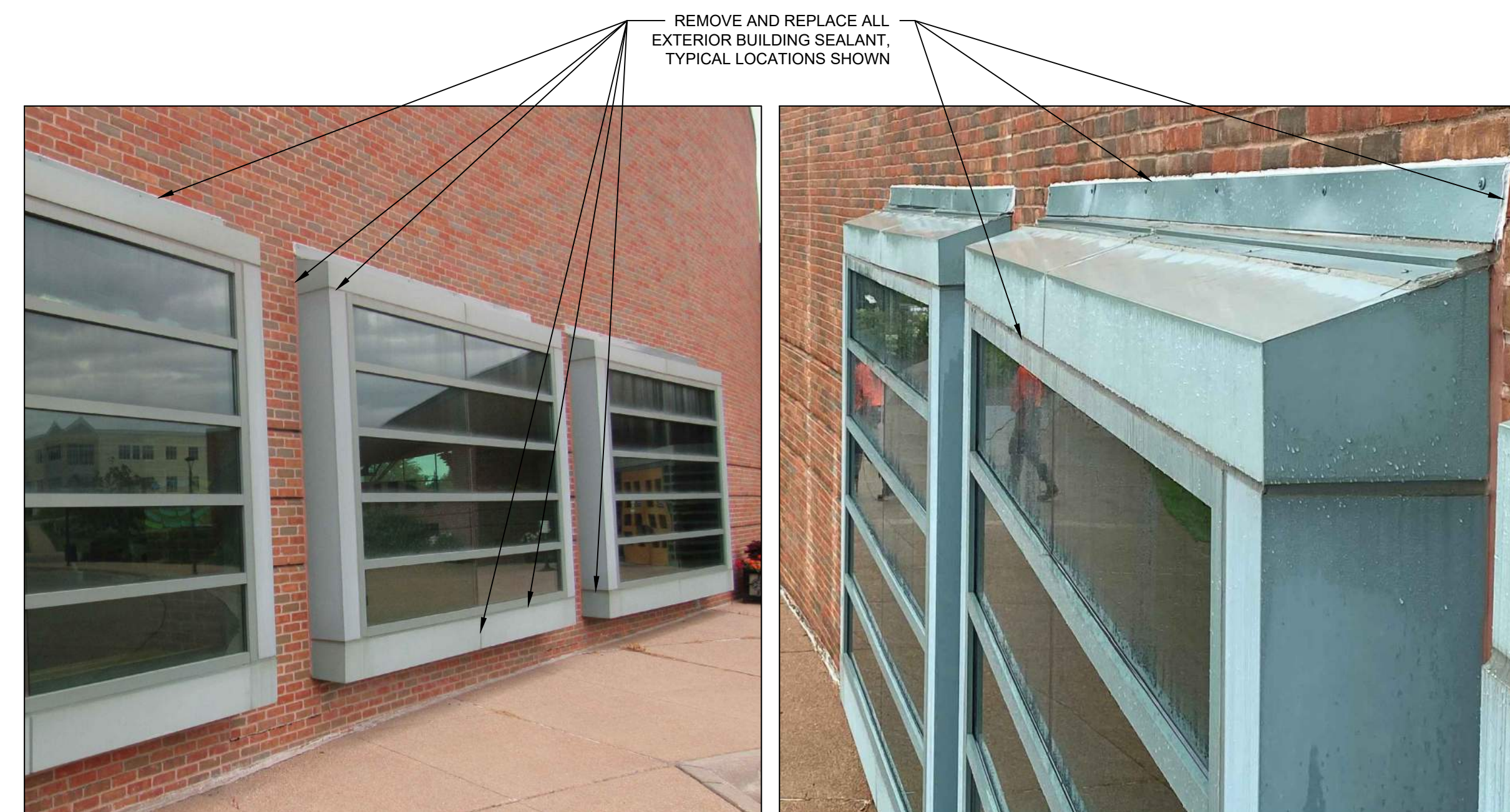
3 PARAPET AT NORTH WALL - DEMO
SCALE: 1-1/2" = 1'-0"



4 PARAPET AT CENTER STEM WALL - DEMO
SCALE: 1-1/2" = 1'-0"

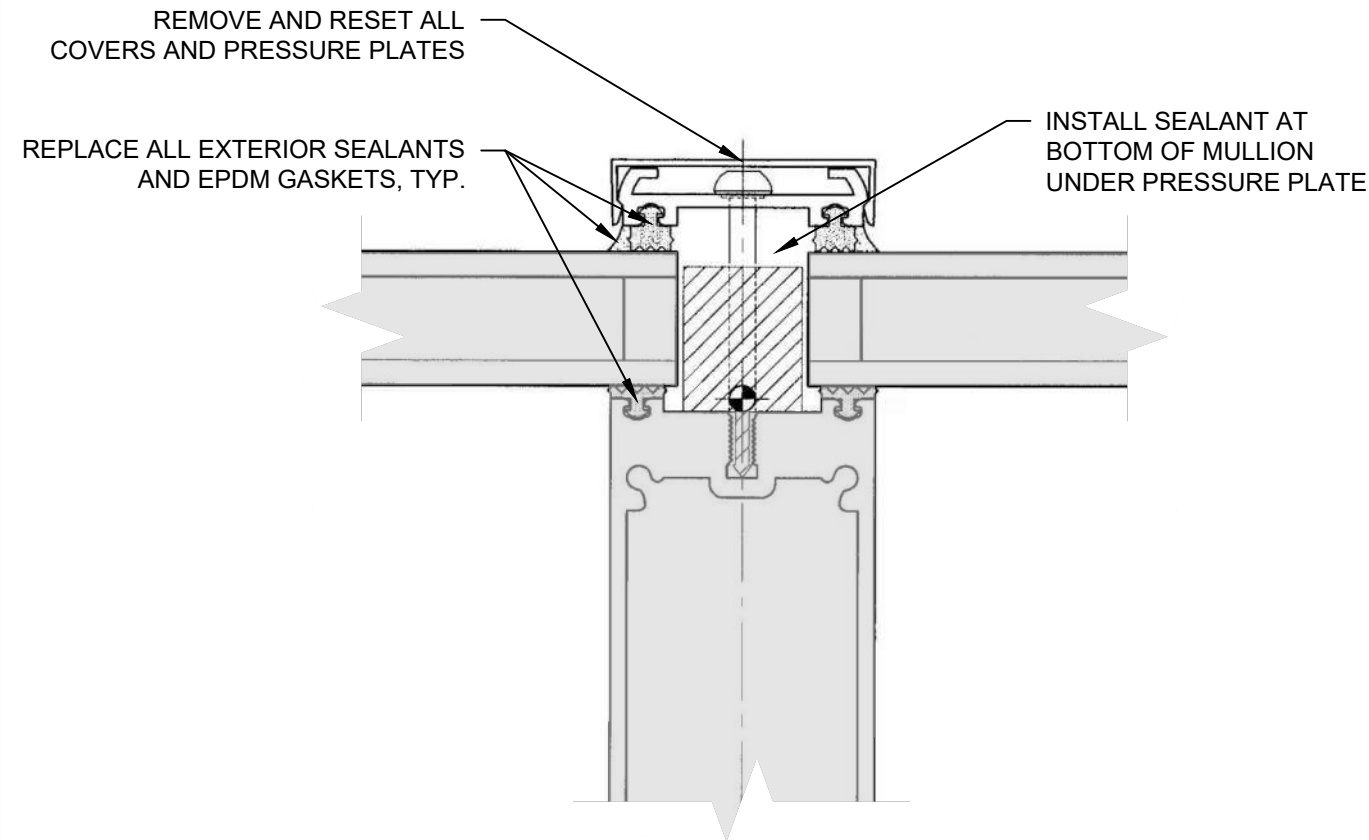


3R PARAPET AT NORTH WALL - REPAIR
SCALE: 3" = 1'-0"



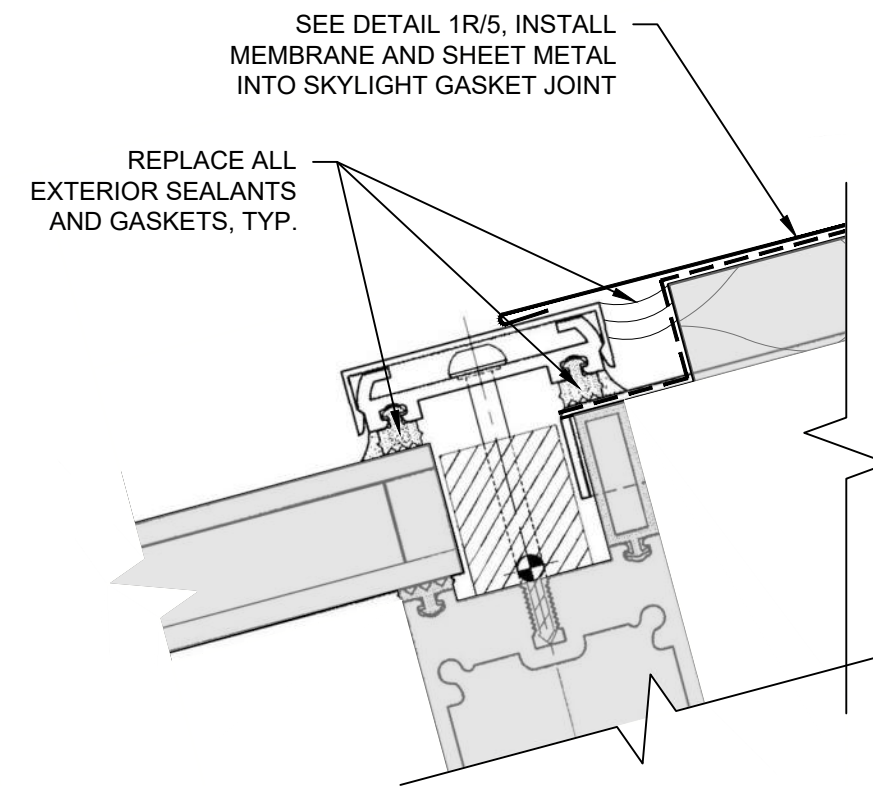
5 BAY WINDOW DETAILS
SCALE: NTS

NOTE:
ALL SEALANTS AT SKYLIGHT GLAZING SHALL BE SILICONE. ADDITIONAL SEALANTS HAVE BEEN INSTALLED AT THE SKYLIGHTS INTERMITTENTLY FOR MAINTENANCE REPAIRS THAT SHALL BE REMOVED. REINSTALL SEALANTS AS SHOWN ON DETAILS.



1 SKYLIGHT MULLION/RAFTER SECTION FOR WORK ITEM 6
SCALE: 6" = 1'-0"

NOTE:
ALL SEALANTS AT SKYLIGHT GLAZING SHALL BE SILICONE. ADDITIONAL SEALANTS HAVE BEEN INSTALLED AT THE SKYLIGHTS INTERMITTENTLY FOR MAINTENANCE REPAIRS THAT SHALL BE REMOVED. REINSTALL SEALANTS AS SHOWN ON DETAILS.



2 SKYLIGHT HEAD SECTION FOR WORK ITEM 6
SCALE: 6" = 1'-0"

REMOVE AND REPLACE SEALANTS

REMOVE AND REPLACE SEALANTS AT ALL FRAME JOINTS, TYP.

REMOVE AND REPLACE SEALANTS

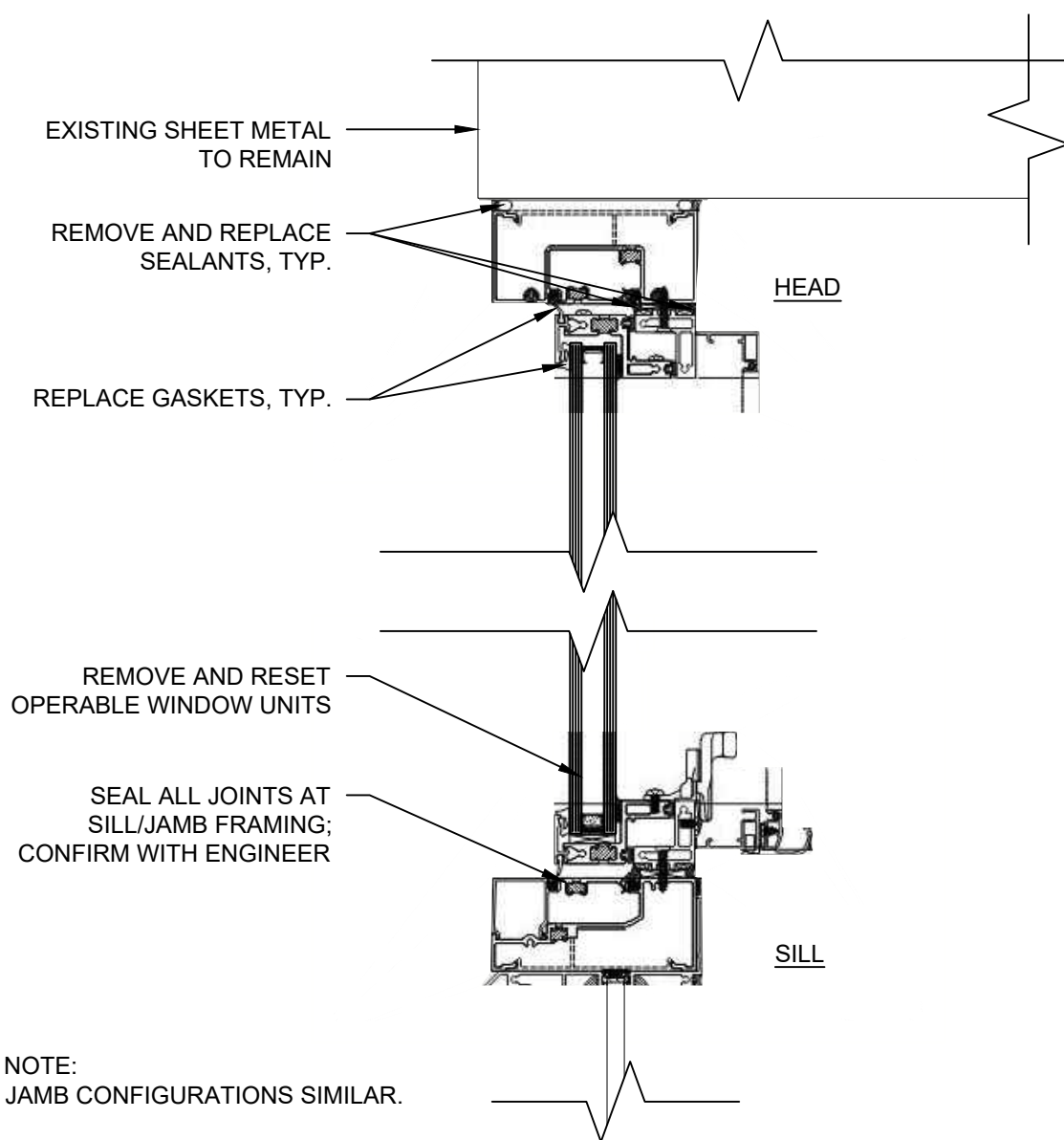
NOTE:
ALL SEALANTS AT SKYLIGHT GLAZING SHALL BE SILICONE. ADDITIONAL SEALANTS HAVE BEEN INSTALLED AT THE SKYLIGHTS INTERMITTENTLY FOR MAINTENANCE REPAIRS THAT SHALL BE REMOVED. REINSTALL SEALANTS AS SHOWN ON DETAILS.

3 SKYLIGHT SILL SECTION FOR WORK ITEM 6
SCALE: 6" = 1'-0"

RESET (2) OPERABLE UNITS, SEE DETAILS



4 WINDOW RESET DETAILS
SCALE: NTS



NOTE:
JAMB CONFIGURATIONS SIMILAR.

5 OPERABLE WINDOW SECTIONS
SCALE: 6" = 1'-0"

REMOVE AND REPLACE ALL EXTERIOR BUILDING SEALANT, TYPICAL LOCATIONS SHOWN



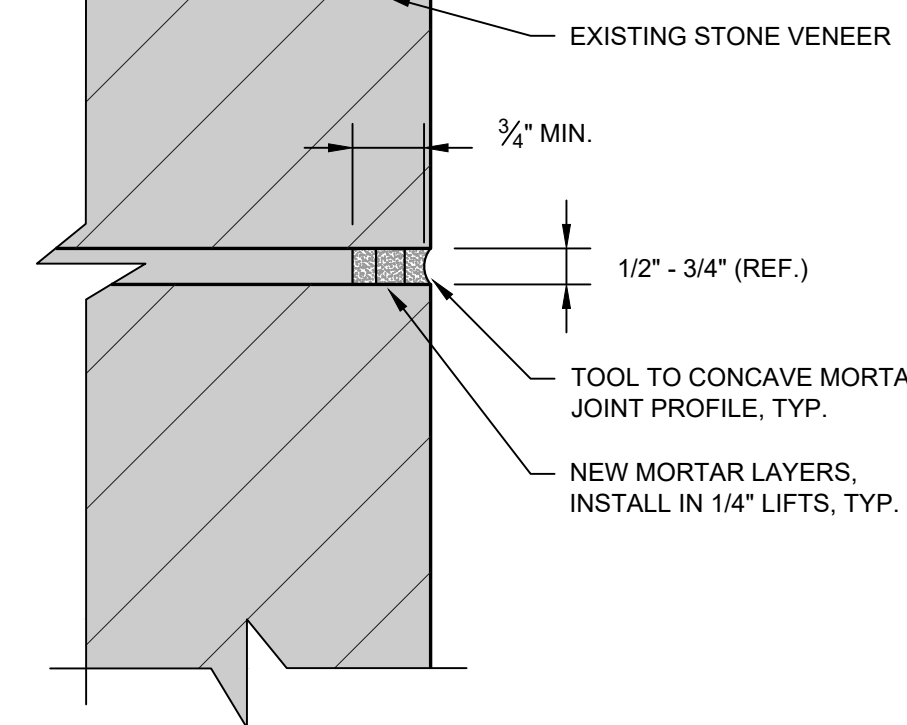
REMOVE AND REPLACE ALL EXTERIOR BUILDING SEALANT, TYPICAL LOCATIONS SHOWN



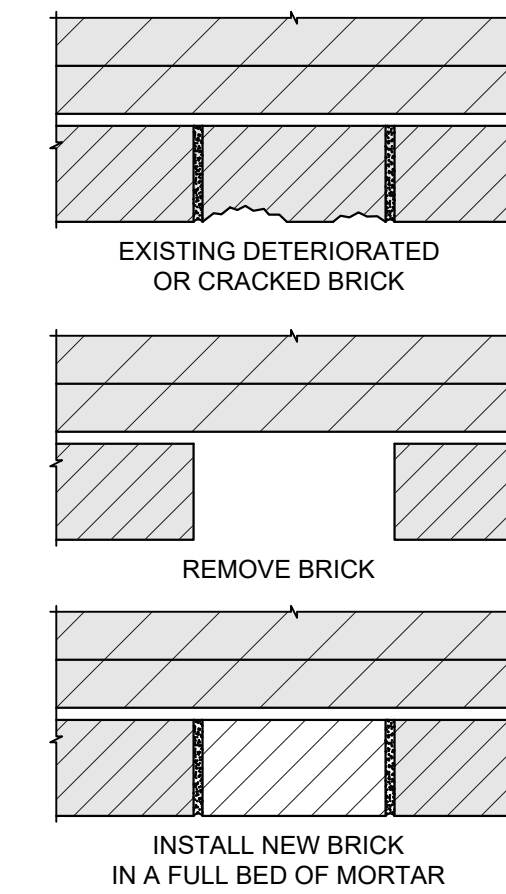
6 TYPICAL SEALANT DETAILS
SCALE: NTS

NOTE:

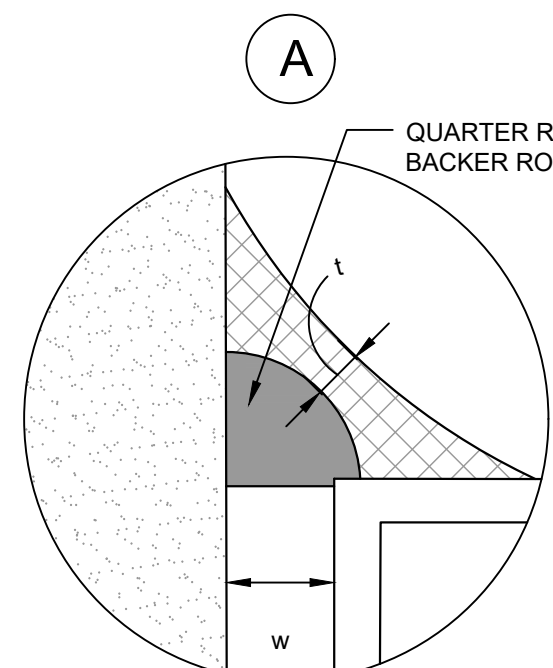
REMOVE DETERIORATED MORTAR. REMOVE ADDITIONAL MORTAR UNTIL SOUND MORTAR IS ENCOUNTERED.



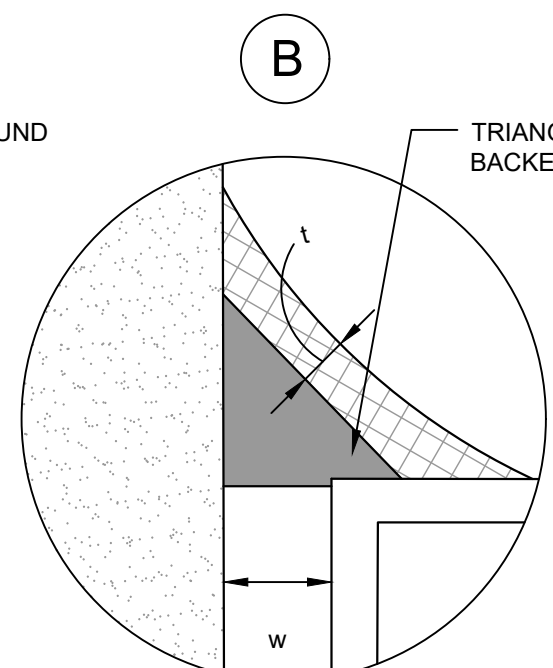
7 TYPICAL MASONRY TUCKPOINTING
SCALE: NTS



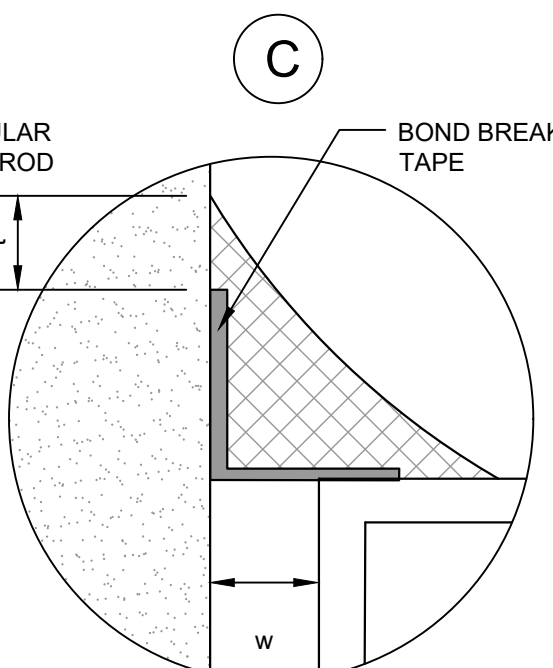
8 INDIVIDUAL BRICK REPLACEMENT
SCALE: NTS



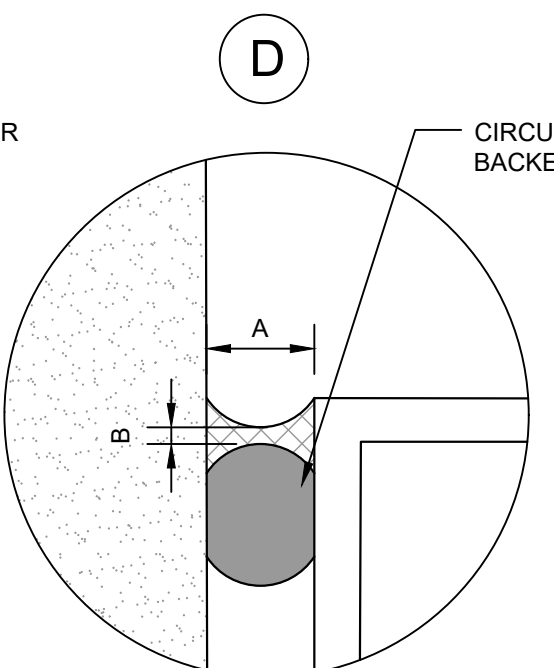
NOTES:
1) FOR ANGLE BEADS:
t = 1/4", MIN.
w = SPECIFIED BY SEALANT SUPPLIER BUT NOT LESS THAN 1/8"



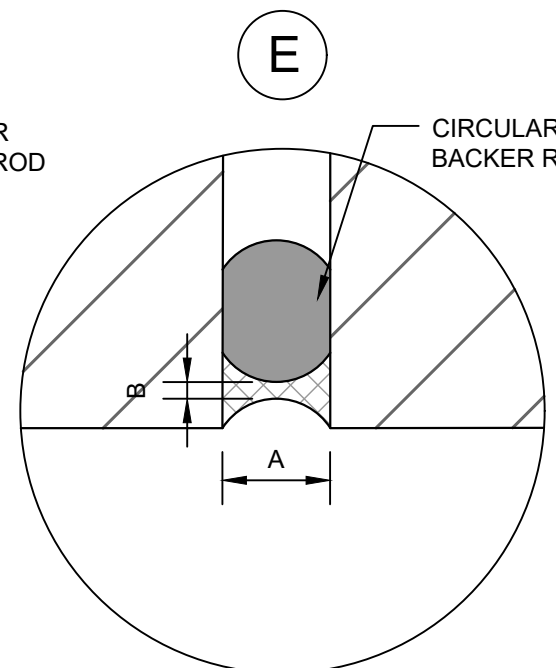
NOTES:
1) FOR ANGLE BEADS:
t = 1/4", MIN.
w = SPECIFIED BY SEALANT SUPPLIER BUT NOT LESS THAN 1/8"



NOTES:
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t = 1/4", MIN.
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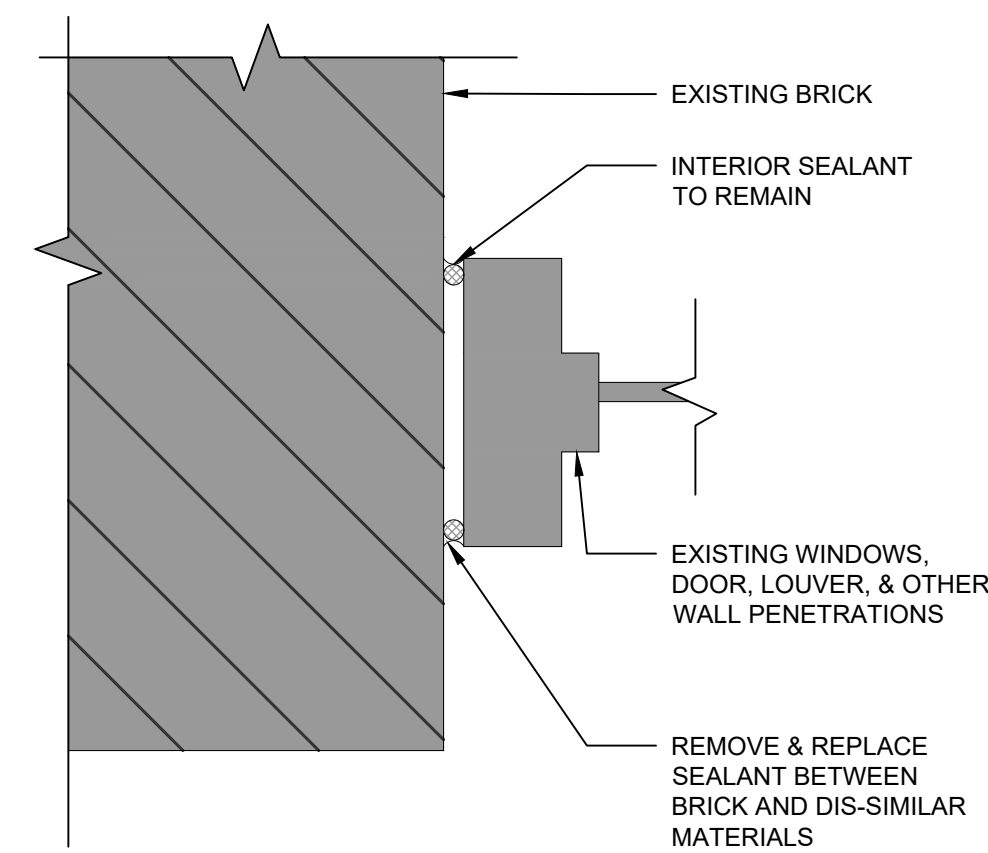


NOTES:
1) RATIO A/B SHALL BE 2:1
2) "A" DIMENSION SHALL BE 1" MAX.
3) "B" DIMENSION SHALL BE 1/4" MIN., U.N.O.



NOTES:
1) RATIO A/B SHALL BE 2:1
2) "A" DIMENSION SHALL BE 1" MAX.
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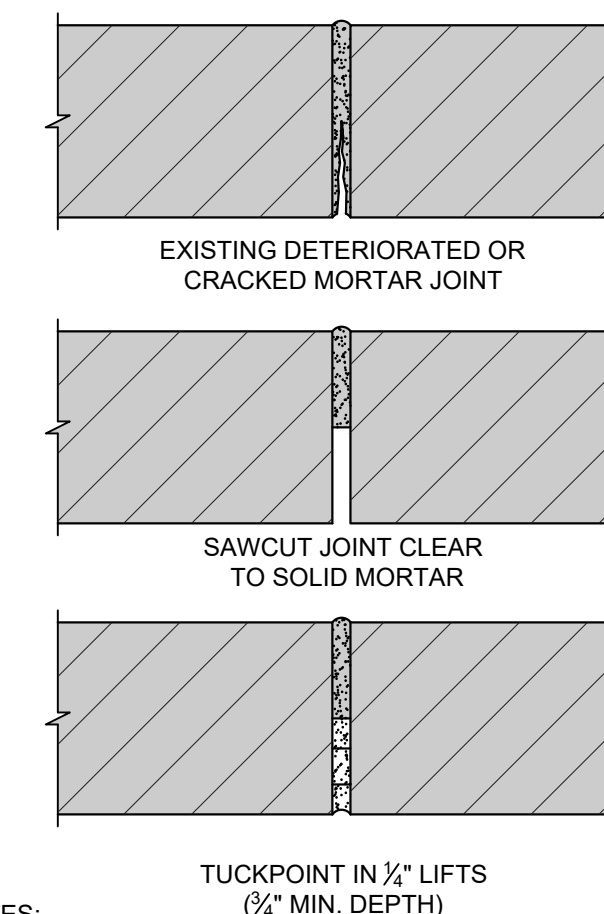
9 TYPICAL SEALANT DETAILS
SCALE: NTS



NOTE:

- CLEAN AND PRIME SURFACE TO RECEIVE SEALANT IN ACCORDANCE WITH MANUFACTURER'S INSTALLATION REQUIREMENTS
- INSTALL CLOSED-CELL BACKER ROD (WHERE A GAP IS PRESENT)

10 SEALANT REPLACEMENT
SCALE: NTS



NOTES:

- STRIKE ALL JOINTS W/ CONCAVE BARREL PROFILE
- REMOVE DETERIORATED MORTAR UNTIL SOUND MORTAR IS ENCOUNTERED.
- EXISTING MASONRY JOINTS MAY CONTAIN SEALANT AND FOIL TAPE WHICH SHALL BE REMOVED ENTIRELY TO REPAIR JOINTS.

11 TYP. TUCK-POINTING REPAIR
SCALE: NTS

Encompass
engineering consultants
forensic analysis

5435 Feltl Road
Minnetonka, MN 55343
Tel: (952) 854-4511

www.encompassinc.com

CONSULTANTS:

CERTIFICATION:

I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Sign: _____
Date: _____
Registration Number: _____

Project Number: 22-8040-001
Date: 01/19/2023
Drawn: OV
Checked: MAB
Scale: AS NOTED

REVISIONS:

PROJECT:

GRAND RAPIDS LIBRARY
FACADE REPAIR DESIGN
140 NE 2ND STREET
GRAND RAPIDS, MN

SHEET TITLE:
DETAILS

SHEET NUMBER:

6

Sherry Colter
 60 Horseshoe Drive
 Grand Rapids, MN 55744
 (218)244-6198
 scolter@isd318.org

Objective:

To obtain the position at the Grand Rapids Public Library

Education:

University of Minnesota Duluth

Bachelor of Applied Arts, 1997

Major: Social Studies, Secondary Teaching

Minor: Psychology Emphasis: Sociology, Geography, broad background

Bemidji State University

Learning Disability License, K-12, 2001

Emotional Behavior License, K-12, 2001

College of St. Catherine

Master of Education, 2006

St. Cloud State University

Sixth Year K-12 Principal License, 2010

Sixth Year Director of Special Education License, 2010

Certification:

Minnesota State License Teaching

- Social Studies 7-12
- Learning Disability, K-12
- Emotional Behavior Disorders, K-12 Minnesota State License

Administration

- Principal, K-12
- Director of Special Education

Teaching Experience: Secondary Special Education Teacher, Independent School District 318 – *Specific Learning Disabilities and Emotional Behavior Disorders* – 9-12 from 9/05-6/13 and 2/16-present ~ Specific Learning Disabilities and Emotional Behavior Disorders

- Collaborated with students, staff, parents, administration and various Support staff
- Led and participated on various school leadership teams
- Organized school and community events
- Scheduled students and Educational Assistants school day Differentiated Instruction
- Created Behavior Plans
- Communicated with support staff and parents/guardians
- Established and Monitored student expectations, goals, and objectives
- Supervised and Evaluated Educational Assistants
- Implemented daily instruction and classroom management techniques

Administration Experience:

Principal, Forest Lake Elementary School, Independent School District 318 – 8/13 - 1/16

- Established relationships with all stakeholders (staff, students, families, and community)
- Effectively communicated with all stakeholders
- Maintained and managed building budget
- Led and participated in school-wide initiatives
- Active participant on TAT, Child Study and Special Education Teams
- Planned and organized school-wide events
- Created master schedule
- Supervised and Evaluated staff
- Collaborated with staff and families in creation of 504 plans

Elementary Special Education Teacher, Independent School District 002 – Multiple Disabilities – 9/00 – 6/05

K-6 various disabilities (EBD, LD, OHD, ASD, Cognitive Disabled)

- Created a positive learning environment
- Implemented daily instruction and assignments
- Utilized various teaching techniques
- Implemented a variety of behavior management techniques
- Communicated with students, parents/guardians and staff regularly
- Supervised and Evaluated Educational Assistants Substitute Teacher 9/99 – 9/00
- K-12 various schools and school districts
- Implemented classroom management strategies
- Actively engaged students in learning
- Implemented daily instruction and assignments
- Communicated to teachers' summary of daily events

Professional Experience:

Assistant Store Manager, Target, Grand Rapids, MN 4/97 – 9/99

- Created a positive learning and working environment
- Implemented and educated all team members on new programs
- Exceptional communication and verbal skills
- Supervised and Evaluated staff

References:

Mark Schroeder

ISD 318 School Board Member

Past Administrator/Mentor, Grand Rapids High School

420 SW 8th Avenue

Grand Rapids MN 55744

Phone: (218) 256-5303

mschroeder@isd318.org

Angie Vekich

Teacher, Special Education 9-12

218-327-5760 ext. 41426

avekich@isd318.org



NATURE PLAYSCAPE





THE IDEA

Create a natural outdoor play space on the lawn of Grand Rapids Area Library.

Using natural elements allows a playscape to blend in the with the beauty of the riverfront, while also acting as a piece of community art.

PHASE ONE

Build a foundation that encourages activity and imagination:

- Low balancing
- Low climbing
- Organic creation/manipulation (sand, rocks, sticks)
- Imaginative art
- Seating (cut logs, picnic tables, benches)



PHASE TWO

Enhance the play areas with larger buildouts:

- Higher climbing
- More gross motor
- Creative drama space (a theater stage, musical instruments)
- Educational/outdoor classroom space



THE INSPIRATION

NORTH COUNTRY PARK NATURAL PLAYScape:

- Bemidji Parks and Recreation currently is working with the Bemidji Rotary Club on this similar, but large-scale-concept project
- <https://www.bemidjirotary.org/page/north-country-park-natural-playscape>
- <https://www.ci.bemidji.mn.us/index.asp?SEC=3C02F7CF-2B18-4790-8D99-C69E5E994167>



FIND OLD-FASHIONED FUN AT NATURAL PLAYSAPES:

<https://www.exploreminnesota.com/article/your-kids-will-love-these-epic-minnesota-playgrounds>

- Hartley Nature Center, Duluth
- Minnesota Landscape Arboretum, Chanhassen

NATURE PLAYGROUNDS IN THE TWIN CITIES – GET BACK TO GREEN:

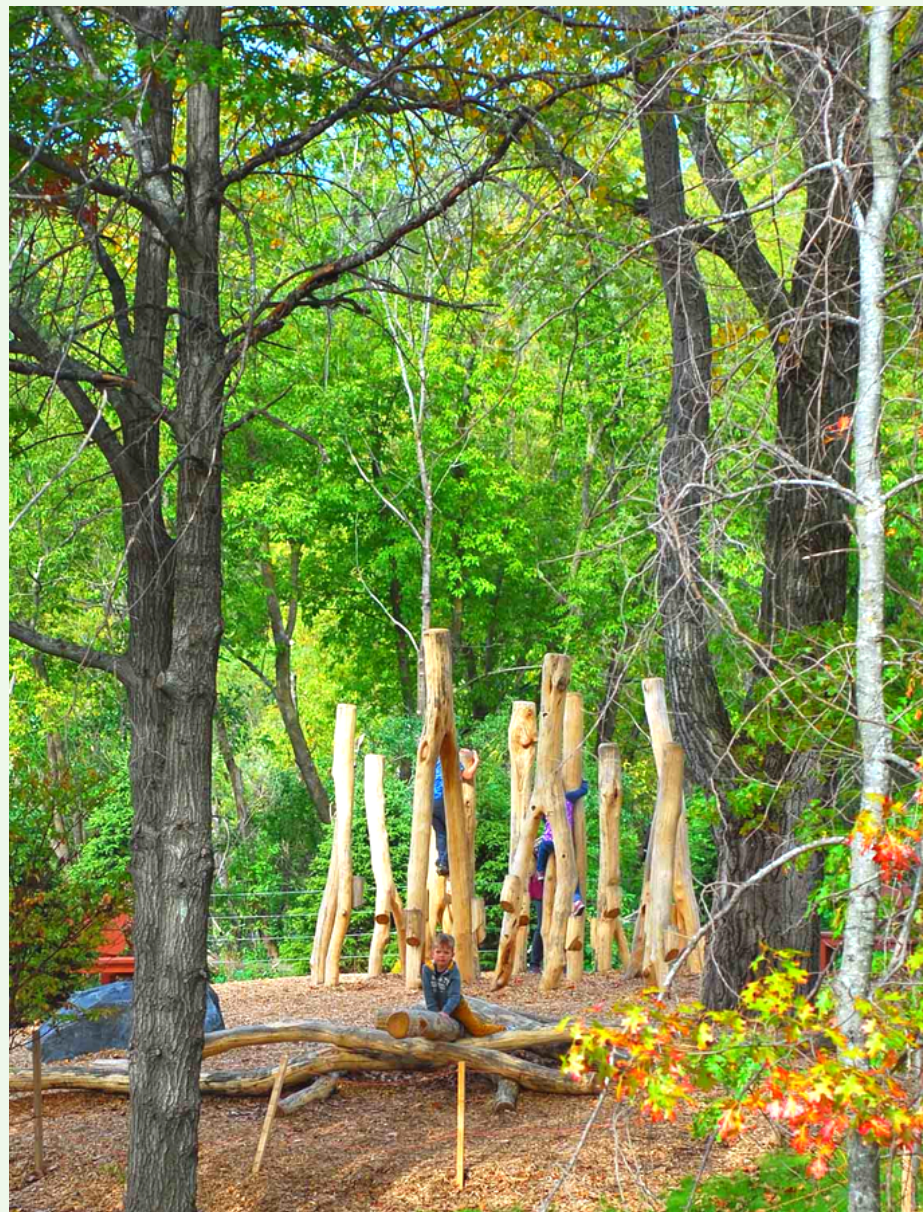
<https://www.familyfuntwincities.com/twin-cities-nature-playgrounds/>

MINNESOTA VALLEY NATIONAL WILDLIFE REFUGE NATURE PLAY AREA:

https://www.fws.gov/refuge/Minnesota_Valley/Nature_Play_Area.html



THE INSPIRATION



THE INSPIRATION



THE IMPACT

For the Library:

- More outdoor programming and learning opportunities meet the needs of more Library users, enriching and enhancing the experience of young people and their families.
- The playscape acts as a natural continuation of the StoryWalk.

For the City:

- There is nothing like this in the City. It's a unique, feel-good experience.
- It's in Minnesota's Nature: we are encouraging the community to interact with the natural environment around them, providing them with unparalleled access to the river, and promoting the existing walking path and footbridge.
- A stay-and-play destination for locals and visitors who are increasingly looking for places to gather outdoors.



GRAL Director's Report

FEBRUARY 2023

ADVOCACY

-Minnesota Library Association Legislative Activities Calendar

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

2/1/23, 4/5/23, 5/3/23, 6/7/23, 7/5/23, 8/2/23, 9/6/23, 11/8/23, 12/6/23

Please note: no update in March due to MLA Legislative Day at the Capitol and no update in October due to MLA Annual Conference.

MLA Library Legislative Day Briefing via Zoom: TBD!

MLA Library Legislative Day at the Capitol: Tuesday, February 28, 2023 (I plan to attend with ALS staff.)

MLA Library Legislative Day Debrief via Zoom: Wednesday, March 8, 2023 – 10-11 a.m.

-Legislative Forecast

MLA Lobbyist Sam Walseth shared the broad scope of library related legislative activities during the 2/1 update:

1. Funding; increase to Regional Library Basic System Support (included in Walz budget); increase to multicounty / multitype support; monies set aside to promote school library media specialists
2. Legacy monies; set aside Legacy monies for library related programming (\$3 million?)
3. Library construction grants

LIBRARY MANAGEMENT

-Annual Report

I am in the process of completing the (required) annual library report to the State of Minnesota (Minnesota Department of Education). Arrowhead Library System staff have been very helpful with providing library directors with automated statistical reports. I anticipate presenting the completed annual report for library board approval at the March board meeting.

-Book Recycling

Beginning 1/1/23, Itasca Life Options will no longer take discard books for in-house shredding. However, paperback books may be recycled at the Waste Management Bass Lake Road transfer station. ILO has agreed to haul books for recycling in exchange for a consideration from the Friends. We will continue to look for a solution for recycling hardcover books. Update: ILO taking discards for recycling is working well.

FACILITIES MAINTAINANCE / SPACE

-Bid Specs

Encompass Inc. is working on a drafting set of bid specs and repair details. The Facilities Maintenance Manager and I met with Encompass staff on 1/31 to see the latest draft before bid specs are finalized and sent out for bid. The bid specs will include the following work items:

1. Replace exterior sealant, joints are in poor condition and the material is past its useful age.
2. Repair/replace flashing at front bay windows with a weatherproof membrane and protective cladding.
3. Remove and reset capstones, replace flashing with new material featuring a drip edge.
4. Fix (reinstall) the window in Tracy's office, bringing it up to as new condition.
5. Perform sealant maintenance / repair around skylights. Sealant is in poor to fair condition.
6. Clean brick to remove stains and moss, add water repellent product to extend useful life.

7. Spot masonry repairs on estimated total surface area of 1,400 square feet.
8. Repaint exposed steel on building exterior.

-Snow Removal

The weather has been especially seasonable this winter season. I have been in touch with the public works department regarding library needs. Update: parking lot is 100% clear as of 1/31.

END OF REPORT

January in Children's

Wow! Wasn't Newbery Monday fun? Of all the ALA Youth Media awards announced on Monday, January 30, we already owned 27 of them, and I ordered 11 more that I think would add to our collection. I'm not kidding when I say that Newbery Monday is my favorite day of the year. But, now I have to wait an entire year. Thankfully, there should be some great, new books to read to fill the time. (Filed under "Another Good Thing from Covid": there were a LOT of really great books published in 2022. These were books written, primarily, in 2020, when the world was shut down and everybody was home. That quiet time produced a great batch of books!)

The biggest change in January was the return of classrooms to the library. All of the 1st graders from Cohasset joined us, and will continue to do so every three weeks until the end of the school year. I have a pretty solid single visit curriculum for 1st graders, but I'm now scrambling to write a good curriculum for several visits. I'm thinking about doing author introductions, but that's still tentative. Stay tuned. 😊

Mr. Patrick Hannah's third graders from West will also visit us five more times between now and the end of the year. Their first visit was wonderful! We talked about the history of libraries in the United States, and, in particular, Grand Rapids. Next month is the history of stories! Christa, our extraordinary Circulation clerk, came down after their visit to tell me that every single student either replied to her "thank you" with "you're welcome," or said "thank you" to her. I so wish we could have more third graders come to the library for a series of visits, they are the perfect age.

Lego Club was great! Our students from Minnesota College-North are a good addition to this program. It's pretty cool when college men build Lego with you! Afternoon with Ms. Amy is not seeing the success I would like, but I think we'll restructure the program for next year. We managed to film 5 disparate Online Storytimes: Dance, Winter Play, Blankies, Airplanes, and Baking. Winter Play has leapt to the forefront in popularity with 475 You Tube views and another 45 on Facebook. We haven't had such popularity since Squirrels topped 47,000 views. 😊

I'm heading to Mountain Iron this Friday, February 3, for our very first face-to-face CLAS (Children's Librarians of the Arrowhead System) meeting since 2019! I am beyond excited to have great conversations with my colleagues from around our area. Happy Reading!

Monthly Report - Overview for Jan 2023

Locations on this report: Grand Rapids Area Library

Checkout

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	----	-----	----	-----	-----	----
1st Time	9257	7122	29	7908	17	9257	7908	17
Phone Renewal	256	332	-23	342	-26	256	342	-26
Renewal	132	132	0	231	-43	132	231	-43
Opac Renewal	612	676	-10	674	-10	612	674	-10
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	10257	8262	24	9155	12	10257	9155	12

Checkout Stock Rotation

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	----	-----	----	-----	-----	----
1st Time	0	0	0	0	0	0	0	0
Phone Renewal	0	0	0	0	0	0	0	0
Renewal	0	0	0	0	0	0	0	0
Opac Renewal	0	0	0	0	0	0	0	0
Offline 1st Time	0	0	0	0	0	0	0	0
Offline Renewal	0	0	0	0	0	0	0	0

Dayend Auto Renew	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

Checkin

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
Normal	7352	7265	1	7121	3	7352	7121	3
Late	1847	1881	-2	1821	1	1847	1821	1
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
Total	9199	9146	0	8942	2	9199	8942	2

Requests Placed

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
Placed	2141	1637	30	1907	12	2141	1907	12
Total	2141	1637	30	1907	12	2141	1907	12

Requests Resolved

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
Cancelled	108	99	9	113	-5	108	113	-5
Filled	3114	2495	24	2826	10	3114	2826	10
Expired	5	5	0	6	-17	5	6	-17
Total	3227	2599	24	2945	9	3227	2945	9

Holds Resolved

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
Picked Up	1888	1582	19	1596	18	1888	1596	18
Cancelled	5	2	150	2	150	5	2	150
Expired	105	120	-13	146	-29	105	146	-29
Total	1998	1704	17	1744	14	1998	1744	14

Overdues

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
1st Notice	384	699	-46	390	-2	384	390	-2
2nd Notice	5	7	-29	10	-50	5	10	-50
3rd Notice	2	2	0	1	100	2	1	100
4th Notice	2	1	100	0	100	2	0	100
5th Notice	1	1	0	0	100	1	0	100
Final Notice	2	0	100	0	100	2	0	100
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	185	186	-1	106	74	185	106	74
Total	581	896	-36	507	14	581	507	14

Borrower Delta

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
New (Manual)	130	44	195	56	132	130	56	132

Deleted (Manual)	10	7	42	10	0	10	10	0
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	140	51	174	66	112	140	66	112

Bib Delta

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	170	84	102	86	97	170	86	97
Deleted (Manual)	116	158	-27	235	-51	116	235	-51
New (Batch)	68	42	61	50	36	68	50	36
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	354	284	24	371	-5	354	371	-5

Auth Delta

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	0	0	0	1	-100	0	1	-100
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	0	0	0	1	-100	0	1	-100

Item Delta

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----

New (Manual)	522	248	110	338	54	522	338	54
Deleted (Manual)	718	698	2	1706	-58	718	1706	-58
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1240	946	31	2044	-40	1240	2044	-40

Acquisitions Activities

Description	Jan 2023	Dec 2022	%chg	Jan 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	211	242	-13	231	-9	211	231	-9
Items Rcvd by Ven	222	259	-15	234	-6	222	234	-6
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	433	501	-14	465	-7	433	465	-7

Grand Rapids Area Library
Reference Statistics
January 2023

	January 2023	YTD 2023
Door Count	2185	2185
Reference Questions	244	244
Computer Help Over 5 Minutes	17	17
Tests Proctored	1	1
Public Computer Use: Sessions	167	167
Public Computer Use: Hours Used	145	145
Special Computer Sessions	107	107
Passports Accepted	157	157

January 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 CLOSED	3 21,910 10	4 22152 11	5 22392 11	6 22522 6	7 (38)
8	9 22813 DC FTO 8	10 23081 11	11 23344 13	12 23547 8	13 23688 JN FTO B	14 (LIZ)
15	16 CLOSED	17 23970 8	18 24229 8	19 24477 11	20 24627 6	21 (32)
22	23 24926 8	24 25186 6	25 25420 B	26 25683 JN 1/2 FTO 7	27 25788 Q	28 (29)
29	30 26038 7	31 26281 9				 (16)

January 2023

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

Children's Stats

Month January
20 23

Online Storytime

Programs: 4

Facebook views: 225

YouTube views: 654

Total views: 879

Artastic

Programs: 1

Facebook views: 94

YouTube views: 30

Total views: 124

Kits handed out: 150

Book Time

Programs: 5

People: 45 57 57 22

Class visits

Groups/People: 5 / 104

Children's Programs

Programs: 3

People: 22

Name of Program:

Lego Club
Afternoons with Ms Amy

Reference Questions:

403

Reference Questions

2021: 199

JANUARY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
1 New Year's Day	2 CLOSED New Year's Day Holiday	3 7	4 17	5 11	6 6	7 41
8	9 26	10 22 NO CINDY	11 23	12 14	13 12	14 27
15	16 CLOSED MLK King Day	17 16	18 19	19 64	20 5	21 104
22	23 46	24 12	25 21	26 43	27 H	28 124
29	30 NO MARCH 22	31 13				35

GRAND RAPIDS AREA LIBRARY: 2023 Volunteer Report

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	28	142.00	6	93.50	9	9.00	0	0.00	0	0.00	11	49.50			34	235.50
February																
March																
April																
May																
June																
July																
August																
September																
October																
November																
December																
Total		142.00		93.50		9.00		0.00		0.00		49.50		0.00	*	235.50