

**LARL BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING**

Thursday, February 17, 2022

Time: 5:30 p.m.

Location: Lower Level of the Moorhead Public Library

EXECUTIVE COMMITTEE MEMBERS: Briggs, Ebinger, Jacobson, Larson & Willhite (Chair)

Members of the public may join the meeting in person or call 218-233-3757 ext. 127 to receive the online meeting link.

NOTE: If you're unable to attend this meeting, please contact Liz Lynch at lynchl@larl.org or 218-233-3757 ext. 127 by noon on February 17, 2022.

AGENDA

- 5:30 **1. CALL TO ORDER** – President Willhite
 PUBLIC INPUT
 APPROVAL OF AGENDA
- 5:35 **2. MINUTES OF THE OCTOBER 21, 2021 EXECUTIVE COMMITTEE MEETING**
 Enclosed (page 2)
- 5:40 **3. FINANCIAL REPORT** - Sprynczynatyk
 Enclosed (page 4)
- 5:55 **4. DIRECTOR'S REPORT** - Lynch
 a. Legislative Update and Call to Action – Enclosed (page 8)
- 6:10 **5. PRESIDENT'S REPORT** – President Willhite
 a. Union Contract Negotiations
 Proposed pay grid - Enclosed (page 11)
 Proposed Contract will be available at the meeting
 ***Recommended Motion: Move to approve the Agreement between
 Lake Agassiz Regional Library and American Federation of State, County and Municipal
 Employees, AFL-CIO for 2022-2024***
- 6:20 **6. OTHER**
- 6:25 **7. ADJOURNMENT**

MISC. ITEMS ENCLOSED:

- a. Check Register – January 2022 (page 12)

UPCOMING MEETINGS/EVENTS

- Full Board Meeting, Thursday, March 24th at 5:30 p.m. Lower Level of the Moorhead Library
- Executive/Finance, Thursday, April 21 at 5:30 p.m. Lower Level of the Moorhead Library

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

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

A joint meeting of the Lake Agassiz Regional Library Executive Committee was held on Thursday, October 21, 2021 at the Moorhead Public Library. President Kalil called the meeting to order at 5:30pm.

Executive Committee Members Present: Briggs, Grimsley, Kalil (*President*), Larson, Willhite.

Others Present: David Ebinger, Lynch, Sprynczynatyk.

PUBLIC INPUT: None

APPROVAL OF AGENDA

MINUTES OF THE JANUARY 21, 2021 FINANCE COMMITTEE MEETING.

(Willhite/Briggs) Move to approve the April 15, 2021 Executive Committee Meeting Minutes as presented. MCU.

FINANCIAL REPORT

Sprynczynatyk discussed that through September, we are 75% of the way through the year and have spent 73.20% of the budget. The Regional Library Telecom Aid revenue is at 186.98% of budget due to LARL receiving over \$100,000 of additional funding for the year, and there is a corresponding expense item which is also at 186.98% of budget. Miscellaneous Revenue is at 38.83% of budget due mainly to a drop in the market value of LARL's investment in Municipal Bonds.

Sprynczynatyk discussed that LARL received a quote from the Minnesota Counties Insurance Trust (MCIT) for Property, Liability, Workers Compensation and Auto insurance. LARL hasn't received 2022 rates from the current carrier, but MCIT's 2022 quote is approximately \$700 cheaper than LARL's current 2021 coverage. Before LARL could possibly move forward with a change to MCIT they require an addendum to the LARL Joint Powers Agreement, an Indemnification and Hold Harmless section as well as a Records, Accounts and Reports section need to be added.

The committee suggest Sprynczynatyk move forward with working with LARL's attorney regarding an addendum to the LARL agreement in order to move forward with possible MCIT membership/insurance coverage.

(over)

Minutes of the October 21, 2021 Executive Committee Meeting – Page 2

FINANCIAL REPORT - continued

Kalil discussed that the LARL Joint Powers Agreement contradicts the LARL Bylaws in regards to the Board size which has been followed for the past several years. The board also suggested adding the currently followed language regarding board size from the LARL Bylaws to the LARL Joint Powers Agreement.

DIRECTOR'S REPORT

Lynch discussed a correction to her September board report. The report stated that Willhite had served 5 years on the Executive Committee when in fact, 2021 was his 4th year.

Lynch gave an update on the efforts to build a new Moorhead Public Library.

Lynch has been working with LARL's 3 Hub Supervisor's to update Job Descriptions, evaluation forms and supervisory training.

LARL has received a Notice of Desire to Negotiate from the LARL's AFSCME Union. Willhite, Kalil and Ebinger said they would be willing to serve on the LARL Negotiating team.

PRESIDENT'S REPORT

Kalil discussed reviewing/updating the LARL Bylaws that haven't been updated in 6 years. Kalil and Lynch went through the LARL agreement as well as several other Library Systems around Minnesota and presented suggested changes.

Grimsley noted that the LARL agreement states that no member shall be appointed for more than 2 consecutive 3 year terms, but the By-laws state 3 consecutive 3 year terms. The committee requested the change to 3 consecutive 3 year terms be added to the LARL Joint Powers Agreement previously discussed.

(Briggs/Larson) Move to move forward with the discussed changes to the LARL By-laws to be brought to the full board. MCU.

The meeting adjourned at 6:50 p.m.

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the One Month Ending January 31, 2022

8.33%

Page: 1

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	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	\$ 100,688	\$ 100,688	\$ 402,750	302,062	25.00
Detroit Lakes	59,345	59,345	237,380	178,035	25.00
Clay County	77,441	77,441	309,765	232,324	25.00
Moorhead	197,595	197,595	790,380	592,785	25.00
Clearwater County	27,374	27,374	109,495	82,121	25.00
Mahnomen County	11,468	11,468	45,870	34,402	25.00
Mahnomen	5,649	5,649	22,595	16,946	25.00
Norman County	26,279	26,279	105,115	78,836	25.00
Polk County	70,569	70,569	282,275	211,706	25.00
Crookston	57,708	57,708	230,830	173,122	25.00
Wilkin County	14,261	14,261	57,045	42,784	25.00
Breckenridge	23,533	23,533	94,130	70,597	25.00
Total Signatory Funding	671,910	671,910	2,687,630	2,015,720	25.00
<i>Grants</i>					
Basic Support - MN (RLBSS)	54,618	54,618	546,180	491,562	10.00
Reg Library Telecom Aid (RLTA)	10,000	10,000	83,620	73,620	11.96
Total Grants	64,618	64,618	629,800	565,182	10.26
<i>Miscellaneous Revenue</i>					
Service Charge Revenue	212	212	8,000	7,788	2.65
Printing Revenue	897	897	16,000	15,103	5.61
Fax Revenue	376	376	5,500	5,124	6.84
Microfilm Revenue	0	0	250	250	0.00
Photocopy Revenue	354	354	7,000	6,646	5.06
Book/Furniture Sale Revenue	18	18	0	(18)	0.00
Interest/Dividend Income	514	514	60,000	59,486	0.86
Investment Value Change	(44,908)	(44,908)	0	44,908	0.00
Lost/Damaged Property	298	298	6,000	5,702	4.97
Total Miscellaneous Revenue	(42,239)	(42,239)	102,750	144,989	(41.11)
<i>Joint Automation Revenue</i>					
Northwest Reg. Lib. Contrib.	11,800	11,800	47,200	35,400	25.00
MNLink Server Site Payments	264	264	3,150	2,886	8.38
Total Joint Automation Revenue	12,064	12,064	50,350	38,286	23.96
Fund Balance/Shortfall	0	0	86,690	86,690	0.00
Total General Fund Revenue	706,353	706,353	3,557,220	2,850,867	19.86
General Fund Expenditures					
<i>Personnel Expenses</i>					
Salaries	144,503	144,503	1,890,200	1,745,697	7.64
Payroll Taxes	11,032	11,032	146,300	135,268	7.54
Retirement - PERA	10,709	10,709	141,250	130,541	7.58
Health Insurance	30,778	30,778	377,850	347,072	8.15
Life Insurance	220	220	1,350	1,130	16.30
Workers Compensation Insurance	266	266	3,600	3,334	7.39
Other Employee Benefits	121	121	1,650	1,529	7.33
Total Personnel	197,629	197,629	2,562,200	2,364,571	7.71
<i>Automation/Cataloging</i>					
Automation	12,514	12,514	155,050	142,536	8.07
Support - App	0	0	3,900	3,900	0.00
Remote Printing	288	288	3,450	3,162	8.35
Catalog Item Records	1,022	1,022	12,100	11,078	8.45
Supplies - Computer	478	478	5,000	4,522	9.56
Supplies - Technical Services	141	141	6,000	5,859	2.35
Total Automation/Cataloging	14,443	14,443	185,500	171,057	7.79

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the One Month Ending January 31, 2022

	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	0	0	9,000	9,000	0.00
Programming - Adult	0	0	2,500	2,500	0.00
Total Library Programming	0	0	14,900	14,900	0.00
Staff Development					
Staff Training & Development	499	499	10,000	9,501	4.99
Total Staff Development	499	499	10,000	9,501	4.99
Mileage/Board Meeting Expense					
Mileage - Staff	829	829	20,000	19,171	4.15
Regional Board Meetings	726	726	5,900	5,174	12.31
Total Mileage/Board Meeting Expenses	1,555	1,555	25,900	24,345	6.00
Other Expenses					
Accounting/Bank Fees	500	500	16,750	16,250	2.99
Attorney Fees	0	0	1,500	1,500	0.00
Bus. Office Software/Supplies	0	0	2,000	2,000	0.00
Delivery Services	4,589	4,589	60,400	55,811	7.60
Director's Discretionary	0	0	2,500	2,500	0.00
Insurance - General/Property	1,625	1,625	18,900	17,275	8.60
Lease - Regional Office Rent	1,787	1,787	21,450	19,663	8.33
Leases - Equipment	1,370	1,370	6,050	4,680	22.64
Maintenance Contracts	695	695	11,852	11,157	5.86
Memberships	0	0	1,000	1,000	0.00
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	664	664	16,500	15,836	4.02
Postage	140	140	3,700	3,560	3.78
Recruitment	0	0	8,500	8,500	0.00
Repairs - Equipment	0	0	2,500	2,500	0.00
Supplies - Copier/Fax/Microfilm	0	0	750	750	0.00
Supplies - Office	2,227	2,227	7,998	5,771	27.84
Supplies - Public Services	145	145	6,000	5,855	2.42
Telephone/Telecom	660	660	23,500	22,840	2.81
Total Other Operating Expenses	14,402	14,402	216,450	202,048	6.65
Regional Library Telecom Aid (RLTA)	10,000	10,000	83,620	73,620	11.96
Transportation					
Vehicle Expenses	181	181	3,650	3,469	4.96
Total Transportation	181	181	3,650	3,469	4.96
Materials					
Audio Visual	3,518	3,518	67,200	63,682	5.24
Digital	11,754	11,754	112,000	100,246	10.49
Online Resources	630	630	8,000	7,370	7.88
Periodicals	65	65	22,000	21,935	0.30
Print	28,744	28,744	205,800	177,056	13.97
Total Materials	44,711	44,711	415,000	370,289	10.77
Capital Expenditures					
Furniture & Equipment	0	0	10,000	10,000	0.00
Software & Hardware Upgrades	0	0	30,000	30,000	0.00
Total Capital Expenditures	0	0	40,000	40,000	0.00
Total General Fund Expenditures	283,420	283,420	3,557,220	3,273,800	7.97
General Fund Revenue Over Expenditures	\$ 422,933	\$ 422,933	\$ 0	(422,933)	0.00

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the One Month Ending January 31, 2022

	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	\$ 2,254	\$ 2,254	\$ 0	(2,254)	0.00
Endowment Revenue	0	0	0	0	0.00
Telecom/E-rate Funds	2,887	2,887	0	(2,887)	0.00
Legacy Grant Revenue	7,112	7,112	0	(7,112)	0.00
Miscellaneous State Grants	1,246	1,246	0	(1,246)	0.00
Northern Lights LN Funds	766	766	0	(766)	0.00
Total Special Projects Revenue	14,265	14,265	0	(14,265)	0.00
Special Projects Expenditures					
Special Projects Miscellaneous					
Donations - Materials: Print	34	34	0	(34)	0.00
Donations - Materials: A/V	0	0	0	0	0.00
Donations - Materials: Other	0	0	0	0	0.00
Donations - Miscellaneous	1,747	1,747	0	(1,747)	0.00
Donations - Book Truck	65	65	0	(65)	0.00
Legacy Grant Expense	7,112	7,112	0	(7,112)	0.00
Telecom/E-rate Expenses	2,887	2,887	0	(2,887)	0.00
Misc. State Grant Expense	1,246	1,246	0	(1,246)	0.00
Northern Lights LN e-Books	766	766	0	(766)	0.00
Projects from Designated Funds:					
Total Special Projects Miscellaneous	13,857	13,857	0	(13,857)	0.00
Special Projects Capital					
Donations - Furniture & Equip.	0	0	0	0	0.00
Projects from Designated Funds:					
Total Special Projects Capital	0	0	0	0	0.00
Total Special Projects Expenditures	13,857	13,857	0	(13,857)	0.00
Special Proj Rev Over (Under) Expend	\$ 408	\$ 408	\$ 0	(408)	0.00
GRAND TOTAL REVENUE	720,618	720,618	3,557,220	2,836,602	20.26
GRAND TOTAL EXPENDITURES	297,297	297,297	3,557,220	3,259,923	8.36
CHANGE IN FUND BALANCE	\$ 423,321	\$ 423,321	\$ 0	(423,321)	0.00

**Lake Agassiz Regional Library
Statement of Financial Position
January 31, 2022**

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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)	\$ 48,502	55,582	(7,080)	55,582	(7,080)
Cash - Payroll (Bell Bank)	12,274	7,168	5,106	7,168	5,106
Cash - Savings (Bell Bank)	794,487	980,320	(185,833)	980,320	(185,833)
Petty Cash	560	560	0	560	0
Investment Account	1,572,577	1,617,109	(44,532)	1,617,109	(44,532)
Accounts Receivable	554,041	25	554,016	25	554,016
Other Miscellaneous Receivable	1,246	8,487	(7,241)	8,487	(7,241)
Prepaid Expenses	37,880	29,085	8,795	29,085	8,795
Vehicles	13,867	13,867	0	13,867	0
Accum Depr - Vehicles	(2,641)	(2,641)	0	(2,641)	0
Equipment and Fixtures	324,308	324,308	0	324,308	0
Accum Depr - Equip & Fixtures	(232,204)	(232,204)	0	(232,204)	0
Equipment & Fixtures - Donated	177,371	177,371	0	177,371	0
Accum Depr - Donated Equip	(153,117)	(153,117)	0	(153,117)	0
Endowment Funds	89,745	89,745	0	89,745	0
Amount Provided - LTD	62,244	62,244	0	62,244	0
Total Assets	\$ 3,301,140	2,977,909	323,231	2,977,909	323,231
LIABILITIES					
Accounts Payable	\$ 49,627	88,591	(38,964)	88,591	(38,964)
Credit Card Payable	3,274	0	3,274	0	3,274
Amazon Charge Account	681	0	681	0	681
Accrued Salaries Payable	83,925	83,925	0	83,925	0
Accrued Sick Leave Payable	17,219	17,219	0	17,219	0
Accrued Vacation Payable	45,024	45,024	0	45,024	0
PERA (Retirement) Payable	30	0	30	0	30
Payroll Tax Payable - ND	392	0	392	0	392
Dental Insurance Payable	(14)	0	(14)	0	(14)
AFLAC Payable	128	149	(21)	149	(21)
Flexible Spending - Medical	914	954	(40)	954	(40)
Flexible Spending - Dep Care	100	100	0	100	0
Sales Tax Payable	113	520	(407)	520	(407)
Deferred Revenue	518,227	583,248	(65,021)	583,248	(65,021)
Total Liabilities	719,640	819,730	(100,090)	819,730	(100,090)
FUND BALANCES					
Fund Balance - Unreserved	290,847	246,664	44,183	246,664	44,183
Fund Bal - Operating Reserve	1,175,000	1,175,000	0	1,175,000	0
Fund Bal - Employee Severance	21,000	21,000	0	21,000	0
Fund Bal - Unemployment Comp.	48,000	48,000	0	48,000	0
Fund Bal - Vehicle Replacement	30,000	30,000	0	30,000	0
Fund Bal - Technology Upgrade	46,000	46,000	0	46,000	0
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	9,500	9,500	0	9,500	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	21,000	21,000	0	21,000	0
Fund Bal - Joint Automation	107,000	107,000	0	107,000	0
Investment in Gen. Fixed Asset	127,584	127,584	0	127,584	0
Reserve for Donations	57,503	57,503	0	57,503	0
Reserve for Endowments	89,746	89,746	0	89,746	0
Change in Fund Balance	423,320	44,182	379,138	44,182	379,138
Total Fund Balances	2,581,500	2,158,179	423,321	2,158,179	423,321
Total Liabilities & Fund Bal.	\$ 3,301,140	2,977,909	323,231	2,977,909	323,231

2022 Legislative Update and Call to Action!

Meeting Date: February 17, 2022

From: Liz Lynch, Executive Director



The 2022 Legislative Session is here!

During this second year of the biennium, Regional Public Library Systems across the state are fighting for a \$2M increase in funding from the MN Legislature, plus a corresponding formula change. In 2021, the contents of SF 1131/HF 1710 made it to the Education conference committee in both the House and Senate. We came so close!

This year, we are asking our legislators to give one final push to get this legislation across the finish line!!!

Authors:

We are so lucky in Lake Agassiz Regional Library to have such supportive legislators.

Senator Mark Johnson (Polk County) is the Chief Author of SF 1131.

Representatives Jeff Backer (Wilkin County) and **Heather Keeler** (Moorhead) are coauthors of HF 1710.

Representative **Paul Marquart** (Clay and Becker Counties) has also agreed to sign on to HF 1710.

Notes:

- This funding is crucial for the operation of the regional public library systems and the sharing of resources.
- The last RLBSS increase was in 2008.
- This bill will stabilize the volatile formula used for allocating the funds to regional library systems.
- This bill will allow regional public library system governing boards to set operating budgets based on actual funding amounts, rather than on anticipated amounts. While we set our budget in June, we don't know how much we will actually be getting until August.

Call to Action:

- Contact your legislators and ask them to support SF 1131/ HF 1710, investing in public libraries and in their communities.
- Ask your local Representative to sign on to HF 1710 to support regional public library systems (or thank them for signing on).
- Encourage other library advocates, council members, commissioners, etc. to contact their legislator on behalf of the regional public library systems.
- Ask library advocates to write letters to the editor on behalf of the regional public library systems.
- Create a buzz using social media and other methods to keep the momentum going!

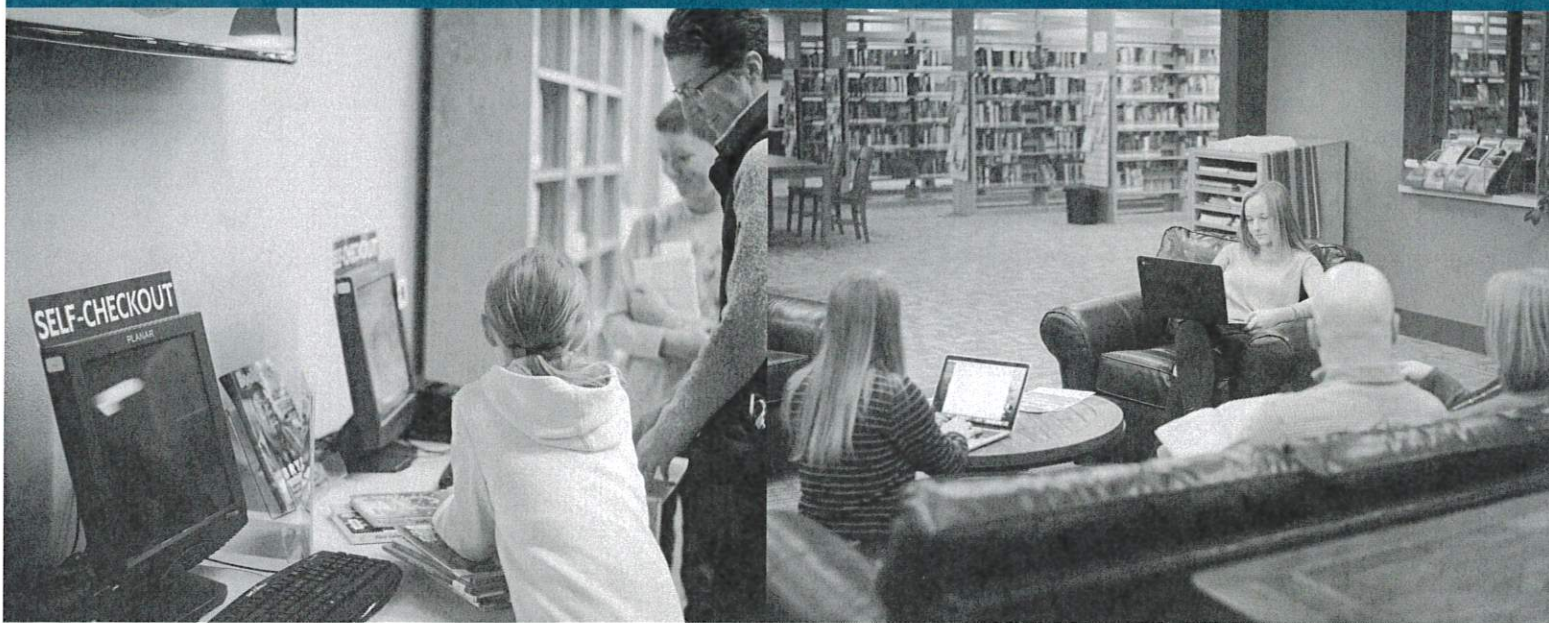
Other:

- Please keep me posted if you make contact with a legislator and if they are willing to support SF 1131/HF 1710. And, please let me know if they express that they are not interested.
- If you live in Johnson, Keeler, Backer or Marquart's districts, please send them an email thanking them for supporting regional public library systems.
- Terry Kalil has agreed to submit a letter to the editor supporting SF 1131/HF 1710. Please let me know if you are interested in writing a letter in your area. I am happy to provide information and assistance if needed!

Invest in Minnesota's Regional Public Libraries

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Support Funding for Minnesota Public Libraries SF 1131/HF 1710



In early 2020, Minnesota libraries sprang into action, reinventing library services, loaning out internet hotspots, providing contactless service and technology support, while maintaining traditional library services. Public Libraries are playing a key role in economic recovery by partnering with state and local organizations to support E-12 education/literacy and resources for Minnesota's students, families and workforce.

A \$2M increase in Basic Library System Support funding and corresponding formula change for Minnesota's Regional Public Library Systems means:

- Expanded service for seniors and lifelong learners
- Increased access to vital technology and broadband
- Sufficient library resources, materials, and hours of operation
- Expanded partnerships with schools, businesses, and government agencies
- Increased services to enhance literacy/reading skills and school success
- Enhances job/career support and workforce development

A proposed increase and formula change is endorsed by the 12 Minnesota Regional Public Library System Governing Boards and the Minnesota Library Association (MLA) in effort to maintain a strong public library network for all Minnesotans.

"The library provides my family with a variety of **options for all of my children's varying reading levels** and it is a **fun and safe place for my kids to explore.**

I am a teacher and I check out books to read before purchasing them for my classroom. **We love our library!**
- MN Library Customer

Chief Authors:
SF 1131 Senator Mark Johnson
HF 1710 Representative Dan Wolgamott

To the Editor,

Do you ever wonder how your local public library is funded or who pays for the books, computers, librarians and internet? As a previous president of the board of Lake Agassiz Regional Library (LARL) for five years, I could tell you all about something called RLBSS — Regional Library Basic System Support — that's the underlying Minnesota legislative mechanism that provides state funding to our libraries large and small.

There's a funding formula issue with this mechanism, one HF1710/SF1131 will resolve. It's a rare piece of legislation that garners bipartisan support, has the full support of all 13 regional library systems in Minnesota, and has the support of The League of Minnesota Cities Fiscal Futures Committee. This legislation can correct an issue that has lingered since 2008 which disproportionately impacts rural Minnesota's public libraries.

Why should taxpayers care about library funding via RLBSS? It's the foundation upon which our library system is built. The role of public libraries continues to evolve to meet the changing environment of technology, pandemics, education and early learning, and local community needs and economics. It is critical that Minnesota's funding of public library systems undergoes much-needed structural repairs via **HF1710/SF1131** because libraries are a vital piece of our infrastructure.

Creating Minnesota's regional library system sixty years ago was visionary. Those of us in rural Becker County, Fosston, Twin Valley and other small towns benefit from the collective strength and resources of systems like LARL. Many of these communities would be without libraries if not for the funding provided by the legislature. Those funds ensure that the elderly, children and families have access to materials and programs that enrich their lives.

Public libraries redefine opportunity. Opportunity for all who desire it. Whether it's to learn, rest and get warm, apply for veteran's benefits or health insurance, look for a job, attend a cultural event, read the New York Times, or simply reflect — there's no other place in town better suited than the local public library.

Why should the legislature support this funding change for public libraries? Countless programs, services and infrastructure needs are all competing for tax dollars. But, none are more worthy than those which seek to raise the bar for all people in rural areas and cities than our public libraries. This is the investment that will best prepare Minnesota for its future and that of all who desire an opportunity.

Please contact your legislators and ask them to support HF1710 and SF1131. Then stop in to experience all that's happening at the Library.

Terry Kalil

Past President

Lake Agassiz Regional Library System

LARL Trustee, Becker County

APPENDIX “B”
LAKE AGASSIZ REGIONAL LIBRARY

UNION GRID 2022

Job Category	Classification	YR 1 A	YR 2 B	YR 3 C	YR 4 D	YR 5 E	YR 6 F
Union Job 1	Library Assistant	12.17	12.47	12.77	13.07	13.37	13.67
Union Job 2	Library Associate I	14.97	15.32	15.67	16.02	16.37	16.72

UNION GRID 2023

Job Category	Classification	YR 1 A	YR 2 B	YR 3 C	YR 4 D	YR 5 E	YR 6 F
Union Job 1	Library Assistant	12.66	12.96	13.26	13.56	13.86	14.16
Union Job 2	Library Associate I	15.57	15.92	16.27	16.62	16.97	17.32

UNION GRID 2024

Job Category	Classification	YR 1 A	YR 2 B	YR 3 C	YR 4 D	YR 5 E	YR 6 F
Union Job 1	Library Assistant	13.17	13.47	13.77	14.07	14.37	14.67
Union Job 2	Library Associate I	16.19	16.54	16.89	17.24	17.59	17.94

Off-grid employees: 2022 – 5.0% increase, 2023 – 4.0% increase, 2024 – 4.0% increase.

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Check Register
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Check #	Date	Payee	Cash Account	Amount
	1/1/22	Apple Store	2010-000	2.99
eft-01/01/22-1	1/1/22	Fidelity Security Life	1000-000	321.48
eft-01/01/2022	1/1/22	Lakes Country Service Cooperative	1000-000	27,507.24
eft-1/2/22-1	1/2/22	Delta Dental of Minnesota	1000-000	1,080.07
1/22-9	1/2/22	Amazon (charges on account)	2020-000	19.92
eft-1/3/22-1	1/3/22	Arvig	1000-000	96.67
eft-1/3/22-2	1/3/22	Arvig	1000-000	97.47
eft-1/3/22-3	1/3/22	Arvig	1000-000	89.09
eft-1/3/22-4	1/3/22	Arvig	1000-000	89.09
eft-1/3/22-5	1/3/22	Arvig	1000-000	42.05
eft-1/3/22-6	1/3/22	Acuity, A Mutual Insurance Company	1000-000	3,741.20
CC-1/3/22-1	1/3/22	US Postal Service	2010-000	130.00
eft-1/3/22-7	1/3/22	Attendance On Demand	1000-000	243.00
1/22-4	1/3/22	Amazon (charges on account)	2020-000	14.69
1/22-5	1/3/22	Amazon (charges on account)	2020-000	161.56
1/22-6	1/3/22	Amazon (charges on account)	2020-000	7.96
1/22-7	1/3/22	Amazon (charges on account)	2020-000	49.96
1/22-10	1/3/22	Amazon (charges on account)	2020-000	17.99
cc-1/4/22	1/4/22	AppSatori	2010-000	16.67
1/22-8	1/4/22	Amazon (charges on account)	2020-000	28.12
cc-1/5/22-1	1/5/22	AppSatori	2010-000	27.28
eft-1/6/22-1	1/6/22	Cardmember Service	1000-000	4,928.61
68478	1/6/22	Burggraf's Ace Hardware Moorhead	1000-000	24.99
68479	1/6/22	Alliance Courier	1000-000	2,115.30
68480	1/6/22	Aurora Public Library	1000-000	17.00
68481	1/6/22	Baker & Taylor	1000-000	2,732.45
68482	1/6/22	Black Stone Publishing	1000-000	59.45
68483	1/6/22	Nicole Boewood	1000-000	29.12
68484	1/6/22	Gale/CENGAGE Learning	1000-000	22,445.00
68485	1/6/22	Dakota Mailing & Shipping Equip., Inc.	1000-000	222.14
68486	1/6/22	Halstad Telephone Company	1000-000	106.64
68487	1/6/22	Haney's Photography	1000-000	360.00
68488	1/6/22	Jodi Harrington	1000-000	53.76
68489	1/6/22	Janette Hill Art LLC	1000-000	500.00

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68490	1/6/22	Jenna Kahly	1000-000	44.11
68491	1/6/22	Kitchigami Regional Library	1000-000	30.00
68492	1/6/22	Megan Krueger	1000-000	25.74
68493	1/6/22	Marco Technologies LLC	1000-000	2,164.50
68494	1/6/22	McIntosh Times	1000-000	30.00
68495	1/6/22	Minitex	1000-000	1,685.00
68496	1/6/22	Heidi Moore	1000-000	11.20
68497	1/6/22	NCPERS Group Life Ins.	1000-000	160.00
68498	1/6/22	NW-Links	1000-000	19,067.96
68499	1/6/22	Overdrive, Inc.	1000-000	5,335.58
68499a	1/6/22	VOID	1000-000	
68500	1/6/22	Natalie Perala	1000-000	50.00
68501	1/6/22	Rochester Telecom Systems Inc.	1000-000	111.12
68501a	1/6/22	VOID	1000-000	
68502	1/6/22	Christy Underlee	1000-000	76.44
eft-1/6/22-1	1/6/22	Lake Agassiz Regional Library	1010-000	65,000.00
1/22-11	1/6/22	Amazon (charges on account)	2020-000	175.63
	1/7/22	Verizon	2010-000	65.00
cc-1/7/22-1	1/7/22	Crestline Specialties, Inc.	2010-000	880.80
1/22-12	1/7/22	Amazon (charges on account)	2020-000	10.99
1/22-39	1/7/22	Amazon (charges on account)	2020-000	33.98
cc-1/8/22	1/8/22	Freepik & Flaticon	2010-000	91.78
1/22-13	1/8/22	Amazon (charges on account)	2020-000	38.88
1/22-34	1/8/22	Amazon (charges on account)	2020-000	55.90
cc-1/9/22	1/9/22	Ting	2010-000	23.97
1/22-14	1/9/22	Amazon (charges on account)	2020-000	35.92
1/22-15	1/9/22	Amazon (charges on account)	2020-000	37.92
1/22-16	1/9/22	Amazon (charges on account)	2020-000	39.92
1/22-17	1/10/22	Amazon (charges on account)	2020-000	39.92
1/22-18	1/10/22	Amazon (charges on account)	2020-000	29.98
1/22-19	1/10/22	Amazon (charges on account)	2020-000	33.01
1/22-20	1/10/22	Amazon (charges on account)	2020-000	36.00
1/22-21	1/11/22	Amazon (charges on account)	2020-000	12.79

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Check #	Date	Payee	Cash Account	Amount
1/22-22	1/11/22	Amazon (charges on account)	2020-000	-12.79
CC-1/11/22-1	1/11/22	LibraryWorks, Inc.	2010-000	49.00
1/22-26	1/11/22	Amazon (charges on account)	2020-000	55.64
1/22-27	1/11/22	Amazon (charges on account)	2020-000	10.79
1/22-28	1/11/22	Amazon (charges on account)	2020-000	15.99
68503	1/12/22	Alliance Courier	1000-000	2,115.30
68504	1/12/22	Baker & Taylor	1000-000	4,047.45
68504a	1/12/22	VOID	1000-000	
68504b	1/12/22	VOID	1000-000	
68505	1/12/22	Black Stone Publishing	1000-000	82.08
68506	1/12/22	Christianson's Business Furniture	1000-000	6,000.00
68507	1/12/22	Dakota News, Inc.	1000-000	25.47
68508	1/12/22	Jodi Harrington	1000-000	224.64
68509	1/12/22	Megan Krueger	1000-000	52.65
68510	1/12/22	Metro Sales, Inc	1000-000	1,362.60
68511	1/12/22	Judy Moen	1000-000	26.88
68512	1/12/22	Heidi Moore	1000-000	17.55
68513	1/12/22	City of Moorhead	1000-000	5,360.75
68514	1/12/22	Office Depot	1000-000	119.99
68515	1/12/22	Asha Osborn	1000-000	847.06
68516	1/12/22	Overdrive, Inc.	1000-000	11,528.14
68517	1/12/22	Natalie Perala	1000-000	95.00
68518	1/12/22	Payroll Professionals, Inc.	1000-000	133.65
68519	1/12/22	Stargirl Art, LLC	1000-000	1,060.00
68520	1/12/22	Christy Underlee	1000-000	19.31
eft-1/12/22-1	1/12/22	Lake Agassiz Regional Library	1010-000	130,000.00
eft-1/12/22-2	1/12/22	Lake Agassiz Regional Library	1000-000	56,000.00
eft-1/13/22-1	1/13/22	Allstream	1000-000	841.42
cc-1/13/22-1	1/13/22	Rothsay Telephone	2010-000	70.73
eft-1/13/22-2	1/13/22	Further - VEBA/HSA	1000-000	3,024.96
eft-1/13/22-3	1/13/22	Further - VEBA/HSA	1000-000	2,441.92
1/22-23	1/13/22	Amazon (charges on account)	2020-000	21.96
1/22-24	1/13/22	Amazon (charges on account)	2020-000	252.93
1/22-25	1/13/22	Amazon (charges on account)	2020-000	851.94

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Check #	Date	Payee	Cash Account	Amount
CC-1/13/22-1	1/13/22	Zoom Video Communications, Inc	2010-000	678.60
eft-1/14/22-1	1/14/22	AFLAC	1000-000	297.28
eft-1/14/22-3	1/14/22	Federal Income Tax deposit	1000-000	18,047.70
eft-1/14/22-4	1/14/22	Minnesota State Income Tax	1000-000	1,796.00
eft-1/14/22-5	1/14/22	ING (Deferred Compensation)	1000-000	2,493.68
eft-1/14/22-6	1/14/22	Public Employees Retirement Association	1000-000	11,083.55
eft-1/14/22-7	1/14/22	LARL Payroll	1005-000	59,718.65
eft-1/14/22-7	1/14/22	Further - FSA	1000-000	245.38
cc-1/14/22-1	1/14/22	Maurer IT Systemloesungen	2010-000	532.28
eft-1/14/22-2	1/14/22	Synchrony Bank/Amazon	1000-000	4,497.57
eft-1/15/22-1	1/15/22	Garden Valley Telephone Company	1000-000	40.93
1/22-29	1/16/22	Amazon (charges on account)	2020-000	19.92
cc-1/17/22-1	1/17/22	SR Fax	2010-000	10.14
1/22-30	1/17/22	Amazon (charges on account)	2020-000	35.92
1/22-31	1/17/22	Amazon (charges on account)	2020-000	17.96
1/22-32	1/17/22	Amazon (charges on account)	2020-000	35.92
1/22-33	1/17/22	Amazon (charges on account)	2020-000	33.98
1/22-35	1/18/22	Amazon (charges on account)	2020-000	161.38
1/22-40	1/18/22	Amazon (charges on account)	2020-000	33.98
eft-1/19/22-1	1/19/22	Minnesota Revenue	1000-000	520.00
68521	1/19/22	Authors Unbound Agency	1000-000	2,000.00
68522	1/19/22	Baker & Taylor	1000-000	1,836.00
68523	1/19/22	Black Stone Publishing	1000-000	739.28
68524	1/19/22	Dakota News, Inc.	1000-000	33.12
68525	1/19/22	Paul Kevorkian	1000-000	14.63
68526	1/19/22	Minnesota Public Radio	1000-000	56.00
68527	1/19/22	Amy Nelson	1000-000	45.63
68528	1/19/22	Overdrive, Inc.	1000-000	1,052.44
68529	1/19/22	Marlys Winkels	1000-000	47.39
1/22-36	1/19/22	Amazon (charges on account)	2020-000	117.77
eft-1/20/22-1	1/20/22	Mutual of Omaha	1000-000	109.20
cc-1/20/22-1	1/20/22	Constant Contact	2010-000	1,890.00
eft-01/21/22	1/21/22	Further - FSA	1000-000	65.37

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Check #	Date	Payee	Cash Account	Amount
1/22-37	1/21/22	Amazon (charges on account)	2020-000	14.24
	1/22/22	Tidio	2010-000	18.00
eft-1/22/22-1	1/22/22	Further - Fees	1000-000	101.75
1/22-38	1/22/22	Amazon (charges on account)	2020-000	54.97
1/22-41	1/22/22	Amazon (charges on account)	2020-000	159.96
1/22-42	1/22/22	Amazon (charges on account)	2020-000	42.97
1/22-43	1/23/22	Amazon (charges on account)	2020-000	19.98
1/22-44	1/24/22	Amazon (charges on account)	2020-000	18.04
2/22-6	1/24/22	Amazon (charges on account)	2020-000	66.05
2/22-7	1/24/22	Amazon (charges on account)	2020-000	15.98
eft-1/25/22-1	1/25/22	Arvig	1000-000	181.48
68530	1/26/22	Alliance Courier	1000-000	2,115.30
68531	1/26/22	Baker & Taylor	1000-000	2,807.92
68531a	1/26/22	VOID	1000-000	
68532	1/26/22	Black Stone Publishing	1000-000	48.48
68533	1/26/22	Communico	1000-000	10,062.50
68535	1/26/22	DEMCO	1000-000	374.65
68537	1/26/22	DVS Renewal	1000-000	19.25
68538	1/26/22	Anders Valley Publishing, LLC	1000-000	150.00
68539	1/26/22	FM Coalition for Homeless Persons	1000-000	100.00
68540	1/26/22	Ben Grimsley	1000-000	52.65
68541	1/26/22	Jodi Harrington	1000-000	131.63
68542	1/26/22	Paula Jones	1000-000	15.80
68543	1/26/22	Paul Kevorkian	1000-000	16.39
68544	1/26/22	Dennis Larson	1000-000	52.65
68547	1/26/22	Rieger, Borgen, Benson Electric	1000-000	487.50
68548	1/26/22	Chizuko Shastri	1000-000	60.00
68549	1/26/22	Mark Titera	1000-000	105.30
68550	1/26/22	Gary Willhite	1000-000	81.90
68551	1/26/22	Crestline Specialties, Inc.	1000-000	1,732.76
68552	1/26/22	Amy Miranowski	1000-000	73.72
68553	1/26/22	Heidi Moore	1000-000	21.70
68554	1/26/22	LuAnn Durant	1000-000	141.61
eft-1/26/22-1	1/26/22	Lake Agassiz Regional Library	1010-000	115,000.00

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Check #	Date	Payee	Cash Account	Amount
eft-1/26/22-2	1/26/22	Lake Agassiz Regional Library	1000-000	60,000.00
cc-1/26/22	1/26/22	Best Name Badges	2010-000	8.35
2/22-1	1/26/22	Amazon (charges on account)	2020-000	119.96
2/22-8	1/26/22	Amazon (charges on account)	2020-000	14.99
2/22-9	1/26/22	Amazon (charges on account)	2020-000	14.99
cc-1/27/22	1/27/22	Best Name Badges	2010-000	16.70
eft-1/28/22-1	1/28/22	Further - FSA	1000-000	75.00
EFT-1/28/22-1	1/28/22	Lake Agassiz Regional Library	1010-000	25,000.00
2/22-2	1/28/22	Amazon (charges on account)	2020-000	99.99
2/22-10	1/28/22	Amazon (charges on account)	2020-000	38.85
eft-1/30/22-1	1/30/22	Garden Valley Telephone Company	1000-000	40.45
eft-1/30/22-2	1/30/22	Garden Valley Telephone Company	1000-000	40.45
eft-1/30/22-3	1/30/22	Garden Valley Telephone Company	1000-000	76.02
eft-1/30/22-4	1/30/22	Garden Valley Telephone Company	1000-000	40.45
2/22-11	1/30/22	Amazon (charges on account)	2020-000	39.98
2/22-12	1/30/22	Amazon (charges on account)	2020-000	71.84
2/22-13	1/30/22	Amazon (charges on account)	2020-000	62.97
eft-1/31/22-1	1/31/22	Further - VEBA/HSA	1000-000	1,583.04
eft-1/31/22-2	1/31/22	Federal Income Tax deposit	1000-000	15,860.55
eft-1/31/22-3	1/31/22	Minnesota State Income Tax	1000-000	1,547.00
eft-1/31/22-4	1/31/22	ING (Deferred Compensation)	1000-000	2,211.52
eft-1/31/22-5	1/31/22	Public Employees Retirement Association	1000-000	10,134.70
2/22-3	1/31/22	Amazon (charges on account)	2020-000	-99.00
eft-1/31/22-1	1/31/22	LARL Payroll	1005-000	51,132.73
2/22-14	1/31/22	Amazon (charges on account)	2020-000	21.98
2/22-15	1/31/22	Amazon (charges on account)	2020-000	19.92
2/22-16	1/31/22	Amazon (charges on account)	2020-000	118.58
2/22-22	1/31/22	Amazon (charges on account)	2020-000	74.04
Total				<u>800,574.84</u>