

Fargo Public Library Board of Directors
Agenda for Tuesday January 18th, 2022
4:00p.m.

Fargo City Commission Chambers
225 4th St North
Fargo, ND 58102

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|---|---------------|
| 1. Approve Order of the Agenda | Action |
| 2. Minutes of the December 21 st . Meeting | Action |
| 3. Staff Report- Megan Richardson | |
| 4. Director's Report | |
| 5. Unfinished Business | |
| A. None | |
| 6. New Business | |
| A. Material Challenge | Action |
| B. Zero Tolerance Policy Review | Action |
| 7. Statistical Reports | |
| A. December Usage | |
| B. December Financials | |
| 8. Friends of the Library Report | |
| 9. Public Comment | |
| 10. Next Regular Meeting: February 15th | |
| 11. Adjourn | |

**Fargo Public Library Board of Directors
Minutes for Tuesday, December 21, 2021 4 p.m.
Fargo City Commission Chambers and Virtual
225 4th St N., Fargo ND 58102**

Board Members Present: Carlos Hawley Jr., Carrie Peterson, Kristen Schipper, Jenna Reno, Amy Ouren
Board Members Absent: Scott Beaulier, Rachael Steenholdt
Staff: Tim Dirks, Megan Richardson, Betsy Dauer
Others Present:

Vice President Carlos Hawley Jr. called the meeting to order at 4:00 p.m. and a quorum was declared. This meeting was attended virtually and in person.

Order of Agenda

A motion was made by Kristen Schipper to approve the Order of the Agenda. Jenna Reno seconded the motion; motion carried.

Minutes of November 16, 2021 Regular Meeting

Jenna Reno made a motion to approve the minutes of the November 16, 2021 meeting. Kristen Schipper seconded the motion; motion carried.

Staff Report

Megan Richardson presented a few highlights of staff updates and events.

Staffing Update:

- Starting the hiring process for LAIII, Collection Development/Technical Services Manager, and Librarian I positions

Programming:

Upcoming Featured Events & Programs (for a full list of all upcoming FPL activities, visit FargoLibrary.org). All programs are subject to change due to COVID numbers.

Children

- New Year's Party to Go
- Christmas Vacation Drive-In Movie Night, December 28, 6:00pm, Main Library
- Lego Mania Design Contest, December 30, 2:00pm, Main Library
- Up Close with the James Webb Space Telescope, January 15, 2:00pm

Teens

- Virtual Escape Room, December 28, 11:00am
- Teen Time at Carlson, January 4 & 18, 3:30-5 pm

Adults

- EBook help session, January 6, 6:30pm, Main Library.
- Silent Reading Party, January 16, 2:00pm, Drumconrath Brewing
- Book Clubs
 - Sense of Place, January 6 – I was Their American Dream by Malaka Gharib
 - Diverse Perspectives, January 13 – The Line Becomes a River by Francisco Cantu

- Classics Book Club, January 19 – Dune by Frank Herbert

Multigenerational

- Winter Read-A-Thon 2022 theme is “Get Smitten with Reading!” For all ages, this program runs from Jan. 3 – March 6, 2022.
- Winter Relaxation Program, January 22, 10:00am, Carlson Library. Treat yourself to some winter relaxation by creating a Zen garden, doing a cross-stitch pattern, and practicing mindfulness with chocolate. Open to teens and adults. Registration is required and opens January 8.

Director’s Report

Director Tim Dirks referred the Board to his written report in the Board Packet and gave a library covid update.

Unfinished Business

No unfinished business.

New Business

Collection Development Policy Review

Director Tim Dirks referred the Board to the Collection Development Policy in the Board Packet. No changes were recommended for this review.

A motion was made by Kristen Schipper to approve the Collection Development Policy as is. Amy Ouren seconded the motion; motion carried.

Registration Policy Draft Review

Director Tim Dirks referred the Board to the Registration Policy draft in the Board Packet. Several changes were recommended including: expiry date lengthened to five years for standard library cards and three years for organizational cards, accept shelter ID’s for computer access cards, and individuals must come into the library and show an acceptable picture ID to renew a library card.

A motion was made by Jenna Reno to approve the Registration Policy as drafted. Kristen Schipper seconded the motion; motion carried.

Statistical Reports

Usage

The Library had 28,903 registered patrons for the month of November. Program attendance was 1,578. Circulation was up 23.18% compared to November of the previous year. Overall circulation year to date is 783,684.

Financials

There was \$481 of incoming donations. There was \$2,839 expenditures of donations. The year is 92% lapsed while the budget is 87.46% expended. Revenue is at \$17,820.13 year to date.

Friends of the Library Report

No Friends report.

Public Comment

Christopher Coen spoke about where to find the Fargo Public Library's policies on the website. In particular, he spoke about the Access to Materials policy stating, "The library will not restrict access to library materials under the assumption that certain materials may be "harmful" to minors". Mr. Coen wanted to know if a Statement of Concern ever ruled in favor of removing an item from the collection.

Next Board Meeting

The next regular Board Meeting is scheduled for Tuesday, January 18, 2021 at 4 p.m.

The meeting adjourned at 4:21 p.m.

Respectfully submitted,
Betsy Dauer

Staff Report
January 2022 Library Board Meeting

Staffing Update:

- In the offer phase of hiring the new LAIII. The Collection Development/Technical Services Manager position closed January 12 and the Library I Adult and Teen Services position will close January 19.

Programming:

Upcoming Featured Events & Programs (for a full list of all upcoming FPL activities, visit FargoLibrary.org). All programs are subject to change due to COVID numbers.

Children

- **Winter Storytime. Jan. 24-March 31.** The library has several storytime sessions available for families to spend quality time sharing stories, learning school-readiness skills, and preparing children for a lifetime of reading. Through the use of age-appropriate stories, songs, and fingerplays in a group setting, staff help parents and caregivers learn how to foster early literacy skills that prepare their children to learn to read. Pre-registration is required. For safe distancing, please register all attendees including adults. All sessions are open to children ages 2-6.
 - **Mondays – Main Library, 10:00am & 6:30pm**
 - **Tuesdays – Northport Library, 11:00am**
 - **Wednesdays – Carlson Library, 10:00am**
- **Crafternoons.** Crafternoons are back! Crafternoons at Carlson returns Monday, January 24 and Crafternoons at Northport returns Tuesday, January 25. Children up to age 12 are welcome to register online every week for one of the 45 minute Crafternoon sessions. In addition to in-person craft sessions, we will offer a take-home version of the weekly craft for those families who prefer to complete their craft at home. Take home crafts can be picked up from 3-4:45 the day of the craft. Registration is required for both in-person and take-home crafts and will open 1 week prior to each session.
 - **Carlson Library – Mondays, 3:00-4:45pm**
 - **Northport Library – Tuesdays, 3:00-4:45pm**
- **Libraries Dance Series: Hearts on Fire Ballet, February 8, 6:30pm – Main Library.** Our dance and storytime fun continues! F-M Ballet and Gaspers school of dance will be here to share some great dance moves and tell amazing stories! These events are interactive so wear clothes/costumes you can move in! Storytimes are geared toward children 3 and up. Pre-registration is required.
- **Emoji Paint Workshop, February 12, 11:00am – Carlson Library.** Come to the library and paint your favorite emoji on real canvas! All materials will be provided. This program is best suited for children ages 6-12 and pre-registration is required.
- **French Knitting for Kids, February 13, 2:00pm – Carlson Library.** French Knitting, done with a toilet paper roll loom, is a fun and easy way to learn the basics of knitting. Kelly Laux from the Prairie Fiber Arts Center of Moorhead will teach kids ages 9-12 to make a friendship bracelet with this unique style of knitting. Pre-registration is required and will open on January 30.

Teens

- **Teen Time, Tuesdays, Carlson and Main Library (alternating).** Teens and tweens age 10-18 and invited to come to the library on Tuesdays any time between 3:30 and 5:00pm. Each session will have a new activity or project to work on. Teens can work independent, with a group, or just hang out. No registration is required.
 - 1st and 3rd Tuesdays, 3:30-5:00pm – Carlson Library
 - 2nd and 4th Tuesdays, 3:30-5:00pm – Main Library.

Adults

- **Needle Felted Heart.** It is almost Valentine's Day and a Needle Felted Heart is a lovely beginner project to try out needle felting. This quick and easy project makes a cute decoration to keep or give away. Pre-registration is required and opens 2 weeks before the program. All materials will be provided.
 - Carlson Library – February 5, 10:00am
 - Northport Library – February 10, 6:30pm
- **February Foreign Language Film Series.** Join us on Sunday afternoons in February for a film series featuring four Oscar-winning foreign language films. Local film critic, Matt Olien, will lead a short discussion after each screening.
 - February 6: *Investigation of a Citizen Above Suspicion* (Italy – 1970)
 - February 13: *Day for Night* (France – 1973)
 - February 20: *All About My Mother* (Spain – 1999)
 - February 27: *The Secret in Their Eyes* (Argentina – 2009)
- **Book Clubs**
 - Classics Book Club, January 19 – *Dune* by Frank Herbert
 - History Reading Club, January 25 – *Hero of Two Worlds: the Marquis de Lafayette in the Age of Revolution* by Mike Duncan
 - Sense of Place, February 3 – *Our Riches* by Kaouther Adimi
 - Diverse Perspectives, February 10 – *The Fire This Time: a New Generations Speaks About Race* edited by Jesmyn Ward
 - Tea Time Book Club, February 14 – *The Book of Lost Names* by Kristin Harmel
 - Senior Book Club, February 15 – *The Good Sister* by Sally Hepworth

Multigenerational

- **Winter Reading Program.** This year's program, *Get Smitten with Reading!*, started January 3 and runs through March 6. Library users can participate through Beanstack or pick up a paper log at any of the three locations.
- **Winter Relaxation Kits.** Treat yourself to some winter relaxation by creating a zen garden, doing a cross-stitch pattern, and practicing mindfulness with chocolate. This event is open to teens and adults. Registration is required and opens two weeks before each craft. All three locations will have the to-go kits to distribute the week of January 17.
- **Northern Narratives.** The Fargo Public Library is seeking submissions for our sixth annual Northern Narratives, a writing project that aims to inspire regional writers and serve as a community heirloom. We are accepting submissions February 1 through March 31 in three categories: fiction, nonfiction, and poetry. The program is open to adults and teens 13 years or older.

FPL DIRECTOR'S REPORT

January 18, 2022

Director's Activities:

Attended City Cabinet Meeting 12.27.21

Attended City Cabinet Meeting 1.5.22

Moderated Statement of Concern Committee Meeting 1.12.22

Attended City Cabinet Meeting 1.12.22

Attended Chamber State of the Cities Event 1.13.22

Met with City Admin to discuss Library COVID 19 After Action Report

Goal 1 Professional & Organizational:

Moderated Library Dept. Heads Meeting 12.28.21

Moderated Library Dept. Heads Meeting 1.4.22

Moderated Library Dept. Heads Meeting 1.11.22

Moderated Library Dept. Heads Meeting 1.18.22

Goal 4 Partnering:

Attended Red River Zoo Board Meeting 12.28.21

**Fargo Public Library Board
Action Item Summary Sheet**

What:

Library Board action needed in regards to recommendation from the Statement of Concern Committee per the Statement of Concern dated 11.23.2021

Explanation:

The library recieved a statement of concern regarding Gender Queer by Maia Kobabe. The Statement of Concern Committee met and identified a recommendation for the Library Board in this regard.

Director recommendation:

Review and accept the recommendation from the Statement of Concern Committee in regards to the statement of concern for the title Gender Queer by Maia Kobabe.

Board Discussion:

Approve as recommended ☐

First motion made by: _____

Second motion made by: _____

Approve with changes ☐

First motion made by: _____

Second motion made by: _____

Vote

In Favor: _____

Opposed: _____

Approved/Denied/Tabled/Postponed

Statement of Concern Committee Recommendation to the Fargo Public Library Board regarding *Gender Queer* by Maia Kobabe

The Statement of Concern Committee met on Wednesday January 12th to discuss the Statement of Concern submitted on 11.23.21 regarding the title *Gender Queer* by Maia Kobabe.

The Statement of Concern Committee recommends the retention of *Gender Queer* by Maia Kobabe within the Fargo Public Library Adult Graphic Novel collection in its current location.

Gender Queer is well reviewed by professional sources such as School Library Journal and Publishers Weekly. The title is held at over seven hundred public libraries, both at peer institutions and larger library systems. *Gender Queer* was also awarded the Stonewall Book Award in 2020 and the American Library Association Alex Award in 2020.

The Statement of Concern Committee finds no reason to remove *Gender Queer* by Maia Kobabe and reaffirms its recommendation to retain it within the Fargo Public Library Adult Graphic Novel collection.

Supporting Factors for Recommendation:

1. Access to Materials Policy
2. Library Bill of Rights and Intellectual Freedom Statement
3. Collection Development Policy – General Selection Criteria
 - i. Public demand and interest
 - ii. Timeliness of information and/or significance of the subject
 - iii. Evaluations in professionally recognized critical review sources
 - iv. Authority and competence of the author and/or reputation and standing of the publisher
 - v. Effective expression
 - vi. Contribution to diversity or breadth of collection
 - vii. Effectiveness and suitability of format, durability, and ease of use
 - viii. Support of Library's mission and roles
4. Collection Development Policy – Adult Collection Overview

Publishers Weekly (02/25/2019):

This heartfelt graphic memoir relates, with sometimes painful honesty, the experience of growing up non-gender-conforming. From a very young age, Kobabe is unsure whether to claim a lesbian/gay, bisexual, or even transgender identity: "I don't want to be a girl. I don't want to be a boy either. I just want to be myself." Kobabe comes of age having to navigate expressions of identity such as clothing and haircuts, with fraught attempts at romantic and sexual entanglements. Eventually, Kobabe's supportive sister concludes: "I think you're a genderless person." (Kobabe: "She knew before I did.") Kobabe continues to explore the challenges of a nonbinary identity, including the use of alternate pronouns (in Kobabe's case, e/em/eir), the trauma of cervical exams, refuting misplaced concerns from a loving relative who believes "female to male" transgenderism could be rooted in a form of misogyny, and learning that the term autoandrophilia actually applies "for me." Intermixed are lighthearted episodes relating Kobabe's devotion to LGBTQ-inspired Lord of the Rings fan fiction and hero worship of flamboyant ice-skating champion Johnny Weir. Kobabe is a straightforward cartoonist who uses the medium skillfully (if not particularly stylishly), incorporating ample cheery colors, with a script that's refreshingly smooth and nondidactic for the topic. This entertaining memoir-as-guide holds crossover appeal for mature teens (with a note there's some sexually explicit content) and is sure to spark valuable discussions at home and in classrooms. (May.)

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Shelf Awareness (06/28/2019):

Artist Maia Kobabe is genderqueer and uses pronouns e, em and eir. In the gorgeous and candid graphic memoir *Gender Queer*, e illustrates an aching journey toward reconciliation with being nonbinary and asexual. Kobabe grew up in a progressive home, with parents who didn't enforce gender roles, but such things are socialized early in places like school and neighborhoods. The dysphoria e experienced became more acute with age; e frequently felt out of step with eir peers. There were awkward Tinder dates and excruciating Pap smears. All the while, Maia searched for an explanation, a language to assign to this internal trauma and confusion.

Midway through the book lies a two-page spread of weighted scales. Each side of holds a gender assigned at birth, as a frantic Maia piles pronouns, clothes, hair style, hormones, etc., on the other. "The end goal wasn't masculinity," e writes, "the goal was balance." Had e been assigned male at birth, e would be playing with makeup and nail polish every day.

Kobabe's drawings, colored by sister Phoebe Kobabe, casts eir life and truths in splendorous, vivid light. And the relationship between the siblings on the page is one of *Gender Queer's* sweetest elements. Often scared of what lies ahead, Maia confides in Phoebe, a lesbian, about eir queer hopes and fears, and is met each time with the gracious enthusiasm of a sister who has eir back: "I lucked out so hard in the sibling lottery." A challenging yet heartwarming memoir, *Gender Queer* succeeds on all fronts.

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School Library Journal (07/01/2019, Starred Review):

Gr 9 Up--Kobabe, who uses the pronouns e, em, and eir, was assigned female at birth but never felt that this designation fit. As e grew up, e learned about the spectrum of gender designations and settled on nonbinary as the best descriptor. E came out to eir family as nonbinary and asexual and found that eir family supported em however e identified. In this memoir, Kobabe chronicles eir life from the time e was very young through eir coming of age and adulthood. E describes common situations from the perspective of someone who is asexual and nonbinary: starting a new school, getting eir period, dating, attending college. The muted earth tones and calm blues match the hopeful tone and measured pacing. Matter-of-fact descriptions of gynecological exams and the use of sex toys will be enlightening for those who may not have access to this information elsewhere. **VERDICT** A book to be savored rather than devoured, this memoir will resonate with teens, especially fans of Alison Bechdel's *Fun Home* and Mason Deaver's *I Wish You All the Best*. It's also a great resource for those who identify as nonbinary or asexual as well as for those who know someone who identifies that way and wish to better understand. —Jenni Frencham, *Indiana University, Bloomington*

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Awards:

2020 ALA Alex Award Winner

2020 Stonewall -- Israel Fishman Non-fiction Award Honor Book

Fargo Public Library
Statement of Concern about Library Resources

The Library Board of Directors has authorized the use of this form.

Your Name: Tucker Lutter Date: 11/23/2021

Address: Apt 225 PO BOX 5901 1837 University Drive North Fargo, ND 58102

Phone: 712-560-6770 Email: tuckerlutter@yahoo.com

Resource on which you are commenting:

Book _____ Periodical _____ Video _____ CD _____ Audiobook _____

Content of library program _____ Library exhibit _____

Title Gender Queer _____

Author/Producer Maia Kobabe _____

What brought this resource to your attention?

This book is being discussed nationally and is critiqued due to its graphic depictions of children engaging in fellatio and sex. This book takes the extra step of illustrating sexual acts and is pornography. This book should not be included in the Fargo Public Library.

Please comment on the resource as a whole as well as being specific on those matters that concern you. (Use the other side if needed)

I am concerned because the book contains child pornography by including illustrations of minors engaging in sexual acts.

(Optional) What resources do you suggest to provide additional information on this topic?

**Fargo Public Library Board
Action Item Summary Sheet**

What:

Review the Zero Tolerance Policy.

Explanation:

A number of Board Policies haven't been reviewed for three plus years and need to be reviewed. The policy to be reviewed is the Zero Tolerance Policy. No specific changes have been indentified in regards to this policy.

Director recommendation:

Review and approve the Zero Tolerance Policy.

Board Discussion:

Approve as recommended ☐

First motion made by: _____

Second motion made by: _____

Approve with changes ☐

First motion made by: _____

Second motion made by: _____

Vote

In Favor: _____

Opposed: _____

Approved/Denied/Tabled/Postponed

Zero Tolerance Policy Regarding Use of Library Facilities

While Under the Influence of Alcohol or Illegal Substances

Fargo Public Library endeavors to provide a safe and welcoming environment for all patrons. The presence of individuals who possess, consume and/or are under the influence of alcohol and/or other unlawful or illegal mood-altering substances on library property is not compatible with the library's goal of providing a safe and welcoming environment. Individuals who are observed consuming and/or possessing and/or under the influence of such substances will be subject to an order either temporarily or permanently barring the individual from entry into all library locations per the discretion of Library Administration. The permanent barring from library location will be enforced by a no-trespass order.

Approved 02-21-2012

Revised 04-19-2016

Library Use 2021

New Registrations: 378
Approx. Registered Patrons: 28,494

ATTENDANCE	December 2021	December 2020	% CHANGE	2021 YTD	2020 YTD	Diff.	% CHANGE
Door Count Main	11,456	3,617	217%	139,105	109,555	29,551	27%
Door Count Carlson	7,979	-		100,419	68,369	32,050	47%
Door Count Northport	3,680	-		45,840	29,150	16,690	57%
Outreach	401	33	1115%	3,113	1,353	1,760	130%
Total	23,516	3,650	544%	288,477	208,427	80,051	38%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance				
Adult Programs Main	10	105	-	3,927	1,259	2,668	212%
Adult Programs Carlson	9	98	-	1,345	797	548	69%
Adult Programs Northport		36	-	516	183	333	182%
Teen Programs Main	-	2	20	256	298	(42)	-14%
Teen Programs Carlson	3	44	30	471	734	(263)	-36%
Teen Programs Northport	-	-	15	180	253	(73)	-29%
Childrens Programs Main	14	316	311	5,625	5,609	16	0%
Childrens Programs Carlson	5	290	147	2,496	2,548	(52)	-2%
Childrens Programs Northport	5	181	69	1,394	1,454	(60)	-4%
Community Engagement	-	-		5,033	498	4,535	911%
Outreach Department	1	38	54	608	519	89	17%
Virtual Adult	1	15	46	1,678	2,686	(1,008)	-38%
Virtual Teen	1	16	15	90	22	68	309%
Virtual Childrens	9	65	42	1,343	5,222	(3,879)	-74%
Total	58	1,206	749	24,962	22,082	2,880	13%

VOLUNTEER HOURS

Main	61	-	365	233	132	57%
Carlson	41	-	211	90	121	134%
Outreach	92	-	440	208	232	112%
Northport	-	-	-	-		
Total	194	-	1,016	531	485	91%

INTERNET SIGNUP

Main	1,814	-	20,391	18,927	1,464	8%
Carlson	1,229	-	14,459	12,147	2,312	19%
Northport	319	-	4,128	2,671	1,457	55%
Total	3,362	-	38,978	33,745	5,233	16%

ELECTRONIC ACTIVITY

Web page hits	14,568	14,990	-3%	197,021	204,221	(7,200)	-4%
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2021 Circulation

	December 2021	December 2020	Increase/ Decrease	% CHANGE	2021 YTD	2020 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,309	1,411	898	63.64%	29,216	23,664	5,552	23.46%
Youth Nonfiction	1,060	662	398	60.12%	18,473	13,774	4,699	34.11%
Adult Fiction	4,987	2,235	2,752	123.13%	55,680	38,175	17,505	45.85%
Youth Fiction	2,617	1,638	979	59.77%	42,947	31,537	11,410	36.18%
Youth Reader	790	341	449	131.67%	13,257	9,684	3,573	36.90%
Youth Picture Books	2,549	836	1,713	204.90%	37,715	22,483	15,232	67.75%
Adult Magazines	81	71	10	14.08%	1,363	1,358	5	0.37%
Youth Magazines	6	1	5	500.00%	155	73	82	112.33%
Subtotal	14,399	7,195	7,204	100.13%	198,806	140,748	58,058	41.25%
OUTREACH								
Deposit	1,066	151	915	605.96%	9,255	3,719	5,536	148.86%
CARLSON								
Adult Nonfiction	612	387	225	58.14%	9,400	7,571	1,829	24.16%
Youth Nonfiction	652	314	338	107.64%	12,262	8,930	3,332	37.31%
Adult Fiction	2,420	1,290	1,130	87.60%	33,748	25,533	8,215	32.17%
Youth Fiction	1,993	842	1,151	136.70%	29,182	20,680	8,502	41.11%
Youth Readers	932	225	707	314.22%	16,386	8,723	7,663	87.85%
Youth Picture Books	2,459	417	2,042	489.69%	35,862	20,171	15,691	77.79%
Adult Magazines	74	12	62	516.67%	918	910	8	0.88%
Youth Magazines	17	1	16	1600.00%	145	54	91	168.52%
Subtotal	9,159	3,488	5,671	162.59%	137,903	92,572	45,331	48.97%
NORTHPORT								
Adult Nonfiction	207	127	80	62.99%	3,251	2,785	466	16.73%
Youth Nonfiction	170	124	46	37.10%	3,423	2,348	1,075	45.78%
Adult Fiction	809	432	377	87.27%	10,918	8,256	2,662	32.24%
Youth Fiction	254	256	(2)	-0.78%	5,490	4,298	1,192	27.73%
Youth Readers	149	140	9	6.43%	3,454	3,106	348	11.20%
Youth Picture Books	465	163	302	185.28%	6,636	4,777	1,859	38.92%
Adult Magazines	13	5	8	160.00%	289	302	(13)	-4.30%
Youth Magazines	3	-	3		13	46	(33)	-71.74%
Subtotal	2,070	1,247	823	66.00%	33,474	25,918	7,556	29.15%
TOTAL PRINT	26,694	12,081	14,613	120.96%	379,438	262,957	116,481	44.30%

2021 Circulation

NONPRINT

OverDrive	15,428	14,596	832	5.70%	179,527	163,685	15,842	9.68%
Zinio	-	880	(880)	-100.00%	2,813	11,298	(8,485)	-75.10%
Childrens Devices	9	3	6	200.00%	122	71	51	71.83%
Hoopla	2,021	2,251	(230)	-10.22%	25,876	26,298	(422)	-1.60%
RB Digital	-	89	(89)	-100.00%	-	4,331	(4,331)	-100.00%
Subtotal	17,458	17,819	(361)	-2.03%	208,338	205,683	2,655	1.29%

MAIN

Adult DVD's	3,338	874	2,464	281.92%	33,582	31,176	2,406	7.72%
Youth DVD's	304	120	184	153.33%	3,817	3,931	(114)	-2.90%
Video Games	207	78	129	165.38%	2,330	1,768	562	31.79%
Adult CD's	469	141	328	232.62%	5,844	4,552	1,292	28.38%
Youth CD's	52	28	24	85.71%	761	512	249	48.63%
Adult Books on CD	204	131	73	55.73%	2,541	2,530	11	0.43%
Youth Books on CD	94	63	31	49.21%	1,921	1,752	169	9.65%
Kits	116	63	53	84.13%	1,194	945	249	26.35%
Subtotal	4,784	1,498	3,286	219.36%	51,990	47,166	4,824	10.23%

CARLSON

Adult DVD's	1,516	659	857	130.05%	17,660	17,547	113	0.64%
Youth DVD's	420	125	295	236.00%	6,017	3,832	2,185	57.02%
Video Games	174	72	102	141.67%	2,312	1,604	708	44.14%
Adult CD's	200	99	101	102.02%	3,225	2,480	745	30.04%
Youth CD's	46	30	16	53.33%	845	539	306	56.77%
Adult Books on CD	117	83	34	40.96%	1,748	1,607	141	8.77%
Youth Books on CD	167	94	73	77.66%	2,153	1,864	289	15.50%
Kits	96	24	72	300.00%	1,210	472	738	156.36%
Subtotal	2,736	1,186	1,550	130.69%	35,170	29,945	5,225	17.45%

NORTHPORT

Adult DVD's	794	335	459	137.01%	9,640	8,646	994	11.50%
Youth DVD's	101	51	50	98.04%	1,264	1,190	74	6.22%
Video Games	46	15	31	206.67%	588	456	132	28.95%
Adult CD's	150	49	101	206.12%	1,628	1,346	282	20.95%
Youth CD's	19	23	(4)	-17.39%	148	144	4	2.78%
Adult Books on CD	16	25	(9)	-36.00%	440	429	11	2.56%
Youth Books on CD	24	40	(16)	-40.00%	593	572	21	3.67%
Kits	47	6	41	683.33%	330	64	266	415.63%
Subtotal	1,197	544	653	120.04%	14,631	12,847	1,784	13.89%

TOTAL NONPRINT

26,175	21,047	5,128	24.36%	310,129	295,641	14,488	4.90%
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INTERLIBRARY LOAN

Borrowed	150	123	27	21.95%	2,099	1,358	741	54.57%
Loaned	264	249	15	6.02%	3,749	2,602	1,147	44.08%
Subtotal	414	372	42	11.29%	5,848	3,960	1,888	47.68%

RENEWALS

12,358	11,808	550	4.66%	153,910	129,814	24,096	18.56%
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TOTAL CIRCULATION

65,641	45,308	20,333	44.88%	849,325	692,372	156,953	22.67%
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Library Use 2019 - 2021

New Registrations: 378
 Approx. Registered Patrons: 28,494

ATTENDANCE	December 2021	December 2019	% CHANGE	2021 YTD	2019 YTD	Diff.	% CHANGE
Door Count Main	11,456	17,435	-34%	139,105	240,063	(100,958)	-42%
Door Count Carlson	7,979	10,347	-23%	100,419	173,452	(73,033)	-42%
Door Count Northport	3,680	5,449	-32%	45,840	72,577	(26,737)	-37%
Outreach	401	416	-4%	3,113	5,849	(2,736)	-47%
Total	23,516	33,647	-30%	288,477	491,941	(203,464)	-41%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance				
Adult Programs Main	10	105	129	-19%	3,927	5,872	(1,945) -33%
Adult Programs Carlson	9	98	144	-32%	1,345	523	822 157%
Adult Programs Northport		36	24	50%	516	61	455 746%
Teen Programs Main	-	2	13	-85%	256	180	76 42%
Teen Programs Carlson	3	44	18	144%	471	224	247 110%
Teen Programs Northport	-	-	-		180	102	78 76%
Childrens Programs Main	14	316	891	-65%	5,625	12,890	(7,265) -56%
Childrens Programs Carlson	5	290	421	-31%	2,496	6,579	(4,083) -62%
Childrens Programs Northport	5	181	269	-33%	1,394	3,544	(2,150) -61%
Community Engagement	-	-	39	-100%	5,033	2,425	2,608 108%
Outreach Department	1	38	75	-49%	608	1,118	(510) -46%
Virtual Adult	1	15	-		1,678	-	1,678
Virtual Teen	1	16	-		90	-	90
Virtual Childrens	9	65	-		1,343	-	1,343
Total	58	1,206	2,023	-40%	24,962	33,518	(8,556) -26%

VOLUNTEER HOURS

Main	61	83	-27%	365	1,229	(864)	-70%
Carlson	41	36	14%	211	437	(226)	-52%
Outreach	92	91	1%	440	1,076	(636)	-59%
Northport	-	-		-	-		
Total	194	210	-8%	1,016	2,742	(1,726)	-63%

INTERNET SIGNUP

Main	1,814	3,254	-44%	20,391	44,100	(23,709)	-54%
Carlson	1,229	1,810	-32%	14,459	29,761	(15,302)	-51%
Northport	319	560	-43%	4,128	8,904	(4,776)	-54%
Total	3,362	5,624	-40%	38,978	82,765	(43,787)	-53%

ELECTRONIC ACTIVITY

Web page hits	14,568	20,543	-29%	197,021	247,566	(50,545)	-20%
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2019 - 2021 Circulation

	December 2021	December 2019	Increase/ Decrease	% CHANGE	2021 YTD	2019 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,309	2,652	(343)	-12.93%	29,216	41,116	(11,900)	-28.94%
Youth Nonfiction	1,060	1,220	(160)	-13.11%	18,473	22,118	(3,645)	-16.48%
Adult Fiction	4,987	5,032	(45)	-0.89%	55,680	70,474	(14,794)	-20.99%
Youth Fiction	2,617	2,808	(191)	-6.80%	42,947	46,296	(3,349)	-7.23%
Youth Reader	790	847	(57)	-6.73%	13,257	17,331	(4,074)	-23.51%
Youth Picture Books	2,549	2,331	218	9.35%	37,715	41,151	(3,436)	-8.35%
Adult Magazines	81	174	(93)	-53.45%	1,363	2,014	(651)	-32.32%
Youth Magazines	6	7	(1)	-14.29%	155	228	(73)	-32.02%
Adult Paperbacks	-	-	-		-	766	(766)	-100.00%
Subtotal	14,399	15,071	(672)	-4.46%	198,806	241,494	(42,688)	-17.68%
OUTREACH								
Deposit	1,066	1,138	(72)	-6.33%	9,255	15,470	(6,215)	-40.17%
CARLSON								
Adult Nonfiction	612	769	(157)	-20.42%	9,400	13,320	(3,920)	-29.43%
Youth Nonfiction	652	789	(137)	-17.36%	12,262	14,379	(2,117)	-14.72%
Adult Fiction	2,420	2,875	(455)	-15.83%	33,748	43,226	(9,478)	-21.93%
Youth Fiction	1,993	2,157	(164)	-7.60%	29,182	33,803	(4,621)	-13.67%
Youth Readers	932	809	123	15.20%	16,386	15,867	519	3.27%
Youth Picture Books	2,459	1,942	517	26.62%	35,862	36,497	(635)	-1.74%
Adult Magazines	74	86	(12)	-13.95%	918	2,117	(1,199)	-56.64%
Youth Magazines	17	17	-	0.00%	145	487	(342)	-70.23%
Adult Paperbacks	-	-	-		-	4,728	(4,728)	-100.00%
Subtotal	9,159	9,444	(285)	-3.02%	137,903	164,424	(26,521)	-16.13%
NORTHPORT								
Adult Nonfiction	207	323	(116)	-35.91%	3,251	4,483	(1,232)	-27.48%
Youth Nonfiction	170	325	(155)	-47.69%	3,423	4,349	(926)	-21.29%
Adult Fiction	809	918	(109)	-11.87%	10,918	13,262	(2,344)	-17.67%
Youth Fiction	254	527	(273)	-51.80%	5,490	7,648	(2,158)	-28.22%
Youth Readers	149	327	(178)	-54.43%	3,454	5,869	(2,415)	-41.15%
Youth Picture Books	465	550	(85)	-15.45%	6,636	11,102	(4,466)	-40.23%
Adult Magazines	13	23	(10)	-43.48%	289	478	(189)	-39.54%
Youth Magazines	3	4	(1)	-25.00%	13	111	(98)	-88.29%
Adult Paperbacks	-	-	-		-	1,574	(1,574)	-100.00%
Subtotal	2,070	2,997	(927)	-30.93%	33,474	48,876	(15,402)	-31.51%
TOTAL PRINT	26,694	28,650	(1,956)	-6.83%	379,438	470,264	(90,826)	-19.31%

2019 - 2021 Circulation

NONPRINT

Overdrive/Electronic

Books	15,428	11,834	3,594	30.37%	179,527	128,429	51,098	39.79%
Zinio Checkouts	-	729	(729)	-100.00%	2,813	10,695	(7,882)	-73.70%
Childrens Devices	9	11	(2)	-18.18%	122	218	(96)	-44.04%
Hoopla	2,021	1,421	600	42.22%	25,876	16,683	9,193	55.10%
RB Digital	-	172	(172)	-100.00%	-	1,774	(1,774)	-100.00%
Subtotal	17,458	14,167	3,291	23.23%	208,338	157,799	50,539	32.03%

MAIN

Adult DVD's	3,338	5,111	(1,773)	-34.69%	33,582	64,398	(30,816)	-47.85%
Youth DVD's	304	665	(361)	-54.29%	3,817	10,798	(6,981)	-64.65%
Video Games	207	245	(38)	-15.51%	2,330	3,272	(942)	-28.79%
Adult CD's	469	922	(453)	-49.13%	5,844	10,675	(4,831)	-45.26%
Youth CD's	52	62	(10)	-16.13%	761	1,270	(509)	-40.08%
Adult Books on CD	204	351	(147)	-41.88%	2,541	5,263	(2,722)	-51.72%
Youth Books on CD	94	180	(86)	-47.78%	1,921	3,427	(1,506)	-43.95%
Kits	116	157	(41)	-26.11%	1,194	2,237	(1,043)	-46.62%
Subtotal	4,784	7,693	(2,909)	-37.81%	51,990	101,340	(49,350)	-48.70%

CARLSON

Adult DVD's	1,516	2,790	(1,274)	-45.66%	17,660	34,708	(17,048)	-49.12%
Youth DVD's	420	496	(76)	-15.32%	6,017	10,452	(4,435)	-42.43%
Video Games	174	248	(74)	-29.84%	2,312	3,297	(985)	-29.88%
Adult CD's	200	399	(199)	-49.87%	3,225	5,693	(2,468)	-43.35%
Youth CD's	46	73	(27)	-36.99%	845	1,214	(369)	-30.40%
Adult Books on CD	117	221	(104)	-47.06%	1,748	3,726	(1,978)	-53.09%
Youth Books on CD	167	153	14	9.15%	2,153	3,041	(888)	-29.20%
Kits	96	90	6	6.67%	1,210	814	396	48.65%
Subtotal	2,736	4,470	(1,734)	-38.79%	35,170	62,945	(27,775)	-44.13%

NORTHPORT

Adult DVD's	794	1,544	(750)	-48.58%	9,640	19,808	(10,168)	-51.33%
Youth DVD's	101	225	(124)	-55.11%	1,264	3,252	(1,988)	-61.13%
Video Games	46	80	(34)	-42.50%	588	869	(281)	-32.34%
Adult CD's	150	212	(62)	-29.25%	1,628	3,181	(1,553)	-48.82%
Youth CD's	19	29	(10)	-34.48%	148	343	(195)	-56.85%
Adult Books on CD	16	45	(29)	-64.44%	440	968	(528)	-54.55%
Youth Books on CD	24	64	(40)	-62.50%	593	1,029	(436)	-42.37%
Kits	47	8	39	487.50%	330	159	171	107.55%
Subtotal	1,197	2,207	(1,010)	-45.76%	14,631	29,609	(14,978)	-50.59%

TOTAL NONPRINT

26,175	28,537	(2,362)	-8.28%	310,129	351,693	(41,564)	-11.82%
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INTERLIBRARY LOAN

Borrowed	150	248	(98)	-39.52%	2,099	3,063	(964)	-31.47%
Loaned	264	341	(77)	-22.58%	3,749	4,651	(902)	-19.39%
Subtotal	414	589	(175)	-29.71%	5,848	7,714	(1,866)	-24.19%

RENEWALS

12,358	18,064	(5,706)	-31.59%	153,910	217,494	(63,584)	-29.23%
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TOTAL CIRCULATION

65,641	75,840	(10,199)	-13.45%	849,325	1,047,165	(197,840)	-18.89%
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2021 Donation Summary

[illegible]

Fargo Public Library 2021 Total Expenses
100% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2021

Account	Budget Line	Total YTD	Total Encumbrances	Total YTD Expenses + Encumbrances	Total Budget	%	Over/(Under)
Full time staff	11-00	\$ 2,108,652	\$ -	\$ 2,108,652	\$ 2,085,578	101.11%	\$ 23,074.33
Full time overtime	11-01	\$ 123	\$ -	\$ 123	\$ -		\$ 123.02
Full time banked sick	11-02	\$ 17,604	\$ -	\$ 17,604	\$ 15,000	117.36%	\$ 2,604.29
Part time w/benefits	13-00	\$ 468,887	\$ -	\$ 468,887	\$ 453,334	103.43%	\$ 15,552.58
Part time w/benefits overtime		\$ 26	\$ -	\$ 26	\$ -		\$ 26.14
Part time banked sick		\$ 256	\$ -	\$ 256	\$ 1,000		\$ (744.10)
Part time seasonal no benefits	14-00	\$ 48,612	\$ -	\$ 48,612	\$ 40,000	121.53%	\$ 8,611.52
Health insurance	20-01	\$ 292,254	\$ -	\$ 292,254	\$ 282,117	103.59%	\$ 10,136.78
Dental insurance	20-03	\$ 19,085	\$ -	\$ 19,085	\$ 20,678	92.29%	\$ (1,593.49)
Long Term Disability	20-04	\$ 5,444	\$ -	\$ 5,444	\$ 5,375	101.28%	\$ 69.03
Auto Allowance	20-05	\$ 890	\$ -	\$ 890	\$ 900	98.90%	\$ (9.89)
FICA 6.2%	21-01	\$ 154,131	\$ -	\$ 154,131	\$ 151,204	101.94%	\$ 2,926.76
Medicare 1.45%	21-02	\$ 36,167	\$ -	\$ 36,167	\$ 35,489	101.91%	\$ 678.18
City Pension	22-01	\$ 41,476	\$ -	\$ 41,476	\$ 41,975	98.81%	\$ (498.59)
NDPERS Pension	22-04	\$ 164,810	\$ -	\$ 164,810	\$ 164,789	100.01%	\$ 21.30
NDPERS & City Pension	22-05	\$ 5,792	\$ -	\$ 5,792	\$ 5,857	98.88%	\$ (65.41)
Actuarial Contributions	22-06	\$ 112,576	\$ -	\$ 112,576	\$ 112,576	100.00%	\$ -
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -
Life Insurance	26-00	\$ 933	\$ -	\$ 933	\$ 800	116.67%	\$ 133.39
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Security Services	38-61	\$ 101,859	\$ -	\$ 101,859	\$ 130,229	78.22%	\$ (28,369.74)
Other Services	38-99	\$ 13,819	\$ 2,378	\$ 16,197	\$ 16,500	98.16%	\$ (303.31)
Water Sewer	41-05	\$ 5,988	\$ -	\$ 5,988	\$ 5,000	119.76%	\$ 988.04
General equip repair	43-20	\$ (1)	\$ -	\$ (1)	\$ 3,000	-0.05%	\$ (3,001.39)
General equip repair (computer)	43-21	\$ 22,896	\$ -	\$ 22,896	\$ 31,766	72.08%	\$ (8,870.14)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 60,650	\$ 4,389	\$ 65,039	\$ 40,100	162.19%	\$ 24,938.99
Land and building rent	44-10	\$ 68,768	\$ -	\$ 68,768	\$ 74,000	92.93%	\$ (5,232.25)
Property insurance	52-10	\$ 17,793	\$ -	\$ 17,793	\$ 12,065	147.47%	\$ 5,727.77
Automobile liability	52-20	\$ 274	\$ -	\$ 274	\$ 265	103.40%	\$ 9.00
General liability	52-30	\$ 11,741	\$ -	\$ 11,741	\$ 9,225	127.27%	\$ 2,515.50
Cellular phone service	53-20	\$ 3,935	\$ -	\$ 3,935	\$ 4,300	91.51%	\$ (365.22)
Other communications	53-60	\$ 1,994	\$ -	\$ 1,994	\$ 1,000	199.37%	\$ 993.65
ILS Development	53-61	\$ 18,500	\$ -	\$ 18,500	\$ 46,150	40.09%	\$ (27,650.00)
Minutex/OCLC	53-62	\$ 19,484	\$ -	\$ 19,484	\$ 19,000	102.55%	\$ 483.69
Marketing	54-11	\$ 24,753	\$ -	\$ 24,753	\$ 27,000	91.68%	\$ (2,247.20)
In state travel	56-60	\$ 2,053	\$ -	\$ 2,053	\$ 3,500	58.65%	\$ (1,447.15)
Out of state travel	57-60	\$ -	\$ -	\$ -	\$ 5,000	0.00%	\$ (5,000.00)
Due & membership in state	59-10	\$ 1,636	\$ -	\$ 1,636	\$ 1,700	96.25%	\$ (63.75)
Dues/membership out state	59-11	\$ 2,075	\$ -	\$ 2,075	\$ 1,500	138.33%	\$ 575.00
Seminar & conf in state	59-20	\$ 2,170	\$ -	\$ 2,170	\$ 2,500	86.81%	\$ (329.85)
Seminar & conf out state	59-21	\$ 219	\$ -	\$ 219	\$ 2,500	8.76%	\$ (2,281.00)
Office supplies	61-10	\$ 23,245	\$ -	\$ 23,245	\$ 30,000	77.48%	\$ (6,755.31)
Medical supplies	61-20	\$ 301	\$ -	\$ 301	\$ 600	50.18%	\$ (298.91)
General supplies	61-40	\$ 35,963	\$ -	\$ 35,963	\$ 13,500	266.40%	\$ 22,463.40
Program materials	61-43	\$ 32,188	\$ 200	\$ 32,388	\$ 36,000	89.97%	\$ (3,612.05)
Materials Processing	61-44	\$ 52,883	\$ -	\$ 52,883	\$ 64,569	81.90%	\$ (11,685.70)
Postage	61-50	\$ 5,174	\$ -	\$ 5,174	\$ 12,300	42.07%	\$ (7,125.74)
Books & periodicals	61-70	\$ 659,678	\$ -	\$ 659,678	\$ 724,454	91.06%	\$ (64,775.78)
Gasoline		\$ 349	\$ -	\$ 349	\$ 439	79.47%	\$ (90.11)
Natural gas	62-50	\$ 36,671	\$ -	\$ 36,671	\$ 40,900	89.66%	\$ (4,229.08)
Electricity	62-51	\$ 99,308	\$ -	\$ 99,308	\$ 128,325	77.39%	\$ (29,016.60)
Miscellaneous	68-10	\$ 1,661	\$ -	\$ 1,661	\$ 2,000	83.07%	\$ (338.65)
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ 100	0.00%	\$ (100.00)
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 4,805,745	\$ 6,966	\$ 4,812,711	\$ 4,908,159	98.06%	\$ (95,448)

Fargo Public Library 2021 Total Expenses

100% OF YEAR LAPSED

EXPENSE VS. BUDGET

2021

MAIN

Account	Budget Line	September	October	November	December	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 127,509	\$ 127,897	\$ 128,144	\$ 216,858	\$ 1,657,135		\$ 1,665,812	99%
Full time overtime	11-01	\$ (25)				\$ 123			
Full Time banked sick	11-02				\$ 14,167	\$ 14,167		\$ 12,000	118%
Part time w/benefits	13-00	\$ 23,677	\$ 23,652	\$ 23,846	\$ 44,826	\$ 320,184		\$ 301,693	106%
Part time w/benefits overtime		\$ 9			\$ 8	\$ 26			
Part Time Banked Sick	13-02				\$ 256	\$ 256		\$ 1,000	26%
Part time seasonal no benefits	14-00	\$ 2,676	\$ 2,877	\$ 2,655	\$ 4,572	\$ 38,638		\$ 30,800	125%
Health insurance	20-01	\$ 17,622	\$ 17,647	\$ 17,647	\$ 17,999	\$ 204,294		\$ 187,851	109%
Dental insurance	20-03	\$ 1,218	\$ 1,220	\$ 1,220	\$ 1,243	\$ 14,312		\$ 15,243	94%
Long Term Disability	20-04	\$ 334	\$ 352	\$ 351	\$ 532	\$ 4,257		\$ 4,162	102%
Auto Allowance	20-05	\$ 69	\$ 69	\$ 69	\$ 104	\$ 890		\$ 900	99%
FICA 6.2%	21-01	\$ 8,953	\$ 8,988	\$ 9,001	\$ 16,328	\$ 118,624		\$ 117,699	101%
Medicare 1.45%	21-02	\$ 2,094	\$ 2,102	\$ 2,105	\$ 3,939	\$ 27,863		\$ 27,653	101%
City Pension	22-01	\$ 2,000	\$ 2,001	\$ 2,002	\$ 2,986	\$ 25,699		\$ 25,990	99%
NDPERS Pension	22-04	\$ 10,271	\$ 10,322	\$ 10,356	\$ 15,680	\$ 132,438		\$ 134,095	99%
NDPERS & City Pension	22-05	\$ 451	\$ 451	\$ 451	\$ 674	\$ 5,792		\$ 5,857	99%
Actuarial Contributions	22-06					\$ 69,960		\$ 69,960	100%
Workers Comp	25-00					\$ -			
Life insurance	26-00	\$ 80			\$ 160	\$ 933		\$ 800	117%
Interpreters/ADA Compliance	33-29					\$ -		\$ 500	0%
Security Services	38-61	\$ 13,686	\$ 8,295	\$ 7,542	\$ 7,061	\$ 77,838		\$ 94,429	82%
Other Services	38-99	\$ 936	\$ 1,498	\$ 838	\$ 439	\$ 12,468	\$ 2,378	\$ 15,000	99%
Water Sewer	41-05					\$ -			
General equip repair	43-20					\$ (1)		\$ 3,000	0%
General equip repair (computer)	43-21	\$ 810	\$ 383	\$ 1,713	\$ 272	\$ 22,328		\$ 25,766	87%
General equip repair (vehicle)	43-22					\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 1,884	\$ 1,257	\$ 6,908	\$ 1,057	\$ 54,951	\$ 1,705	\$ 35,000	162%
Land and building rent	44-10					\$ -			
Property insurance	52-10	\$ 2,517			\$ 3,522	\$ 13,477		\$ 9,010	150%
Automobile liability	52-20				\$ 274	\$ 274		\$ 265	103%
General liability	52-30				\$ 1,888	\$ 11,741		\$ 9,225	127%
Cellular phone service	53-20	\$ 360	\$ 718		\$ 359	\$ 3,935		\$ 4,300	92%
Other communications	53-60	\$ 200	\$ 401		\$ 200	\$ 1,994		\$ 1,000	199%
ILS Development	53-61				\$ 1,000	\$ 18,500		\$ 46,150	40%
Minitex/OCLC	53-62	\$ 776				\$ 19,484		\$ 19,000	103%
Marketing	54-11	\$ 2,096	\$ 2,860	\$ 6,046	\$ 1,036	\$ 24,753		\$ 27,000	92%
In state travel	56-60	\$ 156	\$ 615	\$ 72	\$ 216	\$ 2,053		\$ 3,500	59%
Out of state travel	57-60					\$ -		\$ 5,000	0%
Due & membership in state	59-10	\$ 330				\$ 1,636		\$ 1,700	96%
Dues/membership out state	59-11	\$ 228	\$ 228			\$ 2,075		\$ 1,500	138%
Seminar & conf in state	59-20	\$ 280	\$ 160			\$ 2,170		\$ 2,500	87%
Seminar & conf out state	59-21			\$ 50		\$ 219		\$ 2,500	9%
Office supplies	61-10	\$ 1,198	\$ 542	\$ 1,494	\$ 950	\$ 15,320		\$ 20,000	77%
Medical supplies	61-20				\$ 18	\$ 51		\$ 600	8%
General supplies	61-40	\$ 608	\$ 10,264	\$ 9,817	\$ 46	\$ 25,520		\$ 7,500	340%
Program materials	61-43	\$ 949	\$ 2,993	\$ 2,538	\$ 4,678	\$ 32,188	\$ 200	\$ 36,000	90%
Materials Processing	61-44	\$ 3,597	\$ 6,608	\$ 4,423	\$ 976	\$ 52,883		\$ 64,569	82%
Postage	61-50	\$ 24	\$ 21	\$ 5,017		\$ 5,174		\$ 10,000	52%
Books & periodicals	61-70	\$ 31,907	\$ 40,134	\$ 43,289	\$ 31,740	\$ 493,641	\$ -	\$ 526,939	94%
Gasoline	62-10	\$ 30	\$ 32	\$ 47	\$ 28	\$ 349		\$ 439	79%
Natural gas	62-50	\$ 1,697	\$ 2,047		\$ 6,710	\$ 22,704		\$ 24,000	95%
Electricity	62-51	\$ 8,603	\$ 8,370		\$ 8,281	\$ 68,054		\$ 90,000	76%
Miscellaneous	68-10	\$ 4	\$ (3)	\$ 218	\$ (0)	\$ 1,661		\$ 2,000	83%
Safety compliance	68-50					\$ -		\$ 100	0%
Bad Debt						\$ -			
Capital Outlay - Machinery & Equipment						\$ -			
Capital Outlay - Computer Software						\$ -			
Capital Outlay - Vehicles	74-20					\$ -			
		\$ 269,810	\$ 285,000	\$ 287,859	\$ 411,081	\$ 3,623,029	\$ 4,282	\$ 3,691,007	98.27%

Fargo Public Library 2021 Total Expenses

100% OF YEAR LAPSED

EXPENSE VS. BUDGET

2021

CARLSON

Account	Budget Line	September	October	November	December	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 27,226	\$ 27,109	\$ 27,092	\$ 46,581	\$ 345,891		\$ 312,605	111%
Full time overtime	11-01					\$ -			
Full Time Banked Sick	11-02				\$ 3,437	\$ 3,437		\$ 3,000	115%
Part time w/benefits	13-00	\$ 7,219	\$ 6,082	\$ 6,193	\$ 10,617	\$ 88,476		\$ 118,755	75%
Part time w/benefits overtime						\$ -			
Part Time Banked Sick	13-02					\$ -			
Part time seasonal no benefits	14-00	\$ 831	\$ 879	\$ 840	\$ 1,224	\$ 9,973		\$ 9,200	108%
Health insurance	20-01	\$ 5,574	\$ 5,579	\$ 5,508	\$ 5,525	\$ 63,786		\$ 70,375	91%
Dental insurance	20-03	\$ 310	\$ 310	\$ 306	\$ 306	\$ 3,496		\$ 4,109	85%
Long Term Disability	20-04	\$ 71	\$ 68	\$ 69	\$ 103	\$ 865		\$ 919	94%
Auto Allowance	20-05					\$ -			
FICA 6.2%	21-01	\$ 2,024	\$ 1,948	\$ 1,956	\$ 3,705	\$ 25,887		\$ 25,455	102%
Medicare 1.45%	21-02	\$ 473	\$ 456	\$ 457	\$ 867	\$ 6,054		\$ 5,953	102%
City Pension	22-01	\$ 1,229	\$ 1,231	\$ 1,231	\$ 1,837	\$ 15,777		\$ 15,985	99%
NDPERS Pension	22-04	\$ 1,564	\$ 1,470	\$ 1,478	\$ 2,126	\$ 18,900		\$ 19,126	99%
NDPERS & City Pension	22-05					\$ -			
Actuarial Contributions	22-06					\$ 42,616		\$ 42,616	100%
Workers Comp	25-00					\$ -			
Life Insurance	26-00					\$ -			
Interpreters/ADA Compliance	33-29					\$ -		\$ 500	0%
Security Services	38-61	\$ 4,348	\$ 3,070	\$ 2,682	\$ 2,513	\$ 24,021		\$ 35,800	67%
Other Services	38-99	\$ 24	\$ 349	\$ 24		\$ 967		\$ 1,000	97%
Water Sewer	41-05			\$ 2,817	\$ 231	\$ 3,048		\$ 3,000	102%
General equip repair	43-20					\$ -			
General equip repair (computer)	43-21					\$ 568		\$ 6,000	9%
General equip repair (vehicle)	43-22					\$ -			
Maintenance service	43-50	\$ 377	\$ 411	\$ 256	\$ 304	\$ 3,645	\$ 2,310	\$ 3,000	199%
Land and building rent	44-10					\$ -			
Property insurance	52-10	\$ 1,050			\$ 1,472	\$ 3,813		\$ 2,705	141%
Automobile liability	52-20					\$ -			
General liability	52-30					\$ -			
Cellular phone service	53-20					\$ -			
Other communications	53-60					\$ -			
ILS Development	53-61					\$ -			
Minitex/OCLC	53-62					\$ -			
Marketing	54-11					\$ -			
In state travel	56-60					\$ -			
Out of state travel	57-60					\$ -			
Due & membership in state	59-10					\$ -			
Dues/membership out state	59-11					\$ -			
Seminar & conf in state	59-20					\$ -			
Seminar & conf out state	59-21					\$ -			
Office supplies	61-10	\$ 178	\$ 441	\$ 600	\$ 767	\$ 5,799		\$ 7,000	83%
Medical supplies	61-20					\$ -			
General supplies	61-40	\$ 420	\$ 108	\$ 2,886	\$ 65	\$ 6,906		\$ 2,500	276%
Program materials	61-43					\$ -			
Materials Processing	61-44					\$ -			
Postage	61-50					\$ -		\$ 2,300	0%
Books & periodicals	61-70	\$ 9,957	\$ 10,030	\$ 12,609	\$ 4,057	\$ 111,020		\$ 132,890	84%
Gasoline						\$ -			
Natural gas	62-50	\$ 1,897	\$ 1,489		\$ 1,034	\$ 12,536		\$ 15,000	84%
Electricity	62-51	\$ 5,056	\$ 3,524		\$ (8,225)	\$ 23,989		\$ 30,450	79%
Miscellaneous	68-10					\$ -			
Safety compliance	68-50					\$ -			
Bad Debt						\$ -			
Capital Outlay - Equipment						\$ -			
Capital Outlay - Computer Software						\$ -			
Capital Outlay - Vehicles	74-20					\$ -			
		\$ 69,827	\$ 64,554	\$ 67,005	\$ 78,544	\$ 821,475	\$ 2,310	\$ 870,243	94.7%

Fargo Public Library 2021 Total Expenses

100% OF YEAR LAPSED

EXPENSE VS. BUDGET

2021

NORTHPORT

Account	Budget Line	September	October	November	December	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 7,959	\$ 8,143	\$ 8,159	\$ 14,134	\$ 105,626		\$ 107,161	99%
Full time overtime	11-01					\$ -			
Full time banked sick	11-02								
Part time w/benefits	13-00	\$ 4,792	\$ 4,984	\$ 4,918	\$ 8,859	\$ 60,227		\$ 32,886	183%
Part time w/benefits overtime						\$ -			
Part time banked sick						\$ -			
Part time seasonal no benefits	14-00					\$ -			
Health insurance	20-01	\$ 2,059	\$ 2,029	\$ 2,100	\$ 2,069	\$ 24,174		\$ 23,891	101%
Dental insurance	20-03	\$ 109	\$ 107	\$ 111	\$ 109	\$ 1,276		\$ 1,326	96%
Long Term Disability	20-04	\$ 25	\$ 26	\$ 26	\$ 40	\$ 322		\$ 294	109%
Auto Allowance	20-05					\$ -			
FICA 6.2%	21-01	\$ 732	\$ 758	\$ 752	\$ 1,368	\$ 9,619		\$ 8,050	119%
Medicare 1.45%	21-02	\$ 171	\$ 177	\$ 176	\$ 320	\$ 2,250		\$ 1,883	119%
City Pension	22-01					\$ -			
NDPERS Pension	22-04	\$ 1,053	\$ 1,084	\$ 1,080	\$ 1,651	\$ 13,472		\$ 11,568	116%
NDPERS & City Pension	22-05					\$ -			
Actuarial Contributions	22-06					\$ -			
Workers Comp	25-00					\$ -			
Life insurance	26-00					\$ -			
Interpreters/ADA Compliance	33-29					\$ -			
Security Services	38-61					\$ -			
Other Services	38-99		\$ 288	\$ 24		\$ 384		\$ 500	77%
Water Sewer	41-05			\$ 2,414	\$ 526	\$ 2,941		\$ 2,000	147%
General equip repair	43-20					\$ -			
General equip repair (computer)	43-21					\$ -			
General equip repair (vehicle)	43-22					\$ -			
Maintenance service	43-50	\$ 187	\$ 187	\$ 187	\$ 187	\$ 2,054	\$ 374	\$ 2,100	116%
Land and building rent	44-10	\$ 5,634	\$ 5,716	\$ 5,716		\$ 68,768		\$ 74,000	93%
Property insurance	52-10	\$ 139			\$ 194	\$ 503		\$ 350	144%
Automobile liability	52-20					\$ -			
General liability	52-30					\$ -			
Cellular phone service	53-20					\$ -			
Other communications	53-60					\$ -			
ILS Development	53-61					\$ -			
Minitex/OLLC	53-62					\$ -			
Marketing	54-11					\$ -			
In state travel	56-60					\$ -			
Out of state travel	57-60					\$ -			
Due & membership in state	59-10					\$ -			
Dues/membership out state	59-11					\$ -			
Seminar & conf in state	59-20					\$ -			
Seminar & conf out state	59-21					\$ -			
Office supplies	61-10	\$ 215	\$ 431	\$ 35	\$ 128	\$ 2,126		\$ 3,000	71%
Medical supplies	61-20			\$ 250		\$ 250			
General supplies	61-40	\$ 103	\$ 32		\$ 155	\$ 819		\$ 3,500	23%
Program materials	61-43					\$ -			
Materials Processing	61-44					\$ -			
Postage	61-50					\$ -			
Books & periodicals	61-70	\$ 4,073	\$ 5,496	\$ 8,262	\$ 1,347	\$ 55,017		\$ 64,625	85%
Gasoline						\$ -			
Natural gas	62-50	\$ 31	\$ 31		\$ 387	\$ 1,431		\$ 1,900	75%
Electricity	62-51	\$ 702	\$ 634		\$ 665	\$ 7,265		\$ 7,875	92%
Miscellaneous	68-10					\$ -			
Safety compliance	68-50					\$ -			
Bad Debt						\$ -			
Capital Outlay - Equipment						\$ -			
Capital Outlay - Computer Software						\$ -			
Capital Outlay - Vehicles	74-20					\$ -			
		\$ 27,985	\$ 30,123	\$ 34,210	\$ 32,140	\$ 358,523	\$ 374	\$ 346,909	103.46%

December 2021

37.00	418.26	2.00	40.00	40.00	131.71	1.11	663.86	18.00	79.77	13.29	.	.	88.07	.	172.55	2.00	6.99	.	.	.	17.80	.	26.79
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