

Library Board Meeting Agenda

Grand Rapids Area Library

September 11, 2019 5:00 P.M.

Call to order

Roll call

Public comment (if anyone wishes to address the Board)

Approval of agenda

Minutes – approval of August minutes

Communications

Certification of Minimum Local Support Requirements: 2020 (City of Grand Rapids)

Certification of Minimum Local Support Requirements: 2020 (Itasca County)

Billing notice from Accounts Payable, Re: Waste Management

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

Discuss Board recruitment / strategic planning

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

\$143.20 Unique Management Services

\$137.56 Sandstrom's Inc.

\$2,656.00 SVL Service Corporation

2. Approve contracts and payment to presenters

3. Approve Resolution Accepting Donations

\$42.00 for a 1-year subscription to THE SUN magazine from Neal Nicolaus and Susan Johnston

\$100.00 from Class of 1969 (undesignated)

\$100.00 from Bob and Ginny Wickman (undesignated)

Regular Agenda

1. Mayor Dale Adams and City Administrator Tom Pagel (rescheduled for next month)

2. Discuss 2020 budget

3. Discuss 2020 calendar

Adjourn

Grand Rapids Area Library Regular Board Meeting August 14, 2019

Call to Order: The monthly board meeting was called to order at 4:58 by Randy McCarty

Roll Call:

Members Present: Lisa Tabbert, Randy McCarty, Cyndy Martin, Deborah Kee, Jean MacDonell, Max Peters, Richard Thouin, Susan Zeige.

Members Absent: Dennis Jerome.

Staff Present: Director William Richter.

Public Comment:

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

Minutes: Cyndy Martin made a motion to approve minutes from the July board meeting. A second was made by Richard Thouin. The motion was passed unanimously.

Communications:

- a. Letter from Jim Weikum to Itasca County Board of Commissioners
- b. Apportionment letter from Itasca County to Arrowhead Library System
- c. MDE letter accepting 2018 annual report
- d. Letter to Commissioner DeNucci from Barb Sanderson
- e. Letter to Commissioner Tinquist from Roberta Palen
- f. Thank you to REF desk staff

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

Staff Report: Request is active with Itasca County. Discussion of challenges request must overcome. Township visits continue. Blackberry is very supportive. The Library foundation has given a pledge for Saturday story time next year. Library reading bar grant was awarded. Book sale was very successful. The city will not be increasing budget for the library next year. Passport revenue expected to decrease. To offset the decreased revenue, funds will be taken out of the book budget. List of maintenance items on the horizon and discussion of north wall issue (leaking). Blandin is developing a new way to reuse their warm water which complicates the heating of the library. Due to these reasons, consider pursuing the county for a larger budget. Looking at putting an emergency exit in the children's section. Increased drug activity around the riverfront has led to looking at patrols for the library and the new bridge. Looking at taking down the bushes for safety reasons and to make room for the new playground.

Old Business:

- a. Advocacy updates from Board members

New Business:

Consent Agenda: Jean MacDonell made a motion to approve the consent agenda, a second was made by Max Peters. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills

- a. (None)

2. Approve contracts and payment to presenters

- a. (None)

3. Approve Resolution 2019-10 Accepting Donations

- a. \$2,720.00 from Grand Rapids Area Library Foundation for Saturday Story Time Jan-May
- b. \$357.66 from Grand Rapids Area Library Foundation for Rapids Reads

- c. \$1,000.00 from Wabana Township for Library services
- d. \$180.00 from Friends of the Grand Rapids Area Library for recycling (Q2)
- e. \$250.00 from Arrowhead Library System - 'Mini Grant'

Regular Agenda:

- a. Provide input to Get Fit Itasca regarding interpretive signs
- b. Discuss Board recruitment / strategic planning
- c. Discuss 2020 budget

Adjourn: The monthly board meeting was adjourned at 5:47 p.m. by Randy McCarty.

E: 08/09/2019
 TIME: 09:08:38
 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/14/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0113100	AMAZON.COM	2,275.20	184.85
0113233	AMERIPRIDE SERVICES INC	4,192.01	57.16
0114200	ANDERSON GLASS	14,215.42	75.00
0118660	ARROWHEAD LIBRARY SYSTEM	1,331.54	69.25
0201428	BAKER & TAYLOR LLC	9,334.49	3,938.89
0212124	BLACKSTONE PUBLISHING	917.77	239.99
0221700	BUSY BEES QUALITY CLNG SVC INC	22,268.00	1,700.00
0315455	COLE HARDWARE INC	5,062.86	32.95
0405223	DEER RIVER HIRED HANDS INC	1,110.00	180.00
0605191	FIDELITY SECURITY LIFE INS CO	602.61	6.57
0718010	CITY OF GRAND RAPIDS	36,535.15	1,131.25
0718015	GRAND RAPIDS CITY PAYROLL	4,166,853.03	39,697.67
0914800	INVEST EARLY PROJECT	8,160.00	640.00
1209516	LINCOLN NATIONAL LIFE	11,481.20	78.00
1301146	MARCO TECHNOLOGIES, LLC	8,365.51	278.05
1301300	DIANA RAE MAGNER	250.00	125.00
1309199	MINNESOTA ENERGY RESOURCES	27,877.08	139.23
1309332	MN STATE RETIREMENT SYSTEM	36,133.28	613.55
1309335	MINNESOTA REVENUE	30,169.70	74.29
1405725	NETWORK SERVICES COMPANY	8,398.96	309.70
1405850	NEXTERA COMMUNICATIONS LLC	3,152.79	74.50
1415377	NORTHERN BUSINESS PRODUCTS INC	6,477.67	945.83
1516220	OPERATING ENGINEERS LOCAL #49	732,588.00	11,216.00
1601750	PAUL BUNYAN COMMUNICATIONS	4,145.49	491.68
1605665	PERSONNEL DYNAMICS LLC	13,761.97	646.49
1621130	P.U.C.	261,874.02	3,001.13
1801610	RAPIDS PLUMBING & HEATING INC	7,005.85	23.85
1805150	RECORDED BOOKS INC	3,859.45	7.95
1909510	SIM SUPPLY INC	348.01	125.28
1913347	KATIE ELIZABETH SMITH	375.00	250.00
1920555	STOKES PRINTING & OFFICE	1,649.89	87.96
2018225	TREASURE BAY PRINTING	854.13	6.50
2114356	UNIQUE MANAGEMENT SERVICES	930.80	143.20
2209421	VIKING ELECTRIC SUPPLY INC	5,700.02	280.80
2209665	VISA	44,524.60	433.20
2301728	AMANDA JEAN WATKINS	625.00	375.00
T000624	HEIDI BETH HENRIKSEN AMOUTA	75.00	75.00
T001190	KATHRYN THIES	75.00	75.00
T001191	JENNA JUSTINE JOY HASS	75.00	75.00

TOTAL ALL VENDORS:

67,905.77

DATE: 08/09/2019
 TIME: 08:47:56
 AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/14/2019

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	184.85
0113233	AMERIPRIDE SERVICES INC	57.16
0114200	ANDERSON GLASS	75.00
0118660	ARROWHEAD LIBRARY SYSTEM	69.25
0201428	BAKER & TAYLOR LLC	3,938.89
0212124	BLACKSTONE PUBLISHING	239.99
0221700	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0315455	COLE HARDWARE INC	32.95
0405223	DEER RIVER HIRED HANDS INC	180.00
0718010	CITY OF GRAND RAPIDS	1,131.25
0914800	INVEST EARLY PROJECT	640.00
1309332	MN STATE RETIREMENT SYSTEM	613.55
1405725	NETWORK SERVICES COMPANY	309.70
1415377	NORTHERN BUSINESS PRODUCTS INC	945.83
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1909510	SIM SUPPLY INC	125.28
1920555	STOKES PRINTING & OFFICE	87.96
2018225	TREASURE BAY PRINTING	6.50
2114356	UNIQUE MANAGEMENT SERVICES	143.20
2209421	VIKING ELECTRIC SUPPLY INC	280.80

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 11,440.45

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0605191	FIDELITY SECURITY LIFE INS CO	6.57
0718015	GRAND RAPIDS CITY PAYROLL	39,697.67
1209516	LINCOLN NATIONAL LIFE	78.00
1301146	MARCO TECHNOLOGIES, LLC	278.05
1301300	DIANA RAE MAGNER	125.00
1309199	MINNESOTA ENERGY RESOURCES	139.23
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1913347	KATIE ELIZABETH SMITH	250.00
2209665	VISA	433.20
2301728	AMANDA JEAN WATKINS	375.00
T000624	HEIDI BETH HENRIKSEN AMOUTA	75.00
T001190	KATHRYN THIES	75.00
T001191	JENNA JUSTINE JOY HASS	75.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 56,465.32

TOTAL ALL DEPARTMENTS

67,905.77



State Library Services
1500 Highway 36 West
Roseville, MN 55113
v: 651-582-8791 f: 651-582-8752
jennifer.r.nelson@state.mn.us

July 2019

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2020

This is to certify the 2020 minimum level of financial support to be provided for operating expenses for public library services and participation in the regional public library system programs pursuant to *Minnesota Statutes*, Chapter 134.34 for the city of:

Grand Rapids

The state-certified level of library support for 2020 is: **\$391,618**

This amount represents the equivalent of 90% of the official 2011 state-certified level of library support.



State Library Services
1500 Highway 36 West
Roseville, MN 55113
v: 651-582-8791 f: 651-582-8752
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July 2019

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2020

This is to certify the 2020 minimum level of financial support to be provided for operating expenses for public library services and participation in the regional public library system programs pursuant to *Minnesota Statutes*, Chapter 134.34 for:

Itasca County

The state-certified level of library support for 2020 is: **\$342,709**

This amount represents the equivalent of 90% of the official 2011 state-certified level of library support. The property in those portions of the county excluded for the purpose of determining the library levy and providing the minimum amount is as follows:

Bovey

Calumet

Coleraine

Grand Rapids

Keewatin

Marble

Details for Service Location: Grand Rapids Airport Maint, 2002 Airport Rd, Grand Rapids MN 55744-4206
Line of Business: Commercial
Customer ID: 4-03821-23009
Service Period: 07/01/19-07/31/19

Description	Date	Ticket	Quantity	Amount
2 Yard dumpster service	07/01/19		1.00	100.00
Mn state solid waste tax 17%				17.00
Total charges for service location				117.00

Previously billed (June 19.18)

Did you know that state and local laws require everyone in WI to recycle? To learn more, call your WM Customer Service Center at 888-960-0008 or visit <http://dnr.wi.gov/u/?q=120> Remember, recycle often, recycle right! Thank you.

Details for Service Location: Public Library, 140 2nd St NE, Grand Rapids MN 55744-2826
Line of Business: Commercial
Customer ID: 4-03857-63007
Service Period: 07/01/19-07/31/19

Description	Date	Ticket	Quantity	Amount
2 Yard dumpster service	07/01/19		1.00	100.00
Mn state solid waste tax 17%				17.00
Total charges for service location				117.00

Previously billed (June 289.56)

Did you know that state and local laws require everyone in WI to recycle? To learn more, call your WM Customer Service Center at 888-960-0008 or visit <http://dnr.wi.gov/u/?q=120> Remember, recycle often, recycle right! Thank you.

Details for Service Location: Central School Committee, 10 5th St NW, Grand Rapids MN 55744-2660
Line of Business: Commercial
Customer ID: 4-04276-13009
Service Period: 07/01/19-07/31/19

Description	Date	Ticket	Quantity	Amount
Overage service yards incident# 15317680	06/28/19	285153	1.00	85.00
Picture taken on 06/28/2019 at 05:46 am				0.00
Ticket Total				85.00
4 Yard dumpster service	07/01/19		1.00	130.00
64 Gallon cart service - recycle materials	07/01/19		1.00	0.00
Mn state solid waste tax 17%				36.55
Total charges for service location				251.55

Previously billed (June 685.13)

Did you know that state and local laws require everyone in WI to recycle? To learn more, call your WM Customer Service Center at 888-960-0008 or visit <http://dnr.wi.gov/u/?q=120> Remember, recycle often, recycle right! Thank you.

Details for Service Location: Itasca Calgary Cemetery, 1700 Hwy 169 E, Grand Rapids MN 55744
Line of Business: Commercial
Customer ID: 8-43982-33009
Service Period: 08/01/19-08/31/19

Description	Date	Ticket	Quantity	Amount
2 Yard dumpster service oam 2nd wed	08/01/19		1.00	60.00
Mn state solid waste tax 17%				10.20
Total charges for service location				70.20

Previously billed (June 94.76)

Did you know that state and local laws require everyone in WI to recycle? To learn more, call your WM Customer Service Center at 888-960-0008 or visit <http://dnr.wi.gov/u/?q=120> Remember, recycle often, recycle right! Thank you.

Invoice Charges - Master Account: City Of Grand Rapids, 420 N Pokegama Ave, Grand Rapids MN 55744-2658
Line of Business: Roll Off
Customer ID: 22-41312-23007
Service Period: MASTER

Description	Date	Ticket	Quantity	Amount
Master account fel				0.00
Total Invoice Charges				0.00

Savings \$ 1,550.24



[REDACTED]

[REDACTED]



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 EIGHT MONTHS ENDING AUGUST 31, 2019
With Comparative Totals for August 31, 2018

	2018 Actual	2019 Actual	2019 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	429,619	430,264	430,264	
Compensated Absences	40,717	41,263	41,263	
Emergency/unanticipated Expenditures	44,574	47,641	47,641	
Major Equipment Replacement	-	-	-	
TOTAL FUND BALANCE 1/1/XX	514,910	519,168	519,168	
Revenues:				
Taxes	401,315	395,946	702,687	56%
Intergovernmental	77,714	77,537	133,282	58%
Charges for Services	36,239	32,338	45,600	71%
Fines & Forfeits	8,114	7,712	12,000	64%
Blandin Foundation Grant	-	-	-	0%
GR Library Foundation	9,242	14,736	8,000	184%
Miscellaneous	39,227	24,676	14,500	170%
Other Sources-Insurance Recovery	-	-	-	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	571,850	552,945	916,069	60%
Expenditures:				
Personnel	439,009	437,083	687,432	64%
Supplies/Materials	63,468	61,741	87,700	70%
Other Services/Charges	90,729	88,970	140,937	63%
GRACF Library Foundation	-	-	-	0%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	593,206	587,794	916,069	64%
OPERATING SURPLUS (DEFICIT)	(21,357)	(34,850)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	19,583	8,521	-	0%
Fund Balance 8/31/XX				
Cash Flow	388,679	386,894	430,264	
Compensated Absences	40,717	41,263	41,263	
Emergency/unanticipated Expenditures	44,574	47,641	47,641	
Major Equipment Replacement	-	-	-	
TOTAL FUND BALANCE 8/31/XX	\$ 473,970	\$ 475,798	\$ 519,168	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$34,054 as of 7/31/19. 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 **AUGUST 31, 2019**

Account Number	Account Description	2019 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 702,687	\$ 338,426	48%
211-00-31-00-0200	DELINQUENT	-	938	0%
211-00-31-00-4055	FISCAL DISPARITIES	-	56,582	0%
211-00-33-00-4250	STATE OF MINNESOTA	-	206	0%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	77,331	60%
211-00-34-00-7960	ALS CROSS-OVERS	5,282	5,282	100%
211-00-34-00-7970	PHOTO COPIES	2,200	2,339	106%
211-00-34-00-7975	INTERNET	3,500	2,019	58%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	600	320	53%
211-00-34-00-7982	PASSPORT PROCESSING FEE	38,500	21,105	55%
211-00-34-00-7990	FAX MACHINE USE	800	1,273	159%
211-00-35-00-1030	LIBRARY FINES	12,000	7,712	64%
211-00-37-00-2310	DONATIONS	1,500	16,745	1116%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	1,000	295	30%
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	1,000	-	0%
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	200	-	0%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,343	103%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	8,000	14,736	184%
211-00-37-00-2375	MEETING ROOM RECEIPTS	4,500	2,653	59%
211-00-37-00-2450	MISCELLANEOUS	2,000	1,893	95%
211-00-37-00-5100	INVESTMENT INCOME	3,000	1,746	58%
		916,069	552,945	60%
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	442,059	283,963	64%
211-00-75-10-1030	SALARY-PARTTIME	22,803	14,757	65%
211-00-75-10-1050	CONTRACTED SERVICES	7,000	6,266	90%
211-00-75-10-1210	PERA	34,865	21,547	62%
211-00-75-10-1220	FICA	28,821	17,728	62%
211-00-75-10-1250	MEDICARE	6,740	4,146	62%
211-00-75-10-1310	HEALTH INSURANCE	142,668	86,924	61%
211-00-75-10-1330	LIFE INSURANCE	221	166	75%
211-00-75-10-1347	VISION INSURANCE	-	1	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,255	1,585	70%
211-00-75-20-2010	OFFICE SUPPLIES	7,000	4,271	61%
211-00-75-20-2020	COPY SUPPLIES	1,400	675	48%
211-00-75-20-2030	PRINTING/BINDING	900	1,086	121%
211-00-75-20-2060	COMPUTER SUPPLIES	2,600	2,940	113%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	3,502	140%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	5,900	11,680	198%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	826	83%
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	500	132	26%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	820	41%
211-00-75-20-2110	BOOKS	44,000	26,140	59%
211-00-75-20-2120	AUDIO/VISUAL	9,000	6,704	74%
211-00-75-20-2130	NEWSPAPERS	1,400	1,055	75%
211-00-75-20-2140	PERIODICALS	7,000	78	1%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	2,500	1,834	73%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	395	79%
211-00-75-30-3010	ACCOUNTING SERVICES	900	1,131	126%
211-00-75-30-3070	LAUNDRY	650	668	103%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	13,600	67%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	6,000	17,310	289%
211-00-75-30-3210	TELEPHONE	6,000	3,676	61%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **AUGUST 31, 2019**

Account Number	Account Description	2019 Budget	Year to Date	Percent of Budget
211-00-75-30-3220	POSTAGE/FREIGHT	3,000	1,949	65%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	500	80	16%
211-00-75-30-3255	STAFF TRAINING	500	128	26%
211-00-75-30-3260	COMMUNITY ED PROMOTION	300	205	68%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	931	47%
211-00-75-30-3510	PUBLISHING & ADVERTISING	300	458	153%
211-00-75-30-3610	GENERAL INSURANCE	9,000	5,808	65%
211-00-75-30-3810	ELECTRICITY	30,000	19,713	66%
211-00-75-30-3840	GARBAGE REMOVAL	3,600	2,732	76%
211-00-75-30-3860	HEAT-NATURAL GAS	4,000	2,294	57%
211-00-75-30-4000	MAINTENANCE CONTRACTS	8,000	5,041	63%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	4,812	32%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	328	33%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	1,484	16%
211-00-75-30-4030	ONLINE SERVICES	3,000	2,564	85%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	9,000	2,621	29%
211-00-75-30-4100	EQUIPMENT LEASES	1,440	963	67%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	300	-	0%
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	100	80	80%
211-00-75-30-4900	TRANSFER TO RESERVE	6,447	-	0%
211-00-75-50-5500	EQPT/MACH/FURN/FIX	-	7,708	0%
211-00-75-50-5900	BUILDING/BLDG IMPROV	-	813	0%
	TOTAL EXPENDITURES	916,069	596,315	65%
	SURPLUS REVENUES/(EXPENDITURES)	-	(43,370)	

DATE: 09/05/2019
 TIME: 15:16:53
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2019

PAGE: 1
 F-YR: 19

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	338,425.76	0.00	364,261.24	48
211-00-31-00-0200	DELINQUENT	0.00	0.00	937.83	0.00	(937.83)	100
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	56,581.91	0.00	(56,581.91)	100
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	395,945.50	0.00	306,741.50	56
TOTAL TAXES		0.00	702,687.00	395,945.50	0.00	306,741.50	56
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	206.09	0.00	(206.09)	100
211-00-33-00-6300	LIBRARY CONTRACTS	77,331.06	128,000.00	77,331.06	0.00	50,668.94	60
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		77,331.06	128,000.00	77,537.15	0.00	50,462.85	61
TOTAL INTERGOVERNMENTAL		77,331.06	128,000.00	77,537.15	0.00	50,462.85	61
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,282.00	5,282.00	0.00	0.00	100
211-00-34-00-7970	PHOTO COPIES	310.20	2,200.00	2,338.64	0.00	(138.64)	106
211-00-34-00-7975	INTERNET	306.47	3,500.00	2,018.80	0.00	1,481.20	58
211-00-34-00-7980	LIBRARY FEES-PROCTORING	60.00	600.00	320.00	0.00	280.00	53
211-00-34-00-7982	PASSPORT PROCESSING FEE	2,800.00	38,500.00	21,105.00	0.00	17,395.00	55
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	164.70	800.00	1,273.28	0.00	(473.28)	159
TOTAL		3,641.37	50,882.00	32,337.72	0.00	18,544.28	64
TOTAL CHARGES FOR SERVICES		3,641.37	50,882.00	32,337.72	0.00	18,544.28	64

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CITY OF GRAND RAPIDS
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 FOR 8 PERIODS ENDING AUGUST 31, 2019

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	922.55	12,000.00	7,712.29	0.00	4,287.71	64
TOTAL		922.55	12,000.00	7,712.29	0.00	4,287.71	64
TOTAL FINES & FORFEITS		922.55	12,000.00	7,712.29	0.00	4,287.71	64
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	292.00	1,500.00	16,744.54	0.00	(15,244.54)	1116
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	1,000.00	295.00	0.00	705.00	30
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	200.00	0.00	0.00	200.00	0
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,343.25	0.00	(43.25)	103
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	1,890.00	8,000.00	14,736.12	0.00	(6,736.12)	184
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	98.80	4,500.00	2,653.40	0.00	1,846.60	59
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	160.27	2,000.00	1,893.38	0.00	106.62	95
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	1,746.16	0.00	1,253.84	58
TOTAL		2,441.07	22,500.00	39,411.85	0.00	(16,911.85)	175
TOTAL MISCELLANEOUS REVENUE		2,441.07	22,500.00	39,411.85	0.00	(16,911.85)	175
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

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		84,336.05	916,069.00	552,944.51	0.00	363,124.49	60

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	49,173.97	442,059.00	283,962.90	0.00	158,096.10	64
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	2,631.60	22,803.00	14,756.96	0.00	8,046.04	65
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	319.04	7,000.00	6,266.10	0.00	733.90	90
211-00-75-10-1210	PERA	3,885.42	34,865.00	21,546.60	0.00	13,318.40	62
211-00-75-10-1220	FICA	3,192.80	28,821.00	17,728.29	0.00	11,092.71	62
211-00-75-10-1250	MEDICARE	746.74	6,740.00	4,146.25	0.00	2,593.75	62
211-00-75-10-1310	HEALTH INSURANCE	11,216.00	142,668.00	86,924.00	0.00	55,744.00	61
211-00-75-10-1330	LIFE INSURANCE	23.50	221.00	165.90	0.00	55.10	75
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	0.49	0.00	0.94	0.00	(0.94)	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	218.68	2,255.00	1,585.44	0.00	669.56	70
TOTAL PERSONNEL		71,408.24	687,432.00	437,083.38	0.00	250,348.62	64

SUPPLIES & MATERIALS

211-00-75-20-2010	OFFICE SUPPLIES	6.50	7,000.00	4,270.70	0.00	2,729.30	61
211-00-75-20-2020	COPY SUPPLIES	37.99	1,400.00	674.55	0.00	725.45	48
211-00-75-20-2030	PRINTING/BINDING	0.00	900.00	1,085.64	0.00	(185.64)	121
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	212.98	2,600.00	2,939.61	0.00	(339.61)	113
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	3,502.08	0.00	(1,002.08)	140
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	829.96	5,900.00	11,680.12	0.00	(5,780.12)	198
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	825.93	0.00	174.07	83

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	0.00	500.00	131.94	0.00	368.06	26
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	819.63	0.00	1,180.37	41
211-00-75-20-2110	BOOKS	3,073.51	44,000.00	26,140.06	0.00	17,859.94	59
211-00-75-20-2120	AUDIO/VISUAL	888.98	9,000.00	6,703.75	0.00	2,296.25	74
211-00-75-20-2130	NEWSPAPERS	0.00	1,400.00	1,054.96	0.00	345.04	75
211-00-75-20-2140	PERIODICALS	0.00	7,000.00	78.00	0.00	6,922.00	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	232.04	2,500.00	1,833.83	0.00	666.17	73
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		5,281.96	87,700.00	61,740.80	0.00	25,959.20	70
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	394.85	0.00	105.15	79
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	900.00	1,131.25	0.00	(231.25)	126
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	57.16	650.00	668.04	0.00	(18.04)	103
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	13,600.00	1,700.00	5,100.00	75
211-00-75-30-3100	OTHER CONTRACTED SERVICES	150.00	6,000.00	17,310.00	0.00	(11,310.00)	289
211-00-75-30-3210	TELEPHONE	446.68	6,000.00	3,675.84	0.00	2,324.16	61
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,000.00	1,948.95	0.00	1,051.05	65
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	500.00	80.16	0.00	419.84	16
211-00-75-30-3255	STAFF TRAINING	0.00	500.00	127.60	0.00	372.40	26
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	300.00	205.00	0.00	95.00	68
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	930.80	0.00	1,069.20	47
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3350	PUBLISHING & ADVERTISING	726.00	300.00	458.00	0.00	(158.00)	153
211-00-75-30-3610	GENERAL INSURANCE	0.00	9,000.00	5,808.00	0.00	3,192.00	65
211-00-75-30-3810	ELECTRICITY	0.00	30,000.00	19,713.30	0.00	10,286.70	66
211-00-75-30-3840	GARBAGE REMOVAL	0.00	3,600.00	2,731.80	0.00	868.20	76
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,000.00	2,293.71	0.00	1,706.29	57
211-00-75-30-4000	MAINTENANCE CONTRACTS	275.19	8,000.00	5,040.57	275.19	2,684.24	66
211-00-75-30-4010	BUILDING MAINT/REPAIRS	80.00	15,000.00	4,811.55	80.00	10,108.45	33
211-00-75-30-4015	GROUND MAINTENANCE	0.00	1,000.00	327.50	0.00	672.50	33

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED COLL./ BALANCE	% EXP.
EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4020	COMPUTER MAINT/REPAIR	629.68	9,000.00	1,483.85	0.00	7,516.15	16
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	702.13	3,000.00	2,564.00	0.00	436.00	85
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	850.00	9,000.00	2,621.44	0.00	6,378.56	29
211-00-75-30-4100	EQUIPMENT LEASES	0.00	1,440.00	963.44	0.00	476.56	67
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	300.00	0.00	0.00	300.00	0
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	0.00	100.00	80.28	0.00	19.72	80
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	6,447.00	0.00	0.00	6,447.00	0
TOTAL OTHER SERVICES & CHARGES		5,616.84	140,937.00	88,969.93	2,055.19	49,911.88	65
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	7,708.07	0.00	(7,708.07)	100
211-00-75-50-5900	BUILDING/BLDG IMPROV	0.00	0.00	812.50	0.00	(812.50)	100
TOTAL CAPITAL OUTLAY		0.00	0.00	8,520.57	0.00	(8,520.57)	100
TOTAL GENERAL ADMINISTRATION		82,307.04	916,069.00	596,314.68	2,055.19	317,699.13	65
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 GRANT-#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 GRANT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRANT-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	AUGUST 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:		82,307.04	916,069.00	596,314.68	2,055.19	317,699.13	65
TOTAL FUND REVENUES		84,336.05	916,069.00	552,944.51	0.00	363,124.49	60
TOTAL FUND EXPENSES		82,307.04	916,069.00	596,314.68	2,055.19	317,699.13	65
FUND SURPLUS (DEFICIT)		2,029.01	0.00	(43,370.17)			
TOTAL ALL FUND REVENUES		84,336.05	916,069.00	552,944.51	0.00	363,124.49	60
TOTAL ALL FUND EXPENSES		82,307.04	916,069.00	596,314.68	2,055.19	317,699.13	65
ALL FUND SURPLUS (DEFICIT)		2,029.01	0.00	(43,370.17)			

PUBLIC LIBRARY BILL LIST - SEPTEMBER 11, 2019

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/11/2019

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0113100	AMAZON.COM	77.55
0113233	AMERIPRIDE SERVICES INC	57.16
0118660	ARROWHEAD LIBRARY SYSTEM	466.18
0201428	BAKER & TAYLOR LLC	3,005.62
0221700	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0609525	FINDAWAY WORLD LLC	859.95
0701650	GARTNER REFRIGERATION CO	850.00
1015325	JOHNSON CONTROLS FIRE PROTECT	825.57
1415377	NORTHERN BUSINESS PRODUCTS INC	1,080.93
1605665	PERSONNEL DYNAMICS LLC	610.56
1805150	RECORDED BOOKS INC	19.37
1901535	SANDSTROM'S INC	232.04
1915248	SHI INTERNATIONAL CORP	1,889.00
2018680	TRU NORTH ELECTRIC LLC	80.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 11,753.93

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	87.80
0114725	LAURIE ANTONSON	75.00
0605191	FIDELITY SECURITY LIFE INS CO	6.57
0718015	GRAND RAPIDS CITY PAYROLL	59,630.53
1209516	LINCOLN NATIONAL LIFE	39.00
1301146	MARCO TECHNOLOGIES, LLC	120.43
1309199	MINNESOTA ENERGY RESOURCES	102.75
1309335	MINNESOTA REVENUE	69.42
1405850	NEXTERA COMMUNICATIONS LLC	77.50
1516220	OPERATING ENGINEERS LOCAL #49	11,216.00
1621130	P.U.C.	3,403.79
2114750	UNUM LIFE INSURANCE CO OF AMER	20.50
2209665	VISA	369.30
2301700	WASTE MANAGEMENT OF MN INC	117.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 75,335.59

TOTAL ALL DEPARTMENTS 87,089.52

DETAILED PUBLIC LIBRARY LIST - SEPTEMBER 11, 2019

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 DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 09/11/2019
 INVOICES IN BATCH LB0911

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0113100	AMAZON.COM							
443573978673-L	08/08/19	01	5 BOOKS/AUTH#001103	211-00-75-20-2110	19002687		09/11/19	48.33
		02	1 DVD	211-00-75-20-2120	19002687			9.66
			AUDIO/VISUAL					57.99
773548769757-L	08/06/19	01	2 BOOKS/AUTH#001063	211-00-75-20-2110	19002687		09/11/19	19.56
			BOOKS					19.56
			VENDOR TOTAL:					77.55
0113233	AMERIPRIDE SERVICES INC							
3501405221-L	08/13/19	01	MAT CLASSIC CLTD/C#41-513	211-00-75-30-3070	19002533		09/11/19	28.58
			LAUNDRY					28.58
3501410753-L	08/27/19	01	MAT CLASSIC CLTD/C#41-513	211-00-75-30-3070	19002664		09/11/19	28.58
			LAUNDRY					28.58
			VENDOR TOTAL:					57.16
0118660	ARROWHEAD LIBRARY SYSTEM							
14586-L	07/31/19	01	OVERDUE NOTICES - JULY 2019	211-00-75-20-2010	19002694		09/11/19	34.45
		02	KIDS STUFF PERFORMANCES	211-00-75-30-3100	19002694			75.00
		03	DISC REPAIRS	211-00-75-20-2120	19002694			2.50
		04	ITEM BARCODE LABELS	211-00-75-20-2030	19002694			211.00
		05	LOST ILL BOOK	211-00-75-20-2110	19002694			80.00
			BOOKS					

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/11/2019
 INVOICES IN BATCH LB0911

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0118660			ARROWHEAD LIBRARY SYSTEM					
14586-L	07/31/19	06	FUNDING BOOKMARKS	211-00-75-20-2030	19002694		09/11/19	29.53
			PRINTING/BINDING					
		07	BOOK SALE POSTERS BMARKS	211-00-75-20-2030	19002694			33.70
			PRINTING/BINDING					
							INVOICE TOTAL:	466.18
							VENDOR TOTAL:	466.18
0100053			AT&T MOBILITY					
1	08/19/19	01	LIB AUG CELL PHN	999-99-00-00-1000			09/11/19	87.80
			HOLDING ACCOUNT					
							INVOICE TOTAL:	87.80
							VENDOR TOTAL:	87.80
0201428			BAKER & TAYLOR LLC					
2034714324-L	08/06/19	01	25 BOOKS/CUST#L025981	211-00-75-20-2110	19002773		09/11/19	355.99
			BOOKS					
							INVOICE TOTAL:	355.99
2034715550-L	08/07/19	01	37 BOOKS/CUST#L025981	211-00-75-20-2110	19002773		09/11/19	290.14
			BOOKS					
							INVOICE TOTAL:	290.14
2034725997-L	08/13/19	01	44 BOOKS/CUST#L025981	211-00-75-20-2110	19002773		09/11/19	600.74
			BOOKS					
							INVOICE TOTAL:	600.74
2034726524-L	08/15/19	01	29 BOOKS/CUST#L411199	211-00-75-20-2110	19002773		09/11/19	322.29
			BOOKS					
							INVOICE TOTAL:	322.29
2034743888-L	08/21/19	01	23 BOOKS/CUST#L025981	211-00-75-20-2110	19002773		09/11/19	334.99
			BOOKS					
							INVOICE TOTAL:	334.99

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0201428	08/22/19	01	10 BOOKS/CUST#L411199	211-00-75-20-2110	19002773		09/11/19	147.93
				BOOKS				
						INVOICE TOTAL:		147.93
2034758472-L	08/28/19	01	21 BOOKS/CUST#L025981	211-00-75-20-2110	19002773		09/11/19	289.07
				BOOKS				
						INVOICE TOTAL:		289.07
2034760116-L	08/28/19	01	56 BOOKS CUST#L025981	211-00-75-20-2110	19002773		09/11/19	664.47
				BOOKS				
						INVOICE TOTAL:		664.47
						VENDOR TOTAL:		3,005.62
0221700	08/25/19	01	LIBR AUG CLEANING SERVICES	211-00-75-30-3090	19002636		09/11/19	1,700.00
				JANITORIAL SERVICES				
						INVOICE TOTAL:		1,700.00
						VENDOR TOTAL:		1,700.00
0605191	09/03/19	01	LIB SEP VISION INS PREMIUM	999-99-00-00-1000			09/11/19	6.57
				HOLDING ACCOUNT				
						INVOICE TOTAL:		6.57
						VENDOR TOTAL:		6.57
0609525	08/20/19	01	5 PLAYAWAYS	211-00-75-20-2120	19002754		09/11/19	360.95
				AUDIO/VISUAL				
						INVOICE TOTAL:		360.95
294806-L	08/28/19	01	5 LAUNCHPADS	211-00-75-20-2120	19002754		09/11/19	499.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		499.00
						VENDOR TOTAL:		859.95

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0701650			GARTNER REFRIGERATION CO					
77651-L	08/28/19	01	LBR CHILLED WTR VLV ACT FAULTY	211-00-75-30-4070	19002678		09/11/19	840.00
			GENERAL EQUIP MAINT/REPAIR					
		02	TRUCK CHARGE/#C-0658	211-00-75-30-4070	19002678			10.00
			GENERAL EQUIP MAINT/REPAIR					
			INVOICE TOTAL:					850.00
			VENDOR TOTAL:					850.00
0718015			GRAND RAPIDS CITY PAYROLL					
L	08/30/19	01	LIB 8/30/19 PAYROLL	999-99-00-00-1000			09/11/19	19,932.85
			HOLDING ACCOUNT					
		02	LIB 8/16/19 PAYROLL	999-99-00-00-1000				19,848.83
			HOLDING ACCOUNT					
		03	LIB 8/02/19 PAYROLL	999-99-00-00-1000				19,848.85
			HOLDING ACCOUNT					
			INVOICE TOTAL:					59,630.53
			VENDOR TOTAL:					59,630.53
1015325			JOHNSON CONTROLS FIRE PROTECT					
21118079-L	08/01/19	01	ALARM MONITOR SEP-DEC 2019	211-00-75-30-4000	19002539		09/11/19	275.19
			MAINTENANCE CONTRACTS					
		02	ALARM MONITOR PRE-PAY	211-00-00-00-1550	19002539			550.38
			PREPAID ITEMS					
			INVOICE TOTAL:					825.57
			VENDOR TOTAL:					825.57
0114725			LAURIE ANTONSON					
L	08/19/19	01	YOGA PROGRAM 8/17/19	999-99-00-00-1000			09/11/19	75.00
			HOLDING ACCOUNT					
			INVOICE TOTAL:					75.00
			VENDOR TOTAL:					75.00

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 INVOICES IN BATCH LB0911

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1209516			LINCOLN NATIONAL LIFE					
L	09/03/19	01	SEP SUPP LIFE INS LIB	999-99-00-00-1000			09/11/19	39.00
				HOLDING ACCOUNT				
								INVOICE TOTAL: 39.00
								VENDOR TOTAL: 39.00
1301146			MARCO TECHNOLOGIES, LLC					
L	08/12/19	01	LIB AUG COPIER LEASE	999-99-00-00-1000			09/11/19	120.43
				HOLDING ACCOUNT				
								INVOICE TOTAL: 120.43
								VENDOR TOTAL: 120.43
1309199			MINNESOTA ENERGY RESOURCES					
L	08/19/19	01	LIB JUL NTL GAS SERV	999-99-00-00-1000			09/11/19	102.75
				HOLDING ACCOUNT				
								INVOICE TOTAL: 102.75
								VENDOR TOTAL: 102.75
1309335			MINNESOTA REVENUE					
L	08/20/19	01	LIB JUL SALES TAX PAYABLE	999-99-00-00-1000			09/11/19	69.42
				HOLDING ACCOUNT				
								INVOICE TOTAL: 69.42
								VENDOR TOTAL: 69.42
1405850			NEXTERA COMMUNICATIONS LLC					
L	08/12/19	01	LIB JUL PHN SERVICES	999-99-00-00-1000			09/11/19	77.50
				HOLDING ACCOUNT				
								INVOICE TOTAL: 77.50
								VENDOR TOTAL: 77.50
1415377			NORTHERN BUSINESS PRODUCTS INC					

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INVOICES DUE ON/BEFORE 09/11/2019
 INVOICES IN BATCH LB0911

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1415377			NORTHERN BUSINESS PRODUCTS INC					
431975-L	08/14/19	01	81/2x11 20# COPY PAPER C#7789	211-00-75-20-2020	19002752		09/11/19	37.99
			COPY SUPPLIES					
		02	TONER,HP 410A LJ CART, BK	211-00-75-20-2060	19002752			91.99
			COMPUTER SUPPLIES					
		03	TONER,HP 410A LJ CART,YL	211-00-75-20-2060	19002752			120.99
			COMPUTER SUPPLIES					
			INVOICE TOTAL:					250.97
432478-L	08/30/19	01	AERON CHAIR ALP G1G1G1C7BK	211-00-75-20-2075	19002752		09/11/19	829.96
			ASSETS BETWEEN \$700-\$4999					
			INVOICE TOTAL:					829.96
			VENDOR TOTAL:					1,080.93
1516220			OPERATING ENGINEERS LOCAL #49					
L	08/12/19	01	LIB SEPT HEALTH INS PREMIUM	999-99-00-00-1000			09/11/19	11,216.00
			HOLDING ACCOUNT					
			INVOICE TOTAL:					11,216.00
			VENDOR TOTAL:					11,216.00
1605665			PERSONNEL DYNAMICS LLC					
47956/AUG19-L	08/11/19	01	J BEHM/13HRS@18.23 WK 8/10	211-00-75-10-1050	19002683		09/11/19	237.00
			CONTRACTED SERVICES					
			INVOICE TOTAL:					237.00
47956/JUL19-L	07/20/19	01	N JACKSON/8HRS@18.22 WK 7/20	211-00-75-10-1050	19002682		09/11/19	145.76
			CONTRACTED SERVICES					
			INVOICE TOTAL:					145.76
47956/JUN19-L	06/19/19	01	N JACKSON/8HRS@18.22 WK 6/22	211-00-75-10-1050	19002681		09/11/19	145.76
			CONTRACTED SERVICES					
			INVOICE TOTAL:					145.76

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1605665			PERSONNEL DYNAMICS LLC					
48042-L	08/24/19	01	A PEDERSON/4.5HRS@18.23 WKS/24	211-00-75-10-1050	19002683		09/11/19	82.04
				CONTRACTED SERVICES				
							INVOICE TOTAL:	82.04
							VENDOR TOTAL:	610.56
1621130			P.U.C.					
L	08/19/19	01	LIB JUL UTILITIES	999-99-00-00-1000			09/11/19	3,369.25
		02	LIB JUL IRRIGATION WTR	HOLDING ACCOUNT				15.24
		03	LIB PUMP HOUSE JUL WTR/SWR	HOLDING ACCOUNT				19.30
							INVOICE TOTAL:	3,403.79
							VENDOR TOTAL:	3,403.79
1805150			RECORDED BOOKS INC					
76501368-L	08/12/19	01	1 BOOK ON CD/CUST#1409920	211-00-75-20-2120	19002680		09/11/19	19.37
				AUDIO/VISUAL				
							INVOICE TOTAL:	19.37
							VENDOR TOTAL:	19.37
1901535			SANDSTROM'S INC					
269525-L	08/13/19	01	INST PAPER/CUST#320023	211-00-75-20-2150	19002549		09/11/19	163.14
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	163.14
269829-L	08/14/19	01	INST EQUIP/SUPPLIES	211-00-75-20-2150	19002549		09/11/19	0.02
		02	INST PAPER/C#320023	MAINTENANCE TOOLS/SUPPLIES	211-00-75-20-2150	19002549		68.88
				MAINTENANCE TOOLS/SUPPLIES				
							INVOICE TOTAL:	68.90
							VENDOR TOTAL:	232.04

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INVOICES DUE ON/BEFORE 09/11/2019
 INVOICES IN BATCH LB0911

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1915248			SHI INTERNATIONAL CORP					
B10427000-L	08/15/19	01	2019 WATCHGUARD M270	211-00-75-30-4020	19002512		09/11/19	629.68
			COMPUTER MAINT/REPAIR					
		02	2020 WATCHGUARD M270	211-00-00-00-1550	19002512			629.66
			PREPAID ITEMS					
		03	2021 WATCHGUARD M270/1010553	211-00-00-00-1550	19002512			629.66
			PREPAID ITEMS					
			INVOICE TOTAL:					1,889.00
			VENDOR TOTAL:					1,889.00
2018680			TRU NORTH ELECTRIC LLC					
1023-L	08/22/19	01	REPLC LGHT/UPGRD LED NP/RACK	211-00-75-30-4010	19002641		09/11/19	80.00
			BUILDING MAINT/REPAIRS					
			INVOICE TOTAL:					80.00
			VENDOR TOTAL:					80.00
2114750			UNUM LIFE INSURANCE CO OF AMER					
L	08/26/19	01	LIB SEP LIFE INS PREMIUM	999-99-00-00-1000			09/11/19	20.50
			HOLDING ACCOUNT					
			INVOICE TOTAL:					20.50
			VENDOR TOTAL:					20.50
2209665			VISA					
L	08/08/19	01	LIB USPS PRIORITY MAIL	999-99-00-00-1000			09/11/19	369.30
			HOLDING ACCOUNT					
			INVOICE TOTAL:					369.30
			VENDOR TOTAL:					369.30
2301700			WASTE MANAGEMENT OF MN INC					
L	08/12/19	01	LIB JUL SERVICES	999-99-00-00-1000			09/11/19	117.00
			HOLDING ACCOUNT					
			INVOICE TOTAL:					117.00
			VENDOR TOTAL:					117.00
			TOTAL ALL INVOICES:					87,089.52

ALPHA PUBLIC LIBRARY BILL LIST - SEPTEMBER 11, 2019

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CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

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 INVOICES IN BATCH LB0911

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	19,533.97	87.80
0113100	AMAZON.COM	2,460.05	77.55
0113233	AMERIPRIDE SERVICES INC	4,727.73	57.16
0114725	LAURIE ANTONSON	75.00	75.00
0118660	ARROWHEAD LIBRARY SYSTEM	1,400.79	466.18
0201428	BAKER & TAYLOR LLC	13,273.38	3,005.62
0221700	BUSY BEES QUALITY CLNG SVC INC	25,168.00	1,700.00
0605191	FIDELITY SECURITY LIFE INS CO	673.83	6.57
0609525	FINDAWAY WORLD LLC	721.90	859.95
0701650	GARTNER REFRIGERATION CO	20,274.00	850.00
0718015	GRAND RAPIDS CITY PAYROLL	4,697,676.68	59,630.53
1015325	JOHNSON CONTROLS FIRE PROTECT	600.00	825.57
1209516	LINCOLN NATIONAL LIFE	12,980.38	39.00
1301146	MARCO TECHNOLOGIES, LLC	8,485.94	120.43
1309199	MINNESOTA ENERGY RESOURCES	29,763.10	102.75
1309335	MINNESOTA REVENUE	38,151.59	69.42
1405850	NEXTERA COMMUNICATIONS LLC	3,582.13	77.50
1415377	NORTHERN BUSINESS PRODUCTS INC	7,440.82	1,080.93
1516220	OPERATING ENGINEERS LOCAL #49	835,160.00	11,216.00
1605665	PERSONNEL DYNAMICS LLC	14,408.46	610.56
1621130	P.U.C.	296,952.66	3,403.79
1805150	RECORDED BOOKS INC	3,867.40	19.37
1901535	SANDSTROM'S INC	14,007.77	232.04
1915248	SHI INTERNATIONAL CORP	41,257.54	1,889.00
2018680	TRU NORTH ELECTRIC LLC	15,191.26	80.00
2114750	UNUM LIFE INSURANCE CO OF AMER	2,054.10	20.50
2209665	VISA	44,524.60	369.30
2301700	WASTE MANAGEMENT OF MN INC	24,385.90	117.00
TOTAL ALL VENDORS:			87,089.52

GRAL Director's Report

SEPTEMBER 2019

ADVOCACY

-Itasca County

On 8/21, I represented the ALS/GRAL funding request at the Itasca County budget work session. The Board decided to tentatively include our request for \$70,000 in the preliminary levy with the condition it go straight to GRAL. The next day I received the following message from Itasca County Auditor Jeff Walker:

The board met yesterday to fine tune the budget. Your request was studied and the board has decided to trim your request down to a \$50,000 increase over the statutory minimum. Our next budget meeting will be 9/17/19 at 11:00 am if you are interested in attending. At that meeting the board will probably set the preliminary budget and levy which is due no later than 9/30/19. Let me know if you have questions or concerns.

I followed up to ask for confirmation the appropriation would be payable to GRAL, and received the following response from Jeff Walker:

In response to your question, I have gone through the minutes of the meeting where the board approved an additional \$50,000 for ALS. It is apparent from those discussions the board intends that \$50,000 go to ALS and not directly to the Grand Rapids Library. Let me know if you need additional information.

This means the \$50,000 will be split per terms of our membership agreement – the Library will receive about \$19,500.

We need to watch this process very closely. I plan on attending the 9/17 meeting.

-City of Grand Rapids

On 8/29, I attended the city council budget work session to discuss the preliminary 2020 budget. The council proposes to keep the Library levy constant at \$702,687 – the same as 2018 and 2019.

We are waiting on Itasca County and the resolution of negotiations with 3456A (Library union) before making budget tweaks to stay within the funding available for 2020.

-City / County Coop Committee Meeting

I will this meeting on the 9/11 before the Library Board meeting.

-Guest speaker at OWLS 8/28.

UPCOMING

-Guest speaker at AAUW 9/16.

LIBRARY MANAGEMENT

-Trash Bill Update: Waste Management has revised the way it bills the City of Grand Rapids and - long story short – the Library will notice a reduction in the monthly trash bill.

-Union negotiations with our represented employees (everyone except Amy and I) are taking place this fall. The City Administrator is in charge of representing the City in this matter.

FACILITIES MAINTAINANCE / SPACE

-The City of Grand Rapids switched over to Sandstrom's Inc. for cleaning/janitorial products.

-The ceiling near my office is leaking during heavy rains. The Facilities Maintenance Manager is aware of the issue.

-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. Estimates forthcoming.

-Dying shrubs on the east lawn were removed by Public Works and replaced with plantings and wood chips.

-Playground update: waiting on technical information from the equipment manufacturer.

END OF REPORT

Assistant Director Report September 2019

Teens

The last week in August, there were 3 more teens that finished the summer reading program. Even though the program finished in July, I suspect some kids waited until August was almost over to turn in their logs and get their prizes.

Teens Top Ten-The TTT is a list of 25 books nominated by teen book groups throughout the country. Teens can read as many of the books as they want and then go online and vote for their favorite. If teens ask me about the list, I give them the book titles and they can choose a prize from the prize bin. 9 teens asked about the TTT in August. I will keep going with this program into late September.

Anime Club will return in September. I stream the anime from Crunchyroll and Crunchyroll has resumed free premium access to the site for anime clubs. As part of the access, they allow clubs to stream any anime on the site. Anime is rated and I show TV-14 and lower rated shows.

Operations

The volunteer who had the display in the lobby display case will remove it and the library will use the case during September for a banned books display. Banned Books Week is September 22-28.

Nicole made a nice display on the table near the main doors about outdoor activities. As part of the display she included a flyer about a downtown walking program in September and the pedometers.

The Friends of the Library met on September 4. They discussed an event they will host on October 23 which is during National Friends Week in October. There will be cake in the lobby and a presentation for Nancy Alfuth, who was treasurer for the group for over 19 years. Nancy is receiving a Minnesota Stand Up for Standout Friends Award from the Minnesota Association of Library Friends.

Susan Hayes, the current treasurer for the Friends received the Itasca County Senior Volunteer of the Year award and was named a state runner-up.

Staff

April attended Horizon Help on the Road, a training course for Horizon Circulation. ALS sponsored the training and it was onsite in our meeting room.

Children's Library-August 2019

Whew! It was the best of times, it was the...well, really, pretty good times. (Sorry Mr. Dickens.) Summer Reading 2019, It's Showtime at Your Library, is in the books. (tee-hee)

I have spent my morning gathering statistics to send on to ALS, and I'm struck by a few memorable numbers. June-August the Children's Department hosted 30 programs. We had 1349 people join us for these programs. That alone is the hallmark of a busy summer. Book Time on Mondays (which I, Tracy, present, rather than ECFE) saw 402 people over a series of 8 programs. (That's an average of more than 50 people per program...WAY too many people to have a quality Story Time for my patrons, and I'll need to address that issue for next summer. For now, though, I'm beyond satisfied with the patron response.) We had this place rocking on Monday mornings with singing, scarf songs, flannel board fun, and, new this year, egg shakers!

The number that stands out the most, however, is the number of our Summer Reading participants. We had 1,112 children between the ages of birth and 14 sign up for Summer Reading! Imagine a line of children out the door of the library...over 1,000 children! That amazes me. I'm not going to say we are ever going to match that number, but, hey, maybe next year we can get 1,113. That's my goal.

Looking ahead, we have already scheduled our first school visits of the year, which will begin the third week in September. I am faced with a new challenge this year: one of the third grade classes has a student who is blind. I've been trying to figure out some strategies to make this place relevant to her, too. Her aide, who will be with her, thinks that just the cane practice in a public spot will be very worthwhile, but I'd like her to fall in love with this space, too. How do we promote that when the only books I have in Braille are 4 board books? (Of course, we'll talk more about audiobooks this year.) I will be reaching out to as many people as I can to try to make this a good year for ALL of our students.

And, on a personal note, it's time for vacation. I'll be back in a couple of weeks, recharged and ready to rock and roll.

	THIS MONTH	YTD	YTD 2018
CIRCULATION			
Check-outs	12,842	94,836	92,031
Total Circulation	14,626	110,083	106,018
Returns	15,103	108,539	105,384
New cards	111	872	845

Door count 2019	11086	2018
	83800	12636
		87779

	THIS MONTH	YTD	YTD 2018
TECHNICAL PROCESSES			
Books cataloged and processed	527	4,577	5,096
Withdrawn copies	53	3,728	3,186

	THIS MONTH	YTD	YTD 2018
REFERENCE			
reference	906	7,081	8,321
tests proctored	7	97	48
computer help over 5 minutes	97	753	634
Passports	93	622	859
INTERNET			
Pharos sessions ***	1,266	845	8,839

	SESSIONS	HOURS	YTD SESSIONS	YTD HOURS	YTD 2018	2018 YTD HOURS
Non-Pharos sessions	286	1,641	1,641	1,194	8,989	6,003
VOLUNTEERS						
	138	606.75		2845.25		

	GROUPS	YTD GROUPS
MEETING ROOM		
COMMUNITY ROOM/GSR	55	411

	PROGRAMS	PEOPLE	YTD PROGRAMS	YTD PEOPLE	YTD 2018 programs	YTD 2017 people
PROGRAMS & TOURS						
BOOK TIME	0	0	36	880	37	1,084
SATURDAY STORY TIME	8	106	58	1,123	58	1,193
CLASS VISITS	0	0	55	1,602	38	1,347
NON SCHOOL GROUPS	2	45	2	45	2	48
CHILDREN'S PROGRAMS	2	17	50	1,688	51	1,230
TEEN PROGRAMS	2	12	17	134	20	397
Total Youth Programs	14	180	218	5,472	206	5,299
Total Adult Programs	5	69	41	956	37	736

	HRS THIS MONTH	HRS YTD	YTD 2018
BOOKINGS & ARRANGEMENTS			
TOTALS	9	69	71

Lee, Thomas	4.50	2.00	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.00	6.50
MacDonell, Jean		1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.00	8.50
Martin, Cyndy	2.00	4.50	5.50	3.50	2.50	3.00	3.00	3.00	3.00	4.00	4.75	24.50
McCarty, Kathy												14.75
McCarty, Randy		2.50										6.50
Meyer, Barb	4.00	4.25	5.25	12.25	4.50	4.50	4.50	4.50	4.50	6.00	8.00	48.75
Mike-Johnson Nancy	5.00	8.50	3.00	2.50	6.00							25.00
Mrowiec, Mary	6.00	8.00	6.00	8.00	9.50	8.00	8.00	8.00	8.25	7.00	16.50	62.75
Nalan, Ann												25.00
Ogilvie, Xander					2.00							2.00
Olson, Colleen	3.50	1.50	3.50	1.50	2.00						2.50	14.50
Pederson, Alexandra	7.25	5.75	8.00	3.75	9.25	2.25	0.75	6.50	6.50	1.00	1.00	43.50
Peters, Max	1.50	1.50		1.50	1.50	2.00	2.00	2.50	2.50	5.00		8.50
Peterson, Biz		1.50		1.50								7.50
Peterson, Judy	1.00		1.00		2.00	7.00	22.00	5.00				38.00
Pollard, Sam												0.00
Saxhaug, Thomas	4.50			1.50		1.50		2.50				10.00
Shuster, Kathy								10.75				10.75
Skyles, Rain					1.50							1.50
Squadroni, Aaron	3.50	3.50	4.50	2.00	3.50			2.50				19.50
Steele, Carol				3.00		2.00						5.00
Stuber, Katelyn												0.00
Tabbert, Lisa	3.00	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	2.00	2.00	14.00
Teigland, Ellen											1.50	1.50
Thouin, Richard	3.00	1.50	2.00	1.50	1.50						1.00	10.50
Turner, Brittany	1.00		2.50	1.75	2.00			2.75				10.00
Waller, Al	18.00	16.00	16.00	18.00	18.00	16.00	16.00	16.00	16.00	18.00	18.00	136.00
Whirley, Betsy	2.50	1.50	1.50	4.50	6.50	4.50	4.50	2.00				23.00
Wimmer, Marylo	40.00	40.00	40.00	45.00	50.00	50.00	50.00	70.00	70.00	70.00	70.00	405.00
Wollin, Valerie	8.25	7.50	10.00	7.50	8.00	6.00	6.00	8.00	8.00	10.00	10.00	65.25
Ziege, Sue	1.50	1.50	1.50					1.50	1.50	1.00	1.00	7.00
Volunteer Hours	185.25	190.25	168.75	210.75	244.5	200.5	239.25	239.5	0	0	0	1678.75

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Total
RSVP													
Burt, Sharon	3	5.5	6	2.5	4	4	6.50	5					36.5
Dashel, Joanna	8.75	26.5	26.75	20.5	20.75	16.25	20.00	21.25					160.75
Erickson, Mary					4	4.5	2.00	3					13.5
Hayes, David	4	4	4	4	4	4.00	4.00	11					31
Hayes, Susan	1	5.5	1	7.5	19	12	11.50	19.75					77.25
Jaster, Betsy	5.25	8.75	7.50	7.00	6.50	7.00	5.25	6.50					53.75
Karls, Karen	1.00	4.50	1.00	2.50	2.00	3.00	3.00	5.00					22.00
Pederson, Pat	11.5	9	12.75	10	6.75	7.75	8.50	9.5					75.75
Randall, Molly	1.5	1.5	4.75	5.75	3	2.25	3.75	2					24.5
Simonson, Toni	9.75	15	5.75	7.75	9.75	6	12.00	9					75
Teigland, Ellen	29.75	23	18.75	21.75	13.25	22.75	13.00	21					163.25
Wilson, Elaine	20.5	11	33.5	20	15.5	14.25	18.50	4.5					137.75
Zimmer, Barbara	4.5	7	15	2.5	11		0.75						40.75
RSVP Hours	100.5	121.25	132.75	111.75	119.5	99.75	108.75	117.5	0	0	0	0	911.75
TAB Teen Advisor Board	3	2	0	0	0	0	0	0					5
Program Committee	33.5	29	19.5	16.5	30.5	7		17					
Library Board	19.5	14.5	11	9.5	18.5	12.5	14	10					
Friends of the Library		25.5		26	17	0	0						
Book Sale	5		3	3	16	15	104	249.75					
Grand Total Hours	288.75	313.50	301.50	322.50	364.00	300.25	348.00	357.00	0.00	0.00	0.00	0.00	2845.25

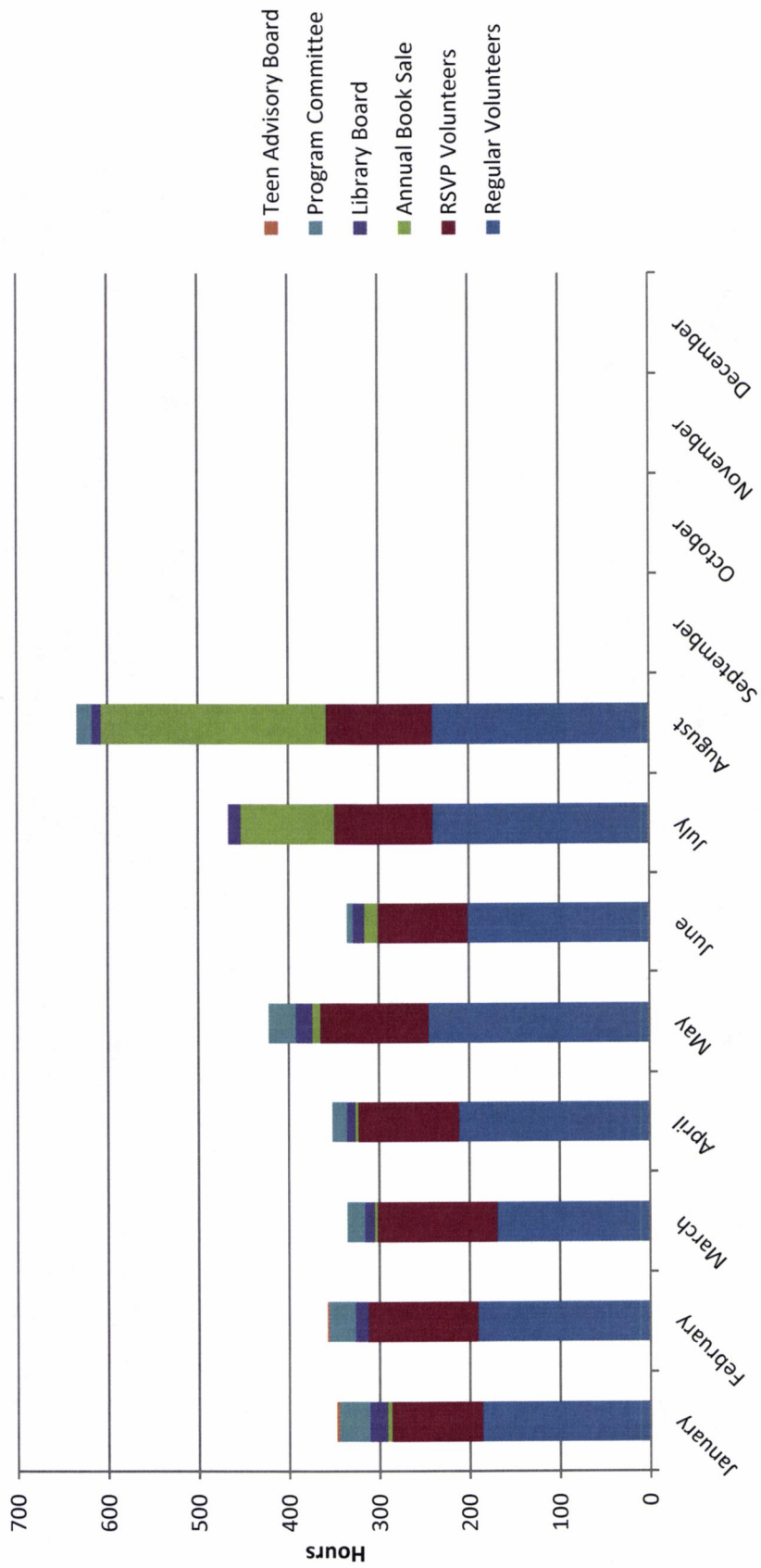
2019 Volunteer Report

Grand Rapids Area Library

Months	Regular Volunteers		RSVP Volunteers		Library Board		Annual Book Sale		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	33	185.25	12	100.5	7	19.5	5	5	10	33.5	3	3			70	288.75
February	38	190.25	12	121.25	8	14.5			9	29	2	2	8	25.5	77	313.5
March	32	168.75	11	132.75	6	11	3	3	7	19.5	0	0			59	301.5
April	39	210.75	12	111.75	6	9.5	3	3	7	16.5	0	0	9	26	76	322.5
May	42	244.5	13	119.5	7	18.5	6	9	7	30.5	0	0	6	17	81	364
June	36	200.5	11	99.75	6	12.5	5	15	3	7	0	0	9	18	70	300.25
July	32	239.25	13	108.75	7	14	6	104	0	0	0	0	0	0	58	348
August	36	239.5	12	117.5	8	10	75	249.75	7	17	0	0			138	606.75
September															0	0
October															0	0
November															0	0
December															0	0
Total	288	1678.75	96	911.75	55	109.5	103	388.75	50	153	5	5	32	86.5	629	2845.25

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

2019 Grand Rapids Area Library Volunteer Hours



Board member

introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2019-12
A RESOLUTION ACCEPTING DONATIONS

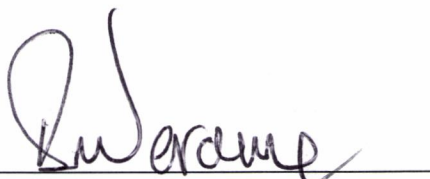
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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:

\$42.00 for a 1-year subscription to THE SUN magazine from Neal Nicolaus and Susan Johnston
\$100.00 from the Class of 1969 (undesignated)
\$100.00 from Bob and Ginny Wickman (undesignated)

Adopted this 11th day of September, 2019



Dennis Jerome, President



Jean MacDonell, 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.