

Library Board Meeting Agenda

Grand Rapids Area Library

August 14, 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 July minutes

Communications

Letter from Jim Weikum to Itasca County Board of Commissioners

Apportionment letter from Itasca County to Arrowhead Library System

MDE letter accepting 2018 annual report

Letter to Commissioner DeNucci from Barb Sanderson

Letter to Commissioner Tinquist from Roberta Palen

Thank you to REF desk staff

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

Advocacy updates from Board members

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 2019-10 Accepting Donations**

\$2,720.00 from Grand Rapids Area Library Foundation for Saturday Story Time Jan-May

\$357.66 from Grand Rapids Area Library Foundation for Rapids Reads

\$1,000.00 from Wabana Township for Library services

\$180.00 from Friends of the Grand Rapids Area Library for recycling (Q2)

\$250.00 from Arrowhead Library System – 'Mini Grant'

Regular Agenda

- 1. Provide input to Get Fit Itasca regarding interpretive signs**
- 2. Discuss Board recruitment / strategic planning**
- 3. Discuss 2020 budget**

Adjourn

Grand Rapids Area Library Board Regular Board Meeting

July 10, 2019 Meeting

Call to Order: The monthly board meeting was called to order at 5:00 by Dennis Jerome.**Roll Call:****Members Present:** Sue Zeige, Lisa Tabbert, Randy McCarty, Jean MacDonell, Deb Kee, and Cyndy Martin.**Members Absent:** Max Peters and Richard Thouin**Staff Present:** Will Richter**Public Comment:****A. Approval of Agenda:** A motion was made to approve the agenda by Jean MacDonell and was seconded by Lisa Tabbert, the motion was passed unanimously.**B. Minutes:** A motion was made to approve June minutes by Deb Kee and was seconded by Cyndy Martin, the motion was passed unanimously.**C. Communications****D. Financial Report**

a. A motion was made to approve the financial reports and payment of bills as listed by Deb Kee a second was made by Sue Zeige. On a roll call vote the motion was passed unanimously.

b. The financial reports are attached on pages 2 and 3.

DATE: 07/03/2019
TIME: 10:55:52
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/10/2019

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	197.55
0113233	AMERIPRIDE SERVICES INC	85.74
0118660	ARROWHEAD LIBRARY SYSTEM	150.92
0201428	BAKER & TAYLOR LLC	494.04
0212124	BLACKSTONE PUBLISHING	35.82
0221700	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0315455	COLE HARDWARE INC	1.70
0405500	DEMCO INC	70.23
0701650	GARTNER REFRIGERATION CO	247.86
0914800	INVEST EARLY PROJECT	4,800.00
1309525	MINITEX	1,685.00
1405725	NETWORK SERVICES COMPANY	117.83
1415377	NORTHERN BUSINESS PRODUCTS INC	338.23
1605665	PERSONNEL DYNAMICS LLC	400.38
1805150	RECORDED BOOKS INC	560.25
1821700	MICHAEL RUSSELL	1,987.76
1903341	SCHWARTZ REDI-MIX INC	375.00
2018680	TRU NORTH ELECTRIC LLC	80.00
2114356	UNIQUE MANAGEMENT SERVICES	134.25
2315630	WOODS READER	24.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 13,486.56

CHECKS ISSUED-PRIOR APPROVAL
PRIOR APPROVAL

0100053	AT&T MOBILITY	395.38
0605191	FIDELITY SECURITY LIFE INS CO	6.57
0718015	GRAND RAPIDS CITY PAYROLL	39,609.25
0815553	NICOLE WICKMAN HOOPS	75.00
1301146	MARCO TECHNOLOGIES, LLC	120.43
1301300	DIANA RAE MAGNER	125.00
1309199	MINNESOTA ENERGY RESOURCES	220.98
1309335	MINNESOTA REVENUE	54.81
1321650	DEIRDRE HOWARD MURNANE	75.00
1405850	NEXTERA COMMUNICATIONS LLC	86.52
1415032	JODI R NORLUND	75.00
1516220	OPERATING ENGINEERS LOCAL #49	14,020.00
1621130	P.U.C.	2,951.61
1913347	KATIE ELIZABETH SMITH	125.00
2114750	UNUM LIFE INSURANCE CO OF AMER	20.50
2209665	VISA	72.00
2301700	WASTE MANAGEMENT OF MN INC	289.56
2301728	AMANDA JEAN WATKINS	250.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 58,572.6

TOTAL ALL DEPARTMENTS 72,059.17

DATE: 07/03/2019
 TIME: 10:59:01
 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/10/2019
 INVOICES IN BATCH LB0710

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	17,739.84	395.38
0113100	AMAZON.COM	2,077.65	197.55
0113233	AMERIPRIDE SERVICES INC	3,269.61	85.74
0118660	ARROWHEAD LIBRARY SYSTEM	1,180.62	150.92
0201428	BAKER & TAYLOR LLC	8,840.45	494.04
0212124	BLACKSTONE PUBLISHING	881.95	35.82
0221700	BUSY BEES QUALITY CLNG SVC INC	19,368.00	1,700.00
0315455	COLE HARDWARE INC	4,370.21	1.70
0405500	DEMCO INC	13,329.78	70.23
0605191	FIDELITY SECURITY LIFE INS CO	531.39	6.57
0701650	GARTNER REFRIGERATION CO	15,848.47	247.86
0718015	GRAND RAPIDS CITY PAYROLL	3,381,183.15	39,609.25
0815553	NICOLE WICKMAN HOOPS	75.00	75.00
0914800	INVEST EARLY PROJECT	3,360.00	4,800.00
1301146	MARCO TECHNOLOGIES, LLC	6,796.75	120.43
1301300	DIANA RAE MAGNER	125.00	125.00
1309199	MINNESOTA ENERGY RESOURCES	26,597.74	220.98
1309335	MINNESOTA REVENUE	24,495.68	54.81
1309525	MINITEX	0.00	1,685.00
1321650	DEIRDRE HOWARD MURNANE	75.00	75.00
1405725	NETWORK SERVICES COMPANY	7,995.04	117.83
1405850	NEXTERA COMMUNICATIONS LLC	2,706.66	86.52
1415032	JODI R NORLUND	75.00	75.00
1415377	NORTHERN BUSINESS PRODUCTS INC	6,139.44	338.23
1516220	OPERATING ENGINEERS LOCAL #49	628,614.00	14,020.00
1605665	PERSONNEL DYNAMICS LLC	12,851.29	400.38
1621130	P.U.C.	236,765.78	2,951.61
1805150	RECORDED BOOKS INC	3,299.20	560.25
1821700	MICHAEL RUSSELL	405.00	1,987.76
1903341	SCHWARTZ REDI-MIX INC	0.00	375.00
1913347	KATIE ELIZABETH SMITH	125.00	125.00
2018680	TRU NORTH ELECTRIC LLC	11,156.57	80.00
2114356	UNIQUE MANAGEMENT SERVICES	796.55	134.25
2114750	UNUM LIFE INSURANCE CO OF AMER	1,536.68	20.50
2209665	VISA	34,832.93	72.00
2301700	WASTE MANAGEMENT OF MN INC	18,617.32	289.56
2301728	AMANDA JEAN WATKINS	250.00	250.00
2315630	WOODS READRR	0.00	24.00

TOTAL ALL VENDORS:

72,059.17

E. Staff Reports:

- a. Summary of Library Director's report to the board.
- b. Will pointed out Tracy's report, which showed over 1000 enrolled in summer reading program.
- c. Statistic comments—lag in winter, but above checkouts and circulation compared to last year. eBooks aren't recognized in monthly circulation, is shown in yearly report to the state.
- d. Meetings with local clubs have been very beneficial and appreciated. There continues to be more invitations to local meetings.
- e. Library management—city is doing new comp plan. Working on being accurately represented in cities comp plan.

Facilities—reading bar was carpeted, working on heating issues (rebuild and new unit prices are virtually the same), new carpet in entryway.

- f. Playground update—public works doesn't have man power to do anything this fall. People feel it should be on East end near parking lot. Should look like it was intentionally meant to be there, and not an add-on.
- g. Dennis Jerome raised the question on how to let the public know about the Library Board. The report to the community now lists board information.

F. Old Business:**G. New Business:**

Consent Agenda: Any item on the consent agenda will be pulled from the consent agenda and moved to the regular agenda on request of any board member or public. A motion was made to approve the consent agenda as submitted by Jean MacDonnell, a second was made by Deb Kee. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills
2. Approve contracts and payment to presenters
 - a. Heidi Amouta--\$75.00 for Yoga on the Lawn, 8/3/2019
 - b. Laurie Antonson--\$75.00 for Yoga on the Lawn, 8/17/2019
3. Approve Resolution 2019-10 Accepting Donations
 - a. \$9,768.46 from Grand Rapids Area Library Foundation, Teen Space Project

Regular Agenda:

1. Set annual non-resident library card fee per section 10.1 (Borrower Criteria) of the General Policies as adopted by the Library Board
 - a. The board policies defined three conditions, 1. Resident of Arrowhead area 2. MN resident with another library's card 3. Individuals who pay non-resident fee set by library board

- b. Very few out of state per year, need to have basis covered because of hot topic issue at libraries. Library board must set annual fee. A Grand Rapids resident pays roughly \$59 in taxes to the library.
 - c. They won't be issued a new library card; they will be using their home state library card that they will load in our library.
 - d. Randy McCarty made a motion to set out-of-state borrower library card fees at \$50 and was seconded by Dennis Jerome. On a roll call vote the motion was passed unanimously.
 - e. As adopted by the board, the out-of-state borrower library fee is going to be set at \$50.
2. Discuss 2020 Library Budget
- a. Will has not received materials yet, may receive by the end of the week. It is most likely going to look like last years. There may not be much adjustment, however on revenue side in regard to passports may have to balance out.
 - b. August 29th, 2019 is the date for the budget to be set.
3. Discuss ALS/GRAL request to Itasca County
- a. Will expected to have ALS/GRAL request by now. Once it is finished, the request will be brought to the county as well as the maps created.

Adjourn: The monthly board meeting was adjourned at 5:36 by Dennis Jerome.



Arrowhead Library System

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

July 16, 2019

Itasca County Board of Commissioners
c/o Mr. Brett Skyles, County Administrator
123 Northeast 4th Street
Grand Rapids MN 55744-2681

Dear Mr. Skyles:

The Arrowhead Library System (ALS) and the Grand Rapids Area Library have had a successful partnership in providing library services to Itasca County residents since 1987. Funding from Itasca County has been a critical component of delivering services, although having that funding frozen for close to ten years has placed a strain on the abilities of both organizations to respond adequately to service needs. As the County prepares its 2020 budget, our agencies are submitting the following 2020 funding request based on current levels of usage and the increasing demands for service from library users.

This year, Itasca County is again providing \$342,709 for library services, which amounts to \$7.56 per county resident. In 2018, the portion going to the Grand Rapids Area Library was \$131,961. As the Board is aware, the current level of support is the minimum amount required to under Minnesota Statute and is nearly \$53,000 *less* than was provided in 2010. For 2020, we are respectfully requesting a funding total of \$412,709 – an increase of less than \$2 per capita. Based on recent trends in how the funds are divided between ALS and the Library, we estimate that roughly \$27,500 of that increase would go to the Library in 2020.

The ALS-Library distribution formula is based on the Library providing service to several towns and townships immediately surrounding Grand Rapids, usage data indicates that the Library is used by residents from every corner of the county. The Grand Rapids Area Library is one of the busiest libraries in northern Minnesota. In turn, funds received by ALS are also used to benefit library users throughout the entire county, as well as all six public libraries located in Itasca County. This partnership ensures that quality library services are available throughout the county for all residents.

While Itasca County financial support has now remained unchanged since 2012, the cost of providing services have steadily increased. The current level of support does not cover the cost of providing direct services to Itasca County residents. ALS currently provide direct services to communities across Itasca County using the Bookmobile. Current stops include Spring Lake, Bowstring, Talmoon, Effie, Bigfork, Balsam, Deer River, Taconite, Goodland, Pengilly, Nashwauk, Cloverdale, and Togo. County residents also use the Mail-A-Book service that provide library materials delivered via the US Postal Service. Many library users rely heavily on the ALS-provided downloadable e-book and audiobook service to expand their reading options while avoiding lengthy trips to a local library. The demand for this “digital” content continues to grow at about 20% each year, which is simply not sustainable without increased funding.

Included with this letter is some additional documentation relating to the level and extent of usage of the Grand Rapids Area Library by county residents. Staff from ALS and the Grand Rapids Area Library would welcome an opportunity to discuss this request with the County Board or its representatives. While the 2020 request represents a large increase, compared with the 2010 level of support it is far less dramatic. It would seem prudent to also discuss a process for determining future funding adjustments to avoid larger, one-time increases. We look forward to that conversation.

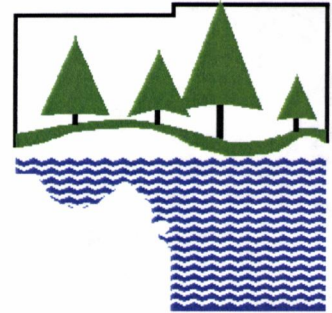
Sincerely,

Jim Weikum
Executive Director

pc: Will Richter, Director, Grand Rapids Area Library
Shari Fisher, Assistant Director, ALS

Enclosures

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



July 25, 2019

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

Dear Mr. Weikum:

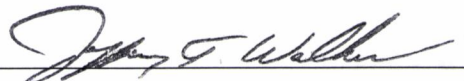
The apportionment for June 2019 includes the following totals:

Arbo Township	\$ 4,051.83
Blackberry Township	4,729.28
Feeley Township	2,613.44
Harris Township	13,698.92
Sago Township	1,392.91
Spang Township	941.11
Wabana Township	4,532.59
City of Bass Brook/Cohasset	42,706.77
City of LaPrairie	2,192.05
City of Warba	<u>472.16</u>
TOTAL	\$77,331.06

cc: Marcia Anderson
Grand Rapids Library
140 Northeast 2nd Street
Grand Rapids MN 55744

cc: Shirley Miller
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids MN 55744

Sincerely,
JEFF WALKER, Auditor/Treasurer

By: 



July, 2019

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

Dear Board President:

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Department of Education no later than April 1 each year. State Library Services appreciates your timely submission and accepts the library's report for 2018.

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

Public libraries remain popular community assets throughout the state. In 2018, there were more than 3.8 million registered public library customers—seven out of ten Minnesotans. Minnesota libraries owned almost 23 million items for loan to customers. Customers borrowed or downloaded those items 52 million times. Customers went online during 11.3 million library computer and wireless sessions. Libraries sponsored 72,239 programs that attracted more than 1.6 million diverse individuals of all ages. Public library use was greater in 2018 than any prior year.

Report data for all Minnesota public libraries is accessible from the State Library Services Statistics page (<https://education.mn.gov/MDE/dse/Lib/sls/stat/>) on the Minnesota Department of Education website. 2018 annual reports will be added in July.

Thank you for your library's contribution.

Sincerely,

Joe Manion

Joseph Manion
Library Development and Services Specialist
651-582-8640 | joe.manion@state.mn.us

Minnesota Department of Education
1500 Highway 36 West, Roseville, MN 55113
education.mn.gov

Barb Sanderson

*Letter to
Commissioner
July 30th*

Commissioner Ben DeNucci
County Courthouse

July 30, 2019 Itasca

Dear Commissioner DeNucci,

First of all, I want to thank you most sincerely for the financial and personal support the Itasca County Board made to the construction of the new public library in 2000. As co-chair of the building committee and the grant writer for the project, I met with commissioners at that time to request county support. Commissioners did not immediately know where they could find funds but after some research came up with a generous grant to help us complete the project. The library we enjoy today would not be the community information center it is without county support almost two decades ago.

Since that time, the residents of every region of Itasca County have made this beautiful library the success it is. The library serves information and technology needs as well as being an important site for community engagement and services to children and families of all economic backgrounds. It is also a showcase that has brought considerable pride and economic promotion to Itasca County from all across the state.

As you know the library is requesting an increase in funding from the county for services provided to our 20,000 county residents who are library cardholders, most of whom live outside the city of Grand Rapids. I encourage you to support that increase. As a county taxpayer, I believe that our county can do much better than provide a minimum contribution to maintain library services and that increases in funding need to be part of the county budget process each year.

Thank you again for past and future support for our library.

Cordially,

Barb Sanderson

Barb Sanderson

PO Box 185
Deer River, MN. 56636
5 August 2019

Commissioner Davin Tinquist
Itasca County Courthouse
123 NE 4th St.
Grand Rapids, MN 55744

Dear Mr. Tinquist:

On Sunday, July 28, Mr. Will Richter's library column asked users of the library to write to the County Board of Commissioners concerning an increase in the county's contribution to the Grand Rapids Area Library. As a relative newcomer to this area, I was appalled that the amount of the contribution has not increased in over 8 years.

I am a retired librarian, having worked primarily in large academic and large public libraries. This letter addresses the modern concept of the public library as a "service agency". We no longer staff the library with a scowling librarian at the reference desk who tells users not to talk in the library. Especially with the advent of the Internet, any library can provide services to users that we only dreamed of in the past.

For example, people are often in quest of forms – current and prior year tax forms, applications for jobs, applications for scholarships, applications for social service assistance. The list goes on. People also need to know names and addresses and phone numbers of government agencies. Many of these individuals are not proficient users of the Internet; librarians do instruction in computer use to help users find the information they need.

We also find information not often asked for – the text of laws and regulations (both state and national) are readily available on the Internet. There are websites that show which libraries in the state own a copy of a book not available locally. Librarians can help users request that the book be sent directly to the Grand Rapids library.

And children? I'm often in the GRAL. On the days when there is a Story Hour, young children come in to the library, literally running from their mothers to reach the children's section. They sing a short song, listen to a story, and then on some occasions run to a meeting room where there is an activity to participate in. GRAL offers excellent story hours to excited children! Hopefully they will grow up, remain in the Rapids area---and, fondly remembering Story Hour---will become excited taxpayers willing to pay increased taxes to support their library.

From time to time I use other libraries in the Arrowhead Library System. I can honestly say that the best book selection is done at GRAL. The librarians here choose a wider variety of non-fiction than in other libraries. In addition to history and current events, there seem to be more

books on self-help, solving family problems, inter-generational conflict, etc. There is something for everyone here!

In closing, I would urge the County Commissioners to increase their support of GRAL. We need to continue to support this important library which provides services not only to Rapids residents, but also to many of us in nearby communities. Our library staff (librarians, clerks, and volunteers) are friendly and welcoming. They work hard to provide many services to us. We need to make certain that they have the proper tools (books, magazines/newspapers, and the Internet) to answer all of our questions. And, of course, we need to have sufficient funds to pay good salaries to help us keep our well-trained staff.

Sincerely,

(Ms.) Roberta R. Palen

I recently found myself without a job. While I was in library, you guys showed knowledge and kindness to me and my computer ignorance. Amy, the thinks you helped me with 2 weeks ago, led directly to my being hired. Thanks to all of you: John, Will and Amy.

Bill Whittley

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 SEVEN MONTHS ENDING JULY 31, 2019
With Comparative Totals for July 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	-	206	133,282	0%
Charges for Services	32,143	28,696	45,600	63%
Fines & Forfeits	6,851	6,790	12,000	57%
Blandin Grant	-	-	-	0%
GR Library Foundation	5,100	12,846	8,000	161%
Miscellaneous	36,917	24,125	14,500	166%
Other Sources-Insurance Recovery	-	-	-	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	482,326	468,608	916,069	51%
Expenditures:				
Personnel	366,291	365,384	687,432	53%
Supplies/Materials	49,803	56,068	87,700	64%
Other Services/Charges	81,908	79,410	140,937	56%
GRACF Library Foundation	-	-	-	0%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	498,002	500,861	916,069	55%
OPERATING SURPLUS (DEFICIT)	(15,677)	(32,252)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	4,408	8,521	-	0%
Fund Balance 7/31/XX				
Cash Flow	409,535	389,491	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 7/31/XX	\$ 494,826	\$ 478,395	\$ 519,168	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$32,280 as of 12/31/18. 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 JULY 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	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,282	5,282	100%
211-00-34-00-7970	PHOTO COPIES	2,200	2,028	92%
211-00-34-00-7975	INTERNET	3,500	1,712	49%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	600	260	43%
211-00-34-00-7982	PASSPORT PROCESSING FEE	38,500	18,305	48%
211-00-34-00-7990	FAX MACHINE USE	800	1,109	139%
211-00-35-00-1030	LIBRARY FINES	12,000	6,790	57%
211-00-37-00-2310	DONATIONS	1,500	16,453	1097%
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	12,846	161%
211-00-37-00-2375	MEETING ROOM RECEIPTS	4,500	2,555	57%
211-00-37-00-2450	MISCELLANEOUS	2,000	1,733	87%
211-00-37-00-5100	INVESTMENT INCOME	3,000	1,746	58%
		916,069	468,608	51%
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	234,789	53%
211-00-75-10-1030	SALARY-PARTTIME	22,803	12,125	53%
211-00-75-10-1050	CONTRACTED SERVICES	7,000	5,656	81%
211-00-75-10-1210	PERA	34,865	17,661	51%
211-00-75-10-1220	FICA	28,821	14,535	50%
211-00-75-10-1250	MEDICARE	6,740	3,400	50%
211-00-75-10-1310	HEALTH INSURANCE	142,668	75,708	53%
211-00-75-10-1330	LIFE INSURANCE	221	142	64%
211-00-75-10-1510	WORKERS COMPENSATION	2,255	1,367	61%
211-00-75-20-2010	OFFICE SUPPLIES	7,000	4,230	60%
211-00-75-20-2020	COPY SUPPLIES	1,400	637	45%
211-00-75-20-2030	PRINTING/BINDING	900	811	90%
211-00-75-20-2060	COMPUTER SUPPLIES	2,600	2,727	105%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	3,502	140%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	5,900	10,850	184%
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	22,987	52%
211-00-75-20-2120	AUDIO/VISUAL	9,000	5,812	65%
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	1,602	64%
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	611	94%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	11,900	58%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	6,000	17,085	285%
211-00-75-30-3210	TELEPHONE	6,000	3,105	52%
211-00-75-30-3220	POSTAGE/FREIGHT	3,000	1,949	65%

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

Account Number	Account Description	2019 Budget	Year to Date	Percent of Budget
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	5,082	56%
211-00-75-30-3810	ELECTRICITY	30,000	16,310	54%
211-00-75-30-3840	GARBAGE REMOVAL	3,600	2,615	73%
211-00-75-30-3860	HEAT-NATURAL GAS	4,000	2,191	55%
211-00-75-30-4000	MAINTENANCE CONTRACTS	8,000	4,765	60%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	4,732	32%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	328	33%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	854	9%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,862	62%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	9,000	1,771	20%
211-00-75-30-4100	EQUIPMENT LEASES	1,440	843	59%
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	509,381	56%
	SURPLUS REVENUES/(EXPENDITURES)	-	(40,773)	

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2019

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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-DELINQUEN	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	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	206.09	0.00	127,793.91	0
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	206.09	0.00	127,793.91	0
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	281.73	2,200.00	2,028.44	0.00	171.56	92
211-00-34-00-7975	INTERNET	283.67	3,500.00	1,712.33	0.00	1,787.67	49
211-00-34-00-7980	LIBRARY FEES-PROCTORING	80.00	600.00	260.00	0.00	340.00	43
211-00-34-00-7982	PASSPORT PROCESSING FEE	3,535.00	38,500.00	18,305.00	0.00	20,195.00	48
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	302.93	800.00	1,108.58	0.00	(308.58)	139

TOTAL		4,483.33	50,882.00	28,696.35	0.00	22,185.65	56
TOTAL CHARGES FOR SERVICES		4,483.33	50,882.00	28,696.35	0.00	22,185.65	56

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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	910.60	12,000.00	6,789.74	0.00	5,210.26	57
TOTAL		910.60	12,000.00	6,789.74	0.00	5,210.26	57
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	1,180.00	1,500.00	16,452.54	0.00	(14,952.54)	1097
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	3,077.66	8,000.00	12,846.12	0.00	(4,846.12)	161
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	377.50	4,500.00	2,554.60	0.00	1,945.40	57
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	232.33	2,000.00	1,733.11	0.00	266.89	87
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	1,516.79	3,000.00	1,746.16	0.00	1,253.84	58
TOTAL		6,384.28	22,500.00	36,970.78	0.00	(14,470.78)	164
TOTAL MISCELLANEOUS REVENUE		6,384.28	22,500.00	36,970.78	0.00	(14,470.78)	164
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

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 FOR 7 PERIODS ENDING JULY 31, 2019

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR BUDGET	YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		11,778.21	916,069.00	468,608.46	0.00	447,460.54	51
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	33,347.55	442,059.00	234,788.93	613.55	206,656.52	53
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	1,754.40	22,803.00	12,125.36	0.00	10,677.64	53
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	254.54	7,000.00	5,655.54	0.00	1,344.46	81
211-00-75-10-1210	PERA	2,586.63	34,865.00	17,661.18	0.00	17,203.82	51
211-00-75-10-1220	FICA	2,125.52	28,821.00	14,535.49	0.00	14,285.51	50
211-00-75-10-1250	MEDICARE	497.12	6,740.00	3,399.51	0.00	3,340.49	50
211-00-75-10-1310	HEALTH INSURANCE	14,020.00	142,668.00	75,708.00	0.00	66,960.00	53
211-00-75-10-1330	LIFE INSURANCE	23.50	221.00	142.40	0.00	78.60	64
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	0.45	0.00	(0.45)	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	54.68	2,255.00	1,366.76	0.00	888.24	61
TOTAL PERSONNEL		54,664.43	687,432.00	365,383.62	613.55	321,434.83	53
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	235.04	7,000.00	4,229.75	0.00	2,770.25	60
211-00-75-20-2020	COPY SUPPLIES	247.58	1,400.00	636.56	0.00	763.44	45
211-00-75-20-2030	PRINTING/BINDING	0.00	900.00	811.41	0.00	88.59	90
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	708.79	2,600.00	2,726.63	0.00	(126.63)	105
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	0.00	5,900.00	10,850.16	0.00	(4,950.16)	184
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	JULY 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	500.00	131.94	0.00	368.06	26
211-00-75-20-2100	OPERATING SUPPLIES	289.78	2,000.00	819.63	280.80	899.57	55
211-00-75-20-2110	BOOKS	3,124.66	44,000.00	22,986.55	951.62	20,061.83	54
211-00-75-20-2120	AUDIO/VISUAL	284.59	9,000.00	5,812.27	0.00	3,187.73	65
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	460.65	2,500.00	1,601.79	291.52	606.69	76
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		5,351.09	87,700.00	56,067.66	1,523.94	30,108.40	66
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	1,131.25	900.00	1,131.25	1,131.25	(1,362.50)	251
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	85.74	650.00	610.88	28.58	10.54	98
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	11,900.00	0.00	8,500.00	58
211-00-75-30-3100	OTHER CONTRACTED SERVICES	900.00	6,000.00	17,085.00	250.00	(11,335.00)	289
211-00-75-30-3210	TELEPHONE	320.34	6,000.00	3,104.55	0.00	2,895.45	52
211-00-75-30-3220	POSTAGE/FREIGHT	369.30	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	143.20	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
211-00-75-30-3510	PUBLISHING & ADVERTISING	726.00	300.00	458.00	0.00	(158.00)	153
211-00-75-30-3610	GENERAL INSURANCE	0.00	300.00	5,082.00	0.00	3,918.00	56
211-00-75-30-3810	ELECTRICITY	180.00	30,000.00	16,309.51	0.00	13,690.49	54
211-00-75-30-3840	GARBAGE REMOVAL	0.00	3,600.00	2,614.80	180.00	805.20	78
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,000.00	2,190.96	0.00	1,809.04	55
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	8,000.00	4,765.38	0.00	3,234.62	60
211-00-75-30-4010	BUILDING MAINT/REPAIRS	75.00	15,000.00	4,731.55	0.00	10,268.45	32
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	327.50	0.00	672.50	33

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ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR BUDGET	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	854.17	0.00	8,145.83	9
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,000.00	1,861.87	0.00	1,138.13	62
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	247.86	9,000.00	1,771.44	0.00	7,228.56	20
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,440.00	843.01	0.00	596.99	59
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		5,999.12	140,937.00	79,409.51	1,589.83	59,937.66	57
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		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
BLANDIN GRANT							
211-00-95-00-5720	BLND GRANT-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5730	BLND GRANT-BOOKS & MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5740	BLND GRANT-YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5745	BLNDIN GRNT-#G2006-0140 YOUTH	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5750	BLND GRANT-ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5755	BLNDIN GRNT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRNT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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:		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
TOTAL FUND REVENUES		11,778.21	916,069.00	468,608.46	0.00	447,460.54	51
TOTAL FUND EXPENSES		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
FUND SURPLUS (DEFICIT)		(54,236.43)	0.00	(40,772.90)			
TOTAL ALL FUND REVENUES		11,778.21	916,069.00	468,608.46	0.00	447,460.54	51
TOTAL ALL FUND EXPENSES		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
ALL FUND SURPLUS (DEFICIT)		(54,236.43)	0.00	(40,772.90)			

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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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
1605665	PERSONNEL DYNAMICS LLC	646.49
1801610	RAPIDS PLUMBING & HEATING INC	23.85
1805150	RECORDED BOOKS INC	7.95
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
1309335	MINNESOTA REVENUE	74.29
1405850	NEXTERA COMMUNICATIONS LLC	74.50
1516220	OPERATING ENGINEERS LOCAL #49	11,216.00
1601750	PAUL BUNYAN COMMUNICATIONS	491.68
1621130	P.U.C.	3,001.13
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 TEH SUM OF: \$ 56,465.32

TOTAL ALL DEPARTMENTS 67,905.77

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0113100			AMAZON.COM					
445785468767-L	07/11/19	01 2	DVDS/AUTH#1053	211-00-75-20-2120	19002337		08/14/19	36.65
				AUDIO/VISUAL				INVOICE TOTAL: 36.65
669946379387-L	07/09/19	01 1	BOOK/AUTH#1028	211-00-75-20-2110	19002337		08/14/19	12.59
				BOOKS				INVOICE TOTAL: 12.59
679598795794-L	07/03/19	01 12	BOOKS/AUTH#1169	211-00-75-20-2110	19002337		08/14/19	124.80
				BOOKS				INVOICE TOTAL: 124.80
757959546897-L	06/29/19	01 1	BOOK/AUTH#1016	211-00-75-20-2110	19002317		08/14/19	10.81
				BOOKS				INVOICE TOTAL: 10.81
0113233			AMERIPRIDE SERVICES INC					VENDOR TOTAL: 184.85
3501394122-L	07/16/19	01	MAT CLASSIC CLTD/C#41-513	211-00-75-30-3070	19002192		08/14/19	28.58
				LAUNDRY				INVOICE TOTAL: 28.58
3501399608-L	07/30/19	01	MAT CLASSIC CLTD/C#41-513	211-00-75-30-3070	19002329		08/14/19	28.58
				LAUNDRY				INVOICE TOTAL: 28.58
								VENDOR TOTAL: 57.16
T000624			HEIDI BETH HENRIKSEN AMOUTA					
L	08/05/19	01	YOGA PROGRAM 8/3/19	999-99-00-00-1000			08/14/19	75.00
				HOLDING ACCOUNT				INVOICE TOTAL: 75.00
								VENDOR TOTAL: 75.00

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0114200		ANDERSON GLASS						
I048257-L	07/02/19	01	ADJUSTED CLOSERS, DOOR	211-00-75-30-4010	19002315		08/14/19	75.00
				BUILDING MAINT/REPAIRS				
								INVOICE TOTAL: 75.00
								VENDOR TOTAL: 75.00
0118660		ARROWHEAD LIBRARY SYSTEM						
14566-L	06/30/19	01	OVERDUE NOTICES - JUNE 2019	211-00-75-20-2010	19002313		08/14/19	29.25
		02	LOST BOOK	OFFICE SUPPLIES				
				211-00-75-30-4545	19002313			40.00
				INTERLIBRARY LOAN CHARGES				
								INVOICE TOTAL: 69.25
								VENDOR TOTAL: 69.25
0201428		BAKER & TAYLOR LLC						
2034636071-L	06/28/19	01	8 BOOKS/CUST#L411199	211-00-75-20-2110	19002063		08/14/19	103.38
				BOOKS				
								INVOICE TOTAL: 103.38
2034640898-L	06/28/19	01	13 BOOKS/CUST#L025981	211-00-75-20-2110	19002063		08/14/19	175.92
				BOOKS				
								INVOICE TOTAL: 175.92
2034642332-L	06/28/19	01	71 BOOKS/CUST#L025981	211-00-75-20-2110	19002063		08/14/19	672.32
				BOOKS				
								INVOICE TOTAL: 672.32
2034644457-L	07/05/19	01	3 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	23.34
				BOOKS				
								INVOICE TOTAL: 23.34
2034649096-L	07/05/19	01	39 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	536.54
				BOOKS				
								INVOICE TOTAL: 536.54

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0201428			BAKER & TAYLOR LLC					
2034649323-L	07/08/19	01	73 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	771.69
				BOOKS				
						INVOICE TOTAL:		771.69
2034663736-L	07/10/19	01	23 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	295.32
				BOOKS				
						INVOICE TOTAL:		295.32
2034667546-L	07/15/19	01	16 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	209.71
				BOOKS				
						INVOICE TOTAL:		209.71
2034670709-L	07/15/19	01	12 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	170.54
				BOOKS				
						INVOICE TOTAL:		170.54
2034677509-L	07/17/19	01	7 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	103.03
				BOOKS				
						INVOICE TOTAL:		103.03
2034687342-L	07/24/19	01	5 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	74.36
				BOOKS				
						INVOICE TOTAL:		74.36
2034688259-L	07/24/19	01	49 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	556.45
				BOOKS				
						INVOICE TOTAL:		556.45
2034693234-L	07/30/19	01	7 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	85.27
				BOOKS				
						INVOICE TOTAL:		85.27
2034695776-L	07/29/19	01	11 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	161.02
				BOOKS				
						INVOICE TOTAL:		161.02
						VENDOR TOTAL:		3,938.89

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0718010	CITY OF GRAND RAPIDS							
19/263-L	07/11/19	01	2018 AUDIT FEE/GRPUBLIBR	211-00-75-30-3010	19002133		08/14/19	1,131.25
				ACCOUNTING SERVICES				
							INVOICE TOTAL:	1,131.25
							VENDOR TOTAL:	1,131.25
0718015	GRAND RAPIDS CITY PAYROLL							
L	07/19/19	01	LIBR 7/19/19 PAYROLL	999-99-00-00-1000			08/14/19	19,848.84
				HOLDING ACCOUNT				
		02	LIBR 7/5/19 PAYROLL	999-99-00-00-1000				19,848.83
				HOLDING ACCOUNT				
							INVOICE TOTAL:	39,697.67
							VENDOR TOTAL:	39,697.67
T001191	JENNA JUSTINE JOY HASS							
L	07/22/19	01	YOGA PROGRAM 7/20/19	999-99-00-00-1000			08/14/19	75.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	75.00
							VENDOR TOTAL:	75.00
0914800	INVEST EARLY PROJECT							
2982-L	06/30/19	01	JUNE STORY TIME CUST 1-1020	211-00-75-30-3100	19002321		08/14/19	640.00
				OTHER CONTRACTED SERVICES				
							INVOICE TOTAL:	640.00
							VENDOR TOTAL:	640.00
1209516	LINCOLN NATIONAL LIFE							
L	08/05/19	01	AUG SUPP LIFE INS PREM	999-99-00-00-1000			08/14/19	39.00
				HOLDING ACCOUNT				
		02	JUL SUPP LIFE INS PREM	999-99-00-00-1000				39.00
				HOLDING ACCOUNT				
							INVOICE TOTAL:	78.00
							VENDOR TOTAL:	78.00

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L 1301300	07/29/19	01	BEAUTIFUL BLOSSOMS PROG 7/26	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	125.00
							INVOICE TOTAL:	125.00
							VENDOR TOTAL:	125.00
L 1301146	07/22/19	01	LIBR JUL COPIER LEASE	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	120.43
		02	MAR-JUN LIB OVERAGE CLR/BW	999-99-00-00-1000 HOLDING ACCOUNT				157.62
							INVOICE TOTAL:	278.05
							VENDOR TOTAL:	278.05
L 0405223	07/01/19	01	LIBR 3RDQTR RECYCLING/C#11022	211-00-75-30-3840 GARBAGE REMOVAL	19002159		08/14/19	180.00
							INVOICE TOTAL:	180.00
							VENDOR TOTAL:	180.00
L 1309199	07/15/19	01	LIBR JUN NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	139.23
							INVOICE TOTAL:	139.23
							VENDOR TOTAL:	139.23
L 1309335	07/20/19	01	LIBR JUN SALES TAX PAYABLE	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	74.29
							INVOICE TOTAL:	74.29
							VENDOR TOTAL:	74.29

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1405850	07/15/19	01	LIB JUN LNG DST/JUL LINE CHG	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	74.50
							INVOICE TOTAL:	74.50
							VENDOR TOTAL:	74.50
1415377			NORTHERN BUSINESS PRODUCTS INC					
417241-L	07/09/19	01	ROLL THERMAL 3 1/8 X 230/#7789	211-00-75-20-2060 COMPUTER SUPPLIES	19002367		08/14/19	38.99
							INVOICE TOTAL:	38.99
419432-L	07/03/19	01	PAPER RL, THRM,WHT/#7789	211-00-75-20-2060 COMPUTER SUPPLIES	19002367		08/14/19	34.89
							INVOICE TOTAL:	34.89
422203-L	07/10/19	01	CLEANER, MRPHYOIL,WPE,12CT	211-00-75-20-2010 OFFICE SUPPLIES	19002367		08/14/19	120.99
		02	LABEL,MAIL,LSR,.5X1.75,WHT	211-00-75-20-2010 OFFICE SUPPLIES	19002367			71.98
							INVOICE TOTAL:	192.97
424267-1-L	07/18/19	01	MARKER, SHARPIE, FN,RET,BK	211-00-75-20-2010 OFFICE SUPPLIES	19002367		08/14/19	26.77
							INVOICE TOTAL:	26.77
424267-L	07/17/19	01	PAPER, 8.5X11, FIREWX,GRD	211-00-75-20-2020 COPY SUPPLIES	19002367		08/14/19	6.99
		02	PAPER,MULT,8.5X11, 20#, BLU	211-00-75-20-2020 COPY SUPPLIES	19002367			6.99
		03	PAPER,COPY,8.5X11,WE 20#	211-00-75-20-2020 COPY SUPPLIES	19002367			37.99
		04	TONER,HP410A,LJ CART,CYN	211-00-75-20-2060 COMPUTER SUPPLIES	19002367			120.99
							INVOICE TOTAL:	172.96

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INVOICE #	INVOICE DATE	INVOICE #	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1415377		NORTHERN BUSINESS PRODUCTS INC							
426102-L	07/24/19	01		TAPE,COR,DRYLINE,GRP	211-00-75-20-2010	19002367		08/14/19	7.33
		02		PAPER,COPY,8.5X11,WE 20#	211-00-75-20-2020	19002367			37.99
		03		TONER,HP 410A LJ CART,BK	211-00-75-20-2060	19002367			91.99
		04		TONER,HP410A,LJ CART,CYN	211-00-75-20-2060	19002367			120.99
		05		TONER,HP 410A,LJ,CART,MG	211-00-75-20-2060	19002367			120.99
					COMPUTER SUPPLIES				379.29
426458-L	07/25/19	01		TONER,HP 410A LJ CART,BK	211-00-75-20-2060	19002367		08/14/19	91.99
					COMPUTER SUPPLIES				91.99
428019-L	07/31/19	01		PAD,STAMP,#1,MICROPORE,RED	211-00-75-20-2010	19002367		08/14/19	7.97
					OFFICE SUPPLIES				7.97
1516220		OPERATING ENGINEERS LOCAL #49							
L	07/08/19	01		LIBR AUG HLTH INS PREMIUM	999-99-00-00-1000			08/14/19	11,216.00
					HOLDING ACCOUNT				11,216.00
1601750		PAUL BUNYAN COMMUNICATIONS							
L	08/05/19	01		LIBR AUG SERVICES	999-99-00-00-1000			08/14/19	245.84
		02		LIBR JUL SERVICES	999-99-00-00-1000				245.84
					HOLDING ACCOUNT				491.68
					HOLDING ACCOUNT				491.68

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1605665			PERSONNEL DYNAMICS LLC					
47722-L	06/29/19	01	R LOOMIS/4HRS@18.23 WK 6/29	211-00-75-10-1050	19002335		08/14/19	72.92
				CONTRACTED SERVICES				
							INVOICE TOTAL:	72.92
47765-L	07/06/19	01	RLOOMIS/6.5HRS@18.23 WK 7/6	211-00-75-10-1050	19002336		08/14/19	118.50
				CONTRACTED SERVICES				
		02	J BEHM/13 HRS@18.23 WK 6/29	211-00-75-10-1050	19002336			236.99
				CONTRACTED SERVICES				
							INVOICE TOTAL:	355.49
47805-L	07/13/19	01	H VANCE/4 HRS@13.50 WK 7/13	211-00-75-10-1050	19002336		08/14/19	54.00
				CONTRACTED SERVICES				
							INVOICE TOTAL:	54.00
47885-L	07/27/19	01	APETERSON/9HRS@18.23 WK 7/27	211-00-75-10-1050	19002336		08/14/19	82.04
				CONTRACTED SERVICES				
		02	APETERSON/9HRS@18.23 WK 6/22	211-00-75-10-1050	19002336			82.04
				CONTRACTED SERVICES				
							INVOICE TOTAL:	164.08
							VENDOR TOTAL:	646.49
1621130			P.U.C.					
L								
	07/15/19	01	LIB JUN ELEC/WTR & SWR	999-99-00-00-1000			08/14/19	2,966.59
				HOLDING ACCOUNT				
		02	LIB IRRIG JUN WTR	999-99-00-00-1000				15.24
				HOLDING ACCOUNT				
		03	LIB PUMPHOUSE JUN WTR/SWR	999-99-00-00-1000				19.30
				HOLDING ACCOUNT				
							INVOICE TOTAL:	3,001.13
							VENDOR TOTAL:	3,001.13
1801610			RAPIDS PLUMBING & HEATING INC					
15446-L	06/19/19	01	AERATORS FOR LIBR LAV FAUCETS	211-00-75-30-4010	19002296		08/14/19	23.85
				BUILDING MAINT/REPAIRS				
							INVOICE TOTAL:	23.85
							VENDOR TOTAL:	23.85

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1805150			RECORDED BOOKS INC					
76240761-L	07/02/19	01 1	CD/CUST#1409920	211-00-75-20-2120	19002320		08/14/19	7.95
				AUDIO/VISUAL				
				INVOICE TOTAL:				7.95
				VENDOR TOTAL:				7.95
1909510			SIM SUPPLY INC					
389563-L	07/11/19	01	PLEATED AIR FILTER/#LIBRARY	211-00-75-20-2150	19002122		08/14/19	125.28
				MAINTENANCE TOOLS/SUPPLIES				
				INVOICE TOTAL:				125.28
				VENDOR TOTAL:				125.28
1913347			KATIE ELIZABETH SMITH					
L	07/22/19	01	HONORARIUM 7/15/19	999-99-00-00-1000			08/14/19	125.00
		02	HONORARIUM 7/22/19	HOLDING ACCOUNT				
				HOLDING ACCOUNT				
				INVOICE TOTAL:				125.00
				VENDOR TOTAL:				125.00
1920555			STOKES PRINTING & OFFICE					
115281-L	07/02/19	01	3/8" THERMAL ROLLS/GRPUBLIB	211-00-75-20-2060	19002314		08/14/19	87.96
				COMPUTER SUPPLIES				
				INVOICE TOTAL:				87.96
				VENDOR TOTAL:				87.96
T001190			KATHRYN THIES					
L	07/08/19	01	YOGA PROGRAM 7/6/19	999-99-00-00-1000			08/14/19	75.00
				HOLDING ACCOUNT				
				INVOICE TOTAL:				75.00
				VENDOR TOTAL:				75.00

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2018225	TREASURE BAY PRINTING							
270544-L	08/02/19	01	DRILL PAPER/GRPUBLIHR	211-00-75-20-2010	19002398		08/14/19	6.50
				OFFICE SUPPLIES				
								INVOICE TOTAL: 6.50
								VENDOR TOTAL: 6.50
2114356	UNIQUE MANAGEMENT SERVICES							
556619-L	07/31/19	01	JULY PLACEMENTS	211-00-75-30-3300	19002395		08/14/19	152.15
				PROFESSIONAL SERV-COLLECTI				
				211-00-75-30-3300	19002395			-8.95
				PROFESSIONAL SERV-COLLECTI				
								INVOICE TOTAL: 143.20
								VENDOR TOTAL: 143.20
2209421	VIKING ELECTRIC SUPPLY INC							
S002770729.001-L	07/16/19	01	32W-48" T8 BIPIN/C#V27287	211-00-75-20-2100	19002201		08/14/19	280.80
				OPERATING SUPPLIES				
								INVOICE TOTAL: 280.80
								VENDOR TOTAL: 280.80
2209665	VISA							
L								
				999-99-00-00-1000			08/14/19	433.20
				HOLDING ACCOUNT				
								INVOICE TOTAL: 433.20
								VENDOR TOTAL: 433.20
2301728	AMANDA JEAN WATKINS							
L								
				999-99-00-00-1000			08/14/19	125.00
				HOLDING ACCOUNT				
				999-99-00-00-1000				125.00
				HOLDING ACCOUNT				

DETAILED PUBLIC LIBRARY BILL LIST - AUGUST 14, 2019

DATE: 08/09/19
 TIME: 09:09:54
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

PAGE: 13

INVOICES DUE ON/BEFORE 08/14/2019

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2301728	07/15/19	03	HONORARIUM 7/18/19	999-99-00-00-1000			08/14/19	125.00
				HOLDING ACCOUNT				
								INVOICE TOTAL: 375.00
								VENDOR TOTAL: 375.00
								TOTAL ALL INVOICES: 67,905.77

ALPHA PUBLIC LIBRARY BILL LIST - AUGUST 14, 2019

DATE: 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

GRAL Director's Report

AUGUST 2019

ADVOCACY

-Request to Itasca County submitted 7/16.

-Community challenges affecting GRAL's request; impact ISD 318 levy (realization); need for new jail (\$15 million / Law enforcement center \$65 million (anxiety); mediation between Itasca County and State of Minnesota regarding continuation of IM Care (uncertainty).

-Blackberry Township 7/15.

-I sent a letter to all townships visited to date about our Itasca County request.

-Library Foundation

Pledge of \$8,000 for 2020 Saturday Story Time.

-Arbo Township 8/5. Commissioner Snyder present.

UPCOMING

-Guest speaker at OWLS 8/28.

-Guest speaker at AAUW 9/16.

LIBRARY MANAGEMENT

-GRAL is the recipient of a \$250 Mini-Grant from Arrowhead Library System! We are going to put it toward the Reading Bar project. The Library Foundation will cover the remaining balance.

-The Tall Timber Days book sale was a hit. A big 'Thank you' to all who helped. The sale raised \$7,467.23 (net) to be split between the Friends and the Foundation. Special kudos to Kathy McCarty from the Foundation and Mary Jo Wimmer from the Friends to working together to make it a success. Judy Peterson coordinated the volunteers – a vital job. On the staff side, Nicole has worked behind the scenes to help everything run smoothly.

-2020 Budget

The 2020 budgeting process is under way. A summary of key budget elements:

Revenue: The City of Grand Rapids is not increasing its contribution from last year. Itasca County continues to fund at the state certified minimum. Based on YTD collections, I project a \$7,000 decline in passport processing fee revenue. The main reason for this downward revision is the new availability of REAL ID in Minnesota. I plan to retain the entire \$5,282 ALS Cross-overs payment.

Expenditure: Personnel costs show a modest increase this year due to staff turnover, but account for 75% of expenditures. The remaining 25% is allocated to two categories: Supplies / Materials and Services / Charges. Distribution among individual line items show small changes based on YTD spending and actual expenditure from the past three years. The cut in the Books line item offsets decreased revenue (projected). Cutting the book budget is regrettable. In 2019 GRAL will spend 4.4% of the overall budget on books – our membership agreement with ALS provides a guideline of 19%; public library best practices urge at least 10%. There is nothing remaining for Fund Balance Payback.

Future challenges: caulking/sealing (\$17,800) and exterior washing/sealing (\$30,000). UPM has notified PUC it will greatly reduce the volume of heated wastewater it discharges. This limits the ability of the Energy Center to heat the Library and our expenditure on Natural Gas will increase dramatically. Actual pre Energy Center spending on Natural Gas range from \$12,985 (2010) to \$23,005 (2008). See discussion of north wall issues below.

FACILITIES MAINTAINANCE / SPACE

-Thank you to Public Works for transporting 40+ tables from the IRA Civic Center to the Central Square Mall (and back) for the book sale.

-Public Works is on deck to hose down the front entry and remove the dead and dying evergreen shrubs from the east side of the building.

-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.

-The proposed emergency exit (20,000) in Children's was included in the City Capital Improvement Plan (CIP). Other needs caulking/sealing (17,800) and exterior washing/sealing (30,000) are listed as Library maintenance items.

-There is an increase this summer in criminal activity along the river front. KAXE was burglarized recently and Library staff have contacted GRPD on several occasions to report suspicious activity. We are monitoring the situation.

END OF REPORT

Assistant Director Report

August 2019

Teens

The teen photo contest finished in July. There were 3 participants. Sarah K. received 1st and 2nd places. She submitted the photos titled "Reflecting Change" and "Blue Bliss". Kayla J. finished in 3rd place. Her photo was titled "MN 169". The photos are displayed on the kiosk near the circulation desk.

Teen Summer Reading ran June and July. Teens could keep track of pages read and earn prizes at different levels. 500 pages earned a dip into the prize bag. 1000 pages earned a free book. 2000 pages earned a Target gift card. There were 18 that read to 500 pages. There were 15 that read to 1000 and 11 teens turned in for 2000 pages.

In July, I held a board games program titled "Games Galore". I waited at a table in the teen area. No one showed for a little while and then 1 teen arrived! We played a few games of cribbage and Uno.

Operations

Nicole made a great display in the giant window that looks into the back staff area. She used the summer reading theme "It's Showtime at Your Library" and made the window look like a movie theatre entrance. She made posters with all the teen summer events.

The display table near the entrance features our pedometers which we received from Get Fit Itasca as a result of a partnership with the organization. The pedometers check out for 1 month and have been quite popular.

For 4 Tuesdays in July, the Reif Center hosted the Indie Film Series. The library purchases the DVD from Recorded Books and each movie comes with 1 public showing license. Program Committee members (and me) preview the movies in the spring and decide which films would be good to show. The film series in the past has been 8-10 films throughout the summer, but this year it was only 4.

Needing Help@Your Library

Tracy Kampa, Children's Library

It's time to talk money. Library funding is complex, but please, stick with me, this is important. In a nutshell, your library is supported by both the City of Grand Rapids and Itasca County. (We were surprised to find out that many patrons thought the library also received ongoing support from the Blandin Foundation. It does not.) Both the city and the county have state mandated minimums that they are obligated to provide for library support. Without this support, the library would not exist. The City of Grand Rapids supports the library at a rate that is 79% greater than their minimum. (And they simply can't continue to increase their support.) Itasca County provides support at their legally obligated minimum and no more. This amount has not increased in over 8 years.

The Grand Rapids Area Library (GRAL), in partnership with the Arrowhead Library System, is asking for an increase in library support from the Itasca County Board of Commissioners. But, you ask, why should the county pay more than they have to? (Excellent question!)

First, and most obvious, there is no percentage increase built into the formula that the state uses to determine minimum funding levels. (If you are interested in reading the statutes pertaining to Minimum Levels of Maintenance, just stop in!) Simply put, everything we do, from purchasing books, to providing programs, to keeping the lights on and the rain out of the building, costs more than it did eight years ago.

But inflation is not the most compelling reason for Itasca County to consider increasing their library support. Indeed, most of our card holders from GRAL come from outside Grand Rapids. 39% of our circulation comes from city residents and 10% is Interlibrary Loan from throughout our region. The other 51% comes from residents of Itasca County who are relying heavily on the City of Grand Rapids to provide library services. There are about 20,000 library card holders in Itasca County, most from outside the Grand Rapids city limits. And, boy, do these patrons use our library! GRAL is the second busiest library in the Arrowhead Library System, second only to Duluth. Out of the over 250,000 items checked out in Itasca County last year, 75% were checked out of the Grand Rapids Area Library. You also may be surprised to know that we average, over the course of a year, over 50 visitors per hour at GRAL.

While all of those numbers are important, here is my bottom line: I do what I do, every day, for the young people of Itasca County. I help kids from Swan River, and Bigfork, and Ball Club. I talk to families who come to town once a week or once a month, ending their errands with a trip to the library to load up on the dozens of books they will go through until their next visit. When I look ahead, I am worried about not being here for these

kids. Cutting our services will be our next, necessary, step, if our funding picture does not improve. So, where do we cut?

Do we open later, and miss those patrons who just dropped their kids off at school and need to come and talk about their reluctant reader? Do we lock the doors to those patrons who are coming in to read the paper, or those who have scheduled a morning meeting at the library? Do we close earlier and miss the kids coming from sports practice or cut off those families who might work shift work? Do we close on Saturday? That would not only completely eliminate a very important Story Time, but it would mean many families could not use the library at all. These are agonizing decisions.

Can we cut expenses? Already we have eliminated a staff position, and have taken on passport services, which brings in some critically important funds. Already, we have staff coming in on their day off to cover a desk during lunch. Already, we have a roster of over 80 volunteers who contribute more than 3500 hours to the library each year. The reality is, though, that libraries are not now, nor ever were intended to be, money-making institutions. We question our expenses at every turn, but the fact that we need money to keep the library going is irrefutable.

We have so many patrons who rely on our services! Looking up, I count 19 patrons in the Children's Area alone. This is where they get their books, their movies, their passports, their copies made. Here is where they send their faxes, and hold their meetings. This is where they come to a program to learn, or to be entertained. This is where it is warm in the winter and cool in the summer. This is where you are welcome, whatever your reason for being here. This is where you can find the stories of our lives, the stories that you pass on to your children. This is your library.

So many of our patrons, especially the children, don't have a voice. Today, please, speak for them. I'm asking that you contact the Itasca County Board of Commissioners (if you need contact information, we have it for you at the library, or it is available online) and just let them know that you believe your library is worth it. That 8 years is too long to go without an increase in funding. Ask them to, please, see beyond the minimum and really look at what is happening in this building. I had over 1,000 kids sign up for summer reading this year! Think of what that looks like...a thousand children! Please, be a voice for them. Maybe we can change the conversation from what we have to do, to what we can do.

This Week at Your Library

Tuesday, August 13 at 6:00 join Rose Arrowsmith DeCoux for a storytelling adventure! Hear how Tatterhood battles a band of trolls, Manka solves impossible riddles, and Vasalisa dares to knock at the witch's door. Daring heroines reclaim fairytales as fierce, funny, and feminine. Program is intended for youth ages 7-12, but appropriate and enjoyable for teens, mixed age audiences and adults. Stories will likely be too long for kids younger than 6.

Saturday, August 17 at 9:00 it's time for Yoga on the Lawn with Laurie Antonson! Start the morning with yoga postures that help reduce stress, increase strength, flexibility, and balance. Bring a yoga mat or beach towel and a water bottle. For all ages!

Saturday, August 17 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.

Will Richter

From: Tracy Kampa
Sent: Tuesday, July 30, 2019 3:44 PM
To: Library
Subject: We Did It!

Total number of summer reading participants for 2019: **1,112!** (We blew past that magical 4 digit mark with room to spare!) All sorts of records were set this summer. (Including all-time highest Monday Book Time attendees with 87, yesterday,...which EXACTLY matched the number of participants in Lego club today...cue the Twilight Zone theme song.) I'm not going to think about trying to surpass that number next year, because I'm tired. But, for comparison purposes, the summer I came back to the library, about 10 or eleven years ago, we had around 325 kids in summer reading. The steady increase over the years has everything to do with each of you. **Thank you** for encouraging kids, welcoming, families, and making this a pretty darn nice place to be.

Tracy and Dion

Tracy Kampa
Children's Librarian
Grand Rapids Area Library
140 NE 2nd Street
Grand Rapids, MN 55744-2662
Office: 218-327-8822
Fax: 218-326-7644

Door count 12231
72714

	THIS MONTH	YTD	YTD 2018
CIRCULATION			
Check-outs	13,982	81,994	79,527
Total Circulation	16,049	95,457	91,794
Returns	16,048	93,436	90,747
New cards	126	761	744

	THIS MONTH	YTD	YTD 2018
TECHNICAL PROCESSES			
Books cataloged and processed	720	4,050	4,186
Withdrawn copies	172	3,675	3,151

	THIS MONTH	YTD	YTD 2018
REFERENCE			
transactions	1,184	6,175	6,772
tests proctored	18	90	40
computer help over 5 minutes	91	656	507
Passports	97	529	666

	SESSIONS	HOURS	YTD SESSIONS	YTD HOURS	YTD 2018	2018 YTD HOURS
INTERNET						
Pharos sessions ***	1,205	818	7,573	5,319	7,603	5,071
Non-Pharos sessions	174	1,355				1,155

	PEOPLE	HOURS	YTD HOURS
VOLUNTEERS			
Non-Pharos sessions	58	348.00	2238.50

	GROUPS	YTD GROUPS
MEETING ROOM		
COMMUNITY ROOM/GSR	47	356

	PROGRAMS	PEOPLE	YTD PROGRAMS	YTD PEOPLE	YTD 2018 programs	YTD 2018 people
PROGRAMS & TOURS						
BOOK TIME	5	277	36	880	37	1,084
SATURDAY STORY TIME	8	118	50	1,017	52	1,118
CLASS VISITS	0	0	53	1,557	38	1,347
NON SCHOOL GROUPS	0	0	0	0	0	0
CHILDREN'S PROGRAMS	16	647	48	1,671	46	1,156
TEEN PROGRAMS	3	22	15	122	17	367
Total Youth Programs	32	1,064	202	5,247	190	5,072
Total Adult Programs	7	213	36	887	31	631

	HRS THIS MONTH	HRS YTD	YTD 2018
BOOKINGS & ARRANGEMENTS			
TOTALS	9	60	62

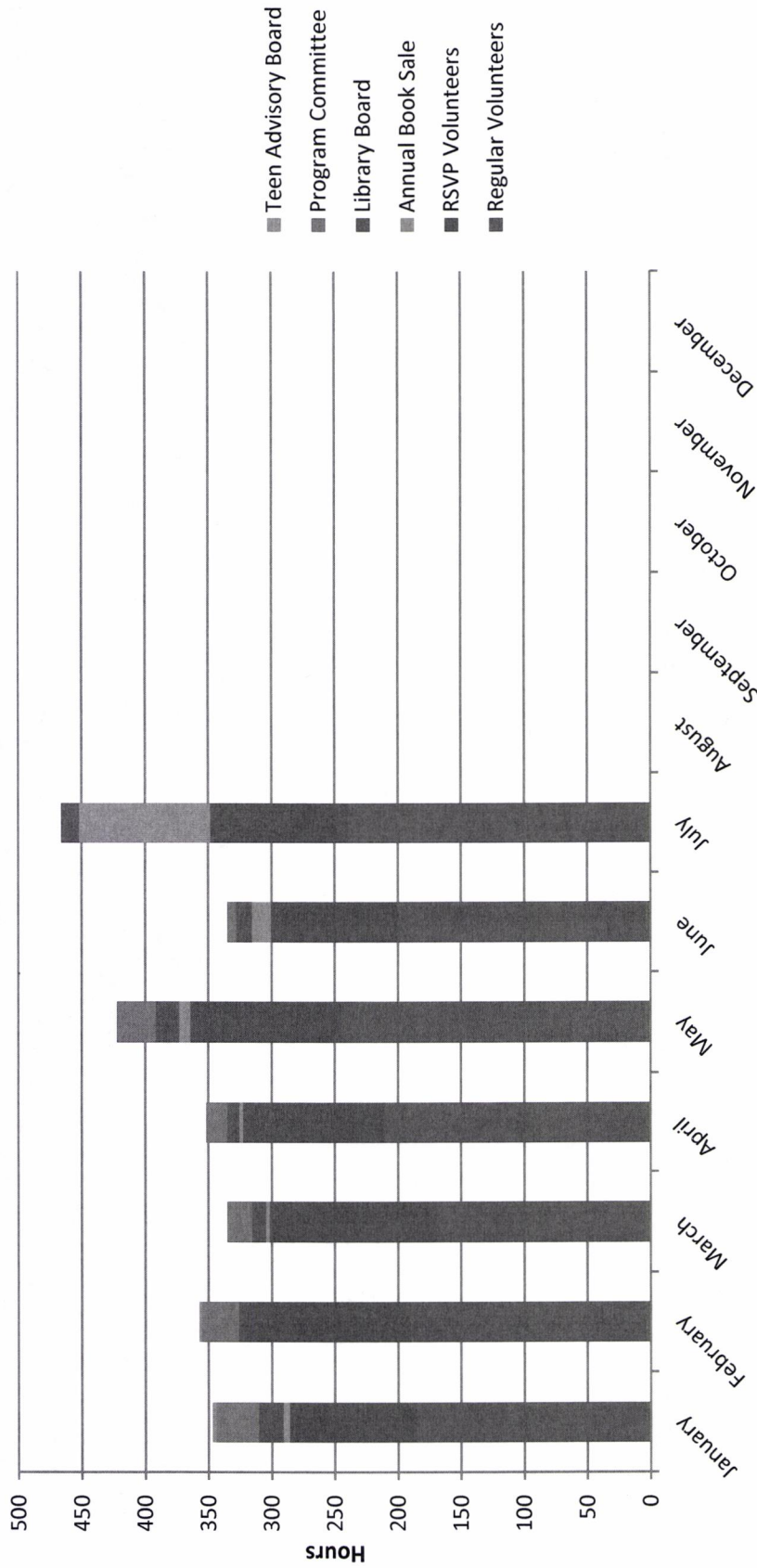
2019 Volunteer Report

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		58	348
August															0	0
September															0	0
October															0	0
November															0	0
December															0	0
Total	252	1439.25	84	794.25	47	99.5	28	139	43	136	5	5	32	86.5	491	2238.5

* 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. 2019-11
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:

\$2,720.00 from Grand Rapids Area Library Foundation for Saturday Story Time Jan-May
\$357.66 from Grand Rapids Area Library Foundation for Rapids Reads
\$1,000.00 from Wabana Township for Library services
\$180.00 from Friends of the Grand Rapids Area Library for recycling (Q2)
\$250.00 from Arrowhead Library System – ‘Mini Grant’

Adopted this 14th day of August, 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.

Engagement for Riverfront Interpretive Signage Project

Introduction

Get Fit Itasca is working with the City of Grand Rapids and community partners to develop interpretive signage along the riverfront trail near the library. Interpretive signs help guests interpret something (like a place, vegetation, or work of art) by providing background information about it. There are two motivations to develop interpretive signage in this area:

1. to encourage people to visit and use the riverfront trail, and
2. to help people learn more about our community and the riverfront area.



Request: We are meeting with you today to share that this project is going on and to ask what things should be showcased on interpretive signs. We are asking the same questions to multiple groups in town. We won't be able to include all the ideas we collect, but we hope the information on the final set of signs will bring heightened interest to the riverfront. We also hope to hear your thoughts about how the trails in the riverfront area can better serve Grand Rapids residents.

Questions

What things visible from the trail might be interesting for people to learn more about?

What "hidden gems" (something no longer there or something people might not recognize) along the trail could we call attention to?

Follow-up: Do you want to call attention to these "hidden gems"?

How can the trail system in the riverfront area better serve Grand Rapids residents?

Follow-up (if needed): Should additional connections be made?

What else do you want to share?

Visit GR Input

- Add more artwork and showcase it - planning a mapping project and downtown artwalk for 2020
 - Try and get artwork from Ken Steel?
- Talk with historical society about old county courthouse, fur trading post, and steamboat landing namesake
- History of dam and before it was built
- Add more bike racks, signage to promote walking/biking, add paved path east of ped bridge with lights and benches

Blandin Foundation Input

- Pick a theme for the signs, consider the ones already there, and set your budget
- Get native artist to recreate landscape before the dam and buildings, not sure if any photos exist
 - The Anishannabe lived here and the Dakota, this area was populated before the town
 - May need to sit with elders and create the language for the history that isn't written down
- Definitely dual language signs needed
- Try a three panel sign (before dam, building of dam, and present use of land)
- River life uses of transportation and food, this was the thoroughfare section
 - 10' waterfall where second dam is located now
 - Flooding of the wild rice paddies
 - Why this area is liveable and such a good area
 - Longest rapids north of the cities
- History on the treaty of Washington 1855, extinguished in 1864 for the Pokegama band of Ojibwe
- A timeline along the river
- Expand river trail for a story trail length (lots of signs in small section as it is)
- Itasca Lake was not counted as the headwaters of the river? Maybe Leech Lake?
- Connection to mural Blandin Foundation is putting on their west wall

Arts and Culture Commission Input - Russell has notes

Trails Task Force Input

- Distance/wayfinding signs - people like to walk loops
- Little libraries along the trail with informational activities and books to go with them
 - Seasonal info/activities?
- History of the river
 - Dual language signs
 - Up until 1960 was used as the town sewer?
 - Sawdust/shavings piled in current parking lot next to Wayne's automotive

- Steamboat landing was on Library side since they flooded the river enough for them to finally be able to land there
- Info on the old hospital and its significance
- Revolving artist showcases along trail - theme to them each year, seasonally?
- Signage to parks and local businesses nearby
- Add more accessibility along steamboat landing road/driveway or ways down to the riverfront for wheelchairs
- Connection to the North Country trail that will be going through this section
 - History
 - Signage

Economic Development Authority Input

GR City Council Input

Library Board Input

Parks and Rec Board Input

Planning Commission Input

Historical Society Input

Forest History Center Input

KAXE Input

Rotary Club Input

Downtown Business Association Input

Tribal Input

North Country Trail Input (connected with at TTF meeting)

Public Input - online survey and Sept 10 open forum at Library 3-7p

Others?

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY**

ACTUAL 2015-2018 EXPENDITURES, 2019 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2020 BUDGET

	<u>2015 ACTUAL</u>	<u>2016 ACTUAL</u>	<u>2017 ACTUAL</u>	<u>2018 ACTUAL</u>	<u>2019 BUDGET</u>	<u>YTD ACTUAL 6/30/2019</u>	<u>PROPOSED 2020 BUDGET</u>
REVENUES							
Taxes							
Current	\$ 530,305	\$ 542,057	\$ 569,504	\$ 589,054	\$ 702,687	\$ -	\$ 702,687
Delinquent	1,335	4,013	5,745	2,901	-	-	-
Fiscal Disparities	39,917	45,367	51,725	61,320	-	-	-
Total Taxes	<u>571,557</u>	<u>591,438</u>	<u>626,974</u>	<u>653,275</u>	<u>702,687</u>	<u>-</u>	<u>702,687</u>
Intergovernmental							
Supplemental Aid	36,122	36,327	36,789	37,441	-	-	-
State of Minnesota	49	-	-	10,020	-	-	-
Library Contracts	128,168	129,117	132,011	131,961	128,000	-	128,000
Total Intergovernmental	<u>164,338</u>	<u>165,445</u>	<u>168,800</u>	<u>179,422</u>	<u>128,000</u>	<u>-</u>	<u>128,000</u>
Charges for Services							
ALS Cross-overs	5,282	5,282	5,282	5,282	5,282	-	5,282
Photo Copies	1,932	2,402	2,706	3,149	2,200	-	2,400
Internet	3,522	3,531	3,784	3,442	3,500	-	3,300
Library Fees-Proctoring	700	315	565	540	600	-	400
Passport Processing Fee	3,025	26,350	26,300	36,815	38,500	-	31,500
Fax Machine Use	129	714	908	1,219	800	-	1,000
Total Charges for Services	<u>14,591</u>	<u>38,594</u>	<u>39,545</u>	<u>50,447</u>	<u>50,882</u>	<u>-</u>	<u>43,882</u>
Fines and Forfeits							
Library Fines	12,695	12,298	12,432	11,309	12,000	-	12,000
Total Fines and Forfeits	<u>12,695</u>	<u>12,298</u>	<u>12,432</u>	<u>11,309</u>	<u>12,000</u>	<u>-</u>	<u>12,000</u>
Miscellaneous Revenue							
Donations	22,852	157,716	3,304	15,688	1,500	-	1,500
Memorial Books	3,314	995	-	985	1,000	-	1,000
Donations-Children's Library	2,134	2,853	1,774	1,181	1,000	-	1,000
Donations-Library Programs	200	650	180	-	200	-	-
Endowment Fund Income	(414)	1,881	4,680	(1,915)	1,300	-	1,300
Donations-ADA Project	-	-	-	4,000	-	-	-
Grand Rapids Lib Foundation	22,698	24,334	20,939	13,225	8,000	-	8,000
Meeting Room Receipts	4,312	3,860	4,358	4,140	4,500	-	4,500
Blandin Grants	-	-	-	-	-	-	-
MIRC	-	-	-	-	-	-	-
Miscellaneous	8,531	4,524	3,049	1,674	2,000	-	2,000
Energy Rebates	-	1,140	-	450	-	-	-
Investment Income	2,865	2,789	3,415	4,092	3,000	-	3,000
Total Miscellaneous Revenue	<u>66,492</u>	<u>200,743</u>	<u>41,698</u>	<u>43,520</u>	<u>22,500</u>	<u>-</u>	<u>22,300</u>
Other Sources							
Insurance Recovery	-	-	3,057	-	-	-	-
Operating Transfer - In	-	4,142	-	-	-	-	-
Fund Balance Usage	-	-	-	-	-	-	-
Total Revenues	<u>829,674</u>	<u>1,012,660</u>	<u>892,505</u>	<u>937,973</u>	<u>916,069</u>	<u>-</u>	<u>908,869</u>

EXPENSES

Operating Transfer Out	-	-	-	-	-	-	-
Personnel							
Salary-Full time	390,436	404,327	407,393	431,071	442,059	-	441,521
Salary-Full time overtime	-	185	-	-	-	-	-
Salary-Part Time	25,722	22,109	29,400	25,278	22,803	-	24,494
Salary-Part time overtime	-	-	-	-	-	-	-
Contracted Services	5,543	13,195	12,144	8,384	7,000	-	8,510
PERA	31,243	31,865	32,306	33,828	34,865	-	34,951
FICA	24,371	25,034	25,648	27,966	28,821	-	28,893
Medicare	5,700	5,855	5,998	6,540	6,740	-	6,757
Health Insurance	63,417	73,619	74,948	133,360	142,668	-	142,668
Life Insurance	221	213	228	243	221	-	221
Dental Insurance	1,638	1,490	1,423	-	-	-	-
Unemployment	-	-	-	-	-	-	-
Worker's Comp	2,322	2,142	2,668	2,140	2,255	-	2,628
Total Personnel	550,613	580,032	592,158	668,810	687,432	-	690,643
Supplies and materials							
Office Supplies	8,017	5,945	6,105	8,679	7,000	-	7,500
Copy Supplies	1,382	1,310	1,413	1,178	1,400	-	1,400
Printing/binding	808	1,207	770	773	900	-	1,000
Bindings	-	-	-	-	-	-	-
Computer Supplies	2,192	2,818	2,391	4,567	2,600	-	3,000
Computer Inventory	5,421	3,762	1,466	2,696	2,500	-	3,000
Assets between 700 and 4999	-	4,142	-	10,804	5,900	-*	4,000
Inventorial Supplies Equip<700	5,985	1,412	784	2,164	1,000	-	1,000
Volunteer Prgm Supplies & Mat	423	508	489	663	500	-	576
Operating Supplies	1,620	613	1,192	1,567	2,000	-	2,000
Books	44,307	40,265	46,719	42,533	44,000	-	39,000
Audio/Visual	8,362	7,679	13,627	8,174	9,000	-	9,000
Newspapers	1,671	2,515	2,399	2,525	1,400	-	1,500
Periodicals	6,838	6,836	6,206	6,275	7,000	-	7,000
Maintenance Tools/Supplies	3,473	2,879	2,933	3,241	2,500	-	2,500
Other Supplies/Materials	-	-	-	-	-	-	-
Equipment/Parts	-	-	-	-	-	-	-
Volunteer Coordinator Materials	-	-	-	-	-	-	-
Total supplies and materials	90,499	81,891	86,493	95,839	87,700	-	82,476
Services and Charges							
Professional Services	-	394	395	7,085	500	-	500
Accounting Services	722	880	880	1,100	900	-	1,200
Legal	-	-	-	-	-	-	-
Laundry	557	610	657	709	650	-	750
Janitorial Services	20,400	20,400	20,400	20,400	20,400	-	20,400
Other Contracted Services	12,751	12,229	17,690	13,448	6,000	-	6,000
Telephone	6,042	5,297	5,293	5,280	6,000	-	6,000
Postage/Freight	86	3,988	3,055	2,967	3,000	-	3,000
Seminar/Meetings/School	-	350	846	523	500	-	-
Staff Training	-	376	235	-	500	-	-
Community Ed/Promotion	289	251	379	295	300	-	-
Professional Service-Collections	2,029	2,032	1,862	1,638	2,000	-	2,000
Auto Mileage/travel	-	-	-	60	-	-	-
Publishing and Advertising	264	557	1,526	1,213	300	-	600
General Insurance	7,184	5,151	8,056	8,508	9,000	-	9,000
Electricity	30,020	30,228	31,817	33,701	30,000	-	30,000
Garbage Removal	3,230	3,576	4,011	4,153	3,600	-	4,000
Heat-Natural Gas	3,594	4,175	3,779	2,939	4,000	-	4,700
Maintenance Contracts	7,754	8,972	9,215	9,843	8,000	-	9,500
Building Maintenance/Repairs	14,106	26,860	45,633	16,234	15,000	-	15,000

Grounds Maintenance	462	11,430	2,134	1,312	1,000	-	1,000
Computer Maintenance/Repairs	9,096	8,575	8,540	8,174	9,000	-	9,000
On-line Services	1,791	2,774	2,957	2,564	3,000	-	3,500
General Equip Maint/Repair	11,568	9,643	12,168	4,952	9,000	-	8,000
Equipment Leases	1,092	804	804	1,869	1,440	-	1,500
Miscellaneous	-	-	-	-	-	-	-
Dues & Subscriptions	110	130	88	30	300	-	-
Interlibrary Loan Charges	-	78	185	28	100	-	100
Endowment Fund Expenditures	-	155,690	-	-	-	-	-
Fund Balance Payback	-	-	-	-	6,447	-	-
Total Other Services	<u>133,146</u>	<u>315,449</u>	<u>182,605</u>	<u>149,025</u>	<u>140,937</u>	-	<u>135,750</u>
Capital Outlay							
Equipment/Mach/Furn/Fixture	55,944	11,729	-	-	-	-	-
Building/Bldg Improvements	-	-	-	20,041	-	-	-
Total Capital Outlay	<u>55,944</u>	<u>11,729</u>	<u>-</u>	<u>20,041</u>	<u>-</u>	<u>-</u>	<u>-</u>
GRAND TOTAL	<u>830,202</u>	<u>989,101</u>	<u>861,255</u>	<u>933,715</u>	<u>916,069</u>	<u>-</u>	<u>908,869</u>
REVENUE/(EXPENDITURES)	<u>\$ (529)</u>	<u>\$ 23,559</u>	<u>\$ 31,250</u>	<u>\$ 4,258</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Board member

introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2019-11
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:

\$2,720.00 from Grand Rapids Area Library Foundation for Saturday Story Time Jan-May
\$357.66 from Grand Rapids Area Library Foundation for Rapids Reads
\$1,000.00 from Wabana Township for Library services
\$180.00 from Friends of the Grand Rapids Area Library for recycling (Q2)
\$250.00 from Arrowhead Library System – ‘Mini Grant’

Adopted this 14th day of August, 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.

Library Board Meeting Agenda

Grand Rapids Area Library

August 14, 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 July minutes

Communications

Letter from Jim Weikum to Itasca County Board of Commissioners

Apportionment letter from Itasca County to Arrowhead Library System

MDE letter accepting 2018 annual report

Letter to Commissioner DeNucci from Barb Sanderson

Letter to Commissioner Tinquist from Roberta Palen

Thank you to REF desk staff

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

Advocacy updates from Board members

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 2019-10 Accepting Donations

\$2,720.00 from Grand Rapids Area Library Foundation for Saturday Story Time Jan-May

\$357.66 from Grand Rapids Area Library Foundation for Rapids Reads

\$1,000.00 from Wabana Township for Library services

\$180.00 from Friends of the Grand Rapids Area Library for recycling (Q2)

\$250.00 from Arrowhead Library System – 'Mini Grant'

Regular Agenda

1. Provide input to Get Fit Itasca regarding interpretive signs

2. Discuss Board recruitment / strategic planning

3. Discuss 2020 budget

Adjourn

Grand Rapids Area Library Board Regular Board Meeting

July 10, 2019 Meeting

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

Roll Call:

Members Present: Sue Zeige, Lisa Tabbert, Randy McCarty, Jean MacDonell, Deb Kee, and Cyndy Martin.

Members Absent: Max Peters and Richard Thouin

Staff Present: Will Richter

Public Comment:

A. Approval of Agenda: A motion was made to approve the agenda by Jean MacDonell and was seconded by Lisa Tabbert, the motion was passed unanimously.

B. Minutes: A motion was made to approve June minutes by Deb Kee and was seconded by Cyndy Martin, the motion was passed unanimously.

C. Communications

D. Financial Report

a. A motion was made to approve the financial reports and payment of bills as listed by Deb Kee a second was made by Sue Zeige. On a roll call vote the motion was passed unanimously.

b. The financial reports are attached on pages 2 and 3.

DATE: 07/03/2019
TIME: 10:55:52
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/10/2019

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0113100	AMAZON.COM	197.59
0113233	AMERIPRIDE SERVICES INC	85.74
0118660	ARROWHEAD LIBRARY SYSTEM	150.92
0201428	BAKER & TAYLOR LLC	494.00
0212124	BLACKSTONE PUBLISHING	35.82
0221730	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0315455	COLE HARDWARE INC	1.70
0405500	DEMCO INC	70.21
0701650	GARTNER REFRIGERATION CO	247.80
0914800	INVEST EARLY PROJECT	4,800.00
1309525	MINITEX	1,685.00
1405725	NETWORK SERVICES COMPANY	117.80
1415377	NORTHERN BUSINESS PRODUCTS INC	338.23
1605665	PERSONNEL DYNAMICS LLC	400.38
1805150	RECORDED BOOKS INC	560.25
1821700	MICHAEL RUSSELL	1,987.70
1903341	SCHWARTZ REDI-MIX INC	375.00
2018680	TRU NORTH ELECTRIC LLC	80.00
2114356	UNIQUE MANAGEMENT SERVICES	134.25
2315630	WOODS READER	24.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 13,486.56

CHECKS ISSUED-PRIOR APPROVAL

PRIOR APPROVAL

0100053	AT&T MOBILITY	395.38
0605191	FIDELITY SECURITY LIFE INS CO	6.50
0718015	GRAND RAPIDS CITY PAYROLL	39,609.25
0815553	NICOLE WICKMAN HOOPS	75.00
1301146	MARCO TECHNOLOGIES, LLC	120.40
1301300	DIANA RAE MAGNER	125.00
1309199	MINNESOTA ENERGY RESOURCES	220.98
1309335	MINNESOTA REVENUE	54.80
1321650	DEIRDRE HOWARD MURNANE	75.00
1405850	NEXTERA COMMUNICATIONS LLC	86.50
1415032	JODI R NORLUND	75.00
1516220	OPERATING ENGINEERS LOCAL #49	14,020.00
1621130	P.U.C.	2,951.60
1913347	KATIE ELIZABETH SMITH	125.00
2114750	UNUM LIFE INSURANCE CO OF AMER	20.50
2209665	VISA	72.00
2301700	WASTE MANAGEMENT OF MN INC	289.50
2301728	AMANDA JEAN WATKINS	250.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 58,572.60

TOTAL ALL DEPARTMENTS 72,059.16

DATE: 07/03/2019
 TIME: 10:59:01
 CD: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/10/2019
 INVOICES IN BATCH LB0710

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	17,739.84	395.38
0213100	AMAZON.COM	2,077.65	197.55
0113233	AMERIPRIDE SERVICES INC	3,269.61	85.74
0118660	ARROWHEAD LIBRARY SYSTEM	1,180.62	150.92
0201428	BAKER & TAYLOR LLC	8,840.45	494.04
0212124	BLACKSTONE PUBLISHING	881.95	35.82
0221700	BUSY BEES QUALITY CLNG SVC INC	19,368.00	1,700.00
0315435	COLE HARDWARE INC	4,370.21	1.70
0405500	DEMCO INC	13,329.78	70.23
0605191	FIDELITY SECURITY LIFE INS CO	531.39	6.57
0701650	GARTNER REFRIGERATION CO	15,848.47	247.86
0718015	GRAND RAPIDS CITY PAYROLL	3,381,183.15	39,609.25
0815553	NICOLE WICKMAN HOCPS	75.00	75.00
0914800	INVEST EARLY PROJECT	3,360.00	4,800.00
1301146	MARCO TECHNOLOGIES, LLC	6,796.75	120.43
1301303	DIANA RAY MAGNER	125.00	125.00
1309199	MINNESOTA ENERGY RESOURCES	26,597.74	220.98
1309335	MINNESOTA REVENUE	24,495.68	54.81
1309525	MINITRX	0.00	1,685.00
1321650	DEIRDRE HOWARD MURNANE	75.00	75.00
1405725	NETWORK SERVICES COMPANY	7,995.04	117.83
1405850	NEXTERA COMMUNICATIONS LLC	2,706.66	86.52
1415032	JODI R KORLUND	75.00	75.00
1415377	NORTHERN BUSINESS PRODUCTS INC	6,139.44	338.23
1516220	OPERATING ENGINEERS LOCAL #49	628,614.00	14,020.00
1605665	PERSONNEL DYNAMICS LLC	12,851.29	400.38
1621130	P.U.C.	236,765.78	2,951.61
1805150	RECORDED BOOKS INC	3,299.20	560.25
1821700	MICHAEL RUSSELL	405.00	1,987.76
1903341	SCHWARTZ HEDI-MIX INC	0.00	375.00
1913347	KATIE ELIZABETH SMITH	125.00	125.00
2018680	TRU NORTH ELECTRIC LLC	11,156.57	80.00
2114356	UNIQUE MANAGEMENT SERVICES	796.55	134.25
2114750	UNUM LIFE INSURANCE CO OF AMER	1,536.68	20.50
2209665	VISA	34,832.93	72.00
2301700	WASTE MANAGEMENT OF MN INC	18,617.12	289.56
2301728	AMANDA JEAN WATKINS	250.00	250.00
2315630	WOODS READER	0.00	24.00

TOTAL ALL VENDORS:

72,059.17

E. Staff Reports:

- a. Summary of Library Director's report to the board.
- b. Will pointed out Tracy's report, which showed over 1000 enrolled in summer reading program.
- c. Statistic comments—lag in winter, but above checkouts and circulation compared to last year. eBooks aren't recognized in monthly circulation, is shown in yearly report to the state.
- d. Meetings with local clubs have been very beneficial and appreciated. There continues to be more invitations to local meetings.
- e. Library management—city is doing new comp plan. Working on being accurately represented in cities comp plan.

Facilities—reading bar was carpeted, working on heating issues (rebuild and new unit prices are virtually the same), new carpet in entryway.

- f. Playground update—public works doesn't have man power to do anything this fall. People feel it should be on East end near parking lot. Should look like it was intentionally meant to be there, and not an add-on.
- g. Dennis Jerome raised the question on how to let the public know about the Library Board. The report to the community now lists board information.

F. Old Business:**G. New Business:**

Consent Agenda: Any item on the consent agenda will be pulled from the consent agenda and moved to the regular agenda on request of any board member or public. A motion was made to approve the consent agenda as submitted by Jean MacDonnell, a second was made by Deb Kee. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills
2. Approve contracts and payment to presenters
 - a. Heidi Amouta--\$75.00 for Yoga on the Lawn, 8/3/2019
 - b. Laurie Antonson--\$75.00 for Yoga on the Lawn, 8/17/2019
3. Approve Resolution 2019-10 Accepting Donations
 - a. \$9,768.46 from Grand Rapids Area Library Foundation, Teen Space Project

Regular Agenda:

1. Set annual non-resident library card fee per section 10.1 (Borrower Criteria) of the General Policies as adopted by the Library Board
 - a. The board policies defined three conditions, 1. Resident of Arrowhead area 2. MN resident with another library's card 3. Individuals who pay non-resident fee set by library board

- b. Very few out of state per year, need to have basis covered because of hot topic issue at libraries. Library board must set annual fee. A Grand Rapids resident pays roughly \$59 in taxes to the library.
 - c. They won't be issued a new library card; they will be using their home state library card that they will load in our library.
 - d. Randy McCarty made a motion to set out-of-state borrower library card fees at \$50 and was seconded by Dennis Jerome. On a roll call vote the motion was passed unanimously.
 - e. As adopted by the board, the out-of-state borrower library fee is going to be set at \$50.
2. Discuss 2020 Library Budget
- a. Will has not received materials yet, may receive by the end of the week. It is most likely going to look like last years. There may not be much adjustment, however on revenue side in regard to passports may have to balance out.
 - b. August 29th, 2019 is the date for the budget to be set.
3. Discuss ALS/GRAL request to Itasca County
- a. Will expected to have ALS/GRAL request by now. Once it is finished, the request will be brought to the county as well as the maps created.

Adjourn: The monthly board meeting was adjourned at 5:36 by Dennis Jerome.



Arrowhead Library System

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

July 16, 2019

Itasca County Board of Commissioners
c/o Mr. Brett Skyles, County Administrator
123 Northeast 4th Street
Grand Rapids MN 55744-2681

Dear Mr. Skyles:

The Arrowhead Library System (ALS) and the Grand Rapids Area Library have had a successful partnership in providing library services to Itasca County residents since 1987. Funding from Itasca County has been a critical component of delivering services, although having that funding frozen for close to ten years has placed a strain on the abilities of both organizations to respond adequately to service needs. As the County prepares its 2020 budget, our agencies are submitting the following 2020 funding request based on current levels of usage and the increasing demands for service from library users.

This year, Itasca County is again providing \$342,709 for library services, which amounts to \$7.56 per county resident. In 2018, the portion going to the Grand Rapids Area Library was \$131,961. As the Board is aware, the current level of support is the minimum amount required to under Minnesota Statute and is nearly \$53,000 *less* than was provided in 2010. For 2020, we are respectfully requesting a funding total of \$412,709 – an increase of less than \$2 per capita. Based on recent trends in how the funds are divided between ALS and the Library, we estimate that roughly \$27,500 of that increase would go to the Library in 2020.

The ALS-Library distribution formula is based on the Library providing service to several towns and townships immediately surrounding Grand Rapids, usage data indicates that the Library is used by residents from every corner of the county. The Grand Rapids Area Library is one of the busiest libraries in northern Minnesota. In turn, funds received by ALS are also used to benefit library users throughout the entire county, as well as all six public libraries located in Itasca County. This partnership ensures that quality library services are available throughout the county for all residents.

While Itasca County financial support has now remained unchanged since 2012, the cost of providing services have steadily increased. The current level of support does not cover the cost of providing direct services to Itasca County residents. ALS currently provide direct services to communities across Itasca County using the Bookmobile. Current stops include Spring Lake, Bowstring, Talmoon, Effie, Bigfork, Balsam, Deer River, Taconite, Goodland, Pengilly, Nashwauk, Cloverdale, and Togo. County residents also use the Mail-A-Book service that provide library materials delivered via the US Postal Service. Many library users rely heavily on the ALS-provided downloadable e-book and audiobook service to expand their reading options while avoiding lengthy trips to a local library. The demand for this “digital” content continues to grow at about 20% each year, which is simply not sustainable without increased funding.

Included with this letter is some additional documentation relating to the level and extent of usage of the Grand Rapids Area Library by county residents. Staff from ALS and the Grand Rapids Area Library would welcome an opportunity to discuss this request with the County Board or its representatives. While the 2020 request represents a large increase, compared with the 2010 level of support it is far less dramatic. It would seem prudent to also discuss a process for determining future funding adjustments to avoid larger, one-time increases. We look forward to that conversation.

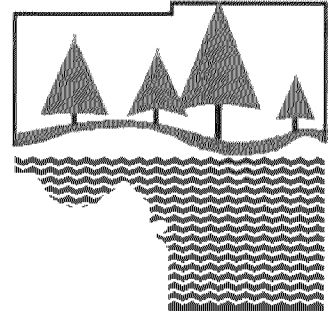
Sincerely,

Jim Weikum
Executive Director

pc: Will Richter, Director, Grand Rapids Area Library
Shari Fisher, Assistant Director, ALS

Enclosures

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



July 25, 2019

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

Dear Mr. Weikum:

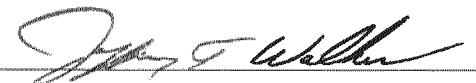
The apportionment for June 2019 includes the following totals:

Arbo Township	\$ 4,051.83
Blackberry Township	4,729.28
Feeley Township	2,613.44
Harris Township	13,698.92
Sago Township	1,392.91
Spang Township	941.11
Wabana Township	4,532.59
City of Bass Brook/Cohasset	42,706.77
City of LaPrairie	2,192.05
City of Warba	<u>472.16</u>
TOTAL	\$77,331.06

cc: Marcia Anderson
Grand Rapids Library
140 Northeast 2nd Street
Grand Rapids MN 55744

cc: Shirley Miller
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids MN 55744

Sincerely,
JEFF WALKER, Auditor/Treasurer

By: 



July, 2019

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

Dear Board President:

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Department of Education no later than April 1 each year. State Library Services appreciates your timely submission and accepts the library's report for 2018.

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

Public libraries remain popular community assets throughout the state. In 2018, there were more than 3.8 million registered public library customers—seven out of ten Minnesotans. Minnesota libraries owned almost 23 million items for loan to customers. Customers borrowed or downloaded those items 52 million times. Customers went online during 11.3 million library computer and wireless sessions. Libraries sponsored 72,239 programs that attracted more than 1.6 million diverse individuals of all ages. Public library use was greater in 2018 than any prior year.

Report data for all Minnesota public libraries is accessible from the State Library Services Statistics page (<https://education.mn.gov/MDE/dse/Lib/sls/stat/>) on the Minnesota Department of Education website. 2018 annual reports will be added in July.

Thank you for your library's contribution.

Sincerely,

Joe Manion

Joseph Manion
Library Development and Services Specialist
651-582-8640 | joe.manion@state.mn.us

Minnesota Department of Education
1500 Highway 36 West, Roseville, MN 55113
education.mn.gov

Barb Sanderson

*Letter to
Commissioners
July 30th*

Commissioner Ben DeNucci
County Courthouse

July 30, 2019 Itasca

Dear Commissioner DeNucci,

First of all, I want to thank you most sincerely for the financial and personal support the Itasca County Board made to the construction of the new public library in 2000. As co-chair of the building committee and the grant writer for the project, I met with commissioners at that time to request county support. Commissioners did not immediately know where they could find funds but after some research came up with a generous grant to help us complete the project. The library we enjoy today would not be the community information center it is without county support almost two decades ago.

Since that time, the residents of every region of Itasca County have made this beautiful library the success it is. The library serves information and technology needs as well as being an important site for community engagement and services to children and families of all economic backgrounds. It is also a showcase that has brought considerable pride and economic promotion to Itasca County from all across the state.

As you know the library is requesting an increase in funding from the county for services provided to our 20,000 county residents who are library cardholders, most of whom live outside the city of Grand Rapids. I encourage you to support that increase. As a county taxpayer, I believe that our county can do much better than provide a minimum contribution to maintain library services and that increases in funding need to be part of the county budget process each year.

Thank you again for past and future support for our library.

Cordially,

Barb Sanderson

Barb Sanderson

PO Box 185
Deer River, MN. 56636
5 August 2019

Commissioner Davin Tinquist
Itasca County Courthouse
123 NE 4th St.
Grand Rapids, MN 55744

Dear Mr. Tinquist:

On Sunday, July 28, Mr. Will Richter's library column asked users of the library to write to the County Board of Commissioners concerning an increase in the county's contribution to the Grand Rapids Area Library. As a relative newcomer to this area, I was appalled that the amount of the contribution has not increased in over 8 years.

I am a retired librarian, having worked primarily in large academic and large public libraries. This letter addresses the modern concept of the public library as a "service agency". We no longer staff the library with a scowling librarian at the reference desk who tells users not to talk in the library. Especially with the advent of the Internet, any library can provide services to users that we only dreamed of in the past.

For example, people are often in quest of forms – current and prior year tax forms, applications for jobs, applications for scholarships, applications for social service assistance. The list goes on. People also need to know names and addresses and phone numbers of government agencies. Many of these individuals are not proficient users of the Internet; librarians do instruction in computer use to help users find the information they need.

We also find information not often asked for – the text of laws and regulations (both state and national) are readily available on the Internet. There are websites that show which libraries in the state own a copy of a book not available locally. Librarians can help users request that the book be sent directly to the Grand Rapids library.

And children? I'm often in the GRAL. On the days when there is a Story Hour, young children come in to the library, literally running from their mothers to reach the children's section. They sing a short song, listen to a story, and then on some occasions run to a meeting room where there is an activity to participate in. GRAL offers excellent story hours to excited children! Hopefully they will grow up, remain in the Rapids area---and, fondly remembering Story Hour---will become excited taxpayers willing to pay increased taxes to support their library.

From time to time I use other libraries in the Arrowhead Library System. I can honestly say that the best book selection is done at GRAL. The librarians here choose a wider variety of non-fiction than in other libraries. In addition to history and current events, there seem to be more

books on self-help, solving family problems, inter-generational conflict, etc. There is something for everyone here!

In closing, I would urge the County Commissioners to increase their support of GRAL. We need to continue to support this important library which provides services not only to Rapids residents, but also to many of us in nearby communities. Our library staff (librarians, clerks, and volunteers) are friendly and welcoming. They work hard to provide many services to us. We need to make certain that they have the proper tools (books, magazines/newspapers, and the Internet) to answer all of our questions. And, of course, we need to have sufficient funds to pay good salaries to help us keep our well-trained staff.

Sincerely,

(Ms.) Roberta R. Palen

I recently found myself without a job. While I was in library, you guys showed knowledge and kindness to me and my computer ignorance. Amy, the thinks you helped me with 2 weeks ago, led directly to my being hired. Thanks to all of you: John, Will and Amy.

Bill Whittaker

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 SEVEN MONTHS ENDING JULY 31, 2019
With Comparative Totals for July 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	-	206	133,282	0%
Charges for Services	32,143	28,696	45,600	63%
Fines & Forfeits	6,851	6,790	12,000	57%
Blandin Grant	-	-	-	0%
GR Library Foundation	5,100	12,846	8,000	161%
Miscellaneous	36,917	24,125	14,500	166%
Other Sources-Insurance Recovery	-	-	-	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	482,326	468,608	916,069	51%
Expenditures:				
Personnel	366,291	365,384	687,432	53%
Supplies/Materials	49,803	56,068	87,700	64%
Other Services/Charges	81,908	79,410	140,937	56%
GRACF Library Foundation	-	-	-	0%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	498,002	500,861	916,069	55%
OPERATING SURPLUS (DEFICIT)	(15,677)	(32,252)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	4,408	8,521	-	0%
Fund Balance 7/31/XX				
Cash Flow	409,535	389,491	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 7/31/XX	\$ 494,826	\$ 478,395	\$ 519,168	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$32,280 as of 12/31/18. 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 JULY 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	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,282	5,282	100%
211-00-34-00-7970	PHOTO COPIES	2,200	2,028	92%
211-00-34-00-7975	INTERNET	3,500	1,712	49%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	600	260	43%
211-00-34-00-7982	PASSPORT PROCESSING FEE	38,500	18,305	48%
211-00-34-00-7990	FAX MACHINE USE	800	1,109	139%
211-00-35-00-1030	LIBRARY FINES	12,000	6,790	57%
211-00-37-00-2310	DONATIONS	1,500	16,453	1097%
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 FOUNDATION	8,000	12,846	161%
211-00-37-00-2375	MEETING ROOM RECEIPTS	4,500	2,555	57%
211-00-37-00-2450	MISCELLANEOUS	2,000	1,733	87%
211-00-37-00-5100	INVESTMENT INCOME	3,000	1,746	58%
		916,069	468,608	51%
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	234,789	53%
211-00-75-10-1030	SALARY-PARTTIME	22,803	12,125	53%
211-00-75-10-1050	CONTRACTED SERVICES	7,000	5,656	81%
211-00-75-10-1210	PERA	34,865	17,661	51%
211-00-75-10-1220	FICA	28,821	14,535	50%
211-00-75-10-1250	MEDICARE	6,740	3,400	50%
211-00-75-10-1310	HEALTH INSURANCE	142,668	75,708	53%
211-00-75-10-1330	LIFE INSURANCE	221	142	64%
211-00-75-10-1510	WORKERS COMPENSATION	2,255	1,367	61%
211-00-75-20-2010	OFFICE SUPPLIES	7,000	4,230	60%
211-00-75-20-2020	COPY SUPPLIES	1,400	637	45%
211-00-75-20-2030	PRINTING/BINDING	900	811	90%
211-00-75-20-2060	COMPUTER SUPPLIES	2,600	2,727	105%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	3,502	140%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	5,900	10,850	184%
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	22,987	52%
211-00-75-20-2120	AUDIO/VISUAL	9,000	5,812	65%
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	1,602	64%
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	611	94%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	11,900	58%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	6,000	17,085	285%
211-00-75-30-3210	TELEPHONE	6,000	3,105	52%
211-00-75-30-3220	POSTAGE/FREIGHT	3,000	1,949	65%

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

Account Number	Account Description	2019 Budget	Year to Date	Percent of Budget
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	5,082	56%
211-00-75-30-3810	ELECTRICITY	30,000	16,310	54%
211-00-75-30-3840	GARBAGE REMOVAL	3,600	2,615	73%
211-00-75-30-3860	HEAT-NATURAL GAS	4,000	2,191	55%
211-00-75-30-4000	MAINTENANCE CONTRACTS	8,000	4,765	60%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	4,732	32%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	328	33%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	854	9%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,862	62%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	9,000	1,771	20%
211-00-75-30-4100	EQUIPMENT LEASES	1,440	843	59%
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	509,381	56%
	SURPLUS REVENUES/(EXPENDITURES)	-	(40,773)	

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2019

PAGE: 1
 P-YR: 19

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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-DELINQUEN	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	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	206.09	0.00	127,793.91	0
TOTAL INTERGOVERNMENTAL		0.00	128,000.00	206.09	0.00	127,793.91	0
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	281.73	2,200.00	2,028.44	0.00	171.56	92
211-00-34-00-7975	INTERNET	283.67	3,500.00	1,712.33	0.00	1,787.67	49
211-00-34-00-7980	LIBRARY FEES-PROCTORING	80.00	600.00	260.00	0.00	340.00	43
211-00-34-00-7982	PASSPORT PROCESSING FEE	3,535.00	38,500.00	18,305.00	0.00	20,195.00	48
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	302.93	800.00	1,108.58	0.00	(308.58)	139
TOTAL		4,483.33	50,882.00	28,696.35	0.00	22,185.65	56
TOTAL CHARGES FOR SERVICES		4,483.33	50,882.00	28,696.35	0.00	22,185.65	56

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2019

PAGE: 2
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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	910.60	12,000.00	6,789.74	0.00	5,210.26	57
TOTAL		910.60	12,000.00	6,789.74	0.00	5,210.26	57
TOTAL FINES & FORFEITS		910.60	12,000.00	6,789.74	0.00	5,210.26	57
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	1,180.00	1,500.00	16,452.54	0.00	(14,952.54)	1097
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	3,077.66	8,000.00	12,846.12	0.00	(4,846.12)	161
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	377.50	4,500.00	2,554.60	0.00	1,945.40	57
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	232.33	2,000.00	1,733.11	0.00	266.89	87
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	1,516.79	3,000.00	1,746.16	0.00	1,253.84	58
TOTAL		6,384.28	22,500.00	36,970.78	0.00	(14,470.78)	164
TOTAL MISCELLANEOUS REVENUE		6,384.28	22,500.00	36,970.78	0.00	(14,470.78)	164
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
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2019

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:		11,778.21	916,069.00	468,608.46	0.00	447,460.54	51
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	33,347.55	442,059.00	234,788.93	613.55	206,656.52	53
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	1,754.40	22,803.00	12,125.36	0.00	10,677.64	53
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	254.54	7,000.00	5,655.54	0.00	1,344.46	81
211-00-75-10-1210	PERA	2,586.63	34,865.00	17,661.18	0.00	17,203.82	51
211-00-75-10-1220	FICA	2,125.52	28,821.00	14,535.49	0.00	14,285.51	50
211-00-75-10-1250	MEDICARE	497.12	6,740.00	3,399.51	0.00	3,340.49	50
211-00-75-10-1310	HEALTH INSURANCE	14,020.00	142,668.00	75,708.00	0.00	66,960.00	53
211-00-75-10-1330	LIFE INSURANCE	23.50	221.00	142.40	0.00	78.60	64
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	0.45	0.00	(0.45)	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	54.68	2,255.00	1,366.76	0.00	888.24	61
TOTAL PERSONNEL		54,664.43	687,432.00	365,383.62	613.55	321,434.83	53
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	235.04	7,000.00	4,229.75	0.00	2,770.25	60
211-00-75-20-2020	COPY SUPPLIES	247.58	1,400.00	636.56	0.00	763.44	45
211-00-75-20-2030	PRINTING/BINDING	0.00	900.00	811.41	0.00	88.59	90
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	708.79	2,600.00	2,726.63	0.00	(126.63)	105
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	0.00	5,900.00	10,850.16	0.00	(4,950.16)	184
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	825.93	0.00	174.07	83

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 FOR 7 PERIODS ENDING JULY 31, 2019

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY 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	500.00	131.94	0.00	368.06	26
211-00-75-20-2100	OPERATING SUPPLIES	289.78	2,000.00	819.63	280.80	899.57	55
211-00-75-20-2110	BOOKS	3,124.66	44,000.00	22,986.55	951.62	20,061.83	54
211-00-75-20-2120	AUDIO/VISUAL	284.59	9,000.00	5,812.27	0.00	3,187.73	65
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	460.65	2,500.00	1,601.79	291.52	606.69	76
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		5,351.09	87,700.00	56,067.66	1,523.94	30,108.40	66
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	1,131.25	900.00	1,131.25	1,131.25	(1,362.50)	251
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	85.74	650.00	610.88	28.58	10.54	98
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	11,900.00	0.00	8,500.00	58
211-00-75-30-3100	OTHER CONTRACTED SERVICES	900.00	6,000.00	17,085.00	250.00	(11,335.00)	289
211-00-75-30-3210	TELEPHONE	320.34	6,000.00	3,104.55	0.00	2,895.45	52
211-00-75-30-3220	POSTAGE/FREIGHT	369.30	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	143.20	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
211-00-75-30-3510	PUBLISHING & ADVERTISING	0.00	300.00	458.00	0.00	(158.00)	153
211-00-75-30-3610	GENERAL INSURANCE	726.00	9,000.00	5,082.00	0.00	3,918.00	56
211-00-75-30-3810	ELECTRICITY	0.00	30,000.00	16,309.51	0.00	13,690.49	54
211-00-75-30-3840	GARBAGE REMOVAL	180.00	3,600.00	2,1614.80	180.00	805.20	78
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,000.00	2,190.96	0.00	1,809.04	55
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	8,000.00	4,765.38	0.00	3,234.62	60
211-00-75-30-4010	BUILDING MAINT/REPAIRS	75.00	15,000.00	4,731.55	0.00	10,268.45	32
211-00-75-30-4015	GROUND MAINTENANCE	0.00	1,000.00	327.50	0.00	672.50	33

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ACCOUNT NUMBER	DESCRIPTION	JULY 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	854.17	0.00	8,145.83	9
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,000.00	1,861.87	0.00	1,138.13	62
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	247.86	9,000.00	1,771.44	0.00	7,228.56	20
211-00-75-30-4100	EQUIPMENT LEASES	120.43	1,440.00	843.01	0.00	596.99	59
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		5,999.12	140,937.00	79,409.51	1,589.83	59,937.66	57
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		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
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	BLNDIN GRNT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRNT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0

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ACCOUNT NUMBER	DESCRIPTION	JULY 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:		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
TOTAL FUND REVENUES		11,778.21	916,069.00	468,608.46	0.00	447,460.54	51
TOTAL FUND EXPENSES		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
FUND SURPLUS (DEFICIT)		(54,236.43)	0.00	(40,772.90)			
TOTAL ALL FUND REVENUES		11,778.21	916,069.00	468,608.46	0.00	447,460.54	51
TOTAL ALL FUND EXPENSES		66,014.64	916,069.00	509,381.36	3,727.32	402,960.32	56
ALL FUND SURPLUS (DEFICIT)		(54,236.43)	0.00	(40,772.90)			

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 DEPARTMENT SUMMARY REPORT

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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
1605665	PERSONNEL DYNAMICS LLC	646.49
1801610	RAPIDS PLUMBING & HEATING INC	23.85
1805150	RECORDED BOOKS INC	7.95
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
1309335	MINNESOTA REVENUE	74.29
1405850	NEXTERA COMMUNICATIONS LLC	74.50
1516220	OPERATING ENGINEERS LOCAL #49	11,216.00
1601750	PAUL BUNYAN COMMUNICATIONS	491.68
1621130	P.U.C.	3,001.13
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 TEH SUM OF: \$ 56,465.32

TOTAL ALL DEPARTMENTS

67,905.77

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0113100			AMAZON.COM					
445785468767-L	07/11/19	01	2 DVDS/AUTH#1053	211-00-75-20-2120	19002337		08/14/19	36.65
				AUDIO/VISUAL				
				INVOICE TOTAL:				36.65
669946379387-L	07/09/19	01	1 BOOK/AUTH#1028	211-00-75-20-2110	19002337		08/14/19	12.59
				BOOKS				
				INVOICE TOTAL:				12.59
679598795794-L	07/03/19	01	12 BOOKS/AUTH#1169	211-00-75-20-2110	19002337		08/14/19	124.80
				BOOKS				
				INVOICE TOTAL:				124.80
757959546897-L	06/29/19	01	1 BOOK/AUTH#1016	211-00-75-20-2110	19002317		08/14/19	10.81
				BOOKS				
				INVOICE TOTAL:				10.81
				VENDOR TOTAL:				184.85
0113233			AMERIPRIDE SERVICES INC					
3501394122-L	07/16/19	01	MAT CLASSIC CLTD/C#41-513	211-00-75-30-3070	19002192		08/14/19	28.58
				LAUNDRY				
				INVOICE TOTAL:				28.58
3501399608-L	07/30/19	01	MAT CLASSIC CLTD/C#41-513	211-00-75-30-3070	19002329		08/14/19	28.58
				LAUNDRY				
				INVOICE TOTAL:				28.58
				VENDOR TOTAL:				57.16
T000624			HEIDI BETH HENRIKSEN AMOUTA					
L	08/05/19	01	YOGA PROGRAM 8/3/19	999-99-00-00-1000			08/14/19	75.00
				HOLDING ACCOUNT				
				INVOICE TOTAL:				75.00
				VENDOR TOTAL:				75.00

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0114200			ANDERSON GLASS					
I048257-L	07/02/19	01	ADJUSTED CLOSERS, DOOR	211-00-75-30-4010	19002315		08/14/19	75.00
				BUILDING MAINT/REPAIRS				
								INVOICE TOTAL: 75.00
								VENDOR TOTAL: 75.00
0118660			ARROWHEAD LIBRARY SYSTEM					
14566-L	06/30/19	01	OVERDUE NOTICES - JUNE 2019	211-00-75-20-2010	19002313		08/14/19	29.25
				OFFICE SUPPLIES				
		02	LOST BOOK	211-00-75-30-4545	19002313			40.00
				INTERLIBRARY LOAN CHARGES				
								INVOICE TOTAL: 69.25
								VENDOR TOTAL: 69.25
0201428			BAKER & TAYLOR LLC					
2034636071-L	06/28/19	01	8 BOOKS/CUST#L411199	211-00-75-20-2110	19002063		08/14/19	103.38
				BOOKS				
								INVOICE TOTAL: 103.38
2034640898-L	06/28/19	01	13 BOOKS/CUST#L025981	211-00-75-20-2110	19002063		08/14/19	175.92
				BOOKS				
								INVOICE TOTAL: 175.92
2034642332-L	06/28/19	01	71 BOOKS/CUST#L025981	211-00-75-20-2110	19002063		08/14/19	672.32
				BOOKS				
								INVOICE TOTAL: 672.32
2034644457-L	07/05/19	01	3 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	23.34
				BOOKS				
								INVOICE TOTAL: 23.34
2034649096-L	07/05/19	01	39 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	536.54
				BOOKS				
								INVOICE TOTAL: 536.54

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0201428			BAKER & TAYLOR LLC					
2034649323-L	07/08/19	01	73 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	771.69
				BOOKS		INVOICE TOTAL:		771.69
2034663736-L	07/10/19	01	23 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	295.32
				BOOKS		INVOICE TOTAL:		295.32
2034667546-L	07/15/19	01	16 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	209.71
				BOOKS		INVOICE TOTAL:		209.71
2034670709-L	07/15/19	01	12 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	170.54
				BOOKS		INVOICE TOTAL:		170.54
2034677509-L	07/17/19	01	7 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	103.03
				BOOKS		INVOICE TOTAL:		103.03
2034687342-L	07/24/19	01	5 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	74.36
				BOOKS		INVOICE TOTAL:		74.36
2034688259-L	07/24/19	01	49 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	556.45
				BOOKS		INVOICE TOTAL:		556.45
2034693234-L	07/30/19	01	7 BOOKS/CUST#L411199	211-00-75-20-2110	19002446		08/14/19	85.27
				BOOKS		INVOICE TOTAL:		85.27
2034695776-L	07/29/19	01	11 BOOKS/CUST#L025981	211-00-75-20-2110	19002446		08/14/19	161.02
				BOOKS		INVOICE TOTAL:		161.02
						VENDOR TOTAL:		3,938.89

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0212124			BLACKSTONE PUBLISHING					
1129641-L	07/29/19	01 3	BOCD CUST ID 101678	211-00-75-20-2120	19002438		08/14/19	139.99
				AUDIO/VISUAL				139.99
						INVOICE TOTAL:		
1130155-L	07/31/19	01 2	BOCD CUST ID 101678	211-00-75-20-2120	19002438		08/14/19	100.00
				AUDIO/VISUAL				100.00
						INVOICE TOTAL:		100.00
						VENDOR TOTAL:		239.99
0221700			BUSY BEES QUALITY CLNG SVC INC					
6141-L	07/24/19	01	LIBR JUL CLEANING SERVICE	211-00-75-30-3090	19002267		08/14/19	1,700.00
				JANITORIAL SERVICES				1,700.00
						INVOICE TOTAL:		1,700.00
						VENDOR TOTAL:		1,700.00
0315455			COLE HARDWARE INC					
2306060-L	07/17/19	01	PLUNGER/C#GRPUBLIC	211-00-75-20-2150	19002200		08/14/19	23.97
				MAINTENANCE TOOLS/SUPPLIES				23.97
						INVOICE TOTAL:		
2307125-L	07/24/19	01	FLUOR BULBS 4W-6" #GRPUBLIC	211-00-75-20-2100	19002259		08/14/19	8.98
				OPERATING SUPPLIES				8.98
						INVOICE TOTAL:		8.98
						VENDOR TOTAL:		32.95
0605191			FIDELITY SECURITY LIFE INS CO					
L	07/29/19	01	LIBR AUG VISION INS PREM	999-99-00-00-1000			08/14/19	6.57
				HOLDING ACCOUNT				6.57
						INVOICE TOTAL:		6.57
						VENDOR TOTAL:		6.57
0718010			CITY OF GRAND RAPIDS					

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0718010	CITY OF GRAND RAPIDS							
19/263-L	07/11/19	01	2018 AUDIT FEE/GRPUBLIBR	211-00-75-30-3010	19002133		08/14/19	1,131.25
				ACCOUNTING SERVICES				
						INVOICE TOTAL:		1,131.25
						VENDOR TOTAL:		1,131.25
0718015	GRAND RAPIDS CITY PAYROLL							
L	07/19/19	01	LIBR 7/19/19 PAYROLL	999-99-00-00-1000			08/14/19	19,848.84
		02	LIBR 7/5/19 PAYROLL	999-99-00-00-1000				19,848.83
				HOLDING ACCOUNT				
						INVOICE TOTAL:		39,697.67
						VENDOR TOTAL:		39,697.67
T001191	JENNA JUSTINE JOY HASS							
L	07/22/19	01	YOGA PROGRAM 7/20/19	999-99-00-00-1000			08/14/19	75.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		75.00
						VENDOR TOTAL:		75.00
0914800	INVEST EARLY PROJECT							
2982-L	06/30/19	01	JUNE STORY TIME CUST 1-1020	211-00-75-30-3100	19002321		08/14/19	640.00
				OTHER CONTRACTED SERVICES				
						INVOICE TOTAL:		640.00
						VENDOR TOTAL:		640.00
1209516	LINCOLN NATIONAL LIFE							
L	08/05/19	01	AUG SUPP LIFE INS PREM	999-99-00-00-1000			08/14/19	39.00
		02	JUL SUPP LIFE INS PREM	999-99-00-00-1000				39.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		78.00
						VENDOR TOTAL:		78.00

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1301300	07/29/19	01	BEAUTIFUL BLOSSOMS PROG 7/26	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	125.00
							INVOICE TOTAL:	125.00
							VENDOR TOTAL:	125.00
1301146	07/22/19	01	LIBR JUL COPIER LEASE	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	120.43
		02	MAR-JUN LIB OVERAGE CLR/BW	999-99-00-00-1000 HOLDING ACCOUNT				157.62
							INVOICE TOTAL:	278.05
							VENDOR TOTAL:	278.05
0405223	07/01/19	01	LIBR 3RDQTR RECYCLING/C#11022	211-00-75-30-3840 GARBAGE REMOVAL	19002159		08/14/19	180.00
504393-L	07/15/19	01	LIBR JUN NTL GAS	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	139.23
1309199	07/20/19	01	LIBR JUN SALES TAX PAYABLE	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	74.29
							INVOICE TOTAL:	74.29
							VENDOR TOTAL:	74.29

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1309332			MN STATE RETIREMENT SYSTEM					
	07/07/19	01	W RICHTER EXCESS FTO	211-00-75-10-1010	19002212		08/14/19	613.55
				SALARY-FULL TIME				
						INVOICE TOTAL:		613.55
						VENDOR TOTAL:		613.55
1405725			NETWORK SERVICES COMPANY					
	07/01/19	01	FOAMING DISF AERO/C#7895-4	211-00-75-20-2150	19002078		08/14/19	38.33
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		38.33
599591-L			ACID FREE BATHCLNR					
	07/01/19	01	ACID FREE BATHCLNR	211-00-75-20-2150	19002078		08/14/19	25.15
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		25.15
		02	MILD FOAM SOAP/#7895-4	211-00-75-20-2150	19002078		08/14/19	24.21
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		49.36
601216-L			30X37 NAT 10MIC 20 GAL/#7895-4					
	07/16/19	01	30X37 NAT 10MIC 20 GAL/#7895-4	211-00-75-20-2150	19002232		08/14/19	20.47
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		20.47
603281-L			WHT 2PLY/C#7895-4					
	07/16/19	01	WHT 2PLY/C#7895-4	211-00-75-20-2150	19002232		08/14/19	58.08
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		58.08
603282-L			ODOR DEFENSE CLEAN AIR					
	07/22/19	01	ODOR DEFENSE CLEAN AIR	211-00-75-20-2150	19002275		08/14/19	67.42
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		67.42
605107-L			KLEENEX WHT 2PLY/C#7895-4					
	07/22/19	01	KLEENEX WHT 2PLY/C#7895-4	211-00-75-20-2150	19002275		08/14/19	42.42
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		42.42
605108-L			KITCHEN ROLL TOWEL/C#7895-4					
	07/30/19	01	KITCHEN ROLL TOWEL/C#7895-4	211-00-75-20-2150	19002394		08/14/19	33.62
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		33.62
						VENDOR TOTAL:		309.70

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1405850	07/15/19	01	LIB JUN LNG DST/JUL LINE CHG	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	74.50
							INVOICE TOTAL:	74.50
							VENDOR TOTAL:	74.50
1415377	07/09/19	01	ROLL THERMAL 3 1/8 X 230/#7789	211-00-75-20-2060 COMPUTER SUPPLIES	19002367		08/14/19	38.99
							INVOICE TOTAL:	38.99
419432-L	07/03/19	01	PAPER RL, THRM,WHT/#7789	211-00-75-20-2060 COMPUTER SUPPLIES	19002367		08/14/19	34.89
							INVOICE TOTAL:	34.89
422203-L	07/10/19	01	CLEANER, MRPHYOIL,WPE,12CT	211-00-75-20-2010 OFFICE SUPPLIES	19002367		08/14/19	120.99
		02	LABEL,MAIL,LSR,.5X1.75,WHT	211-00-75-20-2010 OFFICE SUPPLIES	19002367			71.98
							INVOICE TOTAL:	192.97
424267-1-L	07/18/19	01	MARKER, SHARPIE, FN,RET,BK	211-00-75-20-2010 OFFICE SUPPLIES	19002367		08/14/19	26.77
							INVOICE TOTAL:	26.77
424267-L	07/17/19	01	PAPER,8.5X11,FIREWX,GRD	211-00-75-20-2020 COPY SUPPLIES	19002367		08/14/19	6.99
		02	PAPER,MULT,8.5X11, 20#, BLU	211-00-75-20-2020 COPY SUPPLIES	19002367			6.99
		03	PAPER,COPY,8.5X11,WE 20#	211-00-75-20-2020 COPY SUPPLIES	19002367			37.99
		04	TONER,HP410A,LJ CART,CYN	211-00-75-20-2060 COMPUTER SUPPLIES	19002367			120.99
							INVOICE TOTAL:	172.96

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1415377			NORTHERN BUSINESS PRODUCTS INC					
426102-L	07/24/19	01	TAPE, COR, DRYLINE, GRP	211-00-75-20-2010	19002367		08/14/19	7.33
		02	PAPER, COPY, 8.5X11, WE 20#	OFFICE SUPPLIES				
		03	TONER, HP 410A LJ CART, BK	211-00-75-20-2020	19002367			37.99
		04	TONER, HP410A, LJ CART, CYN	COPY SUPPLIES				
		05	TONER, HP 410A, LJ, CART, MG	211-00-75-20-2060	19002367			91.99
				COMPUTER SUPPLIES				
				211-00-75-20-2060	19002367			120.99
				COMPUTER SUPPLIES				
				211-00-75-20-2060	19002367			120.99
				COMPUTER SUPPLIES				
				INVOICE TOTAL:				379.29
426458-L	07/25/19	01	TONER, HP 410A LJ CART, BK	211-00-75-20-2060	19002367		08/14/19	91.99
				COMPUTER SUPPLIES				
				INVOICE TOTAL:				91.99
428019-L	07/31/19	01	PAD, STAMP, #1, MICROPORE, RED	211-00-75-20-2010	19002367		08/14/19	7.97
				OFFICE SUPPLIES				
				INVOICE TOTAL:				7.97
				VENDOR TOTAL:				945.83
1516220			OPERATING ENGINEERS LOCAL #49					
L	07/08/19	01	LIBR AUG HLTH INS PREMIUM	999-99-00-00-1000			08/14/19	11,216.00
				HOLDING ACCOUNT				
				INVOICE TOTAL:				11,216.00
				VENDOR TOTAL:				11,216.00
1601750			PAUL BUNYAN COMMUNICATIONS					
L	08/05/19	01	LIBR AUG SERVICES	999-99-00-00-1000			08/14/19	245.84
		02	LIBR JUL SERVICES	HOLDING ACCOUNT				
				999-99-00-00-1000				245.84
				HOLDING ACCOUNT				
				INVOICE TOTAL:				491.68
				VENDOR TOTAL:				491.68

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1605665			PERSONNEL DYNAMICS LLC					
47722-L	06/29/19	01	R LOOMIS/4HRS@18.23 WK 6/29	211-00-75-10-1050 CONTRACTED SERVICES	19002336		08/14/19	72.92
						INVOICE TOTAL:		72.92
47765-L	07/06/19	01	RLOOMIS/6.5HRS@18.23 WK 7/6	211-00-75-10-1050 CONTRACTED SERVICES	19002336		08/14/19	118.50
		02	J BEHM/13 HRS@18.23 WK 6/29	211-00-75-10-1050 CONTRACTED SERVICES	19002336			236.99
						INVOICE TOTAL:		355.49
47805-L	07/13/19	01	H VANCE/4 HRS@13.50 WK 7/13	211-00-75-10-1050 CONTRACTED SERVICES	19002336		08/14/19	54.00
						INVOICE TOTAL:		54.00
47885-L	07/27/19	01	APETERSON/9HRS@18.23 WK 7/27	211-00-75-10-1050 CONTRACTED SERVICES	19002336		08/14/19	82.04
		02	APETERSON/9HRS@18.23 WK 6/22	211-00-75-10-1050 CONTRACTED SERVICES	19002336			82.04
						INVOICE TOTAL:		164.08
						VENDOR TOTAL:		646.49
1621130			P.U.C.					
L	07/15/19	01	LIB JUN ELEC/WTR & SWR	999-99-00-00-1000 HOLDING ACCOUNT			08/14/19	2,966.59
		02	LIB IRRIG JUN WTR	999-99-00-00-1000 HOLDING ACCOUNT				15.24
		03	LIB PUMPHOUSE JUN WTR/SWR	999-99-00-00-1000 HOLDING ACCOUNT				19.30
						INVOICE TOTAL:		3,001.13
						VENDOR TOTAL:		3,001.13
1801610			RAPIDS PLUMBING & HEATING INC					
15446-L	06/19/19	01	AERATORS FOR LIBR LAV FAUCETS	211-00-75-30-4010 BUILDING MAINT/REPAIRS	19002296		08/14/19	23.85
						INVOICE TOTAL:		23.85
						VENDOR TOTAL:		23.85

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INVOICES DUE ON/BEFORE 08/14/2019

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2018225	TREASURE BAY PRINTING							
270544-L	08/02/19	01	DRILL PAPER/GRPUBLIBR	211-00-75-20-2010	19002398		08/14/19	6.50
				OFFICE SUPPLIES				
								INVOICE TOTAL: 6.50
								VENDOR TOTAL: 6.50
2114356	UNIQUE MANAGEMENT SERVICES							
556619-L	07/31/19	01	JULY PLACEMENTS	211-00-75-30-3300	19002395		08/14/19	152.15
		02	CREDIT FOR ACCTS CLOSED	PROFESSIONAL SERV-COLLECTI				-8.95
				211-00-75-30-3300	19002395			
				PROFESSIONAL SERV-COLLECTI				
								INVOICE TOTAL: 143.20
								VENDOR TOTAL: 143.20
2209421	VIKING ELECTRIC SUPPLY INC							
S002770729.001-L	07/16/19	01	32W-48" T8 BIPIN/C#V27287	211-00-75-20-2100	19002201		08/14/19	280.80
				OPERATING SUPPLIES				
								INVOICE TOTAL: 280.80
								VENDOR TOTAL: 280.80
2209665	VISA							
L	07/15/19	01	LIBR USPS PRIORITY MAIL	999-99-00-00-1000			08/14/19	433.20
				HOLDING ACCOUNT				
								INVOICE TOTAL: 433.20
								VENDOR TOTAL: 433.20
2301728	AMANDA JEAN WATKINS							
L	07/15/19	01	HONORARIUM 7/11/19	999-99-00-00-1000			08/14/19	125.00
		02	HONORARIUM 7/17/19	HOLDING ACCOUNT				
				999-99-00-00-1000				
				HOLDING ACCOUNT				
								INVOICE TOTAL: 125.00
								VENDOR TOTAL: 125.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2301728	07/15/19	03	HONORARIUM 7/18/19	999-99-00-00-1000			08/14/19	125.00
				HOLDING ACCOUNT				
								INVOICE TOTAL: 375.00
								VENDOR TOTAL: 375.00
								TOTAL ALL INVOICES: 67,905.77

ALPHA PUBLIC LIBRARY BILL LIST - AUGUST 14, 2019

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CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

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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

GRAL Director's Report

AUGUST 2019

ADVOCACY

-Request to Itasca County submitted 7/16.

-Community challenges affecting GRAL's request; impact ISD 318 levy (realization); need for new jail (\$15 million / Law enforcement center \$65 million (anxiety); mediation between Itasca County and State of Minnesota regarding continuation of IM Care (uncertainty).

-Blackberry Township 7/15.

-I sent a letter to all townships visited to date about our Itasca County request.

-Library Foundation

Pledge of \$8,000 for 2020 Saturday Story Time.

-Arbo Township 8/5. Commissioner Snyder present.

UPCOMING

-Guest speaker at OWLS 8/28.

-Guest speaker at AAUW 9/16.

LIBRARY MANAGEMENT

-GRAL is the recipient of a \$250 Mini-Grant from Arrowhead Library System! We are going to put it toward the Reading Bar project. The Library Foundation will cover the remaining balance.

-The Tall Timber Days book sale was a hit. A big 'Thank you' to all who helped. The sale raised \$7,467.23 (net) to be split between the Friends and the Foundation. Special kudos to Kathy McCarty from the Foundation and Mary Jo Wimmer from the Friends to working together to make it a success. Judy Peterson coordinated the volunteers – a vital job. On the staff side, Nicole has worked behind the scenes to help everything run smoothly.

-2020 Budget

The 2020 budgeting process is under way. A summary of key budget elements:

Revenue: The City of Grand Rapids is not increasing its contribution from last year. Itasca County continues to fund at the state certified minimum. Based on YTD collections, I project a \$7,000 decline in passport processing fee revenue. The main reason for this downward revision is the new availability of REAL ID in Minnesota. I plan to retain the entire \$5,282 ALS Cross-overs payment.

Expenditure: Personnel costs show a modest increase this year due to staff turnover, but account for 75% of expenditures. The remaining 25% is allocated to two categories: Supplies / Materials and Services / Charges. Distribution among individual line items show small changes based on YTD spending and actual expenditure from the past three years. The cut in the Books line item offsets decreased revenue (projected). Cutting the book budget is regrettable. In 2019 GRAL will spend 4.4% of the overall budget on books – our membership agreement with ALS provides a guideline of 19%; public library best practices urge at least 10%. There is nothing remaining for Fund Balance Payback.

Future challenges: caulking/sealing (\$17,800) and exterior washing/sealing (\$30,000). UPM has notified PUC it will greatly reduce the volume of heated wastewater it discharges. This limits the ability of the Energy Center to heat the Library and our expenditure on Natural Gas will increase dramatically. Actual pre Energy Center spending on Natural Gas range from \$12,985 (2010) to \$23,005 (2008). See discussion of north wall issues below.

FACILITIES MAINTAINANCE / SPACE

-Thank you to Public Works for transporting 40+ tables from the IRA Civic Center to the Central Square Mall (and back) for the book sale.

-Public Works is on deck to hose down the front entry and remove the dead and dying evergreen shrubs from the east side of the building.

-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.

-The proposed emergency exit (20,000) in Children's was included in the City Capital Improvement Plan (CIP). Other needs caulking/sealing (17,800) and exterior washing/sealing (30,000) are listed as Library maintenance items.

-There is an increase this summer in criminal activity along the river front. KAXE was burglarized recently and Library staff have contacted GRPD on several occasions to report suspicious activity. We are monitoring the situation.

END OF REPORT

Assistant Director Report

August 2019

Teens

The teen photo contest finished in July. There were 3 participants. Sarah K. received 1st and 2nd places. She submitted the photos titled “Reflecting Change” and “Blue Bliss”. Kayla J. finished in 3rd place. Her photo was titled “MN 169”. The photos are displayed on the kiosk near the circulation desk.

Teen Summer Reading ran June and July. Teens could keep track of pages read and earn prizes at different levels. 500 pages earned a dip into the prize bag. 1000 pages earned a free book. 2000 pages earned a Target gift card. There were 18 that read to 500 pages. There were 15 that read to 1000 and 11 teens turned in for 2000 pages.

In July, I held a board games program titled “Games Galore”. I waited at a table in the teen area. No one showed for a little while and then 1 teen arrived! We played a few games of cribbage and Uno.

Operations

Nicole made a great display in the giant window that looks into the back staff area. She used the summer reading theme “It’s Showtime at Your Library” and made the window look like a movie theatre entrance. She made posters with all the teen summer events.

The display table near the entrance features our pedometers which we received from Get Fit Itasca as a result of a partnership with the organization. The pedometers check out for 1 month and have been quite popular.

For 4 Tuesdays in July, the Reif Center hosted the Indie Film Series. The library purchases the DVD from Recorded Books and each movie comes with 1 public showing license. Program Committee members (and me) preview the movies in the spring and decide which films would be good to show. The film series in the past has been 8-10 films throughout the summer, but this year it was only 4.

Needing Help@Your Library

Tracy Kampa, Children's Library

It's time to talk money. Library funding is complex, but please, stick with me, this is important. In a nutshell, your library is supported by both the City of Grand Rapids and Itasca County. (We were surprised to find out that many patrons thought the library also received ongoing support from the Blandin Foundation. It does not.) Both the city and the county have state mandated minimums that they are obligated to provide for library support. Without this support, the library would not exist. The City of Grand Rapids supports the library at a rate that is 79% greater than their minimum. (And they simply can't continue to increase their support.) Itasca County provides support at their legally obligated minimum and no more. This amount has not increased in over 8 years.

The Grand Rapids Area Library (GRAL), in partnership with the Arrowhead Library System, is asking for an increase in library support from the Itasca County Board of Commissioners. But, you ask, why should the county pay more than they have to? (Excellent question!)

First, and most obvious, there is no percentage increase built into the formula that the state uses to determine minimum funding levels. (If you are interested in reading the statutes pertaining to Minimum Levels of Maintenance, just stop in!) Simply put, everything we do, from purchasing books, to providing programs, to keeping the lights on and the rain out of the building, costs more than it did eight years ago.

But inflation is not the most compelling reason for Itasca County to consider increasing their library support. Indeed, most of our card holders from GRAL come from outside Grand Rapids. 39% of our circulation comes from city residents and 10% is Interlibrary Loan from throughout our region. The other 51% comes from residents of Itasca County who are relying heavily on the City of Grand Rapids to provide library services. There are about 20,000 library card holders in Itasca County, most from outside the Grand Rapids city limits. And, boy, do these patrons use our library! GRAL is the second busiest library in the Arrowhead Library System, second only to Duluth. Out of the over 250,000 items checked out in Itasca County last year, 75% were checked out of the Grand Rapids Area Library. You also may be surprised to know that we average, over the course of a year, over 50 visitors per hour at GRAL.

While all of those numbers are important, here is my bottom line: I do what I do, every day, for the young people of Itasca County. I help kids from Swan River, and Bigfork, and Ball Club. I talk to families who come to town once a week or once a month, ending their errands with a trip to the library to load up on the dozens of books they will go through until their next visit. When I look ahead, I am worried about not being here for these

kids. Cutting our services will be our next, necessary, step, if our funding picture does not improve. So, where do we cut?

Do we open later, and miss those patrons who just dropped their kids off at school and need to come and talk about their reluctant reader? Do we lock the doors to those patrons who are coming in to read the paper, or those who have scheduled a morning meeting at the library? Do we close earlier and miss the kids coming from sports practice or cut off those families who might work shift work? Do we close on Saturday? That would not only completely eliminate a very important Story Time, but it would mean many families could not use the library at all. These are agonizing decisions.

Can we cut expenses? Already we have eliminated a staff position, and have taken on passport services, which brings in some critically important funds. Already, we have staff coming in on their day off to cover a desk during lunch. Already, we have a roster of over 80 volunteers who contribute more than 3500 hours to the library each year. The reality is, though, that libraries are not now, nor ever were intended to be, money-making institutions. We question our expenses at every turn, but the fact that we need money to keep the library going is irrefutable.

We have so many patrons who rely on our services! Looking up, I count 19 patrons in the Children's Area alone. This is where they get their books, their movies, their passports, their copies made. Here is where they send their faxes, and hold their meetings. This is where they come to a program to learn, or to be entertained. This is where it is warm in the winter and cool in the summer. This is where you are welcome, whatever your reason for being here. This is where you can find the stories of our lives, the stories that you pass on to your children. This is your library.

So many of our patrons, especially the children, don't have a voice. Today, please, speak for them. I'm asking that you contact the Itasca County Board of Commissioners (if you need contact information, we have it for you at the library, or it is available online) and just let them know that you believe your library is worth it. That 8 years is too long to go without an increase in funding. Ask them to, please, see beyond the minimum and really look at what is happening in this building. I had over 1,000 kids sign up for summer reading this year! Think of what that looks like...a thousand children! Please, be a voice for them. Maybe we can change the conversation from what we have to do, to what we can do.

This Week at Your Library

Tuesday, August 13 at 6:00 join Rose Arrowsmith DeCoux for a storytelling adventure! Hear how Tatterhood battles a band of trolls, Manka solves impossible riddles, and Vasalisa dares to knock at the witch's door. Daring heroines reclaim fairytales as fierce, funny, and feminine. Program is intended for youth ages 7-12, but appropriate and enjoyable for teens, mixed age audiences and adults. Stories will likely be too long for kids younger than 6.

Saturday, August 17 at 9:00 it's time for Yoga on the Lawn with Laurie Antonson! Start the morning with yoga postures that help reduce stress, increase strength, flexibility, and balance. Bring a yoga mat or beach towel and a water bottle. For all ages!

Saturday, August 17 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.

Will Richter

From: Tracy Kampa
Sent: Tuesday, July 30, 2019 3:44 PM
To: Library
Subject: We Did It!

Total number of summer reading participants for 2019: **1,112!** (We blew past that magical 4 digit mark with room to spare!) All sorts of records were set this summer. (Including all-time highest Monday Book Time attendees with 87, yesterday,...which EXACTLY matched the number of participants in Lego club today...cue the Twilight Zone theme song.) I'm not going to think about trying to surpass that number next year, because I'm tired. But, for comparison purposes, the summer I came back to the library, about 10 or eleven years ago, we had around 325 kids in summer reading. The steady increase over the years has everything to do with each of you. **Thank you** for encouraging kids, welcoming, families, and making this a pretty darn nice place to be.

Tracy and Dion

Tracy Kampa
Children's Librarian
Grand Rapids Area Library
140 NE 2nd Street
Grand Rapids, MN 55744-2662
Office: 218-327-8822
Fax: 218-326-7644

Door count
12231
72714

	THIS MONTH	YTD	YTD 2018		YTD 2018	2018 YTD HOURS
CIRCULATION						
Check-outs	13,982	81,994	79,527			
Total Circulation	16,049	95,457	91,794			
Returns	16,048	93,436	90,747			
New cards	126	761	744			
TECHNICAL PROCESSES						
Books cataloged and processed	720	4,050	4,186			
Withdrawn copies	172	3,675	3,151			
REFERENCE						
transactions	1,184	6,175	6,772			
tests proctored	18	90	40			
computer help over 5 minutes	91	656	507			
Passports	97	529	666			
INTERNET						
Pharos sessions ***	1,205	818	7,573		7,603	5,071
Non-Pharos sessions						
VOLUNTEERS						
	174		1,355			1,155
	58	348.00				2238.50
MEETING ROOM						
COMMUNITY ROOM/GSR	47		356			
PROGRAMS & TOURS						
BOOK TIME	5	277	36		37	1,084
SATURDAY STORY TIME	8	118	50		52	1,118
CLASS VISITS	0	0	53		38	1,347
NON SCHOOL GROUPS	0	0	0		0	0
CHILDREN'S PROGRAMS	16	647	48		46	1,156
TEEN PROGRAMS	3	22	15		17	367
Total Youth Programs	32	1,064	202		190	5,072
Total Adult Programs	7	213	36		31	631
BOOKINGS & ARRANGEMENTS						
TOTALS	HRS THIS MONTH	HRS YTD	YTD 2018			
	9	60	62			

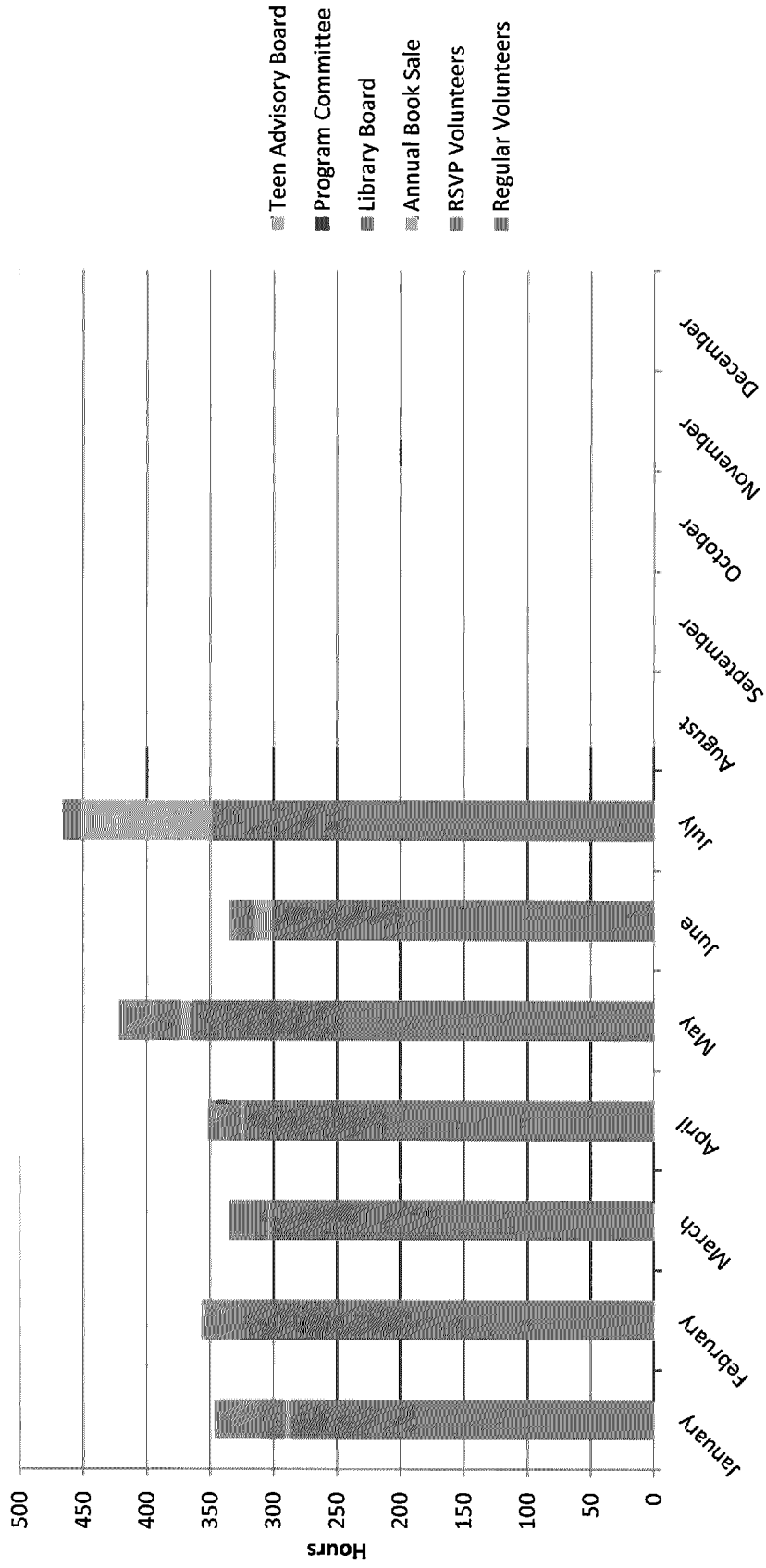
2019 Volunteer Report

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	6	7	30.5	0	0	6	17	81	364
June	36	200.5	11	99.75	6	12.5	5	5	3	7	0	0	9	18	70	300.25
July	32	239.25	13	108.75	7	14	6	6	0		0	0	0		58	348
August															0	0
September															0	0
October															0	0
November															0	0
December															0	0
Total	252	1439.25	84	794.25	47	99.5	28	139	43	136	5	5	32	86.5	491	2238.5

* 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

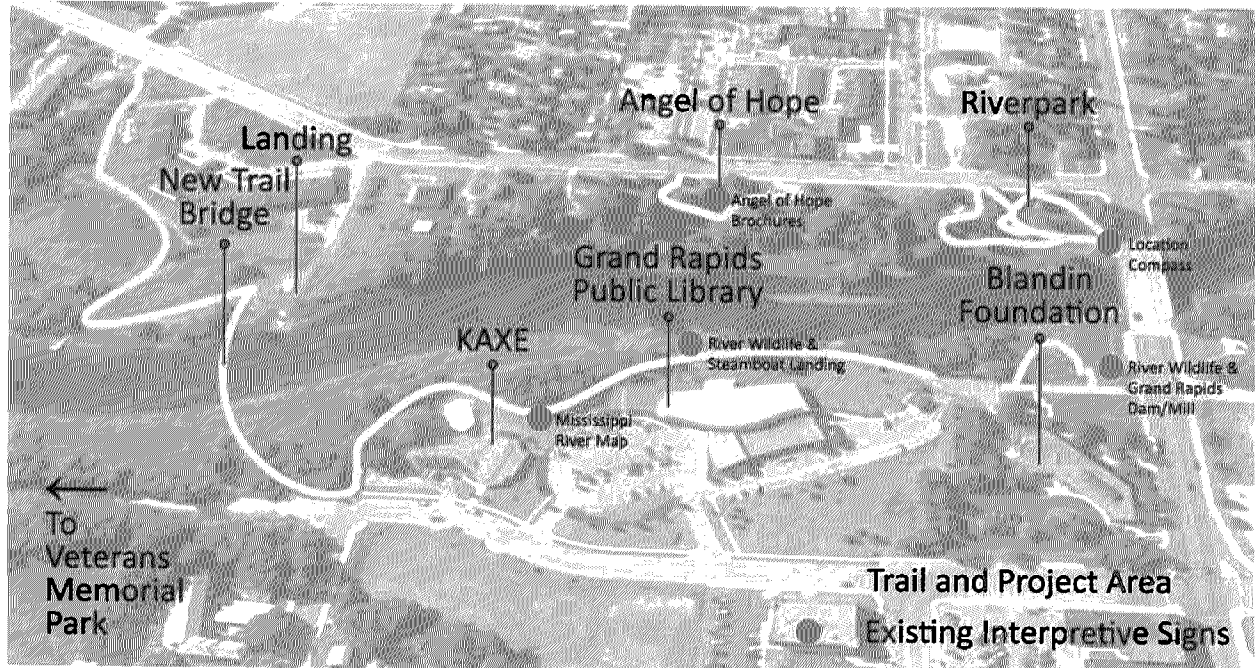


Engagement for Riverfront Interpretive Signage Project

Introduction

Get Fit Itasca is working with the City of Grand Rapids and community partners to develop interpretive signage along the riverfront trail near the library. Interpretive signs help guests interpret something (like a place, vegetation, or work of art) by providing background information about it. There are two motivations to develop interpretive signage in this area:

1. to encourage people to visit and use the riverfront trail, and
2. to help people learn more about our community and the riverfront area.



Request: We are meeting with you today to share that this project is going on and to ask what things should be showcased on interpretive signs. We are asking the same questions to multiple groups in town. We won't be able to include all the ideas we collect, but we hope the information on the final set of signs will bring heightened interest to the riverfront. We also hope to hear your thoughts about how the trails in the riverfront area can better serve Grand Rapids residents.

Questions

What things visible from the trail might be interesting for people to learn more about?

What "hidden gems" (something no longer there or something people might not recognize) along the trail could we call attention to?

Follow-up: Do you want to call attention to these "hidden gems"?

How can the trail system in the riverfront area better serve Grand Rapids residents?

Follow-up (if needed): Should additional connections be made?

What else do you want to share?

Visit GR Input

- Add more artwork and showcase it - planning a mapping project and downtown artwalk for 2020
 - Try and get artwork from Ken Steel?
- Talk with historical society about old county courthouse, fur trading post, and steamboat landing namesake
- History of dam and before it was built
- Add more bike racks, signage to promote walking/biking, add paved path east of ped bridge with lights and benches

Blandin Foundation Input

- Pick a theme for the signs, consider the ones already there, and set your budget
- Get native artist to recreate landscape before the dam and buildings, not sure if any photos exist
 - The Anishannabe lived here and the Dakota, this area was populated before the town
 - May need to sit with elders and create the language for the history that isn't written down
- Definitely dual language signs needed
- Try a three panel sign (before dam, building of dam, and present use of land)
- River life uses of transportation and food, this was the thoroughfare section
 - 10' waterfall where second dam is located now
 - Flooding of the wild rice paddies
 - Why this area is liveable and such a good area
 - Longest rapids north of the cities
- History on the treaty of Washington 1855, extinguished in 1864 for the Pokegama band of Ojibwe
- A timeline along the river
- Expand river trail for a story trail length (lots of signs in small section as it is)
- Itasca Lake was not counted as the headwaters of the river? Maybe Leech Lake?
- Connection to mural Blandin Foundation is putting on their west wall

Arts and Culture Commission Input - Russell has notes

Trails Task Force Input

- Distance/wayfinding signs - people like to walk loops
- Little libraries along the trail with informational activities and books to go with them
 - Seasonal info/activities?
- History of the river
 - Dual language signs
 - Up until 1960 was used as the town sewer?
 - Sawdust/shavings piled in current parking lot next to Wayne's automotive

- Steamboat landing was on Library side since they flooded the river enough for them to finally be able to land there
- Info on the old hospital and its significance
- Revolving artist showcases along trail - theme to them each year, seasonally?
- Signage to parks and local businesses nearby
- Add more accessibility along steamboat landing road/driveway or ways down to the riverfront for wheelchairs
- Connection to the North Country trail that will be going through this section
 - History
 - Signage

Economic Development Authority Input

GR City Council Input

Library Board Input

Parks and Rec Board Input

Planning Commission Input

Historical Society Input

Forest History Center Input

KAXE Input

Rotary Club Input

Downtown Business Association Input

Tribal Input

North Country Trail Input (connected with at TTF meeting)

Public Input - online survey and Sept 10 open forum at Library 3-7p

Others?

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY**

ACTUAL 2015-2018 EXPENDITURES, 2019 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2020 BUDGET

	<u>2015 ACTUAL</u>	<u>2016 ACTUAL</u>	<u>2017 ACTUAL</u>	<u>2018 ACTUAL</u>	<u>2019 BUDGET</u>	<u>YTD ACTUAL 6/30/2019</u>	<u>PROPOSED 2020 BUDGET</u>
REVENUES							
Taxes							
Current	\$ 530,305	\$ 542,057	\$ 569,504	\$ 589,054	\$ 702,687	\$ -	\$ 702,687
Delinquent	1,335	4,013	5,745	2,901	-	-	-
Fiscal Disparities	39,917	45,367	51,725	61,320	-	-	-
Total Taxes	<u>571,557</u>	<u>591,438</u>	<u>626,974</u>	<u>653,275</u>	<u>702,687</u>	<u>-</u>	<u>702,687</u>
Intergovernmental							
Supplemental Aid	36,122	36,327	36,789	37,441	-	-	-
State of Minnesota	49	-	-	10,020	-	-	-
Library Contracts	128,168	129,117	132,011	131,961	128,000	-	128,000
Total Intergovernmental	<u>164,338</u>	<u>165,445</u>	<u>168,800</u>	<u>179,422</u>	<u>128,000</u>	<u>-</u>	<u>128,000</u>
Charges for Services							
ALS Cross-overs	5,282	5,282	5,282	5,282	5,282	-	5,282
Photo Copies	1,932	2,402	2,706	3,149	2,200	-	2,400
Internet	3,522	3,531	3,784	3,442	3,500	-	3,300
Library Fees-Proctoring	700	315	565	540	600	-	400
Passport Processing Fee	3,025	26,350	26,300	36,815	38,500	-	31,500
Fax Machine Use	129	714	908	1,219	800	-	1,000
Total Charges for Services	<u>14,591</u>	<u>38,594</u>	<u>39,545</u>	<u>50,447</u>	<u>50,882</u>	<u>-</u>	<u>43,882</u>
Fines and Forfeits							
Library Fines	12,695	12,298	12,432	11,309	12,000	-	12,000
Total Fines and Forfeits	<u>12,695</u>	<u>12,298</u>	<u>12,432</u>	<u>11,309</u>	<u>12,000</u>	<u>-</u>	<u>12,000</u>
Miscellaneous Revenue							
Donations	22,852	157,716	3,304	15,688	1,500	-	1,500
Memorial Books	3,314	995	-	985	1,000	-	1,000
Donations-Children's Library	2,134	2,853	1,774	1,181	1,000	-	1,000
Donations-Library Programs	200	650	180	-	200	-	-
Endowment Fund Income	(414)	1,881	4,680	(1,915)	1,300	-	1,300
Donations-ADA Project	-	-	-	4,000	-	-	-
Grand Rapids Lib Foundation	22,698	24,334	20,939	13,225	8,000	-	8,000
Meeting Room Receipts	4,312	3,860	4,358	4,140	4,500	-	4,500
Blandin Grants	-	-	-	-	-	-	-
MIRC	-	-	-	-	-	-	-
Miscellaneous	8,531	4,524	3,049	1,674	2,000	-	2,000
Energy Rebates	-	1,140	-	450	-	-	-
Investment Income	2,865	2,789	3,415	4,092	3,000	-	3,000
Total Miscellaneous Revenue	<u>66,492</u>	<u>200,743</u>	<u>41,698</u>	<u>43,520</u>	<u>22,500</u>	<u>-</u>	<u>22,300</u>
Other Sources							
Insurance Recovery	-	-	3,057	-	-	-	-
Operating Transfer - In	-	4,142	-	-	-	-	-
Fund Balance Usage	-	-	-	-	-	-	-
Total Revenues	<u>829,674</u>	<u>1,012,660</u>	<u>892,505</u>	<u>937,973</u>	<u>916,069</u>	<u>-</u>	<u>908,869</u>

EXPENSES

Operating Transfer Out	-	-	-	-	-	-	-
Personnel							
Salary-Full time	390,436	404,327	407,393	431,071	442,059	-	441,521
Salary-Full time overtime	-	185	-	-	-	-	-
Salary-Part Time	25,722	22,109	29,400	25,278	22,803	-	24,494
Salary-Part time overtime	-	-	-	-	-	-	-
Contracted Services	5,543	13,195	12,144	8,384	7,000	-	8,510
PERA	31,243	31,865	32,306	33,828	34,865	-	34,951
FICA	24,371	25,034	25,648	27,966	28,821	-	28,893
Medicare	5,700	5,855	5,998	6,540	6,740	-	6,757
Health Insurance	63,417	73,619	74,948	133,360	142,668	-	142,668
Life Insurance	221	213	228	243	221	-	221
Dental Insurance	1,638	1,490	1,423	-	-	-	-
Unemployment	-	-	-	-	-	-	-
Worker's Comp	2,322	2,142	2,668	2,140	2,255	-	2,628
Total Personnel	550,613	580,032	592,158	668,810	687,432	-	690,643
Supplies and materials							
Office Supplies	8,017	5,945	6,105	8,679	7,000	-	7,500
Copy Supplies	1,382	1,310	1,413	1,178	1,400	-	1,400
Printing/binding	808	1,207	770	773	900	-	1,000
Bindings	-	-	-	-	-	-	-
Computer Supplies	2,192	2,818	2,391	4,567	2,600	-	3,000
Computer Inventory	5,421	3,762	1,466	2,696	2,500	-	3,000
Assets between 700 and 4999	-	4,142	-	10,804	5,900	-*	4,000
Inventorial Supplies Equip<700	5,985	1,412	784	2,164	1,000	-	1,000
Volunteer Prgm Supplies & Mat	423	508	489	663	500	-	576
Operating Supplies	1,620	613	1,192	1,567	2,000	-	2,000
Books	44,307	40,265	46,719	42,533	44,000	-	39,000
Audio/Visual	8,362	7,679	13,627	8,174	9,000	-	9,000
Newspapers	1,671	2,515	2,399	2,525	1,400	-	1,500
Periodicals	6,838	6,836	6,206	6,275	7,000	-	7,000
Maintenance Tools/Supplies	3,473	2,879	2,933	3,241	2,500	-	2,500
Other Supplies/Materials	-	-	-	-	-	-	-
Equipment/Parts	-	-	-	-	-	-	-
Volunteer Coordinator Materials	-	-	-	-	-	-	-
Total supplies and materials	90,499	81,891	86,493	95,839	87,700	-	82,476
Services and Charges							
Professional Services	-	394	395	7,085	500	-	500
Accounting Services	722	880	880	1,100	900	-	1,200
Legal	-	-	-	-	-	-	-
Laundry	557	610	657	709	650	-	750
Janitorial Services	20,400	20,400	20,400	20,400	20,400	-	20,400
Other Contracted Services	12,751	12,229	17,690	13,448	6,000	-	6,000
Telephone	6,042	5,297	5,293	5,280	6,000	-	6,000
Postage/Freight	86	3,988	3,055	2,967	3,000	-	3,000
Seminar/Meetings/School	-	350	846	523	500	-	-
Staff Training	-	376	235	-	500	-	-
Community Ed/Promotion	289	251	379	295	300	-	-
Professional Service-Collections	2,029	2,032	1,862	1,638	2,000	-	2,000
Auto Mileage/travel	-	-	-	60	-	-	-
Publishing and Advertising	264	557	1,526	1,213	300	-	600
General Insurance	7,184	5,151	8,056	8,508	9,000	-	9,000
Electricity	30,020	30,228	31,817	33,701	30,000	-	30,000
Garbage Removal	3,230	3,576	4,011	4,153	3,600	-	4,000
Heat-Natural Gas	3,594	4,175	3,779	2,939	4,000	-	4,700
Maintenance Contracts	7,754	8,972	9,215	9,843	8,000	-	9,500
Building Maintenance/Repairs	14,106	26,860	45,633	16,234	15,000	-	15,000

Grounds Maintenance	462	11,430	2,134	1,312	1,000	-	1,000
Computer Maintenance/Repairs	9,096	8,575	8,540	8,174	9,000	-	9,000
On-line Services	1,791	2,774	2,957	2,564	3,000	-	3,500
General Equip Maint/Repair	11,568	9,643	12,168	4,952	9,000	-	8,000
Equipment Leases	1,092	804	804	1,869	1,440	-	1,500
Miscellaneous	-	-	-	-	-	-	-
Dues & Subscriptions	110	130	88	30	300	-	-
Interlibrary Loan Charges	-	78	185	28	100	-	100
Endowment Fund Expenditures	-	155,690	-	-	-	-	-
Fund Balance Payback	-	-	-	-	6,447	-	-
Total Other Services	<u>133,146</u>	<u>315,449</u>	<u>182,605</u>	<u>149,025</u>	<u>140,937</u>	-	<u>135,750</u>
Capital Outlay							
Equipment/Mach/Furn/Fixture	55,944	11,729	-	-	-	-	-
Building/Bldg Improvements	-	-	-	20,041	-	-	-
Total Capital Outlay	<u>55,944</u>	<u>11,729</u>	<u>-</u>	<u>20,041</u>	<u>-</u>	<u>-</u>	<u>-</u>
GRAND TOTAL	<u>830,202</u>	<u>989,101</u>	<u>861,255</u>	<u>933,715</u>	<u>916,069</u>	-	<u>908,869</u>
REVENUE/(EXPENDITURES)	<u>\$ (529)</u>	<u>\$ 23,559</u>	<u>\$ 31,250</u>	<u>\$ 4,258</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Board member

introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2019-11
A RESOLUTION ACCEPTING DONATIONS

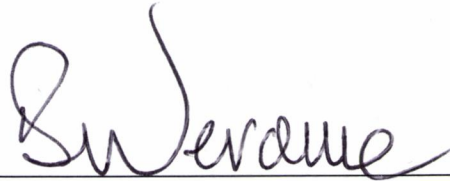
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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:

\$2,720.00 from Grand Rapids Area Library Foundation for Saturday Story Time Jan-May
\$357.66 from Grand Rapids Area Library Foundation for Rapids Reads
\$1,000.00 from Wabana Township for Library services
\$180.00 from Friends of the Grand Rapids Area Library for recycling (Q2)
\$250.00 from Arrowhead Library System – ‘Mini Grant’

Adopted this 14th day of August, 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.