

GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, September 11, 2024

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 11, 2024 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

CALL OF ROLL:

Present: Barr, Casteel, Dobbs, Kee, Martin, Richards, Teigland

Absent: Squadroni

Staff present: Will Richter

APPROVAL OF AGENDA:

Motion to: approve agenda as presented.

Mover: Richards

Secunder: Casteel

Result: Passed unanimously

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

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 08-14-2024.

Motion to: approve minutes from last meeting.

Mover: Dobbs

Secunder: Teigland

Result: Passed unanimously

COMMUNICATIONS:

2. Review correspondence received this month.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

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

Motion to: approve payment of the Library Bill as presented.

Mover: Casteel

Secunder: Dobbs

Result: Passed 7-0 roll-call

CONSENT AGENDA (Roll Call Vote Required):

4. Consider a resolution accepting donations.
5. Consider approval of Lego program contracts.

Motion to: approve Consent Agenda as presented.

Mover: Dobbs

Secunder: Kee

Result: Passed 7-0 roll-call

REGULAR AGENDA:

6. Maintenance of Effort Certification(s)

Informational

7. Review MS 134.51

Informational

8. 2025 Library Budget

Informational

UPDATES:

Friends

Update from Teigland – planning holiday sale

Foundation

Update from Barr – next meeting 9/19

STAFF REPORTS:

9. Review Library Reports and Statistics.

Library Director discussed library statistics and introduced library advocacy fact sheet.

ADJOURNMENT:

Board Chair Martin adjourned the meeting at 5:31 PM.

NEXT REGULAR MEETING IS SCHEDULED FOR OCTOBER 9, 2024, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - SEPTEMBER 11, 2024

DATE: 09/04/2024
 TIME: 15:28:34
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/11/2024

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0118100	VESTIS GROUP, INC	91.16
0201428	BAKER & TAYLOR LLC	1,237.88
0212124	BLACKSTONE PUBLISHING	97.98
0221525	BUNES SEPTIC SERVICE INC	240.00
0221650	BURGGRAF'S ACE HARDWARE	23.87
0701650	GARTNER REFRIGERATION CO	5,818.72
0914540	INNOVATIVE OFFICE SOLUTIONS LL	615.52
1015325	JOHNSON CONTROLS FIRE	825.57
1115500	NORTHERN LIGHTS ICE LLC	2,388.00
1309055	MIDWEST TAPE LLC	323.44
1605665	PERSONNEL DYNAMICS LLC	137.70
1901535	SANDSTROM'S INC	151.53
1920555	STOKES PRINTING & OFFICE	509.70
2114356	UNIQUE MANAGEMENT SERVICES	186.40
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$12,647.47
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	54.45
0113105	AMAZON CAPITAL SERVICES	862.40
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	22,916.13
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	124.21
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	43.12
1309335	MINNESOTA REVENUE	103.07
1516220	OPERATING ENGINEERS LOCAL #49	10,092.00
1601750	PAUL BUNYAN COMMUNICATIONS	229.86
1621130	P.U.C.	4,167.42
1809158	WILLIAM RICHTER	2,506.23
2301700	WM CORPORATE SERVICES, INC	145.86
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$41,477.79
TOTAL ALL DEPARTMENTS		\$54,125.26

RESOLUTION NO. 2024-9
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 - \$4670.66

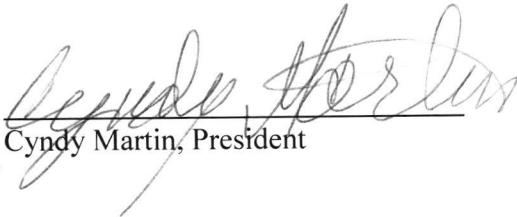
Amazon \$1,224.47 Children's Program Supplies

Cengage \$48.78 Large Print materials

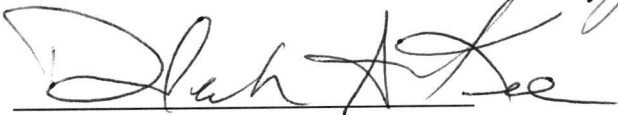
Kona Ice \$2,388.00 for 500+ servings at Summer Celebration

Midwest Tape \$1,009.41 DVDs purchased in memory of Bruce Robinson

Adopted this 11th day of September 2024



Cyndy Martin, President



Deb Kee, Secretary



August 30, 2024

Isabella Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of monthly Lego programs developed for school-age children. These programs will be held 9/16/2024, 10/21/2024, 11/18/2024, and 12/16/2024.

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 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:

Isabella Pratto
Signature

9/4/24
Date

Approved for the Board of Directors:

Cindy Martin

9/11/24



August 30, 2024

Madelyn Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

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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

9/4/24
Date

Approved for the Board of Directors:

Gandy Marlen

9/11/24



WHY ISN'T THE LIBRARY OPEN ON SATURDAYS?

THE SITUATION:

Patrons want access to the Library on Saturdays. We want to be able to provide services to patrons when they need us.

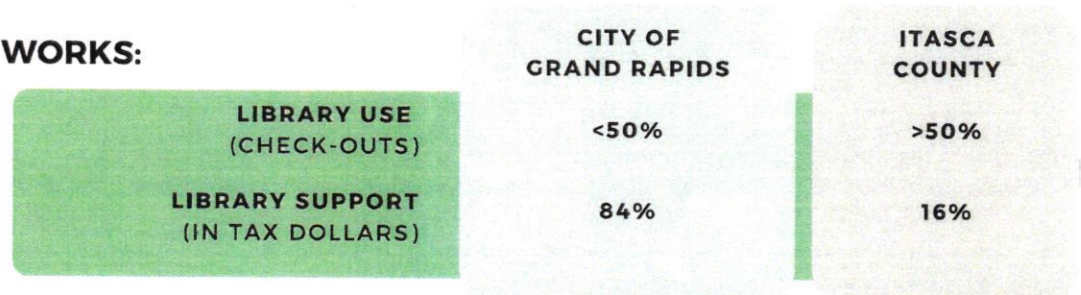
GRAL has reduced staff and hours of operation to the extent possible with our existing funding structure. We are maximizing every hour of operation despite these budget constraints, with only five full-time and three part-time staff.

We are working hard to serve the community with the resources available, and it's working! **Library use is up 4% year on year and has grown every month since reopening from the pandemic.**

HOW ARE STAFF ADAPTING TO SERVE THE COMMUNITY?

- Incorporating online programming to meet people where they are, at their convenience (through YouTube, Facebook, and Instagram):
 - Online Storytime available 24/7/365 (since 2020)
 - Artastic at Home take-and-create kits with instructional videos
 - Info-tainment for teens with "YA Need to Read These" episodes
- In-person programming is on the rise:
 - Book Time with Invest Early
 - After school Lego and STEAM programs
 - Legacy programs for all ages through ALS
- Summer and Winter Reading programs remain strong
- Growth of kits and Library of Things offers items for patrons beyond books.
- Annual Summer Celebration attendance continues to grow.

HOW OUR FUNDING WORKS:



WHAT ARE WE DOING TO SECURE MORE FUNDING?

- Though use is > 50% from Itasca County residents, the Itasca County Board of Commissioners has denied our requests (each year since 2020) for additional funding and a Joint Powers Agreement, which would provide equitable funding based on actual use.
- Our Library Director is working with the MN Library Association on library funding issues at the state level.
- Our Library Director is working with the Grand Rapids City Council on alternative funding options.

WHY CAN'T THE LIBRARY CLOSE ON A WEEKDAY TO BE OPEN ON SATURDAYS?

- The Library relies heavily on IT and delivery services from Arrowhead Library System, which are only available Monday through Friday.
- We require City of Grand Rapids IT services, which are available Monday through Friday.
- We depend on the support of volunteers, who prefer Monday through Friday schedules.
- Pre-pandemic data shows the highest library use occurs Monday through Friday.