

Fargo Public Library Board of Directors
Agenda for Tuesday June 18, 2024
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 May 21, Meeting **Action**
3. Public Comment
4. Staff Report- Megan Lass
5. Director's Report
6. Unfinished Business
- A. None
7. New Business **Action**
- A. Notary Public Policy Review **Action**
- B. Library Equipment for Virtual Meetings Policy **Action**
8. Statistical Reports
- A. May Usage
- B. May Financials
9. Friends of the Library Report
10. Next Regular Meeting: July 16
11. Adjourn

Fargo Public Library Board
Minutes for Tuesday, May 21, 2024
Fargo City Commission Chambers and Virtual
225 4th Street North, Fargo, ND 58102

Board Members Present: Amy Ouren, Jenna Reno, Paul Jensen, Wanda Mengelkoch, Kristen Schipper, Hannah James and John Rodenbiker

Board Members Absent:

Staff: Tim Dirks, Megan Lass, Cindy Haff

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

Order of the Agenda

John Rodenbiker moved to approve the order of the agenda; Hannah James seconded the motion. The motion carried.

Minutes of the Mar 19 Regular Meeting

John Rodenbiker moved to approve the minutes of the Apr 16 Regular Meeting; Wanda Mengelkoch seconded the motion. The motion carried.

Public Comment

There was no one present for public comment

Staff Report

Megan Lass presented highlights of staff updates and events including:

- Staffing
 - Currently hiring for 2 librarian positions, 1 Library Associate PT position and 1 page position
- Children
 - The 2024 Summer Reading Program (Adventure Begins at the Library) begins Jun 3.
 - Pre-Registration began this week.
 - Kickoff: Monday, Jun 3, 10am at Rheault Farm
 - Smokey Bear is turning 80!
 - Monday, Jun 10, 11am at Main
- Teens
 - Spray Tie-Dye Shirts
 - Thursday, Jun 6, 1pm at Carlson (registration is required)
- Adult
 - Ferris Bueller's Day off Move and Diamond Art
 - Saturday, Jun 15, 10am & 2pm at Main
 - Parks Walking Club (visit a new trail every other week)
 - Begins Saturday, June 15, 10am at Island Park

- One Book One Community
 - “The River We Remember” by William Kent Krueger

Director’s Report

Director Tim Dirks noted that the initial 2025 budget meeting took place on May 17. Follow-up departmental meetings are expected in June

Unfinished business

There was no unfinished business

New Business

- Review of update Rules of Conduct Policy
 - Updated language after consultation with City Attorney’s Office
 - Kristen Schipper asked if the library experiences a lot of problems with sleeping, hygiene, etc. Director Dirks replied that it’s pretty much a daily occurrence with varying degrees of severity. This is why the Library Security Position is so vital.
 - A motion to approve the draft was made by Kristen Schipper. It was seconded by John Rodenbiker. The motion carried unanimously with no further discussion.

Statistical Reports

April Usage

Director Tim Dirks noted that the Library continues strong growth in 2024. Attendance has grown by 17% circulation by 11% over last year. The last 6 months have shown consistent all-time high numbers for circulation each month

March Financials

Director Tim Dirks noted continued gifts from the Friends of the Fargo Public Library with our sincere thanks as many of our programs would not be possible with their generosity. 2024 Revenue to date was \$12,475.38.

Friends of the Library Report

There was no report from the Friends this month

Next Regular Meeting Tuesday, Jun 18 at 4pm in the Fargo City Commission Chambers.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,
Cindy Haff

Staff Report

June 2024 Library Board Meeting

Staffing:

- In the midst of hiring 2 Librarian positions and 1 branch circulation position.

Community Engagement:

- Fargo Police Community Picnic, June 26 at Broadway Square

Programming:

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

Children

- **Bird Identification, June 21, 2:00pm – Main Library.** Learn the basics of bird identification at this special birding program for kids. Presenter Grant Mehring will introduce the birds we might find in our neighborhoods and help us learn how to think about identifying a bird that we're seeing. This event is for all ages, but geared towards kids 7-12 years old.
- **Know My Culture: Japan, June 22 at 2 p.m. – Main Library.** In collaboration with the Japan Outreach Initiative, North Dakota Asian-American Arts and Cultural Initiative (NDAAACI) presents Know My Culture: Japan. This immersive cultural presentation is for all ages, and includes a tea ceremony demonstration and traditional clothes demonstration while children will have the opportunity to try Japanese games and toys.
- **Gooseberry Park Players preview of *The Little Mermaid*, June 28, 11:30am – Main Library.** Cast members from the Gooseberry Park Players production of *The Little Mermaid* will have all ages singing along with songs from the show and theater games for kids!
- **Mixed Nuts Comedy Show, June 28, 1:00pm – Dr. James Carlson Library.** Join us for a wacky, family-friendly comedy show full of age-appropriate humor, physical comedy, and audience participation. This talented twosome will tickle your funny bone with their blend of hilarious hijinks.
- **Monster Movie Monday, July 8, 11:00am – Main Library.** Come watch *Monsters Inc.*, have some popcorn and make a not-so-scary monster yarn craft. All materials are provided.
- **Pirate Booty Camp, July 15, 2:00pm – Main Library.** This is a pirate training camp for kids 4-10. Get your pirate name, learn the vernacular and some rowdy pirate sea shanties and hear stories from professional pirate Anne Bonnie Bigbeard (aka entertainer Aimee Klein) and library staff. Pirates will then have the chance to practice their pirate skills and craft a pirate accessory.

Teens and tweens

- **Investigator Adventures, June 29, 1:00pm – Main Library.** Learn to decode secret messages, analyze handwriting, compare fingerprints, and more! This program is for teens ages 11-18. Registration is required and opens June 15.
- **There and Back Again: A Hobbit Adventure, July 1, 2:00pm – Main Library.** Join us for a scavenger hunt filled with tricky riddles that will lead you through the downtown library on a quest filled with monsters and Tolkien's magic. This program is best suited for Tolkien fans ages 9-12.

- **Watercolor World Map for Teens, July 10, 1:00pm – Dr. James Carlson Library.** New to watercolor or looking for a summer afternoon activity? Join us at our Carlson location to learn the basics of watercolor and follow along with a video tutorial to create a world map. All supplies will be provided. This program is for teens ages 11-18. Registration is required and opens June 26.

Adults

- **Silent Reading Parties.** Bring your own book or check out a librarian-selected title. Find a cozy spot and a beverage and read with others who appreciate the same. Librarians will be on hand to provide snacks, suggest books, set up library cards, and check out books. Weather permitting, the Book Bike will be on hand.
 - June 25: Twenty Below Coffee Co. (part of Tour de BookBike 2024)
 - July 14: Wild Terra
- **Science Fiction and Fantasy Book Club, June 26, 5:30pm – Dr James Carlson Library.** Join us for the inaugural meeting of the Science Fiction and Fantasy Book Club. We will meet quarterly to discuss a different science fiction or fantasy book. For Jun, we'll be discussing *The Kaiju Preservation Society* by John Scalzi.
- **Needle Felted Flower Keychain, June 29, 11:00am – Dr James Carlson Library.** Come and learn how to make a flower keychain with needle felting! Needle felting is an easy, quick, and relaxing technique for beginning crafters and experienced artists alike. Registration is required and opens June 15.
- **Watercolor for Beginners, July 15, 6:00pm – Main Library.** Looking for a relaxing evening? Join us and follow along with a video tutorial to create a watercolor painting. All supplies will be provided. Recommended for adults and teens 13+. Registration is required and opens July 1.

Multigenerational

- **Bioblitz, June 22, 9:00am – Oak Grove Park.** Bioblitz is a fun, intensive short search and information gathering session, looking at biodiversity in a specific location. Children, teens, and adults are invited to attend and help in the search at Oak Grove Park. Different species of birds, plants, insects, mammals and more will be documented on smart phones, digital cameras, and paper forms. Photo observations will be uploaded into the global database and used by conservationists and researchers. We'll be joined by graduate students from NDSU's School of Natural Resource Sciences, staff from the City of Fargo Forestry Department, United Prairie, and NDSU's Plant Sciences.
- **Summer Movies, 1:00pm – Dr James Carlson Library.** Join us for free movies and popcorn every other Friday this summer. Suited for all ages, but adults must accompany children age 9 and younger.
 - June 21: *Ratatouille* (G) 1hr. 51 min.
 - July 5: *Home* (PG) 1hr. 34min.
- **Craft Nights for All Ages, 6:00pm – Dr. James Carlson Library.** Be crafty with us this summer! Kids, teens, and adults are all welcome! At each craft session, we will have a variety of styles to choose from depending on age and skill level. All materials will be provided.
 - June 25: Shrinky Dinks
 - July 9: Mosaics
- **Family Trivia Night, June 27, 6:00pm – Main Library.** Rally your relatives and join us for family trivia night at the Main Library. Trivia night is open to individuals, families, or teams of all ages. June's theme is Girl Pop Stars so bring your knowledge of Taylor, Ariana, Billie, and Beyoncé!

FPL DIRECTOR'S REPORT

June 18, 2024

Director's Activities:

6.4.2024 Attended Door Override Project Meeting

6.10.2024 Attended City Cabinet Meeting

Goal 1 Professional & Organizational:

5.22.2024 Provided Open Door Office Hours

5.22.2024 Moderated Quarterly Check-in/Goal Setting Meeting with Outreach & Volunteer Coordinator

5.22.2024 Moderated Quarterly Check-in/Goal Setting Meeting with Collection Development/Technical Services Manager

5.29.2024 Provided Open Door Office Hours

5.29.2024 Moderated Quarterly Check-in/Goal Setting Meeting with the Electronic Resources Librarian

6.4.2024 Moderated Library Department Heads Meeting

6.5.2024 Provided Open Door Office Hours

6.11.2024 Moderated Library Department Heads Meeting

Goal 4 Partnering:

6.4.2024 Attended Friends Board Meeting

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

What:

Review and approval of Notary Public Policy

Explanation:

the Notary Public policy has not been reviewed in three years and needs to be reviewed. No specific changes have been identified in regards to the policy.

Director recommendation:

Review and approve the Notary Public 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

Service Policy
Notary Public

Notary Public Policy

Notary Public service is provided at no charge by authorized library staff. Please call the library at 701-241-1492 to confirm a notary public is available before you visit or to make an appointment. Availability of a notary public is dependent on staff availability and is not guaranteed.

What to bring:

- Unsigned documents - documents must be signed in the notary public's presence.
- A valid photo ID with a signature
- Any witnesses required - the library will not provide witnesses and witnesses may not be solicited from other patrons using the library. Witnesses must also bring a valid photo ID.

Notaries Public are governed by North Dakota law with commissions issued by the North Dakota Secretary of State and are required to obey all laws and guidance governing notaries public in North Dakota.

- Notaries public are not authorized to prepare or complete documents for others.
- Notaries public cannot pre-date or post-date any action, prepare a legal document, give advice on legal matters, or Notarize documents in which they have a personal interest.
- The person who will sign the document must be sure that the document is completely filled out, leaving no blanks other than where the customer will sign the document, before appearing before the notary. Notaries public may not notarize any document with blank spaces.
- Notaries public will not provide service if the patron's document or circumstances of the request for notary public service raise any issues of authenticity, ambiguity, doubt, or uncertainty for the library or the notary public. In this event, the library notary public may at their sole discretion, decline to provide notary service.
- If a document is in a foreign language, an accurate written English translation must be permanently affixed to the document prior to notarization.

Approved 07-21-2021

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

What:

Review and approval of Library Equipment for Virtual Meetings Policy

Explanation:

The Library Equipment for Virtual Meetings Policy has been developed to have parameters for a new service the library will be rolling out to the public.

Director recommendation:

Review and approve the Library Equipment for Virtual Meetings 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

Service Policy
Library Equipment for Virtual Meetings

6.18.2024 Draft

The Fargo Public Library provides equipment and space for virtual meetings as part of its mission to provide effective and efficient library services to meet our Community's personal, professional, and lifelong learning needs.

Virtual meeting space is available ONLY during regular library hours, for lawful public use, and users must abide by the library's Computer Use Policy (with the exception of the paragraph pertaining to public computer time limits). See Fargo Public Library website for details.

Definitions:

Virtual Meeting: The online event in which an individual is participating while using the library's technology and equipment.

Reservations

All scheduling is made through the Adult Services department and must be done at least one (1) hour before the individual's meeting is scheduled to begin with a maximum of 3 months' notice. Reservations must be made by an adult (18+) who agrees to provide a valid photo ID at the time of the appointment. This individual must complete an equipment use agreement and accepts financial responsibility to reimburse the library for any lost or damaged equipment. Meeting equipment can be reserved for a maximum of four (4) hours at a time. Individuals must arrive 30 minutes before their meeting begins to show ID and allow staff the time to setup equipment and assist with any necessary login issues or troubleshooting.

Should the equipment for a virtual meeting be used by a minor, the responsible adult who has made the reservation must be present in the library for the duration of the meeting.

Use

Equipment is provided for the purpose of attending virtual meetings and interviews. Laptops must remain secured to the table inside the library. Users may not attempt to unlock or remove the device from its secured location and any attempt to do so may result in the library charging damage or replacement costs.

The library cannot guarantee that equipment or software will work with all platforms; specialized software cannot be downloaded at time of appointment. Privacy is not

guaranteed, as the rooms are not soundproof. The library will erase all data from the laptop between users. Any corruption or loss of data are not the library's responsibility.

Users will promptly notify staff of any damage to the equipment or any malfunctioning software. When finished with equipment, users will notify staff and return all equipment including laptops, chargers, headsets, mice, and any other peripherals.

The library retains the right to suspend usage privileges to virtual meeting equipment. Replacement or damage charges can be paid at the circulation desk by cash, check, or credit card. Users with outstanding fees and charges over \$500.00 will be referred to a collection agency.

Library Use 2024

New Registrations: 731
 Approx. Registered Patrons: 44,166

ATTENDANCE	May-24	May-23	% CHANGE	2024 YTD	2023 YTD	Diff.	% CHANGE
Door Count Main	17,832	17,818	0%	89,637	80,043	9,594	12%
Door Count Carlson	13,898	12,243	14%	68,606	57,522	11,084	19%
Door Count Northport	3,971	3,994	-1%	21,749	19,989	1,760	9%
Outreach	378	357	6%	1,854	1,831	23	1%
Total	36,079	34,412	5%	181,846	159,385	22,461	14%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main	13	94	162	-42%	1,272	1,338	(66)	-5%
Adult Programs Carlson	13	162	107	51%	704	575	129	22%
Adult Programs Northport	2	21	4	425%	125	74	51	69%
Teen Programs Main	-	-	19	-100%	27	44	(17)	-39%
Teen Programs Carlson	1	10	20	-50%	26	51	(25)	-49%
Teen Programs Northport	-	-	20	-100%	13	20	(7)	-35%
Childrens Programs Main	6	222	161	38%	2,095	1,780	315	18%
Childrens Programs Carlson	3	56	20	180%	1,902	1,699	203	12%
Childrens Programs Northport	-	-	-		1,108	929	179	19%
Community Engagement	18	927	681	36%	2,410	1,687	723	43%
Outreach Department	4	100	31	223%	476	265	211	80%
Virtual/Passive Adult	1	90	123	-27%	676	522	154	30%
Virtual/Passive Teen	1	30	-		130	-	130	
Virtual/Passive Childrens	2	108	31	248%	2,903	201	2,702	1344%
Total	64	1,820	1,379	32%	13,867	9,185	4,682	51%

VOLUNTEER HOURS								
Main		90	68	32%	569	280	289	103%
Carlson		77	21	267%	172	108	64	59%
Outreach		78	60	30%	277	197	80	41%
Northport		-	-		-	-	-	
Total		245	149	64%	1,018	585	433	74%

INTERNET SIGNUP								
Main		2,791	2,406	16%	14,103	11,483	2,620	23%
Carlson		2,201	1,879	17%	9,973	7,587	2,386	31%
Northport		452	439	3%	2,219	1,957	262	13%
Total		5,444	4,724	15%	26,295	21,027	5,268	25%

ELECTRONIC ACTIVITY								
Web page hits		22,674	17,696	28%	107,899	90,863	17,036	19%

2024 Circulation

	May-24	May-23	Increase/ Decrease	% CHANGE	2024 YTD	2023 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,655	2,614	41	1.57%	14,311	13,849	462	3.34%
Youth Nonfiction	1,813	1,589	224	14.10%	9,936	9,485	451	4.75%
Adult Fiction	6,053	5,918	135	2.28%	29,419	28,035	1,384	4.94%
Youth Fiction	3,953	3,817	136	3.56%	17,386	18,217	(831)	-4.56%
Youth Reader	1,287	1,171	116	9.91%	6,340	6,261	79	1.26%
Youth Picture Books	3,453	3,339	114	3.41%	19,640	19,639	1	0.01%
Adult Magazines	116	84	32	38.10%	635	478	157	32.85%
Youth Magazines	33	16	17	106.25%	117	85	32	37.65%
Subtotal	19,363	18,548	815	4.39%	97,784	96,049	1,735	1.81%
OUTREACH								
Deposit	906	908	(2)	-0.22%	4,473	4,300	173	4.02%
CARLSON								
Adult Nonfiction	876	928	(52)	-5.60%	4,812	4,947	(135)	-2.73%
Youth Nonfiction	1,213	1,084	129	11.90%	6,186	5,649	537	9.51%
Adult Fiction	3,445	3,197	248	7.76%	16,034	15,773	261	1.65%
Youth Fiction	3,029	2,435	594	24.39%	13,642	11,653	1,989	17.07%
Youth Readers	1,550	1,502	48	3.20%	8,061	7,369	692	9.39%
Youth Picture Books	3,158	2,573	585	22.74%	16,098	15,273	825	5.40%
Adult Magazines	77	70	7	10.00%	335	336	(1)	-0.30%
Youth Magazines	30	30	-		145	178	(33)	-18.54%
Subtotal	13,378	11,819	1,559	13.19%	65,313	61,178	4,135	6.76%
NORTHPORT								
Adult Nonfiction	248	279	(31)	-11.11%	1,437	1,427	10	0.70%
Youth Nonfiction	332	261	71	27.20%	2,150	1,377	773	56.14%
Adult Fiction	956	879	77	8.76%	4,698	4,360	338	7.75%
Youth Fiction	422	368	54	14.67%	2,153	1,738	415	23.88%
Youth Readers	298	183	115	62.84%	1,503	1,228	275	22.39%
Youth Picture Books	667	571	96	16.81%	3,311	3,312	(1)	-0.03%
Adult Magazines	16	21	(5)	-23.81%	120	142	(22)	-15.49%
Youth Magazines	3	1	2		13	9	4	44.44%
Subtotal	2,942	2,563	379	14.79%	15,385	13,593	1,792	13.18%
TOTAL PRINT	36,589	33,838	2,751	8.13%	182,955	175,120	7,835	4.47%

2024 Circulation

NONPRINT

OverDrive	24,691	19,329	5,362	27.74%	125,812	96,089	29,723	30.93%
Childrens Devices	22	15	7	46.67%	88	89	(1)	-1.12%
Hoopla	2,486	2,975	(489)	-16.44%	15,254	13,622	1,632	11.98%
Kanopy	830		830		4,823	-	4,823	
Subtotal	28,029	22,319	5,710	25.58%	145,977	109,800	36,177	32.95%

MAIN

Adult DVD's	2,672	2,643	29	1.10%	14,980	14,519	461	3.18%
Youth DVD's	370	389	(19)	-4.88%	2,013	2,122	(109)	-5.14%
Video Games	223	263	(40)	-15.21%	1,263	1,332	(69)	-5.18%
Adult CD's	487	376	111	29.52%	2,690	2,323	367	15.80%
Youth CD's	61	60	1	1.67%	340	356	(16)	-4.49%
Adult Books on CD	190	190	-	0.00%	905	910	(5)	-0.55%
Youth Books on CD	276	173	103	59.54%	1,359	932	427	45.82%
Kits	272	258	14	5.43%	1,520	1,411	109	7.73%
Subtotal	4,551	4,352	199	4.57%	25,070	23,905	1,165	4.87%

CARLSON

Adult DVD's	1,455	1,415	40	2.83%	7,844	7,399	445	6.01%
Youth DVD's	494	497	(3)	-0.60%	2,460	2,136	324	15.17%
Video Games	225	209	16	7.66%	1,277	1,136	141	12.41%
Adult CD's	201	300	(99)	-33.00%	1,248	1,444	(196)	-13.57%
Youth CD's	52	61	(9)	-14.75%	376	267	109	40.82%
Adult Books on CD	125	111	14	12.61%	507	590	(83)	-14.07%
Youth Books on CD	236	167	69	41.32%	1,271	807	464	57.50%
Kits	195	180	15	8.33%	951	792	159	20.08%
Subtotal	2,983	2,940	43	1.46%	15,934	14,571	1,363	9.35%

NORTHPORT

Adult DVD's	545	735	(190)	-25.85%	3,258	4,319	(1,061)	-24.57%
Youth DVD's	77	87	(10)	-11.49%	408	619	(211)	-34.09%
Video Games	50	64	(14)	-21.88%	360	348	12	3.45%
Adult CD's	152	121	31	25.62%	596	544	52	9.56%
Youth CD's	18	23	(5)	-21.74%	102	97	5	5.15%
Adult Books on CD	38	47	(9)	-19.15%	161	137	24	17.52%
Youth Books on CD	142	40	102	255.00%	672	221	451	204.07%
Kits	43	28	15	53.57%	162	147	15	10.20%
Subtotal	1,065	1,145	(80)	-6.99%	5,719	6,432	(713)	-11.09%

TOTAL NONPRINT

36,628	30,756	5,872	19.09%	192,700	154,708	37,992	24.56%
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INTERLIBRARY LOAN

Borrowed	251	221	30	13.57%	1,248	1,142	106	9.28%
Loaned	340	378	(38)	-10.05%	1,939	1,774	165	9.30%
Subtotal	591	599	(8)	-1.34%	3,187	2,916	271	9.29%

RENEWALS

12,790	13,556	(766)	-5.65%	64,212	66,944	(2,732)	-4.08%
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TOTAL CIRCULATION

86,598	78,749	7,849	9.97%	443,054	399,688	43,366	10.85%
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Fargo Public Library 2024 Total Expenses
42% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2024

Account	Budget Line	Total YTD	Total Encumbrances	Total YTD Expenses + Encumbrances	Total Budget	%	Over/(Under)
Full time staff	11-00	\$ 971,931	\$ -	\$ 971,931	\$ 2,407,122	40.38%	\$ (1,435,190.57)
Full time overtime	11-01	\$ 92	\$ -	\$ 92	\$ -		\$ 92.21
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ 17,284	0.00%	\$ (17,284.00)
Part time w/benefits	13-00	\$ 232,947	\$ -	\$ 232,947	\$ 531,967	43.79%	\$ (299,019.58)
Part time w/benefits overtime		\$ 5	\$ -	\$ 5	\$ -		\$ 4.52
Part time banked sick		\$ -	\$ -	\$ -	\$ 250	0.00%	\$ (250.00)
Part time seasonal no benefits	14-00	\$ 13,775	\$ -	\$ 13,775	\$ 40,789	33.77%	\$ (27,014.50)
Health insurance	20-01	\$ 123,939	\$ -	\$ 123,939	\$ 335,068	36.99%	\$ (211,128.53)
Dental insurance	20-03	\$ 9,177	\$ -	\$ 9,177	\$ 21,595	42.50%	\$ (12,417.79)
Long Term Disability	20-04	\$ 2,767	\$ -	\$ 2,767	\$ 6,597	41.94%	\$ (3,830.38)
Auto Allowance	20-05	\$ 364	\$ -	\$ 364	\$ 900	40.39%	\$ (536.49)
FICA 6.2%	21-01	\$ 72,439	\$ -	\$ 72,439	\$ 183,195	39.54%	\$ (110,755.69)
Medicare 1.45%	21-02	\$ 16,941	\$ -	\$ 16,941	\$ 42,924	39.47%	\$ (25,982.96)
City Pension	22-01	\$ 12,881	\$ -	\$ 12,881	\$ 31,811	40.49%	\$ (18,929.53)
NDPERS Pension	22-04	\$ 95,464	\$ -	\$ 95,464	\$ 233,366	40.91%	\$ (137,901.99)
NDPERS & City Pension	22-05	\$ 2,595	\$ -	\$ 2,595	\$ 6,406	40.51%	\$ (3,810.72)
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -
Life insurance	26-00	\$ -	\$ -	\$ -	\$ 800	0.00%	\$ (800.00)
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Security Services	38-61	\$ 45,877	\$ 88,452	\$ 134,329	\$ 134,329	100.00%	\$ 0.09
Other Services	38-99	\$ 4,513	\$ 5,699	\$ 10,212	\$ 16,500	61.89%	\$ (6,288.00)
Water Sewer	41-05	\$ 1,980	\$ -	\$ 1,980	\$ 6,500	30.47%	\$ (4,519.64)
General equip repair	43-20	\$ -	\$ -	\$ -	\$ 3,000	0.00%	\$ (3,000.00)
General equip repair (computer)	43-21	\$ 10,786	\$ -	\$ 10,786	\$ 39,266	27.47%	\$ (28,479.92)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 60,697	\$ 9,621	\$ 70,318	\$ 55,960	125.66%	\$ 14,358.17
Land and building rent	44-10	\$ 37,110	\$ 41,890	\$ 79,000	\$ 79,000	100.00%	\$ -
Property insurance	52-10	\$ 16,436	\$ -	\$ 16,436	\$ 20,065	81.91%	\$ (3,629.50)
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ 265	0.00%	\$ (265.00)
General liability	52-30	\$ -	\$ -	\$ -	\$ 12,225	0.00%	\$ (12,225.00)
Cellular phone service	53-20	\$ 1,774	\$ -	\$ 1,774	\$ 5,400	32.86%	\$ (3,625.57)
Other communications	53-60	\$ 680	\$ -	\$ 680	\$ 2,600	26.14%	\$ (1,920.33)
ILS Development	53-61	\$ -	\$ -	\$ -	\$ 46,150	0.00%	\$ (46,150.00)
Minitex/DCLC	53-62	\$ 20,610	\$ -	\$ 20,610	\$ 20,600	100.05%	\$ 10.24
Marketing	54-11	\$ 13,840	\$ -	\$ 13,840	\$ 37,000	37.41%	\$ (23,159.79)
In state travel	56-60	\$ 823	\$ 107	\$ 931	\$ 3,500	26.59%	\$ (2,569.37)
Out of state travel	57-60	\$ 4,131	\$ -	\$ 4,131	\$ 7,500	55.08%	\$ (3,369.04)
Due & membership in state	59-10	\$ 2,137	\$ -	\$ 2,137	\$ 2,100	101.76%	\$ 37.00
Dues/membership out state	59-11	\$ 1,515	\$ -	\$ 1,515	\$ 2,000	75.75%	\$ (485.00)
Seminar & conf in state	59-20	\$ 200	\$ -	\$ 200	\$ 2,500	8.00%	\$ (2,300.00)
Seminar & conf out state	59-21	\$ 1,395	\$ -	\$ 1,395	\$ 2,750	50.73%	\$ (1,355.00)
Office supplies	61-10	\$ 22,041	\$ -	\$ 22,041	\$ 31,000	71.10%	\$ (8,958.53)
Medical supplies	61-20	\$ 177	\$ -	\$ 177	\$ 600	29.55%	\$ (422.70)
General supplies	61-40	\$ 13,726	\$ 9,639	\$ 23,366	\$ 36,000	64.91%	\$ (12,634.20)
Program materials	61-43	\$ 12,038	\$ 200	\$ 12,238	\$ 41,000	29.85%	\$ (28,761.71)
Materials Processing	61-44	\$ 25,383	\$ -	\$ 25,383	\$ 64,569	39.31%	\$ (39,185.89)
Postage	61-50	\$ 10,273	\$ -	\$ 10,273	\$ 15,300	67.14%	\$ (5,027.05)
Books & periodicals	61-70	\$ 293,926	\$ 804	\$ 294,730	\$ 774,454	38.06%	\$ (479,724.03)
Gasoline		\$ 145	\$ -	\$ 145	\$ 550	26.37%	\$ (404.98)
Natural gas	62-50	\$ 12,935	\$ -	\$ 12,935	\$ 76,300	16.95%	\$ (63,365.39)
Electricity	62-51	\$ 28,613	\$ -	\$ 28,613	\$ 89,500	31.97%	\$ (60,887.08)
Miscellaneous	68-10	\$ 956	\$ -	\$ 956	\$ 2,000	47.82%	\$ (1,043.64)
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ 100	0.00%	\$ (100.00)
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ 13,435	\$ 647	\$ 14,082	\$ 14,082	100.00%	\$ -
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 2,213,473	\$ 157,059	\$ 2,370,532	\$ 5,506,739	43.05%	\$ (3,136,207)

Fargo Public Library 2024 Total Expenses

42% OF YEAR LAPSED

EXPENSE VS. BUDGET

2024

MAIN

Account	Budget Line	March	April	May	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 142,259	\$ 140,837	\$ 211,830	\$ 741,842		\$ 1,917,891	39%
Full time overtime	11-01	\$ 9	\$ 18	\$ 20	\$ 92		\$ -	
Full Time banked sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 13,790	0%
Part time w/benefits	13-00	\$ 29,888	\$ 29,758	\$ 42,094	\$ 152,456		\$ 365,534	42%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ 5		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ 250	0%
Part time seasonal no benefits	14-00	\$ 1,296	\$ 1,488	\$ 2,856	\$ 9,212		\$ 31,408	29%
Health insurance	20-01	\$ 18,178	\$ 17,818	\$ 17,016	\$ 84,427		\$ 238,921	35%
Dental insurance	20-03	\$ 1,393	\$ 1,380	\$ 1,358	\$ 6,552		\$ 16,422	40%
Long Term Disability	20-04	\$ 402	\$ 399	\$ 595	\$ 2,091		\$ 5,234	40%
Auto Allowance	20-05	\$ 69	\$ 69	\$ 104	\$ 364		\$ 900	40%
FICA 6.2%	21-01	\$ 10,291	\$ 10,215	\$ 15,492	\$ 53,873		\$ 142,472	38%
Medicare 1.45%	21-02	\$ 2,407	\$ 2,389	\$ 3,623	\$ 12,599		\$ 33,400	38%
City Pension	22-01	\$ 1,733	\$ 1,733	\$ 2,585	\$ 9,084		\$ 22,429	41%
NDPERS Pension	22-04	\$ 14,515	\$ 13,589	\$ 20,232	\$ 71,730		\$ 183,512	39%
NDPERS & City Pension	22-05	\$ 495	\$ 495	\$ 739	\$ 2,595		\$ 6,406	41%
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ 800	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 9,273	\$ 13,138	\$ -	\$ 32,592	\$ 64,838	\$ 97,429	100%
Other Services	38-99	\$ 750	\$ 750	\$ 879	\$ 4,385	\$ 5,699	\$ 15,000	67%
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ -		\$ -	
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ 3,000	0%
General equip repair (computer)	43-21	\$ 2,579	\$ 527	\$ 62	\$ 10,563		\$ 33,266	32%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 9,408	\$ 1,741	\$ 8,288	\$ 60,520	\$ 9,621	\$ 49,560	142%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Property insurance	52-10	\$ 5,767	\$ -	\$ 7,262	\$ 13,029		\$ 15,010	87%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -		\$ 265	0%
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ 12,225	0%
Cellular phone service	53-20	\$ 401	\$ 972	\$ -	\$ 1,774		\$ 5,400	33%
Other communications	53-60	\$ 200	\$ 279	\$ -	\$ 680		\$ 2,600	26%
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -		\$ 46,150	0%
Minitex/OCLC	53-62	\$ -	\$ -	\$ -	\$ 20,610		\$ 20,600	100%
Marketing	54-11	\$ 2,137	\$ 4,527	\$ 2,151	\$ 13,840		\$ 37,000	37%
In state travel	56-60	\$ 229	\$ 304	\$ 165	\$ 823	\$ 107	\$ 3,500	27%
Out of state travel	57-60	\$ -	\$ 2,606	\$ -	\$ 4,131		\$ 7,500	55%
Due & membership in state	59-10	\$ 317	\$ -	\$ -	\$ 2,137		\$ 2,100	102%
Dues/membership out state	59-11	\$ 409	\$ -	\$ -	\$ 1,515		\$ 2,000	76%
Seminar & conf in state	59-20	\$ -	\$ -	\$ -	\$ 200		\$ 2,500	8%
Seminar & conf out state	59-21	\$ -	\$ -	\$ -	\$ 1,395		\$ 2,750	51%
Office supplies	61-10	\$ 6,197	\$ 3,001	\$ (4,821)	\$ 14,121		\$ 20,000	71%
Medical supplies	61-20	\$ 13	\$ -	\$ -	\$ 161		\$ 600	27%
General supplies	61-40	\$ 1,511	\$ 2,147	\$ 1,106	\$ 5,517	\$ 7,424	\$ 25,000	52%
Program materials	61-43	\$ 5,429	\$ 1,687	\$ 2,629	\$ 12,038	\$ 200	\$ 41,000	30%
Materials Processing	61-44	\$ 6,967	\$ 5,684	\$ 6,799	\$ 25,383		\$ 64,569	39%
Postage	61-50	\$ 154	\$ 50	\$ 50	\$ 8,273		\$ 11,000	75%
Books & periodicals	61-70	\$ 43,798	\$ 47,204	\$ 39,521	\$ 233,792	\$ 804	\$ 580,054	40%
Gasoline	62-10	\$ 62	\$ 40	\$ 42	\$ 145		\$ 550	26%
Natural gas	62-50	\$ 2,571	\$ 677	\$ 50	\$ 6,567		\$ 45,000	15%
Electricity	62-51	\$ 4,540	\$ 4,015	\$ 5,303	\$ 17,902		\$ 57,500	31%
Miscellaneous	68-10	\$ -	\$ -	\$ 710	\$ 956		\$ 2,000	48%
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ 100	0%
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Machinery & Equipment			\$ 4,169	\$ 3,846	\$ 8,015	\$ 323	\$ 8,338	100%
Capital Outlay - Computer Software	74-10				\$ -		\$ -	
Capital Outlay - Vehicles	74-20				\$ -		\$ -	
		\$ 325,650	\$ 313,708	\$ 392,584	\$ 1,647,986	\$ 89,016	\$ 4,194,435	41.41%

Fargo Public Library 2024 Total Expenses
42% OF YEAR LAPSED

EXPENSE VS. BUDGET
2024
CARLSON

Account	Budget Line	March	April	May	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 28,113	\$ 28,725	\$ 41,621	\$ 147,652		\$ 379,225	39%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -		\$ -	
full Time Banked Sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 3,494	0%
Part time w/benefits	13-00	\$ 10,131	\$ 10,304	\$ 14,669	\$ 51,737		\$ 110,666	47%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ 768	\$ 768	\$ 1,464	\$ 4,563		\$ 9,381	49%
Health insurance	20-01	\$ 5,744	\$ 5,869	\$ 5,698	\$ 26,887		\$ 83,980	32%
Dental insurance	20-03	\$ 363	\$ 364	\$ 358	\$ 1,688		\$ 3,621	47%
Long Term Disability	20-04	\$ 87	\$ 88	\$ 128	\$ 451		\$ 989	46%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -		\$ -	
FICA 6.2%	21-01	\$ 2,285	\$ 2,328	\$ 3,448	\$ 12,055		\$ 30,787	39%
Medicare 1.45%	21-02	\$ 535	\$ 544	\$ 807	\$ 2,819		\$ 7,200	39%
City Pension	22-01	\$ 724	\$ 724	\$ 1,081	\$ 3,797		\$ 9,382	40%
NDPERS Pension	22-04	\$ 2,842	\$ 2,776	\$ 3,962	\$ 14,137		\$ 34,504	41%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -		\$ -	
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 3,528	\$ 5,947	\$ -	\$ 13,286	\$ 23,614	\$ 36,900	100%
Other Services	38-99	\$ 32	\$ 32	\$ -	\$ 96		\$ 1,000	10%
Water Sewer	41-05	\$ 280	\$ 287	\$ 251	\$ 1,062		\$ 3,500	30%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General equip repair (computer)	43-21	\$ (91)	\$ -	\$ -	\$ 223		\$ 6,000	4%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ -	
Maintenance service	43-50	\$ 177	\$ -	\$ -	\$ 177		\$ 4,300	4%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Property insurance	52-10	\$ -	\$ -	\$ 3,010	\$ 3,010		\$ 4,705	64%
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	\$ 1,330	\$ 1,616	\$ 1,466	\$ 6,485		\$ 8,000	81%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General supplies	61-40	\$ 680	\$ 563	\$ 136	\$ 5,353		\$ 7,500	71%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -		\$ -	
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -		\$ -	
Postage	61-50	\$ -	\$ -	\$ -	\$ 2,000		\$ 4,300	47%
Books & periodicals	61-70	\$ 9,392	\$ 10,527	\$ 8,758	\$ 39,782		\$ 136,200	29%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Natural gas	62-50	\$ 1,823	\$ 1,160	\$ 827	\$ 5,750		\$ 27,500	21%
Electricity	62-51	\$ 2,203	\$ 2,047	\$ 2,327	\$ 8,399		\$ 25,000	34%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ -	
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Equipment		\$ -	\$ 2,872	\$ 2,549	\$ 5,421	\$ 323	\$ 5,744	100%
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -	
		\$ 70,947	\$ 77,541	\$ 92,557	\$ 356,827	\$ 23,938	\$ 944,378	40.3%

Fargo Public Library 2024 Total Expenses
42% OF YEAR LAPSED

EXPENSE VS. BUDGET
2024
NORTHPORT

Account	Budget Line	March	April	May	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 13,918	\$ 15,037	\$ 28,134	\$ 82,438		\$ 110,006	75%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -			
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ -			
Part time w/benefits	13-00	\$ 5,059	\$ 5,552	\$ 8,875	\$ 28,755		\$ 55,767	52%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -			
Part time banked sick		\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ -	\$ -	\$ -	\$ -			
Health insurance	20-01	\$ 2,476	\$ 2,712	\$ 2,884	\$ 12,626		\$ 12,167	104%
Dental insurance	20-03	\$ 190	\$ 201	\$ 208	\$ 937		\$ 1,552	60%
Long Term Disability	20-04	\$ 42	\$ 46	\$ 61	\$ 225		\$ 374	60%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 1,099	\$ 1,197	\$ 2,207	\$ 6,511		\$ 9,936	66%
Medicare 1.45%	21-02	\$ 257	\$ 280	\$ 516	\$ 1,523		\$ 2,324	66%
City Pension	22-01	\$ -	\$ -	\$ -	\$ -			
NDPERS Pension	22-04	\$ 1,827	\$ 1,907	\$ 2,702	\$ 9,598		\$ 15,350	63%
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	\$ 32	\$ -	\$ -	\$ 32		\$ 500	6%
Water Sewer	41-05	\$ 238	\$ 238	\$ 238	\$ 919		\$ 3,000	31%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -			
General equip repair (computer)	43-21	\$ -	\$ -	\$ -	\$ -			
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -			
Maintenance service	43-50	\$ -	\$ -	\$ -	\$ -		\$ 2,100	0%
Land and building rent	44-10	\$ 6,185	\$ 6,185	\$ 6,185	\$ 37,110	\$ 41,890	\$ 79,000	100%
Property insurance	52-10	\$ -	\$ -	\$ 397	\$ 397		\$ 350	113%
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	\$ 421	\$ 46	\$ 1,436		\$ 3,000	48%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ 16			
General supplies	61-40	\$ 2,668	\$ 129	\$ 12	\$ 2,857	\$ 2,215	\$ 3,500	145%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ -	\$ -	\$ -	\$ -			
Books & periodicals	61-70	\$ 4,523	\$ 4,732	\$ 4,323	\$ 20,352		\$ 58,200	35%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ 170	\$ 159	\$ 65	\$ 618		\$ 3,800	16%
Electricity	62-51	\$ 598	\$ 590	\$ 524	\$ 2,313		\$ 7,000	33%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -			
		\$ 39,459	\$ 39,386	\$ 57,377	\$ 208,660	\$ 44,106	\$ 367,926	68.70%

Revenue 2024		
	Fees & Copies 101-0000-351.25-01	Misc. Revenue 101-0000-361.61-08
January	\$ 2,242.62	\$ 772.75
February	\$ 2,763.68	\$ 469.87
March	\$ 2,543.64	\$ 300.00
April	\$ 2,985.69	\$ 397.13
May	\$ 2,508.06	\$ 384.86
June		
July		
August		
September		
October		
November		
December		
	\$ 13,043.69	\$ 2,324.61

Total \$ 15,368.30