



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, September 10, 2025

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, September 10, 2025, at 5:00 PM in the City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

CALL OF ROLL:

Present: Barr, Casteel, King, Litchke, Martin, Richards, Squadroni,

Absent: Dobbs, Teigland

Staff: Amy Dettmer

APPROVAL OF AGENDA:

Motion to approve agenda.

Mover: Richards

Second: Litchke

Result: Passed unanimously

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

None.

APPROVAL OF MINUTES:

1. Consider approval of Library Board Minutes from 8-13-2025

Motion to approve minutes from 8-13-2025.

Mover: Barr

Second: King

COMMUNICATIONS:

None.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

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

Motion to pay the Library Bill List as presented.

Mover: Casteel

Seconder: Richards

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of contract for book clubs.

4. Consider a resolution accepting donations.

Motion to approve Consent Agenda as presented.

Mover: Squadroni

Seconder: Casteel

Result: Passed 7-0 via roll call.

REGULAR AGENDA:

5. 2026 Library Budget

Informational

6. Maintenance of Effort Certifications

Informational

7. Library Advocacy Update

Informational

UPDATES:

Friends

By Dettmer: Holiday Book Boutique Monday November 24.

Foundation

By Barr: Next meeting September 18

STAFF REPORTS:

8. Review Library Reports and Statistics

The Library Director reviewed library statistics with the Board.

ADJOURNMENT:

Chair Martin called the meeting at 5:21 PM

NEXT REGULAR MEETING IS SCHEDULED FOR OCTOBER 8, 2025, AT 5:00 PM.

ATTEST: Amy Dettmer, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 10, 2025
DEPARTMENT SUMMARY REPORT

PUBLIC LIBRARY

ARROWHEAD LIBRARY SYSTEM	00015320-L	26.86
BLACKSTONE PUBLISHING	2204342-L	47.00
BLACKSTONE PUBLISHING	2204536-L	235.00
BLACKSTONE PUBLISHING	2207734-L	141.00
Burggraf's Ace Hardware	407784-L	479.98
Burggraf's Ace Hardware	407524-L	137.31
Cengage Group	999100671221-L	21.44
GRAND RAPIDS HERALD REVIEW	213547-L	306.00
INGRAM LIBRARY SERVICES LLC	89375024-L	18.01
INGRAM LIBRARY SERVICES LLC	89245972-L	9.70
INGRAM LIBRARY SERVICES LLC	89245974-L	11.95
INGRAM LIBRARY SERVICES LLC	89702064-L	19.78
INGRAM LIBRARY SERVICES LLC	89702065-L	21.71
INGRAM LIBRARY SERVICES LLC	89702066-L	18.74
INGRAM LIBRARY SERVICES LLC	89760695-L	76.15
INGRAM LIBRARY SERVICES LLC	89760696-L	15.16
INGRAM LIBRARY SERVICES LLC	89935170-L	72.43
INGRAM LIBRARY SERVICES LLC	89935171-L	11.21
INGRAM LIBRARY SERVICES LLC	89935172-L	30.37
INGRAM LIBRARY SERVICES LLC	89935173-L	613.71
INGRAM LIBRARY SERVICES LLC	89944701-L	177.64
INGRAM LIBRARY SERVICES LLC	89944702-L	18.71
INGRAM LIBRARY SERVICES LLC	89653525-L	31.38
INGRAM LIBRARY SERVICES LLC	90058374-L	21.91
INGRAM LIBRARY SERVICES LLC	90058375-L	12.48
INGRAM LIBRARY SERVICES LLC	90058376-L	17.81
INGRAM LIBRARY SERVICES LLC	89839102-L	17.20
INGRAM LIBRARY SERVICES LLC	89839103-L	33.57
INGRAM LIBRARY SERVICES LLC	89839104-L	16.13
INGRAM LIBRARY SERVICES LLC	89839105-L	14.67
INGRAM LIBRARY SERVICES LLC	89839106-L	10.67
INGRAM LIBRARY SERVICES LLC	89847750-L	21.73
INGRAM LIBRARY SERVICES LLC	89646654-L	50.33
INGRAM LIBRARY SERVICES LLC	89646655-L	48.66
INGRAM LIBRARY SERVICES LLC	89646656-L	215.76
INGRAM LIBRARY SERVICES LLC	89646657-L	112.17
INGRAM LIBRARY SERVICES LLC	90127293-L	42.04
INGRAM LIBRARY SERVICES LLC	90096117-L	62.72
INGRAM LIBRARY SERVICES LLC	90096118-L	19.55
INGRAM LIBRARY SERVICES LLC	89565279-L	635.92

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INGRAM LIBRARY SERVICES LLC	89627537-L	42.60
INGRAM LIBRARY SERVICES LLC	89528483-L	249.84
INGRAM LIBRARY SERVICES LLC	89328171-L	23.00
INGRAM LIBRARY SERVICES LLC	89328172-L	18.74
INGRAM LIBRARY SERVICES LLC	89328173-L	125.51
INNOVATIVE OFFICE SOLUTIONS LL	IN4909424-L	578.56
INNOVATIVE OFFICE SOLUTIONS LL	IN4911820-L	111.72
JOHNSON CONTROLS FIRE PROTECTION	24872380-L	825.57
MIDWEST TAPE LLC	507568020-L	116.20
MIDWEST TAPE LLC	507626397-L	28.49
NORTHWOODS CLEANING COMPANY	10962-L	2,100.00
PERSONNEL DYNAMICS LLC	54901-L	1,123.32
PERSONNEL DYNAMICS LLC	54935-L	612.72
SANDSTROM'S INC	555870-L	201.86
STOKES PRINTING & OFFICE SUPPLY INC	121587-L	137.70
UNIQUE MANAGEMENT SERVICES INC JF	6141119-L	93.20
UNIQUE MANAGEMENT SERVICES INC JL	6142281-L	233.00
VESTIS GROUP, INC	2630460557-L	75.83
VESTIS GROUP, INC	2630455679-L	75.83

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 10,668.25

CHECKS ISSUED-PRIOR APPROVAL**PRIOR APPROVAL**

Amazon Capital Services 7/15/25	57.72
Amazon Capital Services 7/21/25	376.75
Amazon Capital Services 7/22/25	132.62
Amazon Capital Services 8/29/25	376.75
Amazon Capital Services 8/29/25	132.62
AT&T 07/2025	54.63
AT&T 08/2025	54.63
Diane Magner 8/4/25	400.00
Ditty Wish Ventures 8/4/25	500.00
Fidelity 08/2025	6.90
Fidelity 09/2025	6.90
Grand Rapids Payroll 7/11/25	23,841.01
Grand Rapids Payroll 7/25/2025	23,771.86
Grand Rapids Payroll 8/23/25	19,933.84
Grand Rapids Payroll 8/8/25	23,647.21
Haley Ortenblad 8/4/25	50.00
Madelyn Pratto 8/4/25	50.00
Marco 06/2025	65.38
Marco 07/2025 & 08/2025	276.19

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DEPARTMENT SUMMARY REPORT

Metropolitan Life Insurance 07/2025	57.60
Metropolitan Life Insurance 08/2025	57.60
Michelle Johnons 08/29/25	93.74
MN Energy 07/2025	45.00
MN Energy 08/2025	54.25
Northern Drug Screening 8/2025	30.00
Operating Engineers 10/2025	10,632.00
Paul Bunyan Communications 8/2025	248.52
Paul Bunyan Communications 7/15/25	198.23
PUC Utilities 07/2025	3,269.77
Waste Management 07/2025	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 108,567.58

TOTAL ALL DEPARTMENTS: \$ 119,235.83

RESOLUTION NO. 2025-09
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 – \$2714.77

\$ 918.71	Bestsellers
\$ 700.00	Ditty Wish Musical Storytimes
\$ 155.19	DVDs
\$ 940.87	Books – Series Fill-in

Judy Copa & Eric Roy Oberg - \$100.00

Nick & Nancy Eltgroth - \$500.00

Adopted this 10th day of September 2025



Cyndy Martin, President



Jennifer Barr, Secretary