



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, October 13, 2021

5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday October 13, 2021 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Board Chair MacDonell called the meeting to order at 5:00 pm.

CALL OF ROLL:

Present: Blocker, Kee, Lassen, MacDonell, Martin, Richards, Tabbert, Teigland

Absent: Thouin

Staff present: Will Richter, Director

APPROVAL OF AGENDA:

Mover: Richards

Second: Blocker

Result: Approved by 8-0 roll-call vote.

PUBLIC COMMENT (if anyone wishes to address the Board):

None.

APPROVAL OF MINUTES:

1. Review and approve 9-8-21 Library Board Minutes

Mover: Martin

Second: Blocker

Result: Approved by 8-0 roll-call vote.

COMMUNICATIONS:

None.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Summary Bill List
3. Detailed Bill List
4. Schedule of Changes in Revenue, Expenditures, and Fund Balance
5. Revenue and Expenditures YTD
6. Detailed Revenue and Expense Report
7. Library Balance Sheet

Motion to approve financial reports and payment of bills as listen in Board packet.

Mover: Kee

Secunder: Richards

Result: Approved by 8-0 roll-call vote.

CONSENT AGENDA (Roll Call Vote Required):

8. Consider Resolution 2021-05 accepting donations from Bob and Ginny Wickman and ISD #318.

Motion to approve Consent Agenda.

Mover: Kee

Secunder: Martin

Result: Approved by 8-0 roll-call vote.

REGULAR AGENDA:

9. Consider Resolution 2021-06 Setting 2022 Library Calendar

Request by Board Member Richards to make correction to December 26 and bring back to November meeting.

10. Review 2022 Proposed Levy (adopted as Preliminary Levy 9/27/21)

Informational – no action taken.

11. Review index of documents and policies that guide the Library.

Informational – no action taken.

12. Discuss progress of ARPA sub-grant

Review suggested IT purchase of ten (10) refurbished desktops and monitors from Tech Soup.

13. Discuss 2022 Library Board Vacancies

Informational – no action taken.

UPDATES:

14. Friends Update

Ellen Teigland provided Friends update:

9/9 book sale raised \$1,300+

Next book sale is November 6 at Community Presbyterian (books and baked goods)

15. Foundation Update

Lisa Tabbert provided Foundation update:

Foundation is changing bylaws to appropriately reflect new mission and vision.

Foundation members are volunteering at Second Harvest next week.

STAFF REPORTS AND LIBRARY STATISTICS:

16. Staff Reports

Informational – no action taken.

17. Library Statistics

Informational – no action taken.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR November 10, 2021, AT 5:00 PM.

Location: City Council Chambers, 420 N. Pokegama Avenue Grand Rapids, MN 55744

ATTEST: Lisa Tabbert, Library Board Secretary

A handwritten signature in black ink, reading "Lisa Tabbert". The signature is written in a cursive, flowing style with a large initial "L".

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - OCTOBER 13, 2021

DATE: 10/04/2021
 TIME: 12:55:11
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/13/2021

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0113100	AMAZON.COM	558.42
0118100	ARAMARK UNIFORM SERVICES	88.68
0118660	ARROWHEAD LIBRARY SYSTEM	41.18
0201428	BAKER & TAYLOR LLC	3,581.66
0212124	BLACKSTONE PUBLISHING	994.67
0405500	DEMCO INC	644.69
0609525	FINDAWAY WORLD LLC	683.65
0718010	CITY OF GRAND RAPIDS	1,663.64
0914325	INGRAM ENTERTAINMENT INC.	109.57
1015325	JOHNSON CONTROLS FIRE	600.00
1415377	NORTHERN BUSINESS PRODUCTS INC	1,074.81
1605665	PERSONNEL DYNAMICS LLC	328.14
1901535	SANDSTROM'S INC	224.78
1908570	SHOWCASES	308.88

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 10,902.77

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	12.89
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	19,935.82
1209516	LINCOLN NATIONAL LIFE	45.60
1301146	MARCO TECHNOLOGIES, LLC	120.43
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309265	MN DEPT OF LABOR & INDUSTRY	30.00
1401450	JOHN NALAN	166.89
1405850	NEXTERA COMMUNICATIONS LLC	75.14
1415377	NORTHERN BUSINESS PRODUCTS INC	40.98
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	247.76
1605665	PERSONNEL DYNAMICS LLC	218.76
1621130	P.U.C.	3,474.80
2114750	UNUM LIFE INSURANCE CO OF AMER	19.35
2209665	VISA	9.29
2301700	WM CORPORATE SERVICES, INC	133.48

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 33,745.09

TOTAL ALL DEPARTMENTS 44,647.86

Board member

introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2021-05
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:

Bob and Ginny Wickman - \$100.00 (undesignated)
ISD #318 - \$300.00 for Summer Celebration

Adopted this 13th day of October, 2021



Lisa Tabbert, Secretary



Jean MacDonell, President

Board member
in favor thereof:

seconded the foregoing resolution and the following voted

And the following voted against same:
And the following abstained:
Whereby the resolution was declared duly passed and adopted.