



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, June 14, 2023

5:00 PM

CALL TO ORDER:

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, June 14, 2023 at 5:00 PM.

CALL OF ROLL:

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 05-10-2023.

COMMUNICATIONS:

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

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

CONSENT AGENDA (Roll Call Vote Required):

3. Consider accepting donations as listed on Donation Resolution 2023-7.
4. Consider approval of contracts for Summer Reading programs.

REGULAR AGENDA:

5. Arrowhead Library System 2023 Budget
6. Library Facade Repair Project Update

UPDATES:

Friends

Foundation

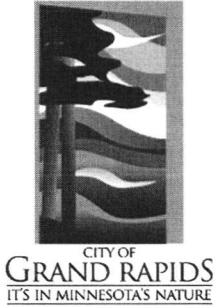
STAFF REPORTS:

[7.](#) May 2023 Library Reports and Statistics

ADJOURNMENT:

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

ATTEST: Will Richter, Director of Library Services



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, May 10, 2023
5:00 PM

CALL TO ORDER:

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, May 10, 2023 at 5:00 PM.

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

CALL OF ROLL:

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

Absent: Blocker

APPROVAL OF AGENDA:

Motion to approve: Richards

Secunder: Kee

Result: Passed unanimously

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

None

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 04-12-2023.

Motion to approve April Minutes: Kee

Secunder: Teigland

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

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

Motion to approve payment of Bill List: Richards

Secunder: Dobbs

Result: Passed 8-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of Donation Resolution 2023-6.

Motion to approve consent agenda: Richards

Secunder: Lassen

Result: Passed 8-0 (roll-call)

REGULAR AGENDA:

4. Library Facade Repair Project Update

Informational

5. Library Foundation 2023 Potential Projects

Informational

6. Consider authorizing city staff to sign agreement with Marco for printer / copier lease extension.

Motion to authorize city staff to sign agreement with Marco for printer / copier lease extension:
Teigland

Secunder: Barr

Result: Passed 8-0 (roll-call)

UPDATES:

Friends

By Teigland – save the date for annual meeting – 06-06-2023 at 5:30.

Foundation

By Barr – Met 04-20-2023 to discuss 2023 projects. Next meeting September.

STAFF REPORTS:

7. Library Reports and Statistics

Informational

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:32 PM.

NEXT REGULAR MEETING IS SCHEDULED FOR JUNE 14, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 05/04/2023
 TIME: 12:45:57
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 05/10/2023

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0112700	AL'S RESTORATION LLC	940.00
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	50.13
0201428	BAKER & TAYLOR LLC	4,552.23
0212124	BLACKSTONE PUBLISHING	188.00
0305485	CENGAGE LEARNING INC	77.59
0315455	COLE HARDWARE INC	15.96
0502705	EBSCO SUBSCRIPTION SERVICE	13.20
0718010	CITY OF GRAND RAPIDS	1,700.00
0914325	INGRAM ENTERTAINMENT INC.	82.44
0914540	INNOVATIVE OFFICE SOLUTIONS LL	272.30
0914800	INVEST EARLY PROJECT	400.00
1612225	PLAYAWAY PRODUCTS LLC	999.00
1901535	SANDSTROM'S INC	91.80
2009470	THE TIMBERJAY INC	59.00
2114356	UNIQUE MANAGEMENT SERVICES	139.80
2205680	VERNON LIBRARY SUPPLIES, INC	1,967.57
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$11,637.46

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.40
0113105	AMAZON CAPITAL SERVICES	211.58
0201675	ANDREAS BARNETT	40.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	42,657.18
1301146	MARCO TECHNOLOGIES, LLC	224.72
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	75.75
1309335	MINNESOTA REVENUE	36.32
1516220	OPERATING ENGINEERS LOCAL #49	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.31
1608100	PHAROS SYSTEMS INT'L INC	1,279.00
1612200	GAVIN WILLIAM PLATT	40.00
1621130	P.U.C.	2,629.28
1901795	AMY M SAVELA	125.00
2209665	VISA	801.56
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$58,333.76

TOTAL ALL DEPARTMENTS

\$69,971.22

RESOLUTION NO. 2023-6
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,

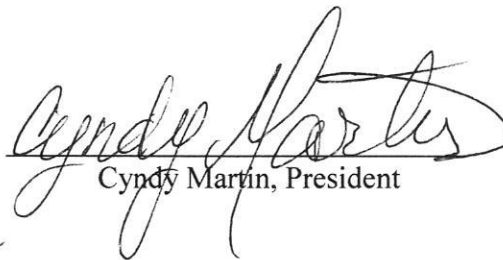
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Grand Rapids Area Library Foundation \$907.39 Online Story Time and Non-fiction collection enhancement

Grand Rapids North Star Women's Club \$59.63 In memory of Mary Jo Wimmer (Library Materials)

Grand Rapids Area Library Friends \$999.00 GRACF Tech Grant (Wonderbooks for the Children's Library)

Adopted this 10th day of May 2023



Cyndy Martin, President



Deb Kee, Secretary

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

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/14/2023

VENDOR #	NAME	AMOUNT DUE

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

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

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

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

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

TOTAL ALL DEPARTMENTS \$73,458.69

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 14, 2023

DATE: 06/07/23
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 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

Item 2.

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INVOICES DUE ON/BEFORE 06/14/2023

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

0113105	AMAZON CAPITAL SERVICES							
L	05/08/23	01	BOOKS	999-99-00-00-1000			06/14/23	48.45
				HOLDING ACCOUNT				
		02	DR WHO DVD	999-99-00-00-1000				28.67
				HOLDING ACCOUNT				
		03	BLUE STAMP PAD	999-99-00-00-1000				26.10
				HOLDING ACCOUNT				
		04	4 BOOKS	999-99-00-00-1000				60.96
				HOLDING ACCOUNT				
		05	4 BOOKS	999-99-00-00-1000				57.20
				HOLDING ACCOUNT				
		06	THE LEVEE AUDIO CD	999-99-00-00-1000				19.99
				HOLDING ACCOUNT				
		07	SHIPPING	999-99-00-00-1000				15.97
				HOLDING ACCOUNT				
						INVOICE TOTAL:		257.34
						VENDOR TOTAL:		257.34
0118100	ARAMARK UNIFORM SERVICES							
2630142895-L	05/16/23	01	MATS NYLON RUBBER	211-00-75-30-3070	20231390		06/14/23	29.88
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20231390			14.34
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		44.22
2630147492-L	05/30/23	01	MATS NYLON RUBBER	211-00-75-30-3070	20231473		06/14/23	29.88
				LAUNDRY				
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20231473			14.34
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		44.22
						VENDOR TOTAL:		88.44
0118660	ARROWHEAD LIBRARY SYSTEM							
15056-L	04/30/23	01	MOVIE LICENSE 2023	211-00-75-30-3260	20231294		06/14/23	216.00
				COMMUNITY ED PROMOTION				

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INVOICES DUE ON/BEFORE 06/14/2023

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

0118660	ARROWHEAD LIBRARY SYSTEM							
15056-L	04/30/23	02	OVERDUE NOTICES APR	211-00-75-20-2010	20231294		06/14/23	26.60
				OFFICE SUPPLIES				
						INVOICE TOTAL:		242.60
15075-L	05/31/23	01	OVERDUE NOTICES MAY 23	211-00-75-20-2010	20231533		06/14/23	24.50
				OFFICE SUPPLIES				
		02	SUMMER READING CARDS-MATERIAL	211-00-75-20-2030	20231533			116.00
				PRINTING/BINDING				
		03	SUMMER READING CARDS-LABOR	211-00-75-20-2030	20231533			20.56
				PRINTING/BINDING				
						INVOICE TOTAL:		161.06
						VENDOR TOTAL:		403.66
0201428	BAKER & TAYLOR LLC							
2037496197-L	05/02/23	01	4 BOOKS/#209977 L411199	211-00-75-20-2110	20231296		06/14/23	68.93
				BOOKS				
						INVOICE TOTAL:		68.93
2037499892-L	05/02/23	01	9 BOOKS/#209977 L025981	211-00-75-20-2110	20231259		06/14/23	134.25
				BOOKS				
						INVOICE TOTAL:		134.25
2037502919-L	05/02/23	01	17 BOOKS/#209977 L025981	211-00-75-20-2110	20231260		06/14/23	186.46
				BOOKS				
						INVOICE TOTAL:		186.46
2037516182-L	05/31/23	01	19 BOOKS/#209977 L025981	211-00-75-20-2110	20231331		06/14/23	262.27
				BOOKS				
						INVOICE TOTAL:		262.27
2037523856-L	05/11/23	01	20 BOOKS	211-00-75-20-2110	20231366		06/14/23	304.53
				BOOKS				
						INVOICE TOTAL:		304.53

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INVOICES DUE ON/BEFORE 06/14/2023

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

0201428	BAKER & TAYLOR LLC							
2037524085-L	05/12/23	01	15 BOOKS/#209977 L411199	211-00-75-20-2110	20231391		06/14/23	266.15
				BOOKS				
						INVOICE TOTAL:		266.15
2037526062-L	05/11/23	01	58 BOOKS/#209977 L025981	211-00-75-20-2110	20231366		06/14/23	638.27
				BOOKS				
						INVOICE TOTAL:		638.27
2037538868-L	05/17/23	01	23 BOOKS/#209977 L025981	211-00-75-20-2110	20231417		06/14/23	309.41
				BOOKS				
						INVOICE TOTAL:		309.41
2037548405-L	05/25/23	01	6 BOOKS/#209977 L411199	211-00-75-20-2110	20231481		06/14/23	84.02
				BOOKS				
						INVOICE TOTAL:		84.02
2037550149-L	05/23/23	01	9 BOOKS/#209977 L025981	211-00-75-20-2110	20231542		06/14/23	199.63
				BOOKS				
						INVOICE TOTAL:		199.63
2037565909-L	05/31/23	01	9 BOOKS/#209977 L025981	211-00-75-20-2110	20231543		06/14/23	124.08
				BOOKS				
						INVOICE TOTAL:		124.08
2037571067-L	06/01/23	01	29 BOOKS/#209977 L025981	211-00-75-20-2110	20231543		06/14/23	306.68
				BOOKS				
						INVOICE TOTAL:		306.68
						VENDOR TOTAL:		2,884.68
0212124	BLACKSTONE PUBLISHING							
2097262-L	04/14/23	01	5 REPLACEMENT CDS/#101678	211-00-75-20-2120	20231360		06/14/23	31.81
				AUDIO/VISUAL				
						INVOICE TOTAL:		31.81

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 06/14/2023

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

0212124 BLACKSTONE PUBLISHING								
2101548-L	05/12/23	01	9 CDS/C#101678	211-00-75-20-2120	20231428		06/14/23	423.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		423.00
2102653-L	05/23/23	01	THE WAGER CD	211-00-75-20-2120	20231462		06/14/23	47.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		47.00
CM308697-L	05/12/23	01	BITTERSWEET CD CREDIT/#101678	211-00-75-20-2120	20231361		06/14/23	-47.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		-47.00
						VENDOR TOTAL:		454.81
0605191 FIDELITY SECURITY LIFE								
L	05/01/23	01	LIB VISION MAY	999-99-00-00-1000			06/14/23	6.90
				HOLDING ACCOUNT				
						INVOICE TOTAL:		6.90
						VENDOR TOTAL:		6.90
0701650 GARTNER REFRIGERATION CO								
95224-L	05/21/23	01	FREIGHT	211-00-75-30-4070	20231420		06/14/23	18.21
				GENERAL EQUIP MAINT/REPAIR				
		02	FLOATING VC ACTUATOR 24 VOLT	211-00-75-30-4070	20231420			210.62
				GENERAL EQUIP MAINT/REPAIR				
						INVOICE TOTAL:		228.83
95406-L	05/31/23	01	FIRE/SMOKE ACTUATOR	211-00-75-30-4070	20231485		06/14/23	327.53
				GENERAL EQUIP MAINT/REPAIR				
		02	FREIGHT/#C-0658	211-00-75-30-4070	20231485			37.67
				GENERAL EQUIP MAINT/REPAIR				
						INVOICE TOTAL:		365.20
						VENDOR TOTAL:		594.03

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 14, 2023

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 06/14/2023

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

0718010	CITY OF GRAND RAPIDS							
23/314-L	05/04/23	01	2022 AUDIT FEE	211-00-75-30-3010	20231258		06/14/23	1,203.10
				ACCOUNTING SERVICES				
						INVOICE TOTAL:		1,203.10
23/320-L	05/04/23	01	MAY JANITORIAL SERVICE	211-00-75-30-3090	20231268		06/14/23	1,700.00
				JANITORIAL SERVICES				
						INVOICE TOTAL:		1,700.00
						VENDOR TOTAL:		2,903.10
0718015	GRAND RAPIDS CITY PAYROLL							
L	04/21/23	01	LIB 04/21/23 PAYROLL	999-99-00-00-1000			06/14/23	23,538.28
				HOLDING ACCOUNT				
		02	LIB 5/5/23 PAYROLL	999-99-00-00-1000				21,291.29
				HOLDING ACCOUNT				
						INVOICE TOTAL:		44,829.57
						VENDOR TOTAL:		44,829.57
0914325	INGRAM ENTERTAINMENT INC.							
7902682-L	05/23/23	01	11 DVDS/C#3206981	211-00-75-20-2120	20231457		06/14/23	225.79
				AUDIO/VISUAL				
						INVOICE TOTAL:		225.79
						VENDOR TOTAL:		225.79
0914800	INVEST EARLY PROJECT							
3463-L	04/30/23	01	APR STORY TIME	211-00-75-30-3100	20231392		06/14/23	200.00
				OTHER CONTRACTED SERVICES				
						INVOICE TOTAL:		200.00
						VENDOR TOTAL:		200.00
1301146	MARCO TECHNOLOGIES, LLC							
L	05/08/23	01	LIB MAY COPIER LEASE	999-99-00-00-1000			06/14/23	120.43
				HOLDING ACCOUNT				
						INVOICE TOTAL:		120.43
						VENDOR TOTAL:		120.43

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DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 14, 2023

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INVOICES DUE ON/BEFORE 06/14/2023

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

1305725	METROPOLITAN LIFE INSURANCE CO							
L	05/01/23	01	LIB MAY SUPP/LIFE INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			06/14/23	76.14
							INVOICE TOTAL:	76.14
							VENDOR TOTAL:	76.14
1309199	MINNESOTA ENERGY RESOURCES							
L	05/22/23	01	LIB APR NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			06/14/23	482.42
							INVOICE TOTAL:	482.42
							VENDOR TOTAL:	482.42
1309335	MINNESOTA REVENUE							
L	05/20/23	01	LIB APR SALES TAX PAYABLE	999-99-00-00-1000 HOLDING ACCOUNT			06/14/23	54.87
							INVOICE TOTAL:	54.87
							VENDOR TOTAL:	54.87
1516220	OPERATING ENGINEERS LOCAL #49							
L	05/08/23	01	LIB JUN HEALTH INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			06/14/23	9,612.00
							INVOICE TOTAL:	9,612.00
							VENDOR TOTAL:	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS							
L	05/08/23	01	LIB SERV & LINE CHARG MAY	999-99-00-00-1000 HOLDING ACCOUNT			06/14/23	317.04
							INVOICE TOTAL:	317.04
							VENDOR TOTAL:	317.04
1621130	P.U.C.							

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 14, 2023

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CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 06/14/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1621130	P.U.C.							
L	05/15/23	01	LIB APR UTILITIES	999-99-00-00-1000 HOLDING ACCOUNT			06/14/23	2,389.94
						INVOICE TOTAL:		2,389.94
						VENDOR TOTAL:		2,389.94
1901535	SANDSTROM'S	INC						
457075-L	05/15/23	01	30X36 .65MIL CLR HVY 20-30GAL	211-00-75-20-2150	20231374		06/14/23	32.61
		02	43X48 16MIC CLEAR 56 GAL	211-00-75-20-2150	20231374			45.53
		03	TOWEL ROLL WHT	211-00-75-20-2150	20231374			51.70
		04	TOIL TISS/C#320023	211-00-75-20-2150	20231374			40.10
						INVOICE TOTAL:		169.94
459407-L	05/30/23	01	FOAM HAND SOAP ANTIBAC/#320023	211-00-75-20-2150	20231479		06/14/23	42.60
						INVOICE TOTAL:		42.60
						VENDOR TOTAL:		212.54
1920065	STAR TRIBUNE							
9277061/2023-L	06/05/23	01	9277061/2023 RENEWAL	211-00-75-20-2130	20231546		06/14/23	699.30
						INVOICE TOTAL:		699.30
						VENDOR TOTAL:		699.30
2018228	TREETOP PRODUCTS	INC						
INVTRE21850-L	05/25/23	01	WHEELCHAIR ACCESS PICNIC TABLE	211-00-75-20-2075	20231574		06/14/23	1,698.85
		02	SHIPPING	211-00-75-20-2075	20231574			244.97
						INVOICE TOTAL:		1,943.82
						VENDOR TOTAL:		1,943.82

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 14, 2023

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CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

Item 2.

8

INVOICES DUE ON/BEFORE 06/14/2023

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

2114356	UNIQUE MANAGEMENT SERVICES							
6112163-L	04/30/23	01	APR PLACEMENTS	211-00-75-30-3300	20231269		06/14/23	58.25
		02	CREDIT FOR ACCTS CLOSED/#1634	211-00-75-30-3300	20231269			-11.65
				PROFESSIONAL SERV-COLLECTI				
				PROFESSIONAL SERV-COLLECTI				
						INVOICE TOTAL:		46.60
6113281-L	05/31/23	01	MAY REPLACEMENTS	211-00-75-30-3300	20231573		06/14/23	81.55
		02	CREDIT FOR ACCTS CLOSED/#1634	211-00-75-30-3300	20231573			-23.30
				PROFESSIONAL SERV-COLLECTI				
						INVOICE TOTAL:		58.25
						VENDOR TOTAL:		104.85
2209665	VISA							
L	05/15/23	01	4/3 USPS PRIORTY MAIL ENV	999-99-00-00-1000			06/14/23	482.50
				HOLDING ACCOUNT				
		02	4/12 USPS PSTG RET AUDIO BOOK	999-99-00-00-1000				10.90
				HOLDING ACCOUNT				
						INVOICE TOTAL:		493.40
						VENDOR TOTAL:		493.40
2301700	WM CORPORATE SERVICES, INC							
L	05/15/23	01	LIB APR SERVICE	999-99-00-00-1000			06/14/23	141.62
				HOLDING ACCOUNT				
						INVOICE TOTAL:		141.62
						VENDOR TOTAL:		141.62
T001413	LAKE COUNTRY HEARTH & PATIO							
4075-L	05/25/23	01	ROLLBACK CHAIRS VIBRANT BLUE	211-00-75-20-2075	20231448		06/14/23	3,512.00
				ASSETS BETWEEN \$700-\$4999				
		02	SQUARE END TABLES NAVY	211-00-75-20-2075	20231448			450.00
				ASSETS BETWEEN \$700-\$4999				
						INVOICE TOTAL:		3,962.00
						VENDOR TOTAL:		3,962.00
						TOTAL ALL INVOICES:		73,458.69

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

	2022 Actual	2023 Actual	2023 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	455,969	456,479	456,479	
Compensated Absences	46,367	44,648	44,648	
Emergency/unanticipated Expenditures	64,625	64,796	64,796	
Major Equipment Replacement	89,566	135,725	135,725	
TOTAL FUND BALANCE 1/1/XX	656,527	701,648	701,648	
Revenues:				
Taxes	-	-	759,331	0%
Intergovernmental	4,800	-	128,000	0%
Charges for Services	19,444	29,086	28,081	104%
Fines & Forfeits	13	45	-	0%
GR Library Foundation	8,697	7,842	-	0%
Miscellaneous	10,486	19,116	5,800	330%
Other Sources-Operating Transfer	-	-	4,452	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	43,440	56,089	925,664	6%
Expenditures:				
Personnel	245,943	253,235	686,946	37%
Supplies/Materials	52,506	43,678	90,218	48%
Other Services/Charges	61,563	56,941	148,500	38%
TOTAL EXPENDITURES	360,013	353,854	925,664	38%
OPERATING SURPLUS (DEFICIT)	(316,573)	(297,765)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	-	-	0%
Fund Balance 5/31/XX				
Cash Flow	139,397	158,714	456,479	
Compensated Absences	46,367	44,648	44,648	
Emergency/unanticipated Expenditures	64,625	64,796	64,796	
Major Equipment Replacement	89,566	135,725	135,725	
TOTAL FUND BALANCE 5/31/XX	<u>\$ 339,955</u>	<u>\$ 403,883</u>	<u>\$ 701,648</u>	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$35,817 as of 4/31/23. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

FUND: PUBLIC LIBRARY
FOR 5 PERIODS ENDING MAY 31, 2023

ACCOUNT #	DESCRIPTION	BALANCE 01/01/23	NET DEBITS	NET CREDITS	BALANCE 05/31/23
ASSETS					
211-00-00-00-0100	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-0110	DUE TO OTHER FUNDS	0.00	214,905.31	214,905.31	0.00
211-00-00-00-1010	CASH	703,040.65	79,090.18	403,834.72	378,296.11
211-00-00-00-1019	PETTY CASH FUND	20.00	0.00	0.00	20.00
211-00-00-00-1020	CHANGE FUND	70.00	0.00	0.00	70.00
211-00-00-00-1041	UNREALIZED FAIR VALUE-INVSTMT	(23,610.93)	0.00	0.00	(23,610.93)
211-00-00-00-1050	TAXES RECEIVABLE-CURRENT	0.00	0.00	0.00	0.00
211-00-00-00-1070	TAXES RECEIVABLE-DELINQUENT	26,321.00	0.00	0.00	26,321.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	1,100.00	0.00	1,100.00	0.00
211-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-1313	DUE FROM ALS	0.00	0.00	0.00	0.00
211-00-00-00-1314	GR AREA LIB FND ENDOWMENT	0.00	0.00	0.00	0.00
211-00-00-00-1315	DUE FROM MN FOUNDATION	36,480.00	0.00	0.00	36,480.00
211-00-00-00-1320	DUE FROM OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1321	DUE FROM US GOV'T	0.00	0.00	0.00	0.00
211-00-00-00-1550	PREPAID ITEMS	3,651.54	0.00	3,651.54	0.00
211-00-00-00-1551	PREPAID INSURANCE	9,162.00	28,530.47	21,050.55	16,641.92
211-00-00-00-1620	BUILDINGS	0.00	0.00	0.00	0.00
211-00-00-00-1621	ACCUMULATED DEPRECIATION	0.00	0.00	0.00	0.00
211-00-00-00-1630	IMPROVEMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1800	ENCUMBRANCES	0.00	23,302.49	12,735.14	10,567.35
TOTAL		756,234.26	345,828.45	657,277.26	444,785.45
TOTAL ASSETS		756,234.26	345,828.45	657,277.26	444,785.45
LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	17,938.91	404,099.72	390,143.71	3,982.90
211-00-00-00-2030	SALES TAX PAYABLE	0.00	159.55	190.91	31.36
211-00-00-00-2040	USE TAX PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2060	CONTRACTS PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2070	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-2080	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
211-00-00-00-2170	ACCRUED WAGES PAYABLE	10,326.09	10,326.09	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	26,321.00	0.00	0.00	26,321.00
211-00-00-00-2220	DEFERRED REVENUES	0.00	0.00	0.00	0.00
TOTAL		54,586.00	414,585.36	390,334.62	30,335.26

FUND: PUBLIC LIBRARY
FOR 5 PERIODS ENDING MAY 31, 2023

ACCOUNT #	DESCRIPTION	BALANCE 01/01/23	NET DEBITS	NET CREDITS	BALANCE 05/31/23
<hr/>					
TOTAL LIABILITIES		54,586.00	414,585.36	390,334.62	30,335.26
<hr/>					
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	701,648.26	0.00	0.00	701,648.26
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	12,735.14	23,302.49	10,567.35
<hr/>					
TOTAL		701,648.26	12,735.14	23,302.49	712,215.61
	FUND SURPLUS (DEFICIT)	0.00	297,765.42	0.00	(297,765.42)
<hr/>					
TOTAL FUND EQUITY		701,648.26	310,500.56	23,302.49	414,450.19
<hr/>					
TOTAL LIABILITIES AND FUND EQUITY		756,234.26	725,085.92	413,637.11	444,785.45
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2023

PAGE: 1
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY 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	8,045.00	0.00	(2,764.00)	152
211-00-34-00-7970	PHOTO COPIES	151.42	2,000.00	877.45	0.00	1,122.55	44
211-00-34-00-7975	INTERNET	89.47	2,000.00	513.22	0.00	1,486.78	26
211-00-34-00-7980	LIBRARY FEES-PROCTORING	0.00	100.00	40.00	0.00	60.00	40
211-00-34-00-7982	PASSPORT PROCESSING FEE	2,660.00	18,200.00	19,355.00	0.00	(1,155.00)	106
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	50.75	500.00	254.81	0.00	245.19	51
TOTAL		2,951.64	28,081.00	29,085.48	0.00	(1,004.48)	104
TOTAL CHARGES FOR SERVICES		2,951.64	28,081.00	29,085.48	0.00	(1,004.48)	104

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2023

PAGE: 2
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY 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	0.50	0.00	45.00	0.00	(45.00)	100
TOTAL		0.50	0.00	45.00	0.00	(45.00)	100
TOTAL FINES & FORFEITS		0.50	0.00	45.00	0.00	(45.00)	100
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	3,962.00	1,500.00	16,190.00	0.00	(14,690.00)	1079
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	0.00	59.63	0.00	(59.63)	100
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,452.61	0.00	(152.61)	112
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	3,449.53	0.00	7,841.83	0.00	(7,841.83)	100
211-00-37-00-2368	DONATIONS-ADA PROJECT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2421	MIRC GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2450	MISCELLANEOUS	83.00	0.00	908.44	0.00	(908.44)	100
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	3,000.00	505.86	0.00	2,494.14	17
211-00-37-00-5105	NET +/- FAIR VALUE-INVSTMT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		7,494.53	5,800.00	26,958.37	0.00	(21,158.37)	465
TOTAL MISCELLANEOUS REVENUE		7,494.53	5,800.00	26,958.37	0.00	(21,158.37)	465
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

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2023

PAGE: 3
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL OTHER SOURCES		0.00	4,452.00	0.00	0.00	4,452.00	0
TOTAL REVENUES:		10,446.67	925,664.00	56,088.85	0.00	869,575.15	6
EXPENSES							
GENERAL ADMINISTRATION							
211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	30,766.17	401,430.00	147,339.32	0.00	254,090.68	37
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1030	SALARY-PARTTIME	6,266.64	86,060.00	30,552.20	0.00	55,507.80	36
211-00-75-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1050	CONTRACTED SERVICES	0.00	8,510.00	114.75	0.00	8,395.25	1
211-00-75-10-1210	PERA	2,777.49	36,429.00	13,184.46	0.00	23,244.54	36
211-00-75-10-1220	FICA	2,277.03	30,224.00	10,943.76	0.00	19,280.24	36
211-00-75-10-1250	MEDICARE	532.54	7,069.00	2,559.48	0.00	4,509.52	36
211-00-75-10-1310	HEALTH INSURANCE	9,612.00	114,444.00	47,160.00	0.00	67,284.00	41
211-00-75-10-1330	LIFE INSURANCE	22.96	232.00	114.80	0.00	117.20	49
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	2.60	0.00	(2.60)	100
211-00-75-10-1420	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1510	WORKERS COMPENSATION	252.71	2,548.00	1,263.55	0.00	1,284.45	50
TOTAL PERSONNEL		52,508.06	686,946.00	253,234.92	0.00	433,711.08	37
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	24.50	8,000.00	2,170.37	26.60	5,803.03	27
211-00-75-20-2020	COPY SUPPLIES	0.00	1,500.00	485.34	0.00	1,014.66	32
211-00-75-20-2030	PRINTING/BINDING	136.56	1,000.00	157.29	0.00	842.71	16
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	0.00	3,000.00	1,511.42	0.00	1,488.58	50
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	355.72	0.00	2,144.28	14
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	5,905.82	10,000.00	7,873.39	3,962.00	(1,835.39)	118

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2023

PAGE: 4
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	449.94	0.00	550.06	45
211-00-75-20-2095	PRGM SUP & MATERIALS	0.00	718.00	1,042.35	0.00	(324.35)	145
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	1,470.49	0.00	529.51	74
211-00-75-20-2110	BOOKS	3,338.11	39,000.00	22,369.86	2,210.24	14,419.90	63
211-00-75-20-2120	AUDIO/VISUAL	648.79	9,000.00	3,425.69	501.81	5,072.50	44
211-00-75-20-2130	NEWSPAPERS	59.00	2,000.00	1,041.17	0.00	958.83	52
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	44.70	0.00	7,455.30	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	255.56	3,000.00	1,280.55	184.28	1,535.17	49
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		10,368.34	90,218.00	43,678.28	6,884.93	39,654.79	56
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	6,127.50	0.00	(5,627.50)	1226
211-00-75-30-3010	ACCOUNTING SERVICES	1,203.10	1,500.00	1,203.10	1,203.10	(906.20)	160
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	89.64	1,000.00	328.68	29.88	641.44	36
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	8,500.00	1,700.00	10,200.00	50
211-00-75-30-3100	OTHER CONTRACTED SERVICES	0.00	12,000.00	2,180.00	495.00	9,325.00	22
211-00-75-30-3210	TELEPHONE	317.04	6,000.00	1,823.87	54.34	4,121.79	31
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	1,474.55	0.00	2,025.45	42
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	216.00	(432.00)	100
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	58.25	2,000.00	594.15	58.25	1,347.60	33
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	254.28	0.00	(254.28)	100
211-00-75-30-3510	PUBLISHING & ADVERTISING	0.00	600.00	0.00	0.00	600.00	0
211-00-75-30-3610	GENERAL INSURANCE	2,125.00	9,000.00	10,625.00	0.00	(1,625.00)	118
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	10,001.37	0.00	24,998.63	29
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	566.48	0.00	1,433.52	28
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	1,250.92	0.00	6,749.08	16
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	2,438.96	0.00	7,061.04	26
211-00-75-30-4010	BUILDING MAINT/REPAIRS	940.00	15,000.00	1,905.38	0.00	13,094.62	13

DATE: 06/07/2023
 TIME: 16:01:22
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2023

PAGE: 5
 F-YR: 23

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	1,712.00	0.00	7,288.00	19
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,000.00	1,078.58	0.00	1,921.42	36
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	594.03	8,000.00	4,058.10	228.83	3,713.07	54
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,500.00	602.15	0.00	897.85	40
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		7,147.49	148,500.00	56,941.07	3,985.40	87,573.53	41
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		70,023.89	925,664.00	353,854.27	10,870.33	560,939.40	39
BLANDIN GRANT							
211-00-95-00-5720	BLND GRANT-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5730	BLND GRANT-BOOKS & MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5740	BLND GRANT-YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5745	BLNDIN GRNT-#G2006-0140 YOUTH	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5750	BLND GRANT-ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5755	BLNDIN GRNT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRNT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0

DATE: 06/07/2023
 TIME: 16:01:22
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2023

PAGE: 6
 F-YR: 23

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		70,023.89	925,664.00	353,854.27	10,870.33	560,939.40	39
TOTAL FUND REVENUES		10,446.67	925,664.00	56,088.85	0.00	869,575.15	6
TOTAL FUND EXPENSES		70,023.89	925,664.00	353,854.27	10,870.33	560,939.40	39
FUND SURPLUS (DEFICIT)		(59,577.22)	0.00	(297,765.42)			
TOTAL ALL FUND REVENUES		10,446.67	925,664.00	56,088.85	0.00	869,575.15	6
TOTAL ALL FUND EXPENSES		70,023.89	925,664.00	353,854.27	10,870.33	560,939.40	39
ALL FUND SURPLUS (DEFICIT)		(59,577.22)	0.00	(297,765.42)			

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

Item 2.

Account Number	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	8,045	152%
211-00-34-00-7970	PHOTO COPIES	2,000	877	44%
211-00-34-00-7975	INTERNET	2,000	513	26%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	40	40%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	19,355	106%
211-00-34-00-7990	FAX MACHINE USE	500	255	51%
211-00-35-00-1030	LIBRARY FINES	-	45	0%
211-00-37-00-2310	DONATIONS	1,500	16,190	1079%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	-	60	0%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,453	112%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	7,842	0%
211-00-37-00-2450	MISCELLANEOUS	-	908	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	506	17%
211-00-39-00-5030	OPERATING TRANSFERS IN	4,452	-	0%
		925,664	56,089	6%
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	147,339	37%
211-00-75-10-1030	SALARY-PARTTIME	86,060	30,552	36%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	115	1%
211-00-75-10-1210	PERA	36,429	13,184	36%
211-00-75-10-1220	FICA	30,224	10,944	36%
211-00-75-10-1250	MEDICARE	7,069	2,559	36%
211-00-75-10-1310	HEALTH INSURANCE	114,444	47,160	41%
211-00-75-10-1330	LIFE INSURANCE	232	115	49%
211-00-75-10-1347	VISION INSURANCE	-	3	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,548	1,264	50%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	2,170	27%
211-00-75-20-2020	COPY SUPPLIES	1,500	485	32%
211-00-75-20-2030	PRINTING/BINDING	1,000	157	16%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	1,511	50%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	356	14%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	10,000	7,873	79%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	450	45%
211-00-75-20-2095	PRGM SUP & MATERIALS	718	1,042	145%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	1,470	74%
211-00-75-20-2110	BOOKS	39,000	22,370	57%
211-00-75-20-2120	AUDIO/VISUAL	9,000	3,426	38%
211-00-75-20-2130	NEWSPAPERS	2,000	1,041	52%
211-00-75-20-2140	PERIODICALS	7,500	45	1%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	1,281	43%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	6,128	1226%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	1,203	80%
211-00-75-30-3070	LAUNDRY	1,000	329	33%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	8,500	42%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	2,180	18%
211-00-75-30-3210	TELEPHONE	6,000	1,824	30%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	1,475	42%
211-00-75-30-3260	COMMUNITY ED PROMOTION	-	216	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	594	30%
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	-	254	0%

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

Item 2.

Account Number	Account Description	2023 Budget	Year to Date	Percent of Budget
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	-	0%
211-00-75-30-3610	GENERAL INSURANCE	9,000	10,625	118%
211-00-75-30-3810	ELECTRICITY	35,000	10,001	29%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	566	28%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	1,251	16%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	2,439	26%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	1,905	13%
211-00-75-30-4015	GROUPS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	1,712	19%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,079	36%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	4,058	51%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	602	40%
	TOTAL EXPENDITURES	925,664	353,854	38%
	SURPLUS REVENUES/(EXPENDITURES)	-	(297,765)	

RESOLUTION NO. 2023-7
A RESOLUTION ACCEPTING DONATIONS

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

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

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

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

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

Adopted this 14th day of June 2023

Cyndy Martin, President

Deb Kee, Secretary



June 14, 2023

Isabelle Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

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

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

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

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Signature

Date

Approved for the Board of Directors:



June 14, 2023

Madelyn Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

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

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

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

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Signature

Date

Approved for the Board of Directors:



June 14, 2023

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

Dear Ms. Lindner:

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

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

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

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Signature

Date

Approved for the Board of Directors:



Arrowhead Library System

5528 Emerald Ave. • Mountain Iron, MN 55768-2069 • 218-741-3840 • www.alslib.info

May 3, 2023

Kimberly Gibeau
City Clerk
City of Grand Rapids
420 N Pokegama Ave
Grand Rapids MN 55744

Dear Ms. Gibeau:

In accordance with **Minnesota Statutes** 134.34, Subdivision 7, I am forwarding your city a copy of the summary of the 2023 Annual Budget for the Arrowhead Library System (ALS). Your local public library is a member of ALS.

If you would like a detailed budget by department and program, please let me know. If you have any questions, please don't hesitate to contact me.

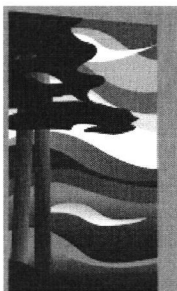
Sincerely,

Jim Weikum
Executive Director

Enclosure

Arrowhead Library System**Budget**

	Budget 2023
REVENUE	
State Grant	\$ 1,433,140
Carlton County	\$ 151,590
Cook County	\$ 28,780
Itasca County	\$ 240,698
Koochiching County	\$ 53,645
Lake County	\$ 40,000
Lake of the Woods County	\$ 33,118
St. Louis County	\$ 720,489
Grand Rapids Townships	\$ 146,100
Other Grants & Reimbursements (e-rate, MNLink)	\$ 141,104
Interest	\$ 8,750
Program Revenue	\$ 68,102
Regional Library Telecommunications Aid (RLTA)	\$ 57,158
Transfer In	\$ 7,200
Donations	\$ 12,000
Miscellaneous	\$ 8,100
TOTAL Revenue	\$ 3,149,974
EXPENSES	
Library Books	\$ 89,886
Other Library Materials	\$ 166,500
Lost Materials Reimbursements	\$ 150
Materials Use Reimbursements	\$ 400
Postage	\$ 114,300
Library Supplies	\$ 78,150
Travel, Conventions, Training, and Meetings	\$ 15,900
Utilities/Telecommunications	\$ 227,150
Equipment Maint/Rent/Repair	\$ 156,700
Postage Mtr Maint/Rent/Repair	\$ 2,000
Vehicle Repairs	\$ 6,500
Vehicle Service/Fuel	\$ 28,100
Building Repair and Contract Services	\$ 23,000
Insurance	\$ 28,421
Dues & Contract Services	\$ 496,050
Capital Expenditures	\$ 5,800
Salaries	\$ 1,203,309
Fringe Benefits	\$ 603,704
Staff Reimb/Honorarium	\$ 17,850
OCLC_BOOKWHERE	\$ 32,000
TOTAL Expenses	\$ 3,295,871
Excess (Deficiency) Revenues Over Expenses	\$ (145,897)
Net Revenue (Deficiency)	\$ (145,897)



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

REQUEST FOR COUNCIL ACTION

AGENDA DATE: May 19, 2023

AGENDA ITEM: Consider authorizing the Mayor to sign a contract from Building Restoration Corporation for the Library Façade Repair Project.

PREPARED BY: Jon Peterson

BACKGROUND:

On April 24, 2023, City Council approved accepting the base and alternate bid of \$367,974.00 and enter into an agreement with Building Restoration Corporation for the exterior façade repair at the library.

REQUESTED COUNCIL ACTION:

Make a motion to authorize the Mayor to sign the contract from Building Restoration Corporation for the Library Façade Repair Project.

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

This Agreement is by and between **City of Grand Rapids** ("Owner") and **Building Restoration Corporation**. ("Contractor").

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: Exterior masonry repairs, window and skylight repairs, sealant replacement, and miscellaneous maintenance improvements.

ARTICLE 2—THE PROJECT

- 2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: **Grand Rapids Library Facade Repair Project**.

ARTICLE 3—ENGINEER

- 3.01 The Owner has retained Encompass, Inc. ("Engineer") to act as Owner's representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.
- 3.02 The part of the Project that pertains to the Work has been designed by the Engineer.

ARTICLE 4—CONTRACT TIMES

- 4.01 *Time is of the Essence*
- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.
- 4.02 *Contract Times: Dates*
- A. The Work will be substantially complete on or before November 15, 2023, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before November 30, 2023.
- 4.05 *Liquidated Damages*
- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. *Substantial Completion:* Contractor shall pay Owner \$[250] for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete. Days occurring between November 30, 2023 and March 15, 2024 shall not accrue liquidated damages due to unfavorable conditions expected during that time of the year.
- B. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner's sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or consequential, for such delay, except for special damages (if any) specified in this Agreement.

4.06 *Special Damages*

- A. *NOT INCLUDED.*

ARTICLE 5—CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:
 - A. For all Work, a lump sum of \$364,974.00 (three hundred sixty four thousand nine hundred seventy four dollars and zero cents).

ARTICLE 6—PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the **5th** day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, in accordance with the Contract.
 - a. **95%** percent of the value of the Work completed (with the balance being retainage).
 - b. **95%** percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 95 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 200 percent of

Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.

6.04 *Consent of Surety*

- A. Owner will not make final payment, or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

6.05 *Interest*

- A. All amounts not paid when due will bear interest at the rate of 3.0 percent per annum.

ARTICLE 7—CONTRACT DOCUMENTS

7.01 *Contents*

- A. The Contract Documents consist of all of the following:
1. This Agreement.
 2. General Conditions as listed in the Project Manual.
 3. Specifications (not attached but incorporated by reference) titled "PROJECT MANUAL FOR GRAND RAPIDS LIBRARY FAÇADE REPAIR PROJECT", dated February 8, 2023, prepared by Encompass, Inc.
 4. Drawings (not attached but incorporated by reference) consisting of 6 sheets with each sheet bearing the following general title "2023 FACADE REPAIR PROJECT", dated February 8, 2023, prepared by Encompass, Inc.
 6. Addenda (not attached but incorporated by reference): Addendum No. 1 dated March 6, 2023, prepared by Encompass, Inc.
 8. Exhibits to this Agreement (enumerated as follows):
 - a. Building Restoration Corporation Bid Form dated March 10, 2023.
 9. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
 - e. Warranty Bond, if any.
- B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 7.

- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 Contractor's Representations

- A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
 2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
 7. Based on the contract documents and observations, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
 8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
 9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
 10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
 11. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on [] (which is the Effective Date of the Contract).

Owner:

(typed or printed name of organization)

By: (individual's signature)

Date: (date signed)

Name: (typed or printed)

Title: (typed or printed)

Attest: (individual's signature)

Title: (typed or printed)

Address for giving notices:

Designated Representative:

Name: (typed or printed)

Title: (typed or printed)

Address:

Phone:

Email:

(If [Type of Entity] is a corporation, attach evidence of authority to sign. If [Type of Entity] is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

Contractor:

Building Restoration Corporation
(typed or printed name of organization)

By: Dale Zoerb
(individual's signature)

Date: 5-17-23
(date signed)

Name: Dale Zoerb
(typed or printed)

Title: president
(typed or printed)

(If [Type of Entity] is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: [Signature]
(individual's signature)

Title: Senior Project Manager
(typed or printed)

Address for giving notices:

1920 Oakcrest Ave, Suite 1
Roseville, MN 55113

Designated Representative:

Name: (typed or printed)

Title: (typed or printed)

Address:

Phone:

Email:

License No.: (where applicable)

State:

EXHIBIT A

SECTION 00 41 00
BID FORM

THE PROJECT AND THE PARTIES

1.01 TO:

- A. City of Grand Rapids (Owner)
140 NE 2nd Street
Grand Rapids, Minnesota 55744

1.02 FOR:

- A. Project: Grand Rapids Library Facade Repair Project
B. Engineer's Project Number: 22-8040-001
140 NE 2nd Street
Grand Rapids, Minnesota 55744

1.03 DATE: 3/10/2023 (BIDDER TO ENTER DATE)

1.04 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)

- A. Bidder's Full Name Building Restoration Corporation
1. Address 1920 Oakcrest Ave, Suite 1
2. City, State, Zip Roseville, MN 55113

1.05 OFFER

- A. Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Bid Documents prepared by the Engineer for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Price below:

- B. We provide the following prices for the Work Items as itemized below:

C.

1. REPLACE BUILDING SEALANT:
Fifty Two Thousand dollars
(\$ 52,000), in lawful money of the United States of America.
2. REPAIR FLASHING AT BAY WINDOWS:
Seven Thousand and Fifty dollars
(\$ 7,050), in lawful money of the United States of America.
3. REPAIR CAPSTONES:
Fifty Four Thousand Six Hundred and Fifty dollars
(\$ 54,650), in lawful money of the United States of America.
4. RESET OPERABLE WINDOW UNITS:
Five Thousand Two Hundred and Seventy dollars
(\$ 5,270), in lawful money of the United States of America.
5. CLEAN MASONRY AND APPLY REPELLENT:
Twenty One Thousand Two Hundred and Fifty dollars
(\$ 21,250), in lawful money of the United States of America.
6. REPLACE SEALANTS AND GASKETS AT SKYLIGHTS:
Thirty Eight Thousand Four Hundred dollars
(\$ 38,400), in lawful money of the United States of America.
7. SPOT BRICK REPLACEMENT:
Two Thousand Eight Hundred and Fifty dollars
(\$ 2,850), in lawful money of the United States of America.

8. SPOT TUCKPOINTING:
Thirty Seven Thousand Eight Hundred dollars
 (\$ 37,800), in lawful money of the United States of America.
9. PAINT LINTELS:
Eight Thousand Seven Hundred and Fifty dollars
 (\$ 8,750), in lawful money of the United States of America.
10. PAINT SERVICE GATES:
Three Thousand Five Hundred and Eighty Eight dollars
 (\$ 3,588), in lawful money of the United States of America.
11. MISCELLANEOUS LABOR:
Four Thousand Six Hundred dollars
 (\$ 4,600), in lawful money of the United States of America.
12. RIGGING:
Thirty Three Thousand Seven Hundred and Twenty dollars
 (\$ 33,720), in lawful money of the United States of America.
13. MOBILIZATION/DEMOBILIZATION:
Twenty Two Thousand Five Hundred and Ninety Six dollars
 (\$ 22,596), in lawful money of the United States of America.
14. The price for all base bid work shall be:
BASE BID TOTAL:
Two Hundred Ninety Two Thousand Five Hundred and Twenty Four dollars
 (\$ 292,524), in lawful money of the United States of America.

D. ALTERNATE BID ITEMS. The following is the add/deduct pricing for the following alternate bid items, to be accepted or rejected by the owner:

1. ALTERNATE #1: INSTALL THROUGH WALL FLASHING ABOVE SKYLIGHTS:
Seventy Two Thousand Four Hundred and Fifty dollars **ACCEPTED**
 (\$ 72,450 - ADD), in lawful money of the United States of America.

TOTAL: \$364,974.00

- E. We have provided the cost of the required performance assurance bonds below as required by the Instructions to Bidders. The cost shall not be included in the base bid total.
1. The cost of the required performance assurance bonds is Three Thousand dollars
 (\$ 3,000), in lawful money of the United States of America.
- F. All applicable federal taxes are included and State of Minnesota taxes are included in the Bid Sum.

1.06 ACCEPTANCE

- A. This offer shall be open to acceptance and is irrevocable for thirty days from the bid closing date.
- B. If this bid is accepted by Owner within the time period stated above, we will:
1. Execute the Agreement within seven days of receipt of Notice of Award.
 2. Furnish the required bonds within seven days of receipt of Notice of Award.
 3. Commence work within seven days after written Notice to Proceed of this bid.

1.07 CONTRACT TIME

- A. If this Bid is accepted, we will:
- B. Complete the Work by SEPTMEBER 31, 2023.

1.08 UNIT PRICES

- A. The following are Unit Prices for specific scope items of the Work as listed. The following is the list of Unit Prices:
- B. ITEM DESCRIPTION - UNIT - UNIT PRICE
- C. Remove and replace joint sealant - Linear Feet - \$ 14.00
- D. Spot Brick Replacement - Each - \$ 42.00
- E. Tuckpointing - Square Feet - \$ 21.00

1.09 BID FORM SUPPLEMENTS None

- A. The following information is included with Bid submission:
 - 1. Subcontractors:

1.10 BID FORM SIGNATURE(S)

- A. The Corporate Seal of
- B. Building Restoration Corporation
- C. (Bidder - print the full name of your firm)
- D. was hereunto affixed in the presence of:
- E. Dale Zoerb
- F. (Authorized signing officer, Title)
- G. (Seal)
- H. Dale Zoerb - It's President
- I. (Authorized signing officer, Title)

END OF SECTION

GRAL Director's Report

JUNE 2023

ADVOCACY

-Minnesota Library Association Legislative Activities Calendar

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

7/5/23, 8/2/23, 9/6/23, 11/8/23, 12/6/23

-MLA Legislative Update

Report from Sam Walseth CHA, 5.23.23

In recent years we have become accustomed to a massive flurry of last-minute legislative activity on the final weekend of a session, including a scramble on the last day to get budget work done. In most years we've seen the legislature stumble into June special sessions to finish budget bills ahead of the June 30 fiscal year deadline.

This year was different and a 'global agreement' on budget targets on March 21st certainly helped bring the budget debate to a close. About two weeks ago we saw the first slate of budget bills start to wrap up. Just over a week ago, the Education deal was announced. Last week the remaining budget bills made their way to closure.

On the last day of session, the Health & Human Services bill was the last major budget bill to pass. However, the last day also featured another bill that would pump \$300 million into nursing homes as part of a deal with the GOP to secure the votes to pass two infrastructure bills.

The first infrastructure bill (HF 669) appropriated \$1.5 billion in general obligation bonds, including \$4 million for library construction and renovation grants. The second infrastructure bill includes \$1 billion in cash for many other projects. And with that, your legislature has adjourned until they reconvene on February 12, 2024.

-The Legislature passed the following library requests:

Legacy Funding for Regional Public Library Systems (\$2.75 M/year)

Regional Public Library Systems Funding (RLBSS - \$4 M increase in funding with future increases tied to the Basic Education Allowance)

MultCounty Multitype (MCMT) \$700K for operating and \$1M one-time grant for media specialists.

Minitex – funding for online nursing and health databases

School Library Media Centers and Specialists – a definition of a school library or school library media center, \$23 M/year for school libraries

LIBRARY MANAGEMENT

-Library Façade Repair Project

The City Council approved a contract with the Building Restoration Corporation for the Library Façade Repair Project.

-City Budget Process

The first budget meeting of the year is 6/12.

-Juneteenth Holiday

A reminder the Library is closed 6/19 in observance of Juneteenth.

FACILITIES MAINTAINANCE / SPACE

-RiverFest Prep

Crews are upgrading the outside electrical outlets near the parking lot. They should be ready for Summer Celebration and RiverFest.

-ADA Picnic Table

Public Works will be installing an ADA accessible picnic table near McCarty Park. This project is supported by the Library Foundation.

-Summary for Library Façade Repair Project

The Library Façade Repair Project is best described as:

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

Construction is anticipated to begin in July.

END OF REPORT

May in Children's

It was the best of times; it was the best of times. No worst for May! 😊 May was a whirlwind of planning, getting an idea about what Summer Reading will look like. And here's the answer, so far:

- We will have several "big" programs, including Storytime with Chione (a story with a musical quintet!) Climb Theater, Bubble Wonders, Traveling Lantern Theater, and, of course, Summer Celebration!
- Starting June 14, we will host "Midday Movies" on Wednesdays through July. Features include The Bad Guys and Minions!
- Book Time will move to Thursday mornings at 10:30, hosted by yours truly. (Tracy)
- Each Friday beginning June 9 and going through July, we will have Lego Club.
- Page Turners Kids Book Club will meet three times during the summer. As for every book club hosted by Children's, the books are supplied to readers, and they get to keep them and add them to their library. (No barriers here!)
- Tracy will also host three meetings of the Teen Book Club.
- Our online presence will continue with Online Storytime and Artastic at Home
- Each week patrons are invited to pick up a scavenger hunt sheet, complete the hunt, and return their sheet to earn a brag tag! (Similar to a plastic dog tag, but personalized by shape and message for our scavenger hunts.) We will have ten of these during the summer.
- And, of course, Summer Reading cards are available to pick up and complete. (For readers of all ages...got yours yet?) Completed cards can be turned in for a free book of the Reader's choice beginning August 16.
- Whew.

In addition, May was a whirlwind of final class visits to the library, one great preschool visit, and Tracy was honored to be invited to spend time with ALL four Kindergarten classes at West Elementary. She lived to tell the tale.

I also recorded my last radio gig with KAXE for the summer, hopefully, we will return to that in the fall. Online Storytime filming was suspended mid-May while Teacher Missy heals from surgery, but we are still providing new content each week, as we always keep several Storytimes "in the vault." We hope to return to filming in the next week or so, either with Teacher Missy, or a substitute.

Happy Reading!

Monthly Report - Overview for May 2023

Locations on this report: Grand Rapids Area Library

Checkout

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
1st Time	8795	9973	-12	8134	8	47310	44927	5
Phone Renewal	304	316	-4	286	6	1538	1464	5
Renewal	201	124	62	112	79	782	1017	-24
Opac Renewal	682	668	2	760	-11	3310	3261	1
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	9982	11081	-10	9292	7	52940	50669	4

Checkout Stock Rotation

Description	May 2023	Apr 2023	%chg	May 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	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Normal	8955	9236	-4	8390	6	42810	41438	3
Late	2240	1857	20	1992	12	9538	9009	5
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	11195	11093	0	10382	7	52348	50447	3

Requests Placed

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Placed	1850	1931	-5	1661	11	9957	9447	5
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1850	1931	-5	1661	11	9957	9447	5

Requests Resolved

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
Cancelled	125	84	48	64	95	541	432	25
Filled	2898	2731	6	2353	23	14800	14064	5
Expired	2	1	100	3	-34	12	19	-37
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	3025	2816	7	2420	25	15353	14515	5

Holds Resolved

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
Picked Up	1699	1829	-8	1382	22	8923	8399	6
Cancelled	2	7	-72	1	100	33	16	106
Expired	96	99	-4	141	-32	543	655	-18
Total	1797	1935	-8	1524	17	9499	9070	4

Overdues

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
1st Notice	643	616	4	565	13	2550	2201	15
2nd Notice	3	2	50	2	50	13	15	-14
3rd Notice	3	0	100	0	100	6	1	500
4th Notice	0	1	-100	0	0	3	1	200
5th Notice	0	0	0	0	0	1	0	100
Final Notice	0	0	0	0	0	2	0	100
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	200	173	15	133	50	769	542	41
Total	849	792	7	700	21	3344	2760	21

Borrower Delta

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
New (Manual)	66	86	-24	70	-6	485	348	39

Deleted (Manual)	4	5	-20	12	-67	35	43	-19
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	70	91	-24	82	-15	520	391	32

Bib Delta

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	181	227	-21	196	-8	943	881	7
Deleted (Manual)	844	200	322	764	10	1583	1774	-11
New (Batch)	128	66	93	101	26	435	266	63
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	1153	493	133	1061	8	2961	2921	1

Auth Delta

Description	May 2023	Apr 2023	%chg	May 2022	%chg	2023 YTD	2022 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	2	0	100	1	100	4	4	0
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	2	0	100	1	100	4	4	0

Item Delta

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

New (Manual)	652	657	-1	631	3	2821	2622	7
Deleted (Manual)	1412	130	986	1065	32	2719	4194	-36
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	2064	787	162	1696	21	5540	6816	-19

Acquisitions Activities

Description	May 2023	Apr 2023	%chg	May 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	248	370	-33	236	5	1461	1454	0
Items Rcvd by Ven	253	381	-34	237	6	1499	1474	1
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	501	751	-34	473	5	2960	2928	1

Grand Rapids Area Library
Reference Statistics
May 2023

	May 2023	YTD 2023
Door Count	2435	11971
Reference Questions	232	1173
Computer Help Over 5 Minutes	38	153
Tests Proctored	1	6
Public Computer Use: Sessions	223	1041
Public Computer Use: Hours Used	173	869
Special Computer Sessions	161	660
Passports Accepted	66	542

May 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	¹ 42050 6	² 42343 7	³ 42559 ⊙	⁴ 42849 42849 4	⁵ 43,002 ⊙	⁶ (14)
⁷	⁸ 43292 ⊙	⁹ 43497 2	¹⁰ 43763 ⊙	¹¹ 43,993 4	¹² 44,142 ⊙	¹³ (12)
¹⁴	¹⁵ 44399 4	¹⁶ 44,616 4	¹⁷ 44951 3	¹⁸ 45,074 2	¹⁹ 45,234 2	²⁰ (15)
²¹	²² 45454 3	²³ 45666 2	²⁴ 45934 8	²⁵ 46221 5	²⁶ 46387 ⊙	²⁷ (19)
²⁸	²⁹ CLOSED	³⁰ 46,711 MJ FTO 6	³¹ 46921 MJ FTO 1			(7)

May 2023

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

Children's Stats May 2023

Online Storytime

Programs: **4**

Facebook views: **205**

YouTube views: **490**

Total views: **695**

Artastic

Programs: 0

Facebook views: 0

YouTube views: 0

Total views: 0

Kits handed out: 0

Book Time

Programs: **1**

People: **34**

Class visits

Groups/People: **4 /145**

Outreach to West Elementary: **115**

Total: **260**

Children's Programs

Programs: 0

People: 0

Name of Program:

Reference Questions: **444**

Reference Questions 2022: **219**

MAY 2023

high

SUN	MON	TUE	WED	THU	FRI	SAT
	1 25	2 14	3 12	4 64	5 11 no VAC	6 124
7	8 20	9 15 No Day	10 13	11 41	12 6	13 95
14	15 15	16 10	17 14	18 13	19 7	20 63
21	22 10	23 22	24 14	25 71	26 13	27 15
28	29 Memorial Day	30 7	31 18			28 13

GRAND RAPIDS AREA LIBRARY: 2023 Volunteer Report

Month	Regular Volunteers		RSVP Volunteers		Library Board		Friends of the Library		Library Foundation		Total	Total
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	30	147.50	6	93.50	9	9.00	11	49.50	2	5.50	36	241.00
February	29	115.25	7	80.75	7	7.00	8	39.00	6	14.00	36	196.00
March	28	147.00	7	116.00	9	9.00	11	59.00	1	5.00	35	263.00
April	29	130.00	6	100.00	5	5.00	10	57.25	5	13.00	35	230.00
May	25	123.25	6	115.25	8	8.00	11	71.00	1	5.00	31	238.50
June												
July												
August												
September												
October												
November												
December												
Total		663.00		505.50		38.00		275.75		42.50	*	1,168.50