

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

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

**Thursday, April 20, 2023
5:30 p.m.**

Public Open Forum – Total time: 10 minutes, each person limited to three minutes, speakers must address library related topics not already on the agenda, board members will not interact with public speaker (concerns are referred to management for follow-up). The Open Forum Policy and Registration Form can be found <https://larl.org/policies/>

EXECUTIVE COMMITTEE MEMBERS: Briggs, Caroon, Ebinger, Jacobson, Kalil (*Chair*)

FINANCE COMMITTEE MEMBERS: Briggs, Ebinger, Jacobson (*Chair*), Titera, Willhite, Kalil (*ex officio*)

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

AGENDA

5:30 1. CALL TO ORDER – Kalil

5:31 2. APPROVAL OF AGENDA

5:35 3. PUBLIC INPUT

**5:40 4. APPROVAL OF THE APRIL 21, 2022 EXECUTIVE FINANCE COMMITTEE MINUTES AND THE
JANUARY 19, 2023 FINANCE COMMITTEE MEETING MINUTES**
Enclosed (page 3)

Recommended Motion: Move to approve the April 21, 2022 Executive Finance Committee Meeting Minutes as presented.

Recommended Motion: Move to approve the January 19, 2023 Finance Committee Meeting Minutes as presented.

5:45 5. FINANCIAL REPORT – Sprynczynatyk
Enclosed (page 7)

a. 2024 Preliminary Budget - Draft 1
Enclosed (page 11)

b. 2024 Preliminary Budget - Line Item Breakdown
Enclosed (page 13)

6:00 6. DIRECTOR'S REPORT – Lynch
Enclosed (page 18)

Retract LARL Fax Policy (Page 19)

Recommended Motion: Move to retract the LARL Fax Policy.

6:05 7. PRESIDENT'S REPORT – Kalil

6:10 8. OTHER

6:20 9. ADJOURNMENT

MISC ITEMS ENCLOSED:

- a. Check Register – March 2023
Enclosed (page 20)

UPCOMING MEETINGS/EVENTS

Full Board Meeting, May 18, 2023 at 5:30

2024 Preliminary Budget Review-Draft 2

Memorial Day, May 29, 2023

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

Finance Committee Meeting, June 15, 2023 at 5:00

Full Board Meeting at 5:30, following the Finance Meeting to Adopt 2024 Preliminary Budget

* * *

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

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

A joint meeting of the Lake Agassiz Regional Library Executive Board and Finance Committee was held on Thursday, April 21, 2022 at the Moorhead Public Library. President Willhite called the meeting to order at 5:33pm.

Executive Committee Members Present: Briggs, Ebinger, Jacobson, Larson, Willhite (*Chair*).

Executive Committee Members Absent: none

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

Finance Committee Members Absent: none.

Others Present: Lynch, Sprynczynatyk.

PUBLIC INPUT: None

APPROVAL OF AGENDA

(Titera/Ebinger) Move to approve the Agenda of the April 21, 2022 Executive/Finance Committee as presented. MCU.

MINUTES OF THE JANUARY 20, 2022 FINANCE COMMITTEE MEETING.

(Ebinger/Briggs) Move to approve the January 20, 2022 Finance Committee Meeting Minutes as presented. MCU.

FINANCIAL REPORT

Sprynczynatyk discussed that through March, we are 25% of the way through the year and have spent 24.54% of the budget. The Regional Library Telecom Aid revenue is at 91.26% of budget due to LARL receiving additional funding for the year, and there is a corresponding expense item which is also at 91.26% of budget. The Accounting/Bank Fees line item is at 61.51% of budget due to the payment for the 2021 audit. Attorney Fees are at 56.67% of budget due to union negotiations.

(over)

Minutes of the April 21, 2022 Executive/Finance Committee Meeting – Page 2**LARL 2023 PRELIMINARY BUDGET**

Sprynczynatyk discussed Preliminary Draft #1 of the 2023 LARL budget. The draft contains a 2.5% increase to signatories, resulting in \$57,500 of additional funding. Salaries are budgeted at the 4% union agreement amount and 3% for non-union positions. Health Insurance has been estimated to have an 8% increase, the actual increase will not be known until August. There was 2.5% or \$10,400 added to the materials budget. Other Operating Expenses dropped due to LARL changing Liability, Auto and Workers Comp insurances to MCIT. This budget results in a deficit of \$130,320. With LARL spending under budget the past few years, if the budgeted deficit for 2022 and the preliminary 2023 budget were met LARL's fund balance would be at approximately 50% of expenses at the end of 2023.

The Committee discussed the proposed increase to the materials budget. Due to the higher salaries budget after union negotiations the Committed asked Sprynczynatyk to remove the \$10,400 increase to the materials budget for Preliminary Draft #2

DIRECTOR'S REPORT

The Union Agreement has been signed and implemented.

Lynch discussed her written report.

The meeting adjourned at 6:10 p.m.

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 19, 2023 at the Moorhead Public Library. Jacobson (Chair) called the meeting to order at 5:00 p.m.

Finance Committee Members Present: Briggs (*ex officio*), Ebinger, Jacobson (*Chair*), Titera, Willhite.

Finance Committee Members Absent: none

Others Present: Lynch, Sprynczynatyk.

PUBLIC INPUT: None.

APPROVAL OF AGENDA

(Ebinger/Briggs) Move to approve the agenda of the January 19, 2022 Finance Committee meeting as presented. MCU.

MINUTES OF THE JUNE 16, 2022 FINANCE COMMITTEE MEETING

(Willhite/Ebinger) Move to approve the June 16, 2022 Finance Committee Meeting Minutes as presented. MCU.

LIST OF AUTHORIZED INSTITUTIONS

(Titera/Ebinger) Move to recommend to the Full Board, approval of the list of authorized institutions for 2023: Bell Bank and Edward Jones. MCU.

REVIEW DRAFT 2023 FINAL BUDGET

Sprynczynatyk noted that all LARL Signatories have agreed to meet the 2023 budget requests. Personnel decreased by \$47,350 due to health insurance increases coming in at a 1.5% increase rather than the budgeted 8% and due to some employee turnover. Regional Library Telecom Aid revenue and expense increased by \$78,560, the past few years library systems have received extra funding and this year we were informed of the amount in December so were able to include the extra funds in the budget. State basic support increased by \$37,105.

(over)

Minutes of January 19, 2023 Finance Committee Meeting – Page 2.

REVIEW DRAFT 2023 FINAL BUDGET – continued

(Titera/Willhite) Move to recommend the 2023 Final Budget as presented to the Full Board for approval. MCU.

DESIGNATED FUNDS

Sprynczynatyk presented management recommendations for the 2023 Designated Fund Balances.

Willhite suggested adjusting the Consultant Study line to \$10,000 and the RO Furniture, Paint & Equipment line to \$15,000 and moving the additional \$45,000 to undesignated.

(Titera/Willhite) Move to recommend the 2023 Designated Funds, adjusting the Consultant Study line to \$10,000 and the RO Furniture, Paint & Equipment line to \$15,000 and moving the \$45,000 removed to undesignated, to the Full Board for approval. MCU.

ADJOURNMENT

The meeting adjourned at 5:25pm.

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the Three Months Ending March 31, 2023

25%

	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	\$ 103,824	\$ 415,295	311,471	25.00
Detroit Lakes	0	60,696	242,785	182,089	25.00
Clay County	0	79,566	318,265	238,699	25.00
Moorhead	0	201,888	807,550	605,662	25.00
Clearwater County	0	28,194	112,775	84,581	25.00
Mahnomen County	0	11,749	46,995	35,246	25.00
Mahnomen	0	5,821	23,285	17,464	25.00
Norman County	0	27,075	108,300	81,225	25.00
Polk County	0	72,718	290,870	218,152	25.00
Crookston	0	58,686	234,745	176,059	25.00
Wilkin County	0	14,598	58,390	43,792	25.00
Breckenridge	0	23,969	95,875	71,906	25.00
Total Signatory Funding	0	688,784	2,755,130	2,066,346	25.00
<i>Grants</i>					
Basic Support - MN (RLBSS)	0	239,643	599,105	359,462	40.00
Reg Library Telecom Aid (RLTA)	34,162	80,003	162,180	82,177	49.33
Total Grants	34,162	319,646	761,285	441,639	41.99
<i>Miscellaneous Revenue</i>					
Service Charge Revenue	623	1,434	8,000	6,566	17.93
Printing Revenue	1,194	3,806	16,100	12,294	23.64
Fax Revenue	272	837	5,000	4,163	16.74
Microfilm Revenue	1	16	200	184	8.00
Photocopy Revenue	379	1,394	7,500	6,106	18.59
Book/Furniture Sale Revenue	610	2,872	0	(2,872)	0.00
Interest/Dividend Income	2,297	24,417	50,000	25,583	48.83
Investment Value Change	25,383	15,839	0	(15,839)	0.00
Lost/Damaged Property	345	1,212	5,500	4,288	22.04
Total Miscellaneous Revenue	31,104	51,827	92,300	40,473	56.15
<i>Joint Automation Revenue</i>					
Northwest Reg. Lib. Contrib.	0	12,175	48,700	36,525	25.00
MNLink Server Site Payments	251	754	3,000	2,246	25.13
Total Joint Automation Revenue	251	12,929	51,700	38,771	25.01
Fund Balance/Shortfall	0	0	38,165	38,165	0.00
Total General Fund Revenue	65,517	1,073,186	3,698,580	2,625,394	29.02
General Fund Expenditures					
<i>Personnel Expenses</i>					
Salaries	146,911	452,921	1,956,250	1,503,329	23.15
Payroll Taxes	11,205	34,168	151,350	117,182	22.58
Retirement - PERA	11,090	33,927	146,050	112,123	23.23
Health Insurance	30,198	90,755	362,550	271,795	25.03
Life Insurance	105	316	1,300	984	24.31
Workers Compensation Insurance	249	748	3,200	2,452	23.38
Other Employee Benefits	121	363	1,650	1,287	22.00
Total Personnel	199,879	613,198	2,622,350	2,009,152	23.38
<i>Automation/Cataloging</i>					
Automation	16,697	48,178	159,650	111,472	30.18
Support - App	321	963	3,900	2,937	24.69
Remote Printing	282	847	3,450	2,603	24.55
Catalog Item Records	1,071	3,212	12,600	9,388	25.49
Supplies - Computer	269	1,485	5,000	3,515	29.70
Supplies - Technical Services	151	622	6,000	5,378	10.37
Total Automation/Cataloging	18,791	55,307	190,600	135,293	29.02

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the Three Months Ending March 31, 2023

	Current Month Actual	Year To Date Actual	Annual Budget	YTD Actual To Annual \$ Variance	YTD Actual To Annual Budget %
Library Programming					
Programming - Youth/SLE	0	225	12,400	12,175	1.81
Programming - Adult	79	237	2,500	2,263	9.48
Total Library Programming	79	462	14,900	14,438	3.10
Staff Development					
Staff Training & Development	758	3,109	10,000	6,891	31.09
Total Staff Development	758	3,109	10,000	6,891	31.09
Mileage/Board Meeting Expense					
Mileage - Staff	2,568	5,405	20,500	15,095	26.37
Regional Board Meetings	701	1,820	5,400	3,580	33.70
Total Mileage/Board Meeting Expenses	3,269	7,225	25,900	18,675	27.90
Other Expenses					
Accounting/Bank Fees	10,301	11,561	17,400	5,839	66.44
Attorney Fees	0	0	1,000	1,000	0.00
Bus. Office Software/Supplies	299	299	2,000	1,701	14.95
Delivery Services	4,599	13,160	59,500	46,340	22.12
Director's Discretionary	0	0	2,500	2,500	0.00
Insurance - General/Property	1,846	5,539	22,200	16,661	24.95
Leases	1,499	8,283	27,700	19,417	29.90
Maintenance Contracts	2,418	3,338	11,402	8,064	29.28
Memberships	0	406	1,050	644	38.67
Minnesota Director's Fund	0	0	2,250	2,250	0.00
Miscellaneous Expense	0	0	2,500	2,500	0.00
PIO: Printing/Advertising	1,686	3,711	16,500	12,789	22.49
Postage	524	664	3,800	3,136	17.47
Recruitment	584	718	7,000	6,282	10.26
Repairs - Equipment	0	0	2,500	2,500	0.00
Supplies - Copier/Fax/Microfilm	0	216	750	534	28.80
Supplies - Office	709	903	7,998	7,095	11.29
Supplies - Public Services	1,037	1,077	6,000	4,923	17.95
Telephone/Telecom	1,502	3,861	22,000	18,139	17.55
Total Other Operating Expenses	27,004	53,736	216,050	162,314	24.87
Regional Library Telecom Aid (RLTA)	34,163	80,004	162,180	82,176	49.33
Transportation					
Vehicle Expenses	0	0	1,600	1,600	0.00
Total Transportation	0	0	1,600	1,600	0.00
Materials					
Audio Visual	2,128	8,625	50,000	41,375	17.25
Digital	8,308	31,974	120,000	88,026	26.65
Online Resources	644	1,917	8,000	6,083	23.96
Periodicals	1,602	2,450	21,000	18,550	11.67
Print	12,970	76,386	216,000	139,614	35.36
Total Materials	25,652	121,352	415,000	293,648	29.24
Capital Expenditures					
Furniture & Equipment	0	449	10,000	9,551	4.49
Software & Hardware Upgrades	131	1,951	30,000	28,049	6.50
Total Capital Expenditures	131	2,400	40,000	37,600	6.00
Total General Fund Expenditures	309,726	936,793	3,698,580	2,761,787	25.33
General Fund Revenue Over Expenditures	\$ (244,209)	\$ 136,393	\$ 0	(136,393)	0.00

Lake Agassiz Regional Library
Statement of Revenues & Expenditures
Actual and Budget
For the Three Months Ending March 31, 2023

	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	\$ 2,451	\$ 18,488	\$ 0	(18,488)	0.00
Endowment Revenue	0	0	0	0	0.00
Telecom/E-rate Funds	5,702	5,702	0	(5,702)	0.00
Legacy Grant Revenue	7,588	14,586	0	(14,586)	0.00
Northern Lights LN Funds	180	2,679	0	(2,679)	0.00
Total Special Projects Revenue	15,921	41,455	0	(41,455)	0.00
Special Projects Expenditures					
Special Projects Miscellaneous					
Donations - Materials: Print	0	814	0	(814)	0.00
Donations - Materials: A/V	0	0	0	0	0.00
Donations - Materials: Other	0	383	0	(383)	0.00
Donations - Miscellaneous	674	4,610	0	(4,610)	0.00
Donations - Book Truck	0	0	0	0	0.00
Legacy Grant Expense	7,588	14,586	0	(14,586)	0.00
Telecom/E-rate Expenses	5,702	5,702	0	(5,702)	0.00
Northern Lights LN e-Books	180	2,679	0	(2,679)	0.00
Projects from Designated Funds:					
Total Special Projects Miscellaneous	14,144	28,774	0	(28,774)	0.00
Special Projects Capital					
Donations - Furniture & Equip.	0	11,345	0	(11,345)	0.00
Projects from Designated Funds:					
Total Special Projects Capital	0	11,345	0	(11,345)	0.00
Total Special Projects Expenditures	14,144	40,119	0	(40,119)	0.00
Special Proj Rev Over (Under) Expend	\$ 1,777	\$ 1,336	\$ 0	(1,336)	0.00
GRAND TOTAL REVENUE	81,438	1,114,641	3,698,580	2,583,939	30.14
GRAND TOTAL EXPENDITURES	323,897	976,977	3,698,580	2,721,603	26.41
CHANGE IN FUND BALANCE	\$ (242,459)	\$ 137,664	\$ 0	(137,664)	0.00

**Lake Agassiz Regional Library
Statement of Financial Position
March 31, 2023**

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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)	\$ 49,277	35,483	13,794	59,053	(9,776)
Cash - Payroll (Bell Bank)	4,029	6,342	(2,313)	4,858	(829)
Cash - Savings (Bell Bank)	933,478	1,079,567	(146,089)	877,039	56,439
Petty Cash	560	560	0	560	0
Investment Account	1,496,716	1,471,205	25,511	1,461,501	35,215
Accounts Receivable	0	70,507	(70,507)	1,309	(1,309)
Prepaid Expenses	62,072	60,541	1,531	38,666	23,406
Leased Assets	77,387	77,387	0	77,387	0
Accum Amort - Leased Assets	(34,494)	(33,039)	(1,455)	(26,532)	(7,962)
Vehicles	13,867	13,867	0	13,867	0
Accum Depr - Vehicles	(4,622)	(4,622)	0	(4,622)	0
Equipment and Fixtures	365,500	365,500	0	365,500	0
Accum Depr - Equip & Fixtures	(228,633)	(228,633)	0	(228,633)	0
Equipment & Fixtures - Donated	177,371	177,371	0	177,371	0
Accum Depr - Donated Equip	(156,338)	(156,338)	0	(156,338)	0
Endowment Funds	79,658	79,658	0	79,658	0
Amount Provided - LTD	100,904	102,352	(1,448)	108,737	(7,833)
Total Assets	\$ 2,936,732	3,117,708	(180,976)	2,849,381	87,351
LIABILITIES					
Accounts Payable	\$ 44,288	27,050	17,238	64,891	(20,603)
Credit Card Payable	20,159	8,447	11,712	0	20,159
Amazon Charge Account	0	0	0	0	0
Accrued Salaries Payable	80,031	80,031	0	80,031	0
Accrued Sick Leave Payable	18,412	18,412	0	18,412	0
Accrued Vacation Payable	45,253	45,253	0	45,253	0
Payroll Tax Payable - ND	0	939	(939)	0	0
Life Insurance Payable	0	(16)	16	0	0
Dental Insurance Payable	(1,255)	(1,255)	0	0	(1,255)
Vision Insurance Payable	(6)	6	(12)	0	(6)
AFLAC Payable	112	112	0	112	0
Flexible Spending - Medical	574	1,595	(1,021)	1,174	(600)
Sales Tax Payable	614	445	169	586	28
Deferred Revenue	430,811	393,588	37,223	463,053	(32,242)
Lease Liability	43,623	45,071	(1,448)	51,455	(7,832)
Total Liabilities	682,616	619,678	62,938	724,967	(42,351)
FUND BALANCES					
Fund Balance - Unreserved	121,490	121,490	0	250,054	(128,564)
Fund Bal - Operating Reserve	1,221,000	1,221,000	0	1,221,000	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	40,000	40,000	0	40,000	0
Fund Bal - Technology Upgrade	46,000	46,000	0	46,000	0
Fund Bal - Furn. & Equipment	15,000	15,000	0	15,000	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	10,000	10,000	0	10,000	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	21,000	21,000	0	21,000	0
Fund Bal - Joint Automation	101,000	101,000	0	101,000	0
Investment in Gen. Fixed Asset	165,816	167,145	(1,329)	167,145	(1,329)
Reserve for Leases	44,222	44,348	(126)	50,855	(6,633)
Reserve for Donations	56,265	56,265	0	56,265	0
Reserve for Endowments	79,659	79,659	0	79,659	0
Change in Fund Balance	137,664	380,123	(242,459)	(128,564)	266,228
Total Fund Balances	2,254,116	2,498,030	(243,914)	2,124,414	129,702
Total Liabilities & Fund Bal.	\$ 2,936,732	3,117,708	(180,976)	2,849,381	87,351

LAKE AGASSIZ REGIONAL LIBRARY

2023

Preliminary Budget

Draft #1

CATEGORY	2022 Budget	2023 Budget	2024 Budget	\$ Change	% Change
Personnel	2,562,200	2,622,350	2,779,300	156,950	5.99%
Library Materials	415,000	415,000	425,400	10,400	2.51%
Automation/Cataloging	185,500	190,600	197,900	7,300	3.83%
Programming & Staff Development	24,900	24,900	24,900	0	0.00%
Mileage & Board Meetings	25,900	25,900	25,900	0	0.00%
Regional Library Telecom Aid	83,620	162,180	162,180	0	0.00%
Other Operating Expenses	216,450	216,050	213,424	(2,626)	-1.22%
Vehicle Expenses	3,650	1,600	1,600	0	0.00%
Capital Expenses	40,000	40,000	40,000	0	0.00%
Total Budget	3,557,220	3,698,580	3,870,604	172,024	4.65%

(OVER)

LAKE AGASSIZ REGIONAL LIBRARY

2023

Preliminary Budget

Draft #1

REVENUE	2022 Budget	2023 Budget	\$ Change	2024 Request
Becker County	402,750	415,295	12,405	427,700
Detroit Lakes	237,380	242,785	5,225	248,010
Clay County	309,765	318,265	8,050	326,315
Moorhead	790,380	807,550	16,725	824,275
Clearwater County	109,495	112,775	2,835	115,610
Mahnomen County	45,870	46,995	1,025	48,020
Mahnomen	22,595	23,285	515	23,800
Norman County	105,115	108,300	3,115	111,415
Polk County	282,275	290,870	8,455	299,325
Crookston	230,830	234,745	3,800	238,545
Wilkin County	57,045	58,390	1,300	59,690
Breckenridge	94,130	95,875	1,550	97,425
SUB-TOTAL	2,687,630	2,755,130	65,000	2,820,130
GRANTS				
State Basic Support	546,180	599,105	5,895	605,000
Regional Library Telecom Aid	83,620	162,180	-	162,180
TOTAL GRANTS	629,800	761,285	5,895	767,180
OTHER REVENUE				
Miscellaneous	102,750	92,300	9,400	101,700
Joint Automation	50,350	51,700	2,250	53,950
Fund Balance/Shortfall	86,690	38,165	89,479	127,644
TOTAL OTHER REVENUE	239,790	182,165	101,129	283,294
TOTAL REVENUE	3,557,220	3,698,580	172,024	3,870,604
EXPENDITURES				
Operating	3,517,220	3,658,580	172,024	3,830,604
Capital	40,000	40,000	-	40,000
TOTAL EXPENDITURES	3,557,220	3,698,580	172,024	3,870,604
				-

LINE ITEM BREAKDOWN								
		2023 Final Budget	2024			Change 2023 to 2024	% Change	COMMENTS
			Change Draft #1	Preliminary Budget #1	Budget			
REVENUE								
SIGNATORY CONTRIBUTIONS								
4000-001	Becker County	415,295	12,405	427,700	427,700	12,405.00	2.99%	
4000-002	Detroit Lakes	242,785	5,225	248,010	248,010	5,225.00	2.15%	
4000-010	Clay County	318,265	8,050	326,315	326,315	8,050.00	2.53%	
4000-011	Moorhead	807,550	16,725	824,275	824,275	16,725.00	2.07%	
4000-020	Clearwater County	112,775	2,835	115,610	115,610	2,835.00	2.51%	
4000-030	Mahnomen County	46,995	1,025	48,020	48,020	1,025.00	2.18%	
4000-031	Mahnomen	23,285	515	23,800	23,800	515.00	2.21%	
4000-040	Norman County	108,300	3,115	111,415	111,415	3,115.00	2.88%	
4000-050	Polk County	290,870	8,455	299,325	299,325	8,455.00	2.91%	
4000-051	Crookston	234,745	3,800	238,545	238,545	3,800.00	1.62%	
4000-060	Wilkin County	58,390	1,300	59,690	59,690	1,300.00	2.23%	
4000-061	Breckenridge	95,875	1,550	97,425	97,425	1,550.00	1.62%	
Subtotal		2,755,130	65,000	2,820,130	2,820,130	65,000.00	2.36%	
GRANTS								
4110	Regional Library Telecom Aid (RLTA)	162,180		162,180	162,180	-	0.00%	
4100	Basic Support - MN (RLBSS)	599,105	5,895	605,000	605,000	5,895.00	0.98%	Find out amount in August
Subtotal		761,285	5,895	767,180	767,180	5,895.00	0.77%	
MISC. REVENUE								
4500	Service Charge Revenue	8,000		8,000	8,000	-	0.00%	
4510	Printing Revenue	16,100	(600)	15,500	15,500	(600.00)	-3.73%	
4520	Fax Revenue	5,000		5,000	5,000	-	0.00%	
4530	Microfilm Revenue	200		200	200	-	0.00%	
4540	Photocopy Revenue	7,500		7,500	7,500	-	0.00%	
4560	Interest Income/Investment	50,000	10,000	60,000	60,000	10,000.00	20.00%	
4590	Lost/Damaged Property	5,500		5,500	5,500	-	0.00%	
Subtotal		92,300	9,400	101,700	101,700	9,400.00	10.18%	
JOINT AUTOMATION								
9505-200	Reimbursement from NWRL	48,700	2,250	50,950	50,950	2,250.00	4.62%	
9510-200	MnLINK Server Site Payment	3,000		3,000	3,000	-	0.00%	
Subtotal		51,700	2,250	53,950	53,950	2,250.00	4.35%	
4900	Deficit (Surplus)	38,165	89,479	127,644	127,644	89,479.00	234.45%	
TOTAL REVENUE		3,698,580	172,024	3,870,604	3,870,604	172,024	4.65%	
EXPENSES								
PERSONNEL EXPENSES								
5000	Salaries & Wages	1,956,250	87,350	2,043,600	2,043,600	87,350.00	4.47%	4% increase
5100	Payroll Taxes	151,350	6,650	158,000	158,000	6,650.00	4.39%	
5110	Retirement - PERA employer	146,050	6,500	152,550	152,550	6,500.00	4.45%	
5120	Health Insurance	362,550	56,300	418,850	418,850	56,300.00	15.53%	10% suggested increase
5140	Life Insurance	1,300		1,300	1,300	-	0.00%	
5160	Other Employee Benefits	1,650		1,650	1,650	-	0.00%	
5150	Workers' Compensation Insurance	3,200	150	3,350	3,350	150.00	4.69%	
Subtotal		2,622,350	156,950	2,779,300	2,779,300	156,950	5.99%	
AUTOMATION/CATALOGING								
6100	Automation System	159,650	6,900	166,550	166,550	6,900.00	4.32%	pay and benefits increase
6105	Support - App	3,900		3,900	3,900	-	0.00%	
6107	Remote Printing Service	3,450		3,450	3,450	-	0.00%	
6040	Supplies - Computer	5,000		5,000	5,000	-	0.00%	
6010	Supplies - Technical Services	6,000		6,000	6,000	-	0.00%	
6110	OCLC/Minutex	12,600	400	13,000	13,000	400.00	3.17%	
Subtotal		190,600	7,300	197,900	197,900	7,300	3.83%	
PROGRAMMING/STAFF DEVELOPMENT								
6495	Programming - Adult	2,500		2,500	2,500	-	0.00%	
6490	Programming - Youth & SLE	12,400		12,400	12,400	-	0.00%	
6480	Staff Development/Training	10,000		10,000	10,000	-	0.00%	
Subtotal		24,900	-	24,900	24,900	-	0.00%	
MILEAGE/BOARD MTG EXPENSE								
6455	Mileage - Staff	20,500		20,500	20,500	-	0.00%	

6450	Mileage - Trustee	3,700		3,700	3,700	-	0.00%	
6470	Board Expenses (per diem)	1,700		1,700	1,700	-	0.00%	
	Subtotal	25,900	-	25,900	25,900	-	0.00%	
7110	RLTA Expenses	162,180		162,180	162,180	-	0.00%	
	OTHER OPERATING							
6340	Attorney Fees	1,000		1,000	1,000	-	0.00%	
6310	Audit	9,100	300	9,400	9,400	300.00	3.30%	Per contract
6330	Bank Fees	1,100	50	1,150	1,150	50.00	4.55%	
6335	Credit Card Fees	300		300	300	-	0.00%	
6320	Business Office Software/Supplies	2,000		2,000	2,000	-	0.00%	
6350	Delivery: Courier	54,500		54,500	54,500	-	0.00%	
6355	Delivery: TriCollege/Minutex	5,000		5,000	5,000	-	0.00%	
6420	Director's Discretionary	2,500	(500)	2,000	2,000	(500.00)	-20.00%	
6370	Insurance - General Liability	22,200	800	23,000	23,000	800.00	3.60%	
6360	Lease: Regional Office Rent	21,650	224	21,874	21,874	224.00	1.03%	Per contract
6362	Lease: Copiers	5,500		5,500	5,500	-	0.00%	
6365	Lease: Postage Machine	550		550	550	-	0.00%	
6240	Maintenance Contract: Copiers	4,000		4,000	4,000	-	0.00%	
6245	Maintenance Contract: Printers	5,050		5,050	5,050	-	0.00%	
6250	Maintenance Contract: Microfilm	2,350		2,350	2,350	-	0.00%	
6465	Memberships - LARL Directors	1,050		1,050	1,050	-	0.00%	
6800	Miscellaneous Expense	2,500	(500)	2,000	2,000	(500.00)	-20.00%	
6430	Postage	3,000		3,000	3,000	-	0.00%	
6435	PO Box Rental	800		800	800	-	0.00%	
6460	MN Director's Fund - CRPLSA	2,250		2,250	2,250	-	0.00%	
6300	Payroll Processing/Timesheet	6,900		6,900	6,900	-	0.00%	
6410	Marketing	11,850		11,850	11,850	-	0.00%	
6415	Marketing - Software Subscriptions	4,650		4,650	4,650	-	0.00%	
6380	Recruitment	7,000		7,000	7,000	-	0.00%	
6030	Supplies - Copier/Fax/Microfilm	750		750	750	-	0.00%	
6000	Supplies - Office	8,000		8,000	8,000	-	0.00%	
6020	Supplies - Public Services	6,000		6,000	6,000	-	0.00%	
6200	Equipment Repairs	2,500		2,500	2,500	-	0.00%	
6400	Telephone/Telecom	22,000	(3,000)	19,000	19,000	(3,000.00)	-13.64%	
	Subtotal	216,050	(2,626)	213,424	213,424	(2,626)	-1.22%	
	VEHICLES							
6500	Gasoline	600		600	600	-	0.00%	
6505	Repairs & Maintenance	1,000		1,000	1,000	-	0.00%	
	Subtotal	1,600	-	1,600	1,600	-	0.00%	
	MATERIALS							
6601	Audio/Visual	50,000		50,000	50,000	-	0.00%	
6670	Digital	120,000	5,000	125,000	125,000	5,000.00	4.17%	
6680	Online Resources	8,000	2,100	10,100	10,100	2,100.00	26.25%	
6690	Periodicals	21,000		21,000	21,000	-	0.00%	
6600	Print	216,000	3,300	219,300	219,300	3,300.00	1.53%	
	Subtotal	415,000	10,400	425,400	425,400	10,400	2.51%	
	CAPTIAL EXPENDITURES							
8500	Furniture & Equipment	10,000		10,000	10,000	-	0.00%	
8600	Software/Hardware Upgrades	30,000		30,000	30,000	-	0.00%	
	Subtotal	40,000	-	40,000	40,000	-	0.00%	
	TOTAL EXPENSES	3,698,580	172,024	3,870,604	3,870,604	172,024	4.65%	
	REV. (UNDER)/OVER EXP.	-	-	-	-	-		

**Lake Agassiz Regional Library
Use Based Formula
2024**

Signatory	Borrower Transactions		Population		Property Valuation		Use Based Formula 80-10-10
	3 Year Average	%	Estimate	%	3 Year Average	%	
Becker County	72,113	19.13%	25,317	16.94%	52,440,672	20.81%	19.08%
Detroit Lakes	31,673	8.40%	9,990	6.68%	16,309,238	6.47%	8.04%
Clay County	44,587	11.83%	20,929	14.00%	38,383,466	15.23%	12.39%
Moorhead	100,132	26.57%	44,583	29.82%	37,598,505	14.92%	25.73%
Clearwater County	15,153	4.02%	8,616	5.76%	14,421,512	5.72%	4.37%
Mahnomen County	4,745	1.26%	4,170	2.79%	7,241,362	2.87%	1.57%
Mahnomen	3,238	0.86%	1,234	0.83%	523,913	0.21%	0.79%
Norman County	17,469	4.64%	6,386	4.27%	16,645,058	6.61%	4.80%
Polk County	48,476	12.86%	14,398	9.63%	44,267,867	17.57%	13.01%
Crookston	24,408	6.48%	7,332	4.90%	4,257,494	1.69%	5.84%
Wilkin County	5,058	1.34%	3,191	2.13%	17,932,116	7.12%	2.00%
Breckenridge	9,815	2.60%	3,343	2.24%	1,941,129	0.77%	2.38%
Total	376,867	100.00%	149,489	100.00%	251,962,330	100.00%	100.00%

This use based formula reflects the following weight per category:

Borrower Transactions = 80%

Population = 10%

Property Valuation = 10%

	Borrower Transactions				Population		Property Valuation		
	2020	2021	2022	Average	2021	2020	2021	2022	Average
Becker County	56,579	80,893	78,868	72,113	25,317	49,921,068	52,468,730	54,932,218	52,440,672
Detroit Lakes	25,725	34,144	35,150	31,673	9,990	15,399,242	15,813,712	17,714,759	16,309,238
Clay County	37,732	48,737	47,292	44,587	20,929	37,642,184	39,018,675	38,489,538	38,383,466
Moorhead	77,675	108,814	113,906	100,132	44,583	36,923,374	37,384,822	38,487,320	37,598,505
Clearwater County	13,875	15,382	16,201	15,153	8,616	14,066,519	14,195,679	15,002,337	14,421,512
Mahnomen County	4,142	4,581	5,512	4,745	4,170	6,661,903	8,011,226	7,050,956	7,241,362
Mahnomen	3,555	3,567	2,593	3,238	1,234	528,200	526,346	517,193	523,913
Norman County	15,117	18,474	18,816	17,469	6,386	16,976,675	16,440,144	16,518,354	16,645,058
Polk County	40,022	52,170	53,236	48,476	14,398	43,936,192	44,592,784	44,274,625	44,267,867
Crookston	19,217	25,958	28,050	24,408	7,332	4,034,554	4,439,280	4,298,647	4,257,494
Wilkin County	3,990	5,892	5,292	5,058	3,191	17,443,511	19,152,295	17,200,542	17,932,116
Breckenridge	8,371	10,635	10,438	9,815	3,343	1,869,241	1,892,802	2,061,343	1,941,129
Total	306,000	409,247	415,354	376,867	149,489	245,402,663	253,936,495	256,547,832	251,962,330

LAKE AGASSIZ REGIONAL LIBRARY
2024
INCREASE CALCULATION BASED ON THE FORMULA

Signatory	Borrower Transactions		Estimated Population		Property Valuation		Use Based Formula 80-10-10	Increase
	80%	%	10%	%	10%	%		
Becker County	9,950	19.13%	1,101	16.94%	1,353	20.81%	19.08%	12,405
Detroit Lakes	4,370	8.40%	434	6.68%	421	6.47%	8.04%	5,225
Clay County	6,152	11.83%	910	14.00%	990	15.23%	12.39%	8,050
Moorhead	13,816	26.57%	1,939	29.82%	970	14.92%	25.73%	16,725
Clearwater County	2,091	4.02%	375	5.76%	372	5.72%	4.37%	2,835
Mahnomen County	655	1.26%	181	2.79%	187	2.87%	1.57%	1,025
Mahnomen	447	0.86%	54	0.83%	14	0.21%	0.79%	515
Norman County	2,410	4.64%	278	4.27%	429	6.61%	4.80%	3,115
Polk County	6,689	12.86%	626	9.63%	1,142	17.57%	13.01%	8,455
Crookston	3,368	6.48%	319	4.90%	110	1.69%	5.84%	3,795
Wilkin County	698	1.34%	139	2.13%	463	7.12%	2.00%	1,300
Breckenridge	1,354	2.60%	145	2.24%	50	0.77%	2.38%	1,550
Totals:	52,000	100.00%	6,500	100.00%	6,500	100.00%	100.00%	65,000

This use based formula reflects the following weight per category:

Borrower Transactions = 80%

Population = 10%

Property Valuation = 10%

Lake Agassiz Regional Library
Fund Balances
10 year history

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Budget 2023	Budget 2024
Year End Fund Balance	1,248,390	1,353,480	1,368,724	1,425,296	1,572,524	1,679,841	1,747,098	1,986,417	2,040,168	1,913,153	1,874,988	1,747,344
Annual Expenses	3,248,774	3,124,281	3,278,571	3,242,425	3,280,983	3,516,998	3,506,972	3,370,165	3,689,457	3,830,082	3,698,580	3,870,604
Fund Balance as % of Expenses	38%	43%	42%	44%	48%	48%	50%	59%	55%	50%	51%	45%
Fund Balance change from prior year	(126,653)	105,090	15,244	56,572	147,228	107,317	67,257	239,319	53,751	(127,015)	(38,165)	(127,644)

Monthly Report to the Board**Meeting Date: April 20, 2023****From: Liz Lynch, Executive Director****Director's Meetings**

March: Moorhead Library Community Center Design Team, 17 & 20; MLA Board, 20; Interview, 22; LARL Full Board, 23; Interview, 24; Coordinating Team, 27; Senate Education Finance Hearing, 29; CRPLSA, 31 & 31;

April: MLA Legislative Committee and Update, 3; St. Kates, MLIS Advisory Council, 3; Moorhead Library Community Center Design Team, 7; NWLINKS, 11; two annual reviews, 11

LARL Staffing**Open positions:**

Detroit Lakes Public Library Director/Hub Supervisor and Substitutes in Ada, Fosston, Hawley and Mahnommen

Welcome to:

Amanda Mesas, Moorhead Public Library Circulation Supervisor; Monica Simmons, Moorhead Youth Services Librarian; Kendlynn Evje, Fosston Substitute; and Cindy Lichtsinn, Detroit Lakes Assistant.

New Staff Orientation:

LARL will be offering a New Staff Orientation session on Monday, April 17th from 10-3:30. This will be an opportunity for new staff to tour the regional office, meet the staff, and learn more about how the regional office can support them in their positions. A second session will be offered this summer.

Library Legislative News

The Regional Public Library systems asked for a \$4M increase in funding.

- The Senate included a \$4M increase in the Education Omnibus Bill
- The House included a \$2M increase in the Education Omnibus Bill

The Regional Public Library systems asked for a \$3M annual allocation in Legacy Funding.

- Both the House and Senate included a \$2.75M annual allocation in the Legacy Omnibus Bill. This is a slight increase from what we are currently receiving, which is \$2.5M.

We are looking forward to seeing what happens in a couple of weeks when the conference committees meet.

Thank you to all of you who reached out to your local legislators in support of public libraries!

Upcoming Board Meeting Dates

Full Board, May 18: Creating Draft 2 of the 2024 Preliminary Budget

~~LAKE AGASSIZ REGIONAL LIBRARY~~

~~FAX POLICY~~

~~LARL agencies providing fax service for the public will charge the following for this service.~~

~~To send: \$2.00 for the first page
 \$1.00 for each additional page
 (LARL will supply a cover page at no charge)~~

~~To receive: \$1.00 per page for all pages received~~

~~Telephone Line Charges: There will be no telephone line charges for calls to locations within the U.S. and Canada.~~

~~Calls made beyond this area must be charged to the sender's telephone credit card. Per page charges will still be collected.~~

~~Adopted Board of Trustees: January 24, 1998~~

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

Filter Criteria Includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
	3/1/23	Apple Store	2010-000	2.99
eft-3/1/23-1	3/1/23	Lakes Country Service Cooperative	1000-000	28,718.01
eft-3/1/23-2	3/1/23	Fidelity Security Life	1000-000	373.14
cc-3/1/23-1	3/1/23	SR Fax	2010-000	27.80
eft-3/2/23-1	3/2/23	Attendance On Demand	1000-000	234.00
eft-3/3/23-1	3/3/23	Arvig	1000-000	39.71
eft-3/3/23-2	3/3/23	Arvig	1000-000	89.41
eft-3/3/23-3	3/3/23	Arvig	1000-000	89.41
eft-3/3/23-4	3/3/23	Arvig	1000-000	97.79
eft-3/3/23-5	3/3/23	Arvig	1000-000	96.99
eft-3/5/23-1	3/5/23	Pitney Bowes Purchase Power	1000-000	499.03
eft-3/6/23-1	3/6/23	Cardmember Service	1000-000	5,253.76
69672V	3/7/23	Communico	1000-000	-8,050.00
eft-3/7/23-1	3/7/23	Amazon Capital Services	1000-000	4,006.87
69859	3/7/23	Alliance Courier	1000-000	1,903.77
69860	3/7/23	Baker & Taylor	1000-000	2,104.82
69860a	3/7/23	VOID	1000-000	
69861	3/7/23	The Bemidji Pioneer	1000-000	121.50
69862	3/7/23	Jane Berg	1000-000	21.44
69863	3/7/23	Black Stone Publishing	1000-000	1,183.86
69864	3/7/23	Joyce Christine Boike	1000-000	404.28
69865	3/7/23	Communico	1000-000	8,050.00
69866	3/7/23	Heather DeBoer	1000-000	30.79
69867	3/7/23	Jodi Harrington	1000-000	94.32
69868	3/7/23	Chelsi Johnson	1000-000	14.41
69869	3/7/23	Megan Krueger	1000-000	68.12
69870	3/7/23	Brenda Labine	1000-000	60.92
69871	3/7/23	Lerner Publishing Group	1000-000	41.99
69872	3/7/23	Liz Lynch	1000-000	366.93
69873	3/7/23	Paula Ous	1000-000	30.79
69874	3/7/23	Overdrive, Inc.	1000-000	1,370.72
69875	3/7/23	Patricia Perry	1000-000	53.06
69876	3/7/23	Richards Publishing Company, Inc.	1000-000	35.00
69877	3/7/23	Rochester Telecom Systems Inc.	1000-000	29.45

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
69877a	3/7/23	VOID	1000-000	
69878	3/7/23	Rosen Publishing	1000-000	41.24
69879	3/7/23	Shortprinter	1000-000	52.17
69880	3/7/23	Jamie Sprynczynatyk	1000-000	578.76
69881	3/7/23	Christy Underlee	1000-000	21.62
eft-3/7/23-1	3/7/23	Lake Agassiz Regional Library	1010-000	120,000.00
eft-3/7/23-2	3/7/23	Lake Agassiz Regional Library	1000-000	53,000.00
cc-3/8/23-1	3/8/23	Mobile Beacon	2010-000	10,800.00
cc-3/9/23-1	3/9/23	Carbonite.com	2010-000	1,083.41
cc-3/9/23-2	3/9/23	Mobile Beacon	2010-000	2,640.00
cc-3/10/23-1	3/10/23	Ting	2010-000	26.22
cc-3/10/23-2	3/10/23	Notably Good Ltd	2010-000	108.37
eft-3/10/23-1	3/10/23	WEX - FSA payments	1000-000	825.78
cc-3/11/23-1	3/11/23	DNS Made Easy	2010-000	150.00
69882	3/14/23	Abdo-Spotlight-Magic Wagon	1000-000	1,586.90
69883	3/14/23	Baker & Taylor	1000-000	3,474.41
69883a	3/14/23	VOID	1000-000	
69884	3/14/23	Black Stone Publishing	1000-000	201.20
69885	3/14/23	Joyce Christine Boike	1000-000	45.85
69886	3/14/23	Jamie Chen	1000-000	34.06
69887	3/14/23	Meaghan Cronin	1000-000	53.06
69888	3/14/23	The Forum	1000-000	294.20
69889	3/14/23	Jodi Harrington	1000-000	84.50
69890	3/14/23	Chelsi Johnson	1000-000	32.10
69891	3/14/23	Genevieve Junkert	1000-000	53.06
69892	3/14/23	Megan Krueger	1000-000	125.35
69893	3/14/23	Brenda Labine	1000-000	49.79
69894	3/14/23	Lerner Publishing Group	1000-000	75.47
69895	3/14/23	Mobile Beacon	1000-000	396.00
69896	3/14/23	Overdrive, Inc.	1000-000	4,414.57
69897	3/14/23	Payroll Professionals, Inc.	1000-000	123.75
cc-3/14/23-1	3/14/23	Zoom Video Communications, Inc	2010-000	79.00
eft-3/15/23-1	3/15/23	AFLAC	1000-000	224.08

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
eft-3/15/23-2	3/15/23	Garden Valley Telephone Company	1000-000	41.34
eft-3/15/23-1	3/15/23	Halstad Telephone Company	2010-000	74.21
eft-3/15/23-2	3/15/23	Halstad Telephone Company	2010-000	33.81
eft-3/15/23-3	3/15/23	Rothsay Telephone	2010-000	71.49
eft-3/15/23-3	3/15/23	BPA (VEBA contributions)	1000-000	2,237.00
eft-3/15/23-4	3/15/23	WEX - HSA Contributions	1000-000	350.70
eft-3/15/23-5	3/15/23	WEX - HSA Contributions	1000-000	1,119.60
eft-3/15/23-6	3/15/23	Federal Income Tax deposit	1000-000	15,687.46
eft-3/15/23-7	3/15/23	Minnesota State Income Tax	1000-000	1,280.00
eft-3/15/23-8	3/15/23	ING (Deferred Compensation)	1000-000	2,227.07
eft-3/15/23-9	3/15/23	Public Employees Retirement Assoca	1000-000	10,365.55
eft-3/15/23-10	3/15/23	LARL Payroll	1005-000	54,190.93
eft-3/15/23-10	3/15/23	WEX - FSA payments	1000-000	110.23
eft-3/16/23-1	3/16/23	Allstream	1000-000	243.08
eft-3/19/23-1	3/19/23	Pitney Bowes	2010-000	129.00
cc3/21/23-1	3/21/23	FS.com	2010-000	542.60
	3/22/23	Tidio	2010-000	18.00
eft-3/22/23-1	3/22/23	Mutual of Omaha	1000-000	109.20
cc-3/22/23-1	3/22/23	MoneySoft	2010-000	299.00
cc3/22/23-1	3/22/23	Square	2010-000	157.84
69898	3/23/23	Alliance Courier	1000-000	2,115.30
69899	3/23/23	Michael Anderson	1000-000	200.00
69900	3/23/23	Apple Books	1000-000	2,985.79
69901	3/23/23	Baker & Taylor	1000-000	3,217.96
69901a	3/23/23	VOID	1000-000	
69901b	3/23/23	VOID	1000-000	
69902	3/23/23	Black Stone Publishing	1000-000	261.14
69903	3/23/23	Clay County Union	1000-000	42.00
69904	3/23/23	Anders Valley Publishing, LLC	1000-000	40.00
69905	3/23/23	FM Coalition for Homeless Persons	1000-000	100.00
69906	3/23/23	Forum Communications Company	1000-000	603.00
69907	3/23/23	The Forum	1000-000	1,050.18
69908	3/23/23	Greta Guck	1000-000	178.09
69909	3/23/23	Jodi Harrington	1000-000	152.62

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
69910	3/23/23	J. Appleseed Publishers Co-Op	1000-000	3,272.65
69911	3/23/23	Chelsi Johnson	1000-000	32.10
69912	3/23/23	Genevieve Junkert	1000-000	34.06
69913	3/23/23	Librarica LLC	1000-000	2,147.40
69914	3/23/23	UW-Green Bay	1000-000	18.59
69915	3/23/23	Heidi Moore	1000-000	13.10
69916	3/23/23	NCPERS Group Life Ins.	1000-000	176.00
69917	3/23/23	Amy Nelson	1000-000	34.06
69918	3/23/23	Overdrive, Inc.	1000-000	4,144.67
69919	3/23/23	ProQuest LLC	1000-000	4,223.06
69920	3/23/23	Hillary Stevens	1000-000	105.46
69921	3/23/23	Christy Underlee	1000-000	29.48
eft-3/23/23-1	3/23/23	Lake Agassiz Regional Library	1010-000	30,000.00
cc3/23/23-1	3/23/23	Hornbacher's	2010-000	6.00
cc3/24/23-1	3/24/23	Uprinting.com	2010-000	296.02
eft-3/25/23-1	3/25/23	Arvig	1000-000	182.84
eft-03/25/23-1	3/25/23	Arvig	1000-000	32.62
eft-3/25/23-2	3/25/23	WEX Health, Inc.	1000-000	101.75
cc3/26/23-1	3/26/23	Sangoma US	2010-000	159.82
cc3/28/23-1	3/28/23	Uprinting.com	2010-000	59.84
eft-3/28/23-1	3/28/23	WEX - FSA payments	1000-000	489.77
eft-3/31/23-5	3/29/23	ING (Deferred Compensation)	1000-000	2,276.48
69922	3/29/23	AFSCME Council 65	1000-000	498.41
69923	3/29/23	AFSCME PEOPLE	1000-000	46.00
69924	3/29/23	Alliance Courier	1000-000	2,115.30
69925	3/29/23	Baker & Taylor	1000-000	3,361.51
69925a	3/29/23	VOID	1000-000	
69926	3/29/23	Black Stone Publishing	1000-000	141.76
69927	3/29/23	Joyce Christine Boike	1000-000	150.00
69928	3/29/23	Clayton Briggs	1000-000	151.70
69929	3/29/23	Sandra Duval	1000-000	43.24
69930	3/29/23	David Geray	1000-000	91.05
69931	3/29/23	Greta Guck	1000-000	106.77

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

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Check #	Date	Payee	Cash Account	Amount
69932	3/29/23	Jodi Harrington	1000-000	111.36
69933	3/29/23	Linda Holecek	1000-000	58.95
69934	3/29/23	Steve Jacobson	1000-000	41.92
69935	3/29/23	Chelsi Johnson	1000-000	14.41
69936	3/29/23	Charley Johnson	1000-000	60.00
69937	3/29/23	Paula Jones	1000-000	14.41
69938	3/29/23	Brenda Labine	1000-000	32.10
69939	3/29/23	Lakes Digital Sign Guys, LLC	1000-000	159.00
69940	3/29/23	Metropolitan Life Insurance Company	1000-000	1,242.53
69941	3/29/23	Heidi Moore	1000-000	6.55
69942	3/29/23	NW-Links	1000-000	19,067.96
69943	3/29/23	Blakely Lennon Brodsho	1000-000	10.00
69944	3/29/23	Payroll Professionals, Inc.	1000-000	132.00
69945	3/29/23	Chizuko Shastri	1000-000	60.00
69946	3/29/23	Philip Spooner	1000-000	139.52
69947	3/29/23	Mark Titera	1000-000	139.75
69948	3/29/23	Christy Underlee	1000-000	59.61
69949	3/29/23	Gary Willhite	1000-000	91.70
eft-3/29/23-1	3/29/23	Lake Agassiz Regional Library	1010-000	150,000.00
eft-3/29/23-1	3/29/23	Lake Agassiz Regional Library	1000-000	60,000.00
cc-3/29/23-1	3/29/23	Best Name Badges	2010-000	8.79
eft-03/30/23-1	3/30/23	Garden Valley Telephone Company	1000-000	41.34
eft-03/30/23-2	3/30/23	Garden Valley Telephone Company	1000-000	76.71
eft-03/30/23-3	3/30/23	Garden Valley Telephone Company	1000-000	41.34
eft-03/30/23-4	3/30/23	Garden Valley Telephone Company	1000-000	41.34
eft-3/31/23-1	3/31/23	WEX - HSA Contributions	1000-000	350.70
eft-3/31/23-4	3/31/23	North Dakota SITW	1000-000	1,395.00
eft-3/31/23-2	3/31/23	Federal Income Tax deposit	1000-000	17,672.10
eft-3/31/23-3	3/31/23	Minnesota State Income Tax	1000-000	1,556.00
eft-3/31/23-6	3/31/23	Public Employees Retirement Assoca	1000-000	11,602.21
eft-3/31/23-7	3/31/23	LARL Payroll	1005-000	61,083.96
cc-3/31/23-1	3/31/23	Best Name Badges	2010-000	8.79
cc-3/31/23-2	3/31/23	Rackmount Solutions	2010-000	144.96
cc-3/31/23-3	3/31/23	Facebook Ad Manager	2010-000	37.93

Lake Agassiz Regional Library
Check Register
For the Period From Mar 1, 2023 to Mar 31, 2023

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Check #	Date	Payee	Cash Accoun	Amount
Total				<u>728,418.64</u>