

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, August 12, 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, August 12, 2026 at 5:00 PM at Grand Rapids Area Library, Program Room, 140 NE 2nd Street, Grand Rapids, Minnesota

REORGANIZATION - BOARD PRESIDENT AND VICE PRESIDENT.

Library Director Dettmer called the meeting to order at 5:00PM. The first order of business was board reorganization. Slate of officers for Board President and Vice-President was presented. Motion made by Member Teigland, Seconded by Member Barr to accept the slate. Motion passed. Member Richards is President. Member Dobbs is Vice-President. Library Director Dettmer indicated a new board member living in a township is needed.

Member Sqaudroni arrived at 5:02PM.

CALL OF ROLL:

PRESENT

Member Ellen Teigland
Member Sheena Richards
Member Aaron Squadroni
Member Janelle Dobbs
Member Jennifer Barr
Member Beau Casteel
Member Amanda King

ABSENT

Member Tabbatha Litchke

STAFF

Library Director Amy Dettmer

APPROVAL OF AGENDA:

Motion made by Member Dobbs, Seconded by Member Casteel. Motion passed unanimously.

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

None.

APPROVAL OF MINUTES:

1. Consider approval of Library Board meeting minutes from July 8, 2026.

Motion made by Member Teigland, Seconded by Member Dobbs to approve the minutes.
Motion passed unanimously.

COMMUNICATIONS:

2. Annual Report acceptance letter.

Informational-no action taken.

3. Thank you card.

Informational-no action taken.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

4. Review financial reports and consider a motion to authorize payment of the Library Bill List.

Motion made by Member Dobbs, Seconded by Member Squadroni.
Voting Yea: Member Teigland, Member Richards, Member Squadroni, Member Dobbs,
Member Barr, Member Casteel, Member King

CONSENT AGENDA (Roll Call Vote Required):

5. Consider adopting a resolution accepting donations.

Motion made by Member Dobbs, Seconded by Member King to adopt a resolution accepting donations.

Voting Yea: Member Teigland, Member Richards, Member Squadroni, Member Dobbs,
Member Barr, Member Casteel, Member King

REGULAR AGENDA:

6. Preliminary 2027 Budget.

Library Director Dettmer talked about the 2027 budget. Little is changed from the final 2026 budget. The Supporting our Library Fund has \$205,000 which will be used for operations to increase open hours in 2027.

7. Petty cash policy.

Library Director Dettmer presented the changes to the policy. 21 Petty cash will be eliminated with library fund handling added as 29 in the policy manual.

Motion made by Member Dobbs, Seconded by Member Teigland to eliminate the petty cash policy and add 29 in the policy manual. Motion passed unanimously.

UPDATES:

Friends

Foundation

Member Teigland announced the Friends July booksale made \$3,000.00. Library Director Dettmer said she asked the Friends for funds totaling \$9,000 to purchase 4 book carts, water fountain, and magazine renewals.

Member Barr said the Foundation will meet September 17. The group continues to approve invoices for reimbursement to the library. The President of the Foundation is looking for someone to replace her.

STAFF REPORTS:

8. Review library reports and statistics.

Library Director Dettmer reported:

The cleaner retired and Willow Leaf Commercial Cleaning has been contracted to clean the library.

The Reif Dance Spring Show playbill featured the library in the beginning of the book.

She spoke to members of the DFL on Wednesday, August 5.

The new printing/copying system has been installed. This is the first week of implementation.

Summer Celebration at the end of July was a huge success. It was a very hot day.

The library serves as the polling place for precinct 2. The primary was held on Tuesday August 11. A little over 300 people voted.

She had a good conversation with Mollie Stanford, Executive Director of ALS, regarding the membership agreement. Next steps include forming a subcommittee to meet with Mollie and ALS Board Members.

ADJOURNMENT:

Board President Richards adjourned the meeting at 5:32PM

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 9, 2026, AT 5:00 PM.

ATTEST: Amy Dettmer, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - AUGUST 12, 2026
DEPARTMENT SUMMARY REPORT

PUBLIC LIBRARY

5 STAR PEST CONTROL &	\$	550.00
ANDERSON GLASS	\$	3,011.72
BLACKSTONE PUBLISHING	\$	600.99
BURRGRAF'S ACE HARDWARE	\$	34.98
CENGAGE LEARNING INC	\$	207.75
GOVCONNECTION INC	\$	631.84
INGRAM LIBRARY SERVICES LLC	\$	2,510.65
INNOVATIVE OFFICE SOLUTIONS LLC	\$	457.35
MIDWEST TAPE LLC	\$	230.57
PLAYAWAY PRODUCTS LLC	\$	73.09
SANDSTROM'S INC	\$	409.52
SHI INTERNATIONAL CORP	\$	1,008.30
UNIQUE MANAGEMENT SERVICES INC	\$	128.15
VESTIS GROUP, INC	\$	210.14

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 10,065.05

CHECKS ISSUED-PRIOR APPROVAL

AMAZON	1467-KCMX-4JJL-L	\$	108.68
AMAZON	1KHN-34LK-D7N9-L	\$	51.34
AT&T	27790947/JUL26-L	\$	55.21
BAILY LAMOUNTAIN	070626-L	\$	50.00
BAILY LAMOUNTAIN	071326-L	\$	50.00
CAITLYN COONS	070626-L	\$	50.00
CAITLYN COONS	071326-L	\$	50.00
EMILY LINDNER	071326-L	\$	175.00
GRAND RAPIDS PAYROLL	7/10/2026	\$	22,066.20
GRAND RAPIDS PAYROLL	7/24/2026	\$	22,061.07
ISABELLA PRATTO	071924-L	\$	50.00
MARCO	585818974-L	\$	206.37
MN REVENUE	JUNE, 2026	\$	49.00
MUTUAL OF OMAHA	.002153015808/AUG26	\$	29.97
OPERATING ENGINEERS	AUG	\$	9,535.00
PAUL BUNYAN	4026700/JUL26-L	\$	249.12
PUC	LIB/JUN26-L	\$	3,425.40

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 58,262.36

TOTAL ALL DEPARTMENTS: \$ 68,327.41

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - August 12, 2026
DETAILED REPORT

PUBLIC LIBRARY

5 STAR PEST CONTROL &	14609-L	\$	550.00
ANDERSON GLASS	1059254-L	\$	3,011.72
BLACKSTONE PUBLISHING	2238725-L	\$	180.74
BLACKSTONE PUBLISHING	2234912-L	\$	141.00
BLACKSTONE PUBLISHING	2238450-L	\$	138.25
BLACKSTONE PUBLISHING	2239506-L	\$	47.00
BLACKSTONE PUBLISHING	2240772-L	\$	94.00
Burggraf's Ace Hardware	418479-L	\$	11.99
Burggraf's Ace Hardware	418461-L	\$	22.99
CENGAGE LEARNING INC	999102891321-L	\$	124.50
CENGAGE LEARNING INC	999102924588-L	\$	59.25
CENGAGE LEARNING INC	999102974945-L	\$	24.00
GOVCONNECTION INC	77841488-L	\$	215.99
GOVCONNECTION INC	77862076-L	\$	415.85
INGRAM LIBRARY SERVICES LLC	97623632-L	\$	152.48
INGRAM LIBRARY SERVICES LLC	97686936-L	\$	24.68
INGRAM LIBRARY SERVICES LLC	97768275-L	\$	26.36
INGRAM LIBRARY SERVICES LLC	97640265-L	\$	19.46
INGRAM LIBRARY SERVICES LLC	97712469-L	\$	84.00
INGRAM LIBRARY SERVICES LLC	97778214-L	\$	136.12
INGRAM LIBRARY SERVICES LLC	97712470-L	\$	16.89
INGRAM LIBRARY SERVICES LLC	97640266-L	\$	40.20
INGRAM LIBRARY SERVICES LLC	97640267-L	\$	19.33
INGRAM LIBRARY SERVICES LLC	97712471-L	\$	49.04
INGRAM LIBRARY SERVICES LLC	97712472-L	\$	280.64
INGRAM LIBRARY SERVICES LLC	97712473-L	\$	9.39
INGRAM LIBRARY SERVICES LLC	96146937-L	\$	19.03
INGRAM LIBRARY SERVICES LLC	98052564-L	\$	26.36
INGRAM LIBRARY SERVICES LLC	97928981-L	\$	20.54
INGRAM LIBRARY SERVICES LLC	97928982-L	\$	20.93
INGRAM LIBRARY SERVICES LLC	97792922-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	98014659-L	\$	26.92
INGRAM LIBRARY SERVICES LLC	97983391-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97822811-L	\$	11.24
INGRAM LIBRARY SERVICES LLC	97822812-L	\$	25.34
INGRAM LIBRARY SERVICES LLC	97822813-L	\$	27.58
INGRAM LIBRARY SERVICES LLC	97822814-L	\$	418.93
INGRAM LIBRARY SERVICES LLC	97822815-L	\$	25.80
INGRAM LIBRARY SERVICES LLC	97830049-L	\$	92.17
INGRAM LIBRARY SERVICES LLC	98065061-L	\$	30.87

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - August 12, 2026**DETAILED REPORT**

INGRAM LIBRARY SERVICES LLC	98065062-L	\$	18.96
INGRAM LIBRARY SERVICES LLC	98065063-L	\$	19.86
INGRAM LIBRARY SERVICES LLC	98065064-L	\$	18.23
INGRAM LIBRARY SERVICES LLC	98065065-L	\$	18.17
INGRAM LIBRARY SERVICES LLC	98065066-L	\$	24.32
INGRAM LIBRARY SERVICES LLC	97954572-L	\$	18.03
INGRAM LIBRARY SERVICES LLC	97954573-L	\$	19.95
INGRAM LIBRARY SERVICES LLC	97954574-L	\$	23.48
INGRAM LIBRARY SERVICES LLC	94595324-L CM	\$	(16.24)
INGRAM LIBRARY SERVICES LLC	95792190-L CM	\$	(3.29)
INGRAM LIBRARY SERVICES LLC	96415006-L CM	\$	(16.79)
INGRAM LIBRARY SERVICES LLC	97965706-L	\$	22.14
INGRAM LIBRARY SERVICES LLC	97965707-L	\$	20.46
INGRAM LIBRARY SERVICES LLC	98180410-L	\$	41.39
INGRAM LIBRARY SERVICES LLC	98180411-L	\$	10.64
INGRAM LIBRARY SERVICES LLC	98198470-L	\$	16.92
INGRAM LIBRARY SERVICES LLC	98198471-L	\$	16.36
INGRAM LIBRARY SERVICES LLC	98198472-L	\$	18.07
INGRAM LIBRARY SERVICES LLC	98198473-L	\$	18.04
INGRAM LIBRARY SERVICES LLC	98198474-L	\$	11.30
INGRAM LIBRARY SERVICES LLC	98198475-L	\$	494.23
INGRAM LIBRARY SERVICES LLC	98234059-L	\$	20.63
INGRAM LIBRARY SERVICES LLC	98234060-L	\$	20.55
INGRAM LIBRARY SERVICES LLC	98234061-L	\$	19.34
INNOVATIVE OFFICE SOLUTIONS LLC	IN5158042-L	\$	306.52
INNOVATIVE OFFICE SOLUTIONS LLC	IN5158118-L	\$	150.83
MIDWEST TAPE LLC	509149356-L	\$	26.99
MIDWEST TAPE LLC	509084763-L	\$	38.99
MIDWEST TAPE LLC	509211519-L	\$	108.21
MIDWEST TAPE LLC	509181975-L	\$	56.38
PLAYAWAY PRODUCTS LLC	543276-L	\$	73.09
SANDSTROM'S INC	593209-L	\$	192.88
SANDSTROM'S INC	593612-L	\$	133.97
SANDSTROM'S INC	S593921-L	\$	100.52
SANDSTROM'S INC	CM381128-L	\$	(79.17)
SANDSTROM'S INC	596051-L	\$	61.32
SHI INTERNATIONAL CORP	B21512687-L	\$	1,008.30
UNIQUE MANAGEMENT SERVICES INC	6161058-L	\$	128.15
VESTIS GROUP, INC	2630570274-L	\$	105.07
VESTIS GROUP, INC	2630574822-L	\$	105.07

TOTAL ALL INVOICES: \$ 10,065.05

RESOLUTION NO. 2026-08
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:

Grand Rapids Area Library Friends – \$499.05 (graphic novels)

Grand Rapids Area Library Foundation – \$2,415.44

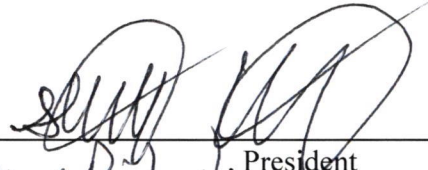
Neal Nicolaus - \$52.00 (The Sun magazine)

Sue Pulkrabek - \$20.00 (unrestricted - in memory of Larry Mercier)

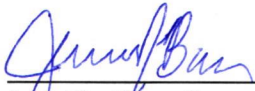
Anonymous - \$50.00 (unrestricted)

Tom and Mary Jones - \$50.00 (unrestricted - in memory of Catherine Downing)

Adopted this 12th day of August 2026



Sheena Richards, President



Jennifer Barr, Secretary