

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, May 14, 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, May 14, 2025 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair Martin called the meeting to order at 5:00

CALL OF ROLL:

Present: All

Absent: None

Staff: Will Richter

APPROVAL OF AGENDA:

Motion to: approve agenda

Mover: Richards

Seconder: Dobbs

Result: Passed unanimously

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

None

APPROVAL OF MINUTES:

1. Consider approval of Minutes from the last meeting.

Motion to: approve minutes from the last meeting

Mover: Dobbs

Seconder: Teigland

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review library financials and consider approval of Library Bill List.

Motion to: approve payment of 05-14-2025 Library Bill List

Mover: Richards

Seconder: Casteel

Result: Passed 9-0 via roll-call

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of a contract with Diana Magner for a series of 8 STEM programs.
4. Consider approval of a contract with Halley Ortenblad for a series of 5 Lego Club programs.
5. Consider approval of a contract with Madelyn Pratto for a series of 6 Lego Club programs.
6. Consider a resolution accepting donations.

Motion to: approve Consent Agenda

Mover: Teigland

Seconder: Dobbs

Result: Passed 9-0 via roll-call

REGULAR AGENDA:

7. Article about Inter Library Loan in Minnesota.

Informational

8. Update on South Dakota Inter Library Loan.

Informational

9. Minnesota State Senator Mary Kunesch Statement on IMLS cuts.

Informational

10. Update on local library advocacy.

Informational

UPDATES:

Friends by Teigland – Pop Up Sale made \$800+; Annual Meeting 6/4 at 5:30 PM – Methodist Church
Foundation by Barr – Next meeting is 5/15

STAFF REPORTS:

11. Review library reports and statistics.

Library Director summarized library reports and statistics

ADJOURNMENT: Chair Martin adjourned the meeting at 5:35

NEXT REGULAR MEETING IS SCHEDULED FOR JUNE 11, 2025, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - MAY 14, 2025

DATE: 05/08/2025
 TIME: 13:48:48
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/14/2025

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0114200	ANDERSON GLASS	75.00
0118100	VESTIS GROUP INC	216.61
0118660	ARROWHEAD LIBRARY SYSTEM	136.52
0201428	BAKER & TAYLOR LLC	4,110.32
0212124	BLACKSTONE PUBLISHING	718.36
0221650	BURGGRAF'S ACE HARDWARE	91.54
0305485	CENGAGE LEARNING INC	14.94
0405500	DEMCO INC	2,079.76
0718010	CITY OF GRAND RAPIDS	3,493.34
0914540	INNOVATIVE OFFICE SOLUTIONS LL	807.98
1205099	LEARNING OPPORTUNITIES INC	3,241.90
1309055	MIDWEST TAPE LLC	114.96
1309525	UNIVERSITY OF MN (MINITEX)	300.00
1605527	THE PENWORTHY COMPANY LLC	973.92
1605665	PERSONNEL DYNAMICS LLC	2,680.65
1608100	PHAROS SYSTEMS INT'L INC	1,679.00
1901535	SANDSTROM'S INC	139.74
2009470	THE TIMBERJAY INC	68.00
2114356	UNIQUE MANAGEMENT SERVICES	139.80
2209421	VIKING ELECTRIC SUPPLY INC	2,019.90

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$23,102.24

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.63
0113105	AMAZON CAPITAL SERVICES	574.08
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	71,261.76
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	124.21
1305065	MEDTOX LABORATORIES INC	26.38
1305725	METROPOLITAN LIFE INSURANCE CO	80.64
1309199	MINNESOTA ENERGY RESOURCES	182.00
1309335	MINNESOTA REVENUE	95.72
1516220	OPERATING ENGINEERS LOCAL #49	10,632.00
1518725	HALLEY ORTENBLAD	50.00
1601750	PAUL BUNYAN COMMUNICATIONS	325.13
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	2,386.62
1809158	WILLIAM RICHTER	2,440.00
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$88,585.93

TOTAL ALL DEPARTMENTS \$111,688.17



Diana Magner
34447 Unger Dr.
Grand Rapids, MN 55744

4/09/2025

Dear Ms. Magner:

I am pleased that you will be leading 8 STEM programs for school-age children. These programs will be held on 6/11/2025, 6/18/2025, 6/25/2025, 7/2/2025, 7/9/2025, 7/16/2025, 7/23/2025, and 7/30/2025.

The Library will pay you \$150 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 provide \$50 for supplies and materials, for a total of \$200 per program. Payment will be after the program. 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:

Diana Magner
Signature

4-9-25
Date

Approved for the Board of Directors:

Cyndy Hester

May 14 25



May 5, 2025

Halley Ortenblad
1006 Comstock Dr.
Deer River, Mn 56636

Dear Ms. Ortenblad:

I am pleased that you will be leading a series of weekly Lego programs developed for school-age children. These programs will be held 6/13/2025, 6/20/2025, 6/27/2025, 7/18/2025, and 7/25/2025.

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:

Halley Ann Marie Ortenblad
Signature

5/5/2025
Date

Approved for the Board of Directors:

Sandy Richter

May 14 25



May 5, 2025

Madelyn Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of weekly Lego programs developed for school-age children. These programs will be held 6/13/2025, 6/20/2025, 6/27/2025, 7/18/2025, 7/25/2025, and 8/01/2025.

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 Pratto
Signature

5/5/25
Date

Approved for the Board of Directors:

Cyndy Gaster

May 14 25

RESOLUTION NO. 2025-05
A RESOLUTION ACCEPTING DONATIONS

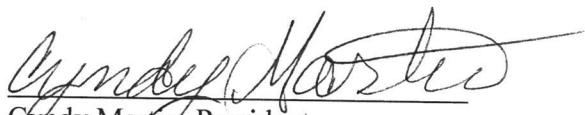
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

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 - \$5,814.50

Adopted this 14th day of May 2025


Cyndy Martin, President


Jennifer Barr, Secretary