

Fargo Public Library Board of Directors
Agenda for Tuesday January 17, 2023
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 December 20 Meeting **Action**
3. Public Comment
4. Staff Report- Megan Lass
5. Director's Report
6. Unfinished Business
 - A. None
7. New Business
 - A. Electronic Communications Policy Review **Action**
 - B. Gifts to the Library Policy Review **Action**
 - C. Media Relations Policy Review **Action**
 - D. State Legislative Update **Action**
8. Statistical Reports
 - A. December Usage
 - B. December Financials
9. Friends of the Library Report
10. Next Regular Meeting: February 21
11. Adjourn

**Fargo Public Library Board
Minutes for Tuesday, December 20 4:00 p.m.
Fargo City Commission Chambers and Virtual
225 4th Street North, Fargo, ND 58102**

Board Members Present: Carlos Hawley, Kristen Schipper, Wanda Mengelkoch, Jenna Reno, Carrie Peterson (virtual)

Board Members Absent: Amy Ouren, Hannah James

Staff: Tim Dirks, Megan Lass, Cindy Haff

Others Present: Whitney Oxendahl

Board President Carlos Hawley called the meeting to order at 4:00 p.m. and a quorum was declared.

Order of the Agenda Approved

Kristen Schipper made a motion to approve the Order of the Agenda. Wanda Mengelkoch seconded the motion; all the members voted aye and the motion carried.

Minutes of the November 15 Regular Meeting Approved

Jenna Reno made a motion to approve the minutes of the November 15 meeting. Second by Kristen Schipper; all the members voted aye and the motion carried.

Public Comment

Whitney Oxendahl reminded the board of available resources for governance boards from the State of North Dakota Library including the Board of Trustees Manual. She recommended such topics as services & resources from the State & National Library Associations, national library trends, current & new legislation & laws affecting libraries.

Staff Report

Megan Lass presented highlights of staff updates and events including:

- Staffing
 - Recently hired 2 new LA 1 employees, with 2 more in backgrounding process
- Services
 - New Library Hours beginning after the 1st of the year
 - Open Sundays 1pm – 6 pm
 - Closing Hours: 8pm (6pm Wed & Thur for Northport)
- Children
 - Stuffed Animal Sleepover, Dec 27-28 (Main)
 - Mary Poppins Sing-a-long, Dec 29 (Main)
 - LEGO design Contest, Dec 30 (Main) – Pre-registration required
- Teens
 - Weekly Teen Time suspended through the holidays, resuming in January
 - TickToks & Selfies, Jan 17 (Carlson)
- Adults
 - Tea Tasting, Jan 7 (Carlson) Registration required

- Silent Reading Party, Jan 8 (Drekker Brewhalla)
- Book Clubs in January
 - Sense of Place, Jan 5
 - Team Time, Jan 9
 - Diverse Perspectives, Jan 12
- Multigenerational
 - Chess Club – all are invited. Tuesdays, 5:30 (Main)

Director's Report

Director Tim Dirks summarized the written report in the Board Packet. He highlighted the recent Facilities Master Planning meetings which have seen interesting ideas for the future of Carlson and Northport facilities. He is very happy with what we've seen so far. The plan is due to be completed by the middle of first quarter of 2023.

Unfinished business

No unfinished business was discussed.

New Business

Access to Materials Policy

No specific changes were presented. This was a policy that that has not been reviewed in recent years.

Wanda Mengelkoch made a motion to accept the proposal with the proposed wording update. Kristen Schipper seconded the motion. All the members voted aye and the proposal was accepted.

Statistical Reports

November Usage

Director Tim Dirks noted the numbers continue to increase in attendance, volunteer hours, circulation and internet signups. We are still behind our 2019 numbers, but continue to increase since COVID.

November Financials

Director Tim Dirks recognized the gifts from the Friends of the Fargo Public Library and added thanks for the donations expended towards One Book, One Community, Staff Development, Adult & Children's programming and additions to our Children's Reading Program

Friends of the Library Report

No report this month

Next Regular Meeting January 17.

The meeting adjourned at 4:15 p.m.

Respectfully submitted,
Cindy Haff

Staff Report

January 2023 Library Board Meeting

Programming:

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

Children

- **Intro to Engineering for Kids, February 4, 10:00am – Northport Branch.** Calling all creative problem solvers and the curious in kindergarten-6th grade! Learn about the wide world of engineering through hands-on demonstrations of mechanical, civil, and electrical engineering with NDSU's Society of Women Engineers. No registration is required for this event.
- **Kindergarten Success! Storytime, February 4, 10:00am—Main Library.** Get your child ready for Kindergarten by exploring literacy and STEAM topics through music, stories, songs, and play. Library staff will share tips you can use to instill a love of reading in your child. These events are held at the Main Library and is appropriate for children ages 3 to 5. Activities follow each storytime and all children receive a free book!
- **Libraries Dance, February 8, 6:30pm – Main Library.** Our dance and storytime fun continues! FM Ballet and Gasper's School of Dance will be here to share some great dance moves and tell amazing stories! Tutus, Tutus, Everywhere is our theme for February. This event is geared toward children 3 and up and no registration is required.
- **Going Places Book Club: Midnight Children by Dan Gemeinhart, February 14, 4pm.** We're reading all over the place in the Going Places Book Club! Kids in grades 3 to 7 are invited to join us as we experience each month's featured book through related activities, discussion, snacks, and crafts.
- **Animal Adaptations, February 17, 11:30am – Main Library.** Our local area has a tremendous diversity of wildlife. Each species survives and thrives through adaptations to our climate and habitat. Kids of all ages are invited to learn about these adaptations when Jeffrey Miller, Director of the Cass County Soil Conservation District, visits the library. Kids will also have an opportunity to see and touch real animal pelts! No registration is required for this event.

Teens

- **Hot Chocolate Stir Spoons, January 28, 10:00am – Carlson Library.** Warm up with hot chocolate and make your own chocolate dipped stir spoon for added deliciousness. Open to teens and tweens 11-18. Registration is required and opens January 9.
- **Craft: Card Making, February 11, 11:00am – Main Library.** Come Make Cards for family, friends, or your special someone! We will make cards with watercolor paint, pop-up surprises, and more. All supplies will be provided and no registration is required.
- **Escape the Library!, February 17, 12:00, 1:00, and 2:00pm – Carlson Library.** Test your sleuth skills and solve clues with your team to "break out" of the library. Ages 11-18. Registration is required and opens January 30.
- **Craft: Faux Stained Glass, February 21, 4:30pm – Main Library.** Create a masterpiece using glue! Open to teens and tweens 11-19. Registration is required and opens February 7.

Adults

- **Yin Yoga, Tuesdays, 12:00pm – Carlson Library.** Start off the New Year with Yin Yoga! Yin yoga is a slow-paced style of yoga with poses that are held for longer periods of time than in other styles to improve flexibility and restore range of motion. Bring a yoga mat (if you have one) or a large towel and wear comfortable clothing that is easy to move in.

- **Perfectly Pixelated.** Join us for a series of crafts all utilizing points of color. In January we'll be making a hooped cross-stitch wall hanging. All materials will be provided. Registration is required and opens two weeks [prior to each craft.
 - Cross-stitch Wall Hanging: January 28, 10:00am – Northport Branch
 - Cross-stitch Wall Hanging: January 31, 6:00pm – Carlson Branch
 - Diamond Painting Bookmark: February 7, 6:00pm – Northport Branch
 - Diamond Painting Bookmark: February 11, 10:00am – Carlson Branch
- **February Film Series: Classics from the Forties.** Local film critic Mall Olien will host a 1940s film series at the downtown library featuring four classic movies from the decade. A short discussion will follow each screening.
 - February 5: *The Grapes of Wrath* (1940)
 - February 12: *Citizen Kane* (1941)
 - February 19: *Gaslight* (1944)
 - February 26: *Brief Encounter* (1946)
- **Book Clubs**
 - History Book Club, January 31 – *Bad Mexicans: Race, Empire and Revolution in the Borderlands* by Kelly Lytle Hernandez
 - Sense of Place, February 2 – *How the One-Armed Sister Sweeps Her House* by Cherie Jones
 - Diverse Perspectives, February 9 – *The 1619 Project: A New Origin Story* by Nikole Hannah-Jones
 - Tea Time Book Club, February 13 – *A Long Petal of the Sea* by Isabel Allende
 - Senior Book Club, February 21 – *Anxious People* by Fredrik Backman

Multigenerational

- **Winter Reading Challenge.** The library's online Winter Reading Challenge is happening through Sunday, Feb. 26, 2023. All ages are invited to read to earn books and prizes. Our theme this year is "All the Feels." Readers can get started with this year's challenge by logging into <https://fargolibrary.beanstack.org> to track their reading and activities. Paper reading logs are also available for download from the library's website or at any library location.
- **Family Trivia Night, January 26, 6:00pm—Main Library.** Rally your relatives and join us for family trivia night at the Main Library. The theme for January is World Mythology! Family trivia night is open to individuals, families, or teams of all ages – trivia works best for kids who are reading independently. There are prizes for our top winners and snacks for all!
- **FPL's 1st Annual Puzzle Competition, January 29, 1:30pm – Main Library.** Celebrate National Puzzle Day with a puzzle competition from 1:30-3:30pm. 20 teams will have two hours to complete a 500 piece puzzle that you get to keep. The top three teams win a prize! Participants are also encouraged to bring a puzzle or two to exchange. This program is recommended for adults, teens, or families. Registration is required and opens January 15.
- **FPL's 7th Annual Northern Narratives.** The Fargo Public Library is seeking submissions for our seventh annual Northern Narratives, a writing project that aims to inspire regional writer and serve as a community heirlooms. We are accepting submissions starting February 1 in three categories: fiction, nonfiction, and poetry. The program is open to adults and teens 13 years or older. More information and rules are available on the library's website.

FPL DIRECTOR'S REPORT

January 17, 2023

Director's Activities:

- 1.11.23 Moderated Meeting w/Facilities Management and Stone Group Architects per Main shades RFP.
- 1.12.23 Met with Commission Liaison Arlette Preston

Goal 1 Professional & Organizational:

- 12.28.22 Provided Office Hours
- 1.3.23 Moderated Library Dept. Heads Meeting
- 1.4.23 Provided Office Hours
- 1.10.23 Moderated Library Dept. Heads Meeting
- 1.17.23 Moderated Library Dept. Heads Meeting

Goal 4 Partnering:

- 12.27.22 Attended Red River Zoo Board Meeting
- 1.3.23 Attended Friends Board Meeting
- 1.12.23 Attended Red River Zoo Board Meeting

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

What:

Review the Electronic Communications Policy

Explanation:

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

Director recommendation:

Review and approve the Electronic Communications Policy as presented.

Board Discussion:

Approve as recommended

First motion made by: _____

Second motion made by: _____

Approve with changes

First motion made by: _____

Second motion made by: _____

Vote

In Favor: _____

Opposed: _____

Approved/Denied/Tabled/Postponed

Service Policy **Electronic Communication**

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 customers in library activities and decisions. We welcome the opportunity to interact with our 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 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 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 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

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

What:

Review the Gifts to the Library Policy

Explanation:

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

Director recommendation:

Review and approve the Gifts to the Library Policy as presented.

Board Discussion:

Approve as recommended

First motion made by: _____

Second motion made by: _____

Approve with changes

First motion made by: _____

Second motion made by: _____

Vote

In Favor: _____

Opposed: _____

Approved/Denied/Tabled/Postponed

Service Policy **Gifts to the Library**

The Fargo Public Library welcomes and gratefully accepts monetary donations to purchase library materials, furniture and fixtures, and for program support. The library accepts equipment and artifacts at its discretion. Gifts of materials or money to support the library's collection development efforts are discussed in the Collection Development Policy. Donations become library property.

- Donations of equipment, furniture, and other artifacts will be accepted provided they meet the needs of the institution and are in accordance with the library's strategic plan. Donations that do not meet the library's selection criteria will be disposed of as the library deems appropriate.
- The Library Director will acknowledge monetary gifts. Donated equipment or artifacts will be acknowledged if the donor provides a name and address. Notice of memorial contributions will be made to the family or designated representative and a description of the benefit received by the library will be included in the acknowledgement letter.
- The library, as an interested party, cannot appraise equipment, furniture, or any other donated items. Reasonably detailed receipts will be issued stating the number and type of items contributed. In accordance with federal law the library will file IRS form 8282 for items valued at more than \$250 which are disposed of within two years of the donation. Form 8282 need not be filed if the item is valued at less than \$500 and is distributed to another charitable organization. Appraisal is the donor's responsibility.
- The Library recognizes that in-kind or non-cash contributions may be received in the form of services, real estate, or marketable securities. Non-cash contributions over a fair market value of \$250.00 will be documented by donor name, address, date of contribution, market value, and description. Fair market value shall be determined by the donor by such means as receipt, manufacturer's list price, or appraisal. Gifts that are difficult to value, illiquid, or cannot be used by the Library will not be accepted unless an exception is granted. Marketable securities and real estate will be sold at the earliest opportunity with proceeds to be received to the appropriate Library donations fund. Exceptions to the gift policy may be allowed with approval of the Library Board of Directors.
- Any assets donated to the Fargo Public Library become property of the Library and may be disposed of as deemed necessary or useful, pursuant to the restrictions listed below.

- Property valued at less than \$500.00 may be disposed of by the director of the Fargo Public Library, as he or she determines. The director is responsible for keeping yearly records of property disposal including the estimated value, how such value is determined, if relevant, the recipient of the property, and the value of any assets received in exchange.
- Property valued at over \$500.00 shall be disposed of through public auction or through appropriate third parties such as brokers, real estate agents, etc., if the property warrants such disposal. The disposal of such property and the means of disposal, including the selection of sales agents, shall be made only with the knowledge and approval of the Fargo Public Library Board.
- No disposal of donated property shall be made to related parties of the director, library staff, or the Fargo Public Library Board regardless of the value of the property. All members of the library staff and board are responsible for proactively notifying the director or the other members of the board of any known conflicts of interest whether actual or in appearance that might affect the disposal of donated property.
- Contributions in the form of real estate or marketable securities may be held by the library for future liquidation at more favorable prices or as part of the library's endowment portfolio if they produce income. Any such decisions must include an explicit rationale for holding the assets including projected future revenues and the market conditions under which a sale is anticipated. The decision to hold such assets rather than liquidate them shall be made only with the approval of the Library Board. The Board shall also periodically review whether such assets should still be retained.

#001-2002

Approved by the Library Board of Directors 08-20-2002

Revised 07-26-2005

Revised 11-19-2013

Revised 01-21-2014

Revised 02-18-2014

Reviewed 02-20-2018

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

What:

Review the Media Relations Policy

Explanation:

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

Director recommendation:

Review and approve the Media Relations Policy as presented.

Board Discussion:

Approve as recommended

First motion made by: _____

Second motion made by: _____

Approve with changes

First motion made by: _____

Second motion made by: _____

Vote

In Favor: _____

Opposed: _____

Approved/Denied/Tabled/Postponed

Service Policy
Media Relations

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 may be referred to the children's 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 person-in-charge.

Approved 07-18-2006
Reviewed 10-15-2013
Revised 05-20-2014
Reviewed 02-20-2018

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

What:

Library Board Testimony in opposition to Senate Bill 2123 & House Bill 1205

Explanation:

Currently there are two bills that if approved would censor library collections in the state of North Dakota.

Director recommendation:

Approve the development of language to use as testimony in opposition to Senate Bill 2123 and House Bill 1205.

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 Library Board Testimony Regarding Senate Bill No. 2123

The Fargo Public Library Board opposes Senate Bill No. 2123 due to the potential unintentional impacts on the access to materials from the libraries in North Dakota and the disruptions to library services it would cause. The language in the bill is extremely broad and would potentially criminalize library staff.

The Fargo Public Library Board opposes censorship in any form regardless of the motivations of the censor. The Fargo Public Library Board affirms the Library Bill of Rights and the Freedom to Read declaration.

It is essential that Senate Bill No. 2123 be prevented from being made law in order for libraries in North Dakota to continue to do their first amendment duties for the communities they serve. We urge Senate members to do their constitutional duty and prevent North Dakota from becoming a state that censors its public libraries.

Fargo Library Board Testimony Regarding House Bill No. 1205

The Fargo Public Library Board stands firmly in opposition to House Bill No. 1205 on the grounds that it, impacts the free access to materials from the libraries in North Dakota and forecasts disruptions to library services. Additionally, language in the bill concerns us greatly as it is overly broad and would potentially criminalize library staff performing their duties in good faith.

The Fargo Public Library Board contests censorship in any form, regardless of the motivations of the censor. The Fargo Public Library Board affirms both the Library Bill of Rights and the Freedom to Read declaration.

It is essential that House Bill No. 1205 be prevented from becoming law in order for libraries in North Dakota to continue to fulfil our first amendment duties for the communities we serve. We urge all Senate members to comply with their constitutional duty and prevent censorship from occupying North Dakota public libraries.

SENATE BILL NO. 2123

Introduced by

Senator Beard

1 A BILL for an Act to amend and reenact section 12.1-27.1-03.1 of the North Dakota Century
2 Code, relating to displaying objectionable materials or performance to minors; and to provide a
3 penalty.

4 **BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:**

5 **SECTION 1. AMENDMENT.** Section 12.1-27.1-03.1 of the North Dakota Century Code is
6 amended and reenacted as follows:

7 **12.1-27.1-03.1. Objectionable materials or performance - Display to minors -**
8 **Definitions - Penalty.**

- 9 1. A person is guilty of a class B misdemeanor if ~~hethe person~~ willfully displays at
10 newsstands or any other business establishment frequented by minors, or where
11 minors are or may be invited as a part of the general public, any photograph, book,
12 paperback book, pamphlet, or magazine, the exposed cover or available content of
13 which exploits, is devoted to, or ~~is principally made up of~~ contains depictions or written
14 descriptions of nude or partially denuded human figures posed or presented in a
15 manner to exploit sex, lust, or perversion ~~for commercial gain~~.
- 16 2. As used in this section:
- 17 a. "Nude or partially denuded human figures" means less than completely and
18 opaquely covered human genitals, pubic regions, female breasts or a female
19 breast, if the breast or breasts are exposed below a point immediately above the
20 top of the areola, or human buttocks; and includes human male genitals in a
21 discernibly turgid state even if completely and opaquely covered.
- 22 b. "Where minors are or may be invited as a part of the general public" includes any
23 public roadway or public walkway.

Sixty-eighth
Legislative Assembly

- 1 e. ~~The above shall not be construed to include a bona fide school, college,~~
2 ~~university, museum, public library, or art gallery.~~

Introduced by

Representatives Lefor, Steiner

1 A BILL for an Act to create and enact a new section to chapter 12.1-27.1 of the North Dakota
2 Century Code, relating to prohibiting public libraries from maintaining sexually explicit books; to
3 amend and reenact section 12.1-27.1-03.1 of the North Dakota Century Code, relating to
4 objectionable materials or performances; and to provide for application.

5 **BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:**

6 **SECTION 1. AMENDMENT.** Section 12.1-27.1-03.1 of the North Dakota Century Code is
7 amended and reenacted as follows:

8 **12.1-27.1-03.1. Objectionable materials or performance - Display to minors -**
9 **Definitions - Penalty.**

- 10 1. A person is guilty of a class B misdemeanor if he willfully displays at newsstands or
11 any other business establishment frequented by minors, or where minors are or may
12 be invited as a part of the general public, any photograph, book, paperback book,
13 pamphlet, or magazine, the exposed cover or available content of which exploits, is
14 devoted to, or is principally made up of depictions of nude or partially denuded human
15 figures posed or presented in a manner to exploit sex, lust, or perversion for
16 commercial gain.
- 17 2. As used in this section:
- 18 a. "Nude or partially denuded human figures" means less than completely and
19 opaquely covered human genitals, pubic regions, female breasts or a female
20 breast, if the breast or breasts are exposed below a point immediately above the
21 top of the areola, or human buttocks; and includes human male genitals in a
22 discernibly turgid state even if completely and opaquely covered.
- 23 b. "Where minors are or may be invited as a part of the general public" includes any
24 public roadway or public walkway.

1 c. The above ~~shall~~may not be construed to include a ~~bona-fide~~ school, college,
2 university, museum, ~~public library~~, or art gallery.

3 **SECTION 2.** A new section to chapter 12.1-27.1 of the North Dakota Century Code is
4 created and enacted as follows:

5 **Public libraries prohibited from maintaining or promoting certain books.**

6 1. As used in this section:

7 a. "Explicit sexual material" does not include works of art that, when taken as a
8 whole, have serious artistic significance, or works of anthropological significance,
9 or materials used in science courses, including materials used in biology,
10 anatomy, physiology, or sexual education classes. The term means any pictorial,
11 three-dimensional, or visual depiction, including any photography, picture, or
12 computer-generated image, showing:

- 13 (1) Human masturbation;
- 14 (2) Deviant sexual intercourse;
- 15 (3) Sexual intercourse;
- 16 (4) Direct physical stimulation of genitals;
- 17 (5) Sadomasochistic abuse;
- 18 (6) Postpubertal human genitals;
- 19 (7) Sexual preferences;
- 20 (8) Sexual activity;
- 21 (9) Sexual perversion;
- 22 (10) Sex-based classifications;
- 23 (11) Sexual identity; or
- 24 (12) Gender identity.

25 b. "Public library" means a library containing collections of books or periodicals for
26 the general population to read, borrow, or refer to which is supported with funds
27 derived from taxation.

28 2. A public library may not maintain in its inventory or promote books that make as their
29 primary subject the study of explicit sexual material.

1 3. An individual who believes a public library is maintaining a book in violation of
2 subsection 2 may submit a written request to the public library to remove the book
3 from its inventory.

4 4. A public library shall remove the book requested for removal within thirty days of
5 receiving the request.

6 5. By January 1, 2024, each public library shall develop a policy and process for
7 reviewing library collections to ensure conformance with the requirements of this
8 section. The policy must include a procedure:

9 a. For the development of a book collection that is appropriate for the age and
10 maturity levels of the individuals who may access the materials, and which is
11 suitable for, and consistent with, the purpose of the library;

12 b. For the public library to receive and evaluate a request from an individual
13 regarding the removal of one or more of the books in the library collection
14 containing explicit sexual material; and

15 c. To periodically review the library collection to ensure the library collection does
16 not contain explicit sexual material.

17 **SECTION 3. APPLICATION.** This Act applies to any book inventory or collection maintained
18 by a public library after March 31, 2024.

Library Use 2022

New Registrations: 376
 Approx. Registered Patrons: 32,746

ATTENDANCE	Dec-22	Dec-21	% CHANGE	2022 YTD	2021 YTD	Diff.	% CHANGE
Door Count Main	12,407	11,456	8%	182,443	139,105	43,338	31%
Door Count Carlson	8,060	7,979	1%	124,945	100,419	24,526	24%
Door Count Northport	3,643	3,680	-1%	48,884	45,840	3,044	7%
Outreach	344	401	-14%	5,257	3,113	2,144	69%
Total	24,454	23,516	4%	361,529	288,477	73,052	25%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main	13	173	105	65%	2,217	3,927	(1,710)	-44%
Adult Programs Carlson	9	60	98	-39%	927	1,345	(418)	-31%
Adult Programs Northport	3	35	36	-3%	172	516	(344)	-67%
Teen Programs Main	1	3	2	50%	143	256	(113)	-44%
Teen Programs Carlson	2	8	44	-82%	232	471	(239)	-51%
Teen Programs Northport	-	-	-		2	180	(178)	-99%
Childrens Programs Main	14	540	316	71%	5,225	5,625	(400)	-7%
Childrens Programs Carlson	7	200	290	-31%	3,402	2,496	906	36%
Childrens Programs Northport	2	34	181	-81%	1,452	1,398	54	4%
Community Engagement	2	112	-		7,010	5,033	1,977	39%
Outreach Department	1	53	38	39%	348	608	(260)	-43%
Virtual Adult	1	140	15	833%	958	1,678	(720)	-43%
Virtual Teen	-	-	16	-100%	-	90	(90)	-100%
Virtual Childrens	2	23	65	-65%	2,595	1,343	1,252	93%
Total	57	1,381	1,206	15%	24,683	24,966	(283)	-1%

VOLUNTEER HOURS								
Main		64	61	5%	886	365	521	143%
Carlson		19	41	-54%	263	211	52	25%
Outreach		48	92	-48%	833	440	393	89%
Northport		-	-		-	-	-	
Total		131	194	-32%	1,982	1,016	966	95%

INTERNET SIGNUP								
Main		1,852	1,814	2%	28,294	20,391	7,903	39%
Carlson		1,044	1,229	-15%	19,645	14,459	5,186	36%
Northport		372	319	17%	5,037	4,128	909	22%
Total		3,268	3,362	-3%	52,976	38,978	13,998	36%

ELECTRONIC ACTIVITY								
Web page hits		15,486	14,568	6%	200,843	197,021	3,822	2%

2022 Circulation

	Dec-22	Dec-21	Increase/ Decrease	% CHANGE	2022 YTD	2021 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,366	2,309	57	2.47%	31,082	29,397	1,685	5.73%
Youth Nonfiction	1,189	1,060	129	12.17%	20,062	18,279	1,783	9.75%
Adult Fiction	5,049	4,987	62	1.24%	69,588	56,801	12,787	22.51%
Youth Fiction	2,601	2,617	(16)	-0.61%	45,212	42,226	2,986	7.07%
Youth Reader	689	790	(101)	-12.78%	15,388	12,972	2,416	18.62%
Youth Picture Books	2,637	2,549	88	3.45%	43,624	37,643	5,981	15.89%
Adult Magazines	91	81	10	12.35%	1,390	1,336	54	4.04%
Youth Magazines	20	6	14	233.33%	296	151	145	96.03%
Subtotal	14,642	14,399	243	1.69%	226,642	198,805	27,837	14.00%
OUTREACH								
Deposit	493	1,066	(573)	-53.75%	10,965	9,539	1,426	14.95%
CARLSON								
Adult Nonfiction	766	612	154	25.16%	11,182	9,283	1,899	20.46%
Youth Nonfiction	631	652	(21)	-3.22%	13,105	12,156	949	7.81%
Adult Fiction	2,673	2,420	253	10.45%	36,664	33,447	3,217	9.62%
Youth Fiction	1,779	1,993	(214)	-10.74%	31,004	28,726	2,278	7.93%
Youth Readers	996	932	64	6.87%	17,313	16,080	1,233	7.67%
Youth Picture Books	2,140	2,459	(319)	-12.97%	37,685	35,600	2,085	5.86%
Adult Magazines	58	74	(16)	-21.62%	1,077	927	150	16.18%
Youth Magazines	66	17	49	288.24%	452	158	294	186.08%
Subtotal	9,109	9,159	(50)	-0.55%	148,482	136,377	12,105	8.88%
NORTHPORT								
Adult Nonfiction	293	207	86	41.55%	3,488	3,190	298	9.34%
Youth Nonfiction	188	170	18	10.59%	3,278	3,363	(85)	-2.53%
Adult Fiction	894	809	85	10.51%	11,148	10,894	254	2.33%
Youth Fiction	292	254	38	14.96%	4,925	5,383	(458)	-8.51%
Youth Readers	121	149	(28)	-18.79%	3,396	3,360	36	1.07%
Youth Picture Books	534	465	69	14.84%	7,966	6,633	1,333	20.10%
Adult Magazines	11	13	(2)	-15.38%	287	294	(7)	-2.38%
Youth Magazines	4	3	1		20	15	5	33.33%
Subtotal	2,337	2,070	267	12.90%	34,508	33,132	1,376	4.15%
TOTAL PRINT	26,581	26,694	(113)	-0.42%	420,597	377,853	42,744	11.31%

2022 Circulation

NONPRINT								
OverDrive	17,444	15,428	2,016	13.07%	197,836	180,067	17,769	9.87%
Zinio	-	-	-		-	2,813	(2,813)	-100.00%
Childrens Devices	9	9	-	0.00%	191	115	76	66.09%
Hoopla	2,388	2,021	367	18.16%	28,540	25,728	2,812	10.93%
RB Digital	-	-	-		-	-	-	
Subtotal	19,841	17,458	2,383	13.65%	226,567	208,723	17,844	8.55%
MAIN								
Adult DVD's	2,896	3,338	(442)	-13.24%	36,126	34,126	2,000	5.86%
Youth DVD's	303	304	(1)	-0.33%	4,700	3,827	873	22.81%
Video Games	229	207	22	10.63%	2,944	2,338	606	25.92%
Adult CD's	426	469	(43)	-9.17%	5,798	6,002	(204)	-3.40%
Youth CD's	28	52	(24)	-46.15%	721	704	17	2.41%
Adult Books on CD	138	204	(66)	-32.35%	2,354	2,534	(180)	-7.10%
Youth Books on CD	130	94	36	38.30%	2,069	1,873	196	10.46%
Kits	241	116	125	107.76%	2,908	1,221	1,687	138.17%
Subtotal	4,391	4,784	(393)	-8.21%	57,620	52,625	4,995	9.49%
CARLSON								
Adult DVD's	1,365	1,516	(151)	-9.96%	18,589	18,028	561	3.11%
Youth DVD's	288	420	(132)	-31.43%	6,131	6,079	52	0.86%
Video Games	221	174	47	27.01%	2,624	2,329	295	12.67%
Adult CD's	210	200	10	5.00%	2,765	3,213	(448)	-13.94%
Youth CD's	22	46	(24)	-52.17%	706	823	(117)	-14.22%
Adult Books on CD	101	117	(16)	-13.68%	1,631	1,704	(73)	-4.28%
Youth Books on CD	129	167	(38)	-22.75%	2,154	2,213	(59)	-2.67%
Kits	90	96	(6)	-6.25%	1,285	1,196	89	7.44%
Subtotal	2,426	2,736	(310)	-11.33%	35,885	35,585	300	0.84%
NORTHPORT								
Adult DVD's	628	794	(166)	-20.91%	8,594	9,782	(1,188)	-12.14%
Youth DVD's	84	101	(17)	-16.83%	1,188	1,286	(98)	-7.62%
Video Games	44	46	(2)	-4.35%	790	589	201	34.13%
Adult CD's	166	150	16	10.67%	1,509	1,690	(181)	-10.71%
Youth CD's	19	19	-	0.00%	156	157	(1)	-0.64%
Adult Books on CD	21	16	5	31.25%	392	428	(36)	-8.41%
Youth Books on CD	9	24	(15)	-62.50%	502	584	(82)	-14.04%
Kits	27	47	(20)	-42.55%	332	339	(7)	-2.06%
Subtotal	998	1,197	(199)	-16.62%	13,463	14,855	(1,392)	-9.37%
TOTAL NONPRINT	27,656	26,175	1,481	5.66%	333,535	311,788	21,747	6.97%
INTERLIBRARY LOAN								
Borrowed	194	150	44	29.33%	2,421	2,096	325	15.51%
Loaned	323	264	59	22.35%	4,186	3,727	459	12.32%
Subtotal	517	414	103	24.88%	6,607	5,823	784	13.46%
RENEWALS	12,547	12,358	189	1.53%	151,786	154,260	(2,474)	-1.60%
TOTAL CIRCULATION	67,301	65,641	1,660	2.53%	912,525	849,724	62,801	7.39%

Fargo Public Library 2022 Total Expenses
100% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2022

Account	Budget Line	Total YTD	Total Encumbrances	Total YTD Expenses + Encumbrances	Total Budget	%	Over/(Under)
Full time staff	11-00	\$ 2,144,070	\$ -	\$ 2,144,070	\$ 2,263,893	94.71%	\$ (119,823.49)
Full time overtime	11-01	\$ 506	\$ -	\$ 506	\$ -		\$ 505.62
Full time banked sick	11-02	\$ 16,953	\$ -	\$ 16,953	\$ 18,432	91.98%	\$ (1,478.79)
Part time w/benefits	13-00	\$ 483,293	\$ -	\$ 483,293	\$ 440,615	109.69%	\$ 42,677.96
Part time w/benefits overtime		\$ 10	\$ -	\$ 10	\$ -		\$ 9.70
Part time banked sick		\$ 242	\$ -	\$ 242	\$ 246		\$ (4.27)
Part time seasonal no benefits	14-00	\$ 46,293	\$ -	\$ 46,293	\$ 56,000	82.67%	\$ (9,706.82)
Health insurance	20-01	\$ 342,893	\$ -	\$ 342,893	\$ 381,757	89.82%	\$ (38,863.69)
Dental insurance	20-03	\$ 20,338	\$ -	\$ 20,338	\$ 21,411	94.99%	\$ (1,073.10)
Long Term Disability	20-04	\$ 5,502	\$ -	\$ 5,502	\$ 5,543	99.25%	\$ (41.46)
Auto Allowance	20-05	\$ 887	\$ -	\$ 887	\$ 900	98.55%	\$ (13.08)
FICA 6.2%	21-01	\$ 156,557	\$ -	\$ 156,557	\$ 168,898	92.69%	\$ (12,340.78)
Medicare 1.45%	21-02	\$ 36,716	\$ -	\$ 36,716	\$ 39,704	92.48%	\$ (2,987.70)
City Pension	22-01	\$ 37,640	\$ -	\$ 37,640	\$ 43,443	86.64%	\$ (5,803.22)
NDPERS Pension	22-04	\$ 172,123	\$ -	\$ 172,123	\$ 176,871	97.32%	\$ (4,748.35)
NDPERS & City Pension	22-05	\$ 5,981	\$ -	\$ 5,981	\$ 6,071	98.52%	\$ (89.88)
Actuarial Contributions	22-06	\$ 72,823	\$ -	\$ 72,823	\$ 72,823	100.00%	\$ -
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -
Life Insurance	26-00	\$ (80)	\$ -	\$ (80)	\$ 800	-10.00%	\$ (879.96)
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Security Services	38-61	\$ 112,606	\$ 12,395	\$ 125,001	\$ 134,329	93.06%	\$ (9,328.00)
Other Services	38-99	\$ 26,853	\$ 749	\$ 27,603	\$ 16,500	167.29%	\$ 11,102.69
Water Sewer	41-05	\$ 5,019	\$ -	\$ 5,019	\$ 5,000	100.37%	\$ 18.56
General equip repair	43-20	\$ (108)	\$ -	\$ (108)	\$ 3,000	-3.60%	\$ (3,107.99)
General equip repair (computer)	43-21	\$ 25,734	\$ -	\$ 25,734	\$ 31,766	81.01%	\$ (6,032.38)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 58,107	\$ 2,132	\$ 60,239	\$ 47,600	126.55%	\$ 12,638.61
Land and building rent	44-10	\$ 69,235	\$ 9,765	\$ 79,000	\$ 79,000	100.00%	\$ -
Property insurance	52-10	\$ 20,366	\$ -	\$ 20,366	\$ 12,065	168.80%	\$ 8,300.50
Automobile liability	52-20	\$ 289	\$ -	\$ 289	\$ 265	109.06%	\$ 24.00
General liability	52-30	\$ 11,456	\$ -	\$ 11,456	\$ 9,225	124.18%	\$ 2,230.73
Cellular phone service	53-20	\$ 4,182	\$ -	\$ 4,182	\$ 5,400	77.45%	\$ (1,217.81)
Other communications	53-60	\$ 2,201	\$ -	\$ 2,201	\$ 2,100	104.82%	\$ 101.18
ILS Development	53-61	\$ 17,500	\$ -	\$ 17,500	\$ 46,150	37.92%	\$ (28,650.00)
Minitex/OCLC	53-62	\$ 20,683	\$ -	\$ 20,683	\$ 19,400	106.62%	\$ 1,283.32
Marketing	54-11	\$ 42,416	\$ -	\$ 42,416	\$ 46,000	92.21%	\$ (3,584.19)
In state travel	56-60	\$ 2,827	\$ -	\$ 2,827	\$ 3,500	80.76%	\$ (673.45)
Out of state travel	57-60	\$ 5,333	\$ -	\$ 5,333	\$ 5,000	106.66%	\$ 332.79
Due & membership in state	59-10	\$ 1,646	\$ -	\$ 1,646	\$ 2,100	78.38%	\$ (454.00)
Dues/membership out state	59-11	\$ 2,527	\$ -	\$ 2,527	\$ 1,500	168.47%	\$ 1,027.00
Seminar & conf in state	59-20	\$ 1,679	\$ -	\$ 1,679	\$ 2,500	67.18%	\$ (820.60)
Seminar & conf out state	59-21	\$ 3,061	\$ -	\$ 3,061	\$ 2,500	122.44%	\$ 561.10
Office supplies	61-10	\$ 25,874	\$ -	\$ 25,874	\$ 30,000	86.25%	\$ (4,125.61)
Medical supplies	61-20	\$ 72	\$ -	\$ 72	\$ 600	12.02%	\$ (527.89)
General supplies	61-40	\$ 40,377	\$ -	\$ 40,377	\$ 16,000	252.36%	\$ 24,377.45
Program materials	61-43	\$ 43,697	\$ -	\$ 43,697	\$ 46,000	94.99%	\$ (2,303.30)
Materials Processing	61-44	\$ 48,207	\$ -	\$ 48,207	\$ 64,569	74.66%	\$ (16,361.72)
Postage	61-50	\$ 14,953	\$ -	\$ 14,953	\$ 12,300	121.57%	\$ 2,652.63
Books & periodicals	61-70	\$ 657,523	\$ 274	\$ 657,798	\$ 724,454	90.80%	\$ (66,656.48)
Gasoline		\$ 449	\$ -	\$ 449	\$ 439	102.17%	\$ 9.53
Natural gas	62-50	\$ 59,493	\$ -	\$ 59,493	\$ 40,900	145.46%	\$ 18,592.60
Electricity	62-51	\$ 112,320	\$ -	\$ 112,320	\$ 128,325	87.53%	\$ (16,005.05)
Miscellaneous	68-10	\$ 1,875	\$ -	\$ 1,875	\$ 2,000	93.73%	\$ (125.34)
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ 100	0.00%	\$ (100.00)
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 4,981,196	\$ 25,316	\$ 5,006,512	\$ 5,239,994	95.54%	\$ (233,482)

Fargo Public Library 2022 Total Expenses
100% OF YEAR LAPSED

EXPENSE VS. BUDGET

2022

MAIN

Account	Budget Line	September	October	November	December	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 138,531	\$ 124,124	\$ 144,212	\$ 192,748	\$ 1,664,675		\$ 1,783,637	93%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -	\$ 489			
Full Time banked sick	11-02	\$ -	\$ -	\$ -	\$ 13,529	\$ 13,529		\$ 15,122	89%
Part time w/benefits	13-00	\$ 25,458	\$ 25,792	\$ 27,916	\$ 37,742	\$ 328,694		\$ 316,716	104%
Part time w/benefits overtime		\$ 10	\$ -	\$ -	\$ -	\$ 10			
Part Time Banked Sick	13-02			\$ -	\$ 242	\$ 242		\$ 246	98%
Part time seasonal no benefits	14-00	\$ 2,760	\$ 2,451	\$ 2,289	\$ 3,531	\$ 34,572		\$ 43,680	79%
Health insurance	20-01	\$ 19,063	\$ 17,618	\$ 18,570	\$ 18,309	\$ 233,376		\$ 274,286	85%
Dental insurance	20-03	\$ 1,259	\$ 1,212	\$ 1,316	\$ 1,382	\$ 15,191		\$ 16,156	94%
Long Term Disability	20-04	\$ 316	\$ 316	\$ 329	\$ 492	\$ 4,158		\$ 4,301	97%
Auto Allowance	20-05	\$ 69	\$ 69	\$ 69	\$ 104	\$ 887		\$ 900	99%
FICA 6.2%	21-01	\$ 9,780	\$ 8,910	\$ 10,268	\$ 14,424	\$ 119,008		\$ 130,879	91%
Medicare 1.45%	21-02	\$ 2,287	\$ 2,084	\$ 2,401	\$ 3,474	\$ 27,934		\$ 30,812	91%
City Pension	22-01	\$ 2,073	\$ 1,637	\$ 1,637	\$ 2,444	\$ 25,000		\$ 26,909	93%
NDPERS Pension	22-04	\$ 10,315	\$ 10,560	\$ 11,000	\$ 16,312	\$ 133,771		\$ 144,040	93%
NDPERS & City Pension	22-05	\$ 467	\$ 467	\$ 467	\$ 698	\$ 5,981		\$ 6,071	99%
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -	\$ 45,106		\$ 45,106	100%
Workers Comp	25-00				\$ -	\$ -			
Life insurance	26-00		\$ 355	\$ -	\$ -	\$ (80)		\$ 800	-10%
Interpreters/ADA Compliance	33-29			\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 7,695	\$ 6,219	\$ 8,131	\$ 8,894	\$ 82,885	\$ 7,116	\$ 97,429	92%
Other Services	38-99	\$ 940	\$ 988	\$ 1,484	\$ 292	\$ 25,842	\$ 749	\$ 15,000	177%
Water Sewer	41-05				\$ -	\$ -			
General equip repair	43-20	\$ (233)	\$ 125	\$ -	\$ -	\$ (108)		\$ 3,000	-4%
General equip repair (computer)	43-21	\$ 180	\$ 3,318	\$ 1,275	\$ 5,789	\$ 25,734		\$ 25,766	100%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 1,673	\$ 1,743	\$ 4,605	\$ 270	\$ 56,025	\$ 2,132	\$ 41,200	141%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Property insurance	52-10	\$ -	\$ 3,087	\$ -	\$ -	\$ 15,416		\$ 9,010	171%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ 289	\$ 289		\$ 265	109%
General liability	52-30	\$ -	\$ 2,016	\$ -	\$ -	\$ 11,456		\$ 9,225	124%
Cellular phone service	53-20	\$ 467	\$ 802	\$ 401	\$ -	\$ 4,182		\$ 5,400	77%
Other communications	53-60	\$ 200	\$ 400	\$ 200	\$ -	\$ 2,201		\$ 2,100	105%
ILS Development	53-61		\$ -		\$ -	\$ 17,500		\$ 46,150	38%
Minitex/OCLC	53-62		\$ -		\$ -	\$ 20,683		\$ 19,400	107%
Marketing	54-11	\$ 1,976	\$ 3,380	\$ 9,025	\$ 2,101	\$ 42,416	\$ -	\$ 46,000	92%
In state travel	56-60	\$ 374	\$ 654	\$ 341	\$ 159	\$ 2,827		\$ 3,500	81%
Out of state travel	57-60		\$ -	\$ -	\$ -	\$ 5,333		\$ 5,000	107%
Due & membership in state	59-10	\$ 300	\$ 36	\$ 95	\$ -	\$ 1,646		\$ 2,100	78%
Dues/membership out state	59-11	\$ 735	\$ -	\$ -	\$ -	\$ 2,527		\$ 1,500	168%
Seminar & conf in state	59-20	\$ 385	\$ 825	\$ 47	\$ -	\$ 1,679		\$ 2,500	67%
Seminar & conf out state	59-21		\$ -		\$ -	\$ 3,061		\$ 2,500	122%
Office supplies	61-10	\$ 363	\$ 1,765	\$ 483	\$ 969	\$ 16,574	\$ -	\$ 20,000	83%
Medical supplies	61-20	\$ 36	\$ 3	\$ -	\$ 20	\$ 72		\$ 600	12%
General supplies	61-40	\$ 584	\$ 2,771	\$ 2,085	\$ 283	\$ 24,807		\$ 10,000	248%
Program materials	61-43	\$ 1,963	\$ 5,654	\$ 6,576	\$ 3,594	\$ 43,581		\$ 46,000	95%
Materials Processing	61-44	\$ 6,390	\$ 4,402	\$ 4,844	\$ 4,072	\$ 48,207		\$ 64,569	75%
Postage	61-50	\$ 2,000	\$ 17	\$ 17	\$ 86	\$ 10,953		\$ 10,000	110%
Books & periodicals	61-70	\$ 43,239	\$ 41,876	\$ 40,080	\$ 30,571	\$ 492,496	\$ 274	\$ 529,429	93%
Gasoline	62-10	\$ 102	\$ -	\$ 63	\$ -	\$ 449		\$ 439	102%
Natural gas	62-50	\$ 3,165	\$ 3,408	\$ 3,157	\$ 4,438	\$ 40,162		\$ 24,000	167%
Electricity	62-51	\$ 11,075	\$ 8,912	\$ 5,497	\$ 5,001	\$ 76,999		\$ 90,000	86%
Miscellaneous	68-10	\$ 28	\$ 56	\$ -	\$ 347	\$ 1,875		\$ 2,000	94%
Safety compliance	68-50					\$ -		\$ 100	0%
Bad Debt						\$ -			
Capital Outlay - Machinery & Equipment						\$ -			
Capital Outlay - Computer Software						\$ -			
Capital Outlay - Vehicles	74-20					\$ -			
		\$ 296,027	\$ 288,054	\$ 308,881	\$ 372,608	\$ 3,730,311	\$ 10,271	\$ 3,975,343	94.09%

Fargo Public Library 2022 Total Expenses
100% OF YEAR LAPSED

EXPENSE VS. BUDGET

2022

CARLSON

Account	Budget Line	September	October	November	December	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 26,628	\$ 27,043	\$ 32,993	\$ 34,541	\$ 342,346		\$ 367,054	93%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -	\$ 17			
full Time Banked Sick	11-02	\$ -	\$ -	\$ -	\$ 3,424	\$ 3,424		\$ 3,310	103%
Part time w/benefits	13-00	\$ 7,376	\$ 7,207	\$ 7,125	\$ 11,495	\$ 91,690		\$ 88,949	103%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ 0	\$ -			
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ 966	\$ 990	\$ 885	\$ 1,839	\$ 11,721		\$ 12,320	95%
Health insurance	20-01	\$ 6,469	\$ 6,700	\$ 6,554	\$ 5,302	\$ 75,147		\$ 79,544	94%
Dental insurance	20-03	\$ 306	\$ 311	\$ 301	\$ 275	\$ 3,579		\$ 3,941	91%
Long Term Disability	20-04	\$ 69	\$ 71	\$ 65	\$ 96	\$ 865		\$ 940	92%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 2,007	\$ 2,012	\$ 2,383	\$ 3,038	\$ 25,979		\$ 29,062	89%
Medicare 1.45%	21-02	\$ 469	\$ 471	\$ 557	\$ 711	\$ 6,076		\$ 6,797	89%
City Pension	22-01	\$ 980	\$ 980	\$ 908	\$ 1,022	\$ 12,639		\$ 16,534	76%
NDPERS Pension	22-04	\$ 1,797	\$ 1,817	\$ 1,707	\$ 2,747	\$ 21,918		\$ 20,594	106%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -	\$ -			
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -	\$ 27,717		\$ 27,717	100%
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -	\$ -			
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -	\$ -			
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 3,000	\$ 2,379	\$ 2,790	\$ 2,976	\$ 29,721	\$ 5,279	\$ 36,900	95%
Other Services	38-99	\$ 32	\$ 373	\$ -	\$ 32	\$ 923		\$ 1,000	92%
Water Sewer	41-05	\$ 272	\$ 564	\$ -	\$ 453	\$ 2,926		\$ 3,000	98%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -	\$ -			
General equip repair (computer)	43-21	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 6,000	0%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -	\$ -			
Maintenance service	43-50	\$ 135	\$ -	\$ -	\$ 135	\$ 1,518		\$ 4,300	35%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Property insurance	52-10	\$ -	\$ 1,287	\$ -	\$ -	\$ 4,373		\$ 2,705	162%
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	\$ 251	\$ 768	\$ 289	\$ 1,223	\$ 7,356		\$ 7,000	105%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -	\$ -			
General supplies	61-40	\$ 466	\$ 2,907	\$ 839	\$ 677	\$ 14,548		\$ 2,500	582%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -	\$ 116			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ 2,000	\$ -	\$ -	\$ -	\$ 4,000		\$ 2,300	174%
Books & periodicals	61-70	\$ 11,141	\$ 12,076	\$ 10,301	\$ 10,037	\$ 109,477	\$ -	\$ 128,950	85%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ 1,787	\$ 2,342	\$ 2,558	\$ (7,902)	\$ 17,756		\$ 15,000	118%
Electricity	62-51	\$ 4,857	\$ 3,739	\$ 2,710	\$ (10,385)	\$ 28,230		\$ 30,450	93%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -	\$ -			
		\$ 71,009	\$ 74,039	\$ 72,967	\$ 61,735	\$ 844,064	\$ 5,279	\$ 897,367	94.6%

Fargo Public Library 2022 Total Expenses
100% OF YEAR LAPSED

EXPENSE VS. BUDGET
2022

NORTHPORT

Account	Budget Line	September	October	November	December	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 12,605	\$ 13,178	\$ 11,898	\$ 18,639	\$ 137,048		\$ 113,202	121%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -	\$ -			
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ -	\$ -			
Part time w/benefits	13-00	\$ 5,197	\$ 4,883	\$ 5,874	\$ 6,897	\$ 62,908		\$ 34,950	180%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -	\$ -			
Part time banked sick		\$ -	\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ -	\$ -	\$ -	\$ -	\$ -			
Health insurance	20-01	\$ 3,859	\$ 3,697	\$ 3,502	\$ 3,639	\$ 34,370		\$ 27,927	123%
Dental insurance	20-03	\$ 159	\$ 157	\$ 152	\$ 145	\$ 1,568		\$ 1,314	119%
Long Term Disability	20-04	\$ 36	\$ 36	\$ 34	\$ 51	\$ 479		\$ 302	158%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 1,012	\$ 1,039	\$ 1,010	\$ 1,499	\$ 11,569		\$ 8,957	129%
Medicare 1.45%	21-02	\$ 237	\$ 243	\$ 236	\$ 351	\$ 2,706		\$ 2,095	129%
City Pension	22-01	\$ -	\$ -	\$ -	\$ -	\$ -			
NDPERS Pension	22-04	\$ 1,470	\$ 1,492	\$ 1,385	\$ 2,109	\$ 16,433		\$ 12,237	134%
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	\$ -	\$ 64	\$ -	\$ -	\$ 88		\$ 500	18%
Water Sewer	41-05	\$ 190	\$ 190	\$ 190	\$ 190	\$ 2,093		\$ 2,000	105%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -	\$ -			
General equip repair (computer)	43-21	\$ -	\$ -	\$ -	\$ -	\$ -			
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -	\$ -			
Maintenance service	43-50	\$ -	\$ -	\$ -	\$ -	\$ 563		\$ 2,100	27%
Land and building rent	44-10	\$ 11,432	\$ 5,800	\$ 5,800	\$ -	\$ 69,235	\$ 9,765	\$ 79,000	100%
Property insurance	52-10	\$ -	\$ 170	\$ -	\$ -	\$ 577		\$ 350	165%
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	\$ 280	\$ -	\$ -	\$ -	\$ 1,945		\$ 3,000	65%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -	\$ -			
General supplies	61-40	\$ 11	\$ 59	\$ 52	\$ 115	\$ 1,022		\$ 3,500	29%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -	\$ -			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ -	\$ -	\$ -	\$ -	\$ -			
Books & periodicals	61-70	\$ 5,260	\$ 5,946	\$ 5,939	\$ 5,789	\$ 55,551		\$ 66,075	84%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ 40	\$ 49	\$ 142	\$ 360	\$ 1,575		\$ 1,900	83%
Electricity	62-51	\$ 801	\$ 722	\$ 513	\$ 586	\$ 7,091		\$ 7,875	90%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -	\$ -			
		\$ 42,588	\$ 37,724	\$ 36,726	\$ 40,370	\$ 406,821	\$ 9,765	\$ 367,284	113.42%

Revenue 2022

	Fees & Copies 101-0000- 351.25-01	Misc. Revenue 101-0000- 361.61-08
January	\$ 935.12	\$ 152.53
February	\$ 1,119.42	\$ 506.63
March	\$ 2,681.40	\$ 147.87
April	\$ 1,074.05	\$ 909.85
May	\$ 2,449.00	\$ 620.13
June	\$ 613.56	\$ 178.62
July	\$ 3,863.54	\$ 507.61
August	\$ 2,127.76	\$ 375.86
September	\$ 1,160.58	\$ 197.73
October	\$ 2,056.75	\$ 645.12
November	\$ 2,650.77	\$ 167.06
December	\$ 1,305.14	\$ 1,632.91
	\$ 22,037.09	\$ 6,041.92

Total \$ 28,079.01