

# GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, November 09, 2022

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, November 9, 2022 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair MacDonell called the meeting to order at 5:00 pm

## CALL OF ROLL:

All Library Board members present

Staff: Will Richter, Director of Library Services

## APPROVAL OF AGENDA:

Motion to approve agenda as presented

Mover: Richards

Seconder: Blocker

Result: Passed

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

None

## APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 10-12-2022

Motion to approve minutes as presented

Mover: Martin

Seconder: Teigland

Result: Passed

## COMMUNICATIONS:

none

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Consider a motion to approve financial reports and payment of bills as presented.

Motion to approve financial reports and payment of bills as presented

Mover: Kee

Seconded: Blocker

Result: Passed 9-0 via roll-call

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of contract(s) for Children's Library Lego programs.

4. Consider approval of Donation Resolution 2022-11

Motion to approve Consent Agenda as presented

Mover: Richards

Seconded: Martin

Result: Passed 9-0 via roll-call

REGULAR AGENDA:

5. City Email Migration Project

Informational

6. ALS Bookmobile Stop in Warba

Informational

UPDATES:

Friends update

By Teigland: waiting on numbers for 11-5 book sale. Next meeting is 11/14 at Library.

Foundation update

By Tabbert: next meeting is 11/17 at CPC.

STAFF REPORTS:

7. Library Reports and Statistics

Informational

ADJOURNMENT:

Chair MacDonell adjourned the meeting at 5:30.

NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 14, 2022, AT 5:00 PM.

VENUE: City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, MN 55744

A handwritten signature in black ink, reading "Lisa Tabbert". The signature is written in a cursive style with a long horizontal stroke extending to the right.

ATTEST: Lisa Tabbert, Library Board Secretary

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - NOVEMBER 9, 2022

DATE: 11/02/2022  
 TIME: 13:19:21  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 11/09/2022

VENDOR #	NAME	AMOUNT DUE
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PUBLIC LIBRARY		
0113100	AMAZON.COM	640.75
0118100	ARAMARK UNIFORM SERVICES	132.66
0118345	ARIDAN BOOKS INC	120.00
0118660	ARROWHEAD LIBRARY SYSTEM	34.30
0201428	BAKER & TAYLOR LLC	5,199.07
0212124	BLACKSTONE PUBLISHING	1,251.72
0305485	CENGAGE LEARNING INC	107.95
0514145	ENCOMPASS	4,452.50
0718010	CITY OF GRAND RAPIDS	1,700.00
0914325	INGRAM ENTERTAINMENT INC.	112.17
0914800	INVEST EARLY PROJECT	800.00
1605665	PERSONNEL DYNAMICS LLC	137.70
1901535	SANDSTROM'S INC	169.24
1915248	SHI INTERNATIONAL CORP	192.00
2114356	UNIQUE MANAGEMENT SERVICES	104.85

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$15,154.91

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.45
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	41,045.55
1015337	MICHELLE JOHNSON	71.14
1301146	MARCO TECHNOLOGIES, LLC	200.35
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309335	MINNESOTA REVENUE	46.20
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	320.11
1621130	P.U.C.	2,901.93
1901795	AMY M SAVELA	125.00
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$54,196.39

TOTAL ALL DEPARTMENTS \$69,351.30

RESOLUTION NO. 2022-11  
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:

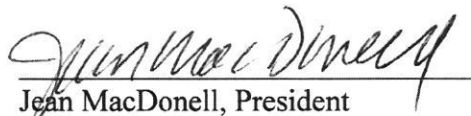
**Kona Ice of Itasca County \$150.00 (Children's Library – Level Up books)**

**Nick & Nancy Eltgroth \$250.00 (no designation)**

**Grand Rapids Area Library Foundation \$507.62 (Non-fiction collection development)**

Adopted this 9th day of November, 2022

  
\_\_\_\_\_  
Lisa Tabbert, Secretary

  
\_\_\_\_\_  
Jean MacDonell, President



November 9, 2022

Andreas Barnett  
202 East Hawk St.  
Audubon, MN 56511

Dear Mr. Barnett:

I am pleased that you will be leading a series of six monthly Lego programs developed for school age children. These programs will be held 11/14/2022, 12/12/2022, 1/9/2023, 2/13/2023, 3/13/2023, and 4/10/2023.


The Library will pay you \$40 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, and a completed W-9 form, 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

11/09/2022  
Date

Approved for the Board of Directors:

  
\_\_\_\_\_

11/9/2022



November 9, 2022

Gavin Platt  
30565 East Shore Drive  
PO Box 38  
Pengilly, MN 55775

Dear Mr. Platt:

I am pleased that you will be leading a series of six monthly Lego programs developed for school age children. These programs will be held 11/14/2022, 12/12/2022, 1/9/2023, 2/13/2023, 3/13/2023, and 4/10/2023.

The Library will pay you \$40 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, and a completed W-9 form, 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:

Gavin Platt  
Signature

11/9/2022  
Date

Approved for the Board of Directors:

Jan MacMillan

11/9/2022