

Fargo Public Library Board of Directors
Agenda for Tuesday March 21, 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 January 17 Meeting **Action**
3. Public Comment
4. Staff Report- Megan Lass
5. Director's Report
6. Unfinished Business
- A. None
7. New Business **Action**
- A. Reference Policy Review
- B. Legislative Update
8. Statistical Reports
- A. February Usage
- B. February Financials
9. Friends of the Library Report
10. Next Regular Meeting: April 18
11. Adjourn

**Fargo Public Library Board
Minutes for Tuesday, January 17, 2023
Fargo City Commission Chambers and Virtual
225 4th Street North, Fargo, ND 58102**

Board Members Present: Carlos Hawley, Amy Ouren, Wanda Mengelkoch, Kristen Schipper, Hannah James (virtual)

Board Members Absent: Carrie Peterson, Jenna Reno

Staff: Tim Dirks, Megan Lass, Cindy Haff

Others Present:

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

Order of the Agenda Approved

Director Tim Dirks noted one change in the Agenda: The February meeting will be moved to Friday, Feb 24 due to the Fargo City Commission meeting which is re-scheduled to Tuesday, Feb 21 in lieu of the President's Day Holiday. Kristen Schipper made a motion to approve the amended Order of Agenda. Wanda Mengelkoch seconded the motion; all the members voted aye and the motion carried.

Minutes of the November 15 Regular Meeting Approved

Kristen Schipper made a motion to approve the minutes of the Dec 20 meeting. Second by Wanda Mengelkoch; all the members voted aye and the motion carried.

Public Comment

There was no public comment

Staff Report

Megan Lass presented highlights of staff updates and events including:

- Children
 - Intro to Engineering for Kids, Feb 4 (Northport) in collaboration with NDSU's Society of Women Engineers. No registration required
 - Animal Adaptations, Feb 17 (Main), in collaboration with Director of Cass County Soil Conservation. No registration required
- Teens
 - Card Making, Feb 11 (Main) No registration required
 - Escape the Library! Feb 17 (Carlson), Registration opens Jan 30
 - Faux Stained Glass, Feb 21 (Main) Registration opens Feb 7
- Adults
 - Yin Yoga, Tuesdays @ Noon (Carlson)
 - Cross Stitch – Registration required
 - Jan 28 (Northport)
 - Jan 21 (Carlson)
 - Diamond Painting Bookmark – Registration required
 - Feb 7 (Northport)

- Feb 11 (Calrson)
- Multigenerational
 - Winter Reading Challenge through Feb 26 “All the Feels”
 - Northern Narratives – 7th Annual – open to 13 years and above
 - Submissions starting Feb 1
 - Fiction
 - Non Fiction
 - Poetry

Director’s Report

Director Tim Dirks summarized the written report in the Board Packet. He highlighted his meeting with Facilities Management and Stone Group Architects for shades. He stated the 2nd floor shades are currently not working. An RFP will be pursued.

Unfinished business

No unfinished business was discussed.

New Business

Electronics Communications Policy

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

Amy Ouren made a motion to accept the proposal as presented. Kristen Schipper seconded the motion. All the members voted aye and the proposal was accepted.

Gifts to the Library 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 as presented. Kristen Schipper seconded the motion. All the members voted aye and the proposal was accepted.

Media Relations Policy

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

Amy Ouren made a motion to accept the proposal as presented. Wanda Mengelkoch seconded the motion. All the members voted aye and the proposal was accepted.

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

Currently there are two bills that, if approved, would censor library collections in the state of North Dakota. Library Director Tim Dirks presented language to use in testimony in opposition of these two bills. HB 1205’s testimony was submitted on Saturday in advance of this morning’s hearing with the Judiciary Committee. Director Tim Dirks explained both those in opposition and those in support were each given 30 minutes in which to supply verbal testimony. Director Tim Dirks will keep all board members apprised of any decisions or developments in this matter.

Kristen Schipper made a motion to accept the proposal. Hannah James seconded the motion. All the members voted aye and the proposal was accepted.

Statistical Reports

December Usage

Director Tim Dirks noted the library had an increase of 25% in attendance in 2022. Programming and Web page hits remained virtually unchanged, while internet signups increased by 36% and volunteerism greatly increased (95%) last year. Overall, Circulation increased by over 7%

December Financials

Director Tim Dirks recognized the gifts from the Artis Haaland, MBN Engineering and Laura Ennis. He also extended his thanks to the Friends of the Fargo Public Library for contributions which went toward various programs, Children's Reading and Staff Development. Director Tim Dirks explained the budget report numbers do not accurately show all 2022 expenditures as there were still end of year expenditures not yet accounted for. Closing balance will be closer to \$30K. 2022 Revenue was over \$28K, which was \$18K more than anticipated.

Friends of the Library Report

No report this month

Next Regular Meeting Friday, Feb 24 at 4pm in the Fargo City Commission Chambers.

The meeting adjourned at 4:24 p.m.

Respectfully submitted,
Cindy Haff

Staff Report

March 2023 Library Board Meeting

Staffing:

- New LAIII at Carlson, Erin Aadland, started last month.
- Currently hiring for Branch Services Librarian position.

Services:

- **Tech Help Expands to the Carlson Branch.** Beginning March 7, our weekly Tech Help has also been offered at the Carlson Branch. Each Tuesday from 11:00am – 1:00pm, we have staff available for one-on-one assistance with technology issues. Call the Carlson Information Desk at 701-476-5980 to register for a half-hour session. Walk-ins will also be accepted based on availability of staff.
- **A Legal Kiosk station** is now located at the downtown Main Library. The Legal Kiosk is in partnership with Legal Services of North Dakota (LSND) as part of the Legal Kiosk Project initiative. The kiosk is a self-help station for North Dakota legal information, it is ADA accessible and available for use during regular library hours. The kiosk offers residents access to legal education, resources and information on topics such as housing, custody, immigration and public benefits. The public can also use the station to apply for civil legal aid services and to contact a legal aid provider
- **Assistive Technology Equipment.** All three library locations now have Assistive Technology Equipment (a high contrast/large print keyboard and a rollerball mouse) available for in-library use at all three library locations.

Programming:

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

Children

- **Battle of the Books, Feb. 26 – Apr. 23 at Main Library** – March Madness isn't the only battle going on this spring! Sixteen books will battle, but only one will win! Stop by the Main Library every two weeks and vote to make sure that your favorite advances to the next round. You can also cast your vote online through the Library's website. Correctly predict the winner and you could win a prize! **Winning book announced Apr. 24.**
- **Archeology Lab Tours, March 25.** You might know that archaeologists look for old things by digging in the ground, but searching for historical artifacts is a bit more complicated than just digging a hole. Kids in grades 4-6 can learn more about this field of study when we tour NDSU's archeology lab. Registration is required, there are four different sessions.
- **It's a Mystery: Archaeology & Fiction with Author Deb Watley, April 1 at 2 ppm – Bonanzaville, West Fargo.** Deb Watley, author of *Summer Ruins*, will be visiting with kids at Bonanzaville in West Fargo. She will share what she's learned about the science of archaeology and how she researches and writes her novels. Following her presentation, Bonanzaville curator David Hubin will provide a guided tour of the historical artifacts in the Main Building. This event is most appropriate for kids ages 8 and up. This program is part of the Red River Valley Kids Read series of events.
- **Going Places Book Club, April 11 at 4:00pm – Main Library.** Kids in grades 3-7 will experience each month's featured book through related activities, discussion, snacks, and crafts. The title for April is *Doodleville* by Chad Sell.

Teens

- **Teen Craft: String Art, April 4 at 4:30pm – Carlson Library.** We'll be creating a fun design using nails, wood, and string. All supplies will be provided while supplies last, no registration is required.
- **Teen Craft: Binary Code Bracelet, April 18 at 4:30pm – Northport Library.** Make a bracelet with your birthday in binary code. Open to teens and tweens 11-19. Registration is required and opens April 3.

Adults

- **Tea Tasting, April 1 at 2:00pm – Carlson Library.** Samples of 4 different teas from around the globe will be provided, along with brewing tips and relevant information on the background of the selection. Bring a friend so you can sip tea and socialize. Registration opens March 18.
- **Craft Supply Swap, April 15 at 12:00pm – Main Library.** Free up some space or fresh up your stash at our craft supply swap! Drop off new or gently used craft supplies you no longer use at any library branch starting Monday, April 3. The swap will be open to everyone on Saturday, April 15 at noon, but those who donate items in advance will receive an early entry ticket for 10:00am!
- **Book Clubs:**
 - **History Reading Club, March 28 – *River Kings: A New History of the Vikings from Scandinavia to the Silk Roads* by Cat Jarman**
 - **Sense of Place, April 6 – *Shuggie Bain* by Douglas Stuart**
 - **Diverse Perspectives, April 13 – *When We Rise: My Life in the Movement* by Cleve Jones**
 - **Senior Book Club, April 18 – *The Personal Librarian* by Marie Benedict**
 - **Tea Time Book Club, March 13 – *Lessons in Chemistry* by Bonnie Garmus**

Multigenerational

- **Free Friday Movies at Carlson, April 14 at 1:00pm.** Join us for free movies and popcorn on the 2nd Friday of each month at the Dr. James Carlson Library. All movies start at 1:00pm. Adults must accompany children 9 years of age and younger. In April, we'll be showing *Mrs. Harris Goes to Paris*, rated PG.
- **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 writers and serve as a community heirloom. We are accepting submissions through March in three categories: fiction, nonfiction, and poetry. The program is open to adults and teens 13 years or older. More information and rules can be found on the library's website.
- **Library Garden Volunteer Interest Meeting, April 13 at 3:00pm – Carlson Library.** For the 2023 growing season, the library is partnering with the local community garden group, Growing Together, to plant, maintain, and harvest the library garden plots and the Dr. James Carlson Library. John Jack Wood from the leadership team of Growing Together to learn about the volunteer tasks and benefits of community gardening. Weekly volunteer sessions for the library gardens will be held on Thursdays 10:00am-12:00pm beginning in late April or early May. All ages are welcome to volunteer and no gardening experience is necessary.

FPL DIRECTOR'S REPORT

March 21, 2023

Director's Activities:

- 2.28.23 Attended City Finance Committee Meeting
- 2.28.23 Attended City Commission Legislative Meeting
- 3.6.23 Met with Commission Liaison Arlette Preston
- 3.6.23 Gave Report Regarding Pending Legislation to City Commission
- 3.9.23 Gave Radio Interview with WDAY Radio
- 3.10.23 Attended Cabinet Legislative Coordination Meeting

Goal 1 Professional & Organizational:

- 3.2.23 Moderated Quarterly Project Meeting with Electronic Resources Librarian
- 3.9.23 Moderated Quarterly Project Meeting with Outreach and Volunteer Coordinator
- 3.8.23 Provided Office Hours
- 3.14.23 Moderated Library Dept. Heads Meeting
- 3.15.23 Provided Office Hours
- 3.21.23 Moderated Library Dept. Heads Meeting

Goal 4 Partnering:

- 2.28.23 Attended Red River Zoo Board Meeting
- 2.10.23 Moderated Red River Zoo Governance Committee Meeting
- 3.7.23 Attended Friends of the Fargo Public Library Board Meeting

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

What:

Review the Reference 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 Reference Policy. No specific changes have been identified in regards to this policy.

Director recommendation:

Review and approve the Reference 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 **Reference**

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

Reference Requests Received by Mail, Email, Letter or Phone: The reference librarian receiving the request will determine its complexity. If the response will take more than 30 minutes of staff time, the customer will be referred to other sources, such as his/her state library, interlibrary loan, national lending programs, etc. Print material such as Forum articles will be scanned and sent by email. Every effort will be made to fulfill requests within 24 hours.

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

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

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

#0014-2001

Approved 01-15-2002

Revised 04-26-2005

Revised 06-17-2014

Reviewed 06-19-2018

Revised 11-19-2019

SENATE BILL NO. 2360

Introduced by

Senators Boehm, Beard, Hogue, Paulson, Wobbema

Representative Kasper

1 A BILL for an Act to create and enact a new subsection to section 12.1-27.1-01 and a new
2 section to chapter 12.1-27.1 of the North Dakota Century Code, relating to the definition of a
3 public library and required safety policies and technology protection measures; to amend and
4 reenact subsection 5 of section 12.1-27.1-01, sections ~~12.1-27.1-02~~, 12.1-27.1-03.1, and
5 12.1-27.1-11 of the North Dakota Century Code, relating to obscenity control; to provide a
6 penalty; and to provide an effective date.

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

8 **SECTION 1. AMENDMENT.** Subsection 5 of section 12.1-27.1-01 of the North Dakota
9 Century Code is amended and reenacted as follows:

10 5. As used in this chapter, the terms "obscene material" and "obscene performance"
11 mean material or a performance which:

12 a. Taken as a whole, the average person, applying contemporary North Dakota
13 standards, would find predominantly appeals to a prurient interest;

14 b. Depicts or describes in a patently offensive manner sexual conduct, whether
15 normal or perverted; and

16 c. Taken as a whole, the reasonable person would find lacking in serious literary,
17 artistic, political, or scientific value.

18 Whether material or a performance is obscene must be judged with reference to
19 ordinary reasonable adults, unless it appears from the character of the material or the
20 circumstances of its dissemination that the material or performance is designed for
21 minors or other specially susceptible audience, in which case the material or
22 performance must be judged with reference to that type of audience.

23 **SECTION 2.** A new subsection to section 12.1-27.1-01 of the North Dakota Century Code is
24 created and enacted as follows:

1 As used in this chapter, the term "public library" means a library containing collections
2 of books or periodicals for the general population to read, borrow, or refer to which is
3 supported with funds derived from taxation.

4 ~~SECTION 3. AMENDMENT. Section 12.1-27.1-02 of the North Dakota Century Code is~~
5 ~~amended and reenacted as follows:~~

6 ~~12.1-27.1-02. Promoting obscenity to minors - Definitions.~~

7 ~~As used in this section and in section 12.1-27.1-03:~~

8 ~~1. "Promote" means to produce, direct, manufacture, issue, sell, lend, mail, publish,~~
9 ~~distribute, exhibit, or advertise.~~

10 ~~2. "Harmful to minors" means that quality of any description or representation, in~~
11 ~~whatever form of sexual conduct or sexual excitement, when such description or~~
12 ~~representation:~~

13 ~~a. Considered as a whole, appeals to the prurient sexual interest of minors;~~

14 ~~b. Is patently offensive to prevailing standards in the adult community in North~~
15 ~~Dakota as a whole with respect to what is suitable material for minors; and~~

16 ~~c. Considered as a whole, lacks serious literary, artistic, political, or scientific value~~
17 ~~for minors.~~

18 ~~3. "Sexual excitement" means the condition of human male or female genitals when~~
19 ~~in a state of sexual stimulation or arousal.~~

20 **SECTION 3. AMENDMENT.** Section 12.1-27.1-03.1 of the North Dakota Century Code is
21 amended and reenacted as follows:

22 **12.1-27.1-03.1. Objectionable materials or performance - Display to minors -**
23 **Definitions - Penalty.**

- 24 1. A person is guilty of a class B misdemeanor if ~~he~~the person willfully displays at
25 newsstands or any other business establishment frequented by minors, or where
26 minors are or may be invited as a part of the general public, any photograph, book,
27 paperback book, pamphlet, or magazine, the exposed cover or available content of
28 which either contains explicit sexual material that is harmful to minors or exploits, is
29 devoted to, or ~~is principally made up of~~contains depictions or written descriptions of
30 nude or partially denuded human figures posed or presented in a manner to exploit
31 sex, lust, or perversion ~~for commercial gain.~~

1 2. As used in this section:

2 a. "Explicit sexual material" means any written, pictorial, three-dimensional, or visual
3 depiction that is patently offensive, including any photography, picture, or
4 computer-generated image, showing or describing:

5 (1) Human masturbation;

6 (2) Deviant sexual intercourse;

7 (3) Sexual intercourse;

8 (4) Direct physical stimulation of genitals;

9 (5) Sadoomasochistic abuse;

10 (6) Postpubertal human genitals;

11 (7) Sexual activity;

12 (8) Sexual perversion; or

13 (9) Sex-based classifications.

14 b. "Nude or partially denuded human figures" means less than completely and
15 opaquely covered human genitals, pubic regions, female breasts or a female
16 breast, if the breast or breasts are exposed below a point immediately above the
17 top of the areola, or human buttocks; and includes human male genitals in a
18 discernibly turgid state even if completely and opaquely covered.

19 b-c. "Where minors are or may be invited as a part of the general public" includes any
20 public roadway or public walkway.

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

23 **SECTION 4. AMENDMENT.** Section 12.1-27.1-11 of the North Dakota Century Code is
24 amended and reenacted as follows:

25 **12.1-27.1-11. Exceptions to criminal liability.**

26 Sections 12.1-27.1-01 and 12.1-27.1-03 shall not apply to the possession or distribution of
27 material in the course of law enforcement, judicial, or legislative activities; or to the possession
28 of material by a ~~bona fide school~~, college, university, or museum, ~~or public library for limited-~~
29 ~~access for educational research purposes carried on at such an institution by adults only.~~

30 Sections 12.1-27.1-01 and 12.1-27.1-03 shall also not apply to a person who is returning

1 material, found to be obscene, to the distributor or publisher initially delivering it to the person
2 returning it.

3 **SECTION 5.** A new section to chapter 12.1-27.1 of the North Dakota Century Code is
4 created and enacted as follows:

5 **Safety policies and technology protection measures required - Report.**

- 6 1. A school district, state agency, or public library, or university may offer digital or online
7 library database resources to students in kindergarten through twelfth grade if the
8 person providing the resources verifies all the resources comply with subsection 2.
9 2. Digital or online library database resources offered by a school district, state agency,
10 or public library, or university to students in kindergarten through twelfth grade must
11 have safety policies and technology protection measures that:
12 a. Prohibit and prevent a user of the resource from sending, receiving, viewing, or
13 downloading materials constituting child sexual abuse material, an obscene
14 performance, or pornography; and
15 b. Filter or block access to pornography and child sexual abuse material.
16 3. Notwithstanding any contract provision, if a provider of digital or online library
17 resources fails to comply with subsection 2, the school district, state agency, or public
18 library, or university shall withhold any further payments to the provider pending
19 verification of compliance.
20 4. If a provider of digital or online library database resources fails to timely verify the
21 provider is in compliance with the safety policies and requirements of subsection 2, the
22 school district, state agency, or public library, or university shall consider the provider's
23 act of noncompliance a breach of contract.
24 5. A public school library and a public library shall submit an aggregate written report to
25 the attorney general no later than December first of each year regarding any issues
26 related to provider compliance with technology protection measures required by
27 subsection 2.
28 6. An employee of a school district, state agency, or public library, or university is not
29 exempt from prosecution for willful indecent exposure ~~to~~of child sexual abuse material
30 or pornography to a minor.

31 **SECTION 6. EFFECTIVE DATE.** This Act is effective August 20, 2023.

Sixty-eighth
Legislative Assembly
of North Dakota

ENGROSSED HOUSE BILL NO. 1205

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 explicit sexual material; to
3 provide for a legislative management report; and to provide for application.

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

5 SECTION 1. A new section to chapter 12.1-27.1 of the North Dakota Century Code is
6 created and enacted as follows:

7 Public libraries prohibited from maintaining explicit sexual material - Report.

8 1. As used in this section:

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

- 16 (1) ~~Human masturbation~~ Taken as a whole, appeals to the prurient interest of
17 minors;
- 18 (2) ~~Deviant sexual intercourses~~ patently offensive to prevailing standards in the
19 adult community in North Dakota as a whole with respect to what is suitable
20 material for minors; and
- 21 (3) ~~Sexual intercourse:~~
- 22 ~~(4) Direct physical stimulation of genitals;~~
- 23 ~~(5) Sadomasochistic abuse;~~
- 24 ~~(6) Postpubertal human genitals;~~

- 1 ~~(7) Sexual activity; or~~
- 2 ~~(8) Sexual perversion~~ Taken as a whole, lacks serious literary, artistic, political,
3 ~~or scientific value for minors.~~
- 4 b. ~~"Public library" means a library containing collections of books or periodicals for~~
5 ~~the general population to read, borrow, or refer to which is supported with funds~~
6 ~~derived from taxation established under chapter 40-38.~~
- 7 2. ~~A public library may not maintain in its children's collection inventory books that~~
8 ~~contain explicit sexual material.~~
- 9 3. ~~By January 1, 2024, each public library shall develop a policy and process for~~
10 ~~reviewing library collections to ensure conformance with the requirements of this~~
11 ~~section. The policy must include a procedure:~~
- 12 a. ~~For the removal and disposal or relocation of explicit sexual material from the~~
13 ~~public library;~~
- 14 b. ~~For the development of a book collection that is appropriate for the age and~~
15 ~~maturity levels of the individuals who may access the materials, and which is~~
16 ~~suitable for, and consistent with, the purpose of the library;~~
- 17 c. ~~For the public library to receive, evaluate, and respond to a request from an~~
18 ~~individual regarding the removal or relocation of one or more of the books or~~
19 ~~other materials in the library collection containing explicit sexual material; and~~
- 20 d. ~~To periodically review the library collection to ensure the library collection does~~
21 ~~not contain explicit sexual material in the children's collection.~~
- 22 4. ~~Each public library shall provide a compliance report to the legislative management~~
23 ~~before May 1, 2024, on the implementation of a policy and process for reviewing~~
24 ~~library collections collection development and relocation of materials policies as~~
25 ~~required by this section and to ensure sufficient compliance with this section.~~
- 26 **SECTION 2. APPLICATION.** This Act applies to any ~~children's book inventory or library-~~
27 ~~collection~~ maintained by a public library after March 31, 2024.

Library Use 2023

New Registrations: 609
 Approx. Registered Patrons: 32,906

ATTENDANCE	Feb-23	Feb-22	% CHANGE	2023 YTD	2022 YTD	Diff.	% CHANGE
Door Count Main	14,752	11,893	24%	30,292	22,828	7,464	33%
Door Count Carlson	10,965	8,336	32%	21,980	16,396	5,584	34%
Door Count Northport	4,073	3,751	9%	7,614	7,434	180	2%
Outreach	395	353	12%	835	697	138	20%
Total	30,185	24,333	24%	60,721	47,355	13,366	28%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main			182	-100%	278	343	(65)	-19%
Adult Programs Carlson	10	129	60	115%	260	84	176	210%
Adult Programs Northport	2	18	13	38%	35	15	20	133%
Teen Programs Main	2	9	-		9	-	9	
Teen Programs Carlson	3	20	11	82%	22	17	5	29%
Teen Programs Northport	-	-	-		-	-	-	
Childrens Programs Main	14	422	243	74%	675	501	174	35%
Childrens Programs Carlson	13	432	314	38%	730	400	330	83%
Childrens Programs Northport	9	256	163	57%	331	203	128	63%
Community Engagement	3	99	50	98%	579	50	529	1058%
Outreach Department	1	35	47	-26%	65	80	(15)	-19%
Virtual Adult	1	139	5	2680%	251	66	185	280%
Virtual Teen	-	-	-		-	-	-	
Virtual Childrens	2	17	15	13%	31	15	16	107%
Total	60	1,576	1,103	43%	3,266	1,774	1,492	84%

VOLUNTEER HOURS								
Main		46	64	-28%	92	138	(46)	-33%
Carlson		17	25	-32%	37	49	(12)	-24%
Outreach		28	58	-52%	72	115	(43)	-37%
Northport		-	-		-	-	-	
Total		91	147	-38%	201	302	(101)	-33%

INTERNET SIGNUP								
Main		2,079	1,767	18%	4,415	3,352	1,063	32%
Carlson		1,332	1,223	9%	2,747	2,388	359	15%
Northport		3,757	313	1100%	4,095	638	3,457	542%
Total		7,168	3,303	117%	11,257	6,378	4,879	76%

ELECTRONIC ACTIVITY								
Web page hits		18,139	15,394	18%	36,693	31,238	5,455	17%

2023 Circulation

	Feb-23	Feb-22	Increase/ Decrease	% CHANGE	2023 YTD	2022 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,674	2,523	151	5.98%	5,616	5,184	432	8.33%
Youth Nonfiction	1,723	1,522	201	13.21%	3,695	2,974	721	24.24%
Adult Fiction	5,229	4,997	232	4.64%	10,964	10,281	683	6.64%
Youth Fiction	3,390	2,992	398	13.30%	6,646	5,857	789	13.47%
Youth Reader	1,069	1,121	(52)	-4.64%	2,204	2,185	19	0.87%
Youth Picture Books	3,865	2,927	938	32.05%	7,641	5,937	1,704	28.70%
Adult Magazines	78	154	(76)	-49.35%	148	279	(131)	-46.95%
Youth Magazines	20	5	15	300.00%	40	12	28	233.33%
Subtotal	18,048	16,241	1,807	11.13%	36,954	32,709	4,245	12.98%
OUTREACH								
Deposit	837	939	(102)	-10.86%	1,781	1,859	(78)	-4.20%
CARLSON								
Adult Nonfiction	951	818	133	16.26%	1,984	1,655	329	19.88%
Youth Nonfiction	921	845	76	8.99%	1,873	1,819	54	2.97%
Adult Fiction	3,055	2,595	460	17.73%	6,075	5,429	646	11.90%
Youth Fiction	2,152	1,920	232	12.08%	4,285	3,895	390	10.01%
Youth Readers	1,281	1,294	(13)	-1.00%	2,709	2,448	261	10.66%
Youth Picture Books	2,919	2,644	275	10.40%	6,143	5,373	770	14.33%
Adult Magazines	54	77	(23)	-29.87%	106	158	(52)	-32.91%
Youth Magazines	48	12	36	300.00%	87	30	57	190.00%
Subtotal	11,381	10,205	1,176	11.52%	23,262	20,807	2,455	11.80%
NORTHPORT								
Adult Nonfiction	266	297	(31)	-10.44%	531	636	(105)	-16.51%
Youth Nonfiction	298	272	26	9.56%	514	484	30	6.20%
Adult Fiction	853	819	34	4.15%	1,706	1,726	(20)	-1.16%
Youth Fiction	373	298	75	25.17%	662	594	68	11.45%
Youth Readers	327	253	74	29.25%	514	483	31	6.42%
Youth Picture Books	725	524	201	38.36%	1,316	1,107	209	18.88%
Adult Magazines	34	13	21	161.54%	58	25	33	132.00%
Youth Magazines	1	1	-	0.00%	2	1	1	100.00%
Subtotal	2,877	2,477	400	16.15%	5,303	5,056	247	4.89%
TOTAL PRINT	33,143	29,862	3,281	10.99%	67,300	60,431	6,869	11.37%

2023 Circulation

NONPRINT**Overdrive/Electronic**

Books	17,767	15,049	2,718	18.06%	37,732	32,516	5,216	16.04%
Childrens Devices	25	12	13	108.33%	41	24	17	70.83%
Hoopla	2,720	2,171	549	25.29%	5,362	4,364	998	22.87%
Subtotal	20,512	17,232	3,280	19.03%	43,135	36,904	6,231	16.88%

MAIN

Adult DVD's	2,898	2,998	(100)	-3.34%	5,859	6,237	(378)	-6.06%
Youth DVD's	408	290	118	40.69%	909	526	383	72.81%
Video Games	254	225	29	12.89%	556	417	139	33.33%
Adult CD's	432	408	24	5.88%	977	989	(12)	-1.21%
Youth CD's	67	52	15	28.85%	144	102	42	41.18%
Adult Books on CD	171	158	13	8.23%	375	358	17	4.75%
Youth Books on CD	178	111	67	60.36%	362	239	123	51.46%
Kits	265	204	61	29.90%	555	298	257	86.24%
Subtotal	4,673	4,446	227	5.11%	9,737	9,166	571	6.23%

CARLSON

Adult DVD's	1,503	1,363	140	10.27%	2,959	2,866	93	3.24%
Youth DVD's	394	399	(5)	-1.25%	743	892	(149)	-16.70%
Video Games	217	174	43	24.71%	460	346	114	32.95%
Adult CD's	298	156	142	91.03%	578	437	141	32.27%
Youth CD's	45	79	(34)	-43.04%	95	140	(45)	-32.14%
Adult Books on CD	121	78	43	55.13%	243	211	32	15.17%
Youth Books on CD	151	180	(29)	-16.11%	285	376	(91)	-24.20%
Kits	145	84	61	72.62%	301	197	104	52.79%
Subtotal	2,874	2,513	361	14.37%	5,664	5,465	199	3.64%

NORTHPORT

Adult DVD's	894	658	236	35.87%	1,708	1,370	338	24.67%
Youth DVD's	128	71	57	80.28%	214	138	76	55.07%
Video Games	58	53	5	9.43%	130	99	31	31.31%
Adult CD's	116	59	57	96.61%	249	185	64	34.59%
Youth CD's	22	11	11	100.00%	41	21	20	95.24%
Adult Books on CD	13	20	(7)	-35.00%	33	51	(18)	-35.29%
Youth Books on CD	50	23	27	117.39%	91	84	7	8.33%
Kits	29	28	1	3.57%	54	57	(3)	-5.26%
Subtotal	1,310	923	387	41.93%	2,520	2,005	515	25.69%

TOTAL NONPRINT

	29,369	25,114	4,255	16.94%	61,056	53,540	7,516	14.04%
--	--------	--------	-------	--------	--------	--------	-------	--------

INTERLIBRARY LOAN

Borrowed	233	191	42	21.99%	478	385	93	24.16%
Loaned	314	306	8	2.61%	646	626	20	3.19%
Subtotal	547	497	50	10.06%	1,124	1,011	113	11.18%

RENEWALS

	11,497	11,415	82	0.72%	23,016	23,062	(46)	-0.20%
--	--------	--------	----	-------	--------	--------	------	--------

TOTAL CIRCULATION

	74,556	66,888	7,668	11.46%	152,496	138,044	14,452	10.47%
--	--------	--------	-------	--------	---------	---------	--------	--------

Fargo Public Library 2023 Total Expenses
17% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2023

Account	Budget Line	Total YTD	Total Encumbrances	Total YTD Expenses + Encumbrances	Total Budget	%	Over/(Under)
Full time staff	11-00	\$ 313,656	\$ -	\$ 313,656	\$ 2,404,676	13.04%	\$ (2,091,019.74)
Full time overtime	11-01	\$ 51	\$ -	\$ 51	\$ -		\$ 51.28
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ 17,860	0.00%	\$ (17,860.00)
Part time w/benefits	13-00	\$ 77,621	\$ -	\$ 77,621	\$ 530,198	14.64%	\$ (452,576.65)
Part time w/benefits overtime		\$ 6	\$ -	\$ 6	\$ -		\$ 5.74
Part time banked sick		\$ -	\$ -	\$ -	\$ 256		\$ (256.00)
Part time seasonal no benefits	14-00	\$ 6,626	\$ -	\$ 6,626	\$ 40,000	16.56%	\$ (33,374.30)
Health insurance	20-01	\$ 45,559	\$ -	\$ 45,559	\$ 474,859	9.59%	\$ (429,299.82)
Dental insurance	20-03	\$ 3,129	\$ -	\$ 3,129	\$ 22,888	13.67%	\$ (19,759.32)
Long Term Disability	20-04	\$ 544	\$ -	\$ 544	\$ 5,448	9.99%	\$ (4,903.78)
Auto Allowance	20-05	\$ 124	\$ -	\$ 124	\$ 900	13.74%	\$ (776.36)
FICA 6.2%	21-01	\$ 23,387	\$ -	\$ 23,387	\$ 182,599	12.81%	\$ (159,212.29)
Medicare 1.45%	21-02	\$ 5,469	\$ -	\$ 5,469	\$ 42,932	12.74%	\$ (37,462.53)
City Pension	22-01	\$ 4,290	\$ -	\$ 4,290	\$ 41,001	10.46%	\$ (36,711.25)
NDPERS Pension	22-04	\$ 27,613	\$ -	\$ 27,613	\$ 198,362	13.92%	\$ (170,749.30)
NDPERS & City Pension	22-05	\$ 864	\$ -	\$ 864	\$ 6,281	13.75%	\$ (5,417.46)
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ 72,823	0.00%	\$ (72,823.00)
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -
Life Insurance	26-00	\$ -	\$ -	\$ -	\$ 800	0.00%	\$ (800.00)
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Security Services	38-61	\$ 22,192	\$ 149,443	\$ 171,636	\$ 134,329	127.77%	\$ 37,306.63
Other Services	38-99	\$ 1,701	\$ 8,210	\$ 9,911	\$ 16,500	60.07%	\$ (6,589.00)
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ 6,500	0.00%	\$ (6,500.00)
General equip repair	43-20	\$ 35	\$ -	\$ 35	\$ 3,000	1.18%	\$ (2,964.67)
General equip repair (computer)	43-21	\$ 18,198	\$ -	\$ 18,198	\$ 39,266	46.34%	\$ (21,068.30)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 27,275	\$ 21,847	\$ 49,122	\$ 53,600	91.65%	\$ (4,478.20)
Land and building rent	44-10	\$ 17,669	\$ 61,331	\$ 79,000	\$ 79,000	100.00%	\$ -
Property insurance	52-10	\$ -	\$ -	\$ -	\$ 12,065	0.00%	\$ (12,065.00)
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ 265	0.00%	\$ (265.00)
General liability	52-30	\$ -	\$ -	\$ -	\$ 9,225	0.00%	\$ (9,225.00)
Cellular phone service	53-20	\$ 401	\$ -	\$ 401	\$ 5,400	7.42%	\$ (4,999.47)
Other communications	53-60	\$ 200	\$ -	\$ 200	\$ 2,100	9.53%	\$ (1,899.95)
ILS Development	53-61	\$ 18,025	\$ -	\$ 18,025	\$ 46,150	39.06%	\$ (28,125.00)
Minitex/OCLC	53-62	\$ 10,587	\$ -	\$ 10,587	\$ 19,400	54.57%	\$ (8,813.10)
Marketing	54-11	\$ 6,042	\$ -	\$ 6,042	\$ 46,000	13.14%	\$ (39,957.73)
In state travel	56-60	\$ 81	\$ -	\$ 81	\$ 3,500	2.31%	\$ (3,418.99)
Out of state travel	57-60	\$ -	\$ -	\$ -	\$ 5,000	0.00%	\$ (5,000.00)
Due & membership in state	59-10	\$ 2,313	\$ -	\$ 2,313	\$ 2,100	110.14%	\$ 212.99
Dues/membership out state	59-11	\$ 1,095	\$ -	\$ 1,095	\$ 2,000	54.75%	\$ (905.00)
Seminar & conf in state	59-20	\$ 1,288	\$ -	\$ 1,288	\$ 2,500	51.50%	\$ (1,212.50)
Seminar & conf out state	59-21	\$ -	\$ -	\$ -	\$ 2,500	0.00%	\$ (2,500.00)
Office supplies	61-10	\$ 5,217	\$ -	\$ 5,217	\$ 30,000	17.39%	\$ (24,783.02)
Medical supplies	61-20	\$ 12	\$ -	\$ 12	\$ 600	1.97%	\$ (588.21)
General supplies	61-40	\$ 3,761	\$ 1,325	\$ 5,086	\$ 36,000	14.13%	\$ (30,913.81)
Program materials	61-43	\$ 3,319	\$ -	\$ 3,319	\$ 46,000	7.21%	\$ (42,681.41)
Materials Processing	61-44	\$ 3,303	\$ -	\$ 3,303	\$ 64,569	5.12%	\$ (61,265.83)
Postage	61-50	\$ 22	\$ -	\$ 22	\$ 12,300	0.18%	\$ (12,278.45)
Books & periodicals	61-70	\$ 117,531	\$ 1,466	\$ 118,997	\$ 774,454	15.37%	\$ (655,456.76)
Gasoline		\$ -	\$ -	\$ -	\$ 550	0.00%	\$ (550.00)
Natural gas	62-50	\$ -	\$ -	\$ -	\$ 76,300	0.00%	\$ (76,300.00)
Electricity	62-51	\$ -	\$ -	\$ -	\$ 122,528	0.00%	\$ (122,528.00)
Miscellaneous	68-10	\$ 333	\$ -	\$ 333	\$ 2,000	16.65%	\$ (1,667.03)
Safety compliance	68-50	\$ 165	\$ -	\$ 165	\$ 100	165.00%	\$ 65.00
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 769,703	\$ 243,622	\$ 1,013,324	\$ 5,699,684	17.78%	\$ (4,686,360)

Fargo Public Library 2023 Total Expenses

17% OF YEAR LAPSED

EXPENSE VS. BUDGET

2023

MAIN

Account	Budget Line	January	February	March	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 119,235	\$ 150,811		\$ 270,047		\$ 1,934,432	14%
Full time overtime	11-01	\$ 34	\$ 18		\$ 51			
Full Time banked sick	11-02	\$ -	\$ -		\$ -		\$ 14,423	0%
Part time w/benefits	13-00	\$ 23,524	\$ 29,235		\$ 52,758		\$ 419,540	13%
Part time w/benefits overtime		\$ 6	\$ -		\$ 6			
Part Time Banked Sick	13-02	\$ -	\$ -		\$ -		\$ 256	0%
Part time seasonal no benefits	14-00	\$ 1,793	\$ 2,373		\$ 4,166		\$ 30,800	14%
Health insurance	20-01	\$ 16,538	\$ 21,233		\$ 37,771		\$ 344,078	11%
Dental insurance	20-03	\$ 1,170	\$ 1,496		\$ 2,666		\$ 17,198	16%
Long Term Disability	20-04	\$ 200	\$ 253		\$ 453		\$ 4,446	10%
Auto Allowance	20-05	\$ 54	\$ 69		\$ 124		\$ 900	14%
FICA 6.2%	21-01	\$ 8,506	\$ 10,704		\$ 19,210		\$ 146,137	13%
Medicare 1.45%	21-02	\$ 1,989	\$ 2,503		\$ 4,493		\$ 34,404	13%
City Pension	22-01	\$ 1,331	\$ 1,694		\$ 3,025		\$ 27,836	11%
NDPERS Pension	22-04	\$ 10,286	\$ 12,977		\$ 23,263		\$ 163,973	14%
NDPERS & City Pension	22-05	\$ 380	\$ 484		\$ 864		\$ 6,281	14%
Actuarial Contributions	22-06	\$ -	\$ -		\$ -		\$ 45,106	0%
Workers Comp	25-00	\$ -	\$ -		\$ -			
Life insurance	26-00	\$ -	\$ -		\$ -		\$ 800	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -		\$ -		\$ 500	0%
Security Services	38-61	\$ 8,121	\$ 8,273		\$ 16,394	\$ 81,035	\$ 97,429	100%
Other Services	38-99	\$ 787	\$ 818		\$ 1,605	\$ 8,210	\$ 15,000	65%
Water Sewer	41-05	\$ -	\$ -		\$ -			
General equip repair	43-20	\$ 35	\$ -		\$ 35		\$ 3,000	1%
General equip repair (computer)	43-21	\$ 14,556	\$ 3,012		\$ 17,569		\$ 33,266	53%
General equip repair (vehicle)	43-22	\$ -	\$ -		\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 25,670	\$ 1,605		\$ 27,275	\$ 21,847	\$ 47,200	104%
Land and building rent	44-10	\$ -	\$ -		\$ -			
Property insurance	52-10	\$ -	\$ -		\$ -		\$ 9,010	0%
Automobile liability	52-20	\$ -	\$ -		\$ -		\$ 265	0%
General liability	52-30	\$ -	\$ -		\$ -		\$ 9,225	0%
Cellular phone service	53-20	\$ 401	\$ -		\$ 401		\$ 5,400	7%
Other communications	53-60	\$ 200	\$ -		\$ 200		\$ 2,100	10%
ILS Development	53-61	\$ 18,025	\$ -		\$ 18,025		\$ 46,150	39%
Minitex/OCLC	53-62	\$ 10,587	\$ -		\$ 10,587		\$ 19,400	55%
Marketing	54-11	\$ 4,609	\$ 1,433		\$ 6,042		\$ 46,000	13%
In state travel	56-60	\$ 3	\$ 78		\$ 81		\$ 3,500	2%
Out of state travel	57-60	\$ -	\$ -		\$ -		\$ 5,000	0%
Due & membership in state	59-10	\$ 1,775	\$ 538		\$ 2,313		\$ 2,100	110%
Dues/membership out state	59-11	\$ 1,095	\$ -		\$ 1,095		\$ 2,000	55%
Seminar & conf in state	59-20	\$ 382	\$ 905		\$ 1,288		\$ 2,500	52%
Seminar & conf out state	59-21	\$ -	\$ -		\$ -		\$ 2,500	0%
Office supplies	61-10	\$ 907	\$ 1,304		\$ 2,211		\$ 20,000	11%
Medical supplies	61-20	\$ -	\$ 12		\$ 12		\$ 600	2%
General supplies	61-40	\$ 1,060	\$ 1,826		\$ 2,887	\$ 1,325	\$ 25,000	17%
Program materials	61-43	\$ 1,096	\$ 2,222		\$ 3,319		\$ 46,000	7%
Materials Processing	61-44	\$ 3,370	\$ (67)		\$ 3,303		\$ 64,569	5%
Postage	61-50	\$ -	\$ 22		\$ 22		\$ 10,000	0%
Books & periodicals	61-70	\$ 138,377	\$ (38,374)		\$ 100,003	\$ 1,466	\$ 580,054	17%
Gasoline	62-10	\$ -	\$ -		\$ -		\$ 550	0%
Natural gas	62-50	\$ 8,475	\$ (8,475)		\$ -		\$ 45,000	0%
Electricity	62-51	\$ 4,915	\$ (4,915)		\$ -		\$ 82,500	0%
Miscellaneous	68-10	\$ 117	\$ 216		\$ 333		\$ 2,000	17%
Safety compliance	68-50	\$ 165	\$ -		\$ 165		\$ 100	165%
Bad Debt					\$ -			
Capital Outlay - Machinery & Equipment					\$ -			
Capital Outlay - Computer Software					\$ -			
Capital Outlay - Vehicles	74-20				\$ -			
		\$ 429,773	\$ 204,284	\$ -	\$ 634,058	\$ 113,883	\$ 4,419,528	16.92%

Fargo Public Library 2023 Total Expenses

17% OF YEAR LAPSED

EXPENSE VS. BUDGET

2023

CARLSON

Account	Budget Line	January	February	March	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 11,300	\$ 14,558		\$ 25,858		\$ 423,798	6%
Full time overtime	11-01	\$ -			\$ -			
full Time Banked Sick	11-02	\$ -			\$ -		\$ 3,437	0%
Part time w/benefits	13-00	\$ 6,838	\$ 9,829		\$ 16,667		\$ 73,480	23%
Part time w/benefits overtime		\$ -	\$ -		\$ -			
Part Time Banked Sick	13-02	\$ -	\$ -		\$ -			
Part time seasonal no benefits	14-00	\$ 1,050	\$ 1,410		\$ 2,460		\$ 9,200	27%
Health insurance	20-01	\$ 1,607	\$ 2,117		\$ 3,725		\$ 118,614	3%
Dental insurance	20-03	\$ 114	\$ 149		\$ 263		\$ 4,914	5%
Long Term Disability	20-04	\$ 24	\$ 33		\$ 56		\$ 832	7%
Auto Allowance	20-05	\$ -	\$ -		\$ -			
FICA 6.2%	21-01	\$ 1,136	\$ 1,527		\$ 2,663		\$ 31,566	8%
Medicare 1.45%	21-02	\$ 266	\$ 357		\$ 623		\$ 7,383	8%
City Pension	22-01	\$ 557	\$ 709		\$ 1,265		\$ 13,165	10%
NDPERS Pension	22-04	\$ 923	\$ 1,283		\$ 2,206		\$ 27,482	8%
NDPERS & City Pension	22-05	\$ -	\$ -		\$ -			
Actuarial Contributions	22-06	\$ -	\$ -		\$ -		\$ 27,717	0%
Workers Comp	25-00	\$ -	\$ -		\$ -			
Life insurance	26-00	\$ -	\$ -		\$ -			
Interpreters/ADA Compliance	33-29	\$ -	\$ -		\$ -		\$ 500	0%
Security Services	38-61	\$ 2,583	\$ 3,216		\$ 5,799	\$ 31,101	\$ 36,900	100%
Other Services	38-99	\$ 32	\$ 32		\$ 64		\$ 1,000	6%
Water Sewer	41-05	\$ -	\$ -		\$ -		\$ 3,500	0%
General equip repair	43-20	\$ -	\$ -		\$ -			
General equip repair (computer)	43-21	\$ 629	\$ -		\$ 629		\$ 6,000	10%
General equip repair (vehicle)	43-22	\$ -	\$ -		\$ -			
Maintenance service	43-50	\$ -	\$ -		\$ -		\$ 4,300	0%
Land and building rent	44-10	\$ -	\$ -		\$ -			
Property insurance	52-10	\$ -	\$ -		\$ -		\$ 2,705	0%
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	\$ 446	\$ 1,502		\$ 1,948		\$ 7,000	28%
Medical supplies	61-20	\$ -	\$ -		\$ -			
General supplies	61-40	\$ 3,752	\$ (2,932)		\$ 820		\$ 7,500	11%
Program materials	61-43	\$ -	\$ -		\$ -			
Materials Processing	61-44	\$ -	\$ -		\$ -			
Postage	61-50	\$ -	\$ -		\$ -		\$ 2,300	0%
Books & periodicals	61-70	\$ 10,296	\$ 1,400		\$ 11,696		\$ 136,200	9%
Gasoline	62-10	\$ -	\$ -		\$ -			
Natural gas	62-50	\$ 5,391	\$ (5,391)		\$ -		\$ 27,500	0%
Electricity	62-51	\$ 2,695	\$ (2,695)		\$ -		\$ 30,450	0%
Miscellaneous	68-10	\$ -	\$ -		\$ -			
Safety compliance	68-50	\$ -	\$ -		\$ -			
Bad Debt		\$ -	\$ -		\$ -			
Capital Outlay - Equipment		\$ -	\$ -		\$ -			
Capital Outlay - Computer Software		\$ -	\$ -		\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -		\$ -			
		\$ 49,639	\$ 27,103	\$ -	\$ 76,742	\$ 31,101	\$ 1,007,443	10.7%

Fargo Public Library 2023 Total Expenses

17% OF YEAR LAPSED

EXPENSE VS. BUDGET

2023

NORTHPORT

Account	Budget Line	January	February	March	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 7,391	\$ 10,360		\$ 17,751		\$ 46,446	38%
Full time overtime	11-01	\$ -	\$ -		\$ -			
Full time banked sick	11-02	\$ -	\$ -		\$ -			
Part time w/benefits	13-00	\$ 4,053	\$ 4,143		\$ 8,196		\$ 37,178	22%
Part time w/benefits overtime		\$ -	\$ -		\$ -			
Part time banked sick		\$ -	\$ -		\$ -			
Part time seasonal no benefits	14-00	\$ -	\$ -		\$ -			
Health insurance	20-01	\$ 1,737	\$ 2,326		\$ 4,063		\$ 12,167	33%
Dental insurance	20-03	\$ 88	\$ 112		\$ 200		\$ 776	26%
Long Term Disability	20-04	\$ 15	\$ 20		\$ 35		\$ 170	21%
Auto Allowance	20-05	\$ -	\$ -		\$ -			
FICA 6.2%	21-01	\$ 667	\$ 847		\$ 1,513		\$ 4,896	31%
Medicare 1.45%	21-02	\$ 156	\$ 198		\$ 354		\$ 1,145	31%
City Pension	22-01	\$ -	\$ -		\$ -			
NDPERS Pension	22-04	\$ 945	\$ 1,198		\$ 2,143		\$ 6,907	31%
NDPERS & City Pension	22-05	\$ -	\$ -		\$ -			
Actuarial Contributions	22-06	\$ -	\$ -		\$ -			
Workers Comp	25-00	\$ -	\$ -		\$ -			
Life insurance	26-00	\$ -	\$ -		\$ -			
Interpreters/ADA Compliance	33-29	\$ -	\$ -		\$ -			
Security Services	38-61	\$ -	\$ -		\$ -			
Other Services	38-99	\$ 32	\$ -		\$ 32		\$ 500	6%
Water Sewer	41-05	\$ -	\$ -		\$ -		\$ 3,000	0%
General equip repair	43-20	\$ -	\$ -		\$ -			
General equip repair (computer)	43-21	\$ -	\$ -		\$ -			
General equip repair (vehicle)	43-22	\$ -	\$ -		\$ -			
Maintenance service	43-50	\$ -	\$ -		\$ -		\$ 2,100	0%
Land and building rent	44-10	\$ 11,779	\$ 5,890		\$ 17,669	\$ 61,331	\$ 79,000	100%
Property insurance	52-10	\$ -	\$ -		\$ -		\$ 350	0%
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	\$ 232	\$ 826		\$ 1,058		\$ 3,000	35%
Medical supplies	61-20	\$ -	\$ -		\$ -			
General supplies	61-40	\$ 5	\$ 50		\$ 55		\$ 3,500	2%
Program materials	61-43	\$ -	\$ -		\$ -			
Materials Processing	61-44	\$ -	\$ -		\$ -			
Postage	61-50	\$ -	\$ -		\$ -			
Books & periodicals	61-70	\$ 5,107	\$ 725		\$ 5,832		\$ 58,200	10%
Gasoline	62-10	\$ -	\$ -		\$ -			
Natural gas	62-50	\$ 646	\$ (646)		\$ -		\$ 3,800	0%
Electricity	62-51	\$ 615	\$ (615)		\$ -		\$ 9,578	0%
Miscellaneous	68-10	\$ -	\$ -		\$ -			
Safety compliance	68-50	\$ -	\$ -		\$ -			
Bad Debt		\$ -	\$ -		\$ -			
Capital Outlay - Equipment		\$ -	\$ -		\$ -			
Capital Outlay - Computer Software		\$ -	\$ -		\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -		\$ -			
		\$ 33,469	\$ 25,434	\$ -	\$ 58,903	\$ 61,331	\$ 272,713	44.09%

Revenue 2023		
	Fees & Copies 101-0000- 351.25-01	Misc. Revenue 101-0000- 361.61-08
January	\$ 1,701.56	\$ 857.02
February	\$ 1,981.54	\$ 332.09
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
	\$ 3,683.10	\$ 1,189.11

Total \$

4,872.21