

Fargo Public Library Board of Directors
Agenda for Tuesday July 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 June 16 Meeting | Action |
| 3. Staff Report- Megan Lass | |
| 4. Director's Report | |
| 5. Unfinished Business | |
| A. None | |
| 6. New Business | |
| A. Welcome Kylie Sollie | |
| B. 2027 Budget Update | |
| C. Media Relations Policy Draft | Action |
| D. Electronic Communication Policy Draft | Action |
| E. Programming Policy Draft | Action |
| 7. Statistical Reports | |
| A. June Usage | |
| B. June Financials | |
| 8. Friends of the Library Report | |
| 9. Next Regular Meeting: August 18 | |
| 10. Public Comment | |
| 11. Adjourn | |

**Fargo Public Library Board
Minutes for Tuesday, June 16, 2026
Fargo City Commission Chambers
225 4th Street North, Fargo, ND 58102**

Board Members Present: Amy Ouren, Schipper, Paul Jensen, and Wanda Mengelkoch (online)

Board Members Absent: Hannah James, Jenna Reno, and 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

Paul Jensen moved to approve the order of the agenda; Kristen Schipper seconded the motion. The motion carried.

Minutes of the May 19, Regular Meeting

Paul Jensen moved to approve the minutes of the May 19 Regular Meeting; Kristen Schipper seconded the motion. The motion carried.

Staff Report

Megan Lass presented highlights of staff updates and events including:

- Summer Reading Challenge (SRC) update
 - 600 attended the Kickoff event
 - As of Friday, 1200 individuals had signed up for the Summer Reading Challenge
- Upcoming Events
 - Adopt-a-Dino: 11am, Jul 10 at Main (children)
 - Prehistoric Beats: 11:30am, Jul 17 at Carlson (children)
 - Can you Dig it?: 2pm, Jul 25 at Main (children)
 - Unearth a Red River Valley Story: Jul 10, 2pm at Main (teen)
 - Uncommon Critters: Jun 22, 2pm at Main (children)
 - DinoSoars!: Jul 20, 10am at MSUM Planetarium (everyone)
 - Roar & Score Dinosaur Trivia Night: Jun 29, 6pm at Carlson (everyone)
 - Guided Watercolor Workshop: (everyone)
 - Jun 22, 6pm at Carlson
 - Jun 29, 6pm at Northport
 - Summer Immunization Clinic w/Fargo Cass Public Health
 - Walk in event, all childhood and adult recommended immunizations
 - All childhood and some adult vaccines for low or no cost
 - Jun 30, 1-4pm at Main

Director's Report

Director Tim Dirks highlighted the Jun 15 City Cabinet Budget Meeting. He relayed that no cuts are anticipated for 2027 operating costs. Reclass, New Positions and COLA have not yet been decided.

Kristen Schipper asked if the new mayor was available for this budget meeting. Director Dirks replied that there are a series of budget meetings planned after the Jul 6 swearing in of the new Mayor & Commissioners.

Unfinished business

Director Tim Dirks presented the letter to the Mayor and Commissioners to be presented after the installation of the new Mayor and Commission members. He requested all Board Members sign the letter after the meeting. Those not in attendance will be contacted by Director Dirks directly for signature.

Kristien Schipper asked if the letter could be submitted to the Forum. Director Dirks was unsure if they would post the letter or now.

New Business

- Overview of E-Content Use
 - Collections Manager discussed the drop in hold times for FPL Overdrive Patrons as a result of our limiting Overdrive access to Fargo Residents in January of this year.
- Meeting Room Policy Draft
 - Director Dirks explained the changed provided clarification in relation to fundraising activities and walk in usage
 - Kristen Schipper made a motion to approve the document with this change
 - Paul Jensen seconded the motion
 - The motion was unanimously approved with this change
- Circulation Policy
 - Director Tim Dirks submitted changes to the policy which reflect current practice per renewals and other changes to provide greater clarity
 - Kristen Schipper made a motion to approve the document
 - Wanda Mengelkoch seconded the motion
 - The motion was approved unanimously
- Acknowledgement of Kris Schipper for Library Board Service
 - Director Dirks took a moment to thank Kristen Schipper on her last meeting as Board Member for 6 years of service. Amy Ouren, Paul Jensen and Wanda Mengelkoch expressed their pleasure in working with Kristen over the years and also thanked her for her service.

Statistical Reports

May Usage

- Director Dirks noted the 9% drop in attendance and indicated that the new library in Moorhead may be part of the reason. He expressed strong support for the new library. He also noted other factors such as non-resident policy changes which began this year.

May Financials

- Director Dirks noted with great appreciation the gifts from the Friends of the Fargo Public Library including the first \$20,000 to begin the fundraising campaign for Carlson Renovations. With 42% of the year complete, the Library is at just under 39% spending with \$14,58.07 in received in revenue

Friends of the Library Report

- Marisa Nygord was unable to attend. She did send an update to Board members of
 - Fall Book Sale will be Oct 22-24
 - Capital Campaign launch event will be Aug 4 at 5pm at Dr. James Carlson Library

Public Comment

There was no public comment

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

The meeting adjourned at 4:23 pm

Respectfully submitted,
Cindy Haff

Staff Report
July 2026 Library Board Meeting

Services:

- Earlier this month we started charging for our fax service. It is a flat fee of \$0.50 per page.

Staffing:

- Two Library Associate positions are working through backgrounding process. We will be reposting an additional LA1 position soon.

Community Engagement:

- **Fiber Arts Festival**, August 1 - Fargodome
- **Be My Neighbor Day**, August 8 – Rheault Farm
- **Pride in the Park**, August 8 – Civic Center Plaza
- **Police Community Picnic**, August 12 – Broadway Square

Programming:

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

Children

- **Wrap Up the Summer with Dakota Dinosaur Adventure**, July 27, 10:00 am – Carlson Library. Step back 65 million years with one of the most realistic and interactive dinosaur encounters available! Dakota Dinosaur Adventure brings the world to life with animatronic dinosaurs. Join us for a baby dinosaur meet-and-greet, fossil excavation adventures, and interactive educational programming.
- **Kindergarten Success Storytime – Dino Dance Party**, August 1, 10:00 am – Main Library. Dino Dance Party is a high-energy preschool storytime where dinosaurs come to life through music and movement. We'll read dino-themed stories, stomp like a Tyrannosaurus Rex, sway like a Brachiosaurus, and shake our tails to fun songs and rhymes. Along the way, we'll build early literacy skills through rhythm, repetition, and playful interaction.
- **Revolutionary Times for Kids**, August 11, 1:00 to 3:00 pm – Main Library. Members from the Dacotah Chapter of the Daughters of the American Revolution will join us to explore life during the Revolutionary War as we observe the 250th birthday of the United States! Through stories, crafts, and hands-on activities we'll experience a bit of what it meant to live through the extraordinary years when our country was founded. This open house program is geared towards kids ages 5 and older. This event goes along with the *American Revolution Experience* exhibit which will be on display at the Main Library.
- **School Supply Bingo**. With the school year just around the corner, it's time for school supply bingo! Come and win supplies for the upcoming school year. This event is open to school-age children in grades Kindergarten and up.
 - **Carlson Library** – August 17, 10:00 am
 - **Northport Branch** – August 18, 10:00 am
 - **Main Library** – August 19, 10:00 am

Teens

- **Teen Take and Make**– all locations. Enjoy a library craft on your own schedule! Register, then pick up your kit with instructions and all the supplies you need for that project.
 - **Marble Dinosaurs**, Week of July 27
 - **Mystery Craft**, Week of August 10

- **Teen Craft: Reverse Glass Painting**, August 4, 1:00 pm – Main Library. Reverse glass painting is a different style of painting where you build on your design backwards, starting with the finishing touches and ending with the background. Come learn this fun technique!

Adults

- ***The Birth of Loud*** by Ian S. Port has been selected for this year's **One Book, One Community** read. *The Birth of Loud* explores American innovation through the invention of the electric guitar and its impact on American music and the changes brought about by amplified music. The story follows Leo Fender and Les Paul as they compete to design the ultimate electric guitar. Their rivalry would lead to instruments that revolutionized post-WWII music, from the early days of rockabilly to the psychedelic era. Their designs were adopted by legendary musicians like Jimi Hendrix, Eric Clapton, and the Beatles. This year's author visit is set for Thursday, October 22 at MSUM.
- **Author Talk with Michael Miller: Connecting Upstate New York to the Dakotas**, August 1, 1:00 pm – Main Library. Join writer Michael Miller as he talks about the historical research and writing process for his 2023 fiction book *High Bridge*. Set in mid-nineteenth century Fayetteville, NY, *High Bridge* tells the imagined intertwined stories of two real people, the future president Grover Cleveland and suffragist Matilda Joslyn Gage. Come learn about these American icons who carried what they learned in New York to the Dakotas. Copies of the book will be available for purchase.
- **Adult Take and Make Felt Baskets**, week of August 3 – all locations. Pick up everything you need to make a small felt basket at home. Perfect for holding small items or for giving as a gift. Register for the library location where you want to pick up your kit.
- **Book Clubs:**
 - **Tea Time**, August 10 – *Bog Queen* by Anna North
 - **Senior**, August 18 – *Atmosphere* by Tylor Jenkins Reid

Multigenerational

- **Soldiers of the American Revolution**, July 23, 1:00 pm – Main Library. To celebrate the 250th anniversary of the American Revolution and the Declaration of the Independence, the library is proud to present a living history program hosted by Arn Kind in the uniform of a soldier in George Washington's Continental Army. Through drama, role-playing, artifacts, maps, clothing, and other historical materials, Kind will bring the events of 1776 to life for audiences of all ages. Volunteers will have the opportunity to take on the role of Continental Army soldiers, learn elements of Von Steubben's Drill Manual, and handle wooden replica Revolutionary War muskets.
- **Summer Movie at Carlson**, July 24, 1:00 pm – Carlson Library. Join us for free movie and popcorn. Adults must accompany children age 9 and younger. Our film for July will be *Ice Age: Dawn of the Dinosaurs* (PG, 2006).
- ***The American Revolution Experience Exhibit at the Main Library***. The library is hosting the pop-up exhibit *The American Revolution Experience*, a collaborative project between the American Battlefield Trust and the Daughters of the American Revolution, at the Main Library from August 10 through August 17. The exhibit shows how the lives of ordinary people were affected by the events of the Revolutionary War and features diverse viewpoints and experiences. The exhibit is open to the public during regular library hours in the breezeway gallery area.
- **Teddy's Tales**, August 13, 6:30 pm – Main Library. Join us as Theodore Roosevelt, the 26th president of the United States, is performed by John Dobmeier in a Chautauqua-style performance. Dobmeier is a regular contributor to the Badlands Chautauqua in Medora, and last year performed at Sagamore Hill in Long Island, New York. All ages are welcome to this interactive, educational "living history" event focusing on Theodore Roosevelt's time in North Dakota.

FPL DIRECTOR'S REPORT

July 21, 2026

Director's Activities:

6.22.2026 Attended City Cabinet Meeting
6.30.2026 Attended Storefront Education Event with Fargo PD
7.6.2026 Attended City Cabinet Meeting
7.21.2026 Gave Library's 2027 Budget Presentation to Mayor & Commissioners

Goal 1 Professional & Organizational:

6.17.2026 Provided Open Door Office Hours
6.19.2026 Attended All Staff Meeting
6.23.2026 Moderated Library Dept. Heads Meeting
6.24.2026 Provided Open Door Office Hours
7.1.2026 Provided Open Door Office Hours
7.1.2026 Moderated Quarterly Check In & Goal Discussion with Branch Services Manager
7.7.2026 Moderated Library Dept. Heads Meeting
7.14.2026 Moderated Library Dept. Heads Meeting

Goal 4 Partnering:

6.19.2026 Attended North Dakota Library Coordinating Council Meeting
6.22.2026 Spoke at Fargo West Rotary Club Meeting
7.7.2026 Attended Friends Board Meeting
7.15 – 7.17 2026 Attended North Dakota Library Coordinating Council Meeting

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

What:

Approval of the Library Media Relations Policy draft

Explanation:

The library admin team has reviewed and updated the Library Media Relations Policy.

Director recommendation:

Approve the changes to the Library Media Relations 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 **Media Relations**

7.21.2026 Draft

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The purpose of this policy is to make sure that communication between library employees and the news media happens in an orderly and systematic way and that accurate information is conveyed. Nothing in this policy should be construed as attempting to stifle or limit such communication. Questions from the news media relating to a particular program or service of the library should be referred to the staff member responsible for that area, e.g., questions relating to the Summer Reading ~~Program~~ Challenge may be referred to the Children's Services Department. Media inquiries related to other areas, such as policy interpretation, budget, building programs, etc. will be referred to the library director or to the director's designee.

In the case of emergencies or in particularly sensitive matters, staff members should contact the director or deputy director at home and these individuals will coordinate a response with the Library Board Chair. In the event that neither individual can be contacted, the matter will be referred to the designated ~~point of contact~~ person in charge.

Approved 07-18-2006

Reviewed 10-15-2013

Revised 05-20-2014

Reviewed 02-20-2018

Reviewed 01-17-2023

Revised 07-21-2026

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

What:

Approval of the Electronic Communication Policy draft

Explanation:

The library admin team has reviewed and updated the Electronic Communication Policy.

Director recommendation:

Approve the changes to the Electronic Communication 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
Electronic Communication
7.21.2026 Draft

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The Fargo Public Library, a department of the City of Fargo, presents its online communication tools (i.e., social media accounts) as a way to further involve its ~~patrons-customers~~ in library activities and decisions. We welcome the opportunity to interact with our ~~patrons-customers~~ in this way and to generate lively conversation about various topics and consider suggestions from library users. We look forward to receiving a diverse array of opinions ~~as they are~~ related to Fargo Public Library functions and services.

All information submitted to the library will be moderated by library staff.

The Fargo Public Library will judge suggestions and comments submitted through these electronic forums in accordance with their existing policies and procedures (i.e., the Terms of Service for the host site).

The Fargo Public Library reserves the right to refrain from publishing or to remove information and comments according to the following:

- Comments should be relevant to the specific post or topic.
 - An example would be comments relevant to the ~~specific article or content blog entry~~ they are posted to.
 - Another example is using the online book review form to submit thoughtful reviews of selections in the library's collection.
- Comments ~~from patrons~~ containing the following will not be posted:
 - Promotion of products for sale or giveaway.
 - Solicitations for political, charitable or any other type of donations.
 - Gambling or lottery information.
 - Copyrighted material not attributed to its source.
 - Material or information that violates local, state or federal law.
 - Obscenity, indecency or profanity.
 - Content that encourages unlawful conduct.
 - Sexually explicit language.
 - Language that promotes discrimination against an individual or group based on race, color, religion, gender, age, national or ethnic origin, disability, marital status, or sexual orientation.
 - Language judged by library staff to be insulting or to constitute a personal attack on a fellow contributor's character.

In accordance with the City of Fargo Social Media Policy, any opinions or comments expressed in the library's online ~~forums and social media channels forum~~ are the views of the contributor and may not reflect the viewpoint or policies of the Fargo Public Library or the City of Fargo.

Approved by the Library Board of Directors: 06-19-2007
Revised 05-20-2014

Revised 11-21-2017
Reviewed 01-17-2023
Revised 07-21-2026

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

What:

Approval of the Programming Policy draft

Explanation:

The library admin team has reviewed and updated the Programming Policy.

Director recommendation:

Approve the changes to the Programming 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

Fargo Public Library Programming Policy

April 2023

Note: this policy refers to programs sponsored by the Fargo Public Library, not to events held at the Library by community groups. Groups and individuals may reserve the Library's meeting rooms in accordance with the Library's [Meeting Room Policy](#).

Mission – Why We Conduct Programming (Events/Activities)

The Programming Policy guides staff responsible for program development, and documents programming guidelines for community members. The Fargo Public Library (FPL) offers programs, events, and activities to further the Library's mission, vision, and service goals. Programs offer opportunities to:

- Highlight and promote lifelong use of FPL resources, services, and collections ~~to new and regular~~ community members of all ages and backgrounds, including those in underserved populations.
- Reflect equitable engagement to a diverse community while promoting a culture of inclusion.
- Provide opportunities for civic and social engagement where the community is able to build critical thinking skills and share information, expertise, and experiences.
- Promote early literacy and lifelong learning opportunities to widen horizons, excite imagination, and engage in reflection.
- Provide a destination where individuals and families spend quality time by offering a source of free entertainment, social interaction, learning, and bonding.
- Facilitate partnerships with other groups and programs which share FPL's commitment to the community.

Inherent in the program philosophy is an appreciation for all community members. The Library upholds the principles of intellectual freedom and the right of the individual to access information, even when the content may be controversial, unorthodox, or unacceptable to others. Topics and speakers are not excluded from Library programs because of possible controversy.

The Fargo Public Library's Programming Policy uses the guidelines outlined in the American Library Association's document [Library-Initiated Programs and Displays as a Resource: An Interpretation of the Library Bill of Rights](#).

Responsibility for Library Programming

The Fargo Public Library Board delegates development and presentation of programs, events, and activities to the Library Director. The Library Director, in turn, delegates authority for program management to designated staff. Library staff are responsible for developing and delivering Library-sponsored programs, utilizing staff expertise, collections, services, and facilities. Library staff who present or assist with programs do so as part of their regular job duties.

FPL may partner with community agencies, organizations, and individuals to present co-sponsored programs. Program presenters may include those with relevant skills or expertise, volunteers or staff from partnering organizations, local or visiting authors and performing artists, local or visiting speakers with recognized credentials or relevant experience, and qualified instructors or trainers.

Audience for Library Programming

Programs are primarily focused on Fargo residents, but non-residents and non-cardholders are welcome to attend any FPL-sponsored event or activity.

The Library reserves the right to:

- Limit attendance at events due to space considerations, budgetary constraints, and based on the nature of the program. Pre-registration may be required for some library programming.
- Set age limits for Library-sponsored programs.
- Deny attendance to anyone who is disruptive or who violates the Library's Rules of Conduct.

For more information about children attending Library programs, please see the [Unattended Children Policy](#).

Individuals who need any accommodation in order to participate in library programs are asked to with disabilities who contact the Library at least 3 business days in advance. of a program, event, or activity, and Requests will be accommodated to the best of the Library's ability.

Guidelines on How Programs are Chosen, Developed, and Presented

Consideration for program selection and design may include those criteria laid out in the Programming Policy Mission as well as:

- Presenter background, qualifications, or reputation.
- Availability of library facilities and appropriate staffing levels.
- Program costs and budget limitations.
- Historical, educational, or cultural significance.
- Presentation accuracy, quality, and treatment of content for intended audience.
- Popular demand and timeliness of program content.
- FPL's defined service area.
- Space and physical arrangements are safe and conducive to effective program delivery and comply with ADA requirements and support the full participation of all attendees.

The Library may include virtual programming, if and when it is appropriate. The Library reserves the right to limit registration due to technical requirements, staff capacity, or program audience/age. Virtual programming may be live or pre-recorded depending on the kind of event.

Requests for individuals or groups to present Library-sponsored programs are considered using the above criteria. Please use the Propose a Program form to submit any programming requests. Successful program planning requires significant preparation and lead time; requests may be rejected for lack of adequate advance planning and notice. For consideration, please use the Propose a Program form (insert link here).

Guidelines for program presentation:

- When pre-registration is required, it must be handled by the Library unless other arrangements are made with the Library staff coordinating the event.
- Admission to Library programs is free. There are no fees collected for supplies or other materials. Presenters must arrange in advance to have the Library cover all costs for attendees.
- Programs are non-commercial; presenters may have a business affiliation, but no solicitation, recruitment, advertisement, or promotion for business purposes will be permitted.
- Sale of books, music, artwork, or other media by authors/performers/artists is permitted when arranged in advance. All plans to sell such items must be approved by the department head responsible for the program. Library staff are not available to assist in sales.
- The Library does not offer programs that support or oppose any political candidate or ballot measure. However, election information, such as candidates' forums that include invitations to all recognized candidates, may be offered.
- The Library does not offer programs that support or oppose specific religious convictions. Seasonal or holiday programs may be offered or facilitated by Library staff. The Library will endeavor to provide programs that reflect the community's diversity.
- At the discretion of the Library Director, fundraising to benefit the Library or the Friends of the Fargo Public Library may be permissible at Library-sponsored programs or on property governed by Library policy.
- Programs are held in Library facilities when possible and appropriate; meeting room capacities will be observed. Other locations will be considered when the Library is not equipped to handle an event, or when an alternate venue will encourage greater access or attendance. Programs held at non-Library facilities will follow the same guidelines as listed above.
- Program participants should expect that photographs/video will be taken at events and used on the Library's social media and/or website. Participants may request that their image not be used by the Library by speaking to the Library staff in charge of the program, event, or activity. FPL will record programming only with the permission of the presenters.
- Timely and adequate public announcement shall be made of all programs. Organizations or individuals partnering with the Library must coordinate marketing efforts with the appropriate Library staff and the ~~Community Relations Specialist~~ [Library Marketing and Community Engagement Coordinator](#). Press releases, public notifications, and marketing publicities must be approved by the ~~Community Relations Specialist~~ [Library Marketing and Community Engagement Coordinator](#) or the Library Director.
- Eligibility for prizes in contests designed for particular target groups is limited to that group.
- Animals that are part of programs will be accompanied at all times by their handler.
- The Library reserves the right to cancel a scheduled event. Programs may be cancelled due to weather, closure of the Library, low registration, or absence of presenter. Cancelled programs are not necessarily rescheduled.
- The Library assumes no responsibility for loss or damage to personal property in any Library event.
- Library programs are evaluated on a semi-regular basis as time and staffing allows.

The Library welcomes expressions of opinion concerning programming. Community members who wish to request a review of a Library program must submit the [Statement of Concern form](#) following the [Statement of Concern Guidelines](#).

Approved by the Board of Directors 04/18/2023

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

What:

Explanation:

Director recommendation:

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 Social Media Policy for Staff

The Fargo Public Library recognizes that ~~in order for its staff to be connected to the world of information and to participate in technologies used by our customers,~~ library staff ~~are will be~~ engaged in various forms of social media. ~~The Fargo Public Library also recognizes and appreciates that library staff members do make use of personal social media accounts to~~ promote the work of FPL and to ~~access information, raise the profile of the library among employees' networks of contacts.~~

For purposes of this policy, "social media" is defined as: ~~"forms of electronic communication (such as websites for social networking and microblogging) through which users create online communities to share information, ideas, personal messages, and other content (such as videos)"~~ a form of electronic communication (such as websites for social networking and microblogging) through which users create online communities to share information, ideas, personal messages, and other content (such as photos and videos). (Merriam-Webster, 2023). Examples of social media include (but are not limited to): Facebook, Blogs, Instagram, RSS, YouTube, Discord, Twitter, LinkedIn, Flickr (photo-sharing site) and TikTok.

In order to ensure the highest level of professional library service to the citizens of Fargo and ~~to maintain the maintenance of~~ a positive work environment for all staff, the following policy is provided regarding staff use of personal social media sites:

- ~~1. Accessing personal social media sites for personal, non-work-related work related use, not position-related use,~~ during work hours via city technology is prohibited. Please see the City's Electronic Communications Policy (200-016).
- ~~2. Accessing personal social media sites via personal technologies and/or city technologies in staff areas is permitted during breaks and meal breaks only. Use of city technologies is authorized unless it is currently unavailable due to library business.~~
- ~~3. Social media activity must not interfere with work commitments.~~
- ~~4. Any posting pertaining to FPL business must clearly state that any comments are the opinions of the employee only, and not that of the Fargo Public Library.~~
- ~~5. Employees are responsible for the legal content of their postings.~~
- ~~6. Each employee utilizing social media sites has the responsibility to treat co-workers and citizens with respect. Posting verbiage, graphics, or images on personal social media sites that denigrate members of the public or other city employees will be considered harassment per the City's Harassment Policy (200-002-A) and violates the City's Conduct / Ethics Policy (300-005) as well. Employees who violate these policies will be subject to disciplinary action.~~

~~*This policy is not intended to restrict rights under Section 7 of the National Labor Relations Act (NLRA).~~

Approved 04-15-2014
Revised 06-20-2023

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Library Use 2026

New Registrations: 737
 Approx. Registered Patrons: 54,913

ATTENDANCE	Jun-26	Jun-25	% CHANGE	2026 YTD	2025 YTD	Diff.	% CHANGE
Door Count Main	17,143	18,124	-5%	94,592	103,754	(9,162)	-9%
Door Count Carlson	14,556	15,141	-4%	77,409	83,751	(6,342)	-8%
Door Count Northport	4,689	4,867	-4%	25,469	28,074	(2,605)	-9%
Outreach	365	392	-7%	2,271	2,339	(68)	-3%
Total	36,753	38,524	-5%	199,741	217,918	(18,177)	-8%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main	18	348	425	-18%	1,981	1,709	272	16%
Adult Programs Carlson	17	191	227	-16%	985	1,209	(224)	-19%
Adult Programs Northport	4	54	38	42%	223	210	13	6%
Teen Programs Main	3	14	45	-69%	107	84	23	27%
Teen Programs Carlson	2	21	8	163%	276	105	171	163%
Teen Programs Northport	1	6	-		42	13	29	223%
Childrens Programs Main	14	1,156	671	72%	3,172	2,692	480	18%
Childrens Programs Carlson	8	280	388	-28%	1,888	2,252	(364)	-16%
Childrens Programs Northport	-	-	10	-100%	515	1,077	(562)	-52%
Community Engagement	9	2,203	2,483	-11%	3,641	4,883	(1,242)	-25%
Outreach Department	-	-	67	-100%	60	591	(531)	-90%
Virtual/Passive Adult	1	120	90	33%	738	828	(90)	-11%
Virtual/Passive Teen	6	67	26	158%	154	149	5	
Virtual/Passive Childrens	3	2,200	1,755	25%	9,025	3,622	5,403	149%
Total	86	6,660	6,233	7%	22,807	19,424	3,383	17%

VOLUNTEER HOURS

Main	134	181	-26%	920	849	71	8%
Carlson	109	112	-3%	242	290	(48)	-17%
Outreach	30	72	-58%	157	331	(174)	-53%
Northport	-	-		-	-		
Total	273	365	-25%	1,319	1,470	(151)	-10%

INTERNET SIGNUP

Main	2,345	2,601	-10%	13,985	15,682	(1,697)	-11%
Carlson	1,864	1,826	2%	9,688	11,544	(1,856)	-16%
Northport	389	548	-29%	2,318	2,803	(485)	-17%
Total	4,598	4,975	-8%	25,991	30,029	(4,038)	-13%

ELECTRONIC ACTIVITY

Web page hits	44,863	16,813	167%	134,084	112,434	21,650	19%
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2026 Circulation

	Jun-26	Jun-25	Increase/ Decrease	% CHANGE	2026 YTD	2025 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,284	2,484	(200)	-8.05%	13,075	15,415	(2,340)	-15.18%
Youth Nonfiction	2,017	2,463	(446)	-18.11%	10,465	12,830	(2,365)	-18.43%
Adult Fiction	6,686	6,517	169	2.59%	33,957	34,076	(119)	-0.35%
Youth Fiction	5,434	5,408	26	0.48%	21,098	21,789	(691)	-3.17%
Youth Reader	1,417	1,517	(100)	-6.59%	6,783	7,094	(311)	-4.38%
Youth Picture Books	3,587	4,226	(639)	-15.12%	18,191	21,524	(3,333)	-15.49%
Adult Magazines	59	83	(24)	-28.92%	576	522	54	10.34%
Youth Magazines	51	39	12		211	157	54	34.39%
Subtotal	21,535	22,737	(1,202)	-5.29%	104,356	113,407	(9,051)	-7.98%
OUTREACH								
Deposit	962	986	(24)	-2.43%	5,514	6,012	(498)	-8.28%
CARLSON								
Adult Nonfiction	998	967	31	3.21%	4,987	5,605	(618)	-11.03%
Youth Nonfiction	1,716	1,728	(12)	-0.69%	7,517	7,932	(415)	-5.23%
Adult Fiction	4,061	3,925	136	3.46%	18,982	19,023	(41)	-0.22%
Youth Fiction	4,687	4,697	(10)	-0.21%	17,416	18,150	(734)	-4.04%
Youth Readers	2333	2149	184	8.56%	9,794	10,736	(942)	-8.77%
Youth Picture Books	3,914	4,001	(87)	-2.17%	18,263	19,987	(1,724)	-8.63%
Adult Magazines	56	58	(2)	-3.45%	255	294	(39)	-13.27%
Youth Magazines	41	27	14	51.85%	190	122	68	55.74%
Subtotal	17,806	17,552	254	1.45%	77,404	81,849	(4,445)	-5.43%
NORTHPORT								
Adult Nonfiction	245	264	(19)	-7.20%	1,341	1,671	(330)	-19.75%
Youth Nonfiction	403	439	(36)	-8.20%	1,861	1,726	135	7.82%
Adult Fiction	1,036	991	45	4.54%	5,494	5,558	(64)	-1.15%
Youth Fiction	729	571	158	27.67%	2,624	2,255	369	16.36%
Youth Readers	417	404	13	3.22%	2,015	1,654	361	21.83%
Youth Picture Books	653	534	119	22.28%	3,201	3,250	(49)	-1.51%
Adult Magazines	15	20	(5)	-25.00%	98	97	1	1.03%
Youth Magazines	-	-	-		-	14	(14)	-100.00%
Subtotal	3,498	3,223	275	8.53%	16,634	16,225	409	2.52%
TOTAL PRINT	43,801	44,498	(697)	-1.57%	203,908	217,493	(13,585)	-6.25%

2026 Circulation

NONPRINT

OverDrive	25,910	30,589	(4,679)	-15.30%	148,093	178,241	(30,148)	-16.91%
Childrens Devices	17	27	(10)	-37.04%	84	113	(29)	-25.66%
Kanopy	852	661	191		5,598	4,363	1,235	28.31%
Subtotal	26,779	31,277	(4,498)	-14.38%	153,775	182,717	(28,942)	-15.84%

MAIN

Adult DVD's	2219	2526	(307)	-12.15%	13,505	15,593	(2,088)	-13.39%
Youth DVD's	325	467	(142)	-30.41%	1,664	2,425	(761)	-31.38%
Video Games	250	242	8	3.31%	1,462	1,409	53	3.76%
Adult CD's	393	374	19	5.08%	2,395	2,860	(465)	-16.26%
Youth CD's	76	49	27	55.10%	352	313	39	12.46%
Adult Books on CD	138	110	28	25.45%	706	859	(153)	-17.81%
Youth Books on CD	477	463	14	3.02%	2,158	2,113	45	2.13%
Kits	326	337	(11)	-3.26%	1,543	1,781	(238)	-13.36%
Subtotal	4,204	4,568	(364)	-7.97%	23,785	27,353	(3,568)	-13.04%

CARLSON

Adult DVD's	1243	1350	(107)	-7.93%	7,046	8,546	(1,500)	-17.55%
Youth DVD's	518	746	(228)	-30.56%	2,715	3,257	(542)	-16.64%
Video Games	356	328	28	8.54%	1,739	1,742	(3)	-0.17%
Adult CD's	169	169	-	0.00%	1,195	1,443	(248)	-17.19%
Youth CD's	73	91	(18)	-19.78%	346	384	(38)	-9.90%
Adult Books on CD	56	84	(28)	-33.33%	314	414	(100)	-24.15%
Youth Books on CD	356	373	(17)	-4.56%	1,868	1,787	81	4.53%
Kits	239	232	7	3.02%	1,181	1,233	(52)	-4.22%
Subtotal	3,010	3,373	(363)	-10.76%	16,404	18,806	(2,402)	-12.77%

NORTHPORT

Adult DVD's	657	510	147	28.82%	3,355	3,719	(364)	-9.79%
Youth DVD's	115	70	45	64.29%	478	428	50	11.68%
Video Games	95	86	9	10.47%	488	547	(59)	-10.79%
Adult CD's	0	75	(75)	-100.00%	-	495	(495)	-100.00%
Youth CD's	-	-	-		-	-	-	
Adult Books on CD	0	28	(28)	-100.00%	-	112	(112)	-100.00%
Youth Books on CD	-	170	(170)	-100.00%	691	841	(150)	-17.84%
Kits	36	35	1	2.86%	157	220	(63)	-28.64%
Subtotal	903	974	(71)	-7.29%	5,169	6,362	(1,193)	-18.75%

TOTAL NONPRINT	34,896	40,192	(5,296)	-13.18%	199,133	235,238	(36,105)	-15.35%
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INTERLIBRARY LOAN

Borrowed	246	185	61	32.97%	1,249	1,408	(159)	-11.29%
Loaned	261	347	(86)	-24.78%	1,753	2,237	(484)	-21.64%
Subtotal	507	532	(25)	-4.70%	3,002	3,645	(643)	-17.64%

RENEWALS	30,257	12,460	17,797	142.83%	188,941	68,495	120,446	175.85%
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TOTAL CIRCULATION	109,461	97,682	11,779	12.06%	594,984	524,871	70,113	13.36%
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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				329,480										355,685
LDONUN	Unrestricted Donations	33,969	55	12,541	155	120	5	5								46,850
LDONSP	Restricted Donations	29,789	4,092	5,500	0	1,300	23,650	11,736								76,066
	Grants	0														0
	Total	89,962	4,147	18,041	155	330,900	23,655	11,741	0	0	0	0	0	0	0	478,601

	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	427	208	3,226								4,467	
101-7019-463.61-40	General Supplies															0	
101-7019-463.61-43	Programming		2,728	(474)	432	211	214									3,111	
101-7019-463.61-70	Books & Materials		2,190	244				310								2,744	
101-7019-463.68-10	Miscellaneous															0	
101-7019-463.68-10	Staff Development		30	201	1,939	603	30	30								2,833	
	Grant Expenses															0	
	Total		4,948	191	2,757	1,241	452	3,566	0	0	0	0	0	0	0	13,155	465,446

Fargo Public Library 2026 Total Expenses 42% 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	\$ 1,228,744	\$ 1,228,744	\$ 2,655,784	46.27%
Full time overtime	11-01	\$ 459	\$ 459	\$ -	
Full time banked sick	11-02	\$ -	\$ -	\$ 24,915	0.00%
Part time w/benefits	13-00	\$ 275,956	\$ 275,956	\$ 569,159	48.48%
Part time w/benefits overtime		\$ 40	\$ 40	\$ -	
Part time banked sick		\$ -	\$ -	\$ -	
Part time seasonal no benefits	14-00	\$ 17,818	\$ 17,818	\$ 55,202	32.28%
Health insurance	20-01	\$ 181,555	\$ 181,555	\$ 379,363	47.86%
Dental insurance	20-03	\$ 11,274	\$ 11,274	\$ 24,892	45.29%
Long Term Disability	20-04	\$ 3,416	\$ 3,416	\$ 7,277	46.94%
Auto Allowance	20-05	\$ 425	\$ 425	\$ 900	47.26%
HSA City Contribution	20-08	\$ 153	\$ 153	\$ -	
FICA 6.2%	21-01	\$ 90,209	\$ 90,209	\$ 196,717	45.86%
Medicare 1.45%	21-02	\$ 21,098	\$ 21,098	\$ 46,006	45.86%
City Pension	22-01	\$ 13,039	\$ 13,039	\$ 34,423	37.88%
NDPERS Pension	22-04	\$ 117,709	\$ 117,709	\$ 253,326	46.47%
NDPERS & City Pension	22-05	\$ 3,280	\$ 3,280	\$ 6,941	47.25%
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	
NDPERS DC Required Cont.	22-10	\$ 2,394	\$ 2,394	\$ 1,895	126.32%
NDPERS DC Addlt Contrib	22-11	\$ 493	\$ 493	\$ 541	91.12%
Workers Comp	25-00	\$ 261	\$ 261	\$ -	
Life insurance	26-00	\$ -	\$ -	\$ 800	0.00%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ 1,000	0.00%
Security Services	38-61	\$ 53,604	\$ 53,604	\$ 106,479	50.34%
Other Services	38-99	\$ 10,487	\$ 17,529	\$ 15,750	111.29%
Water Sewer	41-05	\$ 2,811	\$ 2,811	\$ 6,500	43.25%
General equip repair	43-20	\$ -	\$ -	\$ 3,000	0.00%
General equip repair (computer)	43-21	\$ 4,981	\$ 4,981	\$ 29,266	17.02%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	
Maintenance service	43-50	\$ 58,036	\$ 66,043	\$ 74,124	89.10%
Land and building rent	44-10	\$ 46,039	\$ 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	\$ 2,830	\$ 2,830	\$ 6,400	44.23%
Other communications	53-60	\$ 240	\$ 240	\$ 2,600	9.23%
ILS Development	53-61	\$ -	\$ -	\$ 28,150	0.00%
Minitex/OCLC	53-62	\$ 22,991	\$ 22,991	\$ 21,600	106.44%
Marketing	54-11	\$ 20,110	\$ 20,110	\$ 41,500	48.46%
In state travel	56-60	\$ 1,166	\$ 1,166	\$ 3,500	33.33%
Out of state travel	57-60	\$ 7,544	\$ 7,544	\$ 7,500	100.59%
Due & membership in state	59-10	\$ 2,133	\$ 2,133	\$ 2,600	82.04%
Dues/membership out state	59-11	\$ 2,444	\$ 2,444	\$ 2,500	97.76%
Seminar & conf in state	59-20	\$ 1,517	\$ 1,517	\$ 2,500	60.66%
Seminar & conf out state	59-21	\$ 2,828	\$ 2,828	\$ 2,750	102.84%
Office supplies	61-10	\$ 23,240	\$ 23,240	\$ 32,500	71.51%
Medical supplies	61-20	\$ 50	\$ 50	\$ 600	8.25%
General supplies	61-40	\$ 11,160	\$ 12,860	\$ 35,000	36.74%
Program materials	61-43	\$ 22,203	\$ 23,537	\$ 41,000	57.41%
Materials Processing	61-44	\$ 19,582	\$ 19,585	\$ 59,569	32.88%
Postage	61-50	\$ 5,058	\$ 5,058	\$ 15,300	33.06%
Books & periodicals	61-70	\$ 272,877	\$ 272,971	\$ 668,013	40.86%
Gasoline		\$ 220	\$ 220	\$ 550	39.92%
Natural gas	62-50	\$ 10,557	\$ 10,557	\$ 50,153	21.05%
Electricity	62-51	\$ 24,258	\$ 24,258	\$ 118,265	20.51%
Miscellaneous	68-10	\$ 1,382	\$ 1,382	\$ 2,000	69.12%
Safety compliance	68-50	\$ 233	\$ 233	\$ 100	233.20%
Bad Debt		\$ -	\$ -	\$ -	
Capital Outlay - Equipment		\$ -	\$ -	\$ -	
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	
		\$ 2,612,565	\$ 2,676,067	\$ 5,764,049	46.43%

Fargo Public Library 2026 Total Expenses 42% OF YEAR LAPSED								
EXPENSE VS. BUDGET								
2026								
MAIN								
Account	Budget Line	April	May	June	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 150,009	\$ 229,671	\$ 158,394	\$ 936,041		\$ 2,113,354	44%
Full time overtime	11-01	\$ 98	\$ 10	\$ 10	\$ 177		\$ -	
Full Time banked sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 21,495	0%
Part time w/benefits	13-00	\$ 29,745	\$ 43,180	\$ 30,221	\$ 182,249		\$ 393,059	46%
Part time w/benefits overtime		\$ -	\$ -	\$ 22	\$ 40		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ 1,915	\$ 2,975	\$ 2,377	\$ 12,526		\$ 40,056	31%
Health insurance	20-01	\$ 20,048	\$ 20,588	\$ 21,092	\$ 115,532		\$ 282,412	41%
Dental insurance	20-03	\$ 1,459	\$ 1,489	\$ 1,494	\$ 8,321		\$ 18,478	45%
Long Term Disability	20-04	\$ 414	\$ 630	\$ 413	\$ 2,553		\$ 5,666	45%
Auto Allowance	20-05	\$ 69	\$ 104	\$ 69	\$ 425		\$ 900	47%
HSA City Contribution	20-08	\$ 20	\$ 20	\$ 60	\$ 153		\$ -	
FICA 6.2%	21-01	\$ 10,752	\$ 16,604	\$ 11,329	\$ 67,208		\$ 152,906	44%
Medicare 1.45%	21-02	\$ 2,515	\$ 3,883	\$ 2,649	\$ 15,718		\$ 35,760	44%
City Pension	22-01	\$ 1,339	\$ 1,995	\$ 1,339	\$ 8,250		\$ 24,288	34%
NDPERS Pension	22-04	\$ 14,397	\$ 21,872	\$ 14,268	\$ 88,448		\$ 198,522	45%
NDPERS & City Pension	22-05	\$ 535	\$ 797	\$ 535	\$ 3,280		\$ 6,941	47%
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	
NDPERS DC Required Cont.	22-10	\$ 294	\$ 431	\$ 515	\$ 1,992		\$ 1,895	105%
NDPERS DC Addlt Contrib	22-11	\$ 86	\$ 105	\$ 84	\$ 491		\$ 541	91%
Workers Comp	25-00	\$ -	\$ -	\$ 261	\$ 261		\$ -	
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ 800	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 11,532	\$ 11,180	\$ 11,336	\$ 53,604		\$ 106,479	50%
Other Services	38-99	\$ 1,032	\$ 1,230	\$ 1,027	\$ 9,531	\$ 7,041	\$ 15,000	110%
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ -		\$ -	
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ 3,000	0%
General equip repair (computer)	43-21	\$ 25	\$ 81	\$ 1,005	\$ 4,021		\$ 28,266	14%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ -	
Maintenance service	43-50	\$ 1,469	\$ 10,277	\$ 2,122	\$ 58,036	\$ 8,007	\$ 72,324	91%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Property insurance	52-10	\$ -	\$ -	\$ -	\$ 11,145		\$ 21,007	53%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -		\$ 392	0%
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ 12,468	0%
Cellular phone service	53-20	\$ 472	\$ 472	\$ 472	\$ 2,830		\$ 6,400	44%
Other communications	53-60	\$ 40	\$ 40	\$ 40	\$ 240		\$ 2,600	9%
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -		\$ 28,150	0%
Minitex/OCLC	53-62	\$ -	\$ -	\$ -	\$ 22,991		\$ 21,600	106%
Marketing	54-11	\$ 5,247	\$ 1,799	\$ 4,178	\$ 20,110		\$ 41,500	48%
In state travel	56-60	\$ 193	\$ 290	\$ 105	\$ 1,166		\$ 3,500	33%
Out of state travel	57-60	\$ 6,961	\$ 584	\$ -	\$ 7,544		\$ 7,500	101%
Due & membership in state	59-10	\$ -	\$ 273	\$ -	\$ 2,133		\$ 2,600	82%
Dues/membership out state	59-11	\$ -	\$ 270	\$ 210	\$ 2,444		\$ 2,500	98%
Seminar & conf in state	59-20	\$ -	\$ 116	\$ 99	\$ 1,517		\$ 2,500	61%
Seminar & conf out state	59-21	\$ -	\$ -	\$ -	\$ 2,828		\$ 2,750	103%
Office supplies	61-10	\$ 1,450	\$ 1,771	\$ 1,471	\$ 11,883		\$ 21,000	57%
Medical supplies	61-20	\$ -	\$ -	\$ 18	\$ 50		\$ 600	8%
General supplies	61-40	\$ 2,218	\$ 1,155	\$ 2,741	\$ 9,317	\$ 1,700	\$ 25,000	44%
Program materials	61-43	\$ 2,884	\$ 2,631	\$ 2,645	\$ 22,203	\$ 1,334	\$ 41,000	57%
Materials Processing	61-44	\$ 558	\$ 8,170	\$ 4,418	\$ 19,582	\$ 3	\$ 59,569	33%
Postage	61-50	\$ 14	\$ -	\$ -	\$ 5,058		\$ 11,000	46%
Books & periodicals	61-70	\$ 23,642	\$ 43,692	\$ 39,497	\$ 207,703	\$ 94	\$ 508,838	41%
Gasoline	62-10	\$ 33	\$ 27	\$ 69	\$ 220		\$ 550	40%
Natural gas	62-50	\$ -	\$ -	\$ 884	\$ 995		\$ 27,500	4%
Electricity	62-51	\$ -	\$ -	\$ 4,847	\$ 13,200		\$ 83,000	16%
Miscellaneous	68-10	\$ 101	\$ -	\$ 202	\$ 1,382		\$ 2,000	69%
Safety compliance	68-50	\$ -	\$ 233	\$ -	\$ 233		\$ 100	233%
Bad Debt		\$ -			\$ -		\$ -	
Capital Outlay - Machinery & Equipment		\$ -			\$ -		\$ -	
Capital Outlay - Computer Software	74-10	\$ -			\$ -		\$ -	
Capital Outlay - Vehicles	74-20	\$ -			\$ -		\$ -	
		\$ 291,561	\$ 428,643	\$ 322,518	\$ 1,935,629	\$ 18,179	\$ 4,458,266	44%

Fargo Public Library 2026 Total Expenses								
42% OF YEAR LAPSED								
EXPENSE VS. BUDGET								
2026								
CARLSON								
Account	Budget Line	April	May	June	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 32,210	\$ 48,650	\$ 31,929	\$ 197,063		\$ 424,626	46%
Full time overtime	11-01	\$ 248	\$ 35	\$ -	\$ 282		\$ -	
full Time Banked Sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 3,420	0%
Part time w/benefits	13-00	\$ 10,814	\$ 13,251	\$ 9,852	\$ 61,057		\$ 120,194	51%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ 728	\$ 1,386	\$ 998	\$ 5,292		\$ 15,146	35%
Health insurance	20-01	\$ 8,597	\$ 8,492	\$ 8,660	\$ 48,489		\$ 87,645	55%
Dental insurance	20-03	\$ 344	\$ 342	\$ 345	\$ 1,949		\$ 4,887	40%
Long Term Disability	20-04	\$ 96	\$ 139	\$ 92	\$ 572		\$ 1,227	47%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -		\$ -	
HSA City Contribution	20-08	\$ -	\$ -	\$ -	\$ -		\$ -	
FICA 6.2%	21-01	\$ 2,578	\$ 3,778	\$ 2,494	\$ 15,460		\$ 33,216	47%
Medicare 1.45%	21-02	\$ 603	\$ 884	\$ 583	\$ 3,616		\$ 7,768	47%
City Pension	22-01	\$ 781	\$ 1,164	\$ 781	\$ 4,789		\$ 10,135	47%
NDPERS Pension	22-04	\$ 2,870	\$ 4,225	\$ 2,884	\$ 17,596		\$ 38,719	45%
NDPERS & City Pension	22-05		\$ -	\$ -	\$ -		\$ -	
Actuarial Contributions	22-06		\$ -	\$ -	\$ -		\$ -	
NDPERS DC Required Cont.	22-10	\$ 110	\$ 90	\$ 46	\$ 402		\$ -	
NDPERS DC Addlt Contrib	22-11	\$ -	\$ -	\$ -	\$ 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	\$ -	\$ 136		\$ 250	54%
Water Sewer	41-05	\$ 275	\$ 299	\$ 333	\$ 1,423		\$ 3,500	41%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General equip repair (computer)	43-21	\$ 850	\$ 48	\$ 62	\$ 960		\$ 1,000	96%
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		\$ 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	\$ 1,086	\$ 1,179	\$ 1,598	\$ 8,440		\$ 8,500	99%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General supplies	61-40	\$ 18	\$ 295	\$ 95	\$ 1,389		\$ 7,500	19%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -		\$ -	
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -		\$ -	
Postage	61-50	\$ -	\$ -	\$ -	\$ -		\$ 4,300	0%
Books & periodicals	61-70	\$ 1,046	\$ 14,761	\$ 8,253	\$ 42,514		\$ 104,100	41%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Natural gas	62-50	\$ -	\$ -	\$ 2,606	\$ 8,685		\$ 19,853	44%
Electricity	62-51	\$ -	\$ -	\$ 4,859	\$ 8,892		\$ 27,265	33%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ -	
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -	
		\$ 63,287	\$ 99,053	\$ 76,468	\$ 431,230	\$ -	\$ 931,736	46%

Fargo Public Library 2026 Total Expenses								
42% OF YEAR LAPSED								
EXPENSE VS. BUDGET								
2026								
NORTHPORT								
Account	Budget Line	April	May	June	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 15,853	\$ 22,946	\$ 15,751	\$ 95,641		\$ 117,804	81%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -		\$ -	
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ -	
Part time w/benefits	13-00	\$ 5,420	\$ 8,228	\$ 4,892	\$ 32,650		\$ 55,906	58%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -		\$ -	
Part time banked sick		\$ -	\$ -	\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Health insurance	20-01	\$ 3,226	\$ 3,115	\$ 2,989	\$ 17,534		\$ 9,306	188%
Dental insurance	20-03	\$ 183	\$ 180	\$ 172	\$ 1,004		\$ 1,527	66%
Long Term Disability	20-04	\$ 49	\$ 71	\$ 46	\$ 290		\$ 384	75%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -		\$ -	
HSA City Contribution	20-08	\$ -	\$ -	\$ -	\$ -		\$ -	
FICA 6.2%	21-01	\$ 1,239	\$ 1,855	\$ 1,212	\$ 7,541		\$ 10,595	71%
Medicare 1.45%	21-02	\$ 290	\$ 434	\$ 283	\$ 1,764		\$ 2,478	71%
City Pension	22-01	\$ -	\$ -	\$ -	\$ -		\$ -	
NDPERS Pension	22-04	\$ 1,913	\$ 2,844	\$ 1,847	\$ 11,665		\$ 16,085	73%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -		\$ -	
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	
NDPERS DC Required Cont.	22-10	\$ 32	\$ 24	\$ 37	\$ -		\$ -	
NDPERS DC Addlt Contrib	22-11	\$ -	\$ -	\$ -	\$ -		\$ -	
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ -	
Security Services	38-61	\$ -	\$ -	\$ -	\$ -		\$ -	
Other Services	38-99	\$ 34	\$ -	\$ -	\$ 821		\$ 500	164%
Water Sewer	41-05	\$ 278	\$ 278	\$ 278	\$ 1,388		\$ 3,000	46%
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	\$ 7,608	\$ 6,405	\$ 6,405	\$ 46,039	\$ 45,323	\$ 84,270	108%
Property insurance	52-10	\$ -	\$ -	\$ -	\$ 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	\$ 28	\$ 276	\$ 10	\$ 2,917		\$ 3,000	97%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General supplies	61-40	\$ 248	\$ -	\$ 81	\$ 454		\$ 2,500	18%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -		\$ -	
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -		\$ -	
Postage	61-50	\$ -	\$ -	\$ -	\$ -		\$ -	
Books & periodicals	61-70	\$ 714	\$ 7,281	\$ 3,751	\$ 22,661	\$ -	\$ 55,075	41%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ -	\$ -	\$ 251	\$ 877		\$ 2,800	31%
Electricity	62-51	\$ -	\$ -	\$ 1,109	\$ 2,167		\$ 8,000	27%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ -	
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -	
		\$ 37,115	\$ 53,938	\$ 39,113	\$ 245,706	\$ 45,323	\$ 374,047	78%

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	\$ 1,697.69	\$ 365.35
May	\$ 2,253.41	\$ 338.19
June	\$ 3,976.36	\$ 570.18
July		
August		
September		
October		
November		
December		
	\$ 15,823.52	\$ 3,381.09

Total \$ 19,204.61