

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, May 08, 2024

5:00 PM

CALL TO ORDER: 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, May 8, 2024 at 5:00 PM.

Vice-Chair Richards called the meeting to order at 5:00 PM.

CALL OF ROLL:

Present: Barr, Dobbs, Kee, Richards, Squadroni, Teigland

Absent: Blocker, Casteel, Martin

Staff: Will Richter

APPROVAL OF AGENDA:

Motion to: approve agenda as presented

Mover: Dobbs

Second: Teigland

Result: Passed unanimously

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

None

APPROVAL OF MINUTES:

1. Consider a motion to approve Library Board Meeting Minutes from 04-10-2024.

Motion to: approve Minutes from last meeting

Mover: Kee

Second: Dobbs

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider a motion to approve payment of Library Bill List.

Motion to: approve payment of Library Bill List as presented

Mover: Barr

Secunder: Squadroni

Result: Passed 6-0 (roll-call vote)

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approving a resolution accepting donations.
4. Consider approval of a contract for library programs with Emily Lindner.
5. Consider approval of a contract for library programs with Isabella Pratto.
6. Consider approval of a contract for library programs with Madelyn Pratto.
7. Consider approval of a contract for library programs with Andrea Zuill.

Motion to: approve Consent Agenda as presented

Mover: Dobbs

Secunder: Kee

Result: Passed 6-0 (roll-call vote)

REGULAR AGENDA:

8. Review MLA Legislative Update.

Informational

9. Review Library Foundation President's Report for 2023.

Informational

10. Consider a motion forwarding a recommendation to City Council for hiring a temporary /substitute employee through Personnel Dynamics.

Motion to: forward a recommendation to City Council to hire Alaina Mousel as a temporary / substitute employee through Personnel Dynamics.

UPDATES:

Friends

Pop Up book sale 5/13 at the Library.

Annual Meeting is June 11.

Foundation

Met on 4/18.

Next meeting is in September.

STAFF REPORTS:

11. Review library reports and statistics

Will Richter review library reports and statistics with the Board.

ADJOURNMENT:

Vice-Chair Richards adjourned the meeting at 5:28 PM.

NEXT REGULAR MEETING IS SCHEDULED FOR JUNE 12, 2024, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MAY 8, 2024

DATE: 05/01/2024
 TIME: 14:07:27
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 05/08/2024

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0118100	VESTIS GROUP, INC	125.52
0118660	ARROWHEAD LIBRARY SYSTEM	9.80
0201428	BAKER & TAYLOR LLC	2,301.70
0212124	BLACKSTONE PUBLISHING	188.00
0221650	BURGGRAF'S ACE HARDWARE	250.26
0305485	CENGAGE LEARNING INC	264.44
0305510	CENTRAL LANDSCAPE SUPPLY INC	801.90
0315455	COLE HARDWARE INC	20.57
0405500	DEMCO INC	2,292.73
0718010	CITY OF GRAND RAPIDS	1,746.67
0914540	INNOVATIVE OFFICE SOLUTIONS LL	340.65
1205099	LEARNING OPPORTUNITIES INC	2,697.39
1309055	MIDWEST TAPE LLC	2,119.33
1901535	SANDSTROM'S INC	180.92
2009470	THE TIMBERJAY INC	62.00
2018680	TRU NORTH ELECTRIC LLC	105.60
2114356	UNIQUE MANAGEMENT SERVICES	139.80
T001514	ANDREA ZUILL	750.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$14,397.28

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.48
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	45,793.26
1301146	MARCO TECHNOLOGIES, LLC	119.08
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	94.33
1309335	MINNESOTA REVENUE	60.11
1516220	OPERATING ENGINEERS LOCAL #49	10,092.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.07
1618119	ISABELLA A PRATTO	50.00
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	2,448.40
2209665	VISA	985.00
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$60,297.63

TOTAL ALL DEPARTMENTS \$74,694.91

RESOLUTION NO. 2024-5
A RESOLUTION ACCEPTING DONATIONS

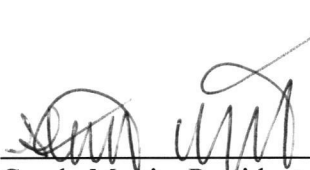
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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 - \$695.75 (DVDs collection enhancement)

Adopted this 8th day of May, 2024


Cyndy Martin, President

Vice president


Deb Kee, Secretary



May 1, 2024

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 four book club meetings developed for school age children. These programs will be held 5/20/2024; 6/24/2024; 7/29/2024; and 8/19/2024.

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

5/1/24
Date

Approved for the Board of Directors:



5/8/24



May 1, 2024

Isabella Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of eight weekly Lego programs developed for school-age children. These programs will be held 6/7/2024; 6/14/2024; 6/21/2024; 6/28/2024; 7/5/2024; 7/12/2024; 7/19/2024; and 7/26/2024.

The Library will pay you \$50 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. Payments will be made weekly, 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:

Isabella Pratto
Signature

5/1/24
Date

Approved for the Board of Directors:

[Signature]

5/8/24



May 1, 2024

Madelyn Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of eight weekly Lego programs developed for school-age children. These programs will be held 6/7/2024; 6/14/2024; 6/21/2024; 6/28/2024; 7/5/2024; 7/12/2024; 7/19/2024; and 7/26/2024.

The Library will pay you \$50 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. Payments will be made weekly, 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:

Madelyn R. Pratto
Signature

5/01/24
Date

Approved for the Board of Directors:

[Signature]

5/8/24



April 17, 2024

Andrea Zuill
andzuill@yahoo.com

Dear Ms. Zuill:

I am pleased that you will be joining us for Andrea Zuill Day at Grand Rapids Area Library! We look forward to storytime, small meetings, and a special program with you on Wednesday, May 22, 2024.

The Library will pay you \$750 for the day. 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 a completed W-9 form, 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,

A handwritten signature in black ink, appearing to read "WR", is written above the typed name.

Will Richter
Library Director

These terms are acceptable:

A handwritten signature in black ink, appearing to read "A Zuill", is written above a horizontal line.
Signature

04/19/2024

Date

Approved for the Board of Directors:

A handwritten signature in black ink is written above a horizontal line.

5/8/24