

Grand Rapids Area Library Regular Board Meeting July 12, 2017

Call to Order: The monthly board meeting was called to order at 5:03 p.m. by Randy McCarty.

Roll Call:

Members Present: Max Peters, Lisa Tabbert, Susan Zeige, Randy McCarty, Jean MacDonell, Shannon Benolken

Members Absent: Deborah Kee, Dennis Jerome, Richard Thouin

Staff Present: Director Marcia Anderson

Public Comment:

Agenda: A motion was made by Jean MacDonell to approve the agenda as amended. A second was made by Shannon Benolken. The motion was passed unanimously.

Minutes: Max Peters made a motion to approve minutes from the July 12, 2017 board meeting. A second was made by Susan Ziege. The motion was passed unanimously.

Communications: Letter from Paul Bunyan re DCR communications.

DATE: 07/06/2017
TIME: 13:40:12
D: AP442000.WOW

CITY OF GRAND RAPIDS
VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/12/2017

VENDOR#	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0113100	AMAZON.COM	1,240.61	441.80
0113233	AMERIPRIDE LINEN & APPAREL	2,561.84	49.74
0201428	BAKER & TAYLOR, INC	10,742.16	1,909.31
0205345	JENNIFER BEHM	750.00	125.00
0212124	BLACKSTONE AUDIO, INC	633.89	439.99
0212750	BLUE CROSS & BLUE SHIELD OF MN	389,630.00	5,948.50
0221700	BUSY BEES QUALITY CLNG SVC INC	10,200.00	1,700.00
0405447	DELTA DENTAL OF MINNESOTA	16,028.70	175.10
0405500	DEMCO	1,872.50	18.74
0518366	ERICKSON'S ITASCA LUMBER INC	280.99	5,111.30
0718010	CITY OF GRAND RAPIDS	16,019.61	307.94
0718015	GRAND RAPIDS CITY PAYROLL	3,140,811.89	44,715.11
0801455	FRIEDA HALL	250.00	250.00
0914800	INVEST EARLY PROJECT	1,120.00	4,485.00
1209516	LINCOLN NATIONAL LIFE	7,797.37	39.00
1309199	MINNESOTA ENERGY RESOURCES	47,075.60	85.81
1309335	MINNESOTA REVENUE	23,572.07	62.08
1309525	MINITEX	0.00	1,685.00
1405850	NEXTERA COMMUNICATIONS LLC	2,644.47	83.78
415377	NORTHERN BUSINESS PRODUCTS INC	4,284.72	120.11
1601750	PAUL BUNYAN COMMUNICATIONS	3,112.86	243.64
1605665	PERSONNEL DYNAMICS LLC	4,872.11	1,741.58
1621130	P.U.C.	149,641.63	2,798.56
1801610	RAPIDS PLUMBING & HEATING INC	9,268.65	221.40
1901355	ST PAUL PIONEER PRESS	0.00	230.76
1908248	SHERWIN-WILLIAMS	3,152.16	42.12
1909510	SIM SUPPLY INC	9,658.51	417.13
2018680	TRU NORTH ELECTRIC LLC	17,045.30	521.00
2114750	UNUM LIFE INSURANCE CO OF AMER	1,528.89	18.45
2205637	VERIZON WIRELESS	21,928.42	52.04
2209665	VISA	30,304.98	589.31
2301700	WASTE MANAGEMENT	15,655.35	272.03
T001141	FREEMANS EXPLORE, LLC	300.00	300.00

TOTAL ALL VENDORS: 75,201.33

Financial Report: A motion was made to approve financial reports and payment of bills as listed by Jean IacDonell. A second was made by Max Peters. On a roll call vote the motion was passed unanimously.

Staff Report: Hiring positions and applicants. A candidate will be recommended in the August meeting.

Marcia Anderson then mentioned looking at the new stained siding and discussed the change in the magazine area.

Old Business:

Budget: Nothing seemed outstanding. Computer replacement budget is larger, Marcia Anderson brought up that if replacing wireless connection access point is the issue if that should be done this year instead of the computers, and do the computers next year. All agreed.

New Business:

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

a. Approve payment of late bills

i. Unique Management Services \$170.05

b. Approve contracts and payment to presenters

i. Sara Pajunen Folk Music July 18 \$300

c. Approve resolution 2017-7 Accepting donations

d. \$25 from Kirk and Shirley Snell for children's materials in honor of Jan Ferraro.

e. \$20 from Georgia and David Bjerk for children's materials in honor of Jan Ferraro.

Regular Agenda:

a. Approve quote of \$5703.01 from Erickson Itasca Lumber for siding.

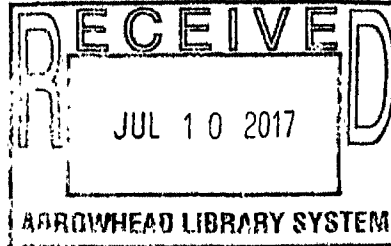
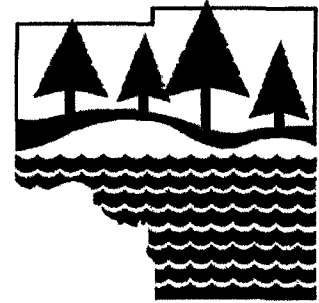
a. Shannon Benolken moved to approve the quote as presented. A second was made by Max Peters. The motion passed unanimously.

- b. Approve quote from Amy Gottlieb for \$11,660 for staining and sealing exterior siding and painting metal trim.**
 - a. Susan Zeige moved to approve the quote as presented. A second was made by Jean MacDonell. Shannon Benolken abstained. The motion passed.
- c. Approve quote from Iron Range Cornice for \$2065 for maintenance and repair of flashing on roof.**
 - a. Shannon Benolken moved to approve the quote. A second was made by Max Peters. The motion was passed unanimously.

Adjourn: The monthly board meeting was adjourned at 5:27 p.m. by Randy McCarty.

Jeffrey T. Walker
Itasca County Auditor/Treasurer

Itasca County Courthouse
123 Northeast Fourth Street
Grand Rapids, Minnesota 55744-2681
Phone: (218) 327-2860
Fax: (218) 327-7426



July 6, 2017

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

Dear Mr. Weikum:

The apportionment for June 2017 includes the following totals:

Arbo Township	\$ 3,535.55
Blackberry Township	4,675.49
Feeley Township	2,911.88
Harris Township	13,755.39
Sago Township	1,446.87
Spang Township	1,581.15
Wabana Township	4,456.24
City of Bass Brook/Cohasset	41,639.50
City of LaPrairie	2,215.35
City of Warba	<u>469.94</u>
TOTAL	\$76,687.36

Grand Rapids Satellite

101-01-002-68061

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: 

WE ARE ALL CRIMINALS

Every Saint
has a
Past.

I AM
MORE than
my
Mistakes.

*1 in 4 people in the United States has a criminal record.
 4 in 4 people in the United States have committed a crime.
 It's true: we are all criminals. But more importantly, we are all human,
 and some of us, perhaps one in four of us, may be in need of a second chance.*

Art Exhibits

September 1 – 30, 2017
 MacRostie Art Center, GR Area Library, Itasca County YMCA
 September 18 - October 13, 2017
 Reif Performing Arts Center

First Friday Opening Reception

September 1, 4 – 7 pm, MacRostie Art Center

“15 to Life: Kenneth’s Story” Film Screening & Discussion

September 6, 11 am – 1 pm, GR Area Library

Our Community’s Untapped Workforce: Chamber Luncheon

September 11, 2017, 11:30 - 1 pm, Sawmill Inn

We Are All Criminals: Presentation

September 11, 2017, 1 pm, Itasca Community College

We Are All Criminals: Big View Presentation

September 11, 2017, 6 pm, GR Area Library

We Are All Criminals: Presentation

September 13, 2017, 11 am, Hibbing Community College

For more information: (218) 326-2697 | weareallcriminals.org | macrostieartcenter.org | weareallcriminals.org

Funders, Sponsors & Partners Arrowhead Regional Arts Council | Blandin Foundation | Thrivent Financial | Timberlake Lodge | Circles of Support | MN Department of Corrections
 Grace House | Grand Rapids Human Rights Commission | Hibbing Community College | Itasca Community College | Itasca County Housing & Redevelopment Authority
 Itasca County Probation | Itasca County Wellness Court | MacRostie Art Center | NAMI - Grand Rapids Area | North Homes, Inc | Northland Counseling Center

How Perceptions and Policies of the Past and Present Affect

American Indians Today: Panel Discussion

September 14, 6 – 8 pm, MacRostie Art Center

The School-to-Prison Pipeline: Presentation

September 16, 2017, 10 am - 12 pm MacRostie Art Center

Itasca County Wellness Court: NAMI Education Meeting

September 19, 2017, 6:30 pm, GR Area Library

Realities to Re-Entry: Workshop for Professionals

September 21, 2017, 2:30 – 4:30 pm, Blandin Foundation

Fair Housing: How to Follow the Rules in a Changing World

September 21, 2017, 5 – 6 pm, Blandin Foundation

“Reality Roadshow”: zAmya Theater Project Performance

September 25, time TBD, Reif Performing Arts Center

“Reality Roadshow”: zAmya Theater Project Performance

September 25, 7 pm, Reif Performing Arts Center

“Broken on All Sides” Film Screening & Discussion

September 26, 11 am – 1 pm, GR Area Library

Contact: Katie Marshall, 218-326-2697, katie@macrostieartcenter.org

“We Are All Criminals” igniting social change in northern Minnesota

August 7, 2017

In September 2017, the Grand Rapids community is invited to participate in “We Are All Criminals,” a series of programs that seeks to challenge society’s perception of criminal records and what it means to be a criminal. The programs will include free art exhibits, presentations, theater performances, and educational displays that emphasize personal stories of crime, privilege, justice, and injustice to inspire empathy and ignite social change.

This project is operating in partnership with the nonprofit, nonpartisan organization We Are All Criminals (WAAC) which was created by Emily Baxter, a former public defender, 2011 Bush Leadership Fellow, and former Fellow at the U of M Law School’s Robina Institute of Criminal Law and Criminal Justice. WAAC takes a different approach to the conversation about the criminal justice system by looking not at the 1 in 4 people in the United States with a criminal record, but at the other 75%: those of us who have had the luxury of living without an official reminder of a past mistake. Through narrative and photography, the project works with participants to collect stories of crimes they got away with. The participants are doctors and lawyers, social workers and students, retailers and retirees who consider how very different their lives could have been had they been caught. Their stories are privately held memories without public stigma; they are criminal histories without criminal records.

We Are All Criminals challenges what it means to be a criminal, and it is also a commentary on the disparate impact of our nation’s policies, policing, and prosecution. We Are All Criminals questions the wisdom and fairness in those policies. It takes the conversation beyond background checks and “Ban the Box” to a deeper discussion of how we view others and how we view ourselves.

Inspired by the work of We Are All Criminals, a cross-sector group of local organizations and individuals invited the organization to the community for a series of 11 programs taking place over the course of a month. The organizing partners are Circles of Support, the Minnesota Department of Corrections, Grace House, Grand Rapids Area chapter of the National Alliance on Mental Illness, Grand Rapids Human Rights Commission, Grand Rapids Police Department, Itasca Community College, Itasca County Housing and Redevelopment Authority, Itasca County Probation, Itasca County Wellness Court, Hibbing Community College, MacRostie Art Center, North Homes Children and Family Services, and Northland Counseling Center; and additional funding support has been provided by the Arrowhead Regional Arts Council, Blandin Foundation, and Thrivent Action Teams.

The local partners have identified three goals for this project. 1) Educate and raise awareness about challenges and inequalities in Minnesota’s criminal justice system, and the ways in which a criminal record impacts an individual’s ability to access services and

opportunities. 2) Encourage empathy and challenge perceptions of what it means to be a criminal by sharing personal stories through We Are All Criminals. 3) Inspire community action around positive changes in employment, housing, and programs that support individuals and families impacted by the criminal justice system. This project shares in the goals of We Are All Criminals, which seeks to inspire empathy, ignite social change, and disrupt the barriers that separate us to create a more just and equitable world, where each of us is able to transcend our past and reach our full potential.

In the short term, the organizers hope this project will inspire thoughtful conversations in many sectors of our community – employment, housing, education, social services, and more – about how we might respond to the challenges faced by individuals and families impacted by the criminal justice system and how we can address the inequities in our policies and practices that unfairly disadvantage many in our community.

In the long term, they hope those conversations will spur actions that include more employers implementing hiring programs to work with people coming out of jail or prison; more landlords implementing rental applications that evaluate tenants on an individual basis and not solely on a criminal record; and the development of a programs to reduce recidivism for youth and adults through employment, education, and a basis in the belief that all people have value.

More information about the events, speakers, and project can be found by visiting macrostieartcenter.org/weareallcriminals and weareallcriminals.org. All programs are free of charge (with the exception of the Chamber Luncheon) and open to the public, though some require an RSVP. Check the website above for details or find a complete printed schedule of all events at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids.

We Are All Criminals (WAAC) - Program Schedule Grand Rapids, MN, September 2017

Note: All events are free and open to the public unless stated otherwise. Links to register/RSVP will be added as they become available.

Art Exhibits, featuring photographs and stories of We Are All Criminals (MAC only) plus artwork by people who have been or are currently incarcerated

September 1 – 30, 2017

MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN, macrostieartcenter.org

Itasca County YMCA, 400 River Rd, Grand Rapids, MN, ymcaitasca.org

GR Area Library, 140 NE 2nd St, Grand Rapids, MN, cityofgrandrapidsmn.com/library

September 18 – October 13, 2017

Reif Performing Arts Center, 720 Conifer Dr, Grand Rapids, MN, reifcenter.org

Educational Banners, displaying 10 banners about the We Are All Criminals project

September 1 – 12, 2017

Itasca Community College 1851 E Hwy 169, Grand Rapids, MN, itascacc.edu

September 13 – 23, 2017

Hibbing Community College, 1515 E 25th St, Hibbing, MN, hibbing.edu

Events

- **First Friday Opening Reception**, September 1, 4 – 7 pm
MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN, macrostieartcenter.org

- **Film Screening and Discussion**, September 6, 11 am – 1 pm
GR Area Library, 140 NE 2nd St, Grand Rapids, MN, cityofgrandrapidsmn.com/library
Featuring the film “15 to Life: Kenneth’s Story” and hosted by Circles of Support. RSVP requested.

- **“Our Community’s Untapped Workforce: A Turning Point”
Chamber Luncheon**, September 11, 2017, 12 - 1 pm
Sawmill Inn, 2301 US Hwy 169, Grand Rapids, MN
Presentation by Kevin Lindsey, Minnesota Commissioner of Human Rights, Al Godfrey, Deputy Commissioner of Corrections, and local employers who have a program in place to hire employees with criminal backgrounds. \$14. RSVP required.

- **We Are All Criminals
Presentation**, September 11, 2017, 1 - 2 pm
Itasca Community College, 1851 E Hwy 169, Grand Rapids, MN, itascacc.edu
Featured speakers include Emily Baxter of WAAC with Otis Zanders and Richard McLemore II of Ujamaa Place about the WAAC project and Ujamaa Place as one model of a successful program that is empowering people coming out of the criminal justice system.

- **We Are All Criminals**
Big View Presentation, September 11, 2017, 6 pm
GR Area Library, 140 NE 2nd St, Grand Rapids, MN, cityofgrandrapidsmn.com/library
 Featured speakers include Emily Baxter of WAAC with Otis Zanders and Richard McLemore II of Ujamaa Place about the WAAC project and Ujamaa Place as one model of a successful program that is empowering people coming out of the criminal justice system. MN Commissioner of Human Rights Kevin Lindsey will join this discussion. RSVP requested.

- **We Are All Criminals**
Presentation, September 13, 2017, 11 am - 12 pm
Hibbing Community College, 1515 E 25th St, Hibbing, MN, hibbing.edu
 Featured speaker is Emily Baxter of the WAAC project.

- **How Policies and Procedures Past and Present Impact American Indians Today**
Panel Discussion, September 14, 6 - 8 pm
MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN, macrostieartcenter.org
 Addressing the inequities faced by Native Americans in the criminal justice system and Native American boarding schools as a precursor to today's juvenile justice system. Speakers will include Emily Baxter of WAAC; John Poupart, formerly of the American Indian Policy Center; Alicia Smith, Indian Policy Specialist at the DHS; and Grace Smith, a survivor of Alaskan Native boarding schools.

- **The School-to-Prison Pipeline and the Creation of Youthful "Criminals"**
Presentation, September 16, 2017, 10 am - 12 pm
MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN macrostieartcenter.org
 Professor Nancy Heitzeg of The College of St. Catherine will explore how the school-to-prison pipeline criminalizes youth at younger and younger ages. With an increase in zero tolerance policies and police in the schools, children are being criminalized for typical youthful behavior, and pushed on a pathway to criminalization and incarceration.

- **Itasca County Wellness Court Panel Discussion**
NAMI Education Meeting, September 19, 2017, 6:30 pm
GR Area Library, 140 NE 2nd St, Grand Rapids, MN, cityofgrandrapidsmn.com/library
 Focused on the Itasca County Wellness Court program and restorative justice with speakers including Judge Korey Wahwassuck of the Ninth District and graduates of or current participants in the Wellness Court program.

- **Realities to Re-Entry**
Workshop for Professionals, September 21, 2017, 2:30 - 4:30 pm
Blandin Foundation, 100 N Pokegama Ave, Grand Rapids MN, blandinfoundation.org
 Presented by Hearth Connection and Housing Link for professionals working in the housing and human services sectors. Registration required.

- **Fair Housing: How to Follow the Rules in a Changing World**
Workshop for Landlords and the Public, September 21, 2017, 5 - 6 pm
Blandin Foundation, 100 N Pokegama Ave, Grand Rapids MN, blandinfoundation.org
 Presented by Hearth Connection and Housing Link for landlords and the general public. Refreshments will be provided.

- **“Reality Roadshow”**
Theater Performance – School Audience, Monday, September 25, time TBD
Reif Performing Arts Center, 720 NW Conifer Dr, Grand Rapids, MN, reifcenter.org
zAmya Theater Project (a project of St. Stephens of Minneapolis) presents their “Reality Roadshow” featuring homeless and housed individuals presenting stories about the issues faced by people experiencing homelessness. This production will emphasize topics of criminal backgrounds and second chances.

- **“Reality Roadshow”**
Theater Performance – Public, Monday, September 25, 7 – 8:30 pm
Reif Performing Arts Center, 720 NW Conifer Dr, Grand Rapids, MN, reifcenter.org
see above

- **Film Screening and Discussion**, September 26, 11 am – 1 pm
GR Area Library, 140 NE 2nd St, Grand Rapids, MN, cityofgrandrapidsmn.com/library
Featuring the film “Broken on All Sides” and hosted by Circles of Support. RSVP requested.

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE SEVEN MONTHS ENDING JULY 31, 2017
With Comparative Totals for July 31, 2016

	2016 Actual	2017 Actual	2017 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	390,515	402,536	402,536	
Compensated Absences	39,670	42,690	42,690	
Emergency/unanticipated Expenditures	29,916	38,433	38,433	
Major Equipment Replacement	-	-	-	
TOTAL FUND BALANCE 1/1/XX	460,101	483,659	483,659	
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Revenues:				
Taxes	337,307	370,319	666,240	56%
Intergovernmental	71,635	76,687	128,000	60%
Charges for Services	26,535	25,048	36,982	68%
Fines & Forfeits	7,628	7,233	13,000	56%
Blandin Grant	-	-	-	0%
GR Library Foundation	4,480	8,566	3,000	0%
Miscellaneous	127,778	8,329	13,200	63%
Other Sources-Insurance Recovery	-	3,057	-	0%
Other Sources-Fund Balance Usage	-	-	-	0%
TOTAL REVENUES	575,364	499,240	860,422	58%
Expenditures:				
Personnel	328,499	335,326	619,960	54%
Supplies/Materials	39,552	39,623	87,900	45%
Other Services/Charges	73,544	93,138	152,562	61%
GRACF Library Foundation	114,817	-	-	0%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	556,412	468,087	860,422	54%
OPERATING SURPLUS (DEFICIT)	18,951	31,153	-	
Gr Rapids Library Foundation Captl Grant	17,599	-	-	0%
Capital Outlay	11,729	-	-	0%
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Fund Balance 7/31/XX				
Cash Flow	415,337	433,689	402,536	
Compensated Absences	39,670	42,690	42,690	
Emergency/unanticipated Expenditures	29,916	38,433	38,433	
Major Equipment Replacement	-	-	-	
TOTAL FUND BALANCE 7/31/XX	\$ 484,923	\$ 514,812	\$ 483,659	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$32,334 as of 03/31/17. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,083

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH JULY 31, 2017

Account Number	Account Description	2017 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 666,240	\$ 324,714	49%
211-00-31-00-0200	DELINQUENT	-	3,128	0%
211-00-31-00-4055	FISCAL DISPARITIES	-	42,477	0%
211-00-33-00-6300	LIBRARY CONTRACTS	128,000	76,687	60%
211-00-34-00-7960	ALS CROSS-OVERS	5,282	5,282	100%
211-00-34-00-7970	PHOTO COPIES	1,700	1,550	91%
211-00-34-00-7975	INTERNET	3,200	2,034	64%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	500	340	68%
211-00-34-00-7982	PASSPORT PROCESSING FEE	26,000	15,375	59%
211-00-34-00-7990	FAX MACHINE USE	300	467	156%
211-00-35-00-1030	LIBRARY FINES	13,000	7,233	56%
211-00-37-00-2310	DONATIONS	1,500	437	29%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	1,000	-	0%
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	1,000	955	95%
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	200	-	0%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,258	97%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	3,000	8,566	286%
211-00-37-00-2375	MEETING ROOM RECEIPTS	3,700	3,118	84%
211-00-37-00-2450	MISCELLANEOUS	2,000	1,699	85%
211-00-37-00-5100	INVESTMENT INCOME	2,500	864	35%
211-00-39-00-4620	INSURANCE RECOVERY	-	3,057	0%
		860,422	499,240	58%
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	419,878	228,334	54%
211-00-75-10-1030	SALARY-PARTTIME	23,305	12,358	53%
211-00-75-10-1050	CONTRACTED SERVICES	11,504	6,723	58%
211-00-75-10-1210	PERA	33,239	17,599	53%
211-00-75-10-1220	FICA	27,477	14,151	52%
211-00-75-10-1250	MEDICARE	6,426	3,309	52%
211-00-75-10-1310	HEALTH INSURANCE	93,635	50,270	54%
211-00-75-10-1330	LIFE INSURANCE	221	132	60%
211-00-75-10-1335	DENTAL INSURANCE	2,065	807	39%
211-00-75-10-1510	WORKERS COMPENSATION	2,210	1,641	74%
211-00-75-20-2010	OFFICE SUPPLIES	7,000	4,638	66%
211-00-75-20-2020	COPY SUPPLIES	1,000	647	65%
211-00-75-20-2030	PRINTING/BINDING	900	598	66%
211-00-75-20-2060	COMPUTER SUPPLIES	2,600	1,126	43%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	487	19%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	5,600	-	0%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	524	52%
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	400	397	99%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	765	38%
211-00-75-20-2110	BOOKS	44,000	23,697	54%
211-00-75-20-2120	AUDIO/VISUAL	9,000	3,887	43%
211-00-75-20-2130	NEWSPAPERS	1,400	972	69%
211-00-75-20-2140	PERIODICALS	8,000	198	2%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	2,500	1,687	67%
211-00-75-30-3010	ACCOUNTING SERVICES	800	880	110%
211-00-75-30-3070	LAUNDRY	612	373	61%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	11,900	58%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH JULY 31, 2017

Account Number	Account Description	2017 Budget	Year to Date	Percent of Budget
211-00-75-30-3100	OTHER CONTRACTED SERVICES	6,000	10,535	176%
211-00-75-30-3210	TELEPHONE	6,000	2,974	50%
211-00-75-30-3220	POSTAGE/FREIGHT	2,500	1,437	57%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	500	95	19%
211-00-75-30-3255	STAFF TRAINING	500	-	0%
211-00-75-30-3260	COMMUNITY ED PROMOTION	300	354	118%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,200	797	36%
211-00-75-30-3510	PUBLISHING & ADVERTISING	300	-	0%
211-00-75-30-3610	GENERAL INSURANCE	9,000	5,347	59%
211-00-75-30-3810	ELECTRICITY	28,000	15,234	54%
211-00-75-30-3840	GARBAGE REMOVAL	3,000	2,361	79%
211-00-75-30-3860	HEAT-NATURAL GAS	4,000	2,684	67%
211-00-75-30-4000	MAINTENANCE CONTRACTS	7,000	5,178	74%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	36,000	21,199	59%
211-00-75-30-4015	GROUNDS MAINTENANCE	6,000	864	14%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	820	9%
211-00-75-30-4030	ONLINE SERVICES	3,000	2,957	99%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	6,000	6,680	111%
211-00-75-30-4100	EQUIPMENT LEASES	1,000	469	47%
211-00-75-30-4300	MISCELLANEOUS	50	-	0%
211-00-75-30-4330	DUES & SUBCRIPTIONS	300	-	0%
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	100	-	0%
	TOTAL EXPENDITURES	860,422	468,087	54%
	SURPLUS REVENUES/(EXPENDITURES)	-	31,153	

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 9, 2017

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/09/2017

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	57.66
0113233	AMERIPRIDE LINEN & APPAREL	74.61
0118660	ARROWHEAD LIBRARY SYSTEM	226.62
0201428	BAKER & TAYLOR, INC	2,074.18
0221700	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0315455	COLE HARDWARE INC	32.46
0405223	DEER RIVER HIRED HANDS INC	150.00
0405500	DEMCO	235.40
0518366	ERICKSON'S ITASCA LUMBER INC	1,645.70
0609525	FINDAWAY WORLD LLC	7.98
0718010	CITY OF GRAND RAPIDS	880.00
1021515	JUNIOR LIBRARY GUILD	14.00
1201407	LAKE COUNTRY JOURNAL MAGAZINE	19.95
1309495	MINUTEMAN PRESS	73.00
1415377	NORTHERN BUSINESS PRODUCTS INC	263.12
1605665	PERSONNEL DYNAMICS LLC	2,296.30
1903340	SVL SERVICE CORPORATION	2,595.00
1908570	SHOWCASES	669.69
1909510	SIM SUPPLY INC	241.98
2018680	TRU NORTH ELECTRIC LLC	794.20
2209421	VIKING ELECTRIC SUPPLY INC	69.22

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 14,121.07

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0205345	JENNIFER BEHM	250.00
0212750	BLUE CROSS & BLUE SHIELD OF MN	5,948.50
0301530	CANON USA INC	67.00
0405447	DELTA DENTAL OF MINNESOTA	175.10
0605191	FIDELITY SECURITY LIFE INS CO	12.52
0718015	GRAND RAPIDS CITY PAYROLL	35,094.04
1309058	NANCY JANE MIKE-JOHNSON	500.00
1309199	MINNESOTA ENERGY RESOURCES	48.37
1309335	MINNESOTA REVENUE	58.50
1405850	NEXTERA COMMUNICATIONS LLC	84.56
1601400	SARA PAJUNEN	300.00
1621130	P.U.C.	2,999.87
2114356	UNIQUE MANAGEMENT SERVICES	170.05
2114750	UNUM LIFE INSURANCE CO OF AMER	18.45
2205637	VERIZON WIRELESS	60.71
2209665	VISA	281.51
2301700	WASTE MANAGEMENT	272.35
2308300	BETSY WHIRLEY	375.00
T001152	CATHERINE T DAVIES	100.00

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 08/09/2017

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$ 46,816.53
TOTAL ALL DEPARTMENTS		60,937.60

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CITY OF GRA APIDS
 DETAILED BALANCE SHEET

YE: 1
 YR: 17

FUND: PUBLIC LIBRARY
 FOR 7 PERIODS ENDING JULY 31, 2017

ACCOUNT #	DESCRIPTION	BALANCE 01/01/17	NET DEBITS	NET CREDITS	BALANCE 07/31/17
ASSETS					
211-00-00-00-0100	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-0110	DUE TO OTHER FUNDS	0.00	294,584.12	294,584.12	0.00
211-00-00-00-1010	CASH	535,249.37	513,940.85	566,354.06	482,836.16
211-00-00-00-1019	PETTY CASH FUND	20.00	0.00	0.00	20.00
211-00-00-00-1020	CHANGE FUND	90.00	0.00	0.00	90.00
211-00-00-00-1050	TAXES RECEIVABLE-CURRENT	0.00	0.00	0.00	0.00
211-00-00-00-1070	TAXES RECEIVABLE-DELINQUENT	12,793.00	0.00	0.00	12,793.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	1,195.00	0.00	1,195.00	0.00
211-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-1313	DUE FROM ALS	0.00	0.00	0.00	0.00
211-00-00-00-1314	GR AREA LIB FND ENDOWMENT	0.00	0.00	0.00	0.00
211-00-00-00-1315	DUE FROM MN FOUNDATION	32,087.00	0.00	0.00	32,087.00
211-00-00-00-1320	DUE FROM OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1321	DUE FROM US GOV'T	0.00	0.00	0.00	0.00
211-00-00-00-1550	PREPAID ITEMS	5,416.08	2,280.37	4,507.73	3,188.72
211-00-00-00-1551	PREPAID INSURANCE	0.00	11,630.00	6,783.70	4,846.30
211-00-00-00-1620	BUILDINGS	0.00	0.00	0.00	0.00
211-00-00-00-1621	ACCUMULATED DEPRECIATION	0.00	0.00	0.00	0.00
211-00-00-00-1630	IMPROVEMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1800	ENCUMBRANCES	0.00	16,602.64	16,059.38	543.26
TOTAL					
		586,850.45	839,037.98	889,483.99	536,404.44
TOTAL ASSETS					
		586,850.45	839,037.98	889,483.99	536,404.44
LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	70,507.61	550,386.40	488,074.05	8,195.26
211-00-00-00-2030	SALES TAX PAYABLE	0.00	335.54	395.51	59.97
211-00-00-00-2040	USE TAX PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2060	CONTRACTS PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2070	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-2080	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
211-00-00-00-2170	ACCRUED WAGES PAYABLE	18,832.31	18,832.31	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	12,793.00	0.00	0.00	12,793.00
211-00-00-00-2220	DEFERRED REVENUES	1,057.75	1,057.75	0.00	0.00
TOTAL					
		103,190.67	570,612.00	488,469.56	21,048.23

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CITY OF GRA APIDS
 DETAILED BALANCE SHEET

3E: 2
 F-YR: 17

FUND: PUBLIC LIBRARY
 FOR 7 PERIODS ENDING JULY 31, 2017

ACCOUNT #	DESCRIPTION	BALANCE 01/01/17	NET DEBITS	NET CREDITS	BALANCE 07/31/17
TOTAL LIABILITIES		103,190.67	570,612.00	488,469.56	21,048.23
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	483,659.78	0.00	0.00	483,659.78
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	16,059.38	16,602.64	543.26
TOTAL		483,659.78	16,059.38	16,602.64	484,203.04
	FUND SURPLUS (DEFICIT)	0.00	0.00	31,153.17	31,153.17
TOTAL FUND EQUITY		483,659.78	16,059.38	47,755.81	515,356.21
TOTAL LIABILITIES AND FUND EQUITY		586,850.45	586,671.38	536,225.37	536,404.44

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2017

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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED COLL/ BALANCE	% EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	0.00	666,240.00	324,714.30	0.00	341,525.70	49
211-00-31-00-0200	DELINQUENT	0.00	0.00	3,127.77	0.00	(3,127.77)	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	42,476.87	0.00	(42,476.87)	100
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	666,240.00	370,318.94	0.00	295,921.06	56
TOTAL TAXES		0.00	666,240.00	370,318.94	0.00	295,921.06	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	0.00	0.00	0.00	0
211-00-33-00-6300	LIBRARY CONTRACTS	76,687.36	128,000.00	76,687.36	0.00	51,312.64	60
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		76,687.36	128,000.00	76,687.36	0.00	51,312.64	60
TOTAL INTERGOVERNMENTAL		76,687.36	128,000.00	76,687.36	0.00	51,312.64	60
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	180.56	1,700.00	1,549.62	0.00	150.38	91
211-00-34-00-7975	INTERNET	299.05	3,200.00	2,034.37	0.00	1,165.63	64
211-00-34-00-7980	LIBRARY FEES-PROCTORING	20.00	500.00	340.00	0.00	160.00	68
211-00-34-00-7982	PASSPORT PROCESSING FEE	1,450.00	26,000.00	15,375.00	0.00	10,625.00	59
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	82.33	300.00	466.86	0.00	(166.86)	156
TOTAL		2,031.94	36,982.00	25,047.85	0.00	11,934.15	68
TOTAL CHARGES FOR SERVICES		2,031.94	36,982.00	25,047.85	0.00	11,934.15	68

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2017

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	816.44	13,000.00	7,233.42	0.00	5,766.58	56
TOTAL		816.44	13,000.00	7,233.42	0.00	5,766.58	56
TOTAL FINES & FORFEITS		816.44	13,000.00	7,233.42	0.00	5,766.58	56
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	44.05	1,500.00	437.05	0.00	1,062.95	29
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	20.00	1,000.00	954.91	0.00	45.09	95
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	1,257.69	0.00	42.31	97
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	0.00	3,000.00	8,566.14	0.00	(5,566.14)	286
211-00-37-00-2368	BIG READ GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	157.50	3,700.00	3,117.56	0.00	582.44	84
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	310.70	2,000.00	1,698.54	0.00	301.46	85
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	536.02	2,500.00	863.61	0.00	1,636.39	35
TOTAL		1,068.27	16,200.00	16,895.50	0.00	(695.50)	104
TOTAL MISCELLANEOUS REVENUE		1,068.27	16,200.00	16,895.50	0.00	(695.50)	104
OTHER SOURCES							
211-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	3,056.60	0.00	(3,056.60)	100
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	3,056.60	0.00	(3,056.60)	100
TOTAL OTHER SOURCES		0.00	0.00	3,056.60	0.00	(3,056.60)	100

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2017

PAGE: 3
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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 REVENUES:		80,604.01	860,422.00	499,239.67	0.00	361,182.33	58
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	28,835.92	419,878.00	228,334.31	0.00	191,543.69	54
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	1,759.06	23,305.00	12,358.27	0.00	10,946.73	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	2,296.30	11,504.00	6,723.38	0.00	4,780.62	58
211-00-75-10-1210	PERA	2,294.62	33,239.00	17,598.78	0.00	15,640.22	53
211-00-75-10-1220	FICA	1,786.61	27,477.00	14,151.00	0.00	13,326.00	52
211-00-75-10-1250	MEDICARE	417.83	6,426.00	3,309.45	0.00	3,116.55	52
211-00-75-10-1310	HEALTH INSURANCE	4,965.88	93,635.00	50,269.85	0.00	43,365.15	54
211-00-75-10-1330	LIFE INSURANCE	21.45	221.00	132.15	0.00	88.85	60
211-00-75-10-1335	DENTAL INSURANCE	119.26	2,065.00	806.90	0.00	1,258.10	39
211-00-75-10-1347	VISION INSURANCE	0.48	0.00	0.47	6.26	(6.73)	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	205.29	2,210.00	1,641.03	0.00	568.97	74
TOTAL PERSONNEL		42,702.70	619,960.00	335,325.59	6.26	284,628.15	54
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	1,100.39	7,000.00	4,637.71	7.98	2,354.31	66
211-00-75-20-2020	COPY SUPPLIES	32.99	1,000.00	646.84	0.00	353.16	65
211-00-75-20-2030	PRINTING/BINDING	0.00	900.00	598.47	0.00	301.53	66
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	48.73	2,600.00	1,126.43	0.00	1,473.57	43
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	487.36	0.00	2,012.64	19
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	5,600.00	0.00	0.00	5,600.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	524.23	0.00	475.77	52

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2017

PAGE: 4
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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	400.00	396.83	0.00	3.17	99
211-00-75-20-2100	OPERATING SUPPLIES	142.22	2,000.00	764.56	69.22	1,166.22	42
211-00-75-20-2110	BOOKS	1,984.66	44,000.00	23,696.61	0.00	20,303.39	54
211-00-75-20-2120	AUDIO/VISUAL	155.26	9,000.00	3,886.61	0.00	5,113.39	43
211-00-75-20-2130	NEWSPAPERS	0.00	1,400.00	972.40	0.00	427.60	69
211-00-75-20-2140	PERIODICALS	19.95	8,000.00	197.96	8.80	7,793.24	3
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	318.73	2,500.00	1,686.66	0.00	813.34	67
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		3,802.93	87,900.00	39,622.67	86.00	48,191.33	45
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3010	ACCOUNTING SERVICES	880.00	800.00	880.00	0.00	(80.00)	110
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	49.74	612.00	373.05	0.00	238.95	61
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	1,525.00	6,000.00	10,535.00	475.00	(5,010.00)	184
211-00-75-30-3210	TELEPHONE	328.20	6,000.00	2,973.71	0.00	3,026.29	50
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	2,500.00	1,437.34	0.00	1,062.66	57
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	500.00	95.45	0.00	404.55	19
211-00-75-30-3255	STAFF TRAINING	0.00	500.00	0.00	0.00	500.00	0
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	300.00	354.22	0.00	(54.22)	118
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,200.00	796.55	0.00	1,403.45	36
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3350	PUBLISHING & ADVERTISING	763.81	300.00	5,346.67	0.00	300.00	0
211-00-75-30-3610	GENERAL INSURANCE	0.00	9,000.00	15,233.70	0.00	3,653.33	59
211-00-75-30-3810	ELECTRICITY	422.35	28,000.00	2,360.81	0.00	12,766.30	54
211-00-75-30-3840	GARBAGE REMOVAL	0.00	3,000.00	2,684.28	0.00	639.19	79
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,000.00	5,177.91	0.00	1,315.72	67
211-00-75-30-4000	MAINTENANCE CONTRACTS	1,297.50	7,000.00	5,177.91	0.00	1,822.09	74
211-00-75-30-4010	BUILDING MAINT/REPAIRS	2,019.38	36,000.00	21,199.06	0.00	14,800.94	59
211-00-75-30-4015	GROUND MAINTENANCE	435.00	6,000.00	864.17	0.00	5,135.83	14

DATE: 08/03/2017
 TIME: 08:25:41
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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2017

PAGE: 5
 F-YR: 17

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							
OTHER SERVICES & CHARGES							
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	820.43	0.00	8,179.57	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	2,957.36	0.00	42.64	99
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	6,000.00	6,679.53	0.00	(679.53)	111
211-00-75-30-4100	EQUIPMENT LEASES	67.00	1,000.00	469.00	0.00	531.00	47
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	50.00	0.00	0.00	50.00	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	0.00	0.00	100.00	0
211-00-75-30-4555	COURIER SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4560	GRANDNET COSTS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4600	ENDOWMENT FUND EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4621	BIG READ GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4622	BIG READ GRANT EXP 07/08	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4650	FACILITY MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4900	TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SERVICES & CHARGES		9,487.98	152,562.00	93,138.24	475.00	58,948.76	61
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	0.00	0.00	0.00	0
211-00-75-50-5900	2009-11B BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0
TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0
TOTAL GENERAL ADMINISTRATION		55,993.61	860,422.00	468,086.50	567.26	391,768.24	54
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

DATE: 08/03/2017
 TIME: 08:25:41
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CITY OF GRAND RAPIDS
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 FOR 7 PERIODS ENDING JULY 31, 2017

PAGE: 6
 F-YR: 17

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
BLANDIN GRANT							
211-00-95-00-5755	BLANDIN 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
TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		55,993.61	860,422.00	468,086.50	567.26	391,768.24	54
TOTAL FUND REVENUES		80,604.01	860,422.00	499,239.67	0.00	361,182.33	58
TOTAL FUND EXPENSES		55,993.61	860,422.00	468,086.50	567.26	391,768.24	54
FUND SURPLUS (DEFICIT)		24,610.40	0.00	31,153.17			
TOTAL ALL FUND REVENUES		80,604.01	860,422.00	499,239.67	0.00	361,182.33	58
TOTAL ALL FUND EXPENSES		55,993.61	860,422.00	468,086.50	567.26	391,768.24	54
ALL FUND SURPLUS (DEFICIT)		24,610.40	0.00	31,153.17			

Directors Report: August, 2017

Jackground on Agenda items:

Communications

The tax payment notification letter from Itasca County is in your packet.

A press release from MacRostie about the *We Are All Criminals* exhibit is in your packet, along with a schedule of events in the community. Katie Marshall stopped by the Library on Friday morning to look at possible spaces for displaying some art work. They have about 40 pieces that will be spread around the community at various locations.

Regular Agenda

Recommend appointment of Dion Holcomb-Card to Public Services Clerk position in the Children's department. The City Council must approve this hiring recommendation at their 8/14 meeting. Dion has been working on a substitute basis for 28-30 hours/week since Darla's retirement in June. The appointment to the position will be effective on 8/15.

Updates

Budget:

A preliminary review by the Council is scheduled for Monday, August 21 from 2-6.

Note: a preliminary meeting with unions about negotiating contracts will take place in August, with further meetings to take place in October after a better budget figure is determined. City HR continues to review health insurance options, and hired a firm to conduct a review of plans to determine if they are substantially similar. Contracts expire at the end of the year.

Building

Nathan and Everett completed the replacement of the siding this week. They had to order some extra materials. The caulking remains to be done. The remaining wood siding in the upper areas, which is in good shape, will be stained to match the new siding. The green metal trim/downspouts etc will be repainted later this summer.

I am meeting with Nathan on August 7 or 8 to talk about ways to increase the number of small meeting spaces, and possible ways to decrease the sound in the building, and address some barriers to accessibility.

Book Sale this weekend

The used book sale is this weekend in Central Square Mall. We have been getting lots of donated items. Over 550 boxes were delivered to the mall.

Outdoor space use

We have been utilizing the space around the Library quite heavily during July. We had a Saturday morning yoga class, all of the "Down by the River" programs, and some of the STEAM programs outside. In addition, the day to celebrate the river with Copper Street Brass, July 27 was all outside. There were activities for kids and families along the river walk from 5-7 pm, with stations for fish printing, chalk drawing, painting, bubbles, and nature walks/talks and invertebrates, minnow races, water quality. While the early activities were only sparsely attended, the concert attracted about 90 people, multi-generational and international! A group of Canadians bicycling across the US and Canada to raise money saw a flyer in Brewed Awakings and came down, in part to escape the noise from the races! (they were camping at the Middle School)

Assistant Director Report
August 2017

*Teen Advisory Board
July 25, 2017*

Members present: Jonas T.

Jonas and I went over the list of Teens Top Ten nominees. We checked to see how many of the titles the library has and how many are available in the Arrowhead System. Teens Top Ten is 23 titles nominated by book groups. Teens can vote for their favorites with the top ten announced during Teen Read Week in October.

We talked about the teen room question. For August the questions are focused on the Itasca County and State Fairs.

Teens

Teen Summer Reading ended July 29. Teens kept track of the number of pages read. Once they reached 500 they could dip into the prize bag, At 1000 they received a book of their choice and entry into the Grand Prize drawing, and at 2000 pages read they received a Target gift card and another entry into the Grand Prize drawing. The Grand Prize winner was Lanie E. There were 37 teens that participated and read at least 500 pages.

There were 6 entries in the teen room monthly drawing. Emi S. won.

Operations

The display table near the doors is filled with information about exploring Minnesota.

Staff

Michelle attended the Arrowhead Library System headquarters in Mt. Iron to work with Chris Magnusson cleaning up records in the database. Chris asked specifically for Michelle's help because Michelle has knowledge of past ALS cataloging practices and has a great attention to detail. Yay Michelle!

The library won the Summer Spokes bicycle competition sponsored by Get Fit Itasca! The last week in July 5 library staff rode bikes to work on the same day. We had the most staff riding bikes so we won.

Children's Library July 2017

Whew! What a fun, busy month we've had! Including Book Time and Saturday Story Time, we hosted 28 programs during the month of July. (Total participation: 856!) Indeed, there were only 5 days in July when there wasn't something special happening in Children's.

Our Summer Reading Program total is in: we had 864 kids sign up this year. Sadly, that is down from our all-time high of 896 last year, but with our staffing changes in the middle of Summer Reading, I think I'll interpret the 4% decline as a victory. Our patrons have until the end of August to turn in their book logs.

We are doing something brand new this year and offering a special August Non-Fiction Challenge to our patrons. If patrons read 3 non-fiction books during the month of August, they receive TWO free books: another book of their choice from the prize carts plus a book from the treasure chest. (Which happens to be filled with brand new "Who Was" books...but, shh, that's a secret.) The challenge is open to everybody (even, according to the poster, Moms and Dads and Grandmas and Grandpas) so feel free to swing down to Children's and pick up an August Challenge log!

And speaking of challenges, we are starting to plan for fall programming. Betsy Whirley has already indicated a desire to continue her monthly art programming, and we hope Jenny Behm will return with her STEAM (Science, Technology, Engineering, Art, and Math) offerings. Because Dion can only be scheduled for 28 hours a week, we are trying to figure out how to offer Lego Club and new programming. My fingers are firmly crossed that this is only a temporary problem. (My hope is to start regular programming in October, as September is filled with new routines for families. Lego Club, however, will, with any luck, resume in September.)

And, speaking of Dion, I hope she has found an (employment) home here at the library. She is a great co-worker, and I have confidence that, together, we can (figuratively) take the Children's Library to new places. 😊

INVOICE

UNIQUE MANAGEMENT SERVICES, INC.

119 EAST MAPLE STREET
JEFFERSONVILLE, IN 47130 USA

(812) 285-0886

DATE

INVOICE #

8/1/2017

448515

SEND REMITTANCE TO:

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

Grand Rapids Area Library
Attn: Marcia Anderson
140 NE 2nd Street

BILL TO: Grand Rapids, MN 55744

\$8.95

P.O. NUMBER	TERMS	PROJECT
	Net 30	1634 TPB

QUANTITY	DESCRIPTION	RATE	AMOUNT
9	07-05 Placements	8.95	80.55
1	07-11 Placements	8.95	8.95
7	07-18 Placements	8.95	62.65
2	07-22 Placements	8.95	17.90
8	07-28 Placements	8.95	71.60
5	Credit for accounts closed by client prior to beginning the collection process	-8.95	-44.75
	Total cumulative recovery of \$46,495.42, yielding an ROI of 4.08 to 1.		

Thank you for your business.

TOTAL

\$196.90

UNIQUE MANAGEMENT SERVICES, INC.

FED: 08/01/2017 9:45 PM WB

ACCOUNT STATUS REPORT

PAGE: 661

MS. MARCIA ANDERSON
 GRAND RAPIDS AREA LIBRARY
 140 NE 2ND STREET
 GRAND RAPIDS MN 55744

CREDITOR: 1634 -- GRAND RAPIDS AREA LIBRARY
 DATES LISTED: 01/01/1900 TO 07/31/2017

ALL AMOUNTS LISTED

Accounts Submitted	:	1,496	Dollars Submitted	:	127,854.50	Dollars Received	:	11,915.12
Bankruptcies	:	0	Dollars in Bankruptcy	:	0.00	Material Returned	:	22,932.42
Incorrect Addresses	:	329	Dollars in Skips	:	25,539.86	Dollars Waived	:	11,650.13
Patron Disputes/Suspends	:	1	Dollars in Dispute	:	8.99	Total Activated	:	62,395.76
Accounts in Process	:	1,166	Dollars in Process	:	95,203.85	% of Dollars Activated	:	65.54%
# of Accounts Activated	:	684						
% of Accounts Activated	:	58.66%						

Board member *Peters* introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2017-08
A RESOLUTION ACCEPTING DONATIONS


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

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

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

\$42 from Neal Nicolaus for subscription to Sun Magazine in honor of Joseph Gallant

Adopted this 9th day of August, 2017



Dennis Jerome, President



Jean MacDonell, Secretary

Board member *Thouin* seconded the foregoing resolution and the following voted in favor thereof:

Peters, Zeige, McCarty, Kee, Thouin

And the following voted against same: —

And the following abstained: —

Whereby the resolution was declared duly passed and adopted.

Agenda Item on City Council Agenda for August 14

Needs Board approval for recommendation

Appointment of Dion Holcomb-Card to the Library Public Services Clerk position in the Children's Department.

Background Information:

At the June 26, 2017 City Council meeting, the Council authorized City staff to begin the process of filling the Library Public Services Clerk position in the Children's Department on a part-time basis. The vacancy has been posted, applications were ranked, and interviews were held on July 19, 2017. At the August 9th Library Board meeting, the Board moved made a recommendation to the City Council to appoint Dion Holcomb-Card to the position effective August 15, 2017.

Dion graduated from Grand Rapids High School and later attended Anoka Technical College where she studied Computer Technology. She worked as an Elementary Literacy Tutor for the Minnesota Reading Corps, and as a Paraprofessional for ISD 318. She has been employed as a temporary employee at the Grand Rapids Area Library since July 2016.

Staff Recommendation:

The Library Board, along with the interview committee consisting of Library Director Marcia Anderson, Assistant Library Director Amy Dettmer, and Human Resources Director Lynn DeGrio, are recommending the appointment of Dion Holcomb-Card to the position of Library Public Services Clerk in the Children's Department effective August 15, 2017.

Requested City Council Action

Make a motion to appoint Dion Holcomb-Card to the part-time position of Library Public Services Clerk in the Children's Department at a rate of \$18.1670 per hour per the Library Union contract.