

GRAND RAPIDS AREA LIBRARY BOARD

Grand Rapids Area Library
September 9, 2015 5:00 P.M.

DRAFT

- 5:00 **Call to order**
- 5:01 **Roll call:** *absent Benolken, Zeige*
- 5:02 **Public Comment (if anyone wishes to address the Board)**
- 5:05 **A. Approval of agenda (Packet Item A)**
- 5:10 **B. Minutes. (Packet Item B)**
- 5:12 **C. Communications**
Mississippi river travel access
- 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:**
Budget update
- 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.**
1. **Approve payment of late bills**
 - a. Randy McCarty \$77.89 for wood and supplies for shelf construction
 2. **Approve Contracts and payment to presenters**
 3. **Approve Resolution 2015- 8 Accepting Donations**
- | | | |
|-------|--|---|
| \$80 | Lyman Loveland (for Roger Holmstrom, Ellen & Gary Kermeen and Barbara Brunick) | books in memory of Evelyn E. Loveland |
| \$20 | Geraldine and Harris William | books in memory of Evelyn E. Loveland |
| \$65 | Lyman Loveland | books in memory of Evelyn E. Loveland |
| \$40 | Neal Nicolaus | <i>Sun</i> magazine in memory of Joseph Gallant |
| \$100 | Barb and Ken Sanderson | books in memory of Reuben Patnaude |
- 4.
- Regular Agenda**
1. **Authorize submission of Grant application to Blandin Foundation for 4,000 for completion of solar project.**
 2. **Authorize donation of wind turbine to Hibbing Community College**

**Grand Rapids Area Library
Regular Board Meeting
August 12, 2015, 5:00 PM**

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

Roll Call:

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

Public Comment: None to report.

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

Minutes: Janet Neurauter moved to approve the minutes from the July 8, 2015 board meeting. A second was made by Randy McCarty. The motion passed unanimously.

Communications:

- ***MDE Letter re minimum level of support***
- ***Itasca County letter re tax payment:*** Marcia Anderson noted that Itasca County levies a tax to support library services.
- ***MN Community Foundation quarterly statement***

Financial Report:

**The Grand Rapids Area Library Bill List
Invoices Due On/Before August 12, 2015**

AMAZON.COM	\$210.14
AMERIPRIDE LINEN & APPAREL	62.79
ARROWHEAD LIBRARY SYSTEM	88.81
BAKER & TAYLOR, INC	2,234.99
BLACKSTONE AUDIO, INC	445.98
BLUE CROSS & BLUE SHIELD OF MN	4,753.50
BUSY BEES QUALITY CLEANING	1,700.00
CDW GOVERNMENT INC	270.02
COLE HARDWARE INC	77.23
DELTA DENTAL OF MINNESOTA	194.10
DEMCO	2,730.51
FIDELITY SECURITY LIFE INS CO	11.92
GARTNER REFRIGERATION CO	1,558.43
CITY OF GRAND RAPIDS	721.89
GRAND RAPIDS CITY PAYROLL	36,771.57
ICTV	20.00
JUNIOR LIBRARY GUILD	28.00
LINCOLN NATIONAL LIFE	107.30
LINCOLN REPUBLIC INSURANCE CO	18.45
MINNESOTA ENERGY RESOURCES	94.55
MN DNR NONGAME WILDLIFE FUND	50.00
MINNESOTA REVENUE	34.37
NEXTERA COMMUNICATIONS LLC	86.79
NORTHERN BUSINESS PRODUCTS INC	753.52
OXFORD UNIVERSITY PRESS USA	41.95
PAUL BUNYAN COMMUNICATIONS	489.04
PERSONNEL DYNAMICS LLC	527.98
P.U.C.	2,716.54
ST PAUL PIONEER PRESS	189.90
SIMPLEX GRINNELL LP	686.99
SIM SUPPLY INC	287.56
UNIQUE MANAGMENT SERVICES	474.35
VERIZON WIRELESS	112.53
THE VILLAGE BOOK STORE	8.00
WASTE MANAGEMENT	484.23
XEROX CORPORATION	189.79
CHRIS WICKLUND	9,403.85
SAM MILTICH & FRIENDS	400.00
VALERIE D HAACK	53.22
TOTAL ALL VENDORS	\$69,090.79

Marcia Anderson noted that the 2015 budget numbers for the fund balance are wrong; the total is correct, but the allocation is incorrect. She also mentioned that the donation lines do not reflect the donations that are in the resolution for this month because those donations were all received after the first of August. The inventorial supplies line item and capital outlay line item were also discussed. Randy McCarty moved to approve the financial report. A second was made by Susan Zeige. On a roll call vote the motion passed unanimously.

Staff Reports:

- **Director's Report:** Marcia Anderson noted that the bequest has been settled except for the life insurance settlement. This should be completed around the first of October. The board also discussed the new four way stop near the library.

Old Business: None to report.

New Business:

- **Consent Agenda:**

1. **Approve payment of late bills**
2. **Approve Contracts and payment to presenters**
3. **Approve Resolution 2015-7 - Accepting Donations**

\$25 from Dennis and Jeannie Legan for magazines

\$100 from Capital Management Securities in memory of Evelyn Esther Loveland

25 Denise Kuhne books in memory of Evelyn E. Loveland

25 Tanner and Laura Pfeifer books in memory of Evelyn E. Loveland

20 Janis Bjorkquist books in memory of Evelyn E. Loveland

3000 Lyle Loveland books in memory of Evelyn E. Loveland

1000 Keith Loveland

100 Ramona Holmes

40 Pauline Tiemann

25 Clarence and Juanita Hodgson

100 Loren and Joan Solberg undesignated in memory of Jere Urista

22,000 City of Cohasset for completion of solar project

Max Peters discussed the \$22,000 contribution to the Solar Project by the City of Cohasset. Randy McCarty moved to approve the consent agenda. A second was made by Jean MacDonell. On a roll call vote the motion passed unanimously.

- ***Regular Agenda:***

1. **Authorize staff to submit application to US State Department to become a Passport Acceptance Facility:** Marcia Anderson answered some general questions from the board regarding the staff training process. Randy McCarty moved to approve the authorization. A second was made by Mary Helen Haarklau. The motion passed unanimously.
2. **Authorize lease of copy machine through North Country Business Products:** Marcia Anderson mentioned she would rather have the copy machine on a table than leave it freestanding. This would make the lease a bit cheaper. The lease is also for 36 months. Jean MacDonell moved to approve the 36-month lease for the copy machine. A second was made by Max Peters. On a roll call vote the motion passed unanimously.
3. **Authorize payment of \$13,180 to Frantzomatic for ½ of cost for construction of solar mounting and tracking system and aluminum panels:** The \$13,180 is half the cost for the mounting, tracking system, and the aluminum panels. There is another fee for the sunflower graphics that go on the panels. There is also an electrical connection and installation charge. Randy McCarty moved to approve the authorization. A second was made by Janet Neurauter. On a roll call vote the motion passed unanimously.

Marcia Anderson asked the board for their opinions on a wind-turbine donation, and the board discussed its purpose and place in the library. The board will further discuss their options and make a decision this fall.

Marcia Anderson also noted that the AV system and the children's area should be completed by September.

Adjourn: The monthly board meeting was adjourned at 5:35 PM by Dennis Jerome.

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE EIGHT MONTHS ENDING AUGUST 31, 2015
With Comparative Totals for August 31, 2014

	2014 Actual	2015 Actual	2015 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	383,238	314,099	314,099	
Compensated Absences	34,169	40,062	40,062	
Emergency/unanticipated Expenditures	24,462	54,544	54,544	
Major Equipment Replacement	-	51,925	51,925	
TOTAL FUND BALANCE 1/1/XX	441,869	460,630	460,630	
Revenues:				
Taxes	314,529	332,619	612,716	54%
Intergovernmental	70,464	72,737	127,000	57%
Charges for Services	8,834	9,278	11,082	84%
Fines & Forfeits	9,334	8,634	14,000	62%
Blandin Foundation Grant	-	-	-	0%
GR Library Foundation	6,880	5,170	-	0%
Miscellaneous	9,391	35,240	14,400	245%
Other Sources-Operating Transfer	-	-	-	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	419,431	463,678	779,198	60%
Expenditures:				
Personnel	355,448	349,414	565,658	62%
Supplies/Materials	64,432	54,783	80,850	68%
Other Services/Charges	81,237	69,259	132,690	52%
Blandin Foundation Grant	-	-	-	0%
TOTAL EXPENDITURES	501,117	473,456	779,198	61%
OPERATING SURPLUS (DEFICIT)	(81,687)	(9,778)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	22,584	-	0%
Fund Balance 8/31/XX				
Cash Flow	301,551	281,737	314,099	
Compensated Absences	34,169	40,062	40,062	
Emergency/unanticipated Expenditures	24,462	54,544	54,544	
Major Equipment Replacement	-	51,925	51,925	
TOTAL FUND BALANCE 8/31/XX	\$ 360,182	\$ 428,268	\$ 460,630	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$32,808 as of 06/30/15. This endowment is not available for current operations.

Accumulated Energy Rebates

\$2,943

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **AUGUST 31, 2015**

Account Number	Account Description	2015 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 612,716	\$ 299,223	49%
211-00-31-00-0200	DELINQUENT	-	702	0%
211-00-31-00-4055	FISCAL DISPARITIES	-	32,694	0%
211-00-33-00-4250	STATE OF MINNESOTA	-	49	0%
211-00-33-00-6300	LIBRARY CONTRACTS	127,000	72,638	57%
211-00-33-00-6310	ALS REIMBURSEMENT	-	51	0%
211-00-34-00-7960	ALS CROSS-OVERS	6,282	5,282	84%
211-00-34-00-7970	PHOTO COPIES	1,600	1,229	77%
211-00-34-00-7975	INTERNET	3,000	2,368	79%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	200	400	200%
211-00-35-00-1030	LIBRARY FINES	14,000	8,634	62%
211-00-37-00-2310	DONATIONS	2,000	22,707	1135%
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	1,000	3,214	321%
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	-	2,134	0%
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	2,300	200	9%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,284	99%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	5,170	0%
211-00-37-00-2375	MEETING ROOM RECEIPTS	3,400	3,673	108%
211-00-37-00-2450	MISCELLANEOUS	1,900	1,296	68%
211-00-37-00-5100	INVESTMENT INCOME	2,500	731	29%
211-00-39-00-5010	SALES OF GENL FIXED ASSETS	-	-	0%
211-00-39-00-5030	OPERATING TRANSFERS IN	-	-	0%
		779,198	463,678	60%
211-00-39-00-5500	FUND BALANCE USAGE	-	-	0%
211-00-75-00-7200	OPERATING TRANSFER OUT	-	-	0%
211-00-75-10-1010	SALARY-FULL TIME	395,580	239,897	61%
211-00-75-10-1030	SALARY-PARTTIME	22,074	17,779	81%
211-00-75-10-1050	CONTRACTED SERVICES	6,268	2,921	47%
211-00-75-10-1210	PERA	31,324	19,357	62%
211-00-75-10-1220	FICA	25,895	15,086	58%
211-00-75-10-1250	MEDICARE	6,056	3,528	58%
211-00-75-10-1310	HEALTH INSURANCE	72,919	47,788	66%
211-00-75-10-1330	LIFE INSURANCE	221	164	74%
211-00-75-10-1335	DENTAL INSURANCE	2,621	1,295	49%
211-00-75-10-1347	VISION INSURANCE	-	1	0%
211-00-75-10-1510	WORKERS COMPENSATION	2,700	1,599	59%
211-00-75-20-2010	OFFICE SUPPLIES	6,000	5,828	97%
211-00-75-20-2020	COPY SUPPLIES	800	810	101%
211-00-75-20-2030	PRINTING/BINDING	600	716	119%
211-00-75-20-2060	COMPUTER SUPPLIES	4,000	1,290	32%
211-00-75-20-2070	COMPUTER INVENTORY	3,000	3,034	101%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	2,456	246%
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	350	301	86%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	1,239	62%
211-00-75-20-2110	BOOKS	42,000	29,567	70%
211-00-75-20-2120	AUDIO/VISUAL	9,000	6,587	73%
211-00-75-20-2130	NEWSPAPERS	1,000	879	88%
211-00-75-20-2140	PERIODICALS	8,000	165	2%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	2,500	1,911	76%
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	300	-	0%
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, 2015**

Account Number	Account Description	2015 Budget	Year to Date	Percent of Budget
211-00-75-30-3000	PROFESSIONAL SERVICES	100	-	0%
211-00-75-30-3010	ACCOUNTING SERVICES	800	722	90%
211-00-75-30-3070	LAUNDRY	480	356	74%
211-00-75-30-3090	JANITORIAL SERVICES	20,400	13,600	67%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	6,000	3,795	63%
211-00-75-30-3210	TELEPHONE	6,500	3,614	56%
211-00-75-30-3220	POSTAGE/FREIGHT	500	27	5%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	1,000	-	0%
211-00-75-30-3255	STAFF TRAINING	500	-	0%
211-00-75-30-3260	COMMUNITY ED PROMOTION	200	289	145%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,500	1,259	50%
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	60	-	0%
211-00-75-30-3510	PUBLISHING & ADVERTISING	500	264	53%
211-00-75-30-3610	GENERAL INSURANCE	9,000	6,854	76%
211-00-75-30-3810	ELECTRICITY	36,000	17,294	48%
211-00-75-30-3840	GARBAGE REMOVAL	1,800	1,955	109%
211-00-75-30-3860	HEAT-NATURAL GAS	4,000	2,476	62%
211-00-75-30-4000	MAINTENANCE CONTRACTS	6,000	4,020	67%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	3,637	24%
211-00-75-30-4015	GROUNDS MAINTENANCE	1,000	226	23%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	879	10%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,292	43%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	6,000	6,090	101%
211-00-75-30-4100	EQUIPMENT LEASES	1,900	610	32%
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	-	22,584	0%
	TOTAL EXPENDITURES	779,198	496,040	64%
	SURPLUS REVENUES/(EXPENDITURES)	-	(32,362)	

CITY OF GK. RAPIDS
 DETAILED BALANCE SHEET

FUND: PUBLIC LIBRARY
 FOR 8 PERIODS ENDING AUGUST 31, 2015

ACCOUNT #	DESCRIPTION	BALANCE 01/01/15	NET DEBITS	NET CREDITS	BALANCE 08/31/15
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	309,851.02	309,851.02	0.00
211-00-00-00-1010	CASH	450,511.65	470,979.99	526,634.96	394,856.68
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	4,888.00	0.00	0.00	4,888.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
211-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-1313	DUE FROM ALS	0.00	0.00	0.00	0.00
211-00-00-00-1315	DUE FROM MN FOUNDATION	33,240.00	0.00	0.00	33,240.00
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	7,740.85	3,069.61	6,757.49	4,052.97
211-00-00-00-1551	PREPAID INSURANCE	0.00	12,448.62	8,299.28	4,149.34
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	24,438.53	17,614.92	6,823.61
TOTAL		496,490.50	820,787.77	869,157.67	448,120.60
TOTAL ASSETS		496,490.50	820,787.77	869,157.67	448,120.60
LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	15,695.70	515,523.36	507,928.73	8,101.07
211-00-00-00-2030	SALES TAX PAYABLE	0.00	294.50	335.06	40.56
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	14,204.20	14,204.20	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	4,888.00	0.00	0.00	4,888.00
211-00-00-00-2220	DEFERRED REVENUES	1,073.25	1,073.25	0.00	0.00
TOTAL		35,861.15	531,095.31	508,263.79	13,029.63
TOTAL LIABILITIES		35,861.15	531,095.31	508,263.79	13,029.63

DATE: 09/03, 2015
 TIME: 08:40:25
 ID: GL450000.WOW

CITY OF GRAPIDS
 DETAILED BALANCE SHEET

PERIOD: 08/31/15
 FISCAL YEAR: 15

FUND: PUBLIC LIBRARY
 FOR 8 PERIODS ENDING AUGUST 31, 2015

ACCOUNT #	DESCRIPTION	BALANCE 01/01/15	NET DEBITS	NET CREDITS	BALANCE 08/31/15
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	460,629.35	0.00	0.00	460,629.35
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	17,614.92	24,438.53	6,823.61
TOTAL	FUND SURPLUS (DEFICIT)	460,629.35	17,614.92	24,438.53	467,452.96
		0.00	32,361.99	0.00	(32,361.99)
TOTAL FUND EQUITY		460,629.35	49,976.91	24,438.53	435,090.97
TOTAL LIABILITIES AND FUND EQUITY		496,490.50	581,072.22	532,702.32	448,120.60

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 9, 2015

DATE: 09/02/2015
 TIME: 08:50:32
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/09/2015

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	92.75
0113233	AMERIPRIDE LINEN & APPAREL	20.93
0114200	ANDERSON GLASS	745.00
0118660	ARROWHEAD LIBRARY SYSTEM	157.73
0201428	BAKER & TAYLOR, INC	2,930.04
0218550	BRODART COMPANY	40.55
0221650	BURGGRAF'S ACE HARDWARE INC	25.99
0221700	BUSY BEES QUALITY CLEANING	1,700.00
0300200	CDW GOVERNMENT INC	677.03
0315455	COLE HARDWARE INC	171.84
0405500	DEMCO	365.35
1015337	MICHELLE JOHNSON	180.04
1021515	JUNIOR LIBRARY GUILD	28.00
1415377	NORTHERN BUSINESS PRODUCTS INC	128.64
1600100	PBS DISTRIBUTION, LLC	1,385.72
1605665	PERSONNEL DYNAMICS LLC	145.15
1609925	PIZZA WORKS	14.99
1801610	RAPIDS PLUMBING & HEATING INC	280.91
1805150	RECORDED BOOKS	316.99
1900800	SVL SERVICE CORPORATION	2,525.00
1909510	SIM SUPPLY INC	399.06
2209421	VIKING ELECTRIC SUPPLY INC	173.80
2209450	THE VILLAGE BOOK STORE	44.75
2405650	XEROX CORPORATION	33.55
2609600	ZIPLOCAL	264.00
T000553	RANDY MCCARTY	32.21

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 12,880.02

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0212750	BLUE CROSS & BLUE SHIELD OF MN	4,753.50
0618115	FRANTZ GRAPHIC SERVICE	13,180.00
0718015	GRAND RAPIDS CITY PAYROLL	36,658.03
1209522	LINCOLN REPUBLIC INSURANCE CO	18.45
1309199	MINNESOTA ENERGY RESOURCES	45.00
1405850	NEXTERA COMMUNICATIONS LLC	85.39
1621130	P.U.C.	3,117.94
2114360	UNITED PARCEL SERVICE	16.66
2205637	VERIZON WIRELESS	115.06

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 57,990.03

TOTAL ALL DEPARTMENTS 70,870.05

DATE: 09/03/2015
 TIME: 08:39:05
 ID: GL470004.WOW

CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 8 PERIODS ENDING AUGUST 31, 2015

PAGE: 1
 F-YR: 15

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	612,716.00	299,222.69	0.00	313,493.31	49
211-00-31-00-0200	DELINQUENT	0.00	0.00	701.92	0.00	(701.92)	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	32,694.48	0.00	(32,694.48)	100
211-00-31-00-9100	PENALTIES & INTEREST-DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL							
TOTAL TAXES		0.00	612,716.00	332,619.09	0.00	280,096.91	54
TOTAL TAXES		0.00	612,716.00	332,619.09	0.00	280,096.91	54
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	48.75	0.00	48.75	0.00	(48.75)	100
211-00-33-00-6300	LIBRARY CONTRACTS	0.00	127,000.00	72,637.74	0.00	54,362.26	57
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	51.00	0.00	(51.00)	100
TOTAL							
TOTAL INTERGOVERNMENTAL		48.75	127,000.00	72,737.49	0.00	54,262.51	57
TOTAL INTERGOVERNMENTAL		48.75	127,000.00	72,737.49	0.00	54,262.51	57
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	190.45	1,600.00	1,228.50	0.00	371.50	77
211-00-34-00-7975	INTERNET	304.09	3,000.00	2,367.66	0.00	632.34	79
211-00-34-00-7980	LIBRARY FEES-PROCTORING	20.00	200.00	400.00	0.00	(200.00)	200
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	0.00	0.00	0.00	0.00	0.00	0
TOTAL							
TOTAL CHARGES FOR SERVICES		514.54	11,082.00	9,278.16	0.00	1,803.84	84
TOTAL CHARGES FOR SERVICES		514.54	11,082.00	9,278.16	0.00	1,803.84	84
FINES & FORFEITS							

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REVENUES							
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	892.24	14,000.00	8,634.20	0.00	5,365.80	62
TOTAL		892.24	14,000.00	8,634.20	0.00	5,365.80	62
TOTAL FINES & FORFEITS		892.24	14,000.00	8,634.20	0.00	5,365.80	62
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	22,106.30	2,000.00	22,707.23	0.00	(20,707.23)	1135
211-00-37-00-2320	DONATIONS-MEMORIAL BOOKS	2,580.00	1,000.00	3,213.92	0.00	(2,213.92)	321
211-00-37-00-2336	DONATIONS-CHILDRENS LIBRARY	2,000.00	0.00	2,133.98	0.00	(2,133.98)	100
211-00-37-00-2337	DONATION-LIBRARY PROGRAMS	0.00	2,300.00	200.00	0.00	2,100.00	9
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,284.14	0.00	15.86	99
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	0.00	0.00	5,169.64	0.00	(5,169.64)	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	592.50	3,400.00	3,673.48	0.00	(273.48)	108
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	95.37	1,900.00	1,296.31	0.00	603.69	68
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	2,500.00	730.64	0.00	1,769.36	29
TOTAL		27,374.17	14,400.00	40,409.34	0.00	(26,009.34)	281
TOTAL MISCELLANEOUS REVENUE		27,374.17	14,400.00	40,409.34	0.00	(26,009.34)	281
OTHER SOURCES							
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
TOTAL REVENUES:		28,829.70	779,198.00	463,678.28	0.00	315,519.72	60

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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	30,428.96	395,580.00	239,897.17	0.00	155,682.83	61
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1030	SALARY-PARTTIME	1,522.91	22,074.00	17,778.55	0.00	4,295.45	81
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	145.15	6,268.00	2,921.08	145.15	3,201.77	49
211-00-75-10-1210	PERA	2,396.38	31,324.00	19,356.61	0.00	11,967.39	62
211-00-75-10-1220	FICA	1,871.99	25,895.00	15,086.33	0.00	10,808.67	58
211-00-75-10-1250	MEDICARE	437.79	6,056.00	3,528.16	0.00	2,527.84	58
211-00-75-10-1310	HEALTH INSURANCE	4,001.22	72,919.00	47,787.58	0.00	25,131.42	66
211-00-75-10-1330	LIFE INSURANCE	26.71	221.00	164.16	0.00	56.84	74
211-00-75-10-1335	DENTAL INSURANCE	335.04	2,621.00	1,295.04	0.00	1,325.96	49
211-00-75-10-1347	VISION INSURANCE	0.44	0.00	0.76	0.00	(0.76)	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	180.72	2,700.00	1,598.76	0.00	1,101.24	59
TOTAL PERSONNEL		41,347.31	565,658.00	349,414.20	145.15	216,098.65	62
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	499.55	6,000.00	5,827.85	0.00	172.15	97
211-00-75-20-2020	COPY SUPPLIES	34.99	800.00	810.33	0.00	(10.33)	101
211-00-75-20-2030	PRINTING/BINDING	0.00	600.00	716.29	0.00	(116.29)	119
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	0.00	4,000.00	1,289.94	0.00	2,710.06	32
211-00-75-20-2070	COMPUTER INVENTORY	677.03	3,000.00	3,033.59	270.04	(303.63)	110
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	32.21	1,000.00	2,456.02	0.00	(1,456.02)	246
211-00-75-20-2095	VOLUNTEER PRGM SUP & MATERIALS	0.00	350.00	301.00	0.00	49.00	86
211-00-75-20-2100	OPERATING SUPPLIES	353.84	2,000.00	1,238.88	0.00	761.12	62
211-00-75-20-2110	BOOKS	3,095.54	42,000.00	29,567.35	28.00	12,404.65	70

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EXPENSES							
GENERAL ADMINISTRATION							
SUPPLIES & MATERIALS							
211-00-75-20-2120	AUDIO/VISUAL	1,702.71	9,000.00	6,587.18	4,620.00	(2,207.18)	125
211-00-75-20-2130	NEWSPAPERS	0.00	1,000.00	879.18	0.00	120.82	88
211-00-75-20-2140	PERIODICALS	0.00	8,000.00	164.95	0.00	7,835.05	2
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	418.04	2,500.00	1,910.62	0.00	589.38	76
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	300.00	0.00	0.00	300.00	0
211-00-75-20-2210	EQUIPMENT PARTS	0.00	300.00	0.00	0.00	300.00	0
TOTAL SUPPLIES & MATERIALS		6,813.91	80,850.00	54,783.18	4,918.04	21,148.78	74
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	100.00	0.00	0.00	100.00	0
211-00-75-30-3010	ACCOUNTING SERVICES	0.00	800.00	721.89	0.00	78.11	90
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	41.86	480.00	355.81	0.00	124.19	74
211-00-75-30-3090	JANITORIAL SERVICES	1,700.00	20,400.00	13,600.00	1,700.00	5,100.00	75
211-00-75-30-3100	OTHER CONTRACTED SERVICES	14.99	6,000.00	3,794.95	100.00	2,105.05	65
211-00-75-30-3210	TELEPHONE	329.91	6,500.00	3,614.48	0.00	2,885.52	56
211-00-75-30-3220	POSTAGE/FREIGHT	16.66	500.00	27.00	16.66	456.34	9
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	1,000.00	0.00	0.00	1,000.00	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	200.00	289.00	0.00	(89.00)	145
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,500.00	1,259.16	0.00	1,240.84	50
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	60.00	0.00	0.00	60.00	0
211-00-75-30-3510	PUBLISHING & ADVERTISING	264.00	500.00	264.00	264.00	(28.00)	106
211-00-75-30-3610	GENERAL INSURANCE	856.69	9,000.00	6,853.52	0.00	2,146.48	76
211-00-75-30-3810	ELECTRICITY	0.00	36,000.00	17,293.97	0.00	18,706.03	48
211-00-75-30-3840	GARBAGE REMOVAL	0.00	1,800.00	1,955.11	0.00	(155.11)	109
211-00-75-30-3860	HEAT-NATURAL GAS	0.00	4,000.00	2,476.40	0.00	1,523.60	62
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	6,000.00	4,019.79	0.00	1,980.21	67
211-00-75-30-4010	BUILDING MAINT/REPAIRS	1,025.91	15,000.00	3,636.86	0.00	11,363.14	24
211-00-75-30-4015	GROUPS MAINTENANCE	25.99	1,000.00	226.29	0.00	773.71	23
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	1,292.13	0.00	1,707.87	43

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EXPENSES							
GENERAL ADMINISTRATION							
OTHER SERVICES & CHARGES							
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	152.86	6,000.00	6,089.84	0.00	(89.84)	101
211-00-75-30-4100	EQUIPMENT LEASES	33.55	1,900.00	609.84	0.00	1,290.16	32
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		4,462.42	132,690.00	69,259.04	2,080.66	61,350.30	54
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	13,180.00	0.00	22,583.85	0.00	(22,583.85)	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		13,180.00	0.00	22,583.85	0.00	(22,583.85)	100
TOTAL GENERAL ADMINISTRATION		65,803.64	779,198.00	496,040.27	7,143.85	276,013.88	65
BLANDIN GRANT							
211-00-95-00-5720	BLND GRANT-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5730	BLND GRANT-BOOKS & MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5740	BLND GRANT-YOUTH PROGRAMS	0.00	0.00	0.00	0.00	0.00	0
211-00-95-00-5745	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
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 GRNT-SMALL GRANTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	0.00	0.00	0.00	0.00	0

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TOTAL BLANDIN GRANT		0.00	0.00	0.00	0.00	0.00	0
TOTAL EXPENSES:		65,803.64	779,198.00	496,040.27	7,143.85	276,013.88	65
TOTAL FUND REVENUES		28,829.70	779,198.00	463,678.28	0.00	315,519.72	60
TOTAL FUND EXPENSES		65,803.64	779,198.00	496,040.27	7,143.85	276,013.88	65
FUND SURPLUS (DEFICIT)		(36,973.94)	0.00	(32,361.99)			
TOTAL ALL FUND REVENUES		28,829.70	779,198.00	463,678.28	0.00	315,519.72	60
TOTAL ALL FUND EXPENSES		65,803.64	779,198.00	496,040.27	7,143.85	276,013.88	65
ALL FUND SURPLUS (DEFICIT)		(36,973.94)	0.00	(32,361.99)			

Directors Report: September 9 , 2015

Agenda Items

Consent Agenda

Donation Resolution - Bequests:

Family and Friends of Eleanor Loveland have contributed a total of \$ 4500 with \$2000 designated for children's materials, and the remainder for adults. Tracy and Darla are looking at nonfiction materials for children. Will purchased a large collection of PBS DVDs on history and other educational topics, and Amy is compiling a list of Christian fiction to purchase.

Late bills

Randy purchased boards, hardware and finishing products for modifying one of the units in the Children's library so it can be used for picture books rather than hanging bags.

Regular Agenda

Tom Pagel was talking with Sonja M at the Blandin Foundation about a variety of City projects and the solar project came up. Tom asked me to complete an application for \$4,000, which I did. I am asking for authorization after the fact to submit the grant, with my apologies.

Updates:

Budget.

Tom is expecting to have tax capacity numbers next week. We may need to make budget adjustments based on the numbers received.

Passports:

The application to become a Passport Acceptance Facility was submitted in mid-August. We received preliminary approval last week and were set up for access to online training. Will Richter and I completed the online training program, and sent off our certificates to the Minneapolis Passport office (September 2) The training certificates will be added to our application and forwarded to the State Department in Washington for approval. I am really pushing the Minneapolis office to provide us with in-person training on site, probably as a training for all passport sites in the region.

Copy machine

Step one of the copy machine installation occurred in late August. A color copy machine was installed on the back of the Reference desk. It is fairly easy to use, and allows for document feeding, color copies, 2 sided copying and other features that we could not offer before. The next step is to connect it to the public computer network to allow color printing from the computers. Eric and Lasha (IT) started testing and configuring that connection after they upgraded the Pharos server, which controls time and print management.

Solar Mounts

The Mounting/tracking system was ordered and should be completed and arrive in late September. On a related note, the statewide Clean Energy Resource Team (CERTS) will be meeting here in October with someone from the Rocky Mountain Institute as the speaker. They will have a tour of the energy center and the solar project.

Blandin Fndtn Parking Lot expansion

Construction continues. The Blandin Foundation staff will not be back in the building until October. They were hoping for the end of August.

Eholt Bequest

The attorney for the estate gave me a heads up that John Hancock Insurance Co. is delaying payment and was given September 3rd as deadline to settle or pay penalties. This will drag on for a while!

AV installation

Wicklund Productions has completed the installation and provided a brief training for staff on Friday morning, September 4. The two cables to the projector are not functioning, so Chris will replace those next week.

Children's space

Most of the furniture and display items have arrived. Tracy held a "focus group" with kids to get input on some of the details and received recommendations for games, colors etc.

Downloadable magazines

We have been offering downloadable magazines through Zinio, but libraries received many complaints that it was too complicated to use, and circulation was never very high during the few years we subscribed. Overdrive, the provider of our downloadable ebooks and audiobooks, is getting into the magazine business and offered a one year trial with no platform fee. The decision was made to go with the trial. The down side is that the format currently does not allow downloading to a Kindle Fire, or reading on a Windows 7 computer. Anything that will allow a Nook app will work. There are about 100 titles available, more than with Zinio.

Assistant Director Report
September 2015

Teen Advisory Board

August 25, 2015

Members present: Desiree R.

Desiree and I talked about the graphic novel collection. In the collection there are many manga series. Manga are graphic novels from Japan. The series are rated using age ratings. There are all ages, teen and older teen books. I checked other libraries to see where they house their older teen manga series. Some libraries place them in the adult area while others put them in the teen area (like we do) I was hoping more members would be at the meeting to get their ideas about where to put the older teen books. Hopefully more will show for the September meeting.

Teens

Two different TeenWorks groups spent time at the library in August. They invited me for lunch both times and we chatted about the library over pizza. I then gave walking tours to the groups. Lots of the kids had library cards although some didn't so I got them set up with a card.

Anime club met August 13. There were 15 teens that attended the club. In addition to watching Soul Eater I cooked Ramen noodles for the group. I cooked all different kinds and they ate them. One girl said she didn't realize how many different kinds of Ramen there are!

The monthly teen room drawing had 4 entries. Anthony C. won. Anthony is a regular library user and was so excited to win!

YALSA, the Young Adult Library Services Association, produces the teens' top ten list of books nominated every summer. Teens can read the books nominated and vote online for up to 3 of their favorites. I put up signs in the teen area directing teens to come to the reference desk to get the list of books nominated and to choose a prize from the prize bag. 11 teens participated in August.

Display Case

I made contact with Katie Marshall at MacRostie to see if she wanted to use the lobby display case to show items related to their exhibit "What's Left". She brought over a few things and we added some books from our collection. We will keep the items in there a few weeks and then use the case for Banned Books Week at the end of September.

Document Scanner and Copier

The new document scanner has been working great! It will scan many double-sided pages at one time and create a PDF file right away. We had one gentleman use it two days in a row and he walked away HAPPY.

The new copy machine is working out well! One person made a color copy of a passport and the copy was great. It is simple to use and makes nice copies!

Staff

We added another check-in station in the back which Faye and John have been using. It gives more flexibility when one station is in use.

We have started a reusable bag campaign. EarthCircle brought us some bags and the Friends purchased 400 bags we can give out. EarthCircle also gave us some signs we have now posted throughout the building.

CIRCULATION	THIS MONTH	YTD	YTD 2014	Express Check outs	% of total c/o	August
Check-outs	14,251	105,077	103,058	4,204	29.50%	
Total Circulation	16,109	118,907	117,729			
Returns	16,893	116,899	116,103			
New cards	112	800	914			

Door count
12689
as of 3/1 includes all visitors to library

TECHNICAL PROCESSES	THIS MONTH	YTD	YTD 2014
Books cataloged and processed	554	4,959	4,426
Withdrawn copies	391	3,025	4,335
Withdrawn Titles	321	2,286	2,369

REFERENCE	THIS MONTH	YTD	YTD 2014
tests proctored	426	5,535	5,239
computer help over 5 minutes	10	77	63
INTERNET	46	285	59
Pharos sessions ***	1,346	889	9,188

SESSIONS	HOURS	YTD SESSIONS	YTD HOURS	2014 YTD SESSIONS	2014 YTD HOURS
				9,897	6,411

Non-Pharos sessions	125	618
VOLUNTEERS	100	491.00
		2616.00

MEETING ROOM	YTD HOURS	2014 YTD HOURS
COMMUNITY ROOM	43	179

beginning March 1 we started counting all visitors no matter where they went

PROGRAMS & TOURS	PROGRAMS	PEOPLE	YTD PROGRAMS	YTD PEOPLE	2014 YTD groups	2014 YTD PEOPLE
BOOK TIME	0	0	38	869	36	842
SATURDAY STORY TIME	10	157	58	1246	58	1,590
CLASS VISITS	0	0	25	904	21	686
NON SCHOOL GROUPS	0	0	5	122	7	209
CHILDREN'S PROGRAMS	5	119	31	874	32	1,214
TEEN PROGRAMS	6	54	33	376	29	353
Total Youth Programs	21	330	190	4391	183	4,894
Total Adult Programs	3	65	34	772	34	1,021

BOOKINGS & ARRANGEMENTS	HRS THIS MONTH	HRS YTD	HRS YTD 2014
TOTALS	5	77.5	70

Children's Library Summary

August 2015

August has typically been a slower, quieter month in the Children's Library. Many families take a vacation, the weather is good, and many scheduled summer activities have ended, so there are fewer reasons to be "in town." And, of course, there is the Fair. But this summer at least, the library is still the place to be. Frequently, families filled the space by 9:30 am. With a break for lunch, a smaller crowd appeared in the afternoon, staying till dinner time!

Of course, Saturday morning story times are still a draw, although the numbers were down slightly in August.

Tracy's Fun Family Fridays were a big hit, averaging 30 – 40 participants each of three weeks. Her theme of "Silly, Sillier and Silliest Stories" made for lots of laughs and fun for all ages.

Family Movie Night, Thursday, August 27 featured "That Darn Cat!" the original film from 1965, starring Hayley Mills in her last picture for Disney. Although 50 years old, the comedy still holds up. Even though it was a small audience, there were plenty of big laughs.

Looking ahead:

- Monday Book Time resumes on September 14 at 9:30 and 10:30 with teacher Charlotte (Char) Zanardi, and her able TA Suzy Hepokoski.
- Thursday, September 24 at 6:00 pm, Family Movie Night will feature "DisneyNature: Monkey Kingdom." This series of films is outstanding!

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

introduced the following resolution and moved for
its adoption:

RESOLUTION NO. 2015-08
A RESOLUTION ACCEPTING DONATIONS

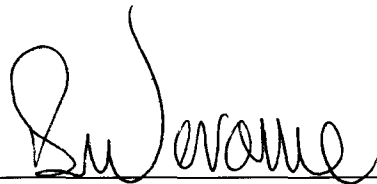
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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

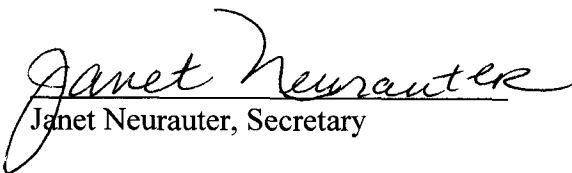
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

- \$80 Lyman Loveland (for Roger Holmstrom, Ellen & Gary Kermeen and Barbara Brunick)
books in memory of Evelyn E. Loveland
- \$20 Geraldine and Harris Williams books in memory of Evelyn E. Loveland
- \$65 Lyman Loveland books in memory of Evelyn E. Loveland
- \$40 Neal Nicolaus Sun magazine in memory of Joseph Gallant
- \$100 Barb and Ken Sanderson books in memory of Reuben Patnaude

Adopted this 9th day of September 2015



Dennis Jerome, President



Janet Neurauter, Secretary

Board member *Mary Helen Haarklan* seconded the foregoing resolution and the following voted in favor thereof:
Dennis Jerome, Randy McCarty, Janet Neurauter, Max Peters, Mary Helen Haarklan

And the following voted against same: —

And the following abstained: —

Whereby the resolution was declared duly passed and adopted.