

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, June 11, 2025

5:00 PM

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, June 11, 2025 at 5:00 PM.

CALL TO ORDER:

Chair Martin called the meeting to order at 5:00 PM.

CALL OF ROLL:

Present: Barr, Casteel, Dobbs, King, Litchke, Martin, Richards, Teigland

Absent: Squadroni

Staff: Will Richter, Library Director

APPROVAL OF AGENDA:

Motion to approve agenda: Richards

Second: Teigland

Result: Passed unanimously

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

None

APPROVAL OF MINUTES:

1. Consider approval of Minutes from the 05-14-2025 Library Board Meeting.

Motion to approve Minutes from 05-14-2025 meeting: Dobbs

Second: Casteel

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Consider approval of Library Bill List and review financial reports.

Motion to approve payment of Bill List: Teigland

Second: Richards

Result: Passed 8-0 via roll-call

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of a resolution accepting donations to the library.
4. Consider a contract with Emily Lindner for a series of book club meetings.
5. Consider a contract with Emily Slaubaugh for a series of Musical Storytime programs.

Motion to approve Consent Agenda: Richards

Second: King

Result: Passed 8-0 via roll-call

REGULAR AGENDA:

6. Library Advocacy Update.

Informational

7. Review Collection Development Guidelines.

Informational

UPDATES:

Friends by Teigland – Booksale is 7/11 and 7/12 at CPC

Foundation by Barr – Next meeting is 9/16.

STAFF REPORTS:

8. Review Library Reports and Statistics.

Informational - Library Director Richter gave a summary of library reports and statistics.

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:36 PM

NEXT REGULAR MEETING IS SCHEDULED FOR JULY 9, 2025, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 11, 2025

DATE: 06/04/2025
 TIME: 13:07:24
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/11/2025

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0100010	5 STAR PEST CONTROL &	550.00
0118100	VESTIS GROUP INC	151.74
0201428	BAKER & TAYLOR LLC	545.61
0212124	BLACKSTONE PUBLISHING	141.00
0405500	DEMCO INC	131.10
0718010	CITY OF GRAND RAPIDS	1,508.75
0914324	INGRAM LIBRARY SERVICES LLC	2,008.92
0914540	INNOVATIVE OFFICE SOLUTIONS LL	563.90
1305203	APG MEDIA OF MINNESOTA, LLC	512.80
1309055	MIDWEST TAPE LLC	227.16
1605665	PERSONNEL DYNAMICS LLC	536.13
1901535	SANDSTROM'S INC	133.43
1920065	STAR TRIBUNE	829.30
2114356	UNIQUE MANAGEMENT SERVICES	128.15
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$7,967.99
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	54.63
0113105	AMAZON CAPITAL SERVICES	64.85
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	45,539.94
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	129.21
1305725	METROPOLITAN LIFE INSURANCE CO	75.52
1309199	MINNESOTA ENERGY RESOURCES	81.08
1516220	OPERATING ENGINEERS LOCAL #49	10,632.00
1601750	PAUL BUNYAN COMMUNICATIONS	325.13
1621130	P.U.C.	2,609.74
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$59,669.00
TOTAL ALL DEPARTMENTS		\$67,636.99

RESOLUTION NO. 2025-06
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

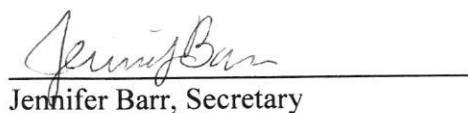
WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

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 - \$1,007.52

Adopted this 11th day of June 2025


Cyndy Martin, President


Jennifer Barr, Secretary



5/13/2025

Emily Lindner
23222 Old Stones Throw Road
Grand Rapids, MN 55744

Dear Ms. Lindner:

I am pleased that you will be leading a series of book club meetings developed for school age children. These programs will be held 6/09/2025, 7/14/2025, and 8/11/2025.

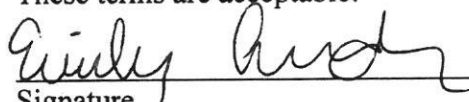
The Library will pay you \$100 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. In addition, the Library will pay you \$50 for program materials and snacks, for a total payment of \$150 per program. Payments will be made monthly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract to the library.

My e-mail is: wrichter@grandrapidsmn.gov. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

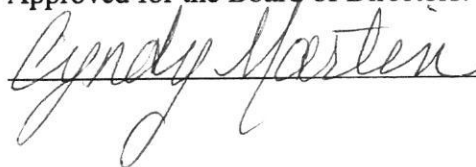

Signature

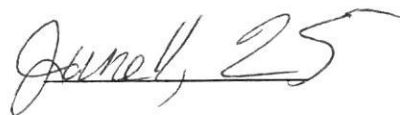
5/13/25



Date

Approved for the Board of Directors:


Cindy Martin


June 4, 25



5/14/2025

Emily Slaubaugh
816 NE 2nd Ave
Grand Rapids, MN 55744

Dear Ms. Slaubaugh:

I am pleased that you will be leading a series of Musical Storytimes developed for school age children. These programs will be held 6/10/2025, 6/17/2025, 6/24/2025, 7/1/2025, 7/8/2025, 7/15/2025, 7/22/2025, and 7/29/2025.

The Library will pay you \$100 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. If these arrangements are agreeable, please sign below, and return this contract, and your signed W9 to the library.

My e-mail is: wrichter@grandrapidsmn.gov. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

A handwritten signature in black ink, appearing to read "Emily Slaubaugh", written over a horizontal line.

Signature

A handwritten date "5/14/25" in black ink, written over a horizontal line.

Date

Approved for the Board of Directors:

A handwritten signature in black ink, appearing to read "Cindy Hester", written over a horizontal line.

A handwritten date "June 11/25" in black ink, written over a horizontal line.