

# GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, March 11, 2026

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, March 11, 2026 at 5:00 PM in City Hall Council Chambers, 420 N. Pokegama Avenue, Grand Rapids, Minnesota

## CALL OF ROLL:

### PRESENT:

Member Cyndy Martin  
Member Ellen Teigland  
Member Sheena Richards  
Member Aaron Squadroni  
Member Janelle Dobbs  
Member Jennifer Barr  
Member Beau Casteel

### ABSENT:

Member Tabbatha Litchke  
Member Amanda King

STAFF: Amy Dettmer, Library Director

## APPROVAL OF AGENDA:

Motion made by Member Dobbs, Seconded by Member Casteel.

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

None.

## APPROVAL OF MINUTES:

1. Consider a motion to approve 2-11-2026 Library Board Meeting Minutes  
Motion made by Member Richards, Seconded by Member Dobbs.

## COMMUNICATIONS:

2. Note of thanks from patron.  
Library Director reported on a note of thanks from a patron.

#### FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

3. Consider a motion to authorize payment of the Library Bill List.  
Motion made by Member Richards, Seconded by Member Barr.  
Voting Yea: Member Martin, Member Teigland, Member Squadroni, Member Dobbs, Member Casteel

#### CONSENT AGENDA (Roll Call Vote Required):

4. Consider a resolution accepting donations.  
Motion made by Member Dobbs, Seconded by Member Teigland.  
Voting Yea: Member Martin, Member Richards, Member Squadroni, Member Barr, Member Casteel

#### REGULAR AGENDA:

5. Consider submittal of Minnesota Public Library Annual Report and authorize the Board Chair and Library Director to sign the Approval Form.

Library Director Dettmer discussed the Annual Report. Asked for a motion to submit the Annual Report and authorize signatures. Motion by Member Richards, seconded by Member Casteel.

6. Review 2026 Arrowhead Library System budget.

Informational-no action taken.

7. Catholic Community Foundation Grant.

Library Director Dettmer updated the Board about the grant. The Library received a grant in the amount of \$2,500 to retrofit water fountains with water bottle filler/fountain machines.

8. Consider authorizing Library Director to purchase EnvisionWare print and reservation service.

Library Director asked for authorization to move forward and purchase a computer print and reservation system for the public. Motion made by Member Dobbs, seconded by Member Teigland.

9. Review Herald-Review article.

Informational-no action taken.

10. Review City 2026 Legislative Priorities.

Informational-no action taken.

#### UPDATES:

11. Friends and Foundation.

Member Teigland reported the Friends will be having a book sale on Monday, March 23 from 10:30AM-5:30PM in the Library Program Room. Member Barr reported the Foundation will meet in April.

STAFF REPORTS:

12. Review February Library stats and reports.

Library Director reported a new staff person started March 4<sup>th</sup> and another celebrated 34 years of working at the Library. 281 people participated in Winter Reading. Displays in the Library include March Into Adventure in Children's, March Meowdness on the main display table, and Authors We Love in YA.

ADJOURNMENT:

There being no further business, the meeting adjourned at 5:30PM.

Respectfully submitted:

Amy Dettmer, Library Director

**GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MARCH 11, 2026  
DETAILED REPORT**

**PUBLIC LIBRARY**

BLACKSTONE PUBLISHING	2226348-L	\$	94.00
BLACKSTONE PUBLISHING	2225623-L	\$	73.24
BLACKSTONE PUBLISHING	2225215-L	\$	141.00
BOUNDARY WATERS JOURNAL	2026/Renewal-L	\$	30.00
CENGAGE LEARNING INC	999102334506-L	\$	146.95
COLE HARDWARE INC	168939-L	\$	1.62
COLE HARDWARE INC	168623-L	\$	13.39
DEMCO INC	7759454-L	\$	118.40
GRAND RAPIDS HERALD REVIEW	231658-L	\$	316.00
INGRAM LIBRARY SERVICES LLC	94250009-L	\$	50.73
INGRAM LIBRARY SERVICES LLC	94250012-L	\$	21.81
INGRAM LIBRARY SERVICES LLC	94250011-L	\$	20.22
INGRAM LIBRARY SERVICES LLC	94250008-L	\$	18.06
INGRAM LIBRARY SERVICES LLC	94250007-L	\$	16.97
INGRAM LIBRARY SERVICES LLC	94303907-L	\$	34.59
INGRAM LIBRARY SERVICES LLC	94303905-L	\$	33.33
INGRAM LIBRARY SERVICES LLC	94289927-L	\$	21.97
INGRAM LIBRARY SERVICES LLC	94289926-L	\$	20.63
INGRAM LIBRARY SERVICES LLC	94303906-L	\$	16.59
INGRAM LIBRARY SERVICES LLC	94817775-L	\$	15.73
INGRAM LIBRARY SERVICES LLC	94405140-L	\$	20.94
INGRAM LIBRARY SERVICES LLC	94435701-L	\$	37.58
INGRAM LIBRARY SERVICES LLC	94435702-L	\$	31.43
INGRAM LIBRARY SERVICES LLC	94435700-L	\$	22.87
INGRAM LIBRARY SERVICES LLC	94435703-L	\$	21.06
INGRAM LIBRARY SERVICES LLC	94435704-L	\$	20.98
INGRAM LIBRARY SERVICES LLC	94435699-L	\$	19.10
INGRAM LIBRARY SERVICES LLC	94538821-L	\$	21.63
INGRAM LIBRARY SERVICES LLC	94538822-L	\$	20.41
INGRAM LIBRARY SERVICES LLC	94574350-L	\$	25.23
INGRAM LIBRARY SERVICES LLC	94601649-L	\$	59.40
INGRAM LIBRARY SERVICES LLC	94632474-L	\$	26.92
INGRAM LIBRARY SERVICES LLC	94673822-L	\$	73.89
INGRAM LIBRARY SERVICES LLC	94673824-L	\$	34.93
INGRAM LIBRARY SERVICES LLC	94673827-L	\$	21.05
INGRAM LIBRARY SERVICES LLC	94673826-L	\$	20.98
INGRAM LIBRARY SERVICES LLC	94673821-L	\$	17.74
INGRAM LIBRARY SERVICES LLC	94673825-L	\$	11.35
INGRAM LIBRARY SERVICES LLC	94673823-L	\$	9.54
INGRAM LIBRARY SERVICES LLC	94763880-L	\$	25.77
INGRAM LIBRARY SERVICES LLC	94781583-L	\$	37.77
INGRAM LIBRARY SERVICES LLC	94781584-L	\$	18.82
INGRAM LIBRARY SERVICES LLC	94781585-L	\$	18.57
INGRAM LIBRARY SERVICES LLC	94781582-L	\$	18.39
INGRAM LIBRARY SERVICES LLC	94817777-L	\$	597.13
INGRAM LIBRARY SERVICES LLC	94828838-L	\$	157.36
INGRAM LIBRARY SERVICES LLC	94817776-L	\$	33.89
INGRAM LIBRARY SERVICES LLC	94817774-L	\$	16.85
INGRAM LIBRARY SERVICES LLC	94250006-L	\$	51.39
INGRAM LIBRARY SERVICES LLC	94250010-L	\$	257.36
INGRAM LIBRARY SERVICES LLC	94217619-L	\$	40.92
INGRAM LIBRARY SERVICES LLC	94183194-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	94130585-L	\$	19.66
INGRAM LIBRARY SERVICES LLC	94130586-L	\$	19.99
INGRAM LIBRARY SERVICES LLC	94130587-L	\$	21.42
INGRAM LIBRARY SERVICES LLC	94130588-L	\$	47.23
INGRAM LIBRARY SERVICES LLC	94130589-L	\$	503.06
INGRAM LIBRARY SERVICES LLC	94405139-L	\$	21.66
INNOVATIVE OFFICE SOLUTIONS	IN5064405-L	\$	421.04
INNOVATIVE OFFICE SOLUTIONS	IN5065839-L	\$	6.74

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MARCH 11, 2026  
DETAILED REPORT

LIBRARY IDEAS LLC	123921-L	\$	253.24
MIDWEST TAPE LLC	508502210-L	\$	26.24
MIDWEST TAPE LLC	508468977-L	\$	71.97
PERSONNEL DYNAMICS LLC	55335-L	\$	204.24
PERSONNEL DYNAMICS LLC	55360-L	\$	319.13
PERSONNEL DYNAMICS LLC	55347-L	\$	331.89
PERSONNEL DYNAMICS LLC	55320-L	\$	306.36
SANDSTROM'S INC	576178-L	\$	141.20
SANDSTROM'S INC	F576660-L	\$	52.03
UNIQUE MANAGEMENT SERVICES INC	6150516-L	\$	163.10
VESTIS GROUP, INC	2630518659-L	\$	89.89
VESTIS GROUP, INC	2630523419-L	\$	89.89

**TOTAL ALL INVOICES: \$ 6,132.26**

**GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MARCH 11, 2026  
DEPARTMENT SUMMARY REPORT**

**PUBLIC LIBRARY**

BLACKSTONE PUBLISHING		\$	308.24
BOUNDARY WATERS JOURNAL		\$	30.00
CENGAGE LEARNING INC		\$	146.95
COLE HARDWARE INC		\$	15.01
DEMCO INC		\$	118.40
GRAND RAPIDS HERALD REVIEW		\$	316.00
INGRAM LIBRARY SERVICES LLC		\$	2,720.70
INNOVATIVE OFFICE SOLUTIONS		\$	427.78
LIBRARY IDEAS LLC		\$	253.24
MIDWEST TAPE LLC		\$	98.21
PERSONNEL DYNAMICS LLC		\$	1,161.62
SANDSTROM'S INC		\$	193.23
UNIQUE MANAGEMENT SERVICES INC		\$	163.10
VESTIS GROUP, INC		\$	179.78

**TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 6,132.26**

**CHECK ISSUED PRIOR APPROVAL**

AMAZON CAPITAL SERVICES	1FT7-QQFK-KRML-L	\$	113.09
AMAZON CAPITAL SERVICES	1N3P-VH19-7LN6-L	\$	100.49
AT&T	26825783 2026/FEBRUARY	\$	55.23
DIANA MAGNER	022526-L	\$	125.00
EMILY LINDNER	020926-L	\$	175.00
GRAND RAPIDS PAYROLL	LIB - 02/06/26	\$	20,596.85
GRAND RAPIDS PAYROLL	LIB - 02/20/26	\$	20,666.32
LEAGUE OF MN CITIES INS TRUST	10002479/2026	\$	2,373.77
MARCO TECHNOLOGIES	574702205-L	\$	165.65
MINNESOTA ENERGY	0507783569-01/JAN26-L	\$	1,843.30
MN REVENUE	2026/JANUARY	\$	54.00
PAUL BUNYAN COMMUNICATIONS	4026700/FEB26-L	\$	248.92
PUC UTILITIES	LIB/JAN26-L	\$	3,394.28
WASTE MANAGEMENT	0131615-2808-1 2026/JANUARY	\$	145.86

**TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 50,057.76**

**TOTAL: \$ 56,190.02**

RESOLUTION NO. 2026-03  
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:

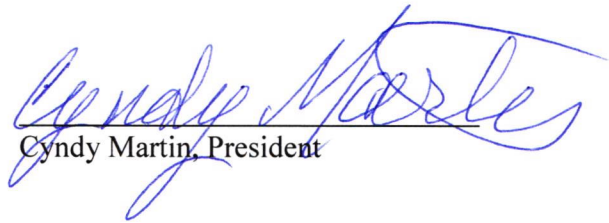
**Grand Rapids Area Library Foundation – \$253.24**

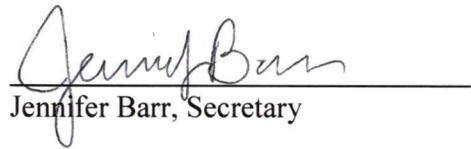
**N. Eltgroth - \$500.00 (unrestricted)**

**L. Loveland - \$3,000.00 (restricted for Children’s Department)**

**M. Demers - \$200.00 (unrestricted)**

Adopted this 11th day of March 2026

  
Cyndy Martin, President

  
Jennifer Barr, Secretary