

# GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, October 11, 2023

5:00 PM

## CALL TO ORDER:

Chair Martin Called the meeting to order at 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, October 11, 2023 at 5:00 PM.

## CALL OF ROLL:

Present: Barr, Blocker, Dobbs, Kee, Lassen, Martin, Richards, Squadroni

Absent: Teigland

## APPROVAL OF AGENDA:

Motion to approve agenda as presented

Mover: Richards

Second: Blocker

Result: passed 8-0

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

None

## APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 09-13-2023.

Motion to approve minutes as presented

Mover: Kee

Second: Richards

Result: passed 8-0

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review Library financials and consider a motion to approve payment of Bill List as presented.

Motion to approve financial reports and payment of Bill List as presented

Mover: Blocker

Seconder: Dobbs

Result: passed 8-0 on a roll-call vote

CONSENT AGENDA (Roll Call Vote Required):

3. Consider contract with Emily Lindner for six book club meetings.
4. Consider a contract with Madelyn Pratto for seven Lego programs.
5. Consider a contract with Isabella Pratto for seven Lego programs.
6. Consider accepting donations as listed on Resolution 2023-11.

Motion to approve consent agenda as presented

Mover: Dobbs

Seconder: Blocker

Result: passed 8-0 on a roll-call vote

REGULAR AGENDA:

7. Consider a resolution setting the Library calendar for 2024.

Motion to approve 2024 calendar resolution

Mover: Richards

Seconder: Blocker

Result: passed 8-0

8. Review 2024 Library Budget

Informational

9. Review Library Director report to City Council.

Informational

UPDATES:

Friends

By Lassen – look for a pop-up book sale in November

Foundation

By Barr – meeting in November

STAFF REPORTS:

10. Review staff reports and library statistics from September 2023.

Informational

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:29 PM

NEXT REGULAR MEETING IS SCHEDULED FOR NOVEMBER 8, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - OCTOBER 11, 2023

DATE: 10/05/2023  
 TIME: 13:23:00  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 10/11/2023

VENDOR #	NAME	AMOUNT DUE
-----		
PUBLIC LIBRARY		
0118100	ARAMARK UNIFORM SERVICES	112.48
0118660	ARROWHEAD LIBRARY SYSTEM	24.50
0201428	BAKER & TAYLOR LLC	2,721.74
0305485	CENGAGE LEARNING INC	1,027.28
0315455	COLE HARDWARE INC	59.47
0405500	DEMCO INC	318.52
0914325	INGRAM ENTERTAINMENT INC.	112.26
0914540	INNOVATIVE OFFICE SOLUTIONS LL	448.92
1015325	JOHNSON CONTROLS FIRE	600.00
1605665	PERSONNEL DYNAMICS LLC	137.70
1612225	PLAYAWAY PRODUCTS LLC	352.70
1801610	RAPIDS PLUMBING & HEATING INC	3,601.00
1801613	RAPIDS PRINTING	36.00
1901535	SANDSTROM'S INC	143.53
1915248	SHI INTERNATIONAL CORP	192.00
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$9,888.10
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	54.32
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	42,705.44
1301146	MARCO TECHNOLOGIES, LLC	119.08
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	59.77
1309265	MN DEPT OF LABOR & INDUSTRY	30.00
1309335	MINNESOTA REVENUE	60.38
1516220	OPERATING ENGINEERS LOCAL #49	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS	319.94
1621130	P.U.C.	3,760.83
2209665	VISA	482.50
2301700	WM CORPORATE SERVICES, INC	141.62
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$57,428.92
TOTAL ALL DEPARTMENTS		\$67,317.02

Board member  
adoption:

introduced the following resolution and moved for its

RESOLUTION NO. 2023-12  
SETTING 2024 LIBRARY CALENDAR

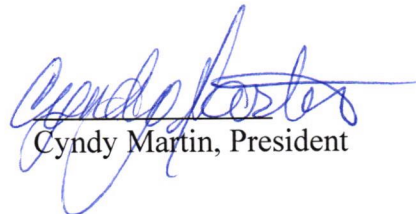
WHEREAS, THE Library Board is responsible for establishing the library calendar of dates open and closed and the time and location of its regular meetings,

NOW THEREFORE BE IT RESOLVED that the following calendar is established for 2024:

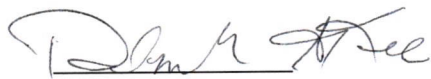
H Mon January 1	New Year's Holiday	Closed
H Mon January 15	Martin Luther King Day	Closed
H Mon February 19	President's Day	Closed
H Mon May 27	Memorial Day	Closed
H Wed June 19	Juneteenth	Closed
H Thu July 4	Independence Day	Closed
H Mon September 2	Labor Day	Closed
H Fri November 11	Veteran's Day	Closed
H Mon November 28	Thanksgiving	Closed
H Fri November 29	Day after thanksgiving	Closed
H Tue December 24	Christmas Holiday	Closed
H Wed December 25	Christmas Holiday	Closed

The Library Board will meet the in City Council Chambers the second Wednesday of the month at 5 p.m.

Adopted this 11th day of October 2023.

  
Cyndy Martin, President

Attest:

  
Deb Kee, Secretary

Board member  
voted in favor thereof:

seconded the foregoing resolution and the following

And the following voted against same:

And the following abstained:

Whereby the resolution was declared duly passed and adopted.

RESOLUTION NO. 2023-11  
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:

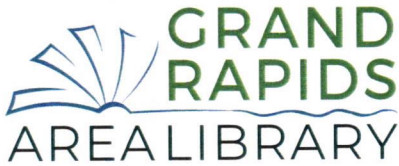
**Bob and Ginny Wickman - \$200.00 undesignated**

**Library Foundation – \$1,308.61 Large Print Collection Enhancement**

Adopted this 11th day of October 2023

  
Deb Kee, Secretary

  
Cyndy Martin, President



October 11, 2023

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 six book club meetings developed for school age children. These programs will be held October 30, 2023; December 4, 2023; January 8, 2024; February 12, 2024; March 25, 2024, and April 29, 2024.

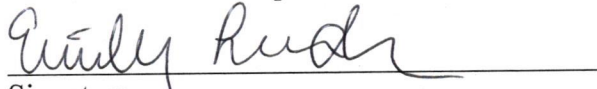
The Library will pay you \$100 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. In addition, the Library will pay you \$50 for program materials and snacks, for a total payment of \$150 per program. Payments will be made monthly, after the programs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

My e-mail is: [wrichter@ci.grand-rapids.mn.us](mailto:wrichter@ci.grand-rapids.mn.us). Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

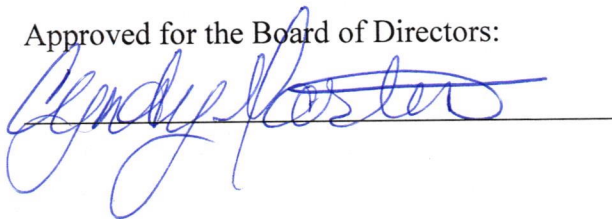
Will Richter  
Library Director

These terms are acceptable:

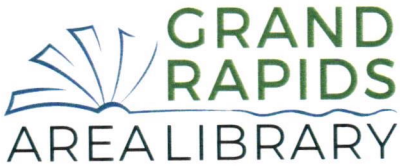
  
Signature

10/11/23  
Date

Approved for the Board of Directors:



10/11/23



October 11, 2023

Madelyn Pratto  
2004 Oak St.  
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of seven monthly Lego programs developed for school-age children. These programs will be held 10/12/2023; 11/9/2023; 12/14/2023; 1/11/2024; 2/8/2024; 3/14/2024; 4/11/2024.

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@ci.grand-rapids.mn.us](mailto:wrichter@ci.grand-rapids.mn.us). 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 Rowen Pratto  
Signature

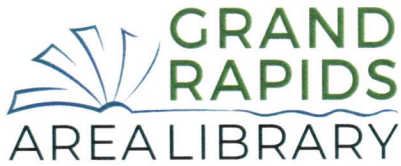
10/11/2023  
Date

Approved for the Board of Directors:

Gandy Martin

10/11/2023





October 11, 2023

Isabella Pratto  
2004 Oak St.  
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of seven monthly Lego programs developed for school-age children. These programs will be held 10/12/2023; 11/9/2023; 12/14/2023; 1/11/2024; 2/8/2024; 3/14/2024; 4/11/2024.

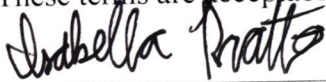
The Library will pay you \$50 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. Payments will be made weekly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract to the library.

My e-mail is: [wrichter@ci.grand-rapids.mn.us](mailto:wrichter@ci.grand-rapids.mn.us). Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

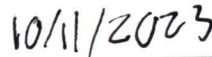
Sincerely,

Will Richter  
Library Director

These terms are acceptable:



Signature



Date

Approved for the Board of Directors:

