

GRAND RAPIDS AREA LIBRARY BOARD

Grand Rapids Area Library

August 10, 2016 5:00 P.M.

DRAFT

- 5:00 **Call to order**
- 5:01 **Roll call: *absent Dennis Jerome, Ziege, MacDonell***
- 5:02 **Public Comment (if anyone wishes to address the Board)**
- 5:05 **A. Approval of agenda (Packet Item A)**
- 5:10 **B. Minutes. June meeting and special meeting (Packet Item B)**
- 5:12 **C. Communications**
1. **Quarterly statement from MN Community Foundation**
 2. **Tax transmittal letter from Itasca County**
- 5:15 **D. Financial Report (Packet Items D1-) .) Roll Call Vote Required**
Approve Financial reports and payment of bills as listed
- 5:20 **E. Staff Reports (Packet Items E__)**
- 5:25 **F. Old Business:**
2017 budget
- 5:30 **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 member of the public.) **Roll Call Vote Required.**
Approve payment of late bills
- a. Baker & Taylor 275.38
 2. **Approve Contracts and payment to presenters**
 3. **Approve Resolution 2015-07 Accepting Donations**
\$42 from TOPS MN # 793 for 2015-2016 *Nutrition Action* magazine
- Regular agenda**
- 6:00 **Adjourn**
- .

Marcia Anderson
Grand Rapids Public Library
140 NE Second Street
Grand Rapids, MN 55744



Fund Statement(s)

January 1, 2016 - June 30, 2016

Confidential and Privileged Information

Enclosed are the statements for the following fund(s):

The Grand Rapids Public Library Endowment Fund (5350)

For Questions Regarding This Statement:

Contact:	Mariah I. Mousel
Title:	Partner Relations Associate
Phone:	651-325-4269 800-875-6167
Email:	mariah.mousel@mnpartners.org
Address:	101 Fifth Street East, Suite 2400 Saint Paul, MN 55101

**The Grand Rapids Public Library Endowment Fund (5350)
of Minnesota Community Foundation**

Fund Statement

January 1, 2016 - June 30, 2016

Prepared on: 7/27/2016

Prepared for: Grand Rapids Public Library

Fund ID: 5350

Fund Activity

Beginning Balance on January 1, 2016	\$	31,542
Investment Activity		
Interest & Dividends		229
Investment Gain/(Loss)		249
Disbursements		
Administrative Fees		(136)
Grants Paid		(1,336)
Investment Expenses		(60)
Ending Balance on June 30, 2016	\$	30,487
Approved Grants to be Paid (Returned)		-
Uncommitted Balance on June 30, 2016	\$	30,487

Summary of Assets

Asset Detail	\$	%	Investment Performance			
			YTD	1 Year	3 Year	5 Year
			(Annualized)			
Multi-Asset Endowment Portfolio	30,487	100.0%	1.5%	-1.9%	5.8%	6.3%
Money Market	-	0.0%	0.1%	0.2%	0.1%	0.1%
	\$ 30,487	100.0%				



Minnesota Community Foundation

Executed on 7/27/2016

**The Grand Rapids Public Library Endowment Fund (5350)
of Minnesota Community Foundation**

Fund Statement

January 1, 2016 - June 30, 2016

There were no contributions during this statement period.



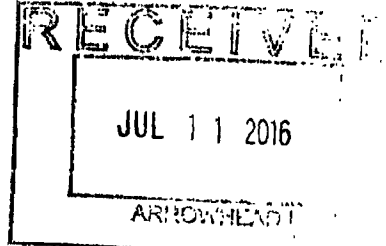
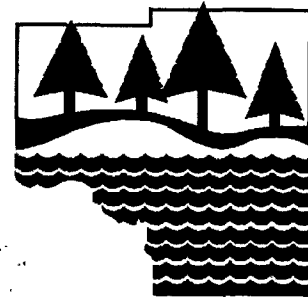
Grants Paid (Returned)		
Paid Date	Organization	Amount
03/09/2016	Grand Rapids Public Library	\$ 1,336
		\$ 1,336

There were no approved grants that were not yet paid during this statement period.

There were no other income or expenses during this statement period.

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, 2016

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

Dear Mr. Weikum:

The apportionment for June 2016 includes the following totals:

Arbo Township	\$ 3,386.67
Blackberry Township	4,346.23
Feeley Township	2,881.35
Harris Township	13,104.35
Sago Township	1,445.28
Spang Township	1,673.10
Wabana Township	4,293.36
City of Bass Brook/Cohasset	38,099.42
City of LaPrairie	1,941.34
City of Warba	464.39

TOTAL

\$71,635.49

PAID JUL 19 2016
J 51684

101-01-002-68061
Grand Rapids
Satellite

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: _____

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE SEVEN MONTHS ENDING JULY 31, 2016
With Comparative Totals for July 31, 2015

	2015 Actual	2016 Actual	2016 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	314,098	390,515	390,515	
Compensated Absences	40,062	39,670	39,670	
Emergency/unanticipated Expenditures	54,544	29,916	29,916	
Major Equipment Replacement	51,925	-	-	
TOTAL FUND BALANCE 1/1/XX	460,629	460,101	460,101	
Revenues:				
Taxes	332,619	337,307	632,999	53%
Intergovernmental	72,689	71,635	127,000	56%
Charges for Services	8,764	26,316	11,182	235%
Fines & Forfeits	7,742	7,459	14,000	53%
Blandin Grant	-	-	-	0%
GR Library Foundation	5,170	4,480	-	0%
Miscellaneous	7,866	127,110	12,500	1017%
Other Sources-Operating Transfer	-	-	-	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	434,849	574,307	797,681	72%
Expenditures:				
Personnel	308,067	328,190	586,661	56%
Supplies/Materials	47,969	36,637	87,750	42%
Other Services/Charges	64,797	69,633	123,270	56%
GRACF Library Foundation	-	114,817	-	0%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	420,833	549,277	797,681	69%
OPERATING SURPLUS (DEFICIT)	14,016	25,030	-	
Gr Rapids Library Foundation Captl Grant	-	17,599	-	0%
Capital Outlay	9,404	11,729	-	0%
Fund Balance 7/31/XX				
Cash Flow	318,710	344,470	313,570	
Compensated Absences	40,062	40,062	40,062	
Emergency/unanticipated Expenditures	54,544	54,544	54,544	
Major Equipment Replacement	51,925	51,925	51,925	
TOTAL FUND BALANCE 7/31/XX	\$ 465,241	\$ 491,001	\$ 460,101	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$32,682 as of 03/31/15. 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, 2016

Account Number	Account Description	2016 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 632,999	\$ 301,549	48%
211-00-31-00-0200	DELINQUENT	-	2,353	0%
211-00-31-00-4055	FISCAL DISPARITIES	-	33,404	0%
211-00-33-00-6300	LIBRARY CONTRACTS	127,000	71,635	56%
211-00-34-00-7960	ALS CROSS-OVERS	6,282	5,282	84%
211-00-34-00-7970	PHOTO COPIES	1,600	1,426	89%
211-00-34-00-7975	INTERNET	3,000	2,141	71%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	300	200	67%
211-00-34-00-7982	PASSPORT PROCESSING FEE	-	16,850	0%
211-00-34-00-7990	FAX MACHINE USE	-	417	0%
211-00-35-00-1030	LIBRARY FINES	14,000	7,459	53%
211-00-37-00-2310	DONATIONS	2,000	116,700	5835%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	1,000	450	45%
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	200	2,500	1250%
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	300	200	67%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,336	103%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	-	22,079	0%
211-00-37-00-2375	MEETING ROOM RECEIPTS	3,400	2,903	85%
211-00-37-00-2450	MISCELLANEOUS	1,800	1,560	87%
211-00-37-00-2455	ENERGY REBATES	-	1,140	0%
211-00-37-00-5100	INVESTMENT INCOME	2,500	320	13%
	TOTAL REVENUE	797,681	591,905	74%
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	412,058	217,996	53%
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	-	185	0%
211-00-75-10-1030	SALARY-PARTTIME	22,626	11,960	53%
211-00-75-10-1050	CONTRACTED SERVICES	3,200	10,582	331%
211-00-75-10-1210	PERA	32,601	17,128	53%
211-00-75-10-1220	FICA	26,950	13,484	50%
211-00-75-10-1250	MEDICARE	6,303	3,154	50%
211-00-75-10-1310	HEALTH INSURANCE	77,975	51,373	66%
211-00-75-10-1330	LIFE INSURANCE	221	123	55%
211-00-75-10-1335	DENTAL INSURANCE	2,027	922	45%
211-00-75-10-1347	VISION INSURANCE	-	(2)	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,700	1,286	48%
211-00-75-20-2010	OFFICE SUPPLIES	7,000	3,616	52%
211-00-75-20-2020	COPY SUPPLIES	1,000	563	56%
211-00-75-20-2030	PRINTING/BINDING	600	1,086	181%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	864	29%
211-00-75-20-2070	COMPUTER INVENTORY	2,000	-	0%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	9,000	-	0%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	375	37%
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	350	456	130%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	201	10%
211-00-75-20-2110	BOOKS	42,000	21,346	51%
211-00-75-20-2120	AUDIO/VISUAL	9,000	4,908	55%
211-00-75-20-2130	NEWSPAPERS	1,000	942	94%
211-00-75-20-2140	PERIODICALS	7,000	628	9%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	2,500	1,653	66%
211-00-75-20-2210	EQUIPMENT PARTS	300	-	0%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH JULY 31, 2016

Account Number	Account Description	2016 Budget	Year to Date	Percent of Budget
211-00-75-30-3000	PROFESSIONAL SERVICES	-	394	0%
211-00-75-30-3010	ACCOUNTING SERVICES	800	880	110%
211-00-75-30-3070	LAUNDRY	520	370	71%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	11,900	58%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	4,000	6,748	169%
211-00-75-30-3210	TELEPHONE	5,500	2,978	54%
211-00-75-30-3220	POSTAGE/FREIGHT	500	1,339	268%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	500	-	0%
211-00-75-30-3255	STAFF TRAINING	500	-	0%
211-00-75-30-3260	COMMUNITY ED PROMOTION	300	251	84%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,200	1,137	52%
211-00-75-30-3510	PUBLISHING & ADVERTISING	300	557	186%
211-00-75-30-3610	GENERAL INSURANCE	9,000	5,526	61%
211-00-75-30-3810	ELECTRICITY	30,000	14,013	47%
211-00-75-30-3840	GARBAGE REMOVAL	2,400	1,916	80%
211-00-75-30-3860	HEAT-NATURAL GAS	4,000	2,329	58%
211-00-75-30-4000	MAINTENANCE CONTRACTS	6,000	5,114	85%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	3,552	24%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	879	10%
211-00-75-30-4030	ONLINE SERVICES	3,000	2,275	76%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	6,000	7,005	117%
211-00-75-30-4100	EQUIPMENT LEASES	1,900	469	25%
211-00-75-30-4300	MISCELLANEOUS	50	-	0%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	300	-	0%
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	100	-	0%
211-00-75-50-5500	EQPT/MACH/FURN/FIX	-	11,729	0%
	TOTAL EXPENDITURES	<u>797,681</u>	<u>446,188</u>	56%
	SURPLUS REVENUES/(EXPENDITURES)	<u>-</u>	<u>145,717</u>	

FUND: PUBLIC LIBRARY
 FOR 7 PERIODS ENDING JULY 31, 2016

ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 07/31/16
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	280,066.87	280,066.87	0.00
211-00-00-00-1010	CASH	457,959.97	614,172.51	616,543.00	455,589.48
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	7,166.00	0.00	0.00	7,166.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	15,078.25	0.00	15,078.25	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	114,816.92	0.00	114,816.92
211-00-00-00-1315	DUE FROM MN FOUNDATION	0.00	0.00	0.00	0.00
211-00-00-00-1320	DUE FROM OTHER GOVERNMENTS	31,542.00	0.00	0.00	31,542.00
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	10,514.89	2,729.95	10,121.53	3,123.31
211-00-00-00-1551	PREPAID INSURANCE	0.00	11,530.00	6,725.95	4,804.05
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	25,591.72	22,179.78	3,411.94
TOTAL		522,371.11	1,048,907.97	950,715.38	620,563.70
TOTAL ASSETS					
TOTAL		522,371.11	1,048,907.97	950,715.38	620,563.70
LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	38,068.77	599,037.69	565,079.38	4,110.46
211-00-00-00-2030	SALES TAX PAYABLE	0.00	324.33	381.25	56.92
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	16,130.01	16,130.01	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	7,166.00	0.00	0.00	7,166.00
211-00-00-00-2220	DEFERRED REVENUES	905.25	905.25	0.00	0.00
TOTAL		62,270.03	616,397.28	565,460.63	11,333.38

DATE: 08/0 16
 TIME: 14:23. J
 ID: GL450000.WOW

CITY OF GI RAPIDS
 DETAILED BALANCE SHEET

AGE: 2
 FISCAL-YR: 16

FUND: PUBLIC LIBRARY
 FOR 7 PERIODS ENDING JULY 31, 2016

ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 07/31/16
TOTAL LIABILITIES					
		62,270.03	616,397.28	565,460.63	11,333.38
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	460,101.08	0.00	0.00	460,101.08
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	22,179.78	25,591.72	3,411.94
TOTAL		460,101.08	22,179.78	25,591.72	463,513.02
	FUND SURPLUS (DEFICIT)	0.00	0.00	145,717.30	145,717.30
TOTAL FUND EQUITY		460,101.08	22,179.78	171,309.02	609,230.32
TOTAL LIABILITIES AND FUND EQUITY		522,371.11	638,577.06	736,769.65	620,563.70

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 10, 2016

DATE: 08/04/2016
 TIME: 14:52:43
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/10/2016

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	248.07
0113233	AMERIPRIDE LINEN & APPAREL	56.04
0114200	ANDERSON GLASS	584.21
0118660	ARROWHEAD LIBRARY SYSTEM	248.87
0201428	BAKER & TAYLOR, INC	339.02
0221650	BURGGRAF'S ACE HARDWARE INC	3.98
0221700	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0315455	COLE HARDWARE INC	23.47
0321125	CUB FOODS STORE# 9036	86.67
0405223	DEER RIVER HIRED HANDS INC	200.00
0405500	DEMCO	80.27
0701650	GARTNER REFRIGERATION CO	2,504.00
0718010	CITY OF GRAND RAPIDS	1,354.36
0718060	GRAND RAPIDS HERALD REVIEW	193.10
1205099	LEARNING OPPORTUNITIES INC	59.95
1415377	NORTHERN BUSINESS PRODUCTS INC	261.25
1605665	PERSONNEL DYNAMICS LLC	774.80
1908570	SHOWCASES	417.96
1909510	SIM SUPPLY INC	149.03
2018680	TRU NORTH ELECTRIC LLC	182.39
2114356	UNIQUE MANAGMENT SERVICES	125.30
2209450	THE VILLAGE BOOK STORE	33.60
T001045	TAMMY SCHOTZKO	50.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 9,676.34

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0212750	BLUE CROSS & BLUE SHIELD OF MN	5,437.00
0301530	CANON USA INC	67.00
0405447	DELTA DENTAL OF MINNESOTA	175.10
0718008	GRAND RAPIDS AREA COMMUNITY	114,816.92
0718015	GRAND RAPIDS CITY PAYROLL	36,508.93
1209516	LINCOLN NATIONAL LIFE	25.50
1309199	MINNESOTA ENERGY RESOURCES	77.40
1309335	MINNESOTA REVENUE	50.80
1405850	NEXTERA COMMUNICATIONS LLC	82.87
1415479	NORTHERN DRUG SCREENING INC	20.00
1601750	PAUL BUNYAN COMMUNICATIONS	245.28
1621130	P.U.C.	2,352.09
2114750	UNUM LIFE INSURANCE CO OF AMER	16.40
2205637	VERIZON WIRELESS	60.75
2209665	VISA	731.84
2301700	WASTE MANAGEMENT	247.64
T000713	SAM MILTICH & FRIENDS	500.00

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 10, 2016

DATE: 08/04/2016
TIME: 14:52:43
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 08/10/2016

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$161,415.52
TOTAL ALL DEPARTMENTS		171,091.86

DATE: 08/05/2016
 TIME: 14:25:25
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2016

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	632,999.00	301,549.02	0.00	331,449.98	48
211-00-31-00-0200	DELINQUENT	0.00	0.00	2,353.20	0.00	(2,353.20)	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	33,404.31	0.00	(33,404.31)	100
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	632,999.00	337,306.53	0.00	295,692.47	53
TOTAL TAXES		0.00	632,999.00	337,306.53	0.00	295,692.47	53
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	71,635.49	127,000.00	71,635.49	0.00	55,364.51	56
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		71,635.49	127,000.00	71,635.49	0.00	55,364.51	56
TOTAL INTERGOVERNMENTAL		71,635.49	127,000.00	71,635.49	0.00	55,364.51	56
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	6,282.00	5,282.00	0.00	1,000.00	84
211-00-34-00-7970	PHOTO COPIES	244.77	1,600.00	1,425.99	0.00	174.01	89
211-00-34-00-7975	INTERNET	260.07	3,000.00	2,140.57	0.00	859.43	71
211-00-34-00-7980	LIBRARY FEES-PROCTORING	0.00	300.00	200.00	0.00	100.00	67
211-00-34-00-7982	PASSPORT PROCESSING FEE	1,375.00	0.00	16,850.00	0.00	(16,850.00)	100
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	109.50	0.00	417.32	0.00	(417.32)	100
TOTAL		1,989.34	11,182.00	26,315.88	0.00	(15,133.88)	235
TOTAL CHARGES FOR SERVICES		1,989.34	11,182.00	26,315.88	0.00	(15,133.88)	235

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 7 PERIODS ENDING JULY 31, 2016

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	1,218.82	14,000.00	7,458.75	0.00	6,541.25	53
TOTAL		1,218.82	14,000.00	7,458.75	0.00	6,541.25	53
TOTAL FINES & FORFEITS		1,218.82	14,000.00	7,458.75	0.00	6,541.25	53
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	116,250.43	2,000.00	116,700.43	0.00	(114,700.43)	5835
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	1,000.00	450.00	0.00	550.00	45
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	0.00	200.00	2,500.00	0.00	(2,300.00)	1250
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	300.00	200.00	0.00	100.00	67
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,336.00	0.00	(36.00)	103
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	0.00	0.00	22,079.39	0.00	(22,079.39)	100
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	0.00	3,400.00	2,903.06	0.00	496.94	85
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	214.09	1,800.00	1,560.01	0.00	239.99	87
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	1,140.00	0.00	(1,140.00)	100
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	2,500.00	319.91	0.00	2,180.09	13
TOTAL		116,464.52	12,500.00	149,188.80	0.00	(136,688.80)	1194
TOTAL MISCELLANEOUS REVENUE		116,464.52	12,500.00	149,188.80	0.00	(136,688.80)	1194
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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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:		191,308.17	797,681.00	591,905.45	0.00	205,775.55	74

EXPENSES
 GENERAL ADMINISTRATION

211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0

PERSONNEL

211-00-75-10-1010	SALARY-FULL TIME	30,180.71	412,058.00	217,995.75	0.00	194,062.25	53
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	184.85	0.00	(184.85)	100
211-00-75-10-1030	SALARY-PARTTIME	1,637.12	22,626.00	11,960.23	0.00	10,665.77	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	510.46	3,200.00	10,582.26	346.38	(7,728.64)	342
211-00-75-10-1210	PERA	2,386.36	32,601.00	17,128.38	0.00	15,472.62	53
211-00-75-10-1220	FICA	1,867.89	26,950.00	13,484.07	0.00	13,465.93	50
211-00-75-10-1250	MEDICARE	436.85	6,303.00	3,153.58	0.00	3,149.42	50
211-00-75-10-1310	HEALTH INSURANCE	3,394.86	77,975.00	51,373.35	0.00	26,601.65	66
211-00-75-10-1330	LIFE INSURANCE	18.36	221.00	122.54	0.00	98.46	55
211-00-75-10-1335	DENTAL INSURANCE	119.26	2,027.00	921.50	0.00	1,105.50	45
211-00-75-10-1347	VISION INSURANCE	0.48	0.00	(2.10)	0.00	2.10	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	171.37	2,700.00	1,285.59	0.00	1,414.41	48
TOTAL PERSONNEL		40,723.72	586,661.00	328,190.00	346.38	258,124.62	56

SUPPLIES & MATERIALS

211-00-75-20-2010	OFFICE SUPPLIES	270.54	7,000.00	3,615.64	417.96	2,966.40	58
211-00-75-20-2020	COPY SUPPLIES	35.99	1,000.00	562.58	0.00	437.42	56
211-00-75-20-2030	PRINTING/BINDING	0.00	600.00	1,086.07	0.00	(486.07)	181
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	34.99	3,000.00	864.13	0.00	2,135.87	29
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,000.00	0.00	0.00	2,000.00	0
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	9,000.00	0.00	0.00	9,000.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	374.62	0.00	625.38	37

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EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	0.00	350.00	456.02	86.67	(192.69)	155
211-00-75-20-2100	OPERATING SUPPLIES	3.98	2,000.00	201.30	(61.24)	1,859.94	7
211-00-75-20-2110	BOOKS	655.75	42,000.00	21,345.50	627.08	20,027.42	52
211-00-75-20-2120	AUDIO/VISUAL	0.00	9,000.00	4,908.23	0.00	4,091.77	55
211-00-75-20-2130	NEWSPAPERS	0.00	1,000.00	941.84	0.00	58.16	94
211-00-75-20-2140	PERIODICALS	0.00	7,000.00	627.77	0.00	6,372.23	9
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	172.50	2,500.00	1,653.12	63.36	783.52	69
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	300.00	0.00	0.00	300.00	0
TOTAL SUPPLIES & MATERIALS		1,173.75	87,750.00	36,636.82	1,133.83	49,979.35	43
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	0.00	394.42	0.00	(394.42)	100
211-00-75-30-3010	ACCOUNTING SERVICES	880.00	800.00	880.00	880.00	(960.00)	220
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	56.04	520.00	370.40	28.02	121.58	77
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	600.00	4,000.00	6,747.80	50.00	(2,797.80)	170
211-00-75-30-3210	TELEPHONE	328.23	5,500.00	2,977.63	0.00	2,522.37	54
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	500.00	1,338.61	0.00	(838.61)	268
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	500.00	0.00	0.00	500.00	0
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	251.00	0.00	49.00	84
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	125.30	2,200.00	1,136.65	(35.80)	1,099.15	50
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	264.00	300.00	557.40	73.10	(330.50)	210
211-00-75-30-3610	GENERAL INSURANCE	789.48	9,000.00	5,526.36	0.00	3,473.64	61
211-00-75-30-3810	ELECTRICITY	0.00	30,000.00	14,013.48	0.00	15,986.52	47
211-00-75-30-3840	GARBAGE REMOVAL	397.64	2,400.00	1,916.06	200.00	283.94	88
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,000.00	2,328.93	0.00	1,671.07	58
211-00-75-30-4000	MAINTENANCE CONTRACTS	2,096.00	6,000.00	5,113.99	0.00	886.01	85
211-00-75-30-4010	BUILDING MAINT/REPAIRS	766.60	15,000.00	3,551.98	107.39	11,340.63	24
211-00-75-30-4015	GROUNDNS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0

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EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	879.00	0.00	8,121.00	10
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	2,275.00	0.00	725.00	76
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	408.00	6,000.00	7,005.11	408.00	(1,413.11)	124
211-00-75-30-4100	EQUIPMENT LEASES	67.00	1,900.00	469.00	0.00	1,431.00	25
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		8,478.29	123,270.00	69,632.82	1,710.71	51,926.47	58
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	11,728.51	0.00	(11,728.51)	100
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	11,728.51	0.00	(11,728.51)	100
TOTAL GENERAL ADMINISTRATION		50,375.76	797,681.00	446,188.15	3,190.92	348,301.93	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 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

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EXPENSES							
BLANDIN GRANT							
211-00-95-00-5755	BLNDIN GRANT-#G2006-0140 ADULT	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5760	BLANDIN GRANT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		50,375.76	797,681.00	446,188.15	3,190.92	348,301.93	56
TOTAL FUND REVENUES		191,308.17	797,681.00	591,905.45	0.00	205,775.55	74
TOTAL FUND EXPENSES		50,375.76	797,681.00	446,188.15	3,190.92	348,301.93	56
FUND SURPLUS (DEFICIT)		140,932.41	0.00	145,717.30			
TOTAL ALL FUND REVENUES		191,308.17	797,681.00	591,905.45	0.00	205,775.55	74
TOTAL ALL FUND EXPENSES		50,375.76	797,681.00	446,188.15	3,190.92	348,301.93	56
ALL FUND SURPLUS (DEFICIT)		140,932.41	0.00	145,717.30			

Directors Report: August 10 , 2016

Agenda Items

Ehalt Bequest

The check was delivered to the Community Foundation for deposit in the Library Foundation Endowment fund on Monday, July 18. Several Library Foundation Board members, Library Board members and I are meeting with Chris Fulton to talk about some publicity for the endowment fund.

Budget

Update: We do NOT have a built-in operating surplus of \$15,000, as was indicated on our financial report last month. According to the Finance Department, the Levy for the library was adopted at the lower rate, but that change did not get entered into the accounting system. I met with Tom Pagel, and he said replacing the green roof on the Energy Center can be paid for using Stormwater fees.

Temporary help

We asked 3 of the candidates for the clerk position if they would be willing to be trained as substitutes, and they agreed. We will invite them for training in August. We will use Personnel Dynamics for the temporary intermittent help.

Updates:

Telepresence unit: The unit is now working, although we have not had a chance to try connecting with someone in the school district or trying one of the remote learning opportunities. I have not heard an update on the effort toward a contract to use Web-Ex, which will provide the opportunity for a remote user to use a computer, rather than requiring another unit.

Minnesota Library Association Annual Conference

The conference is in Duluth this year at the end of September, so the Friends of the Library has offered to underwrite attendance by staff. I have not had responses from all of the staff yet as to whether or when they would like to attend. I volunteered to do a presentation on Libraries as Passport Acceptance Facilities, so I will be attending and presenting on Thursday the 29th

There are sessions that are geared specifically for Library Trustees if you are interested in attending.

<http://www.mnlibraryassociation.org/page/2016AnnualConv>

Express Checkout unit replacement

Our express checkout unit was purchased in 2008 and is no longer supported, so is due for replacement. It is in the City's CIP budget for this year, so I am attempting to get quotes for replacing it with a basic system that will sit on the circulation desk.

Building issues

2 glass panels in the North windows in the children's area required replacing because there was moisture collecting between the 2 panes of glass.

I am getting quotes for repairing and recovering the large wooden chairs throughout the library. Sheffield's Upholstery in Deer River and the Itasca Upholstery Center in Grand Rapids both came in to measure. Ballpark estimates are from \$250 - \$325/chair depending on fabric and style of chair. There are 24 chairs.

The back door has been sticking lately, either not closing and latching completely or sticking closed and being difficult to open. Everett came and adjusted the latch, which helped. He also pointed out that the door frame and the bottom of the window frame next to it is rusting and will need to be replaced at some point.

Ojibwe Language Project

The Grand Rapids Human Rights Commission is interested in following Bemidji's example of putting up bi-lingual signs around town. Several members visited on Wednesday to see what might work in the library. Adding words to existing signs for restrooms, room names and signs on kiosks would be easy and inexpensive. One idea is to have an artist create a large painting above the doors into the library that says Welcome in English and Ojibwe, along with a mural or other designs. That would obviously cost more and require more time. I have had a couple of conversations with the Branch Manager at the Bemidji Public Library and the Library Director at the Leech Lake Tribal College to learn what, if anything they have for bi-lingual signs.

Assistant Director's Report August 2016

Teens

*Teen Advisory Board
July 26, 2016*

Members present: Paige C.

Paige and I talked about the kiosk in the young adult area. We worked on updating it.

Teen Photo Contest was held during July. There were 6 teens that participated.

General Category Winners

1st Place "Light and Shadow" Grace Sevigny

2nd Place "The Yellow Leaf" Mackenzie Hebeisen

3rd Place "Wild Purple Iris" Arianna Erickson

Read for the Win Category Winner

1st Place "I'm Going to Crush It (after this chapter)" Emma Owens

Teen Summer Reading finished in July. There were 24 teens that read 1,500 pages and 24 that read 2,000.

July Anime Club had 7 participants.

Operations

Friends of the Library met in early August. They have offered to pay for staff to attend the Minnesota Library Association annual meeting in Duluth Sept. 29 and 30. They are still selling \$5.00 raffle tickets for the wall hanging. Get your ticket today for a chance to win the wall hanging! Tickets are at the reference desk. The sink in the book store will be taken out.

The lobby display case has the photos which were entered in the Photo Contest.

To coincide with the car show/swap meet we put a display of car books on the table going to the children's area.

Staff

I continue to be the staff liaison for the City's Arts and Culture Commission. Currently the Commission is in the final stages of planning a Riverfront Feasibility Study. They put out a RFP, interviewed firms and are trying to secure funding to pay a firm to help with the study.

Michelle attended training at ALS for cataloging.

John and Deb attended training at ALS for Horizon basics.

CIRCULATION						Express Check outs % of total c/o	July
Check-outs	12,595	85,232	YTD 2015	90,826	3,204	25.44%	
Total Circulation	14,275	97,237	YTD 2015	102,798			
Returns	14,575	95,720	YTD 2015	100,006			
New cards	128	779	YTD 2015	688			

Door count 11843

TECHNICAL PROCESSES				
Books cataloged and processed	644	3,709	YTD 2015	4,405
Withdrawn copies	98	4,542	YTD 2015	2,634

REFERENCE						
tests proctored	615	5,341	YTD 2015	5,109		
computer help over 5 minutes	14	57	YTD 2015	67		
Passports	68	353	YTD 2015	239		
INTERNET						
Pharos sessions ***	1,140	790	YTD 2015	8,795	5,561	7,842
						4,498

Non-Pharos sessions	155	953
VOLUNTEERS		
	HOURS	YTD HOURS
	47	348.00
		1815.00

MEETING ROOM		
COMMUNITY ROOM/GSR	30	YTD GROUPS
		277

PROGRAMS & TOURS							
BOOK TIME	3	135	YTD 2015 programs	38	869		
SATURDAY STORY TIME	8	158	YTD 2015 programs	48	1,089		
CLASS VISITS	0	0	YTD 2015 programs	25	904		
NON SCHOOL GROUPS	0	0	YTD 2015 programs	1	20		
CHILDREN'S PROGRAMS	7	287	YTD 2015 programs	26	755		
TEEN PROGRAMS	5	47	YTD 2015 programs	22	273		
Total Youth Programs	23	627	YTD 2015 programs	160	3,910		
Total Adult Programs	4	165	YTD 2015 programs	31	707		

BOOKINGS & ARRANGEMENTS			
	HRS THIS MONTH	YTD 2015	
TOTALS	8.5	48.5	59.5

Children's Library Summary July 2016

What a great month in the Children's Library! Lots of programs and lots of participants!

Lego Club continued this month, growing in attendance almost every week. The results of each week's meeting were displayed in the glass case in the lobby until the next meeting. There were some very impressive creations. Tracy will continue the club monthly during the school year.

Thursday, July 14, we welcomed local musician and song writer, Jonathon Shields, to the KAXE tent. Although attendance was low (24) due to the weather, the music was great!

Betsy Whirley continued her art series this month. And Michelle and Trish led another cake decorating class. Kids really enjoy both of these summer traditions!

My Summer Monday Book Time ended on July 25. We averaged 32 children each week for seven weeks, and had so much fun! Dion Holcomb-Card has been my helper for many years, and she does a great job of getting snacks and juice ready, helping with crafts as needed, cleaning up afterward, and making sure we get an accurate head count.

On Wednesday, July 27, Professor Marvel's Magic of the Olympics show was here to share some amazing, interactive magic tricks, and some of his favorite books! Seventy-four boys, girls, parents and grandparents attended this Kids' Stuff event, brought to us by the Arrowhead Library system.

We wrapped up the month with an amazing concert in the KAXE/Rotary tent, featuring Sam Miltich, Charmin Michelle, and Friends. There were 75 people, mostly adults, in attendance.

Saturday, July 30, was the last day to sign up for the summer reading program. We ended this summer with 896 children signed up. Participants have till August 31 to return their completed activity log and choose their free book. Our goal this year is to have 400 children return their completed logs – setting a new record in this Olympic year!

Looking ahead:

- Thursday, August 2: "Flying Words." The artists of the Creativity Tank will be here to guide boys and girls in making their own Olympic banner. This is a Legacy event.
- Friday, August 5: The first of three Fun Family Fridays. Dates are August 12 and 19.
- Thursday, August 11: join local musician, Mike Miller, in the KAXE/Rotary tent. Bring something to sit on, and your lunch, if you want. Cool treats will be served.

BAKER & TAYLOR

the future delivered

INVOICE

INVOICE #: 2032036178
 INVOICE DATE: 05/23/16
 ACCOUNT #: 209977 L025981 2 B00000
 ATIS #: MOM9802480
 PAGE: 001

FED TAX ID: MOMENCE
 SHIPPED FROM: 800.340.5370/INTL 704.998.3399
 CUSTOMER SERVICE: 00 0000000000000000
 CREDIT:
 GST/TAX ID#: PU#:

GRAND RAPIDS AREA LIBRARY
 140 NE 2ND STREET
 GRAND RAPIDS MN 55744

BILL TO: ACCOUNT #: 209977 L025981 2 B00000
 SAN #: GRAND RAPIDS AREA LIBRARY
 NAME: 140 NE 2ND STREET
 ADDRESS: GRAND RAPIDS MN 55744

SHIP TO: ACCOUNT #: 209977 L025981 2 000000
 SAN #: 3085937 0001
 NAME: GRAND RAPIDS AREA LIBRARY
 ADDRESS: 140 NE 2ND STREET
 GRAND RAPIDS MN 55744

ALL CLAIMS MUST BE MADE WITHIN 45 DAYS OF INVOICE. RETURN AUTHORIZATION REQUIRED. NOT RESPONSIBLE FOR GOODS SENT UNINSURED.

QTY	TITLE	BT ORDER #	CUSTOMER PO #	AUTHOR	FUND #	TYPE	ISBN	PUB.	PRICE	DISC.	NET PRICE	EXTENDED PRICE
1	SMOKE	71129331	AMYMAR16	VYLETA, DAN		HRD	9780385540162	RANDO	27.95	44.6%	15.48	15.48
1	SORCERERS DAUGHTER	69859359	AYAT	BROOKS, TERRY		HRD	0385540167	RANDO	28.00	44.6%	15.51	15.51
1	CITY OF MIRRORS	69859359	AYAT	CRONIN, JUSTIN		HRD	0345540824	RANDO	28.00	44.6%	15.51	15.51
1	TRIBE ON HOMEWORKING AND BELONGING	70453127	AYNF	JUNGER, SEBASTI		HRD	03455505002	RANDO	22.00	44.6%	12.19	12.19
1	SOCCER ON SUNDAY	70072518	CATS	OSBORNE, MARY P		PAP	1455566381	RANDJ	4.99	35.1%	3.24	3.24
1	LAST STAR	69859359	CATS	YANCEY, RICK		HRD	0307980561	PENGJ	18.99	44.6%	10.52	10.52
1	KIDS GUIDE TO AWESOME DUCT TAPE PROJECTS	70792768	JUVNFMY16	INSTRUCTABLES.C		HRD	0399162437	PRUEN	14.95	44.6%	8.28	8.28
1	SECONDHAND TIME THE LAST OF THE SOVIETS	71283377	WHAYH16	ALEXIEVICH, SVE		HRD	1629148016	RANDO	30.00	44.6%	16.62	16.62
1	TED TALKS THE OFFICIAL TED GUIDE TO PUBL	71283377	WHAYH16	ANDERSON, CHRIS		HRD	9780544634497	HOUGH	28.00	44.6%	15.51	15.51
9	PAGE TOTAL											112.86
												USD CURRENCY

BAKER & TAYLOR

the future delivered

INVOICE

INVOICE #: 2032036178
 INVOICE DATE: 05/23/16
 ACCOUNT #: 209977 L025981 2 800000
 ATS #: HOM9802480
 PAGE: 002

QTY	TITLE	BT ORDER #	CUSTOMER PO #	AUTHOR	FUND #	TYPE	ISBN	PUB.	PRICE	DISC.	NET PRICE	EXTENDED PRICE
						CUST REF #	ISBN-10			VAS		
1	1ST WOMEN THE GRACE AND POWER OF AMERICA	71283377	WMAYH16	BROWER, KATE AN		HRD	9780062439659	HARPE	28.99	44.6%	16.06	16.06
1	MORGUE A LIFE IN DEATH	71283377	WMAYH16	DI MATO, VINCENT		HRD	9781250067142	STMAR	26.99	44.6%	14.95	14.95
1	LONGEVITY BOOK THE SCIENCE OF AGING THE	71283377	WMAYH16	DIAZ, CAMERON		HRD	9780062375186	HARPE	27.99	44.6%	15.51	15.51
1	LOVE THAT BOY WHAT 2 PRESIDENTS 8	71283377	WMAYH16	FOURNIER, RON		HRD	9780804140485	RANDO	26.00	44.6%	14.40	14.40
1	1 BIG FAMILY	71283377	WMAYH16	HARSHMAN, MARC		SAL	9780802853882	EERDJ	17.00	20.1%	13.58	13.58
1	KILLING OF OSAMA BIN LADEN	71283377	WMAYH16	HERSH, SEYMOUR		HRD	9781784784362	RANDO	19.95	44.6%	11.05	11.05
1	BREAKING THROUGH BIAS COMMUNICATION TECH	71283377	WMAYH16	KRAMER, ANDREA		HRD	97816229561042	PRUEN	27.95	44.6%	15.48	15.48
1	VALLANT AMBITION GEORGE WASHINGTON BENED	71283377	WMAYH16	PHILBRICK, NATH		HRD	9780525426783	PENGU	30.00	44.6%	16.62	16.62
1	RED PLATOON A TRUE STORY OF AMERICAN VAL	71283377	WMAYH16	ROMESHA, CLINTO		HRD	9780525955054	PENGU	28.00	44.6%	15.51	15.51
1	5 EASY THESESE COMMONSENSE SOLUTIONS T	71283377	WMAYH16	STONE, JAMES		HRD	9780544749009	HOUGH	26.00	44.6%	14.40	14.40
1	SONG POET A MEMOIR OF MY FATHER	71283377	WMAYH16	YANG, KAO KALIA		HRD	9781627794947	HOLTH	27.00	44.6%	14.96	14.96
11							1627794948					162.52
20												275.38

TOTAL AMOUNT DUE 275.38

REMIT TO: BAKER & TAYLOR
 P.O. BOX 277930
 ATLANTA, GA 30364-7930
 NEW REMITTANCE ADDRESS

TERMS: 00-NET 30 DAYS
 AMOUNTS BILLED IN USD

PLEASE INDICATE INVOICE # ON YOUR REMITTANCE

PAGE TOTAL
 USD CURRENCY
 SUB TOTAL
 USD CURRENCY

BAKER & TAYLOR RETURN AUTHORIZATION FORM

FROM:

GRAND RAPIDS AREA LIBRARY
 ACCOUNT #: L025981-00000
 ATS #: MOM9802480BT
 140 NE 2ND STREET
 GRAND RAPIDS MN 55744

TO:

Baker & Taylor
 Dept R
 251 Mt. Olive Church Road
 Commerce, GA 30599

CUSTOMER NAME:
 GRAND RAPIDS AREA LIBRARY
 140 NE 2ND STREET
 GRAND RAPIDS MN 55744

ACCOUNT #: L025981-00000
 CUSTOMER PO #: *VARIOUS PO-S*

PACK DATE: 5/23/16

* RTA #

MOM9802480BT



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CONTAINER: 355911649 - 000

PAGE: 1

QTY	REASON CODE	TITLE	ISBN - 13 DIGIT	ISBN - 10 DIGIT
		BREAKING THROUGH BIAS COMMUNICATION TECH	9781629561042	1629561045
		CITY OF MIRRORS	9780345505002	034550500X
		KIDS GUIDE TO AWESOME DUCT TAPE PROJECTS	9781629148014	1629148016
		KILLING OF OSAMA BIN LADEN	9781784784362	1784784362
		LAST STAR	9780399162435	0399162437
		LONGEVITY BOOK THE SCIENCE OF AGING THE	9780062375186	0062375180
		LOVE THAT BOY WHAT 2 PRESIDENTS 8	9780804140485	0804140480
		MORQUE A LIFE IN DEATH	9781250067142	1250067146
		RED PLATON A TRUE STORY OF AMERICAN VAL	9780525955054	0525955054
		SECONDHAND TIME THE LAST OF THE SOVIETS	9780399588808	0399588809
		SMOKE	9780385540162	0385540167
		SOCCER ON SUNDAY	9780307980564	0307980561
		SONG POET A MEMOIR OF MY FATHER	9781627794947	1627794948
		SORCERERS DAUGHTER	9780345540829	0345540824
		TED TALKS THE OFFICIAL TED GUIDE TO PUBL	9780544634497	0544634497
		TRIBE ON HOMECOMING AND BELONGING	978145566389	145566381
		VALIANT AMBITION GEORGE WASHINGTON BENE	9780525426783	0525426787
		1 BIG FAMILY	9780802853882	0802853889
		1ST WOMEN THE GRACE AND POWER OF AMERICA	9780062439659	0062439650
		5 EASY THESESE COMMONSENSE SOLUTIONS T	9780544749009	0544749006

REASON CODES:

DAM - DAMAGED
 DEF - DEFECTIVE
 NC - INCORRECT QUANTITY/BINDING/EDITION/PROCESSING ETC.
 REQ - CUSTOMER REQUEST

IMPORTANT:

* IF ACCOUNT # PREFIX IS ANYTHING OTHER THAN "T", CALL CUSTOMER SERVICE FOR AN RTA # - Donna.elam@baker-taylor.com
 ALL CLAIMS MUST BE MADE WITHIN 45 DAYS FROM RECEIPT OF GOODS.
 USE THIS FORM FOR MAKING RETURNS OTHER THAN OVERSTOCK.

Board member
its adoption:

introduced the following resolution and moved for

RESOLUTION NO. 2016-07
A RESOLUTION ACCEPTING DONATIONS

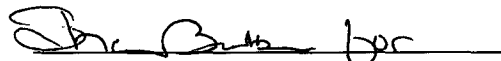
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and


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 TOPS MN # 793 for 2015-2016 *Nutrition Action* magazine

Adopted this 10 day of August 2016


Dennis Jerome, President


Jean MacDonell, Secretary

Board member
following voted in favor thereof:

seconded the foregoing resolution and the

And the following voted against same:

And the following abstained:

Whereby the resolution was declared duly passed and adopted.

Grand Rapids Area Library Regular Board Meeting August 10, 2016

Call to Order: The monthly board meeting was called to order at 5:02 PM by Shannon Benolken

Roll Call:

- **Members Present:** Shannon Benolken Mary Helen Haarklau, , Max Peters, Lisa Tabbert, and Randy McCarty
- **Members Absent:** Dennis Jerome, Deborah Kee, Jean MacDonell
Susan Zeige
- **Staff Present:** Director Marcia Anderson

Public Comment:

Agenda: Randy McCarty moved to approve the agenda. A second was made by Lisa Tabbert. The motion passed unanimously.

Minutes: In the absence of minutes from July, the item was tabled until the September meeting.

Communications: Minnesota Foundation Quarterly Report and Itasca County Tax Revenue Transmittal Letter

Financial Report:

**The Grand Rapids Area Library Bill List
Invoices Due On/Before August 10, 2016**

NAME	AMOUNT DUE
AMAZON.COM	248.07
AMERIPRIDE LINEN & APPAREL	56.04
ANDERSON GLASS	584.21
ARROWHEAD LIBRARY SYSTEM	248.87
BAKER & TAYLOR, INC	339.02
BLUE CROSS & BLUE SHIELD OF MN	5437.00
BURGGRAF'S ACE HARDWARE INC	3.98
BUSY BEES QUALITY CLEANING	1,700.00
CANON USA INC	67.00
COLE HARDWARE INC	23.47
CUB FOODS STOR #9036	86.67
DEER RIVER HIRED HANDS INC	200.00
DELTA DENTAL OF MINNESOTA	175.10
DEMCO	80.27
GRAND RAPIDS AREA COMMUNITY FNDDN	114,816.92
CITY OF GRAND RAPIDS	1,354.36
GRAND RAPIDS CITY PAYROLL	36,508.93
GRAND RAPIDS HERALD REVIEW	193.10
LEARNING OPPORTUNITIES INC	59.95
LINCOLN NATIONAL LIFE	25.50
MINNESOTA ENERGY RESOURCES	77.40
MINNESOTA REVENUE	50.80
NEXTERA COMMUNICATIONS LLC	82.87
NORTHERN BUSINESS PRODUCTS INC	261.25
NORTHERN DRUG SCREENING INC	20.00
PAUL BUNYAN COMMUNICATIONS	245.28
PERSONNEL DYNAMICS LLC	774.80
P.U.C.	2352.09
SHOWCASES	417.96
SIM SUPPLY INC	149.03
TRU NORTH ELECTRIC LLC	182.39
UNIQUE MANAGMENT SERVICES	125.30
UNUM LIFE INSURANCE CO OF AMER	16.40
VERIZON WIRELESS	60.75
VISA	731.84
VILLAGE BOOKSTORE	33.60
WASTE MANAGEMENT	247.64
SAM MILTICH & FRIENDS	500.00
TAMMY SCHOTZKO	50.00
TOTAL ALL VENDORS:	171,091.86

Randy McCarty moved to approve the financial report and payment of bills as listed. A second was made by Max Peters. On a roll call vote the motion passed unanimously.

Staff Reports:

- ***Director's Report:***
- ***Assistant Director's Report:***

Old Business:

Budget. Board members discussed possibility of doing exterior siding maintenance and staining this year and deferring other projects to next year, or doing smaller projects this year and the siding in 2017. The consensus was that since some of the items on the list have been deferred for several years already, and some involve safety and security issues, it would be better to do the smaller projects this year and do the staining next year. Board members were invited to attend the Council Budget workshop on Monday, August 15. Randy and Max will try to attend.

New Business:

- ***Consent Agenda:***
 1. **Approve payment of late bills**
 - a. Baker & Taylor 275.38
 2. **Approve Contracts and payment to presenters**
 3. **Approve Resolution 2015-07 Accepting Donations**
\$42 from TOPS MN # 793 for 2015-2016 *Nutrition Action* magazine

Randy McCarty moved to approve the consent agenda. A second was made by Max Peters. On a roll call vote the motion passed unanimously.

- ***Regular Agenda:***
 1. Randy McCarty moved to authorize getting quotes to repair/replace back door frame with the preference that it be done this fall. Second by Mary Helen Haarklau. The motion passed unanimously

Adjourn: The monthly board meeting was adjourned at 5:57 PM by Shannon Benolken

Grand Rapids Area Library Regular Board Meeting July 13, 2016

Call to Order: The monthly board meeting was called to order at 5:01 PM by Shannon Benolken.

Roll Call:

- Members Present: Shannon Benolken, Randy McCarty, Max Peters, Susan Zeige, Lisa Tabbert, Jean MacDonnell, and Mary Helen Haarklau
- Members Absent: Dennis Jerome and Deborah Kee

Public Comment: (none)

Agenda: Randy McCarty moved to approve the agenda. A second was made by Max Peters. The motion passed unanimously.

Minutes: Sue Ziege moved to approve the minutes from the June 8, 2016 board meeting. A second was made by Jean MacDonnell. The motion passed unanimously. Randy McCarty moved to approve the minutes from the June 22, 2016 special board meeting. A second was made by Mary Hellen Haarklau. The motion passed unanimously.

Communication: (none)

Financial Report:

The Grand Rapids Area Library Bill List

Invoices Due On/Before July 13, 2016

NAME	AMOUNT DUE
AMAZON.COM	268.46
AMERIPRIDE LINEN & APPAREL	84.06
ANDERSON GLASS	50.00
ARROWHEAD LIBRARY SYSTEM	55.26
BAKER & TAYLOR, INC	2249.87
BAKER & TAYLOR ENTERTAINMENT, INC	44.01
LEAGUE OF MN CITIES INS TRUST	86.00
BLACKSTONE AUDIO, INC	441.96
BLUE CROSS & BLUE SHIELD OF MN	4293.00
BUSY BEES QUALITY CLEANING	1,700.00
CANON USA INC	134.00
DELTA DENTAL OF MINNESOTA	175.10

DEMCO	176.77
FIDELITY SECURITY LIFE INS CO	12.52
GRAND RAPIDS CITY PAYROLL	34620.88
GRAND RAPIDS HERALD REVIEW	100.30
BONNIE HENRIKSEN	21.75
INVEST EARLY PROJECT	800.00
JUNIOR LIBRARY GUILD	28.00
LINCOLN NATIONAL LIFE	35.20
MINNESOTA ENERGY RESOURCES	347.25
MINNESOTA REVENUE	41.29
NEXTERA COMMUNICATIONS LLC	82.93
NORTHERN BUSINESS PRODUCTS INC	968.62
PAUL BUNYAN COMMUNICATIONS	490.72
PERSONNEL DYNAMICS LLC	3814.24
P.U.C.	2473.47
RECORDED BOOKS	6.95
MICHAEL RUSSELL	1095.00
SVL SERVICE CORPORATION	2595.00
ST PAUL PIONEER PRESS	227.76
SIM SUPPLY INC	369.56
TOONSTRA PSYCHOLOGICAL SERVICE	350.00
TRU NORTH ELECTRIC LLC	75.25
UNIQUE MANAGMENT SERVICES	545.95
UNUM LIFE INSURANCE CO OF AMER	16.40
VERIZON WIRELESS	164.83
VISA	219.45
WASTE MANAGEMENT	248.41
ZIPLOCAL	264.00
DEB CLEVEN	82.00
MICHAEL JOHN MILLER	100.00
TOTAL ALL VENDORS:	61.706.44

Max Peters moved to approve the financial report and payment of bills as listed. A second was made by Randy McCarty. On a roll call vote the motion passed unanimously

Staff Reports:

- **Director's Report:**
- **Assistant Director's Report:**

Old Business: (none)

New Business:

Consent Agenda:

- **Approve payment of late bills (none)**
- **Approve Contracts and payment to presenters**

- Dean Klinkenberg \$150, Aug 11 program, Mississippi River environmental & cultural issues
- **Approve Resolution 2015-05 Accepting Donations**
 - \$25 from Karla and Allan Kosel to purchase books in honor of Phyllis Scherf
 - \$1920 from Grand Rapids Area Library Fndtn for Saturday Story Times May – August
 - \$1000 from John and Gina Hawkinson Advised Fund – unrestricted
 - \$20 from Eric Oberg – unrestricted
 - \$25 from Dennis and Jeanne Legan for magazines
- **Approve Resolution 2015-06 Accepting Donations/Bequest**
 \$114,816.92 from the Estate of Gary Dwayne Ehalt to be used for an endowment for materials and programs for children

Jean MacDonell moved to approve the consent agenda with the correction. A second was made by Lisa Tabbert. On a roll call vote the motion passed unanimously.

Regular agenda

1. Randy McCarty moved to Approve transfer of funds received from Gary Ehalt Estate to the Grand Rapids Area Community Foundation for the Grand Rapids Area Library Foundation endowment fund. Jean MacDonell second. The motion passed unanimously
2. Randy McCarty moved to adopt draft Budget for 2017, which includes major expense of staining the exterior siding and replacing the living green roof on the energy building, and replacing 8 computers. Max Peters second. The motion passed unanimously. Board members will be notified of meetings with City Council and are invited to attend.
3. Discuss Educational Dashboard upgrade
 - a. Consensus was that \$20,000 is too much to spend to upgrade Dashboard. Do we own source code or is it a license? How much is it used?

Adjourned: Jean MacDonnell moved to approve the end of the meeting. A second was made by Mary Hellen Haarklau. Meeting adjourned at 5:43PM

.. Title

Consider accepting quote from Tech Logic for purchase of Self Checkout for Library

..Body

Background Information:

The Library has been using a Self Checkout computer system since December of 2008. The self checkout computer connects to the Regional Catalog Server at ALS and allows patrons to check out their own materials, handling approximately 25% of the items checked out, or roughly 2500 - 3500 items each month. People increasingly prefer self-service and are happy to use it. The existing unit is past the end of its expected life span and is no longer being supported. It is becoming increasingly prone to error and disconnects.

Library staff worked with IT staff and Regional Library staff to identify models that are compatible with the IT systems within the building and with the Regional Catalog Server SIP2 connection.

Recommendations were also solicited from other libraries using the same Horizon Catalog server.

Quotes were provided by Bibliotecha/3M and Tech Logic.(attached)

Tech Logic provided the low quote of \$4,142.

The equipment from Tech Logic meets all of the requirements and provides easy to use hardware and software with the functionality we need.

This is a budgeted item in the CIP for 2016.

Staff Recommendation:

Staff recommends accepting quote from Tech Logic for purchase and installation of Self-Checkout computer system, as budgeted in the CIP

Requested City Council Action

Make a motion to accepting low quote of \$4142 from Tech Logic Inc. for the purchase of a Self-Checkout Unit for the Library.

Minnesota Department of
Education

1500 Highway 36 West
Roseville, MN 55113-4266

651-582-8200

Board President
Grand Rapids Area Library
140 NE 2nd Street
Grand Rapids 55744

September 9, 2016

Dear Board President:

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Minnesota Department of Education no later than April 1 each year. State Library Services appreciates your timely submission and accepts the library's report for 2015.

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

In 2015, patrons made 24,340,258 visits to Minnesota's 355 public libraries. Digital collections—e-books, audiobooks and videos—grew to 651,858 items which were downloaded 4,806,123 times, a 20% increase from the previous year. Public libraries offered 64,251 programs which attracted 1,457,550 children, teens and adults. As community gathering places, libraries hosted 59,597 public meetings, a 5% increase from the previous year.

Report data for all Minnesota public libraries is accessible from the State Library Services Statistics page (<http://education.state.mn.us/MDE/dse/Lib/sls/stat/>).

Thank you for your library's contribution. We look forward to working with you for the 2016 report.

Sincerely,

Joe Manion

Joseph Manion | Library Development and Services Specialist
joe.manion@state.mn.us

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE EIGHT MONTHS ENDING AUGUST 31, 2016
With Comparative Totals for August 31, 2015

	2015 Actual	2016 Actual	2016 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	314,098	390,515	390,515	
Compensated Absences	40,062	39,670	39,670	
Emergency/unanticipated Expenditures	54,544	29,916	29,916	
Major Equipment Replacement	51,925	-	-	
TOTAL FUND BALANCE 1/1/XX	460,629	460,101	460,101	
Revenues:				
Taxes	332,619	337,307	632,999	53%
Intergovernmental	72,737	71,635	127,000	56%
Charges for Services	9,278	28,686	11,182	257%
Fines & Forfeits	8,634	8,701	14,000	62%
Blandin Foundation Grant	-	-	-	0%
GR Library Foundation	5,170	4,480	-	0%
Miscellaneous	35,240	128,355	12,500	1027%
Other Sources-Operating Transfer	-	-	-	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	463,678	579,164	797,681	73%
Expenditures:				
Personnel	349,487	371,130	586,661	63%
Supplies/Materials	55,558	43,853	87,750	50%
Other Services/Charges	72,658	78,139	123,270	63%
GRACF Library Foundation	-	114,817	-	0%
Blandin Grant	-	-	-	0%
TOTAL EXPENDITURES	477,703	607,939	797,681	76%
OPERATING SURPLUS (DEFICIT)	(14,025)	(28,775)	-	
Gr Rapids Library Foundation Captl Grant	-	17,599	-	0%
Capital Outlay	22,584	13,800	-	0%
Fund Balance 8/31/XX				
Cash Flow	277,490	365,539	390,515	
Compensated Absences	40,062	39,670	39,670	
Emergency/unanticipated Expenditures	54,544	29,916	29,916	
Major Equipment Replacement	51,925	-	-	
TOTAL FUND BALANCE 8/31/XX	\$ 424,021	\$ 435,125	\$ 460,101	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$30,487 as of 06/30/16 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 **AUGUST 31, 2016**

Account Number	Account Description	2016 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 632,999	\$ 301,549	48%
211-00-31-00-0200	DELINQUENT	-	2,353	0%
211-00-31-00-4055	FISCAL DISPARITIES	-	33,404	0%
211-00-33-00-6300	LIBRARY CONTRACTS	127,000	71,635	56%
211-00-34-00-7960	ALS CROSS-OVERS	6,282	5,282	84%
211-00-34-00-7970	PHOTO COPIES	1,600	1,670	104%
211-00-34-00-7975	INTERNET	3,000	2,553	85%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	300	215	72%
211-00-34-00-7982	PASSPORT PROCESSING FEE	-	18,475	0%
211-00-34-00-7990	FAX MACHINE USE	-	491	0%
211-00-35-00-1030	LIBRARY FINES	14,000	8,701	62%
211-00-37-00-2310	DONATIONS	2,000	116,742	5837%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	1,000	450	45%
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	200	2,653	1326%
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	300	200	67%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,336	103%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	22,079	0%
211-00-37-00-2375	MEETING ROOM RECEIPTS	3,400	3,140	92%
211-00-37-00-2450	MISCELLANEOUS	1,800	1,909	106%
211-00-37-00-2455	ENERGY REBATES	-	1,140	0%
211-00-37-00-5100	INVESTMENT INCOME	2,500	784	31%
	TOTAL REVENUE	797,681	596,763	75%
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	412,058	248,984	60%
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	-	185	0%
211-00-75-10-1030	SALARY-PARTTIME	22,626	13,619	60%
211-00-75-10-1050	CONTRACTED SERVICES	3,200	11,211	350%
211-00-75-10-1210	PERA	32,601	19,577	60%
211-00-75-10-1220	FICA	26,950	15,403	57%
211-00-75-10-1250	MEDICARE	6,303	3,602	57%
211-00-75-10-1310	HEALTH INSURANCE	77,975	55,912	72%
211-00-75-10-1330	LIFE INSURANCE	221	141	64%
211-00-75-10-1335	DENTAL INSURANCE	2,027	1,041	51%
211-00-75-10-1347	VISION INSURANCE	-	(2)	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,700	1,457	54%
211-00-75-20-2010	OFFICE SUPPLIES	7,000	4,609	66%
211-00-75-20-2020	COPY SUPPLIES	1,000	946	95%
211-00-75-20-2030	PRINTING/BINDING	600	1,131	189%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	1,308	44%
211-00-75-20-2070	COMPUTER INVENTORY	2,000	273	14%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	9,000	-	0%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	375	37%
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	350	456	130%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	201	10%
211-00-75-20-2110	BOOKS	42,000	25,139	60%
211-00-75-20-2120	AUDIO/VISUAL	9,000	5,924	66%
211-00-75-20-2130	NEWSPAPERS	1,000	942	94%
211-00-75-20-2140	PERIODICALS	7,000	628	9%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	2,500	1,920	77%
211-00-75-20-2210	EQUIPMENT PARTS	300	-	0%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **AUGUST 31, 2016**

Account Number	Account Description	2016 Budget	Year to Date	Percent of Budget
211-00-75-30-3000	PROFESSIONAL SERVICES	-	394	0%
211-00-75-30-3010	ACCOUNTING SERVICES	800	880	110%
211-00-75-30-3070	LAUNDRY	520	454	87%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	13,600	67%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	4,000	7,155	179%
211-00-75-30-3210	TELEPHONE	5,500	3,533	64%
211-00-75-30-3220	POSTAGE/FREIGHT	500	1,519	304%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	500	-	0%
211-00-75-30-3255	STAFF TRAINING	500	70	14%
211-00-75-30-3260	COMMUNITY ED PROMOTION	300	251	84%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,200	1,172	53%
211-00-75-30-3510	PUBLISHING & ADVERTISING	300	557	186%
211-00-75-30-3610	GENERAL INSURANCE	9,000	6,316	70%
211-00-75-30-3810	ELECTRICITY	30,000	17,254	58%
211-00-75-30-3840	GARBAGE REMOVAL	2,400	2,214	92%
211-00-75-30-3860	HEAT-NATURAL GAS	4,000	2,378	59%
211-00-75-30-4000	MAINTENANCE CONTRACTS	6,000	5,355	89%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	3,667	24%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	879	10%
211-00-75-30-4030	ONLINE SERVICES	3,000	2,275	76%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	6,000	7,577	126%
211-00-75-30-4100	EQUIPMENT LEASES	1,900	536	28%
211-00-75-30-4300	MISCELLANEOUS	50	-	0%
211-00-75-30-4330	DUES & SUBCRIPTIONS	300	100	33%
211-00-75-30-4545	INTERLIBRARY LOAN CHARGES	100	-	0%
211-00-75-30-4600	ENDOWMENT FUND EXPENDITURES	-	114,817	0%
211-00-75-50-5500	EQPT/MACH/FURN/FIX	-	13,800	0%
	TOTAL EXPENDITURES	797,681	621,739	78%
	SURPLUS REVENUES/(EXPENDITURES)	-	(24,976)	

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CITY OF C RAPIDS
 DETAILED BALANCE SHEET

AGE: 1
 F-YR: 16

FUND: PUBLIC LIBRARY
 FOR 8 PERIODS ENDING AUGUST 31, 2016

ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 08/31/16
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	317,530.57	317,530.57	0.00
211-00-00-00-1010	CASH	457,959.97	620,359.65	675,040.12	403,279.50
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	7,166.00	0.00	0.00	7,166.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	15,078.25	0.00	15,078.25	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	114,816.92	114,816.92	0.00
211-00-00-00-1315	DUE FROM MN FOUNDATION	31,542.00	0.00	0.00	31,542.00
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	10,514.89	3,216.86	10,121.53	3,610.22
211-00-00-00-1551	PREPAID INSURANCE	0.00	11,530.00	7,686.80	3,843.20
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	29,306.95	23,018.22	6,288.73
TOTAL		522,371.11	1,096,760.95	1,163,292.41	455,839.65
TOTAL ASSETS		522,371.11	1,096,760.95	1,163,292.41	455,839.65
LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	38,068.77	657,534.81	626,661.35	7,195.31
211-00-00-00-2030	SALES TAX PAYABLE	0.00	387.92	451.97	64.05
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	16,130.01	16,130.01	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	7,166.00	0.00	0.00	7,166.00
211-00-00-00-2220	DEFERRED REVENUES	905.25	905.25	0.00	0.00
TOTAL		62,270.03	674,957.99	627,113.32	14,425.36

FUND: PUBLIC LIBRARY
 FOR 8 PERIODS ENDING AUGUST 31, 2016

ACCOUNT #	DESCRIPTION	BALANCE 01/01/16	NET DEBITS	NET CREDITS	BALANCE 08/31/16
TOTAL LIABILITIES					
		62,270.03	674,957.99	627,113.32	14,425.36
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	460,101.08	0.00	0.00	460,101.08
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	23,018.22	29,306.95	6,288.73
TOTAL					
	FUND SURPLUS (DEFICIT)	460,101.08	23,018.22	29,306.95	466,389.81
		0.00	24,975.52	0.00	(24,975.52)
TOTAL FUND EQUITY					
		460,101.08	47,993.74	29,306.95	441,414.29
TOTAL LIABILITIES AND FUND EQUITY					
		522,371.11	722,951.73	656,420.27	455,839.65

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2016

PAGE: 1
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	0.00	632,999.00	301,549.02	0.00	331,449.98	48
211-00-31-00-0200	DELINQUENT	0.00	0.00	2,353.20	0.00	(2,353.20)	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	33,404.31	0.00	(33,404.31)	100
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUEN	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	632,999.00	337,306.53	0.00	295,692.47	53
TOTAL TAXES		0.00	632,999.00	337,306.53	0.00	295,692.47	53
INTERGOVERNMENTAL							
211-00-33-00-0210	ANNEXATION	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4025	MARKET VALUE HOMESTEAD CREDIT	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4060	SUPPLEMENTAL AID	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4250	STATE OF MINNESOTA	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-6300	LIBRARY CONTRACTS	0.00	127,000.00	71,635.49	0.00	55,364.51	56
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	127,000.00	71,635.49	0.00	55,364.51	56
TOTAL INTERGOVERNMENTAL		0.00	127,000.00	71,635.49	0.00	55,364.51	56
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	6,282.00	5,282.00	0.00	1,000.00	84
211-00-34-00-7970	PHOTO COPIES	236.13	1,600.00	1,669.98	0.00	(69.98)	104
211-00-34-00-7975	INTERNET	387.21	3,000.00	2,552.95	0.00	447.05	85
211-00-34-00-7980	LIBRARY FEES-PROCTORING	15.00	300.00	215.00	0.00	85.00	72
211-00-34-00-7982	PASSPORT PROCESSING FEE	1,450.00	0.00	18,475.00	0.00	(18,475.00)	100
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	62.69	0.00	491.24	0.00	(491.24)	100
TOTAL		2,151.03	11,182.00	28,686.17	0.00	(17,504.17)	257
TOTAL CHARGES FOR SERVICES		2,151.03	11,182.00	28,686.17	0.00	(17,504.17)	257

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2016

PAGE: 2
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	1,072.70	14,000.00	8,700.83	0.00	5,299.17	62
TOTAL		1,072.70	14,000.00	8,700.83	0.00	5,299.17	62
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	42.00	2,000.00	116,742.43	0.00	(114,742.43)	5837
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	0.00	1,000.00	450.00	0.00	550.00	45
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	152.81	200.00	2,652.81	0.00	(2,452.81)	1326
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	300.00	200.00	0.00	100.00	67
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,336.00	0.00	(36.00)	103
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	0.00	0.00	22,079.39	0.00	(22,079.39)	100
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	85.00	3,400.00	3,139.93	0.00	260.07	92
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	296.57	1,800.00	1,909.29	0.00	(109.29)	106
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	1,140.00	0.00	(1,140.00)	100
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	2,500.00	784.33	0.00	1,715.67	31
TOTAL		576.38	12,500.00	150,434.18	0.00	(137,934.18)	1203
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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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2016

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL REVENUES:							
		3,800.11	797,681.00	596,763.20	0.00	200,917.80	75
EXPENSES							
GENERAL ADMINISTRATION							
211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
TOTAL							
		0.00	0.00	0.00	0.00	0.00	0
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	30,988.11	412,058.00	248,983.86	0.00	163,074.14	60
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	184.85	0.00	(184.85)	100
211-00-75-10-1030	SALARY-PARTTIME	1,658.88	22,626.00	13,619.11	0.00	9,006.89	60
211-00-75-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1050	CONTRACTED SERVICES	319.03	3,200.00	11,210.51	546.21	(8,556.72)	367
211-00-75-10-1210	PERA	2,448.55	32,601.00	19,576.93	0.00	13,024.07	60
211-00-75-10-1220	FICA	1,919.30	26,950.00	15,403.37	0.00	11,546.63	57
211-00-75-10-1250	MEDICARE	448.86	6,303.00	3,602.44	0.00	2,700.56	57
211-00-75-10-1310	HEALTH INSURANCE	4,538.86	77,975.00	55,912.21	0.00	22,062.79	72
211-00-75-10-1330	LIFE INSURANCE	18.36	221.00	140.90	16.40	63.70	71
211-00-75-10-1347	DENTAL INSURANCE	119.26	2,027.00	1,040.76	175.10	811.14	60
211-00-75-10-1370	VISION INSURANCE	0.48	0.00	(1.62)	6.26	(4.64)	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	171.37	2,700.00	1,456.96	0.00	1,243.04	54
TOTAL PERSONNEL							
		42,631.06	586,661.00	371,130.28	743.97	214,786.75	63
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	222.51	7,000.00	4,608.80	781.22	1,609.98	77
211-00-75-20-2020	COPY SUPPLIES	383.79	1,000.00	946.37	347.80	(294.17)	129
211-00-75-20-2030	PRINTING/BINDING	0.00	600.00	1,131.23	45.16	(576.39)	196
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	443.96	3,000.00	1,308.09	0.00	1,691.91	44
211-00-75-20-2070	COMPUTER INVENTORY	273.39	2,000.00	273.39	273.39	1,453.22	27
211-00-75-20-2075	ASSETS BETWEEN \$700-\$999	0.00	9,000.00	0.00	0.00	9,000.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	374.62	0.00	625.38	37

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2016

PAGE: 4
 F-YR: 16

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	350.00	456.02	0.00	(106.02)	130
211-00-75-20-2100	OPERATING SUPPLIES	0.00	2,000.00	201.30	(65.22)	1,863.92	7
211-00-75-20-2110	BOOKS	2,387.25	42,000.00	25,139.33	2,533.86	14,326.81	66
211-00-75-20-2120	AUDIO/VISUAL	322.95	9,000.00	5,924.28	322.95	2,752.77	69
211-00-75-20-2130	NEWSPAPERS	0.00	1,000.00	941.84	0.00	58.16	94
211-00-75-20-2140	PERIODICALS	0.00	7,000.00	627.77	0.00	6,372.23	9
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	267.13	2,500.00	1,920.25	141.83	437.92	82
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	300.00	0.00	0.00	300.00	0
TOTAL SUPPLIES & MATERIALS		4,300.98	87,750.00	43,853.29	4,380.99	39,515.72	55
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	0.00	394.42	0.00	(394.42)	100
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	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	84.06	520.00	454.46	28.02	37.52	93
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	13,600.00	0.00	6,800.00	67
211-00-75-30-3100	OTHER CONTRACTED SERVICES	250.00	4,000.00	7,155.13	157.33	(3,312.46)	183
211-00-75-30-3210	TELEPHONE	442.83	5,500.00	3,533.28	0.00	1,966.72	64
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	500.00	1,519.21	0.00	(1,019.21)	304
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	500.00	0.00	0.00	500.00	0
211-00-75-30-3255	STAFF TRAINING	0.00	500.00	70.20	0.00	429.80	14
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	300.00	251.00	0.00	49.00	84
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	35.80	2,200.00	1,172.45	(35.80)	1,063.35	52
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	557.40	(120.00)	(137.40)	146
211-00-75-30-3610	GENERAL INSURANCE	789.48	9,000.00	6,315.84	0.00	2,684.16	70
211-00-75-30-3810	ELECTRICITY	0.00	30,000.00	17,254.13	0.00	12,745.87	58
211-00-75-30-3840	GARBAGE REMOVAL	297.49	2,400.00	2,213.55	0.00	186.45	92
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,000.00	2,378.42	0.00	1,621.58	59
211-00-75-30-4000	MAINTENANCE CONTRACTS	240.96	6,000.00	5,354.95	240.96	404.09	93
211-00-75-30-4010	BUILDING MAINT/REPAIRS	114.95	15,000.00	3,666.93	0.00	11,333.07	24
211-00-75-30-4015	GROUND MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0

DATE: 09/08/2016
 TIME: 11:31:32
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
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 FOR 8 PERIODS ENDING AUGUST 31, 2016

PAGE: 5
 F-YR: 16

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	879.00	0.00	8,121.00	10
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	2,275.00	0.00	725.00	76
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	572.24	6,000.00	7,577.35	572.24	(2,149.59)	136
211-00-75-30-4100	EQUIPMENT LEASES	67.00	1,900.00	536.00	0.00	1,364.00	28
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	100.00	100.00	100.00	67
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	114,816.92	0.00	(114,816.92)	100
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		4,594.81	123,270.00	192,955.64	942.75	(70,628.39)	157
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	2,071.00	0.00	13,799.51	0.00	(13,799.51)	100
211-00-75-50-5900	2009-11B BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0
TOTAL CAPITAL OUTLAY		2,071.00	0.00	13,799.51	0.00	(13,799.51)	100
TOTAL GENERAL ADMINISTRATION		53,597.85	797,681.00	621,738.72	6,067.71	169,874.57	79
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 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

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EXPENSES							
BLANDIN GRANT							
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
TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		53,597.85	797,681.00	621,738.72	6,067.71	169,874.57	79
TOTAL FUND REVENUES		3,800.11	797,681.00	596,763.20	0.00	200,917.80	75
TOTAL FUND EXPENSES		53,597.85	797,681.00	621,738.72	6,067.71	169,874.57	79
FUND SURPLUS (DEFICIT)		(49,797.74)	0.00	(24,975.52)			
TOTAL ALL FUND REVENUES		3,800.11	797,681.00	596,763.20	0.00	200,917.80	75
TOTAL ALL FUND EXPENSES		53,597.85	797,681.00	621,738.72	6,067.71	169,874.57	79
ALL FUND SURPLUS (DEFICIT)		(49,797.74)	0.00	(24,975.52)			

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 14, 2016

DATE: 09/08/2016
 TIME: 10:34:49
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/14/2016

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	369.15
0113233	AMERIPRIDE LINEN & APPAREL	56.04
0114217	MARCIA ANDERSON	100.00
0118660	ARROWHEAD LIBRARY SYSTEM	157.67
0201428	BAKER & TAYLOR, INC	3,147.71
0221700	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0300200	CDW GOVERNMENT INC	273.39
0315455	COLE HARDWARE INC	35.62
0405223	DEER RIVER HIRED HANDS INC	50.00
0609525	FINDAWAY WORLD LLC	322.95
0701650	GARTNER REFRIGERATION CO	572.24
1015337	MICHELLE JOHNSON	82.33
1021515	JUNIOR LIBRARY GUILD	28.00
1301146	MARCO TECHNOLOGIES, LLC	347.80
1415377	NORTHERN BUSINESS PRODUCTS INC	513.87
1605665	PERSONNEL DYNAMICS LLC	628.25
1903322	SCHECK MECHANICAL CORPORATION	1,510.72
1908570	SHOWCASES	879.12
1909503	SIMPLEX GRINNELL LP	727.87
1909510	SIM SUPPLY INC	257.65
2005150	TECH LOGIC CORPORATION	2,071.00
2018680	TRU NORTH ELECTRIC LLC	106.79
2114356	UNIQUE MANAGMENT SERVICES	35.80
2209450	THE VILLAGE BOOK STORE	81.51

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 14,055.48

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0114217	MARCIA ANDERSON	70.20
0201428	BAKER & TAYLOR, INC	275.38
0212750	BLUE CROSS & BLUE SHIELD OF MN	5,437.00
0301530	CANON USA INC	67.00
0405447	DELTA DENTAL OF MINNESOTA	175.10
0605191	FIDELITY SECURITY LIFE INS CO	6.26
0718015	GRAND RAPIDS CITY PAYROLL	56,162.39
1309199	MINNESOTA ENERGY RESOURCES	49.49
1309335	MINNESOTA REVENUE	63.58
1405850	NEXTERA COMMUNICATIONS LLC	84.75
1601750	PAUL BUNYAN COMMUNICATIONS	245.28
1621130	P.U.C.	3,240.65
2114750	UNUM LIFE INSURANCE CO OF AMER	16.40
2205637	VERIZON WIRELESS	225.62
2209665	VISA	1,083.77
2301700	WASTE MANAGEMENT	247.49

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 14, 2016

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 09/14/2016

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
T000716	WILLIAM DEAN KLINKENBURG	150.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$67,600.36
TOTAL ALL DEPARTMENTS		81,655.84

Directors Report: August 10 , 2016

Agenda Items

Quotes to adopt

Chairs

I obtained quotes for repairing and recovering the large wooden chairs throughout the library. Sheffield's Upholstery in Deer River and the Itasca Upholstery Center in Grand Rapids both came in to measure. We chose 3 different styles of commercial grade upholstery for the 24 chairs. The quoted prices are very close. The plan is to do 8 chairs at a time, so not all are gone at once. Sheffield's can begin work on them immediately, while the Upholstery Center is already booked out into October. Therefore I am recommending accepting Sheffield's quote of \$7222.

Back Door and Door Frame

Ron Edminster and Nathan Morlan obtained a quote from Anderson Glass for replacing the door, the frame around the door and the glass, and the door closer. The windows will be replaced with thermal pane glass. A second quote has been requested from Mesabi glass, and I hope to have that to you before Wednesday.

Sidewalk Repair and resealing

Ron obtained 2 quotes from Hammerlund Construction and from Champion Steel in Keewatin for sidewalk work. This includes raising the low slabs in the front sidewalk, replacing the broken slab, and resealing the entire sidewalk. It does not include the replacement rock for the new slab. We will purchase that separately. Hammerlund submitted the low quote at \$8879 for the project, and I am recommending accepting their quote for the project.

Authorize obtaining quote

Interior painting

Painting the interior of the building is on the list of deferred maintenance items that I would like to partially complete this year. The main library area and the lobby hallway need it the most, so I propose starting there. We received a quote about 3 years ago for 3,000 for just the main library area, so I anticipate an updated quote will be in the 4 – 5,000 range. The work area can be treated as a separate project. The Friends of the Library are interested in assuming responsibility for the meeting room, so that will also be treated as an independent project.

Assuming we can schedule painting the main library in December, I propose closing the Library to the public for a couple of days and having the staff do clean up and inventory, a major project that is best done when closed.

Budget

At their budget meeting on August 15, the council removed the \$26,000 for exterior siding work from the list of items to be cut after I talked about all the deferred maintenance projects planned for this year and about the need for maintain the siding and the exterior painted surfaces. \$5000 for replacing the green roof was cut and can be paid for out of storm water funds. The fund balance payback is most likely removed, but the conversation was more positive than it has been for several years. The next budget discussion will be on September 19. A preliminary levy must be set by the end of September.

Updates:

Telepresence unit is working now: We now have a Web Ex account, and the IASC IT staff gave us a brief overview of how it works with remote call ins. We need to practice using it.

Minnesota Library Association Annual Conference

The conference is in Duluth this year on September 29th and 30th, so the Friends of the Library has offered to underwrite attendance by staff. 5 staff are attending for either Thursday or Friday. I volunteered to do a presentation on Libraries as Passport Acceptance Facilities, so I will be attending and presenting on Thursday the 29th

There are sessions that are geared specifically for Library Trustees if you are interested in attending.
<http://www.mnlibraryassociation.org/page/2016AnnualConv>

Express Checkout unit replacement

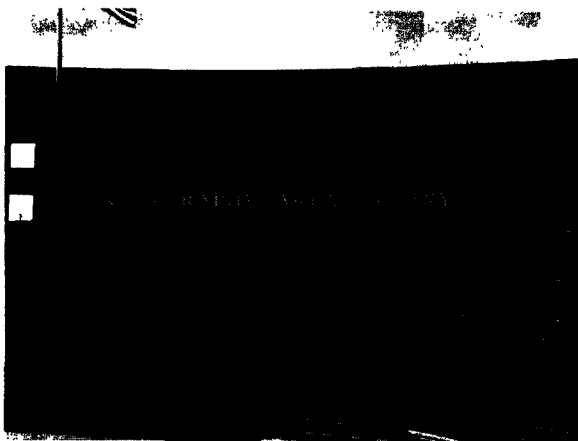
The low quote was from Tech Logic, a Minnesota company and the City Council approved expenditure from the Capital Improvement Program budget. I ordered the unit on August 23. We are completing the forms for specifications for the unit. It should be completed and delivered in mid-October.

Ojibwe Language Project

The signage project is moving forward. Authorization to apply for grants from the Blandin Foundation and the Northland Foundation is on the City Council Agenda for Monday, Sept 12, along with approval of the quote from Eck designs. The Council and the Human Rights Commission are pledging significant contributions to this project, which includes signs at City Hall (concept photos for the Library are below) I am requesting authorization to spend up to \$500 on signage, and I will request up to \$500 from the Library Foundation for the project.



7-11-16



7-11-16



Assistant Director Report September 2016

Teens

Teens Top Ten. The Teens' Top Ten is a "teen choice" list, where teens nominate and choose their favorite books of the previous year! Nominators are members of teen book groups in fifteen school and public libraries around the country. Teens in our library can ask for the list of nominated books (26 titles) and get a prize from the special prize bag. In August, 7 teens asked about the list.

Anime Club. August Anime Club had 7 participants. September Anime Club takes place on Saturday, September 10. Now that school has started the Club will occur on Saturday afternoons once a month.

Staff

Tracy continues to attend the Project Read meetings.

Darla and Tracy will attend the Children's Librarians of Arrowhead Library System meeting in Mt. Iron at the end of the month. A discussion of winter reading will take place.

Operations

The Friends of the Library are having their Gala Tea celebration on Tuesday, September 13. The Minnesota Author's Signature Quilt will be raffled off at 6 pm. Will Weaver, one of the authors whose signature is on the quilt will be attending as a guest. He lives fairly close by near Bemidji. Friends were at Brewed Awakenings on the First Friday in September to show the quilt and sell raffle tickets. As of the end of August they sold 350 tickets. I would suspect they have sold quite a few more since then.

I put a display in the lobby case titled "Fall into a great book".

The display table on the way to children's is filled with back to school nonfiction having to do with higher education.

CIRCULATION
 Check-outs 98,803 YTD 2015 105,077 Express Check outs % of total c/o 3,458 August 25.47%
 Total Circulation 112,927 118,907
 Returns 112,009 116,899
 New cards 134 800

Door count 13355

TECHNICAL PROCESSES
 Books cataloged and processed YTD 4,353 YTD 2015 4,959
 Withdrawn copies 427 3,025

REFERENCE
 tests proctored YTD 5,794 YTD 2015 5,109
 computer help over 5 minutes 3 67
 Passports 53 239
 64 749
INTERNET
 Pharos sessions *** 1,329 905 YTD SESSIONS 2015 YTD SESSIONS 2015 YTD HOURS 6,466 4,498
 10,124 7,842

Non-Pharos sessions
 VOLUNTEERS 154 1,107 YTD HOURS 2,169.00
 46 352.00
 67 170

MEETING ROOM
 booksale YTD GROUPS 323
 COMMUNITY ROOM/GSR 46

PROGRAMS & TOURS
 BOOK TIME 0 0 35 923 YTD 2015 programs 38 YTD 2015 people 869
 SATURDAY STORY TIME 8 146 56 1,219 58 1,246
 CLASS VISITS 0 0 32 1,273 25 904
 NON SCHOOL GROUPS 0 0 0 0 5 122
 CHILDREN'S PROGRAMS 4 60 26 995 31 874
 TEEN PROGRAMS 2 13 28 280
Total Youth Programs 14 219 177 4,690 157 4,015
 Total Adult Programs 6 139 40 1314 34 772

BOOKINGS & ARRANGEMENTS HRS THIS MONTH 7 YTD 2015 59.5
TOTALS HRS YTD 55.5 YTD 2015 59.5

Board member
its adoption:

introduced the following resolution and moved for

RESOLUTION NO. 2016-08
A RESOLUTION ACCEPTING DONATIONS

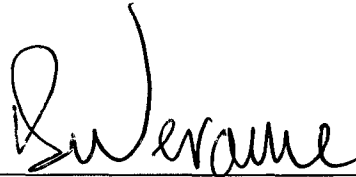
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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

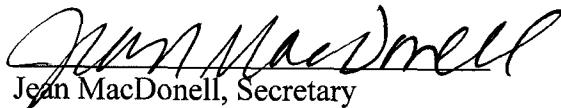
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

\$42 from Neal Nicolaus for *Sun Magazine* in honor of Joe Gallant
\$152.81 from Friends of the Library for SRP prize books

Adopted this 14th day of September 2016



Dennis Jerome, President



Jean MacDonell, Secretary

Board member
following voted in favor thereof:

seconded the foregoing resolution and the

And the following voted against same:

And the following abstained:

Whereby the resolution was declared duly passed and adopted.

Itasca Upholstering Center

615 NE. 4th St.
Grand Rapids MN 55744

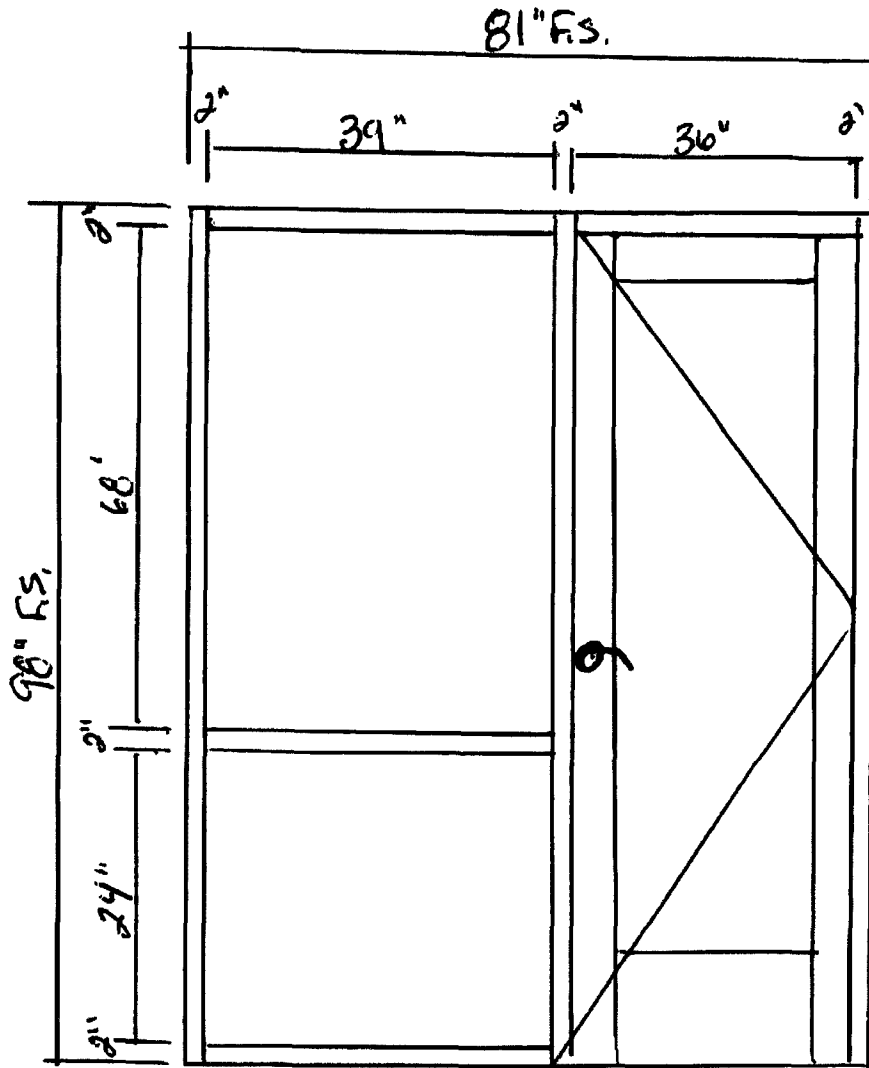
Estimate

Date	Estimate #
9/7/2016	12

Name / Address
Grand Rapids Public Library

Project

Description	Qty	Rate	Total
3572 pottery childrens	38	69.00	2,622.00
		-30.00%	-786.60
Upholstery Labor	38	30.00	1,140.00
Material	64	48.00	3,072.00
adult		-30.00%	-921.60
Upholstery Labor	64	30.00	1,920.00
Total			\$7,045.80



- 2x4 1/2 Thermal Flush Glaze
- Painted Custom Color
- Wide Stile Door
- 4 Butt hinges
- 10" Btm Rail
- Schlage lever Latch (Keyed both sides)
- Electric Strike
- Threshold
- Sweep.

\$6,880.00

MESABI

Glass, Window & Door

510 West 25th St. • Hibbing, MN 55746
Tel 218-262-2010 • Fax 218-262-2011

TO:

Nathan

FROM:

Dave Anderson

COMPANY:

Grand Rapids Library

DATE:

FAX NUMBER:

TOTAL NO. OF PAGES INCLUDING COVER:

PROPOSAL

Remove at Replace Back Door at Library

Price includes tax, labor and materials Total \$ 6193.00

Proposed by: _____
Dave Anderson

Accepted by: _____ Date: _____

Any drawings provided are property of Mesabi Glass, Window & Door, Inc. If any of these drawings are used to receive other quotes, customer will be charged \$250.00 or 5% of project, whichever is greater.

510 West 25th Street ♦ Hibbing, Minnesota 55746
T: (218) 262-2010 F: (218) 262-2011



703 Pellet Ave • PO Box 280
Keewatin, MN 55753

218-778-4004
218-778-0013 Fax

Mr. Ron Edminster

PROPOSAL SUBMITTED TO City of Grand Rapids		PHONE	DATE 8/16/2016
STREET 420 North Pokegama Avenue		JOB NAME Replace Sidewalk Panel	
CITY, STATE AND ZIP CODE Grand Rapids, MN 55744		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

Price includes:

Remove and replace 5 x 10 sidewalk panel expose with owner supplied rock for seed.	\$1,980.00
Slab jacking, 3 panels	\$2,064.00
Clean and seal with 30% solids sealer for decorative concrete	\$5,900.00

~~We~~ **Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Nine thousand nine hundred forty four dollars (\$ 9,944.00)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance. _____

Signature _____

Proposal

Page No. _____ of _____ Pages



Attn: Mr. Ron Edminster

PROPOSAL SUBMITTED TO City of Grand Rapids		PHONE	DATE 4-29-16
STREET 420 North Pokegama Avenue		JOB NAME Public Library Sidewalks	
CITY, STATE AND ZIP CODE Grand Rapids, MN 55744		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

Price Includes:

Price includes different Scopes of Work:

Slab jacking three panels on NE side of the library up to	\$1,588.00
Demo and replace 5 x 10 panel on North side of library next to light base <i>Excludes led rock</i>	\$1,530.00
Hydro - blast concrete surface to clean, let dry and seal with Diamond hard sealer. Sealer is approximately \$34.00 per gallon and requires 40 gallons.	\$5,761.00

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: _____ dollars (\$ _____).

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____ Signature _____

\$ 8879

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Hover to zoom in

Western Sunset Decorative Rock - 0.5 cu. ft.

Model Number: 1803001 | Menards® SKU: 1803001

\$5.68 each

Everyday Low Price: \$6.38
You Save: \$0.70 After Mail-In Rebate

*The displayed final price is your price today after mail-in rebate and is subject to the terms and time frame of the rebate. Rebate is in the form of a merchandise credit check which may only be redeemed in store. Learn More >

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Description | Specifications

Add to Compare | Add to Gift Registry

Online Availability

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Description & Documents

Decorative rock is a clean, versatile and inexpensive way to add a touch of nature and beauty to any garden. As a virtually maintenance-free ground cover, decorative rock never needs replacing, does not fade and serves as a natural insulation in heat or cold. These decorative stones can be used for pathways, ponds, birdbaths, decorative ground cover, garden accents and drainage systems

- Covers approximately three square feet at 2" thick
- Stones range 1" to 1-1/2" in size
- Made in the USA
- 1/2 cubic foot bag

Specifications

Product Type: Stone **Material:** Natural Stone
Color / Finish: Natural Stone **Coverage Area:** 5 square foot

Please Note: Prices, promotions, styles and availability may vary by store and online. While we do our best to provide accurate item availability information, we cannot guarantee in-stock status and availability as inventory is sold and received continuously throughout the day. Inventory last updated 8/15/2016 at 5:00am EST. Online orders and products purchased in-store qualify for rebate redemption. Rebates are provided in the form of a merchandise credit check which can only be used in a Menards® store.

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Pea Gravel

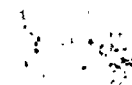
\$3.33 each
You Save: \$0.41 after Mail-In Rebate

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Red Lava Rock - 1.0 cu. ft.

\$6.13
You Save: \$0.76 after Mail-In Rebate
Enter Your ZIP Code for Local



White Marble Stone - 0.4 cu. ft.

\$5.04