

Library Board Meeting Agenda

Grand Rapids Area Library

February 12, 2020 5:00 P.M.

Call to order

Roll call

Approval of agenda

Public comment (if anyone wishes to address the Board)

Minutes – approval of January minutes

Communications

Itasca County (apportionment letter – via Arrowhead Library System)

Unique Management Services (statement with ROI date – highlighted)

Minnesota Association of Library Friends newsletter honoring Nancy Alfuth

Thank you card for Dion

Thank you note for John

Financial Report (Roll Call Vote Required)

Approve financial reports and payment of bills as listed in Board packet.

Staff Reports

Summary of Library Director's report to the Board.

Old Business

New Business

Consent Agenda (Roll Call Vote Required)

Any item on the consent agenda shall be removed for consideration by request of any Board member or member of the public and put on the regular agenda for discussion and consideration.

- 1. Approve payment of late bills**
- 2. Approve contracts and payment to presenters**
- 3. Approve Resolution Accepting Donations**

Susan Hawkinson \$125.00 (undesignated)

Friends of the Grand Rapids Area Library - 7 office chairs valued at \$2,674.00

Friends of the Grand Rapids Area Library - \$360.00 for Q4 2019 & Q1 2020 recycling

Friends of the Grand Rapids Area Library – Mobile Hanging Bag Rack valued at \$528.78

Regular Agenda

- 1. Barnabas 22 exhibit**
- 2. Review 2021 Budget Projections**

Adjourn

Grand Rapids Area Library Regular Board Meeting January 8, 2020

Call to Order: The monthly board meeting was called to order at 5:00 by Jean MacDonell.

Roll Call:

Members Present: Lisa Tabbert, Cyndy Martin, Deborah Kee, Susan Zeige, Richard Thouin, Jean MacDonell, Sheena Richards.

Members Absent: Randy McCarty, Dennis Jerome.

Staff Present: Director William Richter, Tom Pagel (City Administrator).

Public Comment:

Agenda: A motion was made by Cyndy Martin to approve the agenda as amended. A second was made by Richard Thouin. The motion was passed unanimously.

Election of 2020 Officers

After Board discussion, a motion was made by Deborah Kee to nominate the following slate of 2020 Library Board Officers:

President Elect: Jean MacDonell

Vice President Elect: Cyndy Martin

Secretary Elect: Lisa Tabbert

A second was made by Richard Thouin. The motion was passed unanimously.

Minutes: Lisa Tabbert made a motion to approve minutes from the December board meeting. A second was made by Susan Zeige. The motion was passed unanimously.

Communications: none

Financial Report: A motion was made to approve financial reports and payment of bills as listed by Deborah Kee. A second was made by Lisa Tabbert. On a roll call vote the motion was passed unanimously.

Staff Report: Meeting with the county within the next month to discuss Library funding. Census staff recruiting for the 2020 Census at the Library. Precinct 1 polling will now be in the Library community room. Finance will prepare an estimate of 2021 personnel costs. Waiting on passport certification.

Old Business: (None)

New Business:

Consent Agenda: Deborah Kee made a motion to approve the consent agenda, a second was made by Cyndy Martin. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills

- a. Amazon for \$128.15

2. Approve contracts and payment to presenters

- a. (None)

3. Approve Resolution Accepting Donations

- a. Janie Carlson \$500.00 (undesignated)
- b. Sally Hagman \$100.00 (undesignated)
- c. Roger and Carol Morrill \$200.00 (undesignated)
- d. Library Foundation \$6,096.00 for Literacy Go Tablets

Regular Agenda:

a. ALS Legacy Art Grant

Cyndy Martin made the motion to approve using the \$12,000 Legacy Art Grant from Arrowhead Library System to install a 16ft x 32ft mural created by Adam Swanson on the exterior North wall of the Library, a second was made by Richard Thouin. On roll vote, the motion passed 6-1 with Zeige dissenting.

b. Letter to Macmillan CEO regarding eBook policy

Susan Zeige made the motion to approve sending the letter, a second was made by Richard Thouin. On roll vote, the motion passed by majority.

Adjourn: The monthly board meeting was adjourned at 5:41p.m. by Jean MacDonell.

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JANUARY 8, 2020

DATE: 01/06/2020
 TIME: 13:52:08
 ID: AF443087.WOW

CITY OF GRAND RAPIDS
 DEPARTMENTAL SUMMARY REPORT

PAGE: 1

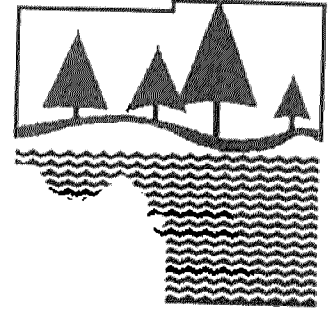
BILLS DUE ON BEFORE 01/08/2020

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0113181	AMAZON.COM	100.00
0113233	AMER. ONLINE SERVICES INT	4.00
0118600	ARROWHEAD LIBRARY SYSTEM	21.00
0204428	BAKER & TAYLOR LLC	1,978.81
0212174	BLACKLINE PUBLISHING	400.00
0315455	COLE HARDWARE INC	20.07
1405300	DEVELOP INT	570.00
1605602	FERRISON WOLSELEY INC NORTH	40.54
0001601	PARTNER REPRODUCTION CO	6,307.00
001401	CITY OF GRAND RAPIDS	0.00
1401601	MARTINI PAPER SUPPLYMENT CO INC	1,187.00
1111601	NORTHERN MACHINES LTD OF CAN IN	50.00
1401601	PAPALLET PRESS INC	18.00
1605600	PERSONNEL DYNAMICS INC	1,004.00
190151	SANCTIONS INC	22.00
190151	STIKES PRINTING & FAX	0.00
2104358	WASTE MANAGEMENT SERVICES	0.00
TOTAL (PRINTED) BILLS APPROVED IN THE SYSTEM:		13,114.00

CHECKS ISSUED (IN) BY APPROVAL	AMOUNT	
ARROWHEAD APPROVAL		
1100051	ARROWHEAD	145.00
0000001	FIDELITY SECURITY SERVICES INC	6.00
0018010	CITY OF GRAND RAPIDS	7,000.00
1118011	GRAND RAPIDS CIVIL SERVICE	42,000.00
1700006	AMERICAN NATIONAL LIFE	0.00
1901000	MARSHALL INDUSTRIES, LLC	20.00
1901000	MINNEAPOLIS ENERGY SERVICES	120.00
1901000	MINNEAPOLIS REVENUE	80.00
1400000	MEXTER COMMUNICATIONS LLC	0.00
1116000	OPERATING EXPENSES - LOCAL #01	1,210.00
1801000	PAYCOM HR COMMUNICATIONS	240.00
100110	POSTAL	2,000.00
1200000	VISA	100.00
1901000	WASTE MANAGEMENT SERVICES INC	0.00
1901000	AMAZON.COM	100.00
TOTAL (WITH APPROVAL) BILLS IN THE SYSTEM:		50,000.00

TOTAL ALL DEPARTMENTS: 63,114.00

JEFFREY T. WALKER
ITASCA COUNTY AUDITOR/TREASURER
ITASCA COUNTY COURTHOUSE
123 NE 4TH ST.
GRAND RAPIDS, MINNESOTA 55744
OFFICE 218-327-2860



Dec 10, 2019

Mr. Jim Weikum
Director - Arrowhead Library System
5528 Emerald Avenue
Mountain Iron, MN 55768-2069

Dear Mr. Weikum:

The apportionment for November 2019 includes the following totals:

Arbo Township	\$ 2,941.07
Blackberry Township	3,432.80
Feeley Township	1,896.99
Harris Township	9,943.52
Sago Township	1,011.06
Spang Township	683.11
Wabana Township	3,290.03
City of Bass Brook/Cohasset	30,999.21
City of LaPrairie	1,591.13
City of Warba	342.73
TOTAL	\$56,131.65

JJ

*Grand Rapids
Satelite*

101-01-002-68061

cc: Will Richter
Grand Rapids Library
140 Northeast 2nd Street
Grand Rapids MN 55744

cc: Barb Baird
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids MN 55744

Sincerely,
JEFF WALKER, Auditor/Treasurer

By: _____

PAID JAN 07 2020

✓ 55018

Jeff Walker

INVOICE

UNIQUE MANAGEMENT SERVICES, INC.

119 EAST MAPLE STREET
JEFFERSONVILLE, IN 47130 USA

(812) 285-0886

DATE

INVOICE #

SEND REMITTANCE TO:

P.O. Box 645525
Pittsburgh, PA 15264-5253

1/1/2020

575541

BILL TO:

Grand Rapids Area Library
Attn: Will Richter
140 NE 2nd Street
Grand Rapids, MN 55744

P.O. NUMBER	TERMS	PROJECT
	Net 30	1634 KRH

\$8.95

QUANTITY	DESCRIPTION	RATE	AMOUNT
7	12-03 Placements	8.95	62.65
4	12-10 Placements	8.95	35.80
6	12-17 Placements	8.95	53.70
1	12-24 Placements	8.95	8.95
3	12-31 Placements	8.95	26.85
4	Credit for accounts closed by client prior to beginning the collection process	-8.95	-35.80
Total cumulative recovery of \$68,990.84, yielding an ROI of 4.46 to 1.			

Thank you for your business.

TOTAL

\$152.15

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 01/31/2020 6:41 AM WP

ACCOUNT STATUS REPORT

PAGE: 542

MR. WILL RICHTER
GRAND RAPIDS AREA LIBRARY
140 NE 2ND STREET
GRAND RAPIDS MN 55744

CREDITOR: 1634 -- GRAND RAPIDS AREA LIBRARY
DATES LISTED: 01/01/1900 TO 12/31/2019

ALL AMOUNTS LISTED

Accounts Submitted	:	2,046	Dollars Submitted	:	176,911.89	Dollars Received	:	17,713.96
Bankruptcies	:	0	Dollars in Bankruptcy	:	0.00	Material Returned	:	33,131.61
Incorrect Addresses	:	454	Dollars in Skips	:	32,080.64	Dollars Waived	:	18,147.52
Patron Disputes/Suspends	:	2	Dollars in Dispute	:	57.94	Total Activated	:	91,690.86
Accounts in Process	:	1,590	Dollars in Process	:	131,446.32	% of Dollars Activated	:	69.76%
# of Accounts Activated	:	972						
% of Accounts Activated	:	61.13%						

Will Richter

From: Will Richter
Sent: Monday, January 20, 2020 8:17 AM
To: Will Richter
Subject: Fwd: New Year, New Directors | ecoSTEM Kits | Evy Nordley 2020

Sent from my iPhone

Begin forwarded message:

From: MN Library Friends <info@mnlibraryfriends.org>
Date: January 20, 2020 at 6:44:47 AM CST
To: Marcia Anderson <manderson@ci.grand-rapids.mn.us>
Subject: New Year, New Directors | ecoSTEM Kits | Evy Nordley 2020
Reply-To: MN Library Friends <info@mnlibraryfriends.org>

Is this email not displaying correctly?
[View it in your browser.](#)



Minnesota Association of Library Friends

651-358-6452 (Office)
www.mnlibraryfriends.org
info@mnlibraryfriends.org

Evy Nordley Award - 2020 Contest Now Open!

Last year, Minnesota's many Friends of the Library groups funded and coordinated some incredible projects. MALF honored four as part of our annual Evy Nordley Award for Best Project contest. We're confident that 2020 will be just as productive and impressive!

By popular request, we are making this year's Evy Nordley application available early. Entries are due before or on **Friday, June 12**.

Who can apply? Entrants must be based in Minnesota and attached to a public, K-12 school, college/university, or special library. Libraries themselves, along with individuals

and non-library charities, cannot apply. Current membership in the Minnesota Association of Library Friends is a prerequisite for consideration. (However, if necessary, annual dues may be submitted with award application.) Previous years' finalists and winners are strongly encouraged to reenter for the 2020 cycle. You may also submit *multiple* candidate projects as part of this or any Evy Nordley cycle.

What can you submit? Common project types are special events, successful fundraisers, membership drives, and advocacy campaigns – but the sky is the limit!



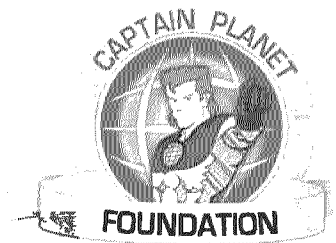
Any Friends-supported project is eligible, provided that (1) project implementation began after **January 1, 2019**; and (2) either the Friends or their library was the *primary* beneficiary. (In other words, efforts jointly developed with or sponsored by non-Friends organizations are qualified under many circumstances.) If you have specific questions about the eligibility of a particular project, call 651-366-6492 for clarity.

Top prize is \$1,000 - with additional financial prizes awarded.

Captain Planet Foundation Offers ecoSTEM Kits

STEM learning is a priority of youth services librarians everywhere. However, finding and funding exciting, engaging STEM activities can be a challenge. If this sounds relatable, your Friends group might want to look into the Captain Planet Foundation's readymade ecoSTEM kits. While these are available for purchase, a limited number are also available free of charge to schools and nonprofits.

At this time, four kits are in production. These include a water kit (with water composition and quality monitoring equipment); energy kit (with solar cells, a mini wind turbine, and infrared thermometers); a pollinator kit (with milkweed seeds, butterfly rearing house, and caterpillars); and a composting kit (including worms and a mushroom farm starter).



[Click here](#) for more information on each option - plus details on when and how to apply. The Captain Planet Foundation also offers a variety of [other grant opportunities](#) worth checking out.

New Year, New Directors

Along with the New Year, the Minnesota Association of Library Friends welcomes three new directors to its governing board. We're pleased to introduce them to you, one at a time.

Melissa Brechon is a career librarian and retired library administrator. Her resume includes time at the helm of the Austin (Minn.) Public Library and seven-branch Carver County Library in suburban Minneapolis. In recent years, Brechon also filled in as interim director for the Stillwater Public Library and for MELSA, the federated library consortium servicing the Twin Cities. She is currently a library consultant, with an emphasis on community and facility needs assessments. Her list of past clients includes dozens of public libraries in Minnesota, plus dozens more in places as far afield as Chambersburg, Pennsylvania; Marathon, Texas; and Bighorn, Wyoming.

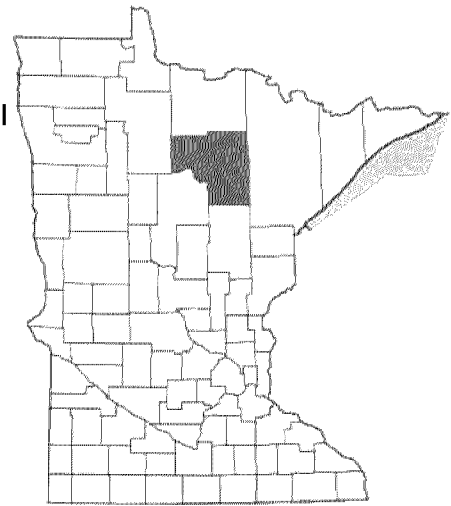


Interested in learning more about leadership on the MALF board? Send an email to info@mnlibraryfriends.org.

2019 Stand Up Featurette #6: Grand Rapids

When Nancy Alfuth moved to Grand Rapids in 1990, it was a godsend for the local Friends of the Library. Nancy brought with her an innate love of reading and great familiarity with the workings of Twin Cities area libraries. She also brought a head for numbers, having served as an accountant for many years. She parlayed this set of experiences into an ideal role: treasurer of the Friends. While the mutual benefit in this match-up is plain for all to see, no one could have guessed back in 1990 that Nancy would serve in the post for nearly 22 uninterrupted years!

In this time, Nancy has seen the Friends grow and Library evolve to an impressive degree. When she first joined up, the Library still operated in its original Carnegie facility. The Friends' permanent used bookstore was housed in an unprepossessing basement alcove. Organization revenue came almost solely from modest membership dues. Today, by contrast, the Library boasts a striking facility on the Mississippi River. The Friends' bookstore is ensconced in a purpose-built room just off the lobby entrance. And thanks in part to robust book sales, The Friends enjoy a much more diversified income stream.



Nancy was no passive witness to these metamorphoses. She had a guiding hand in much of it. "Nancy is an inspiration to us all," said current treasurer Susan Hayes. "So much of that success is owed to her personal tenacity and sense of responsibility."

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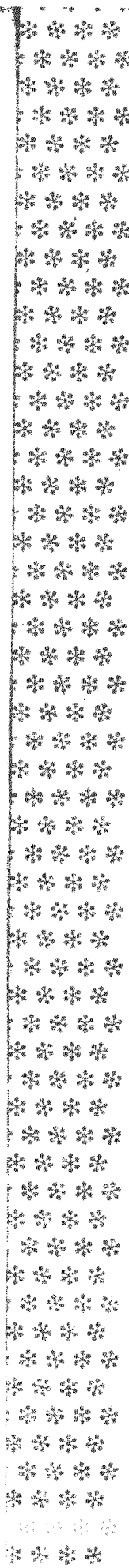
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Saint Paul, MN, 55116

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1/15/20

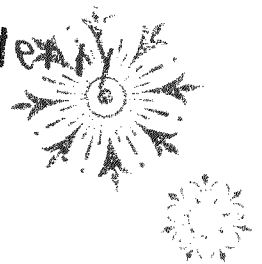


Dear Dion,

You are such an amazing
librarian. Whenever I come to
the library it makes me happy to
see you. Thank you for watching
us when our dad was at the library.
Your friend Micah Swain.

Dear Dion,
You are such a good
librarian.

Your friend Henry



Snow in our hair.

Stars in our eyes.

God in our hearts.

* Merry Christmas

To Whom it may concern:

My name is Robert Walker and I am a residence of GR.. I have only recently started using the Library with any real regularity and I jus wanted to share that all Libtary employee's I have worked with have been highly friendly and helpful. No matter how many times I have had to ask them the same question; over & over; again and again. John in particular has had to contend with my inadequacies the most and he has always been exceptionally helpful. So I wanted to Thank him for all of his assistance and share my grattitude with you. Thank you John!

Robert S. Walker 2-3-20

LIBRARY FINANCIALS

- 1. Schedule of Changes in Revenue, Expenditures, and Fund Balance**
- 2. Revenue and Expenditures YTD**
- 3. Detail Revenue and Expense Report**
- 4. Bill List Summary**
- 5. Detail Bill List**
- 6. Alphabetical Bill List**

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE ONE MONTH ENDING JANUARY 31, 2020
With Comparative Totals for January 31, 2019

	2019 Actual	2020 Actual	2020 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	430,264	430,264	430,264	
Compensated Absences	41,263	41,263	41,263	
Emergency/unanticipated Expenditures	47,641	47,641	47,641	
Major Equipment Replacement	-	-	-	
TOTAL FUND BALANCE 1/1/XX	519,168	519,168	519,168	
Revenues:				
Taxes	-	-	702,687	0%
Intergovernmental	-	-	128,000	0%
Charges for Services	3,328	4,970	43,882	11%
Fines & Forfeits	788	787	12,000	7%
Blandin Grant	-	-	-	0%
Grand Rapids Library Foundation	-	-	8,000	0%
Miscellaneous	1,034	678	14,300	5%
Other Sources-Operating Transfer	-	-	6,241	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	5,150	6,435	915,110	1%
Expenditures:				
Personnel	30,425	37,408	696,884	5%
Supplies/Materials	11,775	7,003	82,476	8%
Other Services/Charges	12,721	3,999	135,750	3%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	54,921	48,411	915,110	5%
OPERATING SURPLUS (DEFICIT)	(49,771)	(41,976)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	-	-	0%
Fund Balance 1/31/XX				
Cash Flow	380,493	388,288	430,264	
Compensated Absences	41,263	41,263	41,263	
Emergency/unanticipated Expenditures	47,641	47,641	47,641	
Major Equipment Replacement	-	-	-	
TOTAL FUND BALANCE 1/31/XX	\$ 469,397	\$ 477,192	\$ 519,168	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$35,393 as of 12/31/19. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **JANUARY 31, 2020**

Account Number	Account Description	2020 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 702,687	\$ -	0%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,282	-	0%
211-00-34-00-7970	PHOTO COPIES	2,400	160	7%
211-00-34-00-7975	INTERNET	3,300	196	6%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	400	40	10%
211-00-34-00-7982	PASSPORT PROCESSING FEE	31,500	4,480	14%
211-00-34-00-7990	FAX MACHINE USE	1,000	95	9%
211-00-35-00-1030	LIBRARY FINES	12,000	787	7%
211-00-37-00-2310	DONATIONS	1,500	305	20%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	1,000	-	0%
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	1,000	-	0%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	-	0%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	8,000	-	0%
211-00-37-00-2375	MEETING ROOM RECEIPTS	4,500	158	4%
211-00-37-00-2450	MISCELLANEOUS	2,000	216	11%
211-00-37-00-5100	INVESTMENT INCOME	3,000	-	0%
211-00-39-00-5030	OPERATING TRANSFERS IN	6,241	-	0%
		915,110	6,435	
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	445,251	30,632	7%
211-00-75-10-1030	SALARY-PARTTIME	24,513	1,665	7%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	-	0%
211-00-75-10-1210	PERA	35,232	2,422	7%
211-00-75-10-1220	FICA	29,125	1,990	7%
211-00-75-10-1250	MEDICARE	6,812	465	7%
211-00-75-10-1310	HEALTH INSURANCE	144,592	-	0%
211-00-75-10-1330	LIFE INSURANCE	221	24	11%
211-00-75-10-1347	VISION INSURANCE	-	1	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,628	209	8%
211-00-75-20-2010	OFFICE SUPPLIES	7,500	55	1%
211-00-75-20-2020	COPY SUPPLIES	1,400	38	3%
211-00-75-20-2030	PRINTING/BINDING	1,000	-	0%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	502	17%
211-00-75-20-2070	COMPUTER INVENTORY	3,000	-	0%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	4,000	-	0%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	-	0%
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	576	-	0%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	16	1%
211-00-75-20-2110	BOOKS	39,000	2,040	5%
211-00-75-20-2120	AUDIO/VISUAL	9,000	3,117	35%
211-00-75-20-2130	NEWSPAPERS	1,500	860	57%
211-00-75-20-2140	PERIODICALS	7,000	26	0%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	2,500	349	14%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	-	0%
211-00-75-30-3010	ACCOUNTING SERVICES	1,200	-	0%
211-00-75-30-3070	LAUNDRY	750	69	9%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	960	5%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	6,000	125	2%
211-00-75-30-3210	TELEPHONE	6,000	461	8%
211-00-75-30-3220	POSTAGE/FREIGHT	3,000	-	0%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	134	7%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	-	0%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **JANUARY 31, 2020**

Account Number	Account Description	2020 Budget	Year to Date	Percent of Budget
211-00-75-30-3610	GENERAL INSURANCE	9,000	820	9%
211-00-75-30-3810	ELECTRICITY	30,000	-	0%
211-00-75-30-3840	GARBAGE REMOVAL	4,000	180	5%
211-00-75-30-3860	HEAT-NATURAL GAS	4,700	-	0%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	-	0%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	1,129	8%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	-	0%
211-00-75-30-4030	ONLINE SERVICES	3,500	-	0%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	-	0%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	120	8%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	100	-	0%
	TOTAL EXPENDITURES	915,110	48,411	5%
	SURPLUS REVENUES/(EXPENDITURES)	-	(41,976)	

DATE: 02/06/2020
 TIME: 16:03:12
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 1 PERIODS ENDING JANUARY 31, 2020

PAGE: 1
 F-YR: 20

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	0.00	702,687.00	0.00	0.00	702,687.00	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-DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	702,687.00	0.00	0.00	702,687.00	0
TOTAL TAXES		0.00	702,687.00	0.00	0.00	702,687.00	0
INTERGOVERNMENTAL							
211-00-33-00-0210	ANNEXATION	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4025	MARKET VALUE HOMESTEAD CREDIT	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4060	SUPPLEMENTAL AID	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4250	STATE OF MINNESOTA	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-6300	LIBRARY CONTRACTS	0.00	128,000.00	0.00	0.00	128,000.00	0
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	128,000.00	0.00	0.00	128,000.00	0
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	0.00	0.00	128,000.00	0
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,282.00	0.00	0.00	5,282.00	0
211-00-34-00-7970	PHOTO COPIES	159.73	2,400.00	159.73	0.00	2,240.27	7
211-00-34-00-7975	INTERNET	195.68	3,300.00	195.68	0.00	3,104.32	6
211-00-34-00-7980	LIBRARY FEES-PROCTORING	40.00	400.00	40.00	0.00	360.00	10
211-00-34-00-7982	PASSPORT PROCESSING FEE	4,480.00	31,500.00	4,480.00	0.00	27,020.00	14
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	94.52	1,000.00	94.52	0.00	905.48	9
TOTAL		4,969.93	43,882.00	4,969.93	0.00	38,912.07	11
TOTAL CHARGES FOR SERVICES		4,969.93	43,882.00	4,969.93	0.00	38,912.07	11

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 1 PERIODS ENDING JANUARY 31, 2020

PAGE: 2
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL. EXP.
REVENUES							
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	786.83	12,000.00	786.83	0.00	11,213.17	7
TOTAL		786.83	12,000.00	786.83	0.00	11,213.17	7
TOTAL FINES & FORFEITS		786.83	12,000.00	786.83	0.00	11,213.17	7
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	305.00	1,500.00	305.00	0.00	1,195.00	20
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	0.00	0.00	1,300.00	0
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	0.00	8,000.00	0.00	0.00	8,000.00	0
211-00-37-00-2368	DONATIONS-ADA PROJECT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	157.50	4,500.00	157.50	0.00	4,342.50	4
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	215.71	2,000.00	215.71	0.00	1,784.29	11
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	3,000.00	0.00	0.00	3,000.00	0
TOTAL		678.21	22,300.00	678.21	0.00	21,621.79	3
TOTAL MISCELLANEOUS REVENUE		678.21	22,300.00	678.21	0.00	21,621.79	3
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	6,241.00	0.00	0.00	6,241.00	0
211-00-39-00-5500	FUND BALANCE USAGE	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	6,241.00	0.00	0.00	6,241.00	0
TOTAL OTHER SOURCES		0.00	6,241.00	0.00	0.00	6,241.00	0

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 1 PERIODS ENDING JANUARY 31, 2020

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		6,434.97	915,110.00	6,434.97	0.00	908,675.03	1
EXPENSES							
GENERAL ADMINISTRATION							
211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	30,632.44	445,251.00	30,632.44	0.00	414,618.56	7
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	1,665.36	24,513.00	1,665.36	0.00	22,847.64	7
211-00-75-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1050	CONTRACTED SERVICES	0.00	8,510.00	0.00	0.00	8,510.00	0
211-00-75-10-1210	PERA	2,422.33	35,232.00	2,422.33	0.00	32,809.67	7
211-00-75-10-1220	FICA	1,989.86	29,125.00	1,989.86	0.00	27,135.14	7
211-00-75-10-1250	MEDICARE	465.38	6,812.00	465.38	0.00	6,346.62	7
211-00-75-10-1310	HEALTH INSURANCE	0.00	144,592.00	0.00	0.00	144,592.00	0
211-00-75-10-1330	LIFE INSURANCE	23.50	221.00	23.50	0.00	197.50	11
211-00-75-10-1335	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1347	VISION INSURANCE	0.52	0.00	0.52	0.00	(0.52)	100
211-00-75-10-1420	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1510	WORKERS COMPENSATION	209.09	2,628.00	209.09	0.00	2,418.91	8
TOTAL PERSONNEL		37,408.48	696,884.00	37,408.48	0.00	659,475.52	5
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	54.72	7,500.00	54.72	0.00	7,445.28	1
211-00-75-20-2020	COPY SUPPLIES	37.99	1,400.00	37.99	0.00	1,362.01	3
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	501.76	3,000.00	501.76	0.00	2,498.24	17
211-00-75-20-2070	COMPUTER INVENTORY	0.00	3,000.00	0.00	0.00	3,000.00	0
211-00-75-20-2075	ASSETS BETWEEN \$700-\$999	0.00	4,000.00	0.00	0.00	4,000.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	0.00	0.00	1,000.00	0

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 FOR 1 PERIODS ENDING JANUARY 31, 2020

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	0.00	576.00	0.00	0.00	576.00	0
211-00-75-20-2100	OPERATING SUPPLIES	16.15	2,000.00	16.15	16.15	1,967.70	2
211-00-75-20-2110	BOOKS	2,040.29	39,000.00	2,040.29	0.00	36,959.71	5
211-00-75-20-2120	AUDIO/VISUAL	3,117.14	9,000.00	3,117.14	850.65	5,032.21	44
211-00-75-20-2130	NEWSPAPERS	859.56	1,500.00	859.56	859.56	(219.12)	115
211-00-75-20-2140	PERIODICALS	26.00	7,000.00	26.00	52.40	6,921.60	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	349.42	2,500.00	349.42	180.46	1,970.12	21
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2210	EQUIPMENT PARTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL SUPPLIES & MATERIALS		7,003.03	82,476.00	7,003.03	1,959.22	73,513.75	11
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	1,200.00	0.00	0.00	1,200.00	0
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	68.62	750.00	68.62	34.31	647.07	14
211-00-75-30-3090	JANITORIAL SERVICES	960.09	20,400.00	960.09	0.00	19,439.91	5
211-00-75-30-3100	OTHER CONTRACTED SERVICES	125.00	6,000.00	125.00	375.00	5,500.00	8
211-00-75-30-3210	TELEPHONE	461.46	6,000.00	461.46	0.00	5,538.54	8
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,000.00	0.00	0.00	3,000.00	0
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3255	STAFF TRAINING	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	134.25	2,000.00	134.25	0.00	1,865.75	7
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3510	PUBLISHING & ADVERTISING	0.00	600.00	0.00	0.00	600.00	0
211-00-75-30-3610	GENERAL INSURANCE	820.00	9,000.00	820.00	0.00	8,180.00	9
211-00-75-30-3810	ELECTRICITY	180.00	30,000.00	180.00	0.00	30,000.00	0
211-00-75-30-3840	GARBAGE REMOVAL	0.00	4,700.00	0.00	180.00	3,640.00	9
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,700.00	0.00	0.00	4,700.00	0
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	0.00	0.00	9,500.00	0
211-00-75-30-4010	BUILDING MAINT/REPAIRS	1,129.20	15,000.00	1,129.20	844.80	13,026.00	13
211-00-75-30-4015	FOUNDATIONS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0

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CITY OF GRAND RAPIDS
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	0.00	0.00	9,000.00	0
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,500.00	0.00	0.00	3,500.00	0
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	0.00	0.00	8,000.00	0
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,500.00	120.43	0.00	1,379.57	8
211-00-75-30-4150	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4200	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4300	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4330	DUES & SUBSCRIPTIONS	0.00	100.00	0.00	0.00	100.00	0
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4560	GRANDNET COSTS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4600	ENDOWMENT FUND EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4650	FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4900	TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SERVICES & CHARGES		3,999.05	135,750.00	3,999.05	1,434.11	130,316.84	4
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	0.00	0.00	0.00	0
211-00-75-50-5900	BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0
TOTAL GENERAL ADMINISTRATION		48,410.56	915,110.00	48,410.56	3,393.33	863,306.11	6
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	BLND 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	BLND 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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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JANUARY 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:		48,410.56	915,110.00	48,410.56	3,393.33	863,306.11	6
TOTAL FUND REVENUES		6,434.97	915,110.00	6,434.97	0.00	908,675.03	1
TOTAL FUND EXPENSES		48,410.56	915,110.00	48,410.56	3,393.33	863,306.11	6
FUND SURPLUS (DEFICIT)		(41,975.59)	0.00	(41,975.59)			
TOTAL ALL FUND REVENUES		6,434.97	915,110.00	6,434.97	0.00	908,675.03	1
TOTAL ALL FUND EXPENSES		48,410.56	915,110.00	48,410.56	3,393.33	863,306.11	6
ALL FUND SURPLUS (DEFICIT)		(41,975.59)	0.00	(41,975.59)			

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 12, 2020

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/12/2020

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	652.32
0113233	AMERIPRIDE SERVICES INC	79.02
0118660	ARROWHEAD LIBRARY SYSTEM	95.60
0201428	BAKER & TAYLOR LLC	1,539.66
0215750	BOUNDARY WATERS JOURNAL	26.00
0315455	COLE HARDWARE INC	104.44
0401425	DAKOTA SUPPLY GROUP	379.20
0405223	DEER RIVER HIRED HANDS INC	180.00
0421455	DULUTH NEWS TRIBUNE	346.84
0609525	FINDAWAY WORLD LLC	351.45
0914800	INVEST EARLY PROJECT	3,760.00
1415377	NORTHERN BUSINESS PRODUCTS INC	570.09
1605665	PERSONNEL DYNAMICS LLC	960.09
1805150	RECORDED BOOKS INC	2,614.00
1821700	MICHAEL RUSSELL	750.00
1901535	SANDSTROM'S INC	241.07
1920065	STAR TRIBUNE	512.72
2114356	UNIQUE MANAGEMENT SERVICES	134.25
2209421	VIKING ELECTRIC SUPPLY INC	9.66

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 13,306.41

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	148.55
0113100	AMAZON.COM	128.15
0205640	LEAGUE OF MN CITIES INS TRUST	12,350.09
0605191	FIDELITY SECURITY LIFE INS CO	13.80
0718010	CITY OF GRAND RAPIDS	209.69
0718015	GRAND RAPIDS CITY PAYROLL	41,222.85
1015337	MICHELLE JOHNSON	24.38
1209516	LINCOLN NATIONAL LIFE	78.00
1301146	MARCO TECHNOLOGIES, LLC	248.96
1309199	MINNESOTA ENERGY RESOURCES	698.28
1309335	MINNESOTA REVENUE	59.56
1405850	NEXTERA COMMUNICATIONS LLC	70.54
1516220	OPERATING ENGINEERS LOCAL #49	11,216.00
1601750	PAUL BUNYAN COMMUNICATIONS	245.04
1621130	P.U.C.	2,245.62
2114750	UNUM LIFE INSURANCE CO OF AMER	41.00
2209665	VISA	259.05
2301700	WM CORPORATE SERVICES, INC	117.00
2301728	AMANDA JEAN WATKINS	125.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$69,501.56

TOTAL ALL DEPARTMENTS 82,807.97

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 12, 2020

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 DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 02/12/2020
 INVOICES IN BATCH LB0212

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0113100			AMAZON.COM					
434447576533-L	01/27/20	01	1 BOOK/AUTH#0008880	211-00-75-20-2110	20200380		02/12/20	28.46
			BOOKS					
			INVOICE TOTAL:					28.46
463445969343-L	01/11/20	01	1 BOOK/AUTH#000858	211-00-75-20-2110	20200380		02/12/20	21.67
			BOOKS					
			INVOICE TOTAL:					21.67
546973354975-L	01/19/20	01	1 BOOK/AUTH#000855	211-00-75-20-2110	20200380		02/12/20	11.49
			BOOKS					
			INVOICE TOTAL:					11.49
553747835943-L	01/27/20	01	10 BOOKS	211-00-75-20-2110	20200380		02/12/20	113.16
		02	8 DVDS/AUTH#001087	211-00-75-20-2120	20200380			121.70
			AUDIO/VISUAL					
			INVOICE TOTAL:					234.86
836487796583-L	01/11/20	01	1 BOOK/AUTH#00846	211-00-75-20-2110	20200380		02/12/20	9.98
			BOOKS					
			INVOICE TOTAL:					9.98
94885899347-L	01/11/20	01	1 BOOK/AUTH#000863	211-00-75-20-2110	20200380		02/12/20	26.98
			BOOKS					
			INVOICE TOTAL:					26.98
95635556867-L	01/11/20	01	26 BOOKS/AUTH#001156	211-00-75-20-2110	20200380		02/12/20	308.99
			BOOKS					
			INVOICE TOTAL:					308.99
967795635769-L	01/20/20	01	1 BOOK/AUTH#000855	211-00-75-20-2110	20200380		02/12/20	9.89
			BOOKS					
			INVOICE TOTAL:					9.89

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0113100	AMAZON.COM							
L	01/13/20	01	SPEC MOTION DVD'S & BOOKS	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	128.15
							INVOICE TOTAL:	128.15
							VENDOR TOTAL:	780.47
0113233	AMERIPRIDE SERVICES INC							
3501465839-L	01/14/20	01	TOWELS	211-00-75-30-3070	20200177		02/12/20	3.42
		02	FLATS	211-00-75-30-3070	20200177			2.31
		03	MOPS	211-00-75-20-2150	20200177			5.20
		04	MAT CLASSIC CLTD/C#41-513	MAINTENANCE TOOLS/SUPPLIES	20200177			28.58
				LAUNDRY			INVOICE TOTAL:	39.51
3501471260-L	01/28/20	01	TOWELS	211-00-75-30-3070	20200302		02/12/20	3.42
		02	FLATS	211-00-75-30-3070	20200302			2.31
		03	MOPS	211-00-75-20-2150	20200302			5.20
		04	MATS CLASSIC CLTD/#41-513	MAINTENANCE TOOLS/SUPPLIES	20200302			28.58
				LAUNDRY			INVOICE TOTAL:	39.51
							VENDOR TOTAL:	79.02
0118660	ARROWHEAD LIBRARY SYSTEM							
14670-L	12/31/19	01	OVERDUE NOTICES - DEC 2019	211-00-75-20-2010			02/12/20	33.60
		02	1ST ILL BK PSYCUJICAL PHENOMENA BOOKS	OFFICE SUPPLIES	211-00-75-20-2110			62.00
							INVOICE TOTAL:	95.60
							VENDOR TOTAL:	95.60

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0100053			AT&T MOBILITY					
L	01/13/20	01	LIB JAN CELL PHN SERV	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	148.55
0201428			BAKER & TAYLOR LLC					
2035029346-L	01/16/20	01	9 BOOKS/CUST#L411199		211-00-75-20-2110 20200375		02/12/20	93.79
					BOOKS			
2035033985-L	01/06/20	01	12 BOOKS/CUST#L025981		211-00-75-20-2110 20200375		02/12/20	190.57
					BOOKS			
2035039607-L	01/08/20	01	73 BOOKS/CUST#L025981		211-00-75-20-2110 20200375		02/12/20	770.85
					BOOKS			
2035048935-L	01/27/20	01	INVOICE 2035033985	** COMMENT **	20200375		02/12/20	
2035048935-L	01/27/20	02	CREDIT 0003195639	** COMMENT **	20200375		02/12/20	
2035048935-L	01/27/20	03	INVOICE 2035039607	** COMMENT **	20200375		02/12/20	
2035048935-L	01/27/20	04	INVOICE H43076740	** COMMENT **	20200375		02/12/20	
2035048935-L	01/27/20	05	INVOICE 2035029346	** COMMENT **	20200375		02/12/20	
2035048935-L	01/27/20	06	INVOICE 2035059610	** COMMENT **	20200375		02/12/20	
2035048935-L	01/27/20	07	2 BOOKS/CUST#L411199	** COMMENT **	20200375		02/12/20	16.76
					BOOKS			

INVOICE TOTAL: 148.55
 VENDOR TOTAL: 148.55

INVOICE TOTAL: 93.79

INVOICE TOTAL: 190.57

INVOICE TOTAL: 770.85

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0201428			BAKER & TAYLOR LLC					
2035048935-L	01/27/20	08	INVOICE 2035048935	** COMMENT **	20200375		02/12/20	16.76
							INVOICE TOTAL:	
2035059610-L	01/20/20	01	30 BOOKS/CUST#L025981		20200375		02/12/20	460.19
			BOOKS				INVOICE TOTAL:	460.19
3195639-L	01/06/20	01	1 BOOK RETURN/CUST#L025981		20200375		02/12/20	-22.49
			BOOKS				INVOICE TOTAL:	-22.49
H43076740-L	01/15/20	01	1 DVD/CUST#75002097		20200375		02/12/20	29.99
			AUDIO/VISUAL				INVOICE TOTAL:	29.99
							VENDOR TOTAL:	1,539.66
0205640			LEAGUE OF MN CITIES INS TRUST					
L	01/21/20	01	LIBRARY 2020 GEN INS PREM	999-99-00-00-1000			02/12/20	9,841.00
				HOLDING ACCOUNT				
		02	LIBRARY 2020 WRK COMP INS PREM	999-99-00-00-1000				2,509.09
				HOLDING ACCOUNT				
0215750			BOUNDARY WATERS JOURNAL					
2020/SUBSCRIPT-L	01/14/20	01	RENEWAL/GR PUB LIBR	211-00-75-20-2140	20200161		02/12/20	26.00
			PERIODICALS					
							INVOICE TOTAL:	26.00
							VENDOR TOTAL:	26.00
0315455			COLE HARDWARE INC					

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0315455			COLE HARDWARE INC					
2329854-L	01/08/20	01	LUGGAGE LOCK/#GRPUBLC	211-00-75-20-2100	20200081		02/12/20	6.49
				OPERATING SUPPLIES				6.49
2331626-L	01/23/20	01	MOP HANDLE/#GRPUBLC	211-00-75-20-2150	20200251		02/12/20	19.99
				MAINTENANCE TOOLS/SUPPLIES				19.99
2332894-L	02/03/20	01	GLOVE NITRILE NO PWDR XL	211-00-75-20-2150	20200365		02/12/20	37.98
		02	ICE MELT 40LB PAIL/#GRPUBLC	211-00-75-20-2150	20200365			39.98
				MAINTENANCE TOOLS/SUPPLIES				77.96
								104.44
0401425			DAKOTA SUPPLY GROUP					
F318925-L	01/22/20	01	ANTI-FREEZE 5 GAL BKT/#18604	211-00-75-30-4010	20200259		02/12/20	94.80
				BUILDING MAINT/REPAIRS				94.80
F322101-L	01/23/20	01	ANTI-FREEZE 5 GAL BKT/#18604	211-00-75-30-4010	20200338		02/12/20	284.40
				BUILDING MAINT/REPAIRS				284.40
								379.20
0421455			DULUTH NEWS TRIBUNE					
178103720/2020-L	01/14/20	01	RENEWAL ACCT# 178103720	211-00-75-20-2130	20200160		02/12/20	346.84
				NEWSPAPERS				346.84
0605191			FIDELITY SECURITY LIFE INS CO					

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0605191			FIDELITY SECURITY LIFE INS CO					
L	01/13/20	01	LIBRARY JAN VISION INS PREM	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	6.90
		02	LIBRARY FEB VISION INS PREM	999-99-00-00-1000 HOLDING ACCOUNT				6.90
								INVOICE TOTAL: 13.80
								VENDOR TOTAL: 13.80
0609525			FINDAWAY WORLD LLC					
310892-L	01/14/20	01	5 PLAYAWAYS	211-00-75-20-2120 AUDIO/VISUAL	20200156		02/12/20	351.45
								INVOICE TOTAL: 351.45
								VENDOR TOTAL: 351.45
0718010			CITY OF GRAND RAPIDS					
L	12/31/19	01	LIB 2019 EOY TRNF PSTG EXP	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	119.05
		02	LIB 2019 EOY TRNF COPY EXP	999-99-00-00-1000 HOLDING ACCOUNT				90.64
								INVOICE TOTAL: 209.69
								VENDOR TOTAL: 209.69
0718015			GRAND RAPIDS CITY PAYROLL					
L	12/06/19	01	LIBRARY 12/6/19 PAYROLL	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	20,698.27
		02	LIBRARY 1/17/19 PAYROLL	999-99-00-00-1000 HOLDING ACCOUNT				20,524.58
								INVOICE TOTAL: 41,222.85
								VENDOR TOTAL: 41,222.85
0914800			INVEST EARLY PROJECT					

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0914800			INVEST EARLY PROJECT					
171-L	10/26/19	01	OCT STORY TIME	211-00-75-30-3100			02/12/20	640.00
				OTHER CONTRACTED SERVICES			INVOICE TOTAL:	640.00
172-L	11/23/19	01	NOV STORY TIME	211-00-75-30-3100			02/12/20	480.00
				OTHER CONTRACTED SERVICES			INVOICE TOTAL:	480.00
173-L	12/28/19	01	DEC STORY TIME	211-00-75-30-3100			02/12/20	640.00
				OTHER CONTRACTED SERVICES			INVOICE TOTAL:	640.00
3079-L	12/31/19	01	SEP-DEC 2019 BOOK TIME/C#1020	211-00-75-30-3100			02/12/20	2,000.00
				OTHER CONTRACTED SERVICES			INVOICE TOTAL:	2,000.00
							VENDOR TOTAL:	3,760.00
1015337			MICHELLE JOHNSON					
1	01/21/20	01	REFUND EMP FOR SUPPLIES PURCH	999-99-00-00-1000			02/12/20	24.38
				HOLDING ACCOUNT			INVOICE TOTAL:	24.38
							VENDOR TOTAL:	24.38
1209516			LINCOLN NATIONAL LIFE					
L	02/04/20	01	JAN SUPP LIFE INS PREM	999-99-00-00-1000			02/12/20	39.00
		02	FEB SUPP LIFE INS PREM	999-99-00-00-1000				39.00
				HOLDING ACCOUNT			INVOICE TOTAL:	78.00
							VENDOR TOTAL:	78.00
1301146			MARCO TECHNOLOGIES, LLC					

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1301146			MARCO TECHNOLOGIES, LLC					
L	01/13/20	01	COPIER OVERAGE 9/27-12/27/19	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	128.53
		02	LIB JAN COPIER LEASE	999-99-00-00-1000 HOLDING ACCOUNT				120.43
								INVOICE TOTAL: 248.96
								VENDOR TOTAL: 248.96
0405223			DEER RIVER HIRED HANDS INC					
L	01/08/20	01	LIBR 1STQTR RECYCLING/C#11022	211-00-75-30-3840 GARBAGE REMOVAL	20200152		02/12/20	180.00
								INVOICE TOTAL: 180.00
								VENDOR TOTAL: 180.00
1309199			MINNESOTA ENERGY RESOURCES					
L	01/21/20	01	LIB DEC NTL GAS SERV	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	698.28
								INVOICE TOTAL: 698.28
								VENDOR TOTAL: 698.28
1309335			MINNESOTA REVENUE					
L	01/20/20	01	LIB DEC SALES TAX PAYABLE	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	59.56
								INVOICE TOTAL: 59.56
								VENDOR TOTAL: 59.56
1405850			NEXTERA COMMUNICATIONS LLC					
L	01/21/20	01	LIBR DEC LONG DIST & JAN SERV	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	70.54
								INVOICE TOTAL: 70.54
								VENDOR TOTAL: 70.54

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1415377			NORTHERN BUSINESS PRODUCTS INC					
472472-L	01/08/20	01	TONER, HP 410A LJ CART,BK	211-00-75-20-2060 COMPUTER SUPPLIES	20200350		02/12/20	91.99
475046-L	01/15/20	01	ROLL THERMAL 3 1/8 X 230'	211-00-75-20-2060 COMPUTER SUPPLIES	20200350		02/12/20	46.80
		02	PAPER, COPY, 8.5X11,WE 20#	211-00-75-20-2020 COPY SUPPLIES	20200350		02/12/20	37.99
				INVOICE TOTAL:				91.99
476995-L	01/22/20	01	TONER,HP 410A LJ CART,YL	211-00-75-20-2060 COMPUTER SUPPLIES	20200350		02/12/20	120.99
479193-1-L	01/31/20	01	INVOICE C 465454-1	** COMMENT **	20200350		02/12/20	
479193-1-L	01/31/20	02	INVOICE 472472-0	** COMMENT **	20200350		02/12/20	
479193-1-L	01/31/20	03	INVOICE 475046-0	** COMMENT **	20200350		02/12/20	
479193-1-L	01/31/20	04	INVOICE 476995-0	** COMMENT **	20200350		02/12/20	
479193-1-L	01/31/20	05	479193-0	** COMMENT **	20200350		02/12/20	
479193-1-L	01/31/20	06	STAPLER,SF4, FULLSTRIP,METAL	211-00-75-20-2010 OFFICE SUPPLIES	20200350		02/12/20	26.89
		07	STAPLER,SF4, FULLSTRIP,METAL	211-00-75-20-2010 OFFICE SUPPLIES	20200350		02/12/20	26.89
		08	INVOCIE 479193-1	** COMMENT **	20200350		02/12/20	
				INVOICE TOTAL:				53.78
479193-L	01/29/20	01	IDEAL INK BLACK 2 OZ	211-00-75-20-2010 OFFICE SUPPLIES	20200350		02/12/20	6.50

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1415377			NORTHERN BUSINESS PRODUCTS INC					
479193-L	01/29/20	02	ROLL,ADD 2.25"X150',12/PK	211-00-75-20-2010	20200350		02/12/20	5.36
			OFFICE SUPPLIES					
		03	TONER,HP 410A LJ CART,YL	211-00-75-20-2060	20200350			120.99
			COMPUTER SUPPLIES					
		04	TONER,HP 410A,LJ,CART,MG	211-00-75-20-2060	20200350			120.99
			COMPUTER SUPPLIES					
			INVOICE TOTAL:					253.84
C465454-1-L	01/03/20	01	CR RETURN PLANNER/SIGN GY	211-00-75-20-2010	20200350		02/12/20	-35.30
			OFFICE SUPPLIES					
			INVOICE TOTAL:					-35.30
			VENDOR TOTAL:					570.09
1516220			OPERATING ENGINEERS LOCAL #49					
L	01/13/20	01	LIB FEB HEALTH INS PREMIUM	999-99-00-00-1000			02/12/20	11,216.00
			HOLDING ACCOUNT					
			INVOICE TOTAL:					11,216.00
			VENDOR TOTAL:					11,216.00
1601750			PAUL BUNYAN COMMUNICATIONS					
L	01/06/20	01	LIB JAN SERV	999-99-00-00-1000			02/12/20	245.04
			HOLDING ACCOUNT					
			INVOICE TOTAL:					245.04
			VENDOR TOTAL:					245.04
1605665			PERSONNEL DYNAMICS LLC					
48750-L	01/04/20	01	DKORTEKAAS/12HRS@15.87 WK 1/4	211-00-75-30-3090	20200377		02/12/20	190.44
			JANITORIAL SERVICES					
			INVOICE TOTAL:					190.44
48777-L	01/11/20	01	DKORTEKAAS/15HRS@15.87 WK 1/11	211-00-75-30-3090	20200377		02/12/20	238.05
			JANITORIAL SERVICES					
			INVOICE TOTAL:					238.05

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1805150			RECORDED BOOKS INC					
1409920	01/15/20	01	SOP TOP BOX 5 C# 1409920	211-00-75-20-2120	20200351		02/12/20	1,538.00
				AUDIO/VISUAL				
								INVOICE TOTAL: 1,538.00
								VENDOR TOTAL: 2,614.00
1821700			MICHAEL RUSSELL					
526775-L	01/20/20	01	LIBR CARPET CLEANING	211-00-75-30-4010	20200291		02/12/20	750.00
				BUILDING MAINT/REPAIRS				
								INVOICE TOTAL: 750.00
								VENDOR TOTAL: 750.00
1901535			SANDSTROM'S INC					
292004-L	01/20/20	01	TOWEL ROLL WHT	211-00-75-20-2150	20200220		02/12/20	42.90
		02	TOIL TISS/C#320023	211-00-75-20-2150	20200220			34.44
				MAINTENANCE TOOLS/SUPPLIES				
								INVOICE TOTAL: 77.34
292911-L	01/27/20	01	TOWEL ROLL	211-00-75-20-2150	20200286		02/12/20	24.81
		02	MEGA MOP FLOOR NUTRL GAL	211-00-75-20-2150	20200286			29.32
		03	CLING BWL CLNR/C#320023	211-00-75-20-2150	20200286			23.80
				MAINTENANCE TOOLS/SUPPLIES				
								INVOICE TOTAL: 77.93
293622-L	02/03/20	01	TOWEL ROLL/#320023	211-00-75-20-2150	20200374		02/12/20	85.80
				MAINTENANCE TOOLS/SUPPLIES				
								INVOICE TOTAL: 85.80
								VENDOR TOTAL: 241.07
1920065			STAR TRIBUNE					

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1920065	01/14/20	01	STAR TRIBUNE	211-00-75-20-2130	20200159		02/12/20	512.72
9277061/2020-L			RENEWAL SUBSC # 9277061	NEWSPAPERS				512.72
2114356			UNIQUE MANAGEMENT SERVICES					512.72
590624-L	01/31/20	01	JAN PLACEMENTS	211-00-75-30-3300	20200381		02/12/20	187.95
		02	CREDIT FOR ACCTS CLOSED	PROFESSIONAL SERV-COLLECTI				-53.70
2114750			UNUM LIFE INSURANCE CO OF AMER					134.25
L	01/06/20	01	LIB JAN LIFE INS PREM	999-99-00-00-1000			02/12/20	20.50
		02	LIB FEB LIFE INS PREM	HOLDING ACCOUNT				20.50
2209421			VIKING ELECTRIC SUPPLY INC					41.00
S003327138.001-L	01/23/20	01	120V 39W MD BASE FLD/#27287	211-00-75-20-2100	20200254		02/12/20	9.66
				OPERATING SUPPLIES				9.66
2209665			VISA					9.66
L	01/21/20	01	LIB USPS PRIORITY MAIL DEC	999-99-00-00-1000			02/12/20	259.05
				HOLDING ACCOUNT				259.05

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 12, 2020

DATE: 02/06/20
 TIME: 09:20:55
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

PAGE: 14

INVOICES DUE ON/BEFORE 02/12/2020
 INVOICES IN BATCH LB0212

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2301700			WM CORPORATE SERVICES, INC					
L	01/06/20	01	LIB DEC SERVICE	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	117.00
								INVOICE TOTAL: 117.00
								VENDOR TOTAL: 117.00
2301728			AMANDA JEAN WATKINS					
L	01/21/20	01	ARTASTIC PROG 1/14/20	999-99-00-00-1000 HOLDING ACCOUNT			02/12/20	125.00
								INVOICE TOTAL: 125.00
								VENDOR TOTAL: 125.00
								TOTAL ALL INVOICES: 82,807.97

ALPHA GRAND RAPIDS PUBLIC LIBRARY BILL LIST - FEBRUARY 12, 2020

DATE: 02/06/2020
 TIME: 09:24:24
 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/12/2020
 INVOICES IN BATCH LB0212

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	3,604.09	148.55
0113100	AMAZON.COM	633.79	780.47
0113233	AMERIPRIDE SERVICES INC	711.80	79.02
0118660	ARROWHEAD LIBRARY SYSTEM	22.20	95.60
0201428	BAKER & TAYLOR LLC	1,908.61	1,539.66
0205640	LEAGUE OF MN CITIES INS TRUST	436,463.00	12,350.09
0215750	BOUNDARY WATERS JOURNAL	0.00	26.00
0315455	COLE HARDWARE INC	798.64	104.44
0401425	DAKOTA SUPPLY GROUP	191.00	379.20
0405223	DEER RIVER HIRED HANDS INC	300.00	180.00
0421455	DULUTH NEWS TRIBUNE	0.00	346.84
0605191	FIDELITY SECURITY LIFE INS CO	135.78	13.80
0609525	FINDAWAY WORLD LLC	0.00	351.45
0718010	CITY OF GRAND RAPIDS	2,612.06	209.69
0718015	GRAND RAPIDS CITY PAYROLL	779,651.91	41,222.85
0914800	INVEST EARLY PROJECT	0.00	3,760.00
1015337	MICHELLE JOHNSON	24.38	24.38
1209516	LINCOLN NATIONAL LIFE	3,018.46	78.00
1301146	MARCO TECHNOLOGIES, LLC	1,274.12	248.96
1309199	MINNESOTA ENERGY RESOURCES	202,156.42	698.28
1309335	MINNESOTA REVENUE	2,203.67	59.56
1405850	NEXTERA COMMUNICATIONS LLC	431.26	70.54
1415377	NORTHERN BUSINESS PRODUCTS INC	547.63	570.09
1516220	OPERATING ENGINEERS LOCAL #49	102,180.00	11,216.00
1601750	PAUL BUNYAN COMMUNICATIONS	796.28	245.04
1605665	PERSONNEL DYNAMICS LLC	1,755.66	960.09
1621130	P.U.C.	47,094.29	2,245.62
1805150	RECORDED BOOKS INC	0.00	2,614.00
1821700	MICHAEL RUSSELL	0.00	750.00
1901535	SANDSTROM'S INC	9,808.62	241.07
1920065	STAR TRIBUNE	552.76	512.72
2114356	UNIQUE MANAGEMENT SERVICES	152.15	134.25
2114750	UNUM LIFE INSURANCE CO OF AMER	520.70	41.00
2209421	VIKING ELECTRIC SUPPLY INC	886.28	9.66
2209665	VISA	4,783.06	259.05
2301700	WM CORPORATE SERVICES, INC	1,843.60	117.00
2301728	AMANDA JEAN WATKINS	125.00	125.00
TOTAL ALL VENDORS:			82,807.97

GRAL Director's Report

FEBRUARY 2020

ADVOCACY

-Equitable Library Funding

City Administrator Tom Pagel and I met with the Itasca County Administrator on 1/22 to discuss library funding. Based on that meeting, the City Administrator and I are preparing a model that shows how an equitable funding scenario impacts City and County taxes, a Library value analysis that captures the value of services provided, and a data rich summary of how Library services boost economic development in our community. We plan to meet again 2/19. Stay tuned for an update at our next Library Board meeting.

-Banner Year @ your Library

Please see my article from the 1/12/2020 Grand Rapids Herald Review detailing CIRC statistics from 2019.

-Grow Grand Rapids 2040 Comprehensive Plan (DRAFT)

A draft of the updated Comprehensive Plan has been produced and is being circulated to the Steering Committee for their review. Grand Rapids Area Library is explicitly mentioned in Chapter 9 – Public Infrastructure and Services. Under 'On-Going Action' the draft plan calls for the Library to continue providing quality Library services to Grand Rapids and Itasca County. Short-Term and Long-Term Action(s) are: Pursue an equitable funding scenario for the library based on use statistics from the City of Grand Rapids and Itasca County.

*Please be aware that finalizing the Comp Plan process involves a recommendation by the Steering Committee and review and approval by the Planning Commission and the Council.

LIBRARY MANAGEMENT

-Minnesota Public Library Annual Report

I am in the process of gathering, calculating, and double checking data needed for the Minnesota Public Library Annual Report. Minnesota's public libraries are required by law (Minnesota Statutes 134.13) to submit annual reports to the Minnesota Department of Education by April 1, 2020. The Department of Education is required by law to collect statistics on the revenue, expenditures, services, and use of the regional public library systems and the public libraries in the state.

-Passport Application Acceptance Program 2020 Annual Certification
APPROVED.

FACILITIES MAINTAINANCE / SPACE

-The Facilities Maintenance Manager is working on a comprehensive list of Library maintenance items for the next several years. I will include the list in a future Board packet. Nathan is available to come to a meeting and answer questions.

-MDI Hired Hands has announced that it is discontinuing its recycling business with the last day of collection being March 31. Local non-profit - Itasca Life Options - is interested in taking discarded books and I am working with the Facilities Maintenance Manager to find an alternative for other recyclables.

-Mike Russell cleaned carpet in the high traffic areas of the Library over the MLK holiday weekend. He will be back a couple more times between now and summertime to keep the floors looking good.

-New cleaner provided by Personnel Dynamics is doing a good job keeping the Library clean – a challenging task during the Winter months.

-The north facing masonry wall in the Children's department is leaking during heavy rains. Two masonry contractors (including the original builder) have made site visits. Facilities Maintenance Manager reports he is waiting for Spring to move forward.

-Playground update: City Engineer is studying the feasibility of locating the playground east of the building. At that point we may have a cost estimate for the project. NO UPDATE

FIRE RESPONSE

-GRFD responded to 21 calls in January. 11 of those impacted my work schedule for a total of 17 hours away from the Library.

END OF REPORT

Banner Year @ your Library

Will Richter, Director

It was a banner year at the busiest library in NE Minnesota outside Duluth! Key accomplishments include putting on a record setting Summer Reading Program that served over 1,100 children (part of a total attendance for Library programs of over 10,000), creating a new dedicated Teen Space and expanding study/meeting space, and accepting 1,000 new passport applications (while saving many more residents time and money helping with the renewal process).

Even the traditional stock and trade of checking out books is booming:

Check-out of physical items increased to 160,582 – up 3.35% from 2018.

Digging deeper, check-outs are a library statistic that show when and where use is coming from:

Over half of check-outs at Grand Rapids Area Library are from residents of greater Itasca County who come to the Library when they visit Grand Rapids. Additionally, 75% of all check-outs at the six public libraries in Itasca County happen at Grand Rapids Area Library. This is a long term use pattern.

Itasca County 51.03%

Grand Rapids 38.35%

Regional 10.62%

Some of the growth in use (as measured by check-outs) is from cities and townships contiguous to Grand Rapids:

Arbo Township +25.19% to 2,987

Cohasset +7.7% to 12,609

Harris Township +8.87% to 15,337

LaPrairie +23.34% to 3,334

But a broad look illustrates how Grand Rapids Area Library truly is Itasca County's Library:

Balsam Township 1,249

Bigfork City& Township 536

Bovey 2,974*

Calumet 146*

Coleraine 4,223*

Deer River City & Township 4,282

Lawrence Township 1,552

Marcell City & Township 1,640

Marble 201*

Morse Township 850

Nashwauk / Keewatin 966*

Oteneagen Township 419

Pengilly 669

Trout Lake Township 2,448

Unorganized Townships 12,259

*check-outs at Grand Rapids Area Library from patrons who have access to a library in their hometown

Make GRAL a 2020 Resolution

Library staff are excited about providing high quality programs and services to the community – if you are not a Library user, check us out!

Upcoming Children's Programs

Book Time! Monday, January 13 at 9:30 and 10:30

Join ECFE teachers in the Story Circle for books, songs, finger plays, flannel board stories, and all other sorts of fun! Then move to the Community Room for a snack, a craft, and a time to play and visit.

Artastic! Tuesday, January 14 at 3:30

Are you a kid who likes to create? Join us for our monthly art program, Artastic! Open to everyone, sign up at the Children's Desk. (218) 327-8823

Saturday Story Time! Saturday, January 18 at 10:15 and 11:15

Join ECFE teachers in the Story Circle for books and songs, then move to the Community Room for a snack, a craft, and a time to play and visit. Families may earn one Baby Steps coupon for attending this Story Time.

Lego Club! Tuesday, January 21 at 3:30

Are you a kid who likes to build? Join us for our next Lego Club! Lego Club is open to everybody, and Lego creations are displayed in the Children's Library between programs. We supply the Lego; you supply the imagination!

Upcoming Adult Programs

Foundations of Investing Thursday, January 16 at 6:00

Building your investor IQ starts with understanding the basics. Whether you are new to investing or need a refresher, join Michelle Rodenberg and Rebecca Grover from Edward Jones for a seminar that will help you learn about the importance of developing a strategy, the impact of asset allocation, and the influence of inflation on your long-term goals.

Movie Night! Thursday, January 23 at 6:00

Awards season has begun and the buzz is big for our first "Movie Night" film of 2020. Join us for a fun evening where you can see a critically acclaimed movie in the company of friends—all for free! We'll provide seats and popcorn. Attendees may bring additional snacks or other comforts. More details are available at the Library. This film is rated PG-13.

Reif on the River featuring vocalist Aby Wolf Wednesday, January 29 at 6:00

Vocalist and songwriter Aby Wolf has attained broad recognition as the Midwest region's premier vocal talent. She is the recipient of numerous industry awards, tours internationally, and regularly perform at some of the Twin Cities' finest venues. In conjunction with the Reif Arts Council, this intimate outreach engagement allows Library guests a unique opportunity to experience her artistry first-hand.

Radio: Beyond the Mic featuring Heidi & Kari from KAXE Thursday, January 30 at 6:00

Did you know the first rural community radio station was started right here in Grand Rapids? Find out how community radio works, how KAXE connects with community organizations and people, and how they choose which music to play. Plus – learn about available opportunities to volunteer at the station.

Martin Luther King Jr. Holiday Library closed Monday, January 20

About GRAL

The Grand Rapids Area Library is funded by local tax dollars allocated by two elected bodies – the Grand Rapids City Council and Itasca County Board of Commissioners. The Library does not receive direct support from State or Federal sources and contrary to popular belief does not receive ongoing support from the Blandin Foundation. So, please thank your Commissioner and Council member (if applicable) for supporting Library services.

Thank you to the Friends of the Grand Rapids Area Library and the Grand Rapids Area Library Foundation for support that enhances basic library services.

A special thank you to the 70+ volunteers who help make the Library go!

Assistant Director Report

February 2020

Teens

I thought winter was going to be done February 1st, but it's not 😊. So the deadline for winter reading has been extended until February 28. This year teens get an activity card, complete 8 squares and get a free book. So far, 10 teens have completed the challenge. We shall see how many participate in February.

The monthly drawing had 9 participants. Teens who participated filled in the missing letters of four authors names. B. Graeber won the drawing.

The display in the teen area is cookbooks. One of the activities teens can do for winter reading is to read a recipe and cook it (if they can). Hopefully they will check out a cookbook or two!

Operations

Nicole changed out the display table near the front doors. She found books with red covers and made a cute display with a sign for the "well-red books". She also put out some of the Love Your Library bookmarks and posters.

The library receives minimal paper tax forms. The state doesn't send any forms and federal forms are limited to the 1040 booklet and instructions. Stokes sells W-2 and 1099 Misc. forms which is helpful for us because we are able to send patrons who need those forms to Stokes.

The Friends of the Library meet February 12.

January in Children's

Okay, I can admit it now. It was intense! Usually, I just shrug it off, because the timeline is ridiculous. But this year, I thought, we had a pretty good chance, if both Dion and I had our heads in the game. And we brought it!

The deadline for inclusion in the Summer Children's Programming catalog was January 31. Really? How can even one duck be expected to line up by the end of January? I haven't talked to people, checked final calendars, or even reserved the meeting rooms by the end of January. Except for this year. Oh! And I had January 31 off, so I pressed send at 6:56 p.m. on Thursday January 30, and the vast majority of our summer programming, including 15 different programs and series, will be in the catalog. Yahoo!! (I don't know if the stars will ever align like this again, but we're waving the checkered flag this year.)

The young boy who was killed in the farming accident in January, was one of our Murphy 3rd graders. He is weighing heavy on my mind this week as I am planning for his class' next visit. This will be their first visit without him, and the last time they were here was the very last time all the Murphy 3rd graders were together, on Friday, January 17. He died two days later. They are, again, all coming together, due to scheduling conflicts. (Weather permitting, even in the winter, they normally walk down as individual classes. Last month they bussed together because of inclement weather.) I think this, potentially, may be a difficult visit for his classmates, and am preparing as much as I can. Hopefully the healing they have experienced at their school will extend to this space, as well.

I enjoyed both book clubs in January. Page Turners (kids roughly 8-11) read "The Backward Bird Dog" by Bill Wallace, and we made Puppy Chow together. (In the staff lounge, no less...I work with very understanding, and supportive, people!) The Book Bandits, my new club for kids 12 and up, read "The Unwants." While there are only three members so far, we had a wonderful hour discussing the book and working on a project that required Mod Podge. Matter of fact, we decided we may need to change the name of this book club to "The Mod-Podgers," because we all had so much fun. (The secret handshake would include a pantomime of hands glued together. ☺)

Also, in January, I did a radio interview with Tammy Bobrowsky, the staff librarian at KAXE-KBXE, discussing the Newbery and Caldecott Medals. It aired the day before Newbery Monday, which was January 27. Newbery Monday is my very favorite day of the year, and this year did not disappoint. Live streaming from my bed, I was delighted to see that we already owned most (not all) of the major award winners, including nearly all of the American Indian Youth Literature Award winners. I am proud of the diversity on our shelves, and hope that our young patrons can not only find themselves among these pages, but that their worldview is also expanded by the books they discover at GRAL.

It Needs to Be Fun @Your Library

Tracy Kampa, Children's Library

I came across a meme the other day that really struck home. It was a quote by literacy specialist, Kyrene Beers: "If we teach a child to read, but fail to develop a desire to read, we will have created a skilled nonreader, a literate illiterate. And no high test score will ever undo that damage." But how do we develop a desire to read?

Humans are pleasure-seekers. That is, we will continue to do what brings us pleasure. Knowing that, I propose the following: reading needs to be fun. At some point in every reader's life, they were excited about reading. Indeed, studies indicate that nearly 100% of kindergartners report being excited about reading. That number drops to 50% by 4th grade and around 25% by 8th grade. Obviously, our public school system is not designed to instill the love of reading into our society. (And I'm in no way implying that they should be tasked with that job. However, I recognize, with great admiration and thanks, that some teachers do it naturally.) In addition, children spend far more time out of school than in school, thus, developing a love of reading should be an out-of-school endeavor.

My goal for each of my young patrons is that they become a life-long reader. Why? Because I want them to experience the thrill of finishing an exciting story, the wonder of a new idea, the recognition of somebody just like them found in the pages. I want them to know the agony of not wanting a book to end, I want them to smile at something tender, and laugh out loud at something funny or gross. I also really want to live among smart people, in a society that honors and encourages that intelligence. And the fastest way to grow intelligence is by reading. (And remember, it doesn't matter what we read, it matters that we read. Intelligence can be grown by reading Captain Underpants for two solid years. It will not grow if we don't allow kids to read what they want because we think they should be reading something "better.")

Today, then, I'm challenging you to consider new ways to make reading a fun part of your child's day. You will have to decide what will work best for you, but I can give you a few thoughts to start you on your journey. The most powerful way to encourage a love of reading is to read with your children. Find time in your day to read a chapter book together. Or, make it standard operating procedure that you all listen to an audiobook together while you are making dinner, or before bed. In addition, find ways to make reading lucrative. One of my best parenting moves was "Reading Night." It happened completely by accident, while trying to get my kids to bed on a Friday night. I proposed that as long as they were in bed by a reasonable hour they could read as late as they wanted. Oh, the power! Oh, the books read over the next several years! I'm sure that you and the other adults in your household can put your heads together and come up with ways to encourage reading fun, not reading drudgery. (And when you come up with some things that work in your house, please share!)

I, too, decided to make some changes to encourage the fun of reading. The first is this: on June 2, the last day of school, we are planning a shindig the likes of which the library has not seen. There will be hot dogs, and popcorn, and cotton candy. We will have games, and activities, and prizes. Plan on heading to the library after school to celebrate the completed school year and the fun of summer reading stretched out before us! I know it's several months in the future, but please, put it on your calendar now. Reading is worth celebrating, and we want to celebrate with you!

P.S. Monday, January 27 is Newbery Monday! Eeeep! How can you even sleep?

This Week at Your Library:

Wednesday, January 29 at 6:00 it's Reif on the River featuring vocalist Aby Wolf! Vocalist and songwriter Aby Wolf has attained broad recognition as the Midwest region's premier vocal talent. In conjunction with the Reif Arts Council, this intimate outreach engagement allows Library guests a unique opportunity to experience her artistry first-hand. This activity is made possible by voters of Minnesota through a grant from the Minnesota State Arts Board, thanks to a legislative appropriation from the Arts and Cultural Heritage Fund.

Thursday, January 30 at 6:00, it's Radio: Beyond the Mic featuring Heidi & Kari from KAXE! Did you know the first rural community radio station was started right here in Grand Rapids? Find out how community radio works, how KAXE connects with community organizations and people, and how they choose which music to play. Plus – learn about available opportunities to volunteer at the station.

Saturday, February 1 at 10:15 and 11:15 it's time for Saturday Story Time! Join ECFE teachers in the Story Circle for books and songs, then move to the Community Room for a snack, a craft, and a time to play and visit. Families may earn one Baby Steps coupon for attending this Story Time.



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My Flyers

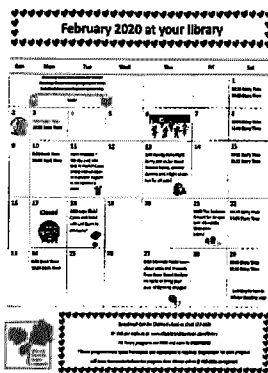
View your active flyers below.

Note: Flyer metrics show data from Sept. 8, 2016 through the present.

Find

More Results:

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Title

February at the Library (924670)
Submitted: Jan 29-16:25

School View Flyer Metrics

Schools	District Approval	Current Status	Post Date	Duration
ISD 318*				
Cohasset Elementary School	Pending	Pending Approval	Feb. 4, 2020	1 month
Edna I. Murphy Elementary School	Pending	Pending Approval	Feb. 4, 2020	1 month
Forest Lake Elementary School	Pending	Pending Approval	Feb. 4, 2020	1 month
Robert J. Elkington Middle School	Pending	Pending Approval	Feb. 4, 2020	1 month
Southwest Elementary School	Pending	Pending Approval	Feb. 4, 2020	1 month

Delete Flyer

January at the Library (899061)
Submitted: Dec 23-14:27

Metrics

Total Emails Sent	Total Emails Opened	Total Clicks
2,082	1,019 (48.9%)	78

School View Flyer Metrics

Schools	District Approval	Current Status	Post Date	Duration
ISD 318*				
Cohasset Elementary School	Approved	Expired	Dec. 31, 2019	1 month
Edna I. Murphy Elementary School	Approved	Expired	Dec. 31, 2019	1 month
Forest Lake Elementary School	Approved	Expired	Dec. 31, 2019	1 month
Robert J. Elkington Middle School	Approved	Expired	Dec. 31, 2019	1 month
Southwest Elementary School	Approved	Expired	Dec. 31, 2019	1 month

Delete Flyer



Chat

Grand Rapids Area Library Children's November Calendar (855813)
Submitted: Oct 28-11:54

Metrics

Total Emails Sent	Total Emails Opened	Total Clicks
2,079	964 (46.4%)	35

School View Flyer Metrics

Schools	District Approval	Current Status	Post Date	Duration
---------	-------------------	----------------	-----------	----------

CIRCULATION					
Check-outs	11,223	YTD	11,223	YTD 2019	11,110
Total Circulation	12,972		12,972		13,019
Returns	12,149		12,149		11,906
New cards	83		83		113

Door count 8386
 YTD door count 8386

TECHNICAL PROCESSES					
Books cataloged and processed	493	YTD	493	YTD 2019	546
Withdrawn copies	364		364		1,965

Door counter not working for 2 days

REFERENCE					
questions	896	YTD	896	YTD 2019	1,067
tests proctored	3		3		0
computer help over 5 minutes	64		64		112
Passports	146		146		91
INTERNET					
Pharos sessions ***	748	HOURS	507	YTD HOURS	506
		SESSIONS	748	YTD SESSIONS	748
				YTD 2019	909
					724

Non-Pharos sessions VOLUNTEERS				
	52	HOURS	267.25	YTD HOURS
				279.75

MEETING ROOM COMMUNITY ROOM/GSR			
	54	YTD GROUPS	54

PROGRAMS & TOURS						
BOOK TIME	4	PEOPLE	59	YTD PROGRAMS	4	YTD 2019 people
SATURDAY STORY TIME	6		103		6	80
CLASS VISITS	5		132		8	173
NON SCHOOL GROUPS	0		0		10	293
CHILDREN'S PROGRAMS	5		56		0	0
TEEN PROGRAMS	2		19		4	62
Total Youth Programs	22		369		2	11
Total Adult Programs	4		56		28	619
					4	75

BOOKINGS & ARRANGEMENTS TOTALS				
	9.5	HRS THIS MONTH	9.5	YTD 2019
				9

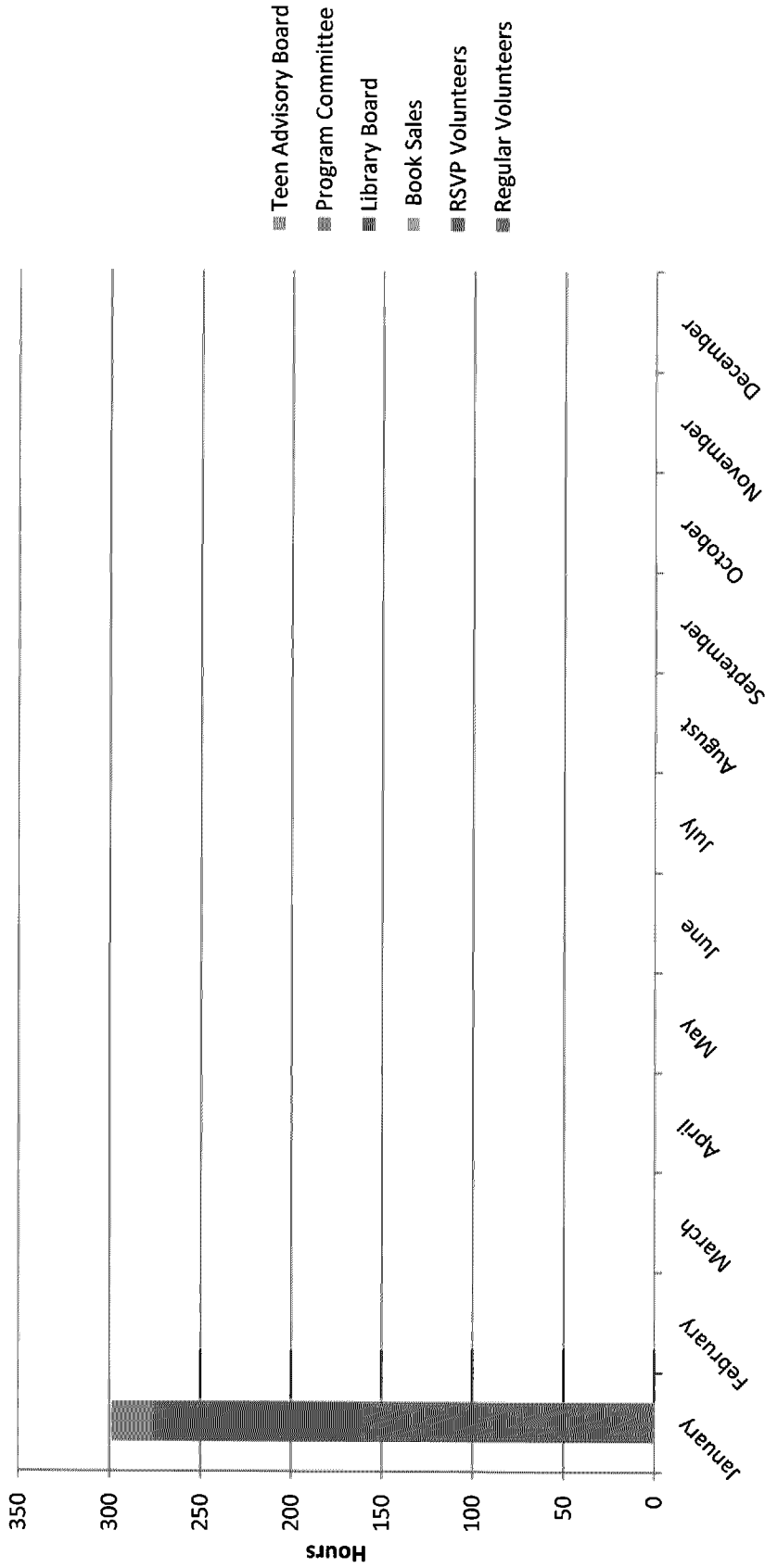
2020 Volunteer Report

Grand Rapids Area Library

Months	Regular Volunteers		RSVP Volunteers		Library Board		Book Sales		Program Committee		Teen Advisory Board		Friends of the Library		Total	
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	28	162.5	10	104.75	7	9			7	22.5	0	0			52	267.25
February															0	0
March															0	0
April															0	0
May															0	0
June															0	0
July															0	0
August															0	0
September															0	0
October															0	0
November															0	0
December															0	0
Total	28	162.5	10	104.75	7	9	0	0	7	22.5	0	0	0	0	52	267.25

* Regular and RSVP Volunteers who also serve on a committee will show in both columns but NOT double counted in total

2020 Grand Rapids Area Library Volunteer Hours



Board member

introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2020-02
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:

Susan Hawkinson \$125.00 (undesignated)

Friends of the Grand Rapids Area Library 7 office chairs valued at \$2,674.00

Friends of the Grand Rapids Area Library - \$360.00 for Q4 2019 & Q1 2020 recycling

Friends of the Grand Rapids Area Library – \$528.78 for Mobile Hanging Bag Rack

Adopted this 12th day of February, 2020

Jean MacDonell, President

Lisa Tabbert, Secretary

Board member
in favor thereof:

seconded the foregoing resolution and the following voted

And the following voted against same:

And the following abstained:

Whereby the resolution was declared duly passed and adopted.

BARNABAS 22

Mary Myers Corwin

Barnabas 22 is a project which aims to shed light on the statistic from the Veterans Administration that each day 22 veterans are lost to suicide. The focus of the project is an art exhibit of 22 chalk pastel portraits of service dogs and emotional support animals. Each dog is an important part of the life of a military veteran and an essential part of their wellbeing. The stories of these veterans and their devoted battle buddies shows the important difference that a service animal can make in preventing suicide and promoting healing.

About the Artist

Mary Myers Corwin has been an Artist in Residence with the City of Grand Rapids Arts and Culture Commission's residency program in Old Central School since 2016 when she retired from her job of more than 20 years as support staff for the Grand Rapids, MN Police Department.

Mary began painting in the 1980s and studied with Jackie Jensen Dingmann of Grand Rapids. In recent years her primary focus has been on creating portraits of dogs in chalk pastel. She was a winner of the 2017 Dick Blick Pet Portrait national contest and her dog portraits have been recognized in both the 2018 and 2019 Juried Art Exhibition at MacRostie Art Center.

Mary has a passion for supporting and working to honor the people who serve as law enforcement officers, active duty military personnel, and veterans.

Find more on Facebook @BarnabasMoon

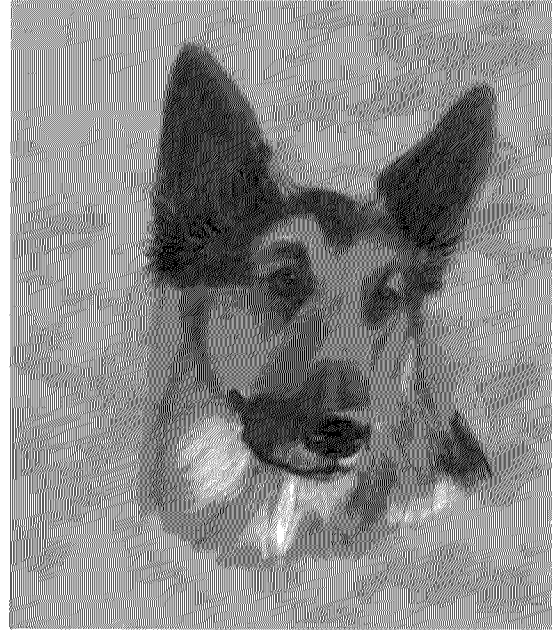
This project is supported by VFW Post 1720 and is made possible in part by the voters of Minnesota through a grant from the Arrowhead Regional Arts Council, thanks to appropriations from the Minnesota State Legislature's general and arts and cultural heritage funds.





Buck
Fred Trammy
US Air Force 836 Hosp. ; 1964-1968

*Thor has helped me to have a better life.
With him I can reduce my anger and other
problems. He helps keep me calm.*



Thor
Captain, Armor
US Army; Afghanistan, 2011

Buck equals freedom.



Jackson
Jordan Norris
SPC US Army, Korea

*I have a traumatic brain injury. I cannot express
how much he has helped me – from the seizures
to going out in public. He did everything. He
wasn't just my dog. He was my best friend.*



Bella
Phil Ratzlaff
Marine Sgt., 1970-1974

*Bella is my constant companion and
helper.*

**CITY OF GRAND RAPIDS
2021 PROPOSED PERSONNEL
LIBRARY**

JOB TITLE	PERMANENT EMPLOYEE NAME	2020		PROPOSED 2021		FICA	MEDICARE	PERA	HEALTH	LIFE	TOTAL
		WAGES	OT	WAGES	WAGES						
Library Director	Will Richter 36.8717	78,802		81,167		5,032	1,177	6,088	19,244	25	112,732
Asst. Library Dir.	Amy Dettmer	75,242		77,499		4,805	1,124	5,812	19,244	25	108,509
Reference Librarian	John Nalan 2/14/19	53,424	steps	57,392		3,558	832	4,304	19,244	25	85,356
Circulation Tech	Not filling	-		-		-	-	-	-	-	-
Public Services Clerk I	Deb Moebakken	38,688		39,853		2,471	578	2,989	19,244	25	65,159
Children's Librarian	Tracy Kampa	55,286		56,950		3,531	826	4,271	19,244	25	84,847
Catalog Technician	Michelle Johnson	57,138	with long	58,802		3,646	853	4,410	19,244	25	86,979
Public Svc Clerk -Childrens	Dion Holcomb-Card	44,450		45,781		2,838	664	3,434	19,244	25	71,985
Public Svc Clerk -Circulation	April Chance 4/1/19	42,221	steps	45,504		2,821	660	3,413	19,244	25	71,667
Total Fulltime		445,251		462,948							
Volunteer Coord (.5X)	Nicole Johnson	24,513	steps	25,407		1,575	368	1,906	-	25	29,281
Total Parttime		24,513		25,407							
Total Permanent		469,764	-	488,356		30,278	7,081	36,627	153,952	221	716,515
Work Comp											2,628
Contract Services		7,000									8,510
Total Personnel		476,764		488,356		30,278	7,081	36,627	153,952	221	727,653

Increase
6.0%

Increase
3.00%