

The Mission of LARL is to enrich lives and strengthen communities.

**LAKE AGASSIZ REGIONAL LIBRARY BOARD OF TRUSTEES
EXECUTIVE/FINANCE COMMITTEE MEETING**

Thursday, April 15, 2021

5:00 p.m.

Zoom Online Meeting

<https://us02web.zoom.us/j/82321437903?pwd=ZEVUYUVNbTJiamM0SGh4N0x1UUdpQT09>

Meeting ID: 823 2143 7903

Passcode: 966664

EXECUTIVE COMMITTEE MEMBERS: Briggs, Grimsley, Kalil (Chair), Larson, Willhite

FINANCE COMMITTEE MEMBERS: Grimsley (Chair), Jacobson, Kalil (ex officio), Titera, Willhite

Note: If you're unable to attend this meeting, please notify Liz by email at lynchl@larl.org.

AGENDA

5:00 1. **CALL TO ORDER** – Kalil
PUBLIC INPUT
APPROVAL OF AGENDA

5:05 2. **MINUTES OF THE JANUARY 21, 2021 FINANCE COMMITTEE MEETING**
Enclosed (page 3)

Recommended Motion: Move to approve the January 21, 2021 Finance Committee Meeting Minutes as presented.

5:10 3. **FINANCIAL REPORT** – Sprynczynatyk
Enclosed (page 5)

a. Audit discussion

b. 2022 Preliminary Budget - Draft 1
Enclosed (page 9)

c. 2022 Preliminary Budget - Line Item Breakdown
Enclosed (page 11)

5:30 4. **DIRECTOR'S REPORT** – Lynch

a. Late Fee Discussion

5:35 5. PRESIDENT'S REPORT – Kalil

5:40 6. OTHER

5:50 7. ADJOURNMENT

MISC ITEMS ENCLOSED:

- a. List of Bills/Check Register – March 2021
Enclosed (page 13)

UPCOMING MEETINGS/EVENTS

Full Board Meeting, May 20, 2021

Online Meeting at 5:00 p.m.

2022 Preliminary Budget Review-Draft 2

Memorial Day, May 31, 2021

All LARL Branches, LINK Sites, and the Regional Office Closed

Finance Committee Meeting, June 17, 2020 at 5:00

Full Board Meeting at 5:30, following the Finance Meeting

Adopt 2022 Preliminary Budget

Location to be determined.

* * *

The Mission of LARL is to enrich lives and strengthen communities.

**LARL BOARD OF TRUSTEES
FINANCE COMMITTEE MEETING
MINUTES
DRAFT**

A meeting of the Lake Agassiz Regional Library Finance Committee was held on Thursday, January 21, 2021 online via Zoom. Grimsley (Chair) called the meeting to order at 5:00 p.m.

Finance Committee Members Present: Grimsley (Chair), Jacobson, Kalil (*ex officio*), Willhite.

Finance Committee Members Absent: Titera.

Others Present: Lynch, Sprynczynatyk.

PUBLIC INPUT: None.

APPROVAL OF AGENDA

(Jacobson/Kalil) Move to approve the agenda of the January 21, 2021 Finance Committee meeting as presented. MCU.

MINUTES OF THE JUNE 18, 2020 FINANCE COMMITTEE MEETING

(Willhite/Jacobson) Move to approve the June 18, 2020 Finance Committee Meeting Minutes as presented. MCU.

LIST OF AUTHORIZED INSTITUTIONS

(Kalil/Jacobson) Move to recommend to the Full Board, approval of the list of authorized institutions for 2021: Bell Bank and Edward Jones. MCU.

REVIEW DRAFT 2021 FINAL BUDGET

Sprynczynatyk noted that all LARL Signatories have agreed to meet the 2021 budget requests. Personnel decreased by \$49,300 due to health insurance increases coming in at 4.8% rather than the budgeted 10% and due to some employee turnover. Regional Telecom Aid funding was decreased \$9,500, there is a corresponding decrease in expenses. This was due to Internet costs decreasing around the region. Capital Expenses were decreased by \$3,000 because LARL currently has \$30,000 saved for vehicle replacement which seems sufficient at this time. Miscellaneous revenue was decreased by approximately \$10,000 due to libraries not being fully open for the 1st quarter of 2021.

(over)

Minutes of January 21, 2021 Finance Committee Meeting – Page 2.

REVIEW DRAFT 2021 FINAL BUDGET – continued

(Jacobson/Willhite) Move to recommend the 2021 Final Budget as presented to the Full Board for approval. MCU.

DESIGNATED FUNDS

Sprynczynatyk presented management recommendations for the 2021 Designated Fund Balances.

Grimsley suggested LARL invest the approximate \$200,000 surplus from 2020 in short term investments. Sprynczynatyk stated that LARL currently has about \$30,000 in cash at Edward Jones, a \$75,000 bond coming due on February 1st, as well as over \$20,000 in dividends that will be received in early February. Sprynczynatyk will look at investment options with the Edward Jones rep. in early February, and then discuss the options with Grimsley, and invest the available funds.

(Kalil/Jacobson) Move to recommend the 2021 Designated Funds, as reviewed, to the Full Board for approval. MCU.

ADJOURNMENT

The meeting adjourned at 5:30pm.

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the Three Months Ending March 31, 2021

25%

Page: 1 **5**

	Current Month Actual	Year To Date Actual	Annual Budget	YTD Actual To Annual \$ Variance	YTD Actual To Annual Budget %
General Fund Revenue					
<i>Signatory Funding</i>					
Becker County	\$ 0	\$ 100,091	\$ 400,365	300,274	25.00
Detroit Lakes	0	59,086	236,345	177,259	25.00
Clay County	0	81,864	308,075	226,211	26.57
Moorhead	0	196,730	786,920	590,190	25.00
Clearwater County	0	27,195	108,780	81,585	25.00
Mahnomen County	0	11,406	45,625	34,219	25.00
Mahnomen	0	5,603	22,410	16,807	25.00
Norman County	0	26,120	104,480	78,360	25.00
Polk County	0	70,143	280,570	210,427	25.00
Crookston	0	57,508	230,030	172,522	25.00
Wilkin County	0	14,199	56,795	42,596	25.00
Breckenridge	0	23,434	93,735	70,301	25.00
Total Signatory Funding	0	673,379	2,674,130	2,000,751	25.18
<i>Grants</i>					
Basic Support - MN (RLBSS)	0	213,405	533,513	320,108	40.00
Reg Library Telecom Aid (RLTA)	48,332	58,332	83,650	25,318	69.73
Total Grants	48,332	271,737	617,163	345,426	44.03
<i>Miscellaneous Revenue</i>					
Service Charge Revenue	425	999	8,000	7,001	12.49
Printing Revenue	1,948	3,954	15,000	11,046	26.36
Fax Revenue	599	1,186	5,500	4,314	21.56
Microfilm Revenue	0	0	200	200	0.00
Photocopy Revenue	829	1,442	6,000	4,558	24.03
Book/Furniture Sale Revenue	122	216	0	(216)	0.00
Interest/Dividend Income	322	18,815	65,000	46,185	28.95
Investment Value Change	1,277	(22,011)	0	22,011	0.00
Lost/Damaged Property	385	1,447	5,000	3,553	28.94
Other Income	0	300	0	(300)	0.00
Total Miscellaneous Revenue	5,907	6,348	104,700	98,352	6.06
<i>Joint Automation Revenue</i>					
Northwest Reg. Lib. Contrib.	0	11,600	46,400	34,800	25.00
MNLink Server Site Payments	251	754	3,050	2,296	24.72
Total Joint Automation Revenue	251	12,354	49,450	37,096	24.98
Fund Balance/Shortfall	0	0	51,007	51,007	0.00
Total General Fund Revenue	54,490	963,818	3,496,450	2,532,632	27.57
General Fund Expenditures					
<i>Personnel Expenses</i>					
Salaries	134,107	417,315	1,856,050	1,438,735	22.48
Payroll Taxes	10,242	29,935	143,400	113,465	20.88
Retirement - PERA	10,083	28,124	138,450	110,326	20.31
Health Insurance	27,972	82,180	364,050	281,870	22.57
Life Insurance	102	414	1,350	936	30.67
Workers Compensation Insurance	268	769	3,550	2,781	21.66
Other Employee Benefits	121	363	1,650	1,287	22.00
Total Personnel	182,895	559,100	2,508,500	1,949,400	22.29
<i>Automation/Cataloging</i>					
Automation	12,360	36,224	150,150	113,926	24.13
Support - App	321	963	3,900	2,937	24.69
Remote Printing	288	864	3,450	2,586	25.04
Catalog Item Records	995	2,984	12,000	9,016	24.87
Supplies - Computer	224	613	5,000	4,387	12.26
Supplies - Technical Services	140	540	6,000	5,460	9.00
Total Automation/Cataloging	14,328	42,188	180,500	138,312	23.37

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the Three Months Ending March 31, 2021

	Current Month Actual	Year To Date Actual	Annual Budget	YTD Actual To Annual \$ Variance	YTD Actual To Annual Budget %
Library Programming					
Programming - Youth	0	0	3,400	3,400	0.00
Programming - Summer Learning	2,353	2,353	9,000	6,647	26.14
Programming - Adult	382	1,040	2,500	1,460	41.60
Total Library Programming	2,735	3,393	14,900	11,507	22.77
Staff Development					
Staff Training & Development	30	647	10,000	9,353	6.47
Total Staff Development	30	647	10,000	9,353	6.47
Mileage/Board Meeting Expense					
Mileage - Staff	408	1,546	22,500	20,954	6.87
Regional Board Meetings	0	150	5,500	5,350	2.73
Total Mileage/Board Meeting Expenses	408	1,696	28,000	26,304	6.06
Other Expenses					
Accounting/Bank Fees	8,529	9,243	15,900	6,637	58.13
Attorney Fees	0	0	1,500	1,500	0.00
Bus. Office Software/Supplies	0	39	2,000	1,961	1.95
Delivery Services	5,597	11,640	61,500	49,860	18.93
Director's Discretionary	0	360	2,500	2,140	14.40
Insurance - General/Property	1,529	4,580	19,350	14,770	23.67
Lease - Regional Office Rent	1,769	5,308	21,250	15,942	24.98
Leases - Equipment	1,499	2,868	6,050	3,182	47.40
Maintenance Contracts	2,204	2,856	13,850	10,994	20.62
Memberships	195	420	1,000	580	42.00
Minnesota Director's Fund	0	0	2,100	2,100	0.00
Miscellaneous Expense	0	0	2,500	2,500	0.00
PIO: Printing/Advertising	2,480	4,710	16,000	11,290	29.44
Postage	411	531	3,700	3,169	14.35
Recruitment	120	263	8,000	7,737	3.29
Repairs - Equipment	0	514	2,500	1,986	20.56
Supplies - Copier/Fax/Microfilm	20	62	800	738	7.75
Supplies - Office	134	734	8,000	7,266	9.18
Supplies - Public Services	(27)	1,194	6,000	4,806	19.90
Telephone/Telecom	2,095	4,836	23,250	18,414	20.80
Total Other Operating Expenses	26,555	50,158	217,750	167,592	23.03
Regional Library Telecom Aid (RLTA)	48,332	58,332	83,650	25,318	69.73
Transportation					
Vehicle Expenses	155	495	3,650	3,155	13.56
Total Transportation	155	495	3,650	3,155	13.56
Materials					
Audio Visual	4,204	13,078	75,000	61,922	17.44
Digital	7,564	29,030	105,500	76,470	27.52
Online Resources	630	1,891	8,500	6,609	22.25
Periodicals	12,125	12,553	21,000	8,447	59.78
Print	13,077	54,443	195,000	140,557	27.92
Total Materials	37,600	110,995	405,000	294,005	27.41
Capital Expenditures					
Furniture & Equipment	0	0	10,000	10,000	0.00
Software & Hardware Upgrades	4,514	6,013	30,000	23,987	20.04
Total Capital Expenditures	4,514	6,013	40,000	33,987	15.03
Capital Fund Accounts					
Automation System -Shared NWRL	125	375	1,500	1,125	25.00
Technology Upgrades	250	750	3,000	2,250	25.00
Total Capital Fund Accounts	375	1,125	4,500	3,375	25.00
Total General Fund Expenditures	317,927	834,142	3,496,450	2,662,308	23.86
General Fund Revenue Over Expenditures \$	<u>(263,437)</u>	<u>\$ 129,676</u>	<u>\$ 0</u>	<u>(129,676)</u>	<u>0.00</u>

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the Three Months Ending March 31, 2021

	Current Month Actual	Year To Date Actual	Annual Budget	YTD Actual To Annual \$ Variance	YTD Actual To Annual Budget %
SPECIAL PROJECTS					
Special Projects Revenue					
Donations	\$ 961	\$ 7,502	\$ 0	(7,502)	0.00
Endowment Revenue	1,560	1,560	0	(1,560)	0.00
Telecom/E-rate Funds	1,159	3,465	0	(3,465)	0.00
Legacy Grant Revenue	4,431	14,990	0	(14,990)	0.00
Miscellaneous State Grants	201	701	0	(701)	0.00
Northern Lights LN Funds	1,550	4,857	0	(4,857)	0.00
Total Special Projects Revenue	9,862	33,075	0	(33,075)	0.00
Special Projects Expenditures					
Special Projects Miscellaneous					
Donations - Materials: Print	109	332	0	(332)	0.00
Donations - Materials: A/V	0	0	0	0	0.00
Donations - Materials: Other	17	305	0	(305)	0.00
Donations - Miscellaneous	1,418	1,946	0	(1,946)	0.00
Donations - Book Truck	0	0	0	0	0.00
Legacy Grant Expense	4,431	14,989	0	(14,989)	0.00
Telecom/E-rate Expenses	1,159	3,465	0	(3,465)	0.00
Misc. State Grant Expense	201	701	0	(701)	0.00
Misc. Local Grant Expense	0	32,673	0	(32,673)	0.00
Northern Lights LN e-Books	1,550	4,857	0	(4,857)	0.00
Projects from Designated Funds:					
Desig Funds - Consultant Study	2,625	2,625	0	(2,625)	0.00
Total Special Projects Miscellaneous	11,510	61,893	0	(61,893)	0.00
Special Projects Capital					
Donations - Furniture & Equip.	0	325	0	(325)	0.00
Projects from Designated Funds:					
Total Special Projects Capital	0	325	0	(325)	0.00
Total Special Projects Expenditures	11,510	62,218	0	(62,218)	0.00
Special Proj Rev Over (Undor) Expend	\$ (1,648)	\$ (29,143)	\$ 0	29,143	0.00
GRAND TOTAL REVENUE	64,352	996,893	3,496,450	2,499,557	28.51
GRAND TOTAL EXPENDITURES	329,463	896,421	3,496,450	2,600,029	25.64
CHANGE IN FUND BALANCE	\$ (265,111)	\$ 100,472	\$ 0	(100,472)	0.00

**Lake Agassiz Regional Library
Statement of Financial Position
March 31, 2021**

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	<u>Current Month</u>	<u>Prior Month</u>	<u>Month Net Change</u>	<u>Prior Year Final</u>	<u>YTD Net Change</u>
ASSETS					
Cash - Checking (Bell Bank)	\$ 18,949	12,673	6,276	14,284	4,665
Cash - Payroll (Bell Bank)	1,409	7,263	(5,854)	7,524	(6,115)
Cash - Savings (Bell Bank)	965,832	1,180,616	(214,784)	1,040,504	(74,672)
Petty Cash	530	530	0	510	20
Investment Account	1,604,082	1,602,803	1,279	1,408,171	195,911
Accounts Receivable	0	0	0	11,149	(11,149)
Other Miscellaneous Receivable	701	501	200	20,671	(19,970)
Prepaid Expenses	71,048	73,078	(2,030)	71,727	(679)
Vehicles	13,867	13,867	0	13,867	0
Accum Depr - Vehicles	(660)	(660)	0	(660)	0
Equipment and Fixtures	281,172	281,172	0	281,172	0
Accum Depr - Equip & Fixtures	(227,969)	(227,969)	0	(227,969)	0
Equipment & Fixtures - Donated	177,371	177,371	0	177,371	0
Accum Depr - Donated Equip	(149,895)	(149,895)	0	(149,895)	0
Endowment Funds	89,745	89,745	0	89,745	0
Amount Provided - LTD	69,223	69,223	0	69,223	0
Total Assets	\$ 2,915,405	3,130,318	(214,913)	2,827,394	88,011
LIABILITIES					
Accounts Payable	\$ 26,030	16,033	9,997	46,326	(20,296)
Credit Card Payable	4,584	5,050	(466)	0	4,584
Amazon Charge Account	2,658	6,293	(3,635)	0	2,658
Accrued Salaries Payable	76,617	76,617	0	76,617	0
Accrued Sick Leave Payable	20,773	20,773	0	20,773	0
Accrued Vacation Payable	48,449	48,449	0	48,449	0
Payroll Tax Payable - ND	0	810	(810)	0	0
Dental Insurance Payable	(14)	42	(56)	0	(14)
Vision Insurance Payable	(13)	(13)	0	0	(13)
AFLAC Payable	134	134	0	129	5
Flexible Spending - Medical	241	(182)	423	2,283	(2,042)
Sales Tax Payable	386	186	200	267	119
Deferred Revenue	553,663	509,492	44,171	552,249	1,414
Total Liabilities	733,508	683,684	49,824	747,093	(13,585)
FUND BALANCES					
Fund Balance - Unreserved	252,536	252,536	0	27,008	225,528
Fund Bal - Operating Reserve	1,155,000	1,155,000	0	1,155,000	0
Fund Bal - Employee Severance	21,000	21,000	0	21,000	0
Fund Bal - Unemployment Comp.	49,000	49,000	0	49,000	0
Fund Bal - Vehicle Replacement	30,000	30,000	0	30,000	0
Fund Bal - Technology Upgrade	43,750	43,500	250	43,000	750
Fund Bal - Furn. & Equipment	10,000	10,000	0	10,000	0
Fund Bal - Special Projects	20,000	20,000	0	20,000	0
Fund Bal - Copiers, Printers	10,000	10,000	0	10,000	0
Fund Bal - Prof Recruitment	5,000	5,000	0	5,000	0
Fund Bal - Library Materials	30,000	30,000	0	30,000	0
Fund Bal - Consultant Study	20,000	20,000	0	20,000	0
Fund Bal - Outreach Services	20,000	20,000	0	20,000	0
Fund Bal - Brnch Improvement	20,000	20,000	0	20,000	0
Fund Bal - Staff Development	20,000	20,000	0	20,000	0
Fund Bal - Health Insurance	30,000	30,000	0	30,000	0
Fund Bal - Joint Automation	110,375	110,250	125	110,000	375
Investment in Gen. Fixed Asset	93,885	93,885	0	93,885	0
Reserve for Donations	51,132	51,132	0	46,076	5,056
Reserve for Endowments	89,746	89,746	0	89,746	0
Change in Fund Balance	100,473	365,585	(265,112)	230,586	(130,113)
Total Fund Balances	2,181,897	2,446,634	(264,737)	2,080,301	101,596
Total Liabilities & Fund Bal.	\$ 2,915,405	3,130,318	(214,913)	2,827,394	88,011

LAKE AGASSIZ REGIONAL LIBRARY

2022

Preliminary Budget

Draft #1

CATEGORY	2020 Budget	2021 Budget	2022 Budget	\$ Change	% Change
Personnel	2,463,300	2,508,500	2,616,850	108,350	4.32%
Library Materials	405,000	405,000	415,000	10,000	2.47%
Automation/Cataloging	174,900	180,500	185,300	4,800	2.66%
Programming & Staff Development	23,900	24,900	24,900	0	0.00%
Mileage & Board Meetings	29,000	28,000	28,000	0	0.00%
Regional Library Telecom Aid	93,150	83,650	83,650	0	0.00%
Other Operating Expenses	217,050	217,750	216,450	(1,300)	-0.60%
Vehicle Expenses	3,950	3,650	3,650	0	0.00%
Capital Expenses	48,000	44,500	40,000	(4,500)	-10.11%
Total Budget	3,458,250	3,496,450	3,613,800	117,350	3.36%

(OVER)

LAKE AGASSIZ REGIONAL LIBRARY

2022

Preliminary Budget

Draft #1

REVENUE	2020 Budget	2021 Budget	\$ Change	2022 Request
Becker County	391,360	400,365	2,385	402,750
Detroit Lakes	232,370	236,345	1,035	237,380
Clay County	301,615	308,075	1,690	309,765
Moorhead	773,385	786,920	3,460	790,380
Clearwater County	105,990	108,780	715	109,495
Mahnomen County	44,595	45,625	245	45,870
Mahnomen	21,685	22,410	185	22,595
Norman County	102,085	104,480	635	105,115
Polk County	274,020	280,570	1,705	282,275
Crookston	227,005	230,030	800	230,830
Wilkin County	55,835	56,795	250	57,045
Breckenridge	92,185	93,735	395	94,130
SUB-TOTAL	2,622,130	2,674,130	13,500	2,687,630
GRANTS				
State Basic Support	525,699	533,513	1,487	535,000
Regional Library Telecom Aid	93,150	83,650	-	83,650
TOTAL GRANTS	618,849	617,163	1,487	618,650
OTHER REVENUE				
Miscellaneous	110,650	104,700	4,100	108,800
Joint Automation	49,000	49,450	800	50,250
Fund Balance/Shortfall	57,621	51,007	97,463	148,470
TOTAL OTHER REVENUE	217,271	205,157	102,363	307,520
TOTAL REVENUE	3,458,250	3,496,450	117,350	3,613,800
EXPENDITURES				
Operating	3,410,250	3,451,950	121,850	3,573,800
Capital	48,000	44,500	(4,500)	40,000
TOTAL EXPENDITURES	3,458,250	3,496,450	117,350	3,613,800
				-

2021
LINE ITEM BREAKDOWN

		2021 Final Budget	2022 Change Draft #1	2022 Budget	Change 2021 to 2022	% Change	COMMENTS
REVENUE							
<i>SIGNATORY CONTRIBUTIONS</i>							
4000-001	Becker County	400,365	2,385	402,750	2,385.00	0.60%	
4000-002	Detroit Lakes	236,345	1,035	237,380	1,035.00	0.44%	
4000-010	Clay County	308,075	1,690	309,765	1,690.00	0.55%	
4000-011	Moorhead	786,920	3,460	790,380	3,460.00	0.44%	
4000-020	Clearwater County	108,780	715	109,495	715.00	0.66%	
4000-030	Mahnomen County	45,625	245	45,870	245.00	0.54%	
4000-031	Mahnomen	22,410	185	22,595	185.00	0.83%	
4000-040	Norman County	104,480	635	105,115	635.00	0.61%	
4000-050	Polk County	280,570	1,705	282,275	1,705.00	0.61%	
4000-051	Crookston	230,030	800	230,830	800.00	0.35%	
4000-060	Wilkin County	56,795	250	57,045	250.00	0.44%	
4000-061	Breckenridge	93,735	395	94,130	395.00	0.42%	
<i>Subtotal</i>		2,674,130	13,500	2,687,630	13,500.00	0.50%	
GRANTS							
4110	Regional Library Telecom Aid (RLTA)	83,650	-	83,650	-	0.00%	
4100	Basic Support - MN (RLBSS)	533,513	1,487	535,000	1,487.00	0.28%	Find out amount in August
<i>Subtotal</i>		617,163	1,487	618,650	1,487.00	0.24%	
MISC. REVENUE							
4500	Service Charge Revenue	8,000	1,000	9,000	1,000.00	12.50%	
4510	Printing Revenue	15,000	1,000	16,000	1,000.00	6.67%	
4520	Fax Revenue	5,500	500	6,000	500.00	9.09%	
4530	Microfilm Revenue	200	100	300	100.00	50.00%	
4540	Photocopy Revenue	6,000	1,000	7,000	1,000.00	16.67%	
4560	Interest Income/Investment	65,000	-	65,000	-	0.00%	
4590	Lost/Damaged Property	5,000	500	5,500	500.00	10.00%	
<i>Subtotal</i>		104,700	4,100	108,800	4,100.00	3.92%	
JOINT AUTOMATION							
9505-200	Reimbursement from NWRL	46,400	800	47,200	800.00	1.72%	
9510-200	MnLINK Server Site Payment	3,050	-	3,050	-	0.00%	
<i>Subtotal</i>		49,450	800	50,250	800.00	1.62%	
4900	Deficit (Surplus)	51,007	97,463	148,470	97,463.00	191.08%	
TOTAL REVENUE		3,496,450	117,350	3,613,800	117,350	3.36%	
EXPENSES							
<i>PERSONNEL EXPENSES</i>							
5000	Salaries & Wages	1,856,050	70,900	1,926,950	70,900.00	3.82%	
5100	Payroll Taxes	143,400	5,400	148,800	5,400.00	3.77%	
5110	Retirement - PERA employer	138,450	5,250	143,700	5,250.00	3.79%	
5120	Health Insurance	364,050	26,800	390,850	26,800.00	7.36%	2022 rates in August
5140	Life Insurance	1,350	-	1,350	-	0.00%	
5160	Other Employee Benefits	1,650	(150)	1,500	(150.00)	-9.09%	
5150	Workers' Compensation Insurance	3,550	150	3,700	150.00	4.23%	
<i>Subtotal</i>		2,508,500	108,350	2,616,850	108,350	4.32%	
AUTOMATION/CATALOGING							
6100	Automation System	150,150	4,800	154,950	4,800.00	3.20%	
6105	Support - App	3,900	-	3,900	-	0.00%	
6107	Remote Printing Service	3,450	-	3,450	-	0.00%	
6040	Supplies - Computer	5,000	-	5,000	-	0.00%	
6010	Supplies - Technical Services	6,000	-	6,000	-	0.00%	
6110	OCLC/Minitex	12,000	-	12,000	-	0.00%	
<i>Subtotal</i>		180,500	4,800	185,300	4,800	2.66%	
PROGRAMMING/STAFF DEVELOPMENT							
6495	Programming - Adult	2,500	-	2,500	-	0.00%	
6490	Programming - Youth	3,400	-	3,400	-	0.00%	
6492	Programming - Summer Reading	9,000	-	9,000	-	0.00%	
6480	Staff Development/Training	10,000	-	10,000	-	0.00%	

<i>Subtotal</i>	24,900	-	24,900	-	0.00%	
<i>MILEAGE/BOARD MTG EXPENSE</i>						
6455 Mileage - Staff	22,500	-	22,500	-	0.00%	
6450 Mileage - Trustee	4,750	-	4,750	-	0.00%	
6470 Board Expenses	750	-	750	-	0.00%	
<i>Subtotal</i>	28,000	-	28,000	-	0.00%	
7110 RLTA Expenses	83,650		83,650	-	0.00%	
<i>OTHER OPERATING</i>						
6340 Attorney Fees	1,500	(500)	1,000	(500.00)	-33.33%	Union negotiations in 2021
6310 Audit	8,000	500	8,500	500.00	6.25%	Per contract
6330 Bank Fees	900	-	900	-	0.00%	
6335 Credit Card Fees	300	-	300	-	0.00%	
6320 Business Office Software/Supplies	2,000	-	2,000	-	0.00%	
6350 Delivery: Courier	56,000	(1,000)	55,000	(1,000.00)	-1.79%	
6355 Delivery: TriCollege/Minutex	5,500	(100)	5,400	(100.00)	-1.82%	
6420 Director's Discretionary	2,500	-	2,500	-	0.00%	
6370 Insurance - General Liability	13,000	-	13,000	-	0.00%	
6372 Insurance - D&O/Emp Liab	2,550	(50)	2,500	(50.00)	-1.96%	
6374 Insurance - Government Crime	100	-	100	-	0.00%	
6376 Insurance - Flood	3,700	-	3,700	-	0.00%	
6360 Lease: Regional Office Rent	21,250	200	21,450	200.00	0.94%	Per contract
6362 Lease: Copiers	5,500	-	5,500	-	0.00%	
6365 Lease: Mailing Machine	550	-	550	-	0.00%	
6240 Maintenance Contract: Copiers	6,000	-	6,000	-	0.00%	
6245 Maintenance Contract: Printers	5,500	-	5,500	-	0.00%	
6250 Maintenance Contract: Microfilm	2,350	-	2,350	-	0.00%	
6465 Memberships - LARL Directors	1,000	-	1,000	-	0.00%	
6800 Miscellaneous Expense	2,500	-	2,500	-	0.00%	
6430 Postage	3,000	-	3,000	-	0.00%	
6435 PO Box Rental	700	-	700	-	0.00%	
6460 MN Director's Fund - CRPLSA	2,100	-	2,100	-	0.00%	
6300 Payroll Processing/Timesheet	6,700	(300)	6,400	(300.00)	-4.48%	
6410 PIO: Marketing/Printing/Misc	16,000	-	16,000	-	0.00%	
6380 Recruitment	8,000	-	8,000	-	0.00%	
6030 Supplies - Copier/Fax/Microfilm	800	(50)	750	(50.00)	-6.25%	
6000 Supplies - Office	8,000	-	8,000	-	0.00%	
6020 Supplies - Public Services	6,000	-	6,000	-	0.00%	
6200 Equipment Repairs	2,500	-	2,500	-	0.00%	
6400 Telephone/Telecom	23,250	-	23,250	-	0.00%	
<i>Subtotal</i>	217,750	(1,300)	216,450	(1,300)	-0.60%	
<i>VEHICLES</i>						
6500 Gasoline	750		750	-	0.00%	
6505 Repairs & Maintenance	1,000		1,000	-	0.00%	
6510 Insurance	1,900		1,900	-	0.00%	
<i>Subtotal</i>	3,650	-	3,650	-	0.00%	
<i>MATERIALS</i>						
6601 Audio/Visual	75,000		75,000	-	0.00%	
6670 Digital	105,500	5,000	110,500	5,000.00	4.74%	
6680 Online Resources	8,500		8,500	-	0.00%	
6690 Periodicals	21,000		21,000	-	0.00%	
6600 Print	195,000	5,000	200,000	5,000.00	2.56%	
<i>Subtotal</i>	405,000	10,000	415,000	10,000	2.47%	
<i>CAPTIAL EXPENDITURES</i>						
8500 Furniture & Equipment	10,000	-	10,000	-	0.00%	
8600 Software/Hardware Upgrades	30,000	-	30,000	-	0.00%	
<i>Subtotal</i>	40,000	-	40,000	-	0.00%	
<i>CAPITAL FUNDS</i>						
9025 Hardware upgrades	3,000	(3,000)	-	(3,000.00)	-100.00%	
9800-200 Joint Automation Software/hardware	1,500	(1,500)	-	(1,500.00)	-100.00%	
<i>Subtotal</i>	4,500	(4,500)	-	(4,500)	-100.00%	
TOTAL EXPENSES	3,496,450	117,350	3,613,800	117,350	3.36%	
REV. (UNDER)/OVER EXP.	-	-	-	-		

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Account ID	Account Description	Date	Vendor Name	Debit Amt	Credit Amt
6000-000	Supplies - Office	3/3/21	Ace Hardware	22.49	
6000-000	Supplies - Office	3/17/21	Quill Corporation	60.98	
6000-000	Supplies - Office			83.47	
6020-000	Supplies - Public Services	3/5/21	Cole Papers Inc.	17.06	
6020-000	Supplies - Public Services	3/9/21	Quill Corporation	33.99	
		3/9/21		11.98	
		3/10/21		11.96	
6020-000	Supplies - Public Services			74.99	
6030-000	Supplies - Copier/Fax/Microfilm	3/26/21	Marco Technologies LLC	19.88	
6030-000	Supplies - Copier/Fax/Microfilm			19.88	
6240-000	Maint Contr - Copiers	3/26/21	Marco Technologies LLC	750.00	
6240-000	Maint Contr - Copiers			750.00	
6245-000	Maint Contr - Printers	3/25/21	Metro Sales, Inc	1,405.81	
6245-000	Maint Contr - Printers			1,405.81	
6300-000	Payroll/Time Tracking	3/10/21	Payroll Professionals, Inc.	108.50	
		3/25/21		111.60	
6300-000	Payroll/Time Tracking			220.10	
6310-000	Audit	3/22/21	Brady, Martz & Associates, P.C	8,000.00	
6310-000	Audit			8,000.00	
6350-000	Delivery Service - Courier	3/1/21	Alliance Courier	1,716.65	
		3/15/21		1,716.65	
		3/29/21		1,716.65	
6350-000	Delivery Service - Courier			5,149.95	
6362-000	Lease - Copiers	3/26/21	Marco Technologies LLC	1,369.50	
6362-000	Lease - Copiers			1,369.50	
6380-000	Recruitment	3/1/21	Crookston Daily Times	106.16	
		3/31/21		14.00	
6380-000	Recruitment			120.16	
6400-000	Telephone	3/1/21	Halstad Telephone Company	74.34	
		3/1/21		33.94	
6400-000	Telephone	3/1/21	CenturyLink	48.00	
		3/1/21		48.00	
		3/1/21		48.00	
		3/1/21		48.00	
6400-000	Telephone	3/26/21	Rochester Telecom Systems Inc.	33.44	
		3/26/21		5.99	
		3/26/21		19.32	
		3/26/21		11.36	
		3/26/21		0.93	
		3/26/21		13.33	
		3/26/21		1.87	
		3/26/21		0.68	
		3/26/21		5.97	

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		3/26/21		2.30	
		3/26/21		3.43	
		3/26/21		3.18	
		3/26/21		0.53	
		3/26/21		0.77	
		3/26/21		0.60	
		3/26/21		0.64	
		3/26/21		1.01	
		3/26/21		0.53	
		3/26/21		0.64	
		3/26/21		0.53	
6400-000	Telephone			407.33	
6410-000	PIO - Marketing/Printing/Etc	3/11/21	Shortprinter	93.00	
		3/24/21		358.61	
		3/26/21		345.65	
		3/29/21		5.62	
		3/29/21		55.06	
6410-000	PIO - Marketing/Printing/Etc			857.94	
6455-000	Mileage - Staff	3/1/21	Eliza Gores	50.68	
6455-000	Mileage - Staff	3/1/21	Heidi Moore	5.60	
6455-000	Mileage - Staff	3/1/21	Melissa Larson	14.56	
6455-000	Mileage - Staff	3/3/21	Heidi Moore	5.60	
6455-000	Mileage - Staff	3/4/21	Jodi Harrington	34.16	
6455-000	Mileage - Staff	3/4/21	Heidi Moore	5.60	
6455-000	Mileage - Staff	3/8/21	Sheila Capistran	19.60	
6455-000	Mileage - Staff	3/8/21	Heidi Moore	5.60	
6455-000	Mileage - Staff	3/8/21	Greta Guck	17.08	
6455-000	Mileage - Staff	3/10/21	Philip Spooner	29.12	
		3/15/21		29.12	
6455-000	Mileage - Staff	3/19/21	Jodi Harrington	26.88	
		3/23/21		34.16	
6455-000	Mileage - Staff	3/24/21	Philip Spooner	78.40	
6455-000	Mileage - Staff	3/25/21	Greta Guck	12.32	
6455-000	Mileage - Staff	3/29/21	Jodi Harrington	26.88	
6455-000	Mileage - Staff	3/29/21	Greta Guck	12.32	
6455-000	Mileage - Staff			407.68	
6465-000	Memberships - LARL Directors	3/8/21	Greta Guck	170.00	
6465-000	Memberships - LARL Directors	3/23/21	MN Association Of Library Frie	25.00	
6465-000	Memberships - LARL Directors			195.00	
6482-000	Conf/Meeting - Miscellaneous	3/15/21	Nicole Boewood	30.00	
6482-000	Conf/Meeting - Miscellaneous			30.00	
6492-000	Programming - Summer Learn	3/3/21	Janette Hill Art	175.00	

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Account ID	Account Description	Date	Vendor Name	Debit Amt	Credit Amt
6492-000	Programming - Summer Learn	3/15/21	Crestline Specialties, Inc.	2,178.02	
6492-000	Programming - Summer Learn			2,353.02	
6600-000	Materials - Print	3/1/21	Baker & Taylor	25.56	
		3/1/21		28.78	
		3/1/21		5.53	
		3/1/21		64.54	
		3/1/21		29.36	
		3/1/21		74.72	
		3/1/21		556.14	
		3/2/21		349.60	
		3/2/21		109.68	
		3/2/21		258.65	
		3/2/21		87.46	
		3/2/21		90.88	
		3/2/21		53.98	
		3/3/21		28.78	
		3/4/21		122.88	
		3/6/21		264.96	
		3/8/21		21.32	
		3/9/21		24.94	
		3/9/21		42.65	
		3/9/21		11.69	
		3/9/21		370.89	
		3/9/21		385.60	
		3/10/21		6.48	
		3/10/21		84.22	
		3/10/21		68.49	
		3/10/21		112.92	
		3/10/21		33.57	
		3/10/21		87.66	
		3/10/21		65.96	
		3/10/21		63.26	
		3/10/21		79.94	
		3/11/21		1.68	
		3/11/21		9.72	
		3/11/21		38.88	
		3/11/21		183.36	
		3/11/21		83.02	
		3/11/21		189.33	
		3/11/21		305.60	
		3/11/21		262.62	
		3/11/21		168.81	
		3/11/21		713.47	
		3/11/21		326.60	
		3/11/21		57.84	
		3/11/21		202.30	
		3/11/21		125.64	
		3/11/21		28.84	
		3/11/21		104.28	
		3/11/21		86.84	
		3/11/21		488.03	
		3/12/21		47.11	
		3/12/21		0.84	
		3/12/21		535.17	
		3/12/21		126.36	
		3/12/21		64.04	
		3/12/21		114.70	
		3/12/21		42.16	
		3/12/21		11.98	
		3/12/21		583.61	
		3/12/21		155.20	
		3/15/21		844.10	
		3/15/21		53.06	
		3/15/21		17.18	
		3/15/21		178.16	
		3/15/21		552.92	

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Account ID	Account Description	Date	Vendor Name	Debit Amt	Credit Amt
		3/15/21		337.57	
		3/16/21		217.95	
		3/16/21		245.98	
		3/16/21		10.38	
		3/17/21		70.14	
		3/17/21		141.86	
		3/18/21		340.13	
		3/18/21		14.70	
		3/18/21		25.98	
		3/19/21		62.62	
		3/19/21		54.50	
		3/19/21		51.36	
		3/19/21		88.74	
		3/19/21		270.45	
		3/19/21		84.00	
		3/20/21		113.60	
		3/22/21		85.62	
6600-000	Materials - Print			12,530.12	
6601-000	Materials - A/V	3/1/21	Baker & Taylor	121.68	
		3/1/21		64.94	
		3/1/21		29.43	
		3/1/21		153.93	
6601-000	Materials - A/V	3/2/21	Black Stone Publishing	132.88	
		3/2/21		54.88	
		3/3/21		35.44	
6601-000	Materials - A/V	3/3/21	Baker & Taylor	50.28	
		3/3/21		22.66	
		3/3/21		25.32	
6601-000	Materials - A/V	3/4/21	Black Stone Publishing	35.45	
6601-000	Materials - A/V	3/8/21	Baker & Taylor	38.18	
		3/9/21		111.68	
6601-000	Materials - A/V	3/11/21	Black Stone Publishing	70.90	
		3/11/21		821.04	
6601-000	Materials - A/V	3/11/21	Baker & Taylor	100.78	
		3/11/21		46.56	
		3/12/21		38.18	
		3/12/21		27.30	
6601-000	Materials - A/V	3/15/21	Black Stone Publishing	417.28	
		3/16/21		117.78	
		3/17/21		38.82	
		3/19/21		23.44	
6601-000	Materials - A/V	3/19/21	Baker & Taylor	128.46	
6601-000	Materials - A/V	3/22/21	Black Stone Publishing	198.00	
6601-000	Materials - A/V	3/22/21	Baker & Taylor	69.22	
6601-000	Materials - A/V			2,974.51	
6670-000	Materials - Digital - e-Books	3/1/21	Overdrive, Inc.	10.00	
		3/1/21		182.11	
		3/1/21		78.98	
		3/2/21		783.35	
		3/2/21		2.99	
		3/4/21		14.99	
		3/7/21		19.95	
		3/8/21		230.46	
		3/8/21		152.88	

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		3/8/21		95.99	
		3/9/21		17.99	
		3/9/21		316.92	
		3/9/21		1,630.58	
		3/9/21		66.00	
		3/10/21		27.50	
		3/12/21		15.99	
		3/15/21		420.83	
		3/15/21		205.77	
		3/16/21		404.40	
		3/16/21		28.99	
		3/17/21		5.99	
6670-000	Materials - Digital - e-Books			4,712.66	
6675-000	Materials - Digital - e-Audio	3/2/21	Overdrive, Inc.	79.99	
		3/2/21		451.94	
		3/8/21		423.98	
		3/9/21		342.43	
		3/9/21		866.26	
		3/9/21		109.00	
		3/13/21		31.95	
		3/16/21		44.99	
6675-000	Materials - Digital - e-Audio			2,350.54	
6690-000	Materials - Periodicals	3/1/21	The Forum	213.60	
6690-000	Materials - Periodicals	3/1/21	Clay County Union	38.00	
6690-000	Materials - Periodicals	3/1/21	Richards Publishing Company, I	30.00	
6690-000	Materials - Periodicals	3/4/21	Dakota News, Inc.	25.47	
		3/11/21		33.12	
6690-000	Materials - Periodicals	3/13/21	EBSCO Information Services	78.96	
6690-000	Materials - Periodicals	3/14/21	The Forum	276.00	
6690-000	Materials - Periodicals	3/15/21	The Erskine Echo	30.00	
6690-000	Materials - Periodicals	3/15/21	EBSCO Information Services	10,000.00	
6690-000	Materials - Periodicals	3/21/21	The Forum	276.00	
		3/21/21		218.80	
		3/21/21		270.80	
		3/21/21		276.00	
		3/21/21		218.80	
6690-000	Materials - Periodicals	3/21/21	The Pioneer	99.84	
6690-000	Materials - Periodicals	3/30/21	Landman Publishing, LLC	40.00	
6690-000	Materials - Periodicals			12,125.39	
7110-000	Regional Lib Telecom Aid - Ex	3/17/21	NW-Links	19,067.96	
7110-000	Regional Lib Telecom Aid - Ex			19,067.96	
7115-000	Regional Lib Tele Aid - Cat 3	3/9/21	Insight Public Sector, Inc.	3,537.48	
7115-000	Regional Lib Tele Aid - Cat 3	3/10/21	Midwest Tape	20,000.00	
7115-000	Regional Lib Tele Aid - Cat 3			23,537.48	
7116-000	RLTA - Cat 3 - ebook	3/8/21	Overdrive, Inc.	152.49	
		3/22/21		15.99	
		3/22/21		376.47	

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		3/22/21		149.98	
		3/22/21		139.88	
		3/23/21		1,515.17	
		3/23/21		544.40	
		3/25/21		16.00	
		3/29/21		267.50	
		3/29/21		69.46	
		3/29/21		67.99	
		3/29/21		65.00	
		3/30/21		55.00	
		3/30/21		278.85	
		3/30/21		33.99	
7116-000	RLTA - Cat 3 - ebook			3,748.17	
7117-000	RLTA - Cat 3 - eAudio	3/8/21	Overdrive, Inc.	97.99	
		3/22/21		510.72	
		3/23/21		1,095.19	
		3/23/21		65.00	
		3/23/21		144.97	
		3/25/21		65.00	
7117-000	RLTA - Cat 3 - eAudio			1,978.87	
7120-000	Telecom/E-rate Expenses	3/21/21	T-Mobile	1,158.70	
7120-000	Telecom/E-rate Expenses			1,158.70	
7200-000	Legacy - Expense (1099)	3/1/21	Minnesota Public Radio	243.00	
7200-000	Legacy - Expense (1099)	3/2/21	Newman Signs, Inc.	132.35	
		3/23/21		132.35	
7200-000	Legacy - Expense (1099)	3/29/21	Post-Traumatic Funk Syndrome	350.00	
7200-000	Legacy - Expense (1099)			857.70	
7230-000	Legacy - Materials - Other	3/29/21	Overdrive, Inc.	169.95	
		3/29/21		142.97	
		3/29/21		80.90	
		3/29/21		154.39	
7230-000	Legacy - Materials - Other			548.21	
7410-000	Northern Lights LN e-Books	3/2/21	Overdrive, Inc.	53.97	
		3/8/21		40.00	
		3/9/21		392.45	
		3/22/21		605.53	
		3/29/21		271.93	
		3/29/21		186.56	
7410-000	Northern Lights LN e-Books			1,550.44	
8000-002	Donation - Misc Exp - LD	3/17/21	DEMCO	1,297.98	
8000-002	Donation - Misc Exp - LD			1,297.98	
8107-000	Donation - Material Other - RO	3/17/21	Overdrive, Inc.	17.00	
8107-000	Donation - Material Other - RO			17.00	
9065-000	Desig Funds - Consultant Stud	3/22/21	Library Strategies	2,625.00	
9065-000	Desig Funds - Consultant Stud			2,625.00	
9720-200	Training - Joint Automaiton	3/16/21	Sharon Douglas	55.00	
9720-200	Training - Joint Automaiton			55.00	

Lake Agassiz Regional Library
Monthly List of Bills paid by EFT
For the Period From Mar 1, 2021 to Mar 31, 2021

Account ID	Account Description	Date	Vendor Name	Debit Amt	Credit Amt
5100-000	Payroll Taxes - Employer	3/15/21 3/15/21	Federal Income Tax deposit	4,233.02 990.73	
5100-000	Payroll Taxes - Employer	3/15/21	LARL Payroll		52.10
5100-000	Payroll Taxes - Employer	3/31/21 3/31/21	Federal Income Tax deposit	4,629.18 1,082.63	
5100-000	Payroll Taxes - Employer			10,935.56	52.10
5110-000	Retirement - PERA - Employer	3/15/21 3/31/21	Public Employees Retirement As	5,132.40 5,578.36	
5110-000	Retirement - PERA - Employer			10,710.76	
5120-000	Health Insurance	3/12/21 3/12/21	Further - VEBA/HSA	1,947.25 1,752.00	
5120-000	Health Insurance	3/15/21	LARL Payroll		192.25
5120-000	Health Insurance	3/24/21	Further - Fees	96.25	
5120-000	Health Insurance	3/29/21 3/29/21	Further - VEBA/HSA	192.25 175.50	
5120-000	Health Insurance	3/30/21	Lakes Country Service Cooperat	25,438.00	
5120-000	Health Insurance	3/31/21	LARL Payroll		192.25
5120-000	Health Insurance			29,601.25	384.50
5140-000	Life Insurance - Employer Paid	3/22/21	Mutual of Omaha	106.40	
5140-000	Life Insurance - Employer Paid			106.40	
6000-000	Supplies - Office	3/25/21	Target	13.39	
6000-000	Supplies - Office			13.39	
6020-000	Supplies - Public Services	3/3/21 3/3/21 3/15/21 3/15/21	Amazon (charges on account)		55.00 27.13 20.89 17.99
6020-000	Supplies - Public Services				121.01
6040-000	Supplies - Computer	3/4/21	Zoho Corp	20.00	
6040-000	Supplies - Computer	3/5/21 3/30/21	Amazon (charges on account)	15.99 17.73	
6040-000	Supplies - Computer			53.72	
6300-000	Payroll/Time Tracking	3/3/21	Attendance On Demand	219.00	
6300-000	Payroll/Time Tracking			219.00	
6365-000	Lease - Mailing Machine	3/23/21	Pitney Bowes	129.00	
6365-000	Lease - Mailing Machine			129.00	
6400-000	Telephone	3/3/21	Grasshopper.com	37.29	
6400-000	Telephone	3/3/21 3/3/21 3/3/21 3/3/21	Arvig	92.62 93.42 85.04 85.04	

Lake Agassiz Regional Library
Monthly List of Bills paid by EFT
For the Period From Mar 1, 2021 to Mar 31, 2021

Account ID	Account Description	Date	Vendor Name	Debit Amt	Credit Amt
		3/3/21		42.84	
6400-000	Telephone	3/15/21	Garden Valley Telephone Comp	41.45	
6400-000	Telephone	3/16/21	Allstream	831.32	
6400-000	Telephone	3/25/21	Arvig	174.10	
6400-000	Telephone	3/30/21	Garden Valley Telephone Comp	41.45	
		3/30/21		41.45	
		3/30/21		80.34	
		3/30/21		41.45	
6400-000	Telephone			1,687.81	
6410-000	PIO - Marketing/Printing/Etc	3/4/21	Uprinting.com	780.76	
6410-000	PIO - Marketing/Printing/Etc	3/10/21	Amazon (charges on account)	16.90	
6410-000	PIO - Marketing/Printing/Etc	3/11/21	Apple Store	32.20	
6410-000	PIO - Marketing/Printing/Etc	3/12/21	Uprinting.com	238.54	
6410-000	PIO - Marketing/Printing/Etc	3/15/21	Amazon (charges on account)	129.97	
		3/15/21		89.98	
6410-000	PIO - Marketing/Printing/Etc	3/22/21	Tidlo	18.36	
6410-000	PIO - Marketing/Printing/Etc			1,306.71	
6430-000	Postage	3/4/21	Pitney Bowes Purchase Power	400.00	
6430-000	Postage			400.00	
6495-000	Programming - Adult	3/22/21	Uprinting.com	382.11	
6495-000	Programming - Adult			382.11	
6600-000	Materials - Print	3/1/21	Amazon (charges on account)	23.58	
		3/3/21		11.99	
		3/3/21		15.28	
		3/3/21		22.95	
		3/5/21		37.82	
		3/6/21		90.19	
		3/6/21		18.99	
		3/6/21		5.99	
		3/6/21		6.79	
		3/8/21		11.43	
		3/9/21		17.40	
		3/10/21		16.99	
		3/11/21		18.70	
		3/11/21		35.90	
		3/12/21		23.98	
		3/12/21		17.95	
		3/13/21			15.89
		3/15/21		20.89	
		3/15/21		25.98	
		3/16/21		35.98	
		3/16/21		5.99	
		3/18/21		33.97	
		3/20/21		7.99	
		3/20/21		15.98	
		3/21/21		0.29	
		3/24/21		31.94	
		3/26/21		7.49	
6600-000	Materials - Print			562.43	15.89

Lake Agassiz Regional Library
Monthly List of Bills paid by EFT
For the Period From Mar 1, 2021 to Mar 31, 2021

Account ID	Account Description	Date	Vendor Name	Debit Amt	Credit Amt
6601-000	Materials - A/V	3/1/21	Amazon (charges on account)	25.92	
		3/1/21		35.92	
		3/1/21		35.92	
		3/1/21		17.96	
		3/2/21			23.49
		3/3/21		144.74	
		3/3/21		39.72	
		3/4/21		57.96	
		3/4/21		123.64	
		3/4/21		27.48	
		3/4/21		27.98	
		3/7/21		19.98	
		3/9/21		28.98	
		3/10/21		25.99	
		3/10/21		27.99	
		3/14/21		99.08	
		3/15/21		59.88	
		3/15/21		12.96	
		3/15/21		74.92	
		3/16/21		30.95	
		3/16/21			27.99
		3/16/21		22.87	
		3/18/21		56.20	
		3/20/21		39.98	
		3/21/21		71.84	
		3/21/21		19.98	
		3/22/21		29.88	
		3/22/21		35.92	
		3/24/21		85.89	
6601-000	Materials - A/V			1,280.53	51.48
7200-000	Legacy - Expense (1099)	3/31/21	Facebook Ad Manager	100.00	
7200-000	Legacy - Expense (1099)			100.00	
7250-000	Misc. State Grant Expense	3/5/21	Amazon (charges on account)	41.04	
		3/12/21		112.12	
		3/22/21		47.60	
7250-000	Misc. State Grant Expense			200.76	
8000-054	Donation - Misc Exp - LF	3/24/21	Fathead	119.95	
8000-054	Donation - Misc Exp - LF			119.95	
8100-011	Donation - Material Print - LM	3/3/21	Amazon (charges on account)	52.82	
		3/8/21		17.99	
		3/15/21		17.99	
		3/21/21		11.20	
8100-011	Donation - Material Print - LM			100.00	
8100-013	Donation - Material Print - LH	3/8/21	Amazon (charges on account)	8.52	
8100-013	Donation - Material Print - LH			8.52	
8600-000	Software & Hardware Upgrade	3/11/21	Dell Marketing LP	887.97	
		3/11/21		3,625.82	
8600-000	Software & Hardware Upgrade			4,513.79	
9630-200	Cell Phone - Joint Automation	3/9/21	Ting	24.26	
9630-200	Cell Phone - Joint Automation			24.26	
9640-200	Phone Notify - Joint Automa	3/10/21	Flowroute.com	350.00	

Lake Agassiz Regional Library
Monthly List of Bills paid by EFT
For the Period From Mar 1, 2021 to Mar 31, 2021

Account ID	Account Description	Date	Vendor Name	Debit Amt	Credit Amt
9640-200	Phone Notify - Joint Automa			350.00	
9720-200	Training - Joint Automaiton	3/15/21	Hopin.com	55.00	
9720-200	Training - Joint Automaiton			55.00	

Lake Agassiz Regional Library

Check Register

For the Period From Mar 1, 2021 to Mar 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
eft-3/1/21-1	3/1/21	Delta Dental of Minnesota	1000-000	1,056.65
eft-3/1/21-2	3/1/21	Fidelity Security Life	1000-000	299.40
3/21-11	3/1/21	Amazon (charges on account)	2020-000	25.92
3/21-12	3/1/21	Amazon (charges on account)	2020-000	35.92
3/21-13	3/1/21	Amazon (charges on account)	2020-000	35.92
3/21-14	3/1/21	Amazon (charges on account)	2020-000	17.96
3/21-15	3/1/21	Amazon (charges on account)	2020-000	23.58
3/21-16	3/2/21	Amazon (charges on account)	2020-000	-23.49
	3/3/21	Grasshopper.com	2010-000	37.29
eft-3/3/21-1	3/3/21	Arvig	1000-000	92.62
eft-3/3/21-2	3/3/21	Arvig	1000-000	93.42
eft-3/3/21-3	3/3/21	Arvig	1000-000	85.04
eft-3/3/21-4	3/3/21	Arvig	1000-000	85.04
eft-3/3/21-5	3/3/21	Arvig	1000-000	42.84
eft-3/3/21-6	3/3/21	Attendance On Demand	1000-000	219.00
67630	3/3/21	Baker & Taylor	1000-000	3,260.34
67630a	3/3/21	VOID	1000-000	
67630b	3/3/21	VOID	1000-000	
67631	3/3/21	Black Stone Publishing	1000-000	788.72
67632	3/3/21	DEMCO	1000-000	399.46
67633	3/3/21	Greta Guck	1000-000	56.56
67634	3/3/21	Megan Krueger	1000-000	29.12
67635	3/3/21	William K. Krueger	1000-000	1,000.00
67636	3/3/21	Liz Lynch	1000-000	78.12
67637	3/3/21	Heidi Moore	1000-000	22.40
67638	3/3/21	NCPERS Group Life Ins.	1000-000	128.00
67639	3/3/21	Amy Nelson	1000-000	15.12
67640	3/3/21	NetCenter Technologies	1000-000	170.00
67641	3/3/21	Norman County Index	1000-000	66.00
67642	3/3/21	Rochester Telecom Systems Inc.	1000-000	103.05
67642a	3/3/21	VOID	1000-000	
67642b	3/3/21	VOID	1000-000	
67643	3/3/21	Philip Spooner	1000-000	57.12
67644	3/3/21	T-Mobile	1000-000	1,165.36

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2021 to Mar 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
67645	3/3/21	Daniel L. Wilsey	1000-000	14.28
eft-3/3/21-1	3/3/21	Lake Agassiz Regional Library	1010-000	25,000.00
3/21-17	3/3/21	Amazon (charges on account)	2020-000	156.73
3/21-27	3/3/21	Amazon (charges on account)	2020-000	
3/21-28	3/3/21	Amazon (charges on account)	2020-000	25.69
3/21-35	3/3/21	Amazon (charges on account)	2020-000	22.95
	3/4/21	Zoho Corp	2010-000	20.00
eft-3/4/21-1	3/4/21	Pitney Bowes Purchase Power	1000-000	400.00
3/21-18	3/4/21	Amazon (charges on account)	2020-000	57.96
3/21-19	3/4/21	Amazon (charges on account)	2020-000	123.64
cc-3/4/21	3/4/21	Uprinting.com	2010-000	780.76
3/21-32	3/4/21	Amazon (charges on account)	2020-000	27.48
3/21-36	3/4/21	Amazon (charges on account)	2020-000	27.98
eft-3/5/21-1	3/5/21	Further - FSA	1000-000	80.96
3/21-20	3/5/21	Amazon (charges on account)	2020-000	37.82
3/21-21	3/5/21	Amazon (charges on account)	2020-000	15.99
3/21-22	3/5/21	Amazon (charges on account)	2020-000	41.04
eft-3/6/21-1	3/6/21	Cardmember Service	1000-000	3,850.96
3/21-23	3/6/21	Amazon (charges on account)	2020-000	90.19
3/21-24	3/6/21	Amazon (charges on account)	2020-000	18.99
3/21-25	3/6/21	Amazon (charges on account)	2020-000	5.99
3/21-26	3/6/21	Amazon (charges on account)	2020-000	6.79
3/21-37	3/7/21	Amazon (charges on account)	2020-000	19.98
3/21-38	3/8/21	Amazon (charges on account)	2020-000	19.95
3/21-39	3/8/21	Amazon (charges on account)	2020-000	17.99
cc-3/9/21	3/9/21	Ting	2010-000	24.26
3/21-30	3/9/21	Amazon (charges on account)	2020-000	46.38
67646	3/10/21	Alliance Courier	1000-000	1,716.65
67647	3/10/21	Baker & Taylor	1000-000	1,341.54
67647a	3/10/21	VOID	1000-000	
67648	3/10/21	Black Stone Publishing	1000-000	1,474.84
67649	3/10/21	Coughlan Companies LLC	1000-000	109.95
67650	3/10/21	Clay County Connection	1000-000	265.00

Lake Agassiz Regional Library
Check Register
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Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
67651	3/10/21	Clay County Union	1000-000	38.00
67652	3/10/21	Dakota News, Inc.	1000-000	33.12
67653	3/10/21	EBSCO Information Services	1000-000	17.02
67654	3/10/21	Greta Guck	1000-000	170.00
67655	3/10/21	Halstad Telephone Company	1000-000	108.28
67656	3/10/21	Jodi Harrington	1000-000	34.16
67657	3/10/21	Office Depot	1000-000	96.72
67658	3/10/21	Overdrive, Inc.	1000-000	6,134.94
67658a	3/10/21	VOID	1000-000	
67659	3/10/21	Richards Publishing Company, Inc.	1000-000	30.00
cc-3/10/21-1	3/10/21	Flowroute.com	2010-000	350.00
3/21-31	3/10/21	Amazon (charges on account)	2020-000	16.99
3/21-40	3/10/21	Amazon (charges on account)	2020-000	16.90
3/21-50	3/10/21	Amazon (charges on account)	2020-000	25.99
3/21-68	3/10/21	Amazon (charges on account)	2020-000	27.99
67660	3/11/21	Dell Marketing LP	1000-000	4,513.79
eft-3/11/21-1	3/11/21	Lake Agassiz Regional Library	1010-000	115,000.0
eft-3/11/21-2	3/11/21	Lake Agassiz Regional Library	1000-000	50,000.00
	3/11/21	Apple Store	2010-000	32.20
3/21-33	3/11/21	Amazon (charges on account)	2020-000	18.70
3/21-34	3/11/21	Amazon (charges on account)	2020-000	35.90
eft-3/12/21-1	3/12/21	Further - VEBA/HSA	1000-000	1,947.25
eft-3/12/21-2	3/12/21	Further - VEBA/HSA	1000-000	1,752.00
cc-3/12/21-1	3/12/21	Uprinting.com	2010-000	238.54
3/21-43	3/12/21	Amazon (charges on account)	2020-000	136.10
3/21-44	3/12/21	Amazon (charges on account)	2020-000	17.95
3/21-41	3/13/21	Amazon (charges on account)	2020-000	-15.89
cc-3/14/21-1	3/14/21	Carbonite.com	2010-000	1,083.41
3/21-45	3/14/21	Amazon (charges on account)	2020-000	99.08
eft-3/15/21-1	3/15/21	AFLAC	1000-000	267.12
eft-3/15/21-2	3/15/21	Garden Valley Telephone Company	1000-000	41.45
eft-3/15/21-3	3/15/21	Federal Income Tax deposit	1000-000	15,095.78
eft-3/15/21-4	3/15/21	Minnesota State Income Tax	1000-000	1,342.00
eft-3/15/21-5	3/15/21	ING (Deferred Compensation)	1000-000	2,619.16

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2021 to Mar 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
eft-3/15/21-6	3/15/21	Public Employees Retirement Asso	1000-000	9,580.52
eft-3/15/21-7	3/15/21	LARL Payroll	1005-000	49,406.08
3/21-29	3/15/21	Amazon (charges on account)	2020-000	
3/21-42	3/15/21	Amazon (charges on account)	2020-000	129.97
cc-3/15/21-1	3/15/21	Hopin.com	2010-000	55.00
3/21-46	3/15/21	Amazon (charges on account)	2020-000	
3/21-47	3/15/21	Amazon (charges on account)	2020-000	59.88
3/21-48	3/15/21	Amazon (charges on account)	2020-000	12.96
3/21-49	3/15/21	Amazon (charges on account)	2020-000	74.92
3/21-55	3/15/21	Amazon (charges on account)	2020-000	25.98
3/21-66	3/15/21	Amazon (charges on account)	2020-000	89.98
eft-3/16/21-1	3/16/21	Allstream	1000-000	831.32
3/21-51	3/16/21	Amazon (charges on account)	2020-000	66.93
3/21-52	3/16/21	Amazon (charges on account)	2020-000	5.99
3/21-53	3/16/21	Amazon (charges on account)	2020-000	-27.99
3/21-56	3/16/21	Amazon (charges on account)	2020-000	22.87
eft-3/17/21-1	3/17/21	Synchrony Bank/Amazon	1000-000	5,869.24
67661	3/17/21	Baker & Taylor	1000-000	829.36
67662	3/17/21	The Pioneer	1000-000	99.84
67663	3/17/21	Black Stone Publishing	1000-000	259.26
67664	3/17/21	Sheila Capistran	1000-000	19.60
67665	3/17/21	Crookston Daily Times	1000-000	106.16
67666	3/17/21	The Forum	1000-000	1,536.40
67667	3/17/21	Eliza Gores	1000-000	50.68
67668	3/17/21	Greta Guck	1000-000	17.08
67669	3/17/21	Midwest Tape	1000-000	20,000.00
67670	3/17/21	Mahnomen Pioneer	1000-000	67.80
67671	3/17/21	Heidi Moore	1000-000	22.40
67672	3/17/21	Overdrive, Inc.	1000-000	4,732.39
67672a	3/17/21	VOID	1000-000	
67673	3/17/21	Payroll Professionals, Inc.	1000-000	108.50
67674	3/17/21	Philip Spooner	1000-000	58.24
67675	3/17/21	Mahnomen True Value	1000-000	32.70

Lake Agassiz Regional Library

Check Register

For the Period From Mar 1, 2021 to Mar 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
67676	3/17/21	CenturyLink	1000-000	192.00
eft-3/17/21-1	3/17/21	Lake Agassiz Regional Library	1010-000	30,000.00
3/21-54	3/18/21	Amazon (charges on account)	2020-000	90.17
3/21-57	3/20/21	Amazon (charges on account)	2020-000	7.99
3/21-58	3/20/21	Amazon (charges on account)	2020-000	15.98
3/21-59	3/20/21	Amazon (charges on account)	2020-000	39.98
3/21-60	3/21/21	Amazon (charges on account)	2020-000	11.49
3/21-61	3/21/21	Amazon (charges on account)	2020-000	71.84
3/21-62	3/21/21	Amazon (charges on account)	2020-000	19.98
	3/22/21	Tidlo	2010-000	18.36
eft-3/22/21-1	3/22/21	Mutual of Omaha	1000-000	106.40
3/21-63	3/22/21	Amazon (charges on account)	2020-000	29.88
3/21-64	3/22/21	Amazon (charges on account)	2020-000	35.92
3/21-65	3/22/21	Amazon (charges on account)	2020-000	47.60
cc-3/22/21-1	3/22/21	Uprinting.com	2010-000	382.11
eft-3/23/21-1	3/23/21	Pitney Bowes	2010-000	129.00
eft-3/24/21-1	3/24/21	Further - Fees	1000-000	96.25
67677	3/24/21	Ace Hardware	1000-000	22.49
67678	3/24/21	Alliance Courier	1000-000	1,716.65
67679	3/24/21	Baker & Taylor	1000-000	2,014.23
67679a	3/24/21	VOID	1000-000	
67680	3/24/21	Black Stone Publishing	1000-000	258.65
67681	3/24/21	Nicole Boewood	1000-000	30.00
67682	3/24/21	Dakota News, Inc.	1000-000	25.47
67683	3/24/21	EBSCO Information Services	1000-000	10,000.00
67684	3/24/21	The Erskine Echo	1000-000	30.00
67685	3/24/21	The Forum	1000-000	199.00
67686	3/24/21	Jodi Harrington	1000-000	61.04
67687	3/24/21	Janette Hill Art	1000-000	175.00
67688	3/24/21	Melissa Larson	1000-000	14.56
67689	3/24/21	Library Strategies	1000-000	2,625.00
67690	3/24/21	Minnesota Public Radio	1000-000	243.00
67691	3/24/21	MN Association Of Library Friends	1000-000	25.00
67692	3/24/21	NetCenter Technologies	1000-000	170.00

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2021 to Mar 31, 2021

Filter Criteria Includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
67693	3/24/21	Newman Signs, Inc.	1000-000	132.35
67694	3/24/21	Overdrive, Inc.	1000-000	1,152.92
67695	3/24/21	ProQuest LLC	1000-000	4,099.26
67696	3/24/21	The Village Family Service Center	1000-000	1,500.00
eft-3/24/21-2	3/24/21	Lake Agassiz Regional Library	1010-000	80,000.00
eft-3/24/21-3	3/24/21	Lake Agassiz Regional Library	1000-000	48,000.00
3/21-67	3/24/21	Amazon (charges on account)	2020-000	117.83
cc-3/24/21-1	3/24/21	Fathead	2010-000	119.95
eft-3/25/21-1	3/25/21	Arvig	1000-000	174.10
cc-3/25/21-1	3/25/21	Target	2010-000	13.39
4/21-1	3/26/21	Amazon (charges on account)	2020-000	7.49
eft-3/29/21-1	3/29/21	Further - VEBA/HSA	1000-000	192.25
eft-3/29/21-2	3/29/21	Further - VEBA/HSA	1000-000	175.50
eft-3/30/21-1	3/30/21	Lakes Country Service Cooperative	1000-000	25,438.00
eft-3/30/21-2	3/30/21	Garden Valley Telephone Company	1000-000	41.45
eft-3/30/21-3	3/30/21	Garden Valley Telephone Company	1000-000	41.45
eft-3/30/21-4	3/30/21	Garden Valley Telephone Company	1000-000	80.34
eft-3/30/21-5	3/30/21	Garden Valley Telephone Company	1000-000	41.45
4/21-2	3/30/21	Amazon (charges on account)	2020-000	17.73
67697	3/31/21	AFSCME Council 65	1000-000	451.88
67698	3/31/21	AFSCME PEOPLE	1000-000	66.40
67699	3/31/21	Baker & Taylor	1000-000	5,398.61
67699a	3/31/21	VOID	1000-000	
67699b	3/31/21	VOID	1000-000	
67699c	3/31/21	VOID	1000-000	
67700	3/31/21	Black Stone Publishing	1000-000	891.94
67701	3/31/21	Cole Papers Inc.	1000-000	17.06
67702	3/31/21	Dakota News, Inc.	1000-000	33.12
67703	3/31/21	The Forum	1000-000	437.60
67704	3/31/21	Greta Guck	1000-000	12.32
67705	3/31/21	Jodi Harrington	1000-000	26.88
67706	3/31/21	Insight Public Sector, Inc.	1000-000	3,537.48
67707	3/31/21	NCPERS Group Life Ins.	1000-000	128.00

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2021 to Mar 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
67708	3/31/21	NW-Links	1000-000	19,067.96
67709	3/31/21	Overdrive, Inc.	1000-000	5,267.29
67710	3/31/21	Payroll Professionals, Inc.	1000-000	111.80
67711	3/31/21	Post-Traumatic Funk Syndrome	1000-000	350.00
67712	3/31/21	Quill Corporation	1000-000	57.93
67713	3/31/21	Rochester Telecom Systems Inc.	1000-000	107.05
67713a	3/31/21	VOID	1000-000	
67714	3/31/21	Shortprinter	1000-000	93.00
67715	3/31/21	Philip Spooner	1000-000	78.40
67716	3/31/21	T-Mobile	1000-000	1,158.70
eft-3/31/21-1	3/31/21	Lake Agassiz Regional Library	1010-000	65,000.00
eft-3/31/21-2	3/31/21	Federal Income Tax deposit	1000-000	16,523.29
eft-3/31/21-3	3/31/21	Minnesota State Income Tax	1000-000	1,486.00
eft-3/31/21-4	3/31/21	North Dakota SITW	1000-000	1,206.00
eft-3/31/21-5	3/31/21	ING (Deferred Compensation)	1000-000	2,626.24
eft-3/31/21-6	3/31/21	Public Employees Retirement Asso	1000-000	10,412.96
eft-3/31/21-7	3/31/21	LARL Payroll	1005-000	54,410.29
cc-3/31/21-1	3/31/21	Facebook Ad Manager	2010-000	100.00
Total				<u>740,086.4</u>