

Fargo Public Library Board of Directors
Agenda for Tuesday May 20, 2025
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 April 15 Meeting | Action |
| 3. Public Comment | |
| 4. Staff Report- Megan Lass | |
| 5. Director's Report | |
| 6. Unfinished Business | |
| A. None | |
| 7. New Business | |
| A. Registration Policy Draft | Action |
| B. Circulation Policy Draft | Action |
| C. Northport Interior Painting per Endowment Disbursement | Action |
| 8. Statistical Reports | |
| A. April Usage | |
| B. April Financials | |
| 9. Friends of the Library Report | |
| 10. Next Regular Meeting: June 17 | |
| 11. Adjourn | |

**Fargo Public Library Board
Minutes for Tuesday, April 15, 2025
Fargo Public Library Community Room
101 4th Street North, Fargo, ND 58102**

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

Board Members Absent: John Rodenbiker

Staff Present: Tim Dirks, Megan Lass, Cindy Haff

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

Order of the Agenda

Kristen Schipper moved to approve the order of the agenda; Hannah James seconded the motion. The motion carried.

Minutes of the Mar 18 Regular Meeting

Wanda Mengelkoch moved to approve the minutes of the Mar 18 Regular Meeting; Hannah James seconded the motion. The motion carried.

Public Comment

There was no one present for public comment

Staff Report

Megan Lass presented highlights of staff updates and events including:

- **Staffing**
 - Ann Arbor Miller is a returning employee, hired as LA I. Another position is awaiting final backgrounding process
- **General Information**
 - We are closed on Friday for the Holiday
- **Community Engagement**
 - We've started offering computer classes at the YWCA Emergency Shelter once a month
 - This is a six month trial
- **Children**
 - Bugs in Your Backyard, Apr 19, 10AM
 - Main Library
- **Teens**
 - Teen Hangout, Apr 17, 2-4 PM
 - Carlson Library
 - Teen Book Club, Apr 5, 6PM
 - Main Library
- **Adults**
 - Word Dances: Poetry in Motion, Apr 22, 6:30PM
 - Main Library

- *Free for All: The Public Library*, Film Screening and Panel Discussion
 - Apr 23, 7PM, Fargo Theater in partnership with Prairie Public
- Craft Supply Swap, Apr 26, 11 AM
 - Main Library *craft supply donors may arrive at 10AM with entry ticket
- Hannah James extended her gratitude to the FPL staff in recognition of National Library Week

Director's Report

Director Tim Dirks highlighted recent Media interviews regarding Federal budget cuts and Legislative bills currently impacting libraries

Unfinished business

There was no unfinished business

New Business

- 2024 Impact Report
 - Reports were distributed to all board members by Director Tim Dirks
 - Director Dirks gave special thanks to Melisa Duncan for her excellent work creating the report.
- Legislative Update/Senate Bill 2307
 - The bill passed the Senate by 2 votes on Monday
 - A reconsider vote was attempted today but did not have enough support
 - The State's Attorneys have publically expressed strong opposition to the bill
 - FPL has strong support from the City Admin and City Attorneys
 - The bill is waiting on the Governor's signature or veto
 - There is currently no timeline for when the bill will be sent to his office
 - Paul Jensen encouraged everyone to contact the Governor to support a veto
- Endowment Disbursement Expenditures
 - Annual Disbursements from the Endowments held by the FM Area Foundation total \$26,6000
 - Director Dirks is proposing using these funds for
 - Reupholster furniture at Main (\$7000)
 - Replace Children's Furniture at Carlson (\$13,700)
 - Motion was made by Paul Jensen to approve the disbursements. Motion was seconded by Kristen Schipper. The motion passed unanimously
- 2026 Library Budget Proposal
 - Director Dirks detailed the 2026 Budget Proposal
 - Hannah James inquired where the self-checkouts were needed
 - Director Dirks indicated Main, but Carlson and Northport will also be evaluated
 - Paul Jensen asked why there is such a big jump for Maintenance Service Contracts
 - Director Dirks explained that MSC have been increasing annually with no budget increases for the past several years from the City
 - He also suggested to City Administration that perhaps it would be fiscally prudent to explore consolidating contracts across the city to potentially lower costs

- Motion was made by Wanda Mengelkoch to approve the 2026 Budget Proposal. A second was made by Paul Jensen. The motion carried unanimously

Statistical Reports

March Usage

Director Tim Dirks noted that, despite a drop in circulation and attendance during Jan and Feb, March saw record numbers. Program attendance also increased over March of last year.

February Financials

Director Tim Dirks with 25% of the year complete, our budget is at 23.24% spent. He noted continued gifts from the Friends of the Fargo Public Library with our sincere thanks.

Friends of the Library Report

Marisa Nygord, the Friends president was in attendance. Marisa noted the following

- The Semi Annual Book Sale resulted in record sales at Main of \$3800.
 - Marisa was appreciative of strong local media coverage
- The Friends also conducted a special sale for FPS teacher which resulted in \$580 income
- The Friends committed funds to support financial the Library's Summer Reading and Northern Narrative Programs this month
- Marisa was asked how to donate books to the Friends Bookstore ("2nd Editions")
 - Books can be dropped at the bookstore directly during bookstore hours
 - A limit of 5 boxes may be dropped off at the Library anytime during open hours

Next Regular Meeting Tuesday, May 20 at 4pm in the Fargo City Commission Chambers.

The meeting adjourned at 4:28 p.m.

Respectfully submitted,
Cindy Haff

Staff Report
May 2025 Library Board Meeting

Staffing:

- Diane Wiesenborn is retiring. Her last day is May 23.

Community Engagement:

- Headstart End of Year Picnic, May 23, 4:00pm – Rheault Farm
- Library Night with the Redhawks, June 5, 7:00pm – Newman Outdoor Field
- Midwest KidFest, June 13, 10:30am – Island Park

Programming:

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

Children

- **Color Fun Kickoff Party**, June 9, 10:00am – Main Library. Kick off the summer with a burst of color and creativity at the Color Fun Kickoff Party, featuring a mini color run for kids and families! No need to run, move at your own pace around the course featuring 3 color stations, 2 bubble stations, and 3 start times: 10:30am, 11:00am, and 11:30am. Live music to move and crime with Loop in Color. Enjoy Games-to-Go activities, Face Painting with Hopscotch Studios, and Balloon Twisting by Jeffrey Salvesson. We recommend wearing white or light clothing for the full color effect.

Teens

- **Teen Volunteering**. Come volunteer at the Fargo Public Library this summer! Every week, teen volunteers will be at the Main Library shelving, dusting, prepping crafts, and more. Join us any Tuesday to earn volunteer hours for clubs or scholarships, and have fun at the same time. Participants must be age 12-18 and have a signed permission slip from a parent or guardian. Volunteer sessions will occur every Tuesday from 2-4pm starting June 10.
- **Suminagashi: Japanese Marbling**, June 14, 10:00am – Main Library. Teens age 12-18 are invited to learn about the Japanese art of Suminagashi with Mika Usuki of the Plains Art Museum. Teens will create their own marbling designs on paper using this traditional method of suspending ink in water. Registration is required.

Adults

- **The Lit Lounge: Crime**, June 4, 6:00pm – Carlson Library. An open discussion on all things related to crime literature: mysteries, thrillers, true crime! We'll talk favorite authors, subjects, and upcoming releases. For those new to the genre, we'll have recommendations and refreshments. If you're a longtime fan, we'll have trivia with the top 3 teams bringing home prizes.
- **No-Sew Fabric Banner**. Make a cheerful fabric banner with no sewing required! All materials will be provided. Registration is required.
 - **June 17**, 6:00pm – Northport Library
 - **June 21**, 10:00am – Dr. James Carlson Library

- **Groovin' Through the '70s: A Trivia Time Capsule**, June 17, 6:30pm – Main Library. Get ready to step into the funky world of bell bottoms and disco balls! Whether you lived through the '70s or just want to relive the magic, this trivia challenge will test your knowledge of everything from the rise of disco, far-out fashion, political events, historical milestones, and local color that made the '70s a decade that defined a generation.
- **Book Clubs**
 - History Reading Club, May 27 – *France on Trial* by Julian Merle
 - Tea Time Book Club, June 9 – *The Secret Book of Flora Lea* by Patti Callahan Henry
 - Diverse Perspectives, June 12 – *The Pink Line* by Mark Gevisser
 - Teen Book Club, June 16 – *Etiquette and Espionage* by Gail Carriger
 - Senior Book Club, June 17 – *The God of the Woods* by Liz Moore

Multigenerational

- **Planting Day at the Library Learning Garden**, May 29, 10:00am – Carlson Library. It's time to get the seeds and plants in the soil and watered for the growing season! Growing Together, a local community garden group, and the library are partnering to plant, maintain, and harvest the Library Learning Garden plots located by the Dr. James Carlson Library. No gardening experience is necessary and all ages are welcome! We'll continue weekly gardening sessions throughout the summer.
- **'Color Our World' Library Card Design Contest** runs from June 9 through July 31, 2025. This summer, the library is seeking design submissions for the 'Color Our World' Library Card Design Contest for kids, teens, and adults. Residents are encouraged to showcase their artistic talent and design a library card that will be seen by our entire community. This is an opportunity to celebrate the vibrant, diverse, and imaginative world around us using our Summer Reading Challenge theme "Color Our World." Whether it's through books, art, or culture, the library is a place where people of all ages explore all the colors of the world. We are seeking card designs that capture that spirit.
- **Mario Kart Club**, June 9, 5:30pm – Main Library. Engage in friendly multiplayer competition in Mario Kart 8 Deluxe for the Nintendo Switch at the library! Learn tips and secrets from some Mario Kart veterans too. Mario Kart Club meets Monday evenings this summer. Any age or skill level are welcome. A limited amount of Switch systems, copies of the game and controllers are available, and players are highly encouraged to bring their own.
- **Tiny Art Show**, June 14, 10:00am – Carlson Library. Be a part of "Coloring Our World" by creating your own mini masterpiece and displaying it at our Tiny Art Show! All ages are welcome to the Carlson Library to paint mini canvases. If you can't make it to the event, no problem! You can also pick up a canvas at any Fargo Public Library location to paint at home beginning June 14. Return it by June 28 to be included in the show. Finished paintings will be on display at all three Fargo Public Library locations in July.
- **Fabric Art Collages**, June 16, 10:00am – Carlson Library. Create a masterpiece from fabric scraps, paper, and cardboard backing. Young children may work together with their adults, and older kids may choose to work on their own. Follow an example for inspiration or create your own design.

FPL DIRECTOR'S REPORT

May 20, 2025

Director's Activities:

4.28.2025 Met with Facilities Management Staff
5.8.2025 Met with Signal of North Dakota Supervisor
5.9.2025 Met with City Budget Team per 2026 Library Budget
5.14.2025 Attended City Cabinet Meeting

Goal 1 Professional & Organizational:

4.16.2025 Provided Open Door Office Hours
4.22.2025 Moderated Library Dept. Heads Meeting
4.23.2025 Provided Open Door Office Hours
4.25.2025 Attended All Staff Meeting
4.29.2025 Moderated Meeting with Library Dept. Heads and Human Resources Staff per training
4.30.2025 Provided Open Door Office Hours
5.6.2025 Moderated Library Dept. Heads Meeting
5.7.2025 Provided Open Door Office Hours
5.13.2025 Moderated Meeting with Library Dept. Heads and City Communications Staff
5.15.2025 Provided Branch Open Door Office Hours
5.20.2025 Moderated Library Dept. Heads Meeting

Goal 4 Partnering:

4.16.2025 Moderated Red River Zoo Executive Committee Meeting
4.22.2025 Attended Red River Zoo Board Meeting
5.6.2025 Attended Friends Board Meeting

Goal 6 Marketing:

4.21.2025 Gave Interview with the High Plains Reader
4.23.2025 Participated on a panel discussion as part of the Prairie Public screening of the movie "Free for All: The Public Library"
4.24.2025 Gave Interview with KVRN News
5.13.25 Gave Interview with Valley News Live

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

What:

Explanation:

Director recommendation:

Board Discussion:

Approve as recommended

First motion made by: _____

Second motion made by: _____

Approve with changes

First motion made by: _____

Second motion made by: _____

Vote

In Favor: _____

Opposed: _____

Approved/Denied/Tabled/Postponed

Service Policy **Registration**

May 20 Draft

A Fargo Public Library card account gives borrowing and usage privileges at all Fargo Public Library locations and provides remote access to the Library's online resources.

Who can get a free Fargo Public Library card?

Library cards are available for free to residents and taxpayers of Fargo. K—12 students in Fargo public and private schools whose residences may be outside the city limits also qualify for a free Fargo Public Library card. These cards expire after five years.

You may also qualify for a free Fargo Public Library card if you live in the following areas:

- The West Fargo Public Library service area
- The 7-county area served by the Lake Agassiz Regional Library (LARL)

Users from these reciprocal libraries must present a valid library card from their home library. These library systems also extend the same benefit to cardholders from the Fargo Public Library. If residents of the LARL system and West Fargo choose not to have cards from their local library system, they will be charged the non-resident fee.

Other residents of North Dakota may also get a free non-resident Fargo Public Library card.

For users who do not qualify for a free Fargo Public Library card, paid non-resident cards are available. Non-resident cards are valid for one year for a fee of \$20 per year. The non-resident fee is set by the Library Board of Directors based on the library's per-household revenue from property taxes.

How to Get a Library Card

Applicants who are age sixteen and older must present a current picture ID and proof of current residence, and complete the application form. If a person applied for a library card online, the applicant must present a current picture ID and proof of current residence when picking up the card.

For applicants who are fifteen and younger, the parent or legal guardian of the child must present their own current picture ID and proof of current residence and complete the application form. If the application is submitted online, the parent/legal guardian must present a current picture ID and proof of current residence when picking up the card.

Acceptable picture ID (must present one):

- Driver's license or non-driver's state ID
- Passport
- School photo ID
- College or university photo ID
- Tribal ID (with or without photo)
- Armed services photo ID
- Permanent resident photo ID
- State or Federal government-issued photo ID

Photocopied IDs or pictures of IDs are not accepted.

If the address on the photo ID is not current, additional address verification is required. Acceptable proof of address/residence includes, but is not limited to:

- Mail postmarked and addressed to the applicant
- Utility bill
- Rent receipt

If proof of residence is not available, the library card will be mailed to the residence address to verify current address. Library services will remain limited until the address is verified.

Computer Access Cards

Computer Access cards are issued to individuals to use the library's public computer services. This card has no borrowing privileges. A Computer Access card is available to individuals age sixteen and older. The card is valid for one year, and provides up to four hours of computer access per day. Most forms of ID are accepted, including temporary State ID, organizational and corporate ID, shelter ID, bus passes, photocopied ID and pictures of ID, as well as the acceptable picture IDs noted above.

Organizational Library Cards

To register for an organizational library card, an organization must submit a brief letter of request on organizational letterhead, along with the completed application form. The authorized person who signs the application form is responsible for the organizational library card. The organization is financially responsible for all materials checked out on that organizational library card. If the authorized person for the organization has changed, a brief letter on organizational letterhead of the authorization change must be submitted. Organizational cards are valid for three years.

Outreach Library Card Services

Applicants who reside within Fargo city limits and are unable to come to the Fargo Public Library due to a temporary or permanent disability may qualify for at-home registration. A member of the Outreach Department will visit eligible individuals to complete their library card registration. Contact the Outreach Department directly for more information.

Student Digital Resources Card (K—12)

This card is available for free to K—12 students in Fargo public and private schools, including those whose residences may be outside the city limits, to access select online library resources. This card does not allow borrowing of physical items. To gain full access to library materials and borrowing privileges, see How to Get a Library Card above.

A teacher, librarian, or other school official may complete the Student Digital Resources card application form in lieu of parent or guardian, either at a library location or school. Contact the Children's Department directly for more information.

To Renew Your Library Card

Library services may be limited until renewal is completed.

- Patrons age sixteen and older must come into the library and show acceptable picture ID to renew the account. For patrons fifteen and younger, the child's parent or legal guardian must complete the process.
- To renew an organizational library card, the authorized person must come into the library and show acceptable picture ID to update the account. If the authorized person for the organization has changed, a brief letter on organizational letterhead of the authorization change must be submitted.
- Renewal of Outreach library cards is coordinated through the Outreach Department.

If You Lose Your Card

Please contact the Library immediately if your library card is lost or stolen as you are responsible for any borrowed items. There is a \$1.00 replacement fee for lost or missing library cards.

#003-2002

Approved 07-16-2002

Revised 01-28-2003

Revised 12-13-2005

Revised 04-16-2013

Revised 07-15-2014
Reviewed 06-19-2018
Revised 07-17-2018
Revised 02-19-2019
Revised 12-21-2021
Reviewed 03-19-2024

Fargo Public Library Board Action Item Summary Sheet

What:

The Circulation Policy has been reviewed by the Branch Services Manager and the Circulation Manager.

Explanation:

Major changes include:

- Removal of Rosetta Stone and Hoopla mentions – took out all mentions of specific resources
- Added autorenew – if approved, we will go live with the autorenew feature Monday, June 2. This will allow us time to inform patrons of the service.
 - o Talking point: While we do not have fines, items have a specific due date/loan period and we still ask that patrons renew items, if they plan to keep items out longer. With autorenew, patrons don't need to call a library location or login to their account, the items are renewed automatically, if eligible (i.e. no holds and haven't reached the renewal limit) so it's a great service for patrons.
- Updated the Electronic Content section. Ben sent me some suggestions today which I incorporated in the attached draft.

Minor changes include:

- Removed Day Use Items
- Changed Periodicals to Magazines
- Added Board Games and changed Children's Kits to Kits as we have kits for adults and kids

Director recommendation:

Approve the updates as proposed by the Library Admin Team.

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

Circulation Policy

The goal of the Fargo Public Library is to have citizens use the collection as much as they need and want. In support of this goal, the Fargo Public Library does not charge late fees on overdue materials. To facilitate equitable access to circulating materials for all library users, the Fargo Public Library does have specific loan periods for items in its collection.

Borrower Agreement:

In return for the privilege of borrowing materials from the Fargo Public Library, card holders agree to:

- Present their card or accepted identification when borrowing materials.
- Be responsible for all materials borrowed on their card and to reimburse the library for lost or damaged materials.
- Return library materials on time.
- Recognize that the library retains the right to suspend borrowing privileges.
- Notify the library promptly of a change in name, mailing address, email address, or telephone number, or the loss of their library card.
- Recognize that the library will refer accounts of fees and charges due over \$500.00 to a collection agency.

Loan Periods:

- **Books:**
3 weeks, 2 renewals. Select, in-demand books may have a special 1-week circulation period and/or no renewals.
- **Magazines:**
3 weeks, 2 renewals. Current issues of adult magazines and those from closed stacks do not circulate.
- **Audiobooks, Readalongs, CDs, Video Games, Kits, Devices, and Board Games:**
3 weeks, 2 renewals
- **DVDs, Blu-rays, and State Park Passes:**
1 week, 2 renewals
- **Interlibrary Loans:**
4 weeks, no renewal
- **Book Club in a Bag Kits:**
6 weeks, no renewal

If the item is eligible, renewals will be made automatically. Patrons may also renew items online, in person, or over the phone. Eligible items may be renewed for up to 2 additional loan periods if there are no holds. The renewal period begins the day the item is renewed.

Limits:

A library user may have up to 50 physical items checked out at any time.

There may be specific limits on the number of checkouts by item type or collection.

Electronic Content:

Digital resources are available for circulation, which may be limited to Fargo residents and property owners. Circulation may be limited by consortial agreements. Digital resources are provided by vendors with whom the library contracts. Vendor limitations may determine usage limits or checkout periods.

In order to facilitate digital resource use, the library may share user data, including but not limited to name, email, and library barcode number, with the vendor. Users agree to be bound by the vendor's terms of use and privacy policy.

Fees and Charges:

The Fargo Public Library does not charge late fines for overdue items. Items which are lost or damaged will be assessed fees per policy. Borrowers who have more than \$30.00 in outstanding fees on their account may not check out materials. Borrowing may resume when fees are reduced below the \$30.00 maximum by returning item(s) or by payment of fees. The library will not accept replacement item(s) in lieu of payment of lost item fees or damage fees.

The names of borrowers who have over \$500 in fees may be referred to a collection agency. Borrowers may be responsible for any fees charged by collection agencies.

Damaged Items:

Materials returned with damage judged to be above normal wear and tear will be assessed damage fees. Materials that can no longer be circulated will be removed from the collection and assessed the full replacement cost. Damaged items from multi-part sets or kits will be assessed on a case-by-case basis.

Lost Items:

The replacement cost of an item is automatically billed to the borrower when it is 30 days overdue. This cost will be removed from the borrower's account when the item is returned. The Fargo Public Library will provide a refund if the lost item is returned in good condition within 1 year of payment. Missing items from multi-part sets or kits will be assessed on a case-by-case basis.

#005-2001

Approved 01-15-2002

Revised 09-20-2005

Revised 08-19-2008

Revised 05-18-2010

Revised 06-21-2011

Revised 03-20-2012

Revised 06-19-2012

Revised 04-16-2013

Revised 01-10-2016

Revised 11-21-2017

Revised 06-19-2018

Revised 10-16-2018

Revised 08-18-2020

Revised 09-15-2020

Revised 04-18-2023

Fargo Public Library Board Action Item Summary Sheet

What:

The utilization of the annual endowment disbursements and a small amount of unrestricted donations monies to fund the painting of the internal spaces of the Northport Library

Explanation:

The annual disbursements from the endowments held by the FM Area Foundation total \$26,260.00. The current remainder of the disbursement is \$6,160.00. An additional \$733.00 from unrestricted donation monies will allow us to meet the cost of the project.

Director recommendation:

Approve the utilization of the remainder disbursements of \$6,160.00 and \$733.00 of unrestricted donation monies to fund the painting of the interior spaces of the Northport Library.

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

Project		Cost	Endowment Disbursement	Unrestricted Donations
			\$ 26,260.00	
Main Furniture Reupholster	\$	6,993.00	\$ 19,267.00	
Carlson Children's Furniture	\$	13,100.00	\$ 6,167.00	
Northport Interior Painting	\$	6,900.00	\$ -	\$ 733.00

#	Date	Product or service	Description	Qty	Rate	Amount
1.	04/24/2025	Interior Painting	Interior wall painting of the library	1	\$5,150.00	\$5,150.00
2.		Interior Painting	Painting of the confrence room	1	\$1,300.00	\$1,300.00
3.		Interior Painting	Bathrooms painting	2	\$225.00	\$450.00
Total						\$6,900.00

Library Use 2025

New Registrations: 566
Approx. Registered Patrons: 47,325

ATTENDANCE	Apr-25	Apr-24	% CHANGE	2025 YTD	2024 YTD	Diff.	% CHANGE
Door Count Main	18,181	19,327	-6%	65,136	71,805	(6,669)	-9%
Door Count Carlson	13,748	15,291	-10%	54,128	54,708	(580)	-1%
Door Count Northport	4,183	4,977	-16%	17,178	17,778	(600)	-3%
Outreach	413	373	11%	1,636	1,476	160	11%
Total	36,525	39,968	-9%	138,078	145,767	(7,689)	-5%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main *	56	577	413	40%	1,168	1,178	(10)	-1%
Adult Programs Carlson *	14	80	102	-22%	691	542	149	27%
Adult Programs Northport	2	23	16	0.4375	118	104	14	13%
Teen Programs Main	1	7	11	-36%	65	27	38	141%
Teen Programs Carlson	6	65	9	622%	195	16	179	1119%
Teen Programs Northport	-	-	-	#DIV/0!	45	13	32	
Childrens Programs Main	19	451	599	-25%	1,718	1,873	(155)	-8%
Childrens Programs Carlson	14	527	557	-5%	1,828	1,846	(18)	-1%
Childrens Programs Northport	8	260	398	-35%	791	1,108	(317)	-29%
Community Engagement	10	974	459	112%	1,571	1,483	88	6%
Outreach Department	11	167	122	37%	437	376	61	16%
Virtual/Passive Adult	2	921	144	540%	1,384	586	798	136%
Virtual/Passive Teen	-	-	10		144	97	47	
Virtual/Passive Childrens**	5	2,648	1,189	123%	3,941	2,795	1,146	41%
Total	148	6,700	4,029	66%	14,096	12,044	2,052	17%

**Sixteen seed companies donated 1,801 packets (many of which were larger wholesale bags with hundreds of seeds) this year.*

We distributed over 7,000 smaller seed packets to the public. These numbers are not reflected in Programming attendance

****Passive Children's Programming numbers were compiled over multiple months**

VOLUNTEER HOURS

Main	135	124	9%	602	479	123	26%
Carlson	31	26	19%	128	95	33	35%
Outreach	60	56	7%	186	199	(13)	-7%
Northport				-	-		
Total	226	206	10%	916	773	143	18%

INTERNET SIGNUP

Main	2,473	2,907	-15%	9,152	11,312	(2,160)	-19%
Carlson	1,669	2,384	-30%	6,771	7,772	(1,001)	-13%
Northport	476	494	-4%	2,019	1,767	252	14%
Total	4,618	5,785	-20%	17,942	20,851	(2,909)	-14%

ELECTRONIC ACTIVITY

Web page hits	16,282	20,651	-21%	67,516	85,225	(17,709)	-21%
---------------	--------	--------	------	--------	--------	----------	------

2025 Circulation

	Apr-25	Apr-24	Increase/ Decrease	% CHANGE	2025 YTD	2024 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,502	2,981	(479)	-16.07%	10,556	11,656	(1,100)	-9.44%
Youth Nonfiction	2,055	2,111	(56)	-2.65%	8,546	8,123	423	5.21%
Adult Fiction	5,424	6,039	(615)	-10.18%	21,773	23,366	(1,593)	-6.82%
Youth Fiction	3,359	3,627	(268)	-7.39%	12,758	13,433	(675)	-5.02%
Youth Reader	1,184	1,189	(5)	-0.42%	4,514	5,053	(539)	-10.67%
Youth Picture Books	3,530	4,142	(612)	-14.78%	14,314	16,187	(1,873)	-11.57%
Adult Magazines	93	142	(49)	-34.51%	328	519	(191)	-36.80%
Youth Magazines	31	18	13	72.22%	97	84	13	15.48%
Subtotal	18,178	20,249	(2,071)	-10.23%	72,886	78,421	(5,535)	-7.06%
OUTREACH								
Deposit	1,002	881	121	13.73%	4,004	3,567	437	12.25%
CARLSON								
Adult Nonfiction	894	971	(77)	-7.93%	3,722	3,936	(214)	-5.44%
Youth Nonfiction	1,288	1,367	(79)	-5.78%	4,973	4,973	-	0.00%
Adult Fiction	2,954	3,204	(250)	-7.80%	11,841	12,589	(748)	-5.94%
Youth Fiction	2,615	3,185	(570)	-17.90%	10,519	10,613	(94)	-0.89%
Youth Readers	1,416	1,773	(357)	-20.14%	5,867	6,511	(644)	-9.89%
Youth Picture Books	3,216	3,478	(262)	-7.53%	12,861	12,940	(79)	-0.61%
Adult Magazines	34	69	(35)	-50.72%	180	258	(78)	-30.23%
Youth Magazines	20	35	(15)	-42.86%	72	115	(43)	-37.39%
Subtotal	12,437	14,082	(1,645)	-11.68%	50,035	51,935	(1,900)	-3.66%
NORTHPORT								
Adult Nonfiction	263	320	(57)	-17.81%	1,129	1,189	(60)	-5.05%
Youth Nonfiction	265	512	(247)	-48.24%	1,065	1,818	(753)	-41.42%
Adult Fiction	848	971	(123)	-12.67%	3,583	3,742	(159)	-4.25%
Youth Fiction	281	456	(175)	-38.38%	1,282	1,731	(449)	-25.94%
Youth Readers	212	352	(140)	-39.77%	1,017	1,205	(188)	-15.60%
Youth Picture Books	604	788	(184)	-23.35%	2,186	2,644	(458)	-17.32%
Adult Magazines	19	59	(40)	-67.80%	52	104	(52)	-50.00%
Youth Magazines	-	2	(2)	-100.00%	13	10	3	30.00%
Subtotal	2,492	3,460	(968)	-27.98%	10,327	12,443	(2,116)	-17.01%
TOTAL PRINT	34,109	38,672	(4,563)	-11.80%	137,252	146,366	(9,114)	-6.23%

2025 Circulation

NONPRINT

OverDrive	29,497	23,657	5,840	24.69%	117,388	101,121	16,267	16.09%
<i>Hoopla</i>	-	3,220	(3,220)	-100.00%	-	12,768	(12,768)	-100.00%
Childrens Devices	19	23	(4)	-17.39%	65	66	(1)	-1.52%
Kanopy	628	1,029	(401)	-38.97%	3,092	3,993	(901)	-22.56%
Subtotal	30,144	27,929	2,215	7.93%	120,545	117,948	2,597	2.20%

MAIN

Adult DVD's	2,798	2,996	(198)	-6.61%	10,501	12,308	(1,807)	-14.68%
Youth DVD's	434	354	80	22.60%	1,553	1,643	(90)	-5.48%
Video Games	259	249	10	4.02%	952	1,040	(88)	-8.46%
Adult CD's	585	465	120	25.81%	2,075	2,203	(128)	-5.81%
Youth CD's	52	50	2	4.00%	211	279	(68)	-24.37%
Adult Books on CD	149	207	(58)	-28.02%	596	715	(119)	-16.64%
Youth Books on CD	314	288	26	9.03%	1,233	1,083	150	13.85%
Kits	301	318	(17)	-5.35%	1,188	1,248	(60)	-4.81%
Subtotal	4,892	4,927	(35)	-0.71%	18,309	20,519	(2,210)	-10.77%

CARLSON

Adult DVD's	1,341	1,650	(309)	-18.73%	5,766	6,389	(623)	-9.75%
Youth DVD's	511	517	(6)	-1.16%	1,937	1,966	(29)	-1.48%
Video Games	298	234	64	27.35%	1,140	1,052	88	8.37%
Adult CD's	315	208	107	51.44%	1,004	1,047	(43)	-4.11%
Youth CD's	68	96	(28)	-29.17%	225	324	(99)	-30.56%
Adult Books on CD	56	107	(51)	-47.66%	274	382	(108)	-28.27%
Youth Books on CD	286	278	8	2.88%	1,080	1,035	45	4.35%
Kits	201	179	22	12.29%	802	756	46	6.08%
Subtotal	3,076	3,269	(193)	-5.90%	12,228	12,951	(723)	-5.58%

NORTHPORT

Adult DVD's	551	719	(168)	-23.37%	2,586	2,713	(127)	-4.68%
Youth DVD's	84	69	15	21.74%	269	331	(62)	-18.73%
Video Games	82	55	27	49.09%	374	310	64	20.65%
Adult CD's	71	95	(24)	-25.26%	284	444	(160)	-36.04%
Youth CD's	-	29	(29)	-100.00%	-	84	(84)	-100.00%
Adult Books on CD	11	29	(18)	-62.07%	56	123	(67)	-54.47%
Youth Books on CD	134	154	(20)	-12.99%	519	530	(11)	-2.08%
Kits	40	30	10	33.33%	152	119	33	27.73%
Subtotal	973	1,180	(207)	-17.54%	4,240	4,654	(414)	-8.90%

TOTAL NONPRINT

	39,085	37,305	1,780	4.77%	155,322	156,072	(750)	-0.48%
--	--------	--------	-------	-------	---------	---------	-------	--------

INTERLIBRARY LOAN

Borrowed	272	240	32	13.33%	948	997	(49)	-4.91%
Loaned	335	397	(62)	-15.62%	1,519	1,599	(80)	-5.00%
Subtotal	607	637	(30)	-4.97%	2,467	2,596	(129)	-4.97%

RENEWALS

	11,614	13,764	(2,150)	-15.62%	44,604	51,422	(6,818)	-13.26%
--	--------	--------	---------	---------	--------	--------	---------	---------

TOTAL CIRCULATION

	85,415	90,378	(4,963)	-5.49%	339,645	356,456	(16,811)	-4.72%
--	--------	--------	---------	--------	---------	---------	----------	--------

2025 Donation Summary

101-0000-365.60-00	REVENUE	Carried Forward	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	13th P	TOTAL
LPLEDG	Endowment	0														0
LDONUN	Unrestricted Donations	38,909	205	370		70										39,554
LDONSP	Restricted Donations	34,751	1,000	295	106	4,575										40,727
	Grants	0														0
	Total	73,660	1,205	665	106	4,645	0	0	0	0	0	0	0	0	0	80,281

	EXPENSE		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	13th P	TOTAL	BALANCE
101-7019-463.38-99	FM Area Foundation															0	
101-7019-463.38-99	Other Services															0	
101-7019-463.43-21	Computer Equip															0	
101-7019-463.54-11	Marketing					300										300	
101-7019-463.61-40	General Supplies			4,001												4,001	
101-7019-463.61-43	Programming		268	309	924	997										2,497	
101-7019-463.61-70	Books & Materials		2,475	324												2,799	
101-7019-463.68-10	Miscellaneous															0	
101-7019-463.68-10	Staff Development		30	217	30	236										513	
	Grant Expenses															0	
	Total		2,773	4,850	954	1,533	0	0	0	0	0	0	0	0	0	10,110	70,171

Fargo Public Library 2025 Total Expenses
33% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2025

2025 Account	Budget Line	Total YTD	Total Encumbrances	Total YTD Expenses + Encumbrances	Total Budget	%	Over/(Under)
Full time staff	11-00	\$ 715,872	\$ -	\$ 715,872	\$ 2,555,135	28.02%	\$ (1,839,263.26)
Full time overtime	11-01	\$ 98	\$ -	\$ 98	\$ -		\$ 97.91
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ 25,114	0.00%	\$ (25,114.00)
Part time w/benefits	13-00	\$ 168,211	\$ -	\$ 168,211	\$ 560,166	30.03%	\$ (391,955.28)
Part time w/benefits overtime		\$ 32	\$ -	\$ 32	\$ -		\$ 31.73
Part time banked sick		\$ -	\$ -	\$ -	\$ 228	0.00%	\$ (228.00)
Part time seasonal no benefits	14-00	\$ 9,626	\$ -	\$ 9,626	\$ 55,202	17.44%	\$ (45,576.50)
Health insurance	20-01	\$ 103,048	\$ -	\$ 103,048	\$ 348,468	29.57%	\$ (245,420.49)
Dental insurance	20-03	\$ 7,716	\$ -	\$ 7,716	\$ 23,343	33.06%	\$ (15,626.96)
Long Term Disability	20-04	\$ 2,061	\$ -	\$ 2,061	\$ 6,907	29.84%	\$ (4,846.27)
Auto Allowance	20-05	\$ 255	\$ -	\$ 255	\$ 900	28.30%	\$ (645.30)
FICA 6.2%	21-01	\$ 53,049	\$ -	\$ 53,049	\$ 190,492	27.85%	\$ (137,442.64)
Medicare 1.45%	21-02	\$ 12,407	\$ -	\$ 12,407	\$ 44,551	27.85%	\$ (32,144.24)
City Pension	22-01	\$ 9,470	\$ -	\$ 9,470	\$ 33,416	28.34%	\$ (23,946.33)
NDPERS Pension	22-04	\$ 70,037	\$ -	\$ 70,037	\$ 249,408	28.08%	\$ (179,371.21)
NDPERS & City Pension	22-05	\$ 1,910	\$ -	\$ 1,910	\$ 6,742	28.33%	\$ (4,832.07)
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -
Life insurance	26-00	\$ -	\$ -	\$ -	\$ 800	0.00%	\$ (800.00)
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Security Services	38-61	\$ 36,390	\$ -	\$ 36,390	\$ 134,329	27.09%	\$ (97,938.68)
Other Services	38-99	\$ 9,190	\$ 8,413	\$ 17,603	\$ 15,750	111.76%	\$ 1,852.59
Water Sewer	41-05	\$ 1,625	\$ -	\$ 1,625	\$ 6,500	25.00%	\$ (4,874.96)
General equip repair	43-20	\$ -	\$ -	\$ -	\$ 3,000	0.00%	\$ (3,000.00)
General equip repair (computer)	43-21	\$ 2,195	\$ -	\$ 2,195	\$ 29,266	7.50%	\$ (27,070.81)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ -
Maintenance service	43-50	\$ 58,151	\$ 11,448	\$ 69,599	\$ 51,360	135.51%	\$ 18,238.67
Land and building rent	44-10	\$ 31,360	\$ 55,776	\$ 87,136	\$ 82,662	105.41%	\$ 4,473.50
Property insurance	52-10	\$ 5,767	\$ -	\$ 5,767	\$ 28,753	20.06%	\$ (22,986.00)
Automobile liability	52-20	\$ 373	\$ -	\$ 373	\$ 359	103.90%	\$ 14.00
General liability	52-30	\$ -	\$ -	\$ -	\$ 11,547	0.00%	\$ (11,547.00)
Cellular phone service	53-20	\$ 1,556	\$ -	\$ 1,556	\$ 5,400	28.82%	\$ (3,843.78)
Other communications	53-60	\$ 120	\$ -	\$ 120	\$ 2,600	4.62%	\$ (2,479.91)
ILS Development	53-61	\$ -	\$ -	\$ -	\$ 46,150	0.00%	\$ (46,150.00)
Minitex/OCLC	53-62	\$ 21,387	\$ -	\$ 21,387	\$ 21,600	99.02%	\$ (212.68)
Marketing	54-11	\$ 14,689	\$ -	\$ 14,689	\$ 41,500	35.39%	\$ (26,811.24)
In state travel	56-60	\$ 711	\$ 15	\$ 725	\$ 3,500	20.72%	\$ (2,774.80)
Out of state travel	57-60	\$ 1,957	\$ -	\$ 1,957	\$ 7,500	26.09%	\$ (5,543.30)
Due & membership in state	59-10	\$ 1,935	\$ -	\$ 1,935	\$ 2,100	92.14%	\$ (165.00)
Dues/membership out state	59-11	\$ 2,119	\$ -	\$ 2,119	\$ 2,000	105.95%	\$ 119.00
Seminar & conf in state	59-20	\$ 385	\$ -	\$ 385	\$ 2,500	15.38%	\$ (2,115.50)
Seminar & conf out state	59-21	\$ 1,175	\$ -	\$ 1,175	\$ 2,750	42.73%	\$ (1,575.00)
Office supplies	61-10	\$ 10,134	\$ -	\$ 10,134	\$ 31,500	32.17%	\$ (21,365.64)
Medical supplies	61-20	\$ 422	\$ -	\$ 422	\$ 600	70.39%	\$ (177.69)
General supplies	61-40	\$ 11,338	\$ -	\$ 11,338	\$ 35,000	32.39%	\$ (23,661.81)
Program materials	61-43	\$ 13,857	\$ 600	\$ 14,457	\$ 41,000	35.26%	\$ (26,543.24)
Materials Processing	61-44	\$ 19,453	\$ -	\$ 19,453	\$ 64,569	30.13%	\$ (45,116.42)
Postage	61-50	\$ 5,132	\$ -	\$ 5,132	\$ 15,300	33.54%	\$ (10,167.86)
Books & periodicals	61-70	\$ 223,743	\$ 900	\$ 224,642	\$ 788,200	28.50%	\$ (563,557.60)
Gasoline		\$ 86	\$ -	\$ 86	\$ 550	15.58%	\$ (464.31)
Natural gas	62-50	\$ 21,200	\$ -	\$ 21,200	\$ 81,153	26.12%	\$ (59,952.86)
Electricity	62-51	\$ 21,281	\$ -	\$ 21,281	\$ 124,265	17.13%	\$ (102,983.95)
Miscellaneous	68-10	\$ 602	\$ -	\$ 602	\$ 2,000	30.11%	\$ (1,397.86)
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ 100	0.00%	\$ (100.00)
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 1,672,121	\$ 77,151	\$ 1,749,272	\$ 5,787,235	30.23%	\$ (4,037,963)

Fargo Public Library 2025 Total Expenses

33% OF YEAR LAPSED

EXPENSE VS. BUDGET

2025

MAIN

Account	Budget Line	February	March	April	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 149,448	\$ 149,380	\$ 149,818	\$ 550,096		\$ 2,026,971	27%
Full time overtime	11-01	\$ 60	\$ -	\$ -	\$ 98		\$ -	
Full Time banked sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 22,161	0%
Part time w/benefits	13-00	\$ 30,053	\$ 32,550	\$ 30,842	\$ 114,201		\$ 384,136	30%
Part time w/benefits overtime		\$ -	\$ 19	\$ -	\$ 32		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ 228	0%
Part time seasonal no benefits	14-00	\$ 1,442	\$ 1,883	\$ 1,803	\$ 6,257		\$ 40,056	16%
Health insurance	20-01	\$ 19,441	\$ 19,379	\$ 19,477	\$ 71,552		\$ 261,945	27%
Dental insurance	20-03	\$ 1,547	\$ 1,507	\$ 1,504	\$ 5,611		\$ 17,064	33%
Long Term Disability	20-04	\$ 419	\$ 416	\$ 437	\$ 1,559		\$ 5,364	29%
Auto Allowance	20-05	\$ 69	\$ 69	\$ 69	\$ 255		\$ 900	28%
FICA 6.2%	21-01	\$ 10,750	\$ 10,937	\$ 10,838	\$ 39,853		\$ 148,193	27%
Medicare 1.45%	21-02	\$ 2,514	\$ 2,558	\$ 2,535	\$ 9,320		\$ 34,658	27%
City Pension	22-01	\$ 1,816	\$ 1,816	\$ 1,816	\$ 6,680		\$ 23,570	28%
NDPERS Pension	22-04	\$ 14,362	\$ 14,394	\$ 14,377	\$ 52,915		\$ 195,595	27%
NDPERS & City Pension	22-05	\$ 519	\$ 519	\$ 519	\$ 1,910		\$ 6,742	28%
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ 800	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 6,701	\$ 8,389	\$ 9,524	\$ 24,614		\$ 97,429	25%
Other Services	38-99	\$ (688)	\$ 1,069	\$ 1,110	\$ 8,154	\$ 8,413	\$ 15,000	110%
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ 3,000	0%
General equip repair (computer)	43-21	\$ 238	\$ 260	\$ 444	\$ 2,195		\$ 28,266	8%
General equip repair (vehicle)	43-22	\$ -	\$ -		\$ -		\$ -	#DIV/0!
Maintenance service	43-50	\$ 1,601	\$ 3,309	\$ 1,428	\$ 57,974	\$ 11,448	\$ 49,560	140%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Property insurance	52-10	\$ -	\$ -	\$ 5,767	\$ 5,767		\$ 22,191	26%
Automobile liability	52-20	\$ -	\$ -	\$ 373	\$ 373		\$ 359	104%
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ 11,547	0%
Cellular phone service	53-20	\$ -	\$ 1,037	\$ -	\$ 1,556		\$ 5,400	29%
Other communications	53-60	\$ -	\$ 80	\$ -	\$ 120		\$ 2,600	5%
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -		\$ 46,150	0%
Minitex/OCLC	53-62	\$ -	\$ -	\$ -	\$ 21,387		\$ 21,600	99%
Marketing	54-11	\$ 796	\$ 6,049	\$ 2,309	\$ 14,689		\$ 41,500	35%
In state travel	56-60	\$ 167	\$ 117	\$ 427	\$ 711	\$ 15	\$ 3,500	21%
Out of state travel	57-60	\$ -	\$ -	\$ 1,957	\$ 1,957		\$ 7,500	26%
Due & membership in state	59-10	\$ -	\$ -	\$ 100	\$ 1,935		\$ 2,100	92%
Dues/membership out state	59-11	\$ 325	\$ 460	\$ 265	\$ 2,119		\$ 2,000	106%
Seminar & conf in state	59-20	\$ 188	\$ 96	\$ -	\$ 385		\$ 2,500	15%
Seminar & conf out state	59-21	\$ -	\$ 860	\$ 315	\$ 1,175		\$ 2,750	43%
Office supplies	61-10	\$ 404	\$ 852	\$ 521	\$ 4,735		\$ 20,000	24%
Medical supplies	61-20	\$ 286	\$ -	\$ -	\$ 422		\$ 600	70%
General supplies	61-40	\$ (1,281)	\$ 1,185	\$ 864	\$ 5,686		\$ 25,000	23%
Program materials	61-43	\$ 3,274	\$ 3,234	\$ 3,752	\$ 13,857	\$ 600	\$ 41,000	35%
Materials Processing	61-44	\$ 2,088	\$ 6,165	\$ 3,496	\$ 19,453		\$ 64,569	30%
Postage	61-50	\$ 40	\$ 5,067	\$ -	\$ 5,132		\$ 11,000	47%
Books & periodicals	61-70	\$ (14,844)	\$ 33,249	\$ 32,894	\$ 174,381	\$ 900	\$ 596,975	29%
Gasoline	62-10	\$ 44	\$ -	\$ 42	\$ 86		\$ 550	16%
Natural gas	62-50	\$ 4,949	\$ 4,963	\$ 2,781	\$ 12,693		\$ 42,500	30%
Electricity	62-51	\$ 3,867	\$ 4,354	\$ 4,642	\$ 12,864		\$ 78,000	16%
Miscellaneous	68-10	\$ -	\$ 461	\$ 141	\$ 602		\$ 2,000	30%
Safety compliance	68-50				\$ -		\$ 100	0%
Bad Debt					\$ -		\$ -	#DIV/0!
Capital Outlay - Machinery & Equipment					\$ -		\$ -	#DIV/0!
Capital Outlay - Computer Software	74-10				\$ -		\$ -	#DIV/0!
Capital Outlay - Vehicles	74-20				\$ -		\$ -	#DIV/0!
		\$ 240,595	\$ 316,684	\$ 307,187	\$ 1,255,358	\$ 21,375	\$ 4,416,129	28.91%

Fargo Public Library 2025 Total Expenses								
33% OF YEAR LAPSED								
EXPENSE VS. BUDGET								
2025								
CARLSON								
Account	Budget Line	February	March	April	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 30,573	\$ 29,318	\$ 30,258	\$ 110,714		\$ 408,775	27%
Full time overtime	11-01	\$ -		\$ -	\$ -		\$ -	
full Time Banked Sick	11-02	\$ -		\$ -	\$ -		\$ 2,953	0%
Part time w/benefits	13-00	\$ 9,167	\$ 9,427	\$ 9,656	\$ 34,246		\$ 114,982	30%
Part time w/benefits overtime		\$ -		\$ -	\$ -		\$ -	
Part Time Banked Sick	13-02	\$ -		\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ 1,064	\$ 980	\$ 728	\$ 3,369		\$ 15,146	22%
Health insurance	20-01	\$ 6,389	\$ 6,052	\$ 6,236	\$ 22,973		\$ 69,883	33%
Dental insurance	20-03	\$ 387	\$ 367	\$ 381	\$ 1,398		\$ 4,368	32%
Long Term Disability	20-04	\$ 92	\$ 88	\$ 91	\$ 332		\$ 1,150	29%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
FICA 6.2%	21-01	\$ 2,401	\$ 2,342	\$ 2,390	\$ 8,730		\$ 31,971	27%
Medicare 1.45%	21-02	\$ 562	\$ 548	\$ 559	\$ 2,042		\$ 7,478	27%
City Pension	22-01	\$ 758	\$ 758	\$ 758	\$ 2,790		\$ 9,846	28%
NDPERS Pension	22-04	\$ 2,802	\$ 2,710	\$ 2,818	\$ 10,193		\$ 37,104	27%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 3,038	\$ 4,121	\$ 4,618	\$ 11,777		\$ 36,900	32%
Other Services	38-99	\$ 34	\$ 34	\$ -	\$ 102		\$ 250	41%
Water Sewer	41-05	\$ 241	\$ 283	\$ 275	\$ 798		\$ 3,500	23%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General equip repair (computer)	43-21	\$ -	\$ -	\$ -	\$ -		\$ 1,000	0%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Maintenance service	43-50	\$ -	\$ 177	\$ -	\$ 177		\$ 1,800	10%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Property insurance	52-10	\$ -	\$ -	\$ -	\$ -		\$ 5,712	0%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Cellular phone service	53-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Other communications	53-60	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Minitex/OCLC	53-62	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Marketing	54-11	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
In state travel	56-60	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Out of state travel	57-60	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Due & membership in state	59-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Dues/membership out state	59-11	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Seminar & conf in state	59-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Seminar & conf out state	59-21	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Office supplies	61-10	\$ 509	\$ 1,313	\$ 468	\$ 3,626		\$ 8,500	43%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General supplies	61-40	\$ 3,082	\$ -	\$ 1,292	\$ 4,896		\$ 7,500	65%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Postage	61-50	\$ -	\$ -	\$ -	\$ -		\$ 4,300	0%
Books & periodicals	61-70	\$ 6,388	\$ 7,208	\$ 8,397	\$ 31,382		\$ 125,900	25%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Natural gas	62-50	\$ 3,428	\$ 2,709	\$ 1,585	\$ 7,722		\$ 34,853	22%
Electricity	62-51	\$ 1,962	\$ 2,435	\$ 2,208	\$ 6,606		\$ 39,265	17%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
		\$ 72,877	\$ 70,869	\$ 72,718	\$ 263,874	\$ -	\$ 973,636	27.1%

Fargo Public Library 2025 Total Expenses								
33% OF YEAR LAPSED								
EXPENSE VS. BUDGET								
2025								
NORTHPORT								
Account	Budget Line	February	March	April	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 14,487	\$ 15,984	\$ 14,891	\$ 55,061		\$ 119,389	46%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -		\$ -	
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ -	
Part time w/benefits	13-00	\$ 5,392	\$ 5,490	\$ 5,095	\$ 19,764		\$ 61,048	32%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -		\$ -	
Part time banked sick		\$ -	\$ -	\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Health insurance	20-01	\$ 2,183	\$ 2,582	\$ 2,300	\$ 8,523		\$ 16,640	51%
Dental insurance	20-03	\$ 191	\$ 201	\$ 189	\$ 707		\$ 1,911	37%
Long Term Disability	20-04	\$ 45	\$ 49	\$ 45	\$ 170		\$ 393	43%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -		\$ -	
FICA 6.2%	21-01	\$ 1,187	\$ 1,281	\$ 1,192	\$ 4,467		\$ 10,328	43%
Medicare 1.45%	21-02	\$ 278	\$ 300	\$ 279	\$ 1,045		\$ 2,415	43%
City Pension	22-01	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
NDPERS Pension	22-04	\$ 1,841	\$ 1,989	\$ 1,851	\$ 6,929		\$ 16,709	41%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Security Services	38-61	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Other Services	38-99	\$ 34	\$ 900	\$ -	\$ 934	\$ -	\$ 500	187%
Water Sewer	41-05	\$ 271	\$ 278	\$ 278	\$ 827		\$ 3,000	28%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General equip repair (computer)	43-21	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Maintenance service	43-50	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Land and building rent	44-10	\$ 6,272	\$ 6,272	\$ 6,272	\$ 31,360	\$ 55,776	\$ 82,662	105%
Property insurance	52-10	\$ -	\$ -	\$ -	\$ -		\$ 850	0%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Cellular phone service	53-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Other communications	53-60	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Minitex/OCLC	53-62	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Marketing	54-11	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
In state travel	56-60	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Out of state travel	57-60	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Due & membership in state	59-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Dues/membership out state	59-11	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Seminar & conf in state	59-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Seminar & conf out state	59-21	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Office supplies	61-10	\$ 1,537	\$ (382)	\$ 146	\$ 1,773		\$ 3,000	59%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
General supplies	61-40	\$ 279	\$ 58	\$ 251	\$ 756		\$ 2,500	30%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Postage	61-50	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Books & periodicals	61-70	\$ 4,266	\$ 3,291	\$ 4,775	\$ 17,979		\$ 65,325	28%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Natural gas	62-50	\$ 348	\$ 294	\$ 142	\$ 785		\$ 3,800	21%
Electricity	62-51	\$ 603	\$ 655	\$ 554	\$ 1,811		\$ 7,000	26%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -	#DIV/0!
		\$ 39,213	\$ 39,240	\$ 38,259	\$ 152,890	\$ 55,776	\$ 397,470	52.50%

Revenue 2025		
	Fees & Copies 101-0000-351.25-01	Misc. Revenue 101-0000-361.61-08
January	\$ 2,405.35	\$ 746.74
February	\$ 1,360.18	\$ 1,464.11
March	\$ 2,975.40	\$ 36.02
April	\$ 2,733.25	\$ 396.60
May		
June		
July		
August		
September		
October		
November		
December		
	\$ 9,474.18	\$ 2,643.47

Total \$ 12,117.65