



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, August 12, 2026

5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday, August 12, 2026 at 5:00 PM at Grand Rapids Area Library, Program Room, 140 NE 2nd Street, Grand Rapids, Minnesota

REORGANIZATION - BOARD PRESIDENT AND VICE PRESIDENT.

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 July 8, 2026.

COMMUNICATIONS:

- [2.](#) Annual Report acceptance letter.
- [3.](#) Thank you card.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

- [4.](#) Review financial reports and consider a motion to authorize payment of the Library Bill List.

CONSENT AGENDA (Roll Call Vote Required):

- [5.](#) Consider adopting a resolution accepting donations.

REGULAR AGENDA:

- [6.](#) Preliminary 2027 Budget.
- [7.](#) Petty cash policy.

UPDATES:

Friends

Foundation

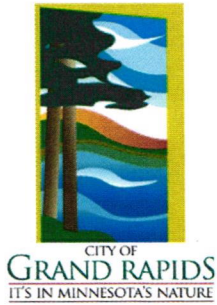
STAFF REPORTS:

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

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 9, 2026, AT 5:00 PM.

ATTEST: Amy Dettmer, Director of Library Services



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, July 08, 2026

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, July 8, 2026 at 5:00 PM at Grand Rapids Area Library, Program Room, 140 NE 2nd Street, Grand Rapids, Minnesota

Chair Martin called the meeting to order at 5:00PM. Member Squadroni arrived at 5:04PM.

CALL OF ROLL:

PRESENT

Member Cyndy Martin
Member Sheena Richards
Member Aaron Squadroni
Member Janelle Dobbs
Member Jennifer Barr
Member Amanda King
Member Tabbatha Litchke

ABSENT

Member Beau Casteel
Member Ellen Teigland

STAFF

Amy Dettmer, Director of Library Services

APPROVAL OF AGENDA:

Member Richards made a motion to approve the agenda. Member Dobbs seconded.

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

None.

APPROVAL OF MINUTES:

1. Consider a motion to approve library board meeting minutes from the June 10, 2026 meeting.

Member Dobbs made a motion to approve the June 10, 2026 minutes. Member King seconded.

COMMUNICATIONS:

None.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider a motion to authorize payment of the library bill list.

Member Dobbs made a motion to authorize payment of the library bill list. Member Richards seconded.

Voting Yea: Member Martin, Member Richards, Member Squadroni, Member Dobbs, Member Barr, Member King, Member Litchke.

CONSENT AGENDA (Roll Call Vote Required):

3. Consider adopting a resolution accepting donations.

Member Dobbs made a motion to accept donations. Member Richards seconded.

Voting Yea: Member Martin, Member Richards, Member Squadroni, Member Dobbs, Member Barr, Member King, Member Litchke

REGULAR AGENDA:

4. Mollie Stanford, Executive Director, Arrowhead Library System

Mollie discussed benefits of being an Arrowhead Library System member library, Maintenance of Effort, and the Membership Agreement.

5. Review petty cash policy.

Library Director Dettmer talked about petty cash. The Library does not use petty cash anymore so the idea is to get rid of the petty cash in the policies. In August Library Director Dettmer will bring an amended policy.

6. Supporting our Grand Rapids Area Library Fund update.

Library Director Dettmer reported there is \$192,000 in the fund.

UPDATES:

Friends:

Library Director Dettmer reported the Friends will have their Annual Summer Booksale at Community Presbyterian Church on July 10 and 11.

Foundation:

Member Barr reported the Foundation continues to approve payments for reimbursement to the Library. The next meeting is in September.

STAFF REPORTS:

7. Review library reports and statistics.

Library Director Dettmer reported 10,038 items were checked out in June.

Sherrie, the library cleaner is retiring at the end of July. The City is soliciting quotes for cleaning companies.

Tracy K. has been with the library for 18 years on June 12.

The City budgeting process for 2027 and 2028 has begun.

ADJOURNMENT:

Chair Martin adjourned the meeting at 6:03PM.

NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 12, 2026 AT 5:00PM, AT THE GRAND RAPIDS AREA LIBRARY, PROGRAM ROOM, 140 NE 2ND ST. GRAND RAPIDS, MN.

ATTEST: Amy Dettmer, Director of Library Services

**GRAND RAPIDS AREA PUBLIC LIBRARY BILL LIST - JULY 8, 20206
DETAILED REPORT**

PUBLIC LIBRARY

ARROWHEAD LIBRARY SYSTEM	15461-L	\$	92.85
BLACKSTONE PUBLISHING	2237847-L	\$	94.00
CENGAGE LEARNING INC	999102818340-L	\$	180.00
CITY OF GRAND RAPIDS	AR2606000440-L	\$	1,746.67
CITY OF GRAND RAPIDS	AR2607000441-L	\$	1,746.67
GARTNER REFRIGERATION CO	109758-L	\$	529.90
GARTNER REFRIGERATION CO	109697-L	\$	153.72
INGRAM LIBRARY SERVICES LLC	96364789-L	\$	59.96
INGRAM LIBRARY SERVICES LLC	97025385-L	\$	18.17
INGRAM LIBRARY SERVICES LLC	97025386-L	\$	61.18
INGRAM LIBRARY SERVICES LLC	97025387-L	\$	21.41
INGRAM LIBRARY SERVICES LLC	97025388-L	\$	20.63
INGRAM LIBRARY SERVICES LLC	97025389-L	\$	429.61
INGRAM LIBRARY SERVICES LLC	97158635-L	\$	19.74
INGRAM LIBRARY SERVICES LLC	97158636-L	\$	39.65
INGRAM LIBRARY SERVICES LLC	97158637-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97069818-L	\$	141.27
INGRAM LIBRARY SERVICES LLC	97308782-L	\$	26.36
INGRAM LIBRARY SERVICES LLC	97468447-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97491744-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97509169-L	\$	52.85
INGRAM LIBRARY SERVICES LLC	97509171-L	\$	11.43
INGRAM LIBRARY SERVICES LLC	97535054-L	\$	58.27
INGRAM LIBRARY SERVICES LLC	97509170-L	\$	677.36
INGRAM LIBRARY SERVICES LLC	97581581-L	\$	24.68
INNOVATIVE OFFICE SOLUTIONS LLC	IN5133660-L	\$	515.92
INNOVATIVE OFFICE SOLUTIONS LLC	IN5136068-L	\$	218.24
INNOVATIVE OFFICE SOLUTIONS LLC	IN5142093-L	\$	133.06
MIDWEST TAPE LLC	509021820-L	\$	119.20
MIDWEST TAPE LLC	509053648-L	\$	25.49
PLAYAWAY PRODUCTS LLC	537375-L	\$	300.86
RAPIDS PLUMBING & HEATING INC	25229-L	\$	187.00
SANDSTROM'S INC	589506-L	\$	149.04
SANDSTROM'S INC	S590189-L	\$	58.12
SANDSTROM'S INC	591375-L	\$	44.57
UNIQUE MANAGEMENT SERVICES INC	6159944-L	\$	93.20
VESTIS GROUP, INC	2630561112-L	\$	105.07
VESTIS GROUP, INC	2630565224-L	\$	105.07

TOTAL ALL INVOICES: \$ 8,338.62

**GRAND RAPIDS AREA LIBRARY BILL LIST - JULY 8, 2026
DEPARTMENT SUMMARY REPORT**

PUBLIC LIBRARY

ARROWHEAD LIBRARY SYSTEM	\$	92.85
BLACKSTONE PUBLISHING	\$	94.00
CENGAGE LEARNING INC	\$	180.00
CITY OF GRAND RAPIDS	\$	3,493.34
GARTNER REFRIGERATION CO	\$	683.62
INGRAM LIBRARY SERVICES LLC	\$	1,739.97
INNOVATIVE OFFICE SOLUTIONS LLC	\$	867.22
MIDWEST TAPE LLC	\$	144.69
PLAYAWAY PRODUCTS LLC	\$	300.86
RAPIDS PLUMBING & HEATING INC	\$	187.00
SANDSTROM'S INC	\$	251.73
UNIQUE MANAGEMENT SERVICES INC	\$	93.20
VESTIS GROUP, INC	\$	210.14

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 8,338.62

CHECKS ISSUED PRIOR APPROVAL

AT&T	27590970	\$	55.21
AMAZON	1CC7-CC79-1C79-L	\$	36.86
BAILY LAMOUNTAIN	060826-L	\$	50.00
BAILY LAMOUNTAIN	061526-L	\$	50.00
BAILY LAMOUNTAIN	062226-L	\$	50.00
BAILY LAMOUNTAIN	062926-L	\$	50.00
CAITLYN COONS	060826-L	\$	50.00
DIANA MAGNER	062426-L	\$	125.00
EMILY LINDNER	060826-L	\$	175.00
GRAND RAPIDS PAYROLL	6/12/2026	\$	22,066.20
GRAND RAPIDS PAYROLL	6/26/2026	\$	22,061.07
MARCO TECHNOLOGIES	583576061-L/JUN	\$	165.65
METROPOLITAN LIFE	TS053963310001/JUL26	\$	84.04
MINNESOTA ENERGY RESOURCES	0507783569-01/MAY26-L	\$	58.43
MINNESOTA REVENUE	MAY	\$	48.00
MUTUAL OF OMAHA	002125166901	\$	29.97
PAUL BUNYAN COMMUNICATIONS	4026700/JUN26-L	\$	248.64
PUBLIC UTILITIES COMMISSION	LIB/MAY26-L	\$	2,180.29
WASTE MANAGEMENT	0134762-2808-8 5/31/2026	\$	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$47,730.22

TOTAL ALL DEPARTMENTS: \$56,068.84

RESOLUTION NO. 2026-07
A RESOLUTION ACCEPTING DONATIONS

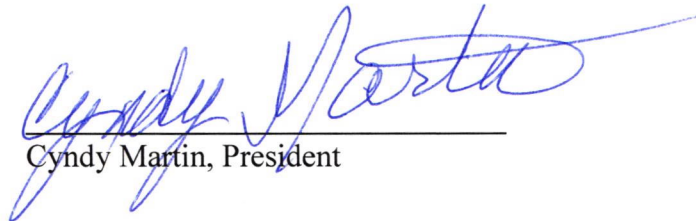
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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

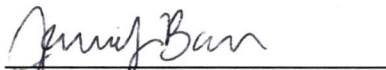
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Grand Rapids Area Library Foundation - \$4,500

Adopted this 8th day of July 2026



Cyndy Martin, President



Jennifer Barr, Secretary



July 30, 2026

Cyndy Martin
Grand Rapids Area Library
140 NE 2nd Street
Grand Rapids, MN 55744

Dear Cyndy:

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Department of Education no later than April 1 each year. State Library Services appreciates your timely submission and accepts Grand Rapids Area Library's report for 2025.

The information and performance measures in the Minnesota Public Library Report are used to assess and improve public library services by decision makers and other stakeholders at the federal, state and local levels.

Public libraries remain popular community assets throughout the state.

- In 2025, there were more than 2.8 million registered public library customers—almost half of all Minnesotans.
- Customers borrowed or downloaded books, movies, and more over 54 million times, the highest total circulation we've yet seen.
- Customers went online during 21 million library computer and wireless sessions.
- Libraries sponsored 60,187 programs that attracted more than 1.2 million people of all ages.
- About 70% of Minnesota public libraries have meeting rooms, which were used for almost 200,000 community meetings in 2025.

Report data for all Minnesota public libraries is accessible from the State Library Services Statistics page (<https://education.mn.gov/MDE/dse/Lib/sls/stat/>) on the Minnesota Department of Education website. 2025 annual reports will be added in late July.

Thank you for your library's contribution.

Sincerely,

A handwritten signature in black ink, appearing to read 'Verena Getahun'.

Verena Getahun

Library Data Coordinator | Libraries and Expanded Learning Opportunities

Minnesota Department of Education

400 Stinson Blvd.

Minneapolis, MN 55413

O: 651-582-8714

education.mn.gov

To the library staff,

Thank you for being part of our photo/video shoot to support the early work of the Downtown Alliance. The library is a valuable part of our community and we're grateful for all you do! Looking forward ~~to~~ to see how we can work together in the future!

Sincerely,

Chris Walker

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 12, 2026
DEPARTMENT SUMMARY REPORT

PUBLIC LIBRARY

5 STAR PEST CONTROL &	\$	550.00
ANDERSON GLASS	\$	3,011.72
BLACKSTONE PUBLISHING	\$	600.99
BURRGRAF'S ACE HARDWARE	\$	34.98
CENGAGE LEARNING INC	\$	207.75
GOVCONNECTION INC	\$	631.84
INGRAM LIBRARY SERVICES LLC	\$	2,510.65
INNOVATIVE OFFICE SOLUTIONS LLC	\$	457.35
MIDWEST TAPE LLC	\$	230.57
PLAYAWAY PRODUCTS LLC	\$	73.09
SANDSTROM'S INC	\$	409.52
SHI INTERNATIONAL CORP	\$	1,008.30
UNIQUE MANAGEMENT SERVICES INC	\$	128.15
VESTIS GROUP, INC	\$	210.14

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 10,065.05

CHECKS ISSUED-PRIOR APPROVAL

AMAZON	1467-KCMX-4JIL-L	\$	108.68
AMAZON	1KHN-34LK-D7N9-L	\$	51.34
AT&T	27790947/JUL26-L	\$	55.21
BAILY LAMOUNTAIN	070626-L	\$	50.00
BAILY LAMOUNTAIN	071326-L	\$	50.00
CAITLYN COONS	070626-L	\$	50.00
CAITLYN COONS	071326-L	\$	50.00
EMILY LINDNER	071326-L	\$	175.00
GRAND RAPIDS PAYROLL	7/10/2026	\$	22,066.20
GRAND RAPIDS PAYROLL	7/24/2026	\$	22,061.07
ISABELLA PRATTO	071924-L	\$	50.00
MARCO	585818974-L	\$	206.37
MN REVENUE	JUNE, 2026	\$	49.00
MUTUAL OF OMAHA	.002153015808/AUG26	\$	29.97
OPERATING ENGINEERS	AUG	\$	9,535.00
PAUL BUNYAN	4026700/JUL26-L	\$	249.12
PUC	LIB/JUN26-L	\$	3,425.40

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 58,262.36

TOTAL ALL DEPARTMENTS: \$ 68,327.41

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - August 12, 2026
DETAILED REPORT

PUBLIC LIBRARY

5 STAR PEST CONTROL &	14609-L	\$	550.00
ANDERSON GLASS	I059254-L	\$	3,011.72
BLACKSTONE PUBLISHING	2238725-L	\$	180.74
BLACKSTONE PUBLISHING	2234912-L	\$	141.00
BLACKSTONE PUBLISHING	2238450-L	\$	138.25
BLACKSTONE PUBLISHING	2239506-L	\$	47.00
BLACKSTONE PUBLISHING	2240772-L	\$	94.00
Burggraf's Ace Hardware	418479-L	\$	11.99
Burggraf's Ace Hardware	418461-L	\$	22.99
CENGAGE LEARNING INC	999102891321-L	\$	124.50
CENGAGE LEARNING INC	999102924588-L	\$	59.25
CENGAGE LEARNING INC	999102974945-L	\$	24.00
GOVCONNECTION INC	77841488-L	\$	215.99
GOVCONNECTION INC	77862076-L	\$	415.85
INGRAM LIBRARY SERVICES LLC	97623632-L	\$	152.48
INGRAM LIBRARY SERVICES LLC	97686936-L	\$	24.68
INGRAM LIBRARY SERVICES LLC	97768275-L	\$	26.36
INGRAM LIBRARY SERVICES LLC	97640265-L	\$	19.46
INGRAM LIBRARY SERVICES LLC	97712469-L	\$	84.00
INGRAM LIBRARY SERVICES LLC	97778214-L	\$	136.12
INGRAM LIBRARY SERVICES LLC	97712470-L	\$	16.89
INGRAM LIBRARY SERVICES LLC	97640266-L	\$	40.20
INGRAM LIBRARY SERVICES LLC	97640267-L	\$	19.33
INGRAM LIBRARY SERVICES LLC	97712471-L	\$	49.04
INGRAM LIBRARY SERVICES LLC	97712472-L	\$	280.64
INGRAM LIBRARY SERVICES LLC	97712473-L	\$	9.39
INGRAM LIBRARY SERVICES LLC	96146937-L	\$	19.03
INGRAM LIBRARY SERVICES LLC	98052564-L	\$	26.36
INGRAM LIBRARY SERVICES LLC	97928981-L	\$	20.54
INGRAM LIBRARY SERVICES LLC	97928982-L	\$	20.93
INGRAM LIBRARY SERVICES LLC	97792922-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	98014659-L	\$	26.92
INGRAM LIBRARY SERVICES LLC	97983391-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97822811-L	\$	11.24
INGRAM LIBRARY SERVICES LLC	97822812-L	\$	25.34
INGRAM LIBRARY SERVICES LLC	97822813-L	\$	27.58
INGRAM LIBRARY SERVICES LLC	97822814-L	\$	418.93
INGRAM LIBRARY SERVICES LLC	97822815-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97830049-L	\$	92.17
INGRAM LIBRARY SERVICES LLC	98065061-L	\$	30.87

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - August 12, 2026**DETAILED REPORT**

INGRAM LIBRARY SERVICES LLC	98065062-L	\$	18.96
INGRAM LIBRARY SERVICES LLC	98065063-L	\$	19.86
INGRAM LIBRARY SERVICES LLC	98065064-L	\$	18.23
INGRAM LIBRARY SERVICES LLC	98065065-L	\$	18.17
INGRAM LIBRARY SERVICES LLC	98065066-L	\$	24.32
INGRAM LIBRARY SERVICES LLC	97954572-L	\$	18.03
INGRAM LIBRARY SERVICES LLC	97954573-L	\$	19.95
INGRAM LIBRARY SERVICES LLC	97954574-L	\$	23.48
INGRAM LIBRARY SERVICES LLC	94595324-L CM	\$	(16.24)
INGRAM LIBRARY SERVICES LLC	95792190-L CM	\$	(3.29)
INGRAM LIBRARY SERVICES LLC	96415006-L CM	\$	(16.79)
INGRAM LIBRARY SERVICES LLC	97965706-L	\$	22.14
INGRAM LIBRARY SERVICES LLC	97965707-L	\$	20.46
INGRAM LIBRARY SERVICES LLC	98180410-L	\$	41.39
INGRAM LIBRARY SERVICES LLC	98180411-L	\$	10.64
INGRAM LIBRARY SERVICES LLC	98198470-L	\$	16.92
INGRAM LIBRARY SERVICES LLC	98198471-L	\$	16.36
INGRAM LIBRARY SERVICES LLC	98198472-L	\$	18.07
INGRAM LIBRARY SERVICES LLC	98198473-L	\$	18.04
INGRAM LIBRARY SERVICES LLC	98198474-L	\$	11.30
INGRAM LIBRARY SERVICES LLC	98198475-L	\$	494.23
INGRAM LIBRARY SERVICES LLC	98234059-L	\$	20.63
INGRAM LIBRARY SERVICES LLC	98234060-L	\$	20.55
INGRAM LIBRARY SERVICES LLC	98234061-L	\$	19.34
INNOVATIVE OFFICE SOLUTIONS LLC	IN5158042-L	\$	306.52
INNOVATIVE OFFICE SOLUTIONS LLC	IN5158118-L	\$	150.83
MIDWEST TAPE LLC	509149356-L	\$	26.99
MIDWEST TAPE LLC	509084763-L	\$	38.99
MIDWEST TAPE LLC	509211519-L	\$	108.21
MIDWEST TAPE LLC	509181975-L	\$	56.38
PLAYAWAY PRODUCTS LLC	543276-L	\$	73.09
SANDSTROM'S INC	593209-L	\$	192.88
SANDSTROM'S INC	593612-L	\$	133.97
SANDSTROM'S INC	S593921-L	\$	100.52
SANDSTROM'S INC	CM381128-L	\$	(79.17)
SANDSTROM'S INC	596051-L	\$	61.32
SHI INTERNATIONAL CORP	B21512687-L	\$	1,008.30
UNIQUE MANAGEMENT SERVICES INC	6161058-L	\$	128.15
VESTIS GROUP, INC	2630570274-L	\$	105.07
VESTIS GROUP, INC	2630574822-L	\$	105.07

TOTAL ALL INVOICES: \$ 10,065.05

RESOLUTION NO. 2026-08
A RESOLUTION ACCEPTING DONATIONS

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

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

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

Grand Rapids Area Library Friends – \$499.05 (graphic novels)

Grand Rapids Area Library Foundation – \$2,415.44

Neal Nicolaus - \$52.00 (The Sun magazine)

Sue Pulkrabek - \$20.00 (unrestricted - in memory of Larry Mercier)

Anonymous - \$50.00 (unrestricted)

Tom and Mary Jones - \$50.00 (unrestricted - in memory of Catherine Downing)

Adopted this 12th day of August 2026

, President

Jennifer Barr, Secretary

211 Library

	FY24 Actual	FY25 Actual	FY26 Actual	FY26 Budget Adopted	FY27 Budget Initial Department Head Request
	YearTotal	YearTotal	YearTotal	YearTotal	YearTotal
310100 - Current	716,911.75	691,239.39		514,927.00	528,098.00
310200 - Delinquent	1,748.24	1,836.11			
314055 - Fiscal Disparities	65,993.17	64,852.95		55,000.00	65,000.00
TAXES	784,653.16	757,928.45		569,927.00	593,098.00
334060 - Supplemental Aid	35,640.08	34,275.05			
336215 - Library Contracts	142,281.12	142,014.31		178,000.00	178,000.00
336220 - ALS Reimbursement			184.84		
INTERGOVERNMENTAL	177,921.20	176,289.36	184.84	178,000.00	178,000.00
347955 - ALS Cross-Overs	8,045.00	8,045.00	6,282.00	5,281.00	5,281.00
347970 - Photo Copies	3,939.96	4,509.17	2,264.46	2,000.00	2,000.00
347975 - Internet	1,326.32	938.61	340.69	2,000.00	2,000.00
347980 - Library Fees-Proctoring	75.25	57.99		100.00	100.00
347982 - Passport Processing Fee	36,750.00	45,985.00	13,895.00	20,000.00	20,000.00
347990 - Fax Machine Use	667.63	989.81	393.97	500.00	500.00
CHARGES FOR SERVICES	50,804.16	60,525.58	23,176.12	29,881.00	29,881.00
351030 - Library Fines	37.25	10.50			
FINES & FEES	37.25	10.50			
362310 - Contributions	11,736.90	16,029.03	61,004.95	1,500.00	1,500.00
362365 - Endowment Fund Income	2,657.69	3,534.66	1,555.13	1,300.00	1,300.00
362367 - Grand Rapids Library Foundation	36,868.98	20,548.83	12,217.67		
362375 - Meeting Room Receipts			5.00		
362450 - Miscellaneous Revenue	1,752.83	2,234.11	1,696.60		1,000.00
365100 - Investment Income	7,264.34	7,210.00		3,000.00	3,000.00
365105 - Net +/- Fair Value-Invtmt	12,089.40	4,493.66			
MISCELLANEOUS	72,370.14	54,050.29	76,479.35	5,800.00	6,800.00
REVENUE ACCOUNTS	1,085,785.91	1,048,804.18	99,840.31	783,608.00	807,779.00
001800 - Encumbrances	(0.00)	-			
003058 - Long Term Disability Ins		-	179.82		
CITY WIDE	(0.00)	-	179.82		
101010 - Salary-Fulltime	422,204.48	387,813.81	82,218.95	563,815.00	593,418.76
101030 - Salary-Parttime	106,900.14	106,036.79	92,796.86		
101050 - Contracted Services	4,307.54	13,702.44	2,221.14		
101210 - Pera	39,138.43	36,351.29	13,126.23		-
101220 - Fica	32,664.78	30,140.76	10,685.46		-
101250 - Medicare	7,639.29	7,048.80	2,499.05		-
101310 - Health Insurance	120,144.00	124,085.50	52,961.70		-
101330 - Life Insurance	222.48	268.80	135.24		-
101347 - Vision Insurance	-	6.90			
101420 - Unemployment			1,540.46		-
101510 - Workers Compensation	2,290.67	2,641.41	989.05	2,425.00	
PAYROLL	735,511.81	708,096.50	259,174.14	566,240.00	593,418.76
202010 - Office Supplies	5,307.27	6,171.21	462.91	5,000.00	5,000.00
202020 - Copy Supplies	381.26	832.82		1,500.00	1,500.00
202030 - Printing & Binding	279.42	225.66	140.25	1,000.00	1,000.00
202060 - Computer Supplies	3,271.21	5,111.88	2,135.78	3,000.00	3,000.00
202072 - Computer Inventory	3,806.70		403.11	2,500.00	2,500.00
202075 - Assets Between \$700-\$4,999	14,662.57		2,174.05	10,000.00	10,000.00
202090 - Inventorial Supplies	1,932.85	8,242.99		1,000.00	1,000.00
202095 - Prgm Sup & Materials	5,587.34	3,791.64	262.10	1,000.00	1,000.00
202100 - Operating Supplies	3,209.20	2,138.45	142.29	2,000.00	2,000.00
202110 - Books	49,742.85	44,355.23	20,063.10	14,000.00	14,000.00
202112 - Audio/Visual	12,784.95	9,045.89	3,381.04	5,000.00	5,000.00
202114 - Newspapers	1,827.25	1,908.19	1,929.19	2,000.00	2,000.00
202116 - Periodicals	5,983.06	3,961.00	58.36		-
202150 - Maintenance Tools/Supplies	3,800.74	3,298.26	1,896.91	3,000.00	3,000.00
SUPPLIES	112,576.67	89,083.22	33,049.09	51,000.00	51,000.00
403000 - Professional Services		82.76		500.00	-
403010 - Accounting/Auditing Services	1,277.50	1,508.75		1,600.00	1,700.00
403070 - Laundry/Soil Mats	862.84	932.50	579.58	1,000.00	1,000.00
403090 - Janitorial Services	20,960.04	25,360.04	12,226.69	20,960.00	12,960.00

403100 - Other Contracted Services	7,845.00	7,150.00	5,375.00	12,000.00	12,000.00
403210 - Telephone	4,439.71	4,511.65	2,666.44	6,000.00	4,800.00
403212 - Online Services	1,871.08	1,109.50			2,000.00
403220 - Postage/Freight	4,083.06	4,587.50	2,485.00	2,500.00	3,000.00
403230 - Seminars/Meetings/Schools	12,332.02	2,551.74	419.45		1,500.00
403240 - Hiring/Background/Medical Testing			372.38		
403260 - Community Education/Promotion	227.00				
403300 - Professional Serv-Collections	1,654.30	1,968.85	757.25	2,000.00	2,000.00
403310 - Auto Mileage Reimbursement	326.96	361.94		1,000.00	400.00
403510 - Publishing & Advertising		1,587.00		1,000.00	500.00
403610 - General Insurance	25,113.00	24,720.00	9,750.00	26,208.00	26,000.00
403810 - Electricity	33,021.62	31,471.58	14,286.46	35,000.00	36,000.00
403840 - Garbage Removal	2,305.33	1,979.17	729.30	2,000.00	2,000.00
403860 - Heat	2,254.86	6,293.74	4,254.46	8,000.00	8,000.00
404000 - Maintenance Contracts	11,720.60	12,068.04	2,633.73	12,000.00	13,000.00
404010 - Building Maint/Repairs	6,465.73	24,187.68	3,446.32	15,000.00	15,000.00
404015 - Grounds Maint/Repairs	1,907.46	389.48		1,000.00	1,000.00
404020 - Computer Maint/Repairs	11,109.89	10,572.54	2,185.87	6,000.00	10,000.00
404070 - General Equipment Maint/Repairs	5,818.72	5,151.70	3,701.65	8,000.00	8,000.00
404330 - Dues & Subscriptions	270.00	315.00	10.00	3,000.00	500.00
404355 - Copy Machine Lease	1,465.69	1,840.73	993.90	1,600.00	2,000.00
OTHER CHARGES & SERVICES	157,332.41	170,701.89	66,873.48	166,368.00	163,360.00
EXPENDITURE ACCOUNTS	1,005,420.89	967,881.61	359,276.53	783,608.00	807,778.76
City of Grand Rapids Total Activity	80,365.02	80,922.57	(259,436.22)	-	-

21 PETTY CASH

~~Library fund handling will be governed by the regulations of the Finance Department of the City of Grand Rapids. A petty cash fund of under \$100 will be maintained in the building for change making and for expenditures for international postage and maintenance supplies under \$10.00. The Library Director will provide petty cash procedures for the guidance of staff.~~

Abolished August 12, 2026

29 LIBRARY FUND

Library fund handling will be governed by the regulations of the Finance Department of the City of Grand Rapids.

Monthly Report - Overview for Jul 2026

Locations on this report: Grand Rapids Area Library

Checkout

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
1st Time	9218	10038	-9	11402	-20	56228	68263	-18
Phone Renewal	146	104	40	198	-27	831	1467	-44
Renewal	139	137	1	207	-33	792	1074	-27
Opac Renewal	661	609	8	649	1	4643	4205	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	10164	10888	-7	12456	-19	62494	75009	-17

Checkout Stock Rotation

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 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	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
Normal	8495	8032	5	10354	-18	50614	61226	-18
Late	1868	1766	5	2299	-19	11474	12911	-12
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
Total	10363	9798	5	12653	-19	62088	74137	-17

Requests Placed

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
Placed	1605	1606	-1	1654	-3	11050	12779	-14
Total	1605	1606	-1	1654	-3	11050	12779	-14

Requests Resolved

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
Cancelled	88	116	-25	101	-13	681	768	-12
Filled	2458	2668	-8	2644	-8	17025	19073	-11
Expired	3	4	-25	4	-25	34	23	47
Total	2549	2788	-9	2749	-8	17740	19864	-11

Holds Resolved

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
Picked Up	1522	1590	-5	1652	-8	10311	11936	-14
Cancelled	3	11	-73	9	-67	33	37	-11
Expired	127	160	-21	118	7	900	808	11
Total	1652	1761	-7	1779	-8	11244	12781	-13

Overdues

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
1st Notice	705	667	5	730	-4	4284	4317	-1
2nd Notice	8	6	33	7	14	36	35	2
3rd Notice	1	1	0	1	0	3	7	-58
4th Notice	1	0	100	0	100	2	5	-60
5th Notice	0	0	0	0	0	0	1	-100
Final Notice	0	0	0	0	0	0	0	0
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	142	193	-27	171	-17	1146	1290	-12
Total	857	867	-2	909	-6	5471	5655	-4

Borrower Delta

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
New (Manual)	73	89	-18	91	-20	366	616	-41
Deleted (Manual)	3	2	50	5	-40	10	42	-77
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
Total	76	91	-17	96	-21	376	658	-43

Bib Delta

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
New (Manual)	172	128	34	219	-22	1065	1096	-3
Deleted (Manual)	230	158	45	403	-43	1500	2578	-42
New (Batch)	101	156	-36	114	-12	650	309	110
Deleted (Batch)	0	0	0	0	0	0	0	0
Total	503	442	13	736	-32	3215	3983	-20

Auth Delta

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	5	2	150	15	-67	17	44	-62
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
Total	5	2	150	15	-67	17	44	-62

Item Delta

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
New (Manual)	406	432	-7	836	-52	2872	3488	-18
Deleted (Manual)	245	83	195	1380	-83	2051	4674	-57
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
Total	651	515	26	2216	-71	4923	8162	-40

Acquisitions Activities

Description	Jul 2026	Jun 2026	%chg	Jul 2025	%chg	2026 YTD	2025 YTD	%chg
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	220	159	38	242	-10	1534	1751	-13
Items Rcvd by Ven	222	162	37	261	-15	1580	1814	-13
Claims	0	0	0	0	0	0	0	0
Total	442	321	37	503	-13	3114	3565	-13

Grand Rapids Area Library
Reference Statistics
July 2026

	July	YTD 2026
Door Count	5,047	28,647
Reference Questions	374	1,554
Computer Help Over 5 Minutes	33	134
Tests Proctored	2	9
Public Computer Use: Sessions	203	1,085
Public Computer Use: Hours	151	834
Special Computer Sessions	141	756
Passports Accepted	70	429

July 2026

Item 8.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6/30: 243417			1 243765 348 9	2 <u>Weekly totals</u> 348	3	4 Independence Day <u>Passports</u> 9
5	6 244221 (count taken @ 11:30 7/7/26) 456 3	7 244443 222 5	8 244838 395 6	9 1,073	10	11 14
12	13 245223 385 0	14 245528 305 5	15 245961 373 9	16 1,063	17	18 14
19	20 246277 376 3	21 246621 344 8	22 247068 387 5	23 1,107	24	25 16
26 Parents' Day	27 247442 434 41	28 247814 372 8	29 248464 650 5 Summer Celebration	30 1,456	31	17
Notes			7/28/26: 248464 6/30/26: 243417 <u>5,047✓</u>		<u>5,047✓</u> 70 passports	

Item 8.

24

July in Children's

1. We are busy.
2. Lego Club.
3. Page Turners Book Club.
4. Summer Book Time:
 - a. Fish
 - b. Story Bags
 - c. Worms (Ummm... attended by 73 people.)
 - d. Giraffes
 - e. (Doesn't that sound like a month of fun? 😊)
5. Scavenger Hunts.
6. Artastic.
7. And, in two days, Summer Celebration.
8. SO MANY READERS!!!
9. SO MANY QUESTIONS!!!
10. And I'm so grateful.

GRAL Children's Library Monthly Statistics

July 2026

June Artastic

Programs: 1

Facebook plays: 651

YouTube views: 33

Kits handed out: 150

July Artastic

Programs: 1

Facebook plays: 473

YouTube views: 15

Kits handed out: 150

Programs:

07/06	Lego Club	14
07/07	Summer Book Time	50
07/13	Lego Club	10
07/13	Page Turners	6
07/14	Summer Book Time	47
07/20	Lego Club	14
07/21	Summer Book Time	76
07/27	Lego Club	23
07/30	Summer Book Time	62

Total Programs: 9 People: 302

Book Times: 4 People: 235

Library Programs: 5 People: 67

Reference Questions 2026: 525

Reference Questions 2025: 778

07

JULY

502
2020
Item 8.

SUN	MON	TUE	WED	THU	FRI	SAT
			1 47	2	3	4 47
5	6 29	7 42	8 31	9	10	11 102
12	13 48	14 37	15 23	16	17	18 108
19	20 49	21 53	22 27	23	24	25 129
26	27 63	28 34	29 42	30	31	139

GRAND RAPIDS AREA LIBRARY: 2026 Volunteer Report

Month	Regular Volunteers		RSVP Volunteers		Library Board		Library Friends		Library Foundation		Total	Total
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	40	161.75	4	43.75	9	29.00	10	60.00	10	14.00	44	205.50
February	29	129.25	4	71.25	8	28.00	7	61.00	1	6.00	33	200.50
March	26	183.25	4	99.50	7	27.00	7	90.00	1	3.00	30	282.75
April	32	169.25	4	71.00	8	28.00	6	67.50	7	10.50	36	240.25
May	32	155.00	5	85.50	8	28.00	9	68.00	1	2.50	37	240.50
June	34	204.00	5	101.25	7	27.00	10	105.50	1	4.00	39	305.25
July	57	278.25	9	114.50	7	39.00	21	149.00	3	8.00	66	392.75
August											0	0.00
September											0	0.00
October											0	0.00
November											0	0.00
December											0	0.00
Total		1280.75		586.75		206.00		601.00		48.00	*	1,867.50

Of note in July:

- Annual Summer Book Sale: 17 people gave 81 hours of their time
- Annual Summer Celebration: 23 people gave 63 hours of their time
- Overall we had 23 new people over both events that were added as special event volunteers for the month, who do not otherwise volunteer at the Library.