



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, May 11, 2022

5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday, May 11, 2022 at 5:00 PM in the City Council Chambers, 420 N Pokegama Ave, Grand Rapids, Minnesota.

CALL OF ROLL:

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

1. Consider Approval of 04-13-2022 Library Board Minutes

COMMUNICATIONS:

2. Email from Jason Langenecker

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

3. Library Financials

CONSENT AGENDA (Roll Call Vote Required):

4. Consider Resolution 2022-04 Accepting Donations

REGULAR AGENDA:

5. Music Park Collaboration with KAXE (update)
6. Consider the appointment of Christa Roerick to the position of Library Public Services Clerk I at the Grand Rapids Area Library.

UPDATES:

Friends

Foundation

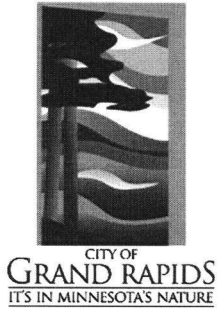
STAFF REPORTS:

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

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR June 8, 2022, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, April 13, 2022
5:00 PM

CALL TO ORDER: Meeting called to order at 5:00 pm by Chari MacDonell

CALL OF ROLL:

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

Absent: Blocker, Kee, Lassen

APPROVAL OF AGENDA:

Motion to approve the agenda with the addition of item 6A Music Park Collaboration with KAXE

Mover: Richards

Secunder: Martin

Result: Passed unanimously

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

None

APPROVAL OF MINUTES:

1. Library Board Meeting Minutes 03-09-2022

Motion to approve the minutes with correction to Approval of Agenda noting Teigland was the Secunder.

Mover: Richards

Secunder: Teigland

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Library Financials

Motion to approve financials and bill list as presented.

Mover: Martin

Secunder: Richards

Result: Passed unanimously on a roll-call vote

CONSENT AGENDA (Roll Call Vote Required):

3. Consider Donation Resolution 2022-03

Motion to approve consent agenda as presented.

Mover: Teigland

Secunder: Squadroni

Result: Passed unanimously on a roll-call vote

REGULAR AGENDA:

4. Consider quotes for new window treatments in the Community Room.

Motion to accept quote from Floor to Ceiling.

Mover: Richards

Secunder: Martin

Result: Passed unanimously on a roll-call vote

5. Authorize Library Director to apply for Catholic Community Foundation grant opportunity.

Motion to authorize Library Director to apply for Catholic Community Foundation grant.

Mover: Richard

Secunder: Teigland

Result: Passed unanimously

6. New GRAL YouTube Page

Information – no action taken

6A: Music Park Collaboration with KAXE

Motion to authorize Music Park collaboration with KAXE on Library grounds.

Mover: Richards

Secunder: Martin

Result: Passed unanimously

UPDATES:

Friends update

Book sale coming in May at Community Presbyterian

Working on Memory Kits

Annual meeting is 6/8 (5 pm) at Methodist Church

Foundation update

Next meeting is April 21 (5 pm) at Community Presbyterian

STAFF REPORTS:

7. Reports and Statistics

Informational – no action taken

ADJOURNMENT:

Meeting adjourned at 5:41 pm by Chair MacDonell

NEXT REGULAR MEETING IS SCHEDULED FOR MAY 11, 2022, AT 5:00 PM.

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



ATTEST: Lisa Tabbert, Library Board Secretary

DATE: 04/06/2022
 TIME: 14:51:31
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/13/2022

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	1,750.01
0118100	ARAMARK UNIFORM SERVICES	132.66
0118660	ARROWHEAD LIBRARY SYSTEM	14.30
0201428	BAKER & TAYLOR LLC	4,013.47
0212124	BLACKSTONE PUBLISHING	83.20
0218550	BRODART COMPANY	346.66
0405500	DEMCO INC	1,716.21
0609525	FINDAWAY WORLD LLC	1,103.55
0914325	INGRAM ENTERTAINMENT INC.	114.27
0914540	INNOVATIVE OFFICE SOLUTIONS LL	254.30
0914800	INVEST EARLY PROJECT	4,000.00
1605665	PERSONNEL DYNAMICS LLC	3,276.43
1608100	PHAROS SYSTEMS INT'L INC	1,079.00
1801613	RAPIDS PRINTING	125.00
1901535	SANDSTROM'S INC	230.17
1915248	SHI INTERNATIONAL CORP	344.00
2114356	UNIQUE MANAGEMENT SERVICES	161.10

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$18,744.33

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.27
0205640	LEAGUE OF MN CITIES INS TRUST	2,548.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	41,039.75
1209516	LINCOLN NATIONAL LIFE	78.00
1301146	MARCO TECHNOLOGIES, LLC	120.43
1309199	MINNESOTA ENERGY RESOURCES	606.68
1309335	MINNESOTA REVENUE	43.85
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	450.22
1621130	P.U.C.	2,314.21
2114750	UNUM LIFE INSURANCE CO OF AMER	38.70
2209665	VISA	807.48
2301700	WM CORPORATE SERVICES, INC	137.47

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$57,407.96

TOTAL ALL DEPARTMENT \$76,152.29

RESOLUTION NO. 2022-03
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,

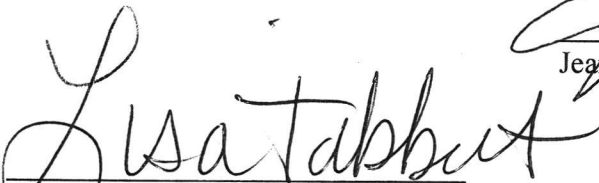
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

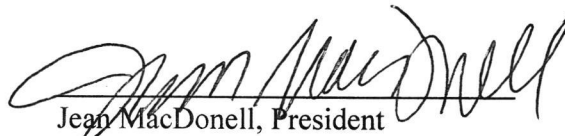
**Grand Rapids Area Library Friends - \$1764.10 – Book Club Kits
(GRACF Grant)**

Kathy McCarty - \$50.00 – In memory of Kathy Dodge

Matthew Knealing - \$201.66 – Whiteboards and markers for the quiet study rooms

Adopted this 13th day of April, 2022


Lisa Tabbert, Secretary


Jean MacDonell, President

Will Richter

From: Grand Rapids Minnesota <grandrapids-mn@municodeweb.com>
Sent: Thursday, April 28, 2022 1:13 PM
To: Will Richter
Subject: Form submission from: Contact a Board or Commission Liaison

Submitted on Thursday, April 28, 2022 - 1:13pm

Submitted by anonymous user: 156.98.167.157

Submitted values are:

Liaison to Contact Grand Rapids Area Library Board

First Name Jason

Last Name Langenecker

Email wildirisgarden@gmail.com

Phone 2189999575

Message or Question

Wondering if there is any discussion on re-opening Library hours on the weekend? We're really missing those story times, crafting events and the availability to 'go to the library' as a family.

Thanks.

The results of this submission may be viewed at:

<https://cityofgrandrapidsmn.com/node/2796/submission/90>

DATE: 05/04/2022
 TIME: 14:49:07
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 05/11/2022

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	387.62
0118100	ARAMARK UNIFORM SERVICES	44.22
0118660	ARROWHEAD LIBRARY SYSTEM	70.71
0201428	BAKER & TAYLOR LLC	4,167.05
0212124	BLACKSTONE PUBLISHING	926.83
0405500	DEMCO INC	76.01
0718060	GRAND RAPIDS HERALD REVIEW	420.00
0914325	INGRAM ENTERTAINMENT INC.	111.54
0914540	INNOVATIVE OFFICE SOLUTIONS LL	260.85
1605665	PERSONNEL DYNAMICS LLC	3,442.95
1801610	RAPIDS PLUMBING & HEATING INC	1,026.00
1901535	SANDSTROM'S INC	111.82
1915248	SHI INTERNATIONAL CORP	4,025.23
2009470	THE TIMBERJAY INC	54.00
2023352	PIONEER PRESS	230.76
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$15,355.59
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	54.27
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	40,050.28
1209516	LINCOLN NATIONAL LIFE	78.00
1301146	MARCO TECHNOLOGIES, LLC	182.90
1309199	MINNESOTA ENERGY RESOURCES	579.04
1309335	MINNESOTA REVENUE	51.03
1309375	MINNESOTA UNEMPLOYMENT COMP FD	8,786.96
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	317.37
1621130	P.U.C.	2,550.84
2114750	UNUM LIFE INSURANCE CO OF AMER	15.05
2209665	VISA	949.27
2301700	WM CORPORATE SERVICES, INC	137.47
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$62,921.38
TOTAL ALL DEPARTMENTS		\$78,276.97

DATE: 05/05/2022
TIME: 09:56:03
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 4 PERIODS ENDING APRIL 30, 2022

PAGE: 1
F-YR: 22

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	APRIL 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	4,800.00	128,000.00	4,800.00	0.00	123,200.00	4
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		4,800.00	128,000.00	4,800.00	0.00	123,200.00	4
TOTAL INTERGOVERNMENTAL		4,800.00	128,000.00	4,800.00	0.00	123,200.00	4
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	8,045.00	5,281.00	8,045.00	0.00	(2,764.00)	152
211-00-34-00-7970	PHOTO COPIES	221.82	2,000.00	650.33	0.00	1,349.67	33
211-00-34-00-7975	INTERNET	150.31	2,000.00	582.62	0.00	1,417.38	29
211-00-34-00-7980	LIBRARY FEES-PROCTORING	80.00	100.00	100.00	0.00	0.00	100
211-00-34-00-7982	PASSPORT PROCESSING FEE	2,030.00	18,200.00	8,575.00	0.00	9,625.00	47
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	14.97	500.00	169.35	0.00	330.65	34
TOTAL		10,542.10	28,081.00	18,122.30	0.00	9,958.70	65
TOTAL CHARGES FOR SERVICES		10,542.10	28,081.00	18,122.30	0.00	9,958.70	65

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 4 PERIODS ENDING APRIL 30, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	APRIL 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	5.00	0.00	5.50	0.00	(5.50)	100
TOTAL		5.00	0.00	5.50	0.00	(5.50)	100
TOTAL FINES & FORFEITS		5.00	0.00	5.50	0.00	(5.50)	100
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	3,309.41	1,500.00	5,959.65	0.00	(4,459.65)	397
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,422.64	0.00	(122.64)	109
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	5,624.80	0.00	7,251.86	0.00	(7,251.86)	100
211-00-37-00-2368	DONATIONS-ADA PROJECT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2421	MIRC GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2450	MISCELLANEOUS	345.10	0.00	1,090.04	0.00	(1,090.04)	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	479.24	3,000.00	479.24	0.00	2,520.76	16
TOTAL		9,758.55	7,800.00	16,203.43	0.00	(8,403.43)	208
TOTAL MISCELLANEOUS REVENUE		9,758.55	7,800.00	16,203.43	0.00	(8,403.43)	208
OTHER SOURCES							
211-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5010	SALES OF GENL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5030	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5500	FUND BALANCE USAGE	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SOURCES		0.00	0.00	0.00	0.00	0.00	0

DATE: 05/05/2022
TIME: 09:56:03
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 4 PERIODS ENDING APRIL 30, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		25,105.65	923,212.00	39,131.23	0.00	884,080.77	4
EXPENSES							
GENERAL ADMINISTRATION							
211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	29,782.16	387,168.00	111,683.11	0.00	275,484.89	29
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1030	SALARY-PARTTIME	4,124.32	80,820.00	20,297.70	0.00	60,522.30	25
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	3,098.25	8,510.00	5,506.32	1,881.90	1,121.78	87
211-00-75-10-1210	PERA	2,542.99	35,099.00	9,898.55	0.00	25,200.45	28
211-00-75-10-1220	FICA	2,083.23	29,015.00	8,116.42	0.00	20,898.58	28
211-00-75-10-1250	MEDICARE	487.20	6,786.00	1,898.17	0.00	4,887.83	28
211-00-75-10-1310	HEALTH INSURANCE	9,162.00	116,541.00	36,648.00	0.00	79,893.00	31
211-00-75-10-1330	LIFE INSURANCE	25.35	232.00	101.40	0.00	130.60	44
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	2.08	6.90	(8.98)	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	212.34	3,018.00	849.36	0.00	2,168.64	28
TOTAL PERSONNEL		51,518.36	667,189.00	195,001.11	1,888.80	470,299.09	30
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	63.77	8,500.00	2,295.99	27.39	6,176.62	27
211-00-75-20-2020	COPY SUPPLIES	62.47	1,500.00	118.07	0.00	1,381.93	8
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	178.81	53.81	767.38	23
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	293.84	3,000.00	1,045.84	293.84	1,660.32	45
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	0.00	0.00	2,500.00	0
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	4,025.23	12,000.00	12,483.60	4,025.23	(4,508.83)	138
211-00-75-20-2090	INVENTORIAL SUPPLIES	256.22	1,000.00	602.88	76.01	321.11	68

DATE: 05/05/2022
TIME: 09:56:03
ID: GL470004.WOW

CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 4 PERIODS ENDING APRIL 30, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2095	PRGM SUP & MATERIALS	0.00	500.00	571.39	0.00	(71.39)	114
211-00-75-20-2100	OPERATING SUPPLIES	44.90	2,000.00	1,723.15	44.90	231.95	88
211-00-75-20-2110	BOOKS	3,679.38	39,000.00	20,660.64	3,855.23	14,484.13	63
211-00-75-20-2120	AUDIO/VISUAL	1,038.37	9,000.00	2,773.38	956.09	5,270.53	41
211-00-75-20-2130	NEWSPAPERS	230.76	2,000.00	1,173.52	284.76	541.72	73
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	26.00	0.00	7,474.00	0
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	140.50	3,000.00	474.99	126.16	2,398.85	20
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	359.98	0.00	(359.98)	100
211-00-75-20-2210	EQUIPMENT PARTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL SUPPLIES & MATERIALS		9,835.44	92,500.00	44,488.24	9,743.42	38,268.34	59
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	0.00	0.00	500.00	0
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	1,500.00	0.00	0.00	1,500.00	0
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	59.76	1,000.00	218.30	29.88	751.82	25
211-00-75-30-3090	JANITORIAL SERVICES	0.00	20,400.00	2,975.00	0.00	17,425.00	15
211-00-75-30-3100	OTHER CONTRACTED SERVICES	344.70	26,323.00	3,799.26	344.70	22,179.04	16
211-00-75-30-3210	TELEPHONE	371.64	6,000.00	1,548.24	0.00	4,451.76	26
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	907.68	0.00	2,592.32	26
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3255	STAFF TRAINING	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	331.15	0.00	1,668.85	17
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3510	PUBLISHING & ADVERTISING	420.00	600.00	420.00	420.00	(240.00)	140
211-00-75-30-3610	GENERAL INSURANCE	1,717.00	9,000.00	6,868.00	0.00	2,132.00	76
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	7,467.42	0.00	27,532.58	21
211-00-75-30-3840	GARBAGE REMOVAL	0.00	2,000.00	412.41	0.00	1,587.59	21
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	8,000.00	2,044.21	0.00	5,955.79	26
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	2,139.96	0.00	7,360.04	23
211-00-75-30-4010	BUILDING MAINT/REPAIRS	0.00	15,000.00	2,602.04	0.00	12,397.96	17
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 4 PERIODS ENDING APRIL 30, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	1,079.00	0.00	7,921.00	12
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,500.00	982.92	0.00	2,517.08	28
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	1,026.00	1,026.00	5,948.00	26
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,500.00	481.72	0.00	1,018.28	32
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	200.00	0.00	0.00	200.00	0
211-00-75-30-4560	GRANDNET COSTS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4600	ENDOWMENT FUND EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4650	FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4900	TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SERVICES & CHARGES		3,033.53	163,523.00	35,303.31	1,820.58	126,399.11	23
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	0.00	0.00	0.00	0
211-00-75-50-5900	BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0
TOTAL GENERAL ADMINISTRATION		64,387.33	923,212.00	274,792.66	13,452.80	634,966.54	31
BLANDIN GRANT							
211-00-95-00-5720	BLND GRANT-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5730	BLND GRANT-BOOKS & MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5740	BLND GRANT-YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5745	BLNDIN GRNT-#G2006-0140 YOUTH	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5750	BLND GRANT-ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5755	BLNDIN GRNT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRNT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 4 PERIODS ENDING APRIL 30, 2022

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		64,387.33	923,212.00	274,792.66	13,452.80	634,966.54	31
TOTAL FUND REVENUES		25,105.65	923,212.00	39,131.23	0.00	884,080.77	4
TOTAL FUND EXPENSES		64,387.33	923,212.00	274,792.66	13,452.80	634,966.54	31
FUND SURPLUS (DEFICIT)		(39,281.68)	0.00	(235,661.43)			
TOTAL ALL FUND REVENUES		25,105.65	923,212.00	39,131.23	0.00	884,080.77	4
TOTAL ALL FUND EXPENSES		64,387.33	923,212.00	274,792.66	13,452.80	634,966.54	31
ALL FUND SURPLUS (DEFICIT)		(39,281.68)	0.00	(235,661.43)			

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FUND: PUBLIC LIBRARY
 FOR 4 PERIODS ENDING APRIL 30, 2022

ACCOUNT #	DESCRIPTION	BALANCE 01/01/22	NET DEBITS	NET CREDITS	BALANCE 04/30/22
ASSETS					
211-00-00-00-0100	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-0110	DUE TO OTHER FUNDS	0.00	161,999.41	161,999.41	0.00
211-00-00-00-1010	CASH	644,391.81	48,778.07	323,685.83	369,484.05
211-00-00-00-1019	PETTY CASH FUND	20.00	0.00	0.00	20.00
211-00-00-00-1020	CHANGE FUND	70.00	0.00	0.00	70.00
211-00-00-00-1050	TAXES RECEIVABLE-CURRENT	0.00	0.00	0.00	0.00
211-00-00-00-1070	TAXES RECEIVABLE-DELINQUENT	30,777.00	0.00	0.00	30,777.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
211-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-1313	DUE FROM ALS	0.00	0.00	0.00	0.00
211-00-00-00-1314	GR AREA LIB FND ENDOWMENT	0.00	0.00	0.00	0.00
211-00-00-00-1315	DUE FROM MN FOUNDATION	42,033.00	0.00	0.00	42,033.00
211-00-00-00-1320	DUE FROM OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1321	DUE FROM US GOV'T	0.00	0.00	0.00	0.00
211-00-00-00-1550	PREPAID ITEMS	3,122.88	0.00	3,122.88	0.00
211-00-00-00-1551	PREPAID INSURANCE	9,181.35	23,151.00	16,898.71	15,433.64
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	38,749.46	25,323.66	13,425.80
TOTAL		729,596.04	272,677.94	531,030.49	471,243.49
TOTAL ASSETS		729,596.04	272,677.94	531,030.49	471,243.49

LIABILITIES AND FUND EQUITY
LIABILITIES

211-00-00-00-2020	ACCOUNTS PAYABLE	32,186.33	323,961.59	297,899.80	6,124.54
211-00-00-00-2030	SALES TAX PAYABLE	0.00	121.01	171.34	50.33
211-00-00-00-2040	USE TAX PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2060	CONTRACTS PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2070	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-2080	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
211-00-00-00-2170	ACCRUED WAGES PAYABLE	10,105.46	10,105.46	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	30,777.00	0.00	0.00	30,777.00
211-00-00-00-2220	DEFERRED REVENUES	0.00	0.00	0.00	0.00
TOTAL		73,068.79	334,188.06	298,071.14	36,951.87

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CITY OF GRAND RAPIDS
 DETAILED BALANCE SHEET

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FUND: PUBLIC LIBRARY
 FOR 4 PERIODS ENDING APRIL 30, 2022

ACCOUNT #	DESCRIPTION	BALANCE 01/01/22	NET DEBITS	NET CREDITS	BALANCE 04/30/22
TOTAL LIABILITIES		73,068.79	334,188.06	298,071.14	36,951.87
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	656,527.25	0.00	0.00	656,527.25
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	25,323.66	38,749.46	13,425.80
TOTAL		656,527.25	25,323.66	38,749.46	669,953.05
FUND SURPLUS (DEFICIT)		0.00	235,661.43	0.00	(235,661.43)
TOTAL FUND EQUITY		656,527.25	260,985.09	38,749.46	434,291.62
TOTAL LIABILITIES AND FUND EQUITY		729,596.04	595,173.15	336,820.60	471,243.49

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MAY 11, 2022

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/11/2022

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

0100053	AT&T MOBILITY							
L	04/18/22	01	CUST#BES58100876 & 58101097	999-99-00-00-1000			05/11/22	54.27
				HOLDING ACCOUNT				
							INVOICE TOTAL:	54.27
							VENDOR TOTAL:	54.27
0113100	AMAZON.COM							
434496943497-L	04/22/22	01	SHARPIE RETRACTABLE PERM	211-00-75-20-2010	20221188		05/11/22	53.28
				OFFICE SUPPLIES				
							INVOICE TOTAL:	53.28
437797639668-L	03/29/22	01	9 BOOKS	211-00-75-20-2110	20221006		05/11/22	137.72
				BOOKS				
							INVOICE TOTAL:	137.72
438399795337-L	04/02/22	01	AVERY PRINTABLE ROUND LABELS	211-00-75-20-2010	20221021		05/11/22	10.49
				OFFICE SUPPLIES				
		02	PREMIUM KEY TAG 3" SLIP-SLOT	211-00-75-20-2100	20221021			44.90
				OPERATING SUPPLIES				
		03	ERGONOMIC MOUSE	211-00-75-20-2060	20221021			32.99
				COMPUTER SUPPLIES				
							INVOICE TOTAL:	88.38
454393668845-L	04/21/22	01	2 BOOKS	211-00-75-20-2110	20221184		05/11/22	26.48
				BOOKS				
							INVOICE TOTAL:	26.48
457596684595-L	04/22/22	01	4 BOOKS	211-00-75-20-2110	20221184		05/11/22	44.06
				BOOKS				
							INVOICE TOTAL:	44.06
485876638685-L	04/14/22	01	1 BOOK	211-00-75-20-2110	20221169		05/11/22	25.98
				BOOKS				
							INVOICE TOTAL:	25.98

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MAY 11, 2022

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0113100 AMAZON.COM								
739678343568-L	03/31/22	01	DIARY OF A WIMPY KID RODRICK R	211-00-75-20-2120	20221020		05/11/22	11.72
			AUDIO/VISUAL					
							INVOICE TOTAL:	11.72
							VENDOR TOTAL:	387.62
0118100 ARAMARK UNIFORM SERVICES								
263000120446-L	04/19/22	01	MATS NYLON RUBBER	211-00-75-30-3070	20221135		05/11/22	29.88
		02	MOPS/TOWELS/CLOTHS/#350041513	211-00-75-20-2150	20221135			14.34
			MAINTENANCE TOOLS/SUPPLIES					
							INVOICE TOTAL:	44.22
							VENDOR TOTAL:	44.22
0118660 ARROWHEAD LIBRARY SYSTEM								
14916-L	03/31/22	01	OVERDUE NOTICES-MAR	211-00-75-20-2010	20221082		05/11/22	16.90
		02	LIBRARY CARD APPLICATIONS	211-00-75-20-2030	20221082			53.81
			PRINTING/BINDING					
							INVOICE TOTAL:	70.71
							VENDOR TOTAL:	70.71
0201428 BAKER & TAYLOR LLC								
2033706833-L	04/27/22	01	5 BOOKS/#209977 L411199	211-00-75-20-2110	20221242		05/11/22	68.70
			BOOKS					
							INVOICE TOTAL:	68.70
2036624019-L	03/24/22	01	46 BOOKS/#209977 L025981	211-00-75-20-2110	20220961		05/11/22	584.19
			BOOKS					
							INVOICE TOTAL:	584.19
2036636022-L	04/04/22	01	11 BOOKS/209977 L411199	211-00-75-20-2110	20221007		05/11/22	192.21
			BOOKS					
							INVOICE TOTAL:	

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0201428 BAKER & TAYLOR LLC								
2036650037-L	04/05/22	01	75 BOOKS/209977 L025981	211-00-75-20-2110	20221007		05/11/22	795.29
				BOOKS			INVOICE TOTAL:	795.29
2036662644-L	04/07/22	01	23 BOOKS/#209977 L025981	211-00-75-20-2110	20221017		05/11/22	316.93
				BOOKS			INVOICE TOTAL:	316.93
2036670753-L	04/13/22	01	6 BOOKS/#209977 L411199	211-00-75-20-2110	20221113		05/11/22	91.26
				BOOKS			INVOICE TOTAL:	91.26
2036675727-L	04/13/22	01	30 BOOKS/#209977 L025981	211-00-75-20-2110	20221113		05/11/22	352.26
				BOOKS			INVOICE TOTAL:	352.26
2036680013-L	04/19/22	01	5 BOOKS/#209977 L411199	211-00-75-20-2110	20221175		05/11/22	88.82
				BOOKS			INVOICE TOTAL:	88.82
2036686017-L	04/19/22	01	10 BOOKS	211-00-75-20-2110	20221167		05/11/22	122.63
				BOOKS			INVOICE TOTAL:	122.63
2036689402-L	04/19/22	01	23 BOOKS/#209977 L025981	211-00-75-20-2110	20221167		05/11/22	334.26
				BOOKS			INVOICE TOTAL:	334.26
2036693159-L	04/21/22	01	71 BOOKS/#20977 L025981	211-00-75-20-2110	20221175		05/11/22	813.68
				BOOKS			INVOICE TOTAL:	813.68
2036711756-L	04/27/22	01	32 BOOKS/#209977 L025981	211-00-75-20-2110	20221225		05/11/22	406.82
				BOOKS			INVOICE TOTAL:	406.82
							VENDOR TOTAL:	406.82

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0212124 BLACKSTONE PUBLISHING								
2037610-L	04/13/22	01	PLAYGROUND DVD/#101678	211-00-75-20-2120	20221154		05/11/22	41.60
				AUDIO/VISUAL				
							INVOICE TOTAL:	41.60
2038273-L	04/14/22	01	17 CDS/#101678	211-00-75-20-2120	20221182		05/11/22	791.23
				AUDIO/VISUAL				
							INVOICE TOTAL:	791.23
2040532-L	04/27/22	01	2 CDS/#101678	211-00-75-20-2120	20221240		05/11/22	94.00
				AUDIO/VISUAL				
							INVOICE TOTAL:	94.00
							VENDOR TOTAL:	926.83
0405500 DEMCO INC								
7107095-L	04/01/22	01	SIGN HOLDERS VERTICAL	211-00-75-20-2090	20221014		05/11/22	32.38
				INVENTORIAL SUPPLIES				
		02	SIGN HOLDERS HORIZONTAL	211-00-75-20-2090	20221014			32.68
				INVENTORIAL SUPPLIES				
		03	SHIPPING/#220165574	211-00-75-20-2090	20221014			10.95
				INVENTORIAL SUPPLIES				
							INVOICE TOTAL:	76.01
							VENDOR TOTAL:	76.01
0605191 FIDELITY SECURITY LIFE								
L	03/28/22	01	LIB VISION APR	999-99-00-00-1000			05/11/22	6.90
				HOLDING ACCOUNT				
							INVOICE TOTAL:	6.90
							VENDOR TOTAL:	6.90
0718015 GRAND RAPIDS CITY PAYROLL								
L	03/25/22	01	LIB 3/25 PAYROLL	999-99-00-00-1000			05/11/22	20,495.11
				HOLDING ACCOUNT				

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/11/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0718015	GRAND RAPIDS CITY PAYROLL							
L	03/25/22	02	LIB 4/8 PAYROLL	999-99-00-00-1000			05/11/22	19,555.17
				HOLDING ACCOUNT				
							INVOICE TOTAL:	40,050.28
							VENDOR TOTAL:	40,050.28
0718060	GRAND RAPIDS HERALD REVIEW							
30111-L	04/18/22	01	PT LIBR PUBLIC SVCS CLERK ADS	211-00-75-30-3510	20221149		05/11/22	420.00
				PUBLISHING & ADVERTISING				
							INVOICE TOTAL:	420.00
							VENDOR TOTAL:	420.00
0914325	INGRAM ENTERTAINMENT INC.							
3448417-L	04/18/22	01	5 DVDS/C#3206981	211-00-75-20-2120	20221153		05/11/22	111.54
				AUDIO/VISUAL				
							INVOICE TOTAL:	111.54
							VENDOR TOTAL:	111.54
0914540	INNOVATIVE OFFICE SOLUTIONS LL							
IN3755667-L	04/18/22	01	TONER 414A YL	211-00-75-20-2060	20221114		05/11/22	147.15
				COMPUTER SUPPLIES				
		02	TONER 414A BK/C#NB07789	211-00-75-20-2060	20221114			113.70
				COMPUTER SUPPLIES				
							INVOICE TOTAL:	260.85
							VENDOR TOTAL:	260.85
1209516	LINCOLN NATIONAL LIFE							
L	04/04/22	01	LIB SUPP LIFE INS APR	999-99-00-00-1000			05/11/22	78.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	78.00
							VENDOR TOTAL:	78.00

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 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/11/2022

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1301146 MARCO TECHNOLOGIES, LLC								
L	04/18/22	01	LIB APR COPIER LSE & BW/CLR CP	999-99-00-00-1000 HOLDING ACCOUNT			05/11/22	182.90
							INVOICE TOTAL:	182.90
							VENDOR TOTAL:	182.90
1309199 MINNESOTA ENERGY RESOURCES								
L	04/18/22	01	LIB MAR NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			05/11/22	579.04
							INVOICE TOTAL:	579.04
							VENDOR TOTAL:	579.04
1309335 MINNESOTA REVENUE								
L	04/20/22	01	LIB MAR SALES TAX PAYABLE	999-99-00-00-1000 HOLDING ACCOUNT			05/11/22	51.03
							INVOICE TOTAL:	51.03
							VENDOR TOTAL:	51.03
1309375 MINNESOTA UNEMPLOYMENT COMP FD								
L	03/28/22	01	LIB 2QTR20-4QTR21 UNEMP	999-99-00-00-1000 HOLDING ACCOUNT			05/11/22	8,786.96
							INVOICE TOTAL:	8,786.96
							VENDOR TOTAL:	8,786.96
1516220 OPERATING ENGINEERS LOCAL #49								
L	04/11/22	01	LIB MAY HEALTH INS PREMIUM	999-99-00-00-1000 HOLDING ACCOUNT			05/11/22	9,162.00
							INVOICE TOTAL:	9,162.00
							VENDOR TOTAL:	9,162.00
1601750 PAUL BUNYAN COMMUNICATIONS								

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MAY 11, 2022

Item 3.

7

DATE: 05/04/22
 TIME: 14:43:38
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/11/2022

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1601750 PAUL BUNYAN COMMUNICATIONS								
L	04/04/22	01	LIB APR SERV & LINE CHARGES	999-99-00-00-1000			05/11/22	317.37
				HOLDING ACCOUNT				
							INVOICE TOTAL:	317.37
							VENDOR TOTAL:	317.37
1605665 PERSONNEL DYNAMICS LLC								
51887-L	04/06/22	01	M STISH 15 HRS WE 4/2	211-00-75-30-3100	20220960		05/11/22	344.70
		02	J WINKELMAN 29 HRS WE 4/2	211-00-75-10-1050	20220960			665.55
				OTHER CONTRACTED SERVICES				
				CONTRACTED SERVICES			INVOICE TOTAL:	1,010.25
51902-L	04/13/22	01	J WINKELMAN 24 HRS WE 4/9	211-00-75-10-1050	20221056		05/11/22	550.80
				CONTRACTED SERVICES			INVOICE TOTAL:	550.80
51906-L	04/20/22	01	J WINKELMAN 29 HRS WE 4/16	211-00-75-10-1050	20221146		05/11/22	665.55
				CONTRACTED SERVICES			INVOICE TOTAL:	665.55
51930-L	04/27/22	01	J WINKELMAN 24 HRS WE 4/23	211-00-75-10-1050	20221183		05/11/22	550.80
				CONTRACTED SERVICES			INVOICE TOTAL:	550.80
51937-L	04/30/22	01	J WINKELMAN 29 HRS WE 4/30	211-00-75-10-1050	20221258		05/11/22	665.55
				CONTRACTED SERVICES			INVOICE TOTAL:	665.55
							VENDOR TOTAL:	3,442.95
1621130 P.U.C.								
L	04/11/22	01	LIB MAR UTILITIES	999-99-00-00-1000			05/11/22	2,550.84
				HOLDING ACCOUNT				
							INVOICE TOTAL:	2,550.84
							VENDOR TOTAL:	2,550.84

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MAY 11, 2022

DATE: 05/04/22
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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/11/2022

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1801610 RAPIDS PLUMBING & HEATING INC								
19011-L	03/15/22	01	RPL MOTOR FOR AHU AT LIBRARY	211-00-75-30-4070	20221043		05/11/22	1,026.00
				GENERAL EQUIP MAINT/REPAIR				
							INVOICE TOTAL:	1,026.00
							VENDOR TOTAL:	1,026.00
1901535 SANDSTROM'S INC								
402774-L	04/18/22	01	30X36 .65MIL CLR HVY 20-30GA	211-00-75-20-2150	20221115		05/11/22	31.91
		02	ROLL TOWEL WHITE/C#320023	211-00-75-20-2150	20221115			33.25
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	65.16
403199-L	04/25/22	01	TOWEL ROLL WHT/C#320023	211-00-75-20-2150	20221173		05/11/22	46.66
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	46.66
							VENDOR TOTAL:	111.82
1915248 SHI INTERNATIONAL CORP								
B15103016-L	04/20/22	01	C9200-48P + C9200-48T SWITCHES	211-00-75-20-2075	20220363		05/11/22	4,025.23
				ASSETS BETWEEN \$700-\$4999				
							INVOICE TOTAL:	4,025.23
							VENDOR TOTAL:	4,025.23
2009470 THE TIMBERJAY INC								
4781R2/2022-L	05/13/22	01	TIMBERJAY SUBSCRIPTION RENEWAL	211-00-75-20-2130	20221009		05/11/22	54.00
				NEWSPAPERS				
							INVOICE TOTAL:	54.00
							VENDOR TOTAL:	54.00
2023352 PIONEER PRESS								
12670192/APR22-L	04/11/22	01	RENEWAL 12670192 52 WEEKS	211-00-75-20-2130	20221011		05/11/22	230.76
				NEWSPAPERS				
							INVOICE TOTAL:	230.76
							VENDOR TOTAL:	230.76

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MAY 11, 2022

Item 3.

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/11/2022

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2114750			UNUM LIFE INSURANCE CO OF AMER					
L	04/18/22	01	LIB MAY LIFE INS	999-99-00-00-1000			05/11/22	15.05
				HOLDING ACCOUNT				
								INVOICE TOTAL: 15.05
								VENDOR TOTAL: 15.05
2209665			VISA					
L	04/18/22	01	USPS.COM PRIORITY MAIL	999-99-00-00-1000			05/11/22	447.50
				HOLDING ACCOUNT				
		02	ADVERT STORE-MAGNET ROLLS	999-99-00-00-1000				100.69
				HOLDING ACCOUNT				
		03	USPS-POSTAGE RETURN ITEMS	999-99-00-00-1000				12.68
				HOLDING ACCOUNT				
		04	CUSTOM INK-20 BAGS	999-99-00-00-1000				388.40
				HOLDING ACCOUNT				
								INVOICE TOTAL: 949.27
								VENDOR TOTAL: 949.27
2301700			WM CORPORATE SERVICES, INC					
L	04/11/22	01	LIB MARCH SERVICE	999-99-00-00-1000			05/11/22	137.47
				HOLDING ACCOUNT				
								INVOICE TOTAL: 137.47
								VENDOR TOTAL: 137.47
								TOTAL ALL INVOICES: 78,276.97

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **APRIL 30, 2022**

Item 3.

Account Number	Account Description	2022 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	4,800	4%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	8,045	152%
211-00-34-00-7970	PHOTO COPIES	2,000	650	33%
211-00-34-00-7975	INTERNET	2,000	583	29%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	100	100%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	8,575	47%
211-00-34-00-7990	FAX MACHINE USE	500	169	34%
211-00-35-00-1030	LIBRARY FINES	-	6	0%
211-00-37-00-2310	DONATIONS	1,500	5,960	397%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,423	109%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	7,252	0%
211-00-37-00-2375	MEETING ROOM RECEIPTS	2,000	-	0%
211-00-37-00-2450	MISCELLANEOUS	-	1,090	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	479	16%
		923,212	39,131	4%
211-00-39-00-5500	FUND BALANCE USAGE	-	-	0%
211-00-75-00-7200	OPERATING TRANSFER OUT	-	-	0%
211-00-75-10-1010	SALARY-FULL TIME	387,168	111,683	29%
211-00-75-10-1030	SALARY-PARTTIME	80,820	20,298	25%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	5,506	65%
211-00-75-10-1210	PERA	35,099	9,899	28%
211-00-75-10-1220	FICA	29,015	8,116	28%
211-00-75-10-1250	MEDICARE	6,786	1,898	28%
211-00-75-10-1310	HEALTH INSURANCE	116,541	36,648	31%
211-00-75-10-1330	LIFE INSURANCE	232	101	44%
211-00-75-10-1347	VISION INSURANCE	-	2	0%
211-00-75-10-1510	WORKERS COMPENSATION	3,018	849	28%
211-00-75-20-2010	OFFICE SUPPLIES	8,500	2,296	27%
211-00-75-20-2020	COPY SUPPLIES	1,500	118	8%
211-00-75-20-2030	PRINTING/BINDING	1,000	179	18%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	1,046	35%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	-	0%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	12,000	12,484	104%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	603	60%
211-00-75-20-2095	PRGM SUP & MATERIALS	500	571	114%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	1,723	86%
211-00-75-20-2110	BOOKS	39,000	20,661	53%
211-00-75-20-2120	AUDIO/VISUAL	9,000	2,773	31%
211-00-75-20-2130	NEWSPAPERS	2,000	1,174	59%
211-00-75-20-2140	PERIODICALS	7,500	26	0%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	475	16%
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	-	360	0%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	-	0%
211-00-75-30-3010	ACCOUNTING SERVICES	1,500	-	0%
211-00-75-30-3070	LAUNDRY	1,000	218	22%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	2,975	15%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	26,323	3,799	14%
211-00-75-30-3210	TELEPHONE	6,000	1,548	26%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	908	26%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	331	17%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	420	70%
211-00-75-30-3610	GENERAL INSURANCE	9,000	6,868	76%
211-00-75-30-3810	ELECTRICITY	35,000	7,467	21%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **APRIL 30, 2022**

Item 3.

Account Number	Account Description	2022 Budget	Year to Date	Percent of Budget
211-00-75-30-3840	GARBAGE REMOVAL	2,000	412	21%
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	2,044	26%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	2,140	23%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	2,602	17%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	1,079	12%
211-00-75-30-4030	ONLINE SERVICES	3,500	983	28%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	1,026	13%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	482	32%
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	200	-	0%
	TOTAL EXPENDITURES	923,212	274,793	30%
	SURPLUS REVENUES/(EXPENDITURES)	-	(235,661)	

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE FOUR MONTHS ENDING APRIL 30, 2022
With Comparative Totals for April 30, 2021

	2021 Actual	2022 Actual	2022 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	436,094	455,970	455,970	
Compensated Absences	39,408	46,367	46,367	
Emergency/unanticipated Expenditures	61,708	64,625	64,625	
Major Equipment Replacement	79,702	89,566	89,566	
TOTAL FUND BALANCE 1/1/XX	616,912	656,528	656,528	
Revenues:				
Taxes	-		759,331	0%
Intergovernmental	-	4,800	128,000	4%
Charges for Services	8,329	18,122	28,082	65%
Fines & Forfeits	58	6	-	0%
Blandin Grant	-		-	0%
GR Library Foundation	-	7,252	-	0%
Miscellaneous	4,959	8,952	7,800	115%
Other Sources-Operating Transfer	-		-	0%
Other Sources (Fund Balance Usage)	-		-	0%
TOTAL REVENUES	13,347	39,131	923,213	4%
Expenditures:				
Personnel	171,052	195,001	667,190	29%
Supplies/Materials	26,088	44,488	92,500	48%
Other Services/Charges	37,860	35,303	163,523	22%
Blandin Grant	-		-	0%
TOTAL EXPENDITURES	235,000	274,793	923,213	30%
OPERATING SURPLUS (DEFICIT)	(221,653)	(235,661)	-	
Gr Rapids Library Foundation Captl Grant	-		-	0%
Capital Outlay	-		-	0%
Fund Balance 4/30/XX				
Cash Flow	214,441	220,309	455,970	
Compensated Absences	39,408	46,367	46,367	
Emergency/unanticipated Expenditures	61,708	64,625	64,625	
Major Equipment Replacement	79,702	89,566	89,566	
TOTAL FUND BALANCE 4/30/XX	\$ 395,259	\$ 420,867	\$ 656,528	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$38,963 as of 3/31/22. This endowment is not available for current operations.

RESOLUTION NO. 2022-04
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:

Anonymous

\$500.00 – Donation for DVD collection

Arrowhead Library System

\$4,800.00 - American Rescue Plan Act (ARPA) Sub grant

Friends of the Library

\$139.79 – Lego Wall in the Young Adult area

\$785.35 – Caregiver books for the Children’s Library

\$110.70 – Book Club Kit Project (Community Foundation Grant)

\$76.01 – Friends Book Store Signage

\$295.90 – Book Club Kit Project (Community Foundation Grant)

Grand Rapids North Star Women’s Club

\$150.00 in remembrance of Cheryl Thueson, Joyce Winston, and Juneth Riste

Library Foundation

\$1,624.80 – Children’s Endowment reimbursement (discovery kits)

\$4,000.00 – Story Time reimbursement

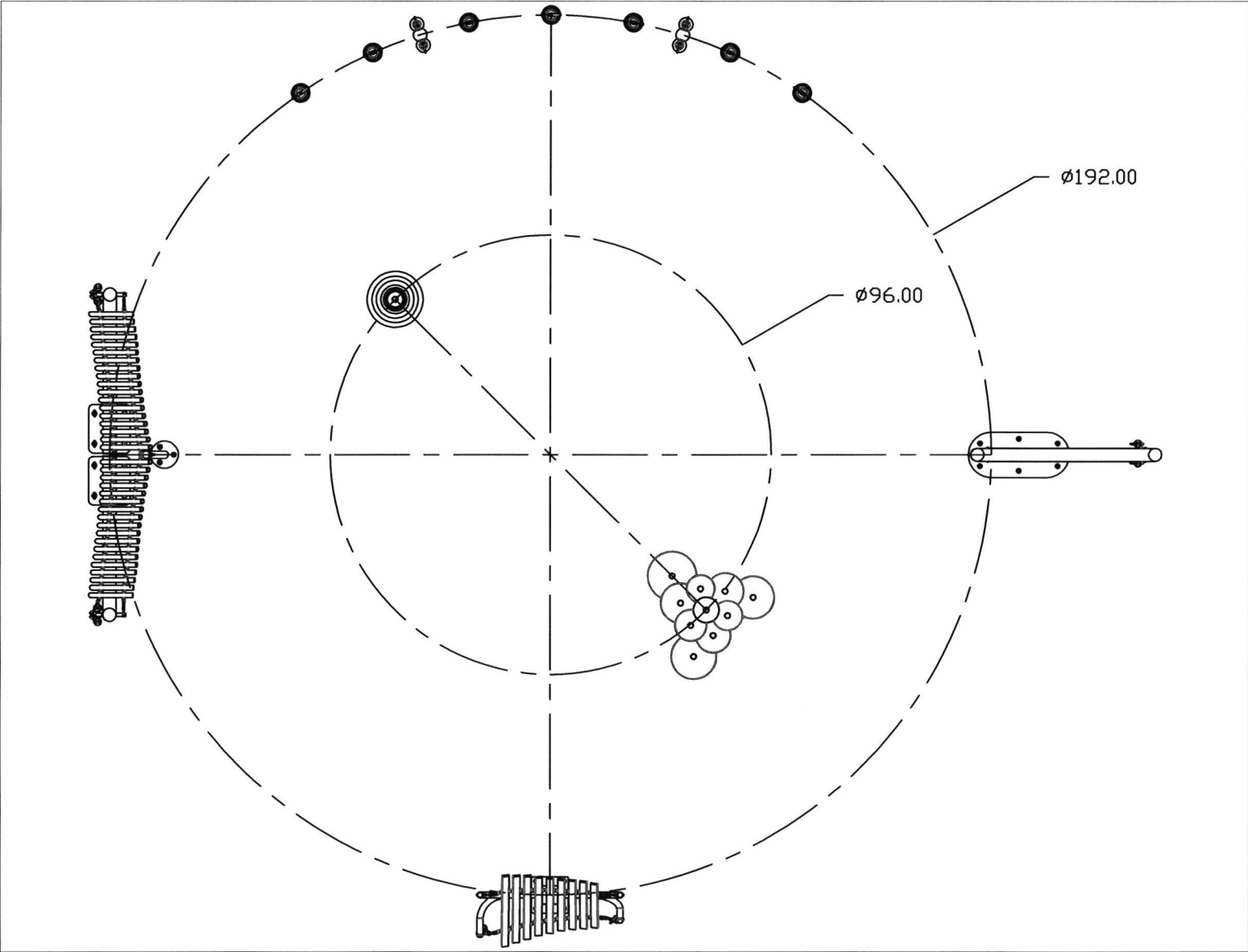
Town of Wabana

\$1,000.00 - Township Contribution

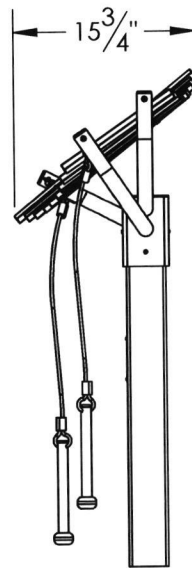
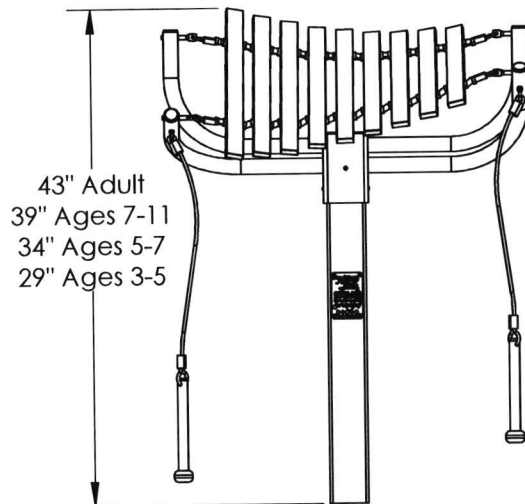
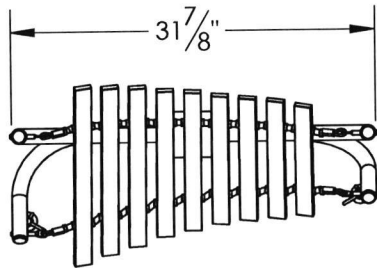
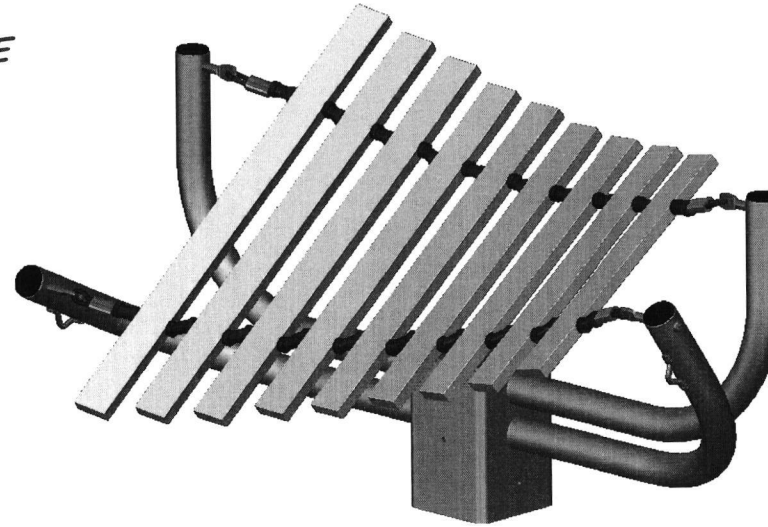
Adopted this 11th day of May, 2022

Jean MacDonell, President

Lisa Tabbert, Secretary



ARIA INSTALLATION GUIDE



Main Features:

- C Major Pentatonic
- Steel Powder Coated Frame
- Anodized Aluminum Bars
- Stainless Steel Hardware

Contents:

- SHEET 2 - Parts List and Instrument to Post Installation
- SHEET 3 - In Ground Installation
- SHEET 4 - Surface Mount Installation

Weights:

- Instrument Weight, 35lbs.
- Boxed Instrument Weight, 44lbs.
- Boxed Post Weight, 28-36lbs.

FREENOTES HARMONY PARK
544 CHESTNUT ST.
CHATTANOOGA, TN 37402
TEL: 833.262.1569

WWW.FREENOTESHARMONYPARK.COM

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TITLE:
Aria - Installation Guide

DWG. NO. ARIA-INSTALL

REVISION: B

SCALE: 1:16

DATE: 1/30/2019

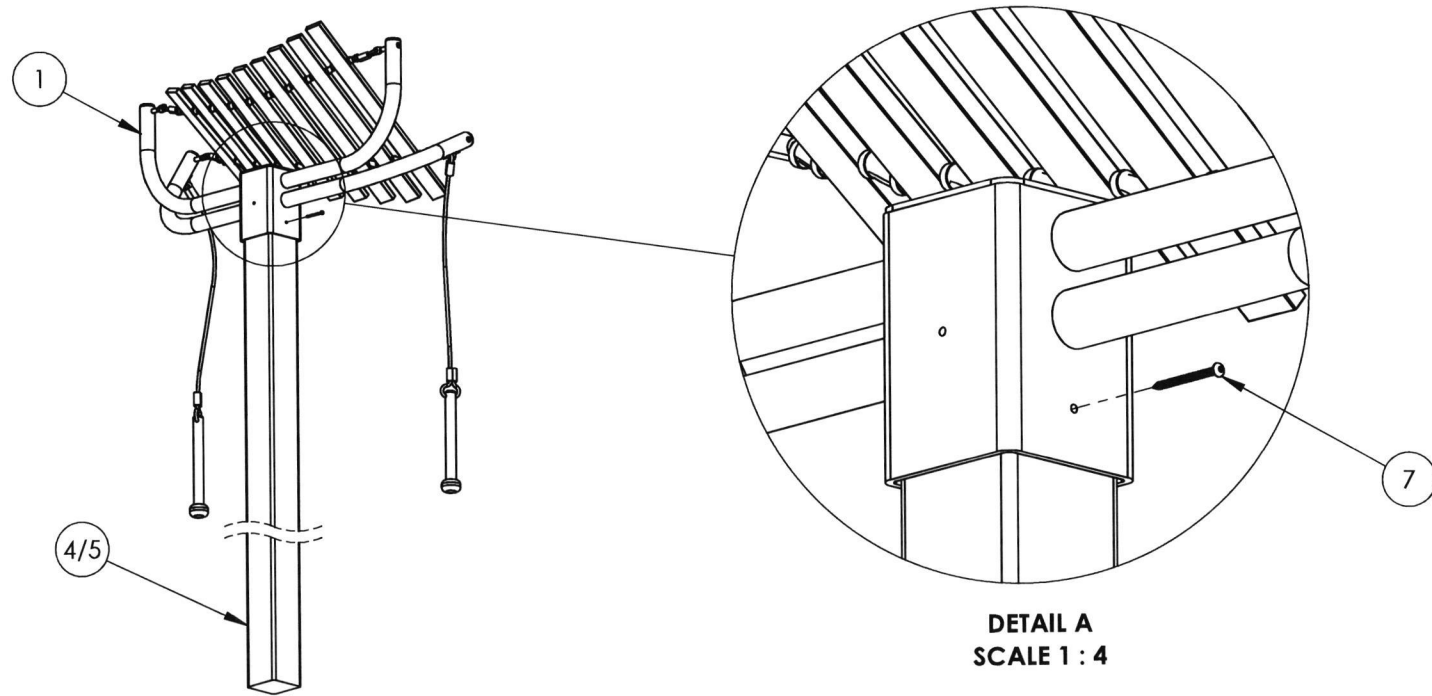
SHEET 1 OF 4

Parts List:

ITEM NO.	PART NUMBER	DESCRIPTION	In Ground Recycled QTY.	In Ground Steel QTY.	Surface Mount Recycled QTY.	Surface Mount Steel QTY.
1	ARIA-BOM-REC	Pre-Assembly - Aria Instrument (For Recycled Post)	1	-	1	-
2	ARIA-BOM-STL-IG	Pre-Assembly - Aria Instrument (For Steel In Ground)	-	1	-	-
3	ARIA-BOM-STL-SM	Pre-Assembly - Aria Instrument (For Steel Surface Mount)	-	-	-	1
4	POST-REC-68-DEG0-SIGN	In Ground Recycled Post, 68"lg. w/ Name Plate	1	-	-	-
5	POST-REC-32-DEG0-SIGN	Surface Mount Recycled Post, 32"lg. w/ Name Plate	-	-	1	-
6	SM-BASE-REC	Surface Mount Base HDPE, For Recycled Post (1.5" Black)	-	-	1	-
7	10N200TBTS	#10 Button Head Screw, 2"lg. SS, T25 tamp	4	-	4	-
8	POW 07315	3/8"-16 Wedge Expansion Anchor, 3.75"lg. SS	-	-	-	4
9	POW 07316	3/8"-16 Wedge Expansion Anchor, 5"lg. SS	-	-	4	-
10	9267K43	35/64" Hex Nut Cap	-	-	4	4
11	31N500BHLS	5/16" Hex Head Lag Bolt, 5"lg. SS	-	-	2	-
12	12192	T25 x 1" Driver (Tamper Resistant)	1	-	1	-

Step 1: The Steel Post Options do not require assembling the Instrument to the Post, as the Post and Instrument are one unit. If mounting to a Recycled Post, follow the instructions below.

Step 2: With two people, situate the Instrument onto the Post. Predrill 5/32" pilot holes into the Posts through the existing holes on the Instrument Frame. Fasten the Instrument to the Post with the provided #10 Button Head Screws and Security Driver.



DETAIL A
SCALE 1 : 4

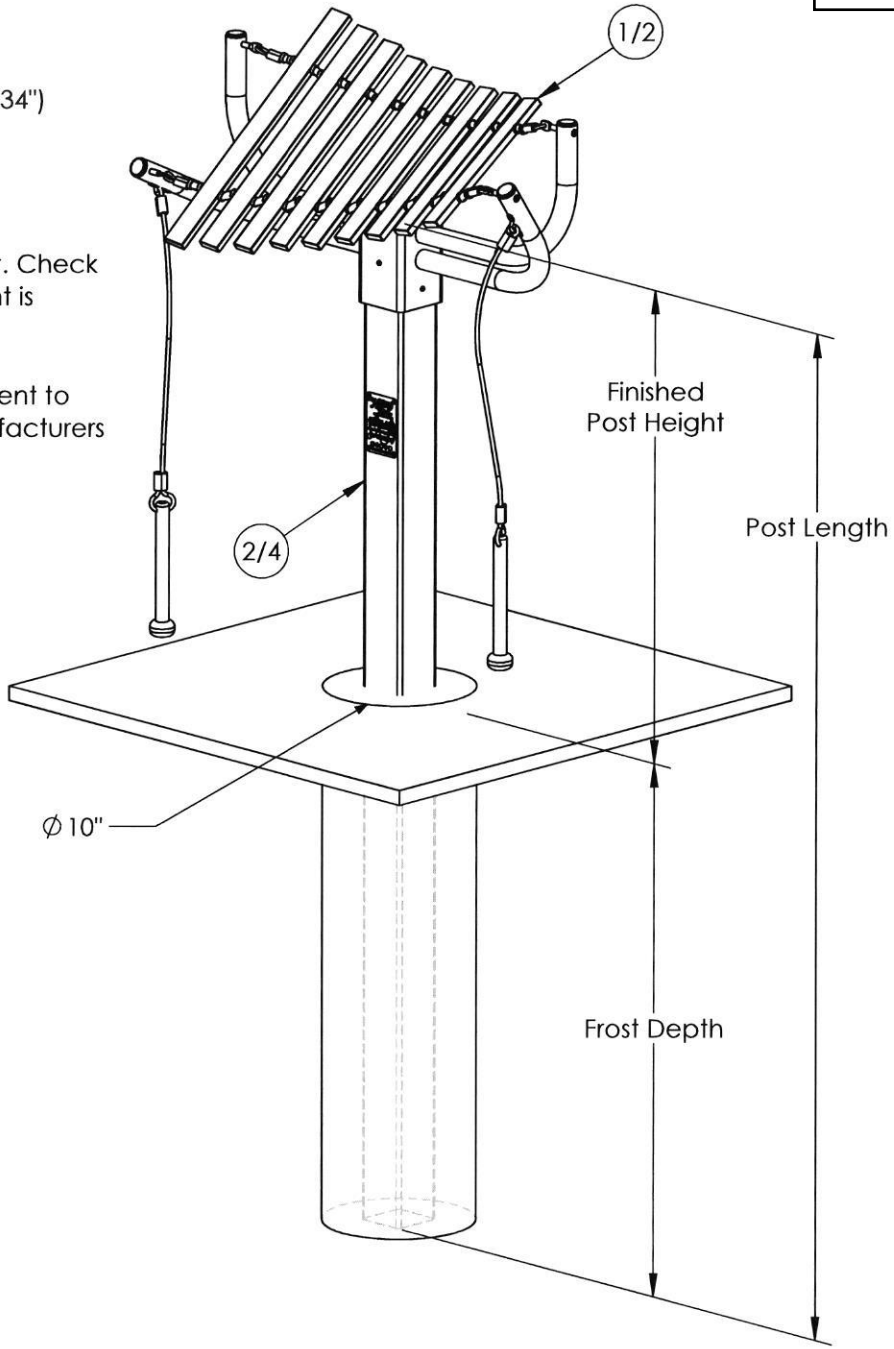
Step 1: Excavate one 10" diameter hole, 36" deep, at the installation location. Contractor can modify Post to desired height.
Post Length = Frost Depth (36" Recommended) + Finished Post Height

Finished Post Height Guideline: (Ages 3-5, 20") (Ages 5-7, 25") (Ages 7-11, 30") (Adult, 34")

Step 2: With two people, lower the Post with the Instrument attached into the excavated hole.

Step 3: Verify the correct placement, levelness, and finished height of the Instrument. Check for sufficient clearance around the Instrument, a 36" perimeter around the Instrument is recommended for wheelchair accessibility.

Step 4: Last pour concrete around the post. It is recommended to brace the Instrument to hold it rigid while the concrete cures. Leave to set according to the concrete manufacturers guidelines. Approximately (3) 80lb. bags will be needed.



Step 1: Standard height for Surface Mount Posts are 36". The Recycled Post may be modified in the field to the following heights: (Ages 3-5, 20") (Ages 5-7, 25") (Ages 7-11, 30") (Adult, 34")
The height of Surface Mount Steel Posts can not be adjusted.

Step 2: Determine installation location. Verify concrete footing is a minimum of 24" long x 24" wide x 6" thick. If the concrete pad is at an angle, steel washers are required to act as shims (Shims not provided). If there is not already an existing pad, approximately (4) 80lb. bags will be needed. Allow concrete to cure per concrete manufacturers guidelines.

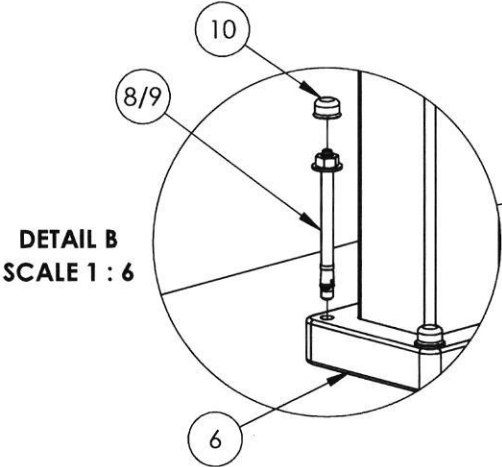
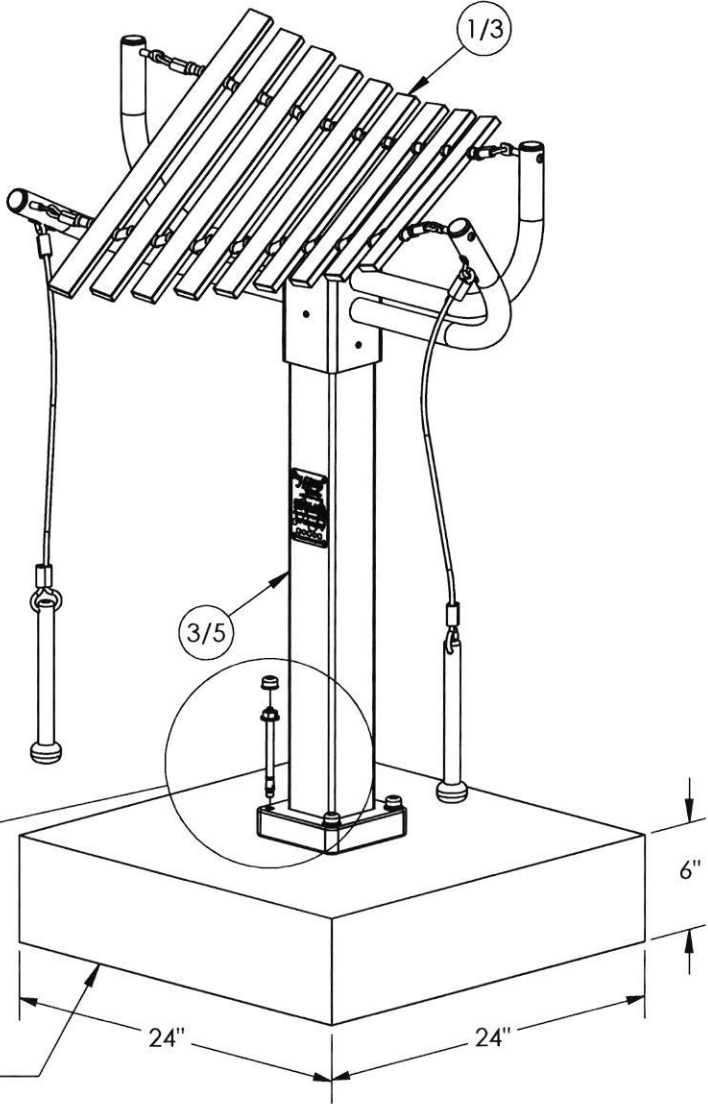
Step 3 (Recycled Post Only): Install the Surface Mount Base to the bottom of the Post. Align the holes on the Base with the holes on the Post. The Base should fit snugly around the Post. Fasten them together with the provided 5/16" Hex Head Lag Bolts.

Step 4: With two people place the Instrument Assembly with Post attached onto the concrete pad and mark the center of the holes on the surface mount base. After you have made your marks, set aside the Instrument in order to drill for anchor holes. With a hammer or rotary drill, drill through concrete at marked locations. Drill to a minimum depth of 4". A 3/8" masonry drill bit will be needed.

Step 5: Place the Instrument back over the drilled out holes. Insert provided anchor bolts into aligned holes. Position anchor nut so that it is flush with the top of the bolt. Pound anchor bolts into the hole until the anchor washer is flush with the surface mount base. Tighten anchor bolts until they are snug. Cover remaining bolt sections with provided nut caps.

Step 6: Verify the correct placement, levelness, and finished height of the Instrument. Check for sufficient clearance around the Instrument, a 36" perimeter around the Instrument is recommended for wheelchair accessibility.

Step 7: If installing onto wet concrete, us the wet set anchor manufacturers guidelines for installation procedures.

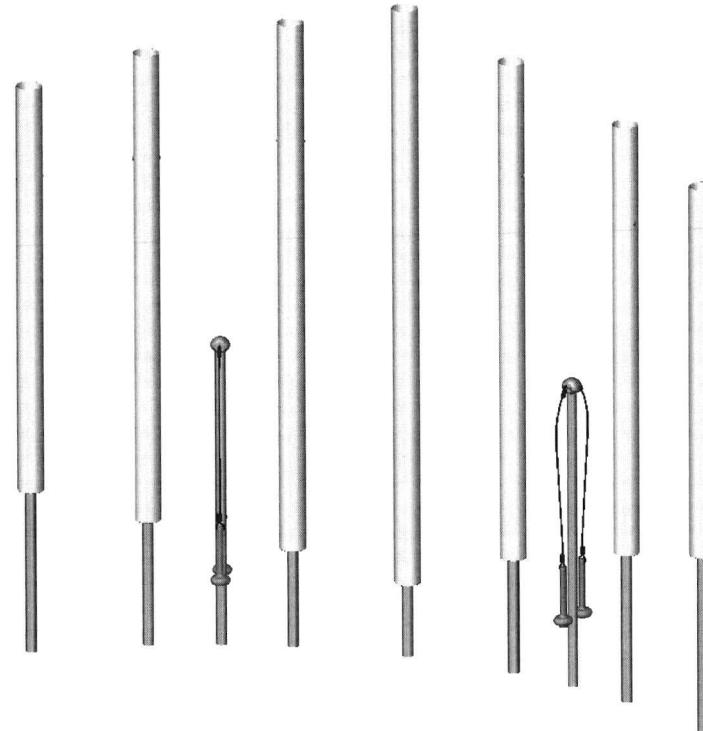
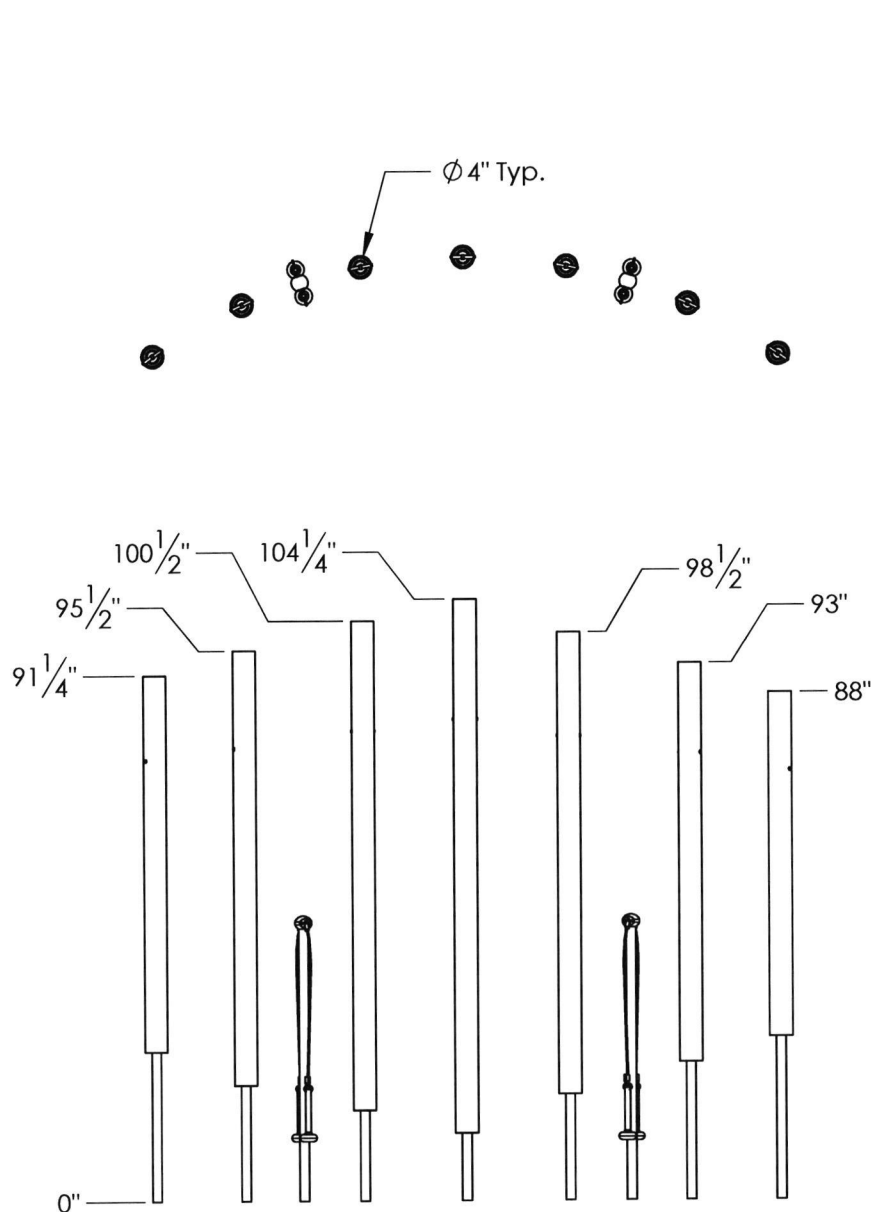


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CONTRABASS CHIMES INSTALLATION GUIDE



Main Features:

- C Major Pentatonic
- Steel Powder Coated Support Poles
- Anodized Aluminum Chimes
- Stainless Steel Hardware

Contents:

- SHEET 2 - In Ground Installation w/ Parts List
- SHEET 3 - Surface Mount Installation w/ Parts List

Weights:

- Instrument Weight, 30-35lbs per chime
- Boxed Instrument Weight, 35-40lbs. per chime
- Mallet Pole Weight, 37lbs.
- Boxed Mallet Pole Weight, 40lbs.

TITLE: Contrabass Chimes - Installation Guide

DWG. NO. CCH-INSTALL

REVISION: B

SCALE: 1:32

DATE: 1/30/2019

SHEET 1 OF 3

Parts List:

ITEM NO.	DESCRIPTION	QTY.
1	Contrabass Chimes - In Ground Chime Assembly 1	1
2	Contrabass Chimes - In Ground Chime Assembly 2	1
3	Contrabass Chimes - In Ground Chime Assembly 3	1
4	Contrabass Chimes - In Ground Chime Assembly 4	1
5	Contrabass Chimes - In Ground Chime Assembly 5	1
6	Contrabass Chimes - In Ground Chime Assembly 6	1
7	Contrabass Chimes - In Ground Chime Assembly 7	1
8	Contrabass Chimes - In Ground Mallet Pole Assembly	2

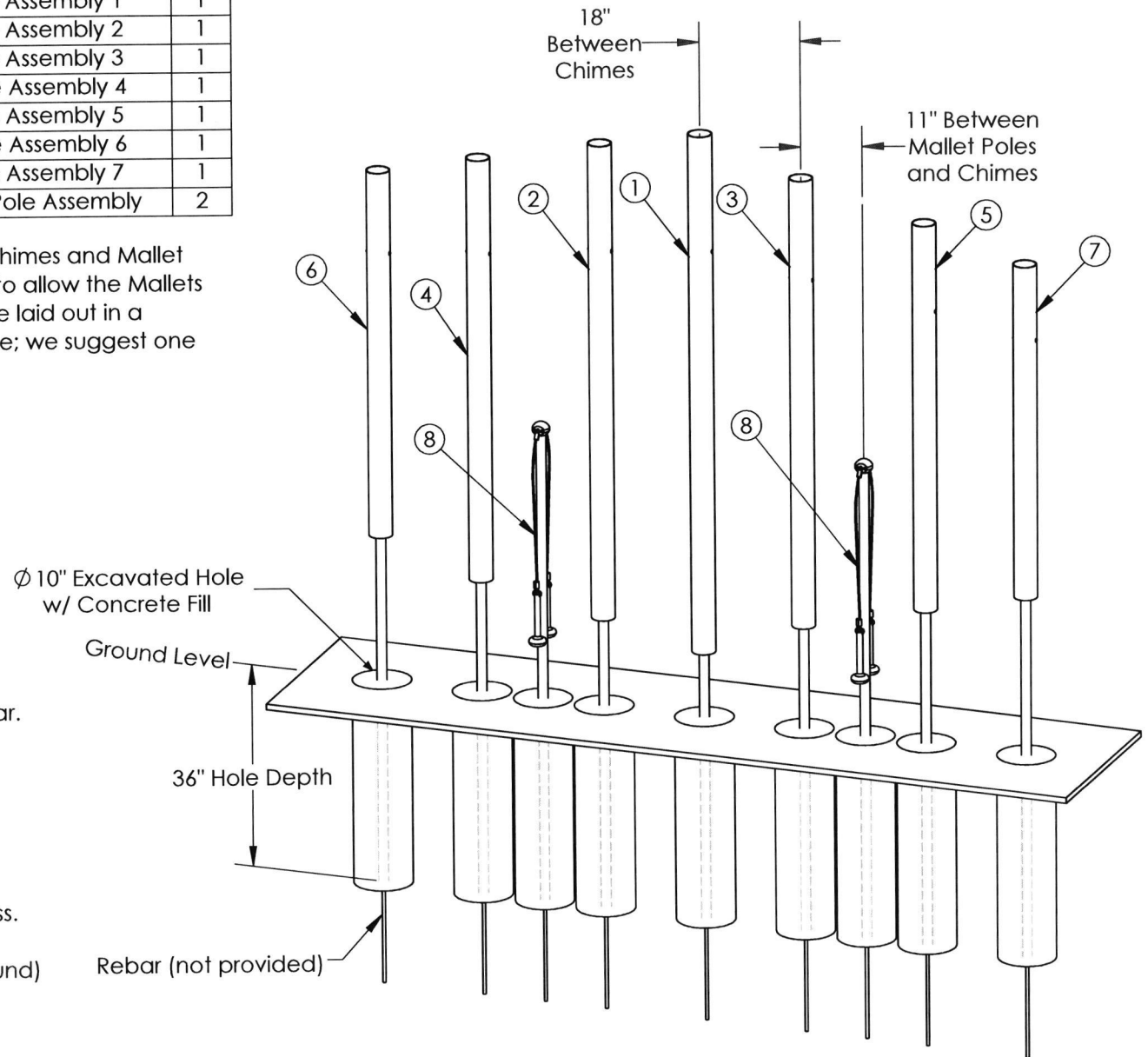
Step 1: Determine your layout. Spacing between Chimes and Mallet Poles must be maintained per the diagram shown to allow the Mallets to reach each Chime. Although the Chimes can be laid out in a variety of styles such as an arc, wave, or straight-line; we suggest one of the following layout orders:

- #6, #4, Mallet Pole, #2, #1, #3, Mallet Pole, #5, #7
or
 #1, #2, Mallet Pole, #3, #4, #5, Mallet Pole, #6, #7

Step 2: After choosing your layout, excavate (9) 10" Diameter holes, at 36" deep.

Step 3 (Optional): Pound 18" of 36" long Steel Rebar (not provided) into the center of each hole. This process helps with keeping the Chimes vertical while the concrete cures. Place each Chime and Mallet Pole into their hole over the rebar.

Step 4: Place each Chime and Mallet Pole into their hole, then pour concrete around the poles within the holes. Check that everything is level. Leave concrete to set according to the concrete manufacturer's guidelines. If necessary, brace the Chimes to hold them rigid during the curing process. Approximately (27) 80lb. bags will be needed. (Chimes must be as vertical as possible for best sound)



Parts List:

ITEM NO.	DESCRIPTION	QTY.
1	Contrabass Chimes - Surface Mount Chime Assembly 1	1
2	Contrabass Chimes - Surface Mount Chime Assembly 2	1
3	Contrabass Chimes - Surface Mount Chime Assembly 3	1
4	Contrabass Chimes - Surface Mount Chime Assembly 4	1
5	Contrabass Chimes - Surface Mount Chime Assembly 5	1
6	Contrabass Chimes - Surface Mount Chime Assembly 6	1
7	Contrabass Chimes - Surface Mount Chime Assembly 7	1
8	Contrabass Chimes - Surface Mount Mallet Pole, 48" lg.	2
9	3/8"-16 Wedge Expansion Anchor, 3.75"lg. SS	27
10	35/64" Hex Nut Cap	27

Item 5.

Step 1: Determine your layout. Spacing between Chimes and Mallet Poles must be maintained per the diagram shown to allow the Mallets to reach each Chime. Although the Chimes can be laid out in a variety of styles such as an arc, wave, or straight-line; we suggest one of the following layout orders:

#6, #4, Mallet Pole, #2, #1, #3, Mallet Pole, #5, #7

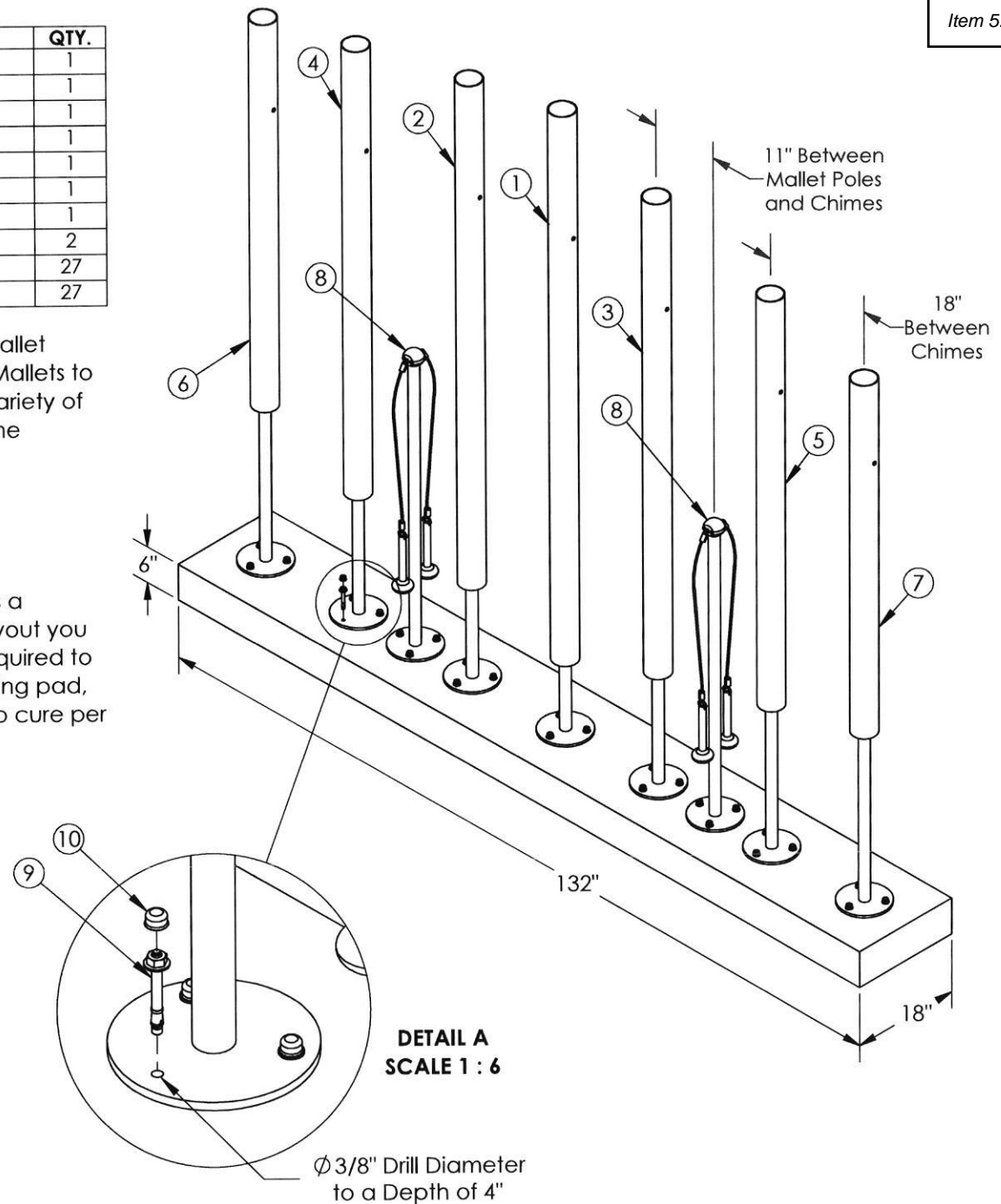
or

#1, #2, Mallet Pole, #3, #4, #5, Mallet Pole, #6, #7

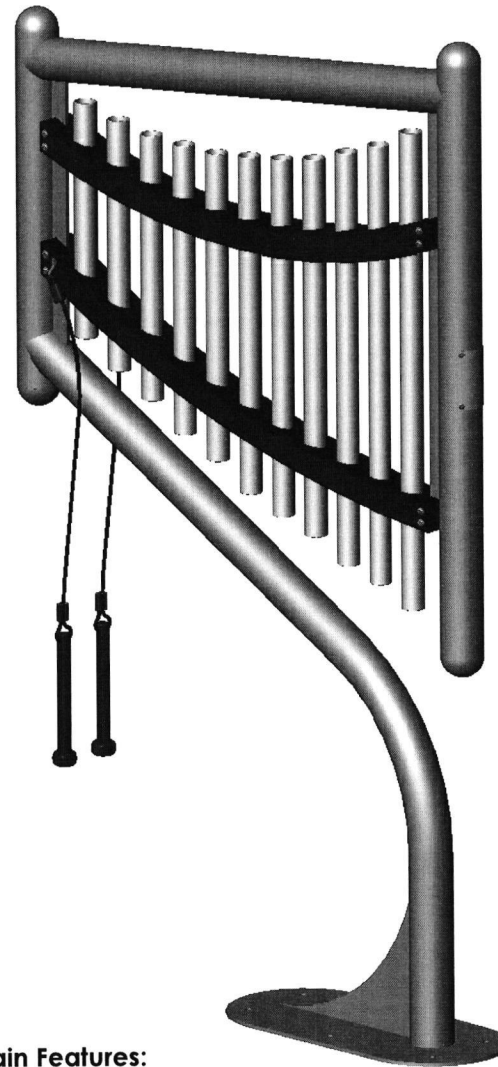
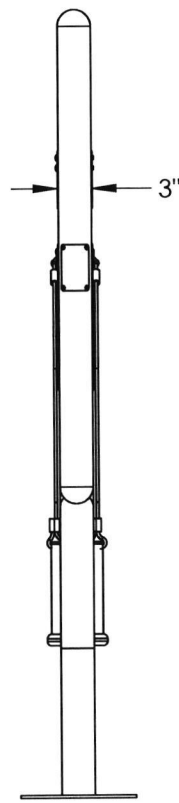
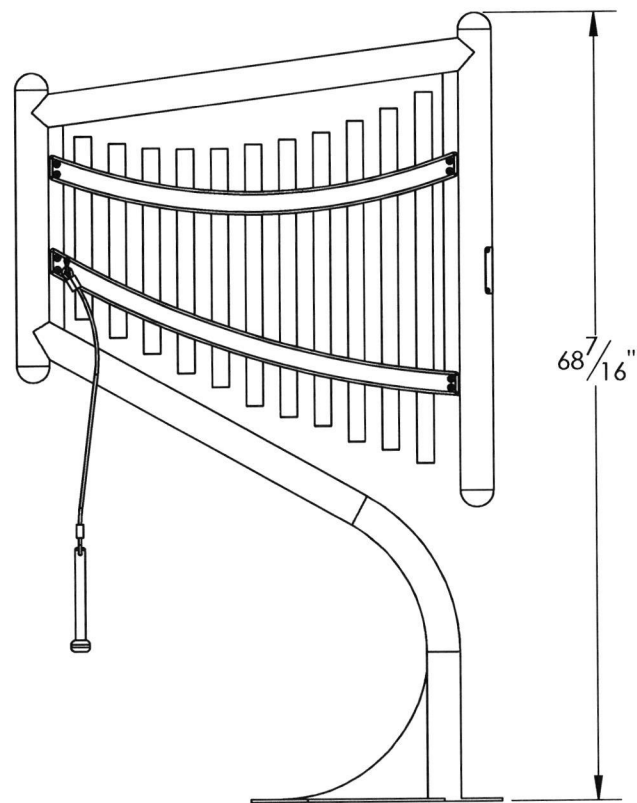
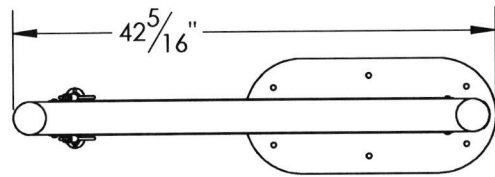
Step 2: Determine installation location. Verify concrete footing is a minimum of 132" long x 18" wide x 6" thick, depending on the layout you go with. If the concrete pad is at an angle, steel washers are required to act as shims (Shims not provided). If there is not already an existing pad, approximately (23) 80lb. bags will be needed. Allow concrete to cure per concrete manufacturers guidelines.

Step 3: With two people place the Chimes and Mallet Poles individually onto the concrete pad and mark the center of the holes on the surface mount plates. After you have made your marks, set aside the Chimes and Mallet poles in order to drill for anchor holes. With a hammer or rotary drill, drill through concrete at marked locations. Drill to a minimum depth of 4". A 3/8" masonry drill bit will be needed.

Step 4: Place the Chimes and Mallet Poles back over the drilled out holes. Insert provided anchor bolts into aligned holes. Position anchor nut so that it is flush with the top of the bolt. Pound anchor bolts into the hole until the anchor washer is flush with the surface mount base. Tighten anchor bolts until they are snug. Cover remaining bolt sections with provided nut caps.



HARP INSTALLATION GUIDE



Main Features:

- C Major Pentatonic
- Powder Coated Steel Frame
- Anodized Aluminum Chimes
- Stainless Steel Hardware

Contents:

- SHEET 2 - In Ground and Surface Mount Installation w/ Parts List

Weights:

- Instrument Weight, 111lbs.
- Boxed Instrument Weight, 147lbs.

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TITLE:
Harp - Installation Guide

DWG. NO. HRP-INSTALL

REVISION: A

SCALE: 1:16

DATE: 2/8/2018

SHEET 1 OF 2

39

Parts List:

ITEM NO.	PART DESCRIPTION	QTY.
1	Harp Instrument Assembly	1
2	3/8"-16 Wedge Expansion Anchor, 3.75"lg. SS	6
3	35/64" Hex Nut Cap	6

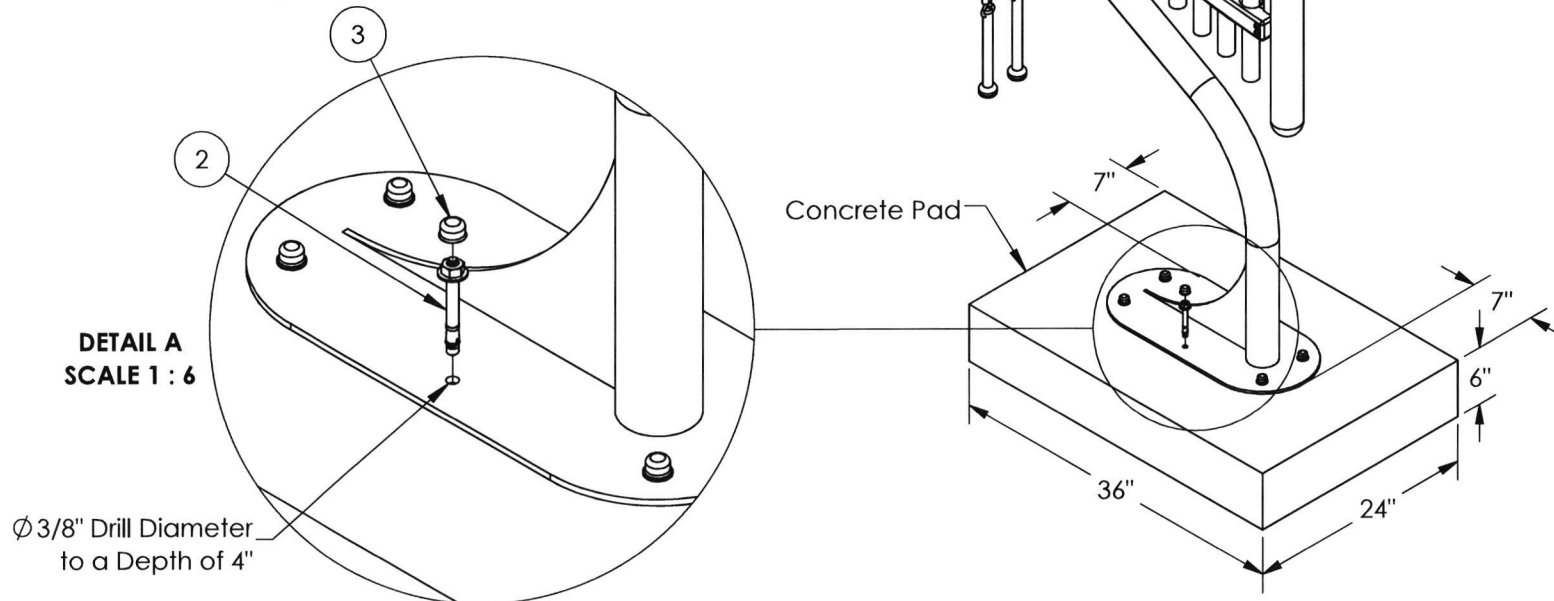
Step 1: Determine installation location. Verify concrete footing is a minimum of 36" long x 24" wide x 6" thick. If the concrete pad is at an angle, steel washers are required to act as shims (Shims not provided). If there is not already an existing pad, approximately (5) 80lb. bags will be needed. Allow concrete to cure per concrete manufacturers guidelines. (If a In-Ground appearance is desired recess the concrete pad 4" below finished grade)

Step 2: With two people place the Instrument Assembly onto the concrete pad and mark the center of the holes on the surfacemount plate. After you have made your marks, set aside the Instrument in order to drill for anchor holes. With a hammer or rotary drill, drill through concrete at marked locations. Drill to a minimum depth of 4". A 3/8" masonry drill bit will be needed.

Step 3: Place the Instrument back over the drilled out holes. Insert provided anchor bolts into aligned holes. Position anchor nut so that it is flush with the top of the bolt. Pound anchor bolts into the hole until the anchor washer is flush with the steel base. Tighten anchor bolts until they are snug. Cover remaining bolt sections with provided nut caps.

Step 4: Verify the correct placement, levelness, and finished height of the instrument. Also check for sufficient clearance around the instrument. A 36" perimeter around the instrument is recommended for wheelchair accessibility.

Step 5: If installing onto wet concrete, us the wet set anchor manufacturers guidelines for installation procedures.



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TITLE:
In Ground and Surface Mount Installation
with Parts List

DWG. NO. HRP-INSTALL

REVISION: A

SCALE: 1:16

DATE: 2/8/2018

SHEET 2 OF 2

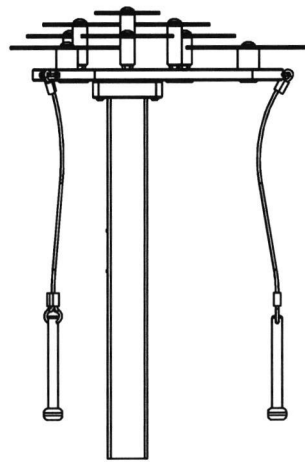
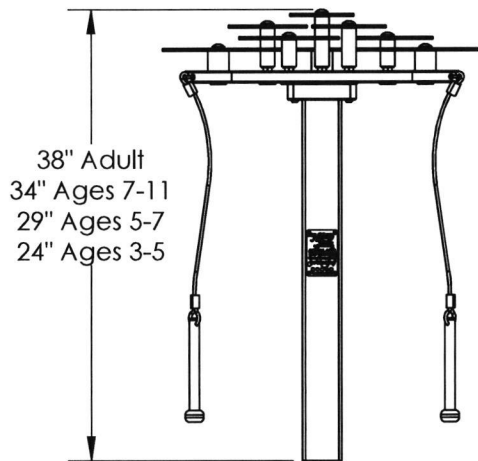
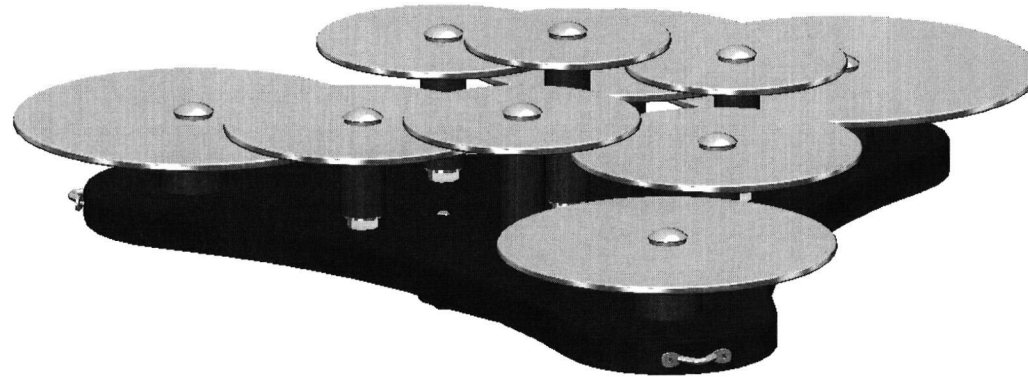
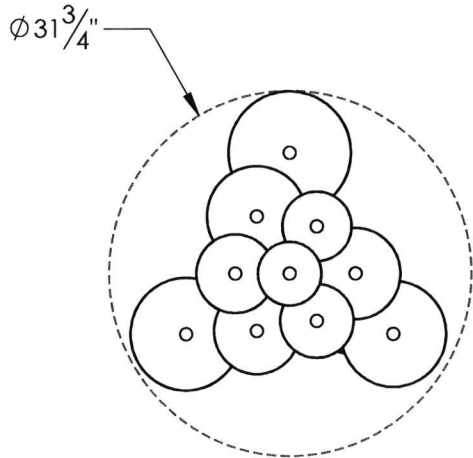
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LILYPAD CYMBALS INSTALLATION GUIDE



Main Features:

- C Major Pentatonic
- Recycled HDPE Frame
- Anodized Aluminum Cymbals
- Stainless Steel Hardware

Contents:

- SHEET 2 - Parts List and Instrument to Post Installation
- SHEET 3 - In Ground Installation
- SHEET 4 - Surface Mount Installation

Weights:

- Instrument Weight, 28lbs.
- Boxed Instrument Weight, 35lbs.
- Boxed Post Weight, 20l-36lbs.

TITLE: Lilypad Cymbals - Installation Guide
 DWG. NO. LPAD-INSTALL

REVISION: B

SCALE: 1:16

DATE: 12/7/2018

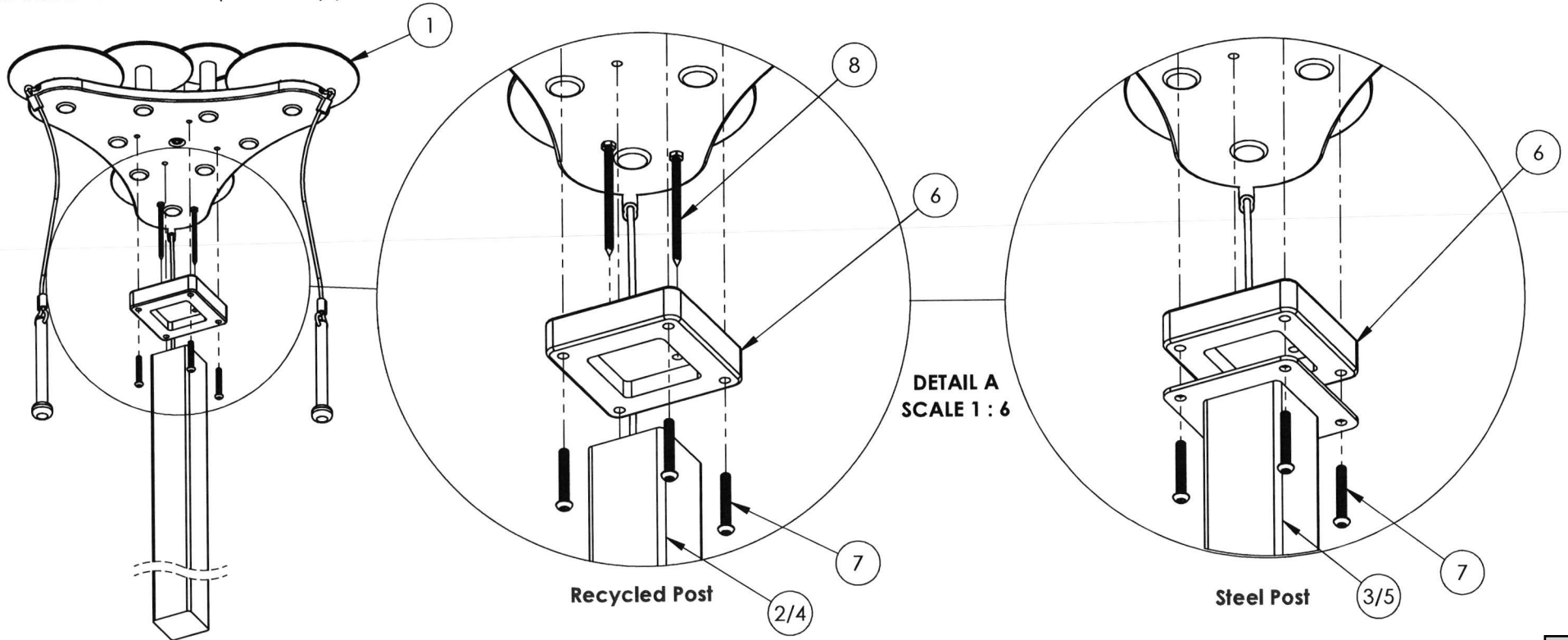
SHEET 1 OF 4

Parts List:

ITEM NO.	PART NUMBER	DESCRIPTION	In Ground Recycled QTY.	In Ground Steel QTY.	Surface Mount Recycled QTY.	Surface Mount Steel QTY.
1	LPAD-BOM	Pre-Assembly - Lilypad Cymbals Instrument	1	1	1	1
2	POST-REC-68-DEG0-SIGN	In Ground Recycled Post, 68"lg. w/ Name Plate	1	-	-	-
3	LPAD-IG-POST-STL-SIGN	Lilypad Cymbals - In Ground Steel Post, 67"lg. w/ Name Plate (Powder-coated)	-	1	-	-
4	POST-REC-32-DEG0-SIGN	Surface Mount Recycled Post, 32"lg. w/ Name Plate	-	-	1	-
5	LPAD-SM-POST-STL-SIGN	Lilypad Cymbals - Surface Mount Steel Post, 31"lg. w/ Name Plate (Powder-coated)	-	-	-	1
6	SM-BASE-REC	Surface Mount Base, For Recycled Post	1	1	2	1
7	316.2500TBSS	3/8"-16 Button Head Screw, 2.5"lg. SS, T45 temp	4	4	4	4
8	31N500BHLS	5/16" Hex Head Lag Bolt, 5"lg. SS	2	-	4	-
9	9267K43	35/64" Hex Nut Cap	-	-	4	4
10	POW 07316	3/8"-16 Wedge Expansion Anchor, 5"lg. SS	-	-	4	-
11	POW 07315	3/8"-16 Wedge Expansion Anchor, 3.75"lg. SS	-	-	-	4
12	12265	T40 x 1" Driver	1	1	1	1

Step 1 (Recycled Post Only): Install one of the Surface Mount Bases to the top of the Post. Align the holes on the Base with the holes on the Post. Fasten them together with the provided 5/16" Hex Head lag Bolts.

Step 2 : Align Post holes and/or Surface Mount Base holes with the holes on the bottom of the Instrument Assembly. Fasten the Post to the Instrument with the provided (4) 3/8"-16 Button Head Screws and Security Driver.



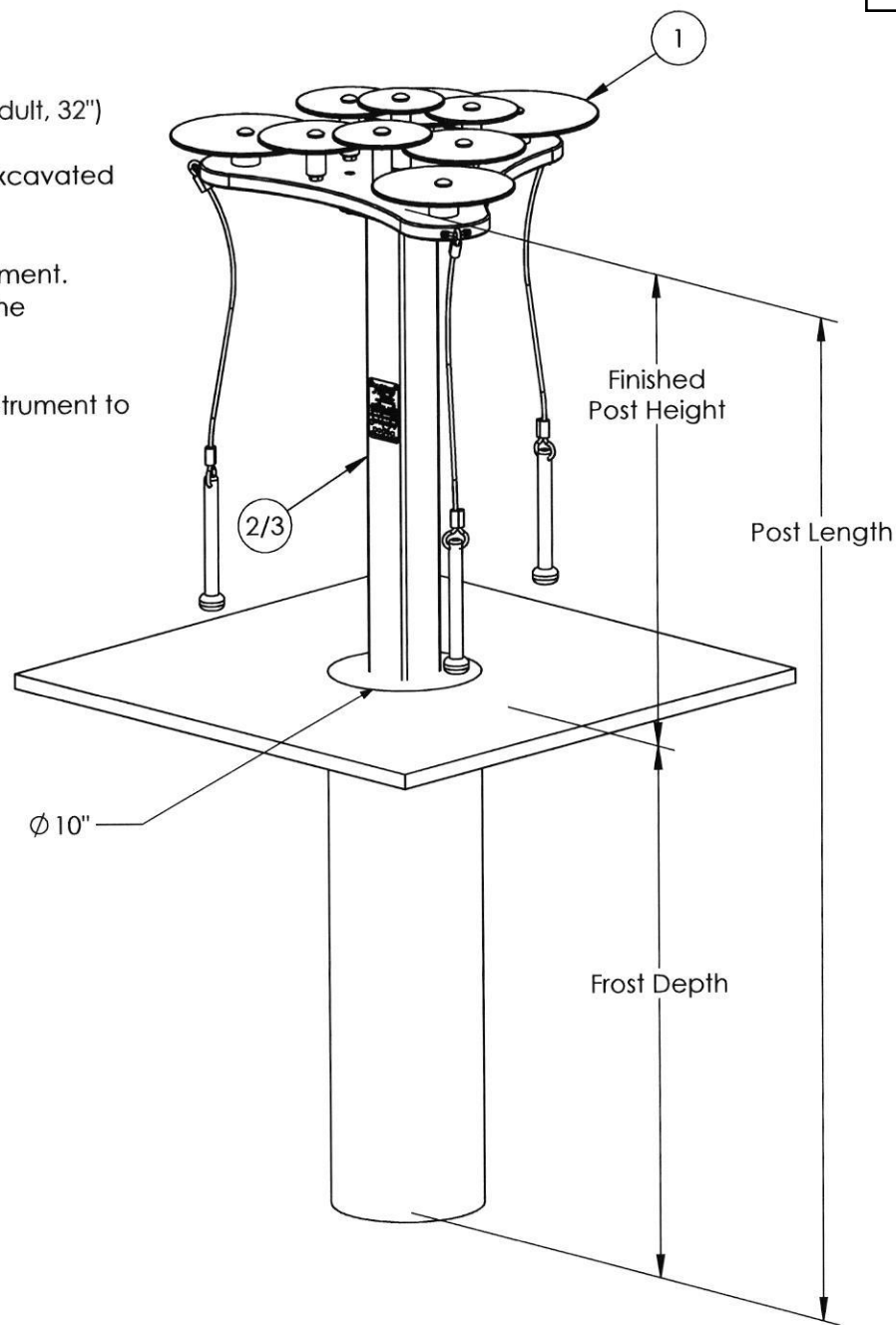
Step 1: Excavate one 10" diameter hole, 36" deep, at the installation location.
Contractor can modify Post to desired height.
Post Length = Frost Depth (36" Recommended) + Finished Post Height

Finished Post Height Guideline: (Ages 3-5, 18") (Ages 5-7, 23") (Ages 7-11, 28") (Adult, 32")

Step 2: With two people, lower the Post with the Instrument attached into the excavated hole.

Step 3: Verify the correct placement, levelness, and finished height of the Instrument.
Check for sufficient clearance around the Instrument, a 36" perimeter around the Instrument is recommended for wheelchair accessibility.

Step 4: Last pour concrete around the post. It is recommended to brace the Instrument to hold it rigid while the concrete cures. Leave to set according to the concrete manufacturers guidelines. Approximately (3) 80lb. bags will be needed.



Step 1: Standard height for Surface Mount Posts are 36". The Recycled Post may be modified in the field to the following heights: (Ages 3-5, 18") (Ages 5-7, 23") (Ages 7-11, 28") (Adult, 32")
The height of Surface Mount Steel Posts can not be adjusted.

Step 2: Determine installation location. Verify concrete footing is a minimum of 24" long x 24" wide x 6" thick. If the concrete pad is at an angle, steel washers are required to act as shims (Shims not provided). If there is not already an existing pad, approximately (4) 80lb. bags will be needed. Allow concrete to cure per concrete manufacturers guidelines.

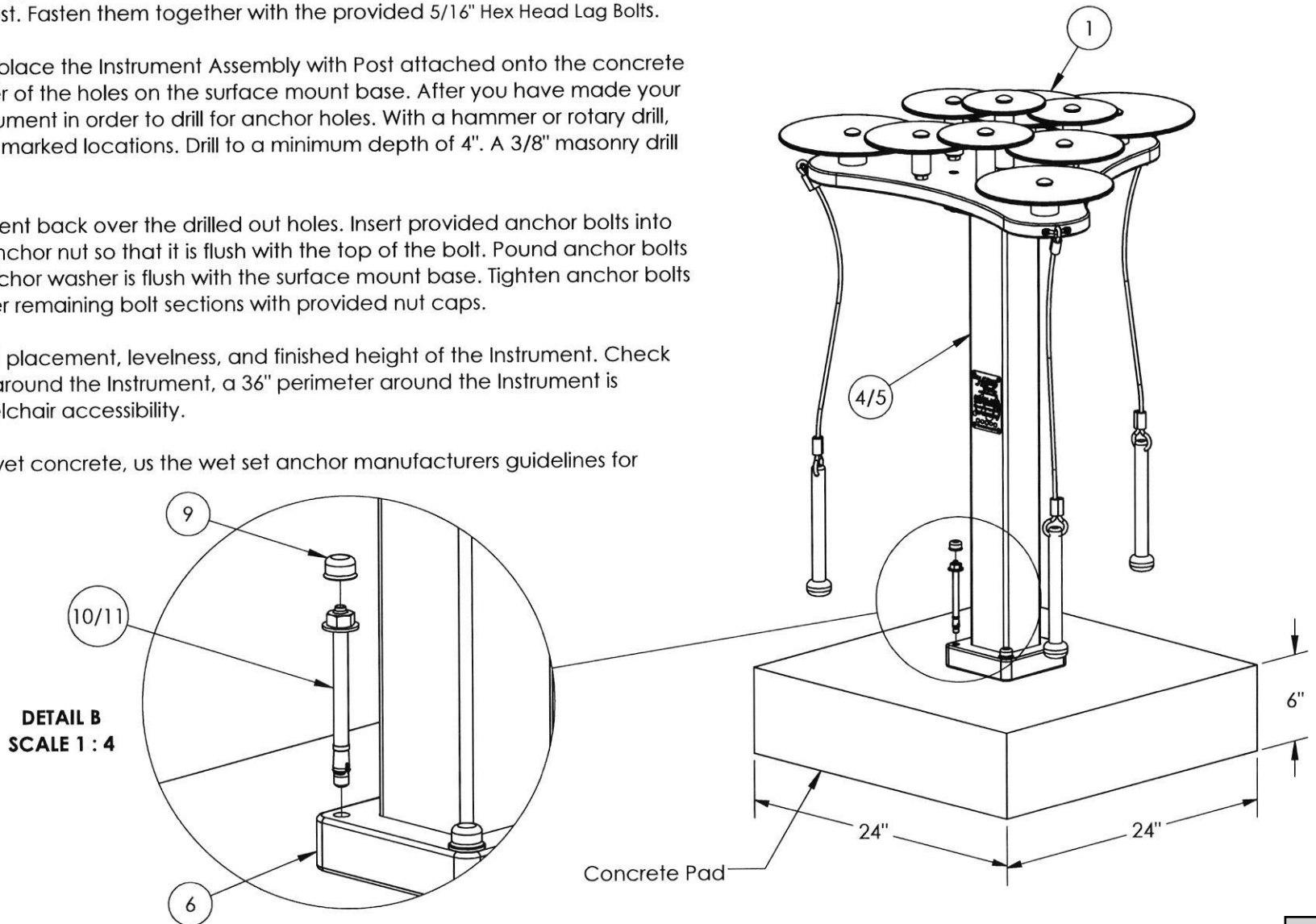
Step 3 (Recycled Post Only): Install the Surface Mount Base to the bottom of the Post. Align the holes on the Base with the holes on the Post. The Base should fit snugly around the Post. Fasten them together with the provided 5/16" Hex Head Lag Bolts.

Step 4: With two people place the Instrument Assembly with Post attached onto the concrete pad and mark the center of the holes on the surface mount base. After you have made your marks, set aside the Instrument in order to drill for anchor holes. With a hammer or rotary drill, drill through concrete at marked locations. Drill to a minimum depth of 4". A 3/8" masonry drill bit will be needed.

Step 5: Place the Instrument back over the drilled out holes. Insert provided anchor bolts into aligned holes. Position anchor nut so that it is flush with the top of the bolt. Pound anchor bolts into the hole until the anchor washer is flush with the surface mount base. Tighten anchor bolts until they are snug. Cover remaining bolt sections with provided nut caps.

Step 6: Verify the correct placement, levelness, and finished height of the Instrument. Check for sufficient clearance around the Instrument, a 36" perimeter around the Instrument is recommended for wheelchair accessibility.

Step 7: If installing onto wet concrete, us the wet set anchor manufacturers guidelines for installation procedures.

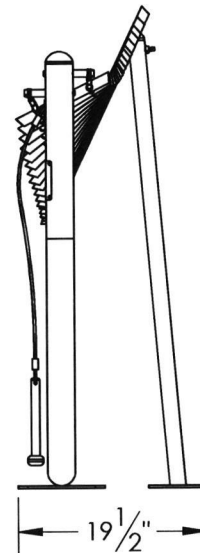
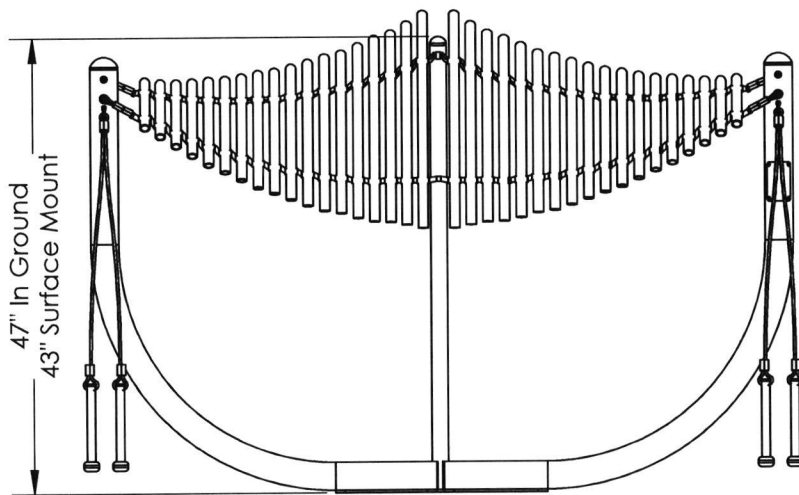
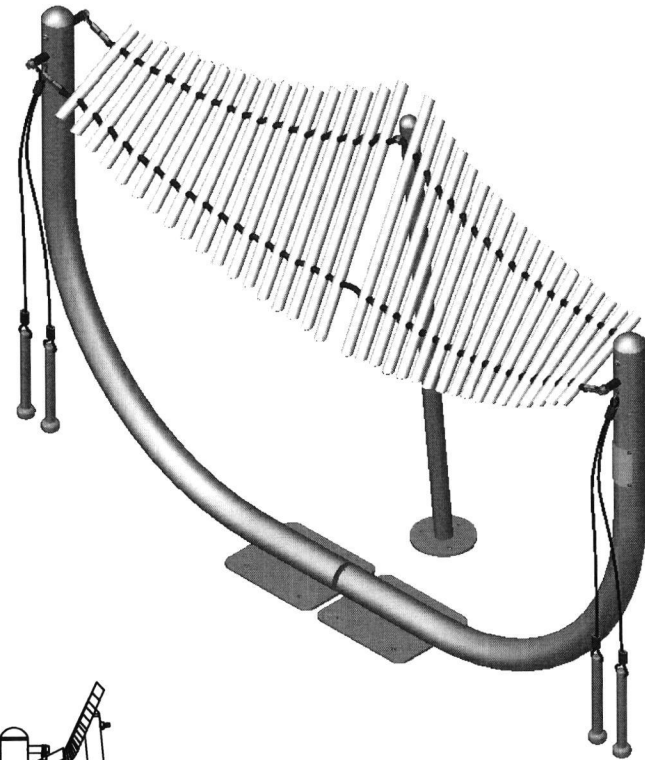
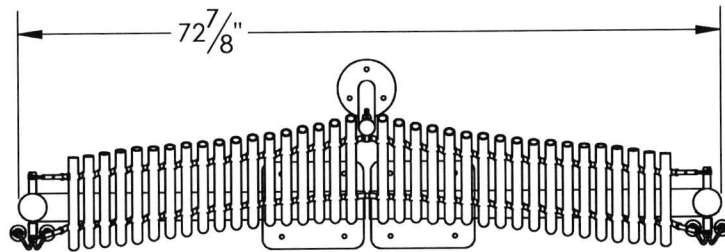


MANTA RAY INSTALLATION GUIDE

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Main Features:

- C Major Diatonic
- Powder Coated Steel Frame
- Anodized Aluminum Chimes
- Stainless Steel Hardware

Contents:

- SHEET 2 - In Ground and Surface Mount Installation w/ Parts List
- SHEET 3 - Chime Installation

Weights:

- Instrument Weight, 116lbs.
- Boxed Instrument Weight, 140lbs.

TITLE:
 Manta Ray - Installation Guide

DWG. NO. MRAY-INSTALL

REVISION: A

SCALE: 1:19

DATE: 2/7/2018

SHEET 1 OF 3

Step 1: Determine installation location. Verify concrete footing is a minimum of 36" long x 24" wide x 6" thick. If the concrete pad is at an angle, steel washers are required to act as shims (Shims not provided). If there is not already an existing pad, approximately (5) 80lb. bags will be needed. Allow concrete to cure per concrete manufacturers guidelines. (If a In-Ground appearance is desired recess the concrete pad 4" below finished grade)

Step 2: With two people place the Uprights individually onto the concrete pad and mark the center of the holes on the surface mount plates. Use the diagram below as a guide for Upright placements. After you have made your marks, set aside the Uprights in order to drill for anchor holes. With a hammer or rotary drill, drill through concrete at marked locations. Drill to a minimum depth of 4". A 3/8" masonry drill bit will be needed.

Step 3: Place the Uprights back over the drilled out holes. Insert provided anchor bolts into aligned holes. Position anchor nut so that it is flush with the top of the bolt. Pound anchor bolts into the hole until the anchor washer is flush with the Upright Bases. Tighten anchor bolts until they are snug. Cover remaining bolt sections with provided nut caps.

Step 4: Verify the correct placement, levelness, and finished height of the instrument. Also check for sufficient clearance around the instrument. A 36" perimeter around the instrument is recommended for wheelchair accessibility.

Step 5: If installing onto wet concrete, us the wet set anchor manufacturers guidelines for installation procedures.

Parts List:

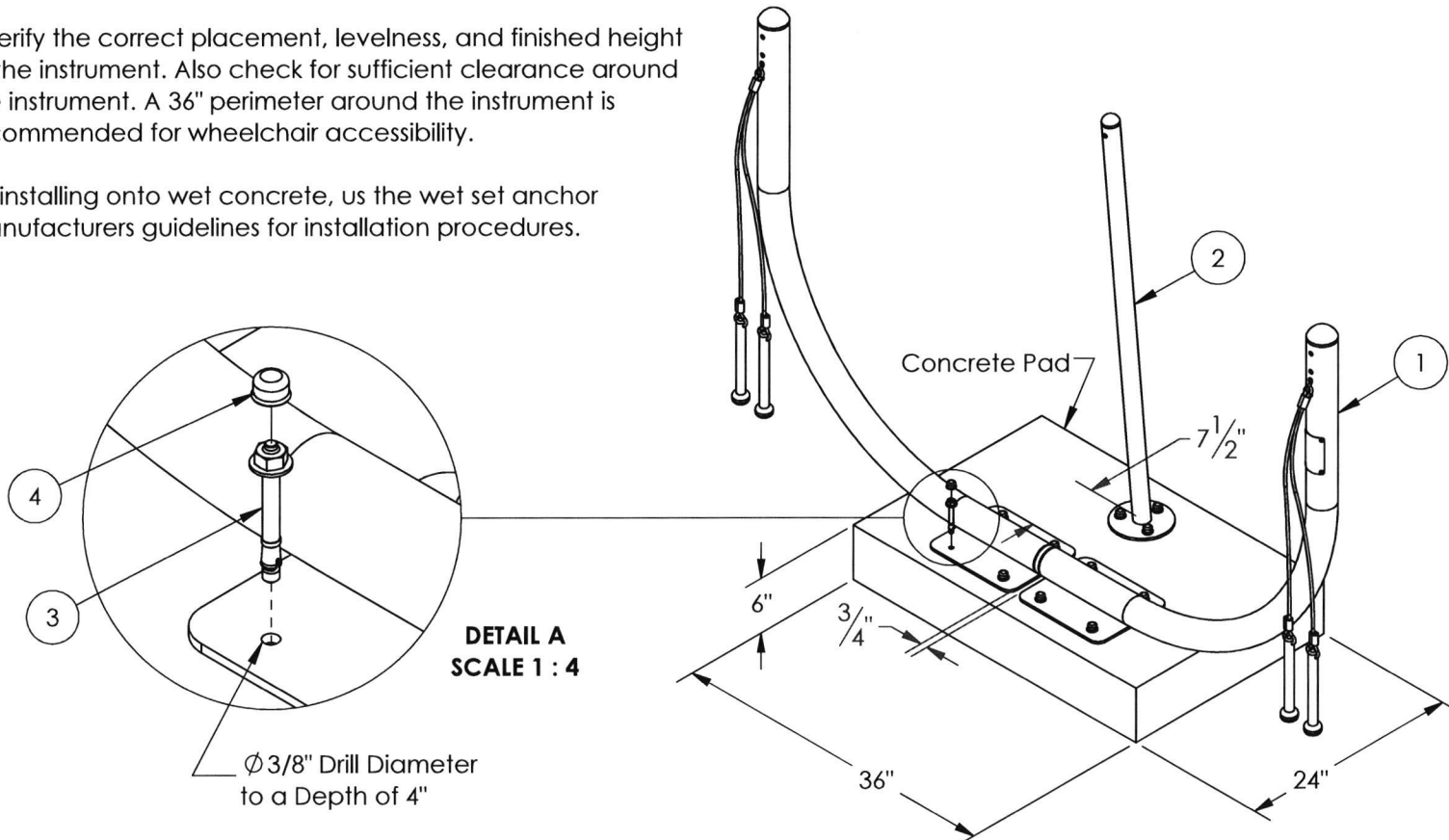
ITEM NO.	PART DESCRIPTION	QTY.
1	Steel Outer Upright	2
2	Steel Inner Upright	1
3	3/8"-16 Wedge Expansion Anchor, 3.75"lg. SS	11
4	35/64" Hex Nut Cap	11
5	Manta Ray Chime Assembly	1
6	3/8"-16 Button Head Screw, 5"lg. SS, Hex Drive	4
7	3/8"-16 Tri-Groove Nut, Zn	5
8	ø13/32" ID x ø7/8" OD, Washer SS	8
9	ø.385" ID x ø3/4" OD Spacer, 1.5"lg. LDPE	4
10	Blue Locktite	1
11	#30 Square-Drive Socket	1



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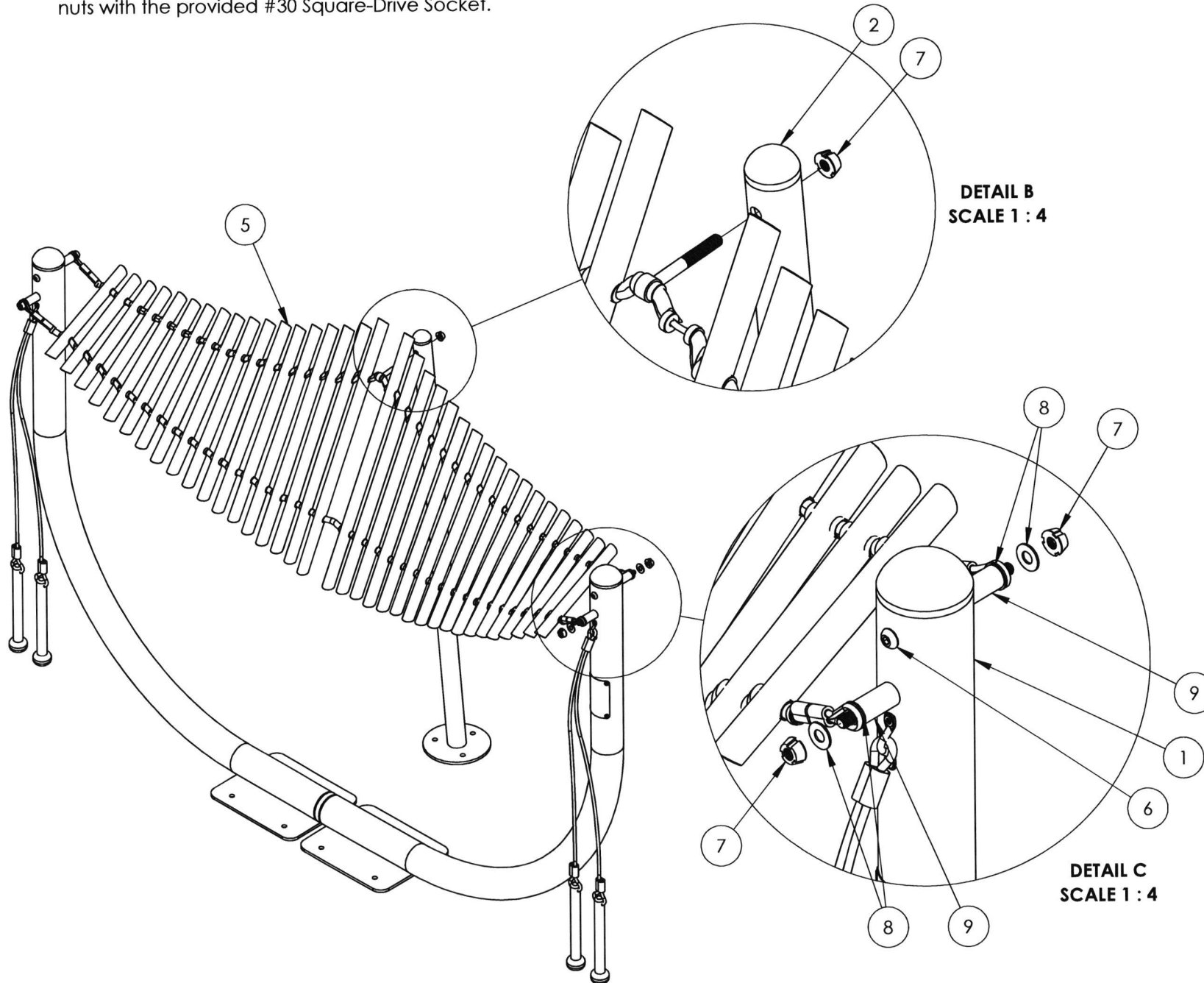


TITLE: In Ground and Surface Mount Installation with Parts List
 DWG. NO. MRAY-INSTALL

REVISION: A
 SCALE: 1:16
 DATE: 2/7/2018
 SHEET 2 OF 3

Step 1: After the Inner and Outer Uprights have been properly installed attach the Chime Assembly to the Uprights.

Step 2: Follow the diagrams below for installation of the Chime Assembly. Before installing the tamper-resistant nuts, apply the provided blue locktite to the threads of of the 5 bolts on the Chime Assembly. After the blue locktite is applied, fasten down nuts with the provided #30 Square-Drive Socket.



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TITLE:
Chime Installation
DWG. NO. **MRAY-INSTALL**

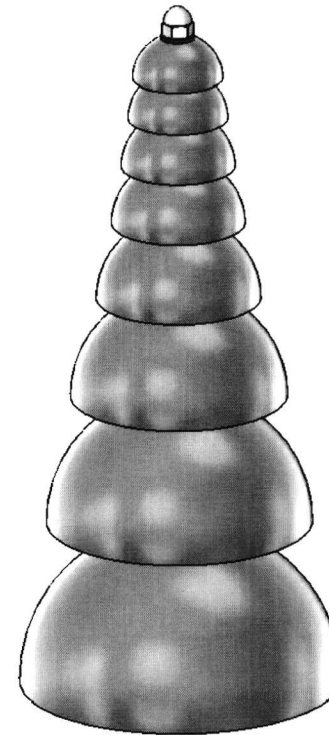
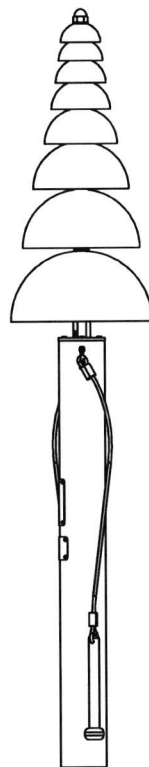
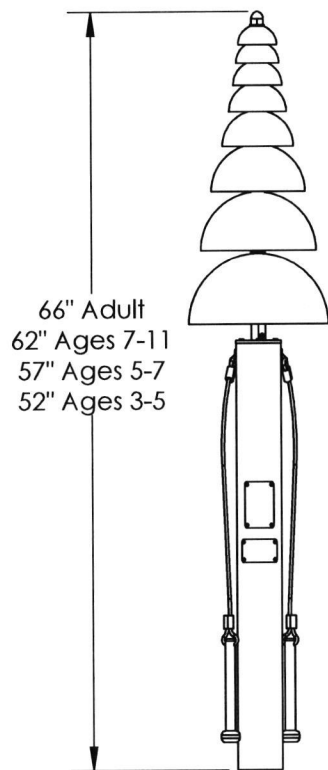
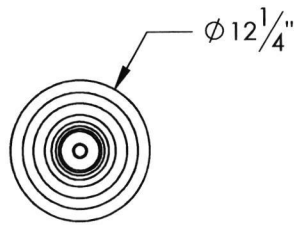
REVISION: A
SCALE: 1:12
DATE: 2/7/2018
SHEET 3 OF 3

PAGODA BELLS INSTALLATION GUIDE

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Main Features:

- Stainless Steel Bells
- Stainless Steel Hardware

Contents:

- SHEET 2 - Parts List and Instrument to Post Installation
- SHEET 3 - In Ground Installation
- SHEET 4 - Surface Mount Installation

Weights:

- Instrument Weight, 20lbs.
- Boxed Instrument Weight, 27lbs.
- Boxed Post Weight, 28-38lbs.

TITLE:

Pagoda Bells - Installation Guide

DWG. NO. PBEL-INSTALL

REVISION: B

SCALE: 1:16

DATE: 3/22/2018

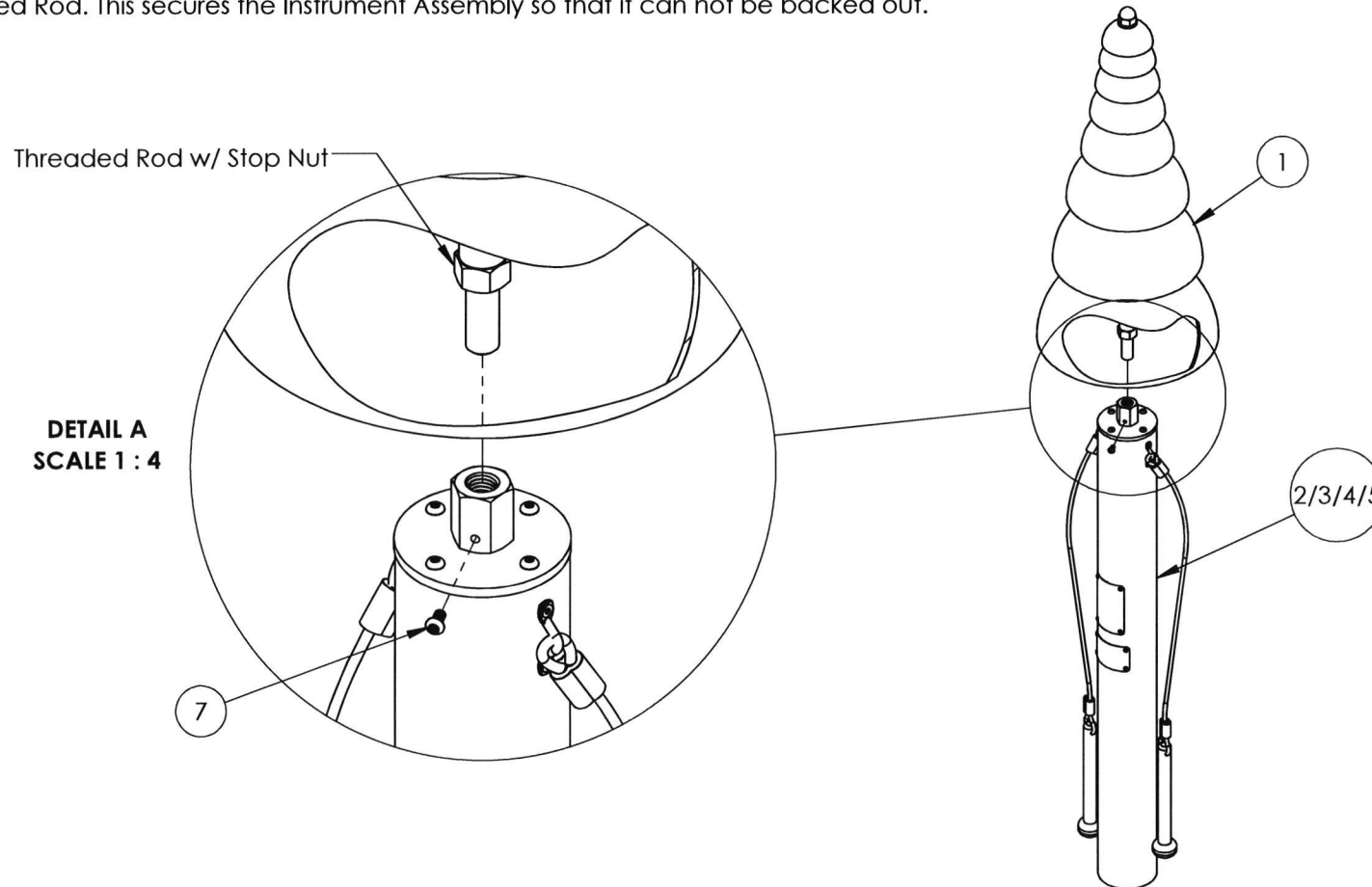
SHEET 1 OF 4

Parts List:

ITEM NO.	PART DESCRIPTION	In Ground - Recycled Post/QTY.	In Ground - Steel Post/QTY.	Surface Mount - Recycled Post/QTY.	Surface Mount - Steel Post/QTY.
1	Pagoda Bells Instrument Assembly	1	1	1	1
2	In Ground Recycled Post, 73"lg.	1	-	-	-
3	In Ground Steel Post, 73"lg.	-	1	-	-
4	Surface Mount Recycled Post, 37"lg.	-	-	1	-
5	Surface Mount Steel Post, 37"lg.	-	-	-	1
6	Surface Mount Base	-	-	1	-
7	1/4"-20 Button Head Screw, .5"lg. SS, T27 tamp	1	1	1	1
8	5/16" Hex Head Lag Bolt, 5"lg. SS	-	-	2	-
9	3/8"-16 Wedge Expansion Anchor, SS	-	-	4	4
10	35/64" Hex Nut Cap	-	-	4	4
11	Security Driver	1	1	1	1

Step 1: Thread the Pagoda Bells Instrument Assembly's Threaded Rod into the Threaded Rod Support on the Instrument Post. Tighten down until the Stop Nut makes contact with the Threaded Rod Support.

Step 2: Take the 1/4"-20 Button Head Screw with Security Driver and thread it through the Threaded Rod Support all the way into the Threaded Rod. This secures the Instrument Assembly so that it can not be backed out.



Item 5.

FREENOTES HARMONY PARK
544 CHESTNUT ST.
CHATTANOOGA, TN 37402
TEL: 833.262.1569

WWW.FREENOTESHARMONYPARK.COM

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TITLE:
Parts List and Instrument to Post Installation

DWG. NO. PBEL-INSTALL

REVISION: B

SCALE: 1:12

DATE: 3/22/2018

SHEET 2 OF 4

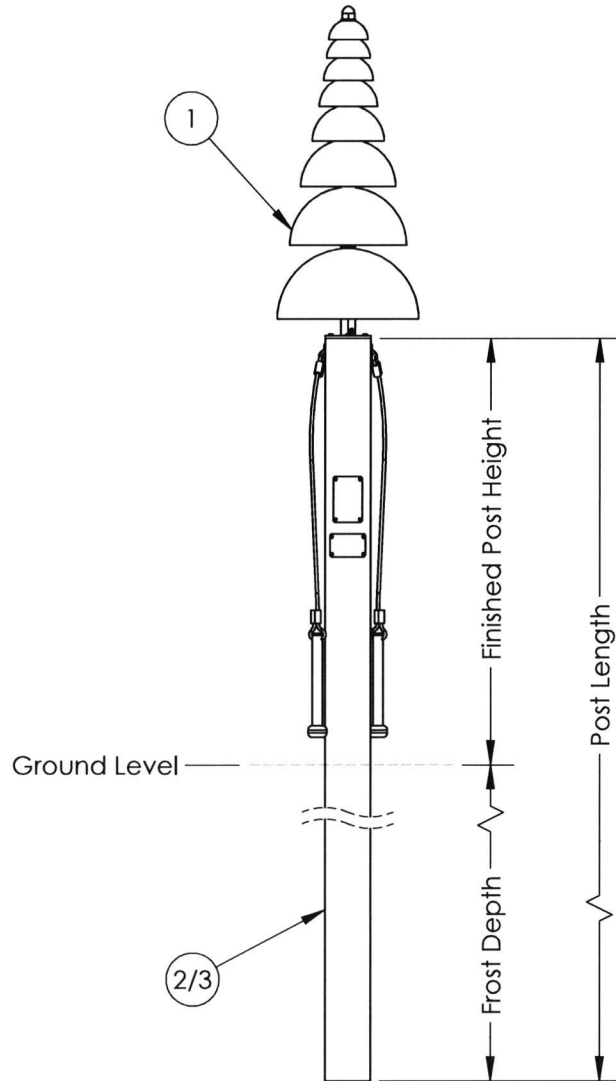
Step 1: Excavate one 10" diameter hole, 36" deep at the installation location. Contractor can modify post to desired height.
 Post Length = Frost Depth (36" Recommended) + Finished Height

Finished Height Guideline: (Ages 3-5, 23") (Ages 5-7, 28") (Ages 7-11, 33") (Adult, 37")

Step 2: With two people, lower the Post with the Instrument attached into the excavated hole.

Step 3: Verify the correct placement, levelness, and finished height of the Instrument. Check for sufficient clearance around the Instrument, a 36" perimeter around the Instrument is recommended for wheelchair accessibility.

Step 4: Last pour concrete around the Post. It is recommended to brace the Instrument to hold it rigid while the concrete cures. Leave to set according to the concrete manufacturers guidelines. Approximately (3) 80lb. bags will be needed.



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TITLE:
 In Ground Installation
 DWG. NO. PBEL-INSTALL

REVISION: B
 SCALE: 1:16
 DATE: 3/22/2018
 SHEET 3 OF 4

Step 1: Standard height for Surface Mount Posts are 37". The Recycled Posts may be modified in the field to the following heights:
 (Ages 3-5, 23") (Ages 5-7, 28") (Ages 7-11, 33") (Adult, 37")
 The height of Surface Mount Steel Posts can not be adjusted.

Step 2: Determine installation location. Verify concrete footing is a minimum of 24" long x 24" wide x 6" thick. If the concrete pad is at an angle, steel washers are required to act as shims (Shims not provided). If there is not already an existing pad, approximately (4) 80lb. bags will be needed. Allow concrete to cure per concrete manufacturers guidelines.

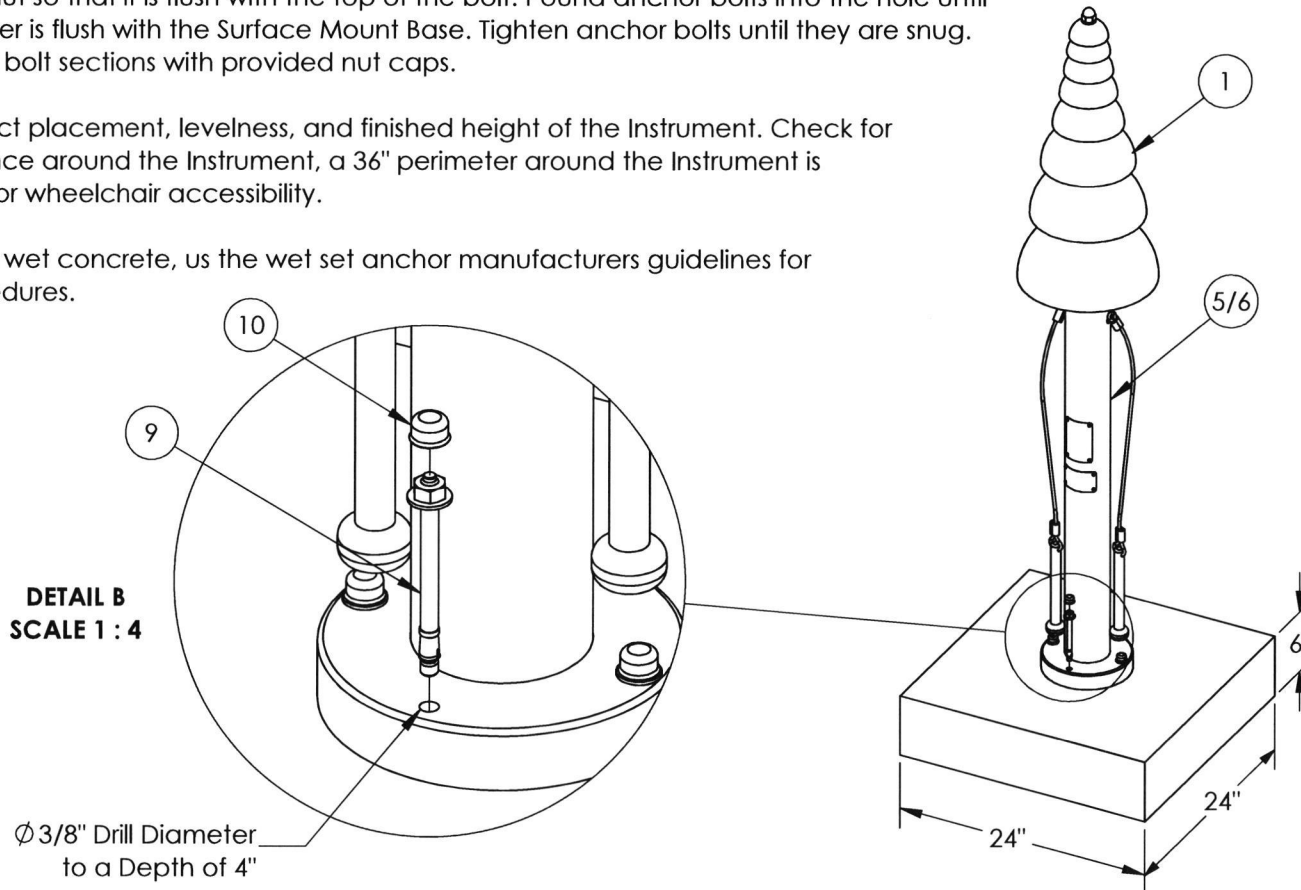
Step 3 (Recycled Post Only): Install the Surface Mount Base to the bottom of the Post. Align the holes on the Base with the holes on the Post. The Base should fit snugly around the Post. Fasten them together with the provided 5/16" Hex Head Log Bolts.

Step 4: With two people place the Instrument Assembly with Post attached onto the concrete pad and mark the center of the holes on the Surface Mount Base. After you have made your marks, set aside the Instrument in order to drill for anchor holes. With a hammer or rotary drill, drill through concrete at marked locations. Drill to a minimum depth of 4". A 3/8" masonry drill bit will be needed.

Step 5: Place the Instrument back over the drilled out holes. Insert provided anchor bolts into aligned holes. Position anchor nut so that it is flush with the top of the bolt. Pound anchor bolts into the hole until the anchor washer is flush with the Surface Mount Base. Tighten anchor bolts until they are snug. Cover remaining bolt sections with provided nut caps.

Step 6: Verify the correct placement, levelness, and finished height of the Instrument. Check for sufficient clearance around the Instrument, a 36" perimeter around the Instrument is recommended for wheelchair accessibility.

Step 7: If installing onto wet concrete, us the wet set anchor manufacturers guidelines for installation procedures.



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TITLE: Surface Mount Installation
 DWG. NO. PBELL-INSTALL

REVISION: B
 SCALE: 1:16
 DATE: 3/22/2018
 SHEET 4 OF 4



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: May 9, 2022

AGENDA ITEM: Consider the appointment of Christa Roerick to the position of Library Public Services Clerk I at the Grand Rapids Area Library.

PREPARED BY: Lynn DeGrio

BACKGROUND:

At a previous City Council meeting, the Council authorized City Staff to post the part-time Library Public Services Clerk I position at the Grand Rapids Area Library. The position was posted and interviews have been conducted. The interview committee consisting of Library Board member Cyndy Martin, Director of Library Services Will Richter, Assistant Library Director Amy Dettmer, and Director of Human Resources Lynn DeGrio are recommending the appointment of Christa Roerick to the vacant position.

Christa is a graduate of Eveleth-Gilbert High School and received her AA degree from Mesabi Range College. She went on to receive her Bachelor's Degree from the University of Minnesota-Duluth. Christa has been in customer service positions for several years and is currently employed at ISD 318 as a receptionist.

This is contingent on Library Board approval at their May 11, 2022 Library Board meeting. This is a budgeted position at a rate of \$17.67 per hour per the bargaining agreement by and between the City of Grand Rapids and AFSCME Council 65.

REQUESTED COUNCIL ACTION:

Make a motion to appoint Christa Roerick to the position of Library Public Services Clerk I at the Grand Rapids Area Library effective June 6, 2022 at a rate of \$17.67 per hour contingent upon approval from the Library Board.

GRAL Director's Report

MAY 2022

ADVOCACY

-Capital Projects Fund (American Rescue Plan) I am in contact with the Governor's Office regarding this potential funding source. At this time, there is not a clear process on how these funds will be allocated or spent. UPDATE: I have been in touch with a member of the Governor's staff. The Facilities Maintenance Manager has obtained quotes for electrical upgrades in anticipation of this grant opportunity being available.

-Minnesota Library Association Legislative Committee

I attended the monthly Legislative Committee meeting on Wednesday, May 4th and got the latest update from MLA Lobbyist Sam Walseth and his team. Three Library related bill remain in play:

SF 1131/HF 1710, to increase funding for regional public library systems and a corresponding formula change.

SF 4034/HF 4421, for Library Construction Grants (bonding)

SF 1477/HF 1856, for a definition of a school library media center.

LIBRARY MANAGEMENT

-Public Services Clerk I

I am asking the Library Board to consider an appointment to this position at the May meeting.

-Music Park Collaboration with KAXE

Thank you to the Grand Rapids Area Library Foundation for agreeing to support this project – the final pieces are falling into place! The Music Park Layout and Instrument Details are included in this packet. KAXE is in the process of finalizing the order and we are waiting for an estimate on fulfillment time. The City Engineer visited the site to verify the layout / specifications and the Public Works crew with prep the site and install the park.

-RiverFest update

I will have the latest update at the 5/11 meeting.

-IT Network Switches

The IT network switches purchases with the ALS ARPA grant are installed and working.

FACILITIES MAINTAINANCE / SPACE

-Library Roof Leaking

During the week of 3/14 there were several steady drips inside the building in the public area of the Library. At the worst point, we had 10 buckets collecting water. I responded with the Fire Department the night of 3/15 when water intrusion interfered with one of the smoke detectors. The Facilities Maintenance Manager is monitoring the issue and plans to inspect the room when it is safe to do so. UPDATE: a temporary fix is in place and the roof will be inspected when the weather improves.

-Book Drop Repair

New book drop hardware is on order. This project is on track for this summer.

-Quiet Study upgrades

The Facilities crew is working on insulating the ceiling of the Quiet Study rooms. Material availability is the hold up. This project is funded by the Library Foundation.

-Window Treatments in the Community Room

I am working with Floor to Ceiling on scheduling. This project is funded by the Library Foundation.

FIRE RESPONSE

I responded to 10 calls during April with 4 responses from the Library.

END OF REPORT

April 2022 in Children's

April, it seems, was full of good things in the Children's Department. It started with an Online Storytime epiphany. After 18 months of weekly storytimes, coming up with original weekly themes (with books) is quite challenging. I was reading an article about state symbols, and realized that would be a great storytime series. Thus, we've already explored the Minnesota state bird (loon,) the state muffin (blueberry,) and the state drink (milk.) Next week we tape the state apple (Honeycrisp.) Then, things get a little trickier. I would like to do the state grain (wild rice) but am having a challenging time finding appropriate resources. I'd like to do the Minnesota mushroom (the morel, of course, and, fun fact, Minnesota was the FIRST state to have a state mushroom...go figure) but, umm, the google searches bring back a lot of information about types of mushrooms we won't share with our young patrons. ☺ Never fear, we'll figure it out! I think we'll tackle the fish (pun probably intended,) and the tree, and then move on to other things.

Artastic continues to be enthusiastically received, already there are 90 views, and it's been up for a mere 24 hours. Online Storytime still averages more than 75 views per week, with many of those being day cares. I did another radio gig in April with Tammy Bobrowsky at KAXE, and attended a handful of Zoom meetings, including a CLAS meeting. (Children's Librarians of the Arrowhead System.) It's always great to check in with my peers before Summer Reading starts. Speaking of Summer Reading, the wonder-worker who is Nicole Johnson again knocked the graphic design out of the park on our reading logs. We'll start the middle of May, and summer reading will look almost normal, finally, I think, maybe, possibly, perhaps.

I was a guest this month at the Grand Rapids Area Library Foundation quarterly meeting, where I was asked to talk about what's up in Children's. (Thank you to Cyndy Martin for representing the Library Board.) I had a brief outline, and assured the president, Lisa Tabbert, that I would need about 10 minutes. Then I talked...and talked...and, well, Tracied it up. (I just made up that phrase...I think it works. ☺) The Foundation is pouring money into children's, via the Ehalt donation, and they wanted a recap on how it's being spent. I obliged. Here is the most amazing part: just as I was packing up to go, one of the members made a motion to underwrite our Kona Ice expenditures for this summer's summer celebration. ALL OF IT!!!! I was absolutely floored, to the point I was a little shaky. So, let the games begin! Please clear your calendars for Wednesday, August 17, from 2-5. Sheena Richards and Cyndy Martin can tell you how much fun it was last year. (They ran the chalk art station, and made sure all the staff inside the building got their Kona Ice. Both VERY important contributions.) And it won't be 97 degrees this year. Probably. Happy reading!

Monthly Report - Overview for Apr 2022

Locations on this report: Grand Rapids Area Library

Checkout

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
1st Time	9973	10381	-4	4104	143	36793	16147	127
Phone Renewal	268	332	-20	114	135	1178	509	131
Renewal	169	275	-39	92	83	905	415	118
Opac Renewal	671	659	1	443	51	2501	1853	34
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	11081	11647	-5	4753	133	41377	18924	118

Checkout Stock Rotation

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

Checkin

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
Normal	9236	9375	-2	3999	130	33048	16519	100
Late	1828	1875	-3	623	193	7017	2596	170
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
Total	11064	11250	-2	4622	139	40065	19115	109

Requests Placed

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
Placed	1785	2440	-27	2968	-40	7786	12633	-39
Total	1785	2440	-27	2968	-40	7786	12633	-39

Requests Resolved

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
Cancelled	85	114	-26	130	-35	368	626	-42
Filled	2877	3426	-17	4326	-34	11711	17854	-35
Expired	1	6	-84	1	0	16	6	166
Total	2963	3546	-17	4457	-34	12095	18486	-35

Holds Resolved

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
Picked Up	1685	2133	-22	3241	-49	7017	12883	-46
Cancelled	6	3	100	6	0	15	8	87
Expired	104	151	-32	108	-4	514	582	-12
Total	1795	2287	-22	3355	-47	7546	13473	-44

Overdues

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
1st Notice	473	479	-2	169	179	1636	488	235
2nd Notice	0	2	-100	3	-100	13	6	116
3rd Notice	0	0	0	3	-100	1	5	-80
4th Notice	0	0	0	1	-100	1	1	0
5th Notice	0	0	0	0	0	0	0	0
Final Notice	0	0	0	0	0	0	0	0
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	126	111	13	24	425	409	132	209
Total	599	592	1	200	199	2060	632	225

Borrower Delta

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
New (Manual)	65	78	-17	7	828	278	40	595
Deleted (Manual)	8	6	33	3	166	31	17	82
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0

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Total	73	84	-14	10	630	309	57	442

Bib Delta

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
New (Manual)	227	219	3	141	60	685	531	29
Deleted (Manual)	245	317	-23	81	202	1010	383	163
New (Batch)	47	46	2	59	-21	165	156	5
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	519	582	-11	281	84	1860	1070	73

Auth Delta

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	2	0	100	1	100	3	2	50
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	3	2	50

Item Delta

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
New (Manual)	522	571	-9	376	38	1991	1645	21
Deleted (Manual)	302	770	-61	287	5	3129	2214	41
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	824	1341	-39	663	24	5120	3859	32

Acquisitions Activities

Description	Apr 2022	Mar 2022	%chg	Apr 2021	%chg	2022 YTD	2021 YTD	%chg
Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	445	261	70	330	34	1218	1051	15
Items Rcvd by Ven	455	263	73	334	36	1237	1068	15
Claims	0	0	0	0	0	0	0	0
-----	-----	-----	-----	-----	-----	-----	-----	-----
Total	900	524	71	664	35	2455	2119	15

Grand Rapids Area Library
Reference Statistics
April 2022

	April 2022	YTD 2022
Door Count	5091	13770
Reference Questions	302	1058
Computer Help Over 5 Minutes	36	122
Tests Proctored	5	8
Public Computer Use: Sessions	349	1251
Public Computer Use: Hours Used	244	926
Special Computer Sessions	119	411
Passports Accepted	52	252

April 2022

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

April 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					¹ 356/178	²
					2	2
³	⁴ 622/311	⁵ 418/209	⁶ 492/246	⁷ 455/227	⁸ 376/188	⁹
	1	1	3	1	5	11
¹⁰	¹¹ 632/316	¹² 565/282	¹³ 510/ 250 255	¹⁴ 585/292	¹⁵ 242/121	¹⁶
	0	1	3	5	1	10
¹⁷	¹⁸ 550/275	¹⁹ 570/285	²⁰ 510/255	²¹ 580/290	²² 354/177	²³ 586/293
	4	0	1	2	3	10
²⁴	²⁵ 586/293	²⁶ 529/265	²⁷ 545/272	²⁸ 434/217	²⁹ 284/142	³⁰
	5	6	1	4	3	19

Children's Stats

Month April 2022

Online Storytime

Programs: 4

Facebook views: 341

YouTube views: 83

Artastic

Programs: 1

Facebook views: 102

YouTube views: 8

Kits handed out: 150

Non School Groups: 0

People: 0

Reference Questions: 283

Reference Questions 2021: 0

April 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	28 ³				1 8	2 8
3	4 14	5 7	6 12	7 9	8 8	9 53
10	11 20	12 21	13 18	14 27	15 9	16 95
17	18 15	19 11	20 12	21 18	22 10	23 44
24	25 9	26 14	27 10	28 15	29 11	30 41

GRAND RAPIDS AREA LIBRARY: 2022 Volunteer Report

Month	Regular Volunteers		RSVP Volunteers		Library Board		Program Committee		Teen Advisory Board		Friends of the Library		Library Foundation		Total	Total
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	26	124.75	5	125.25	8	8.00	0	0.00	0	0.00	3	39.00	9	27.00	31	250.00
February	23	94.00	7	109.00	9	9.00	0	0.00	0	0.00	8	46.00	2	10.00	30	203.00
March	19	114.00	8	126.50	7	7.00	0	0.00	0	0.00	8	60.50	1	4.00	27	240.50
April	31	150.50	7	85.25	6	6.00	0	0.00	0	0.00	13	72.50	9	19.00	38	235.75
May																
June																
July																
August																
September																
October																
November																
December																
Total		483.25		446.00		30.00		0.00		0.00		218.00		60.00	*	929.25