

Fargo Public Library Board of Directors
Agenda for Tuesday April 21, 2026
4:00p.m.
Fargo City Commission Chambers
225 4th St North
Fargo, ND 58102

1. Approve Order of the Agenda **Action**
2. Minutes of the March 17 Meeting **Action**
3. Staff Report- Megan Lass
4. Director's Report
5. Unfinished Business
 - A. None
6. New Business
 - A. Coffee Space Repurposing Project Update **Action**
 - B. 2027 Library Budget **Action**
 - C. Library Board Letter to City Leaders **Action**
 - D. Reference 7 Information Services Policy Draft **Action**
7. Statistical Reports
 - A. March Usage
 - B. March Financials
8. Friends of the Library Report
9. Next Regular Meeting: May 19
10. Public Comment
11. Adjourn

**Fargo Public Library Board
Minutes for Tuesday, March 17, 2026
Fargo City Commission Chambers
225 4th Street North, Fargo, ND 58102**

Board Members Present: Amy Ouren, Hannah James (online), Jenna Reno, Kristen Schipper (online), Paul Jensen (online) and Wanda Mengelkoch

Board Members Absent: John Rodenbiker

Staff: Tim Dirks, Cindy Haff, Megan Lass, Jenilee Kanenwisher

President Amy Ouren called the meeting to order at 4:00 p.m. A quorum was met.

Order of the Agenda

Wanda Mengelkoch moved to approve the order of the agenda; Jenna Reno seconded the motion. The motion carried.

Minutes of the December 16 Regular Meeting

Jenna Reno moved to approve the minutes of the December 16 Regular Meeting; Hannah James seconded the motion. The motion carried.

Staff Report

Megan Lass presented highlights of staff updates and events including:

- Staffing – 2 open positions, currently
- 125th Anniversary
 - Strong attendance at previous events
 - Final event is Mar 24, 6:30 (Main)
- Programming
 - Volunteer Fair, April 18 1-4 (Main)
 - James Bond Film Series, Saturdays 2pm (Main)
 - Seed Library opens Mar 23
 - Northern Focus entries open April 1
- The Librarians will show at the Fargo Theater this Thurs evening
 - Panel discussion on Friday at noon.
 - Tim Dirks will participate in the discussion

Director's Report

Director Tim Dirks highlighted the 2025 Impact Report which was sent out today to elected officials and library benefactors. Kudos to Melisa Duncan for her excellent work on creating this year's report.

Unfinished business

There was no unfinished business

New Business

- Dr. James Carlson Library Renovation Project & Funding
 - Motion made by Kristen Schipper, 2nd by Jenna Reno. Passed unanimously
 - Jenna Reno asked if the endowment principle would be our last resource for funding
 - Tim Dirks replied yes. Our first source will be the Capital Campaign
 - Jenna then asked about how the Distributions are determined from 2025.
 - Tim Dirks explained that they are determined after all \$'s from 2025 are complete
- Rules of Conduct Policy Draft
 - Motion made by Wanda Mengelkoch, 2nd by Paul Jensen. Passed unanimously
- Library Card Registration Form Draft
 - Motion made by Jenna Reno, 2nd by Paul Jensen. Passed unanimously
 - Jenna Reno asked if staff check a DVD's rating before allowing a child to check out
 - Tim Dirks replied that we let the parents decide (same as books)
- Statement of Concern
 - Collections Manager Jenilee Kanenwisher spoke explaining the Statement of Concern and the process the library followed
 - Director Dirks let the Board know that the person who summited the concern was ok with the recommending action
 - Motion made by Wanda Mengelkoch, 2nd by Hanna James. Passed unanimously
- 2025 Security Report
 - Lengthy discussion on the current security situation, where we've been and the ways we have tried to improve.
 - Paul Jensen recommended the Board submit a letter to the Mayor and Commission in support of the library and encouraging greater support in the area of security
 - Director Tim Dirks encouraged the Board to discuss it at next months' meeting in order to comply with Open Records Rules
 - It was agreed that Paul will gather pertinent details from Director Dirks and craft a letter which will be reviewed, discussed and finalized at next month's meeting
 - Amy Ouren encouraged the Board to share with the public the best ways to support the library in this endeavor.

Statistical Reports

February Usage

- Director Dirks noted that, while attendance was down, volunteer and programming numbers were strong

February Financials

- Director Dirks noted we are seeing the impact of the 2026 changes in our circulation numbers with Overdrive being lower this year. Overall, we've still seen a 16.96% growth over last year.
- With 17% of the year elapsed, we are at just under 15% of the budget spent. Revenue is just under \$6000 thru the end of February

Friends of the Library Report

- Michelle Anderson shared with the Board the Friend's enthusiasm to be leading this year's Capital Campaign for the renovations at Carlson
- She also shared some upcoming events:
 - April 23-25 will be the Spring Book Sale. This year it is a Crawl together with West Fargo and Moorhead Friends groups
 - May 17, the Friends will be participating in the Vintage Fair at Wild Terra

Public Comment

There was no public comment

Next Regular Meeting Tuesday, April 21 at 4pm in the Commission Chambers

The meeting adjourned at 4:40 pm

Respectfully submitted,
Cindy Haff

Staff Report
April 2026 Library Board Meeting

Staffing:

- Krista Aldrich has been promoted to the full time LAIII position in Outreach, her previous LAI position will be posted.
- Currently interviewing for Children's position and Technology Assistant position.
- There is currently one open LAI position open at the branches.

Community Engagement:

- **Lewis and Clark Family Fun Night**, May 14, 5:30pm
- **Spring Fling**, Rheault Farm, May 16, 1:00pm

Programming:

Upcoming Featured Events & Programs (for a full list of all upcoming activities, visit FargoLibrary.org):

Children

- **Sensory Storytime**, April 30, 10:00am – Carlson Library. Join us for an inclusive, sensory-friendly storytime presented by Anne Carlsen Early Intervention designed specifically for young children who benefit from a gentle, supportive environment. Families can expect a calm, flexible space where children are free to move, make noise, and participate in ways that feel comfortable for them. Sensory storytime is appropriate for ages 0 to 5 (siblings welcome!).

Teens

- **Decorate a Planter**, May 1 – Northport Library. Celebrate spring by decorating a terracotta pot, then put a plant in it to bring some of the spring inside. Pots and plants will be provided.
- **Take and Make: Marble Snails**, May 4 – Pick up the materials and all the supplies you need for the project, plus a link to a Discord server where you can ask questions, chat, and show off your project. Register for the location where you want to pick up your kit.

Adults

- **Author Visit with Patrick Springer, writer of *Untamed: the Story of the Wild Horses of Theodore Roosevelt National Park***, May 4, 6:30pm – Main Library. Join us as we welcome North Dakota author Patrick Springer for a presentation, book launch, and book signing for *Untamed: The Story of the Wild Horses of Theodore Roosevelt National Park*. A tale of survival, adaptation and independence, the book reveals their fascinating origin stories, with ancestors that include the horses surrendered by Sitting Bull's followers after their exile in Canada. Some of these war ponies were later purchased by historical figures like the Marquis de Mores and contributed to the stock of North Dakota horse ranches. Springer will discuss his research and how this book came to be. Copies of the books will be available for purchase at the event.
- **Craft Supply Swap**, May 9, 11:00am – Main Library. Free up some space or freshen up your stash at our craft supply swap! Drop off new or gently used craft supplies you no longer use at any FPL location starting Monday, April 27. The swap will be open to everyone at 11:00am, but those who donate items in advance will receive an early entry ticket for 10:00am! Suggested supplies include: fabric, sewing thread and notions, rubber stamps, scrapbooking items, craft kits, patterns, etc.

- **Beaded Suncatcher.** Create a sparkling beaded suncatcher that catches the light in your garden or window. All materials will be provided. Space is limited, registration is required and opens April 28.
 - May 12, 6:00pm – Northport Library
 - May 16, 10:00am – Carlson Library
- **Plant Swap,** May 18, 6:00pm – Carlson Library. This swap is an opportunity to share your love of plants for the home or garden with others. Participants are asked to bring in houseplants or garden plants to trade or share. These could be leftover garden plants, seed packets, divided perennials, divided houseplants, or propagated plants. If you don't have anything to bring, that's okay! Everyone will go home with something new.
- **Book Clubs:**
 - History, April 28 – *A History of the World in Six Plagues* by Edna Bonhomme
 - Tea Time, May 11 – *The Blue Hour* by Paula Hawkins
 - Diverse Perspectives, May 14 – *Interior Chinatown* by Charles Yu

Multigenerational

- **Earth Day Crafts,** April 22, 5:30pm – Carlson Library. Celebrate Earth Day with sustainable crafts! Come make a beeswax food wrap to pack your lunches or make a pinecone bird feeder to hang outside!
- **Spring Used Book Sale Crawl.** The Friends of the Fargo Public Library have teamed up with the other area Friends of the Library groups to bring you a metro-wide Used Book Sale Crawl.
 - Thursday, April 23: 10:00am – 7:30pm
 - Friday, April 24: 11:00am – 5:30pm
 - Saturday, April 25: 10:00am – 3:00pm

The Used Book Sale Crawl is also happening at both the Moorhead Public Library and the West Fargo Public Library; hours may vary.
- **Free Friday Movie,** May 8, 1:00pm – Carlson Library. Join us for a free movie and popcorn at the Dr. James Carlson Library. Adults must accompany children age 9 and younger. In May we'll be screening *Springsteen: Delivery Me from Nowhere*, rated PG-13.

FPL DIRECTOR'S REPORT

April 21, 2026

Director's Activities:

- 3.26.2026 Met with Signal of North Dakota Admin
- 3.30.2026 Attended City Cabinet Meeting
- 3.31.2026 Attended Employee Engagement Conversation
- 4.1.2026 Met with City Admin
- 4.6.2026 Attended City Finance Meeting
- 4.6.2026 Met with Liaison Commissioner
- 4.13.2026 Attended City Cabinet Meeting

Goal 1 Professional & Organizational:

- 3.18.2026 Provided Open Door Office Hours
- 3.24.26 Moderated Library Dept. Heads Meeting
- 3.25.2026 Provided Open Door Office Hours
- 3.31.2026 Moderated Library Dept. Heads Meeting
- 4.10.2026 Attended Adult Services Staff Meeting
- 4.14.2026 Moderated Library Dept. Heads Meeting
- 4.14.2026 Attended Children's Services Staff Meeting
- 4.21.2026 Moderated Library Dept. Heads

Goal 4 Partnering:

- 3.20.2026 Participated in a Panel Discussion per the Fargo Film Festival
- 3.27.2026 Attended North Dakota Library Coordinating Council Quarterly Meeting
- 4.6.2026 Attended Friends Carlson Capital Campaign Meeting
- 4.6.2026 Attended Tour of the new Moorhead Library

Goal 5 Infrastructure:

- 3.18.2026 Carlson Renovation Project Meeting
- 3.24.2026 Participated in Carlson Walk Through
- 3.26.2026 Carlson Renovation Project Meeting

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

What:

Coffee Space Re-purposing Funding Proposal

Explanation:

The quote for the re-purposing of the coffee space at Main came in at \$136,798.00. Our current budget is \$120,000.00. I'm requesting that we utilize the monies identified for the Carlson renovation project to make up the difference and complete the project to a total of \$17,000.00. Per my discussions with City Admin, there may be net monies from other project projects to offset the total needed from the Carlson funds.

Director recommendation:

Approve the utilization of Carlson monies to make up the difference per the quote and identify monies from other projects if available to offset the Carlson monies to complete the project.

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

Fargo Public Library Board Action Item Summary Sheet

What:

Library Board Letter to mayor and commissioners regarding current challenges identified in the 2025 Security Report and current challenges.

Explanation:

Per Library Board discussions at the March 17 meeting, it was decided to create a letter from the Library Board to the elected officials stating the Board's concern related to security and safety issues at the Main Library and requesting support for assistance as identified,

Director recommendation:

Approve and sign letter.

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

April 21, 2026

Dear Mayor and Commissioners,

The Nature of the Challenge

The Fargo Public Library continues to serve as an essential community anchor—a welcoming and trusted space for learning, connection, and civic life. In recent years, however, libraries nationwide, including ours, have experienced a growing intersection with broader community challenges related to homelessness, substance use, and behavioral health needs.

Our staff bring professionalism, compassion, and dedication to their work, yet they are being asked with increasing frequency to navigate situations that fall outside their training and job responsibilities. Incident reports and staff feedback point to encounters involving medical emergencies, intoxication, violence, disruptive behavior, and situations requiring emergency response. These circumstances place stress on staff, affect the library environment for patrons, and highlight the need for additional, appropriate support.

Importantly, this is not a reflection of shortcomings within our library or its personnel. Rather, it signals an opportunity for the City and its partners to align resources more closely with the realities faced in public-facing community spaces.

Examples from Peer Cities

Many communities have addressed similar challenges through collaborative, well-documented approaches. I offer the following examples as reference points for discussion, not prescriptions:

- The Denver Public Library developed an embedded social worker and peer navigator model that has improved staff safety and patron outcomes while reducing reliance on emergency services.
- The San Francisco Public Library pioneered on-site social work services in partnership with public health agencies, an approach that has since been replicated by dozens of library systems nationwide.
- The Indianapolis Public Library employs social workers who manage complex follow-up and service coordination, allowing librarians to remain focused on their core mission.

These models demonstrate that thoughtful investment and cross-agency collaboration can meaningfully support both library staff and the broader community.

The Library Board Formally Requests

Per the continuing challenges identified the library board is requesting consideration of the following areas:

- **Funding a Library Safety Specialist Position:** The position will be a dedicated library staff person that will provide a more proactive approach to assisting vulnerable populations and will be trained specifically for library environments. The position will be requested in the library's 2027 budget.
- **City-supported de-escalation and crisis-response training** for library staff, complementing—not replacing—professional responders.
- **A coordinated, citywide response framework** involving relevant departments and service providers so the library is not left to respond in isolation.

Why This Matters

At its core, this conversation reflects a shared responsibility. When gaps exist in mental health services, addiction treatment, housing, or outreach, those gaps often surface in accessible public spaces like libraries. Addressing them effectively requires recognizing the burden placed on frontline staff and ensuring that trained professionals and appropriate resources are brought to bear.

Thank you for considering this proposal and for your continued commitment to the Fargo Public Library and the community it serves. We welcome discussion and look forward to working together on this important issue.

Respectfully submitted,

Fargo Public Library Board of Directors

Amy Ouren President

Kristen Schipper

John Rodenbiker Vice President

Wanda Mengelkoch

Paul Jensen

Jenna Reno

Hanna James

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

What:

The Library's 2027 operating, capital, staffing requests and estimated revenues

Explanation:

I developed the budget based on identified needs and the limited revenue environment.

Director recommendation:

Approve 2027 budget elements as presented.

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

Fargo Public Library
2027 Budget

I. Staffing Request for 2027:

Library Safety Specialist:

The continued challenges and incidents involving vulnerable individuals necessitates the establishment of the Library Safety Specialist position. This new position will work to ensure a safe and welcoming place for patrons and improved support for staff. It will provide the library with a more proactive approach and greater focus on our current issues. It will also provide for greater collaborations with service providers for better solutions. Estimated per 2026 rates of salary and benefits **\$98,021.00**.

II. Capital Outlay 2027:

101-8550-510-77-16 Library Capital

Community Survey for strategic plan development \$15,000.00

The development and utilization of a sound survey tool will empower the library's Admin Team to develop a salient and action oriented three-year strategic plan. The current strategic plan was completed in 2021.

III. Revenues 2027:

101-0000-351-2501 Library Fines/Fees

Based on expected activity, it is posited at **\$29,000.00**

101-0000-335-7000 State Library Aid

Based on communication from the State Library, it is estimated at **\$120,000.00**

101-0000-361-6108 Library Misc. Revenue

Based on the last 12 months of activity, it is posited at **\$7,000.00**

IV Operating Budget 2027:

The operating budget will be maintained at 2026 levels, per the direction of the mayor's budget team.

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

What:

Updated Reference and Information Services Draft

Explanation:

Adult Services staff have reviewed and updated the Reference and Information Services Policy in order that it be in line with best practices.

Director recommendation:

Approve the Reference and Information Services Policy draft has presented.

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

Service Policy
**Reference and
Information Services**

4.21.2026 Draft

The Fargo Public Library provides reference services to patrons in person and through a variety of telecommunication channels. ~~customers in the library, over the telephone, by mail, and via e-mail through the library's website.~~ Reference staff is available for assistance at the Main Library and Dr. James Carlson Library. The library staff strives to answer all requests for information in a timely, efficient, and accurate manner; however, patrons ~~customers~~ who are being served or waiting in person will take precedence over other requests. ~~There is a voice mail system for telephone requests that library staff answers~~ Request received through other channels will be answered as soon as time permits. ~~E-mail and mail requests are also answered within a reasonable amount of time.~~ Reference services may be limited at the library's branches; patrons ~~customers~~ will be redirected to the Adult Services or Children's staff reference department at the Main Library when appropriate.

Reference Requests Received by Mail, Email, Letter or Phone: The reference librarian receiving the request will determine its complexity. Given the complexity of some inquiries, no definitive time limits per inquiry can be set; rather the amount of time per inquiry is best left to the judgment of the librarian. ~~If the response will take more than 30 minutes of staff time, the customer~~ If the response cannot be completed within a reasonable amount of staff time, the patron will be referred to other sources, such as his/her their state library, interlibrary loan, national lending programs, etc. Print material such as Forum articles will be scanned and sent by email. Every effort will be made to fulfill requests within two business days ~~24 hours~~.

~~Non-circulating Materials:~~ ~~Certain materials in the library collection are not available for checkout because of their intrinsic value, the difficulty of replacing them, or their frequent use. These include materials classified as Reference (adult or youth), North Dakota Collection, newspapers, and current periodicals.~~

Specific Practices:

- Library staff may only guide patrons to available materials and resources relating to medical, legal, tax, and personal finance information. Staff will neither evaluate or interpret the information provided, nor offer opinions on the best course of action. They will also not offer investment advice, answer tax questions, or assist in tax form preparation, or act as a surrogate for a professional in the above-mentioned fields.
- Library staff will, to the best of their ability and while taking staff time into account, assist patrons in the use of library technology and digital resources. Staff are not permitted to type or enter personal information for patrons, except as may be required to comply with reasonable accommodations as specified by the ADA. Patrons needing extended technology assistance will be directed to more appropriate programs and services.

- Library staff will assist patrons requesting information to complete school assignments. Assistance will focus on instruction in using the library's materials and resources, rather than only supplying answers. Library staff will not interpret the instructor's questions or description of the assignment.
- Library staff will answer grammar and usage questions, but will not proofread, edit, or critique documents. Library staff will provide translations of specific words or phrases found in standard language resources, but will not translate full-text documents.
- Library staff will not provide information and/or assistance with activities they know to be or may be illegal. Library staff may also refuse to provide assistance when the patron's behavior or request violates the FPL Rules of Conduct.

Microform Reader/Printers: Patrons may use the microform equipment as long as they need to unless other users are waiting. If so, there is a limit of 30 minutes. Patrons may bring their own microforms and use library equipment. The printing charge is ten fifteen cents per copy.

Printers and Photocopiers: Library staff may assist patrons in scanning or copying materials at the copier/scanners. Copyright responsibility belongs to the patron making the copies. Staff may refuse to assist with copier functions which they believe to be in violation of copyright laws. The copying charge is fifteen cents per standard size black & white copy and 50 cents per standard size color copy.

~~**Discarded Materials:** In order to be fair and equitable to all patrons and maintain fire safety, discarded materials will not be saved for patrons.~~

#0014-2001

Approved 01-15-2002

Revised 04-26-2005

Revised 06-17-2014

Reviewed 06-19-2018

Revised 11-19-2019

Reviewed 04-18-2023

Library Use 2026

New Registrations: 661
 Approx. Registered Patrons: 53437

| ATTENDANCE | Mar-26 | Mar-25 | % CHANGE | 2026 YTD | 2025 YTD | Diff. | % CHANGE |
|----------------------|---------------|---------------|-----------------|-----------------|-----------------|----------------|-----------------|
| Door Count Main | 18,221 | 18,310 | 0% | 46,541 | 50,337 | (3,796) | -8% |
| Door Count Carlson | 14,658 | 14,681 | 0% | 38,367 | 40,056 | (1,689) | -4% |
| Door Count Northport | 4,637 | 4,608 | 1% | 12,763 | 13,269 | (506) | -4% |
| Outreach | 386 | 382 | 1% | 1,142 | 1,137 | 5 | 0% |
| Total | 37,902 | 37,981 | 0% | 98,813 | 104,799 | (5,986) | -6% |

| PROGRAM ATTENDANCE | # of Programs | Attendance | Attendance | | | | | |
|------------------------------|----------------------|-------------------|-------------------|------------|--------------|--------------|--------------|------------|
| Adult Programs Main | 23 | 249 | 328 | -24% | 1,017 | 764 | 253 | 33% |
| Adult Programs Carlson | 16 | 140 | 151 | -7% | 393 | 566 | (173) | -31% |
| Adult Programs Northport | 3 | 36 | 13 | 177% | 103 | 107 | (4) | -4% |
| Teen Programs Main | 3 | 39 | 10 | 290% | 71 | 28 | 43 | 154% |
| Teen Programs Carlson | 5 | 49 | - | | 165 | 51 | 114 | 224% |
| Teen Programs Northport | 1 | 4 | 13 | -69% | 17 | 13 | 4 | 31% |
| Childrens Programs Main | 26 | 649 | 522 | 24% | 1,418 | 1,280 | 138 | 11% |
| Childrens Programs Carlson | 15 | 453 | 609 | -26% | 1,138 | 1,279 | (141) | -11% |
| Childrens Programs Northport | 7 | 153 | 348 | -56% | 408 | 664 | (256) | -39% |
| Community Engagement | 6 | 195 | 187 | 4% | 456 | 978 | (522) | -53% |
| Outreach Department | - | - | 183 | -100% | 60 | 368 | (308) | -84% |
| Virtual/Passive Adult | 1 | 127 | 136 | -7% | 393 | 457 | (64) | -14% |
| Virtual/Passive Teen | - | - | 28 | -100% | 60 | 113 | (53) | -47% |
| Virtual/Passive Childrens | 5 | 1,649 | 540 | 205% | 3,848 | 567 | 3,281 | 579% |
| Total | 111 | 3,743 | 3,068 | 22% | 9,547 | 7,235 | 2,312 | 32% |

| VOLUNTEER HOURS | | | | | | | | |
|------------------------|--|------------|------------|------------|------------|------------|-----------|------------|
| Main | | 230 | 108 | 113% | 588 | 449 | 139 | 31% |
| Carlson | | 33 | 25 | 32% | 85 | 80 | 5 | 6% |
| Outreach | | 26 | 43 | -40% | 69 | 136 | (67) | -49% |
| Northport | | - | - | | - | - | | |
| Total | | 289 | 176 | 64% | 742 | 665 | 77 | 12% |

| INTERNET SIGNUP | | | | | | | | |
|------------------------|--|--------------|--------------|------------|---------------|---------------|----------------|-------------|
| Main | | 2,823 | 2,750 | 3% | 7,148 | 7,788 | (640) | -8% |
| Carlson | | 1,795 | 1,980 | -9% | 4,727 | 5,472 | (745) | -14% |
| Northport | | 413 | 433 | -5% | 1,168 | 1,312 | (144) | -11% |
| Total | | 5,031 | 5,163 | -3% | 13,043 | 14,572 | (1,529) | -10% |

| ELECTRONIC ACTIVITY | | | | | | | | |
|----------------------------|--|--------|--------|------|--------|--------|---------|-----|
| Web page hits | | 16,268 | 21,309 | -24% | 53,534 | 58,874 | (5,340) | -9% |

2026 Circulation

| | Mar-26 | Mar-25 | Increase/ Decrease | % CHANGE | 2026 YTD | 2025 YTD | Increase/ Decrease | % Change YTD |
|---------------------|---------------|---------------|-----------------------|----------------|---------------|----------------|-----------------------|-----------------|
| PRINT | | | | | | | | |
| MAIN | | | | | | | | |
| Adult Nonfiction | 2,314 | 2,813 | (499) | -17.74% | 6,811 | 8,054 | (1,243) | -15.43% |
| Youth Nonfiction | 1,864 | 2,712 | (848) | -31.27% | 5,568 | 6,491 | (923) | -14.22% |
| Adult Fiction | 5,689 | 6,041 | (352) | -5.83% | 16,301 | 16,349 | (48) | -0.29% |
| Youth Fiction | 3,698 | 3,825 | (127) | -3.32% | 9,603 | 9,399 | 204 | 2.17% |
| Youth Reader | 1,122 | 1,391 | (269) | -19.34% | 3,538 | 3,330 | 208 | 6.25% |
| Youth Picture Books | 3,318 | 4,181 | (863) | -20.64% | 9,689 | 10,784 | (1,095) | -10.15% |
| Adult Magazines | 129 | 67 | 62 | 92.54% | 308 | 235 | 73 | 31.06% |
| Youth Magazines | 31 | 30 | 1 | 3.33% | 106 | 66 | 40 | 60.61% |
| Subtotal | 18,165 | 21,060 | (2,895) | -13.75% | 51,924 | 54,708 | (2,784) | -5.09% |
| OUTREACH | | | | | | | | |
| Deposit | 941 | 994 | (53) | -5.33% | 2,743 | 3,002 | (259) | -8.63% |
| CARLSON | | | | | | | | |
| Adult Nonfiction | 913 | 1,095 | (182) | -16.62% | 2,388 | 2,828 | (440) | -15.56% |
| Youth Nonfiction | 1,307 | 1,514 | (207) | -13.67% | 3,599 | 3,685 | (86) | -2.33% |
| Adult Fiction | 3,232 | 3,271 | (39) | -1.19% | 8,884 | 8,887 | (3) | -0.03% |
| Youth Fiction | 2,959 | 2,889 | 70 | 2.42% | 7,483 | 7,904 | (421) | -5.33% |
| Youth Readers | 1,740 | 1,725 | 15 | 0.87% | 4,545 | 4,451 | 94 | 2.11% |
| Youth Picture Books | 3,097 | 3,735 | (638) | -17.08% | 8,889 | 9,645 | (756) | -7.84% |
| Adult Magazines | 27 | 48 | (21) | -43.75% | 128 | 146 | (18) | -12.33% |
| Youth Magazines | 34 | 20 | 14 | 70.00% | 92 | 52 | 40 | 76.92% |
| Subtotal | 13,309 | 14,297 | (988) | -6.91% | 36,008 | 37,598 | (1,590) | -4.23% |
| NORTHPORT | | | | | | | | |
| Adult Nonfiction | 249 | 324 | (75) | -23.15% | 685 | 866 | (181) | -20.90% |
| Youth Nonfiction | 368 | 311 | 57 | 18.33% | 945 | 800 | 145 | 18.13% |
| Adult Fiction | 944 | 1,032 | (88) | -8.53% | 2,662 | 2,735 | (73) | -2.67% |
| Youth Fiction | 434 | 410 | 24 | 5.85% | 1,104 | 1,001 | 103 | 10.29% |
| Youth Readers | 401 | 333 | 68 | 20.42% | 1,010 | 805 | 205 | 25.47% |
| Youth Picture Books | 571 | 639 | (68) | -10.64% | 1,684 | 1,582 | 102 | 6.45% |
| Adult Magazines | 50 | 4 | 46 | 1150.00% | 70 | 33 | 37 | 112.12% |
| Youth Magazines | - | 3 | (3) | -100.00% | - | 13 | (13) | -100.00% |
| Subtotal | 3,017 | 3,056 | (39) | -1.28% | 8,160 | 7,835 | 325 | 4.15% |
| TOTAL PRINT | 35,432 | 39,407 | (3,975) | -10.09% | 98,835 | 103,143 | (4,308) | -4.18% |

2026 Circulation

NONPRINT

| | | | | | | | | |
|--------------------------|--------|--------|---------|---------|--------|--------|----------|---------|
| Overdrive | 25,191 | 30,136 | (4,945) | -16.41% | 73,160 | 87,891 | (14,731) | -16.76% |
| Childrens Devices | 23 | 16 | 7 | 43.75% | 41 | 46 | (5) | -10.87% |
| Kanopy | 885 | 767 | 118 | | 2,910 | 2,464 | 446 | 18.10% |
| Subtotal | 26,099 | 30,919 | (4,820) | -15.59% | 76,111 | 90,401 | (14,290) | -15.81% |

MAIN

| | | | | | | | | |
|-------------------|-------|-------|-------|---------|--------|--------|---------|---------|
| Adult DVD's | 2447 | 2723 | (276) | -10.14% | 6,831 | 7,703 | (872) | -11.32% |
| Youth DVD's | 356 | 378 | (22) | -5.82% | 805 | 1,119 | (314) | -28.06% |
| Video Games | 295 | 260 | 35 | 13.46% | 767 | 693 | 74 | 10.68% |
| Adult CD's | 403 | 634 | (231) | -36.44% | 1,213 | 1,490 | (277) | -18.59% |
| Youth CD's | 55 | 66 | (11) | -16.67% | 176 | 159 | 17 | 10.69% |
| Adult Books on CD | 131 | 161 | (30) | -18.63% | 322 | 447 | (125) | -27.96% |
| Youth Books on CD | 366 | 355 | 11 | 3.10% | 1,026 | 919 | 107 | 11.64% |
| Kits | 305 | 352 | (47) | -13.35% | 776 | 887 | (111) | -12.51% |
| Subtotal | 4,358 | 4,929 | (571) | -11.58% | 11,916 | 13,417 | (1,501) | -11.19% |

CARLSON

| | | | | | | | | |
|-------------------|-------|-------|-------|---------|-------|-------|-------|---------|
| Adult DVD's | 1174 | 1601 | (427) | -26.67% | 3,593 | 4,425 | (832) | -18.80% |
| Youth DVD's | 448 | 622 | (174) | -27.97% | 1,229 | 1,426 | (197) | -13.81% |
| Video Games | 335 | 300 | 35 | 11.67% | 858 | 842 | 16 | 1.90% |
| Adult CD's | 253 | 257 | (4) | -1.56% | 747 | 689 | 58 | 8.42% |
| Youth CD's | 67 | 61 | 6 | 9.84% | 179 | 157 | 22 | 14.01% |
| Adult Books on CD | 58 | 88 | (30) | -34.09% | 152 | 218 | (66) | -30.28% |
| Youth Books on CD | 342 | 290 | 52 | 17.93% | 895 | 794 | 101 | 12.72% |
| Kits | 212 | 229 | (17) | -7.42% | 549 | 601 | (52) | -8.65% |
| Subtotal | 2,889 | 3,448 | (559) | -16.21% | 8,202 | 9,152 | (950) | -10.38% |

NORTHPORT

| | | | | | | | | |
|-------------------|-----|-------|-------|----------|-------|-------|-------|----------|
| Adult DVD's | 584 | 733 | (149) | -20.33% | 1,623 | 2,035 | (412) | -20.25% |
| Youth DVD's | 73 | 74 | (1) | -1.35% | 204 | 185 | 19 | 10.27% |
| Video Games | 80 | 93 | (13) | -13.98% | 245 | 292 | (47) | -16.10% |
| Adult CD's | 0 | 77 | (77) | -100.00% | - | 213 | (213) | -100.00% |
| Youth CD's | - | - | - | #DIV/0! | - | - | - | #DIV/0! |
| Adult Books on CD | - | 17 | (17) | -100.00% | - | 45 | (45) | -100.00% |
| Youth Books on CD | 120 | 166 | (46) | -27.71% | 415 | 385 | 30 | 7.79% |
| Kits | 15 | 38 | (23) | -60.53% | 73 | 112 | (39) | -34.82% |
| Subtotal | 872 | 1,198 | (326) | -27.21% | 2,560 | 3,267 | (707) | -21.64% |

TOTAL NONPRINT

| | | | | | | | | |
|-----------------------|---------------|---------------|----------------|----------------|---------------|----------------|-----------------|----------------|
| TOTAL NONPRINT | 34,218 | 40,494 | (6,276) | -15.50% | 98,789 | 116,237 | (17,448) | -15.01% |
|-----------------------|---------------|---------------|----------------|----------------|---------------|----------------|-----------------|----------------|

INTERLIBRARY LOAN

| | | | | | | | | |
|----------|-----|-----|------|---------|-------|-------|-------|---------|
| Borrowed | 240 | 235 | 5 | 2.13% | 611 | 676 | (65) | -9.62% |
| Loaned | 323 | 372 | (49) | -13.17% | 946 | 1,184 | (238) | -20.10% |
| Subtotal | 563 | 607 | (44) | -7.25% | 1,557 | 1,860 | (303) | -16.29% |

RENEWALS

| | | | | | | | | |
|-----------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|----------------|
| RENEWALS | 35,114 | 12,197 | 22,917 | 187.89% | 95,061 | 32,990 | 62,071 | 188.15% |
|-----------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|----------------|

TOTAL CIRCULATION

| | | | | | | | | |
|--------------------------|----------------|---------------|---------------|---------------|----------------|----------------|---------------|---------------|
| TOTAL CIRCULATION | 105,327 | 92,705 | 12,622 | 13.62% | 294,242 | 254,230 | 40,012 | 15.74% |
|--------------------------|----------------|---------------|---------------|---------------|----------------|----------------|---------------|---------------|

2026 Donation Summary

| 101-0000-365.60-00 | REVENUE | Carried Forward | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | 13th P | TOTAL |
|--------------------|------------------------|-----------------|--------------|---------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------------|
| LPLEDG | Endowment | 26,205 | | | | | | | | | | | | | | 26,205 |
| LDONUN | Unrestricted Donations | 33,969 | 55 | 12,541 | 155 | | | | | | | | | | | 46,720 |
| LDONSP | Restricted Donations | 29,789 | 4,092 | 5,500 | 0 | | | | | | | | | | | 39,380 |
| | Grants | 0 | | | | | | | | | | | | | | 0 |
| | Total | 89,962 | 4,147 | 18,041 | 155 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 112,305 |

| | EXPENSE | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | 13th P | TOTAL | BALANCE |
|--------------------|--------------------|-----|--------------|------------|--------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|----------------|
| 101-7019-463.38-99 | FM Area Foundation | | | | | | | | | | | | | | 0 | |
| 101-7019-463.38-99 | Other Services | | | | | | | | | | | | | | 0 | |
| 101-7019-463.43-21 | Computer Equip | | | | | | | | | | | | | | 0 | |
| 101-7019-463.54-11 | Marketing | | 220 | 387 | | | | | | | | | | | 607 | |
| 101-7019-463.61-40 | General Supplies | | | | | | | | | | | | | | 0 | |
| 101-7019-463.61-43 | Programming | | 2,728 | (474) | 432 | | | | | | | | | | 2,687 | |
| 101-7019-463.61-70 | Books & Materials | | 2,190 | 244 | | | | | | | | | | | 2,434 | |
| 101-7019-463.68-10 | Miscellaneous | | | | | | | | | | | | | | 0 | |
| 101-7019-463.68-10 | Staff Development | | 30 | 201 | 1,939 | | | | | | | | | | 2,170 | |
| | Grant Expenses | | | | | | | | | | | | | | 0 | |
| | Total | | 4,948 | 191 | 2,757 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,897 | 104,408 |

Fargo Public Library 2026 Total Expenses
25% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2026

| 2025 Account | Budget Line | Total YTD | Total YTD Expenses + Encumbrances | Total Budget | % |
|------------------------------------|----------------|--------------|---|-----------------|---------|
| Full time staff | 11-00 | \$ 523,331 | \$ 523,331 | \$ 2,655,784 | 19.71% |
| Full time overtime | 11-01 | \$ 59 | \$ 59 | \$ - | |
| Full time banked sick | 11-02 | \$ - | \$ - | \$ 24,915 | 0.00% |
| Part time w/benefits | 13-00 | \$ 120,353 | \$ 120,353 | \$ 569,159 | 21.15% |
| Part time w/benefits overtime | | \$ 18 | \$ 18 | \$ - | |
| Part time banked sick | | \$ - | \$ - | \$ - | |
| Part time seasonal no benefits | 14-00 | \$ 7,441 | \$ 7,441 | \$ 55,202 | 13.48% |
| Health insurance | 20-01 | \$ 84,747 | \$ 84,747 | \$ 379,363 | 22.34% |
| Dental insurance | 20-03 | \$ 5,265 | \$ 5,265 | \$ 24,892 | 21.15% |
| Long Term Disability | 20-04 | \$ 1,466 | \$ 1,466 | \$ 7,277 | 20.14% |
| Auto Allowance | 20-05 | \$ 183 | \$ 183 | \$ 900 | 20.33% |
| HSA City Contribution | 20-08 | \$ 53 | \$ 53 | \$ - | |
| FICA 6.2% | 21-01 | \$ 38,369 | \$ 38,369 | \$ 196,717 | 19.50% |
| Medicare 1.45% | 21-02 | \$ 8,974 | \$ 8,974 | \$ 46,006 | 19.51% |
| City Pension | 22-01 | \$ 5,641 | \$ 5,641 | \$ 34,423 | 16.39% |
| NDPERS Pension | 22-04 | \$ 50,588 | \$ 50,588 | \$ 253,326 | 19.97% |
| NDPERS & City Pension | 22-05 | \$ 1,413 | \$ 1,413 | \$ 6,941 | 20.36% |
| Actuarial Contributions | 22-06 | \$ - | \$ - | \$ - | |
| NDPERS DC Required Cont. | 22-10 | \$ 907 | \$ 907 | \$ 1,895 | |
| NDPERS DC Addit Contrib | 22-11 | \$ 218 | \$ 218 | \$ 541 | |
| Workers Comp | 25-00 | \$ - | \$ - | \$ - | |
| Life insurance | 26-00 | \$ - | \$ - | \$ 800 | 0.00% |
| Interpreters/ADA Compliance | 33-29 | \$ - | \$ - | \$ 1,000 | 0.00% |
| Security Services | 38-61 | \$ 19,557 | \$ 19,557 | \$ 106,479 | 18.37% |
| Other Services | 38-99 | \$ 7,097 | \$ 17,052 | \$ 15,750 | 108.27% |
| Water Sewer | 41-05 | \$ 1,072 | \$ 1,072 | \$ 6,500 | 16.48% |
| General equip repair | 43-20 | \$ - | \$ - | \$ 3,000 | 0.00% |
| General equip repair (computer) | 43-21 | \$ 2,910 | \$ 3,717 | \$ 29,266 | 12.70% |
| General equip repair (vehicle) | 43-22 | \$ - | \$ - | \$ - | |
| Maintenance service | 43-50 | \$ 44,169 | \$ 56,713 | \$ 74,124 | 76.51% |
| Land and building rent | 44-10 | \$ 25,620 | \$ 91,362 | \$ 84,270 | 108.42% |
| Property insurance | 52-10 | \$ 13,661 | \$ 13,661 | \$ 28,009 | 48.77% |
| Automobile liability | 52-20 | \$ - | \$ - | \$ 392 | 0.00% |
| General liability | 52-30 | \$ - | \$ - | \$ 12,468 | 0.00% |
| Cellular phone service | 53-20 | \$ 1,415 | \$ 1,415 | \$ 6,400 | 22.12% |
| Other communications | 53-60 | \$ 120 | \$ 120 | \$ 2,600 | 4.62% |
| ILS Development | 53-61 | \$ - | \$ - | \$ 28,150 | 0.00% |
| Minix/OCLC | 53-62 | \$ 22,991 | \$ 22,991 | \$ 21,600 | 106.44% |
| Marketing | 54-11 | \$ 8,886 | \$ 11,915 | \$ 41,500 | 28.71% |
| In state travel | 56-60 | \$ 578 | \$ 602 | \$ 3,500 | 17.19% |
| Out of state travel | 57-60 | \$ - | \$ - | \$ 7,500 | 0.00% |
| Due & membership in state | 59-10 | \$ 1,860 | \$ 1,860 | \$ 2,600 | 71.54% |
| Dues/membership out state | 59-11 | \$ 1,964 | \$ 1,964 | \$ 2,500 | 78.56% |
| Seminar & conf in state | 59-20 | \$ 1,302 | \$ 1,302 | \$ 2,500 | 52.08% |
| Seminar & conf out state | 59-21 | \$ 2,828 | \$ 2,828 | \$ 2,750 | 102.84% |
| Office supplies | 61-10 | \$ 14,371 | \$ 14,371 | \$ 32,500 | 44.22% |
| Medical supplies | 61-20 | \$ 32 | \$ 32 | \$ 600 | 5.26% |
| General supplies | 61-40 | \$ 4,310 | \$ 4,310 | \$ 35,000 | 12.31% |
| Program materials | 61-43 | \$ 14,043 | \$ 14,343 | \$ 41,000 | 34.98% |
| Materials Processing | 61-44 | \$ 6,436 | \$ 6,436 | \$ 59,569 | 10.80% |
| Postage | 61-50 | \$ 5,045 | \$ 5,045 | \$ 15,300 | 32.97% |
| Books & periodicals | 61-70 | \$ 130,241 | \$ 130,335 | \$ 668,013 | 19.51% |
| Gasoline | | \$ 91 | \$ 91 | \$ 550 | 16.46% |
| Natural gas | 62-50 | \$ 6,815 | \$ 6,815 | \$ 50,153 | 13.59% |
| Electricity | 62-51 | \$ 13,443 | \$ 13,443 | \$ 118,265 | 11.37% |
| Miscellaneous | 68-10 | \$ 1,080 | \$ 1,080 | \$ 2,000 | 54.00% |
| Safety compliance | 68-50 | \$ - | \$ - | \$ 100 | 0.00% |
| Bad Debt | | \$ - | \$ - | \$ - | |
| Capital Outlay - Equipment | | \$ - | \$ - | \$ - | |
| Capital Outlay - Computer Software | 74-10 | \$ - | \$ - | \$ - | |
| Capital Outlay - Vehicles | 74-20 | \$ - | \$ - | \$ - | |
| | | \$ 1,200,960 | \$ 1,293,455 | \$ 5,764,049 | 22.44% |

Fargo Public Library 2026 Total Expenses

25% OF YEAR LAPSED

EXPENSE VS. BUDGET

2026

MAIN

| Account | Budget Line | January | February | March | YTD | Encumbrances | Budget | % Budget Used |
|--|-------------|------------|------------|------------|------------|--------------|--------------|---------------|
| Full time staff | 11-00 | \$ 98,536 | \$ 149,420 | \$ 150,011 | \$ 397,967 | | \$ 2,113,354 | 19% |
| Full time overtime | 11-01 | \$ 25 | \$ 34 | \$ - | \$ 59 | | \$ - | |
| Full Time banked sick | 11-02 | \$ - | \$ - | \$ - | \$ - | | \$ 21,495 | 0% |
| Part time w/benefits | 13-00 | \$ 19,580 | \$ 29,325 | \$ 30,199 | \$ 79,103 | | \$ 393,059 | 20% |
| Part time w/benefits overtime | | | \$ - | \$ 18 | \$ 18 | | \$ - | |
| Part Time Banked Sick | 13-02 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Part time seasonal no benefits | 14-00 | \$ 1,344 | \$ 1,974 | \$ 1,943 | \$ 5,260 | | \$ 40,056 | 13% |
| Health insurance | 20-01 | \$ 13,242 | \$ 20,235 | \$ 20,328 | \$ 53,805 | | \$ 282,412 | 19% |
| Dental insurance | 20-03 | \$ 958 | \$ 1,465 | \$ 1,455 | \$ 3,879 | | \$ 18,478 | 21% |
| Long Term Disability | 20-04 | \$ 269 | \$ 413 | \$ 415 | \$ 1,096 | | \$ 5,666 | 19% |
| Auto Allowance | 20-05 | \$ 45 | \$ 69 | \$ 69 | \$ 183 | | \$ 900 | 20% |
| HSA City Contribution | 20-08 | \$ 13 | \$ 20 | \$ 20 | \$ 53 | | \$ - | |
| FICA 6.2% | 21-01 | \$ 7,067 | \$ 10,740 | \$ 10,717 | \$ 28,524 | | \$ 152,906 | 19% |
| Medicare 1.45% | 21-02 | \$ 1,653 | \$ 2,512 | \$ 2,507 | \$ 6,671 | | \$ 35,760 | 19% |
| City Pension | 22-01 | \$ 899 | \$ 1,339 | \$ 1,339 | \$ 3,577 | | \$ 24,288 | 15% |
| NDPERS Pension | 22-04 | \$ 9,235 | \$ 14,297 | \$ 14,379 | \$ 37,911 | | \$ 198,522 | 19% |
| NDPERS & City Pension | 22-05 | \$ 344 | \$ 535 | \$ 535 | \$ 1,413 | | \$ 6,941 | 20% |
| Actuarial Contributions | 22-06 | | \$ - | \$ - | \$ - | | \$ - | |
| NDPERS DC Required Cont. | 22-10 | \$ 185 | \$ 282 | \$ 285 | \$ 752 | | \$ 1,895 | 40% |
| NDPERS DC Addit Contrib | 22-11 | \$ 52 | \$ 79 | \$ 84 | \$ 216 | | \$ 541 | 40% |
| Workers Comp | 25-00 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Life insurance | 26-00 | \$ - | \$ - | \$ - | \$ - | | \$ 800 | 0% |
| Interpreters/ADA Compliance | 33-29 | \$ - | \$ - | \$ - | \$ - | | \$ 500 | 0% |
| Security Services | 38-61 | \$ - | \$ 9,605 | \$ 9,951 | \$ 19,557 | | \$ 106,479 | 18% |
| Other Services | 38-99 | \$ 3,177 | \$ 921 | \$ 2,144 | \$ 6,242 | \$ 9,956 | \$ 15,000 | 108% |
| Water Sewer | 41-05 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| General equip repair | 43-20 | \$ - | \$ - | \$ - | \$ - | | \$ 3,000 | 0% |
| General equip repair (computer) | 43-21 | \$ - | \$ - | \$ 2,910 | \$ 2,910 | | \$ 28,266 | 10% |
| General equip repair (vehicle) | 43-22 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Maintenance service | 43-50 | \$ 34,857 | \$ 5,499 | \$ 3,813 | \$ 44,169 | \$ 12,544 | \$ 72,324 | 78% |
| Land and building rent | 44-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Property insurance | 52-10 | \$ - | \$ 5,378 | \$ 5,767 | \$ 11,145 | | \$ 21,007 | 53% |
| Automobile liability | 52-20 | \$ - | \$ - | \$ - | \$ - | | \$ 392 | 0% |
| General liability | 52-30 | \$ - | \$ - | \$ - | \$ - | | \$ 12,468 | 0% |
| Cellular phone service | 53-20 | \$ - | \$ 472 | \$ 944 | \$ 1,415 | | \$ 6,400 | 22% |
| Other communications | 53-60 | \$ - | \$ 40 | \$ 80 | \$ 120 | | \$ 2,600 | 5% |
| ILS Development | 53-61 | \$ - | \$ - | \$ - | \$ - | | \$ 28,150 | 0% |
| Minitex/OCLC | 53-62 | \$ 22,991 | \$ - | \$ - | \$ 22,991 | | \$ 21,600 | 106% |
| Marketing | 54-11 | \$ 3,100 | \$ 3,499 | \$ 2,287 | \$ 8,886 | \$ 3,029 | \$ 41,500 | 29% |
| In state travel | 56-60 | \$ - | \$ 333 | \$ 245 | \$ 578 | \$ 23 | \$ 3,500 | 17% |
| Out of state travel | 57-60 | \$ - | \$ - | \$ - | \$ - | | \$ 7,500 | 0% |
| Due & membership in state | 59-10 | \$ 1,860 | \$ - | \$ - | \$ 1,860 | | \$ 2,600 | 72% |
| Dues/membership out state | 59-11 | \$ 1,749 | \$ - | \$ 215 | \$ 1,964 | | \$ 2,500 | 79% |
| Seminar & conf in state | 59-20 | \$ 129 | \$ 421 | \$ 752 | \$ 1,302 | | \$ 2,500 | 52% |
| Seminar & conf out state | 59-21 | \$ 2,653 | \$ - | \$ 175 | \$ 2,828 | | \$ 2,750 | 103% |
| Office supplies | 61-10 | \$ 4,378 | \$ 765 | \$ 2,047 | \$ 7,190 | | \$ 21,000 | 34% |
| Medical supplies | 61-20 | \$ - | \$ 32 | \$ - | \$ 32 | | \$ 600 | 5% |
| General supplies | 61-40 | \$ 263 | \$ 1,508 | \$ 1,432 | \$ 3,203 | | \$ 25,000 | 13% |
| Program materials | 61-43 | \$ 4,117 | \$ 4,285 | \$ 5,641 | \$ 14,043 | \$ 300 | \$ 41,000 | 35% |
| Materials Processing | 61-44 | \$ 3,273 | \$ (539) | \$ 3,702 | \$ 6,436 | | \$ 59,569 | 11% |
| Postage | 61-50 | \$ 20 | \$ 11 | \$ 5,014 | \$ 5,045 | | \$ 11,000 | 46% |
| Books & periodicals | 61-70 | \$ 33,747 | \$ 27,609 | \$ 39,515 | \$ 100,872 | \$ 94 | \$ 508,838 | 20% |
| Gasoline | 62-10 | \$ - | \$ 34 | \$ 57 | \$ 91 | | \$ 550 | 16% |
| Natural gas | 62-50 | \$ - | \$ 37 | \$ 73 | \$ 110 | | \$ 27,500 | 0% |
| Electricity | 62-51 | \$ - | \$ 4,282 | \$ 4,071 | \$ 8,353 | | \$ 83,000 | 10% |
| Miscellaneous | 68-10 | \$ 498 | \$ - | \$ 582 | \$ 1,080 | | \$ 2,000 | 54% |
| Safety compliance | 68-50 | \$ - | \$ - | \$ - | \$ - | | \$ 100 | 0% |
| Bad Debt | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Machinery & Equipment | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Computer Software | 74-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Vehicles | 74-20 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| | | \$ 270,258 | \$ 296,930 | \$ 325,719 | \$ 892,907 | \$ 25,946 | \$ 4,458,266 | 21% |

Fargo Public Library 2026 Total Expenses

25% OF YEAR LAPSED

EXPENSE VS. BUDGET

2026

CARLSON

| Account | Budget Line | January | February | March | YTD | Encumbrances | Budget | % Budget Used |
|------------------------------------|--------------------|------------------|------------------|------------------|-------------------|---------------------|-------------------|----------------------|
| Full time staff | 11-00 | \$ 20,313 | \$ 31,913 | \$ 32,048 | \$ 84,274 | | \$ 424,626 | 20% |
| Full time overtime | 11-01 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| full Time Banked Sick | 11-02 | \$ - | \$ - | \$ - | \$ - | | \$ 3,420 | 0% |
| Part time w/benefits | 13-00 | \$ 5,725 | \$ 10,243 | \$ 11,172 | \$ 27,140 | | \$ 120,194 | 23% |
| Part time w/benefits overtime | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Part Time Banked Sick | 13-02 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Part time seasonal no benefits | 14-00 | \$ 504 | \$ 973 | \$ 704 | \$ 2,181 | | \$ 15,146 | 14% |
| Health insurance | 20-01 | \$ 5,504 | \$ 8,761 | \$ 8,473 | \$ 22,739 | | \$ 87,645 | 26% |
| Dental insurance | 20-03 | \$ 222 | \$ 349 | \$ 347 | \$ 918 | | \$ 4,887 | 19% |
| Long Term Disability | 20-04 | \$ 57 | \$ 92 | \$ 97 | \$ 246 | | \$ 1,227 | 20% |
| Auto Allowance | 20-05 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| HSA City Contribution | 20-08 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| FICA 6.2% | 21-01 | \$ 1,525 | \$ 2,517 | \$ 2,568 | \$ 6,610 | | \$ 33,216 | 20% |
| Medicare 1.45% | 21-02 | \$ 357 | \$ 589 | \$ 601 | \$ 1,546 | | \$ 7,768 | 20% |
| City Pension | 22-01 | \$ 502 | \$ 781 | \$ 781 | \$ 2,063 | | \$ 10,135 | 20% |
| NDPERS Pension | 22-04 | \$ 1,808 | \$ 2,945 | \$ 2,864 | \$ 7,617 | | \$ 38,719 | 20% |
| NDPERS & City Pension | 22-05 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Actuarial Contributions | 22-06 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| NDPERS DC Required Cont. | 22-10 | \$ 4 | \$ 18 | \$ 134 | \$ 155 | | \$ - | |
| NDPERS DC Adltd Contrib | 22-11 | \$ 2 | \$ - | \$ - | \$ 2 | | \$ - | |
| Workers Comp | 25-00 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Life insurance | 26-00 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Interpreters/ADA Compliance | 33-29 | \$ - | \$ - | \$ - | \$ - | | \$ 500 | 0% |
| Security Services | 38-61 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Other Services | 38-99 | \$ 34 | \$ 34 | \$ - | \$ 68 | | \$ 250 | 27% |
| Water Sewer | 41-05 | \$ - | \$ 242 | \$ 275 | \$ 516 | | \$ 3,500 | 15% |
| General equip repair | 43-20 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| General equip repair (computer) | 43-21 | \$ - | \$ - | \$ - | \$ - | \$ 807 | \$ 1,000 | 81% |
| General equip repair (vehicle) | 43-22 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Maintenance service | 43-50 | \$ - | \$ - | \$ - | \$ - | | \$ 1,800 | 0% |
| Land and building rent | 44-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Property insurance | 52-10 | \$ - | \$ 2,223 | \$ - | \$ 2,223 | | \$ 6,185 | 36% |
| 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 | \$ 1,186 | \$ 983 | \$ 2,409 | \$ 4,577 | | \$ 8,500 | 54% |
| Medical supplies | 61-20 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| General supplies | 61-40 | \$ 146 | \$ 282 | \$ 553 | \$ 981 | | \$ 7,500 | 13% |
| Program materials | 61-43 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Materials Processing | 61-44 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Postage | 61-50 | \$ - | \$ - | \$ - | \$ - | | \$ 4,300 | 0% |
| Books & periodicals | 61-70 | \$ 11,691 | \$ (634) | \$ 7,397 | \$ 18,454 | | \$ 104,100 | 18% |
| Gasoline | 62-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Natural gas | 62-50 | \$ - | \$ 3,322 | \$ 2,757 | \$ 6,079 | | \$ 19,853 | 31% |
| Electricity | 62-51 | \$ - | \$ 1,933 | \$ 2,100 | \$ 4,033 | | \$ 27,265 | 15% |
| Miscellaneous | 68-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Safety compliance | 68-50 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Bad Debt | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Equipment | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Computer Software | 74-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Vehicles | 74-20 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| | | \$ 49,578 | \$ 67,564 | \$ 75,278 | \$ 192,421 | \$ 807 | \$ 931,736 | 21% |

Fargo Public Library 2026 Total Expenses

25% OF YEAR LAPSED

EXPENSE VS. BUDGET

2026

NORTHPORT

| Account | Budget Line | January | February | March | YTD | Encumbrances | Budget | % Budget Used |
|------------------------------------|--------------------|------------------|------------------|------------------|-------------------|---------------------|-------------------|----------------------|
| Full time staff | 11-00 | \$ 10,123 | \$ 15,194 | \$ 15,773 | \$ 41,091 | | \$ 117,804 | 35% |
| Full time overtime | 11-01 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Full time banked sick | 11-02 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Part time w/benefits | 13-00 | \$ 3,339 | \$ 5,062 | \$ 5,709 | \$ 14,110 | | \$ 55,906 | 25% |
| Part time w/benefits overtime | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Part time banked sick | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Part time seasonal no benefits | 14-00 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Health insurance | 20-01 | \$ 2,033 | \$ 2,875 | \$ 3,295 | \$ 8,203 | | \$ 9,306 | 88% |
| Dental insurance | 20-03 | \$ 113 | \$ 173 | \$ 184 | \$ 469 | | \$ 1,527 | 31% |
| Long Term Disability | 20-04 | \$ 30 | \$ 45 | \$ 48 | \$ 123 | | \$ 384 | 32% |
| Auto Allowance | 20-05 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| HSA City Contribution | 20-08 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| FICA 6.2% | 21-01 | \$ 789 | \$ 1,201 | \$ 1,245 | \$ 3,235 | | \$ 10,595 | 31% |
| Medicare 1.45% | 21-02 | \$ 185 | \$ 281 | \$ 291 | \$ 757 | | \$ 2,478 | 31% |
| City Pension | 22-01 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| NDPERS Pension | 22-04 | \$ 1,247 | \$ 1,868 | \$ 1,946 | \$ 5,061 | | \$ 16,085 | 31% |
| NDPERS & City Pension | 22-05 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Actuarial Contributions | 22-06 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| NDPERS DC Required Cont. | 22-10 | \$ - | \$ 4 | \$ 25 | \$ - | | \$ - | |
| NDPERS DC Adltd Contrib | 22-11 | \$ - | \$ 3 | \$ - | \$ - | | \$ - | |
| Workers Comp | 25-00 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Life insurance | 26-00 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Interpreters/ADA Compliance | 33-29 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Security Services | 38-61 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Other Services | 38-99 | \$ - | \$ 787 | \$ - | \$ 787 | | \$ 500 | 157% |
| Water Sewer | 41-05 | \$ - | \$ 278 | \$ 278 | \$ 555 | | \$ 3,000 | 19% |
| General equip repair | 43-20 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| General equip repair (computer) | 43-21 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| General equip repair (vehicle) | 43-22 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Maintenance service | 43-50 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Land and building rent | 44-10 | \$ 12,810 | \$ 6,405 | \$ 6,405 | \$ 25,620 | \$ 65,742 | \$ 84,270 | 108% |
| Property insurance | 52-10 | \$ - | \$ 293 | \$ - | \$ 293 | | \$ 817 | 36% |
| 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 | \$ 247 | \$ 1,770 | \$ 586 | \$ 2,603 | | \$ 3,000 | 87% |
| Medical supplies | 61-20 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| General supplies | 61-40 | \$ 83 | \$ 42 | \$ - | \$ 125 | | \$ 2,500 | 5% |
| Program materials | 61-43 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Materials Processing | 61-44 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Postage | 61-50 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Books & periodicals | 61-70 | \$ 5,223 | \$ 1,859 | \$ 3,833 | \$ 10,915 | | \$ 55,075 | 20% |
| Gasoline | 62-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Natural gas | 62-50 | \$ - | \$ 355 | \$ 272 | \$ 627 | | \$ 2,800 | 22% |
| Electricity | 62-51 | \$ - | \$ 523 | \$ 534 | \$ 1,057 | | \$ 8,000 | 13% |
| Miscellaneous | 68-10 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Safety compliance | 68-50 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Bad Debt | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Equipment | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Computer Software | | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| Capital Outlay - Vehicles | 74-20 | \$ - | \$ - | \$ - | \$ - | | \$ - | |
| | | \$ 36,222 | \$ 39,018 | \$ 40,423 | \$ 115,632 | \$ 65,742 | \$ 374,047 | 48% |

Revenue 2026

| | Fees & Copies 101-0000-351.25-01 | Misc. Revenue 101-0000-361.61-08 |
|------------------|---|---|
| January | \$ 1,836.32 | \$ 810.89 |
| February | \$ 2,627.42 | \$ 656.94 |
| March | \$ 3,432.32 | \$ 639.54 |
| April | | |
| May | | |
| June | | |
| July | | |
| August | | |
| September | | |
| October | | |
| November | | |
| December | | |
| | \$ 7,896.06 | \$ 2,107.37 |

Total \$

10,003.43